

SMITHVILLE BOARD OF ALDERMEN

WORK SESSION

March 7, 2023, 6:30 p.m.

City Hall Council Chambers and Via Videoconference

1. **Call to Order**

Mayor Boley, present, called the meeting to order at 5:30 p.m. A quorum of the Board was present: Leeah Shipley, John Chevalier, Ronald Russell, Marv Atkins, Dan Ulledahl and Dan Hartman.

Staff present: Cynthia Wagner, Gina Pate, Chief Jason Lockridge, Chuck Soules, Matt Denton, Stephen Larson, Jack Hendrix and Linda Drummond.

2. **Police Drone Presentation**

Sergeant Dan Gearhart gave a presentation on the Police Department's DJI Mavic 3T Drone. Currently Sergeant Gearhart is the only FAA certified pilot in the Police Department.

[Presentation](#)

3. **Engineering Update from HDR, Engineers Smith's Fork Force Main**

Chuck Soules, Public Works Director, noted that Aaron Bresette and Mitch Wiebelhaus from HDR are here this evening, along with Bob Lemley, Utilities Superintendent and Dave Schuerger, Utilities Operations Manager. Chuck explained that the Smith's Fork Raw Water Pump Station is complete and has been running for three or four months but the problem is the discharge end of the force main. The force main is not discharging to what we think it should be. Chuck said that staff believes we are going to have to replace the force main from the pump station all the way over to Fourth Street. Aaron Bresette, PE from HDR will go over that project and what the projected cost might be. Chuck noted that Aaron had provided a memo that was in the packet. Chuck explained that Bob Lemley is here to help address some of the operational issues if we were to try and figure out where this blockage may be.

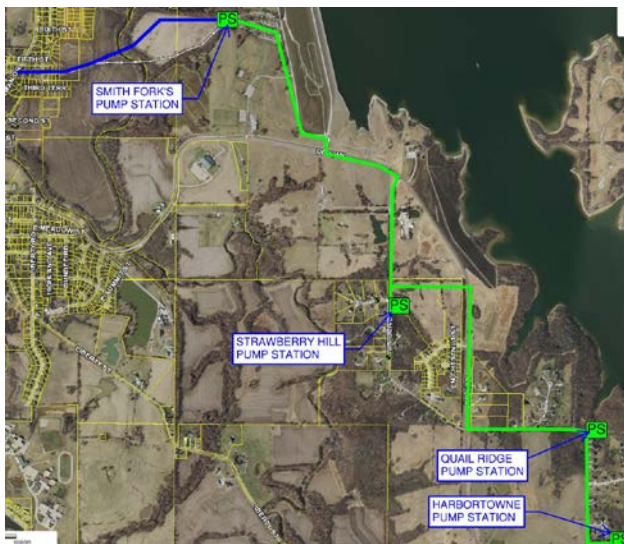
Aaron explained that the Smith's Fork pump station is located down by the campground. Back in 2020 while we were doing the work on the raw water pump station that it made a lot of sense to get Smith's Fork pump station replaced at that time. To complete both projects ahead of the Parks Department since they were just finalizing their master plan and there would be big plans for that area. The main goal that project at the time was to get that pump station out of the flood zone since it had flooded several times in the last 10 years. In addition to the pump station itself is over 50 years old so it was at the end of its useful life. For the project they upsized the pumps, the piping and the electrical service within the pump station to accept the additional flow in the future. Aaron explained that there is kind of a balance there because you have to have the right size pumps handle flow today and if you add 50% or 100% more flow it changes the hydraulics of that pump station. The pumps went from five horsepower to 15 horsepower to over double the flow that is going through that pump station. Aaron explained that when the pump station was turned on it operated everything and it functions properly but it was just not pushing the flow that

those pumps are capable of pushing. This means that there is a constriction of the pipe itself. The pipe is only a 3-in pipe and it is very difficult to the inspections on that size of pipe. Aaron said that they would literally have to go out and dig it up every 400 or 500 feet and access the pipe. In order to do that, the pump station would have to be shut down and they would have to figure out what to do with that flow because it does accept flow from three subdivisions, the Grace Community Church, the Smith's Fork Campground and some other buildings in that area. Aaron explained that HDR is recommending to go ahead and install a parallel force main and do the upsizing that is recommended in Wastewater Master Plan that will accommodate future growth on the south side of the lake.

Aaron explained that the memo summarizes that we can go to a new 6-inch force main to accommodate an additional 300 houses on the south side of the lake. If it was kept a 3-inch pipe it would accommodate what is there today and approximately only 28 additional houses.

Aaron explained that the recommendation would be to put in a parallel 6-inch line and that has a total construction engineering all in cost of \$510,200 for the for the new force main. Aaron noted that he figured the cost divided per household and that would be about \$1,100 per household. He said he was not saying to charged that back to existing homeowners only suggesting is could be something to consider as new development comes online with a development agreement having them contribute to the cost. Aaron explained that was recommended in the Master Plan is as new development comes online they would replace that.

Aaron noted that with that pipe being clogged, they feel the best line of action is to put a new one in. He explained that there is a lot of risk if we try if we try to rehab the existing pipe. As it is today for the existing homes there is no backup way to drain those homes to the wastewater plant. He noted that the pump station does have an emergency bypass that could be tied into and use a tanker truck and haul it to a nearby manhole or to the wastewater treatment plant to dispose of the waste. The rehab option would probably have to be done multiple times. Aaron explained that it would basically be like an archaeological dig to hunt for the location of the constriction, and it is approximately 4,000 feet long.



Alderman Hartman asked if a tracer is placed in the new lines when they are installed and if the old lines had them.

Aaron said that old lines did not have them. The new line will have a tracer line in it and will have witness posts at all the bends. It will also have GPS locates on it so it could be incorporated in the City's GIS system.

Alderman Hartman asked if this was a problem with most of our older existing systems where we do not know where

they are or has staff been able to identify them through the GIS mapping system.

Chuck said that there is still a lot we do not know and rely on Bob and Dave's memory and they do not know where all of the lines are located because some were installed before they started working here. Chuck explained that there is still a lot of work to do on our GIS mapping, but we have to get that information down for the future. Chuck noted that the Corp had the plans for this line but there is no date on the plans. Dave and his crew have dug it up a few times to repair breaks but we do not know the exact location of line all the way over to where it ties in. We do know what ties in on both ends and we know a couple spots in between. Chuck added to Aaron's point, if we had to go in and try and find this break, the biggest problems going to be if something happens and then we are going to be 24/7 running a pumper truck from the lift station over to the wastewater plant and it would be an emergency situation. Chuck explained that staff believes the best course of action would be to leave this in service while we put the new line in and get it tied then we will have plenty of capacity for the future and everything will be done and it will be all located.

Mayor Boley noted that in the Wastewater Master Plan it has us doing gravity and doing away with Strawberry Hill and these other pump stations in the future. He asked if we will being bypass this line when we do that.

Aaron explained it would not eliminate that pump station as all of those pump stations in that area have to stay because they all that drains the lake so we have to pump it the opposite direction.

Alderman Russell asked with the current 3-inch main we could accommodate another 20 or so homes.

Aaron explained that is what the new pump station could accommodate if the 3-inch line was clean.

Alderman Russell asked if that is the case when we were going through this project did we not know we were going to need more than 28 homes to put an additional 3-inch main in.

Aaron said that they did know that yes and it was going to be a future project. They know it was not needed immediately and at the time they thought when future development and homes come then it would be more developer driven and the cost could be shared with the developer.

Mayor Boley said that this is all part of Wilkerson Branch and those improvements which were going to be in future years. We saw phase one of Wilkerson and this was slated to be phase three.

Alderman Ulledahl asked if we decide to go with the 6-inch line are we guaranteed that is going to be sufficient for the next 20 years so we do not have to do it again.

Aaron noted that once the 6-inch line is in we could try to rehab the 3-inch line and that would provide additional capacity.

Mayor Boley said that once the 6-inch line was in we could go in and slipline the 3-inch since it would not be in service.

Alderman Hartman asked if this would be done in this fiscal year.

Stephen explained that he and Chuck had discussed the expenses, the engineering and a portion of construction in the fiscal year and the rest of the construction cost in FY2024. He noted that the Board would see the additional monies for the construction in the departmental budget presentation in May.

Mayor Boley asked if part of this season overlapped the water line we are running through Heritage Park.

Chuck explained that maybe those two projects be put out to bid together since both project will be boring under the river. We would have the opportunity to have one contractor come in and do both bores and maybe get better pricing. He noted that it would probably be later summer early fall for both projects to be bid.

Alderman Hartman asked if this would be a project that we would have to obtain easements or are they already existing.

Chuck explained that we would stay within the existing easements that we have. Staff has already discussed this with the Corps and they have contacted who they needed to contact. At this time the Corps is telling us that as long as we stay within the existing easement across the burial grounds that we just have to have an archaeologist onsite while the work is being done. The Corps has also already contacted the Native American Tribe that oversees the area.

Alderman Ulledahl asked if the new line would be running parallel with the other line and would be inspecting the other line at that time.

Chuck explained that since we do not have an exact position of the 3-inch line we may cross it or bump into it and have to adjust we just do not want to run into it and break it since it will still be in service.

Chuck noted that at the regular session tonight there is an agreement with HDR Engineering to start the design of this project for Board approval.

Smith's Fork Raw Water Pump Station

Chuck explained that we do have a scheduled completion date of mid-April for the project. At this time, we have to get the valve vault in and do the tie in to the existing raw water line. That is planned to start next week. He said that the biggest issue with that is the bypass pumping, and as soon as we cut into the existing raw water line it goes to our existing pump station and we have to start bypass pumping. There will be some pumps will pump out of the below the spillway back into the old existing pump station and moving that water. Chuck explained that it is going to be an overflow type deal and we will be turning pumps on and off depending on what kind of usage we need. This will take the next several weeks to complete then we can do the tie in and then everything will be up and running.

Chuck noted that project has had extensive delays with supplies and equipment. The 12-24 reducer took a long time to get and the generators are still on backorder. All the parts we have been waiting for are here now and that is why we are going to get started finishing the project.

Chuck explained that HDR had planned on spending 12 months on this project and now we are pushing 21 months. HDR has also done a lot of additional work with the Corps, there were a lot of easement issues and they had to be rewritten and they had to work with Platte-Clay Electric on several issues. HDR has made a request for an additional \$24,140 for the additional work they had to put into the project over and above what they had originally anticipated in the contract. Staff has discussed this with HDR, and we believe they have done an excellent job on this project and it was through no fault of theirs that the project has taken the extra time. Chuck noted that back in December, staff reported that we were going to shut the project down because of cold weather due to the concern with the valve vault construction, pouring concrete, painting, piping and fittings and running water over land during cold winter months. Chuck said that this is one of those projects we cannot fail at because it is the whole City's water system. We only have a day or two reserve at Helvey Lake that we could use so this is an important project that has to be done correctly. Now that the weather is getting warmer and the contractors ready to start. Chuck explained that staff wanted to bring this additional cost to the Board for discussion.

Aaron noted that this project started January 7, 2020. What they did not know at that time was the supply chain issues. He said he prides himself on not coming back and asking for contract amendments unless there are a lot of changes to the scope of work. Aaron explained that most of the cost is for the revised easements they had to do for the Corps of Engineers. They had the drawings for where the raw water line was and they had the pump station designed. He explained that Bob and Dave went out and potholed trying to find the line that went between the plant and the raw water pump station, when it was located they had to move the pump station and rewrite the easement for the Corps of Engineers. They also had to do the same for Platte-Clay Electric Company when we got power from them. Aaron explained that throughout the project there was the issues with the supply chain and they were researching trying to talk to other vendors other suppliers for a generator and why it was taking so long. Those are just some of the things that they had to do that were not conceived of when the project was scoped out. Aaron told the Board that he respectfully requested that they consider this.

Aaron said that HDR has had a long-standing relationship with the City and they are very happy to work with the City and HDR is very proud of the work they have accomplished with the City.

Alderman Hartman wanted to verify it was an additional 154 hours worked on the project.

Aaron said that it was.

Alderman Russell said that he is having a hard time trying to get around this. He said that from what he read there were a lot of progress meetings and a lot of monthly meetings during the down time. Alderman Russell explained that he was having a hard

time just extending the contract. They knew winter was coming. They knew what the scope of the project was, the additional meetings and the additional the electric work would have been compensated for when the project was bid if they knew we were going to be shut down for winter.

Aaron explained that they were shut down for three months but the project was extended nine months and that is when the additional meetings were. Aaron said that they coordinated with Platte-Clay Electric several times before the project was under construction. They underwent a change of staffing there and the new person came out and he had some different requirements then the first person did and that was part the rework that they had to do.

Alderman Russell asked if any of the rework because of the new person from Platte-Clay Electric charge was passed on to Platte-Clay Electric.

Aaron explained that the electric companies pass that all on to the user.

Chuck explained that neither the Corps or Platte-Clay Electric wanted to do anything they wanted everything done for them and HDR stepped in to get it done.

Alderman Russell asked if there was a penalty in the contract for failing to meet the deadline or stay within the budget.

Chuck said not in HDR's contract. He explained that HDR's contract is not based on time it is based on the engineering and administrative services that they provide. He said that Alderman Russell was thinking more of a construction contract.

Chuck explained that we are not charging Irvinbilt liquidated damages because 90% of these delays were because they could not get parts, they could not get materials and those shipping prices and supply chain issues. Chuck noted that we are really trying to work with the contractor. He said that it works both ways, the contractor has done some things and to facilitate and to hold cost down and they have split some of the costs with us. We did have a big change order on the dewatering but they cut some of those costs so we have partnered on this project.

Chuck said that HDR provides a great service and they have done a great job for the City. They have stayed on top of this project for us, and we need experts in the field when it comes to the wastewater plant and water plant and an HDR provides that service. Staff does a lot of the work, but HDR is here to help guide staff and explain the technical components of the projects. They know every detail on the equipment such as the generator you know making sure that the voltage, the head pressures and everything works right and all this stuff way over staff's head. Chuck noted that staff appreciates that service and expertise. He said that he is supportive of the additional amount and explained that HDR worked with staff to lower the dollar amount of this request.

Chuck noted that this request is on the agenda for the regular session meeting for the Boards approval.

Chuck noted that Dave Schuerger was going to explain to the Board an issue on Second Creek Road.

Dave noted that at the intersection of Second Creek Road and Lowman Road we have a water leak on the edge of the road that is more than our staff and equipment can repair. Dave explained that he had obtained a couple of bids. We will have to do traffic control shut down the road, and then the road will have to be repaired after the leak is repaired. The bids are from a couple companies that they use, one is Decker Construction, and they gave him a worst-case scenario. If they have to continue a new pipe all the way across Loman Road to Second Creek the cost will be \$14,660. That bid is with the flowable fill, concrete, asphalt and the traffic control. Decker seemed to think will just be on one side the road.

Dave also got a bid from Menke Excavating and his worst-case scenario is the same thing crossing the road if the pipe is bad \$11,599. That bid is with the flowable fill, concrete, asphalt and the traffic control. If they just have to work on that side of the road the bid is \$6,680 plus \$850 for the traffic control. Dave explained that the big thing for the City is traffic control we do not have the staff or the equipment to shut down the road and keep traffic flowing. Dave noted that staff is leaning toward Menke Excavating they have done good work for the City in the past and we have had no problems with them.

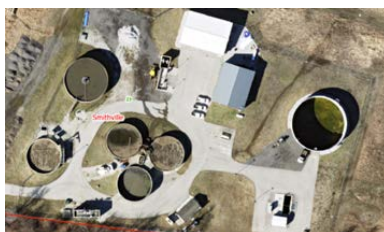
Cynthia noted that given that this is something that needs to be addressed sooner rather. She said that Chuck brought this information to her yesterday. Cynthia explained that rather than send this information out to the Board to let them know that she had approved this is an emergency utility operation request, she thought it would be best to put on an agenda for the future. Staff still recommends it as an emergency authorization to have Menke Excavating come out and do the work and then once we have the final amount come to the Board for approval. She explained that staff wanted to make the Board aware of this issue. It is like Dave said it is kind of unknown exactly where the leak is so the costs are going span the amount of work and where they have to go to repair it.

Alderman Hartman asked if we know how much water we are actually losing a day. Is there an estimate of the leak.

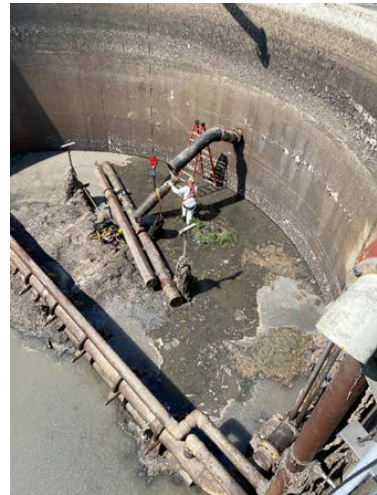
Dave explained that the leak is very minimal right now it is just a wet spot in the corner of the road.

Chuck noted as Cynthia mentioned staff just wanted to get this information to the Board and not wait until the next board meeting on April 3.

Chuck noted that Bob Lemley is going to explain the issues wastewater treatment plant and the expenses that may be coming.



Bob explained that this is a picture of a basin that they took offline earlier in the year because the arm that broke and cost \$40,000 plus to get remanufactured and replaced.



Bob explained that currently they have had to take two basins down and we are having an issue with getting our ammonia down. The ammonia level is a permit that we have to meet with the state and the EPA. Bob noted that during this time of the year you do not have to meet any ammonia standard. Beginning in June, we are going to have to meet the ammonia standard. If we did have to meet it today we would be in violation. All three of the wastewater plant basins are having problems. Bob explained that this is the first time this has happened in the 25 years he has been working for the City.

The normal ammonia coming into this plant ranges anywhere from 30 parts per million to 40 or 50. Our plant when it is functioning properly, will drop that down to one. Bob explained that staff had our engineer, Patrick Young, who Bob has worked with for 20 years and has taught him everything he know about this, come out and walk the plant. Staff explained to him what they are up against and that they not getting the mixing needed. In the picture there are jet diffusers



coming off the 16-inch influent distribution pipe. Those jet diffusers are clogged. There is also an issue with our bar screen which is not able to catch all the wipes, rags and debris out. Bob explained that since COVID people have started using flushable wipes (*these wipes can be flushed they **DO NOT** breakdown and disperse in the sewer system which causes a risk of clogging the plumbing or causing damage to sewer infrastructure*). Bob said that they have shown pictures of the string of wipes coming out of these pumps. These pumps are supposed to pass three to four inch solids but when the wipes form a clump as big as a 6-foot man it is not going to pass it.

Bob explained that in speaking with Patrick those wipe clumps are getting broken up but not enough and they are getting stuck inside those jet diffusers. Bob emailed one of the engineers today and ask him is there anybody else in the state of Missouri or Kansas that has SBR plants like ours. He found out that there are only six plants in the entire state that have this type of plan and two are in Warrensburg so there are only five cities that actually have it. Bob explained that he called Warrensburg and ask them have ever had this same issue they said yes they had. Bob asked how they fixed it because it is a sealed tube. They said they take a rod or an electrical fishing tape and they ram it up in the jet diffuser to clear that jetter out. Bob said that they only have six of jet diffusers and we have about 20. They push the debris back into the big pump. Bob asked them what they do with the debris but he did not know what

happens to it. Bob explained that they would not be pushing the debris back in the influent distribution pipe, he wants to get it out completely when they take it down.

Alderman Ulledahl asked how big the jet diffuser holes are.

Bob said that the jet diffusers only have two-inch holes.

Bob explained that when Patrick was here, he asked staff to turn everything off on the basin and turn the motor pump on. The motive pump pushes the raw sewage through the 6-inch pipe on the bottom and an the 8-in pipe above it injects air and we have blowers that inject air. That process mixes everything up and right now we only have about a 4-foot span mixing and normal operation would be stirring that up all the way out to the edge of the basin walls.

Bob noted that we still have the bugs to eat everything and help to keep the ammonia levels down. With only treating maybe 4-foot of the basin the bugs are not happy and they are not eating the ammonia and taking the level down like they should.

Bob explained that staff will have to shut the basin down, get in and try to rod the jet diffusers out and figure out a way to clean the debris out of the 16-inch influent distribution pipe. He said worse-case scenario they will cut the fiberglass distribution pipe, purchase a fiberglass repair kit from the pipe manufacture company and patch the fiberglass. Once it is shut down staff will definitely clean it out completely.

Bob noted that while the basin in down, staff will pull and do preventative maintenance on the 75-horsepower motor pumps. If they need an impeller, or a wear plate, or a seal, or the oil changed it will be done then. Bob explained that staff would like to take each basin down and make sure that everything in it is 100% before the put it back in service. He said that there will be a cost to doing all of this.

Mayor Boley said it seems like it is something that needs to be done.

Cynthia noted that staff wanted to provide this information now because it is something that will be brought forward in the future and will have an impact on budget. She explained that there are maintenance funds included in the budget and this will impact that. Cynthia noted that this is an older plant and we will have to continue to spend the money to make sure that we are maintaining it. She reiterated flushable wipes are not flushable, DO NOT FLUSH them.

Bob said that the wipes are flushable they are NOT biodegradable.

Bob explained that it cost \$34,000 to remanufacture the arm in SBR-1 because it was sitting in the sewer water and it rusted and broke and it was not letting the decanter float up and down. SBR-2 is the same age as SBR-1 and when staff takes it down they will inspect the arm and hopefully it will be in good shape if not staff might be able to repair any damage it might have and not cost quite as much to repair.



Alderman Russell asked if staff would do the same maintenance on SBR-2 as SBR-1.

Bob said that they will do the same cleaning and maintenance on all three SBR's.

Alderman Russell asked about how staff will handle the cleaning in the future, would they just clean the jets.

Bob explained that this is a learning process and something that they have never had to deal with before but it will be part of the preventative maintenance program. Bob noted that Warrensburg takes theirs down every other year. They will possibly take ours down every other year or every 18-months and each one of the jets will be inspected.

Chuck noted that staff wanted to bring this information to the Board. They will be starting on SBR-1 and as Bob mentioned they will be draining the SBR, doing motor pump repairs and rehabilitation and any other work they have to do. Chuck said that the cost could be any where from \$30,000 to \$50,000 per basin. Staff may need to bring in Ace Clean Harbors to help if any of the arms are broken. Mid-America will have to help pull the pumps. City staff will do all the work that they can minimize the cost. He explained that they will not have a general contractor come in to manage it staff will try to manage it themselves.

Mayor Boley asked if we will be adding another basin in the future as part of the Wastewater Master Plan.

Chuck said that we would be.

Mayor Boley not that we have put in for a grant for a new bar screen for the wastewater plant.

4. Discussion of 3-Month FY2023 Budget Review

Stephen Larson, Finance Director, presented the FY2023 3-month budget review.

FY2023 Budget Comments

FY 2023 budget figures include budget amendments approved by the Board:

- **Budget Amendment #1: \$51,500 added to the CWWS Fund for the outright purchase of a new Utilities Department Skid Steer.**
- **23% of wage related expenses have been paid through 6 of 26 fiscal year payrolls.**

General Fund Review

General Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Received
Revenues	\$5,466,340	\$5,696,112	\$2,100,856	38.4%

- 1st Quarter FY2023 General Fund revenue projections are bolstered by the performance of property tax, sales tax, and interest earnings from available cash on hand.

General Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Expended
Expenditures	\$6,310,310	\$6,302,701	\$1,310,882	20.8%

GF Funded Capital Project	Phase	Resolution	Contractor/Engineer	Status
Litton Visitor Center Renovation	Construction	Upcoming	To Be Decided	Awaiting Bids
Quincy Boulevard – Sidewalk Replacement	Construction	Upcoming	To Be Decided	Awaiting Bids
2023 Annual Asphalt Overlay Program	Construction	Upcoming	To Be Decided	Awaiting Bids
2023 Sidewalk Replacement Program	Construction	Upcoming	To Be Decided	Awaiting Bids

Property Tax Revenue

General Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Received
Property Tax Revenues	\$1,043,745	\$1,075,250	\$997,643	95.6%

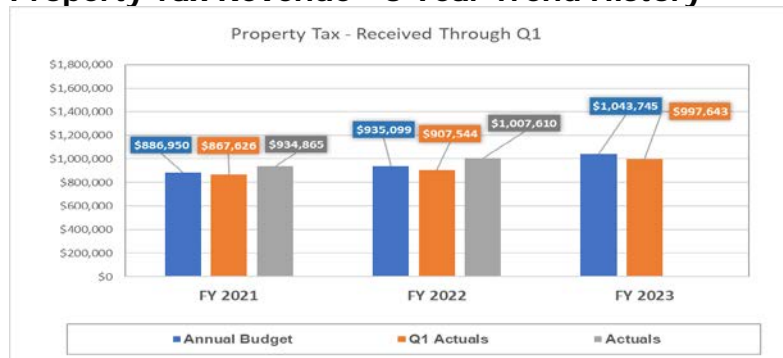
The City received a large Property Tax disbursement from Clay County in January 2023.

The City, on average in the past 3 years, receives 91% of annual property tax revenue by the 1st quarter of the fiscal year.

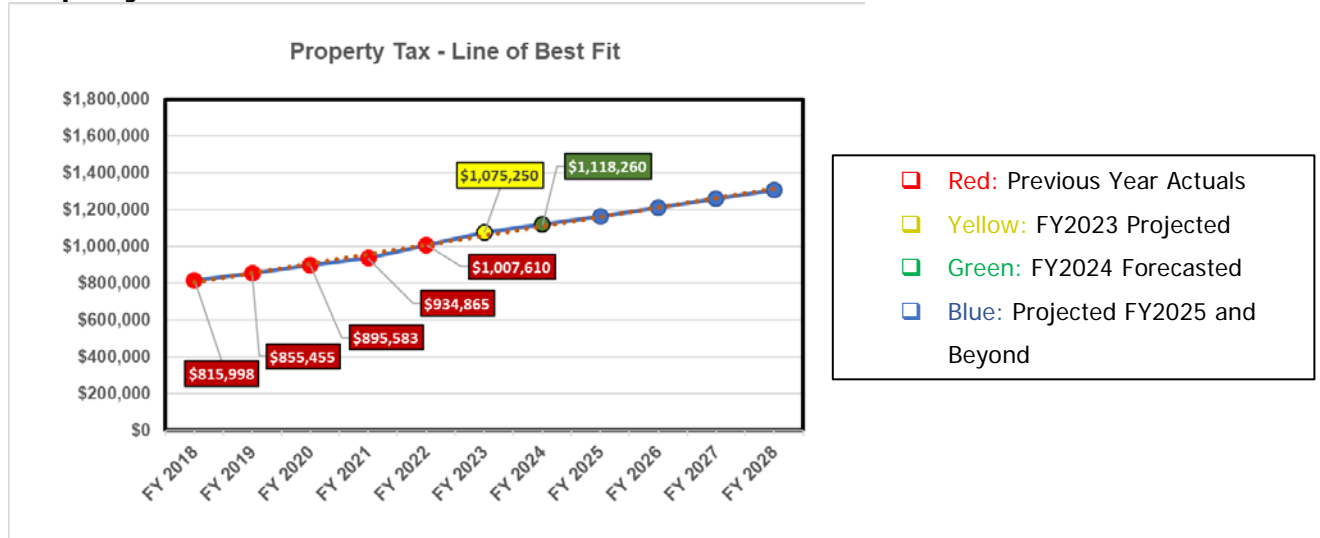
For the last 5 years, the City has seen an average annual increase in property tax revenues of about 5.7%.

*Property Tax revenue comprises **20%** of General Fund revenues and plays a significant role in funding core City services and amenities.*

Property Tax Revenue - 3 Year Trend History



Property Tax Revenue – Five Year Lookback



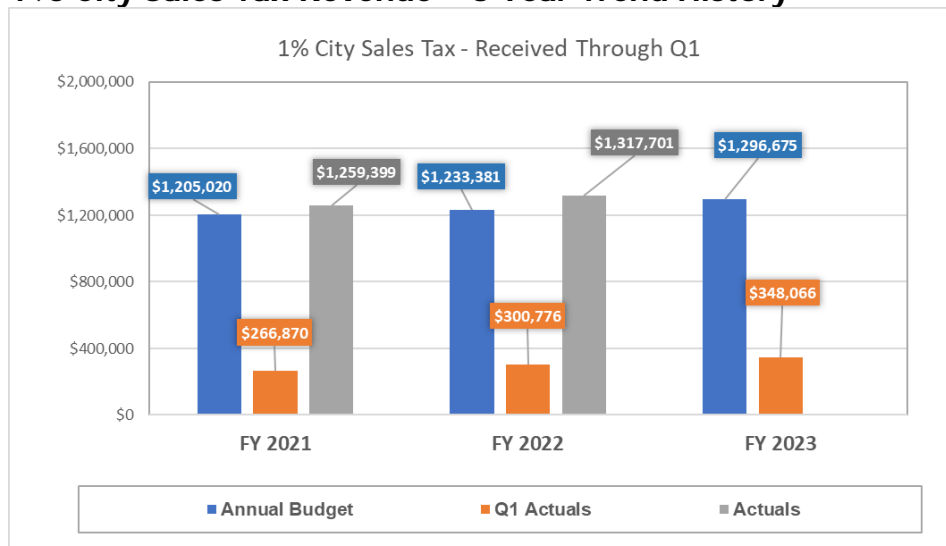
1% City Sales Tax Revenue

General Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Received
Sales Tax Revenues	\$1,296,675	\$1,320,350	\$348,065	26.8%

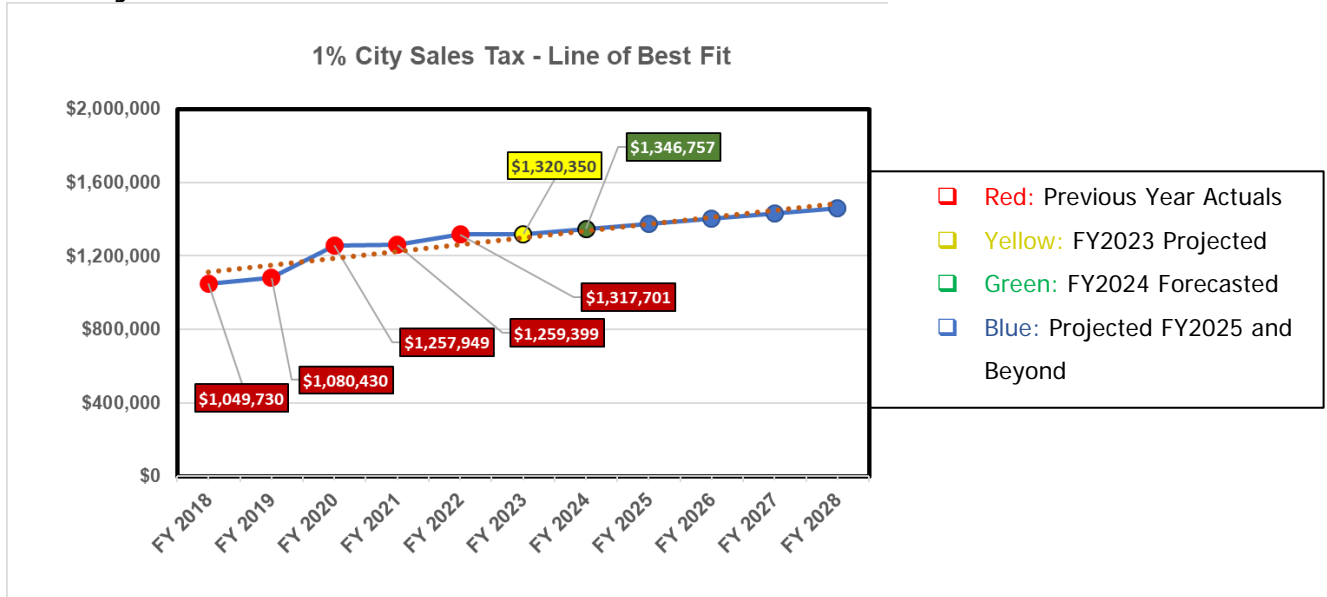
The City, on average in the past 3 years, receives 21.7% of sales tax annual revenue by the 1st quarter of the fiscal year.

This data reflects the monthly transfer of TIF EATs from the General Fund to the Special Allocation Fund (Marketplace TIF).

1% City Sales Tax Revenue – 3 Year Trend History



1% City Sales Tax Revenue – Five Year Lookback



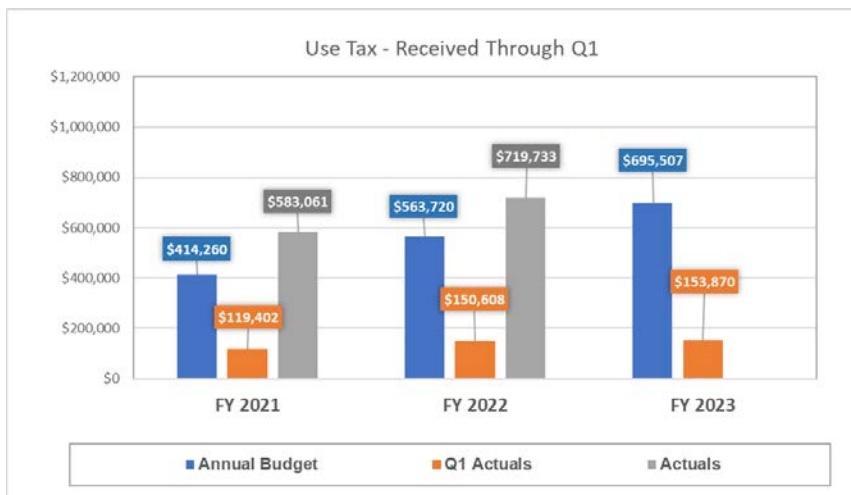
Use Tax Revenue

General Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Received
Use Tax Revenues	\$695,507	\$708,460	\$153,870	22.1%

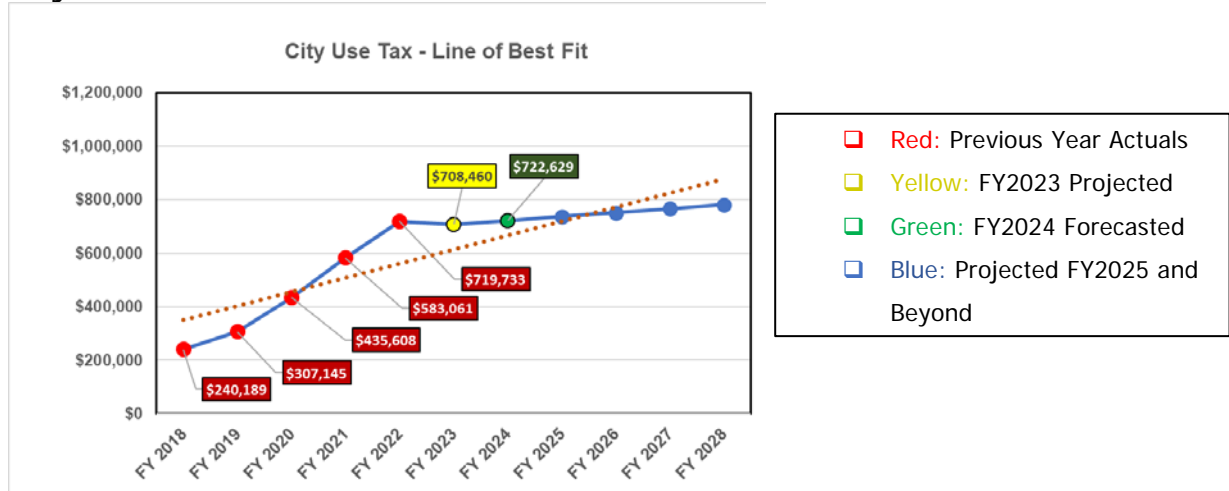
The City, on average in the past 3 years, receives 19.4% of use tax annual revenue by the 1st quarter of the fiscal year.

Use Tax receipts have remained flat in Q1 2023 but are beginning to pick up with the receipting of the January 2023 Distribution in February 2023.

Use Tax Revenue - 3 Year Trend History



City Use Tax Revenue – Five Year Lookback



General Fund – Bottom Line

	Actual FY2022	Budgeted FY2023	Projected FY2023
Beginning Fund Balance	\$ 3,558,070	\$ 3,315,925	\$ 3,254,650
Total Revenues	\$ 5,550,279	\$ 5,466,340	\$ 5,696,112
Total Expenses	\$ 5,853,699	\$ 6,310,310	\$ 6,302,701
Net Change in Fund Balance	\$ (303,420)	\$ (843,970)	\$ (606,589)
Ending Fund Balance	\$ 3,254,650	\$ 2,471,955	\$ 2,648,061

Capital Improvement Sales Tax Fund

Capital Improvement Sales Tax	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Received
All Revenues	\$1,160,435	\$1,183,750	\$188,923	16.3%

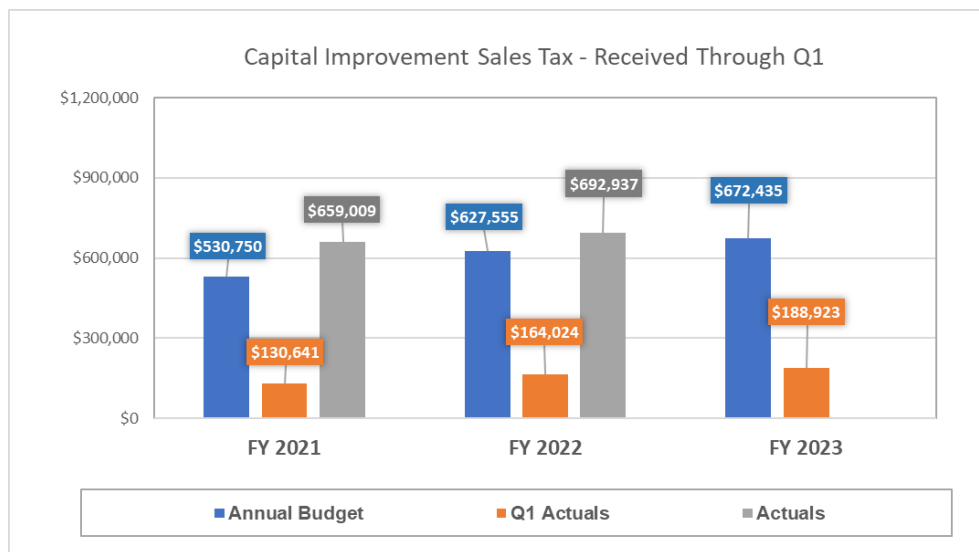
The City, on average in the past year 3 years, receives **19.7%** of capital improvement sales tax annual revenue by the 1st quarter of the fiscal year.

Budget includes a \$488,000 MoDOT reimbursement for Streetscape Phase III Construction.

Capital Improvement Sales Tax	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Expended
All Expenditures	\$1,355,370	\$1,355,370	\$29,439	2.2%

CIST Funded Capital Project	Phase	Resolution	Contractor/Engineer	Status
Downtown Streetscape Phase III	Engineering	1026	HDR Engineering	In Progress
Downtown Streetscape Phase III	Construction	Upcoming	To Be Decided	Awaiting Bids
Quincy Boulevard - Road Reconstruction	Construction	Upcoming	To Be Decided	Awaiting Bids

Capital Improvement Sales Tax Revenue - 3 Year Trend History



Debt Service Fund

Debt Service	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Received
Revenues	\$354,845	\$354,845	-	0.0%

The budgeted transfer of **\$354,845** from the Capital Improvement Sales Tax Fund to support Debt Service payments occurred in February 2023.

Debt Service	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Expended
Expenditures	\$343,040	\$343,040	\$250,620	73.1%

General Obligation scheduled debt payments (for Series 2018 and Series 2019 issuances) have been partially paid.

Transportation Sales Tax Fund

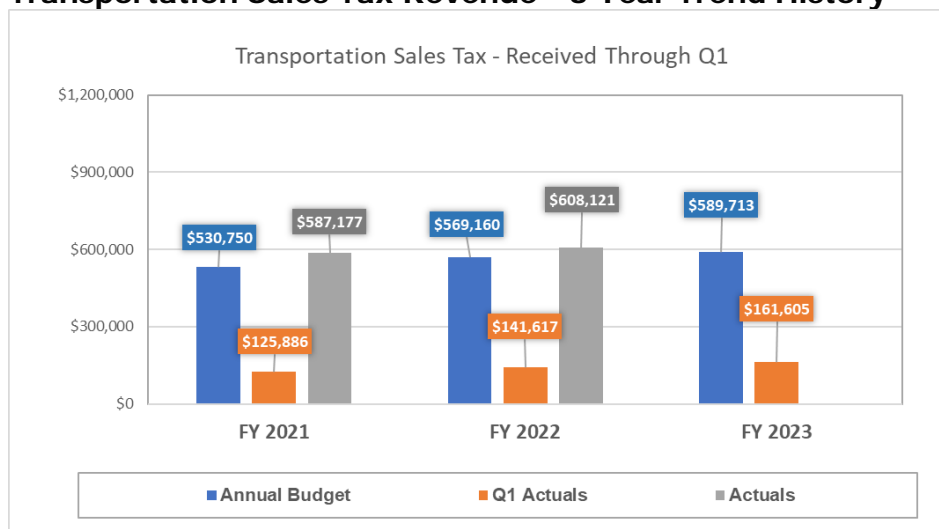
Transportation Sales Tax	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Received
Revenues	\$589,713	\$615,750	\$161,605	27.4%

The City, on average in the past 3 years, receives **21.8%** of transportation sales tax annual revenue by the 1st quarter of the fiscal year.

Transportation Sales Tax	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Expended
Expenditures	\$702,246	\$702,246	\$44,332	6.3%

TST Funded Capital Project	Phase	Resolution	Contractor/Engineer	Status
2023 Annual Asphalt Overlay Program	Upcoming	Upcoming	To Be Decided	Awaiting Bids
Quincy Boulevard - Road Reconstruction	Upcoming	Upcoming	To Be Decided	Awaiting Bids
4th Street and 4th Terrace – Road Reconstruction	Upcoming	Upcoming	To Be Decided	Awaiting Bids

Transportation Sales Tax Revenue - 3 Year Trend History



Combined Water & Wastewater Fund

CWWS Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Received
Revenues	\$9,340,817	\$9,412,697	\$1,351,095	14.5%

Budgeted revenues include COP proceeds of **\$3,900,000** for 144th Street Lift Station and West Bypass of the 144th Street Lift Station.

CWWS Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Expended
Expenditures	\$13,070,115	\$11,963,624	\$1,379,507	10.6%

Budgeted expenditures include COP proceeds of **\$3,900,000** for 144th Street Lift Station and West Bypass of the 144th Street Lift Station.

2023 Capital & Maintenance Program – CWWS Fund

CWWS Capital Project	Phase	Resolution	Contractor/Engineer	Status
Winner and Woods Waterline Replacement	Construction	1158	Blue Moon Hauling	In Progress
Aerobic Digester	Construction	1084	David E. Ross	In Progress
West Bypass of 144 th Street Lift Station	Engineering	987	HDR Engineering	In Progress
Little Platte River Crossing Waterline Replacement	Engineering	1138	HDR Engineering	In Progress
4th Street & 4th Terrace Waterline Replacement	Engineering	1054	Veenstra & Kimm	In Progress
Quincy Boulevard Waterline Replacement	Engineering	1043	Snyder & Associates	In Progress
Owens Branch Interceptor	Engineering	1176	HDR Engineering	In Progress
2023 Slipline Sewer Program	Maintenance	Upcoming	To Be Decided	Award Bid
4th Street & 4th Terrace Waterline Replacement	Construction	Upcoming	To Be Decided	Award Bid
West Bypass of 144 th Street Lift Station	Construction	Upcoming	To Be Decided	Awaiting Bid
144th Street Lift Station	Construction	Upcoming	To Be Decided	Awaiting Bid
Quincy Boulevard Waterline Replacement	Construction	Upcoming	To Be Decided	Awaiting Bid
Water Plant Improvements	Construction	Upcoming	To Be Decided	Awaiting Bid

Water & Wastewater Sales Revenue

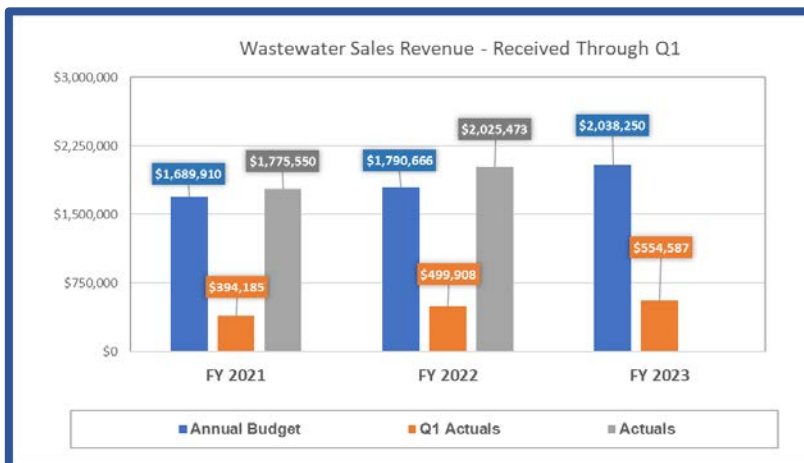
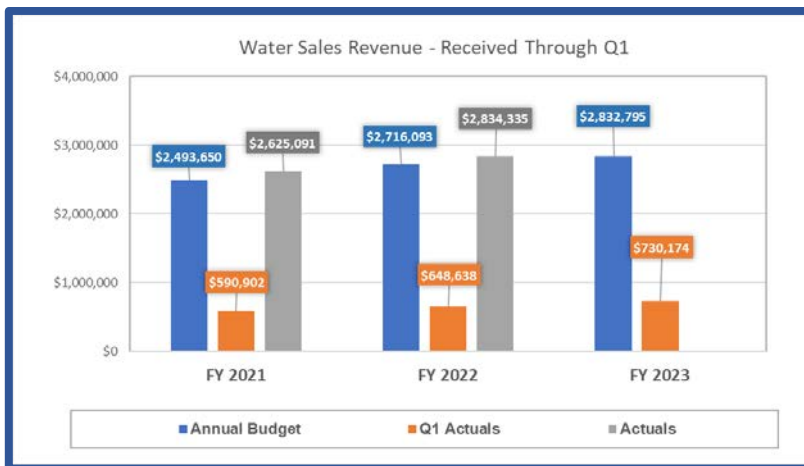
CWWS Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% Received of Budget
Water Sales	\$2,832,795	\$2,935,988	\$730,174	25.8%

The City, on average in the past 3 years, receives **22.6%** of water sales annual revenue by the 1st quarter of the fiscal year.

CWWS Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% Received of Budget
Wastewater Sales	\$2,038,250	\$2,101,468	\$554,587	27.2%

The City, on average in the past 3 years, receives **23.03%** of wastewater sales annual revenue by 1st quarter of the fiscal year.

Water & Wastewater Sales Revenue - 3 Year History of Q1



CWWS Fund – Bottom Line

	Actual FY2022	Budgeted FY2023	Projected FY2023
Beginning Fund Balance	\$ 5,497,931	\$ 7,123,744	\$ 6,747,157
Total Revenues	\$ 6,221,873	\$ 9,340,817	\$ 9,412,697
Total Expenses	\$ 4,972,647	\$ 13,070,115	\$ 11,963,624
Net Change in Fund Balance	\$ 1,249,226	\$ (3,729,298)	\$ (2,550,927)
Ending Fund Balance	\$ 6,747,157	\$ 3,394,446	\$ 4,196,230

Sanitation Fund

Sanitation Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% Received of Budget
Revenues	\$915,860	\$844,436	\$205,577	22.4%

The City, on average in the past 3 years, receives **24.3%** of solid waste annual revenue by the 1st quarter of the fiscal year.

Sanitation Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% Expended of Budget
Expenditures	\$900,600	\$844,050	\$220,522	24.5%

The City also pays to participate in the Household Hazardous Waste collection program (paid for in Q1 every year) administered by MARC which is funded by the Sanitation Fund.

Park & Stormwater Sales Tax Fun

Park & Stormwater Sales Tax	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% Received of Budget
Revenues	\$672,435	\$695,750	\$188,667	28.1%

The City, on average in the past year 2 years, receives **19.2%** of park and stormwater sales tax annual revenue by the 1st quarter of the fiscal year.

Park & Stormwater Sales Tax	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% Expended of Budget
Expenditures	\$497,750	\$460,200	\$27,362	5.5%

PST Funded Capital Project	Phase	Resolution	Contractor/Engineer	Status
Stormwater Discovery & Master Plan	Design	1106	George Butler Associates	Completed
Quincy Boulevard – Stormwater Improvements	Engineering	1043	Snyder & Associates	In Progress
Quincy Boulevard – Stormwater Improvements	Construction	Upcoming	To Be Decided	Awaiting Bid

VERF (Vehicle & Equipment Replacement Fund)

VERF	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% Received of Budget
Revenues	\$422,100	\$422,100	\$85,722	20.3%

The VERF received the budgeted \$70,000 transfer for annual operational support in Q1 of 2023.

VERF	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% Expended of Budget
Expenditures	\$381,750	\$381,750	\$80,203	21.0%

The City is currently leasing **22 vehicles** with Enterprise Fleet Management.

ARPA (American Rescue Plan Act) Fun

American Rescue Plan Act Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% Received of Budget
Revenues	-	-	-	-

Finance staff will record an *interest earnings journal entry* at the end of FY2023 for the ARPA Fund.

American Rescue Plan Act Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% Expended of Budget
Expenditures	\$953,270	\$880,215	\$307,459	32.3%

As of January 31, 2023, the City had **\$565,446** remaining on the Raw Water Pump Station construction contract with Irvinbilt Construction.

3 Month Budget Review – Conclusion

Revenues

- *Property Tax*: Property tax will exceed the designated budget in FY2023.
- *Sales Tax*: Excellent growth through Q1, which is likely somewhat driven by consumer inflation, but also growth in the local economy.
- *Use Tax*: Flat growth through Q1 compared to previous year but beginning to pick up.
- *Building Permits*: Less new residential permits resulting in lower permit revenues.
- *Interest Earnings*: Higher earnings rate has allowed for revenues to exceed budget through Q1.

Expenditures

- *General Fund Operational Expenditures*: In finishing Q1 2023, the City has very few vacancies, which will result in lower vacancy savings in FY2023.
- *Capital Budgets*: Capital budget spending is significant in all funds this year. Staff will continue to monitor budgets for any potential change orders or project addition needs.

5. Adjourn

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 6:52 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor