

CITY OF ST. JOSEPH MISSOURI



THE ADOPTED BUDGET FOR FISCAL YEAR 2019 – 2020

CITY OF ST. JOSEPH, MISSOURI

FY2019-2020 ANNUAL OPERATING BUDGET AND PROGRAM OF SERVICES



ST. JOSEPH CITY COUNCIL

Front Row/LR: Brenda Blessing, Madison Davis, Bill McMurray, Russell Moore, Gary Roach

Back Row/LR: Kent O'Dell, Marty Novak, PJ Kovac, Brian Myers

J. Bruce Woody, P.E. City Manager

Cover Photo: Fire Station No. Eleven Photo courtesy of Ed Schilling, Multimedia Planner

TABLE OF CONTENTS

	<u>Page</u>
INTRODUCTION	
PREFACE	
Table of Contents	i
Introduction to the City of St. Joseph	iii
Management Team and Advisory Bodies	iv
Organization Chart	v
How to Use This Document	vi
Budget Adoption Ordinance [upon adoption]	
BUDGET TRANSMITTAL	
City Manager's Budget Transmittal	1 - 1
Revenue Discussion	1 - 12
CITY MISSION AND POLICIES	
City Council Vision & Mission Statements	1 - 19
How Our Policy Documents Relate	1 - 21
Key Fiscal Policies	1 - 22
BUDGET SUMMARY	
Budget Process	2 - 1
Budget Calendar	2 - 2
Budget Overview, Fund Balance, Staff Summary	2 - 3
OPERATING DEPARTMENTS	
GENERAL GOVERNMENT	3 - 1
Mayor & City Council	3 - 4
City Clerk	3 - 8
City Manager's Office	3 - 11
Human Resources	3 - 18
Legal Services	3 - 21
ADMINISTRATIVE SERVICES	4 - 1
Administration, Budget & Finance, Municipal Court Divisions	4 - 4
Technology Services Divisions	4 - 17
PLANNING & COMMUNITY DEVELOPMENT	5 - 1
Administration & Planning Divisions	5 - 4
Community Development Divisions	5 - 10
Inspections & Code Enforcement Divisions	5 - 19
PUBLIC SAFETY	6 - 1
Police Department	6 - 4
Fire Department	6 - 22
Health Department	6 - 36
PARKS & RECREATION	7 - 1
Parks Administration Division	7 - 4
Park Maintenance Division	7 - 8
Parks and Recreation Divisions	7 - 11
Parks Civic Facilities Divisions	7 - 22
Municipal Golf & CIP	7 - 32
PUBLIC WORKS	9 - 1
Administration, MPO, Street Enhancement Use Tax, Engineering & Street Divisions	9 - 4
Airport Operations & CIP	9 - 25
Public Parking	9 - 29
Water Protection & CIP	9 - 33
Mass Transit Operations & CIP	9 - 40
Landfill Operations & CIP	9 - 42

OTHER DEPARTMENTS/PROGRAMS	10 - 1
Non-Departmental & Cell Phone	10 - 3
Gaming Initiatives and Museum Tax Initiatives	10 - 6
TIF & EDC Programs	10 - 10

FUND SUMMARIES

Fund Budgeting Overview	11 - 1
Fund Summary, Fund Balance, Line Item Revenue & Expenditure Summaries in the following order:	
General Fund	11 - 3
<i>Special Revenue Funds</i>	
Streets Maintenance Fund	11 - 12
Parks Maintenance Fund	11 - 15
CDBG Fund	11 - 18
Gaming Initiatives Fund	11 - 21
Special Allocation Fund	11 - 24
Museum Fund	11 - 27
Public Safety Sales Tax Fund	11 - 30
<i>Enterprise Funds</i>	
Aviation Fund	11 - 33
Parking Operations Fund	11 - 36
Water Protection Fund	11 - 39
Golf Fund	11 - 43
Transit Fund	11 - 47
Landfill Fund	11 - 50
Capital Projects Fund	11 - 53

SUPPLEMENTAL INFORMATION

Debt Discussion & Schedules	12 - 1
Glossary	12 - 6

FIVE YEAR CIP PLAN

CIP Plan Adoption Resolution (after adoption)	
Capital Projects & Planning Process Discussion	CIP - 3
Capital Expenditures Five -Year History	CIP - 6
FY2020 Total Capital Budget - Sources & Uses	CIP - 7
Capital Project Summary by Major Funding Source	CIP - 9
CIP Five-Year Purpose & Plan	CIP - 17



St. Joseph, Missouri

In 1843, the people of Black Snake Hills sought to designate their community as the seat of Buchanan County. As a result, Joseph Robidoux decided to have the land platted, ultimately choosing a design by Frederick Smith who in turn named the city St. Joseph. The official plat, signed by Joseph Robidoux was then sent to the Court of Common Pleas in St. Louis and on July 26, 1843, it was officially recorded as the town of St. Joseph.

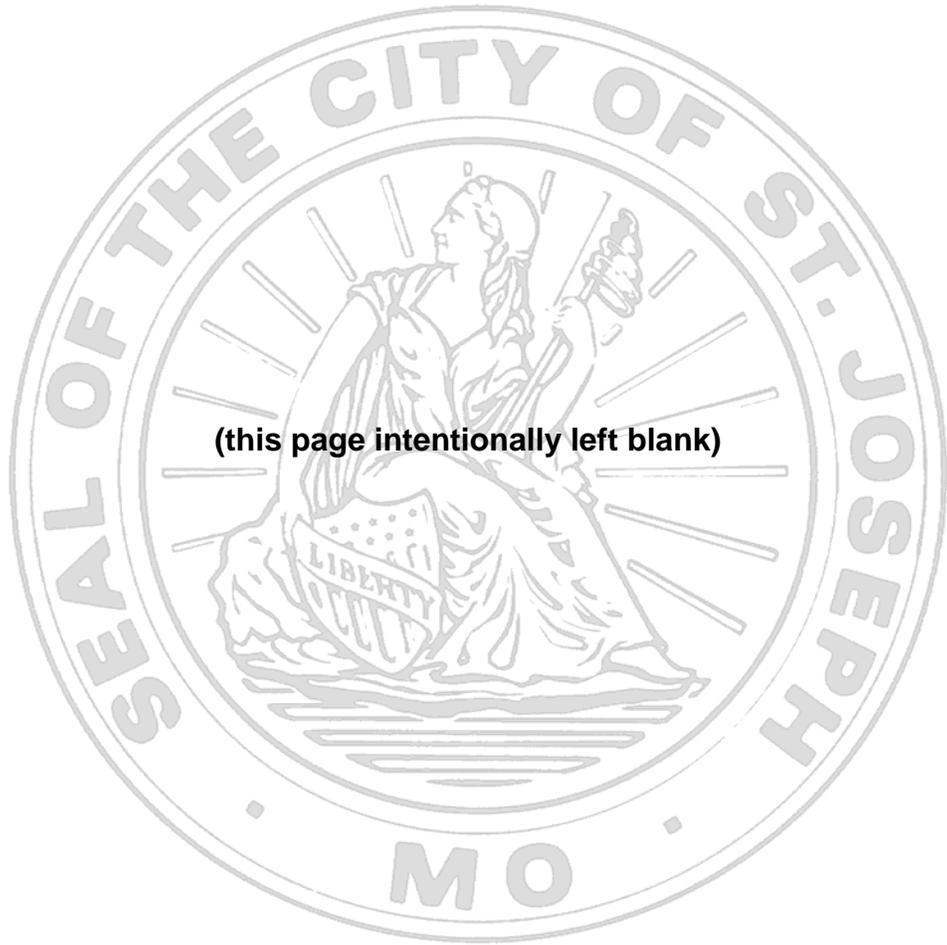
The City of St. Joseph was incorporated as a village in 1851, a second class city in 1885, a first class city in 1909, and as a constitutional city charter government in 1961. The current Charter became effective on April 19, 1982, and provides that the municipal government shall be known as a Council-Manager government. A City Manager is appointed by the City Council and serves for an indefinite period as the City's chief administrative officer. The City Charter also provides for the appointment of a City Clerk by the City Council and the election of a Municipal Court Judge by the citizens. The City Charter was amended August 9, 1989, to provide for a District Council system consisting of nine members including a Mayor and three Council members nominated and elected at-large, and five Council members elected by district. Council members serve concurrent four-year terms and are elected on a non-partisan basis.

The City Charter provides for a Council-Manager form of government and the following municipal services:

- General Government
- Public Safety
- Public Works & Transportation
- Highways & Streets
- Planning & Zoning
- Culture & Recreation
- Sanitation, Health & Social Services
- Public Improvements

These municipal services are provided by the following departmental organizations as defined in the City Administrative Code as follows:

- City Council & Mayor
- City Clerk
- City Manager's Office
- Administrative Services
- Fire
- Human Resources
- Health
- Law
- Parks, Recreation & Civic Facilities
- Planning & Community Development
- Police
- Public Works & Transportation



(this page intentionally left blank)

MANAGEMENT TEAM AND ADVISORY BODIES

J. Bruce Woody
City Manager

Administrative Services

City Attorney

City Clerk

Fire Chief

Human Resources

Parks, Recreation & Civic Facilities

Planning & Community Development

Police Chief

Public Health

Public Works & Transportation

Tom Mahoney

Bryan Carter

Paula Heyde

Michael Dalsing

Alicia Nolan

Chuck Kempf

Clint Thompson

Chris Connally

Debra Bradley

Andrew Clements

ADVISORY BODIES

ABCD Regional Planning Commission

Administrative Violation Review Board

Advisory Commission on Aging

Aviation Board

Building & Fire Prevention Code - Board of Appeals

Community Police Advisory

Disability Services Board

Downtown Economic Stimulus Authority

Downtown Review Board

Electrical Standards & Appeals Board

Enhanced Enterprise Zone Board

Fire & Emergency Services Advisory Board

Housing Authority

Human Rights Commission

Industrial Development Authority

Land Clearance for Redevelopment Authority

Landmark Commission

Landmark Review Board

Law Enforcement Center Commission

Library Board

Mechanical Standards Board of Appeals

Museum Oversight Board

Operating Engineers Board

Parks & Recreation Board

Personnel Board

Planning Commission

Plumbers Examining & Appeals Board

Port Authority

Senior Citizens Foundation, Inc. Board

Social Welfare Board of Buchanan Co.

Tax Increment Financing Commission

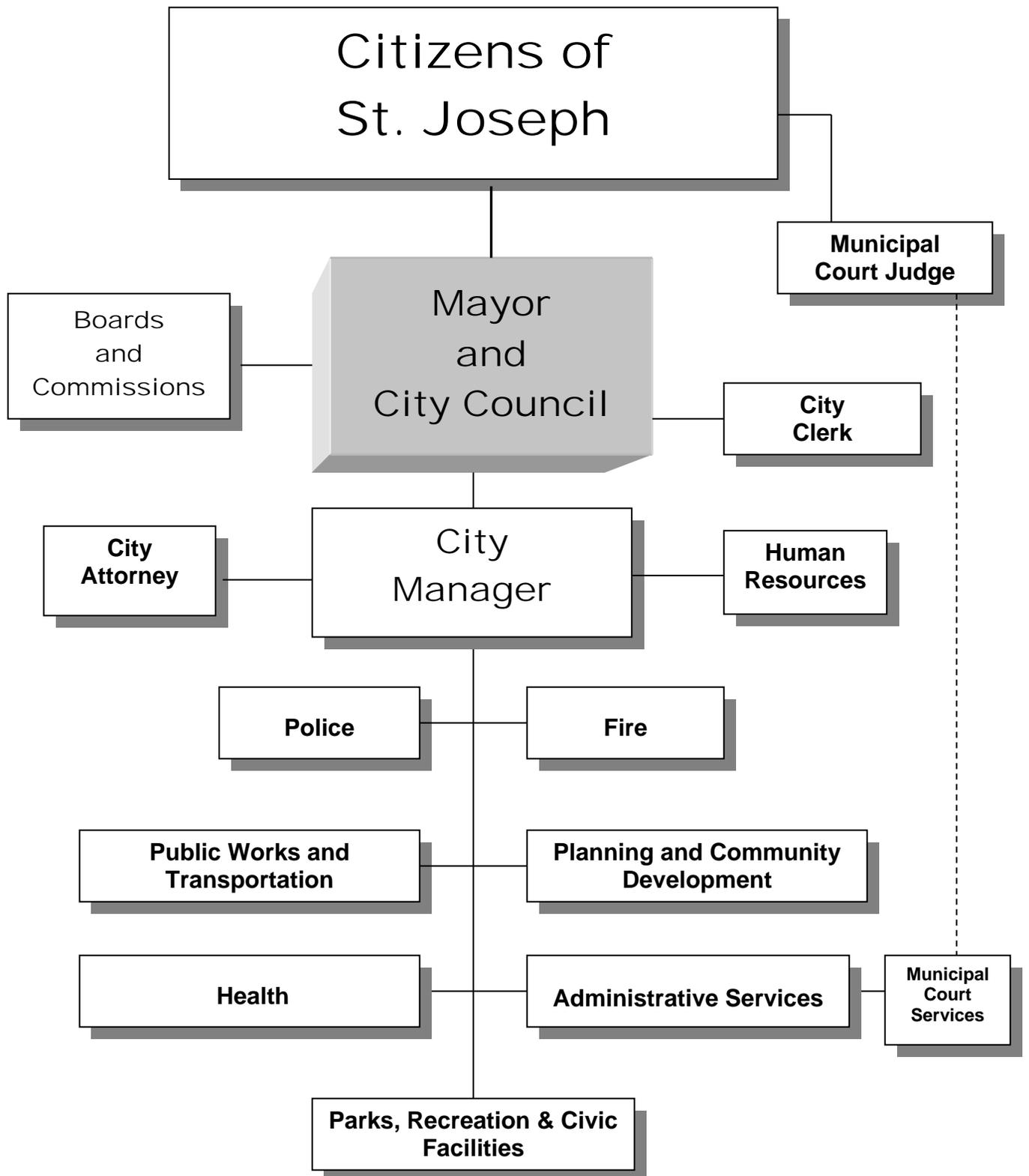
Tourism Commission

Traffic Commission Board

Tree Board

Zoning Adjustment Board

ORGANIZATION CHART



HOW TO USE THIS DOCUMENT

The Annual Budget and Five Year Capital Plan communicate how the City intends to deliver governmental services to its residents. In order to present this information in a meaningful way, the budget document is organized into five main sections.

i. **INTRODUCTION**

Behind this tab are several sections designed to give the reader an introduction to the City of St. Joseph, instructions on how to use the budget document and the table of contents.

CITY MANAGER’S TRANSMITTAL LETTER & REVENUE DISCUSSION

This Budget introduction communicates information relevant to the budgeting process including an assessment of the fiscal environment under which the City operates. Since these factors impact the budget as adopted, you may wish to review it prior to examining the remaining sections.

CITY MISSION AND POLICIES

The City’s Mission Statement and Council Action Plan are reproduced in their entirety.

OVERVIEW

Use the Overview Section to obtain an overview of the budget process as well as summarized revenue and expenditure information for the City as a whole. Revenue, expenditure, fund balance and employment information is presented in a graphic format adding visual significance to related budget information.

ii. **OPERATING DEPARTMENTS BUDGET DETAILS**

Use the Operating Departments section to obtain revenue, expenditure and staffing information for each department. The divisions and/or programs within each department are detailed with both financial information and with statements on program missions, core services and public service work loads.

iii. **FUND SUMMARIES**

Use the Fund Summary section to obtain an explanation of Fund Budgeting as used by the City.

The section is designed to give the reader an overall view of each type of City fund and, within each fund, summary information on revenues, expenditures, and fund balance on a three year reporting basis.

Three major fund types are discussed in this section. They encompass the operating components of budget – General, Special Revenue, and Enterprise. The Capital Fund is covered in more detail in the following section.

iv. **SUPPLEMENTAL INFORMATION**

Use this section to find information on Debt Service and a Glossary is provided.

v. **CAPITAL FUND and FIVE YEAR CIP PLAN**

The current year CIP program and the Five Year CIP Plan is found following the Capital Fund Tab

CITY MANAGER'S BUDGET TRANSMITTAL

April 26, 2019

Mayor Bill McMurray and Members of the City Council
City of St. Joseph
1100 Frederick Avenue
St. Joseph, Missouri 64501

Dear Mayor McMurray and City Council:

I am pleased to present to you the fiscal year 2020 (FY2020) Proposed Annual Budget.

The budget reflects City Council's goals and priorities and is their single most important policy statement. This year's \$178 million budget includes all the city government's proposed expenditures, but it is still a living document. While each year the annual budget provides a starting point for the upcoming fiscal year, the budget is amended throughout the year as Council approves various ordinances based on changing conditions such as one-time expenses, receipt of grants, unanticipated expenses, etc.

Performance among the various funds in FY2019 was mixed. The General fund took on many project-related expenses and revenues remain flat or declining while expenses for employee salaries and benefits continue to rise. The Mass Transit fund has a very healthy fund balance with a recent federal grant and despite the expenditure of funds for replacing part of the bus fleet.

The three enterprise funds of Aviation, Parking and Golf all need ongoing close attention this year due to the need for operating subsidies and/or declining fund balance. In contrast, the Landfill fund has performed quite well during FY2019 with increased tonnage received as a result of a decrease in tipping fees.

The Cell Phone fund revenue remains flat or slightly declining. The special allocation funds are performing consistently, but with no appreciable growth in the rate of revenue over last year. The Gaming fund revenues are down significantly due to flood damage that closed the casino floor for one month and the ongoing closure of the land-based portion of the casino that contains the restaurant and gift shop.

At the City Council's direction, this year's budget is smaller overall, as needed to produce balanced operating budgets. This was accomplished in the General fund largely through lower operating expenses and a reduction in capital projects. This was done in an environment of operating expenses otherwise being on the rise mostly due to personnel related costs, and operating revenues being flat or on the decline. The challenge is to pursue the many needs, and occasional wants, of our citizens while also addressing the responsibility to provide efficient and fiscally responsible public services. An annual budget must achieve a fine balance between the vast numbers of tasks to be accomplished and the limited amount of resources necessary to accomplish those tasks. Then once adopted, a budget also provides accountability for the use of those limited public resources.

This proposed budget and accompanying budget message is presented to you in accordance with Article VI, Section 6.3, of the City Charter. It is complete, except for any changes made by the City Council during

CITY MANAGER’S BUDGET TRANSMITTAL

the April/May budget work sessions and corrections, if any, to proposed revenues and expenditures that may be necessary through the date of budget adoption on June 17, 2019.

OPERATING BUDGET OVERVIEW – FY2020

The FY2020 operating budget shows a decrease in expenditures of 5.13% over that of FY2019.

The capital portion of the budget also displays a decrease from last year. The capital budget is down 16.09% from FY2019.

In FY2019, the 2014-2018 half-cent Capital Improvement Program (CIP) Sales Tax was winding down and fewer capital project from that fund source were being bid that year. This year contains CIP projects for the first year of the new 5-year cycle. But, I am also pleased that there are no new environmental compliance projects in the wastewater utility for FY2020, so the upward pressure on rates is significantly reduced. For the first time in over a decade, rates in the next two years will be in the low, single digits. Rates for FY2020 are recommended to only increase by 2% (overall average increase).

The combined effect for the overall budget is an 8.46% decrease over last year.

The proposed budget for FY2020 totals \$178,323,916 and compares to the adopted annual budget for FY2019 as follows:

Expenditure Component	Proposed Expenditure FY2020	Adopted Expenditure FY2019	Dollar Increase (Decrease)	Percent Increase (Decrease)
Operating Expenditures	\$ 128,693,576	\$ 135,656,318	(\$6,962,742)	-5.13%
Capital Improvements	<u>\$ 49,630,340</u>	<u>\$ 59,148,534</u>	<u>(\$9,518,194)</u>	-16.09%
Total:	<u>\$ 178,323,916</u>	<u>\$194,804,852</u>	<u>(\$16,480,936)</u>	<u>-8.46%</u>

Operating Revenues

The operating revenue component of the City’s FY2020 Proposed Annual Budget, net of Capital Project receipts, transfers, bonds, Special Allocation fund revenues and capital grants, are projected to decrease. Property tax revenue is approximately 10% of total revenue, up only slightly from last year. Annual growth in property tax valuations for the past five years have fluctuated between 1.34% to 1.9%. Hancock limitations restricts property tax growth to the lower of 5% or the consumer price index, which was 2.1%. Property tax is projected to be virtually the same in FY2020, with only a 0.4% gain in additional revenue.

Sales tax revenues represent 27% of the City’s total revenue. FY2019 is expected to finish the year flat, having just barely met projections. We are currently projecting no change in FY2020. I am increasingly concerned that operational expenses are increasing at a much faster pace than sales tax. Sales tax is a volatile revenue source and the retail market is experiencing intense changes as internet sales increase each year. The major percentage change in revenues continues to come from the use tax which voters approved in April 2015. Unlike sales tax which usually only varies 0.5-1% in any given year lately, use tax is heavily influenced by both sales and construction activity. We have seen double digit growth each of the first two

CITY MANAGER'S BUDGET TRANSMITTAL

years, with the growth in FY2019 projected to be 12.9% over last year. For our FY2019 program, budgeted revenue projections were \$4,394,040, however we are anticipating receipts approaching \$4.6 million in FY2020. This funding is committed to contracted street maintenance work so the city will continue to benefit from the increase in revenue with additional streets maintenance projects as a result.

Each year, we conduct a Cost of Service Rate Study whose purpose is to set wastewater utility user fees (sewer rates) for the following year. In FY2017, we completed the last of the pending environmental improvement projects when we added ammonia treatment to the treatment plant. Last year, we encumbered the cost of a major project associated with remediating our combined sewer overflow, the Blacksnake Creek Stormwater Separation Project. We are now entering an extended period of several years without multi-million dollar capital improvement projects. Therefore, I am very pleased to be recommending only a 2% rate change for next year. Further, rate projections into the following four years indicate that we should remain in the single digits, specifically 3%, 3%, 4% and 6%.

Meanwhile, other revenue sources remain basically flat compared to the current year's receipts, including franchise taxes and most other major sources of revenue. Most license and permit fees remained stable, however, fine revenue had a dramatic drop of 30% in FY2018 when the state legislature instituted caps that lower fines schedules across the state. In the couple years since, fine revenue has stabilized and is projected to have a slight increase of about 7% next year. Fines only represent about 1% of total General fund revenues.

Operating Expenditures

The net operating expenditure component of the City's FY2020 Proposed Annual Budget (excluding Special Allocation Funds, CIP programs, cell phone expenditures) decreased by 2.44% or \$2,977,624 below that adopted by the City Council for FY2019. Most of that reduction has come about in the General fund, and made possible by the following actions: 1) reduction in actual operating expenses through targeted reductions made by department directors, followed by an additional 2% reduction across all program line items made by the city manager, 2) reduction of six vacant positions and one filled position, 3) less conservative budgeting of salary and benefits by budgeting for 97.5% employment instead of 100% full employment (end-of-year actual expenses for salary and benefits typically come in around 4-6% lower than budgeted due to turn-over in staff associated with retirement and natural attrition.)

FY2020 will be the first time in several years that I am not recommending a Cost of Living Adjustment (COLA) for city employees. Health insurance rates have risen 9.8% this year (\$522,000) and dental insurance rates have risen 13.3% (\$26,000). Despite this significant cost, we have kept the service levels the same and absorbed all the additional cost for employee coverage. The city has been generous with COLAs in recent years and have invested in pension enhancements as well. Both actions have pushed up salary and benefits expenses, however to bring the General fund back in balance, we need to pause this year while we adjust expenses and deal with lower revenues.

While there are many capital and supplemental changes to the FY2020 operations budgets in the various funds, I have listed just a few of the larger ones that would be of more general interest to the Council below.

CITY MANAGER'S BUDGET TRANSMITTAL

Selected Changes in Operating Expenditures – By Department	Increase (Decrease)
<u>General Fund</u>	
2.5% decrease in Salaries & Benefits (based on historical trends)	\$ (1,095,764)
2% decrease in all other expenses (based on historical trends)	\$ (205,480)
<u>Public Works</u>	
Electronic Scanning of Engineering Documents	\$ 35,000
Replace Mower (SIMR)	\$ 35,000
Brine/Sugar Beet Mixing & Management System, Applicator (SIMR)	\$ 39,000
1/2 Ton Crew Cab Truck (Airport)	\$ 30,000
Three Mechanic Trucks (Water Protection)	\$ 170,000
15 Transit Buses (80% Grant Funded)	\$ 6,750,000
Land Acquisition for Transit Station	\$ 600,000
Haul Truck for Landfill	\$ 583,000
Replacement of Bulldozer for Landfill	\$ 456,000
<u>Police</u>	
Mobile & Portable Radio Upgrades	\$ 216,000
5 Marked Police Vehicles	\$ 205,000
Replace Consoles in the Communications Center	\$ 101,756
<u>Health</u>	
Mid-Sized SUV	\$ 30,000
<u>Parks & Recreation Department</u>	
1/2 Ton Pickup (Parks Maintenance)	\$ 32,000
Two Mowers (Parks Maintenance)	\$ 70,000
24-Hour Access to Fitness Room (REC Center)	\$ 15,000
<u>Administrative Services Department</u>	
New Storage Area Network & Host Servers	\$ 150,000
<u>General Government</u>	
Community Issues Initiative	\$ 5,000
<u>Planning & Community Development</u>	
Purchase of Used Front-Wheel Drive Car	\$ 15,000
Purchase of Used Truck	\$ 15,000

In FY2020, there will be an overall reduction of 7.5 Full Time Equivalent positions and the addition of three new positions. Six of these positions were vacant at some point in the last quarter of FY2019, and were chosen to not be filled in FY2020 as a measure to reduce expenditures in the General fund. The positions

CITY MANAGER'S BUDGET TRANSMITTAL

include two laborers in the Street Maintenance division; an equipment operator position and horticulturist position in the Parks department; a clerical position in the Legal department; and an accountant position in the Administrative Services department.

One and one-half additional occupied positions are being removed from the FY2020 budget. The full-time position is the capital projects coordinator. Investment in new software to track and present our Capital Improvements Program (CIP) projects effectively replaces most of the tasks of the position, and the remaining accounting tasks will be reassigned to the Administrative Services department. The part-time position is an administrative aide and will remain in the FY2020 Sewer fund budget through the end of December. It is not funded for the last half of FY2020 since it was a support position for the Blacksnake Creek project which will be completed this fall.

Two of the new positions are school resource officers. A St. Joseph School District levy issue was approved by voters on April 2, 2019, and included plans to fund 50% of the salary and benefits costs for two new school resource officers. These officers would be primarily assigned to the middle schools, but would also provide support to elementary schools, as needed. The city is budgeting revenue from the School District for 50% of their salary and benefits and is covering the remaining 50% from the General fund.

Change in Positions	
Positions - Reduced	FTE
Horticulturist - Parks	1.00
Laborer - Streets (2)	2.00
Operator 3 (Senior Work Leader)	1.00
Secretary - Legal	1.00
Accountant - Admin Services	1.00
Capital Projects Coordinator	1.00
Part-Time Administrative Aide (WPC)	0.50
Total Reduced	7.50
Positions - Added	Total
School Resource Officer (2)	2.00
Master Mechanic - Landfill	1.00
Total Added	3.00
Net Change	(4.50)
Net Change in Expense	(\$240,775)

Enterprise Fund Balance

All funds are monitored for changes in revenue and expenditures and resulting maintenance of minimum levels of fund balances. The past few years, we have closely monitored the low or declining fund balance of four of the enterprise funds. I am pleased to tell you that the Landfill division has significantly increased its revenue following the City Council's decision to reduce tipping fees by \$2.00 per ton to attract additional volume. This strategy has worked very well, however the remaining three divisions continue to be of a concern. The table below shows the ending operating fund balances for the Aviation, Parking, Landfill and Golf funds.

CITY MANAGER’S BUDGET TRANSMITTAL

Fund	FY2015	FY2016	FY2017	FY2018	FY2019 Projected	FY2020 Projected
Aviation	\$180,400	\$6,327	\$0	332,818	\$179,922	\$75,073
Parking	\$46,400	(\$26,049)	\$0	130,901	\$153,229	\$104,675
Landfill	\$1,251,600	\$2,858,896	\$3,633,902	\$4,640,509	\$4,884,387	\$5,326,109
Golf	\$45,200	(\$88,839)	\$0	\$21,943	\$21,940	\$0

Aviation: The Aviation fund has struggled since FY2012 when the National Guard Bureau significantly reduced its Airport Joint Use Agreement (AJUA) payments to a reduced rate resulting in an annual loss of revenue of \$107,000. Since then, an annual \$20,000 operating subsidy from the General fund and \$70,000 operating subsidy from the Gaming fund have been budgeted to help supplant the loss in revenue for the important services provided by this public works division. Starting in FY2021, revenue from land rents to the Water Protection division for their land application program on airport property will transition to a slightly lower rent structure for farming uses as the wastewater utility fully converts their bio-solids processing process to their new dryer system. While beneficial to the wastewater utility, this action will further hurt revenues for the Aviation Fund. While it is a goal to operate the Aviation division as an enterprise fund, Rosecrans Memorial Airport doesn’t have commercial air service so without that income stream it operates like most of its peer general aviation airports, needing financial subsidies to cover operating expenses.

In contrast, St. Joseph’s aviation program continues to greatly benefit from the presence of our largest tenant, the Missouri Air National Guard. Many large capital projects have, and continue to be, constructed at Rosecrans due to financial support from the military when working on infrastructure that supports their operations. In conjunction with Federal Aviation Administration (FAA) funding, the city’s costs are generally only 5-10% of any given project, with that money coming from the voter’s support of the half-cent Capital Improvement Program sales tax. The city is also working with its federal legislative delegation to seek federal donation of property and buildings from the Missouri Air National Guard south base as they continue their development of new facility on the north end of the airfield.

Parking: The Parking fund continues to struggle with the need for significant capital maintenance funding but has little program revenue. On the positive side, the structurally deficient and functionally obsolete parking garage at 9th and Felix was razed and replaced with a new structure in FY2018/FY2019. The capital expense for the city’s share of that project is being provided by the General fund, as is the operating expense for the new facility. The City and Mosaic share the cost of operation and maintenance of the parking floors of the garage. Mosaic is solely responsible for operation and maintenance of the first-floor retail space. This year saw the addition of a tenant in the first-floor retail space. Two additional spaces are still being marketed.

Meanwhile, Parking division revenues still do not cover the cost of operating the remaining two garages and several surface lots. Several years ago, City Council chose not to enact the recommendations of the Citizens’ Downtown Parking Committee to re-install parking meters in order to raise revenues to meet the costs of maintaining and operating the downtown parking lots and garages. The goal of that recommendation was to financially incentivize the longer-term parkers to use the garages and surface lots, leaving on-street parking for short-term parking. This also promotes turnover of parking in front of downtown businesses. Meanwhile, very few minor capital repairs have been made in the past few years

CITY MANAGER'S BUDGET TRANSMITTAL

and those few have been paid for from other funds. I recommend revisiting that topic with representatives of downtown property owners since downtown has grown significantly since that time.

Landfill: Revenue growth had been slowing in this fund as incoming tonnage had been on the decline. The decline was in part because the city landfill competes with a nearby transfer station in Doniphan County owned by Waste Management (WM). They, in turn, transfer the waste in long-haul trucks to deliver to its own Johnson County Landfill in Kansas. In FY2019 the City was approached by WM to discuss how additional tonnage could affect tipping fees. Those discussions led to a \$2.00 per ton reduction of landfill tipping fees for all users, which prompted WM to redirect their significant volume to our local landfill and the eventual closing of their transfer station.

With the increasing revenue, the FY2020 proposed budget includes the replacement of several important pieces of capital equipment. Due to the nature of the work, these pieces of earth moving equipment are large and expensive. They are, however, vital to the operation, and their replacement has previously been delayed a year or more due to the slow revenue growth.

The increasing balance shown above also reflects the ongoing accumulation of designated monies set aside for closure/post-closure activities. Those funds are to pay for environmental monitoring and controls long after the landfill has closed and there are no longer any revenues being generated.

Municipal Golf Course: Nationally, the number of rounds of golf played continues to decline, putting continued downward pressure on revenues. The City made significant investments two years ago in the facility by constructing asphalt overlays of the cart paths and adding zoysia grass to the several additional fairways. That work came at the expense of some deficit spending in FY2017, which was offset by a subsidy from the General fund balance at year-end closing. We did not fund a request for additional golf carts in FY2018 due to insufficient revenue but did enter into a lease for a significant piece of course maintenance equipment (truckster/sprayer), which continues into FY2020. On the bright side, the FY2017 purchase of a golf simulator keeps customers coming back throughout the winter months and quickly paid for itself. Income from rental of the meeting/banquet room has also provided much needed revenue and encouraged additional events.

In FY2020 the Golf fund includes funding for additional golf cart rental for large events and also the replacement of the driving range netting. Overall, the Golf fund continues to just barely meet its revenue needs. I appreciate staff's continued work to generate activities that bring new and existing users back to Fairview.

Capital Budget Overview – FY2020

The capital budget provides a multiyear plan that includes funding of projects for the current and next five fiscal years. Items in the capital budget are those that are greater than \$5,000 in cost. The time span of the capital budget is the next fiscal year, plus five additional years, for a total of six years. Projects in the first year of the plan come from every department and nearly every fund. Projects in the outer five years are predominately those in the Sewer fund and the half-cent CIP sales tax fund, two funds that have project planning out beyond the current year.

FY2019 was the last year of the 2013-2019, half-cent Capital Improvement Program sales tax program. Last August, voters overwhelmingly approved the continuation of the CIP, with this cycle running from

CITY MANAGER'S BUDGET TRANSMITTAL

July 1, 2019 through June 30, 2024. This year's capital program contains the first year of the new CIP program, so is up a little from last year, at \$64,461,158.

The largest categories of capital improvements in FY2020 continue to be in the wastewater utility, aviation, half-cent CIP sales tax and mass transit areas. Many of those projects are funded from grants, especially those in aviation and mass transit. In aviation, we are again partnering with the Missouri Air National Guard for military construction funding this year for a rehabilitation project on the aviation apron. A major portion of next year's overall capital program is again from the Mass Transit division where we are purchasing fifteen (15) more 30' low-floor coaches, thanks to a federal grant. These new coaches will not only complete the replacement of our fleet, but will also help with expansion of the system by adding additional busses during peak times on our three main routes, which will reduce headways to ½ hour.

In the first year of the new CIP cycle, the largest single project is the design and construction of the new fire station number 8, to replace the existing station near 33rd and Mitchell. The new station will be located along Mitchell Avenue, east of I-29. In its new location, response times will decrease for residential, commercial and industrial areas in the southeast part of St. Joseph. The design of the new Hyde Park water feature (splash pad/spray park) will begin next year, in preparation for construction in FY2021.

The use tax program continues to perform well, and we anticipate having \$4.6 million for contracted asphalt and concrete street maintenance.

The Landfill division will be purchasing several large pieces of equipment in support of regular operations and the construction of the next cell at the landfill. This expansion is within an area already permitted. Most of the work is being done by Landfill division staff. The FY2020 budget also includes funds for the purchase of some additional acreage adjacent to the landfill for additional buffer, as well as a source of soil for liner material.

Detail of the City's projected capital projects' spending for FY2020 can be found in the City Capital Projects section of the budget document.

Discretionary Expenditures

Being a service organization, a significant percentage of overall costs are salary and benefits. Additionally, much of our revenue is restricted or allocated to specific uses, leaving little discretionary funding. Most of the City's discretionary revenue comes from the Gaming fund and the Cell Phone receipts (cell phone franchise revenue) which totals approximately 1.5% of the overall operating expenditure in the FY2020 budget. The remaining source of discretionary funding is the General fund. The ability to appropriate those funds depends on the health of the fund and a favorable fund balance.

Overall, total revenues in the General Fund are nearly flat, having only risen 9.7% in the last five years, while expenditures have risen 18.2% in the same period. This prompts the City to rely more and more on the Cell Phone and Gaming funds for capital expenses that can't be fully supported through a department's regular fund sources. Again this year, reductions in capital expenses have been the means by which budgets are balanced as the cost of utilities, fuel, payroll and other expenses rise. This is especially true in the enterprise funds. Also, the City has continued to look to the discretionary funds of Gaming or Cell Phone for many of those capital purchases.

CITY MANAGER'S BUDGET TRANSMITTAL

Unique to FY2020, there is the additional challenge of the 2019 flood which caused significant damage to the casino. The casino was completely closed from the middle of March until the middle of April, when it reopened with just the floating casino floor. The land-based portion of the facility which contains the restaurant, meeting rooms and gift shop remains closed while undergoing renovation from the flood. As a result, the FY2019 Gaming fund budget will end the year with an estimated \$100,000 less in revenue. The FY2020 Gaming Fund budget is estimated to be \$150,000 less in revenue due to ongoing renovations for the first 3-4 months of the fiscal year. Hopefully, the casino will open more quickly and these projected revenue losses are overly conservative.

This year, I am recommending \$1,116,108 in Cell Phone funds for major purchases of replacement equipment, purchase of rolling stock and the purchase of other minor capital. \$144,500 would go to the parks and recreation department, while \$400,852 would be allocated to divisions in the public works department.

CELL PHONE INITIATIVES

Parks and Recreation	15,000	
	10,000	24-Hour Access Fitness Room
		Drain Covers - Aquatic
Police	205,000	Marked Police Cars (5)
Health	30,000	Health Department SUV
Building Development	15,000	Building Inspector Vehicle
Other Services	3,000	Human Rights Commission
Transfer to Streets Maintenance	50,000	Stormwater Grant (75% City/25% Resident)
Transfer to Parks Maintenance	70,000	Mowers (2)
	32,000	1/2 Ton Pickup Truck
	6,000	Snow Plow for 1 Ton Truck
	5,000	Turbine Blower
Transfer to Public Safety	216,000	Mobile/Portable Radio Upgrades - Police
	101,756	Communication Center Consoles - Police
Transfer to Aviation	30,000	1/2 Ton Crew Cab Truck
Transfer to Public Parking	253,852	Mosaic Obligation
	67,000	Mosaic Maintenance/Repair Costs
Transfer to Golf Course	6,500	Driving Range Netting
	\$ 1,116,108	

Over the past few years, Gaming revenues have slightly declined, with projections of \$900,000 in annual revenue. The City Council has conservatively limited its use of Gaming revenues to one-time capital needs, recognizing that the fund source could easily shrink or be lost altogether, as we experienced in 2011, and now again in 2019. I will note that the City has increasingly relied on this source for several recurring contractual agreements with outside agencies. In a time when the General fund expenses are increasing faster than revenue, together with reduced revenue in the Gaming fund itself due to the flood, the FY2020 proposed budget recommends a significant reduction in these types of outside agency expenditures due to the needs for funding city priorities for capital expenses.

CITY MANAGER'S BUDGET TRANSMITTAL

GAMING INITIATIVES

Proposed Gaming Funded Initiatives

<p>Contributions/Contracts - Recurring</p> <p style="padding-left: 40px;">\$ 21,310</p> <p style="padding-left: 40px;">15,000</p> <p style="padding-left: 40px;">30,000</p> <p style="padding-left: 40px;">1,600</p> <p style="padding-left: 40px;">40,000</p> <p style="padding-left: 40px;">189,000</p> <p style="padding-left: 40px;">20,000</p> <p style="padding-left: 40px;">10,000</p> <p style="padding-left: 40px;">10,000</p> <p style="padding-left: 40px;">20,000</p> <p style="padding-left: 40px;">750</p> <p style="padding-left: 40px;"><u>10,000</u></p> <p style="padding-left: 40px;">259,750</p> <p style="padding-left: 40px;">125,000</p> <p style="padding-left: 40px;">20,000</p> <p style="padding-left: 40px;">150,000</p> <p style="padding-left: 40px;">25,000</p> <p style="padding-left: 40px;"><u>8,000</u></p> <p style="padding-left: 40px;">203,000</p> <p style="padding-left: 40px;">80,000</p> <p style="padding-left: 40px;">17,500</p> <p style="padding-left: 40px;">7,000</p> <p>Contributions/Contracts - Once or Limited</p> <p>TRANSFER TO GENERAL FUND</p> <p style="padding-left: 40px;">Nature Center: 40,000</p> <p style="padding-left: 40px;">NonDepartmental: 10,000</p> <p>TRANSFER TO STREETS FUND</p> <p style="padding-left: 40px;">Stormwater Grant 50,000</p> <p>TRANSFER TO SPECIAL ALLOCATION FUND</p> <p style="padding-left: 40px;">City Sponsored TIFs: 5,000</p> <p>TRANSFER TO AVIATION FUND</p> <p style="padding-left: 40px;">Airport Operations: 70,000</p> <p>TRANSFER TO PARKING FUND</p> <p style="padding-left: 40px;">Parking Operations: <u>6,500</u></p>	<p>Festival Funding</p> <p>City 4th of July fireworks display</p> <p>Allied Arts Council</p> <p>MoDOT Lease</p> <p>Public Education Spots & Cablevision Contract (Pub Info)</p> <p>Chamber Economic Development Contract</p> <p>MO-KAN Contribution</p> <p>State Legislative Lobbyist (Mark Rhoads)</p> <p>Downtown Partnership Contract</p> <p>Community Alliance Membership</p> <p>Great Northwest Day at the Capital, City's sponsorship</p> <p>Chamber Workforce Development</p> <p>Legal Services - Outside Specialized Counsel (Legal)</p> <p>Save Our Heritage Neighborhood Grants</p> <p>Historic preservation grants outside of HUD-eligible areas</p> <p>Landmark Commission Emergency building stabilization</p> <p>Landmark Commission Public & education outreach</p> <p>Property Mnt clean-up, abatement, dangerous bldg issues</p> <p>Innovation Stockyard</p> <p>Foundation Recovery</p> <p>Special Programming</p> <p>Contribution toward in-kind services supplied to spcl events</p> <p>Stormwater Match Grant 75% City/25% Resident</p> <p>As Needed - To cover City expenses until TIF revenues begin</p> <p>Operating Subsidy in support of Air Guard presence</p> <p>Reimbursement for lost revenue/waived fees at Civic Center</p>
<p>TOTAL PROPOSED \$981,660</p>	

CITY MANAGER'S BUDGET TRANSMITTAL

Fiscal Year 2020 Opportunities and Challenges

FY2020 will bring the start of the third in a series of new fire stations. With stations 9 and 11 having been completed in FY2019, it will be exciting to embark on the first major project of the new CIP cycle by construction this new facility.

FY2020 should also be remembered as a year of very low increases in wastewater utility rates at only 2%. Thanks to a multi-year lull in large capital projects scheduled for the next four years, future rate increases should remain in the low single digits for the three years following FY2020.

In FY2020, the first phase of the Riverfront Development Plan will be underway with the extension of utilities along Waterworks Road. This first phase will promote private investment in the corridor, which will be an important part of the overall plan.

MoDOT will also be completing their alternatives study on the I-229 bridge to determine which one of nearly 19 alternatives is appropriate for the future of this facility and important traffic corridor. The results will have important impacts to downtown, as well as riverfront development.

An important challenge for FY2020 will remain keeping General fund expenses stable or declining, in light of the struggle we have with very minor revenue increases. The General Assembly is debating three different bills related to internet sales tax, two of which could help restore a large portion of the sales tax revenue the cities in Missouri have lost to internet sales. I am cautiously optimistic that by sometime in FY2021, we may have a solution to that problem approved by the state.

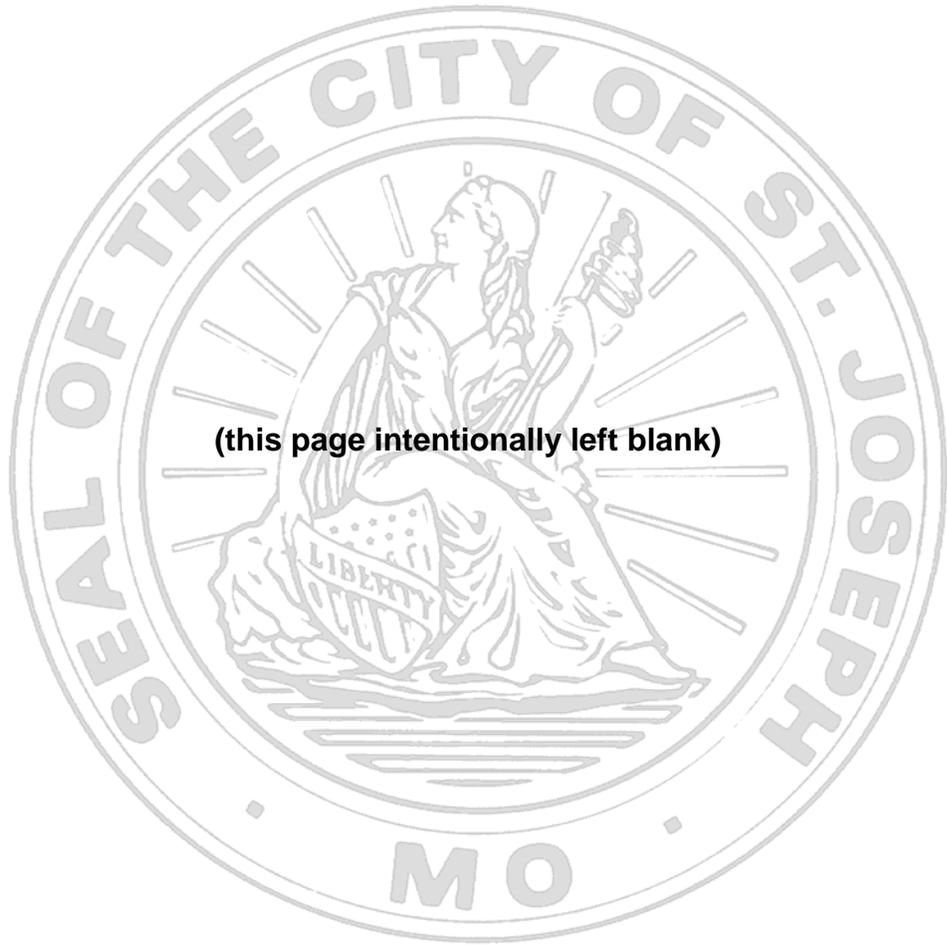
The Public Safety Tax is now fully staffed with 20 new officers and salaries and benefits have improved with its help. The challenge going forward is that after FY2020, the Public Safety Tax fund will be fully dedicated to only salaries and benefits, with no additional room for capital equipment purchases. In fact, some of the expenses for salaries and benefits will roll over into the General fund as revenue reduction, putting further pressure on that fund to reduce expenses or find new or expanded revenue sources.

The sections immediately following this budget transmittal give you a detailed discussion on revenue trends, expenditure summaries, ending fund balance estimates and an overall budget summary. I look forward to our review of the proposed budget during the last week in April and the first week in May.

Respectfully Submitted,



J. Bruce Woody
City Manager



(this page intentionally left blank)

REVENUE DISCUSSION

The City of St. Joseph, Missouri derives revenue from various sources including taxes, user fees, government grants and subventions, licenses and permits, fines and forfeitures, bond proceeds, investment earnings, and other less significant types of revenue including sales of fixed assets, insurance recoveries, special assessments, and donations. Due to the varying types of revenue, many different methods must be employed to project revenues. The projection methods selected depend on the nature and materiality of the revenue item and the period of time over which the revenue is projected. The specific revenue projection technique employed for any given revenue item is identified in the city's quarterly reports and Revenue Manual.

Revenue Projection Techniques

- **Historical Data** - This method predicts future revenue based on historical movements over time and assumes that historical trends will continue in the future. Budget staff compiles a revenue history for the previous five years, determines average rate of change, and applies this rate of change to the previous year's annual revenue amount.
- **Current Data** - This method predicts future revenue based on actual or annualized current year revenues and is often used when historical data and trends are not available or, if used, would result in an inaccurate revenue projection.
- **Facts & Circumstances** - This method predicts future revenue on facts and circumstances uniquely affecting the revenue item including actions promulgated by or undertaken with third parties. This method is often supported by certain documentation in the form of lease/rental agreements, grant agreements, service contracts, legislative records, judicial findings, property appraisals, consultant's reports, rate making authority rulings, government statistical reports etc.... And, finally, Administrative Services staff may adjust its projections to reflect the probable impact on revenues of anticipated changes in the economy, legislation, inflation, and demographics.
- **Judgmental Estimates** - this method relies on a person knowledgeable in the field, often a department director, who prepares a revenue projection based on awareness of past and present conditions including fee changes, development plans, marketing campaigns, usage activity, frequency, volume, weight, and similar determinations. Examples include landfill and sewer revenue where anticipated usage, weight, and volume are major revenue determining factors.

Who Prepares Revenue Projections?

Revenue projections are prepared by department directors and budget staff and are approved by the City Manager as part of the annual budgeting process. Prior to submitting revenue projections to the City Manager, budget staff compares and reconciles revenue projections with those prepared by department directors.

Large bond issues anticipated in the Water Protection Fund, tend to distort the percentages other revenue sources provide to the operations of the City. Therefore, the following discussions exclude that amount for purposes of establishing major revenue sources and providing the percentage of support provided whenever such issues are anticipated.

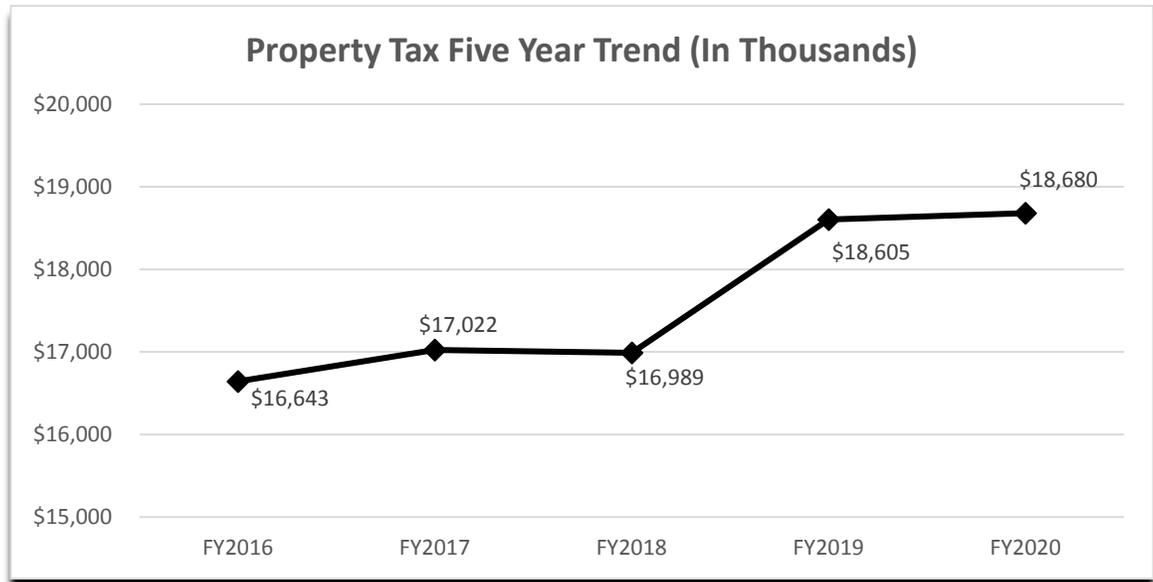
Revenue Sources

- **Property Tax** – Property taxes represent approximately 10% of the City's budgeted resources. Property taxes include real, personal, public safety, railroad & utility, merchants & manufacturers', financial institutions', and payments in lieu of tax. Such taxes are assessed at the prescribed tax rate per \$100 of assessed value determined at 12%, 19%, and 32% of fair market value for agricultural, residential, and commercial property, respectively.

REVENUE DISCUSSION

Revenue Assumptions - Annual growth in property tax valuations for the past five years had fluctuated between 1.3% up to 1.9%. However, the FY2019 property tax revenue (tax year 2018) increased by 9.5%. A majority of this jump was due to TIF projects receiving significant assessments, including the Mosaic parking garage TIF.

Budgeting for FY2020 reassessment year has limitations due to the Hancock Amendment. It restricts property tax growth to the lower of 5% or the Consumer Price Index ceiling. The CPI for FY19 was 2.1%, but the City is at the maximum authorized rate ceiling on all tax levies except for the Health portion, so minimal growth is expected. New construction valuations and prior year tax collections are not restricted by the Hancock Amendment.



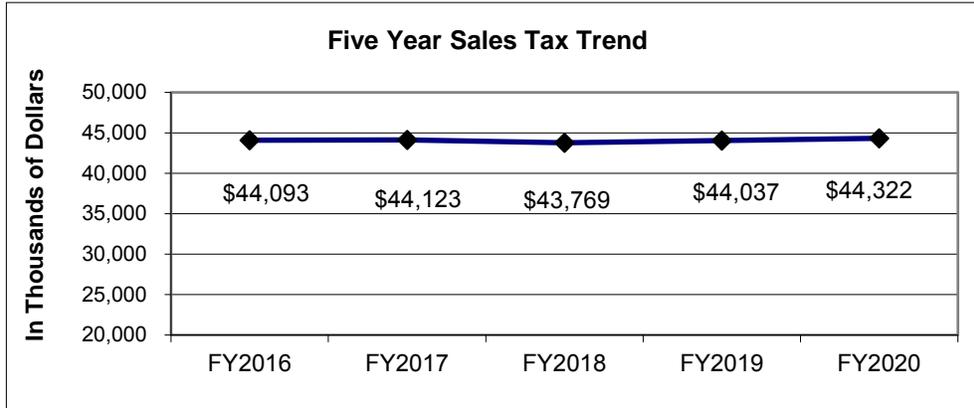
- **Sales Tax** – Sales taxes represent 27% of the City’s total revenue. Sales taxes include the local 1.5% sales tax (General Fund), 1/2% CIP sales tax (Capital Projects Fund), 1/2% Public Safety Tax (Public Safety Fund), 3/8% Mass Transit sales tax (Transit Fund), 5% cigarette tax (General Fund), 3% hotel/motel tax (General Fund), 3% hotel/motel economic development tax (General Fund) and state fuel tax distributions (Streets Maintenance Fund). Effective July 1, 2015, the City added the ability to collect the Use Tax (equal to the City’s current sales tax rate at any given time) on goods and materials bought outside of the state (General Fund with a little more than 90% designated towards Street Maintenance & Enhancement).

Revenue Assumptions – Historically existing sales tax revenues have ranged from slightly lower in FY2017 to growth of 1.5% in FY2016 and 1.4% in FY2018. The overall growth in sales tax revenues have come from passage of the special purpose sales taxes - Public Safety (1/2%) tax effective January 2014 and the Use Tax in July 2015. Staff continue to be optimistic that the local economy will sustain slight growth. Retail growth has slowed down, but there are several major industrial projects going forward to keep jobs in St. Joseph, which allows a relatively stable sales tax base.

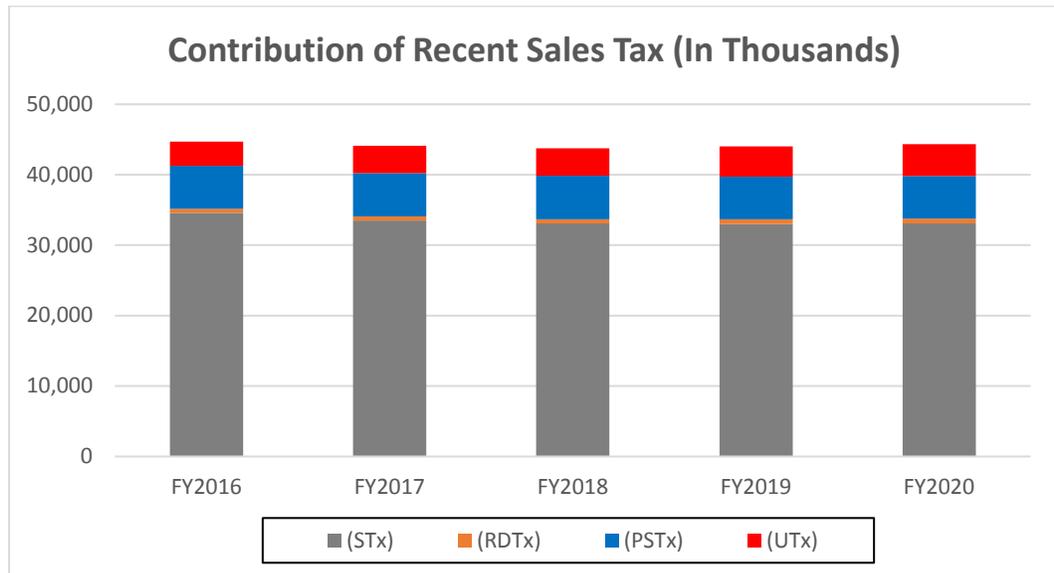
However, at three-quarters of the way through this fiscal year, retail sales tax revenues are approximately 1.5% lower than over the same period in FY2018. We are cautiously optimistic that sales will meet budget projections. Use tax revenues have increased 12.9%

REVENUE DISCUSSION

over this same period. The FY2020 budget was set at an overall increase of one-half percent (0.5%) over FY2019 projected.



The five-year trend for sale tax revenues are shown in the chart above. The fluctuation in revenue beginning in FY 2016 was due to the passage of Use Tax. However, use tax revenues are designated for Street improvement purposes only and not general purposes. With more historical data behind us, current year Use Taxes are projected to remain strong at 5% above projected FY2019.



	FY2016	FY2017	FY2018	FY2019	FY2020
Existing Sales Taxes (STx)	34,570	33,479	33,075	32,999	33,080
Riverfront Dvlpmnt Tax (RDTx)	614	591	614	682	682
Public Safety Tax (PSTx)	6,090	6,148	6,191	6,051	6,051
Use Tax-Enhanced Streets (UTx)	3,433	3,905	3,889	4,305	4,509
Total Sales Taxes	44,093	44,123	43,769	44,037	44,322

REVENUE DISCUSSION

Hotel/Motel tax revenue has been very unstable over the past ten years. Revenue tends to follow the attractions within the St. Joseph and the Kansas City areas. Solar Eclipse traffic resulted in a slight increase in fiscal year 2018. Trails West and the Chief's camp also generate additional tax revenue. Another positive note was the addition of the Fairfield Inn on I-29. This is the first new hotel in many years. FY2020 Hotel/Motel tax projections are expected to remain at FY2019 level.

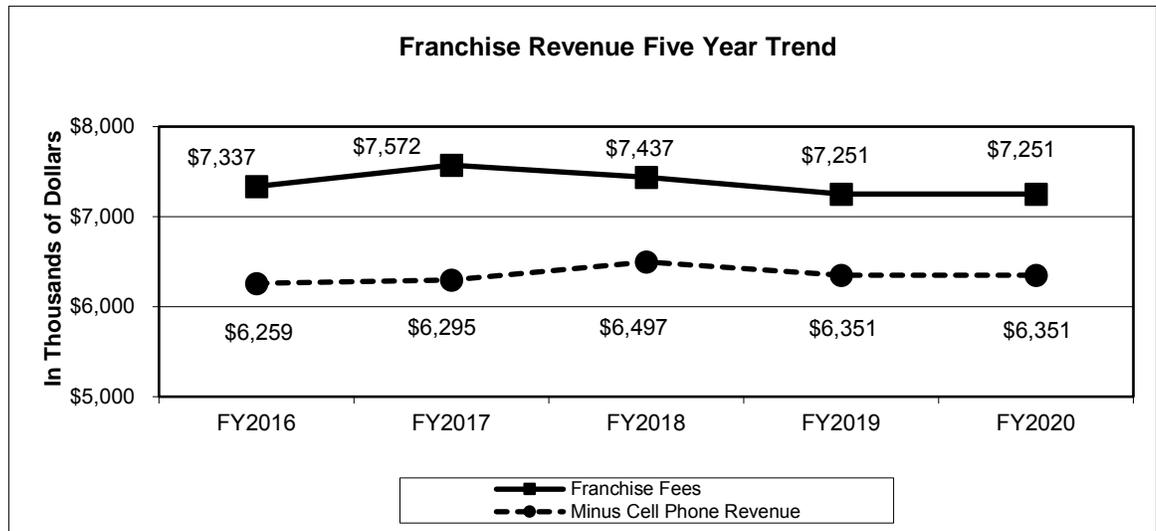
Flooding along the Missouri River is expected to cause some disruption in FY2019.

Current year motor fuel tax revenues are projected slightly lower than FY2018 actual levels. This may change with the recent rise in motor vehicle fuel prices. Projections for FY2020 were reduced as well.

- Utility Taxes** – Utility taxes (franchise fees) represent 4.5% of total City revenue and are assessed to private utility companies on gross receipts collected from customers and then forwarded to the City on a monthly or quarterly basis. The electric franchise fee is determined based on a declining block scale ranging from 6.5% to .5% depending on usage. Other franchise fees are fixed as percentage of gross receipts as follows: steam - 1/2%, telephone - 7%, cable - 5%, water - 6.5%, and gas - 6.5%. An additional franchise license fee of 1% is assessed on water, gas, and electric receipts and is dedicated to mass transit operations.

Revenue Assumptions - Annual growth in Franchise Fees are very difficult to project using historical revenue patterns. Therefore, a three-year average is used. Fluctuations in franchise fee revenues correspond to changes in annual weather conditions and rate increases (or decreases) by individual utilities, as well as restrictions imposed by State Statutes and Federal legislation.

The revenue that would normally have been recognized due to extended winter weather in FY2019 is being offset by an adjustment of KCP&L gross receipts for the prior calendar year and going forward. The reduction is due to the 2018 federal corporate tax decrease being passed on to customers.



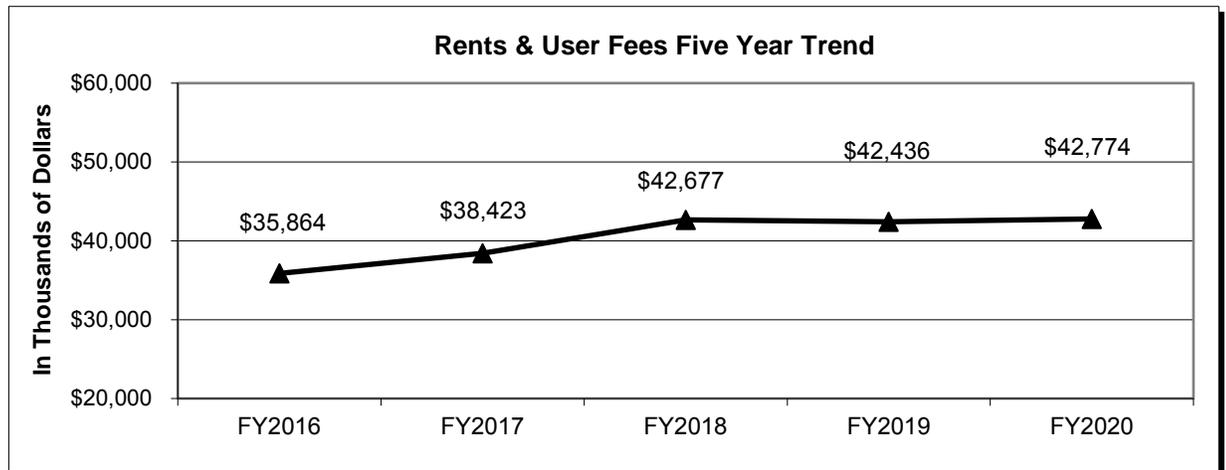
REVENUE DISCUSSION

The chart above shows the impact of cell phone revenues and the bottom line reflects the history of utility taxes without the cell phone. As you can see, revenue been unstable the last three fiscal years. Revenues will remain unclear as the tolling agreements with many providers ends on May 31, 2019 and negotiations begin for extension.

The FY2019 budgeted franchise revenues are estimated as follows: Electric and gas franchise taxes are averaging slightly higher at a 1.5% increase. Although the last year has been relatively dry, water revenues continue to decline. Telephone estimates, excluding cell phone revenues, were based on the current year projections with a slight increase from the prior year. In FY2017, cell phone revenue fell below \$1 million. Historical cell phone revenue has been on the decline since FY2008 with the last of the settlements. City staff are working with outside counsel to audit several telecom revenues to ensure exemptions are appropriate. Federal legislation has also caused a reduction as some gross revenues are now exempt from the gross sales calculation. Legislation also may potentially affect cable revenue. Cable revenues have been falling steadily since FY2012.

- User Fees** - User fees represent 26% of total FY2020 City budgeted revenues and are charged for civic facility rents, downtown and on-street public parking, building inspections, recreational activities (swimming, ice skating, golf, athletic leagues, etc.), casino gaming taxes, bus fares, sewer user fees, landfill tipping fees, and various other fees for service.

Revenue Assumptions – Ownership changes, floods and the economy have had a major effect on gaming revenues over the past ten years. The casino revenue remains flat. Although admissions revenue has declined over the past few fiscal years, gaming has increased slightly. FY2019 and FY2020 revenue remains unsure with the spring flooding in St. Joseph and upstream.



Sewer fees are determined by an annual cost of service study prepared by outside consultants. FY2019 rates were kept at the FY2018 levels, a sigh of relief for users. The FY2020 study is currently under review. The June 2018 Study recommended a 3.0% increase in July 2019.

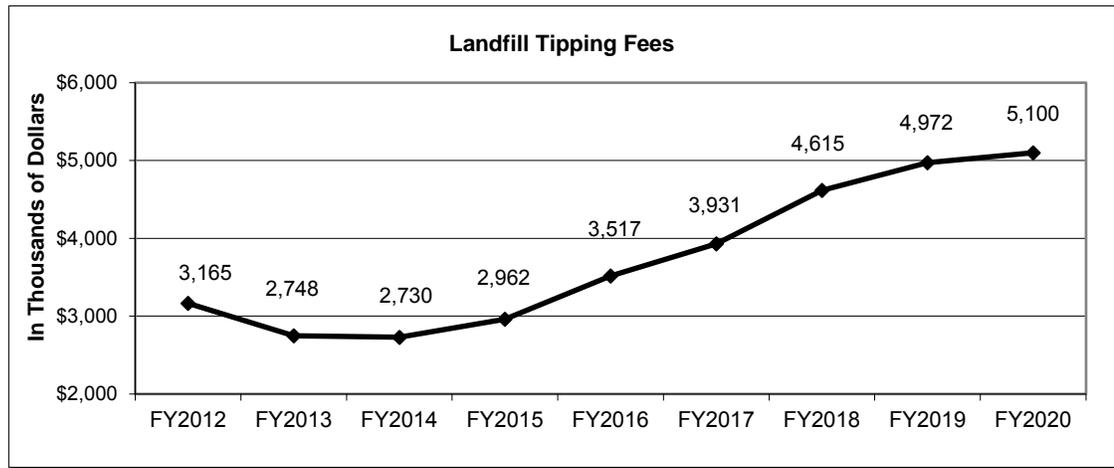
Historically, the City was required to take sewer billing back from the local water company in fall, 2012 as the company made a nationwide decision to stop billing for sewer customers. An annual review of the Collection Policy is performed to keep pace with any ongoing concerns regarding delinquent accounts. Staff send delinquent accounts to the City's

REVENUE DISCUSSION

contracted collection agency monthly. Utility billing staff also continue to bill Country Club Village's wastewater customers per Billing and Collection Agreement.

In March 2018, a landfill tipping fee study was performed by Blackstone Environmental, Inc. Staff recommended lowering the rate by \$2.00 per ton from \$34.00 to \$32.00, with projected revenues to increase as haulers would bring in increased tonnage. The scenario has proven correct as landfill revenues continue to climb.

The prior increase in October 2013 was \$4.00 per ton from \$30.00 per ton. Revenues have been on the rebound since FY2016 with increased tonnage from National Beef and WasteManagement. WasteManagement continues to be the largest hauler to the landfill. The tipping fees in St. Joseph remain the second lowest in Missouri.



Based upon current trends, the FY2019 projected revenue reflects a 7.0% increase over FY2018 actual revenue. FY2020 is projected at 2.5% increase over projected FY2019. This is despite the lowering of the tipping fees in July 2018. (Landfill revenue has historically been significant enough issue to display trends separately.)

- **Grants** - Grant revenues consist primarily of: federal Community Development Block Grant (CDBG) funds for programs designed to assist low and moderate income individuals; Federal Transit Administration (FTA) operating and capital outlay assistance for the city's public transit system; Federal Aviation Administration support for Rosecrans Airport improvements; and of Federal Economic Development Administration (EDA) for qualified infrastructure improvements related to economic development initiatives.

Revenue Assumptions - Historical revenue patterns and trends are only marginally useful when projecting future grant revenues. Annual federal funding of CDBG programs remain questionable with possible complete budget cuts coming. Some grant funding is based on funding applications pending and/or approved for specific projects and program activities. Increases and decreases in total grant revenue often correspond with increases and decreases in capital projects funded by grants. Grant amounts are based on known or anticipated amounts at this time. Unbudgeted grants received during the year result in an amended budget to recognize the revenue and intended expenditures tied to them.

REVENUE DISCUSSION

- **Licenses/Permits/Fines** - Licenses and permits are charged to specific individuals based on the value of service provided. Licenses are issued for occupational licenses, liquor licenses, dog licenses, trade licenses/examination fees, and garage sale licenses. Permits are issued for trash hauling, septic tanks, food establishments, street cuts, and alarm monitoring. Fine revenue is generated as a byproduct of the city's effort to reduce violations of its code of ordinances. Overall, these sources generate 1% of the City's revenues.

Revenue Assumptions – Most license and permit revenues remain fairly stable. Revenue estimates are based largely on the experience and projections of the responsible departments. Given the slight rally in the economy, revenues for inspection fees and plan review have been held steady.

Fine revenue may have finally stabilized. With a slight increase in number of citations issued, revenues are projected at a slight increase over FY2018 actual revenue. The plummet over the past two years was due to State legislation restricting maximum fines. Most of this is a result of the legislation enacted after the Ferguson, MO case. It appears that they may be reversing some of the maximum fines in the future, but projections remain skeptical.

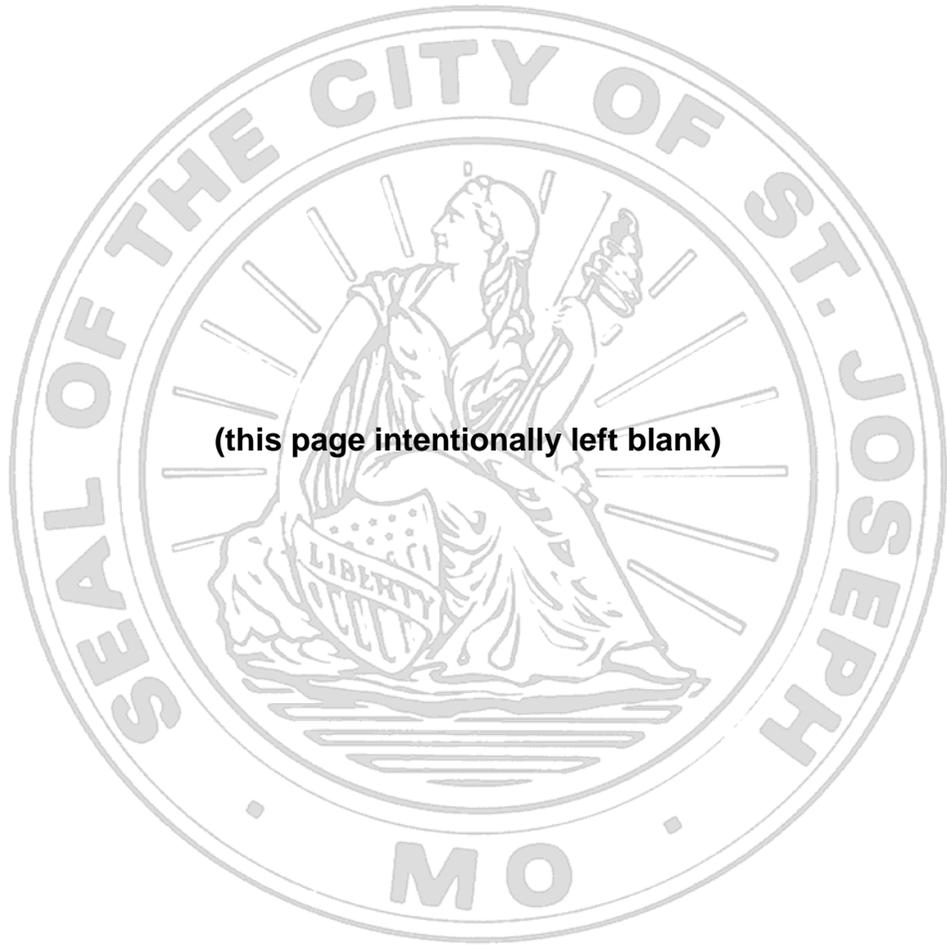
- **Interest/Other** - Interest revenues consist primarily of interest earned on operating and capital project cash reserves. Lesser amounts of interest are derived from special assessments and accounts receivable. Other revenues are generated from special assessment principal collections, sale of fixed assets, insurance recoveries, and reimbursements of prior year expenditures.

Revenue Assumptions - Interest earnings relate most specifically to the amount of expected cash reserves, fund balances, and interest rates rather than to historical interest income totals. Much of what is ultimately contingent in nature. Due to the contingent nature of insurance recoveries, refunds of prior year expenditures, and sale of fixed assets, such revenues are usually not included in the Annual Budget.



- **Sale of Bonds** - Bond sales occur intermittently in response to the funding requirements of capital projects and capital outlay initiatives.

Revenue Assumptions - Bonds sales most often occur in response to individual capital project and capital outlay funding initiatives with little or no relationship to prior year bond sales.



(this page intentionally left blank)

Vision Statement: St. Joseph, a thriving and progressive community with nationally recognized history, providing opportunities for its citizens.

Mission Statement: The City of St. Joseph is dedicated to investing in people, creating a better place and growing the prosperity of its citizens.

Invest in People

Reduce crime

- Support police department crime reduction plans
- Educate public regarding crime rates, trends and progress

Reduce homelessness

- Support and actively participate in United Way efforts to address homelessness
- Revise permitting process to alleviate geographic clustering of homeless services

Demonstrate support for workforce development

- Support the St. Joseph School District and community partners in education
- Promote workforce development opportunities through City communications

Create a Better Place

Promote and advance Riverfront Development

- Leverage established funding to advance riverfront development
- Invest in riverfront infrastructure development to increase access
- Promote business development and economic opportunities near riverfront

Promote Community Enhancements and Property Maintenance

- Institute an abandoned property fee
- Update City policy and regulation of blighted properties and trash disposal
- Partner with civic leaders to launch citywide education and clean-up campaign

Design and implement beautification of Parkway and Parks

- Identify and implement beautification plans for parkway and select parks
- Implement parks and recreation programming for youth and all ages
- Promote and advance future development of the urban trail system

Promote neighborhood associations, watches and clean-ups

- Support establishment and growth of neighborhood associations
- Sponsor neighborhood clean-ups as part of citywide clean-up campaign

Promote development of downtown and the Frederick Avenue entertainment district

- Support the goals of those interested in developing and enhancing downtown and the Frederick Avenue entertainment district

Develop a five-year environmental plan

- Coordinate with Sustainable Environment Advisory Committee as it creates and helps implement a five-year plan

Grow Prosperity

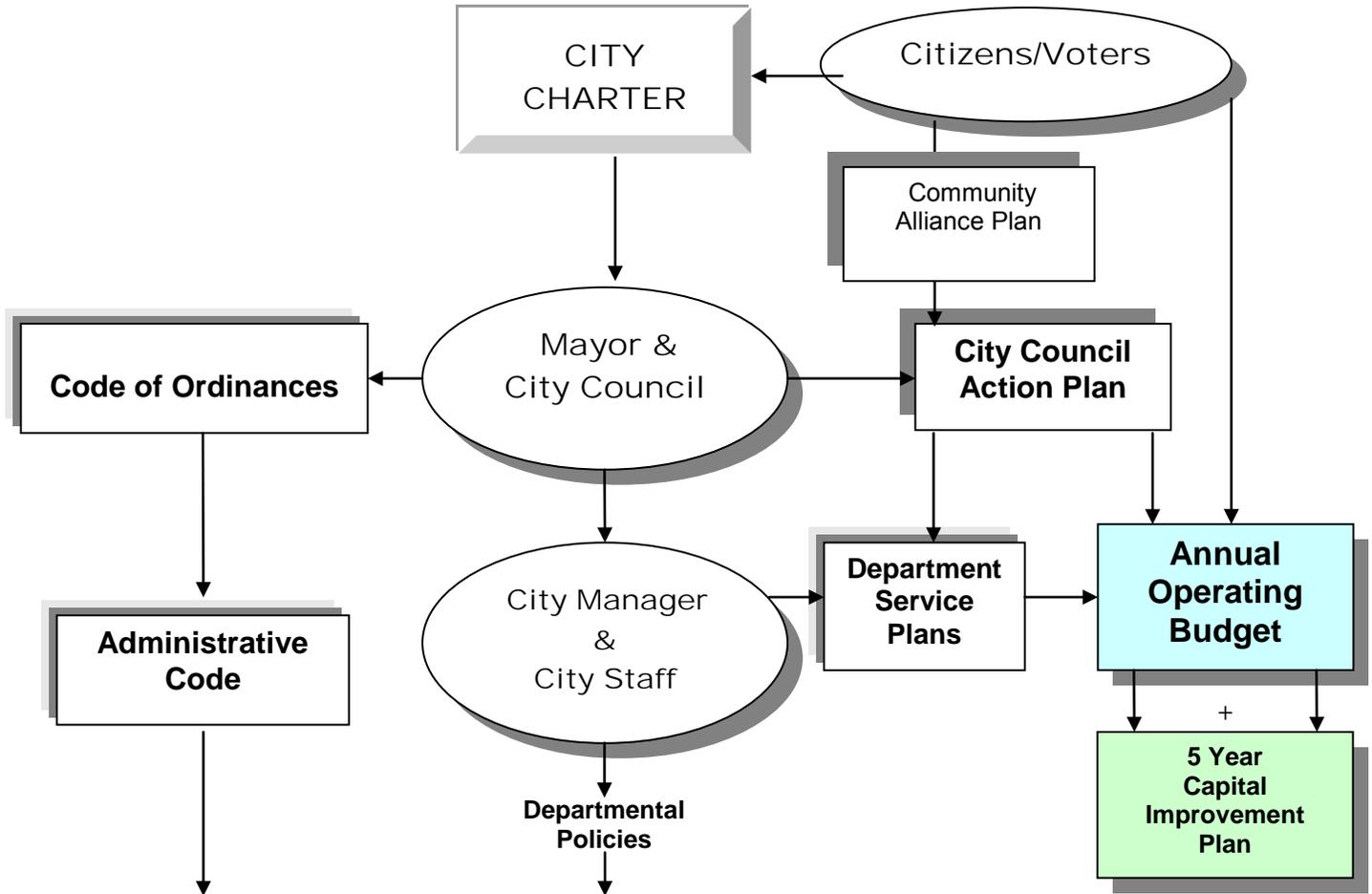
Attract better paying jobs through use of economic development tools

- Support economic development work of the Chamber of Commerce
- Leverage economic development tools to promote business development

Endorse Imagine St. Joseph 2040 community planning process

- Adopt Council resolution endorsing Imagine St. Joseph 2040
- Collaborate with Community Alliance to advance Imagine St. Joseph 2040 plans

HOW OUR POLICY DOCUMENTS RELATE



- Personnel Code
- Budget Transfer Ordinance
- Investment Policy
- Procurement Policy

- Financial Disclosure Requirements for Municipal Officials

- Zoning Ordinance
- Downtown Master Plan
- Precise Plan

- Code Ordinances
- Health Ordinances

- Employee Performance Appraisal System
- Affirmative Action Plan
- Loss Prevention Policy
- Labor Contracts
- FOP Local 77, IAFF, SEIU, Local1290
- Capital Asset Policy
- Procurement Card Policy
- Travel and Other Business Expense Policy
- Fund Balance Policy
- Debt Management Policy
- Write-Off & Collections Policy

- Media Policy
- Resident Request System

- Enterprise Community Strategic Plan
- Land Use Plan
- Community Partnership Strategy & Consolidated Plan (CDBG)

- Emergency Operations Plan
- Stormwater Management Policy

- Park Maintenance Policy

- Airport Operations Manual
- Solid Waste Management Plan
- Long Range Transportation Plan
- Transit System Service Plan
- Street Maintenance Rating System & Policy

Administrative Services

General Administrative

Planning & Community Development

Public Health & Safety (Police/Fire/Health/Property Maintenance)

Recreation

Public Works/Transportation

KEY FISCAL POLICIES

FUND BALANCE

This fund balance policy applies to all city's fund balance and reserves. The objective of establishing and maintaining a fund balance policy is for the city to be in a strong fiscal position that will (1) provide sufficient cash flow for daily financial needs, (2) secure and maintain investment grade bond ratings, (3) offset significant economic downturns or revenue shortfalls, and (4) provide funds for unforeseen expenditures related to emergencies.

In February, 2009, Governmental Accounting Standards Board (GASB) issued GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions effective for fiscal periods beginning after June 15, 2010. This standard created new classifications for fund balance based upon constraints placed on the use of current fund balance and redefines governmental fund type definitions effective for the City of St. Joseph for fiscal year ending June 30, 2011.

Minimum Fund Balance

General Fund – The General Fund is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for and reported in another fund.

The City shall strive to maintain a fund balance level in the General Fund equal to 10% of annual expenditures. The purpose for maintaining this balance will be for meeting emergencies arising from (1) the loss or substantial reduction in actual revenue collections over anticipated amounts (2) unexpected expenditures due to natural disasters or casualty losses (3) non-budgeted expenditures for the satisfaction of court judgments and litigation costs and (4) conditions that threaten the loss of life, health or property within the community.

The availability of resources in other funds and the potential drain on the General fund resources from other funds could affect the necessary level of minimum unrestricted fund balance. The availability of resources in other funds may reduce the amount of unrestricted fund balance needed in the General fund, just as deficits in other funds may require that a higher level of unrestricted fund balance be maintained in the General fund.

All other funds, including Special Revenue Funds, Debt Service Funds, and Capital Project Funds do not have a fund balance requirement. Fund balances in these funds are dictated by revenue sources and are equal to a schedule of expenditures and capital projects.

Special Revenue Funds – Special revenue funds are created to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes. The amount of any reservation of fund balance shall be governed by the legal authority underlying the creation of the individual funds.

Debt Service Fund – Debt service fund is created for very specific reserve amounts

KEY FISCAL POLICIES

as part of the ordinance or resolution which authorizes the issuance of the bonds. Reserve requirement for any outstanding bond issue will be consistent with the ordinance or resolution authorizing the issuance of the bonds.

Capital Projects Fund – Capital projects fund is created to account for resources designated to construct or acquire capital assets and major improvements. These projects may extend beyond a single fiscal year. However, at a minimum, the fiscal year end reserved fund balance, and estimated revenues for the ensuing fiscal year must be sufficient to meet all outstanding fund encumbrances.

The City will periodically review of the sufficiency of the minimum fund balance levels in all funds.

Order Of Resource Use

The City will classify its fund balances based on the nature of the particular net resources reported in a governmental fund and on the constraints placed on their use. It is the policy of the City to utilize the restricted fund balance for a specific purpose prior to unrestricted fund balance when more than one fund balance resource is required. Unrestricted fund balance will be maintained for necessary and unexpected expenditures. With this policy, the City will consent to committed amounts first followed by assigned funds before allocating unassigned net resources when more than one unrestricted resource is required.

This policy shall recognize the financial importance of a stable and sufficient level of fund balance. In the event that the fund balance is so calculated to be less than the policy anticipates for minimum required balances, the City will strive to adjust budget resources in the subsequent fiscal years to restore the balance. Whenever an operating fund balance falls below the level established above, the City will restore through revenue allocations or expenditure reductions back to the allowable level.

The City will strive to develop and maintain a diversified and reliable revenue stream so as to avoid becoming overly dependent on any single source of revenue. Efforts will be directed to optimize existing revenue sources while periodically reviewing potential new revenue sources. Any amounts in an operating fund balance that exceed the appropriate level of that fund may be utilized in the following year's operating budget for one-time or limited purposes.

The City Manager is directed to make recommendations to the City Council with the proposed budget a plan to restore the minimum requirements. (See specifics under the Revenue and Expenditure policy sections below.)

Stabilization Arrangements

Appropriation from fund balance shall require the approval of the City Council. If fund balance is nearing its minimum threshold, such appropriations shall be only for one time expenditures and not for ongoing and routine operating expenditures. It should

KEY FISCAL POLICIES

be used to insure adequate reserves, respond to unforeseen emergencies, protect from revenue shortages, other contingencies, and overall financial stability.

Authority To Commit Fund Balance

The City Council is the highest level of authority and any committed amounts will be imposed by Ordinance.

Authority To Assign Fund Balance

The authority to assign fund balance for specific uses will be delegated to the City Manager and/or the Director of Administrative Services.

Unlike committed fund balance, the action taken to assign fund balance may be made after year end.

The City will classify fund balance at year end for financial reporting purposes. Thus only current, and not future, net resources are classified. Typically the subsequent year's budgeted expenditures are expected to be paid from the subsequent year's revenues and not the current reporting year's ending fund balance. On occasion, the City will "deficit" budget, or in other words, budget more expenditures than anticipated revenues and drawdown beginning fund balance for the subsequent year. An appropriation of existing fund balance to eliminate a projected budgetary deficit in the subsequent year's budget in an amount no greater than the projected excess of expected expenditures over expected revenues satisfies the criteria to be classified as an assignment of fund balance. (6/4/2007, rev. 6/13/2011)

BUDGET POLICIES

Operating Budget Policies

1. Balanced Budget – Current revenues will be sufficient to support current operating expenditures.

2. Operating Deficits - Annual fund net operating deficits, a condition in which annual operating deficits exceed annual operating revenues, shall not be allowed for any purpose other than one that is temporary, minor and would not cause operating fund balance to be reduced below 5% of annual budgeted operating expenditures.

3. The City will avoid budgetary and accounting procedures that balance the current budget at the expense of future budgets. (6/4/2007)

Expenditure Policies

1. In order to meet the operating budget policies above, the following protocols shall be followed when developing annual operating budgets:

a. Annual increases to employee health insurance at the fund level shall not exceed 15%.

KEY FISCAL POLICIES

b. Annual increases to other employee benefit categories at the fund level shall not exceed 2%

c. Annual increases to other operating expenditures at the fund level shall not exceed 2%.

d. Annual service expansions shall not be allowed if those expansions rely upon revenue sources that are temporary in nature or provide for less than 100% of the full amount needed to operate that program or activity.

e. The addition of new employee positions will only be requested after service needs have been thoroughly examined and it is substantiated that the additional staffing will result in increased revenue, enhanced operating efficiencies, or the achievement of specific objectives approved by the Council. In no event shall an increase in staffing levels be allowed to bring fund balance below the established target for any operating fund.

2. In the event that item 1 protocols are not sufficient to achieve the aforementioned fund balance and operating budget objectives, the City Council shall consider the following actions:

a. Additional fees and revenues (see Revenue Policies),

b. Adjust municipal programs and activities; explore alternate means of service delivery, procurement options, etc. These may or may not require a reduction in budgeted positions, active or vacant. To the extent feasible, personnel cost reductions will be achieved through attrition and reassignment.

3. Employee Compensation - The City will strive to provide for an annual increase to employee compensation in accordance with the City of St. Joseph Employee Compensation Plan. In the event the protocols and actions described above are not effective, only then shall the City Council forego employee compensation adjustments in accordance with the Employee Compensation Plan. (6/4/2007)

Revenue Policies

1. One-Time Revenues – One time revenues shall be used only for one-time expenditures (including capital expenditures). The City will avoid using temporary revenues to fund on-going programs and activities.

2. Grants – The City shall actively pursue federal, state and other grant opportunities when deemed appropriate. Before accepting any grant the City shall thoroughly consider all implications related to costs associated with complying with the terms of the grant agreement and the ongoing obligations that will be required in connection with the acceptance of the grant. Programs financed with grant monies will be monitored and the service program will be adjusted to reflect the level of available funding. In the event of reduced grant funding, City resources may be substituted only after all program priorities and alternatives are considered during the budget process.

KEY FISCAL POLICIES

3. Revenue Diversification – The City will strive to develop and maintain a diversified and reliable revenue stream (in all funds as far as possible) so as to avoid becoming overly dependent on any single source of revenue. Efforts will be directed to optimize existing revenue sources while periodically reviewing potential new revenue sources.

4. Estimation of Annual Budgeted Revenues – The Administrative Services Department will provide an annual estimate of anticipated revenues using an objective and analytical process. When faced with assumption uncertainties, conservative projections will be utilized.

5. User Fees and Charges –

A. General and Special Revenue Funds - Fees and charges shall be periodically evaluated and, if necessary, adjusted annually to assure that they cover all direct and indirect costs unless it is determined by City Council that full cost recovery would not be in the best interest of the public.

B. Enterprise Funds – Fees and user charges for each enterprise fund shall be set at a level that fully supports the total direct and indirect cost of the activity. Indirect costs include the cost of annual depreciation of capital assets and overhead charges.

6. Administrative and Program Support Services – The City shall set fund transfers for each fund at a rate that fully covers direct and/or indirect costs of providing support services to other funds. The Indirect Cost Plan will be developed in accordance with prevailing federal indirect cost guidelines. (6/4/2007)

INVESTMENT POLICY

It is the policy of the City of St. Joseph, Missouri, to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and while conforming to all Missouri state statutes, the City Charter, the City Administrative Code, and the City's Code of Ordinances governing the investment of public funds. The City Investment Policy, a separate document, is available on request. (7/19/1994; rev. 10/18/2010; rev. 01/17/2017)

CAPITAL ASSET POLICY

The Capital Asset Policy provides comprehensive guidelines for the classification, recording and control of capital assets. The policy applies to the recording of capital assets in the General Capital Asset Account Group and in the Proprietary Funds as necessary in order to 1) provide for physical and financial control, 2) avoid duplication and inefficient use of assets and 3) account for general government capital expenditures in compliance with Federal guidelines and State statutes and regulations concerning municipal accounting, auditing and reporting requirements.

KEY FISCAL POLICIES

The Capital Asset Policy, a separate document, is available on request. (4/7/1997, rev. 12/13/1999; rev. 2/24/10)

PROCUREMENT POLICY

The City's Procurement Policy provides a process for the fair and equitable treatment of all persons involved in public procurement with the city, to maximize the procurement value of public funds in procurement and to provide safeguards for maintaining a procurement system of quality and integrity.

The policy applies to all contracts or commitments for the expenditure of any public funds under the city's control. It shall apply to every expenditure of public funds by the city irrespective of their source. When the procurement involves the expenditure of federal assistance or contract funds, the procurement shall be conducted in accordance with any applicable federal laws and/or regulations, which have not been set out in the policy.

The City Procurement Policy, made part of the city's code of ordinances, is available on request. (4/19/1982; rev. 3/22/1999; rev. 5/23/2005; rev. 12/18/2006; rev 2/25/2008; rev.11/30/17)

TRAVEL & OTHER BUSINESS EXPENSE POLICY

The Travel and Other Business Expense Policy (Policy) has been established for use by City employees and officials who travel and incur business expenses on behalf of the City both outside and inside the City. The Policy establishes General Conditions which are those requirements that must be satisfied in order to qualify for advance travel authorization from the City Manager and/or department directors. The Policy identifies Specific Conditions which are those individual requirements necessary for proper approval, payment, documentation, and reconciliation of actual travel and related business expenses. The Policy lists Allowable Expenses that are generally considered by the City and the Internal Revenue Service to be ordinary and necessary in the exercise of business when traveling for the City. The Policy identifies Unallowable Expenses considered by the City to be unordinary and unnecessary in the exercise of business when traveling for the City. The Policy includes Travel Position Statements that address, expand, and/or clarify the City's treatment of complex and/or specific travel and related business expense issues. Definitions explain terms commonly used when discussing travel and travel related issues. The Travel and Other Business Expense Policy, a separate document, is available on request. (4/30/1990; rev. 12/27/1999; rev. 6/13/2011)

TAX AND SECURITIES LAWS COMPLIANCE POLICY

The Internal Revenue Service and the Securities and Exchange Commission have increased requirements for compliance with federal tax and securities laws and expanded enforcement of such laws, shifting the burden of proof for compliance with such laws to the issuers of governmental obligations. The Tax and Securities Law Compliance Policy is intended to ensure compliance with Federal tax and securities

KEY FISCAL POLICIES

laws following issuance of such bonds and obligations. The policy is available upon request. (10/29/2012)

WRITE OFF AND COLLECTIONS POLICY

The City adopted a Write-Off and Collections Policy to establish a consistent and effective method of handling various types of accounts receivables and improving collection efforts. The focus of collection efforts will be concentrated on billed amounts that remain uncollected past their due dates for more than 90 days (“Current Receivables”). The policy was drafted in order to pull together and formalize various departmental collection practices that had developed over the years. The policy is available upon request. (03/17/ 2014, rev. 11/21/16)

DEBT MANAGEMENT POLICY

The Debt Management Policy was established to accomplish several objectives:

- Minimize the cost of borrowing
- Provide timely funding of capital projects and other financial needs
- Optimize the City’s credit ratings
- Establish a framework for appropriate security to investors of City obligations
- Ensure compliance with all statutory and regulatory obligations
- Communicate to the City and the municipal bond market the manner in which the City will participate in financing its debt obligations

The policy lays out the guidelines for the use of debt. It explains the types of debt the City is authorized to issue. Method of bonds sale are explained. Debt capacity guidelines are established for each type of debt obligation. Guidance is provided on debt structuring and terms of sale.

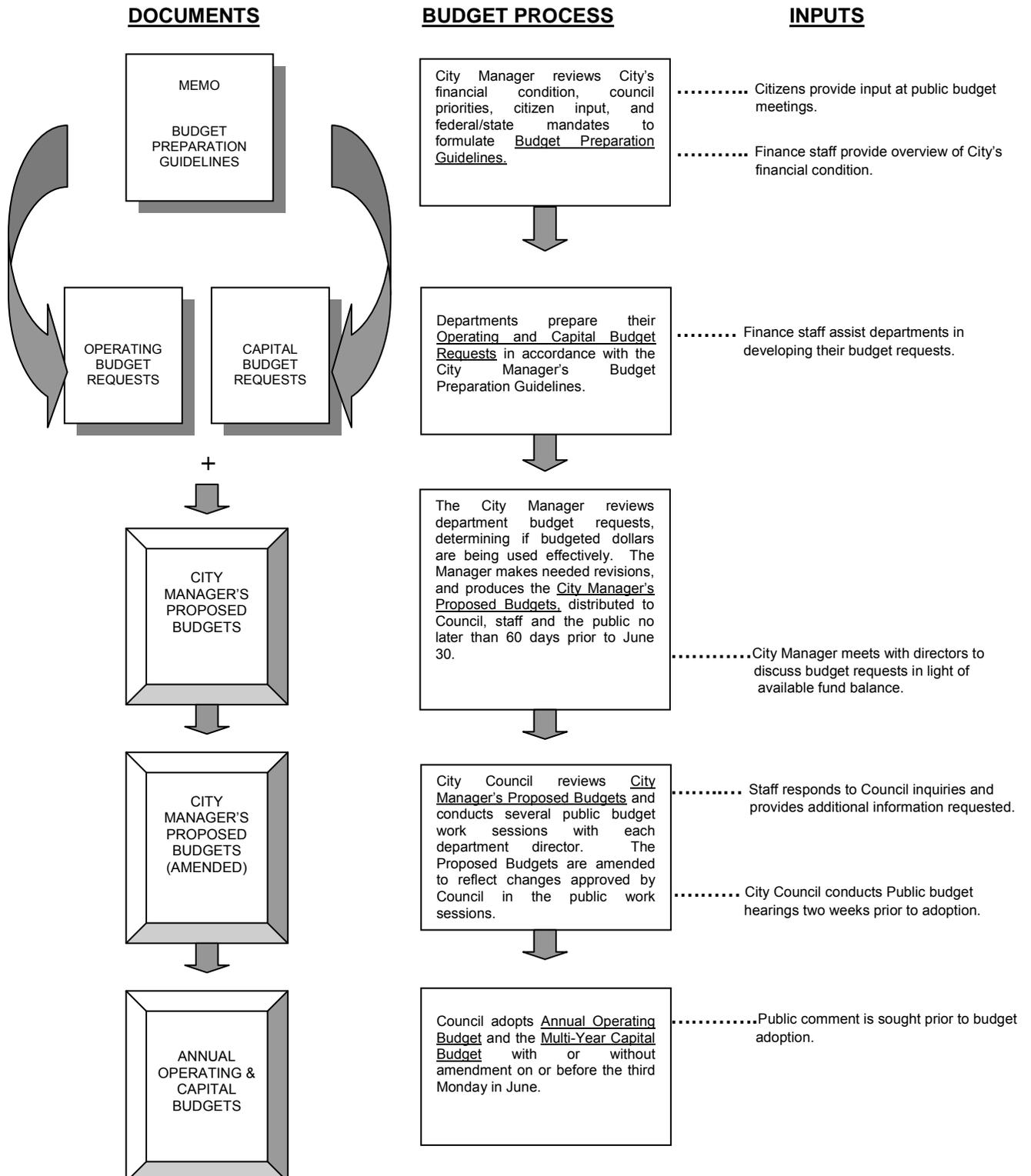
The actual components of debt management are discussed including the need for feasibility analyses and studies, debt service cash flow monitoring, covenant compliance, prepayment and defeasance of debt, and refunding of existing debt. Selection of related professional services – financial advisor, bond counsel, investment bankers/underwriters – is covered. Finally, investment of bond proceeds, debt reporting and the City’s regulatory compliance and disclosure obligations are detailed. The policy is available on request. (4/14/2014)



BUDGET PROCESS

Annual Budget & Program of Services

The Proposed Annual Budget is submitted by the City Manager to the City Council no later than sixty days prior to June 30, the end of the City's fiscal year. The proposed budget must be balanced within each fund based on estimated revenue for the upcoming fiscal year, plus or minus any carry-over fund balance from prior fiscal years. The City Manager's Proposed Budget is based on operating and capital budget requests prepared by each department, Council priorities, citizen input, federal or state mandated actions, estimated revenues, and available fund balances. The Council may amend the proposed budget within estimated revenue and available fund balances.



BUDGET CALENDAR

Fiscal Year 2019/2020

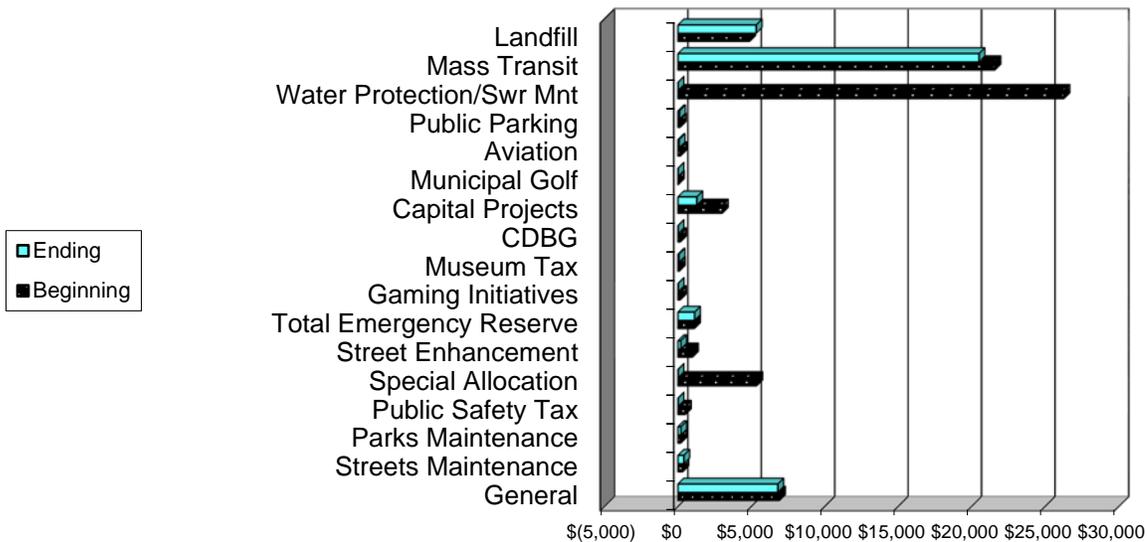
January	15	Personnel listings to departments to check	
	15	Prior year Core Services/CY activities/Challenges & Initiatives/Performance measures distributed for update	
	31	Personnel Listing Returned to Administrative Services Department (ASD)	
February	4	Base Budgets to Departments for review	
	4	Department Core Services Sheets due to Administrative Services	
March	4	Base budget and any Supplemental Req (Operating, Capital, Personnel) due to ASD	
	4	Final FY19 Fund Balance Reconciliations due from Accounting	
	4	CIP Budget reviewed with Department directors, Capital Projects coordinator, Administrative Services	
	6-15	Department Directors review supplementals, CIP, Personnel requests with City Manager	
	11-15	Third quarter sales tax revenues (minus TIF disbursements) should be available	
	22	"Preliminary" proposed budget to Manager & Directors w/ supplemental requests	
	29	Final changes to budget due to Administrative Services	
April	2-3	Washington Fly-In (Tentative)	
	5	"Final" operating budget submitted to City Manager	
	8-26	Final Budget document preparation	
	19	CIP Budget submitted to City Manager	
	24	City Manager Budget Transmittal due to Administrative Services Department	
		Revenue and Expenditure projections continue to be reviewed	
	26	City Manager's Proposed Budget to Council (min. 60 days prior to fiscal year start)	
	30	Council - Budget Work Sessions (4 P.M., 4th Floor conference room)	
	May	1-2	Council - Budget Work Sessions (4 P.M., 4th Floor conference room)
		7-8	Council - Budget Work Sessions (4 P.M., 4th Floor conference room)
24		Publication of budget summary and of public hearing notice (10 days prior to Public Budget Hearing)	
June	3	Public Hearing for Budget/CIP Plan/Sewer Rate - regular City Council meeting 7:00 p.m.	
	17	Budget Adoption - regular City Council meeting 7:00 p.m.	
July	1	FY 2019/2020 Budget goes into effect.	

BUDGETED FUND BALANCE OVERVIEW

(in thousands of dollars)

Fund	Revenue	Expenditure	Net Revenue/ (Expenditure)	Estimated	Estimated
				Beginning Fund Balance	Ending Fund Balance
				Unassigned	
<u>General Governmental</u>	\$ 53,983	\$ 53,412	\$ 571	\$ 5,952	\$ 6,044
Cell Phone Revenue	904	1,116	(212)	965	753
				Restricted or Assigned	
<u>General Governmental</u>					
Computer Escrow Xp	90	608	(518)	221	28
Riverfront Econ Dvlp Tx	755	0	755	3,916	4,671
Street Enhancement	4,600	5,400	(800)	987	187
Total Emergency Reserve	0	0	0	1,125	1,125
27th Payroll Reserve	0	0	0	633	787
Total General Fund	\$ 60,332	\$ 60,536	(204)	\$ 13,799	13,595
<u>Special Revenue *</u>					
Public Safety	6,397	6,906	(509)	509	0
Street Maintenance	4,337	4,267	70	327	397
Parks Maintenance	1,281	1,279	2	189	191
Special Allocation (TIF)	10,480	7,938	2,542	5,368	
Accumulated TIFs Reimursed to Water Protection Fund				(1,515)	6,395
Gaming Initiatives	830	982	(152)	161	9
Museum	577	601	(24)	90	65
Community Development	2,133	2,300	(167)	167	(0)
<u>Enterprise (inc. CIP Programs) *</u>					
Municipal Golf	766	788	(22)	22	(0)
Aviation	10,421	10,525	(105)	180	75
Public Parking	617	666	(49)	153	105
Water Protection	48,928	52,332	(3,403)	26,281	
Special Allocation Fund Reimbursement				1,515	24,392
Mass Transit	14,753	15,836	(1,082)	21,585	20,502
Landfill	5,536	5,094	442	4,884	5,326
<u>Capital Projects Fund</u>	6,511	8,249	(1,738)	3,018	1,280
Total	\$ 173,899	\$ 178,299	\$ (4,400)	\$ 76,733	\$ 72,333

Fund Balance Comparison
(in thousands of dollars)



Staffing by Service/Program

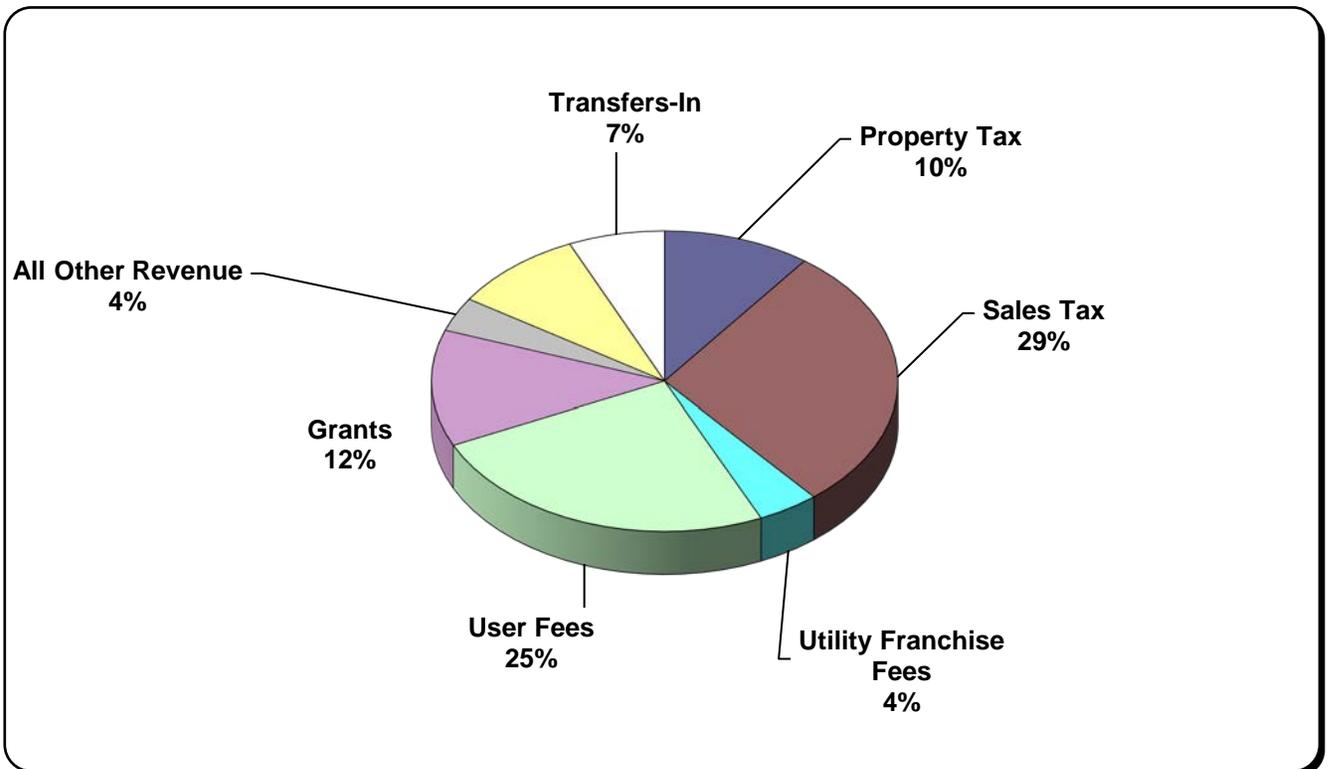
Includes Regular, Part Time Employees

	<u>FY2019</u> <u>Adopted</u>	<u>FY2020</u> <u>Budget</u>	<u>Change from</u> <u>Prior Yr</u> <u>Adopted</u>
General Government & Administrative Services			
Mayor's Office/City Clerk*	12.5	12.0	(0.5)
City Manager/Pulbic Info/HR/Building Maint	13.0	8.0	(5.0)
Human Resources	0.0	5.0	5.0
Legal/Risk Management	9.0	8.0	(1.0)
Administrative Services (including Muni Court)**	32.0	31.0	(1.0)
	<u>66.5</u>	<u>64.0</u>	<u>(2.5)</u>
Planning & Community Development			
Planning & CD Admin	3.0	3.0	0.0
Planning	2.0	2.0	0.0
CDBG Admin & Housing/Revitalization	4.5	4.5	0.0
Property Maintenance/Demolition	10.5	10.5	0.0
Building Development	8.0	8.0	0.0
	<u>28.0</u>	<u>28.0</u>	<u>0.0</u>
Parks & Recreation			
Parks & Rec Administration	5.0	5.0	0.0
Parks Maintenance	25.0	23.0	(2.0)
Rec Activities & Cultural Facilities	31.4	31.4	0.0
Golf Operations	7.3	7.3	0.0
	<u>68.7</u>	<u>66.7</u>	<u>(2.0)</u>
Public Safety			
Police	185.0	187.0	2.0
Fire	131.0	131.0	0.0
Health	44.5	44.5	0.0
	<u>360.5</u>	<u>362.5</u>	<u>2.0</u>
Public Works			
Public Works Admin/MPO	6.0	5.0	(1.0)
Engineering	10.0	10.0	0.0
Street & Sewer Support Srvcs	16.0	16.0	0.0
Streets Maintenance	60.0	58.0	(2.0)
Aviation	6.0	6.0	0.0
Landfill/Recycling Ops	21.0	22.0	1.0
Water Protection/Sewer Mnt	86.5	86.0	(0.5)
Parking Operations	5.5	5.5	0.0
	<u>211.0</u>	<u>208.5</u>	<u>(2.5)</u>
Total Full Time Equivalents	<u>734.7</u>	<u>729.7</u>	<u>(5.0)</u>

WHERE THE MONEY COMES FROM

(in thousands of dollars)

	FY2018 Actual	FY2019		FY2020		% of change from FY2019 Adopted
		Adopted Budget	Estimated Actual	Budget	% of total	
Revenue						
Property Tax	\$ 16,989	\$ 16,793	\$ 17,798	\$ 17,827	10%	6.16%
Sales Tax	49,165	49,548	49,510	49,906	29%	0.72%
Utility Tax	7,467	7,247	7,172	7,409	4%	2.24%
User Fees & Gaming	42,713	41,405	42,360	43,131	25%	4.17%
Grants	7,922	18,894	18,860	21,694	12%	14.82%
	<u>124,255</u>	<u>133,887</u>	<u>135,700</u>	<u>139,966</u>	<u>80%</u>	<u>4.54 %</u>
Other Revenue						
Licenses & Permits	1,530	1,652	1,591	1,595	1%	(3.46)%
Fines	973	860	598	744	0%	(13.59)%
Interest	1,743	262	2,121	2,103	1%	701.56 %
Bond Proceeds	32,986	21,450	11,361	15,926	9%	(25.75)%
Other	7,886	1,986	5,109	1,950	1%	(1.84)%
	<u>45,118</u>	<u>26,211</u>	<u>20,780</u>	<u>22,317</u>	<u>13%</u>	<u>(14.86)%</u>
Operating Revenue	169,374	160,098	156,480	162,284	93%	1.37 %
Interfund Transfers-In	12,872	12,587	14,946	11,616	7%	(7.72)%
From (to) Fund Balance	-	17,909	23,017	-	0%	(100.00)%
Total Revenue	\$ 182,245	\$ 190,593	\$ 194,443	\$ 173,899	100%	(8.76)%

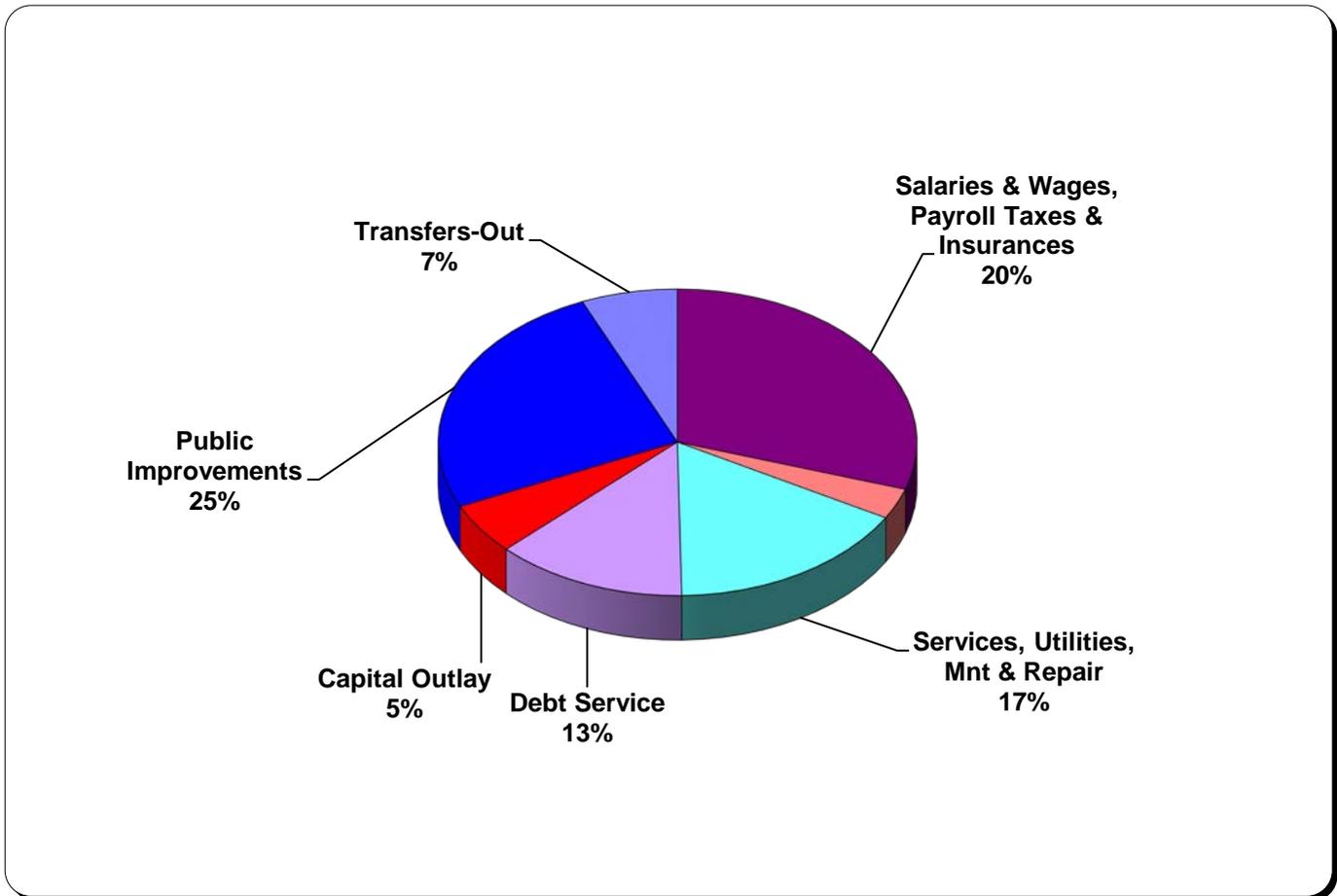


WHERE THE MONEY GOES

by Expenditure Type
(in thousands of dollars)

Expenditure	FY2018 Actual	FY2019		FY2020		% of change from FY2019 Adopted
		Adopted Budget	Estimated Actual	Budget	% of Total	
Salaries & Wages	\$ 33,194	\$ 36,936	\$ 34,868	\$ 34,913	20%	(5%) r
Employee Benefits*	16,563	18,501	18,391	18,561	10%	0%
Materials & Supplies	5,176	6,062	5,601	5,769	3%	(5%) i,
Services & Utilities	31,397	29,867	31,289	29,386	16%	(2%)
Debt Service	20,326	22,357	21,563	23,125	13%	3%
Capital Outlay	7,601	8,734	9,610	9,650	5%	10%
Public Improvements	27,622	49,576	34,449	45,280	25%	(9%)
	141,878	172,033	155,771	166,683	93%	(3%)
Interfund Transfers-Out	12,769	12,587	13,231	11,616	7%	(8%)
Total Expenditures	\$154,647	\$184,620	\$169,002	\$178,299	100%	(3%)

*Payroll Taxes, Pension Costs, Health Insurance



WHERE THE MONEY GOES

Operational Summary

Department	FY2020 Budget	% of Operating Total	% of Total Budget
Public Works	\$ 59,746	50.9%	
Police	19,728	16.8%	
Fire	14,866	12.7%	
Parks & Recreation	7,723	6.6%	
Planning & Community Dvlpmnt	4,297	3.7%	
Administrative Services	3,965	3.4%	
Health	4,440	3.8%	
City Manager	894	0.8%	
Human Resources	472	0.4%	
Legal	758	0.6%	
City Clerk	186	0.2%	
City Council & Mayor	232	0.2%	
Total Major Operating Departments	\$117,307		65.8%

CIP Summary

		% of CIP Total	
Water Protection CIP	\$ 20,601	41.5%	
CIP Sales Tax	8,249	16.6%	
Transit CIP	8,755	17.6%	
Airport CIP	9,842	19.8%	
Museum Tax CIP	254	0.5%	
Museum Tax CIP	75	0.2%	
Landfill CIP	1,839	3.7%	
Golf CIP	16	0.0%	
Total Capital Projects	\$49,630		27.8%

Other Budgeted Programs

		% of Other Programs Total	
Special Allocation (TIF & EDC)	7,938	69.9%	
Non Department & Cell Phone	1,916	16.9%	
Gaming Financed Initiatives	982	8.6%	
Municipal Museums Tax	526	4.6%	
Total Other Programs	\$11,362		6.4%

Total Budget	\$ 178,299
---------------------	------------

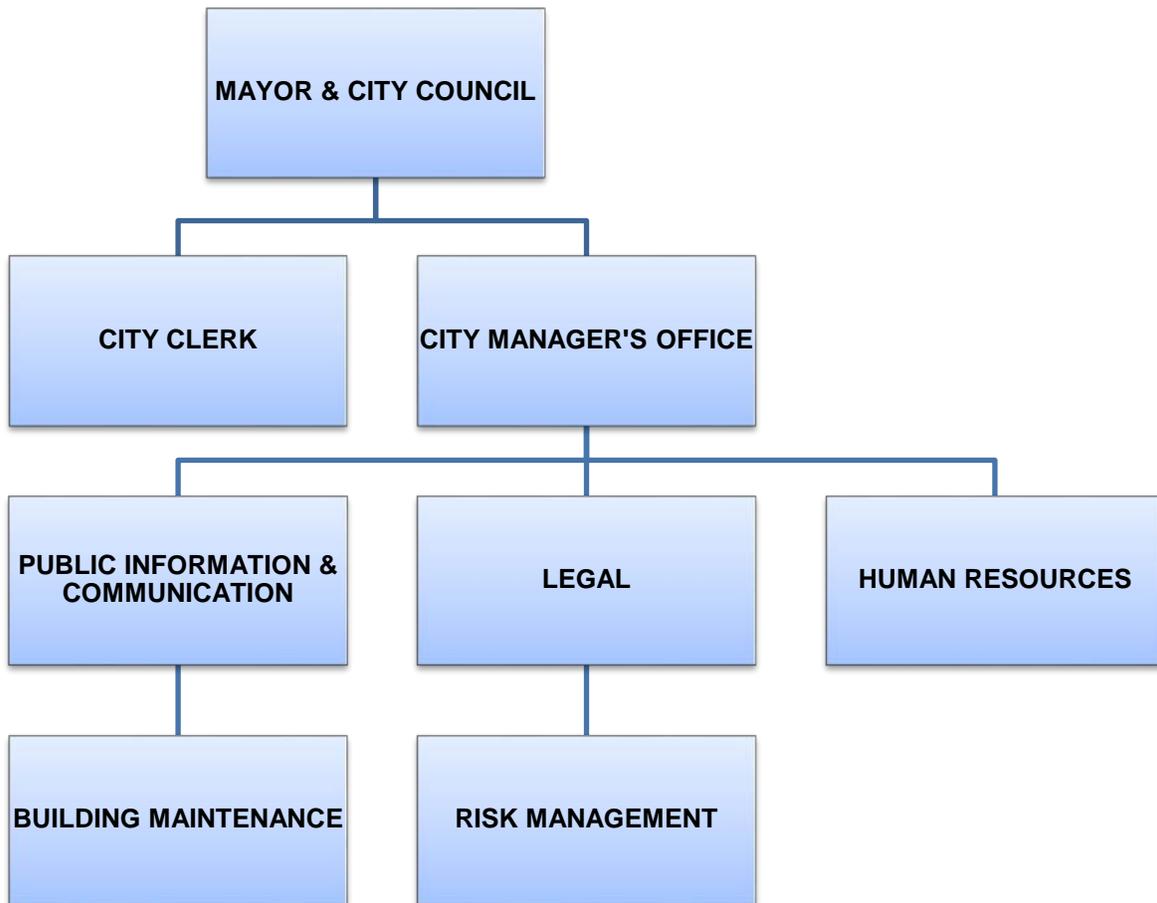


GENERAL GOVERNMENT DEPARTMENTS

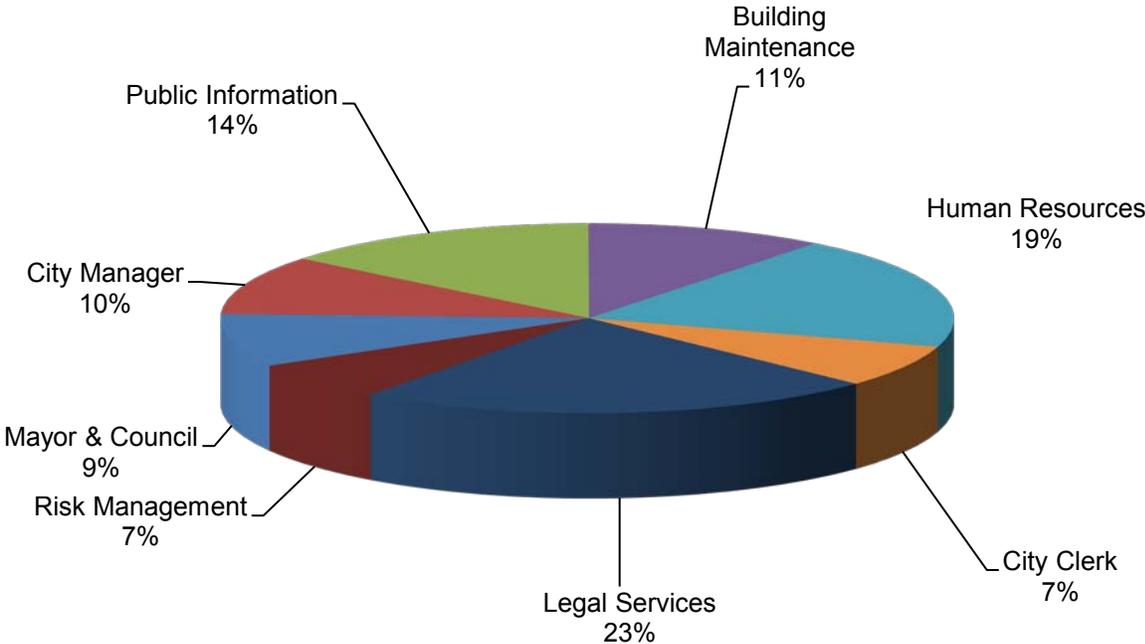
The General Governmental Departments provide the legislative and managerial services for city government.

These operations are funded through the local general sales tax, property taxes and other general fund revenue sources.

TOTAL BUDGETED RESOURCES: \$ 2,541,933



GENERAL GOVERNMENT USES

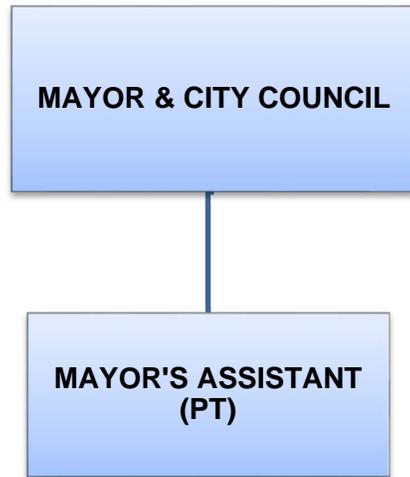


PROGRAM USES

GENERAL GOVERNMENT DEPARTMENTS SUMMARY

ACCOUNT TYPE	2017-18	2018-19		2019-20		
	Actual	Adopted	Estimated	Budget		
		Budget	Actual			
Salaries & Wages	1,243,746	1,428,139	1,398,126	1,367,011		
Payroll Expenses & Benefits	580,234	694,105	631,556	694,975		
Materials & Supplies	31,304	51,365	46,150	18,591		
Utilities & Other Contracted Services	257,203	557,017	466,563	461,357		
Other	68,787	30,000	36,832	0		
	2,181,274	2,760,626	2,579,227	2,541,933		
USES BY PROGRAM DEPARTMENT						
Mayor & City Council		Mayor & Council	199,397	252,894	210,137	232,187
City Clerk		City Clerk	251,006	219,895	227,342	185,892
City Manager's Office		City Manager	297,128	315,130	299,206	258,828
Public Inform & Comm		City Manager	281,629	332,295	340,223	363,882
Building Maintenance		City Manager	0	347,443	275,571	270,848
Human Resources		H Resources	427,895	464,232	435,812	472,047
Legal Services		Legal	573,561	667,337	623,916	588,892
Risk Management		Legal	150,658	161,401	167,021	169,357
			2,181,274	2,760,626	2,579,227	2,541,933
STAFFING SUMMARY						
Mayor & City Council	10.0	10.0	9.5	9.5		
City Clerk	2.5	2.5	2.5	2.5		
City Manager's Office	2.0	2.0	2.0	2.0		
Public Inform & Comm	3.0	3.0	3.0	3.0		
Building Maintenance	0.0	2.5	2.5	2.0		
Human Resources	4.0	5.0	5.0	5.0		
Legal Services	7.0	7.0	7.0	6.0		
Risk Management	2.0	2.0	2.0	2.0		
	30.5	34.0	33.5	32.0		

MAYOR AND CITY COUNCIL



Mayor & City Council

Mission

INVEST in PEOPLE CREATE A BETTER PLACE and GROW PROSPERITY. (Imagine St. Joseph 2040)

Core Services

- Adopt ordinances, resolutions, policies and regulations for the health, safety and welfare of the current and future inhabitants of the City of St. Joseph.
- Establish policies for the effective and efficient delivery of municipal services to the City.
- Establish goals, objectives and performance measures for the City Government and the City Manager.
- Create departments, divisions, bureaus, offices and citizen advisory committees necessary for the efficient and effective operation of the City.
- Exercise legislative oversight over the City Manager, professional staff, consultants, citizen advisory committees and all other employees, volunteers and officers appointed or retained by the City.
- Work with citizen advisory committees established by the City Council to formulate recommendations to the City Council on policies, projects and spending allocations.
- Participate in community strategic and long-range planning.
- Adopt master plans for water, wastewater, storm drainage, parks, municipal facilities to guide the City's future development of critical infrastructure.
- Adopt the annual City budget and approve expenditures of City funds.
- Promote good relations with federal, state, county, and other municipal government agencies. The Mayor and City Council will take an active role in working with appropriate officials on Inter-jurisdictional issues and regional problems affecting the residents of St. Joseph. The Mayor's office is the focal point for citizen assistance.

Current Year Activity/Achievements

- The City Council has held approximately 18 council work sessions, 13 public council meetings and four special meetings since July 1, 2018. Conducted two City Talk meetings with the community.
- Mayor's Children's Christmas Party at Bode Ice Arena in December 2018. Mayor's Christmas tree lighting at Krug Park and Hyde Park in November 2018. Supported the downtown Christmas Lighting.
- Mayor's Thanksgiving Dinner in coordination with Second Harvest fundraiser in November 2018.
- Participated in at least three city parades. Participated in numerous ribbon cuttings.
- A continuing partnership with the 139th Airlift Wing and Rosecrans Memorial Airport, including maintaining the perimeter of the wildlife fence.
- A continuing partnership with community homeless shelters, addiction facilities, and food banks.
- Numerous ordinances and resolutions presented and passed at the council meetings.
- There are over 30 boards and commissions including the Downtown Review Board, Landmark Commission and Social Welfare Board.
- Approximately 30 proclamations prepared and personally presented since July 1, 2018.10. Approximately 9 special recognitions prepared and presented since July 1, 2018.
- Continuing partnership with the community developing a comprehensive plan to be known as Imagine St. Joseph 2040.

Budget Challenges/Planned Initiatives

- Continue economic development and improvement in partnership with Imagine St. Joseph 2040. Maintain adequate staffing levels to continue delivering and enhancing high quality efficient services and infrastructure.

- Continue enhancing community engagement and transparency. Continue ensuring boards and commissions are addressing important community issues and council goals and objectives.
- Maintain a healthy and balanced city budget. Attract, retain, and grow a diverse community workforce.
- Continue implementing high priority drainage projects. Analyze police and fire department staffing and training levels to keep pace with the city's growth, to proactively address community issues and to maintain a safe community.
- Continue working with community partners to understand regional labor needs and identify and promote workforce development and matchmaking programs to fill regional workforce gaps. Expand programs for job creation and employment growth opportunities.
- Continue identifying strategies to encourage investment in downtown and promote local business development. Continue working with community partners to promote diverse entertainment, shopping, and gathering spaces that are attractive to our diverse community.
- Continue promoting an inclusive, open-minded, and progressive community. Continue implementation of responses to property crime through dedicated investigative resources, improved technology, and proactive public communications.
- Continue to initiate and support programs to reduce gun violence and property crimes. Continue to develop enforcement strategies to reduce illegal narcotics, and work with social service organizations to address substance abuse/addiction.
- Continue to partner with residents, neighborhood groups and community organizations to improve police-community relations. Continue supporting community-wide efforts to establish a reentry program for offenders exiting the criminal justice system.
- Continue to collaborate with community and governmental partners to address issues related to poverty, mental health, and homelessness. Continue analyzing current planning and building code approval processes to help decision making be more predictable, more strategic, and timely. Continue researching programs to improve the quality of rental housing.

MAYOR & CITY COUNCIL

Program 8110

Program Description

The Mayor and eight City Council members are the elected representatives of the citizens of St. Joseph and are charged with the formation of public policy to meet the community's needs. They are responsible for appointing the City Manager and the City Clerk.

Staffing Detail

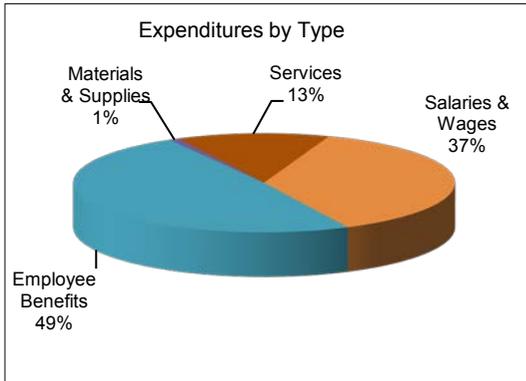
Mayor (Elected, Part Time)

Council Members (Elected, Part Time)

Mayor's Assistant (Part Time)

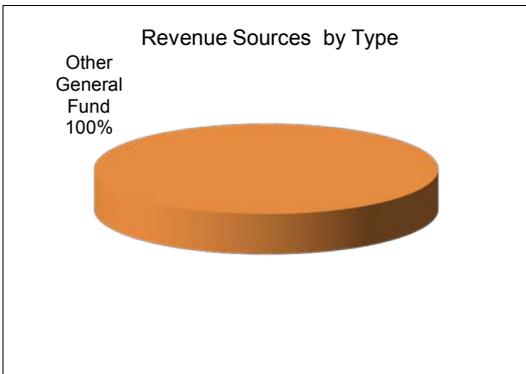
2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
8	8	8	8
1	1	0.5	0.5
10	10	9.5	9.5

Operating Budget Summary



Expenditures:

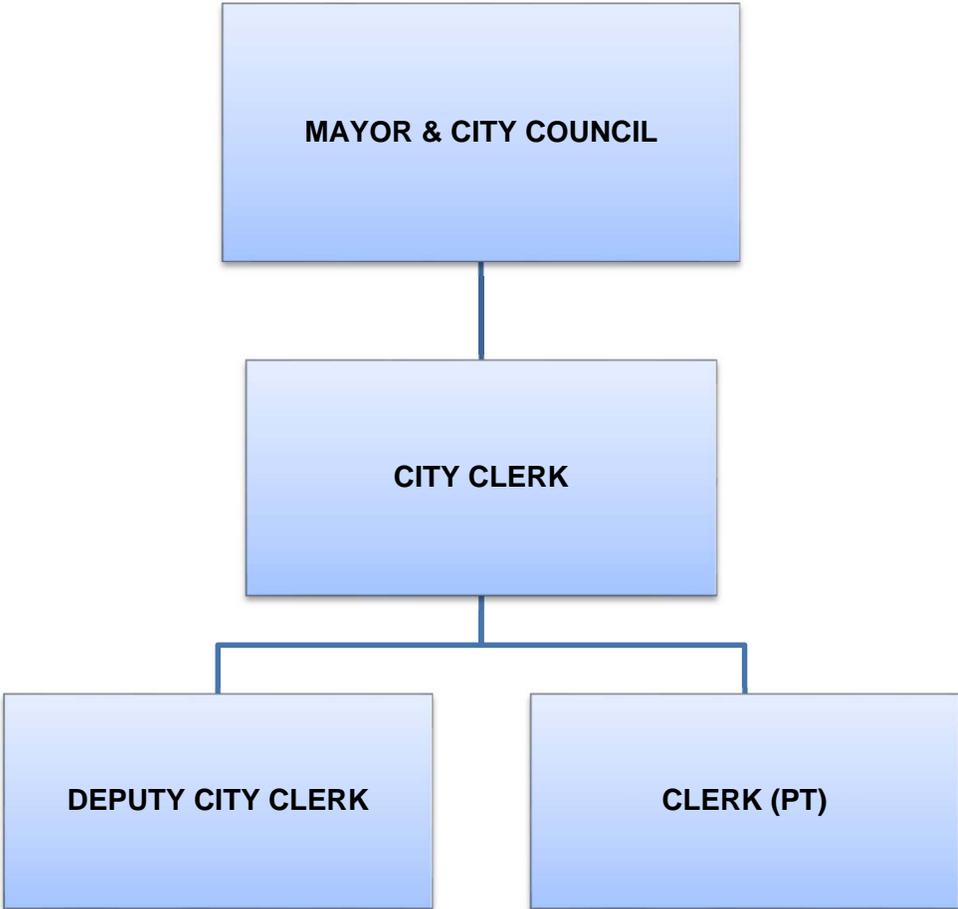
	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	56,437	93,586	76,615	86,394
Employee Benefits	114,204	123,618	101,401	113,672
Materials & Supplies	2,486	2,300	2,300	2,000
Services	26,270	33,390	29,821	30,121
Total	199,397	252,894	210,137	232,187



Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Other General Fund	199,397	252,894	210,137	232,187
Total	199,397	252,894	210,137	232,187

CITY CLERK



City Clerk

Mission

To provide City Council, other city departments and citizens with accurate and timely information.

Core Services

- Preserve the integrity of the City's official records.
- Provide for records disposal to the fullest extent permissible by Missouri law.
- Provide for the cost effective, legal maintenance of permanent records for all City departments.
- Inform citizenry of public hearings pursuant to Missouri law.
- Administer the City Council paperless agenda process and process requests for copies of public documents in a timely manner.
- Prepare appointment letters and certificates of appointments for individuals nominated to serve on boards and commissions; maintain list of boards and commissions.
- Prepare Council meeting and work session minutes in a timely manner and post meeting notices/agendas pursuant to Missouri law.
- Conduct city elections as required by the City Charter.
- Send correspondence to the City Council on a daily basis using the Council's electronic tablets.
- Oversee City Council agenda process which includes creation of bimonthly agendas, coordination of ordinances and resolutions, duplication and distribution of agenda materials to interested parties.

Current Year Activity/Achievements

- Responses to customer and staff requests for information - 850
- Number of ordinances and resolutions processed - 393
- Number of Council meetings and work sessions minutes prepared - 56
- Supplements to the code processed and distributed - 5
- Bills of Sale processed - 73
- Number of board and commission members appointments/resignations processed - 86
- Sunshine Law requests processed - 85

CITY CLERK

Program 8210

Program Description

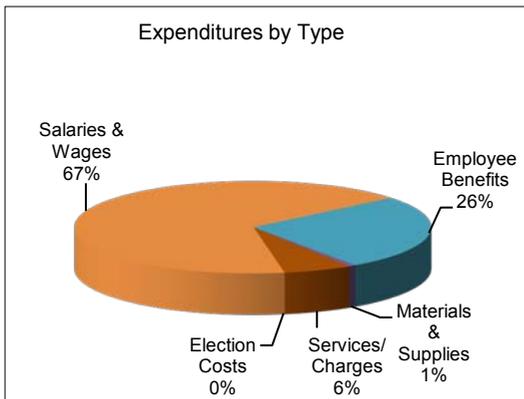
Secretary to the City Council and legal custodian of the City's official records. The Clerk provides City Council, other city departments and citizens with accurate and timely information regarding those records as well as posting all official meeting notices.

Staffing Detail

City Clerk
 Deputy City Clerk
 Clerk (PT)

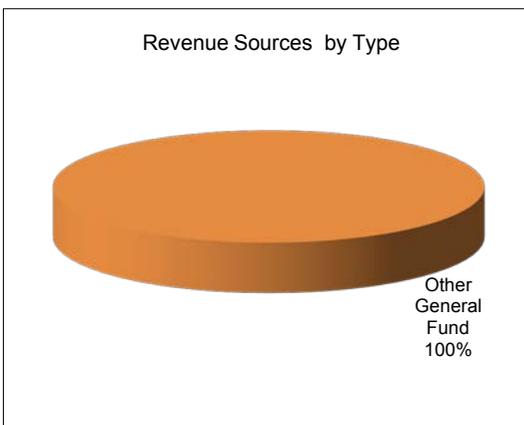
2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0.5	0.5	0.5	0.5
2.5	2.5	2.5	2.5

Operating Budget Summary



Expenditures:

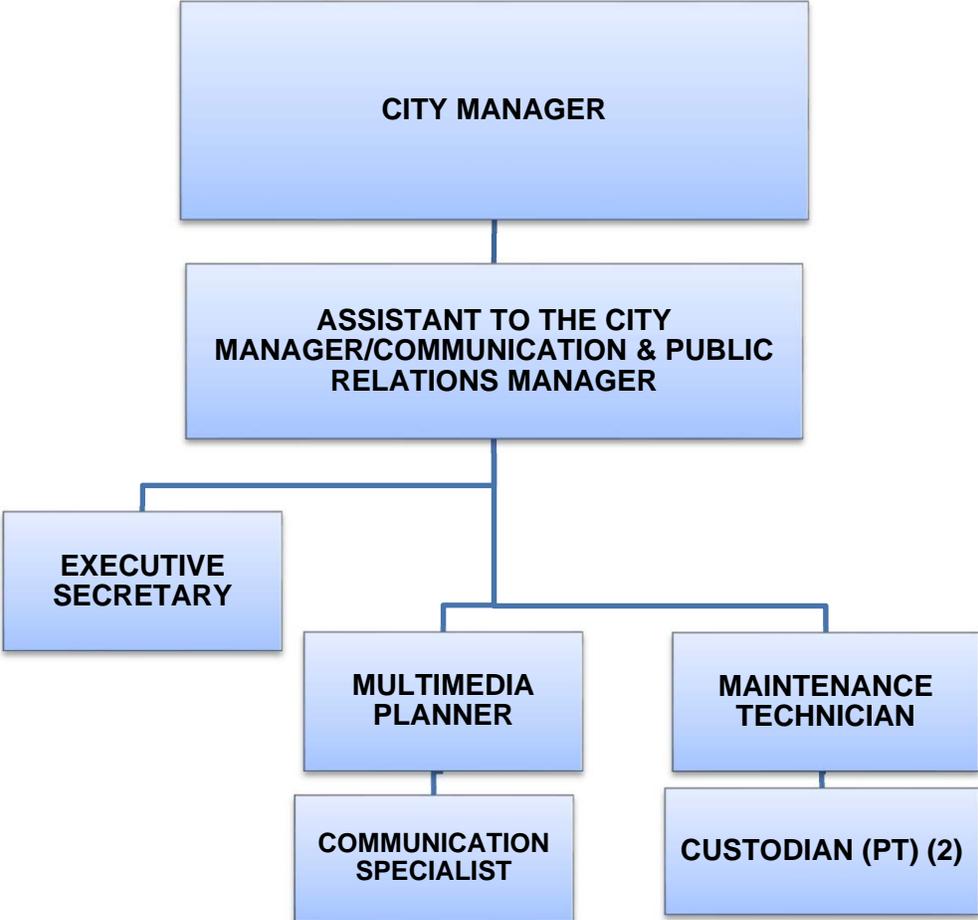
	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	122,764	128,553	129,050	124,110
Employee Benefits	43,841	47,352	47,470	49,052
Materials/Supplies	1,263	1,700	1,000	1,190
Services/Charges	14,351	12,290	12,990	11,540
Election Costs	68,787	30,000	36,832	0
Total	251,006	219,895	227,342	185,892



Revenue Sources:

	2017-18	2018-19	2019-20
	Actual	Budget	Budget
Other General Fund	251,006	219,895	227,342
Total	251,006	219,895	227,342

CITY MANAGER'S OFFICE



City Manager's Office

Mission

To implement the policies established by City Council through the overall management and administration of day-to-day City operations and to deliver efficient and affordable city services.

Core Services

- Implements City Council policies and goals.
- Provides professional leadership and support on organizational issues to all city departments.
- Provide for department needs to accomplish their mission in a safe, efficient and effective manner.
- Act as a communication link between the City Council and staff, as well as creating and maintaining effective relationships between the city and other taxing jurisdictions as well as private organizations.
- Utilize the directors, communications manager and other city staff to provide timely follow-up to City Council inquiries.
- Provide timely responses to citizen inquiries.
- Monitor and respond to proposed bills in the Missouri General Assembly.
- Oversee the financial health of the organization through annual and long-range financial planning.

Current Year Activity/Achievements

- Strategic Planning for City Council.
- Oversaw completion of the 2013-2019 CIP projects.
- Continued development of the riverfront.
- Oversaw the scheduling and implementation of the 2019 CIP 5-year timeline.
- Research the potential implementation of a merit-based performance appraisal system.

Budget Challenges/Planned Initiatives

- Develop and implement Servant Leadership Initiative.
- Continue efforts for Civic Arena/Event Center and related development downtown.
- Continue efforts to incorporate Imagine 2040 and the Community Survey with the goals and mission of City Council.
- Explore opportunities to streamline operations and tighten expenditures while maintaining an expected level of service to our residents.
- Enhance existing programs to further efforts in addressing crime and community appearance.
- Establish a program to better communicate with employees and foster an open dialogue of communications.
- Continue efforts for development of the riverfront.

CITY MANAGER'S OFFICE

Program 8300

Program Description

The City Manager is appointed by and serves at the discretion of the City Council and is the City's chief administrative officer. The City Manager implements the policies established by City Council and administers the day-to-day operations of the City through his actions and those of his directors.

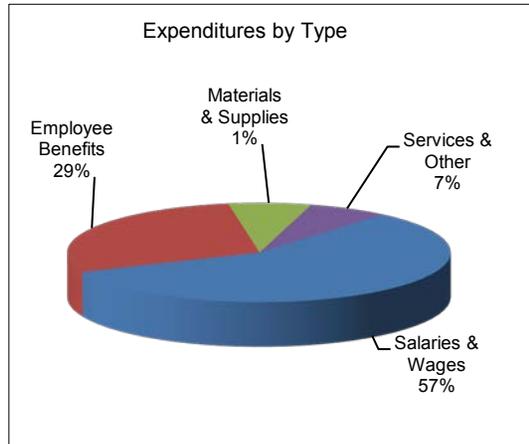
Staffing Detail

City Manager

Executive Administrative Assistant

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary

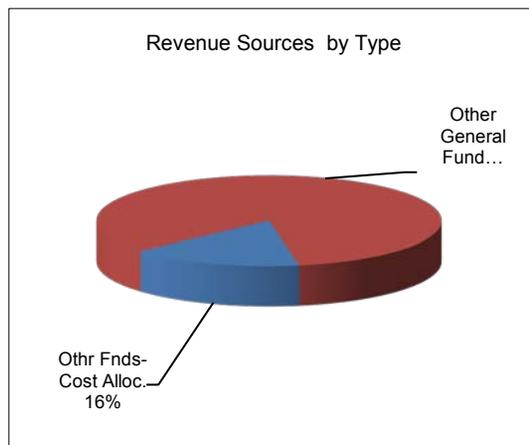


Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	186,841	188,550	189,541	172,740
Employee Benefits	83,582	87,780	85,015	86,671
Materials & Supplies	908	1,450	1,450	-20,933
Services & Other	25,796	37,350	23,200	20,350
Total	297,128	315,130	299,206	258,828

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Othr Fnds-Cost Alloc.	43,186	37,882	37,882	41,687
Other General Fund	253,942	277,248	261,324	217,141
Total	297,128	315,130	299,206	258,828



Public Information and Communications

Mission

To provide effective communications and positive public relations between city government and the community.

To provide effective communications to city employees to ensure quality, responsive customer service.

Core Services

- Communicates public information in an effective, creative manner.
- Markets, advertises, and promotes City services locally and regionally.
- Represents the City on a variety of committees including Council appointed citizens committees and community-wide projects and events.
- Produces and disseminates a variety of newsletters, publications, press releases, and public information for the City.
- Provides writing, design, photography and other graphic services for print, digital, and video communication formats.
- Televises City Council and Planning Commission meetings.
- Manages the City's website.
- Serves as the Public Information Officer during declared emergencies and for other general city contacts with the media.
- Provides special event coordination and promotion.
- Produces programming and manages the City's Government Access Channel 19.

Current Year Activity/Achievements

- Provided staff support to the 2019 CIP campaign which was voter-approved in August by 73%.
- Launched a community brand in conjunction with the Community Alliance partners.
- Redesigned the city's website to make more interactive and in a functional format for mobile devices.
- Redesigned the city's bi-weekly newsletter into a weekly digital e-newsletter.
- Completed the upgrade to the multimedia technology in the Council Chamber.
- Further expanded the utilization of social media as a method of communications.

Budget Challenges/Planned Initiatives

- Maintaining effective communications and developing original programming with limited staffing.
- Create public information campaigns to raise awareness for city services and community priorities.

PUBLIC INFORMATION & COMMUNICATIONS

Program 8320

Program Description

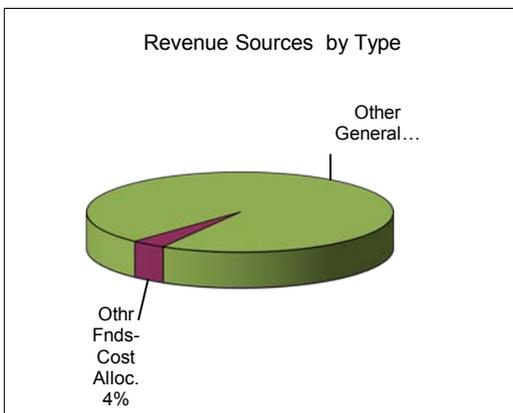
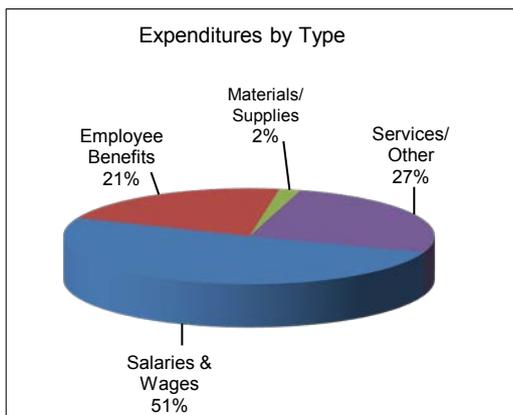
This division oversees communications with customers, both internal and external, manages the City's website, the City's government access channel and social media, and assists departments with the effective use of technology to communicate.

Staffing Detail

Assistant to City Manager/Communications Manager
 MultiMedia Planner
 Communications Specialist

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Operating Budget Summary



Expenditures:

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Salaries & Wages	156,175	166,468	180,512	184,296
Employee Benefits	62,087	70,801	73,134	77,786
Materials/Supplies	8,107	5,100	4,800	6,800
Services/Other	55,259	89,926	81,776	95,000
Total	281,629	332,295	340,223	363,882

Revenue Sources:

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Other Revenue	1,459	8,082	8,082	0
Othr Fnds-Cost Alloc.	8,134	8,928	8,928	13,297
Other General Fund	272,036	323,367	323,213	350,585
Total	281,629	340,377	340,223	363,882

Building Maintenance

Mission

Maintain a clean, safe, comfortable and aesthetically pleasing work environment at City Hall, as well as to provide a maintenance schedule to protect and ensure long-term preservation of the building.

Core Services

- Review existing custodial activities and recommend improvements if appropriate.
- Monitor the building's heating and cooling systems for maximum efficiency.
- Perform custodial and building maintenance responsibilities.
- Complete annual maintenance walk through and perform associated maintenance.

Current Year Activity/Achievements

- Annual inspections for boiler, air conditioning system, and elevator system.
- Cleaned out basement area for more efficient storage.
- Assisted purchasing division with the city's auction.

Budget Challenges/Planned Initiatives

- Create a five-year plan to address long-term maintenance needs at City Hall.

BUILDING MAINTENANCE

Program 8711

Program Description

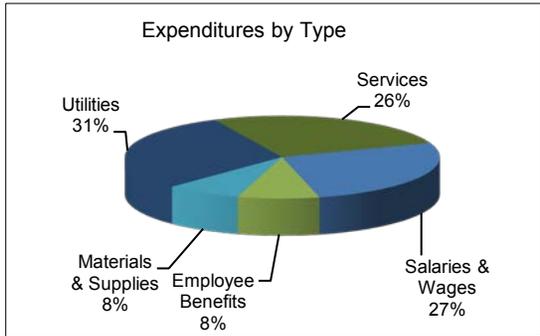
Maintenance staff provide a clean, safe, comfortable and aesthetically pleasing work environment at City Hall.

Staffing Detail

Maintenance Technician
 Custodian
 Custodian (Part Time)

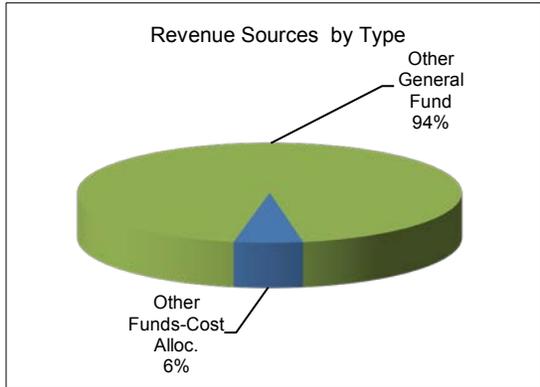
2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	0
0.5	0.5	0.5	1.0
2.5	2.5	2.5	2.0

Operating Budget Summary



Expenditures:

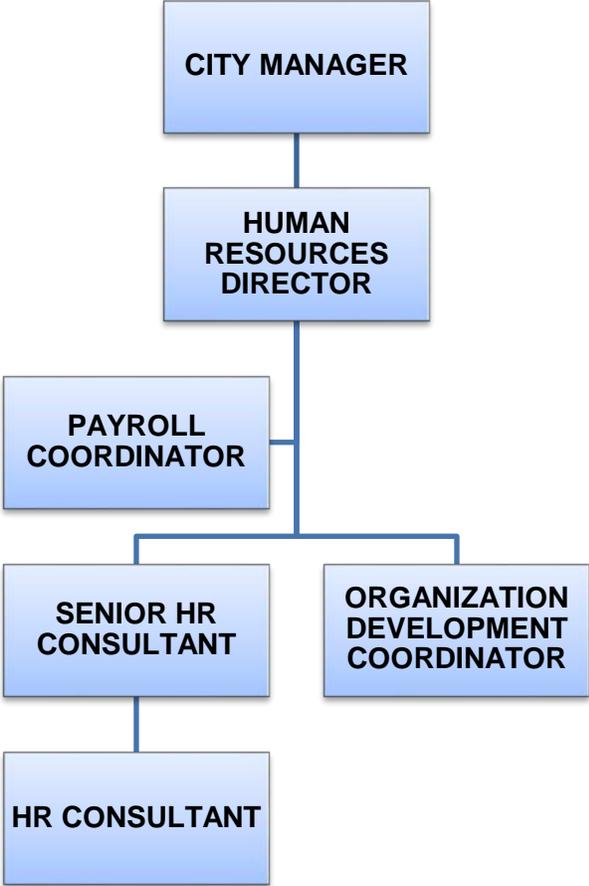
	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	56,479	72,682	68,085	72,397
Employee Benefits	21,372	33,099	26,794	22,639
Materials & Supplies	34,650	26,915	22,565	21,015
Utilities	90,159	83,000	82,205	83,000
Services	77,887	131,747	75,922	71,797
Total	280,547	347,443	275,571	270,848



Revenue Sources:

	2017-18	2018-19	2019-20
	Actual	Budget	Budget
Other Funds-Cost Alloc.	16,142	15,634	15,634
Other General Fund	264,405	331,809	259,937
Total	280,547	347,443	270,848

HUMAN RESOURCES



Human Resources

Mission

The Human Resources Department is committed to providing services that foster a safe, healthy and productive work environment that is characterized by fair treatment of staff, open communications, personal accountability, trust and mutual respect in order to recruit, retain and develop the diverse talent needed to support the organization.

Core Services

- Conduct all position recruitments including advertising, screening and testing.
- Maintain Human Resources Information System.
- Administer an employee benefit package and coordinate employee benefit events.
- Provide New Employee Orientation.
- Maintain city-wide classification system.
- Oversee policy administration, employment & labor laws, HR records and other HR functions.
- Collaborate with Accounting on payroll services.
- Participate on the City's Labor Relations Negotiating Teams.
- Provide direction and assistance to departments on policies, procedures, disciplinary matters, hiring
- Maintain an organization wide training program.

Current Year Activity/Achievements

- Advised and assisted supervisors with disciplinary and other employment & benefit related questions,
- Advised employees and supervisors on policies, procedures, practices, benefits and other employment related matters.
- Administered employee benefits plans: health, dental, life, vision, LTD, supplemental life Cancer, Universal Life, dependent life, three pension plans, FLEX DECAF, EAP, MOST, two 457 deferred comp plans, ROTH
- Performed annual Personnel Manual review and revisions, adopted by Council in September 2016.
- Conducted police entry level written and physical agility tests and fire entry level written tests.
- Conducted police and fire promotional level testing.
- Coordinated health/benefit fair, flu shots and benefit carrier presentations throughout the year.
- Worked with CBIZ to renew health insurance with Blue Cross Blue Shield for coverage effective 7/1/16.
- Coordinated discrimination and harassment training.
- Completed JCPER, GASB 45, IRS Fed 941, Unemployment/Modes and MO Dept of Labor statistical reports.

Budget Challenges/Planned Initiatives

- Explore technology options for electronic benefits enrollment.
- Implement benefit renewals for health, dental, vision, LTD, life and dependent/supplemental life.
- Strive to meet increased regulatory requirements and the ACA.
- Invest in training and development to maintain a productive workforce.

Performance Statistics

- 10 Entry level and promotional tests for police and fire.
- Payroll issued approximately 1,115 W2s this year.
- 88 New full-time hires in-processed and set up
- 64 Other than full-time hires set up.
- 752 Personnel Action Forms handled.
- 19 Retirement Applications facilitated.
- 26 payrolls and 4 Fire Retiree Consultant payments processed.
- 127 FMLA applications processed.

HUMAN RESOURCES

Program 8620

Program Description

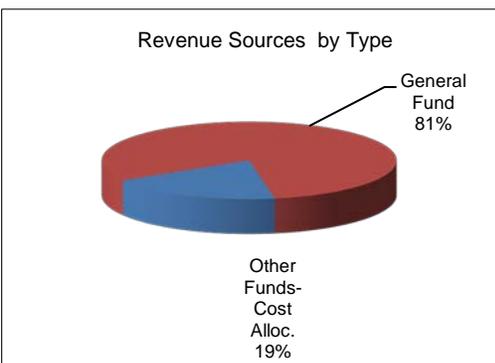
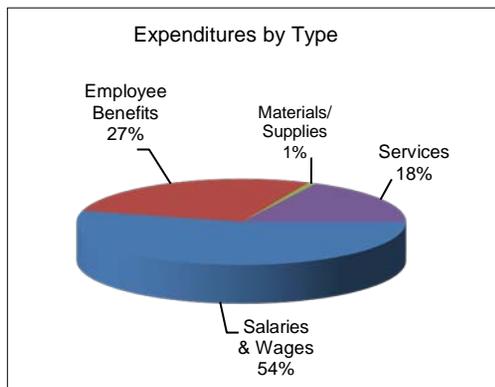
This division assists other City departments in hiring and maintaining qualified individuals through the basic staff services of employee recruitment, in-processing, evaluation, benefits administration, labor relations, examinations, position and pay administration, employee records maintenance, training and development, employee and retiree assistance.

Staffing Detail

Human Resources Director
 Human Resources Manager
 Organization Development Coordinator
 Senior Human Resources Consultant
 Human Resources Consultant
 Payroll Coordinator

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
0	0	1	1
1	1	0	0
1	1	1	1
0	0	1	1
1	2	1	1
1	1	1	1
4	5	5	5

Operating Budget Summary



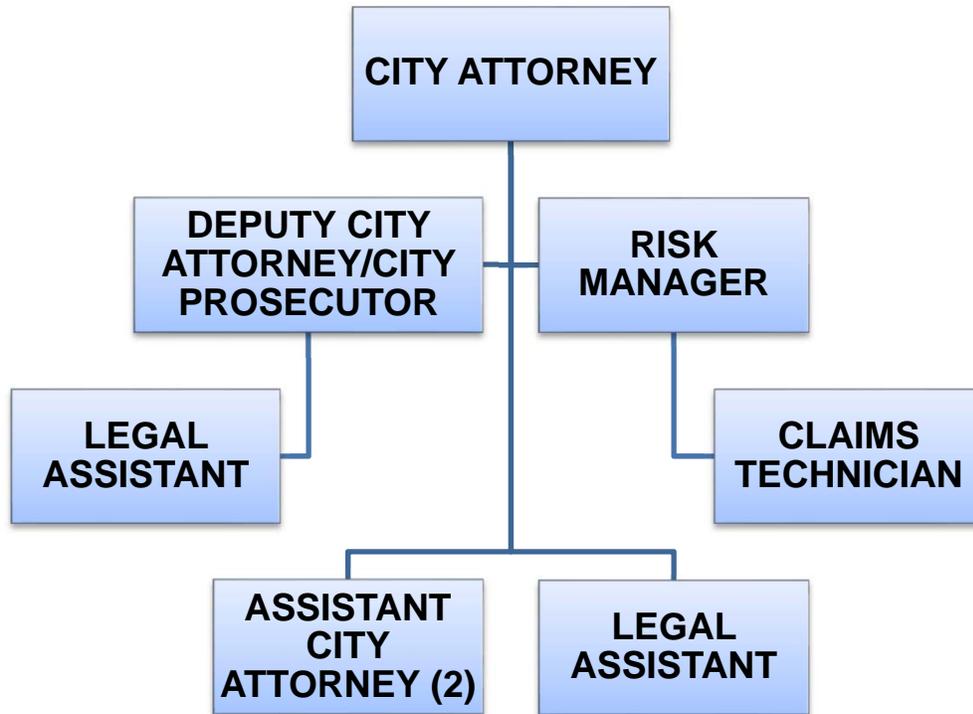
Expenditures:

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Salaries & Wages	247,480	246,392	243,847	255,521
Employee Benefits	97,323	119,175	103,305	129,875
Materials/Supplies	13,185	6,900	5,650	3,732
Services	69,906	91,765	83,010	82,919
Total	427,895	464,232	435,812	472,047

Revenue Sources:

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Other Funds-Cost Alloc.	53,436	59,790	59,790	90,093
General Fund	374,459	404,442	376,022	381,954
Total	427,895	464,232	435,812	472,047

LEGAL SERVICES



Legal Services

Mission

To provide effective and timely legal representation and advice to the City Council and City Administration. The office represents the City in legal controversies and is committed to minimizing negative legal exposure and potential liability.

Core Services

- Represent the City Council, City Administration, operating departments, and specified Boards and Commissions in all matters of law pertaining to their official duties.
- Assist departments in preparation of ordinances, resolutions, contracts, leases, and other documents.
- Assist departments in ensuring compliance with terms and conditions set forth in legal documents.
- Represent the City in litigation and monitor the activities of outside counsel retained to assist with litigation and other complex matters.
- Prosecute Municipal Court violations through the City Prosecutor's Office, which files charges and makes recommendations, as necessary and appropriate under the applicable facts and circumstances.
- Attend regular City Council and various Boards and Commissions meetings, special meetings, and work sessions.
- Maintain up-to-date information on legal issues facing municipalities and ensure that the City is in compliance with newly-enacted State and Federal legislation.
- Assist with developing an official position on proposed legislation and monitor proposed legislation for the purpose of advising City directors on legislation that might affect the City.
- Assist in the evaluation and investigation of employee-related concerns and matters.
- Assist with the annual review and update of the City's Personnel Manual and act as a member of the City's Labor Negotiation Team.

Current Year Activity/Achievements

- Successfully represented the City in litigation and administrative hearings.
- Provided legal guidance to decrease the risk of valid claims and litigation, resulting in minimal active litigation cases. Provided quarterly litigation reports to the City Council and Administration.
- Assisted with various Code of Ordinances' revisions and drafting of new provisions, including various new Property Maintenance initiatives.
- Reviewed and updated numerous contracts for services, purchases, and real property transactions.
- Assisted in negotiations with representatives of labor unions.
- Continued negotiations related to the City's sewer system operations with users and state and federal regulatory agencies.
- Reduced use of outside counsel for common activities.
- Prosecuted municipal ordinance violations in municipal court.
- Coordinated with the City's insurer to settle lawsuits in which the City was involved.
- Monitored new legislation and other changes in the law and reported such changes to other City officials.

Budget Challenges / Planned Initiatives

- Increasing need to significantly rewrite zoning and related codes.
- Rapidly evolving staffing needs related to attorney staff's involvement with other departments and evolving need for administrative staff.
- Inconsistency in level of staffing needed.

Performance Statistics

- Monitor over 50 contracts, leases, and other legal documents.
- Average 40-50 requests for legal assistance weekly; responding, typically within a week of the request, with the goal of responding to all requests within two weeks.
- Manage risk to minimize the number of valid claims brought against the City.
- Monitor evolving state and federal legislation to ensure local compliance.
- Attended most board and commission meetings and assisted with follow-up tasks.
- Evaluated the legal ramifications of alternatives for enhancing property maintenance programs.

LEGAL SERVICES

Program 8390

Program Description

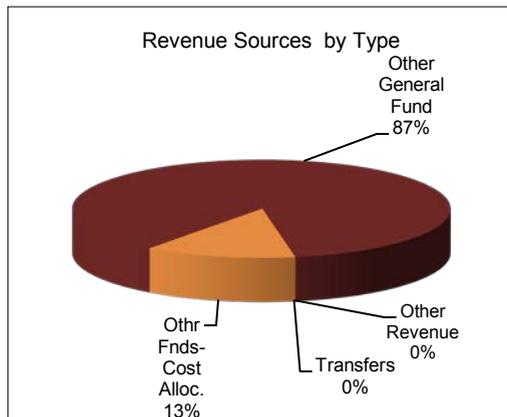
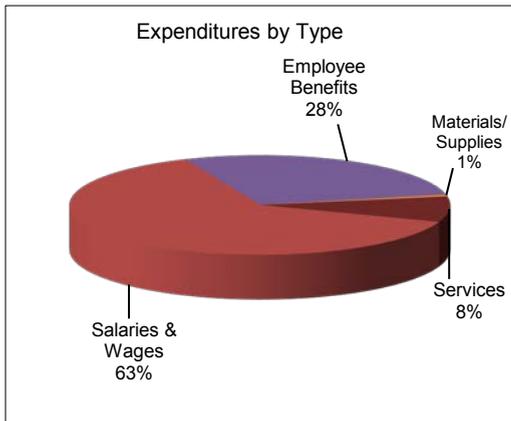
Legal staff conduct litigation involving the City, prepare and enforce City ordinances and resolutions, render legal opinions and advice, and draft City contracts, leases and other legal documents. The City Prosecutor represents the City when individuals are seen in Municipal Court for citations issued by a city department for violations of state or municipal laws and codes.

Staffing Detail

City Attorney
 Deputy City Attorney/City Prosecutor
 Assistant City Attorney
 City Prosecutor
 Legal Assistant
 Legal Secretary

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	2	2	2
1	0	0	0
2	2	2	2
1	1	1	0
7	7	7	6

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	379,671	435,279	409,543	371,076
Employee Benefits	137,321	168,024	149,159	165,489
Materials/Supplies	3,462	4,500	5,680	3,312
Services	53,108	59,534	59,534	49,015
Total	573,561	667,337	623,916	588,892

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenue	181	0	150	0
Transfers	49,738	35,809	35,809	0
Othr Fnds-Cost Alloc.	67,410	68,197	68,197	75,665
Other General Fund	456,233	563,331	519,760	513,227
Total	573,561	667,337	623,916	588,892

Risk Management

Mission

To continually monitor and evaluate City operations in order to manage the associated risks through aggressive management and administration of the City's Property/Casualty Insurance Program, Sewer Backup Reimbursement Program, the Self-Insured Workers' Compensation Program, Drug/Alcohol Testing Program and Safety/Loss Control Programs. Promote the S.E.R.V.E. model.

Core Services

- Manage the City's risk financing methods such as the procurement of insurance policies and self-insurance programs.
- Investigate liability claims asserted by members of the public and initiate appropriate response procedures.
- Manage and administer claims under the City's Sewer Backup Reimbursement Policy/Program.
- Assist the Legal Department with litigation strategies in response to liability causes of action.
- Process insurance or reimbursement claims for damage to City property, whether damage results from an insured cause of loss through City operations or damage caused by members of the public.
- Investigate occurrences and submit State-required reports for all work-related injuries and manage associated workers' compensation claims with assistance from contract third party administrator and legal counsel.
- Manage the City's risk transfer methods related to contract services and special events.
- Administer the City's Drug/Alcohol Testing Program.
- Provide assistance to departments related to safety/loss control policies and initiatives through employee meetings, training programs and resources.

Current Year Activity/Achievements

- Worked with agents and insurance companies to process property/casualty renewals.
- Conducted site visits and interviews for investigation of claims.
- Attended meetings and work sessions to present and discuss matters of insurance and claims.
- Provided annual claim and operational statistics, including financial information to the State and other agencies; as required to maintain self-insurance authority for the Workers' Compensation Program.
- Reviewed contracts and event permits.
- Coordinated activities associated with workers' compensation claims (e.g. processing claim, authorizing medical treatment, referrals, payroll & settlements).
- Submitted property and liability claims and coordinated with claims administrators and all liability insurance carriers on matters related to claims, lawsuits and other actions filed with them.
- Maintained Certificates of Insurance.
- Coordinated drug & alcohol testing and EAP referrals.
- Promoting the S.E.R.V.E. model to put servant leadership into practice every day.

Budget Challenges/Planned Initiatives

- Develop and implement innovative safety communication strategies that include training elements specific to departmental operations and equipment through the use of available technologies.
- Coordinate department applicable RM training opportunities.
- Establishing an effective Safety/Loss Control Program with limited staffing.
- Effective incident investigation with limited staffing.
- Develop more robust Drug & Alcohol program including more safety sensitive positions and testing within budget constraints.
- Bid out Workers' Compensation TPA services.
- Increase Safety Awareness through development of Safety Meetings in all departments.

Performance Statistics

- Responded to 220 liability (including sewer) incidents. (CY18)
- Processed 80 subrogation incidents. (CY18)
- Processed 248 employee injuries. (CY18)

RISK MANAGEMENT

Program 8651

Program Description

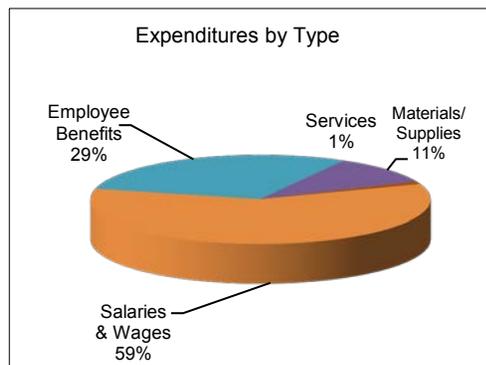
Staff works to reduce the City's exposure to insurance risk (loss) through aggressive management of the City's Property/Casualty Insurance Program, the Self-Insured Workers' Compensation Program, the City's Loss Control Program, and the Drug/Alcohol Testing Program.

Staffing Detail

Risk Manager
 Claims Technician

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary

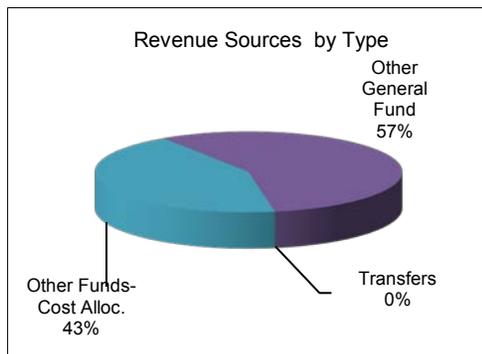


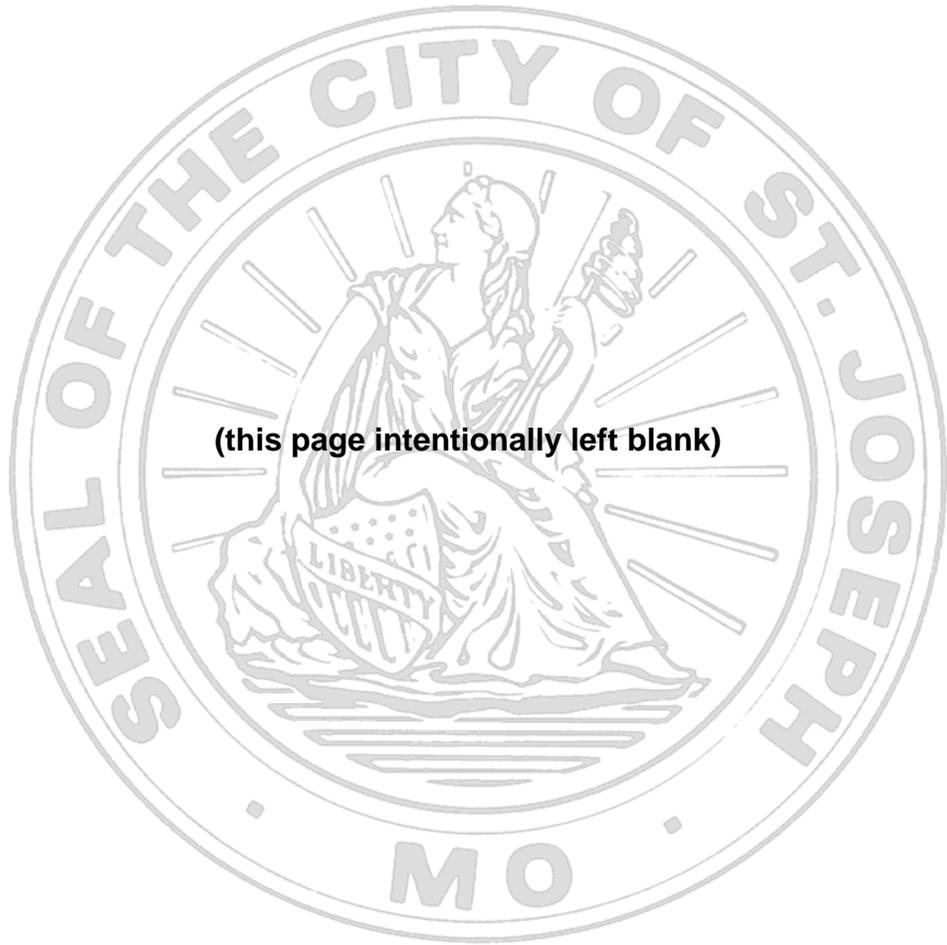
Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	94,377	96,630	100,934	100,476
Employee Benefits	41,876	44,256	45,277	49,791
Materials/Supplies	12,513	18,015	18,105	17,615
Services	1,892	2,500	2,705	1,475
Total	150,658	161,401	167,021	169,357

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Transfers	20,071	20,617	20,617	0
Other Funds-Cost Alloc.	53,436	60,403	60,403	73,568
Other General Fund	77,151	80,381	86,001	95,789
Total	150,658	161,401	167,021	169,357





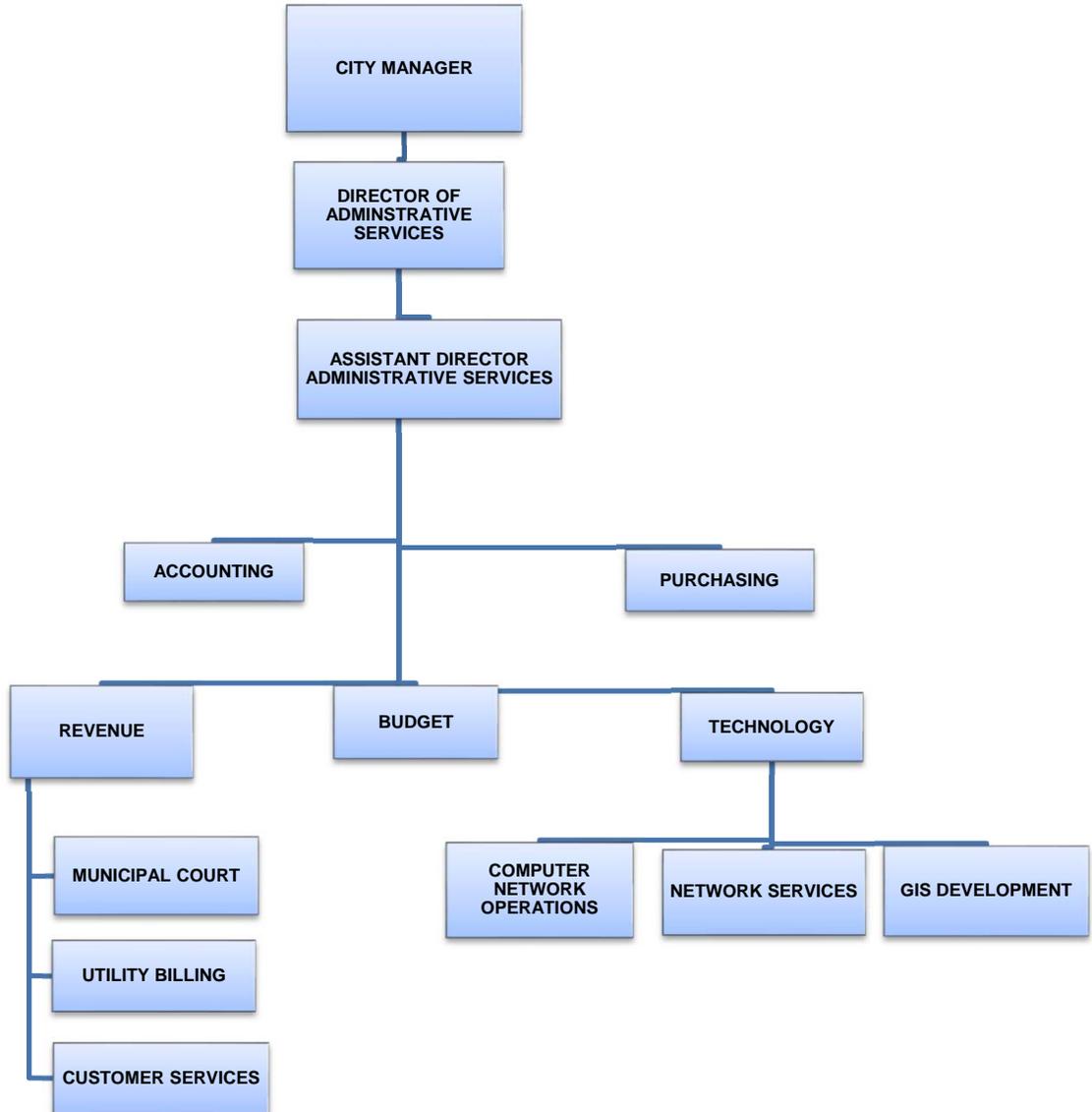
(this page intentionally left blank)

ADMINISTRATIVE SERVICES DEPARTMENT

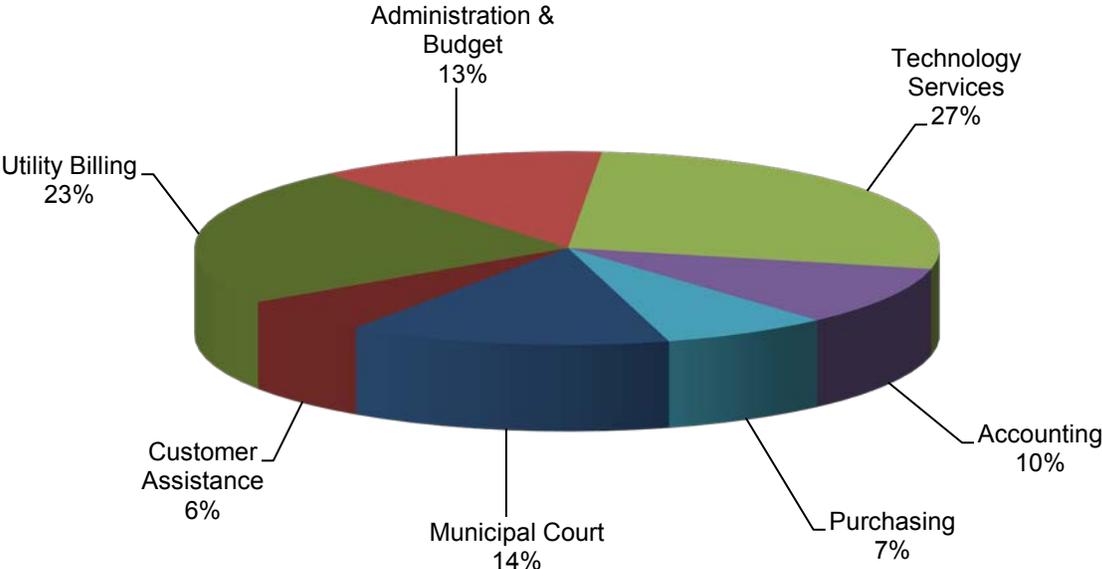
The Administrative Services Department provides staff support to other City services relating to personnel matters, financial services and analysis, technology support. The department also provides customer service in its Customer Assistance, Municipal Court and Utility Billing divisions.

These operations are funded through the local general sales tax, property taxes and other general fund revenue sources. Over 60% of these services are funded through reimbursements from the Enterprise Funds indicating the level of support provided to each and/or from revenues generated by the programs.

TOTAL BUDGETED RESOURCES: \$ 3,965,146



ADMINISTRATIVE SERVICES USES



DEPARTMENT USES

ADMINISTRATIVE SERVICES DEPARTMENTS

ACCOUNT TYPE	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,515,368	1,600,508	1,573,857	1,510,994
Payroll Expenses & Benefits	608,628	674,633	648,684	708,497
Materials & Supplies	189,509	159,750	137,453	147,546
Utilities & Other Contracted Services	1,558,482	1,404,827	1,345,692	1,448,109
Capital Outlay	782,864	106,000	164,554	150,000
	4,654,852	3,945,718	3,870,239	3,965,146
USES BY PROGRAM				
Administration & Budget	436,679	413,677	478,007	498,498
Accounting	470,657	571,613	432,125	392,733
Purchasing	272,289	292,559	283,425	287,741
Customer Assistance	196,135	224,294	229,158	236,931
Utility Billing	969,994	922,298	847,928	924,957
Building Maintenance	280,547	0	0	0
Municipal Court Services	527,360	541,174	552,396	540,288
Designated Court Training	9,668	9,025	9,410	12,400
Network Services	1,116,472	418,361	426,717	431,699
GIS	24,230	30,890	24,690	31,800
Computer Network Operations	350,823	521,828	586,382	608,100
	4,654,852	3,945,718	3,870,239	3,965,146
STAFFING SUMMARY				
Administration & Budget	4.0	4.0	5.0	5.0
Accounting	5.0	5.0	4.0	3.0
Purchasing	4.0	4.0	4.0	4.0
Customer Assistance	3.0	3.0	3.0	3.0
Utility Billing	3.0	3.5	3.5	3.5
Building Maintenance	3.0	0.0	0.0	0.0
Municipal Court Services	7.5	7.5	7.5	7.5
Network Services	5.0	5.0	5.0	5.0
GIS	0.0	0.0	0.0	0.0
Computer Network Operations	0.0	0.0	0.0	0.0
	34.5	32.0	32.0	31.0

Administration & Budget

Mission

To preserve the City's strong financial condition by creating a responsible financial strategy, effectively managing the City's resources. To assist city management in the allocation of public resources to meet the service, program and facilities' needs and expectations of the community, as determined by the Mayor and Council, in accordance with federal/state/local statutes and generally accepted accounting principles. Provide oversight and direction to the Administrative Services Department personnel.

Core Services

- Provide financial policy, cash management, debt management for the City.
- Monitor City's financial condition and provide financial strategies to ensure fiscal solvency.
- Prepare monthly, quarterly and annual financial reports that provide City Council, City staff and the public with the financial information necessary to make informed choices and decisions.
- Provide consistent, cohesive budget planning, implementation, and administration. Oversee preparation of the annual Operating and CIP budgets as well as the Five Year CIP plan.
- Act as part of the City's Labor Relations Negotiating Team.
- Management and control of City revenues and accounts receivable, including the financial requirements related to the City's Special Allocation Fund (TIF, TDD, CID, and EDC programs). Track, review and monitor TIF reimbursable expenses to Developers per Redevelopment Agreements and prepare and file TIF Reports with the Missouri Department of Economic Development.
- Track and review Buchanan County annual tax billing and monthly collection reports and disbursements. Work with the Buchanan County Assessor's office to ensure compliance with Enterprise Zone, Chapter 100, Chapter 353 tax abatements.
- Reporting and monitoring past due accounts and Collection Agency reporting.
- Maintain the data base for the parking ticket program and manage the collection process, including issuance of summons to Municipal Court.
- Monitor daily revenue deposits of departments outside of City Hall. Enter revenues into the general ledger.

Current Year Activity/Achievements

- Prepared annual indirect cost plan.
- Continue improving Annual Budget processes to streamline department submissions.
- Updated City's Investment Policy and Purchasing Policy.
- Updated City's Collection Policy.
- Reporting of collections activity for Special Assessments, Administrative Penalties and Sewer Receivables including monthly listings provided to City's Collection Agency.

Budget Challenges/Planned Initiatives

- Careful monitoring of city revenues & expenditures; preparing for the challenges facing the City from legislative sources and other economic conditions that may arise.
- Continue development of reporting and reconciliation between Springbrook cash receipts/utility billing processes with financial software system - ONEsolution.
- Continue auditing utility billing system by adding accounts to City's GIS to track those areas that appear unserved by City sewer system.

ADMINISTRATION & BUDGET

Program 8310

Program Description

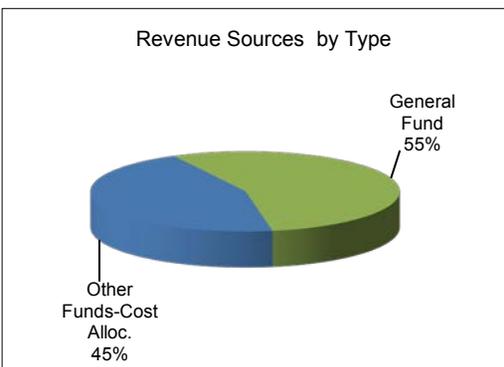
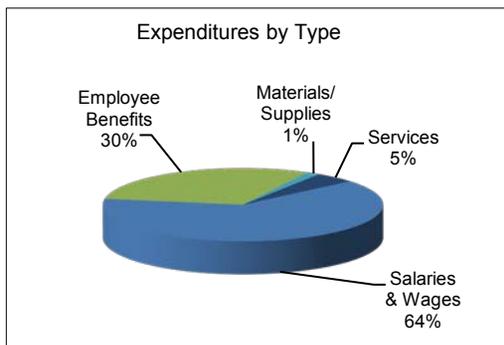
Staff assist city management in the allocation of public resources to meet the service, program and facilities needs and expectations of the community, as determined by the Mayor and Council, in accordance with federal/state/local statutes. Develop information that demonstrates the impact of decisions on the City's financial policies and the City's goal of maintaining a high level of quality services. Prepare the Annual Operating and Capital Budgets as well as the Five Year CIP Plan. Administer all financial aspects of the City's TIF and TDD projects. Provide oversight and direction to the Administrative Services Department personnel.

Staffing Detail

Director of Administrative Services
 Assistant Director of Administrative Services
 Associate Director - Finance & Revenue
 Revenue Analyst
 Revenue Specialist

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
0	0	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	5	5

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	288,154	266,612	331,525	317,702
Employee Benefits	97,797	103,725	118,668	149,844
Materials/Supplies	7,104	6,200	5,700	7,653
Services	43,623	37,140	22,115	23,300
Total	436,679	413,677	478,007	498,498

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Recovery/Reimb	0	0	34,506	0
Other Funds-Cost Alloc.	259,758	219,579	219,579	224,828
General Fund	176,921	194,098	223,922	273,670
Total	436,679	413,677	478,007	498,498

Customer Assistance

Mission

Provide excellent customer service for business license renewals and payments for sewer users, parking tickets, bus passes, and all other services provided by customer assistance clerks for other city departments. Provide a positive attitude to both external and internal customers.

Core Services

- Provide prompt, accurate and courteous customer service.
- Help customers in understanding, completing and processing of sewer user fee, parking tickets and other billings.
- Maintain proper cash handling protocols in order to comply with auditing practices.
- Maintain real estate ownership records provided by the County.
- Support other city departments by collecting sewer utility payments; processing business license renewals and various annual permit renewals; and providing proper information regarding their programs and policies.

Current Year Activities/Achievements

- Continue working with Utility Billing staff to reduce the delinquency rate on sewer utility bills, including termination of water services.
- Accela software upgraded for license and permit activities.

Budget Challenges/Planned Initiatives

- Accela licensing and permit software training for better reporting.
- Increase collection for liens, sewer utility bills and administrative penalties by notices, and finally forwarding to City's contracted collection agency.
- UTILITY BILLING: With the City's re-acquisition of the sewer billing function, the division has seen increased walk-in traffic from individuals paying in person and customers paying bills by phone. Regular part-time person utilized 25-28 hours per week.
- WORK MANAGEMENT SOFTWARE - investigate transition to a paperless, on-line customer service center, allowing customers to apply for permits, garage sale permits, etc. online.

CUSTOMER ASSISTANCE

Program 5420

Program Details

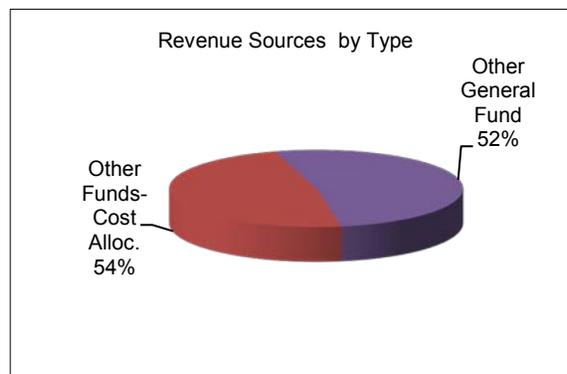
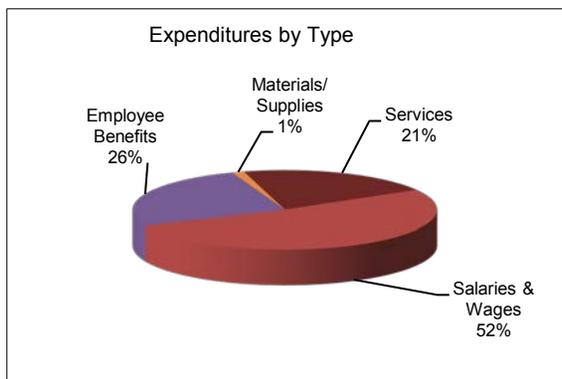
The Customer Assistance staff issues business licenses, liquor license, health permits. They provide cash receipting services and perform collections for special tax billings and sewer utility billings. Staff also issues garage sale permits, bus and parking passes while managing the city's sidewalk grant program.

Staffing Detail

Customer Services Manager
Customer Services Representative

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
2	2	2	2
3	3	3	3

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	106,835	118,383	122,112	122,545
Employee Benefits	40,527	54,150	55,035	61,531
Materials/Supplies	1,523	2,670	2,670	3,070
Services	47,250	49,091	49,341	49,785
Total	196,135	224,294	229,158	236,931

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Other Funds-Cost Allo	108,627	120,117	120,117	114,319
Other General Fund	87,508	104,177	109,041	122,612
Total	196,135	224,294	229,158	236,931

Utility Billing

Mission

Provide accurate and timely utility billing statements. Research requests to correct billing errors. Verification of sewer billing accuracy. Offer prompt and courteous customer service when contacted for information whether by phone, e-mail or in person. Provide timely listing to collection agency for those accounts closed, but with balances due.

Core Services

- This division generates the monthly utility billing statements for the users of the City's sewer system.
- Citizens' contact for issues with sewer billings. Research possible account adjustments.
- Audit daily receipt batch postings for accuracy.
- Reconciles the Sewer billing system with General Ledger and prepares journal entries to account for monthly adjustments to billings.
- Prepare Aging reports on utility accounts receivable and follow collection procedures per City ordinance and State Statutes.
- Provide back-up and assistance to the other divisions as necessary.

Current Year Activities/Achievements

- Collection policy amended and approved by Council in February, 2018. Bid out and awarded collections to Professional Recovery Systems.
- Upgraded Sewer Automated Response System (IVR), Customer Service for direct payments, and to Utility Billing staff to respond to any questions they have.
- Audit of Missouri American weekly data files to GIS and current billed records to ensure all accounts are being billed.

Budget Challenges/Planned Initiatives

- Enhance procedure manual regarding billings, adjustments, collections etc. regarding sewer billing/collection process.
- Further communicate the enhanced Customer Service options for sewer payments via citizen interactive voice response (IVR) system, online payments and contracted outside locations, as well as City staff's availability to answer any questions citizens may have.
- Continue training customer service representatives on acceptance of utility payments and responding to basic utility billing questions.

Performance Statistics

- Average Number of bills generated monthly - FY18 - 26,260; FY17 - 26,284; FY16 - 26,157;
- Average Number of monthly payments from Lockbox - FY18 - 7,650; FY17 - 7,908; FY16 - 9,466
- Average Number of monthly payments from Web - FY18 - 2,346; FY17 - 2,086; FY16 - 1,768
- Average Number of monthly payments from IVR (interactive voice response by phone) - FY18 - 447 FY17 - 382; FY16 - 336
- Average Number of monthly payments from FirsTech (contracted vendor in grocery stores) - FY17- 763; FY16 - 739; FY16 - 924
- Other Payments - FY18 - 13,823; FY17 - 14,218; FY16 - 11,609
- Paperless Bills /Web Billing processed per month - 450.
- Delinquent Notices Per Month - FY18 - 1,231; FY17 - 951; FY16 - 2,054

UTILITY BILLING

Program 8560

Program Details

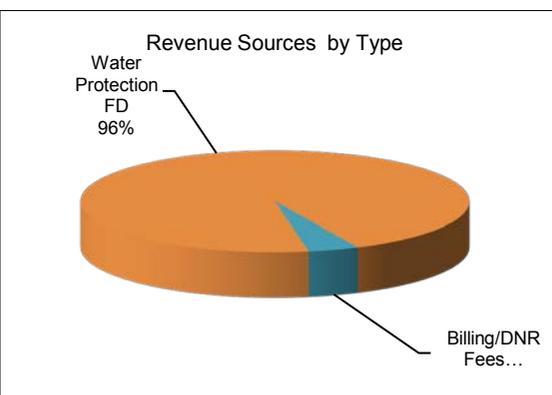
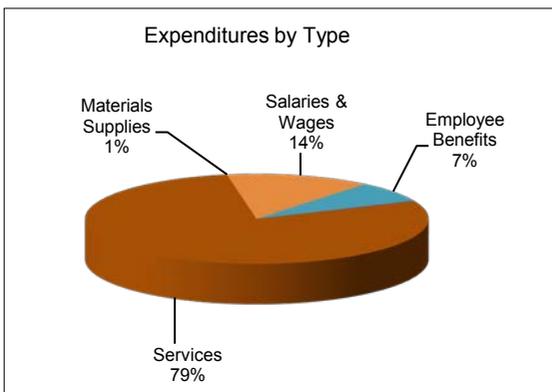
As of October 2012, the City took over billing its sewer customers from the water company. Utility Billing staff strive to provide accurate and timely utility billing statements. Research requests to correct billing errors. Verify sewer billing accuracy. Offer prompt and courteous customer service when contacted for information whether by phone, e-mail or in person.

Staffing Detail

Utility Billing Supervisor
 Billing & Collections Technician
 Utility Billing Technician
 Utility Billing Account Technician (Part Time)

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	0
1	1	1	1
1	1	1	2
0	0.5	0.5	0.5
3	3.5	3.5	3.5

Operating Budget Summary



Expenditures:
 Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Revenue Sources:
 Billing/DNR Fees
 Water Protection FD
Total

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
113,759	137,016	125,872	127,210
50,261	65,940	55,214	68,079
3,532	3,400	1,000	2,500
802,441	715,942	665,842	727,168
969,994	922,298	847,928	924,957
10,195	37,000	10,000	39,000
959,798	885,298	837,928	885,957
969,994	922,298	847,928	924,957

Municipal Court Services

Mission

Provide Municipal Court services in a manner that complies with City codes and the Office of State Courts Administrator (OSCA).

Core Services

- Management, collection and control of Municipal Court revenues and accounts receivables - general financial oversight of Municipal Court.
- Prepare warrants, failure-to-appear notices and subpoenas.
- Provide Municipal Court Judge and substitute judges with training necessary for Certification and Provide staff training necessary for obtaining and continuing education required for certification from Missouri Association for Court Administration (MACA).
- Transmit monthly reports to the City Clerk, Buchanan County Circuit Court and Missouri Department of Revenue.
- Enforce administrative policies and procedures as directed by Municipal Court Judge with regard to the judiciary functions of the Municipal Court.
- Comply with judicial orders and/or judicial directives given by the Municipal Court Judge.
- Oversee all internal financial controls and audit functions associated with Municipal Court.
- Coordinate case filings, updates, and dispositions with the City Prosecutor and warrant issuance and update warrant status with the SJPD.
- Provide Court docket for arraignments and trials; schedule specific weekly arraignments and trials for specialized hearings, i.e. Code Compliance, Animal Control, and Spanish-speaking (or other individuals needing a translator).

Current Year Activity/Achievements

- Paperless initiated for entry of appearances, discoveries, work orders, community service, defendant identifications and class completions.
- Warrant and docket information available on City's website July 1, 2017.
- Cross-training of staff to allow for staff absences.

Budget Challenges/Planned Initiatives

- State mandate to mail out letters to those who fail to appear for initial arraignment. This is unplanned hit to postage budget.
- Research and implement solution for storage of citation data as required by State Statute.
- Court interface between St. Joseph Police Department and Municipal Court for citation download under review. Software vendor change has delayed project slightly.
- Continue migration to "paperlight court" process with the hardware & software provided for in the FY16 budget.
- State Legislation continues to limit Court fees and fines.
- Court upgrade to INCODE software scheduled May 8, 2019.

Performance Statistics

- Citations Filed : FY2018 - 12,903; FY2017 - 16,246; FY2016 - 18,623; FY2015 - 17,938
- Completed Cases: FY2018 - 14,522; FY2017 - 18,045; FY2016 - 19,039; FY2015 - 17,969
- Warrants Issued : FY2018 - 4,549; FY2017- 3,496; FY2016 - 4,915; FY2015 - 5,360
- Warrants Served/Cleared : FY2018 - 4,880; FY2017 - 3,487; FY2016 - 5,132; FY2015 - 5,459

MUNICIPAL COURT

Program 2710

Program Descriptions

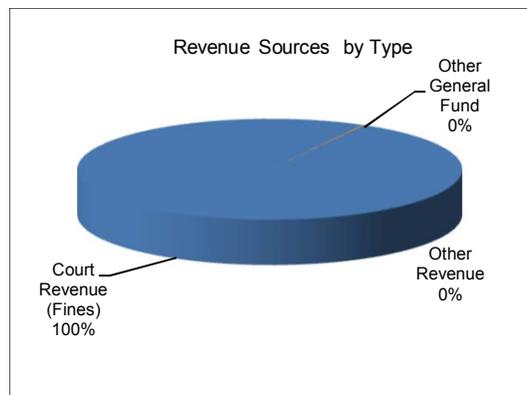
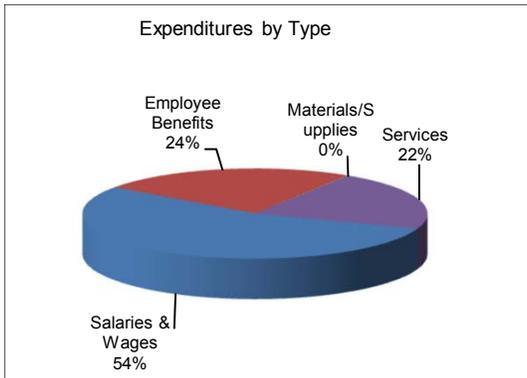
Municipal Court upholds municipal codes and ordinances by processing and rendering decisions on the cases filed by the City's Prosecuting Attorney. Court support staff, under the direction of the Administrative Services Department, also collect the fines levied by the court, prepare warrants and failure-to-appear notices, schedule bond forfeiture hearings, and transmit monthly reports to the City Clerk, County Circuit Court and State Department of Revenue.

Staffing Detail

Municipal Court Judge (elected)
 Municipal Court Administrator
 Senior Court Svcs Representative
 Court Services Representative
 PT Court Services Representative
 Substitute Judges (PT) less than 100 hours per year

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
2	2	2	2
0.5	0.5	0.5	0.5
2	2	2	2
7.5	7.5	7.5	7.5

Operating Budget Summary



	2017-18	2018-19		2019-20
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	294,423	305,154	308,677	293,343
Employee Benefits	120,277	116,695	125,606	130,467
Materials/Supplies	2,524	6,005	4,023	423
Services	110,135	113,320	114,090	116,055
Total	527,360	541,174	552,396	540,288
Revenue Sources:				
Court Revenue (Fines)	489,120	580,300	498,300	540,300
Interest	385	225	417	225
Other Revenue	580	1,000	1,000	1,000
Other General Fund	37,274	(40,351)	52,680	(1,237)
Total	527,360	541,174	552,396	540,288

RESTRICTED FINANCIAL SERVICES

Program 8580

Program Description

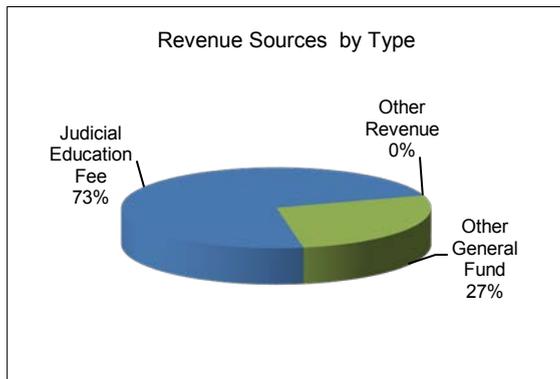
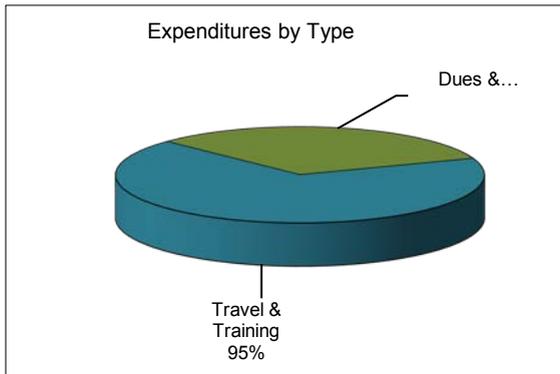
This program accounts for the revenues and expenditures in the Administrative Services Department from the Judicial Education revenues. This is training funded over and above what might be paid from General Fund revenues. Since there is a per person cap annually on the amount of money that can be reserved for staff training and appointed Counsel, the revenues and expenditures are being tracked in this program.

Staffing Detail

N/A

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

Travel & Training
Dues & Prof Services

Total

Revenue Sources:

Judicial Education Fee
Other Revenue
Other General Fund

Total

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
8,390	7,600	6,920	8,400
1,278	1,425	2,490	4,000
9,668	9,025	9,410	12,400
7,738	9,025	9,025	9,025
0	0	0	0
1,930	0	385	3,375
9,668	9,025	9,410	12,400

Accounting

Mission

Promote confidence in the City's financial operations by providing management with timely, accurate and meaningful financial information and by continuing to achieve an unqualified (clean) audit opinion on the City's Annual Financial Report (CAFR).

Core Services

- Provide investment and cash management, accounting services.
- Monitor internal controls, debt compliance, and grant reconciliation.
- Conform, comply and implement the City's financial reporting to GAAP standards and statements.
- Provide departments with accurate and timely monthly financial reports/updates.
- Review policies and procedures and update (or develop) as necessary.

Current Year Activity/Achievements

- Received an unqualified (clean) audit opinion on the City's CAFR and received the GFOA distinguished CAFR Reporting award for the 28th consecutive year.
- Reconciled 31 funds including the General fund, nine (9) special revenue funds, 1 capital project fund, six (6) enterprise funds, two (2) internal service funds, ten (10) agency funds, and two (2) account group funds.
- Continuing updating and adding OneSolution Accounting Software modules.
- Working with COGNOS to launch City's cloud-based platform for a more open, effective & accountable government to access transparent & timely spending information.

Budget Challenges/Planned Initiatives

- Stay current with OneSolution Accounting Software upgrade and fixes.
- Continue to streamline processes and procedures to improve efficiency.
- GASB issued Statement No. 83 (Certain Asset Retirement Obligations).
- GASB issued Statement No. 84 (Fiduciary Activities).
- GASB issued Statement No. 87 (Leases).
- GASB issued Statement No. 88 (Certain Disclosures Related to Debt).
- GASB issued Statement No. 90 (Majority Equity Interests-Competent Units).

Performance Statistics

- Police pension investment portfolio monitored: \$41,428,886
- # of Federal grants reconciled: 56
- \$ of Federal grants reconciled: \$38,807,647
- City's investment portfolio diversified: \$86,585,626
- Number of capital assets inventoried: 2,104
- Maintained debt compliance for total debt service of: \$278,639,004

ACCOUNTING

Program 8540

Program Description

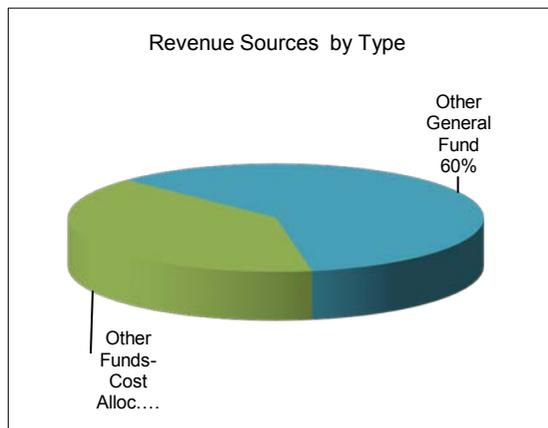
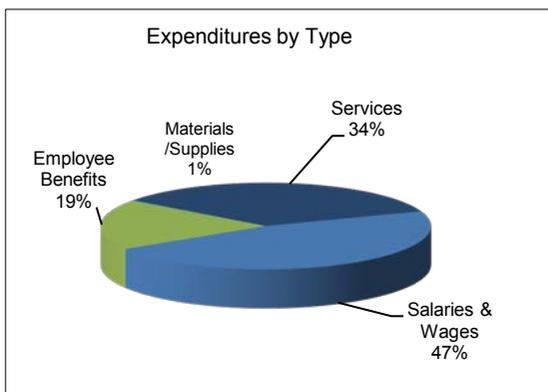
The Accounting staff provides management with timely, accurate and meaningful financial information. They continue to achieve an unqualified (clean) audit opinion on the City's Annual Financial Report (CAFR).

Staffing Detail

Assistant Director Administrative Services
 Accountant
 Budget & Financial Analyst

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
1	1	0	0
3	3	3	2
1	1	1	1
5	5	4	3

Operating Budget Summary



Expenditures:

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Salaries & Wages	247,005	312,498	216,191	183,355
Employee Benefits	94,781	120,110	86,479	73,672
Materials/Supplies	1,466	5,500	3,500	1,000
Services	127,405	133,505	125,955	134,705
Total	470,657	571,613	432,125	392,733

Revenue Sources:

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Other Funds-Cost Alloc...	134,699	151,584	151,584	157,565
Other General Fund	335,958	420,029	280,541	235,168
Total	470,657	571,613	432,125	392,733

Purchasing

Mission

Promote public confidence in municipal government procurement through compliance with established federal, state and local procurement statutes; by communicating effectively with City staff and outside vendors; and by providing staff with the training and tools necessary to execute the procurement function at the highest professional level.

Core Services

- Provide accounts payable, purchasing and receiving services.
- Communicate effectively with City staff and outside vendors to ensure compliance with established federal, state and local procurement statutes.
- Provide multiple channel through which bid openings and requests for proposals can be accessed by vendors, including on-line bid opportunities and vendor listings.
- Maximize efficiencies and cost savings in the procurement of materials & supplies.
- Reduce the City's exposure to financial risk (loss of grant funding) by ensuring construction contractors comply with state and federal prevailing wage laws.
- Increase public confidence in municipal government procurement on the part of the general citizenry through adherence to the adopted Purchasing Policy.

Current Year Activity/Achievements

- Current bid opportunities and bid results are now being posted on the City website making it easier for vendors to download specifications which aren't construction related.
- Streamline the database to eliminate inactive vendors as well as accommodate types of commodities or services provided.

Budget Challenges/Planned Initiatives

- Continue to identify vendors who accept the AP card for payment of invoices.
- Obtain ability to track companies or individuals who are picking up bids from the City website.
- Continue to research on-line bidding process in order to transition the City's bidding process in the future.

Performance Statistics

- Number of bids and contract awards processed 117
- Bids and contracts processed within three (3) working days Yes
- Number of "front end" documents developed for capital projects 19
- Number of accounts payable transactions processed 63,407
- Amount of revenue generated by use of City procurement card for large vendor invoice payments \$104,810.72
- Number of federal & state prevailing wage payroll audits/on-site visits at on-going projects 10

PURCHASING

Program 8600

Program Description

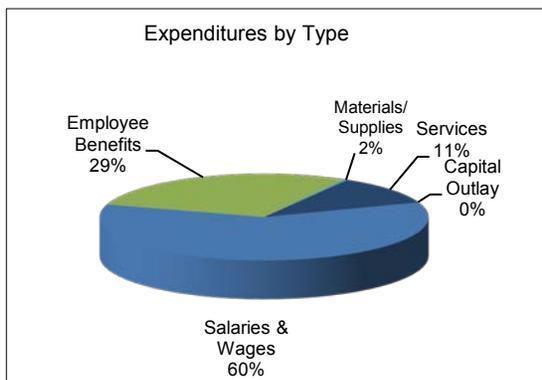
This division helps ensure public confidence in municipal government procurement through compliance with established federal, state and local procurement statutes; by communicating effectively with City staff and outside vendors; and by providing staff with the training and tools necessary to execute the procurement function at the highest professional level.

Staffing Detail

Purchasing Agent
 Compliance Technician
 Account Technician

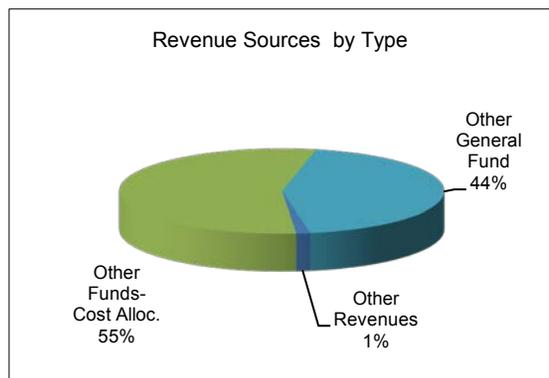
2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2
4	4	4	4

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	168,744	173,350	174,131	173,341
Employee Benefits	73,264	77,853	76,538	82,055
Materials/Supplies	4,037	4,900	2,500	900
Services	26,244	30,456	30,256	31,446
Capital Outlay	0	6,000	0	0
Total	272,289	292,559	283,425	287,741



Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Nonrefundable Dep	5,685	4,000	4,000	4,000
Other Funds-Cost Allo	110,896	151,584	151,584	157,565
Other General Fund	155,708	136,975	127,841	126,176
Total	272,289	292,559	283,425	287,741

Technology Services

Mission

Promote ready access to municipal government information through appropriate day-to-day maintenance of the City's PC-based computer network, by assisting other city departments with the development, implementation and use of various computer software systems at a minimum cost.

Core Services

- Provide data/voice/video services to over 600 staff at 30 locations.
- Maintain minimum standards for desktop hardware and a standardized software environment.
- Maintain the City's website (hosted by CivicPlus), as well as maintain sites for CIP, Parks, Transit, and GIS.
- Plan, manage, and maintain the production environment to maintain and enhance security, reliability, availability and performance.
- Provide "on demand" service and support for system and security administration; problem resolution or coordination; research into possible software/hardware acquisitions; and information requests regarding the same.
- Provide timely assistance and/or information in response to requests.
- Meet the requirements of replacing/upgrading PCs, printers, services and other equipment as needed through a funding mechanism based on a per PC charge.
- Maintain GIS data for access by City employees.

Current Year Activity/Achievements

- Upgraded Accela Automation for all modules. Continue to customize and create reports.
- Server consolidation and virtualization.
- Implemented Executime payroll software.
- Implemented Projectmates software for tracking projects.
- Implemented a desktop backup solution.
- Implemented Office 365.
- Continue upgrade of network switches to be completed in early 2019.
- In process of implementing Cartegraph asset management software.
- In process of implementing Tolemi Building Blocks software. Map-based application that connects data from several different sources.

Budget Challenges/Planned Initiatives

- Continue to utilize automated management tools to stretch limited resources.
- Upgrade our SAN, which hosts most all of our data and virtual machines.
- Upgrading Accela Civic Platform in 2019 to latest version and implement scripting and ACA.
- Explore ways to reduce costs and do more with less.
- Find some parking software to replace the parking database in Accela.

Performance Statistics

- Maintain a data network consisting of more than 450 desktop and laptop computers accessing a full suite of general purpose software tools, as well as over 15 business applications and services.
- More than 600 users are spread out over 30 locations.
- Over 150 mobile smartphone and tablet users plus personal devices.
- More than 10TB of data to manage.
- Maintain over 400 Avaya phones on the network.

NETWORK SERVICES

Program 8570

Program Description

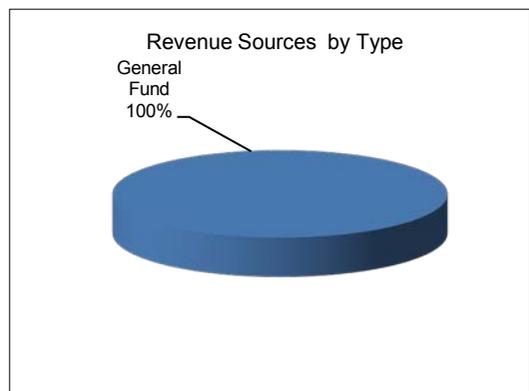
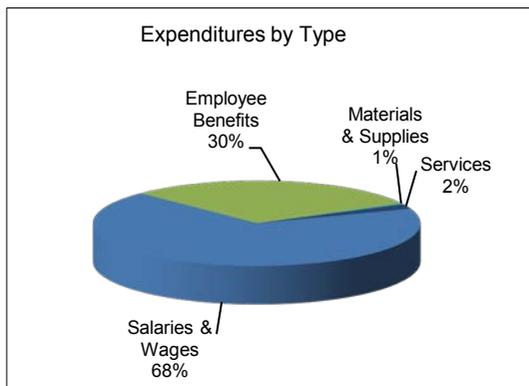
The division promotes ready access to municipal government information through appropriate day-to-day maintenance of the City's computer network, by assisting other city departments with the development, implementation and use of various computer software systems and other technologies.

Staffing Detail

Assoc Director - Technology Services
 Network Administrator
 System Support Specialist
 Computer Support Specialist
 Software Support Specialist

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
5	5	5	5

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Total

Revenue Sources:

General Fund

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
239,969	287,496	295,349	293,499
101,958	122,360	124,224	128,250
398	1,075	1,075	2,000
8,498	7,430	6,070	7,950
350,823	418,361	426,717	431,699
350,823	418,361	426,717	431,699
350,823	418,361	426,717	431,699

NETWORK OPERATIONS

Program 8590

Program Description

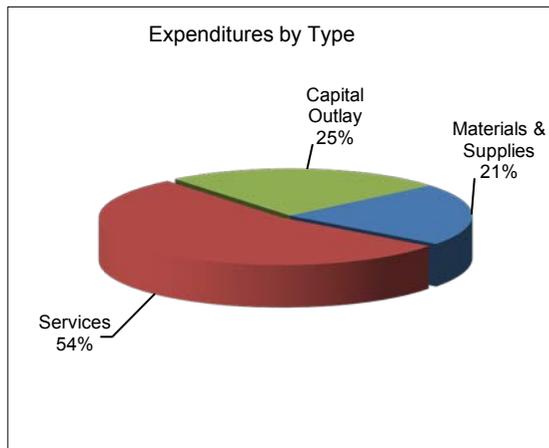
This program provides for the City's future technology needs through timely replacement or upgrades of computer network hardware and software and through implementation of new advances in technologies when appropriate.

Staffing Detail

N/A

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



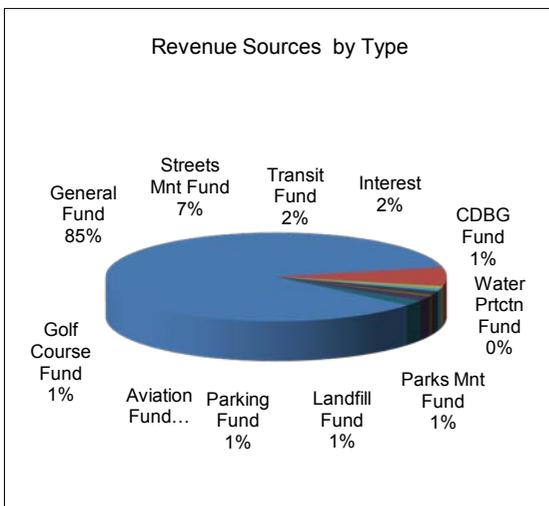
Expenditures:

Materials & Supplies	134,275	130,000	116,985	130,000
Services	199,333	291,828	304,843	328,100
Capital Outlay	782,864	100,000	164,554	150,000
Total	1,116,472	521,828	586,382	608,100

Revenue Sources:

General Fund	1,001,136	411,828	507,563	518,100
Streets Mnt Fund	32,000	32,000	32,000	42,000
CDBG Fund	6,000	6,000	6,000	6,000
Parks Mnt Fund	2,000	2,000	2,000	1,000
Aviation Fund	4,000	4,000	4,000	4,000
Water Prctn Fund	34,000	36,000	0	0
Landfill Fund	6,000	6,000	6,000	7,000
Parking Fund	1,000	1,000	1,000	3,000
Golf Course Fund	3,000	3,000	3,000	4,000
Transit Fund	12,000	12,000	12,000	10,000
Interest	15,335	8,000	12,819	13,000
Total	1,116,472	521,828	586,382	608,100

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
134,275	130,000	116,985	130,000
199,333	291,828	304,843	328,100
782,864	100,000	164,554	150,000
1,116,472	521,828	586,382	608,100
1,001,136	411,828	507,563	518,100
32,000	32,000	32,000	42,000
6,000	6,000	6,000	6,000
2,000	2,000	2,000	1,000
4,000	4,000	4,000	4,000
34,000	36,000	0	0
6,000	6,000	6,000	7,000
1,000	1,000	1,000	3,000
3,000	3,000	3,000	4,000
12,000	12,000	12,000	10,000
15,335	8,000	12,819	13,000
1,116,472	521,828	586,382	608,100



GIS DEVELOPMENT

Program 8595

Program Description

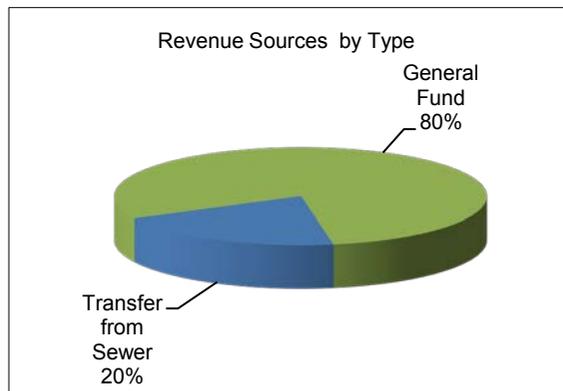
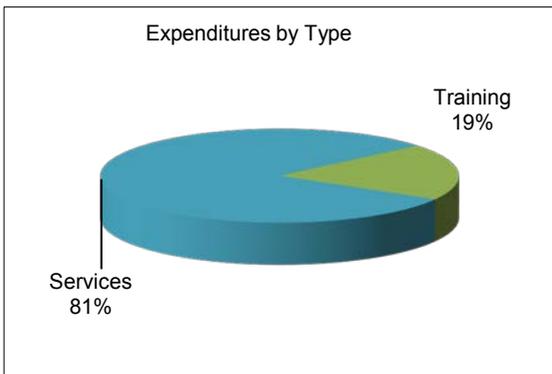
The GIS program is responsible for funding and managing the City's multi-department GIS function, including server administration, software updates, development of additional data layers and applications to update and access the data.

Staffing Detail

N/A

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

Training	0
Services	24,230
Total	24,230

Revenue Sources:

Transfer from Sewer	6,450
General Fund	17,780
Total	24,230

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
	0	6,200	0
	24,230	24,690	24,690
	24,230	30,890	24,690
	6,450	6,450	6,450
	17,780	24,440	18,240
	24,230	30,890	24,690
			31,800
			6,450
			25,350
			31,800

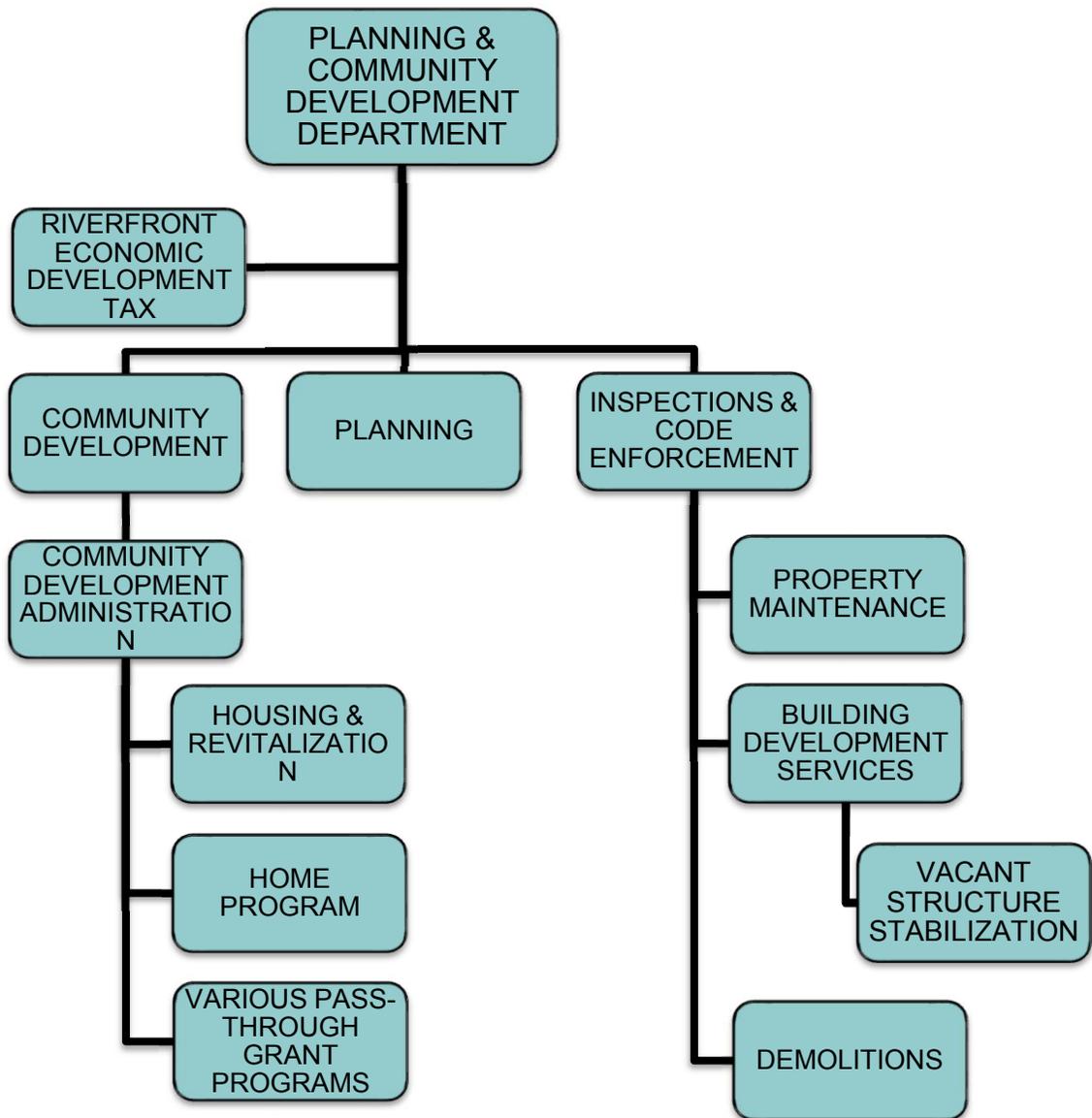
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

The City of St. Joseph's planning and community development department provides economic planning and public/private sector cooperation in order to diversify the economic base of the community. Planning ensures that development within the city follows adopted city plans and policies through review and consultation with private developers. And, the Community Development divisions address housing and non-housing-related community development needs.

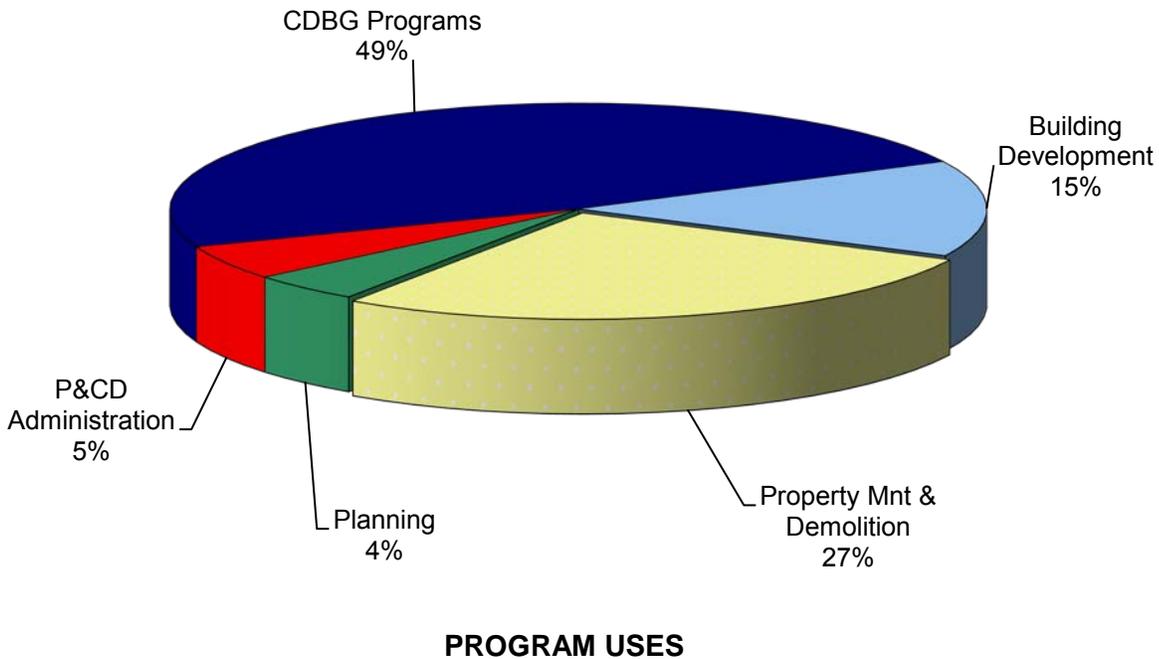
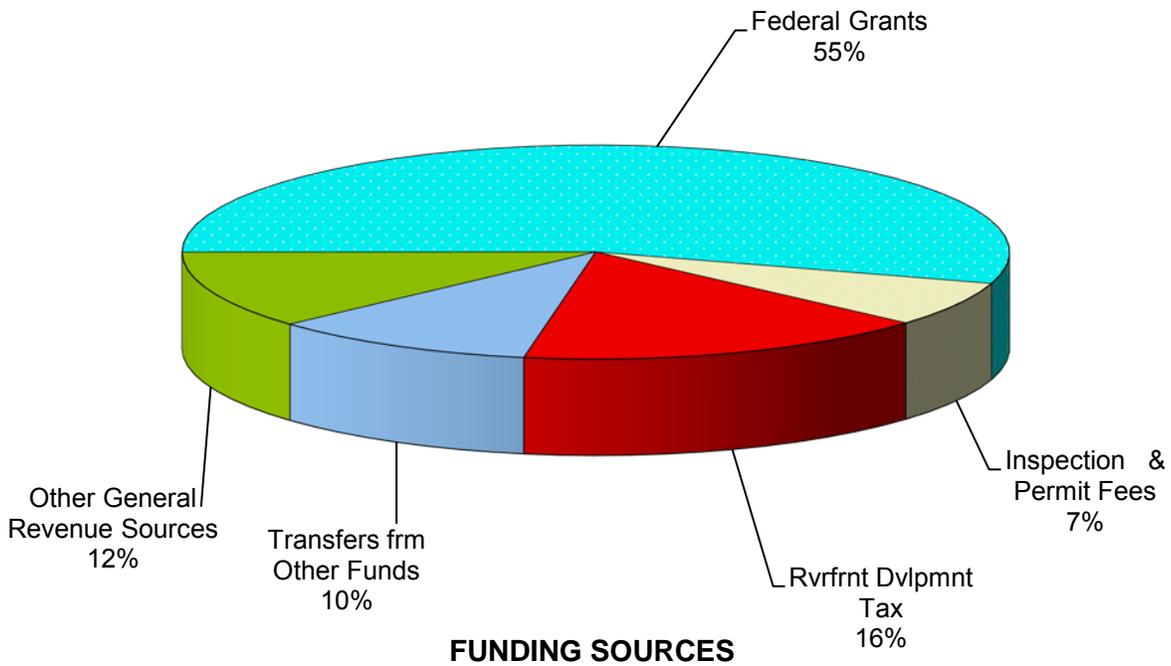
The Inspections and Code Compliance programs provide review and approval of code compliant construction and development.

These operations are funded through the local general sales tax, property taxes, special use permit fees, building inspections and permit fees and federal community development block grant sources.

TOTAL BUDGETED RESOURCES: \$ 4,296,587



PLANNING & COMMUNITY DEVELOPMENT SOURCES & USES

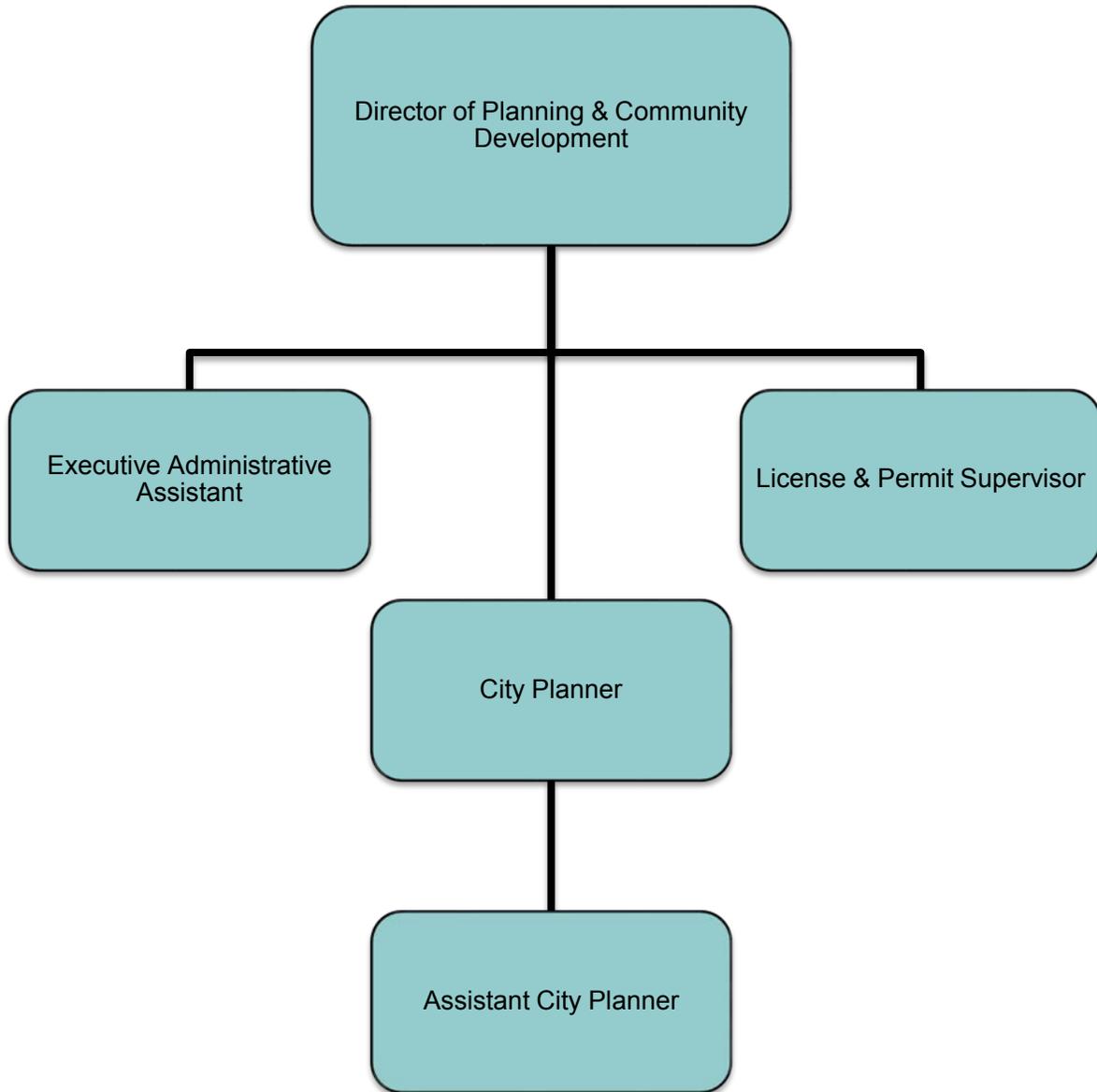


PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

ACCOUNT TYPE	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,312,773	1,424,950	1,323,818	1,308,539
Payroll Expenses & Benefits	549,283	673,657	611,453	650,989
Materials & Supplies	41,720	56,322	42,599	41,413
Utilities & Other Contracted Services	1,524,276	1,831,381	2,816,992	2,069,872
Claims/Insurance/Fund Transfers	202,094	208,629	208,629	210,775
Capital	0	30,000	200,000	15,000
	3,630,145	4,224,939	5,203,492	4,296,587
USES BY PROGRAM				
* Planning & Community Dvlpmnt Admin	283,353	314,998	662,392	222,030
Planning	162,742	179,309	184,798	184,897
CDBG Management	555,243	433,637	373,603	371,381
Housing & Revitalization	591,979	822,923	1,436,391	843,946
Restricted ARRA Program	0	0	0	0
Home Program	91,804	341,189	341,189	439,741
Federal Emergency Srv Grnt	54,428	0	0	0
Slum/Blight Activity & Low/Mod Activity	68,494	0	101,870	0
Public Service Agencies	340,000	340,000	377,200	377,200
Building Development	470,626	591,118	491,193	615,203
Property Maintenance	690,543	805,595	778,806	874,622
Vacant Structure Stabilization	0	0	100,000	100,000
Demolition	320,934	396,169	356,050	267,568
	3,630,145	4,224,939	5,203,492	4,296,587
FUNDING SOURCES				
General Fund	1,184,264	1,468,020	1,794,189	1,558,751
Landfill Fund	423,000	423,000	423,000	438,000
CDBG Fund	2,022,882	2,333,918	2,986,303	2,299,836
	3,630,145	4,224,939	5,203,492	4,296,587
STAFFING SUMMARY				
P&CD Administration	3.0	3.0	3.0	3.0
Planning (Split from Admin program)	2.0	2.0	2.0	2.0
CDBG Management	2.0	2.0	2.0	2.0
Housing & Revitalization	2.5	2.5	2.5	2.5
Home Program	0.0	0.0	0.0	0.0
Building Development Services	8.0	8.0	8.0	8.0
Property Maintenance	10.0	10.0	10.0	10.0
Demolitions	0.5	0.5	0.5	0.5
	28.0	28.0	28.0	28.0

* Includes the Riverfront Economic Development Tax Program

PLANNING & COMMUNITY DEVELOPMENT ADMINISTRATION, PLANNING DIVISIONS



Planning & Community Development Administration

Mission

Support and enhance our community's economic development efforts while ensuring public health and safety, and compliance with city ordinances and adopted codes.

Core Services

- Managerial oversight of planning and zoning, building development, property maintenance, community development, and economic development function of the City.
- Support and implementation of Downtown Master Plan initiatives.
- Work with private development to promote job creation.
- Comprehensive review of site and building plans.
- Provide economic development assistance to public to promote job creation and retention.
- Provide assistance to low/moderate income homeowners for rehab of homes.
- Provide emergency assistance to address life/health threatening issues in their homes.
- Help public service agencies provide services to clients.
- Provide funding for facade improvements to eligible properties located in the downtown precise plan area.

Current Year Activities/Achievements

- Support of Council's Priority to work on riverfront redevelopment efforts.
- Administered 8 economic development programs.
- Updated City Codes to reduce neighborhood blight.
- Implementation of Building Blocks software program.
- Completed 1 facade improvement project.
- Completed 19 emergency grants, 14 housing rehabilitation and 20 demolition projects.
- Provided funding to 11 Public Service Agencies to provide necessary services to low/moderate income individuals.

Budget Challenges/Planned Initiatives

- Continue to update and alter Accela software program to meet needs of Staff.
- Change over of staff, hiring and training of staff.
- Educating public on importance of City Codes and need to review how project may impact surrounding neighborhood.
- Provide funds to improve city owned parks and public housing.
- Continue to promote facade improvement program.

PLANNING & COMMUNITY DEVELOPMENT ADMINISTRATION

Program 8380

Program Description

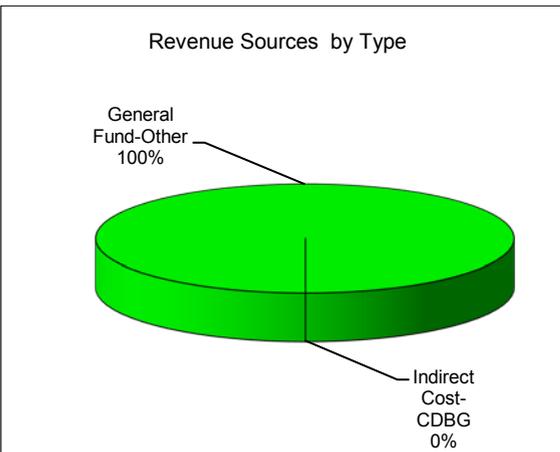
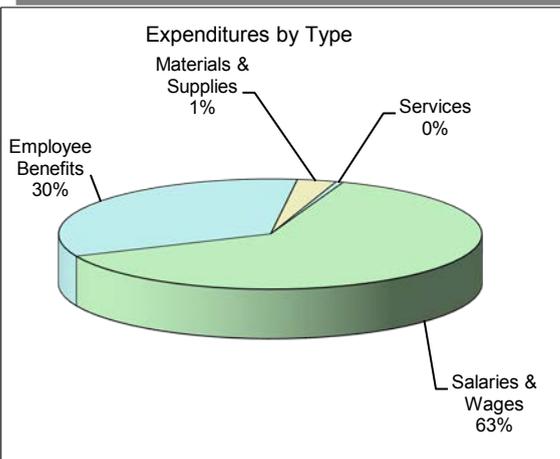
The administrative office provides managerial oversight of planning and zoning, building inspections, property maintenance issues, economic development coordination and federally funded project administration including the historic preservation functions of the City. Staff oversees permitting, licensing, building inspection, code compliance and development review and coordination. The Special Events Coordinator, makes sure that parades, festivals, and other special events sponsored by a variety of individuals or groups in the community are properly permitted and have met all street and safety concerns. The position also serves City's primary point of contact for all liquor licensing issues.

Staffing Detail

Director of Planning & Community Development
 Executive Administrative Assistant
 License & Permit Supervisor

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Total

Revenue Sources:

Other
 Indirect Cost-CDBG
 General Fund-Other

Total

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
183,525	189,495	190,525	148,299
72,895	82,703	78,447	79,491
616	1,500	600	(7,059)
1,014	1,300	1,555	1,300
258,050	274,998	271,127	222,030
0	0	0	64,915
0	0	0	0
258,050	274,998	271,127	222,030
258,050	274,998	271,127	222,030

Riverfront Economic Development Tax Program 0022

Program Description

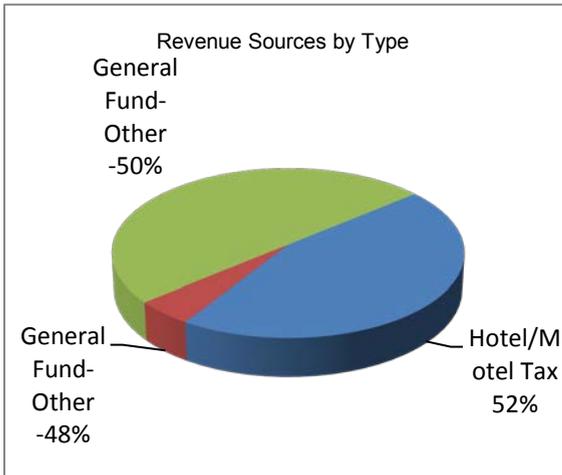
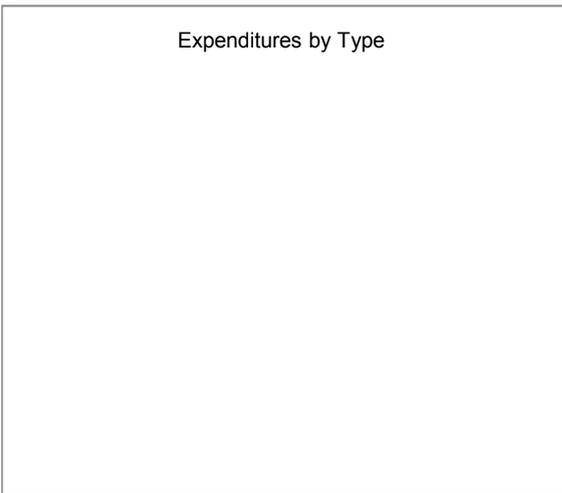
Program used to track the revenue and expenditures of the Downtown/Riverfront Economic Development Tax. This is the additional 3% transient guest tax on hotel/motel rooms as approved by voters. The revenue generated by downtown hotels is to be used for downtown development. Until the end of the 3rd Street Hotel TIF, the only hotel downtown, all the additional revenue generated there goes to pay off that TIF. Revenues generated by hotels/motels outside the downtown area are dedicated to riverfront development projects.

Staffing Detail

None

2017-18	2018-19		2019-20
	Adopted Budget	Estimated Actual	Budget
Actual			
0	0	0	0

Operating Budget Summary



Expenditures:
 Services 25,303
 Capital Improvements 0
Total 25,303

Revenue Sources:
 Hotel/Motel Tax 613,537
 Interest 39,936
 General Fund-Other (628,170)
Total 25,303

2017-18	2018-19		2019-20
	Adopted Budget	Estimated Actual	Budget
Actual			
25,303	40,000	191,265	0
0	0	200,000	0
25,303	40,000	391,265	0
613,537	681,660	681,660	681,660
39,936	0	73,332	73,332
(628,170)	(641,660)	(363,727)	(754,992)
25,303	40,000	391,265	0

Planning

Mission

The planning division ensures that development within the City follows adopted city plans and policies through the review and consultation with private developers. Staff works with the public to identify ways to assist with their project and provide options to encourage better development.

Core Services

- Review all residential and commercial development plans, all zoning and subdivision platting.
- Ensure compliance with the City's Comprehensive Land Use Plan in order to manage growth and development.
- Ensure compliance with the City's zoning code for proper spacing, location and design to protect quality of life standards.
- Provide staff reports for the Downtown Review Board, Planning Commission, Zoning Board of Adjustment, and Landmark Commission.

Current Year Activity/Achievements

- Continued updates to the Comprehensive Plan.
- Continued updates to the Zoning Code.
- Update of Accela to better track progress of applications.
- Continued improved customer service.
- Update of the Downtown Precise Plan.
- Updated sign regulations.

Budget Challenges/Planned Initiatives

- Work to meet customers needs in planning services.
- Promote continued reinvestment in the community by working with developers to find options for their project to succeed.
- Continued support of downtown redevelopment.
- Create a Comprehensive Plan for St Joseph.
- Develop a Frederick Avenue Corridor Plan.
- Establishing standardized process for planning applications and development.
- Develop a Historic Preservation Plan.

Performance Statistics

- Processed 98 applications for plans and permits issued through the Planning Commission, Downtown Review Board, and Zoning Board of Adjustment.

PLANNING

Program 5110

Program Description

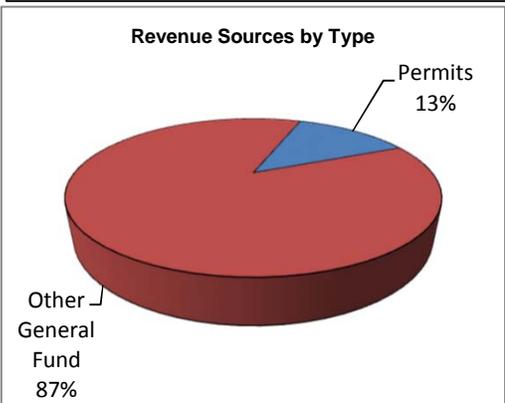
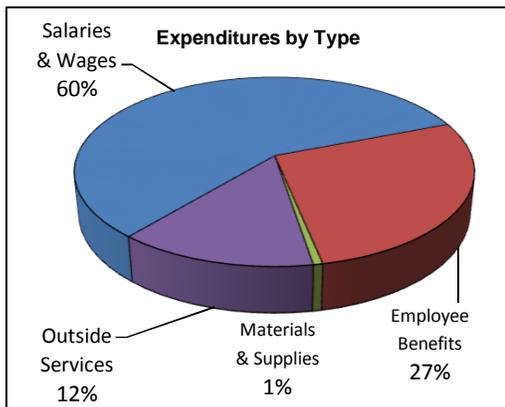
The City's planning division is responsible for citywide planning and zoning administration, regulating subdivisions, and administering a comprehensive land use plan for the city. The comprehensive land use plan is a blueprint for dealing with physical and economic development and housing initiatives.

Staffing Detail

City Planner
 Assistant City Planner

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

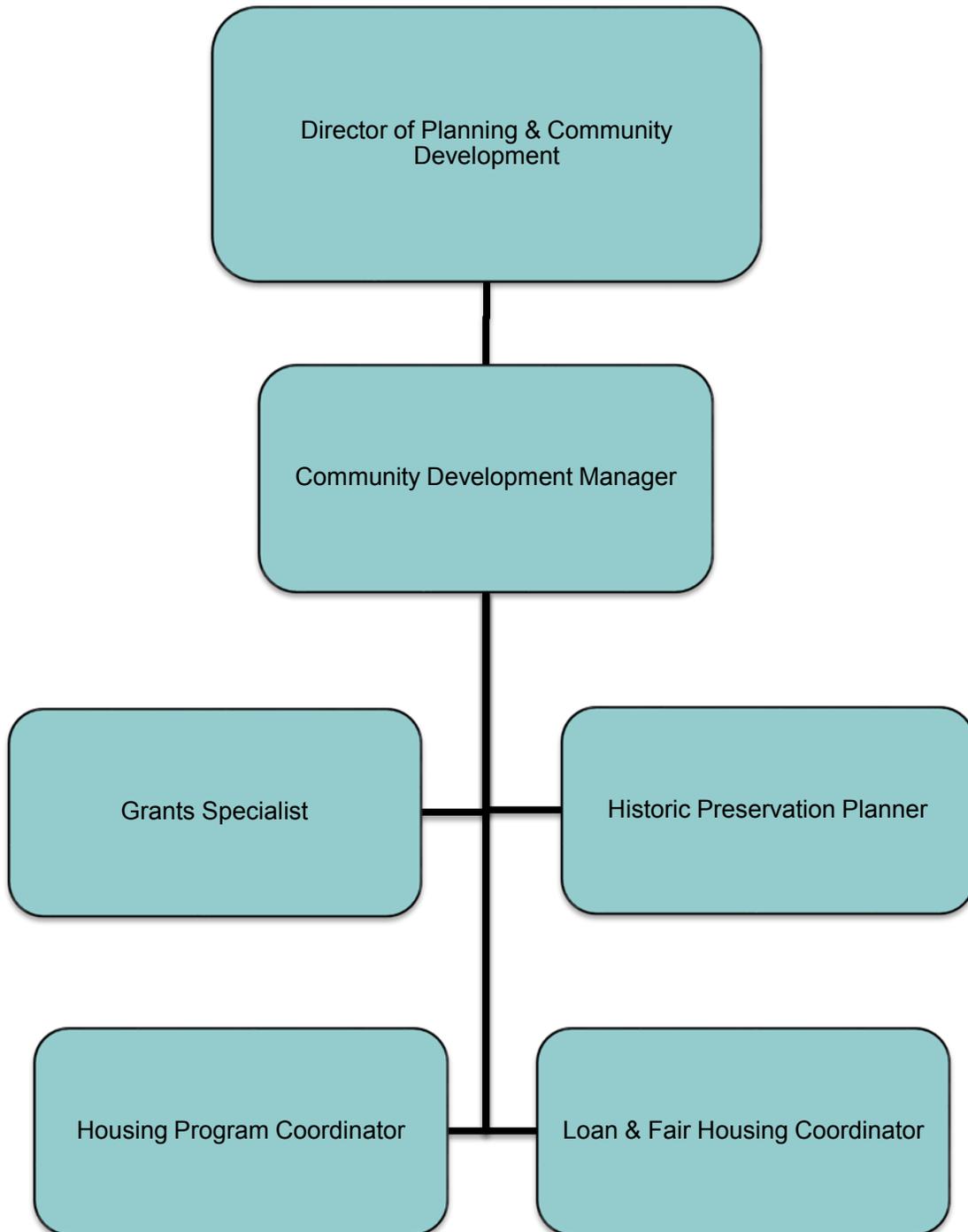
Salaries & Wages	102,842	107,042	107,724	107,243
Employee Benefits	47,011	49,467	49,629	51,103
Materials & Supplies	811	1,500	2,100	1,200
Outside Services	12,078	21,300	25,345	25,350
Total	162,742	179,309	184,798	184,897

Revenue Sources:

Permits	27,063	20,000	20,000	24,112
General Fund-Other	135,679	159,309	164,798	160,785
Total	162,742	179,309	184,798	184,897

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
102,842	107,042	107,724	107,243
47,011	49,467	49,629	51,103
811	1,500	2,100	1,200
12,078	21,300	25,345	25,350
162,742	179,309	184,798	184,897
27,063	20,000	20,000	24,112
135,679	159,309	164,798	160,785
162,742	179,309	184,798	184,897

COMMUNITY DEVELOPMENT (CDBG)



Community Development Block Grant Program

Mission

The City of St. Joseph utilizes the Community Development Block Grant funds and the HOME Investment Partnerships Program funds to the greatest extent possible to assist low/moderate income citizens with both housing and non housing needs in order to improve the quality of life. A variety of services are provided through 12 public service agencies to help with a wide range of assistance programs. At least 70% of the CDBG funding received each year is allocated to low/moderate income citizens. In addition, 100% of the HOME Program funds are allocated to agencies providing affordable housing to citizens eligible for homeownership and rental properties developed by Habitat for Humanity and Community Action Partnership.

Core Services

- Housing Rehabilitation and Revitalization
- Demolition
- Funding for Public Service Programs
- Fair Housing
- Community Development Administration
- Housing Programs-HOME Investment Partnerships Program funds

Current Year Activity/Achievements

- 12 grants provided to income eligible homeowners to alleviate dangerous situations in their homes
- 11 housing rehab projects were completed to assist homeowners with substantial repairs to their homes
- Assisted Community Action Partnership with construction of 4 more senior rental homes at Applewood Estates
- Assisted Habitat for Humanity with the construction of 2 new homes for homeownership in the Mid Town area
- Assisted Habitat to help develop a 7 family home development north of Carden Park School
- Bartlett Center-provided affordable childcare to 77 low/moderate income children
- Bartlett Center- 24,127 home delivery meals to home bound senior citizens
- Bartlett Center-provided a latchkey program to 123 youth
- Sold 2 rehabilitated homes to income qualified families to help improve neighborhoods

Budget Challenges/Planned Initiatives

- Providing more services with the same amount of entitlement funding, which has been stagnant for several years.

Performance Statistics

- YWCA-440 women and children sheltered - 16,880 total nights
- Social Welfare Board-263 people received dental services
- United Cerebral Palsy-provided therapy services to 12 low/moderate income children
- 2nd Harvest-provided 25,200 lbs. of food to senior citizens
- Samaritan Center-provided funding for mental health services to 404 low/moderate income citizens
- Children's Advocacy Center-provided counseling to 26 children who were victims of sexual/physical abuse
- Hillcrest Transitional Housing-provided services to 90 individuals/families
- Interserv- provided afterschool programs to 105 kids
- Community Missions Corp.-provided apartments and supportive services to 17 homeless men
- N.W. Children's Advocacy Center provided counseling to 30 abused children

COMMUNITY DEVELOPMENT ADMINISTRATION

Program 5260

Program Description

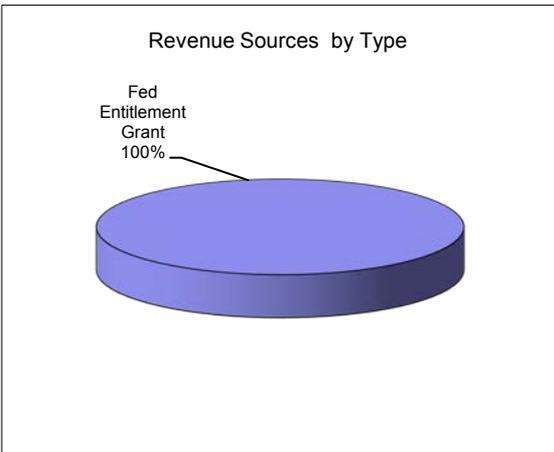
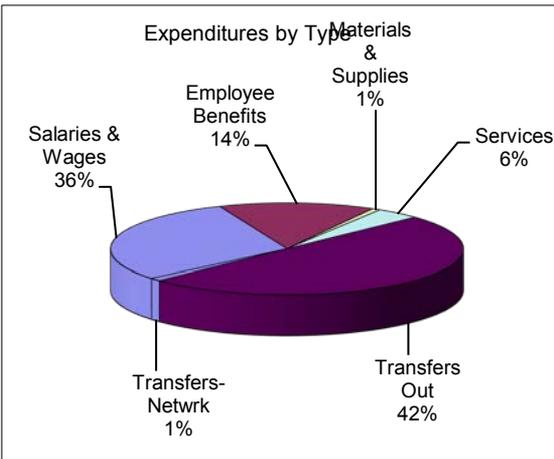
The program oversees the administration of funding received from the U.S. Department of Housing & Urban Development.

Staffing Detail

Community Development Manager
Grants Specialist

2017-18	2018-19		2019-20
	Adopted Budget	Estimated Actual	
Actual			Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

Salaries & Wages
Employee Benefits
Materials & Supplies
Services
Transfers Out
Transfers-Network

Total

Revenue Sources:

Interest & Other
Fed Entitlement Grnt
CDBG Fund - Other

Total

2017-18	2018-19		2019-20
	Adopted Budget	Estimated Actual	
Actual			Budget
113,210	153,424	111,436	110,931
43,519	71,638	53,592	53,238
0	2,800	2,800	2,800
208,870	15,826	15,826	15,081
181,994	185,949	185,949	185,332
7,650	4,000	4,000	4,000
555,243	433,637	373,603	371,381
195,622	0	0	0
1,097,750	1,894,181	1,931,381	1,663,158
(738,129)	(1,460,544)	(1,557,778)	(1,291,777)
555,243	433,637	373,603	371,381

HOUSING & REVITALIZATION

Program 5210

Program Description

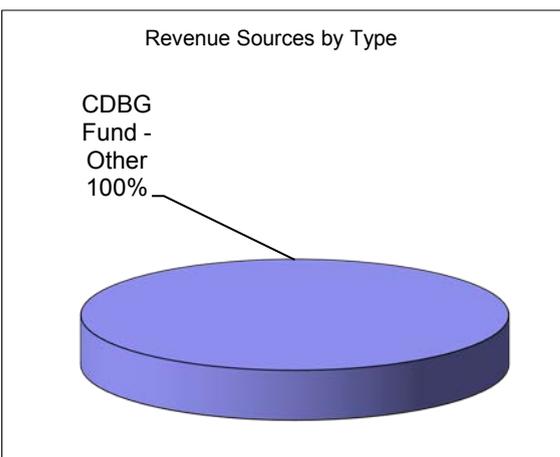
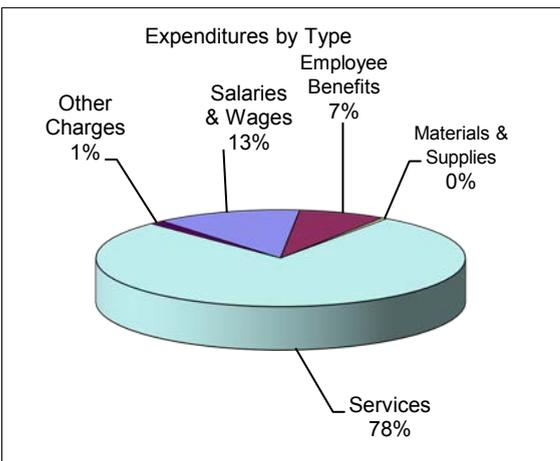
Provides decent, safe, and sanitary housing for low to moderate income families through coordination, implementation, and monitoring of Community Development Block Grant Emergency Assistance and Home Improvement programs. Staff also coordinate and oversee activities designed to promote the revitalization of St. Joseph's core inner-city neighborhoods. Projects within the NRSA will receive priority funding.

Staffing Detail

Historic Preservation Planner
 Housing Program Coordinator
 Loan & Fair Housing Coordinator

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
0.5	0.5	0.5	0.5
1	1	1	1
1	1	1	1
2.5	2.5	2.5	2.5

Operating Budget Summary



Expenditures:
 Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services
 Other Charges

Total
Revenue Sources:
 Other Revenue
Total

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
142,695	117,169	119,423	107,907
62,652	60,793	61,328	64,569
2,345	3,917	3,917	3,917
376,130	630,345	1,245,345	656,854
8,157	10,700	6,379	10,700
591,979	822,923	1,436,391	843,946
0	0	0	0
591,979	822,923	1,436,391	843,946

HOME PROGRAM

Program 8880

Program Description

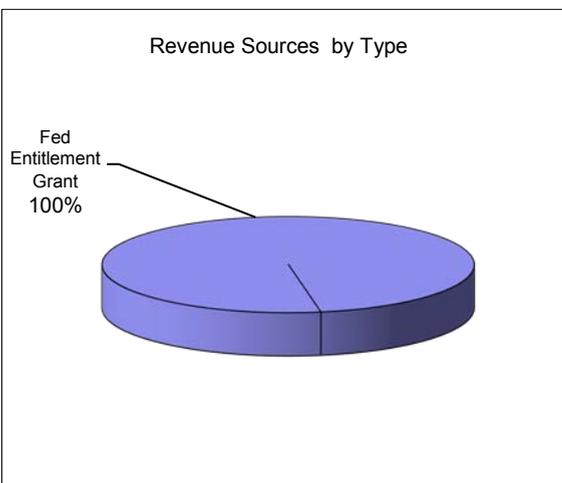
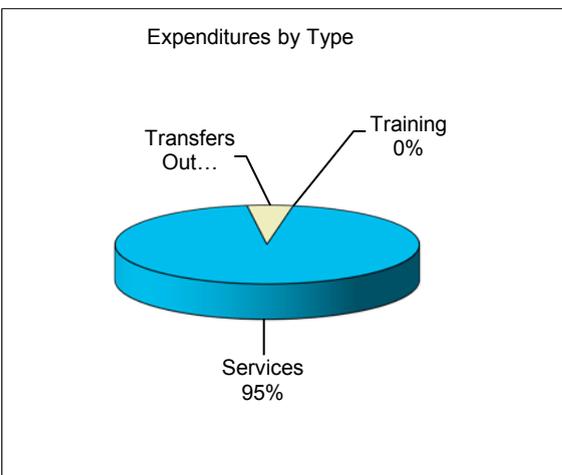
This program administers HUD funding in a broad array of eligible housing activities including both home ownership and the expansion of affordable rental housing. The majority of HOME funds are focused on infill construction within the NRSA.

Staffing Detail

None

2017-18	2018-19		2019-20
	Actual	Adopted Budget	
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

Training	0
Services	79,354
Interfund Transfers	12,450
Transfer-Computer	(1,650)
Total	91,804

Revenue Sources:

Fed Entitlement Grant	242,708
Interfund Transfer	102,726
CDBG Fund - Other	(253,630)
Total	91,804

2017-18	2018-19		2019-20
	Actual	Adopted Budget	
			0
	79,354	316,525	316,525
	12,450	18,680	18,680
	(1,650)	2,000	2,000
	91,804	341,189	341,189
	242,708	342,189	342,189
	102,726	0	0
	(253,630)	(1,000)	(1,000)
	91,804	341,189	341,189

VACANT STRUCTURE STABILIZATION

Program 5435

Program Description

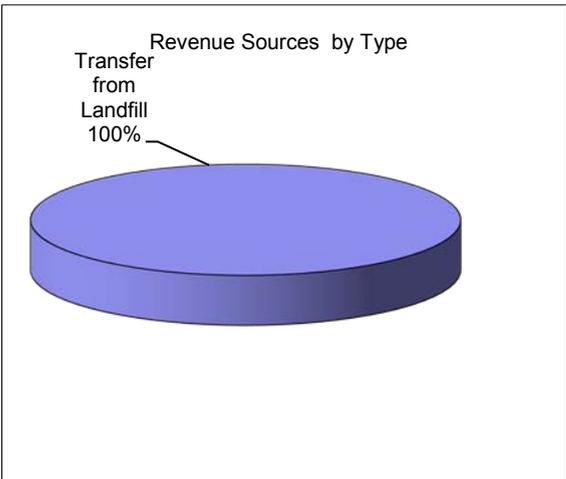
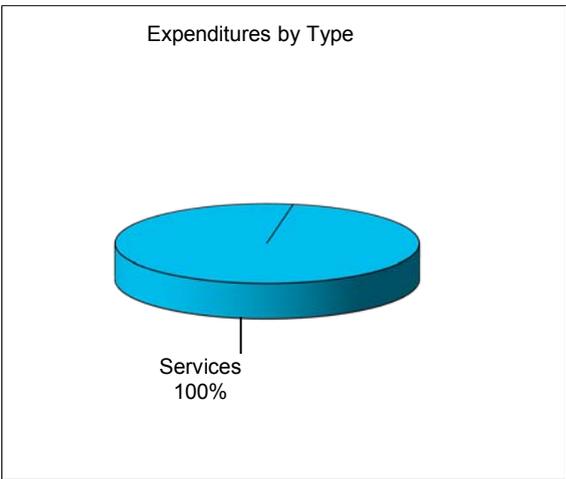
This program provides non-federal source of funds to eliminate vacant dangerous structures through city demolition or working with property owner to stabilize vacant structures.

Staffing Detail

None

2017-18	2018-19		2019-20
	Adopted Budget	Estimated Actual	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:
 Services
Total

Revenue Sources:
 Other Revenue
 Transfer from Landfill
Total

2017-18	2018-19		2019-20
	Adopted Budget	Estimated Actual	
Actual	Budget	Actual	Budget
0	0	100,000	100,000
0	0	100,000	100,000
0	0	0	0
0	0	100,000	100,000
0	0	100,000	100,000

FEDERAL EMERGENCY SHELTER GRANT

Program 6800

Program Description

Federal funds are allocated to alleviate homelessness by providing rent, utility assistance and legal service for individuals and families who are homeless, threatened with homelessness or lack the funds to secure housing by providing funds to various non-profit organizations in St. Joseph that address these needs. Allocations are determined by a Citizens Advisory Committee after public hearings on funding applications.

Staffing Detail

None

2017-18	2018-19		2019-20
	Adopted Budget	Estimated Actual	
Actual			Budget
0	0	0	0

Operating Budget Summary

Expenditures:

Services

Total

Revenue Sources:

Federal HMIS Grant

Reprogrammend Fnds

CDBG Fund - Other

Total

2017-18	2018-19		2019-20
	Adopted Budget	Estimated Actual	
Actual			Budget
54,428	0	0	0
54,428	0	0	0
5,082	0	0	0
0	0	0	0
49,347	0	0	0
54,428	0	0	0

SLUM/BLIGHT/REDEVELOPMENT ACTIVITIES LOW/MODERATE ACTIVITY Program 8840 & 8860

Program Description

To meet one of the national objectives of the CDBG program, the City Council allocates a limited amount of funds to organizations and individuals to undertake eligible slum and blight activities. The dollar amount that the City can award is restricted by federal regulations. Activities include preservation of historic structures, infrastructure improvements, and streetscape and landscape improvements.

Staffing Detail

None

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Operating Budget Summary

Expenditures:

Services
Interfund Transfers

Total

Revenue Sources:

Fed Entitlement Grant
CDBG Fund - Other

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
68,494	0	101,870	0
0	0	0	0
68,494	0	101,870	0
0	0	0	0
68,494	0	101,870	0
68,494	0	101,870	0

PUBLIC SERVICE AGENCIES Program 8850

Program Description

Funding is allocated to non-profit organizations in St. Joseph concerned with public issues such as child care, public health, drug and alcohol abuse, recreational activities, domestic violence, and treatment of children with physical and developmental disabilities. Disbursement is determined by a citizen committee charged with evaluating applications for the grant.

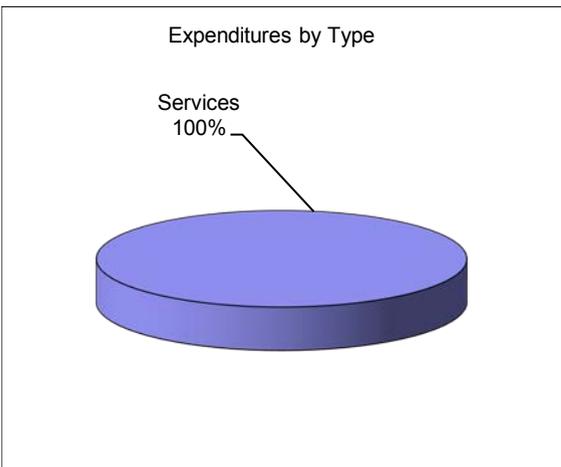
Staffing Detail

None

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Operating Budget Summary

• Hillcrest Transitional Housing of Buch Co	\$33,000
• Amer 2nd Harvest Emergency Food Assist	\$31,200
• Interfaith Com. Srv-Youth Latchkey	\$30,000
• Bartlett Center - Family Resource Program	\$20,000
• AFL-CIO Community Services	\$20,000
• Samaritan Counseling-Client Assistance	\$25,000
• Social Welfare Brd-Dental Care Program	\$85,000
• United Cerebral Palsy-Integration & Advocacy	\$10,000
• YWCA-Women & Children's Shelter	\$68,000
• Community Missions-Housing for Hmless	\$30,000
• NWMO Children's Advocacy-Abuse Cnsing	\$25,000
	\$377,200



Expenditures:

Services

Total

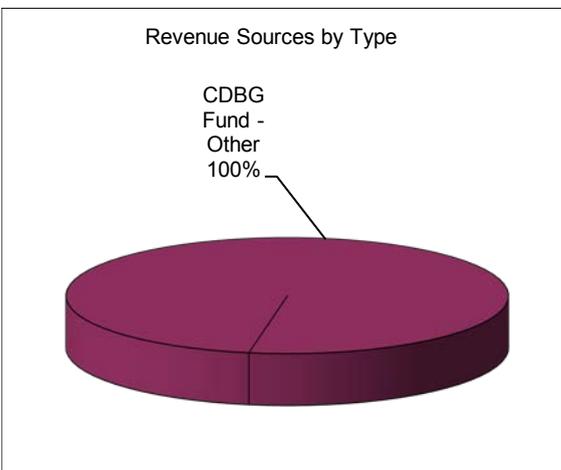
Revenue Sources:

Fed Entitlement Grant

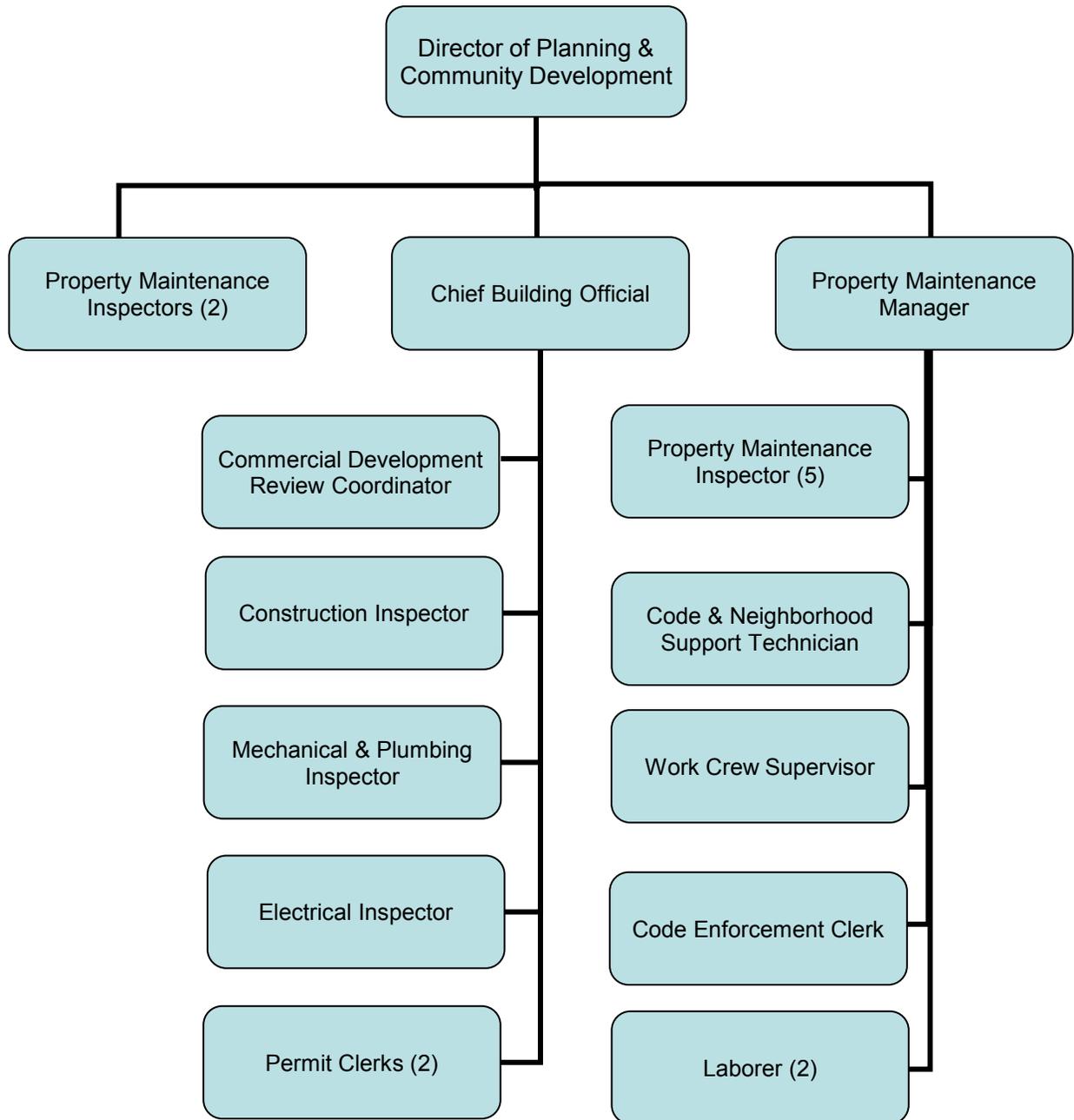
CDBG Fund - Other

Total

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
340,000	340,000	377,200	377,200
340,000	340,000	377,200	377,200
0	0	0	0
340,000	340,000	377,200	377,200
340,000	340,000	377,200	377,200



BUILDING REGULATIONS & PROPERTY MAINTENANCE



Building Development Services

Mission

Provide the public with minimum requirements to safeguard health, safety and general welfare as it relates to the building industry. These minimum requirements will be administered through consultations, plan reviews and inspections.

Core Services

- Consultations with customers relating to their particular building project.
- Inform customers of specific information that they need to provide to the City.
- Schedule a Development Review Meeting for the project if necessary.
- Review plans to insure adherence to local building codes.
- Inspect projects to verify the installation is acceptable and code compliant.
- Building Department clerks assist customers through the documentation process.
- Upon project completion occupancy is approved and project files are archived.
- Assist customers with numerous miscellaneous requests.

Current Year Activities/Achievements

- Improve Development Review Process.
- Increase inspector training to improve code understanding.
- Building Inspections: 139 commercial and 225 residential
- Mechanical /I Plumbing inspections: 231 commercial and 387 residential
- Electrical Inspections: 158 commercial and 247 residential
- Number of Plan Reviews: 489 commercial and 746 residential
- Percent of Plans reviewed in 10 working days: 95%

Budget Challenges/Planned Initiatives

- Continue to encourage staff to meet all certification requirements.
- Implementation of new software for managing project files.
- Work to update Accela software program to allow access from the field.

Performance Statistics

- Building Inspections: 139 commercial and 225 residential.
- Mechanical /I Plumbing inspections: 231 commercial and 387 residential.
- Electrical Inspections: 158 commercial and 247 residential.
- Number of Plan Reviews: 489 commercial and 746 residential
- Percent of Plans reviewed in 10 working days: 95%

BUILDING DEVELOPMENT SERVICES

Program 5410

Program Description

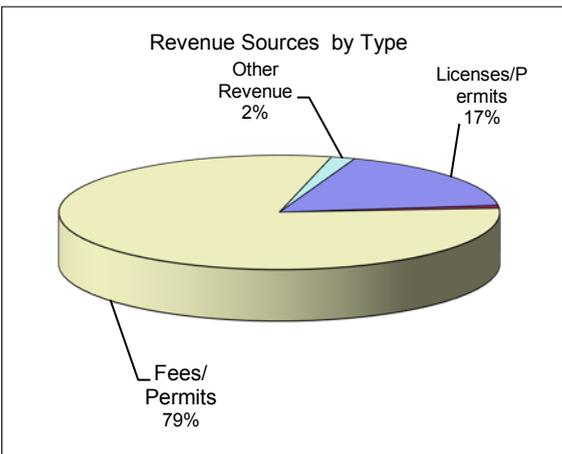
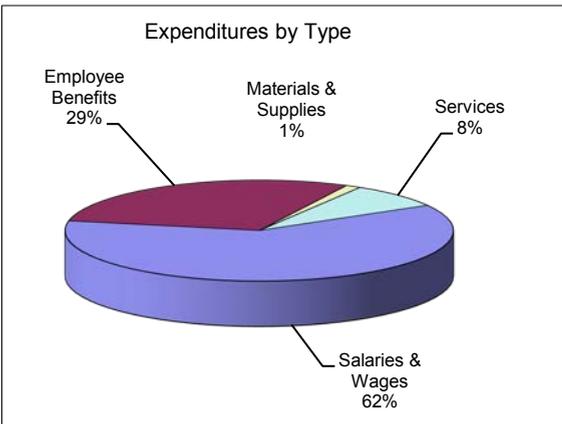
Building Development Services staff oversee review of development plans, perform building plan review, inspection building construction activities and interacts with building and industry organizations in order to promote a vibrant and safe building environment. Through property and construction information, inspections and enforcement the staff verifies construction projects meet appropriate building code standards thereby ensuring public safety.

Staffing Detail

- Dangerous Building Inspector
- Chief Building Official
- Commerical Development Review Coordinator
- Construction Inspector
- Mechanical & Plumbing Inspector
- Electrical Inspector
- Permit Clerk

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
2	2	2	2
8	8	8	8

Operating Budget Summary



Expenditures:

- Salaries & Wages
- Employee Benefits
- Materials & Supplies
- Services

Total

Revenue Sources:

- Licenses/Permits
- Fines
- Fees/Permits
- Other Revenue
- General Fund-Other

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
307,226	362,764	301,001	377,638
127,184	170,451	137,303	180,569
6,106	7,800	5,612	7,800
30,094	50,103	47,278	49,195
470,608	591,118	491,193	615,203
91,674	96,000	96,000	100,020
8,475	5,000	5,000	5,000
324,314	413,500	413,500	456,790
0	10,000	10,000	10,000
46,145	66,618	(33,307)	43,393
470,608	591,118	491,193	615,203

Property Maintenance

Property Maintenance, Demolitions

Mission

The Property Maintenance division enforces minimum property maintenance standards adopted by the City Council.

Core Services

- Enforce minimum property maintenance codes related to exterior yard conditions related to vegetation, trash, debris, trash collection practices, firewood storage, standing water, excessive lighting, vehicles on private property, some zoning issues and trees.
- Enforce minimum property maintenance codes for interior housing conditions related to electrical, mechanical, plumbing, sanitation and egress issues.
- Coordinate the City's Neighborhood Cleanup Dumpster program.
- Enforce minimum dangerous building codes related to exterior / interior conditions.
- Coordinate the Tree City USA program.
- Provide professional code enforcement with the goal of eliminating blight and ensuring the health, safety, and welfare of the City.

Current Year Activity/Achievements

- Complete implementation of Accela Automation software system and staff training.
- Continued improvement of Abatement Program through work crew staff changes.
- Continued improvement of utilizing CDBG funds for demolitions and stabilization.
- Continued improvements of utilizing work crew staff to secure vacant abandoned properties.
- Implementation of Tolemi software to track and identify core areas of code violations.
- Impletation of Ordinance 7-328 Vacant Residential Building Registration.
- Neighborhood Services Initiative.

Budget Challenges/Planned Initiatives

- Use software to become more efficient, in order for existing staff to be able to respond to the number of complaints we receive.
- Use current inspection staff to respond to complaints and proactively survey for violations that add to unhealthy and blighted conditions in the community.
- Work with public to address the cleanliness of neighborhoods and help to establish neighborhood pride.
- Improve on the results of the Community Alliance Survey to help reduce the negative appearance of blighted properties.
- Utilize a vacant property registration ordinance to help with keep track of the inventory and enforce codes by applying a registration fee for residential structures to help the appearance of the neighborhoods.
- Implement a rental property inspection program to promote health and safety for our tenants within the City.
- Utilize a new non federal funding for demolitions and stabilizations of dangerous and deteriorated properties among the City.
- Rental Inspection Program.

Performance Statistics

- During calendar year 2018, the Property Maintenance Division initiated cases and performed 1,285 abatements, with total billing of \$227,336.25
- Initiated 10,704 cases related to property maintenance and dangerous building violations.
- Issued 1,151 administrative penalties.
- Performed 586 securing abatements.
- Issued 537 Municipal citations.
- Utilized \$125,050.00 of CDBG funds in demolishing structures.

PROPERTY MAINTENANCE

Program 5430

Program Description

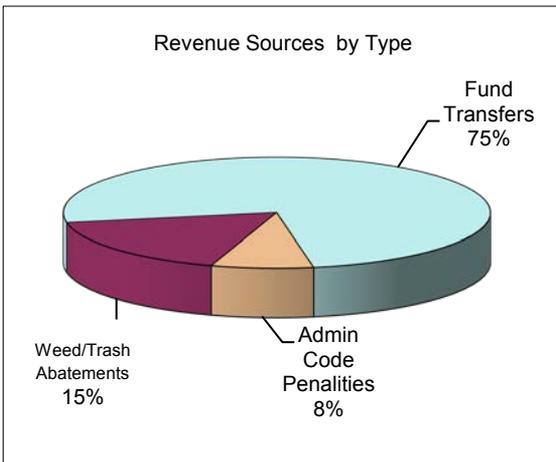
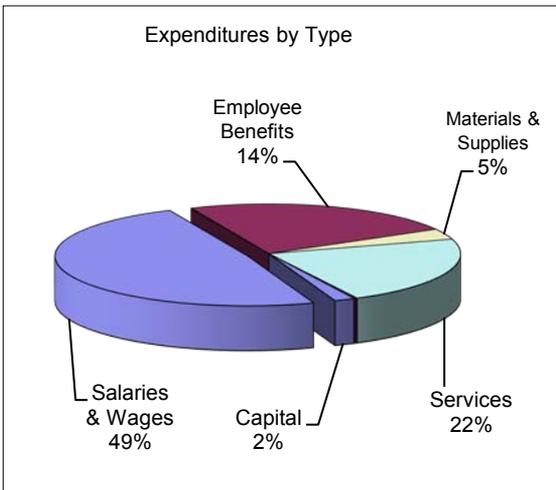
Property maintenance staff work with citizens in an effort to eliminate trash, debris, overgrown weeds and dangerous buildings throughout the city. The staff also provides rodent and mosquito control and rental dwelling inspections.

Staffing Detail

- Property Maintenance Manager
- Dangerous Building Inspector
- Property Maintenance Inspector
- Work Crew Supervisor
- NBHD Service Coordinator
- Code Enforcement Clerk
- Laborer

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
4	4	4	4
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
10	10	10	10

Operating Budget Summary



Expenditures:

- Salaries & Wages
- Employee Benefits
- Materials & Supplies
- Services
- Utilities
- Capital

Total

Revenue Sources:

- Admin Code Penalties
- Weed/Trash Abatements
- Other Revenue
- Fund Transfers
- General Fund-Other

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
352,537	379,714	405,689	427,948
150,126	174,999	179,213	205,094
29,429	35,250	25,148	30,300
156,478	183,133	166,733	193,780
1,972	2,500	2,023	2,500
0	30,000	0	15,000
690,543	805,595	778,806	874,622
42,865	40,000	40,000	45,000
84,446	90,000	90,000	100,000
50	0	0	0
423,000	423,000	423,000	438,000
140,181	252,595	225,806	291,622
690,543	805,595	778,806	874,622

Property Maintenance

Property Maintenance, Demolitions

Mission

The Property Maintenance division enforces minimum property maintenance standards adopted by the City Council.

Core Services

- Enforce minimum property maintenance codes related to exterior yard conditions related to vegetation, trash, debris, trash collection practices, firewood storage, standing water, excessive lighting, vehicles on private property, some zoning issues and trees.
- Enforce minimum property maintenance codes for interior housing conditions related to electrical, mechanical, plumbing, sanitation and egress issues.
- Coordinate the City's Neighborhood Cleanup Dumpster program.
- Enforce minimum dangerous building codes related to exterior / interior conditions.
- Coordinate the Tree City USA program.
- Provide professional code enforcement with the goal of eliminating blight and ensuring the health, safety, and welfare of the City.

Current Year Activity/Achievements

- Complete implementation of Accela Automation software system and staff training.
- Continued improvement of Abatement Program through work crew staff changes.
- Continued improvement of utilizing CDBG funds for demolitions and stabilization.
- Continued improvements of utilizing work crew staff to secure vacant abandoned properties.
- Implementation of Tolemi software to track and identify core areas of code violations.
- Impletation of Ordinance 7-328 Vacant Residential Building Registration.
- Neighborhood Services Initiative.

Budget Challenges/Planned Initiatives

- Use software to become more efficient, in order for existing staff to be able to respond to the number of complaints we receive.
- Use current inspection staff to respond to complaints and proactively survey for violations that add to unhealthy and blighted conditions in the community.
- Work with public to address the cleanliness of neighborhoods and help to establish neighborhood pride.
- Improve on the results of the Community Alliance Survey to help reduce the negative appearance of blighted properties.
- Utilize a vacant property registration ordinance to help with keep track of the inventory and enforce codes by applying a registration fee for residential structures to help the appearance of the neighborhoods.
- Implement a rental property inspection program to promote health and safety for our tenants within the City.
- Utilize a new non federal funding for demolitions and stabilizations of dangerous and deteriorated properties among the City.
- Rental Inspection Program.

Performance Statistics

- During calendar year 2018, the Property Maintenance Division initiated cases and performed 1,285 abatements, with total billing of \$227,336.25
- Initiated 10,704 cases related to property maintenance and dangerous building violations.
- Issued 1,151 administrative penalties.
- Performed 586 securing abatements.
- Issued 537 Municipal citations.
- Utilized \$125,050.00 of CDBG funds in demolishing structures.

DEMOLITIONS

Program 5360

Program Description

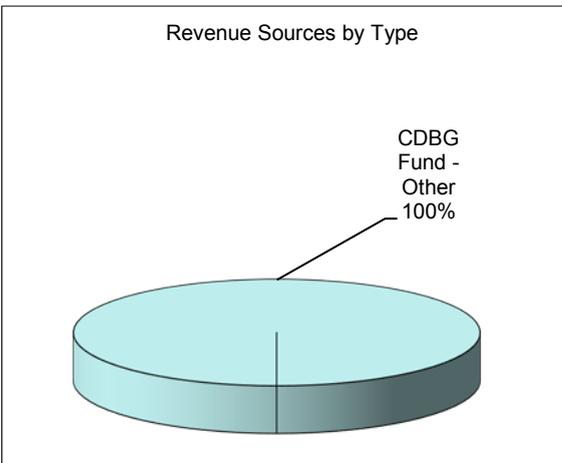
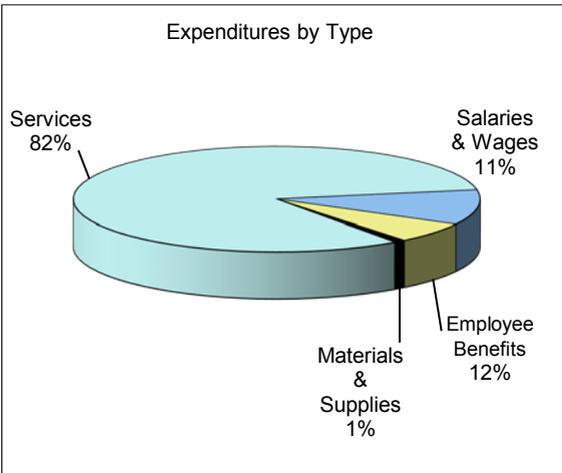
Through this program, federal funding is used to eliminate slum and blight conditions by securing or demolishing dilapidated, abandoned, or dangerous structures thereby assuring public health and safety. The Historic Preservation Planner also provides historic preservation review compliance for rehab and demolition projects using State and Federal funding.

Staffing Detail

Historic Preservation Planner

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0.5	0.5	0.5	0.5
0.5	0.5	0.5	0.5

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services
 Capital

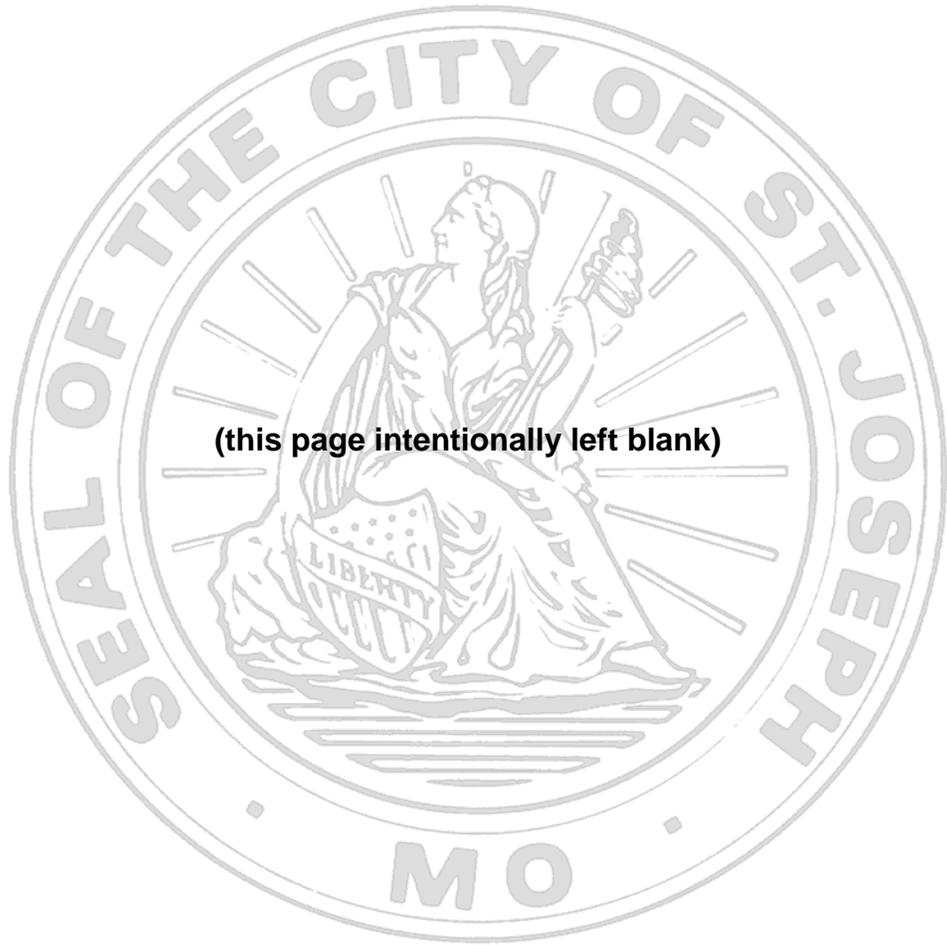
Total

Revenue Sources:

Principal Earnings
 Interest Earnings
 Fed Entitlmnt Grnt
 CDBG Fund - Other

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
110,739	115,342	88,020	28,573
45,896	57,622	45,958	16,925
2,413	3,555	2,422	2,455
161,886	219,650	219,650	219,615
0	0	0	0
320,934	396,169	356,050	267,568
10,628	0	0	0
1,843	0	0	0
0	0	0	0
308,463	396,169	356,050	267,568
320,934	396,169	356,050	267,568



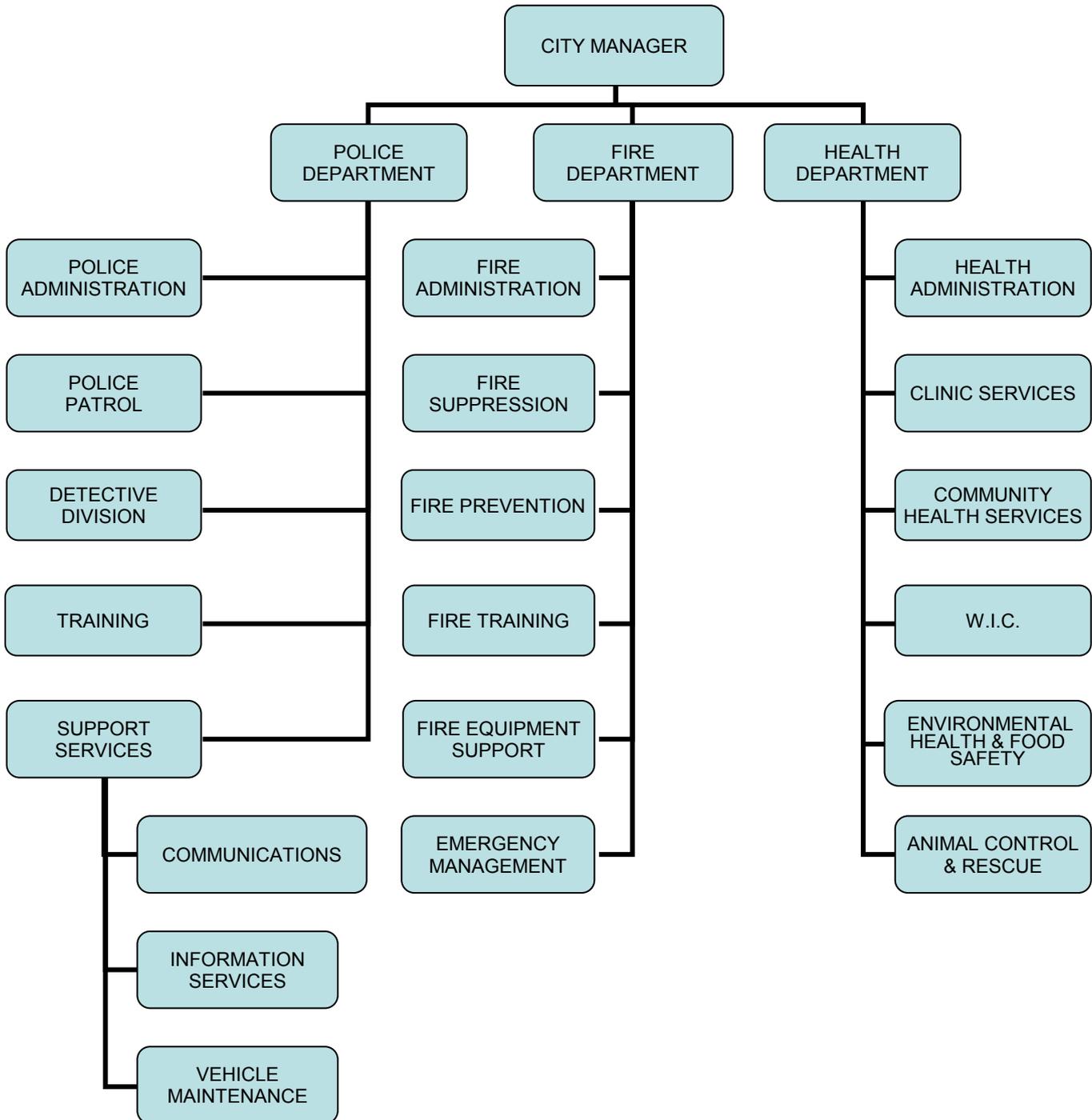
(this page intentionally left blank)

PUBLIC SAFETY DEPARTMENTS

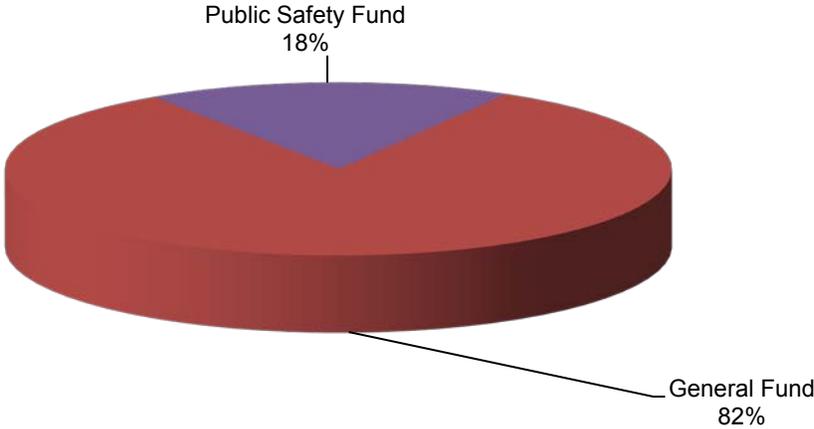
The Public Safety Departments - the St. Joseph Police Department, St. Joseph Fire Department and St. Joseph Health Department - provide a wide range of public safety services, detailed in the following pages.

Services are funded through the public safety property tax, general property taxes, general sales taxes, the 2013 voter approved half-cent public safety sales tax, charges for services, and a variety of state and federal grants.

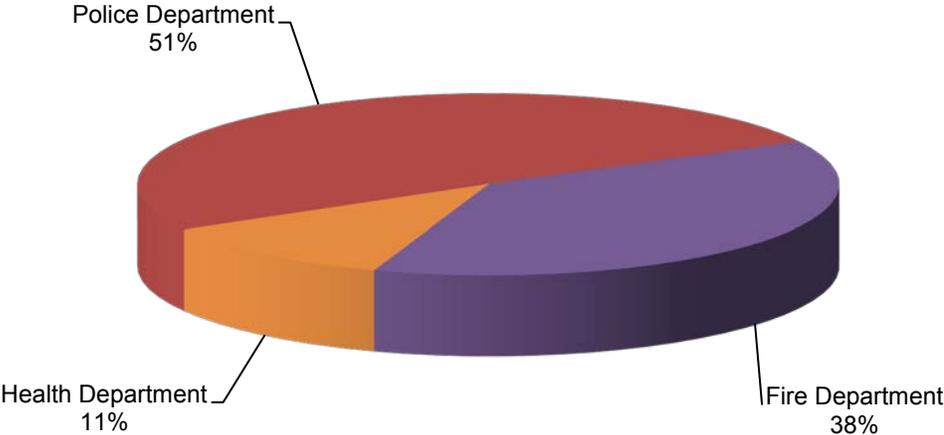
TOTAL BUDGETED RESOURCES: \$ 39,033,743



PUBLIC SAFETY SOURCES & USES



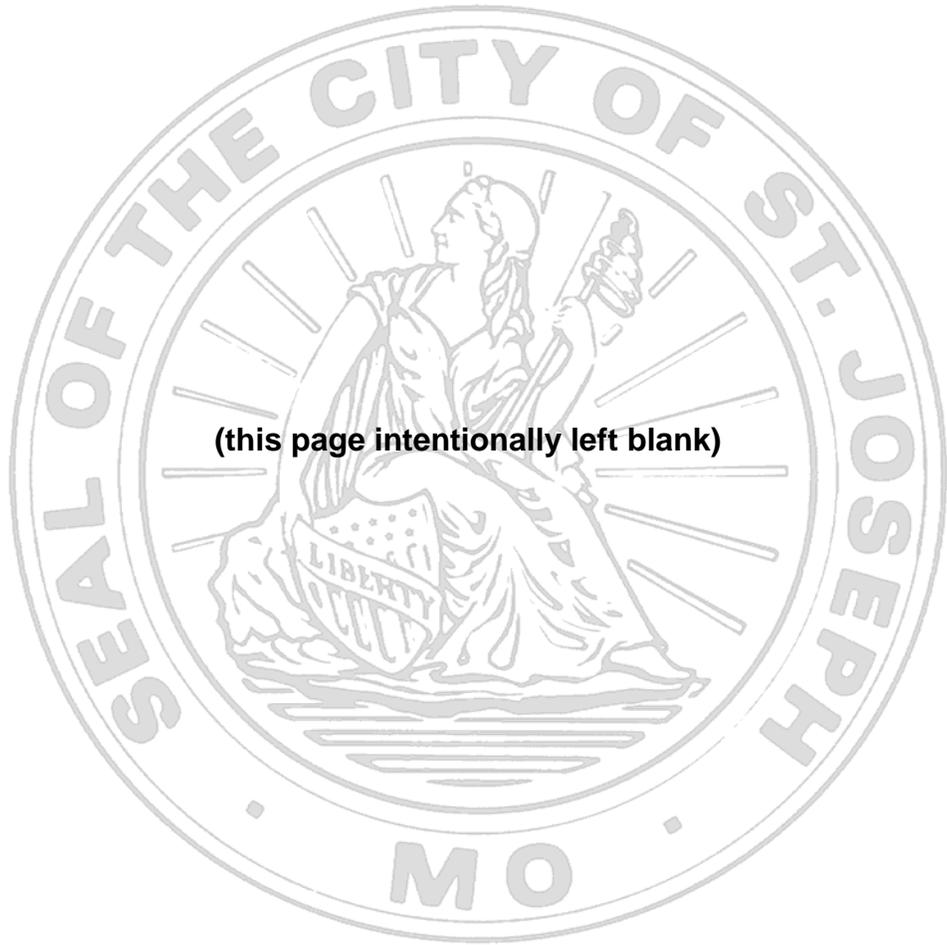
FUNDING SOURCES



PROGRAM USES

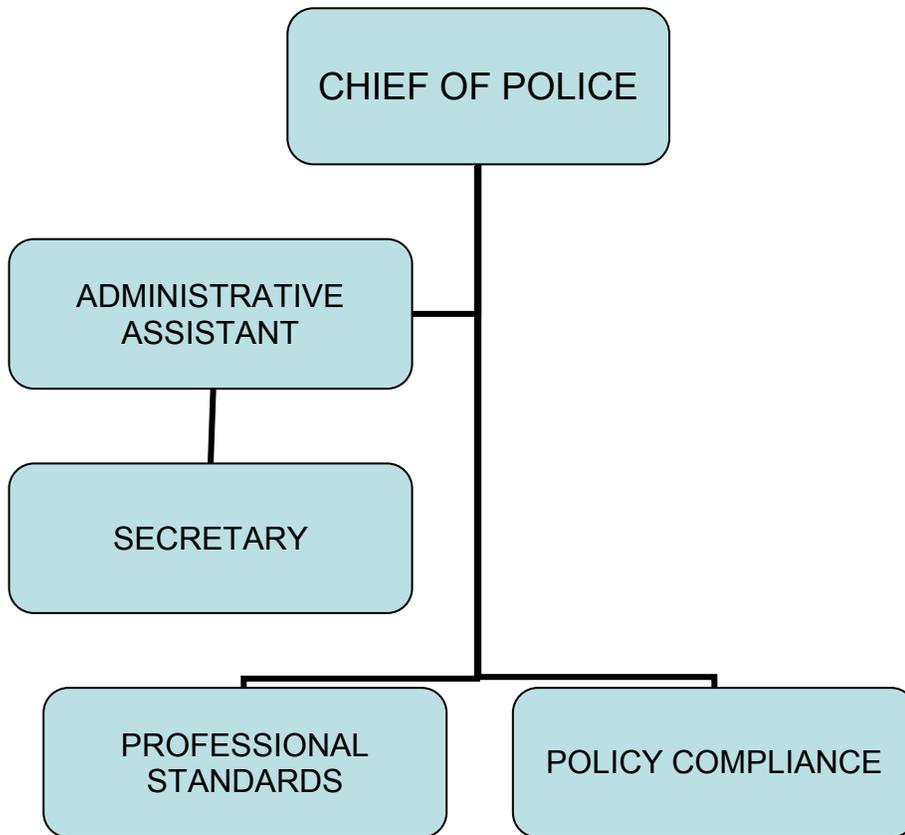
PUBLIC SAFETY DEPARTMENTS SUMMARY

		2017-18		2018-19		2019-20
		Actual	Adopted Budget	Estimated Actual	Budget	
ACCOUNT TYPE						
Salaries & Wages		17,799,852	19,633,412	18,337,836		18,303,268
Retired Fire "Consultant" Pay		117,815	115,825	115,825		135,000
Payroll Expenses & Benefits		10,361,232	11,114,475	11,461,487		11,031,564
Materials & Supplies		836,891	910,144	1,166,668		739,755
Utilities & Other Contracted Services		3,522,399	3,619,153	3,695,754		3,615,402
Transfers		4,920,140	5,518,270	5,518,270		4,694,499
Capital Outlay		908,056	758,075	777,483		317,756
Debt Service		0	0	0		196,500
		38,466,383	41,669,354	41,073,324		39,033,743
USES BY PROGRAM						
	DEPARTMENT					
Police Administration	Police	957,493	1,318,535	1,208,745		871,792
Patrol Operations	Police	6,732,874	7,196,351	7,034,820		7,043,212
Detective Division	Police	2,378,996	2,504,870	2,525,850		2,471,609
Public Safety Tax - Police	Police	4,659,193	4,955,570	4,878,682		4,300,588
Training	Police	146,896	161,579	163,333		154,896
Support Services	Police	812,197	856,010	851,679		833,427
Police Communications	Police	2,543,613	2,765,747	2,745,622		2,752,787
Information Services	Police	632,427	680,208	681,643		684,916
Police Maintenance	Police	460,786	733,980	737,961		456,724
Grant Funded Programs	Police	99,798	147,965	232,134		157,838
Fire Administration	Fire	469,552	751,277	551,138		192,102
Fire Suppression	Fire	10,726,658	11,306,981	11,026,708		11,293,969
Fire Prevention	Fire	405,366	468,007	434,612		470,976
Fire Training	Fire	246,682	263,884	271,854		264,534
Fire Equipment Support	Fire	538,149	440,916	401,707		386,397
Emergency Management	Fire	107,044	120,758	147,435		122,488
Public Safety Tax - Fire	Fire	2,327,830	2,448,657	2,449,857		2,135,400
Health Administration	Health	876,004	931,462	1,041,086		803,821
Clinic Services	Health	1,030,744	1,092,645	1,075,601		967,105
Community Health Services	Health	334,954	314,155	357,167		438,757
WIC Services	Health	438,093	494,980	490,435		516,270
Health/Food Safety	Health	236,650	283,027	268,399		235,519
Animal Control/Rescue	Health	859,690	946,018	1,011,084		1,008,581
Public Safety Tax - Health	Health	444,693	485,771	485,771		470,036
		38,466,383	41,669,354	41,073,324		39,033,743
FUNDING SOURCES						
General Fund		31,034,667	33,779,356	33,259,014		32,127,720
Public Safety Fund		7,431,716	7,889,998	7,814,310		6,906,024
		38,466,383	41,669,354	41,073,324		39,033,743
STAFFING SUMMARY						
Police		180.0	185.0	185.0		187.0
Fire		131.0	131.0	131.0		131.0
Health		44.5	44.5	44.5		44.5
		355.5	360.5	360.5		362.5



(this page intentionally left blank)

POLICE ADMINISTRATION



Police Administration

Mission

The mission of the Police Administration Division is to ensure professional police service through the establishment of department goals and objectives and the assurance that they are being accomplished; the creation and adherence to department written directives; and the insistence on excellent communications with those outside the department.

Core Services

- Administer the financial, operational and capital budgets of the department.
- Manage the overall working of the department to provide a safe and secure community environment.
- Create a more involved, responsible community by building stronger community partnerships and improving customer service.
- Provide organizational leadership and support.
- Ensure effective communications between Administration and line officers.
- Educate the public as to general police procedures and give them information they can use to effectively work with the Police Department through the Citizen's Police Academy.
- Coordinate strategies to reduce crime, the fear of crime, and improve quality of life for the citizens of St. Joseph.
- Coordinate the achievement of goals and objectives in the multiyear strategic plan.
- Work with Division Commanders in setting annual goals, and monitor achievement.

Current Year Activity/Achievements

- Continued implementation of crime reduction strategy Informed Response through Intelligence and Statistics, and began using predictive analysis.
- Maintain State Certification standards for performance and administration of the police department, audits completed
- Added 2 commissioned personnel.
- Overcame staff reductions related to Military deployments, retirements, FMLA, and officer injuries while hiring and training new personnel and continuing to meet or exceed the level of services provided in the past.
- Conducted background investigations for new hires.
- Continued implementation of the 2021 Strategic Plan.
- Attended weekly public meetings and provided presentations to citizen groups including Neighborhood Watch, Community Police Advisory Committee, etc.
- Completed the Annual Report for calendar year 2018.
- Completed transition to Missouri Incident Based Reporting System (MIBRS) and reported out 2018 crime statistics.

Budget Challenges/Planned Initiatives

- Coordinate the achievement of goals and objectives established in the multiyear strategic plan.
- Manage overtime to ensure adequate services are provided for the most serious crimes, while continuing to address other crime and quality of life issues in the community.
- Monitor monthly activity reports and progress on long term and short term goals and objectives.
- Enhance relationships with citizens and partner agencies.
- Ensure consistent compliance with department policies, procedures, as well as state and federal laws.
- Continue to investigate allegations of misconduct.
- Identify areas we can improve services.
- Respond to every complaint filed by a citizen.
- Maintain certification in Missouri Incident Based Reporting System (MIBRS).
- Maintain standards for Missouri State Certification.

Performance Statistics

- Number of "Use of Force" incidents reviewed: 315
- Number of pursuits reviewed: 69
- Number of documented complaints investigated: 66
- Total Part I crimes reported: 5,131
- Total crimes reported: 11,715
- Total traffic crashes: 2,269
- Number of new hire background investigations: 17

POLICE ADMINISTRATION

Program 8340

Program Description

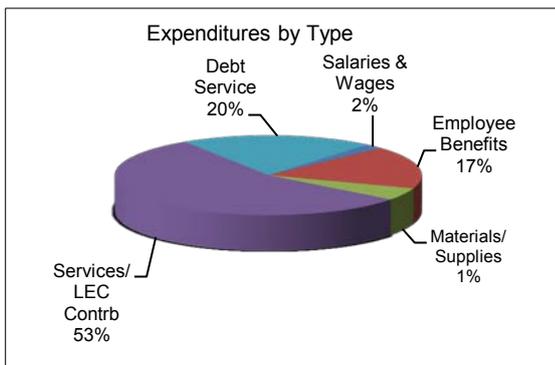
The Police Chief and staff ensure professional police service through the establishment of department goals and objectives and the assurance that they are being accomplished; the creation and adherence to department written directives; and the insistence on excellent communications with those outside the department. The Buchanan County Law Enforcement Center serves as the operational headquarters of the St. Joseph Police Department. The City pays 40% of the total L.E.C. operating budget and 50% of capital purchases. That expenditure is also budgeted in this program.

Staffing Details

Police Chief
 Police Sergeant
 Administrative Asst to the Chief
 Secretary

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
2	2	2	2
1	1	1	1
1	1	1	1
5	5	5	5

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials/Supplies
 Services/LEC Contrb
 Debt Service

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual
326,103	616,904	21,532	18,282
150,717	153,996	642,237	168,514
11,488	7,600	6,600	(48,608)
469,185	540,035	538,376	537,105
0	0	0	196,500
957,493	1,318,535	1,208,745	871,792

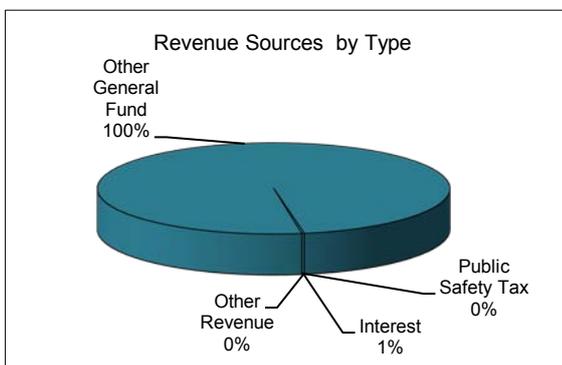
Total

Revenue Sources:

Other Revenue
 Interest
 Public Safety Tax
 Other General Fund

345	50	125,296	50
140	100	313	2,120
0	0	0	0
957,008	1,318,385	1,083,136	869,622
957,493	1,318,535	1,208,745	871,792

Total



PUBLIC SAFETY - POLICE

Program 2295

Program Description

This program is funded totally through the 1/2 cent Public Safety Tax. Expenditures for the additional personnel hired, per the plan approved by the voters, are accounted for in this program. Staff are assigned to various other divisions within the department. Eventually the department hopes to create a variety of positions in Patrol, Detectives, and the support areas. Transfers are also made to the Police Department in the General Fund to cover salary enhancements for the department employees.

Staffing Details

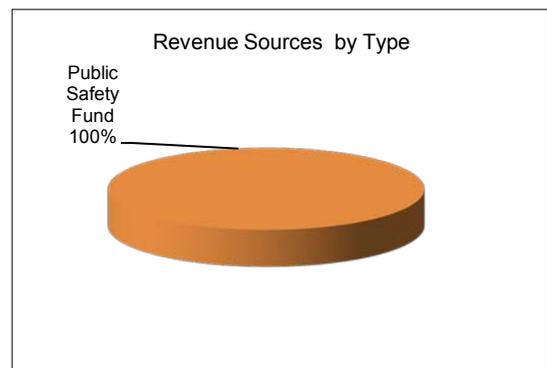
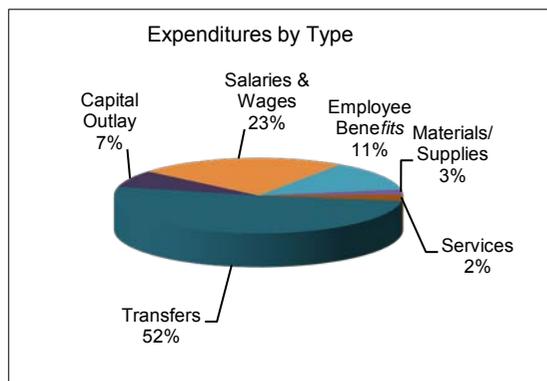
Staffing Detail

Sergeant
Patrol Officer

2017-18	2018-19		2019-20
	Actual	Adopted Budget	
1	1	1	1
17	19	19	19
18	20	20	20

Wages & other related staff costs for the new positions are budgeted here.

Operating Budget Summary



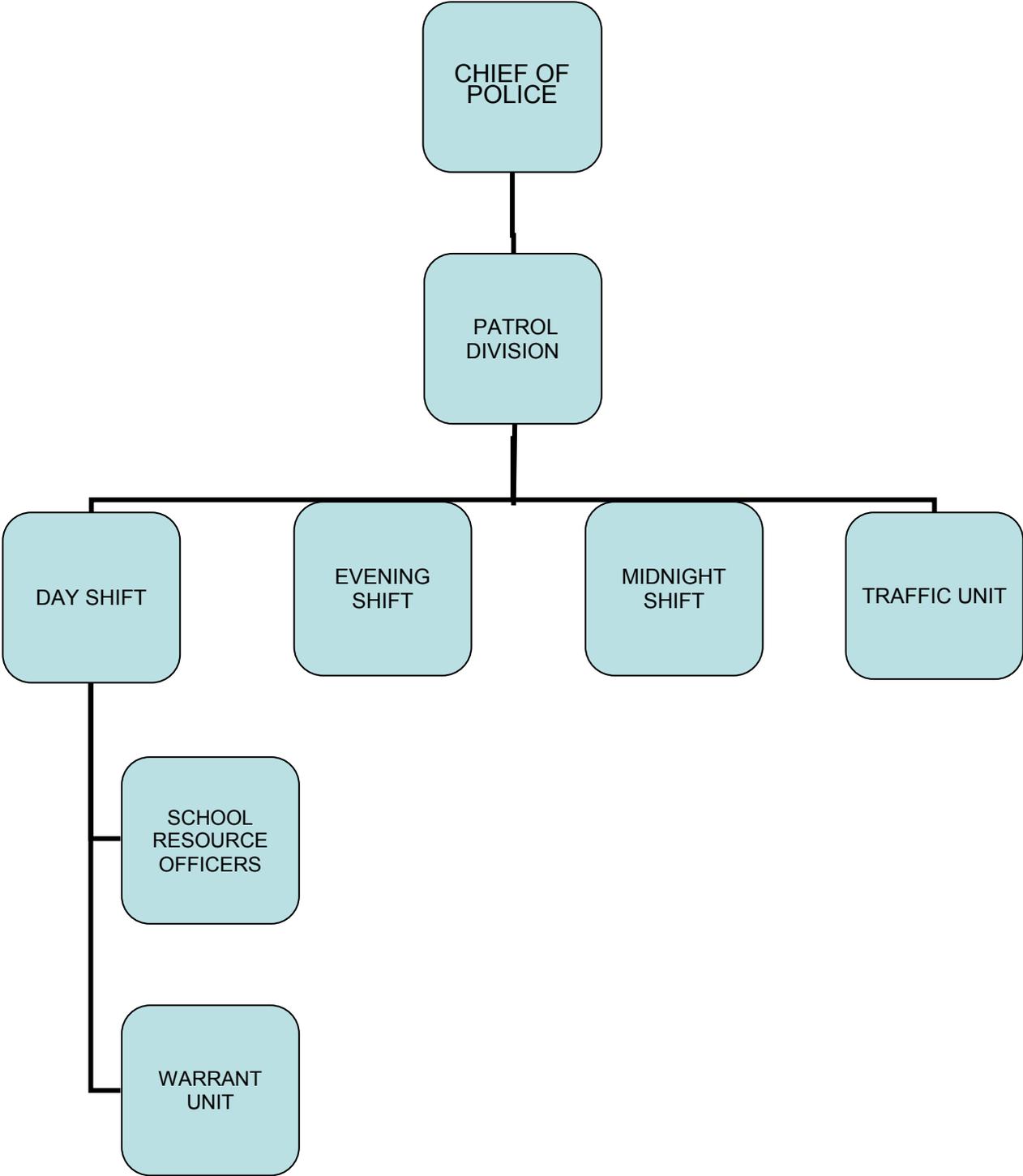
Expenditures:

Salaries & Wages
Employee Benefits
Materials/Supplies
Services
Transfers
Capital Outlay

Total
Revenue Sources:
Public Safety Fund
Total

2017-18	2018-19		2019-20
	Actual	Adopted Budget	
822,230	994,214	945,815	1,006,817
488,230	573,854	559,534	550,437
129,806	125,510	123,821	104,818
77,377	104,240	104,240	103,515
2,369,727	2,845,467	2,845,467	2,217,245
771,823	312,285	299,805	317,756
4,659,193	4,955,570	4,878,682	4,300,588
4,659,193	4,955,570	4,878,682	4,300,588
4,659,193	4,955,570	4,878,682	4,300,588

PATROL OPERATIONS



Patrol Operations

Mission

The Patrol Division is a 24 hour operation responsible for responding to calls for service and initiating enforcement activities within the 46.5 square miles of the City of St. Joseph. In addition, the division participates in planning and provides manpower for the security needs of the many special events held within the city. The division is comprised of 93 commissioned officers and one civilian clerk, divided into three shifts. Each shift is responsible for an 8 hour tour of duty.

Core Services

- Respond to calls for service and enforce Federal, State and Municipal laws or ordinances.
- Enforce traffic safety laws and investigate traffic crashes.
- Maintain specialized units to provide specific services to include: Special Response Team, Warrants Unit, K-9 Unit, and School Resource Officers.
- Serve felony and misdemeanor arrest warrants.
- Work with other agencies and city departments to provide a unified response in emergency situations.

Current Year Activity/Achievements

- During 2018 the division worked to continue the development of partnerships with business and neighborhood groups.
- Officers from all shifts participate in regular group meetings and attend neighborhood meetings in their assigned areas.
- This provides citizens with more contact with officers assigned to specific areas and neighborhoods.
- The Department hired 9 new Officers during the year to fill vacancies and positions created retirements and completely fill all budgeted positions.
- Day shift Officers make regular visits to the elementary schools.
- With partnership with the school district we added one new SRO position.

Budget Challenges/Planned Initiatives

- Maintain items needed to efficiently run the division.
- Keep Officers trained as required by State Certification requirements.
- Keep staffing at optimum levels in patrol.
- Continue positive community interaction by participating in meetings with various citizen and business groups.
- Continue working towards the goals and objectives set out in the multi-year strategic plan.
- Continue with a replacement plan for equipment for various units to keep technology updated.

Performance Statistics

- Number of calls for service in 2017: 55,582 in 2018: 52,809
- Number of self-initiated activities in 2017: 36,852 in 2018: 44,708
- Number of Traffic Summons issued in 2017: 15,297 in 2018: 16,168
- Number of Adult arrests in 2017: 6322 in 2018: 6811
- Number of School Resource Officer Cases in 2017: 553 in 2018: 460
- Average response time (priority calls): in 2017: 11m 55s in 2018: 11m 29s

PATROL OPERATIONS

Program 2210

Program Description

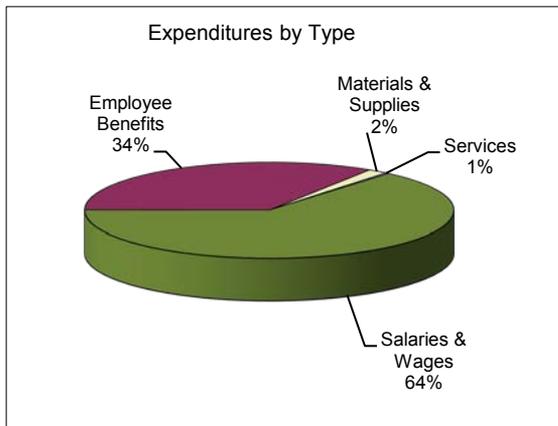
To enforce Federal, State and local laws by providing 24 hour responses to public safety emergency , non-emergency situations and other incidents that require police intervention or participation in order to protect life and property and to promote a sense of safety and well being in the community.

Staffing Details

Police Commander
 Police Captain
 Police Sergeant
 Police Officer
 School Resource Officers
 Patrol Clerk

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	3	3	3
11	11	11	11
61	60	60	60
4	5	5	7
1	1	1	1
81	81	81	83

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services
 Capital Outlay

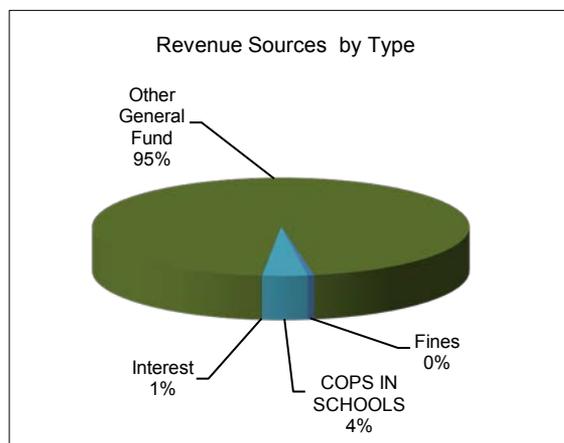
Total

Revenue Sources:

Fines
 Other Revenue
 Interest
 COPS IN SCHOOLS
 Other General Fund

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
4,141,754	4,471,360	4,269,460	4,500,711
2,476,413	2,575,311	2,515,308	2,400,371
109,586	119,160	221,532	121,170
23,122	30,520	28,520	20,960
(18,000)	0	0	0
6,732,874	7,196,351	7,034,820	7,043,212
42,900	39,000	39,000	39,000
107,364	0	0	0
833	100	2,086	2,090
166,203	207,570	207,570	270,378
6,415,574	6,949,681	6,786,164	6,731,744
6,732,874	7,196,351	7,034,820	7,043,212



GRANT FUNDED PROGRAMS

2280

Program Description

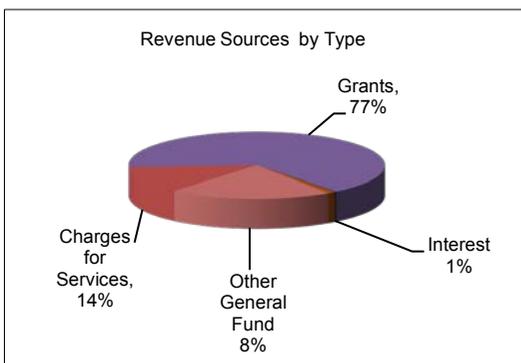
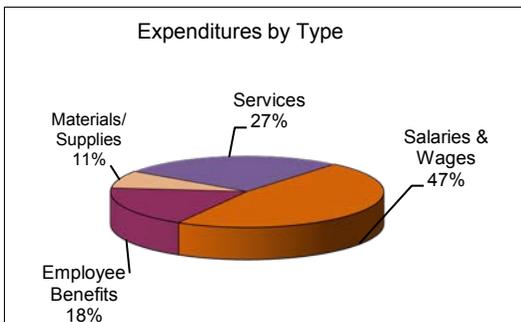
This program was developed to account for the revenues and expenditures by the Police Department from grant or other special revenue sources.

Staffing Details

NA

2017-18	2018-19		2019-20
	Adopted	Estimated	Budget
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



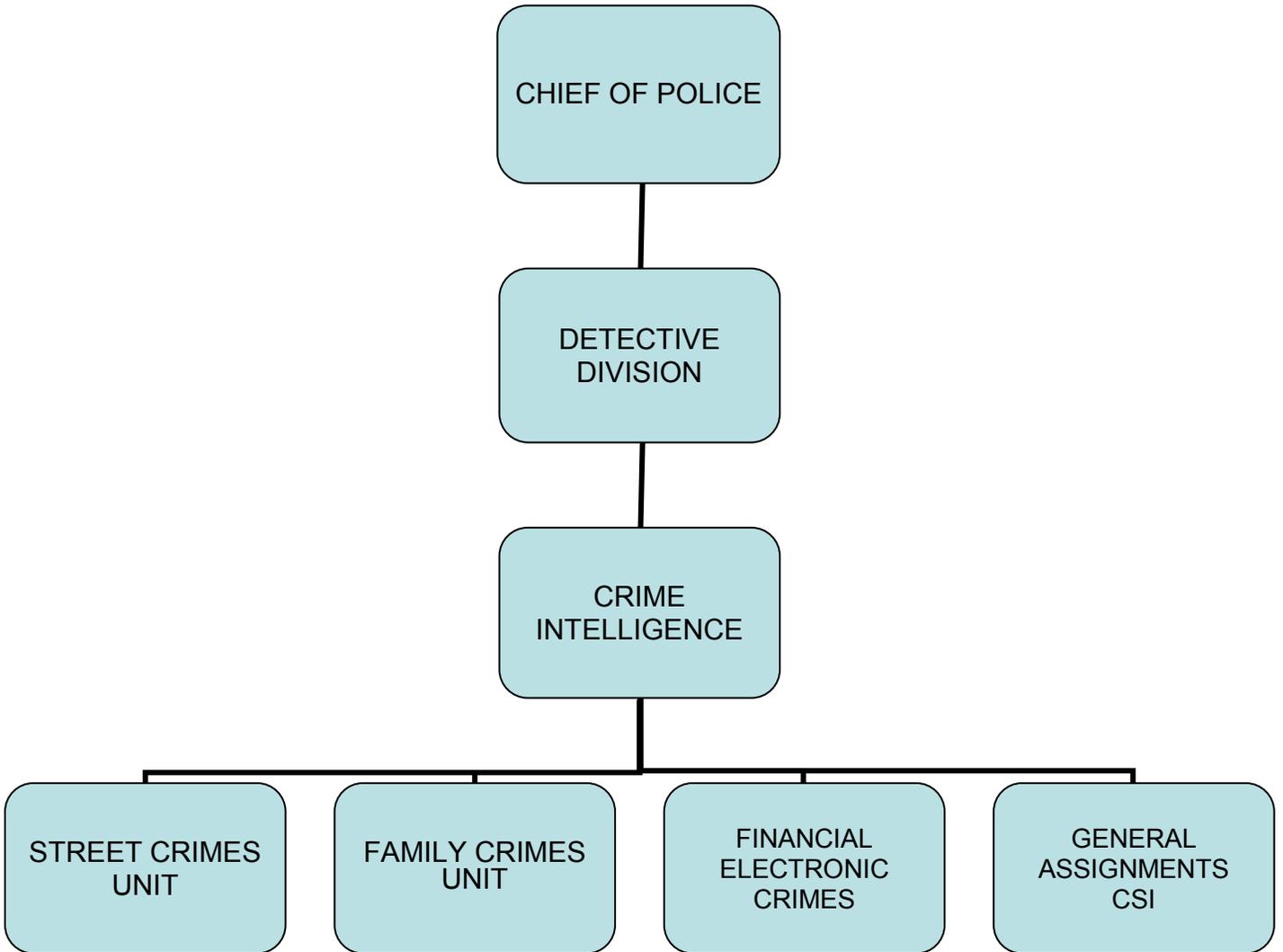
Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	43,849	79,143	88,421	74,514
Employee Benefits	21,892	8,000	10,512	28,867
Materials/Supplies	4,175	16,664	47,872	12,500
Services	29,882	44,158	61,028	41,957
Capital Outlay	0	0	24,301	0
Total	99,798	147,965	232,134	157,838

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services	15,613	15,000	15,000	20,280
Grants	100,840	107,860	192,705	103,240
Interest	301	200	470	475
Other Revenue	100	0	1,500	1,500
Other General Fund	(17,056)	24,905	22,459	32,343
Total	99,798	147,965	232,134	157,838

DETECTIVE DIVISION



Detective Division

Mission

The Detective Division is the investigative branch of the Police Department and as such is responsible for all secondary investigation of crimes that occur within the boundaries of the City of St. Joseph. Members of the Detective Division are responsible for case preparation and assisting in prosecution through court room testimony.

Core Services

- Investigate all crimes assigned; Interview victims, witnesses, and suspects to determine the facts of an incident.
- Direct activities at crime scenes to assist victims, gather and protect physical evidence, and develop leads for further investigation.
- Ensure that all subjects charged in an offense are processed to include photographs and fingerprints to be included in the official record of the case.
- Review department reports and other data pertaining to criminal cases to evaluate solvability factors and establish assignment options.
- Record progress of investigations and maintain informational files on crimes and suspects.
- Assist patrol officers in the apprehension of offenders and serve as a liaison between the department and other agencies.
- Assist in planning and participate in training citizens, students, and businesses in crime prevention tactics.

Current Year Activity/Achievements

- The division was able to obtain valuable equipment through grant funding and budgeted purchases that enhanced the abilities of the investigators to meet the demands of our mission. The Crime Scene Unit and Street Crimes Unit both of which are influenced by changing technology were particularly impacted by the new equipment acquisitions.
- Personnel responsible for conducting criminal investigations require specialized training to compile a professional, thorough, and precise case suitable to submit for prosecution. The division has been fortunate to receive funding through the budget process to assist with this expense.

Budget Challenges / Planned Initiatives

- Personnel movement with the Detective Division continues to be a challenge in terms of equipment, supplies, training and overtime needs.
- Advancements in technology and statutory changes resulting from legislative action are a constant in our field. These occurrences often require unanticipated actions that must be taken with little time for preparation.
- Members of the Detective Division will continue to work toward accomplishing the objectives established in the recently updated Department Strategic Plan that relate to our function.

Performance Statistics

- | | |
|---------------------------------------|-----------------------------------|
| • Total Cases Reviewed - 17,160 | Cleared by Exception - 168 |
| • Total Cases Assigned - 3,398 | Closed by Arrest - 674 |
| • Referred to State Prosecutor - 1055 | Referred to City Prosecutor - 232 |
| • Referred to Juvenile - 83 | Referred to Other - 122 |
| • Open - 653 | Unfounded - 204 |

DETECTIVE DIVISION

Program 2240

Program Description

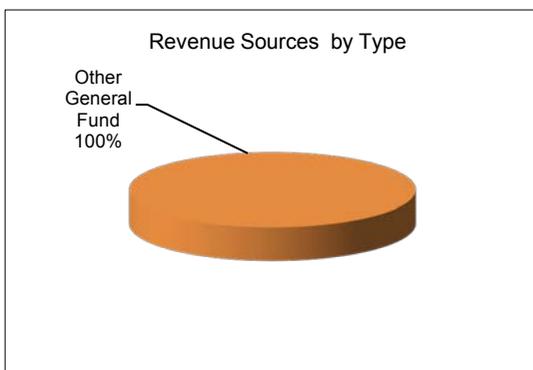
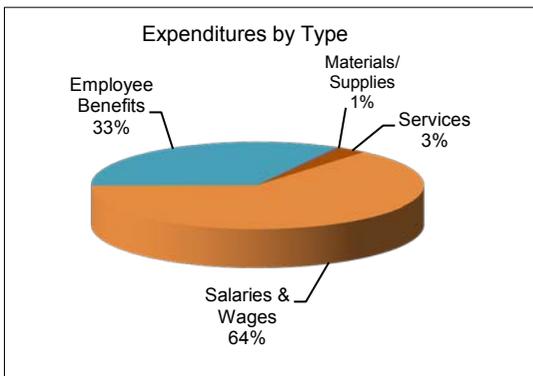
The Detective Division was formed to apprehend suspected offenders, assist in the prosecution of those individuals, and recover stolen property through the investigation of criminal acts that occur within the boundaries of the City. Detectives also provide assistance to the public, other law enforcement agencies and fellow officers.

Staffing Details

Police Commander
 Police Captain
 Police Sergeant
 Police Officer
 Secretary

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
4	4	4	4
18	20	20	20
1	1	1	1
25	27	27	27

Operating Budget Summary



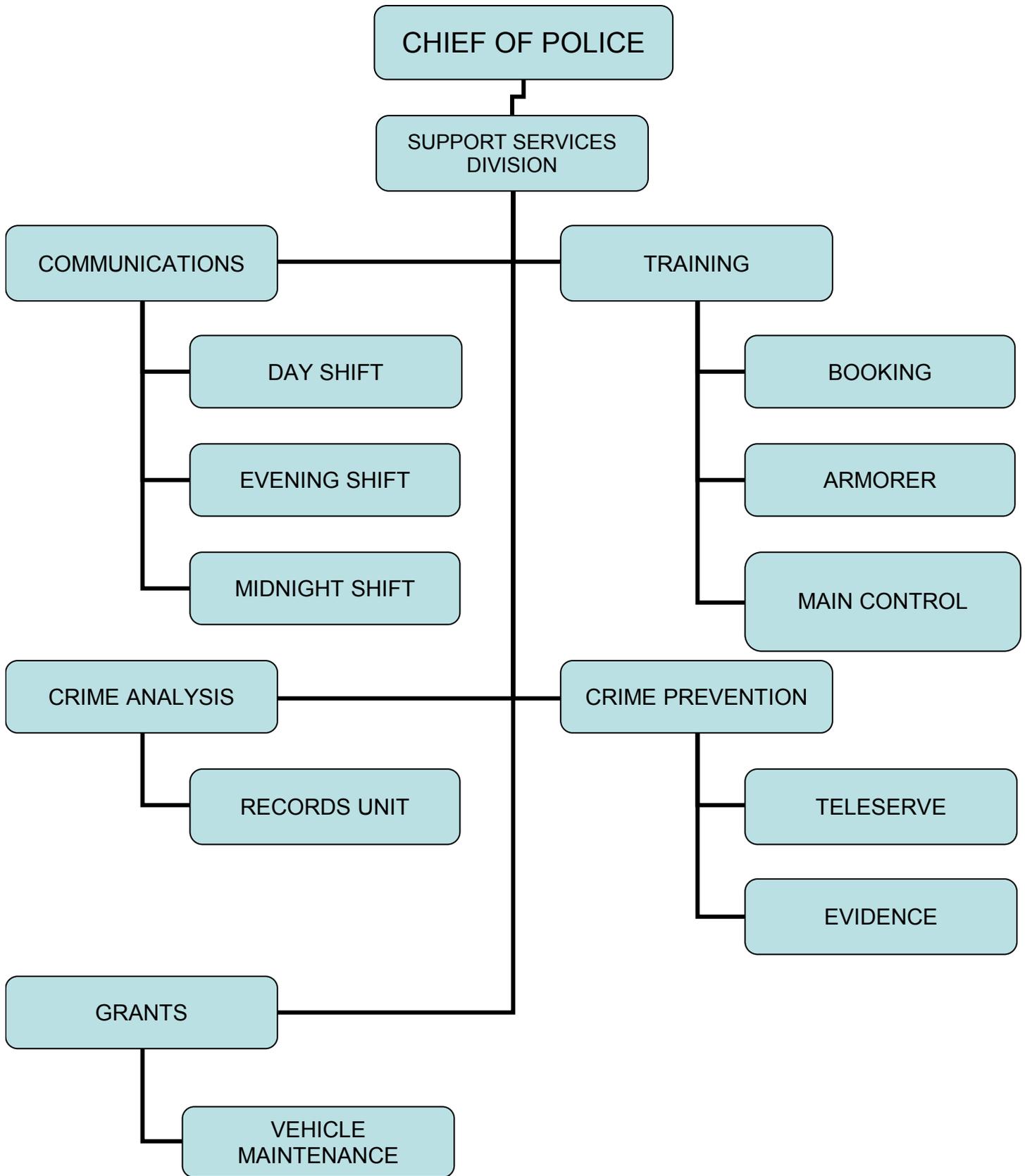
Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted	Estimated	Budget
Salaries & Wages	1,473,533	1,584,307	1,598,485	1,575,334
Employee Benefits	849,247	853,851	865,873	818,695
Materials/Supplies	21,995	13,132	12,712	8,200
Services	34,221	53,580	48,780	69,380
Total	2,378,996	2,504,870	2,525,850	2,471,609

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted	Estimated	Budget
Other General Fund	2,378,996	2,504,870	2,525,850	2,471,609
Total	2,378,996	2,504,870	2,525,850	2,471,609

SUPPORT SERVICES



Support Services

Support Services/Training/Communications Information Services/Vehicle Maintenance

Mission

To enhance the crime fighting capabilities of the department by providing long-range planning and crime analysis intelligence to the department. To educate the public in crime prevention and public education in areas such as police procedures and operational functions. To provide skilled, professional public safety officer training. To maintain the police fleet in a state of good repair. To ensure 24-hour, accurate, clear and timely communication between the public, the Police Department, the Fire Department, and the County Sheriff's Department. To serve as custodial gatekeeper of police records and maintain those records as required by state statute and federal law.

Core Services

- Provide crime analysis and statistical reports to the department.
- Identify specific training needs of department personnel and provide customized public safety training programs for sworn and civilian employees.
- Provide timely, comprehensive preventive vehicle maintenance checks.
- Maintain tracking systems for gas usage, mileage, maintenance and repairs.
- Provide clear, accurate and timely communications between the SJPd, SJFD, Rural Fire Departments, County Sheriff's Department, the public, and Police Dispatch operators.
- Enter data to the MULES system.
- Process all external and internal requests for reports and information.
- Crime Prevention Unit engages in speaking engagements with civic groups, service clubs, neighborhood associations, business groups, etc.

Current Year Activity/Achievements

- February, the department was recognized and certified by MIBRS.
- Completed server/database environment through virtualization.
- Integration web service text to 911 into phone hardware system 1st phase was completed.
- Active 911 application completed for notification Police/Fire incidents.
- Completed training all officers with the use of Narcan.
- Crime Analysis Unit continued to expand in providing crime analysis support to include the use of predictive analysis to enhance patrol strategies.
- Mobile 10 field reporting completed.
- Completed and in use of Virtual Academy training to assist in meeting new POST requirements.
- 9-1-1 For Kids Education Program reached out to over 1,500 children in area schools, and hundreds of children visited the booth at numerous community events. Also expanded the Summer Youth Camp.
- Progression of replacing current ticketing software with Brazzos initiated.

Budget Challenges/Planned Initiatives

- Computer Aided Dispatch program upgrade Enterprise Edition.
- Improve CAD mapping services by continuing with monthly meetings with Fire Dept. to identify and address areas for improvement and any other issue of concern.
- Developing a solution for radio system encryption (AES 256-bit) and acquisition of mobile/portable radios.
- Expansion of Bug-Out-Box with two additional operator positions for Communications.
- Develop a replacement plan for aging consoles in Communications Center.
- Develop a system to track CA requests. (internally and externally).

Performance Statistics

- Number of grants received in 2017 were 18, value of grants received \$126,623.
- Total number of new case reports by Records Unit 17,168.
- Number of incoming 911 calls 55,685.
- Number of calls on the non-emergency line 147,049.
- Number of prisoners booked 3,776.
- Neighborhood Watch Meetings in 85.
- Citizen volunteer hours 1670.
- Number of vehicle maintenance orders 1251.
- Number of miles driven by SJPd fleet 1,122,300.
- Number of citizen completing beverage server class 932.

SUPPORT SERVICES

Program 2250

Program Description

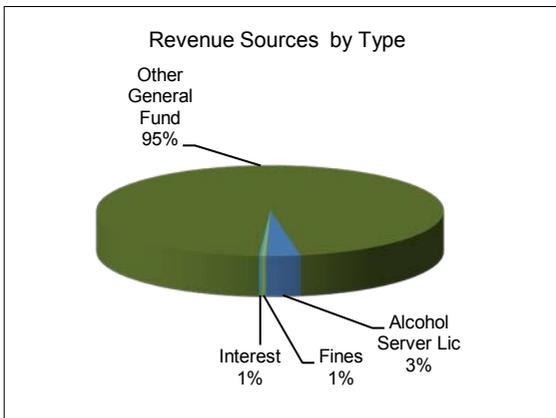
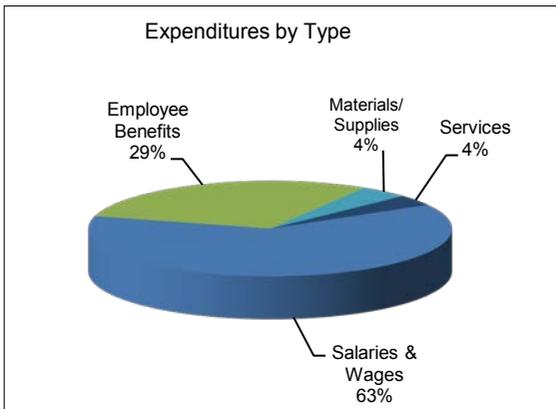
Staff enhance the crime fighting capabilities of the department by providing long-range planning and crime analysis intelligence to the department. It also educates the public in crime prevention and public education in areas such as police procedures and operational functions. The Police Commander in this division also oversees the operations of the Training, Information Services, Maintenance, and Communications divisions.

Staffing Details

Police Commander
 Police Sergeant
 Police Officer
 Booking Officer
 Booking Officer PT 2 / 1 PT as needed

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	3	3	3
1	1	1	1
4	4	4	4
1.5	1.5	1.5	1.5
10.5	10.5	10.5	10.5

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted	Estimated	Budget
		Budget	Actual	
Salaries & Wages	501,916	520,081	520,659	521,110
Employee Benefits	258,343	269,205	267,639	245,387
Materials/Supplies	33,096	34,230	34,642	36,230
Services	18,841	32,494	28,739	30,700
Total	812,197	856,010	851,679	833,427

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted	Estimated	Budget
		Budget	Actual	
Alcohol Server Lic	26,845	28,000	28,000	26,640
Fines	6,000	5,000	5,000	3,000
Interest	1,372	1,000	2,653	2,125
Other Revenue	635	0	0	0
Other General Fund	777,345	822,010	816,026	801,662
Total	812,197	856,010	851,679	833,427

TRAINING

Program 2260

Program Description

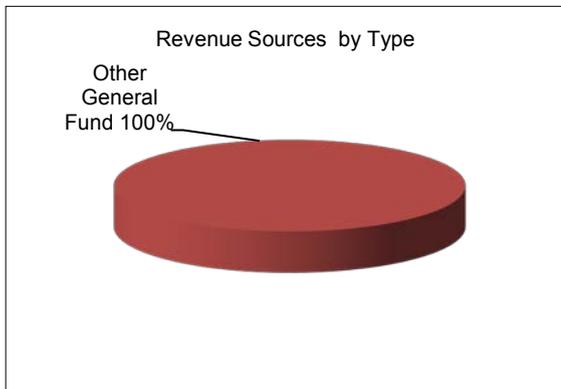
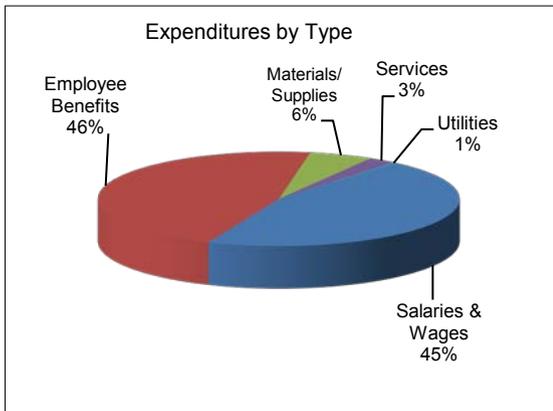
This Unit is responsible for in-service training, specialized seminars, and the mandated, Missouri Police Officers Standards of Training Commission (P.O.S.T.) training in order to provide skilled, professional public safety officers.

Staffing Details

Police Sergeant

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials/Supplies
 Services
 Utilities

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
56,816	70,076	69,913	70,075
74,306	75,083	77,086	71,901
10,298	8,830	9,797	8,830
5,180	7,290	6,290	3,790
296	300	247	300
Total	146,896	161,579	163,333

Revenue Sources:

Other Revenue
 Other General Fund
Total

973	0	0	0
145,923	161,579	163,333	154,896
Total	146,896	163,333	154,896

VEHICLE MAINTENANCE

Program 2290

Program Description

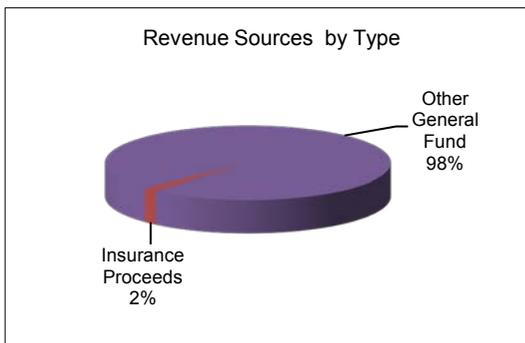
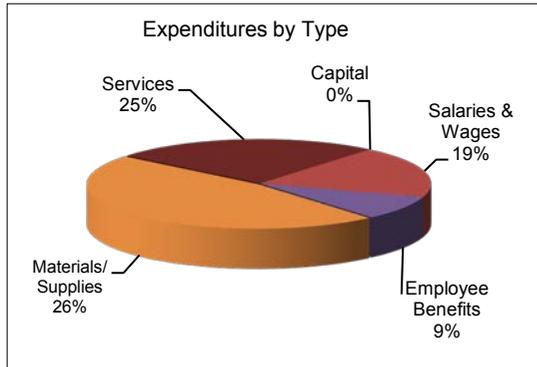
Staff maintain the police fleet in a state of good repair by conducting timely, comprehensive preventive maintenance checks. With the increase in the number of officers starting in FY2015, the number of vehicles in the fleet will increase. FY2018 fleet will consists of 49 marked and 41 unmarked vehicles, 5 trucks and vans, 5 SUVs, 3 motorcycles, 4 trailers, 1 armored vehilce and 1 command post.

Staffing Details

Master Mechanic
Auto Mechanic

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	79,614	85,724	86,925	85,897
Employee Benefits	36,753	38,146	38,604	40,192
Materials/Supplies	184,297	211,120	206,253	214,855
Services	141,082	112,200	119,389	115,780
Capital	19,040	286,790	286,790	0
Total	460,786	733,980	737,961	456,724
Revenue Sources:				
Insurance Proceeds	24,363	0	4,927	7,500
Other General Fund	436,423	733,980	733,034	449,224
Total	460,786	733,980	737,961	456,724

COMMUNICATIONS

Program 2910

Program Description

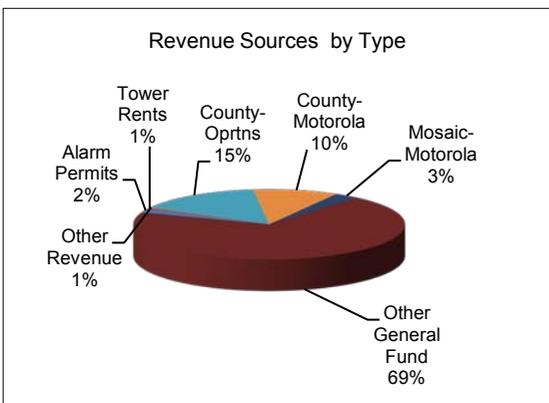
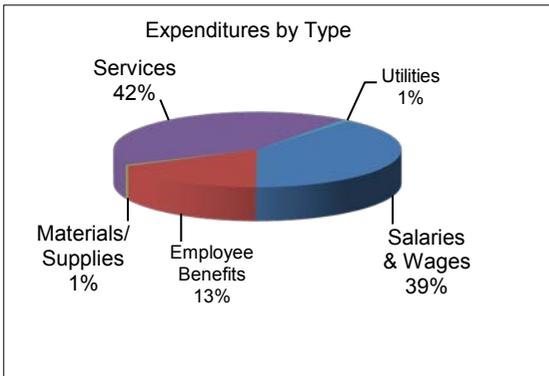
The police communications center ensures that accurate, clear and timely communication occurs between the public, the Police Department, the Fire Department, the ambulance service, the County Sheriff's Department and outlying fire districts by providing routine and emergency public safety communications service twenty-four hours a day, seven days a week.

Staffing Details

Police Captain
 Senior Communications Operator
 Communications Operator
 Public Safety Network Administrator
 Communication Operators (PT) (2) as needed in lieu of overtime

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
4	4	4	4
17	18	18	18
1	1	1	1
1	1	1	1
24	25	25	25

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	937,918	1,068,830	1,064,071	1,074,843
Employee Benefits	397,663	464,546	456,584	485,294
Materials/Supplies	14,221	14,870	12,601	12,870
Services	1,175,738	1,196,501	1,195,501	1,158,780
Utilities	18,073	21,000	16,865	21,000
Total	2,543,613	2,765,747	2,745,622	2,752,787

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Alarm Permits	47,121	47,000	47,000	48,000
Tower Rents	16,692	17,000	17,000	16,100
Other Revenue	10,132	6,200	6,200	5,400
County-Oprtns	402,989	412,985	412,985	412,900
County-Motorola	280,741	282,000	282,000	281,500
Mosaic-Motorola	70,185	70,432	70,432	78,000
Other General Fund	1,715,752	1,930,130	1,910,005	1,910,887
Total	2,543,613	2,765,747	2,745,622	2,752,787

INFORMATION SERVICES

Program 2920

Program Description

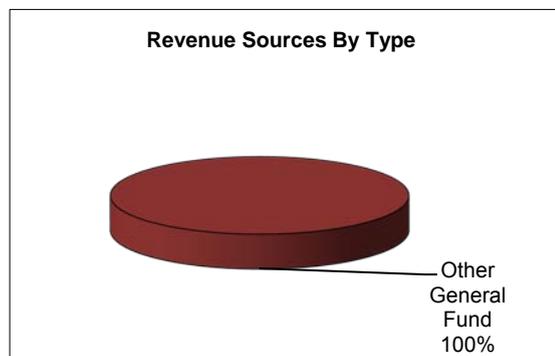
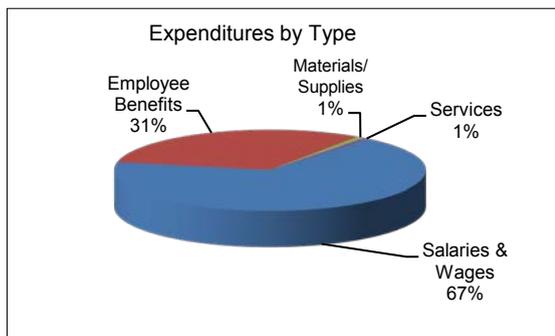
Staff provide direct and indirect support services to the various units of the Police Department as well as direct service to the public by maintenance of police records, teleserve and main control activities.

Staffing Details

Police Records Supervisor
 Evidence Control Technician
 Police Report Specialist
 Police Records Clerk
 Main Control Technician
 Police Records Clerk (PT)
 Main Control Technician (PT) (Paid directly in PS Tax - Police)
 Evidence Control Technician (PT) (Paid directly in PS Tax - Police)

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2
4	4	4	4
4	4	4	4
0.5	0.5	0.5	0.5
0.5	0.5	0.5	0.5
0.5	0.5	0.5	0.5
13.5	13.5	13.5	13.5

Operating Budget Summary



Expenditures:

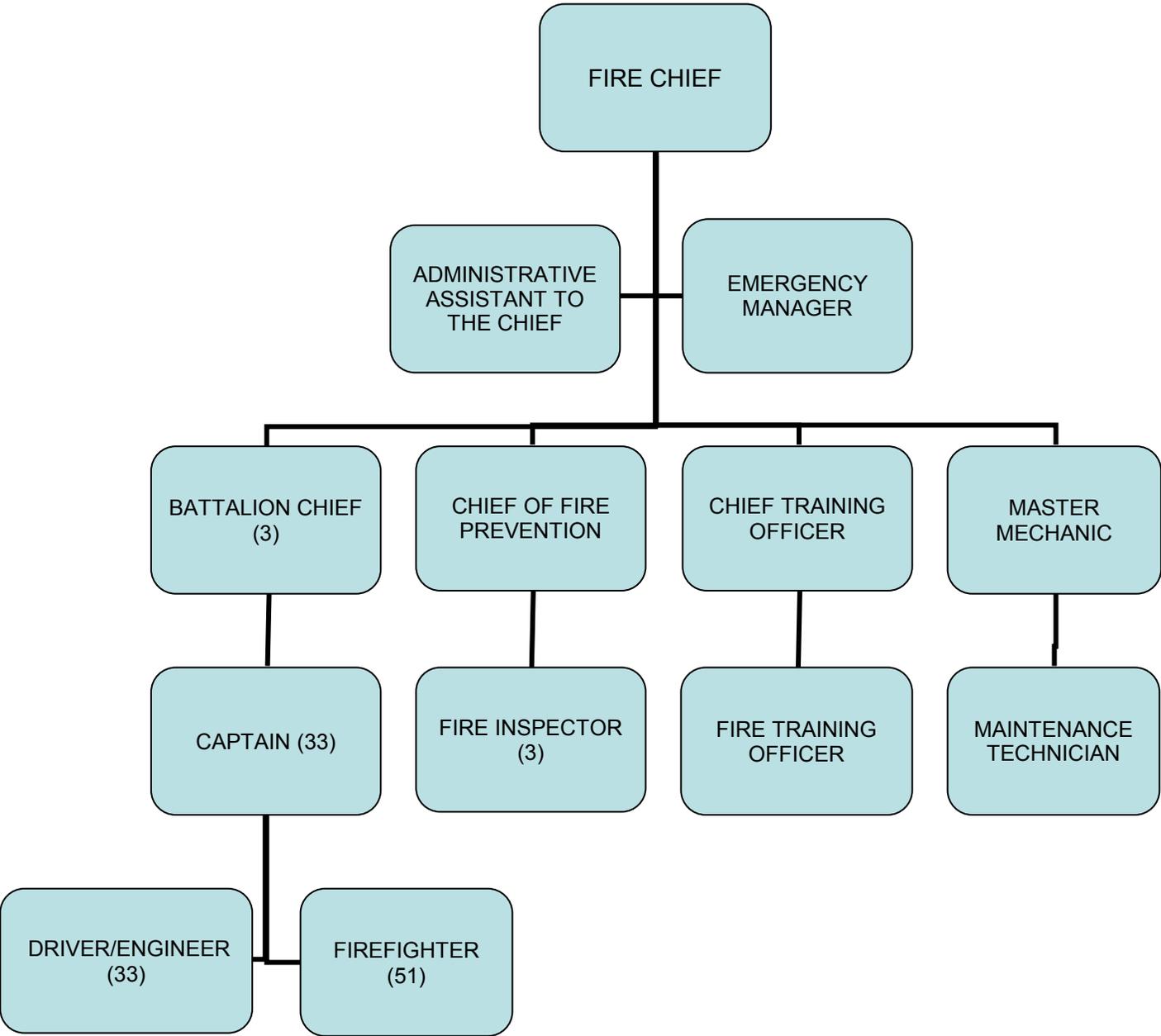
	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	435,624	454,636	462,727	459,054
Employee Benefits	187,945	211,082	206,226	214,772
Materials/Supplies	5,827	6,500	5,700	5,600
Services	3,032	7,990	6,990	5,490

Total

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Other General Fund	632,427	680,208	681,643	684,916
Total	632,427	680,208	681,643	684,916

FIRE DEPARTMENT



Fire Administration

Mission

To provide creative and innovative leadership in the emergency and non-emergency fire and EMS services that we provide for the citizens of St. Joseph.

Core Services

- Oversee the daily operations pertaining to Fire Suppression, Fire Training, Fire Prevention and Fire Maintenance.
- Interact with and ensure that the emergent and non-emergent needs of the business community and the general public are met.
- Ensure the completion of all Capital Improvement Program projects relevant to the Fire Department.
- Provide budgeting and oversight services to ensure fiscal control.
- Acts as a member of the Labor Negotiating Committee for the contract with the IAFF.
- Provide the best customer service possible to both the public and our fellow City employees.

Current Year Activity/Achievements

- Completed and opened two new fire stations at 3200 Faraon and 2316 So 22nd.
- We were able to complete a phase two environmental study on the Hansen Mead building located southeast of the Headquarters station.
- The Fire Department with the help of the visitor and convention bureau hosted the Firefighters Association of Missouri's annual Conference. Approximately 250 firefighter and their families attended the 3 day event.
- RFP's were done for the possible sale and reuse of old stations 9 and 11. After a lukewarm response to the RFP's it was decided to deed Station 11 to Habitat for Humanity and lease the organization Station 9 for storage.
- For the second year, we were able to offer NFPA physicals to our firefighters. Physicals were done on site and included a visit with the doctor.
- We had 11 firefighters meet the "Fit as a Rookie" requirements of at least 100 hours of physical fitness.
- Worked with Legal, EPA and MoDNR on HPI buildings and chemical storage. This included a public meeting.
- Fire Department paramedics assisted the Health Department with their annual flu clinic and we provided EMS coverage at two major softball tournaments hosted by the Parks Department.
- Negotiated and signed a new contract with Local 77 that was approved and in place in early 2018.
- We completed our ISO inspection and expect results in 2019.

Budget Challenges/Planned Initiatives

- Continue to upgrade fleet through public safety funding.
- Pursue grants through various local, state, and national grants.
- Continue with NFPA physicals and implement additional methods and procedures to reduce cancer among our firefighters.
- Current radios are no longer able to be repaired and will need to be replaced in very near future.
- Continue to review General Orders and Standard Operation procedures with staff and Local 77.
- Work to maintain and improve our ISO rating by improving our training processes and station relocations.
- Need to purchase land for Station 8 and a possible addition to Headquarters.

FIRE ADMINISTRATION

Program 8350

Program Description

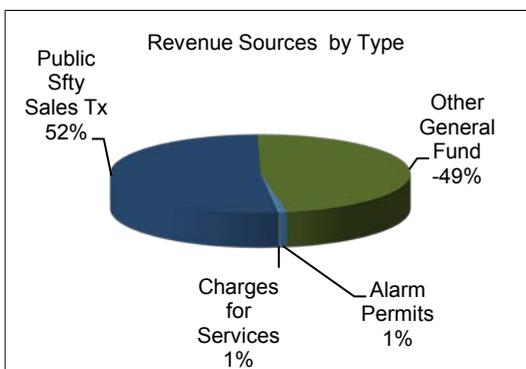
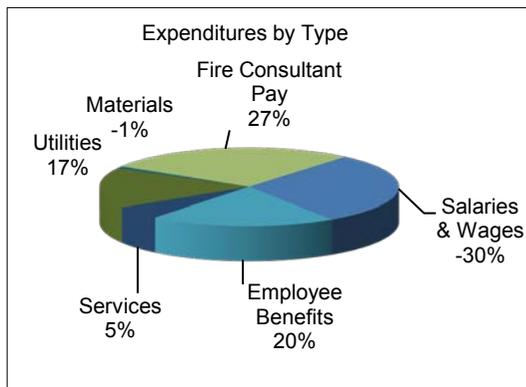
Fire Administration provides the leadership and vision for the Fire Department's fire protection and rescue services. Fire Administration manages programs in Fire Suppression, Fire Training, Fire Prevention and Fire Maintenance. Staff interacts with and ensures that the non-emergent needs of the business community and the general public are met. Fire Administration ensures the completion of all Capital Improvement Program projects relevant to the Fire Department. Staff provides budgeting and oversight services to ensure fiscal control.

Staffing Details

Fire Chief
 Administrative Asst to Fire Chief

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

Salaries & Wages
 Fire Consultant Pay
 Employee Benefits
 Services
 Utilities
 Materials

Total

Revenue Sources:

Alarm Permits
 Charges for Services
 Other Revenue
 Public Sfty Sales Tx
 Other General Fund

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
157,003	432,119	232,200	(145,646)
117,815	115,825	115,825	135,000
92,147	96,488	96,488	99,116
22,412	23,095	21,545	26,407
75,260	79,000	80,330	82,000
4,915	4,750	4,750	(4,775)
469,552	751,277	551,138	192,102
30,400	32,000	32,000	30,400
4,468	3,500	3,500	3,000
10,097	0	57,516	0
2,105,720	2,187,032	2,187,032	2,007,218
(1,681,133)	(1,471,255)	(1,728,910)	(1,848,516)
469,552	751,277	551,138	192,102

PUBLIC SAFETY - FIRE

Program 2595

Program Description

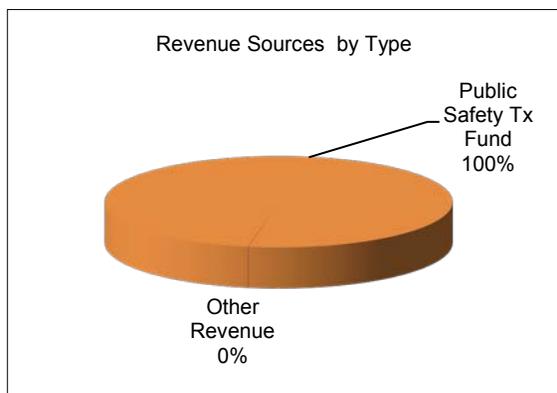
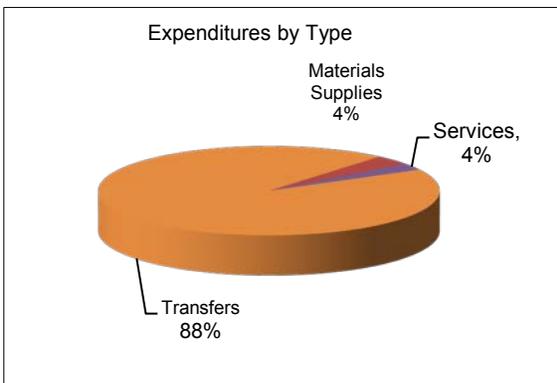
This program is funded totally through the 1/2 cent Public Safety Tax. Expenditures are concentrated in three areas - transfer to the Fire Department in the General Fund to cover the wage enhancements negotiated by the fire union, equipment purchases, and an escrow established as a sinking fund to enable purchases of major pieces of fire equipment in the future. There are no plans to create new positions in the fire department through this tax.

Staffing Details

NA

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

Materials/Supplies	65,302	89,300	90,500	77,857
Services	64,743	66,825	66,825	50,325
Transfers	2,105,720	2,187,032	2,187,032	2,007,218
Capital Outlay	61,345	105,500	105,500	0
Capital Improvements	30,720	0	0	0
Total	2,327,830	2,448,657	2,449,857	2,135,400

Revenue Sources:

Other Revenue	0	0	1,200	1,200
Transfers	0	0	0	0
Public Safety Tx Fund	2,327,830	2,448,657	2,448,657	2,134,200
Total	2,327,830	2,448,657	2,449,857	2,135,400

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
65,302	89,300	90,500	77,857
64,743	66,825	66,825	50,325
2,105,720	2,187,032	2,187,032	2,007,218
61,345	105,500	105,500	0
30,720	0	0	0
2,327,830	2,448,657	2,449,857	2,135,400
0	0	1,200	1,200
0	0	0	0
2,327,830	2,448,657	2,448,657	2,134,200
2,327,830	2,448,657	2,449,857	2,135,400

Fire Suppression

Mission

To protect the life, health, and property of the public through provision of fire protection, emergency rescue and emergency medical First Responder services.

Core Services

- Respond to all types of fire-related emergencies within the City.
- Implement specialized emergency rescue operations in: Confined Space Rescue, Light Rescue, Water/Ice Rescue, Swift Water & River Rescue, and Hazardous Materials Response.
- Provide assistance and First Responder medical care to victims of sudden illness or injury.
- Conduct fire inspections of residential apartments (multi-family), commercial, and industrial occupancies.
- Maintain mutual aid agreements with surrounding communities.

Current Year Activity/Achievements

- All EMTs completed King Airway insertion refresher class.
- Increased total number of EMTs to 103.
- Fire crews are participating in assigned training through Target Solutions to meeting ISO requirements.
- Maintained a 6-minute response time in over 80% of emergency medical calls.
- Responded to 11670. calls, with almost 65% being medical.
- Fire crews completed 333 inspections last year.
- 11 firefighters completed voluntary fitness program Fit as a Rookie Completing over 1000 hours of physical fitness and getting a physical.
- 5 firefighters trained with the state Incident Support Team.
- Responded to 137 working structure fires,

Budget Challenges/Planned Initiatives

- Continue to work toward having all firefighters trained to level of Firefighter II, and all having an EMT license.
- Continue to work with Local 77 to establish a fitness program and complete a yearly physical for each firefighter.
- Continue to work with Local 77 to review General Orders and Standard Operating Procedures on a yearly basis.
- Participate in local and regional exercises.
- Continue to support employees willing to enhance their medical skills through refresher and outside training classes, such as Trauma Trends, state fire schools, Hillyard Technical Center, and EMS conferences.
- Maintain our current ISO rating of 3, while looking at cost effective opportunities to improve.
- Improve documented monthly training hours through Target Solutions.

FIRE SUPPRESSION

Program 2510

Program Description

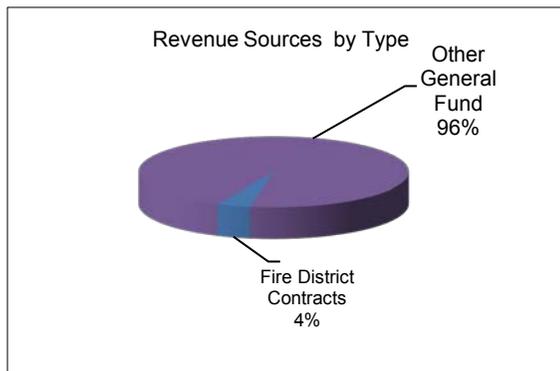
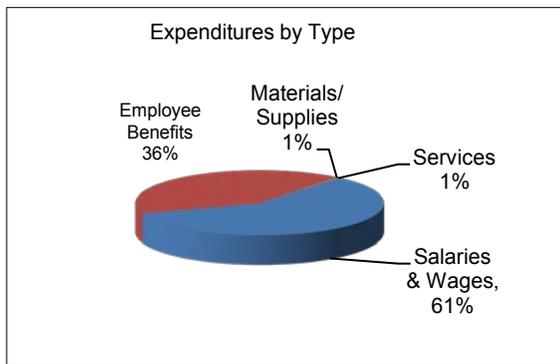
Fire Suppression personnel provide fire suppression, rescue, and emergency medical service to the City of St. Joseph and three Fire Protection Districts. Fire Suppression personnel provide non-emergent support to the public with fire prevention, festival medical care, and citizen assistance services. Personnel also assist other City departments with manpower and equipment, as needed.

Staffing Details

Battalion Chief
 Captain
 Driver/Engineer
 Firefighter

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
3	3	3	3
33	33	33	33
33	33	33	33
51	51	51	51
120	120	120	120

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Total

Revenue Sources:

Fire District Contracts
 Other Revenue
 Other General Fund

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
6,423,400	6,700,370	6,494,587	6,606,462
4,218,708	4,560,931	4,488,441	4,642,536
50,685	25,340	25,340	24,840
33,864	20,340	18,340	20,130
10,726,658	11,306,981	11,026,708	11,293,969
425,834	425,825	440,639	453,858
71	0	0	0
10,300,752	10,881,156	10,586,069	10,840,111
10,726,658	11,306,981	11,026,708	11,293,969

Fire Prevention

Mission

To reduce the loss to property and life through fire code enforcement and public fire safety education. The Division maintains statistics and appropriate records for public safety education, code compliance inspections and records on fire investigations.

Core Services

- Conduct required fire code safety inspections in residential apartment (multi-family) and commercial/industrial occupancies.
- Conduct required fire code violation re-inspections in residential apartment (multi-family) and commercial/industrial occupancies.
- Provide fire safety inspections in all public schools.
- Ensure every public and private elementary school, grades K through 4, receives fire prevention information and training as a part of Fire Prevention Week activities.
- Conduct fire prevention activities for all levels school-age to senior citizen.
- Provide fire code compliance review of all commercial/industrial building plans.
- Provide fire code compliance inspections prior to issuance of occupancy permits.
- Conduct investigations as to the source of all major fire incidents.

Current Year Activity/Achievements

- Annual fire inspections/activities 424 (includes inspections, walkthrough, Cof O's).
- New Fire Prevention demonstration house was used at schools, residential care facilities, open houses for new fire stations and other venues and reached 1790 children and 338 adults. There were 45 additional fire prevention programs excluding the safety trailer.
- Donated old fire safety trailer to the Chillicothe Fire Department (this allowed the CFD to provide some of the
- Two members attended advanced arson investigation training in Florida (along with PD detective).
- All inspectors maintained certification.

Budget Challenges/Planned Initiatives

- Continue to work with other departments to inventory, track and improve our knowledge of vacant and abandoned structures.
- All Inspectors will be at least Inspector I certified through ICC.
- All Inspectors will remain certified as State of Missouri Fire Investigators.
- Obtain additional certifications: Certified Fire Investigator IAAI or PFFIA, ICC Plans Examiner, ICC Fire Marshal, and AEGIS System Administrator course from New World Systems.
- Continue to monitor progress at HPI with other agencies like Water protection, EPA and MoDNR.

Performance Statistics

- 84 Annual inspections by Fire Inspectors (typically large industrial complexes)
- 125 Walk-through inspections
- 39 Sprinkler and alarm system inspections
- 63 Certificates of occupancy
- 119 Building plans review
- 35 Alarms and sprinkler system plans reviews
- 0 Juvenile Fire Setter intervention

FIRE PREVENTION

Program 2530

Program Description

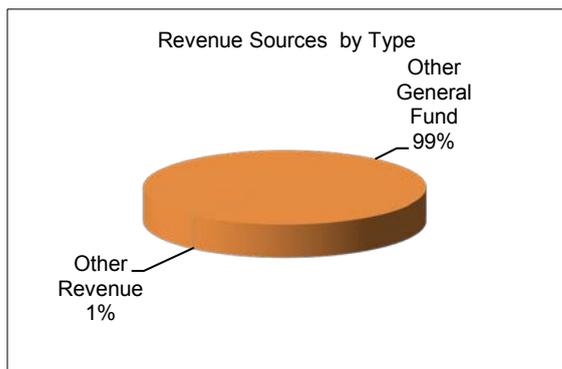
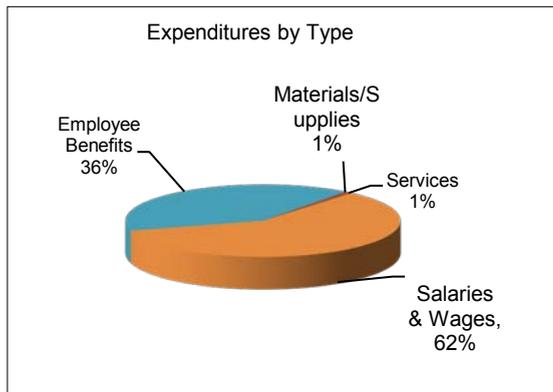
Fire Prevention staff provide fire investigation services to businesses and the public to ensure accurate fire cause determination. Fire Prevention personnel are the lead inspectors to ensure a fire-safe community. Other activities include plans review, fire code permitting and enforcement, and public education programs. Fire Prevention is the keeper of the Department's emergency response and fire inspection records.

Staffing Details

Chief of Fire Prevention
Fire Inspector

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
3	3	3	3
4	4	4	4

Operating Budget Summary



Expenditures:

Salaries & Wages
Employee Benefits
Materials/Supplies
Services
Capital Outlay

Total

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
240,179	280,242	258,702	279,772
158,905	182,215	170,360	186,354
2,531	2,550	2,550	1,850
3,751	3,000	3,000	3,000
0	0	0	0
405,366	468,007	434,612	470,976

Revenue Sources:

Other Revenue
Other General Fund

Total

Emergency Management

Mission

Emergency Management main objectives are: Life Safety, Incident Stabilization and Protecting the Environment. This is achieved through Mitigation, Planning, Response and Recovery.

Core Services

- Plan, organize and direct the operations of the City of St Joseph's Emergency Management Program with local government, civic, business officials, and other interested groups.
- Coordinate the emergency management program within the City by working with local government, business, and industry.
- Recruit and train volunteer personnel to assist at major events and in times of disaster.
- Meet with local, state, and federal emergency management officials to coordinate the City's emergency program.
- Prepare various forms, official documents, and reports for local, state, and federal officials.
- Prepare the budget for the emergency management programs, including applying for local, state, and federal grants.
- Actively participate in all phases of the major program areas Mitigation, Preparedness, Response, and Recovery.

Current Year Activity/Achievements

- Renewed EMP grant which reimburses the City for part of Emergency Manager's salary and benefits.
- Completed Homeland Security grant risk assessment forms.
- Worked with Blue Valley Siren to update Siren computer program and add additional contacts after the resignation of the Emergency Manager in mid-November.
- Working to improve use and number of users of NIXEL and IPAWS.
- Identified a site for a siren to take the place of the vacated one at Omnium.
- Put in for a grant to purchase a new weather alert siren.
- Participated in Great shake out drill as well as assisting in EOC at Air Show.
- Signed up and was accepted to Leadership St Joseph.
- Assisted with Fire Department new hire interviews.

Budget Challenges/Planned Initiatives

- The EM has been moved back under the supervision of the Fire Chief with assistance and guidance from the directors of Public Works, Police, Health, and the City Manager.
- The City still needs a permanent Emergency Operations Center for major disasters. The current location at Station 12 is too small for a permanent location, but would serve as a good back up location, if needed.
- EMP funds and grants continue to shrink. A combined City/County EMD may need to be looked at as an option in the future.
- Continue to work on emergency notifications groups for exercises and actual events.
- Training sessions for department directors in EOC operations.
- Provide templates for all city building custodians to provide safe areas, evacuation routes and out of building meeting areas in the event of emergencies.

EMERGENCY MANAGEMENT

Program 2540

Program Description

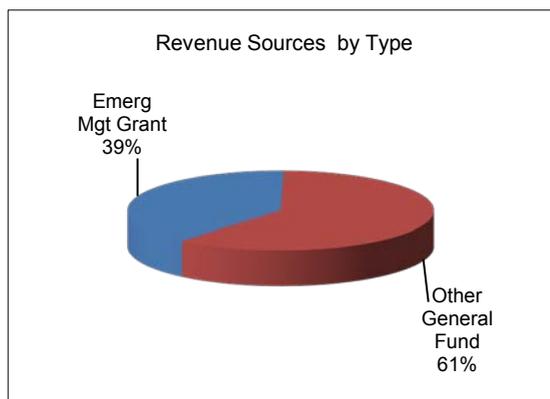
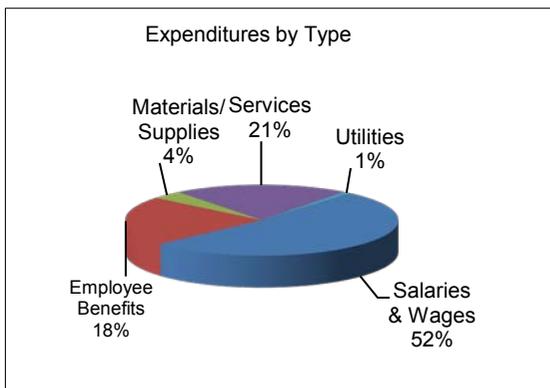
This division was established to track the revenue and expense relating to the Emergency Management grant the City receives from the State. The rest of the grant covers other E.M. expenses such as emergency communications' services at the Emergency Operations Center. Maintenance costs for the City's warning siren system is also budgeted in this program.

Staffing Details

Emergency Manager

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	61,400	62,935	64,141	63,859
Employee Benefits	24,346	26,421	26,703	27,727
Materials/Supplies	1,979	5,000	4,330	4,500
Services	18,399	25,402	25,402	25,402
Utilities	920	1,000	772	1,000
Capital Outlay	0	0	26,087	0
Total	107,044	120,758	147,435	122,488
Revenue Sources:				
Emerg Mgt Grant	48,864	48,183	74,270	48,000
Other General Fund	58,180	72,575	73,165	74,488
Total	107,044	120,758	147,435	122,488

Fire Equipment Support

Mission

To provide timely maintenance for the vehicles in the Fire Department fleet, including mechanized and auxiliary equipment. Plan and care of all Department facilities and equipment. Staff is also responsible for procuring and distribution of supplies and building maintenance materials for all stations.

Core Services

- Reduce downtime for all first-line equipment by: immediate repair of first-line fire apparatus failures, monthly preventive maintenance checks, and Manufacturer's recommended oil changes.
- Provide a maintenance tracking and prioritization system.
- Complete building maintenance repairs as needed.
- Schedule and complete third-party testing of aerial units, ground ladders, and pumps.
- Assist planning and specifications for new equipment and facilities.

Current Year Activity/Achievements

- Maintained a fleet of 11 front line fire trucks, including 2 ladders trucks, 2 Telesquirts, 2 heavy-duty rescue trucks, and 5 pumpers. Reserve fleet consists of 2 reserve pumpers and 1 Telesquirt.
- Maintained fleet of 14 light-duty trucks and cars including: 4 Prevention, 2 Training, 2 Administration, 4 first responder vehicles, 3 rescue boats and 7 trailers.
- Maintained 9 fire stations, including outbuildings and all permanent equipment.
- Maintained, organized, and inventoried maintenance areas at Station 5 and Headquarters.
- Provided frequent updates on truck repairs to appropriate department personnel.
- Outfitted and put two new pumpers into service at stations 9 and 11.
- Implemented a maintenance tracking system to increase productivity and cost tracking capabilities.
- Made call number changes to trucks and stations to help with new maintenance system and Communications Center system.
- Removed the plymovent systems at old stations 9 and 11 in anticipation of reinstalling at station 12.
- Both members attended and received certification for Pierce pump and multiplexing electrical training.

Budget Challenges/Planned Initiatives

- Age and condition of fleet is still not what it should be, but with the purchase of two new engines and the repair of reserve engines we are heading in the right direction.
- Continue to find annual courses or training for maintenance personnel to keep up with current apparatus trends and facility maintenance within the fire industry.
- Since we could not afford to build a new maintenance facility with one of the new stations, we need to continue to
- Still need to replace Ladder 5 (this is scheduled in the current CIP).
- New mechanic is hired and we are looking at new ways to track hours of truck operation vs mileage.
- Need to continue upgrades to fire stations.
- Recent agreement with Schneider electric will allow for centralized monitoring of HVAC systems in all fire buildings.

FIRE EQUIPMENT SUPPORT

Program 2550

Program Description

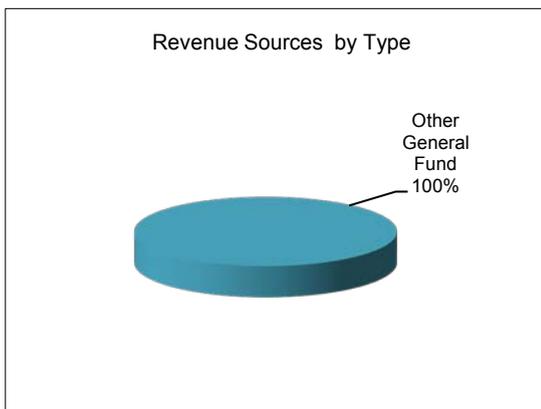
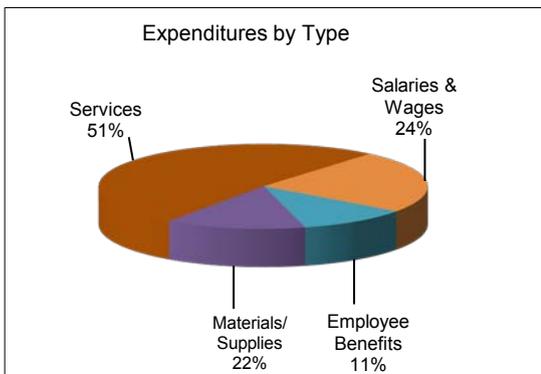
Fire Maintenance provides and/or ensures the proper maintenance of the Department's fire apparatus and staff car fleet. Fire Maintenance also procures and distributes fire station supplies as well as schedules, performs and/or ensures testing of Department ladders, aerial fire apparatus and fire pumps.

Staffing Details

Master Mechanic
Maintenance Technician

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

Salaries & Wages
Employee Benefits
Materials/Supplies
Services

Total

Revenue Sources:

Other Revenue
Other General Fund

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
87,810	92,800	90,133	92,799
38,007	39,866	38,566	41,898
51,540	98,000	68,758	53,000
360,792	210,250	204,250	198,700
538,149	440,916	401,707	386,397
150	0	0	0
537,999	440,916	401,707	386,397
538,149	440,916	401,707	386,397

Fire Training

Mission

To preserve and protect life and property of the citizens of St. Joseph and of the firefighting personnel themselves by developing skilled, professional fire personnel through fire protection education and training.

Core Services

- Increase the efficiency and effectiveness of the Fire Department through the integration of new strategies and old practices, better equipment, and an increased awareness of new dangers as they evolve.
- Improve firefighter safety.
- Provide training and orientation for new firefighters.
- Maintain current certifications for both fire and EMS.

Current Year Activity/Achievements

- Provided training topics, NIOSH reports, and building preplan for Captains on a monthly basis.
- Implemented a new web-based training platform for all personnel to stay current with fire and ems topics. This system also helps track licenses and station activities.
- Implemented and trained on a new nomex hood policy to keep contaminated gear clean and available.
- Implemented and trained on new evacuation tones to make fire scenes safer for personnel and worked on a new station alerting system for better notification of personnel.
- Assisted with new hire processing and training of 9 new firefighters in 2018.
- Conducted monthly meetings with a communications group to address training and issues with alarms and dispatch.
- Provided cleaning of turnout gear and equipment as necessary, and purchased various supplies and equipment, such as hose, fittings, gloves, helmets, turnout gear, etc.
- Assisted Fire Chief with new fire stations construction and open houses.
- Served on Hillyard EMT/Fire Advisory Committee, and two state-level committees related to state firefighters.
- Purchased new fit test machine (air pack mask) that greatly reduces testing time.

Budget Challenges/Planned Initiatives

- Attempt to increase hands-on training by the use of props and more realistic training evolutions.
- Make better use of emerging technology.
- Educate all personnel on current best practices for personal safety on medical calls.
- Improve participation in Fit as a Rookie voluntary physical fitness program.
- Attempt to increase certification of staff officers and Captains for ISO requirements and personal development.
- Use new software to maintain firefighter licensure and certification, as well as meeting ISO training requirements.

FIRE TRAINING

Program 2570

Program Description

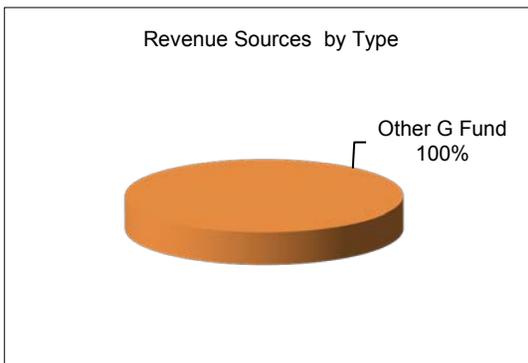
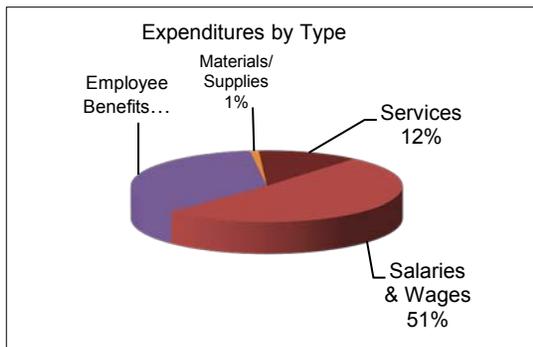
Training staff preserve and protect life and property of the citizens of St. Joseph and of the firefighting personnel themselves by developing skilled, professional fire personnel through fire protection, rescue, emergency medical, hazardous materials and terrorism training.

Staffing Details

Chief Training Officer
 Fire Training Officer

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials/Supplies
 Services

Total

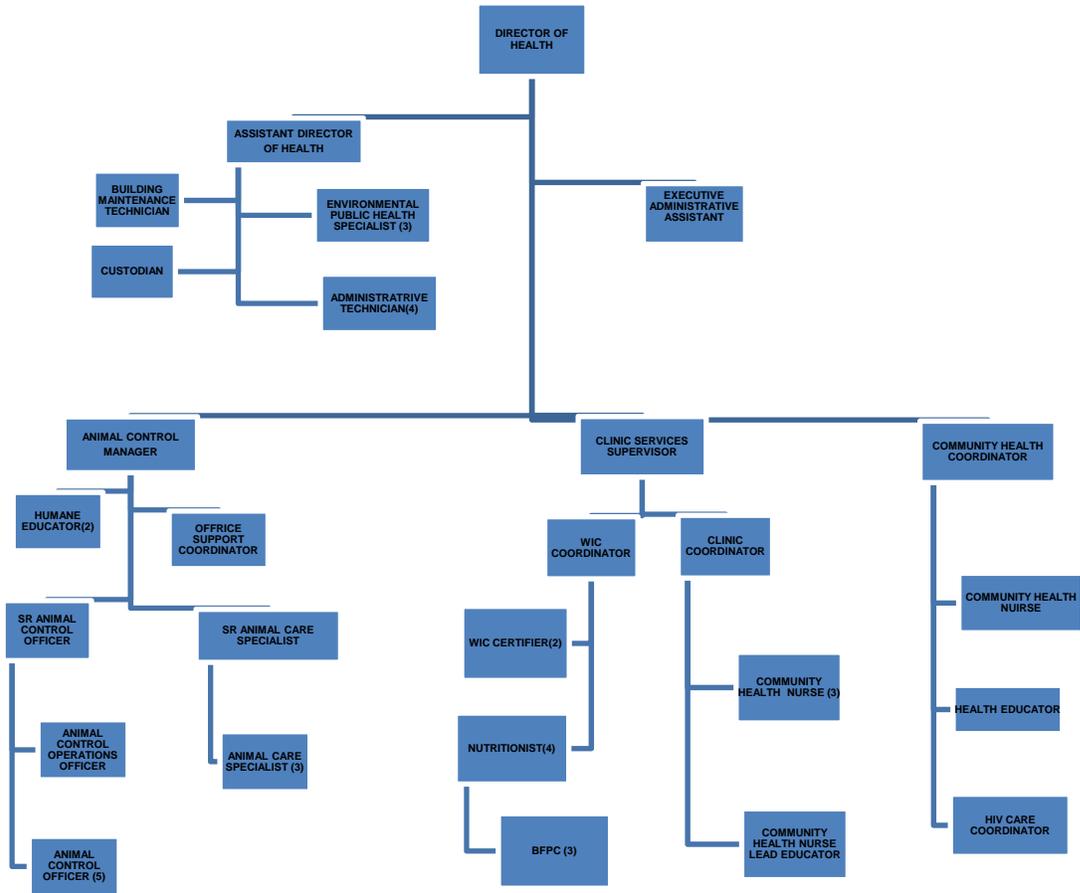
Revenue Sources:

Other Revenue
 Grants
 Other General Fund

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
142,940	135,674	143,306	135,673
90,235	91,555	92,893	94,205
2,943	2,700	2,700	2,700
10,565	33,955	32,955	31,955
246,682	263,884	271,854	264,534
500	0	0	0
1,200	0	0	0
244,982	263,884	271,854	264,534
246,682	263,884	271,854	264,534

HEALTH DEPARTMENT



Health Administration

Mission

To provide administrative services and management support to all health programs. To provide program, policy, and legislative development necessitated by emerging needs in our community. Once needs are identified, to initiate and promote programs that will have direct, positive local health outcomes. Ensure public health and safety during times of local, state or national crisis.

Core Services

- Provide planning, evaluation, budgeting, coordination and administrative support for all divisions within the health department.
- Monitor compliance with State grants and contracts to ensure all contract requirements and deliverables are met.
- Secure revenue from various resources such as contracts, grants and Medicaid through monthly billing.
- Identify gaps in public health services and create needed programs with community partners. Identify existing and new funding opportunities to implement new programs, and identify opportunities for strengthening existing services.
- Continue social media campaigns.
- Provide public information to the media regarding public health.
- Serve as a referral center for citizens needing to be connected to local resources/agencies for assistance.
- Serve as Vital Statistics Registrar for Buchanan County, which entails issuing certified copies of Missouri birth and death certificates, to the public.
- Maintain the structural operations of Patee Market Health Center, a 100+ year old building, which houses two agencies with ever growing and changing needs.
- Provide public health emergency response planning to address all hazards within Buchanan County.

Current Year Activities/Achievements

- The health department continues to seek out and be awarded grants that allow for the development of outreach and preparedness programs to further our available services, and community protection efforts.
- The health department's Facebook page continued to provide currently trending health information and local information of importance and interest to our community. New viewers are continuously added and community response and viewing numbers are consistently increasing.
- Seven (7) Mental Health First Aid classes were held, training 168 new first aiders. The courses were offered for MWSU's Public Safety Police Academy, Central High School teachers, Mid-City Excellence and Northwest Missouri Area Health Education Center students.
- Celebrated Public Health Week with several different community involved events and outings.
- Hosted the annual all-staff retreat at the Law Enforcement Center with a focus on HIPAA, Mandated Reporting and what to do if you have a violent intruder.
- The Emergency Response Plan was updated for Patee Market Health Center.
- Staff serve on various boards such as, but not limited to the United Way, including Success by Six, Unmet Needs, Allocations, Housing Stability Taskforce and Leadership St. Joseph. Other groups include Buchanan County Community Organizations Active in Disaster, Crisis Intervention Team Council of Northwest Missouri, Drug Free Community Coalition, Local Emergency Planning Committee, KCMO Branch of International Association of Administrative Professionals (IAAP), IAAP Influencer 2018-19, Region H Healthcare Coalition, PEACE, Children/Youth Disaster: Pediatric Behavioral Health Work Group, MO Animal Control Association, Community Drug Council, NWMO Coalition for Roadway Safety, Opioid Task Force as well as others.
- HEALTH was transitioned to Community Action Partnership in September 2018 for funding sustainability and growth.

Budget Challenges/Planned Initiatives

- Contracts and grants, while amounts are consistently reduced, the application process has become more competitive. Also, Public Health funding at the Federal and state level waxes and wanes depending upon the current political climate, or presence of emerging health concerns at any given time.
- Patee Market Health Center continues to need ongoing maintenance and repairs. As several systems begin to reach the top end of their typical functional life, many maintenance technicians have informed staff of the need to begin planning for the replacement of some major building systems or their components. Staff worked with Engineering to complete an Energy Efficiency Audit which outlined a plan to replace the aging HVAC system through a multi-year financing plan.
- Regular all-staff meetings will continue to be held, including an annual all-staff retreat, complimented by more concise quarterly meetings.
- The health department "Employee Internal Response Team" will continue meeting to identify areas for improvement of internal and external staff, patron and general facility safety, and staff training opportunities pertaining to safety practices. The team participants will take the lead during a crisis within the building to assist others to safety.
- Maintaining Facebook page with useful, relevant health information.
- Will continue to attend HEALTH meeting.
- Will continue participant with community boards and committees.

Performance Statistics

- The number of certified birth certificates issued was 5,198.
- The number of certified death certificates issued was 6,760
- Funding from grants, contracts and donations provided 24% of the budget revenues. Fees, Fines, Licenses and Permits accounted for 13% of total revenue.
- Successfully updated the health department's Facebook page to share public health information via 219 posts and 66,769 page-follower reaches.
- Issued 55 press releases; completed 104 media contacts.

HEALTH ADMINISTRATION

Program 8370

Program Description

Provides administrative services and management support to all health programs through planning, evaluation, budgeting, coordination, vital records management, facility maintenance and issue monitoring and response. Ensures enforcement of State and City laws relating to public health and sanitation for the welfare of the citizens of the City.

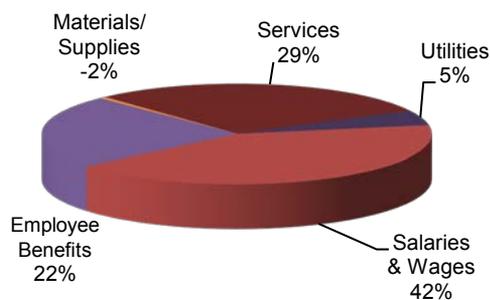
Staffing Detail

Director of Public Health
 Assistant Director of Public Health
 Administrative Specialist
 Executive Secretary
 Administrative Technician
 Building Maintenance Technician
 Custodian

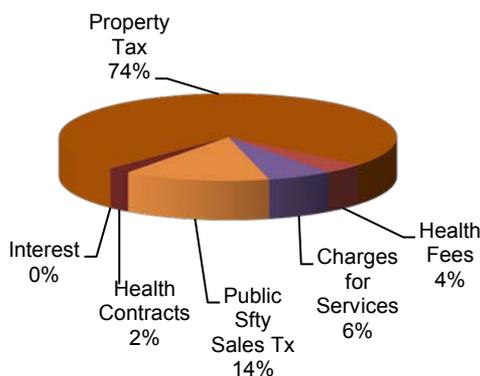
2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	0
1	1	1	1
4	4	4	4
1	1	1	1
1	1	1	1
10	10	10	9

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials/Supplies
 Services
 Utilities

Total

Revenue Sources:

Health Fees
 Charges for Services
 Public Sfty Sales Tx
 Health Contracts
 Interest
 Hlth Prop Tx & GF
 Other
 General Fund - Other

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
435,200	456,810	406,868	339,316
194,557	207,626	214,889	192,021
15,888	19,800	102,880	(4,529)
191,379	196,726	278,522	237,084
38,979	50,500	37,927	39,930
876,004	931,462	1,041,086	803,821
156,268	130,050	130,050	130,050
215,088	209,122	311,163	209,217
444,693	485,771	485,771	470,036
72,375	72,000	72,000	73,404
140	20	130	130
2,458,821	2,441,046	2,498,397	2,498,387
768	0	23,006	0
(2,472,149)	(2,406,547)	(2,479,431)	(2,577,403)
876,004	931,462	1,041,086	803,821

PUBLIC SAFETY - HEALTH

Program 6795

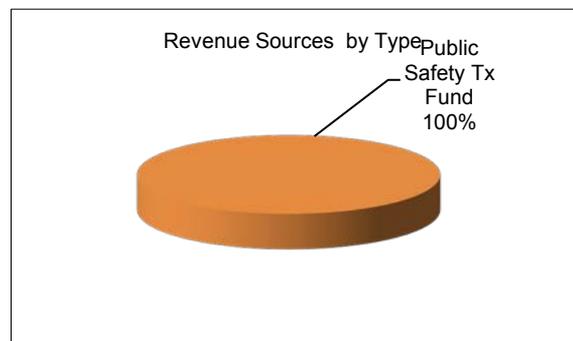
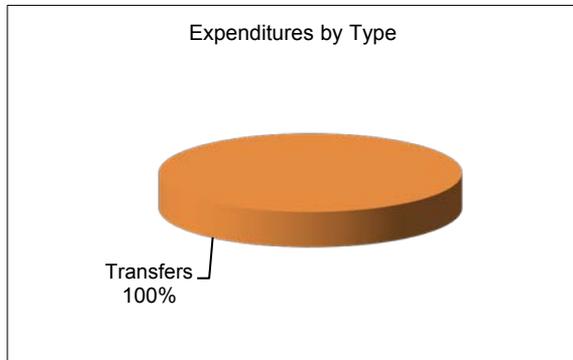
Program Description

This program is funded totally through the 1/2 cent Public Safety Tax. Expenditures are concentrated in one area - transfer to the Health Department in the General Fund to cover the wage enhancements implemented as a result of the 2013 Compensation Study.

Staffing Detail

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

Transfers

Total

Revenue Sources:

Public Safety Tx Fund

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
444,693	485,771	485,771	470,036
444,693	485,771	485,771	470,036
444,693	485,771	485,771	470,036
444,693	485,771	485,771	470,036

Health Clinics

Mission

The City of St. Joseph Health Department is committed in providing its citizens with health care programs that promote healthy lifestyles, education, disease prevention and assessment and are committed to the development and maintenance of a healthy environment.

Core Services

- Community-wide immunizations for infants, children and adults through clinic services.
- Annual public influenza clinics.
- Tuberculin skin testing, referral and assessment of LTBI clients, and follow-up monitoring of treatment. Intense monitoring of clients with tuberculosis disease; providing Directly Observed Therapy for medication with up to daily visits either in the Clinic or the community.
- Pregnancy testing for minimal fee. Free prenatal case management offered to qualified females to provide supportive services as well as information regarding the pregnancy and post delivery period. Provide resource and referral guidance for benefit of the individual.
- Child Care Health Consultation program provides nursing on-site visits to child care providers to assess health and safety practices as well as educational programs, per contract guidelines, for the children and care-givers that is interactive and entertaining.
- Lead screenings are done free by request for children up to 6 years of age as well as clinic based nurse case management assessments. Provide the community education about lead dangers and teach prevention activities to reduce the risk of elevated blood lead levels.
- Communicable disease follow-up on all communicable and contagious diseases that are reportable in the state of Missouri. Prevention activities promoted through individual and community education programs. Health department staff serve as resource and referral sources for the prevention, containment and control of communicable diseases for health care professionals and the community at large. Active and passive surveillance is conducted at designated sites.
- Blood pressure monitoring is provided on a walk-in basis with results reported to respective physicians as requested or required.
- Free head lice checks performed on a walk-in basis for children and adults with education consultation provided.
- Participation in health fairs and other outreach activities that are scheduled to provide health and safety promotional activities throughout the year at various locations by health department staff.

Current Year Activities/Achievements

- The health department supplied the Social Welfare Board (SWB) with \$489,742.00 along with space, utilities and some supplies. An additional \$51,000.00 was provided to the SWB for mental health referrals and administration of such.
- Staff managed several LTBI and TB clients with Daily Observation Therapy.
- American Heart Association CPR/AED and First Aid classes are offered on a regular basis.
- Basic Life Saving CPR/AED classes for health care professionals are offered on an as requested basis. 30 classes were offered in 2018 with 113 participants.
- Prenatal Services saw 341 women for pregnancy testing or with proof of pregnancy. Of those, 316 received temporary pregnancy Medicaid.
- Immunizations for Back to School: 1,036 vaccines were administer to 476 children.
- Immunization for Flu Vaccine: 950 doses of flu vaccine were administered.

Budget Challenges/Planned Initiatives

- There continues to be a gap of need in the community to allow for CPR/AED and First Aid classes and training with a reasonable cost for the client. There was an increase in the cost for CPR classes by American Heart Association for all providers.
- The CPR/AED classes continue to be successful. The health department has maintained a reasonable cost option for the general public.
- Due to the number of elevated lead cases identified within the City of St. Joseph, DHSS continues to work in collaboration with the City of St. Joseph to staff a lead education nurse.

- A part-time, grant funded nurse was added to the City of St. Joseph Clinic staff, solely to focus on lead education for the City of St. Joseph population. She has collaborated with community partners, physicians, parents and daycares. She will branch out to realtor offices and other non-medical partners.
- The nurse providing lead education will continue to partner with the EPA on education and training outreach.

Performance Statistics

- Children and adults immunized: 2,121
- Immunizations given: 3,749
- Tuberculin skin test screenings: 469
- LTBI and active TB medications given: 650
- Communicable disease investigation and follow-up: 308
- Pregnancy tests and proof of pregnancy: 341
- Prenatal case management contacts (office/mail/phone calls): 1,003
- Temporary Medicaid assistance forms issued: 316
- Childhood lead case management (new and discharged): averaged 90 participants per month.

CLINIC SERVICES Program 6710

Program Description

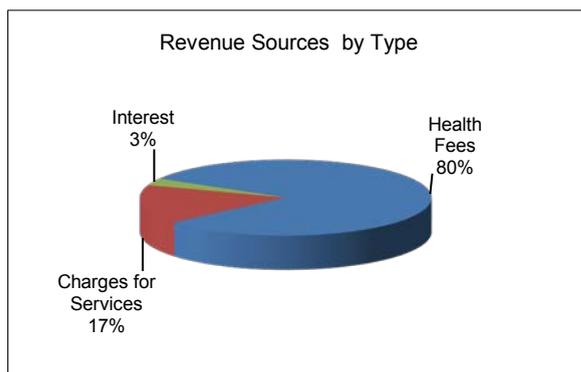
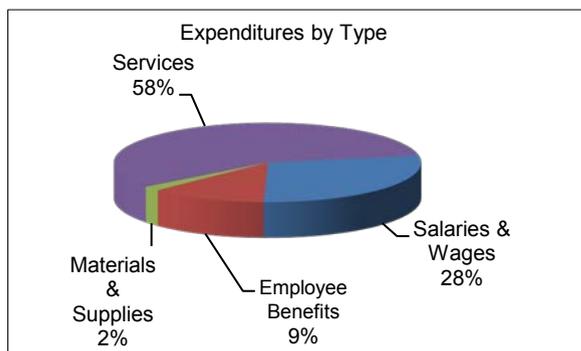
To provide the citizens of the City of St. Joseph and Buchanan County with health care programs promoting prevention activities such as immunizations, health education, maternal and child care, pregnancy testing, etc. Staff work collaboratively with other agencies to establish a local area health care network.

Staffing Detail

Clinic Supervisor
 Clinic Coordinator
 Community Health Nurse

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
0	1	1	1
5	3	3	3
6	5	5	5

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Total

Revenue Sources:

Health Fees
 Charges for Services
 Interest
 Other Revenue
 General Fund - Other

Total

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
304,005	325,635	324,455	272,972
124,473	136,220	135,935	118,150
38,731	39,908	35,521	17,900
563,535	590,883	579,691	558,083
1,030,744	1,092,645	1,075,601	967,105
50,855	53,500	53,500	47,400
100,780	109,327	148,957	9,758
1,140	190	1,747	1,755
7,375	0	0	0
870,594	929,628	871,397	908,192
1,030,744	1,092,645	1,075,601	967,105

Community Health Services

Mission

Community Health Services assesses the health behavior outcomes of the community, develops strategies for health promotion, and addresses barriers to health and linkage to care, improving the quality of life for its citizens.

Core Services

- Provide a safe and comfortable environment for the STI (Sexually Transmitted Infections) clinic.
- Administer Hepatitis A&B vaccinations (TwinRix).
- Complete transit disability certifications/RIDE.
- Provide health education and outreach to businesses, schools, social service agencies and other community partners.
- Provide case management services to those living with HIV.

Current Year Activities/Achievements

- Counseling, testing and referral services for HIV, STI's, TwinRix immunizations and rapid Hepatitis C are offered
- Rapid HIV and Hepatitis C testing was offered in the community at PRIDE 2018, HIV National Test Day, World AIDS Day. Free testing was also offered at NWMU, MWSU, New Horizons St. Joe Metro Treatment Center, The Crossings, St. Kolbe-Puckett Healing Center, Project Homeless Connect, Bi-National Health and 8th Street Drop in Center.
- HIV Case Management is a voluntary program for persons living with HIV in NWMO. Consumers are linked to medical care, insurance, medications, health education, partner risk reduction and support. A key goal of the program is viral load suppression allowing consumers to live well with HIV and for women who are pregnant to have HIV negative babies.
- Transit Disability applications and certifications are processed for consumers of RIDE.
- Health educators work to promote health and wellbeing through addressing substance use and sexual health practices at Probation and Parole, MWSU and the Buchanan County Juvenile Office.
- New condoms distribution sites were identified for high risk populations according to CDC guidelines.
- After the Opioid Summit in 2017 the Opioid Task Force is up and running to address current and ongoing needs to address the Opioid Crisis. The City of St. Joseph Health Department has received two (2) grants to address opioid education, community coalition building, and surveillance and provide free navigation training.

Budget Challenges/Planned Initiatives

- Level funding has been provided from the federal government through DHSS for HIV care and prevention services in 2019.
- There is the possibility funding from the Ryan White Care Act could be delayed effective 4/1/19 if the federal government does not remain open.
- There has been an increase in Syphilis from 3 cases in 2016 to 7 cases in 2017.
- There is no funding for a needle exchange programs which could help minimize the spread of disease.

Performance Statistics

- HIV/STI office visits: 434
- HIV/HEP C rapid tests administered: 386
- TwinRix immunizations administered: 7 (City employees)
- Number of contacts with HIV case management consumers: 829 (average case load 64 consumers)
- Transit disability certifications processed: 232
- Volume of citizens attended community health fairs, educational programs, health promotion programs and St Joe Fit: 11,979
- Condom distribution site visits: 17
- Community coalition building and meetings attended: 62
- 29 % return on HIV case management client satisfaction survey with an overall score of 3.9 with 4 rated as excellent.

COMMUNITY HEALTH SERVICES

Program 6720

Program Description

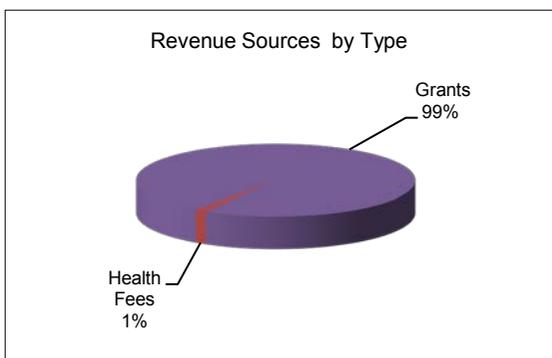
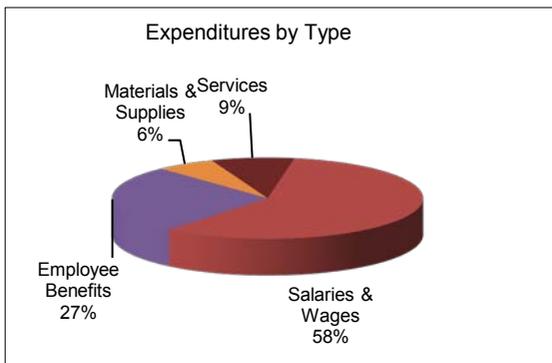
Staff works to prevent and control the spread of HIV/STD infections and to provide services and outreach to support those infected within northwest Missouri. They work with the network of community groups, agencies and providers to coordinate services for clients infected with HIV as well as to educate the general public. They also provide discharge planning and case management services for HIV incarcerated persons.

Staffing Detail

HIV Care Coordinator
 Health Educator
 Community Health Nurse
 Community Hlth Srvc Supervisor

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	2
1	1	1	1
2	1	1	1
5	4	4	5

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Total

Revenue Sources:

Health Fees
 Grants
 Other Revenue
 General Fund - Other

Total

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
215,671	203,991	206,858	254,929
90,216	91,814	101,826	118,897
26,185	6,900	9,994	26,990
2,883	0	38,489	37,940
334,954	302,705	357,167	438,757
2,894	2,800	2,800	2,650
195,728	149,482	149,482	195,707
176	3,000	3,100	0
136,156	147,423	201,785	240,400
334,954	302,705	357,167	438,757

WIC

Mission

The City of St. Joseph Health Department provides a link to the Missouri WIC program. WIC serves women who are pregnant, breastfeeding and non-breastfeeding, infants and children up to the month of their 5th birthday. WIC is an adjunct to good health care during critical times of growth and development, in order to prevent the occurrence of health problems and to improve the health status. □

Core Services

- WIC conducts nutrition assessment to help provide targeted nutrition education via one on one counseling. WIC nutrition education emphasizes the relationship between proper nutrition and good health. WIC assists participants in establishing healthy eating behaviors and achieving positive lifestyle changes by setting nutrition and health goals. Nutrition education is also available on line at <https://www.wichealth.org/>
- WIC promotes breastfeeding as the optimal infant feeding choice. Participants receive breastfeeding education and support prenatal group classes, one on one counseling, and follow up. For those participants in need, manual and electric breast pumps are available.
- WIC refers participants for substance abuse counseling and treatment, immunizations, lead screening, and Missouri Health Net. WIC also maintains an up to date list of community resources including health services and public assistance. This list is provided to participants for additional resources that may be available to them.
- WIC foods are intended as a supplement to help participants meet the special nutritional needs of their specific population. The nutrients critical to growth and development found in WIC foods are typically lacking in the diet of the WIC eligible population. Participants who have specific dietary needs may receive special food packages, including special formulas, if ordered by a physician and approved by appropriate staff. A nutritionist also determines the quantities of the supplemental foods appropriate for participants and may authorize a tailored food package. In Missouri, WIC foods are issued to participants using a paper check system. Missouri WIC checks may be redeemed at over 650 participating retailers across the State.

Current Year Activities/Achievements

- The City of St. Joseph continues to operate a satellite clinic in the obstetrics unit at MOSAIC Life Care Hospital on Monday, Wednesday, and Friday from 8 am □ noon. This site provides bedside promotion, certification, and breastfeeding support services for mothers who have recently delivered and their newborn infants.
- Breastfeeding support line available for assistance 7 days per week, 7am □ 9 pm.
- Collaborate with MOSAIC Life Care Hospital for breastfeeding support group twice weekly.
- Breast pump loan program for WIC and non-WIC participants.
- The breastfeeding peer counselors and peer counselor coordinator are active members of the Missouri Breastfeeding Coalition and local Breastfeeding Task Force.
- Assist businesses in the obtaining Breastfeeding Friendly Worksite and Breastfeeding Friendly Child Care Facility recognition.
- Maintain designation as a Breastfeeding Friendly WIC Clinic.
- Maintain designation as a Gold Level for the Loving Support Award of Excellence.
- Celebrate World Breastfeeding Week and Black Breastfeeding Week in collaboration with many other agencies, providing
- Participate in the local perinatal and postpartum depression task force and support group to help raise awareness and provide support for mothers and their families.

Budget Challenges/Planned Initiatives

- As caseload continues to decline across the State, City of St. Joseph WIC will strive to meet contracted average monthly caseload of 1,859 participants.
- The Healthy, Hunger-Free Kids Act of 2010 mandates the implementation of an electronic benefits issuance (EBT) for WIC benefits by October 1, 2020. In 2019, the City of St. Joseph WIC will begin preparation to convert from the paper check system of benefit issuance to EBT. <https://health.mo.gov/living/families/wic/ewic/index.php>
- Increase the rate of women on WIC with the City St. Joseph who have ever breastfed their infant(s) from 63.7% to 65%.
- Maintain Breastfeeding Friendly WIC Clinic □ status and Loving Support Award of Excellence □ gold award. <https://www.fns.usda.gov/wic/loving-support-award-excellence-program>
- In conjunction with the Missouri Department of Health and Senior Services and the Missouri Breastfeeding Coalition, City of St. Joseph WIC will assist at least three additional business in achieving Breastfeeding Friendly Worksite □ designation. <https://health.mo.gov/living/families/wic/breastfeeding/support.php>

Performance Statistics

- Average participant count was 1,766 per month; 21,187 for the year. 5,803 women, 6,600 infants and 8,784 children
- 90,271 WIC checks were printed for \$2,225,344 in WIC supplemental foods.
- Percentage of women on WIC with the City of St. Joseph who ever breastfed their infant was 63.7%.

WIC Program 6780

Program Description

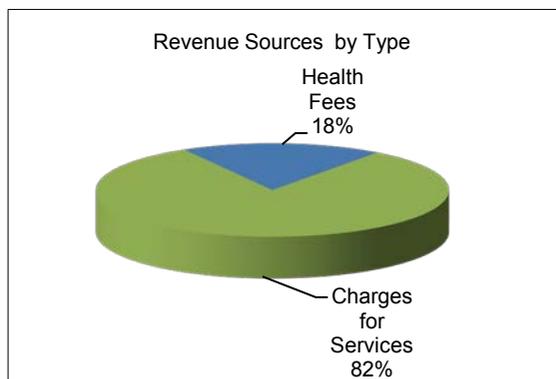
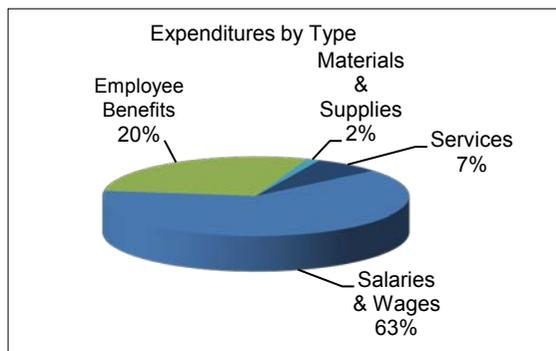
The program promotes the health of low-income women, infants and children (WIC) through a federally funded nutrition education and food provision program with integration and coordination from other programs. All clients must meet income guidelines and have a qualifying medical condition for program admittance.

Staffing Detail

Senior Nutritionist
WIC Coordinator
Nutritionist
WIC Clerk
BFPC Funded (Part Time)

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
1	0	0	0
0	1	1	1
3	3	3	4
3	3	3	2
1.5	1.5	1.5	1.5
8.5	8.5	8.5	8.5

Operating Budget Summary



Expenditures:

Salaries & Wages
Employee Benefits
Materials & Supplies
Services

Total

Revenue Sources:

Health Fees
Charges for Services
Other Revenue
General Fund - Other

Total

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
292,079	314,153	309,378	326,464
113,780	137,244	136,111	146,166
5,952	7,230	9,180	7,137
26,282	36,353	35,766	36,503
438,093	494,980	490,435	516,270
88,830	80,000	80,000	80,000
386,236	359,592	359,592	353,079
0	0	1,950	100
(36,973)	55,388	48,893	83,091
438,093	494,980	490,435	516,270

Environmental Health & Food Safety

Mission

To safeguard the public's health and safety by ensuring that the appropriate services and establishments meet environmental and food safety standards, codes, laws and regulations, and to educate the public on these criteria at any given opportunity.

Core Services

- Provide routine, follow-up, complaint, pre-opening walk-thru, seasonal, temporary event, and/or final inspections of all food, lodging, childcare and tattooing establishments, and swimming pools and spas, to ensure environmental code standards are met.
- Provide public education on many topics such as, but not limited to food safety, mold control, precautions against vector-borne diseases, bedbug and other pest control, and more.
- Collect and verify documentation necessary to obtain a tattooing artist card.
- Coordinate and investigate environmental health issues such as, but not limited to, suspected food contamination, surfacing sewage, air quality concerns, odor complaints and the Smoke free Air Workplaces and Public Places ordinance.
- Review applications submitted, permit new system construction and existing system repairs or replacements, evaluate locations for the availability of sanitary sewers, conduct site, construction, and final inspections for Onsite Wastewater Treatment System (OWTS).
- Provide Environmental contract services for the Holt County Health Department, including food, lodging and childcare establishment inspections, as well as onsite wastewater treatment system permitting and approval.
- Offer and conduct food safety education courses in basic and advanced food handling.
- 24/7 response to truck wrecks, fires, floods and other catastrophic events affecting environmental health and/or food safety.

Current Year Activities/Achievements

- Food establishment inspections are made on the basis of risk to the consumer. The greater the risk the more frequently inspections are performed to safeguard the general public to maintain minimum sanitation standards and proper enforcement of all applicable rules, regulations and standards.
- Environmental Services staff continue to enforce the Smoke-Free Indoor Air ordinance during food safety inspections and during investigations of complaints received.
- The public, and specifically food establishment owners, managers and general staff, continue to express interest in the food handlers' trainings available each month in a basic and advanced course version.
- EPHS staff have successfully integrated childcare sanitation inspection into their task load (beginning in October 2016), without increasing staffing levels.

Budget Challenges/Planned Initiatives

- Environmental Health & Food Safety staff have developed a food handler's training for the food establishment workforce. A basic food handler and managerial course is offered to the public for a fee.
- Staff have become certified to proctor exams for a nationally accredited food safety program (ServSafe), enabling participants enrolled in the online course to be able to take the final certification exam locally.

Performance Statistics

- Total number of inspections for food/drink establishments (routine, follow-up, complaint, temporary event units, truck wrecks and fires): 1,683 (21 temporary events resulted in 534 temporary event unit inspections)
- Total number of other inspections & contacts (pre-opening walk-thru, plan review final inspections, educational visits, etc.): 361
- Total number of lodging inspections (routine, follow-up and complaint): 41 (18 of these were responses to complaints.
- Total number of public & semi-private pools & spas inspected (routine, follow-up and complaint): 42. There were no fatal accident investigations completed.
- Total number of OWTS (septic system) permitted: 7. Total number of site visits completed during construction/installations: 30
- Total number of complaint investigations (surfacing sewage/illegal installation): 2
- Total number of tattoo artists licensed: 16. Total number of tattoo establishments inspected and licensed: 7. St.
- Total number of investigations for air quality complaints: 5
- Total number of food handler courses taught: 8 (7 basic courses; 1 advanced). Total number of food handler participants educated: 88 (86 basic level; 2 advanced level)
- Total number of childcare sanitation inspections completed (routine, follow-up): 46

ENVIRONMENTAL HEALTH & FOOD SAFETY

Program 6920

Program Description

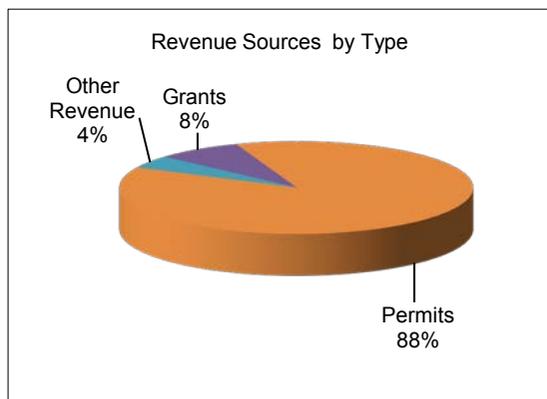
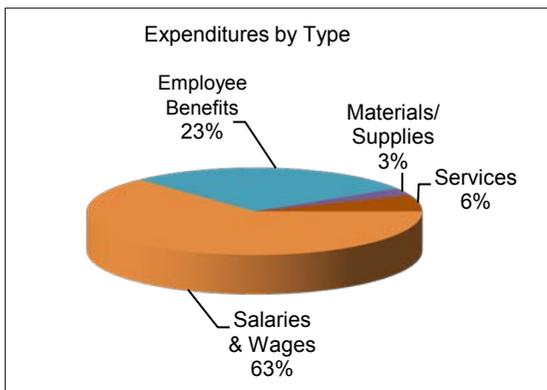
Environmental specialists ensure that all food, drink, lodging and childcare establishments and swimming pools meet environmental and safety codes through aggressive inspection programs, in order to safeguard public health and safety. Environmental health issues such as noxious odor complaints, Missouri Clean Indoor Air, water quality, and septic tank system permitting are also investigated and coordinated.

Staffing Detail

Environmental Public Hlth Specialist

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
3	3	3	3
3	3	3	3

Operating Budget Summary



Expenditures:

Salaries & Wages
Employee Benefits
Materials/Supplies
Services
Capital Outlay

Total

Revenue Sources:

Permits
Other Revenue
Grants
Charges for Services
General Fund - Other

Total

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
144,683	148,364	149,032	148,356
59,784	63,753	63,912	66,333
4,049	5,100	7,496	6,370
10,781	12,310	12,960	14,460
17,353	53,500	35,000	0
236,650	283,027	268,399	235,519
92,061	95,060	95,060	94,349
21,424	4,800	4,800	4,800
4,505	1,300	8,395	8,395
993	0	0	0
117,667	181,867	160,144	127,975
236,650	283,027	268,399	235,519

Animal Control and Rescue

Mission

The mission of the Animal Control and Rescue program is to ensure the humane treatment of all animals and to protect the public from diseased and vicious animals through education, surveillance and enforcement of City codes.

Core Services

- Animal Control Officers area available 24-hours a day, 7-days a week in order to ensure public safety and a quick response to dire situations.
- Operate the City's Animal Control Shelter pursuant to the Missouri Department of Agriculture standards.
- Offer public education programs on animal husbandry and safety issues.
- Promote animals for adoption through local media outlets and the shelter's webpage.
- Investigate all complaints regarding animal abuse and neglect. Protect the public from feral animals by investigating complaints of vicious or dangerous animals.
- Protect the public from zoonotic diseases through surveillance and impoundment of diseased wildlife and suspected rabid animals.
- Conduct annual city-wide rabies vaccination and pet registration clinics in partnership with local veterinarians.
- Offer pet micro-chipping, low-cost spay/neuter financial assistance program to pet owners, and cremation services for pets.
- Work in partnership with the Missouri Department of Corrections on the Puppies for Parole program which utilizes offenders to train shelter dogs and improve their adoption outcome.
- Collaborate with PetSmart and Petco to maintain a satellite adoption program for cats.

Current Year Activities/Achievements

- The shelter is open various hours throughout the week including one late evening and on Saturday to accommodate the public and to increase adoptions.
- Held five (5) city-wide rabies vaccination and pet registration clinics.
- Continue the canine enrichment program for shelter dogs to reduce stress and behavioral issues. Continue planning a feline enrichment program for the shelter cats.
- Hosted Howlaloopa event at the Corby Dog Park, offering onsite adoptions and costume contests.
- Continued the partnership with the Missouri Department of Corrections for the Puppies for Parolees program.
- Continue current programs such as IMPACT, Girl Scouts educational outreach, and more. Also continue to teach the No More

- Bullying curriculum from Wayside Waifs at the St. Joseph public and private schools to present to 3rd, 4th, and 5th graders.
- Added a new position of Senior Animal Care Specialist (SACS) who will oversee shelter operations. The SACS will also oversee the \$63,500 grant from PetSmart to fund spay and neuters of shelter animals.
- Implemented puppy and dog obedience courses offered at a discount for dogs adopted from the shelter.
- Support the Friends of the Animal Shelter with their capital campaign for a new shelter.
- Implemented the Digs for Dogs program through an ASPCA Anti Cruelty grant provided new and used doghouses and other supplies to dog owners in need.

Budget Challenges/Planned Initiatives

- To maintain existing services with shrinking revenues.
- To implement additional youth activities to engage the youth in shelter operations.
- To continue decreasing the number of healthy adoptable animals euthanized by developing stronger relationships with rescues and challenging staff to think "outside the box".
- To find creative ways to minimize vehicle repair and upkeep costs, in a safe and reasonable manner.
- To initiate implementation of online licensing to increase staff efficiency and accessibility.
- To meet staff training needs with minimal effect on the budget.
- To launch a new and improved volunteer program to engage and utilize volunteers to their potential.
- To offer dog sheltering education and resources to the public.
- To launch a new and improved animal foster program to increase live outcomes.

Performance Statistics

- Total number of dogs received: 1,374; 858 of which were strays. 1,254 impounded dogs were adopted, redeemed or placed at a rescue.
- Total number of cats received: 1,400; 1,192 of which were strays. 799 impounded cats were adopted, redeemed or placed at a rescue.
- Total number of complaints investigated: 7,438 Total number of citations issued: 1,077 or 14%
- Total number of public education programs: 145
- Total number participants at the annual rabies clinics: 833
- Total number of rabies specimens submitted to the lab.: 83; 0 confirmed positive for rabies virus
- Total number of animal licenses sold: 5,135
- Total number of dog park memberships sold: 722
- Total microchips sold: 1,674

ANIMAL CONTROL & RESCUE

Program 6930

Program Description

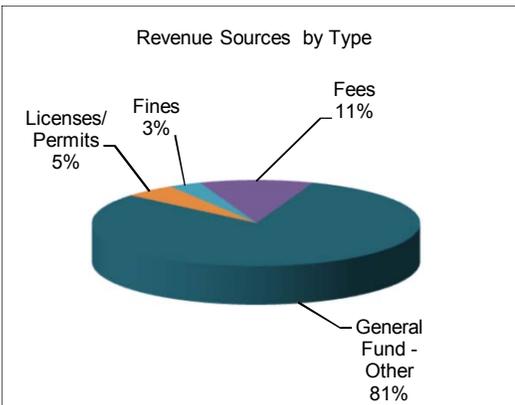
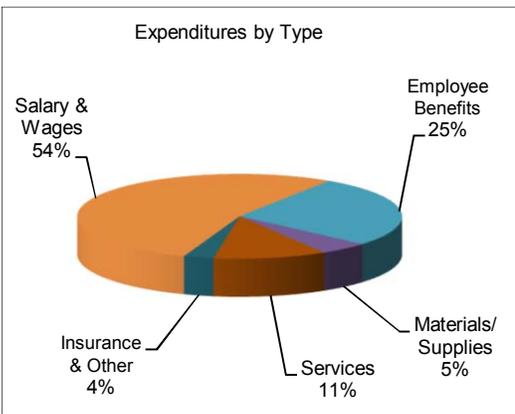
Animal Control officers provide protection for all animals against inhumane treatment and protect the public from diseased and vicious animals through education and complaint investigation. Staff operate the City's animal shelter

Staffing Detail

- Animal Control Manager
- Senior Animal Control Officer
- Senior Animal Care Specialist
- Humane Educator
- Office Support Coordinator
- Animal Control Operations Officer
- Animal Control Officer
- Animal Care Specialist

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0	0	0	1
1	1	1	1
1	1	1	1
1	1	1	1
5	4	4	5
3	3	3	3
13	12	12	14

Operating Budget Summary



	2017-18	2018-19		2019-20
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salary & Wages	476,124	535,044	530,167	541,675
Employee Benefits	214,564	257,268	255,762	273,730
Materials/Supplies	41,403	45,950	121,139	49,450
Services	73,284	74,906	73,981	113,706
Insurance & Other	28,542	32,850	30,035	30,020
Capital Outlay	25,774	0	0	0
Total	859,690	946,018	1,011,084	1,008,581
Revenue Sources:				
Licenses/Permits	54,748	50,600	50,600	50,500
Fines	30,473	32,000	32,000	32,000
Fees	71,117	68,240	68,240	111,040
Interest	0	0	628	630
Grants	0	0	3,955	0
Other Revenue	23,459	13,900	88,600	14,400
General Fund - Other	679,892	781,278	763,106	800,011
Total	859,690	946,018	1,011,084	1,008,581

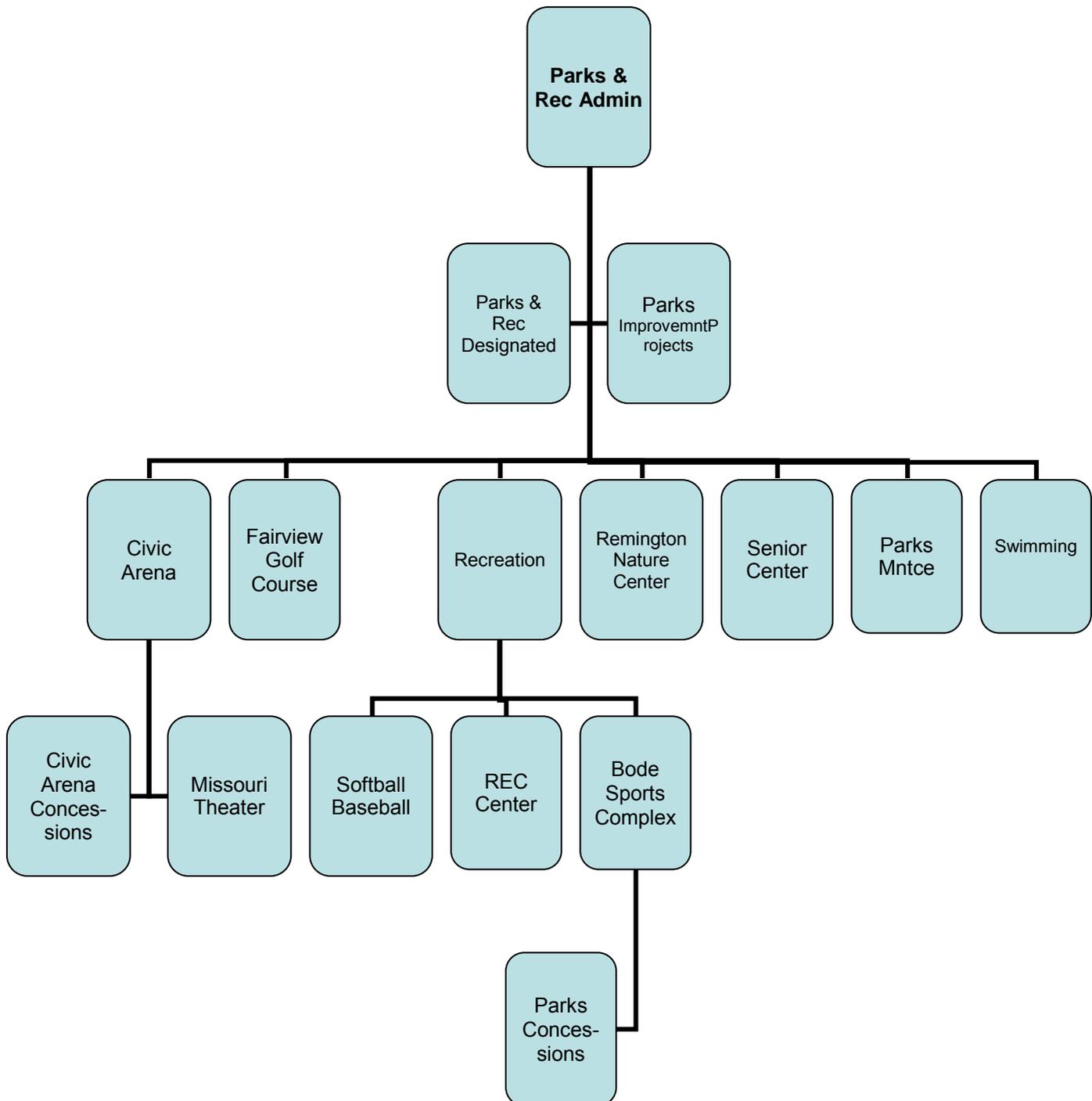
PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT

The Parks, Recreation & Civic Facilities Department accounts for most parks and recreation activities including swimming, softball, baseball, recreation, REC Center, Senior Center, Bode Sports Complex, the Remington Nature Center and the municipal golf course. The department maintains the city's parks, grounds, facilities and equipment.

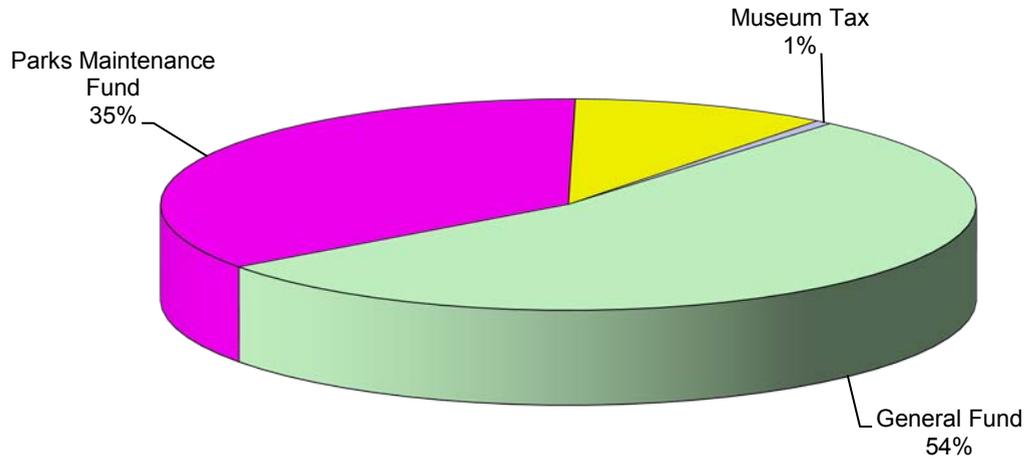
Besides general fund revenues, the department is supported by revenues derived from a twenty cent (\$.20) property tax levy, a special parks maintenance property tax levy of fifty cents (\$.50) per \$100 assessed valuation on land only, donations, user fees, concession sales, grants and a 3% hotel/motel tax. One-half of the City Sticker & Penalty revenue was routed from the General Fund to Parks Maintenance in FY2004 to assist that function.

TOTAL BUDGETED RESOURCES: \$ 7,738,728

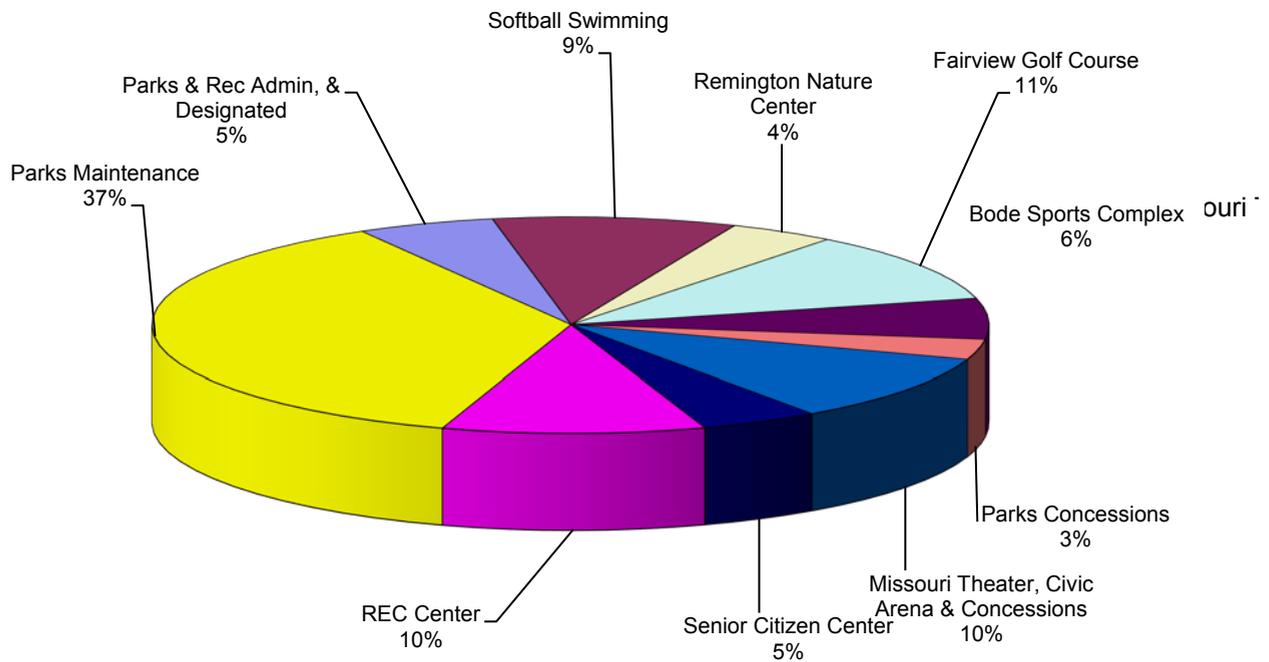
PLANNED USE BY PROGRAM:



PARKS & RECREATION DEPARTMENT SOURCES & USES



FUNDING SOURCES



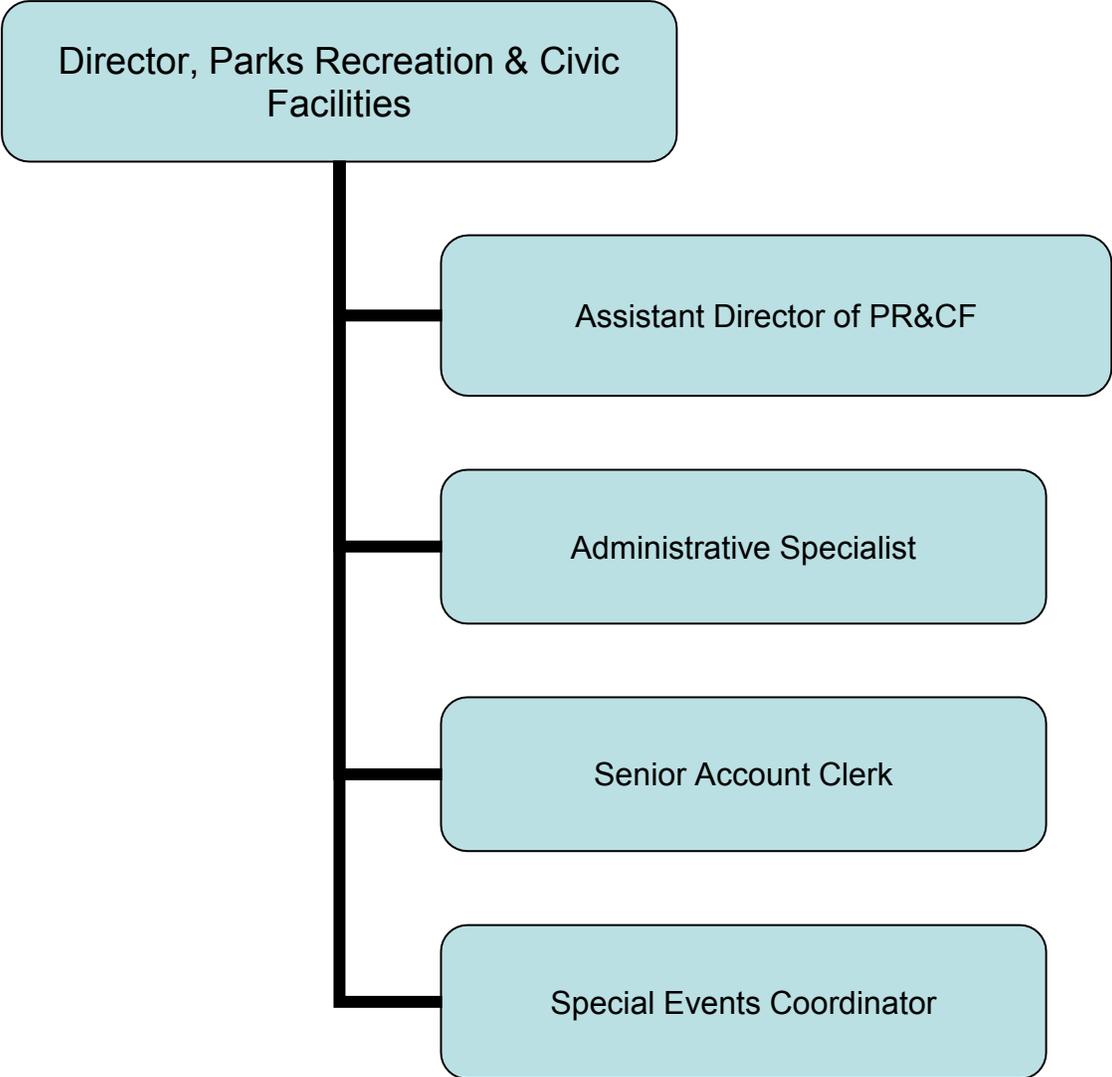
PROGRAM USES

PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT SUMMARY

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages	3,310,740	3,532,749	3,286,966	3,172,589
Payroll Expenses & Benefits	1,118,791	1,232,787	1,242,236	1,236,542
Materials & Supplies	846,810	868,595	806,377	717,356
Utilities & Other Contracted Services	2,022,713	1,954,329	1,929,451	1,961,022
Insurance/Claims/Other/Transfers	750,612	471,710	538,316	531,719
Capital Outlay/Lease Payment Debt	711,346	231,000	159,385	119,500
	8,761,013	8,291,170	7,962,731	7,738,728
USES BY PROGRAM				
Parks, Recreation & Civic Facilities Admin	1,163,514	826,887	777,110	682,932
Softball/Baseball	236,017	232,244	217,162	231,870
Swimming	477,784	471,487	487,918	468,733
Remington Nature Center	365,284	308,749	316,011	304,577
Senior Citizen Center	292,390	339,521	338,715	339,899
REC Center	760,650	875,438	744,112	752,844
Fairview Golf Course	870,761	764,221	810,300	772,220
Golf Course CIP	0	9,052	9,052	15,552
Bode Sports Complex	498,199	436,529	448,077	454,730
Parks Concessions	308,273	340,858	271,266	224,606
Parks Designated Expenses	70,538	10,360	128,595	9,324
Parks Maintenance	2,879,654	2,875,248	2,650,202	2,732,390
Civic Arena & Civic Concessions	682,261	637,072	607,620	628,869
Missouri Theater	155,688	163,503	156,591	120,183
	8,761,013	8,291,170	7,962,731	7,738,728
FUNDING SOURCES				
General Fund	6,957,405	6,640,154	6,126,840	4,158,866
Parks Maintenance Fund	924,758	808,782	919,752	2,732,390
Gaming Fund	14,600	9,700	9,700	9,700
Museum Fund	50,000	50,000	50,000	50,000
Golf Fund	814,250	782,534	856,439	787,772
	8,761,013	8,291,170	7,962,731	7,738,728
STAFFING SUMMARY (Full & PT Regular)				
Parks, Recreation & Civic Facilities Admin	4	5	5	5
Softball/Baseball	1	1	1	1
Swimming	1	1	1	1
Remington Nature Center	4.0	4.5	4.5	4.5
Senior Citizen Center	4	4	4	4
REC Center (4 FT, remainder are PT positions)	11.5	11.5	11.5	11.5
Fairview Golf Course	7.5	7.5	7.5	7.5
Bode Sports Complex	4.0	4.0	4.0	4.0
Parks Maintenance	25	25	25	23
Civic Arena & Civic Concessions	4	4	4	4
Missouri Theater	1	1	1	1
	67.0	68.5	68.5	66.5

*Excluding Transfers to Prks Mnt Fund

PARKS, RECREATION & CIVIC FACILITIES ADMINISTRATION



Parks & Recreation Administration

Mission

To provide quality of life experiences for the residents of St. Joseph and to add to the aesthetic appeal of the city. To provide for the recreational and special needs of all ages and abilities of the citizenry by administering a well-rounded, interesting and complete experience. To enhance our City's attractions and assets for enjoyment by all citizens and for the encouragement of tourism.

Core Services

- Administer the financial, operational, and capital budgets of the department
- Provide professional leadership and guidance to all divisions of the department
- Encourage professional growth of staff
- Explore alternative funding opportunities through grants
- Work to augment revenue and reduce expenditures
- Collaborate with other city departments and outside agencies to provide quality programs and experiences
- Enhance options for recreation, health and wellness, and tourism

Current Year Activity/Achievements

- Constructed the city's first all inclusive playground at Bartlett Park with funding from the Land & Water Conservation
- Continue to apply for grants for various park improvement projects
- Applied for and received \$1,700 Tree Resource Improvement and Park Maintenance (TRIM) grant from the Missouri
- Continued relationships with community partnerships with community organizations, companies, and groups. These
- Successful Community Assistance Program agreement with Missouri Department of Conservation, stocking of fish in
- Increased communication to the public by utilizing social media sites: Facebook, Twitter, Instagram, Pinterest, and Tumblr
- Second year of high participation in the St. Joe Fit Program
- Improvements and completion of work: Hyde Park Baseball Complex project, LED lighting upgrades at Holiday Park
- Raised fees at Remington Nature Center for the first time in ten years
- Increased interest in Adopt-a-Park program memorials/donations. Resulting in placement of 5 benches, pads, and brick throughout parks, parkway, and trails

Budget Challenges/Planned Initiatives

- Aging infrastructure, equipment, and the ability to obtain parts for obsolete equipment has caused an increase of
- Implemented new payroll software, which adds additional staff time to record employee payroll information
- New Missouri minimum wage requirements impacting Parks budget, which could significantly increase part time temporary wages in all programs over the next five years
- Continued evaluation of fee structure throughout the department and evaluation for lower users to programs/activities/events, and evaluating funding for special programming that relies on donations and sponsorships
- Passage of CIP provides for needed funding for playground and infrastructure improvement projects. Assistance from CDBG funding to replace playground equipment at one park
- Evaluation of department wide facility-use agreements and re-evaluating processes and programs to increase efficiency and provide better customer service
- Vandalism and other incidents in parks, parkway, and facilities increases the need for security cameras at all facilities and parks
- Implementation of asset management software to track assets and project work flow
- Nearly annual flooding along the riverfront resulting in negative impacts on parks budget for clean-up and repair
- Increasing costs for security during public swimming hours, during youth & adult recreation leagues, and special events. The added security negatively impacts program budgets. Example Aquatic Park spent over \$12,000 for security during the 2018 summer session.

Performance Statistics

- 522 Shelter reservations, with approximately 14,000 people utilizing in 2018

PARKS & RECREATION ADMINISTRATION

Program 8330

Program Description

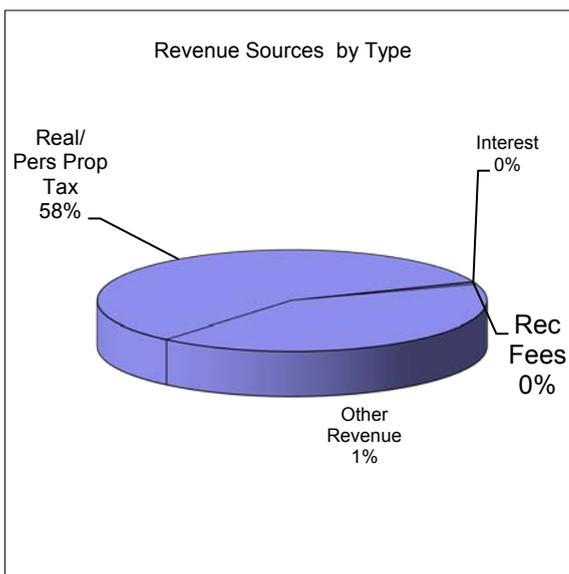
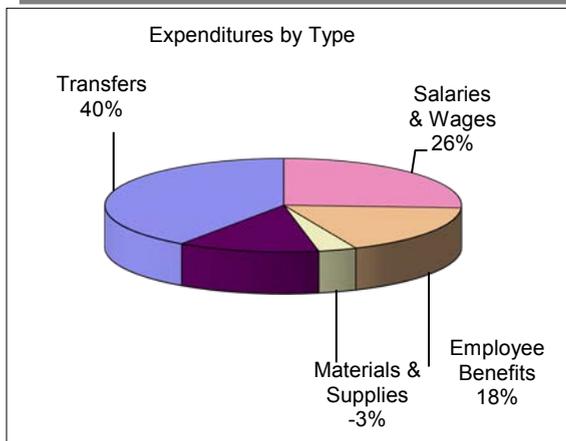
Administrative services and management support for Parks & Recreation programs are provided with the aim of offering a variety of quality of life experiences for the residents of St. Joseph and adding to the aesthetic appeal of the City. Staff also provide information to the public regarding department services and coordinate activities and events using parks and park facilities.

Staffing Detail

Director, Parks, Rec & Civic Facilities
 Ast Director Parks, Rec & Civic Facilities
 Special Events Coordinator
 Administrative Specialist
 Senior Account Clerk

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
0	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	5	5	5

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	297,428	298,900	225,243	190,062
Employee Benefits	124,886	136,427	128,662	128,487
Materials & Supplies	5,502	10,300	9,300	(25,450)
Capitla Outlay	116,772	0	0	0
Services	91,375	98,060	95,785	93,660
Transfers	527,551	283,200	318,120	296,172
Total	1,163,514	826,887	777,110	682,932

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Real/ Pers Prop Tax	2,237,370	2,237,003	2,281,382	2,274,431
Rec Fees	0	8,500	245	8,500
Interest	39	100	61	60
Other Revenue	62	115	23,121	23,121
Interfund Transfer	0	0	0	0
General Fund-Other	(1,073,957)	(1,418,831)	(1,527,699)	(1,623,180)
Total	1,163,514	826,887	777,110	682,932

PARKS DESIGNATED FUNDS

Program 3180

Program Description

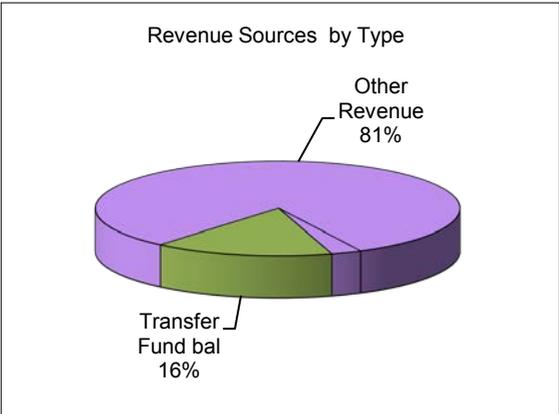
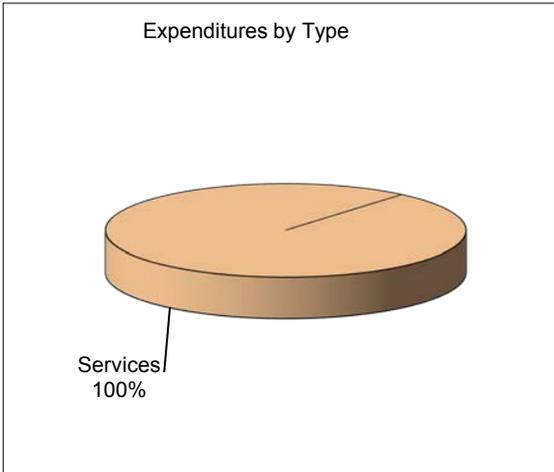
This program was established to help track expenditures and revenues related to grants and donations

Staffing Detail

N/A

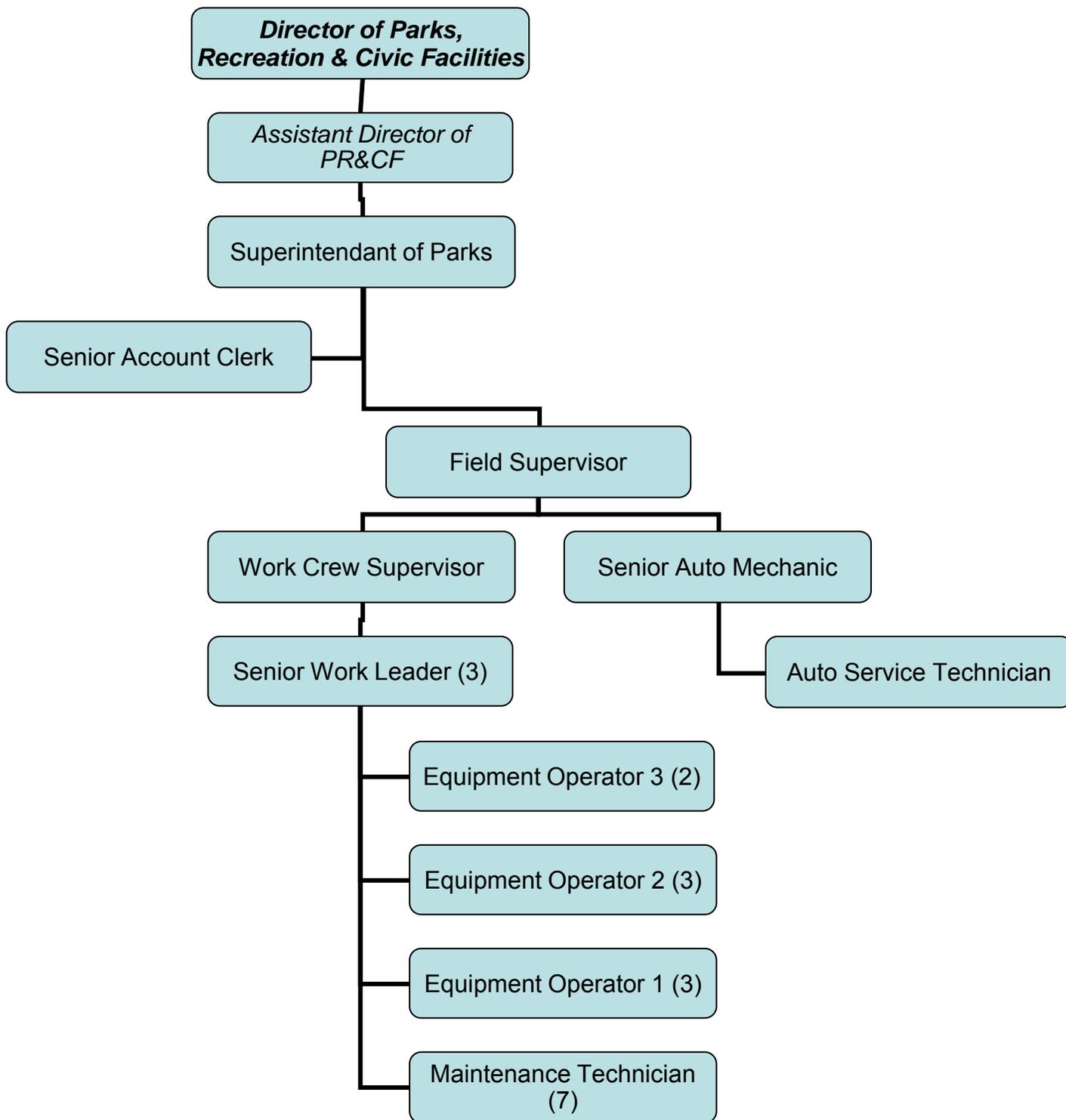
2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget

Operating Budget Summary



	2017-18	2018-19		2019-20
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Materials & Supplies	3,994	5,760	11,610	4,724
Capital Improvement	59,575	0	112,385	0
Services	6,969	4,600	4,600	4,600
Total	70,538	10,360	128,595	9,324
Revenue Sources:				
Other Revenue	20,285	8,600	120,985	7,600
Interest	125	10	250	250
Transfer Fund bal	50,128	1,750	7,360	1,474
Total	70,538	10,360	128,595	9,324

PARKS, RECREATION & CIVIC FACILITIES - PARKS



Parks Maintenance

Mission

Enhance both the beauty of the park system and user enjoyment of the City's park facilities by maintaining City parks, park buildings and equipment.

Core Services

- Work to improve the overall experience, accessibility and enjoyment of our parks, facilities and boulevard system.
- Maintain the scheduled maintenance program including mowing the 1500 acre, 26 mile parkway and parks system.
- Work with garden clubs and volunteers to adopt certain landscape areas and organizations to sponsor community improvement projects.
- Daily cleaning and maintenance of 23 park system restrooms, Provide trash pickup including emptying 320 barrels daily during the summer months. Weekly inspection of 16 playgrounds.
- Raise tree limbs and eliminate hazardous limbs and trees along well traveled areas of the parkway, trails and parks.
- Pre-emerge, seed, aerate and fertilize high use areas of parks.
- Enhance floral plantings throughout the parkway and parks system.
- Work to increase security and reduce vandalism in our parks and facilities.
- Continue Capital Improvements such as playground improvements, pool renovations, Krug Park Restoration, Hyde Park Renovation, etc.
- Partner with the Downtown Partnership in the Downtown Cleanup Program.

Current Year Activity/Achievements

- Maintained a nine day mowing cycle of the parkways, trails and parks.
- Replacement of Bartlett Park playground with an inclusive playground, new restrooms, and walkways.
- Laser graded Eagles baseball fields, replaced dugouts and batting cages and installed new walkways and handicap parking area - funds provided by donation from Buller Trust
- Replaced aging roof on carpenter shop and added parking area and walkway
- Collaborated with various community groups on a variety of community projects including a community garden
- Seasonal placement and removal of French Bottoms river dock
- Purchased and implemented a new radio communication system
- Currently constructing an 18 hole disc golf course from Bartlett Park to Walnut Street and back
- Added several memorial benches throughout the park system
- Prepared and maintained 21 ball fields from March to October

Budget Challenges/Planned Initiatives

- Construction of water feature and other areas at Hyde Park
- Maintenance and upkeep of aging rolling stock
- Implementation of new asset management software
- Maintain a 9 day mowing cycle of the parkway and park system
- Continue upgrades to department vehicles and equipment used in the care and upkeep of the boulevard and parks
- Install new foul poles at Heritage Park Softball Complex
- Repair of aging pools and operating system
- Repair or replace aging roofs on park facilities
- Continue to maintain many trees under our care
- Increase staff to accommodate increased work load

PARKS MAINTENANCE

Program 3090

Program Description

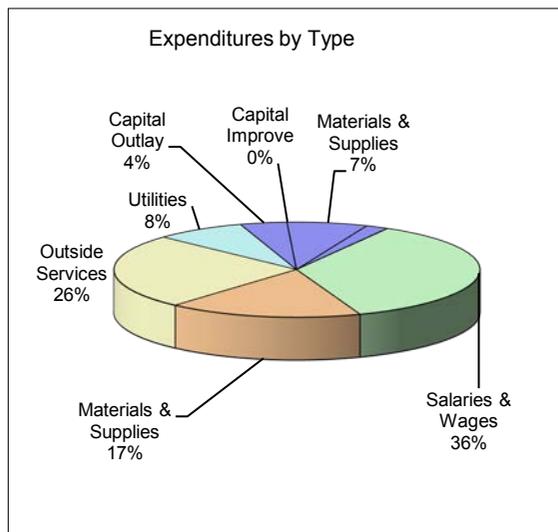
To enhance both the beauty of the park system and user enjoyment of the City's park facilities, staff maintains City parks, park buildings and equipment.

Staffing Detail

Superintendent of Parks
 Senior Work Leader
 Work Crew Supervisor
 Senior Auto Mechanic
 Maintenance Technician
 Equipment Operator III
 Equipment Operator II
 Senior Account Clerk
 Equipment Operator I
 Auto Service Technician
 Horticulturist

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
3	3	3	3
1	1	1	1
1	1	1	1
7	7	7	7
2	2	2	2
3	3	3	3
1	1	1	1
4	4	4	3
1	1	1	1
1	1	1	0
25	25	25	23

Operating Budget Summary

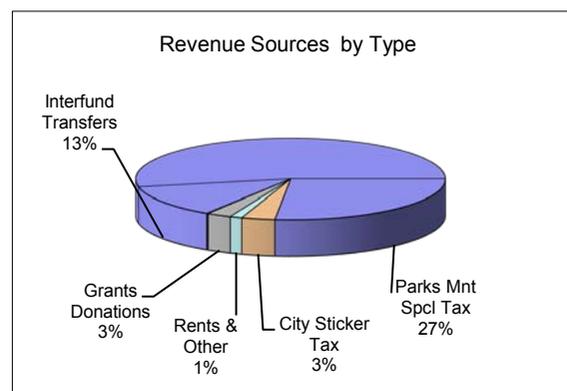


Expenditures:

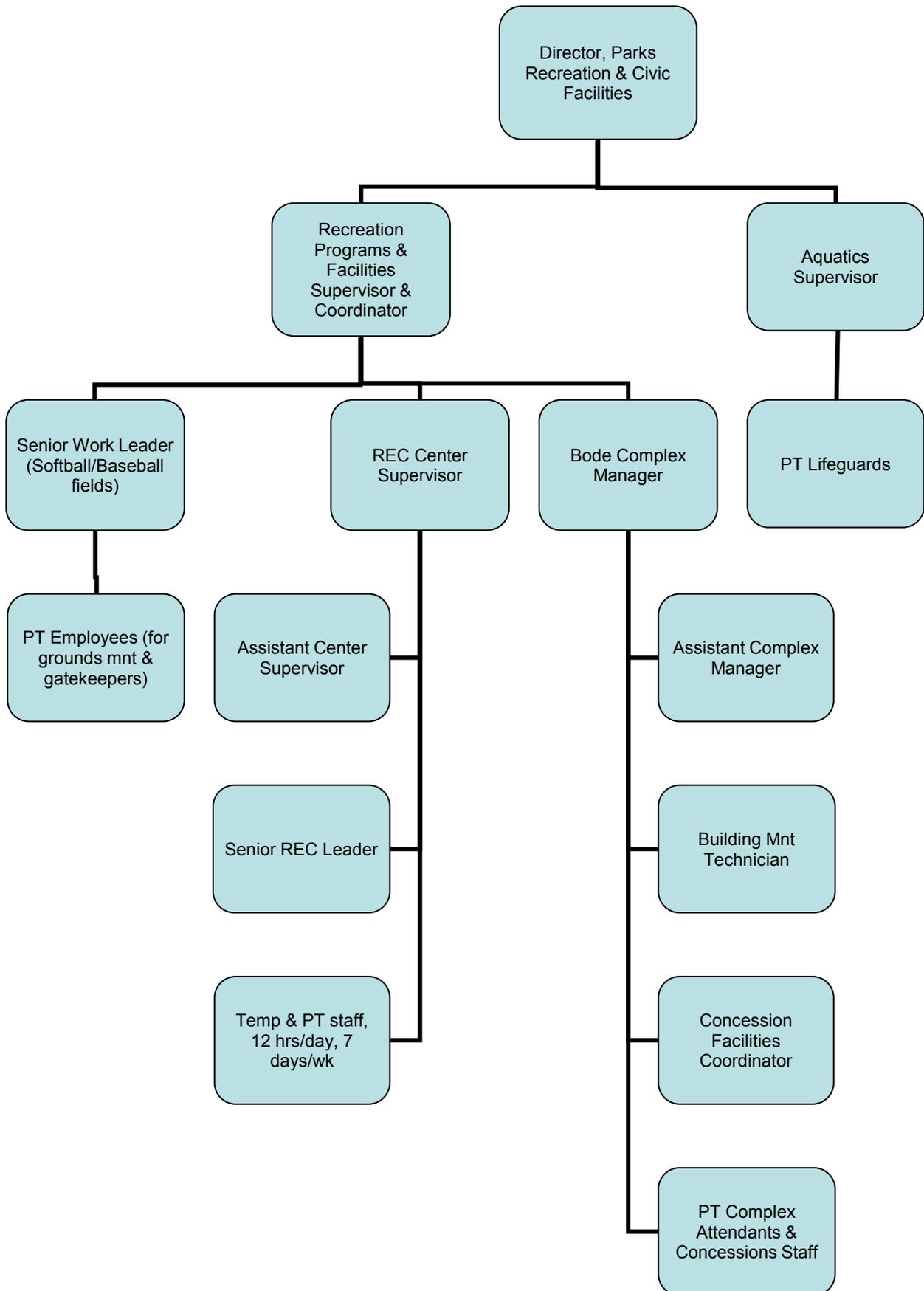
	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Salaries & Wages	1,004,959	1,034,485	1,045,624	984,162
Employee Benefits	443,165	455,433	466,139	469,129
Outside Services	670,874	681,620	681,620	695,652
Utilities	195,175	220,000	177,205	220,000
Capital Outlay	87,462	192,500	35,000	113,000
Capital Improve	307,616	38,500	12,000	0
Materials & Supplies	170,403	211,150	191,055	194,850
Transfers	0	39,560	39,560	54,597
Transfer Network	0	2,000	2,000	1,000
Total	2,879,654	2,875,248	2,650,202	2,732,390

Revenue Sources:

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Parks Mnt Spcl Tax	730,643	717,040	728,501	728,501
City Sticker Tax	96,988	95,000	95,000	95,000
Misc Rev	0	0	0	0
Rents & Other	34,443	34,450	34,450	34,450
Grants Donations	76,710	70,000	70,000	70,000
Interest	7,750	0	2,377	2,400
Other Revenue	5,347	2,000	2,000	2,000
Interfund Transfers	393,825	431,840	225,090	348,840
General Fund Other	1,533,949	1,559,368	1,492,783	1,453,599
Total	2,879,654	2,909,698	2,650,202	2,734,790



PARKS, RECREATION & CIVIC FACILITIES - RECREATION



Recreation Programs

Recreation, Softball/Baseball

Mission

Provide a variety of safe and enjoyable recreational activities to motivate youth to make positive, healthy life choices and discourage at-risk behavior. Promote tourism through sports tournaments and competition and provide a variety of recreation activities for adults in the community.

Core Services

- Administer the financial, operational budgets of the recreation and softball/baseball programs
- Provide assistance to user groups to facilitate youth sports activities
- Organize and facilitate adult programming for all ages in fitness, softball, baseball, and other recreational activities
- Market and promote city facilities for use in local, state, regional and national tournaments and competitions
- Provide quality facilities for various user groups in the community
- Coordinate with park maintenance staff to prepare and maintain athletic and recreation facilities for public usage

Current Year Activity/Achievements

- Partnered with St Joseph Health Department to facilitate St. Joe Fit wellness program
- Assisted St Joseph School District to facilitate an annual elementary track meet
- Offered youth tennis program during the month of July to introduce the game to young children
- Held the initial adult cornhole league at Heritage Park in the fall of 2018
- Held the first Outlaw Adventure challenge run in March 2018
- Held the first Senior Games sponsored by the Parks, Recreation & Civic Facilities department for adults 50 years of age and older offering various events and activities

Budget Challenges/Planned Initiatives

- USA Softball Men's Major fastpitch softball tournament to be held July 2019
- Hold the Outlaw Adventure Run and look into ways of increasing participation
- Increase participation in the Senior Games event
- Create equity between user groups and the fees that are collected for use of city facilities
- Renovation of tennis courts at Noyes, Northside, and Hyde Park - working around High School tennis schedules
- Increase participation for the tennis programs at Noyes Tennis center after renovations
- Decline in participation in traditional adult team activities such as softball and basketball
- Increased interest in new adult and youth activities such as cornhole, adventure/challenge runs, and disc golf that have shortened time commitments needed for participation

SOFTBALL/BASEBALL

Program 3020

Program Description

Provides a safe and enjoyable experience through the management and administration of the City's Spring and Fall Adult Softball programs and the City's 21 baseball and softball fields.

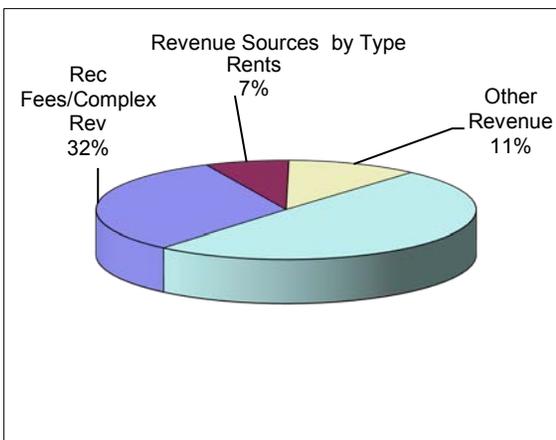
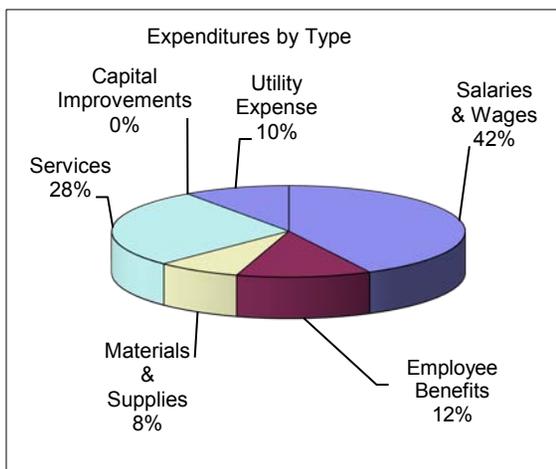
Staffing Detail

Senior Work Leader

PT Temporary Employees (Groundskeepers & Gatekeepers)

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1

Operating Budget Summary



Expenditures:

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Salaries & Wages	104,839	108,284	100,768	98,479
Employee Benefits	21,000	28,920	28,408	28,474
Materials & Supplies	21,567	17,720	17,720	17,812
Services	42,941	54,820	52,250	64,605
Capital Improvements	23,191	0	0	0
Utility Expense	22,480	22,500	18,016	22,500
Capital Outlay	0	0	0	0
Total	236,017	232,244	217,162	231,870

Revenue Sources:

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Rec Fees/Complex Rev	47,926	74,150	38,307	74,150
Rents	21,440	11,000	26,840	16,550
Other Revenue	29,000	25,005	25,005	26,005
General Fund-Other	137,651	122,089	127,010	115,165
Total	236,017	232,244	217,162	231,870

St. Joseph REC Center

Mission

To provide safe, supervised recreation and fitness opportunities through both adult and youth programs for the entire community.

Core Services

- Fitness Center, Indoor walking track, and fitness classes
- Adult sports include volleyball, basketball, and pickle ball
- Youth sports include basketball, volleyball, and karate
- Summer youth recreation and sports camp
- Special event and tournament rentals
- Health and wellness initiatives including St. Joe Fit
- Host community events

Current Year Activity/Achievements

- Added new fitness classes and saw an increase in class participants
- Continued summer youth sports and recreation camp
- Youth volleyball leagues increased and became one of the larger youth programs offered
- Volleyball and pickle ball continue to be the most popular sports programs for adults
- Facility rentals for youth basketball and volleyball practices increased due to more open court time availability
- Expanded pickle ball weekday open gym times
- Attended job and health fairs to promote the center
- One of the host facilities for the Missouri Special Olympics 2018 Indoor games
- Facility rentals for tournament increased due to more available weekend gym times

Budget Challenges/Planned Initiatives

- Possible 24-hour access to fitness room to attract new memberships. Without 24-hour fitness memberships have continued to decline
- Continue challenges with meeting needs of the variety of users with limited space
- Increase in fitness classes participants along with limited space for fitness classes, has a resulted in crowded classes and a need for more space
- With the inability to control the increasing aggressive and inappropriate behaviors there was not second session of Little Ballers league
- Looking to partner with outside organizations to offer youth basketball programs again in the future
- Will be host facility for National Youth Basketball tournament and Special Olympics Indoor Games in 2019
- Increased cost for security during youth recreation leagues
- Attempts to correct a sewer smell and still unable to find the cause

Performance Statistics

- 55 gym rentals for basketball practice
- 31 gym rentals for volleyball
- 197 Members in FY19 as of December - 232 Memberships in FY18

REC CENTER

(St. Joseph Recreation, Exercise & Community Center)

Program 3060

Program Description

The staff at the Center provide safe, supervised recreation opportunities through both adult and children's activity programs for the whole community. The REC Center hosts a fitness room, three basketball/volleyball courts, a community room, an indoor running track and rooms for various recreation & fitness programs. The Center also initiates summer playground and Life Skills programs.

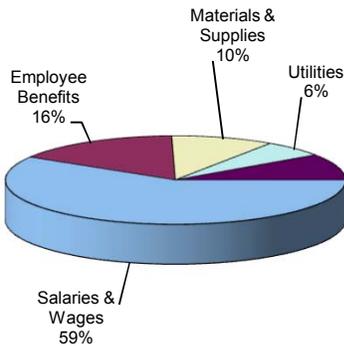
Staffing Detail

Recreation Center Manager
 Recreation Programs & Facilities Supervisor
 Assistant REC Center Manager
 Recreation Programs & Facilities Coordinator
 REC Activities Coordinator
 Custodian (3) @ 15 hrs/wk
 Receptionists (7) @ 29 hrs/wk
 Fitness Attendants (3) @ 25 hrs/wk
 Center has other Temp Fitness Instructors, Activity Room Attendants

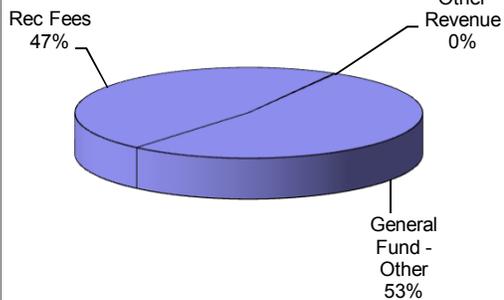
2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
0	1	1	1
2.5	2.5	2.5	2.5
3.5	2.5	2.5	2.5
1.5	1.5	1.5	1.5
11.5	11.5	11.5	11.5

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	451,800	538,454	432,521	441,668
Employee Benefits	111,651	126,644	128,302	120,385
Materials & Supplies	72,125	77,920	72,975	73,720
Utilities	45,077	44,000	38,994	44,700
Services/ Claims	79,997	88,420	71,320	72,370
Capital	0	0	0	0
Capital Improvements	0	0	0	0
Total	760,650	875,438	744,112	752,844
Revenue Sources:				
Rec Fees	371,256	354,620	323,240	354,620
Other Revenue	2,669	1,150	1,150	1,150
General Fund - Other	386,725	519,668	419,722	397,074
Total	760,650	875,438	744,112	752,844

Bode Sports Complex

Mission

Provide a variety of enjoyable, supervised, recreational activities for the community in a family friendly environment.

Core Services

- Recreational ice skating for everyone
- Ice time for figure skating organizations
- Ice time for hockey teams
- Provide classes for basic skills for figure skating and hockey
- Beyond basic skating program
- Host St. Joseph Curling Club activities
- Six lighted outdoor basketball courts which host the Summer Jam program
- Three outdoor pickleball courts and a multi-purpose area
- Host of a variety of figure skating competitions
- Host of a variety of youth hockey tournaments

Current Year Activity/Achievements

- Bode hosted the Pony Express Figure Skating Championships in September
- Hosted the Storm Girls' Hockey Invitational Tournament
- Bode was the site of the 5th Annual Best of MidWest Synchro Championships in November
- The Greater St. Joseph Youth Hockey Association added one additional team
- Collaborated with the RNC on the Recreation Education packages with great success
- The Synchro Christmas show 'The Spirit of Christmas' was again attended well
- National Skating Month in January had 273 people attend
- Bode started power and edge classes for figure skaters and hockey players
- Hosted Special Olympics Winter Games for the 28th year
- The FSC show will be held in May 'Mary Poppins Over Frozen Pond'

Budget Challenges/Planned Initiatives

- Continue house hockey program in August
- Offer an additional Learn to Skate Class through the week
- Offer a Learn to Synchro program to continue growing the Synchro teams
- Pickle Ball courts will be available for rent and leagues at newly re-purposed area in front of the ice arena

BODE SPORTS COMPLEX

Program 3080

Program Description

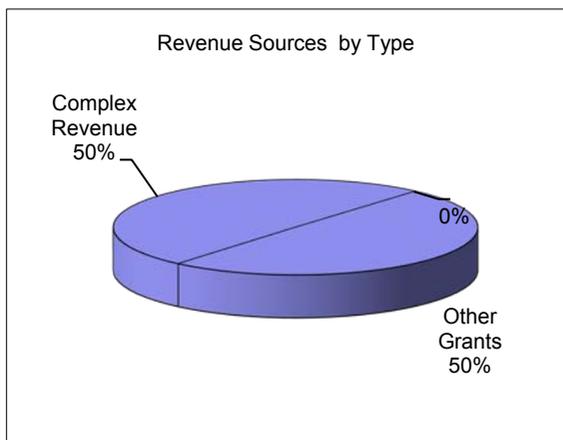
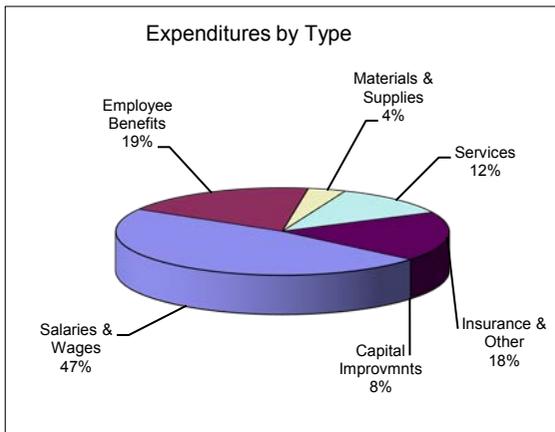
This program offers a quality facility that operates on a flexible schedule. The Complex is open 10 months a year for recreational skating, private parties, school groups, hockey and figure skating. Outdoor, in-line rink and basketball courts are open year round, weather permitting.

Staffing Detail

Ice Arena Manager
 Assistant Complex Manager
 Concessions Facilities Coordinator
 Building Maintenance Technician
 Various Positions (PT)

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Operating Budget Summary



	2017-18	2018-19		2019-20
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	198,514	202,224	211,830	215,268
Employee Benefits	72,475	81,385	81,666	86,722
Materials & Supplies	23,411	19,300	21,608	16,700
Services	72,836	60,420	64,720	52,840
Insurance & Other	97,716	73,200	68,253	83,200
Capital Improvements	33,247	0	0	0
Total	498,199	436,529	448,077	454,730
Revenue Sources:				
Complex Revenue	252,030	227,000	220,780	227,500
Misc Revenue	1,873	2,000	2,000	2,000
Other Grants	8,988	0	0	0
General Fund-other	235,308	207,529	225,297	225,230
Total	498,199	436,529	448,077	454,730

Parks Concessions

Mission

To offer outstanding customer service. Provide a variety of menu options to users of the Parks Concessions throughout the City.

Core Services

- Provide a clean, user friendly, environment
- Keep facilities and grounds clean and well maintained within health code
- Offer outstanding customer service at all times
- Employ over seventy seasonal part - time positions to the community
- Offer fair and responsible menu pricing

Current Year Activity/Achievements

- Maintained 8 concession areas within the Parks Concessions
- Revamped Bode Ice Arena concession operation and updated the menu
- Two employees received their ServSafe Management certification
- Continue to recycle in all areas of operation

Budget Challenges/Planned Initiatives

- Continue to build relationships with vendors to offer the best product and pricing
- Safety of employees continues to be an issue in remote facilities
- Provide credit card services at Drake/Southpark fields
- Impact of Minimum wage increase - increase wages will also increase product costs

PARKS CONCESSIONS

Program 3085

Program Description

This program accounts for the concession services provided by the Parks & Recreation Department to the swimming pools, ballfields, Remington Nature Center and Bode Sports Complex.

Staffing Detail

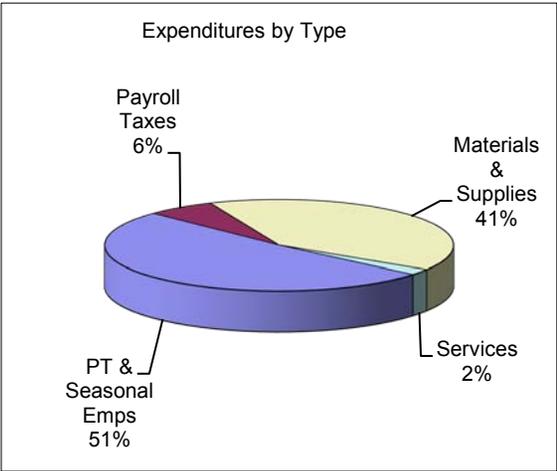
Part time concession staff only

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
N/A	N/A	N/A	N/A

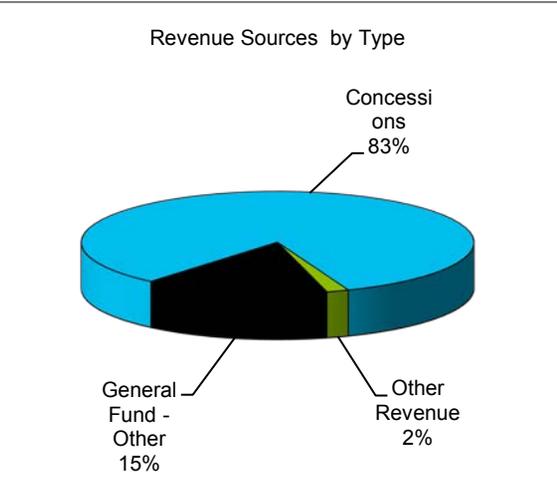
Major Budgetary Changes & Program Highlights

- ~The entire wage category is for part time concessions and recreation attendant personnel who work at the various venues - pools, ballfields, Bode Complex, and the Nature Center.
- ~No major change to the program's budget.

Operating Budget Summary



	2017-18 Actual	2018-19		2019-20 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
PT & Seasonal Emps	142,787	155,788	114,971	114,713
Payroll Taxes	10,939	18,356	18,356	14,290
Materials & Supplies	146,418	161,995	132,045	90,883
Services	8,129	4,720	5,895	4,720
Capital	0	0	0	0
Total	308,273	340,858	271,266	224,606
Revenue Sources:				
Concessions	241,762	272,175	272,175	186,446
Other Revenue	6,976	5,000	5,000	4,090
General Fund - Other	59,536	63,683	-5,909	34,070
Total	308,273	340,858	271,266	224,606



Swimming

Mission

To enable children and adults the enjoyment of recreational water activities, to provide a safe recreational environment and to learn water safety skills that will last a lifetime.

Core Services

- Supervise recreational swimming at the Aquatic Park, Krug Pool, and MWSU indoor pool
- Provide a year round family friendly swimming venue
- Provide swim lessons for children, ages 3 and up
- Provide a venue for swim team practices
- Provide lifeguard training and certification classes
- Provide a venue for aqua fitness classes
- A location for group events, such as daycares, summer camps, and other organizations

Current Year Activity/Achievements

- Able to increase the number of lifeguard staff after several years of decline
- Assisting with MWSU for operation and staffing of their year round indoor facility
- Added swim team practice opportunities at Aquatic Park and MWSU
- Working on organizing a Master's swim program
- Offered swim lessons only at MWSU throughout the year to better serve the public
- Implemented using RaceTrac software for daily transactions at the Aquatic Park
- Installed internet access to connect to the city's network
- Assisted with St. Joe Fit's Aqua Zumba

Budget Challenges/Planned Initiatives

- Staffing expense continues to be a problem. Unless we increase to stay competitive, we will lose employees to other companies paying more. Minimum wage will be increased by increments of 85 cents until it reaches \$12.00 in 2023 with each year thereafter increased according to Consumer Price Index.
- The year round involvement in the operation of the MWSU indoor pool
- Year round swim lessons and lifeguard training is now possible with indoor option
- Special rentals at the indoor facility should help with revenues
- Expanded flexibility in lifeguard training with indoor pool option
- Aging facilities and infrastructure continue to be a concern
- Attracting lifeguards - offered free certification this year to hopefully attract more people. They would have to be willing to work for the City if they take the free certification.

SWIMMING

Program 3030

Program Description

The swimming program provides daily water recreation opportunities for all area residents through administration of the City's swimming pools at Krug and Hyde Parks along with the St. Joseph Aquatic Center at the Noyes Park. The program also provides Red Cross swimming lessons, rental for pool parties, and events such as water fitness.

Staffing Detail

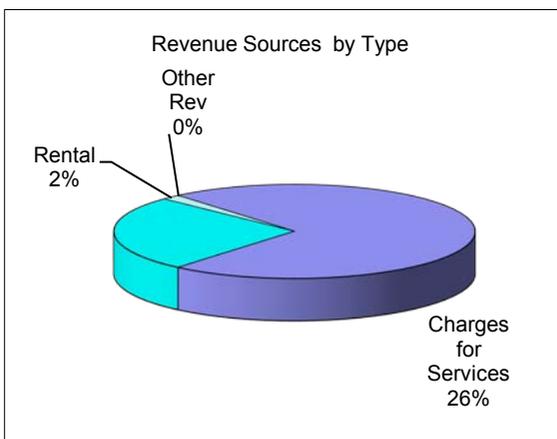
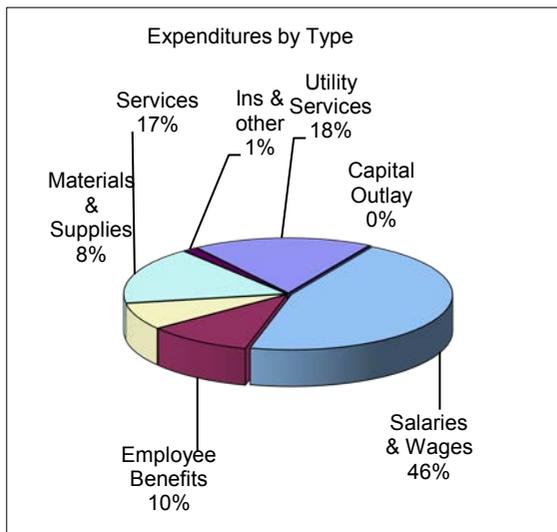
Aquatics/Recreation Supervisor
PT Temporary Employees

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1

Major Budgetary Changes & Program Highlights

~~Replacing aged and damaged equipment at the Aquatic Park (lounge chairs, & benches) \$7000
 ~~Request for purchas of backboards and mannequins \$2000

Operating Budget Summary



Expenditures:

Salaries & Wages
Employee Benefits
Materials & Supplies
Services
Ins & other
Improv Other Buildings
Utility Services
Capital Outlay

Total

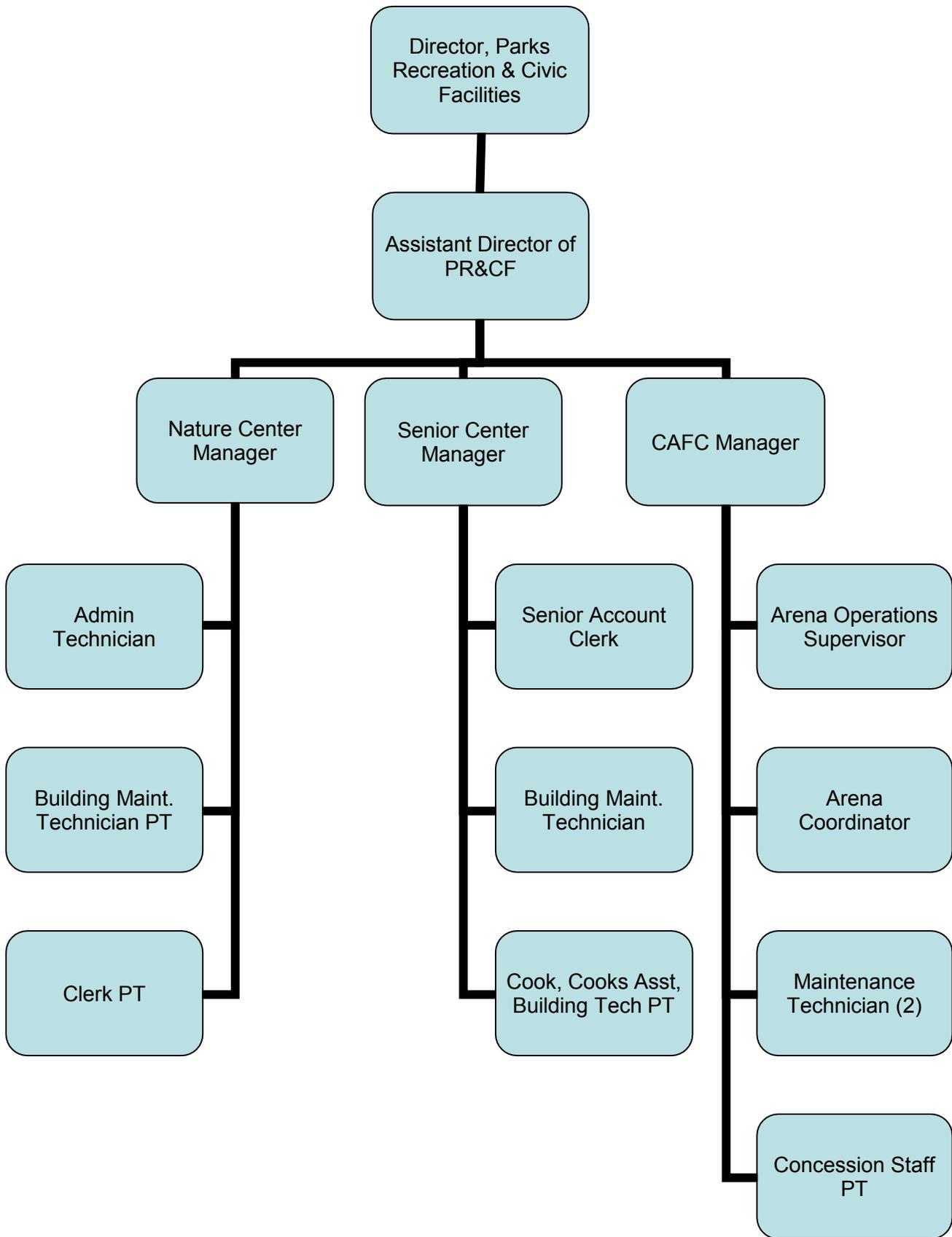
Revenue Sources:

Charges for Services
Rental
Other Rev
General Fund - Other

Total

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
225,644	240,925	226,461	214,537
38,734	49,842	52,671	48,914
55,488	39,950	40,350	36,413
81,197	91,020	67,020	78,620
0	6,250	6,250	6,250
0	0	0	0
64,336	43,500	95,166	84,000
12,385	0	0	0
477,784	471,487	487,918	468,733
120,896	122,000	109,439	122,000
5,867	8,000	7,040	8,000
2,194	0	0	0
348,828	341,487	371,439	338,733
477,784	471,487	487,918	468,733

PARKS & RECREATION - CIVIC FACILITIES



Remington Nature Center

Mission

To inspire visitors to learn more about human impacts on the Earth, and instill a desire to be a positive steward for our world through programming and hands-on experiences concerning nature and the cultural heritage of the St. Joseph area for our citizens and for tourists.

Core Services

- Showcase a variety of natural displays and exhibits
- Showcase a variety of historic displays and exhibits
- Provide educational programming for all ages on nature, animals, history, and cultural issues
- Programming includes 7,000 gallon aquarium with native fish on display
- Provide space for special events, parties, and meeting rentals
- Operation of gift shop with a variety of educational and recreational items
- Provide off-site outreach programs in the surrounding areas

Current Year Activity/Achievements

- Continued partnership with Bode Ice Arena for "Recreation Education" program
- Strengthened presence in local museum community with heavy involvement with Museum Association
- Participated in numerous off-site outreach programs throughout the region and state.
- Hosted several well attended educational programming events throughout the year.
- Hosted a large number of school field trips
- Continued popularity for business meetings, community evens, private parties, field trips, and outreach programs; hosted 366 separate events
- Increased admission fees for the first time in 10 years.
- Celebrated ten year anniversary - celebration was attended by approximately 370 people
- Welcomed more than 25,000 visitors, all 50 states represented as well as visitors from Mexico, Canada, Japan,
- Won "Best Museum" through the St. Joseph News Press

Budget Challenges/Planned Initiatives

- Continue to try unique ideas and increase programming options to increase revenues
- Issues with the HVAC system being inadequate for the building. Currently will not heat or cool properly.
- Enhance outdoor landscaping around the building
- Continuing the partnerships with area and regional school districts
- Lagoon retaining wall is failing and lagoon needs dredging due to silt
- The filtration units for the 7,000 gallon Aquarium has developed a leak. These filters are located in the basement, but need to be addressed.
- The roof is an ongoing issue and needs to be repaired.
- Conference room needs upgrades to flooring/carpeting and divider door needs to be replaced

REMINGTON NATURE CENTER

Program 3040

Program Description

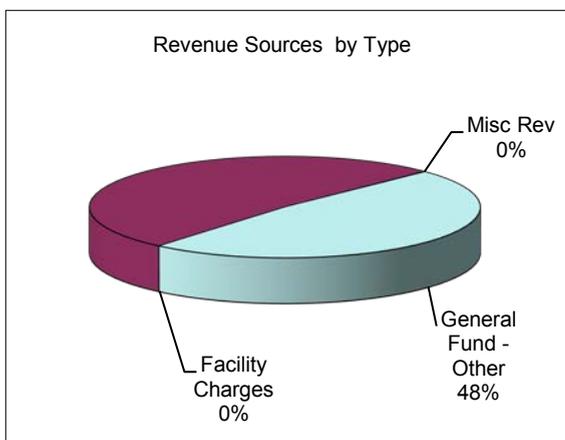
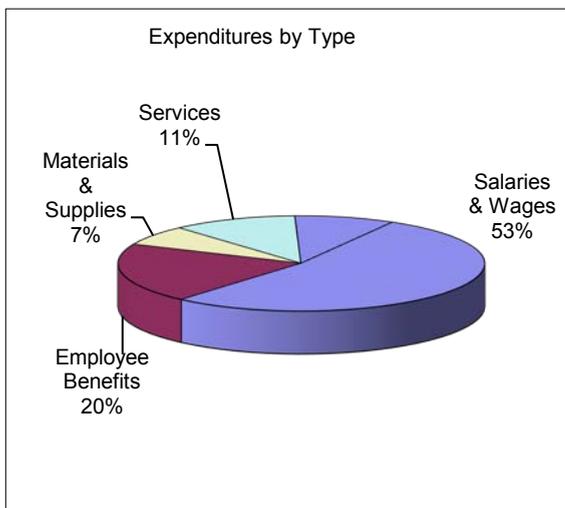
The Nature Center is a 13,000 square foot facility located to the south of the junction of McArthur Drive and Water Works Road with the River Walk and the Missouri River to the west. The Center focuses on the Missouri River, native flora and fauna, and the cultural history of the area. There are outside exhibit areas consisting of gardens, plantings and tree groves, which educate about their care and conservation. Inside the Center there are exhibits, presentations, programs, classes and workshops. Programming and hands-on experiences concerning nature and the cultural heritage of our area are provided for our citizens and for tourists.

Staffing Detail

Nature Center Manager
 Administrative Technician
 PT Building Mnt Tech (21 hrs/wk)
 PT Nature Center Educator (@ 21 hrs/wk)
 PT Clerk (1 @ 21 hrs/wk)
 PT Clerk (1 @ 32 hrs/wk)
 Add'l Spring & Summer Hours for PT Emps

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0.5	0.5	0.5	0.5
0	0	0	0.5
1	1	1	0.5
0.5	0.5	0.5	0.5
0	0.5	0.5	0.5
4	4.5	4.5	4.5

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	156,854	164,679	164,114	161,349
Employee Benefits	56,293	53,290	62,023	61,736
Materials & Supplies	20,620	25,500	25,500	20,806
Services	101,001	38,280	41,600	33,686
Utilities	30,517	27,000	22,773	27,000
Capital	0	0	0	0

Total

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Facility Charges	0	0	0	0
Other Rev	92,547	110,500	81,149	110,500
Misc Rev	61,553	250	250	250
Interfund Transfers	95,000	95,000	95,000	90,000
General Fund - Other	116,184	102,999	139,612	103,827
Total	365,284	308,749	316,011	304,577

Joyce Raye Patterson Senior Center

Mission

Provide a variety of services to persons age 50 and over and people with disabilities. Maintain a clean, positive, and healthy environment in order to increase the overall quality of life for persons 50 and over.

Core Services

- Administer the operational budgets of the center
- Facilitate relationships with a wide variety of user groups
- Provide a facility for groups to use for fitness, recreation, education, and socialization
- Provide an active fitness center with a variety of strength and cardio equipment
- Provide a cafeteria serving lunch Tuesday - Friday

Current Year Activity/Achievements

- Continue to provide a safe, clean environment for senior user groups
- Offered educational programs to seniors "Glimpses of the Past", and Scramboree
- Increased social media presence on Facebook
- Replaced damaged fitness center flooring with Bounce 2
- Senior Center Council/Strategic Planning - SWAT analysis to improve the center
- 40th Anniversary celebration observed and received a proclamation by the Mayor
- Added rooftop alarm beams after suspected tampering with HVAC units
- Cafeteria has made adjustments to lunches, proving to be very popular
- Volunteer committee held a "clean up of the area" at the lower level parking lot to spruce up our appearance as guests are entering the building
- Senior Center hosts the Senior Foundations annual Thanksgiving dinner

Budget Challenges/Planned Initiatives

- Aging building needs significant renovations in almost all areas, issues needing attention are a new roof, HVAC units, elevator, painting interior/exterior, replace aging/weathered signs, finish LED lighting, finish exposed pipe project.
- Kitchen renovations/repairs needed, replace walk in freezer, steam table, refrigerators, hood system, and dishwasher
- Continue offering education sessions and opportunities and look at new ways to attract and increase participation
- Working with the Silver Sneakers program on the centers eligibility to participate
- Pit in sidewalk on 10th street is leaking and needs replacement - backflow preventer cannot be tested due to failing equipment
- Fees and charges - what would be reasonable for our customers and not deter participation in center

JOYCE RAYE PATTERSON SENIOR CITIZEN CENTER

Program 3050

Program Description

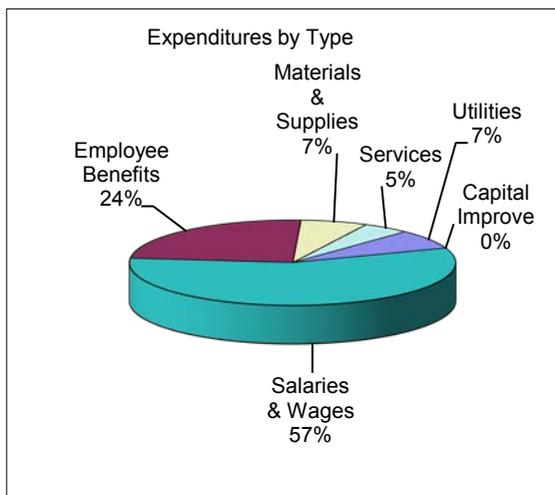
The Center provides a variety of services to persons age 50 and over, and to the disabled in a well-maintained, clean, cheerful and healthful environment. Services include card groups, craft activities, dances, special events, meeting space, retirement association meetings, a computer lab and a fitness room. It also has a cafeteria open to the public.

Staffing Detail

- Senior Center Manager
- Fitness Coordinator (split with REC)
- Senior Account Clerk
- Building Maintenance Technician

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Operating Budget Summary

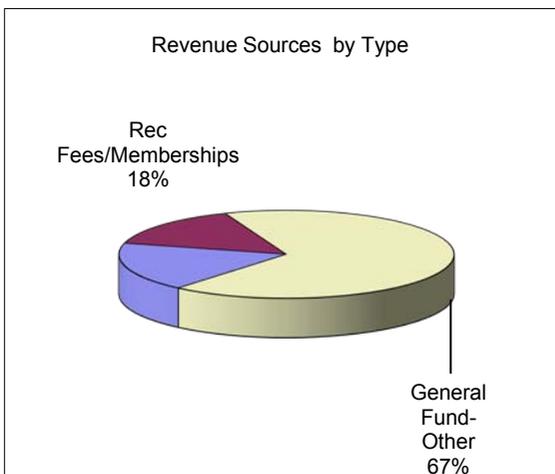


Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	157,442	195,934	192,922	194,382
Employee Benefits	55,065	78,207	78,179	82,124
Materials & Supplies	17,536	19,100	16,175	22,528
Services	22,074	15,865	25,182	15,865
Utilities	28,842	30,415	26,257	25,000
Capital	0	0	0	0
Capital Improve	11,431	0	0	0
Total	292,390	339,521	338,715	339,899

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Rec Fees/Memberships	58,807	61,000	64,200	61,000
Other Revenue	50,932	35,938	35,938	50,938
General Fund-Other	182,651	242,583	238,577	227,961
Total	292,390	339,521	338,715	339,899



Civic Center Arena and Concessions

Mission

The Civic Arena is a downtown facility that hosts concerts, trade shows, sporting events, conventions, and other special events in order to enhance the local economy and contribute to the overall appeal of St. Joseph as a destination for both local and outside business and tourist trade and entertainment.

Core Services

- The Civic Arena offers 40,000 square feet of unobstructed exhibition space for trade shows.
- Venue provides an arena for sporting events that include wrestling, basketball, bull riding, cheer and dance
- Perfect venue for receptions, banquets, conventions, meetings, training, parties, and a various other parties and activities.
- The Civic Arena provides concession stands, catering and bars for all events.
- Family entertainment facility for events such as dog shows, chili challenge, Harlem Globetrotters, circus events,
- Perfect event space for specialized events such as Vet2Vet, Special Olympics, and a Statewide Dental Clinic.

Current Year Activity/Achievements

- Successful year with numerous corporate bookings for meetings and banquets.
- Numerous banquets including the Chamber of Commerce, Women of Excellence, Pivotal Fall Ball, Noyes Home "Take A Seat", Mayor's Thanksgiving Dinner, and Mayor's Prayer Breakfast.
- Liberty Nationals Youth Wrestling Tournament completed it's six consecutive year at the arena.
- Hosting another year of trade shows that included the Midland Empire Farm and Ag, Gun Shows, Antique Show,
- Adding a new trade show the year . . . Shop Small St. Joseph.

- Concert featuring Justin Moore and Dylan Scott.
- Because of Finance Assistance Program we were able to host the Children's Area Fair, Tiny Tot Town, and two Career
- We continue our relationship with Boehringer Ingelheim hosting their annual employee meeting.

Budget Challenges/Planned Initiatives

- The arena staff continues to search out more diverse events that will fit well with our facility and community.

- We continue to struggle with the aging facility that is in dire need of attention including for safety purposes in terms of
- Continue to develop deeper relationships with promoters showing them their event can be successful in St. Joseph and specifically at the Civic Arena.
- We work closely with the Convention and Visitors Bureau to seek local and out of town events.

- Work hard to maintain our current client base by providing them the best possible customer service in a safe and clean
- Struggle with deficiencies in our heating and cooling system. The boilers continue costing us high amounts to keep them operating.
- Currently have a non-functioning emergency generator.

- All seating and bleachers are in dire need of replacement for mechanical and safety reason.
- Major issue with a storm drain causing periodic flooding of lobbies.

CIVIC ARENA

Program 5510

Program Description

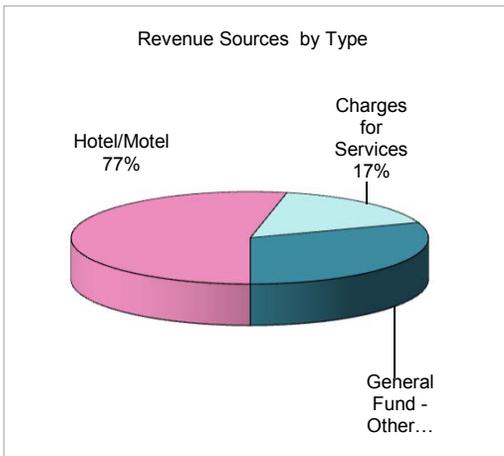
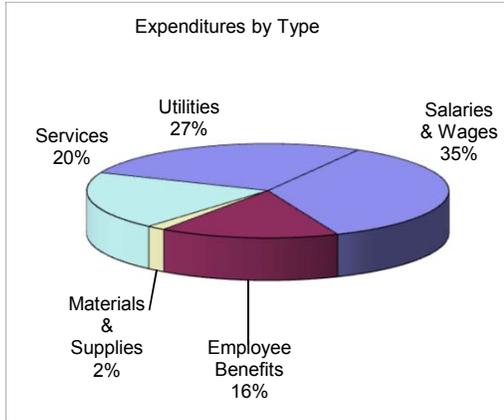
The Civic Arena is a downtown facility that hosts concerts, trade shows, sporting events, conventions and other special events in order to enhance the local economy and contribute to the overall appeal of St. Joseph as a destination for both local and outside business and tourist trade and entertainment.

Staffing Detail

- CFAC Manager
- Arena Operations Supervisor
- Maintenance Technician
- Arena Coordinator

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Operating Budget Summary



	2017-18	2018-19		2019-20
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	181,158	191,637	185,829	186,684
Employee Benefits	74,853	81,708	78,308	84,230
Materials & Supplies	39,440	9,800	10,750	8,800
Services	122,190	114,627	99,202	104,740
Capital Improvements	4,500	0	0	0
Utilities	148,699	121,800	142,656	142,800
Capital	41,440	0	0	0
Total	612,280	519,572	516,744	527,254
Revenue Sources:				
Hotel/ Motel Tax	613,214	714,000	714,000	714,000
Charges for Services	229,307	214,000	199,865	219,000
Other Revenue	754	0	0	0
Interest	1,028	0	667	675
General Fund - Other	(230,994)	(408,428)	(397,121)	(406,421)
Total	613,309	519,572	517,411	527,254

CIVIC ARENA CONCESSIONS

Program 5520

Program Description

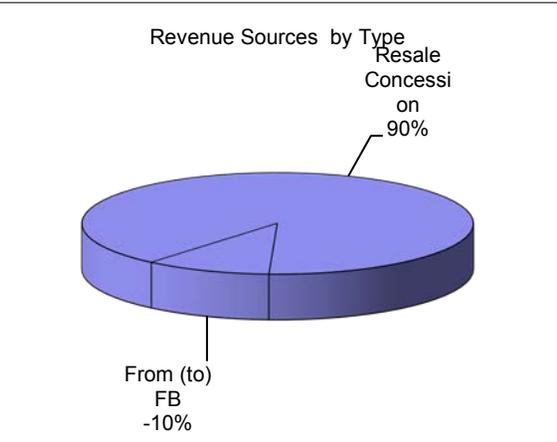
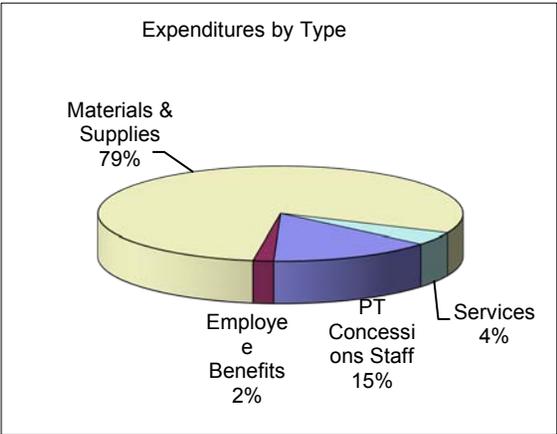
This program accounts for the concession products supplied to the patrons of the Civic arena through stand and bar operations. Staff also do minor catering of events.

Staffing Detail

Part time concession staff only

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
N/A	N/A	N/A	N/A

Operating Budget Summary



	2017-18 Actual	2018-19		2019-20 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
PT Concessions Staff	10,133	20,600	14,726	14,726
Employee Benefits	778	2,400	2,400	1,839
Materials & Supplies	54,924	90,000	69,250	80,550
Services	4,146	4,500	4,500	4,500
Total	69,980	117,500	90,876	101,615
Revenue Sources:				
Resale Concession	142,784	115,000	115,000	115,000
Other Rev	0	0	0	0
From (to) FB	(72,804)	2,500	(24,124)	(13,385)
Total	69,980	117,500	90,876	101,615

Missouri Theater

Mission

The Missouri Theater is a 1,200 seat, 1920's vaudeville style entertainment facility in the heart of downtown St. Joseph. The Theater provides a home to many of the city's arts associations and serves as a venue for a wide variety of cultural events.

Core Services

- Missouri Theater is on the National Registry of Historic Buildings.
- Missouri Theater is a venue for local arts organizations to perform including Robidoux Resident Theatre, St. Joseph Symphony, Creative Arts Productions, and various dance schools.
- The Missouri Theater provides a venue for the Performing Arts Association to host their season of national and international acts.
- Missouri Theater is perfect for movie showings, meetings, award ceremonies, graduations, pageants, and conferences.
- Missouri Theater is excellent for concerts.

Current Year Activity/Achievements

- Local company productions, i.e. Foot Loose, The Dark Fairy, Momma Mia, Annie, 9 to 5, Madagascar, Peter Pan, St. Joseph Symphony, Shrek, Legally Blond, and others
- Performing Arts Association brought in Roy Orbison and the Everly Brothers, Temptation Revue, Steve Lippia, Inspiration of Broadway, Steep Canyon Rangers, Stunt Dog Experience, Tony Danza, Brass Transit, Lee Rocker and Forever Plaid.
- The return of four local dance companies using the Missouri Theater for the annual recitals.
- Various Pageants, conference and meetings used the venue.
- Began working with a new promoter where we were able to bring in the Beach Boys, Josh Turner, Dwight Yoakam and Three Dog Night.
- The Missouri Theater was the perfect venue for showcasing the new film "Christmas at the Chateau."
- Branson artists the Haygoods performed at the Missouri Theater.

Budget Challenges/Planned Initiatives

- The Missouri Theater welcomed a new sound system and upgrades to the dressing rooms and green room thanks to some very generous local donations.
- All office spaces at the complex are currently occupied.
- Seats at the Missouri Theater are in need of replacement and/or being cushioned and covered.
- Water leakage from roof drainage is causing severe damage to the walls and ceiling areas.
- Work is needed on the studio windows which have been broken and/or damaged over the years.

MISSOURI THEATER

Program 3710

Program Description

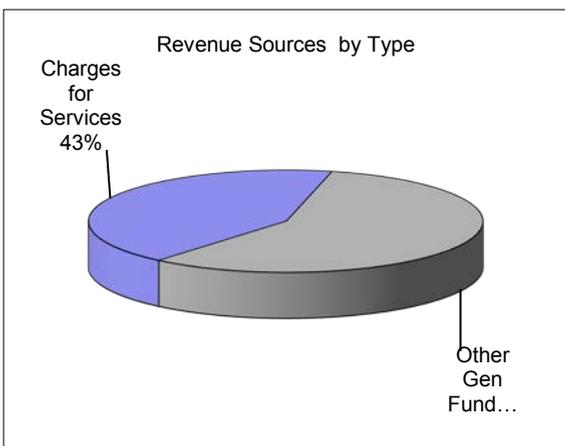
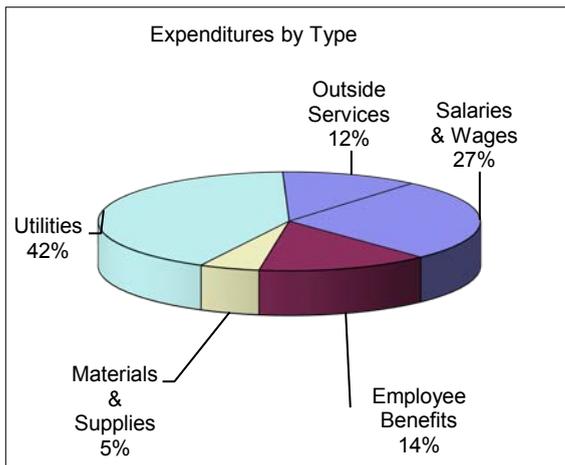
The Missouri Theater is a 1,200 seat, 1920's vaudeville style entertainment facility in the heart of downtown St. Joseph. The renovated Theater provides a home to many of the City's arts associations. It serves as a venue for a wide variety of cultural events.

Staffing Detail

Maintenance Technician

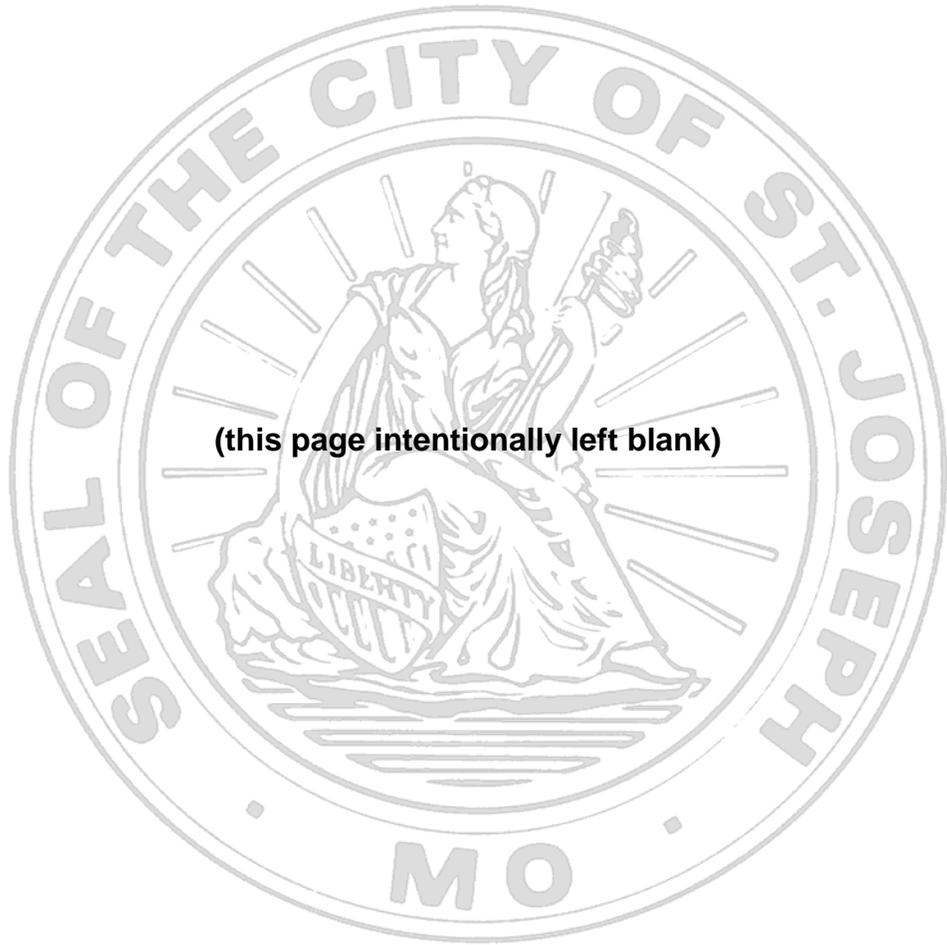
2017-18	2018-19		2019-20
	Adopted	Estimated	Budget
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

Operating Budget Summary



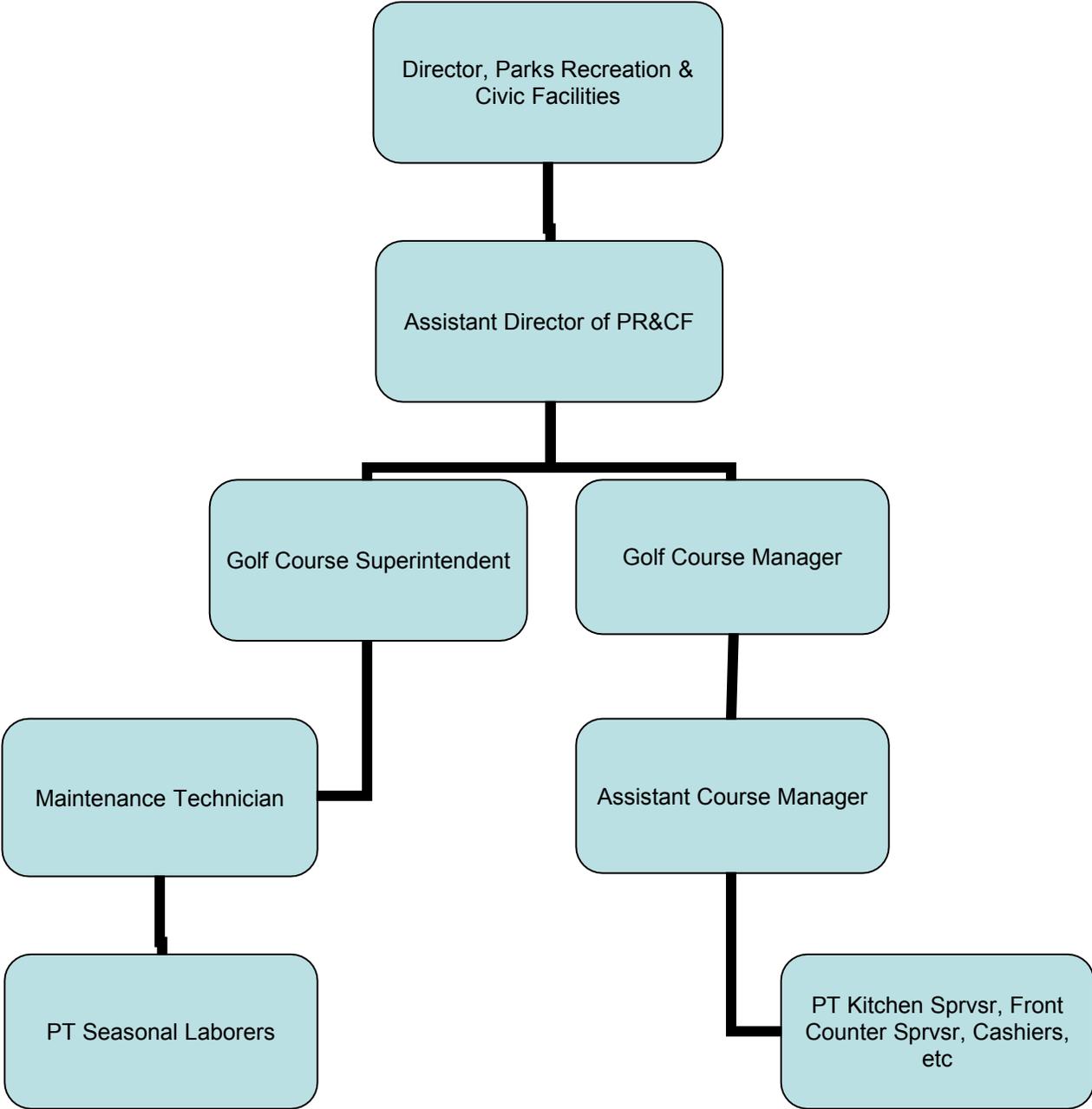
Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted	Estimated	Budget
Salaries & Wages	44,659	45,796	45,903	32,263
Employee Benefits	19,191	19,907	18,585	17,501
Materials & Supplies	5,198	9,000	9,000	6,120
Utilities	35,103	49,800	54,104	50,300
Capital Improve	11,465	0	0	0
Outside Services	40,071	39,000	29,000	14,000
Total	155,688	163,503	156,591	120,183
Revenue Sources:				
Charges for Services	52,425	52,875	51,775	51,175
Other Gen Fund	103,263	110,628	104,816	69,008
Total	155,688	163,503	156,591	120,183



(this page intentionally left blank)

PARKS, RECREATION & CIVIC FACILITIES GOLF COURSE



Fairview Municipal Golf Course

Mission

To provide a competitive, yet enjoyable 18-hole golf course complete with practice facilities, fully stocked Merchandise Shop, snack bar, and full service banquet/meeting room with on site catering available.

Core Services

- The City of St. Joseph's only 18 hole public golf course
- Offering league opportunities for men, women, seniors, and corporate
- Corporate outings, fundraisers, couples golf, memorial events, and social eat/play/meeting options are all highlighted in our Tournament schedule each season
- Banquet room available for up to 150 guests as well as on site catering to compliment your event
- Not only is beautiful scenery an added attraction when utilizing our three outdoor patio areas but these areas now boast speakers to listen to music or favorite sports broadcasts through our new outdoor sound system.
- Manicured golf course made consistent through daily, weekly, and other scheduled routine maintenance.
- Turf performance maintained through proper fertilization to greens, tees, fairways; pest and weed control; and aeration and seeding practices.
- Provide a clean and attractive clubhouse and parking lot area with knowledgeable, courteous staff to meet all your golf and banquet needs.
- Provide quality food service with clean and up-to-date facility and kitchen with properly trained staff.
- Indoor winter golf now available through simulator play providing entertainment through leagues, open play and range, and party options

Current Year Activity/Achievements

- Simulator golf continues to be popular during the winter months providing off season revenues through leagues, open play, and indoor range options.
- Corporate members grew from 79 members in 2017 to 123 members in 2018.
- Popular leagues continue such as Wednesday night Men's league May-September of each season with 112 weekly players. Tuesday morning ladies host between 14-22 players each week, while the Thursday FLAG ladies 9-hole league increased members by 15 this year. Legends senior golf is played every other Thursday hosting between 48-60 players each outing.
- Corporate leagues are also held weeknights with 4 different companies bringing in an average of 16-28 people for each league per week.
- PGA Teaching Pro, Greg Dillon and MWSU continue their co-op operations with Fairview offering junior camps in summer, private lessons, and fall college curriculum class for beginner golfers.
- Banquet room opportunities continue to grow each year since the 2010 renovation. Rentals include class and family reunions, birthday and retirement parties, weddings, and receptions, memorial services, Christmas and sorority parties, baby and bridal showers, company meetings and parties, and the list grows each year. 181 events were hosted this year with 40% of those utilizing our catering/bar services.
- Several trees were cut down over the year - some due to disease and others to open up fairways to promote more growth in our Zoysia turf.
- Maintenance has overhauled the 5 reels associated with the older fairway mowing unit to provide a backup/added mower for the new season coming up.
- New sprayer was purchased this year replacing the one which was over 25 years old. This provides better coverage when applying chemicals.
- Co-op hosting (2) winter adult Corn hole leagues in banquet room, providing new revenues in concessions averaging \$250-300 each week.

Budget Challenges/Planned Initiatives

- Loss of memberships due to private competing club becoming more public. Loss of memberships meant loss of revenue through greens/cart fees, concessions, range, and Pro Shop revenue.
- Golf rounds were less this season mainly due to loss of memberships.
- Increased wages begin in January 2019 for all part time workers. This will impact services provided eventually as it is set to continue to raise annually. Catering/concessions will be raised to offset some costs associated with staff and less staff utilized for events will be the unfortunate reality looking into the future. It will be tricky to keep fees at current levels through this as well as stay competitive with (3) other area golf courses. The golf course with most competitive pricing while still maintaining a well-kept course will be the one who attracts the most rounds.
- Simulator upgrade is necessary to continue interest in off season golf activity. Ours is in its fourth year and beginning to have some problems. Options are being addressed now for the future. These problems have seen a decline in simulator rounds due to down/repair time.
- Merchandise shop will discontinue selling clothing in the season ahead and focus more on clubs, tees, balls, hats, novelty items to sell.

FAIRVIEW MUNICIPAL GOLF COURSE

Program 3070

Program Description

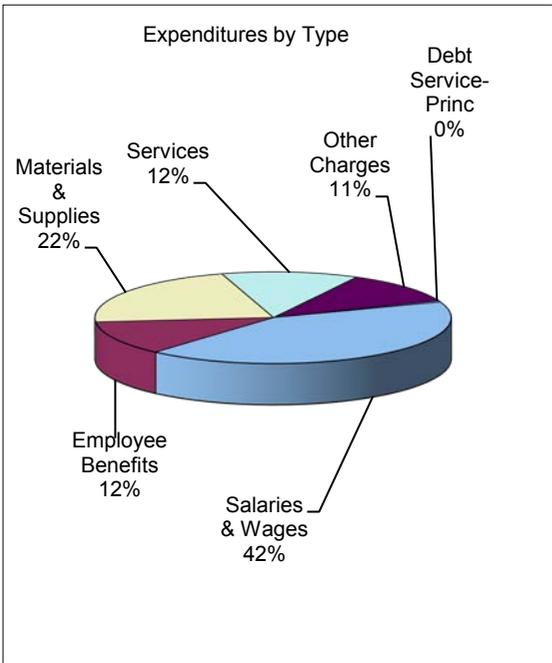
Fairview Golf Course, the City's only public course, offers a competitive and enjoyable golf environment and practice facility for St. Joseph citizens as well as visitors through leagues, clubs and other programs for men, women, seniors and

Staffing Detail

- Golf Course Superintendent
- Golf Course Manager
- Golf Course Assistant Manager
- Maintenance Technician
- Part-time

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
3.5	3.5	3.5	3.5
7.5	7.5	7.5	7.5

Operating Budget Summary

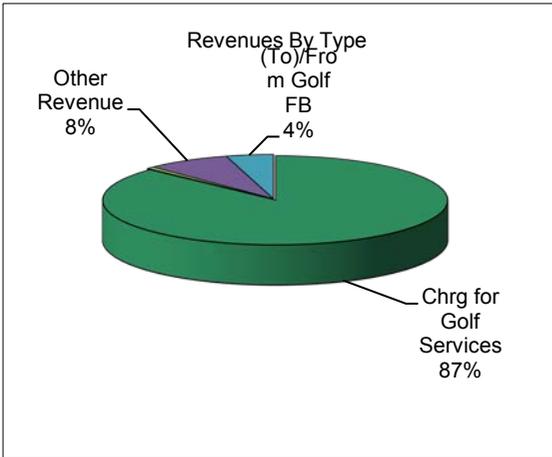


Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	334,523	335,043	326,055	324,296
Employee Benefits	89,761	100,268	98,538	92,712
Materials & Supplies	210,184	171,100	179,040	168,900
Services	108,685	90,310	102,535	95,812
Other Charges	100,936	64,500	101,133	86,500
Capital	2,263	0	0	0
Debt Service- Princ	0	0	0	0
Debt Service - Interes	0	0	0	0
Transfers	21,409	0	0	0
Transfers Computer	3,000	3,000	3,000	4,000
Total	870,761	764,221	810,300	772,220

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Chrg for Golf Services	650,385	715,200	685,103	671,800
Interest	(257)	0	(355)	0
Other Revenue	6,006	6,000	6,000	6,000
Interfund Transfer	196,824	47,360	107,500	60,332
(To)/From Golf FB	17,546	(4,339)	11,697	34,088
Total	870,504	764,221	809,945	772,220



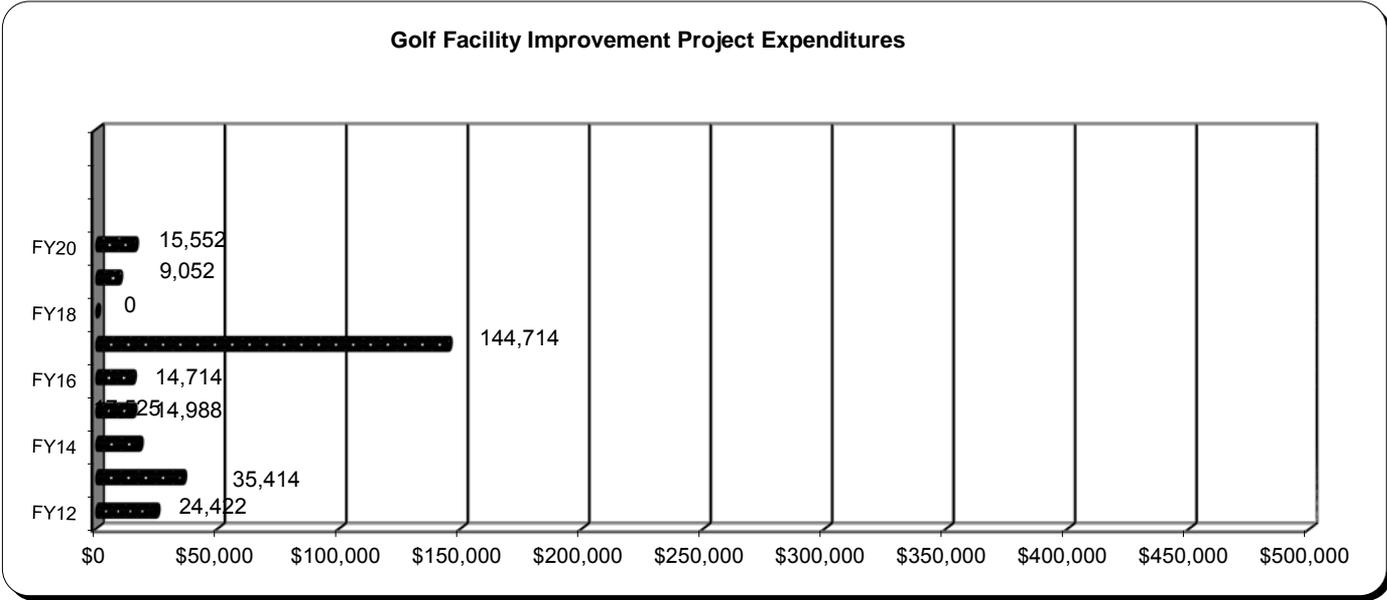
GOLF FACILITY IMPROVEMENTS

Program 1300

PROGRAM DESCRIPTION

The Municipal Golf Improvements Program was established to track, monitor, and facilitate capital expenditures funded by the voluntary \$1.00/round golf surcharge.

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Capital Budget Summary

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	0	9,052	9,052	9,052
Debt Principal	0	0	0	0
Debt Interest	0	0	0	0
Machinery & Equip	0	0	0	0
Capital Imprvmts	0	0	0	6,500
Total	0	9,052	9,052	15,552
Revenue Sources:				
Chrgs for Services	18,596	21,100	21,100	21,100
Other Revenue	0	100	0	100
Interfund Transfer	0	0	0	6,500
FB from/(to)	(18,596)	(12,048)	(12,048)	(12,148)
Total	0	9,152	9,052	15,552

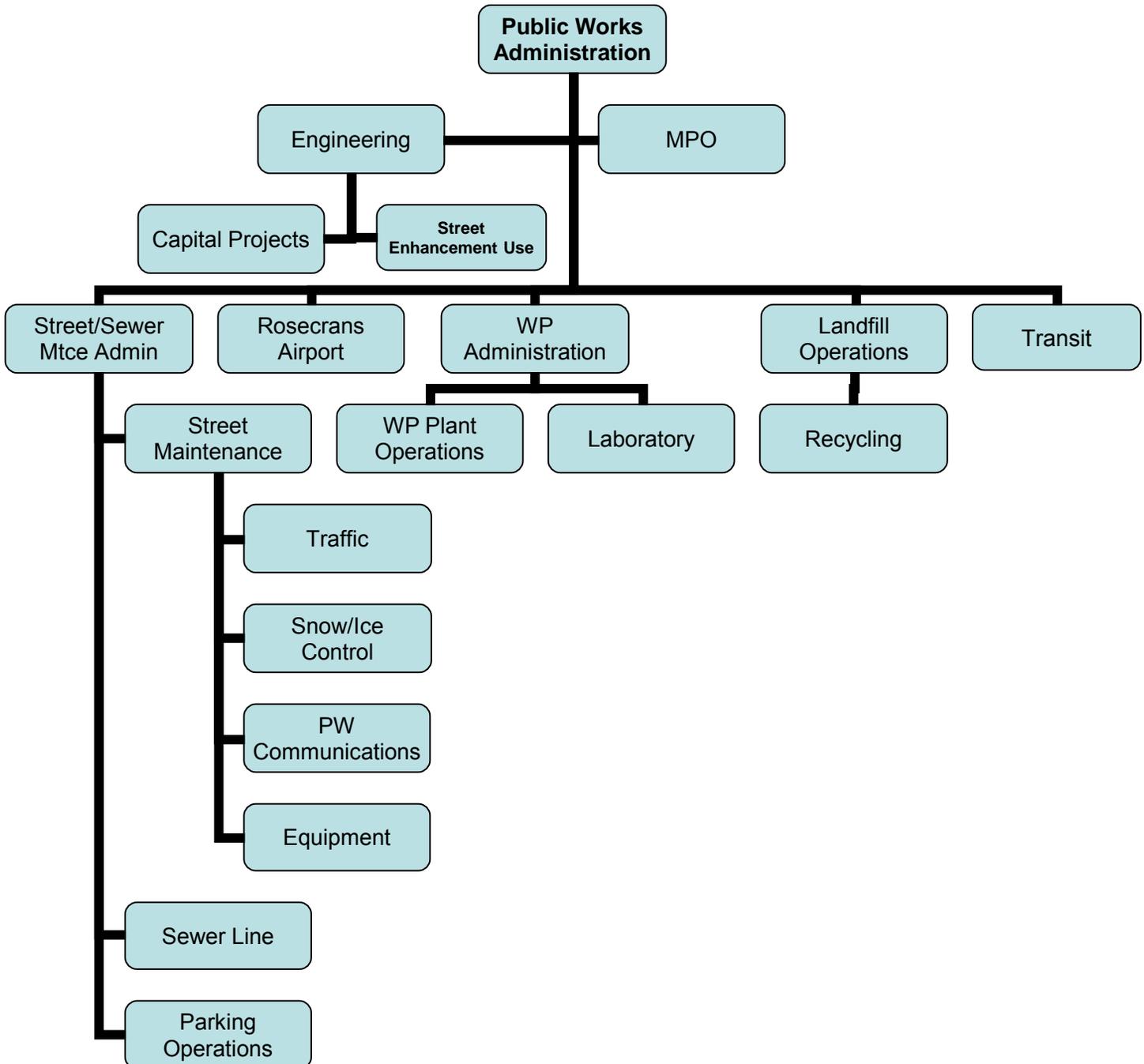
PUBLIC WORKS DEPARTMENT

The Public Works Department provides for street maintenance, street overlay, storm sewers, bridges, street signs, snow removal, street lighting, operations at the city's parking structures and lots as well as downtown parking enforcement, solid waste disposal and recycling, engineering and capital project management, wastewater treatment and sewer collection system maintenance, mass transit services, and a municipal airport.

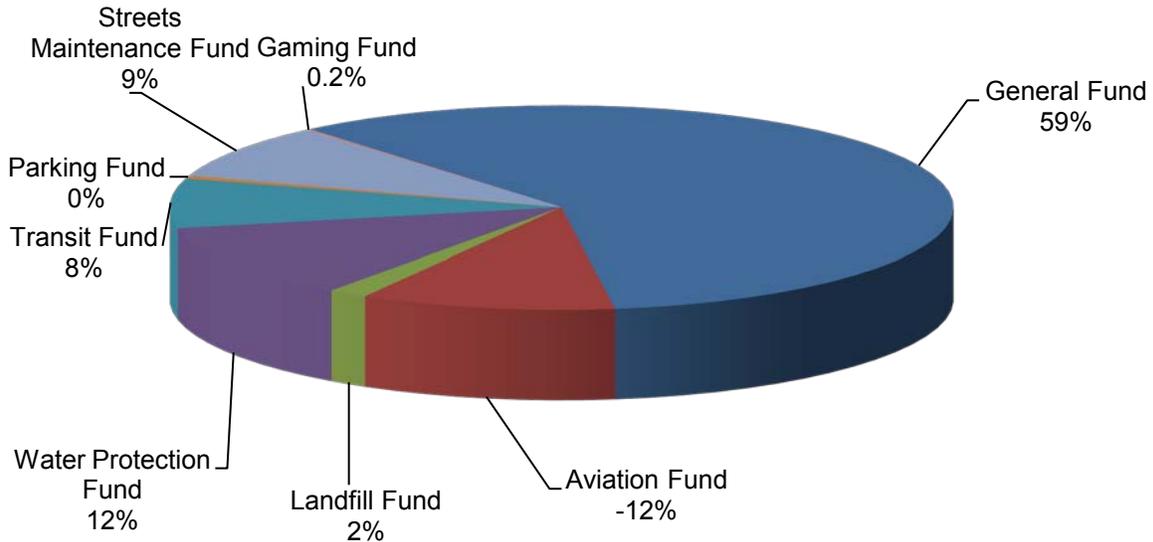
These operations are funded through the City's share of the Missouri motor fuel tax, road and bridge tax, local general sales tax, use tax, parking fees & fines, landfill fees, sewer treatment fees, airport rents, transit fares and federal transportation operation grants.

Infrastructure improvements are financed by a combination of tax revenues, fees, State Revolving Loan bonds, revenue bonds, and county, state, and federal grants.

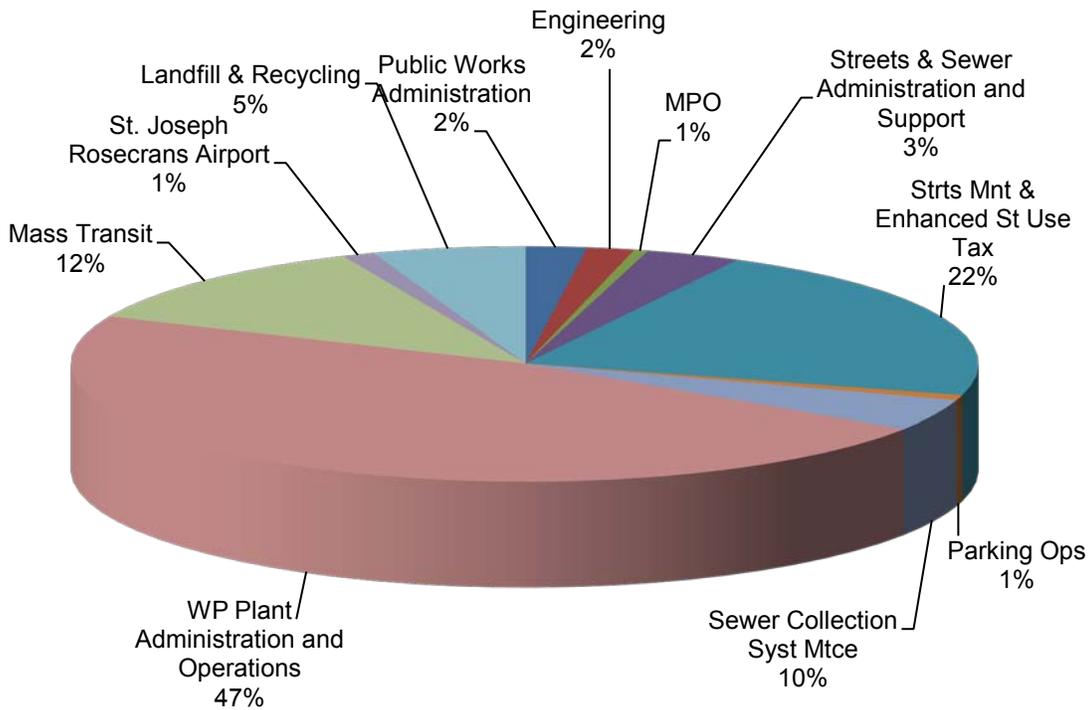
TOTAL BUDGETED RESOURCES: \$ 101,036,914



PUBLIC WORKS DEPARTMENT SOURCES & USES



FUNDING SOURCES - OPERATING

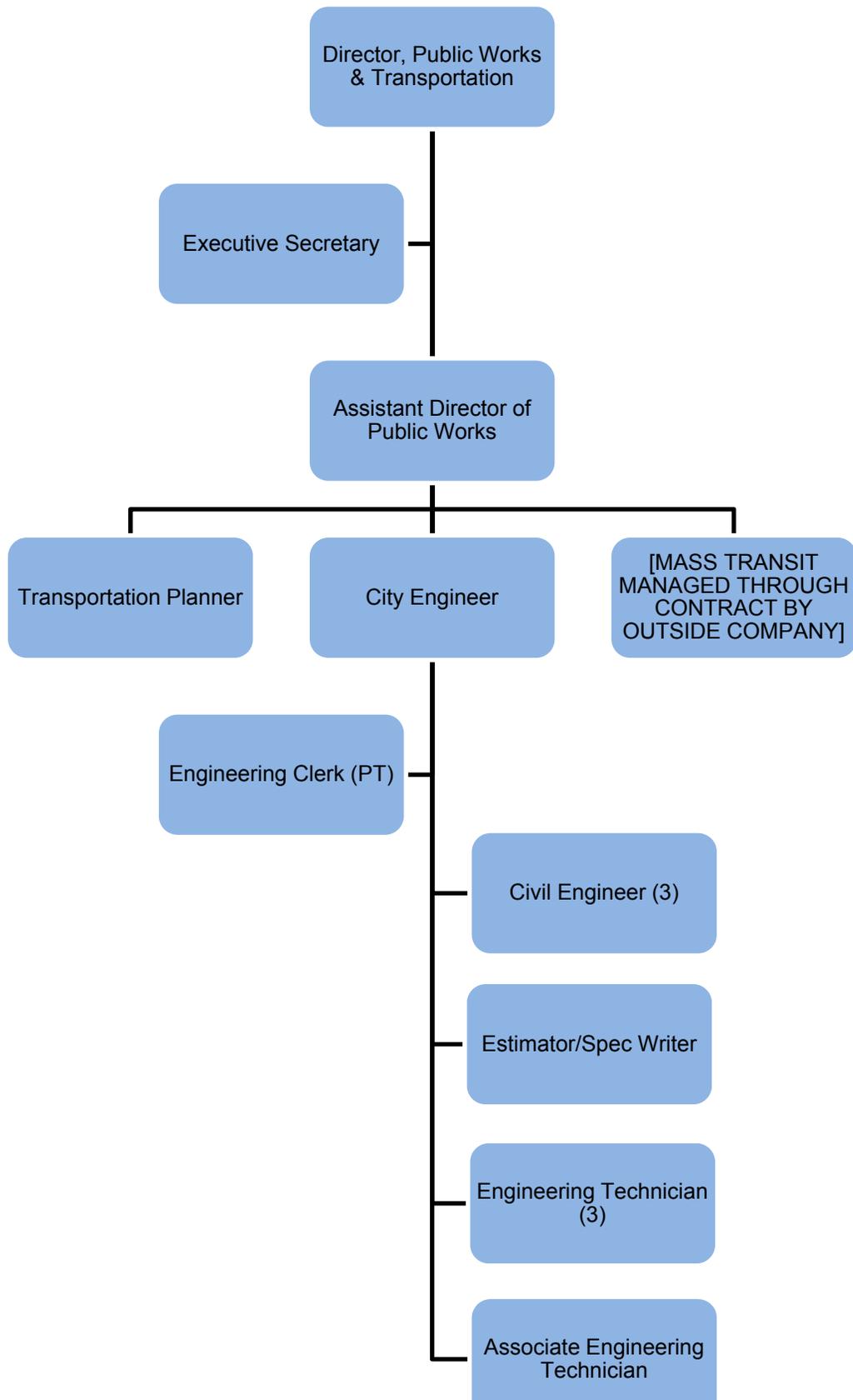


PROGRAM USES - OPERATING

PUBLIC WORKS DEPARTMENT SUMMARY

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages	7,893,215	9,200,446	8,832,287	9,115,552
Payroll Expenses & Benefits	3,344,454	4,111,341	3,795,439	4,238,376
Materials & Supplies	3,216,562	3,988,962	3,503,676	4,104,130
Utilities & Other Contracted Services	14,494,586	14,673,890	15,238,747	16,132,307
Claims/Insurance/Fund Transfers	5,092,396	4,153,919	4,568,357	4,073,011
Debt Service	13,340,727	16,696,044	15,902,089	16,190,655
Operating Capital Outlay	7,811,719	4,834,000	4,825,747	5,892,000
Public Improvements	18,118,551	45,403,828	28,938,759	41,290,883
	<u>73,312,210</u>	<u>103,062,430</u>	<u>85,605,101</u>	<u>101,036,914</u>
USES BY OPERATING PROGRAM				
Public Works Administration	2,626,021	1,540,216	1,494,337	1,299,076
Engineering	758,847	992,115	876,333	1,007,086
MPO	304,134	286,830	298,488	297,200
Street Enhancement Use Tax	4,593,760	3,700,000	3,700,000	5,400,000
Streets & Sewer Administration and Support	1,912,991	2,070,571	1,801,618	1,967,767
Streets Maintenance	8,405,407	7,707,781	7,683,604	7,537,653
Parking Operations	357,451	492,022	389,952	412,034
Sewer & Stormwater Collection System Mtce	2,269,597	2,509,197	2,423,163	2,600,618
WP Plant Administration and Operations	24,657,408	28,742,687	27,952,833	28,205,245
Mass Transit	5,845,073	6,003,189	6,290,212	7,080,767
St. Joseph Rosecrans Airport	763,912	755,944	758,050	683,405
Landfill & Recycling	2,699,058	2,858,052	2,997,753	3,255,180
	<u>55,193,659</u>	<u>57,658,602</u>	<u>56,666,342</u>	<u>59,746,031</u>
ENTERPRISE FUNDS CIP PROGRAM				
Water Protection	10,116,067	28,796,373	11,361,149	20,601,031
Transit	4,337,729	7,910,000	7,910,000	8,755,000
Parking	373,495	272,455	272,455	253,852
Airport	3,003,321	7,200,000	7,230,750	9,842,000
Landfill	287,940	1,225,000	2,164,405	1,839,000
	<u>18,118,551</u>	<u>45,403,828</u>	<u>28,938,759</u>	<u>41,290,883</u>
TOTAL PUBLIC WORKS BUDGET:	<u>73,312,210</u>	<u>103,062,430</u>	<u>85,605,101</u>	<u>101,036,914</u>
FUNDING SOURCES				
General Fund	28,314,303	53,993,559	37,109,534	51,262,012
Gaming Fund	0	0	0	0
Capital Projects Fund	0	0	0	0
Streets Maintenance Fund	8,405,407	7,707,781	7,683,604	7,537,653
Water Protection Fund	26,927,005	31,251,884	30,375,996	30,805,864
Mass Transit Fund	5,845,073	6,003,189	6,290,212	7,080,767
Airport Fund	763,912	755,944	758,050	683,405
Landfill Fund	2,699,058	2,858,052	2,997,753	3,255,180
Parking Fund	357,451	492,022	389,952	412,034
	<u>73,312,210</u>	<u>103,062,430</u>	<u>85,605,101</u>	<u>101,036,914</u>
STAFFING SUMMARY (Full Time)				
Public Works Administration	4.0	4.0	4.0	3.0
MPO (1 position grant funded)	2.0	2.0	2.0	2.0
Engineering	10.0	10.0	10.0	10.0
Street & Sewer Administration & Support	16.0	16.0	16.0	16.0
Streets & Traffic Maintenance	60.0	60.0	60.0	58.0
Parking Operations	5.5	5.5	5.5	5.5
Sewer Collection System Maintenance	25.0	25.0	25.0	25.0
WP Administration	3.0	3.0	3.0	3.0
WP Plant	48.5	48.5	48.5	48.0
Laboratory	10.0	10.0	10.0	10.0
Airport	6.0	6.0	6.0	6.0
Landfill	19.0	19.0	19.0	20.0
Recycling	2.0	2.0	2.0	2.0
	<u>211.0</u>	<u>211.0</u>	<u>211.0</u>	<u>208.5</u>

PUBLIC WORKS ADMINISTRATION, ENGINEERING, MPO



Public Works Administration

Mission

To improve the City's basic infrastructure and services (streets, traffic control, bridges, curbs and gutters, sidewalks, wastewater utilities, mass transit, aviation, landfill and other public facilities) in order to support economic vitality and to provide a safe environment within which our citizens live, work, and play.

Core Services

- Oversee department activities related to meeting City Council goals and City Manager priorities.
- Promote best practices and effective technology to improve safe travel and encourage convenient and accessible modes of transportation.
- Provide administrative services and management oversight for Public Works and Transportation divisions and programs.
- Work with external regulatory bodies in developing thorough plans in order to meet local, state and national mandates concerning public health and safety in all areas under the responsibility of the department.
- Pursue and monitor grants for both operations and capital projects.
- Coordinate capital projects monitoring and reporting.

Current Year Activity/Achievements

- Comply with the City's long term CSO plan by completing mandated projects at the Wastewater Treatment Facility.
- Manage debt financing for wastewater projects, including state revolving fund and revenue bonds.
- Apply budgeting constraints to prioritize core services.
- Enhance operations with a focus on customer service, procurement, training, and communications.

Budget Challenges/Planned Initiatives

- While the Use Tax revenue has allowed the expansion of the street maintenance program, staff is still only 60% towards the goal of a fully funded street overlay program.
- Continued modernization and environmental enhancements of the wastewater system while recognizing the financial challenges faced by sewer customers.
- Continued communication of progress being made in street maintenance activities and on construction projects, including more use of social media.
- Develop policies and funding strategies to address concrete streets, curb and sidewalk maintenance, as well as to assist with challenges in the private storm drainage network.
- Asset management system implementation.
- Support sewer revenue bond activities to obtain additional bond authority from the voters as necessary to comply with the Combined Sewer Long Term Control Plan's requirements under the Clean Water Act.

Performance Statistics

- Dollar amount of operating grants received: \$16,523,034.51
- Dollar amount of capital project grants procured: \$18,059,966.84
- Number of on-going capital projects monitored: 47
- Number of new capital projects that will start in FY-20

PUBLIC WORKS ADMINISTRATION

Program 8360

Program Description

The Public Works Director and staff provide administrative services and management oversight for Public Works and Transportation divisions and programs with an emphasis on thorough planning consistent with the health, safety and economic needs of the public and goals of the City Council.

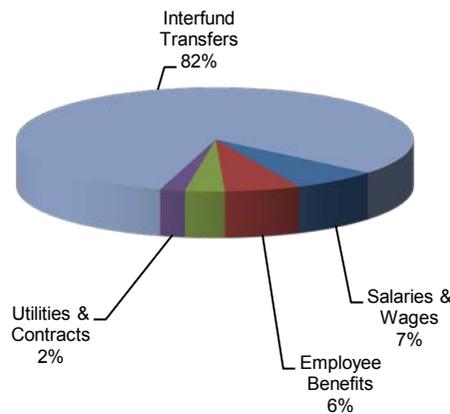
Staffing Detail

Director Public Works & Transportation
 Asst Director Pub Works & Transp
 Capital Projects Coordinator
 Executive Secretary

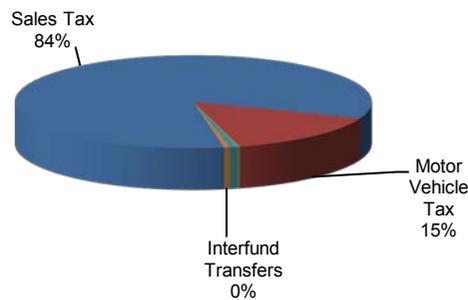
2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	0
1	1	1	1
4	4	4	3

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	295,707	284,573	288,162	97,244
Employee Benefits	94,776	102,818	103,670	85,266
Materials & Supplies	3,785	3,400	3,400	(44,470)
Utilities & Contracts	116,482	16,425	8,105	28,035
Debt-Princ	0	0	0	0
Debt - Interest	0	0	0	0
Interfund Transfers	2,115,270	1,133,000	1,091,000	1,133,000
Total	2,626,021	1,540,216	1,494,337	1,299,076

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Sales Tax	5,751,340	5,711,000	5,711,000	5,711,000
Motor Vehicle Tax	1,055,291	980,000	980,000	1,020,000
Permits	29,105	18,000	18,000	18,000
Parking Fees	1,225	1,000	1,000	1,000
Other Revenues	6,092	9,000	43,506	43,506
Interfund Transfers	105,956	1,115	1,115	34,998
General Fund	(4,322,988)	(5,179,899)	(5,260,284)	(5,529,428)
Total	2,626,021	1,540,216	1,494,337	1,299,076

Metropolitan Planning Organization (MPO)

Mission

To conduct multi-modal transportation planning throughout the urbanized area of St. Joseph, Missouri and Elwood, Kansas (Counties of Buchanan, Andrew & Doniphan, Cities of Elwood, Wathena, St Joseph, Village of Country Club & Savannah)

Core Services

- Coordinate the development of the Unified Planning Work Program to define the major administrative, planning and technical work elements for the upcoming year.
- Address multi modal transportation developments related to funding and program requirements.
- Monitor the Metropolitan Transportation Plan and the Transportation Improvement Program.
- Update the MTP every five years, currently year 3.
- Maintain a four-year TIP plan and update amendments as needed.
- Address work elements such as revising/updating the transportation micro-model: performing demographic analysis, performing special transportation-related studies.

Current Year Activity/Achievements

- Conduct bicycle & pedestrian counts for the National Bicycle and Pedestrian Documentation Project
- Produce a new 2020-2023 Transportation Improvement Program.
- Produce an updated Non-Motorized plan.

Budget Challenges/Planned Initiatives

- Integrating new initiative including Active and Healthy Living into the planning process will be an area of focus.
- Considerable effort will be made obtaining public input on short, medium and long term transportation issues.
- Implement a Safety and Innovation Lab and keep up to date
- Coordinate Transit Working Group, Freight Committee, Bike and Ped Committee, and the Safety Committee

Performance Statistics

- Number of Technical & Policy Board Meetings conducted - 12
- Amount of FHWA & FTA funding received - approximately \$230,978 for this year

MPO

Program 2180

Program Description

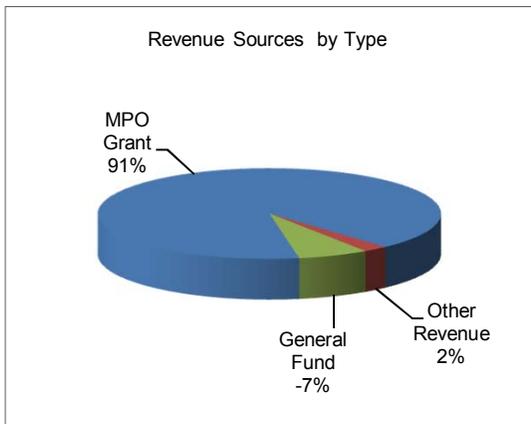
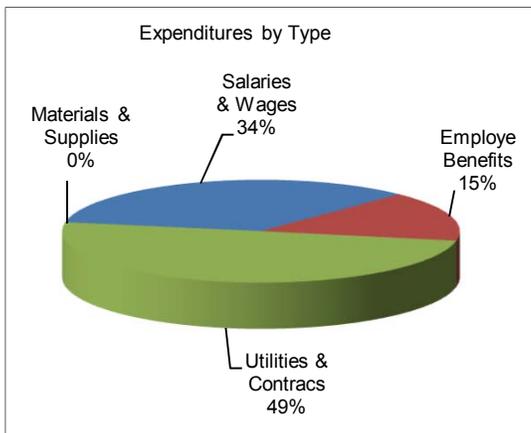
The Metropolitan Planning Organization (MPO) program was established to account for the revenues from grant or other special revenue sources. The major sources of funds in this program are federal and state transportation grants supporting the Unified Planning Work Program developed by the Metropolitan Planning Organization (MPO) for the St. Joseph-Elwood/Wathena, Kansas areas.

Staffing Detail

MPO Transport Planning Manager
 Transit Transportation Planning Manager

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Utilities & Contracts
 Materials & Supplies

Total

Revenue Sources:

MPO Grant
 Other Revenue
 General Fund

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
304,134	286,830	298,488	297,200
187,003	312,080	312,080	312,080
8,000	0	8,000	8,000
109,131	(25,250)	(13,592)	(22,880)
304,134	286,830	306,488	297,200

STREET ENHANCEMENT USE TAX

Program 2185

Program Description

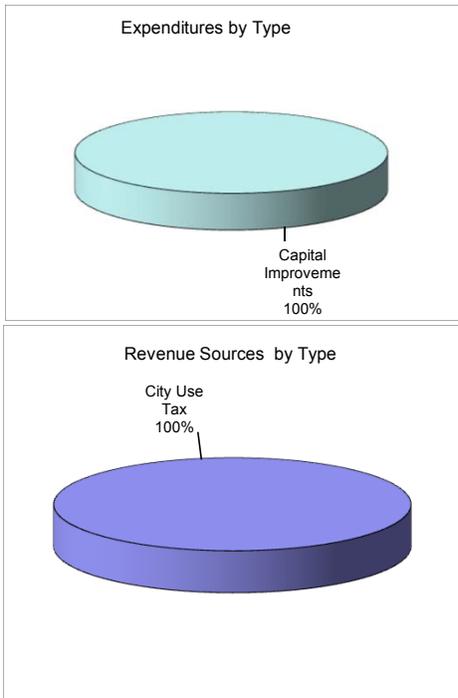
In April 2015 voters approved a local use tax on out-of-state purchases for a period of 10 years. The rate of the tax is equal to the local sales tax at any given time, currently 2.875%. Proceeds are being used to preserve the existing general fund revenues and, in this program, to provide revenues for streets maintenance activities and projects.

Staffing Detail

N/A

2017-18	2018-19		2019-20
	Actual	Adopted Budget	
			Budget

Operating Budget Summary



	2017-18	2018-19		2019-20
		Actual	Adopted Budget	
Expenditures:				
Capital Improvements	4,593,760	3,700,000	3,700,000	5,400,000
Total	4,593,760	3,700,000	3,700,000	5,400,000
Revenue Sources:				
City Use Tax	3,888,914	4,305,100	4,305,100	4,510,000
Interest	47,787	0	88,940	90,000
Approp fund	0	0	800,000	0
General Fund	657,058	(605,100)	(694,040)	800,000
Total	4,593,760	3,700,000	4,500,000	5,400,000

Engineering

Mission

Provide services to all departments to help ensure quality project delivery for capital improvements and major maintenance projects.

Core Services

- Manage all aspects of construction projects from inception through warranty period.
- Provide design services for most small and medium sized projects.
- Provide construction observation services for in-house design projects.
- Provide plan reviews for all development projects to ensure compliance with City codes.
- Assist Citizens and contractors with information and guidance related to city infrastructure, rights-of-way and other public works facilities and codes.
- Involve public project owner throughout entire project process.
- Review and issue floodplain development permits.
Review and approve utility extension and replacement permits.

Current Year Activity/Achievements

- 2015 Urban Trail - Riverside, Phase 2 construction
- Patee Trail Phase 2 Design (Construction Summer 2019)
- Completed 2018 Resurfacing program
- Completed 2018 Concrete Street Repairs
- Missouri Theater facade improvements
- Fire Stations #9 & #11 facility construction oversight
- City standby power - City Hall generator
- Oversight of numerous transit projects (Admin, roof, solar light bus stops, bus wash, bus lube system, etc...)
- Alan Dewey obtained his Certified Floodplain Manager Credentials

Budget Challenges/Planned Initiatives

- Control CIP project designs to remain within funding limits.
- Managing several multi-million dollar wastewater projects with existing staff levels.
- Expanding Support Services & Project Oversight to other departments

Performance Statistics

- Number of formal construction contracts developed - 17
- Number of Developer Plans reviewed - 105+

ENGINEERING

Program 8500

Program Description

Provides planning, design, inspection, survey, testing, construction management and related services for work on capital improvement and maintenance projects for all City divisions and departments so that the projects are cost-effective and adhere to national/local design, construction, maintenance and safety standards.

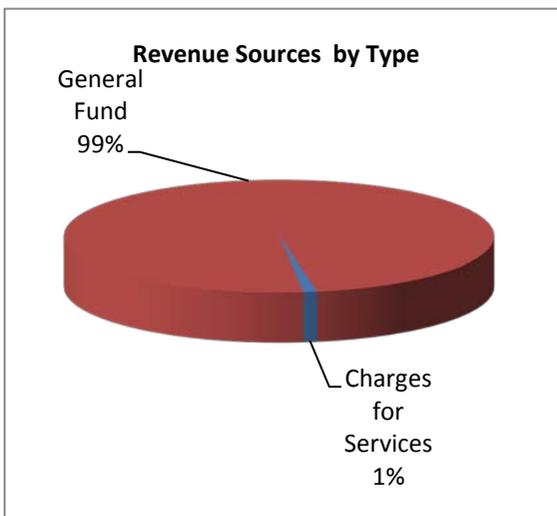
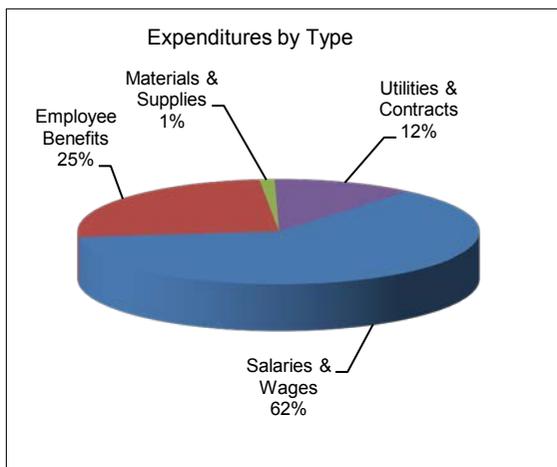
Staffing Detail

City Engineer
 Assist. City Engineer
 Senior Project Manager
 Project Manager
 Administrative Aide

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2
5	5	5	5
1	1	1	1
10	10	10	10

Major Budgetary Changes & Program Highlights

Operating Budget Summary



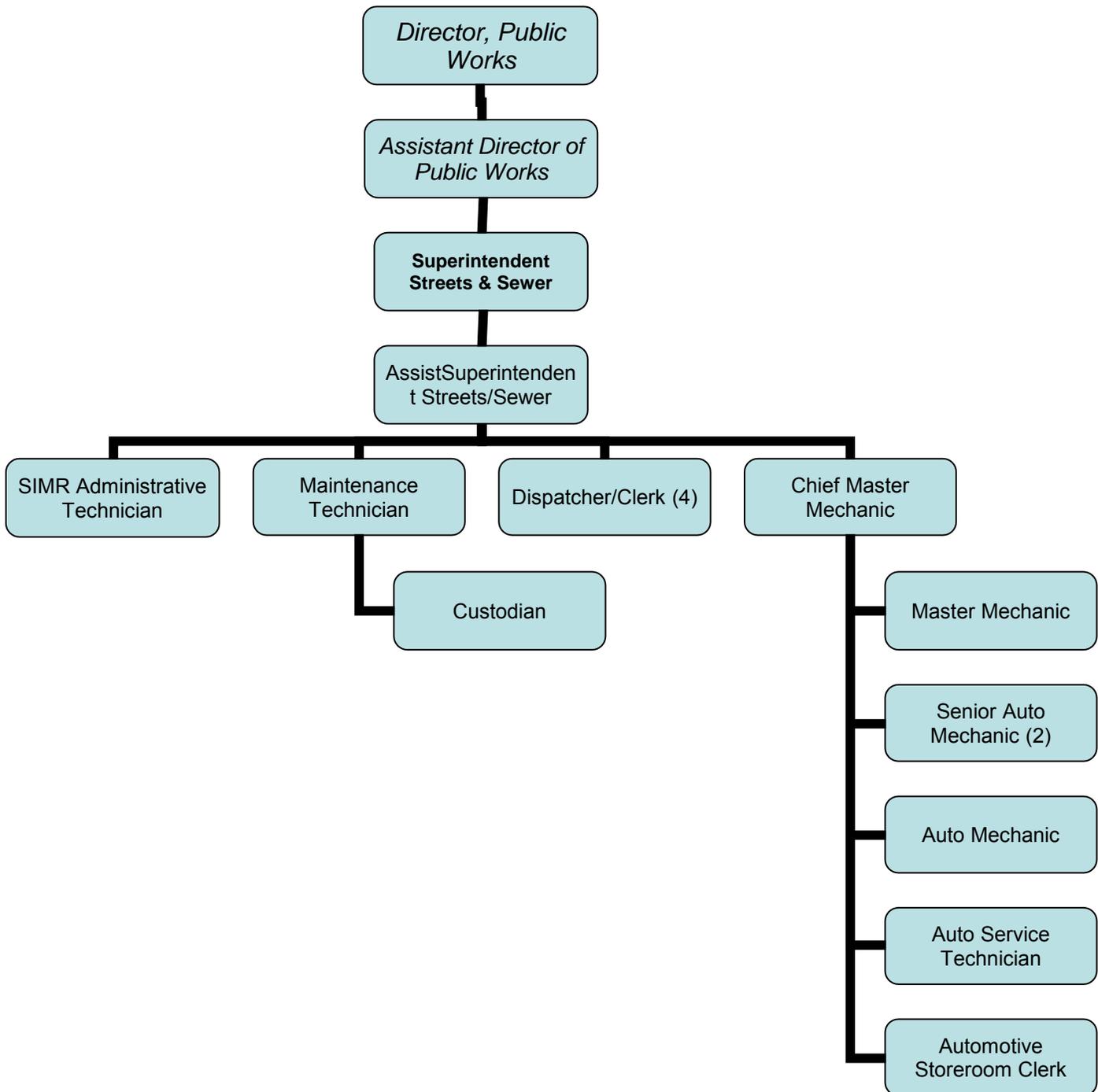
Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	501,109	615,819	558,439	625,901
Employee Benefits	175,119	249,676	219,140	253,455
Materials & Supplies	12,375	32,190	23,524	12,400
Utilities & Contracts	64,444	69,430	75,230	115,330
Outside Service	5,800	25,000	0	0
Transfer	0	0	0	0
Total	758,847	992,115	876,333	1,007,086

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services	0	10,000	10,000	10,000
General Fund	758,847	982,115	866,333	997,086
Total	758,847	992,115	876,333	1,007,086

S/S MAINTENANCE ADMIN, PW COMMUNICATIONS, EQUIPMENT SUPPORT



Streets/Sewer Maintenance Support

STREETS/SEWER ADMINISTRATION, COMMUNICATIONS, EQUIPMENT SUPPORT

Mission

To provide administrative and management support for the efficient operation of all street maintenance, public parking, traffic, and sewer maintenance programs.

Core Services

- 24 hour, 7 day per week answering and dispatching service for street and sewer maintenance, emergencies, complaints, and inquiries.
- Clerical, data entry, security monitoring and fuel dispensing services to Public Works' divisions.
- Routine maintenance and emergency repairs for all street, sewer, engineering, traffic, public parking vehicles and equipment following a prioritized preventive maintenance and repair program for the delivery of services
- Dispenses fuel to several City Departments
- Maintain the Street Rating Management System
- Supervise and coordinate activities of the above divisions
- Thorough inspection of all equipment brought in for repair
- Multi-point preventative maintenance program
- MO ONE CALL Locates

Current Year Activity/Achievements

- Completed upgrades to Traffic building
- Implemented salt brine program for snow removal
- Implementing Cartegraph asset management system
- Begin upgrade to storage building where Jetrod and flusher can be kept without winterization for emergency needs during cold months; will also act as storage area for cold sensitive materials used for street repair
- Fully implemented new digital radio system upgrade

Budget Challenges/Planned Initiatives

- Reducing redundancies in parts inventory
- Complete upgrade of storage building
- Begin administration of sidewalk repair program at Street Division

Performance Statistics

- Dispensed 84,579 gallons of unleaded fuel and 60,073 gallons of diesel fuel; to date, \$378,163.76 since July 1, 2018
- Processed over 4,000 locate requests
- Performed 264 PM inspections/Oil Changes
- Replaced 33 batteries
- Replaced or repaired 126 tires
- Performed 28 Motor Vehicle inspections

STREET/SEWER MAINTENANCE ADMINISTRATION

Program 8510

Program Description

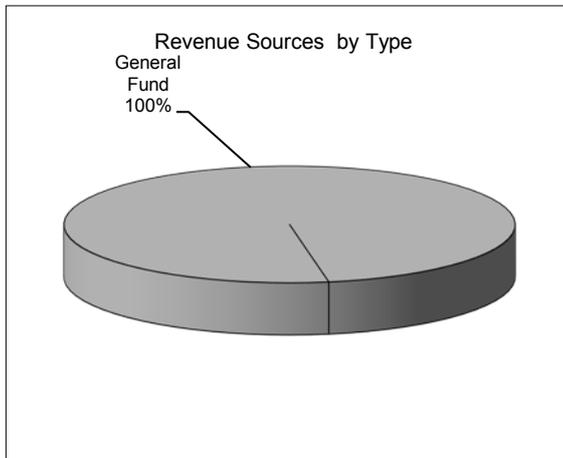
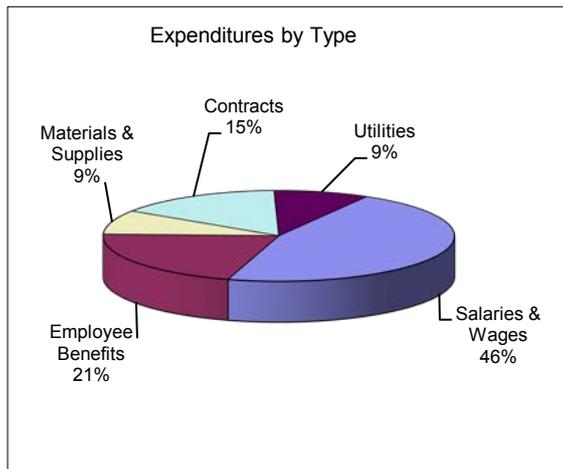
Staff provides administrative and management support for the efficient operation of all street maintenance, public parking, traffic and sewer maintenance programs.

Staffing Detail

Superintendent Streets/Sewer Maintenance
 Asst Supt Streets/Sewer Maintenance
 SIMR Administrative Technician
 Maintenance Technician
 Custodian

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
5	5	5	5

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	248,624	292,977	253,072	241,783
Employee Benefits	102,498	124,758	104,510	109,170
Materials & Supplies	44,686	44,100	44,100	45,100
Contracts	93,181	80,425	80,425	80,225
Utilities	138,119	59,000	44,868	45,700
Total	627,107	601,260	526,975	521,978

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Service	500	0	0	0
General Fund	626,607	601,260	526,975	521,978
Total	627,107	601,260	526,975	521,978

PUBLIC WORKS COMMUNICATIONS

Program 8520

Program Description

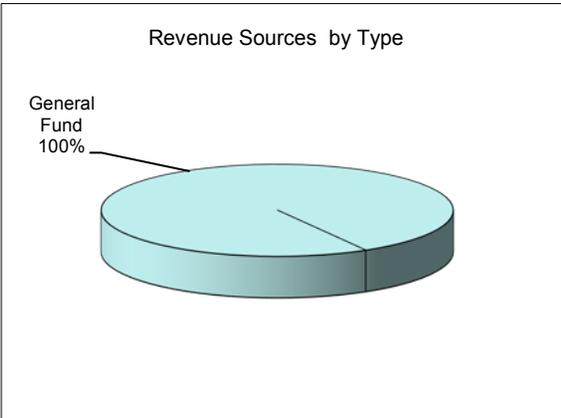
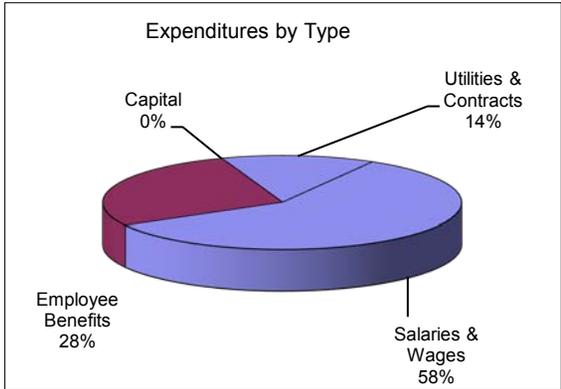
This division provides 24 hour, 7 day per week answering and dispatching service for street and sewer maintenance, emergencies, complaints and inquiries. Staff also provide communications support for the Health department on holidays, evenings, and weekends; dispense fuel to City vehicles; provide visual surveillance throughout the City Yards using a security monitoring system; and provide clerical and data entry services for the Street Maintenance Administration.

Staffing Detail

Dispatch/Clerks

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
4	4	4	4

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	128,600	156,327	133,272	164,680
Employee Benefits	58,027	63,124	57,652	77,821
Capital	203,500	0	0	0
Utilities & Contracts	38,450	63,880	63,880	38,880
Total	428,576	283,331	254,805	281,381

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
General Fund	428,576	283,331	254,805	281,381
Total	428,576	283,331	254,805	281,381

EQUIPMENT SUPPORT

Program 8530

Program Description

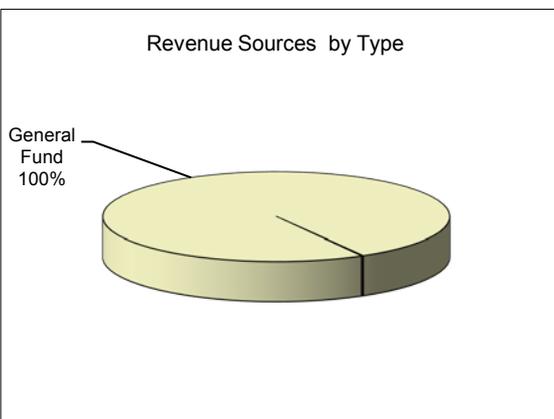
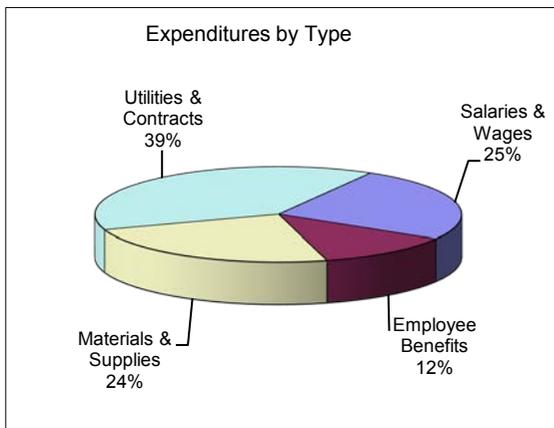
Staff provide a well-maintained fleet for all street, sewer, engineering, traffic and public parking vehicles and equipment through annual safety inspections, preventative maintenance work, and on-site repairs when necessary.

Staffing Detail

Chief Master Mechanic
 Master Mechanic
 Senior Auto Mechanic
 Auto Mechanic
 Inventory Supply Technician

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2
2	2	2	2
1	1	1	1
7	7	7	7

Operating Budget Summary



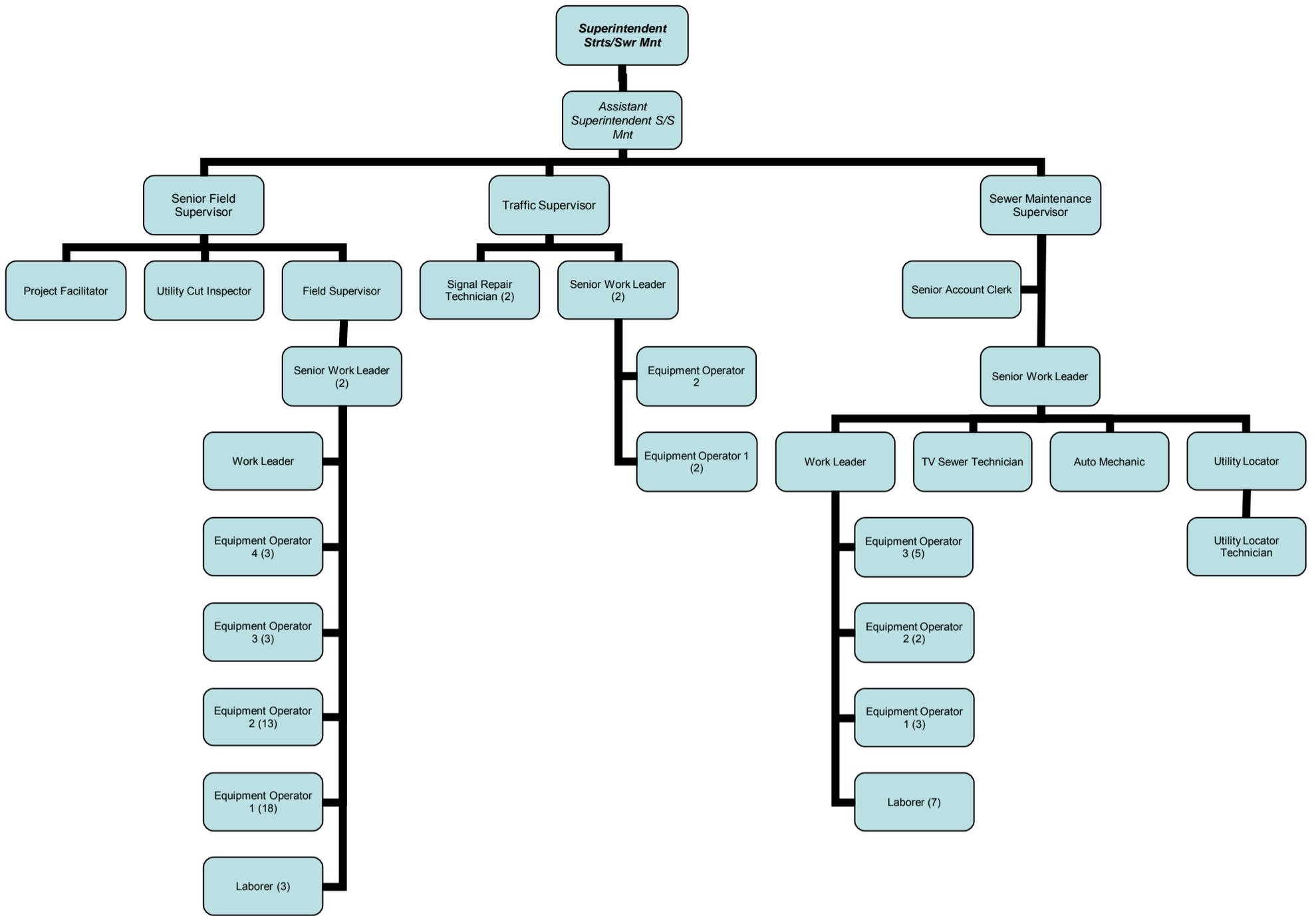
Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	236,446	264,084	231,950	294,437
Employee Benefits	107,740	118,416	102,365	141,490
Materials & Supplies	171,648	316,380	198,423	278,880
Utilities & Contracts	341,473	487,100	487,100	449,600
Total	857,307	1,185,980	1,019,838	1,164,408

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Operating Grant	0	0	0	0
Other Revenue	574	2,300	2,300	2,300
General Fund	856,733	1,183,680	1,017,538	1,162,108
Total	857,307	1,185,980	1,019,838	1,164,408

STREETS MAINTENANCE, SEWER MAINTENANCE, TRAFFIC



Streets Maintenance

STREETS MAINTENANCE/SNOW & ICE CONTROL

Mission

Ensure public safety and enhance economic development through timely, cost effective preventive maintenance and repair to all public streets & bridges and to storm drainage systems within the City's right-of-way.

Core Services

- Maintenance & repair of city streets through asphalt overlay, slurry seal program, concrete repair and replacement
- Curb & gutter work
- Maintenance of public alleys by citizen request
- Patching of paved alleys as time allows if owner purchases material and less than 20% of alley needs patched
- Oversee utility cut repairs in public right of way
- Regularly scheduled street sweeping
- Regularly scheduled mowing program along certain city street right-of-ways
- Provide navigable streets as soon as possible following a snow storm, ice event or clean-up after a wind storm
- During floods we fill & place sandbags, fill gaps in levees, close streets and other necessary work as needed

Current Year Activity/Achievements

- Continued development of an improved secondary snow route system
- Changes to existing streets due to the Blacksnake project
- Completed two major drainage projects; one at Hampton and Newport and one on South 42nd Street
- Through combined City forces/contractor arrangement, repaired several areas in CBD in preparation for overlay program

Budget Challenges/Planned Initiatives

- Keeping up to date on newer and better methods for street repairs
- Keeping close eye on expenditures (due to rising costs for materials) to ensure maintenance goals are met
- Staffing shortages due to compensation
- Adequate funding for capital equipment purchases

Performance Statistics

- Composite rating for City streets: 85
- Miles of streets slurry sealed: 17.45
- Miles of 3" asphalt streets resurfaced: 32 centerline miles, 88 lane miles
- Tons of asphalt used patching potholes: 295
- Number of potholes patched: 8,000 +
- Miles of street swept: 1,140
- Number of locations mowed in ROW: 62
- Number of inches snow/freezing precipitation received: 18.13
- Total cost: \$ 381,300.43
- Cost per inch of snow/freezing precipitation: \$ 21,037.26

STREET MAINTENANCE

Programs 1210 &

1211

Program Description

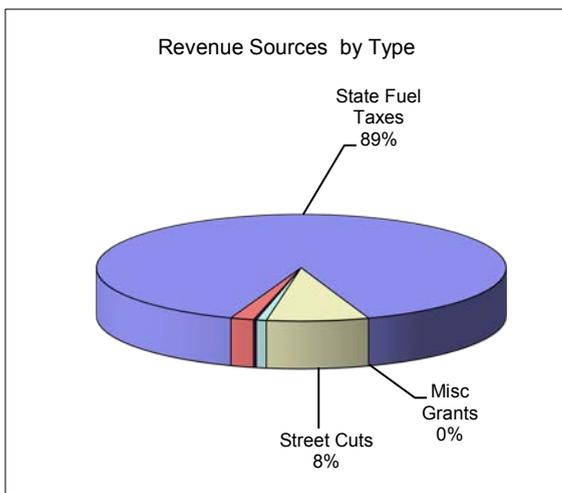
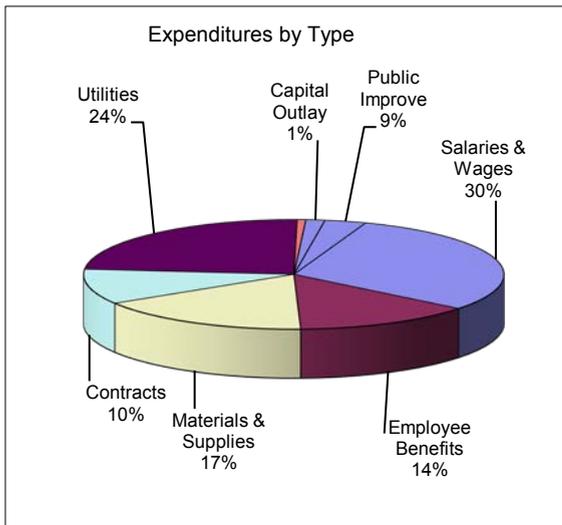
The division ensures the public's health and safety and promotes economic development by providing timely, cost effective preventative maintenance and repair to all public streets, bridges, and storm drainage systems within City owned right-of-way. Staff also assist with maintenance of public alleys; perform street sweeping; and oversee utility excavation repair.

Staffing Detail

Senior Field Supervisor
 Field Supervisor
 Senior Work Leader
 Utility Cut Inspector
 Project Facilitator
 Equipment Operator 4
 Equipment Operator 3
 Equipment Operator 2
 Equipment Operator 1
 Dispatch/Clerk
 Administrative Aide
 Laborer

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
6	6	6	6
0	0	0	0
1	1	1	1
1	1	1	1
5	5	5	5
10	10	10	10
20	20	20	18
1	1	1	1
2	2	2	2
4	4	4	4
52	52	52	50

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,613,330	1,936,341	1,874,433	1,896,747
Employee Benefits	697,856	925,963	846,256	866,659
Materials & Supplies	783,261	883,100	883,100	1,049,100
Contracts	574,988	627,390	626,890	650,995
Outside Services	1,522,992	1,325,000	1,493,498	1,493,500
Transfers	31,000	32,000	32,000	42,000
Capital Outlay	534,333	183,000	130,000	92,000
Public Improvements	1,548,529	564,000	564,000	200,000

Total

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
State Fuel Taxes	2,768,885	2,765,740	2,765,740	2,765,740
Misc Grants	0	0	0	0
Street Cuts	259,493	250,000	250,000	250,000
Interest	16,195	450	24,569	24,570
Principal	6,700	6,750	6,750	6,750
Other Rev	55,483	42,000	42,000	57,000
Interfund Trfer	2,498,398	1,286,000	1,209,000	1,233,000
Fund Balance	1,701,134	2,125,854	2,152,118	1,953,941
Total	7,306,289	6,476,794	6,450,177	6,291,001

Traffic

Mission

The mission of the Traffic Division is to protect the safety of vehicular and pedestrian traffic in accordance with the MUTCD.

Core Services

- Maintain, repair and install the traffic control devices throughout the City, including traffic, fire, pedestrian and school signals, weather stations, traffic signs and on and off-street pavement markings
- Provide annual traffic signal preventive maintenance programs
- Serve as an emergency response crew for snow/thunder/wind storms, floods, fires and other emergencies
- Serve as an on-call service repairman
- Perform traffic counts and data collection as required
- Do visual checks and measurements for handicaps & dumpsters
- Research traffic needs
- Provide field safety inspections
- Coordinate road closures

Current Year Activity/Achievements

- Continuing major sign replacement program in order to comply with new sign reflectivity standards
- As part of a long-term replacement program, over 1,428 high-intensity stop signs have been installed to date
- Traffic data collection in several different areas
- Began replacing intersection paint markings with thermoplastic markings (stop bars, arrows, crosswalks)

Budget Challenges/Planned Initiatives

- Keep replacing signs that do not comply with the MUTCD as the budget will allow
- Paint over 400 lane miles of pavement markings plus all pedestrian and stop bars
- Help the airport and park departments with their pavement markings
- Inventory of all signs throughout the city
- Special events severely strain our budget resources
- More Traffic signs are being made in-house, although cheaper than purchasing ready-made signs, the cost of materials is rising

Performance Statistics

- Two (2) Cabinet & Controller sets were upgraded
- Preventive Maintenance on traffic signal devices at 25 locations
- 6 new signal heads installed due to □knock downs
- Tested Conflict Monitors in 64 intersections
- Number of pavement markings lane miles 413 lane miles. (2935 Gallons of Paint)
- 215 pedestrian crossings and 202 stop bars painted
- Painted 6 City owned parking lots

TRAFFIC

Program 2110 & 2111

Program Description

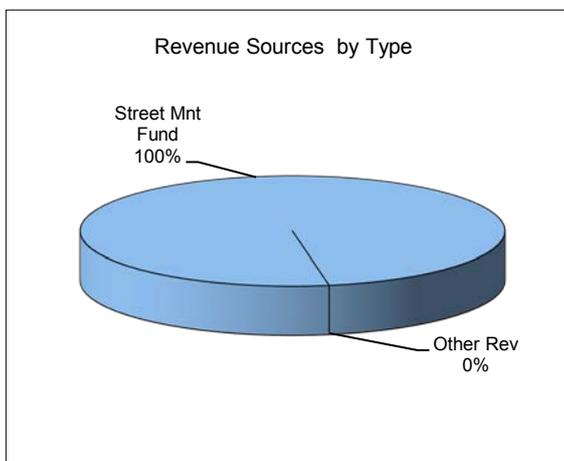
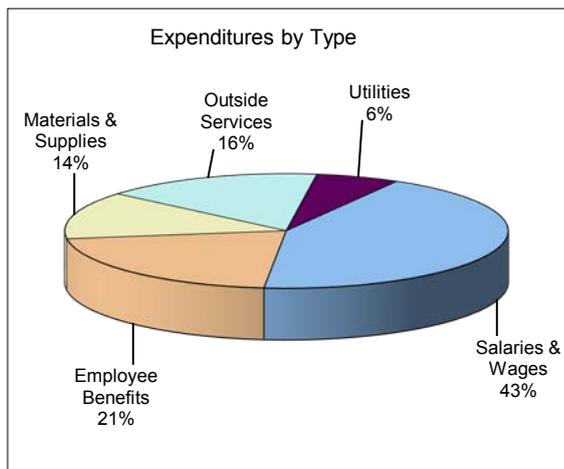
Division staff maintain, repair and install the traffic control devices throughout the City, including traffic, fire, pedestrian and school signals, weather stations, traffic signs and on and off-street pavement markings in order to protect the safety of vehicular and pedestrian traffic. Staff also research traffic needs, provide field safety inspections and coordinate road closures.

Staffing Detail

- Traffic Supervisor
- Senior Work Leader
- Signal Repair Technician
- Equipment Operator II
- Equipment Operator I

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	2	2	2
1	2	2	2
1	1	1	1
2	2	2	2
8	8	8	8

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted	Estimated	Budget
Salaries & Wages	327,477	336,980	341,138	340,659
Employee Benefits	142,610	157,555	158,542	166,442
Materials & Supplies	88,392	105,000	103,317	106,000
Outside Services	120,795	126,150	117,650	126,150
Utilites	47,838	46,000	48,080	48,100
Capital Outlay	0	0	0	0
Total	727,111	771,685	768,727	787,351

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted	Estimated	Budget
Other Rev	4,332	0	0	0
Street Mnt Fund	722,779	771,685	768,727	787,351
Total	727,111	771,685	768,727	787,351

SNOW & ICE CONTROL

Program 2150

Program Description

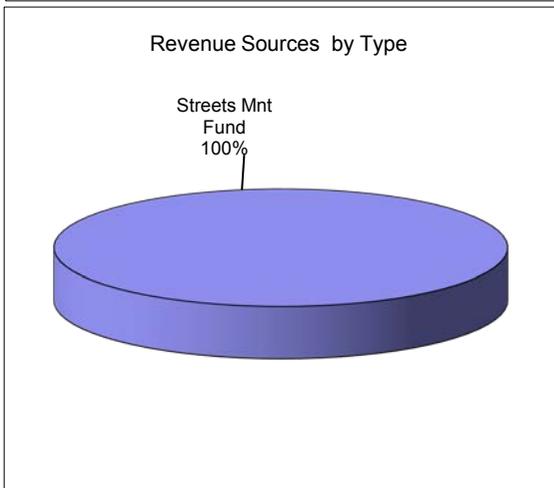
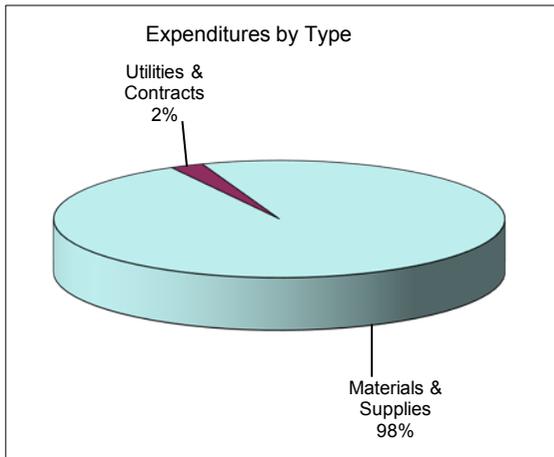
This program tracks and manages the materials and purchases associated with the yearly expenses of snow and ice control.

Staffing Detail

N/A

2017-18	2018-19		2019-20
	Adopted Budget	Estimated Actual	
Actual			Budget

Operating Budget Summary



	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Materials & Supplies	252,288	448,300	452,600	448,300
Utilities & Contracts	8,869	11,000	11,000	11,000
Capital Outlay	110,849	0	1,100	0
Total	372,006	459,300	464,700	459,300
Revenue Sources:				
Other Rev	0	0	0	0
Streets Mnt Fund	372,006	459,300	464,700	459,300
Total	372,006	459,300	464,700	459,300

Sewer Collection System Maintenance

Mission

The mission of the Sewer Collection System Maintenance Division is to protect public health and the system's physical assets by maintaining the physical integrity of the wastewater and combined sewer collection system.

Core Services

- Routine preventive maintenance of the sewer collection system including, but not limited to, inspection and cleaning
- Closed circuit television inspections (CCTV) of the sewer system
- Implement the response strategy for the Capacity, Management, Operation and Maintenance (CMOM) requirements of the Clean Water Act
- Document and report on all sewer maintenance management, operations and maintenance activities to the MDNR on behalf of the EPA
- Respond to reports of blocked sewer lines and/or backups
- Clean and repair manholes and storm sewer inlets
- Update the sewer facilities shown on the City GIS system

Current Year Activity/Achievements

- Working on the multi-year sewer district cleaning program; have started another run through
- Have completed a number of pre-acceptance CCTV inspections of new sewers
- Currently implementing Cartagraph as the new asset management system
- Continued working with Utility Support Services by dye testing indicated properties in order to verify sewer connections

- Implementing new GIS-centric CCTV Inspection software

Budget Challenges/Planned Initiatives

- Keep up with ever changing state and federal rules and regulations
- Keep up with needed sewer and inlet repairs
- Working towards facility relocation
- Staffing shortages due to compensation
- Initiate a voluntary collections system licensing program for employees

Performance Statistics

- Total miles of sanitary sewer line: 409.06
- Length of lines cleaned: 144,011 ft. or 27 miles
- Length of sewer line inspected w/closed circuit TV: 36,098 ft. or 7 miles
- Number of inlets repaired/replaced: 85
- Number of inlets cleaned: 560
- Number of dye tests performed: 44
- Number of cave-ins repaired: 12 by City crews, 24 by contractors

SEWER MAINTENANCE

Program 6430

Program Description

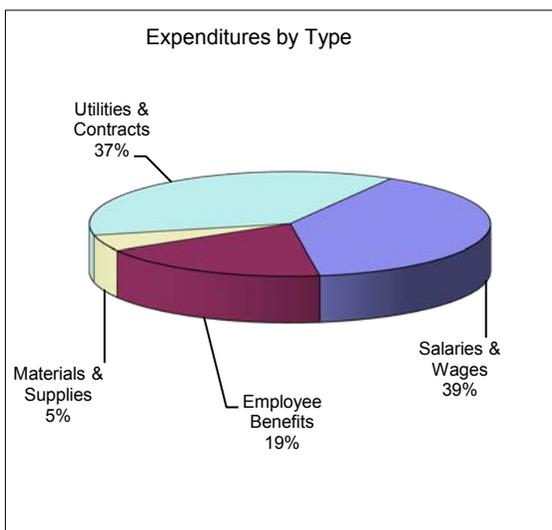
Staff maintain the physical integrity of the system. To avoid system breaks, spills, etc., crews inspect, clean, maintain, and repair the wastewater and storm sewer collection system. This includes all City sewers, manholes, and storm sewer inlets located outside the water protection plant.

Staffing Detail

- Sewer Maintenance Supervisor
- Senor Work Leader
- Utility Locator
- Work Leader
- Utility Locator Technician
- Equipment Operator IV
- Equipment Operator III
- Equipment Operator II
- Senior Account Clerk
- Equipment Operator I
- Senior Auto Machanic
- Sewer Maintenance Laborer

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
2	2	2	2
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4
3	3	3	3
1	1	1	1
5	5	5	5
1	1	1	1
4	4	4	4
25	25	25	25

Operating Budget Summary



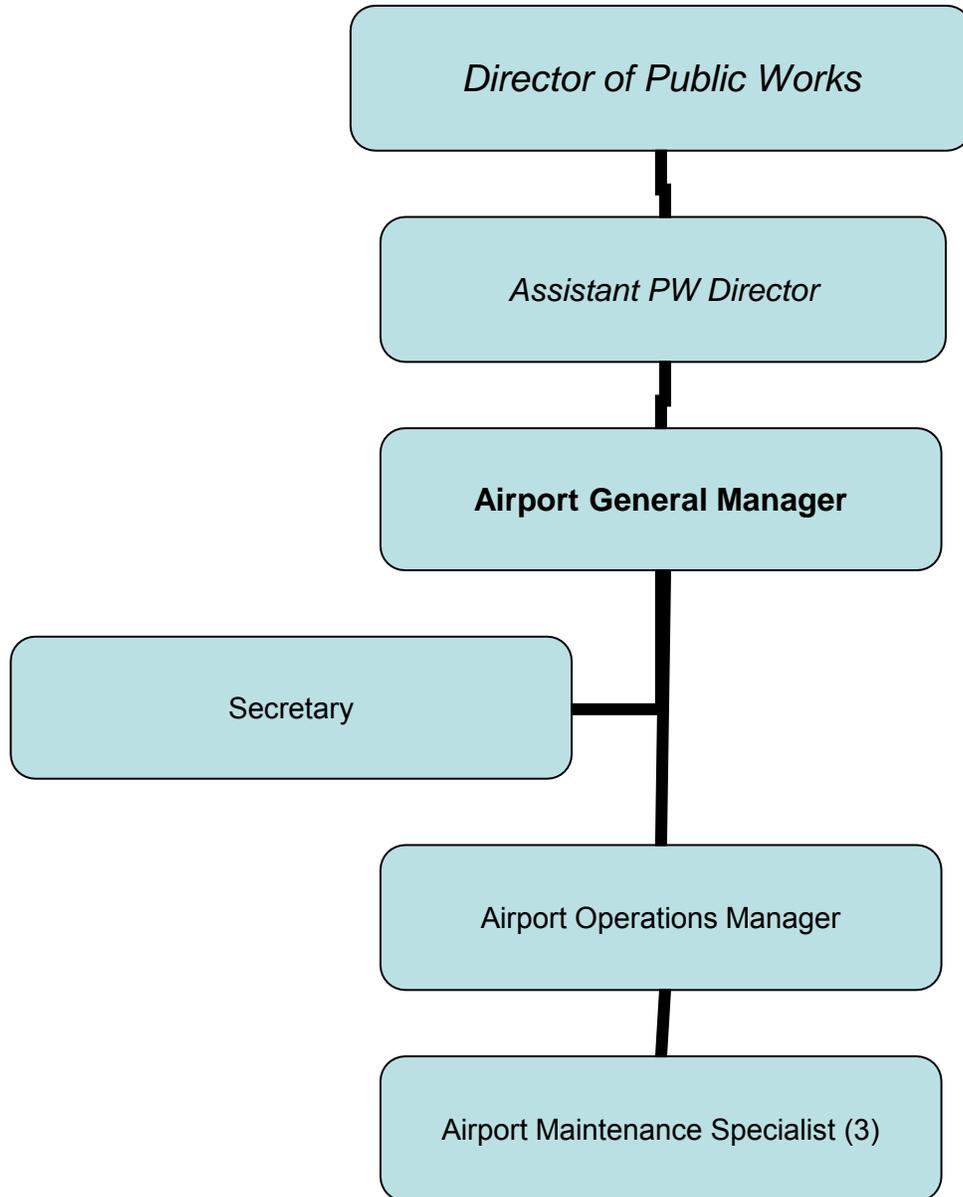
Expenditures:

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Salaries & Wages	889,534	987,921	957,387	1,022,634
Employee Benefits	395,438	465,515	417,668	488,993
Materials & Supplies	96,901	113,100	105,447	129,600
Utilities & Contracts	583,030	942,661	942,661	959,391
Insurance & Other	0	0	0	0
Capital Equipment	304,694	0	0	0
Public Improvements	0	0	0	0
Total	2,269,597	2,509,197	2,423,163	2,600,618

Revenue Sources:

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Other Grants	0	0	0	0
Other Rev	62,517	0	0	0
Transfers	3,250	3,250	3,250	3,250
Sewer Charges	2,203,830	2,505,947	2,419,913	2,597,368
Total	2,269,597	2,509,197	2,423,163	2,600,618

ROSECRANS MUNICIPAL AIRPORT



Rosecrans Municipal Airport

Mission

Dedicated to providing safe aeronautical facilities and quality services to all general, corporate, commercial and military aviation operations of a progressive community.

Core Services

- Maintain all airport pavement and safety area surfaces, lighting and markings
- Provide required FAA airport maintenance and operations such as grass mowing, snow removal and wildlife conditions
- Meet/exceed compliance requirements evaluated during annual FAA Part 139 Airfield Safety Inspection
- Manage land/property leases with tenants to resolve any deficiencies and monitor compliance
- Maintain current airfield preventative maintenance program/forecast for future airfield pvmt prog
- Implement airport security measures necessary to ensure airport safety and to satisfy FAA
- Provide affordable aircraft hangar rental space for private/commercial aircraft at fair mkt value
- Inspect supplies fueling equipment/vehicles for FAA compliance
- Maintain operational joint use areas as contracted in Airport Joint Use Agmt with MoANG

Current Year Activity/Achievements

- During annual FAA Part 139 Airfield Inspection, Rosecrans Airport received zero discrepancies, thereby receiving a Medal of Excellence
- Completed Wildlife Perimeter Fence Project
- Complete hangar taxiway and apron pavement reconstruction projects
- Record setting 2018 Air Show held August 25-26
- Purchased Bobcat Skid Steer Loader to replace an existing 23 year old loader
- Purchased new Crew Cab Truck to effectively/efficiently perform daily airfield tasks
- EAA Young Eagles annual rallies to give STJ youth opportunity to explore aviation

Budget Challenges/Planned Initiatives

- Ever increasing FAA requirements to maintain certification
- Airshows great for community but added expense for several city departments
- Aging buildings and equipment continue to increase frequency of repair time and costs
- Replacement of several aging equipment and appliances
- Partner with 139AW to accommodate Open Sky's Treaty
- No further incoming revenue from FAA for facilities lease agreement

Performance Statistics

- Total Based Aircraft (2018): 61 (10-military; 51-general aviation, corporate, medical, agricultural)
- Total Aircraft Operations (2018 takeoff/landings): 14,157 compared to 2017 total of 17,891
- Total Volume Aircraft Fuel Sales (2018): 217,307 gallons compared to 2017 total of 241,712
- Hangar Occupancy: 34 existing T-hangars with 5 vacant

AIRPORT OPERATIONS

Program 1310

Program Description

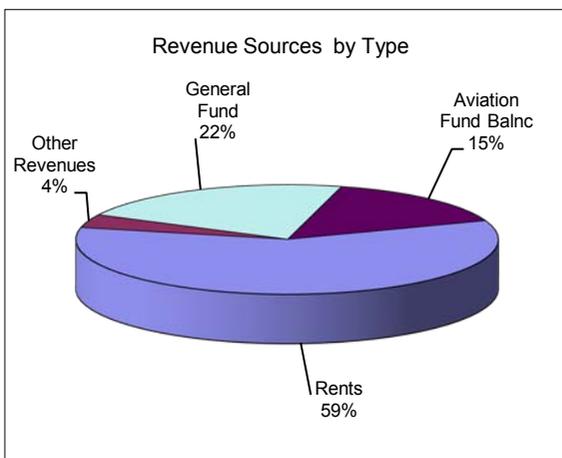
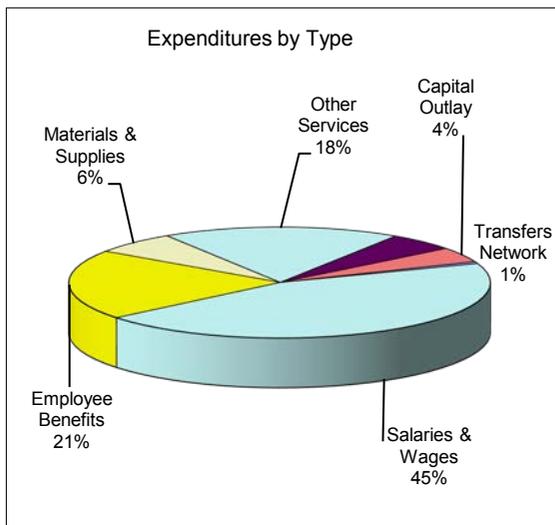
To improve the economic climate of the airport and attract additional general aviation and commercial operations this program oversees airport maintenance and operations. The program derives revenue through facility, hangar and land rents. Deficits are financed through transfers from the SIM&R Fund. Over the last five years, the airport has received over \$5 million in capital improvement grants. Aviation is under the direction of Public Works & Transportation Department.

Staffing Detail

Airport Manager
 Airport Operations Manager
 Secretary
 Airport Maintenance Specialist

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
3	3	3	1
1	1	1	3
6	6	6	6

Operating Budget Summary



	2017-18	2018-19		2019-20
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	295,678	304,846	306,708	304,830
Employee Benefits	128,667	133,779	134,221	139,975
Materials & Supplie	32,984	44,040	38,993	44,040
Other Services	145,972	127,179	119,922	124,560
Utilities	35,759	42,100	38,123	36,000
Capital Outlay	120,852	100,000	116,083	30,000
Capital Improvemer	0	0	0	0
Transfers	0	0	0	0
Transfers Network	4,000	4,000	4,000	4,000
Total	763,912	755,944	758,050	683,405
Revenue Sources:				
Rents	548,849	403,772	403,772	403,385
Other Revenues	85,241	26,780	26,780	26,780
Interest Earnings	2,382	100	6,312	100
General Fund	128,290	238,290	207,116	148,290
Aviation Fund Balnc	(850)	87,002	114,070	104,850
Total	763,912	755,944	758,050	683,405

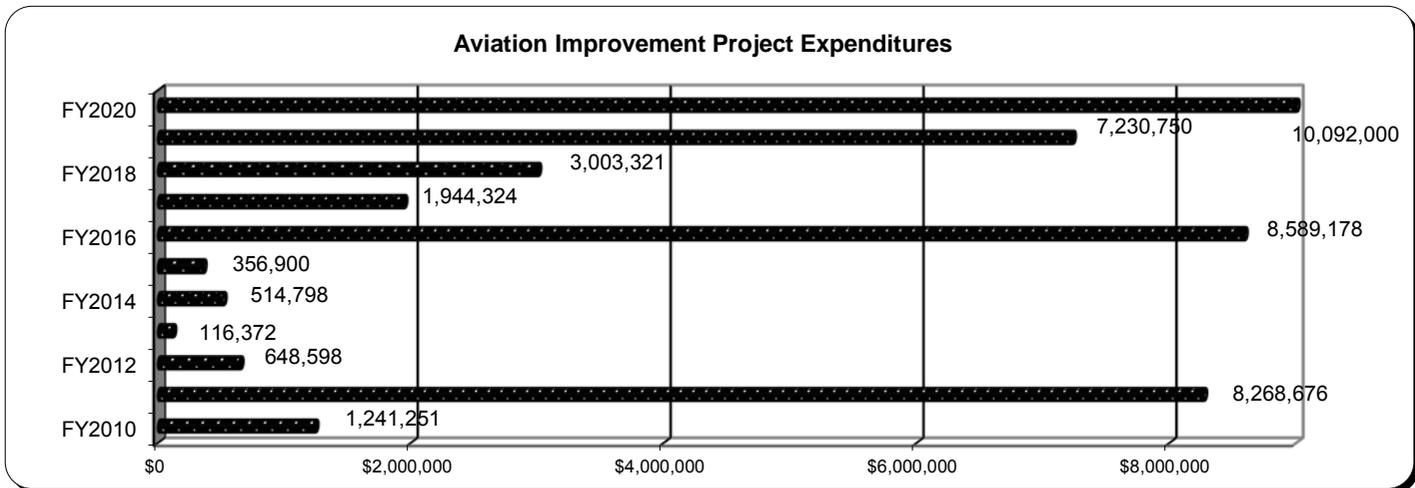
AVIATION FUND IMPROVEMENT PROJECTS

Program 1290

PROGRAM DESCRIPTION

The Airport Improvement Projects Program was established to track, monitor, and facilitate expenditure of the remaining funds for Aviation projects authorized by voters in the 1989 1/4 cent CIP Sales Tax Initiative. Many projects are now being completed for the future move of the Air National Guard unit to the north end of the Airport property. These projects are funded by the Guard. Federal Aviation grants and matching funds from Buchanan County help fund other projects.

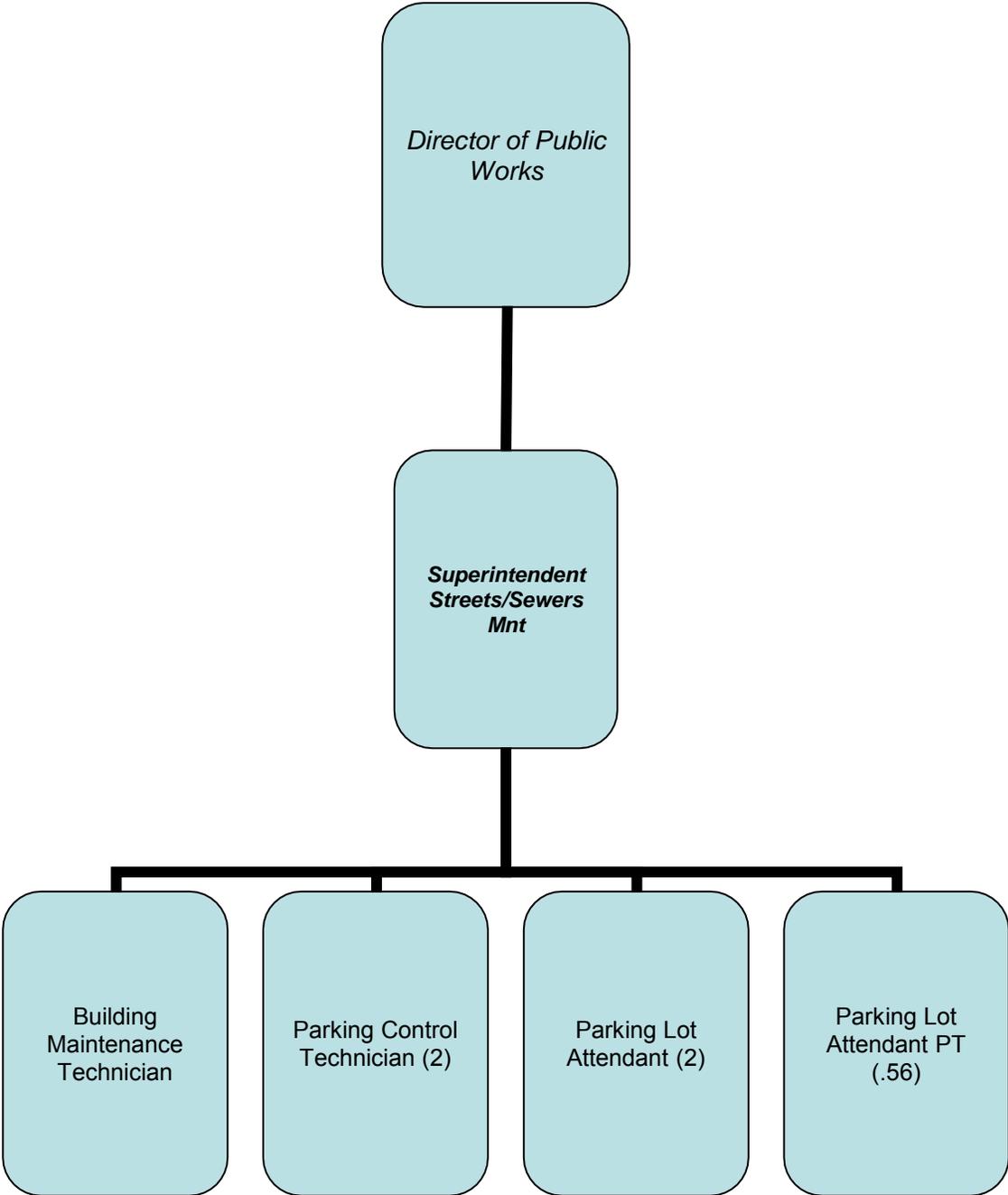
CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Capital Budget Summary

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Outside Services	366,468	250,000	259,400	250,000
Capital Equipment	0	0	0	0
Improvement Projects	2,636,853	6,950,000	6,971,350	9,592,000
Total	3,003,321	7,200,000	7,230,750	9,842,000
Revenue Sources				
Grants	2,346,843	6,260,000	6,290,750	8,637,800
Transfers & Other	218,512	940,000	940,000	1,204,200
Aviation CIP FB	437,967	0	0	0
Total	3,003,321	7,200,000	7,230,750	9,842,000

PARKING OPERATIONS



Public Parking Operations

Mission

The mission of the Public Parking Division is to provide safe, well maintained parking facilities for the public who work and shop in the Central Business District and South Side.

Core Services

- Maintenance and repair of parking garages, surface lots, and on-street parking spaces
- Maintain ticket dispensers and electronic gates
- Enforce parking regulations
- Ensure quality customer service to the downtown community
- Staff collection booths at two parking garages

Current Year Activity/Achievements

- Replaced wiring and conduit due to theft 6th Jules
- Repaired west gate at 5th and Felix Parking Garage

Budget Challenges/Planned Initiatives

- Lack of funding has resulted in the inability to make needed repairs to the facilities
- Upgrade security features
- Upgrade ticket spitters at 5th & Felix and 6th & Jules

PARKING MAINTENANCE

Program 1550

Program Description

Parking staff provide safe, well maintained parking opportunities for the public who work and shop in the Central Business District through the maintenance and repair of parking garages, surface lots, and on-street parking spaces. Staff maintain ticket dispensers and electronic gates; enforce traffic and parking regulations, and staff garage collection booths.

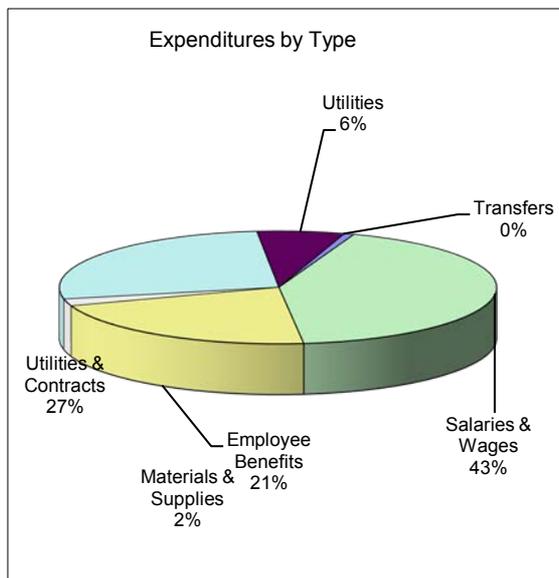
Staffing Detail

Work Leader
 Building Maintenance Technician
 Parking Control Technician
 Parking Lot Attendant
 Prkg Lot Attendant (PT) 4.5 hrs/day

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
2	2	2	2
0.5	0.5	0.5	0.5
5.5	5.5	5.5	5.5

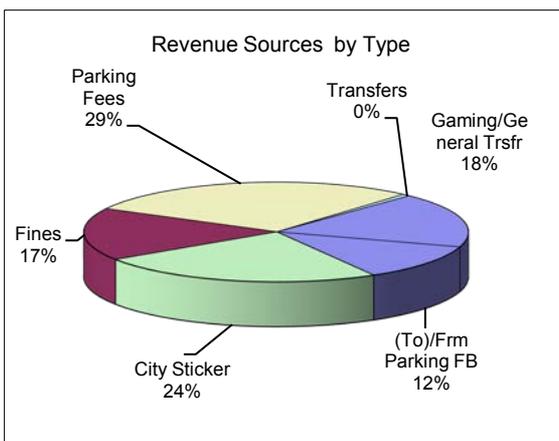
Major Budgetary Changes & Program Highlights

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	149,838	177,417	165,738	175,698
Employee Benefits	66,804	82,715	79,943	88,447
Materials & Supplies	6,079	9,200	7,389	8,200
Utilities & Contracts	31,300	110,090	110,090	110,190
Utilities	27,083	31,600	25,792	26,500
Transfers	75,347	0	0	0
Transfers Network	1,000	1,000	1,000	3,000
Capital	0	0	0	0
Capital Outlay	0	80,000	0	0
Total	357,451	492,022	389,952	412,034



Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
City Sticker	100,753	97,500	97,500	98,900
Fines	73,897	150,100	150,100	70,200
Parking Fees	108,012	88,500	88,500	118,200
Interest & Other	1,239	100	2,680	2,680
Transfers	230	0	0	0
Gaming/General Trsfr	6,500	153,500	73,500	73,500
(To)/Frm Parking FB	66,821	2,322	(22,328)	48,554
Total	357,451	492,022	389,952	412,034

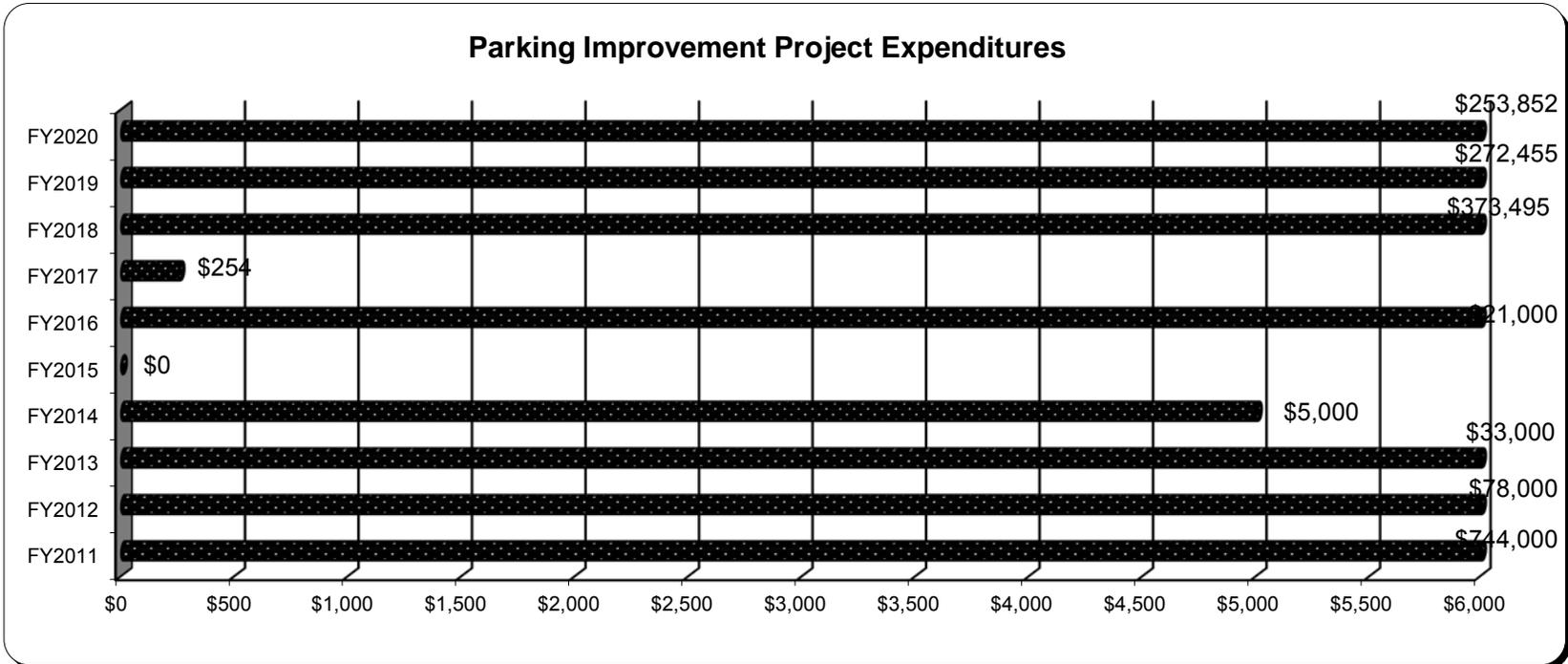
PARKING FUND IMPROVEMENT PROJECTS

Program 1230

PROGRAM DESCRIPTION

The Transit Improvement Program was established for project management and project cost reporting for major vehicle, facility, and other capital improvements and capital outlay primarily funded by the Federal Transit Administration (FTA).

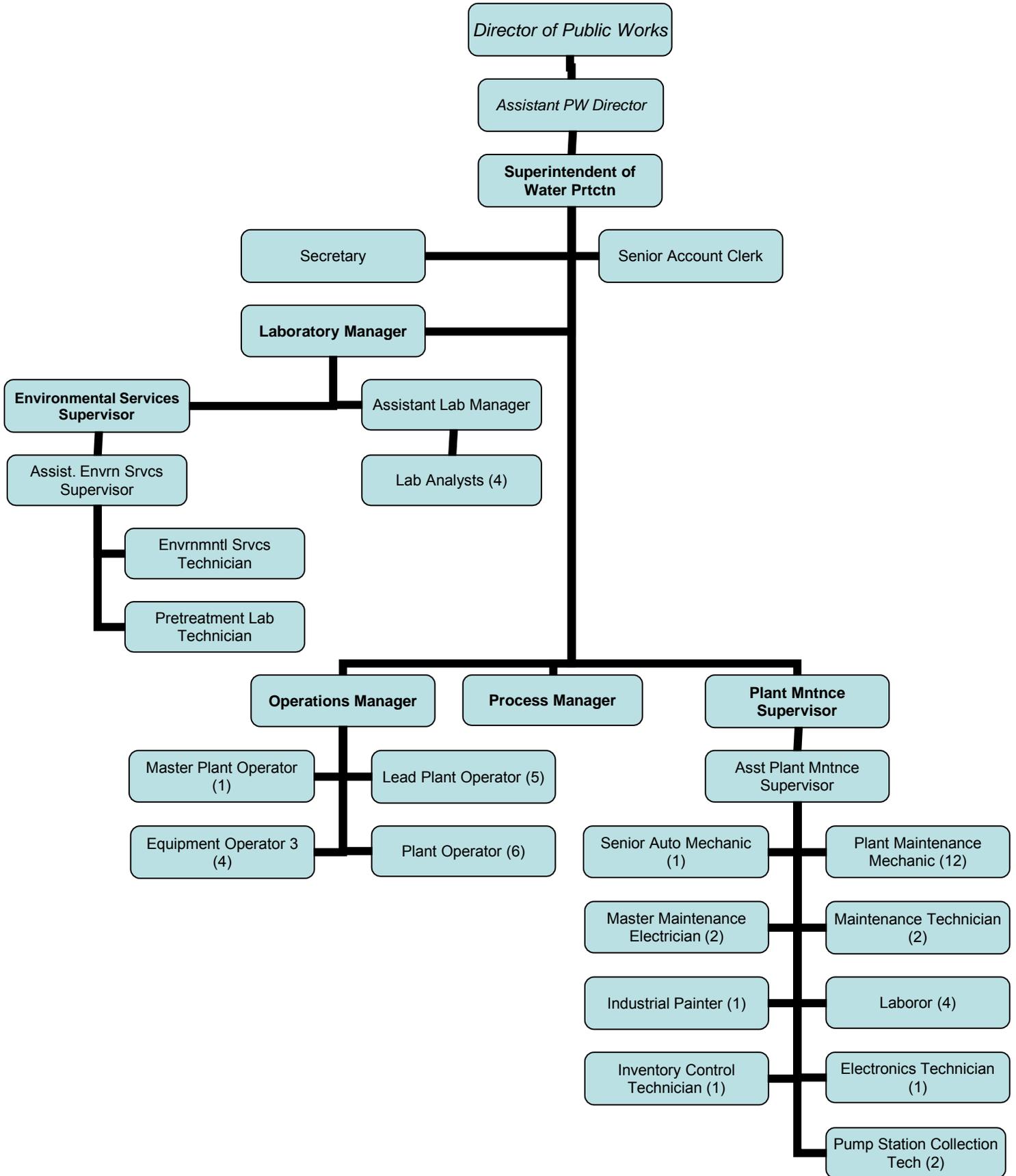
CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Capital Budget Summary

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Materials & Services	373,494.5	272,455	272,455	253,852
Capital Outlay	0	0	0	0
Improvement Projs	0	0	0	0
Total	373,495	272,455	272,455	253,852
Revenue Sources				
Grants	0	0	0	0
Transfers	373,274	272,455	272,455	253,852
Total	373,274	272,455	272,455	253,852

WATER PROTECTION



WATER PROTECTION ADMINISTRATION, WATER PROTECTION SERVICES, LABORATORY

Mission

To ensure that the public health is protected, the environment is not harmed, and this essential utility service is available to encourage growth and economic vitality in our community.

Core Services

- Provide comprehensive wastewater treatment services.
- Comply with all guidelines set forth by the Environmental Protection Agency (EPA) and the Missouri Department of Natural Resources (MDNR).
- Comply with all discharge regulations set forth by the EPA, the MDNR and the National Pollutant Discharge.
- Monitor compliance by Significant Industrial Users (SIU's) with regulatory agency effluent guidelines as well as with the City's Pre-Treatment Ordinance.
- Monitor discharge from the City's Wastewater Treatment Facility daily to ensure regulatory compliance.
- Perform proactive major maintenance of significant process systems.
- Monitor F.O.G. (Fats, Oils, & Grease) compliance from restaurants and other permitted contributors.
- Administer the MS4 Storm Water Program.
- Compile and report all required Reports to regulatory agencies.

Current Year Activity/Achievements

- Continue to implement Phase 1 of the Long Term Control Plan for reducing Combined Sewer Overflows (CSO's).
- Phase 1 is estimated to cost \$150,000,000.00 over the 20 year period.
- Continue Seasonal operation of the U.V. Wastewater Effluent Disinfection System.
- Annual Cost of Service Study is progressing.

Budget Challenges/Planned Initiatives

- Complete the construction of a new stormwater separation conduit for Blacksnake Creek.
- Finish commissioning and begin day-to-day operation of the Biosolids Dryer.
- Construct the Wastewater Package Treatment system at Rosecrans to comply with the Ammonia requirements.

Performance Statistics

- Average daily wastewater flow treated by the primary system will be down to 13.0 million gallons per day. This is a further reduction of 1.5 million gallons per day due the separation of Blacksnake Creek out of the collection system.
- Total primary plant capacity is 27 million gallons per day.
- Total secondary plant capacity is 54 million gallons per day.
- Number of pumping stations is 19.
- Number of Notice of Violations issued against the City is Zero.

WPC ADMINISTRATION

Program 6310

Program Description

Provides administrative and management support for the sewer treatment plant, pumping stations, airport lagoon system and laboratory. Staff provide internal management duties, oversees regulatory compliance, monitors wastewater classes and licenses, and responds to regulatory inquiries to ensure environmental protection and to protect public health.

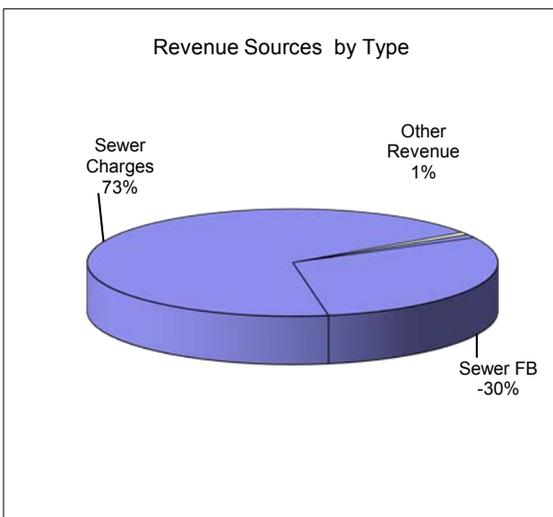
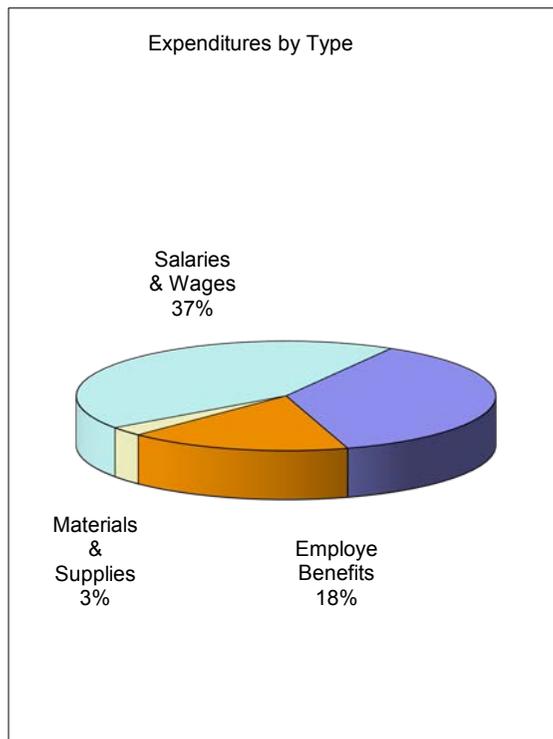
Staffing Detail

Wastewater Treatment Superintendent
 Assist. Super of WWT
 Secretary

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Major Budgetary Changes & Program Highlights

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	114,526	169,654	185,351	189,881
Employee Benefits	52,964	79,391	81,094	88,072
Materials & Supplies	14,518	8,400	8,400	14,000
Outside Services	213,862	188,416	188,416	222,050
Utilities	0	0	0	0
Capital Outlay	0	0	0	0
Capital Improvements	0	0	0	0
Bad Debt	438,912	500,000	550,000	500,000
Debt Serv-Princ	7,385,900	9,892,660	9,601,500	9,957,900
Debt Serv-Interest	5,515,915	6,303,384	5,750,589	5,732,755
Transfers	1,956,600	2,196,642	2,360,361	2,092,701
Transfers Computer N	34,000	36,000	0	0
Total	15,727,197	19,374,547	18,725,712	18,797,359

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Sewer Charges	31,822,752	30,530,500	31,490,745	31,926,496
User Charges	271,200	0	(180,000)	0
Other Revenue	678,665	523,727	431,339	388,727
Prin Earnings	17,339	15,000	15,000	15,000
Interest Earnings	414,005	100,000	715,261	470,750
Sewer FB	(17,476,765)	(11,794,680)	(13,746,633)	(14,003,614)
Total	15,727,197	19,374,547	18,725,712	18,797,359

LABORATORY

Program 6350

Program Description

The Laboratory monitors compliance with regulatory agencies such as MDMR, the EPA as well as the City's Pre-Treatment Ordinance. Staff gather field samples and conduct testing. This also allows for industrial cost recovery based on the use of the treatment plant and collection system by industrial users.

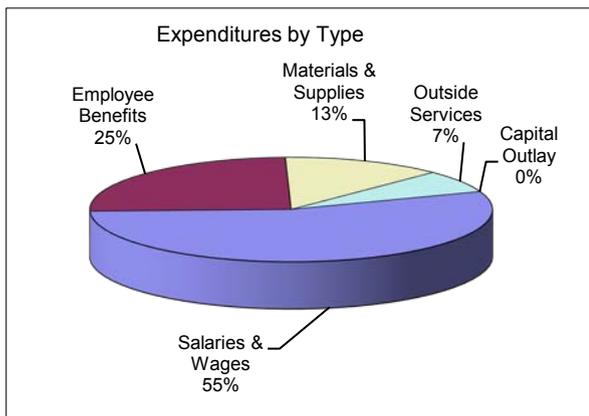
Staffing Detail

Laboratory Super visor
 Technical Services Manager
 Assist. Envir. Service Suprvisor
 Stormwater quality Coord.
 Laboratory Analyst
 Environmental Compliance Technician

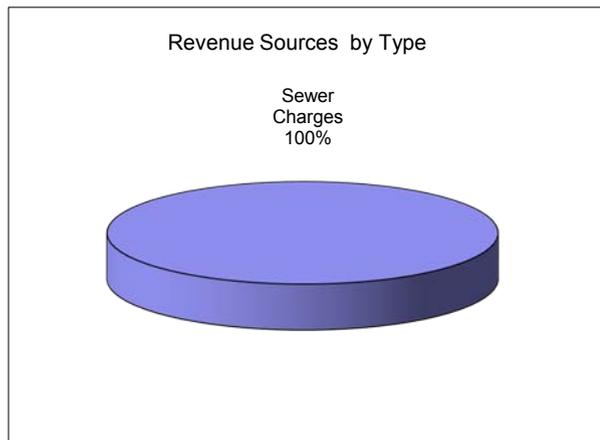
2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2
1	1	1	1
4	4	4	4
1	1	1	1
10	10	10	10

Major Budgetary Changes & Program Highlights

Operating Budget Summary



2017-18	2018-19		2019-20	
	Adopted	Estimated		
Actual	Budget	Actual	Budget	
Expenditures:				
Salaries & Wages	438,536	459,660	463,391	468,716
Employee Benefits	192,327	193,234	198,152	213,839
Materials & Supplies	121,243	61,372	61,372	110,000
Outside Services	59,313	59,680	59,680	59,680
Capital Outlay	24,003	0	0	0
Total	835,423	773,946	782,595	852,235
Revenue Sources:				
Sewer Charges	835,423	773,946	782,595	852,235
Total	835,423	773,946	782,595	852,235



Water Protection Plant Program 6330

Program Description

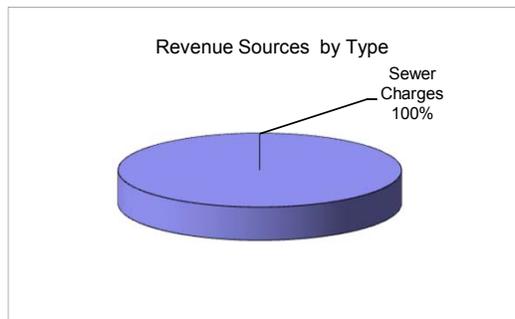
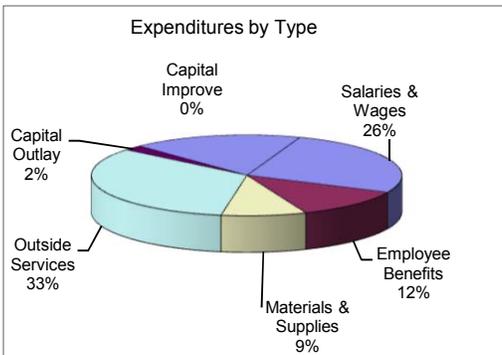
Staff operate and maintain all treatment plant facilities and equipment and monitor compliance with effluent guidelines established by the Environmental Protection Agency (EPA) and Missouri Department of Natural Resources (MDNR) in order to protect public health and the environment.

Staffing Detail

- Plant Maintenance Supervisor
- Operations Manager
- Master Plant Operator
- Asst Plant Maintenance Supervisor
- Lead Plant Operator
- Electronics Technician
- Senior Work Leader
- Master Maintenance Electrician
- Plant Operator III
- Indust Maint Tech
- Plant Operator II
- Pump Station Collection Technician
- Senior Auto Mechanic
- Plant Operator
- Maintenance Technician
- Inventory Control Technician
- Equipment Operator III
- Operations Tech
- Administrative Aide
- Laborer
- Engineering Clerk PT (25 hrs/wk)

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
2	2	2	2
3	3	3	3
1	1	1	1
1	1	1	1
1	1	1	1
11	11	11	11
5	5	5	5
1	1	1	1
1	1	1	1
9	9	9	9
1	1	1	1
1	1	1	1
2	2	2	2
2	2	2	2
1	1	1	1
2	2	2	2
0.5	0.5	0.5	0
48.5	48.5	48.5	48

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,752,140	2,229,352	2,073,375	2,256,809
Employee Benefits	738,670	961,507	847,818	1,018,108
Materials & Supplies	845,176	738,135	738,135	755,635
Outside Services	2,697,153	2,698,473	2,790,572	2,840,099
Capital Outlay	272,036	195,000	302,564	170,000
Capital Improve	0	0	0	0
Utilities	1,789,612	1,771,725	1,692,063	1,515,000
Transfers	0	0	0	0
Total	8,094,787	8,594,192	8,444,526	8,555,651
Revenue Sources:				
Grants & Other	0	0	0	0
Other Rev	104,321	62,070	68,570	62,070
Transfers	0	0	0	0
WPC Fund Balance	7,990,467	8,532,122	8,375,956	8,493,581
Total	8,094,787	8,594,192	8,444,526	8,555,651

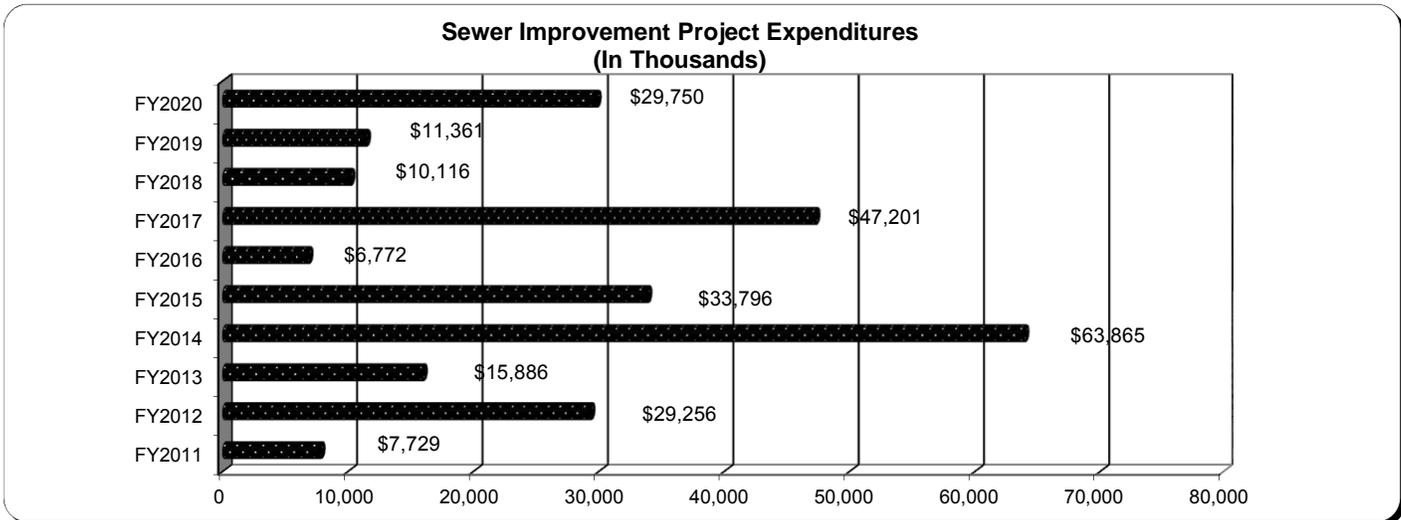
WATER PROTECTION FUND IMPROVEMENT PROJECTS

Program 1240

PROGRAM DESCRIPTION

The Sewer Improvement Program was established to provide project management and reporting for major treatment plant and collection system improvements. Projects currently in progress are financed by a revenue bonds and SRF leveraged loans..

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Capital Budget Summary

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Services	4,597,406	0	0	0
Capital	11,400	343,163	343,163	445,166
Capital Improvement	5,507,261	28,453,210	11,000,000	20,155,865
Transfer	0	0	17,986	0
Total	10,116,067	28,796,373	11,361,149	20,601,031
Revenue Sources				
Sewer Charges	0	0	0	0
Interest & Other Rv	30,893	700	226,566	96,708
Grants	0	0	0	0
Appropriation Fund	0	0	0	0
Bond Revenues/Int	32,986,127	21,449,986	11,361,149	15,926,446
Sewer FB	(22,900,953)	7,345,687	(226,566)	4,577,877
Total	10,116,067	28,796,373	11,361,149	20,601,031

Mass Transit

Mission

To provide safe, convenient and affordable public transportation for both the ambulatory and mobility challenged populations with a fixed route system that allows route deviation for curb-to-curb service.

Core Services

- Accessible bus service on 8 fixed routes, 5 days a week
- Reduced service on 10 fixed routes on Saturdays
- Curb-to-curb pickups with scheduled deviations at least 30 minutes prior to departure
- Bus service to Elwood with deviation on any scheduled #18 King Hill trip
- Intelligent Transportation System and scheduling software that allows faster reaction in the event of an emergency; provides better routing information to passengers; increases passenger confidentiality; improves communications between drivers and dispatchers; automates visual and voice announcements of major intersections and stops for sight and hearing challenged passengers; enables accurate passenger counting
- Half fare passes and fares available to persons with disabilities and over the age of 60
- Youth passes and fares available to those age 18 and younger

Current Year Activity/Achievements

- Continued Open Access arrangement with Missouri Western State University. MWSU pays a fee to cover the fare for students to ride all year with their ID.
- Continued Travel Ambassador program which assists new customers in using transit (grant funded)
- Expanded Saturday service with introduction of grant funded #21 SOUTH route
- Introduced smart phone fare payment app
- Procured 9 new replacement buses using local funds
- Installed improvements (landing pad, bench, solar light) at 20 bus stops (grant funded)
- Replaced administration building roof and bus wash (grant funded)
- Repaired concrete driveway and replaced several doors at Angelique station (grant funded)

Budget Challenges

- While fuel costs remained low this year, the market is still difficult to anticipate. The budgeted amount for fuel is a conservative estimate.
- The aging bus fleet continues to drive high costs in M&R of Motor Vehicles.
- Several facility repairs and customer amenity improvements planned (grant funded)

Performance Statistics

- Performance Statistics: FY2017 FY2018 FY2019 (Projected)
- On-Time Performance 98.5% 98.2% 98.5%
- Number of fare paying passengers (w/o transfers) 357,219 367,765 371,000
- Number of trips (including transfers) 417,497 428,748 433,000
- Percent of operating budget funded by paying riders 5.6% 5.9% 5.6%
- Percent of "half fare" passengers 19% 20% 20%
- Cost per trip per passenger \$11.86 \$11.95 \$12.00
- Number of deviations 57,347 56,788 57,300

*trip = passenger ride from one bus or one point to another

MASS TRANSIT OPERATIONS

Program 1710

Program Description

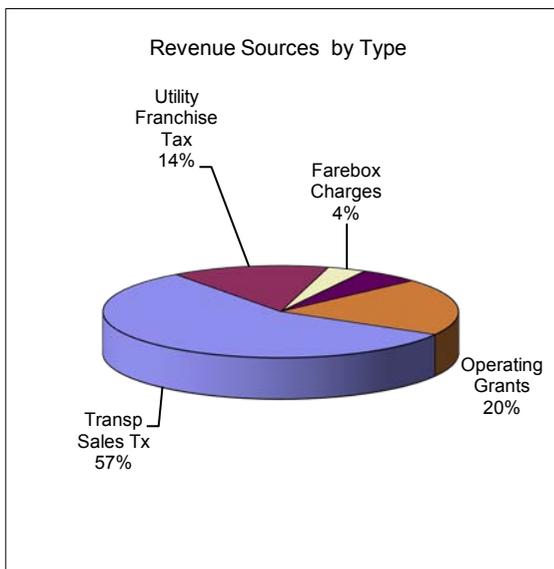
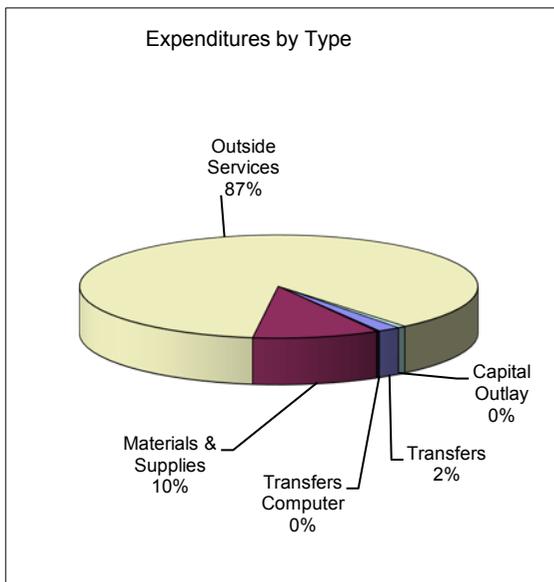
The transit system provides a safe, convenient, and affordable means of transportation. It strives to equally serve the needs of the disabled community through both fixed route and curb to curb services.

Staffing Detail

Mass Transit staff (53) are employed by the City's transit contractor.

2017-18	2018-19		2019-20
	Adopted	Estimated	Budget
Actual	Budget	Actual	Budget

Operating Budget Summary



	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Travel/Training	6,007	13,200	13,200	6,700
Materials & Supplies	430,894	724,995	473,234	728,695
Outside Services	5,013,130	5,092,459	5,399,068	6,160,727
Utilities	44,374	41,400	44,855	46,425
Capital Outlay	99,163	0	0	0
Capital Improve	0	0	0	0
Transfers	239,506	119,135	347,854	128,220
Transfers Computer	12,000	12,000	12,000	10,000
Total	5,845,073	6,003,189	6,290,212	7,080,767

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Revenue Sources:				
Transp Sales Tx	4,644,256	4,687,100	4,687,100	4,767,950
Utility Franchise Tax	1,232,496	1,176,100	1,129,250	1,214,100
Farebox Charges	321,873	291,300	291,300	296,300
Other Revenues	30,853	3,500	3,500	3,500
Interest & Other	254,216	8,500	483,459	454,000
Operating Grants	1,525,719	1,688,500	1,688,500	1,688,500
Capital Grant	0	0	0	0
Transit FB	(2,164,341)	(1,851,811)	(1,992,897)	(1,343,583)
Total	5,845,073	6,003,189	6,290,212	7,080,767

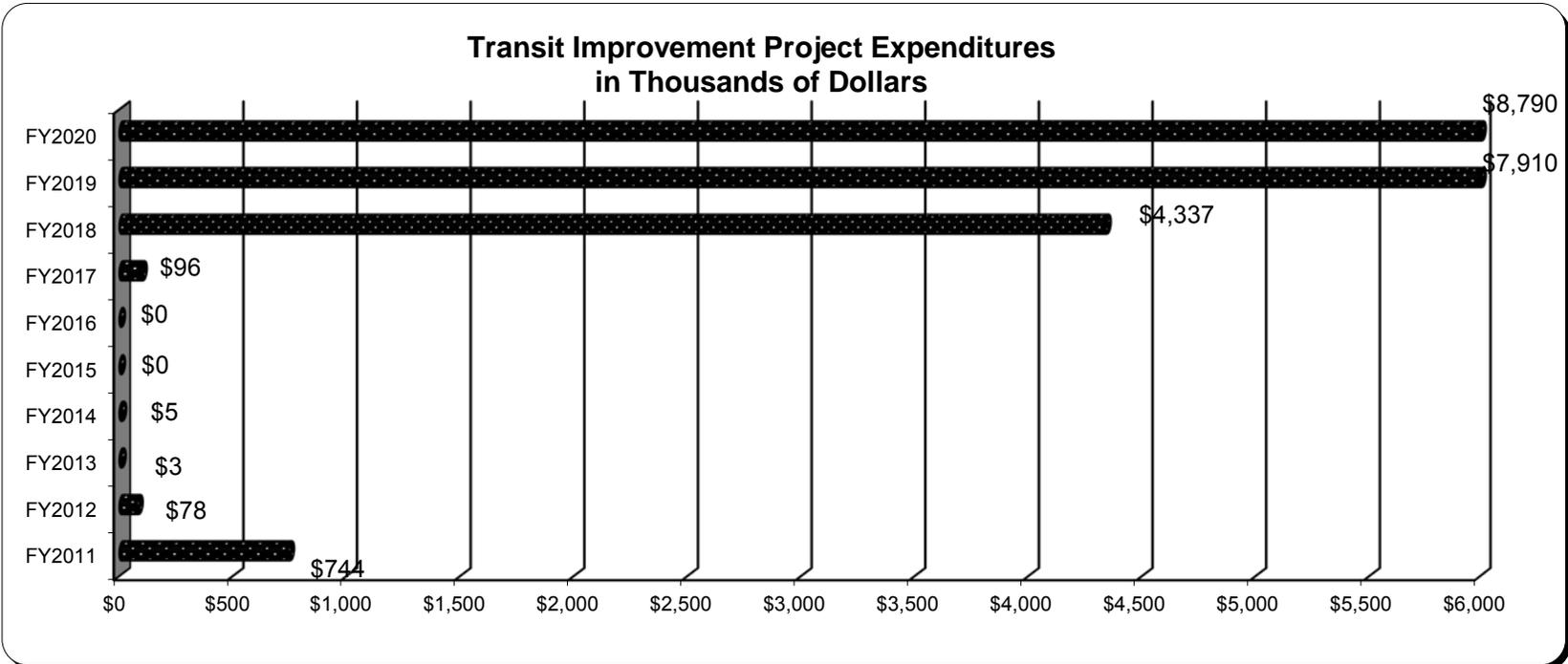
TRANSIT FUND IMPROVEMENT PROJECTS

Program 1280

PROGRAM DESCRIPTION

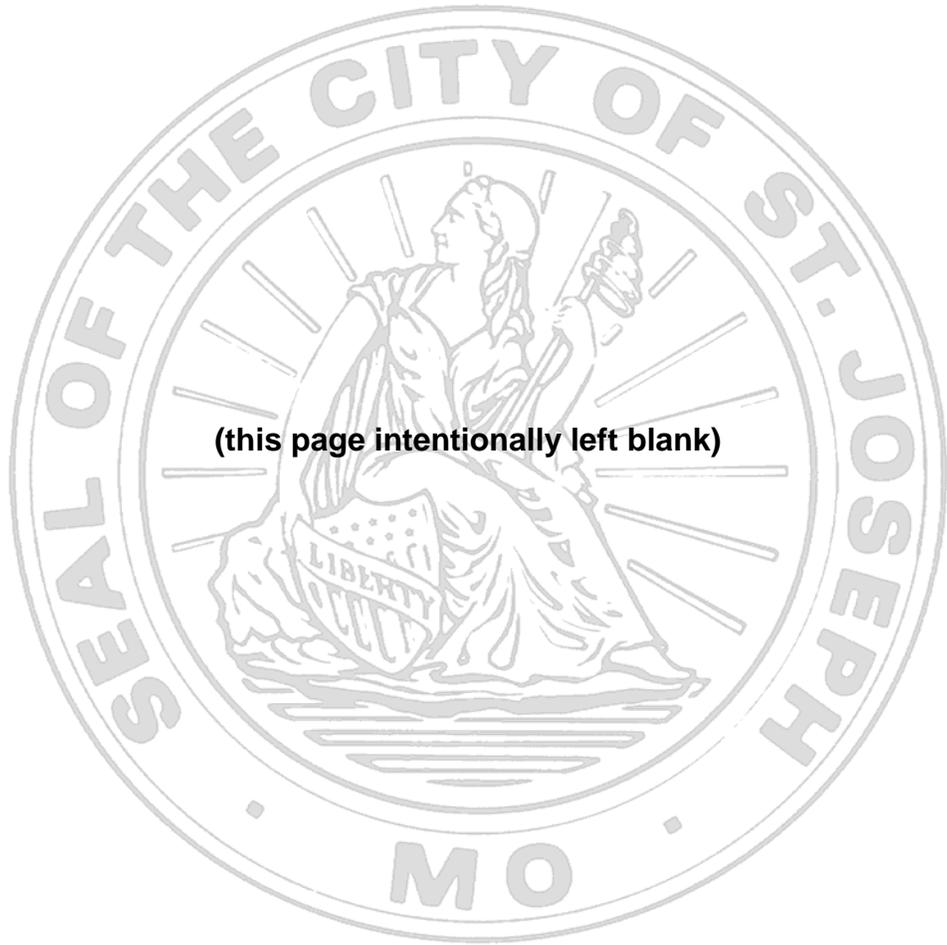
The Transit Improvement Program was established for project management and project cost reporting for major vehicle, facility, and other capital improvements and capital outlay primarily funded by the Federal Transit Administration (FTA).

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



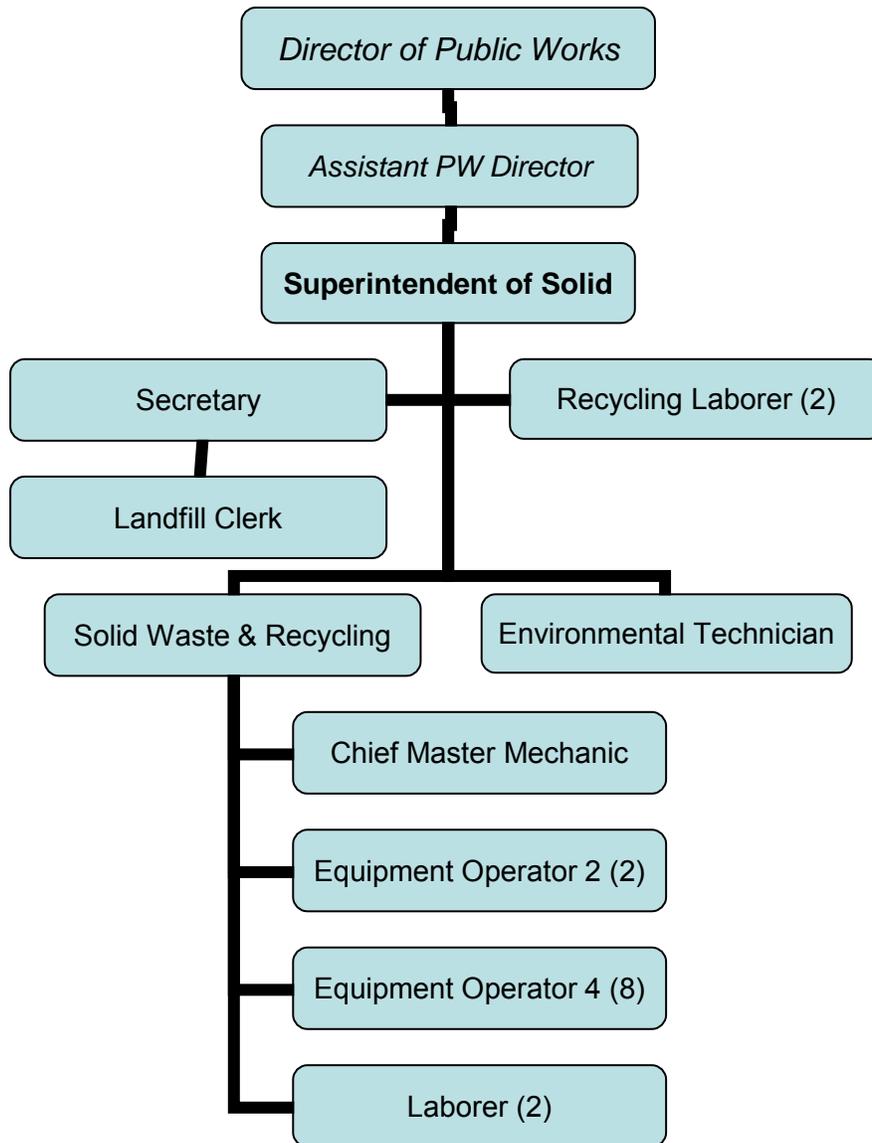
Capital Budget Summary

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Materials & Services	0	0	0	0
Capital Outlay	3,909,418	6,780,000	6,780,000	6,998,000
Improvement Projs	428,311	1,130,000	1,130,000	1,757,000
Total	4,337,729	7,910,000	7,910,000	8,755,000
Revenue Sources				
Grants	122,770	5,415,400	5,415,400	6,329,000
Transit Sales Tax	0	0	0	0
Transit FB	4,214,959	2,494,600	2,494,600	2,426,000
Total	4,337,729	7,910,000	7,910,000	8,755,000



(this page intentionally left blank)

LANDFILL OPERATIONS



Landfill & Recycling Operations

Mission

The mission of this program is to operate the St. Joseph Sanitary Landfill in the most cost-effective manner possible that provides for optimum protection of public health and environment.

Core Services

- Properly landfill and cover all solid waste for all 304 days
- Grind and compost all yard waste received
- Comply with all state regulations
- Comply with all EPA regulations
- Cut and properly dispose of all waste tires received
- Perform freon recovery and recycling of all appliances
- Properly recycle all materials received at the Recycling Center
- Provide safe disposal options for Household Hazardous Waste for the community
- Provide operation "Clean Sweep" for St. Joseph residents

Current Year Activity/Achievements

- 60,056 transactions processed at Landfill in 2018
- 145,059.99 tons of solid waste received in 2018
- 2,296.93 tons of yard waste received in 2018
- 4 MDNR inspections passed
- 7,570 tires received and processed in 2018
- 735 appliances received in 2018
- 1,146,305 pounds of material received at the Recycling Center
- 1,342 vehicles and 140,929 pounds received in 2018 during the household hazard waste collection
- 394.06 tons of debris received in 2018 during clean sweep operation
- Completed second siltation basin under the new erosion control plan

Budget Challenges/Planned Initiatives

- Proper compaction and cover active fill
- Relocate stormwater retention basin to allow for construction of next cell
- Execution of erosion control plan to minimize impact on stormwater run-off
- Prepare facility to move into Stage 7 of the newly permitted area
- Perform all necessary steps to prepare facility for many years of future operations in the new permit

Performance Statistics

- Number of tons of solid waste received at the landfill 145,059.99 tons up 12% from 2017
- Number of pounds of material dropped at the Recycling Center 1,146,305 up 1% from 2017
- Percent of pounds of recycling material compared to tons of landfill material .0039%
- Number of transactions processed at the landfill 60,056
- Number of pounds of materials collected at Household Hazardous Waste events 140,929 up 24% from 2017
- Number of vehicles through Recycling Center 45,077
- Tons of debris received in 2018 during clean sweep operation 394.06

LANDFILL OPERATIONS

Program 6110

Program Description

The Landfill staff provide the citizens of St. Joseph and surrounding areas with a comprehensive, cost effective, environmentally safe solid waste management program through efficient daily operations at the existing landfill, through proper maintenance of the three closed landfills, and through development of new disposal areas for the future.

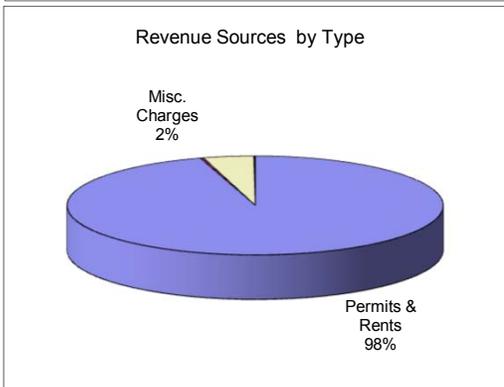
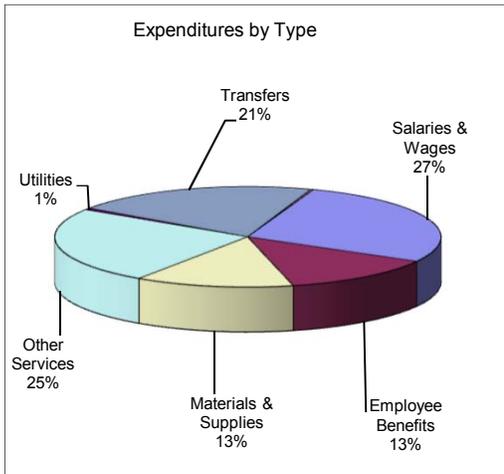
Staffing Detail

Superintendent of Solid Waste
 Solid Waste & Recycling Supervisor
 Chief Master Mechanic
 Master Mechanic
 Equipment Operator IV
 Administrative Assistant
 Environmental Technician
 Equipment Operator II
 Landfill Clerk
 Laborer

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
0	0	0	1
8	8	8	8
1	1	1	1
1	1	1	1
3	3	3	3
1	1	1	1
2	2	2	2
19	19	19	20

Major Budgetary Changes & Program Highlights

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Other Services
 Utilities
 Capital Outlay
 Transfers
 Transfers Network

Total

Revenue Sources:

Permits & Rents
 Misc. Charges
 Interest Earnings
 Gas to Energy Sales
 Rents
 Interfund Trfer

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
733,499	813,958	825,940	864,612
307,278	361,348	352,061	411,110
311,816	455,900	360,893	417,300
601,206	468,722	598,820	771,685
15,959	15,600	16,974	17,500
0	12,000	12,000	0
615,422	610,892	710,892	649,840
5,000	6,000	6,000	7,000
2,590,180	2,744,420	2,883,579	3,139,047
4,755,239	4,760,000	5,130,885	5,260,000
27,536	10,300	15,300	15,300
134,112	60,100	238,350	238,600
3,895	2,500	2,000	2,500
4,464	4,500	4,500	4,500
(2,335,066)	(2,092,980)	(2,507,455)	(2,381,853)
2,590,180	2,744,420	2,883,579	3,139,047

RECYCLING OPERATIONS

Program 6150

Program Description

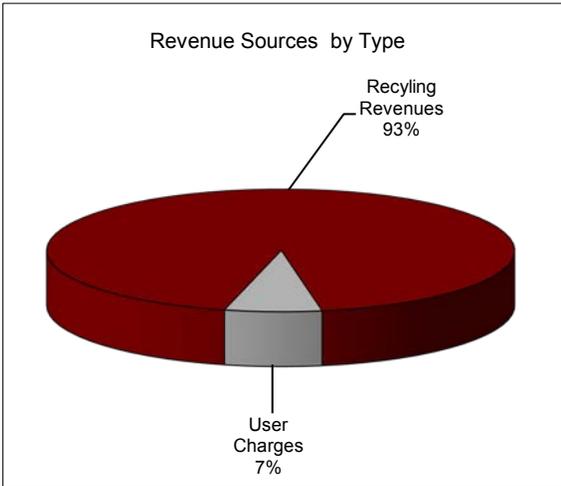
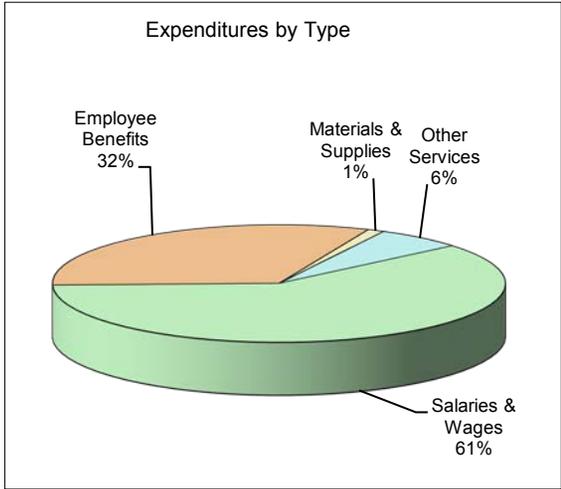
The recycling center was opened in 1995 to reduce the volume of waste that otherwise would be sent to a landfill by providing a drop-off site which collects eight types of products.

Staffing Detail

Laborer

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
2	2	2	2

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	66,989	68,312	68,750	68,454
Employee Benefits	32,643	33,689	33,793	36,047
Materials & Supplies	517	1,350	1,350	1,350
Other Services	5,479	7,030	7,030	7,030
Utilities	0	0	0	0
Capital Outlay	0	0	0	0
Transfers	3,250	3,250	3,250	3,250
Total	108,878	113,631	114,172	116,131

Revenue Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
User Charges	1,000	1,000	1,000	1,000
Recycling Revenues	20,238	20,000	14,000	14,000
Recycling FB	87,639	92,631	99,172	101,131
Total	108,878	113,631	114,172	116,131

LANDFILL FUND IMPROVEMENT PROJECTS

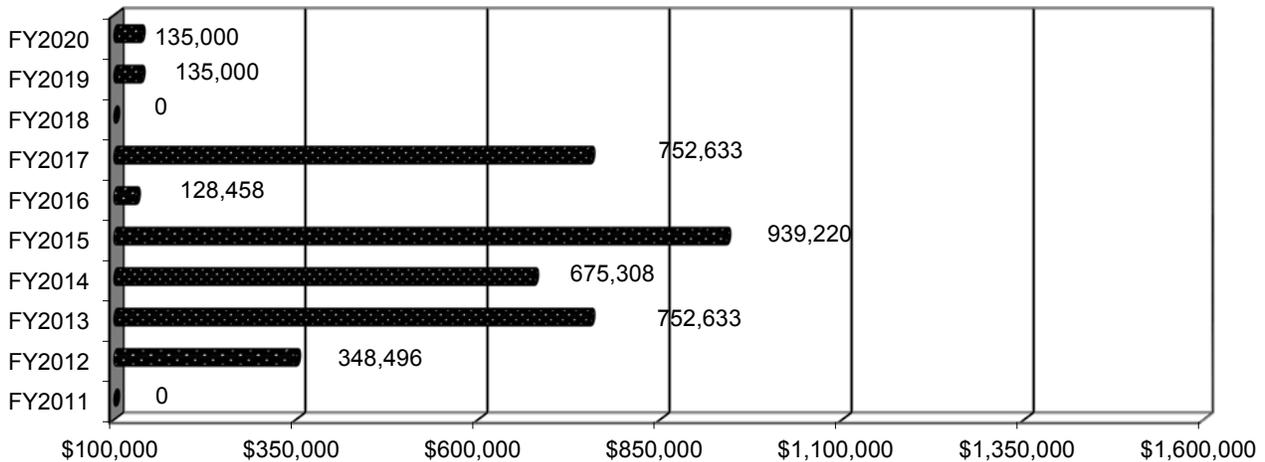
Program 1260

PROGRAM MISSION

The Landfill Improvement Program provides project management and cost reporting for major capital improvements at the Landfill. Projects include grading and construction, liner installation, and improvements related to the close of landfills as required by the Missouri Department of Natural Resources.

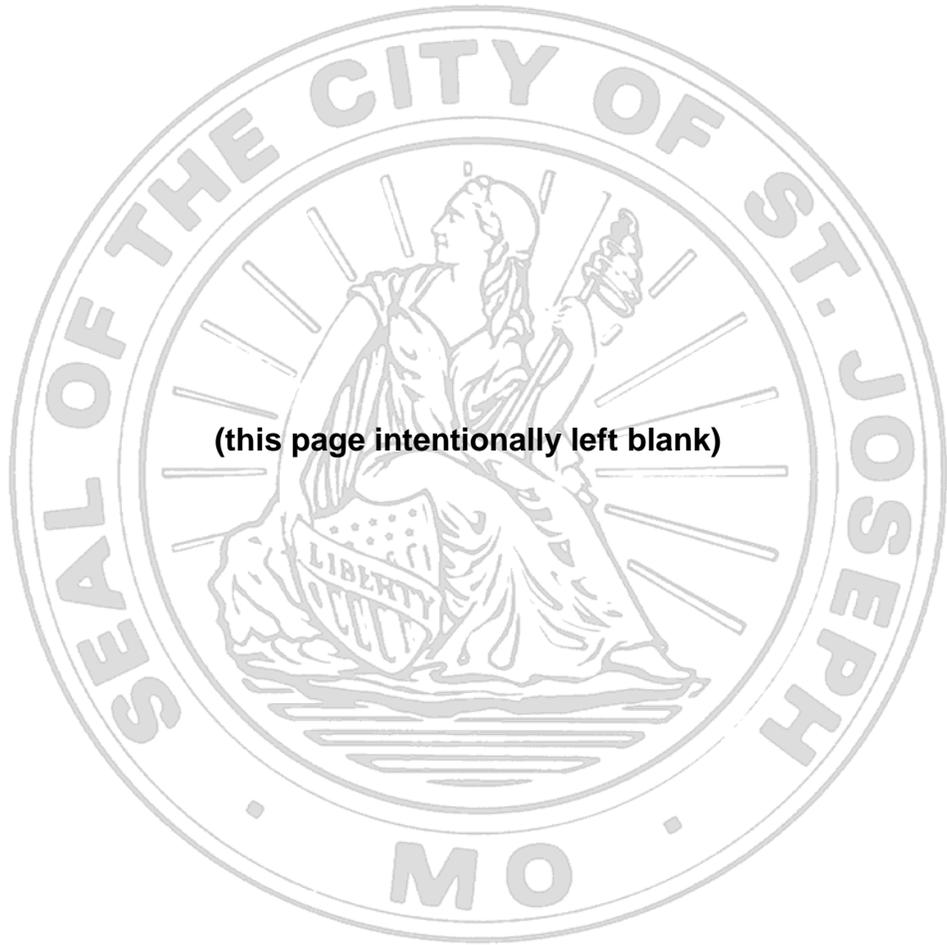
CAPITAL OUTLAY & PUBLIC IMPROVEMENTS

Landfill Improvement Project Expenditures



Capital Budget Summary

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Expenditures				
Professional Services	0	135,000	135,000	0
Capital Outlay	83,982	0	939,405	1,069,000
Improvement Proj's	203,958	1,090,000	1,090,000	770,000
Total	287,940	1,225,000	2,164,405	1,839,000
Revenue Sources				
Landfill Fees	287,940	1,225,000	2,164,405	1,839,000
Total	287,940	1,225,000	2,164,405	1,839,000



(this page intentionally left blank)

OTHER PROGRAMS

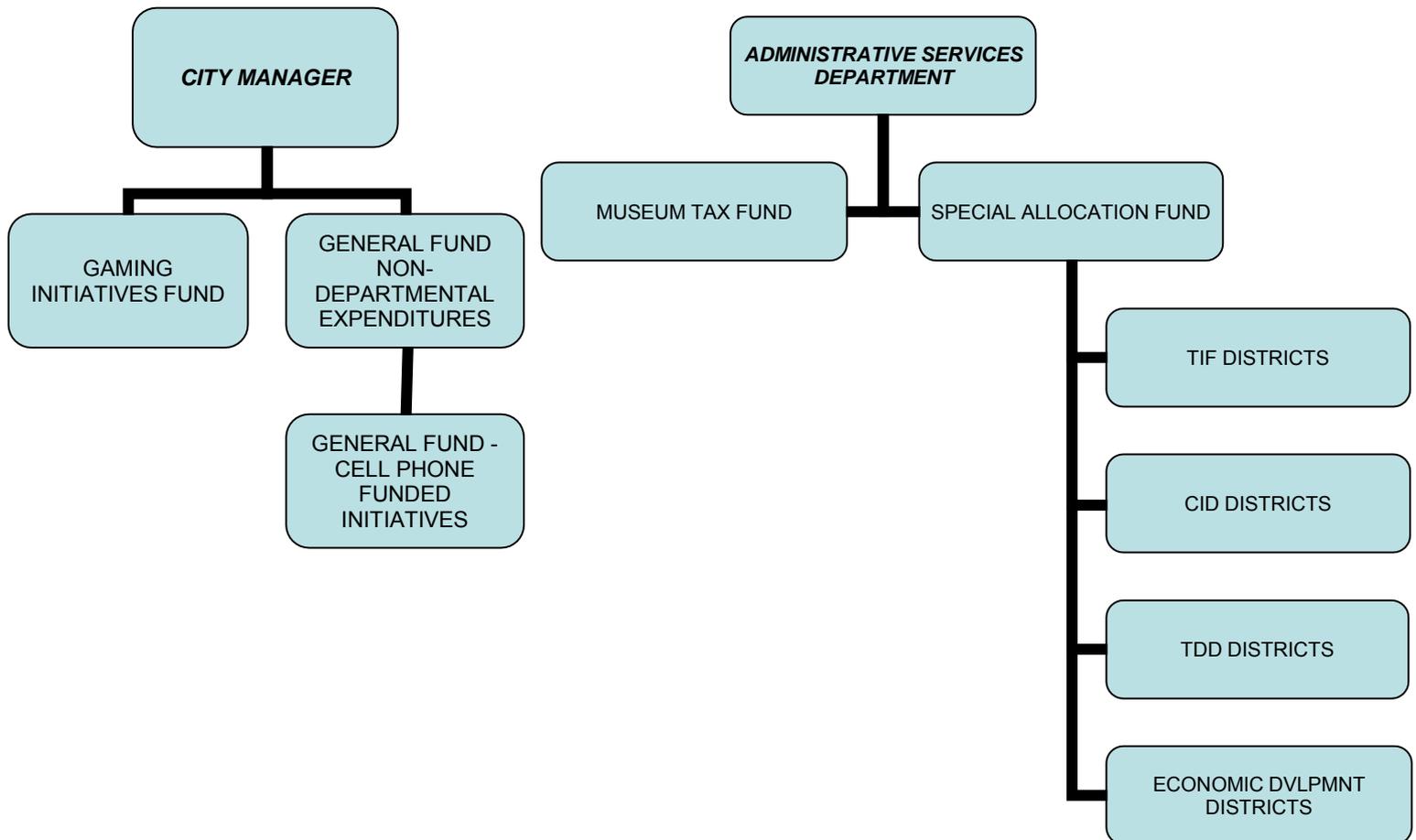
The City of St. Joseph's has several departments with no staff. All but one of these programs have their own funding sources.

Revenues in the Special Allocation fund are primarily generated through the Payments in Lieu of Property Taxes (PILOTs) and Economic Activity Taxes (EATs). They are used to reimburse developers within economic development districts and/or to pay debt service on TIF bonds.

The monies from the revenues received from the local casino and from cell phone franchise taxes have the possibility of being eliminated. These monies are used for one-time or less essential expenditures.

The Museum property tax monies are allocated to city-owned museums both directly to city-run facilities and via a management contract for others. A portion of the annual tax distribution is ear-marked for capital improvements at the Wyeth-Tootle Mansion.

TOTAL BUDGETED RESOURCES: \$ 11,437,024



OTHER PROGRAMS SUMMARY

		2017-18	2018-19		2019-20
		Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE					
Materials, Professional & Contracted Svcs		2,610,376	3,124,352	2,892,327	2,909,798
Debt Service, Reimbursed Expenditures		6,985,467	7,855,697	7,855,697	7,099,738
Transfers		1,783,673	1,438,715	2,554,715	1,077,488
Capital Outlay		47,650	527,161	494,161	350,000
		<u>11,427,166</u>	<u>12,945,925</u>	<u>13,796,900</u>	<u>11,437,024</u>
USES BY PROGRAM					
	SUPERVISING DEPARTMENT				
Gaming Initiatives	CMO	866,394	1,255,160	1,096,500	981,660
Non-Departmental	CMO	1,812,715	1,501,491	874,536	800,171
Cell Phone Initiatives	CMO	680,489	767,451	889,041	1,116,108
Museum Tax Program	Admin Services	494,352	957,410	957,410	600,650
Center Building TIF	Admin Services	2,045	52,395	52,395	42,761
Gilmore Building TIF	Admin Services	679	300	300	9,714
Downtown Mosaic TIF	Admin Services	58	2,000	2,000	510,450
CVS/Pharmacy STRA TIF	Admin Services	171	7,000	7,000	8,235
Uptown Redevelopment TIF	Admin Services	297	500	500	10,065
Ryan Block TIF	Admin Services	137	130	130	123
Cooks Crossing Redvlpmt	Admin Services	150,390	149,480	149,480	117,618
Downtown Revitalization TIF	Admin Services	0	5,000	5,000	5,000
Mitchell Avenue TIF	Admin Services	381,476	381,600	381,600	385,005
The Commons Dvlpmnt (EDC	Admin Services	637,390	599,750	599,750	628,754
NE Cook Road TIF	Admin Services	17,582	8,900	1,523,900	14,185
East Hills TIF (&CID)	Admin Services	637,508	1,385,200	1,385,200	623,422
N County Dvlpmnt TIF	Admin Services	3,465,365	3,489,038	3,489,038	2,976,735
American Electric TIF	Admin Services	1,610	0	0	20,000
EBR Dvlpmnt TIF	Admin Services	321,830	377,625	377,625	322,416
Triumph Foods TIF	Admin Services	1,939,950	1,945,395	1,945,395	1,950,860
Fountain Creek TIF	Admin Services	95	100	100	95
3rd Street Hotel TIF	Admin Services	0	0	0	0
Tuscany Towers TIF	Admin Services	16,633	60,000	60,000	312,997
		<u>11,427,166</u>	<u>12,945,925</u>	<u>13,796,900</u>	<u>11,437,024</u>
FUNDING SOURCES					
General Fund		2,493,205	2,268,942	1,763,577	1,916,279
Gaming Fund		866,394	1,255,160	1,096,500	981,660
Museum Tax Fund		494,352	957,410	957,410	600,650
Special Allocation Fund		7,573,216	8,464,413	9,979,413	7,938,435
		<u>11,427,166</u>	<u>12,945,925</u>	<u>13,796,900</u>	<u>11,437,024</u>

NON-DEPARTMENTAL EXPENDITURES

Program 0001

Program Description

To separately identify revenue and expenditures not otherwise assigned to other General Fund departments or programs.

Staffing Detail

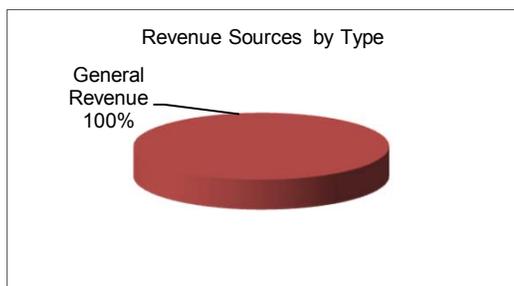
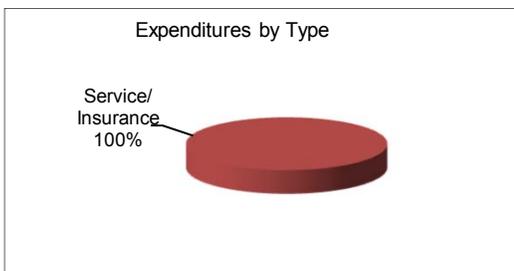
N/A

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual
0	0	0	0

Major Budgetary Changes & Program Highlights

Vehicle / Equipment Lease payment (Copier/Phone)	\$80,877
Assessment/Collections Fees paid to Buchanan County for Billing City Taxes	192,000
Property Damage and Liability Insurance Premiums for General Fund	527,294
	<u>\$800,171</u>

Operating Budget Summary



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Services/Insurance	642,473	678,327	678,327	800,171
Principal	140,000	145,000	145,000	0
Interest/Other Chgs	57,788	51,209	51,209	0
Transfers	972,455	626,955	0	0
Total	1,812,715	1,501,491	874,536	800,171

Sources:

General Revenue	1,812,715	1,501,491	874,536	800,171
-----------------	-----------	-----------	---------	---------

CELL PHONE EXPENDITURES

Program 0011

Program Description

To separately identify revenue and expenditures related to one-time and on-going wireless franchise taxes.

Staffing Detail

N/A

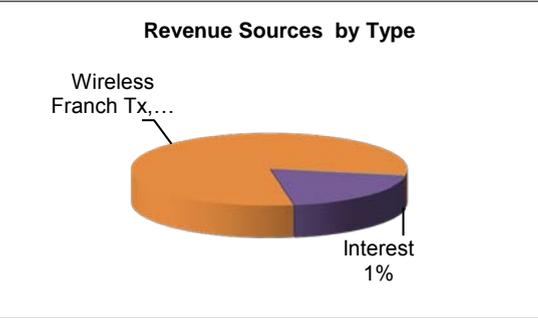
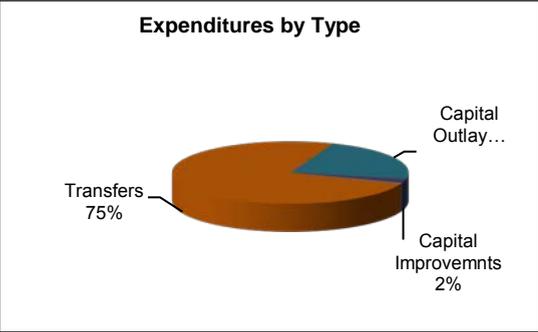
2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

Proposed Cell Phone Funded Initiatives

24 Hour Access Fitness Room - Parks Department (REC Center)	\$ 15,000
Drain Covers - Parks Department (Aquatic)	10,000
Marked Cars (5) - Police Department	205,000
Department SUV - Health Department	30,000
Inspector Vehicle - Building Development	15,000
Human Rights Commission - Legal Department	3,000
Transfer to Streets Maintenance - Stormwater Grant (75% City/25% Resident)	50,000
Transfer to Parks Maintenance - Mowers (2)	70,000
Transfer to Parks Maintenance - 1/2 Ton Pickup Truck	32,000
Transfer to Parks Maintenance - Snow Plow for 1 Ton Truck	6,000
Transfer to Parks Maintenance - Turbine Blower	5,000
Transfer to Public Safety - Mobile/Portable Radio Upgrades (Police)	216,000
Transfer to Public Safety - Communication Center Consoles (Police)	101,756
Transfer to Aviation - 1/2 Ton Crew Cab Truck	30,000
Transfer to Public Parking - Mosaic Obligation	253,852
Transfer to Public Parking - Mosaic Maintenance Repair Costs	67,000
Transfer to Golf Course - Driving Range Netting	6,500
	\$ 1,116,108

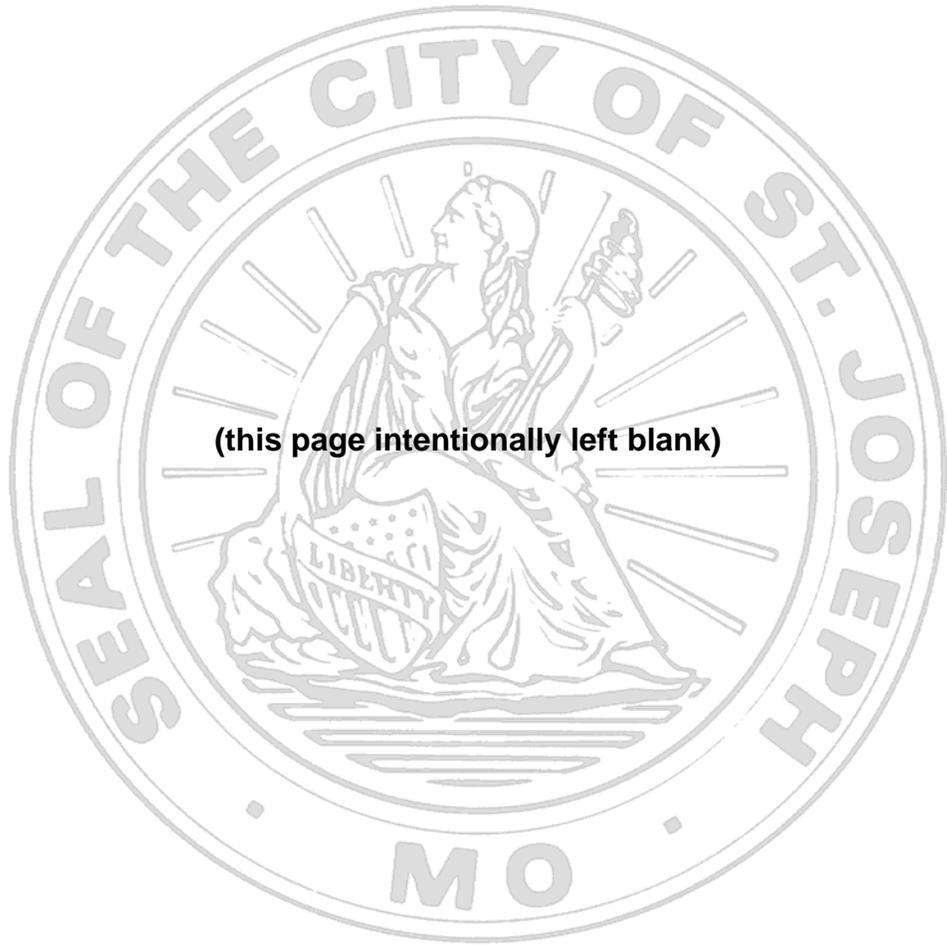
Operating Budget Summary



	2017-18	2018-19		2019-20
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	21,648	101,290	40,000	3,000
Materials	5,000	27,000	14,925	0
Transfers	629,031	546,000	773,955	838,108
Capital Outlay	0	9,000	9,000	250,000
Capital Improvements	24,810	84,161	51,161	25,000
Total	680,489	767,451	889,041	1,116,108
Sources:				
Wireless Franch Tx	997,373	900,000	900,000	900,000
Interest	7,576	4,000	20,337	4,000
Other General Fund	(324,460)	(136,549)	(31,296)	212,108
Total	680,489	767,451	889,041	1,116,108

CELL PHONE INITIATIVES

Parks and Recreation	15,000	24-Hour Access Fitness Room
	10,000	Drain Covers - Aquatic
Police	205,000	Marked Police Cars (5)
Health	30,000	Health Department SUV
Building Development	15,000	Building Inspector Vehicle
Other Services	3,000	Human Rights Commission
Transfer to Streets Maintenance Fund	50,000	Stormwater Grant (75% City/25% Resident)
Transfer to Parks Maintenance Fund	70,000	Mowers (2)
	32,000	1/2 Ton Pickup Truck
	6,000	Snow Plow for 1 Ton Truck
	5,000	Turbine Blower
Transfer to Public Safety Tax Fund	216,000	Mobile/Portable Radio Upgrades - Police
	101,756	Communication Center Consoles - Police
Transfer to Aviation Fund	30,000	1/2 Ton Crew Cab Truck
Transfer to Public Parking Fund	253,852	Mosaic Obligation
	67,000	Mosaic Maintenance/Repair Costs
Transfer to Municipal Golf Fund	6,500	Driving Range Netting
	\$ 1,116,108	



(this page intentionally left blank)

GAMING FUNDED INITIATIVES

Program 8900

Program Description

To separately identify revenue from riverboat gaming operations and expenditures paid as authorized by Council. To concentrate funding on efforts that promote economic and community development and community aesthetics.

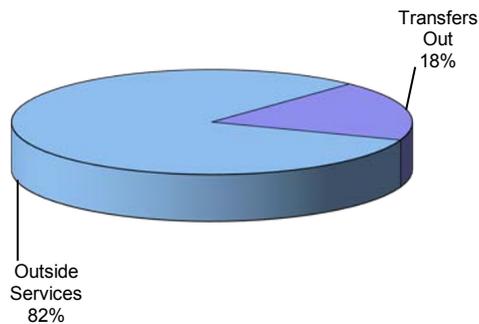
Staffing Detail

N/A

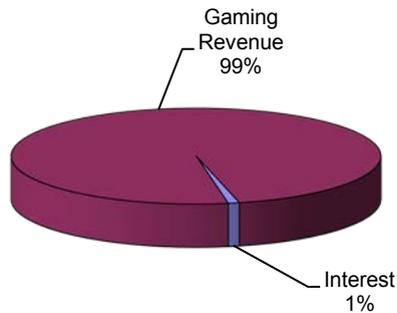
2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



Expenditures:

Outside Services
Materials/Supplies
Capital Outlay
Capital Imprvmnt
Transfers Out

Total

Sources:

Grants
Gaming Revenue
Interest
Other Revenue
Fund Balance (to)/frm

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
866,394	1,255,160	1,096,500	981,660
0	0	0	0
954,245	1,030,000	817,200	822,000
5,416	200	7,991	8,000
1,600	0	0	0
(94,867)	224,960	271,309	151,660
866,394	1,255,160	1,096,500	981,660

GAMING INITIATIVES

Proposed Gaming Funded Initiatives

Contributions/Contracts - Recurring	\$		
		21,310	Festival Funding
		15,000	City 4th of July fireworks display
		30,000	Allied Arts Council
		1,600	MoDOT Lease
		40,000	Public Education Spots & Cablevision Contract (Pub Info)
Chamber/Econ Dev		189,000	Chamber Economic Development Contract
		20,000	MO-KAN Contribution
		10,000	State Legislative Lobbyist (Mark Rhoads)
		10,000	Downtown Partnership Contract
		20,000	Community Alliance Membership
		750	Great Northwest Day at the Capital, City's sponsorship
		10,000	Chamber Workforce Development
		<u>259,750</u>	
		125,000	Legal Services - Outside Specialized Counsel (Legal)
		20,000	Save Our Heritage Neighborhood Grants
Historic/Landmark		150,000	Historic preservation grants outside of HUD-eligible areas
		25,000	Landmark Commission Emergency building stabilization
		8,000	Landmark Commission Public & education outreach
		<u>203,000</u>	
		80,000	Property Mnt clean-up, abatement, dangerous bldg issues
		17,500	Innovation Stockyard
		7,000	Foundation Recovery
Contributions/Contracts - Once or Limited			
TRANSFER TO GENERAL FUND			
Nature Center:		40,000	Special Programming
NonDepartmental:		10,000	Contribution toward in-kind services supplied to spcl events
TRANSFER TO STREETS FUND			
Stormwater Grant		50,000	Stormwater Match Grant 75/25
TRANSFER TO SPECIAL ALLOCATION FUND			
City Sponsored TIFs:		5,000	As Needed - To cover City expenses until TIF revenues begin
TRANSFER TO AVIATION FUND			
Airport Operations:		70,000	Operating Subsidy in support of Air Guard presence
TRANSFER TO PARKING FUND			
Parking Operations:		<u>6,500</u>	Reimbursement for lost revenue/waived fees at Civic Center
TOTAL PROPOSED \$		981,660	

MUSEUM FUND CONTRIBUTIONS

Program 3750

Program Description

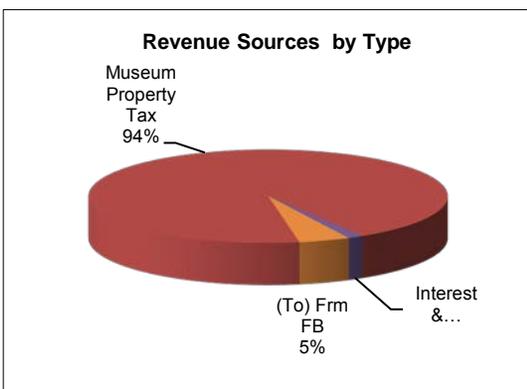
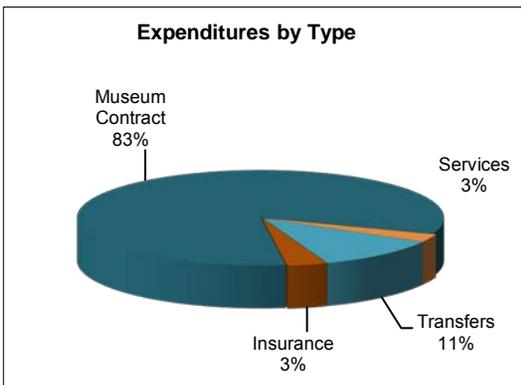
To separately identify revenue from the Museum Property Tax and expenditures paid as authorized by Council. To concentrate funding on municipal museums.

Staffing Detail

N/A

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Operating Budget Summary



	2017-18	2018-19		2019-20
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	14,204	14,200	14,200	14,200
Insurance	11,621	14,950	14,950	18,570
Museum Contract	385,000	435,000	435,000	435,000
Transfers	60,687	59,260	59,260	57,880
Total	471,512	523,410	523,410	525,650
Revenue Sources:				
Museum Property Tax	484,340	487,550	494,203	494,203
Interest & Other	5,292	700	7,301	7,300
(To) Frm FB	(18,121)	35,160	21,906	24,147
Total	471,512	523,410	523,410	525,650

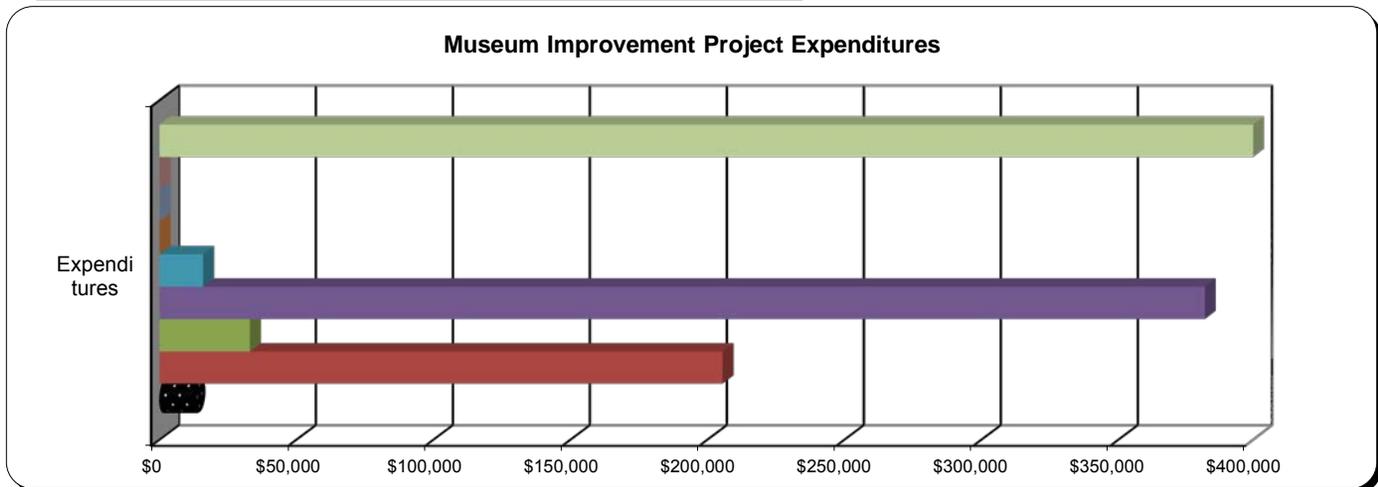
MUSEUM FUND IMPROVEMENT PROJECTS

Program 1238

PROGRAM DESCRIPTION

The Museum Improvement Projects Program was established to track, monitor, and facilitate expenditure of the \$75,000 per year appropriation from the Museum Tax for use in repairing and renovating the Wyeth-Tootle Mansion, considered on of the City's museums.

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Major Budgetary Changes & Program Highlights

A separate CIP program for the Museum projects was created in order to better demonstrate that the Museum tax funds were being spent on the appropriate projects.

Major CIP Projects:

- Future Exterior improvements

Capital Budget Summary

	2017-18 Actual	2018-19		2019-20 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Capital Improv	22,840	434,000	434,000	75,000
Total	22,840	434,000	434,000	75,000
Revenue Sources				
Property Tax	75,000	75,000	75,000	75,000
CIP FB	(52,160)	359,000	359,000	0
Total	22,840	434,000	434,000	75,000

CENTER BUILDING TIF

Program 5140

Program Description

This program tracks the revenues and expenditures for the Center Building TIF. This is the first redevelopment project within the Downtown Revitalization TIF district. The project is a building rehab program located at 6th and Edmond. In addition to updates of the building, the project also includes: streetscapes, sidewalks, and improvements to the city-owned public parking lot located west of the building. Reimbursable costs include public infrastructure, construction, architecture, and engineering.

Staffing Detail

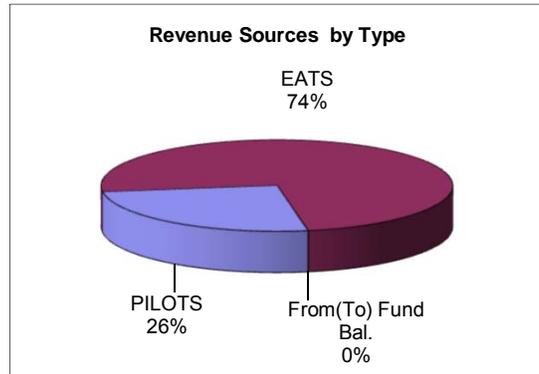
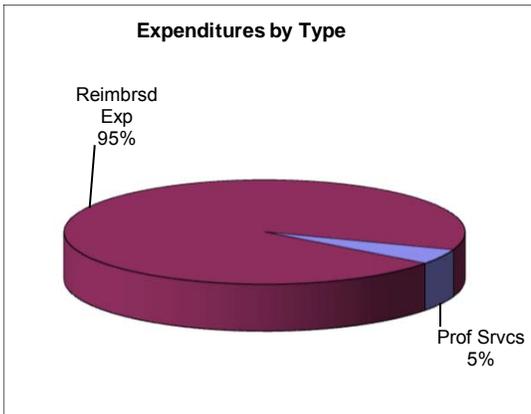
N/A

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~This is a pay-as-you-go TIF. A few small businesses are open within the building. The center piece - the Ground Round Restaurant - replaced the Brazilian Restaurant in 2012.

Operating Budget Summary



	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Prof Svcs	2,045	2,800	2,800	2,023
Reimbrsd Exp	0	49,595	49,595	40,738
Total	2,045	52,395	52,395	42,761
Sources:				
PILOTS	10,895	12,044	12,044	10,920
EATS	31,432	30,740	30,740	31,826
From(To) Fund Bal.	(40,281)	9,611	9,611	15
Total	2,045	52,395	52,395	42,761

GILMORE BUILDING TIF

Program 5145

Program Description

This program tracks the revenues and expenditures for the Gilmore Building TIF. This is a redevelopment project located in the "Phase One" area of the Downtown Revitalization TIF district. The project is a building rehab program located at 107 S 6th Street. The project involves restoration of an existing building for development of retail space and market rate apartments. Reimbursable costs include elevator, stairs, stairwell, and electrical service.

Staffing Detail

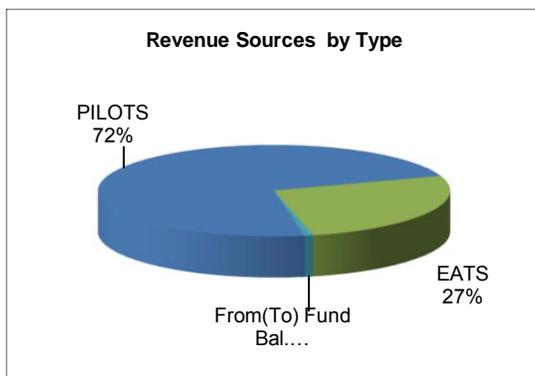
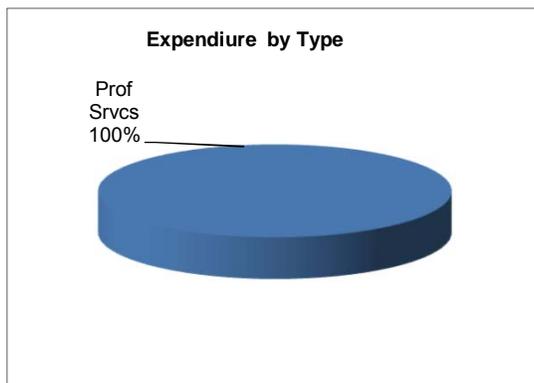
N/A

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~This is an active pay-as-you-go TIF where the Paradox Theatre and Coffee House reside.

Operating Budget Summary



Expenditures:

Prof Svcs
Reimbrsd Exp
Total

Sources:

PILOTS
EATS
From(To) Fund Bal.
Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
679	300	300	714
0	0	0	9,000
679	300	300	9,714
13,063	4,500	8,033	7,051
552	2,940	2,940	2,587
(12,936)	(7,140)	(10,673)	76
679	300	300	9,714

DOWNTOWN MOSAIC TIF

Program 5146

Program Description

This program tracks the revenues and expenditures for the Downtown Mosaic TIF. The Mosaic Downtown Revitalization Project is for renovation of the German American building, the demolition and reconstruction of the City owned public parking structure at Felix and 8th Street and repaving and striping of two surface parking lots, all within Redevelopment Project Area 1 of the Downtown St. Joseph Tax Increment Financing Redevelopment Plan approved by Special Ordinance No. 7704 passed June 29, 2009.

Staffing Detail

N/A

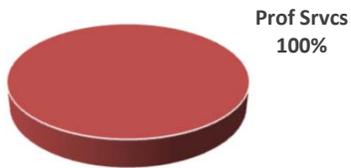
2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

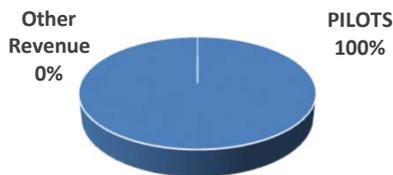
~This is a recently established, pay-as-you-go TIF. The renovations for the German American building were completed in May of 2017. The parking garage opened for use early in 2018.

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



Expenditures:

	2017-18 Actual	2018-19		2019-20 Budget
		Adopted Budget	Estimated Actual	
Prof Svcs	58	2,000	2,000	26,819
TIF Reimb/Debt Serv	0	0	0	483,631
Total	58	2,000	2,000	510,450

Sources:

	2017-18 Actual	2018-19		2019-20 Budget
		Adopted Budget	Estimated Actual	
PILOTS	0	0	496,372	508,450
EATS	0	0	0	0
Other Revenue	0	0	0	0
From(To) Fund Bal.	58	2,000	(494,372)	2,000
Total	58	2,000	2,000	510,450

CVS ASHLAND TIF

Program 5147

Program Description

This program tracks the revenues and expenditures for the improvements made to Karnes Road and North Belt Highway intersection. The developer redeveloped approximately 1.458 acres to construct a new CVS/Pharmacy. The Developer agrees as part of the development to pay for costs related to construction of a right hand turn lane to service the project area at the intersection of Karnes Road and North Belt Highway. The Developer intends to use future sales tax revenue generated from CVS/Pharmacy reimbursed by the City over a period not to exceed six (6) years with no interest to cover most of the right hand turn lane from Karnes Road to The Belt Highway.

Staffing Detail

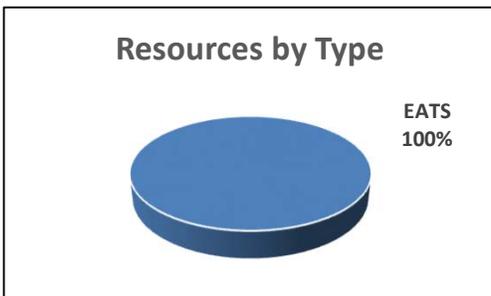
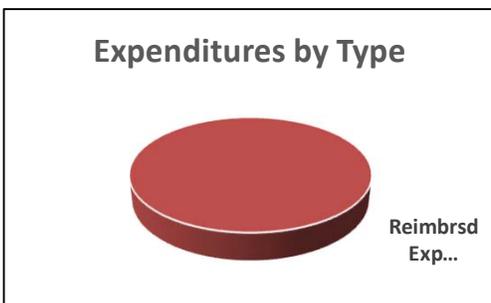
N/A

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~This is an active pay-as-you-go TIF. CVS opened for business in March of 2016.

Operating Budget Summary



	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Prof Svcs	171	0	0	111
Reimbrsd Exp	0	7,000	7,000	8,124
Total	171	7,000	7,000	8,235
Sources:				
PILOTS	0	0	0	0
EATS	8,566	7,000	7,000	5,526
From(To) Fund Bal.	(8,395)	0	0	2,709
Total	171	7,000	7,000	8,235

UPTOWN REDEVELOPMENT TIF

Program 5155

Program Description

This program tracks the revenues and expenditures for the project(s) at the Uptown Redevelopment site. This project targets the redevelopment of large sections of uptown St. Joseph including the site of the west campus of Heartland Hospital. This TIF project was approved March 2005. A majority of the TIF revenues will go to pay back the hospital for the extraordinary demolition costs of the old buildings. Most of this project area will be developed under a 353 program.

Staffing Detail

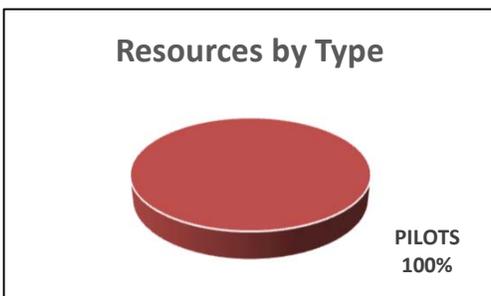
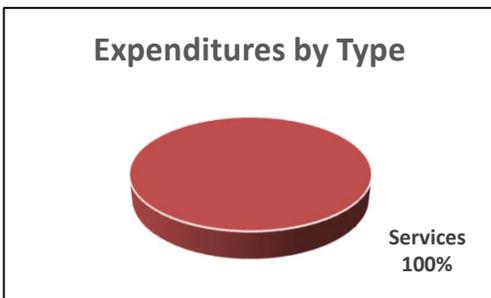
N/A

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~To date, two residential properties have been developed.

Operating Budget Summary



Expenditures:

Services

Reimbrsd Exp

Total

Sources:

PILOTS

EATS

Other Revenue

From/(To) Fund Bal

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
297	500	500	650
0	0	0	9,415
297	500	500	10,065
5,317	1,000	1,466	1,466
0	0	0	0
0	0	0	0
(5,020)	(500)	(966)	8,599
297	500	500	10,065

RYAN BLOCK TIF

Program 5156

Program Description

This program tracks the revenues and expenditures for the project(s) at the Ryan Block redevelopment site. This is a mixed use commercial space/residential lofts project on Frederick Avenue. The TIF project was approved December 2006.

Staffing Detail

N/A

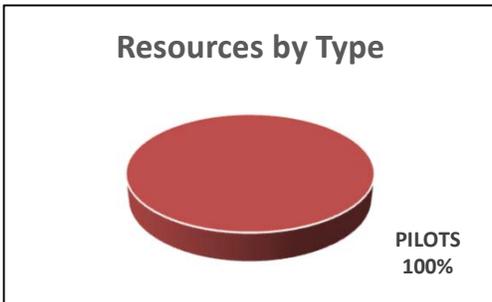
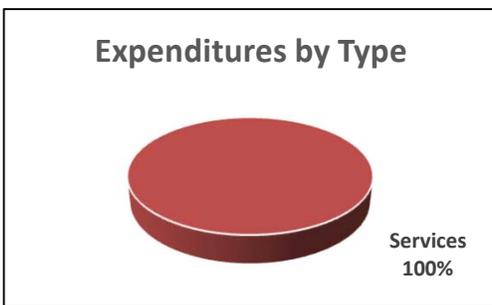
2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~This TIF is based on a pay-as-you-go basis. Development began in 2006 with the demolition of one building in order to provide a parking lot for the refurbished buildings. There will be 3,300 square feet of commercial space on the first floor and 6,600 square feet of residential space on the second and third floors.
- ~ Only a small amount of PILOTs have been generated. Nothing has been reimbursed as yet.

Operating Budget Summary

Retail business, Friederich's Market, opened in October of 2017



	2017-18	2018-19		2019-20
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	137	130	130	123
TIF Reimb/Debt Serv	0	0	0	0
Total	137	130	130	123
Sources:				
PILOTs	(221)	1,558	2,327	2,328
EATS	385	0	0	450
Other Revenue	0	0	0	0
From/(To) Fund Bal	(27)	(1,428)	(2,197)	(2,655)
Total	137	130	130	123

COOKS CROSSING REDEVELOPMENT

Program 5157

Program Description

This program tracks the revenues and expenditures for the project(s) at the Creeks Crossing redevelopment site. This is a commercial space project which redeveloped the site of an abandoned Payless Cashways building on the Belt Highway. Pay-as-you-go reimbursements are made through a Tax Redevelopment Agreement with the City.

Staffing Detail

N/A

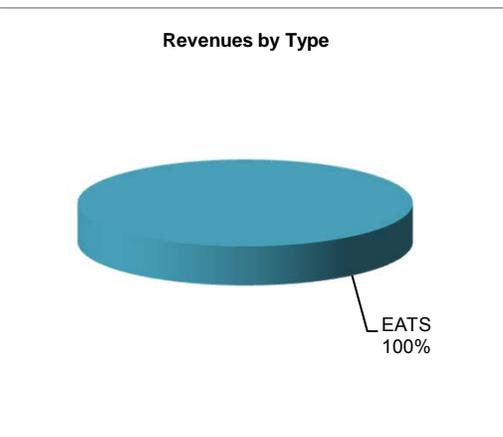
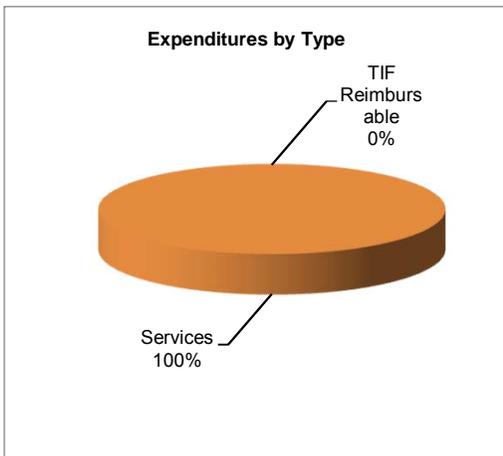
2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~This Economic Development project is based on a pay-as-you-go basis. A property vacated by the former business years ago has been completely redeveloped. Tenants include Dicks' Sporting Goods, a re-located Aldi's grocery, a Starbucks, a Pet Smart and several other small businesses. The project was approved by City Council in the spring of 2011.

~Incentives include tax abatements through a 353 Redevelopment Agreement and sales tax reimbursements through an Economic Development Agreement with the City. By FY15 revenue from City PILOTs will be available. The amount is currently unknown although an estimate has been projected.

Operating Budget Summary



Expenditures:

Services
TIF Reimbursable
Debt Service

Total

Sources:

PILOTs
EATS
Other Revenue
From/(To) Fund Bal

Total

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1,268	1,500	1,500	1,162
-	147,980	147,980	-
149,122	-	-	116,456
150,390	149,480	149,480	117,618
-	-	-	-
126,820	120,000	120,000	122,244
-	-	-	-
23,570	29,480	29,480	(4,626)
150,390	149,480	149,480	117,618

DOWNTOWN REVITALIZATION TIF

Program 5164

Program Description

This program tracks the revenues and expenditures for the Downtown Revitalization TIF. This is a TIF project initiated by the City in order to meet the Council goal of downtown revitalization. The Plan itself was funded through the Governor's DREAM initiative.

Staffing Detail

N/A

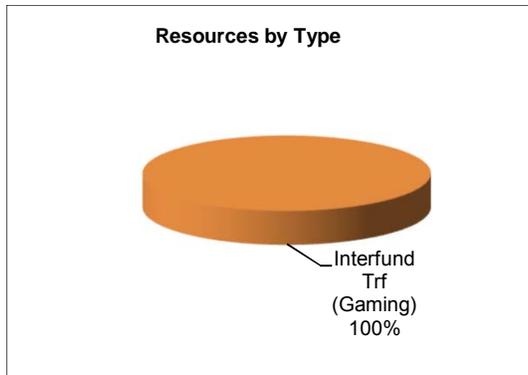
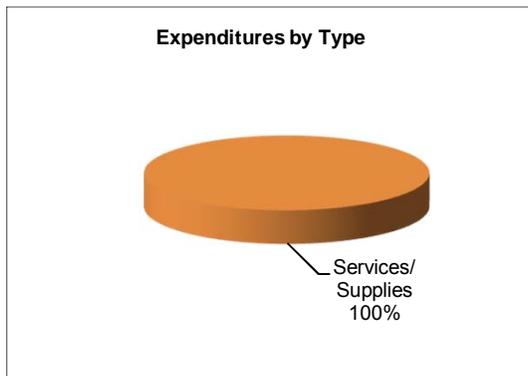
2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Major Budgetary Changes & Program Highlights

~The TIF District was approved at the end of FY2009. The first redevelopment project - the Center Building TIF was approved in FY2010. The district itself does not generate revenues, but is the framework within which specific projects such as the Center Building TIF, Gilmore Building TIF, and the Downtown Mosaic TIF are activated. Revenues are transferred from the Gaming fund to cover any expenses, such as legal fees connected with the district.

~Recently Council approved the redevelopment of the American Electric Building which will consist of loft apartments and retail in on the first floor. Construction is scheduled to begin soon.

Operating Budget Summary



	2017-18 Actual	2018-19		2019-20 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services/Supplies	0	5,000	5,000	5,000
Interfund Trf (Gaming)	0	0	0	0
Total	0	5,000	5,000	5,000
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
Interfund Trf (Gaming)	0	5,000	5,000	5,000
From(To) Fund Bal.	0	0	0	0
Total	0	5,000	5,000	5,000

MITCHELL AVENUE CORRIDOR TIF

Program 5165

Program Description

This program tracks the revenues and expenditures for the project(s) at the Mitchell Avenue Corridor Redevelopment site for the American Family Insurance Company. This project targets the redevelopment of property surrounding and including portions of the American Family campus as well as parts of Missouri Western University. This TIF project was approved June 2006. TIF revenues will go to sanitary sewer and street improvements on Mitchell Avenue.

Staffing Detail

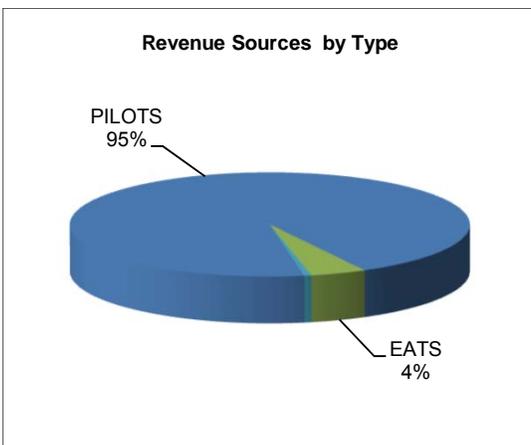
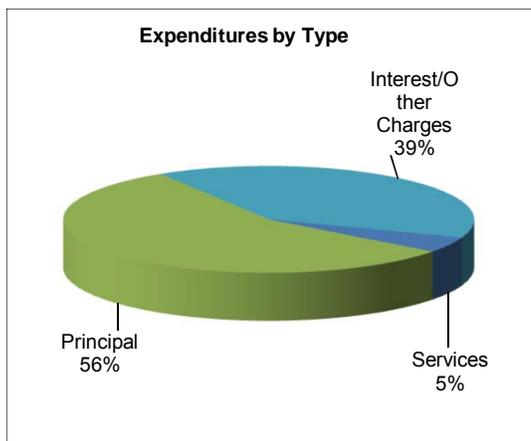
N/A

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~PILOTS & EATS will be used to meet debt service payments.
- ~In order to generate sufficient PILOTS, the company had themselves removed from an Enterprise Zone classification. Their resulting PILOT payments will go toward the TIF bonds debt service.

Operating Budget Summary



	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	19,326	20,000	20,000	18,405
Principal	190,000	200,000	200,000	215,000
Interest/Other Charges	172,150	161,600	161,600	151,600
Total	381,476	381,600	381,600	385,005
Sources:				
PILOTS	392,845	378,000	416,505	416,505
EATS	22,383	17,510	17,510	19,805
Interest/Due from TIF	1,293	100	100	2,507
From/(To) Fund Bal	(35,046)	(14,010)	(52,515)	(53,812)
Total	381,476	381,600	381,600	385,005

NORTH AMERICAN R E DEVELOPMENT

Program 5166

Program Description

This program tracks the revenues and expenditures for the North American R E Development (formerly the Commons Economic Development Agreement approved November 2007). This is a mixed use commercial/retail space project. The project also includes traffic improvements to parts of Highway 169 and Highway A, street lighting, and sewer installation. A CID was approved and activated July 2007 in order to help cover reimbursable costs and to generate funds for future upkeep of the development area, however a one-cent CID sales tax was not approved by the CID until spring of 2014 and did not go into effect until October 2014.

Staffing Detail

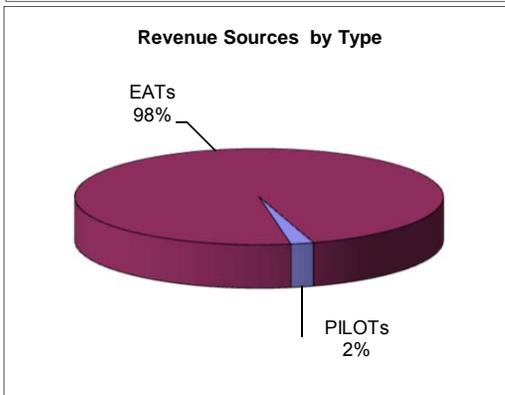
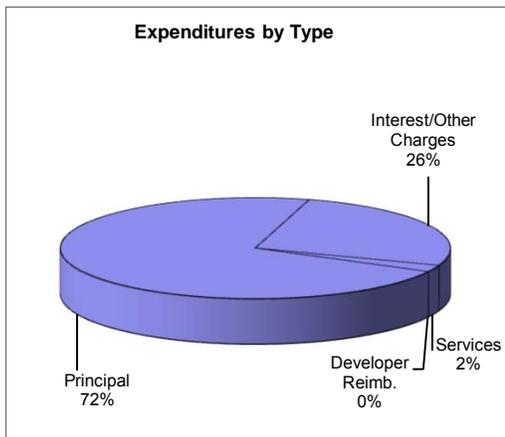
N/A

2017-18	2018-19		2019-20
	Actual	Adopted Budget	
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~This is an Economic Agreement whereby only the incremental general property tax and general sales tax realized by the City is eligible to be used for reimbursements to the developer.
- ~Expenditures represent reimbursements by the developer for land development, street construction, and sewer installation.
- ~Recent additions to the development include El Maguery and The Human Bean.

Operating Budget Summary



	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	13,092	16,350	16,350	13,411
Developer Reimb.	0	583,400	583,400	0
Principal	485,953	0	0	451,425
Interest/Other Charge:	138,344	0	0	163,918
Total	637,390	599,750	599,750	628,754
Sources:				
PILOTs	11,828	4,775	12,779	12,779
EATs	626,670	640,000	640,000	624,846
From/(To) Fund Bal	(1,109)	(45,025)	(53,029)	(8,871)
Total	637,390	599,750	599,750	628,754

NORTH EAST COOK ROAD TIF

Program 5167

Program Description

This program tracks the revenues and expenditures for the North East Cook Road TIF. This is a residential subdivision project with a mix of estate homes, single family homes and multi-unit residences. The plan includes sewer installation, water line installation, and street improvements to Cook Road in front of the development. The TIF project was approved and activated March 2008.

Staffing Detail

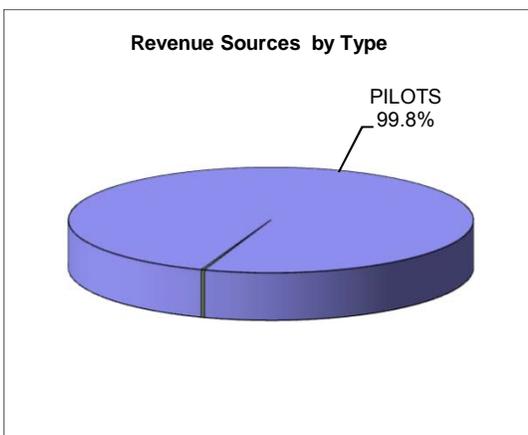
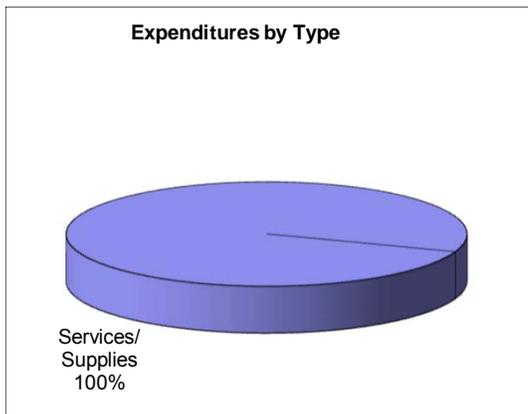
N/A

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~Expenditures represent the City's legal costs and other professional costs.
- ~Revenues are generated by property taxes as houses are sold and occupied.

Operating Budget Summary



	2017-18	2018-19		2019-20
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services/Supplies	17,582	8,900	8,900	14,185
Dvlpr Reimburse	0	0	0	0
Transfers	0	0	1,515,000	0
Total	17,582	8,900	1,523,900	14,185
Sources:				
PILOTS	350,684	380,000	405,831	405,622
Sewer Capacity Fee	0	0	0	0
EATS	957	0	0	953
From(To) Fund Bal.	(334,060)	(371,100)	1,118,069	(392,390)
Total	17,582	8,900	1,523,900	14,185

EAST HILLS TIF

Program 5168

Program Description

This program tracks the revenues and expenditures for the East Hills TIF. This is a redevelopment of use retail/entertainment center project at the East Hills Mall site. The plan includes blight removal, construction and renovation of the existing site, and construction of new pad sites. The TIF project was approved and activated in January 2008.

Staffing Detail

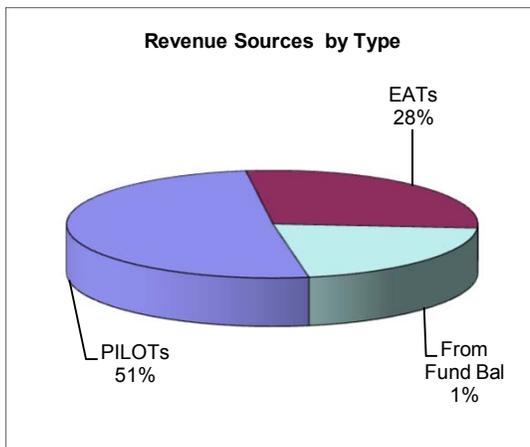
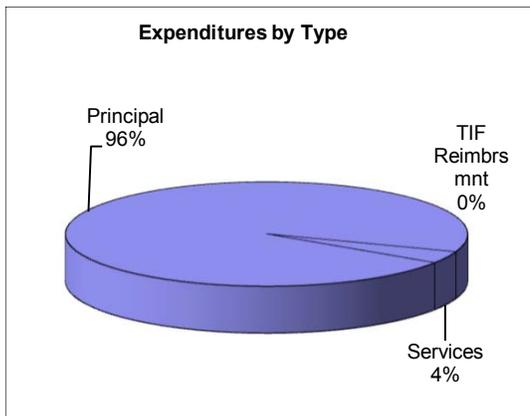
N/A

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~Reimbursements are pay-as-you-go as PILOTS and EATS are generated.
- ~Revenues will be generated by a combination of EATS and CID sales tax.
- ~CID sales tax of 1% was approved.
- ~The higher than usual expenditures in professional fees is the result of the development's exploration of issuing CID bonds.
- ~Bonds were issued during FY16.

Operating Budget Summary



	2017-18	2018-19		2019-20
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	22,460	33,200	33,200	23,422
TIF Reimbursement	0	1,352,000	1,352,000	0
Principal	615,049	0	0	600,000
Total	637,508	1,385,200	1,385,200	623,422
Sources:				
PILOTS	549,626	548,616	548,616	544,651
EATS	180,998	386,550	386,550	304,380
Interest/Other	2	100	0	100
From (To) Fund Bal	(93,119)	449,934	450,034	(225,709)
Total	637,508	1,385,200	1,385,200	623,422

SHOPPES AT NORTH VILLAGE TIF

Program 5170

Program Description

This program tracks the revenues and expenditures for the project(s) at the North County redevelopment site. The first project is the Shoppes at North Village, a retail/entertainment center. This TIF project (officially Phase 1A) was approved August 2003 and revised March 2004. Most of the retail shops were open by late spring, 2005. A few outer pad sites continue to be developed.

Staffing Detail

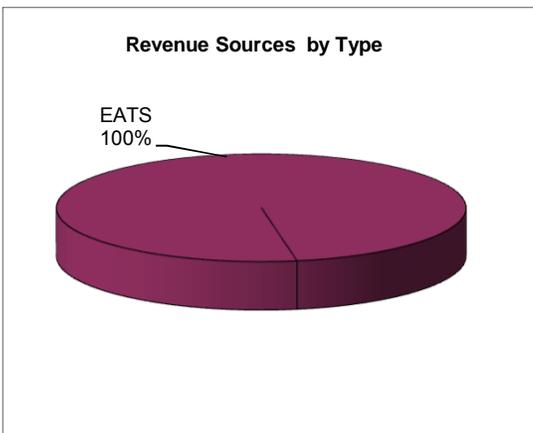
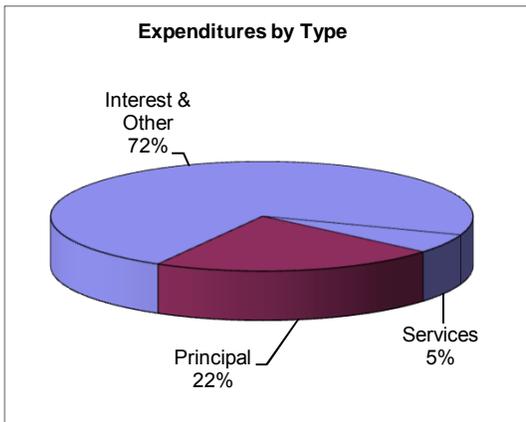
N/A

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~All TIF reimbursements have been made to the City and developer.
- ~The final payment was made to the County following approval of a Third Amendment to the TIF Plan. The remaining expenses in this project will be annual debt service.
- ~The 2005 bonds were refinanced in 2018 and will have the same maturity date.

Operating Budget Summary



Expenditures:

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
Services	228,615	186,000	186,000	235,000
Principal	1,610,000	1,775,000	1,775,000	1,840,000
Interest & Other	1,626,750	1,528,038	1,528,038	901,735
Total	3,465,365	3,489,038	3,489,038	2,976,735

Revenue Sources:

	2017-18 Actual	2018-19 Adopted Budget	2018-19 Estimated Actual	2019-20 Budget
PILOTS	1,045,642	1,048,000	1,066,275	1,066,274
EATS	3,579,624	3,374,000	3,374,000	3,446,070
Interest & Other	124,476	400	400	140,223
From/(To) Fund Bal	(1,284,377)	(933,362)	(951,637)	(1,675,832)
Total	3,465,365	3,489,038	3,489,038	2,976,735

American Electric TIF

Program 5173

Program Description

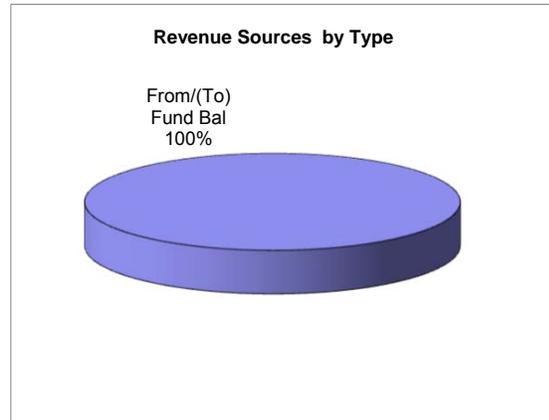
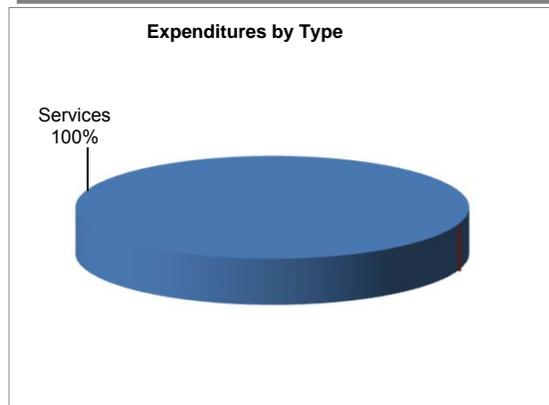
This program involves the rehabilitation and restoration of an existing 200,000 square foot historic building located at 302 North 3rd Street for the development of market rate apartments and commercial retail and office space.

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~This is included in the Downtown TIF and is based on a pay-as-you-go basis.
- ~The project uses other economic development incentives including a Sales Tax Reimbursement Agreement (STRA), Chapter 100 Bond and Community Improvement District (CID).
- ~The project was approved in March of 2018.

Operating Budget Summary



	2017-18	2018-19		2019-20
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	1,610	0	0	20,000
TIF Reimbursements	0	0	0	0
Total	1,610	0	0	20,000
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
Interest/Other	0	0	0	0
From/(To) Fund Bal	1,610	0	0	20,000
Total	1,610	0	0	20,000

EBR TIF

Program 5175

Program Description

This program tracks the revenues and expenditures for the project(s) at the EBR/HHS redevelopment site. Since inception, the project has become the sole responsibility of EBR. This is a mixed use commercial space/office space project. The TIF project was approved August 2005.

Staffing Detail

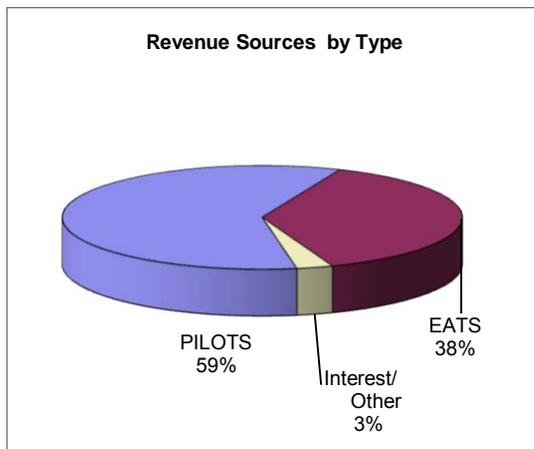
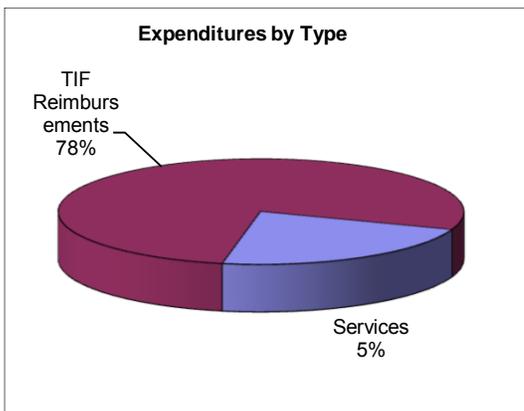
N/A

2017-18 Actual	2018-19		2019-20 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~This TIF is based on a pay-as-you-go basis. Development began in 2007 with the opening of one restaurant. Two additional restaurants opened in 2008.
- ~Construction is complete on the business office portion of the project.

Operating Budget Summary



	2017-18 Actual	2018-19		2019-20 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	75,996	133,145	133,145	72,416
TIF Reimbursements	245,834	244,480	244,480	250,000
Total	321,830	377,625	377,625	322,416
Sources:				
PILOTS	246,633	228,360	230,054	244,485
EATS	164,543	161,130	161,130	156,750
Interest/Other	11,376	345	18,482	12,142
From/(To) Fund Bal	(100,723)	(12,210)	(32,041)	(90,961)
Total	321,830	377,625	377,625	322,416

TRIUMPH FOODS, LLC TIF

Program 5180

Program Description

This program tracks the revenues and expenditures for the project(s) at the Triumph Foods, LLC redevelopment site. This project is a \$131 million pork processing plant which houses the administrative offices and processing facilities for the company. This TIF project was approved October 2003. The plant began operations January 2006. Within a year and a half more than 2,000 jobs were created.

Staffing Detail

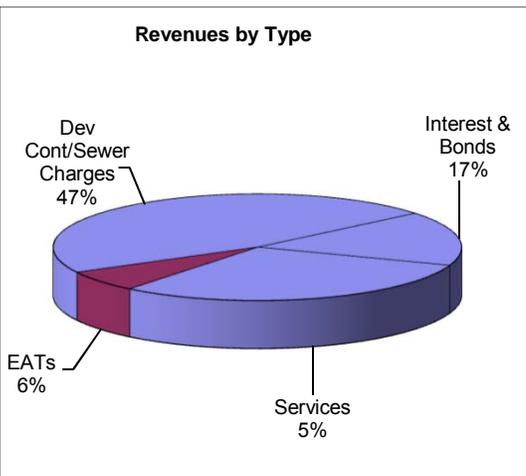
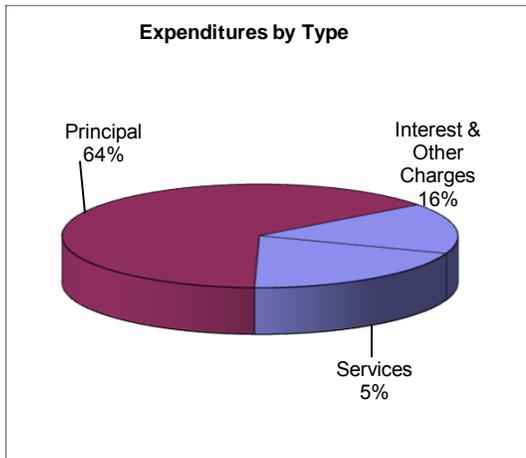
N/A

2017-18	2018-19		2019-20
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~Expenditure reflects debt service. Revenues are generated by the sewer capacity fees and "developer contributions" paid by the company toward the debt service.
- ~\$390,000 of the expenditure in the Services category represents the portion of PILOTS Triumph distributes to the City per the Intergovernmental Cooperative Agreement.
- ~The TIF bonds were refinanced in FY13 resulting in lower interest rate, but an inflated debt service expense for that year.

Operating Budget Summary



	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	385,472	390,000	390,000	387,111
Principal	1,175,000	1,210,000	1,210,000	1,255,000
Interest & Other Charge	379,478	345,395	345,395	308,749
Total	1,939,950	1,945,395	1,945,395	1,950,860
Sources:				
PILOTs	631,317	631,500	637,356	637,386
EATs	140,775	125,800	125,800	136,280
Dev Cont/Sewer Charges	1,031,077	971,380	1,085,380	989,553
Interest & Bonds	375,822	100	100	349,153
From/(To) Fund Bal	(239,041)	216,615	96,759	(161,512)
Total	1,939,950	1,945,395	1,945,395	1,950,860

FOUNTAIN CREEK TIF

Program 5185

Program Description

This program tracks the revenues and expenditures for the Fountain Creek TIF. This is a proposed TIF comprised of retail, commercial space, and multi-family units. The project is located in the southwest corner of South 22nd Street and Highway 752.

Staffing Detail

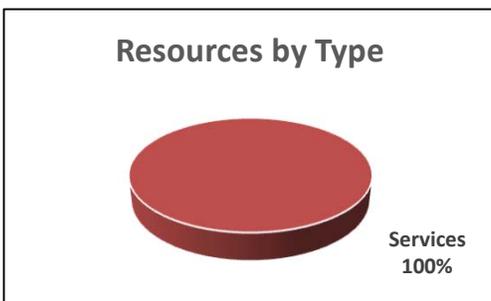
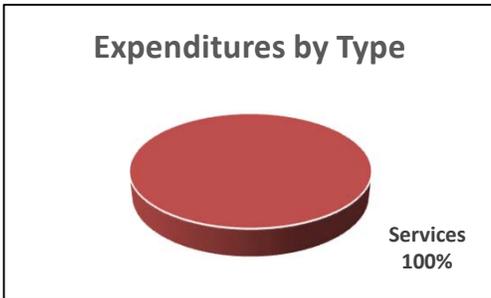
N/A

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~Although a TIF was approved, no activity has occurred with the project. Expenditures represent the City's legal and other professional costs.

Operating Budget Summary



Expenditures:

Services

Total

Sources:

PILOTS

From/(To) Fund Bal

Total

2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual Budget
95	100	100	95
95	100	100	95
2,019	2,021	4,071	4,071
(1,924)	(1,921)	(3,971)	(3,976)
95	100	100	95

TUSCANY TOWERS TIF

Program 5195

Program Description

This program tracks the revenues and expenditures for the project(s) at the Tuscan Towers Redevelopment site. This project targets the redevelopment of property just to the south of the North Shoppes project. Plans call for retail and office space, as well as a destination hotel. This TIF project was approved August 2005. A majority of the TIF revenues will go to sanitary sewer and street improvements.

Staffing Detail

N/A

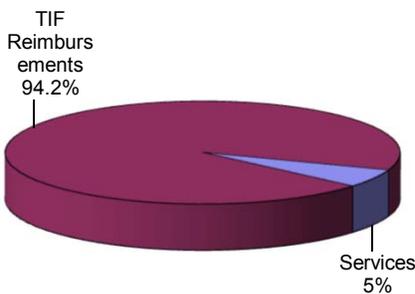
2017-18 Actual	2018-19		2019-20
	Adopted Budget	Estimated Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

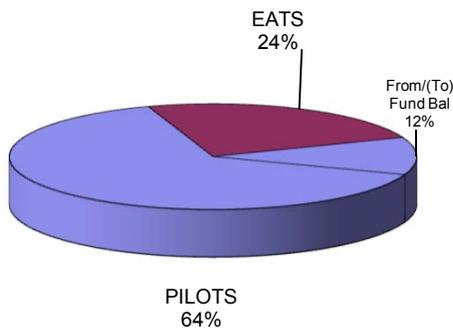
- ~TIF reactivated during FY15.
- ~Currently in construction phase.
- ~To date development added a gas station with restaurant, hotel, and urgent care clinic.

Operating Budget Summary

Expenditures by Type



Revenues by Type



Expenditures:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Services	16,633	5,000	5,000	18,050
TIF Reimbursements	0	55,000	55,000	294,947
Total	16,633	60,000	60,000	312,997

Sources:

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
PILOTS	244,870	124,000	255,664	201,262
EATS	90,309	30,000	30,000	75,839
From/(To) Fund Bal	(318,546)	(94,000)	(225,664)	(5,896)
Total	16,633	60,000	60,000	312,997

Fund Budgeting

The City uses a style of accounting (called “fund accounting”) required for all governmental jurisdictions in order to segregate and account for restricted resources. Such accounting arose in response to the special limitations placed on significant amounts of the resources provided to jurisdictions by legal ordinances, grantors, and other revenue providers. Government resources are allocated to, and accounted from, individual funds based on the purposes for which they are to be spent and means by which spending activities are controlled

The operations of each City fund are budgeted and accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures as appropriate.

Below are brief descriptions of each City fund and the major programs included in each. Following this brief explanation are fund summaries showing a three-year history of revenues and expenditures by type.

Types of Funds

General Fund

The General Fund is used to account for City financial resources not otherwise required or designated to be accounted for in another fund. Departments in the General Fund are:

- Administrative Services
- City Clerk
- City Manager’s Office
- Fire
- Health
- Legal
- Mayor and Council
- Municipal Court (Court Services Is a part of Administrative Services)
- Parks, Recreation & Civic Facilities
- Planning & Community Development
- Police
- Public Works

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are constitutionally or by statute limited to expenditures for specific purposes. Special Revenue Funds consist of:

- Streets Maintenance Fund
- Parks Maintenance Fund
- Gaming Initiatives Fund
- Special Allocation Fund (TIFS)
- Community Development Block Grant (CDBG) Fund
- Museum Tax Initiatives Fund
- Public Safety Tax Fund

Enterprise Funds

Enterprise Funds are used to account for operations; (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed or recovered primarily through use charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and net income or loss is appropriate for capital maintenance, public policy, management control,

Types of Funds (continued)

accountability or other purposes. The City has six Enterprise Funds which are:

- Aviation Fund
- Water Protection Fund
- Mass Transit Fund
- Public Parking Fund
- Municipal Golf Fund
- Landfill Fund

Capital Project Fund

Capital Project Fund is used to account for financial resources and expenditures associated with the acquisition and/or construction of major capital facilities for governmental funds. Capital project resources and expenditures associated with non-governmental funds, i.e., Enterprise Funds, are recorded in those funds. The City's capitalized project program tracks the active projects from the 1993, 1998, 2003 and 2008 CIP Sales Tax Initiatives. Projects authorized in each voter approved initiative are tracked with identifying project numbers.

Debt Service Fund

The Debt Service Fund is used to account for the accumulation of resources for the payment of General Obligation (G.O.) debt. The City has one Debt Service Fund. The City currently has no outstanding G.O. debt.

Basis of Budgeting

Basis of budgeting refers to when revenues and expenditures are recognized in the accounts and reported in the financial records of the City, regardless of the measurement focus applied.

Modified Accrual

All governmental funds are budgeted using the modified accrual basis of accounting. Revenues are recognized when they become measurable. A revenue is "Measurable" when the amount of the transaction can be reasonably determined. Sales taxes, property taxes, motor fuel taxes, utility franchise fees, and reimbursement type grants are major revenue sources that meet these criteria. Expenditures are generally recognized when the related fund liability is incurred.

Accrual

Enterprise funds are budgeted using the accrual basis of accounting. Revenues are recognized when they are earned, and expenses are recognized when they are incurred.

Encumbrances

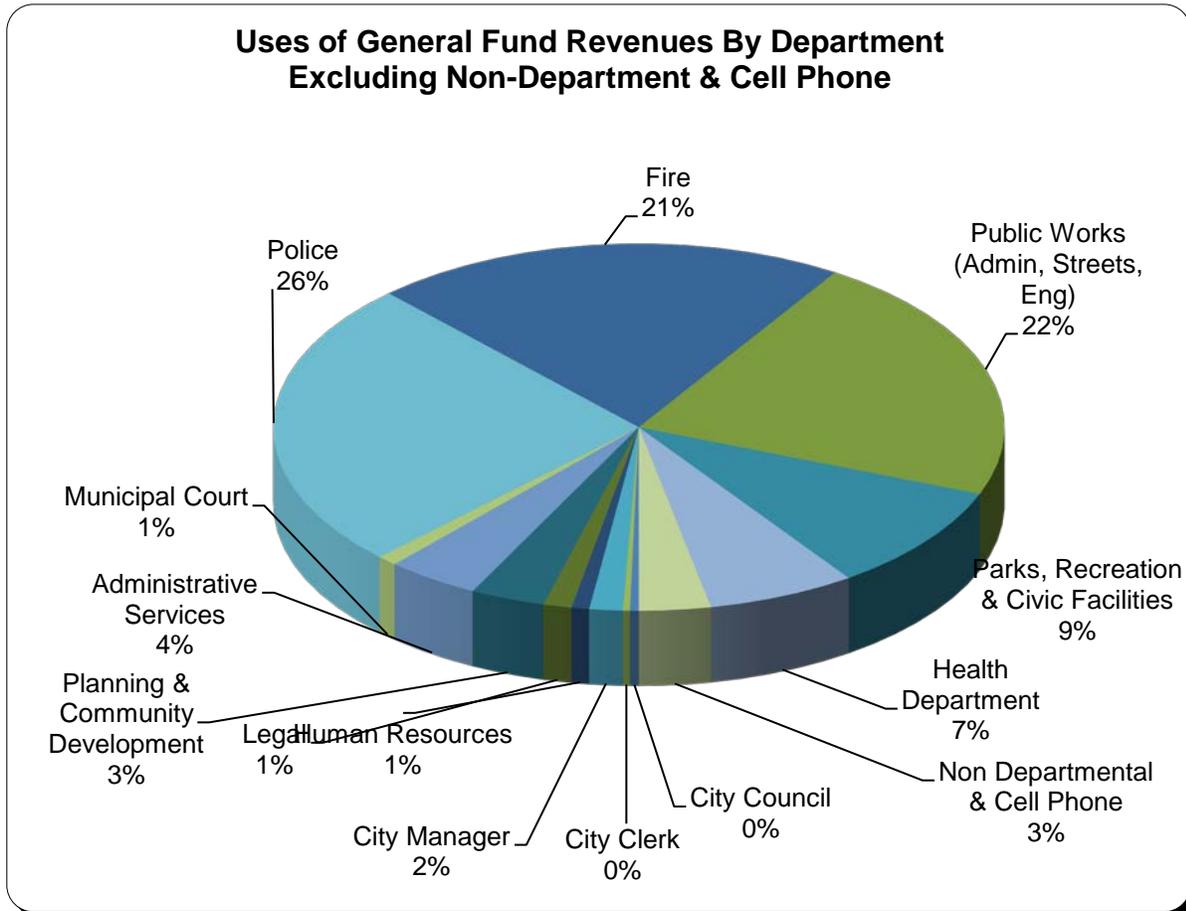
Encumbrance accounts, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded, are extensions of formal budgetary control. Unencumbered appropriations lapse at year-end.

Interfund Transactions

Transactions between funds are reflected as operating transfers in the accompanying budget document. Transfers to and from the various funds sometimes don't agree in the Annual Budget document because offsetting transfers are in funds for which no budgets are prepared including the CDBG re-programmable funds and General Fund Emergency Reserves.

GENERAL FUND

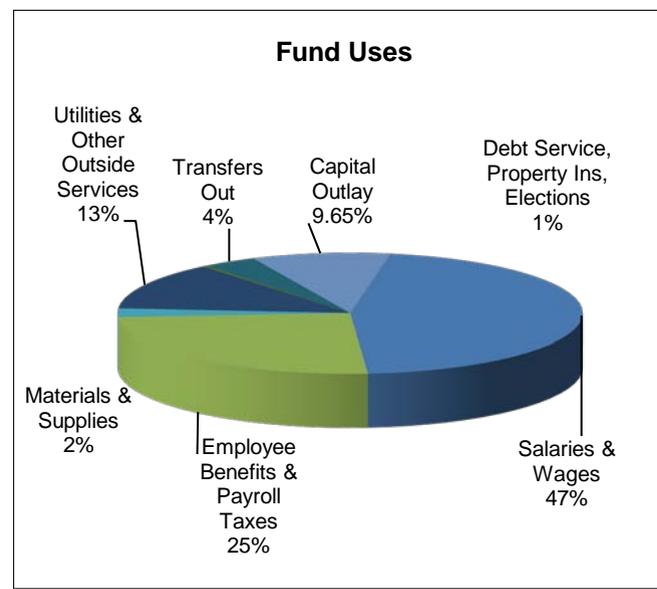
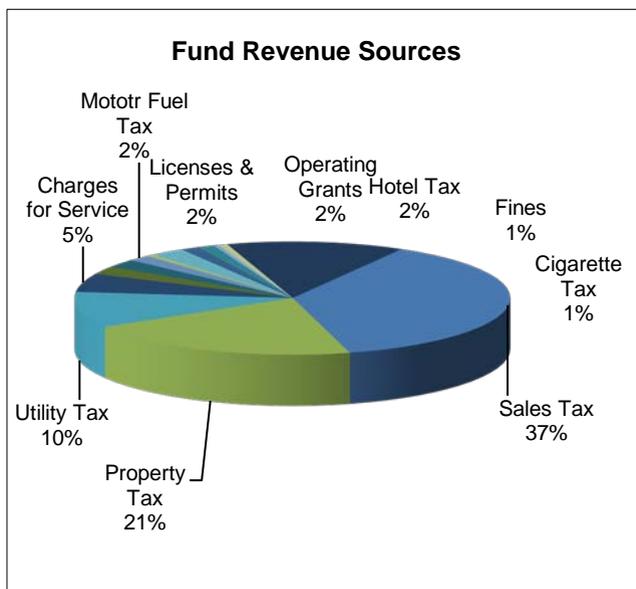
	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
USES BY DEPARTMENT (rounded to nearest \$)				
City Council	199,397	252,894	210,137	232,187
City Clerk	251,006	219,895	227,342	185,892
City Manager	578,757	1,459,099	1,350,811	893,558
Human Resources	427,895	-	-	472,047
Legal	724,220	828,737	790,937	758,249
Planning & Community Development	1,607,264	1,891,020	2,217,189	1,996,751
Administrative Services	3,157,498	2,482,246	2,469,915	2,499,901
Municipal Court	527,360	541,174	552,396	540,288
Police	14,765,080	16,365,245	16,374,113	15,427,202
Fire	12,493,452	13,351,823	12,833,454	12,730,465
Public Works (Admin, Streets, Eng)	12,977,026	11,946,571	11,391,145	13,241,636
Parks, Recreation & Civic Facilities	6,458,722	6,132,567	6,004,939	5,671,857
Health Department	3,776,135	4,062,287	4,243,772	3,970,053
Non Departmental & Cell Phone	2,493,205	2,268,942	1,570,552	1,916,279
TOTAL USES	60,437,015	61,802,502	60,236,702	60,536,365



GENERAL FUND

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES			12,942,788	13,799,169
Beginning FB:				
Sales Tax	21,980,528	22,392,400	22,392,400	22,597,300
Property Tax	12,194,137	12,148,587	12,402,976	12,465,689
Utility Tax	6,234,607	6,071,000	6,043,000	6,195,000
Charges for Service	3,136,682	3,179,585	3,058,754	3,220,309
Licenses & Permits	1,328,224	1,457,060	1,396,060	1,398,421
Hotel Tax	1,226,751	1,395,660	1,395,660	1,395,660
Mototr Fuel Tax	1,055,291	980,000	980,000	1,020,000
Cigarette Tax	343,259	370,000	331,483	370,000
Operating Grants	1,396,840	1,496,516	1,761,097	1,501,854
Other Grants	844,885	845,417	844,489	853,804
Rents	50,838	36,000	50,880	40,650
Fines	627,572	710,325	628,325	673,325
Investment Earnings	198,121	70,345	254,213	246,267
Other	713,006	315,305	816,103	392,625
Special Assessment	(96)	-	-	-
Transfers In	8,187,916	8,855,098	8,737,643	7,961,222
Fund Balance Appropriation	-	-	-	-
TOTAL SOURCES	59,518,562	60,323,298	61,093,083	60,332,126
USES				
Salaries & Wages	27,115,610	27,115,610	28,105,454	27,855,583
Employee Benefits & Payroll Taxes	13,861,504	15,240,519	15,352,756	15,223,691
Materials & Supplies	1,601,038	1,858,514	1,888,364	1,398,474
Utilities & Other Outside Services	7,448,234	7,750,954	7,901,565	7,754,837
Debt Service, Property Ins, Elections	197,788	196,209	196,209	196,500
Transfers Out	4,244,308	2,589,155	2,183,075	2,267,280
Capital Outlay	5,968,533	4,294,451	4,609,278	5,840,000
TOTAL USES	60,437,015	59,045,411	60,236,702	60,536,365
Net Surplus (Deficit)			856,381	(204,240)

ENDING BALANCE:	<u>13,799,169</u>	<u>13,594,930</u>
Components of Fund Balance:		
Reserved	1,757,904	1,911,534
Assigned	6,088,966	5,688,750
UNASSIGNED FUND BALANCE:	5,952,299	5,994,646



GENERAL FUND

REVENUES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Real Estate Tax	7,233,795	7,171,698	7,285,369	7,357,053
Current Real Estate Public Safety Tax	497,484	489,311	501,231	501,231
Prior Real Estate Tax	198,491	244,440	244,440	244,440
Prior Public Safety R/E Tax	13,626	18,100	18,100	18,100
Real Estate Penalty & Interest	62,752	70,390	70,390	70,390
Current Personal Property	2,507,216	2,465,122	2,510,898	2,510,897
Current Personal Public Safety	172,097	168,500	172,350	172,350
P/P Penalty & Interest	47,893	42,140	42,140	42,140
Prior P/P Tax	148,010	131,680	139,451	139,271
Prior Public Safety P/P Tax	10,161	9,550	9,550	9,550
Merchants & Manufacturers Tax	689,966	720,100	772,036	765,075
Payments in Lieu of Tax - City	-	-	-	-
Payments in Lieu of Tax - Other	96,328	96,004	98,873	97,042
Financial Institution Tax	60,937	63,890	63,890	63,890
Railroad Tax	455,380	457,662	474,259	474,260
	<u>12,194,137</u>	<u>12,148,587</u>	<u>12,402,976</u>	<u>12,465,689</u>
Utility Franchise Taxes				
Gas	492,454	456,000	490,000	490,000
Electric	2,665,667	2,640,000	2,540,000	2,640,000
Water	679,839	600,000	638,000	690,000
Telephone	1,492,278	1,450,000	1,450,000	1,450,000
Cable	735,750	760,000	760,000	760,000
Utility EATS (TIF generated utility tax)	168,620	165,000	165,000	165,000
	<u>6,234,607</u>	<u>6,071,000</u>	<u>6,043,000</u>	<u>6,195,000</u>
Sales Tax				
Sales Tax	13,325,295	13,359,000	13,359,000	13,359,000
Vehicle Sales Tax	704,184	660,000	660,000	700,000
Use Tax	3,888,914	4,305,100	4,305,100	4,510,000
Sales Tax Contra Account	(4,531,727)	(4,632,300)	(4,632,300)	(4,632,300)
1/2 Percent Sales Tax	6,660,014	6,675,600	6,675,600	6,675,600
Cigarette Tax	343,259	370,000	331,483	370,000
Hotel/Motel Tax	1,190,406	1,272,960	1,272,960	1,272,960
Riverfront Dev Hotel.Motel Tax	36,345	122,700	122,700	122,700
EATS (TIF generated sales tax)	2,638,032	2,685,000	2,685,000	2,685,000
Vehicle Fees	351,107	320,000	320,000	320,000
	<u>24,605,830</u>	<u>25,138,060</u>	<u>25,099,543</u>	<u>25,382,960</u>
Licenses				
Business Licenses	824,439	961,000	900,000	900,000
Liquor Licenses	96,457	100,000	100,000	97,000
Server (Alcohol) License	26,845	28,000	28,000	26,640
Dog/Cat License	53,078	49,000	49,000	49,000
Trade License/Exam Fees	76,804	75,000	75,000	77,380
Garage Sale Licenses	7,287	8,000	8,000	8,000
Contractor License	-	4,500	4,500	6,140
	<u>1,084,910</u>	<u>1,225,500</u>	<u>1,164,500</u>	<u>1,164,160</u>
Permits				
Septic Tank Permits	480	240	240	240
Pool/Spa Permit	1,847	2,100	2,100	2,100
Food Establishment Permits	86,088	90,000	90,000	88,537
Food Handler Permits	1,386	720	720	720
Special Use Permits	29,272	22,000	22,000	26,864
Sidewalk/Street Permits	4,830	7,500	7,500	7,500

GENERAL FUND

REVENUES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Land Disturbance Permits	10,040	9,000	9,000	9,000
Street/Utility Permits	29,105	18,000	18,000	18,000
Special Event Permits	1,024	1,400	1,400	1,400
Alarm Ordinance Permits	47,121	47,000	47,000	48,000
Fire Inspection Permits	30,400	32,000	32,000	30,400
Petting Zoo Permits	350	400	400	400
Breeder Permits	220	200	200	100
Litter Permits	1,150	1,000	1,000	1,000
	<u>243,313</u>	<u>231,560</u>	<u>231,560</u>	<u>234,261</u>
Fines				
Municipal Court Fines/Costs	480,972	582,000	500,000	532,000
Crime Victims' Compensation	2,862	3,000	3,000	3,000
DWI Enforcement Revenue	9,487	9,000	9,000	9,000
Police Training Revenue	15,475	15,000	15,000	15,000
State DWI Enforcement Revenue	14,517	15,000	15,000	15,000
Judicial Education Revenue	7,738	9,025	9,025	9,025
Liquor Establishment Penalty	6,000	5,000	5,000	3,000
Warrant Processing Fees	4,704	1,300	1,300	1,300
Cash Bond Forfeitures	32,228	25,000	25,000	35,000
Surety Bond Forfeitures	2,250	1,000	1,000	1,000
Administrative Code Penalties	51,340	45,000	45,000	50,000
	<u>627,572</u>	<u>710,325</u>	<u>628,325</u>	<u>673,325</u>
Rents				
Communication Tower Lease	16,692	17,000	17,000	16,100
Parks/Pool Rental	34,147	19,000	33,880	24,550
	<u>50,838</u>	<u>36,000</u>	<u>50,880</u>	<u>40,650</u>
Parking Permits/Fees				
Parking Permits	1,225	1,000	1,000	1,000
	<u>1,225</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Inspection Fees				
Boiler Inspections	-	-	-	62,000
Mechanical Perms	45,204	62,000	62,000	45,500
Building Permits	126,300	180,000	180,000	167,700
Electrical Permits	56,644	55,000	55,000	58,400
Plumbing Permits	33,214	40,000	40,000	40,490
Certificate of Occupancy Fee	10,946	12,000	12,000	12,400
Other Inspections - Signs	7,358	1,000	1,000	6,800
	<u>279,666</u>	<u>350,000</u>	<u>350,000</u>	<u>393,290</u>
Health Fees				
Medicaid Fees	124,522	120,300	120,300	115,150
Breast Pump Kits	220	-	-	-
Pregnancy Test Fees	850	1,100	1,100	500
HIV/STD Test Fees	2,850	2,500	2,500	2,500
Shelter Fees	40,608	43,000	43,000	43,000
Rabies Clinic Fees	4,600	3,200	3,200	4,000
Animal Microchip Fees	11,735	10,500	10,500	10,500
Vicious Animal Impound Bond	120	240	240	240
Dog Park Fee	3,860	2,000	2,000	2,500
Vet Fees	-	-	-	41,500
Birth/Death Certificates	156,268	130,000	130,000	130,000
Vaccinations/Immunizations	60	-	-	-
VaxCare Immunizations	5,461	7,000	7,000	6,000
Individual TB Testing	3,330	1,400	1,400	1,400
Health Testing - DOC	2,906	3,000	3,000	3,000
	<u>2,906</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>

GENERAL FUND

REVENUES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Recreation Fees	357,389	324,240	324,240	360,290
Swimming Pools - Daily Fees	6,808	6,000	6,691	6,000
Aquatic Park - Daily Fees	101,013	100,000	90,696	100,000
Swimming Pools - Punch Cards	-	-	-	-
Aquatic Park - Punch Cards	4,880	6,000	4,545	6,000
Swimming Lessons	626	-	-	-
Youth Sports -Basketball/Volleyball	111,156	130,120	84,422	130,120
Fall Softball	11,875	15,750	6,050	15,750
Summer Softball	21,665	38,400	22,000	38,400
Parkway Run Fees	3,110	2,000	2,000	2,000
REC Center Fees	-	-	-	-
REC Center Rental	10,894	6,000	12,889	6,000
Individual Day Pass	30,810	30,000	30,149	30,000
Adventure/Sport Camp	37,463	30,000	30,000	30,000
Other Recreation Fees	46,699	50,500	43,747	50,500
REC Center Fitness Memberships	80,964	65,500	65,500	65,500
REC Center Fitness Classes	25,638	21,000	26,248	21,000
Concessions - REC Center	36,111	40,000	40,000	40,000
Concessions - Pools	45,344	41,375	41,375	40,960
Concessions - Ball Fields/Vending	115,958	158,400	158,400	74,400
MWSU Aquatic Fees	7,570	10,000	7,507	10,000
Concessions - Senior Citizen Cafeteria	24,553	25,000	28,275	25,000
	<u>723,136</u>	<u>776,045</u>	<u>700,494</u>	<u>691,630</u>
Nature Center Fees				
Nature Center Admissions	32,646	58,000	33,769	58,000
Nature Center Memberships	23,290	25,000	25,083	25,000
Nature Center Gift Shop	33,276	30,000	22,370	30,000
Concessions - Nature Center	-	-	-	-
Nature Center Program Income	10,568	6,500	9,938	6,500
	<u>99,780</u>	<u>119,500</u>	<u>91,160</u>	<u>119,500</u>
Civic Facilities Charges				
Civic Arena Rental	80,004	100,000	83,000	101,000
Civic Arena Equipment Rental	50,071	60,000	50,000	50,000
Meeting Room Rental	15,732	16,000	14,744	15,000
Missouri Theater Office Rent	12,900	12,875	14,575	12,900
Special Civic Arena Promotions	68,617	25,000	42,000	40,000
Concessions - Civic Center	223,244	187,400	187,400	186,086
Move in/out Fees	21,500	20,000	23,500	20,000
Missouri Theater Rental	39,525	40,000	37,200	38,275
Reimbursed Events Payroll	-	-	-	-
	<u>511,592</u>	<u>461,275</u>	<u>452,419</u>	<u>463,261</u>
Bode Complex Charges				
Bode Complex Revenue	15,827	23,000	14,210	22,500
Skating Lessons	44,001	40,000	35,898	30,000
Ice Rental - Hockey	32,500	28,000	34,186	32,000
Ice Rink Admissions	80,213	78,000	69,712	78,000
Ice Rental - Figure Skating	23,733	18,000	17,800	18,000
Ice Rental - General	70,142	60,000	59,231	67,000
Advertising	8,815	8,000	1,065	8,000
	<u>275,231</u>	<u>255,000</u>	<u>232,102</u>	<u>255,500</u>
Charges for Services				
Copies of Public Documents	12,005	9,400	9,400	9,400
Plan Review/Archiving Fees	45,842	63,500	63,500	63,000
Archiving Fees	2,317	3,000	3,000	3,000
Finance Administration Fees	288,193	275,000	275,000	275,000

GENERAL FUND

REVENUES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Trash/Weed Abatement	84,446	90,000	90,000	100,000
Identification Cards	981	500	500	500
Animal Cremation Services	10,055	9,300	9,300	9,300
County Health Contract	72,375	72,000	72,000	73,404
Fire District Contracts	425,834	425,825	440,639	453,858
Non Criminal Fingerprint Fee	3,375	1,000	1,000	1,500
Non Criminal Fingerprint Fee	15,613	15,000	15,000	20,280
State Health Contract	148,214	147,602	147,602	147,602
State MCH Health Contract	47,901	46,611	81,646	46,229
Childrens Lead Prevention	44,301	55,000	58,021	-
Outreach Service Contract	2,740	3,716	5,290	1,758
State WIC Contract	386,236	359,592	359,592	353,079
	<u>1,590,429</u>	<u>1,577,046</u>	<u>1,631,490</u>	<u>1,557,910</u>
Other Revenue				
Sale of Fixed Assets	16,425	-	-	-
Insurance Proceeds	12,360	-	4,000	7,000
Gift Certificate Revenue	826	-	-	-
Concessions - Vending Machines	5,538	6,150	6,150	5,240
Donations	259,397	55,588	252,123	75,588
Taser Reimbursement	-	50	50	50
Recycling Revenue	1,485	2,300	3,227	2,800
Nonrefundable Bid Deposits	5,685	4,000	4,000	4,000
Recovery/Reimbursements	175,714	55,182	352,968	105,612
Refunds of Prior Year Expenses	1,431	-	150	-
Other Revenues Over/Short	169,082	127,120	129,220	127,420
MO Tax Credits	65,063	64,915	64,915	64,915
Bond Proceeds	-	-	-	-
	<u>713,006</u>	<u>315,305</u>	<u>816,803</u>	<u>392,625</u>
Other Revenue				
Princpal on Special Assessments	(96)	-	-	-
	<u>(96)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Investment Earnings				
Investment Interest Income	188,067	63,945	247,813	239,067
MDFB Bonds Interest Income	1,723	1,000	1,000	1,800
Interest on Special Assessments	8,332	5,400	5,400	5,400
	<u>198,122</u>	<u>70,345</u>	<u>254,213</u>	<u>246,267</u>

GENERAL FUND

REVENUES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Intergovernmental	198,121	70,345	254,213	246,267
Buchanan County LEC Operations	402,989	412,985	412,985	412,900
Emergency Preparedness	66,874	61,520	66,533	61,615
Immunization - Medicare	-	-	-	-
Bode Trust	8,988	-	-	-
HIV Prevention	59,835	57,482	57,482	57,478
HIV Service Coordination	93,539	92,000	92,000	92,000
POST	9,607	8,000	7,072	8,000
COPS in SCHOOLS	166,203	207,570	207,570	270,378
FEMA	-	-	-	-
Bullet Proof Vest Grant	5,693	-	8,616	-
MO Hwy Safety Project Grant	55,858	69,860	72,166	75,240
MO Emergency Management Grant	48,864	48,183	74,270	48,000
Edward Byrne Grant	3,355	-	59,384	-
Child Care Inspections Agreement	3,650	-	4,770	4,770
Buchanan County 911 Maintenance	280,741	282,000	282,000	281,500
Heartland Health 911 Maintenance	70,185	70,432	70,432	78,000
SEMA	-	-	-	-
FTA/CPG Grant	187,003	312,080	312,080	312,080
Miscellaneous Grants	76,576	35,300	153,375	31,625
	<u>1,539,959</u>	<u>1,657,412</u>	<u>1,880,735</u>	<u>1,733,586</u>
Interfund Transfers - Computer Network				
Transit from SIMR	31,000	32,000	32,000	42,000
Transfer from P&R	-	2,000	2,000	1,000
Transfer from CDBG Fund	6,000	6,000	6,000	6,000
Transfer from Aviation	4,000	4,000	4,000	4,000
Transfer from Water Protection Fund	34,000	36,000	-	-
Transfer from Landfill Fund	5,000	6,000	6,000	7,000
Transfer from Parking Fund	1,000	1,000	1,000	3,000
Transfer from Golf Course	3,000	3,000	3,000	4,000
Transfer from Transit Fund	12,000	12,000	12,000	10,000
	<u>96,000</u>	<u>102,000</u>	<u>66,000</u>	<u>77,000</u>
Interfund Transfers In				
Transfer from Parks & Rec	-	39,560	39,560	54,597
Transfer from Pub Safety Tax	4,920,140	5,518,270	5,518,270	4,694,499
Transfer from CDBG Fund	196,094	202,629	202,629	204,775
Transfer from Gaming Initiative Fund	55,000	55,000	55,000	50,000
Transfer from Parking Fund	75,347	-	-	-
Transfer from Water Protection Fund	1,908,310	2,148,352	1,966,897	2,044,411
Transfer from Municipal Golf Fund	21,409	-	-	-
Transfer from Mass Transit Fund	239,506	119,135	119,135	128,220
Transfer from Landfill Fund	615,422	610,892	710,892	649,840
Transfer from Museum	60,687	59,260	59,260	57,880
	<u>8,091,916</u>	<u>8,753,098</u>	<u>8,671,643</u>	<u>7,884,222</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>59,518,562</u>	<u>60,323,298</u>	<u>61,093,083</u>	<u>60,332,126</u>

GENERAL FUND EXPENDITURES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	24,496,954	26,535,311	25,877,784	26,444,334
Salary Increases	-	545,621	(379,379)	(1,093,923)
Overtime	1,279,710	1,246,345	1,255,301	1,240,582
FLSA Overtime (Fire Dept)	219,625	198,430	198,430	198,430
Temp-Part Time Wages	894,085	1,083,487	889,490	913,665
Out-of-Title Pay	95,536	130,687	130,687	6,525
Sick Leave Buy Back	11,884	16,993	16,993	10,970
Retired Consultant's Pay	117,815	115,825	115,825	135,000
	<u>27,115,610</u>	<u>29,872,700</u>	<u>28,105,132</u>	<u>27,855,583</u>
Employee Benefits				
Police Pension Contribution	2,175,524	2,193,877	2,623,693	1,917,922
Lagers Pension Contribution	4,248,371	4,826,498	4,773,240	4,891,414
FICA Contribution	868,056	946,673	932,632	928,980
FIM Medicare	382,837	423,954	414,700	418,874
457 Plan Employer Match	202,923	213,232	213,232	174,530
Health Insurance	4,011,074	4,411,464	4,203,145	4,673,584
Dental Insurance	145,080	169,403	169,315	187,752
Life Insurance	80,508	89,483	89,464	91,202
Unemployment Insurance	11,330	206	206	-
Long Term Disability	58,740	71,646	69,832	72,752
Workers Compensation	1,041,057	1,164,769	1,150,124	1,143,815
Uniform Allowance	344,712	364,500	364,500	366,000
EMT Allowance	23,333	25,500	25,500	25,750
Car/Mileage Allowance	48,121	41,164	42,275	35,746
Confer/Train/Travel	219,837	298,150	280,898	295,370
	<u>13,861,504</u>	<u>15,240,519</u>	<u>15,352,756</u>	<u>15,223,691</u>
Materials & Supplies				
Office Supplies	73,156	89,910	82,650	83,414
Police Evidence Supplies	5,406	7,000	6,047	6,500
Photo Supplies	798	1,200	1,600	1,600
Janitorial Supplies	63,636	70,650	61,900	63,970
Recreation Supplies	112,784	102,690	105,490	84,497
Safety Equip/Clothing	92,927	85,780	186,485	83,380
Chemical/Drugs/Medical Supplies	28,760	36,800	102,397	37,950
Motor Fuel and Lubricants	428,235	656,035	491,048	572,590
Minor Equipment	297,752	276,777	277,257	240,855
Traffic & Lighting Supplies	-	-	525	-
Materials & Supplies for Resale	210,707	228,100	199,150	151,079
Other Materials/Supplies	286,877	303,572	374,515	72,639
	<u>1,601,038</u>	<u>1,858,514</u>	<u>1,889,064</u>	<u>1,398,474</u>
Services				
Employment Services	188,453	196,705	190,105	182,705
Professional Services	778,115	676,495	868,059	690,816
Recruitment Costs	68	3,000	1,500	-
Memberships	66,128	61,109	62,219	58,529
Periodicals & Books	22,169	29,640	23,495	20,095

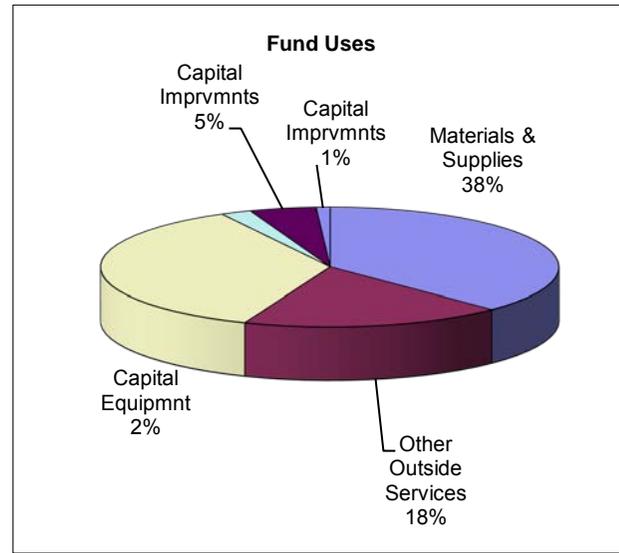
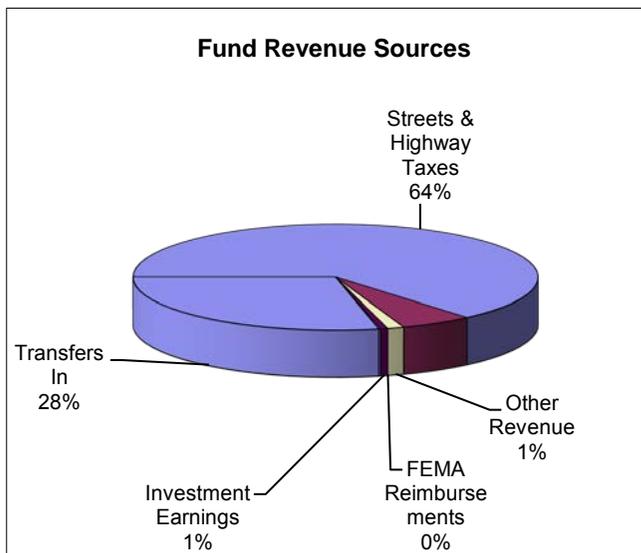
GENERAL FUND EXPENDITURES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Communication Services	373,201	430,027	431,737	442,037
Postage	44,659	58,400	45,383	42,890
Freight	1,333	1,300	1,435	1,400
Advertising	101,275	123,690	118,863	111,359
Permits & Recording Fees	4,974	6,020	6,095	6,020
Printing & Binding	27,442	45,600	38,134	37,650
Gas Service	116,224	136,000	132,661	134,895
Electric Service	661,636	548,650	507,908	541,220
Water Service	87,247	56,715	119,921	108,835
Vehicle/Equipment Rent	148,941	167,974	152,779	132,378
Facility Rent Lease	61,400	61,400	44,000	44,000
M&R - Office Equipment	234,872	464,635	452,759	562,344
M&R - Building & Facilities	459,084	554,907	415,159	427,671
M&R - Machinery & Equipment	79,761	105,212	101,462	97,502
M&R - Motor Vehicles	801,085	738,380	752,843	696,660
M&R - Communications Equipment	1,132,995	1,141,321	1,138,371	1,107,230
Major Maintenance & Repairs	23,669	40,000	40,300	5,000
Custodial Services	-	-	-	-
Towing Services	7,514	10,350	12,408	12,350
Laundry Services	28,033	33,811	32,271	31,211
Solid Waste Disposal Services	31,418	36,530	35,530	43,020
MO DNR Fees	724	670	545	670
Special Contributions	1,047,796	1,049,108	1,080,900	1,037,108
Other Services	482,590	509,566	623,774	600,673
	<u>7,012,805</u>	<u>7,287,214</u>	<u>7,430,615</u>	<u>7,176,268</u>
Other Charges				
Principal	140,000	145,000	145,000	155,000
Interest	50,625	44,325	44,325	37,800
Other Debt Charges	7,163	6,884	6,884	3,700
Insurance	347,860	382,990	382,990	527,819
Judgments & Claims	18,782	44,500	44,500	44,500
Election Expenses	68,787	30,000	36,832	-
Refund Expenses	-	6,250	6,250	6,250
	<u>633,217</u>	<u>659,949</u>	<u>666,781</u>	<u>775,069</u>
Capital Outlay				
Office Equipment & Furniture	194,917	9,000	9,000	-
Motor Vehicles	62,168	370,290	321,790	265,000
Machinery & Equipment	237,302	25,000	50,388	-
Radio & Communications Equipmer	506,855	-	-	150,000
Software Purchases	205,687	106,000	164,554	-
	<u>1,206,929</u>	<u>510,290</u>	<u>545,732</u>	<u>415,000</u>
Capital Improvements				
Building	-	-	-	-
Street, Curbs, Sidewalks	4,599,095	3,708,000	3,700,000	5,400,000
Improv Other Than Buildings	162,509	76,161	363,546	25,000
	<u>4,761,604</u>	<u>3,784,161</u>	<u>4,063,546</u>	<u>5,425,000</u>
Interfund Transfers				
Transfer to Streets Maintenance	2,498,398	1,236,000	1,159,000	1,183,000
Transfer to Parks Maintenance	393,825	431,840	225,690	348,840
Transfer to Public Safety Tax	-	-	-	317,756
Transfer to Aviation	20,000	100,000	-	30,000
Transfer to Public Parking	373,274	419,455	339,455	320,852
Transfer to Water Protection	-	-	-	-
Transfer to Golf	196,824	47,360	104,430	66,832
Transfer to Capital Projects	761,987	354,500	354,500	-
	<u>4,244,308</u>	<u>2,589,155</u>	<u>2,183,075</u>	<u>2,267,280</u>
Total	<u>60,437,015</u>	<u>61,802,502</u>	<u>60,236,702</u>	<u>60,536,365</u>

STREETS MAINTENANCE FUND

SUMMARY

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			492,199	327,023
Streets & Highway Taxes	2,768,885	2,765,740	2,765,740	2,765,740
Charges for Service	259,493	250,000	250,000	250,000
Other Revenue	59,815	42,000	42,000	57,000
FEMA Reimbursements	-	-	-	-
Investment Earnings	16,195	450	24,569	24,570
Special Assessments	6,700	6,750	6,750	6,750
Transfers In	2,498,398	1,286,000	1,209,000	1,233,000
Fund Balance Appropriation	-	-	-	-
TOTAL SOURCES	5,609,487	4,350,940	4,298,059	4,337,060
USES				
Materials & Supplies	1,123,941	1,436,400	1,439,017	1,603,400
Other Outside Services	704,652	764,540	755,540	788,145
Utilities	1,570,830	1,371,000	1,541,578	1,541,600
Operating Capital Equipment	645,182	183,000	131,100	92,000
Capital Improvements	1,548,529	564,000	564,000	200,000
Transfers Out	31,000	32,000	32,000	42,000
TOTAL USES	5,624,133	4,350,940	4,463,235	4,267,145
Net Surplus (Deficit)	(14,646)		(165,176)	69,915
ENDING RESERVED FUND BALANCE:	492,199		327,023	396,938



STREETS MAINTENANCE FUND

REVENUES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Streets & Highway Taxes				
Fuel Tax	2,055,246	2,050,740	2,026,740	2,050,740
Road & Bridge Tax	713,639	715,000	739,000	715,000
	<u>2,768,885</u>	<u>2,765,740</u>	<u>2,765,740</u>	<u>2,765,740</u>
Charges for Services				
Street Cut Repair	259,493	250,000	250,000	250,000
	<u>259,493</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
Other Revenue				
Sale of Fixed Assets	40,500	32,000	32,000	32,000
Insurance Proceeds	2,572	-	-	-
Sale of Gas & Oil	-	-	-	-
Recycling Revenue	2,404	-	-	-
Recovery/Reimbursements/PY Refunds	14,126	10,000	10,000	25,000
Refund Prior Year Expense	213	-	-	-
Other Revenue	-	-	-	-
	<u>59,815</u>	<u>42,000</u>	<u>42,000</u>	<u>57,000</u>
Grants & Entitlements				
FEMA	-	-	-	-
SEMA	-	-	-	-
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Principal Earnings				
Principal on Special Assessment	6,700	6,750	6,750	6,750
	<u>6,700</u>	<u>6,750</u>	<u>6,750</u>	<u>6,750</u>
Investment Earnings				
Interest on Special Assessments	11	-	-	-
Investment Interest Income	16,184	450	24,569	24,570
	<u>16,195</u>	<u>450</u>	<u>24,569</u>	<u>24,570</u>
Interfund Transfers In				
Transfer from General Fund	2,498,398	1,236,000	1,159,000	1,183,000
Transfer from Gaming Fund	-	50,000	50,000	50,000
Transfer from Landfill Fund	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>5,609,487</u>	<u>4,350,940</u>	<u>4,298,059</u>	<u>4,337,060</u>

STREETS MAINTENANCE FUND

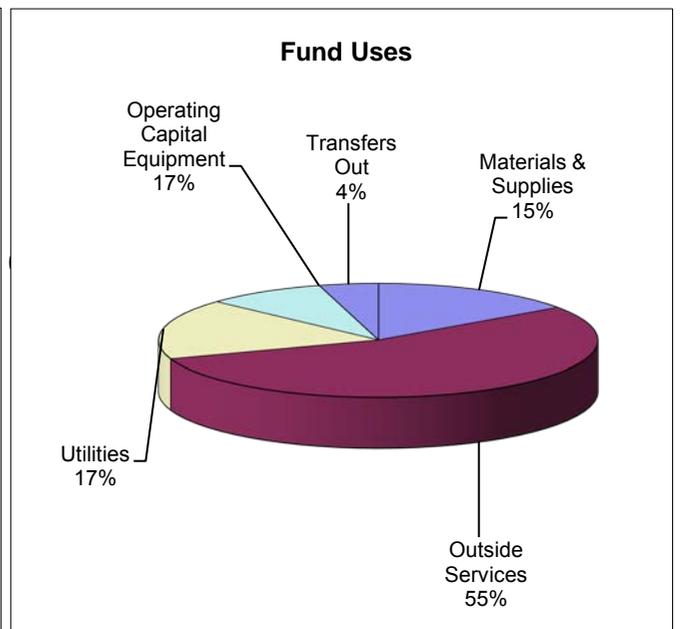
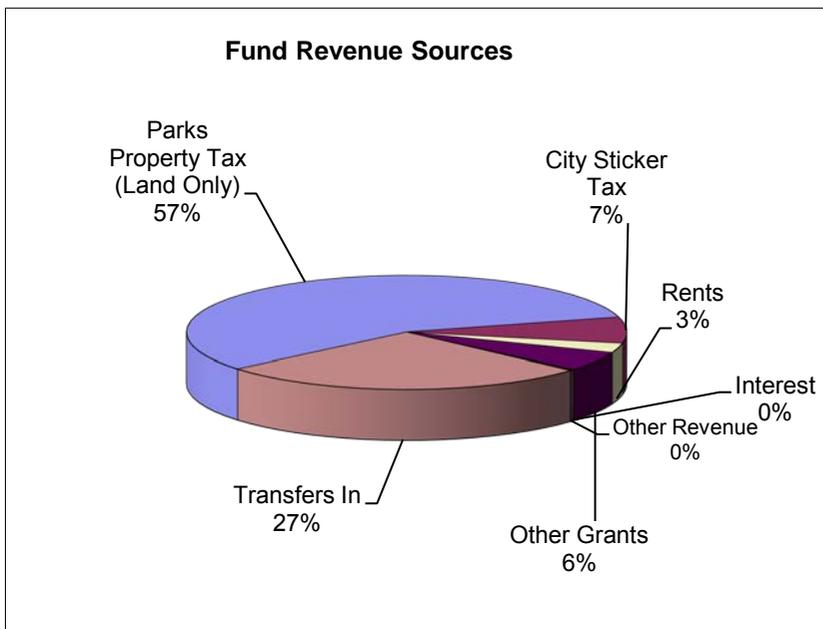
EXPENDITURES

	2017-18			2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Office Supplies	914	800	300	800
Safety Equip/Clothing	17,986	21,200	19,200	21,200
Motor Fuel and Lubricants	18,757	22,150	23,155	23,150
Minor Equipment	44,757	38,500	39,600	38,500
Street Maintenance Supplies	983,417	1,277,100	1,277,100	1,443,100
Traffic/Lighting Supplies	57,624	74,000	74,000	74,000
Other Materials/Supplies	486	2,650	5,662	2,650
	1,123,941	1,436,400	1,439,017	1,603,400
Services				
Employment Services	-	-	-	-
Employment Services	110,072	195,000	195,000	195,000
Professional Services	9,000	11,000	11,000	11,000
Memberships	435	200	200	200
Periodicals & Books	-	200	-	200
Communication Svcs	200	1,800	300	1,800
Postage	71	200	-	200
Freight	48	1,500	-	1,500
Advertising	1,414	-	-	-
Printing & Binding	-	-	-	-
Electric Service - Street Lighting	1,570,830	1,371,000	1,541,578	1,541,600
Vehicle/Equipment Rent	1,251	3,900	3,900	3,900
M&R - Building & Facilities	344,920	254,150	254,150	254,150
M&R - Machinery & Equipment	75	1,000	-	1,000
M&R - Motor Vehicles	94,485	96,000	93,000	96,000
M&R - Communications Equipment	3,800	3,800	3,800	3,800
Towing Services	-	100	-	100
Laundry Services	2,200	2,200	2,200	2,200
MO DNR Fees	-	-	-	-
Other Services	109,212	132,500	132,500	147,500
	2,248,010	2,074,550	2,237,628	2,260,150
Other Charges				
Computer Network Transfer	31,000	32,000	32,000	42,000
Insurance	27,471	59,490	59,490	68,095
Judgement & Claims	-	1,500	-	1,500
	58,471	92,990	91,490	111,595
Capital Outlay				
Motor Vehicles	-	35,000	-	-
Office Equipment & Furniture	-	-	-	-
Machinery & Equipment	517,822	148,000	131,100	92,000
Radios	127,360	-	-	-
	645,182	183,000	131,100	92,000
Public Improvements				
Buildings	49,967	50,000	50,000	50,000
Improvements Other Than Buildings	168,990	166,000	166,000	-
Streets, Curbs & Sidewalks	1,329,572	348,000	348,000	150,000
	1,548,529	564,000	564,000	200,000
Total	5,624,133	4,350,940	4,463,235	4,267,145

PARKS MAINTENANCE FUND

SUMMARY

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$255,898		\$170,073	\$189,052
SOURCES				
Parks Property Tax (Land Only)	730,643	717,040	728,501	728,501
City Sticker Tax	96,988	95,000	95,000	95,000
Rents	34,443	34,450	34,450	34,450
Operating Grants	-	-	-	-
Other Grants	76,710	70,000	70,000	70,000
Interest	7,750	-	2,377	2,400
Other Revenue	5,347	2,000	2,000	2,000
Transfers In	393,825	431,840	225,090	348,840
Fund Balance Appropriation	-	-	-	-
TOTAL SOURCES	1,345,705	1,350,330	1,157,419	1,281,191
USES BY PROGRAM				
Materials & Supplies	170,403	211,150	191,055	194,850
Outside Services	670,874	681,620	681,620	695,652
Utilities	195,175	220,000	177,205	220,000
Capital Equipment	87,462	192,500	35,000	113,000
Capital Improvemnets	307,616	38,500	12,000	-
Transfers Out	-	41,560	41,560	55,597
TOTAL USES	1,431,530	1,385,330	1,138,440	1,279,099
Net Surplus (Deficit)	(85,825)	(35,000)	18,979	2,092
Projected Ending Fund Balance:	\$170,073		\$189,052	\$191,144



PARKS MAINTENANCE FUND

REVENUES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Park District Tax	690,062	681,000	692,461	692,461
Prior Park District R/E Tax	31,855	30,000	30,000	30,000
R/E Penalty & Interest	8,725	6,040	6,040	6,040
	<u>730,643</u>	<u>717,040</u>	<u>728,501</u>	<u>728,501</u>
Licenses				
City Sticker & Penalty	96,988	95,000	95,000	95,000
	<u>96,988</u>	<u>95,000</u>	<u>95,000</u>	<u>95,000</u>
Rents				
Horace Mann Rent	34,443	34,450	34,450	34,450
	<u>34,443</u>	<u>34,450</u>	<u>34,450</u>	<u>34,450</u>
Other Revenue				
Sale of Fixed Assets	-	-	-	-
Insurance Proceeds	533	-	-	-
Concessions-Vending Machines	-	-	-	-
Donations	-	-	-	-
Recycling Revenue	1,564	-	-	-
Other Revenue	-	-	-	-
Refund Prior Yr Expense	-	-	-	-
Recovery/Reimbursements	3,250	2,000	2,000	2,000
	<u>5,347</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Interest Earnings				
Interest on Investments	7,750	-	2,377	2,400
	<u>7,750</u>	<u>-</u>	<u>2,377</u>	<u>2,400</u>
Intergovernmental				
FEMA Reimbursement Funds	-	-	-	-
SEMA Reimbursement Funds	-	-	-	-
Bode Trust	-	-	-	-
Parks Maintenance Trust	76,710	70,000	70,000	70,000
	<u>76,710</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
Interfund Transfers In				
Transfer from General Fund	393,825	431,840	225,090	348,840
	<u>393,825</u>	<u>431,840</u>	<u>225,090</u>	<u>348,840</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>1,345,705</u>	<u>1,350,330</u>	<u>1,157,419</u>	<u>1,281,191</u>

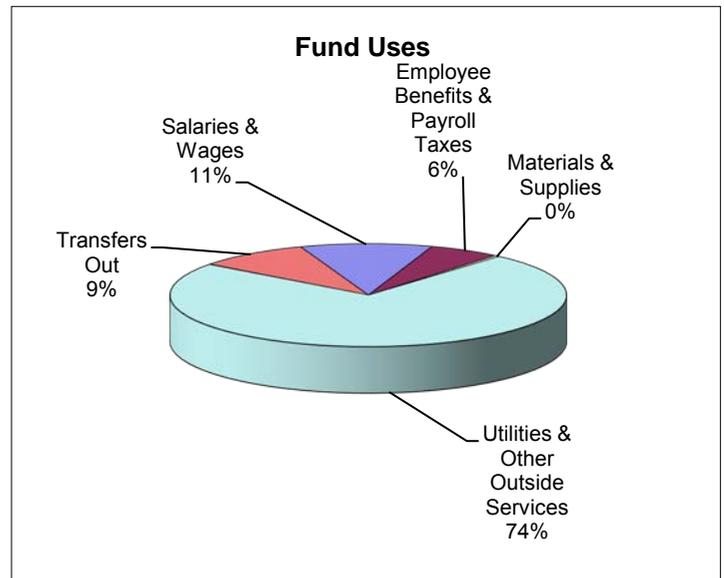
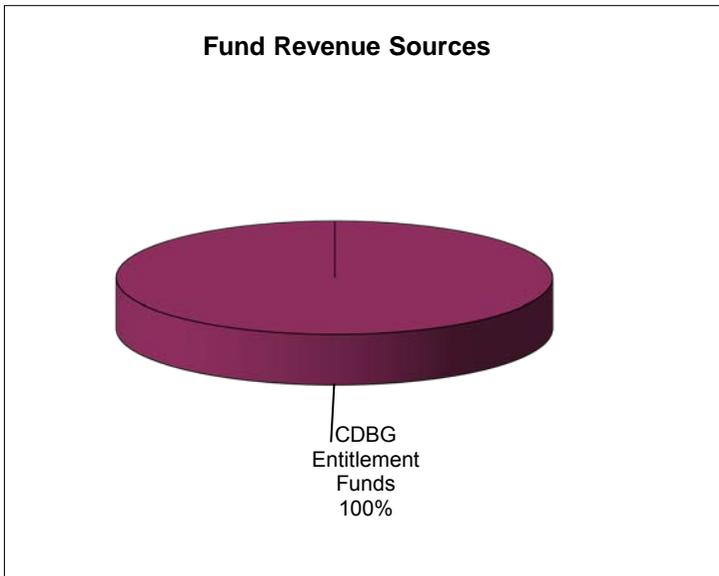
PARKS MAINTENANCE FUND

EXPENDITURES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Janitorial Supplies	6,251	5,000	5,000	5,000
Office Supplies	-	-	-	-
Recreation Supplies	24,667	21,000	21,000	21,500
Safety Equip/Clothing	3,161	3,500	3,500	3,500
Chemical/Drugs/Medical Supplies	-	150	150	150
Motor Fuel and Lubricants	86,139	125,000	104,905	105,000
Minor Equipment	25,219	31,500	31,500	34,700
Traffic & Lighting Supplies	24,966	25,000	25,000	25,000
Materials & Supplies for Resale	-	-	-	-
	<u>170,403</u>	<u>211,150</u>	<u>191,055</u>	<u>194,850</u>
Services				
Professional Services	4,790	-	-	-
Employment Services	220,000	220,000	220,000	240,000
Memberships	-	20	20	20
Avertising	-	-	-	-
Telephone Service	4,124	5,090	5,090	5,090
Gas Service	27,289	45,000	29,888	45,000
Electric Service	139,559	125,000	118,931	125,000
Water Service	28,328	50,000	28,386	50,000
Vehicle/Equipment Rent	328	2,700	2,700	2,700
M&R - Building & Facilities	145,611	130,000	130,000	130,000
M&R - Machinery & Equipment	16,791	20,000	20,000	20,000
M&R - Motor Vehicles	102,971	104,500	104,500	104,500
M&R - Communications Equipment	41	5,000	5,000	5,000
Major Repairs & Replacement	-	-	-	-
Laundry Services	870	1,000	1,000	1,000
Solid Waste Disposal Svc	-	-	-	-
MO DNR Fees	2,415	2,000	2,000	2,000
Other Services	52,116	58,500	58,500	58,500
	<u>745,231</u>	<u>768,810</u>	<u>726,015</u>	<u>788,810</u>
Interfund Transfers				
Transfer to Computer Network	-	2,000	2,000	1,000
Transfer to General Fund	-	39,560	39,560	54,597
	<u>-</u>	<u>41,560</u>	<u>41,560</u>	<u>55,597</u>
Other Charges				
Insurance	120,080	130,810	130,810	124,842
Judgement & Claims	739	2,000	2,000	2,000
	<u>120,819</u>	<u>132,810</u>	<u>132,810</u>	<u>126,842</u>
Capital Outlay				
Motor Vehicles	-	35,000	35,000	32,000
Machinery & Equipment	87,462	157,500	-	81,000
Computer Software	-	-	-	-
	<u>87,462</u>	<u>192,500</u>	<u>35,000</u>	<u>113,000</u>
Capital Improvements				
Buildings	80,703	12,000	12,000	-
Improvements Other Than Buildings	226,913	26,500	-	-
Streets, Curbs & sidewalks	-	-	-	-
	<u>307,616</u>	<u>38,500</u>	<u>12,000</u>	<u>0</u>
Total	<u>1,431,530</u>	<u>1,385,330</u>	<u>1,138,440</u>	<u>1,279,099</u>

COMMUNITY DEVELOPMENT BLOCK GRANT FUND SUMMARY

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Special Assessments/Interest Earnings	12,471	-	-	-
Intergovernmental/Other Grants	1,345,539	2,236,370	2,273,570	2,132,921
Other Revenue	195,622	-	-	-
Transfers (To)/From - Reprogrammable Funds	102,726	-	715,870	-
TOTAL SOURCES	<u>1,656,359</u>	<u>2,236,370</u>	<u>2,989,440</u>	<u>2,132,921</u>
USES				
Salaries & Wages	366,644	385,935	318,880	247,411
Employee Benefits & Payroll Taxes	152,067	196,037	166,862	134,731
Materials & Supplies	4,758	10,272	9,139	9,172
Utilities & Other Outside Services	1,292,043	1,528,925	2,278,674	1,695,122
Property Ins & Other	5,276	4,120	4,120	2,625
Transfers Out	202,094	208,629	208,629	210,775
Operating Capital Equip	-	-	-	-
TOTAL USES	<u>2,022,882</u>	<u>2,333,918</u>	<u>2,986,303</u>	<u>2,299,836</u>
Net Surplus (Deficit) to/from Reprogrammed Fnd	<u>(366,523)</u>	<u>(97,548)</u>	<u>3,137</u>	<u>(166,915)</u>



COMMUNITY DEVELOPMENT BLOCK GRANT FUND REVENUES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenues				
Loss on Sale of Fixed Assets	43,157	-	-	-
Refunds PY Expenditures	276	-	-	-
Other Revenue	152,189	-	-	-
	<u>195,622</u>	<u>-</u>	<u>-</u>	<u>-</u>
Special Assessments				
Principal	10,628	-	-	-
Interest on Special Assessments	1,843	-	-	-
	<u>12,471</u>	<u>-</u>	<u>-</u>	<u>-</u>
Intergovernmental				
Home Program Grant	242,708	342,189	342,189	469,763
Community Development Block Grant	1,097,750	1,894,181	1,931,381	1,663,158
American Rec Reinvst Grant	-	-	-	-
Federal HMIS Grant	5,082	-	-	-
	<u>1,345,539</u>	<u>2,236,370</u>	<u>2,273,570</u>	<u>2,132,921</u>
Interfund Transfers In				
Transfer from Rehab Loan Fund	-	-	715,870	-
Transfer from HOME Revolv Fund	102,726	-	-	-
	<u>102,726</u>	<u>-</u>	<u>715,870</u>	<u>-</u>
Transfer from/(to) Reprogrammable Funds				
Appropriated from Fund Balance	-	-	-	-
Total	<u>1,656,359</u>	<u>2,236,370</u>	<u>2,989,440</u>	<u>2,132,921</u>

COMMUNITY DEVELOPMENT BLOCK GRANT FUND EXPENDITURES

	2017-18			2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	366,644	385,935	318,880	247,411
	<u>366,644</u>	<u>385,935</u>	<u>318,880</u>	<u>247,411</u>
Employee Benefits				
Lagers Pension Contribution	39,887	45,540	37,627	30,184
FICA Contribution	22,899	23,927	19,770	15,339
FICA Medicare	5,356	5,596	4,624	3,587
457 Employer Match Plan	2,130	2,340	2,340	1,950
Health Insurance	60,255	64,637	51,376	44,340
Dental Insurance	2,171	2,492	2,492	1,765
Life Insurance	1,212	1,298	1,289	831
Long Term Disability	918	1,038	858	666
Workers Compensation	14,437	15,438	12,756	9,896
Car/Mileage Allowance	1,259	6,750	6,750	2,324
Confer/Train/Travel	1,542	26,981	26,981	23,849
	<u>152,067</u>	<u>196,037</u>	<u>166,862</u>	<u>134,731</u>
Materials & Supplies				
Office Supplies	1,931	5,800	5,800	5,800
Motor Fuel	1,274	1,600	467	500
Minor Equipment	1,553	1,855	1,855	1,855
Other Materials/Supplies	-	1,017	1,017	1,017
	<u>4,758</u>	<u>10,272</u>	<u>9,139</u>	<u>9,172</u>
Services				
Employment Services	-	-	-	-
Professional Services	84,076	110,000	110,000	110,000
Memberships	4,281	1,595	1,595	1,560
Periodicals & Books	436	1,000	1,000	1,000
Telephone Service	2,059	5,320	5,320	5,320
Postage	2,813	7,800	7,800	7,800
Freight	-	-	-	-
Advertising	15,184	26,080	26,080	26,080
Permits & Recording Fees	5,130	2,245	2,245	2,245
Printing & Binding	284	2,160	2,160	2,160
Gas Service	2,696	4,700	2,163	4,700
Electric Service	4,360	5,000	3,386	5,000
Water Service	1,102	1,000	830	1,000
Vehicle/Equipment Rent	1,577	3,350	3,350	3,350
M&R Mach & Equipment	296	-	-	-
M&R - Motor Vehicles	78	700	700	700
M&R - Communications Equipment	-	100	100	100
Solid Waste Disposal	918	1,000	1,000	1,000
Special Contributions	363,265	387,500	424,700	424,700
Other Services	803,488	969,375	1,686,245	1,098,407
	<u>1,292,043</u>	<u>1,528,925</u>	<u>2,278,674</u>	<u>1,695,122</u>
Other Charges				
Refund Expense	-	-	-	-
Insurance	5,276	4,120	4,120	2,625
Transfer to General Fund	196,094	202,629	202,629	204,775
Transfer to Capital Projects				
	<u>207,370</u>	<u>212,749</u>	<u>212,749</u>	<u>213,400</u>
Total	<u>2,022,882</u>	<u>2,333,918</u>	<u>2,986,303</u>	<u>2,299,836</u>

GAMING INITIATIVES FUND

SUMMARY

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$337,385		\$432,252	\$160,942
SOURCES				
Gaming Revenue	954,245	1,030,000	817,200	822,000
Other Revenue	1,600	-	-	-
Interest Earnings	5,416	200	7,991	8,000
Transfers from Other Funds	-	-	-	-
Grants & Entitlements	-	-	-	-
Appropriated from/(to) Fund Balance	-	-	-	-
TOTAL SOURCES	<u>961,260</u>	<u>1,030,200</u>	<u>825,191</u>	<u>830,000</u>
USES BY PROGRAM				
Gaming Funded Initiatives	<u>866,394</u>	<u>1,255,160</u>	<u>1,096,500</u>	<u>981,660</u>
TOTAL USES	<u>866,394</u>	<u>1,255,160</u>	<u>1,096,500</u>	<u>981,660</u>
Net Surplus (Deficit)	<u>94,867</u>	<u>(224,960)</u>	<u>(271,309)</u>	<u>(151,660)</u>
Projected Ending Fund Balance:	\$432,252		\$160,942	\$9,282

GAMING INITIATIVES FUND

REVENUES

	2017-18	2018-19		2019-20
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Rents				
State Admissions	505,179	618,000	490,320	435,400
State Gaming	449,066	412,000	326,880	386,600
	<u>954,245</u>	<u>1,030,000</u>	<u>817,200</u>	<u>822,000</u>
Investment Interest				
Interest Income	5,416	200	7,991	8,000
	<u>5,416</u>	<u>200</u>	<u>7,991</u>	<u>8,000</u>
Other Revenue				
Donations	-	-	-	-
Refunds Prior Year	-	-	-	-
Other Revenue	1,600	-	-	-
Recovery/Reimbursement	-	-	-	-
	<u>1,600</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers				
Transfer From General Fund	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Grants & Entitlements				
MO Trim Grant	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>961,260</u>	<u>1,030,200</u>	<u>825,191</u>	<u>830,000</u>

GAMING INITIATIVES FUND

EXPENDITURES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Services & Supplies				
Minor Equipment	-	-	-	-
Employment Services	-	-	-	-
Professional Services	111,667	300,000	225,000	125,000
Communication Services	-	-	-	-
Postage	-	-	-	-
Advertising	48,941	50,000	50,000	40,000
MR Communications Equipment	21,294	-	-	-
Major Repairs & Replacement	-	-	-	-
Special Contributions	546,143	617,060	590,000	553,560
Other Services	16,849	81,600	25,000	81,600
	<u>744,894</u>	<u>1,048,660</u>	<u>890,000</u>	<u>800,160</u>
Interfund Transfers Out				
Transfer to General Fund	55,000	55,000	55,000	50,000
Transfer to SIMR Fund	-	50,000	50,000	50,000
Transfer to Special Allocation Fund	-	5,000	5,000	5,000
Transfer to Aviation Fund	60,000	90,000	90,000	70,000
Transfer to Parking Fund	6,500	6,500	6,500	6,500
Transfer to Capital Projects Fund	-	-	-	-
	<u>121,500</u>	<u>206,500</u>	<u>206,500</u>	<u>181,500</u>
Capital Outlay				
Buildings	-	-	-	-
Improvements Other Than Buildings	-	-	-	-
Motor Vehicles	-	-	-	-
Software Purchases	-	-	-	-
Radio & Communication Equipment	-	-	-	-
Machinery & Equipment	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>866,394</u>	<u>1,255,160</u>	<u>1,096,500</u>	<u>981,660</u>

SPECIAL ALLOCATION FUND

REVENUES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Real Property				
Real Property Tax	15,704	-	2,518	2,309
	<u>15,704</u>	<u>-</u>	<u>2,518</u>	<u>2,309</u>
Personal Property				
Payment in Lieu of Taxes (PILOTs)-City	702,431	746,834	863,186	808,866
PILOTs - Other	2,683,443	2,532,540	3,146,688	3,152,644
TIF Public Infrastructure	102,942	85,000	85,000	99,431
	<u>3,488,816</u>	<u>3,364,374</u>	<u>4,094,874</u>	<u>4,060,941</u>
Sales Tax				
Economic Activity Taxes (EATS) City	3,355,315	3,355,000	3,355,000	3,403,727
EATS - County	1,426,591	1,368,340	1,368,340	1,340,433
EATS - Other	141,609	138,800	138,800	140,290
Non Incremental Sales Tax	-	-	-	-
Use Tax County	38,760	29,830	29,830	36,257
TDD Sales Tax	-	-	-	-
CID Sales Tax	11,741	3,700	3,700	6,849
	<u>4,974,015</u>	<u>4,895,670</u>	<u>4,895,670</u>	<u>4,927,556</u>
Sanitary Sewer Charges				
Sewer System Development Fee	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Bond Proceeds				
Bond Proceeds	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Revenues				
Recovery/Reimbursements	3,000	3,000	3,000	24,956
Developer Contributions	411,180	425,380	425,380	407,086
Sewer Reserve Charges	619,898	546,000	660,000	582,467
Other Revenue	-	-	-	(34,189)
Interest on Investments	35,993	445	18,482	36,856
MDFB Interest Income	22,724	100	100	29,153
IDA Interest Income	101,154	500	500	118,116
Int on S Assessments	353,098	-	-	320,000
	<u>1,547,047</u>	<u>975,425</u>	<u>1,107,462</u>	<u>1,484,445</u>
Interfund Transfers				
Transfer from Riverboat Fund	-	5,000	5,000	5,000
	<u>-</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
Total	<u>10,025,582</u>	<u>9,240,469</u>	<u>10,105,524</u>	<u>10,480,251</u>

SPECIAL ALLOCATION FUND

EXPENDITURES

	2017-18	2018-19		2019-20
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Supplies & Services				
Professional Services	708	15,300	15,300	26,556
Postage	-	-	-	-
Advertising	-	-	-	-
License/Permits	1,189	-	-	2,544
Special Contributions/Services	46,615	81,145	81,145	51,006
Other Services	737,024	708,480	708,480	758,591
	<u>785,537</u>	<u>804,925</u>	<u>804,925</u>	<u>838,697</u>
Debt Service				
Principal Payments	4,448,208	-	-	5,191,512
Interest Payments	2,304,653	3,429,480	3,429,480	1,181,002
Other Debt Charges	34,818	2,011,033	2,011,033	365,000
TIF Reimbursable Expenses	-	24,000	24,000	362,224
Payment to Ref Escrow Agent	-	2,194,975	2,194,975	-
	<u>6,787,679</u>	<u>7,659,488</u>	<u>7,659,488</u>	<u>7,099,738</u>
Interfund Transfers				
Transfer to Water Protection	-	-	1,515,000	-
Total	<u>7,573,216</u>	<u>8,464,413</u>	<u>9,979,413</u>	<u>7,938,435</u>

MUSEUM TAX FUND

SUMMARY

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Beginning FB:	93,353		111,474	89,568
SOURCES				
Property Tax	459,340	462,550	469,203	469,203
Prop Tx Rev Dedicated to Minor Repairs	25,000	25,000	25,000	25,000
Other Revenue	-	-	-	-
Interest Earnings	5,292	700	7,301	7,300
TOTAL SOURCES	<u>489,632</u>	<u>488,250</u>	<u>501,504</u>	<u>501,503</u>
USES BY PROGRAM				
Museum Tax Contract Contributions	360,000	410,000	410,000	410,000
Other Museum Related Expenditures	86,512	88,410	88,410	90,650
Capital \$ Used for Minor W-T Repairs	25,000	25,000	25,000	25,000
TOTAL USES	<u>471,512</u>	<u>523,410</u>	<u>523,410</u>	<u>525,650</u>
Net Surplus (Deficit)	<u>18,121</u>	<u>(35,160)</u>	<u>(21,906)</u>	<u>(24,147)</u>
ENDING OPERATING FUND BALANCE:	<u>111,474</u>		<u>89,568</u>	<u>65,421</u>
Beginning Capital FB:	284,000		359,000	-
SOURCES				
Property Tax	75,000	75,000	75,000	75,000
Appropriated from (to) Fund Balance	-	359,000	-	-
	<u>75,000</u>	<u>434,000</u>	<u>75,000</u>	<u>75,000</u>
USES				
Capital Improvements - Wyeth-Tootle	-	434,000	434,000	75,000
	<u>-</u>	<u>434,000</u>	<u>434,000</u>	<u>75,000</u>
Net Capital Surplus (Deficit)	<u>75,000</u>	<u>-</u>	<u>(359,000)</u>	<u>-</u>
ENDING CIP FUND BALANCE:	<u>359,000</u>		<u>-</u>	<u>-</u>
TOTAL USES	<u>471,512</u>	<u>957,410</u>	<u>957,410</u>	<u>600,650</u>

Definitions of a Museum:

A building, place, or institution devoted to the acquisition, conservation, study, exhibition, and educational interpretation of objects having scientific, historical, or artistic value.

- From the American Heritage Dictionary

An institution dedicated to preserving and interpreting the primary tangible evidence of humankind and the environment...Museums have been founded for a variety of purposes: to serve as recreational facilities, scholarly venues, or educational resources; to contribute to the quality of life of the areas where they are situated; to attract tourism to a region; to promote civic pride or nationalistic endeavor; or even to transmit overtly ideological concepts. Given such a variety of purposes, museums reveal remarkable diversity in form, content, and even function. Yet, despite such diversity, they are bound by a common goal: the preservation and interpretation of some material aspect of society's cultural consciousness.

- From the Encyclopedia Britannica

MUSEUM TAX FUND

REVENUES

	2017-18	2018-19		2019-20
	<u>Actual</u>	<u>Amended Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Real Property Tax				
Current Real Estate Tax	355,346	354,345	358,022	358,022
Prior Real Estate Tax	9,733	13,000	13,000	13,000
Real Estate Penalty and Interest	2,879	2,000	2,367	2,367
	<u>367,958</u>	<u>369,345</u>	<u>373,389</u>	<u>373,389</u>
Personal Property Tax				
Current Personal Property Tax	122,926	122,260	123,107	123,107
Personal Property Penalty and Int	2,197	2,100	2,100	2,100
Prior Personal Property Tax	7,258	7,040	7,040	7,040
M & M Surtax	31,656	34,000	35,103	35,103
	<u>164,037</u>	<u>165,400</u>	<u>167,350</u>	<u>167,350</u>
Other Personal Property Tax				
Payment in Lieu of Taxes - Other	3,656	3,565	3,565	3,565
Financial Institution Tax	2,796	3,140	3,140	3,140
Railroad Tax	20,893	21,100	21,759	21,759
	<u>27,345</u>	<u>27,805</u>	<u>28,464</u>	<u>28,464</u>
Investment Interest				
Interest Earnings	5,292	700	7,301	7,300
Other Revenue	-	-	-	-
	<u>5,292</u>	<u>700</u>	<u>7,301</u>	<u>7,300</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>564,632</u>	<u>563,250</u>	<u>576,504</u>	<u>576,503</u>

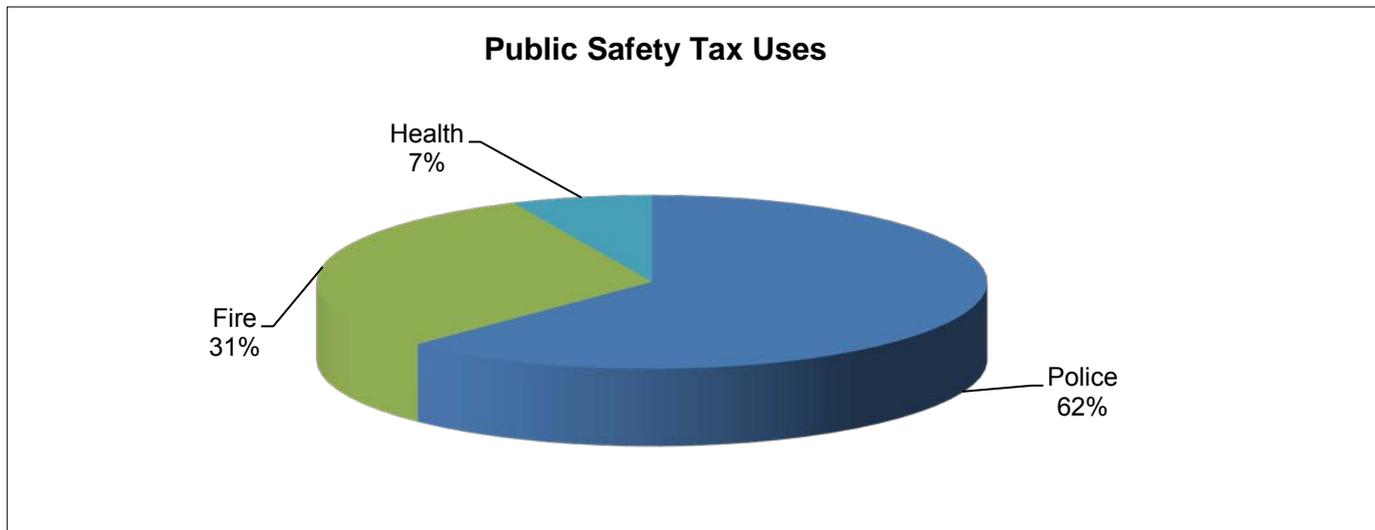
MUSEUM TAX FUND

EXPENDITURES

	2017-18	2018-19		2019-20
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Services & Supplies				
Special Contributions	385,000	435,000	435,000	435,000
Other Services	14,204	14,200	14,200	14,200
	<u>399,204</u>	<u>449,200</u>	<u>449,200</u>	<u>449,200</u>
Interfund Transfers Out				
Transfer to General Fund	60,687	59,260	59,260	57,880
Transfer to Capital Projects	-	-	-	-
	<u>60,687</u>	<u>59,260</u>	<u>59,260</u>	<u>57,880</u>
Insurance				
Insurance	11,621	14,950	14,950	18,570
	<u>11,621</u>	<u>14,950</u>	<u>14,950</u>	<u>18,570</u>
Capital Improvements				
Building Improvements	22,840	434,000	434,000	75,000
	<u>22,840</u>	<u>434,000</u>	<u>434,000</u>	<u>75,000</u>
Total	<u>494,352</u>	<u>957,410</u>	<u>957,410</u>	<u>600,650</u>

PUBLIC SAFETY TAX FUND SUMMARY

	2017-18	2018-19		2019-20
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Projected Beginning Fund Balance:			\$ 2,243,503	\$ 509,246
SOURCES				
Sales Tax	5,107,429	5,034,600	5,034,600	5,034,600
EATS	1,083,608	1,016,000	1,016,000	1,016,000
Recovery/Reimbursement/Refunds	276	-	1,032	-
Interest Earnings	38,431	-	27,221	27,221
Other Revenue	-	-	1,200	1,200
Transfers	-	-	-	317,756
TOTAL SOURCES	<u>6,229,744</u>	<u>6,050,600</u>	<u>6,080,053</u>	<u>6,396,777</u>
USES BY PROGRAM				
Public Safety - Police	4,659,193	4,955,570	4,878,682	4,300,588
Public Safety - Fire	2,327,830	2,448,657	2,449,857	2,135,400
Public Safety - Health	444,693	485,771	485,771	470,036
TOTAL USES	<u>7,431,716</u>	<u>7,889,998</u>	<u>7,814,310</u>	<u>6,906,024</u>
Net Surplus (Deficit)	<u>(1,201,972)</u>	<u>(1,839,398)</u>	<u>(1,734,257)</u>	<u>(509,247)</u>
ENDING RESERVED FUND BALANCE:			\$ 509,246	\$ (0)



PUBLIC SAFETY TAX FUND

REVENUES

	2017-18	2018-19		2019-20
	<u>Actual</u>	<u>Amended Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Sales Tax				
Public Safety Sales Tax	6,658,677	6,506,000	6,506,000	6,506,000
Sales Tax Contra Account	(1,551,248)	(1,471,400)	(1,471,400)	(1,471,400)
1/2 Percent Sales Tax	-	-	-	-
EATS	1,083,608	1,016,000	1,016,000	1,016,000
Recovery/Reimbursement/Refunds	276	-	1,032	-
Interest Earnings	38,431	-	27,221	27,221
Other Revenue	-	-	1,200	1,200
Transfers	-	-	-	317,756
	<u>6,229,744</u>	<u>6,050,600</u>	<u>6,080,053</u>	<u>6,396,777</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
Total	<u>6,229,744</u>	<u>6,050,600</u>	<u>6,080,053</u>	<u>6,396,777</u>

PUBLIC SAFETY TAX FUND

EXPENDITURES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	698,622	842,817	794,418	874,723
Salary Increases	-	19,303	19,303	-
Overtime	77,607	85,092	85,092	85,092
PT Wages	46,001	47,002	47,002	47,002
	<u>822,230</u>	<u>994,214</u>	<u>945,815</u>	<u>1,006,817</u>
Employee Benefits				
Police Pension Contribution	258,064	299,072	285,520	268,748
Lagers Pension Contribution	-	-	-	-
FICA Contribution	2,876	2,914	2,914	2,914
FIM Medicare	12,315	16,581	15,879	9,553
457 Employer Match	9,813	9,861	9,861	4,680
Health Insurance	120,847	145,428	145,428	159,624
Dental Insurance	4,888	6,228	6,228	6,353
Life Insurance	2,365	2,881	2,881	2,939
Long Term Disability	1,868	2,307	2,177	2,353
Workers Compensation	30,414	39,582	37,646	40,273
Uniform Allowance	24,688	25,500	25,500	30,000
Confer/Train/Travel	20,091	23,500	25,500	23,000
	<u>488,230</u>	<u>573,854</u>	<u>559,534</u>	<u>550,437</u>
Materials & Supplies				
Safety Equip/Clothing	62,333	89,480	89,480	77,580
Motor Fuel and Lubricants	25	-	-	-
Minor Equipment	79,238	73,950	75,150	67,815
Other Materials/Supplies	53,513	51,380	49,691	37,280
	<u>195,109</u>	<u>214,810</u>	<u>214,321</u>	<u>182,675</u>
Services				
Professional Services	72,369	66,905	66,905	56,905
Insurance	-	850	850	850
M&R Office Equipment	35,274	35,280	35,280	37,905
M&R - Buildings & Facilities	-	6,500	6,500	-
M&R - Machinery & Equipment	-	6,860	6,860	8,510
M&R - Motor Vehicles	24,630	25,000	25,000	25,000
M&R - Communications Equipment	9,848	29,670	29,670	24,670
	<u>142,120</u>	<u>171,065</u>	<u>171,065</u>	<u>153,840</u>
Capital Outlay				
Motor Vehicles	503,823	192,910	192,910	-
Machinery & Equipment	53,214	47,980	35,500	-
Radio & Communications Equip	276,131	168,895	168,895	216,000
Buildings	30,720	-	-	-
Software Purchases/Improvements	-	8,000	8,000	-
	<u>863,888</u>	<u>417,785</u>	<u>405,305</u>	<u>317,756</u>
Interfund Transfers				
Transfer to General Fund	4,920,140	5,518,270	5,518,270	4,694,499
	<u>4,920,140</u>	<u>5,518,270</u>	<u>5,518,270</u>	<u>4,694,499</u>
Total	<u><u>7,431,716</u></u>	<u><u>7,889,998</u></u>	<u><u>7,814,310</u></u>	<u><u>6,906,024</u></u>

AVIATION FUND

REVENUES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Rents				
Airport Hangar Rent	95,846	90,000	90,000	91,980
Airport Restaurant Rent	4,800	4,800	4,800	4,800
Life Net Lease	6,194	6,200	6,200	6,200
Farm Land Rent	64,841	68,675	68,675	64,536
Air National Guard Rent	81,256	81,240	81,240	81,240
BMS Warehouse Rent	12,667	6,333	6,333	6,333
F.B.O. Lease	80,427	80,608	80,608	82,380
Federal Aviation Administration Rent	65,916	65,916	65,916	65,916
	<u>411,948</u>	<u>403,772</u>	<u>403,772</u>	<u>403,385</u>
Other Revenue				
Sale of Fixed Assets	45,100	-	-	-
Sale of Gas & Oil	27,811	24,500	24,500	24,500
Recycling Revenue	4,306	-	-	-
Recovery/Reimbursements	7,249	1,500	1,500	1,500
Other Revenue	775	780	780	780
	<u>85,241</u>	<u>26,780</u>	<u>26,780</u>	<u>26,780</u>
Investment Earnings				
Interest Income	2,382	100	6,312	100
	<u>2,382</u>	<u>100</u>	<u>6,312</u>	<u>100</u>
Intergovernmental				
Federal Aviation Administration	1,715,939	6,260,000	6,290,750	8,637,800
Buchanan County Aviation	-	-	-	-
State Airport Aid Grant	54,687	-	-	-
FEMA/SEMA Reimbursements	-	-	-	-
MO Air National Guard Grant	576,217	-	-	-
	<u>2,346,843</u>	<u>6,260,000</u>	<u>6,290,750</u>	<u>8,637,800</u>
Interfund Transfers In				
Transfer from General Fund	20,000	100,000	30,000	30,000
Transfer from Gaming Fund	60,000	90,000	90,000	70,000
Transfer from Water Protection Fund	48,290	48,290	48,290	48,290
Transfer from CIP Sales Tax Fund	218,512	940,000	940,000	1,204,200
	<u>346,802</u>	<u>1,178,290</u>	<u>1,108,290</u>	<u>1,352,490</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	38,826	-
	<u>-</u>	<u>-</u>	<u>38,826</u>	<u>-</u>
Total	<u>3,193,216</u>	<u>7,868,942</u>	<u>7,874,730</u>	<u>10,420,555</u>

EXPENDITURES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	289,726	297,121	298,983	297,105
Salary Adjustments	-	-	-	-
Overtime	5,952	7,725	7,725	7,725
Temporary/Part-Time Wages	-	-	-	-
	<u>295,678</u>	<u>304,846</u>	<u>306,708</u>	<u>304,830</u>
Employee Benefits				
Lagers Pension Contribution	33,083	35,972	36,192	37,189
FICA Contribution	18,550	18,900	19,015	18,899
FICA Medicare	4,338	4,420	4,447	4,420
457 Employer Plan Match	1,950	1,950	1,950	1,950
Health Insurance	48,473	48,478	48,478	53,208
Dental Insurance	1,747	1,868	1,868	2,118
Life Insurance	972	998	998	998

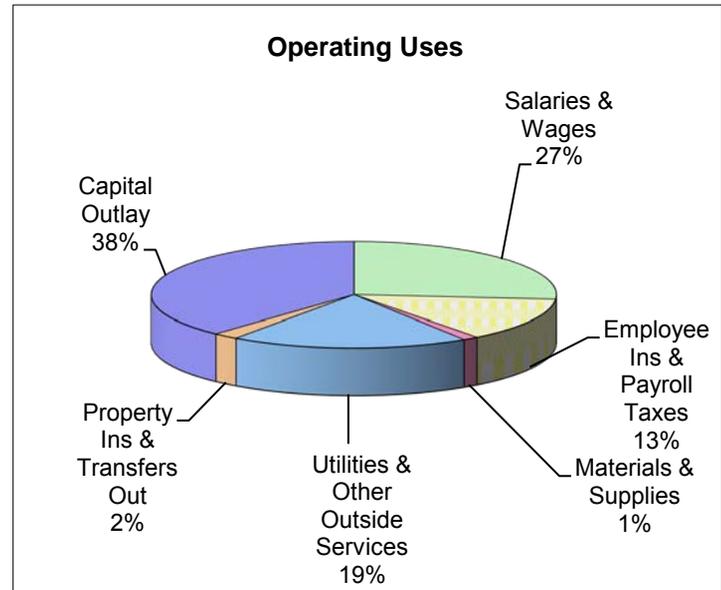
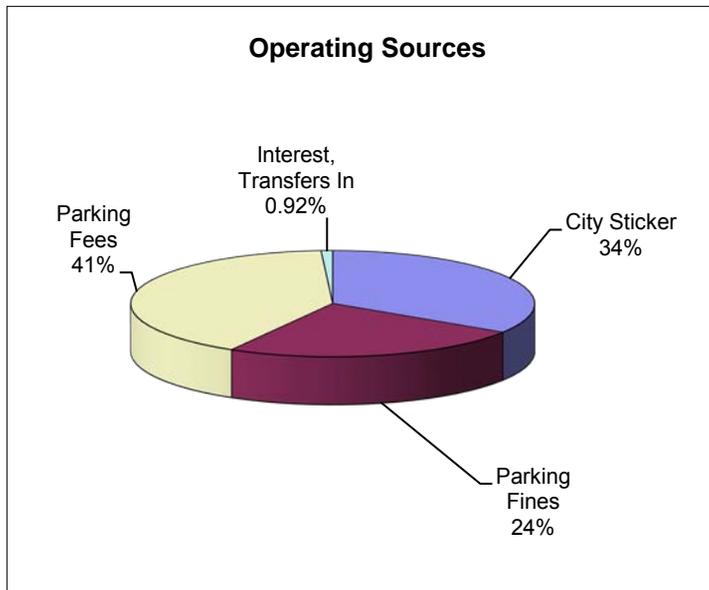
AVIATION FUND

EXPENDITURES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Employee Benefits Con't				
Long Term Disability	702	799	804	799
Workers Compensation	11,553	12,194	12,269	12,193
Unemployment Claims	-	-	-	-
Car/Mileage Allowance	-	200	200	200
Confer/Train/Travel	7,299	8,000	8,000	8,000
	<u>128,667</u>	<u>133,779</u>	<u>134,221</u>	<u>139,975</u>
Materials & Supplies				
Office Supplies	1,082	1,400	1,400	1,400
Janitorial Supplies	1,811	3,100	3,100	3,100
Safety Equip/Clothing	1,619	2,600	2,600	2,600
Chemicals/Drugs/Med Supply	-	-	-	-
Motor Fuel and Lubricants	12,911	19,550	14,503	19,550
Minor Equipment	5,005	5,000	5,000	5,000
Street Maintenance Supplies	8,456	9,000	9,000	9,000
Other Materials/Supplies	2,100	3,390	3,390	3,390
	<u>32,984</u>	<u>44,040</u>	<u>38,993</u>	<u>44,040</u>
Services				
Professional Services	366,468	250,000	259,400	250,000
Memberships	712	1,220	1,220	1,220
Periodicals & Books	126	460	460	460
Communication Services	5,187	5,500	5,500	5,500
Postage	259	500	500	500
Advertising	515	400	400	400
Permits & Recording Fees	3,465	3,400	3,400	3,400
Printing & Binding	25	100	100	100
Gas Service	845	2,000	802	900
Electric Service	33,446	38,000	35,833	33,500
Water Service	1,468	2,100	1,488	1,600
Vehicle/Equipment Rent	6,337	7,454	7,454	7,597
M&R - Building & Facilities	36,514	48,350	48,350	41,850
M&R - Machinery & Equipment	12,576	9,000	9,000	9,000
M&R - Motor Vehicles	1,679	4,600	4,600	4,600
M&R - Communications Equipment	-	-	-	-
Major Repairs & Replacements	17,609	15,135	7,878	15,135
Laundry Services	3,412	2,400	2,400	2,400
Solid Waste Disposal Services	1,321	1,320	1,320	1,320
MO DNR Fees	519	150	150	150
Special Contributions	-	2,000	2,000	2,000
Other Services	33,935	6,200	6,200	6,200
	<u>526,417</u>	<u>400,289</u>	<u>398,455</u>	<u>387,832</u>
Other Charges				
Insurance	21,781	18,990	18,990	22,728
Transfer to General Fund	-	-	-	-
Transfer to General Fund - Computer	4,000	4,000	4,000	4,000
	<u>25,781</u>	<u>22,990</u>	<u>22,990</u>	<u>26,728</u>
Capital Outlay & Public Improvements				
Vehicle	36,830	30,000	38,826	30,000
Machinery & Equipment	84,022	70,000	77,257	-
Building	-	-	-	-
Improvements other than Buildings	2,636,853	6,950,000	6,971,350	9,592,000
	<u>2,757,706</u>	<u>7,050,000</u>	<u>7,087,433</u>	<u>9,622,000</u>
Total	<u>3,767,233</u>	<u>7,955,944</u>	<u>7,988,800</u>	<u>10,525,405</u>

PUBLIC PARKING FUND SUMMARY

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Beginning Operating FB:			\$ 130,901	\$ 153,229
SOURCES				
City Sticker	100,753	97,500	97,500	98,900
Parking Fines	73,897	150,100	150,100	70,200
Parking Fees	108,012	88,500	88,500	118,200
Other Revenue/Interest Earnings	1,469	100	2,680	2,680
Transfers In	379,774	425,955	345,955	327,352
Fund Balance Appropriation	-	-	-	-
TOTAL SOURCES	<u>663,904</u>	<u>762,155</u>	<u>684,735</u>	<u>617,332</u>
USES				
Salaries & Wages	149,838	177,417	165,738	175,698
Employee Benefits & Payroll Taxes	66,804	82,715	79,943	88,447
Materials & Supplies	6,079	9,200	7,389	8,200
Utilities & Other Outside Services	48,268	131,400	125,592	126,300
Property Ins & Transfers Out	86,872	11,290	11,290	13,390
Capital Outlay	373,084	352,455	272,455	253,852
TOTAL USES	<u>730,945</u>	<u>764,477</u>	<u>662,407</u>	<u>665,886</u>
Net Surplus (Deficit)	(67,041)		22,328	(48,554)
ENDING OPERATING FUND BALANCE:	130,901		153,229	104,674



PUBLIC PARKING FUND

REVENUES

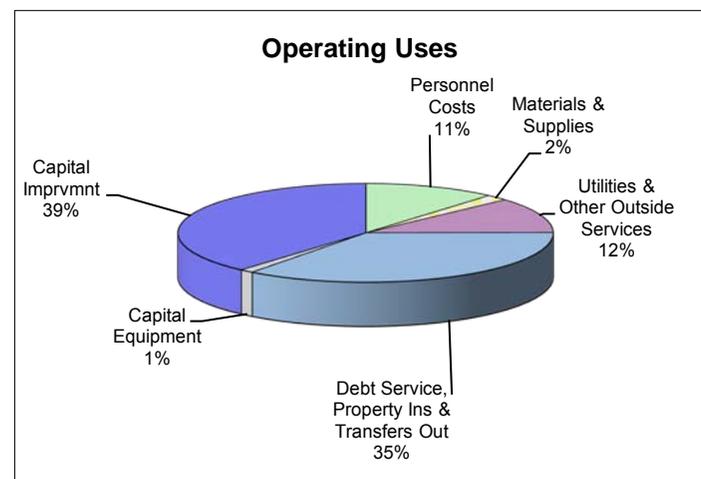
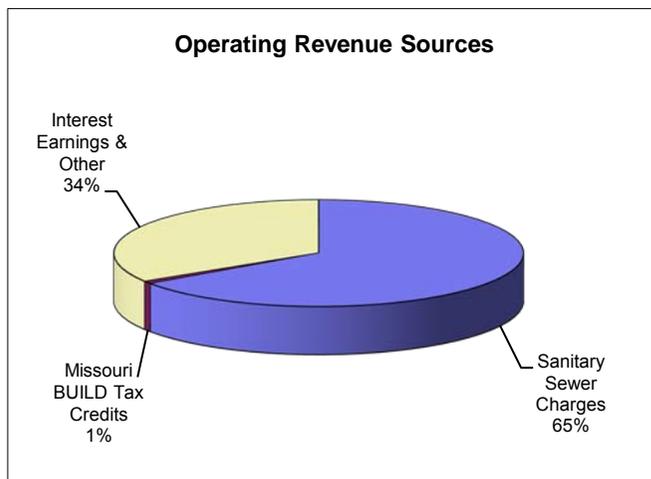
	2017-18		2019-20	
	Actual	Adopted Budget	Estimated Actual	Budget
Licenses				
City Sticker & Penalty	100,753	97,500	97,500	98,900
	<u>100,753</u>	<u>97,500</u>	<u>97,500</u>	<u>98,900</u>
Fines				
Parking Violation Fines	73,747	150,000	150,000	70,000
Boot Fee	150	100	100	200
	<u>73,897</u>	<u>150,100</u>	<u>150,100</u>	<u>70,200</u>
Charges for Services				
Parking - 6th & Jules	63,342	55,000	55,000	61,400
Parking - 7th & Sylvania	1,170	1,300	1,300	1,500
Parking - 9th & Felix	2,680	4,500	4,500	4,800
Parking - 5th & Edmond	120	200	200	500
Parking - 5th & Felix	29,693	17,000	17,000	22,000
Parking - 8th & Felix	2,110	5,000	5,000	20,000
Other Parking Permit Fees	8,378	5,000	5,000	7,500
Customer Service Zone Permits	519	500	500	500
	<u>108,012</u>	<u>88,500</u>	<u>88,500</u>	<u>118,200</u>
Investment Earnings/Other Rev				
Intrest Income	1,239	100	2,680	2,680
Other Revenue	230	-	-	-
STP/FHWA Grant	-	-	-	-
	<u>1,469</u>	<u>100</u>	<u>2,680</u>	<u>2,680</u>
Transfers In				
Transfer from General Fund	373,274	419,455	339,455	320,852
Transfer from Gaming Fund	6,500	6,500	6,500	6,500
	<u>379,774</u>	<u>425,955</u>	<u>345,955</u>	<u>327,352</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>663,904</u>	<u>762,155</u>	<u>684,735</u>	<u>617,332</u>

PUBLIC PARKING FUND EXPENDITURES

	2017-18	#		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	137,254	161,338	149,659	159,619
Salary Increases	-	-	-	-
Overtime	1,181	1,450	1,450	1,450
Temp-Part Time Wages	11,403	14,629	14,629	14,629
Out of Title Pay	-	-	-	-
	<u>149,838</u>	<u>177,417</u>	<u>165,738</u>	<u>175,698</u>
Employee Benefits				
Lagers Pension Contribution	13,614	19,038	17,660	19,650
FICA Contribution	9,329	10,003	9,279	10,893
FICA Medicare	2,182	2,339	2,170	2,548
457 Employer Plan Match	947	1,950	1,950	1,170
Health Insurance	32,426	40,398	40,398	44,340
Dental Insurance	1,169	1,557	1,557	1,765
Federal Health Reinsurer Tax	-	-	-	-
Life Insurance	438	542	540	585
Long Term Disability	350	434	403	467
Workers Compensation	6,320	6,454	5,987	7,028
Conference/Training/Travel	30	-	-	-
	<u>66,804</u>	<u>82,715</u>	<u>79,943</u>	<u>88,447</u>
Materials & Supplies				
Office Supplies	772	800	800	800
Janitorial Supplies	520	500	500	500
Safety Equip/Clothing	1,413	2,000	2,000	2,000
Motor Fuel and Lubricants	1,695	4,000	2,189	3,000
Minor Equipment	1,375	1,600	1,600	1,600
Other Materials & Supplies	304	300	300	300
	<u>6,079</u>	<u>9,200</u>	<u>7,389</u>	<u>8,200</u>
Services				
Professional Services	-	-	-	-
Periodicals & Books	-	200	200	200
Telephone Service	2,730	2,000	2,000	2,000
Postage	1,580	3,300	3,300	3,300
Advertising	411	-	-	-
Freight	-	-	-	-
Printing & Binding	2,264	2,500	2,500	2,500
Electric Service	26,325	30,000	25,147	25,500
Water Service	758	1,600	645	1,000
M&R - Office Equipment	1,740	2,400	2,400	2,400
M&R - Building & Facilities	6,453	81,300	81,300	81,300
M&R Machinery & Equipment	-	-	-	-
M&R - Motor Vehicles	3,374	4,500	4,500	4,500
M&R - Communications Equipment	1,500	1,500	1,500	1,500
Towing Services	-	100	100	100
Laundry Services	1,064	2,000	2,000	2,000
MO DNR Fees	69	-	-	-
Other Services	-	-	-	-
	<u>48,268</u>	<u>131,400</u>	<u>125,592</u>	<u>126,300</u>
Other Charges				
Principal	-	-	-	-
Interest	-	-	-	-
Other Debt Charges	-	-	-	-
Insurance	10,525	9,290	9,290	9,390
Judgement & Claims	-	1,000	1,000	1,000
Motor Vehicles	-	-	-	-
Transfer to General Fund	75,347	-	-	-
Motor Vehicles	-	-	-	-
Improvement Other Than Buildings	373,084	352,455	272,455	253,852
Transfer to General Fund - Computer	1,000	1,000	1,000	3,000
	<u>459,956</u>	<u>363,745</u>	<u>283,745</u>	<u>267,242</u>
Total	<u>730,945</u>	<u>764,477</u>	<u>662,407</u>	<u>665,886</u>

WATER PROTECTION FUND SUMMARY

OPERATING:	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:			\$24,724,020	\$27,795,827
SOURCES				
Sanitary Sewer Charges	32,093,452	30,556,000	31,310,245	31,953,996
Missouri BUILD Tax Credits	374,514	387,727	387,727	387,727
Other Revenues	33,467,812	21,659,556	11,483,831	16,001,016
Interest Earnings/Special Assessments	462,238	115,700	956,827	582,458
Transfers In	3,250	3,250	1,518,250	3,250
Grants	0	0	0	0
Fund Balance	0	0	0	0
TOTAL SOURCES	66,401,265	52,722,233	45,656,880	48,928,447
USES				
Salaries & Wages	3,308,496	3,983,604	3,805,376	4,065,250
Employee Benefits & Payroll Taxes	1,429,661	1,765,587	1,599,947	1,877,091
Materials & Supplies	1,081,408	924,407	914,353	1,011,735
Utilities & Other Outside Services	10,515,727	6,160,666	6,123,003	6,085,138
Debt Service, Property Ins & Transfers Out	15,558,416	19,144,917	18,496,667	18,521,606
Operating Capital Equipment	612,133	538,163	645,727	615,166
Capital Improvements	6,119,394	28,453,210	11,000,000	20,155,865
TOTAL FUND	38,625,235	60,970,554	42,585,073	52,331,850
Net Operating Surplus (Deficit)	27,776,030	(8,248,321)	3,071,807	(3,403,404)
Projected Ending Fund Balance:	\$24,724,020		\$27,795,827	\$24,392,424
CAPITAL:				
SOURCES				
Bond Proceeds	32,986,127	11,361,149	11,361,149	15,926,446
Other Revenues/Transfers In	0	0	0	700
Interest Earnings/Special Assessments	0	0	0	566,758
Appropriated from Operating Fund Balance	0	0	0	0
TOTAL CIP SOURCES	32,986,127	11,361,149	11,361,149	16,493,904
USES				
WP CIP Improvements	5,507,261	11,361,149	11,587,715	16,493,904
Net Capital Surplus (Deficit)				0
TOTAL USES	38,625,235	60,970,554	42,585,073	52,331,850



WATER PROTECTION REVENUES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Fines & Charges for Services				
Residential/Commercial Sewer Serv.	29,359,276	28,000,000	24,167,666	24,651,019
Sewer System Development Fee	28,500	30,000	30,000	30,000
South St. Joseph Industrial Sewer Dist.	1,756,953	2,000,000	1,917,100	1,836,700
Triumph Wholesale Sewer Serv	-	-	1,254,800	1,254,800
Nat'l Beef Wholesale Sewer	-	-	381,700	381,700
Septage Revenue	-	-	135,000	135,000
Sewer Service Charges - Retail	-	-	3,033,365	3,094,032
Sewer Service Penalties	649,046	500,000	542,745	542,745
MO DNR Fees	28,477	26,000	27,869	28,000
Admin Code Penalties	271,200	-	(180,000)	-
	<u>32,093,452</u>	<u>30,556,000</u>	<u>31,310,245</u>	<u>31,953,996</u>
Other Revenue				
Other Revenue	183,019	135,000	42,612	-
Sale of Fixed Assets	108,725	11,929	11,929	11,929
Advertising	500	500	500	500
Finance Admin Fees	10,195	11,000	10,000	11,000
Insurance Proceeds	36,160	-	5,000	-
Recycling Revenue	6,439	-	1,500	-
Refunds PY Expenditures	7	-	-	-
Recovery/Reimbursement	136,640	51,141	51,141	51,141
Missouri BUILD Tax Credits	374,514	387,727	387,727	387,727
Gain/Loss Sale of Investments	-	-	-	-
Bond Proceeds	<u>32,986,127</u>	<u>21,449,986</u>	<u>11,361,149</u>	<u>15,926,446</u>
Investment Earnings	<u>33,842,325</u>	<u>22,047,283</u>	<u>11,871,558</u>	<u>16,388,743</u>
EIERA Interest	9,966	-	20,022	-
MDFB Interest	3,351	700	4,700	700
IDA Bonds Interest Income	88,761	-	82,173	-
Sewer Bond Interest Income	22,148	-	264,747	-
Accrued Interest	-	-	30,384	-
Interest Income	<u>317,917</u>	<u>100,000</u>	<u>537,901</u>	<u>566,758</u>
Special Assessments	<u>442,143</u>	<u>100,700</u>	<u>939,927</u>	<u>567,458</u>
Principle	17,339	15,000	15,000	15,000
Interest Income	<u>2,756</u>	<u>-</u>	<u>1,900</u>	<u>-</u>
Grants & Entitlements	<u>20,095</u>	<u>15,000</u>	<u>16,900</u>	<u>15,000</u>
FEMA Reimbursement	-	-	-	-
SEMA Reimbursement	-	-	-	-
EPA Wastewater Grant	-	-	-	-
Interfund Transfers In	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Transfer from Spec Alloc	-	-	1,515,000	-
Transfer from Gen Fund	-	-	-	-
Transfer from Landfill Fund	<u>3,250</u>	<u>3,250</u>	<u>3,250</u>	<u>3,250</u>
Transfer from/(to) Fund Balance	<u>3,250</u>	<u>3,250</u>	<u>1,518,250</u>	<u>3,250</u>
Fund Balance Appropriation	-	-	-	-
Total	<u>66,401,265</u>	<u>52,722,233</u>	<u>45,656,880</u>	<u>48,928,447</u>

	EXPENDITURES			
Salaries & Wages				
Base Salaries/Wages	2,971,284	3,628,618	3,353,562	3,649,071
Salary Increases	-	-	-	-
Overtime	293,715	292,893	382,611	317,493
Temporary & PT Wages	23,400	43,886	43,886	43,886
Out of Title Pay	19,359	16,906	24,017	53,500
Sick Leave Buy Back	<u>738</u>	<u>1,300</u>	<u>1,300</u>	<u>1,300</u>
Employee Benefits	<u>3,308,496</u>	<u>3,983,604</u>	<u>3,805,376</u>	<u>4,065,250</u>
Lagers Pension Contribution	344,036	465,731	433,274	493,224
FICA Contribution	205,461	246,036	228,982	253,376
FICA Medicare	48,052	57,541	53,553	60,278
457 Employer Match Plan	17,662	19,110	19,110	23,400
Health Insurance	573,002	702,925	602,564	762,648
Dental Insurance	20,617	27,092	27,092	27,881
Federal Health Reinsurer Tax	-	-	-	-

WATER PROTECTION EXPENDITURES

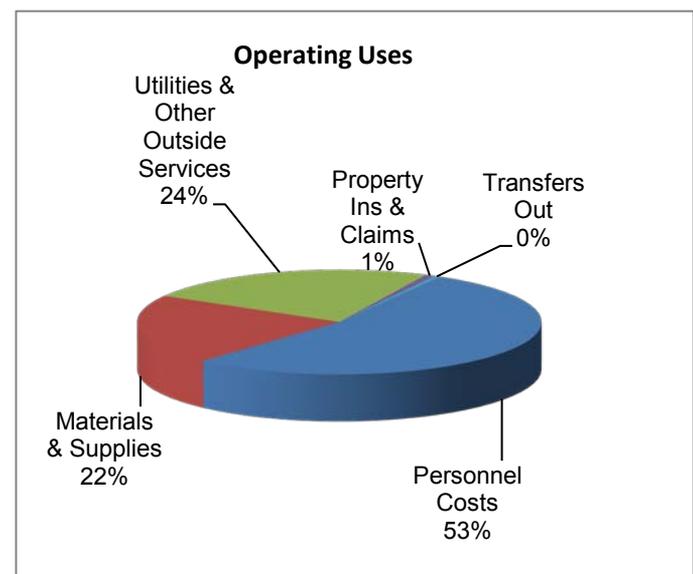
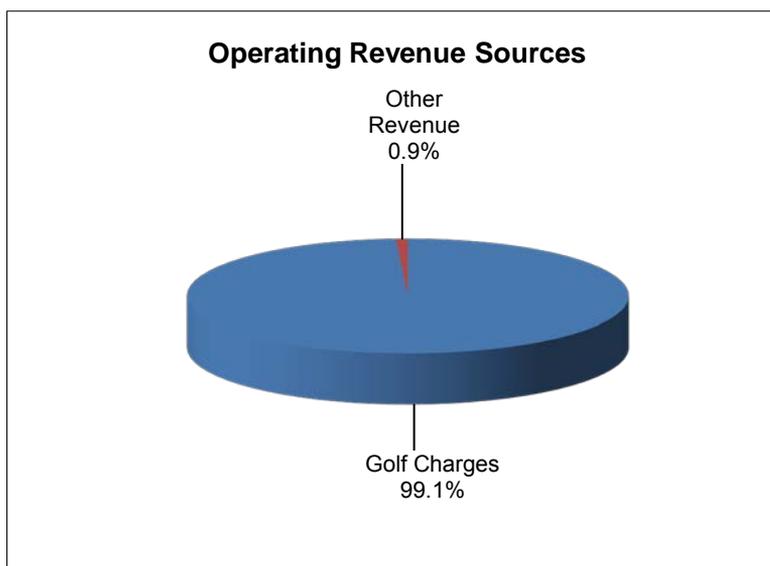
	2017-18	2018-19		2019-20
	Actual	Adopted	Estimated	Budget
		Budget	Actual	
Life Insurance	9,819	12,192	12,154	12,577
Unemployment	1,231	515	515	-
Long Term Disability	7,626	9,761	9,021	10,059
Workers Compensation	135,940	158,734	147,732	167,698
Confer/Train/Travel	66,216	65,950	65,950	65,950
	<u>1,429,661</u>	<u>1,765,587</u>	<u>1,599,947</u>	<u>1,877,091</u>
Materials & Supplies				
Office Supplies	15,563	10,600	9,600	16,600
Janitorial Supplies	11,717	13,000	13,000	15,000
Safety Equip/Clothing	99,309	42,000	42,000	74,500
Wastewater Treatment Chemicals	410,784	456,635	393,047	468,635
Motor Fuel and Lubricants	126,121	175,000	161,934	158,000
Minor Equipment	342,604	162,772	230,372	198,500
Street Maintenance Supplies	62,631	60,000	60,000	75,000
Other Materials/Supplies	12,680	4,400	4,400	5,500
	<u>1,081,408</u>	<u>924,407</u>	<u>914,353</u>	<u>1,011,735</u>
Services				
Employment Services	96,402	70,600	82,548	80,500
Professional Services	5,335,665	779,300	779,300	788,300
Other Professional Services	-	-	-	-
Memberships	15,456	11,485	11,485	20,600
Periodicals & Books	360	1,500	1,500	1,500
Telephone Service	29,041	30,185	30,085	31,505
Postage	121,002	141,300	121,300	142,025
Freight	2,528	5,000	5,000	6,000
Advertising	4,033	1,000	1,000	2,000
Permits & Recording Fees	6,420	2,300	2,300	2,300
Printing & Binding	19,585	22,600	22,600	22,600
Gas Service	141,129	165,000	150,149	125,000
Electric Service	1,564,531	1,556,725	1,454,820	1,300,000
Water Service	83,952	50,000	87,094	90,000
Vehicle/Equipment Rental	158,435	45,909	165,909	45,910
M&R - Office Equipment	196,841	118,463	118,463	118,463
M&R - Building & Facilities	1,329,149	1,440,356	1,468,071	1,522,641
M&R - Machinery & Equipment	5,935	12,500	12,500	50,000
M&R - Motor Vehicles	144,088	200,000	200,000	200,000
M&R - Communications Equipment	50,128	68,200	68,200	68,200
Major Repairs & Replacements	734,961	960,443	852,879	987,794
Towing Service	150	2,500	2,500	2,500
Laundry Services	26,000	27,000	27,000	27,000
Sewer Conn Disconnect Fees	-	-	100,000	140,000
Solid Waste Disposal Services	3,497	3,650	3,650	3,650
MO DNR Fees	283,410	275,000	315,000	275,000
Special Contributions/Services	-	-	-	-
Other Services	163,031	169,650	39,650	31,650
	<u>10,515,727</u>	<u>6,160,666</u>	<u>6,123,003</u>	<u>6,085,138</u>

WATER PROTECTION EXPENDITURES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Other Charges				
Bad Debt Expense	438,912	500,000	550,000	500,000
Principal	7,385,900	9,892,660	9,601,500	9,957,900
Interest	4,069,358	5,390,014	4,837,219	4,903,310
Other Debt Charges	1,446,557	886,870	886,870	802,945
Bond Issuance Cost Amortization	-	26,500	26,500	26,500
Insurance	181,368	165,231	165,231	187,250
Claims	45,721	51,000	51,000	51,000
Transfer to General Fund	1,908,310	2,148,352	1,939,830	2,044,411
Transfer to Aviation Fund	48,290	48,290	48,290	48,290
Transfer to Capital Projects Fund	-	-	390,227	-
Transfer to General Fund - Computer	34,000	36,000	-	-
	<u>15,558,416</u>	<u>19,144,917</u>	<u>18,496,667</u>	<u>18,521,606</u>
Capital Outlay & Public Improvements				
Office Equipment	-	-	-	-
Motor Vehicles	24,003	-	107,564	170,000
Machinery & Equipment	470,237	538,163	538,163	445,166
Radio & Communications Equipment	117,893	-	-	-
Software Purchases	-	-	-	-
Buildings	52,927	-	-	-
Improvements other than Buildings	5,363,583	28,453,210	11,000,000	20,155,865
Streets, Curbs & Sidewalks	7,913	-	-	-
Land	82,838	-	-	-
	<u>6,119,394</u>	<u>28,991,373</u>	<u>11,645,727</u>	<u>20,771,031</u>
Total	<u>38,013,102</u>	<u>60,970,554</u>	<u>42,585,073</u>	<u>52,331,850</u>

MUNICIPAL GOLF COURSE FUND SUMMARY

	201-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$ 21,149		\$ 21,943	\$ 21,939
SOURCES				
Golf Charges	668,981	736,300	706,203	692,900
Other Revenue	6,006	6,000	6,000	6,000
Investment Earnings	(257)	100	(355)	100
Transfer In	196,824	47,360	107,500	66,832
Fund Balance Appropriation	-	-	-	-
TOTAL SOURCES	<u>871,555</u>	<u>789,760</u>	<u>819,348</u>	<u>765,832</u>
USES				
Salaries & Wages	334,523	335,043	326,055	324,296
Employee Benefits & Payroll Taxes	89,761	100,268	98,538	92,712
Materials & Supplies	210,184	171,100	179,040	168,900
Utilities & Other Outside Services	204,892	158,222	207,580	185,472
Property Ins & Claims	4,729	5,640	5,140	5,892
Transfers Out	24,409	3,000	3,000	4,000
Operating Capital Equipment	2,263	-	-	6,500
TOTAL USES	<u>870,761</u>	<u>773,273</u>	<u>819,352</u>	<u>787,772</u>
Net Surplus (Deficit)	794		(3)	(21,940)
Projected Ending Fund Balance:	21,943		21,939	0



MUNICIPAL GOLF COURSE FUND

REVENUES

	201-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services				
Golf Daily Surcharge	14,106	17,000	15,401	16,000
Membership Surcharge	23,058	25,200	22,556	25,200
Daily Green Fees	82,699	90,000	108,239	85,000
Annual Golf Fees	85,170	100,000	87,982	90,000
Locker Rental Fees	3,828	3,900	3,753	3,900
Tournament Green Fees	34,652	41,600	36,809	41,600
Golf Cart Rental	166,362	185,000	156,836	155,000
Summer Juniors' Camp Program	-	1,000	1,000	200
Meeting/Banquet Room Rental	19,975	19,000	22,915	22,000
Driving Range	12,838	20,000	12,004	15,000
Golf Pro Shop	68,430	62,000	69,413	68,000
Golf Simulator-League	3,729	4,600	3,420	4,000
Golf Simulator-Range Play	276	500	365	500
Golf Simulator-Special Event	612	1,500	510	1,500
Golf Concessions	153,247	165,000	165,000	165,000
	<u>668,981</u>	<u>736,300</u>	<u>706,203</u>	<u>692,900</u>
Other Revenue				
Donations	3,723	3,000	3,000	3,000
Insurance Proceeds	-	-	-	-
Recovery/Reimbursements	-	-	-	-
Gift Certificate Revenue	1,829	3,000	3,000	3,000
Other Revenue, Long/Short	454	-	-	-
	<u>6,006</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
Investment Earnings				
Interest Income	(257)	100	(355)	100
	<u>(257)</u>	<u>100</u>	<u>(355)</u>	<u>100</u>
Interfund Transfers				
Transfer from General Fund	196,824	47,360	107,500	66,832
	<u>196,824</u>	<u>47,360</u>	<u>107,500</u>	<u>66,832</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>871,555</u>	<u>789,760</u>	<u>819,348</u>	<u>765,832</u>

MUNICIPAL GOLF COURSE FUND

EXPENDITURES

	201-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	195,834	204,383	194,825	193,631
Salary Increases	-	-	-	-
Overtime	1,011	-	1,120	-
Sick Leave Buy Back	932	365	935	365
Temporary Part-Time Wages	136,746	130,295	129,175	130,300
	<u>334,523</u>	<u>335,043</u>	<u>326,055</u>	<u>324,296</u>
Employee Benefits				
Lagers Pension Contribution	20,792	24,117	22,989	23,623
FICA Contribution	20,359	20,750	20,157	20,084
FICA Medicare	4,761	4,853	4,714	4,697
457 Employer Match Plan	1,500	1,560	1,560	1,170
Health Insurance	30,632	32,318	32,318	26,604
Dental Insurance	1,104	1,246	1,246	1,059
Federal Health Reinsurer Tax	-	-	-	-
Life Insurance	638	687	686	960
Unemployment Claims	1,371	-	-	-
Long Term Disability	462	550	524	758
Workers Compensation	7,975	13,387	13,390	12,957
Car Mileage	-	300	300	300
Confer/Train/Travel	166	500	653	500
	<u>89,761</u>	<u>100,268</u>	<u>98,538</u>	<u>92,712</u>
Materials & Supplies				
Office Supplies	1,824	1,000	1,000	500
Janitorial Supplies	1,650	1,500	1,500	2,100
Recreation Supplies	29,651	22,000	22,000	16,600
Safety Equipment/Clothing	260	100	100	100
Motor Fuel and Lubricants	22,595	17,500	25,440	22,100
Minor Equipment	4,828	4,000	4,000	3,000
Materials for Resale	86,243	85,000	81,400	82,500
Other Supplies	63,132	40,000	43,600	42,000
	<u>210,184</u>	<u>171,100</u>	<u>179,040</u>	<u>168,900</u>
Services				
Professional Services	11,780	10,000	10,000	8,500
Memberships/Books	859	800	860	800
Periodicals/Books	-	-	520	-
Communication Services	5,350	3,500	4,700	5,100
Postage	30	50	50	50
Freight	-	-	-	-
Advertising	3,709	3,800	3,800	3,800
Licenses/Permits	1,483	1,300	1,300	1,300
Printing & Binding	754	600	600	200
Gas Service	2,787	1,500	2,905	3,000
Electric Service	15,310	10,000	12,228	12,500
Water Service	82,839	53,000	86,000	71,000
Vehicle/Equipment Rent	48,433	51,272	56,447	57,722
M&R Office Equipment	-	-	-	-
M&R - Building & Facilities	18,070	10,000	15,600	9,400

MUNICIPAL GOLF COURSE FUND

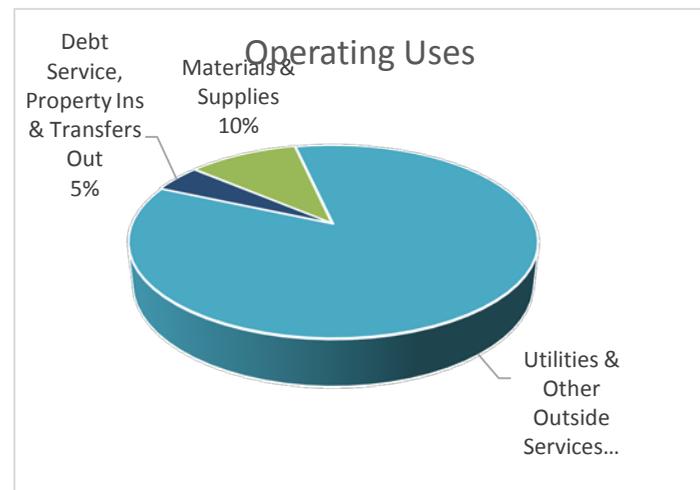
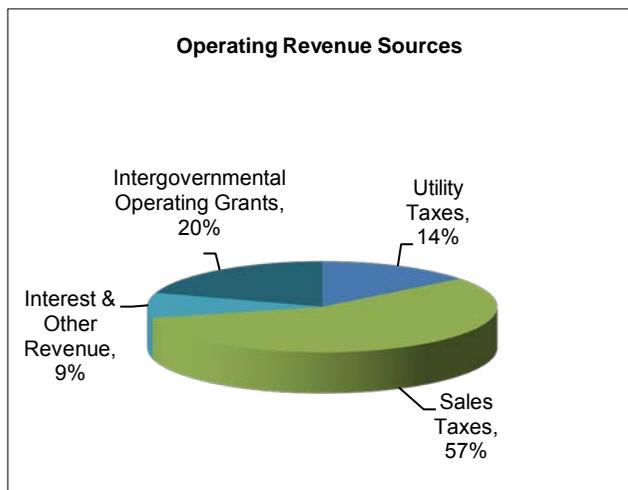
EXPENDITURES

	201-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
M&R - Machinery & Equipment/Commun	13,043	12,000	12,000	12,000
M&R - Motor Vehicles	130	100	100	100
Laundry Services	315	300	470	-
Other Services	-	-	-	-
	<u>204,892</u>	<u>158,222</u>	<u>207,580</u>	<u>185,472</u>
Other Charges				
Debt Service (Equipment Lease)	-	-	-	-
Debt Service Interest	-	-	-	-
Insurance	4,729	5,140	5,140	5,392
Judgement & Claims	-	500	-	500
Transfer to General Fund	21,409	-	-	-
Transfer to General Fund - Computer	3,000	3,000	3,000	4,000
	<u>29,138</u>	<u>8,640</u>	<u>8,140</u>	<u>9,892</u>
Capital Outlay				
Machinery & Equipment	2,263	-	-	-
Improv Other Than Buildings	-	-	-	6,500
Streets, Curbs, Sidewalks	-	-	-	-
	<u>2,263</u>	<u>0</u>	<u>0</u>	<u>6,500</u>
Total	<u>870,761</u>	<u>773,273</u>	<u>819,352</u>	<u>787,772</u>

MASS TRANSIT FUND SUMMARY

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$19,704,608		\$22,086,454	\$24,079,351
SOURCES				
Utility Taxes	1,232,496	1,176,100	1,129,250	1,214,100
Sales Taxes	4,644,256	4,687,100	4,687,100	4,767,950
Charges for Services	321,873	291,300	291,300	296,300
Other Revenue	30,853	3,500	3,500	3,500
Investment Earnings	254,216	8,500	483,459	454,000
Intergovernmental Operating Grants	1,648,490	1,688,500	1,688,500	1,688,500
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	8,132,185	7,855,000	8,283,109	8,424,350
USES				
Employee Travel & Training	6,007	13,200	13,200	6,700
Materials & Supplies	430,894	724,995	473,234	728,695
Utilities & Other Outside Services	4,905,789	4,984,849	5,353,372	6,023,462
Debt Service, Property Ins & Transfers Out	407,649	280,145	450,405	321,910
TOTAL FUND	5,750,339	6,003,189	6,290,212	7,080,767
Net Surplus (Deficit)	2,381,846	1,851,811	1,992,897	1,343,583
ENDING TRANSIT FUND BALANCE:	\$22,086,454		\$24,079,351	\$25,422,934

SOURCES				
Grants & Entitlements	0	5,415,400	5,415,400	6,329,000
Appropriated from Fund Balance	4,436,892	0	0	0
TOTAL SOURCES	4,436,892	5,415,400	5,415,400	6,329,000
USES				
Transit CIP Projects	4,436,892	7,910,000	7,910,000	8,755,000
Net Capital Surplus (Deficit)	0	(2,494,600)	(2,494,600)	(2,426,000)
ENDING CIP FUND BALANCE:	0	(2,494,600)	(2,494,600)	(4,920,600)



MASS TRANSIT FUND

REVENUES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Utility Franchise Fees				
Gas	236,978	220,000	231,750	230,000
Electric	804,014	780,000	713,400	780,000
Water	168,457	153,000	161,000	181,000
Utility Taxes - TIF portion	23,048	23,100	23,100	23,100
	<u>1,232,496</u>	<u>1,176,100</u>	<u>1,129,250</u>	<u>1,214,100</u>
Sales Tax				
Sales Tax	4,995,008	5,008,000	5,008,000	5,113,000
Sales Tax Contra Account	(1,163,545)	(1,150,000)	(1,150,000)	(1,174,150)
EATS (TIF generated sales tax)	812,793	829,100	829,100	829,100
	<u>4,644,256</u>	<u>4,687,100</u>	<u>4,687,100</u>	<u>4,767,950</u>
Charges for Services				
Fare Box Revenue	172,674	175,000	175,000	175,000
Ticket Sales - Adult	89,330	50,000	50,000	50,000
Ticket Sales - Youth	2,228	2,000	2,000	2,000
Ticket Sales - Senior/Handicapped	38,815	38,000	38,000	38,000
Ticket Sales - Commissions	5,943	7,500	7,500	7,500
Token Transit Program	-	-	-	5,000
ID Cards	884	800	800	800
Advertising	12,000	18,000	18,000	18,000
	<u>321,873</u>	<u>291,300</u>	<u>291,300</u>	<u>296,300</u>
Other Revenue				
Recovery/Reimbursements	693	-	-	-
Concessions	2,587	3,500	3,500	3,500
Insurance Proceeds	-	-	-	-
Refund Prior Yr Expense	-	-	-	-
Other Revenue	27,071	-	-	-
Sale of Fixed Assets	-	-	-	-
Recycling Revenue	503	-	-	-
	<u>30,853</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
Investment Earnings				
Interest Income	254,216	8,500	483,459	454,000
	<u>254,216</u>	<u>8,500</u>	<u>483,459</u>	<u>454,000</u>
Intergovernmental				
Federal Transit Authority - Capital	122,770	5,415,400	5,415,400	6,329,000
Federal Transit Authority - Operations	1,505,130	1,688,500	1,688,500	1,688,500
American Rec Reinvest Capital	-	-	-	-
State Operating Grant	20,589	-	-	-
	<u>1,648,490</u>	<u>7,103,900</u>	<u>7,103,900</u>	<u>8,017,500</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>8,132,185</u>	<u>13,270,400</u>	<u>13,698,509</u>	<u>14,753,350</u>

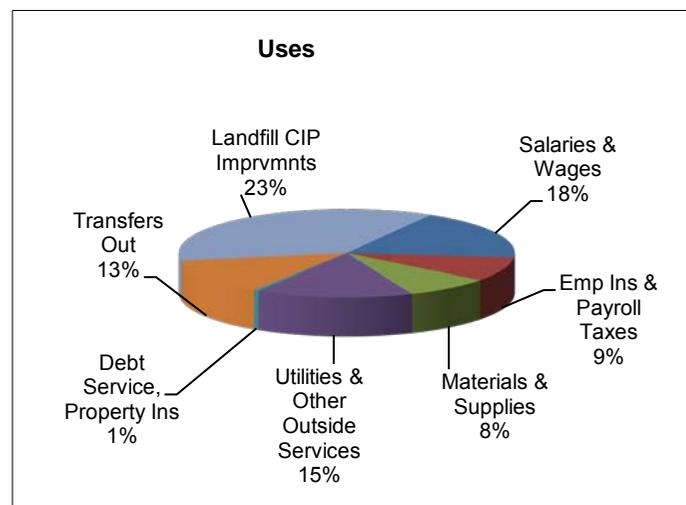
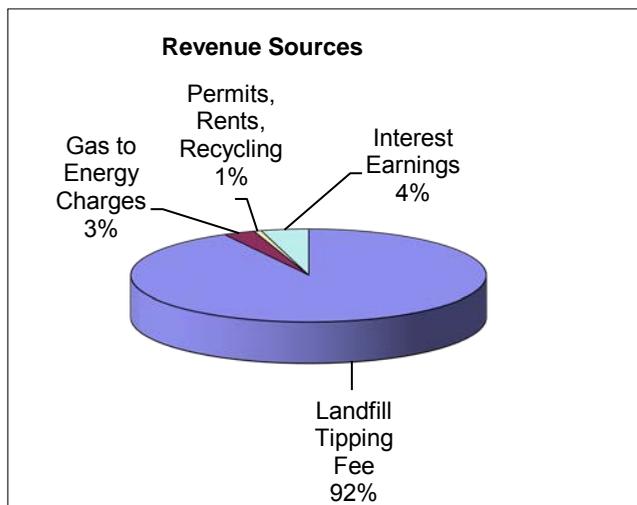
MASS TRANSIT FUND

EXPENDITURES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Employee Benefits				
Car/Mileage Allow	-	1,500	1,500	-
Confer/Train/Travel	6,007	11,700	11,700	6,700
	<u>6,007</u>	<u>13,200</u>	<u>13,200</u>	<u>6,700</u>
Materials & Supplies				
Office Supplies	6,454	9,500	3,300	9,500
Janitorial Supplies	6,039	8,000	2,300	10,000
Safety Equip/Clothing	19,487	18,300	16,700	20,000
Other Material & Supplies	-	-	-	-
Motor Fuel and Lubricants	397,033	686,695	448,434	686,695
Minor Equipment	1,881	2,500	2,500	2,500
	<u>430,894</u>	<u>724,995</u>	<u>473,234</u>	<u>728,695</u>
Services				
Professional Services	269,237	289,642	277,642	308,146
Memberships	2,950	3,000	2,500	3,000
Periodicals & Books	-	250	250	250
Communications Services	13,798	30,730	13,000	30,730
Postage	515	1,000	300	1,000
Advertising	35,486	25,000	17,610	45,000
Permits & Recording Fees	547	950	387	950
Printing & Binding	6,972	12,000	3,177	12,000
Gas Service	13,337	17,400	16,416	16,425
Electric Service	20,922	16,000	18,977	19,000
Water Service	10,115	8,000	9,463	11,000
Vehicle/Equipment Rental	610	9,535	1,133	9,535
M&R - Office Equipment	750	2,420	2,420	2,420
M&R - Building & Facilities	84,416	122,000	43,104	97,000
M&R - Machinery & Equipment	3,632	7,000	1,576	7,000
M&R - Motor Vehicles	420,015	345,000	345,000	345,000
M&R - Communications Equipment	11,326	17,000	612	17,000
Major Repairs & Replacements	-	35,000	-	35,000
Towing Service	7,060	2,500	2,500	2,500
Laundry Services	10,263	10,000	4,582	10,000
Solid Waste Disposal Services	559	600	600	600
Other Services	3,993,281	4,029,822	4,592,124	5,049,906
	<u>4,905,789</u>	<u>4,984,849</u>	<u>5,353,372</u>	<u>6,023,462</u>
Other Charges				
Insurance	156,143	149,010	90,551	183,690
Judgment & Claims	-	-	-	-
Transfer to Capital Programs	-	-	228,719	-
Transfer to Computer Network	12,000	12,000	12,000	10,000
Transfer to General Fund	239,506	119,135	119,135	128,220
	<u>407,649</u>	<u>280,145</u>	<u>450,405</u>	<u>321,910</u>
Capital Outlay & Public Improvements				
Office Equipment & Furniture	-	-	-	-
Motor Vehicles	3,890,528	6,750,000	6,750,000	6,785,000
Machinery & Equipment	18,890	30,000	30,000	213,000
Radio & Comm Equipment	99,163	-	-	-
Land	-	-	-	600,000
Buildings	112,940	349,000	349,000	210,000
Improv. Other Than Buildings	315,371	781,000	781,000	947,000
	<u>4,436,892</u>	<u>7,910,000</u>	<u>7,910,000</u>	<u>8,755,000</u>
Total	<u>10,187,230</u>	<u>13,913,189</u>	<u>14,200,212</u>	<u>15,835,767</u>

LANDFILL FUND SUMMARY

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$2,682,045		\$4,640,509	\$4,884,387
SOURCES				
Permits	3,895	2,500	2,000	2,500
Rents	4,464	4,500	4,500	4,500
Landfill Tipping Fee	4,614,989	4,600,000	4,971,592	5,100,000
Gas to Energy Charges	140,250	160,000	159,293	160,000
Other Revenue	1,417	1,300	1,300	1,300
Recycling Revenue	46,334	30,000	29,000	29,000
Investment Earnings	134,112	60,100	238,350	238,600
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	4,945,461	4,858,400	5,406,035	5,535,900
USES - Operating				
Salaries & Wages	800,488	882,270	894,689	933,066
Employee Benefits & Payroll Taxes	339,921	395,037	385,854	447,157
Materials & Supplies	312,333	457,250	362,243	418,650
Utilities & Other Outside Services	600,909	605,732	737,204	770,630
Debt Service, Property Ins	21,735	20,620	20,620	25,585
Transfers Out	623,672	620,142	720,142	660,090
Capital Outlay	0	0	0	0
TOTAL OPERATING USES	2,699,057	2,981,051	3,120,752	3,255,178
USES - Capital Improvements				
Landfill CIP Improvements in Capital Project Program	287,940	1,102,000	2,041,405	1,839,000
TOTAL USES	2,986,997	4,083,051	5,162,157	5,094,178
Net Surplus/(Deficit):	1,958,464	775,349	243,878	441,722
LANDFILL FUND BALANCE:	4,640,509		\$4,884,387	\$5,326,109



LANDFILL FUND

REVENUES

	2017-18	2018-19		2019-20	
	Actual	Adopted Budget	Estimated Actual	Budget	
Permits					
Trash Hauler Permits	3,895	2,500	2,000	#	2,500
	3,895	2,500	2,000		2,500
Rent					
Farm Land Rent	4,464	4,500	4,500	#	4,500
	4,464	4,500	4,500		4,500
Charges for Services					
Landfill Tipping Fees	4,614,989	4,600,000	4,971,592	#	5,100,000
Gas to Energy Sales	140,250	160,000	159,293	#	160,000
	4,755,239	4,760,000	5,130,885		5,260,000
Other Revenue					
Recycling Revenue	46,334	30,000	29,000	#	29,000
Sale of Fixed Asset	-	-	-	#	-
Advertising	1,000	1,000	1,000	#	1,000
Recovery/Reimbursement	629	300	300	#	300
Other	(212)	-	-	#	-
	47,752	31,300	30,300		30,300
Investment Earnings					
Interest Income	116,681	60,000	238,250	#	238,500
Interest on Accounts Receivable	17,431	100	100	#	100
	134,112	60,100	238,350		238,600
Transfer from/(to) Fund Balance					
Fund Balance Appropriation	-	-	-	#	-
Total	<u>4,945,461</u>	<u>4,858,400</u>	<u>5,406,035</u>		<u>5,535,900</u>

EXPENDITURES

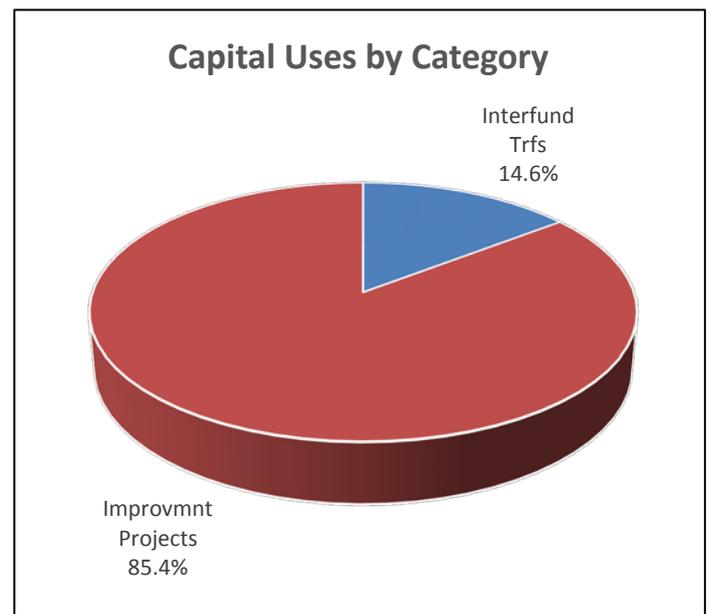
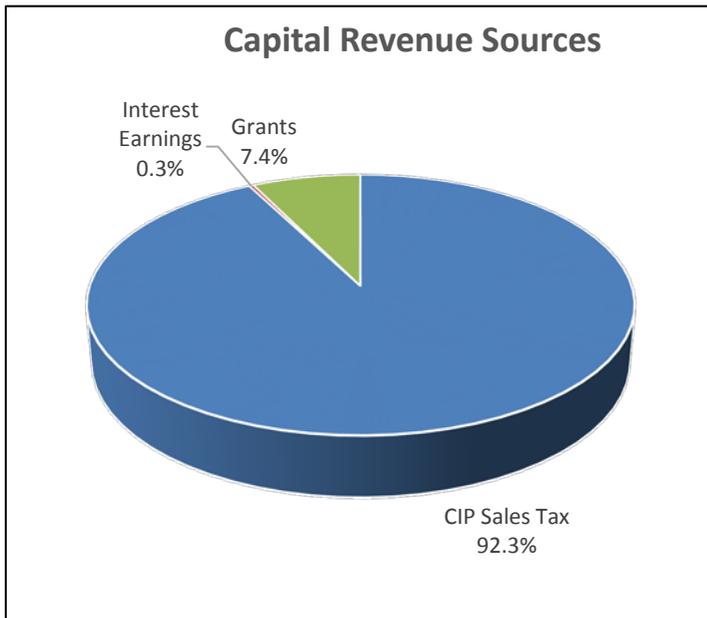
Salaries & Wages					
Base Salaries/Wages	754,509	832,195	844,614	#	859,342
Salary Adjustment	-	-	-	#	-
Overtime	45,082	48,925	48,925	#	72,575
Out of Title Pay	-	-	-	#	-
Sick Leave Buy Back	897	1,150	1,150	#	1,150
	800,488	882,270	894,689		933,067
Employee Benefits					
Lagers Pension Contribution	83,569	103,972	105,438	#	113,834
FICA Contribution	49,702	54,629	55,399	#	57,850
FICA Medicare	11,624	12,777	12,957	#	13,529
457 Employer Plan Match	5,075	5,460	5,460	#	7,020
Health Insurance	143,352	161,592	149,461	#	195,096
Dental Insurance	5,166	6,228	6,228	#	7,058
Federal Health Reinsurer Tax	-	-	-	#	-
Life Insurance	2,478	2,796	2,798	#	2,970
Unemployment Claims	-	-	-	#	-
Long Term Disability	1,859	2,239	2,272	#	2,376
Workers Compensation	33,219	35,244	35,741	#	37,323
Confer/Train/Travel	3,876	10,100	10,100	#	10,100

LANDFILL FUND EXPENDITURES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Office Supplies	5,367	5,100	5,100	5,100
Janitorial Supplies	3,741	2,600	2,600	2,600
Safety Equip/Clothing	4,753	5,350	5,750	5,350
Motor Fuel and Lubricants	248,723	350,000	283,193	350,000
Minor Equipment	21,101	15,500	25,500	15,500
Street Maintenance Supplies	22,177	60,000	30,000	30,000
Other Materials/Supplies	6,471	18,700	10,100	10,100
	<u>312,333</u>	<u>457,250</u>	<u>362,243</u>	<u>418,650</u>
Services				
Professional Services	261,644	282,314	300,000	175,000
Memberships	976	800	800	800
Periodicals & Books	-	500	500	500
Telephone Service	5,966	6,380	6,380	6,380
Postage	158	500	500	500
Freight	3,014	2,000	2,000	2,000
Advertising	18,855	12,000	12,000	12,000
Permits & Recording Fees	2,275	4,400	4,400	4,400
Printing & Binding	2,411	2,700	2,700	2,700
Gas Service	4,940	5,000	5,914	6,000
Electric Service	9,554	10,000	9,560	10,000
Water Service	1,466	600	1,499	1,500
Vehicle/Equipment Rental	411	700	700	700
M&R - Office Equipment	-	1,600	1,600	1,600
M&R - Building & Facilities	6,760	7,500	7,500	7,500
M&R - Machinery & Equipment	152,214	78,600	120,500	120,500
M&R - Motor Vehicles	16,143	20,000	15,000	20,000
M&R - Communications Equipment	5,106	4,000	3,500	4,000
Major Repairs & Replacements	31,463	23,988	30,000	50,000
Towing Services	35	200	200	200
Laundry Services	4,333	5,250	5,250	5,250
MO DNR Fees	(17,022)	50,000	150,000	250,000
Other Services	90,208	86,700	56,700	89,100
	<u>600,909</u>	<u>605,732</u>	<u>737,204</u>	<u>770,630</u>
Other Charges				
Other Debt Charges	-	-	-	-
Insurance	20,624	18,620	18,620	23,585
Judgments & Claims	1,111	2,000	2,000	2,000
Transfer to General Fund	615,422	610,892	710,892	649,840
Transfer to SIMR Fund	-	-	-	-
Transfer to Water Protection	3,250	3,250	3,250	3,250
Transfer to General Fund - Computer	5,000	6,000	6,000	7,000
	<u>645,407</u>	<u>640,762</u>	<u>740,762</u>	<u>685,675</u>
Capital Outlay & Public Improvements				
Motor Vehicles	-	-	-	-
Machinery & Equipment	83,982	12,000	951,405	1,069,000
Land	-	400,000	400,000	400,000
Improvements Other than Buildings	203,958	690,000	690,000	370,000
	<u>287,940</u>	<u>1,102,000</u>	<u>2,041,405</u>	<u>1,839,000</u>
Total	<u>2,986,997</u>	<u>4,083,051</u>	<u>5,162,157</u>	<u>5,094,179</u>

CAPITAL PROJECTS FUND SUMMARY

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$1,963,279		\$1,730,273	3,018,047
SOURCES				
CIP Sales Tax	5,980,599	6,011,000	6,011,000	6,011,000
Other Misc Revenues	4,862,300	-	2,382,350	-
Interest Earnings	108,677	20,000	105,691	20,000
Intergovernmental/Grants	262,460	882,000	672,000	480,000
Transfer from General Fund	761,987	354,500	354,500	-
Transfer from Gaming Fund	-	-	390,227	-
Transfer from CDBG Fund	-	-	228,719	-
Transfer from Museum Fund	-	-	-	-
Appropriation from Fund Balance	-	6,483,592	-	-
TOTAL SOURCES	<u>11,976,023</u>	<u>13,751,092</u>	<u>10,144,487</u>	<u>6,511,000</u>
USES				
Professional Services/Materials & Supplies	188,971	-	-	-
Interfund Trfs	218,512	940,000	-	1,204,200
Capital Equip	-	-	-	-
Improvmt Projects	11,801,547	6,780,092	8,856,713	7,044,705
TOTAL USES	<u>12,209,029</u>	<u>7,720,092</u>	<u>8,856,713</u>	<u>8,248,905</u>
Net Surplus (Deficit)	<u>(233,006)</u>	<u>6,031,000</u>	<u>1,287,774</u>	<u>(1,737,905)</u>
Projected Ending Fund Balance:	\$1,730,273		\$3,018,047	1,280,142



CAPITAL PROJECTS FUND

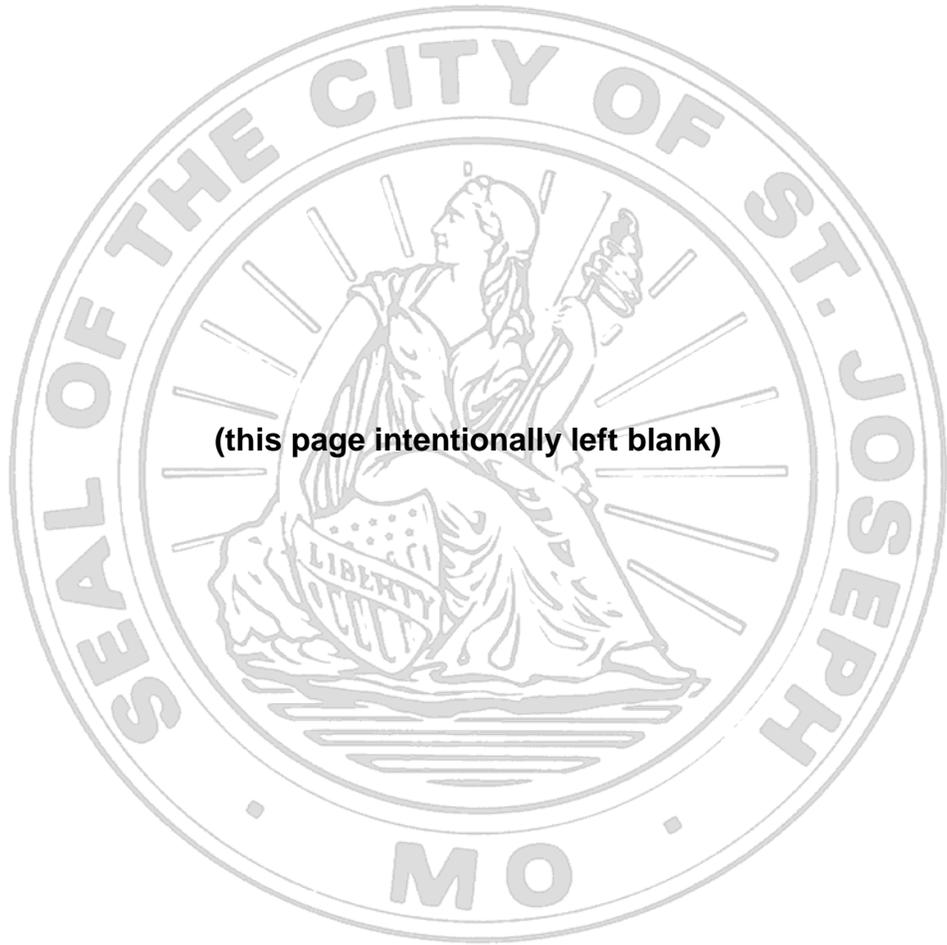
REVENUES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Sales Tax				
Sales Tax	6,660,014	6,678,000	6,678,000	6,678,000
Sales Tax Contra Account	(1,551,394)	(1,541,400)	(1,541,400)	(1,541,400)
EATS	871,979	874,400	874,400	874,400
	<u>5,980,599</u>	<u>6,011,000</u>	<u>6,011,000</u>	<u>6,011,000</u>
Other Revenue				
Insurance Proceeds	10,000	-	-	-
Donations	406,800	-	10,000	-
Recovery/Reimbursement	-	-	119,350	-
MO Levee Project	4,445,500	-	-	-
Developer Contributions	-	-	13,000	-
Capital Lease Proceeds	-	-	2,240,000	-
	<u>4,862,300</u>	<u>-</u>	<u>2,382,350</u>	<u>-</u>
Investment Earnings				
Interest Income	108,677	20,000	105,691	20,000
	<u>108,677</u>	<u>20,000</u>	<u>105,691</u>	<u>20,000</u>
Intergovernmental				
Buchanan County Streets	-	-	210,000	-
Bode Trust	-	-	330,000	-
MO DNR Parks	-	-	-	-
Trans Enhancement Grant	-	-	-	-
STP/FHWA Grant	262,460	882,000	132,000	480,000
FTA/CPG Grant	-	-	-	-
Buchanan County 911	-	-	-	-
FEMA Reimbursement Fund	-	-	-	-
SEMA Homeland Security Grant	-	-	-	-
Miscellaneous Grants	-	-	-	-
American Rec Reinvest Capital	-	-	-	-
	<u>262,460</u>	<u>882,000</u>	<u>672,000</u>	<u>480,000</u>
Interfund Transfers In				
Transfer from General Fund	761,987	354,500	354,500	-
Transfer from Water Protection	-	-	390,227	-
Transfer from Transit	-	-	228,719	-
Transfer from Museum Fund	-	-	-	-
	<u>761,987</u>	<u>354,500</u>	<u>973,446</u>	<u>-</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	6,483,592	7,865,717	-
	<u>-</u>	<u>6,483,592</u>	<u>7,865,717</u>	<u>-</u>
Total	<u>11,976,023</u>	<u>13,751,092</u>	<u>18,010,204</u>	<u>6,511,000</u>

CAPITAL PROJECTS FUND

EXPENDITURES

	2017-18	2018-19		2019-20
	Actual	Adopted Budget	Estimated Actual	Budget
Supplies/Services/Other				
Minor Equipment	6,608	-	-	-
Professional Services	158,222	-	-	-
License/Permits/Recording Fees	699	-	-	-
Refund Expense	-	-	-	-
Other Services	19,249	-	-	-
Advertising	4,193	-	-	-
	<u>188,971</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Outlay				
Motor Vehicles	-	-	-	-
Machinery & Equipment	-	-	-	-
Software Purchases	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Public Improvements				
Land	19,265	180,800	55,800	-
Buildings	773,351	460,210	97,725	-
Improvements other than Buildings	7,674,220	3,683,082	7,186,840	7,044,705
Streets, Curbs & Sidewalks	3,334,711	2,456,000	1,516,348	-
	<u>11,801,547</u>	<u>6,780,092</u>	<u>8,856,713</u>	<u>7,044,705</u>
Interfund Transfers				
Transfer to General Fund	-	-	-	-
Transfer to Aviation	218,512	940,000	-	1,204,200
	<u>218,512</u>	<u>940,000</u>	<u>-</u>	<u>1,204,200</u>
Total	<u>12,209,029</u>	<u>7,720,092</u>	<u>8,856,713</u>	<u>8,248,905</u>



(this page intentionally left blank)

GENERAL OBLIGATION BOND INDEBTEDNESS LEGAL DEBT MARGIN DETERMINATION

The City, by agreement, has irrevocably appropriated and pledged property tax receipts in an amount sufficient to pay principal and interest on the outstanding general obligation bonds. In the event that receipts pledged are not sufficient to pay these obligations, the City is obligated to levy additional property taxes sufficient to pay these debts.

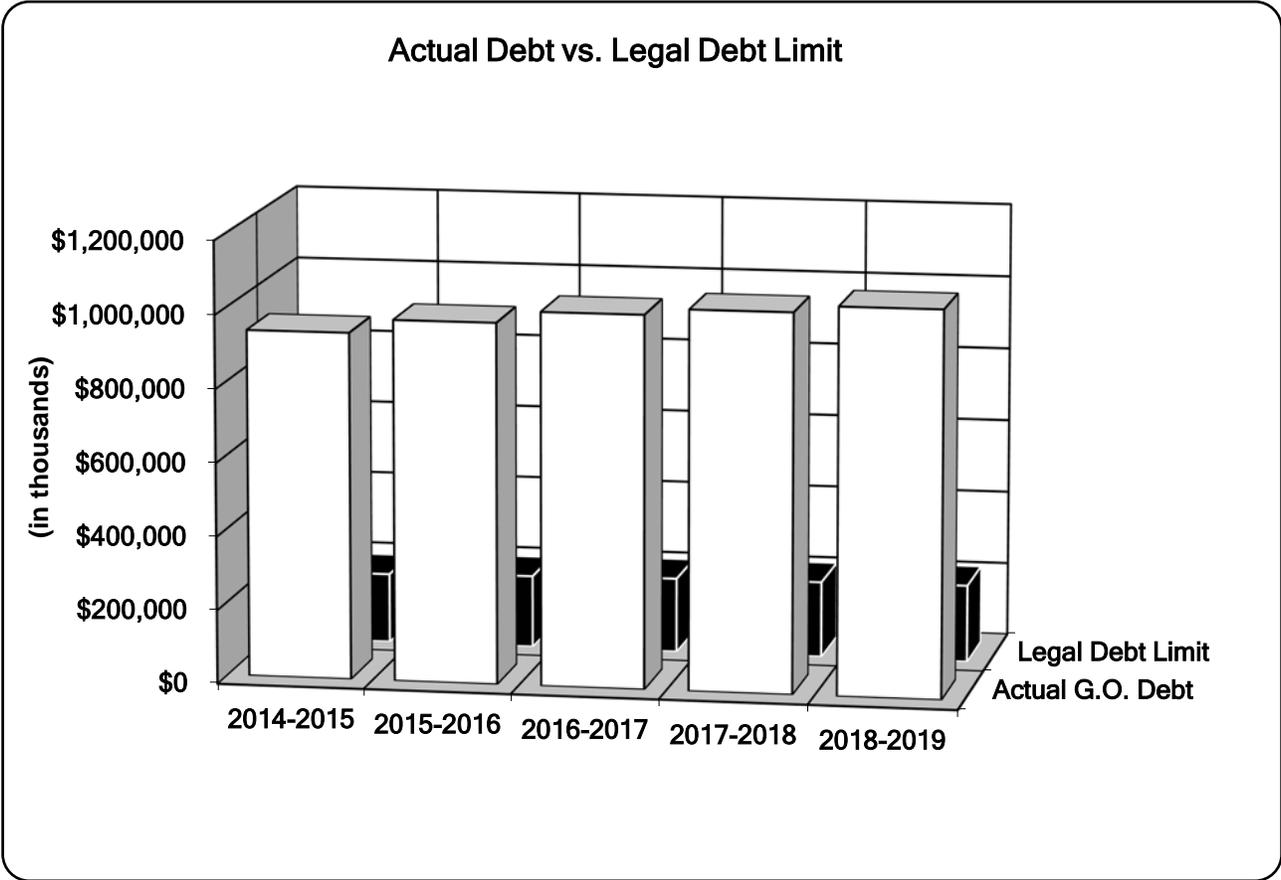
The Missouri State Constitution permits a City, by vote of two-thirds of the voting electorate, to incur general obligation indebtedness for "City Purposes" not to exceed 10% of the assessed value of taxable tangible property; and to incur additional general obligation indebtedness not to exceed, in the aggregate, an additional 10% of the assessed value of taxable tangible property, for the purpose of acquiring right-of-way, construction, extending and improving streets and avenues and/or sanitary or storm sewer systems; and an additional 10% for purchasing or constructing waterworks, electric or other light plants, provided that the total general obligation indebtedness of the City does not exceed 20% of the assessed valuation of taxable property.

Assessed Valuation at January 4, 2019		<u>\$1,049,424,110</u>
Legal Debt Margin: Any Legal "City Purpose" - Art. VI, Sec 26b		
Debt Limitation at 5% of assessed valuation.....		\$52,471,206
Additional Debt Margin: Any Legal "City Purpose" - Art. VI. Sec 26c		
Debt Limitation at 5% of assessed valuation.....		\$52,471,206
Legal Debt Margin: Streets, Storm or Sanitary Sewers - Art VI. Sec 26d		
Debt Limitation at 10% of assessed valuation.....		\$104,942,411
Debt Applicable to Limitation:		
Total General Obligation Bonded debt	\$0	
Less amount available in Debt Service Fund.....	<u>0</u>	
		0
Legal Debt Margin		<u>\$209,884,822</u>

GENERAL OBLIGATION BOND INDEBTEDNESS LEGAL DEBT MARGIN

(in thousands of dollars)

	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>
Assessed Valuation at July 1	942,350	980,423	1,012,996	1,030,563	1,049,424
Legal Debt Limit @ 20%	188,470.00	196,084.60	202,599.20	206,112.62	209,884.82
Total General Obligation Debt Amount Available from Debt Service Fund					
Actual Debt (net)	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Legal Debt Margin	<u><u>188,470.00</u></u>	<u><u>196,084.60</u></u>	<u><u>202,599.20</u></u>	<u><u>206,112.62</u></u>	<u><u>209,884.82</u></u>



SUMMARY OF EXISTING MUNICIPAL DEBT

	<u>Amount of Financing</u>		<u>Fund</u>	<u>Maturity Date</u>
	<u>At Issue Date</u>	<u>Current Balance</u>		
<i>Revenue Bonds</i>				
2003 - Sewer Revenue Bonds	777,000	215,000	Sewer	4/1/2023
2013 - SRF Bonds	14,217,922	11,443,900	Sewer	1/1/2034
2014 - SRF Bonds	56,000,000	49,121,000	Sewer	7/1/2035
2014A - SRF Bonds	28,585,000	25,059,000	Sewer	7/1/2035
2017 - SRF Bonds	66,850,000	64,115,000	Sewer	7/1/2049
2014B Sewer Revenue Bonds	5,755,000	4,825,000	Sewer	7/1/2034
2018 - Sewer Revenue Bonds	15,905,000	15,440,000	Sewer	6/1/2038
	<u>188,089,922</u>	<u>170,218,900</u>		
<i>Capital Lease Obligations</i>				
2015 - Avaya IP Phone	233,522	34,689	General	1/1/2020
2017 - Mail Machine	21,896	7,931	General	10/10/2020
2017 - Folder/Insertor	13,553	4,909	Sewer	10/10/2020
2018 - Golf Carts	120,465	85,386	Golf	2/15/2022
2018 - Golf Sprayer	32,531	23,101	Golf	3/15/2022
2019 - Energy Improvements	2,240,000	2,240,000	CIP	12/1/2033
	<u>2,661,967</u>	<u>2,396,015</u>		
<i>Other Debt</i>				
2004 - MDFB D (LEC Expansion)	2,425,000	840,000	General	3/1/2024
2008 - IDA (Mitchell Ave Project)	5,110,000	2,720,000	Spec Alloc	3/1/2029
2011 - MDFB A (Triumph 2004 Refncd)	6,685,000	2,920,000	Spec Alloc	5/1/2024
2011 - MDFB E (Sewer System)	22,275,000	17,645,000	Sewer	5/1/2036
2012 - MDFB B (2004 Refncd)	8,685,000	4,365,000	Spec Alloc	11/1/2024
2012 - MDFB C (2004C Sewer Refncd)	8,825,000	4,520,000	Sewer	11/1/2024
2015 - IDA A (Sewer System)	10,255,000	8,805,000	Sewer	4/1/2034
2015 - IDA B (2007 Refncd)	19,215,000	16,175,000	Sewer	4/1/2027
2018 - IDA (Shoppes TIF)	19,360,000	18,225,000	Spec Alloc	6/30/2028
	<u>102,835,000</u>	<u>76,215,000</u>		
<i>Total All Debt</i>	<u><u>293,586,889</u></u>	<u><u>248,829,915</u></u>		

FUTURE DEBT SERVICE REQUIREMENTS - EACH TYPE BY FUND

	Original Issue	Prior Payments	Current Balance	Remaining Total						Total Through Maturity
				2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2050	
General Fund										
2015 Avaya IP Phone System										
Principal	233,522	198,833	34,689	34,689	0	0	0	0	0	34,689
Interest		74,541		1,417	0	0	0	0	0	1,417
	<u>233,522</u>	<u>273,374</u>	<u>34,689</u>	<u>36,106</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>36,106</u>
2017 Mailing Machine										
Principal	21,896	13,965	7,931	5,601	2,330	0	0	0	0	7,931
Interest		785		99	46	0	0	0	0	145
	<u>21,896</u>	<u>14,750</u>	<u>7,931</u>	<u>5,700</u>	<u>2,376</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>8,076</u>
2004 MDFB D (LEC Expansion)										
Principal	2,425,000	1,585,000	840,000	155,000	160,000	165,000	175,000	185,000	0	840,000
Interest		1,086,405		37,800	30,825	23,625	16,200	8,325	0	116,775
	<u>2,425,000</u>	<u>2,671,405</u>	<u>840,000</u>	<u>192,800</u>	<u>190,825</u>	<u>188,625</u>	<u>191,200</u>	<u>193,325</u>	<u>0</u>	<u>956,775</u>
Principal	2,680,418	1,797,798	882,620	195,290	162,330	165,000	175,000	185,000	0	882,620
Interest		1,161,731		39,316	30,871	23,625	16,200	8,325	0	118,337
Total GF Debt	<u>2,680,418</u>	<u>2,959,529</u>	<u>882,620</u>	<u>234,606</u>	<u>193,201</u>	<u>188,625</u>	<u>191,200</u>	<u>193,325</u>	<u>0</u>	<u>1,000,957</u>
Capital Projects										
2019 Energy Improvements										
Principal	2,240,000	0	2,240,000	110,000	120,000	125,000	130,000	135,000	1,620,000	2,240,000
Interest		0		106,398	70,070	65,923	61,607	57,122	288,402	649,521
Total Capital Project Debt	<u>2,240,000</u>	<u>0</u>	<u>2,240,000</u>	<u>216,398</u>	<u>190,070</u>	<u>190,923</u>	<u>191,607</u>	<u>192,122</u>	<u>1,908,402</u>	<u>2,889,521</u>
Municipal Golf										
2013 Golf Carts Lease										
Principal	120,465	35,079	85,386	31,012	32,211	22,163	0	0	0	85,386
Interest		9,882		2,708	1,509	317	0	0	0	4,534
	<u>120,465</u>	<u>44,961</u>	<u>85,386</u>	<u>33,720</u>	<u>33,720</u>	<u>22,480</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>89,920</u>
2018 Golf Sprayer Lease										
Principal	32,531	9,430	23,101	8,011	8,450	6,640	0	0	0	23,101
Interest		1,885		1,041	602	149	0	0	0	1,792
	<u>32,531</u>	<u>11,315</u>	<u>23,101</u>	<u>9,052</u>	<u>9,052</u>	<u>6,789</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>24,893</u>
Principal	152,996	44,509	108,487	39,022	40,661	28,804	0	0	0	108,487
Interest		11,767		3,750	2,111	466	0	0	0	6,327
Total Golf Debt	<u>152,996</u>	<u>56,276</u>	<u>108,487</u>	<u>42,772</u>	<u>42,772</u>	<u>29,270</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>114,814</u>
Special Allocation (TIF)										
2008 IDA Mitchell Avenue										
Principal	5,110,000	2,390,000	2,720,000	215,000	220,000	235,000	250,000	260,000	1,540,000	2,720,000
Interest		2,388,640		149,600	137,775	125,675	112,750	99,000	263,450	888,250
	<u>5,110,000</u>	<u>4,778,640</u>	<u>2,720,000</u>	<u>364,600</u>	<u>357,775</u>	<u>360,675</u>	<u>362,750</u>	<u>359,000</u>	<u>1,803,450</u>	<u>3,608,250</u>
2011 MDFB Series A (Triumph Foods TIF)										
Principal	6,685,000	3,765,000	2,920,000	535,000	560,000	580,000	605,000	640,000	0	2,920,000
Interest		1,410,846		126,869	106,806	84,406	57,581	29,600	0	405,263
	<u>6,685,000</u>	<u>5,175,846</u>	<u>2,920,000</u>	<u>661,869</u>	<u>666,806</u>	<u>664,406</u>	<u>662,581</u>	<u>669,600</u>	<u>0</u>	<u>3,325,263</u>
2012 MDFB Series B (Triumph Foods TIF)										
Principal	8,685,000	4,320,000	4,365,000	720,000	745,000	770,000	800,000	835,000	495,000	4,365,000
Interest		1,492,241		168,880	144,918	118,262	86,861	54,237	10,093	583,252
	<u>8,685,000</u>	<u>5,812,241</u>	<u>4,365,000</u>	<u>888,880</u>	<u>889,918</u>	<u>888,262</u>	<u>886,861</u>	<u>889,237</u>	<u>505,093</u>	<u>4,948,252</u>
2018 MDFB Series (North Shoppes TIF)										
Principal	19,360,000	1,135,000	18,225,000	1,840,000	1,915,000	2,010,000	2,100,000	2,190,000	8,170,000	18,225,000
Interest		479,698		551,735	529,135	505,535	481,135	449,385	1,312,523	3,829,448
	<u>19,360,000</u>	<u>1,614,698</u>	<u>18,225,000</u>	<u>2,391,735</u>	<u>2,444,135</u>	<u>2,515,535</u>	<u>2,581,135</u>	<u>2,639,385</u>	<u>9,482,523</u>	<u>22,054,448</u>
Principal	39,840,000	11,610,000	28,230,000	3,310,000	3,440,000	3,595,000	3,755,000	3,925,000	10,205,000	28,230,000
Interest		5,771,424		997,083	918,634	833,878	738,328	632,222	1,586,066	5,706,212
Total Spec Allocation	<u>39,840,000</u>	<u>17,381,424</u>	<u>28,230,000</u>	<u>4,307,083</u>	<u>4,358,634</u>	<u>4,428,878</u>	<u>4,493,328</u>	<u>4,557,222</u>	<u>11,791,066</u>	<u>33,936,212</u>

FUTURE DEBT SERVICE REQUIREMENTS - EACH TYPE BY FUND

	Original Issue	Prior Payments	Current Balance	Remaining Total						Total Through Maturity
				2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2050	
Sewer										
2017 Folder/Inserter										
Principal	13,553	8,644	4,909	3,467	1,442	0	0	0	0	4,909
Interest		487		61	28	0	0	0	0	90
	13,553	9,131	4,909	3,528	1,470	0	0	0	0	4,999
2003 Sewerage System Revenue Bonds										
Principal	777,000	562,000	215,000	50,000	50,000	55,000	60,000	0	0	215,000
Interest		388,043		10,905	8,405	5,880	3,075	0	0	28,265
	777,000	950,043	215,000	60,905	58,405	60,880	63,075	0	0	243,265
2011 Sewerage System MDFB Series E										
Principal	22,275,000	4,630,000	17,645,000	695,000	725,000	750,000	790,000	825,000	13,860,000	17,645,000
Interest		7,354,036		896,463	868,663	839,663	804,038	766,513	5,242,706	9,418,044
	22,275,000	11,984,036	17,645,000	1,591,463	1,593,663	1,589,663	1,594,038	1,591,513	19,102,706	27,063,044
2012 MDFB C - WWT Plant Expansion - BUILD Bond Portion										
Principal	1,946,230	1,668,312	277,918	277,918	0	0	0	0	0	277,918
Interest		1,344,684		10,619	0	0	0	0	0	10,619
	1,946,230	3,012,996	277,918	288,537	0	0	0	0	0	288,537
2012 MDFB C - WWT Plant Expansion - City Portion										
Principal	6,878,770	2,636,688	4,242,082	417,082	715,000	740,000	760,000	785,000	825,000	4,242,082
Interest		1,271,617		132,756	122,525	101,075	77,025	52,325	13,406	499,112
	6,878,770	3,908,305	4,242,082	549,838	837,525	841,075	837,025	837,325	838,406	4,741,194
2013 State Revolving Loan Funds										
Principal	14,217,922	2,774,022	11,443,900	646,900	661,500	677,000	692,500	708,900	8,057,100	11,443,900
Interest		882,304		148,934	140,350	131,567	122,580	113,388	578,627	1,235,446
	14,217,922	3,656,326	11,443,900	795,834	801,850	808,567	815,080	822,288	8,635,727	12,679,346
2014 State Revolving Loan Funds										
Principal	56,000,000	6,879,000	49,121,000	2,414,000	2,478,000	2,544,000	2,611,000	2,680,000	36,394,000	49,121,000
Interest		2,895,859		761,788	723,637	684,473	644,273	603,013	3,591,760	7,008,943
	56,000,000	9,774,859	49,121,000	3,175,788	3,201,637	3,228,473	3,255,273	3,283,013	39,985,760	56,129,943
2014A State Revolving Loan Funds										
Principal	28,585,000	3,526,000	25,059,000	1,236,000	1,268,000	1,302,000	1,335,000	1,370,000	18,548,000	25,059,000
Interest		1,218,793		336,627	319,709	302,348	284,532	266,254	1,584,740	3,094,211
	28,585,000	4,744,793	25,059,000	1,572,627	1,587,709	1,604,348	1,619,532	1,636,254	20,132,740	28,153,211
2014B Sewerage System Revenue Bonds										
Principal	5,755,000	930,000	4,825,000	220,000	225,000	230,000	240,000	255,000	3,655,000	4,825,000
Interest		806,053		166,438	162,038	157,538	152,363	146,363	921,900	1,706,638
	5,755,000	1,736,053	4,825,000	386,438	387,038	387,538	392,363	401,363	4,576,900	6,531,638
2015A IDA Sewerage System Revenue Bonds										
Principal	10,255,000	1,450,000	8,805,000	380,000	400,000	420,000	440,000	460,000	6,705,000	8,805,000
Interest		1,429,155		341,294	322,294	302,294	281,294	259,294	1,458,575	2,965,044
	10,255,000	2,879,155	8,805,000	721,294	722,294	722,294	721,294	719,294	8,163,575	11,770,044
2015B IDA Sewerage System Revenue Bonds										
Principal	19,215,000	3,040,000	16,175,000	1,290,000	1,355,000	1,420,000	1,490,000	1,625,000	8,995,000	16,175,000
Interest		3,507,538		808,750	744,250	676,500	605,500	531,000	1,044,500	4,410,500
	19,215,000	6,547,538	16,175,000	2,098,750	2,099,250	2,096,500	2,095,500	2,156,000	10,039,500	20,585,500
2017 State Revolving Loan Funds										
Principal	66,850,000	1,735,000	65,115,000	1,766,000	1,798,000	1,831,000	1,864,000	1,898,000	54,958,000	64,115,000
Interest		1,028,130		737,301	717,077	696,489	675,518	654,172	8,179,700	11,660,257
	66,850,000	2,763,130	65,115,000	2,503,301	2,515,077	2,527,489	2,539,518	2,552,172	63,137,700	75,775,257
2018 Sewerage System Revenue Bonds										
Principal	15,905,000	465,000	15,440,000	565,000	590,000	610,000	635,000	670,000	12,370,000	15,440,000
Interest		651,133		551,735	529,135	505,535	481,135	449,385	3,276,723	5,793,648
	15,905,000	1,116,133	15,440,000	1,116,735	1,119,135	1,115,535	1,116,135	1,119,385	15,646,723	21,233,648
Principal	248,673,475	30,304,666	218,368,809	9,961,367	10,266,942	10,579,000	10,917,500	11,276,900	164,367,100	217,368,809
Interest		22,777,832		4,903,670	4,658,110	4,403,361	4,131,332	3,841,706	25,892,636	47,830,815
Total Sewer Debt	248,673,475	53,082,498	218,368,809	14,865,037	14,925,052	14,982,361	15,048,832	15,118,606	190,259,736	265,199,624
Total All Debt										
Principal	293,586,889	43,756,973	249,829,916	13,615,680	14,029,933	14,492,804	14,977,500	15,521,900	176,192,100	248,829,915
Interest		29,722,754		6,050,217	5,679,796	5,327,253	4,947,467	4,539,375	27,767,104	54,311,212
Total Debt Service	293,586,889	73,479,728	249,829,916	19,665,897	19,709,728	19,820,057	19,924,967	20,061,275	203,959,204	303,141,127



GLOSSARY

Accrual Accounting – A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when a good or service is used. *see also modified accrual accounting*

Acronym – An abbreviation used to stand for a phrase, compound word, name, etc. It is used to save space, to avoid repetition of long words and phrases, or simply to conform to conventional usage. The list of the most commonly used acronyms in the Budget Document includes:

CAP	Community Appearance Plan
CDBG	Community Development Block Grant (Fund)
CIP	Capital Improvement Plan (or Capital Improvement Project) depending on context
EATS	Economic Activity Taxes
FB	Fund Balance
FY	Fiscal Year
GASB	General Accounting Standards Board
GFOA	Government Finance Officer Association
G.O.	General Obligation (Bond)
HUD	(Department of) Housing and Urban Development
IDA	Industrial Development Authority
LINC	Linking Individuals, Neighborhoods & Community
MDFB	Missouri Development Finance Board
MDNR	Missouri Department of Natural Resources
MoDOT	Missouri Department of Transportation
PILOTS	Payment In Lieu of Taxes
SIMR	Street Improvement Maintenance & Repair (Fund)
SRF	State Revolving Funds
TIF	Tax Increment Financing
TDD	Transportation Development District
WIC	Women, Infants and Children (federal grant program)
WP	Water Protection
WWT	Wastewater Treatment

Ad Valorem Taxes - General Property Taxes levied on the assessed valuation of real and personal property.

Annual Budget and Program of Services - The budget is a policy document, a financial plan, an operations guide, and a communications device covering a specified period of time. The City of St. Joseph prepares an annual operating budget matching planned revenues and expenditures to municipal services. The City's annual fiscal year budgeting period is from July 1 through June 30.

Annual Period - Unless otherwise stated refers to the twelve-month fiscal year commencing July 1 and concluding June 30. *see also fiscal year*

Appropriation - A legal authorization granted by the City Council permitting the City to incur obligations and to make expenditures of resources.

Appropriation Ordinance - The official document adopted by the City Council establishing the legal authority to incur obligations and to make expenditures of resources.

Assessed Valuation - The basis for determining property taxes. Assessed valuation determines the value of real and personal property. Personal property located in Missouri is assessed at 33% of its fair market

GLOSSARY

value. Real estate property is assessed at 19%, 32%, and 12% of fair market value for residential, commercial, and agricultural property, respectively.

Bonded Debt - A form of borrowing (debt financing) which reflects a written promise from the City to repay a sum of money on a specific date at a specified interest rate. Bonds are used to finance large capital projects such as construction or repair of buildings, streets, and sewer infrastructure and purchase of high cost machinery and equipment.

Budget Message - The letter of transmittal from the City Manager which provides the City Council and the public with the general summary of the most important aspects of the budget, changes from previous fiscal years, and his views and recommendations.

Budgetary Control - The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Budgetary Units - Formal cost centers including programs, departments, and funds used for fiscal oversight, compliance, and control.

Capital Asset Capitalization Policy - A set of self-imposed conditions required to capitalize and /or depreciate fixed assets purchased or constructed by the City. The purpose of the policy is to provide a reasonable basis for identifying and qualifying assets based on asset cost, estimated economic useful life, and related factors. Generally, infrastructure, assets costing less than \$5,000, and assets having an estimated economic useful life of less than 1 year may not be capitalized because they do not warrant the effort of tracking and depreciating the asset.

Capital Improvement Program - The Capital Improvement Program is a five-year plan providing a summary of proposed capital projects including project costs and related financing plan. A Capital Improvement Program document is prepared and updated annually. The document serves as a planning tool identifying projects based on assigned priorities and providing for the coordinated implementation of selected projects. Capital Improvement Programs are adopted by Council Resolution with or without amendment after a public hearing, on or before the last day of the month six months prior to the beginning of the fiscal year.

Capital Lease Obligations - Capital Lease Obligations allow the City to acquire capital assets under fixed monthly payment arrangements over a specified lease term. Such lease Assets are considered City assets. Title to the assets transfers to the City at the end of the lease term and after payment of a one dollar (\$1.00) bargain purchase option. Leases between the Vendor and the City do not require voter approval and are subject to annual appropriation by the City Council.

Capital Outlay - Purchases of fixed assets having a value equal to or greater than five thousand dollars (\$5,000) and having an estimated economic useful life of more than one (1) year. Examples of capital outlay include, but are not necessarily limited to office furniture and equipment, computer hardware and software, vehicles, machinery and equipment, and communications equipment.

Capital Projects - Projects which are identified in the Capital Improvement Program document or the Annual Budget document and which are accounted for in either a Governmental or Proprietary Type Fund. The financial resources and expenditures of capital projects are generally kept separate from other municipal operations by coding such amounts to a CIP Project Program account in the appropriate fund.

GLOSSARY

Capital Projects Fund - A Governmental Type Fund utilized to account for current financial resources and expenditures related to the acquisition, construction, or repair of capital projects other than those financed by Proprietary Type (Enterprise) Funds.

Civic Facilities - Refers to City owned Civic Arena and Missouri Theater facilities the operations and capital improvements of which are accounted for in the Parks, Recreation & Civic Facilities Fund.

Community Development Block Grant (CDBG) - A Federal grant awarded to the City through the United States Department of Housing & Urban Development (HUD), whose objective is to provide decent housing, a suitable living environment and expanding economic opportunities for low to moderate income persons.

Debt Service - Total annual payments of principal and interest on bonded indebtedness.

Debt Service Fund - A Governmental Type Fund utilized to account for current property tax receipts the use of which is restricted for payment of the City's General Obligation (G.O.) Bond debt.

Department - A major budgetary unit of organization in the City, which has been assigned overall management responsibility for an operation or a group of related operations and activities within a functional area. Departments are often comprised of one or more program reporting entities in one or more funds.

Depreciation - A systematic adjustment to book value of a capital asset to recognize the decline in value of an asset due to usage, passage of time, and other similar factors. Depreciation, while required for generally accepted accounting purposes, is not a budgetary expenditure since it does not involve commitments for future expenditures of monies.

Economic Activity Taxes – Commonly referred to as EATS, this is the term used in TIF projects to refer to 50% of the total additional revenue from taxes that are imposed by the City or other taxing districts, which are generated by economic activities (e.g., sales taxes, utility taxes) within the Redevelopment Area designated by the TIF Commission and approved by City Council.

Encumbrance - Commitment related to an unperformed contract for goods and services. An encumbrance is evidenced by a purchase order and may not be used for any purpose other than that specified in the purchase order and/or related contract.

Enterprise Funds - A Proprietary Type Fund utilized to account for operations and activities financed and operated in a manner similar to private sector business organizations. The costs (including depreciation) of providing goods or services to the general public are intended to be financed or recovered primarily through user charges. Six enterprise funds have been established the City including Aviation, Public Parking, Water Protection, Municipal Golf, Mass Transit, and Landfill.

Expenditure/Expense - Funds paid or to be paid for acquisition of goods or services.

Expenditure/Expense Detail - The line item total for each expenditure/expense account within a department and/or program.

Fiscal Year - The twelve month period to which the operating budget applies. In St. Joseph, the fiscal year is from July 1 through June 30. *see also annual period*

GLOSSARY

Franchise Fees - A franchise fee assessed major utility companies for the privilege of using public rights-of-way and property within the City limits. The City currently assesses franchise fees to KCPL, Spire Gas, AT & T, Missouri-American Water Company, and Suddenlink.

Function/Functional Classification - A high level of summarization used in the City's Annual Budget and Program of Services. Functional classification represents a grouping of related operations and activities which may cross organizational and formal budgetary unit boundaries. Functional classification, while not a formal budgetary unit, is aimed at providing information on a broad range of financial and performance data for related City services.

Fund - A major budgetary unit with revenues and expenditures segregated to carrying-out specific activities. The City maintains fifteen funds for budgeting purposes which are broadly classified as either a government type fund or a proprietary type fund. The City's sixteen funds include General; Streets Maintenance; Parks Maintenance; Community Development Block Grant; Public Safety Tax; Gaming Initiatives; Special Allocation; Museum Tax Initiatives; Debt Service; Aviation; Public Parking; Water Protection; Municipal Golf; Mass Transit; Landfill; and Capital Project Funds.

Fund Accounting - The accounts of the City are organized on the basis of funds, departments, and programs (budgetary units) and are used to demonstrate legal compliance and to aid in financial management by segregating financial transactions of various City functions and activities.

Fund Balance - The amount by which the reported value of City assets exceeds the reported value of its liabilities in a particular Fund. Fund balance is reduced for appropriated expenditures and increased for recorded revenues. GASB 54 dictates the components of fund balance. The four components involving actual cash are:

- *Restricted fund balance* – Monies which have an externally enforceable limitation on use imposed by grantors, contributors, laws or regulations of other governments, constitutional provisions or enabling legislation.
- *Committed fund balance* – Monies which have self imposed limitations on use set in place by the City Council. Formal action by the Council is required to remove the limitation.
- *Assigned fund balance* – Monies with an intended use established by either the City Council or by the City Manager.
- *Unassigned fund balance* – formally referred to as “unrestricted”, this is the surplus of resources available in the general fund after any restricted, committed and/or assigned monies are deducted.

GASB 34 – A General Accounting Standards Board (GASB) standard issued in June 1999, requiring a new CAFR reporting model for all state and local entities. The model is designed to provide an analysis of government's functions more closely resembling the financial statements of private commerce and industry.

GASB 54 – See information under Fund Balance definition above.

General Fund - A Governmental Type Fund in which all revenues and expenditures are accounted for, if not specifically allocated by law or contractual agreement, to another specific fund. With the exception of subvention or grant revenues restricted for specific uses, the General Fund resources can be utilized for any legitimate governmental purpose. Departments accounted for within the General Fund are Mayor & City Council, City Clerk, Municipal Court, City Manager, Public Information and Communication, Human Resources, Legal and Risk Management, Community Development Services, Administrative Services, Technology Services, Police, Fire, Public Works, Parks Recreation & Civic Facilities, and Public Health.

GLOSSARY

General Obligation (G.O.) Bonds - General Obligation bonds can be issued for any qualified "city purpose" in an amount not to exceed 20% of assessed value of taxable tangible property and are backed by the full faith and credit of the City. G.O. Bonds require voter approval of 2/3rds or 4/7ths majorities.

Goal – A long-term, continuing target of the organization. A broad statement of intended accomplishments and/or description of general conditions deemed desirable. Goal statements are specified at the fund, department and/or program level and communicated in the Annual Budget document.

Governmental Type Fund - A fund having a measurement focus on current financial resources thereby eliminating the need for revenue and expenditure accruals. The City has four categories of Governmental Type Funds including the General Fund, Special Revenue Funds, Proprietary (Enterprise) Funds, and Capital Project Fund.

Industrial Development Authority (IDA) – A board appointed by the City Council, it develops, advances, encourages and promotes, subject to the limitations imposed by the Industrial Development Authority Act, commercial, industrial, agricultural and manufacturing facilities in the City. The IDA provides the financial vehicle(s) through which businesses can obtain funding for expanding and/or establishing themselves in the community.

Infrastructure – Physical systems or structures that when installed become indistinguishable, inseparable, or otherwise part of surrounding appurtenant structures. Completed infrastructure and related depreciation are not recorded as assets in the financial records of the City. Examples of infrastructure include sewer lines; streetlights; streets, curbs, and gutters; retaining walls, etc.

Interest on Investments - Revenues derived from the investment earnings of unrestricted and restricted cash. The City invests primarily in full faith and credit obligations of the U.S. Government, and fully collateralized Certificates of Deposit. Interest on unrestricted cash investments is credited to respective fund accounts based on an average monthly pooled cash balance. Interest earned on restricted cash investments such as cash proceeds from bond issuances and cash reserves established by bond covenants, are tracked separately and credited to the appropriate fund.

Interfund Transfers - Amounts transferred from one fund to another.

Line-item Budget - A budget that reports budgeted amounts for individual detailed expenditure categories (salary, telephone, office supplies, etc...). The City of St. Joseph provides a line-item budget at the department and fund level. Program level revenues and expenditures are summarized and not reported in the budget on a line-item budget basis.

Long-term Debt - Debt with an original maturity in excess of one year from date of issuance.

Minor Equipment - Category of assets expensed for accounting and budgetary control purposes because they do not satisfy the City's capital asset capitalization policy.

Modified Accrual Accounting – A form of accrual accounting in which (1) expenditures are recognized when the goods or services are received and (2) revenues, such as taxes, are recognized when measurable and available to pay expenditures in the current accounting period. see *also* **accrual accounting**.

Operating Budget - The portion of the budget that pertains to basic operations of the various municipal funds, departments, and programs.

GLOSSARY

Payment in Lieu of Taxes - Commonly referred to as PILOTS, this is the term used in TIF projects or in Chapter 100 Agreements to refer to those revenues from real property in the Redevelopment Area as designated by the TIF Commission (when linked to a TIF) and approved by City Council. These revenues are used to retire TIF Obligations and pay other reimbursable project costs which taxing districts would have received had the City not adopted the TIF or granted the Chapter 100 tax abatements.

Personnel Costs - Cost of wages, salaries, payroll taxes, retirement, and costs of other employee benefits for all City employees.

Program - The lowest budgetary unit reporting as practiced by the City of St. Joseph. Related programs are rolled forward and included in the appropriate department and fund. Programs are groupings of related activities organized to accomplish basic goals and objectives.

Program Summary - The Program Summary provides descriptions of program services and activities, program outcomes and indicators, program revenues, program expenditures, program capital outlay, and staffing levels. The Program Summary is designed to assist the user to better understand the nature, extent, costs, and benefits of program services and functions.

Proprietary Type Fund - A fund having a measurement focus on the flow of economic resources and determination of net income including current and non-current financial resources. Since non-current economic resources must be considered, revenue and expenditure accruals are considered. The City budgets one category of Proprietary Type Fund. (See **Enterprise Funds**).

Public Building Authority (PBA) Bonds/Leases - The PBA issues bonds to investors using the bond proceeds to purchase equipment or construct public improvements which are leased to the City under an arrangement where the lease payments to the PBA equal the bond payments to the investors. Leases between the PBA and the City do not require voter approval and are subject to annual appropriation.

Public Safety Tax – Voters approved the 2013 half-cent public safety sales tax for a period of twenty (20) years for improving the public safety of the city, including additional police officers, public safety employee salaries and benefits, expenditures on equipment and facilities.

Reimbursable Project Costs – Refers to those costs incurred by the Developer and/or the City that, as approved in a Redevelopment Agreement, are to be funded or reimbursed from PILOTS, EATS, or other TIF-related revenue sources.

Revenue - Amounts the City of St. Joseph receives and/or earns as income including, but not limited to, such items as taxes, user fees, franchise fees, licenses, bond proceeds, rents, grants, fines, forfeitures, and interest earnings.

Revenue Bonds - Revenue bonds are sold to fund capital improvements when sufficient earnings can be generated from the improvements to repay the bond debt. Revenue bonds require voter approval of 2/3rds or 4/7ths majorities.

Risk Management - An organized attempt to protect an organization's assets against accidental loss in the most cost-effective manner. The City employs a full-time Risk Manager to coordinate this effort. The Risk Management Program is described in the Budget Document under the Legal Department in the General Fund.

Sales Tax - A tax remitted to the City by the State applied to the sales of goods and services within City limits.

GLOSSARY

Special Allocation Fund – The fund established by the City into which, as required by State Statute, all PILOTS, EATS, and other TIF revenues are deposited for the purpose of paying redevelopment project costs and TIF obligations.

Special Revenue Fund - A Governmental Type Fund utilized to account for the proceeds from specific revenue sources (other than from trusts or capital improvement projects) the expenditures of which are legally restricted for specific purposes. The City maintains six budgeted Special Revenue Funds including the Streets Maintenance; Parks Maintenance Fund; Public Safety Tax Fund, Special Allocation Fund; Gaming Initiatives Fund, Museum Tax Initiatives Fund; and the Community Development Block Grant Fund.

State Revolving Fund – The Missouri State Revolving Fund (SRF) leveraged loan program is a subsidized low interest low program available through the Department of Natural Resources Water Protection Program for improvements to the City's sewer infrastructure. The City currently has the 2013, 2014, 2014A, and 2017 SRF loans outstanding as of June, 2018.

Subventions - Revenues collected by the State or other government entity which are allocated to the City on a formula basis. The major subventions received by the City from the State include motor vehicle sales tax, road and bridge tax, motor vehicle fee increases, and gasoline tax.

Tax Increment Financing – Commonly known as a TIF project or TIF redevelopment project, a TIF is an economic development tool established by state statutes which provides a means for local governments to help finance the redevelopment of area that are blighted, substandard, or economically underutilized and that would not otherwise be developed without public assistance. TIF provides a mechanism to capture future increases in real property taxes and economic activity taxes (e.g., local sales taxes, utility taxes) associated with the redevelopment of the property in an established TIF district.

Transportation Development District – Commonly known as a TDD, is a special purpose district authorized to finance, undertake and maintain transportation related public improvements benefiting the district. A TDD project includes any bridge, street, intersection, signing or signalization, parking lot, garage, etc., related to transportation needs of the district. The district can use one or more funding mechanisms to fund a project--special assessments, property tax, sales tax, tolls.

User Fees - Receipt of a fee for providing a direct and specifically identifiable service to a particular customer.