

COUNCIL BILL NO. 2017-055

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A DOCUMENT
AUTHORIZING THE CITY TO OBTAIN ACCESS TO SUPERION PUBLIC SAFETY
SOFTWARE LICENSED BY BOONE COUNTY

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

Section 1. The Board of Aldermen hereby authorizes the Mayor, on behalf of the City of Ashland, to execute a document agreeing to comply with the Agency Access Supplement between Boone County and Superior, LLC in order to obtain access to Superior public safety software licensed by Boone County. The document shall be substantially in the form attached to and made a part of this ordinance.

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

Dated this _____ day of _____, 2018.

Gene Rhorer, Mayor

Attest:

Darla Sapp, City Clerk

Certified as to correct form:

Fred Boeckmann, City Attorney

Attachment 1
TO THE SOFTWARE LICENSE AGREEMENT'S
AGENCY ACCESS SUPPLEMENT

ACCESSING AGENCY FORM -AGREEMENT TO GRANT PERMISSION TO ALLOW ACCESS TO
SOFTWARE

By

City of Ashland
109 East Broadway
Ashland, MO 65010

the "Accessing Agency"

Whereas, Boone County, Missouri ("Customer") and Superior, LLC ("Superior"), as successor to SunGard Public Sector, LLC, have entered into a Software License and Services Agreement ("Agreement"); and

Whereas, Accessing Agency desires that it obtain access to the Software licensed by Customer under the Agreement, including the Agency Databases; and

Whereas, Customer and Superior have added Accessing Agency via amendment to the Agency Access Supplement based upon Access Agency executing this Accessing Agency Form.

Now therefore, the Accessing Agency, intending to be legally bound, agrees as follows:

In order that Accessing Agency obtain such access and use, Accessing Agency is acknowledging and agreeing to the terms and conditions contained in that certain Agency Access Supplement (the "Access Agreement") between Customer and Superior, a copy of which is attached hereto. Accessing Agency hereby agrees to the terms and conditions relating to Accessing Agency contained therein.

AGREED:

ACCESSING AGENCY

Name Printed: _____

Title: _____

Dated: _____

COUNCIL BILL NO. 2017-056

ORDINANCE NO.

AN ORDINANCE TO CHANGE THE ZONING OF A PARCEL OF LAND FROM (R-1) SINGLE FAMILY RESIDENTIAL TO (O-1) OFFICE DISTRICT

WHEREAS, Public Notice of such was given as prescribed by Missouri State Statute 89.050, and a public hearing was held on Tuesday, December 12, 2017; and

WHEREAS, the Planning and Zoning Commission has reviewed the pertinent information and received comment from adjacent residents and has **not** agreed to recommend to the Board of Aldermen to approve the rezoning from (R-1) Agricultural to (O-1) Office District; and

WHEREAS, the Board of Aldermen of the City of Ashland, Missouri has reviewed the request as submitted and has elected to rezone the property described in Section 1 from (R-1) Residential District to (O-1) Office District; and

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

Section 1. The zoning is hereby amended from the present (R-1) Single Family Residential to (O-1) Office District for the following described property:

The subject property is a tract of land described as: The North ½ of Lot 3 and the North ½ of the East 39 feet of Lot 4, all in Block 25 in the Town of Ashland, Boone County, Missouri as shown by the Plat Recorded in Book 66 at Page 108 of the Boone County records. (Parcel# 24-507-00-00-203-50-01)

Section 2. The City hereby finds and declares that the property described in Section 1 hereof is at the present particularly suitable for the purposes and uses of (O-1) Office District and in conformity with the existing uses and value of the immediately surrounding properties.

Section 3. This ordinance shall be in full force and effect from and after its passage.

Dated this _____ day of _____, 2018.

Gene Rhorer, Mayor

Attest:

Darla Sapp, City Clerk

Certified to correct form:

Fred Boeckmann, City Attorney

MEMORANDUM

DATE: December 13, 2017

TO: Honorable Mayor and Board of Aldermen

FROM: Planning and Zoning Commission

RE: Recommendation from the Planning and Zoning Commission

1. The Planning and Zoning Commission do not recommend the approval of the Proposed Rezoning from R-1, Density Residential to O-1, Office District for South County Church of Christ, Parcel ID # 24-507-00-02-035.00 01, to the City of Ashland Board of Aldermen.

Megan Young
Administrative Assistant

COUNCIL BILL NO. 2017-057

ORDINANCE NO.

AN ORDINANCE TO CHANGE THE ZONING OF A PARCEL OF LAND FROM (R-1) SINGLE FAMILY RESIDENTIAL TO (C-G) GENERAL COMMERCIAL FOR WESTHOFF RENTALS, LLC

WHEREAS, Public Notice of such was given as prescribed by Missouri State Statute 89.050, and a public hearing was held on Tuesday, December 12, 2017; and

WHEREAS, the Planning and Zoning Commission has reviewed the pertinent information and received comment from adjacent residents and has unanimously agreed to recommend to the Board of Aldermen to approve the rezoning from (R-1) Single Family Residential to (C-G) General Commercial; and

WHEREAS, the Board of Aldermen of the City of Ashland, Missouri has reviewed the request as submitted and has elected to rezone the property described in Section 1 from (R-1) Single Family Residential; and

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

Section 1. The zoning is hereby amended from the present (R-1) Single Family Residential to (C-G) General Commercial for the following described property:

A subject property is a tract of land described as: A part of lots Eight (8), Nine (9), and Ten (10), in Block Three (3) of Gay's Addition to the Town of Ashland according to the plat thereof recorded in Deed Book 38, Page 89 of Boone County Records. (Parcel ID# 24-220-00-02-060.00 01)

Section 2. The City hereby finds and declares that the property described in Section 1 hereof is at the present particularly suitable for the purposes and uses of (C-G) General Commercial and in conformity with the existing uses and value of the immediately surrounding properties.

Section 3. This ordinance shall be in full force and effect from and after its passage.

Dated this _____ day of _____, 2018.

Gene Rhorer, Mayor

Attest:

Darla Sapp, City Clerk

Certified to correct form:

Fred Boeckmann, City Attorney

MEMORANDUM

DATE: December 13, 2017

TO: Honorable Mayor and Board of Aldermen

FROM: Planning and Zoning Commission

RE: Recommendation from the Planning and Zoning Commission

1. The Planning and Zoning Commission recommends the approval of the Proposed Rezoning from R-1, Density Residential to C-G, General Commercial District for Westhoff Rentals, LLC, Parcel ID # 24-220-00-02-060.00 01, to the City of Ashland Board of Aldermen.

Megan Young
Administrative Assistant

AN ORDINANCE TO AMEND APPENDIX C-1 OF CHAPTER 14 OF THE CODE OF THE CITY OF ASHLAND TO INCREASE SEWER RATES

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

Section 1. Appendix C-1 of Chapter 14 of the Ashland City Code is hereby amended as follows:

Material to be deleted in ~~strikeout~~; material to be added underlined.

APPENDIX C-1: SEWER RATES

(A) The base charge for sewer service on utility bills sent after the period starting on January 16, 2018 shall be Eighteen Dollars and Ninety Cents (\$18.90) Twenty-Three Dollars (\$23.00). The base charge for sewer service on utility bills sent after the period starting on July 16, 2018 shall be Twenty-Seven and Seventy-Five Cents (\$27.75). The increase will be applied to utility bills sent after April 15, 2016 and is to be used for the debt service

(B) The charge for each 1,000 gallons, or fraction thereof, used shall be set at Four Dollars and Seventy-Eight Cents (\$4.78) Five Dollars (\$5.00) on utility bills sent after the period starting on January 16, 2018. The charge for each 1,000 gallons, or fraction thereof, used shall be set at Five Dollars and Twenty-Five Cents (\$5.25) on utility bills sent after the period starting on July 16, 2018.

...

Section 2. This Ordinance shall be in full force and effect from and after January 16, 2018.

Dated this ____ day of _____, 2017.

Gene Rhorer, Mayor

Attest:

Darla Sapp, City Clerk

Certified as to correct form:

Fred Boeckmann, City Attorney

AN ORDINANCE TO AMEND CHAPTER 20 OF THE CODE OF THE CITY OF ASHLAND
TO ADD A PROVISION ON SCHOOL ZONE SPEED LIMIT

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

Section 1. Chapter 20 of the Ashland City Code is hereby amended as follows:

Material to be deleted in ~~strikeout~~; material to be added underlined.

SECTION 20.000: DEFINITIONS

...

SCHOOL ZONE: An area on a street near a school that has been designated by the City and posted as a school zone.

...

SECTION 20.325: SCHOOL ZONE SPEED LIMIT

A. If a school zone has no flashing yellow lights, the speed limit in the school zone shall be twenty (20) miles per hour on school days when students are present.

B. If a school zone has flashing yellow lights, the speed limit in the school zone shall be twenty (20) miles per hour when the yellow flashing lights are flashing and students are present.

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

Dated this ____ day of _____, 2017.

Gene Rhorer, Mayor

Attest:

Darla Sapp, City Clerk

Certified as to correct form:

Fred Boeckmann, City Attorney

RESOLUTION NO. 12-19-2017

RESOLUTION APPROVING A PROJECT FOR THE BAPTIST HOME TO BE FINANCED BY THE INDUSTRIAL DEVELOPMENT AUTHORITY OF BOONE COUNTY, MISSOURI

WHEREAS, The Industrial Development Authority of Boone County, Missouri (the "Authority") is proposing a project involving the issuance of approximately \$7,000,000 aggregate principal amount of bonds of the Authority for the purpose of making a loan to The Baptist Home, a Missouri nonprofit corporation (the "Borrower"), to finance and reimburse the costs of acquiring, constructing, equipping and furnishing a new retirement care facility (the "Project") to be located in the City of Ashland, Missouri; and

WHEREAS, Section 349.010 of the Revised Statutes of Missouri requires that projects of an industrial development authority of a county must be located wholly within an unincorporated area of such county, except that such projects may be located within the corporate limits of a municipality within such county when approved by the governing body of the city;

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of Ashland, Missouri, that the Project is hereby approved and the Board of Aldermen grants its permission to the Authority to proceed with the issuance of approximately \$7,000,000 aggregate principal amount of bonds for the purpose described above.

PASSED by the Board of Aldermen of the City of Ashland, Missouri, this 19th day of December 2017.

CITY OF ASHLAND, MISSOURI

By: _____
Mayor

[SEAL]

ATTEST:

City Clerk

CAPITOL OFFICE
STATE CAPITOL, ROOM 433
201 W. CAPITOL AVE.
JEFFERSON CITY, MO 65101
TELEPHONE (573) 751-3931
FAX (573) 751-4320
SENATE.MO.GOV/ROWDEN



COMMITTEES:
ECONOMIC DEVELOPMENT
GOVERNMENT REFORM
INSURANCE AND BANKING
LOCAL GOVERNMENT AND ELECTIONS
PROFESSIONAL REGISTRATION, VICE CHAIRMAN

MISSOURI SENATE
JEFFERSON CITY

CALEB ROWDEN
19TH DISTRICT

November 30 2017

Mayor Gene Rhorer
City of Ashland
109 East Broadway
P.O. Box 135
Ashland, Missouri 65010

Dear Mayor Rhorer:

I am pleased to write this letter of support for The Baptist Home development of Continuum of Care Retirement Community in Ashland's application for Industrial Development Authority (IDA) Revenue Bonds.

The Baptist Home is a private pay retirement community that provides rental housing for older adult independent livings, long term assisted living and intermediate nursing elder care. The revenue from the rental housing helps support the benevolent elder care. An estimated 50% of the elders in long-term care cannot pay the full cost of the services and since the Baptist Home does not accept Medicare or Medicaid, the generous Baptist donors cover the \$2,000,000 a year in unreimbursed elder care.

If approved, The Baptist Home will raise a portion of the financing by a capital campaign and the remainder financed through loans. The interest rate for the IDA Revenue Bonds would help extend the capital required to develop the new campus in Ashland.

Thank you for considering the needs of The Baptist Home's application and if you need further information please contact my office.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Rowden", with a long horizontal flourish extending to the right.

Caleb Rowden
Senator – District 19

CR:lmb

CAPITOL OFFICE
State Capitol
201 West Capitol Avenue
Jefferson City, MO 65101-6806
Tele: (573) 751-2134
Sara.walsh@house.mo.gov



COMMITTEES
Budget
Subcommittee on
Appropriations –
Public Safety, Corrections,
Transportation and Revenue
Joint Committee on Child
Abuse and Neglect
Pensions
Special Committee on
Employment Security

MISSOURI HOUSE OF REPRESENTATIVES

SARA WALSH

State Representative
District 50

December 14, 2017

Mayor Gene Rhorer
City of Ashland
109 East Broadway
P.O. Box 135
Ashland, MO 65010

Dear Mayor Rhorer:

As the Representative of the 50th District, I would like to offer this letter of support for The Baptist Home development of Continuum of Care Retirement Community in Ashland's application for Industrial Development Authority (IDA) Revenue Bonds.

The Baptist Home is a private pay retirement community that provides rental housing for older adult independent living, long term assisted living and intermediate nursing elder care. The revenue from the rental housing helps support the benevolent elder care. An estimated 50% of the elders in long term care cannot pay the full cost of the services and since the Baptist Home does not accept Medicare or Medicaid, the generous Baptist donors cover the \$2,000,000 a year in unreimbursed elder care.

If approved, The Baptist Home will raise a portion of the financing by a capital campaign and the remainder financed through loans. The interest rate for the IDA Revenue Bonds would help extend the capital required to develop the new campus in Ashland.

Thank you for considering the needs of The Baptist Home's application and if you need further information please contact my office.

Sincerely,

A handwritten signature in cursive script that reads 'Sara Walsh'.

Sara Walsh
State Representative
District 50

12-19-2017

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A MUNICIPAL ADVISORY SERVICES AGREEMENT WITH D.A. DAVIDSON

THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF ASHLAND, MISSOURI AS FOLLOWS:

The Board of Aldermen authorizes the Mayor to enter into a Municipal Advisory Services agreement with D.A. Davidson with respect to the proposed issuance of Combined Waterworks and Sewerage System Revenue Bonds, Series 2018.

Furthermore, the Board of Aldermen has agreed to the terms as set forth in the attached agreement, which by this reference is incorporated herein, as if more fully and completely set out as Exhibit "A".

Passed and adopted this _____ day of _____, 2017.

Gene Rhorer, Mayor

Attest:

Darla Sapp, City Clerk

December 14, 2017

Hon. Gene Rhorer, Mayor
City of Ashland, Missouri
City Hall – 109 E. Broadway
P.O. Box 135
Ashland, Missouri 65010

Re: Municipal Advisory Services Agreement

Dear Mayor Rhorer:

On behalf of D.A. Davidson & Co. ("we" or "Davidson"), we wish to thank you for the opportunity to serve as municipal advisor to the City of Ashland, Missouri ("you" or the "Client") with respect to the proposed issuance of Combined Waterworks and Sewerage System Revenue Bonds, Series 2018 (the "Securities"). This Municipal Advisory Services Agreement (the "Agreement") will establish the terms and conditions under which Davidson will provide municipal advisory services to the Client in connection with the proposed issuance or other financing (the "Financing").

1. Municipal Advisory Services to be provided by Davidson. The Client hereby engages Davidson to serve as municipal advisor with respect to the Financing, and in such capacity Davidson agrees to provide advice as to the structure, timing, terms and other matters regarding the Financing, including the following services, if and as requested by the Client:

- Evaluate possible options, vehicles and structures for the Financing
- Advise the Client as to the methods and types of Financing that are available and appropriate to the Client
- Assist the Client in developing and designing the terms and features of the plan of Financing
- Advise the Client as to strategies for obtaining the Financing
- Review financial and other information regarding the Client, the Financing [and the Project]
- Assist in the preparation and/or review and distribution of documents pertaining to the Financing, including, if applicable, the official statement and/or bid package
- Consult and meet with representatives of the Client and others involved with the Financing and the Project
- Respond to questions and requests from potential investors and other possible Financing sources
- If applicable, assist in the selection of one or more underwriters for the Financing
- If applicable, arrange and facilitate visits to, and prepare materials for, credit ratings agencies and insurers
- If applicable, prepare a closing memorandum or settlement statement for, and otherwise assist with, the closing of the Financing
- Such other usual and customary municipal advisory services as may be requested by the Client.

Under MSRB Rule G-23, Davidson will not be able to serve as underwriter or placement agent for any notes, bonds or other securities to be issued and sold as part of the Financing. As municipal advisor, Davidson's role is to provide municipal advisory and consultant services with respect to the issuance(s), including advice, recommendations and other assistance regarding the structure, timing, terms and other similar matters concerning such issuance(s). As municipal advisor, Davidson will serve as a fiduciary and

act solely in the best interests of the issuer. Davidson's fiduciary duties include the duty of care and the duty of loyalty. Davidson is registered as a municipal advisor with the Securities Exchange Commission and Municipal Securities Rulemaking Board.

(a) *Limitations on Scope of Services.* The Scope of Services is subject to the following limitations:

(i) The Scope of Services does not include tax, legal, accounting or engineering advice with respect to the bonds, notes or securities (the "Securities") covered by the Agreement or the project or facilities to be financed, or in connection with any opinion or certificate rendered by counsel or any other person at closing, and does not include review or advice on any feasibility study.

(ii) Under the Scope of Services, we will assist you in assembling a due diligence binder for the Securities. While we will perform this work consistent with our regulatory duties as described in Section 2 below, please be advised that (A) we are not responsible for certifying as to the accuracy or completeness of the due diligence binder, other than with respect to any information about D.A. Davidson included in such documents, and (B) Client, as the issuer of the Securities, is responsible under applicable securities law for the accuracy and completeness of the information contained in the due diligence binder. Our assistance in assembling the due diligence binder is not a substitute for a thorough and complete review of the binder and the OS by your officers and employees. We will submit drafts of the due diligence binder to you for review before they are distributed to investors. If you identify any statements in the due diligence binder that may be inaccurate or incomplete or if you have any questions or comments regarding the information in the due diligence binder, it is imperative that you contact us promptly so that we can make appropriate revisions to these documents.

(b) *IRMA status.* If Client has designated D. A. Davidson as its independent registered municipal advisor ("IRMA") for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the "IRMA exemption"), the Scope of Services is not deemed to be expanded to include all actual or potential issuances of municipal securities or municipal financial products merely because D. A. Davidson, as IRMA, reviews a third-party recommendation relating to a particular actual or potential issuance of municipal securities or municipal financial product not otherwise considered within the Scope of Services. D. A. Davidson is not responsible for verifying that it is "independent" (within the meaning of the IRMA exemption as interpreted by the SEC) from another party wishing to rely on the exemption from the definition of municipal advisor afforded under the IRMA exemption. D. A. Davidson requests that Client provide to it, for review, any written representation of Client contemplated under SEC Rule 15Ba1-1(d)(3)(vi)(B) that references D. A. Davidson, its personnel and its role as IRMA.

(c) *Compensation.* As consideration for the services to be rendered by D.A. Davidson and as reimbursement for certain expenses which D.A. Davidson incurs pursuant to the Agreement, you shall pay to D.A. Davidson, upon the closing of the financing, a sum that shall not exceed:

<u>Project Size</u>	<u>Minimum Fee*</u>	<u>But in No Case Shall Exceed</u>
\$0.00 - \$5,000,000	\$10,000.00	2.00%
\$5,000,001 - \$10,000,000	\$30,000.00	1.500%
\$10,000,001 or greater	\$50,000.00	1.000%

*Subject to amendment by mutual agreement of you and D.A. Davidson in the event the scope of services is amended.

The fee will be payable at closing from bond proceeds. In the event the issue does not close, no fee will be owed to D.A. Davidson.

2. D. A. Davidson's Regulatory Duties When Servicing Client. MSRB Rule G-42 requires that D.A. Davidson make a reasonable inquiry as to the facts that are relevant to Client's determination whether to proceed with a course of action with a course of action or that form the basis for and advice provided by D. A. Davidson to Client. The rule also requires that D. A. Davidson undertake a reasonable investigation to determine that it is not basing any recommendation on materially inaccurate or incomplete information. D. A. Davidson is also required under the rule to use reasonable diligence to know the essential facts about Client and the authority of each person acting on Client's behalf.

Accordingly, D. A. Davidson will seek Client's assistance and cooperation, and the assistance and cooperation of Client's agents, with the carrying out by D. A. Davidson of these regulatory duties, including providing to D. A. Davidson accurate and complete information and reasonable access to relevant documents, other information and personnel needed to fulfill such duties. In addition, to the extent Client seeks to have D. A. Davidson provide advice with regard to any recommendation made by a third party, D. A. Davidson requests that Client provide to D. A. Davidson written direction to do so as well as any information it has received from such third party relating to its recommendation.

3. Required Disclosures. MSRB Rule G-42 requires that D. A. Davidson provide you with the following disclosures of material conflicts of interest and of information regarding certain legal events and disciplinary history.

(a) *Disclosures of Conflicts of Interest.* MSRB Rule G-42 requires that municipal advisors provide to their clients disclosures relating to any actual or potential material conflicts of interest, including certain categories of potential conflicts of interest identified in Rule G-42, if applicable.

Accordingly, we make the following disclosures with respect to material conflicts of interest in connection with the Scope of Services under the Agreement, together with explanations of how we address or intend to manage or mitigate each conflict. With respect to all of the conflicts disclosed below, D. A. Davidson mitigates such conflicts through its adherence to its fiduciary duty to Client, which includes a duty of loyalty in performing all municipal advisory activities for you. This duty of loyalty obligates us to deal honestly and with the utmost good faith with you and to act in your best interests without regard to our financial or other interests. In addition, because we are a broker-dealer with significant capital due to the nature of its overall business, the success and profitability of D. A. Davidson is not dependent on maximizing short-term revenue generated from individualized recommendations to its clients but instead is dependent on long-term profitability built on a foundation of integrity, quality of service and strict adherence to our fiduciary duty. Furthermore, D. A. Davidson's municipal advisory supervisory structure, leveraging our long-standing and comprehensive broker-dealer supervisory processes and practices, provides strong safeguards against individual representatives of D. A. Davidson potentially departing from their regulatory duties due to personal interests.

The disclosures below describe, as applicable, any additional mitigations that may be relevant with respect to any specific conflict disclosed below.

(i) *Compensation-Based Conflicts.* The fees due to D.A. Davidson under the Agreement are based on the amount of Securities and the payment of our fees is contingent upon the closing of the Securities. While this form of compensation is customary in the municipal securities market, it may present a conflict because it could create an incentive for us to recommend unnecessary financings or financings that are disadvantageous to you or to advise you to increase the size of the issue. This conflict of interest is mitigated by the general mitigations described above.

(ii) *Other Municipal Advisor or Underwriting Relationships.* D. A. Davidson serves a wide variety of other clients that may from time to time have interests that could have a direct or indirect impact on the interests of Client. For example, we serve as municipal advisor to other municipal advisory clients and, in such cases, owe a regulatory duty to our other clients just as we owe to you under the Agreement.

These other clients may, from time to time and depending on the specific circumstances, have competing interests, such as accessing the new issue market with the most advantageous timing and with limited competition at the time of the offering. In acting in the interests of its various clients, we could potentially face a conflict of interest arising from these competing client interests. In other cases, as a broker-dealer that engages in underwritings of new issuances of municipal securities by other municipal entities, the interests of D. A. Davidson to achieve a successful and profitable underwriting for its municipal entity underwriting clients could potentially constitute a conflict of interest if, as in the example above, the municipal entities that D. A. Davidson serves as underwriter or municipal advisor have competing interests in seeking to access the new issue market with the most advantageous timing and with limited competition at the time of the offering. None of these other engagements or relationships would impair our ability to fulfill our regulatory duties to you.

(iii) *Broker-Dealer and Investment Advisory Business.* D. A. Davidson is a broker-dealer and investment advisory firm that engages in a broad range of securities-related activities to service its clients, in addition to serving as a municipal advisor or underwriter. Such securities-related activities, which may include but are not limited to the buying and selling of new issue and outstanding securities and investment advice in connection with such securities, including securities issued by you, may be undertaken on behalf of, or as counterparty to, you, your personnel, and current or potential investors in the securities issued by you. These other clients may, from time to time and depending on the specific circumstances, have interests in conflict with your interests, such as when their buying or selling securities issued by you may have an adverse effect on the market for your securities, and the interests of such other clients could create the incentive for D. A. Davidson to make recommendations to you that could result in more advantageous pricing for the other clients. Any potential conflict arising from D. A. Davidson effecting or otherwise assisting such other clients in connection with such transactions is mitigated by the general mitigations described above.

(iv) *Secondary Market Transactions in Client's Securities.* D. A. Davidson, in connection with its sales and trading activities, may take a principal position in securities, including securities issued by you, and therefore we could have interests in conflict with your interests with respect to the value of your securities while held in inventory and the levels of mark-up or mark-down that may be available in connection with purchases and sales thereof. In particular, D. A. Davidson or its affiliates may submit orders for and acquire the Securities issued by you under the Agreement from members of the underwriting syndicate, either for our own account or for the accounts of our customers. This activity may result in a conflict of interest in that it could create the incentive for us to make recommendations to you that could result in more advantageous pricing of the Securities in the marketplace. Any such conflict is mitigated by the general mitigations described above.

(b) *Disclosures of Information Regarding Legal Events and Disciplinary History.* MSRB Rule G-42 requires that municipal advisors provide to their clients certain disclosures of legal or disciplinary events material to its client's evaluation of the municipal advisor or the integrity of the municipal advisor's management or advisory personnel.

Accordingly, D. A. Davidson sets out below required disclosures and related information in connection with such disclosures.

(j) *D. A. Davidson discloses the following legal or disciplinary events that may be material to your evaluation of D. A. Davidson or the integrity of our management or advisory personnel:*

▪ A regulatory action disclosure filed on Form MA-I relate to the Securities and Exchange Commission's Order dated February 2, 2016 (SEC Admin Releases 33-10019; 34-77021) (the "MCDC Order"). The SEC MCDC Order was issued under the Division of Enforcement's Municipalities Continuing Disclosure Cooperation Initiative, and the violations referred to therein were self-reported by

D.A. Davidson. Pursuant to the MCDC Order, the SEC deemed it appropriate and in the public interest that public administrative and cease-and-desist proceedings be instituted against D.A. Davidson arising for willfully violating Section 17(a)(2) of the Securities Act (an antifraud provision of the federal securities laws) in connection with Municipal Advisor's underwriting of certain municipal securities offerings. The MCDC Order alleged that we (a) conducted inadequate due diligence in certain municipal securities offerings, (b) failed to form a reasonable basis for believing the truthfulness of certain material representations in official statements regarding compliance by issuers with their continuing disclosure undertakings, and (c) as a result, we offered and sold municipal securities on the basis of materially misleading disclosure documents. In connection with the MCDC order, we paid a \$500,000 fine to the SEC. The MCDC Order is available at the SEC's website <https://www.sec.gov/litigation/admin/2016/33-10019.pdf>.

(ii) *How to Access Form MA and Form MA-I Filings.* D. A. Davidson's most recent Form MA and each most recent Form MA-I with the SEC are available SEC's EDGAR system at <http://www.sec.gov/cgi-bin/browse-edgar?action=getcompany&CIK=0000027182>. The SEC permits certain items of information required on Form MA or MA-I to be provided by reference to such required information already filed by D. A. Davidson in its capacity as a broker-dealer on Form BD or Form U4 or as an investment adviser on Form ADV, as applicable. Information provided by D. A. Davidson on Form BD or Form U4 is publicly accessible through reports generated by BrokerCheck at <http://brokercheck.finra.org>, and D. A. Davidson's most recent Form ADV is publicly accessible at the Investment Adviser Public Disclosure website at <http://www.adviserinfo.sec.gov>. For purposes of accessing such BrokerCheck reports or Form ADV, D. A. Davidson's CRD number is 199.

(iii) The date of the last material change to a legal or disciplinary event disclosure on any Form MA or Form MA-I filed by D. A. Davidson with the SEC is February 2, 2016, which change consists of the MCDC Order described above.

(c) *Future Supplemental Disclosures.* As required by MSRB Rule G-42, this Section 3 may be supplemented or amended, from time to time as needed, to reflect changed circumstances resulting in new conflicts of interest or changes in the conflicts of interest described above, or to provide updated information with regard to any legal or disciplinary events of D. A. Davidson. We will provide you with any such supplement or amendment as it becomes available throughout the term of the Agreement.

4. Term and Termination. The term of this engagement shall extend from the date of this Agreement to the closing of the Financing. Notwithstanding the forgoing, either party may terminate Davidson's engagement at any time without liability or penalty upon at least 30 days' prior written notice to the other party. If Davidson's engagement is terminated by the Client, the Client agrees [to compensate Davidson for the services provided and] to reimburse Davidson for its out-of-pocket expenses incurred until the date of termination and if within 12 months following such termination the Client completes the Financing the Client shall pay Davidson the Municipal Advisory Fee.

5. Indemnification; Limitation of Liability. The Client agrees that neither Davidson nor its employees, officers, agents or affiliates shall have any liability to the Client for the services provided hereunder except to the extent it is judicially determined that Davidson engaged in gross negligence or willful misconduct. In addition, to the extent permitted by applicable law, the Client shall indemnify, defend and hold Davidson and its employees, officers, agents and affiliates harmless from and against any losses claims, damages and liabilities that arise from or otherwise relate to this Agreement, actions taken or omitted in connection herewith, or the transactions and other matters contemplated hereby, except to the extent such losses, claims, damages or liabilities are judicially determined to be the result of Davidson's gross negligence or willful misconduct.


6. Miscellaneous. This Agreement shall be governed and construed in accordance with the laws of the State of Missouri. This Agreement may not be amended or modified except by means of a written instrument executed by both parties hereto. This Agreement may not be assigned by either party without the prior written consent of the other party.

If there is any aspect of this Agreement that you believe requires further clarification, please do not hesitate to contact us. If the foregoing is consistent with your understanding of our engagement, please sign and return the enclosed copy of this letter.

Again, we thank you for the opportunity to assist you with the Financing and the confidence you have placed in us.

Very truly yours,

D.A. DAVIDSON & CO.

By: 
Steve Goehl, Senior Vice President

Accepted this ___ day of _____, 2017

CITY OF ASHLAND, MISSOURI

By: _____

Title: Mayor

12/12/17

To whom it may concern:

I formally resign from Planning
& Zoning due to health reasons.

~~KK [Signature]~~

Possible pilot project.

I would like to propose an Economic development pilot program to advertise our community. To entice industrial, commercial developers and or businesses into our area.

Create a Magazine style presentation that appeals to site selectors or developers to let them know about Ashland and what we have to offer. Essentially advertise our sites, buildings, and property's that are business ready along with relevant information about the community. Seek out publications that reach site selectors and publish our project with them. We have a lot to offer in Ashland. I think it is time we let other know across the nation about our community.

What do site selectors look for?

- *Size of land parcel for possible business and location of property.*
- *Traffic studies.*
- *Average level of education.*
- *Level of average income in surrounding area.*
- *Capacity of utility's in sounding area.*
- *Population count in the region.*
- *Location of roadways in respect to possible business.*
- *Contact information of property owners.*
- *Basic economics in the region.*
- *Policy procedure as well as planning and zoning rules and regulations in the area.*
- *Contact information for county and city offices.*
- *Soil condition at sites, Weather etc.*

I am willing to lobby to the board for funding an endeavor such as this and or am open to other ideas. However would like to proceed in this fashion if the SBECD council is open to the ideas.

I am goal oriented and would like to see a simple contact for services approach on this or other projects with SBECD.

In conclusion

I think if we are able to develop such publication, we may be able to include other rural City's in Boone County to participate. I have spoken with other Mayors along with the Boone County Commission about this project and have received very favorable feedback. Other funding options would be the property and or site owners.

Thank you Ashland Mayor Gene W Rhorer



THE CITY OF ASHLAND, MISSOURI

December 19, 2017 City Administrator Report

1. Rezoning Requests
 - a. Notes shared with Planning and Zoning

2. Financials
 - a. Sales Tax Report
 - i. Income continues downward trend
 - ii. Internal excel sheet
 - iii. DOR distribution reports
 - iv. Mystery amount, letter

109 E. BROADWAY ~ P.O. BOX 135 ASHLAND, MO 65010 (573) 657-2091

POLICE DEPT: (573) 657-9062 FAX: (573) 657-7018 WWW.ASHLANDMO.US

Monthly Tax Receipts for Current and Prior Years

SALES	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	total
FY 2019													
FY 2018	\$20,117.54	\$34,760.98	\$45,056.94	\$15,724.36	\$42,665.59	\$36,538.64	\$21,846.62	\$49,886.81					\$266,597.48
FY 2017	\$30,672.89	\$39,300.40	\$28,955.58	\$24,767.14	\$45,623.40	\$27,846.72	\$21,867.93	\$43,522.40	\$33,164.72	\$14,824.27	\$40,621.73	\$29,486.22	\$380,653.40
FY 2016	\$15,950.83	\$35,011.11	\$35,362.42	\$16,281.95	\$41,929.77	\$29,533.69	\$11,613.02	\$48,888.76	\$26,806.16	\$19,379.02	\$37,827.36	\$29,881.67	\$348,465.76
FY 2015	\$24,357.26	\$34,501.01	\$44,292.28	\$22,490.17	\$35,989.17	\$29,222.85	\$21,187.71	\$36,363.78	\$27,023.00	\$20,326.92	\$37,733.55	\$29,462.98	\$362,950.68
FR 2014	\$19,885.93	\$36,083.88	\$38,422.30	\$15,324.69	\$41,000.32	\$30,326.53	\$23,043.44	\$40,354.69	\$17,905.20	\$22,144.66	\$35,128.76	\$27,346.77	\$346,967.17
FY 2013	\$18,299.34	\$28,499.62	\$30,920.91	\$13,209.73	\$42,748.62	\$26,763.73	\$13,143.42	\$33,410.97	\$26,884.03	\$21,658.59	\$33,232.77	\$30,151.92	\$318,923.65
CAPITAL	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	total
FY 2019													
FY 2018	\$9,026.83	\$16,450.63	\$20,848.33	\$7,088.10	\$18,758.22	\$18,060.19	\$6,865.48	\$23,684.03					\$120,781.81
FY 2017	\$14,771.71	\$17,914.59	\$13,673.33	\$11,614.06	\$20,343.72	\$12,478.27	\$10,099.83	\$20,489.08	\$15,185.10	\$6,792.79	\$17,776.89	\$13,548.84	\$174,688.21
FY 2016	\$7,289.27	\$15,416.65	\$16,947.16	\$7,479.23	\$18,667.07	\$13,344.32	\$5,070.71	\$22,570.47	\$12,581.25	\$8,995.42	\$16,385.98	\$13,618.19	\$158,365.72
FY 2015	\$11,505.16	\$15,949.03	\$20,481.29	\$10,559.08	\$16,933.17	\$12,327.56	\$9,820.27	\$16,322.57	\$12,522.79	\$9,496.30	\$16,006.81	\$13,327.04	\$165,251.07
FY2014	\$9,299.07	\$15,736.69	\$18,378.40	\$7,002.09	\$18,403.76	\$15,007.04	\$9,748.92	\$18,324.45	\$8,034.17	\$10,457.88	\$14,520.55	\$11,989.24	\$166,902.26
FY2013	\$8,514.50	\$12,770.76	\$14,803.74	\$5,915.73	\$19,095.47	\$12,079.76	\$5,787.22	\$15,100.76	\$12,625.70	\$10,172.29	\$14,230.89	\$13,737.80	\$144,834.62
TRANSP	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	total
FY 2019													
FY 2018	\$8,955.98	\$16,381.01	\$20,742.91	\$7,069.45	\$18,758.23	\$18,060.19	\$6,865.40	\$23,474.29					\$120,307.46
FY 2017	\$14,606.49	\$17,787.45	\$13,492.15	\$11,541.85	\$20,189.38	\$12,394.46	\$10,003.36	\$20,349.83	\$15,112.94	\$6,666.77	\$17,776.84	\$13,397.00	\$173,318.52
FY 2016	\$7,289.17	\$15,359.12	\$16,947.16	\$7,347.39	\$18,643.76	\$13,339.93	\$5,030.92	\$22,398.86	\$11,091.95	\$8,916.37	\$16,254.31	\$13,355.01	\$155,973.95
FY 2015	\$11,439.90	\$15,596.50	\$20,457.09	\$9,643.40	\$17,711.66	\$12,325.02	\$9,068.42	\$16,310.43	\$12,495.39	\$9,457.54	\$15,979.94	\$13,277.71	\$163,753.00
FY2014										\$1,306.33	\$6,586.51	\$11,644.40	\$19,537.24
AMOUNTS BUDGETED	FISCAL YEAR 2018	FISCAL YEAR 2017	FISCAL YEAR 2016	FISCAL YEAR 2015	FISCAL YEAR 2014	FISCAL YEAR 2013	FISCAL YEAR 2013	FISCAL YEAR 2013	FISCAL YEAR 2013	FISCAL YEAR 2013	FISCAL YEAR 2013	FISCAL YEAR 2013	FISCAL YEAR 2013
SALES (10-10-4010)	\$375,000.00	\$374,000.00	\$350,000.00	\$360,000.00	\$300,000.00	\$270,000.00	\$360,000.00	\$300,000.00	\$360,000.00	\$300,000.00	\$300,000.00	\$270,000.00	\$270,000.00
CAPITAL 50-51-4390)	\$170,000.00	\$175,000.00	\$155,000.00	\$165,000.00	\$140,000.00	\$122,135.84	\$165,000.00	\$140,000.00	\$165,000.00	\$140,000.00	\$140,000.00	\$122,135.84	\$122,135.84
TRANS (20-20-4174)	\$170,000.00	\$174,800.00	\$155,000.00	\$165,000.00	\$30,000.00		\$165,000.00	\$30,000.00	\$165,000.00	\$30,000.00	\$30,000.00		
AMOUNTS RECEIVED	FISCAL YEAR 2018	FISCAL YEAR 2017	FISCAL YEAR 2016	FISCAL YEAR 2015	FISCAL YEAR 2014	FISCAL YEAR 2013	FISCAL YEAR 2013	FISCAL YEAR 2013	FISCAL YEAR 2013	FISCAL YEAR 2013	FISCAL YEAR 2013	FISCAL YEAR 2013	FISCAL YEAR 2013
SALES	\$380,653.40	\$380,653.40	\$348,465.76	\$362,950.68	\$346,967.17	\$318,923.65	\$362,950.68	\$346,967.17	\$362,950.68	\$346,967.17	\$346,967.17	\$318,923.65	\$318,923.65
CAPITAL	\$174,688.21	\$174,688.21	\$158,365.72	\$165,251.07	\$156,902.26	\$144,834.62	\$165,251.07	\$156,902.26	\$165,251.07	\$156,902.26	\$156,902.26	\$144,834.62	\$144,834.62



THE CITY OF ASHLAND, MISSOURI

409 REDBUD LANE

Dave Westoff requests approval for rezoning a residential parcel to general commercial. The location is at the corner of Redbud and Henry Clay. Currently, the building is a small duplex with a parking lot on the west side. Central Bank of Boone County is on the east side of Henry Clay Boulevard. East of the Bank, on both sides of Redbud is R-2 zoning. General Commercial Zoning borders the homes on the south side of Redbud, to the south. North of the target address is R-1 zoning.

9.230. General Commercial District

The general commercial district is broadly permissive of a wide array of light and medium intensity retail and service uses, appropriate to its role as a focal point for community shopping, trade, employment, entertainment and government. **It is not regarded as a residential district,** though some residential uses may be conditionally established in adjunctive roles.

A zoning change request from residential to commercial will require structure modifications before a business can take occupancy. Residential to Commercial is called a "change of use" which requires upgrades to meet commercial standards for the use intended. A minimal amount of increased traffic should result from this request.



109 E. BROADWAY ~ P.O. BOX 135 ASHLAND, MO 65010 (573) 657-2091

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THE CITY OF ASHLAND, MISSOURI

205 SOUTH MAIN

Currently, this location is an empty building that was a church at one time. It sits away from the road, with a parking lot in front. O-1 zoning is described as:

9.200. O-1, Office District

This district can accommodate some residential and related uses, but principally serves as a location for residentially compatible light office activity.



There are no sight restrictions for motorists entering, exiting or passing by the driveway into the parcel.

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POLICE DEPT: (573) 657-9062 FAX: (573) 657-7018 WWW.ASHLANDMO.US

South County Church of Christ
205 S Main St
Ashland, MO 65010

September 1, 2017

City of Ashland
PO Box 135
Ashland, MO 65010

RE: LETTER OF INTENT FOR REZONING OF PARCEL 2450700020350001

To Whom It May Concern:

Parcel 2450700020350001, common address of 205 South Main St, currently operates as South County Church of Christ. This property is currently zoned R-1 for which permitted use includes a Church (City of Ashland Code Chapter 9.167).

The structure on the property is consistent with a metal 'pole barn' construction, including metal siding and roof, and a roll up garage door. The structure is insulated, and has an adequate HVAC system installed. The structure is more akin to a commercial or retail building than neighboring residences.

This property and building will be sold to Chris Lohman, doing business as Heartland Forest Consulting. Heartland Forest Consulting is an Ashland-based company whose work includes analysis for forestry and timber stand improvement, harvesting, and conservation. The business will occupy the property and operate an office space in the existing building. No additional changes will be made to property access, ingress, or egress.

A request is hereby made, for parcel 2450700020350001, for a change in zoning to O-1 for which a permitted use includes a business office, such as Heartland Forrest Consulting (City of Ashland Code Chapter 9.205).

While this property will no longer be occupied by our church, we believe that the highest and best use of this parcel and its existing building, is for an office space, O-1 zoning, or similar district. Furthermore, we believe that this change in zoning will be consistent with neighboring businesses to the south, including Alan Anderson/Just Fabulous Flower Shop (209 S Main St) and an in-home daycare facility (207 S Main St); as well as with properties zoned R-3 to the north of this parcel including Ashland Apartments, LLC (200 Church St) and the property at 203 S Main St*.

* Per April 2008 City of Ashland Zoning Map.

Figure 5.1
Ten Year Growth Strategy

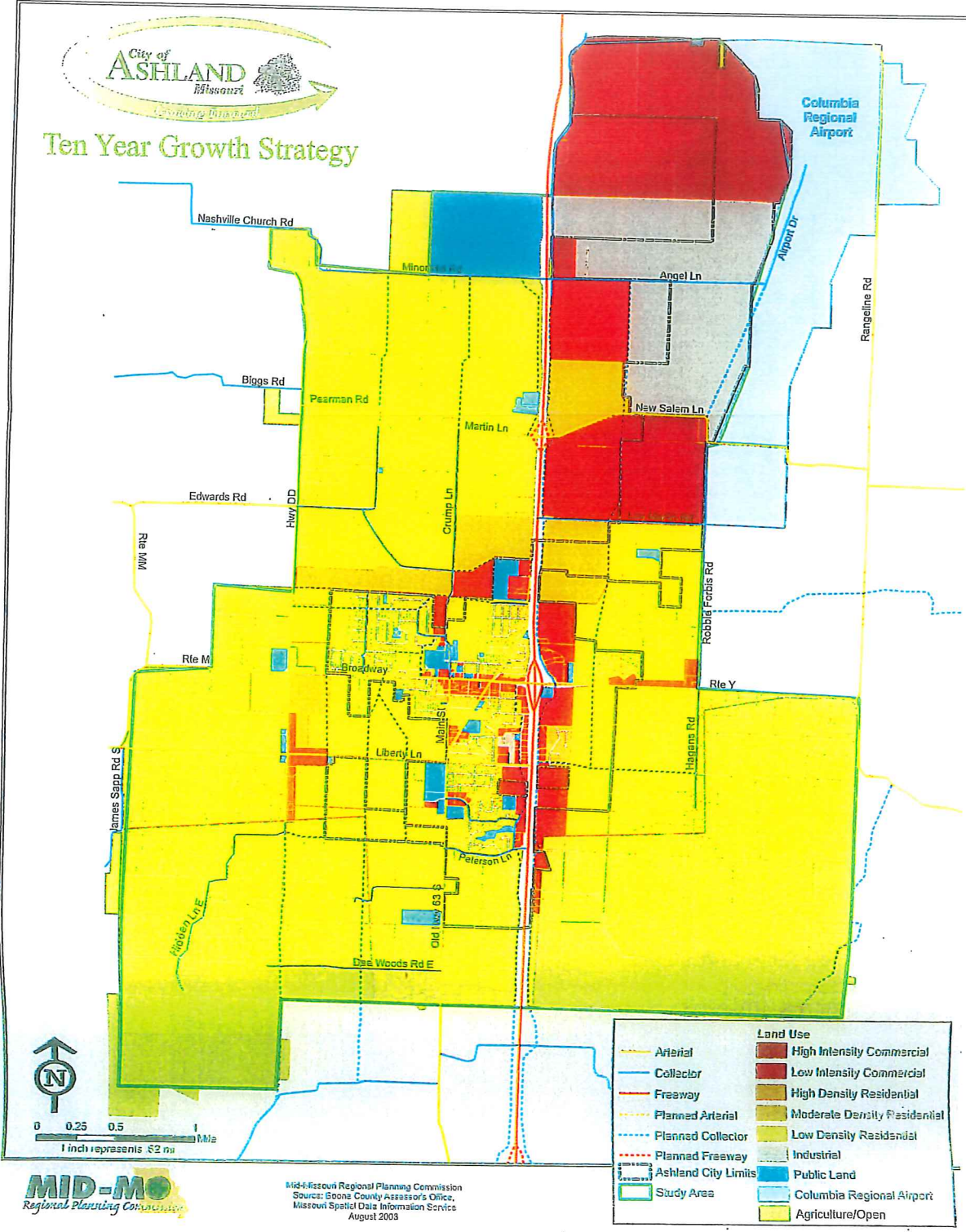
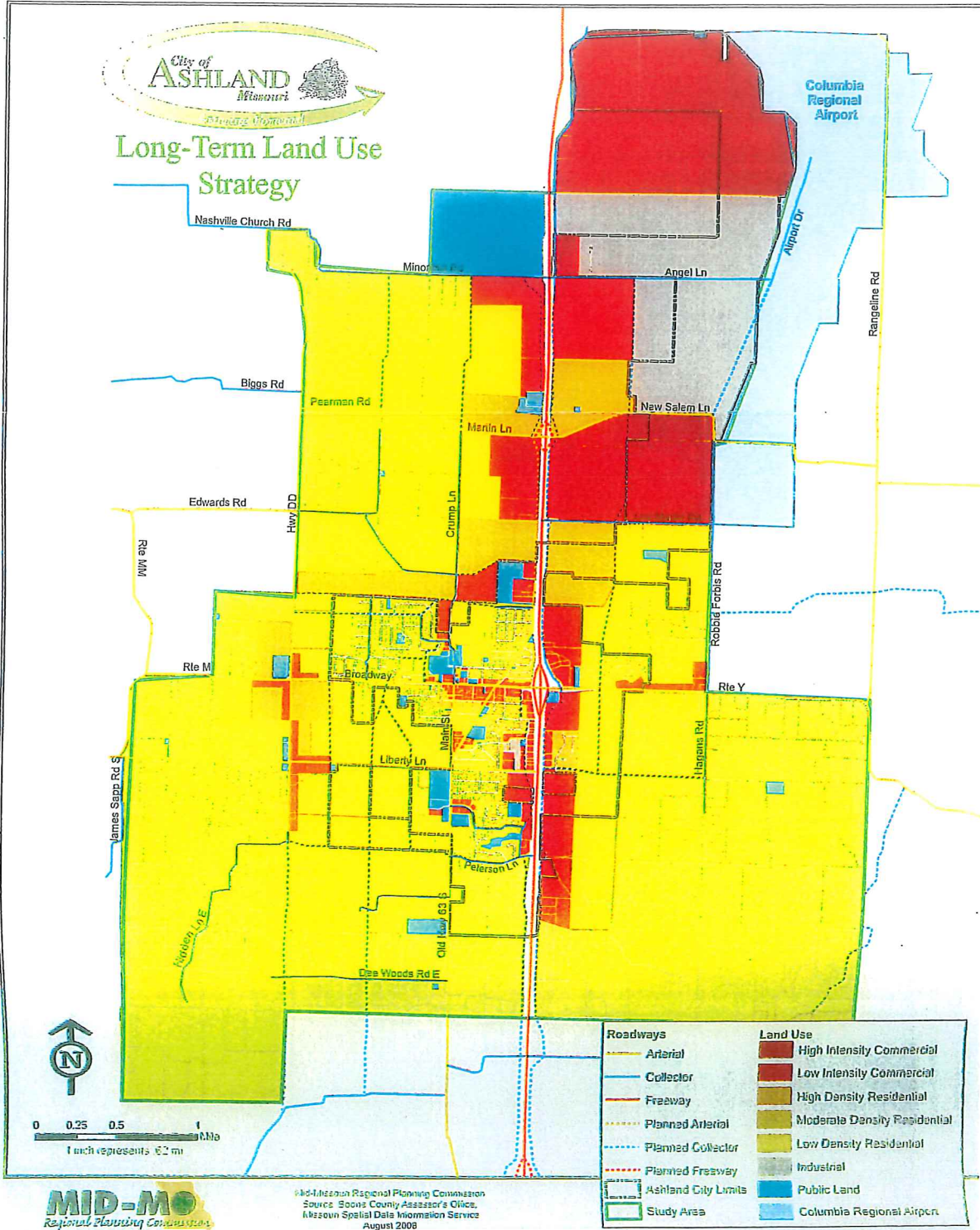


Figure 5.2
Long Term Land Use
Strategy





MISSOURI DEPARTMENT OF REVENUE
 TAXATION DIVISION
 PO BOX 3380
 JEFFERSON CITY, MO 65105-3380

Date: 12/07/2017

SALES TAX DISTRIBUTION DEPOSIT NOTICE

0006-000



ASHLAND
 CITY CLERK
 PO BOX 135
 ASHLAND MO 65010-0135

POLITICAL SUBDIVISION ID: 02242000

Notice Number: 2000683492

Distribution Month: November

Telephone: 573-751-4876
 Fax: 573-522-1160
 Email: localgov@dor.mo.gov

The Missouri Department of Revenue distributed your local sales tax by electronic funds transfer (ACH) for your credit and use for the November 2017 collections as follows

Tax Type Code	200
TaxType Name	CITY
Bank Name	Central Bank of Boone County
Account Number (Last Four Digits)	3720
Tax Distribution	\$28,030.24
Interest Distribution	\$0.00
Amount Deposited	\$28,030.24

Below is your recent account history. You can compare this month's distribution with the same month in prior years for this account. You can also compare the year-to-date distribution with the same year-to-date in prior years.

Account History					
Period	2015	2016	2017	2016 Compared to 2015	2017 Compared to 2016
November	\$48,888.76	\$43,522.40	\$28,030.24	\$(5,366.36)	\$(15,492.16)
Year-to-Date	\$322,095.00	\$349,644.51	\$329,774.13	\$27,549.51	\$(19,870.38)

You can access the Department's "Local Taxes Financial Statement" for this month at <http://dor.mo.gov/business/citycounty>.

If you do not receive your distribution or if you require additional information, contact the Taxation Division at the above address, telephone number, fax number, or e-mail.



MISSOURI DEPARTMENT OF REVENUE
 TAXATION DIVISION
 PO BOX 3380
 JEFFERSON CITY, MO 65105-3380

Date: 12/07/2017

SALES TAX DISTRIBUTION DEPOSIT NOTICE

0006-000



ASHLAND
 CITY CLERK
 PO BOX 135
 ASHLAND MO 65010-0135

POLITICAL SUBDIVISION ID: 02242000

Notice Number: 2000683050

Distribution Month: November

Telephone: 573-751-4876
 Fax: 573-522-1160
 Email: localgov@dor.mo.gov

The Missouri Department of Revenue distributed your local sales tax by electronic funds transfer (ACH) for your credit and use for the November 2017 collections as follows

Tax Type Code	210
TaxType Name	CITY CAPITAL IMPROVEMENTS
Bank Name	Central Bank of Boone County
Account Number (Last Four Digits)	3720
Tax Distribution	\$12,913.60
Interest Distribution	\$0.00
Amount Deposited	\$12,913.60

Below is your recent account history. You can compare this month's distribution with the same month in prior years for this account. You can also compare the year-to-date distribution with the same year-to-date in prior years.

Account History					
Period	2015	2016	2017	2016 Compared to 2015	2017 Compared to 2016
November	\$22,570.47	\$20,489.08	\$12,913.60	\$(2,081.39)	\$(7,575.48)
Year-to-Date	\$145,615.03	\$160,384.18	\$148,176.03	\$14,769.15	\$(12,208.15)

You can access the Department's "Local Taxes Financial Statement" for this month at <http://dor.mo.gov/business/citycounty>.

If you do not receive your distribution or if you require additional information, contact the Taxation Division at the above address, telephone number, fax number, or e-mail.



MISSOURI DEPARTMENT OF REVENUE
 TAXATION DIVISION
 PO BOX 3380
 JEFFERSON CITY, MO 65105-3380

Date: 12/07/2017

SALES TAX DISTRIBUTION DEPOSIT NOTICE

0006-000



ASHLAND
 CITY TREASURER
 PO BOX 135
 ASHLAND MO 65010-0135

POLITICAL SUBDIVISION ID: 02242000

Notice Number: 2000683034

Distribution Month: November

Telephone: 573-751-4876
 Fax: 573-522-1160
 Email: localgov@dor.mo.gov

The Missouri Department of Revenue distributed your local sales tax by electronic funds transfer (ACH) for your credit and use for the November 2017 collections as follows

Tax Type Code	215
TaxType Name	CITY PUBLIC MASS TRANSPORTATION
Bank Name	Central Bank of Boone County
Account Number (Last Four Digits)	3720
Tax Distribution	\$12,704.04
Interest Distribution	\$0.00
Amount Deposited	\$12,704.04

Below is your recent account history. You can compare this month's distribution with the same month in prior years for this account. You can also compare the year-to-date distribution with the same year-to-date in prior years.

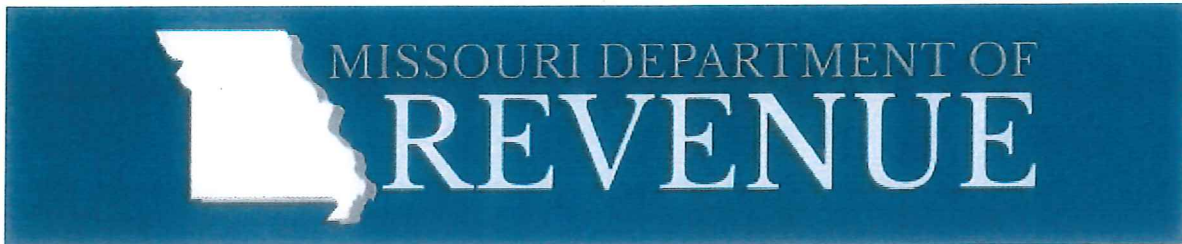
Account History					
Period	2015	2016	2017	2016 Compared to 2015	2017 Compared to 2016
November	\$22,398.86	\$20,349.83	\$12,704.04	\$(2,049.03)	\$(7,645.79)
Year-to-Date	\$145,019.75	\$158,890.66	\$147,423.68	\$13,870.91	\$(11,466.98)

You can access the Department's "Local Taxes Financial Statement" for this month at <http://dor.mo.gov/business/citycounty>.

If you do not receive your distribution or if you require additional information, contact the Taxation Division at the above address, telephone number, fax number, or e-mail.

Lyn Woolford

From: DOR@public.govdelivery.com
Sent: Wednesday, December 13, 2017 3:43 PM
To: Lyn Woolford
Subject: Supplemental Sales and Use Tax Distribution



Having trouble viewing this e-mail? View it as a [web page](#).



Dear Sir or Madam:

This letter is to inform you that the Missouri Department of Revenue is performing a supplemental sales and use tax distribution during December. Transparency is of utmost importance to the Department and as a result we wanted to detail our thinking and efforts here.

As I'm sure you are aware, in September of 2017, the Department began using a new tax system to process sales and use tax returns. As is always the case there have been challenges in implementing a new system, and our experience with this process has been no different. As we have worked through these challenges we have experienced some delay in our distributions to cities, counties, and districts. To remedy this, the Department is taking extraordinary action by making this supplemental distribution of local sales and use taxes that had been collected through November 30, 2017 but not distributed, as would be our normal practice, during the regularly scheduled distribution in early December.

You will receive a supplemental distribution if the Department processed sales and use tax returns for your jurisdiction between December 1, 2017 and December 11, 2017 which resulted in a positive balance in your distribution fund.

The additional distribution will be deposited electronically into your bank account or mailed to the address where we normally send your distributions. Please note that monthly distribution reports for this supplemental distribution will not be available on our portal until early January, when the Department performs the regularly scheduled December distribution. At that time, the monthly distribution reports will show the total of both the supplemental distribution amounts and the regularly scheduled distribution amounts.