



## Public Participation Policy

It is the policy of The City of Willard to:

- Ensure that The City of Willard’s public involvement process is available to all persons regardless of race, color, national origin, disability, age, sex or prior exercise of rights or opposition to actions protected under federal nondiscrimination laws.
- Ensure that the factors used to determine the appropriate time, place, location, duration, and security of public meetings are developed and applied in a non-discriminatory manner.
- Develop, publicize and implement written public participation procedures that include implementation of steps for effective public participation that is accessible to all persons regardless of race, color, national origin (including LEP), disability, age, and sex each time The City of Willard engages in public participation or public involvement processes.
  - The City of Willard community:
    - The City of Willard has a population of approximately 6500 according to the 2020 US Census Bureau and covers approximately 6 square miles and is located approximately 6 miles from the City of Springfield. The city serves as “basically” a bedroom community for Springfield.
    - 32.9% of the population is under the age of 18 years. 10.2% of the population is over the age of 65. 49.5% of the population is female.
    - According to the to the US Census Bureau, the population is 93.55% white, 1% African American, 2.95% two or more races and 2.5% Hispanic or Latino.
    - The median household income is \$76,500, per capita income is \$ 28,836 and 11.5% of persons are in poverty.
    - Prevalent languages spoken by Limited English Proficiency (LEP) Persons is 2.2% Spanish and 3% other Indo-European languages.
  - City of Willard History
    - The community of Willard began with the following settlers in the area: Oscar Farmer and family – 1836, Dennis Kime and family – 1854 and George Sloan and family – 1860.
    - In 1884 the St. Louis and San Francisco Railway constructed a rail line form Springfield to Bolivar through Willard. This led to population and economic growth.

- The City of Willard was incorporated in 1949 and currently is a Fourth-Class city with a City Administrator, Mayor and Board of Aldermen form of government.
- Key Personnel:
  - Donna Stewart, Interim City Administrator, tel. 417-742-5304, [ca@cityofwillard.org](mailto:ca@cityofwillard.org)
  - Dona Slater, City Clerk, Non-Discrimination Coordinator, tel. 417-742-5302, [clerk@cityofwillard.org](mailto:clerk@cityofwillard.org)
  - Carolyn Halverson, Chief Financial Officer, tel. 417-742-5301, [cfo@cityofwillard.org](mailto:cfo@cityofwillard.org)
  - Justin Sorgen, Public Works Director, tel. 417-742-5307, [pwd@cityofwillard.org](mailto:pwd@cityofwillard.org)
  - Jason Knight, Parks Director, tel. 417-742-5381, [parksdir@cityofwillard.org](mailto:parksdir@cityofwillard.org)
  - Mike Ruesch, Planning Director, tel. 417-742-5310, [planning@cityofwillard.org](mailto:planning@cityofwillard.org)
  - Terry Forshee, Municipal Court Clerk, tel. 417-742-5306, [court@cityofwillard.org](mailto:court@cityofwillard.org)
  - Tom McClain, Chief of Police, tel. 417-742-5341, [chiefofpolice@cityofwillard.org](mailto:chiefofpolice@cityofwillard.org)
- Past and Present Community Concerns
  - Currently there are none. However, The City of Willard will address future concerns per policy.
  - There have been no complaints filed under the federal Non-Discrimination laws.
  - A detailed plan of action (outreach activities) will be undertaken to address concerns when they arise.
- Contingency Plans
  - The City of Willard will always be vigilant for future circumstances that require contingency plans.
- Public Meetings
  - Public Meetings are normally held in the Board of Aldermen/Court Room at City Hall or the Community Center adjacent to City Hall. Both locations are fully accessible to disabled persons.
  - Public Meeting schedules are determined by City Staff. There is no public transportation in The City of Willard to determine schedules.
- Language Assistance Services
  - The primary contact for Language Assistance Services is Dona Slater, Non-Discrimination Coordinator (contact information above).
  - Interpretation and Translation Services are provided by Language Access Multicultural People (LAMP) at 877-240-6398.

- Local Media Contacts
  - There are no cultural or linguistic media outlets in the area. However, a list of media outlets are shown below:
    - Springfield New-Leader
    - SGF Daily Citizen
    - Greene County Commonwealth
    - KYTV Channel 3
    - KOLR Channel 10
- The office of the Non-Discrimination Coordinator will serve as the repository for all information.