

## **SMITHVILLE BOARD OF ALDERMAN**

### **WORK SESSION**

May 17, 2022, 5:30 p.m.

City Hall Council Chambers and Via Videoconference

#### **1. Call to Order**

Mayor Boley, present, called the meeting to order at 5:58 p.m. A quorum of the Board was present: Kelly Kobylski, John Chevalier, Dan Ulledahl, Marv Atkins and Dan Hartman. Ronald Russell joined to 5:33 p.m.

Staff present: Cynthia Wagner, Anna Mitchell, Chief Jason Lockridge, Chuck Soules, Linda Drummond, Stephan Larson and Jack Hendrix.

#### **2. Discussion of Regulations for Development Roads (Trench Backfill Regulations)**

Chuck Soules, Public Works Director, noted that in May of 2020, the City adopted the 2017 Kansas City Metro American Public Works Association (APWA) Construction Standards. With that, staff recommended modifications including asphalt mix and concrete specifications, pavement subgrade treatment, and recommended using flowable fill excavations on streets.

Flowable fill is a low strength sand and cement mixture that is diggable and does not settle. Chuck explained that while flowable fill is a great backfill material, it is more expensive. As was brought to the Board's attention by a local developer at a previous Board meeting when he asked that the City review our backfill standards.

Chuck explained that staff met with local developers, contractors and engineers to discuss the best approach to obtaining good backfill operations. He said that the reason staff recommended flowable fill is because you cannot make a mistake, once it is down it is done. He noted that you can get compaction not using flowable fill if it is done appropriately. In the meeting of this group, they came to the consensus that will maintain the integrity of the infrastructure (street) that will be placed above excavated areas and avoid settlements that is listed in Exhibit 1.

Chuck explained that during their discussion staff pointed out the need to look at where the utilities are placed. Typically, they are placed in the front of the lot, and everyone has to cross over them. If we would put the sewer in the back of the lot everyone could tie into the sewer line from there and only have half of the crossings that we typically have. Staff requested that the engineers start to consider this option and staff will now begin to look for the sewer to be placed at the backs of the lots when developers submit their plans. Chuck noted that this will not always work but will be required when it can.

#### **EXHIBIT 1**

City of Smithville

Excavation / Backfill Specifications

Engineer shall design subdivisions to minimize crossings / excavations in /under the street from back of curb to back of curb

<u>Trench</u>	<u>Backfill Material</u>	<u>-</u>	<u>Placement</u>	<u>Compaction</u>	<u>Testing</u>
Trench 0 - 24" wide	Flowable Fill	water service lines, grinder pump sewer service lines, force mains (assuming not more than 4ft deep)			
Trenches less than 48" deep	Compacted AB-3 or MoDOT Type 1 or 5	Water mains	8" lifts	95%	test every lift each road crossing or every 50 ft of trench length
Trench 24"-48" wide	Flowable Fill or Aggregate Base Material AB-3 or MoDOT Type 1 of 5		8" lifts	95%	test every lift each road crossing or every 50 ft of trench length
Wide Trench > 48"	Suitable Backfill		8" lifts	95%	test every lift each road crossing or every 50 ft of trench length
	Developer / Contractor will have an approved testing firm on site during all compacted trench operations to perform compaction testing. Compaction test reports will be provided to City on weekly basis and at least one week prior to placing curbs or pavement for approval to proceed.				

The consensus specifications still require flowable fill in narrow trenches as contractors do not have equipment small enough to properly compact narrow trenches. We are recommending AB-3 for medium trenches, which is four foot in depth, a base rock material that compacts very well. For large trenches the contractor can use the excavated material and compact appropriately in six-to-eight-inch lifts and compact it to 95% compaction. They will also be required to have an independent testing firm to verify the compaction. If these requirements are not met they will not be allowed to put the pavement on top of the subgrade.

Chuck noted that this item will be brought to the Board for approval at the regular meeting tonight.

Alderman Russell apologized for coming in late and asked how the standard compared to the recommended?

Chuck explained that using the staff recommended flowable fill was because you cannot make a mistake with it, once it is down it sets up and it is done. Other materials can be compacted correctly, if a contractor does not get in a hurry. What the City has agreed to is putting the fill in six-to-eight-inch lifts and compact it to 95% compaction. Developers will also be required to do testing on the soil to ensure the 95% compaction and staff will verify the reports.

Alderman Russell asked what the cost difference would be?

Chuck explained that the fill will be the actual cost, the compacting of the material will be the contractors time and effort. They will have to hire a testing firm and that firm will have to be onsite the whole time they are laying in the lifts. But even with all of that, it would not cost as much as what flowable fill would cost.

### **3. Initial FY2023 Budget Discussion**

Cynthia gave a brief introduction to all of the budget items on the agenda. She noted that this marks the first Board review or action in relation to the development of the FY2023 budget. The update of the FY2022 6-Month Budget is where we are in the FY2022 budget and that starts setting the tone for where we think we will be moving into those deliberations for FY2023 budget development.

The Departments Review provides an overview of the work that has been achieved over the last several months. Cynthia and Stephen have been working internally with staff looking at what those department priorities are and provide that information to the Board.

The Capital Improvement Updates reflect changes in costs and staff identified priorities based on information received throughout the year and in discussions with the Board.

The information presented this evening serves as the basis for the information that we will be reviewing, and the priorities staff will be looking for from the Board at next week's retreat. Cynthia noted that staff is calling the retreat a "financial summit" because of all of the information that will be provided to the Board next week. She explained that staff will be looking for a lot of feedback from the Board. Cynthia noted that we will be taking the work of the last several years of the Strategic Plan, Comprehensive Plan Update, Parks and Recreation Master Plan and all of the studies and work that has occurred over the last four years. We will be looking for participation from the Board in figuring out how we look at funding for priorities.

Cynthia noted that staff has spent a good amount of time putting information together for tonight and significant amount of time is going into work for the retreat. She explained that staff will post the agenda only for the retreat tomorrow and the packet of information will be distributed late Friday afternoon for the retreat on Wednesday, May 25.

### **FY2022 6-Month Review**

Stephen Larson, Finance Director, presented the FY2022 6-month budget review.

### **Budget Comments**

- FY22 budget figures include budget amendments approved by the Board:
  - Budget Amendment #1 – Cleaning Reinforced Concrete Box
  - Budget Amendment #2 – Increase Project Budgets (Aerobic Digester, Streetscape Phase III – Bridge Street Engineering, Etc.) and Class and Comp Implementation
  - Budget Amendment #3 – Establishing CID Fund

- Expenditures include **13** of the **26** fiscal year payrolls. **50%** of wage related expenses have been paid through **13** payrolls.

### General Fund

General Fund	FY22 Budgeted	FY22 Projections	FY22 YTD	% of Budget Received
<b>Revenues</b>	\$4,918,620	\$5,064,987	<b>\$3,089,774</b>	<b>62.82%</b>

- General Fund revenues are typically above **50% received to budget** through Quarter 2 because of the large property tax disbursement received in January of each year

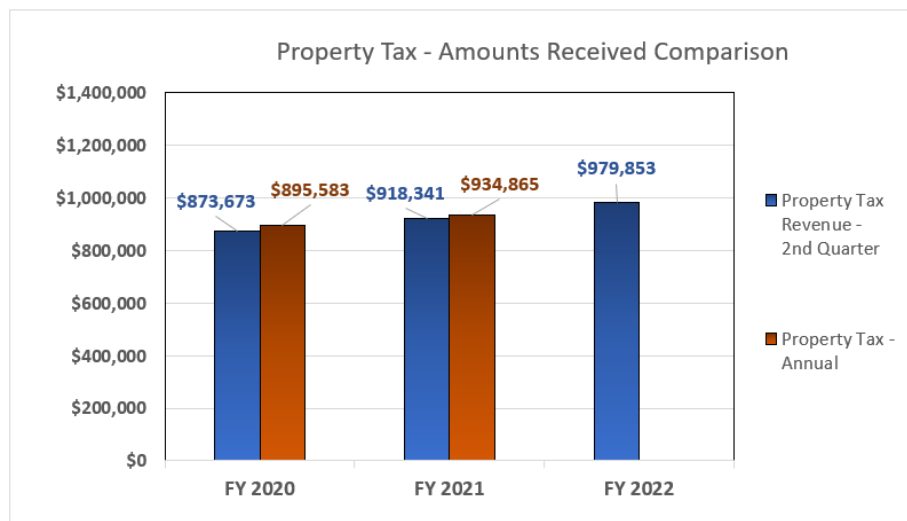
General Fund	FY22 Budgeted	FY22 Projections	FY22 YTD	% of Budget Expended
<b>Expenditures</b>	\$5,905,850	\$5,670,059	<b>\$2,861,339</b>	<b>48.45%</b>

- Campground Electrical Upgrade – Phase II and III (**\$75,000 - Completed**)
- GIS/Asset Management (**\$100,000 – In Progress**)
- Public Works/Streets Facility Engineering (**\$250,000 Budget**)
- Transportation Master Plan (**\$60,000 - Completed**)
- Complete Streetscape Phase II (**\$105,000 - Completed**)

General Fund Major Revenues	FY22 Budgeted	FY22 Projections	FY22 YTD	% of Budget Received
<b>Property Tax Revenues</b>	\$935,099	\$996,377	<b>\$979,853</b>	<b>104.79%</b>

- The City received the large Property Tax disbursement in January 2022.
- The City, on average in the past 3 years, receives **97.9%** of property tax revenue by the 2<sup>nd</sup> quarter of the fiscal year.

### Property Tax Revenue Three Year Trend History

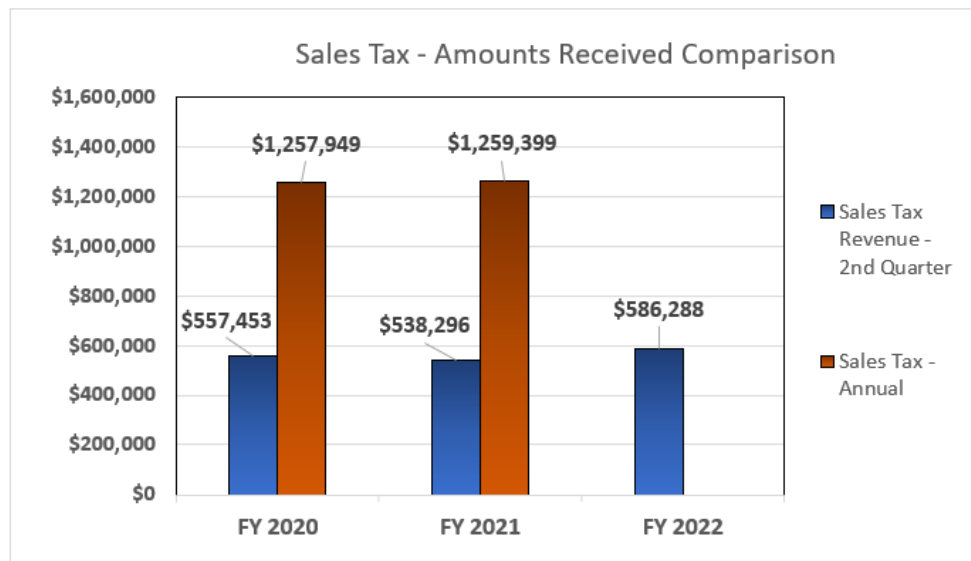


## Sales Tax Revenue

General Fund	FY22 Budgeted	FY22 Projections	FY22 YTD	% of Budget Received
<b>Sales Tax Revenues</b>	\$1,233,381	\$1,265,250	<b>\$586,288</b>	<b>47.54%</b>

- The City, on average in the past 3 years, receives **43.6%** of sales tax annual revenue by the 2<sup>nd</sup> quarter of the fiscal year.
- This data reflects the transfer of TIF EATs from the General Fund to the Special Allocation Fund.

## Sales Tax Revenue Three Year Trend History

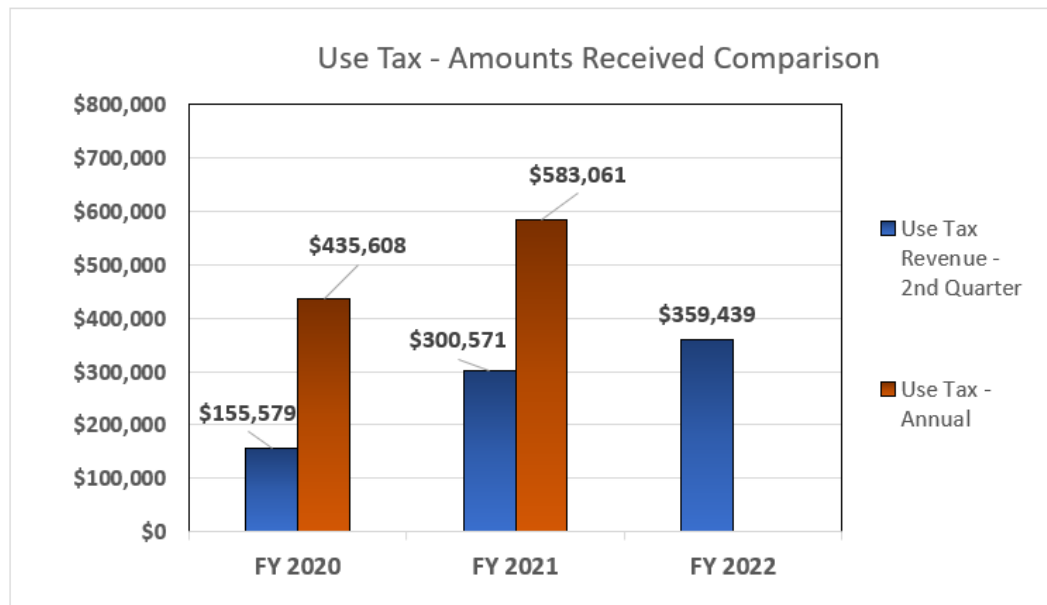


## Use Tax Revenue

General Fund	FY22 Budgeted	FY22 Projections	FY22 YTD	% of Budget Received
<b>Use Tax Revenues</b>	\$563,720	\$572,250	<b>\$359,439</b>	<b>63.76%</b>

- The City, on average in the past 3 years, receives **47.9%** of use tax annual revenue by the 2<sup>nd</sup> quarter of the fiscal year.

## Use Tax Revenue Three Year Trend History



## General Fund – Bottom Line

	Actual FY21	Budgeted FY22	Projected FY22
Beginning Fund Balance	\$ 3,558,070	\$ 3,456,205	\$ 3,761,905
Total Revenues	\$ 5,500,291	\$ 4,918,620	\$ 5,064,987
Total Expenses	\$ 5,296,456	\$ 5,905,850	\$ 5,670,059
Net Change in Fund Balance	\$ 203,835	\$ (987,230)	\$ (605,072)
Ending Fund Balance	\$ 3,761,905	\$ 2,468,975	\$ 3,156,833

## Capital Improvement Sales Tax Fund

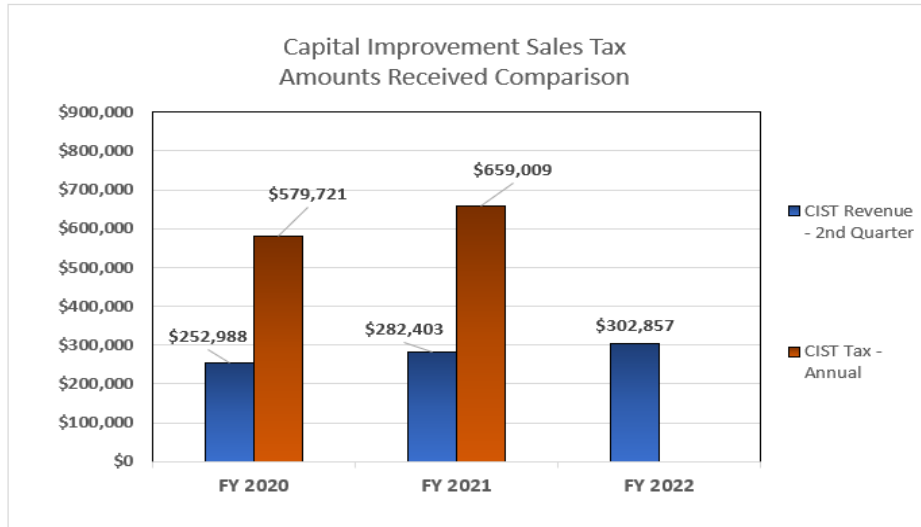
Capital Improvement Sales Tax	FY22 Budgeted	FY22 Projections	FY22 YTD	% of Budget Received
Revenues	\$627,555	\$655,250	\$302,857	48.26%

- The City, on average in the past year 3 years, receives **42.8%** of capital improvement sales tax annual revenue by the 2<sup>nd</sup> quarter of the fiscal year.
- Capital Improvement Sales Tax is not subject to TIF EATS collections.

Capital Improvement Sales Tax	FY22 Budgeted	FY22 Projections	FY22 YTD	% of Budget Expended
Expenditures	\$660,550	\$660,550	\$351,550	53.22%

- Streetscape Phase III (Bridge Street) Engineering (**\$182,000**)
- Transfer to Capital Projects Fund for Streetscape Phase II (**\$127,000**)
- Transfer to Debt Service Fund (**\$351,550**)

### Capital Improvement Sales Tax Revenue Three Year Trend History



### Debt Service Fund

Debt Service	FY22 Budgeted	FY22 Projections	FY22 YTD	% of Budget Received
Revenues	\$351,550	\$351,550	\$351,550	100.00%

- The budgeted transfer of **\$351,550** from the Capital Improvement Sales Tax Fund to support Debt Service payments has occurred.

Debt Service	FY22 Budgeted	FY22 Projections	FY22 YTD	% of Budget Expended
Expenditures	\$339,213	\$339,213	\$243,593	71.81%

- General Obligation Debt Payments (for Series 2018 and Series 2019) are scheduled for **March 1, 2022** and on **September 1, 2022**.

### Transportation Sales Tax Fund

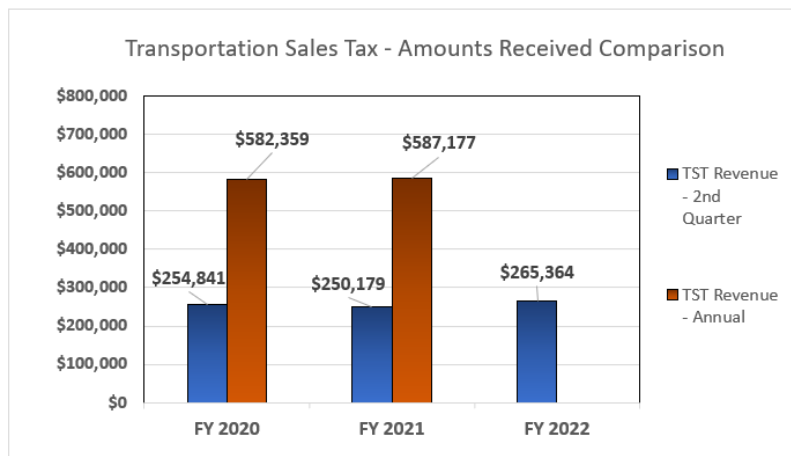
Transportation Sales Tax	FY22 Budgeted	FY22 Projections	FY22 YTD	% of Budget Received
Revenues	\$569,160	\$572,150	\$265,364	46.62%

- The City, on average in the past 3 years, receives **43.3%** of transportation sales tax annual revenue by the 1st quarter of the fiscal year.
- Transportation Sales Tax is subject to TIF EATS collections.

Transportation Sales Tax	FY22 Budgeted	FY22 Projections	FY22 YTD	% of Budget Expended
Expenditures	\$782,630	\$686,337	\$272,618	34.83%

- Annual Asphalt Overlay Program (**\$300,000 - Complete**)
- Downtown Streetscape Phase 2 (**\$169,000 - Complete**)
- 4<sup>th</sup> Street Terrace Road Repairs Following Utility Improvements (**Moving Project to FY2023**)

### Transportation Sales Tax Revenue Three Year Trend History



### Combined Water and Wastewater System Fund

CWWS Fund	FY22 Budgeted	FY22 Projections	FY22 YTD	% of Budget Received
Revenues	\$5,925,400	\$6,095,506	\$2,928,075	49.42%

- Revenue budget includes the planned **\$806,000** from Clay County for ARPA Reimbursement (Budget Amendment #2) which will be received as the project is completed over time.

CWWS Fund	FY22 Budgeted	FY22 Projections	FY22 YTD	% of Budget Expended
Expenditures	\$6,778,415	\$6,137,444	\$2,284,186	33.70%

- Floating Aerator – Engineering and Construction (**\$450,000 – In Progress**)
- West Bypass 144<sup>th</sup> Lift Station (Engineering) (**\$500,000 – In Progress**)
- 4<sup>th</sup> Street and 4<sup>th</sup> Terrace (Construction) (**\$300,000 – In Progress**)
- GIS/Asset Management (**\$100,000 – In Progress**)



## Water and Wastewater Sales Revenue

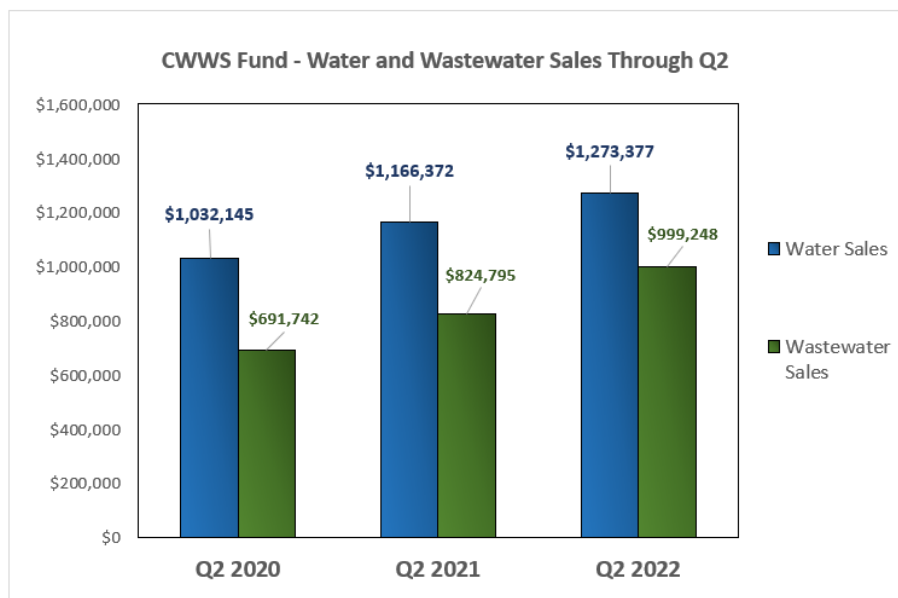
CWWS Fund	FY22 Budgeted	FY22 Projections	FY22 YTD	% Received of Budget
Water Sales	\$2,716,094	\$2,737,000	\$1,273,377	46.88%

- The City, on average in the past 3 years, receives **43.9%** of water sales annual revenue by the 2<sup>nd</sup> quarter of the fiscal year.

CWWS Fund	FY22 Budgeted	FY22 Projections	FY22 YTD	% Received of Budget
Wastewater Sales	\$1,790,666	\$1,950,000	\$999,248	55.80%

- The City, on average in the past 3 years, receives **46.4%** of wastewater sales annual revenue by 2<sup>nd</sup> quarter of the fiscal year.

## Water and Wastewater Sales Revenue Three Year Trend History of Quarter Two



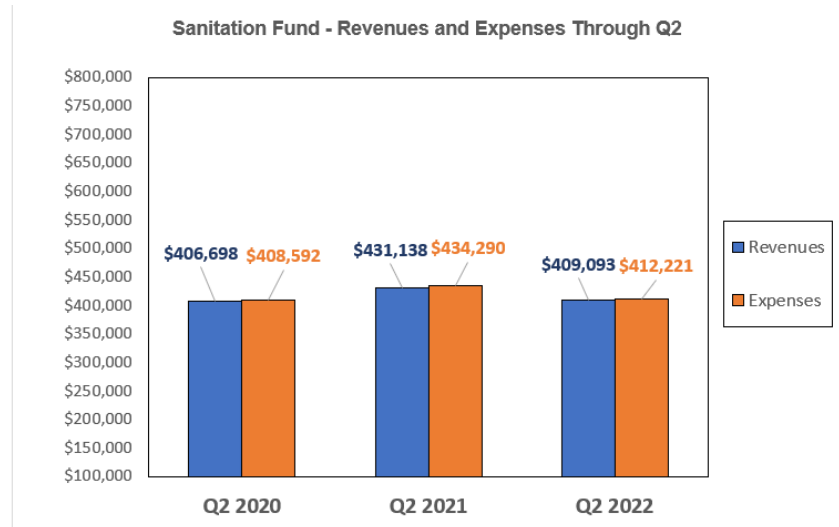
## Sanitation Fund

Sanitation Fund	FY22 Budgeted	FY22 Projections	FY22 YTD	% Received of Budget
Revenues	\$849,530	\$849,530	\$409,093	48.16%

- The City, on average in the past 3 years, receives **49.1%** of solid waste annual revenue by the 2<sup>nd</sup> quarter of the fiscal year.

Sanitation Fund	FY22 Budgeted	FY22 Projections	FY22 YTD	% Expended of Budget
Expenditures	\$836,450	\$836,450	\$412,221	49.28%

- The City also pays to participate in the Household Hazardous Waste collection program administered by MARC which is funded by the Sanitation Fund.



### Park and Stormwater Sales Tax Fund

Park & Stormwater Sales Tax	FY22 Budgeted	FY22 Projections	FY22 YTD	% Received of Budget
Revenues	\$627,555	\$655,250	\$301,301	48.01%

- Initial collections of Park & Stormwater Sales Tax occurred November 2020.
- Park & Stormwater Sales Tax is not subject to TIF EATS collections.

Park & Stormwater Sales Tax	FY22 Budgeted	FY22 Projections	FY22 YTD	% Expended of Budget
Expenditures	\$485,000	\$485,000	\$118,695	24.47%

- Diamond Crest Neighborhood Park (\$275,000 – Nearing Completion)
- Stormwater Master Plan (\$150,000 – Begin Shortly)
- Quincy/Owens Stormwater Improvements Engineering (\$60,000 – In Progress)

### VERG (Vehicle and Equipment Replacement Fund)

VERF	FY22 Budgeted	FY22 Projections	FY22 YTD	% Received of Budget
Revenues	\$284,000	\$353,916	\$210,586	74.15%

- The City has sold **14** vehicles through Enterprise since 2021. This includes **1** vehicle leased through Enterprise which reached the end of the lease.
- In FY2022, the City transferred **\$40,000** for VERN support and **\$135,000** to support leasing expense for 4 police cars. The expense was budgeted for in the General Fund and the transfer of funds will provide revenues to the VERN to lease the police cars.

VERN	FY22 Budgeted	FY22 Projections	FY22 YTD	% Expended of Budget
<b>Expenditures</b>	\$175,749	\$175,749	<b>\$80,442</b>	<b>45.77%</b>

- The City is continuing to receive leased vehicles from Enterprise. Expenses are tracking under budget but will increase as vehicles are received.

#### ARPA Fund (American Rescue Plan Act Fund)

American Rescue Plan Act Fund	FY22 Budgeted	FY22 Projections	FY22 YTD	% Received of Budget
<b>Revenues</b>	\$1,089,162	\$1,099,657	<b>\$10,495</b>	<b>0.96%</b>

- 2<sup>nd</sup> tranche payment will be received no less than 1 year after 1<sup>st</sup> tranche payment. City received 1<sup>st</sup> payment on **September 8, 2021**.
- The City received **\$10,495** as a result of funds either declined or not requested by another NEU within the State of Missouri.

American Rescue Plan Act Fund	FY22 Budgeted	FY22 Projections	FY22 YTD	% Expended of Budget
<b>Expenditures</b>	\$2,178,300	\$2,178,300	<b>\$0</b>	<b>0.00%</b>

- City is receiving reimbursement from Clay County for the unfunded portion of the project (**\$805,495**). This will show as revenue in the CWWF Fund to offset project expense.
- These County ARPA funds will be expended first. Then, the City will utilize the \$2.178 million for the remainder of the project.

#### 6 Month Review Conclusion

##### Revenues

- Property Tax has performed well and continues to be bolstered by new construction.
- Sales Tax is performing well through 6 months and is outperforming Q2 YTD figures from 2021 and 2020
- Use Tax is performing exceptionally well. Staff remain conservative on the projections for the next 6 months due to the volatile nature of use tax.
- ARPA (both from and Clay County and the City's ARPA Fund has reduced the need

## **Expenditures**

- General Fund operational expenditures continue to rise with inflation, but track towards the budget.
- Staff monitoring actual vehicle leasing expense compared to budget as vehicle costs increase (as well as future VERF cashflows).

Alderman Russell asked if the reason for the conservative projection for the use tax is because of the volatile nature would be passed on to the FY2023 budget due to the unknown?

Stephen explained that it would be a conversation he and Cynthia would have to have. He noted that staff really wanted to continue to monitor it and see if it is continuing to stay strong. Right now, with all the inflation we are experiencing we are not sure if it will continue to increase with the potential of a recession coming. Stephen noted that staff will continue to monitor how each month performs compared to last year and also take into consideration and how the economy is doing. He explained that they would still use a conservative number that we know we will be able to work with.

Cynthia noted that staff will present projections for all of the City's revenue sources for the FY2023 budget at the retreat on May 25. Tonight's information is to show where we are year-to-date in FY2022 and staff will use this information to help with the projections. The projections are initial now with only having six months information for this year. The final projections for the FY2023 budget will be included in the recommended budget later this summer.

Alderman Hartman noted that it is exciting to see that the City property tax income is approaching \$1,000,000.

## **Department Budget Review**

Cynthia noted that the Department Budget Review presentation format includes a highlight of the 2021-2022 accomplishments, then the items that staff see as issues or items in the development of the FY2023 budget for consideration.

She asked that the Board begin to think about items that are priorities to them or they would like to see as part of the consideration of the FY2023 budget.

## **Administration**

Cynthia Wagner, City Administrator, presented the Administration Department.

## **Department Structure**

City Administrator (Full-Time), Assistant City Administrator (Full-Time), City Clerk (Full-Time). Legal Counsel – 2 (Part-Time).

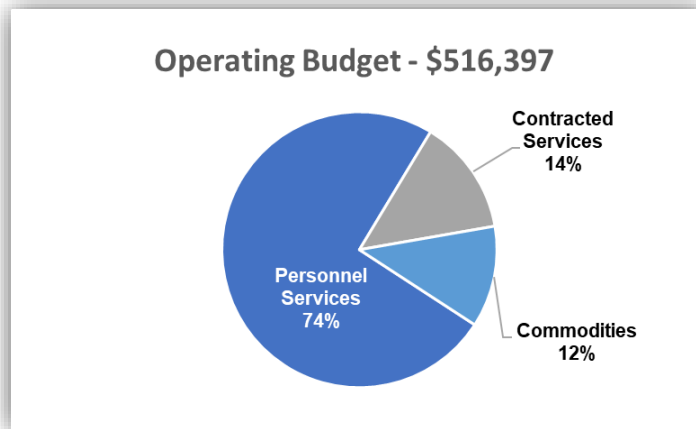
## **2021-2022 Key Accomplishments**

- Continued assistance to Smithville Main Street through a completed MOU as a part of the Missouri Main Street Program
- Coordinated work of EDC (Economic Development Committee) in reviewing incentives to make recommendations for changes to the Economic Development Incentives Policy to the Board
- Increased frequency and content of citizen newsletter

- Coordinated employee compensation and classification study
- Coordinated process to select and onboard new health insurance broker
- Developed and administered the first Neighborhood Beautification Grant Program
- Began efforts to create and support the employee Wellness Committee

## 2022 Budget Summary

2022 Total Budget	
Personnel Services	\$384,687
Contracted Services	\$70,220
Commodities	\$61,490
Capital Improvements	\$105,000
<b>Grand Total</b>	<b>\$621,397</b>



## 2023 Discussion Points

- Smithville Main Street Contract
- Neighborhood Beautification Grant (**\$25,000** is in the FY2023 Proposed Budget)
- Citizens Academy
- County ARPA Tourism Grant
- Employee Relations
  - Wellness Committee
  - City-Wide focus on Training
  - Compensation and Merit Pool
- Server Replacement (2 Servers) (**\$19,000** is in the FY2023 Proposed Budget)

## Finance

Stephen Larson, Finance Director, presented the Finance Department.

## Department Structure

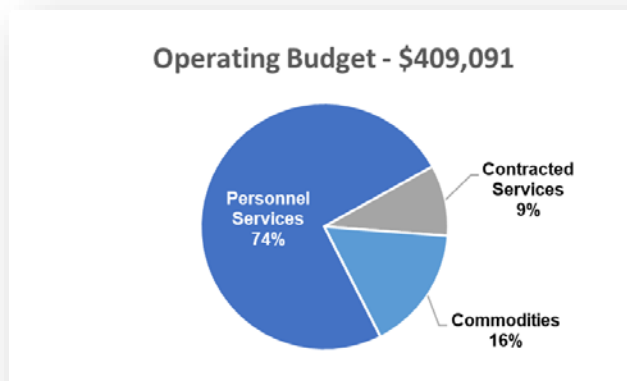
Finance Director (Full-Time), Finance Specialist – 2 (Full-Time), Finance Analyst (Full-Time).

## 2021-2022 Key Accomplishments

- Received the GFOA Distinguished Budget Award for the FY2021 Budget Document
- Developed a Popular Annual Financial Report which outlines City performance, financial activity, and department accomplishments in an easy to consume audience friendly format
- Developed project pages for the 5 Year CIP to improve transparency
- Billed and serviced over 4,100 utility customer accounts on a monthly basis
- Engaged Raftelis Consultants for the completion of a Utility Rate Study to inform the FY2023 proposed budget and future budgets with rate projections based upon utility operational and capital needs
- Coordinated CAREs and ARPA fund administration, auditing, and reporting
- Negotiated new contracts with AT&T for internet and Avid Communications for telephone resulting in lower costs while retaining quality service

## 2022 Budget Summary

2022 Total Budget	
Personnel Services	\$304,431
Contracted Services	\$38,010
Commodities	\$66,650
Capital Outlay	-
<b>Grand Total</b>	<b>\$409,091</b>



## 2023 Discussion Points

- Implement the migration of the Financial Management suite from version INCODE 9 to version INCODE 10 (**\$44,000** is in the FY2023 Proposed Budget)
- Issue a Certificate of Participation for CWWS capital improvement projects (including 144<sup>th</sup> Street Lift Station and West Bypass (of) 144<sup>th</sup> Street Lift Station) which together, both projects have an estimated cost of **\$3,900,000**.
  - Further evaluate COP issuance for future CWWS capital improvement projects

- Consideration of utility rate recommendations from the utility rate study produced by Raftelis Consultants
- Evaluate utility disconnection policy
- Evaluate debt capacity and debt issuance ability during budget process

## Police

Chief Jason Lockridge, Chief of Police, presented the Police Department.

### Department Structure

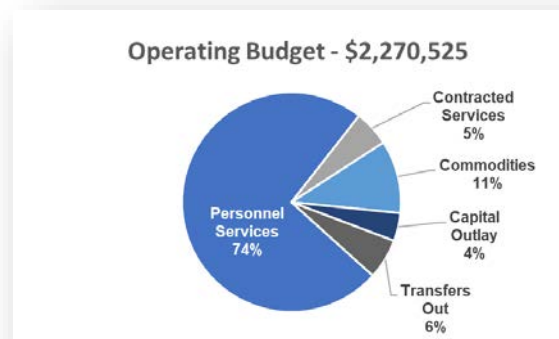
Chief of Police (Full-Time), Police Captain (Full-Time), Police Clerk/Prosecutor's Assistant (Full-Time), Police Sergeants – 4 (Full-Time), Police Detectives – 2 (Full-Time), School Resource Officers – 2 (Full-Time), Police Officers – 10 (Full-Time).

### 2021-2022 Key Accomplishments

- Hired and sponsored 7 recruits in the police academy
- Completed replacement, training, and implementation of a new Records Management System
- Completed Police facility needs assessment and conceptual drawings
- Completed radio replacement (initiated in 2021)
- Purchased 10 patrol rifles and continued taser replacement program with 4 taser replacements
- Purchased Computer Voice Stress Analyzer and scheduled training to use instrument
- Ordered 4 Patrol vehicles through Enterprise Fleet Management

### 2022 Budget Summary

2022 Total Budget	
Personnel Services	\$1,678,575
Contracted Services	\$119,800
Commodities	\$243,550
Capital Outlay	\$93,600
Transfers	\$135,000
<b>Grand Total</b>	<b>\$2,270,525</b>



## 2023 Discussion Points

- Continue aggressive recruiting and hiring practices
- Replace an additional 4 patrol vehicles through the Enterprise Fleet Management leasing program in the FY2023 fiscal year (for a total of 8 patrol vehicles leased through the program by FY2023)
- Continue the annual taser replacement program with the replacement of 4 tasers in the FY2023 fiscal year (**\$6,000** in the FY2023 Proposed Budget)
- Replace 6 workstations (4 in report room, 1 in sergeant room, 1 in property room). (**\$7,200** in the FY2023 Proposed Budget)
- Replace 4 Mobile Data Terminals (in car computers) (**\$10,000** in the FY2023 Proposed Budget)
- Increase training of newly promoted officers and work towards succession planning

## Development

Jack Hendrix, Development Director, presented the Development Department.

## Department Structure

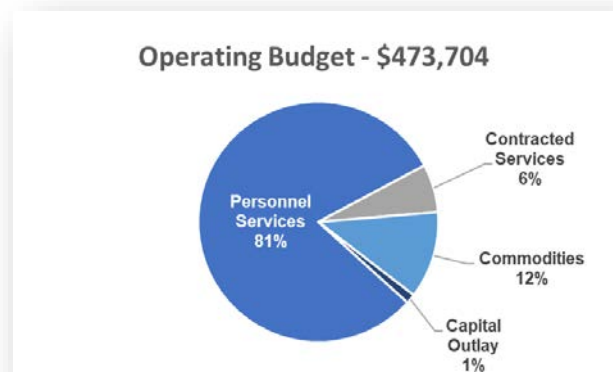
Development Director (Full-Time), Building Inspectors – 2 (Full-Time), Code Inspector – 1 (Full-Time), Permit Technician – 1 (Full-Time)

## 2021-2022 Key Accomplishments

- Began the implementation of new building codes
- Certified building inspectors in 2021
- Completing Key Implementation Actions from the Comprehensive Plan 2030.
- Upgraded the INCODE code enforcement software to allow for better efficiency and functionality in building inspections and code enforcement

## 2022 Budget Summary

2022 Total Budget	
Personnel Services	\$381,654
Contracted Services	\$30,610
Commodities	\$55,440
Capital Outlay	\$6,000
<b>Grand Total</b>	<b>\$473,704</b>





## 2023 Discussion Points

- Plan for Comprehensive Plan action items:
  - Establish a zoning overlay on the westside of Highway 169 south of Barton Heights to 136<sup>th</sup> Street (the estimated consultant cost to establish the zoning overlay is between **\$20,000** to **\$25,000** which is currently not budgeted in the FY2023 Proposed Budget)
  - Establish intentional gateways into Smithville (the estimated consultant cost to establish a strategy is between **\$7,500** and **\$15,000** which is currently not budgeted in the FY2023 Proposed Budget)
- Upgrade development software to INCODE 10 to improve digital interaction (**\$16,000** in the FY2023 Proposed Budget)
- Consideration of a Part-Time Code Enforcement Officer (currently not funded in the FY2023 Budget)

## Parks and Recreation

Matt Denton, Parks Director, presented the Parks and Recreation Department.

### Department Structure

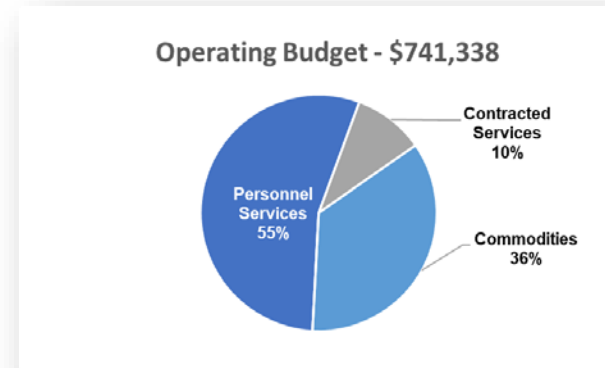
Parks and Recreation Director (Full-Time), Recreation and Marketing Manager (Full-Time), Clinic Instructors (Part-Time as needed), Field Supervisors (Part-Time as needed), Parks Maintenance Crew Leader (Full-Time), Parks Maintenance – 2 (Full-Time), Seasonal Parks Maintenance (Part-Time as needed).

### 2021-2022 Key Accomplishments

- Completed the Parks and Recreation Master Plan.
- Opened the Diamond Crest Neighborhood Park Splash Pad to the public
- Increased the Smith's Fork campground occupancy rate, increased campground revenues, and completed Phase II campground electrical upgrades
- Expanded Senior Center rental availability and provided more fitness class options
- Grew participation in current Parks and Recreation programs and added more recreational programs (such as e-sports, kickball, kayaking, and pickleball)
- Incurred no restroom related "report a concern" issues
- Completed new Heritage Park basketball court and new Heritage Park playground parking lot

### 2022 Budget Summary

2022 Total Budget	
Personnel Services	\$406,048
Contracted Services	\$71,940
Commodities	\$263,350
<b>Grand Total</b>	<b>\$741,338</b>



### 2023 Discussion Points

- Prioritized park projects as identified in the Parks and Recreation Master Plan within the Park & Stormwater Sales Tax Fund
- Consideration of a Full Time Recreation Position to coordinate increased recreational programming, enhance programming quality, and further expand communication of the programs to the public (currently not funded in the FY2023 Proposed Budget).
- Consideration of the Senior Center Contract Renewal (with discussion of the Senior Center priorities such as using center as a community event space).
- Discuss Legacy Fund expectations (fundraising expectations and exploration of fundraising opportunities).
- Paint the interior of the Senior Center (**\$5,000** in the FY2023 Proposed Budget)
- Complete departmental equipment inventory and development equipment replacement plan, including the replacement of the following pieces of equipment:
  - Two Zero Turn Mowers (**\$13,250** in the FY2023 Proposed Budget)
  - One Batwing Style Mower (**\$34,600** in the FY2023 Proposed Budget)

### Utilities (Public Works)

Chuck Soules, Public Works Director, presented the Utilities Department.

### Department Structure

Public Works Director (40%) (Full-Time), Utilities Superintendent (Full-Time), Management Analyst (40%) (Full-Time), Utilities Inspector 1 (Full-Time), Water Treatment Manager (Full-Time), Operations Manager (Full-Time), Administrative Coordinator (Full-Time), Water Plant Operators – 4 (Full-Time), Wastewater Plant Operators – 2 (Full-Time), Utility Specialists – 3 (Full-Time).

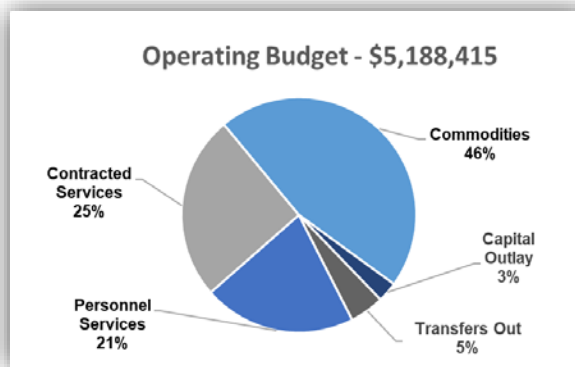
### 2021-2022 Key Accomplishments

- Lined 3,800 feet of wastewater main through the cured in place pipe program and repaired 50 vertical feet to reduce infiltration and improve the structural integrity of the sanitary sewer main
- Completed construction of the Highland Drive sanitary sewer line
- Completed the America's Water Infrastructure Act Assessment and Action Plan
- Replaced 5 pumps in lift stations, inspected and conducted weekly preventative maintenance on 31 sewer pump stations, and addressed (through repair) 48 waterline issues

- Conducted 4,031 on-time utility locates and completed 1,486 work orders
- Adopted Wastewater Master Plan
- Produced nearly 369 million gallons of water (averaging 1 million gallons per day)
- Received a request for \$806,000 in ARPA (American Rescue Plan Act) funds from Clay County for the Raw Water Pump Station capital improvement project at Smith's Fork (to be completed Summer 2022)

## 2022 Budget Summary

2022 Total Budget	
Personnel Services	\$1,092,050
Contracted Services	\$1,318,756
Commodities	\$2,388,269
Capital Outlay	\$144,000
Transfers Out	\$245,340
Capital Improvements	\$1,590,000
<b>Grand Total</b>	<b>\$6,778,415</b>



## 2023 Discussion Points

- Bid the 144<sup>th</sup> Street Lift Station capital improvement project and West Bypass (of 144<sup>th</sup> Street Lift Station capital improvement project and begin construction on both projects in FY2023
- Continue the "Cured in Place Pipe" program (**\$150,000** in the proposed FY2023 Budget)
- Explore option for "on call services" for water and wastewater plant and consider the addition of a Plant Supervisor position for 2<sup>nd</sup> shift to improve safety conditions and allow for other maintenance and plant inspection/operational activities
- Consideration of FY2023 – FY2027 5 Year Capital Improvement Plan, including:
  - Complete maintenance projects for Quincy Boulevard, 4<sup>th</sup> Street Terrace, and Winner Road
  - Engineering for wastewater plant expansion and improvements (**\$1,050,000** in the Proposed FY2024 CIP)
  - Planning for the water plant reconstruction in FY2027 and FY2028 which has an estimated cost of **\$12,000,000**.

- Engineering (in Proposed FY2023 CIP at **\$250,000**) and construction (in Proposed FY2023 CIP of **\$900,000**) for wastewater plant bar screen.

## **Transportation Sales Tax Fund**

Chuck Soules, Public Works Director, presented the Transportation Sales Tax Fund

### **Sales Tax Overview**

- The Transportation Sales Tax is a 0.5% (half-cent) special sales tax that became effective July 1<sup>st</sup>, 1989 (per Section 140.120).
- The Transportation Sales Tax was authorized by voters to have no expiration or until repealed by the Board of Alderman (per Section 140.120).
- The sales tax is to be used for the purpose of constructing, reconstruction, repairing, and maintaining streets, sidewalks, trails, City owned parking lots, and bridges within the City.

### **2021-2021 Key Projects In Progress and Completed**

- City was awarded APWA KC Metro Chapter "Project of the Year" in the Small City / Rural Community Category for Downtown Streetscape Phase II
- Continued to maintain clean and tidy downtown and neighborhood streets with street sweeping program
- The 2021 Street Maintenance program funded mill and overlay repairs for streets in the following subdivisions:
  - Coulter Addition Streets
  - Rock Creek Subdivision
- The 2022 Street Maintenance program funded mill and overlay for:
  - Tillman Road
  - Hospital Drive

## **Transportation Sales Tax Fund**

*Transportation Sales Tax provides funding for the annual mill and overlay program to repair and rehabilitate streets with a low PCI (pavement condition index)*

### **2023 Discussion Points**

- Continuation of Annual Sidewalk Program (**\$25,000** in Proposed FY2023 Budget)
- Continuation of Annual Striping Program (**\$25,000** in Proposed FY2023 Budget)
- Consideration of the FY2023 – FY2027 Capital Improvement Plan which includes the following proposed projects in FY2023:
  - FY2023 Street Maintenance Program (**\$200,000** in FY2023)
  - 4<sup>th</sup> Street Terrace Road repairs following utility improvements (**\$150,000** in the Proposed FY2023 CIP)
  - Commercial Street Sidewalks – Design/Engineering (**\$150,000** in the Proposed FY2023 CIP)
  - Quincy Boulevard – Mill and Overlay (**\$100,000** in the Proposed FY2023 CIP)
  - Commercial Street Sidewalks – Construction (**\$750,000** in the Proposed FY2023 CIP)
  - Commercial Street Sidewalks – MARC Reimbursement (**\$500,000** in grant revenue in the Proposed FY2023 CIP)

## **Capital Improvement Sales Tax Fund**

Chuck Soules, Public Works Director, presented the Capital Improvement Sales Tax Fund.

### **Sales Tax Overview**

- The Capital Improvement Sales Tax is a 0.5% (half-cent) special sales tax that was approved by voters on April 3<sup>rd</sup>, 2018.
- The City began to see initial collections of the sales tax in November 2018.
- The Capital Improvement Sales Tax was authorized by voters to be enacted until December 31<sup>st</sup>, 2038 (20 years).
- The sales tax is to be used for the purpose of funding, financing, operating, and maintaining capital improvements.
- The primary obligation of this sales tax is to pay outstanding debt service first. Leftover cash is utilized for capital projects.

### **Key Projects – Completed**

- Projects completed in this fund since the April 2018 election include:
  - Amory Road Improvements
  - 2nd Creek Road Bridge
  - 180<sup>th</sup> Street Trail
  - Commercial Street Sidewalks
  - Main Street Walking Trail
  - Downtown Streetscape Phase I & II

### **Projects: In Progress and Planned**

- Downtown Streetscape Phase III (Bridge Street) Design (in 2022)
- Downtown Streetscape Phase III (Bridge Street) Construction (in 2023)
- Annual Transfer to Debt Service for GO Debt (Series 2018 & Series 2019)

## **Capital Improvement Sales Tax Fund**

### **2023 Discussion Points**

- Bid construction for Streetscape Phase III (Bridge Street) in Spring 2023 with anticipated completion in Fall of 2023
- MARC Grant received from the construction of Streetscape Phase III
- Consideration of other future projects in FY2023 – FY2027 Capital Improvement Plan
  - Quincy Boulevard & Owen Street – Reconstruction (**\$150,000** in FY2023)
  - Sidewalk – 2<sup>nd</sup> Creek Bridge to Hwy 169 – Engineering (**\$150,000** in FY2024)
  - Sidewalk – 2<sup>nd</sup> Creek Bridge to Hwy 169 – Construction (**\$500,000** in FY2025). Project contingent on approved MARC reimbursement of **\$300,000** in FY2025.
  - 1<sup>st</sup> & Bridge Street Round-A-Bout – Engineering (**\$250,000** in FY2025)
  - 1<sup>st</sup> & Bridge Street Round-A-Bout – Construction (**\$900,000** in FY2026). Project contingent on approved MARC reimbursement of **\$600,000** in FY2026

## **Parks and Stormwater Sales Tax Fund**

Chuck Soules, Public Works Director, and Matt Denton, Parks Director presented the Parks and Stormwater Sales Tax Fund

### **Fund Information**

- The Park and Stormwater Sales Tax is a 0.5% (half-cent) special sales tax that was approved by voters on June 2nd, 2020.
- The City began to see initial collections of the sales tax in November 2020.
- The Park and Stormwater Sales Tax was authorized by voters to be in enacted until December 31<sup>st</sup>, 2040 (20 years).
- The sales tax is to be used for the purpose of operating, maintaining, funding, and/or financing parks and recreation needs and stormwater control.

## **2021-2022 Key Progress In Progress and Completed**

### **Parks & Recreation**

- Completion of Parks & Recreation Master Plan
- Completion of Diamond Crest Park (including Playground, Sidewalk, and Fencing).
- Park Name Signage (All City Parks Included)
- Completed RTP grant application for Diamond Crest Trail (Phase I) to connect Diamond Crest to Lake Meadows

### **Stormwater**

- Adopted the Storm Water Management Plan in December 2021 (Resolution 1006) to increase public education, public outreach, public participation, as well as increasing detection efforts on illicit discharge, mitigating construction site runoff, and preventing storm water pollution

## **2023 Discussion Points**

### **Park & Recreation**

- Implement Year 2 of the Parks & Recreation Master Plan -> Update the Playground at Emerald Ridge Park
- Consideration of FY2023 – FY2027 5 Year Capital Improvement Plan for fund

### **Stormwater (Public Works)**

- Begin work on the Stormwater Master Plan (in 2022) and pursue plan completion in 2023
- Complete staff training and enhance public education on the enforcement of NPDES (National Pollutant Discharge Elimination System) regulations

## **Sanitation Fund**

Chuck Soules, Public Works Director, presented the Sanitation Fund

## **2021-2022 Key Accomplishments**

- Negotiated a new Solid Waste services contract with GFL (Green For Life) including
  - Implementation of a Senior Trash Discount Rate (15% discount off the standard rate)
  - Decreased standard monthly trash rate (from \$19.90 to \$18.37)
  - Retained 2 city wide bulky item pick-ups
  - Introduced electronic waste event and shredding recycling event
  - Introduced a cardboard recycling drop-off downtown

- City held Household Hazardous Waste Program in September 2021 and collected 14,873 pounds of materials
- City hosted E-Waste and Shredding event in April 2022 and collected 858 pounds of electronics and 11,550 pounds of recyclable paper.

Chuck noted that for FY2023 we are looking at a five percent increase from GFL.

### **FY2023 Budget Process Schedule**

Stephen Larson, Finance Director provided a schedule for the FY2023 budget process.

- 5 Year Capital Improvement Program Review and Discussion (**May 17**)
- Board of Aldermen Retreat/Financial Summit (**May 25**)
- Schedule of Fees Review and Discussion (**June 21**)
- FY2023 Operating Budget and 5 Year CIP Review: 1<sup>st</sup> Discussion (**August 16**)
- FY2023 Operating Budget and 5 Year CIP Review: 2<sup>nd</sup> Discussion If Needed (**September 6**)
- Adopt FY2023 Budget on 2 Reading (**October 18**)

#### **4. Proposed FY2023-FY2027 Five Year Capital Improvement Plan**

Stephen Larson, Finance Director presented the proposed FY2023-FY2027 Five Year Capital Improvement Plan.

#### **5 Year CIP – Update**

- The City Administrator, Analysts, and Directors, have worked together to update the Proposed 5 Year CIP (FY2023 – FY2027) for initial review by the Board of Aldermen.
- The FY2023 – FY2027 features significant changes from the FY2022 – FY2026 CIP previously adopted by the Board.
- Project costs have increased with inflation and have been updated since the previous iteration of the 5 Year CIP.
- Projects featuring grant revenue opportunities have also been prioritized.

### **Combined Water and Wastewater Fund Adopted FY2022-FY2026 CWWS 5 Year CIP Supported by Operating Revenues**

Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Vehicle & Equipment Replacement Fund Transfer	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Raw Water Pump & Campground Station (Engineering)	\$100,000	-	-	-	-
4th Street and 4th Terrace (Engineering)	\$60,000	-	-	-	-
4th Street and 4th Terrace (Construction)	\$300,000	-	-	-	-
Floating Aerator	\$200,000	-	-	-	-
Water Plant Lagoon Cleaning	\$150,000	-	-	-	-
HVAC System (Wastewater Plant)	\$20,000	-	-	-	-
GIS/Asset Management (Cost Split 50/50 With CWWS)	\$50,000	-	-	-	-
UV Lights (Wastewater Plant)	\$40,000	-	-	-	-
Utility Rate Study Update (Impact fees/User Charges)	\$25,000	-	-	-	-
Woods Court Lift Station Rehab	\$40,000	-	-	-	-
West Bypass 144th Street Lift Station (Engineering & Right of Way)	\$500,000	-	-	-	-
<b>Grand Total (Net Cost)</b>	<b>\$1,505,000</b>				

Operational costs (like the VERF Transfer or GIS Management Software) will be discussed in the operating budgets going forward since they are not true capital improvement projects

Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
144th Street Lift Station ( <b>Construction</b> )	-	\$1,500,000	-	-	-
West Bypass 144th Street Lift Station ( <b>Construction</b> )	-	\$2,000,000	-	-	-
River Crossing (12" Waterline) ( <b>Engineering</b> )	-	\$100,000	-	-	-
Tower Interconnect at Amory/169	-	\$20,000	-	-	-
Water Plant Expansion ( <b>Engineering</b> )	-	\$1,000,000	\$1,000,000	-	-
River Crossing (12" Waterline) ( <b>Construction</b> )	-	-	\$500,000	-	-
Interconnect Mains at 144th/169 Highway	-	-	\$20,000	-	-
Maple Lane (12" Waterline) ( <b>Engineering</b> )	-	-	\$50,000	-	-
Highway 92 & Commercial Waterline ( <b>Engineering</b> )	-	-	\$50,000	-	-
Maple Lane (12" Waterline) ( <b>Construction</b> )	-	-	-	\$250,000	-
Highway 92 & Commercial Waterline ( <b>Construction</b> )	-	-	-	\$200,000	-
144th Street to Forest Oaks Gravity Line ( <b>Construction</b> )	-	-	-	\$3,000,000	-
Water Plant Expansion ( <b>Construction</b> )	-	-	-	\$5,000,000	\$5,000,000
Wastewater Treatment Plant Expansion (Phase I & II <b>Engineering</b> )	-	-	-	-	\$800,000
<b>Grand Total (Net Cost)</b>	<b>\$1,505,000</b>	<b>\$4,640,000</b>	<b>\$1,640,000</b>	<b>\$8,470,000</b>	<b>\$5,820,000</b>

## Proposed 5 Year CIP (FY2023) Supported By Operating Revenues

Capital Improvement Project	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
144th Street Lift Station ( <b>Construction</b> )	\$1,700,000	-	-	-	-
West Bypass - 144th Street Lift Station ( <b>Construction</b> )	\$2,200,000	-	-	-	-
Tower Interconnect at Amory/169 Highway ( <b>Construction</b> )	\$50,000	-	-	-	-
Wastewater Plant - Bar Screen ( <b>Engineering</b> )	\$250,000	-	-	-	-
Quincy Waterline - Hawthorne/Quincy to Pine ( <b>Engineering</b> )	\$150,000	-	-	-	-
Quincy Waterline - Hawthorne/Quincy to Pine ( <b>Construction</b> )	\$500,000	-	-	-	-
4th Street and 4th Terrace Waterline Replacement ( <b>Construction</b> )	\$500,000	-	-	-	-
Winner and Woods - Waterline Replacement ( <b>Engineering</b> )	\$150,000	-	-	-	-
Winner and Woods - Waterline Replacement ( <b>Construction</b> )	\$500,000	-	-	-	-
Water Plant Improvements ( <b>Engineering and Construction</b> )	\$1,000,000	-	-	-	-

COP (Certificate of Participation) financing amortized over a 20-year period utilized for the following projects:

- ☐ 144<sup>th</sup> Street Lift Station (**Construction**)
- ☐ West Bypass (of) 144<sup>th</sup> Street Lift Station (**Construction**)

Capital Improvement Project	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Wastewater Plant - Bar Screen ( <b>Construction</b> )	-	\$900,000	-	-	-
Interconnect Mains at 144th/169 Highway ( <b>Construction</b> )	-	\$55,000	-	-	-
Maple Lane - 12" Waterline ( <b>Engineering</b> )	-	\$125,000	-	-	-
Highway 92 & Commercial Waterline ( <b>Engineering</b> )	-	\$125,000	-	-	-
Owens Branch Gravity Line Phase #1, Line #1 ( <b>Construction</b> )	-	\$2,200,000	-	-	-
Wastewater Treatment Plant Expansion ( <b>Engineering</b> )	-	\$1,050,000	-	-	-
Maple Lane - 12" Waterline ( <b>Construction</b> )	-	-	\$500,000	-	-
Highway 92 & Commercial Waterline ( <b>Construction</b> )	-	-	\$300,000	-	-
Owens Branch Gravity Line Phase #1, Line #2 ( <b>Engineering</b> )	-	-	\$600,000	-	-
Additional Water and Wastewater Project Funding	-	-	\$2,000,000	-	-
Owens Branch Gravity Line Phase #1, Line #2 ( <b>Construction</b> )	-	-	-	\$2,500,000	-
Water Plant Expansion ( <b>Engineering</b> )	-	-	-	\$2,100,000	-
Additional Water and Wastewater Project Funding	-	-	-	\$2,000,000	-
Wastewater Treatment Plant Expansion ( <b>Construction</b> )	-	-	-	-	\$5,000,000
Additional Water and Wastewater Project Funding	-	-	-	-	\$2,000,000
<b>Grand Total (Net Cost)</b>	<b>\$7,000,000</b>	<b>\$4,455,000</b>	<b>\$3,400,000</b>	<b>\$6,600,000</b>	<b>\$7,000,000</b>

COP (Certificate of Participation) financing amortized over a 20-year period utilized for the following projects:

- ☐ Owens Branch Gravity Line, Phase #1, Line #1 (**Construction**)
- ☐ Wastewater Treatment Plant Expansion (**Engineering**)
- ☐ Owens Branch Gravity Line Phase #1, Line #2 (**Construction**)
- ☐ Wastewater Treatment Plant Expansion Portion (**Construction**)



## Pending CIP Supporting by Operating Revenues

Pending Capital Improvement Projects	Cost Estimate
F Highway Waterline ( <b>Engineering and Construction</b> )	\$300,000
Main Street Waterline (From River Crossing to Liberty ( <b>Engineering and Construction</b> ))	\$250,000
Helvey Park - 12" Waterline ( <b>Engineering and Construction</b> )	\$700,000
169 Waterline (Commercial to SW Tower) ( <b>Engineering and Construction</b> )	\$700,000
Owens Branch Gravity Line, Phase #1, Line #3 ( <b>Engineering</b> )	\$700,000
Owens Branch Gravity Line, Phase #1, Line #3 ( <b>Construction</b> )	<b>\$2,500,000</b>
Wastewater Plant Expansion - Phase #2 ( <b>Construction</b> )	<b>\$5,000,000</b>
Water Plant Expansion ( <b>Construction</b> )	<b>\$12,000,000</b>
144th Street to Forest Oaks Gravity Line ( <b>Construction</b> )	<b>\$3,000,000</b>
<b>Grand Total (Net Cost)</b>	<b>\$25,150,000</b>

- ❑ The pending list is not prioritized and is a listing of all projects outside the 5-year CIP.
- ❑ COP (Certificate of Participation) financing period would likely be utilized for the pending projects highlighted.

## 5 Year Cip Wastewater Impact Projects Supported by Wastewater Impact Cash

Capital Improvement Project	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Owens Branch Gravity Line, Line #1, Phase #1 ( <b>Engineering</b> )	\$700,000	-	-	-	-
<b>Grand Total (Net Cost)</b>	<b>\$700,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Wastewater impact cash has a restricted use. The cash can only be used to fund wastewater capital projects intended for building wastewater system capacity.

Therefore, the ongoing cash balance of wastewater impact cash is tracked separately from the operating revenues (water and wastewater sales) because of the restricted use.

## Transportation Sales Tax Fund Previously Adopted FY2022-FY2026 CIP

Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Annual Asphalt Overlay Program	-	\$300,000	\$300,000	\$300,000	\$300,000
Asphalt Overlay - Tillman Road (Highway 92 to 144th Street)	\$250,000	-	-	-	-
Asphalt Overlay - Hospital Drive	\$50,000	-	-	-	-
4th Street Terrace Road Repairs (After Utility Improvements)	\$100,000	-	-	-	-
Commercial Street Sidewalks ( <b>Engineering</b> )	-	\$70,000	-	-	-
Commercial Street Sidewalks ( <b>MARC Reimbursement</b> )	-	-	(500,000)	-	-
Commercial Street Sidewalks ( <b>Construction</b> )	-	-	\$686,000	-	-
<b>Grand Total (Net Cost)</b>	<b>\$400,000</b>	<b>\$370,000</b>	<b>\$486,000</b>	<b>\$300,000</b>	<b>\$300,000</b>

## Proposed FY2023-FY2026 5 Year CIP Transportation Sales Tax Fund

Capital Improvement Project	FY 2023	FY 2024	FY2025	FY 2026	FY 2027
Annual Asphalt Overlay Program (Projects TBD)	\$200,000	\$300,000	\$300,000	\$300,000	\$300,000
4th Street Road Reconstruction (Following Utility Improvements)	\$150,000	-	-	-	-
Commercial Street Sidewalks (Engineering)	\$150,000	-	-	-	-
Quincy Boulevard (Mill and Overlay)	\$100,000	-	-	-	-
Commercial Street Sidewalks (Construction)	-	\$750,000	-	-	-
Commercial Street Sidewalks (MARC Reimbursement Grant)	-	(500,000)	-	-	-

Staff has secured funding for:

- ☐ Commercial Street Sidewalks (Construction)

Streets Division will recommend roads for selection into the annual asphalt overlay program based upon the updated PCI each year

## Pending CIP Transportation Sales Tax Fund

Pending Capital Improvement Projects	Cost Estimate
Raised Ped Crosswalk & Flashing Beacon - Maple Elem School	\$70,000
2nd Street Asphalt Overlay (169 to Bridge)	\$25,000
Diamondcrest - Asphalt Overlay	\$175,000
Harborview Asphalt (Newport, Harborview, Fletcher, Mesa)	\$230,000
180th Street Asphalt Overlay (169 Hwy to Old Jefferson)	\$750,000
Harborview Asphalt Overlay (Remaining Roads)	\$725,000
Highland Avenue Asphalt Overlay (Halfway Up Hill)	\$30,000
North Main Street - Asphalt Overlay	\$200,000
134th Street Asphalt Overlay (Road Agreement with County)	\$155,000
176th Street Asphalt Overlay (Road Agreement with County)	\$80,000
South Bridge Street - Asphalt Overlay	\$145,000
Seal Coating/Micro-Surfacing Downtown City Parking Lots	TBD
<b>Grand Total (Net Cost)</b>	<b>\$2,585,000</b>

- ☐ The pending list is not prioritized and is a listing of all projects outside the 5 Year CIP

- ☐ Cost estimates have not been updated to reflect current market trends as these are 2018 figures

**Capital Improvement Sales Tax Fund  
Previously Adopted FY2022-FY2026 5 Year CIP**

Capital Improvement Project & Debt Service	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Annual Transfer to Debt Service	\$351,550	\$354,845	\$357,830	\$364,875	\$371,920
Downtown Streetscape North (Bridge Street) (Engineering)	\$97,000	-	-	-	-
Downtown Streetscape North (Bridge Street) (Construction)	-	\$610,000	-	-	-
MARC Reimbursement (Downtown Streetscape)	-	(488,000)	-	-	-
Downtown Gateway Sign (Engineering)	-	\$70,000	-	-	-
Downtown Gateway Sign (Construction)	-	\$200,000	-	-	-
<b>Grand Total (Net Cost)</b>	<b>\$448,550</b>	<b>\$746,845</b>	<b>\$357,830</b>	<b>\$364,875</b>	<b>\$371,920</b>

**Capital Improvement Sales Tax Fund  
Proposed FY2023-FY2027 5 Year CIP**

Capital Improvement Project & Debt Service	FY 2023	FY 2024	FY2025	FY 2026	FY 2027
Annual Transfer to Pay GO Debt	\$354,845	\$357,830	\$364,875	\$371,920	\$378,420
Downtown Streetscape North (Bridge Street) (Construction)	\$800,000	-	-	-	-
Downtown Streetscape North (Bridge Street) (MARC Reimbursement Grant)	(488,000)	-	-	-	-
Quincy Blvd & Owens Street (Street Reconstruction)	\$150,000	-	-	-	-
Sidewalk - 2nd Creek Bridge to Hwy 169 (Engineering)	-	\$150,000	-	-	-
Sidewalk - 2nd Creek Bridge to Hwy 169 (Construction)	-	-	\$500,000	-	-
Sidewalk - 2nd Creek Bridge to Hwy 169 (MARC Reimbursement Grant)	-	-	(300,000)	-	-
1st & Bridge Street - Round-A-Bout (Engineering)	-	-	\$250,000	-	-
1st & Bridge Street - Round-A-Bout (Construction)	-	-	-	\$900,000	-
1st & Bridge Street - Round-A-Bout (MARC Reimbursement Grant)	-	-	-	(600,000)	-
<b>Grand Total (Net Cost)</b>	<b>\$816,845</b>	<b>\$507,830</b>	<b>\$814,875</b>	<b>\$671,920</b>	<b>\$378,420</b>

Staff has secured grant funding for:

- ☐ Downtown Streetscape North (Bridge Street) (Construction)

Staff has applied for MARC grant reimbursement for the following projects:

- ☐ Sidewalk – 2<sup>nd</sup> Creek Bridge to Highway 169
- ☐ 1<sup>st</sup> & Bridge Street – Round-A-Bout

**Fall 2022** - Grants Awarded by MARC

## Pending CIP Capital Improvement Sales Tax Fund

Pending Capital Improvement Projects	Cost Estimate
Downtown Gateway Sign (Engineering)	\$70,000
Downtown Gateway Sign (Construction)	\$200,000
Pope Lane Connection to 169 HWY (Engineering)	\$500,000
Pope Lane Connection to 169 HWY (Construction)	\$2,500,000
Pope Lane Connection to 169 HWY (MARC Reimbursement Grant)	(2,000,000)
180th & Eagle Parkway Round-A-Bout (Engineering)	\$250,000
180th & Eagle Parkway Round-A-Bout (Construction)	\$1,000,000
180th & Eagle Parkway Round-A-Bout (MARC Reimbursement Grant)	(700,000)
Pope Lane (172nd) and Round-A-Bout (Engineering)	\$500,000
Pope Lane (172nd) and Round-A-Bout (Construction)	\$2,500,000
Pope Lane (172nd) and Round-A-Bout (MARC Reimbursement Grant)	(2,000,000)
180th & Old Jefferson Round-A-Bout (Engineering)	\$250,000
180th & Old Jefferson Round-A-Bout (Construction)	\$1,000,000
180th & Old Jefferson Round-A-Bout (MARC Reimbursement Grant)	(700,000)
<b>Grand Total (Net Cost)</b>	<b>\$3,370,000</b>

❑ This list is not prioritized and is a listing of all projects outside of the 5 Year CIP

❑ Staff has submitted MARC reimbursement grant applications for the following projects:

- Pope Lane Connection to 169 Highway

❑ Pope Lane and 172<sup>nd</sup> Street Roundabout

Fall 2022 Grants Awarded by MARC

## Adopted FY2022 – FY2026 5 Year CIP Parks and Stormwater Sales Tax Fund

Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Diamond Crest Neighborhood Park	\$275,000	-	-	-	-
Stormwater Master Plan	\$150,000	-	-	-	-
Quincy/Owens Curb and Stormwater (Engineering)	\$60,000	-	-	-	-
Emerald Ridge Neighborhood Park & Signage	-	\$150,000	-	-	-
Quincy/Owens Curb and Stormwater (Construction)	-	\$100,000	-	-	-
Heritage Park - 2 Shelter Houses & Signage	-	-	\$150,000	-	-
Annual Stormwater Program (Projects TBD)	-	-	\$100,000	\$100,000	\$100,000
Smith's Fork Park - Sport Courts	-	-	-	\$300,000	\$300,000
<b>Grand Total (Net Cost)</b>	<b>\$485,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$400,000</b>	<b>\$400,000</b>

## Proposed FY2023 – FY2027 5 Year CIP Parks and Stormwater Sales Tax Fund

Capital Improvement Project	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Quincy Boulevard and Owens Street Curbs and Stormwater ( <b>Construction</b> )	\$250,000	-	-	-	-
Emerald Ridge Neighborhood Park & Signage	\$150,000	-	-	-	-
Diamond Crest Multi-use Trail ( <b>Construction</b> )*	\$281,000	-	-	-	-
Diamond Crest Multi-use Trail ( <b>Grant Reimbursement</b> )	(100,000)	-	-	-	-
Annual Stormwater Program ( <b>TBD</b> )	-	\$100,000	\$100,000	\$100,000	\$100,000
Heritage Park - 2 Shelters	-	\$150,000	-	-	-
Smith's Fork (Sport Courts, Skate Park, Basketball Court) ( <b>Construction</b> )	-	-	\$300,000	\$300,000	-
Smith's Fork (Sport Courts, Skate Park, Basketball Court) ( <b>Grant Reimbursement</b> )	-	-	(300,000)	-	-
Smith's Fork Park Complex ( <b>Design</b> )	-	-	-	-	\$640,000
<b>Grand Total (Net Cost)</b>	<b>\$581,000</b>	<b>\$250,000</b>	<b>\$100,000</b>	<b>\$400,000</b>	<b>\$740,000</b>

Features of Parks and Stormwater Sales Tax Fund 5 Year CIP:

- ❑ \$100,000 allocated annually for Stormwater Projects.
- ❑ Potential Diamond Crest multi-use Trail in FY2023 – completing the project is contingent on receiving grant of \$100,000.
- ❑ Financial strategy of saving cash to fund construction of Smith's Fork Park Complex in FY2028 and FY2029

## Pending CIP Parks and Stormwater Sales Tax Fund

Pending Capital Improvement Projects	Cost Estimate
Smith's Fork Park ( <b>4 Plex Baseball, Site Development</b> )	\$3,250,000
Hawthorne Court Park ( <b>Public Art and Landscaping</b> )	\$110,000
Heritage Park ( <b>Major Improvements/Site Development</b> )	\$4,560,000
Helvey Park Loop Trail	\$220,000
Wildflower Neighborhood Park	\$330,000
Smith's Fork Park ( <b>Destination Development</b> )	\$5,240,000
Maple Lane - Curbs and Stormwater ( <b>Engineering</b> )	\$15,000
Maple Lane - Curbs and Stormwater ( <b>Construction</b> )	\$175,000
North Bridge Street - Curbs and Stormwater ( <b>Engineering</b> )	\$40,000
North Bridge Street - Curbs and Stormwater ( <b>Construction</b> )	\$200,000
Dundee Road - Curbs and Stormwater ( <b>Engineering</b> )	\$18,200
Dundee Road - Curbs and Stormwater ( <b>Construction</b> )	\$91,000
South Bridge Street - Curbs and Stormwater ( <b>Engineering</b> )	\$24,000
South Bridge Street - Curbs and Stormwater ( <b>Construction</b> )	\$120,000
South Mill Street - Curbs and Stormwater ( <b>Engineering</b> )	\$5,000
South Mill Street - Curbs and Stormwater ( <b>Construction</b> )	\$25,000
<b>Grand Total (Net Cost)</b>	<b>\$14,423,200</b>

Major pending projects from the Parks and Recreation Master Plan:

- ❑ Smith's Fork Park (4 Plex Baseball, Site Development) - \$3,250,000
- ❑ Heritage Park (Major Improvements, Site Development) - \$4,560,000
- ❑ Smith's Fork Park (Destination Development) - \$5,240,000

Stormwater Projects

- ❑ Pending the stormwater master plan, these projects are subject to change

## Adopted FY2022 – FY2026 5 Year CIP General Fund

Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Campground Electrical Upgrades (Phase II and III)	\$75,000	-	-	-	-
GIS/Asset Management (Cost Split 50/50 With CWWs)	\$50,000	-	-	-	-
Vehicle & Equipment Replacement Fund Transfer	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
<b>Grand Total (Net Cost)</b>	<b>\$145,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>

## Proposed FY2023 – FY 2027 5 Year CIP General Fund

Capital Improvement Projects	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
None	-	-	-	-	-
<b>Grand Total (Net Cost)</b>	-	-	-	-	-

Items previously featured in the 5 Year CIP will now be reflected in department operating budgets discussions and slides. In this proposal, the General Fund 5 Year CIP does not feature any capital improvement projects.

## Pending CIP (Unfunded Projects With No Funding Source) General Fund

Pending Capital Improvement Projects	Cost Estimate
New Police Building ( <b>Engineering</b> )	\$1,000,000
New Police Building ( <b>Construction</b> )	\$16,000,000
Street Division & Parks Facility Building ( <b>Engineering</b> )	\$500,000
Street Division & Parks Facility Building ( <b>Construction</b> )	\$8,000,000
<b>Grand Total (Net Cost)</b>	<b>\$25,500,000</b>

Pursuing these projects will require evaluating the following:

- ☐ City Debt Capacity: How much debt can the City afford to issue?
- ☐ Funding Sources: What revenue streams will fund these projects?

## 5 Year CIP – Conclusion

- Projects have been positioned in the 5 Year CIP based upon fund cashflow, prioritization, and grant opportunity.
- The initial Utility Rate Study water and wastewater capital plan and rate plan will be available to review at the Board Retreat on May 25. Initial utility rate projections will be available then.
- Staff is looking to receive feedback on the prioritization and positioning of projects in the 5 Year CIP from the Board of Aldermen.

## 5. Adjourn

Alderman Ulledahl moved to adjourn. Alderman Hartman seconded the motion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 7:15 p.m.

\_\_\_\_\_  
Linda Drummond, City Clerk

\_\_\_\_\_  
Damien Boley, Mayor