



ANNUAL BUDGET FY 2018

INCLUDING AMENDMENTS #1, #2 AND #3

MAYOR

Brian Fullmer

BOARD OF ALDERMEN

Ward 1 Wayne Moore

Ward 1 Melissa Wilson

Ward 2 Cory Booth

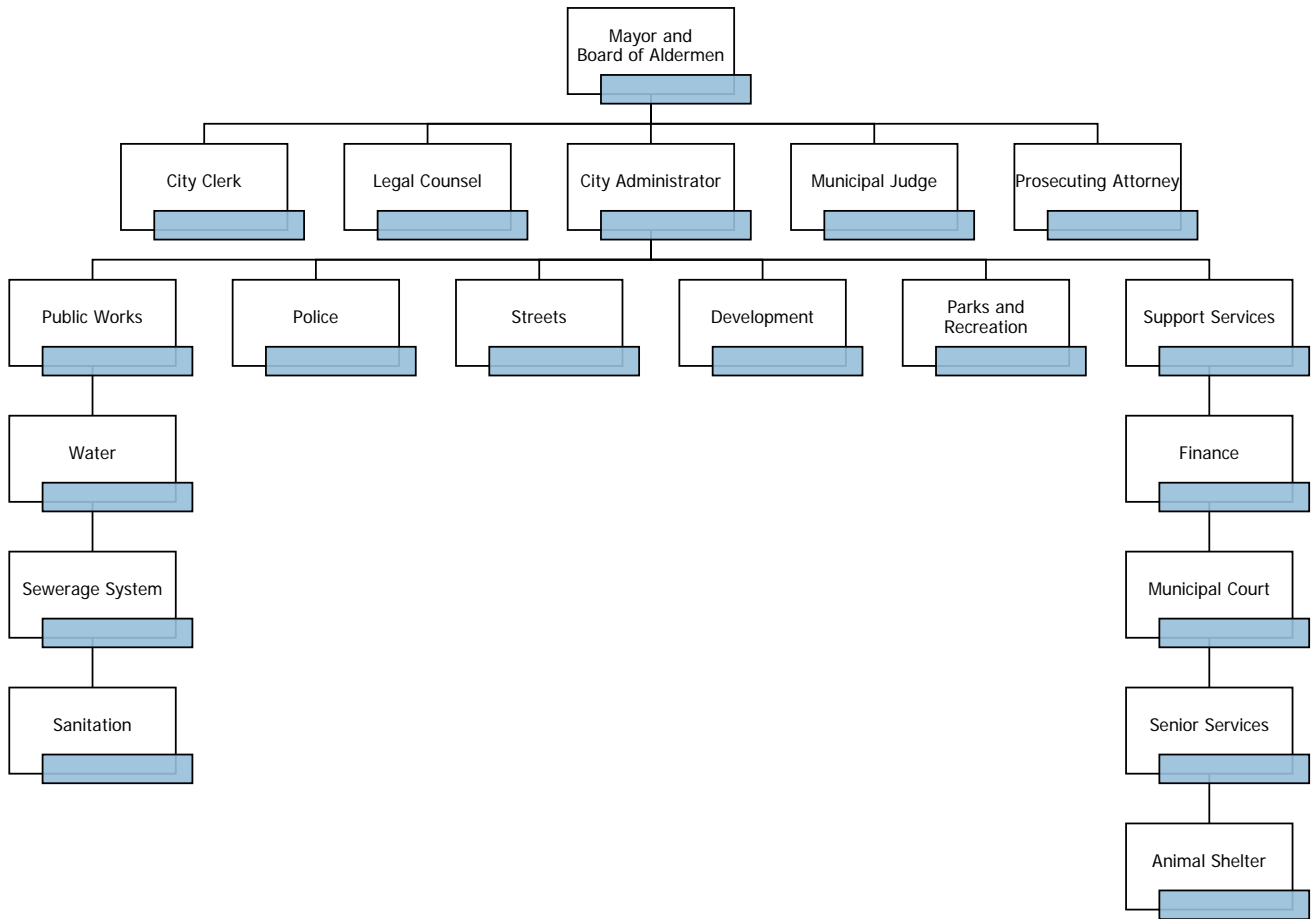
Ward 2 John Chevalier, Jr.

Ward 3 Bob Arnold

Ward 3 Jeff Bloemker

Approved April 3, 2018

ORGANIZATION CHART



BUDGET PROCESS

In accordance with Chapter 67, RSMo, the City adopts a budget for each fund. The proposed budget includes estimated revenues and proposed expenditures for all City funds. Budgeted expenditures cannot exceed beginning available monies plus estimated revenues for the fiscal year. Actual expenditures may not legally exceed budgeted appropriations at the total fund level. Monitoring of budgets is maintained at the expenditure category level within each program.

Benefits of the Budgeting Process

- Facilitates communication throughout the organization.
- Tends to be a positive influence on the motivation of personnel.
- Provides department heads with additional insight in City goals.
- Causes department heads to divert some of their attention from current to future operations.
- Helps department heads recognize when change is needed.
- Improves top management's ability to coordinate the overall operation of the organization.
- Enables top management to recognize problems in time to take necessary corrective action.
- Provides standards against which actual performance can be measured.

Budget Establishment Timeline

- Prior to October 31 of each fiscal year, the City Administrator submits to the Board of Aldermen a proposed operating budget for the fiscal year commencing the following November 1. The proposed operating budget includes proposed expenditures and the means of financing those expenditures.
- Public Hearings on the City's budget are conducted to obtain taxpayer comments. Prior to its' approval by the Board of Aldermen, the proposed operating budget is available to the public for review.
- Subsequent to the proposed operating budget's final approval, the Board of Aldermen has the authority to make adjustments to the budget by a formal vote of the Board.
- Prior to October 31, the proposed operating budget must be legally enacted as amended and adjusted by the Board of Aldermen by City Ordinance.
- The City adopts the approved operating budget as amended and adjusted by the Board of Aldermen.

Budget Amendment Process

The City Administrator is authorized to transfer budgeted amounts between departments within any one fund, as long as the entire fund does not exceed the approved budget. A budget amendment is not needed in this circumstance.

Sometimes, an item budgeted in the prior fiscal year will not be completed until this fiscal year. If these items are known at the time of budget preparation, the expenditures will be included in the approved operating budget. For those items for which a completion date is not certain, and therefore the expenditures were not included in the approved operating budget, the following process is used:

- Department heads examine their appropriations to determine which items budgeted in the prior fiscal year were not completed in the prior fiscal year.
- The department head will submit a request to the City Administrator for approval to move the expenditure to this fiscal year.
- Requests approved by the City Administrator are then incorporated into an Ordinance to amend the approved operating budgets of the current fiscal year of the funds involved.
- The Ordinance must be adopted by the Board of Aldermen in order for the amendment to the approved operating budget to be effective.

If, during the course of the fiscal year, unusual events dictate the expenditure of unexpected and unbudgeted funds, the following process will be used:

- The City Administrator prepares an Ordinance to amend the approved operating budgets of the current fiscal year of the funds involved.
- The Ordinance must be adopted by the Board of Aldermen in order for the amendment to the approved operating budget to be effective.

BUDGETARY BASIS OF ACCOUNTING

The budgets of major and non-major governmental funds are prepared on a modified accrual basis. As a result, obligations of the City are budgeted as expenditures, but revenues are recognized only when they are actually received unless they are susceptible to accrual.

The major and non-major proprietary funds are budgeted on a full accrual basis. Not only are expenditures recognized when a commitment is made, but revenues are also recognized when they are obligated to the City -- i.e. water user fees are recognized as revenues when water bills are produced.

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of "generally accepted accounting principles" (GAAP). In most cases, this conforms to the way the City prepares its' budget. There are two exceptions where expenditures are treated slightly different in the budget versus as they are in the CAFR:

- purchases of equipment and capital improvements is shown in the budget while depreciation expense is not shown in the budget, whereas, both purchases of equipment and capital improvements and depreciation expense are shown in the CAFR; and
- bond payments are shown in the budget, whereas, bond payments are not shown on the CAFR.

The CAFR shows fund expenditures and revenues on both a budget basis and a GAAP basis for comparison purposes.

BUDGETED FUNDS

Major Governmental Funds

The General Fund is the main operating fund of the City. It is used to account for the resources devoted to funding services traditionally associated with local government such as police, streets, development, and parks and recreation.

The Transportation Sales Tax Fund is a special revenue fund that accounts for the revenues received from a 0.5% sales tax to be used specifically for transportation services. The expenditures from this fund are limited to construction, reconstruction, repair and maintenance of streets, sidewalks, trails, City-owned parking lots, and bridges within the City. Planning and feasibility studies as well as acquisition of land and rights-of-way for the items mentioned are allowable expenditures as well.

Non-Major Governmental Funds

Other funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. These funds are generally referred to as Special Funds. They include the Police Training Fund, DWI Recovery Fund, Technology Upgrade Fund (restricted to the police department), Appointed Counsel Fund, and Judicial Education Fund.

Major Proprietary Funds

The Combined Water and Sewerage System Fund (CWSS) accounts for the operation of the City's water production and distribution system, and the sewage collection system. As a proprietary fund, it is expected to pay for itself via user fees (water and sewer charges).

Non-Major Proprietary Funds

The Sanitation Fund accounts for the operation of the City's solid waste management program. As a proprietary fund, it is expected to pay for itself via user fees (trash charges).

PRIORITY-BASED BUDGETING

The FY 2018 proposed operating budget is the City's first using priority-based budgeting in place of line-item budgeting. Priority-based budgeting is a process that uses the values of our community (priorities) to make budget decisions. Priority-based budgeting allows staff and the Board of Aldermen to look at the budget through a different lens: a lens where the focus of the budget becomes those priorities that are most important to the City and the programs that have the greatest effect on those priorities.

The FY 2018 proposed operating budget contains programs that staff has identified as already existing. Each department's FY 2018 proposed operating budget is depicted by those identified programs and the costs allocated to each. A comprehensive review of each identified program will be undertaken during the fiscal year -- specifically its' goals, activities, impact on citizens, funding, and status (mandatory, obligatory, or compulsory).

Incorporation of community priorities, as well as a systematic measuring process which evaluates each programs' contribution to those priorities, will also be developed during the fiscal year.

Identified Programs	Primary Department	What's Included?
CITIZEN COMMUNICATION	Administration	develop newsletters; post on social media; communicate with citizens
BOARD MEETING PREPARATION	Administration	correspond with Board; prepare Board meeting agendas; conduct Board meetings
DEPARTMENTAL COORDINATION	Administration	oversee daily activity of the City; facilitate interdepartmental communication
LEGAL COUNSEL	Administration	update municipal code, ordinances, policy; discuss matters with legal counsel
RECYCLING AND TRASH	Administration	provide solid waste removal, recycling opportunities, yard waste removal
ROAD AND BRIDGE CARE	Street	street sweeping, street treating, snow removal
ROAD AND BRIDGE REPAIRS	Street	patch potholes
STREET SIGNAGE	Street	maintain street signage
RIGHTS- OF-WAY MAINTENANCE	Street	mow rights-of-way
ASPHALT PAVING PROGRAM	Street	repave streets; chip-seal streets
STREET LIGHTING	Street	provide and maintain street and sidewalk lighting
SIDEWALK MAINTENANCE	Street	ensure clean and safe sidewalks
STORM WATER REMOVAL	Street	ensure rain water is removed from the streets; maintain sewer lines
POLICE ADMINISTRATION	Police	supervise and manage police force; file reports
PATROL AND CRIME PREVENTION	Police	patrol City streets; respond to dispatch calls
INVESTIGATIVE SERVICES	Police	investigate crime scenes; identify and interview suspects; make arrests
SCHOOL RESOURCE OFFICER	Police	monitor the safety of students in Smithville schools
EMERGENCY MANAGEMENT	Police	manage citizen alerts of potential bad weather via tornado sirens
COMMUNITY OUTREACH	Police	inform citizens of police events
TECHNOLOGY ENHANCEMENT	Police	provide updated technology for the police department
SUPPORT SERVICES	Police	confinement of criminals; prosecuting cases
MARKETING AND COMMUNICATION	Development	communicate with developers; drive new businesses and citizens to the City
CAPITAL IMPROVEMENT PLAN	Development	maintain and oversee the capital improvements projects plan
PLANING AND ZONING	Development	review compliance with all zoning regulations and development ordinances
BUILDING INSPECTIONS	Development	maintain compliance of the City codes and ordinances both residentially and commercially
UTILITY INSPECTIONS	Development	maintain compliance of residential and commercial utility requirements
CODE ENFORCEMENT	Development	maintain compliance of the City codes and ordinances, specifically those of public nuisance
BUDGETING	Finance	budget forecasting, preparation, monitoring, reporting; reconciling accounts
DEBT AND CASH MANAGEMENT	Finance	process debt and interest payments; invest City monies, maintain banking relationships
PAYROLL; EMPLOYEE BENEFITS	Finance	process payroll; manage employee benefits; issue W-2s; oversee compensation plan
HUMAN RESOURCES	Finance	post open positions; employee onboarding and exiting; update employee handbook
PURCHASING; ACCOUNTS PAYABLE	Finance	post and open bids; process claims for payment; issue 1099s
COURT PROCEEDINGS	Municipal Court	prepare and manage Municipal Court hearings
FINE AND BOND PROCESSING	Municipal Court	track tickets, fines, and bonds and the payments thereof

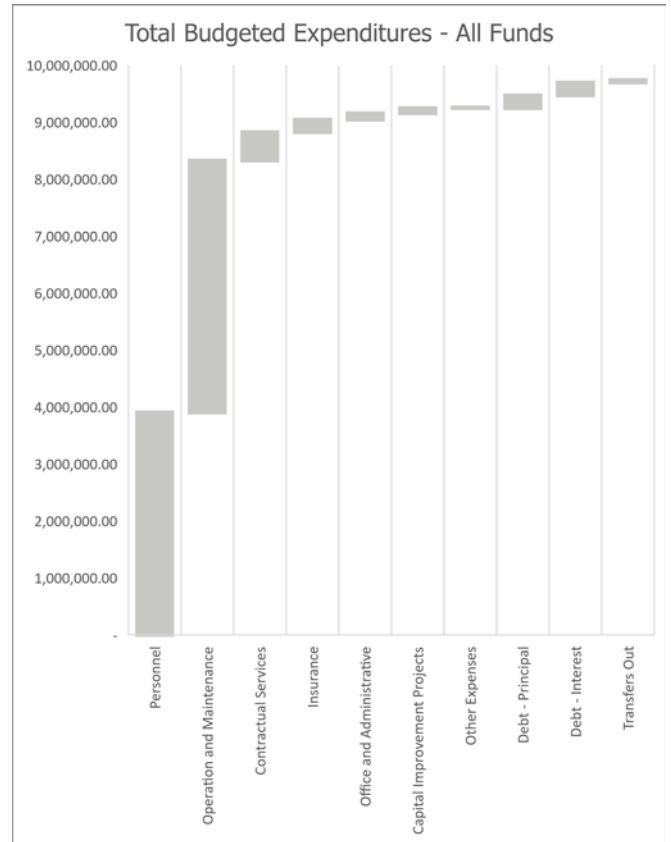
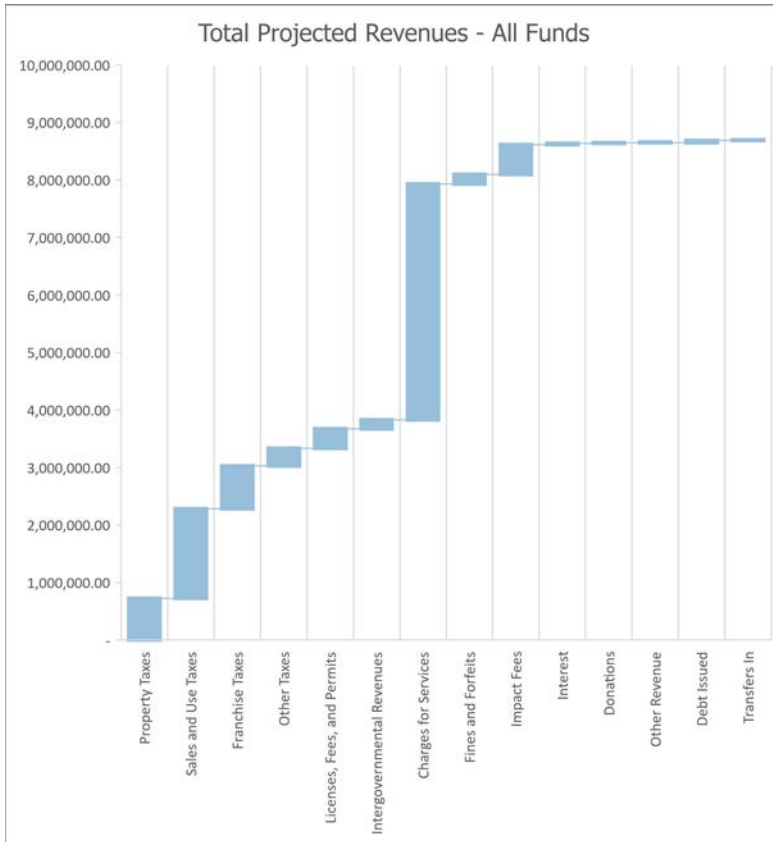
PRIORITY-BASED BUDGETING (CON'T)

Identified Programs (con't)	Primary Department	What's Included?
MOWING	Parks and Recreation	mow ballfields, common areas, and City owned property
SANITARY	Parks and Recreation	clean public restroom facilities; remove waste from park property
LANDSCAPING	Parks and Recreation	maintain landscaped areas throughout the City; assess and maintain trees
SAFETY	Parks and Recreation	inspect and repair/replace park amenities, including playgrounds
CAMPGROUND	Parks and Recreation	operate Smith's Fork Campground
SHELTER HOUSE	Parks and Recreation	maintain and schedule use of park shelter houses
FLEET MAINTENANCE	Parks and Recreation	maintain all parks equipment
SEASONAL DECORATIONS	Parks and Recreation	put up, tear down, maintain, and store seasonal decorations
YOUTH RECREATION	Parks and Recreation	operate youth soccer, baseball, softball, and t-ball programs
ADULT RECREATION	Parks and Recreation	operate adult softball program
SNOW REMOVAL	Parks and Recreation	remove snow from sidewalks and parking lots
CAPITAL IMPROVEMENT PROJECTS	Parks and Recreation	design, build, and install capital improvements in parks
MECHANICAL	Parks and Recreation	maintain park buildings and structures
EVENT PREPARATION	Parks and Recreation	prepare for events in parks, including festivals and Smithville schools' cross-country events
SENIOR CENTER OPERATION	Senior Services	providing space and activities for senior citizens
CITY GOVERNANCE	Elected Officials	approve minutes; vote on actionable items; communicate with constituents
WATER PRODUCTION	Utilities	produce useable water for customers that meets or exceeds drinking water standards
WATER DISTRIBUTION	Utilities	distribute clean water to towers and customers
WASTE WATER COLLECTION	Utilities	collect and treat household waste to be cleaned
WATER IMPACT PROJECTS	Utilities	design and construct additions to water and sewer lines for future development
UTILITY BILLING	Utilities	perform meter reads; bill water and trash accounts; collect payments
SHELTERING ANIMALS	Animal Shelter	provide shelter and care to impounded animals awaiting return to owner
ADOPTIVE CARE	Animal Shelter	provide shelter and care to animals that are up for adoption
CLEANUP AND RECOVERY	Disaster Recovery	rehabilitate the City after a natural disaster - i.e. tornado, flood, etc.

SUMMARY OF REVENUE SOURCES AND EXPENDITURE USES

	General Fund	Transportation			Special Funds			Combined Water Sewer System Fund	Sanitation Fund
		Sales Tax Fund	Police Training	DWI Recovery	Technology Upgrade	Judicial Education	Appointed Council		
REVENUES									
Property Taxes	724,000.00	-	-	-	-	-	-	-	
Sales and Use Taxes	1,145,000.00	412,000.00	-	-	-	-	-	-	
Franchise Taxes	746,000.00	-	-	-	-	-	-	-	
Other Taxes	308,000.00	-	-	-	-	-	-	-	
Licenses, Fees, and Permits	339,500.00	-	-	-	-	-	-	-	
Intergovernmental Revenues	150,000.00	-	3,000.00	3,500.00	-	500.00	500.00	-	
Charges for Services	157,700.00	-	-	-	-	-	3,235,000.00	704,000.00	
Fines and Forfeits	166,000.00	-	-	-	-	-	-	-	
Impact Fees	-	-	-	-	-	-	520,000.00	-	
Interest	25,000.00	-	-	-	-	-	-	-	
Donations	7,500.00	-	-	-	-	-	-	-	
Other Revenue	-	-	-	-	-	-	-	-	
Debt Issued	-	-	-	-	-	-	40,500.00	-	
Transfers In	-	-	-	-	-	-	-	-	
Total Revenues	3,768,700.00	412,000.00	3,000.00	3,500.00	-	500.00	500.00	3,795,500.00	704,000.00

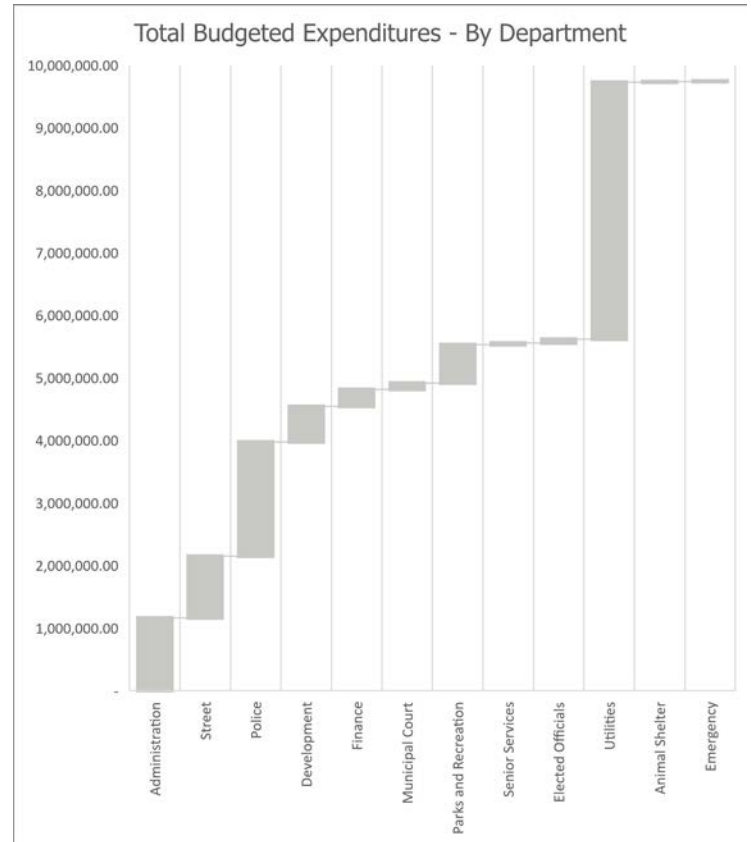
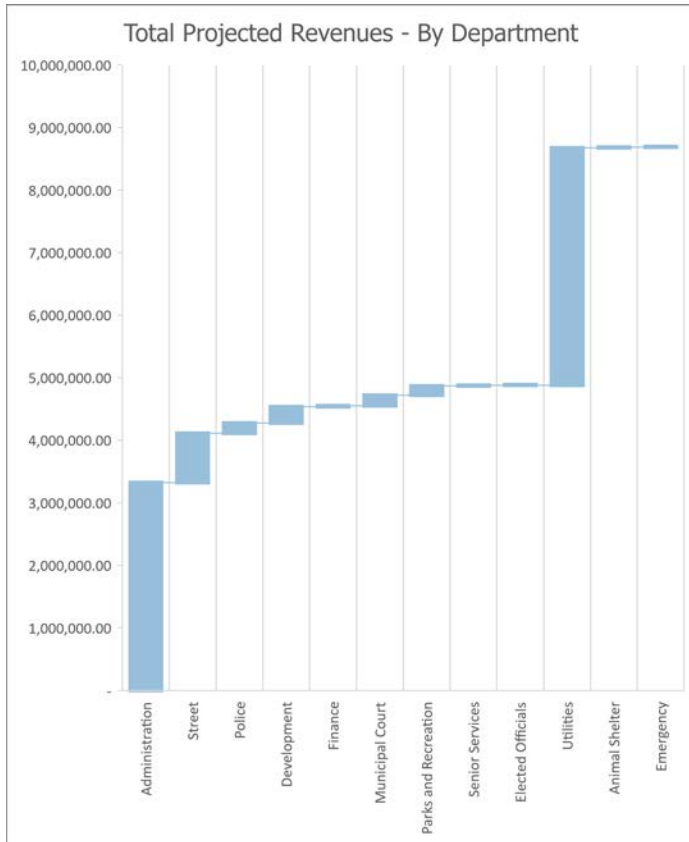
EXPENDITURES									
Personnel	3,051,200.00	-	-	-	-	-	852,400.00	-	
Operation and Maintenance	713,275.00	490,100.00	3,000.00	3,500.00	1,500.00	500.00	500.00	2,505,600.00	702,100.00
Contractual Services	319,500.00	-	-	-	-	-	-	179,700.00	-
Insurance	141,300.00	9,900.00	-	-	-	-	-	66,100.00	-
Office and Administrative	96,200.00	-	-	-	-	-	-	14,100.00	-
Capital Improvement Project	92,000.00	-	-	-	-	-	-	-	-
Other Expenses	-	-	-	-	-	-	-	-	-
Debt - Principal	-	-	-	-	-	-	-	227,000.00	-
Debt - Interest	-	-	-	-	-	-	-	221,200.00	-
Transfers Out	-	-	-	-	-	-	-	45,000.00	-
Total Expenditures	4,413,475.00	500,000.00	3,000.00	3,500.00	1,500.00	500.00	500.00	4,111,100.00	702,100.00



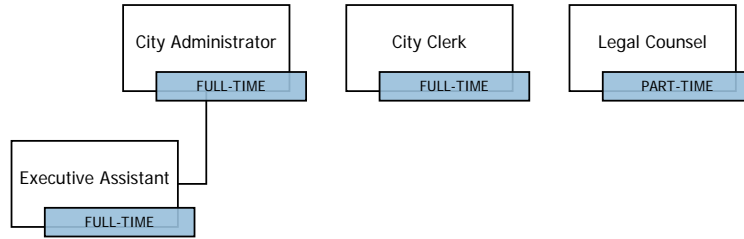
SUMMARY OF REVENUES AND EXPENDITURES BY FUND

	General Fund	Transportation			Special Funds			Combined Water Sewer System Fund	Sanitation Fund
		Sales Tax Fund	Police Training	DWI Recovery	Technology Upgrade	Judicial Education	Appointed Council		
REVENUES									
Administration	2,619,000.00	-	-	-	-	-	-	704,000.00	
Street	378,000.00	412,000.00	-	-	-	-	-	-	
Police	156,500.00	-	3,000.00	3,500.00	-	-	-	-	
Development	260,000.00	-	-	-	-	-	-	-	
Finance	15,000.00	-	-	-	-	-	-	-	
Municipal Court	170,000.00	-	-	-	-	500.00	500.00	-	
Parks and Recreation	144,700.00	-	-	-	-	-	-	-	
Senior Services	13,000.00	-	-	-	-	-	-	-	
Elected Officials	-	-	-	-	-	-	-	-	
Utilities	-	-	-	-	-	-	3,795,500.00	-	
Animal Shelter	12,500.00	-	-	-	-	-	-	-	
Emergency	-	-	-	-	-	-	-	-	
Total Revenues	3,768,700.00	412,000.00	3,000.00	3,500.00	-	500.00	500.00	3,795,500.00	704,000.00

EXPENDITURES									
Administration	458,500.00	-	-	-	-	-	-	-	702,100.00
Street	486,900.00	500,000.00	-	-	-	-	-	-	-
Police	1,817,075.00	-	3,000.00	3,500.00	1,500.00	-	-	-	-
Development	570,900.00	-	-	-	-	-	-	-	-
Finance	267,000.00	-	-	-	-	-	-	-	-
Municipal Court	105,600.00	-	-	-	-	500.00	500.00	-	-
Parks and Recreation	611,400.00	-	-	-	-	-	-	-	-
Senior Services	27,700.00	-	-	-	-	-	-	-	-
Elected Officials	58,900.00	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	4,111,100.00	-
Animal Shelter	9,500.00	-	-	-	-	-	-	-	-
Emergency	-	-	-	-	-	-	-	-	-
Total Expenditures	4,413,475.00	500,000.00	3,000.00	3,500.00	1,500.00	500.00	500.00	4,111,100.00	702,100.00

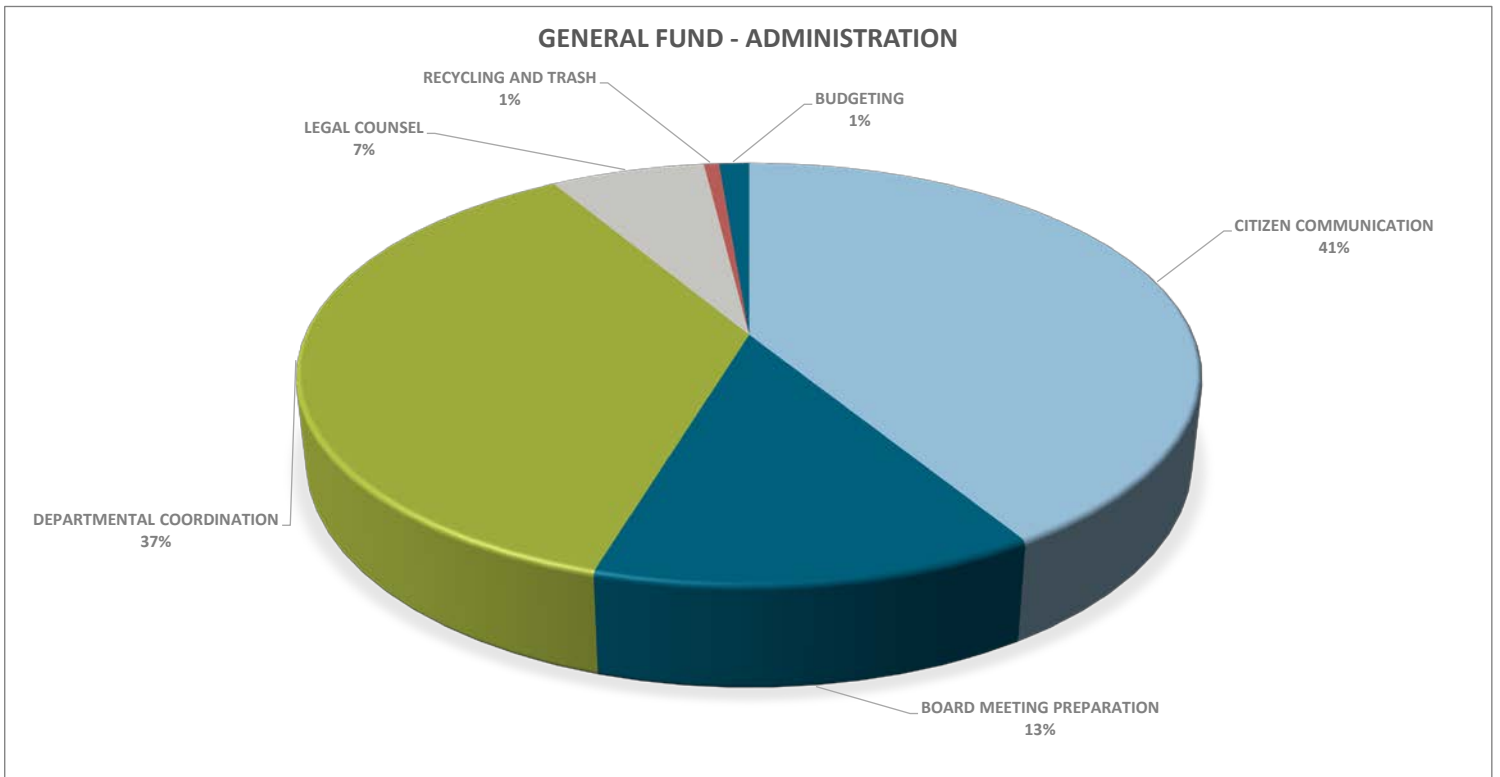


GENERAL FUND - ADMINISTRATION



The City Administrator serves as chief administrative officer of the City and serves to assure the achievement of adopted goals and objectives. The City Administrator appoints all department heads, makes recommendations to the Board of Aldermen on budget, capital improvements, legislative policy, and service programs. The City Clerk is responsible for all official records, ordinances, resolutions, deeds, agreements, general bid contracts, and municipal code. The City Clerk is also responsible for preparation of Board agendas, legal notices, meeting minutes, and maintaining the City seal.

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
CITIZEN COMMUNICATION	187,623.11	751,100.00	646,914.48	189,006.00	74.84% Decrease
BOARD MEETING PREPARATION	57,952.53	196,060.00	179,965.42	61,623.00	68.57% Decrease
DEPARTMENTAL COORDINATION	189,679.97	416,600.00	314,774.60	168,723.00	59.50% Decrease
LEGAL COUNSEL	29,646.24	27,730.00	30,869.10	30,270.00	9.16% Increase
RECYCLING AND TRASH	2,906.79	2,745.00	2,983.95	2,966.00	8.05% Increase
BUDGETING	5,828.78	5,465.00	6,023.95	5,912.00	8.18% Increase
TOTAL	473,637.43	1,399,700.00	1,181,531.50	458,500.00	67.24% Decrease

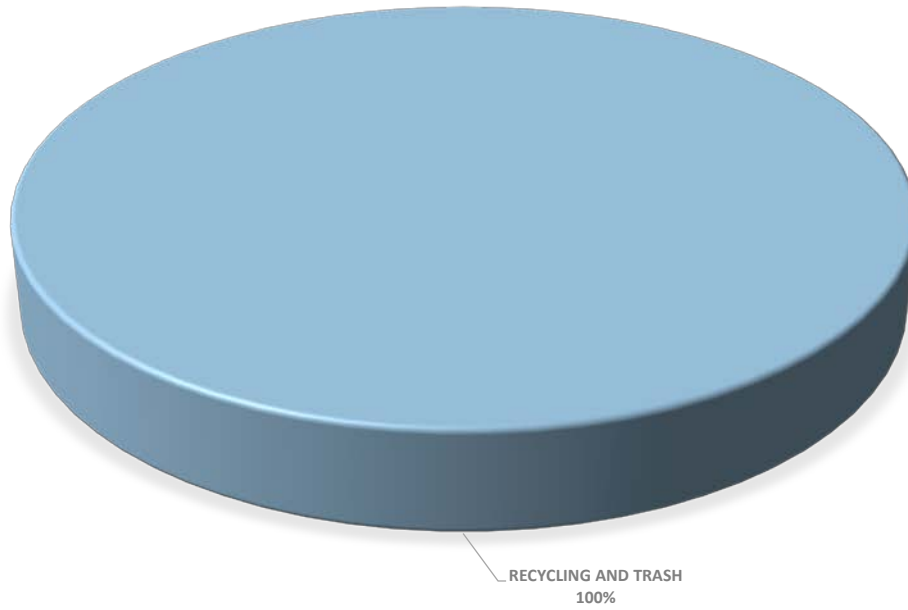


SANITATION FUND - ADMINISTRATION

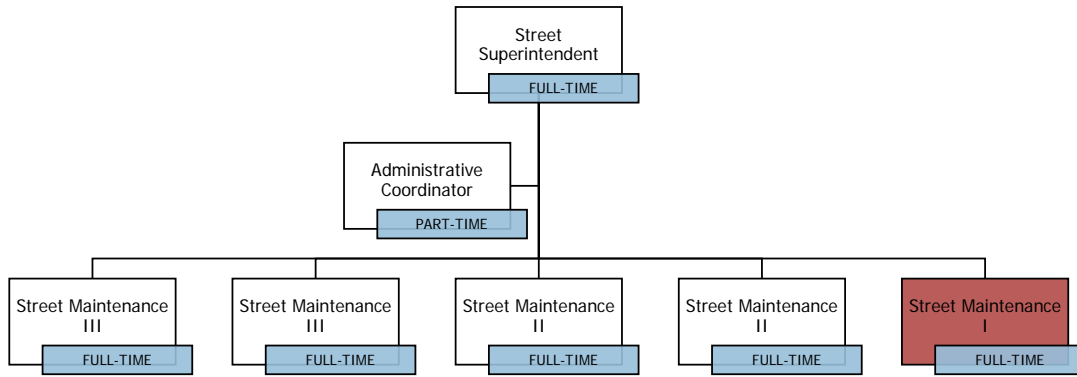
The Sanitation Fund's revenue is from the trash fee on customer's utility bills. It's expenditures include paying the City solid waste removal contract.

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
RECYCLING AND TRASH	274,702.02	794,000.00	625,588.75	702,100.00	11.57% Decrease
TOTAL	274,702.02	794,000.00	625,588.75	702,100.00	11.57% Decrease

SANITARY FUND - ADMINISTRATION



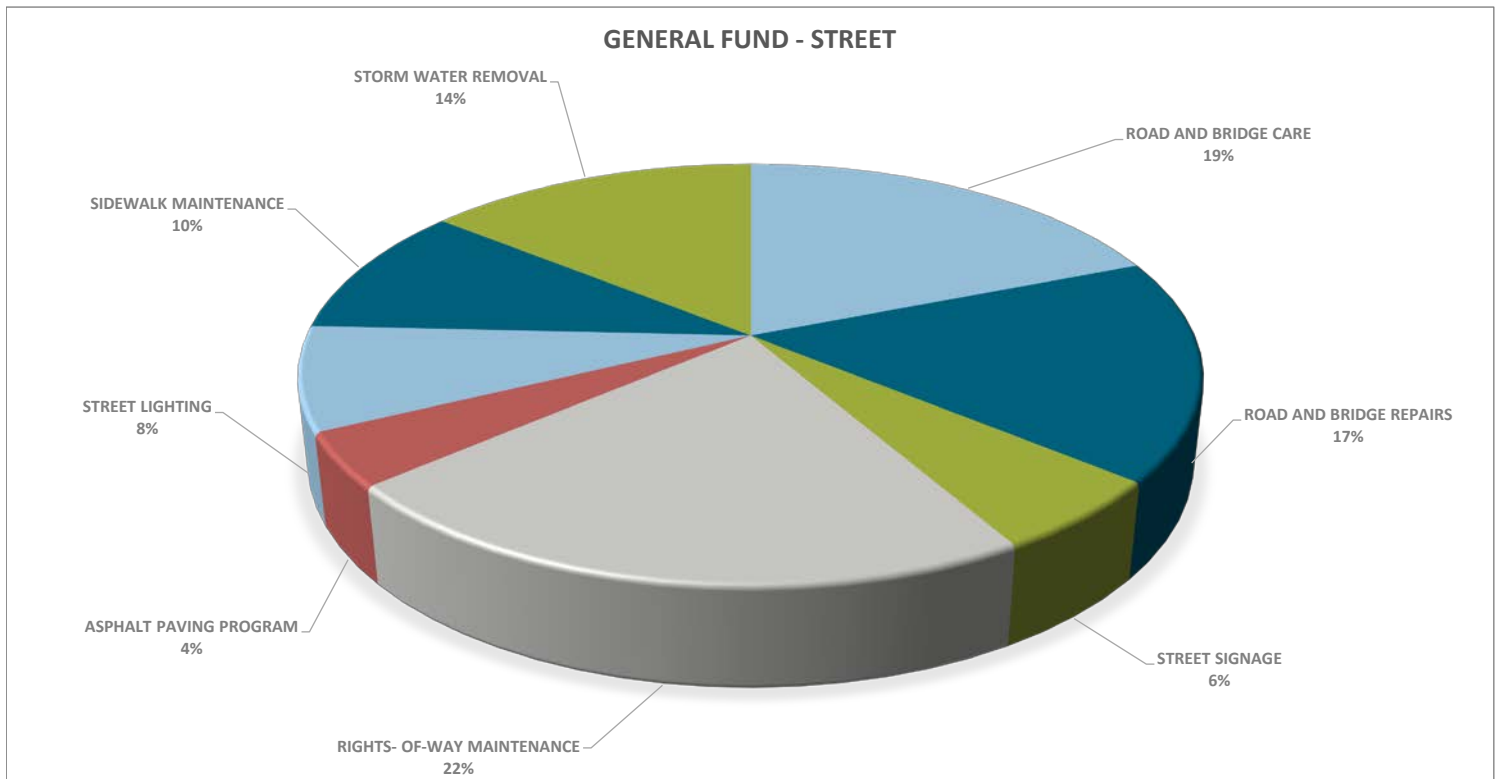
GENERAL FUND - STREET



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

GENERAL FUND - STREET (CON'T)

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
ROAD AND BRIDGE CARE	83,490.56	65,295.00	83,252.92	92,555.00	41.75% Increase
ROAD AND BRIDGE REPAIRS	103,725.31	57,135.00	139,129.12	82,791.00	44.90% Increase
STREET SIGNAGE	27,986.25	12,630.00	27,393.25	27,558.00	118.19% Increase
RIGHTS- OF-WAY MAINTENANCE	142,232.61	78,935.00	162,022.49	107,025.00	35.59% Increase
ASPHALT PAVING PROGRAM	21,462.83	6,445.00	21,022.93	20,089.00	211.70% Increase
STREET LIGHTING	37,568.97	21,995.00	36,979.36	38,849.00	76.63% Increase
SIDEWALK MAINTENANCE	47,244.09	31,055.00	75,948.11	49,033.00	57.89% Increase
STORM WATER REMOVAL	366,453.47	347,010.00	204,787.33	69,000.00	80.12% Decrease
TOTAL	830,164.10	620,500.00	750,535.52	486,900.00	21.53% Decrease

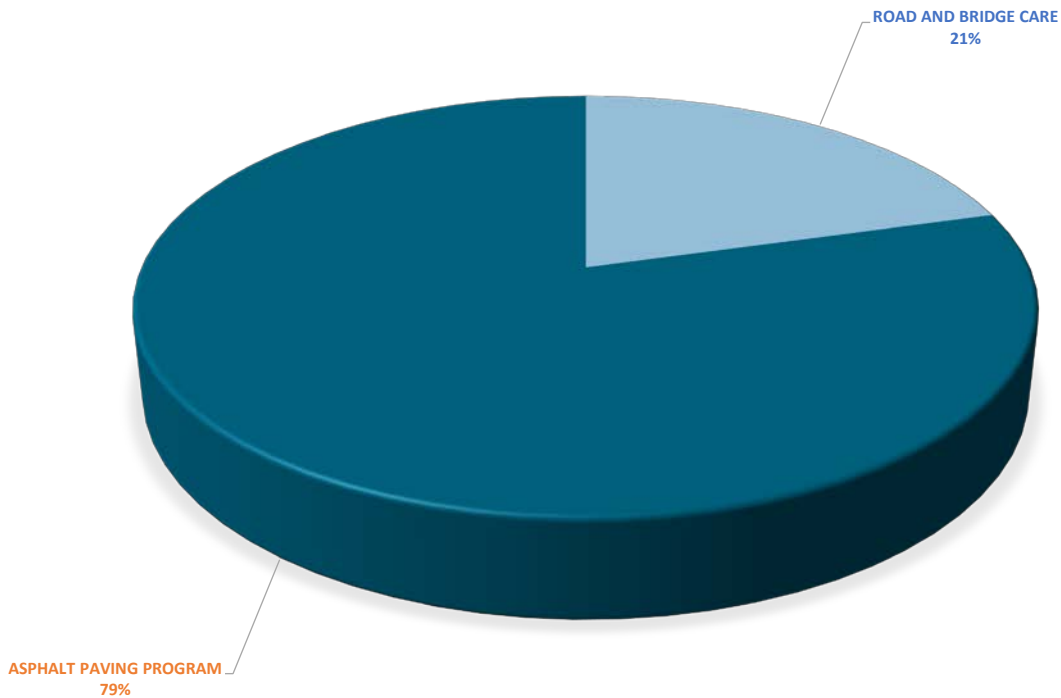


TRANSPORTATION SALES TAX FUND - STREET

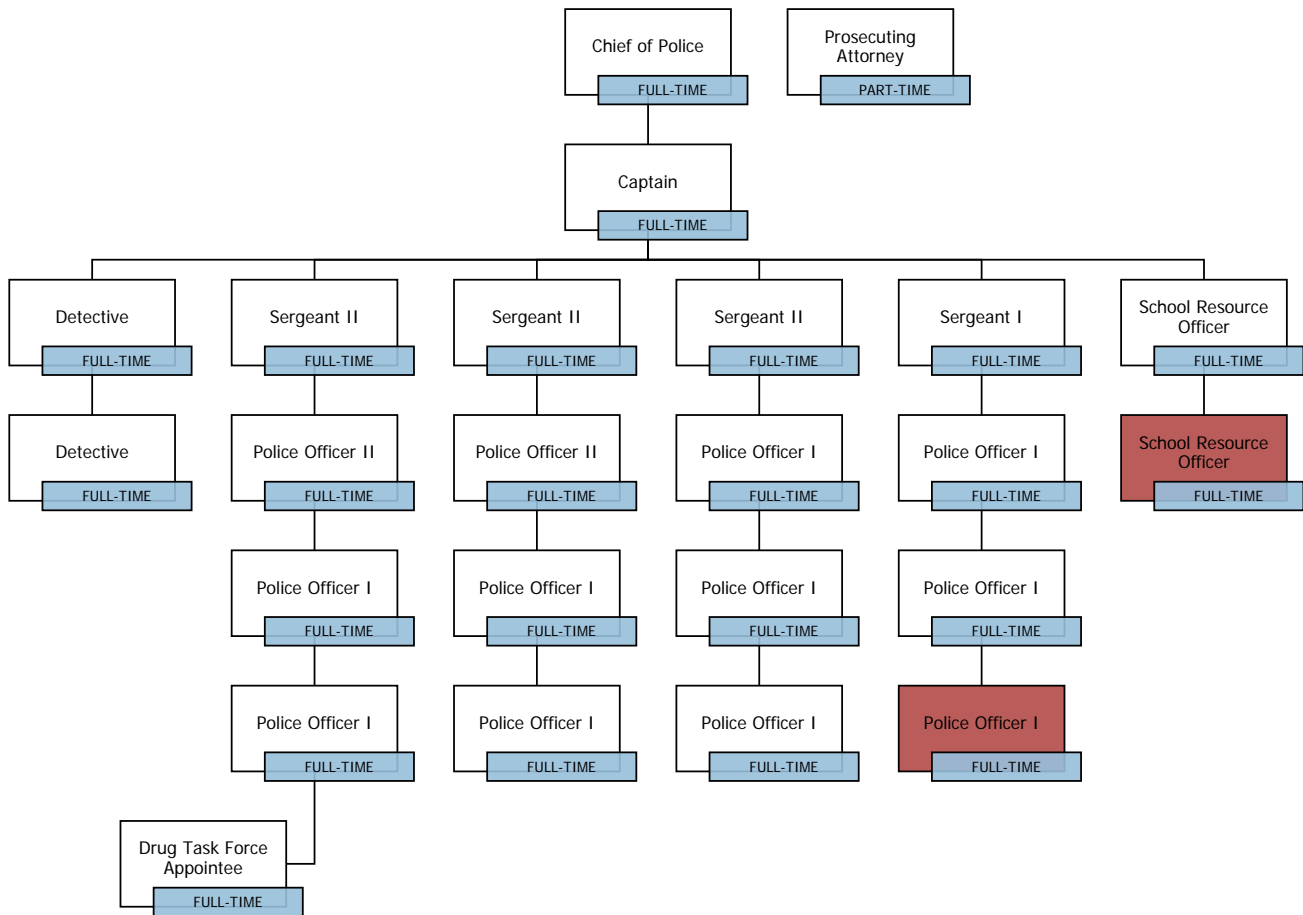
The Transportation Sales Tax Fund expenditures are limited to construction, reconstruction, repair and maintenance of streets, sidewalks, trails, City-owned parking lots, and bridges within the City. Planning and feasibility studies as well as acquisition of land and rights-of-way for the items mentioned are allowable expenditures as well.

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
ROAD AND BRIDGE CARE	1,942.36	22,280.00	-	98,426.00	341.77% Increase
ROAD AND BRIDGE REPAIRS	1,942.36	17,780.00	-	4,326.00	75.67% Decrease
STREET SIGNAGE	1,664.88	15,240.00	-	3,708.00	75.67% Decrease
RIGHTS- OF-WAY MAINTENANCE	1,664.88	15,240.00	-	3,708.00	75.67% Decrease
ASPHALT PAVING PROGRAM	408,501.21	385,240.00	395,349.93	378,708.00	1.70% Decrease
STREET LIGHTING	1,664.88	15,240.00	-	3,708.00	75.67% Decrease
SIDEWALK MAINTENANCE	1,664.88	15,240.00	-	3,708.00	75.67% Decrease
STORM WATER REMOVAL	1,664.88	15,240.00	-	3,708.00	75.67% Decrease
TOTAL	420,710.35	501,500.00	395,349.93	500,000.00	0.30% Decrease

GENERAL FUND - STREET



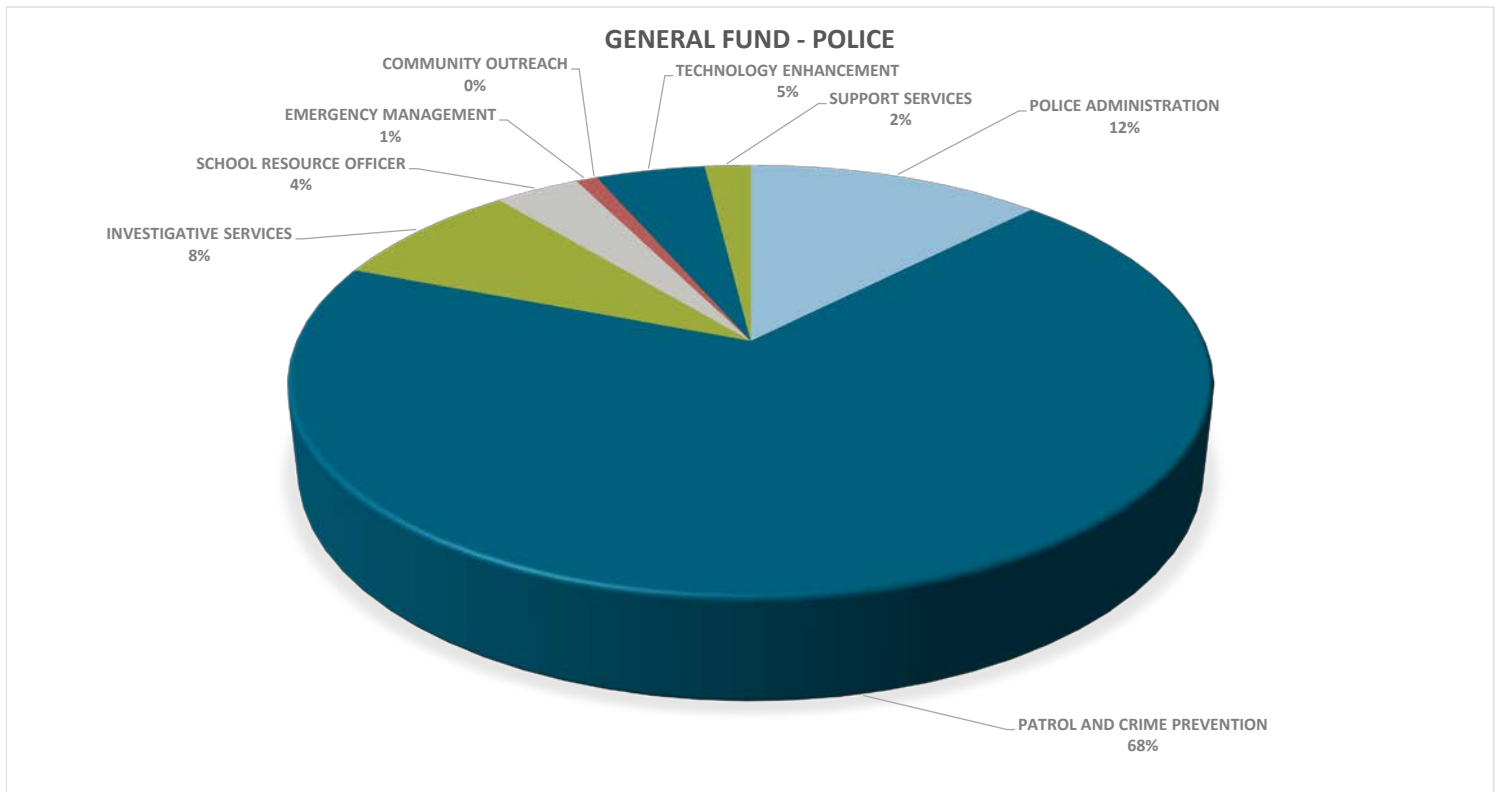
GENERAL FUND - POLICE



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

GENERAL FUND - POLICE (CON'T)

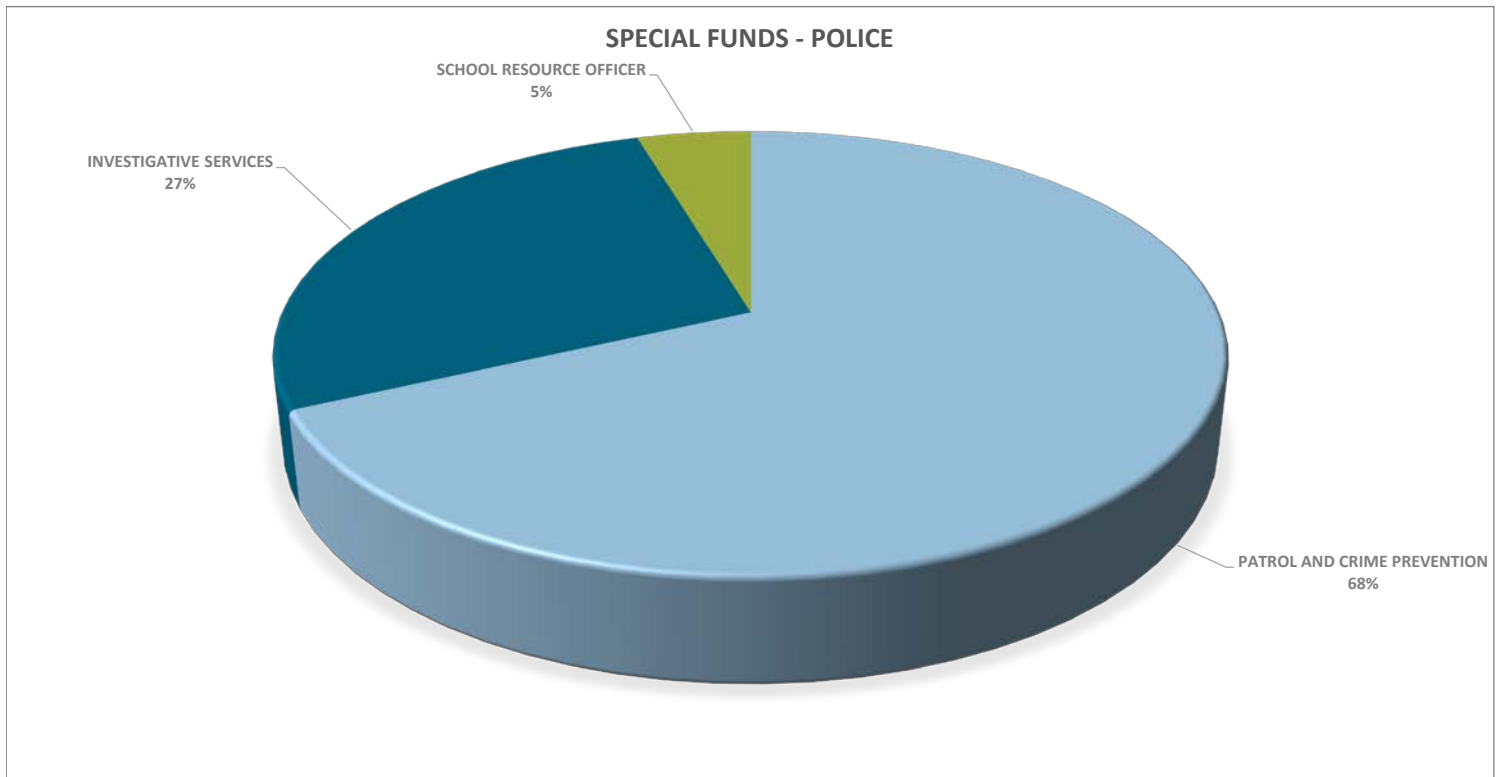
	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
POLICE ADMINISTRATION	172,243.72	178,441.00	183,460.27	224,433.25	25.77% Increase
PATROL AND CRIME PREVENTION	996,819.14	958,188.50	909,212.63	1,245,370.00	29.97% Increase
INVESTIGATIVE SERVICES	107,806.65	111,441.00	112,260.65	148,551.25	33.30% Increase
SCHOOL RESOURCE OFFICER	47,640.54	48,825.50	49,865.49	64,474.50	32.05% Increase
EMERGENCY MANAGEMENT	10,696.41	3,900.00	1,643.50	14,950.00	283.33% Increase
COMMUNITY OUTREACH	751.56	980.00	1,066.05	1,120.00	14.29% Increase
TECHNOLOGY ENHANCEMENT	32,392.80	42,230.00	34,047.81	83,210.00	97.04% Increase
SUPPORT SERVICES	12,964.47	38,544.00	10,933.64	34,966.00	9.28% Decrease
TOTAL	1,381,315.29	1,382,550.00	1,302,490.04	1,817,075.00	31.43% Increase



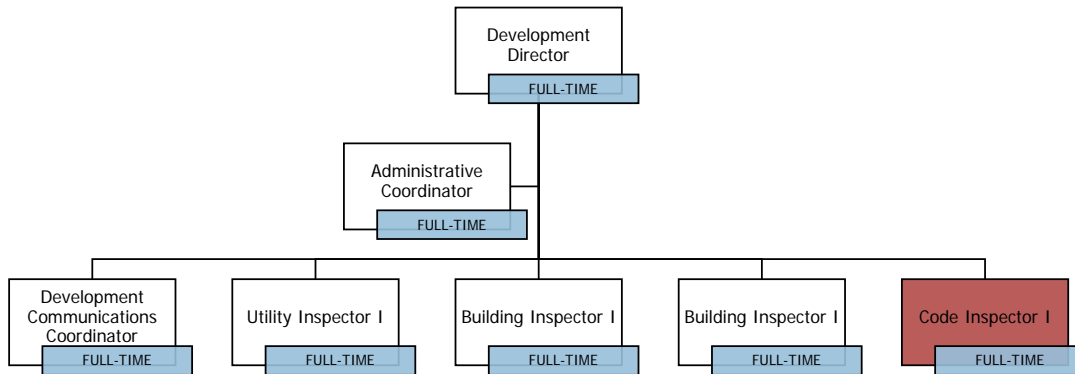
SPECIALS FUNDS - POLICE

The Special Funds related to the police department are the Police Training Fund, DWI Recovery Fund, and Technology Upgrade Fund. The Police Training Fund accounts for the proceeds from a municipal court fee that provides training for law enforcement pursuant to Section 110.260 of the Code of Ordinances. The DWI Recovery Fund accounts for the proceeds from another municipal court fee used to enhance and support the enforcement and prosecution of alcohol- and drug-related traffic laws with the City pursuant to Section 110.260 of the Code of Ordinances. The Technology Upgrade Fund accounts for the proceeds from a municipal court fee used to enhance and support the technology of the police department.

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
PATROL AND CRIME PREVENTION	1,330.74	7,125.00	1,802.84	4,425.00	37.89% Decrease
INVESTIGATIVE SERVICES	493.11	3,125.00	712.56	1,775.00	43.20% Decrease
SCHOOL RESOURCE OFFICER	49.53	750.00	111.61	300.00	60.00% Decrease
TOTAL	1,873.39	11,000.00	2,627.00	6,500.00	40.91% Decrease



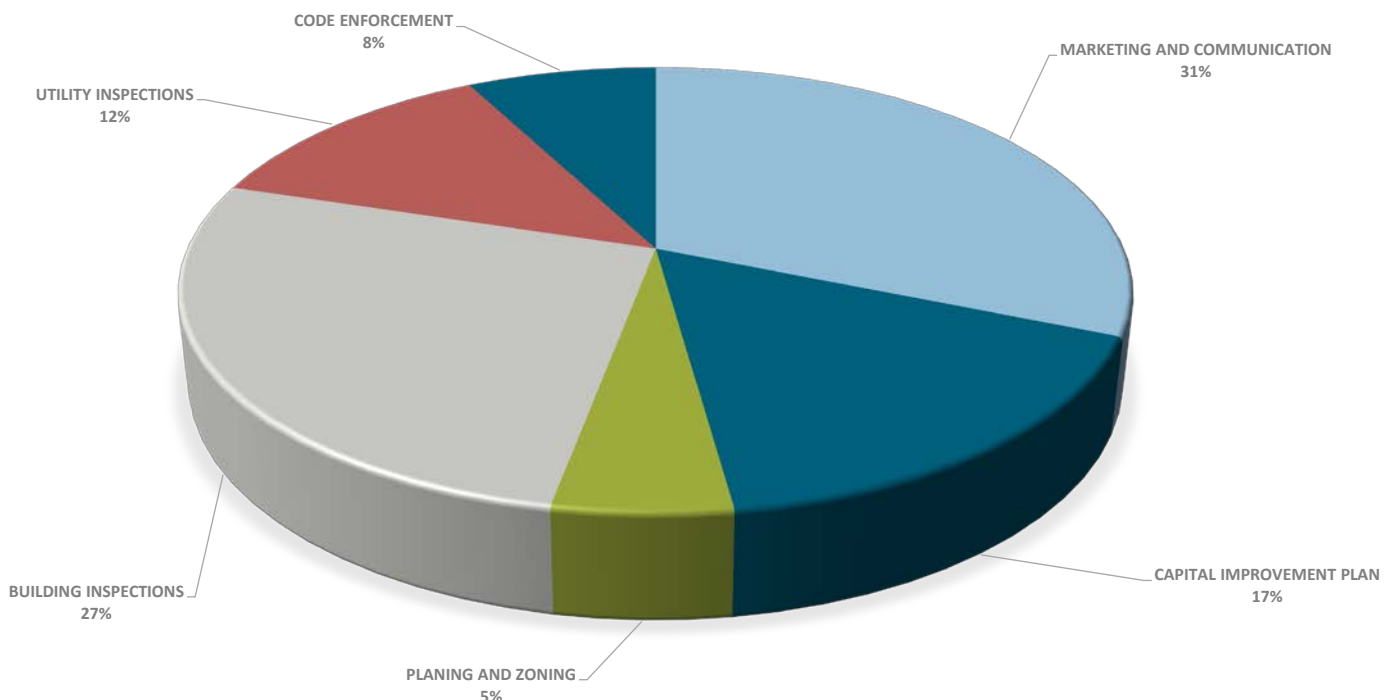
GENERAL FUND - DEVELOPMENT



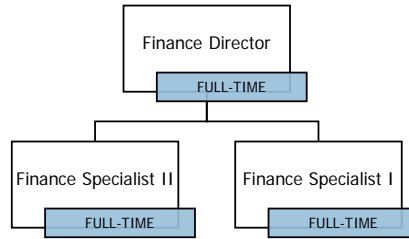
The development department reviews and comments on all proposed developments, reviews compliance with all zoning regulations and development ordinances, and processes applications for plats, rezoning, site plan revisions, and special use permits. The department is also responsible for maintaining compliance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

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
MARKETING AND COMMUNICATION	111,058.27	141,115.00	129,738.36	178,267.00	26.33% Increase
CAPITAL IMPROVEMENT PLAN	55,092.98	79,755.00	51,977.45	94,627.00	18.65% Increase
PLANING AND ZONING	15,717.54	25,860.00	17,836.74	29,408.00	13.72% Increase
BUILDING INSPECTIONS	126,880.04	127,435.00	121,827.75	153,563.00	20.50% Increase
UTILITY INSPECTIONS	43,351.83	56,242.50	54,640.41	71,247.00	26.68% Increase
CODE ENFORCEMENT	27,750.03	33,842.50	33,137.70	43,788.00	29.39% Increase
TOTAL	379,850.69	464,250.00	409,158.42	570,900.00	22.97% Increase

GENERAL FUND - DEVELOPMENT

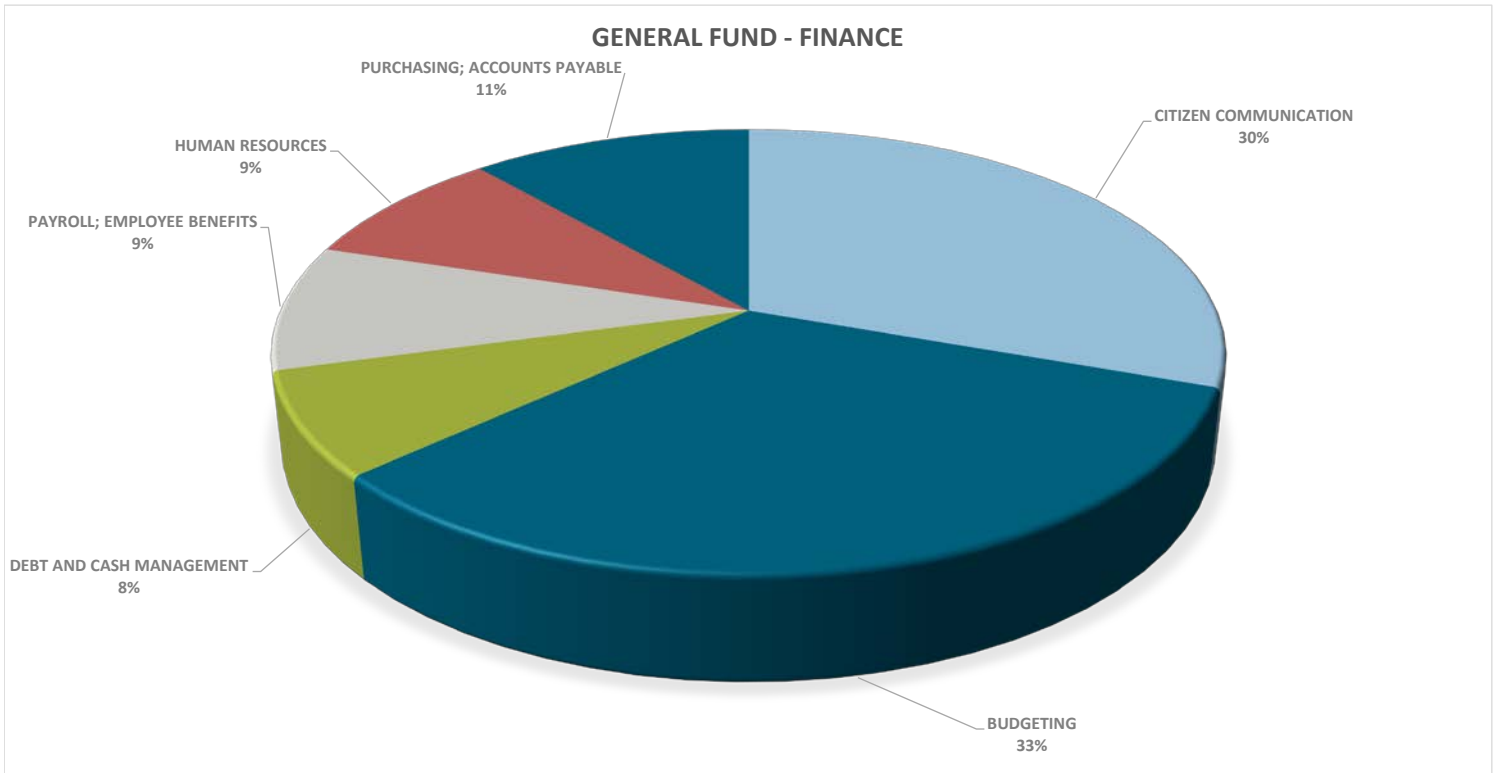


GENERAL FUND - FINANCE

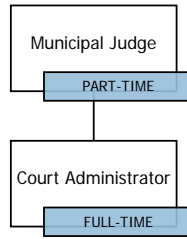


The finance department is responsible for development and review of department policies and procedures, budgeting, debt financing, cash management, investments, and banking relations. The finance department is also responsible for all major financial documents of the City, including the annual budget and CAFR. The finance department processes accounts payable, payroll, billing and collection of animal licenses, business licenses, taxes, and utilities. The finance department also operates as the human resources department.

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
CITIZEN COMMUNICATION	55,919.41	56,040.00	55,484.20	59,364.00	5.93% Increase
BUDGETING	58,042.22	60,220.00	59,517.67	63,780.00	5.91% Increase
DEBT AND CASH MANAGEMENT	13,758.06	13,840.00	13,625.52	14,682.00	6.08% Increase
PAYROLL; EMPLOYEE BENEFITS	26,279.33	15,625.00	16,796.54	17,863.00	14.32% Increase
HUMAN RESOURCES	14,609.51	15,510.00	15,973.58	17,004.00	9.63% Increase
PURCHASING; ACCOUNTS PAYABLE	19,737.80	20,605.00	20,866.20	22,206.00	7.77% Increase
UTILITY BILLING	102,897.33	61,410.00	74,660.34	72,101.00	17.41% Increase
TOTAL	291,243.66	243,250.00	256,924.05	267,000.00	9.76% Increase



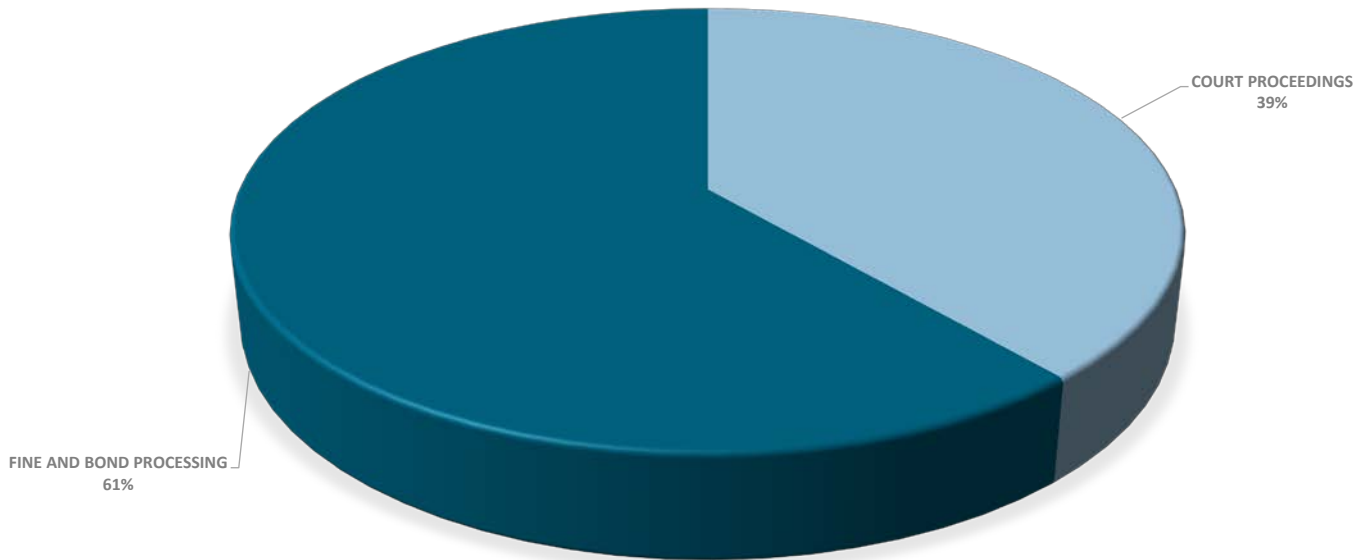
GENERAL FUND - MUNICIPAL COURT



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

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
COURT PROCEEDINGS	53,445.93	55,635.00	52,020.28	40,855.00	26.57% Decrease
FINE AND BOND PROCESSING	60,909.57	56,815.00	60,885.92	64,745.00	13.96% Increase
TOTAL	114,355.50	112,450.00	112,906.20	105,600.00	6.09% Decrease

GENERAL FUND - MUNICIPAL COURT

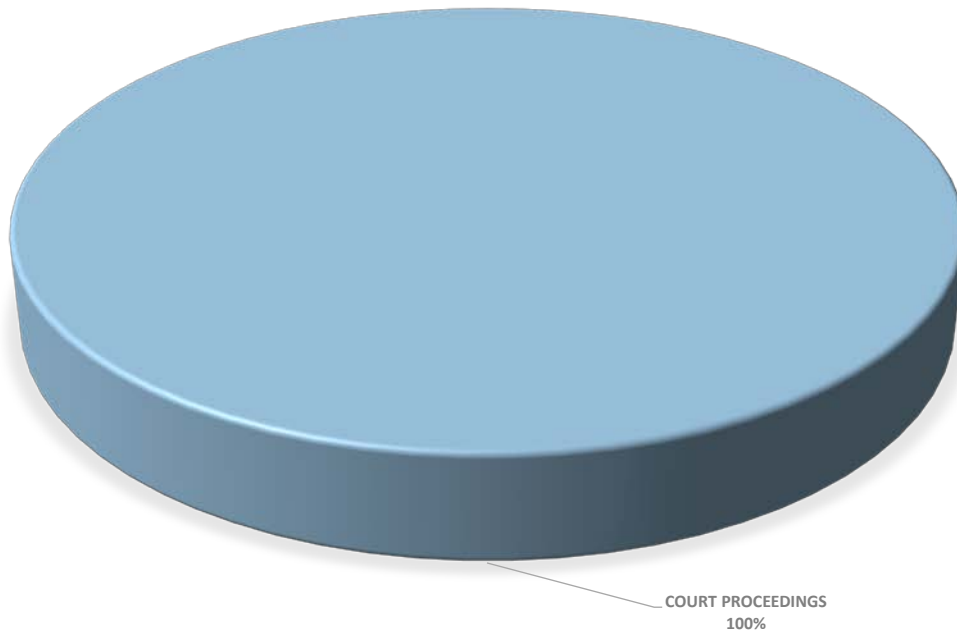


SPECIALS FUNDS - MUNICIPAL COURT

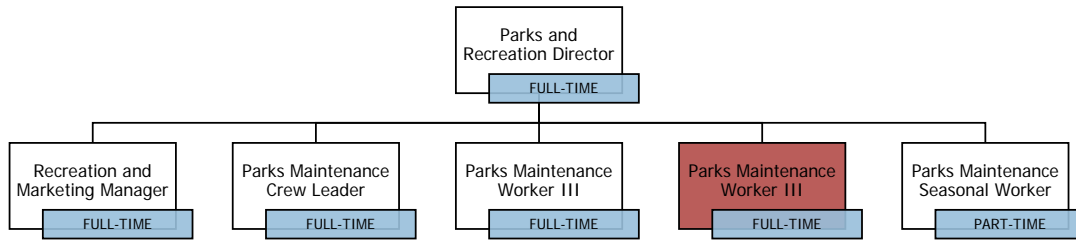
The Special Funds related to the municipal court are the Appointed Counsel Fund and Judicial Education Fund. The Appointed Counsel Fund shall only be used to pay reasonable fees approved by the court for the appointment of an attorney to represent any defendant found by the judge to be indigent and unable to pay for legal representation, and where the Supreme Court rules or the law prescribes such appointment pursuant to Section 479.260, RSMo. Any balance above \$500 shall be transmitted quarterly to the General Fund. The Judicial Education Fund shall only be used to pay the reasonable fees approved by the court for the continuing education of the municipal court staff pursuant to Section 479.260, RSMo. Any balance above \$1,500 shall be transmitted quarterly to the General Fund.

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
COURT PROCEEDINGS	325.00	2,000.00	398.68	1,000.00	50.00% Decrease
TOTAL	325.00	2,000.00	398.68	1,000.00	50.00% Decrease

SPECIAL FUNDS - MUNICIPAL COURT



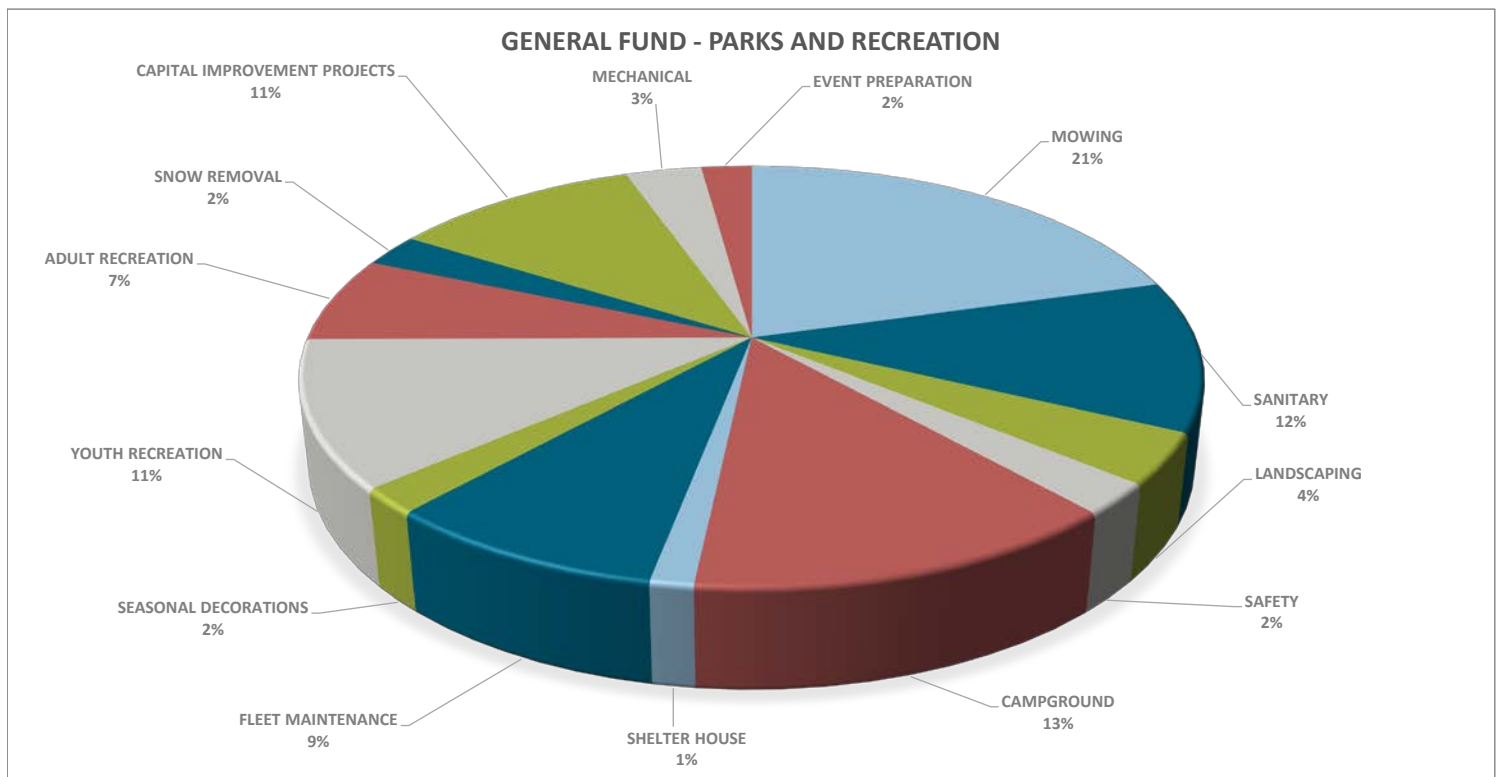
GENERAL FUND - PARKS AND RECREATION



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

GENERAL FUND - PARKS AND RECREATION (CON'T)

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
MOWING	161,780.63	200,935.00	207,060.85	125,654.00	37.47% Decrease
SANITARY	51,685.58	54,545.00	77,418.85	70,694.00	29.61% Increase
LANDSCAPING	19,307.43	24,540.00	40,353.32	23,739.00	3.26% Decrease
SAFETY	11,663.85	12,590.00	29,578.08	14,684.00	16.63% Increase
CAMPGROUND	72,395.99	71,520.00	93,982.17	81,310.00	13.69% Increase
SHELTER HOUSE	7,208.64	7,405.00	24,403.24	8,119.00	9.64% Increase
FLEET MAINTENANCE	45,035.91	55,600.00	84,621.77	52,880.00	4.89% Decrease
SEASONAL DECORATIONS	11,149.60	11,765.00	15,311.53	11,894.00	1.10% Increase
YOUTH RECREATION	40,827.10	54,030.00	40,765.64	68,760.00	27.26% Increase
ADULT RECREATION	24,640.61	35,650.00	32,294.57	40,360.00	13.21% Increase
SNOW REMOVAL	10,809.88	14,830.00	17,324.57	15,253.00	2.85% Increase
CAPITAL IMPROVEMENT PROJECTS	58,832.55	-	-	65,000.00	0.00% No Change
MECHANICAL	17,576.32	14,590.00	18,713.25	19,878.00	36.24% Increase
EVENT PREPARATION	11,096.74	12,000.00	12,226.08	13,175.00	9.79% Increase
TOTAL	544,010.84	570,000.00	694,053.93	611,400.00	7.26% Increase

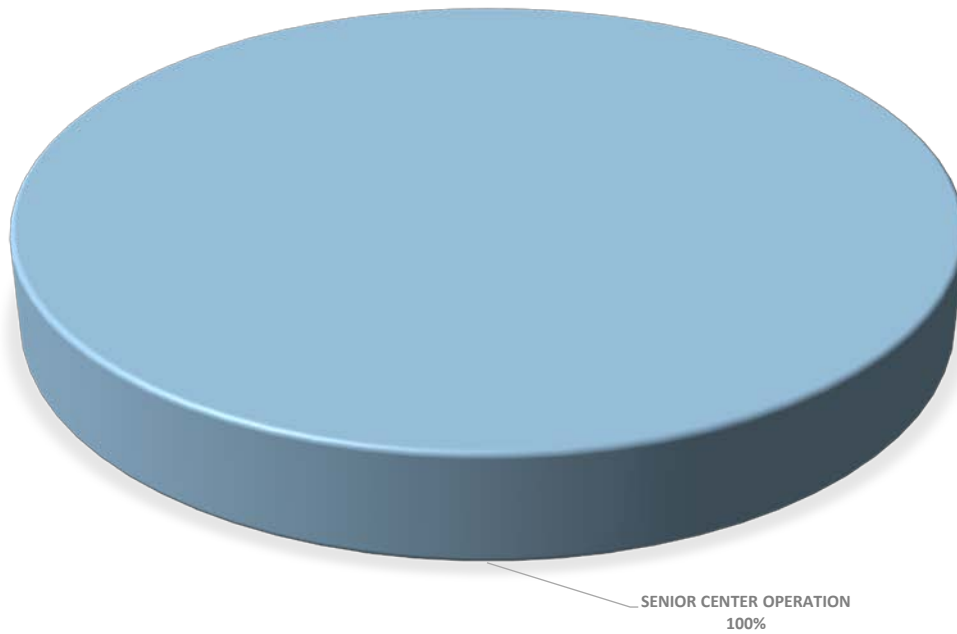


GENERAL FUND - SENIOR SERVICES

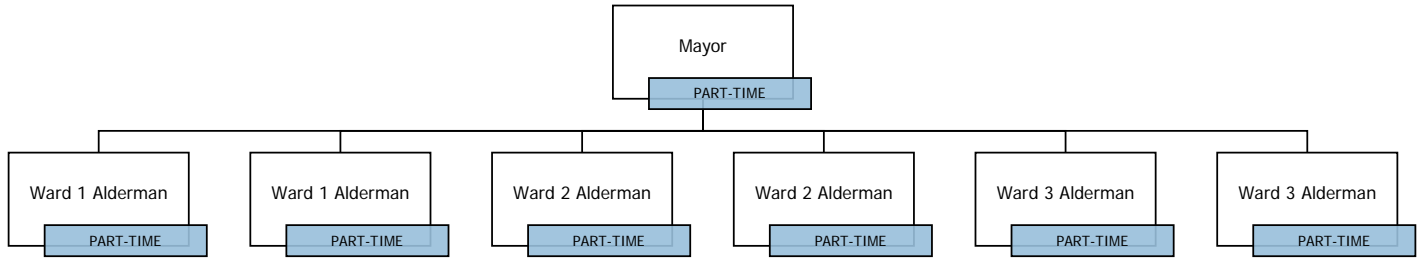
The Senior Center is a facility operated by the City which is leased to a not-for-profit organization, but is also made available for events.

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
SENIOR CENTER OPERATION	33,318.63	30,500.00	29,792.43	27,700.00	9.18% Decrease
TOTAL	33,318.63	30,500.00	29,792.43	27,700.00	9.18% Decrease

GENERAL FUND - SENIOR SERVICES



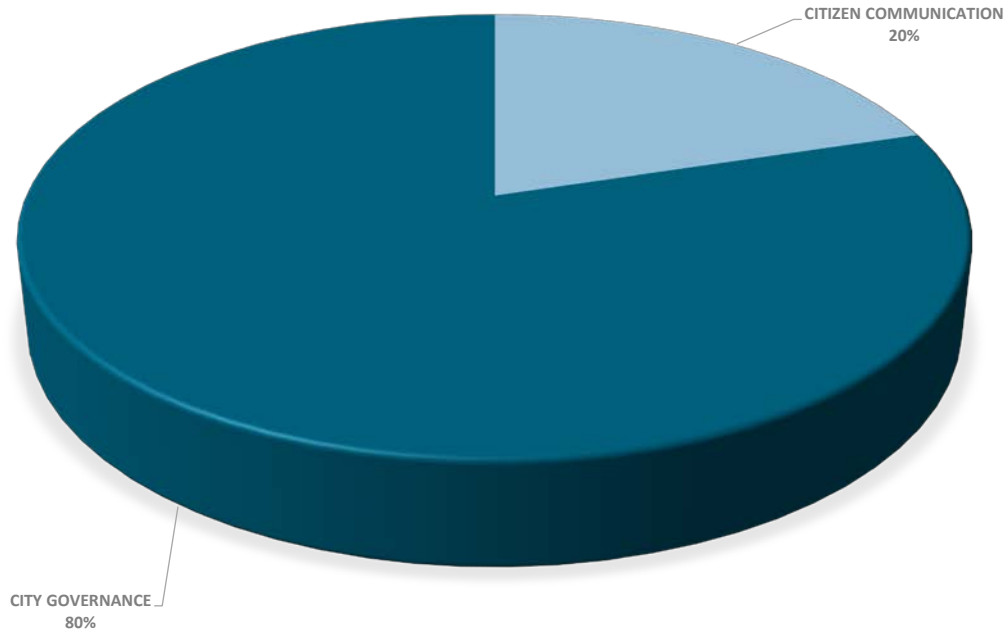
GENERAL FUND - ELECTED OFFICIALS



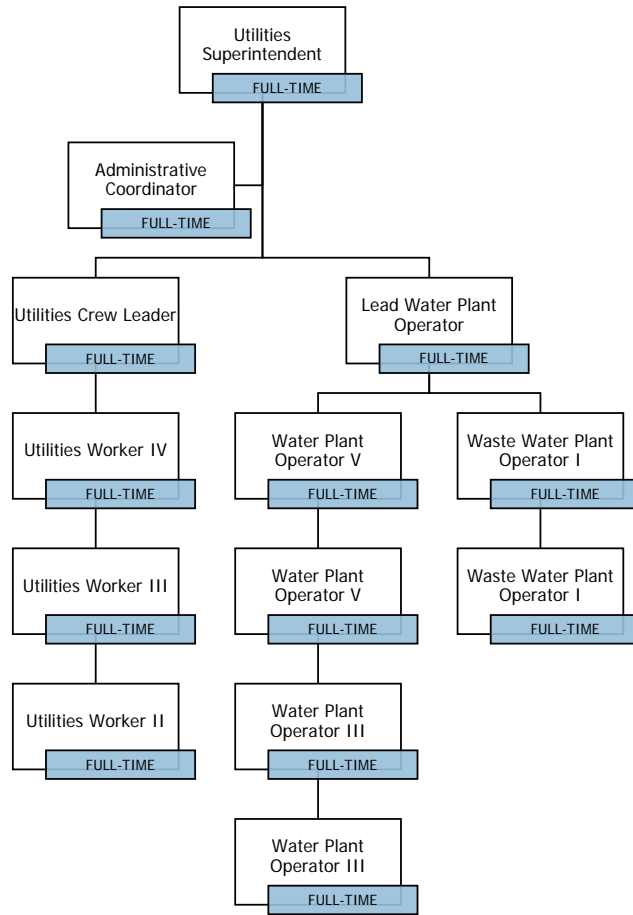
The Board of Aldermen is the governing body of the City and is empowered by state law to make laws and regulations with respect to municipal affairs. The Board of Aldermen is composed of six members, serving staggered two-year terms. The Mayor is empowered by state law to carry out the laws and regulations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

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
CITIZEN COMMUNICATION	13,454.77	11,400.00	11,149.64	11,880.00	4.21% Increase
CITY GOVERNANCE	42,827.21	43,100.00	45,336.72	47,020.00	9.10% Increase
TOTAL	56,281.98	54,500.00	56,486.36	58,900.00	8.07% Increase

GENERAL FUND - ELECTED OFFICIALS



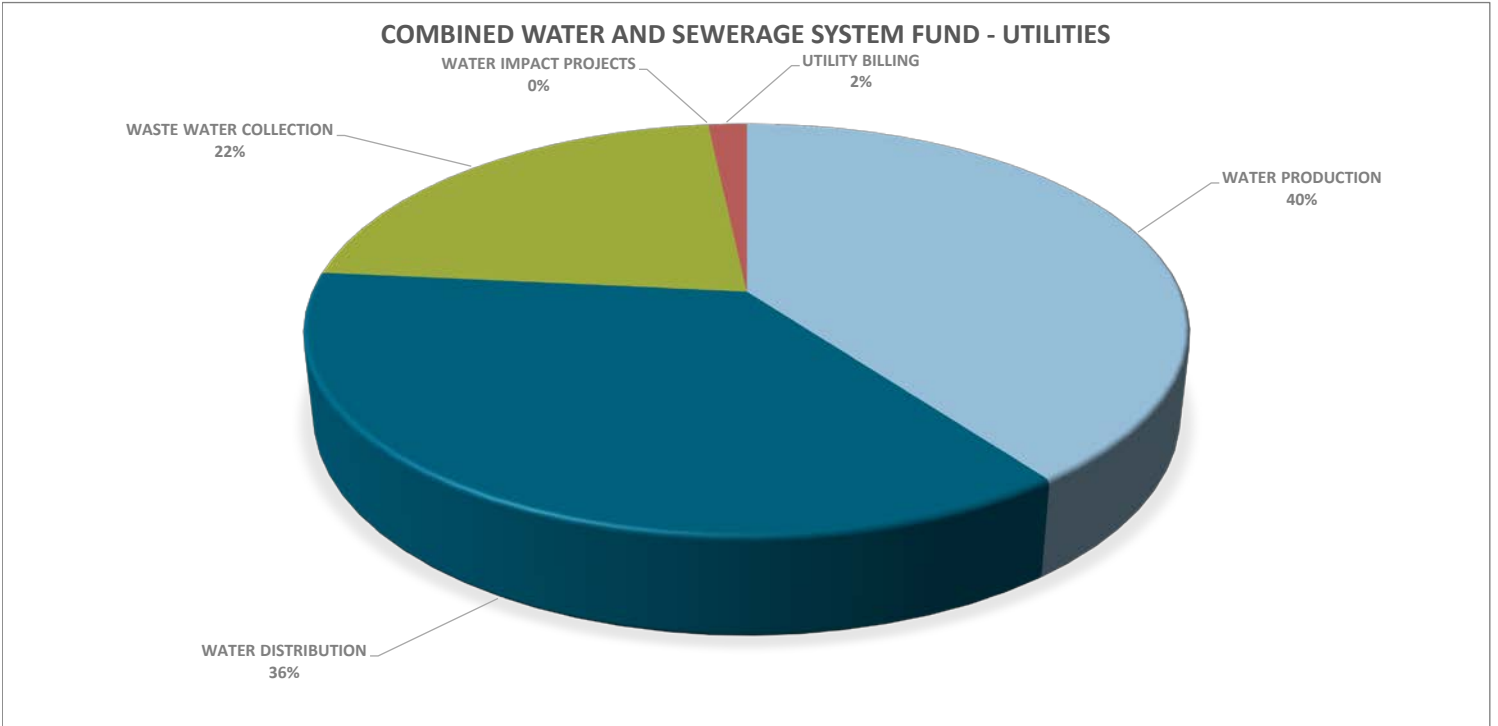
CWWS FUND - UTILITIES



The utilities department operates the Combined Water and Sewerage System Fund. The goal of this proprietary fund is to provide the best possible service for our citizens in the most efficient, professional, courteous, and cost-effective manner.

CWWS FUND - UTILITIES (CON'T)

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
WATER PRODUCTION	1,365,904.79	1,487,300.00	903,154.14	1,640,670.00	10.31% Increase
WATER DISTRIBUTION	783,150.68	1,372,001.00	910,381.53	1,505,831.00	9.75% Increase
WASTE WATER COLLECTION	702,960.35	575,335.00	712,871.86	895,495.00	55.65% Increase
WATER IMPACT PROJECTS	501,442.89	4,880,000.00	117,345.19	-	100.00% Decrease
UTILITY BILLING	58,780.39	61,664.00	56,217.43	69,104.00	12.07% Increase
TOTAL	3,412,239.09	8,376,300.00	2,699,970.16	4,111,100.00	50.92% Decrease

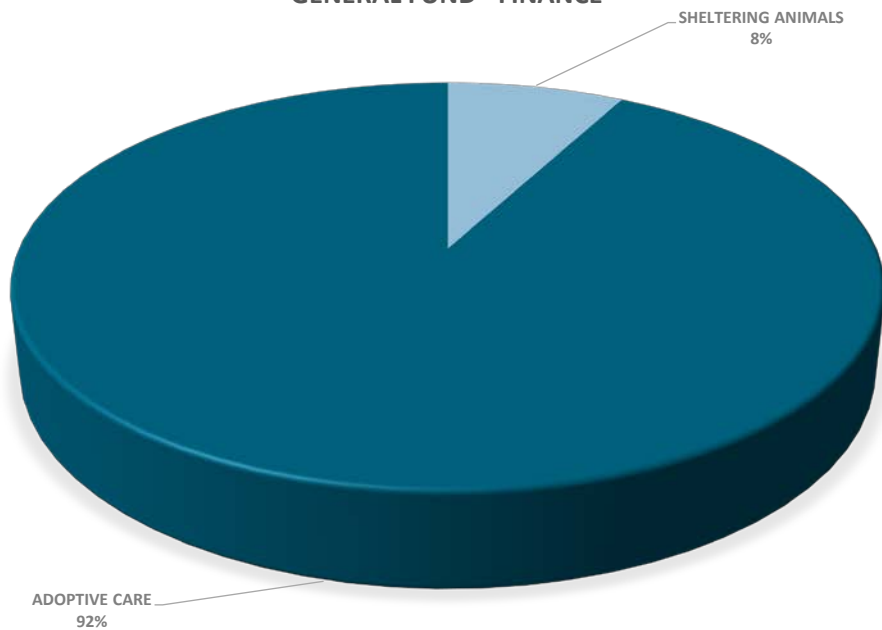


GENERAL FUND - ANIMAL SHELTER

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

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
SHELTERING ANIMALS	8.02	5,120.00	866.28	745.00	85.45% Decrease
ADOPTIVE CARE	152.47	26,980.00	16,459.31	8,755.00	67.55% Decrease
TOTAL	160.49	32,100.00	17,325.59	9,500.00	70.40% Decrease

GENERAL FUND - FINANCE



GENERAL FUND - DISASTER RECOVERY

The City is responsible for the rehabilitation of the City in the case of a natural disaster.

	FY16 Actual	FY17 Budget	FY17 YTD	FY18 Budget	
CLEANUP AND RECOVERY	-	-	31,224.47	-	0.00% No Change
TOTAL	-	-	31,224.47	-	0.00% No Change

GENERAL FUND - DISASTER RECOVERY

CLEANUP AND RECOVERY
0%