



**City of Smithville, Missouri**  
**Board of Aldermen – Regular Session Agenda**  
**August 17, 2021**

**7:00 pm – City Hall Council Chambers and Via Videoconference**

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**NOTICE:** \*Due to the Health Officer's orders for safety, public meetings and public comment during public meetings will require modification. The City of Smithville is committed to transparent public meetings and will continue this commitment during the COVID-19 crisis. 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 through FaceBook Live.

For Public Comment, please email your request to the City Clerk at [ldrummond@smithvillemo.org](mailto:ldrummond@smithvillemo.org) prior to the meeting to be invited via Zoom.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Acknowledgement of the 2021 Photo Contest Winners**
  - First Place - Donna Gordon
  - Second Place - Molly Beale
  - Third Place - Pam Johnson
- 4. Consent Agenda**
  - **Minutes**
    - August 3, 2021, Board of Alderman Work Session Minutes
    - August 3, 2021, Board of Alderman Regular Session Minutes
  - **Financial Report**
    - Finance Report June 2021

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**REPORTS FROM OFFICERS AND STANDING COMMITTEES**

- 5. Committee Reports**
- 6. City Administrator's Report**

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**ORDINANCES & RESOLUTIONS**

- 7. Bill No. 2912-21, Budget Amendment No. 8 – Emergency Ordinance Sponsored by Mayor Boley - 1<sup>st</sup> & 2<sup>nd</sup> Reading**

An Ordinance amending the FY21 Operating Budget to add \$250,000 to the expenditure budget for the Streetscape Phase II Change Order. 1<sup>st</sup> and 2<sup>nd</sup> reading by title only.
- 8. Bill No. 2913-21, Repealing and Replacing Section Site Plan – 1<sup>st</sup> Reading**

An Ordinance repealing and replacing Section Site Plan with requirements for improvements to adjacent public infrastructure or off-site infrastructure impacted by the proposed site plan project in any commercial district. 1<sup>st</sup> reading by title only.

9. **Bill No. 2914-21, Amending Provisions of the International Building Code – 1<sup>st</sup> Reading**  
An Ordinance amending certain provision of the building code to reinstate the ice dam protection to the codes and would reinstate a pool barrier height amendment made for the previous code. 1<sup>st</sup> reading by title only.
10. **Resolution 950, Appointment of Prosecuting Attorney**  
A Resolution appointing Angela Ravkin as the City's Prosecuting Attorney.
11. **Resolution 951, City Internet Service**  
A Resolution authorizing and directing the Mayor to renew the agreement with AT&T for Internet Service with improved network performance and network failover for three years at a lower annual cost.
12. **Resolution 952, City Phone Service**  
A Resolution authorizing and directing the Mayor to renew the agreement with Avid Communications for Voice Over Internet Protocol Services at a lower annual cost.
13. **Resolution 953, Final Plat Approval**  
A Resolution approving the final plat for Kylee Acres to create two lots on 63 acres at 2000 North East 132nd Street.
14. **Resolution 954, Streetscape Change Order**  
A Resolution authorizing a Change Order to the Downtown Streetscape Phase II - East Project 21-05 in an amount not to exceed \$251,486.90.
15. **Resolution 955, Disbursement of American Rescue Plan Act Funds**  
A Resolution authorizing and directing the Mayor to execute documents related to disbursement of American Rescue Plan Act funds from the State of Missouri.

#### **OTHER MATTERS BEFORE THE BOARD**

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16. **Public Comment**  
Pursuant to the public comment policy, a **request must be submitted to the City Clerk prior to the meeting**. When recognized, please state your name, address and topic before speaking. Each speaker is **limited to three (3) minutes**.
17. **Appointments**  
The Mayor will make a nomination for the Parks and Recreation Committee.  
Allyson Attigliato  
  
The Mayor will make a nomination for the Planning and Zoning Commission.  
Rob Scarborough
18. **New Business From The Floor**  
Pursuant to the order of business policy, members of the Board of Aldermen may request a new business item appear on a future meeting agenda.
19. **Adjournment to Executive Session Pursuant Section 610.021(2&12)RSMo.**

Join Zoom Meeting

<https://us02web.zoom.us/j/82581192235>

Meeting ID: 825 8119 2235

Passcode: 754856

Posted by Linda Drummond, City Clerk, August 12, 2021 4:00 p.m. Accommodations Upon Request  
107 W. Main St., Smithville, MO 64089





## Board of Alderman Request for Action

**MEETING DATE:** 8/17/2021

**DEPARTMENT:** Administration

**AGENDA ITEM:** Consent Agenda

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### REQUEST FOR BOARD ACTION:

The Board of Aldermen can review and approve by a single motion. Any item can be removed from the consent agenda by a motion. The following items are included for approval:

- **Minutes**
  - July 19, 2021 Board of Alderman Work Session Minutes
  - July 19, 2021 Board of Alderman Regular Session Minutes
- **Financial Report**
  - Finance Report for June 2021

### SUMMARY:

Voting to approve would approve the Board of Alderman minutes and finance report.

### PREVIOUS ACTION:

N/A

### POLICY ISSUE:

N/A

### FINANCIAL CONSIDERATIONS:

N/A

### ATTACHMENTS:

- |   |   |
|---|---|
| <input type="checkbox"/> Ordinance                        | <input type="checkbox"/> Contract           |
| <input type="checkbox"/> Resolution                       | <input type="checkbox"/> Plans              |
| <input type="checkbox"/> Staff Report                     | <input checked="" type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Finance Report |   |

# SMITHVILLE BOARD OF ALDERMAN

## WORK SESSION

August 3, 2021, 5:30 p.m.  
City Hall Council Chambers

**Due to the COVID-19 pandemic this meeting was held via teleconference.**

**The meeting was streamed live on the city's FaceBook page.**

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

Mayor Boley, present via Zoom, called the meeting to order at 5:30 p.m. A quorum of the Board was present via Zoom meeting: Steve Sarver, Marv Atkins, Kelly Kobylski, Dan Ulledahl, John Chevalier and Dan Hartman.

Staff present via Zoom: Cynthia Wagner, Anna Mitchell, Chuck Soules, Chief Lockridge, Mast Denton, Stephen Larson, Jack Hendrix, Linda Drummond, Bob Lemley and Gina Pate.

### **2. Discussion of Combined Water and Wastewater System Fund**

- Staff is recommending the selection of Alternate #1 (West Bypass of 144<sup>th</sup> Street Lift Station) for a south sewer solution. Staff is looking for input or approval from the Board of Alderman for the project.
- Staff is continuing to update the Utility Rate Model to generate the necessary utility rates needed to support debt issuance to pay for project.

Mayor Boley noted that the staff report and presentation were in the packet and were thorough in outlining all issues for discussion. He said that the Board had reviewed the information a few times. He asked if the Board would agree to go over the highlights or if they would need anything more in-depth? He said in his opinion he agrees with staff's recommendation of alternate number one. We have had some issues with easement acquisitions in trying to connect to Forest Oaks.

The Board all agreed they did not need a presentation and that staff did a good job of explaining it in the packet and it is evident of what we need to do moving forward.

Mayor Boley noted that the other question staff had in the packet was on debt issuance, he believes staff's recommendations presented in the packet clarifies the direction needed for alternative number one.

*Alternate #1 (West Bypass of 144th Street Lift Station) would allow the 144th Street Lift Station to be constructed. This project would also allow the Hills of Shannon force main to be converted to a gravity sewer line which would eliminate the Hills of Shannon lift station. Alternate #1 will also provide for potential development in south*

*Smithville through the extension of a line south. Some of the alignment of Alternate #1 follows a utility easement. Staff has contacted Evergy and is discussing the City's ability to utilize a portion of the easement to avoid easement acquisition.*

*Alternate #1 is estimated to cost approximately \$2.5 million, which includes engineering, easement/ROW, and construction costs. Staff would also request Board authorization to have HDR prepare an engineering services agreement, project scope, and fee for Alternate #1.*

*Given the recommendation above, the 2022-2026 CIP has undergone edits and changes to projects planned for the 5-year period. In FY2022, the CIP features a budget of \$500,000 for engineering and easement/right-of-way costs for the West Bypass of 144th Street Lift Station. In looking at the upcoming CWWS cashflow graph for FY2022, staff anticipates having the financial capability to pay cash for the engineering/ROW while still retaining a required reserve amount above 20% of the CWWS operating budget.*

*In FY2023, the CIP features \$1,500,000 for the construction of the 144th Street Lift Station and \$2,000,000 for the construction of the West Bypass of 144th Street Lift Station. Together, the total project cost is \$4 million with engineering of \$500,00 and construction of the bypass and lift station at \$3.5 million. Due to the costs of this project, the City is not projected to be in an appropriate financial position to pay cash for the West Bypass of 144th Street Lift Station. As indicated by the CWWS Fund 5-year cashflow model, paying cash (\$3.5 million) for this project would meaning incurring a severe deficit in the fund in FY2023 (nearly \$1.3 million deficit). Staff also discussed the possibility of using sewer impact cash for this project. However, with major plant expansion projects on the horizon, such as the wastewater treatment plant expansion project, staff is proposing to continue to buildup fund balance for sewer impact cash as a strategy to support funding that project.*

#### *Debt Issuance*

*Funding this project would require issuing debt. Debt issuance has been anticipated for the last several years in association with the scope of projects identified. Staff has been working with Piper Sandler, the City's financial advisory services provider, to explore financing options. One conversation involved exploring alternative financing options, such as the State Revolving Fund (SRF), a subsidized low interest loan program which is facilitated through the State. The SRF does offer some advantages, but also has disadvantages. The SRF can offer lower interest rates on the issuance of debt. However, when applicants submit projects for funding through the SRF, all submitted projects are prioritized for available funding and are listed in the annual SRF "Intended Use Plan". The Department of Natural Resources (DNR) also reviews plans and applications for water and sewer projects, which would further delay the project to completion. This is one primary disadvantage as funding is not guaranteed once an application is submitted due to this prioritization process. In addition, SRF requires voter approved revenue GO Bonds (General Obligation), so the process has this additional burden.*

*Staff also discussed issuing a COP (Certificate of Participation) to finance the West Bypass of 144th Street Lift Station project. This is the recommended financing route. The City issued a COP (Series 2018) for pay for the Wastewater Plant Upgrade and South Interceptor project. While a COP issuance may carry a slightly higher interest rate than a SRF loan, the COP carries much more flexibility and less limitations on the timeline of starting the project. At this point, staff is in the process of developing a debt service (amortization) schedule applicable for project costs of \$3.5 million. Staff seeks Board direction regarding a preferred financing option or either SRF or issuing a COP.*

Cynthia noted that staff has been in contact with Evergy, and we will continue those discussions on the easement to allow the alignment for the project. Cynthia asked if the Board would like some information on the financing question?

Mayor Boley said that the City has gone the route of a COP (Certificate of Participation) before and feels that is the way to go again. He asked the Board's thoughts.

Stephen went briefly over staff's recommendations for the COP. He explained that he and Cynthia worked with Piper Sandler to develop a debt schedule and get an idea of what the financing would look like for a COP. In the packet there is a slide on issuing a COP versus a State Revolving Fund (SRF) and staff is looking for permission from the board to pursue the COP. He noted that after looking at the pros and cons of the State Revolving Fund (SRF) versus COP, while the SRF did have a slightly lower interest rate than a COP by approximately one percent. There is not as much flexibility throughout the application process and the other fact that funds of the SRF get prioritized with other project submissions. When he and Cynthia discussed this with Piper Sandler the COP stood out as the recommendation even with a slightly higher interest rate. It was the fact that going through an application process and having to be prioritized against other projects that would put us at a disadvantage to try and get the project done in the time that we would need to have it done next year.

Mayor Boley asked if he was correct that we have some COP debt rolling off in November?

Stephen said that we have our 2012 series that we will finish paying on in November so we will just have the 2018 series that we will be paying on.

Mayor Boley asked if the Board had any questions on the debt issuance and explained that there will be paperwork and Resolutions the Board will need to approve. He explained that tonight staff needs direction from the Board on which debt issuance they would like to move forward with.

The Board had no questions at this time.

Mayor Boley asked if staff would like to discuss utility rates at this time.

Cynthia explained that Stephen and Mayra have been updating the rate study that was done in 2018 reflecting the new capital improvement project costs and the prioritizations of the projects. She noted that in discussions with Piper Sandler we do not at this time have full rate recommendations.

Stephen explained that staff is in the process of getting the model updated this week. He and Mayra are going to look at that model and be able to see what the specific rate recommendations would be for fixed charges for water and sewer in the volume metric charges for each of the meter types. In the staff report it was noted that right now we have a 5% increase for water at 10% and sewer. The forecast that staff provided to Piper Sandler in our five-year plan we have 5% growth assumptions in revenue that helps provide for our debt issuance. He said they were looking at the rate model and compare the two and make sure that they work will together and get a rate recommendation prepared.

Mayor Boley said he appreciated the presentation staff put together and how they showed how Smithville's rates compare to surrounding cities. He stated that he would like to give staff a little bit of flexibility in figuring the rate percentage point and not have to keep coming back to the Board for direction. He said he would recommend the request that the Board give staff some latitude to be able to go up to somewhere around 20% on sewer.

Cynthia explained that a public hearing has to be held annually to raise and set the sewer rates.

Mayor Boley said he understood that but explained that if needed staff could recommend increases higher than 10% for sewer rates. He noted that our sewer rates are fairly low compared to surrounding cities, even if we raised our sewer rates 20% it would still be lower than Gladstone. He explained that we be able to get to where we need to be in order to pay for the sewer improvements. He thanked Stephen and Chuck for the work they did on this. He also noted that this would only amount to a couple dollars a month on a sewer and water bill to make our systems a lot better.

Alderman Hartman agreed with Mayor Boley and asked about the need to have a public hearing every year?

Cynthia explained that State Statute outlines that when we increase the sewer rates we have to post and hold a public hearing. One of the things staff has discussed in budget development this year is that in 2018 when we did the rate study and did not hold the public hearing until in January 2019 and then implemented those rates later in the year. Now we have gotten more on March time frame for implementation of the new rate. Staff would like to be able to set the new rates on the calendar year.

Mayor Boley agreed that it should be tied to the calendar year. He explained that the increase also impacts other entity budgets like the school whose budget year begins in July, so we need to make sure we let them know ahead of time.

Cynthia noted that this is not related to water and sewer but the overall bill to residents. As staff presents the budget information and the solid waste contract, we are also looking at moving the that start concurrent with the fiscal year so those rates would increase/decrease in November. Before it was concurrent with the contract in January.

### **3. Discussion of Reapportionment Process – Ward Boundaries**

Cynthia explained that we do not have the 2020 census data yet. Normally we would have received the data much earlier in the year. We need to set the boundaries in time for the Alderman candidate filing in December for the April election. Staff would like to have direction from the Board as to philosophically what they believe the boundaries should look like, so that once we receive the census data staff can put some information together and bring back to the Board for final discussion.

Jack explained that there were two questions staff needs direction on. What is the process the Board want to use to make the selection for the draft boundary maps? How would the Board want staff to proceed? He explained that we have an incredibly short timeline for the process.

*When identifying those standards, the Board should consider certain standard redistricting criteria.*

*Those standard criteria include:*

- (1) population equality; (must be less than 10% standard deviation between highest and lowest populations)*
- (2) compact districts of contiguous territory;*
- (3) retention of existing neighborhood boundaries;*
- (4) retention of precinct boundaries;*
- (5) cohesion of other existing communities of interests;*
- (6) desire to retain historic boundaries; and*
- (7) consideration of incumbency.*

Mayor Boley asked if anyone liked the way the ward boundaries are as they stand today?

Alderman Chevalier said that it is laid out a little wonky. He said he understands the motivation and why it is laid out this way so each ward would have a piece of downtown. He thinks it might be better to have a north, central and south scenario.

Mayor Boley agreed with Alderman Chevalier, having the north, central and south cleans it up. He noted that it looks like that is how the current ward division was drawn up then they added a piece of downtown to each ward.



Jack noted on that scenario, which is perfectly acceptable. The seventh criteria in the redistricting is the consideration of incumbency. If you lay it out north, central and south it is not as acute as it was previously, but some of the existing Alderman would be moved into a different ward.

Mayor Boley noted that Cedar Lakes could stay in ward three by angling the line southeast.

Jack explained that once we get the actual numbers, we can plug those numbers on the map, and it will give us how close we are to the ideal one-third division of population. As of July 25, the estimated population was 11,011.

Alderman Hartman asked if we have a pretty good idea of the population per subdivision?

Jack said no we do not. The census will give us what is called census tracts each subdivision has multiple tracts that will have to be added up to get the population for each subdivision. When you divide the area up for redistricting you divide it based on the census tracts.

Mayor Boley asked if anyone wanted to keep the downtown as part of all the wards?

The Board all agreed they did not.

Mayor Boley pointed out that we could clean it up a little bit by making it more east to west lines to divide the wards.

Jack indicated in looking at the map in the last ten years there has been several new homes built in ward one so the population for the downtown area has grown.

Alderman Chevalier asked if the boundaries have to be set now?

Mayor Boley explained that the Board is just to give staff general direction for when we receive the census data.

Alderman Chevalier asked what if we do not get it soon, is there a problem pushing it back to the next year's election?

Jack said he did not believe it has to be done by this upcoming election specifically, but the goal is so that the voting is balanced. That is why we want to do the redistricting as soon as we can.

Mayor Boley asked Jack if he had the direction he needed?

Jack said he would take the preliminary numbers to start the process and then once we receive the census data we can plug in the correct numbers. Staff will notify the Board if we exceed the standard 10% deviation. He noted that he is very comfortable in expressing that he believes that will happen which means we will need to redraw the boundaries to get them balanced. He said that staff will work up three or four different options on maps for the Board to look at and see which ones

meet those seven criteria that are most appropriate. Once the Board chooses the map from there staff will draft an Ordinance with the legal description based on that map. Once the Ordinance is approved staff will then get it to the board of election commissioners so they can send out new ward cards to the residents.

Alderman Atkins asked if staff was taking into consideration of any potential growth in the next three to five years?

Jack explained that we cannot, we can only address the 2020 census data.

Cynthia noted that as soon as we receive the census data staff will be taking the Board's direction from tonight and coming up with information for the Board to review.

Jack noted that the last estimate timeline we received was early September.

Cynthia took a moment to introduce our new employee Gina Pate, Management Analyst in our Public Works Department. Gina started last month and is acclimating herself to the community, talking about a lot of road improvement with Chuck and has started making improvements to the Public Works pages on the City website. Cynthia noted that with requests from the Board for improved communication for residents, Gina along with other staff are working to improve the information. Also, we have had requests to post the pavement condition index (PCI) to the City website. Gina has that posted with a description of what it is. Cynthia also noted the Mayra Ore started two months ago in the Finance Department. Mayra has provided some additional financial information. Gina and Mayra will be able to help with the analytical work that we were not able to provide before. Gina is a native of Georgia but comes to us from Columbia, Missouri where she did a two-year fellowship and worked in a number of departments in that organization.

#### **4. Adjourn**

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 5:55 p.m.

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Linda Drummond, City Clerk

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Damien Boley, Mayor

**SMITHVILLE BOARD OF ALDERMEN  
REGULAR SESSION**

August 3, 2021, 7:00 p.m.  
City Hall Council Chambers

**Due to the COVID-19 pandemic this meeting was held via teleconference.**

**Mayor, Aldermen, and staff attended via Zoom meeting. The meeting was streamed live on the city's FaceBook page. Attendance in person by members of the public was not permitted.**

**1. Call to Order**

Mayor Boley was absent. Mayor Pro-Tem Sarver present via Zoom, called the meeting to order at 7:00 p.m. A quorum of the Board was present via Zoom meeting: Marv Atkins, Dan Hartman, Dan Ulledahl, Kelly Kobylski and John Chevalier.

Staff present via Zoom: Cynthia Wagner, Anna Mitchell, Chuck Soules, Chief Jason Lockridge, Matt Denton, Stephen Larson, and Linda Drummond.

**2. Pledge of Allegiance led by Cynthia Wagner**

**3. Consent Agenda**

- **Minutes**

- July 19, 2021, Board of Alderman Work Session Minutes
- July 19, 2021, Board of Alderman Regular Session Minutes

No discussion.

Alderman Chevalier moved to approve the consent agenda. Alderman Ulledahl seconded the motion.

Ayes – 6, Noes – 0, motion carries. The Mayor declared the consent agenda approved.

**REPORTS FROM OFFICERS AND STANDING COMMITTEES**

**4. City Administrator's Report**

Cynthia noted a few items in the report in the packet. The first item was information on setting the property tax rate. As outlined in the memo, typically the City must certify the tax rate with the counties by September 1. Since Clay County has changed their status to a charter there is a change in the time frame for the certification. Staff has had City Attorney, John Reddoch review the changes and it is consistent with state law. With the change we now do not certify our rate to Clay and Platte County until October 1, the county now has until September 15 to get the information to the cities, and we do not anticipate having the information before then. We may to hold a special meeting in September to set the general tax levy. Staff will keep the Board informed as we continue to receive information from the county.

Cynthia announced that we have two new staff members, Mayra Ore in the Finance Department and Gina Pate in the Public Works Department. Both have been working on several items to provide additional information to our communications. Part of that information is included in the City Administrator's report with the financial information that Mayra put together. As Cynthia mentioned in the Work Session when she introduced Gina, she has been making updates to the City website on the Public Works pages. Cynthia asked that the Board take a look at the improvements.

Cynthia gave an update on the American Rescue Plan Act money. As staff has indicated we anticipate between \$1.9 and \$2 million dollars. At this time, we do not have an exact amount we will be receiving. Staff did receive word late last week from the state that they are beginning the process for cities to be able to request those funds. Earlier this week staff did receive the paperwork to complete that application for those funds. The application is due by September 1. Staff is working to get the information together and will have it ready for Board approval at the August 17 meeting to allow the Mayor to submit the request by September 1.

Cynthia noted that Matt Denton, Parks Director shared information this morning that registration opened yesterday morning for campsites for the Haunted Campground. The campsites sold out in 30 minutes. The Haunted Campground is an incredibly popular event. They do still have some vendor slots available. The event will be held October 23.

Cynthia gave an update on the status of vacancies in the Police Department. Wes Lopez was hired earlier this year and is now finishing up his field training. Two City sponsored candidates, Colby Mathis and Landon Somerville, that are nearing the end their time at the Platte County Sheriff's Department Academy. They will graduate September 9 and then begin their field training which they will complete sometime around the end of the year. Two new recruits, Kaitlin Repola and Brett Hazelrigg, that were hired within the last couple of weeks will start the Blue River Academy tomorrow. The City is also sponsoring them. They will graduate from the academy by the end of the year and begin their field training about the time that Colby and Landon complete theirs. Staff will be making an offer to Lucas Seloover this week and he will start the Kansas City Police Academy that starts in September. With the new hires it only leaves us with two vacancies in the department.

## **ORDINANCES & RESOLUTIONS**

### **5. Bill No. 2909-21, MoDOT Agreement – 2<sup>nd</sup> Reading**

Alderman Ulledahl moved to approve Bill No. 2909-21, authorizing and directing the mayor to execute a transportation alternatives funds program agreement with the Missouri Highways And Transportation Commission. 2<sup>nd</sup> reading by title only. Alderman Atkins seconded the motion.

No discussion.

Upon roll call vote:

Alderman Atkins – Aye, Alderman Hartman – Aye, Alderman Chevalier – Aye, Alderman Kobylski – Aye, Mayor Pro-Tem Alderman Sarver – Aye, Alderman Ulledahl – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2909-21 approved.

**6. Bill No. 2910-21, Repealing Section 110.260 of the City Ordinances – 2<sup>nd</sup> Reading**

Alderman Hartman moved to approve Bill No. 2910-21, repealing Section 110.260 of the City Ordinances and adopting a new Section 110.260 of the City Ordinances regarding court costs. 2<sup>nd</sup> reading by title only. Alderman seconded the motion.

No discussion.

Upon roll call vote:

Alderman Ulledahl – Aye, Alderman Chevalier – Aye, Alderman Kobylski – Aye, Mayor Pro-Tem Sarver – Aye, Alderman Hartman – Aye, Alderman Atkins – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Pro-Tem Sarver declared Bill No. 2910-21 approved.

**7. Bill No. 2911-21, Budget Amendment No. 7 – 2<sup>nd</sup> Reading**

Alderman Ulledahl moved to approve Bill No. 2911-21, amending the FY21 operating budget to add \$93,000 to the expenditure budget for police radios and Incode software update. 2<sup>nd</sup> reading by title only. Alderman Kobylski seconded the motion.

No discussion.

Upon roll call vote:

Mayor Pro-Tem Sarver – Aye, Alderman Kobylski – Aye, Alderman Hartman – Aye, Alderman Ulledahl – Aye, Alderman Atkins – Aye, Alderman Chevalier – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2911-21 approved.

**8. Resolution 947, Residential Solid Waste Collection Services**

Alderman Ulledahl moved to approve Resolution 947, authorizing the expenditure of funds for the purchase of portable police radios, for an amount not to exceed \$84,500.00. Alderman Atkins seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 947 approved.

**9. Resolution 948, Special Event Permit**

Alderman Chevalier moved to approve Resolution 948, approving a Special Event Permit to Eric Craig Real Estate Team for Festiville to be held at Courtyard Park on September 4, 2021. Alderman Kobylski seconded the motion.

No discussion.

Ayes – , Noes – 0, motion carries. Mayor Boley declared Resolution 948 approved.

**10. Resolution 949, Blueprint for Safer Roadways Grant**

Alderman Hartman moved to approve Resolution 949, authorizing the Mayor to sign the agreement with the Missouri Highway and Transportation Commission for the Blueprint for Safer Roadways Grant. Alderman Kobylski seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 949 approved.

**OTHER MATTERS BEFORE THE BOARD**

**11. Public Comment**

None

**12. New Business from the Floor**

Mayor Pro-Tem Sarver asked that the City Fireworks Ordinance concerning bottle rockets be discussed at an upcoming Work Session.

Cynthia noted that staff would gather information on what other city's regulations are to bring forward for a future Work Session.

**13. Adjourn**

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

Ayes – 6, Noes – 0, motion carries. Mayor Pro-Tem Sarver declared the regular session adjourned at 7:15 p.m.

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Linda Drummond, City Clerk

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Damien Boley, Mayor

# FY21 BUDGET - FINANCIAL UPDATE

6/30/21

REVENUES, BY FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
GENERAL FUND	4,763,608.86	4,874,040.00	3,631,824.78	4,918,540.00	74.51%
CAPITAL PROJECTS FUND	-	273,000.00	214,478.15	272,250.00	78.56%
CAPITAL IMPROVEMENT SALES TAX FUND	579,720.69	530,750.00	402,947.34	615,250.00	75.92%
DEBT SERVICE FUND	556,280.00	342,190.00	342,190.00	342,190.00	100.00%
TRANSPORTATION SALES TAX FUND	582,358.98	530,750.00	397,140.68	604,335.00	74.83%
COMBINED WATER/WASTEWATER SYSTEMS FUND	4,466,228.64	4,808,890.00	3,125,335.66	5,164,591.00	64.99%
SANITATION FUND	831,293.48	890,550.00	578,222.52	877,615.00	64.93%
SPECIAL ALLOCATION FUND	8,260.08	520,000.00	314,867.82	520,000.00	60.55%
PARK & STORMWATER SALES TAX FUND	-	442,290.00	358,096.75	475,924.00	80.96%
VEHICLE AND EQUIPMENT REPLACEMENT FUND	-	165,000.00	91,971.00	165,000.00	55.74%
CARES FUND	945,399.87	-	-	-	
	<b>11,787,750.73</b>	<b>13,377,460.00</b>	<b>9,457,074.70</b>	<b>13,955,695.00</b>	70.69%

EXPENDITURES, BY FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
GENERAL FUND	4,934,030.90	5,965,540.00	3,497,775.65	5,420,793.81	58.63%
CAPITAL PROJECTS FUND	699,506.47	1,737,440.00	1,090,959.63	1,882,370.00	62.79%
CAPITAL IMPROVEMENT SALES TAX FUND	556,280.00	752,250.00	423,893.00	798,910.00	56.35%
DEBT SERVICE FUND	325,017.50	329,860.00	231,262.50	325,020.00	70.11%
TRANSPORTATION SALES TAX FUND	175,690.18	1,055,820.00	206,677.05	1,034,225.00	19.58%
COMBINED WATER/WASTEWATER SYSTEMS FUND	3,360,050.12	7,525,260.00	2,240,981.03	7,228,101.00	29.78%
SANITATION FUND	813,356.26	885,710.00	577,656.16	868,409.00	65.22%
SPECIAL ALLOCATION FUND	-	520,000.00	-	517,000.00	0.00%
PARK & STORMWATER SALES TAX FUND	-	225,000.00	42,348.50	225,000.00	18.82%
VEHICLE AND EQUIPMENT REPLACEMENT FUND	-	125,000.00	34,176.49	65,838.00	27.34%
CARES FUND	357,892.29	550,000.00	348,970.23	945,400.00	63.45%
	<b>11,221,823.72</b>	<b>19,671,880.00</b>	<b>8,345,730.01</b>	<b>18,365,666.81</b>	42.42%

# FY21 GENERAL FUND

6/30/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PROPERTY TAXES	895,583.11	886,950.00	927,830.45	925,841.00	104.61%
SALES AND USE TAXES	1,772,266.24	1,696,150.00	1,274,869.34	1,911,313.00	75.16%
FRANCHISE TAXES	710,418.37	681,430.00	393,683.02	668,090.00	57.77%
OTHER TAXES	310,538.02	322,040.00	236,326.57	302,732.00	73.38%
LICENSES, FEES, AND PERMITS	362,052.14	325,080.00	295,239.80	442,027.00	90.82%
INTERGOVERNMENTAL REVENUES	25,868.33	49,280.00	38,608.24	41,237.00	78.34%
CHARGES FOR SERVICES	222,151.56	244,810.00	211,389.40	229,835.00	86.35%
FINES AND FORFEITS	144,336.13	168,980.00	87,286.50	110,390.00	51.65%
INTEREST	116,770.48	45,000.00	36,147.00	45,000.00	80.33%
DONATIONS	-	4,750.00	-	4,750.00	0.00%
OTHER REVENUE	29,104.48	400.00	30,891.87	28,155.00	7722.97%
DEBT ISSUED	-	240,000.00	-	-	
TRANSFERS IN	174,520.00	209,170.00	99,552.59	209,170.00	47.59%
	<b>4,763,608.86</b>	<b>4,874,040.00</b>	<b>3,631,824.78</b>	<b>4,918,540.00</b>	74.51%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMINISTRATION	733,241.95	1,091,070.00	712,190.79	947,711.00	65.27%
STREET	1,025,631.76	1,224,010.00	547,800.90	1,212,140.81	44.75%
POLICE	1,823,161.21	2,185,440.00	1,306,342.86	1,863,175.00	59.77%
DEVELOPMENT	442,794.55	431,650.00	282,052.86	401,930.00	65.34%
FINANCE	302,904.09	315,860.00	206,990.58	279,844.00	65.53%
COURT	-	-	-	-	
PARKS & REC	547,965.75	646,880.00	403,463.47	643,927.00	62.37%
SENIOR CENTER	16,295.32	21,620.00	11,436.21	23,056.00	52.90%
ELECTED OFFICIALS	32,723.20	40,010.00	24,282.35	40,010.00	60.69%
ANIMAL SHELTER	9,313.07	9,000.00	3,215.63	9,000.00	35.73%
EMERGENCY	-	-	-	-	
	<b>4,934,030.90</b>	<b>5,965,540.00</b>	<b>3,497,775.65</b>	<b>5,420,793.81</b>	58.63%



# ADMINISTRATION

6/30/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	335,771.57	332,760.00	204,290.43	305,930.00	61.39%
PART-TIME WAGES	36,145.64	28,500.00	23,697.61	38,182.00	83.15%
OVERTIME WAGES	-	-	17.70	35.00	1770.00%
FICA EXPENSE	26,558.32	27,640.00	16,831.67	25,313.00	60.90%
EMPLOYEE BENEFITS	25,910.48	51,110.00	18,886.41	28,038.00	36.95%
WORKER'S COMPENSATION	(2,659.81)	640.00	535.82	640.00	83.72%
RETIREMENT EXPENSE	30,555.12	33,240.00	18,299.72	27,320.00	55.05%
UNEMPLOYMENT BENEFITS	-	-	-	-	
<b>Personnel</b>	<b>452,281.32</b>	<b>473,890.00</b>	<b>282,559.36</b>	<b>425,458.00</b>	<b>59.63%</b>
REPAIRS & MAINTENANCE - BLDG	2,697.99	3,280.00	4,867.17	3,280.00	148.39%
REPAIRS & MAINTENANCE - EQUIP	5,885.23	6,620.00	4,986.86	6,620.00	75.33%
REPAIRS & MAINTENANCE - VHCLES	52.34	-	-	-	
REPAIRS & MAINTENANCE - SFTWRE	14,841.43	12,710.00	15,638.59	12,710.00	123.04%
ELECTRICITY	2,546.11	1,210.00	934.15	1,210.00	77.20%
TELEPHONE/INTERNET	2,377.69	2,300.00	3,915.34	2,300.00	170.23%
MOBILE COMMUNICATIONS	1,742.82	2,000.00	1,290.74	2,000.00	64.54%
CAPITAL EXPENDITURES - EQUIP	-	-	13,894.00	-	1389400.00%
capital expenditures - hrdware	-	-	-	-	
TOOLS & SUPPLIES	1,628.58	270.00	850.62	270.00	315.04%
FUEL	1,085.58	-	-	-	
city events	-	-	-	-	
<b>Operation and Maintenance</b>	<b>32,857.77</b>	<b>28,390.00</b>	<b>46,377.47</b>	<b>28,390.00</b>	<b>163.36%</b>
PROFESSIONAL SERVICES	118,549.77	117,990.00	43,738.96	42,990.00	37.07%
<b>Contractual Services</b>	<b>118,549.77</b>	<b>117,990.00</b>	<b>43,738.96</b>	<b>42,990.00</b>	<b>37.07%</b>
INSURANCE EXPENSE	5,692.09	5,750.00	4,593.80	5,750.00	79.89%
<b>Insurance</b>	<b>5,692.09</b>	<b>5,750.00</b>	<b>4,593.80</b>	<b>5,750.00</b>	<b>79.89%</b>
TRAINING & TRAVEL EXPENSE	6,167.92	8,540.00	6,606.69	8,540.00	77.36%
OFFICE SUPPLIES	5,280.72	4,800.00	5,458.21	4,800.00	113.71%
POSTAGE	2,250.00	3,000.00	750.00	3,000.00	25.00%
ADVERTISING	-	500.00	502.60	500.00	100.52%
MEMBERSHIPS & SUBSCRIPTIONS	7,132.13	7,210.00	7,345.41	7,210.00	101.88%
<b>Office and Administrative</b>	<b>20,830.77</b>	<b>24,050.00</b>	<b>20,662.91</b>	<b>24,050.00</b>	<b>85.92%</b>
CAPITAL IMPROVEMENT PROJECTS	100,915.00	441,000.00	312,413.32	420,000.00	70.84%
<b>Capital Improvement Projects</b>	<b>100,915.00</b>	<b>441,000.00</b>	<b>312,413.32</b>	<b>420,000.00</b>	<b>70.84%</b>
MISCELLANEOUS EXPENSE	2,115.23	-	1,844.97	1,073.00	184497.00%
<b>Other Expenses</b>	<b>2,115.23</b>	<b>-</b>	<b>1,844.97</b>	<b>1,073.00</b>	<b>184497.00%</b>
<b>Debt - Principal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL GENERAL FUND</b>	<b>733,241.95</b>	<b>1,091,070.00</b>	<b>712,190.79</b>	<b>947,711.00</b>	<b>65.27%</b>

## PUBLIC WORKS (STREET)

6/30/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	332,126.97	403,320.00	271,091.40	406,500.00	67.21%
PART-TIME WAGES	20,552.00	20,400.00	13,705.60	20,093.00	67.18%
OVERTIME WAGES	8,608.58	8,000.00	3,190.21	5,584.00	39.88%
FICA EXPENSE	25,818.79	31,470.00	20,016.34	30,037.00	63.60%
EMPLOYEE BENEFITS	36,385.09	55,080.00	33,647.68	46,589.00	61.09%
WORKER'S COMPENSATION	20,339.58	28,900.00	24,195.46	28,900.00	83.72%
RETIREMENT EXPENSE	26,352.12	37,850.00	24,495.45	36,435.00	64.72%
UNIFORM EXPENSE	2,886.21	4,200.00	1,322.82	3,000.00	31.50%
<b>Personnel</b>	<b>473,069.34</b>	<b>589,220.00</b>	<b>391,664.96</b>	<b>577,138.00</b>	<b>66.47%</b>
REPAIRS & MAINTENANCE - BLDG	1,689.33	980.00	578.82	1,000.00	59.06%
REPAIRS & MAINTENANCE - EQUIP	448.29	440.00	320.62	1,050.00	72.87%
REPAIRS & MAINTENANCE - VEHICL	1,826.91	1,500.00	748.45	1,500.00	49.90%
REPAIRS & MAINTENANCE - SFWRE	746.21	108,600.00	2,916.02	108,600.00	2.69%
ELECTRICITY	90,501.55	92,780.00	55,461.16	92,780.00	59.78%
PROPANE	3,763.63	6,250.00	3,200.00	6,250.00	51.20%
TELEPHONE/INTERNET	6,605.59	6,450.00	4,404.02	6,450.00	68.28%
MOBILE COMMUNICATIONS	2,730.50	4,420.00	2,364.09	4,420.00	53.49%
CAPITAL EXPENDITURES - EQUIP	-	-	-	-	
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
TOOLS & SUPPLIES	-	100.00	409.82	334.00	409.82%
FUEL	-	-	-	-	
<b>Operation and Maintenance</b>	<b>108,312.01</b>	<b>221,520.00</b>	<b>70,403.00</b>	<b>222,384.00</b>	<b>31.78%</b>
PROFESSIONAL SERVICES	2,564.24	351,930.00	23,997.03	351,930.00	6.82%
DEDUCTIBLES	1,000.00	-	-	-	
<b>Contractual Services</b>	<b>3,564.24</b>	<b>351,930.00</b>	<b>23,997.03</b>	<b>351,930.00</b>	<b>6.82%</b>
INSURANCE EXPENSE	15,839.92	16,180.00	18,789.11	16,180.00	116.13%
<b>Insurance</b>	<b>15,839.92</b>	<b>16,180.00</b>	<b>18,789.11</b>	<b>16,180.00</b>	<b>116.13%</b>
TRAINING & TRAVEL EXPENSE	774.37	3,000.00	637.00	3,000.00	21.23%
OFFICE SUPPLIES	2,494.39	1,500.00	1,388.55	1,500.00	92.57%
MEMBERSHIPS & SUBSCRIPTIONS	338.99	660.00	921.25	8.81	139.58%
<b>Office and Administrative</b>	<b>3,607.75</b>	<b>5,160.00</b>	<b>2,946.80</b>	<b>4,508.81</b>	<b>57.11%</b>
CAPITAL IMPROVEMENT PROJECTS	421,238.50	-	-	-	
<b>Capital Improvement Projects</b>	<b>421,238.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	
MISCELLANEOUS	-	-	-	-	
<b>Other Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Principal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
TRANSFERS OUT	-	40,000.00	40,000.00	40,000.00	100.00%
<b>Transfers Out</b>	<b>-</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>100.00%</b>
<b>TOTAL GENERAL FUND</b>	<b>1,025,631.76</b>	<b>1,224,010.00</b>	<b>547,800.90</b>	<b>1,212,140.81</b>	<b>44.75%</b>

## POLICE

6/30/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	1,010,456.09	1,070,310.00	645,060.37	966,767.00	60.27%
PART-TIME WAGES	15,832.29	17,090.00	9,973.22	15,253.00	58.36%
OVERTIME WAGES	53,578.38	42,000.00	34,626.71	50,602.00	82.44%
FICA EXPENSE	76,800.78	83,190.00	48,998.35	73,372.00	58.90%
EMPLOYEE BENEFITS	156,204.23	192,510.00	100,147.38	137,842.00	52.02%
WORKER'S COMPENSATION	43,521.03	46,280.00	38,746.23	46,280.00	83.72%
RETIREMENT EXPENSE	114,221.53	101,230.00	61,059.47	91,765.00	60.32%
UNIFORM EXPENSE	10,467.00	16,370.00	10,017.33	16,370.00	61.19%
<b>Personnel</b>	<b>1,481,081.33</b>	<b>1,568,980.00</b>	<b>948,629.06</b>	<b>1,398,251.00</b>	<b>60.46%</b>
REPAIRS & MAINT - BLDG	5,961.93	7,670.00	7,364.31	7,670.00	96.01%
REPAIRS & MAINTENANCE - EQUIP	30,427.81	14,320.00	3,796.94	14,320.00	26.51%
REPAIRS & MAINT - VEHICLES	16,763.67	18,970.00	21,556.71	18,970.00	113.64%
REPAIRS & MAINT - SOFTWARE	26,739.90	30,820.00	13,800.52	30,820.00	44.78%
ELECTRICITY	3,627.51	6,120.00	3,239.99	6,120.00	52.94%
TELEPHONE/INTERNET	8,440.14	8,380.00	5,236.75	8,380.00	62.49%
MOBILE COMMUNICATIONS	7,716.90	9,030.00	5,925.63	9,030.00	65.62%
CAPITAL EXPENDITURES - EQUIP	47,482.52	105,500.00	33,340.46	28,914.00	31.60%
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
CAPITAL EXPENDITURES - SFTWARE	-	100,000.00	73,263.48	100,000.00	73.26%
TOOLS & SUPPLIES	12,142.75	16,970.00	6,991.85	16,970.00	41.20%
FUEL	24,891.59	32,500.00	17,653.99	32,500.00	54.32%
ANIMAL CONTROL	258.93	500.00	-	500.00	0.00%
animal shelter	-	-	-	-	
<b>Operation and Maintenance</b>	<b>184,453.65</b>	<b>350,780.00</b>	<b>192,170.63</b>	<b>274,194.00</b>	<b>54.78%</b>
PROFESSIONAL SERVICES	28,628.57	111,460.00	29,439.66	36,460.00	26.41%
DISPATCHING	53,280.31	68,430.00	62,027.37	68,430.00	90.64%
CONFINEMENT	3,042.00	6,000.00	195.00	6,000.00	3.25%
INSURANCE DEDUCTIBLES	3,300.00	1,000.00	-	1,000.00	0.00%
<b>Contractual Services</b>	<b>88,250.88</b>	<b>186,890.00</b>	<b>91,662.03</b>	<b>111,890.00</b>	<b>49.05%</b>
INSURANCE EXPENSE	51,333.63	54,710.00	49,269.40	54,710.00	90.06%
<b>Insurance</b>	<b>51,333.63</b>	<b>54,710.00</b>	<b>49,269.40</b>	<b>54,710.00</b>	<b>90.06%</b>
TRAINING & TRAVEL EXPENSE	10,770.84	12,500.00	19,723.65	12,500.00	157.79%
OFFICE SUPPLIES EXPENSE	2,302.77	2,000.00	1,398.86	2,000.00	69.94%
POSTAGE	864.14	1,000.00	364.55	1,050.00	36.46%
ADVERTISING	-	250.00	96.51	250.00	38.60%
MEMBERSHIPS & SUBSCRIPTIONS	4,103.97	8,330.00	3,028.17	8,330.00	36.35%
<b>Office and Administrative</b>	<b>18,041.72</b>	<b>24,080.00</b>	<b>24,611.74</b>	<b>24,130.00</b>	<b>102.21%</b>
CAPITAL IMPROVEMENT PROJECTS	-	-	-	-	
<b>Capital Improvement Projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
MISCELLANEOUS EXPENSE	-	-	-	-	
<b>Other Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Principal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL GENERAL FUND</b>	<b>1,823,161.21</b>	<b>2,185,440.00</b>	<b>1,306,342.86</b>	<b>1,863,175.00</b>	<b>59.77%</b>

## DEVELOPMENT

6/30/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	258,647.42	268,000.00	170,347.84	254,707.00	63.56%
OVERTIME WAGES	1,156.15	500.00	479.70	923.00	95.94%
FICA EXPENSE	18,584.36	20,550.00	12,307.84	18,415.00	59.89%
EMPLOYEE BENEFITS	31,585.92	30,260.00	17,644.32	24,431.00	58.31%
WORKER'S COMPENSATION	11,335.91	9,240.00	7,735.85	9,240.00	83.72%
RETIREMENT EXPENSE	22,828.28	24,710.00	15,369.04	22,824.00	62.20%
UNIFORM EXPENSE	981.37	1,800.00	544.33	1,800.00	30.24%
<b>Personnel</b>	<b>345,119.41</b>	<b>355,060.00</b>	<b>224,428.92</b>	<b>332,340.00</b>	<b>63.21%</b>
REPAIRS & MAINTENANCE - BLDG	1,773.57	1,310.00	912.24	1,310.00	69.64%
REPAIRS & MAINTENANCE - EQUIP	847.28	790.00	877.62	790.00	111.09%
REPAIRS & MAINT - VEHICLES	348.61	1,390.00	781.15	1,390.00	56.20%
REPAIRS & MAINT - SFTWRE/MAPS	17,677.28	17,580.00	11,234.74	10,580.00	63.91%
ELECTRICITY	1,154.29	1,210.00	578.62	1,210.00	47.82%
TELEPHONE/INTERNET	2,688.29	2,030.00	1,564.53	2,030.00	77.07%
MOBILE COMMUNICATIONS	2,902.14	3,520.00	1,611.31	3,520.00	45.78%
CAPITAL EXPENDITURES - EQUIP	953.05	-	1,161.19	-	116119.00%
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
CAPITAL EXPENDITURES - HRDWARE	-	-	-	-	
TOOLS & SUPPLIES	896.50	1,020.00	642.67	1,020.00	63.01%
FUEL	4,053.11	5,000.00	1,973.94	5,000.00	39.48%
<b>Operation and Maintenance</b>	<b>33,294.12</b>	<b>33,850.00</b>	<b>21,338.01</b>	<b>26,850.00</b>	<b>63.04%</b>
PROFESSIONAL SERVICES	49,215.19	25,060.00	25,738.43	25,060.00	102.71%
<b>Contractual Services</b>	<b>49,215.19</b>	<b>25,060.00</b>	<b>25,738.43</b>	<b>25,060.00</b>	<b>102.71%</b>
INSURANCE EXPENSE	6,403.47	6,950.00	5,347.79	6,950.00	76.95%
<b>Insurance</b>	<b>6,403.47</b>	<b>6,950.00</b>	<b>5,347.79</b>	<b>6,950.00</b>	<b>76.95%</b>
TRAINING & TRAVEL EXPENSE	1,513.06	2,870.00	606.01	2,870.00	21.12%
OFFICE SUPPLIES EXPENSE	607.35	500.00	733.69	500.00	146.74%
POSTAGE	1,308.05	1,000.00	1,272.50	1,000.00	127.25%
ADVERTISING	5,135.90	5,000.00	2,199.51	5,000.00	43.99%
MEMBERSHIPS & SUBSCRIPTIONS	83.00	1,360.00	388.00	1,360.00	28.53%
<b>Office and Administrative</b>	<b>8,647.36</b>	<b>10,730.00</b>	<b>5,199.71</b>	<b>10,730.00</b>	<b>48.46%</b>
<b>Capital Improvement Projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
MISCELLANEOUS EXPENSE	115.00	-	-	-	
<b>Other Expenses</b>	<b>115.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Principal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL GENERAL FUND</b>	<b>442,794.55</b>	<b>431,650.00</b>	<b>282,052.86</b>	<b>401,930.00</b>	<b>65.34%</b>

## FINANCE

6/30/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	170,901.51	171,100.00	103,209.19	153,970.00	60.32%
PART-TIME WAGES	5,000.00	-	212.50	213.00	21250.00%
OVERTIME WAGES	579.17	500.00	849.92	1,552.00	169.98%
FICA EXPENSE	12,720.12	13,130.00	7,786.56	10,763.00	59.30%
EMPLOYEE BENEFITS	19,266.56	22,150.00	9,866.37	13,566.00	44.54%
WORKER'S COMPENSATION	298.55	300.00	251.16	300.00	83.72%
RETIREMENT EXPENSE	14,889.97	15,790.00	4,164.19	4,375.00	26.37%
<b>Personnel</b>	<b>223,655.88</b>	<b>222,970.00</b>	<b>126,339.89</b>	<b>184,739.00</b>	<b>56.66%</b>
REPAIRS & MAINTENANCE - BLDG	808.32	950.00	735.69	950.00	77.44%
REPAIRS & MAINTENANCE - EQUIP	981.41	620.00	456.47	620.00	73.62%
REPAIRS & MAINTENANCE - SFTWRE	12,654.15	13,870.00	12,146.33	13,870.00	87.57%
ELECTRICITY	494.90	880.00	255.38	880.00	29.02%
TELEPHONE/INTERNET	1,493.03	1,480.00	924.46	1,480.00	62.46%
MOBILE COMMUNICATIONS	769.27	520.00	325.29	520.00	62.56%
CAPITAL EXPENDITURES - EQUIP	-	-	2,000.00	2,000.00	200000.00%
TOOLS & SUPPLIES	1,018.79	1,160.00	284.68	1,160.00	24.54%
<b>Operation and Maintenance</b>	<b>18,219.87</b>	<b>19,480.00</b>	<b>17,128.30</b>	<b>21,480.00</b>	<b>87.93%</b>
PROFESSIONAL SERVICES	21,748.96	33,740.00	29,770.68	33,740.00	88.24%
<b>Contractual Services</b>	<b>21,748.96</b>	<b>33,740.00</b>	<b>29,770.68</b>	<b>33,740.00</b>	<b>88.24%</b>
INSURANCE EXPENSE	2,490.70	3,130.00	3,093.88	3,130.00	98.85%
<b>Insurance</b>	<b>2,490.70</b>	<b>3,130.00</b>	<b>3,093.88</b>	<b>3,130.00</b>	<b>98.85%</b>
TRAINING & TRAVEL EXPENSE	348.00	1,200.00	-	1,200.00	0.00%
OFFICE SUPPLIES	402.77	500.00	262.81	500.00	52.56%
ADVERTISING	108.60	60.00	200.16	200.00	333.60%
BANK CHARGES	35,630.31	34,510.00	29,679.86	34,510.00	86.00%
MEMBERSHIPS & SUBSCRIPTIONS	299.00	270.00	515.00	345.00	190.74%
<b>Office and Administrative</b>	<b>36,788.68</b>	<b>36,540.00</b>	<b>30,657.83</b>	<b>36,755.00</b>	<b>83.90%</b>
<b>Capital Improvement Projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Other Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Principal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL GENERAL FUND</b>	<b>302,904.09</b>	<b>315,860.00</b>	<b>206,990.58</b>	<b>279,844.00</b>	<b>65.53%</b>

# MUNICIPAL COURT

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
salaries & wages	-	-	-	-	
part-time wages	-	-	-	-	
overtime wages	-	-	-	-	
fica expense	-	-	-	-	
employee benefits	-	-	-	-	
WORKER'S COMPENSATION	-	-	-	-	
retirement expense	-	-	-	-	
<b>Personnel</b>	-	-	-	-	
repairs & maintenance - bldg	-	-	-	-	
repairs & maintenance - equip	-	-	-	-	
repairs & maintenance - sftwre	-	-	-	-	
ELECTRICITY	-	-	-	-	
TELEPHONE/INTERNET	-	-	-	-	
capital expenditures - hrdwre	-	-	-	-	
tools & supplies	-	-	-	-	
<b>Operation and Maintenance</b>	-	-	-	-	
professional services	-	-	-	-	
<b>Contractual Services</b>	-	-	-	-	
insurance expense	-	-	-	-	
<b>Insurance</b>	-	-	-	-	
training & travel	-	-	-	-	
office supplies expense	-	-	-	-	
postage	-	-	-	-	
bank charges	-	-	-	-	
<b>Office and Administrative</b>	-	-	-	-	
<b>Capital Improvement Projects</b>	-	-	-	-	
<b>Other Expenses</b>	-	-	-	-	
<b>Debt - Principal</b>	-	-	-	-	
<b>Debt - Interest</b>	-	-	-	-	
<b>Transfers Out</b>	-	-	-	-	
<b>TOTAL GENERAL FUND</b>	-	-	-	-	

PARKS & RECREATION					6/30/2021
GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	238,484.26	253,140.00	170,446.18	250,892.00	67.33%
PART-TIME WAGES	4,950.00	22,170.00	1,826.20	22,170.00	8.24%
PART-TIME RECREATION WAGES	6,824.41	9,580.00	2,781.35	4,710.00	29.03%
OVERTIME WAGES	3,269.32	2,000.00	1,246.83	1,482.00	62.34%
FICA EXPENSE	18,868.35	21,950.00	13,084.06	19,362.00	59.61%
EMPLOYEE BENEFITS	23,459.88	31,780.00	19,967.84	27,648.00	62.83%
WORKER'S COMPENSATION	11,039.98	10,770.00	9,016.79	10,770.00	83.72%
RETIREMENT EXPENSE	18,382.65	23,480.00	15,483.65	23,218.00	65.94%
UNIFORM EXPENSE	2,121.62	3,250.00	617.90	3,250.00	19.01%
Personnel	327,400.47	378,120.00	234,470.80	363,502.00	62.01%
REPAIRS & MAINTENANCE - BLDG	126.09	1,000.00	-	1,000.00	0.00%
REPAIRS & MAINTENANCE - EQUIP	7,300.13	8,500.00	7,710.88	8,500.00	90.72%
REPAIRS & MAINTENACE - VEHICLE	1,356.15	750.00	255.57	750.00	34.08%
REPAIRS & MAINT - INFRASTRUCTR	20,076.71	18,000.00	10,757.71	18,000.00	59.77%
REPAIRS & MAINT - PARKS	10,766.05	-	7,667.13	3,777.00	766713.00%
REPAIRS & MAINT - SOFTWARE	1,848.70	8,810.00	5,291.79	8,810.00	60.07%
REPAIRS & MAINT - SMITH'S FORK	14,776.27	45,000.00	46,076.70	45,000.00	102.39%
ELECTRICITY	24,591.73	19,080.00	11,943.00	19,080.00	62.59%
PROPANE	3,825.26	5,630.00	3,825.00	5,630.00	67.94%
TELEPHONE/INTERNET	7,426.08	7,660.00	3,125.15	7,660.00	40.80%
MOBILE COMMUNICATIONS	3,369.05	3,080.00	2,030.16	3,080.00	65.91%
CAPITAL EXPENDITURES - EQUIP	741.17	-	-	-	
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
CAPITAL EXPENDITURES - HRDWARE	-	-	-	-	
CAPITAL EXPENDITURES - BLDG	-	-	-	-	
TOOLS & SUPPLIES	6,823.88	5,000.00	3,124.52	5,000.00	62.49%
FUEL	5,349.33	7,500.00	5,376.27	7,500.00	71.68%
recreation	-	-	-	-	
YOUTH REC LEAGUE UNIFORMS	4,375.55	10,900.00	9,137.11	10,900.00	83.83%
YOUTH REC LEAGUE UMPIRES	6,731.50	9,140.00	5,678.00	9,140.00	62.12%
ADULT REC LEAGUE UNIFORMS	-	-	-	-	
ADULT REC LEAGUE OFFICIALS	255.00	1,000.00	-	1,000.00	0.00%
REC LEAGUE BACKGROUND CHECKS	200.21	720.00	472.88	720.00	65.68%
REC LEAGUE SUPPLIES/AWARDS	7,337.86	25,320.00	4,199.51	25,320.00	16.59%
REC LEAGUE ADVERTISING	552.53	1,000.00	260.78	1,000.00	26.08%
Operation and Maintenance	127,829.25	178,090.00	126,932.16	181,867.00	71.27%
BIKE RACE	5,109.27	-	12,635.11	7,888.00	1263511.00%
PROFESSIONAL SERVICES	3,036.99	2,990.00	3,940.75	2,990.00	131.80%
LEASE EXPENSE	35,103.13	36,860.00	-	36,860.00	0.00%
CAMP HOST SERVICES	19,300.00	17,500.00	7,500.00	17,500.00	42.86%
FIREWORKS DISPLAY	12,000.00	12,000.00	-	12,000.00	0.00%
Contractual Services	74,549.39	69,350.00	24,075.86	77,238.00	34.72%
MOVIE NIGHTS	422.08	2,400.00	769.99	2,400.00	32.08%
Insurance	422.08	2,400.00	769.99	2,400.00	32.08%
INSURANCE EXPENSE	13,389.17	12,960.00	14,747.12	12,960.00	113.79%
TRAINING & TRAVEL EXPENSE	3,210.00	4,320.00	1,535.76	4,320.00	35.55%
OFFICE SUPPLIES	275.98	500.00	-	500.00	0.00%
POSTAGE	-	-	-	-	
ADVERTISING	734.41	500.00	282.68	500.00	56.54%
MEMBERSHIPS	155.00	640.00	645.00	640.00	100.78%
Office and Administrative	17,764.56	18,920.00	17,210.56	18,920.00	90.96%
CAPITAL IMPROVEMENT PROJECTS	-	-	-	-	
Capital Improvement Projects	-	-	-	-	
MISCELLANEOUS EXPENSE	-	-	4.10	-	410.00%
Other Expenses	-	-	4.10	-	410.00%
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL GENERAL FUND	547,965.75	646,880.00	403,463.47	643,927.00	62.37%

## SENIOR CENTER

6/30/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
<b>Personnel</b>	-	-	-	-	
REPAIRS & MAINTENANCE - BLDG	2,592.48	3,070.00	1,882.13	3,070.00	61.31%
ELECTRICITY	1,146.09	1,500.00	473.52	1,500.00	31.57%
NATURAL GAS	797.32	900.00	567.75	900.00	63.08%
TELEPHONE/INTERNET	2,844.56	-	1,926.02	1,436.00	192602.00%
TOOLS & SUPPLIES	91.16	500.00	-	500.00	0.00%
<b>Operation and Maintenance</b>	<b>7,471.61</b>	<b>5,970.00</b>	<b>4,849.42</b>	<b>7,406.00</b>	<b>81.23%</b>
PROFESSIONAL SERVICES	6,025.50	12,870.00	5,546.96	12,870.00	43.10%
<b>Contractual Services</b>	<b>6,025.50</b>	<b>12,870.00</b>	<b>5,546.96</b>	<b>12,870.00</b>	<b>43.10%</b>
INSURANCE	2,798.21	2,780.00	1,039.83	2,780.00	37.40%
<b>Insurance</b>	<b>2,798.21</b>	<b>2,780.00</b>	<b>1,039.83</b>	<b>2,780.00</b>	<b>37.40%</b>
<b>Office and Administrative</b>	-	-	-	-	
CAPITAL IMPROVEMENT PROJECTS	-	-	-	-	
<b>Capital Improvement Projects</b>	-	-	-	-	
<b>Other Expenses</b>	-	-	-	-	
<b>Debt - Principal</b>	-	-	-	-	
<b>Debt - Interest</b>	-	-	-	-	
<b>Transfers Out</b>	-	-	-	-	
<b>TOTAL GENERAL FUND</b>	<b>16,295.32</b>	<b>21,620.00</b>	<b>11,436.21</b>	<b>23,056.00</b>	<b>52.90%</b>



## ELECTED OFFICIALS

6/30/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
PART-TIME WAGES	14,550.00	14,850.00	9,900.00	14,850.00	66.67%
FICA EXPENSE	1,113.43	1,140.00	757.60	1,140.00	66.46%
WORKER'S COMPENSATION	25.50	30.00	25.12	30.00	83.73%
<b>Personnel</b>	<b>15,688.93</b>	<b>16,020.00</b>	<b>10,682.72</b>	<b>16,020.00</b>	<b>66.68%</b>
WORKER'S COMPENSATION	-	-	-	-	
REPAIRS & MAINTENANCE - BLDG	1,887.48	1,080.00	829.26	1,080.00	76.78%
REPAIRS & MAINT - SOFTWARE	941.50	1,130.00	376.60	1,130.00	33.33%
ELECTRICITY	1,154.29	990.00	468.33	990.00	47.31%
TELEPHONE/INTERNET	1,979.10	960.00	1,205.60	960.00	125.58%
MOBILE COMMUNICATIONS	1,469.89	490.00	-	490.00	0.00%
TOOLS & SUPPLIES	227.84	220.00	25.00	220.00	11.36%
<b>Operation and Maintenance</b>	<b>7,660.10</b>	<b>4,870.00</b>	<b>2,904.79</b>	<b>4,870.00</b>	<b>59.65%</b>
COMMUNITY RELATIONS ALLOWANCE	-	-	-	-	
<b>Contractual Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
PROFESSIONAL SERVICES	1,864.54	6,700.00	3,773.68	6,700.00	56.32%
<b>Insurance</b>	<b>1,864.54</b>	<b>6,700.00</b>	<b>3,773.68</b>	<b>6,700.00</b>	<b>56.32%</b>
INSURANCE	1,767.71	2,080.00	1,317.76	2,080.00	63.35%
TRAINING & TRAVEL EXPENSE	970.88	2,630.00	441.00	2,630.00	16.77%
OFFICE SUPPLIES	510.72	1,000.00	417.96	1,000.00	41.80%
ADVERTISING	3,000.32	4,000.00	3,894.44	4,000.00	97.36%
MEMBERSHIPS & SUBSCRIPTIONS	1,260.00	2,710.00	850.00	2,710.00	31.37%
<b>Office and Administrative</b>	<b>7,509.63</b>	<b>12,420.00</b>	<b>6,921.16</b>	<b>12,420.00</b>	<b>55.73%</b>
<b>Capital Improvement Projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Other Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Principal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL GENERAL FUND</b>	<b>32,723.20</b>	<b>40,010.00</b>	<b>24,282.35</b>	<b>40,010.00</b>	<b>60.69%</b>

## ANIMAL SHELTER

6/30/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
REPAIRS & MAINT - BLDG	13.94	500.00	499.99	500.00	100.00%
TOOLS & SUPPLIES	2,378.50	1,500.00	400.21	1,500.00	26.68%
Operation and Maintenance	2,392.44	2,000.00	900.20	2,000.00	45.01%
PROFESSIONAL SERVICES	6,420.63	6,000.00	2,315.43	6,000.00	38.59%
Contractual Services	6,420.63	6,000.00	2,315.43	6,000.00	38.59%
Insurance	-	-	-	-	
ADVERTISING	-	-	-	-	
Office and Administrative	-	-	-	-	
TRAINING & TRAVEL	500.00	1,000.00	-	1,000.00	0.00%
Capital Improvement Projects	500.00	1,000.00	-	1,000.00	0.00%
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL GENERAL FUND	9,313.07	9,000.00	3,215.63	9,000.00	35.73%

# FY21 SPECIAL ALLOCATION FUND

6/30/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PROPERTY TAXES	-	20,000.00	14,311.50	20,000.00	71.56%
SALES AND USE TAXES	8,260.08	500,000.00	300,556.32	500,000.00	60.11%
	<b>8,260.08</b>	<b>520,000.00</b>	<b>314,867.82</b>	<b>520,000.00</b>	60.55%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMINISTRATION	-	520,000.00	-	517,000.00	0.00%
	-	<b>520,000.00</b>	-	<b>517,000.00</b>	0.00%

## SPECIAL ALLOCATION FUND

6/30/21

SPECIAL ALLOCATION FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
Operation and Maintenance	-	-	-	-	
TIF PAYMENTS TO DEVELOPER	-	512,000.00	-	512,000.00	0.00%
TIF PAYMENTS TO OTHER ENTITIES	-	5,000.00	-	5,000.00	0.00%
Contractual Services	-	517,000.00	-	517,000.00	0.00%
Insurance	-	-	-	-	
Office and Administrative	-	-	-	-	
Capital Improvement Projects	-	-	-	-	
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
TRANSFERS TO OTHER FUNDS	-	3,000.00	-	-	0.00%
Transfers Out	-	3,000.00	-	-	0.00%
TOTAL SPECIAL ALLOCATION FUND	-	520,000.00	-	517,000.00	0.00%

# FY21 CAPITAL PROJECTS FUND

6/30/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
INTERGOVERNMENTAL REVENUES	-	266,000.00	208,228.15	272,250.00	
DEBT ISSUED	-	-	-	-	
TRANSFERS IN	-	-	-	-	#DIV/0!
PARK IMPROVEMENT REVENUE	-	7,000.00	6,250.00	-	
	-	266,000.00	214,478.15	272,250.00	80.63%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
STREET	699,506.47	1,737,440.00	1,090,959.63	1,882,370.00	62.79%
	699,506.47	1,737,440.00	1,090,959.63	1,882,370.00	62.79%

## CAPITAL PROJECTS FUND

6/30/21

CAPITAL PROJECTS FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
Operation and Maintenance	-	-	-	-	
CAPITAL IMPROVEMENT PROJECTS	-	410,060.00	81,703.00	242,630.00	19.92%
Contractual Services	-	410,060.00	81,703.00	242,630.00	19.92%
Insurance	-	-	-	-	
Office and Administrative	-	-	-	-	
TRANSFERS OUT	556,280.00	342,190.00	342,190.00	556,280.00	100.00%
PARK IMPROVEMENT EXPENSE	#N/A	#N/A	#N/A	#N/A	
Capital Improvement Projects	556,280.00	342,190.00	342,190.00	556,280.00	100.00%
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
PROFESSIONAL SERVICES	102,833.74	-	37,745.17	130,620.00	3774517.00%
Transfers Out	102,833.74	-	37,745.17	130,620.00	3774517.00%
TOTAL CAPITAL PROJECTS FUND	659,113.74	752,250.00	461,638.17	929,530.00	61.37%

# FY21 TRANSPORTATION SALES TAX FUND

6/30/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
SALES AND USE TAXES	582,358.98	530,750.00	397,140.68	604,335.00	74.83%
PROCEEDS FROM DEBT ISSUED	-	-	-	-	
TRANSFERS IN	-	-	-	-	
	<b>582,358.98</b>	<b>530,750.00</b>	<b>397,140.68</b>	<b>604,335.00</b>	74.83%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
STREET	175,690.18	1,055,820.00	206,677.05	1,034,225.00	19.58%
	<b>175,690.18</b>	<b>1,055,820.00</b>	<b>206,677.05</b>	<b>1,034,225.00</b>	19.58%

## TRANSPORTATION SALES TAX FUND

6/30/21

TRANSP. SALES TAX FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
<b>Personnel</b>	-	-	-	-	
REPAIRS & MAINTENANCE - BLDG	-	1,000.00	-	1,000.00	0.00%
REPAIRS & MAINTENANCE - EQUIP	13,937.23	10,000.00	12,494.83	10,405.00	124.95%
REPAIRS & MAINTENANCE - STREET	89,860.21	660,000.00	63,887.19	655,000.00	9.68%
CAPITAL EXPENDITURES - EQUIP	10,500.00	45,960.00	-	28,960.00	0.00%
SUPPLIES - STREET SIGNS	-	-	-	-	
FUEL	10,756.27	10,000.00	8,035.10	10,000.00	80.35%
<b>Operation and Maintenance</b>	<b>125,053.71</b>	<b>726,960.00</b>	<b>84,417.12</b>	<b>705,365.00</b>	<b>11.61%</b>
PROFESSIONAL SERVICES	-	268,000.00	79,698.50	268,000.00	29.74%
<b>Contractual Services</b>	<b>-</b>	<b>268,000.00</b>	<b>79,698.50</b>	<b>268,000.00</b>	<b>29.74%</b>
INSURANCE EXPENSE	-	-	-	-	
<b>Insurance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
TOOLS & SUPPLIES	5,401.19	22,580.00	4,285.43	22,580.00	18.98%
<b>Office and Administrative</b>	<b>5,401.19</b>	<b>22,580.00</b>	<b>4,285.43</b>	<b>22,580.00</b>	<b>18.98%</b>
<b>Capital Improvement Projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Other Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
LEASE EXPENSE	37,566.25	32,010.00	32,010.00	32,010.00	100.00%
<b>Debt - Principal</b>	<b>37,566.25</b>	<b>32,010.00</b>	<b>32,010.00</b>	<b>32,010.00</b>	<b>100.00%</b>
INTEREST EXPENSE	7,669.03	6,270.00	6,266.00	6,270.00	99.94%
<b>Debt - Interest</b>	<b>7,669.03</b>	<b>6,270.00</b>	<b>6,266.00</b>	<b>6,270.00</b>	<b>99.94%</b>
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL TRANSP. SALES TAX FUND</b>	<b>175,690.18</b>	<b>1,055,820.00</b>	<b>206,677.05</b>	<b>1,034,225.00</b>	<b>19.58%</b>



# FY21 CAPITAL IMPROVEMENT SALES TAX FUND

6/30/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
SALES AND USE TAXES	579,720.69	530,750.00	402,947.34	615,250.00	75.92%
TRANSFERS IN	-	-	-	-	
	579,720.69	530,750.00	402,947.34	615,250.00	75.92%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
STREET	556,280.00	752,250.00	423,893.00	798,910.00	56.35%
	556,280.00	752,250.00	423,893.00	798,910.00	56.35%

## CAPITAL IMPROVEMENT SALES TAX FUND

6/30/21

CAP. IMP. SALES TAX FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
Operation and Maintenance	-	-	-	-	
Contractual Services	-	-	-	-	
Insurance	-	-	-	-	
Office and Administrative	-	-	-	-	
#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Capital Improvement Projects	#N/A	#N/A	#N/A	#N/A	#N/A
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
PROFESSIONAL SERVICES	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL CAP. IMP. SALES TAX FUND	#N/A	#N/A	#N/A	#N/A	#N/A

# FY21 DEBT SERVICE FUND

6/30/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PROPERTY TAXES	-	-	-	-	
TRANSFERS IN	556,280.00	342,190.00	342,190.00	342,190.00	100.00%
	556,280.00	342,190.00	342,190.00	342,190.00	100.00%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
STREET	325,017.50	329,860.00	231,262.50	325,020.00	70.11%
	325,017.50	329,860.00	231,262.50	325,020.00	70.11%

## DEBT SERVICE FUND

6/30/21

DEBT SERVICE FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
Operation and Maintenance	-	-	-	-	
Contractual Services	-	-	-	-	
Insurance	-	-	-	-	
Office and Administrative	-	-	-	-	
Capital Improvement Projects	-	-	-	-	
Other Expenses	-	-	-	-	
LEASE PAYMENTS	120,000.00	130,000.00	130,000.00	120,000.00	100.00%
Debt - Principal	120,000.00	130,000.00	130,000.00	120,000.00	100.00%
INTEREST	205,017.50	199,860.00	101,262.50	205,020.00	50.67%
Debt - Interest	205,017.50	199,860.00	101,262.50	205,020.00	50.67%
Transfers Out	-	-	-	-	
TOTAL DEBT SERVICE FUND	325,017.50	329,860.00	231,262.50	325,020.00	70.11%

# FY21 WATER & WASTEWATER SYSTEMS FUND

6/30/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
LICENSES, FEES, AND PERMITS	-	-	-	-	
CHARGES FOR SERVICES	4,107,090.29	4,385,180.00	2,837,830.36	4,641,339.00	64.71%
IMPACT FEES	304,540.00	379,010.00	236,938.00	450,467.00	62.51%
OTHER REVENUE	(41.66)	-	15,899.15	15,899.00	
DEBT ISSUED	54,640.01	44,700.00	34,668.15	56,886.00	77.56%
TRANSFERS IN	-	-	-	-	
	<b>4,466,228.64</b>	<b>4,808,890.00</b>	<b>3,125,335.66</b>	<b>5,164,591.00</b>	64.99%
EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
UTILITIES	3,360,050.12	7,525,260.00	2,240,981.03	7,228,101.00	29.78%
	<b>3,360,050.12</b>	<b>7,525,260.00</b>	<b>2,240,981.03</b>	<b>7,228,101.00</b>	29.78%

CWWS FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	736,653.87	740,470.00	507,175.67	751,166.00	68.49%
OVERTIME WAGES	17,236.26	18,000.00	9,241.56	18,000.00	51.34%
FICA EXPENSE	55,906.64	58,030.00	38,117.19	56,115.00	65.69%
EMPLOYEE BENEFITS	71,261.54	86,680.00	49,472.80	68,501.00	57.08%
WORKER'S COMPENSATION	28,622.29	32,490.00	27,201.05	32,490.00	83.72%
RETIREMENT EXPENSE	65,601.54	69,780.00	47,510.32	64,623.00	68.09%
UNIFORM EXPENSE	5,920.52	8,400.00	5,749.32	8,400.00	68.44%
Personnel	981,202.66	1,013,850.00	684,467.91	999,295.00	67.51%
REPAIRS & MAINTENANCE - EQUIP	3,143.42	4,490.00	2,207.31	4,490.00	49.16%
REPAIRS & MAINTENCE- VEHICLES	5,413.95	7,500.00	945.46	7,500.00	12.61%
REPAIRS & MAINT - WATER LINES	53,237.30	44,740.00	44,967.30	44,740.00	100.51%
REPAIRS & MAINT - SEWER LINES	70,869.95	85,000.00	41,876.86	85,000.00	49.27%
REPAIRS & MAINT - WATER PLANT	30,130.79	67,500.00	48,604.16	67,500.00	72.01%
REPAIRS & MAINT - WW PLANT	20,149.45	55,000.00	27,877.18	55,000.00	50.69%
REPAIRS & MAINT - SOFTWARE	11,766.64	17,870.00	15,178.78	17,870.00	84.94%
REPAIRS & MAINT - WATER TOWERS	70,634.81	112,150.00	57,870.14	112,150.00	51.60%
ELECTRICITY	238,703.49	292,910.00	142,750.09	292,910.00	48.74%
PROPANE	5,240.38	12,500.00	3,081.25	12,500.00	24.65%
TELEPHONE/INTERNET	15,537.72	12,680.00	10,554.90	12,680.00	83.24%
MOBILE COMMUNICATIONS	7,002.43	9,880.00	5,802.21	9,880.00	58.73%
CAPITAL EXPENDITURES - EQUIP	-	-	-	-	
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
CAPITAL EXPENDITURES - SOFTWARE	-	100,000.00	-	100,000.00	0.00%
CAPITAL EXPENDITURES - HRDWRE	-	-	-	-	
CAPTIAL EXPENDITURES - TOWERS	-	-	-	-	
CAPITAL EXPENDITURES - BLDG	(0.44)	-	-	-	
CAPITAL EXPENDITURES - WATER P	-	-	-	-	
CAPITAL EXPENDITURES - WW PLAN	-	-	-	-	
CAPITAL EXPENDITURES - LINES	-	-	-	-	
TOOLS & SUPPLIES	19,014.26	25,000.00	10,182.64	25,000.00	40.73%
SUPPLIES - CONNECTIONS	50,539.30	75,000.00	36,850.29	75,000.00	49.13%
SUPPLIES - LAB	23,499.19	20,000.00	16,551.42	20,000.00	82.76%
SUPPLIES - CHEMICALS	135,805.16	120,000.00	67,784.71	120,000.00	56.49%
SUPPLIES - WW CHEMICALS	13,133.78	13,500.00	6,766.81	13,500.00	50.12%
FUEL	8,417.29	17,500.00	8,236.13	17,500.00	47.06%
Operation and Maintenance	782,238.87	1,093,220.00	548,087.64	1,093,220.00	50.14%
PROFESSIONAL SERVICES	254,384.92	377,740.00	332,542.68	377,740.00	88.03%
LEASE EXPENSE	28,187.51	344,380.00	61,552.74	344,380.00	17.87%
WASTEWATER TREATMENT SERVICE	98,726.67	129,240.00	78,728.00	129,240.00	60.92%
Contractual Services	381,299.10	851,360.00	472,823.42	851,360.00	55.54%
INSURANCE EXPENSE	61,135.37	61,220.00	69,637.80	61,220.00	113.75%
Insurance	61,135.37	61,220.00	69,637.80	61,220.00	113.75%
TRAINING & TRAVEL EXPENSE	2,139.60	3,000.00	3,048.66	3,000.00	101.62%
OFFICE SUPPLIES	3,567.35	4,500.00	2,070.06	4,500.00	46.00%
POSTAGE	1,601.92	1,500.00	919.21	1,500.00	61.28%
ADVERTISING	-	-	146.11	146.00	14611.00%
BANK CHARGES	5,565.00	2,000.00	(524.34)	2,000.00	-26.22%
MEMBERSHIPS & SUBSCRIPTIONS	45.00	380.00	-	380.00	0.00%
Office and Administrative	12,918.87	11,380.00	5,659.70	11,526.00	49.73%
CAPITAL IMPROVEMENT PROJECTS	(10,347.63)	2,986,000.00	30,511.00	2,716,000.00	1.02%
WATER IMPACT PROJECTS	(0.22)	1,000,000.00	124,210.94	1,000,000.00	12.42%
WASTEWATER IMPACT PROJECTS	(1.76)	-	-	-	
Capital Improvement Projects	(10,349.61)	3,986,000.00	154,721.94	3,716,000.00	3.88%
AMORTIZATION EXPENSE	-	-	-	-	
DEPRECIATION EXPENSE	661,097.00	-	-	-	
MISCELLANEOUS EXPENSE	13,320.00	-	-	-	
Other Expenses	674,417.00	-	-	-	
Debt - Principal	-	-	-	-	
INTEREST EXPENSE	302,667.86	299,050.00	206,030.03	299,050.00	68.89%
Debt - Interest	302,667.86	299,050.00	206,030.03	299,050.00	68.89%
TRANSFERS OUT	174,520.00	209,180.00	99,552.59	196,430.00	47.59%
Transfers Out	174,520.00	209,180.00	99,552.59	196,430.00	47.59%
TOTAL CWWS FUND	3,360,050.12	7,525,260.00	2,240,981.03	7,228,101.00	29.78%

# FY21 SANITATION FUND

6/30/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
CHARGES FOR SERVICES	831,293.48	890,550.00	578,222.52	877,615.00	64.93%
TRANSFERS IN	-	-	-	-	
	831,293.48	890,550.00	578,222.52	877,615.00	64.93%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMIN	813,356.26	885,710.00	577,656.16	868,409.00	65.22%
	813,356.26	885,710.00	577,656.16	868,409.00	65.22%

# SANITATION FUND

6/30/21

SANITATION FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
SOLID WASTE SERVICES	802,389.83	873,580.00	566,689.73	857,443.00	64.87%
recycling services	-	-	-	-	
HOUSEHOLD HAZARDOUS WASTE	10,966.43	12,130.00	10,966.43	10,966.00	90.41%
yard waste	-	-	-	-	
advertising	-	-	-	-	
Operation and Maintenance	813,356.26	885,710.00	577,656.16	868,409.00	65.22%
Contractual Services	-	-	-	-	
Insurance	-	-	-	-	
Office and Administrative	-	-	-	-	
Capital Improvement Projects	-	-	-	-	
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
yard waste	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL SANITATION FUND	813,356.26	885,710.00	577,656.16	868,409.00	65.22%



# FY21 PARK AND STORMWATER SALES TAX FUND

6/30/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PARK & STRMWTR SALES TAX	-	442,290.00	358,096.75	475,924.00	80.96%
	-	442,290.00	358,096.75	475,924.00	80.96%
EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PARKS & RECREATION	-	125,000.00	42,348.50	125,000.00	
UTILITIES	-	100,000.00	-	100,000.00	0.00%
	-	225,000.00	-	100,000.00	0.00%

# FY21 VEHICLE AND EQUIPMENT REPLACE FUND

6/30/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
SALE OF PERSONAL PROPERTY	-	125,000.00	51,971.00	125,000.00	41.58%
TRANSFERS IN	-	40,000.00	40,000.00	125,000.00	100.00%
	-	165,000.00	91,971.00	250,000.00	

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMINISTRATION	-	125,000.00	34,176.49	65,838.00	27.34%
	-	125,000.00	34,176.49	65,838.00	27.34%

# FY21 CARES ACT STIMULUS FUND

6/30/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
INTERGOVERNMENTAL REVENUES	945,399.87	-	-	-	#DIV/0!
INTEREST INCOME	751.00				
	<b>946,150.87</b>	-	-	-	#DIV/0!
EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMINISTRATION	357,892.29	550,000.00	348,970.23	587,507.58	63.45%
	<b>357,892.29</b>	<b>550,000.00</b>	<b>348,970.23</b>	<b>587,507.58</b>	63.45%

**CARES ACT STIMULUS FUND**

6/30/21

CARES ACT STIMULUS FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
PART-TIME WAGES	8,164.36	500.00	471.89	-	94.38%
FICA EXPENSES	619.90	-	-	-	
REPAIRS & MAINTENANCE - BLDG	1,050.00	-	-	-	
REPAIRS & MAINTENANCE - SOFTWA	1,397.50	-	-	-	
CAPITAL EXPENDITURES - EQUIP	60,958.26	4,000.00	1,168.97	-	29.22%
<b>Operation and Maintenance</b>	<b>72,190.02</b>	<b>4,500.00</b>	<b>1,640.86</b>	<b>-</b>	<b>36.46%</b>
TOOLS & SUPPLIES	16,453.16	60,000.00	52,388.94	-	87.31%
PROFESSIONAL SERVICES	40,200.43	478,500.00	251,351.69	945,400.00	52.53%
<b>Contractual Services</b>	<b>56,653.59</b>	<b>538,500.00</b>	<b>303,740.63</b>	<b>945,400.00</b>	<b>56.40%</b>
<b>Insurance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
LOCAL GRANTS	135,000.00	-	-	-	
OFFICE SUPPLIES	6,858.51	7,000.00	4,107.61	-	58.68%
<b>Office and Administrative</b>	<b>141,858.51</b>	<b>7,000.00</b>	<b>4,107.61</b>	<b>-</b>	<b>58.68%</b>
SUBSCRIPTIONS	119.92	-	-	-	
CAPITAL PROJECTS	87,070.25	-	39,481.13	-	3948113%
<b>Capital Improvement Projects</b>	<b>87,190.17</b>	<b>-</b>	<b>39,481.13</b>	<b>-</b>	<b>3948113%</b>
<b>Other Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Principal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL CARES ACT STIMULUS FUND</b>	<b>357,892.29</b>	<b>550,000.00</b>	<b>348,970.23</b>	<b>945,400.00</b>	<b>63.45%</b>



## City Administrator's Report

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August 12, 2021

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### **Implementation of Changes Relating to Trash Rates**

As the Board will recall, the new contract with WCA/GFL provides for a Senior Discount of 15% and allows for the use of bag tags to be purchased for use for extra trash collection.

#### *Draft Senior Discount Policy for Trash Service*

Attached is a draft policy relating to eligibility for the senior discount. Staff will bring this policy forward for adoption on an agenda in September. Please contact Cynthia with any questions or concerns about the draft policy.

#### *Extra Bag Tags*

Residents will be able to periodically place additional trash at the curb for disposal using a tag system. The tags, once purchased, do not expire and can be placed on bags set out by the trash bins for pick up on trash day. This provides an opportunity for residents to set out more trash when needed without purchasing a second can.

Per the contract, the City rate for bag tags is \$6.50 per sheet. Staff will order tags to have available for purchase at City Hall for this amount. There are five tags per sheet. Residents may also order the tags directly from WCA/GLF at a rate of \$7.50 per sheet.

WCA/GFL is reaching out to Price Chopper to determine if they would also like to offer bag tags for purchase at the store. This would be through a separate agreement between the store and WCA/GFL.

The Bag Tag program will go in effect November 1, 2021.

### **Streetscape Phase II Update**

Progress continues on the Streetscape project. Installation of sidewalk on the north side of Main Street is complete. Work will begin this week on installation of the raised pedestrian crossing. The basketball court has been poured, tensioning of the cables is anticipated next week. Sod and trees will be installed next week (the contractor will water and maintain through the duration of the project). Pending the change order on

Tuesday's agenda, mill and overlay will be completed after completion of the storm sewer and curb work. This is anticipated sometime after Labor Day.

### **Highland Drive Sewer**

Construction work is beginning on the Highland Drive sanitary sewer project. This project will install a new main and connect several homes having problems with their sewer services. The project will take approximately 90 days. Menke Excavating is the contractor.

### **Household Hazardous Waste Event**

In partnership with the Mid-America Regional Council, the City of Smithville will be hosting the Household Hazardous Waste Event on Saturday, September 11, 2021. This will be advertised on the City Website, Facebook, and Nextdoor. The event will be held at Smithville High School from 8 a.m. to noon, or until the truck is full.

For more information please visit: <https://www.marc.org/Environment/Solid-Waste/District-Programs-and-Projects/Household-Hazardous-Waste>

We are still in need of 10 -12 volunteers! If you are interested in volunteering in these efforts, please contact [publicworks@smithvillemo.org](mailto:publicworks@smithvillemo.org) to sign up.

### **Bulky Item Pick Up**

Bulky Item Pick Up is scheduled for the week of September 20 through September 24. This will be advertised on the City Website, Facebook, and Nextdoor.

Residents will have the opportunity to discard up to five large and bulky items at their curbside with regular trash collection.

Items such as appliances, washers, dryers, refrigerators and freezers with compressors and Freon removed, furniture, sinks, toilets, cabinets as well as rugs and carpet cut into four-foot lengths will be accepted. All items must be stacked and bundled for collections.

The following items are not accepted: glass items, e-waste (televisions, computers, monitors, etc.) tires, automobile parts, construction materials, tanks, oil drums, railroad ties, chemicals or household hazardous waste.



## Board of Alderman Request for Action

**MEETING DATE:** 8/17/2021

**DEPARTMENT:** Administration/Finance

**AGENDA ITEM:** Approve Bill No. 2912-21, FY21 Budget Amendment No. 8. 1st and 2nd reading by title only.

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**REQUESTED BOARD ACTION:**

A motion to approve Bill No. 2912-21, FY21 Budget Amendment No. 8. It is recommended that this be read both first and second reading by title only as an Emergency Ordinance sponsored by Mayor Boley.

**SUMMARY:**

The FY21 original budget and FY21 Budget Amendment #1 include the necessary budget authority to fund the Downtown Streetscape Phase II project.

	FY21 Original Budget	Budget Amendment #1	
General Fund	-	\$105,000	\$105,000
Transportation Sales Tax Fund	-	\$169,000	\$169,000
Capital Improvement Sales Tax Fund	\$167,060	\$243,000	\$410,060
Capital Projects Fund	\$243,440	\$280,000	\$523,440
			<b>\$1,207,500</b>

However, the Capital Projects Fund requires additional revenue from the other funds to pay for the remaining portion of the project which is increased by the change order. Both the Capital Improvement Sales Tax Fund and Transportation Sales Tax Fund have the funding capabilities to do so and those amounts have been built into the forecasts for both funds in the five-year cashflow charts found in the FY22 Proposed Budget presentation to the Board.

Staff is proposing to transfer **\$50,000** from the Transportation Sales Tax Fund and **\$200,000** from the Capital Improvement Sales Tax Fund to the Capital Projects Fund to pay for the change order to the project (totaling \$250,000). Therefore, the budget amendment is to add \$50,000 to the "Transfers Out" line item in the Transportation Sales Tax Fund and \$200,000 to the "Transfers Out" line item in Capital Improvement Sales Tax Fund.

**PREVIOUS ACTION:**

Budget Amendment #1 Approved by the Board for Streetscape II

**POLICY OBJECTIVE:**

N/A

**FINANCIAL CONSIDERATIONS:**

Amend the FY21 Budget

**ATTACHMENTS:**

☒ Ordinance

☐ Resolution

☒ Staff Report

☐ Other:

☐ Contract

☐ Plans

☐ Minutes



**BILL NO. 2912-21**

**ORDINANCE NO.**

**AN ORDINANCE AMENDING THE FY21 OPERATING BUDGET TO ADD \$250,000 TO THE EXPENDITURE BUDGET**

**WHEREAS**, pursuant to Ordinance 3074-20, passed on October 20, 2020, the City approved the fiscal year ending October 31, 2021 Budget; and

**WHEREAS**, the Board of Alderman has directed staff to complete the change order to the Downtown Streetscape Phase II project

**WHEREAS**, amendments to the General Fund are required at this time.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI AS FOLLOWS:**

**THAT** the fiscal year ending October 31, 2021 Budget is hereby amended to add:

- \$50,000 in expenditures in the Transportation Sales Tax Fund
- \$200,000 in expenditures in the Capital Improvement Sales Tax Fund

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 17<sup>th</sup> day of August 2021.

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Damien Boley, Mayor

ATTEST:

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Linda Drummond, City Clerk

First Reading: 8/17/2021

Second Reading: 8/17/2021



## Board of Alderman Request for Action

**MEETING DATE:** 8/17/2021

**DEPARTMENT:** Development

**AGENDA ITEM:** Bill No. 2913-21 Site Plan Review Amendments

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**RECOMMENDED ACTION:**

A motion to approve Bill No. 2913-21 amending the Site Plan Review regulations for first reading by Title Only.

**SUMMARY:**

The 2030 Comprehensive Plan recommended adjusting some of the Site Plan Review regulations as well as address multifamily dwelling site plan review to clarify park land dedication uses. This ordinance implements those changes.

**BACKGROUND:**

It became apparent that adjusting the language in the site development regulations to clear up any ambiguities on public infrastructure was necessary, as well as addressing a Comprehensive Plan goal of addressing standards for R-3 multifamily development, including park land dedications if no platting was required. The draft ordinance was sent to the Planning Commission on August 10 where it held a public hearing on the matter. The Commission discussed some aspects of the Site Plan ordinance and then voted to recommend approval to the Board.

**PREVIOUS ACTION:**

No specific action preceded this change.

**POLICY ISSUE:**

Increase the protections of the tax funding by requiring development to fund its' own infrastructure improvements in all districts.

**FINANCIAL CONSIDERATIONS:**

No impact anticipated.

**ATTACHMENTS:**

- |   |                                   |
|---|-----------------------------------|
| <input checked="" type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution           | <input type="checkbox"/> Plans    |
| <input type="checkbox"/> Staff Report         | <input type="checkbox"/> Minutes  |
| <input type="checkbox"/> Other: Staff Report  |                                   |

**AN ORDINANCE REPEALING SECTIONS 400.390 THRU 400.440 OF THE SMITHVILLE MUNICIPAL CODE AND RE-ENACTING NEW SECTIONS 400.390 TO 400.440**

**WHEREAS**, the Planning and Zoning Commission held a Public Hearing on a draft of the new Zoning Code text on August 10, 2021 and recommended the approval of this ordinance; and

**WHEREAS**, the Planning Commission believes that these changes are consistent with the intent and purpose of the zoning regulations; and

**WHEREAS**, the Planning Commission believes that these changes are necessary due to changed and changing conditions of the real estate market and the specific provision of the 2030 Comprehensive Plan; and

**WHEREAS**, the Smithville Board of Aldermen deems it to be in the best interest of the City of Smithville to adopt said code.

**NOW THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI AS FOLLOWS:**

Section 1. That Division 1 of Article III of the zoning code of the City of Smithville is amended by deleting Sections 400.390 through 400.440 and enacting new provisions 400.390 through 400.440 to be read and numbered as follows:

**SECTION 400.390: INTENT**

The City of Smithville recognizes that the very nature of land development creates potential for traffic congestion, overcrowding, adverse visual environmental impacts and health problems. Also, the City strives to achieve the goal of promoting growth in Smithville, while retaining a unique atmosphere and small City image, capitalizing on the natural beauty and physical resources of the area. The City seeks to ensure that any location that has a potential for preserving natural resources, identified on the recommend land use map in the Comprehensive Plan or that must accommodate intense urban uses, shall be subject to site plan review by the Zoning Administrator and approval by the Planning Commission and the Board of Aldermen. Site plan reviews shall help ensure that

the meaning and intent of the zoning regulations and all portions thereof are fully complied with.

The site plan review regulates the development of structures and sites in a manner that considers the following concerns:

1. The balancing of landowners' rights to use their land with the corresponding rights of abutting and neighboring landowners to live without undue disturbances (e.g., noise, smoke, fumes, dust, odor, glare, storm water runoff, etc.); and
2. The convenience and safety of vehicular and pedestrian movement within the site and in relation to adjacent areas or roads; and
3. The adequacy of waste disposal methods and protection from pollution of surface or ground water; and
4. The protection of historic and natural environmental features on the site under review and in adjacent areas; and
5. The enhancement of the natural environment by promoting urban development which is compatible with clearly identified natural resources.

#### SECTION 400.395: APPLICABILITY

All applications for new building permits in the commercial and industrial zoning districts as well as in the R-3 Multi-family districts shall be subject to site plan review in accordance with these regulations. Site plan review shall also be required for the expansion of any existing use in these districts. "Expansion" shall include any increase in floor, parking or storage space. Site plan review may also be required for improvements to the facade of an existing building. This would include attaching or changing any appurtenances such as, but not limited to siding, façade, dormers, parapets, columns, pillars, overhangs and soffits. Such work shall be subject to site plan review at the discretion of the Development Director.

#### SECTION 400.400: APPLICATION AND FEES

A site plan application, together with a site plan application fee of seventy-five dollars (\$75.00), shall be submitted to the Development Director. The applicant shall pay for all costs associated with any required technical studies and the City's review of such studies,

as well as reimburse the City for all expenses associated with any notices and/or mailings provided as a result of any application herein.

#### SECTION 400.405: PROCEDURE

A. No building permits shall be issued for any use of land or proposed construction on a lot in the zoning districts in which site plan review is required, until site plan approval has been granted pursuant to these procedures. The Development Director shall perform site plan reviews initially. The initial review shall be to determine compliance with the submittal requirements herein. Once the submittal is deemed complete, the Development Director and the Development Review Committee shall review the application and supporting documents in accordance with the standards of review contained herein. The Development Director may request any such technical studies as deemed necessary in order to ensure compliance with the requirements of the Zoning Code. The application shall thereafter be scheduled on the next available Planning Commission meeting. The Planning Commission shall review and make any such recommendations for approval, approval with conditions or denial as it deems necessary to ensure compliance with the provisions of this Article. Within seven (7) days of this meeting, the Development Director shall notify the applicant of the date of the Board of Aldermen meeting where the application will be presented. The Board of Aldermen shall review the report of the Development Review Committee, the recommendations of the Planning Commission and any additional information it deems relevant. The Board may approve, approve with conditions or disapprove of the application in accordance with the standards of review of this Article. The Development Director shall provide written notification to the applicant of the Board's determination within seven (7) days of the meeting.

B. A site plan review is valid for one (1) year from the date of approval of the Board of Aldermen. In the event that a project granted site plan approval is not started within the twelve (12) month period from the time the site plan was approved or completed within twenty-four (24) months from said approval unless a phased construction plan is requested and approved, the site plan approval shall be invalid, and resubmission shall be required. Resubmissions pursuant to this Section shall be subject to all applicable ordinances and policies in effect at the time of resubmission.

C. If the development involves multiple buildings in one (1) cohesive development area which is subject to the preliminary and final platting procedures of the Subdivision Code of the City of Smithville, the site plan review standards required herein shall be reviewed and approved at or during the final platting process, without regard to the separate site plan review procedures above. If the development receives final plat and

site plan approval, the site plan approval granted therein shall be valid for a period of five (5) years if the project is started within the twelve (12) month period from the time the site plan was approved. For purposes of this provision, a project is "started" if construction on at least one (1) of the buildings contemplated therein is commenced within twelve (12) months and completed within twenty-four (24) months. If the project is not "started", said site plan approval shall be invalid and resubmission of an application for site plan approval shall be required and the procedures listed above shall apply. Any final plat approval that includes a site plan approval is limited to the buildings contained in the original site plan review. Whether or not the site plan is "started", the continued validity of the final plat shall be subject to the requirements of Article VI of the Subdivision Code. The Board may, in its approval of the final plat and site plan, allow more time in accordance with a phasing plan submitted by the applicant; or may extend the original period of validity if, prior to termination thereof, the applicant requests an extension for good cause shown. The Board shall have full discretion in determining what constitutes good cause.

#### SECTION 400.410: STANDARD OF REVIEW

The recommendations of the Development Review Committee, the Planning Commission and the Board of Aldermen shall be based upon the following standards:

1. The extent to which the proposal conforms to these regulations.
2. The extent to which the development would be compatible with the surrounding area.
3. The extent to which the proposal conforms to the provisions of the City's subdivision regulations concerning the design and layout of the development, as well as water system, sewer system, stormwater protection and street improvements.
4. The extent to which the proposal conforms to the policies and provisions of the City's Comprehensive Plan.
5. The extent to which the proposal conforms to the adopted engineering standards of the City.
6. The extent to which the locations of streets, paths, walkways and driveways are located so as to enhance safety and minimize any adverse traffic impact on the surrounding area.

7. The extent to which the buildings, structures, walkways, roads, driveways, open space and parking areas have been located to achieve the following objectives:

- a. Preserve existing off-site views and create desirable on-site views;
- b. Conserve natural resources and amenities available on the site;
- c. Minimize any adverse flood impact;
- d. Ensure that proposed structures are located on suitable soils;
- e. Minimize any adverse environmental impact; and

f. Minimize any present or future cost to the municipality and private providers of utilities in order to adequately provide public utility services to the site. 8.

The Board of Aldermen may waive any or all these provisions for reasonable cause.

#### SECTION 400.415: SUBMISSION REQUIREMENTS

A. The site plan shall include the following data, details and supporting plans which are found relevant to the proposal. The number of pages submitted will depend on the proposal's size and complexity. The applicant shall make notations explaining the reasons for any omissions.

B. Site plans shall be prepared by a registered professional engineer, architect or landscape architect at a scale of one (1) inch equals twenty (20) feet on standard twenty-four (24) inch by thirty-six (36) inch sheets. Items required for submission include:

1. Name of the project, address, boundaries, date, north arrow and scale of the plan(s). If more than one (1) sheet is used, each sheet shall provide the title of the matter displayed, e.g., site plan, utility plan, lighting plan.

2. Name and address of the owner of record, developer and seal of the engineer, architect or landscape architect.

3. Name and address of all owners of record of abutting parcels, as well as the land uses and structures (within one hundred eighty-five (185) feet) thereon.

4. All existing lot lines, easements and rights-of-way, as well as a table identifying the area in acres or square feet.

5. The location and use of all existing and proposed buildings and structures within the development. Include all dimensions of height and floor area and show all exterior entrances and all anticipated future additions and alterations. For developments in the historic Central Business District ("CBD") indicate design details to make new construction compatible with existing structures.

6. The location of all present and proposed public and private ways, parking areas, driveways, sidewalks, ramps, curbs and fences.

7. Detailed drawings of all screening to be constructed indicating the type of construction, material to be used and visual appearance of said screening. Screening includes, but is not limited to, waste disposal containers, storage areas and mechanical equipment.

8. A lighting plan in conformance with the criteria as set forth in Section 400.680.

9. The location, height, size, materials and design of all proposed signage. Final approval of signs is by a separate permit process.

10. A landscaping plan in conformance with the criteria as set forth in Section 400.685.

11. The location of all present and proposed utility systems including: sewerage or septic system; water supply system; telephone, cable and electrical systems; and storm drainage system including existing and proposed drain lines, culverts, catch basins, headwalls, end walls, hydrants, manholes and drainage swells.

12. Plans to prevent the pollution of surface or ground water, erosion of soil both during and after construction, excessive runoff, excessive raising or lowering of the water table and flooding of other properties, as applicable. The applicant shall provide a copy of an erosion control plan for review as well as a copy of a Missouri Department of Natural Resources land disturbance permit (if required). The erosion control plan shall utilize best management practices as prescribed in the Missouri DNR principles of best management guidelines. The applicant shall adhere to the City of Smithville Erosion and Sediment Control Manual.

13. Existing and proposed topography shown at not more than two (2) foot contour intervals. All elevations shall refer to the United States Geodetic Survey (USGS) datum. If any portion of the parcel is within the 100-year floodplain, the area shall be



shown with base flood elevations; and the developer shall present plans for meeting Federal Emergency Management Agency (FEMA) requirements.

14. Zoning district boundaries adjacent to the site's perimeter shall be drawn and identified on the plan.

15. Traffic flow patterns within the site, entrances and exits, loading and unloading areas, curb cuts on the site and within one hundred (100) feet of the site.

If requested by the City, the applicant shall provide a detailed traffic study that includes:

a. The projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels;

b. The projected traffic flow pattern including vehicular movements at all major intersections likely to be affected by the proposed use of the site; and

c. The impact of this traffic upon existing abutting public and private ways in relation to existing road capacities. Existing and proposed daily and peak hour traffic levels, as well as road capacity levels, shall also be given.

16. For new construction or alterations to any existing building, a table containing the following information must be included:

a. Area of building to be used for a particular use, such as retail operation, office, storage, etc.;

b. Percentage of facade surface area consisting of glass, windows or other clear openings;

c. Maximum number of employees;

d. Maximum seating capacity, where applicable;

e. Number of parking spaces existing and required for the intended use;  
and

f. Method by which large areas of paved parking are broken by appropriate landscaping.

17. Color photographs of surrounding structures within one hundred eighty-five (185) feet of sufficient detail to determine compliance with these provisions.

18. In developments proposed in a R-3 district where the platting process is not implicated or required, the proposal must also show how the project meets the requirements for dedication or reservation of public open space as is described in Section 425.200- 425.230 of the City Code, which shall include payment in lieu of dedication requirements if no dedication or reservation is included or accepted.

#### SECTION 400.419: DEVELOPMENT STANDARDS IN R-3 DISTRICTS

Intent. All residential building and sites shall be constructed with materials that are durable, economically maintained and of a quality that will retain their appearance over time.

1. Building Materials. The materials used shall meet the intent of this section by being of such quality, design and type that they will maintain their installed appearance overtime. These materials must be organized in a cohesive development pattern for each of the proposed buildings in the development area.
2. Building color. Color schemes shall tie building elements together, relate separate (freestanding) buildings within the same development to each other and shall be used to enhance the architectural form of a building. The principal color of all structures shall be generally earth tones, grays and blue-grays or combinations thereof. Intense, bright, black or fluorescent colors must be specifically requested and can only be approved by the Board of Aldermen and in no event shall they be the predominate color on any wall or roof.
3. Building massing and facade treatment.
  - a. Variation in massing. A single, large dominant building mass shall be avoided.
  - b. All building walls shall have horizontal and vertical architectural interest and variety to avoid the effect of a single, blank, long or massive wall with no relation to human scale.
4. Site Layout principles. Access to the development should take into account the service level of the adjacent roadways and shield or buffer the residential buildings from traffic noise and conflicts associated with higher level roadways. building orientation.
  - A. All primary and pad site buildings shall be arranged and grouped so that their primary orientation complements adjacent and existing developments and either:
    - (1) Frames the corner of an adjacent street intersection; or
    - (2) Frames and encloses a "main street" pedestrian and/or vehicle access corridor within the development site; or

(3) Frames and encloses on at least three (3) sides parking areas, public spaces or other site amenities.

(4) Alternatives. An applicant may submit an alternative development pattern, provided such pattern achieves the intent of the above standards and this Section.

B. Parking lot layout.

(1) In order to reduce the scale of paved surfaces and to shorten the walking distance between the parked car and the building, off-street parking for all developments shall be located according to one (1) of the following:

(a) A minimum of forty percent (40%) of the off-street parking spaces provided shall be located other than between a facade facing a public right-of-way and the public right-of-way (e.g., to the rear or side of the building); or

(b) More than sixty percent (60%) of the off-street parking spaces provided may be located between the front facade of the primary building(s) and the abutting street, provided the amount of interior and perimeter parking lot landscaping required is increased by fifty percent (50%) and the overall green space is increased by twenty-five percent (25%).

5. Lighting Standards. Since the development is primarily residential in nature, lighting shall be designed for safety as its' primary goal. To the extent the development is adjacent to residential uses other than R-3, a photometric plan showing the development meets the off-site standards required of commercial developments in Section 400.430 is required. Parking lot lighting shall be limited to illuminating the parking areas without spilling over into other areas of the site or offsite. The height of light poles should be consistent with the overall development design, but in no event shall the lights be more than 20' above adjacent grade. Building attached lighting shall be directed downward, and in no event should it be directed such that its glare is off site. Pedestrian walkway lighting shall be such that it primarily illuminates the path(s) involved with generally low stature lights. If necessary or an integral part of the design of the development, taller lights may be installed, but in no event shall they exceed 10' from adjacent grade.
6. Landscaping Standards. To maintain the general residential feel of the development, landscaping should be designed in accordance with its location. In all developments, existing mature trees that are not required to be removed for construction should remain in place. The development should be buffered from adjacent roadways with either a combination of berms and medium stature trees, or without berms a combination of both higher stature trees and low standing non-deciduous trees or shrubs. Grouping or clustering such trees in a natural looking state is desired. In the event a building or parking area is adjacent to a public street, the landscape buffering requirements in Section 400.435.C.3 shall be met.

7. Pedestrian and Recreation considerations. In addition to the considerations identified in Section 400.415.B.18, above, all Residential developments shall account for the recreational needs of the project residents as well as providing access to the public recreational offerings. In order to meet the public offering requirements, the standards in the Comprehensive Plan and Parks Master plans of the City of Smithville shall be the prime consideration.

#### SECTION 400.420: DEVELOPMENT STANDARDS IN "B-1", "B-2" AND "B-3" DISTRICTS

Intent. All buildings shall be constructed or clad with materials that are durable, economically maintained and of a quality that will retain their appearance over time.

1. Building materials.

- a. Approved materials. The following materials shall be used on all commercial and/ or office buildings.

- (1) Natural or synthetic stone complying with applicable building codes;

- (2) Brick;

- (3) Integrally colored, textured or glazed concrete masonry units;

- (4) Pre-cast, cast in place or tilt up concrete panels with a rough texture;

- (5) Stucco;

- (6) Glass, including glass curtain walls, glass block;

- (7) Architectural metal wall panels provided no more than twenty-five percent (25%) on any facade and located four (4) feet or more above grade;

- (8) Cementitious fiber planking, siding or panels with the appearance of wood meeting applicable building codes and located four (4) feet or more above grade.

- b. Prohibited materials. The following exterior building materials shall be prohibited if used as the primary material proposed:

(1)

(1) Metal, except when used only in an incidental role such as trim, architectural features, standing seam metal roofing or other architectural metal siding or roofing as specifically approved.

(2) Natural wood, wood siding, wood and plywood paneling unless approved as a portion of a façade treatment that articulates multiple materials;

(3) Split shakes, rough-sawn or board and batten wood when used as siding;

(4) Vinyl siding unless approved as a portion of a façade treatment that articulates multiple materials;

(5) Smooth-faced gray concrete block either unpainted, painted or stained;

(6) Tilt-up concrete panels without rough texture surface;

c. Conditional materials. The Governing Body as a part of a site development plan can approve new materials not listed above.

## 2. Building color.

a. Color schemes shall tie building elements together, relate separate (freestanding) buildings within the same development to each other and shall be used to enhance the architectural form of a building.

b. All roof penetrations and building projections including, but not limited to, chimneys, flues, vents, gutters, access ladders and meters shall match or complement the permanent color of the adjacent building wall and/or roof materials.

c. All service, delivery and overhead doors shall match or complement the permanent color of the adjacent building wall.

d. Colors of all buildings, structures and appurtenances shall be compatible with developed properties within one hundred eighty-five (185) feet. The principal color of all structures shall be generally light earth tones, grays and blue-grays or combinations thereof. Intense, bright, black or fluorescent colors must be specifically

requested and can only be approved by the Board of Aldermen and in no event shall they be the predominate color on any wall or roof.

3. Building massing and facade treatment.

a. Variation in massing. A single, large dominant building mass shall be avoided.

b. All building walls shall have horizontal and vertical architectural interest and variety to avoid the effect of a single, blank, long or massive wall with no relation to human scale. The building design shall be consistent with the following standards:

(1) Vertical wall articulation. There shall be no blank, unarticulated building walls exceeding thirty (30) feet in length. All building walls shall be designed to meet the following standards:

(a) Any wall exceeding thirty (30) feet in length shall include vertical architectural features such as columns, ribs, pilasters, piers, changes in wall planes, changes in texture or materials and window/door pattern no less than twelve (12) inches in width.

(b) The total width of the vertical feature(s) shall extend at least ten percent (10%) of the entire length of the facade.

(c) All building walls shall include materials and design characteristics consistent with those on the front entry facade.

(2) Horizontal wall articulation. All building walls shall present a clearly recognizable base, middle and top by meeting the following standards:

(a) A recognizable "base" may consist of, but is not limited to:

(i) Thicker walls, ledges or sills;

(ii) Integrally textured materials such as stone or other masonry;

(iii) Integrally colored and patterned materials such as smooth-finished stone or tile; or

(iv) Lighter or darker colored materials or panels.

(b) A recognizable "top" may consist of, but is not limited to:

(i) Cornice treatments, other than colored "stripes" or "bands" with integrally textured materials such as stone or other masonry or differently colored materials;

(ii) Sloping roof with overhangs and brackets;

(iii) Stepped parapets; or

(iv) Lighter or darker colored materials from the base.

#### 4. Site layout principles.

a. Building orientation. All buildings shall be oriented so that the primary facade meets the following standards:

(1) Buildings located mid-block should be oriented with the primary facade facing the public right-of-way, unless it can be shown that there are compelling site conditions that necessitate a different orientation. If site conditions necessitate that the primary customer entrance not face the public right-of-way, then the building is considered to have two (2) primary facades, the one (1) facing the right-of-way and the one (1) with the primary customer entrance.

(2) Buildings on corner lots should be oriented with the primary facade facing a public right-of-way, unless it can be shown that there are compelling site conditions that necessitate a different orientation. If site conditions necessitate that the primary customer entrance not face the public right-of-way, then the building is considered to have three (3) primary facades, the two (2) facades that face public rights-of-way and the facade that incorporates the customer entrance.

(3) Buildings on double-frontage lots should have the primary customer entrance oriented to face the higher classified street, unless it can be shown

that there are compelling site conditions that necessitate a different orientation. In the case where both streets have the same classification, the orientation shall follow the pattern established in the existing properties along the street frontage.

b. Primary facades. Primary facades shall have at least two (2) of the following:

- (1) A primary customer entrance;
- (2) Arcades or colonnades a minimum of six (6) feet wide or other roof treatment that provides shade and a break in the vertical plane, along at least thirty percent (30%) of the horizontal length of the primary facade.
- (3) Display windows or other clear openings along at least forty percent (40%) of the horizontal length of the primary facade.
- (4) Awnings, associated with window and/or doors, in maximum increments of fifteen (15) feet or less in length, along at least fifty percent (50%) of the horizontal length of the primary facade. No writing, logos or other advertising may be placed upon any such awnings.
- (5) For parcels less than one-half ( $\frac{1}{2}$ ) acre, foundation landscaping adjacent to and along the full length of the primary facade. The landscaped area shall be a minimum of eight (8) feet wide and shall include ten (10) shrubs with one (1) shade tree or two (2) ornamental trees for each twenty-five (25) feet or fraction thereof of the lineal building facade. This landscaping is in addition to other landscaping required by this Article.
- (6) Any other treatment that, in the opinion of the Development Review Committee, meets the intent of this Section.

c. Secondary facades shall be designed with consistent architectural style, detail, trim features and roof treatments of the primary facade as required in the building massing and facade treatment Section above. A secondary facade with a primary customer entrance shall, by definition, meet the primary facade requirements.

d. Customer entrances.

- (1) All buildings shall comply with the following design standards:



(a) Buildings with fifty thousand (50,000) square feet or more of gross floor area shall have more than one (1) customer entrance. Smaller buildings are encouraged to provide multiple entrances where practicable.

(b) Where additional businesses will be located in the primary building, each such store may have an exterior customer entrance, which shall comply with the prominent entrance requirement below.

(2) Prominent entrances required. Every building, including all buildings when located a single site, shall have clearly-defined, highly-visible customer entrances as required in Subsection (1) above featuring no less than three (3) of the following:

(a) Canopies or porticos;

(b) Awnings;

(c) Overhangs;

(d) Recesses/projections;

(e) Arcades;

(f) Raised corniced parapets over the door;

(g) Peaked roof forms;

(h) Arches;

(i) Outdoor patios;

(j) Display windows;

(k) Architectural detail, such as tile work, brick detailing and moldings integrated into the building structure and design; or

(l) Integral planters or wing walls that incorporate landscaped areas and/or places for sitting.

(3) Awnings.

(a) Awnings shall be no longer than a single storefront.

(b) Fabric awnings are encouraged; canvas awnings with a matte finish are preferred. Awnings with high gloss finish are discouraged. Illuminated, plastic awnings are prohibited.

(c) Awning colors shall be compatible with the overall color scheme of the facade from which it projects. Solid colors or subtle striped patterns are preferred.

e. Parking lot layout.

(1) In order to reduce the scale of paved surfaces and to shorten the walking distance between the parked car and the building, off-street parking for all developments shall be located according to one (1) of the following:

(a) A minimum of forty percent (40%) of the off-street parking spaces provided shall be located other than between a facade facing a public right-of-way and the public right-of-way (e.g., to the rear or side of the building); or

(b) More than sixty percent (60%) of the off-street parking spaces provided may be located between the front facade of the primary building(s) and the abutting street, provided the amount of interior and perimeter parking lot landscaping required is increased by fifty percent (50%) and the overall green space is increased by twenty-five percent (25%).

f. Multiple building developments.

(1) Site layout and building orientation. All primary and pad site buildings shall be arranged and grouped so that their primary orientation complements adjacent and existing developments and either:

(a) Frames the corner of an adjacent street intersection; or

(b) Frames and encloses a "main street" pedestrian and/or vehicle access corridor within the development site; or

(c) Frames and encloses on at least three (3) sides parking areas, public spaces or other site amenities.

(2) Alternatives. An applicant may submit an alternative development pattern, provided such pattern achieves the intent of the above standards and this Section. Strictly linear or strip commercial development patterns shall be avoided, unless the usable lot shape would prohibit any other reasonable layout.

g. Single building developments.

(1) Unless part of a larger planned development, when there is only one (1) building in a proposed development, the development shall comply with the following standards:

(a) Single-tenant building. A single-tenant building shall be oriented toward the primary abutting street and shall comply with the provisions of the site layout principles listed above.

(b) Multi-tenant building. A multi-tenant building shall have at least fifty percent (50%) of the building's "active" wall oriented toward the primary abutting street and shall comply with the site layout principles listed above. Deep setbacks behind large expanses of parking areas or vacant land shall be avoided. For purposes of this standard, the "active" wall shall be the side of the building containing the majority of storefronts, customer entrances and windows.

(2) Alternatives. An applicant may submit an alternative development pattern, provided such pattern achieves the intent of the above standards and this Section. Strictly linear or "strip" commercial development patterns shall be avoided, unless the usable lot shape would prohibit any reasonable use.

#### SECTION 400.421: DEVELOPMENT STANDARDS IN "B-4" DISTRICTS

Intent. All buildings shall be constructed or clad with materials that are durable, economically maintained and of a quality that will retain their appearance over time. Given the inclusion in this District of many of the older, historical buildings in the downtown area of the City, the intent is to encourage new building construction that is harmonious with the character of the buildings adjacent to any existing structure; to regulate the materials used on existing buildings so as to highlight the architecture of the building; and, to exempt existing buildings that are either in a historic district or are individually identified as historic and any such exempted properties must complete rehabilitation or remodeling in accordance with the Secretary of Interior's Guidelines for Rehabilitation of a Historic Property.

A. Building Materials.

1. Any material allowed in Section 400.420 may be used in the B-4 district for construction of a new building, and any additional materials, including prohibited materials may be used if presented in an overall development proposal that does not negatively impact property values in the area. In keeping with the intent of this section, repairs, additions or changes to an existing building should strive to highlight the architectural details of the existing building, and any proposed materials may be submitted for review, so long as the intent of including the material is part of a design concept that takes into account the existing structure, and is harmonious with the adjacent buildings.

B. Building Color.

1. Color schemes shall strive to tie building elements together, highlight significant architectural details consistent with original usages and generally enhance the historic nature of the area.

2. All roof penetrations, building projections and building equipment shall match or complement the permanent color of the building, or be otherwise shielded from view from the public right-of-way.

C/ Building massing and façade treatment.

All new construction shall be designed to enhance the look of the district and should, to the extent practicable, conform to the intent of the overall district.

D. Site layout principles.

New buildings constructed in this district should, to the extent practicable, match the setbacks of the adjacent structures from the existing right of way, but in no event shall any primary entrance door open directly into the path of the public right of way. Any remodel or addition to an existing structure shall make changes to recess any primary entrance into the building so as to not obstruct any public right of way when opened.

SECTION 400.425: DEVELOPMENT STANDARDS IN "I-1" AND "I-2"

A. Building Materials.

1. Building material wrap. The exterior building materials utilized on the street facade(s) shall be extended in a continuous wrap around to the non-street facing facade by a minimum of thirty percent (30%) of the building wall length. Any other treatment

that, in the opinion of the Development Review Committee, meets the intent of this Section may be approved.

2. Industrial buildings on industrial zoned properties adjacent to arterial or higher classified streets shall utilize the following materials.

a. All building walls(s) facing a public or private street shall utilize one hundred percent (100%) of the following materials:

(1) Natural or synthetic stone complying with applicable building codes; or

(2) Brick; or

(3) Integrally colored concrete masonry (CMU) with split-face, fluted, scored or other rough texture finish; or

(4) Pre-cast, cast in place or tilt up concrete panels with a rough texture surface; or

(5) Stucco located four (4) feet or more above grade; or

(6) EIFS or synthetic stucco, provided no more than twenty-five percent (25%) is used on any facade and located four (4) feet or more above grade; or

(7) Glass including glass curtain walls, glass block, excluding mirror glass which reflects more than forty percent (40%) of incident visible light; or

(8) Architectural metal wall panels, provided no more than twenty-five percent (25%) on any facade and located four (4) feet or more above grade.

b. All building wall(s) not facing a public or private street shall utilize the following materials:

(1) A minimum of fifty percent (50%) of the building wall area shall be approved materials listed in Subsection (A)(2)(a) above.

(2) Pre-finished/pre-engineered metal siding panels and/or pre-engineered and pre-finished rough textured metal siding panel systems with a rough texture surface (meeting adopted building codes) or smooth pre-cast, cast in place or tilt up concrete panels may be used on the remaining building wall area.

c. Industrial buildings on industrial zoned properties adjacent to streets not classified as arterial or higher classified streets shall utilize the following materials:

(1) All building wall(s) facing a public or private street shall utilize the following materials:

(a) A minimum of fifty percent (50%) of the building wall area shall be approved materials listed in Subsection (A)(2)(a) above.

(b) Pre-finished/pre-engineered metal siding panels and/or pre-engineered and pre-finished rough textured metal siding panel systems with a rough texture surface (meeting adopted building codes) may be used on the remaining building wall area.

(2) All building wall(s) not facing a public or private street may utilize pre-engineered or pre-finished rough textured metal siding panel systems with a rough texture surface, which meet adopted building codes or smooth pre-cast, cast in place or tilt up concrete panels.

d. Prohibited materials. The following exterior building materials shall be prohibited:

(1) Metal panel siding with a thickness of less than twenty-four (24) gauge and with a corrugation of less than one and one-fourth (1¼) inch depth;

(2) Natural wood, wood siding, wood and plywood paneling;

(3) Vinyl siding;

(4) Smooth-faced gray concrete block either unpainted, painted or stained;

(5) Tilt-up concrete panels without rough texture surface on any building wall(s) facing a public or private street.

e. Conditional materials. The Governing Body as a part of a site development plan can approve new materials not listed above.

B. Building Color.

1. Color schemes shall tie building elements together, relate separate (freestanding) buildings within the same development to each other and shall be used to enhance the architectural form of a building.

2. All roof penetrations and building projections including, but not limited to, chimneys, flues, vents, gutters, access ladders and meters shall match or complement the permanent color of the adjacent building wall and/or roof materials.

3. All service, delivery and overhead doors shall match or complement the permanent color of the adjacent building wall.

4. Colors of all buildings, structure and appurtenances shall be compatible with developed properties within one hundred eighty-five (185) feet. The principal color of all structures shall be generally light earth tones, grays and blue-grays or combinations thereof. Intense, bright, black or fluorescent colors must be specifically requested and can only be approved by the Board of Aldermen and in no event shall they be the predominate color on any wall or roof.

C. Building Massing And Facade Treatment.

1. Variation in massing. A single, large dominant building mass shall be avoided.

2. Vertical wall articulation. There shall be no blank, unarticulated building walls exceeding sixty (60) feet in length. All building walls shall be designed to meet the following standards:

a. Any wall exceeding sixty (60) feet in length shall include vertical architectural features such as columns, ribs, pilasters, piers, changes in wall planes, changes in texture or materials and window/door pattern no less than twelve (12) inches in width.

b. Any vertical features mentioned in Subsection (C)(2)(a) above shall have a depth of at least six (6) inches. The total area of the vertical features shall encompass at least five percent (5%) of the entire length of the facade.

c. Options include:

(1) Alteration of material types;

(2) Facade articulation such as expressing the structural bays of the building with pilasters or other detailing;

(3) Step down and/or step backs which follow the terrain;

(4) Architectural features such as columns, pilasters, canopies, porticos, awnings, brackets or arches;

(5) Boxed in downspouts; or

(6) The Board of Aldermen may approve any other treatment that in the opinion of the Development Review Committee meets the intent of this Section.

3. Horizontal wall articulation. All building walls shall present a clearly recognizable base, middle and top by meeting the following standards:

a. The "base" around all sides of the building to a height of four (4) feet shall consist of one (1) of the following high quality, durable materials:

(1) Brick;

(2) Natural or synthetic stone; or

(3) Integrally colored concrete masonry units (CMU) with a rough texture surface.

b. The "top" around all sides of the building shall consist of one (1) of the following:

(1) Sloped roofs. Sloped roofs shall have a minimum pitch of three (3) feet vertical rise for twelve (12) feet of horizontal run.

(2) Flat roofs. A parapet or articulated cornice lines shall be provided for roofs with a pitch less than three (3) feet of rise for twelve (12) feet of run.

4. Four-sided architecture. All sides of a building shall include similar architectural details, materials, colors and articulation to avoid a back side.

5. The Board of Aldermen on a case-by-case basis may approve a clearly defined alternative building composition.



D. Site Layout Principles.

1. Building orientation and parking lot layout. All buildings shall be oriented so that the primary facade (facade with primary customer entrance) meets the following standards:

a. Buildings located mid block.

(1) Buildings located mid block should be oriented with the primary facade facing the public right-of-way. A minimum of sixty percent (60%) of the off-street parking spaces provided shall be located in the side or rear yard areas. The remaining forty percent (40%) of spaces may be located between the facade and the right-of-way.

(2) If site conditions necessitate that the primary customer entrance not face the public right-of-way, the building shall be considered to have two (2) primary facades, the facade facing the right-of-way and the one (1) with the primary customer entrance. In buildings with two (2) facades, the parking area between the public right-of-way and the facade shall be limited to no more than twenty percent (20%) of the total off-street parking.

b. Buildings located on corner lots. Corner lot buildings shall have two (2) primary facades, each facing the public right-of-way. One (1) of those primary facades shall contain the primary customer entrance. No parking spaces shall be allowed in the area between the public right-of-way and the primary facade that does not contain the primary customer entrance. A minimum of sixty percent (60%) of the off-street parking spaces provided shall be located in the side or rear yard areas. The remaining forty percent (40%) of spaces may be located between the facade with the primary customer entrance and the right-of-way.

c. Buildings with double frontage. In buildings on double frontage lots, the primary customer entrance shall be located facing one (1) of the two (2) public rights-of-way. Both facades facing the right-of-way shall be primary facades. A minimum of fifty percent (50%) of the off-street parking spaces provided shall be located in the side yard areas. The remaining fifty percent (50%) of the parking spaces may be located in either of the areas between the primary facades and the public rights-of-way, with no more than forty percent (40%) of the spaces being located in any one (1) yard.

2. Primary facades and landscaping.

a. Primary facades shall have at least two (2) of the following:

(1) A primary customer entrance;

(2) Arcades, colonnades or other roof treatment that provides shade and a break in the vertical plane, along at least thirty percent (30%) of the horizontal length of the primary facade;

(3) Awning, associated with window and/or doors, in maximum increments of twenty (20) feet or less in length along at least fifty percent (50%) of the primary facade;

(4) Foundation landscaping adjacent to and along the full length of the primary facade. The landscaped area shall be a minimum of eight (8) feet wide and shall include ten (10) shrubs with one (1) shade tree or two (2) ornamental trees for each twenty-five (25) feet or fraction thereof of the lineal building facade. It is encouraged to cluster the shrubs and trees in order to provide a break in the expanse of the facade. These landscaping requirements are in addition to other landscaping required by this Article.

b. Primary customer entrances/office portion.

(1) Each building shall have a clearly defined, highly visible customer entrance featuring at least one (1) of the following:

(a) Canopies or porticos;

(b) Awnings;

(i) Fabric awnings are encouraged; canvas awnings with a matte finish are preferred; awnings with a high gloss finish are discouraged.

(ii) Illuminated, plastic awnings and any awning with advertising or other writing, other than building numbers, are prohibited.

(c) Overhangs;

(d) Recesses/projections;

(e) Raised corniced parapets over the door;

- (f) Peaked roof forms;
- (g) Arches; or
- (h) Other unique architectural detail.

(2) Office portion. At least forty percent (40%) of the office portion of the facade shall be transparent (i.e., glass) materials to differentiate it from the remainder of the building, unless the office portion covers the entire facade, in which only thirty percent (30%) shall be transparent.

#### SECTION 400.430: COMMERCIAL AND INDUSTRIAL DISTRICT LIGHTING STANDARDS

##### A. General Lighting Standards.

1. Intent. Eliminate adverse impacts of light spillover; provide attractive lighting fixtures and layout patterns that contribute to unified exterior lighting design of non-residential developments; and provide exterior lighting that promotes safe vehicular and pedestrian access to and within a development, while minimizing impacts on adjacent properties.

2. Color of light source. All lighting fixtures shall be color-correct types such as halogen or metal halide to ensure true-color at night and ensure visual comfort for pedestrians.

3. Design of fixtures/prevention of spillover glare. Light fixtures shall use full cut-off lenses to prevent glare and light spill off the project site onto adjacent properties, buildings and roadways. All lights shall be International Dark-Sky Association (IDA) approved fixtures.

4. Prohibited lights. The following lights are prohibited:

- a. Searchlights;
- b. Mercury vapor lights;
- c. High pressure sodium; and
- d. Halogen except when used as architectural/landscape lighting.

5. Exceptions. The following lights are excepted from these requirements:

a. Egress lights as required by the Building Code and less than one hundred (100) watts for incandescent, twenty-six (26) watts for compact fluorescent or forty (40) watts for other lighting sources.

b. Construction and emergency lighting used by construction workers or Police, fire-fighting or medical personnel, provided said lighting is temporary and is discontinued immediately upon completion of the construction work or abatement of the emergency requiring said lighting.

c. Security lighting controlled and activated by motion sensor devices for a duration of ten (10) minutes or less and less than one hundred (100) watts for incandescent, twenty-six (26) watts for compact fluorescent or forty (40) watts for other lighting sources.

6. Exemptions. The following lights are exempted from these requirements:

a. Airport lighting;

b. Street lighting installed per the Design and Construction Manual.

B. Photometric Plans.

1. A lighting engineer shall prepare the photometric plan.

2. A photometric plan, when required by this Chapter, shall indicate foot-candle levels on a ten (10) foot by ten (10) foot grid. When the scale of the plan, as determined by the Director, makes a ten (10) foot by ten (10) foot grid plot illegible, larger grid spacing may be permitted.

All photometric plans shall provide a breakdown indicating the maximum foot-candle, minimum foot-candle, average maintained foot-candle and the maximum to minimum ratio for each lighting zone.

All photometric plans shall include all structure(s), parking spaces, building entrances, traffic areas (both vehicular and pedestrian), vegetation that might interfere with lighting and adjacent uses that might be adversely impacted by the lighting. The plan shall contain a layout of all proposed fixtures by location orientation, aiming direction, mounting height and type. The plan shall include all other exterior lighting (e.g., architectural, building entrance, landscape, flag, accent, etc.).

For projects abutting or adjacent to residential properties, a photometric plan providing the as constructed lighting levels shall be provided to the Development Director prior to the issuance of a final certificate of occupancy. The as constructed photometric plan shall indicate the foot-candle levels on a ten (10) foot by ten (10) foot grid.

C. Parking Lot Lighting.

1. Parking lot lighting shall utilize flat lens fixtures with full cutoffs.
2. Parking lot fixtures shall be mounted to the parking lot light pole at ninety degrees (90°) and shall be non-adjustable.
3. The maximum overall pole height, measured to the top of the fixture from grade, shall comply with the following:
  - a. All light fixtures on properties adjoining residential uses and/or districts shall not exceed fifteen (15) feet within the perimeter area. For the purpose of this standard, the perimeter area shall be measured one hundred (100) feet from the property line closest to the residential use and/or district. Outside the perimeter area, the overall height may be increased to twenty (20) feet in height, measured to the top of the fixture from grade.
  - b. All light fixtures on properties adjoining residential uses and/or districts that are separated by a street and are within the perimeter area shall not exceed fifteen (15) feet. Outside the perimeter area, the overall height may be increased to twenty (20) feet in height, measured to the top of the fixture from grade.
  - c. All light fixtures on properties adjoining residential uses and/or districts that are separated by an arterial street and are within the perimeter area shall not exceed twenty-four (24) feet. Outside the perimeter area, the overall height may be increased to twenty-eight (28) feet in height, measured to the top of the fixture from grade.
  - d. All light fixtures on properties that do not adjoin residential uses and/or districts in Subsections (a) through (c) above shall not exceed twenty-eight (28) feet.

4. Maximum foot-candles. The maximum maintained vertical foot-candle at an adjoining residential property line shall be one-half (0.5) foot-candles, measured at three (3) feet above the grade.

5. Uniformity ratios. Luminaire fixtures shall be arranged to provide uniform illumination throughout the parking lot of not more than a six to one (6:1) ratio of average minimum illumination and not more than twenty to one (20:1) ratio of maximum to minimum illumination.

6. Maximum wattage.

a. All fixtures on developments that adjoin residential uses and/or districts shall be limited to one hundred seventy-five (175) watts maximum per head through the entire parking lot.

b. All fixtures on developments separated from residential uses and/or districts by a street shall be limited to one hundred seventy-five (175) watts maximum per head along the perimeter area. For the purpose of this standard, the perimeter area shall be measured one hundred (100) feet from the property line closest to the residential use and/or district. Outside the perimeter area, higher wattage fixtures may be utilized, but shall not exceed two hundred fifty (250) watts.

c. All fixtures on developments that adjoin commercial, office or industrial uses and/or districts shall be limited to four hundred (400) watts maximum per head.

7. Maximum light fixture heads.

a. Developments adjoining residential uses and/or districts including those separated by a street shall utilize single headed fixtures on the perimeter area.

b. The total aggregate wattage for multiple headed fixtures mounted on a single pole shall be limited to eight hundred (800) watts maximum.

c. Floodlight fixtures attached or mounted to parking lot light poles and/or fixtures are prohibited.

8. Lighting wattage may be further restricted depending on the elevation change between sites.

9. On all non-residentially developed lots which contain a minimum of four (4) parking lot light poles, parking lot lighting levels for surface parking lots and the top levels of parking decks and structures shall be reduced by at least fifty percent (50%) of the full operational levels within thirty (30) minutes after the close of business. Lighting levels may be reduced by turning off fifty percent (50%) of the parking lot lights or by dimming parking lot lighting levels to no more than fifty percent (50%) of the levels used during business or activity hours within thirty (30) minutes of the close of business or by some combination.

D. Wall-Mounted/Building-Mounted Lighting.

1. Building-mounted neon lighting is allowed only when recessed or contained in a cap or architectural reveal.

2. Wall-mounted fixtures are allowed only when full cut-off fixtures that direct the light downward are utilized.

3. Wall-mounted fixtures shall not exceed one hundred fifty (150) watts for incandescent and metal halide.

4. Wall-mounted/building-mounted fixtures shall be attached only to walls and the top of the fixture shall not exceed the height of the parapet or roof, whichever is greater. These fixtures on structures within one hundred (100) feet of residential use and/or district shall not exceed fifteen (15) feet measured from the top of the fixture to grade.

E. Pedestrian Walkway Lighting.

1. In commercial and/or office developments, pedestrian-level, bollard lighting, ground-mounted lighting or other low, glare-controlled fixtures mounted on buildings or landscape walls shall be used to light pedestrian walkways.

2. In industrial developments, pedestrian-level, bollard lighting, ground-mounted lighting or other low, glare-controlled fixtures mounted on buildings or landscape walls may be provided to light pedestrian walkways.

F. Architectural/Landscape/Artwork Lighting.

1. Fixtures used to accent architectural features, materials, colors, style of buildings, landscaping or art shall consist of full cut-off or directionally shielded lighting

fixtures that are aimed and controlled so that the directed light shall be substantially confined to the object intended to be illuminated to minimize glare, sky glow and light trespass.

2. Architectural/landscape lighting shall not exceed one hundred fifty (150) watts for incandescent or seventy (70) watts for other lighting sources.

3. The maximum illumination of any vertical surface or angular roof surface shall not exceed four (4) foot-candles.

G. Canopy Lighting And Lighting Of Drive-Thru.

1. All canopied areas and drive-thru facilities such as banks, service stations, convenience stores, car washes, etc., shall comply with the following requirements.

2. The lighting of such areas shall not be used to attract attention to the business. Lighting levels shall be adequate to facilitate the activities taking place in such locations.

3. Acceptable fixtures and methods of illumination include:

a. Light fixtures mounted on canopies shall be recessed so that the lens cover is recessed and flush with the bottom surface (i.e., ceiling) of the canopy.

b. Indirect lighting may be used where light is beamed upward and then reflected down from the underside of the canopy. Such fixtures shall be shielded such that direct illumination is focused exclusively on the underside of the canopy.

4. Lights shall not be mounted on the top or sides (fascias) of the canopy and the sides (fasciae of the canopy) shall not be illuminated.

5. Areas around service station pump islands shall be illuminated so that the minimum illumination three (3) feet above grade is at least one (1.0) foot-candle and no more than five (5.0) foot-candles. The uniformity ratio (i.e., average illumination to minimum illumination) shall be no greater than four to one (4.0:1).

6. Automatic teller machines (ATM). The lighting around freestanding ATM shall not exceed sixteen (16) foot-candles, measured at three (3) feet above the grade, within a five (5) foot radius from the ATM or four (4) foot-candles within a thirty (30) foot radius.



#### H. Exterior Display Lighting.

1. The amount of the display area light, measured at three (3) feet above the grade, shall not exceed twenty-five (25) foot-candles with an average illumination to minimum illumination of not greater than five to one (5.0:1).

2. The height of the exterior light fixtures shall be as follows:

a. Wall-mounted/building-mounted fixtures shall be attached only to walls and the top of the fixture shall not exceed the height of the parapet or roof, whichever is greater. These fixtures on structures within one hundred (100) feet of residential use and/or district shall not exceed fifteen (15) feet measured from the top of the fixture to grade.

b. Pole-mounted fixtures shall not exceed twenty (20) feet as measured from finish grade to the top of the light fixture. Concrete pedestals/bases shall not exceed three (3) feet in height and shall be included in the overall height. These fixtures within one hundred (100) feet of residential use and/or district shall not exceed fifteen (15) feet measured from the top of the fixture to grade.

3. The lighting in enclosed display areas shall be extinguished within thirty (30) minutes after closing of the business. Under no circumstances shall the illumination of display lots be permitted between 11:00 P.M. (10:00 P.M. adjacent to residential) and 7:00 A.M.

4. The illumination of parking lot display lighting shall be reduced by one-half ( $\frac{1}{2}$ ) between 11:00 P.M. (10:00 P.M. adjacent to residential) and 7:00 A.M.

#### SECTION 400.435: LANDSCAPING AND BUFFERING REQUIREMENTS

A. General Standards. Development in "B-1", "B-2", "B-3", "I-1" and "I-2" Zoning Districts shall, in addition to any landscaping requirements in any previous Sections, also install landscaping and buffering in accordance with the following general standards:

1. The applicant shall make all reasonable efforts to preserve existing mature trees, streams or other natural features that contribute to the natural character of Smithville.

2. Any part of the lot area not used for structures, parking areas, loading zones, access ways, sidewalks or outdoor seating areas shall be landscaped with grass, ground cover, trees, shrubs and/or landscaping mulch or rock.

3. In areas where overhead utilities will be located after development of a lot, only small stature trees should be used where the ultimate height and form of the trees may cause interference. In the alternative, where no such utilities exist, it is recommended that large stature canopy trees be planted.

4. Buffer areas should be designed to shield adjacent uses from light, noise and other adverse impacts from the use of the lot(s). The depth of the buffer and combination of materials used will depend upon the type of use on the lot and the use of the adjoining tract(s).

5. Buffer areas shall include an assortment of deciduous trees, evergreen trees, fencing, shrubs, flowering ornamental trees and other landscaping materials in accordance with the specific requirements as identified below.

#### B. Buffer Zone Types.

##### 1. Building buffer zones.

a. A "building buffer zone" is defined as the area between the building and a property line that abuts another property, with no parking, loading or vehicular travel areas located in between. Building buffer zones shall not include the area between a building and a property line that abuts a public right-of-way.

b. The building buffer zone shall extend the entire length of the building and, from each building corner, an additional distance equal to twenty percent (20%) of the building length for a total length of one hundred forty percent (140%) of the building length, unless a parking, loading or vehicular travel area is located between the building and the property line. If a parking, loading or vehicular travel area is located between the building and the property line, then the building buffer zone described above shall be reduced along the area where the parking, loading or vehicular travel area is located.

2. Parking buffer zones. The "parking buffer zone" is the area between the edge of the paved surface of a parking, loading or vehicular travel area and the property line and extends the length the property, except where such areas access a public street.

3. Street landscaping area. The street landscaping area is located along any property line that abuts a public street.

C. Specific Standards For "B-1", "B-2" And "B-3" Districts.

1. Adjacent to single- and two-family residential zones.

a. Building buffer zone.

(1) The building buffer zone shall be no less than thirty (30) feet wide.

(2) The building buffer zone shall include either an eighty percent (80%) sight-obscuring fence, six (6) feet tall and at forty (40) feet intervals, clusters of ornamental flowering trees and shrubs or large stature canopy trees and other small landscaping features with the plantings located between the fence and the property line; or evergreen trees at least six (6) feet in height planted ten (10) feet apart on center and not more than ten (10) feet from the property line and clusters of ornamental flowering trees and shrubs or large stature canopy trees and other small landscaping features placed at intervals of forty (40) feet.

b. Parking buffer zones.

(1) The parking buffer zone shall be no less than fifteen (15) feet wide.

(2) The parking buffer zone shall include non-deciduous shrubs, hedges or evergreen plantings at least two (2) feet in height at the time of installation and spaced or clustered in such a manner as to obscure at least eighty percent (80%) of the parking, loading or vehicular travel area. There shall be a minimum of three (3) such plantings for each ten (10) feet of linear distance and planted not more than five (5) feet from the edge of the paved surface.

(3) In addition to the evergreen materials above, there shall also be either two (2) large stature trees or four (4) ornamental flowering trees planted for each sixty (60) feet of the zone.

2. Adjacent to multi-family, business or industrial zones.

a. Building buffer zones.

(1) For each sixty (60) linear feet of the building buffer zone, a minimum of one (1) deciduous tree is required.

(2) For each seventy (70) linear feet of the building buffer zone, a minimum of one (1) ornamental flowering tree is required.

(3) For each seventy-five (75) linear feet of the building buffer zone, a minimum of three (3) shrubs or low stature evergreen bushes is required.

(4) Clustering of groups of trees and shrubs in an attractive and natural setting is encouraged.

b. Parking buffer zones.

(1) For each sixty (60) linear feet of the parking buffer zone, one (1) deciduous or one (1) ornamental flowering tree is required.

(2) For each fifty (50) linear feet of the parking buffer zone, one (1) shrub or low stature evergreen bush is required.

(3) Clustering of groups of trees and shrubs in an attractive and natural setting is encouraged.

3. Street landscaping.

a. In areas where a parking lot is adjacent to the street, the plan shall include low hedges ornamental grasses or low walls and one (1) ornamental flowering tree for every seventy-five (75) linear feet of property line. The number, size and spacing of low features and/or plantings shall be such that the parking lot shall be effectively screened from view without obstructing traffic movements from and to the lot.

b. In areas where the building is adjacent to the street, there shall be one (1) large stature deciduous tree or two (2) ornamental flowering trees for every seventy-five (75) linear feet and three (3) shrubs for every forty (40) linear feet of property line. Attractive clustering of the required plantings is encouraged.

D. Specific Standards For "I-1" And "I-2" Districts.

1. Areas adjacent to residential properties.

a. Building buffer zone.

(1) The building buffer zone shall be no less than forty (40) feet wide.

(2) The building buffer zone shall include both an eighty percent (80%) sight-obscuring fence, six (6) feet tall and evergreen trees at least six (6) feet tall at planting, spaced ten (10) feet apart on center, not less than ten (10) feet from the property line.

b. Parking buffer zones.

(1) The parking buffer zone shall be no less than twenty (20) feet wide.

(2) The parking buffer zone shall include shrubs, hedges or evergreen plantings two (2) feet in height at the time of planting placed no less than five (5) feet from the edge of the paved surface. The number of plantings shall be such that the parking lot is at least eighty percent (80%) obscured.

2. Areas adjacent to business or industrial properties.

a. Building buffer zones.

(1) For each sixty (60) linear feet of the building buffer zone, a minimum of one (1) deciduous tree is required.

(2) For each seventy (70) linear feet of the building buffer zone, a minimum of one (1) ornamental flowering tree is required.

(3) For each seventy-five (75) linear feet of the building buffer zone, a minimum of three (3) shrubs or low stature evergreen bushes is required.

(4) Clustering of groups of trees and shrubs in an attractive and natural setting is encouraged.

b. Parking buffer zones.

(1) For each sixty (60) linear feet of the parking buffer zone, one (1) deciduous or one (1) ornamental flowering tree is required.

(2) For each fifty (50) linear feet of the parking buffer zone, one (1) shrub or low stature evergreen bush is required.

(3) Clustering of groups of trees and shrubs in an attractive and natural setting is encouraged.

3. Street landscaping.

a. In areas where a parking lot is adjacent to the street, the plan shall include low hedges, ornamental grasses or low walls and one (1) ornamental flowering tree for every seventy-five (75) linear feet of property line. The number, size and spacing of low features and/or plantings shall be such that the parking lot shall be effectively screened from view without obstructing traffic movements from and to the lot.

b. In areas where the building is adjacent to the street, there shall be one (1) large stature deciduous tree or two (2) ornamental flowering trees for every seventy-five (75) linear feet and three (3) shrubs for every forty (40) linear feet of property line. Attractive clustering of the required plantings is encouraged.

SECTION 400.440: MISCELLANEOUS DESIGN STANDARDS

A. Screening Of Trash Dumpsters And Storage Containers. All trash dumpsters and storage containers shall be screened on all sides with an enclosure equal to the height of the containers. Each enclosure shall consist of solid walls and shall match the color, materials and design of the building.

B. Screening of Mechanical Equipment.

1. Exterior ground-mounted equipment shall be screened from view with a solid wall that matches the color, materials and design of the building. The height of the screen shall be no lower than the height of the unit as installed. Building-mounted equipment, including, but not limited to, vents, meters and flues, shall match or complement the permanent color of the adjacent building wall.

2. All roof top units shall be screened from view with a parapet or an architectural treatment compatible with the building architecture equal to the height of the unit as installed.

C. Maintenance.

1. Exposed walls and roofs of buildings shall be maintained in a clean, orderly and attractive condition, free of cracks, dents, punctures, breakage and other forms of visible marring. Materials that become faded, chalked or otherwise deteriorated shall be

refinished, painted or replaced. Exterior grounds including parking lots and associated pavement shall be maintained without potholes, unfilled cracks, broken sidewalks and curbing.

2. Landscape plantings shall be maintained so that the initial plantings survive. If a planting, including trees, should not survive in the first eighteen (18) months after planting, it shall be immediately replaced with a like plant. If the landscape plant is located in a buffer zone adjacent to a residential property dies, it shall be replaced in order to maintain the required buffer.

D. Materials Standards. All materials approved for use as provided herein shall be manufactured and installed in accordance with the applicable ASTM and other standards and codes adopted and accepted by the City.

E. Adoption of Administrative Guidelines. The Development Director is authorized, as he/she deems necessary, to prepare an interpretation manual and guidelines in order to augment, implement and provide further details for the carrying out of these minimum design standards.

Section 2. This ordinance shall take effect and be in full force from and after the approval.

PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021.

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Mayor

ATTEST:

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City Clerk

First Reading: 08/17/2021

Second Reading / /2021



## Board of Alderman Request for Action

**MEETING DATE:** 8/17/2021

**DEPARTMENT:** Development

**AGENDA ITEM:** Bill No. 2914-21, Amending Provisions of the International Codes

---

**RECOMMENDED ACTION:**

A motion to read Bill No. 2914-21 by title only for first reading to amend certain provisions of the building code.

**SUMMARY:**

The proposed changes would reinstate the ice dam protection to the codes and would reinstate a pool barrier height amendment made for the previous codes. Both provisions are common changes to the codes in our region, and were erroneously omitted by staff during adoption of the 2018 ICC family of codes.

**BACKGROUND:**

The Board adopted the 2018 ICC family of Codes in November of 2020. Staff has identified two errors in transcription from the old codes to the new codes it made in its presentation of that original ordinance. The proposed ordinance would reinstate changes to the codes made for our particular area in the country.

**PREVIOUS ACTION:**

Ordinance 3077-20 adopted the 2018 building codes.

**POLICY ISSUE:**

Click or tap here to enter text.

**FINANCIAL CONSIDERATIONS:**

Click or tap here to enter text.

**ATTACHMENTS:**

- |  |                                   |
|--|-----------------------------------|
| <input checked="" type="checkbox"/> Ordinance                    | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution                              | <input type="checkbox"/> Plans    |
| <input checked="" type="checkbox"/> Staff Report                 | <input type="checkbox"/> Minutes  |
| <input type="checkbox"/> Other: Click or tap here to enter text. |                                   |



**AN ORDINANCE AMENDING CERTAIN PROVISIONS OF THE 2018  
INTERNATIONAL CODES FOR BUILDINGS AND THE 2017 NATIONAL  
ELECTRICAL CODES**

**WHEREAS**, the City of Smithville adopted the 2018 *International Building, Residential, Mechanical, Plumbing, Fuel Gas, Energy Conservation Swimming Pool & Spa and Property Maintenance Codes, and the 2017 National Electrical Code* by Ordinance 3077-20 on November 2, 2020, and

**WHEREAS**, staff has identified two provisions that were not properly amended in the various codes consistent with the 2012 amendments and how the codes have been enforced; and,

**WHEREAS**, the two provisions relate to ice dam protections on roofing and the spacing of supports in a pool barrier fence; and,

**WHEREAS**, the Smithville Board of Aldermen deems it to be in the best interest of the City of Smithville to adopt said amendments,

**NOW THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE  
CITY OF SMITHVILLE, MISSOURI AS FOLLOWS:**

Section 1. That Section 500.035 – Additions, Insertions, Deletions And Changes to the International Residential Code is amended as follows:

Section 500.035.A.5. is amended to read as follows:

Table R301.2(1) shall read as follows:

Ground Snow Load	Wind Design		Seismic Design Category	Subject to Damage From			Winter Design Temp°	Ice Barrier Underlayment Requirement	Flood Hazards	Air Freezing Index	Mean Annual Temp
	Wind Speed	Topographic effects		Weathering	Frost Line Depth	Termite					
20	90	No	A	Severe	36"	Yes	6°	YES	1978 2003	1034	53.5

Section 2. That Section 500.105 - Additions, Insertions, Deletions And Changes To The International Swimming Pool And Spa Code is amended as follows:

Add a new Section 500.105.G to read:

Section 305.2.6 is amended by changing "45 inches (1143 mm)" to "32 inches (813 mm)".

Section 3. That this ordinance shall take effect and be in force from and after its approval as required by law.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the \_\_\_\_ day of \_\_\_\_\_ 2021.

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Damien Boley, Mayor

ATTEST:

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Linda Drummond, City Clerk

First Reading: 08/17/2021  
Second Reading: / /2021

	<div>STAFF</div> <div>REPORT</div>
<b>Date:</b>	August 10, 2021
<b>Prepared By:</b>	Jack Hendrix
<b>Subject:</b>	Amendments to Building Codes

Following the adoption of the 2018 ICC codes for buildings in November of 2020, staff has identified two issues that did not make it into the new code adoption. The first of the two issues relate to what is known as Ice Dam protection on residential roofs in our area. Ice Dams occur when snow on the roof melts in the area above the insulated ceilings of the home then runs down the roof until it reaches the eave area. Once it reaches the eave area, there is no longer any residual heat loss from the ceiling and the water will freeze again. As that ice builds up over time, a dam is created causing the melted snow to back up under the shingles of the house and ultimately causing damage to the roof underlayment and sheathing.

If a homeowner has weather related roof damage – hail for example – when their insurance company agrees to pay for the roof replacement, they verify what the code says exactly on the ice dam provisions. By erroneously omitting the requirement in Table 301.2(1), homes that were constructed with ice dam protection would not be able to have the roof restored to its' original condition, and it puts those homes at risk for future damage.

The second provision relates solely to the required 4-foot tall barrier around a pool. In previous versions of the code, the city amended to minimum distance between horizontal cross members of a fence from 45" to 32". The purpose of the provision is to make it more difficult for a small child to use the cross members to function as a ladder and allow them to climb the barrier. The city's original change to 32" was because there was no fence available less than 54" in height that met that standard, and the cost of the fence was approximately 20% higher. It was the opinion of staff at the time that a gap of 32" significantly met the underlying protection needed – keeping small children from climbing the barrier – and did it with a product that met the 4' barrier height requirement at a more reasonable price. During the adoption of the NEW Spa and Pool Code provisions, the change to 32" that was incorporated into the old Residential code had been omitted by staff. This change would reinstate our previous standards for the same reasons – there is still no product that meets the 45" standard without being taller than required and costing 20% more.



## Board of Alderman Request for Action

**MEETING DATE:** 8/17/2021

**DEPARTMENT:** Police

**AGENDA ITEM:** RES 950- Appointment of Prosecuting Attorney

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**REQUESTED BOARD ACTION:**

A motion to approve Resolution 950 approving the appointment of Angela Ravkin as the Prosecuting Attorney for the City of Smithville.

**SUMMARY:**

Municipal Ordinance 105.070 creates the position of Prosecuting Attorney for the City of Smithville. The Prosecuting Attorney must be a licensed Missouri attorney-at-law. This position prosecutes all actions in the Municipal Court involving violations of ordinances of the City of Smithville as well as any appeals.

This position was vacated in early May of this year.

Mayor Boley will nominate Angela Ravkin to the position of prosecutor in accordance with Section 105.070.D of the Code of Ordinances.

**PREVIOUS ACTION:**

Ms. Ravkin was appointed as the alternate prosecutor on June 4, 2019.

**POLICY OBJECTIVE:**

Click or tap here to enter text.

**FINANCIAL CONSIDERATIONS:**

Budgeted in FY '21 budget.

**ATTACHMENTS:**

- |   |                                   |
|---|-----------------------------------|
| <input type="checkbox"/> Ordinance                | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution    | <input type="checkbox"/> Plans    |
| <input type="checkbox"/> Staff Report             | <input type="checkbox"/> Minutes  |
| <input checked="" type="checkbox"/> Other: Resume |                                   |

## **RESOLUTION 950**

### **A RESOLUTION APPOINTING ANGELA RAVKIN AS PROSECUTING ATTORNEY.**

**WHEREAS**, there is currently a vacancy in the position of Prosecuting Attorney;

**WHEREAS**, Angela Ravkin has served as the Alternate Prosecuting Attorney since June 4, 2019;

**WHEREAS**, the Mayor will nominate Angela Ravkin for the position of Alternate Prosecutor in accordance with Section 105.070.D of the Code of Ordinances;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI:**

**THAT** Angela Ravin is hereby appointed as Prosecuting Attorney.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 17<sup>th</sup> day of August 2021.

---

Damien Boley, Mayor

ATTEST:

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Linda Drummond, City Clerk

# Angela K. Ravkin

5127 Walnut Street Kansas City, Missouri 64112 • (402) 250-1175 • [Angela.Ravkin@claycopa.com](mailto:Angela.Ravkin@claycopa.com)

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## LICENSES AND ORGANIZATIONS

**Admitted to the Missouri Bar**, September 2011

Kansas City Missouri Bar Association, November 2011

Association for Women Lawyers of Greater Kansas City, November 2011

Clay County Bar Association, March 2012

## EDUCATION

**Creighton University School of Law**, Omaha, Nebraska

*Juris Doctor*, May 2011

CALI Excellence for the Future Award, Defense of Criminal Cases, Spring 2011

Business Law Society

Law School Ambassadors

**Rockhurst University**, Kansas City, Missouri

*Bachelor of Arts*, Political Science and Psychology, May 2008

Orientation Leader/Coordinator/Mentor

Dean's List, Spring 2007

## EXPERIENCE

**Clay County Prosecutor's Office**, Liberty, Missouri

March 2012-Present

*Assistant Prosecuting Attorney II*

Prosecute misdemeanor and felony violations of state and local law in both Associate and Circuit Court. Review police reports to determine criminal charges. Negotiate plea agreements with opposing counsel with a focus on the interest of justice, state law, office policy and concerns of the victim. Appear in Circuit and Associate Court for substantive hearings on motions for bond modification, suppression of evidence, probation violations, sentencing hearings, post-conviction relief actions, preliminary hearings and docket calls. Prepare criminal charges and present cases for consideration by the Grand Jury. Conduct jury trials and bench trials for criminal cases.

**Baker Sterchi Cowden & Rice**, Kansas City, Missouri

January 2012- March 2012

*Project Associate Attorney*

Review and code documents on a pending lawsuit.

**Koley Jessen, P.C.**, Omaha, Nebraska

December 2011

*Project Associate Attorney*

Review and code documents on a due diligence project involving a potential merger between two publicly traded companies.

**Wendt Goss, P.C.**, Kansas City, Missouri

August, 2011-December 2011

*Law Clerk*

Assist attorneys with coordinating two mass tort cases as well as assist with general clerical work.

*Law Clerk*

Summer 2009

Assisted in preparing a continuing legal education presentation. Reviewed clients' medical records and prepared settlement demand letters to insurance companies. Prepared for and participated in mediations. Researched a variety of legal topics to assist attorneys with preparing briefs and pleadings.

*Summer Intern*

Summer 2008

Worked closely with two attorneys in organizing and setting up new office. Opened, updated and closed client files. Organized and edited pleadings and discovery documents for clients. Performed research and investigation for cases. Obtained necessary documents for attorneys such as police reports and medical records. Assisted attorneys at client meetings.

**Milton R. Abrahams Legal Clinic**, Creighton University

Spring 2011

*Senior-Certified Student Attorney*

Assisted supervising attorney in evaluating and preparing civil cases for low-income residents of Douglas County, Nebraska. Made several appearances in Circuit Court in divorce, guardianship, custody and landlord/tenant proceedings. Met with prospective clients to discuss and evaluate possible legal claims. Prepared motions and legal briefs for court filing.

**Jackson County Prosecutor's Office**, Kansas City, Missouri

Summers 2010 and 2011

*Rule 13 Certified Intern*

Served as lead trial counsel in a judge tried misdemeanor driving with a revoked license case. Acted as 2<sup>nd</sup> chair in a first degree murder jury trial and second degree trafficking of a controlled substance. Assisted attorneys with voir dire in three additional jury trials. Appeared weekly in Circuit Court and argued for appropriate dispositions in criminal probation violation cases. Drafted responses to requests for discovery and motions to reduce bond, motions to suppress and post convictions motions. Conducted legal research on a number of trial-related topics.



## Board of Alderman Request for Action

**MEETING DATE:** 8/17/2021

**DEPARTMENT:** Finance/Administration

**AGENDA ITEM:** Resolution 951, Renewal of AT&T Internet Services Contract

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**REQUESTED BOARD ACTION:**

Motion to approve Resolution 951, renewing a contract with AT&T for provision of internet services.

**SUMMARY:**

AT&T has presented a service order renewal to the City for the provision of internet services. The renewal provides services for a term of three years (36 months as noted in the contract). The opportunity to renew with AT&T is expected to add performance enhancements to the City's network while also lowering overall cost of service. The renewal presents an opportunity to lower the City's total monthly cost from \$3,274.63 per month to \$2,511.15 per month (a difference of \$698.48 per month), resulting in annual savings of \$8,381.

AT&T and staff have worked together to present the following network improvements and changes in the renewal:

- The addition of 6 cradlePoints (for 6 City campus sites) to provide automatic fail-over/back up internet service in the case of an outage. In the case of an incident with a fiber line or other outage, the City's network will fail over to the cradlepoint routers via a wireless connection. There will be a 1-time cost of \$875 to purchase the 6 cradlepoint routers (after applied promotional credits of \$2,450). Service for each cradlepoint router at each site is \$45.50 per month.
- Increased speeds from 100M fiber to 200M fiber and higher access speeds at City Hall. Increased access speeds at all other City campus sites resulting in better network performance and bandwidth.
- Removal of U-Verse TV Services at the Senior Center which results in savings of \$65 per month. Internet and phone services will still be in the service agreement.
- Removal of direct broadband connection at Bob Lemley's Office. Staff is working with Avid on a site design to house a LAN Bridge from the Water Treatment Plant dedicated fiber connection to provide for internet access to Bob's Office. This saves additional money each month.



During the renewal discussions with AT&T, staff noted instances of the inability to live stream athletic events at Heritage Park with slow performance or glitching in the live stream. Staff initially looked at adding a dedicated fiber connection for Heritage Park to provide increased speeds. However, after having conversations with Dan Bounds, the City's contracted IT assistance, it was noted that this capability will take some bandwidth from City Hall (since it is a live stream site always streaming) which caused some concern. Staff will continue to look at a solution for Heritage Park in increasing performance without compromising the speed of the City network.

**PREVIOUS ACTION:**

The Board first approved an agreement with AT&T April 3, 2018.

**POLICY OBJECTIVE:**

Click or tap here to enter text.

**FINANCIAL CONSIDERATIONS:**

Click or tap here to enter text.

**ATTACHMENTS:**

- ☐ Ordinance
- ☒ Resolution
- ☐ Staff Report
- ☐ Other:

- ☒ Contract
- ☐ Plans
- ☐ Minutes

## RESOLUTION 951

### **A RESOLUTION RENEWING A CONTRACT WITH AT&T FOR INTERNET SERVICES.**

**WHEREAS**, the City previously award a contract to AT&T for the provision of Internet Service over a three-year period; and,

**WHEREAS**, AT&T has provided satisfactory Internet Service over the three-year period and has presented a renewal for Internet Service with improved network performance and network failover at a lower annual cost;

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI:**

**THAT** a contract is hereby awarded to AT&T and the Mayor is hereby authorized to execute a three-year agreement in an amount not to exceed \$31,140 per year.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 17<sup>th</sup> day of August 2021.

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Damien Boley, Mayor

ATTEST:

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Linda Drummond, City Clerk

## Revised 8.10.2021 - Proposal for a Dedicated Fiber upgrade and Multi-site Private network with Cellular fail-over

Presented to City of Smithville by AT&T

Stephen Larson,  
City Clerk Linda Drummond  
107 W Main St  
Smithville, MO 64089  
[slarson@smithvillemo.org](mailto:slarson@smithvillemo.org)  
[ldrummond@smithvillemo.org](mailto:ldrummond@smithvillemo.org)  
Office: 816-532-3897

Andria Kenslow, CLIENT SOLUTIONS EXECUTIVE  
2121 E 63RD ST @ BLDG C  
KANSAS CITY, MO 64130, USA  
[ah7342@att.com](mailto:ah7342@att.com)  
Office: 913.602.2915

August 2, 2021

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affiliated companies, except to the extent required by law and insofar as is reasonably necessary in order to review and evaluate the information contained herein.

## Solution

We've assessed your information and developed a Multi-Site Private Network solution that addresses your business needs. The solution includes the following components:

- **AT&T Switched Ethernet on Demand (ASEoD)**—a transport service that transmits Ethernet traffic among multiple locations and uses AT&T Network on Demand to provision and scale bandwidth and other network services. AT&T Switched Ethernet on Demand (ASEoD) provides user-friendly, web-based network configuration and management and simplified contracting for most network services.

The AT&T solution for your WAN connectivity proposed below includes AT&T Switched Ethernet Service<sup>SM</sup> with Network on Demand (ASE NoD) connections at each location listed below.

The solution gives you the following features:

- **Dynamic Bandwidth Speeds of 2 Mbps to 100 Gbps**—are available and include four physical port speeds and multiple logical channel Committed Information Rates (CIRs). This feature helps you satisfy your networking needs and lets you easily increase speed and capacity in the future. So, instead of losing time because of slow network response, you can help ensure that vital information is available when and where you need it.
- **Any-to-Any Connections**—enables you, via Ethernet Virtual Connections (EVCs), to configure any port so that it connects to any other port in your network. As a result, a single Ethernet connection can provide your locations with access to various remote resources, such as virtual connections to primary and backup data hosts.
- **A Self-Service Portal**—provides an intuitive, user-friendly interface that enables easy, near-real-time provisioning, network scaling and management. The portal lets you add sites, deploy or change services, and scale bandwidth to meet changing demands. As a result, you can quickly and easily optimize your infrastructure and focus on your core business instead of handling time-consuming IT tasks.
- **Flexible Configurations**—let you link your locations via a virtual LAN or establish virtual private lines from remote locations to a main data center. We offer three configurations: Point-to-Point (between two ports), Point-to-Multipoint (hub-and-spoke design: virtual connections to remote sites), or Multipoint-to-Multipoint (three or more ports: any-to-any connectivity). These options enable you to adjust and scale your virtual connectivity arrangement to accommodate additional sites and networking requirements. As a result, your network and operations can more quickly and easily keep up with changes in your business.

Current Spend Vs. New Spend proposal includes upgrade from 100M to 200M Fiber at City Hall, 10M/10M Fiber 4 additional sites. **\$0.00 Installation Fees, \$0.00 Non-recurring Fees**

\*36 Month Term pricing Note: MRC = monthly recurring charge

\*24 Month Term pricing on FirstNet Unlimited Data for Cradle Point devices

Current Spend:	
Description of Existing Service	Monthly Totals
<b>100M/100M</b> Dedicated Fiber Internet Account # 831-000-7896 214	<b>\$868.35</b>
<b>10M/10M</b> Dedicated Fiber Connections - 4 Sites Account # 831-000-7885 011	<b>\$1,869.28</b>
1 Analog Line - 1 Helvy Park # 816 532-8331 537 @ \$194 Broadband Internet - 1 Helvy Park # 311916204 @ \$70	<b>\$264.00</b>
Broadband Internet, 1 Phone line, Uverse TV Senior Center # 132860479	<b>\$208.00</b>
<b>Existing Spend Per Month</b>	<b>\$3,209.63</b>

Newly Proposed:					
Address	Access	CIR	Split	Internet Offload	MRC
107 W Main St	1 Gbps	250 Mbps	200/50	Y	\$775.00
2 Helvy Park Dr	100 Mbps	10 Mbps	N/A	N	\$325.00
1 Helvy Park Dr	100 Mbps	10 Mbps	N/A	N	\$325.00
16401 Lowman Rd	100 Mbps	10 Mbps	N/A	N	\$325.00
1610 DD Hwy	100 Mbps	10 Mbps	N/A	N	\$325.00
<b>FirstNet Unlimited Data- Cradle Point- Model CBA850</b> *Includes AccessMyLan, Automatic Fail-over/Back up, 5 Total Sites @ \$45.50 per month					\$227.50
1 Analog Line Renewed 12 Month Term - 1 Helvy Park # 816 532-8331 537					\$65.65
Senior Center - Broadband Internet, 1 Phone Line, <i>Removing Uverse TV</i>					\$143.00
<b>Newly Spend per Month</b>					<b>\$2,511.15</b>
<b>Savings Per Month</b>					<b>\$698.48</b>

## Solution Pricing Cradle Point Device - One Time charges and credits

One Time Pricing Summary			
Description	Quantity	Unit Value	Totals
Cradle Point- CBA850	5	\$554.25	\$2,771.25
<b>Total Equipment Pricing</b>			<b>\$2,771.25</b>
Credit and Promotion Summary			
Description	Quantity	Unit Value	Total
One-Time Promotional Data Device Activation Credit	5	\$75.00	\$375.00
One-Time Courtesy Credit for device charges *Applied within 3-4 billing cycles	N/A	N/A	\$2,000.00
<b>Total Credits applied</b>			<b>\$2,375.00</b>

The diagram illustrates a network architecture for software updates. On the left, a 'Software Update Point' (represented by a building icon) is connected to a 'Cradlepoint' router. The Cradlepoint router is connected to the 'Public Internet' cloud. The Public Internet cloud is connected to the 'ASEoD Cloud Layer 2' cloud. The ASEoD Cloud Layer 2 cloud is connected to two 'FirstNet Network' towers. These towers are connected to an 'AccessMyLAN Cloud' cloud. The AccessMyLAN Cloud is connected to four buildings: '107 W Main St', '2 Helvy Park Dr', '1 Helvy Park Dr', and '16401 Lowman Rd'. The connection speeds are as follows: 200 Mbps from the Public Internet to the ASEoD Cloud Layer 2; 50 Mbps from the Cradlepoint router to the ASEoD Cloud Layer 2; 10 Mbps from the ASEoD Cloud Layer 2 to each of the four buildings; and 10 Mbps from each of the two FirstNet Network towers to the AccessMyLAN Cloud.



- **Traffic prioritization** – Five Classes of Service (CoS)
- **Bandwidth Assurance** – (Committed Information Rate) from 2 Mbps up to 100 Gbps
- **Point-to-point connections** – Ethernet Private Line (EPL/EVPL) between 2 locations
- **3 or more locations** – Virtual Private LAN Service (VPLS) for any-to-any connectivity

An Ethernet port is provisioned at each site via the AT&T while using a highly secure Ethernet Virtual Connections (EVCs) to enable Virtual Private Networks (VPNs)

- **Fast click-through ordering** and contracting
- **Scaling bandwidth** in minutes
- **Adding or changing** network services in near real time
- **Provisioning new ports** quickly, often in days or less compared to weeks

## AT&T Advantages

AT&T gives you the following advantages:

- **Reliability and Performance**—AT&T invests significantly to upgrade our network for reliability, speed, performance, and disaster readiness so that we can enable tomorrow's capabilities. To help ensure that our network can support our services and provide an optimal experience, we collect billions of measurements across our network every hour. We analyze this data in real time and adjust the network to improve performance.
- **Government Experience**—We provide services to many state and local governments, which gives us a better understanding of your unique needs. We have thousands of employees who support Public Sector entities and know what it takes to manage government networks and infrastructure.

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You've seen from our proposal that we understand your objectives and have the expertise and resources to support team. We look forward to working with you to implement the Multi-Site Private Network solution and help you achieve your business goals.





## Board of Alderman Request for Action

**MEETING DATE:** 8/17/2021

**DEPARTMENT:** Finance/Administration

**AGENDA ITEM:** Resolution 952, Renewal of Avid Communications (VoIP) Agreement

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**REQUESTED BOARD ACTION:**

Motion to approve Resolution 952, Renewal of Avid Communications (VoIP) Agreement

**SUMMARY:**

Avid Communications has presented a service order renewal to the City for the provision of VoIP (Voice Over Internet Protocol) services. The renewal provides for a three-year agreement. The opportunity to renew is expected to lower the City's total monthly cost from \$1,298 each month to about \$957 each month. These changes include removal of monthly lease charges as the City now owns this equipment. This results in monthly savings of about \$340, or nearly \$4,080 on an annual basis.

**PREVIOUS ACTION:**

The Board first approved an agreement with Avid Communications June 19, 2018.

**POLICY OBJECTIVE:**

Click or tap here to enter text.

**FINANCIAL CONSIDERATIONS:**

Click or tap here to enter text.

**ATTACHMENTS:**

- ☐ Ordinance
- ☒ Resolution
- ☐ Staff Report
- ☐ Other:

- ☒ Contract
- ☐ Plans
- ☐ Minutes

## **RESOLUTION 952**

### **A RESOLUTION AWARDING A CONTRACT TO AVID COMMUNICATIONS FOR VOICE OVER INTERNET PROTOCOL SERVICES**

**WHEREAS**, the City previously awarded a contract to Avid Communications for the provision of Voice Over Internet Protocol (VoIP) Services over a three-year period; and,

**WHEREAS**, Avid Communications has provided satisfactory service over the three-year period and has presented a renewal for Voice Over Internet Protocol Services at a lower annual cost;

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI:**

**THAT** a contract is hereby award to Avid Communications and the Mayor is hereby authorized to execute a three-year agreement in an amount not to exceed \$11,490 per year.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 17<sup>th</sup> day of August 2021.

---

Damien Boley, Mayor

ATTEST:

---

Linda Drummond, City Clerk



## Monthly Recurring Charges

Item	Memo	Unit Price	Quantity	Total
Feature Package		\$5.00	4	\$20.00
Analog Line Type 20		\$20.00	3	\$60.00
Account Administration		\$50.00	4	\$200.00
Virtual DID		\$5.00	1	\$5.00
FAX server line		\$5.00	1	\$5.00
Per User		\$10.00	16	\$160.00
Per User		\$10.00	16	\$160.00
Unifi Access Point AC Pro Rental		\$15.00	5	\$75.00
AvidFirewall NG Tier 1/60/61E		\$150.00	1	\$150.00
48-port Gig POE Ethernet switch		\$50.00	2	\$100.00
<b>PreTax Monthly Charges Total</b>				<b>\$935.00</b>
<b>Estimated Taxes</b>				<b>\$22.50</b>
<b>Monthly Charges Total</b>				<b>\$957.50</b>

## One-Time Charges

Item	Memo	Promo	Unit Price	Quantity	Total
KIRK KWS400 base station			\$1.00	2	\$2.00
KIRK Butterfly handset purchase			\$1.00	2	\$2.00
Mitel M685 expansion module			\$1.00	1	\$1.00
Mitel 6869i purchase			\$1.00	31	\$31.00
<b>One-Time Charges Total</b>					<b>\$36.00</b>
<b>Estimated Taxes</b>					<b>\$0.00</b>
<b>One-Time Charges Total</b>					<b>\$36.00</b>



Customer selects services listed on this page

Customer Approval:

Signature

Printed Name

Date

Avid Approval:

Signature

Printed Name

Date

This Service Order executed under and incorporates terms of the Master Service Agreement (MSA) as if MSA fully set forth herein. Services listed above provided under 3-year agreement beginning on the installation date.

Please Note: This proposal is valid for 30 days. 50% of one-time charges due upon signing and the rest at installation.

Smithville MO 64089

Service Location  
107 W Main St

Questions on this proposal? Contact: Nikki Fisher (816) 994-7065 nfisher@avidphone.com



## Board of Alderman Request for Action

**MEETING DATE:** 8/17/2021

**DEPARTMENT:** Development

**AGENDA ITEM:** Resoluiton 953, Final Plat Kylee Acres

---

**RECOMMENDED ACTION:**

A motion to approve Resolution 953 – Final Plat Kylee Acres.

**SUMMARY:**

The Final Plat would create 2 lots on 63 acres at 2000 NE 132<sup>nd</sup> Street.

**BACKGROUND:**

The land involved was subject to previous considerations for development that did not get approval so the owner revisited the land and sought to divide off another 10 acre parcel, which required a subdivision application. The two lots both meet the zoning and subdivision requirements of A-1 land. This subdivision is subject to paying a \$625 fee in lieu of dedication of Parks and Open Space for each lot. The total amount of \$1,250 is to be paid into the Parks Capital Fund for improvements to parks prior to recording the Final Plat.

**PREVIOUS ACTION:**

none.

**POLICY ISSUE:**

The Comprehensive Plan calls for residential development in the area involved.

**FINANCIAL CONSIDERATIONS:**

None.

**ATTACHMENTS:**

- ☐ Ordinance
- ☒ Resolution
- ☒ Staff Report
- ☐ Other:

- ☐ Contract
- ☒ Plans
- ☐ Minutes

## **RESOLUTION 953**

### **A RESOLUTION APPROVING A FINAL PLAT FOR KYLEE ACRES SUBDIVISION**

**WHEREAS**, the applicant submitted a request to subdivide his 63-acre parcel into two lots, one 10 acres and the remaining 53 acres as the other lot on land at 2000 NE 132<sup>nd</sup> Street, and;

**WHEREAS**, the Planning Commission held a public hearing concerning the subdivision on June 8, 2021, and;

**WHEREAS**, the Planning Commission, took up the vote on the subdivision at its' August 10, 2021 meeting and, recommended approval of the subdivision in accordance with the staff report recommended conditions, and;

**WHEREAS**, the subdivision of land complies with the Comprehensive Plan.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF ALDERMEN OF  
THE CITY OF SMITHVILLE, MISSOURI, AS FOLLOWS:**

**THAT THE FINAL PLAT OF KYLEE ACRES IS APPROVED WITH THE  
CONDITION THAT THE APPLICANT COMPLY WITH THE PARK FEE  
REQUIREMENTS ARE MET PRIOR TO RECORDING THE PLAT.**

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 17<sup>th</sup> day of August 2021.

---

Damien Boley, Mayor

ATTEST:

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Linda Drummond, City Clerk



June 2, 2021  
Clay County Parcel Id # 09-304-00-01-007.05

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Application for a Plat Approval – Kylee Acres Final Plat – 2 lots

Code Sections:

425.285.A.4

Single Phase Final Plat Approval

Property Information:

Address: 2000 NE 132<sup>nd</sup> St.

Owner: Eric Dunham

Current Zoning: A-1

Public Notice Dates:

1st Publication in Newspaper: May 20, 2021

Letters to Property Owners w/in 185': May 21, 2021

Public Hearing Date: June 8, 2021.

GENERAL DESCRIPTION:

*This item had it's public hearing at the June 2021 Commission meeting, with no comments from the public or the applicant. The vote was postponed to a later meeting to address certain invoicing issues.*

The property is approximately a 63-acre parcel with a single-family home. The proposal is to divide 10 acres from the southeast corner of the lot (abutting 132<sup>nd</sup> St.) and leave approximately 53 acres and the existing home. The proposed subdivision would leave two lots of not less than 10 acres and not less than 300' of road frontage in compliance with the zoning and subdivision codes.

**GUIDELINES FOR REVIEW – SINGLE PHASE SUBDIVISION FINAL PLATS** See 425.285.A.4

The Planning Commission shall consider the following criteria in making a recommendation on the plat:

- a. The plat conforms to these regulations and the applicable provisions of the Zoning Ordinance and other land use regulations. ***Yes, the layout complies with zoning and subdivision requirements.***
- b. The plat represents an overall development pattern that is consistent with the goals and policies of the Comprehensive Plan. ***The Development pattern is similar to the existing zoning on the property.***
- c. The development shall be laid out in such a way as to result in:
  - (1) Good natural surface drainage to a storm sewer or a natural watercourse. ***The property is naturally suited for development on the 10 acres.***
  - (2) A minimum amount of grading on both cut or fill and preservation of good trees and other desirable natural growth. **No significant grading is needed for one home and outbuildings.**
  - (3) A good grade relationship with the abutting streets, preferably somewhat above the street. ***Each lot will have access to 132<sup>nd</sup> St.***
  - (4) Adequate lot width for the type or size of dwellings contemplated, including adequate side yards for light, air, access and privacy. ***Yes.***
  - (5) Adequate lot depth for outdoor living space. ***Yes.***
  - (6) Generally regular lot shapes, avoiding acute angles. ***Yes.***
  - (7) Adequate building lots that avoid excessive grading, footings or foundation walls. ***Yes.***
- d. The plat contains lot and land subdivision layout that is consistent with good land planning and site engineering design principles. ***Yes.***
- e. The location, spacing and design of proposed streets, curb cuts and intersections are consistent with good traffic engineering design principles. ***There are no new roadways as the existing lots are on existing blacktop.***
- f. The plat is served or will be served at the time of development with all necessary public utilities and facilities, including, but not limited to, water, sewer, gas, electric and telephone service, schools, parks, recreation and open space and libraries. ***Yes, the development will be for septic sewers on all lots, and all utilities are available at the street frontage.***
- g. The plat shall comply with the stormwater regulations of the City and all applicable storm drainage and floodplain regulations to ensure the public health and safety of future residents of the subdivision and upstream and downstream properties and residents. The Commission shall expressly find that the amount of off-site stormwater runoff after development will be no greater than the amount of off-site stormwater runoff before development. ***The proposed development meets this standard.***
- h. Each lot in the plat of a residential development has adequate and safe access to/from a local street. ***N/A***

*Yes.*

*Annexed.*

I. All applicable submission requirements have been satisfied in a timely manner.  
*Yes.*

Staff recommends APPROVAL of the proposed Final Plat based upon adherence to the conditions contained in this report.

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Director of Development

FINAL PLAT  
KYLEE ACRES

A MINOR SUBDIVISION IN THE NE 1/4 SECTION 12  
T-52N; R-33W, SMITHVILLE, CLAY COUNTY, MISSOURI

LEGAL DESCRIPTION:

Commencing at the Center of Section 12, Township 52 North, Range 33 West, Smithville, Clay County, Missouri; thence with the South line of the Northeast Quarter of said Section, South 89 degrees 40 minutes 56 seconds East, 169.39 feet; thence departing from said line North 00 degrees 01 minutes 50 seconds East, 50.00 feet to the Point of Beginning; thence continuing along said line North 00 degrees 01 minutes 50 seconds East, 1266.90 feet; thence departing from said line, North 89 degrees 46 minutes 04 seconds West, 169.14 feet; thence North 00 degrees 02 minutes 28 seconds East, 1316.64 feet; thence South 89 degrees 50 minutes 36 seconds East, 1317.82 feet; thence South 00 degrees 15 minutes 17 seconds West, 1675.34 feet; thence North 89 degrees 40 minutes 56 seconds West, 660.98 feet to the point of beginning.

The above described tract of land contains 63.00 acres, more or less, and is subject to all recorded and unrecorded easements, restrictions, and right-of-ways.

SURVEYOR'S CERTIFICATION:

I HEREBY CERTIFY that we have performed a survey and prepared the accompanying plat of the premises described hereon which meets or exceeds the current Missouri Standards for Property Boundary Surveys, 10 CSR 30-2 and 20 CSR 2030-16, and that the results of said survey are represented on this plat to the best of my professional knowledge and belief.

WITNESS hand and seal this Twenty-sixth (26th) day of April, 2021.

Richard L. Mattson  
Missouri P.L.S. 2674

SURVEYOR'S NOTES:

- Except as specifically stated or shown on this plat, this survey does not purport to reflect any of the following which may be applicable to the subject real estate: easements, other than possible easements that were visible at the time of making of this survey; building setback lines; restrictive covenants; subdivision restrictions; zoning or other land-use regulations; and any other facts that an accurate and current title search may disclose.
- Declaration is made to original purchaser of the survey. It is not transferable to additional institutions or subsequent owners.
- Survey is valid only if print has original seal and signature of surveyor.
- Every document of record reviewed and considered as a part of this survey is noted hereon. Only the documents noted hereon were supplied the surveyor. No abstract of title, nor title commitment, nor results of title searches were furnished the surveyor. There may exist other documents of record that would affect this parcel.
- Surveyor has made no investigation or independent search for easements of record, encumbrances, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose.
- The word "certify" or "certificate" as shown and used hereon means an expression of professional opinion regarding the facts of the survey and does not constitute a warranty or guarantee, expressed or implied.
- The South line of the Northeast Quarter of Section 12, Township 52 North, Range 33 West, Clay County, Missouri, bears North 89 degrees 40 minutes 56 seconds West for this survey.

PLAT DEDICATION:

The undersigned owners of the property described herein have caused the same to be subdivided as shown on this plat and said property shall hereafter be known as:

"KYLEE ACRES"

IN TESTIMONY WHEREOF:

The undersigned owners have hereunto set her hands as follows:

Eric W. Dunham

STATE OF MISSOURI

COUNTY OF \_\_\_\_\_ } SS;

On this \_\_\_\_\_ day of \_\_\_\_\_, 2021, before me personally appeared Eric W. Dunham, to me known to be the persons described in and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.

In Testimony Whereof, I have hereunto set my hand and affixed my official seal at my office in \_\_\_\_\_ the day and year first above written.

Notary Public

My Commission Expires: \_\_\_\_\_

PLANNING COMMISSION:

The final plat of Kylee Acres was submitted to and approved by the Smithville Planning and Zoning Commission on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Chairman  
(SEAL)

Secretary  
(SEAL)

BOARD OF ALDERMEN:

This final plat approved by the Board of Aldermen of Smithville, Missouri, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Mayor  
(SEAL)

ATTEST: City Clerk

RECORDER OF DEEDS:

Entered on transfer record this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

County Recorder

LANDOWNER/DEVELOPER:  
Eric Dunham  
12650 N. Virginia Ave.  
Kansas City, MO 64165

PREPARED BY:  
Richard L. Mattson,  
MO PLS 2674  
Midland Surveying, Inc.  
4784 Frederick Blvd.  
St. Joseph, MO 64506

PREPARED FOR:  
ERIC DUNHAM  
SECTION 12, T-52N; R-33W  
SMITHVILLE, CLAY COUNTY, MISSOURI



Midland Surveying, Inc.  
Missouri State Certificate of Authority #000120

LAND SURVEYORS - PLANNERS  
4784 Frederick Blvd, St. Joseph, MO 64506  
ph. (816) 233-7900 fax (816) 233-4852  
501 North Market, Maryville, MO 64468  
ph. (660) 582-8633 fax (660) 582-7173

FILE: DUNHAM_SUB	DATE: APRIL 26, 2021	SCALE: 1" = 200'	REVISED:	SHEET NO. 1 OF 1
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## Board of Alderman Request for Action

**MEETING DATE:** 8/17/2021

**DEPARTMENT:** Public Works

**AGENDA ITEM:** Approve Resolution 954 - Change order to the Downtown Streetscape Phase II - East Project 21-05 in an amount not to exceed \$251,486.90.

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**RECOMMENDED ACTION:**

Approve Resolution 954, approving a change order to the Downtown Streetscape project – Phase II.

**SUMMARY:**

On Thursday, January 21, 2021 the City received Bids for Phase II of the Downtown Streetscape project. The Project includes construction of approximately 10,200 square yards of asphalt street replacement, 650 linear feet of concrete curb and gutter, 1,200 square yards of concrete sidewalk, 120 square yards of brick sidewalk, 15 streetlights with base, traffic signs, landscaping, concrete alley, post-tension concrete basketball court and all associated appurtenances. The project begins on the East side of the intersection at Main and Commercial Streets and extends to Liberty Road. Main Street will be overlaid through Meadow Street.

Base Bid	\$734,431.71
Alt. 1 – Alley	\$82,580.18
Alt. 2 – Basketball Court	\$99,859.40

TOTAL	\$ 916,871.29
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Attached is a memo describing a proposed Change Order to the project scope that will improve the overall project in terms of appearance, safety, drainage, and usage of the project.

**PREVIOUS ACTION:**

February 2, 2021 Phase II Bid Awarded to Sands Construction.

September 15, 2020 Board added alley reconstruction to the project.

January 20, 2020 Board passed Resolution 761, authorizing the design of the basketball court.

Downtown Streetscape phase I completed April 4, 2019/

**POLICY ISSUE:**

Maintaining infrastructure and promoting Downtown

**FINANCIAL CONSIDERATIONS:**

This project is included in the 2021 CIP budget. A budget amendment will be presented for Board consideration.

**ATTACHMENTS:**

- |   |                                   |
|---|-----------------------------------|
| <input type="checkbox"/> Ordinance                    | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution        | <input type="checkbox"/> Plans    |
| <input type="checkbox"/> Staff Report                 | <input type="checkbox"/> Minutes  |
| <input checked="" type="checkbox"/> Other: Staff Memo |                                   |

## **RESOLUTION 954**

### **A RESOLUTION APPROVING A CHANGE ORDER TO THE DOWNTOWN STREETScape PHASE II – EAST PROJECT 21-05 FOR AN AMOUNT NOT TO EXCEED \$251,486.90**

**WHEREAS**, on February 2, 2021 the Board approved Resolution 874 awarding the Downtown Streetscape Phase II -East Project to Sands Construction; and

**WHEREAS**, several changes and adjustments had to be made to the project due to unknown issues and to better tie the project into existing infrastructure; and

**WHEREAS**, the project is nearing completion and the changes amount to \$251,486.90.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI:**

**THAT** the Change Order in an amount not to exceed \$251,486.90 is approved.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, this 17<sup>th</sup> day of August, 2021.

---

Damien Boley, Mayor

ATTEST:

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Linda Drummond, City Clerk

To : Cynthia Wagner

Re: Change Order – Downtown Streetscape Project

The Streetscape Project on the North side of Main Street begins at Commercial St and extends to Liberty Rd where the sidewalk on the northside meets up with the Main Street Trail. Sidewalks, driveways and lighting are being constructed. The Project has made significant progress over the last couple weeks. The contractor will be planting the trees and sod next week (they will be responsible to water ), finish several miscellaneous items and begin looking at the milling and overlay, but first some additional work not included in the plans needs to be completed.

On the South side of Main Street this project ends at Smith Street. The south side of Main Street from Smith St east across from the entrance to Heritage Park has gutters that do not drain, inadequate stormwater inlets, and the overall condition of the sidewalk is not in good condition. the sidewalk just east of Smith Street is about to collapse due to erosion of the drainage ditch. This drainage ditch is also going to compromise Smith Street in the near future.

The finishing touch on the Streetscape project is to mill and overlay Main Street. The face of the gutter on the south side is very irregular and while the overlay can tie into the existing gutter it will not look like a good finished product.

Sands Construction was asked to provide a proposal to straighten the drainage channel along Smith Street so that it aligns better with the box culvert under Main St and is maintainable (mowable). The proposal also includes replacing the curb and gutter and sidewalk on Main St from Smith Street south to 313 E. Main St including adding inlets to drain the area. The proposal cost is \$166,186.90.

Additionally, the drainage ditch from Main St to the river does not drain properly, in fact the elevation at the north end is higher than at the south end. We have asked Menke excavation for a cost to regrade the ditch and reinstall the pedestrian crossing to Heritage Park. The regrading will also make this area mowable. The cost for this work is \$17,300.00

Finally, Eric Craig is purchasing 104 N. Bridge Street and will provide the easements needed for the alley reconstruction. Mr. Craig would like to redo the parking area behind their offices as they can get water into the office from the back door. The alley work and parking area need to be completed together to achieve proper drainage. The additional cost for the parking area is \$20,000. Mr Craig has requested that this cost be shared with the City since he is providing the Right-of-Way and easements to complete the work. The alley work was budgeted at \$100,000 from the Parks and Storm Water Sales tax the Bid for the ally was \$82,580. The City could participate 50% or \$10,000.

The Streetscape light on the north side of Main St. at Fairway Ave broke and fell over destroying the pole and fixture. There was no indication of anything hitting the pole, but it is thought that there may have been a weak area in the base and with the wind, large globe and banners over time the base snapped. We asked Sands to provide a cost for replacing this pole and providing a spare (lead time is 14 weeks) the cost is \$16,000.

On the West side of the Basketball Court stormwater will pond. It is proposed to remove the asphalt pathway and replace and grade the area to drain away, the cost is \$17,000



The proposed railing for the RCB on the north side of Main Street only included a railing along the top of the RCB. There is a pretty significant drop off approximately 20 feet east and west of the RCB that is covered with riprap. The concern is if someone is not paying attention or a child is riding a bike (for example) and step off the edge of the sidewalk, there is no room to catch oneself from falling into the ditch. It is recommended that the railing be extended this entire length. The additional cost for the railing is \$15,000.



Along Main Street – Bank erosion under sidewalk

Standing water on south side of Main Street







Irregular gutter along South side of Main St



Proposed new sidewalk around Basket Ball Court . this will allow the backfill to be tapered to provide better drainage.





Install additional railing to keep people from falling onto the riprap .

#### Summary:

Straighten drainage channel along Smith Street	\$166,186.90
Cleanout drainage way North of RCB (Menke)	\$ 17,300.00
Parking Area (1/2 paid by adjacent owner)	\$ 20,000.00
Street Light	\$ 16,000.00
Basket Ball Court sidewalk / grading	\$ 17,000.00
Additional Railing at RCB	<u>\$ 15,000.00</u>
Total C.O.	\$251,486.90



## Board of Alderman Request for Action

**MEETING DATE:** 8/17/2021

**DEPARTMENT:** Finance/Administration

**AGENDA ITEM:** Resolution 955, Disbursement of ARPA Funds from State of Missouri

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**REQUESTED BOARD ACTION:**

Motion to approve Resolution 955, Disbursement of ARPA Funds from State of Missouri

**SUMMARY:**

Congress passed (and the President signed) the American Rescue Plan Act (ARPA) of 2021 on March 11, 2021. This act appropriates \$19.53 billion to States for distribution to the non-entitlement units of local government (NEUs). These are cities, towns, and villages with a population under 50,000. The City of Smithville is considered an NEU. The State of Missouri will receive two payments allocated by the U.S. Treasury and the second payment of funds will be received by the State of Missouri no earlier than 12 months after the first payment. The entire allocation to the State of Missouri will be \$450,143,657. Recently, staff reached out to the State of Missouri to inquire about the allocation for the City of Smithville. Staff received correspondence from the Accounting division stating the estimated allocated amount for the City of Smithville is \$2,178,000. This correspondence was received on August 5, 2021.

The Board has directed staff to use the ARPA funds for the Raw Water Pump Station, Valve Vault, Zebra Mussel Control project. On June 15, 2021, the Board awarded Bid #21-15 to Irvinbilt Constructors Inc in the amount of \$2,983,795. The estimated amount of \$2,178,000 will cover a major portion of the Raw Water Pump Station, Valve Vault, Zebra Mussel Control project, with plans to fund the remaining project costs with water impact fees/cash from the CWWWS Fund. Water impact fees were budgeted for the project in FY21 which provides flexibility in paying for the project (depending on when ARPA funds are received). ARPA funds must be obligated by December 31, 2023 and spent/expensed by December 31, 2026. Staff anticipate completing the Raw Water Pump Station, Valve Vault, Zebra Mussel Control project well before these obligation and spending deadlines occur.

After the City receives the ARPA funds, Finance will setup a new budgeted fund for fund tracking purposes. Finance will also track expenditures and complete financial and compliance reporting requirements as necessary.

The Resolution allows Mayor Bole to sign application for funds, including:

- Non-Entitlement Units of Local Government Application and Checklist

- NEU Total Annual Budget as of January 27, 2020
- U.S. Treasury Award Terms and Conditions Agreement
- Assurances of Compliance with Title VI of the Civil Rights Act of 1964
- Vendor Input/ACH-EFT Application

Signed application materials are due to the State of Missouri by September 1, 2021.

**PREVIOUS ACTION:**

**POLICY OBJECTIVE:**

Click or tap here to enter text.

**FINANCIAL CONSIDERATIONS:**

Click or tap here to enter text.

**ATTACHMENTS:**

- ☐ Ordinance
- ☒ Resolution
- ☐ Staff Report
- ☐ Other:

- ☒ Contract
- ☐ Plans
- ☐ Minutes

## **RESOLUTION 955**

### **A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE DOCUMENTS RELATED TO DISBURSEMENTS OF THE AMERICAN RESCUE PLAN ACT OF 2021**

**WHEREAS**, Congress passed (and the President signed) the American Rescue Plan Act (ARPA) of 2021 on March 11, 2021; and

**WHEREAS**, the American Rescue Plan Act of 2021 appropriates \$19.53 billion to States for distribution to the non-entitlement units of local government (NEUs), which are cities, towns, and villages with a population of under 50,000; and

**WHEREAS**, the State of Missouri will receive two payments allocated by the U.S. Treasury for eventually distribution to NEUs; and

**WHEREAS**, the State of Missouri has made award terms and agreement documents available to NEUs to sign and complete to apply for and receive ARPA funds; and

**WHEREAS**, the Board of Alderman of Smithville, Missouri, finds it in the best interest of the community to accept these funds to pay for expenses related to improvements to the City's Raw Water Pump Station, Valve Vault, Zebra Mussel Control, and Smith's Fork Pump Station; and

**WHEREAS**, the City of Smithville acknowledges that ARPA funds must be obligated by December 31, 2024, and full expended by December 31, 2026.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI:**

**THAT THE MAYOR IS HEREBY AUTHORIZED AND DIRECTED TO EXECUTE THE DOCUMENTS RELATED TO DISBURSEMENTS OF THE AMERICAN RESCUE PLAN ACT OF 2021.**

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 17<sup>th</sup> day of August 2021.

---

Damien Boley, Mayor

ATTEST:

---

Linda Drummond, City Clerk

**Michael L. Parson**  
Governor



**Sarah H. Steelman**  
Commissioner

State of Missouri  
**OFFICE OF ADMINISTRATION**  
Division of Accounting  
570 Truman Building, 301 West High Street  
Post Office Box 809  
Jefferson City, Missouri 65102  
(573) 751-2971  
**INTERNET:** <http://www.oa.mo.gov/acct>  
**E-MAIL:** [acctmail@oa.mo.gov](mailto:acctmail@oa.mo.gov)

**Stacy Neal**  
Director

## **MEMORANDUM**

**DATE:** July 29, 2021

**TO:** Missouri Cities, Towns, and Villages

**FROM:** State of Missouri, Office of Administration

**RE:** ARPA Funding for Non-Entitlement Units of Local Government

The American Rescue Plan Act of 2021 (ARPA) appropriates \$19.53 billion to States for distribution to the non-entitlement units of local government (NEUs). NEUs are cities, towns, and villages with a population of under 50,000. ARPA directs the U.S. Department of the Treasury (Treasury) to make payments to each State for distribution to NEUs. The allocation to the State of Missouri will be \$450,143,657.

Missouri will receive the first payment for half of the funds allocated by U.S. Treasury and distribute to NEUs based on the allocation provisions contained in ARPA. The second payment of funds will be received by the State of Missouri no earlier than twelve months after the first payment.

NEUs should provide the requested information on the attached application to the State of Missouri in order for the first payment to be made along with the NEU's total annual budget, including both operating and capital expenditure budgets, in effect as of January 27, 2020. If the NEU does not adopt a formal budget, the NEU is allowed to certify its most recent annual total expenditures as of January 27, 2020, in lieu of the NEU's budget total.

NEU's will be assigned a Recipient Number by the State of Missouri. Please retain this identifying number for the lifecycle of the program, including for federal reporting purposes.

Also, please retain copies of signed agreements for your records. As soon as possible, after receiving an award pursuant to the signed agreement, the NEU should register in SAM.gov, if not already registered.

A NEU accepting Coronavirus Local Fiscal Recovery funds is a prime recipient of a Federal award. NEUs are required to report to U.S. Treasury on the use of funds. Current NEU reporting guidance can be found in the U.S. Treasury Compliance and Reporting Guidance document. The State will share reporting guidance provided by U.S. Treasury when amended or updated. The first report is due to U.S. Treasury by October 31, 2021, and annually thereafter. In addition, other reporting requirements will include:

NEU Recipient Number

Copy of signed award terms and conditions agreement

Copy of signed assurances of compliance with Title VI of the Civil Rights Act of 1964

Copy of actual budget documents validating the top-line budget total provided to the State

For fact sheets, regularly updated Frequently Asked Questions, and other guidance, please visit the U.S. Treasury website: <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-fund/non-entitlement-units>

Additional guidance and data will be regularly posted and updated on the Missouri State Treasurer's Website: <https://treasurer.mo.gov/COVID>

**Each NEU is requested to complete an application, even if declining their allocation of the funds, by September 1, 2021. Completed applications should be sent to:**  
[ARPA@oa.mo.gov](mailto:ARPA@oa.mo.gov)

State of Missouri  
American Rescue Plan Act  
Coronavirus Local Fiscal Recovery Fund  
Non-Entitlement Units of Local Government Application

Name of City, Town, or Village (NEU):

**CITY OF SMITHVILLE**

**Section 1**

**X**

Option 1: Request allocation of local fiscal recovery funds.

Option 2: Decline funding allocation and transfer funds to the State of Missouri under Section 603(c)(4).

**Section 2**

**Complete all sections if Option 1 was checked; otherwise skip to Section 3 if Option 2 was selected**

Taxpayer Identification Number of City/Town/Village:

**43-0810565**

DUNS Number of City/Town/Village:

**171037914**

Address of City Hall/Town/Village Office:

**107 West Main Street, Smithville, Missouri 64089**

Authorized Representative of City/Town/Village:

Name: **Damien Boley**

Title: **Mayor of City of Smithville**

Email: **Mayor@smithvillemo.org**

Contact Person in City/Town/Village:

Name: **Stephen Larson**

Title: **Finance Director**

Phone: **816-532-4158**

Email: **slarson@smithvillemo.org**

**Section 3**

**(Must be completed even when Option 2 is selected)**

Authorized Representative Signature: \_\_\_\_\_

Date of Signature: \_\_\_\_\_

Please return this signed document to [ARPA@oa.mo.gov](mailto:ARPA@oa.mo.gov)

#### Section 4

##### (Verification of items necessary for the State of Missouri to process payment.)

- X I have provided the State of Missouri the NEU's total annual budget, including both operating and capital expenditure budgets, in effect as of January 27, 2020. If the NEU does not adopt a formal budget, the NEU is allowed to certify its most recent annual total expenditures as of January 27, 2020, in lieu of the NEU's budget total.
- X I have reviewed and signed the *US Treasury Award Terms and Conditions Agreement* to be returned to the State with this agreement.  
[https://home.treasury.gov/system/files/136/NEU\\_Award\\_Terms\\_and\\_Conditions.pdf](https://home.treasury.gov/system/files/136/NEU_Award_Terms_and_Conditions.pdf)
- X I have reviewed and signed the *Assurances of Compliance with Title VI of the Civil Rights Act of 1964* to be returned to the State with this agreement.  
[https://home.treasury.gov/system/files/136/Title\\_VI\\_Assurances.pdf](https://home.treasury.gov/system/files/136/Title_VI_Assurances.pdf)
- X I have completed and physically signed the State of Missouri's *Vendor Input/ACH-EFT Application* to be returned to the State with this agreement.  
[https://oa.mo.gov/sites/default/files/vendor\\_input\\_ach\\_eftd.pdf](https://oa.mo.gov/sites/default/files/vendor_input_ach_eftd.pdf)

#### Resources:

NEU specific FAQs: <https://home.treasury.gov/system/files/136/NEU-FAQs.pdf>

General FAQs: <https://home.treasury.gov/system/files/136/SLFRPFAQ.pdf>

STO website: <https://treasurer.mo.gov/COVID>

Compliance and reporting guidance: <https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>

**REMINDER:** An NEU should retain signed copies of this agreement and the agreements signed as part of Section 4 above except the Vendor Input/ACH-EFT Application. These items will be included in the first report due to Treasury on or before October 31, 2021. If not already registered, the NEU should register in SAM.gov.



FY 2020

Original Budget

General Fund	5,195,860
Transportation Sales Tax Fund	380,000
CARES Act Stimulus Fund	945,400
Capital Projects Fund	1,502,200
Capital Improvement Sales Tax Fund	556,280
Debt Service Fund	325,020
Combined Water/Wastewater Fund	5,662,850
Sanitation Fund	835,290
Police Funds	36,970
	<b>15,439,870</b>

GENERAL FUND FY20 SNAPSHOT

FY20 OPERATING BUDGET

BUDGETED FY20 OPERATING REVENUE, BY SOURCE

PROPERTY TAXES	867,480
SALES AND USE TAXES	1,500,700
FRANCHISE TAXES	875,740
OTHER TAXES	318,350
LICENSES, FEES, AND PERMITS	382,690
INTERGOVERNMENTAL REVENUES	44,800
CHARGES FOR SERVICES	234,880
FINES AND FORFEITS	167,310
INTEREST	150,000
DONATIONS	3,580
OTHER REVENUE	-
DEBT ISSUED	-
TRANSFERS IN	-
TOTAL BUDGETED FY20 OPERATING REVENUE	4,545,530

BUDGETED FY20 OPERATING EXPENDITURES, BY DEPARTMENT

ADMINISTRATION	532,360
PUBLIC WORKS - STREETS	606,360
POLICE	1,881,730
DEVELOPMENT	502,790
FINANCE	317,980
COURT	-
PARKS & REC	597,840
SENIOR CENTER	22,000
ELECTED OFFICIALS	70,900
ANIMAL SHELTER	7,600
EMERGENCY	-
TOTAL BUDGETED FY20 OPERATING EXPENDITURES, BY DEPARTMENT	4,539,560

REVENUE OVER/(UNDER) EXPENDITURES IN FY20 OPERATING BUDGET	5,970
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FY20 ONE-TIME & CAPITAL IMPROVEMENT BUDGET

BUDGETED FY20 ONE-TIME REVENUE, BY ITEM

NONE	-
TOTAL BUDGETED FY20 ONE-TIME REVENUE	-

BUDGETED FY20 ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES, BY ITEM

ADMINISTRATION - COMPREHENSIVE PLAN	75,000
ADMINISTRATION - CITY HALL IMPROVEMENTS	75,000
ADMINISTRATION - CITY HALL FUTURE NEEDS STUDY	12,500
PUBLIC WORKS (STREET) - AMORY ROAD PAVEMENT FAILURE PROJECT	321,300
POLICE - POLICE DEPARTMENT FUTURE NEEDS STUDY	12,500
PARKS & RECREATION - HERITAGE PARK BASKETBALL COURT	75,000
PARKS & RECREATION - HERITAGE PARK ADDITIONAL PARKING LOT	85,000
TOTAL BUDGETED FY20 ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES	656,300

REVENUE OVER/(UNDER) EXPENDITURES IN FY20 ONE-TIME & CAPITAL IMPROVEMENT BUDGET	(656,300)
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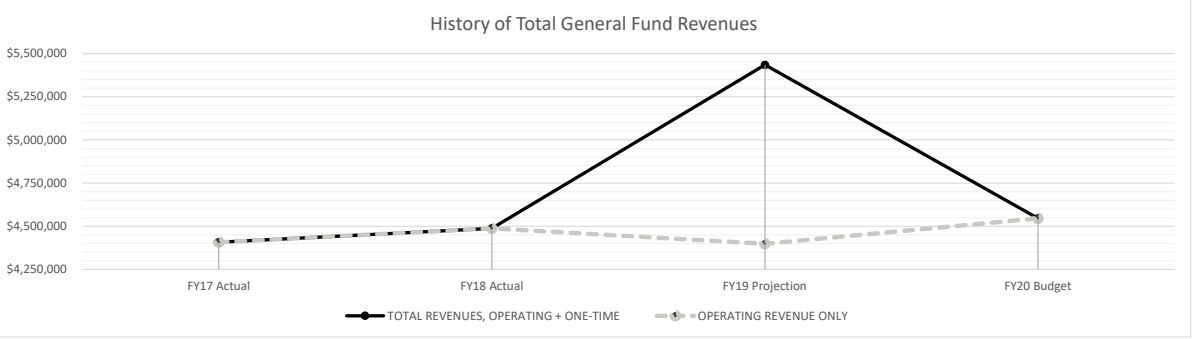
TOTAL FY20 OPERATING + ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES	5,195,860
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OVERALL CASH OUTLOOK

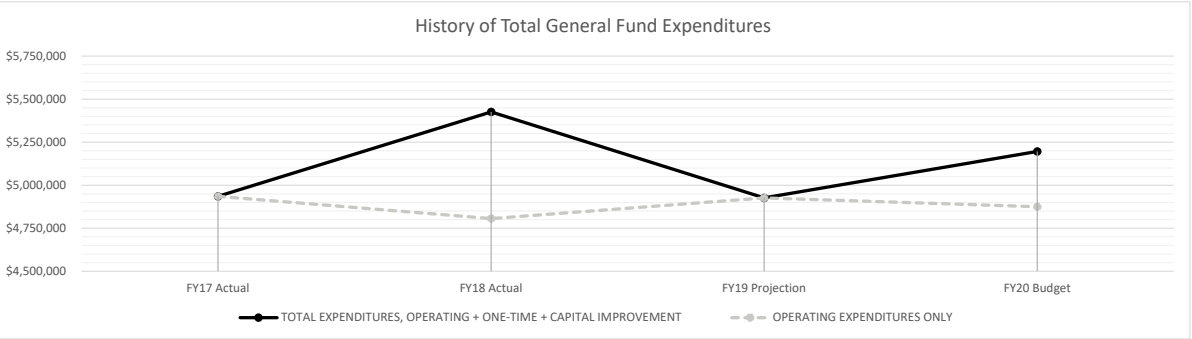
PROJECTED BEGINNING TOTAL FUND BALANCE ON NOVEMBER 1, 2019	2,778,219
(MINUS) CASH BALANCE RESTRICTED TO SATISFY 40% POLICY-REQUIRED RESERVE	(1,815,824)
EQUALS PROJECTED REMAINING EXCESS CASH AVAILABLE ON NOVEMBER 1, 2019	962,395
PLUS/(MINUS) OPERATING REVENUE OVER/(UNDER) OPERATING EXPENDITURES <a href="#">[DETAIL ABOVE]</a>	5,970
PLUS/(MINUS) ONE-TIME REVENUE OVER/(UNDER) ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES <a href="#">[DETAIL ABOVE]</a>	(656,300)
EQUALS PROJECTED ENDING EXCESS CASH REMAINING ON OCTOBER 31, 2020	312,065
PLUS CASH BALANCE RESTRICTED TO SATISFY 40% POLICY-REQUIRED RESERVE	1,815,824
PROJECTED ENDING TOTAL FUND BALANCE ON OCTOBER 31, 2020	2,127,889
CHANGE IN TOTAL FUND BALANCE FROM NOVEMBER 1, 2019 TO OCTOBER 31, 2020	(650,330)

## GENERAL FUND HISTORY

*Note: Figures represented in the tables below represent total combined revenues (operating + one-time) and total combined expenditures (operating + one-time + capital improvement items). These figure correspond to the black lines in the graphs. However, FY18 contained \$619,609.42 in expenditures for the start of the Downtown Streetscape project and FY19 projections contain a \$619,610 reimbursement from the Capital Projects Fund for the Downtown Streetscape project. Similarly, the FY19 projections also include \$416,960 in one-time revenue from the W. Summit Street FEMA reimbursement. The FY20 proposed budget includes \$321,600 as one-time expense for the Amory Road Pavement Failure Project. The grey, dotted lines in the graphs below reflect Operating General Fund Revenues and Operating General Fund Expenditures after removing those reimbursements and expenditures.*



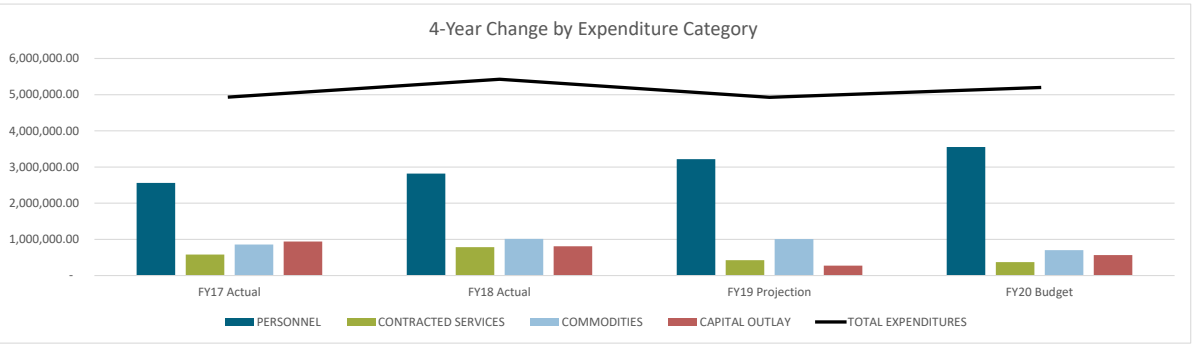
TOTAL REVENUES, BY SOURCE	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PROPERTY TAXES	679,406.22	815,998.25	830,160.00	849,480.00	867,480.00
SALES AND USE TAXES	1,278,515.36	1,366,969.63	1,345,290.00	1,417,240.00	1,500,700.00
FRANCHISE TAXES	725,908.93	819,356.60	805,990.00	812,600.00	875,740.00
OTHER TAXES	327,630.94	316,005.07	313,290.00	315,030.00	318,350.00
LICENSES, FEES, AND PERMITS	410,449.93	423,911.85	391,040.00	384,400.00	382,690.00
INTERGOVERNMENTAL REVENUES	53,811.50	146,905.04	45,220.00	463,630.00	44,800.00
CHARGES FOR SERVICES	160,385.52	216,577.85	167,990.00	229,350.00	234,880.00
FINES AND FORFEITS	205,527.41	173,262.90	188,680.00	149,300.00	167,310.00
INTEREST	67,037.60	141,224.27	90,000.00	174,330.00	150,000.00
DONATIONS	2,828.55	2,039.00	2,500.00	4,030.00	3,580.00
OTHER REVENUE	494,255.79	65,174.74	2,000.00	16,090.00	-
DEBT ISSUED	-	-	-	-	-
TRANSFERS IN	1,793.54	-	793,500.00	619,610.00	-
TOTAL REVENUES	4,407,551.29	4,487,425.20	4,975,660.00	5,435,090.00	4,545,530.00



TOTAL EXPENDITURES, BY DEPARTMENT	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
ADMINISTRATION	1,180,111.50	832,128.12	478,440.00	512,510.00	694,860.00
PUBLIC WORKS - STREETS	750,535.52	1,429,694.46	856,500.00	873,770.00	927,660.00
POLICE	1,308,094.50	1,651,332.19	1,907,840.00	1,821,410.00	1,894,230.00
DEVELOPMENT	497,861.42	490,649.35	485,180.00	460,680.00	502,790.00
FINANCE	256,997.65	278,477.65	295,900.00	294,700.00	317,980.00
COURT	112,906.20	98,043.62	59,010.00	44,340.00	-
PARKS & REC	694,053.93	546,732.61	726,350.00	763,570.00	757,840.00
SENIOR CENTER	29,792.43	28,481.99	21,320.00	21,040.00	22,000.00
ELECTED OFFICIALS	56,486.36	49,935.76	125,280.00	128,450.00	70,900.00
ANIMAL SHELTER	17,325.59	20,245.89	7,780.00	6,040.00	7,600.00
EMERGENCY	31,224.47	-	-	-	-
TOTAL EXPENDITURES	4,935,389.57	5,425,721.64	4,963,600.00	4,926,510.00	5,195,860.00

REVENUE OVER/(UNDER) EXPENDITURES	(527,838.28)	(938,296.44)	12,060.00	508,580.00	(650,330.00)
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# GENERAL FUND COMBINED EXPENDITURE DETAIL



Note: The "% ▲" column represents the percentage change between the FY19 Projection and FY20 Budget.

PERSONNEL	FY17 Actual	FY18 Actual	FY19 Projection	FY20 Budget	% ▲
NUMBER OF FULL-TIME EQUIVALENTS	47.50	53.50	55.50	55.70	0%
FULL-TIME SALARIES & WAGES	1,824,528.37	2,008,557.24	2,207,930.00	2,491,520.00	13%
PART-TIME WAGES - PERMANENT	124,028.51	114,237.45	113,980.00	102,770.00	-10%
PART-TIME WAGES - RECREATION	-	1,570.10	17,650.00	13,810.00	-22%
OVERTIME	60,137.83	53,969.17	75,960.00	56,000.00	-26%
SOCIAL SECURITY & MEDICARE	143,172.98	155,092.70	173,190.00	198,590.00	15%
MEDICAL & LIFE INSURANCE	220,355.13	255,466.72	277,840.00	317,800.00	14%
WORKER'S COMPENSATION	-	-	96,690.00	92,990.00	-4%
LAGERS RETIREMENT	166,112.94	205,699.47	223,280.00	254,580.00	14%
SUTA	-	-	-	-	no ▲
EMPLOYEE UNIFORMS	21,119.83	20,362.68	31,020.00	23,820.00	-23%
UNEMPLOYMENT	-	4,160.00	-	-	no ▲
TOTAL PERSONNEL	2,559,455.59	2,819,115.53	3,217,540.00	3,551,880.00	10%

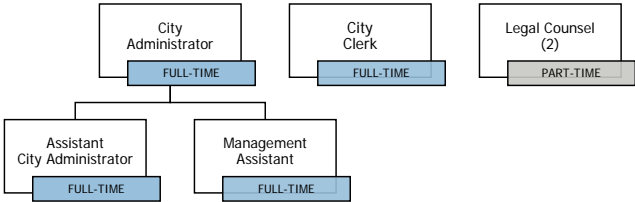
CONTRACTED SERVICES	FY17 Actual	FY18 Actual	FY19 Projection	FY20 Budget	% ▲
GENERAL CONTRACTED SERVICES	471,605.45	671,350.10	306,040.00	249,200.00	-19%
LEASE PAYMENTS - SMITH'S FORK	30,323.40	31,839.57	33,440.00	35,110.00	5%
POLICE - DISPATCHING	47,424.89	50,315.83	51,680.00	53,890.00	4%
PARKS - CAMP HOST	12,600.00	12,600.00	14,700.00	14,700.00	no ▲
PARKS - FIREWORKS	12,000.00	12,000.00	12,000.00	12,000.00	no ▲
PARKS - MOVIE NIGHTS	-	-	2,400.00	2,000.00	-17%
POLICE - CONFINEMENT	5,031.00	5,967.00	5,980.00	5,000.00	-16%
TOTAL CONTRACTED SERVICES	578,984.74	784,072.50	426,240.00	371,900.00	-13%

COMMODITIES	FY17 Actual	FY18 Actual	FY19 Projection	FY20 Budget	% ▲
REPAIRS & MAINTENANCE - BUILDINGS	79,739.15	36,444.89	37,810.00	21,320.00	-44%
REPAIRS & MAINTENANCE - INFRASTRUCTURE	179,838.81	40,948.30	19,420.00	20,000.00	3%
REPAIRS & MAINTENANCE - EQUIPMENT	20,733.00	16,561.59	34,980.00	39,010.00	12%
REPAIRS & MAINTENANCE - VEHICLES	21,202.33	54,405.72	24,800.00	26,450.00	7%
REPAIRS & MAINTENANCE - SOFTWARE	32,915.99	39,643.76	66,080.00	77,830.00	18%
REPAIRS & MAINTENANCE - PARKS	-	-	19,250.00	3,000.00	-84%
REPAIRS & MAINTENANCE - CAMPGROUND	8,649.93	24,975.82	10,020.00	7,500.00	-25%
ELECTRICITY	109,773.33	103,141.29	116,910.00	116,800.00	0%
PROPANE	8,114.04	11,346.31	17,800.00	13,250.00	-26%
TELEPHONE & INTERNET	21,562.85	29,302.65	34,200.00	32,490.00	-5%
MOBILE COMMUNICATIONS	15,797.87	20,379.08	19,910.00	22,000.00	10%
TOOLS & SUPPLIES	34,309.13	24,593.08	37,170.00	28,450.00	-23%
FUEL	43,542.77	44,863.89	50,380.00	47,760.00	-5%
GENERAL RECREATION	5,854.89	7,975.23	800.00	500.00	-38%
ANIMAL SHELTER	5,604.46	-	-	-	no ▲
YOUTH RECREATION - UNIFORMS	-	6,060.85	10,690.00	10,690.00	no ▲
YOUTH RECREATION - OFFICIALS	-	6,464.50	5,740.00	5,740.00	no ▲
ADULT RECREATION - UNIFORMS	-	2,269.00	-	-	no ▲
ADULT RECREATION - OFFICIALS	-	-	1,000.00	1,000.00	no ▲
RECREATION - BACKGROUND CHECKS	-	357.58	720.00	720.00	no ▲
RECREATION - SUPPLIES & AWARDS	-	326.76	10,090.00	10,070.00	0%
RECREATION - ADVERTISING	-	800.82	1,110.00	1,000.00	-10%
ADULT RECREATION - BIKE RACE	-	-	3,520.00	-	-100%
PROPERTY & CASUALTY INSURANCE	151,003.64	177,946.55	99,970.00	105,270.00	5%
TRAINING & TRAVEL	27,558.49	31,120.94	39,260.00	38,430.00	-2%
OFFICE SUPPLIES	18,275.75	17,838.39	14,480.00	10,800.00	-25%
POSTAGE	6,517.15	4,050.48	5,000.00	5,000.00	no ▲
ADVERTISING	5,699.91	6,566.64	10,700.00	11,200.00	5%
BANK CHARGES	22,066.93	24,601.57	25,720.00	28,690.00	12%
MEMBERSHIPS	4,398.87	11,681.50	22,650.00	19,610.00	-13%
CITY EVENTS	14,866.06	4,475.00	-	-	no ▲
MISCELLANEOUS EXPENSE	19,042.64	264,460.56	-	-	no ▲
TRANSFERS TO OTHER FUNDS	-	-	269,310.00	-	-100%
TOTAL COMMODITIES	857,067.99	1,013,602.75	1,009,490.00	704,580.00	-30%

CAPITAL OUTLAY	FY17 Actual	FY18 Actual	FY19 Projection	FY20 Budget	% ▲
CAPITAL EXPENDITURES - BUILDINGS	37,848.96	11,823.14	-	-	no ▲
CAPITAL EXPENDITURES - EQUIPMENT	125,055.87	82,276.89	114,740.00	11,200.00	-90%
CAPITAL EXPENDITURES - VEHICLES	21,860.56	75,615.44	-	-	no ▲
CAPITAL EXPENDITURES - HARDWARE	819.97	-	-	-	no ▲
CAPITAL EXPENDITURES - SOFTWARE	7,020.00	-	8,500.00	-	-100%
CAPITAL PROJECTS	747,275.89	639,215.39	150,000.00	556,300.00	271%
TOTAL CAPITAL OUTLAY	939,881.25	808,930.86	273,240.00	567,500.00	108%

TOTAL EXPENDITURES	4,935,389.57	5,425,721.64	4,926,510.00	5,195,860.00	5%
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ADMINISTRATION



PERSONNEL HISTORY	FY17	FY18	FY19	FY20 Budget
CITY ADMINISTRATOR	1.00	1.00	1.00	1.00
EXECUTIVE ASSISTANT	1.00	1.00	1.00	-
ASSISTANT CITY ADMINISTRATOR	-	-	1.00	1.00
MANAGEMENT ASSISTANT	-	-	-	1.00
CITY CLERK	1.00	1.00	1.00	1.00
LEGAL COUNSEL [PART-TIME]	1.00	1.00	1.00	1.00
TOTAL	4.00	4.00	5.00	5.00

PERFORMANCE BENCHMARKS (as of July 31, 2019)	FY19	FY20 GOAL
PERCENTAGE OF RECORDS REQUESTS PROCESSED IN A TIMELY MANNER (REQUEST DATE 11/1 TO 7/31)	100% (29)	> 98%
NUMBER OF WORKER'S COMPENSATION CLAIMS (LOSS DATE 11/1 TO 7/31)	4	< 5
*SURVEY* CITIZEN SATISFACTION WITH CITY'S EFFORT TO KEEP CITIZENS INFORMED ABOUT LOCAL ISSUES	49%	> 90%
*SURVEY* PERCENTAGE OF CITIZENS SATISFIED WITH QUALITY OF CITY'S WEBSITE	53%	> 82%
*SURVEY* CITIZEN SATISFACTION WITH OVERALL QUALITY OF SERVICES PROVIDED BY THE CITY	59%	> 70%

TOTAL GENERAL FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	296,923.71	297,412.37	415,600.00	411,950.00	449,650.00
CONTRACTED SERVICES	106,622.51	132,965.77	22,740.00	30,120.00	116,110.00
COMMODITIES	188,845.40	401,749.98	40,100.00	66,860.00	54,100.00
CAPITAL OUTLAY	587,719.88	-	-	3,580.00	75,000.00
TOTAL TOTAL GENERAL FUND EXPENDITURES	1,180,111.50	832,128.12	478,440.00	512,510.00	694,860.00

FY17 CONTAINS \$96K IN **CONTRACTED SERVICES** FOR THE ENGINEERING OF THE DOWNTOWN STREETSCAPE AND SECOND CREEK BRIDGE REPLACEMENT PROJECTS; \$48K IN **COMMODITIES** FOR THE REPLACEMENT OF TWO HVAC UNITS AT CITY HALL; AND \$536K IN **CAPITAL OUTLAY** FOR CONSTRUCTION OF THE HAWTHORNE STREET IMPROVEMENTS PROJECT.

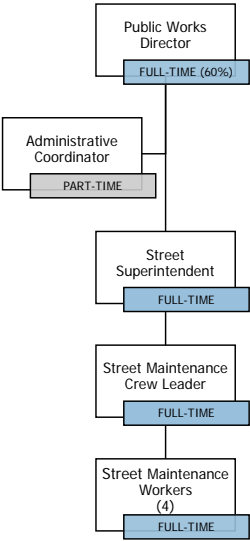
FY18 CONTAINS \$26K IN **CONTRACTED SERVICES** FOR CONSULTING FOR THE CITY ADMINISTRATOR HIRING PROCESS, \$25K IN **CONTRACTED SERVICES** FOR THE FEASIBILITY STUDY IN CONJUNCTION WITH THE YMCA ON A COMMUNITY POOL, AND \$58K IN **CONTRACTED SERVICES** FOR THE ENGINEERING OF THE DOWNTOWN STREETSCAPE PROJECT. FY18 ALSO CONTAINS \$264K IN **COMMODITIES** FOR THE PURCHASE OF LAND.

FY19 PROJECTIONS INCLUDE \$112K IN **PERSONNEL** FOR THE ADDITION OF THE ASSISTANT CITY ADMINISTRATOR POSITION. FY19 PROJECTIONS ALSO CONTAIN \$7K IN **COMMODITIES** FOR AN INCREASE IN SOFTWARE MAINTENANCE AGREEMENTS.

HIGHLIGHTS OF INCLUSIONS IN THE FY20 BUDGET:	AMOUNT
• PERSONNEL: RECLASSIFICATION OF EXECUTIVE ASSISTANT POSITION TO MANAGEMENT ASSISTANT	\$ -
• CONTRACTED SERVICES: FUTURE NEEDS STUDY	\$ 12,500.00
• CONTRACTED SERVICES: COMPREHENSIVE PLAN	\$ 75,000.00
• CAPITAL OUTLAY: CITY HALL IMPROVEMENTS	\$ 75,000.00
TOTAL	\$ 162,500.00

ADMINISTRATION COMBINED EXPENDITURES

GENERAL FUND OPERATING + CIP EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
SALARIES & WAGES	207,468.54	202,304.76	296,360.00	301,810.00	329,490.00
PART-TIME WAGES	25,020.00	27,890.00	31,500.00	29,500.00	28,500.00
OVERTIME WAGES	-	-	-	-	-
FICA EXPENSE	16,368.89	16,208.60	25,090.00	24,730.00	27,390.00
EMPLOYEE BENEFITS	29,638.91	26,473.29	32,040.00	29,150.00	30,980.00
WORKER'S COMPENSATION	-	-	770.00	770.00	710.00
RETIREMENT EXPENSE	18,427.37	20,375.72	29,840.00	25,990.00	32,580.00
UNEMPLOYMENT BENEFITS	-	4,160.00	-	-	-
Personnel	296,923.71	297,412.37	415,600.00	411,950.00	449,650.00
REPAIRS & MAINTENANCE - BLDG	67,199.22	20,040.29	4,330.00	16,780.00	4,390.00
REPAIRS & MAINTENANCE - EQUIP	3,987.20	4,250.83	4,950.00	4,770.00	7,230.00
REPAIRS & MAINTENANCE - VEHICLES	-	-	-	-	600.00
REPAIRS & MAINTENANCE - SFTWRE	17,338.49	19,086.68	1,850.00	11,120.00	9,140.00
ELECTRICITY	10,480.37	10,606.98	1,120.00	1,120.00	1,120.00
TELEPHONE/INTERNET	13,058.22	14,715.96	1,830.00	2,570.00	2,210.00
MOBILE COMMUNICATIONS	436.98	708.29	1,870.00	1,380.00	1,090.00
TOOLS & SUPPLIES	1,471.67	2,712.86	230.00	230.00	240.00
FUEL	-	-	-	-	360.00
city events	14,866.06	4,475.00	-	-	-
Operation and Maintenance	128,838.21	76,596.89	16,180.00	37,970.00	26,380.00
PROFESSIONAL SERVICES	106,622.51	132,965.77	22,740.00	30,120.00	116,110.00
Contractual Services	106,622.51	132,965.77	22,740.00	30,120.00	116,110.00
INSURANCE EXPENSE	22,244.38	40,365.10	2,890.00	2,890.00	2,800.00
Insurance	22,244.38	40,365.10	2,890.00	2,890.00	2,800.00
TRAINING & TRAVEL EXPENSE	8,547.59	5,969.64	7,900.00	9,260.00	9,260.00
OFFICE SUPPLIES	5,526.04	5,649.84	4,800.00	4,950.00	4,800.00
POSTAGE	3,752.00	1,500.00	4,500.00	3,000.00	3,000.00
ADVERTISING	2,967.40	2,673.45	500.00	1,110.00	500.00
MEMBERSHIPS & SUBSCRIPTIONS	1,821.77	4,534.50	3,330.00	7,680.00	7,360.00
Office and Administrative	22,614.80	20,327.43	21,030.00	26,000.00	24,920.00
CAPITAL EXPENDITURES - EQUIP	-	-	-	3,580.00	-
capital expenditures - hrdware	-	-	-	-	-
CAPITAL IMPROVEMENT PROJECTS	587,719.88	-	-	-	75,000.00
Capital Projects	587,719.88	-	-	3,580.00	75,000.00
MISCELLANEOUS EXPENSE	15,148.01	264,460.56	-	-	-
Other Expenses	15,148.01	264,460.56	-	-	-
Debt - Principal	-	-	-	-	-
Debt - Interest	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTAL GENERAL FUND OPERATING + CIP EXPENDI	1,180,111.50	832,128.12	478,440.00	512,510.00	694,860.00



PERSONNEL HISTORY	FY17	FY18	FY19	FY20 Budget
PUBLIC WORKS DIRECTOR	-	-	-	0.60
STREET SUPERINTENDENT	1.00	1.00	1.00	1.00
ADMINISTRATIVE COORDINATOR	0.50	0.50	0.50	0.50
STREET MAINTENANCE CREW LEADER	-	-	-	1.00
STREET MAINTENANCE II	4.00	4.00	3.00	2.00
STREET MAINTENANCE I	-	1.00	2.00	2.00
TOTAL	5.50	6.50	6.50	7.10

PERFORMANCE BENCHMARKS (as of July 31, 2019)	FY19	FY20 GOAL
TOTAL EXPENDITURES FOR ROAD REHABILITATION PER PAVED LANE MILE	\$3,318.13	< \$2,150
PAVED LANE MILES ASSESSED AS SATISFACTORY AS PERCENTAGE OF TOTAL PAVED MILES ASSESSED	63%	> 73%
*SURVEY * PERCENTAGE OF RESIDENTS SATISFIED WITH OVERALL MAINTENANCE OF CITY STREETS	32%	> 90%

GENERAL FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	324,289.48	353,607.37	410,610.00	412,230.00	489,460.00
CONTRACTED SERVICES	151,708.90	349,838.63	780.00	77,350.00	1,610.00
COMMODITIES	121,696.72	106,135.57	445,110.00	384,190.00	115,290.00
CAPITAL OUTLAY	152,840.42	620,112.89	-	-	321,300.00
TOTAL GENERAL FUND EXPENDITURES	750,535.52	1,429,694.46	856,500.00	873,770.00	927,660.00

FY17 CONTAINS [\\$146K](#) IN **CONTRACTED SERVICES** FOR ENGINEERING FOR THE AMORY ROAD BRIDGE REPLACEMENT AND WEST SUMMIT STREET PROJECTS. FY17 ALSO CONTAINS [\\$7K](#) IN **CAPITAL OUTLAY** FOR THE BOBCAT LEASE AND [\\$142K](#) IN **CAPITAL OUTLAY** FOR THE WEST SUMMIT STREET PROJECT.

FY18 CONTAINS INCLUDE [\\$347K](#) IN **CONTRACTED SERVICES** FOR ENGINEERING FOR THE DOWNTOWN STREETSCAPE, SECOND CREEK ROAD BRIDGE REPLACEMENT, AND 180TH STREET TRAIL AND SIDEWALK IMPROVEMENTS PROJECTS AND [\\$620K](#) IN **CAPITAL OUTLAY** FOR THE CONSTRUCTION FOR THE DOWNTOWN STREETSCAPE, SECOND CREEK ROAD BRIDGE REPLACEMENT, AND 180TH STREET TRAIL AND SIDEWALK IMPROVEMENTS PROJECTS.

FY19 PROJECTIONS CONTAIN [\\$43K](#) IN **PERSONNEL** FOR THE ADDITION OF A STREET MAINTENANCE WORKER POSITION. FY19 PROJECTIONS ALSO INCLUDE [\\$74K](#) IN **CONTRACTED SERVICES** FOR THE AMORY ROAD STABILIZATION PROJECT. FY19 PROJECTIONS ALSO INCLUDE \$269K IN **COMMODITIES** IN THE FORM OF A TRANSFER TO THE CAPITAL PROJECTS FUND FOR ENGINEERING FOR THE DOWNTOWN STREETSCAPE, SECOND CREEK ROAD BRIDGE REPLACEMENT, 180TH STREET TRAIL & SIDEWALK IMPROVEMENTS, SOUTH COMMERCIAL SIDEWALK IMPROVEMENTS, AND MAIN STREET TRAIL PROJECTS.

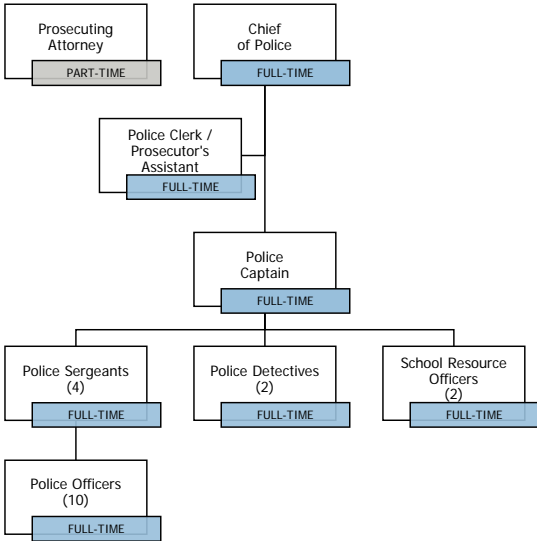
HIGHLIGHTS OF INCLUSIONS IN THE FY20 BUDGET:	AMOUNT
• PERSONNEL: 60% SALARY AND BENEFITS FOR NEW PUBLIC WORKS DIRECTOR POSITION	\$ 55,500.00
TOTAL	\$ 55,500.00

PUBLIC WORKS - STREETS COMBINED EXPENDITURES

GENERAL FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
SALARIES & WAGES	228,698.19	249,768.25	264,180.00	269,530.00	337,110.00
PART-TIME WAGES	17,552.53	17,683.30	19,370.00	19,260.00	20,570.00
OVERTIME WAGES	4,460.79	2,743.97	5,000.00	13,400.00	5,000.00
FICA EXPENSE	17,868.27	19,233.08	20,600.00	22,400.00	26,180.00
EMPLOYEE BENEFITS	31,630.89	37,669.32	49,830.00	35,880.00	45,130.00
WORKER'S COMPENSATION	-	-	22,820.00	22,820.00	21,930.00
RETIREMENT EXPENSE	21,683.80	24,535.59	25,810.00	26,040.00	31,140.00
UNIFORM EXPENSE	2,395.01	1,973.86	3,000.00	2,900.00	2,400.00
Personnel	324,289.48	353,607.37	410,610.00	412,230.00	489,460.00
REPAIRS & MAINTENANCE - BLDG	-	1,908.37	1,000.00	1,330.00	1,000.00
REPAIRS & MAINTENANCE - EQUIP	6,303.31	-	290.00	320.00	310.00
REPAIRS & MAINTENANCE - VEHICL	-	-	2,500.00	2,060.00	2,500.00
REPAIRS & MAINTENANCE - SFWRE	-	-	330.00	330.00	330.00
ELECTRICITY	74,990.53	66,025.75	82,000.00	82,000.00	82,000.00
PROPANE	3,142.05	5,801.55	7,600.00	7,600.00	6,500.00
TELEPHONE/INTERNET	2,164.11	4,608.48	5,980.00	6,670.00	6,210.00
MOBILE COMMUNICATIONS	1,839.69	2,271.23	2,550.00	2,610.00	3,530.00
TOOLS & SUPPLIES	4,851.55	-	-	-	-
FUEL	4,986.41	-	-	-	-
Operation and Maintenance	98,277.65	80,615.38	102,250.00	102,920.00	102,380.00
PROFESSIONAL SERVICES	151,708.90	349,838.63	780.00	77,350.00	1,610.00
Contractual Services	151,708.90	349,838.63	780.00	77,350.00	1,610.00
INSURANCE EXPENSE	21,191.37	23,363.50	10,380.00	10,380.00	10,730.00
Insurance	21,191.37	23,363.50	10,380.00	10,380.00	10,730.00
TRAINING & TRAVEL EXPENSE	175.00	853.16	500.00	300.00	500.00
OFFICE SUPPLIES	2,052.70	1,303.53	1,500.00	1,100.00	1,500.00
advertising	-	-	-	-	-
MEMBERSHIPS & SUBSCRIPTIONS	-	-	-	180.00	180.00
Office and Administrative	2,227.70	2,156.69	2,000.00	1,580.00	2,180.00
CAPITAL EXPENDITURES - EQUIP	10,610.00	-	-	-	-
CAPITAL EXPENDITURES - VEHICLE	-	11.00	-	-	-
CAPITAL IMPROVEMENT PROJECTS	142,230.42	620,101.89	-	-	321,300.00
Capital Projects	152,840.42	620,112.89	-	-	321,300.00
Other Expenses	-	-	-	-	-
Debt - Principal	-	-	-	-	-
Debt - Interest	-	-	-	-	-
TRANSFERS OUT	-	-	330,480.00	269,310.00	-
Transfers Out	-	-	330,480.00	269,310.00	-
TOTAL GENERAL FUND	750,535.52	1,429,694.46	856,500.00	873,770.00	927,660.00



POLICE



PERSONNEL HISTORY	FY17	FY18	FY19	FY20 Budget
POLICE CHIEF	1.00	1.00	1.00	1.00
PROSECUTING ATTORNEY	0.50	0.50	0.50	0.50
POLICE CLERK / PROSECUTOR'S ASSISTANT	-	-	-	1.00
POLICE CAPTAIN	-	1.00	1.00	1.00
POLICE SERGEANT II	3.00	1.00	1.00	0.00
POLICE SERGEANT I	1.00	3.00	3.00	4.00
POLICE DETECTIVE	2.00	2.00	2.00	2.00
POLICE OFFICER II	3.00	4.00	4.00	4.00
POLICE OFFICER I / SCHOOL RESOURCE OFFICER	7.00	7.00	8.00	8.00
TOTAL	17.50	19.50	20.50	21.50

PERFORMANCE BENCHMARKS (as of July 31, 2019)	FY19	FY20 GOAL
PERCENTAGE OF PROPERTY CRIMES CLEARED (REPORT DATE 11/1 TO 7/31)	44%	> 65%
PERCENTAGE OF VIOLENT CRIMES CLEARED (REPORT DATE 11/1 TO 7/31)	17%	> 65%
AVERAGE TIME TO RESPOND TO PRIORITY CALLS (DISPATCH TO ON-SCENE ARRIVAL)	2:00	< 5:30
*SURVEY * CITIZEN SATISFACTION WITH POLICE AND SAFETY SERVICES	85%	> 80%

GENERAL FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	1,052,580.55	1,224,779.34	1,475,790.00	1,411,620.00	1,552,840.00
CONTRACTED SERVICES	74,270.60	75,304.73	91,930.00	83,710.00	102,890.00
COMMODITIES	142,461.45	206,253.06	241,120.00	218,950.00	227,300.00
CAPITAL OUTLAY	38,781.90	144,995.06	99,000.00	107,130.00	11,200.00
TOTAL GENERAL FUND EXPENDITURES	1,308,094.50	1,651,332.19	1,907,840.00	1,821,410.00	1,894,230.00

FY18 CONTAINS **\$226K** IN **PERSONNEL** FOR THE ADDITON OF THE POLICE CAPTAIN POSITION, THE TRANSFER OF PROSECUTING ATTORNEY POSITION FROM THE MUNICIPAL COURT DEPARTMENT, TRANSITION OF A POLICE OFFICER FROM THE CLAY COUNTY DRUG TASK FORCE, AND ONE ADDITIONAL POLICE OFFICER POSITION. FY18 ALSO CONTAINS **\$15K** IN **COMMODITIES** FOR REPAIRS AND UPGRADES TO THE STORM SIRENS AND **\$40K** IN **COMMODITIES** FOR HAIL DAMAGE REPAIRS TO VEHICLES. LASTLY, FY18 CONTAINS **\$62K** IN **CAPITAL OUTLAY** FOR IN-VEHICLE COMPUTERS FOR PATROL AND **\$80K** IN **CAPITAL OUTLAY** FOR THE PURCHASE OF TWO NEW POLICE VEHICLES (SUVs).

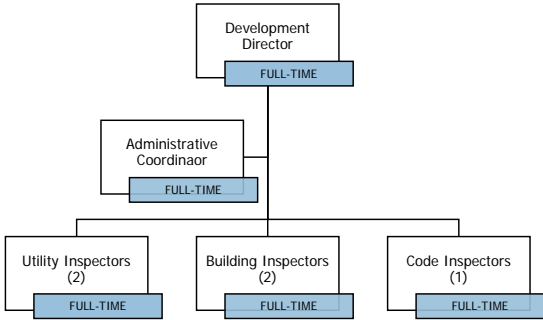
FY19 PROJECTIONS CONTAIN **\$36K** IN **PERSONNEL** FOR THE TRANSITION OF THE POLICE CLERK (FORMERLY THE COURT ADMINISTRATOR FROM THE MUNICIPAL COURT) AND **\$56K** IN **PERSONNEL** FOR THE ADDITION OF A SECOND SCHOOL RESOURCE OFFICER. FY19 PROJECTIONS ALSO CONTAIN **\$94K** IN **CAPITAL OUTLAY** FOR THE PUCHASE OF NEW VEHICLE CAMERAS AND BODY CAMERAS.

HIGHLIGHTS OF INCLUSIONS IN THE FY20 BUDGET:	AMOUNT
• PERSONNEL: FULL YEAR OF POLICE CLERK/PROSECUTOR'S ASSISTANT POSITION	\$ 36,600.00
• COMMODITIES: FUTURE NEEDS STUDY	\$ 12,500.00
TOTAL	\$ 49,100.00

POLICE COMBINED EXPENDITURES

GENERAL FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
SALARIES & WAGES	762,071.06	868,939.32	982,020.00	962,670.00	1,070,830.00
PART-TIME WAGES	2,829.53	19,996.26	25,030.00	15,890.00	16,680.00
OVERTIME WAGES	46,335.40	45,615.02	62,000.00	55,000.00	48,000.00
FICA EXPENSE	57,259.62	65,839.55	77,040.00	71,560.00	83,200.00
EMPLOYEE BENEFITS	93,192.14	118,421.06	145,350.00	126,610.00	148,140.00
WORKER'S COMPENSATION	-	-	51,430.00	51,430.00	48,010.00
RETIREMENT EXPENSE	75,706.55	91,017.69	113,800.00	106,460.00	121,960.00
suta expense	-	-	-	-	-
UNIFORM EXPENSE	15,186.25	14,950.44	19,120.00	22,000.00	16,020.00
Personnel	1,052,580.55	1,224,779.34	1,475,790.00	1,411,620.00	1,552,840.00
REPAIRS & MAINT - BLDG	1,888.82	1,649.81	6,540.00	6,150.00	7,100.00
REPAIRS & MAINTENANCE - EQUIP	2,528.46	9,141.93	26,260.00	20,450.00	21,390.00
REPAIRS & MAINT - VEHICLES	20,376.11	52,457.39	20,070.00	20,340.00	20,070.00
REPAIRS & MAINT - SOFTWARE	6,045.09	8,285.89	12,830.00	18,040.00	30,460.00
ELECTRICITY	-	-	5,590.00	5,590.00	5,590.00
TELEPHONE/INTERNET	-	-	6,270.00	8,050.00	7,980.00
MOBILE COMMUNICATIONS	3,035.81	6,544.41	10,060.00	8,610.00	9,180.00
capital expenditures - hrdware	-	-	-	-	-
TOOLS & SUPPLIES	6,374.53	13,551.82	24,250.00	19,630.00	17,360.00
FUEL	28,974.83	33,005.46	46,800.00	38,210.00	36,000.00
ANIMAL CONTROL	-	-	1,500.00	800.00	500.00
animal shelter	5,604.46	-	-	-	-
Operation and Maintenance	74,828.11	124,636.71	160,170.00	145,870.00	155,630.00
PROFESSIONAL SERVICES	21,814.71	19,021.90	29,400.00	26,050.00	44,000.00
DISPATCHING	47,424.89	50,315.83	52,930.00	51,680.00	53,890.00
CONFINEMENT	5,031.00	5,967.00	9,600.00	5,980.00	5,000.00
Contractual Services	74,270.60	75,304.73	91,930.00	83,710.00	102,890.00
INSURANCE EXPENSE	51,006.06	59,484.56	40,000.00	40,000.00	40,890.00
Insurance	51,006.06	59,484.56	40,000.00	40,000.00	40,890.00
TRAINING & TRAVEL EXPENSE	9,657.85	17,231.24	24,800.00	19,500.00	19,500.00
OFFICE SUPPLIES EXPENSE	3,807.33	2,316.55	4,500.00	3,780.00	2,000.00
POSTAGE	1,520.00	380.00	1,200.00	950.00	1,000.00
ADVERTISING	-	-	250.00	250.00	250.00
bank charges	-	-	-	-	-
MEMBERSHIPS & SUBSCRIPTIONS	1,492.10	2,204.00	10,200.00	8,600.00	8,030.00
Office and Administrative	16,477.28	22,131.79	40,950.00	33,080.00	30,780.00
CAPITAL EXPENDITURES - EQUIP	31,761.90	69,390.62	90,500.00	98,630.00	11,200.00
CAPITAL EXPENDITURES - VEHICLE	-	75,604.44	-	-	-
CAPTIAL EXPENDITURES - SFTWARE	7,020.00	-	8,500.00	8,500.00	-
Capital Projects	38,781.90	144,995.06	99,000.00	107,130.00	11,200.00
MISCELLANEOUS EXPENSE	150.00	-	-	-	-
Other Expenses	150.00	-	-	-	-
Debt - Principal	-	-	-	-	-
Debt - Interest	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTAL GENERAL FUND	1,307,944.50	1,651,332.19	1,907,840.00	1,821,410.00	1,894,230.00

DEVELOPMENT



PERSONNEL HISTORY	FY17	FY18	FY19	FY20 Budget
DEVELOPMENT DIRECTOR	1.00	1.00	1.00	1.00
ADMINISTRATIVE COORDINATOR	1.00	1.00	1.00	1.00
ECON. DVLP. COMMUNICATIONS COORDINATOR	1.00	-	-	-
UTILITY INSPECTOR II	-	-	-	-
UTILITY INSPECTOR I *	1.00	2.00	2.00	2.00
BUILDING INSPECTOR II	-	-	-	-
BUILDING INSPECTOR I	2.00	2.00	2.00	2.00
CODE INSPECTOR II	-	-	-	-
CODE INSPECTOR I	-	1.00	1.00	1.00
TOTAL	6.00	7.00	7.00	7.00

\* One Utility Inspector I funded through CWWF Fund.

PERFORMANCE BENCHMARKS (as of July 31, 2019)	FY19	FY19 GOAL
AVERAGE NUMBER OF DAYS BETWEEN APPLICATION AND ISSUANCE FOR COMMERCIAL DEVELOPMENT PERMITS	17.0	< 27
AVERAGE NUMBER OF DAYS BETWEEN APPLICATION AND ISSUANCE FOR RESIDENTIAL DEVELOPMENT PERMITS	4.0	< 17
AVERAGE NUMBER OF DAYS BETWEEN REQUEST AND INSPECTION FOR COMMERCIAL DEVELOPMENT	0.0	< 2
AVERAGE NUMBER OF DAYS BETWEEN REQUEST AND INSPECTION FOR RESIDENTIAL DEVELOPMENT	1.5	< 2
AVERAGE NUMBER OF DAYS BETWEEN INSPECTION TO VOLUNTARY COMPLIANCE (CODE ENFORCEMENT)	35.0	< 38
PERCENTAGE OF CODE ENFORCEMENT CASES RESOLVED THROUGH FORCED COMPLIANCE	7%	< 11%
*SURVEY* SATISFACTION WITH SPEED OF CODE COMPLIANCE PROCESS FROM COMPLAINT TO ENFORCEMENT	35%	> 75%

GENERAL FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	310,256.03	347,435.56	356,910.00	331,590.00	422,940.00
CONTRACTED SERVICES	130,556.65	106,450.71	70,050.00	62,630.00	25,500.00
COMMODITIES	28,028.91	35,971.79	47,220.00	56,460.00	54,350.00
CAPITAL OUTLAY	29,019.83	791.29	11,000.00	10,000.00	-
TOTAL GENERAL FUND EXPENDITURES	497,861.42	490,649.35	485,180.00	460,680.00	502,790.00

FY17 CONTAINS **\$88K IN CONTRACTED SERVICES** DUE TO AN AUDIT JOURNAL ENTRY TO ACCOUNT FOR UNPAID TIF LEGAL SERVICES FEES [NOTE: THESE FEES WERE PAID IN FY18]. FY17 ALSO CONTAINS **\$21K IN CAPITAL OUTLAY** FOR THE PURCHASE OF A NEW TRUCK AND **\$7K IN CAPITAL OUTLAY** FOR GIS SOFTWARE.

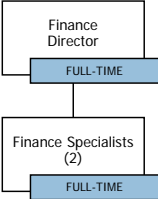
FY18 CONTAINS **\$70K IN CONTRACTED SERVICES** FOR THE MARKETING CONTRACT WITH NATIVE DIGITAL.

FY19 PROJECTIONS CONTAIN **\$40K IN CONTRACTED SERVICES** FOR THE INSPECTION CONTRACT WITH IBTS. FY19 PROJECTIONS ALSO CONTAIN **\$14K IN COMMODITIES** FOR AN INCREASE IN SOFTWARE MAINTENANCE AGREEMENTS. FY19 PROJECTIONS ALSO CONTAIN **\$10K IN CAPITAL OUTLAY** FOR NEW COMPUTER EQUIPMENT.

HIGHLIGHTS OF INCLUSIONS IN THE FY20 BUDGET:	AMOUNT
• PERSONNEL: FULL YEAR OF BUILDING INSPECTOR I POSITION (RETURN FROM MILITARY LEAVE)	\$ 61,000.00
• CONTRACTED SERVICES: REDUCTION IN INSPECTIONS PERFORMED BY IBTS	\$ (32,000.00)
TOTAL	\$ 29,000.00

DEVELOPMENT COMBINED EXPENDITURES

GENERAL FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
SALARIES & WAGES	251,520.98	273,076.84	271,140.00	245,920.00	322,440.00
OVERTIME WAGES	562.99	2,784.52	500.00	3,620.00	500.00
FICA EXPENSE	18,267.35	20,049.60	20,790.00	18,340.00	24,710.00
EMPLOYEE BENEFITS	20,051.35	21,801.44	27,520.00	28,420.00	34,260.00
WORKER'S COMPENSATION	-	-	9,240.00	9,240.00	9,240.00
RETIREMENT EXPENSE	18,945.87	27,599.95	24,720.00	23,640.00	29,390.00
UNIFORM EXPENSE	907.49	2,123.21	3,000.00	2,410.00	2,400.00
Personnel	310,256.03	347,435.56	356,910.00	331,590.00	422,940.00
REPAIRS & MAINTENANCE - BLDG	-	-	4,440.00	3,810.00	1,750.00
REPAIRS & MAINTENANCE - EQUIP	-	-	750.00	1,240.00	920.00
REPAIRS & MAINT - VEHICLES	136.42	861.10	1,280.00	990.00	2,280.00
REPAIRS & MAINT - SFTWRE/MAPS	237.50	1,336.47	3,080.00	17,660.00	18,060.00
ELECTRICITY	-	-	1,960.00	1,960.00	1,960.00
TELEPHONE/INTERNET	-	-	2,500.00	2,610.00	2,790.00
MOBILE COMMUNICATIONS	4,956.21	4,341.20	4,410.00	3,680.00	4,240.00
TOOLS & SUPPLIES	1,593.92	790.75	1,900.00	1,100.00	1,860.00
FUEL	2,135.78	3,384.13	4,200.00	4,420.00	4,200.00
Operation and Maintenance	9,059.83	10,713.65	24,520.00	37,470.00	38,060.00
PROFESSIONAL SERVICES	130,556.65	106,450.71	70,050.00	62,630.00	25,500.00
Contractual Services	130,556.65	106,450.71	70,050.00	62,630.00	25,500.00
INSURANCE EXPENSE	5,819.22	10,041.91	6,440.00	6,440.00	5,200.00
Insurance	5,819.22	10,041.91	6,440.00	6,440.00	5,200.00
TRAINING & TRAVEL EXPENSE	3,356.19	2,267.00	4,000.00	3,560.00	2,870.00
OFFICE SUPPLIES EXPENSE	1,649.18	3,191.15	500.00	390.00	500.00
POSTAGE	765.15	1,550.48	500.00	930.00	1,000.00
ADVERTISING	2,696.51	3,604.60	7,500.00	4,000.00	5,000.00
MEMBERSHIPS & SUBSCRIPTIONS	1,085.00	4,603.00	3,760.00	3,670.00	1,720.00
Office and Administrative	9,552.03	15,216.23	16,260.00	12,550.00	11,090.00
CAPITAL EXPENDITURES - EQUIP	7,159.27	791.29	11,000.00	10,000.00	-
CAPITAL EXPENDITURES - VEHICLE	21,860.56	-	-	-	-
CAPITAL EXPENDITURES - HRDWARE	-	-	-	-	-
Capital Projects	29,019.83	791.29	11,000.00	10,000.00	-
MISCELLANEOUS EXPENSE	3,597.83	-	-	-	-
Other Expenses	3,597.83	-	-	-	-
Debt - Principal	-	-	-	-	-
Debt - Interest	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTAL GENERAL FUND	497,861.42	490,649.35	485,180.00	460,680.00	502,790.00



PERSONNEL HISTORY	FY17	FY18	FY19	FY20 Budget
FINANCE DIRECTOR	1.00	1.00	1.00	1.00
FINANCE SPECIALIST II	1.00	1.00	1.00	1.00
FINANCE SPECIALIST I	1.00	1.00	1.00	1.00
TOTAL	3.00	3.00	3.00	3.00

PERFORMANCE BENCHMARKS (as of July 31, 2019)	FY19	FY20 GOAL
VERY STRONG (AA-, AA, AA+), OR EXTREMELY STRONG (AAA) BOND CREDIT RATING	AA-	≥ AA-
PERCENTAGE OF ON-TIME DEBT SERVICE PAYMENTS	100%	100%
NUMBER OF MATERIAL WEAKNESSES PLUS SIGNIFICANT DEFICIENCIES NOTED IN AUDIT	4	< 4
MONTHLY BANK RECONCILIATIONS COMPLETED WITHIN 15 DAYS OF MONTH-END	63%	100%
*SURVEY* OF CITIZENS SATISFIED WITH CUSTOMER SERVICE FROM CITY EMPLOYEES	68%	> 80%

GENERAL FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	185,948.11	199,954.96	221,300.00	218,660.00	230,850.00
CONTRACTED SERVICES	40,209.84	46,815.12	34,190.00	25,000.00	35,060.00
COMMODITIES	30,839.70	31,707.57	37,560.00	48,510.00	52,070.00
CAPITAL OUTLAY	-	-	2,850.00	2,530.00	-
TOTAL GENERAL FUND EXPENDITURES	256,997.65	278,477.65	295,900.00	294,700.00	317,980.00

FY17 & FY18 CONTAIN NO SIGNIFICANT BUDGET NOTES.

FY19 PROJECTIONS CONTAIN \$7K IN **COMMODITIES** FOR AN INCREASE IN SOFTWARE MAINTENANCE AGREEMENTS. FY19 PROJECTIONS ALSO CONTAIN \$3K IN **CAPITAL OUTLAY** FOR NEW COMPUTERS FOR THE DEPARTMENT.

HIGHLIGHTS OF INCLUSIONS IN THE FY20 BUDGET:	AMOUNT
• CONTRACTED SERVICES: YEAR 3 OF 3 OF FINANCIAL AUDIT CONTRACT WITH CLIFTON,LARSON,ALLEN	\$ 18,000.00
TOTAL	\$ 18,000.00

FINANCE COMBINED EXPENDITURES

GENERAL FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
SALARIES & WAGES	147,976.97	154,743.54	165,220.00	164,660.00	173,870.00
OVERTIME WAGES	592.71	266.49	500.00	300.00	500.00
FICA EXPENSE	10,683.43	11,167.99	12,680.00	12,230.00	13,340.00
EMPLOYEE BENEFITS	15,997.21	17,811.01	27,420.00	24,600.00	26,920.00
WORKER'S COMPENSATION	-	-	390.00	390.00	350.00
RETIREMENT EXPENSE	10,697.79	15,965.93	15,090.00	16,480.00	15,870.00
Personnel	185,948.11	199,954.96	221,300.00	218,660.00	230,850.00
REPAIRS & MAINTENANCE - BLDG	-	-	840.00	780.00	870.00
REPAIRS & MAINTENANCE - EQUIP	-	-	590.00	460.00	640.00
REPAIRS & MAINTENANCE - SFTWRE	5,003.80	5,020.50	3,510.00	12,340.00	12,880.00
ELECTRICITY	-	-	840.00	840.00	880.00
TELEPHONE/INTERNET	-	-	1,230.00	1,840.00	1,530.00
MOBILE COMMUNICATIONS	163.39	523.28	630.00	450.00	550.00
TOOLS & SUPPLIES	73.60	726.68	980.00	1,080.00	1,080.00
Operation and Maintenance	5,240.79	6,270.46	8,620.00	17,790.00	18,430.00
PROFESSIONAL SERVICES	40,209.84	46,815.12	34,190.00	25,000.00	35,060.00
Contractual Services	40,209.84	46,815.12	34,190.00	25,000.00	35,060.00
INSURANCE EXPENSE	300.84	244.60	2,450.00	2,450.00	2,560.00
Insurance	300.84	244.60	2,450.00	2,450.00	2,560.00
TRAINING & TRAVEL EXPENSE	1,769.00	626.64	1,000.00	980.00	1,500.00
OFFICE SUPPLIES	2,409.56	932.45	900.00	1,730.00	500.00
ADVERTISING	36.00	73.00	190.00	190.00	120.00
BANK CHARGES	21,083.51	23,220.42	23,930.00	25,200.00	28,690.00
MEMBERSHIPS & SUBSCRIPTIONS	-	340.00	470.00	170.00	270.00
Office and Administrative	25,298.07	25,192.51	26,490.00	28,270.00	31,080.00
CAPITAL EXPENDITURES - EQUIP	-	-	2,850.00	2,530.00	-
Capital Projects	-	-	2,850.00	2,530.00	-
Other Expenses	-	-	-	-	-
Debt - Principal	-	-	-	-	-
Debt - Interest	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTAL GENERAL FUND	256,997.65	278,477.65	295,900.00	294,700.00	317,980.00

MUNICIPAL COURT

PERSONNEL HISTORY	FY17	FY18	FY19	FY20 Budget
MUNICIPAL JUDGE	0.50	0.50	0.50	-
COURT ADMINISTRATOR	1.00	1.00	1.00	-
TOTAL	1.50	1.50	1.50	-

GENERAL FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	102,966.18	88,071.04	46,820.00	39,850.00	-
CONTRACTED SERVICES	-	-	300.00	40.00	-
COMMODITIES	9,940.02	9,972.58	11,890.00	4,450.00	-
CAPITAL OUTLAY	-	-	-	-	-
TOTAL GENERAL FUND EXPENDITURES	112,906.20	98,043.62	59,010.00	44,340.00	-

FY17 CONTAINS [\\$16K](#) IN **PERSONNEL** FOR THE PROSECUTING ATTORNEY, WHOSE POSITION WAS TRANSFERED TO THE POLICE DEPARTMENT FOR FY18.

FY18 CONTAINS NO SIGNIFICANT BUDGET NOTES.

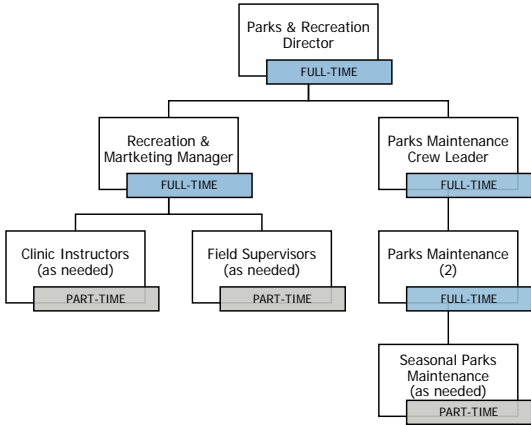
FY19 PROJECTIONS CONTAIN THE ELIMINATION OF THE COURT EFFECTIVE JANUARY 1, 2019, WHICH WAS TRANSFERRED TO CLAY COUNTY ON THAT DATE.

MUNICIPAL COURT COMBINED EXPENDITURES

GENERAL FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
SALARIES & WAGES	53,821.57	54,929.21	27,940.00	27,740.00	-
PART-TIME WAGES	31,086.45	14,827.89	9,130.00	3,640.00	-
OVERTIME WAGES	1,155.87	1,249.20	1,000.00	310.00	-
FICA EXPENSE	6,441.55	5,278.38	2,920.00	2,380.00	-
EMPLOYEE BENEFITS	5,347.85	5,999.99	3,100.00	2,970.00	-
WORKER'S COMPENSATION	-	-	90.00	-	-
RETIREMENT EXPENSE	5,112.89	5,786.37	2,640.00	2,810.00	-
Personnel	102,966.18	88,071.04	46,820.00	39,850.00	-
REPAIRS & MAINTENANCE - BLDG	-	-	560.00	260.00	-
REPAIRS & MAINTENANCE - EQUIP	-	41.76	190.00	40.00	-
REPAIRS & MAINTENANCE - SFTWRE	4,291.11	5,015.22	4,820.00	2,520.00	-
ELECTRICITY	-	-	560.00	240.00	-
TELEPHONE/INTERNET	-	-	910.00	590.00	-
TOOLS & SUPPLIES	-	-	120.00	40.00	-
Operation and Maintenance	4,291.11	5,056.98	7,160.00	3,690.00	-
PROFESSIONAL SERVICES	-	-	300.00	40.00	-
Contractual Services	-	-	300.00	40.00	-
INSURANCE EXPENSE	136.98	118.99	1,400.00	-	-
Insurance	136.98	118.99	1,400.00	-	-
TRAINING & TRAVEL EXPENSE	1,955.83	51.15	-	120.00	-
OFFICE SUPPLIES EXPENSE	2,362.38	2,744.31	1,250.00	-	-
POSTAGE	480.00	620.00	240.00	120.00	-
BANK CHARGES	713.72	1,381.15	1,840.00	520.00	-
Office and Administrative	5,511.93	4,796.61	3,330.00	760.00	-
CAPITAL EXPENDITURES - HRDWARE	-	-	-	-	-
Capital Projects	-	-	-	-	-
Other Expenses	-	-	-	-	-
Debt - Principal	-	-	-	-	-
Debt - Interest	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTAL GENERAL FUND	112,906.20	98,043.62	59,010.00	44,340.00	-



PARKS & RECREATION



PERSONNEL HISTORY	FY17	FY18	FY19	FY20 Budget
PARKS & RECREATION DIRECTOR	1.00	1.00	1.00	1.00
RECREATION & MARKETING MANAGER	1.00	1.00	1.00	1.00
PARKS MAINTENANCE CREW LEADER	1.00	1.00	1.00	1.00
PARKS MAINTENANCE II	1.00	1.00	1.00	1.00
PARKS MAINTENANCE I	-	1.00	1.00	1.00
TOTAL	4.00	5.00	5.00	5.00

SEASONAL STAFF HISTORY	FY17	FY18	FY19	FY20 Budget
SEASONAL PARKS MAINTENANCE	2.50	2.00	2.00	2.00
CLINIC INSTRUCTORS	-	0.50	0.50	0.60
FIELD SUPERVISORS	-	1.00	1.00	1.00
TOTAL	2.50	3.50	3.50	3.60

PERFORMANCE BENCHMARKS (as of July 31, 2019)	FY19	FY20 GOAL
OPERATING EXPENSE PER CAPITA	\$74.13	> \$70
OPERATING EXPENSE PER DEVELOPED PARK ACRE	\$5,719.29	< \$6,500
DEVELOPED PARK ACREAGE PER THOUSAND RESIDENTS	13.0	> 11.5
PERCENTAGE OF PARTICIPANTS IN PARKS RECREATION PROGRAMS RATING THEM AS SATISFACTORY	93%	> 85%
* SURVEY * OVERALL SATISFACTION WITH PARKS AND RECREATION PROGRAM OFFERINGS AND FACILITIES	36%-49%	> 88%
* SURVEY * OVERALL SATISFACTION WITH MAINTENANCE AND CLEANLINESS OF CITY PARKS	69%	> 90%

GENERAL FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	262,370.72	291,545.54	358,330.00	376,090.00	390,120.00
CONTRACTED SERVICES	56,935.91	59,870.21	61,200.00	64,140.00	65,440.00
COMMODITIES	260,553.67	168,797.04	156,820.00	173,340.00	142,280.00
CAPITAL OUTLAY	114,193.63	26,519.82	150,000.00	150,000.00	160,000.00
TOTAL GENERAL FUND EXPENDITURES	694,053.93	546,732.61	726,350.00	763,570.00	757,840.00

FY17 CONTAINS \$159K IN **COMMODITIES** FOR THE REPAVING OF THE SMITH'S FORK PARK PARKING LOT. FY17 ALSO CONTAINS \$12K IN **CAPITAL OUTLAY** FOR THE TRACTOR LEASE, \$9K IN **CAPITAL OUTLAY** FOR THE PURCHASE OF A NEW GOLF CART FOR THE CAMP HOST, \$54K IN **CAPITAL OUTLAY** FOR THE PURCHASE OF A NEW BOBCAT, AND \$17K IN **CAPITAL OUTLAY** FOR THE REMODEL OF THE OFFICE SPACE INSIDE THE PARKS DEPARTMENT BUILDING.

FY18 CONTAINS \$47K IN **PERSONNEL** FOR A FULL-YEAR OF SALARY AND BENEFITS FOR THE RECREATION AND MARKETING MANAGER POSITION. FY18 ALSO CONTAINS \$16K IN **COMMODITIES** FOR THE IMPLEMENTATION OF THE YOUTH AND ADULT RECREATION PROGRAMS, \$15 IN **COMMODITIES** FOR RETAINING WALL REPAIRS IN THE DIAMOND CREST SUBDIVISION, AND \$12K IN **COMMODITIES** FOR SEWER LINE REPAIRS AT THE PARKS DEPARTMENT BUILDING.

FY19 PROJECTIONS CONTAIN \$23K IN **PERSONNEL** FOR THE ADDITION OF A PARKS MAINTENANCE WORKER POSITION AND \$49K IN **PERSONNEL** FOR PART-TIME SEASONAL MAINTENANCE AND RECREATIONAL WAGES. FY19 PROJECTIONS ALSO CONTAIN \$150K IN **CAPITAL OUTLAY** FOR NEW PLAYGROUND EQUIPMENT AT HERITAGE PARK.

HIGHLIGHTS OF INCLUSIONS IN THE FY20 BUDGET:	AMOUNT
• PERSONNEL: FULL-YEAR OF PARKS MAINTENANCE I POSITION (RETAINED VACANCY FOR FUTURE DETERMINATION)	\$ -
• CONTRACTED SERVICES: CAMP HOST SERVICES AGREEMENT	\$ 14,700.00
• CONTRACTED SERVICES: CONTRACT FOR 4TH OF JULY FIREWORKS	\$ 12,000.00
• CAPITAL OUTLAY: ADDITION OF BASKETBALL COURT AT HERITAGE PARK	\$ 75,000.00
• CAPITAL OUTLAY: ADDITION OF PARKING LOT AT HERITAGE PARK	\$ 85,000.00
TOTAL	\$ 186,700.00

PARKS & RECREATION COMBINED EXPENDITURES

GENERAL FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
SALARIES & WAGES	171,095.83	204,795.32	235,430.00	235,600.00	257,780.00
PART-TIME WAGES	33,140.00	18,690.00	21,280.00	31,290.00	22,170.00
PART-TIME RECREATION WAGES	-	1,570.10	8,390.00	17,650.00	13,810.00
OVERTIME WAGES	1,571.80	1,309.97	2,000.00	3,330.00	2,000.00
FICA EXPENSE	14,620.86	16,156.15	20,440.00	20,440.00	22,630.00
EMPLOYEE BENEFITS	24,496.78	27,290.61	33,180.00	30,210.00	32,370.00
WORKER'S COMPENSATION	-	-	12,000.00	12,000.00	12,720.00
RETIREMENT EXPENSE	14,814.37	20,418.22	21,610.00	21,860.00	23,640.00
UNIFORM EXPENSE	2,631.08	1,315.17	4,000.00	3,710.00	3,000.00
Personnel	262,370.72	291,545.54	358,330.00	376,090.00	390,120.00
REPAIRS & MAINTENANCE - BLDG	495.53	3,515.30	1,000.00	1,050.00	1,000.00
REPAIRS & MAINTENANCE - EQUIP	7,914.03	3,127.07	8,470.00	7,700.00	8,520.00
REPAIRS & MAINTENACE - VEHICLE	689.80	1,087.23	1,000.00	1,410.00	1,000.00
REPAIRS & MAINT - INFRASTRUCTR	179,838.81	40,948.30	20,000.00	19,420.00	20,000.00
REPAIRS & MAINT - PARKS	-	-	19,000.00	19,250.00	3,000.00
REPAIRS & MAINT - SOFTWARE	-	899.00	2,830.00	2,940.00	5,830.00
REPAIRS & MAINT - SMITH'S FORK	8,649.93	24,975.82	7,500.00	10,020.00	7,500.00
ELECTRICITY	22,880.45	24,961.14	22,000.00	22,000.00	22,000.00
PROPANE	4,233.45	4,728.75	5,560.00	9,300.00	5,850.00
TELEPHONE/INTERNET	4,022.90	7,185.48	6,170.00	7,350.00	7,190.00
MOBILE COMMUNICATIONS	2,172.78	2,697.33	2,800.00	3,070.00	3,220.00
TOOLS & SUPPLIES	3,423.34	4,418.00	12,500.00	13,540.00	5,000.00
FUEL	7,445.75	8,474.30	7,200.00	7,750.00	7,200.00
recreation	5,854.89	7,975.23	-	-	-
YOUTH REC LEAGUE UNIFORMS	-	6,060.85	7,510.00	10,690.00	10,690.00
YOUTH REC LEAGUE UMPIRES	-	6,464.50	3,680.00	5,740.00	5,740.00
ADULT REC LEAGUE UNIFORMS	-	2,269.00	2,000.00	-	-
ADULT REC LEAGUE OFFICIALS	-	-	1,000.00	1,000.00	1,000.00
REC LEAGUE BACKGROUND CHECKS	-	357.58	720.00	720.00	720.00
REC LEAGUE SUPPLIES/AWARDS	-	326.76	8,570.00	10,090.00	10,070.00
REC LEAGUE ADVERTISING	-	800.82	1,000.00	1,110.00	1,000.00
MAYOR'S BIKE RACE	-	-	-	3,520.00	-
Operation and Maintenance	247,621.66	151,272.46	140,510.00	157,670.00	126,530.00
PROFESSIONAL SERVICES	2,012.51	3,430.64	3,160.00	4,000.00	3,630.00
LEASE EXPENSE	30,323.40	31,839.57	33,440.00	33,440.00	35,110.00
CAMP HOST SERVICES	12,600.00	12,600.00	12,600.00	14,700.00	14,700.00
FIREWORKS DISPLAY	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
MOVIE NIGHTS	-	-	3,200.00	2,400.00	2,000.00
Contractual Services	56,935.91	59,870.21	64,400.00	66,540.00	67,440.00
INSURANCE EXPENSE	11,809.63	15,148.54	8,640.00	8,640.00	10,480.00
Insurance	11,809.63	15,148.54	8,640.00	8,640.00	10,480.00
TRAINING & TRAVEL EXPENSE	690.00	1,754.64	2,970.00	3,120.00	2,170.00
OFFICE SUPPLIES	15.88	405.81	500.00	590.00	500.00
POSTAGE	-	-	-	-	-
ADVERTISING	-	215.59	1,000.00	820.00	500.00
bank charges	269.70	-	-	-	-
MEMBERSHIPS	-	-	-	100.00	100.00
Office and Administrative	975.58	2,376.04	4,470.00	4,630.00	3,270.00
CAPITAL EXPENDITURES - EQUIP	75,524.70	12,094.98	-	-	-
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	-
CAPITAL EXPENDITURES - HRDWARE	819.97	-	-	-	-
CAPITAL EXPENDITURES - BLDG	37,848.96	11,823.14	-	-	-
CAPITAL IMPROVEMENT PROJECTS	-	2,601.70	150,000.00	150,000.00	160,000.00
Capital Projects	114,193.63	26,519.82	150,000.00	150,000.00	160,000.00
MISCELLANEOUS EXPENSE	146.80	-	-	-	-
Other Expenses	146.80	-	-	-	-
Debt - Principal	-	-	-	-	-
Debt - Interest	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTAL GENERAL FUND	694,053.93	546,732.61	726,350.00	763,570.00	757,840.00

PERFORMANCE BENCHMARKS (as of July 31, 2019)	FY19	FY20 GOAL
PERCENTAGE INCREASE IN RENTALS OVER PREVIOUS YEAR	67%	> 110%

GENERAL FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	-	-	-	-	-
CONTRACTED SERVICES	12,392.55	11,451.25	12,870.00	10,050.00	12,870.00
COMMODITIES	17,399.88	17,030.74	8,450.00	10,990.00	9,130.00
CAPITAL OUTLAY	-	-	-	-	-
TOTAL GENERAL FUND EXPENDITURES	29,792.43	28,481.99	21,320.00	21,040.00	22,000.00

FY17 & FY18 EACH CONTAIN \$9K IN **COMMODITIES** FOR YEARS 4 AND 5 OF THE PREVIOUS JANITORIAL SERVICES CONTRACT.

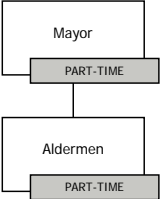
FY19 BEGAN THE FIRST YEAR OF THE NEW JANITORIAL CONTRACT.

HIGHLIGHTS OF INCLUSIONS IN THE FY20 BUDGET:	AMOUNT
• CONTRACTED SERVICES: PAYMENTS TO SAINT LUKE'S HOSPITAL FOR MEALS ON WHEELS	\$ 12,870.00
TOTAL	\$ 12,870.00

SENIOR CENTER COMBINED EXPENDITURES

GENERAL FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
Personnel	-	-	-	-	-
REPAIRS & MAINTENANCE - BLDG	10,155.58	8,959.80	2,570.00	5,190.00	3,070.00
ELECTRICITY	1,421.98	1,547.42	1,200.00	1,200.00	1,200.00
NATURAL GAS	738.54	816.01	900.00	900.00	900.00
TELEPHONE/INTERNET	2,317.62	2,792.73	2,600.00	2,790.00	2,770.00
TOOLS & SUPPLIES	314.92	406.28	500.00	230.00	500.00
Operation and Maintenance	14,948.64	14,522.24	7,770.00	10,310.00	8,440.00
PROFESSIONAL SERVICES	12,392.55	11,451.25	12,870.00	10,050.00	12,870.00
Contractual Services	12,392.55	11,451.25	12,870.00	10,050.00	12,870.00
INSURANCE	2,451.24	2,508.50	680.00	680.00	690.00
Insurance	2,451.24	2,508.50	680.00	680.00	690.00
Office and Administrative	-	-	-	-	-
CAPITAL IMPROVEMENT PROJECTS	-	-	-	-	-
Capital Projects	-	-	-	-	-
Other Expenses	-	-	-	-	-
Debt - Principal	-	-	-	-	-
Debt - Interest	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTAL GENERAL FUND	29,792.43	28,481.99	21,320.00	21,040.00	22,000.00

ELECTED OFFICIALS



PERSONNEL HISTORY	FY17	FY18	FY19	FY19 Budget
MAYOR	0.50	0.50	0.50	0.50
ALDERMEN	3.00	3.00	3.00	3.00
TOTAL	3.50	3.50	3.50	3.50

PERFORMANCE BENCHMARKS (as of July 31, 2019)	FY19	FY20 GOAL
*SURVEY* CITIZENS RATING THE QUALITY OF LOCAL GOVERNMENT AS GOOD OR EXCELLENT	45%	> 78%
*SURVEY* OVERALL VALUE PERCEIVED FROM TAX DOLLARS SPENT	37%	> 70%

GENERAL FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	15,501.96	16,309.35	16,030.00	15,550.00	16,020.00
CONTRACTED SERVICES	-	-	64,550.00	65,940.00	5,420.00
COMMODITIES	40,984.40	33,626.41	44,700.00	46,960.00	49,460.00
CAPITAL OUTLAY	-	-	-	-	-
TOTAL GENERAL FUND EXPENDITURES	56,486.36	49,935.76	125,280.00	128,450.00	70,900.00

FY17 & FY18 CONTAIN NO SIGNIFICANT BUDGET NOTES.

FY19 PROJECTIONS CONTAIN \$13K IN **CONTRACTED SERVICES** FOR A COMMUNITY SURVEY AND \$52K IN **CONTRACTED SERVICES** FOR A CITIZEN-BASED STRATEGIC PLANNING PROCESS.

HIGHLIGHTS OF INCLUSIONS IN THE FY20 BUDGET:	AMOUNT
• CONTRACTED SERVICES: ANNUAL BOARD RETREAT FACILITATOR	\$ 3,600.00
TOTAL	\$ 3,600.00

ELECTED OFFICIALS COMBINED EXPENDITURES

GENERAL FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PART-TIME WAGES	14,400.00	15,150.00	14,850.00	14,400.00	14,850.00
FICA EXPENSE	1,101.96	1,159.35	1,140.00	1,110.00	1,140.00
WORKER'S COMPENSATION	-	-	40.00	40.00	30.00
Personnel	15,501.96	16,309.35	16,030.00	15,550.00	16,020.00
UNEMPLOYMENT BENEFITS	-	-	-	-	-
REPAIRS & MAINTENANCE - BLDG	-	-	1,940.00	2,200.00	2,040.00
REPAIRS & MAINT - SOFTWARE	-	-	1,130.00	1,130.00	1,130.00
ELECTRICITY	-	-	1,960.00	1,960.00	2,050.00
TELEPHONE/INTERNET	-	-	1,700.00	1,730.00	1,810.00
MOBILE COMMUNICATIONS	3,080.77	3,293.34	-	110.00	190.00
TOOLS & SUPPLIES	-	-	400.00	400.00	410.00
Operation and Maintenance	3,080.77	3,293.34	7,130.00	7,530.00	7,630.00
COMMUNITY RELATIONS ALLOWANCE	-	-	-	-	-
Contractual Services	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	64,550.00	65,940.00	5,420.00
Insurance	-	-	64,550.00	65,940.00	5,420.00
INSURANCE	36,043.92	26,670.85	28,490.00	28,490.00	31,920.00
TRAINING & TRAVEL EXPENSE	1,407.03	2,367.47	2,630.00	2,420.00	2,630.00
OFFICE SUPPLIES	452.68	1,294.75	1,500.00	1,940.00	1,000.00
ADVERTISING	-	-	3,000.00	4,330.00	4,330.00
MEMBERSHIPS & SUBSCRIPTIONS	-	-	1,950.00	2,250.00	1,950.00
Office and Administrative	37,903.63	30,333.07	37,570.00	39,430.00	41,830.00
Capital Projects	-	-	-	-	-
Other Expenses	-	-	-	-	-
Debt - Principal	-	-	-	-	-
Debt - Interest	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTAL GENERAL FUND	56,486.36	49,935.76	125,280.00	128,450.00	70,900.00

ANIMAL SHELTER

PERFORMANCE BENCHMARKS (as of July 31, 2019)	FY19	FY20 GOAL
PERCENTAGE OF DOGS ADOPTED WITHIN 14 DAYS OF FIRST ELIGIBLE ADOPTION DATE	82%	> 95%

GENERAL FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	-	-	-	-	-
CONTRACTED SERVICES	-	1,376.08	5,480.00	4,860.00	5,500.00
COMMODITIES	-	2,358.01	2,300.00	1,180.00	2,100.00
CAPITAL OUTLAY	17,325.59	16,511.80	-	-	-
TOTAL GENERAL FUND EXPENDITURES	17,325.59	20,245.89	7,780.00	6,040.00	7,600.00

FY17 CONTAINS [\\$17K](#) IN **CAPITAL OUTLAY** FOR THE CONSTRUCTION OF THE NEW ANIMAL SHELTER.

FY18 CONTAINS [\\$16K](#) IN **CAPITAL OUTLAY** FOR THE CONSTRUCTION OF THE NEW ANIMAL SHELTER.

FY19 PROJECTIONS CONTAIN NO SIGNIFICANT BUDGET NOTES.

HIGHLIGHTS OF INCLUSIONS IN THE FY20 BUDGET:	AMOUNT
• CONTRACTED SERVICES: VETERINARY SERVICES	\$ 5,000.00
• COMMODITIES: SUPPLIES & ADVERTISING FOR PET'S DAY OUT EVENT	\$ 1,000.00
TOTAL	\$ 6,000.00

ANIMAL SHELTER COMBINED EXPENDITURES

GENERAL FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
Personnel	-	-	-	-	-
REPAIRS & MAINT - BLDG	-	371.32	500.00	260.00	100.00
TOOLS & SUPPLIES	-	1,986.69	1,800.00	920.00	2,000.00
Operation and Maintenance	-	2,358.01	2,300.00	1,180.00	2,100.00
PROFESSIONAL SERVICES	-	1,376.08	5,480.00	4,860.00	5,000.00
Contractual Services	-	1,376.08	5,480.00	4,860.00	5,000.00
Insurance	-	-	-	-	-
ADVERTISING	-	-	-	-	500.00
Office and Administrative	-	-	-	-	500.00
CAPITAL IMPROVEMENT PROJECTS	17,325.59	16,511.80	-	-	-
Capital Projects	17,325.59	16,511.80	-	-	-
Other Expenses	-	-	-	-	-
Debt - Principal	-	-	-	-	-
Debt - Interest	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTAL GENERAL FUND	17,325.59	20,245.89	7,780.00	6,040.00	7,600.00



CAPITAL PROJECTS FUND FY20 SNAPSHOT

FY20 ONE-TIME & CAPITAL IMPROVEMENT BUDGET

BUDGETED FY20 ONE-TIME REVENUE, BY ITEM

TRANSFER FROM CWWS FUND FOR WATERLINE WORK IN PREPARATION OF CONSTRUCTION	10,000
TOTAL BUDGETED FY20 ONE-TIME REVENUE	10,000

BUDGETED FY20 ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES, BY ITEM

PUBLIC WORKS (STREETS) - CONSTRUCTION OF MAIN STREET TRAIL	1,247,195
PUBLIC WORKS (STREETS) - ENGINEERING DOWNTOWN STREETSCAPE PROJECT PHASE #2	15,000
PUBLIC WORKS (STREETS) - CONSTRUCTION OF DOWNTOWN STREETSCAPE PROJECT PHASE #2	240,000
TOTAL BUDGETED FY20 ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES	1,502,195

REVENUE OVER/(UNDER) EXPENDITURES IN FY20 ONE-TIME & CAPITAL IMPROVEMENT BUDGET	(1,492,195)
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TOTAL FY20 OPERATING + ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES	(1,492,195)
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OVERALL CASH OUTLOOK

PROJECTED BEGINNING TOTAL FUND BALANCE ON NOVEMBER 1, 2019	1,544,408
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PLUS/(MINUS) ONE-TIME REVENUE OVER/(UNDER) ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES <a href="#">[DETAIL ABOVE]</a>	(1,492,195)
EQUALS PROJECTED ENDING EXCESS CASH REMAINING ON OCTOBER 31, 2020	52,213

CHANGE IN TOTAL FUND BALANCE FROM NOVEMBER 1, 2019 TO OCTOBER 31, 2020	(1,492,195)
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CAPITAL PROJECTS FUND HISTORY

TOTAL REVENUES, BY SOURCE	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
DEBT ISSUED	-	2,075,885.50	3,625,000.00	3,914,180.00	-
TRANSFERS IN	-	-	330,480.00	269,310.00	10,000.00
TOTAL REVENUES	-	2,075,885.50	3,955,480.00	4,183,490.00	10,000.00

TOTAL EXPENDITURES, BY DEPARTMENT	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PUBLIC WORKS - STREETS	-	66,987.50	5,621,390.00	4,341,695.00	1,502,200.00
TOTAL EXPENDITURES	-	66,987.50	5,621,390.00	4,341,695.00	1,502,200.00

REVENUE OVER/(UNDER) EXPENDITURES	-	2,008,898.00	(1,665,910.00)	(158,205.00)	(1,492,200.00)
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PUBLIC WORKS (CAPITAL PROJECTS)

CAPITAL PROJECTS FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	-	-	-	-	-
CONTRACTED SERVICES	-	66,987.50	330,480.00	269,310.00	15,000.00
COMMODITIES	-	-	-	-	-
CAPITAL OUTLAY	-	-	5,290,910.00	4,072,385.00	1,487,200.00
TOTAL CAPITAL PROJECTS FUND EXPENDITURES	-	66,987.50	5,621,390.00	4,341,695.00	1,502,200.00

HIGHLIGHTS OF INCLUSIONS IN THE FY20 BUDGET:	AMOUNT
• CONTRACTED SERVICES: ENGINEERING FOR PHASE #2 OF THE DOWNTOWN STREETSCAPE PROJECT	\$ 15,000.00
• CAPITAL OUTLAY: CONSTRUCTION OF PHASE #2 OF THE DOWNTOWN STREETSCAPE PROJECT	\$ 240,000.00
TOTAL	\$ 255,000.00

PUBLIC WORKS (CAPITAL PROJECTS) COMBINED EXPENDITURES

CAPITAL PROJECTS FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
Personnel	-	-	-	-	-
Operation and Maintenance	-	-	-	-	-
PROFESSIONAL SERVICES	-	66,987.50	330,480.00	269,310.00	15,000.00
Contractual Services	-	66,987.50	330,480.00	269,310.00	15,000.00
Insurance	-	-	-	-	-
Office and Administrative	-	-	-	-	-
CAPITAL IMPROVEMENT PROJECTS	-	-	4,497,410.00	3,452,775.00	1,487,200.00
Capital Improvement Projects	-	-	4,497,410.00	3,452,775.00	1,487,200.00
Other Expenses	-	-	-	-	-
Debt - Principal	-	-	-	-	-
Debt - Interest	-	-	-	-	-
TRANSFERS OUT	-	-	793,500.00	619,610.00	-
Transfers Out	-	-	793,500.00	619,610.00	-
TOTAL CAPITAL PROJECTS FUND	-	66,987.50	5,621,390.00	4,341,695.00	1,502,200.00

CAPITAL IMPROVEMENT SALES TAX FUND FY20 SNAPSHOT

FY20 OPERATING BUDGET		
BUDGETED FY20 OPERATING REVENUE, BY SOURCE		
TRANSFERS IN	475,080	
TOTAL BUDGETED FY20 OPERATING REVENUE		475,080
BUDGETED FY20 OPERATING EXPENDITURES, BY DEPARTMENT		
TRANSFERS OUT	556,280	
TOTAL BUDGETED FY20 OPERATING EXPENDITURES, BY DEPARTMENT		556,280
REVENUE OVER/(UNDER) EXPENDITURES IN FY20 OPERATING BUDGET		(81,200)
OVERALL CASH OUTLOOK		
PROJECTED BEGINNING TOTAL FUND BALANCE ON NOVEMBER 1, 2019		305,790
PLUS/(MINUS) OPERATING REVENUE OVER/(UNDER) OPERATING EXPENDITURES <a href="#">[DETAIL ABOVE]</a>		(81,200)
EQUALS PROJECTED ENDING EXCESS CASH REMAINING ON OCTOBER 31, 2020		224,590
CHANGE IN TOTAL FUND BALANCE FROM NOVEMBER 1, 2019 TO OCTOBER 31, 2020		(81,200)

CAPITAL IMPROVEMENT SALES TAX FUND HISTORY

TOTAL REVENUES, BY SOURCE	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
TRANSFERS IN	-	-	465,430.00	433,210.00	475,080.00
TOTAL REVENUES	-	-	465,430.00	433,210.00	475,080.00

TOTAL EXPENDITURES, BY DEPARTMENT	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PUBLIC WORKS - STREETS	-	-	127,420.00	127,420.00	556,280.00
TOTAL EXPENDITURES	-	-	127,420.00	127,420.00	556,280.00

REVENUE OVER/(UNDER) EXPENDITURES	-	-	338,010.00	305,790.00	(81,200.00)
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PUBLIC WORKS (CAPITAL IMPROVEMENT SALES TAX)

CAP. IMP. SALES TAX FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	-	-	-	-	-
CONTRACTED SERVICES	-	-	-	-	-
COMMODITIES	-	-	127,420.00	127,420.00	556,280.00
CAPITAL OUTLAY	-	-	-	-	-
TOTAL CAP. IMP. SALES TAX FUND EXPENDITURES	-	-	127,420.00	127,420.00	556,280.00

HIGHLIGHTS OF INCLUSIONS IN THE FY20 BUDGET:	AMOUNT
• COMMODITIES: PRINCIPAL + INTEREST PAYMENTS FOR FY20 G/O BOND PAYMENTS TRANSFERRED TO DEBT SERVICE FUND	\$ 399,270.00
• COMMODITIES: PRINCIPAL + INTEREST PAYMENTS FOR FIRST FY21 G/O BOND PAYMENT TRANSFERRED TO DEBT SERVICE FUND	\$ 157,010.00
TOTAL	\$ 556,280.00

PUBLIC WORKS (CAPITAL IMPROVEMENT SALES TAX) COMBINED EXPENSE

CAP. IMP. SALES TAX FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
Personnel	-	-	-	-	-
Operation and Maintenance	-	-	-	-	-
Contractual Services	-	-	-	-	-
Insurance	-	-	-	-	-
Office and Administrative	-	-	-	-	-
Capital Improvement Projects	-	-	-	-	-
Other Expenses	-	-	-	-	-
Debt - Principal	-	-	-	-	-
Debt - Interest	-	-	-	-	-
TRANSFERS OUT	-	-	127,420.00	127,420.00	556,280.00
Transfers Out	-	-	127,420.00	127,420.00	556,280.00
TOTAL CAP. IMP. SALES TAX FUND	-	-	127,420.00	127,420.00	556,280.00



DEBT SERVICE FUND FY20 SNAPSHOT

FY20 OPERATING BUDGET		
BUDGETED FY20 OPERATING REVENUE, BY SOURCE		
TRANSFERS IN	556,280	
TOTAL BUDGETED FY20 OPERATING REVENUE		556,280
BUDGETED FY20 OPERATING EXPENDITURES, BY DEPARTMENT		
FINANCE	325,020	
TOTAL BUDGETED FY20 OPERATING EXPENDITURES, BY DEPARTMENT		325,020
REVENUE OVER/(UNDER) EXPENDITURES IN FY20 OPERATING BUDGET		231,260
TOTAL FY20 OPERATING + ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES		231,260
OVERALL CASH OUTLOOK		
PROJECTED BEGINNING TOTAL FUND BALANCE ON NOVEMBER 1, 2019		-
PLUS/(MINUS) OPERATING REVENUE OVER/(UNDER) OPERATING EXPENDITURES <a href="#">[DETAIL ABOVE]</a>		231,260
EQUALS PROJECTED ENDING EXCESS CASH REMAINING ON OCTOBER 31, 2020		231,260
CHANGE IN TOTAL FUND BALANCE FROM NOVEMBER 1, 2019 TO OCTOBER 31, 2020		231,260

DEBT SERVICE FUND HISTORY

TOTAL REVENUES, BY SOURCE	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
DEBT ISSUED	-	-	-	-	-
TRANSFERS IN	-	-	127,420.00	127,420.00	556,280.00
TOTAL REVENUES	-	-	127,420.00	127,420.00	556,280.00

TOTAL EXPENDITURES, BY DEPARTMENT	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
FINANCE	-	-	127,420.00	127,420.00	325,020.00
TOTAL EXPENDITURES	-	-	127,420.00	127,420.00	325,020.00

REVENUE OVER/(UNDER) EXPENDITURES	-	-	-	-	231,260.00
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FINANCE (DEBT SERVICE)

DEBT SERVICE FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	-	-	-	-	-
CONTRACTED SERVICES	-	-	-	-	-
COMMODITIES	-	-	127,420.00	127,420.00	325,020.00
CAPITAL OUTLAY	-	-	-	-	-
TOTAL DEBT SERVICE FUND EXPENDITURES	-	-	127,420.00	127,420.00	325,020.00

HIGHLIGHTS OF INCLUSIONS IN THE FY20BUDGET:	AMOUNT
• COMMODITIES: PRINCIPAL + INTEREST PAYMENTS FOR G/O BOND	\$ 325,020.00
TOTAL	\$ 325,020.00

FINANCE (DEBT SERVICE) COMBINED EXPENDITURES

DEBT SERVICE FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
Personnel	-	-	-	-	-
Operation and Maintenance	-	-	-	-	-
Contractual Services	-	-	-	-	-
Insurance	-	-	-	-	-
Office and Administrative	-	-	-	-	-
Capital Improvement Projects	-	-	-	-	-
Other Expenses	-	-	-	-	-
LEASE PAYMENTS	-	-	-	-	120,000.00
Debt - Principal	-	-	-	-	120,000.00
INTEREST	-	-	127,420.00	127,420.00	205,020.00
Debt - Interest	-	-	127,420.00	127,420.00	205,020.00
Transfers Out	-	-	-	-	-
TOTAL DEBT SERVICE FUND	-	-	127,420.00	127,420.00	325,020.00

TRANSPORTATION SALES TAX FUND FY20 SNAPSHOT

FY20 OPERATING BUDGET

BUDGETED FY20 OPERATING REVENUE, BY SOURCE		
SALES AND USE TAX	475,080	
TOTAL BUDGETED FY20 OPERATING REVENUE		475,080

BUDGETED FY20 OPERATING EXPENDITURES, BY DEPARTMENT		
PUBLIC WORKS - STREETS	380,000	
TOTAL BUDGETED FY20 OPERATING EXPENDITURES, BY DEPARTMENT		380,000

REVENUE OVER/(UNDER) EXPENDITURES IN FY20 OPERATING BUDGET		95,080
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OVERALL CASH OUTLOOK

PROJECTED BEGINNING TOTAL FUND BALANCE ON NOVEMBER 1, 2019		256,769
PLUS/(MINUS) OPERATING REVENUE OVER/(UNDER) OPERATING EXPENDITURES <a href="#">[DETAIL ABOVE]</a>		95,080
EQUALS PROJECTED ENDING EXCESS CASH REMAINING ON OCTOBER 31, 2020		351,849
CHANGE IN TOTAL FUND BALANCE FROM NOVEMBER 1, 2019 TO OCTOBER 31, 2020		95,080

TRANSPORTATION SALES TAX FUND HISTORY

TOTAL REVENUES, BY SOURCE	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
TRANSFERS IN	469,889.61	476,958.13	465,430.00	467,380.00	475,080.00
TOTAL REVENUES	469,889.61	476,958.13	465,430.00	467,380.00	475,080.00

TOTAL EXPENDITURES, BY DEPARTMENT	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PUBLIC WORKS - STREETS	395,453.93	613,806.82	611,880.00	514,130.00	380,000.00
TOTAL EXPENDITURES	395,453.93	613,806.82	611,880.00	514,130.00	380,000.00

REVENUE OVER/(UNDER) EXPENDITURES	74,435.68	(136,848.69)	(146,450.00)	(46,750.00)	95,080.00
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PUBLIC WORKS (TRANSPORTATION SALES TAX)

TRANSP. SALES TAX FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	-	-	-	-	-
CONTRACTED SERVICES	-	38,276.00	40,000.00	29,270.00	90,610.00
COMMODITIES	395,453.93	285,993.57	527,810.00	476,860.00	281,390.00
CAPITAL OUTLAY	-	289,537.25	44,070.00	8,000.00	8,000.00
TOTAL TRANSP. SALES TAX FUND EXPENDITURES	395,453.93	613,806.82	611,880.00	514,130.00	380,000.00

FY17 CONTAINS \$362K IN **COMMODITIES** FOR THE 2017 ASPHALT OVERLAY PROJECT.

FY18 CONTAINS \$199K IN **COMMODITIES** FOR THE 2018 ASPHALT OVERLAY PROJECT. FY18 ALSO CONTAINS \$8K IN **CAPITAL OUTLAY** FOR A ONE-YEAR LEASE FOR A UNILOADER, \$46K IN **CAPITAL OUTLAY** FOR THE PURCHASE OF A NEW VEHICLE (TRUCK WITH PLOW), AND \$38K IN **CAPITAL OUTLAY** FOR PAYMENT 1 OF 7 FOR THE STREET SWEEPER LEASE.

FY19 PROJECTIONS CONTAIN \$264K IN **COMMODITIES** FOR THE FY19 ASPHALT OVERLAY PROJECT AND \$61K IN **COMMODITIES** FOR THE MICROSURFACING OF THE DOWNTOWN STREETS.

HIGHLIGHTS OF INCLUSIONS IN THE FY20 BUDGET:	AMOUNT	
• CONTRACTED SERVICES: ENGINEERING GREYHAWKE ROUNDABOUT PROJECT	\$	60,000.00
• COMMODITIES: COMMERCIAL AVENUE SIDEWALK & STORM SEWER INLET REPAIRS	\$	10,000.00
• COMMODITIES: UNDETERMINED CURB & STORMWATER PROJECT	\$	200,000.00
	<hr/>	
TOTAL	\$	270,000.00

PUBLIC WORKS (TRANSPORTATION SALES TAX) COMBINED EXPENDITURE

TRANSP. SALES TAX FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
Personnel	-	-	-	-	-
REPAIRS & MAINTENANCE - BLDG	-	-	-	-	-
REPAIRS & MAINTENANCE - EQUIP	-	9,016.48	8,000.00	10,090.00	10,000.00
REPAIRS & MAINTENANCE - STREET	395,453.93	254,386.59	502,810.00	431,810.00	235,000.00
SUPPLIES - STREET SIGNS	-	-	-	-	-
FUEL	-	13,828.52	12,000.00	13,820.00	12,000.00
Operation and Maintenance	395,453.93	277,231.59	522,810.00	455,720.00	257,000.00
PROFESSIONAL SERVICES	-	-	40,000.00	-	60,000.00
LEASE PAYMENTS	-	38,276.00	-	29,270.00	30,610.00
Contractual Services	-	38,276.00	40,000.00	29,270.00	90,610.00
INSURANCE EXPENSE	-	-	-	-	-
Insurance	-	-	-	-	-
TOOLS & SUPPLIES	-	8,761.98	5,000.00	12,130.00	16,720.00
Office and Administrative	-	8,761.98	5,000.00	12,130.00	16,720.00
CAPITAL EXPENDITURES - EQUIP	-	289,537.25	44,070.00	8,000.00	8,000.00
Capital Improvement Projects	-	289,537.25	44,070.00	8,000.00	8,000.00
Other Expenses	-	-	-	-	-
Debt - Principal	-	-	-	-	-
INTEREST EXPENSE	-	-	-	9,010.00	7,670.00
Debt - Interest	-	-	-	9,010.00	7,670.00
Transfers Out	-	-	-	-	-
TOTAL TRANSP. SALES TAX FUND	395,453.93	613,806.82	611,880.00	514,130.00	380,000.00

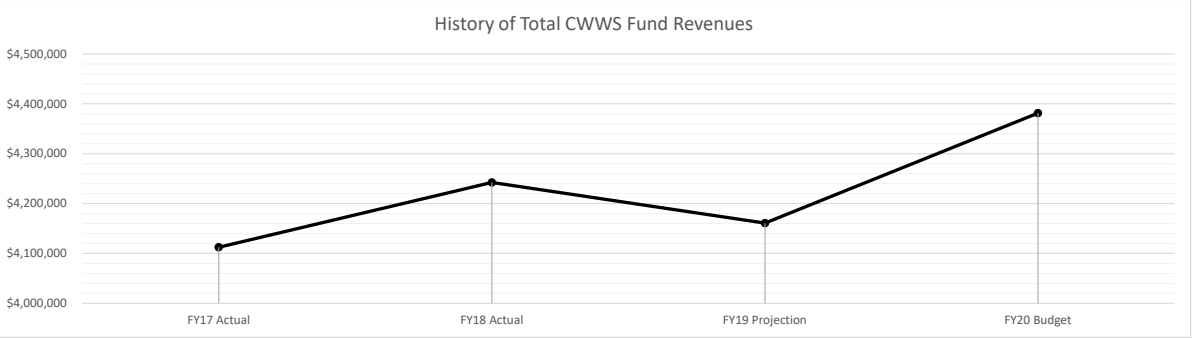


CWWS FUND FY20 SNAPSHOT

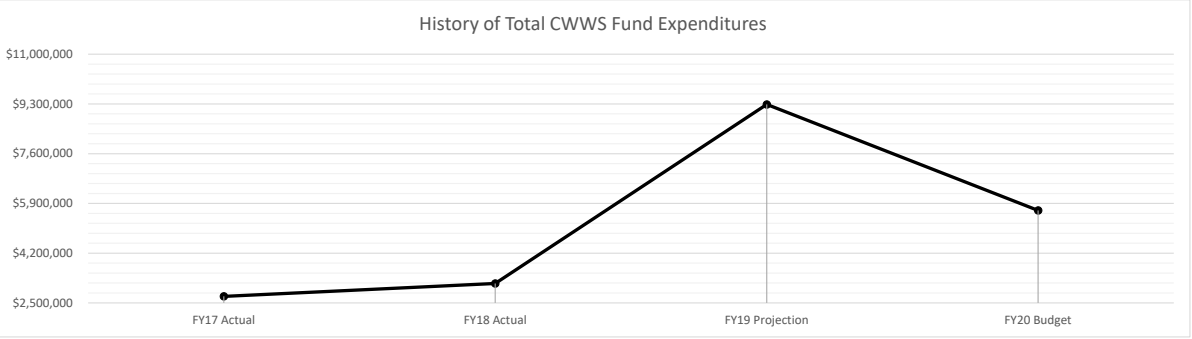
FY20 OPERATING BUDGET	
BUDGETED FY20 OPERATING REVENUE, BY SOURCE	
CHARGES FOR SERVICES	3,710,960
OTHER REVENUE	-
DEBT ISSUED	38,730
TRANSFERS IN	-
TOTAL BUDGETED FY20 OPERATING REVENUE	3,749,690
BUDGETED FY20 OPERATING EXPENDITURES, BY DEPARTMENT	
PUBLIC WORKS - UTILITIES	3,113,530
TOTAL BUDGETED FY20 OPERATING EXPENDITURES, BY DEPARTMENT	3,113,530
REVENUE OVER/(UNDER) EXPENDITURES IN FY20 OPERATING BUDGET	636,160
FY20 ONE-TIME & CAPITAL IMPROVEMENT BUDGET	
BUDGETED FY20 ONE-TIME REVENUE, BY ITEM	
NONE	-
TOTAL BUDGETED FY20 ONE-TIME REVENUE	-
BUDGETED FY20 ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES, BY ITEM	
IMPLEMENTATION OF SEWER SLIPLINE PROGRAM	200,000
WASTEWATER MASTER PLAN UPDATE	150,000
ENGINEERING VALVE BOX & RAW WATER PUMP STATION PROJECT	75,000
ENGINEERING MAIN STREET WATERLINE PROJECT	72,820
ENGINEERING RIVER CROSSING WATERLINE PROJECT	92,200
ENGINEERING 144th STREET PUMP STATION PROJECT PROJECT	100,000
CONSTRUCTION OF 144th STREET PUMP STATION PROJECT	750,000
TOTAL BUDGETED FY20 ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES	1,440,020
REVENUE OVER/(UNDER) EXPENDITURES IN FY20 ONE-TIME & CAPITAL IMPROVEMENT BUDGET	(1,440,020)
FY20 IMPACT PROJECTS BUDGET	
BUDGETED FY20 IMPACT FEE REVENUE, BY ITEM	
WATER & WASTEWATER IMPACT FEES	631,710
TOTAL BUDGETED FY20 ONE-TIME REVENUE	631,710
BUDGETED FY20 ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES, BY ITEM	
CONSTRUCTION OF MAIN STREET WATERLINE PROJECT	849,300
CONSTRUCTION OF BRISTOL, WOODLAND, AND HAWTHORNE SEWER PROJECT	260,000
TOTAL BUDGETED FY20 ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES	1,109,300
REVENUE OVER/(UNDER) EXPENDITURES IN FY20 ONE-TIME & CAPITAL IMPROVEMENT BUDGET	(477,590)
TOTAL FY20 OPERATING + ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES	5,662,850
OVERALL CASH OUTLOOK	
PROJECTED BEGINNING TOTAL FUND BALANCE ON NOVEMBER 1, 2019	4,949,253
(MINUS) CASH BALANCE RESTRICTED TO SATISFY 20% POLICY-REQUIRED RESERVE	(622,706)
EQUALS PROJECTED REMAINING EXCESS CASH AVAILABLE ON NOVEMBER 1, 2019	4,326,547
PLUS/(MINUS) OPERATING REVENUE OVER/(UNDER) OPERATING EXPENDITURES [DETAIL ABOVE]	636,160
PLUS/(MINUS) ONE-TIME REVENUE OVER/(UNDER) ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES [DETAIL ABOVE]	(1,440,020)
PLUS/(MINUS) IMPACT FEE REVENUE OVER/(UNDER) IMPACT PROJECT EXPENDITURES [DETAIL ABOVE]	(477,590)
EQUALS PROJECTED ENDING EXCESS CASH REMAINING ON OCTOBER 31, 2020	3,045,097
PLUS CASH BALANCE RESTRICTED TO SATISFY 40% POLICY-REQUIRED RESERVE	622,706
PROJECTED ENDING TOTAL FUND BALANCE ON OCTOBER 31, 2020	3,667,803
CHANGE IN TOTAL FUND BALANCE FROM NOVEMBER 1, 2019 TO OCTOBER 31, 2020	(1,281,450)

CWWS FUND HISTORY

*Note: Figures represented in the graphs and tables below represent total combined revenues (operating + one-time) and total combined expenditures (operating + one-time + capital improvement items).*



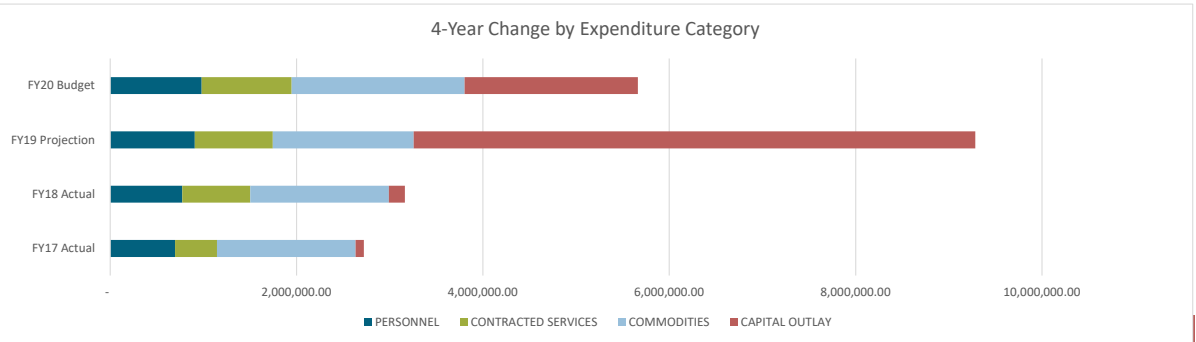
TOTAL REVENUES, BY SOURCE	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
CHARGES FOR SERVICES	3,338,595.64	3,657,681.81	3,403,180.00	3,520,960.00	3,710,960.00
WATER & WASTEWATER IMPACT FEES	669,412.00	528,074.00	557,080.00	601,640.00	631,710.00
OTHER REVENUE	66,685.87	4,578.83	1,000.00	70.00	-
DEBT ISSUED	37,723.15	52,192.84	5,713,710.00	38,330.00	38,730.00
TRANSFERS IN	-	-	-	-	-
TOTAL REVENUES	4,112,416.66	4,242,527.48	9,674,970.00	4,161,000.00	4,381,400.00



TOTAL EXPENDITURES, BY DEPARTMENT	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PUBLIC WORKS - UTILITIES	2,722,508.16	3,162,852.87	10,587,030.00	9,283,870.00	5,662,850.00
TOTAL EXPENDITURES	2,722,508.16	3,162,852.87	10,587,030.00	9,283,870.00	5,662,850.00

REVENUE OVER/(UNDER) EXPENDITURES	1,389,908.50	1,079,674.61	(912,060.00)	(5,122,870.00)	(1,281,450.00)
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# CWWS FUND COMBINED EXPENDITURE DETAIL



PERSONNEL	FY17 Actual	FY18 Actual	FY19 Projection	FY20 Budget	% ▲
FULL-TIME SALARIES & WAGES	528,494.53	582,369.59	643,990.00	717,380.00	11%
OVERTIME	10,808.22	15,107.12	24,000.00	18,000.00	-25%
SOCIAL SECURITY & MEDICARE	39,636.82	43,779.43	50,280.00	56,260.00	12%
MEDICAL & LIFE INSURANCE	60,914.56	68,787.67	72,850.00	81,680.00	12%
WORKER'S COMPENSATION	-	-	36,120.00	31,310.00	-13%
LAGERS RETIREMENT	48,875.27	55,931.19	68,560.00	66,920.00	-2%
EMPLOYEE UNIFORMS	7,395.52	7,770.42	12,000.00	10,000.00	-17%
TOTAL PERSONNEL	696,124.92	773,745.42	907,800.00	981,550.00	8%

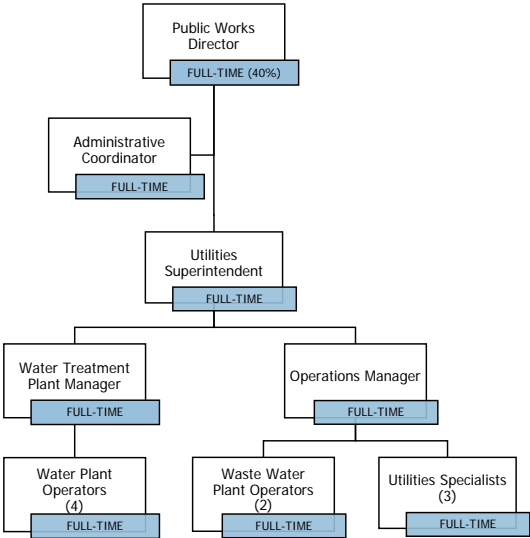
CONTRACTED SERVICES	FY17 Actual	FY18 Actual	FY19 Projection	FY20 Budget	% ▲
GENERAL CONTRACTED SERVICES	343,721.84	565,840.95	436,070.00	542,130.00	24%
LEASE PAYMENTS - COPs	19,746.05	71,286.83	311,740.00	330,590.00	6%
WASTEWATER TREATMENT SERVICE	85,656.00	91,582.20	89,240.00	93,530.00	5%
TOTAL CONTRACTED SERVICES	449,123.89	728,709.98	837,050.00	966,250.00	15%

COMMODITIES	FY17 Actual	FY18 Actual	FY19 Projection	FY20 Budget	% ▲
REPAIRS & MAINTENANCE - BUILDINGS	-	1,396.92	-	-	no ▲
REPAIRS & MAINTENANCE - WATER PLANT	64,856.34	53,328.17	112,940.00	50,000.00	-56%
REPAIRS & MAINTENANCE - WASTEWATER PLANT	118,220.76	76,991.80	139,820.00	125,000.00	-11%
REPAIRS & MAINTENANCE - WATER LINES	56,669.39	43,108.21	44,310.00	54,740.00	24%
REPAIRS & MAINTENANCE - WATER TOWERS	55,733.04	14,339.96	56,470.00	107,650.00	91%
REPAIRS & MAINTENANCE - SEWER LINES	15,533.89	25,384.45	103,010.00	305,000.00	196%
REPAIRS & MAINTENANCE - EQUIPMENT	3,544.79	6,995.77	4,780.00	6,550.00	37%
REPAIRS & MAINTENANCE - VEHICLES	6,411.32	4,003.17	9,850.00	10,000.00	2%
REPAIRS & MAINTENANCE - SOFTWARE	95.00	-	2,850.00	14,630.00	413%
ELECTRICITY	208,760.38	203,204.67	210,000.00	270,000.00	29%
PROPANE	1,484.45	1,841.75	5,540.00	10,790.00	95%
TELEPHONE & INTERNET	12,060.20	11,294.96	14,870.00	12,260.00	-18%
MOBILE COMMUNICATIONS	5,846.56	6,520.00	7,870.00	9,210.00	17%
TOOLS & SUPPLIES	32,762.71	7,557.74	35,960.00	32,500.00	-10%
SUPPLIES - CONNECTIONS	75,760.85	80,994.07	92,880.00	109,790.00	18%
SUPPLIES - LABORATORY	16,585.71	20,934.94	17,970.00	20,000.00	11%
SUPPLIES - WATER CHEMICALS	121,940.99	140,610.27	123,520.00	125,000.00	1%
SUPPLIES - WASTEWATER CHEMICALS	7,428.44	9,013.47	16,410.00	15,000.00	-9%
FUEL	12,305.92	16,333.78	18,440.00	21,000.00	14%
PROPERTY & CASUALTY INSURANCE	58,190.02	61,766.57	48,440.00	47,600.00	-2%
TRAINING & TRAVEL	813.75	2,769.07	3,000.00	3,000.00	no ▲
OFFICE SUPPLIES	3,766.81	1,525.84	4,720.00	4,500.00	-5%
POSTAGE	1,955.31	2,498.37	1,250.00	1,500.00	20%
ADVERTISING	-	-	-	-	no ▲
BANK CHARGES	6,110.00	2,750.00	3,860.00	2,000.00	-48%
MEMBERSHIPS	-	-	-	380.00	100%
INTEREST - COPs	132,329.43	144,974.99	333,480.00	313,130.00	-6%
DEPRECIATION EXPENSE	459,494.00	495,837.00	-	-	no ▲
MISCELLANEOUS EXPENSE	8,485.38	108.24	-	-	no ▲
TRANSFERS TO OTHER FUNDS	-	51,395.24	99,730.00	184,520.00	85%
TOTAL COMMODITIES	1,487,145.44	1,487,479.42	1,511,970.00	1,855,750.00	23%

CAPITAL OUTLAY	FY17 Actual	FY18 Actual	FY19 Projection	FY20 Budget	% ▲
CAPITAL EXPENDITURES - BUILDINGS	-	17,901.95	-	-	no ▲
CAPITAL EXPENDITURES - WATER PLANT	17,473.87	3,760.33	75,000.00	-	-100%
CAPITAL EXPENDITURES - WASTEWATER PLANT	-	-	-	-	no ▲
CAPITAL EXPENDITURES - LINES	26,783.85	151,136.78	-	-	no ▲
CAPITAL EXPENDITURES - WATER TOWERS	-	-	-	-	no ▲
CAPITAL EXPENDITURES - EQUIPMENT	-	-	65,000.00	-	-100%
CAPITAL EXPENDITURES - VEHICLES	11.00	-	60,000.00	-	-100%
CAPITAL EXPENDITURES - HARDWARE	-	-	-	-	no ▲
CAPITAL EXPENDITURES - SOFTWARE	-	-	-	-	no ▲
CAPITAL PROJECTS	24,962.19	(1.01)	5,827,050.00	750,000.00	-87%
WATER IMPACT PROJECTS	-	120.00	-	849,300.00	100%
WASTEWATER IMPACT PROJECTS	20,883.00	-	-	260,000.00	100%
TOTAL CAPITAL OUTLAY	90,113.91	172,918.05	6,027,050.00	1,859,300.00	-69%

TOTAL EXPENDITURES	2,722,508.16	3,162,852.87	9,283,870.00	5,662,850.00	-39%
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PUBLIC WORKS - UTILITIES



PERSONNEL HISTORY	FY17	FY18	FY19	FY20 Budget
PUBLIC WORKS DIRECTOR	-	-	-	0.40
UTILITIES SUPERINTENDENT	1.00	1.00	1.00	1.00
ADMINISTRATIVE COORDINATOR	1.00	1.00	1.00	1.00
WATER TREATMENT PLANT MANAGER	1.00	1.00	1.00	1.00
WATER PLANT OPERATOR V	2.00	2.00	2.00	2.00
WATER PLANT OPERATOR IV	-	-	-	-
WATER PLANT OPERATOR III	2.00	2.00	2.00	2.00
WATER PLANT OPERATOR II	-	-	-	-
WATER PLANT OPERATOR I	-	-	-	-
OPERATIONS MANAGER	1.00	1.00	1.00	1.00
WASTE WATER PLANT OPERATOR V	-	-	-	-
WASTE WATER PLANT OPERATOR IV	-	-	-	-
WASTE WATER PLANT OPERATOR III	-	-	-	-
WASTE WATER PLANT OPERATOR II	-	-	-	-
WASTE WATER PLANT OPERATOR I	2.00	2.00	2.00	2.00
UTILITIES SPECIALIST V	-	-	-	-
UTILITIES SPECIALIST IV	1.00	1.00	1.00	1.00
UTILITIES SPECIALIST III	1.00	1.00	1.00	1.00
UTILITIES SPECIALIST II	-	-	-	-
UTILITIES SPECIALIST I	1.00	1.00	1.00	1.00
TOTAL	13.00	13.00	13.00	13.40

PERFORMANCE BENCHMARKS (as of July 31, 2019)	FY19	FY20 GOAL
PERCENTAGE OF UTILITY WORK ORDERS COMPLETED WITHIN ONE BUSINESS DAY	100%	> 85%
PERCENTAGE OF UTILITY LOCATES COMPLETED WITHIN REQUIRED TIMEFRAME	99%	> 97%
NUMBER OF VIOLATIONS IN DRINKING WATER REGULATIONS AS REPORTED IN ANNUAL CCR	0	0
* SURVEY * CITIZEN SATISFACTION WITH OVERALL QUALITY OF WATER SERVICE	53%	> 80%

CWWS FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	696,124.92	773,745.42	907,020.00	907,800.00	981,550.00
CONTRACTED SERVICES	449,123.89	728,709.98	1,052,650.00	837,050.00	966,250.00
COMMODITIES	1,487,145.44	1,487,479.42	1,511,860.00	1,511,970.00	1,855,750.00
CAPITAL OUTLAY	90,113.91	172,918.05	7,115,500.00	6,027,050.00	1,859,300.00
TOTAL CWWS FUND EXPENDITURES	2,722,508.16	3,162,852.87	10,587,030.00	9,283,870.00	5,662,850.00

FY17 CONTAINS \$209K IN **CONTRACTED SERVICES** FOR ENGINEERING FOR THE PUMP STATION, HOLDING TANK, AND INTERCEPTOR PROJECT, \$26K IN **CONTRACTED SERVICES** FOR ENGINEERING FOR THE 188TH STREET WATERLINE PROJECT, AND \$46K IN **CONTRACTED SERVICES** FOR THE WATER MASTER PLAN.

FY18 CONTAINS \$326K IN **CONTRACTED SERVICES** FOR ENGINEERING FOR THE BRIDGE STREET AND ROUTE DD WATERLINE AND INFLUENT PUMP STATION, HOLDING TANK, AND INTERCEPTOR PROJECTS. FY18 ALSO CONTAINS \$145K IN CAPITAL OUTLAY FOR CONSTRUCTION OF THE BRIDGE STREET AND ROUTE DD WATERLINE PROJECT.

FY19 PROJECTIONS CONTAIN \$312K IN **CONTRACTED SERVICES** FOR ENGINEERING FOR THE INFLUENT PUMP STATION, HOLDING TANK, AND INTERCEPTOR, MAIN STREET WATERLINE, AND 144th STREET PUMP STATION PROJECTS. FY19 PROJECTIONS ALSO CONTAIN \$5.665MM IN **CAPITAL OUTLAY** FOR THE INFLUENT PUMP STATION, HOLDING TANK, AND INTERCEPTOR PROJECT.

HIGHLIGHTS OF INCLUSIONS IN THE FY20 BUDGET:	AMOUNT
• PERSONNEL: 40% SALARY AND BENEFITS FOR NEW PUBLIC WORKS DIRECTOR POSITION	\$ 37,000.00
• CONTRACTED SERVICES: ENGINEERING FOR VALVE BOX & RAW WATER PUMP STATION PROJECT	\$ 75,000.00
• CONTRACTED SERVICES: ENGINEERING FOR MAIN STREET WATERLINE PROJECT	\$ 72,820.00
• CONTRACTED SERVICES: ENGINEERING FOR RIVER CROSSING WATERLINE PROJECT	\$ 92,200.00
• CONTRACTED SERVICES: ENGINEERING FOR 144th STREET PUMP STATION PROJECT	\$ 100,000.00
• CONTRACTED SERVICES: WASTEWATER MASTER PLAN UPDATE	\$ 150,000.00
• COMMODITIES: IMPLEMENTATION OF SEWER SLIPLINE PROGRAM	\$ 200,000.00
• CAPITAL OUTLAY: CONSTRUCTION OF BRISTOL, WOODLAND, AND HAWTHORNE SEWER PROJECT	\$ 260,000.00
• CAPITAL OUTLAY: CONSTRUCTION OF MAIN STREET WATERLINE PROJECT	\$ 849,300.00
• CAPITAL OUTLAY: CONSTRUCTION OF 144th STREET PUMP STATION PROJECT	\$ 750,000.00
TOTAL	\$ 2,586,320.00

PUBLIC WORKS - UTILITIES COMBINED EXPENDITURES

CWWS FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
SALARIES & WAGES	528,494.53	582,369.59	642,580.00	643,990.00	717,380.00
OVERTIME WAGES	10,808.22	15,107.12	24,000.00	24,000.00	18,000.00
FICA EXPENSE	39,636.82	43,779.43	51,000.00	50,280.00	56,260.00
EMPLOYEE BENEFITS	60,914.56	68,787.67	80,660.00	72,850.00	81,680.00
WORKER'S COMPENSATION	-	-	36,120.00	36,120.00	31,310.00
RETIREMENT EXPENSE	48,875.27	55,931.19	60,660.00	68,560.00	66,920.00
UNIFORM EXPENSE	7,395.52	7,770.42	12,000.00	12,000.00	10,000.00
Personnel	696,124.92	773,745.42	907,020.00	907,800.00	981,550.00
repairs & maintenace - bldg	-	1,396.92	-	-	-
REPAIRS & MAINTENANCE - EQUIP	3,544.79	6,995.77	5,570.00	4,780.00	6,550.00
REPAIRS & MAINTENCE- VEHICLES	6,411.32	4,003.17	10,000.00	9,850.00	10,000.00
REPAIRS & MAINT - WATER LINES	56,669.39	43,108.21	55,000.00	44,310.00	54,740.00
REPAIRS & MAINT - SEWER LINES	15,533.89	25,384.45	105,000.00	103,010.00	305,000.00
REPAIRS & MAINT - WATER PLANT	64,856.34	53,328.17	115,000.00	112,940.00	50,000.00
REPAIRS & MAINT - WW PLANT	118,220.76	76,991.80	125,000.00	139,820.00	125,000.00
REPAIRS & MAINT - SOFTWARE	95.00	-	2,840.00	2,850.00	14,630.00
REPAIRS & MAINT - WATER TOWERS	55,733.04	14,339.96	103,240.00	56,470.00	107,650.00
ELECTRICITY	208,760.38	203,204.67	210,000.00	210,000.00	270,000.00
PROPANE	1,484.45	1,841.75	5,400.00	5,540.00	10,790.00
TELEPHONE/INTERNET	12,060.20	11,294.96	11,770.00	14,870.00	12,260.00
MOBILE COMMUNICATIONS	5,846.56	6,520.00	7,380.00	7,870.00	9,210.00
TOOLS & SUPPLIES	32,762.71	7,557.74	30,000.00	35,960.00	32,500.00
SUPPLIES - CONNECTIONS	75,760.85	80,994.07	94,500.00	92,880.00	109,790.00
SUPPLIES - LAB	16,585.71	20,934.94	20,000.00	17,970.00	20,000.00
SUPPLIES - CHEMICALS	121,940.99	140,610.27	125,000.00	123,520.00	125,000.00
SUPPLIES - WW CHEMICALS	7,428.44	9,013.47	10,000.00	16,410.00	15,000.00
FUEL	12,305.92	16,333.78	24,000.00	18,440.00	21,000.00
Operation and Maintenance	816,000.74	723,854.10	1,059,700.00	1,017,490.00	1,299,120.00
PROFESSIONAL SERVICES	343,721.84	565,840.95	607,280.00	436,070.00	542,130.00
LEASE EXPENSE	19,746.05	71,286.83	355,730.00	311,740.00	330,590.00
WASTEWATER TREATMENT SERVICE	85,656.00	91,582.20	89,640.00	89,240.00	93,530.00
Contractual Services	449,123.89	728,709.98	1,052,650.00	837,050.00	966,250.00
INSURANCE EXPENSE	58,190.02	61,766.57	48,440.00	48,440.00	47,600.00
Insurance	58,190.02	61,766.57	48,440.00	48,440.00	47,600.00
TRAINING & TRAVEL EXPENSE	813.75	2,769.07	3,000.00	3,000.00	3,000.00
OFFICE SUPPLIES	3,766.81	1,525.84	4,500.00	4,720.00	4,500.00
POSTAGE	1,955.31	2,498.37	1,500.00	1,250.00	1,500.00
ADVERTISING	-	-	-	-	-
BANK CHARGES	6,110.00	2,750.00	4,500.00	3,860.00	2,000.00
MEMBERSHIPS & SUBSCRIPTIONS	-	-	-	-	380.00
Office and Administrative	12,645.87	9,543.28	13,500.00	12,830.00	11,380.00
CAPITAL EXPENDITURES - EQUIP	-	-	65,000.00	65,000.00	-
CAPITAL EXPENDITURES - VEHICLE	11.00	-	60,000.00	60,000.00	-
CAPITAL EXPENDITURES - SOFTWRE	-	-	-	-	-
CAPITAL EXPENDITURES - HRDWRE	-	-	-	-	-
CAPTIAL EXPENDITURES - TOWERS	-	-	-	-	-
CAPITAL EXPENDITURES - BLDG	-	17,901.95	-	-	-
CAPITAL EXPENDITURES - WATER P	17,473.87	3,760.33	175,000.00	75,000.00	-
CAPITAL EXPENDITURES - WW PLAN	-	-	-	-	-
CAPITAL EXPENDITURES - LINES	26,783.85	151,136.78	-	-	-
CAPITAL IMPROVEMENT PROJECTS	24,962.19	(1.01)	6,815,500.00	5,827,050.00	750,000.00
WATER IMPACT PROJECTS	-	120.00	-	-	849,300.00
WASTEWATER IMPACT PROJECTS	20,883.00	-	-	-	260,000.00
Capital Projects	90,113.91	172,918.05	7,115,500.00	6,027,050.00	1,859,300.00
AMORTIZATION EXPENSE	-	-	-	-	-
DEPRECIATION EXPENSE	459,494.00	495,837.00	-	-	-
MISCELLANEOUS EXPENSE	8,485.38	108.24	-	-	-
Other Expenses	467,979.38	495,945.24	-	-	-
Debt - Principal	-	-	-	-	-
INTEREST EXPENSE	132,329.43	144,974.99	294,140.00	333,480.00	313,130.00
Debt - Interest	132,329.43	144,974.99	294,140.00	333,480.00	313,130.00
TRANSFERS OUT	-	51,395.24	96,080.00	99,730.00	184,520.00
Transfers Out	-	51,395.24	96,080.00	99,730.00	184,520.00
TOTAL CWWS FUND	2,722,508.16	3,162,852.87	10,587,030.00	9,283,870.00	5,662,850.00

SANITATION FUND FY20 SNAPSHOT

FY20 OPERATING BUDGET		
BUDGETED FY20 OPERATING REVENUE, BY SOURCE		
CHARGES FOR SERVICES	840,360	
TOTAL BUDGETED FY20 OPERATING REVENUE		840,360
BUDGETED FY20 OPERATING EXPENDITURES, BY DEPARTMENT		
ADMINISTRATION	835,290	
TOTAL BUDGETED FY20 OPERATING EXPENDITURES, BY DEPARTMENT		835,290
REVENUE OVER/(UNDER) EXPENDITURES IN FY20 OPERATING BUDGET		5,070
TOTAL FY20 OPERATING + ONE-TIME & CAPITAL IMPROVEMENT PLAN EXPENDITURES		5,070
OVERALL CASH OUTLOOK		
PROJECTED BEGINNING TOTAL FUND BALANCE ON NOVEMBER 1, 2019		35,042
PLUS/(MINUS) OPERATING REVENUE OVER/(UNDER) OPERATING EXPENDITURES <a href="#">[DETAIL ABOVE]</a>		5,070
EQUALS PROJECTED ENDING EXCESS CASH REMAINING ON OCTOBER 31, 2020		40,112
CHANGE IN TOTAL FUND BALANCE FROM NOVEMBER 1, 2019 TO OCTOBER 31, 2020		5,070

SANITATION FUND HISTORY

TOTAL REVENUES, BY SOURCE	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
DEBT ISSUED	601,299.32	735,137.43	791,610.00	795,440.00	840,360.00
TRANSFERS IN	-	-	-	-	-
TOTAL REVENUES	601,299.32	735,137.43	791,610.00	795,440.00	840,360.00

TOTAL EXPENDITURES, BY DEPARTMENT	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
ADMINISTRATION	625,484.75	726,457.63	786,570.00	796,030.00	835,290.00
TOTAL EXPENDITURES	625,484.75	726,457.63	786,570.00	796,030.00	835,290.00

REVENUE OVER/(UNDER) EXPENDITURES	(24,185.43)	8,679.80	5,040.00	(590.00)	5,070.00
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ADMINISTRATION (SANITATION)

TRANSP. SALES TAX FUND EXPENDITURES	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
PERSONNEL	-	-	-	-	-
CONTRACTED SERVICES	-	-	-	-	-
COMMODITIES	625,484.75	726,457.63	786,570.00	796,030.00	835,290.00
CAPITAL OUTLAY	-	-	-	-	-
TOTAL TRANSP. SALES TAX FUND EXPENDITURES	625,484.75	726,457.63	786,570.00	796,030.00	835,290.00

FY17 BEGAN A NEW CONTRACT WITH A NEW VENDOR TO PROVIDE TRASH, RECYCLING, AND YARD WASTE COLLECTION. THIS CONTRACT WAS EFFECTIVE JANUARY 1, 2017.



ADMINISTRATION (SANITATION) COMBINED EXPENDITURES

TRANSP. SALES TAX FUND	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Projection	FY20 Budget
Personnel	-	-	-	-	-
SOLID WASTE SERVICES	608,117.13	716,529.88	776,070.00	785,540.00	824,290.00
recycling services	6,249.30	-	-	-	-
HOUSEHOLD HAZARDOUS WASTE	9,498.32	9,927.75	10,500.00	10,490.00	11,000.00
yard waste	1,620.00	-	-	-	-
advertising	-	-	-	-	-
Operation and Maintenance	625,484.75	726,457.63	786,570.00	796,030.00	835,290.00
Contractual Services	-	-	-	-	-
Insurance	-	-	-	-	-
Office and Administrative	-	-	-	-	-
Capital Improvement Projects	-	-	-	-	-
Other Expenses	-	-	-	-	-
Debt - Principal	-	-	-	-	-
Debt - Interest	-	-	-	-	-
transfers out	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTAL TRANSP. SALES TAX FUND	625,484.75	726,457.63	786,570.00	796,030.00	835,290.00

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

Recipient name and address:  <b>City of Smithville</b> <b>107 West Main Street</b> <b>Smithville, Missouri 64089-9384</b>	DUNS Number: <b>171037914</b>  Taxpayer Identification Number: <b>43-0810565</b>  Assistance Listing Number: 21.027
---	---

Sections 602(b) and 603(b) of the Social Security Act (the Act) as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) authorize the Department of the Treasury (Treasury) to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund.

Recipient hereby agrees, as a condition to receiving such payment from Treasury, to the terms attached hereto.

Recipient:

City of Smithville, Missouri

---

Authorized Representative:

Title:

Date signed:

U.S. Department of the Treasury:

---

Authorized Representative:

Title:

Date:

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 15 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS LOCAL FISCAL RECOVERY FUND  
AWARD TERMS AND CONDITIONS

1. Use of Funds.
  - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.
3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.
4. Maintenance of and Access to Records
  - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
  - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.
6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9. Compliance with Applicable Law and Regulations.

- a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
- b. Federal regulations applicable to this award include, without limitation, the following:
  - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
  - ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
  - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
  - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.
  - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
  - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
  - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
  - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
  - ix. Generally applicable federal environmental laws and regulations.
- c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
  - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

- ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
  - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
  - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
  - v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.
11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.
12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.
13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."
14. Debts Owed the Federal Government.
- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
  - b. Any debts determined to be owed the federal government must be paid promptly by

Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
  - i. A member of Congress or a representative of a committee of Congress;
  - ii. An Inspector General;
  - iii. The Government Accountability Office;
  - iv. A Treasury employee responsible for contract or grant oversight or management;
  - v. An authorized official of the Department of Justice or other law enforcement agency;
  - vi. A court or grand jury; or
  - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

## **ASSURANCES OF COMPLIANCE WITH CIVIL RIGHTS REQUIREMENTS**

### **ASSURANCES OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

As a condition of receipt of federal financial assistance from the Department of the Treasury, the recipient named below (hereinafter referred to as the “Recipient”) provides the assurances stated herein. The federal financial assistance may include federal grants, loans and contracts to provide assistance to the Recipient’s beneficiaries, the use or rent of Federal land or property at below market value, Federal training, a loan of Federal personnel, subsidies, and other arrangements with the intention of providing assistance. Federal financial assistance does not encompass contracts of guarantee or insurance, regulated programs, licenses, procurement contracts by the Federal government at market value, or programs that provide direct benefits.

The assurances apply to all federal financial assistance from or funds made available through the Department of the Treasury, including any assistance that the Recipient may request in the future.

The Civil Rights Restoration Act of 1987 provides that the provisions of the assurances apply to all of the operations of the Recipient’s program(s) and activity(ies), so long as any portion of the Recipient’s program(s) or activity(ies) is federally assisted in the manner prescribed above.

1. Recipient ensures its current and future compliance with Title VI of the Civil Rights Act of 1964, as amended, which prohibits exclusion from participation, denial of the benefits of, or subjection to discrimination under programs and activities receiving federal financial assistance, of any person in the United States on the ground of race, color, or national origin (42 U.S.C. § 2000d *et seq.*), as implemented by the Department of the Treasury Title VI regulations at 31 CFR Part 22 and other pertinent executive orders such as Executive Order 13166, directives, circulars, policies, memoranda, and/or guidance documents.
2. Recipient acknowledges that Executive Order 13166, “Improving Access to Services for Persons with Limited English Proficiency,” seeks to improve access to federally assisted programs and activities for individuals who, because of national origin, have Limited English proficiency (LEP). Recipient understands that denying a person access to its programs, services, and activities because of LEP is a form of national origin discrimination prohibited under Title VI of the Civil Rights Act of 1964 and the Department of the Treasury’s implementing regulations. Accordingly, Recipient shall initiate reasonable steps, or comply with the Department of the Treasury’s directives, to ensure that LEP persons have meaningful access to its programs, services, and activities. Recipient understands and agrees that meaningful access may entail providing language assistance services, including oral interpretation and written translation where necessary, to ensure effective communication in the Recipient’s programs, services, and activities.
3. Recipient agrees to consider the need for language services for LEP persons when Recipient develops applicable budgets and conducts programs, services, and activities. As a resource, the Department of the Treasury has published its LEP guidance at 70 FR 6067. For more information on taking reasonable steps to provide meaningful access for LEP persons, please visit <http://www.lep.gov>.

4. Recipient acknowledges and agrees that compliance with the assurances constitutes a condition of continued receipt of federal financial assistance and is binding upon Recipient and Recipient's successors, transferees, and assignees for the period in which such assistance is provided.
5. Recipient acknowledges and agrees that it must require any sub-grantees, contractors, subcontractors, successors, transferees, and assignees to comply with assurances 1-4 above, and agrees to incorporate the following language in every contract or agreement subject to Title VI and its regulations between the Recipient and the Recipient's sub-grantees, contractors, subcontractors, successors, transferees, and assignees:

*The sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.*

6. Recipient understands and agrees that if any real property or structure is provided or improved with the aid of federal financial assistance by the Department of the Treasury, this assurance obligates the Recipient, or in the case of a subsequent transfer, the transferee, for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is provided, this assurance obligates the Recipient for the period during which it retains ownership or possession of the property.
7. Recipient shall cooperate in any enforcement or compliance review activities by the Department of the Treasury of the aforementioned obligations. Enforcement may include investigation, arbitration, mediation, litigation, and monitoring of any settlement agreements that may result from these actions. The Recipient shall comply with information requests, on-site compliance reviews and reporting requirements.
8. Recipient shall maintain a complaint log and inform the Department of the Treasury of any complaints of discrimination on the grounds of race, color, or national origin, and limited English proficiency covered by Title VI of the Civil Rights Act of 1964 and implementing regulations and provide, upon request, a list of all such reviews or proceedings based on the complaint, pending or completed, including outcome. Recipient also must inform the Department of the Treasury if Recipient has received no complaints under Title VI.
9. Recipient must provide documentation of an administrative agency's or court's findings of non-compliance of Title VI and efforts to address the non-compliance, including any voluntary compliance or other



agreements between the Recipient and the administrative agency that made the finding. If the Recipient settles a case or matter alleging such discrimination, the Recipient must provide documentation of the settlement. If Recipient has not been the subject of any court or administrative agency finding of discrimination, please so state.

10. If the Recipient makes sub-awards to other agencies or other entities, the Recipient is responsible for ensuring that sub-recipients also comply with Title VI and other applicable authorities covered in this document. State agencies that make sub-awards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of sub-recipients.

The United States of America has the right to seek judicial enforcement of the terms of this assurances document and nothing in this document alters or limits the federal enforcement measures that the United States may take in order to address violations of this document or applicable federal law.

Under penalty of perjury, the undersigned official(s) certifies that official(s) has read and understood the Recipient's obligations as herein described, that any information submitted in conjunction with this assurances document is accurate and complete, and that the Recipient is in compliance with the aforementioned nondiscrimination requirements.

City of Smithville

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Recipient

---

Date

---

Signature of Authorized Official

#### PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 30 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.



STATE OF MISSOURI  
OFFICE OF ADMINISTRATION  
**VENDOR INPUT/ACH-EFT APPLICATION**

**\*REQUIRED FIELDS**

*NAME/ADDRESS AS SHOWN ON FEDERAL TAX RETURN CITY OF SMITHVILLE	*FEDERAL TAX ID NUMBER OR SOCIAL SECURITY NUMBER 43-0810565
107 WEST MAIN STREET	*TYPE OF ENTITY <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Individual <input type="checkbox"/> State Employee <input type="checkbox"/> Other _____
SMITHVILLE, MISSOURI 64089	DATE OF CHANGE
REMIT TO NAME/ADDRESS IF DIFFERENT THAN ABOVE	PREVIOUS FEDERAL TAX ID NUMBER OR SOCIAL SECURITY NUMBER
	PREVIOUS NAME
	PREVIOUS ADDRESS
	COMMENTS
PURCHASE ORDER NAME/ADDRESS IF DIFFERENT THAN ABOVE	

<b>TO BE COMPLETED BY FINANCIAL INSTITUTION</b>	
NAME/ADDRESS OF FINANCIAL INSTITUTION Central Bank of the Midwest 609 N M-291 Highway Lee's Summit MO 64063	
DEPOSITOR ROUTING NUMBER 101201892	
DEPOSITOR ACCOUNT NUMBER 430124524	
NAME ON ACCOUNT City of Smithville General Fund	
TYPE OF ACCOUNT <input checked="" type="checkbox"/> CHECKING <input type="checkbox"/> SAVINGS	
SIGNATURE OF REPRESENTATIVE OF FINANCIAL INSTITUTION Cole H J Duran	
PRINT NAME Cole H J Duran	
TITLE Business Solutions Coordinator	
TELEPHONE NUMBER 816-746-7642	DATE 8/4/21
<input checked="" type="checkbox"/> I (We) hereby authorize the State of Missouri, to initiate credit entries to my (our) account at the depository financial institution named and to credit the same such account. I (We) acknowledge that the origination of ACH transactions to my (our) account must comply with the provision of U.S. law.  This authorization is to remain in full force and effect until the State of Missouri, Office of Administration, has received written notification from me (us) of its termination in such time and in such manner as to afford the State of Missouri and the financial institution a reasonable opportunity to act on it.  <input type="checkbox"/> I (We) hereby cancel my (our) ACH/EFT authorization.	
*VENDOR SIGNATURE X Stephen Larson	
*PRINT NAME STEPHEN LARSON	
*TITLE FINANCE DIRECTOR	
EMAIL ADDRESS SLARSON@SMITHVILLEMO.ORG	
*TELEPHONE 816-532-4158	*DATE 8/18/2021

<b>CERTIFICATION FOR INTERNAL REVENUE SERVICE (IRS)</b>	
Under penalties of perjury, I certify that: I. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and II. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and III. I am a U.S. person (including a U.S. resident alien). <b>Certification Instructions.</b> You must cross out Item II above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For all real estate transactions, Item II does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See W-9 Instructions on irs.gov website for more information.) The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.	
SIGNATURE Stephen Larson	



## Board of Alderman Request for Action

**MEETING DATE:** 8/17/2021

**DEPARTMENT:** Parks and Recreation

**AGENDA ITEM:** Appointment of Parks and Recreation Committee Member

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**REQUESTED BOARD ACTION:**

The Mayor will make the nomination of Allyson Attigliato to the Parks and Recreation Committee and the Board will vote.

**SUMMARY:**

The Board of Aldermen is required to appoint a member to serve on the Parks and Recreation Committee.

Section 155.100 of the Code of Ordinances, requires the Board of Aldermen to nominate and appoint a representative to the Parks and Recreation Committee. The process is similar to the appointment of Mayor Pro-Tem.

**PREVIOUS ACTION:**

**POLICY OBJECTIVE:**

Click or tap here to enter text.

**FINANCIAL CONSIDERATIONS:**

Click or tap here to enter text.

**ATTACHMENTS:**

- |   |                                   |
|---|-----------------------------------|
| <input type="checkbox"/> Ordinance                | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution               | <input type="checkbox"/> Plans    |
| <input type="checkbox"/> Staff Report             | <input type="checkbox"/> Minutes  |
| <input checked="" type="checkbox"/> Other: Resume |                                   |

# ALLYSON ATTIGLIATO

7406 NE 160th Terrace, Smithville, MO 64089 · (816) 510-9989 · attigliatomorgan2@gmail.com

## EDUCATION

FALL 2020- SPRING 2022

**COLLEGE STUDENT**, Metropolitan Community College- Maple Woods

2018- MAY 2020

**SENIOR ASSOCIATE**, Northland Center of Advanced Professional Studies- Global Business and Logistics Strand

2016- MAY 2020

**STUDENT**, Smithville High School, Smithville MO Anticipated Diploma in 2020

## EXPERIENCE

November 2020- CURRENT

**ASSISTANT**, Mayor of Smithville

Responsibilities:

- Attending Board of Alderman meetings
- Work on research for Mayor
- Manage the Smithville Bike Co-op

JANUARY 2020-MAY 2020

**INTERN**, Smithville Area Chamber of Commerce, 105 W Main St. Smithville, MO 64089

Responsibilities:

- Re-Organizing/Updating Chamber Membership and Chamber Board minutes and Directory both as a hardcopy and uploading them on the Chamber website.
- Assisting in the planning of The Community Awards Dinner
- Working with School District to get students to nominate for the Educator of the year and the Junior of the Year for the Community Awards Dinner.

JANUARY 2020- MAY 2020

**INTERN**, City of Smithville, 107 W Main St. Smithville, MO 64089

Responsibilities:

- Attend Community Meetings and Events
- Create and Promote fliers for community meetings, events, and training seminars
- Working with the School District and the Student body to become more involved in the community

JANUARY 2019- APRIL 2019

**INTERN/ RECEPTIONIST**, KC SmartPort/KCADDC, 30 W Pershing Rd Suite 200, Kansas City, MO 64108

Responsibilities:

- Data Entry/Report writing
- Assistance in Planning Annual Industry Briefing
- Customer Relations/Customer Service

SEPTEMBER 2018 – APRIL 2019

**MANAGER**, Jimmy Johns, 801 Watson Dr. Ste A, Kearney, MO 64060

Responsibilities:

- Maintain Clean Kitchen and Lobby
- Operate Cash Register and Money Transactions
- Train ten plus employees

## SKILLS

- Teamwork
- Time Management
- Project Management
- Organizational Skills
- Customer Service
- Listening



## Board of Alderman Request for Action

**MEETING DATE:** 8/17/2021

**DEPARTMENT:** Development

**AGENDA ITEM:** Appointment of Planning and Zoning Commissioner

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**REQUESTED BOARD ACTION:**

The Mayor will make the nomination of Rob Scarborough to the Planning and Zoning Commission and the Board will vote.

**SUMMARY:**

In accordance with Section 400.650 of the Code of Ordinances states that the Board of Aldermen must vote on whether to approve the Mayor's recommended appointment.

This appointment would be for the remainder of the unexpired term of Connor Samenus, who resigned as a result of a move. The remaining portion of the term expires in October of 2024.

**PREVIOUS ACTION:**

**POLICY OBJECTIVE:**

Click or tap here to enter text.

**FINANCIAL CONSIDERATIONS:**

Click or tap here to enter text.

**ATTACHMENTS:**

- |   |                                   |
|---|-----------------------------------|
| <input type="checkbox"/> Ordinance                | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution               | <input type="checkbox"/> Plans    |
| <input type="checkbox"/> Staff Report             | <input type="checkbox"/> Minutes  |
| <input checked="" type="checkbox"/> Other: Resume |                                   |

Rob Scarborough  
603 Quincy Blvd  
Smithville, MO 64089  
816-263-0849

[Scarborough.rei@gmail.com](mailto:Scarborough.rei@gmail.com)

**Objective:**

To secure a seat on the Planning and Zoning Committee

**Experience:**

2014-Present - Account Manager for Rensenhouse Electric Supply

- Strategically grow revenue and gross profits for my assigned accounts, which include Ford, GM, Unilever, and Lake City Army Ammunition Plant

2014-Present - Real Estate Investor

- Responsible for buying, rehabilitating, and selling dozens of properties in and around Kansas City. I now specialize in short term rentals in both the greater Kansas City area and Hannibal, MO

2010-2014 - Account Manager for MWE, Inc (now Convergence, Inc)

- Responsible for calling on electrical distributors, end users, engineers and contractors representing 30+ manufacturers in the electrical industry

**Skills:**

- |                        |                       |                         |
|------------------------|-----------------------|-------------------------|
| - Sales                | - Conflict Resolution | - Solution Selling      |
| - Sales Planning       | - Product Marketing   | - Customer Satisfaction |
| - Listening/Observing  | - Negotiation         | - Team Building         |
| - Business Development | - Project Management  | - Sales Process         |

**Education:**

Columbia College

Class of 2000 - Bachelor of Arts in Business Administration

**References:**

Scott McKenzie	816-589-6268
Joe Freudenthal	816-617-2112
Greg Vincent	816-289-7493



## Board of Alderman Request for Action

**MEETING DATE:** 8/17/2021

**DEPARTMENT:** Administration

**AGENDA ITEM:** Adjournment to Executive Session Pursuant of Section 610.021(2&12) RSMo.

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**RECOMMENDED ACTION:**

A motion to close the regular session for the purpose of discussing legal matters pursuant to Section 610.021(2&12) RSMo.

**SUMMARY:**

To allow the Board of Aldermen to adjourn to Executive Session to discuss legal matters.

**PREVIOUS ACTION:**

N/A

**POLICY ISSUE:**

The Board of Alderman will vote to close part of this meeting directly following the Board of Alderman Regular Session Pursuant Section 610.021(2&12) RSMo. This Executive Session will be conducted via videoconference.

**FINANCIAL CONSIDERATIONS:**

Click or tap here to enter text.

**ATTACHMENTS:**

- |                                       |                                   |
|---------------------------------------|-----------------------------------|
| <input type="checkbox"/> Ordinance    | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution   | <input type="checkbox"/> Plans    |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes  |
| <input type="checkbox"/> Other:       |                                   |