



## City of Smithville, Missouri

### Board of Aldermen - Work Session Agenda

March 7, 2023

5:30 p.m. – City Hall Council Chambers and Via Videoconference

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

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

1. Call to Order
2. Police Drone Presentation
3. Engineering Update from HDR, Engineers
  - Smith's Fork Raw Water Pump Station
  - Smith's Fork Force Main
4. Discussion of 3-Month FY2023 Budget Review
5. Adjourn

Join Zoom Meeting  
<https://us02web.zoom.us/j/87520944880>

Meeting ID: 875 2094 4880  
Passcode: 626535



	<b>STAFF REPORT</b>
<b>Date:</b>	March 7, 2023
<b>Prepared By:</b>	Charles Soules, Director of Public Works
<b>Subject:</b>	Raw Water Pump Station / Smith Fork Force Main

**Raw Water Pump Station:**

On January 7, 2020 the Board approved Resolution 762 Authorization 89 with HDR to complete engineering design and construction administration for the Raw Water Pump Station, Valve Vault and Zebra Mussel Control for an amount of \$472,655. The Project bid in June of 2021 and expected completion was October 2022.

The project is still in progress with the construction of the valve vault and tie over to the pump station. The project has experienced delays for several reasons including supply chain issues, Corps completing a maintenance project for the dam drainage system and some additional work requested by Platte Clay Electric. In early December, the decision was made to wait until better weather (March) to complete the valve vault. The project construction schedule has extended from an expected 12 months to a now projected 21-month time frame with the expected completion of the Valve Vault to be April/May.

Due to these and other factors explained in further detail in a memo from our engineers (attached), HDR is requesting an amendment to our contract in an amount of \$24,140.00 for the additional work they have had to complete, additional time they have had to administer the project and additional services they have provided for this project. Staff has reviewed these costs and agree with the additional services HDR has performed. Resolution 1197 approving this amendment to HDR's contract is on the regular agenda for the Boards consideration.

**Smith Fork Force Main**

The replacement of the Smith's Fork Wastewater Pump Station was recently completed and put into service in January 2023 by Irvinbilt Constructors, Inc. The pump station was over 50 years old and experienced occasional flooding, maintenance issues and was only big enough for existing development. The pump station serves several developments including Strawberry Hill, Quail Ridge, and Harbortowne pump stations as well as the campground, Litton Center and Grace Church.

The pump station is operational, however, the pumps are running almost twice the amount of time they were designed to run and the flow at the end of the force main is very reduced. This indicates a restriction or blockage. Since this force main is in use, serves several developments, it cannot be shut down for a significant period of time. If

the force main is down too long we would have to pump out the lift station and haul the sewage to the waste water plant. The Waste Water Master Plan does identify the upsizing of this 3" force main to accommodate future needs.

At this time, staff is recommending that we proceed with replacement of the force main to a 6" line. This will provide the necessary future capacity and resolve any restrictions in the current 3" existing main.

HDR has provided a memo further detailing the project. On the regular agenda, for the Boards' consideration, is Resolution 1198 authorizing HDR to proceed with the force main design.



February 27, 2023

Mr. Charles Soules, P.E.  
Public Works Director  
City of Smithville, Missouri  
107 W. Main Street  
Smithville, MO 64089

RE: RFP No. 21-15: Raw Water Pump Station, Valve Vault, and Zebra Mussel Control  
HDR Project No. 10208674

Dear Mr. Soules,

HDR and the City of Smithville entered into an agreement for engineering design and construction administrative services for the Raw Water Pump Station project on January 7, 2020. On September 15, 2020, the Smith's Fork Pump Station design and construction services were added to the Raw Water Pump Station work since the two projects are in the same vicinity. The construction documents were completed and approved by all jurisdictional authorities (City of Smithville, Clay County, U.S. Army Corps of Engineers, & MDNR) in the spring of 2021. The project was Bid in June 2021 with Notice to Proceed issued to the awarded contractor, Irvinbilt Constructors, Inc., on August 2, 2021. The construction contract stipulated project final completion to be reached by October 1, 2022. Due to several material supply chain restrictions and third-party coordination issues the completion of construction has been delayed and is now anticipated to be June 1, 2023.

HDR has strived to minimize the impact of these delays on the overall success of the project but has had to perform additional services beyond those contemplated in our original agreement. HDR is requesting an amendment to our engineering services contract to compensate for these additional efforts. A summary of HDR's additional services follows.

- Extension of Construction Phase Services from 12 months to 21 months. The delays are for the following reasons:
  - Parts and Supply Chain shortages, most notably the generators and pipe fittings. The generator for the Raw Water Pump Station did not arrive until mid-December 2022.
  - The 24-inch by 16-inch, 90-degree bend in the Raw Water Pump Station arrived in November of 2022.
  - To speed up receiving the generator, HDR and Irvinbilt both requested prices and delivery times from other suppliers in late December 2021 and January 2022. The evaluation concluded expedited delivery of the equipment was not feasible.
  - The Corps of Engineers' project on the dam spillway, which overlapped the City's raw water valve vault work, was not completed until December 2022. Irvinbilt had to wait for the Corps' work to be completed in this area before beginning excavation and construction of the vault.
  - The valve vault construction delay pushed the first available time to complete the work into the winter. Performing this work requires bypass pumping of the City's raw water supply to

the treatment plant. Sustained freezing weather is not conducive to bypass pumping and would require frequent dewatering to prevent freezing within the system while shutdown at night. To reduce this risk, the project team and Corps jointly agreed the vault work should be delayed until March 2023 when weather is typically more favorable.

- Second, HDR has expended additional effort working with Platte Clay Electric Coop (PCEC) for power supply to the site, preparation of easement documents for the Corps of Engineers, and equipment shortages and delays on parts PCEC is supplying.
  - HDR began working with Jay Butts at PCEC in June to 2020 to obtain construction requirements and pricing. A month before the Project was Bid in April 2021, we attempted to obtain contract pricing again along with review of the drawings but did not receive a response on pricing. In March of 2022, it was learned that Jay had moved departments and Steve Johnson had taken over the work.
  - Steve Johnson with PCEC then requested easement revisions and special requirements from the City and the Corps of Engineers. HDR had to revise the drawings and easements for the new transformer location.
- Third, HDR has expended additional effort to locate the existing 12-inch raw water main at the Raw Water PS. This included drawing and easement revisions to move the pump station to accommodate the revised location of the existing 12-inch raw water main.
- Fourth, HDR evaluated costs and prepared drawings during construction for relocating the potable water service to the Raw Water Pump Station potable water supply. This work did not result in a change order for the project but did require additional effort on HDR's part.

In general, HDR has expended extra effort beyond those included in the original Authorization due to equipment delays and shortages resulting in extending the construction duration by 9 months and additional work performed to meet the Corps of Engineers and PCEC requirements. For the additional services completed to date HDR respectfully requests a Contract Amendment on Authorization 89, Raw Water Pump Station in the amount of \$24,140.00. Attached is the spreadsheet listing the additional labor hours for the extra effort.

We have always appreciated the long-standing working relationship that HDR has with the City of Smithville. We pride ourselves on delivering projects for the City with minimal change orders or contract amendments. Thank you for your consideration, if you should have comments or questions, or would like to meet to discuss this information, please call me at 816-347-1137 or e-mail to [Kenton.Newport@hdrinc.com](mailto:Kenton.Newport@hdrinc.com).

Sincerely,  
HDR Engineering Inc.

*Kenton Newport*

Kenton Newport, P.E.  
Project Manager

**Authorization 89 - Raw Water Pump Station, Valve Vault, and Zebra Mussel Control**



**Smithville, Missouri - Amendment 1: Extension of Construction Services  
Scope and Fee**

Staff	Newport, Kenton L	Call, Brady	Boyd, Thomas K III	Wiseman, David L	McCann, Victoria	Fuller, Trevor	Campbell, Joni L	Yakle, Johnny R	Shields, Tyler	Dinkel, Tracy L		
Project Role	Project Manager III	Project Engineer	Electrical Engineer	Sr. Structural Engineer	Structural Engineer	Admin	Admin	Land Surveyor	Survey Technician II	Cadd/GIS Technician IV		
Billing Rate	\$200.00	\$120.00	\$175.00	\$290.00	\$135.00	\$125.00	\$125.00	\$175.00	\$90.00	\$150.00	HDR Expenses	Total
TASKS												
<b>A. Task 1 - Extension of Construction Phase Services from 12 months to 21 months</b>												
1 Additional Monthly Progress Meetings	8										\$60	\$1,660
2 Additional Payment Applications	4											\$800
3 Special Progress Meetings	8			2	6						\$65	\$3,055
4 Corps of Engineers - Additional Raw Water Easements and Project Coordination	2							4	12	4	\$90	\$2,870
5 Platte Clay Electric Coop Meetings and new Electrical Easements	8		8					4	12	4	\$65	\$5,445
6 Field Locate Existing 12-inch Raw Water Water Line - Relocate Pump Station	4	8								16	\$65	\$4,225
7 Potable Water Service Changes for the Raw Water Pump Station and Cost Estimates	8	16								8	\$65	\$4,785
8 Project Management	4					4						\$1,300
<b>Subtotal Hours</b>	<b>46</b>	<b>24</b>	<b>8</b>	<b>2</b>	<b>6</b>	<b>4</b>	<b>0</b>	<b>8</b>	<b>24</b>	<b>32</b>		
<b>Subtotal Dollars</b>	<b>\$9,200</b>	<b>\$2,880</b>	<b>\$1,400</b>	<b>\$580</b>	<b>\$810</b>	<b>\$500</b>	<b>\$0</b>	<b>\$1,400</b>	<b>\$2,160</b>	<b>\$4,800</b>	<b>\$410</b>	<b>\$24,140</b>
<b>Total Task 1</b>												<b>\$24,140</b>
<b>Total Hours</b>	<b>46</b>	<b>24</b>	<b>8</b>	<b>2</b>	<b>6</b>	<b>4</b>	<b>0</b>	<b>8</b>	<b>24</b>	<b>32</b>		<b>154</b>
<b>Total Billing Amount</b>	<b>\$9,200</b>	<b>\$2,880</b>	<b>\$1,400</b>	<b>\$580</b>	<b>\$810</b>	<b>\$500</b>	<b>\$0</b>	<b>\$1,400</b>	<b>\$2,160</b>	<b>\$4,800</b>	<b>\$410</b>	<b>\$24,140</b>

Total Amendment Amount: \$24,140



# Memo

Date: Monday, February 27, 2023

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Project: Authorization 92 – Smith’s Fork Pump Station

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To: Charles Soules, P.E., Public Works Director

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From: Aaron Bresette, P.E.

Subject: Force Main Replacement

The replacement of the Smith’s Fork Wastewater Pump Station was recently completed by Irvinbilt Constructors, Inc. As you recall, the timing of the project was accelerated to complete construction at the same time as the new Raw Water Pump Station project. This was done for two reasons:

1. Realize economy of scale for engineering design, construction management, and overall construction costs by combining the projects.
2. Complete construction of both projects in advance of the implementation of the Parks and Recreation Master Plan 2030.

The goals of the Smith’s Fork Pump Station project were:

1. Relocate and raise the pump station to a location less susceptible to flooding. The existing pump station was located within the regulated floodplain and has been flooded multiple times in the last ten years.
2. Replace a 50+ year old facility that was nearing the end of its useful life and provide a new pump station that meets the City’s current pump station standards.
3. Provide additional pumping capacity to meet the peak design flows for the existing developments in the sewer shed.
4. Provide a pump station with flexibility to expand in the future to accommodate anticipated additional growth within the sewer shed.

The new pump station upsized the pumps from 5 horsepower to 15 horsepower non clog pumps which increases flow capacity 50%. The pumps were selected based on utilizing the existing 3-inch force main knowing as growth continues, it will be required to replace this force main with a larger diameter pipe. The pump station wetwell, mechanical piping, and electrical components were sized to accommodate higher capacity pumps that can convey increased flow through a future larger force main. Due to the varied hydraulic head conditions of differing force main sizes and flow rates, the pumps themselves will require modifications or replacement to accommodate the future conditions.

The new pump station was put into service in early January 2023. The pumps initially installed to utilize the existing 3-inch force main are capable of pumping 126 gallons per minute (gpm) at the anticipated

head conditions. Observed field conditions indicate the pumps are operating at a significantly reduced flow rate. It was determined that the reduced flow rate is due to pipe restrictions within the existing 3-inch force main. The restriction is likely due to inoperable air release valves creating air pockets, a buildup of solids (such as sludge, rags/wipes, or grease), iron pipe tuberculation, or some combination of all three of these issues.

Due to its age and its critical need to be kept in service, it is a high risk to attempt repairs to this force main. The Smith Fork's Pump Station accepts and repumps wastewater flow from Strawberry Hill, Quail Ridge, and Harbortowne pump stations as well as the campground see Figure 1. Taking the Smith Fork's force main out of service to perform repairs would require bypass pumping of all this combined flow entering the pump station to a tanker truck that would then transport the wastewater to the treatment plant. This bypass operation would have to continue until such time as the location of the restriction was found and repairs completed.

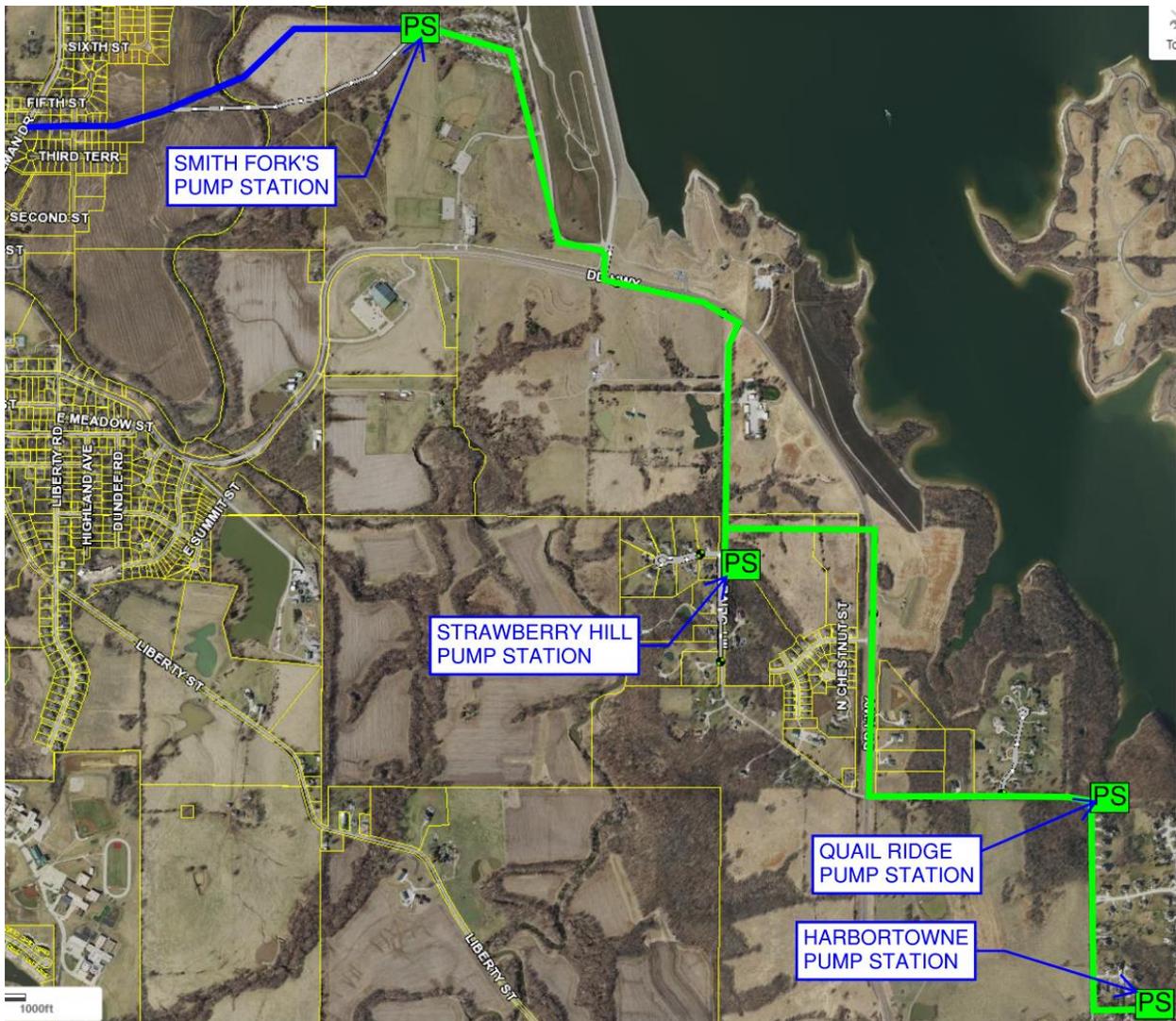


Figure 1. Smith's Fork Pump Station Sewer Shed

After discussions with City staff, it was jointly determined the preferred solution to remedy the restricted flow in the force main is to install a new force main parallel to the existing line. See Figure 2 for force main alignment. This solution provides the following benefits:

- The new force main can be installed while the existing line is still in service, eliminating bypass pumping.
- The new force main will replace an existing line that is approximately 50-years old and in unknown condition.
- The new force main can be sized to accommodate future flow conditions which are anticipated to increase in the next 20 years.

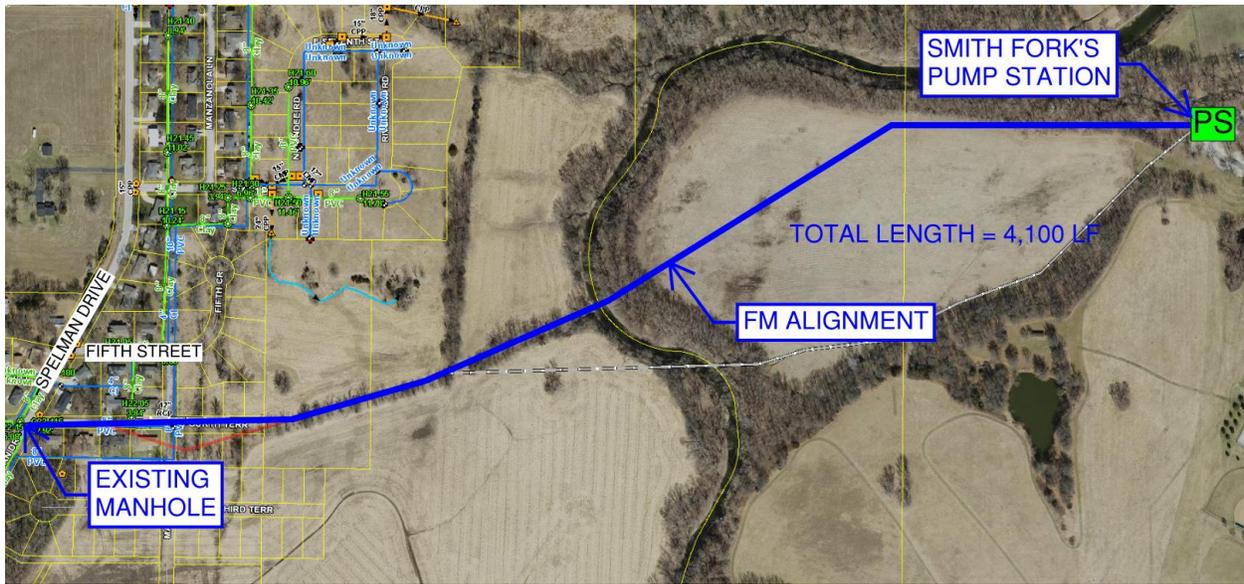


Figure 2. Force Main Alignment

The potential size of a new force main was evaluated. Three options were considered: replacing it in kind with a 3-inch pipe, upsizing it to a 4-inch line, and upsizing it to a 6-inch line. A summary of the pump station capacity pre and post construction as well as the two up sized pipe options are as follows:

Pump and Force Main Option	Pump Capacity (gpm)	Peak Flow (gpm)	Equivalent Population (single family lots)	Capacity Improvement (%)
Original 5 HP Pumps w/ existing 3" FM	50	99	140 <sup>1</sup>	-50% <sup>2</sup>
New 15 HP Pumps w/ 3" FM	126	126	168	120%
New Impellers on 15 HP Pumps w/ New 4" FM	220	220	293	209%
New 10 HP Pumps w/ new 6" FM	335	335	447	319%

<sup>1</sup> Existing population served

<sup>2</sup> Original pump station was undersized for peak flow



The total cost for each force main alternative was evaluated. A summary of the total project costs is as follows:

	<b>Force Main Replacement Options</b>	<b>Pump Capacity (gpm)</b>	<b>Equivalent Population (single family lots)</b>	<b>Total Project Cost (2023 \$)</b>	<b>Cost per Lot Served (2023 \$)</b>
<b>1</b>	Existing 15 HP Pumps w/ New 3" FM	126	168	\$387,700	\$2,300
<b>2</b>	New Impellers on 15 HP Pumps w/ New 4" FM	220	293	\$422,800	\$1,440
<b>3</b>	New 10 HP Pumps w/ new 6" FM	335	447	\$510,200	\$1,140

A new 3-inch force main will provide the necessary capacity for the existing flow condition but will not provide extra capacity for anticipated growth. A new 4-inch force main does provide capacity for an additional 153 single family residential lots within the sewer shed. A new 6-inch force main will provide capacity for an additional 307 residential lots.

It is recommended that the force main be replaced with the 6-inch diameter pipe which will provide capacity for the anticipated 20-year growth in this area. The cost for this capacity improvement can be partially recovered through future development agreements within the sewer service area as new development within the sewer shed are approved.



# STAFF REPORT

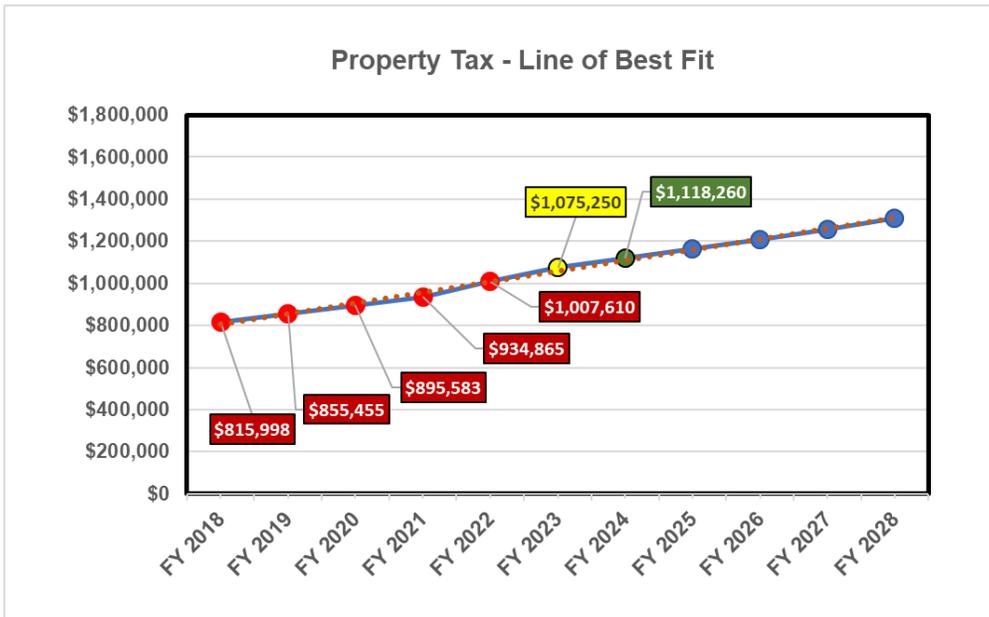
<b>Date:</b>	March 7, 2023
<b>Prepared By:</b>	Stephen Larson, Finance Director
<b>Subject:</b>	FY2023 3 Month Fiscal Update
<b>Staff Report:</b>	Finance Department

## Q1 FY2023 – General Fund Budget Performance

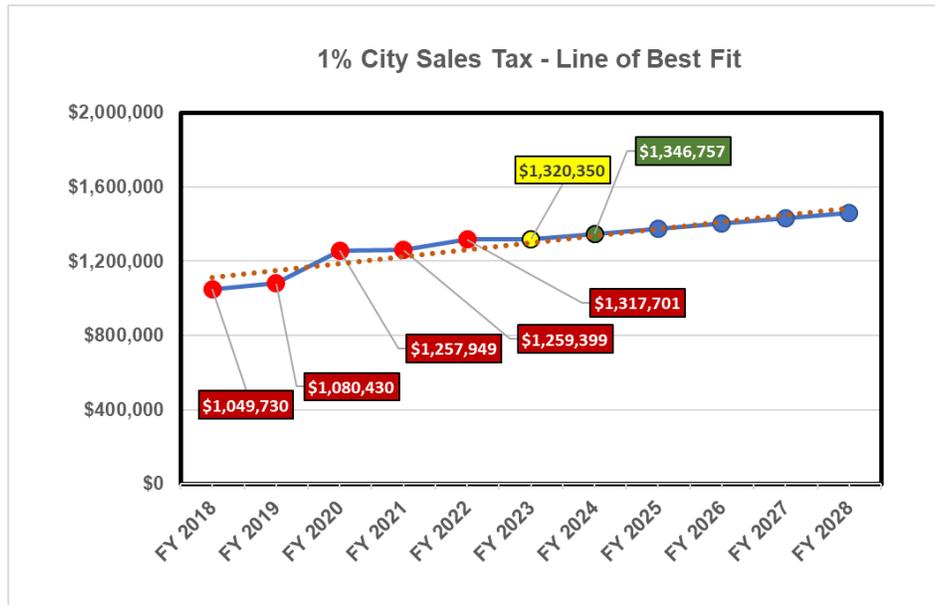
### Revenue Highlights

Through the first 3 months of the FY2023 Budget, the City's revenues have performed adequately, and expenditures are tracking towards budget. Currently, General Fund revenues are projected at an amount of \$5,696,112 with a budgeted amount of \$5,466,340. General Fund expenditures are projected at \$6,302,701 with a budgeted amount of \$6,310,310.

Property Tax has continued to rise over the past 5 years. The average annual growth of property tax from FY2019 to the amount projected to be received in FY2023 is 5.6%. Property tax will surpass the amount budgeted of \$1,043,745.

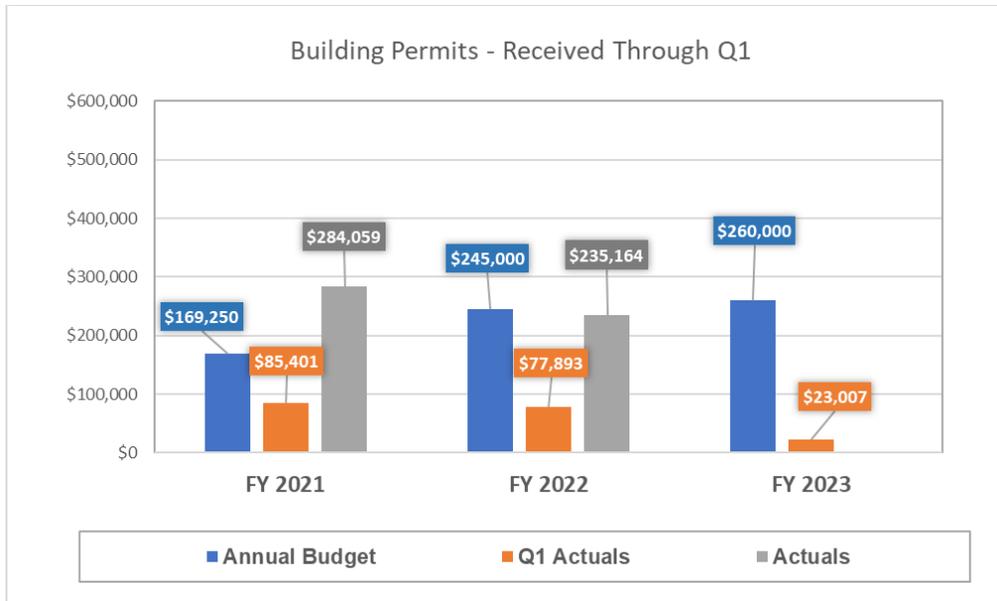


Sales tax has also continued to rise over the past 5 years as the Smithville local economy has continued to grow and flourish. Sales tax has grown 5.5% annually each year beginning in FY2018 and continuing on through FY2022. Sales tax is expected to meet the budgeted amount of \$1,296,675.



Interest earnings are performing very well, as the earning rate at the bank for cash on hand has increased this year. The City's interest rate is set to float with the Treasury Bill rate. With interest rates on the rise, these earnings have exceeded \$40,000 monthly for the past few months. Staff will continue to monitor these earnings and the positive impact they have on the General Fund.

Building permits are down in Q1 2023 compared to previous years. Through Q1 of 2023, the City has received \$23,007 in building permit revenue, compared to higher amounts in previous years. As interest rates have increased and available land/parcels to building upon have decreased, the City has seen less new residential development recently. In addition, in conjunction with new residential permits, water and wastewater impact fees are down. Staff are continuing to track these trends and will monitor any negative impact these trends may have on the CWWS Fund.



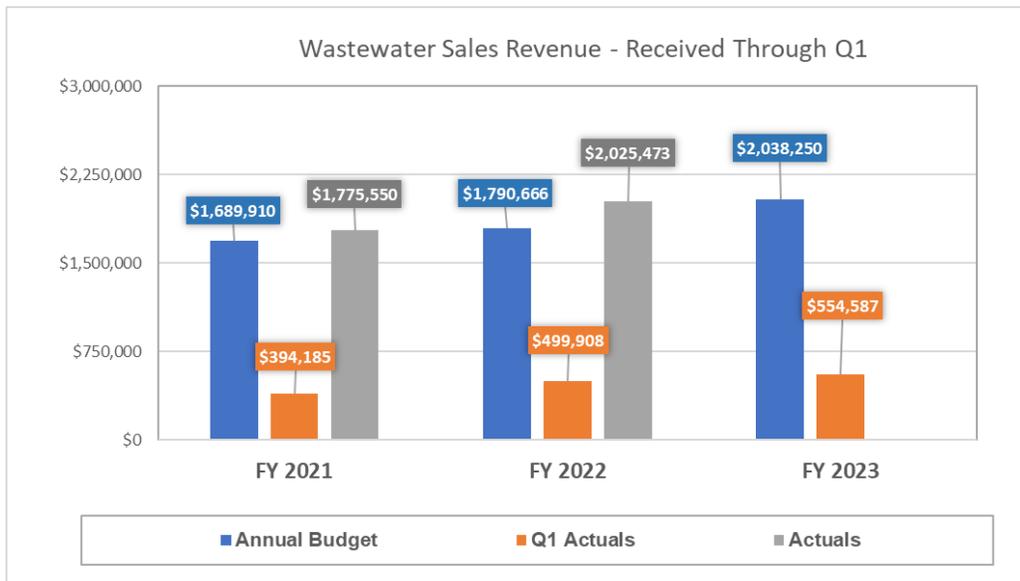
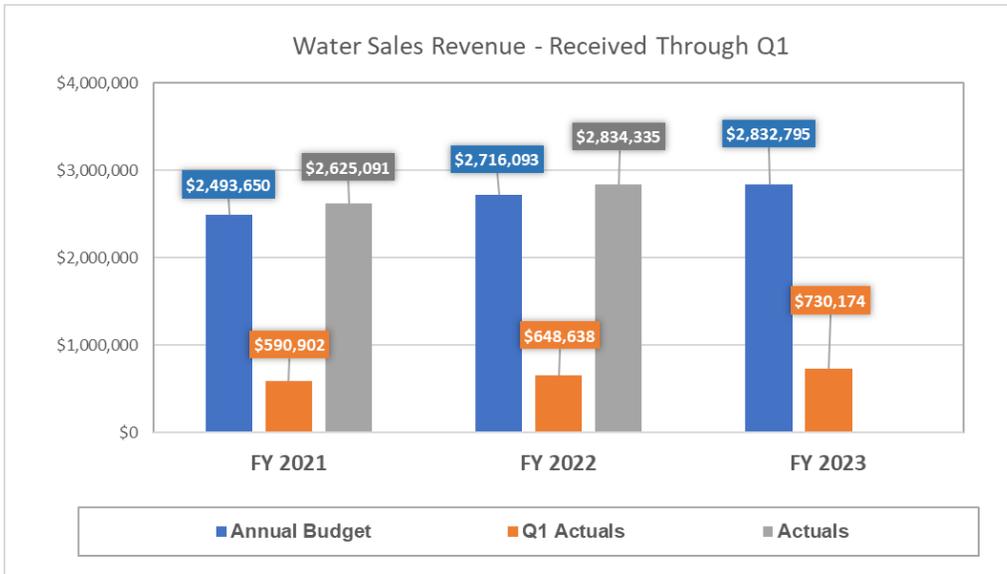
### Expenditure Highlights

When examining General Fund expenditures, the general lack of vacancies indicates that the City will not incur much vacancy savings this year. As of February 2023, the City had only a few vacancies (which included a Finance Specialist I position and a Building Inspector position). At this time, staff is expecting to expend nearly all of the General Fund budget.

As the fiscal year continues, staff will also monitor for savings in *department fuel budgets*, as the assumption of \$3.75 per gallon was used for the development of the FY2023 budget. With fuel prices dropping since the development of the budget, there is likely going to be some savings in departments with significant fuel budgets, such as Police, Parks & Recreation, and Streets.

### Q1 FY2023 – Combined Water and Wastewater Systems (CWWS) Fund Budget Performance

The CWWS Fund is continuing to perform well from both a revenue and expenditure standpoint. The City approved water and wastewater rate adjustments during the development of the FY2023 Budget. This included the approval of a water rate increase of 8.5% and a wastewater rate increase of 15%. Revenue growth, through Q1, is indicated in the chart on the next page.



FY2023 Budget CWWS Fund expenditures are *heavily driven by* CIP Project spending. Below is a summary of those projects being addressed in the FY2023 Budget. Many of these projects are underway and capital project spending is reflected in Q1 2023 expenditures for the CWWS Fund.

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



**FY2023 Budget  
3 Month Financial Update  
BOA Work Session  
March 7, 2023**

# FY2023 Budget Comments



- FY 2023 budget figures include budget amendments approved by the Board:
  - **Budget Amendment #1:** \$51,500 added to the CWWS Fund for the outright purchase of a new Utilities Department Skid Steer.
- **23%** of wage related expenses have been paid through **6** of **26** fiscal year payrolls.
- FY2023 Budget update includes five-year lookback on major General Fund revenue streams.

# General Fund Review



Main Street Trail – Winter Season 2022

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

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

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

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

# Property Tax Revenue

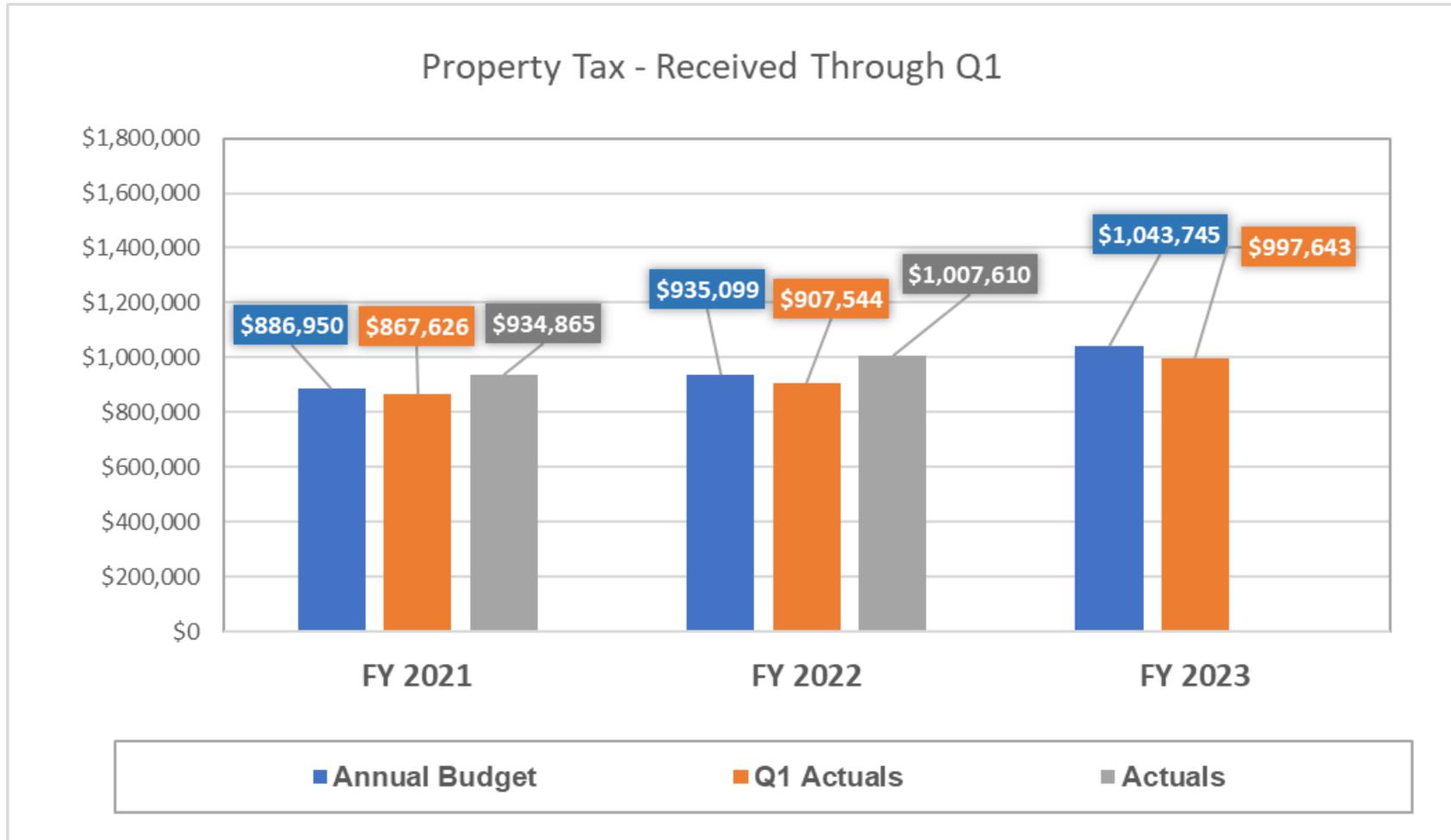


*Property Tax revenue comprises **20%** of General Fund revenues and plays a significant role in funding core City services and amenities*

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

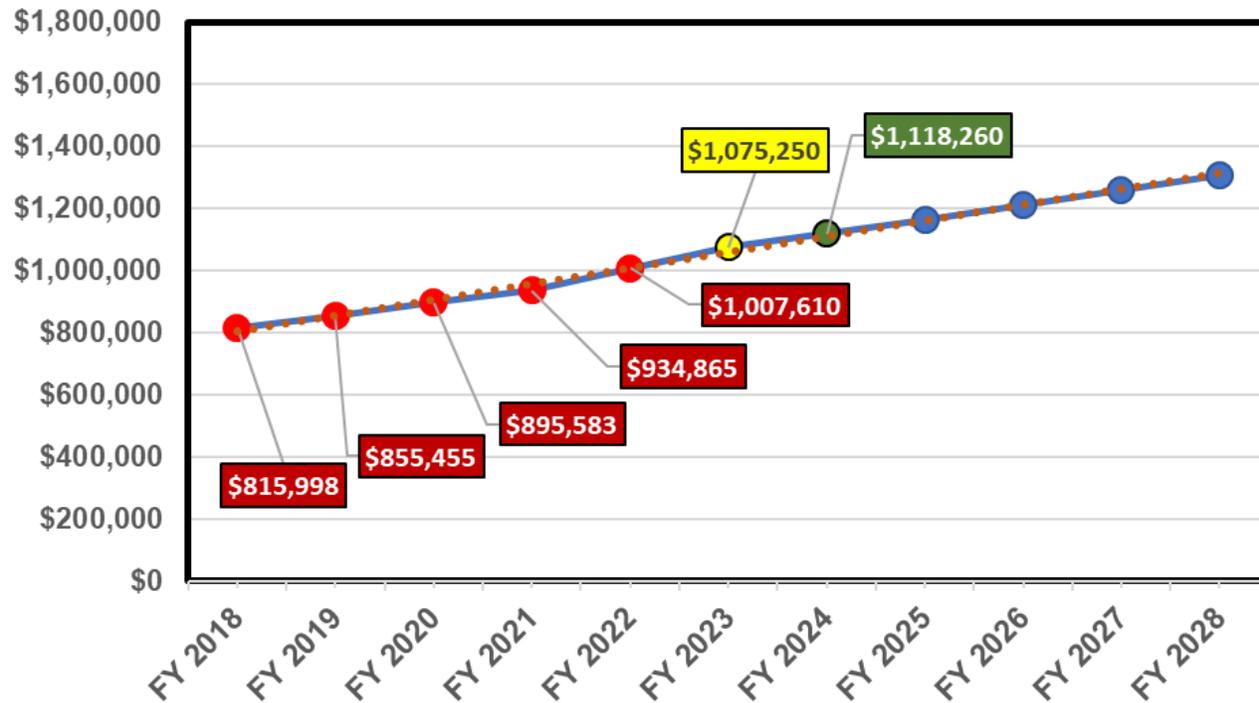
- The City received a large Property Tax disbursement from Clay County in January 2023.
- The City, on average in the past 3 years, receives **91%** of annual property tax revenue by the 1<sup>st</sup> quarter of the fiscal year.
- For the last 5 years, the City has seen an average annual increase in property tax revenues of about **5.7%**.

# Property Tax Revenue - 3 Year Trend History



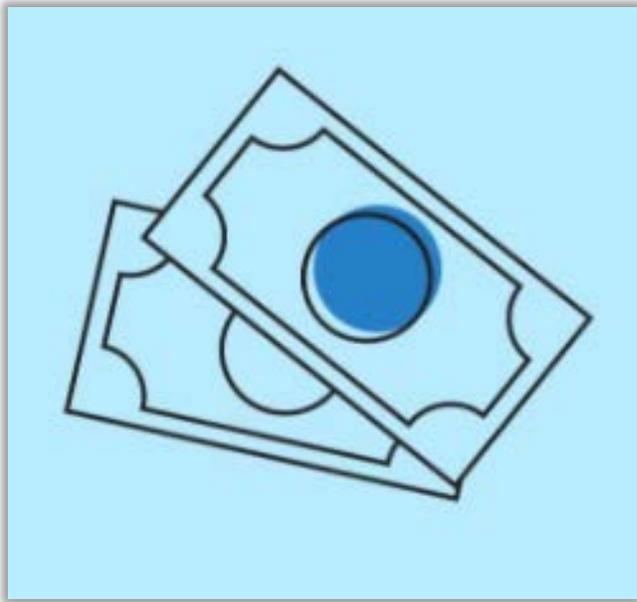
# Property Tax Revenue – Five Year Lookback

Property Tax - Line of Best Fit



- Red: Previous Year Actuals
- Yellow: FY2023 Projected
- Green: FY2024 Forecasted
- Blue: Projected FY2025 and Beyond

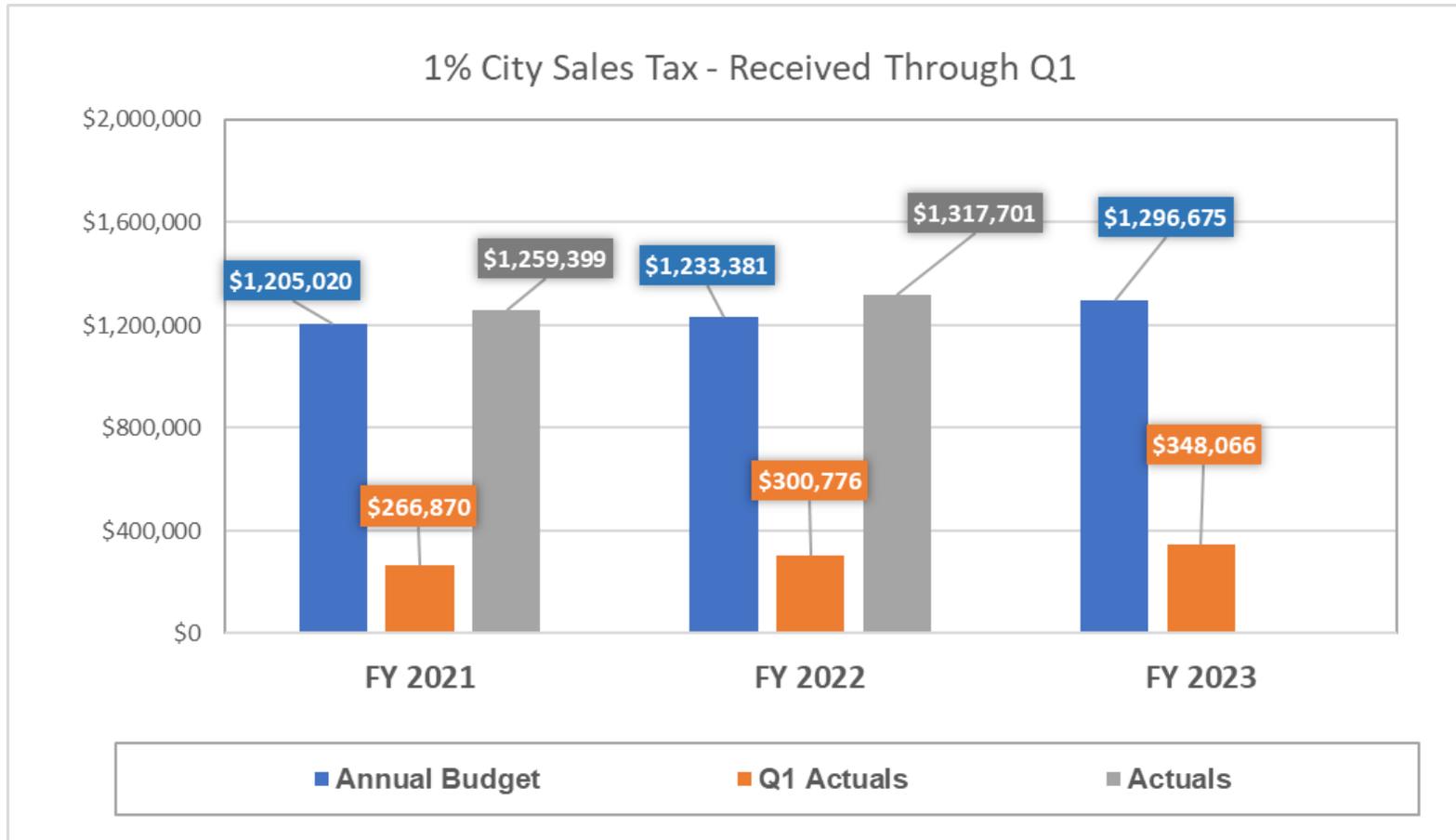
# 1% City Sales Tax Revenue



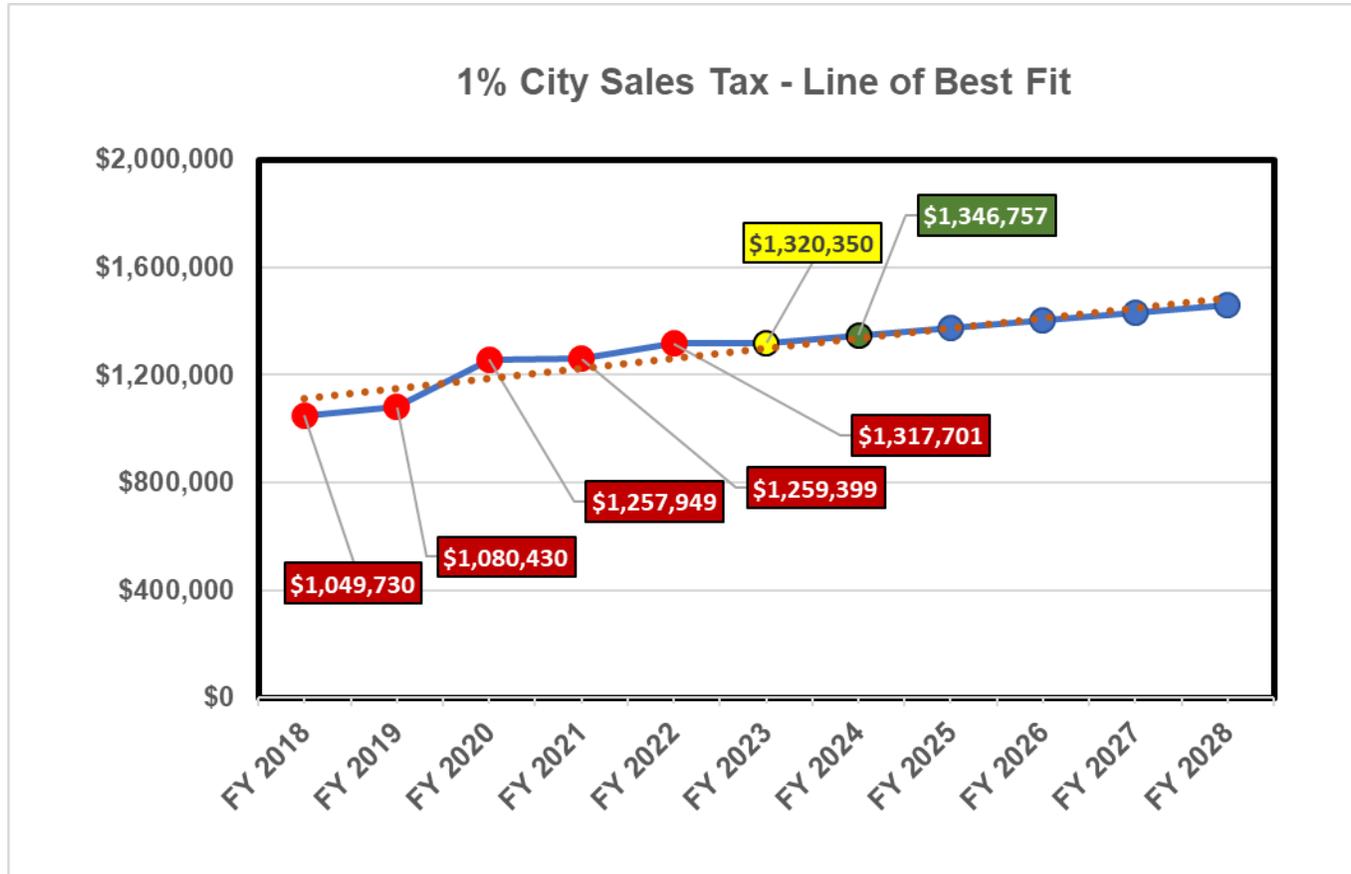
General Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Received
Sales Tax Revenues	\$1,296,675	\$1,320,350	\$348,065	26.8%

- The City, on average in the past 3 years, receives **21.7%** of sales tax annual revenue by the 1<sup>st</sup> quarter of the fiscal year.
- This data reflects the monthly transfer of TIF EATs from the General Fund to the Special Allocation Fund (Marketplace TIF).

# 1% City Sales Tax Revenue - 3 Year Trend History

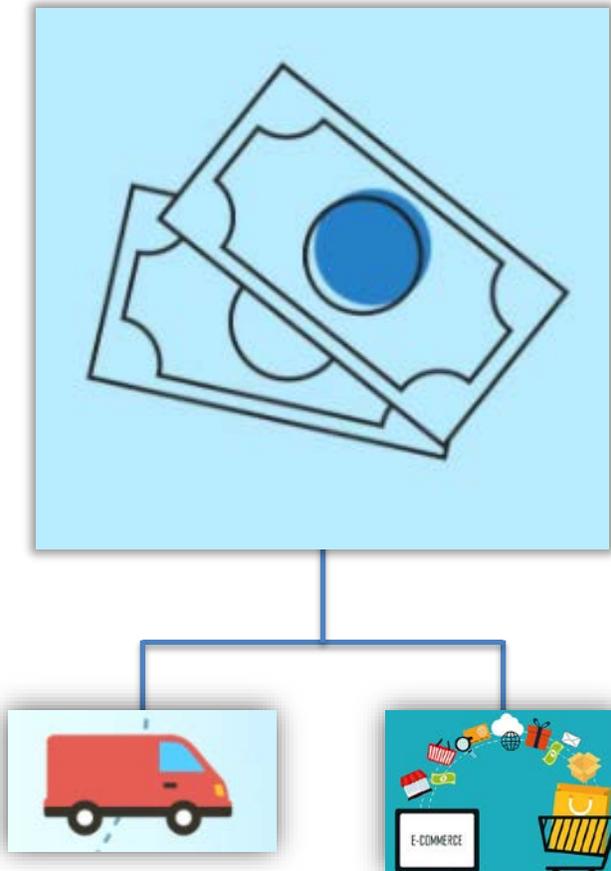


# 1% City Sales Tax Revenue – Five Year Lookback



- Red: Previous Year Actuals
- Yellow: FY2023 Projected
- Green: FY2024 Forecasted
- Blue: Projected FY2025 and Beyond

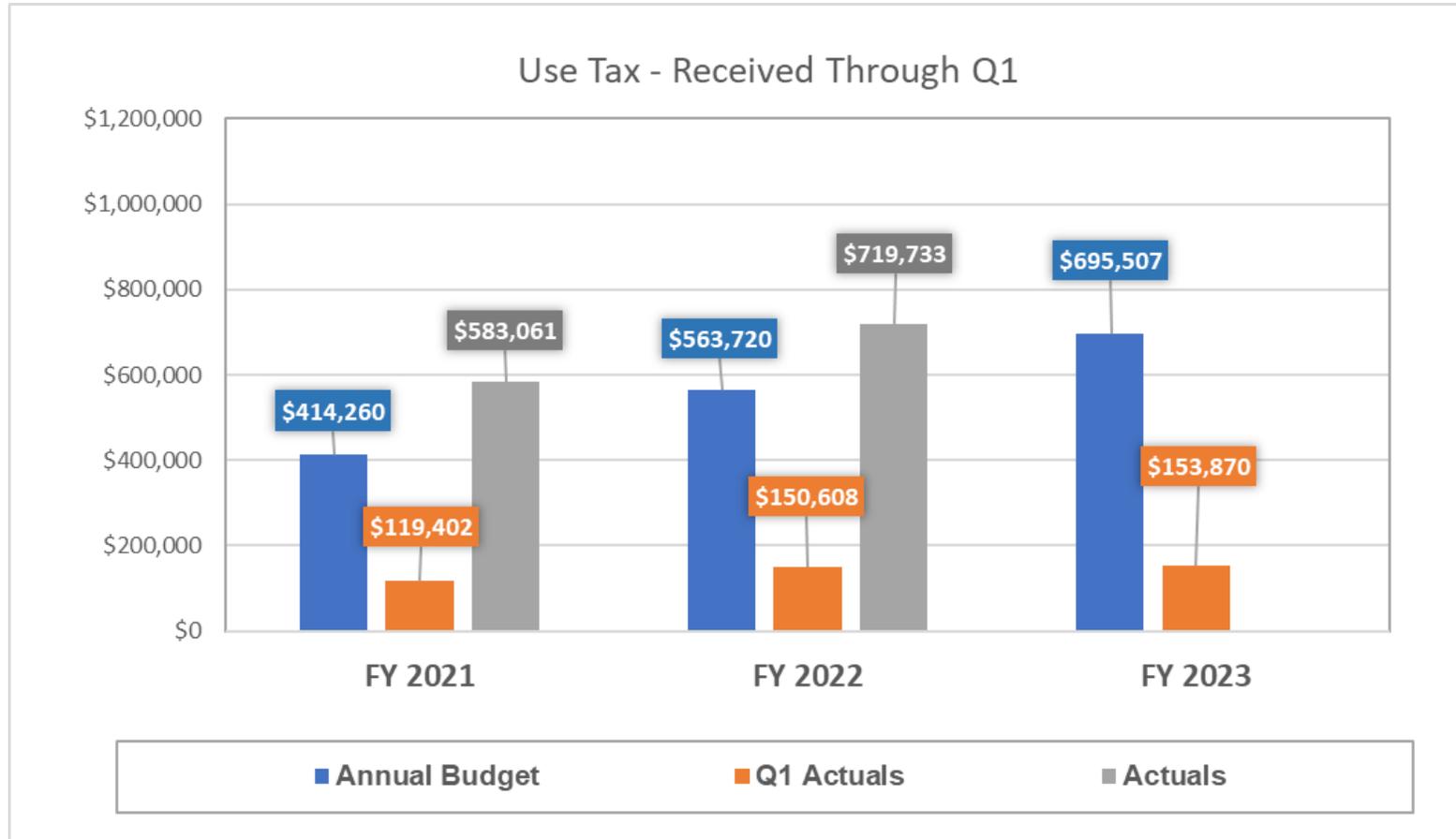
# Use Tax Revenue



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

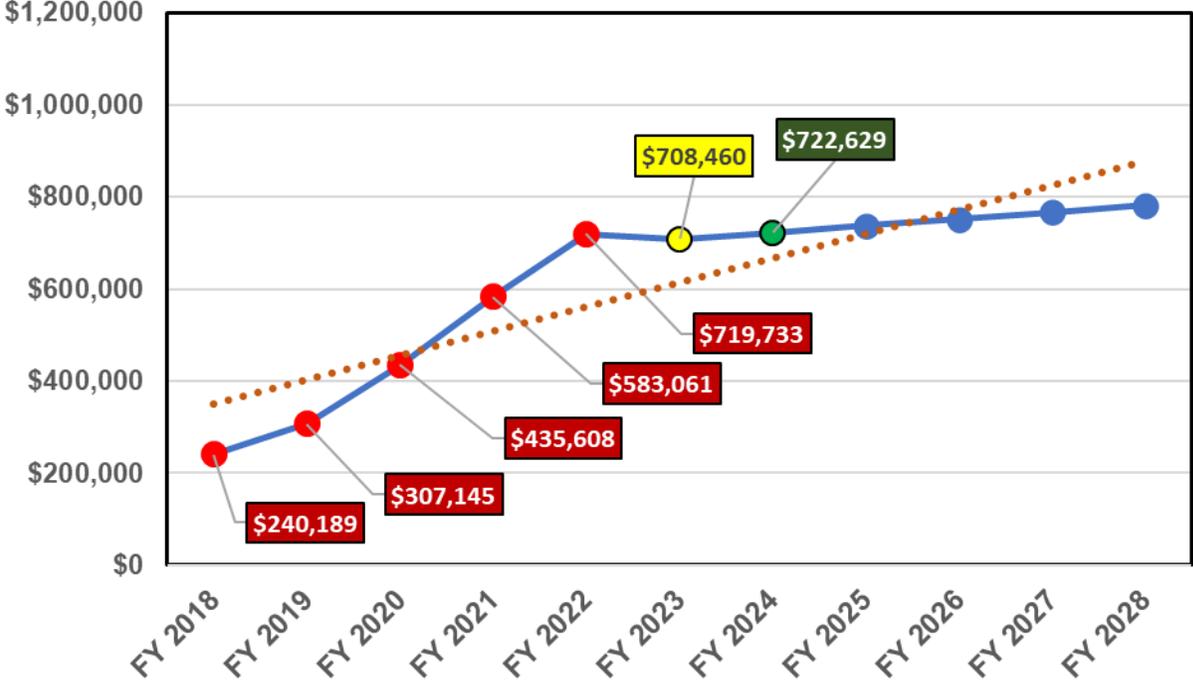
- The City, on average in the past 3 years, receives **19.4%** of use tax annual revenue by the 1<sup>st</sup> quarter of the fiscal year.
- Use Tax receipts have *remained flat in Q1 2023 but are beginning to pick up* with the receipting of the January 2023 Distribution in February 2023.

# Use Tax Revenue - 3 Year Trend History



# City Use Tax Revenue – Five Year Lookback

City Use Tax - Line of Best Fit



- Red: Previous Year Actuals
- Yellow: FY2023 Projected
- Green: FY2024 Forecasted
- Blue: Projected FY2025 and Beyond

# General Fund – Bottom Line

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

# Capital Improvement Sales Tax Fund



*Streetscape Phase III – Conceptual Design*

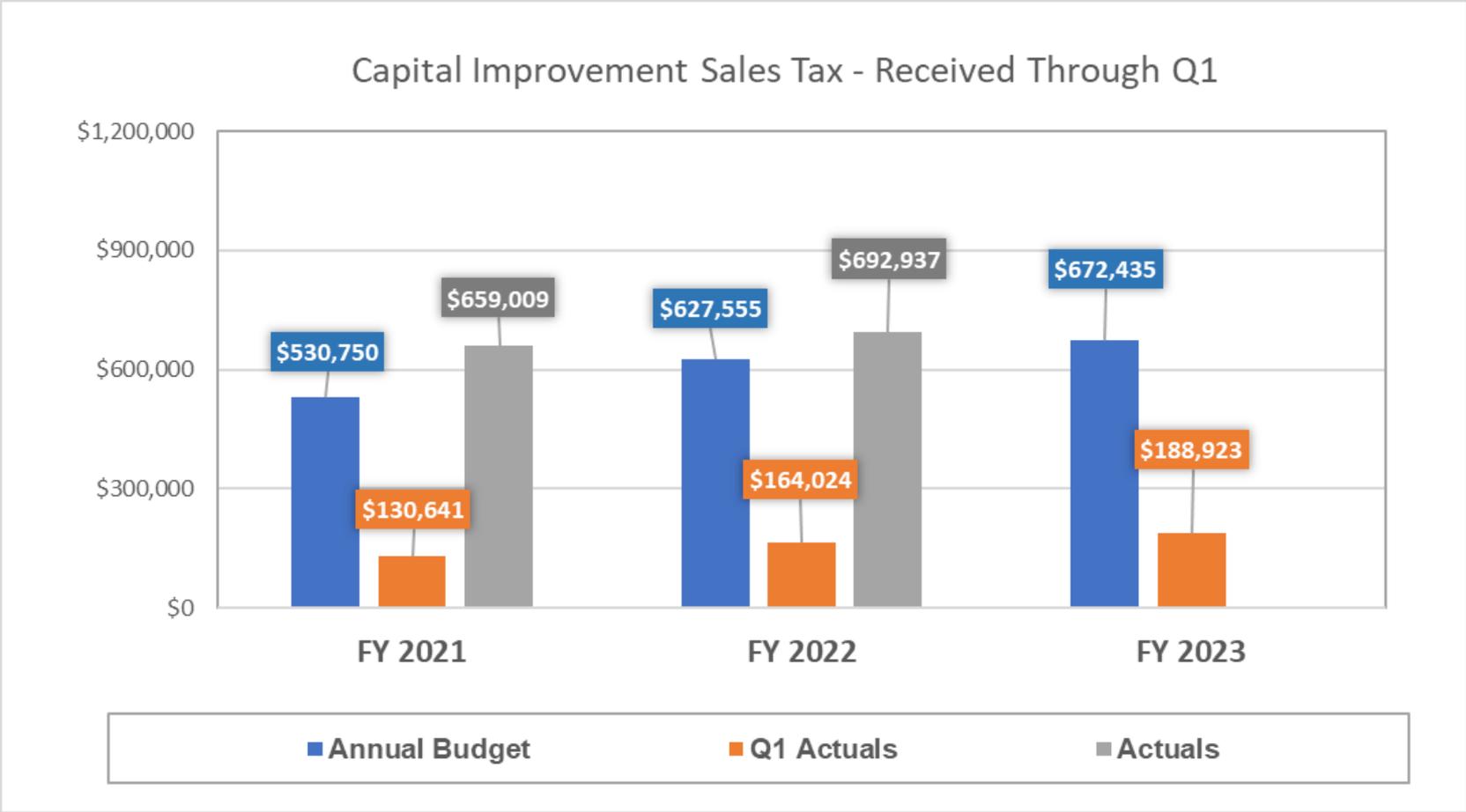
Capital Improvement Sales Tax	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Received
<b>All Revenues</b>	\$1,160,435	\$1,183,750	<b>\$188,923</b>	<b>16.3%</b>

- The City, on average in the past year 3 years, receives **19.7%** of capital improvement sales tax annual revenue by the 1<sup>st</sup> quarter of the fiscal year.
- Budget includes a \$488,000 MoDOT reimbursement for Streetscape Phase III Construction.

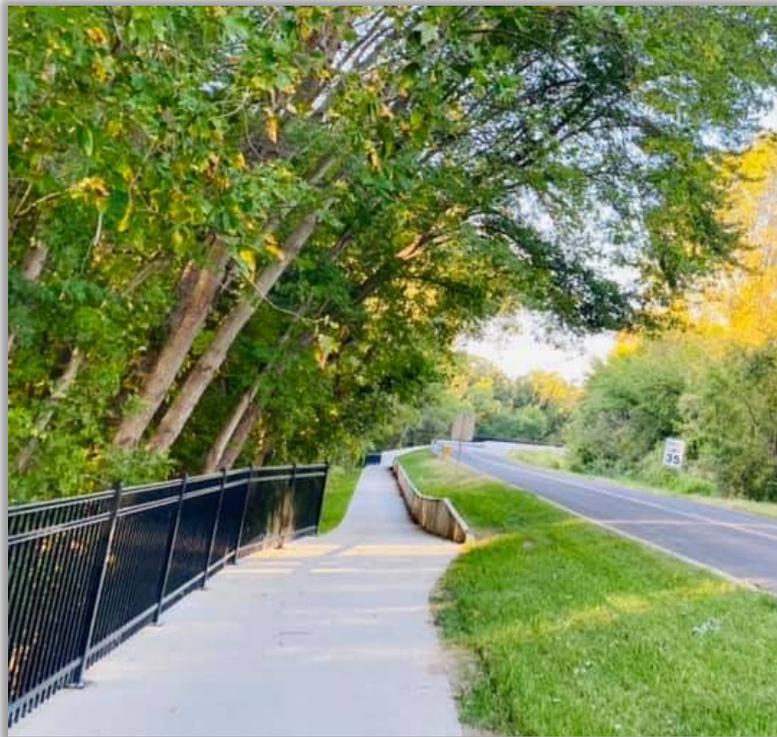
Capital Improvement Sales Tax	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Expended
<b>All Expenditures</b>	\$1,355,370	\$1,355,370	<b>\$29,439</b>	<b>2.2%</b>

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

# Capital Improvement Sales Tax Revenue - 3 Year Trend History



# Debt Service Fund



General Obligation Debt utilized to fund Main Street Trail

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

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

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

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

# Transportation Sales Tax Fund



Public Works Street Department Team

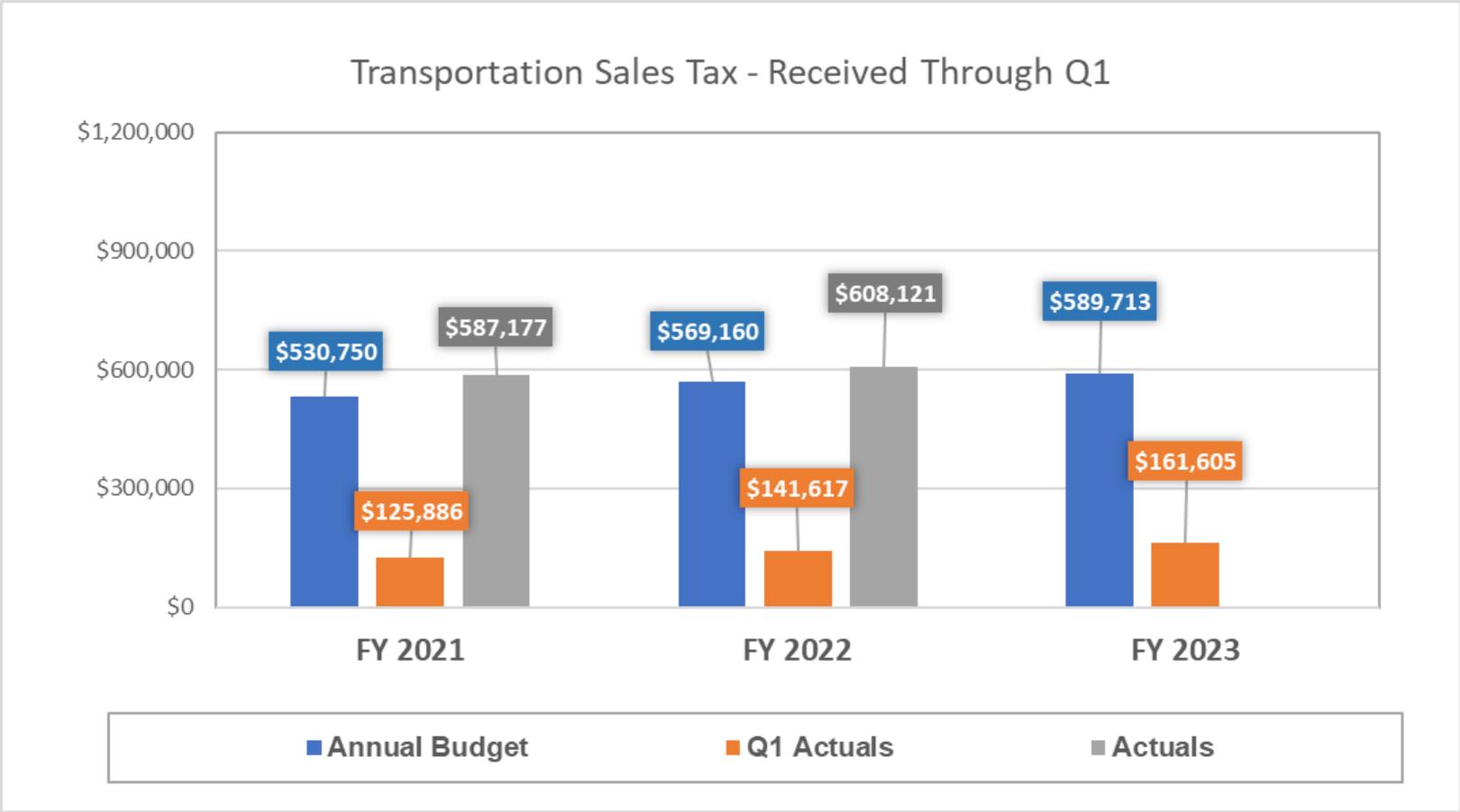
Transportation Sales Tax	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% of Budget Received
<b>Revenues</b>	\$589,713	\$615,750	\$161,605	27.4%

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

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

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

# Transportation Sales Tax Revenue - 3 Year Trend History



# Combined Water & Wastewater Fund



Christopher Blanton – New Water Plant Shift Supervisor

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

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

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

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

# 2023 Capital & Maintenance Program – CWWS Fund



*Aerobic Digester Improvements*

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

# Water & Wastewater Sales Revenue



City Water Tower

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

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

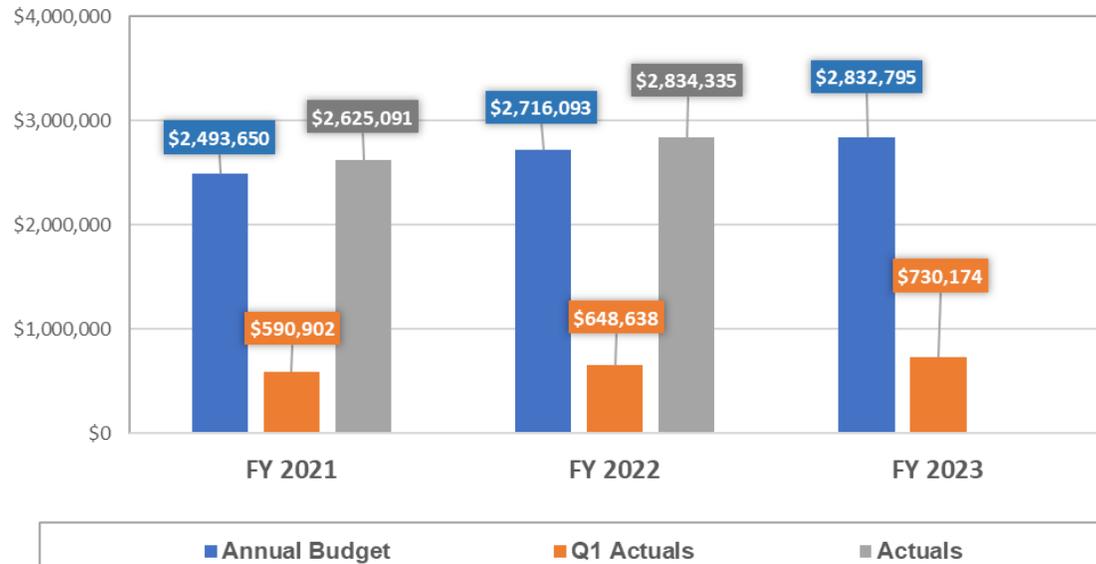
CWWS Fund	FY2023 Budgeted	FY2023 Projections	FY2023 YTD	% Received of Budget
<b>Wastewater Sales</b>	\$2,038,250	\$2,101,468	<b>\$554,587</b>	<b>27.2%</b>

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

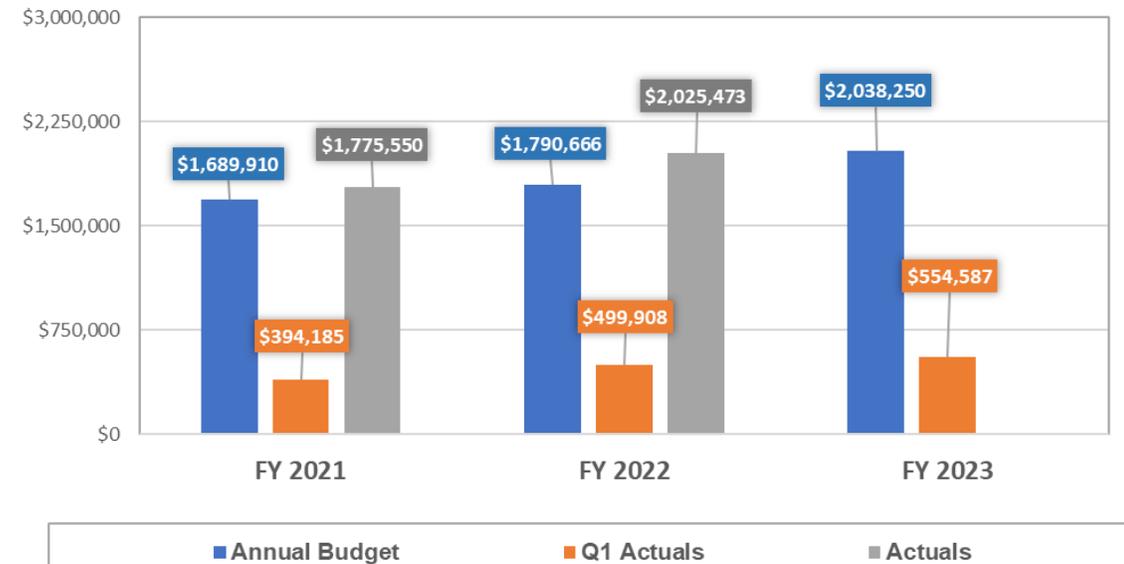
# Water & Wastewater Sales Revenue

## 3 Year History of Q1

Water Sales Revenue - Received Through Q1



Wastewater Sales Revenue - Received Through Q1



# CWWS Fund – Bottom Line

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

# Sanitation Fund



GFL Bright Green Sanitation Trucks

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

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

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

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

# Park & Stormwater Sales Tax Fund



City Park Shelter

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

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

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

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

# VERF (Vehicle & Equipment Replacement Fund)



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

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

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

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

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

# ARPA (American Rescue Plan Act) Fund



Raw Water Pump Station Interior

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

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

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

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

# 3 Month Budget Review - Conclusion



## Revenues

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

## Expenditures

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