



City of Smithville, Missouri

Board of Aldermen - Work Session Agenda

Tuesday, March 19, 2024

6:00 p.m. – City Hall Council Chambers and Via Videoconference

Anyone who wishes to view the meeting may do so in real time as it will be streamed live on the City's FaceBook page.

For Public Comment via Zoom, please email your request to the City Clerk at ldrummond@smithvillemo.org prior to the meeting to be sent the meeting Zoom link.

- 1. Call to Order**
- 2. Continued Discussion of 3-Month FY2024 Budget Update:
Utility, Capital Improvements and Special Funds**
- 3. Discussion of Downtown Parade Rules and Regulations**
- 4. Adjourn**

Join Zoom Meeting
<https://us02web.zoom.us/j/87296470522>

Meeting ID: 872 9647 0522
Passcode: **248585**



**STAFF****REPORT****Date:**

March 19, 2024

Prepared By:

Rick Welch, Finance Director

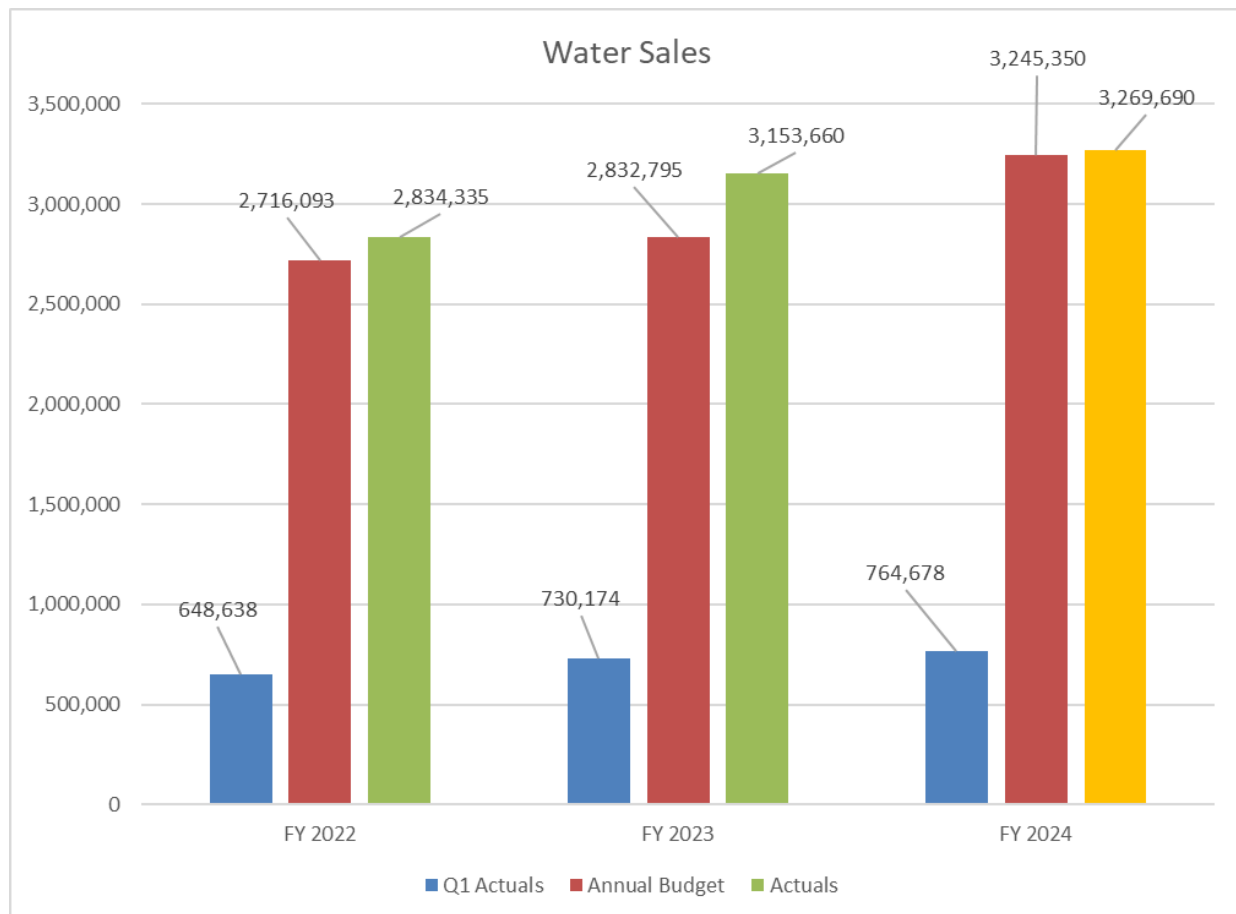
Subject:FY2024 1st Quarter Fiscal Update – All Other Funds**Department:**

Finance

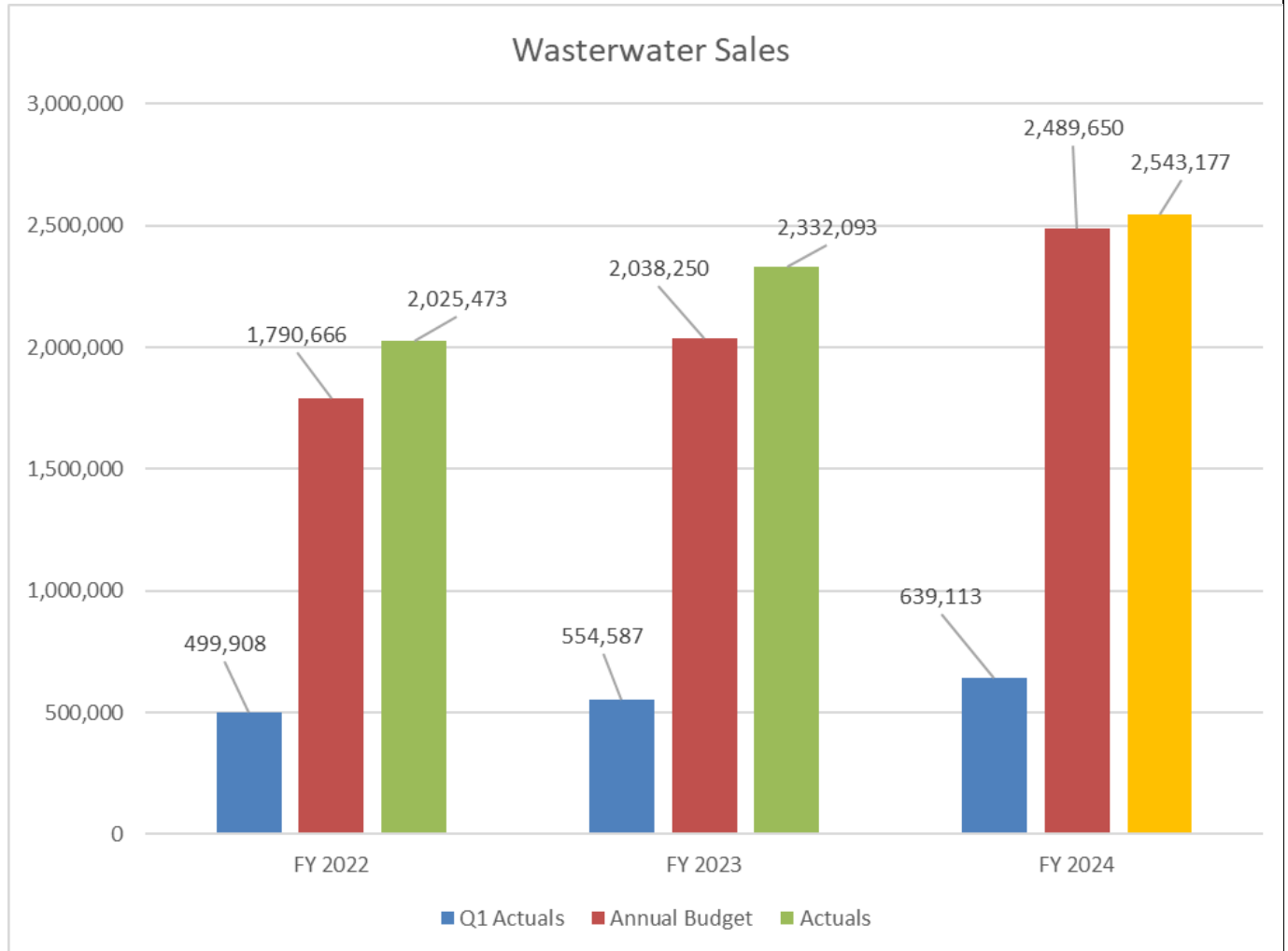
FY2024 – Quarter 1 All Funds Update

Combined Water and Wastewater Fund accounts for revenues and expenditures related to water and wastewater operations in the City. Nearly 90% of CWWS fund revenues are provided from charges for services, such as the sale of water and wastewater to utility customers. These resources fund expenses related to daily utility operations (repair and maintenance of water lines, sewer lines, lift stations, and pump stations), capital improvement projects, debt payments (principal and interest), and other one-time expenses.

Water sales in the CWWS fund through 1st Quarter 2024:



Wastewater sales in the CWWS fund through 1st Quarter 2024:



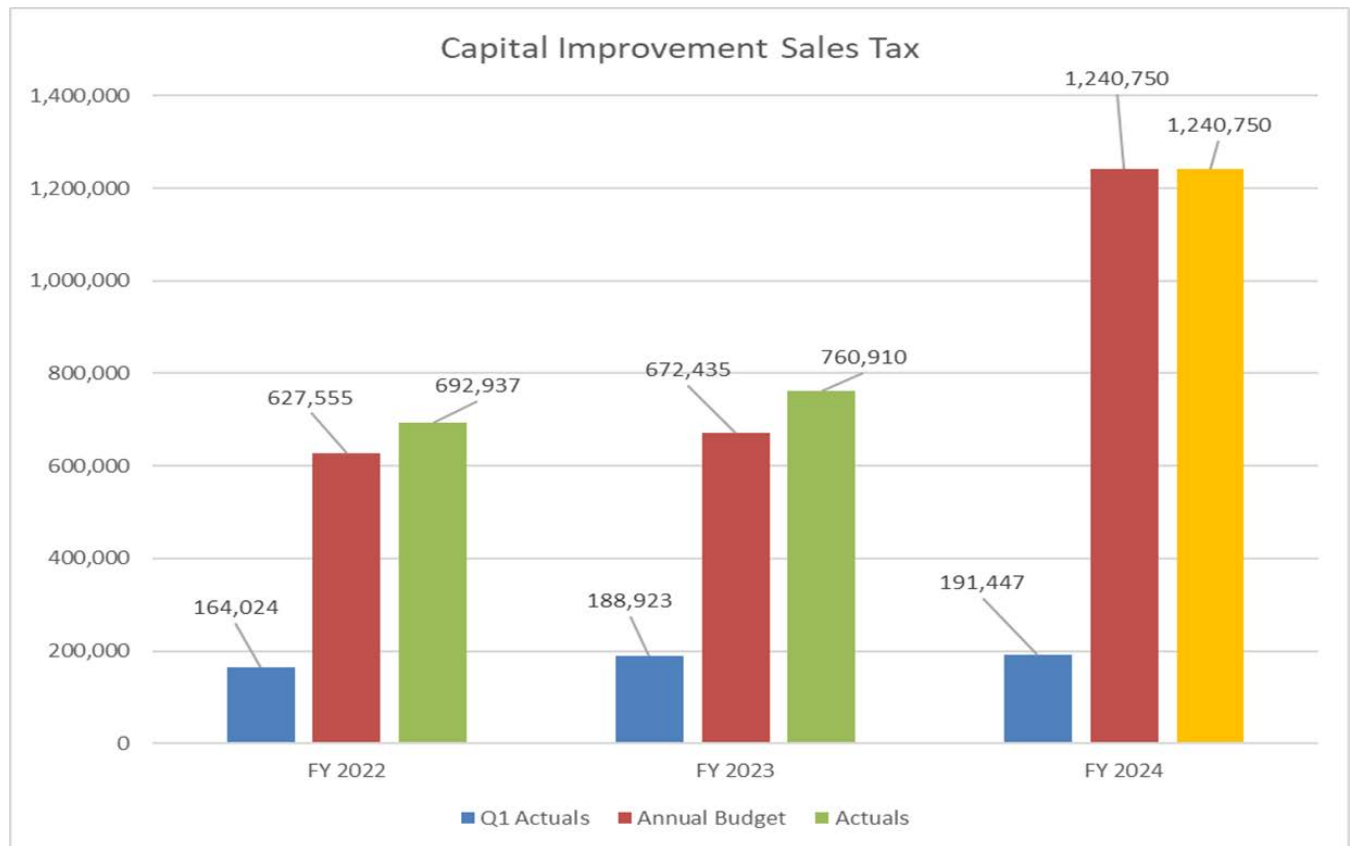
Projects funded by CWWS in 2024:

CWWS Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status	Cost
Complete Auth 94 - West Bypass of 144th St Lift Station	Engineering	987	HDR Engineering	In progress	346,050
2024 Sewer Rehabilitation Program	Maintenance	1300	SAK	In progress	150,000
Complete Auth 92 - Smith's Fork Pump Station	Engineering	1197	HDR Engineering	In progress	127,800
Complete Auth 99 - WTP Improvements / Residuals	Engineering	1208	HDR Engineering	In progress	255,730
Complete Auth 97 - River Cross / Maple Ln Waterline	Engineering	1138	HDR Engineering	In progress	167,560
Complete Auth 98 - Owens Branch Sanitary Sewer	Engineering	1176	HDR Engineering	In progress	315,500
West Bypass of the 144th Street Lift Station	Construction	Upcoming	TBD	ROW acquisition	1,800,000
144 th Street Lift Station	Construction	Upcoming	TBD	ROW acquisition	2,500,000
Est. Remaining Contract - Smith's Fork Force Main	Engineering	1197	TBD	Engineering	127,800
Maple Lane & River Crossing (12" Waterline)	Construction	Upcoming	TBD	In design	1,400,000
Headworks Bar Screen	Construction	1309	Ross Construction	Bid Awarded	168,800
Authorization 101 - Stonebridge Lift Station	Engineering	1258	HDR Engineering	In progress	272,260
Stonebridge Lift Station (SSD Cost Sharing)	Construction	Upcoming	TBD	In progress	1,750,000
Lagoon Cleaning & Liner Repair	Construction	1299	Richardson Construction Co.	Bid Awarded	150,000
Water Plant Improvements	Construction	1325	Ross Construction	Award Bid 3/5	1,463,000
1st and Bridge Street Watermain Improvements	Construction	1326	Engeman	Award Bid 3/5	117,000

CWWS fund status:

	Actual FY 2023	Budgeted FY 2024	Projected FY 2024
Beginning Fund Balance	\$ 6,854,956	\$ 6,320,737	\$ 6,320,737
Total Revenues	\$ 6,104,757	\$ 10,683,600	\$ 13,106,077
Total Expenses	\$ 6,638,976	\$ 15,704,620	\$ 15,905,452
Net Change in Fund Balance	\$ (534,219)	\$ (5,021,020)	\$ (2,799,375)
Ending Fund Balance	\$ 6,320,737	\$ 1,299,717	\$ 3,521,362

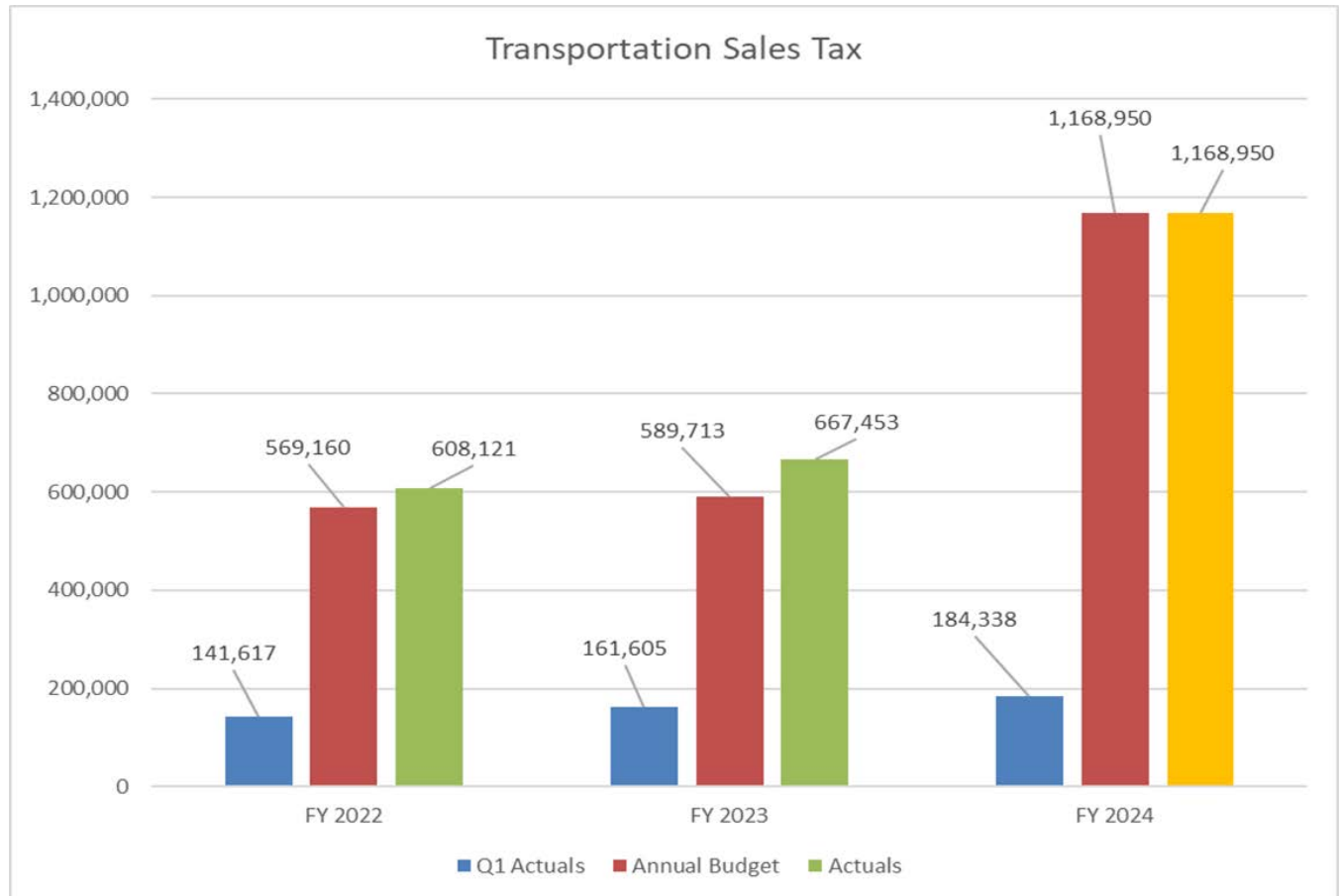
Capital Improvement Sales Tax Fund accounts for a voter approved 1/2-cent sales tax and has the purpose of funding, financing, operating and maintaining capital improvements. This sales tax went into effect October 1, 2018, and expires December 31, 2038. Capital Improvement Sales Tax funds are obligated for transfer to the Debt Service Fund to provide support for debt service principal and interest payments.



Projects funded by CIST in 2024:

CIST Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status	Cost
Downtown Streetscape Phase III (grant for \$1,488,000)	Construction	Upcoming	TBD	Finalizing Design	1,800,000
Riverwalk Park & Trail	Engineering	1321	GBA	In Progress	149,376
2nd Creek Sidewalks	Engineering	1321	GBA	In Progress	242,098
1st Street and Bridge Round-A-Bout (grant for \$900,000)	Engineering	Upcoming	To Be Decided	Need More Funding	250,000

Transportation Sales Tax Fund accounts for a voter approved 1/2-cent sales tax which was approved in July 1989 and has no expiration date. Expenditures are limited by state statute to the construction, reconstruction, repair, and maintenance of streets, roads, sidewalks, trails, community-owned parking lots, and bridges within the city.



Projects funded by TST in 2024:

TST Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status	Cost
Annual Asphalt Overlay Program	Construction	1323	Asphaltic Surfaces	Awarded	262,573
Annual Sidewalk Replacement Program	Construction	Upcoming	KC Concrete	Awarded	25,000
Commercial Street Sidewalks (grant for \$960,000)	Construction	Upcoming	To Be Decided	Awaiting Bids	1,200,000

Parks & Stormwater Sales Tax Fund accounts for a voter approved 1/2-cent sales tax which became effective October 1, 2020, and expires on September 30, 2040. The sales tax may be used for the purpose of operating, maintaining, funding, and/or financing parks and recreation needs and stormwater control.

Parks & Stormwater Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$933,750	\$933,750	\$190,881	20.4%

- The City, on average in the past year 3 years, receives **20.94%** of park and stormwater sales tax annual revenue by the 1st quarter of the fiscal year.

Parks & Stormwater Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Expended of Budget
Expenditures	\$1,021,000	\$1,021,000	\$344,468	33.7%

Projects funded by PST in 2024:

PST Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status	Cost
The "OK Railroad" Trail (grant for \$184,600)	In house	Upcoming	To be bid in 2025	Awaiting Bids	400,000
Emerald Ridge Neighborhood Park & Signage	Construction	Upcoming	To Be Decided	Awaiting Bids	450,000
Stonebridge Stormwater Improvements	Construction	Upcoming	To Be Decided	Awarded	150,000
Stonebridge Stormwater Improvements	Engineering	1304	GBA	Awarded	70,033

Solid Waste Fund accounts for payments from the city to the city's trash and recycling provider as well as the management of the annual Household Hazardous Waste program. The city currently contracts with GFL (Green For Life) for trash, recycling, and bulky item pick-up services. The fund works as a simple "pass through" fund as all revenues received in the form of customer charges offset the city's payments to GFL.

Solid Waste Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$938,757	\$938,757	\$227,461	24.2%

- The City, on average in the past 3 years, receives **24.55%** of solid waste annual revenue by the 1st quarter of the fiscal year.

Solid Waste Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Expended of Budget
Expenditures	\$931,805	\$931,805	\$236,610	25.4%

- 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 Solid Waste Fund.

Vehicle and Replacement Fund accounts for expenses related to the management of the city's vehicle fleet.

VERF	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$374,398	\$374,398	\$253,100	67.6%

- The VERF received a \$249,000 transfer for annual operational support in Q1 of 2024.

VERF	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Expended of Budget
Expenditures	\$423,547	\$423,547	\$103,486	24.4%

- The city is currently leasing 38 vehicles with Enterprise Fleet Management.

Debt Service Fund accounts for the accumulation of resources for, and the payment of long-term debt principal and interest issued by the City. The Debt Service Fund carries an informal reserve which is intended to be sufficient to cover the first debt service payments of a fiscal year without the need for additional cash transfers.

Debt Service	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Revenues	\$357,830	\$357,830	\$0	0.0%

- Series 2018 and Series 2019 debt issuance

Debt Service	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Expended
Expenditures	\$351,333	\$351,333	\$0	0.0%

- General Obligation scheduled debt payments (for Series 2018 and Series 2019 issuances) have been paid in February 2024.

Other funds.

Commons CID Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$396,592	\$396,592	\$66,245	16.7%
Expenditures	\$413,916	\$413,916	\$46,942	11.3%

1% CID Sales/Use tax revenue from Smithville Commons CID

Special Allocation Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$868,446	\$868,446	\$556,031	64.0%
Expenditures	\$1,179,800	\$1,179,800	\$513,290	43.5%

Smithville Marketplace TIF property tax and TIF EATS

Capital Improvement Projects	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$40,000	\$40,000	\$0	0.0%
Expenditures	\$0	\$0	\$0	0.0%

Funding, financing, and operating capital improvements

Donation Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$21,000	\$21,000	\$600	2.9%
Expenditures	\$15,000	\$15,000	\$0	0.0%

Financial donations used for city wide purposes

Other Funds continued.

Police Training Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$3,000	\$3,000	\$508	16.9%
Expenditures	\$5,000	\$5,000	\$1,580	31.6%

Provide assistance to Smithville law enforcement training

Police DWI Recovery Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$4,000	\$4,000	\$0	0.0%
Expenditures	\$5,000	\$5,000	\$0	0.0%

DWI / Alcohol education and enforcement

Technology Upgrade Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Expended of Budget
Expenditures	\$632	\$632	\$0	0.0%

Funding for city wide technology upgrades

Judicial Education Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Expended of Budget
Expenditures	\$3,447	\$3,447	\$0	0.0%

Education and training of court personnel

Conclusion – All Other Funds

Combined Water and Wastewater Fund

- Revenue is trending slightly above budget.
- Expense projection was increased for Budget Amendment #2, which all expenses will be absorbed by the fund.
- \$4,350,000 COP budgeted in CWWS fund, plus an additional \$2,344,610 for a total of \$6,694,610.

All Other Funds

- All other funds are performing as intended with no changes in budgeted amounts.



**FYE 2024 Budget
1st Quarter Financial Update
All Other Funds
BOA Work Session
March 19, 2024**

FY2024 Budget Comments



- FY 2024 amendments approved by the Board:
 - **Budget Amendment #1:** On November 20, 2023, \$732,000 of expenditures to the CWWS Fund. Expenditures are:
 - \$155,000 4th Street and 4th Terrace stormwater improvements
 - \$305,000 Quincy Boulevard stormwater improvements
 - \$200,000 Raw Water Pump Station construction
 - \$72,000 Playground Resurfacing at Smith's Fork Park and Heritage Park
 - **Budget Amendment #2:** On March 5, 2024, \$200,831.87 of expenditures to the CWWS fund. Expenditures are:
 - \$116,713.60 First and Bridge Street Waterline Improvement
 - \$28,000 manhole replacement on Maple Street
 - \$29,796.27 final cost of motive pump maintenance
 - \$26,322 waterline under 147th Street
- \$4,350,000 COP budgeted in CWWS fund, plus an additional \$2,344,610 for a total of \$6,694,610. Resolution 1307, go to market.

General Fund Review



General Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Revenues	\$6,266,986	\$6,473,346	\$2,793,178	44.6%

- The addition of February to 1st Quarter results did not justify a change in projections.

General Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Expended
Expenditures	\$7,100,790	\$7,145,855	\$2,580,147	36.3%

GF Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status	Cost
Annual Wayfinding Signage Installation	Construction	Upcoming	City Staff	In Progress	100,000
Quincy Boulevard Improvements	Construction	1221	Amino Brothers	In Progress	1,570,000
4 th St & 4 th Terr Improvement	Construction	1199	Menke	In Progress	1,071,530

Combined Water & Wastewater Fund



CWWS Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Revenues	\$10,683,600	\$13,106,077	\$1,453,220	13.6%

- Projection includes increased water and wastewater sales and anticipated additional COP proceeds totaling **\$6,694,610** for 144th Street Lift Station and West Bypass of the 144th Street Lift Station and Stonebridge.

CWWS Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Expended
Expenditures	\$15,704,620	\$15,905,452	\$923,694	5.9%

Water & Wastewater Sales Revenue



City Water Tower

CWWS Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Water Sales	\$3,245,350	\$3,269,690	\$764,678	23.6%

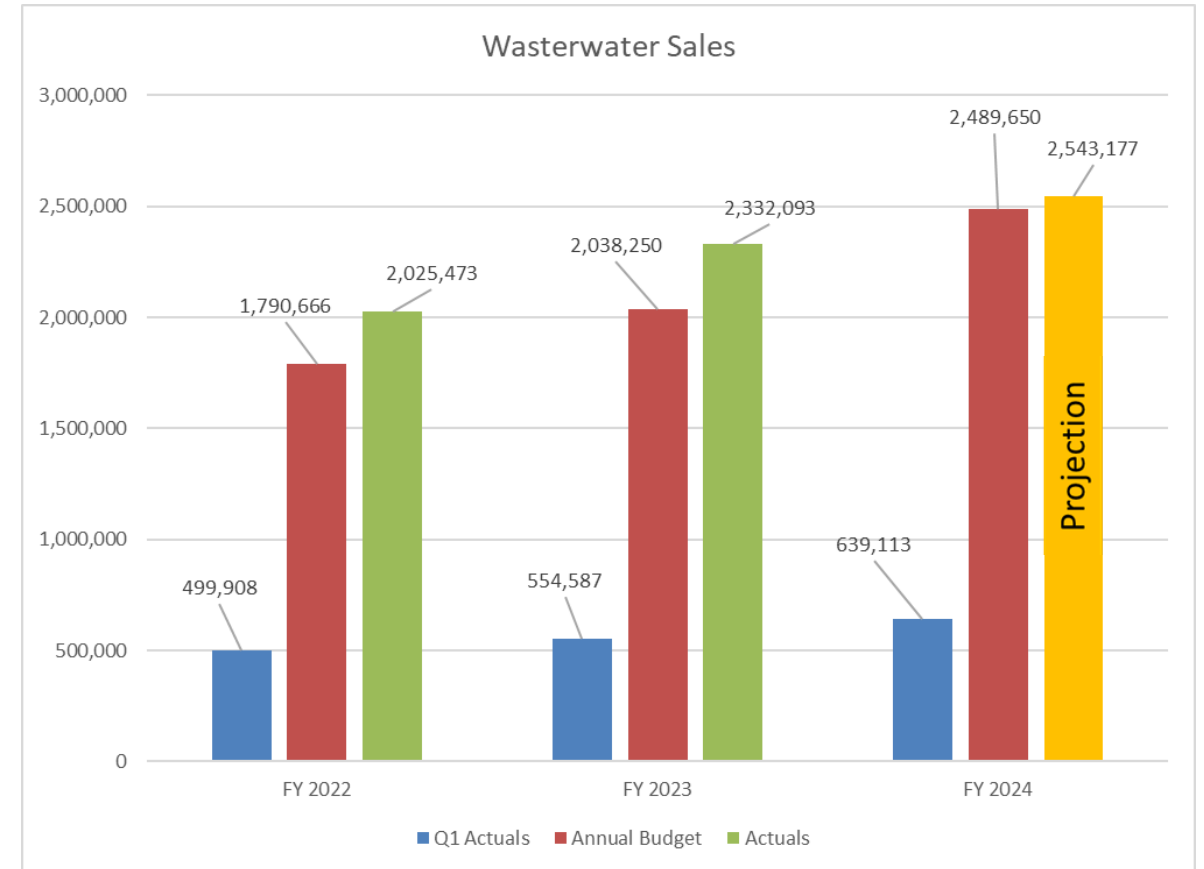
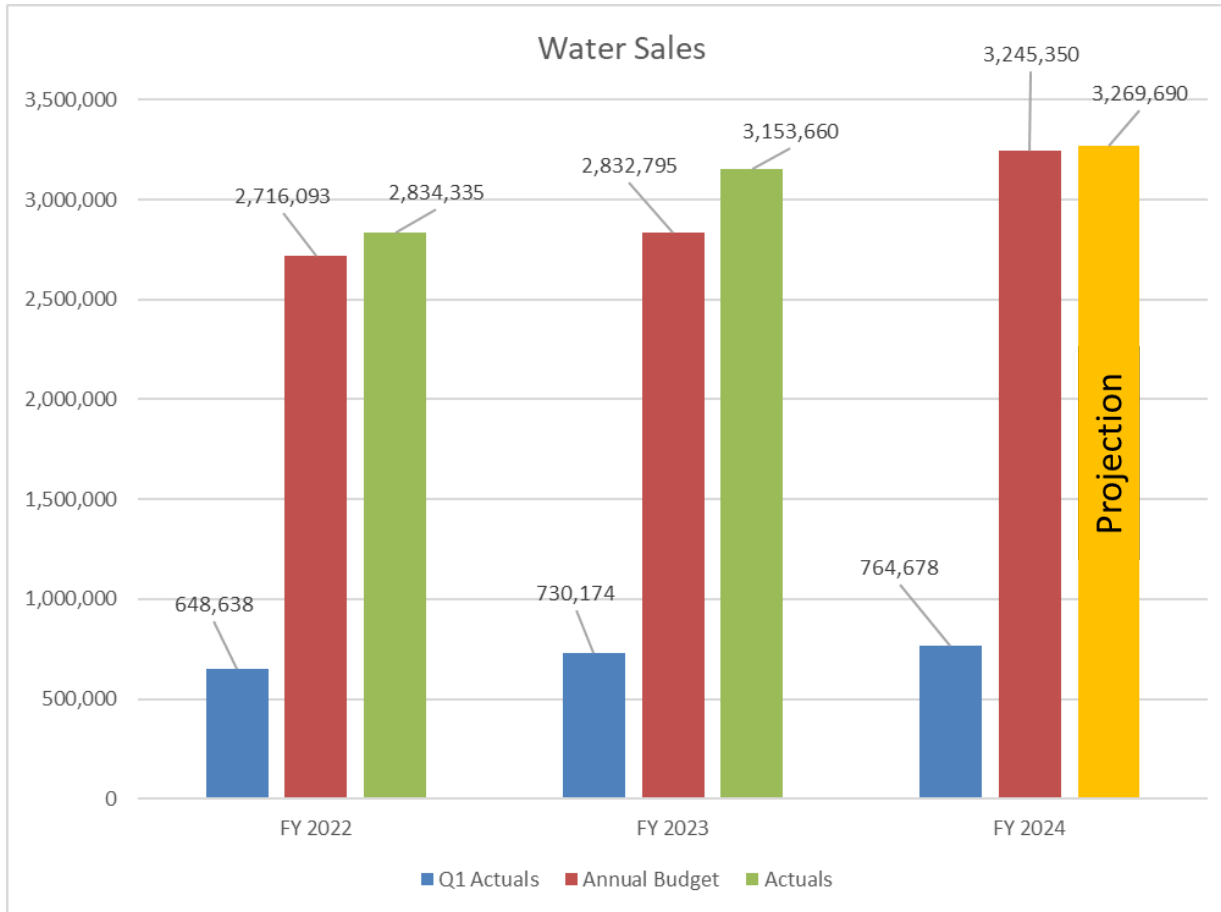
- The City, on average in the past 3 years, receives **22.85%** of water sales annual revenue by the 1st quarter of the fiscal year.

CWWS Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Wastewater Sales	\$2,489,650	\$2,543,177	\$639,113	25.7%

- The City, on average in the past 3 years, receives **23.55%** of wastewater sales annual revenue by 1st quarter of the fiscal year.

Water & Wastewater Sales Revenue

3 Year History of Q1



2024 Capital & Maintenance Program – CWSWS Fund



Aerobic Digester Improvements

CWSWS Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status	Cost
Complete Auth 94 - West Bypass of 144th St Lift Station	Engineering	987	HDR Engineering	In progress	346,050
2024 Sewer Rehabilitation Program	Maintenance	1300	SAK	In progress	150,000
Complete Auth 92 - Smith's Fork Pump Station	Engineering	1197	HDR Engineering	In progress	127,800
Complete Auth 99 - WTP Improvements / Residuals	Engineering	1208	HDR Engineering	In progress	255,730
Complete Auth 97 - River Cross / Maple Ln Waterline	Engineering	1138	HDR Engineering	In progress	167,560
Complete Auth 98 - Owens Branch Sanitary Sewer	Engineering	1176	HDR Engineering	In progress	315,500
West Bypass of the 144th Street Lift Station	Construction	Upcoming	TBD	ROW acquisition	1,800,000
144 th Street Lift Station	Construction	Upcoming	TBD	ROW acquisition	2,500,000
Est. Remaining Contract - Smith's Fork Force Main	Engineering	1197	TBD	Engineering	127,800
Maple Lane & River Crossing (12" Waterline)	Construction	Upcoming	TBD	In design	1,400,000
Headworks Bar Screen	Construction	1309	Ross Construction	Bid Awarded	168,800
Authorization 101 - Stonebridge Lift Station	Engineering	1258	HDR Engineering	In progress	272,260
Stonebridge Lift Station (SSD Cost Sharing)	Construction	Upcoming	TBD	In progress	1,750,000
Lagoon Cleaning & Liner Repair	Construction	1299	Richardson Construction Co.	Bid Awarded	150,000
Water Plant Improvements	Construction	1325	Ross Construction	Award Bid 3/5	1,463,000
1st and Bridge Street Watermain Improvements	Construction	1326	Engeman	Award Bid 3/5	117,000

CWWS Fund – Bottom Line

	Actual FY 2023	Budgeted FY 2024	Projected FY 2024
Beginning Fund Balance	\$ 6,854,956	\$ 6,320,737	\$ 6,320,737
Total Revenues	\$ 6,104,757	\$ 10,683,600	\$ 13,106,077
Total Expenses	\$ 6,638,976	\$ 15,704,620	\$ 15,905,452
Net Change in Fund Balance	\$ (534,219)	\$ (5,021,020)	\$ (2,799,375)
Ending Fund Balance	\$ 6,320,737	\$ 1,299,717	\$ 3,521,362

Capital Improvement Sales Tax Fund



Streetscape Phase III – Conceptual Design

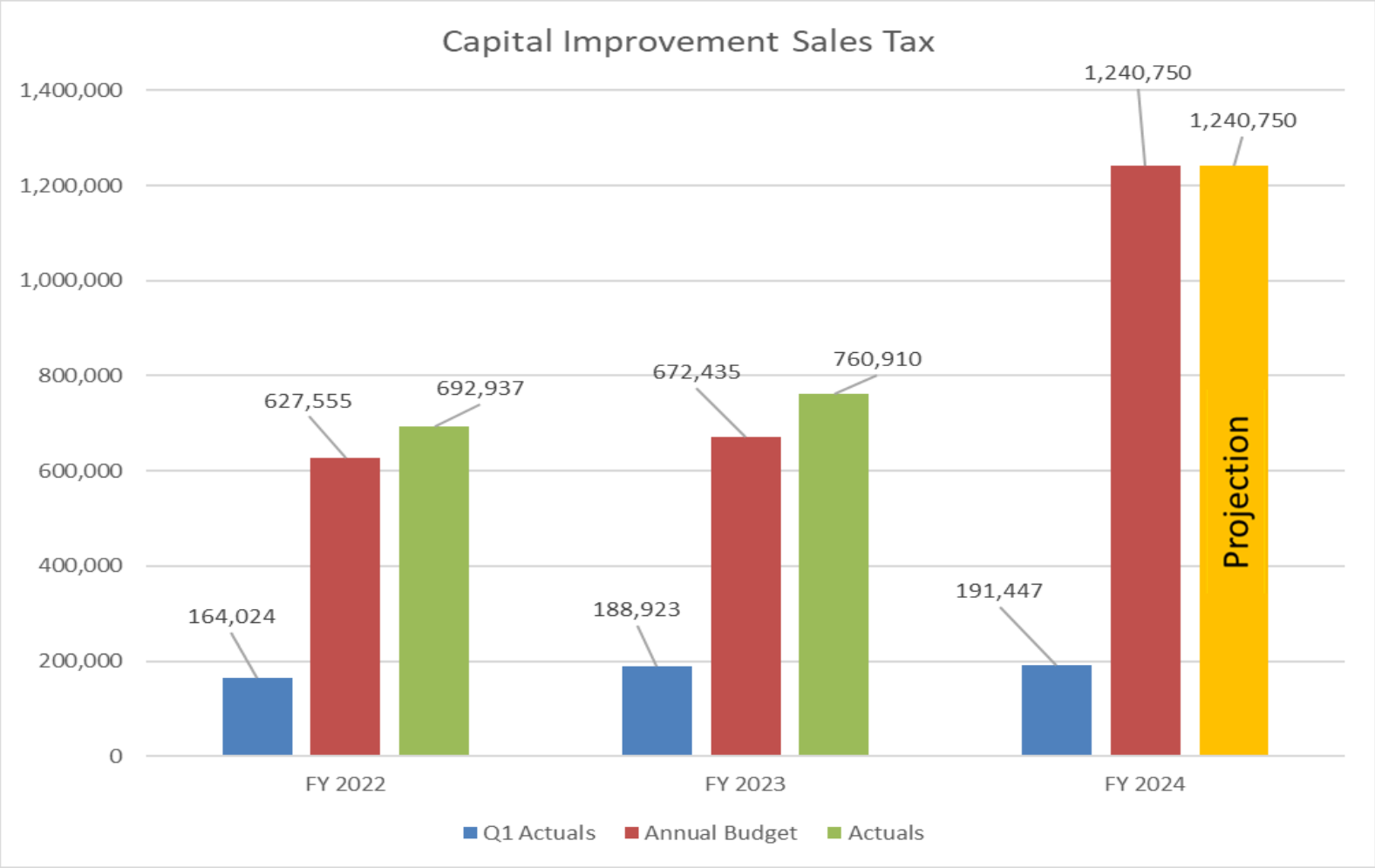
Capital Improvement Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
All Revenues	\$1,240,750	\$1,240,750	\$191,447	15.4%

- The City, on average in the past year 3 years, receives **10.5%** 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. Approximately \$1 million grant received for additional cost to complete

Capital Improvement Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Expended
All Expenditures	\$1,906,340	\$1,906,340	\$31,190	1.6%

CIST Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status	Cost
Downtown Streetscape Phase III (grant for \$1,488,000)	Construction	Upcoming	TBD	Finalizing Design	1,800,000
Riverwalk Park & Trail	Engineering	1321	GBA	In Progress	149,376
2nd Creek Sidewalks	Engineering	1321	GBA	In Progress	242,098
1st Street and Bridge Round-A-Bout (grant for \$900,000)	Engineering	Upcoming	To Be Decided	Need More Funding	250,000

Capital Improvement Sales Tax Revenue - 3 Year Trend History



Transportation Sales Tax Fund



Public Works Street Department Team

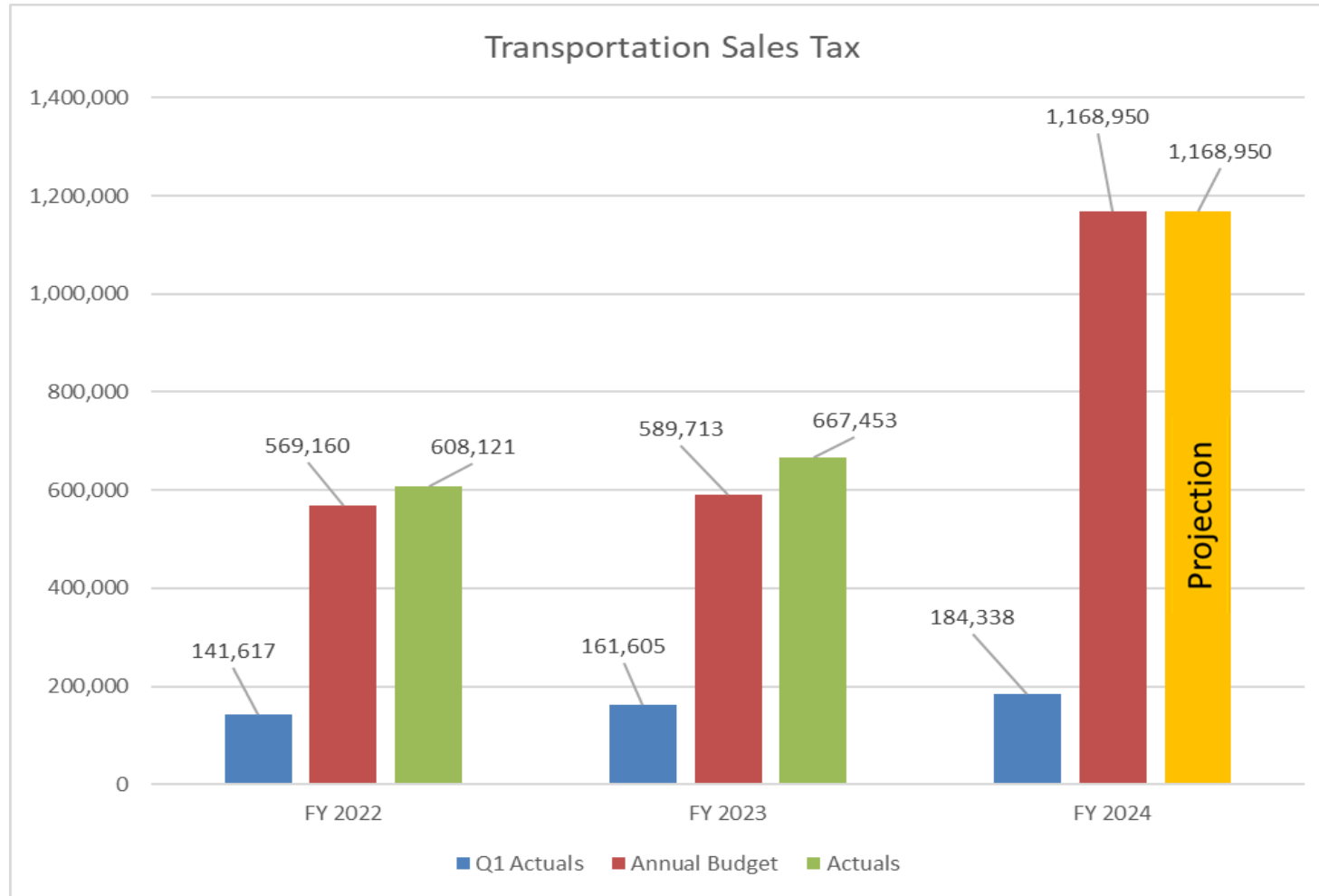
Transportation Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Revenues	\$1,168,950	\$1,168,950	\$184,338	15.8%

- The City, on average in the past 3 years, receives **24.27%** of transportation sales tax annual revenue by the 1st quarter of the fiscal year.

Transportation Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Expended
Expenditures	\$1,699,140	\$1,699,140	\$13,059	0.8%

TST Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status	Cost
Annual Asphalt Overlay Program	Construction	1323	Asphaltic Surfaces	Awarded	262,573
Annual Sidewalk Replacement Program	Construction	Upcoming	KC Concrete	Awarded	25,000
Commercial Street Sidewalks (grant for \$960,000)	Construction	Upcoming	To Be Decided	Awaiting Bids	1,200,000

Transportation Sales Tax Revenue - 3 Year Trend History



Parks & Stormwater Sales Tax Fund



City Park Shelter

Parks & Stormwater Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$933,750	\$933,750	\$190,881	20.4%

- The City, on average in the past year 3 years, receives **20.94%** of park and stormwater sales tax annual revenue by the 1st quarter of the fiscal year.

Parks & Stormwater Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Expended of Budget
Expenditures	\$1,021,000	\$1,021,000	\$344,468	33.7%

PST Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status	Cost
The "OK Railroad" Trail (grant for \$184,600)	In house	Upcoming	To be bid in 2025	Awaiting Bids	400,000
Emerald Ridge Neighborhood Park & Signage	Construction	Upcoming	To Be Decided	Awaiting Bids	450,000
Stonebridge Stormwater Improvements	Construction	Upcoming	To Be Decided	Awarded	150,000
Stonebridge Stormwater Improvements	Engineering	1304	GBA	Awarded	70,033

Solid Waste Fund

(formally the Sanitation Fund)



GFL Bright Green Sanitation Trucks

Solid Waste Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$938,757	\$938,757	\$227,461	24.2%

- The City, on average in the past 3 years, receives **24.55%** of solid waste annual revenue by the 1st quarter of the fiscal year.

Solid Waste Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Expended of Budget
Expenditures	\$931,805	\$931,805	\$236,610	25.4%

- 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 Solid Waste Fund.

VERF (Vehicle & Equipment Replacement Fund)



The Police Department ordered new 2023 Ford Patrol Interceptors to replace the current aging fleet (shown above)

Vehicle and Replacement Fund accounts for expenses related to the management of the city's vehicle fleet.

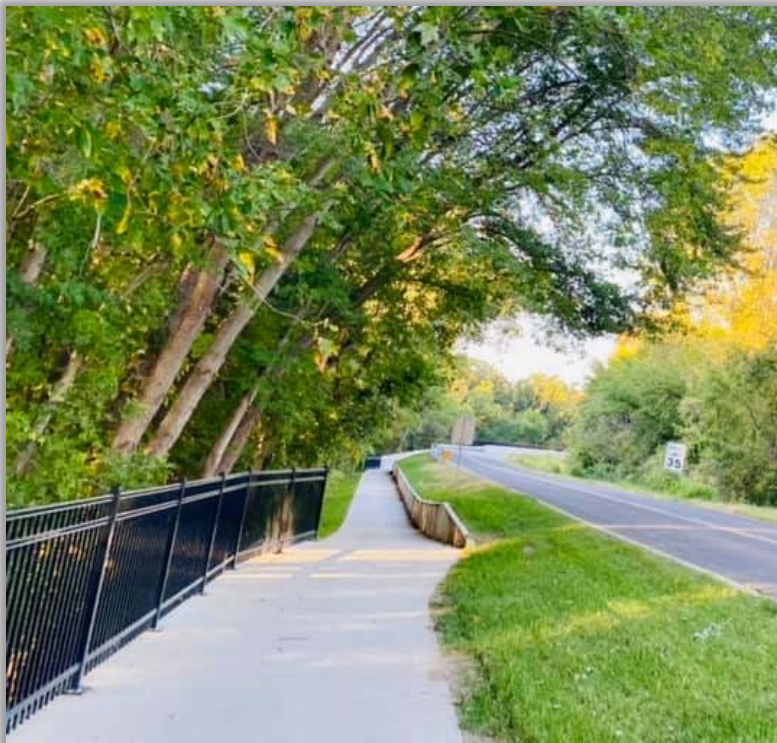
VERF	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$374,398	\$374,398	\$253,100	67.6%

- ❑ The VERF received a \$249,000 transfer for annual operational support in Q1 of 2024.

VERF	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Expended of Budget
Expenditures	\$423,547	\$423,547	\$103,486	24.4%

- ❑ The City is currently leasing **38 vehicles** with Enterprise Fleet Management.

Debt Service Fund



General Obligation Debt utilized to fund Main Street Trail

Debt Service	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Revenues	\$357,830	\$357,830	\$0	0.0%

- Series 2018 and Series 2019 debt issuance

Debt Service	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Expended
Expenditures	\$351,333	\$351,333	\$0	0.0%

- General Obligation scheduled debt payments (for Series 2018 and Series 2019 issuances) have been paid in February 2024.

Other Funds

Commons CID Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$396,592	\$396,592	\$66,245	16.7%
Expenditures	\$413,916	\$413,916	\$46,942	11.3%

1% CID Sales/Use tax revenue from Smithville Commons CID

Capital Improvement Projects	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$40,000	\$40,000	\$0	0.0%
Expenditures	\$0	\$0	\$0	0.0%

Funding, financing, and operating capital improvements

Special Allocation Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$868,446	\$868,446	\$556,031	64.0%
Expenditures	\$1,179,800	\$1,179,800	\$513,290	43.5%

Smithville Marketplace TIF property tax and TIF EATS

Donation Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$21,000	\$21,000	\$600	2.9%
Expenditures	\$15,000	\$15,000	\$0	0.0%

Financial donations used for city wide purposes

Other Funds Continued

Police Training Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$3,000	\$3,000	\$508	16.9%
Expenditures	\$5,000	\$5,000	\$1,580	31.6%

Provide assistance to Smithville law enforcement training

Police DWI Recovery Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Received of Budget
Revenues	\$4,000	\$4,000	\$0	0.0%
Expenditures	\$5,000	\$5,000	\$0	0.0%

DWI / Alcohol education and enforcement

Technology Upgrade Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Expended of Budget
Expenditures	\$632	\$632	\$0	0.0%

Funding for city wide technology upgrades

Judicial Education Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% Expended of Budget
Expenditures	\$3,447	\$3,447	\$0	0.0%

Education and training of court personnel

CWWS Projects

CWWS Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status	Cost
Complete Auth 94 - West Bypass of 144th St Lift Station	Engineering	987	HDR Engineering	In progress	346,050
2024 Sewer Rehabilitation Program	Maintenance	1300	SAK	In progress	150,000
Complete Auth 92 - Smith's Fork Pump Station	Engineering	1197	HDR Engineering	In progress	127,800
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Complete Auth 98 - Owens Branch Sanitary Sewer	Engineering	1176	HDR Engineering	In progress	315,500
West Bypass of the 144th Street Lift Station	Construction	Upcoming	TBD	ROW acquisition	1,800,000
144 th Street Lift Station	Construction	Upcoming	TBD	ROW acquisition	2,500,000
Est. Remaining Contract - Smith's Fork Force Main	Engineering	1197	TBD	Engineering	127,800
Maple Lane & River Crossing (12" Waterline)	Construction	Upcoming	TBD	In design	1,400,000
Headworks Bar Screen	Construction	1309	Ross Construction	Bid Awarded	168,800
Authorization 101 - Stonebridge Lift Station	Engineering	1258	HDR Engineering	In progress	272,260
Stonebridge Lift Station (SSD Cost Sharing)	Construction	Upcoming	TBD	In progress	1,750,000
Lagoon Cleaning & Liner Repair	Construction	1299	Richardson Construction Co.	Bid Awarded	150,000
Water Plant Improvements	Construction	1325	Ross Construction	Award Bid 3/5	1,463,000
1st and Bridge Street Watermain Improvements	Construction	1326	Engeman	Award Bid 3/5	117,000
Total Combined Water & Wastewater Fund					11,111,500

Remaining Projects Projects

The "OK Railroad" Trail (grant for \$184,600)	Parks and Rec & Stormwater Sales Tax Fund	In house	Upcoming	To be bid in 2025	Awaiting Bids	400,000
Emerald Ridge Neighborhood Park & Signage	Parks and Rec & Stormwater Sales Tax Fund	Construction	Upcoming	To Be Decided	Awaiting Bids	450,000
Stonebridge Stormwater Improvements	Parks and Rec & Stormwater Sales Tax Fund	Construction	Upcoming	To Be Decided	Awarded	150,000
Stonebridge Stormwater Improvements	Parks and Rec & Stormwater Sales Tax Fund	Engineering	1304	GBA	Awarded	70,033
				Total Parks and Rec & Stormwater Sales Tax Fund		1,070,033
Annual Asphalt Overlay Program	Transportation Sales Tax Fund	Construction	1323	Asphaltic Surfaces	Awarded	262,573
Annual Sidewalk Replacement Program	Transportation Sales Tax Fund	Construction	Upcoming	KC Concrete	Awarded	25,000
Commercial Street Sidewalks (grant for \$960,000)	Transportation Sales Tax Fund	Construction	Upcoming	To Be Decided	Awaiting Bids	1,200,000
				Total Transportation Sales Tax Fund		1,487,573
Downtown Streetscape Phase III (grant for \$1,488,000)	Capital Improvement Sales Tax Fund	Construction	Upcoming	TBD	Finalizing Design	1,800,000
Riverwalk Park & Trail	Capital Improvement Sales Tax Fund	Engineering	1321	GBA	In Progress	149,376
2nd Creek Sidewalks	Capital Improvement Sales Tax Fund	Engineering	1321	GBA	In Progress	242,098
1st Street and Bridge Round-A-Bout (grant for \$900,000)	Capital Improvement Sales Tax Fund	Engineering	Upcoming	To Be Decided	Need More Funding	250,000
				Total Capital Improvement Sales Tax Fund		2,441,474
Annual Wayfinding Signage Installation	General Fund	Construction	Upcoming	City Staff	In Progress	100,000
Quincy Boulevard Improvements	General Fund - Multiple Funds	Construction	1221	Amino Brothers	In Progress	1,570,000
4 th St & 4 th Terr Improvement	General Fund - Multiple Funds	Construction	1199	Menke	In Progress	1,071,530
				Total General Fund		2,741,530
				PROJECTS TOTAL		18,852,110

3 Month Budget Review - Conclusion



Combined Water and Wastewater Fund

- Revenue is trending slightly above budget.
- Expense projection was increased for Budget Amendment #2, which all expenses will be absorbed by the fund.
- \$4,350,000 COP budgeted in CWWS fund, plus an additional \$2,344,610 for a total of \$6,694,610.

All Other Funds

- All other funds are performing as intended with no changes in budgeted amounts.

	<div>STAFF</div> <div>REPORT</div>
Date:	March 19, 2024
Prepared By:	Matt Denton, Parks and Recreation Director
Subject:	Parade Rules and Regulations

The Board of Aldermen has directed staff to work with community stakeholders to review current practices relating to parades and provide recommendations for enhancements.

Outreach to Other Communities and Parade Organizers: To ensure comprehensive and informed decision-making, staff-initiated outreach to neighboring communities and parade organizers to gather information on their parade rules and guidelines. This process involved contacting municipalities within our region and requesting details on their respective parade regulations, safety protocols, and best practices. The information gathered served as valuable insights to inform the development of our own rules and regulations.

Drafting of Rules and Regulations: Based on the information gathered from other communities and parade organizers, a set of rules and regulations tailored to our community's needs and priorities was drafted. These draft regulations were crafted with careful consideration of safety, inclusivity, and community engagement, aiming to provide clear guidance for parade participants while upholding the standards expected by our constituents.

Meeting with Stakeholders: Staff met with the Lake Fest Committee, Lighted Christmas Parade organizer, and representatives from the Smithville School District to present our draft rules and regulations and gather feedback. The purpose of the meetings was to ensure that key stakeholders understood and concurred with the draft regulations and to incorporate any necessary revisions based on their input.

Next Steps

With the approval of the Board of Aldermen, the finalized parade rules and regulations will be officially implemented and communicated to all relevant stakeholders. Ongoing monitoring and enforcement mechanisms will be established to ensure compliance and address any emerging issues proactively.

V. Permits for Parades and Special Events

a. Parades

A parade is defined as any parade, march, race, walk, procession, or any similar event, in or upon any public street, pursuant to Section 520.100 of the Municipal Code;

The conduct of the parade will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route;

The conduct of the parade is not reasonably likely to cause injury to persons or property, provoke disorderly conduct, or create a disturbance; and

The parade is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays enroute.

b. Parade Rules and Regulations

All events taking place in the City of Smithville must be approved for a Special Event Permit. All events must complete the Special Event Application to be approved for a Special Event Permit.

A parade permit shall be issued under the following considerations:

Safety:

The responsible party is required to ensure that all rules, regulations, and procedures are followed by all entry participants.

Parade marshals must be strategically positioned along the parade route. They will play a vital role in maintaining order, the safety of spectators, and ensuring a smooth procession.

A minimum of 6 parade marshals shall be placed along the busy sections of the route. Their duties involve enforcing parade rules, such as safety regulations and route adherence, while also coordinating with participants to maintain consistent spacing between units.

Consumption of alcoholic beverages at any time while participating in the parade is not allowed.

Throwing and/or distributing items of any kind from floats is strictly prohibited. Participants may distribute candy and other giveaways HAND-TO-HAND by walking along the parade route next to spectators.

Night parades are prohibited from throwing and/or distributing items of any kind.

No one may step on or off a vehicle or any motorized entry until it is at a complete stop. Once the parade has started, no entry or exit from an entry is permitted, except in the case of an emergency.

A safety meeting will be required before the parade date with City staff and the responsible party at least 30 days before the parade.

Vehicles:

All vehicles participating in the parade must be properly licensed and have insurance as required by the State of Missouri. By operating the vehicle in the parade, the owner/operator warrants that the vehicle is properly licensed and insured and is in sound mechanical condition with no known defects or safety concerns.

Animals:

In consideration of the other units in the parade, all participants with animals must immediately clean up any animal waste along the parade route. The City of Smithville is NOT responsible for picking up animal waste.

Trash/Clean Up:

All parade staff, including the responsible party, participants, and volunteers, are collectively responsible for the cleanup of the parade route and surrounding areas.

Cleanup activities shall commence immediately after the conclusion of the parade and must be completed within a reasonable timeframe.

The responsible party must properly dispose of all trash and litter in designated bins or collection points provided by the organizers. No litter should be left on the parade route or adjacent areas.

Road Closures/Barricades and Signs:

The responsible party is required to close streets, with traffic barricades, that have been preapproved by the Police Chief, at least one (1) hour before the parade.

Traffic barricades are not provided or set up by the city. Traffic barricades will have to be rented by an outside vendor. Traffic barricades must comply with the Missouri Uniform Traffic Control Device manual.

All signage posted within the City limits requires approval through the temporary sign permit application.

No tape is allowed on City light poles.

Exceptions

This article shall not apply to:

Funeral processions. All funeral processions should contact the Smithville Police Department