

**SMITHVILLE BOARD OF ALDERMEN  
WORK SESSION**

June 3, 2025 5:00 p.m.

City Hall Council Chambers and Via Videoconference

**1. Call to Order**

Mayor Boley, present, called the meeting to order at 5:00 p.m. A quorum of the Board was present: Melissa Wilson, Marv Atkins, Leeah Shipley, Kelly Kobylski and Ronald Russell. Leeah Shipley and Dan Hartman were absent.

Staff present: Cynthia Wagner, Gina Pate, Chief Lockridge, Chuck Soules, Jack Hendrix, Rick Welch, Matt Denton, Linda Drummond, Mayra Toothman, Anthony Glenn and Madelynn Call.

**2. Liquor Licensing**

Chief Lockridge noted that this topic came up from a series of meetings between the Police Department, the Parks Department and event planners and coordinators. A key takeaway from these discussions was the interest in aligning our terminology for liquor licensing with that used by the state and county. This alignment will simplify the process for both event planners and our staff. Chief noted that his report includes a table that describes our current licensing terms alongside the state terminology and license. Staff's recommendation is to bring forward an ordinance change at the next meeting that aligns our terminology with state and county terminology. One specific license is the caterer's permit, at the state level, is issued on a per-day basis for up to seven consecutive days, while our existing license covers seven days. Staff suggests that we adjust our license language to match the states for consistency. Staff has been collaborating closely with the state liquor supervisor from Kansas City and his county-level counterpart, both of whom support this change. Should there be any technical inquiries in future meetings, the state liquor supervisor from Kansas City is willing to attend to provide assistance. It is important to clarify that we are not altering any requirements or the functions of the licenses; we are merely changing the names of the license types to ensure they are consistent with state and county licensing.

Alderman Wilson asked if we would keep the Temporary Location for Liquor by the Drink, Caterers Permit at \$37.50 for seven days.

Chief Lockridge explained that was one that staff recommends changing in order to make the amendment to the schedule of fees to align with the state. According to state statute, the city can charge up to one and a half times the state fees for a liquor license, which is consistent with all the other fees. We would implement the same for the by day permit.

Alderman Kobylski asked if the state charges \$10 for the Temporary Location for Liquor by the Drink permit we would charge \$15. She also asked to see how that compared to other cities and their schedule of fees.

Chief Lockridge explained that is staff's recommendation unless the Board would like staff to explore something different. Chief noted that he did not have that prepared for this meeting but would get the information for the Board.

Mayor Boley thanked Chief Lockridge and Matt Denton for their work on this.

Chief Lockridge noted that these recommendations would make this process easier on staff.

### **3. Discussion 6-Month FY2025 Budget Review**

City Administrator Cynthia provided an overview of the information that would be presented concerning the budget. She thanked Finance Director Rick and his new staff member for their efforts in compiling this. She explained that the second quarter update would lead us into the budget discussion. Cynthia noted that this represents the first budget discussion following the retreat, where the board provided guidance on the essential areas of focus. During the budget presentation, Rick will outline that there will be multiple work sessions covering numerous budget-related subjects. The discussion tonight will zero in on the general fund from a departmental perspective.

Cynthia noted that the information staff would be presenting differs slightly from how it has been presented previously. Historically, staff shared departmental updates regarding completed tasks and work from the preceding year along with future budget considerations. Staff has transitioned from that practice. A significant amount of information on the prior year has been reported through the Popular Annual Financial Report (PAFR) and other reports on social media. Rather than of reiterating previous data, we will examine historical budget information, highlight charts illustrating those figures, and review both the actual baseline budget as well as the budget requests the departments have been developing. Departments began discussions regarding their budgetary needs before engaging with Rick individually. Once they refined their budgets, they met with Cynthia to discuss their proposed budgets. Some items initially identified may not be presented to the Board.

Cynthia noted that Rick will explain that staff will be seeking feedback from the Board on items associated with the expanded budget. Some requests represent minor expenses while others are more significant. She noted that staff appreciates the Board's insights on any exclusions, or any items included that may not be urgent at this moment. This conversation is not the final step in the budget process and does not provide concrete bottom-line figures since further discussions will involve compensation deliberations in the budget. Employee compensation and benefits constitute a considerable portion of each budget throughout the organization. These will play a vital role in the upcoming discussions. There have also been requests from external agencies for financial support, along with special events and additional new initiatives to address in separate discussions and work sessions over the next couple of months.

Cynthia explained that staff was seeking general insights from the Board, focusing primarily on the General Fund. She noted that staff has begun to analyze what the Public Safety Sales Tax might entail and have collected information from the governing body to prioritize our approach with these funds. Rick will also mention that staff has examined cash flows of the Parks and Recreation and Stormwater sales taxes as well as the Capital Improvement sales tax, all of which were adopted more recently. We would be reviewing the historical data on projected revenues and revenue collections to gauge a timeline for when funds might become available. The estimated \$700,000 is on target for where we anticipate. However, this amount will not be accessible November 1 with the budget's initiation; instead, it will begin to come in throughout the year.

Cynthia thanked Rick and his staff, as well as staff throughout the organization, for the for their work to date on the budget.

Rick introduced new Finance Analyst Madelynne Call to the Board. Rick presented the 6-month FY2025 budget review.

### FY2025 Budget Amendments

FY2025 budget figures include budget amendments approved by the Board:

- Budget Amendment #1: On November 19, 2024, \$50,500 expenditure to the General Fund for Collective Bargaining Agreement for full-time sworn police officers at the rank of sergeant.
- Budget Amendment #2: On December 17, 2024, \$10,000 expenditure to the CWWS Fund for the City’s website design and hosting services.
- Budget Amendment #3: On January 7, 2025, \$264,465.95 expenditure to the CWWS Fund for the water treatment plant residuals cleanout project, budgeted in 2024 and carryforward to FY2025, including \$26,465.95 of change orders.
- Budget Amendment #4: On January 21, 2025, \$34,131.33 expenditure to the General Fund and \$156,000 expenditure to the Transportation Sales Tax Fund.
  - \$20,000 to the General Fund to cover additional snow removal expenditures.
  - \$14,131.22 to the General Fund to cover unspent 2024 Neighborhood Beautification Grant awards with a deadline of April 1, 2025.
  - \$156,000 to the Transportation Sales Tax Fund to fund street maintenance operations not originally budgeted.
- Budget Amendment #5: On March 4, 2025, \$6,802.25 expenditure to the General Fund for the public safety sales tax election to Clay County.
- Budget Amendment #6: On April 1, 2025, \$70,000 expenditure to the Transportation Sales Tax Fund for addition maintenance and repair materials for the Street Department.
- Budget Amendment #7: On April 1, 2025, \$7,150 expenditure to the General Fund for Janitorial Services.
- Budget Amendment #8: On May 6, 2025, \$112,156 expenditure to the CWWS Fund for a watermain break along Church Street ; \$4,500 expenditure to the General Fund to repair sanitary service line.

### General Fund Review

General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
<b>Revenues</b>	\$6,737,657	\$7,272,399	<b>\$4,317,892</b>	<b>64.1%</b>

- The 2<sup>nd</sup> quarter FY2025 General Fund revenue projections are higher compared to budgeted amounts. Revenues for the 2nd quarter 2025 have performed well, averaging 55% of budget compared with 64.1% 2<sup>nd</sup> quarter FY2025.
- Projection increased due to strong interest income and use tax.

General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Expended
<b>Expenditures</b>	\$7,547,496	\$7,547,496	<b>\$3,440,135</b>	<b>45.6%</b>

- The 2<sup>nd</sup> quarter FY2025 General Fund expenses are consistent with projected budget.

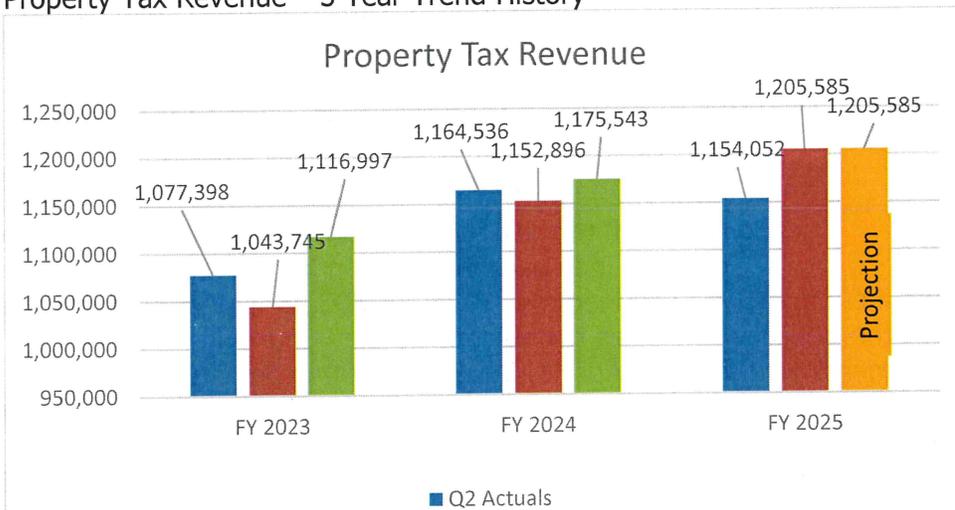
**Property Tax Revenue**

*Property Tax revenue comprises 17% of General Fund revenues and plays a significant role in funding core City services and amenities.*

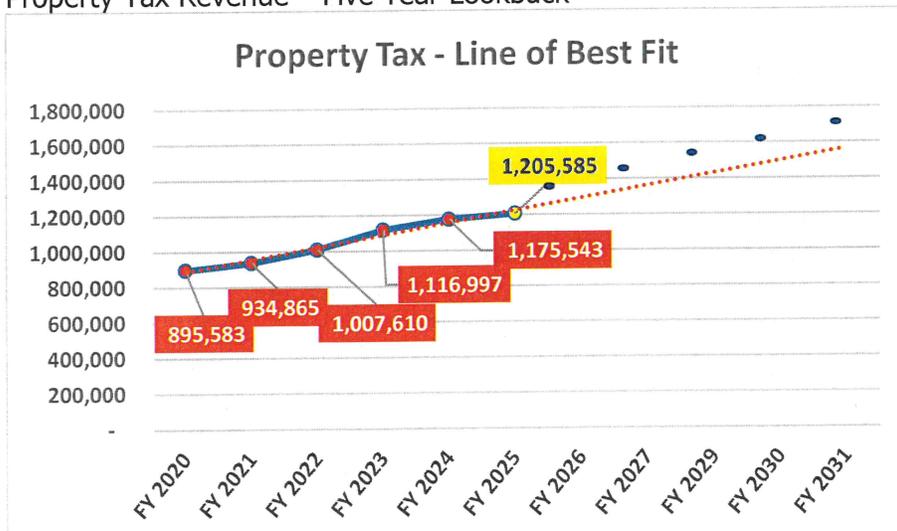
General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
<b>Property Tax Revenues</b>	\$1,205,585	\$1,205,585	<b>\$1,154,052</b>	<b>95.7%</b>

- During the second half of the fiscal year, the City recognizes minimal revenue.
- The City, on average in the past 3 years, received 98% of annual property tax revenue by the 2<sup>nd</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 5.89%.

**Property Tax Revenue – 3 Year Trend History**



**Property Tax Revenue – Five Year Lookback**



Red: Previous Year Actuals    Yellow: FY2025 Projected    Blue: Projected FY2026 and Beyond

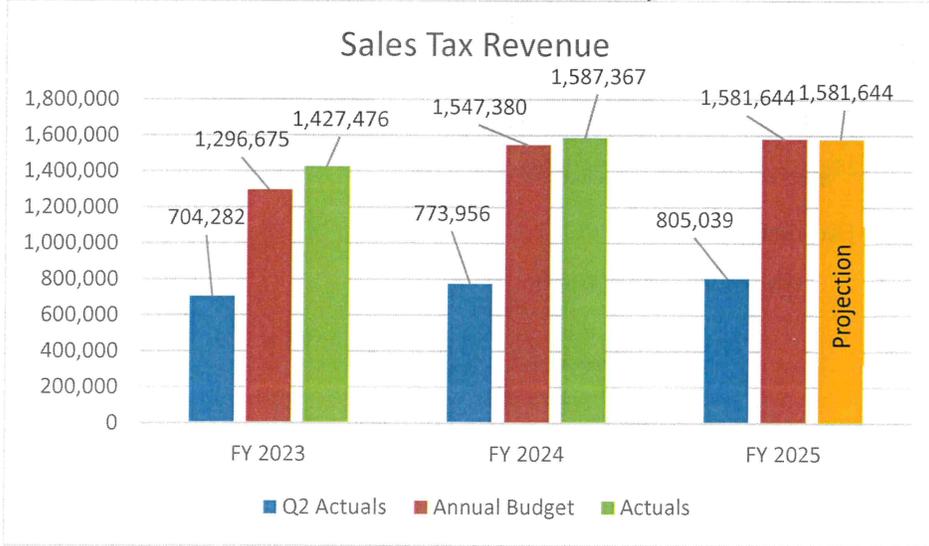
**1% City Sales Tax Revenue**

General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received

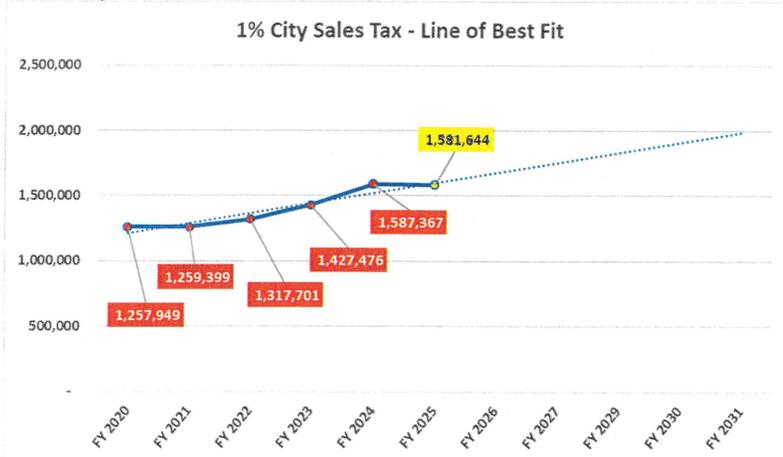
<b>Sales Tax Revenues</b>	\$1,581,644	\$1,581,644	<b>\$805,039</b>	<b>50.9%</b>
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- The City, on average in the past 3 years, receives 46% of sales tax annual revenue by the 2<sup>nd</sup> quarter of the fiscal year.
- This data reflects the monthly 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

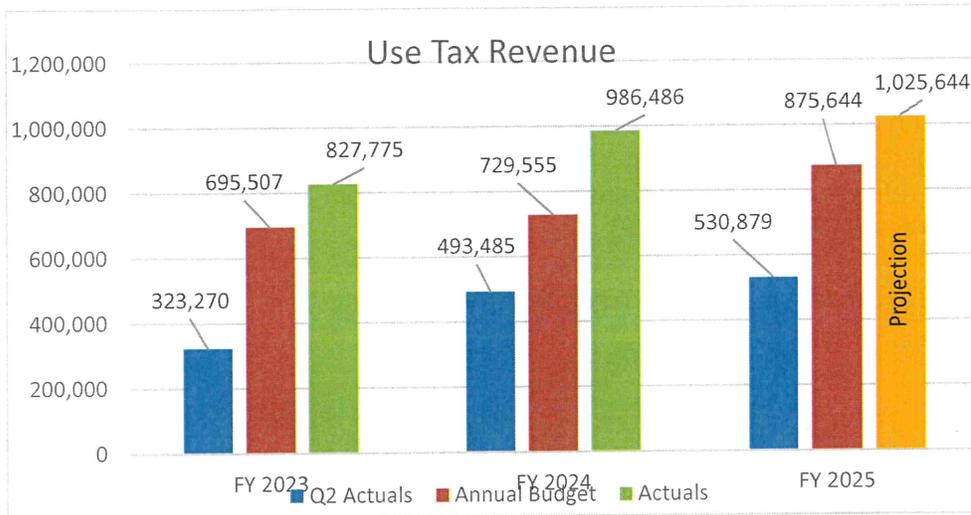


Red: Previous Year Actuals    Yellow: FY2025 Projected    Blue: Projected FY2026 and Beyond

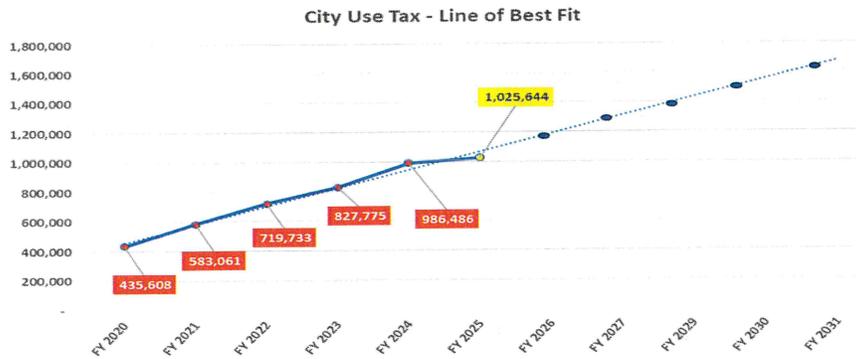
Use Tax Revenue

General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
<b>Use Tax Revenues</b>	\$875,644	\$1,025,644	<b>\$530,879</b>	<b>60.6%</b>

Use Tax Revenue – 3 Year Trend History



City Use Tax Revenue – Five Year Lookback



Red: Previous Year Actuals    Yellow: FY2025 Projected    Blue: Projected FY2026 and Beyond

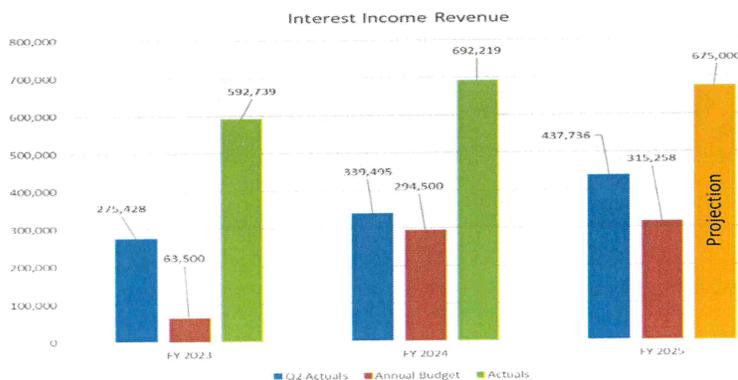
### Interest Income Revenue

General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Interest Income	\$315,258	\$675,000	<b>\$437,736</b>	<b>138.8%</b>

The City has received 43% of the annual budgeted interest income by the 2<sup>nd</sup> quarter of the fiscal year.

- Projected interest income has been increased for FY2025 due to Federal Reserve predictions of fewer interest rate cuts.

### Interest Income – 3 Year Trend History

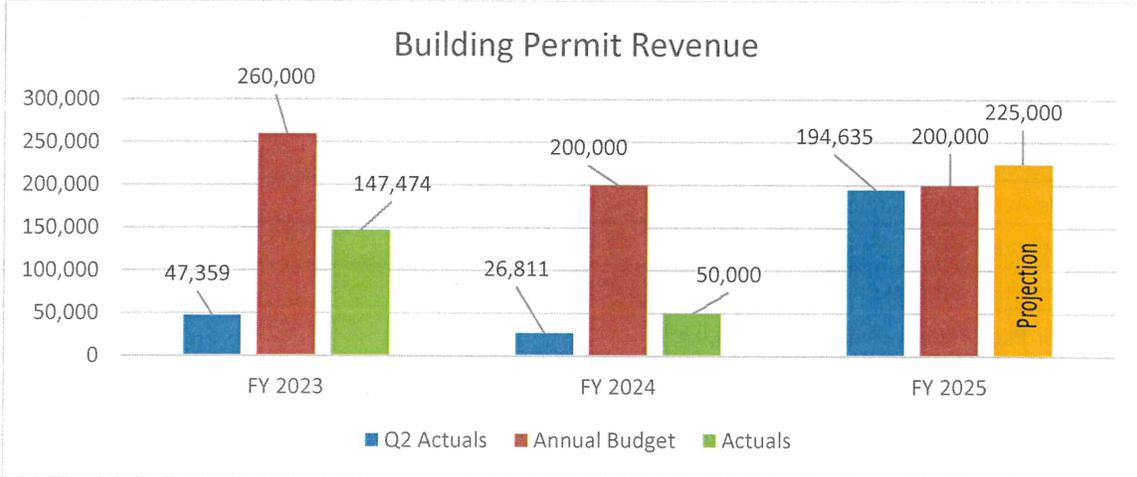


### Building Permit Revenue

General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
<b>Building Permit</b>	\$200,000	\$225,000	<b>\$194,635</b>	<b>97.3%</b>

- Fairview Crossing, both residential and commercial, has been the largest project driving YTD revenue. Anticipate additional 110 Smithville permit revenue to through FY2025.
- Increased projection from 200,000 to 225,000

### Building Permit Revenue



### General Fund – Bottom Line

	Actual FY 2024	Budgeted FY 2025	Projected FY 2025
<b>Beginning Fund Balance</b>	\$ 3,963,979	\$ 3,806,561	\$ 3,806,561
<b>Total Revenues</b>	\$ 6,942,100	\$ 6,737,657	\$ 7,272,399
<b>Total Expenses</b>	\$ 7,099,518	\$ 7,547,496	\$ 7,547,496
<b>Net Change in Fund Balance</b>	\$ (157,418)	\$ (809,839)	\$ (275,097)
<b>Ending Fund Balance</b>	\$ 3,806,561	\$ 2,996,722	\$ 3,531,464
			<b>\$ 534,742</b>

### Combined Water and Wastewater Fund

CWWS Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
<b>Revenues</b>	\$7,143,660	\$7,143,660	<b>\$3,653,373</b>	<b>51.1%</b>

- Water and wastewater sales are in line with budget. Revenues as a percentage of budget received slightly higher due to timing of grant reimbursements.

CWWS Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Expended
<b>Expenditures</b>	\$10,800,684	\$9,010,684	<b>\$2,301,113</b>	<b>21.3%</b>

- Expenditure projections have been lowered due to delays in projects such as Smith’s Fork Force Main, Maple Ave and River Crossing, and Stonebridge Lift Station.

2025 Capital Funded Projects – CWWS Fund

Projected CWWS Capital Projects	Status
West Bypass of the 144th Street Lift Station (Construction)	In Process
Smith's Fork Force Main (Construction)	In Process
Owens Branch Gravity Line Phase #1, Line #1 (Engineering)	In Process
Maple Ave & River Crossing (12" Waterline) (50% of Construction)	In Process
Stonebridge Lift Station (Engineering)	In Process
Stonebridge Lift Station (Construction With SSD Cost Sharing)	On Hold
Water Plant Improvements (Construction)	In Process
McDonalds/Central Bank Lift Station (Engineering)	On Hold

144<sup>th</sup> Street Lift Station has a \$1,050,000 Federal Earmark in FY2025.

Water and Wastewater Sales Revenue

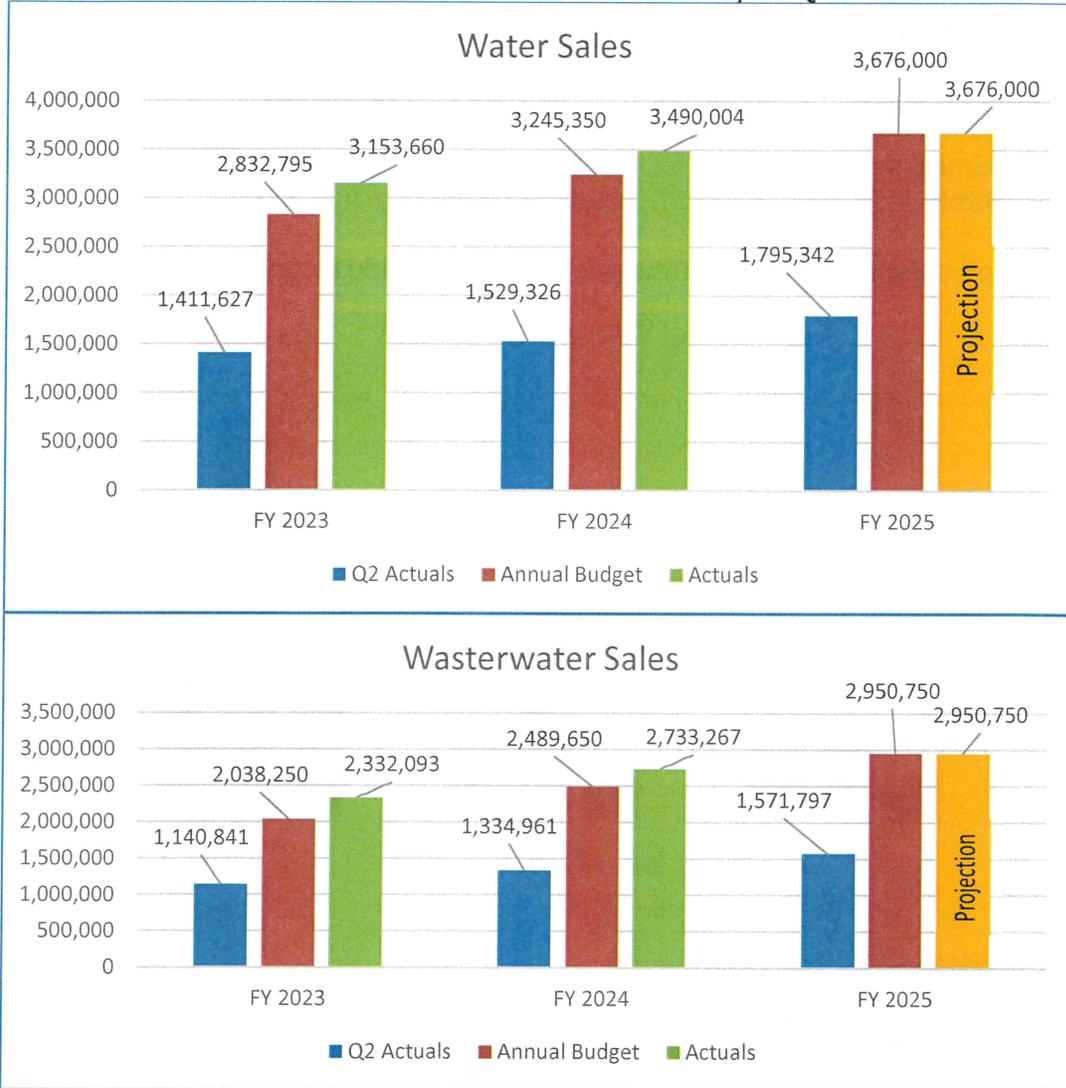
CWWS Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Received of Budget
<b>Water Sales</b>	\$3,676,000	\$3,676,000	<b>\$1,795,342</b>	<b>48.8%</b>

- The City, on average in the past 3 years, receives 45% of water sales annual revenue by the 2<sup>nd</sup> quarter of the fiscal year.

CWWS Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Received of Budget
<b>Wastewater Sales</b>	\$2,950,750	\$2,950,750	<b>\$1,571,797</b>	<b>53.3%</b>

- The City, on average in the past 3 years, receives 48% of wastewater sales annual revenue by 2<sup>nd</sup> quarter of the fiscal year.

### Water and Wastewater Sales Revenue - 3 Year History of Q2



### Capital Improvement Sales Tax Fund

Projected Capital Improvement Sales Tax Projects	Status
Riverwalk & Trail (Engineering)	In Process
2 <sup>nd</sup> Creek Sidewalks (Engineering)	In Process
Downtown Streetscape Phase III	Completed
1st & Bridge Street Round-A-Bout (Engineering)	In Process

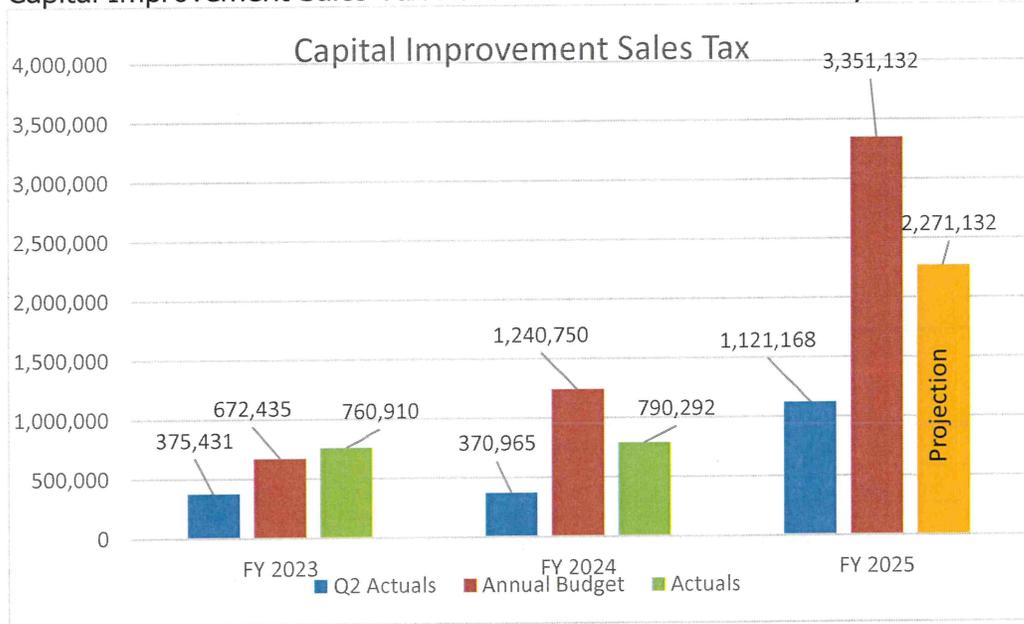
Capital Improvement Sales Tax	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
<b>Sales tax</b>	\$783,132	\$783,132	<b>\$390,917</b>	<b>49.9%</b>
<b>Reimbursements</b>	\$2,568,000	\$1,488,000	<b>\$730,252</b>	<b>28.4%</b>
<b>All Revenues</b>	\$3,351,132	\$2,271,132	<b>\$1,121,168</b>	

Budget includes a \$1,488,000 MoDOT reimbursement for Streetscape Phase III Construction.

Capital Improvement Sales Tax	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Expended
All Expenditures	\$4,233,000	\$2,827,917	\$1,478,167	34.9%

Current reimbursement request for Streetscape Phase III Construction expenses is approximately \$597,000. Expect full reimbursement by July 2025.

Capital Improvement Sales Tax Revenue – 3 Year Trend History



Transportation Sales Tax Fund

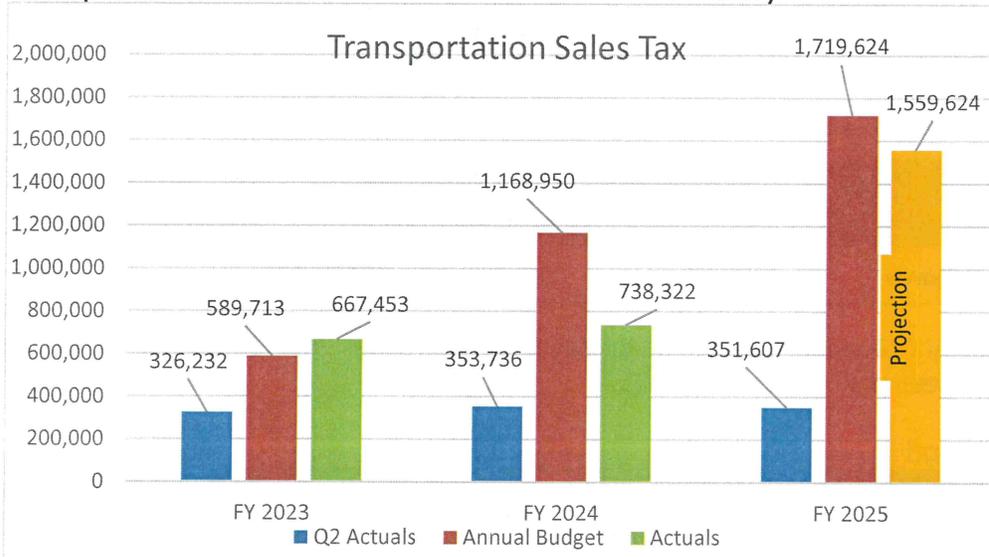
Projected Transportation Sales Tax Projects	Status
Annual Asphalt Overlay Program (Projects TBD)	In Process
Annual Sidewalk Replacement Program	In Process
Commercial Street Sidewalks (Construction)	In Process
1st & Bridge Street Round-A-Bout (Engineering)	In Process

Transportation Sales Tax	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Sales tax	\$758,624	\$758,624	\$345,767	45.6%
Street & Curb Fees	\$1,000	\$1,000	\$5,840	584.0%
Reimbursements	\$960,000	\$800,000	-	-
Revenues	\$1,719,624	\$1,559,624	\$351,607	-

- Budget includes a \$800,000 MARC reimbursement for Commercial Street Sidewalks.

Transportation Sales Tax	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Expended
<b>Expenditures</b>	\$1,652,000	\$1,652,000	<b>\$121,161</b>	<b>7.3%</b>

Transportation Sales Tax Revenue – 3 Year Trend History



Parks and Stormwater Sales Tax Fund

Projected Park and Stormwater Sales Tax Projects	Status
OK Railroad Trail - Phase I (Construction)	In Process
Dundee Road Stormwater Improvements (Engineering)	In Process
Dundee Road Stormwater Improvements (Construction)	On Hold
Forest Oaks Stormwater Improvements (Engineering)	In Process
Forest Oaks Stormwater Improvements (Construction)	On Hold
Riverwalk & Trail Construction (30% of Construction)	On Hold

Park & Stormwater Sales Tax	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
<b>Sales tax</b>	\$781,294	\$781,294	<b>\$387,560</b>	<b>49.6%</b>
<b>Reimbursements</b>	\$184,000	\$184,000	-	-
<b>Revenues</b>	\$965,294	\$965,294	<b>\$387,560</b>	-

- The City, on average in the past year 3 years, receives 44% of park and stormwater sales tax annual revenue by the 2<sup>nd</sup> quarter of the fiscal year.
- OK Railroad Trail has a \$184,000 grant.

Park & Stormwater Sales Tax	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Expended of Budget
Expenditures	\$1,170,000	\$381,000	\$27,318	2.3%

Debt Service Fund

Debt Service	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Revenues	\$365,000	\$365,000	\$0	0.0%

- Series 2018 and Series 2019 debt issuance

Debt Service	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Expended
Expenditures	\$365,000	\$365,000	\$268,913	73.7%

- General Obligation scheduled debt payments (for Series 2018 and Series 2019 issuances) have been paid in February 2025.

Sanitation Fund

Solid Waste Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Received of Budget
Revenues	\$971,205	\$971,205	\$487,107	50.2%

- The City, on average in the past 3 years, receives 49% of solid waste annual revenue by the 2<sup>nd</sup> quarter of the fiscal year.

Solid Waste Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Expended of Budget
Expenditures	\$970,617	\$970,617	\$477,437	49.2%

- The City also pays to participate in the Household Hazardous Waste collection program administered by MARC which is funded by the Solid Waste Fund.

VERF (Vehicle and Equipment Replacement Fund)

VERF	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Received of Budget
Revenues	\$469,000	\$469,000	\$0	0.0%

- The VERF will receive the annual operational support in Q2 of 2024.

VERF	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Expended of Budget
Expenditures	\$474,794	\$474,794	\$203,138	42.8%

- The City is evaluating its leased vehicles and choosing to keep them longer rather than returning them, and trading between departments to align with department needs, resulting in cost savings.
- The City is currently leasing 38 vehicles with Enterprise Fleet Management.

#### 6-Month Budget Review – Conclusion

##### Revenues

- Property Tax: Property tax is tracking to hit budget in FY2025.
- Sales Tax: Revenues continue to meet budget projections through Q2, staff continues to monitor closely.
- Use Tax: No slow down through Q2. Increased projections slightly for FY2025.
- Interest Income: Higher than budgeted revenue as rates remain high, increasing the projection in Q2.
- Building Permits: Continued increase in new residential and commercial permits during Q2 has resulted in an increase in projected revenue.

##### Expenditures

- General Fund Operational Expenditures: Expenditures are trending as budgeted. Staff continues to monitor closely.
- Capital Budgets: Projected capital budget activity has increased in all funds this year. Staff will continue to monitor budgets for any potential change orders or project cost increases, as Q3 period is a busy project period.

#### 4. Discussion Department Budget Presentation

Rick noted that each department will present their budget and requests

Cynthia noted that the first budget reading is scheduled for October 7. It is the staff's intention to provide the budget document when it is adopted and wanted to ensure that we communicate this so that everyone is expecting it.

Rick presented the FY2026 Budget Process Schedule.

June 17

Staffing Needs  
World Cup  
Outside Funding Requests  
Downtown Snow Removal Priorities

July 1

Capital Improvement Plan Updates  
Water and Wastewater Master Plans  
Sidewalk Program Review

July 15

Compensation and Benefits  
Schedule of Fees

August 19

9 Month Budget Update

September 23

Draft Budget Presented  
Set Property Tax Rate (if available from county)

September 30

Second Budget Discussion (if needed)

October 7

Budget Approval – First Reading

October 21

## Budget Approval – Second Reading

### Key Operating Budget Assumptions

Cost Category	Budget Assumptions
Fuel	\$3.55 / Gallon
Health Insurance	15% Increase
Insurance (Other)	11% Increase
Non-contract Commodities	3% Increase
Propane	\$2.00 / Gallon
Utilities	5% Increase

Alderman Wilson noted that with the Senate bill that was approved this year by the Missouri legislature, should we consider raising the utility amount.

Rick explained that the bill had not yet been adopted but we will monitor it and make the adjustments if needed.

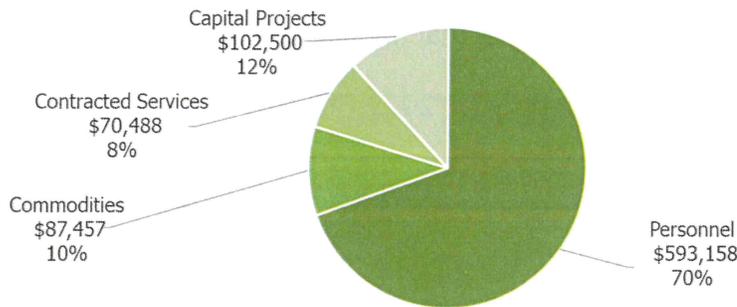
### Department Budget Overview Structure Presentations for Each Department to Include:

1. Budget History
  - FY2023 Actual, FY2024 Actual and FY2025 Adopted
2. Budget Review
  - Building on the Budget History slide, adding FY2025 Baseline and FY2026 Baseline
3. Budget Requests (if applicable)
  - Summary of department-submitted requests for FY2026
4. Budget Review with Requests (if applicable)
  - FY2023 Actual, FY2024 Actual, FY2025 Adopted and FY2026 with Requests

### Administration Budget History

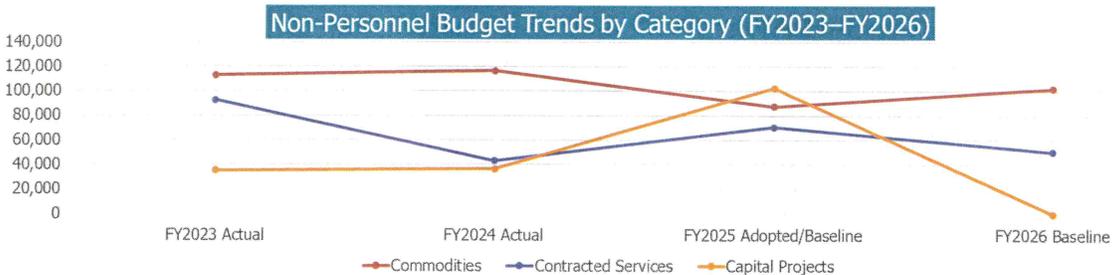
	FY2023 Actual	FY2024 Actual	FY2025 Adopted
Personnel	\$473,973	\$494,929	\$593,158
Commodities	\$112,921	\$116,623	\$87,457
Contracted Services	\$92,649	\$43,324	\$70,488
Capital Projects	\$35,359	\$36,732	\$102,500
	\$714,904	\$691,609	\$853,603

### Administration – FY2025 Adopted



### Budget Review

	FY2023 Actual	FY2024 Actual	FY2025 Adopted	FY2025 Baseline	FY2026 Baseline
Commodities	\$112,921	\$116,623	\$87,457	\$87,457	\$102,121
Contracted Services	\$92,649	\$43,324	\$70,488	\$70,488	\$50,550
Capital Projects	\$35,359	\$36,732	\$102,500	\$102,500	\$100,000
	\$240,930	\$196,679	\$260,445	\$260,445	\$252,671



Cynthia noted our annual membership fee for the Clay County Economic Development Council is \$2,500. While reviewing information for this presentation the Mayor asked that we evaluate our continued participation in the Clay County Economic Development Council is justifiable based on the benefits we receive. Cynthia noted that staff was looking for some feedback from the Board on this matter.

Cynthia also noted that future discussion will include conversations about the World Cup, which we addressed during the retreat. We have considered several activities and special events related to this. As we review the additional budget details, especially in the upcoming meeting, the topic of the World Cup may influence either the administration budget or the governing body budget, depending on how it is incorporated. However, the discussion and execution of anything pertaining to the World Cup is not part of the information this evening, there will be a separate discussion on that.

Mayor Boley noted that on the topic of the Clay County EDC, we have not received any projects from the Clay County EDC in the past five years, so he was not sure what we were paying for.

The Board all agreed not to renew the Clay County EDC membership next year.

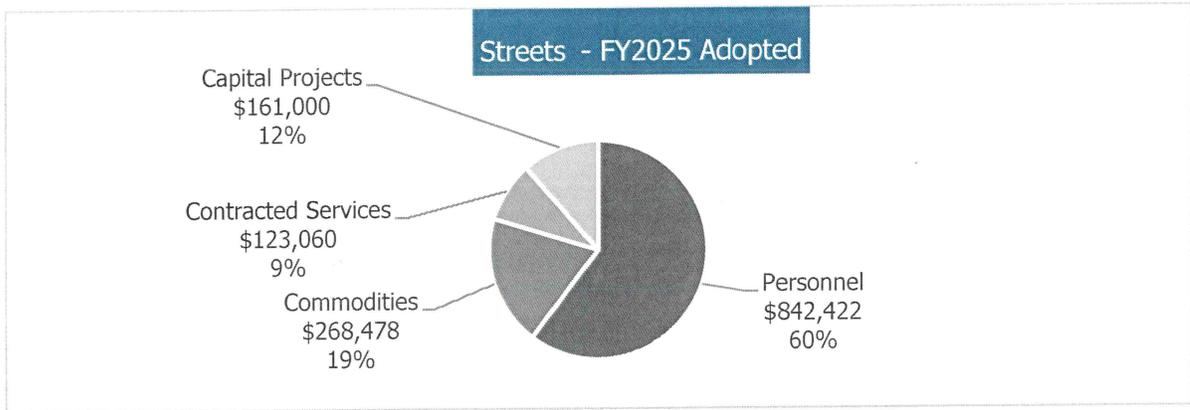
Alderman Russell asked if the graph was correct and the FY2026 Capital Projects was \$0 or should have been \$100,000.

Rick said that Alderman Russell was correct that should have been \$100,000.

Non-Personnel Budget Trends by Category (FY2023-FY2026)

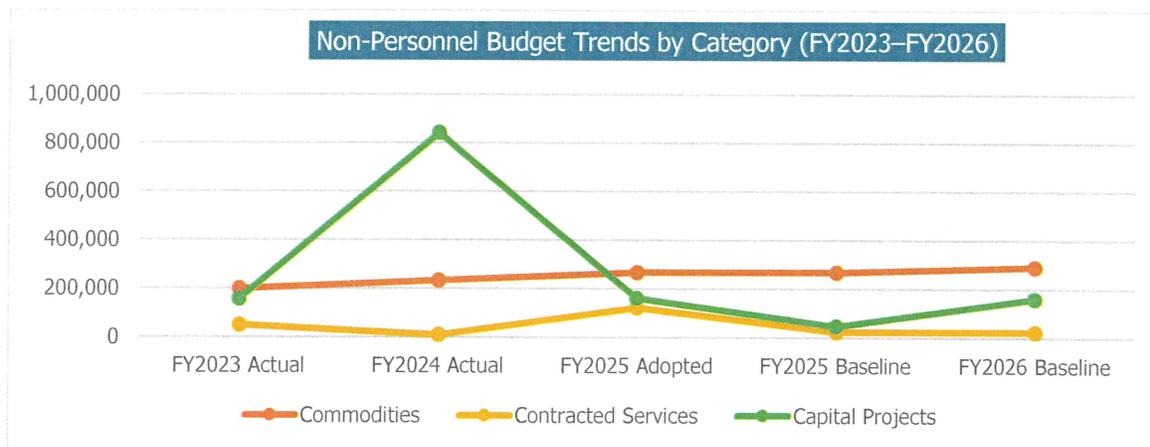
Streets Budget History

	FY2023 Actual	FY2024 Actual	FY2025 Adopted
Personnel	\$742,882	\$705,991	\$842,422
Commodities	\$199,125	\$233,755	\$268,478
Contracted Services	\$49,784	\$10,659	\$123,060
Capital Projects	\$155,405	\$841,961	\$161,000
	\$1,147,196	\$1,792,366	\$1,294,960



Streets Budget Review

	FY2023 Actual	FY2024 Actual	FY2025 Adopted	FY2025 Baseline	FY2026 Baseline
Commodities	\$199,125	\$233,755	\$268,478	\$268,478	\$290,982
Contracted Services	\$49,784	\$10,659	\$123,060	\$23,060	\$23,060
Capital Projects	\$155,405	\$841,961	\$161,000	\$61,000	\$161,000
	\$404,314	\$1,086,375	\$452,538	\$337,538	\$473,042



Streets Superintendent Anthony Glenn presented the budget request for the Street Department.

#### Streets – Budget Requests

- Mini Excavator                      Enhance operational efficiency and productivity  
\$105,000
- Walk behind saw                    Heavy duty and precision cutting for in-house jobs                      \$15,000
- GPS/Snowplow Tracking            Keep citizens up-to-date and driver safety                                      \$25,000
- PCI Software                            Advanced imaging for road evaluation
- Zero turn mower                      Increase efficiency and reduce maintenance costs                      \$23,000

#### Mini Excavator \$105,000

- Versatility and smaller footprint
- Repair curb, gutter and sidewalk
- Excavation of storm drain and catch basin
- Tree root removal
- Drainage grading and repairs

Parks Director Matt Denton explained that the equipment would be shared with the Parks Department.

Alderman Russell asked if the price of the mini excavator includes a trailer.

Anthony explained that it does not and that they already have a trailer to haul it on. It does come with two different size buckets and a hammer drill.

#### Walk Behind Saw \$15,000

- Provides the ability to respond more quickly to infrastructure needs
- Improved efficiency on road & infrastructure maintenance
- Safety for municipal workers (Complies with OSHA silica regulations)

#### Zero Turn Mower \$23,000

Allows mowing in smaller areas where brush hog is too large

Example of areas mowed:

- Highway 169 Right of Way  
- 2nd Creek Road South to Hospital Drive
- 172nd & Jefferson Highway
- Public Works South Shop

Assistant to the Public Works Director Mayra Toothman presented the GPS and PCI Software budget request.

GPS/Snowplow Tracking \$25,000

- Real-time tracking improves storm response
- Keeps public informed of plow status
- Increases efficiency and driver accountability
- Enhances safety during snow events

Alderman Wilson asked if this software would also interact with the contractors during snow removal.

Alderman Atkins asked if it interacts with MoDOT.

Mayra explained that it would be installed on City trucks only so it would not track the contractors or MoDOT.

Cynthia noted that snow removal operations discussion would be on the June 17 work session.

AI PCI Software \$25,000

- Faster, more consistent pavement evaluations
- Reduces manual labor and subjectivity
- Helps plan repairs using accurate, data-driven insights
- Up-to-date data of our road network (video footage/ pictures)

Mayra noted that the \$25,000 is the cost upfront and there would be an annual fee for the following years.

Cynthia noted that the discussion of snow removal would be part of the June 17 work session agenda.

#### Streets Budget Review with Requests

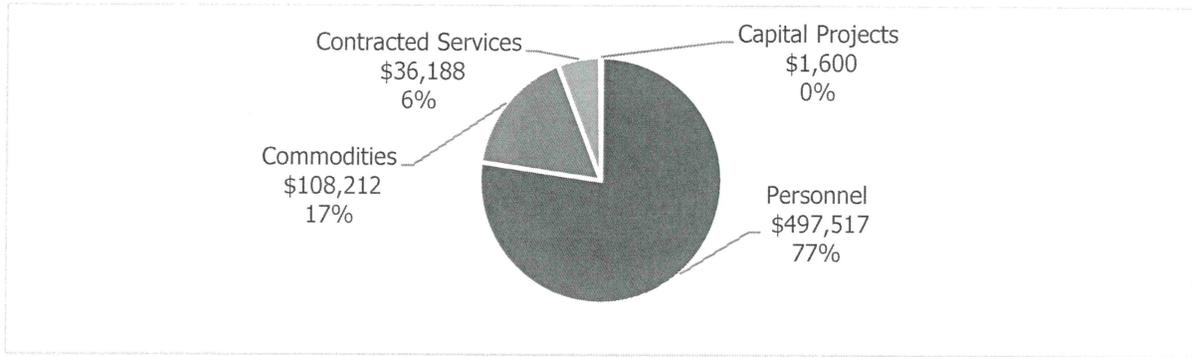
	FY2023 Actual	FY2024 Actual	FY2025 Adopted	FY2026 Requested
<b>Commodities</b>	\$199,125	\$233,755	\$268,478	\$290,982
<b>Contracted Services</b>	\$49,784	\$10,659	\$123,060	\$123,060
<b>Capital Projects</b>	\$155,405	\$841,961	\$161,000	\$352,000
	<b>\$404,314</b>	<b>\$1,086,375</b>	<b>\$452,538</b>	<b>\$766,042</b>

Development Director Jack Hendrix presented the Development budget.

#### Development Budget History

	FY2023 Actual	FY2024 Actual	FY2025 Adopted
<b>Personnel</b>	\$396,985	\$401,538	\$497,517
<b>Commodities</b>	\$48,894	\$57,348	\$108,212
<b>Contracted Services</b>	\$15,506	\$37,764	\$36,188
<b>Capital Projects</b>	\$2,056	\$358	\$1,600
	<b>\$463,441</b>	<b>\$497,008</b>	<b>\$643,517</b>

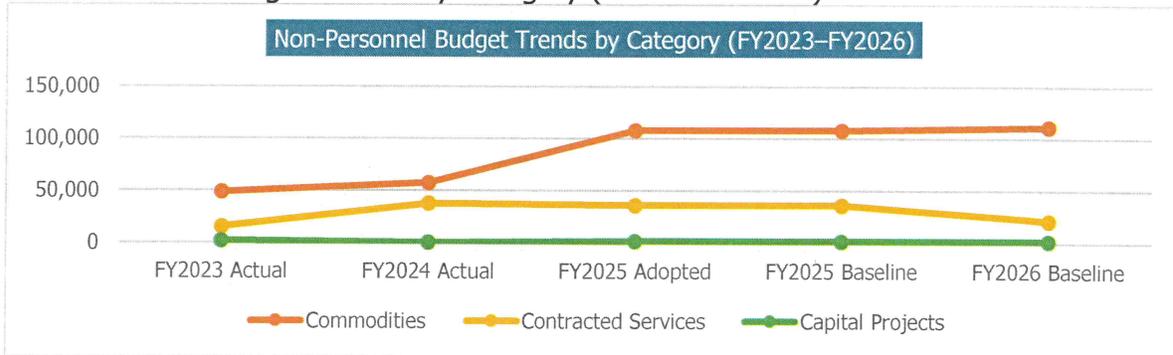
Development - FY2025 Adopted



Development Budget Review

	FY2023 Actual	FY2024 Actual	FY2025 Adopted	FY2025 Baseline	FY2026 Baseline
<b>Commodities</b>	\$48,894	\$57,348	\$108,212	\$108,212	\$111,338
<b>Contracted Services</b>	\$15,506	\$37,764	\$36,188	\$36,188	\$21,188
<b>Capital Projects</b>	\$2,056	\$358	\$1,600	\$1,600	\$1,600
	<b>\$66,456</b>	<b>\$95,470</b>	<b>\$146,000</b>	<b>\$146,000</b>	<b>\$134,126</b>

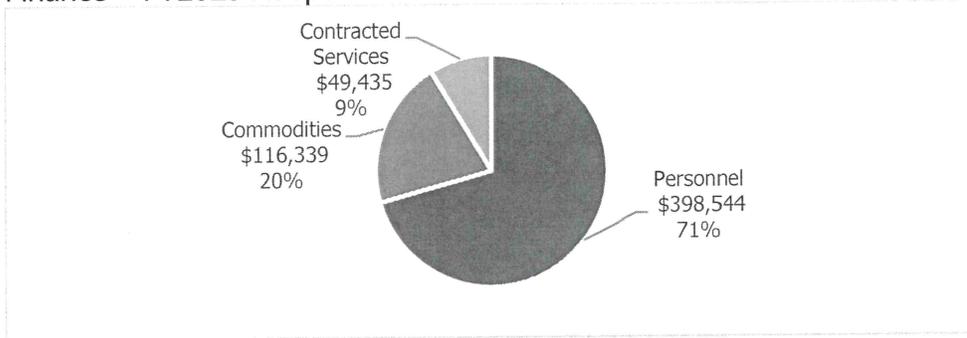
Non-Personnel Budget Trends by Category (FY2023-FY2026)



Rick presented the Finance Department budget.  
Finance Budget History

	FY2023 Actual	FY2024 Actual	FY2025 Adopted
<b>Personnel</b>	\$303,950	\$295,416	\$398,544
<b>Commodities</b>	\$106,716	\$133,224	\$116,339
<b>Contracted Services</b>	\$44,382	\$51,062	\$49,435
<b>Capital Projects</b>	\$ -	\$1,166	\$ -
	<b>\$455,048</b>	<b>\$480,868</b>	<b>\$564,317</b>

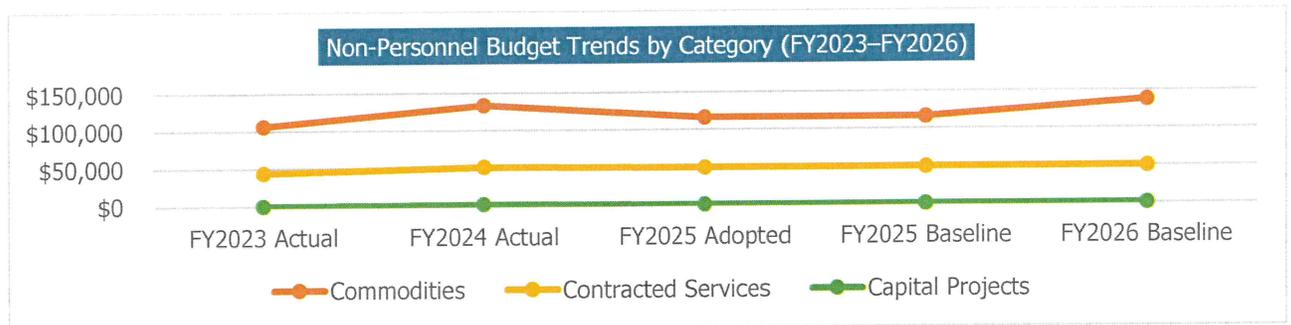
### Finance – FY2025 Adopted



### Finance Budget Review

	FY2023 Actual	FY2024 Actual	FY2025 Adopted	FY2025 Baseline	FY2026 Baseline
<b>Commodities</b>	\$106,716	\$133,224	\$116,339	\$116,339	\$137,758
<b>Contracted Services</b>	\$44,382	\$51,062	\$49,435	\$49,435	\$49,435
<b>Capital Projects</b>	\$ -	\$1,166	\$ -	\$ -	\$ -
	<b>\$151,098</b>	<b>\$185,451</b>	<b>\$165,774</b>	<b>\$165,774</b>	<b>\$187,192</b>

### Non-Personnel Budget Trends by Category (FY2023-FY2026)



### Finance Budget Requests

Financial Transparency Platform	Digital budgeting and transparency platform
Purpose	Enhance financial transparency and communication
Amount Requested	\$25,000
Key Features	Streamlined operating budget management and digital book
budget	Public-facing performance dashboards and financial transparency portal
	Secure collaboration tools and audit trails for accountability
	Customizable templates, project tracking, and citizen engagement tools

Alderman Russell asked if the \$25,000 was an annual fee. He also asked if it was compatible with our current software.

Rick explained that they charge a \$7,500 one-time fee and then approximately \$18,000 annually. Reck noted that it is a stand alone system that you upload data to their secure platform, and they then manipulate the data to give you what you want to see.

Alderman Wilson asked if it could give you financial statements.

Rick noted that he was confident they could. He discussed it briefly with them and it is simply a question of defining our desired outcome. He also wants to align with the practices of external auditors and not create something that requires us to repeatedly adjust it for them.

#### Finance Budget Review with Requests

	FY2023 Actual	FY2024 Actual	FY2025 Adopted	FY2026 Requested
<b>Commodities</b>	\$106,716	\$133,224	\$116,339	\$137,758
<b>Contracted Services</b>	\$44,382	\$51,062	\$49,435	\$74,435
<b>Capital Projects</b>	\$ -	\$1,166	\$ -	\$ -
	<b>\$151,098</b>	<b>\$185,451</b>	<b>\$165,774</b>	<b>\$212,193</b>

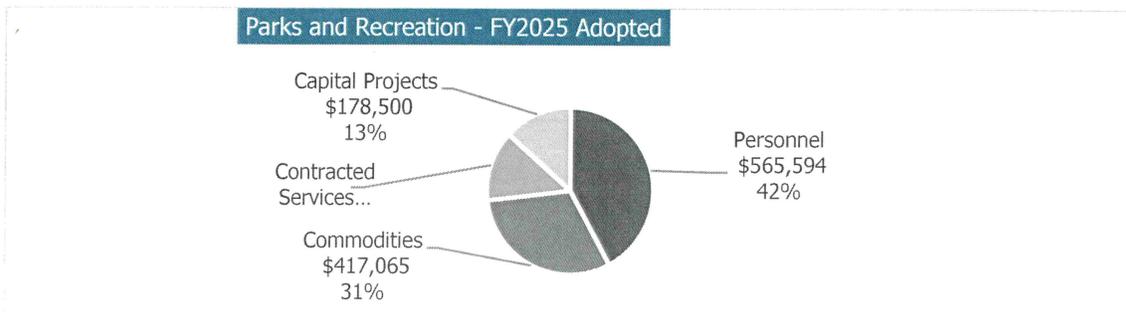
Alderman Russell asked if we charge for the credit card processing.

Rick explained that we implement a charge to recover a portion of that expense, and it is allocated to that specific budget line.

Parks and Recreation Director Matt Denton presented the Parks and Recreation Department budget.

#### Parks and Recreation Budget History

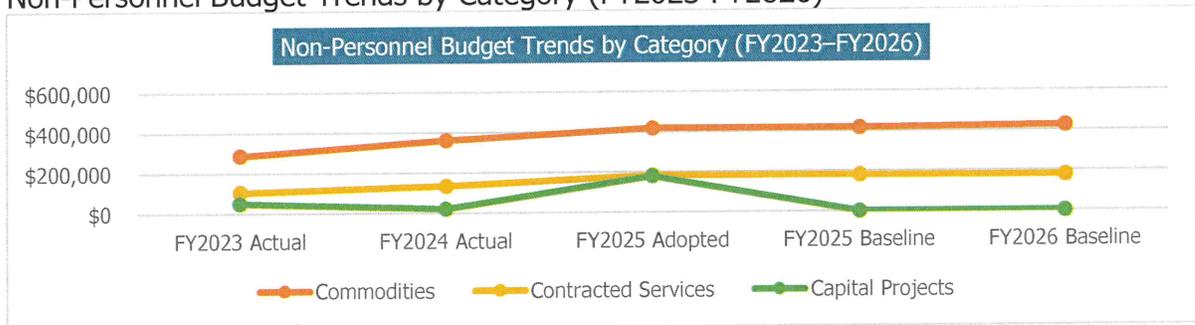
	FY2023 Actual	FY2024 Actual	FY2025 Adopted
<b>Personnel</b>	\$425,221	\$437,806	\$565,594
<b>Commodities</b>	\$288,210	\$361,795	\$417,065
<b>Contracted Services</b>	\$107,091	\$134,156	\$182,280
<b>Capital Projects</b>	\$49,939	\$20,330	\$178,500
	<b>\$870,462</b>	<b>\$954,088</b>	<b>\$1,343,439</b>



Parks and Recreation Budget Review

	FY2023 Actual	FY2024 Actual	FY2025 Adopted	FY2025 Baseline	FY2026 Baseline
<b>Commodities</b>	\$288,210	\$361,795	\$417,065	\$417,065	\$425,416
<b>Contracted Services</b>	\$107,091	\$134,156	\$182,280	\$182,280	\$179,080
<b>Capital Projects</b>	\$49,939	\$20,330	\$178,500	\$ -	\$ -
	<b>\$445,241</b>	<b>\$516,282</b>	<b>\$777,845</b>	<b>\$599,345</b>	<b>\$604,496</b>

Non-Personnel Budget Trends by Category (FY2023-FY2026)



Parks and Recreation Budget Requests

Golf cart	Replace 1999 Golf Cart - Equipment replacement plan	\$15,000
Toolcat bucket	Replace bucket arm that has been bent	\$6,000
Senior Center	Update floor, cabinets, countertops, and lights	\$10,000
Billy goat leaf vac	Clean up leaves, trash, and debris more efficiently	\$3,500
Park maintenance	Update Maintenance Shop floor, cabinets, and windows	\$10,000

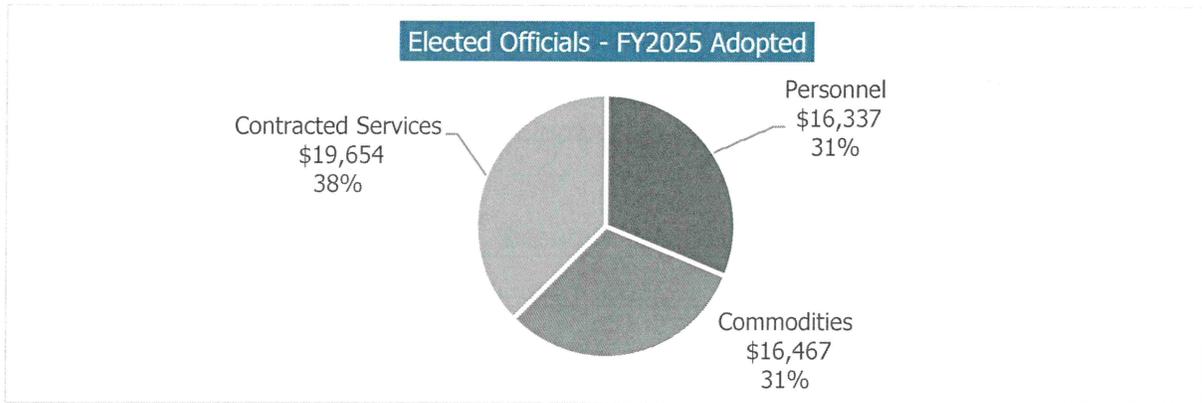
Parks and Recreation Budget Review with Requests

	FY2023 Actual	FY2024 Actual	FY2025 Adopted	FY2026 Requested
<b>Commodities</b>	\$288,210	\$361,795	\$417,065	\$425,416
<b>Contracted Services</b>	\$107,091	\$134,156	\$182,280	\$183,080
<b>Capital Projects</b>	\$49,939	\$20,330	\$178,500	\$44,500
	<b>\$445,241</b>	<b>\$516,282</b>	<b>\$777,845</b>	<b>\$652,996</b>

Rick presented the Elected Officials budget.

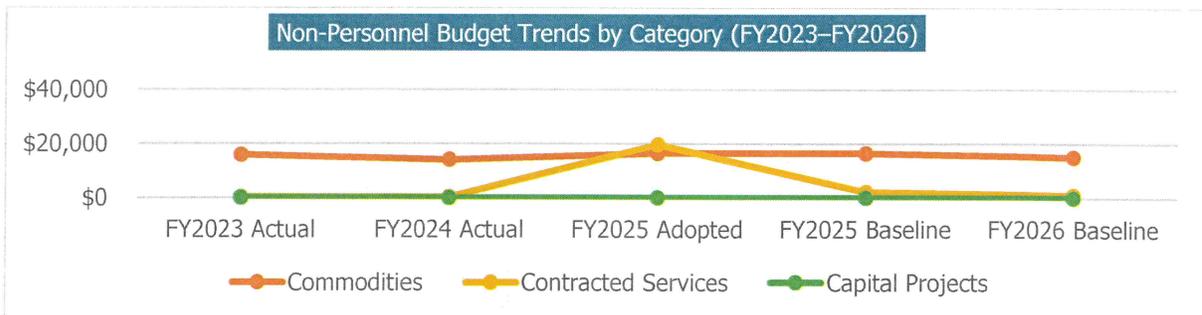
Elected Officials Budget History

	FY2023 Actual	FY2024 Actual	FY2025 Adopted
<b>Personnel</b>	\$15,697	\$15,695	\$16,337
<b>Commodities</b>	\$15,892	\$14,208	\$16,467
<b>Contracted Services</b>	\$322	\$348	\$19,654
<b>Capital Projects</b>	\$ -	\$ -	\$ -
	<b>\$31,911</b>	<b>\$30,251</b>	<b>\$52,458</b>



### Elected Officials Budget Review

	FY2023 Actual	FY2024 Actual	FY2025 Adopted	FY2025 Baseline	FY2026 Baseline
<b>Commodities</b>	\$15,892	\$14,208	\$16,467	\$16,467	\$15,127
<b>Contracted Services</b>	\$322	\$348	\$19,654	\$2,154	\$1,654
<b>Capital Projects</b>	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>\$16,214</b>	<b>\$14,556</b>	<b>\$36,121</b>	<b>\$18,621</b>	<b>\$16,781</b>



Rick noted that there is a budget of \$300 allocated for shirts for elected officials, which is part of the baseline funding amount.

Cynthia added that these would be polo shirts to wear at conferences and events, featuring the city logo.

Mayor Boley said that the elected officials could pay for their own shirts.

### Elected Officials Budget Request

Strategic Planning Process \$50,000

Hire consultant to work with the community to update the 2019 Community Vision and Strategic Action Plan.

Cynthia noted that we would do an RFQ for the Strategic Plan.

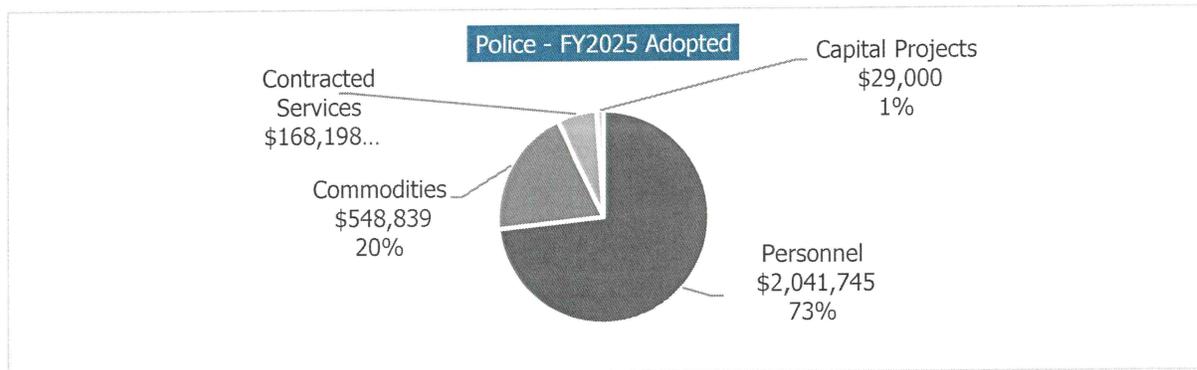
Mayor Boley noted that he would like them to dedicate significant time to public safety, especially since we recently passed the public safety sales tax. He said that he understands that discussions about roads will inevitably arise, and staff still has considerable work ahead on the comprehensive plan roadmap but does not believe we need to focus excessively on that. He would like to see the emphasis on water, sewer, and public safety priorities.

Elected Officials Budget Review with Requests

	FY2023 Actual	FY2024 Actual	FY2025 Adopted	FY2026 Requested
<b>Commodities</b>	\$15,892	\$14,208	\$16,467	\$15,127
<b>Contracted Services</b>	\$322	\$348	\$19,654	\$1,654
<b>Capital Projects</b>	\$ -	\$ -	\$ -	\$50,000
	<b>\$16,214</b>	<b>\$14,555</b>	<b>\$36,120</b>	<b>\$66,781</b>

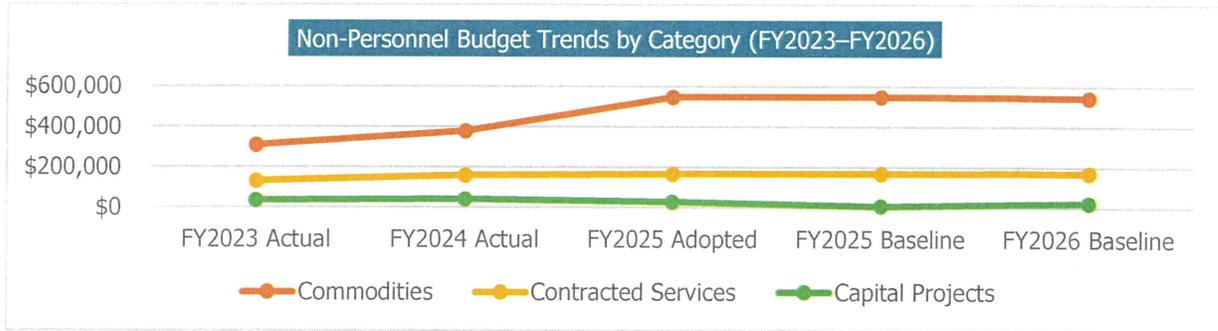
Chief Lockridge presented the Police Department Budget.  
Police Budget History

	FY2023 Actual	FY2024 Actual	FY2025 Adopted
<b>Personnel</b>	\$1,862,453	\$1,683,221	\$2,041,745
<b>Commodities</b>	\$309,086	\$379,413	\$548,839
<b>Contracted Services</b>	\$132,093	\$159,230	\$168,198
<b>Capital Projects</b>	\$ 35,244	\$41,865	\$29,000
	<b>\$2,338,875</b>	<b>\$2,263,728</b>	<b>\$2,787,782</b>



Police Budget Review

	FY2023 Actual	FY2024 Actual	FY2025 Adopted	FY2025 Baseline	FY2026 Baseline
<b>Commodities</b>	\$309,086	\$379,413	\$548,839	\$548,839	\$543,262
<b>Contracted Services</b>	\$132,093	\$159,230	\$168,198	\$168,198	\$171,378
<b>Capital Projects</b>	\$35,244	\$41,865	\$29,000	\$7,500	\$22,325
	<b>\$476,422</b>	<b>\$580,507</b>	<b>\$746,037</b>	<b>\$724,537</b>	<b>\$786,965</b>



Alderman Russell asked what the decrease in the Capital Project 2025 approved, and the 2025 baseline.

Cynthia explained that the adopted plan encompasses our desired and aspirational initiatives; however, the foundation is formed by the essential actions we would take in the event of a significant market downturn. In the 2025 baseline, we identified and removed one-time expenditures. As we move into 2026, we are considering putting back certain items, which may differ from those previously removed..

#### Police Budget Requests

Rapid Warning Systems \$50,000

- Automatic activation and improved accessibility
- Improved reliability
- Faster response time
- Improved accessibility
- Seamless integration

Alderman Russell asked Chief if he had any estimates regarding when we will need to replace the entire system.

Chief Lockridge explained that the current system was put in in 2008, so realistically this system should go to approximately between 2030-2035.

#### Police Budget Review with Budget Requests

	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Adopted</b>	<b>FY2026 Requested</b>
<b>Commodities</b>	\$309,086	\$379,413	\$548,839	\$543,262
<b>Contracted Services</b>	\$132,093	\$159,230	\$168,198	\$171,378
<b>Capital Projects</b>	\$35,244	\$41,865	\$29,000	\$72,325
	<b>\$476,422</b>	<b>\$580,507</b>	<b>\$746,037</b>	<b>\$836,965</b>

Alderman Wilson inquired about additional details regarding the vehicle replacement. She said since we have been replacing vehicles more consistently, it would be helpful to know

how that process is functioning, if we are truly pleased with it and what steps should we take next.

Cynthia noted that we continue to have regular discussions with Enterprise on this matter. She and Rick have collaborated and among their priorities is developing a comprehensive summary of the Vehicle Equipment Replacement Fund (VERF). Cynthia noted that staff had not incorporated that into the budget conversation and will put some information together for the Board.

Chief Lockridge presented the Public Safety Sales Tax  
City communications regarding Proposition P highlighted the following priorities:

- Increased compensation and benefits for officers to support recruitment and retention
- Additional staffing and related equipment
- Implementation of a full-time animal control program

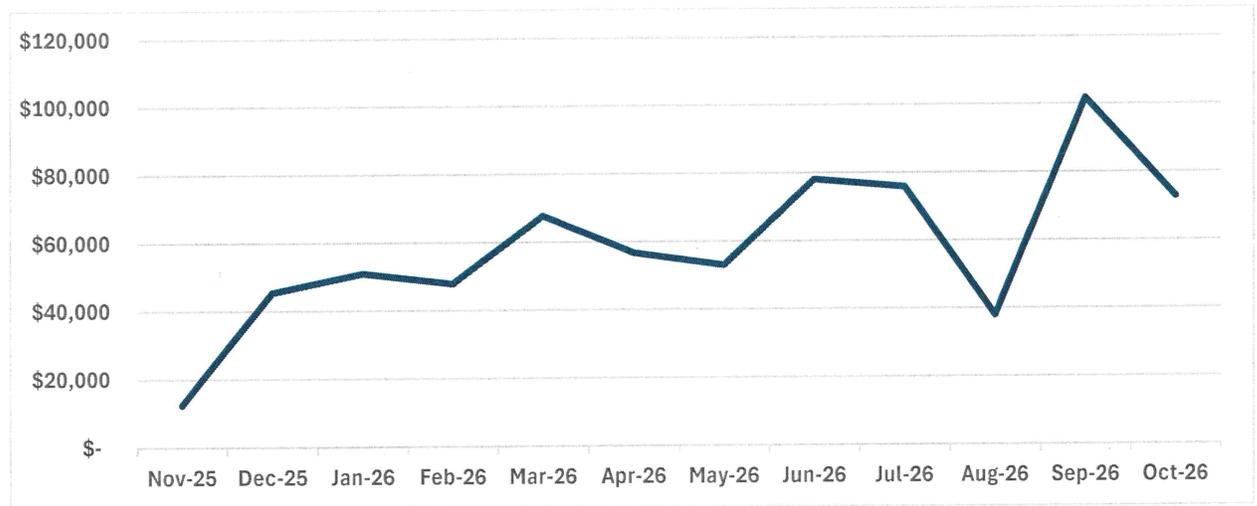
At the board retreat, direction was given to prioritize:

- Recruitment and retention of public safety personnel
- Development of animal control program

Anticipated Revenue Collection:

- Collection of the Public Safety Sales Tax will begin October 1, 2025.
- An estimated \$700,000 is anticipated to be collected for FY2026.

Anticipated Monthly Revenue of First Year Public Safety Sales Tax



FY2026 Allocation of Public Safety Sales Tax

Police Personnel and Benefit Cost	Equipment & Training	Animal Control
Implementation of contractual increases	Tasers	Full-Time Animal Control Officer
Contract Negotiations	Body Cameras	Field Equipment and Technology

Radio Replacement	Outfitted Vehicle
AED Units – Patrol Units	Training and Professional Development
Officer Training	Uniforms and Safety Gear
	Veterinary Services and Care Supplies

FY2026 Public Safety Sales Tax Proposed Expenses

Smithville Police Expenses	
Personnel and Benefits	\$91,000
Equipment and Training	\$106,200
Total	\$197,200
Animal Control Expenses	
Personnel and Benefits	\$52,500
Commodities	\$15,515
Contracted Services	\$11,725
Capital Improvements	\$33,450
Total	\$113,190
Total Public Safety Sales Tax Expenses	\$310,390

FY2026 Public Safety Sales Tax

Staff is seeking additional direction from the Board on:

- Fund Balance
- Citizen Review Committee

Chief Lockridge noted that police personnel and benefits expenditures show \$91,000. This represents costs to implement increases negotiated for January 1, 2026. This amount has already been outlined in the contract, so it does not require a budget amendment. At the retreat the Board discussed maintaining a fund balance of 10%. After further deliberation, staff determined that, given this is the only sales tax that supports personnel, staff would recommend adjusting that figure to a minimum of 20%.

Chief Lockridge noted that a Citizens Review Committee is also recommended. A Committee is expected to consist of three individuals from the community. Staff suggests including members with backgrounds in law enforcement and/or finance for this committee. It is anticipated that the committee will convene either quarterly or semi-annually. It is recommended that the committee assessing expenses, projected revenues, and expected budgetary matters to ensure alignment with established goals. All matters will focus on public safety, promoting transparency and accountability throughout the process.

Cynthia asked if the Board was all in agreement with the 20% fund balance. The Board indicated that they were. She also noted staff would get information together for the Board concerning the Citizens Review Committee.

Rick reiterated the FY2026 Budget Process schedule and noted that staff would add the VERF discussion to a future meeting.

Alderman Wilson asked about additional budget items that might be considered. One she noticed while she and Anthony walked around her subdivision, was many of the storm inlets were not installed correctly. This observation prompted a conversation about potentially reviewing all subdivisions. She asked how this would fit into future budgets. Alderman Wilson noted that it is not immediately necessary, but it is worth keeping on the radar.

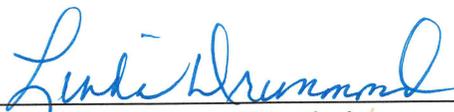
Cynthia noted that this topic would be part of the Capital Improvement discussion.

Anthony explained that currently staff is in Harborview inspecting the storm inlets as they go to see if they require any repairs because of the way they were constructed. Specifically, if they have tops on them. They were constructed with 2x4s that eventually rot away. Therefore, staff is taking the tops off and putting actual blocks in place of the 2x4s and applying liquid nails making them waterproof. Anthony noted that there are only six employees in the street division, and this will take time. They are attempting to keep up with it and will eventually finish it.

**5. Adjourn**

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

Ayes – 4, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 7:07 p.m.

  
\_\_\_\_\_  
Linda Drummond, City Clerk

  
\_\_\_\_\_  
Damien Boley, Mayor