

# FY2019 ANNUAL OPERATING BUDGET



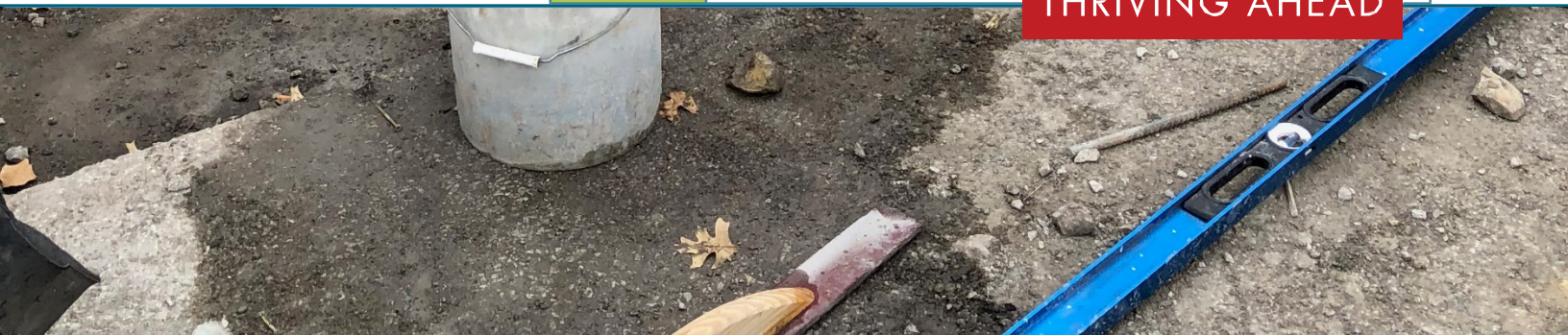
A community with growing spaces, that is going places, the City of Smithville, Missouri is comfortably uncomplicated. While it is closely connected to the Kansas City metropolitan area, Smithville is serene and far from routine.

[www.smithvillemo.org](http://www.smithvillemo.org)



**SMITHVILLE**  
missouri

**THRIVING AHEAD**





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## FY2019 BUDGET MESSAGE

Honorable Mayor and Board of Aldermen:

It is my pleasure to present the City of Smithville Fiscal Year 2019 Operating and Capital Budget. This budget reflects the cooperation and dedicated work of staff, Mayor Boley, and the Board of Aldermen in achieving the goals and needs of our community.

This document illustrates how resources are allocated to implement the priority initiatives identified by the Board of Aldermen at a July 2018 retreat.

- The FY2019 revenue budget totals \$20,300,530 across all funds and includes a 2% increase in sales tax revenues and 1.2% increase in property tax revenues.
- The FY2019 expenditure budget totals \$22,579,150 across all funds and includes a 1.5% cost of living adjustment (COLA) and a 1.5% merit pool for employee compensation adjustments.
- The General Fund revenue budget totals \$4,975,660 and expenditure budget totals \$4,963,600, representing a balanced budget, which meets a short-term goal outlined by the Board.
- The General Fund budget includes funding for a citizen survey to assist in determining citizen satisfaction with services provided.
- The General Fund budget includes funding for a citizen-based strategic planning process to assist in identifying future community services, programming, and infrastructure needs.
- The General Fund budget reflects Board direction to transfer operation of the Smithville Municipal Court to the Clay County Circuit Court, which is anticipated to be complete January 1, 2019.

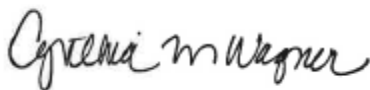
- The General Fund budget reflects the addition of one new position: a second School Resource Officer in the Police Department.
- The General Fund budget funds a pilot program for one sponsorship of a police cadet in the state training program on a trial basis.
- The FY2019 budget incorporates revenues and expenditures related to the 0.5% capital improvement sales tax and related bond issuance approved by voters in April of 2018 and will fund:
  - the Amory Road Bridge Replacement Project (this \$460,000 project was completed in FY2018, with bond proceeds reimbursing the General Fund for its portion of those expenditures in FY2019),
  - Phase I of the Downtown Streetscape project (a \$2,325,000 project currently under construction),
  - the Second Creek Road Bridge Replacement project (a \$785,500 project currently under construction)
  - the 180<sup>th</sup> Street Sidewalk and Trail Improvements project (a \$317,500 project currently under construction)
  - the Route DD Walking Trail Improvements project (an estimated \$872,500 project set to be designed this winter and bid this spring), and
  - the South Commercial Street Sidewalk Improvements project (an estimated \$492,500 project set to be designed this winter and bid this spring).
- The FY2019 budget incorporates revenues and expenditures related to the 0.5% transportation sales tax, which will fund:
  - construction of stormwater and street repairs on Maple Lane,
  - construction of stormwater and street repairs on Quincy Street,
  - the 2019 Asphalt Overlay project, which includes new asphalt on Amory Road east of the location of the bridge replacement and on Wise Road,
  - the sealing of Meadow Street, Mill Street, Church Street, and Commercial Street in the downtown area, and
  - the lane striping on 180<sup>th</sup> Street, 188<sup>th</sup> Street, Second Creek Road, Amory Road, South Commercial Drive, and Lowman Road.

- The Combined Water and Wastewater Systems (CWWS) Fund budget accounts for the completion of a utility rate study by the end of calendar year 2018, which will recommend rates for both the water and sewer utilities for the next several years. Rate study dialogue and the FY2019 budget include the following construction projects:
  - the Influent the Pump Station, Excess Flow Holding Tank, and Interceptor Sewers project (a \$7,150,000 project currently under construction),
  - the Main Street Waterline project (an estimated \$850,000 project set to be designed this winter and bid this spring),
  - the Hawthorne Street, Woodland Court, and Ashmont Sewer projects (an estimated \$300,000 project set to be designed this winter and bid this spring),
  - the completion of the Basins Rehabilitation and Painting project (an estimated \$175,000 project set to be bid this spring),
  - the 144<sup>th</sup> Street and Forrest Oaks Sewer project (an estimated \$2,500,000 project set to be designed this summer, with construction in FY2020), and
  - the Valve Box Replacement project (an estimated \$366,000 project set to be designed this summer, with construction in FY2020).

I want to thank each department director for their work in preparing this budget. A special thanks goes to Finance Director Daniel Toleikis for his efforts in budget review and a commitment to providing a revised format for budget review and presentation.

I look forward to working with you through the year in implementing this budget and the goals it represents.

Sincerely,



Cynthia M. Wagner  
City Administrator

# MISSION, VISION, AND VALUES

The Mayor and Board of Aldermen met on July 31<sup>st</sup>, 2018 to set a course for the community's future over the next five years. At this session, they affirmed the following vision statement:

*A thriving Smithville will embrace growth, encourage commerce, respect its past and cultivate its natural surroundings.*

The City of Smithville has adopted six pillars of excellence as the foundation for its vision for a thriving city. The six pillars – Growth, Governance, Community Life, Finance, Infrastructure, and Community Engagement – are a visible testament to our commitment to the Smithville vision statement.



## GROWTH

We nurture a thriving economy by attracting and maintaining diverse development.

### SHORT-TERM GOAL

update the comprehensive plan

### LONG-TERM GOAL

none identified

Implementing the goals: the FY2019 budget does not include funds for updating the comprehensive plan. After the citizen-based strategic plan and community survey are completed in FY2019, the FY2020 budget will contain an emphasis on updating the comprehensive plan.



## GOVERNANCE

We act as a cohesive team, providing the human and physical resources to advance the goals and the betterment of the community.

### SHORT-TERM GOAL

evaluate staffing needs  
hire new and develop existing staff

### LONG-TERM GOAL

build a new police station or police substation

Implementing the goals: in FY2018, the City went under contract to purchase a parcel of land inside City limits which could become the site of a new police station or police substation. Board discussions in FY2019 will determine the future intent of that parcel of land and provide a vision for its development. Also in FY2019, a review of staffing levels will be conducted, and recommendations will be made to the Board regarding development and/or hiring of staff.



## COMMUNITY LIFE

We provide an environment where all can experience safety, security and opportunity for an active, healthy lifestyle.

### SHORT-TERM GOAL

none identified

### LONG-TERM GOAL

develop a 12-court basketball mega-complex

Implementing the goals: the FY2019 budget does not include funds for developing a sports mega-complex. A citizen-based strategic planning process can assist in further refining this goal, including timeline, amenities, and potential funding sources.



## FINANCE

We maintain public trust through fiscally sound investment of public revenues and resources.

### SHORT-TERM GOAL

develop a balanced-budget

### LONG-TERM GOAL

none identified

Implementing the goals: The FY2019 General Fund, Capital Improvement Sales Tax Fund, Debt Service Fund, and Sanitation Fund budgets are balanced. The FY2019 Capital Projects Fund, Transportation Sales Tax Fund, and Combined Water and Wastewater Fund budgets are not balanced, as the City and Board has chosen to utilize cash balances from those Funds to complete infrastructure projects.



## INFRASTRUCTURE

We envision, build, and maintain the necessary road, utilities and strategic land use to prepare for residential and economic growth.

### SHORT-TERM GOAL

south sewer line completion

### LONG-TERM GOAL

implement recommendations of water master plan; complete update of sewer master plan

Implementing the goals: the FY2019 budget includes \$5,665,500 for completion of the Influent Pump Station, Excess Flow Holding Tank, and Sewer Interceptors project and reflects the launch of the Water Master Plan by investing \$175,000 in design for the Valve Box Replacement and 144<sup>th</sup> Street and Forrest Oaks Sewer projects, the first two projects identified by the Plan, with construction planned for FY2020 on both projects. In total, the FY2019 budget contains more than \$14 million dedicated to infrastructure. The FY2019 budget does not contain funds to update the Sewer Master Plan and no timetable has been determined.





## COMMUNITY ENGAGEMENT

We seek input, partner with our community, and encourage active participation in creating our future.

### SHORT-TERM GOALS

increase professionalism of live stream for meetings  
conduct a citizen-based strategic plan  
complete Heritage Park improvements

### LONG-TERM GOAL

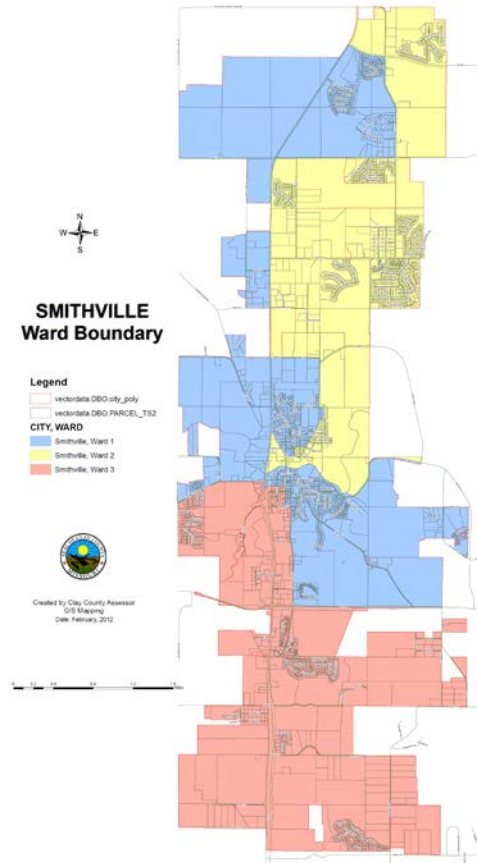
none identified

Implementing the goals: in FY2018, the City upgraded its internet capability to increase the reliability of internet streams for meetings and purchased a new camera and audio equipment. The FY2019 budget includes \$50,000 for conducting a citizen-based strategic plan and \$150,000 for improvements at Heritage Park.

# ELECTED BODY AND EXECUTIVE STAFF

## **MAYOR AND BOARD OF ALDERMEN**

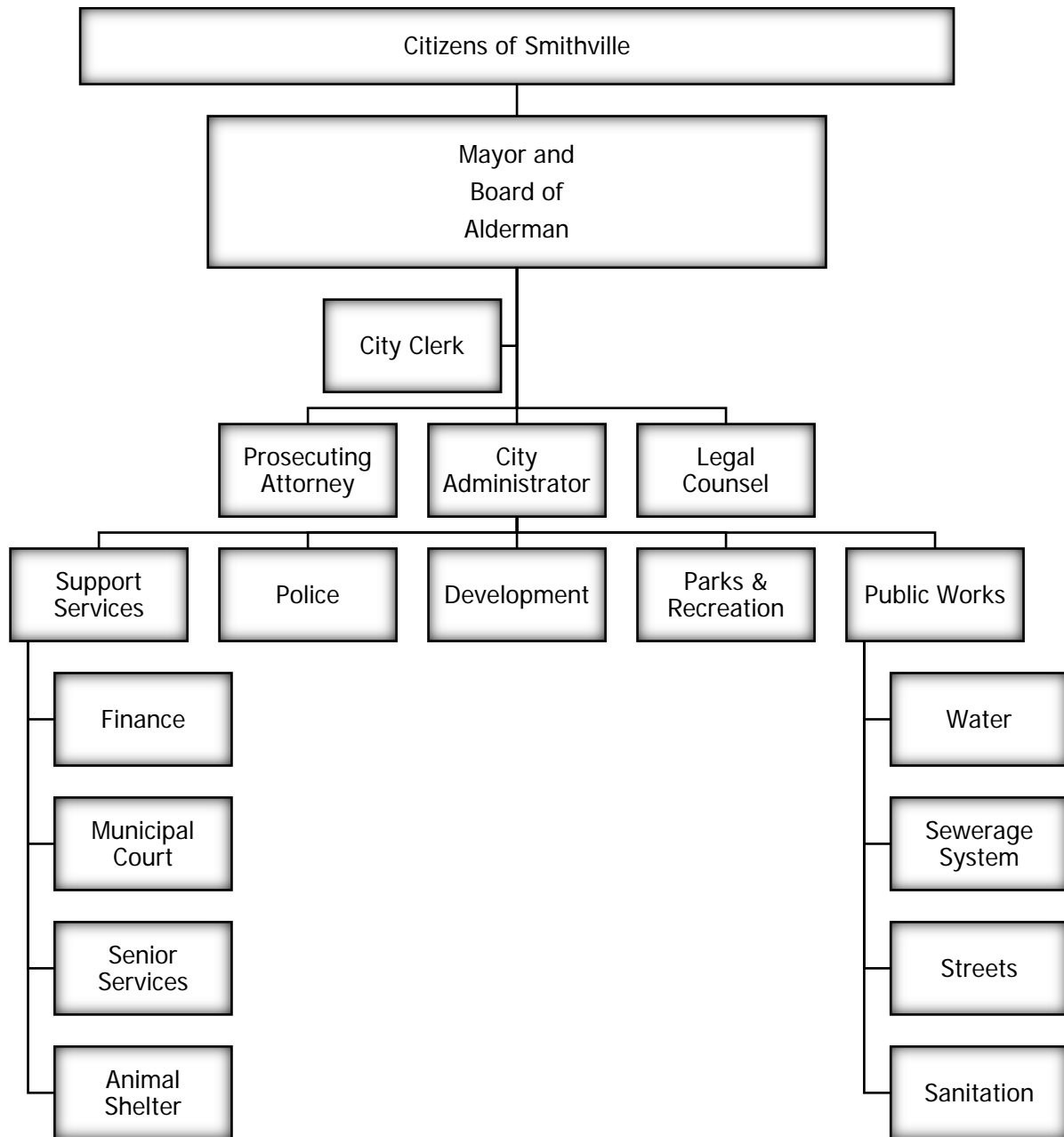
Damien Boley	Mayor
Marvin Atkins	Alderman, Ward 3
Jeff Bloemker	Alderman, Ward 3
John Chevalier, Jr.	Alderman, Ward 2
Josh Hurlbert	Alderman, Ward 1
Steve Sarver	Alderman, Ward 2
Melissa Wilson	Alderwoman, Ward 1



## **CITY OF SMITHVILLE LEADERSHIP TEAM**

Cynthia Wagner	City Administrator
Nickie Lee	Assistant City Administrator
Linda Drummond	City Clerk
Jack Hendrix	Development Director
Allan Jensen	Street Superintendent
Bob Lemley	Utilities Superintendent
Jason Lockridge	Chief of Police
Brett McCubbin	Parks & Recreation Director
Daniel Toleikis	Finance Director

# ORGANIZATIONAL CHART



## COMMUNITY HISTORY

The City of Smithville is located in Clay County, Missouri, just to the north of Kansas City, Missouri. Smithville is a 15.67 square-mile community that is home to over 9,000 residents who enjoy living in a peaceful, yet growing community.

Smithville was named for Humphrey and Nancy Smith, who came west with their six sons and daughter from New York state in 1822 to find land and build a home. Settling along the Little Platte River, the Smith's established Smith's Mill, the first water-powered flour mill in Clay County. By the 1830s, a town site was laid out and Smith's Mill became Smithville.

On July 6, 1868, the town of Smithville was incorporated. The City currently operates as a council/administrator form of government. The governing body of the City is the Board of Aldermen, which is comprised of six members elected by ward (two aldermen per ward), and a Mayor elected at large. The Mayor and each Aldermen are elected to two-year terms.

In October 1979, the U.S. Army Corps of Engineers began impounding Smithville Lake, creating what is today a 7,200-acre lake with 175 miles of shoreline. Smithville Lake provides flood damage reduction, recreation opportunities, water supply and storage capabilities, as well as fish and wildlife management.

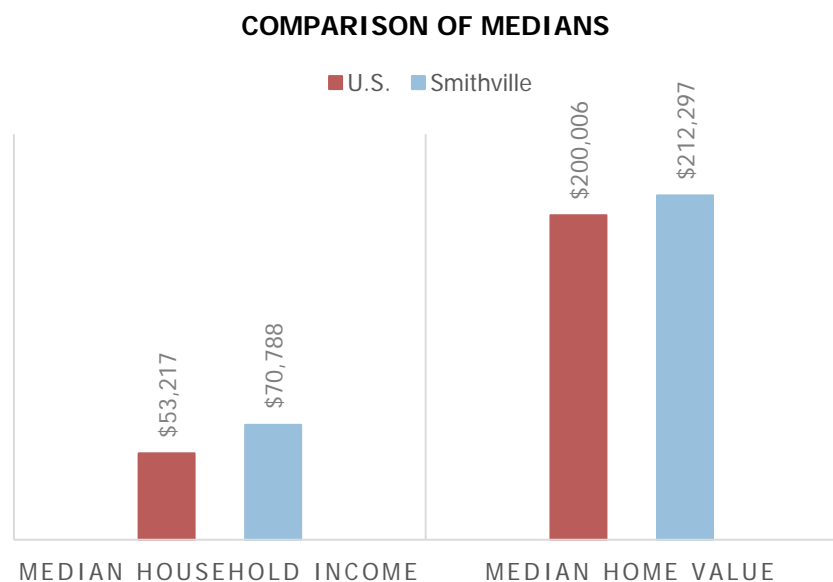
In 2014, the Downtown Smithville Historic District was included in the National Register of Historic Places.



## COMMUNITY CHARACTERISTICS

Smithville's population grew from 2,786 in 1990 to 8,768 in 2012, a 318% increase. In 2015, the population was 8,870 with 49.1% male residents and 50.9% female residents. In 2016, Smithville was rated the #6 fastest growing city by the Kansas City Business Journal.

The median age in the area is 39.3, compared to a U.S. median age of 37.9. The household count grew from 3,115 in 2010 to 3,281 in 2015. The median income in 2015 was \$70,788, compared to \$53,217 for all U.S. households. Median home value in the area is \$212,297, compared to a median home value of \$200,006 for the U.S.





# FINANCIAL STRUCTURE

All of the funds used by a government must be classified into one of seven types of funds. Four of these fund types are used to account for governmental-type activities and are known as governmental funds: General Fund, Capital Projects Fund, Special Revenue Funds, and Debt Service Fund.

Two other types of funds are used to account for business-type activities and are known as proprietary funds: Enterprise Funds and Internal Service Funds. The City only utilizes Enterprise Funds, and has two: the Combined Water and Wastewater Systems (CWWS) Fund and the Sanitation Fund.

## GENERAL FUND

The General Fund is the City's primary operating fund. Within the General Fund are nearly all the operating departments. The General Fund accounts for most of the day-to-day operations of the City.

### Revenue Sources

1% sales tax, property tax, franchise tax, use tax, license and permits fees

### Expenditure Types

Salary and benefits, operating supplies and services, contractual services, capital outlay

### Departments

Elected Officials, Administration, Police, Development, Parks & Recreation, Support Services

## CAPITAL PROJECTS FUND

The Capital Projects Fund is used to account for large, often multi-year construction projects of the City.

### Revenue Sources

Proceeds for GO Bond issuances

### Expenditure Types

Contractual services, capital outlay

### Departments

Administration, Police, Development, Parks & Recreation, Public Works

## **SPECIAL REVENUE FUNDS**

The Capital Improvement Sales Tax Fund is a special fund used to account for revenues related to the voter-approved 0.5% capital improvement sales tax and expenditures tied to the related voter-approved bond issuance. The capital improvement sales tax expires in 2038.

Revenue Sources

0.5% sales tax

Expenditure Types

Contractual services, capital outlay

Departments

Administration, Police, Development, Parks & Recreation, Public Works

The Transportation Sales Tax Fund is a special fund used to account for revenues from the 0.5% transportation sales tax and specific expenditures limited to construction, reconstruction, repair and maintenance of streets, sidewalks, trails, City-owned parking lots, and bridges within the City. The transportation sales tax does not expire.

Revenue Sources

0.5% sales tax

Expenditure Types

Contractual services, capital outlay

Departments

Public Works

## **DEBT SERVICE FUND**

The Debt Service Fund is used to account for the payment of principal and interest on general obligation debts.

Revenue Sources

Transfer from capital improvement sales tax

Expenditure Types

Debt service requirements for GO Bond repayment

Departments

Finance

## **COMBINED WATER AND WASTEWATER SYSTEMS (CWWS) FUND**

The CWWS Fund is used to account for the operation and maintenance of City-owned water and sewer facilities, which are normally self-supported by user charges.

### Revenue Sources

Charges for services, Certificates of Participation (COPs)

### Expenditure Types

Salary and benefits, operating supplies and services, contractual services, capital outlay

### Departments

Utilities

## **SANITATION FUND**

The Sanitation Fund is used to account for the contractual service of refuse and recycling collection and removal, which are normally self-supported by user charges.

### Revenue Sources

Charges for services

### Expenditure Types

Contractual services

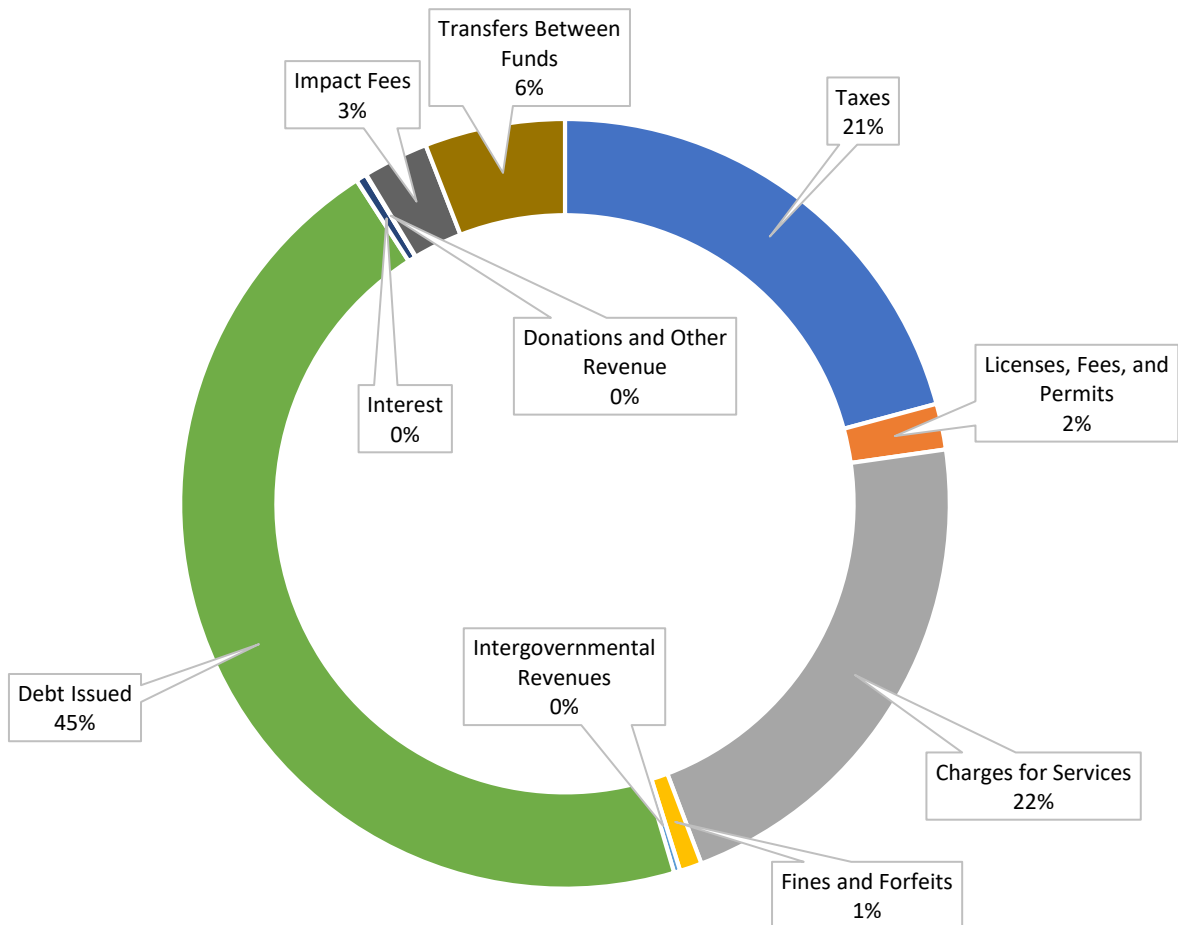
### Departments

Administration

# OPERATING BUDGET SUMMARY

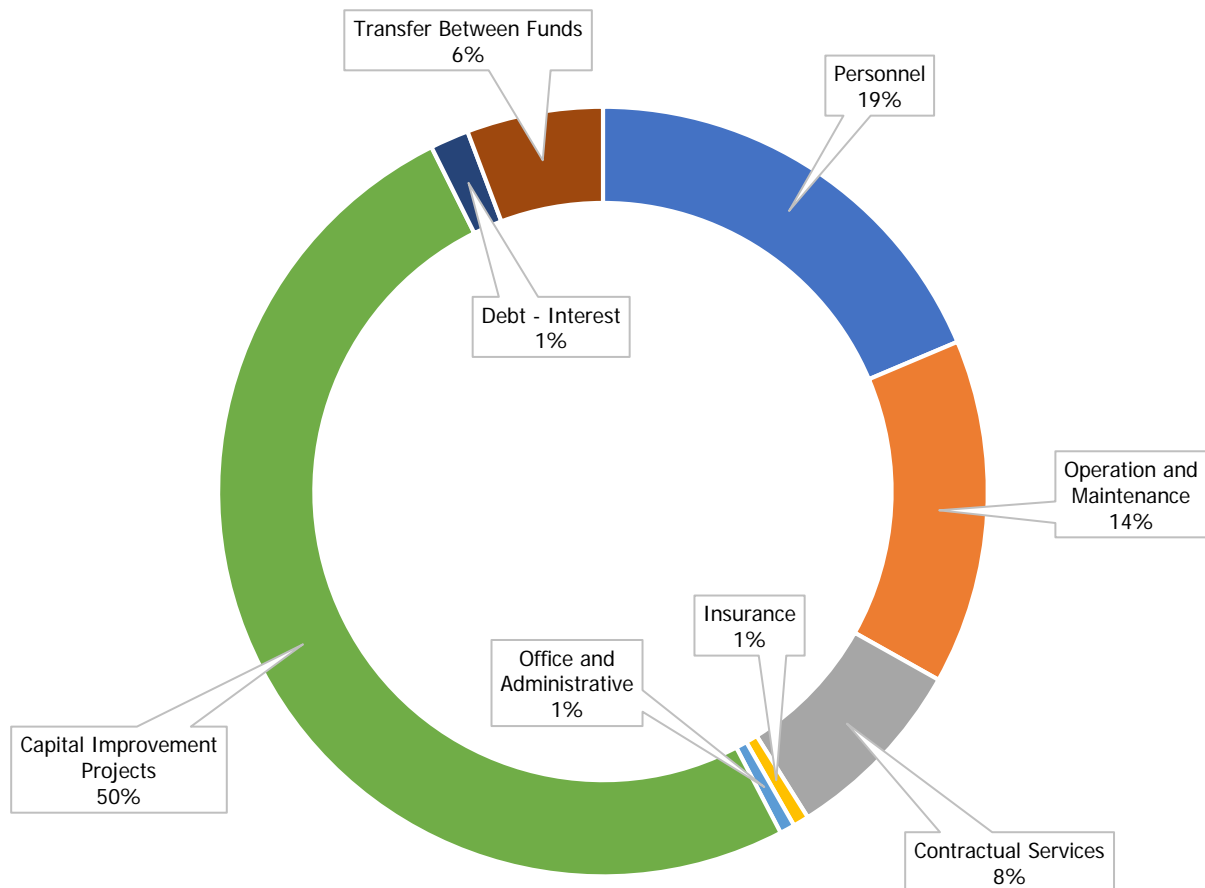
## REVENUES BY SOURCE

Revenue Category	FY2019 Budget
Taxes, including all sales tax, property tax, franchise taxes	4,225,590
Licenses, Fees, and Permits	391,040
Charges for Services, such as water, sewer, sanitation, parks and recreation fees	4,362,780
Fines and Forfeits	188,680
Intergovernmental Revenues	52,800
Debt Issued	9,229,960
Interest	90,000
Donations and Other Revenue	5,500
Impact Fees for water and sewer	557,080
Transfers Between Funds	1,197,100
<b>TOTAL</b>	<b>20,300,530</b>



## EXPENDITURES BY USE

Expenditure Object	FY2019 Budget
Personnel	4,208,410
Operation and Maintenance	3,273,800
Contractual Services	1,790,420
Insurance	149,810
Office and Administrative	142,110
Capital Improvement Projects	11,354,160
Debt - Interest	367,260
Transfers Between Funds	1,293,180
<b>TOTAL</b>	<b>22,579,150</b>





# SUMMARY OF PERSONNEL

Position	Status	FY17	FY18	FY19 Budget
<b>ELECTED OFFICIALS</b>				
MAYOR	Part-Time	1	1	1
ALDERMEN	Part Time	6	6	6
<b>DEPARTMENT SUBTOTAL</b>		<b>7</b>	<b>7</b>	<b>7</b>
<b>ADMINISTRATION</b>				
CITY ADMINISTRATOR	Full-Time	1	1	1
ASSISTANT CITY ADMINISTRATOR	Full-Time	-	1	1
EXECUTIVE ASSISTANT	Full-Time	1	1	1
CITY CLERK	Full-Time	1	1	1
LEGAL COUNSEL	Part-Time	2	2	2
<b>DEPARTMENT SUBTOTAL</b>		<b>5</b>	<b>6</b>	<b>6</b>
<b>POLICE</b>				
POLICE CHIEF	Full-Time	1	1	1
PROSECUTING ATTORNEY	Part-Time	1	1	1
CLERK / PROSECUTOR'S ASSISTANT	Full-Time	-	-	1
POLICE CAPTAIN	Full-Time	-	1	1
POLICE SERGEANT II	Full-Time	3	1	1
POLICE SERGEANT I	Full-Time	1	3	3
POLICE DETECTIVE	Full-Time	2	2	2
POLICE OFFICER II	Full-Time	3	4	4
POLICE OFFICER I	Full-Time	6	6	6
SCHOOL RESOURCE OFFICER	Full-Time	1	1	2
POLICE ACADEMY RECRUIT	Full-Time	-	-	-
<b>DEPARTMENT SUBTOTAL</b>		<b>18</b>	<b>20</b>	<b>22</b>

Position	Status	FY17	FY18	FY19 Budget
<b>DEVELOPMENT</b>				
DEVELOPMENT DIRECTOR	Full-Time	1	1	1
ADMINISTRATIVE COORDINATOR	Full-Time	1	1	1
COMMUNICATIONS COORDINATOR	Full-Time	1	-	-
UTILITY INSPECTOR II	Full-Time	-	-	-
UTILITY INSPECTOR I	Full-Time	1	2	2
BUILDING INSPECTOR II	Full-Time	-	-	-
BUILDING INSPECTOR I	Full-Time	2	2	2
CODE INSPECTOR II	Full-Time	-	-	-
CODE INSPECTOR I	Full-Time	-	1	1
<b>DEPARTMENT SUBTOTAL</b>		<b>6</b>	<b>7</b>	<b>7</b>
<b>PARKS &amp; RECREATION</b>				
PARKS & RECREATION DIRECTOR	Full-Time	1	1	1
RECREATION & MARKETING MANAGER	Full-Time	1	1	1
PARKS MAINTENANCE CREW LEADER	Full-Time	1	1	1
PARKS MAINTENANCE III	Full-Time	1	1	2
PARKS MAINTENANCE II	Full-Time	-	-	-
PARKS MAINTENANCE I	Full-Time	-	-	-
SEASONAL PARKS MAINTENANCE	Seasonal	5	4	4
CLINIC INSTRUCTORS	Seasonal	-	1	1
FIELD SUPERVISORS	Seasonal	-	1	1
<b>DEPARTMENT SUBTOTAL</b>		<b>9</b>	<b>10</b>	<b>11</b>
<b>FINANCE</b>				
FINANCE DIRECTOR	Full-Time	1	1	1
FINANCE SPECIALIST II	Full-Time	1	1	1
FINANCE SPECIALIST I	Full-Time	1	1	1
<b>DEPARTMENT SUBTOTAL</b>		<b>3</b>	<b>3</b>	<b>3</b>
<b>MUNICIPAL COURT</b>				
MUNICIPAL JUDGE	Part-Time	1	1	1
COURT ADMINISTRATOR	Full-Time	1	1	1
<b>DEPARTMENT SUBTOTAL</b>		<b>2</b>	<b>2</b>	<b>2</b>

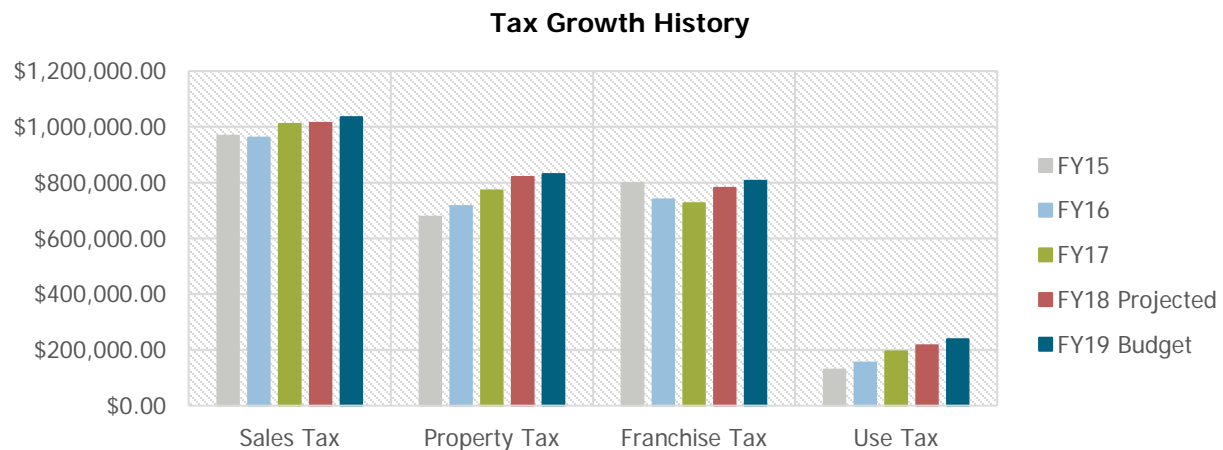
Position	Status	FY17	FY18	FY19 Budget
<b>STREET</b>				
STREET SUPERINTENDENT	Full-Time	1	1	1
ADMINISTRATIVE COORDINATOR	Part-Time	1	1	1
STREET MAINTENANCE III	Full-Time	2	1	1
STREET MAINTENANCE II	Full-Time	2	2	2
STREET MAINTENANCE I	Full-Time	-	2	2
<b>DEPARTMENT SUBTOTAL</b>		<b>6</b>	<b>7</b>	<b>7</b>
<b>UTILITIES</b>				
UTILITIES SUPERINTENDENT	Full-Time	1	1	1
ADMINISTRATIVE COORDINATOR	Full-Time	1	1	1
LEAD WATER PLANT OPERATOR	Full-Time	1	1	1
WATER PLANT OPERATOR V	Full-Time	2	2	2
WATER PLANT OPERATOR IV	Full-Time	-	-	-
WATER PLANT OPERATOR III	Full-Time	2	2	2
WATER PLANT OPERATOR II	Full-Time	-	-	-
WATER PLANT OPERATOR I	Full-Time	-	-	-
WATER PLANT LAB TECH	Full-Time	-	-	-
UTILITIES CREW LEADER	Full-Time	1	1	1
WASTE WATER PLANT OPERATOR V	Full-Time	-	-	-
WASTE WATER PLANT OPERATOR IV	Full-Time	-	-	-
WASTE WATER PLANT OPERATOR III	Full-Time	-	-	-
WASTE WATER PLANT OPERATOR II	Full-Time	-	-	-
WASTE WATER PLANT OPERATOR I	Full-Time	2	2	2
UTILITIES WORKER V	Full-Time	-	-	-
UTILITIES WORKER IV	Full-Time	1	1	1
UTILITIES WORKER III	Full-Time	1	1	1
UTILITIES WORKER II	Full-Time	1	1	1
UTILITIES WORKER I	Full-Time	-	-	-
<b>DEPARTMENT SUBTOTAL</b>		<b>13</b>	<b>13</b>	<b>13</b>
<b>GRAND TOTAL</b>		<b>69</b>	<b>75</b>	<b>78</b>

## GENERAL FUND

The General Fund is projected to start FY2019 with a cash balance equal to 48.4% of the FY2019 General Fund operating budget (Board policy requires this amount to be a minimum of 40.0%). The FY2019 General Fund operating budget estimates an ending cash balance of 48.6% at the end of FY2019.

FY2019 General Fund budgeted revenues are estimated at conservative, but practical increases compared to projected FY2018 General Fund revenues. Sales tax is the largest component of General Fund revenues, accounting for more than 20% of FY2019 budgeted revenues. The FY2019 General Fund budget contains a 2% increase in sales tax revenue over projected FY2018 sales tax revenue. The remainder of General Fund revenues are property taxes, franchise taxes, other taxes, license and permit fees, and other miscellaneous revenues. The following table and graph provide a history for sales tax, franchise tax, and use tax growth over the past four years.

Revenue Source	FY15	FY16	FY17	Projected FY18	FY19 Budget
Sales Tax	967,939.03	961,298.51	1,010,218.00	1,014,015.19	1,034,290.00
Property Tax	677,910.48	715,760.99	772,130.07	820,495.51	830,160.00
Franchise Tax	798,323.52	739,288.91	725,908.93	781,005.44	805,990.00
Use Tax	129,094.48	153,998.36	194,457.92	216,115.16	237,720.00



The FY2019 General Fund operating budget includes a property tax levy rate of 0.4773. The table below lists property tax levy rates for all Smithville taxing units and property owners' taxation by unit as it relates to \$100.00 of property tax paid. The City of Smithville receives less than 7% of the property taxes paid by a Smithville resident.

<b>Taxing District</b>	<b>Mill Levy Rate</b>	<b>Per \$100 A/V</b>
Smithville School District	5.2080	\$68.88
Smithville Fire District	0.4906	\$6.49
<b>City of Smithville</b>	<b>0.4773</b>	<b>\$6.31</b>
Northland Regional Ambulance District	0.4300	\$5.69
Mid-Continent Library	0.3963	\$5.24
County Services	0.2143	\$2.83
Handicap Tax	0.1181	\$1.56
Health Tax	0.0984	\$1.30
Mental Health Tax	0.0984	\$1.30
State Tax	0.0300	\$0.40
<b>Total</b>	<b>7.5614</b>	<b>\$100.00</b>



Personnel is the largest factor of General Fund expenditures, accounting for more than 65% of FY2019 budgeted expenditures. The FY2019 General Fund budget contains a 1.5% cost-of-living increase effective at the beginning of the fiscal year, and a 1.5% merit increase effective midway through the fiscal year. One new position was added in the FY2019 budget – a second school resource officer in the police department.

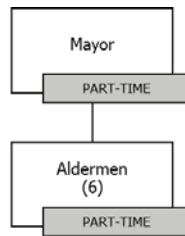


The remainder of General Fund expenditures includes operating and maintenance supplies and services, contractual services, equipment, and vehicles. The FY2019 General Fund budget contains one-time expenditures totaling \$96,000 in the police department, \$10,000 in the development department, and \$176,500 in the parks and recreation department.

## GENERAL FUND BY DEPARTMENT

### ELECTED OFFICIALS

The Board of Aldermen is the governing body of the City and is empowered by state law to make laws and regulations with respect to municipal affairs. The Board of Aldermen is composed of six members, serving staggered two-year terms. The Mayor is empowered by state law to carry out the laws and regulations set by the Board of Aldermen, and is also elected to a two-year term.



The Elected Officials' FY2019 budget includes \$50,000 in contracted services for a community-based strategic plan and \$13,500 in contracted services for a community survey.

Object	FY17 Actual	FY18 Budget	FY18 Proj	FY19 Budget
Personnel	15,501.96	16,400.00	16,308.37	16,030.00
Contracted Services	-	-	-	64,550.00
Commodities	40,984.40	42,500.00	42,988.57	44,700.00
Capital Outlay	-	-	-	-
<b>Total</b>	<b>56,486.36</b>	<b>58,900.00</b>	<b>59,296.94</b>	<b>125,280.00</b>

#### Performance Benchmarks

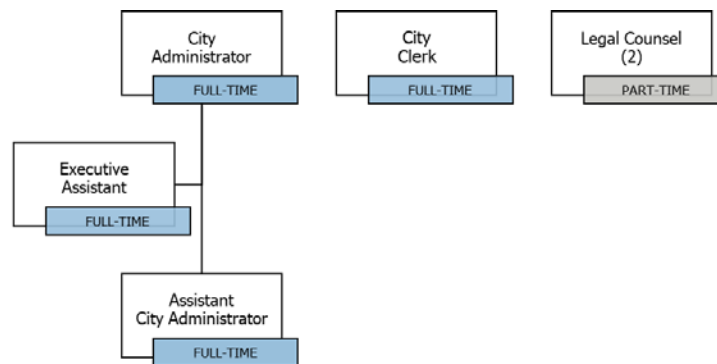
	FY19 Goal
*SURVEY* Citizens rating the quality of local government as good or excellent	> 78%
*SURVEY* Overall value perceived from tax dollars spent	> 70%

## ADMINISTRATION

The Office of the Administration includes four full time employees, including the City Administrator, Assistant City Administrator, City Clerk, and an Executive Assistant. The City Administrator serves as chief administrative officer of the City and serves to ensure the achievement of adopted goals and objectives. The City Administrator appoints all department heads, makes recommendations to the Board of Aldermen on budget, capital improvements, legislative policy, and service programs.

The City Clerk is responsible for all official records, ordinances, resolutions, deeds, agreements, general bid contracts, and municipal code. The City Clerk is also responsible for preparation of Board agendas, legal notices, meeting minutes, and maintaining the City seal.

The department also performs economic development activities related to the overall economic environment of the community.



The Administration Department's FY2019 budget includes \$106,000 in personnel for a full year's salary and benefits for the Assistant City Administrator position, \$1,500 in commodities for the City's participation in the Communities for All Ages program, and \$10,000 in commodities for the Community Improvement Program.

FY2018 projections include \$26,000 in contracted services for consulting for the City Administrator hiring process which was an expense not in the FY2018 budget.

## ADMINISTRATION (con't)

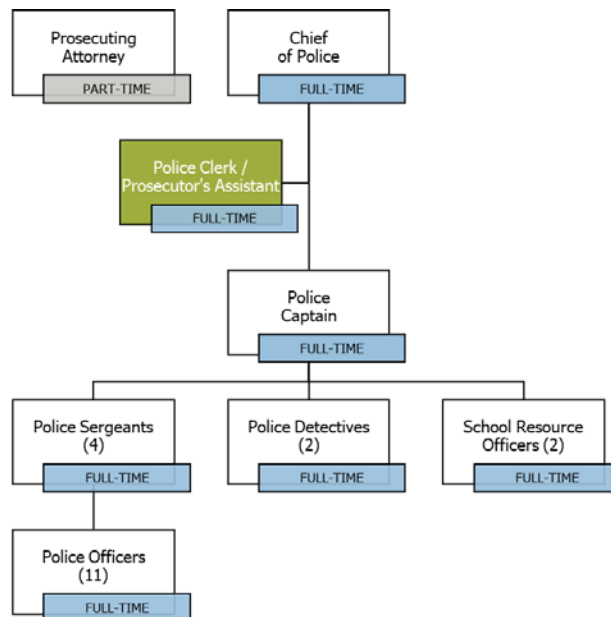
FY2017 actual figures contain \$96,000 in contracted services for the engineering of the Downtown Streetscape project and Second Creek Bridge Replacement project, \$48,000 in commodities for the replacement of two HVAC units at City Hall, and \$536,000 in capital outlay for the Hawthorne Street Improvements project.

Object	FY17 Actual	FY18 Budget	FY18 Proj	FY19 Budget
Personnel	296,923.71	294,100.00	296,645.45	415,600.00
Contracted Services	06,622.51	38,600.00	84,357.36	22,740.00
Commodities	188,845.40	100,800.00	116,402.52	40,100.00
Capital Outlay	87,719.88	25,000.00	-	-
<b>Total</b>	<b>1,180,111.50</b>	<b>458,500.00</b>	<b>497,405.33</b>	<b>478,440.00</b>

Performance Benchmarks	FY19 Goal
Percentage of records request processed in a timely manner	> 98%
Number of worker's compensation claims	< 5
*SURVEY* Citizen satisfaction with the effort to inform citizens about local issues	> 90%
*SURVEY* Percentage of citizens satisfied with quality of City's website	> 82%
*SURVEY* Citizen satisfaction with overall quality of services provided by the City	> 70%

## POLICE

The Police Department is responsible for uniform police patrol services, investigations, School Resource Officer programs, and animal control. Each sworn officer maintains a peace officer license issued by the State of Missouri and received training to earn sufficient Continuing Education Units (CEUs) to retain their license. Each police officer receives basic police training at a state-approved law enforcement training academy and once hired, receives their field training following the guidelines of the department's field training officer (FTO) program. Improvement through education is emphasized through seminars, in-service training, on-line training, and specialized training opportunities.



The Police Department's FY2019 budget includes \$55,460 for the addition of a second School Resource Officer, \$31,570 in personnel to retain the Court Administrator as a Police Clerk/Prosecutor's Assistant after the transfer of Municipal Court to Clay County Circuit Court, \$4,500 in capital outlay for the purchase of three additional tasers, \$8,000 in capital outlay for the upgrade of video and audio in the interview room, \$8,500 in capital outlay for the purchase of new online reporting software, and \$75,000 in capital outlay for eight new vehicle cameras and twelve new body cameras for officers.



## POLICE (con't)

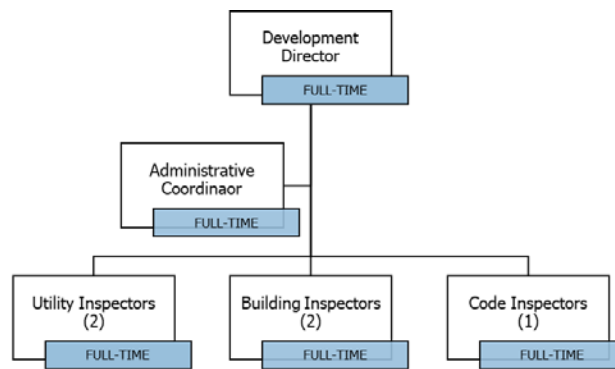
FY2018 projections include \$226,000 in personnel for the addition of the Police Captain position, the transfer of the Prosecuting Attorney from the Municipal Court, the transition of a Police Officer from the Clay County Drug Task Force, and one new Police Officer, \$15,000 in commodities for repairs and upgrades to the storm sirens, \$15,000 in commodities for repairs and upgrades to the storm sirens, \$40,000 in commodities for hail damage repairs to vehicles, \$62,000 in capital outlay for in-vehicle computers for patrol, and \$80,000 in capital outlay for the purchase of two new police vehicles.

<b>Object</b>	<b>FY17 Actual</b>	<b>FY18 Budget</b>	<b>FY18 Proj</b>	<b>FY19 Budget</b>
Personnel	1,052,580.55	1,323,600.00	1,274,495.93	1,475,790.00
Contracted Services	74,270.60	71,500.00	66,007.03	91,930.00
Commodities	142,461.45	246,675.00	240,533.02	241,120.00
Capital Outlay	38,781.90	175,300.00	174,413.37	99,000.00
<b>Total</b>	<b>1,308,094.50</b>	<b>1,817,075.00</b>	<b>1,755,449.35</b>	<b>1,907,840.00</b>

<b>Performance Benchmarks</b>	<b>FY19 Goal</b>
Percentage of property crimes cleared	> 65%
Percentage of violent crimes cleared	> 65%
Average time to respond to priority calls (from dispatch to on-scene arrival)	< 5:30
*SURVEY* Citizen satisfaction with police and safety concerns	> 80%

## DEVELOPMENT

The Development Department reviews and comments on all proposed developments, reviews compliance with all zoning regulations and development ordinances, and processes applications for plats, rezoning, site plan revisions, and special use permits. The department is also responsible for maintaining compliance of the City codes and ordinances with enforcement through residential and commercial construction, and maintenance of existing properties and structures.



The Development Department's FY2019 budget includes \$10,000 in capital outlay for in-vehicle computers for utility, building, and code inspectors.

FY2018 projections include \$70,000 in contracted services for a marketing contract with Native Digital.

FY2017 actual figures contain \$88,000 in contracted services due to an audit journal entry to account for unreimbursed TIF legal fees which were reimbursed in FY2018.

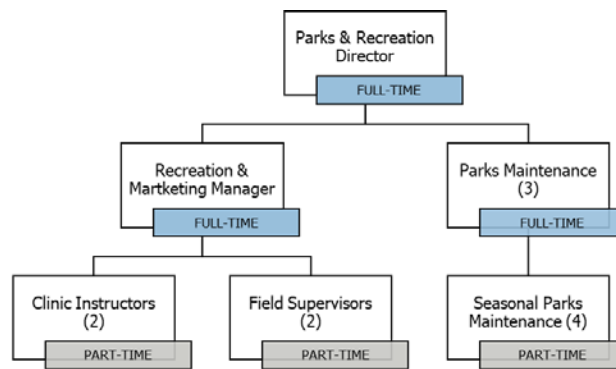
Object	FY17 Actual	FY18 Budget	FY18 Proj	FY19 Budget
Personnel	310,256.03	416,000.00	373,882.53	356,910.00
Contracted Services	130,556.65	90,000.00	109,421.56	70,050.00
Commodities	28,028.91	32,100.00	35,170.64	47,220.00
Capital Outlay	29,019.83	32,800.00	10,591.29	11,000.00
<b>Total</b>	<b>497,861.42</b>	<b>570,900.00</b>	<b>529,066.02</b>	<b>485,180.00</b>

## DEVELOPMENT (con't)

<b>Performance Benchmarks</b>	<b>FY19 Goal</b>
Number of days between application and issuance for commercial development permits	< 27
Number of days between application and issuance for residential development permits	< 17
Number of days between request and inspection for commercial development	< 2
Number of days between request and inspection for residential development	< 2
Number of days between inspection to voluntary compliance (code enforcement)	< 38
Percentage of code enforcement cases resolved through forced compliance	< 11%
*SURVEY* Citizen satisfaction with the speed of code compliance process	> 75%

## PARKS & RECREATION

The Parks and Recreation Department is committed to being a leader in providing quality, innovative, and progressive leisure opportunities while providing attractive, accessible, and well-maintained parks and public facilities for our citizens and community visitors. The department is responsible for the maintenance and daily upkeep of all City parks and public facilities including City Hall and the Senior Center. The department also oversees youth and adult recreation programs and the operation of Smith's Fork Campground.



The Park's and Recreation Department's FY2019 budget includes \$12,600 in contracted services for Smith's Fork Campground's camp host, \$12,000 in contracted services for 4<sup>th</sup> of July fireworks, \$15,000 in commodities for improvements to the Heritage Park walking trail, \$4,000 in commodities for repairing the playground surface at Spillway Park, \$7,500 in commodities for re-landscaping Remembrance Park, and \$150,000 in capital outlay for new playground equipment at Heritage Park.

FY2018 projections include \$47,000 in personnel for a full-year of salary and benefits for the recreation and marketing manager, and \$14,000 in personnel for wages and benefits for clinic instructors and field supervisors due to bringing the recreation programs in-house.

FY2017 actual figures contain \$33,000 in personnel for part-time seasonal maintenance wages and benefits, \$159,000 in commodities for the repaving of Smith's Fork Park

## PARKS AND RECREATION (con't)

parking lot, \$12,000 in capital outlay for a tractor lease, and \$17,000 in capital outlay for the remodel of the office space in the Parks Department building.

<b>Object</b>	<b>FY17 Actual</b>	<b>FY18 Budget</b>	<b>FY18 Proj</b>	<b>FY19 Budget</b>
Personnel	262,370.72	326,500.00	314,211.19	358,330.00
Contracted Services	56,935.91	59,200.00	59,381.49	61,200.00
Commodities	260,553.67	136,600.00	124,034.75	156,280.00
Capital Outlay	114,193.63	239,100.00	23,662.59	150,000.00
<b>Total</b>	<b>694,053.93</b>	<b>761,400.00</b>	<b>521,290.02</b>	<b>725,810.00</b>

<b>Performance Benchmarks</b>	<b>FY19 Goal</b>
Operating expense per capita	> \$70
Operating expense per developed park acre	> \$6,500
Developed park acreage per thousand residents	> 11.5
Percentage of participants in recreation programs rating them as satisfactory	> 85%
*SURVEY* Overall satisfaction with parks and recreation program offerings and facilities	> 88%
*SURVEY* Overall satisfaction with maintenance and cleanliness of City parks	> 90%

## FINANCE

The Finance Department is responsible for development and review of department policies and procedures, budgeting, debt financing, cash management, investments, and banking relations. The finance department is also responsible for all major financial documents of the City, including the annual budget and Certified Annual Financial Report (CAFR), comprehensive schedule of fees, and employee compensation plan. The finance department processes accounts payable, payroll, billing and collection of animal licenses, business licenses, taxes, and utilities.



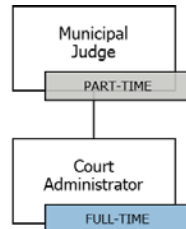
The Finance Department's FY2019 budget includes \$2,850 in expenditures for new computers.

Object	FY17 Actual	FY18 Budget	FY18 Proj	FY19 Budget
Personnel	185,948.11	200,100.00	200,050.94	221,300.00
Contracted Services	40,209.84	42,000.00	46,283.17	34,190.00
Commodities	30,839.70	24,900.00	29,493.58	37,560.00
Capital Outlay	-	-	-	2,850.00
<b>Total</b>	<b>256,997.65</b>	<b>267,000.00</b>	<b>275,827.69</b>	<b>295,900.00</b>

Performance Benchmarks	FY19 Goal
Very strong (AA-, AA, AA+) or extremely strong (AAA-, AAA) bond credit rating	AA
Percentage of on-time debt service payments	100%
Number of material weaknesses and significant deficiencies noted in annual audit	< 6
Monthly bank reconciliations completed within 15 days of month-end	100%
*SURVEY* Overall satisfaction with customer service from City employees	> 80%

## MUNICIPAL COURT

The Municipal Court administers court proceedings as a division of the Clay County Circuit Court. The municipal court maintains all files and documents required to conduct trials and hearings related to violations of City Ordinances.



The Municipal Court's FY2019 budget reflects the January 2019 transfer of Municipal Court to the Clay County Circuit Court per Ordinance adopted by the Board of Aldermen in 2018.

FY2017 actual figures contain \$16,000 in personnel for the salary and benefits of the Prosecuting Attorney, whose salary and benefits was moved to the Police Department budget in FY2018.

Object	FY17 Actual	FY18 Budget	FY18 Proj	FY19 Budget
Personnel	102,966.18	92,300.00	87,613.35	46,820.00
Contracted Services	-	-	-	300.00
Commodities	9,940.02	13,300.00	10,599.52	11,890.00
Capital Outlay	-	-	-	-
<b>Total</b>	<b>112,906.20</b>	<b>105,600.00</b>	<b>98,212.87</b>	<b>59,010.00</b>

## SENIOR CENTER

The Senior Center is a facility operated by the City which is leased to a not-for-profit organization, but is also made available to the public for rental for events.

The Senior Center's FY2019 budget includes \$12,870 in contracted services for the Meals on Wheels program, and \$2,090 in commodities for the janitorial services contract.

<b>Object</b>	<b>FY17 Actual</b>	<b>FY18 Budget</b>	<b>FY18 Proj</b>	<b>FY19 Budget</b>
Personnel	-	-	-	-
Contracted Services	12,392.55	12,000.00	10,365.75	12,870.00
Commodities	17,399.88	15,700.00	14,938.05	8,450.00
Capital Outlay	-	-	-	-
<b>Total</b>	<b>29,792.43</b>	<b>27,700.00</b>	<b>25,303.80</b>	<b>21,320.00</b>

<b>Performance Benchmarks</b>	<b>FY19 Goal</b>
Percentage increase in rentals over previous year	> 110%



## ANIMAL SHELTER

The City operates a shelter to care for impounded dogs until such time the rightful owner claims the dog or the dog is adopted. Known as "Megan's Paws and Claws," the shelter is located in the public works facility, and shares staff with the Utilities Department.

The Animal Shelter's FY2019 budget includes \$5,480 in contracted services for veterinary services, and \$500 in commodities to refurbish the fence around the original shelter house.

FY2018 projections include \$11,000 in capital outlay for the completion of the new shelter house.

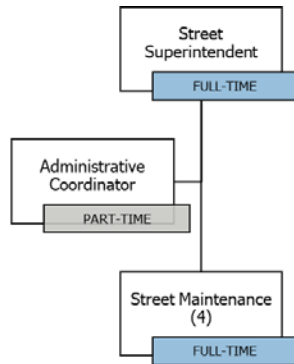
FY2017 actual figures contain \$17,000 in capital outlay for the construction of the new animal shelter.

Object	FY17 Actual	FY18 Budget	FY18 Proj	FY19 Budget
Personnel	-	-	-	-
Contracted Services	-	5,500.00	5,296.75	5,480.00
Commodities	-	2,000.00	1,612.69	2,300.00
Capital Outlay	17,325.59	2,000.00	11,734.28	-
<b>Total</b>	<b>17,325.59</b>	<b>9,500.00</b>	<b>18,643.72</b>	<b>7,780.00</b>

Performance Benchmarks	FY19 Goal
Percentage of dogs adopted within fourteen days of first eligible adoption date	> 95%

## STREETS

The Street Department provides maintenance of City streets, storm drains, curbs, gutters, and sidewalks. The crew members also repair and maintain City-owned streetlights, street signage, and rights-of-way. In the winter months, crew members treat streets and plow snow to provide the citizens of the City safety in their daily travels.



The Street Department's FY2019 budget includes \$330,480 in commodities as a transfer to the Capital Projects Fund for engineering expenses for the GO Bond projects.

FY2018 projections include \$490,000 in contracted services for engineering for the Downtown Streetscape, Second Creek Road Bridge Replacement, and 180<sup>th</sup> Street Sidewalk and Trail Improvements projects, and \$790,000 in capital outlay for the construction of the same projects.

Object	FY17 Actual	FY18 Budget	FY18 Proj	FY19 Budget
Personnel	24,289.48	382,200.00	367,631.85	410,610.00
Contracted Services	151,708.90	395,200.00	497,819.03	780.00
Commodities	121,696.72	104,000.00	96,653.50	445,110.00
Capital Outlay	152,840.42	793,500.00	790,513.60	-
<b>Total</b>	<b>750,535.52</b>	<b>1,674,900.00</b>	<b>1,752,617.98</b>	<b>856,500.00</b>

Performance Benchmarks	FY19 Goal
Total expenditures (all funds) for road rehabilitation per paved lane mile	< \$2,150
Paved lane miles assessed as satisfactory as a percentage of total paved miles assessed	> 73%
*SURVEY* Percentage of residents satisfied with overall maintenance of City streets	> 90%

## CAPITAL PROJECTS FUND

The Capital Projects Fund is projected to start FY2019 with a cash balance equal to 35.2% of the FY2019 Capital Projects Fund operating budget.

In August 2018, the City issued the first issuance of the voter-approved GO Bond, and this winter, the City will issue the second issuance. After accounting for cost of issuance, the City anticipates total GO Bond revenue available for construction projects in the amount of \$5,456,250. In addition, the Capital Projects Fund will recognize a \$330,480 transfer from the Street Department of the General Fund, which corresponds to the engineering expense related to those construction projects.

The construction projects identified through the GO Bond are:

<b>Project</b>	<b>Engineering</b>	<b>Construction</b>
Amory Road Bridge Replacement	-	460,000
Downtown Streetscape Phase I	44,750	2,216,750
Second Creek Road Bridge Replacement	50,130	790,000
180 <sup>th</sup> Street Sidewalk and Trail Improvements	10,600	350,000
Route DD Walking Trail Improvements	165,000	492,630
South Commercial Street Sidewalk Improvements	60,000	872,780
<b>Total</b>	<b>330,480</b>	<b>5,182,160</b>

The FY2019 Capital Projects Fund operating budget estimates an ending cash balance of 5.0% at the end of FY2019.

<b>Object</b>	<b>FY17 Actual</b>	<b>FY18 Budget</b>	<b>FY18 Proj</b>	<b>FY19 Budget</b>
Personnel	-	-	-	-
Contracted Services	-	-	-	330,480.00
Commodities	-	-	-	-
Capital Outlay	-	-	-	5,182,160.00
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,512,640.00</b>

## CAPITAL IMPROVEMENT SALES TAX FUND

The Capital Improvement Sales Tax Fund is projected to start FY2019 with no cash balance.

In April 2018, voters approved a 0.5% capital improvement sales tax to fund debt repayments of the GO Bond issuance. The special sales tax went into effect in October 2018. The City will begin to see revenues this winter.

The Capital Improvement Sales Tax Fund will recognize a \$73,120 transfer to the Debt Service Fund for debt service repayments associated with the GO Bond issuance, which in the first year is an interest payment only.

The FY2019 Capital Improvement Sales Tax Fund operating budget estimates an ending cash balance of 536.5% at the end of FY2019, however, subsequent years will include transfers to the Debt Service Fund to cover both interest and principal payments.

Object	FY17 Actual	FY18 Budget	FY18 Proj	FY19 Budget
Personnel	-	-	-	-
Contracted Services	-	-	-	-
Commodities	-	-	-	73,120.00
Capital Outlay	-	-	-	-
<b>Total</b>	-	-	-	<b>73,120.00</b>

## TRANSPORTATION SALES TAX FUND

The Transportation Sales Tax Fund is projected to start FY2019 with a cash balance equal to 59.8% of the FY2019 Transportation Sales Tax Fund operating budget. The 0.5% special transportation sales tax approved in April 1989 is the only component of Transportation Sales Tax Fund revenues, and is budgeted at a 2% increase over projected FY2018 transportation sales tax revenue. The special transportation sales tax does not sunset.

Transportation Sales Tax Fund expenditures are limited by state statute to the construction, reconstruction, repair and maintenance of streets, roads, sidewalks, trails, community-owned parking lots, and bridges within the City.

This year's projects identified through the Transportation Sales Tax Fund are:

Project	Cost
Maple Lane Stormwater and Street Repairs	20,000
Quincy Street Stormwater and Street Repairs <a href="#">[engineering only, construction FY2020]</a>	40,000
2019 Asphalt Project (Amory Rd, Wise Rd)	280,000
Street Sealing (Meadow St, Mill St, Church St, Commercial St)	110,000
Striping (180 <sup>th</sup> St, 188 <sup>th</sup> St, Second Creek Rd, Amory Rd, S Commercial Dr, Lowman Rd)	30,000
<b>Total</b>	<b>480,000</b>

The FY2019 Transportation Sales Tax Fund also covers expenses related to the Uni-Loader and Street Sweeper leases. The operating budget estimates an ending cash balance of 40.9% at the end of FY2019.

Object	FY17 Actual	FY18 Budget	FY18 Proj	FY19 Budget
Personnel	-	-	-	-
Contracted Services	-	-	-	40,000
Commodities	395,453.93	405,900.00	358,340.47	490,000.00
Capital Outlay	-	94,100.00	92,581.25	44,070.00
<b>Total</b>	<b>395,453.93</b>	<b>500,000.00</b>	<b>450,921.72</b>	<b>574,070.00</b>

## DEBT SERVICE FUND

The Debt Service Fund is projected to start FY2019 with no cash balance.

The Debt Service Fund will recognize a \$73,120 transfer from the Capital Improvement Sales Tax Fund for debt service repayments associated with the GO Bond issuance, which in the first year is an interest payment only.

The associated debt service payments in FY2019 are:

Due Date	Interest	Principal
March 1 <sup>st</sup> , 2019	33,120	-
September 1 <sup>st</sup> , 2019	40,000	-
<b>Total</b>	<b>73,120</b>	<b>-</b>

The FY2019 Capital Improvement Sales Tax Fund operating budget estimates no ending cash balance at the end of FY2019.

In subsequent years, a fund transfer in an amount to cover annual interest and principal repayments will be transferred from the Capital Improvement Sales Tax Fund. In the event that the capital improvement sales tax does not cover the repayments, the City is obligated to adopt a debt service property tax levy. Current sales tax projections indicate that the City will not have to institute a debt service property tax levy at any point over the life of the repayment schedule.

Object	FY17 Actual	FY18 Budget	FY18 Proj	FY19 Budget
Personnel	-	-	-	-
Contracted Services	-	-	-	-
Commodities	-	-	-	73,120.00
Capital Outlay	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>73,120.00</b>

## CWWS FUND

The Combined Water and Wastewater Systems (CWWS) Fund is projected to start FY2019 with a cash balance equal to 55.8% of the FY2019 CWWS Fund operating budget (Board policy requires this amount to be a minimum of 20.0%). The FY2019 CWWS Fund operating budget estimates an ending cash balance of 31.7% at the end of FY2019.

FY2019 CWWS Fund budgeted revenues are estimated at conservative, but practical increases compared to projected FY2018 CWWS Fund revenues. As a proprietary fund, charges for services is the largest component of CWWS Fund revenues, accounting for more than 80% of FY2019 budgeted revenues. A rate study is currently underway and will be presented to the Board of Aldermen before the end of calendar year 2018. The study takes into consideration the costs related to current and planned utility capital projects. A budget amendment early in calendar year 2019 will incorporate anticipated additional revenues from any proposed rate increases. The remainder of the CWWS Fund revenues are connection fees, impact fees, and tower lease revenue.

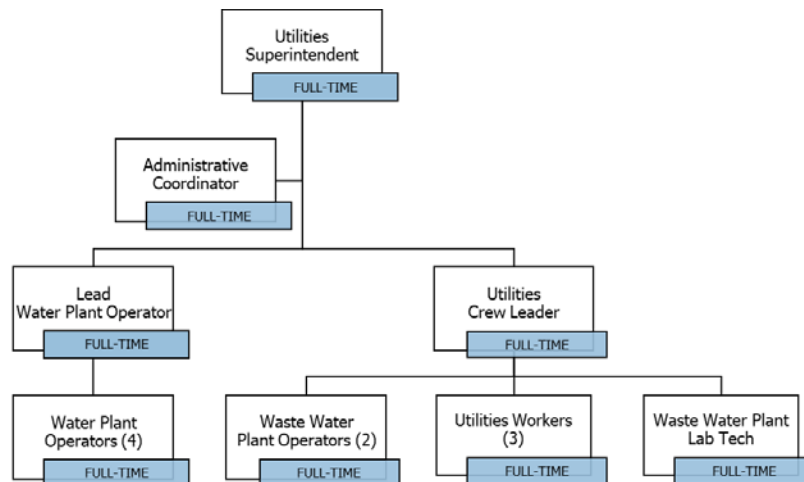
Personnel expenses account for nearly 25% of CWWS Fund operating expenditures. The FY2019 CWWS Fund budget contains a 1.5% cost-of-living increase effective at the beginning of the fiscal year, and a 1.5% merit increase effective half-way through the fiscal year. Contracted services and commodities for the production and distribution of drinking water and collection and treatment of wastewater account for another 50% of FY2019 budgeted operating expenditures.

In addition to the ongoing Influent Pump Station, Excess Flow Holding Tank, and Sewer Interceptors project, a Water Master Plan was adopted in 2018 which details projects that are anticipated to be necessary to complete through FY2033. The FY2019 CWWS introduces the first of those projects:

Project	Engineering	Construction
Pump Station, Holding Tank, Sewer Interceptors	99,170	5,665,500
Main Street Waterline [Master Plan]	185,000	850,000
Hawthorne St, Woodland Ct, Ashmont Sewers [Master Plan]	49,550	300,000
144 <sup>th</sup> St. and Forest Oaks Sewer Interceptor [Master Plan]	100,000	FY2020
Valve Box Replacement [Master Plan]	75,000	FY2020
<b>Total</b>	<b>508,720</b>	<b>6,990,500</b>

## UTILITIES DEPARTMENT

The Utilities Department operates the CWSW Fund. The goal of this proprietary fund is to provide the best possible service for our citizens in the most efficient, professional, courteous, and cost-effective manner.



In addition to the projects outlined above, the Utilities Department's FY2019 budget includes \$96,080 in commodities as a transfer to the General Fund for a Utility Franchise Tax fee, \$65,000 in capital outlay for the purchase of a Vac Trailer, and \$60,000 in capital outlay for the purchase of two new vehicles (one sedan and one truck).

FY2018 projections include \$110,000 in contracted services for engineering for the Bridge Street and Route DD Waterline project, \$126,000 in contracted services for engineering for the Influent Pump Station, Excess Flow Holding Tank, and Sewer Interceptors project,



## UTILITIES DEPARTMENT (con't)

\$461,000 in capital outlay for construction of the Hawthorne Street Improvements project, \$563,000 in capital outlay for construction of the Bridge Street and Route DD Waterline project, and \$835,000 in capital outlay for construction of the Influent Pump Station, Excess Flow Holding Tank, and Sewer Interceptors project.

FY2017 actual figures contain \$209,000 in contracted services for engineering for the Influent Pump Station, Excess Flow Holding Tank, and Sewer Interceptors project, \$26,000 in contracted services for engineering for the 188<sup>th</sup> Street Waterline project, and \$46,000 in contracted services for the Water Master Plan.

<b>Object</b>	<b>FY17 Actual</b>	<b>FY18 Budget</b>	<b>FY18 Proj</b>	<b>FY19 Budget</b>
Personnel	696,124.92	852,400.00	739,669.15	907,020.00
Contracted Services	449,123.89	645,200.00	704,571.79	1,052,650.00
Commodities	1,487,145.44	1,728,100.00	1,252,164.47	1,511,860.00
Capital Outlay	90,113.91	1,958,900.00	1,854,768.51	7,115,500.00
<b>Total</b>	<b>2,722,508.16</b>	<b>5,184,600.00</b>	<b>4,551,173.92</b>	<b>10,587,030.00</b>

<b>Performance Benchmarks</b>	<b>FY19 Goal</b>
Percentage of utility work orders completed within one business day	> 85%
Percentage of utility locates completed within the required timeframe	> 97%
Number of violations in drinking water regulations as reported in annual CCR	0
*SURVEY* Citizen satisfaction with overall quality of water service	> 80%

## SANITATION FUND

The Sanitation Fund is projected to start FY2019 with a cash balance equal to 4.5% of the FY2019 Sanitation Fund operating budget. The FY2019 General Fund operating budget estimates an ending cash balance of 5.1% at the end of FY2019.

As a proprietary fund, charges for services is the only component of the Sanitation Fund revenues, accounting for all FY2019 budgeted revenues. The City's contract with Waste Corporation of America for residential trash, recycling, yard waste, and bulky item pickup and its contract with Mid-America Regional Council for household hazardous waste are the fund's only expenses.

<b>Object</b>	<b>FY17 Actual</b>	<b>FY18 Budget</b>	<b>FY18 Proj</b>	<b>FY19 Budget</b>
Personnel	-	-	-	-
Contracted Services	-	-	-	-
Commodities	625,484.75	702,100.00	722,899.63	786,570.00
Capital Outlay	-	-	-	-
<b>Total</b>	<b>625,484.75</b>	<b>702,100.00</b>	<b>722,899.63</b>	<b>786,570.00</b>

## OTHER FUNDS

The Police Department receives special revenue with limited expense purposes: Police Training, DWI Recovery, and Police Technology Upgrades. The collective total of these funds is projected to start FY2019 with a cash balance equal to 419.3% of the their collective FY2019 operating budget. Their collective operating budgets estimate an ending cash balance of 400.4% at the end of FY2019.

Object	FY17 Actual	FY18 Budget	FY18 Proj	FY19 Budget
Personnel	-	-	-	-
Contracted Services	-	-	-	-
Commodities	2,503.97	8,000.00	3,868.04	8,000.00
Capital Outlay	-	-	-	-
<b>Total</b>	<b>2,503.97</b>	<b>8,000.00</b>	<b>3,868.04</b>	<b>8,000.00</b>

Likewise, the Municipal Court receives special revenue with limited expense purposes: Judicial Education, and Appointed Counsel. The collective total of these funds is projected to start FY2019 with a cash balance equal to 507.8% of the their collective FY2019 operating budget. Their collective operating budgets estimate an ending cash balance of 516.8% at the end of FY2019.

Object	FY17 Actual	FY18 Budget	FY18 Proj	FY19 Budget
Personnel	-	-	-	-
Contracted Services	-	-	-	-
Commodities	398.68	6,500.00	945.00	1,000.00
Capital Outlay	-	-	-	-
<b>Total</b>	<b>398.68</b>	<b>6,500.00</b>	<b>945.00</b>	<b>1,000.00</b>