

**SMITHVILLE BOARD OF ALDERMEN**  
**WORK SESSION**

September 24, 2024 5:30 p.m.  
City Hall Council Chambers and Via Videoconference

**1. Call to Order**

Mayor Boley, present, called the meeting to order at 5:41 p.m. A quorum of the Board was present: Marv Atkins, Melissa Wilson, Kelly Kobylski, Leeah Shipley, Dan Hartman and Ronald Russell.

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

**2. Smithville Main Street District Update**

Alicia Neth, President of the Smithville Main Street District, provided the memo that was in the packet and was present to answer the Boards questions.

Mayor Boley noted that Alicia's memo was well put together and thanked her. He added that Smithville Main Street District would be hosting Junkville downtown this weekend.

Alderman Hartman asked what their top three goals are for Smithville Main Street District moving forward over this next year.

Alicia said to try to continue the momentum that they have, try and focus on the community aspects of the events and encompassing the entire community and continue to bring people downtown and show everything that is going on and build off of the excitement. She noted that there are a lot of new businesses, and she thinks that will help bring people downtown.

Alderman Shipley added that one thing that they have altered this year was to create some family friendly events that they have added and are hoping to continue into next year. One event they added is the scavenger hunts around town.

Alderman Russell asked if they were working on a new City logo.

Alicia said that they were working on the Smithville Main Street District logo. They worked with a marketing company and a long-time Smithville resident who volunteered her time as the liaison between them and the marketing company. They came up with the color scheme, the logo design and provided it in different files so they can put it on the website and all social media.

Alderman Wilson asked about partnership with other city groups and if there were specific groups that they were targeting to partner with.

Alicia said that they would partner will all of them. She added that they have always partnered with the Chamber with Junkville taking place the same day as the BBQ Bash. Alicia noted that this is the eighth year for Junkville. She also said that they have partnered with Parks and Recreation with a lot of events, the scavenger hunt and the fall

and Christmas decorations that go up downtown. Alicia said that they would partner with any of the civic groups that wanted to team up with them.

### **3. Discussion of Business Licenses**

Jack Hendrix, Development Director, noted that on August 6 the Finance Department presented the Schedule of Fees. As part of that discussion, staff recommended that we make some changes to the Codes to remove the fees and put them into the Schedule of Fees. Jack explained that we have been slowly moving all of the fees to the Schedule of Fees. The zoning fees provision Ordinance was the most recent one done. We are trying to make the change so that it coincides with the budget.

Jack explained that when staff started looking into this after the August 6 discussion they identified numerous other issues regarding business licenses and the recommendations are in the [staff memo](#). Jack noted that the [draft Ordinance](#) was provided and some Aldermen had contacted him about changing some of the language to make it clearer and consistent.

Alderman Wilson asked Jack to explain why the City requires a business license.

Jack explained that there are a couple of reasons and the most significant is sales tax. We receive our sales tax through the Department of Revenue. If a business gets shut down by the state, they send a notice to the city and we are obligated to go and shut down the business with our enforcement tools. It also allows us to compare our sales tax dollars by vendor.

Jack explained that contractors are required to provide us with Worker's Compensation Insurance, or the exemption required by state law and Electrical and Mechanical businesses have to provide us with their Master Licenses also. They will not be issued permits until we have that information on file.

Alderman Wilson thanked Jack for the explanation.

Cynthia noted that some businesses may not have a business license because we just are not aware of the existence of the business. One of the things the review of this Ordinance is helping us with is being able to make this a more user friendly process and a more automated process. The new system will give us more checks and balances and an ability to ensure that businesses are licensed.

Alderman Wilson added that once the transition is complete and the new system is fully automated and it is working she would like to see the business license renewal aligned with the City's fiscal year on November 1.

Jack explained that the business licenses are from November 1 to October 31.

Cynthia noted that it might be better if it was January 1 to December 31 and have it on the calendar year.

Alderman Wilson said that might make it easier for the businesses.

Mayor Boley said that making it available online is going to make it easier for the businesses especially with the mail still having a lot of delivery issues.

Jack explained that all departments are still training on the new system because it has a lot of new features and functions.

Mayor Boley asked with it, we will have the ability to upload the required insurance and master licenses.

Jack said that with the permits we have the ability to pull in the application, master's license, certificate of insurance and no tax due statement. He explained that with the new system if you do not have all of the documents required, it will not allow you to complete the application process. Jack said it is his understanding that the program will inform you what documents are missing. Once the application and required documents are submitted, staff will then check that all of the documents are correct then the invoice is sent for payment.

Mayor Boley noted that at the Missouri Municipal League (MML) training they learned that homebased businesses are not going to be required to get businesses licenses.

Jack noted that there are massive restrictions on what cities can enforce.

Alderman Russell asked if the current list could be taken off or redo the list. He noted that some of the businesses are archaic and other ones look to have been added here and there.

Jack explained that his understanding of the origins of the business license system was that list came from a state law from 1919. Missouri is set up with classification of city and the classifications have different rules as to what they can and cannot do. A charter city can do anything that any class of city can do. We are a fourth class city so we are limited to what the laws will allow us to do. Jack added that if this were something the Board would want to pursue it would have to go through legal.

Alderman Hartman left the meeting at 5:56 p.m.

Jack explained that one change that was made to the state law was RSMo. Section 71.620, the exemption of certain businesses, engineers, doctors, surveyors, real estate professionals if they do not have an office in the city, etc. Our Ordinance was changed to require all businesses to have a business license except those listed as exempt in the state law. Jack explained that with the way our Ordinance is written if the state makes changes, ours automatically follows the state and we do not have to make any changes.

Cynthia noted that staff will bring this forward for approval in the coming weeks so it can be added to the Schedule of Fees. She noted that there may be additional changes that may need to happen and if the Board would like staff to look at getting rid of the archaic language staff can follow up with the City Attorney.

Jack explained that he will make the changes in the redlined Ordinance that was in the packet, and it will be brought forward at the October 15 meeting for the first reading.

#### **4. Discussion of the FY2025 Operating Budget**

Rick presented the second discussion of the proposed FY2025 Operating Budget and the Five-Year CIP.

##### **Budget Development Process**

- Department Budget Requests Done – May 2024
- Management Review – June 2024
- Board Retreat – June 2024
- Budget Work Session – August and September 2024
- Board Approves Operating Budget and Capital Improvement Budget – October 2024

Rick noted that since the discussion in the August meeting, staff was able to have another month of financials to analyze the revenues and expenses that were still coming in. He explained that the revenue from sales tax came in pretty strong in September and he was able to revise that revenue for FY2025. Interest rates dropped a half percentage point, so staff will keep the estimates for FY2025 where there were originally.

##### **FY2025 Proposed General Fund Key Operating Budget Assumptions**

- Health Insurance Premiums: 15% Increase
- Fuel Assumption: \$3.55 / Gallon
- Propane Assumption: \$2.00 / Gallon
- City Facility Electricity: 5% Increase
- Confinement Fees – 100% increase based on current hybrid model
- ERP Pro 10 Tyler Technologies User Fee: 31% Increase
- Property and Liability Insurance: 11% Increase
- Worker's Compensation Rate Changes: 9% Increase

Rick noted that today we had an update on the health insurance premiums. They are projected to increase less than we have budgeted.

Cynthia noted that staff recommends we leave the increase for health insurance for budgeting purposes, and we will work within that dollar amount on the structural changes. She added that in the six years that she has been here, health insurance premiums have increased at or above the amount that we had budgeted.

##### **FY2025 Proposed General Fund Necessary Operating Increases**

- Annual VERF (Vehicle and Equipment Replacement Fund) Financial Support (\$390,000)
- IT Services increase with new Allo contract (\$39,150)
- Smith's Fork Park Lease Payment to Corp of Engineers: Annual Cost Increase from \$53,335 to \$56,002
- Police Overtime: \$44,379 Increase from FY2024 Adopted Budget to FY2025 Proposed Budget

Financial Profile – FY2024 Outstanding Debt  
Outstanding General Obligation Debt of \$5,075,000  
Funds Delivered – August 2018  
Final Payment – March 2038

Outstanding COP Debt of \$7,195,000  
 Funds Delivered – August 2018  
 Final Payment – September 2038

Financial Profile – Bond Rating  
 Rating of "AA-" Assigned by S&P Global in February 2019

Rating Based Upon the Following Criteria:

- City Economy
- Debt Structure
- Financial Condition
- Demographic Factors
- Management Practices of Governing Body & Administration

Cynthia noted that we are only rated when we go out to issue debt and the last time was in 2019 for COPs. This is a bond rating that is a rating of our capacity to repay that debt

#### FY2025 Funded Highlights – General Fund

Operational Budget Item	Estimated Cost	Considerations
Chamber Contract	\$10,000	Second year of four year contract.
Additional City-Wide Department Training	\$5,000 (Average Annual Addition)	Additional funding has been budgeted for department training resulting from Employee Development Program discussions.
Employee Wellness Program	\$3,500 (Annually)	Identified funding for employee health & wellness initiatives
Police Ballistic Vests Replacement (4)	\$6,000 (Annual Replacement Program)	Replacement of 4 ballistic vests
Replacement of Four Mobile Data Terminals	\$13,000 (Replacement Program)	Second round of replacing in-car Police MDTs (computers)
City/County Shared Road	\$100,000 (One-Time)	Shared road improvements on 176th
ID Badge Machine	\$2,500 (One-Time)	Use for employees, peddlers license, etc.
9' Boss Plow Attachments (Streets)	\$15,000 (One-Time)	Plow will replace 2011 8' 6" and a 2007 (2 total)
Glock Handgun Replacement	\$18,000 (One-Time)	Replacement of handguns, sights and holsters. Upgrades to red dot sights.
Holding Cell Benches	\$3,500 (One-Time)	Benches for City holding cells.

Cont.

Operational Request	Estimated Cost	Considerations
Analytic Data Software	\$7,000	The budget currently includes \$5,000 to continue with Replica agreement. Staff is recommending an upgrade, which could require additional funding.
Marketing	\$3,000	Funding to address marketing opportunities that come up throughout the year.
2024 Direction Finder Survey	\$15,000	Staff requests Board direction. Last survey was conducted in FY2022.
Campground Road Repair	\$150,000 (One-Time)	Thickened road overlay. Option would be patch repairs at \$25,000.
Campground Sewer Video	\$10,000 (One-Time)	Assess damage to sewer system
Northland Career Center	\$2,500 (One-Time)	Board donation on behalf of the City of Smithville

Rick noted that \$2,500 was added for the Northland Career Center per direction from the Board. The Direction Finder Survey cost of \$15,000 is budgeted but we do not have a reboot of the strategic planning process budgeted.

Alderman Russell asked how many people and how many survey that covers and if we up it or lower it what it does to the cost.

Mayor Boley explained that changing it messes up the statistical relevance. You have to survey the same number of people based on population.

Alderman Russell said that the population has gone up since the last survey.

Cynthia noted when staff does bring this forward for discussion we will talk about the survey and what the process looks like. Since the population has changed we will work with ETC Institute on the number of surveys they recommend go out to get the statistical significance that they are looking for. Cynthia explained that the good thing about working with ETC Institute is they do this in multiple communities around the country and they know the numbers that are needed to be able to achieve the level of confidence with that statistical significance.

#### FY2025 Compensation Scenarios

Department	Base	6% All	8% Directors / 6% Frontline	8% All	10% Directors / 8% Frontline	8% Directors / 10% Frontline	10% All
Administration	470,761	509,253	511,455	511,455	513,658	511,455	513,658
Public Works	797,761	838,187	839,625	851,663	853,100	863,700	865,138
Police	1,900,238	1,913,425	1,923,521	1,925,130	1,934,398	1,931,611	1,934,398
Development	456,439	480,602	483,003	488,657	491,057	494,311	496,711
Finance	369,950	389,007	391,442	395,359	397,794	399,276	401,711
Parks & Rec	540,448	568,640	570,943	578,037	580,340	585,131	587,434
Elected Officials	16,337	16,337	16,337	16,337	16,337	16,337	16,337
<b>General Fund</b>	<b>4,551,934</b>	<b>4,715,451</b>	<b>4,736,326</b>	<b>4,766,638</b>	<b>4,786,685</b>	<b>4,801,822</b>	<b>4,815,388</b>
<b>\$ Difference Over Base</b>		<b>163,517</b>	<b>184,392</b>	<b>214,704</b>	<b>234,751</b>	<b>249,888</b>	<b>263,454</b>

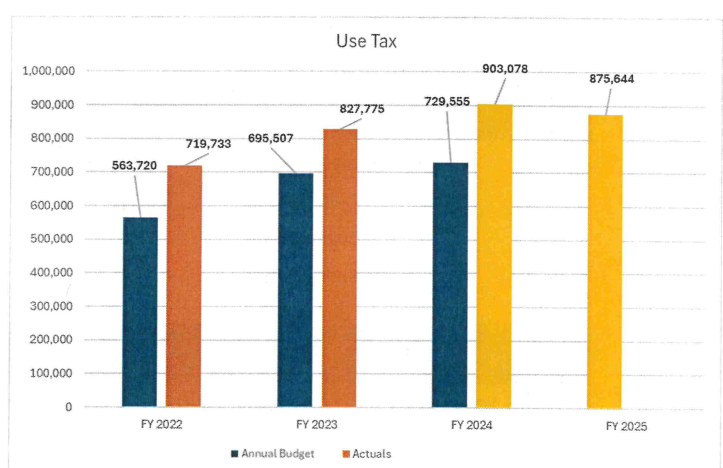
Current FY25 projections are based off the 10% Directors / 8% Frontline Scenario as directed by Board of Alderman on July 16, 2024.

Cynthia noted that staff will need direction from the Board tonight on the desired scenario so the budget can be completed.

## Property Tax and Interest Rate Budget History



## Sales and Use Tax Budget History

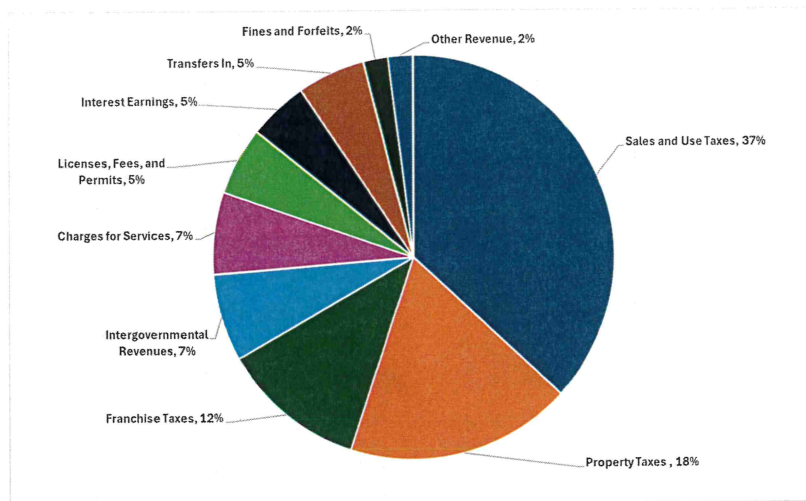


## Proposed FY2025 General Fund Revenue Summary

General Fund Revenues	Actual FY2023	FY2024 Budget	Projected FY2024	FY2025 Proposed Budget
Property Taxes	1,116,997	1,152,896	1,176,181	1,205,585
Sales and Use Taxes	2,362,749	2,360,105	2,575,544	2,550,738
Franchise Taxes	810,659	759,740	768,246	784,370
Licenses, Fees, and Permits	329,842	351,900	234,455	365,246
Intergovernmental Revenues	494,990	481,675	488,236	501,119
Charges for Services	446,065	411,180	420,689	474,025
Fines and Forfeits	113,519	113,120	82,441	116,652
Interest Earnings	578,344	294,500	571,899	315,258
Other Revenue	68,803	51,820	67,226	110,164
Transfers In	247,651	290,050	290,050	320,500
<b>Total Revenues</b>	<b>\$ 6,569,620</b>	<b>\$ 6,266,986</b>	<b>\$ 6,674,967</b>	<b>\$ 6,743,657</b>

Rick noted that due to the increase in sales and use tax we were able to increase the General Fund Revenue.

## Proposed FY2025 General Fund Revenues by Category



Approximately 55% of the general fund revenue budget is comprised of:

- Sales Tax
- Use Tax
- Property Tax

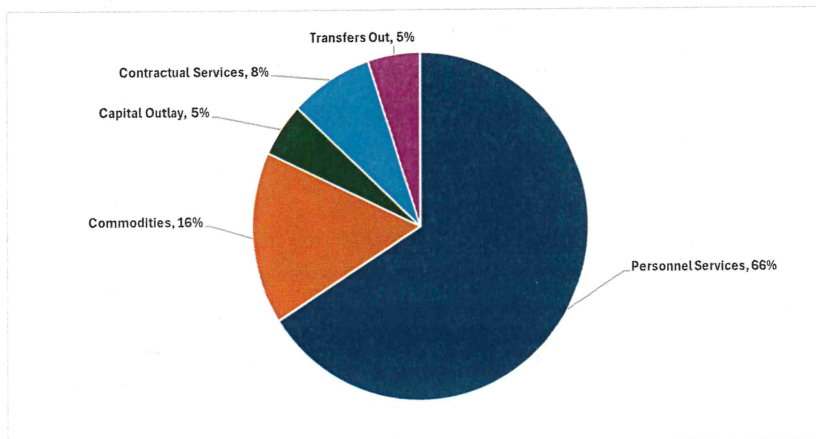
## Proposed FY2025 General Fund Expenditure Summary

General Fund Expenditures	Actual FY2023	FY2024 Budget	Projected FY2024	FY2025 Proposed Budget
Personnel Services	4,242,935	4,564,970	4,661,649	4,900,774
Commodities	1,057,603	1,091,460	1,161,730	1,180,357
Capital Outlay	255,609	725,850	897,359	372,600
Contractual Services	452,401	521,510	489,074	635,171
Transfers Out	35,000	197,000	197,000	383,000
<b>Total Expenditures</b>	<b>\$ 6,043,548</b>	<b>\$ 7,100,790</b>	<b>\$ 7,406,812</b>	<b>\$ 7,471,902</b>

5.23% increase in total expenditures from Budgeted FY2024 to Proposed FY2025.

Rick noted that the expenditures did increase by \$31,000. He explained that with the increase of sales tax revenue by \$50,000, and the increase of \$31,000 in expenditures, we have an increase of \$19,000 in our ending fund balance.

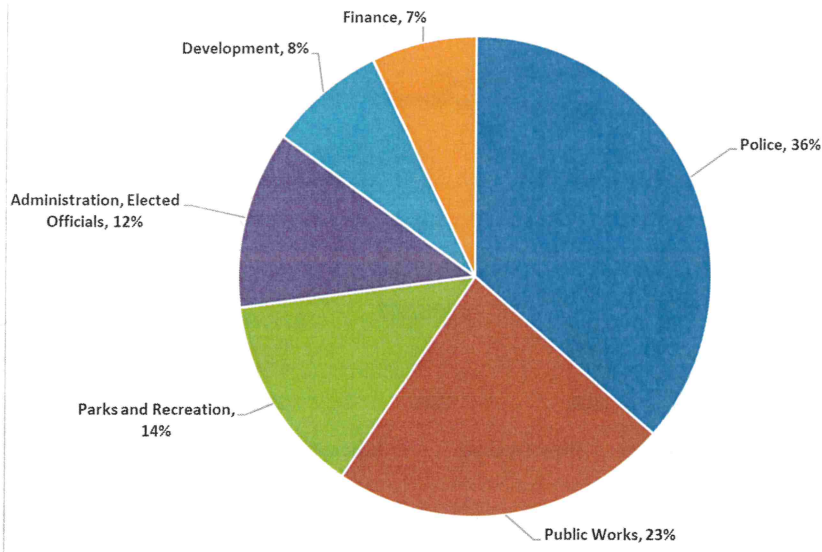
## FY2025 Proposed General Fund Expenditures by Category



Personnel Services constitutes 66% of the general fund expenditures, and includes the following expenses:

- Full and Part Time Salaries
- Health Insurance Premiums
- FICA
- LAGERS Employer Contributions
- Worker's Compensation

## FY2025 Proposed General Fund Expenditures by Department



The Police Dept, Parks & Recreation Dept, and Public Works Dept compose 74% of the General Fund budget, which fund these important municipal services:

- Public Safety
- Road Maintenance
- Recreational Amenities and Parks

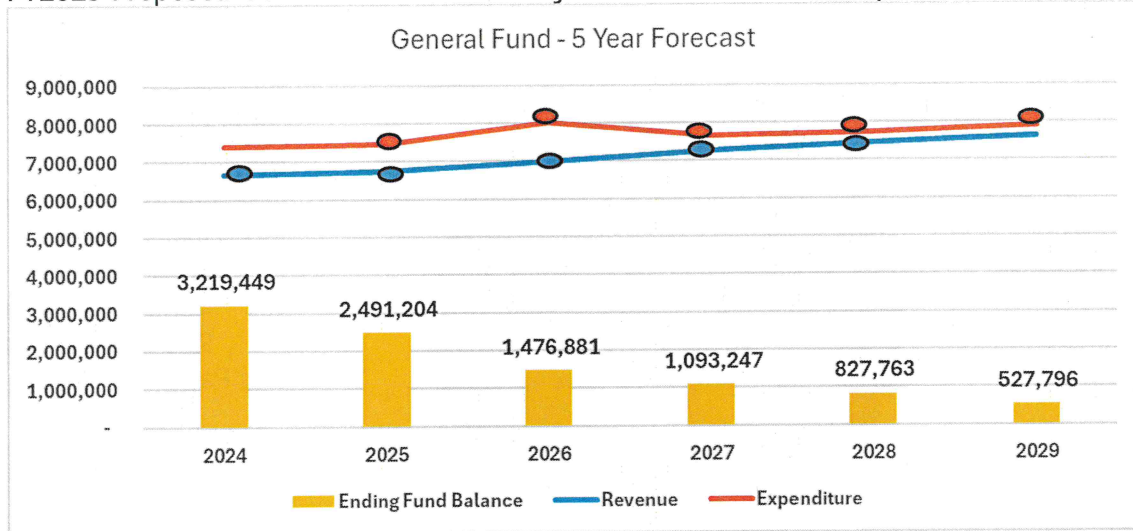
## Proposed 5 Year CIP (FY2025 – FY 2029) General Fund

Capital Improvement Projects	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Annual Wayfinding Signage Installation	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Annual Wayfinding Signage Installation (Grant)	-\$100,000	\$ -	\$ -	\$ -	\$ -
1 <sup>st</sup> & Bridge Street Round-A-Bout (Engineering)	\$ -	\$ -	\$ -	\$ -	\$ -
Additional Annual Asphalt Overlay Program Funding	\$ -	\$ -	\$ -	\$ -	\$ -
Additional Sidewalk Replacement Program Funding	\$ -	\$ -	\$ -	\$ -	\$ -
2 <sup>nd</sup> Creek Bridge Sidewalks (30% of Construction)	\$ -	\$ 250,000	\$ -	\$ -	\$ -
Riverwalk Park & Trail (10% of Construction)	\$ -	\$ 200,000	\$ -	\$ -	\$ -
<b>Grand Total</b>	<b>\$0</b>	<b>\$550,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>

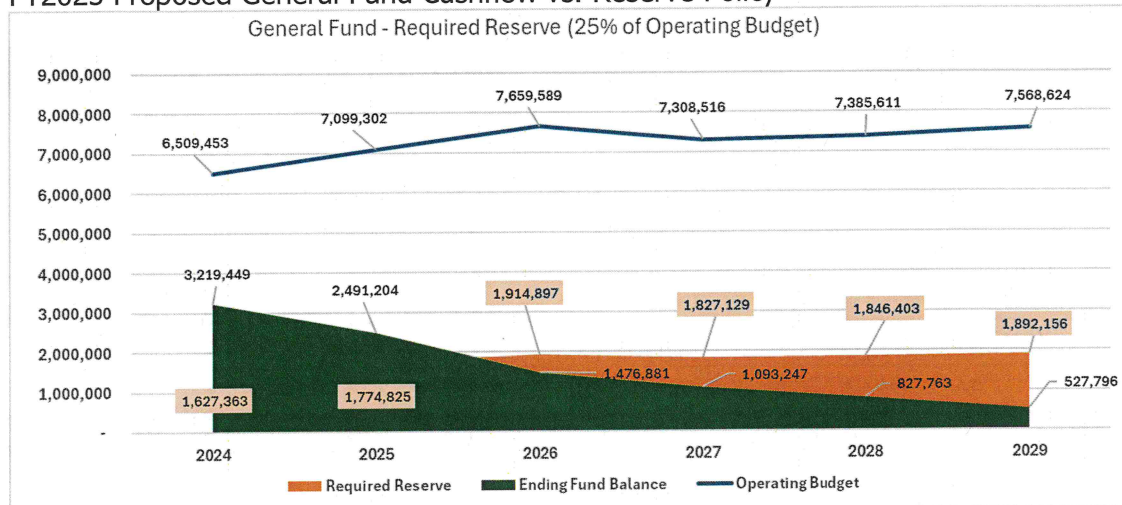
## FY2025 Proposed General Fund Net Change in Fund Balance

	Actual FY2023	Projected FY2024	Proposed FY2025
<b>Beginning Fund Balance</b>	<b>3,425,221</b>	<b>3,951,294</b>	<b>3,219,449</b>
<b>Total Revenues</b>	<b>6,569,620</b>	<b>6,674,967</b>	<b>6,743,657</b>
<b>Total Expenses</b>	<b>6,043,547</b>	<b>7,406,812</b>	<b>7,471,902</b>
<b>Net Change in Fund Balance</b>	<b>526,073</b>	<b>(731,845)</b>	<b>(728,245)</b>
<b>Ending Fund Balance</b>	<b>3,951,294</b>	<b>3,219,449</b>	<b>2,491,204</b>

## FY2025 Proposed General Fund 5 Year Projected Cashflow Summary

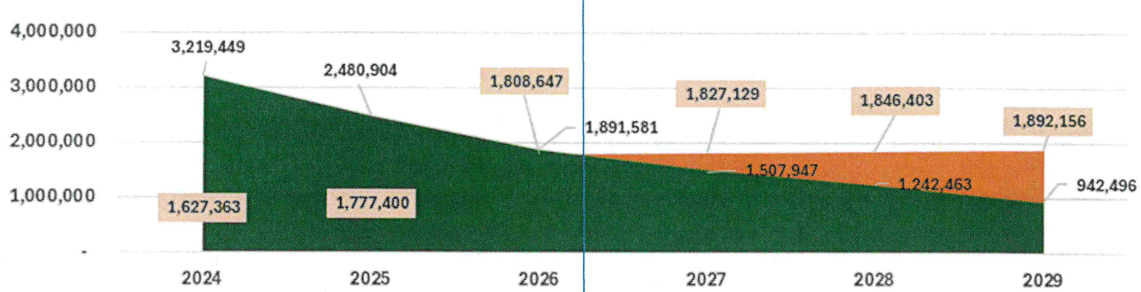


## FY2025 Proposed General Fund Cashflow vs. Reserve Policy

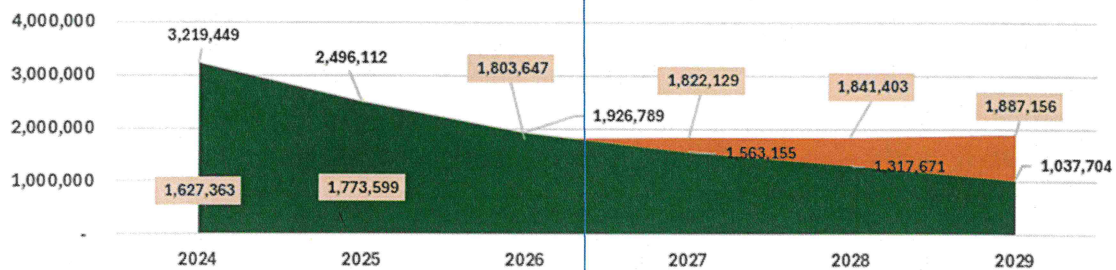


## FY2025 General Fund Compensation Scenarios

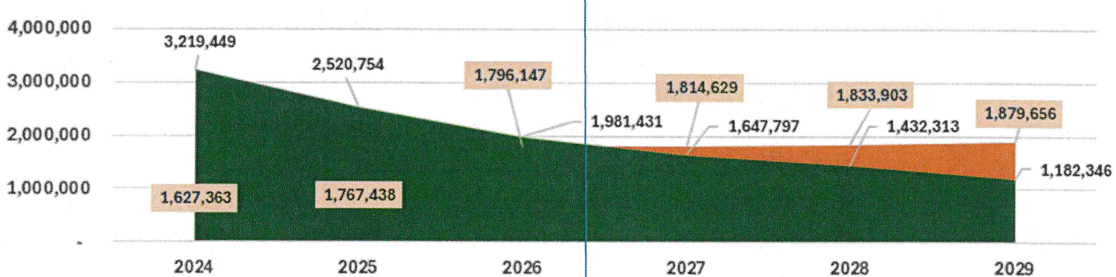
Director: 10% Frontline: 8%



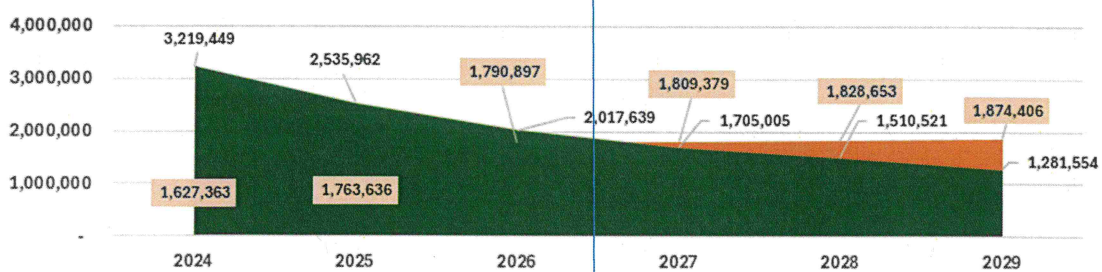
Director: 8% Frontline: 8%



Director: 8% Frontline: 6%



Director: 6% Frontline: 6%



Required Reserve Ending Fund Balance

Cynthia noted that the amount of expenditures is what the required reserve fund balance is based on. The amount the amount of fund balance required goes down slightly when you spend less and that is what affects that trend line. Cynthia noted that the 8% and 6% salary increase is what staff originally brought to the Board at the retreat based on comparative data of other communities in the northland.

Alderman Atkins asked if compensations have adjusted or went up since the retreat.

Cynthia explained that staff had not done another comparative data study or changed the information.

Mayor Boley asked if the reserve included the capital improvement projects.

Rick explained the reserve in the operating budget does not include capital improvement projects. He added that if we were in the scenario of getting close to the reserves the capital improvement projects are typically not going to happen. This is based on what does it take day in and day out to operate.

#### The Board's Choices

Director: 10% Frontline: 8%

Alderman Shipley

Alderman Wilson

Alderman Kobylski

Alderman Atkins

Director: 10% Frontline: 10%

Alderman Russell

#### Combined Water and Wastewater Fund

Cynthia noted that performance in a lot of areas has improved over the years. The Combined Water and Wastewater systems fund is an area that we need to monitor. She explained that since she started with the City we have completed the Water Master Plan and the Wastewater Master Plan within a couple of years of each other. Both plans outline a need for new infrastructure as soon as 2023. Our growth projections have pushed that timing back. We know we still need to make several millions of dollars of improvements to both our water and wastewater systems. We also know that we have significant work that needs done on our existing infrastructure because we had not made the investment in infrastructure that we probably should have been doing.

Cynthia explained that the charts presented show some real imbalances and a need for continued focus on review of the fund. The first rate study was done in 2018 and have done double digit increase since in order to continue to maintain the existing system and expand for the community's growth and needs.

#### Proposed Water and Wastewater Rate Increases

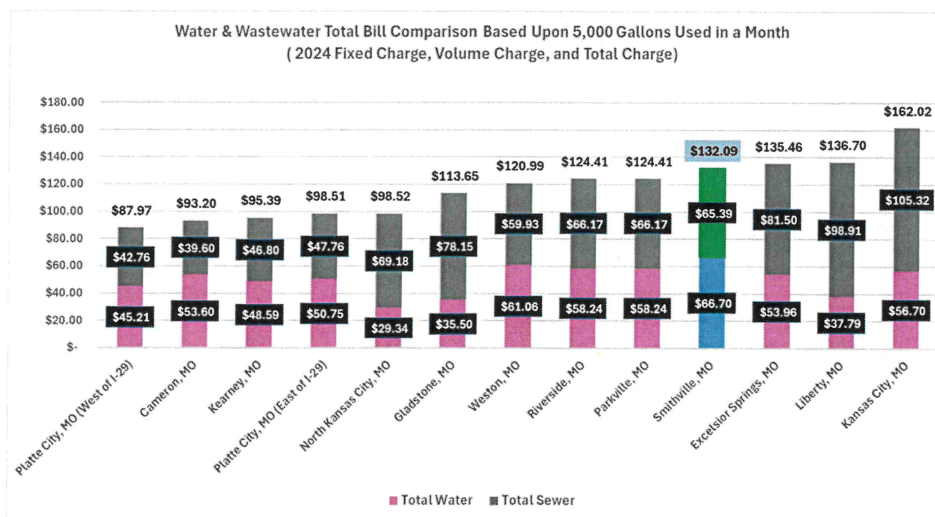
Water Rates	FY2025 (Proposed)
Monthly Water Base Charge & Volume Charge (3/4" and 1" Residential Meter)	<b>15% Increase</b>
Monthly Wastewater Base Charge & Volume Charge (3/4" and 1" Residential Meter)	<b>15% Increase</b>

## Proposed FY2025 CWWS Fund

	Actual FY2023	Projected FY2024	Proposed FY2025
<b>Beginning Fund Balance</b>	<b>7,123,744</b>	<b>6,589,526</b>	<b>7,271,428</b>
<b>Total Revenues</b>	<b>6,104,757</b>	<b>6,618,941</b>	<b>7,143,660</b>
<b>Total Expenses</b>	<b>6,638,976</b>	<b>5,937,039</b>	<b>10,526,218</b>
<b>Net Change in Fund Balance</b>	<b>(534,218)</b>	<b>681,902</b>	<b>(3,382,558)</b>
<b>Ending Fund Balance</b>	<b>6,589,526</b>	<b>7,271,428</b>	<b>3,888,870</b>

\* Reserve requirement is 20% of revenue. For FY2025, the reserve requirement would be \$1,428,732.

## City Comparison – Utility Bills



### Parkville

Water – Missouri American Water

Wastewater - Parkville Sewer Department

### Cameron

Water - City of Cameron

Wastewater - City of Cameron

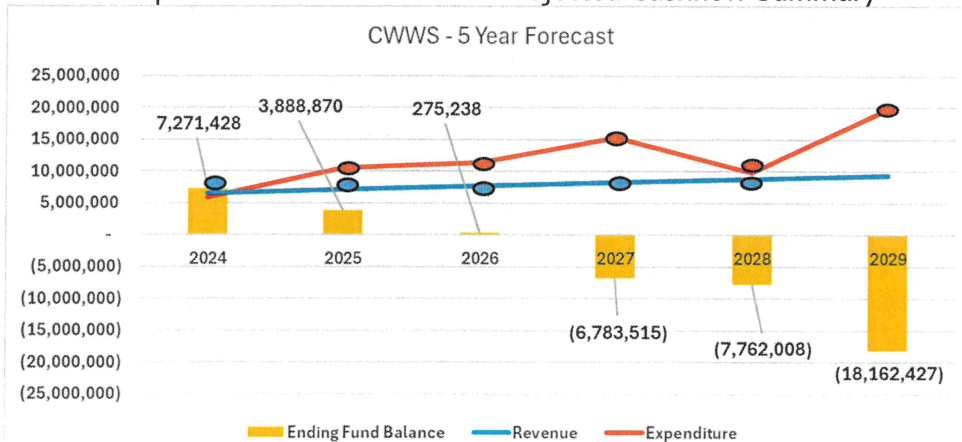
\* Managed by Alliance \*

### Riverside

Water – Missouri American Water

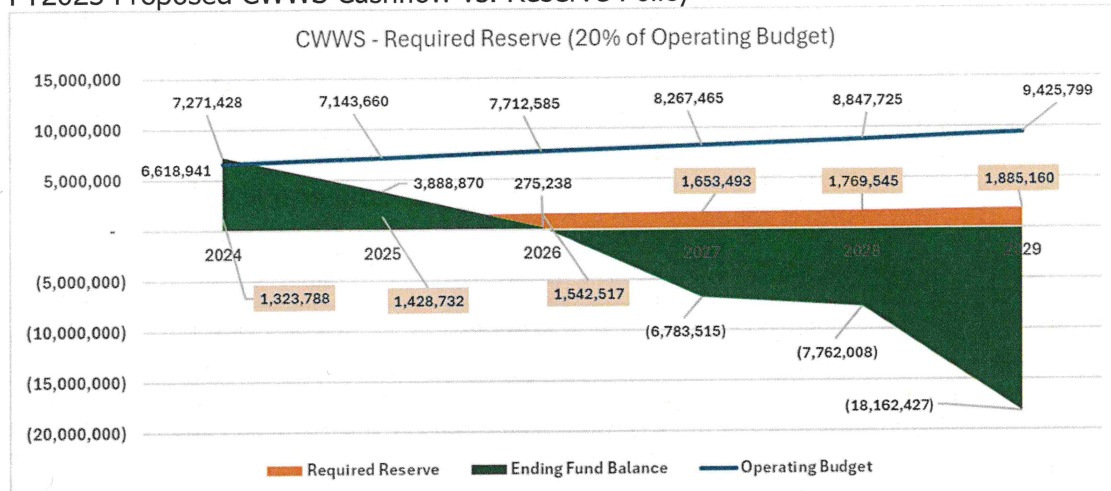
Wastewater - Missouri American Water

## FY2025 Proposed CWWS Fund 5 Year Projected Cashflow Summary



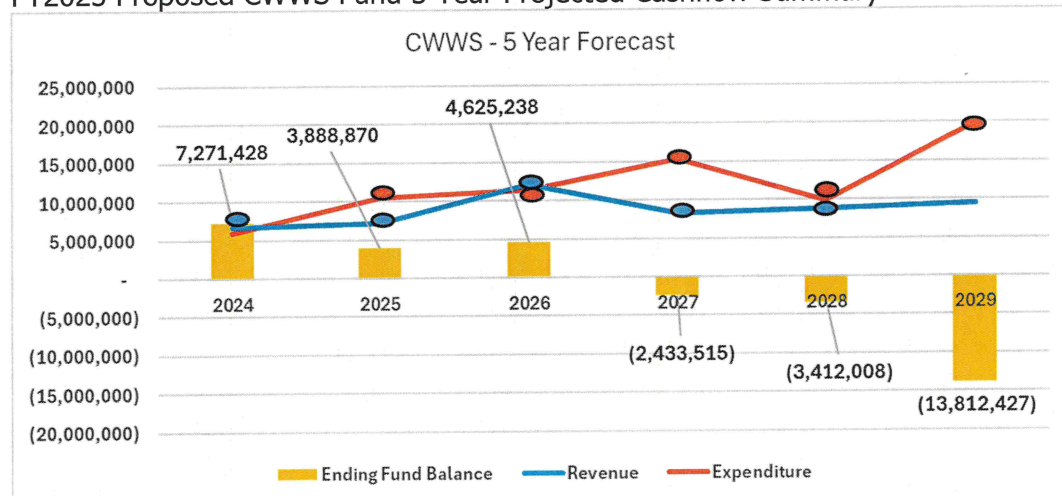
CWWS Fund 5 Year projected cashflow summary does not include COP issuance.

#### FY2025 Proposed CWWS Cashflow vs. Reserve Policy



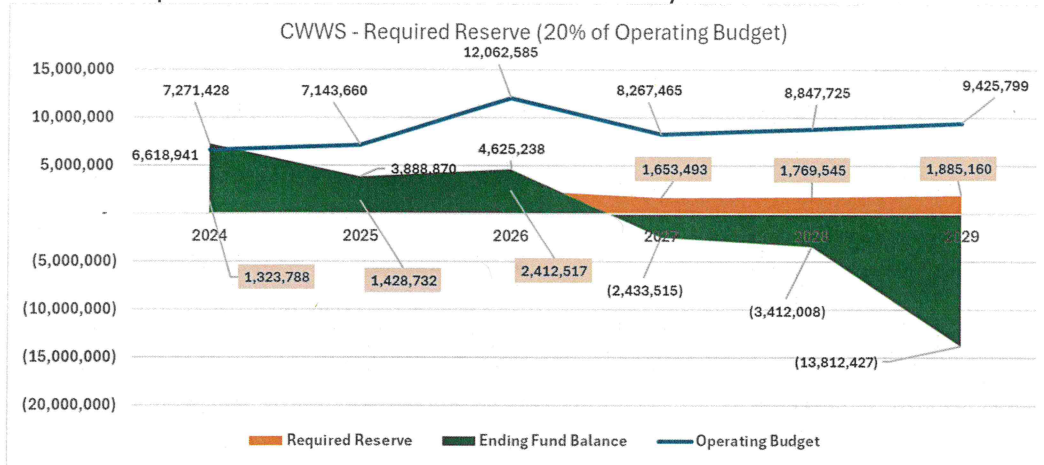
CWWS Fund 5 Year projected cashflow summary does not include COP issuance.

#### FY2025 Proposed CWWS Fund 5 Year Projected Cashflow Summary



CWWS Fund 5 Year projected cashflow summary does include COP issuance.

## FY2025 Proposed CWWS Cashflow vs Reserve Policy



CWWS Fund 5 Year projected cashflow summary does include COP issuance.

## Proposed Five Year CIP (FY2025 – FY2029) CWWS Fund

Capital Improvement Project	FY 2025	FY 2026	FY 2027	FY2028	FY2029
West Bypass of the 144th Street Lift Station (Construction)	\$1,610,000	\$690,000	-	-	-
144 <sup>th</sup> Street Lift Station Federal Earmark	-\$1,050,000	-\$450,000	-	-	-
Smith's Fork Force Main (Construction)	\$600,000	-	-	-	-
Owens Branch Gravity Line Phase #1, Line #1 (Engineering)	\$200,000	-	-	-	-
Maple Ave & River Crossing (12" Waterline) (50% of Construction)	\$490,000	\$210,000	-	-	-
Stonebridge Lift Station (Engineering)	\$30,000	-	-	-	-
Stonebridge Lift Station (Construction With SSD Cost Sharing)	\$1,300,000	-	-	-	-
Water Plant Improvements (Construction)	\$980,000	\$420,000	-	-	-
McDonalds/Central Bank Lift Station (Engineering)	\$100,000	-	-	-	-
<b>Grand Total (Net Cost)</b>	<b>\$4,260,000</b>	<b>\$870,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Proposed Five Year CIP (FY2025 – FY2029) CWWS Fund Continued

Capital Improvement Project	FY 2025	FY 2026	FY 2027	FY2028	FY2029
Interconnect Mains at 144 <sup>th</sup> /169 Highway/Major Mall (S2, Engineering)	-	\$55,000	-	-	-
Highway 92 & Commercial Waterline (Engineering)	-	\$150,000	-	-	-
Smith's Fork Park Waterline (Construction)	-	\$170,000	-	-	-
Owens Branch Gravity Line Phase #1, Line #1 (Construction)	-	\$1,150,000	-	-	-
Highway 92 & Commercial Waterline (Construction)	-	\$300,000	-	-	-
Owens Branch Gravity Line Phase #1 and #3, Line #2 (Engineering)	-	\$1,000,000	-	-	-
McDonalds/Central Bank Lift Station (Construction)	-	\$500,000	-	-	-
<b>Grand Total (Net Cost)</b>	<b>\$4,260,000</b>	<b>\$4,195,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Capital Improvement Project	FY 2025	FY 2026	FY 2027	FY2028	FY2029
Owens Branch Gravity Line Phase #1, Line #3 (Construction)	-	-	\$2,000,000	-	-
Wastewater Treatment Plant Expansion (Engineering)	-	-	\$1,050,000	-	-
Owens Branch Gravity Line Phase #1, Line #2 (Construction)	-	-	\$2,500,000	-	-
Interconnect Mains at 144 <sup>th</sup> /169 Highway/Major Mall (S2, Construction)	-	-	\$150,000	-	-
Water Plant Expansion (Engineering)	-	-	\$2,100,000	-	-
Additional Water and Wastewater Project Funding	-	-	-	\$2,000,000	-
Wastewater Treatment Plant Expansion (Construction)	-	-	-	-	\$3,000,000
Water Plant Expansion, Phase I (Construction)	-	-	-	-	\$7,500,000
Additional Water and Wastewater Project Funding	-	-	-	-	\$2,000,000
<b>Grand Total (Net Cost)</b>	<b>\$4,260,000</b>	<b>\$4,195,000</b>	<b>\$7,800,000</b>	<b>\$2,000,000</b>	<b>\$12,500,000</b>

\*Projects with a GREEN background are new to the 5-Year CIP

\*Projects with a RED background are expenditures past the 5-Year CIP

Proposed Five Year CIP (FY2025 – FY2029) CWWS Fund - Impact Projects  
Water Impact Fees

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Maple Ave & River Crossing (12" Waterline) (50% of Construction)	-	\$700,000	-	-	-
<b>Grand Total</b>	-	\$700,000	-	-	-

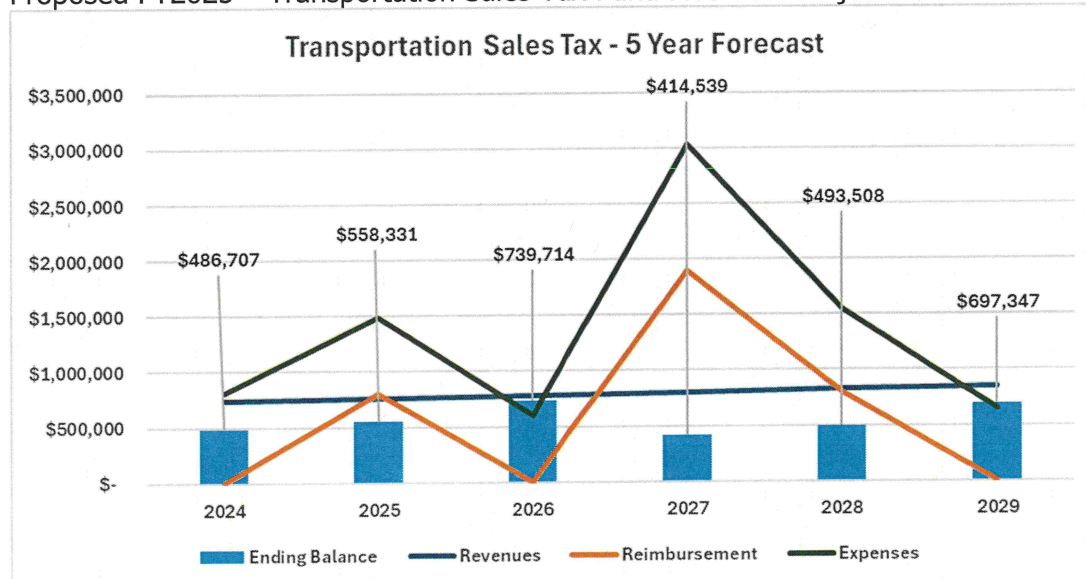
Wastewater Impact Fees

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Owens Branch Phase #1, Line #3 (construction)	-	-	\$1,150,000	-	-
<b>Grand Total</b>	-	-	1,150,000	-	-

Proposed Five Year CIP (FY2025 – FY2029)  
Transportation Sales Tax Fund

Transportation Sales Tax Fund	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Annual Asphalt Overlay Program (Projects TBD)	\$300,000	\$500,000	\$300,000	\$300,000	\$300,000
Annual Sidewalk Replacement Program	\$50,000	\$100,000	\$50,000	\$50,000	\$50,000
Commercial Street Sidewalks (Construction)	\$1,000,000	-	-	-	-
Commercial Street Sidewalks (MARC Reimbursement)	-\$800,000	-	-	-	-
1st & Bridge Street Round-A-Bout (Engineering)	\$137,000				
1 <sup>st</sup> & Bridge St Round-A-Bout Construction (80% of Project Expense)	-	-	\$2,380,000	-	-
1 <sup>st</sup> & Bridge Street Round-A-Bout (MARC Reimbursement)	-	-	-\$1,900,000	-	-
Richardson St / 169 Signal (Engineering)	-	-	\$300,000	-	-
Richardson St / 169 Signal (Construction)	-	-	-	\$1,200,000	-
Richardson St / 169 Signal (Construction) MODOT 50% Cost Share	-	-	-	-\$600,000	-
Richardson St / 169 Signal (Construction) Developments Share	-	-	-	-\$200,000	-
180th & Eagle Round-A-Bout Construction (25% of Project Expense)	-	-	-	-	\$300,000
<b>Grand Total (Net Cost)</b>	<b>\$687,000</b>	<b>\$600,000</b>	<b>\$1,130,000</b>	<b>\$750,000</b>	<b>\$650,000</b>

Proposed FY2025 – Transportation Sales Tax Fund Five Year Projected Cashflow



Reimbursement line may include grants, Federal earmarks, and/or state reimbursements.

### Proposed Five Year CIP (FY2025 – FY2029) Capital Improvement Sales Tax Fund

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Annual Transfer to Debt Service	\$364,875	\$367,920	\$373,420	\$376,420	\$382,420
Riverwalk & Trail (Engineering)	\$150,000	-	-	-	-
2 <sup>nd</sup> Creek Sidewalks (Engineering)	\$100,000	-	-	-	-
Downtown Streetscape Phase III	\$1,828,000	-	-	-	-
Downtown Streetscape Phase III (MARC)	-\$1,488,000	-	-	-	-
1st & Bridge Street Round-A-Bout (80% of Engineering)	\$500,000	-	-	-	-
1st & Bridge Street Round-A-Bout (Engineering)	\$100,000	-	-	-	-
2 <sup>nd</sup> Creek Sidewalks (70% of Construction)	\$695,000	-	-	-	-
2 <sup>nd</sup> Creek Sidewalks (MARC Reimbursement)	-\$600,000	-	-	-	-
Riverwalk & Trail Construction (60% of Construction)	\$480,000	\$670,000	-	-	-
Riverwalk & Trail (MARC Reimbursement)	-\$480,000	-\$420,000	-	-	-
1 <sup>st</sup> & Bridge Street - Round-A-Bout (20% of Construction)	-	\$120,000	-	-	-
<b>Grand Total (Net Cost)</b>	<b>\$1,649,875</b>	<b>\$737,920</b>	<b>\$373,420</b>	<b>\$376,420</b>	<b>\$382,420</b>

### Continued

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Maple Lane Sidewalks (Engineering)	-	-	\$50,000	\$50,000	-
180 <sup>th</sup> & Eagle Parkway Round-A-Bout (Engineering)	-	-	-	\$250,000	-
Maple Lane Sidewalks (Construction)	-	-	-	-	\$600,000
Maple Lane Sidewalks (MARC Reimbursement)	-	-	-	-	-\$480,000
Pope Lane Round-a-Bout/Connection (80% of Engineering)	-	-	-	-	\$400,000
180 <sup>th</sup> & Eagle Parkway Round-A-Bout (75% of Construction)	-	-	-	-	\$1,000,000
180 <sup>th</sup> & Eagle Parkway Round-A-Bout (MARC Reimburse)	-	-	-	-	-\$700,000
<b>Grand Total (Net Cost)</b>	<b>\$1,549,875</b>	<b>\$737,920</b>	<b>\$423,420</b>	<b>\$676,420</b>	<b>\$1,202,420</b>

### Proposed FY2025 – Capital Improvement Sales Tax Fund Five Year Projected Cashflow

Reimbursement line may include grants, Federal earmarks, and/or state reimbursements.

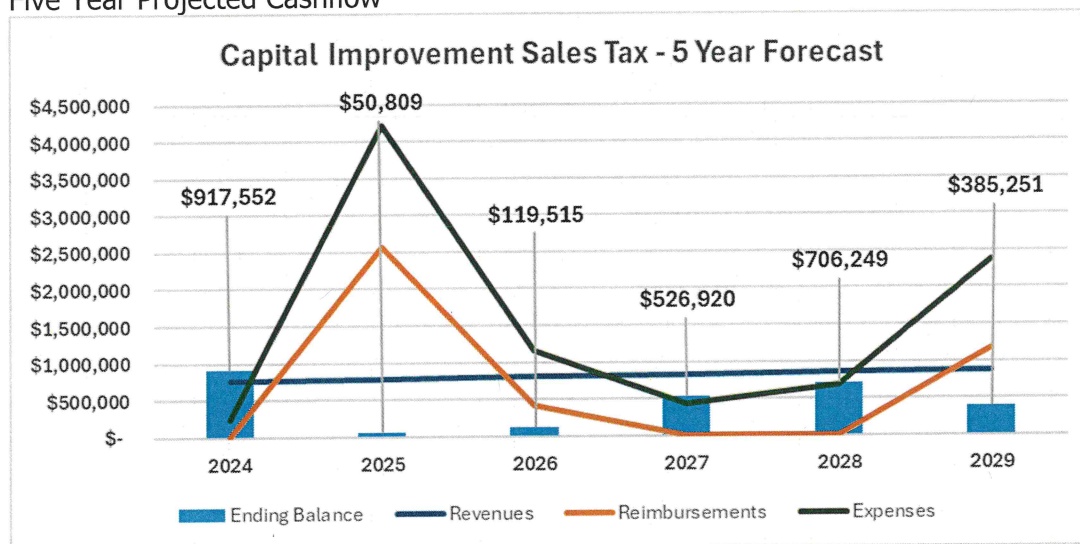
### Proposed Five Year CIP (FY2025 – FY2029) Parks and Stormwater Sales Tax Fund

Park and Stormwater Sales Tax Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
OK Railroad Trail - Phase I (Construction)	\$281,000	-	-	-	-
OK Railroad Trail - Phase I (Grant)	-\$184,000	-	-	-	-
Dundee Road Stormwater Improvements (Engineering)	\$50,000	-	-	-	-
Dundee Road Stormwater Improvements (Construction)	\$150,000	-	-	-	-
Riverwalk & Trail Construction (30% of Construction)	\$600,000	-	-	-	-
<b>Grand Total (Net Cost)</b>	<b>\$897,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Continued

Park and Stormwater Sales Tax Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Forest Oaks Stormwater Improvements (Engineering)	-	\$50,000	-	-	-
Forest Oaks Stormwater Improvements (Construction)	-	\$300,000	-	-	-
Cedar Lakes Stormwater Improvements (Engineering)	-	-	\$25,000	-	-
Cedar Lakes Stormwater Improvements (Construction)	-	-	\$100,000	-	-
Smith's Fork Park Complex (Engineering & Design)	-	-	\$640,000	-	-
Maple Lane Stormwater Improvements (Engineering)	-	-	-	\$50,000	-
Maple Lane Stormwater Improvements (Construction)	-	-	-	\$250,000	-
Smith's Fork Park Complex (Construction, Phase I)	-	-	-	\$2,240,000	-
<b>Grand Total (Net Cost)</b>	<b>\$897,000</b>	<b>\$350,000</b>	<b>\$765,000</b>	<b>\$2,540,000</b>	<b>\$0</b>

Proposed FY2025 – Parks and Stormwater Sales Tax Fund  
Five Year Projected Cashflow



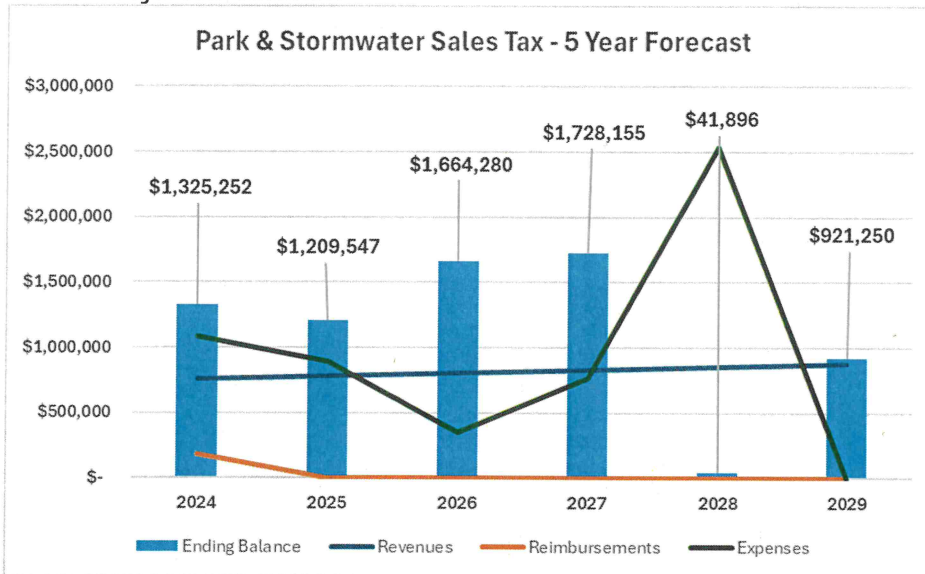
Proposed Five Year CIP (FY2025 – FY2029)  
Parks and Stormwater Sales Tax Fund

Park and Stormwater Sales Tax Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
OK Railroad Trail - Phase I (Construction)	\$281,000	-	-	-	-
OK Railroad Trail - Phase I (Grant)	-\$184,000	-	-	-	-
Dundee Road Stormwater Improvements (Engineering)	\$50,000	-	-	-	-
Dundee Road Stormwater Improvements (Construction)	\$150,000	-	-	-	-
Riverwalk & Trail Construction (30% of Construction)	\$600,000	-	-	-	-
<b>Grand Total (Net Cost)</b>	<b>\$897,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Proposed Five Year CIP (FY2025 – FY2029)  
Parks and Stormwater Sales Tax Fund - continued

Park and Stormwater Sales Tax Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Forest Oaks Stormwater Improvements (Engineering)	-	\$50,000	-	-	-
Forest Oaks Stormwater Improvements (Construction)	-	\$300,000	-	-	-
Cedar Lakes Stormwater Improvements (Engineering)	-	-	\$25,000	-	-
Cedar Lakes Stormwater Improvements (Construction)	-	-	\$100,000	-	-
Smith's Fork Park Complex (Engineering & Design)	-	-	\$640,000	-	-
Maple Lane Stormwater Improvements (Engineering)	-	-	-	\$50,000	-
Maple Lane Stormwater Improvements (Construction)	-	-	-	\$250,000	-
Smith's Fork Park Complex (Construction, Phase I)	-	-	-	\$2,240,000	-
<b>Grand Total (Net Cost)</b>	<b>\$897,000</b>	<b>\$350,000</b>	<b>\$765,000</b>	<b>\$2,540,000</b>	<b>\$0</b>

Proposed FY2025 – Park & Stormwater Sales Tax Fund  
5 Year Projected Cashflow



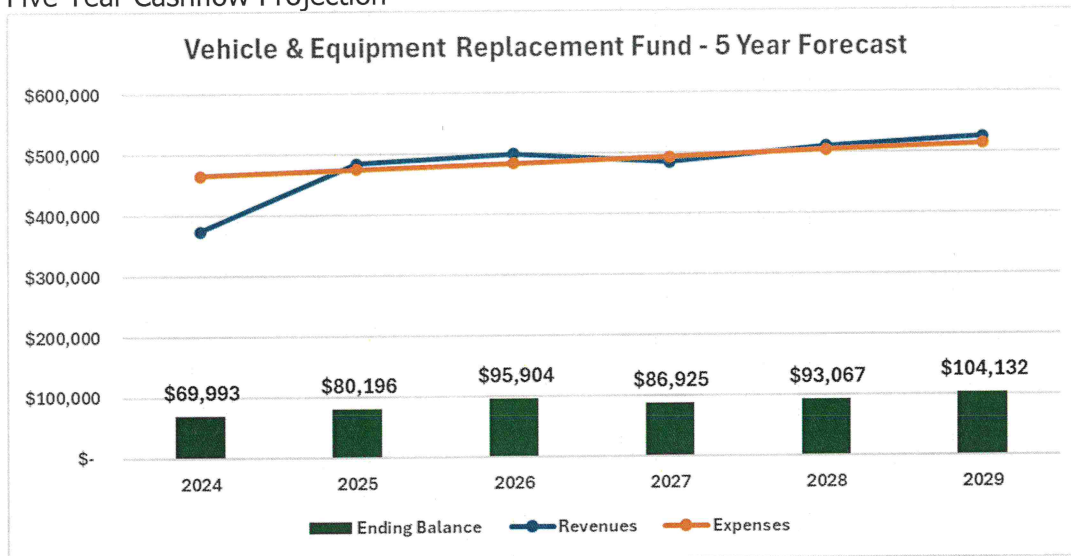
Reimbursement line may include grants, Federal earmarks, and / or state reimbursements.

\* Increases in fund balance is for Smith's Fork Park Complex, currently project in FY2028.

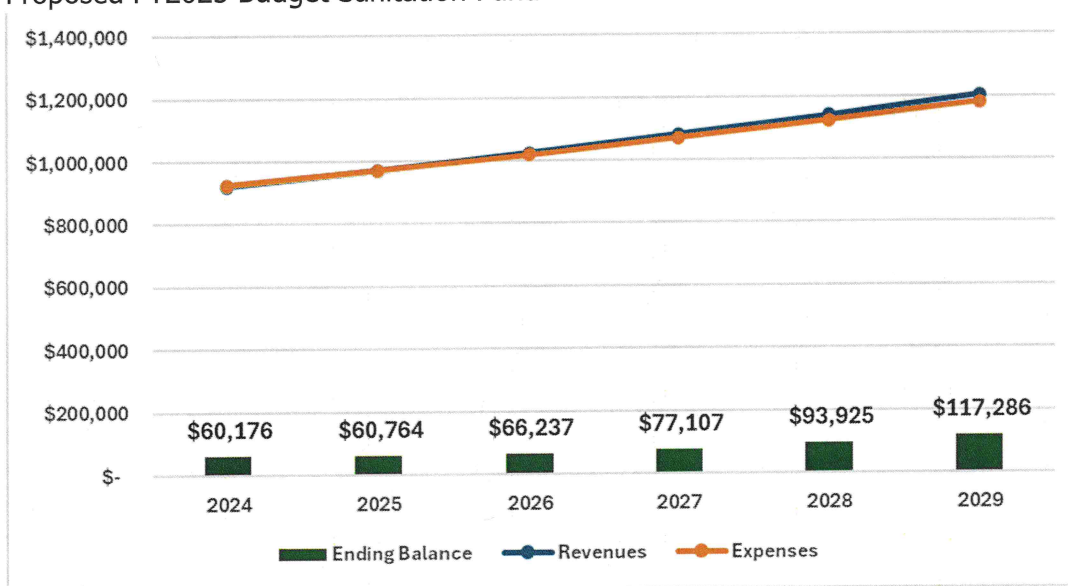
Proposed FY2025 Budget Vehicle and Equipment Replacement Fund (VERF)

- The City of Smithville is currently leasing 38 vehicles from Enterprise.
- Staff has begun monitoring the reduction in maintenance costs associated with patrol vehicle repair, as well as the overall impact pre and post Enterprise.
- The general fund and utilities fund will be transferring more financial resources into the VERF in the next five years to offset costs associated with rising vehicle lease expenses.

## Vehicle and Equipment Replacement Fund (VERF) Five Year Cashflow Projection



## Proposed FY2025 Budget Sanitation Fund



## Summary of the Sanitation Fund

- As of July 2024, the City of Smithville contracts with GFL to service just over 3,152 regular trash accounts and service just over 552 senior rate trash accounts (available for account holders ages 65 and older). Senior rate trash accounts make up nearly 15% of total accounts.
- GFL will increase the regular (non-senior) City contracted trash rates by 3.66%.
- Monthly trash rate to increase by 4.5% from \$20.16 per month to \$21.07 per month.
- The senior trash rate will have a discount of 15% of regular monthly trash rate (\$17.91).

Alderman Russell asked with the GFL increase of 3.66% and the total increase being 4.5% what does the .84% difference go towards.

Rick noted that in in FY2024 the discount senior rate did not get reflected in the GFL contract and brought down the fund balance, so that difference will bring the fund balance back up. Rick explained that we have to pay GFL even if someone does not pay their utility bill so that fund balance needs to be roughly \$70,000 to \$80,000 to be comfortable. Anything above that amount will go towards extra trash and recycling events for the City.

Alderman Russell asked if the Household Hazardous Waste event comes out of it.

Rick said that it is part of it.

Cynthia noted that with the trash billing we have a fluctuation in the customer numbers and need to ensure that we have funds available in the fund balance incase people pay their bills late we have the revenue to be able to pay for the services.

#### Proposed FY2025 – FY2029 Five Year CIP All Funds Total

Capital Improvement Projects - All Funds	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
General Fund	\$0	\$550,000	\$100,000	\$100,000	\$100,000
Combined Water & Wastewater Fund - Non Impact Projects	\$4,260,000	\$4,195,000	\$7,800,000	\$2,000,000	\$12,500,000
Combined Water & Wastewater Fund - Water Impact Projects	\$0	\$700,000	\$0	\$0	\$0
Combined Water & Wastewater Fund - Wastewater Impact Projects	\$0	\$0	\$1,150,000	\$0	\$0
Transportation Sales Tax Fund	\$687,000	\$600,000	\$1,130,000	\$750,000	\$650,000
Capital Improvement Sales Tax Fund	\$1,649,875	\$737,920	\$423,420	\$676,420	\$1,202,420
Parks & Stormwater Sales Tax Fund	\$897,000	\$350,000	\$765,000	\$2,540,000	\$0
<b>Grand Total</b>	<b>\$7,493,875</b>	<b>\$7,132,920</b>	<b>\$11,368,420</b>	<b>\$6,066,420</b>	<b>\$14,452,420</b>

<b>5 Year Grand Total for All Funds:</b>	<b>\$46,514,055</b>
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#### Proposed FY2025 – All Funds Summary

	2025 Projected Beginning Balance	2025 Proposed Revenues	2025 Proposed Expenditures	2025 Projected Ending Balance
General Fund	3,219,449	6,696,827	7,520,757	2,395,519
Capital Improvement Sales Tax Fund	917,552	3,351,132	4,117,875	150,809
Capital Projects Fund	110,625	12,100	-	122,725
Combined Water/Wastewater Fund	7,271,428	7,143,660	10,276,241	4,138,847
Debt Service Fund	267,740	354,000	354,000	267,740
Park and Stormwater Sales Tax Fund	1,325,252	781,294	897,000	1,209,546
Sanitation Fund	60,176	971,205	970,617	60,764
Special Allocation Fund	2,556,132	856,224	1,136,542	2,275,814
Commons CID Fund	242,632	324,559	362,752	204,439
Transportation Sales Tax Fund	486,707	1,718,624	1,750,000	455,331
Vehicle and Equipment Replacement Fund	69,993	469,000	474,794	64,199
Donation Fund	23,550	14,950	-	38,500
Judicial Education Fund	2,645	-	975	1,670
Technology Upgrade Fund	-	-	-	-
DWI Recovery Fund	13,699	3,650	800	16,549
Police Training Fund	12,333	1,300	3,450	10,183
<b>Grand Total</b>	<b>\$ 16,579,914</b>	<b>\$ 22,698,525</b>	<b>\$ 27,865,803</b>	<b>\$ 11,412,636</b>

The FY2025 Proposed Budget features 16 Budgeted Funds totaling \$22.7 million in revenues and just over \$27.9 million in expenditures.

**FY2025 Budget Process Schedule**

- FY2025 Operating Budget and 5 Year CIP Review: 2<sup>nd</sup> Discussion (September 24)
- FY2025 Operating Budget on 1<sup>st</sup> Reading (October 1)
- Public Hearing for Sewer Rates as Required by Missouri State Statute (October 15)
- Adopt Water & Wastewater Utility Rates by Board Resolution (October 15)
- Adopt the FY2025 Operating and Capital Budget on 2<sup>nd</sup> Reading (October 15)

Cynthia thanked staff and the Board for all of the time taken to put this together.

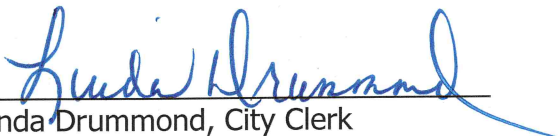
Alderman Russell asked about \$200,000 that was budgeted for redoing a couple of plans.

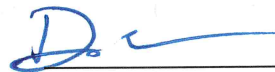
Chuck Soules, Public Works Director, explained that it was for the water and wastewater facility plans, but we took water out. The wastewater facility plan is still in the budget and is on the agenda for approval this evening.

**5. Adjourn**

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 6:46 p.m.

  
Linda Drummond, City Clerk

  
Damien Boley, Mayor