

CITY OF ST. JOSEPH MISSOURI



ADOPTED BUDGET FISCAL YEAR 2018 – 2019

CITY OF ST. JOSEPH, MISSOURI

FY2018-2019 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: Downtown Evening Skyline Photo courtesy of Ed Schilling, Multimedia Planner



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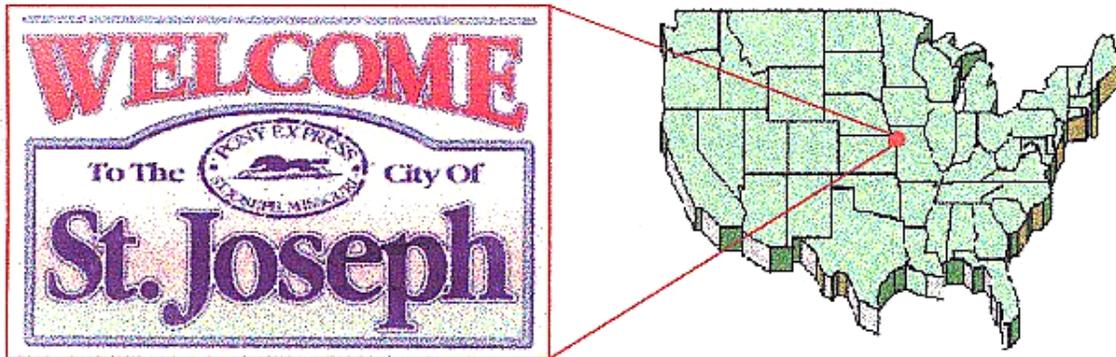
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CITY OF ST. JOSEPH

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 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
- Health
- Law
- Parks, Recreation & Civic Facilities
- Planning & Community Development
- Police
- Public Works & Transportation

MANAGEMENT TEAM AND ADVISORY BODIES

J. Bruce Woody
City Manager

Administrative Services

City Attorney

City Clerk

Fire Chief

Parks, Recreation & Civic Facilities

Planning & Community Development

Police Chief

Public Health

Public Works & Transportation

Tom Mahoney

Bryan Carter

Paula Heyde

Michael Dalsing

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

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

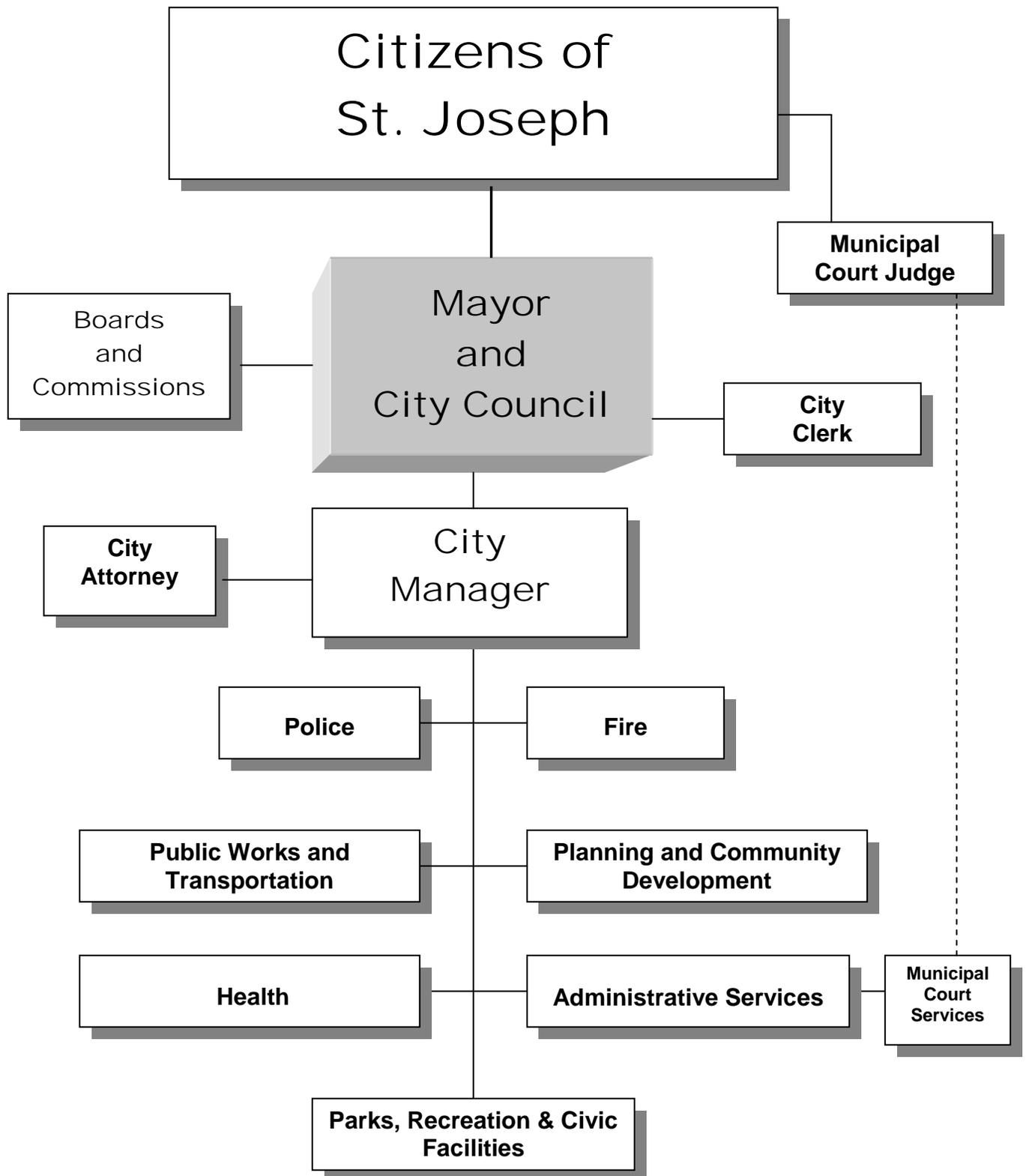
Tourism Commission

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

AN ORDINANCE ADOPTING THE FISCAL YEAR 2018-2019 BUDGET FOR THE CITY OF ST. JOSEPH, MISSOURI, AS SET FORTH IN EXHIBITS "A" & "B."

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ST. JOSEPH, MISSOURI, AS FOLLOWS:

SECTION 1. That the City's budget for the Fiscal Year ending June 30, 2019, was duly prepared, filed with the City Clerk 60 days prior to the Fiscal Year beginning July 1, 2018, and was there available for the inspection by any member of the public.

SECTION 2. That proper notice was given and a public hearing was held on said budget not less than 10 days after the date of such notice.

SECTION 3. That all parties desiring to participate and be heard at said Public Hearing having been heard until no more evidence was offered, and such hearing having been concluded, and the City Council of said City having made such changes in such budget as in its judgment is in the best interest of the taxpayers of the City of St. Joseph, Missouri, said budget with such changes is adopted, as aforesaid.

SECTION 4. That the budget of the City of St. Joseph, Missouri, on file in the office of the City Clerk and Administrative Services and marked Exhibit "A", for the Fiscal Year ending June 30, 2019, be, and the same is hereby in all respects, finally approved and adopted as so changed as marked Exhibit "B", and the same shall be, and is hereby filed with the City Clerk of said City.

SECTION 5. That the several amounts specified for the several purposes named in said budget be, and they are hereby, appropriated to and for such purposes.

SECTION 6. That this Ordinance shall be in full force and effect from and after date of passage.

Authenticated Copy
of Reso., G.O., S.O. 9421
By Paula Heyde, City Clerk
[Signature] Deputy
Date 6-6-18

Approved as to form:

[Signature]
City Attorney

Passed June 4, 2018

Attest: Paula Heyde
(SEAL) City Clerk

[Signature]
Mayor

Date: May 11, 2018
Account Number: See Exhibits A & B
Type of Ordinance: Special
Amount: See Exhibits A & B

CITY CLERK
2018 MAY 16 AM 9:31

EXPLANATION TO COUNCIL BILL

ORIGINATING DEPARTMENT: Administrative Services Department

PURPOSE: To adopt the budget for Fiscal Year ending June 30, 2019, for the City of St. Joseph, Missouri.

REMARKS: Changes to the City Manager's Proposed Annual Budget are identified in the attachments entitled "Made Part of Exhibit B – Proposed Budget for FY 2018/2019." The changes are proposed by the City Council and other post production changes as identified by city staff are incorporated into the 2018/2019 Adopted Annual Budget by ordinance.

Submitted By:

Reviewed By:



Tom Mahoney
Administrative Services Director



J. Bruce Woody, P.E.
City Manager

**CITY OF ST. JOSEPH, MISSOURI
ANNUAL EXPENDITURE BUDGET
FISCAL YEAR 2018-2019**

Fund Type	Proposed Annual Budget	A. Council Actions During Budget Hearings	B. Post-Production Revisions to Proposed Budget	Adopted Annual Budget
General				
General Governmental	\$ 61,160,690	\$ 696,041	\$ (97,613)	\$ 61,759,118
Special Revenue				
Public Safety	6,842,352	1,047,646		\$ 7,889,998
Streets Maintenance	4,350,940	-		\$ 4,350,940
Parks Maintenance	1,385,330			\$ 1,385,330
CDBG	2,333,918			\$ 2,333,918
Special Allocation	8,464,413	-		\$ 8,464,413
Riverboat Gaming Initiatives	1,255,160			\$ 1,255,160
Museum	907,410	50,000		\$ 957,410
Enterprise				
Aviation	7,955,944			\$ 7,955,944
Public Parking	809,110			\$ 809,110
Water Protection	60,970,554			\$ 60,970,554
Municipal Golf	773,273			\$ 773,273
Mass Transit	13,913,189			\$ 13,913,189
Landfill	4,083,051			\$ 4,083,051
Capital Project Fund	7,720,092	-		\$ 7,720,092
	<u>\$ 182,925,426</u>	<u>\$ 1,793,687</u>	<u>\$ (97,613)</u>	<u>\$ 184,621,500</u>

Column A:

General Fund - \$104,290 total of decreases in Police -General Fund programs to offset Public Safety salary increases; \$60,000 in funding removed for the compensation plan review to offset Public Safety salary increases; \$173,062 position of Assistant City Manager and Equipment Operator 1 removed to offset Public Safety salary increases, \$44,633 General Fund subsidy to Parking Fund reduced due to removal of Parking Control Tech, \$1,078,026 for additional salary increases for Public Safety.

Public Safety Fund - \$30,380 total of Public Safety decreases in police capital to help offset salary increases, \$1,078,026 for additional salary increases.

Museum - \$50,000 additional Council support of St. Joseph Museums

Column B:

General Fund - \$5,000 increase to Nature Center beam repair that was approved but not included in Proposed Budget; \$35,000 decrease due to removal of transfer from Cell Phone to Parks Maintenance for purchase of pickup truck; \$67,613 position of Sr Maintenance Property Inspector removed due to being included in Proposed budget in error.

2018 MAY 17 AM 7:52

CITY CLERK



CITY MANAGER'S BUDGET TRANSMITTAL

April 20, 2018

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 2019 (FY2019) Proposed Annual Budget.

The budget is a reflection of the priorities of the city's elected officials. This year's budget occurs on an election year, so the new council will be reviewing a budget that reflects established priorities of the prior city council. As the new city council gains familiarity with the existing budget and begins to establish its own priorities, this document can easily be changed at any time during the fiscal year. The budget reflects Council's goals and priorities and is their single most important policy statement. This year's \$182 million budget includes all the city government's proposed expenditures and revenues, 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.

FY2019 will be a busy year for capital improvements, and many large projects from FY2018 will still be underway. The new parking garage/retail center downtown just finished construction, while improvements to Cook Road, Karnes Road and Mansfield Road will still be underway during the construction season. And, the use tax continues to perform very well, allowing for nearly a quadrupling of our former annual contracted street maintenance program.

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, so it is starting from a lower position. The Mass Transit Fund has a very healthy fund balance, despite a recent federal grant and the expenditure of funds for replacing part of the bus fleet. The four enterprise funds of Aviation, Parking, Landfill and Golf all need close attention and intervention this year due to the need for operating subsidies and/or declining fund balance. The Cell Phone, Gaming and special allocation funds are performing consistently, but with no appreciable increase in revenue over last year.

This year's budget is larger, overall, mostly due to capital improvements. Operating expenses are on the rise mostly due to personnel related costs. The challenge is to pursue the many needs, and occasional wants, 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.

CITY MANAGER’S BUDGET TRANSMITTAL

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 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 4, 2018.

OPERATING BUDGET OVERVIEW – FY2019

The FY2019 operating budget shows an increase in expenditures of 3.96% over that of FY2018. In keeping with commitments following the passage of the public safety tax, an additional two officers will be added this year, bringing the total count of additional commissioned personnel to the full 20 promised by the new revenue program.

The capital portion of the budget is rebounding from last year’s decrease. The capital budget is up 39.5% from FY2018. Starting in FY2014 there have been large capital budgets due mostly to regulatory and environmental compliance mandates by the federal (EPA) and state (MDNR) governments for the wastewater utility. In FY2017 the city entered into construction contracts for its largest single combined sewer system project on Blacksnake Creek, which alone boosted that year’s capital improvement expenditures. In FY2018 it dropped from the artificial high created by the one environmental compliance project. Also, the 2014-2018 ½ cent Sales Tax program was winding down and fewer capital project from that fund source were being bid in FY2018. I am pleased that that there are few environmental compliance projects in the wastewater utility for FY2019, 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. In fact, rates for FY2019 are recommended to remain the same next year, effectively a 0% rate increase.

The combined effect for the overall budget is a 12.34% increase over last year.

The proposed budget for FY2019 totals \$182,925,426 and compares to the adopted annual budget for FY2018, as follows:

Expenditure Component	Proposed Expenditure FY2019	Adopted Expenditure FY2018	Dollar Increase (Decrease)	Percent Increase (Decrease)
Operating Expenditures	\$129,358,454	\$124,431,088	\$4,927,366	3.96%
Capital Improvements	<u>\$53,566,972</u>	<u>\$38,397,216</u>	<u>\$15,169,756</u>	39.51%
Total:	<u>\$182,925,426</u>	<u>\$162,828,304</u>	<u>\$20,097,122</u>	<u>12.34%</u>

Operating Revenues

The operating revenue component of the City’s FY2019 Proposed Annual Budget, net of Capital Project receipts, transfers, bonds, Special Allocation Fund revenues and capital grants, are projected to decrease. This includes the proposal that revenues from wastewater utility remain the same in the Water Protection Fund next year. Property tax revenue is approximately 9% of total revenue, up slightly from last year. However, with twelve significant properties having Paid Under Protest, we won’t know until after October 2018 if the city’s approximately \$100,000 share of those taxes will remain paid or partially refunded. Otherwise, property tax revenue is estimated to be flat in FY2019.

CITY MANAGER'S BUDGET TRANSMITTAL

Sales tax revenues are projected to be only 0.5% higher in FY2019 than they were in FY2018. 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 of 2015. Unlike sales tax which usually only varies 1-2% in any given year, use tax is heavily influenced by both sales and construction activity. We have seen double digit growth each of the first two years, with the growth in FY2018 being 10% over our forecast. For our FY2018 program, budgeted revenue projections were \$3,784,771. But we are anticipating receipts approaching \$4.3 million in FY2019. 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 a 0% rate change for next year. We propose that the user fees being charged this year continue at the same amounts for FY2019. Further, rate projections into the following four years indicate that we should remain in the low single digits, specifically right around 3%. This is welcome rate relief for our customers.

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 constant. However, fine revenue had a dramatic drop of 30% last year. A combined reduction of nearly \$190,000 in Municipal Court and traffic violation fines occurred. Vacancies in the traffic division of the police department due to staff turnover contributed to part of reduction in fine revenue as a result of lower number of citations written/filed. In the area of property maintenance, there was a reduction in fine revenue from rate caps placed on fines by the state General Assembly which were enacted after the events in Ferguson, Missouri. The General Assembly of the State of Missouri put caps on many types of fines issued at the municipal level, so those fines have been reduced. A concurrent frustration is that these rate caps reduce the financial incentive to comply with property maintenance codes.

Operating Expenditures

The net operating expenditure component of the City's FY2019 Proposed Annual Budget (excluding Special Allocation Funds, CIP programs, cell phone expenditures) increased by 3.96% or \$4,927,366 above that adopted by the City Council for FY2018.

Another increase affecting all funds is the Cost of Living Adjustments (COLAs) that I am recommending for next year. I am recommending a 1.3% increase for all employees. In addition, general and fire services employees will be receiving an additional 1.2%, which is a carry-over from a prior year's review of our pay scale system (for a combined total of 2.5% increase for general and fire service employees in FY2019).

In 2012 a compensation and classification study was conducted and a revised wage scale was enacted. We eliminated the step matrix plan that contained 4-5% steps in favor of an open plan that allowed for

CITY MANAGER'S BUDGET TRANSMITTAL

yearly Cost of Living Adjustments (COLAs) based on the Consumer Price Index (CPI) and performance of General Fund revenues to keep current with the market. Another key component to staying in market is conducting a 5-year review to confirm if wages and pay scales are keeping up with regional wage trends. In FY17 we conducted that five year review. The recommendation based on that study was for overall wage increases of 3.2% and pay scale adjustments of 6% in FY2018. While the FOP received the full 3.2% recommendation in FY2018, employees in the LAGERS pension plan (general and fire service employees) received only 2% in FY2018 and will receive the remaining 1.2% in FY2019. The two-year implementation of the adjustment is in consideration of a change to the pension plan for general and fire service employees which occurred in FY2018. General employees changed from an L-3 to an L-6 plan and fire service employees from an L-6 to an L-11 plan. As part of those changes, both employee groups started contributing 4% of their gross salary to their pension plan (they previously made no contribution).

The total impact to wages and benefits in FY19 is projected to be \$1,090,000.

In May 2018 I will be bringing an additional recommendation to the city council regarding the city's remaining pension plan. Because of review and analysis done during the 2018 fiscal year, I am recommending favorable consideration by the city council to move the Police Pension Plan into the LAGERS system as an L-11 plan. There are many details that we will discuss in a separate forum, but for the purpose of this FY2019 budget discussion I will say that budget impact will neutral to slightly positive for the city budget, based on the actuarial study recently. The major differences in the two plans are that members will be leaving a plan that takes 20 years to be vested, but allows full retirement at twenty years of service (regarding less of age) for a plan that takes 5 years to be vested, but sets full retirement age at 55. An unofficial survey of Police Pension Plan members indicates that support for the change exceed 75%.

Lastly, health insurance premiums are remaining the same this year, with a 0% rate increase. This is extremely welcome news, as the cost of annual health insurance increases are usually significant each year. However, the employee cost for family coverage is extremely high under the plan that we offer, so hardly any of our employees take the family coverage through the city and that is a big concern.

As for other benefits, there is good news that contracted rate guarantees are allowing for a 0% increase next year for our voluntary life insurance program, long term disability insurance program and voluntary vision insurance program. Dental insurance, however, is increasing 7% due to our 106.2% loss ratio the prior year.

A significant expenditure in the General and Public Safety Funds are the purchase of 12 police vehicle to replace existing cars. \$491,640 will be spent to purchase marked and unmarked police cars as part of their ongoing replacement program. Nine of them are being funded from the General Fund and three of them from the Public Safety Tax.

While there are many capital and supplemental changes to the FY2018 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)
COLA 2.5% General and Fire, 1.3% Police (Received additional 1.2% FY18)	\$ 1,090,000
Public Works	
Plotter (Engineering)	\$ 25,000
Cab & Chassis, Dump Body, and Hook Lift System (SIMR)	\$ 130,000
Zero Turn Rotary Mower (Airport)	\$ 70,000
Updated Ticketing/Card Reading System for Parking Garages	\$ 80,000
Two Roll Off Containers for Landfill	\$ 12,000
Telehandler for Water Protection Plant	\$ 195,000
Police	
Star Chase Vehicle Mounted Tracking System for 4 Vehicles	\$ 24,960
Cloud Solution Set Software	\$ 8,000
Two Handhelds for Two Additional Officers Being Added	\$ 11,640
Fire	
Thermal Imaging Cameras (3)	\$ 22,500
Two Pickup Trucks for First Response Vehicles	\$ 70,000
High Visibility Jackets	\$ 7,200
OHD Quantifit Testing System for Masks	\$ 13,000
Health	
SUV or Crew Cab Truck	\$ 35,000
Mid-Sized Sedan	\$ 18,500
Parks & Recreation Department	
Backhoe Loader (Parks Maintenance)	\$ 150,000
Two 3/4 Ton Pickup Trucks (Park Maintenance)	\$ 70,000
Civica Arena Curb Repair	\$ 8,000
Administrative Services Department	
Document Management Software	\$ 100,000
Microsoft Office 365	\$ 60,000
Online Bidding Software	\$ 6,000
General Government	
Carpet, Installation, Painting of Council Chambers	\$ 55,000
Community Branding Initiative	\$ 7,500
Planning & Community Development	
3/4 Crew Cab 4x4 Truck for Abatement Program	\$ 30,000

CITY MANAGER’S BUDGET TRANSMITTAL

Some additional staffing positions are proposed in the Public Safety Fund, General Fund and Sewer Fund. A total of 8.5 Full Time Equivalent (FTE) staff are proposed. Two police officers are being added in FY2019 in accordance with promises made under the Public Safety tax campaign. In prior years we have added 18 positions under the Public Safety tax. Two additional officers this year will bring that total to the full 20 as promised to the voters. In addition, the police department is requesting an additional dispatcher for the communications center.

Four additional staff persons in the public works department are proposed in enterprise funds which are supported by user fees. An additional parking control technician will assist with monitoring parking in the downtown area, especially the new responsibilities with the new parking garage at 9th and Felix. While this fund is performing poorly, the expense is largely offset by user fees and fine revenue. Parking control will be a topic for discussion in FY2019 as our downtown is developing well the past few years and the demands on parking are increasing, while the revenues for the parking fund are not. The other three positions are in the Sewer Fund (wastewater utility). Two positions are at the treatment plant. The part-time customer service representative in utility billing will result in some savings as that function was being handled in FY2018 through a temp service at a slightly higher cost.

The administrative aide at the street division will increase the secretary/clerical support for a 90-person staff from one person to two persons. That division has been understaffed in the office for quite some time. The additional equipment operator will help create expand our concrete work crew.

Proposed Added Personnel (8.5 Staff Added Total)					
Police					
Officer (thru Public Safety Tax)					
Officer (thru Public Safety Tax)					
Dispatcher					
Public Works					
Parking Control Technician (Public Parking Operations)					
Administrative Aide (Street Maintenance Administration)					
Equipment Operator 1 (Street Maintenance)					
Plant Operator (Water Protection)					
Assistant Superintendent of Water Protection					
Part-Time Customer Service Representative (Utility Billing)					

Operating 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 improved. But the remaining three divisions continue to be a concern. The table below shows the ending, total, operating fund balances for the Aviation, Parking, Landfill and Golf funds.

The dollar amounts in the table below have been rounded to the nearest \$100.

CITY MANAGER'S BUDGET TRANSMITTAL

Fund	FY2014	FY2015	FY2016	FY2017	FY2018 Projected	FY2019 Projected
Aviation	\$200,800	\$180,400	\$6,327	\$0	\$82,596	(\$4,406)
Parking	\$100,000	\$46,400	(\$26,049)	\$0	(\$188,016)	(\$234,972)
Landfill	\$2,703,400	\$1,251,600	\$2,858,896	\$3,633,902	\$4,972,904	\$6,973,253
Golf	\$42,300	\$45,200	(\$88,839)	\$0	(\$16,476)	(\$12,137)

Aviation: The Aviation fund has struggled since FY2012 when the National Guard Bureau first discontinued its Airport Joint Use Agreement (AJUA) payments, then later reinstated them at a reduced rate resulting in an annual loss of revenue of \$107,000. Ever since then, an annual \$20,000 operating subsidy from the General Fund and \$60,000 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. In FY2019 the total subsidy to Aviation is increasing to \$100,000. Starting in FY2020, 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 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 the majority 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 ½ cent Sales Tax capital improvement program.

Parking: The Parking fund continues to struggle with the need for significant capital maintenance funding, but 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. 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. We will be monitoring sales tax revenue from the new retail space to see what portion of the operating costs it could cover for the new garage.

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 and those have been paid for from other funds. The fund is going into FY2019 with continued declining budget. I anticipate making recommendations in FY2019 for reducing expenses in the division if Council does not support raising revenue through rate increases, or changes to how we handle on-street parking.

CITY MANAGER'S BUDGET TRANSMITTAL

Landfill: Revenue had been on a slow decline in this fund as incoming tonnage has been on the decline. However, last year, the largest local trash hauler sold their Kansas/Missouri operations to the national firm, Waste Management (WM). WM owns and operates a transfer station in nearby Doniphan County and hauls the majority of its collected solid waste to its own landfill facility in Johnson County, Kansas. But we have been approached by the firm to discuss how additional tonnage could affect tipping fees. A rate study was already budget for FY2018, so as a part of that work we reviewed several scenarios of incoming tonnage, the revenue it produces and expenses it creates. Staff and I will be reviewing the landfill tipping fee study with the city council in May 2018 with the hope of choosing an alternative that will help produce a more steady and dependable revenue stream for the division.

The benefit of the new members of the city council, I will tell you that the landfill division financially supports the Property Maintenance division as well as alley maintenance work as of a few years ago. Still, tipping fees at the St. Joseph landfill have been the lowest in the state for a publicly owned facility, despite the many services that they provide. But, as tonnage declined, the alley maintenance expenses were placed back into the General fund in FY2018. In 2017 we also reduced the payment-in-lieu-of-taxes (PILOT) fees from 7% to 4% to better support the Landfill fund balance. I look forward to reviewing the landfill tipping fee study with the city council and receiving some policy direction regarding fees and how they could impact our annual tonnage received at the facility.

The positive fund balance shown above is largely because the Landfill fund also has designated monies set aside for closure/post-closure activities, which are included in those balances. 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. The city made significant investments in FY2017 in the facility by constructing asphalt overlays of the cart paths and adding zoysia grass to the several additional fairways. But, that work came at an operational expense as well as a capital expense, as staff made sod repairs along the cart paths and spent time and money with extra watering of the new fairways. The result was a beautiful course, but some deficit spending in FY2017.

A subsidy from the General Fund balanced the FY2017 year at 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 in FY2019. On the bright side, the FY2017 purchase of a golf simulator kept customers coming back throughout the winter months when weather didn't otherwise allow for golf to be played on the outdoor course, so that investment more than paid for itself. Rental of the meeting/banquet room has also provided much needed revenue and encouraged additional events. Overall, the golf fund continues to just barely meets its revenue needs. I appreciate staff's continued work to generate activities that bring new and existing users back to Fairview.

Capital Budget Overview – FY2019

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

CITY MANAGER'S BUDGET TRANSMITTAL

years are predominately those in the sewer fund and the ½ cent CIP Sales Tax Fund. In last year's budget there weren't any projects from the CIP Sales Tax in the outer years because the current program ends June 30, 2019 and very few projects were left to be completed. This year, the CIP citizens committee completed their work of reviewing potential projects for the next renewal cycle, made recommendations to the city council, and they in turn approved a slate of projects for the voters to consider approving in the August 7th election. Therefore, since the list of projects from the next renewal of the ½ cent CIP Sales Tax are still subject to voter approval, and the revenue from that renewal won't start until July 1, 2019 (the beginning of FY2020) you again will not find projects from the proposed CIP Sales Tax Fund in the outer years of the CIP program at the back of this budget document.

Capital improvement expenditures were substantially higher than usual in FY2017 (\$119 million) due in large part to many capital projects that were mandated by the state and federal governments for our wastewater utility. Conversely, in FY2018 there was a significant reduction in capital expense (\$43.8 million). This year's capital program is more typical for an average year for St. Joseph at \$53,566,972.

The largest categories of capital improvements in FY2019 are in the wastewater utility, aviation, use 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 taxiway delta. A major portion of next year's overall capital program is again from the Mass Transit Division. To our very pleasant surprise, we just received notice that our grant application from August 2017 was approved for a total of nine (9), 30' low-floor coaches. With this grant, and matching funds from the 3/8 cent dedicated mass transit sales tax, we may order the second round of coaches in FY2019. There is an 18-month lead time for manufacture of the new coaches, but they should arrive within one year of the nine coaches the city council approved in the FY2018 budget year.

Being at the tail end of the 2013-2019 CIP Sales Tax program, there aren't many projects remaining to construct. In FY2019 we will undertake tennis court reconstruction at the Noyes complex, Northside Complex and the Hyde Park Complex. Approximately \$1.8 million will be spent on these three tennis facilities, resulting in a major rehabilitation to 18 tennis courts.

The use tax program continues to perform well and we anticipate having \$3.7 million for contracted asphalt and concrete street maintenance. The landfill division will be constructing stage 7 of area 3 of the landfill for its next phase of expansion, at a cost of \$825,000. This expansion is within an area already permitted. Most of the work is being done by landfill division staff.

The Missouri River Levee System (MRLS) improvements began FY2017 with construction of phase 1, replacement of a gatewell structure on the right bank levee serving Rosecrans Memorial Airport. Phase 1 is now complete and operating. Phase 2 is levee improvements on the left bank levee that protects the Stockyards Industrial Park area, Lake Contrary, and farm land further south to Contrary Creek. The city's FY2018 contribution to the local 35% match was \$700,000 from the General Fund. In this year's FY2019 budget we will make our final contribution payment of \$354,500. The remaining payments to this communities local matching share of the project will be coming from the county's ¼ cent sales tax and the contributions from the three local levee districts. This \$70.71 million project requires that 35% (\$24,748,500) be provided as match money from local sources. There are six funding partners assisting with the local share, including the city, county, state and three local levee districts. A major source of the local funding comes from a four-year, ¼ cent Buchanan County sales tax.

CITY MANAGER'S BUDGET TRANSMITTAL

Detail of the City's projected capital projects' spending for FY2018 can be found in the City Capital Projects section of the budget document.

Discretionary Expenditures

Being a service organization, a significant fraction 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 1.7% of the overall operating expenditure in the FY2019 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. In FY2018 the General fund is being used to help fund the new parking garage at 9th and Felix, the local match for the next phase of the Missouri River Levee Improvements, and various operations subsidies as discussed earlier. Overall, revenues are nearly flat, while expenditures continue to rise 2-3% a year. This prompts me 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.

This year, I am recommending \$779,451 in Cell Phone funds for major purchases of replacement equipment, purchase of rolling stock and the purchase of other minor capital. \$348,161 would go to the parks and recreation department, while \$431,290 would be allocated to divisions in the public works department.

CITY MANAGER'S BUDGET TRANSMITTAL

GAMING INITIATIVES

Proposed Gaming Funded Initiatives		
	Contributions/Contracts - Recurring \$	MO-KAN Contribution
	25,000	
	10,000	State Legislative Lobbyist (Mark Rhoads)
	750	Great Northwest Day at the Capital, City's sponsorship
	189,000	Chamber Economic Development Contract
	22,000	Community Alliance Membership
	28,000	Downtown Partnership Contract
	30,000	Allied Arts
	51,310	Festival Funding
	13,000	City 4th of July fireworks display
	80,000	Property Mnt clean-up, abatement, dangerous bldg issues
	100,000	Historic preservation grants outside of HUD-eligible areas
	50,000	additional Historic preservation requested
	20,000	Save Our Heritage Neighborhood Grants
	1,600	MDOT Lease
	50,000	Public Education Spots & Cablevision Contract (Pub Info)
	25,000	Innovation Stockyard
	5,000	Chamber Marketing Program
	10,000	Chamber Wokforce Development
	150,000	Outside Professional Legal Services
	150,000	Additional Legal Litigations
	25,000	Emergency building stabilization
	10,000	Public & education outreach
	3,000	Landmark commissioner training
	50,000	Council Supported - Stormwater Match Grant program (90/10)
	-	
CONTRIBUTIONS/CONTRACTS - ONCE OR LIMITED		
TRANSFER TO GENERAL FUND		
	Nature Center:	45,000
	NonDepartmental:	10,000
TRANSFER TO SPECIAL ALLOCATION FUND		
	City Sponsored TIFs:	5,000
TRANSFER TO AVIATION FUND		
	Airport Operations:	90,000
TRANSFER TO PARKING FUND		
	Parking Operations:	6,500
	\$ 1,255,160	

CITY MANAGER'S BUDGET TRANSMITTAL

Fiscal Year 2019 Opportunities and Challenges

FY2019 will be a year with fewer capital improvement projects from the ½ cent CIP Sales Tax program since we are finishing up the existing six-year program and haven't starting the next five-year program. But, the community will continue to see and enjoy significant investment in contracted street maintenance project thanks to the voter's approval of the use tax. \$3.7 million in use tax and \$1.2 million in regular funding from the street maintenance program is a quadrupling of the prior level of annual investment in contracted street maintenance.

FY2019 should also be remembered as the first time in over a decade that there has been 0% increase in wastewater utility rates. Thanks to a several-year lull in large capital projects scheduled for the next four years, future rate increases should remain in the low single digits for a 2-3 years following FY2019.

Right at the start of the FY2019 year we will be celebrating the completion of construction of fire stations number 9 and 11. These were flagship projects of the 2013-2019 CIP program. I am pleased with the public involvement process used to help the community choose the locations for their construction. I have nothing but strong support for both projects.

This year the police department will be fully funded for 20 police officers from the Public Safety Tax. With the heightened concerns over the topic of crime, as was discussed during the recent election cycle, the full complement of officers will be welcomed. But concurrently, other municipalities have been increasing their public safety wages and benefits and it is becoming a challenge to compete and retain our good, well trained staff.

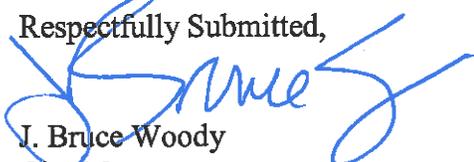
On August 7, 2018 voters will have an opportunity to renew the ½ cent Capital Improvement Sale Tax program. A group of citizens nominated by the city council completed their review of potential projects and they were reviewed and approved in April, for the public to vote on in August. If approved by the voters in August 2018, revenue from the renewed program will start on July 1, 2019. Meanwhile, the public will enjoy seeing one of the last projects of the current cycle of CIP projects constructed this year, and that is rehabilitation of the 15 tennis courts at Hyde Park, Noyes Field, and Northside Complex.

In FY2019 a study will be underway to seek input and make plans for development of the riverfront area using the hotel/motel transient sales tax fund. A Metropolitan Planning Organization study regarding the I-229 bridge and its future (maintain it or raze and replace it with an at-grade facility?) will remain in progress and is hoped to conclude next year.

This year begins with six new members on the city council. The summer will be busy with orientation meetings, tours of facilities and their initial strategic planning meetings. The outcome of that process may or may not prompt amendments to the FY2019 budget in any areas affected.

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

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

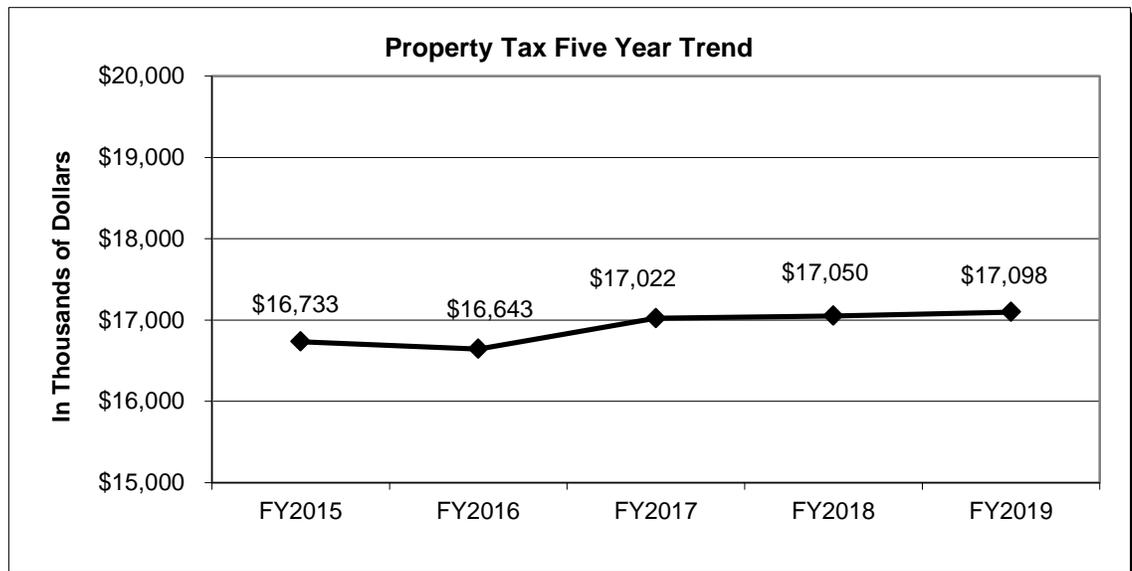
- **Property Tax** – Property taxes represent 9.0% of the City's budgeted resources. Property taxes include real, personal, public safety, railroad & utility, merchants & manufacturers', financial institutions', and payments in lieu of tax. Such taxes are assessed at the prescribed tax rate per \$100 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 1.4% up to 1.7%. The FY2018 tax assessments may have been overstated as there are currently twelve properties Paid Under Protest, with cases not scheduled to be heard at the State level until October, 2018. This not only causes a delay in final determination of the appropriate valuations for FY2018, but means that FY2019 may also be overstated. The City's portion of these protested funds is approximately \$100,000, with a possible refund of a portion back to owners if valuations are reduced.

FY2019 will not be a reassessment year, so budgeted revenue was relatively flat estimated at FY2018 levels. Hancock levels have remained under 1% and with all except for the Health tax levy at the maximum level, minimal increase is expected.

Due to the Hancock Amendment, property tax growth is confined to the lower of 5% or the Consumer Price Index ceiling. New construction valuations and prior year tax collections are not restricted by the Hancock Amendment.

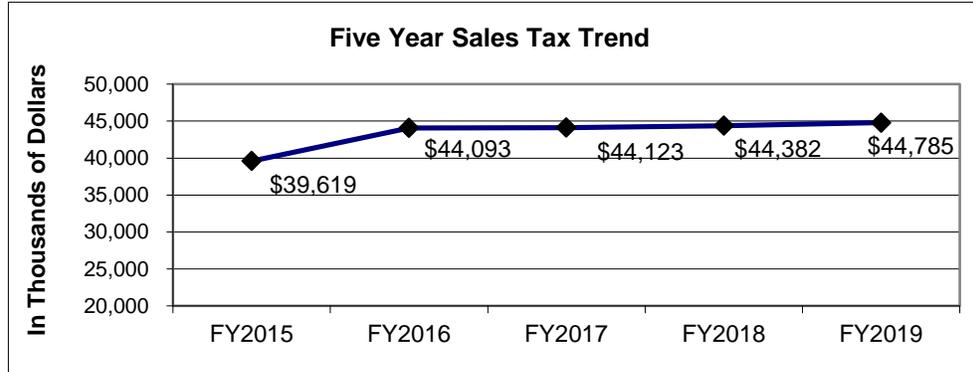


- **Sales Tax** – Sales taxes represent 29% of the City's total revenue. Sales taxes include the local 1.5% sales tax (General Fund), ½% CIP sales tax (Capital Projects Fund), ½% Public Safety Tax (Public Safety Fund), .375% Mass Transit sales tax (Transit Fund), 5% cigarette tax (General Fund), 3% hotel/motel 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).

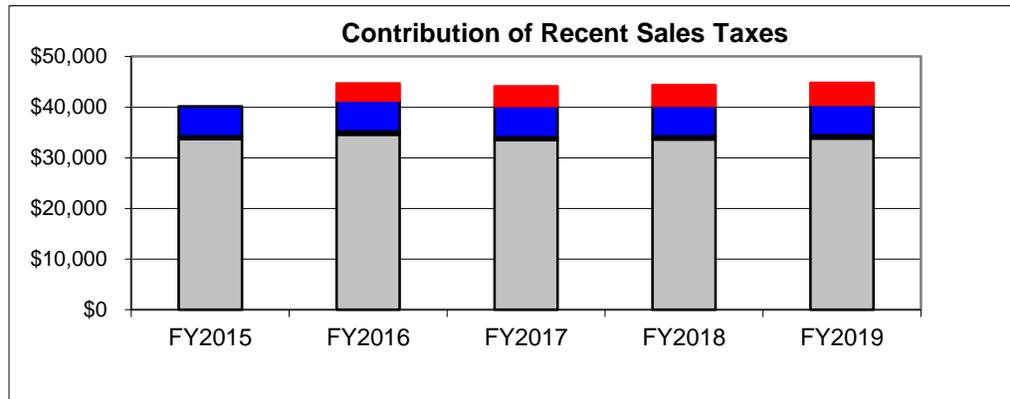
Revenue Assumptions – Historically existing sales tax revenues have ranged from slightly lower in FY2013 and FY2017, to growth of 1.5% (FY2015) to 1.8%. The overall growth in sales tax revenues have come from passage of the special purpose sales taxes - Public Safety (1/2%) tax effective January, 2014 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.

REVENUE DISCUSSION

However, at three-quarters of the way through this fiscal year, retail sales tax revenues have increased 2% over the same period in FY2017. We are cautiously optimistic that sales will remain over 1% above FY2017. The FY2019 budget is set at one-half percent (0.5%) over FY2018 projected.



The five year trend for sale tax revenues are shown in the chart below. The fluctuation in revenue beginning in FY 2016 was due to the passage of Use Tax. However, use tax revenues are slated for Street improvements only and not general purposes. With more historical data behind us, current year Use Taxes are projected to remain strong at 10% above FY2017 actual and FY2019 to continue to increase 10%.



	FY2015	FY2016	FY2017	FY2018	FY2019
Existing Sales Taxes	33,698	34,570	33,479	33,646	33,815
Riverfront Dvlpmnt Tax	544	614	591	614	614
Public Safety Tax	5,921	6,090	6,148	6,021	6,051
Use Tax-Enhanced Streets	0	3,433	3,905	4,100	4,305
Total Sales Taxes	39,619	44,093	44,123	44,382	44,785

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. Fiscal year 2018 was projected increase 7.5% due to the Solar Eclipse traffic, Trails West and the Chief's camp. The weather and fuel prices also contributed to a positive travel year. On a positive note was the addition of the Fairfield Inn on I-29. This is the first new hotel in many years. FY2019 Hotel/Motel tax projections are expected to remain at FY2018 level.

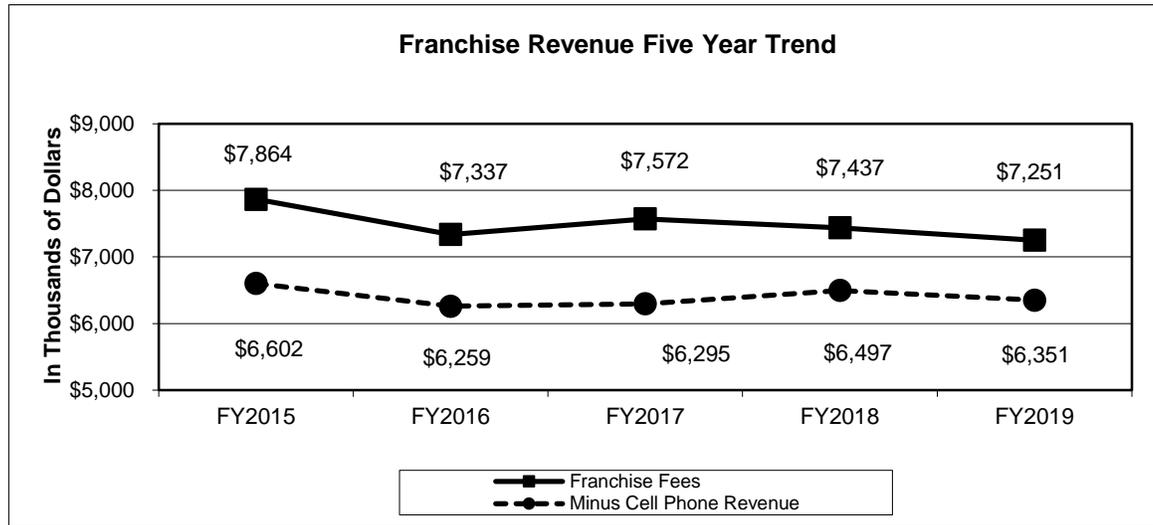
REVENUE DISCUSSION

Flooding along the Missouri River also caused cancellation of many baseball and softball tournaments in 2011, 2014 and 2015. The downtown hotel funds were pledged to the Third Street Hotel TIF through the summer, 2015. Another factor in the downward trend was the loss of Ramada Inn.

Current year Fuel tax revenues are projected slightly lower than FY2017 actual levels. Projections for FY2019 remain flat as well.

- Utility Taxes** – Utility taxes (franchise fees) represent 4% 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 - ½%, 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 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, with FY2018 increased due to colder, longer lasting winter season.

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

REVENUE DISCUSSION

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 22% of total FY2019 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 in the past ten years. The casino rebound is yet to be seen. Although admissions revenue has declined 10% over the past two fiscal years, gaming has increased slightly. FY2019 revenue is projected to remain relatively stable.

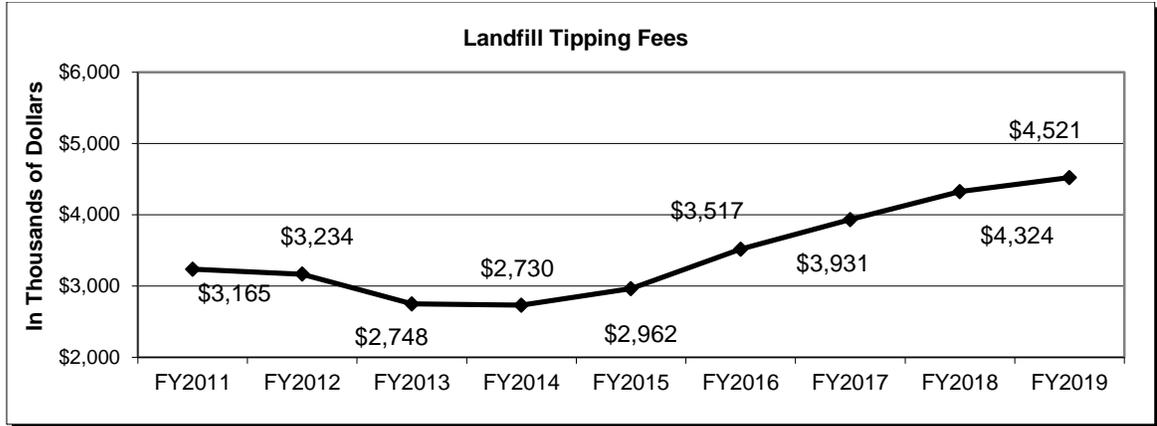
Sewer fees are determined by an annual cost of service study prepared by outside consultants. FY2018 rates increased 11% effective July 1, 2017, but the good news is that rates are projected to be low single digits in FY2019. At this time, the FY2019 study is still being finalized, but General Ordinance no. 2835, passed 6/5/17, set the July, 2018 increase at 3%. Two year revenue projections are required by the SRF bonds and anticipated rates increases must be passed a year in advance.

Historically, the City was required to take sewer billing back from the local water company in fall, 2012. 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 contracted collection agency monthly. Utility billing staff also continues to bill Country Club Village's wastewater customers per Billing and Collection Agreement.

The previous landfill tipping fee study was performed in FY2012. Recommendations at that time for tonnage fee increases at the Landfill included \$4.00 FY2013; \$3.00 in FY2016, and \$3.00 in FY2019. Although the tonnage rate had not been increased since November, 2003, City Council decided not to increase the fee until FY2014. Revenues have been on the rebound since FY2016 with increased tonnage from National Beef and WasteManagement. WasteManagement has acquired two local trash haulers within the last year and there have been bringing more solid waste to the St. Joseph Landfill. Staff is reviewing a new tipping fee study for FY2019.

Based upon current trends, the FY2018 projected revenue reflects a 10.0% increase over FY2017 actual revenue. FY2019 is projected to remain at the FY2018 level. Landfill revenue has historically been significant enough issue to display trends separately.

REVENUE DISCUSSION



- 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. Federal funding for the 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.

- 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 remained fairly constant. 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 has decreased 30% within the last few years, primarily due to the lost revenue from maximum fines and lower number of citations written/filed. 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 at the lower rate.

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

REVENUE DISCUSSION

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.

- **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.



VISION STATEMENT

St. Joseph, a thriving and progressive community with nationally recognized history providing opportunities for you.

Revised 2016

MISSION STATEMENT

The City of St. Joseph is dedicated to providing quality services by working to enhance the quality of life and to create a healthy, progressive community in which to live, work and visit.

CITY COUNCIL STRATEGIES AND ACTION PLAN

The Action Plan represents specific items within the Core Strategies that City Council identified during September 2015 and finalized at the January 2016 work session. The City Manager and department directors are tasked with exploring these items and to report on the viability of implementation. The goal of the City is to enhance the quality of life through the following Core Strategies:

- 1) Establish funding sources to pay for street and other improvements.**
 - Explore enhancement of a fuel tax.
 - Explore opportunity to increase the mill levy.

- 2) Broaden opportunities to create a vibrant downtown to encourage economic development, citizen engagement and increased residential activity.**
 - Build on current downtown economic development trends.
 - Explore additional policies to encourage economic activity downtown.
 - Support the local effort to find the most appropriate location for the Open Door Food Kitchen.
 - Develop an action plan regarding the future of the Civic Arena.
 - Explore traffic patterns into and out of downtown.

- 3) *Development of riverfront to include recreational activities and commercial development.***
 - Explore creation of an inner harbor marina.
 - Expand recreational opportunities at Heritage Park.
 - Explore creation of a downtown market.

- Explore options for opening up the riverfront.
- Create access to Waterworks Road from the north.

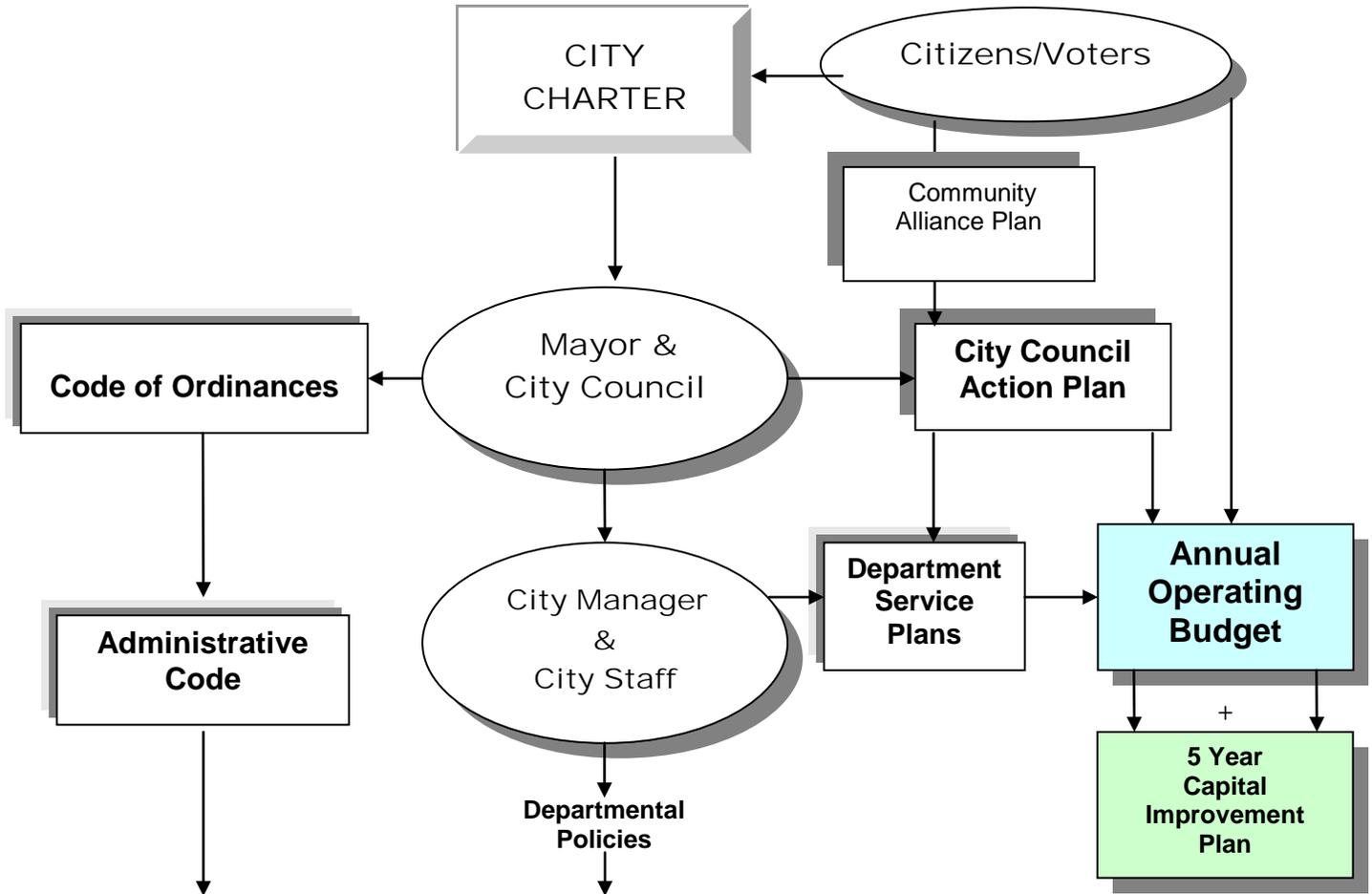
4) Enhance the appearance of the city to increase the quality of life and economic activity.

- Develop ways to beautify the community's appearance through weed and litter control
 - Reinvigorate the Adopt-a-Street program
 - Support community-based efforts.
 - Increase attention to appearance of city-owned properties.
 - Redevelop and restore neighborhoods, increasing residential vibrancy and neighborhood health.
 - Create and promote policies encouraging investment in development and restoration of older neighborhoods.
 - Address support of museums.
 - Explore future expansion on east side of city.
 - Develop codes sympathetic to the challenges of restoring older and historic buildings.

5) Improve city staff focus on customer service.

- Enhance customer service.
- Streamline the regulatory process by working with citizens and businesses to resolve and refine issues.
- Establish clear communication processes that enable staff to communicate concerns with management in a safe, non-threatening environment.
- Streamline the process for providing needed information to City Council members by city staff.

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.

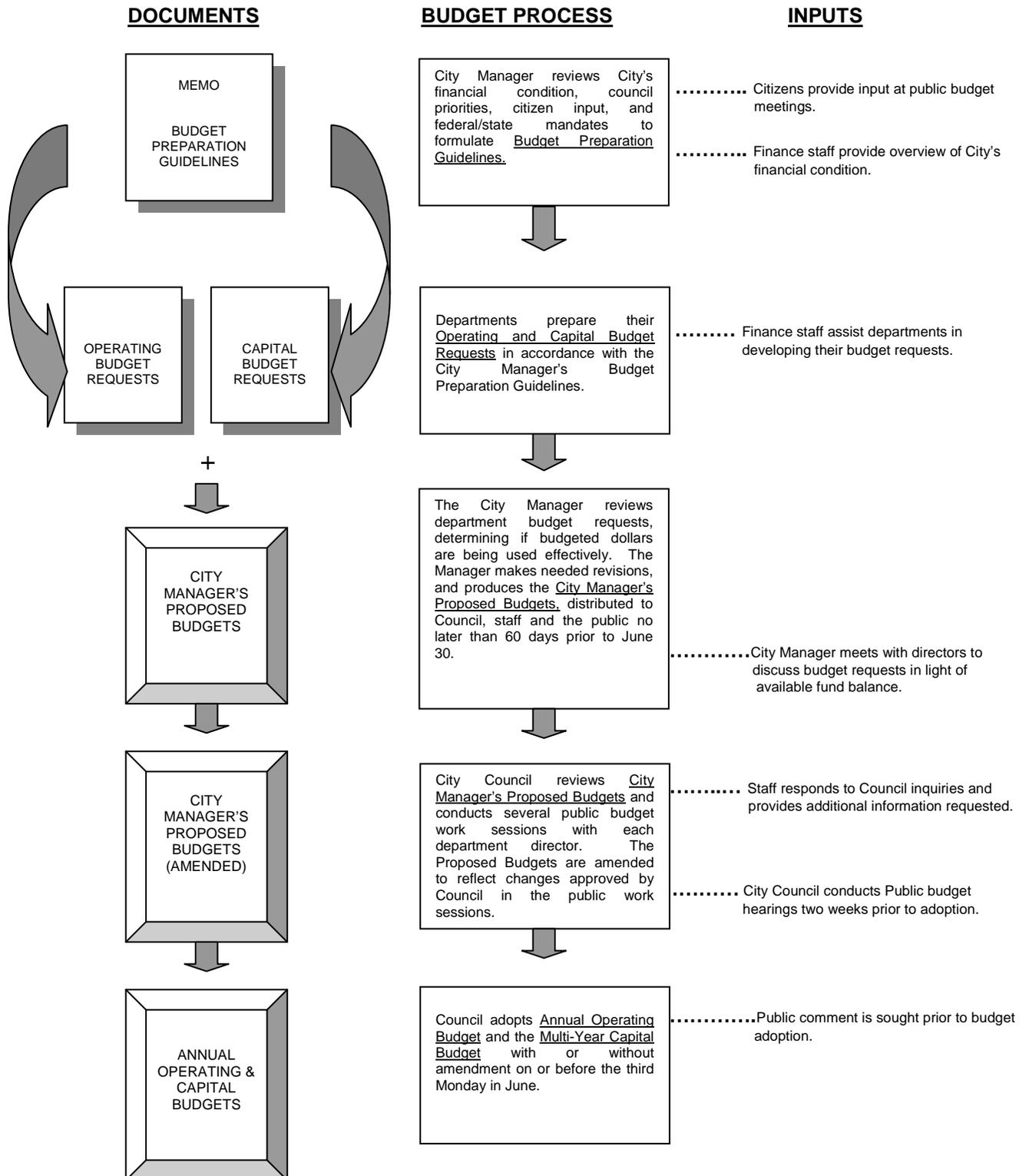
The actual components of debt management are discussed including the need for feasibility analyses and studies, debt service cash flow monitoring, covenant compliance, prepayment and defeasance of debt, and refunding of existing debt. Selection of related professional services – financial advisor, bond 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 2018/2019

January	16	Personnel listings to departments to check
	16	Prior year Core Services/CY activities/Challenges & Initiatives/Performance measures distributed for update
	31	Personnel Listing Returned to Administrative Services Department (ASD)
February	5	Base Budgets to Departments for review
	5	Department Core Services Sheets due to Administrative Services
	6	Primary Election of Council/Mayor Candidates
March	5	Base budget and any Supplemental Req (Operating, Capital, Personnel) due to ASD
	5	Final FY18 Fund Balance Reconciliations due from Accounting
	5	CIP Budget reviewed with Department directors, Capital Projects coordinator, Administrative Services
	7-16	Department Directors review supplementals, CIP, Personnel requests with City Manager
	12-16	Third quarter sales tax revenues (minus TIF disbursements) should be available
	13-14	Washington Fly-In
	23	"Preliminary" proposed budget to Manager & Directors w/ supplemental requests
	30	Final changes to budget due to Administrative Services
April	3	General Election of Council/Mayor
	6	"Final" operating budget submitted to City Manager
	9-20	Final Budget document preparation
	11	City Manager Budget Transmittal due to Administrative Services Department
	13	CIP Budget submitted to City Manager
	16	Newly Elected City Officials Sworn In
		Revenue and Expenditure projections continue to be reviewed through-out April
	20	City Manager's Proposed Budget to Council (min. 60 days prior to fiscal year start)
	20	Public Notice for Possible Sewer Rate Increase
	25-26	Possible Council - Budget Work Sessions (4 P.M., 4th Floor conference room)
	May	1-3
11		Publication of budget summary and of public hearing notice (10 days prior to Public Budget Hearing)
21		Public Hearing for Budget/CIP Plan/Sewer Rate - regular City Council meeting 7:00 p.m.
June	4	Budget Adoption - regular City Council meeting 7:00 p.m.
July	1	FY 2018/2019 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
General Governmental				Unassigned	
General Governmental	\$ 53,244	\$ 56,101	\$ (2,857)	\$ 9,164	\$ 5,775
Cell Phone Revenue	904	797	107	240	347
General Governmental				Restricted or Assigned	
Computer Escrow Xp	110	522	(412)	422	385
Riverfront Econ Dvlp Tx	682	40	642	3,325	3,967
Street Enhancement	4,305	3,700	605	1,394	1,999
Total Emergency Reserve	0	0	0	1,125	1,125
27th Payroll Reserve	0	0	0	461	618
Total General Fund	\$ 59,245	\$ 61,160	(1,915)	\$ 16,131	14,216
Special Revenue *					
Public Safety	6,051	6,842	(791)	2,245	1,454
Public Safety Equip Escro	0	0	0	0	0
Pub Sfty 27th Payroll Rsn	0	0	0	6	6
Community Development	2,236	2,334	(98)	57	(41)
Special Allocation (TIF)	9,241	8,465	776	3,819	4,595
Gaming Initiatives	1,030	1,255	(225)	372	147
Museum	922	907	15	496	511
Parks Maintenance	1,385	1,385	0	284	284
Street Maintenance	4,351	4,351	0	431	431
Enterprise (inc. CIP Programs) *					
Municipal Golf	790	773	17	4	21
Aviation	7,869	7,956	(87)	83	(4)
Public Parking	763	810	(47)	(188)	(235)
Water Protection	60,068	60,971	(903)	6,850	5,947
Mass Transit	15,765	13,913	1,852	22,882	24,734
Landfill	6,083	4,083	2,000	4,464	6,464
Capital Projects Fund	13,751	7,720	6,031	2,467	8,498
Total	\$ 189,550	\$ 182,925	\$ 6,625	\$ 60,403	\$ 67,028

***Designated Fund Balances:**

Amounts below are not reflected in the FY19 ending fund balances above:

FY2019 27th Payroll Reserve

CDBG: \$0
 Aviation: \$5,994
 Parking: \$3,036
 Sewer: \$67,725
 Golf: \$8,434
 Landfill: \$17,277

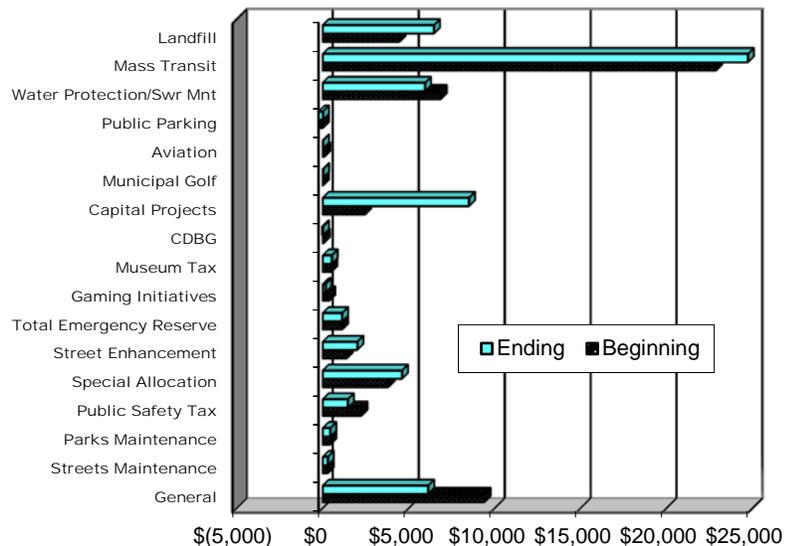
Match for FTA Bus Grants

Transit: \$0

Landfill Closure/Postclosure

Landfill: \$4,805,115

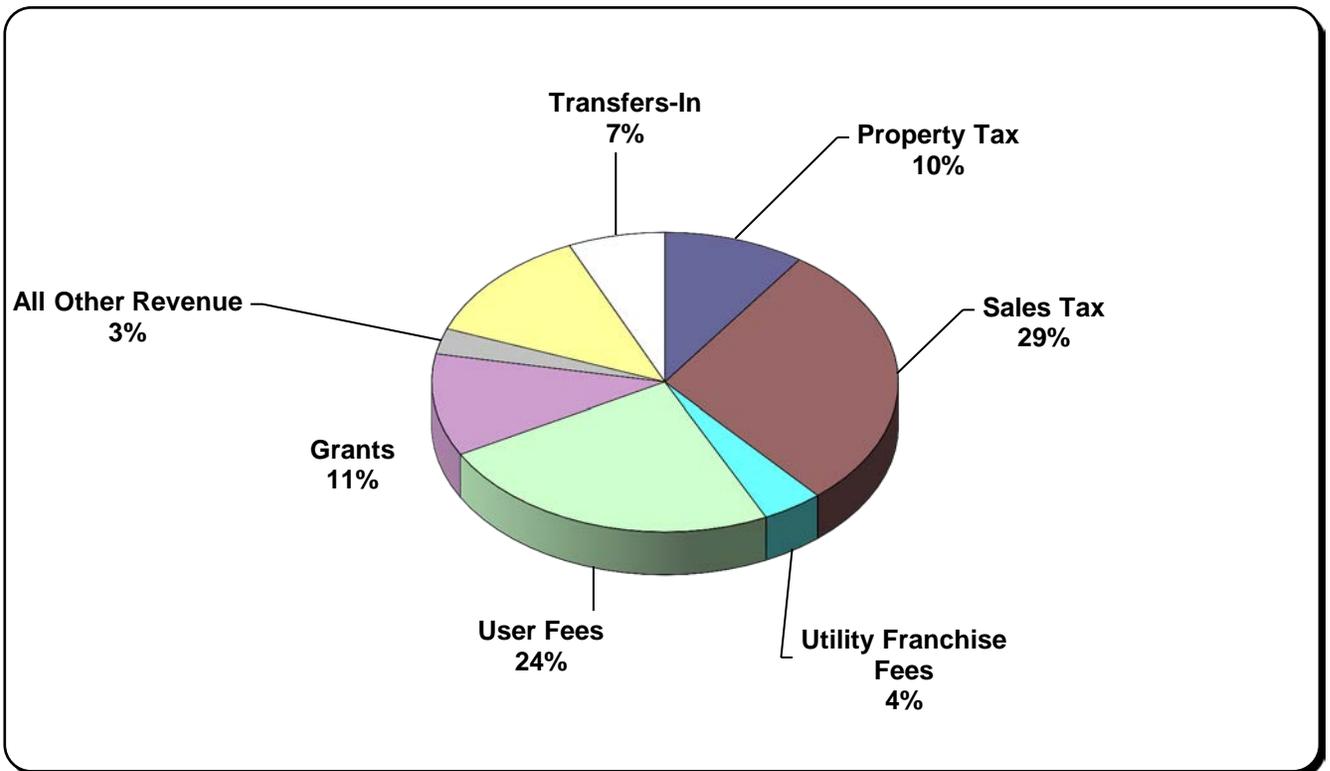
Fund Balance Comparison
(in thousands of dollars)



WHERE THE MONEY COMES FROM

(in thousands of dollars)

	FY2017 Actual	FY2018		FY2019		% of change from FY2018 Adopted
		Adopted Budget	Estimated Actual	Budget	% of total	
Revenue						
Property Tax	\$ 16,554	\$ 16,297	\$ 16,745	\$ 16,793	9%	3.04%
Sales Tax	48,603	49,068	49,028	49,548	26%	0.98%
Utility Tax	7,572	7,388	7,526	7,247	4%	(1.91%)
User Fees & Gaming	38,458	39,530	39,536	41,398	22%	4.73%
Grants	8,379	13,282	14,204	18,894	10%	42.25%
	119,566	125,565	127,039	133,880	71%	6.62 %
Other Revenue						
Licenses & Permits	1,662	1,660	1,582	1,652	1%	(0.45)%
Fines	912	1,023	1,023	860	0%	(15.92)%
Interest	628	72	72	262	0%	264.77 %
Bond Proceeds	16,133	8,062	8,062	21,450	11%	166.05 %
Other	3,205	1,973	2,597	1,992.66	1%	1.00 %
	22,540	12,790	13,337	26,217	14%	104.98 %
Operating Revenue	142,106	138,355	140,376	160,098	84%	15.72 %
Interfund Transfers-In	12,062	12,770	12,865	11,544	6%	(9.60)%
From (to) Fund Balance	-	18,618	-	17,909	9%	(3.81)%
Total Revenue	\$ 154,169	\$ 169,742	\$ 153,240	\$ 189,550	100%	11.67 %

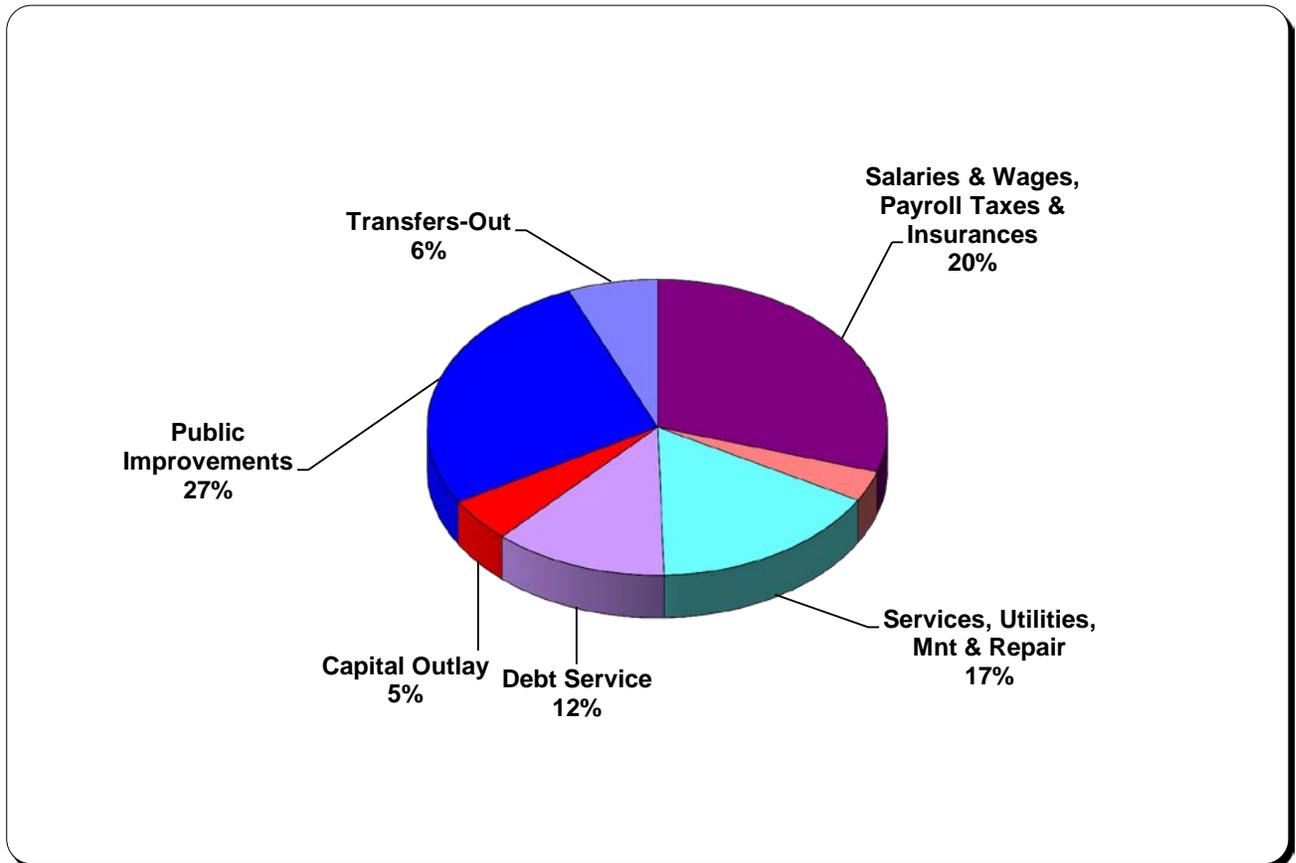


WHERE THE MONEY GOES

by Expenditure Type
(in thousands of dollars)

Expenditure	FY2017 Actual	FY2018		FY2019		% of change from FY2018 Adopted
		Adopted Budget	Estimated Actual	Budget	% of Total	
Salaries & Wages	\$ 32,912	\$ 35,317	\$ 35,396	\$ 36,220	20%	3% r
Employee Benefits*	14,280	18,316	18,353	18,427	10%	1%
Materials & Supplies	4,798	6,026	6,191	6,081	3%	1% ;,
Services & Utilities	27,878	28,872	29,656	29,892	16%	4%
Debt Service	18,843	18,243	18,243	22,357	12%	23%
Capital Outlay	4,163	7,100	7,692	8,828	5%	24%
Public Improvements	69,594	36,470	38,658	49,576	27%	36%
	172,468	150,344	154,190	171,381	94%	14%
Interfund Transfers-Out	11,942	12,770	12,850	11,544	6%	(10%)
Total Expenditures	\$184,410	\$163,114	\$167,039	\$182,925	100%	12%

*Payroll Taxes, Pension Costs, Health Insurance



WHERE THE MONEY GOES

Operational Summary

Department	FY2019 Budget	% of Operating Total	% of Total Budget
Public Works	\$ 57,750	49.4%	
Police	20,256	17.3%	
Fire	14,844	12.7%	
Parks & Recreation	8,283	7.1%	
Planning & Community Dvlpmnt	4,293	3.7%	
Administrative Services	3,946	3.4%	
Health	4,548	3.9%	
City Manager	1,645	1.4%	
Legal	829	0.7%	
City Clerk	220	0.2%	
City Council & Mayor	253	0.2%	
Total Major Operating Departments	\$116,867		63.9%

CIP Summary

		% of CIP Total	
Water Protection CIP	\$ 28,796	53.8%	
CIP Sales Tax	7,720	14.4%	
Transit CIP	7,910	14.8%	
Airport CIP	7,200	13.4%	
Museum Tax CIP	272	0.5%	
Museum Tax CIP	434	0.8%	
Landfill CIP	1,225	2.3%	
Golf CIP	9	0.0%	
Total Capital Projects	\$53,567		29.3%

Other Budgeted Programs

		% of Other Programs Total	
Special Allocation (TIF & EDC)	8,464	67.8%	
Non Department & Cell Phone	2,299	18.4%	
Gaming Financed Initiatives	1,255	10.0%	
Municipal Museums Tax	473	3.8%	
Total Other Programs	\$12,492		6.8%

Total Budget	\$ 182,925
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Staffing by Service/Program

Includes Regular, Part Time Employees

	<u>FY2018</u> <u>Adopted</u>	<u>FY2019</u> <u>Budget</u>	<u>Change from</u> <u>Prior Yr</u> <u>Adopted</u>
General Government & Administrative Services			
Mayor's Office/City Clerk*	3.6	3.6	0.0
City Manager/Pulbic Info/HR/Building Maint	6.0	13.0	7.0
Legal/Risk Management	9.0	9.0	0.0
Administrative Services (including Muni Court)**	<u>35.3</u>	<u>28.8</u>	<u>(6.5)</u>
*Exc. 9 PT elected council, ** Exc. 1 FT elected judge	53.9	54.4	0.5
Planning & Community Development			
Planning & CD Admin	3.0	3.0	0.0
Planning	2.0	2.0	0.0
CDBG Admin & Housing/Revitalization	5.5	5.5	0.0
Property Maintenance/Demolition	12.5	12.5	0.0
Building Development	<u>5.0</u>	<u>5.0</u>	<u>0.0</u>
	28.0	28.0	0.0
Parks & Recreation			
Parks & Rec Administration	5.0	5.0	0.0
Parks Maintenance	25.0	25.0	0.0
Rec Activities & Cultural Facilities	30.6	30.6	(0.0)
Golf Operations	<u>7.3</u>	<u>7.3</u>	<u>0.0</u>
	67.8	67.9	(0.0)
Public Safety			
Police	185.0	188.0	3.0
Fire	131.0	131.0	0.0
Health	<u>44.1</u>	<u>44.1</u>	<u>0.0</u>
	360.1	363.1	3.0
Public Works			
Public Works Admin/MPO	6.0	6.0	0.0
Engineering	10.0	10.0	0.0
Street & Sewer Support Srvcs	16.0	16.0	0.0
Streets Maintenance	54.0	56.0	2.0
Aviation	6.0	6.0	0.0
Landfill/Recycling Ops	18.0	18.0	0.0
Water Protection/Sewer Mnt	82.6	84.6	2.0
Parking Operations	<u>4.6</u>	<u>5.6</u>	<u>1.0</u>
	197.2	202.2	5.0
Total Full Time Equivalents	<u>707.0</u>	<u>715.5</u>	<u>8.5</u>

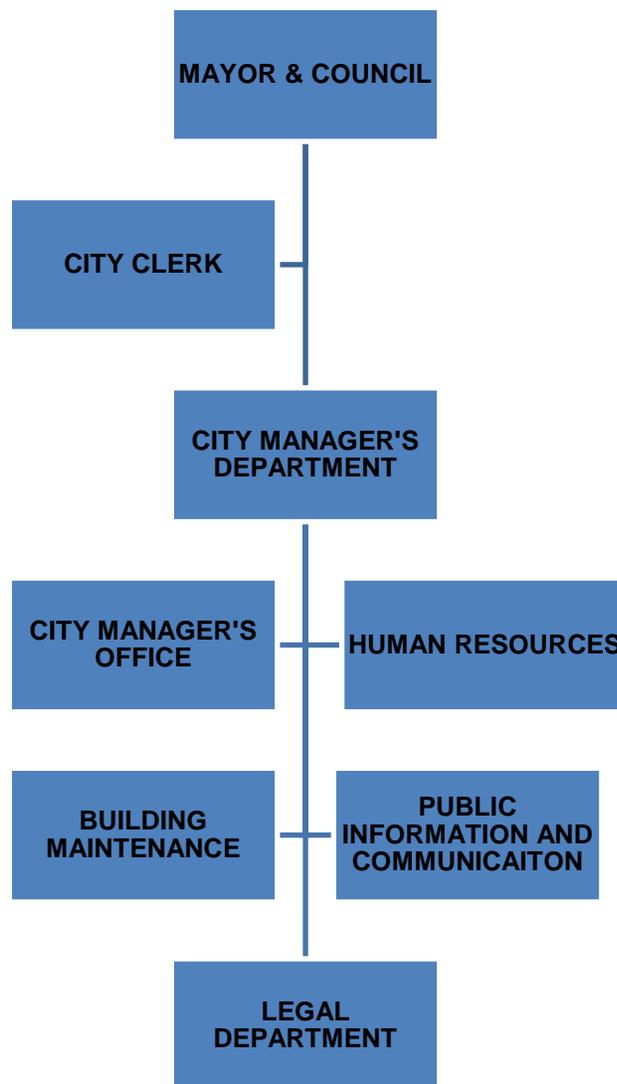


GENERAL GOVERNMENT DEPARTMENTS

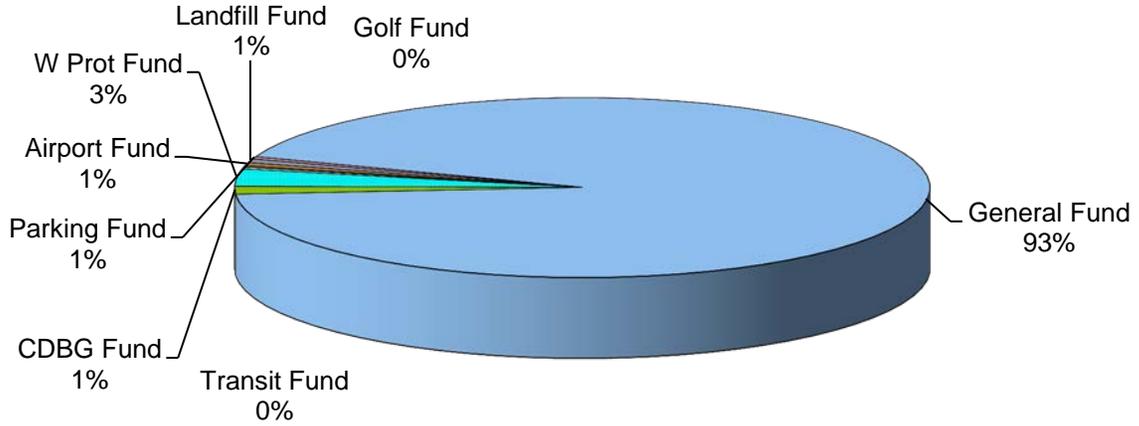
The General Governmental Departments provide the legislative and managerial services for city government.

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

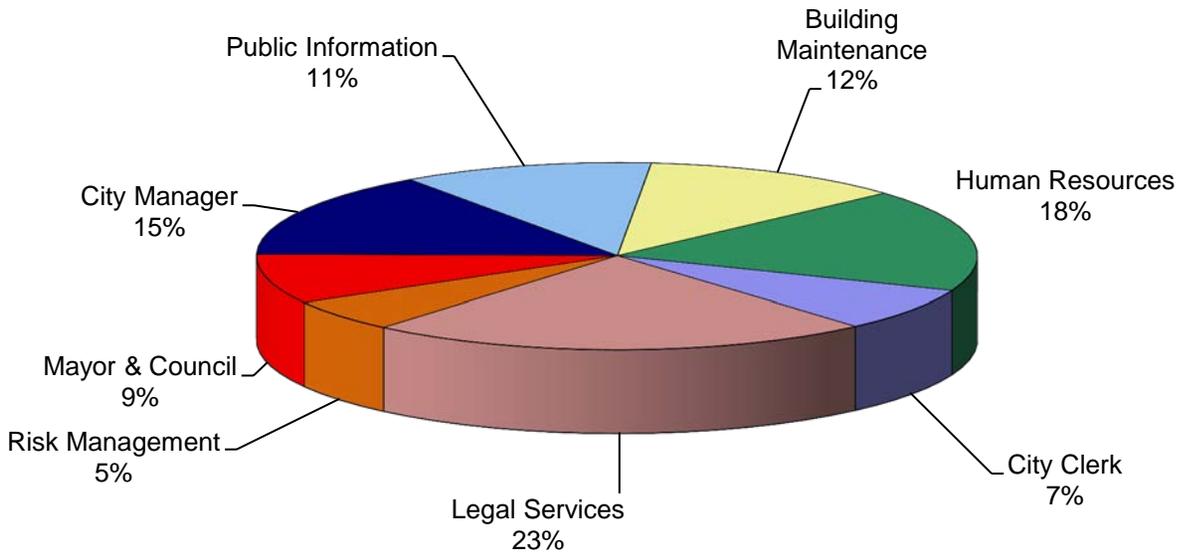
TOTAL BUDGETED RESOURCES: \$ 2,946,870



GENERAL GOVERNMENT SOURCES & USES



FUNDING SOURCES



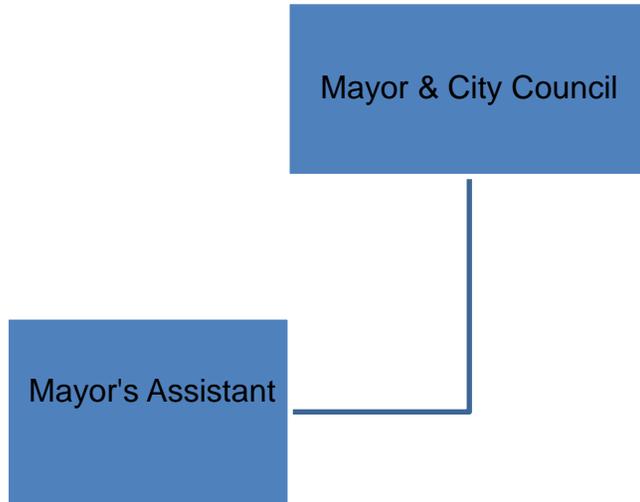
PROGRAM USES

GENERAL GOVERNMENT DEPARTMENTS SUMMARY

ACCOUNT TYPE	2016-17	2017-18		2018-19		
	Actual	Adopted	Estimated	Budget		
		Budget	Actual			
Salaries & Wages	981,182	1,097,641	1,097,641	1,523,138		
Payroll Expenses & Benefits	407,523	552,935	552,935	725,350		
Materials & Supplies	31,434	28,690	28,690	66,880		
Utilities & Other Contracted Services	142,144	209,440	218,922	601,502		
Elections	0	80,000	78,600	30,000		
	1,562,285	1,968,705	1,976,787	2,946,870		
USES BY PROGRAM		DEPARTMENT				
Mayor & City Council		Mayor & Council	190,773	217,428	217,428	252,894
City Clerk		City Clerk	154,178	258,647	258,647	219,895
City Manager's Office		City Manager	250,901	390,398	390,398	441,375
Public Inform & Comm		City Manager	267,343	305,494	313,576	332,295
Building Maintenance		City Manager	0	0	0	347,443
Human Resources		City Manager	0	0	0	524,232
Legal Services		Legal	560,371	644,257	644,257	667,337
Risk Management		Legal	138,718	152,481	152,481	161,401
			1,562,285	1,968,705	1,976,787	2,946,870
FUNDING SOURCES						
General Fund	1,414,411	1,798,248	1,806,330	2,746,919		
CDBG Fund	44,163	43,323	43,323	41,339		
Water Protection Fund	63,233	68,015	68,015	91,602		
Golf Fund	4,468	7,226	7,226	9,372		
Mass Transit Fund	9,755	10,587	10,587	8,337		
Airport Fund	8,494	11,872	11,872	16,785		
Landfill Fund	7,653	14,142	14,142	19,276		
Parking Fund	10,108	15,292	15,292	13,240		
	1,562,285	1,968,705	1,976,787	2,946,870		
STAFFING SUMMARY						
* Mayor & City Council	1	1	1	1		
City Clerk	2.3	2.6	2.6	2.6		
City Manager's Office	2	3	2	3		
Public Inform & Comm	3	3	3	3		
Building Maintenance	0	0	0	2		
Human Resources	0	0	0	5		
Legal Services	7	7	7	7		
Risk Management	2	2	2	2		
	17.3	18.6	17.6	25.6		

*Does not reflect the nine elected members of City Council

Mayor & Council



Mayor & City Council

Mission

To provide the City Manager clear policy direction toward providing quality services in order to enhance the quality of life and to create a healthy, progressive community in which to live, work and visit.

Core Services

- Provide policy direction for City operation
- Promote public participation in government through regular and special Council meetings, public hearings and workshops, and City Talk programs
- Encourage partnerships with other public, private and nonprofit sectors to resolve local issues

Current Year Activity/Achievements

- Held approximately 58 public Council meetings and work sessions to discuss pending issues
- Conducted five City Talk meetings throughout the city limits.
- Completion of several CIP Projects, including Hyde Park, Mansfield Road, Cook Road, the downtown parking structure, and work started on two new fire stations.
- Continue partnership with the 139th Airlift Wing and improvements to the Rosecrans Memorial Airport, including the wildlife perimeter fence and the signing of the "Open Skies" Treaty.
- Successful Solar Eclipse event on August 21, 2017

Budget Challenges/Planned Initiatives

- Attracting new businesses
- Continuing Riverfront development
- Continuing to develop concepts for downtown development
- Improve streets and infrastructure

MAYOR & CITY COUNCIL

Program 8110

Program Description

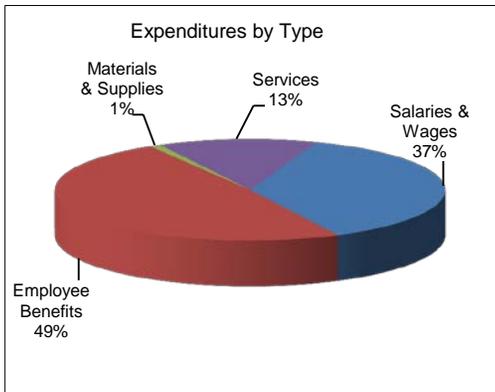
The Mayor and eight City Council members are the elected representatives of the citizens of St. Joseph and are charged with the formation of public policy to meet the community's needs. They are responsible for appointing the City Manager and the City Clerk.

Staffing Detail

Council Members (Elected, Part Time)
Mayor's Assistant

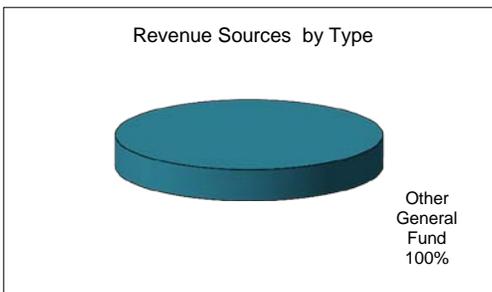
2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
8	8	8	8
1	1	1	1
1	1	1	1

Operating Budget Summary



Expenditures:

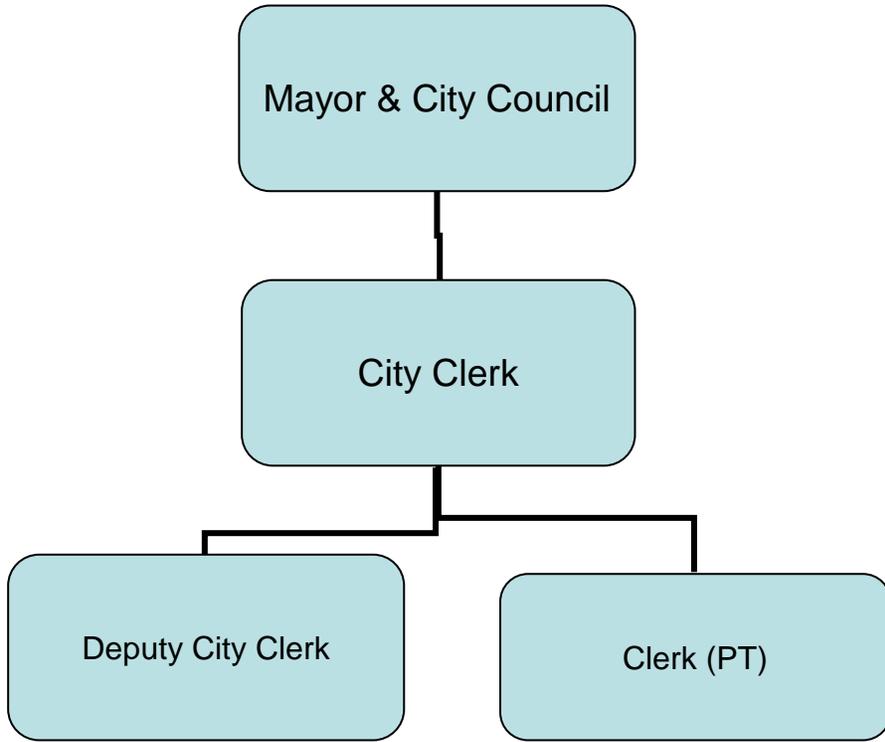
	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	47,741	59,494	59,494	93,586
Employee Benefits	118,011	122,244	122,244	123,618
Materials & Supplies	1,994	2,100	2,100	2,300
Services	23,028	33,590	33,590	33,390
Total	190,773	217,428	217,428	252,894



Revenue Sources:

	2016-17	2017-18	2018-19
	Actual	Adopted Budget	Estimated Actual
Other General Fund	190,773	217,428	217,428
Total	190,773	217,428	217,428

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 2,000
- Number of ordinances and resolutions processed 333
- Number of Council meetings and work sessions held 57
- Supplements to the code processed and distributed 4
- Bills of Sale processed 86

CITY CLERK

Program 8210

Program Description

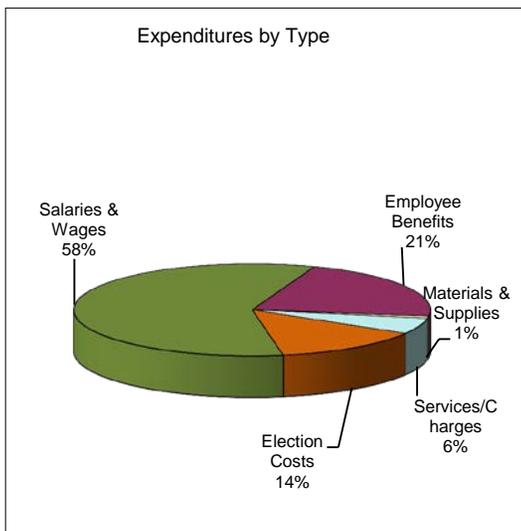
Secretary to the City Council and legal custodian of the City's official records. The Clerk provides City Council, other city departments and citizens with accurate and timely information regarding those records as well as posting all official meeting notices.

Staffing Detail

City Clerk
 Deputy City Clerk
 Clerk (PT)

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0.3	0.6	0.6	0.6
2.3	2.6	2.6	3

Operating Budget Summary

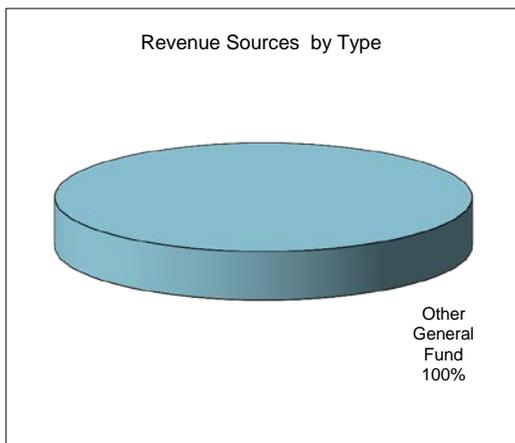


Expenditures:

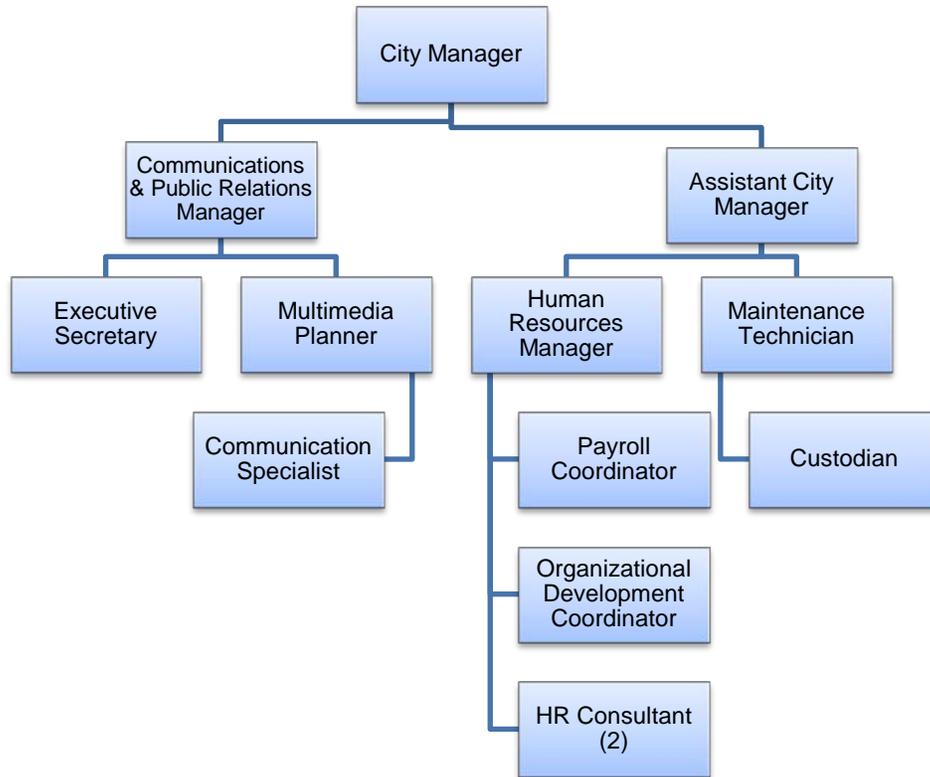
	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	111,674	120,514	120,514	128,553
Employee Benefits	32,603	44,193	44,193	47,352
Materials/Supplies	1,296	1,700	1,700	1,700
Services/Charges	8,606	12,240	13,640	12,290
Election Costs	0	80,000	78,600	30,000
Total	154,178	258,647	258,647	219,895

Revenue Sources:

Other General Fund	154,178	258,647	258,647	219,895
Total	154,178	258,647	258,647	219,895



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 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
- Provide timely responses to citizen inquiries.
- Oversee the financial health of the organization through annual and long-range financial planning.

Current Year Activity/Achievements

- Improved LAGERS benefits for general and fire employees.
- Assisted CIP Citizens Committee with the 2019 campaign.
- Oversaw the continuation of 2013 CIP projects.
- Issued RFP for riverfront development utilizing hotel/motel (lodging) tax.
- Pursuing options for Riverfront Park.

Budget Challenges/Planned Initiatives

- Strategic planning for newly elected City Council.
- Develop and implement Servant Leadership Initiative.
 - Explore revenue sources to further enhance contracted street maintenance activities (e.g. local fuel tax, mill levy, etc.).
- Continue efforts for Civic Arena/Event Center and related development downtown.

CITY MANAGER'S OFFICE

Program 8300

Program Description

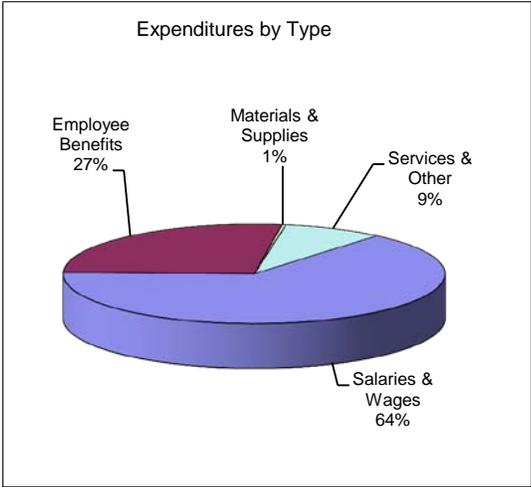
The City Manager is appointed by and serves at the discretion of the City Council and is the City's chief administrative officer. The City Manager implements the policies established by City Council and administers the day-to-day operations of the City through his actions and those of his directors.

Staffing Detail

City Manager
 Assistant City Manager
 Executive Administrative Assistant

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
0	1	0	1
1	1	1	1
2	3	2	3

Operating Budget Summary

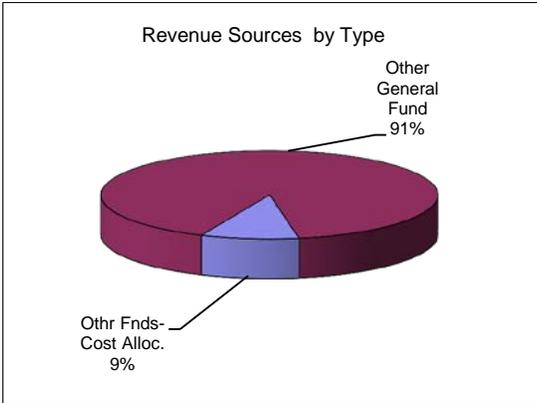


Expenditures:

	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Salaries & Wages	177,885	244,254	244,254	283,550
Employee Benefits	65,747	107,344	107,344	119,025
Materials & Supplies	410	1,450	1,450	1,450
Services & Other	6,859	37,350	37,350	37,350
Total	250,901	390,398	390,398	441,375

Revenue Sources:

	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Othr Fnds-Cost Alloc.	40,458	43,186	43,186	41,322
Other General Fund	210,443	347,212	347,212	400,053
Total	250,901	390,398	390,398	441,375



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
- Provides writing, design, photography, and other graphic services for print, digital, and video communication
- 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 CIP citizen committee to present the 2019 campaign to voters in August
- Coordinated City Talk meetings
- Further expanded the utilization of social media as a method of communications
- Developed original programming for the city's government access channel, cable 19
- Televised City Council and Planning Commission meetings and other numerous public meetings
- Developed marketing campaigns and multimedia production for several special events
- Produced marketing pieces for four utility billing inserts, reaching 25,500 customers each insert
- Coordinated a series of public meetings to discuss the next phase of Hyde Park

Budget Challenges/Planned Initiatives

- Create a community brand in conjunction with the Community Alliance partners.
- Maintaining effective communications and developing original programming with limited staffing
- Upgrade the multimedia technology in the Council Chamber - in progress

Performance Statistics

- Number of City Weekly publications produced - 26
- Subscriber network for City Weekly - 1600
- Number of city meetings televised - 45
- Number of press releases issued - 32
- Facebook likes - 4,134 likes, up from 3,134 previous year
- Twitter followers - 2,739, up from 2,443 previous year. Tweets 5,309

PUBLIC INFORMATION & COMMUNICATIONS

Program 8320

Program Description

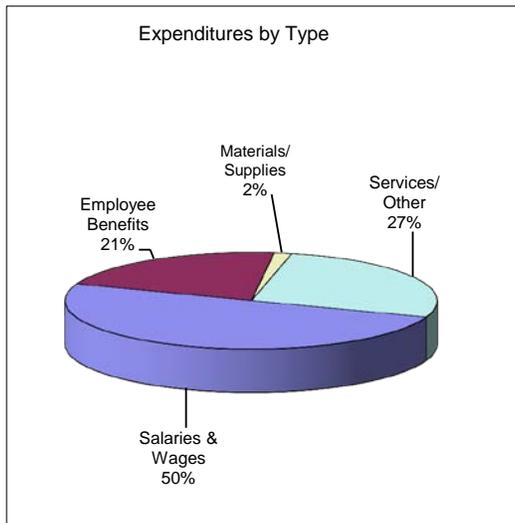
This division oversees communications with customers, both internal and external, provides content management for the City's website, manages the City's government access channel and social media, and assists departments with the effective use of technology to communicate.

Staffing Detail

Communications & Public Relations Manager
 MultiMedia Planner
 Communications Specialist

2016-17	2017-18		2018-19
	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

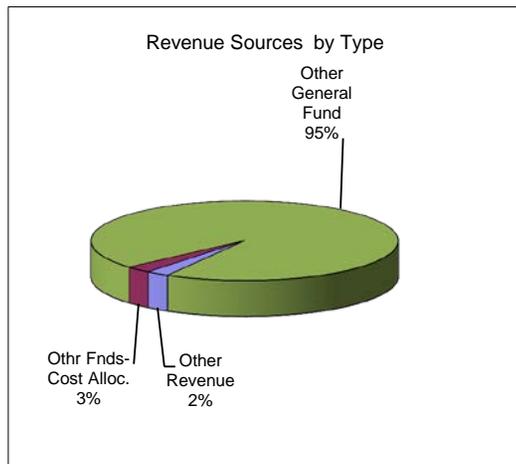


Expenditures:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	157,076	164,006	164,006	166,468
Employee Benefits	48,157	68,958	68,958	70,801
Materials/Supplies	6,364	5,100	5,100	5,100
Services/Other	55,745	67,430	75,512	89,926
Total	267,343	305,494	313,576	332,295

Revenue Sources:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenue	8,081	0	8,082	8,082
Othr Fnds-Cost Alloc.	8,048	8,134	8,134	8,928
Other General Fund	251,213	297,360	297,360	315,285
Total	267,343	305,494	313,576	332,295



Building Maintenance

Mission

Maintain a clean, safe, comfortable and aesthetically pleasing work environment at City Hall.

Core Services

- Review existing custodial activities and recommend improvements if appropriate.
- Monitor the building's heating and cooling systems for maximum efficiency.
- Perform custodian 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 passed.
- Clean out of basement area for more efficient storage and to have area for employees and public tornado shelter area.

BUILDING MAINTENANCE

Program 8711

Program Description

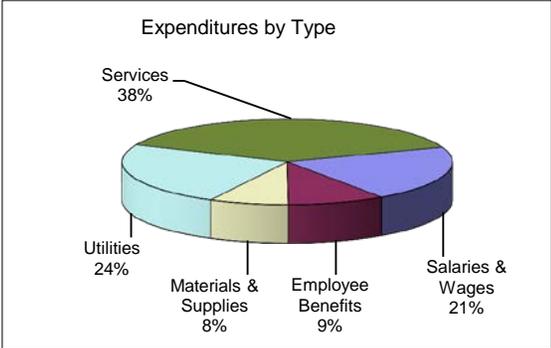
Maintenance staff provide a clean, safe, comfortable and aesthetically pleasing work environment at City Hall.

Staffing Detail

Maintenance Technician
 Custodian
 PT Custodian

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0.75	0.75	0.75	0.75
2.75	2.75	2.75	2

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Utilities
 Services

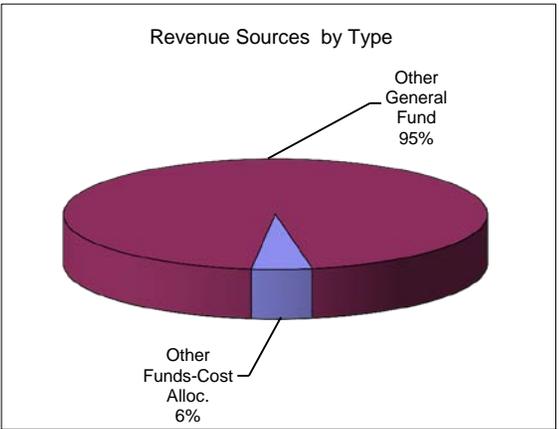
2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
85,839	86,693	86,693	72,682
35,047	35,195	35,195	33,099
21,994	22,629	22,629	26,915
81,142	83,000	83,000	83,000
65,517	62,677	62,677	131,747
Total	289,540	290,194	347,443

Total

Revenue Sources:

Other Funds-Cost Alloc
 Other General Fund

Total



Human Resources

Mission

In support of the City's principles, values, vision and mission, it is the mission of human resources to support the total operation in meeting its goals through its most valuable resource, its employees.

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 procedures, etc.
- Annual review of Personnel Manual.

Current Year Activity/Achievements

- Advised and assisted supervisors with disciplinary and other employment & benefit related questions, concerns & issues.
- 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 IRA, etc. and reconciled monthly statements.
- 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
- 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.
- 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.

HUMAN RESOURCES

Program 8621

Program Description

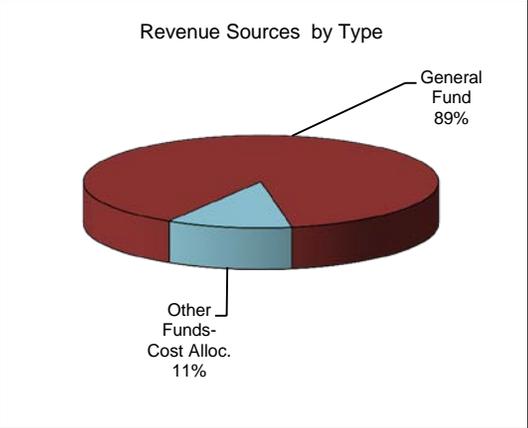
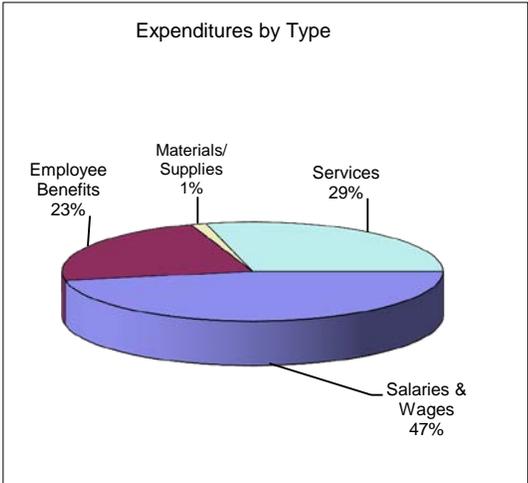
This division assists other City departments in hiring and maintaining qualified individuals through the basic staff services of employee recruitment, in-processing, evaluation, benefits administration, labor relations, examinations, position and pay administration, employee records maintenance, training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

Staffing Detail

Human Resources Manager
 Organization Development Coordinator
 Human Resources Consultant
 Payroll Coordinator

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	2
1	1	1	1
4	4	4	5

Operating Budget Summary



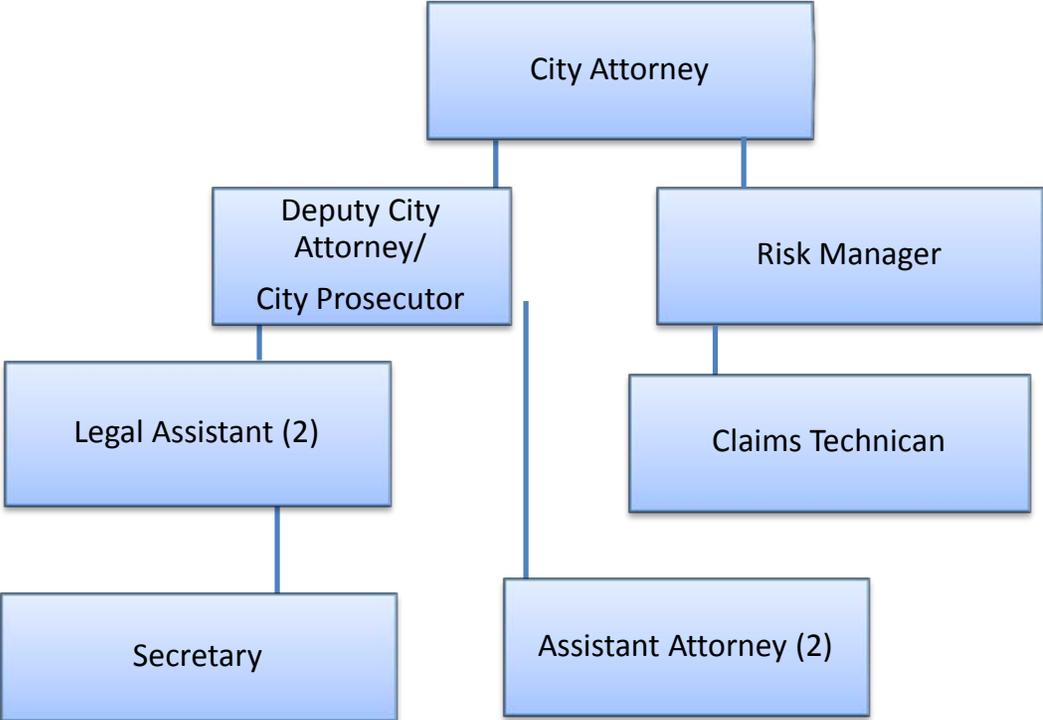
Expenditures:

	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Salaries & Wages	246,506	280,696	280,696	246,392
Employee Benefits	66,649	126,079	126,079	119,175
Materials/Supplies	6,208	6,900	6,900	6,900
Services	44,848	66,765	66,765	151,765
Total	364,212	480,440	480,440	524,232

Revenue Sources:

	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Other Funds-Cost Alloc	60,107	53,436	53,436	59,790
General Fund	304,105	427,004	427,004	464,442
Total	364,212	480,440	480,440	524,232

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

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
- 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, arbitration, 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.
- Reviewed multiple real estate contracts for projects related to the City's sale and purchase of property.
- 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.
- Updated numerous contracts for services acquired by the City.
- 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.
- Continued uncertainty with regard to budget impact of transitioning Risk Management Division to the Legal Department.
- 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.

LEGAL SERVICES

Program 8390

Program Description

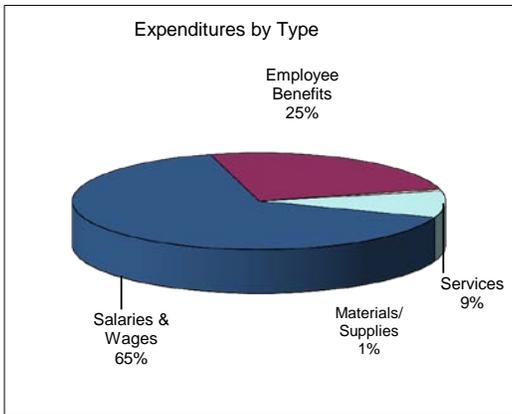
Legal staff conduct litigation involving the City, prepare and enforce City ordinances and resolutions, render legal opinions and advice, and draft City contracts, leases and other legal documents. The City Prosecutor represents the City when individuals are seen in Municipal Court for citations issued 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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	2
1	1	1	0
2	2	2	2
1	1	1	1
7	7	7	7

Operating Budget Summary

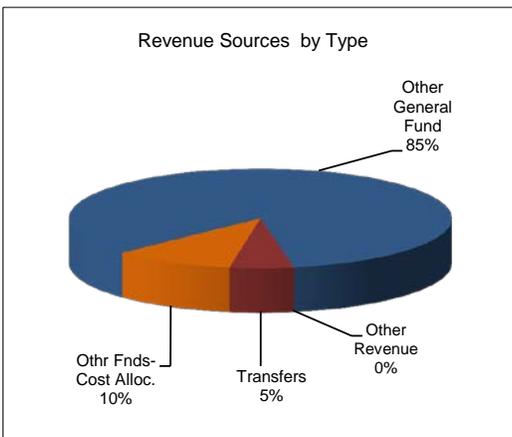


Expenditures:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	394,815	415,105	415,105	435,279
Employee Benefits	111,662	168,323	168,323	168,024
Materials/Supplies	5,987	4,500	4,500	4,500
Services	47,907	56,330	56,330	59,534
Total	560,371	644,257	644,257	667,337

Revenue Sources:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenue	1,172	0	0	0
Transfers	0	49,738	49,738	35,809
Othr Fnds-Cost Alloc.	64,889	67,410	67,410	68,197
Other General Fund	494,310	527,109	527,109	563,331
Total	560,371	644,257	644,257	667,337



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.

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
- 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.
- Implemented Enterprise Risk Management to encourage Culture of Safety across all departments.

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.
- Development of Enterprise Risk Management program facilitated across the organization.
- Increase Safety Awareness through development of Safety Meetings in all departments.

Performance Statistics

- Responded to 220 liability (including sewer) incidents. (CY17)
- Processed 69 subrogation incidents. (CY17)
- Processed 234 employee injuries. (CY17)

RISK MANAGEMENT

Program 8651

Program Description

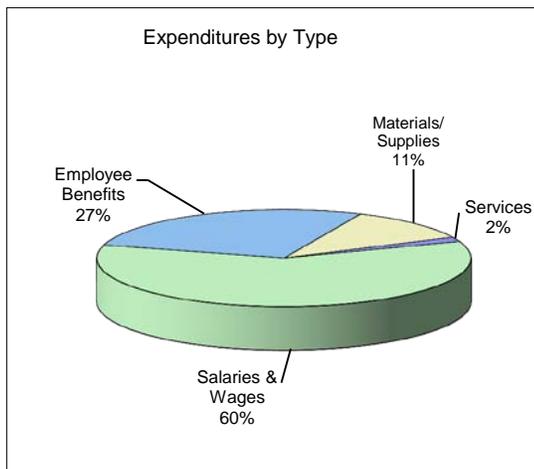
Staff works to reduce the City's exposure to insurance risk (loss) through aggressive management of the City's Property/Casualty Insurance Program, the Self-Insured Workers' Compensation Program, the City's Loss Control Program, and the Drug/Alcohol Testing Program.

Staffing Detail

Risk Manager
Claims Technician

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary

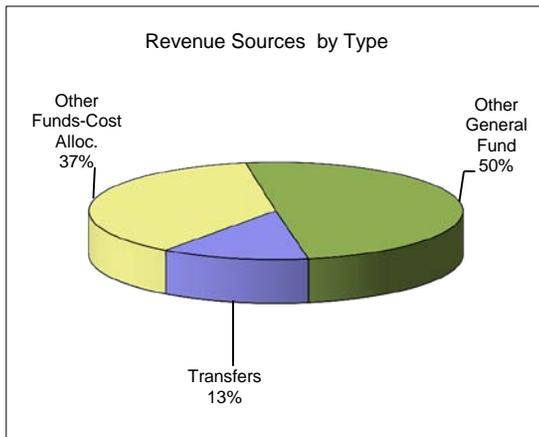


Expenditures:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	91,991	94,268	94,268	96,630
Employee Benefits	31,343	41,873	41,873	44,256
Materials/Supplies	15,384	13,840	13,840	18,015
Services	0	2,500	2,500	2,500
Total	138,718	152,481	152,481	161,401

Revenue Sources:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Transfers	0	20,071	20,071	20,617
Other Funds-Cost Alloc	76,678	53,436	53,436	60,403
Other General Fund	62,040	78,974	78,974	80,381
Total	138,718	152,481	152,481	161,401



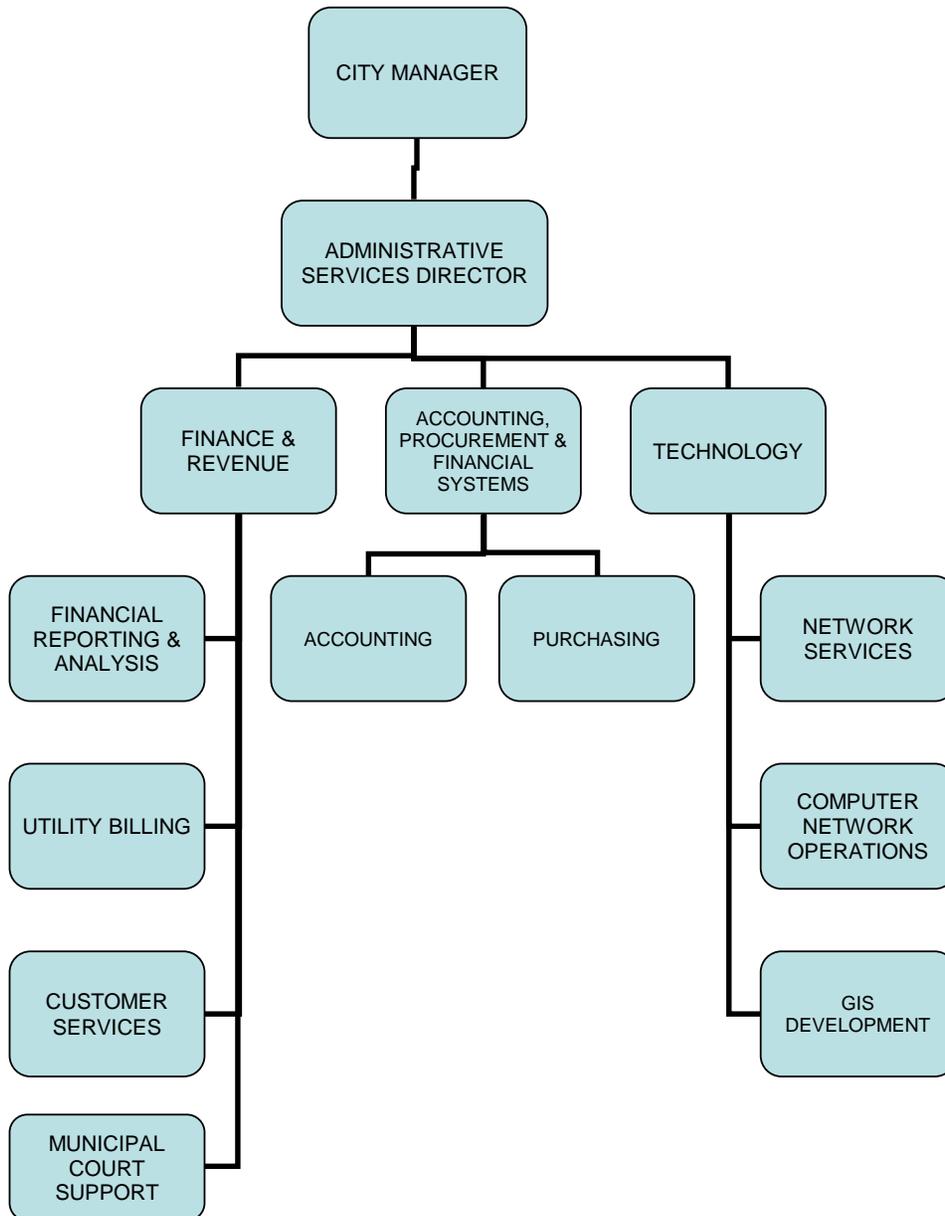


ADMINISTRATIVE SERVICES DEPARTMENT

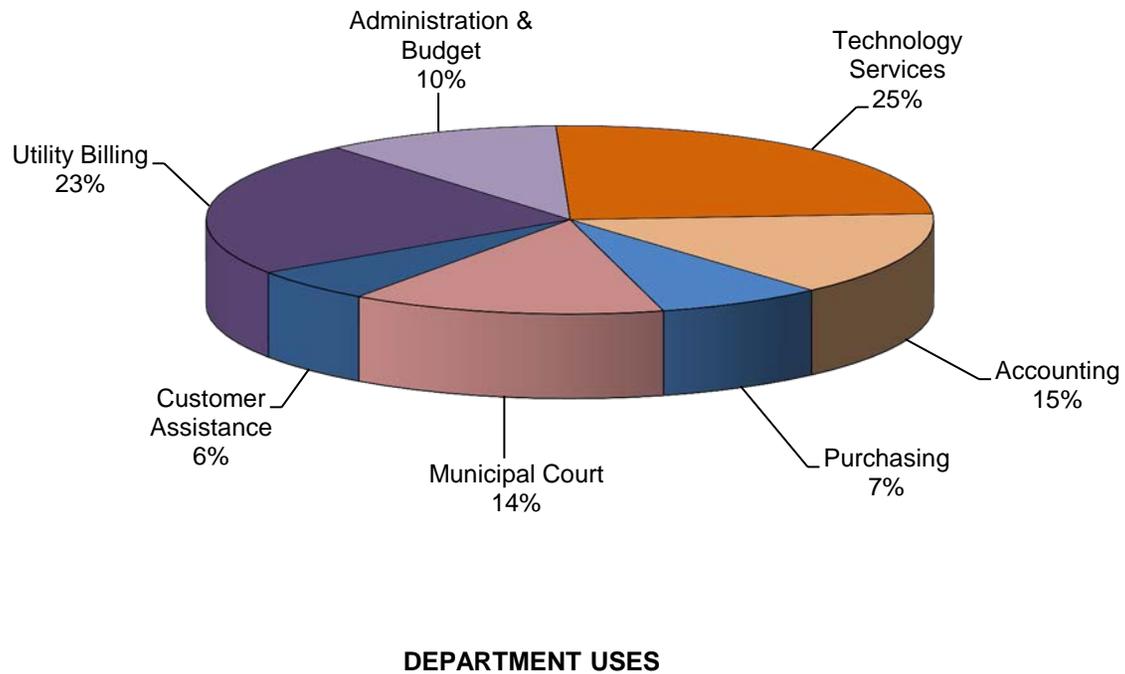
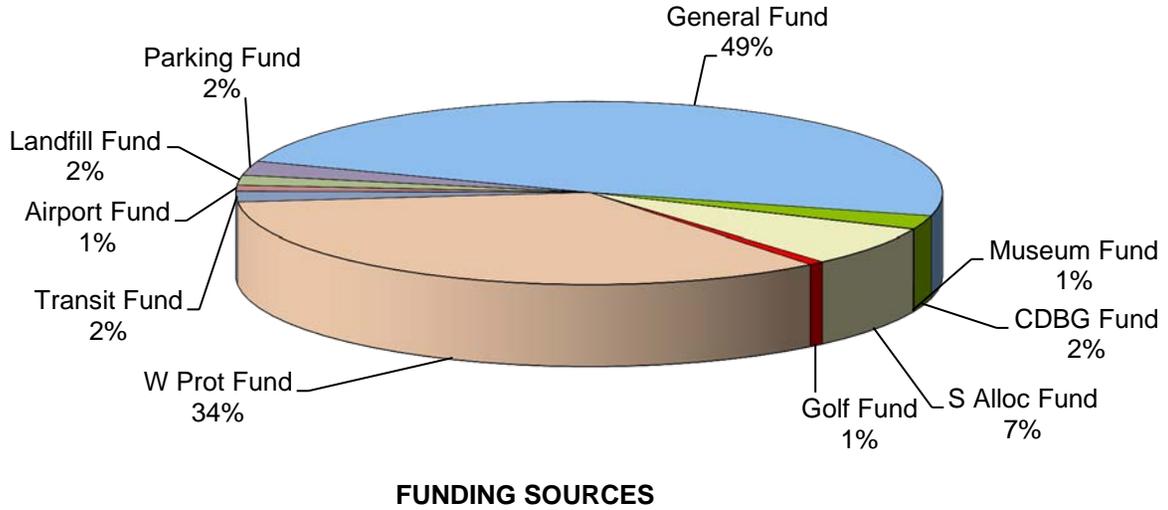
The Administrative Services Department provides staff support to other City services relating to personnel matters, financial services and analysis, technology support. The department also provides customer service in its Customer Assistance, Municipal Court and Utility Billing divisions.

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: \$ 3,945,718



ADMINISTRATIVE SERVICES SOURCES & USES



ADMINISTRATIVE SERVICES DEPARTMENTS

ACCOUNT TYPE	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,733,048	1,924,333	1,924,333	1,600,508
Payroll Expenses & Benefits	581,673	815,061	815,061	674,633
Materials & Supplies	131,056	189,099	189,099	159,750
Utilities & Other Contracted Services	1,488,001	1,497,913	1,497,913	1,404,827
Capital Outlay	239,639	732,100	768,400	106,000
Debt Service	3,325	0	0	0
Transfers Out	11,929	0	0	0
	4,188,672	5,158,506	5,194,806	3,945,718
USES BY PROGRAM				
Administration & Budget	443,704	422,245	422,245	413,677
Accounting	423,183	556,201	556,201	571,613
Purchasing	244,436	280,101	280,101	292,559
Customer Assistance	190,497	200,133	200,133	224,294
Utility Billing	890,437	909,146	909,146	922,298
Building Maintenance	289,540	290,194	290,194	0
Municipal Court Services	499,617	523,483	523,483	541,174
Designated Court Training	8,081	8,000	8,000	9,025
Human Resources	364,212	480,440	480,440	0
Network Services	305,339	430,285	430,285	418,361
GIS	23,013	29,650	29,650	30,890
Computer Network Operations	506,613	1,028,628	1,064,928	521,828
	4,188,672	5,158,506	5,194,806	3,945,718
FUNDING SOURCES				
General Fund	2,242,037	3,167,404	3,203,704	1,916,251
CDBG Fund	102,574	86,872	86,872	94,855
Museum Fund	4,921	3,963	3,963	3,268
Spcl Allocation Fund	266,170	275,000	275,000	275,000
Golf Fund	34,294	28,691	28,691	27,940
Water Protection Fund	1,247,300	1,321,123	1,321,123	1,343,020
Mass Transit Fund	64,575	64,919	64,919	74,683
Airport Fund	41,358	36,965	36,965	41,550
Landfill Fund	79,031	62,724	62,724	69,464
Parking Fund	106,412	110,845	110,845	99,687
	4,188,672	5,158,506	5,194,806	3,945,718
STAFFING SUMMARY				
Administration & Budget	3	4	4	4
Accounting	5	5	5	5
Purchasing	4	4	4	4
Customer Assistance	3	3	3	3
Utility Billing	3.6	3	3	3.8
Building Maintenance	2.8	2.8	2.8	0
Municipal Court Services*	4.8	4.8	4.8	4.8
Human Resources	4	4	4	0
Network Services	4	5	5	5
GIS	0	0	0	0
Computer Network Operations	0	0	0	0
Full Time Equivalents:	34.2	35.6	35.6	29.6

*Does not include 1 elected official - Municipal Judge

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 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.

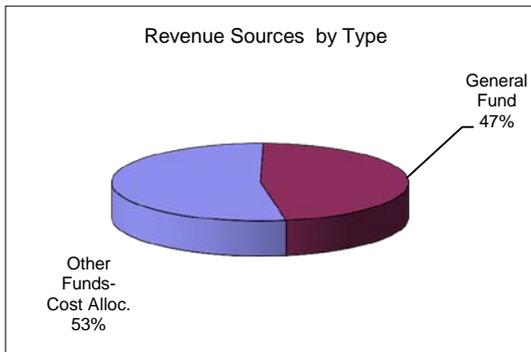
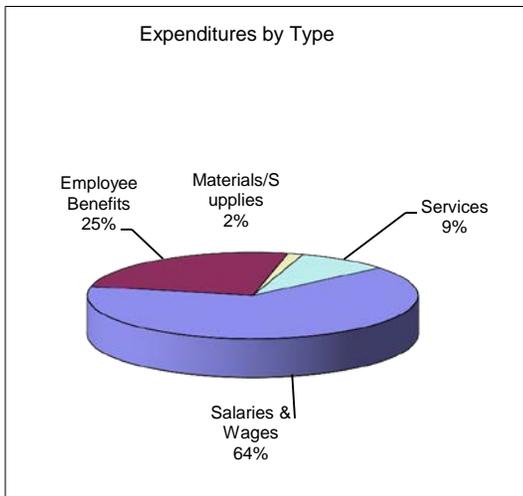
Staffing Detail

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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0	1	1	1
1	1	1	1
3	4	4	4

Operating Budget Summary

2016-17	2017-18		2018-19	
	Adopted	Estimated		
Actual	Budget	Actual	Budget	
Expenditures:				
Salaries & Wages	277,650	270,545	270,545	266,612
Employee Benefits	101,891	103,330	103,330	103,725
Materials/Supplies	6,906	5,900	5,900	6,200
Services	30,328	35,370	35,370	37,140
Capital Outlay	0	7,100	7,100	0
Capital Improvement	15,000	0	0	0
Transfers Out	11,929	0	0	0
Total	443,704	422,245	422,245	413,677
Revenue Sources:				
Other Funds-Cost Alloc	262,942	259,758	259,758	219,579
General Fund	180,762	162,487	162,487	194,098
Total	443,704	422,245	422,245	413,677



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 and processing business license 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.
- Upgrade testing of Accela software for license and permit activities.
- Combined Utility Billing and Customer Assistance staff in Room 101A, keeping new business license applications in Room 106 under Planning & Community Development.

Budget Challenges/Planned Initiatives

- Continue with implementation of Accela licensing and permit software.
- 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. Temporary staff utilized during business license renewal cycle.
- 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

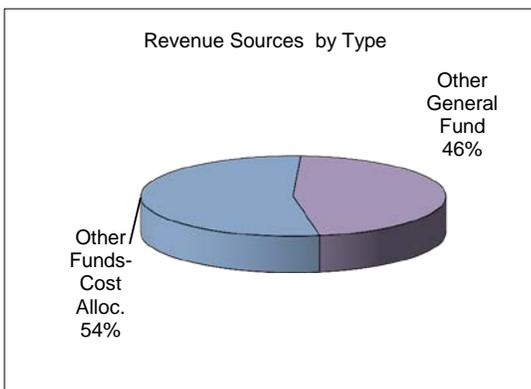
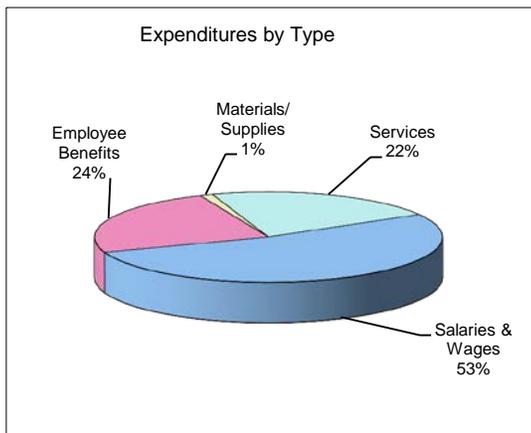
The Customer Assistance staff issues business licenses, liquor license, health permits. They provide cash receipting services and perform collections for special tax billings and sewer utility billings. Staff also issues garage sale permits, bus and parking passes while managing the city's sidewalk grant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

Staffing Detail

Customer Services Manager
Customer Services Representative

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
2	2	2	2
3	3	3	3

Operating Budget Summary



Expenditures:

	2016-17 Actual	2017-18 Adopted Budget	2017-18 Estimated Actual	2018-19 Budget
Salaries & Wages	108,293	110,874	110,874	118,383
Employee Benefits	38,503	52,679	52,679	54,150
Materials/Supplies	3,119	2,670	2,670	2,670
Services	40,582	33,910	33,910	49,091
Total	190,497	200,133	200,133	224,294

Revenue Sources:

	2016-17 Actual	2017-18 Adopted Budget	2017-18 Estimated Actual	2018-19 Budget
Other Funds-Cost Alloc	101,202	108,627	108,627	120,117
Other General Fund	89,295	91,506	91,506	104,177
Total	190,497	200,133	200,133	224,294

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 November, 2016. Termination letters sent out monthly for past due amounts exceeding 60 days. Collection letters sent to closed accounts within 15 days of due date; forwarding uncollected monthly to City's contracted Collection Agency.
- Increase Customer Service to direct citizens phone payments directly to IVR (automated payment system), Customer Service for direct payments, and to Utility Billing staff to respond to any questions they have.
- Combined Utility Billing and Customer Assistance staff within same area in October, 2016 to more efficiently respond to customer needs.

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 - FY17 - 26,284; FY16 - 26,157; FY15 - 26,343
- Average Number of monthly payments from lockbox - FY17 - ; FY16 - 9,466; FY15 - 10,510
- Average Number of monthly payments from Web - FY17 - 4,424; FY16 - 4,456; FY15 - 2,770

UTILITY BILLING

Program 8560

Program Details

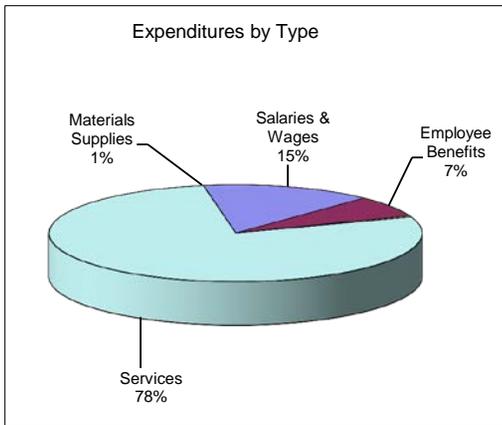
As of October 2012, the City took over billing its sewer customers from the water company. Utility Billing staff strive to provide accurate and timely utility billing statements. Research requests to correct billing errors. Verify sewer billing accuracy. Offer prompt and courteous customer service when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

Staffing Detail

- Utility Billing Supervisor
- Billing & Collections Technician
- Account Technician
- PT Utility Billing Account Technician

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
0.63	0	0	0.8
3.63	3	3	3.80

Operating Budget Summary



Expenditures:

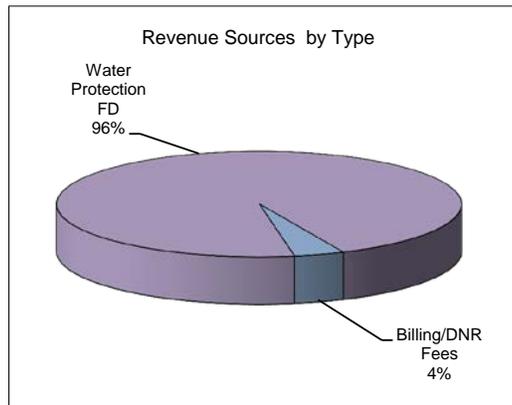
	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Salaries & Wages	104,318	107,033	107,033	137,016
Employee Benefits	41,124	60,600	60,600	65,940
Materials & Supplies	3,188	3,400	3,400	3,400
Services	734,924	738,113	738,113	715,942
Capital Outlay	6,883	0	0	0

Total

Revenue Sources:

	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Billing/DNR Fees	9,294	37,000	37,000	37,000
Water Protection FD	881,144	872,146	872,146	885,298

Total



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.
- Audit completed for reporting of case dispositions to OSCA.
- Cross-training of staff to allow for staff absences.

Budget Challenges/Planned Initiatives

- Online inquiry access to open records be made available by July 1, 2017. This is an additional software provider cost of \$3,500 per year.
- 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.

Performance Statistics

- Citations Filed : FY2017 - 16,246; FY2016 - 18,623; FY2015 - 17,938; FY2014 - 18,936
- Completed Cases: FY2017 - 18,045; FY2016 - 19,039; FY2015 - 17,969; FY2014 - 19,322
- Warrants Issued : FY2017- 4,549; FY2016 - 3,496; FY2015 - 4,915; FY2014 - 5,360
- Warrants Served/Cleared : FY2017 - 4,880; FY2016 - 3,487; FY2015 - 5,132; FY2014 - 5,459

MUNICIPAL COURT

Program 2710

Program Descriptions

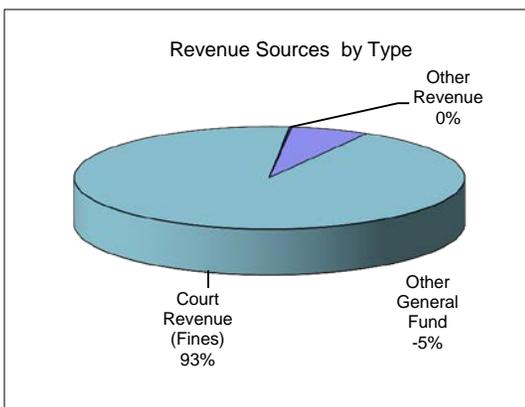
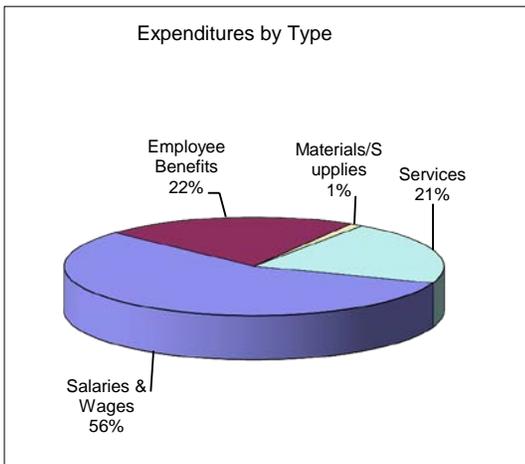
Municipal Court upholds municipal codes and ordinances by processing and rendering decisions on the cases filed by the City's Prosecuting Attorney. Court support staff, under the direction of the Administrative Services Department, also collect the fines levied by the court, prepare warrants and failure-to-appear 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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
2	2	2	2
0.8	0.8	0.8	0.8
4	4	4	2
4.8	4.8	4.8	5

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	288,598	296,384	296,384	305,154
Employee Benefits	91,307	108,374	108,374	116,695
Materials/Supplies	2,380	5,225	5,225	6,005
Services	117,331	113,500	113,500	113,320
Total	499,617	523,483	523,483	541,174
Revenue Sources:				
Court Revenue (Fines)	668,502	751,500	751,500	580,300
Interest	187	150	150	225
Other Revenue	1,111	1,000	1,000	1,000
Other General Fund	(170,183)	(229,167)	(229,167)	(40,351)
Total	499,617	523,483	523,483	541,174

RESTRICTED FINANCIAL SERVICES

Program 8580

Program Description

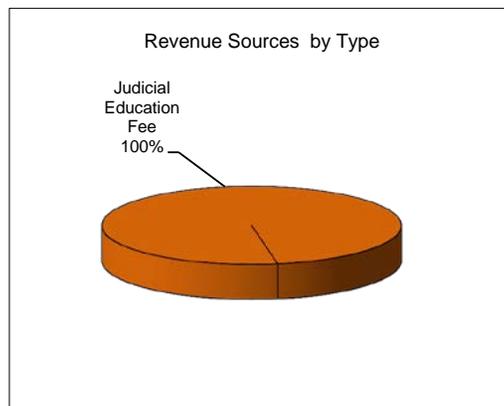
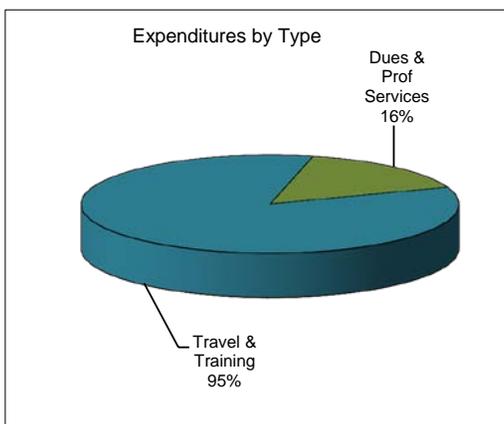
This program accounts for the revenues and expenditures in the Administrative Services Department from the Judicial Education revenues. This is training funded over and above what might be paid from General Fund revenues. Since there is a per person cap annually on the amount of money that can be reserved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

Staffing Detail

N/A

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Travel & Training	7,416	7,600	7,600	7,600
Dues & Prof Services	665	400	400	1,425
Total	8,081	8,000	8,000	9,025
Revenue Sources:				
Judicial Education Fee	8,081	10,000	10,000	9,025
Other Revenue	2,255	4,500	4,500	0
Other General Fund	(2,255)	(6,500)	(6,500)	0
Total	8,081	8,000	8,000	9,025

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 OPEN GOV 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. 75 (Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions)
- GASB issued Statement No. 83 (Certain Asset Retirement Obligations)
- GASB issued Statement No. 84 (Fiduciary Activities)
- GASB issued Statement No. 85 (Omnibus 2017)
- GASB issued Statement No. 86 (Certain Debt Extinguishment Issues)

Performance Statistics

- Police pension investment portfolio monitored: \$38,469,595
- # of Federal grants reconciled: 63
- \$ of Federal grants reconciled: \$8,597,324
- City's investment portfolio diversified: \$80,253,409
- Number of capital assets inventoried: 2,050
- Maintained debt compliance for total debt service of: \$246,767,807

ACCOUNTING

Program 8540

Program Description

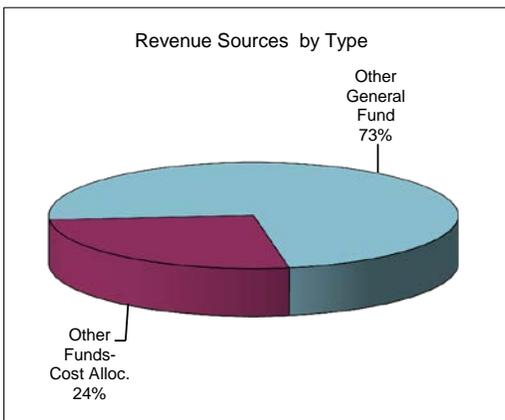
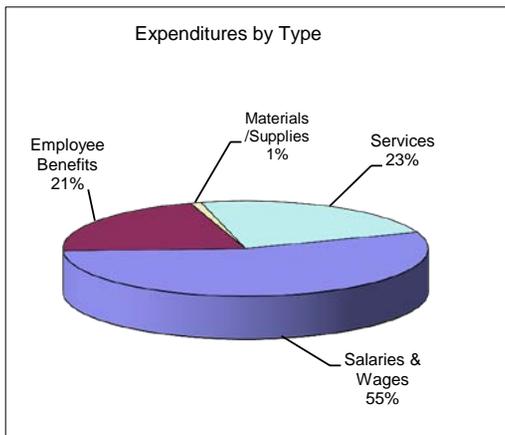
The Accounting staff provides management with timely, accurate and meaningful financial information. They continue to achieve an unqualified (clean) audit opinion on the City's Annual Financial Report (CAFR).

Staffing Detail

Assistant Director Administrative Services
 Accountant
 Budget & Financial Analyst

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
3	3	3	3
1	1	1	1
5	5	5	5

Operating Budget Summary



Expenditures:

	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Salaries & Wages	235,120	307,975	307,975	312,498
Employee Benefits	68,598	116,941	116,941	120,110
Materials/Supplies	3,729	5,500	5,500	5,500
Services	115,735	125,785	125,785	133,505
Total	423,183	556,201	556,201	571,613

Revenue Sources:

	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Police Pension Fnd	0	8,000	8,000	0
Other Funds-Cost Alloc	170,964	134,699	134,699	151,584
Other General Fund	252,219	413,502	413,502	420,029
Total	423,183	556,201	556,201	571,613

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.
- Implemented revisions to the Procurement Policy to include a change in threshold for competitive bidding in order to minimize time constraints for purchases.

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
- Streamline requisition, purchase order and payment approval and receiving process
- Continue to research on-line bidding process in order to transition the City's bidding process in the future.

PURCHASING

Program 8600

Program Description

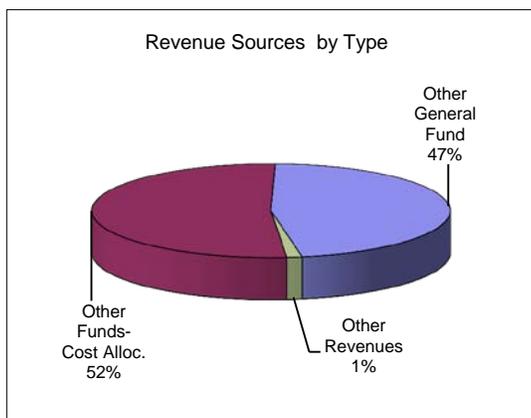
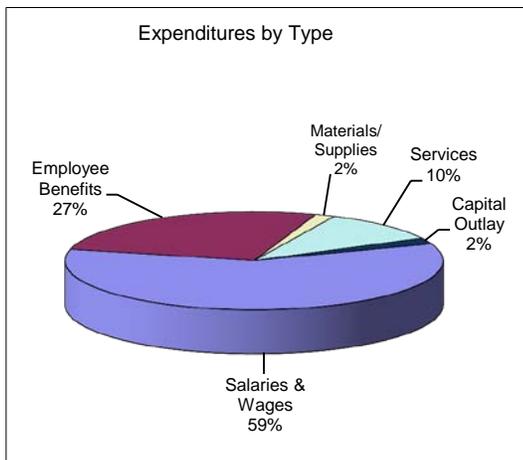
This division helps ensure public confidence in municipal government procurement through compliance with established federal, state and local procurement statutes; by communicating effectively with City staff and outside vendors; and by providing staff with the training and tools necessary to execute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

Staffing Detail

Purchasing Agent
 Compliance Technician
 Account Technician

2016-17	2017-18		2018-19
	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:

	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Salaries & Wages	163,634	167,130	167,130	173,350
Employee Benefits	53,588	75,131	75,131	77,853
Materials/Supplies	4,564	4,900	4,900	4,900
Services	19,326	32,940	32,940	30,456
Capital Outlay	0	0	0	6,000
Debt Charges	3,325	0	0	0
Total	244,436	280,101	280,101	292,559

Revenue Sources:

	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Nonrefundable Dep	0	4,000	4,000	4,000
Other Funds-Cost Alloc	113,164	110,896	110,896	151,584
Other General Fund	131,272	165,205	165,205	136,975
Total	244,436	280,101	280,101	292,559

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 host/maintain sites for the nature center, CIP, Parks, Transit, Police 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 OneSolution Employee Online.
- Upgraded mail server to Exchange 2016.
- Started implementation to Office 365.
- Started upgrade of network switches.

Budget Challenges/Planned Initiatives

- Continue to utilize automated management tools to stretch limited resources.
- Upgrading network switches in 2018.
- Upgrading and reconfiguring Accela Automation in 2018.
- Explore ways to reduce costs and do more with less.
- Implement a content management system.
- Modify Computer Support Technician position.

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

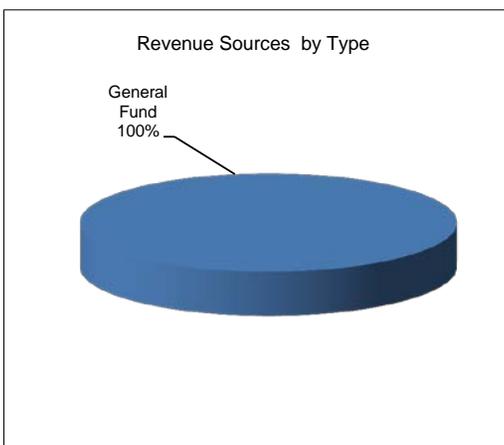
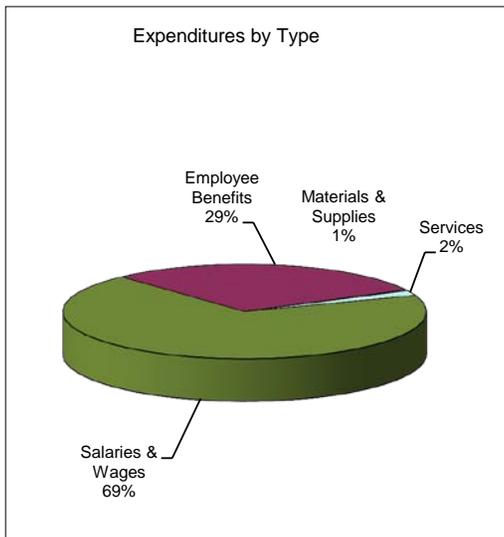
The division promotes ready access to municipal government information through appropriate day-to-day maintenance of the City's computer network, by assisting other city departments with the development, implementation and use of various computer software systems and other technologies.

Staffing Detail

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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
0	1	1	1
4	5	5	5

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	223,089	297,003	297,003	287,496
Employee Benefits	75,856	122,932	122,932	122,360
Materials & Supplies	228	1,975	1,975	1,075
Services	6,166	8,375	8,375	7,430
Total	305,339	430,285	430,285	418,361
Revenue Sources:				
General Fund	305,339	430,285	430,285	418,361
Total	305,339	430,285	430,285	418,361

NETWORK OPERATIONS

Program 8590

Program Description

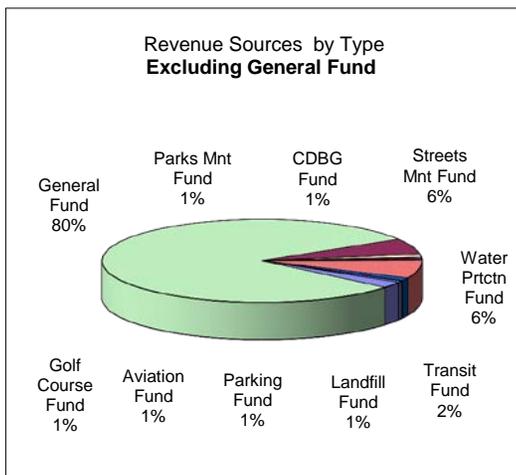
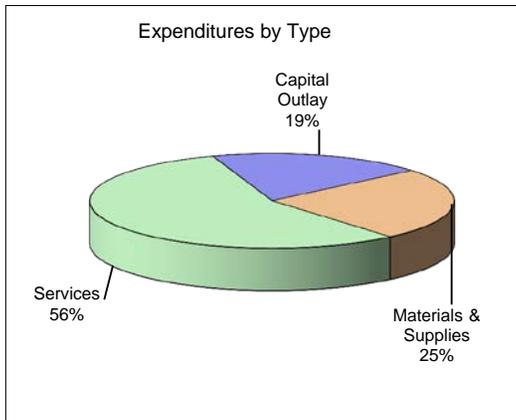
This program provides for the City's future technology needs through timely replacement or upgrades of computer network hardware and software and through implementation of new advances in technologies when appropriate.

Staffing Detail

N/A

2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Materials & Supplies	78,740	130,000	130,000	130,000
Services	210,117	173,628	173,628	291,828
Capital Outlay	217,756	725,000	761,300	100,000
Total	506,613	1,028,628	1,064,928	521,828
Revenue Sources:				
General Fund	399,793	921,808	958,108	411,828
Streets Mnt Fund	35,970	35,970	35,970	32,000
CDBG Fund	6,540	6,540	6,540	6,000
Parks Mnt Fund	1,090	1,090	1,090	2,000
Aviation Fund	5,450	5,450	5,450	4,000
Water Prctn Fund	30,520	30,520	30,520	36,000
Landfill Fund	4,360	4,360	4,360	6,000
Parking Fund	1,090	1,090	1,090	1,000
Golf Course Fund	4,360	4,360	4,360	3,000
Transit Fund	17,440	17,440	17,440	12,000
Interest	0	0	0	8,000
Total	506,613	1,028,628	1,064,928	521,828

GIS DEVELOPMENT

Program 8595

Program Description

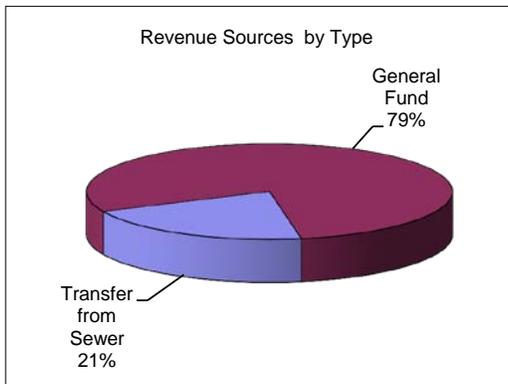
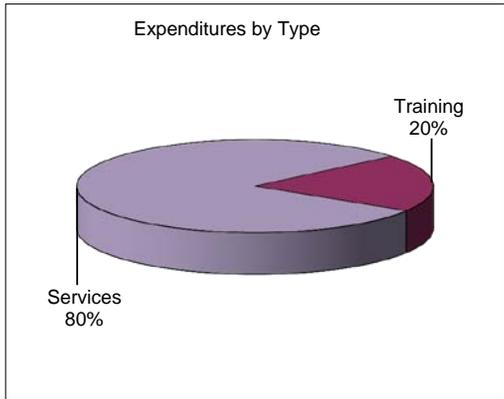
The GIS program is responsible for funding and managing the City's multi-department GIS function, including server administration, software updates, development of additional data layers and applications to update and access the data.

Staffing Detail

N/A

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

Training
Services

Total

Revenue Sources:

Transfer from Sewer
General Fund

Total

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
1,695	6,200	6,200	6,200
21,318	23,450	23,450	24,690
23,013	29,650	29,650	30,890
6,450	6,450	6,450	6,450
16,563	23,200	23,200	24,440
23,013	29,650	29,650	30,890

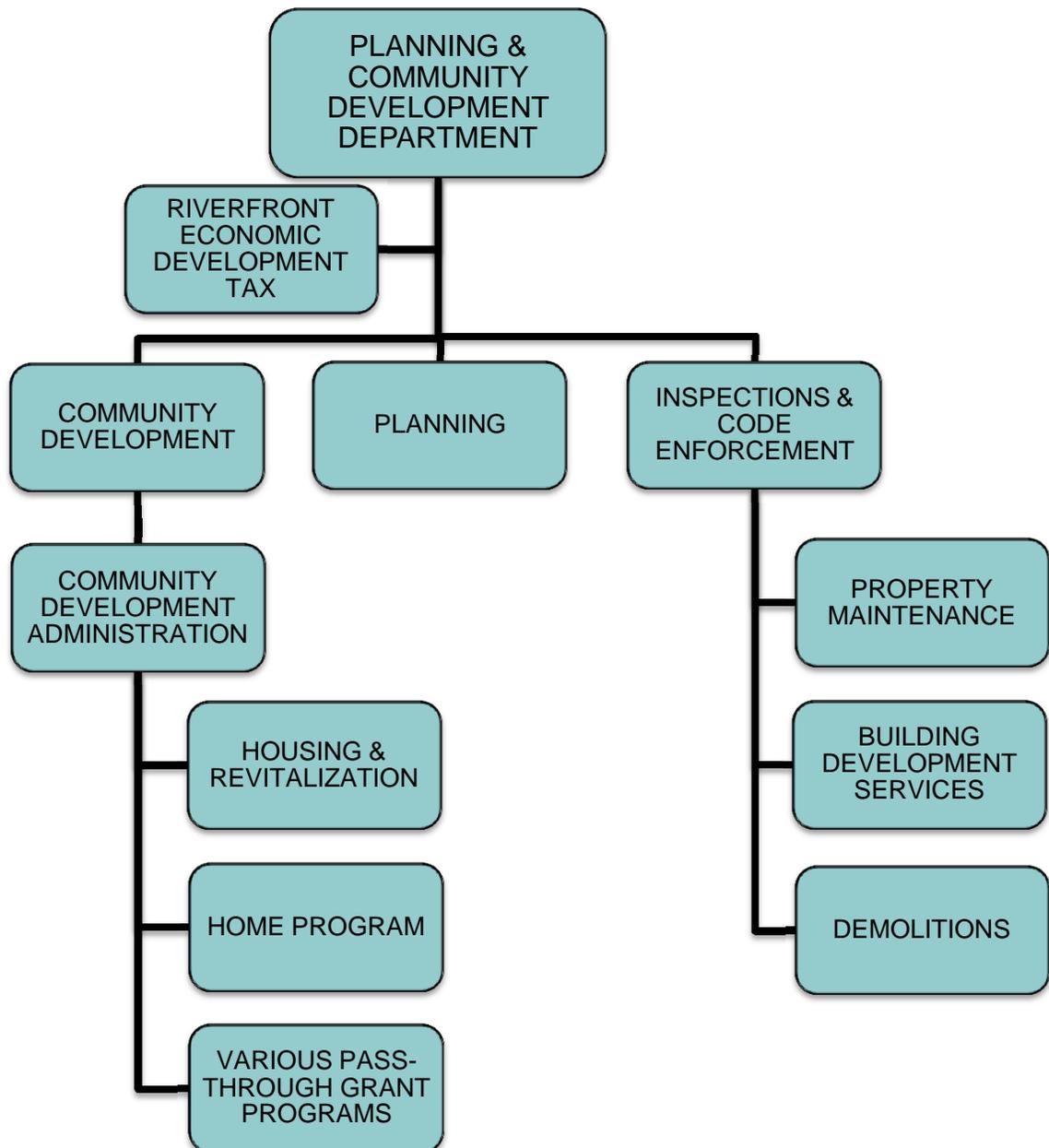
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

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.

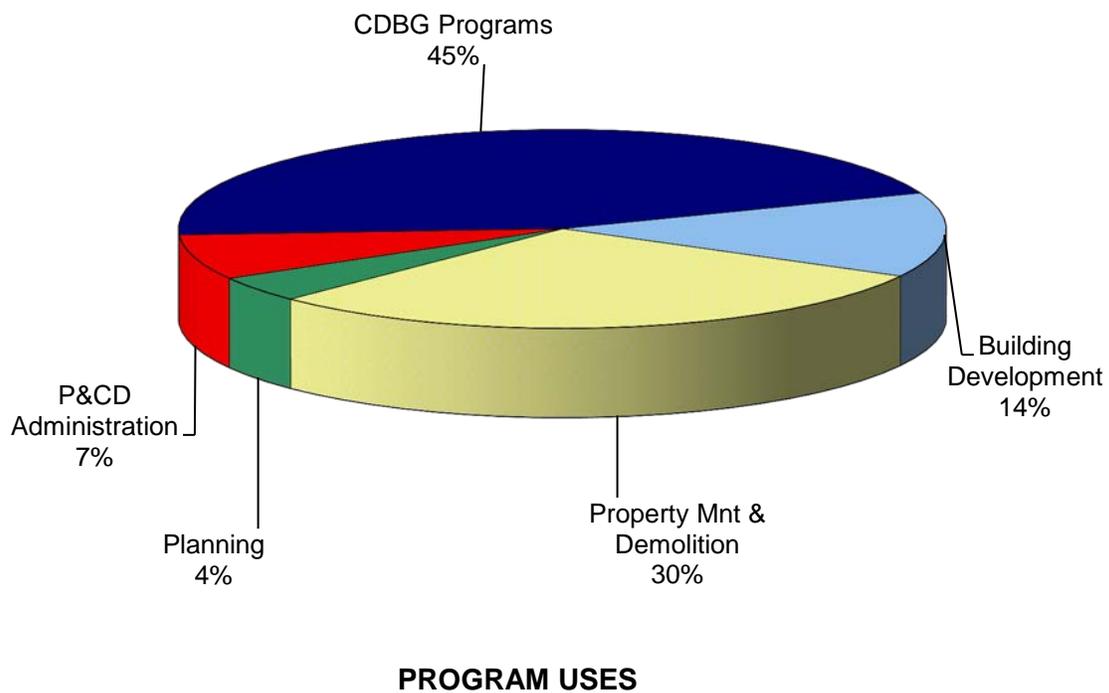
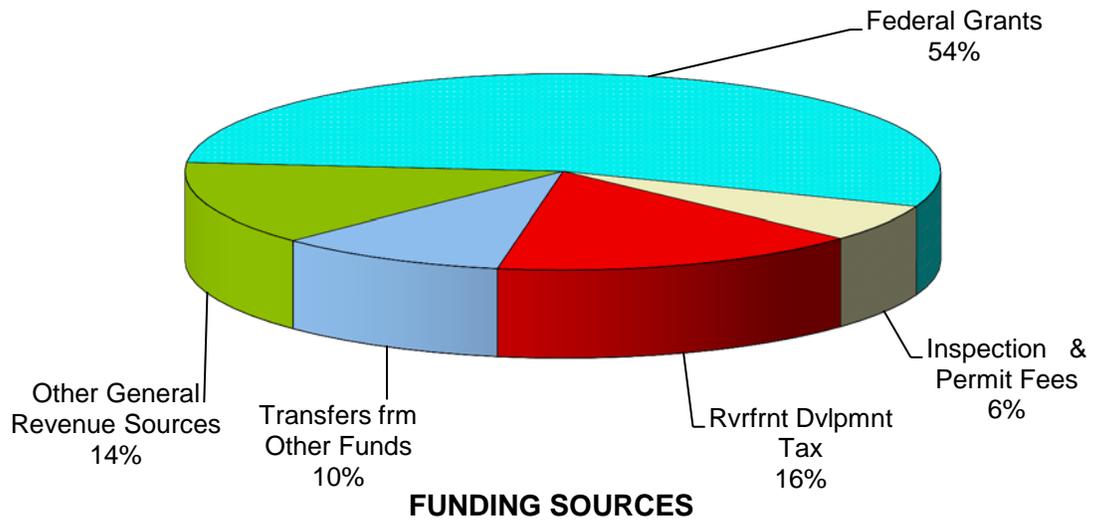
The Inspections and Code Compliance programs provide review and approval of code compliant construction and development.

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: \$ 4,292,552



PLANNING & COMMUNITY DEVELOPMENT SOURCES & USES

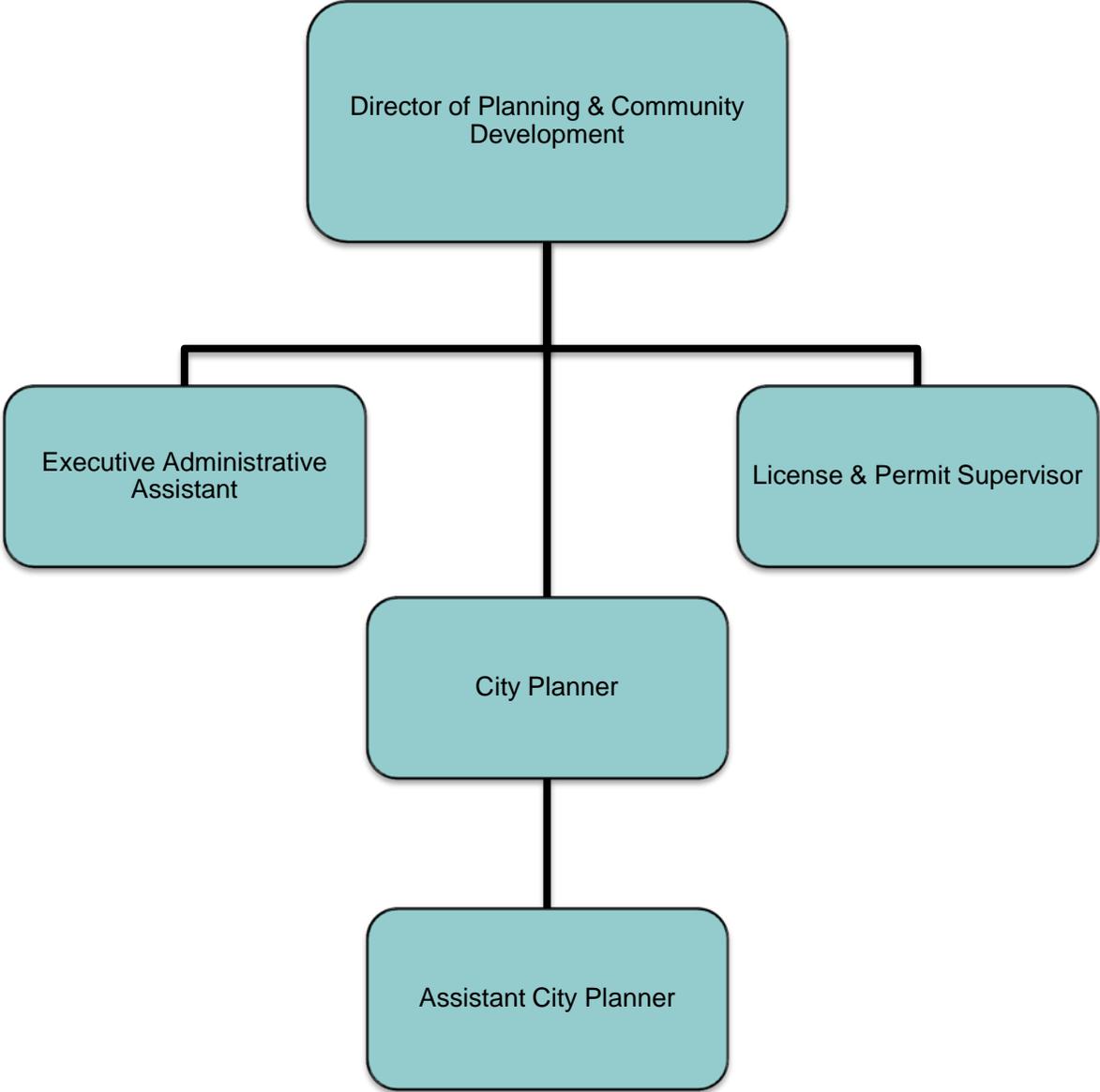


PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

ACCOUNT TYPE	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,284,636	1,359,450	1,359,450	1,472,689
Payroll Expenses & Benefits	430,797	635,931	635,931	693,531
Materials & Supplies	51,752	58,472	56,322	56,322
Utilities & Other Contracted Services	2,486,028	2,220,942	2,583,092	1,831,381
Claims/Insurance/Fund Transfers	234,569	202,094	202,094	208,629
Capital	53,739	0	200,000	30,000
	<u>4,541,521</u>	<u>4,476,889</u>	<u>5,036,889</u>	<u>4,292,552</u>
USES BY PROGRAM				
* Planning & Community Dvlpmnt Admin	646,356	717,014	957,014	314,998
Planning	149,249	166,521	166,521	179,309
CDBG Management	278,420	367,079	367,079	433,637
Housing & Revitalization	558,913	901,315	1,151,315	822,923
Restricted ARRA Program	0	0	0	0
Home Program	857,779	339,220	339,220	341,189
Federal Emergency Srv Grnt	86,494	0	0	0
Slum/Blight Activity & Low/Mod Activity	0	0	70,000	0
Public Service Agencies	365,000	340,000	340,000	340,000
Building Development	442,716	497,750	497,750	591,118
Property Maintenance	805,105	757,264	757,264	873,208
Demolition	351,489	390,726	390,726	396,169
	<u>4,541,521</u>	<u>4,476,889</u>	<u>5,036,889</u>	<u>4,292,552</u>
FUNDING SOURCES				
General Fund	1,542,926	1,715,549	1,955,549	1,535,633
Landfill Fund	500,500	423,000	423,000	423,000
CDBG Fund	2,498,095	2,338,341	2,658,341	2,333,918
	<u>4,541,521</u>	<u>4,476,889</u>	<u>5,036,889</u>	<u>4,292,552</u>
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	3.0
Housing & Revitalization	3.5	3.5	3.5	2.5
Home Program	0.0	0.0	0.0	0.0
Building Development Services	8.0	7.0	7.0	5.0
Property Maintenance	8.0	9.0	9.0	10.0
Demolitions	2.5	2.5	2.5	2.5
	<u>29.0</u>	<u>29.0</u>	<u>29.0</u>	<u>28.0</u>

* 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.
- Implementation of Downtown Master Plan and DREAM 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.

Current Year Activities/Achievements

- Continued support in working with public on downtown redevelopment efforts.
- Administered 12 economic development programs.
- Updated City Codes to assist the public.

Budget Challenges/Planned Initiatives

- Implementation of new software system and training.
- 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.

PLANNING & COMMUNITY DEVELOPMENT ADMINISTRATION

Program 8380

Program Description

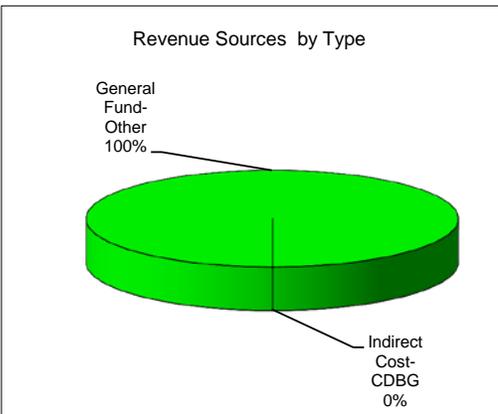
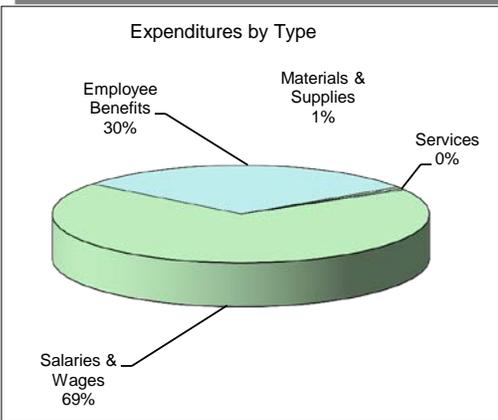
The administrative office provides managerial oversight of planning and zoning, building inspections, property maintenance issues, economic development coordination and federally funded project administration including the historic preservation functions of the City. Staff oversees permitting, licensing, 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

2016-17	2017-18		2018-19
	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:
 Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services
Total

Revenue Sources:
 Other
 Indirect Cost-CDBG
 General Fund-Other
Total

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
178,786	183,496	183,496	189,495
56,549	80,926	80,926	82,703
411	1,500	1,500	1,500
410,611	411,092	411,092	1,300
646,356	677,014	677,014	274,998
20,624	0	0	0
145,000	0	0	0
501,356	677,014	677,014	274,998
646,356	677,014	677,014	274,998

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

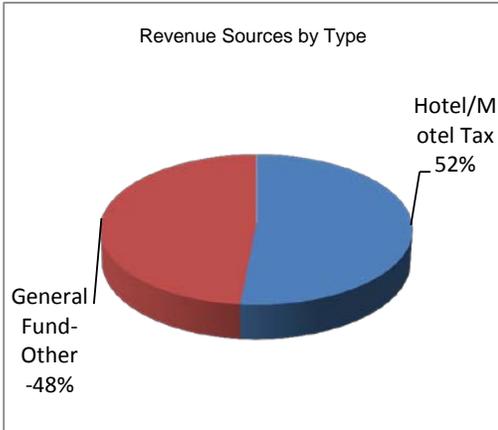
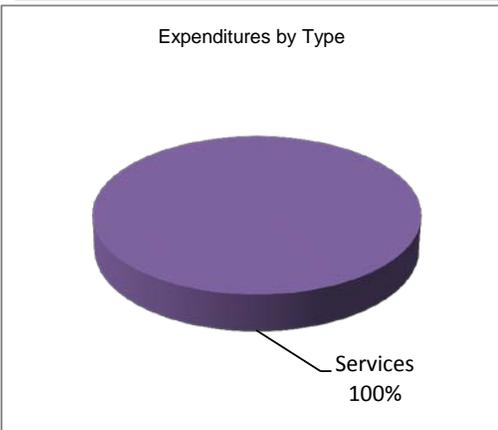
2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

Marina Study

\$40,000

Operating Budget Summary



Expenditures:
 Services 0
 Capital Improvements 0
Total 0

Revenue Sources:
 Hotel/Motel Tax 590,956
 General Fund-Other (590,956)
Total 0

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	40,000	80,000	40,000
0	0	200,000	0
0	40,000	80,000	40,000
590,956	681,660	681,660	681,660
(590,956)	(641,660)	(601,660)	(641,660)
0	40,000	80,000	40,000

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 a 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

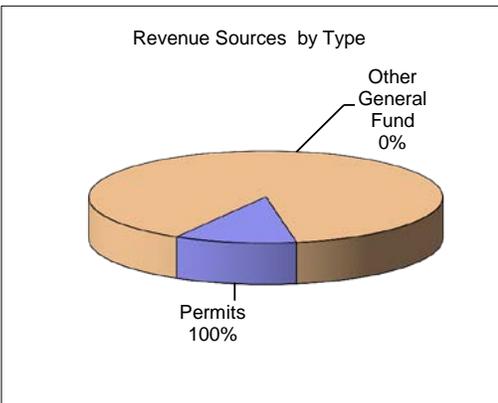
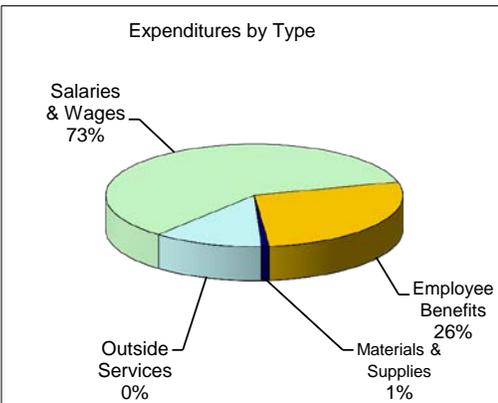
Planning ensures that development within the city follows adopted city planning and zoning plans and policies through review and consultation with private developers.

Staffing Detail

City Planner
Assistant City Planner

2016-17	2017-18		2018-19
	Adopted Budget	Estimated Actual	
Actual			Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

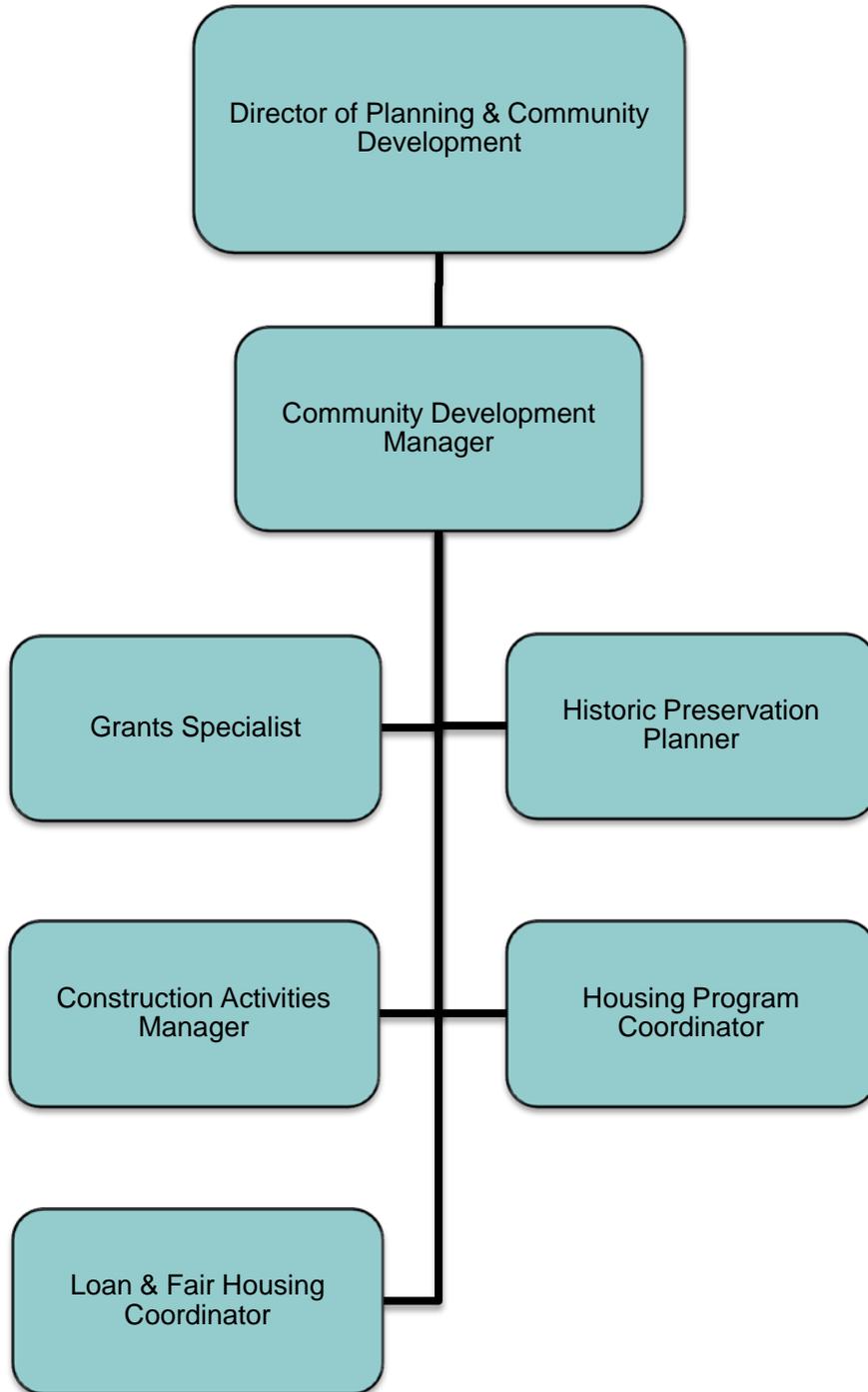
Salaries & Wages	95,839	98,971	98,971	107,042
Employee Benefits	32,433	44,750	44,750	49,467
Materials & Supplies	1,269	1,500	1,500	1,500
Outside Services	19,707	21,300	21,300	21,300
Total	149,249	166,521	166,521	179,309

Revenue Sources:

Permits	16,342	20,000	20,000	20,000
General Fund-Other	132,907	146,521	146,521	159,309
Total	149,249	166,521	166,521	179,309

2016-17	2017-18		2018-19
	Adopted Budget	Estimated Actual	
Actual			Budget
95,839	98,971	98,971	107,042
32,433	44,750	44,750	49,467
1,269	1,500	1,500	1,500
19,707	21,300	21,300	21,300
149,249	166,521	166,521	179,309
16,342	20,000	20,000	20,000
132,907	146,521	146,521	159,309
149,249	166,521	166,521	179,309

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
- Completed 0 facade improvement loan projects
- 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- delivered 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

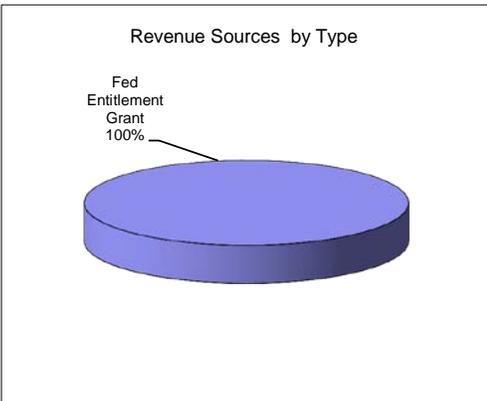
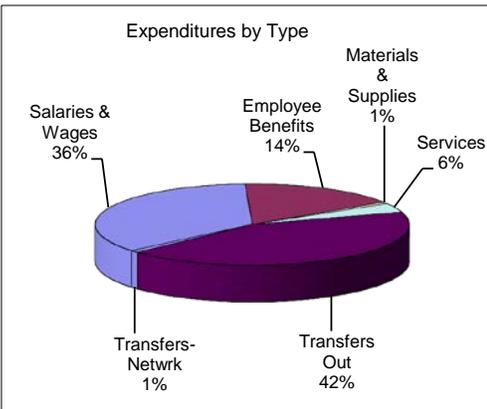
The program oversees the administration of funding received from the U.S. Department of Housing & Urban Development.

Staffing Detail

Community Development Manager
 Construction Activities Manager
 Grants Specialist

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
0	0	0	1
1	1	1	1
2	2	2	3

Operating Budget Summary



Expenditures:

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

Total

Interest & Other
 Fed Entitlement Grnt
 CDBG Fund - Other

Total

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
106,055	108,225	108,225	153,424
32,455	51,354	51,354	71,638
0	2,800	2,800	2,800
10,521	19,206	19,206	15,826
125,029	181,494	181,494	185,949
4,360	4,000	4,000	4,000
278,420	367,079	367,079	433,637
125,404	0	0	0
1,435,312	1,894,181	2,199,181	1,894,181
(1,282,296)	(1,527,102)	(1,832,102)	(1,460,544)
278,420	367,079	367,079	433,637

HOUSING & REVITALIZATION

Program 5210

Program Description

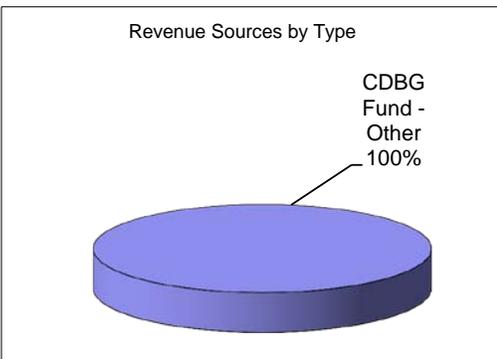
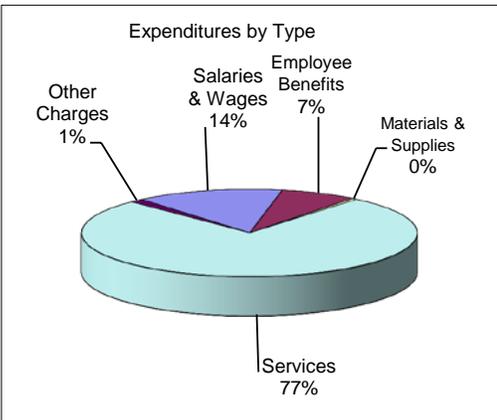
Provides decent, safe, and sanitary housing for low to moderate income families through coordination, implementation, and monitoring of Community Development Block Grant Emergency Assistance and Home Improvement programs. Staff also coordinate and oversee activities designed to promote the revitalization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

Staffing Detail

- Historic Preservation Planner
- Construction Activities Manager
- Housing Program Coordinator
- Loan & Fair Housing Coordinator

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0.5	0.5	0.5	0.5
1	1	1	0
1	1	1	1
1	1	1	1
3.5	3.5	3.5	2.5

Operating Budget Summary



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

Total
Revenue Sources:
 CDBG Fund - Other
Total

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
170,170	168,062	168,062	117,169
56,883	81,037	81,037	60,793
3,447	3,917	3,917	3,917
318,034	632,600	882,600	630,345
10,378	15,700	15,700	10,700
558,913	901,315	1,151,315	822,923
558,913	901,315	1,151,315	822,923
558,913	901,315	1,151,315	822,923

RESTRICTED COMMUNITY DEVELOPMENT

Program 5280

Program Description

Program used to track restricted federal funds, mainly stimulus grant funds, for the purpose of promoting job creation, economic development, homeless prevention and neighborhood stabilization in areas most impacted by the recession.

Staffing Detail

None

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Operating Budget Summary

	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	0	0	0	0
Total	0	0	0	0
Revenue Sources:				
ARRA Grants	0	0	0	0
CDBG Fund - Other	0	0	0	0
Total	0	0	0	0

HOME PROGRAM

Program 8880

Program Description

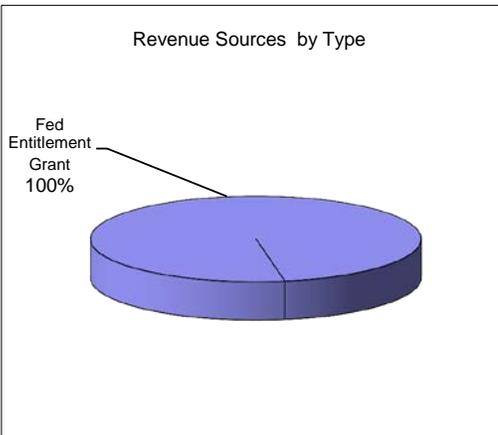
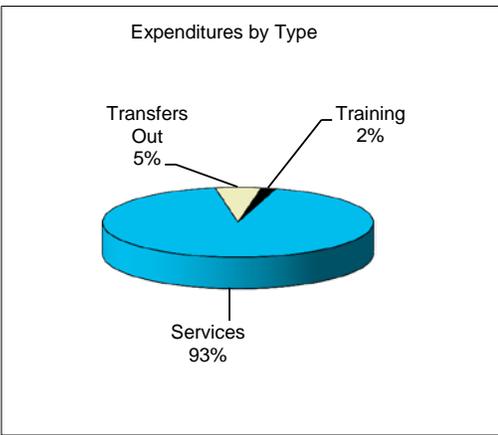
This program administers HUD funding in a broad array of eligible housing activities including both home ownership and the expansion of affordable rental housing. The majority of HOME funds are focused on infill construction within the NRSA.

Staffing Detail

None

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

Training
Services
Interfund Transfers

Total

Revenue Sources:

Fed Entitlement Grant
Interfund Transfer
CDBG Fund - Other

Total

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
1,053	6,095	6,095	5,984
837,046	316,525	316,525	316,525
19,680	16,600	16,600	18,680
857,779	339,220	339,220	341,189
414,806	342,189	342,189	342,189
109,999	0	0	0
332,974	(2,969)	(2,969)	(1,000)
857,779	339,220	339,220	341,189

HISTORIC PRESERVATION

Program 5250

Program Description

The program strives to protect historic resources, preserve neighborhoods, enhance economic stability and encourage economic development by identifying, protecting and preserving buildings, structures and other resources in St. Joseph that have historical and architectural value and integrity.

Staffing Detail

~Historic Preservation Planner position is allocated between Housing & Revitalization and Demolitions programs.

2016-17	2017-18		2018-19
	Adopted Budget	Estimated Actual	Budget
0	0	0	0

Operating Budget Summary

Expenditures:
 Services
 Total
Revenue Sources:
 Fed Entitlement Grnt
 Total

2016-17	2017-18		2018-19
	Adopted Budget	Estimated Actual	Budget
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0

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

2016-17	2017-18		2018-19
	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

2016-17	2017-18		2018-19
	Adopted Budget	Estimated Actual	
Actual			Budget
86,494	0	0	0
86,494	0	0	0
44,820	0	0	0
0	0	0	0
41,674	0	0	0
86,494	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

2016-17	2017-18		2018-19
	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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	70,000	0
0	0	0	0
0	0	70,000	0
0	0	0	0
0	0	70,000	0
0	0	70,000	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.

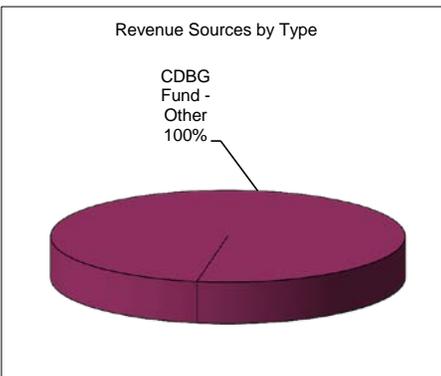
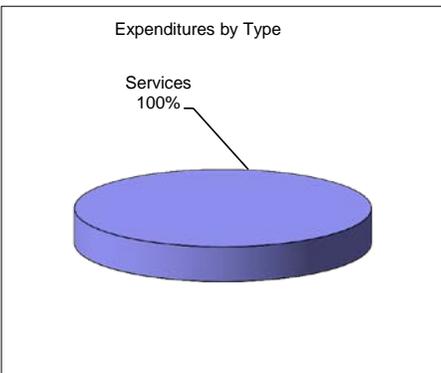
Staffing Detail

None

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Operating Budget Summary

• Hillcrest Transitional Housing of Buch Co	\$40,000
• Amer 2nd Harvest Emergency Food Assist	\$24,000
• Interfaith Com. Srv-Youth Latchkey	\$18,000
• Bartlett Center - Family Resource Program	\$14,000
• AFL-CIO Community Services	\$19,000
• Samaritan Counseling-Client Assistance	\$25,000
• Social Welfare Brd-Dental Care Program	\$90,000
• United Cerebral Palsy-Integration & Advocacy	\$10,000
• YWCA-Women & Children's Shelter	\$68,000
• Community Missions-Housing for Hmless	\$14,000
• NWMO Children's Advocacy-Abuse Cnsng	\$18,000
	\$340,000



Expenditures:

Services

Total

Revenue Sources:

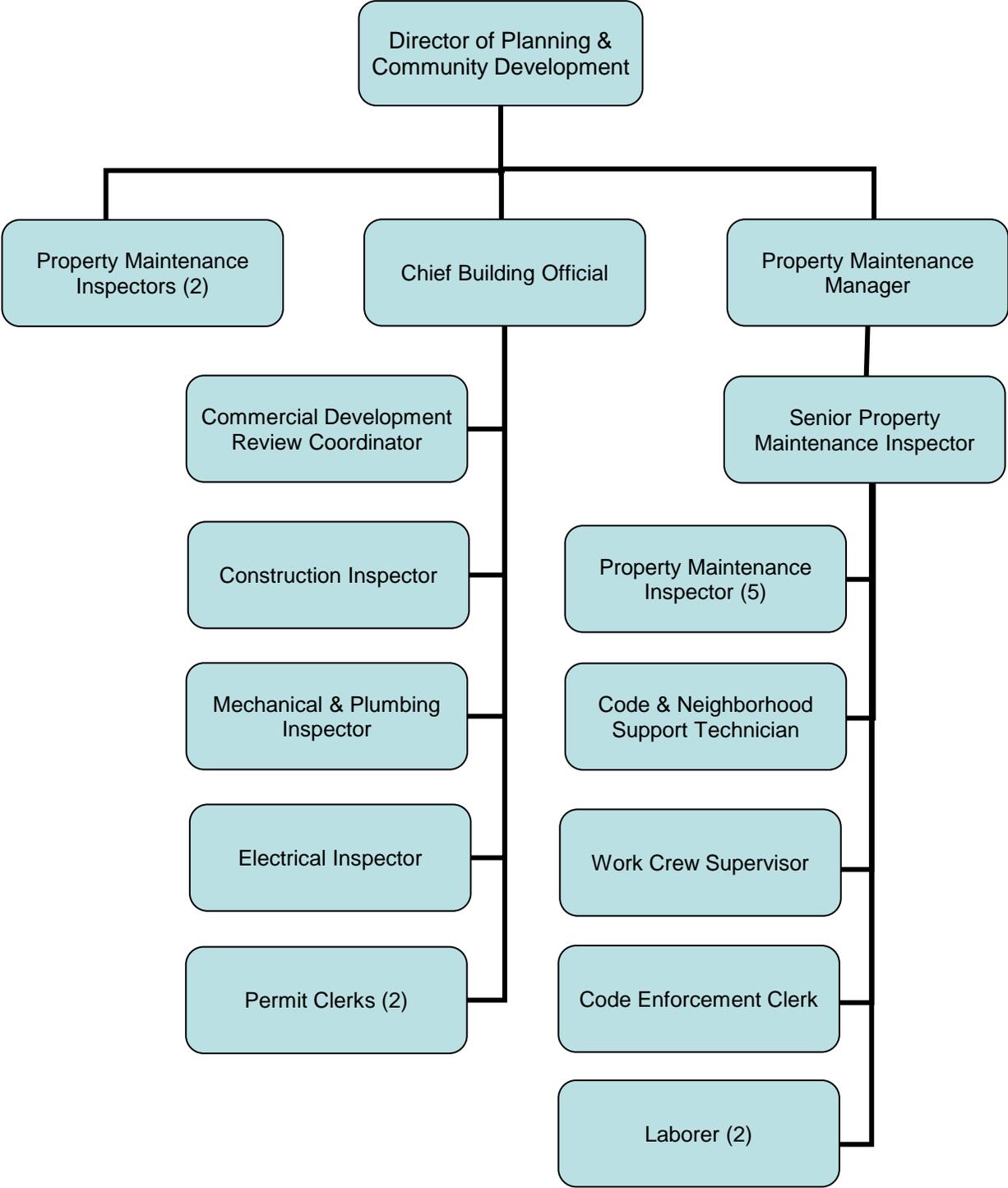
Fed Entitlement Grant

CDBG Fund - Other

Total

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
365,000	340,000	340,000	340,000
365,000	340,000	340,000	340,000
0	0	0	0
365,000	340,000	340,000	340,000
365,000	340,000	340,000	340,000

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

- Implement new ExecuTime software for time sheet records.
- Increase inspector training to improve code understanding.
- Building Inspections: 142 commercial and 260 residential
- Mechanical / Plumbing inspections: 228 commercial and 346 residential
- Electrical Inspections: 142 commercial and 260 residential
- Number of Plan Reviews: 512 commercial and 866 residential
- Percent of Plans reviewed in 10 working days: 97%

Budget Challenges/Planned Initiatives

- Continue to encourage staff to meet all certification requirements.
- Implementation of new software for managing project files.
- Continue searching for software that permits inspector access to files from the field.

Performance Statistics

- Building Inspections: 142 commercial and 260 residential.
- Mechanical / Plumbing inspections: 228 commercial and 346 residential.
- Electrical Inspections: 142 commercial and 260 residential.
- Number of Plan Reviews: 512 commercial and 866 residential
- Percent of Plans reviewed in 10 working days: 97%

BUILDING DEVELOPMENT SERVICES

Program 5410

Program Description

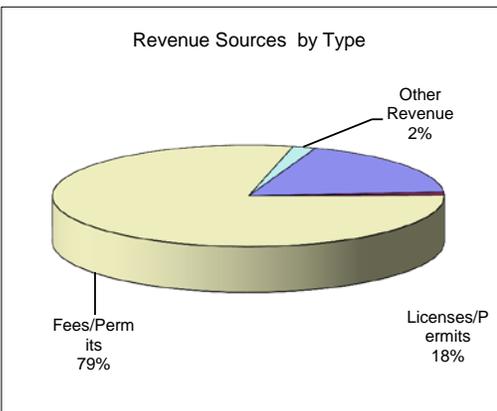
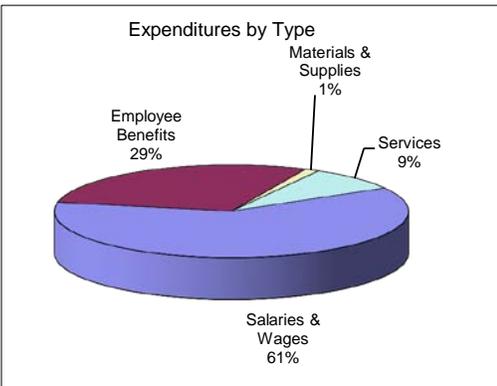
Building Development Services staff oversee review of development plans, perform building plan review, inspection building construction activities and interacts with building and industry organizations in order to promote a vibrant and safe building environment. Through property and construction information,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

Staffing Detail

Chief Building Official
 Building Development Support Tech
 Commercial Development Review Coordinator
 Construction Inspector
 Mechanical & Plumbing Inspector
 Electrical Inspector
 Permit Clerk

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	0	0	0
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
2	2	2	0
8	7	7	5

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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
286,175	307,047	307,047	362,764
104,143	145,633	145,633	170,451
7,230	7,800	7,800	7,800
45,168	37,270	37,270	50,103
442,716	497,750	497,750	591,118
93,641	94,500	94,500	96,000
10,600	6,800	6,800	5,000
405,111	421,500	421,500	413,500
289	10,000	10,000	10,000
(66,925)	(35,050)	(35,050)	66,618
442,716	497,750	497,750	591,118

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.

Current Year Activity/Achievements

- Complete implementation of Accela Automation software system and staff training.
- Continued improvement of Abatement Program through work crew staff changes.

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 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.

Performance Statistics

- During calendar year 2017, the Property Maintenance Division initiated cases and performed 1,323 abatements, with total billing of \$248,039.50.
- Initiated 9,958 cases related to property maintenance violations.
- Issued 1,296 administrative penalties.

PROPERTY MAINTENANCE

Program 5430

Program Description

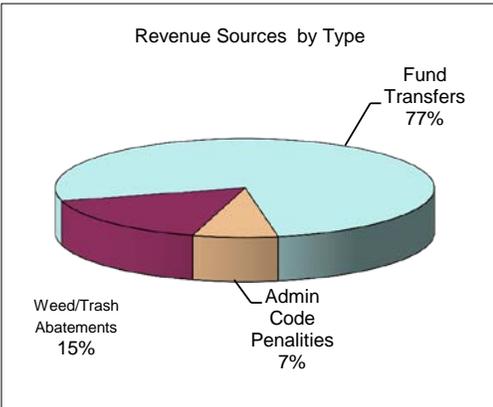
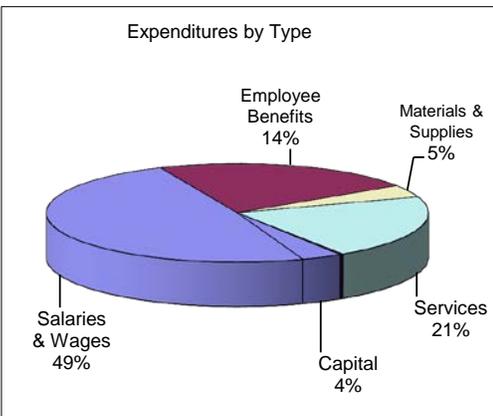
Property maintenance staff work with citizens in an effort to eliminate trash, debris, overgrown weeds and dangerous buildings throughout the city. The staff also provides rodent and mosquito control and rental dwelling inspections.

Staffing Detail

- Property Maintenance Manager
- Senior Property Maintenance Inspector
- Property Maintenance Inspector
- Work Crew Supervisor
- Senior Commun. Compliance Inspector
- Community Compliance Inspector
- Code & Neighborhood Support Tech
- Code Enforcement Clerk
- Laborer

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
0	0	0	1
0	4	4	4
1	1	1	1
1	0	0	0
3	0	0	0
1	1	1	1
1	1	1	1
0	1	1	1
8	9	9	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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
343,661	381,126	381,126	427,453
112,915	171,138	171,138	194,873
37,639	37,400	35,250	35,250
255,063	165,100	167,250	183,133
2,088	2,500	2,500	2,500
53,739	0	0	30,000
805,105	757,264	757,264	873,208
31,645	40,000	40,000	40,000
80,798	80,000	80,000	90,000
8,432	0	0	0
500,500	423,000	423,000	423,000
183,730	214,264	214,264	320,208
805,105	757,264	757,264	873,208

DEMOLITIONS

Program 5360

Program Description

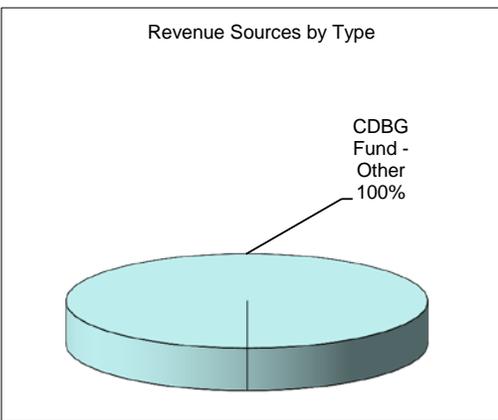
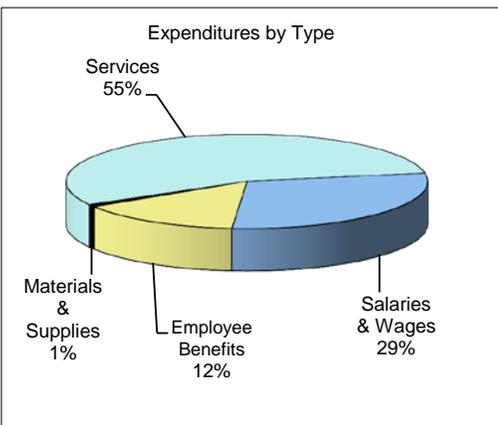
Through this program, federal funding is used to eliminate slum and blight conditions by securing or demolishing dilapidated, abandoned, or dangerous structures thereby assuring public health and safety. The Historic Preservation Planner also provides historic preservation review compliance for rehab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

Staffing Detail

Property Maintenance Inspector
 Historic Preservation Planner

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
2	2	2	2
0.5	0.5	0.5	0.5
2.5	2.5	2.5	2.5

Operating Budget Summary



Expenditures:
 Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services
 Capital

Total

Revenue Sources:
 Principal Earnings
 Interest Earnings
 Fed Entitlmt Grnt
 CDBG Fund - Other

Total

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
103,949	112,523	112,523	115,342
34,365	54,998	54,998	57,622
1,756	3,555	3,555	3,555
125,918	219,650	219,650	219,650
85,500	0	0	0
351,489	390,726	390,726	396,169
12,101	0	0	0
10	0	0	0
0	0	0	0
339,377	390,726	390,726	396,169
351,489	390,726	390,726	396,169

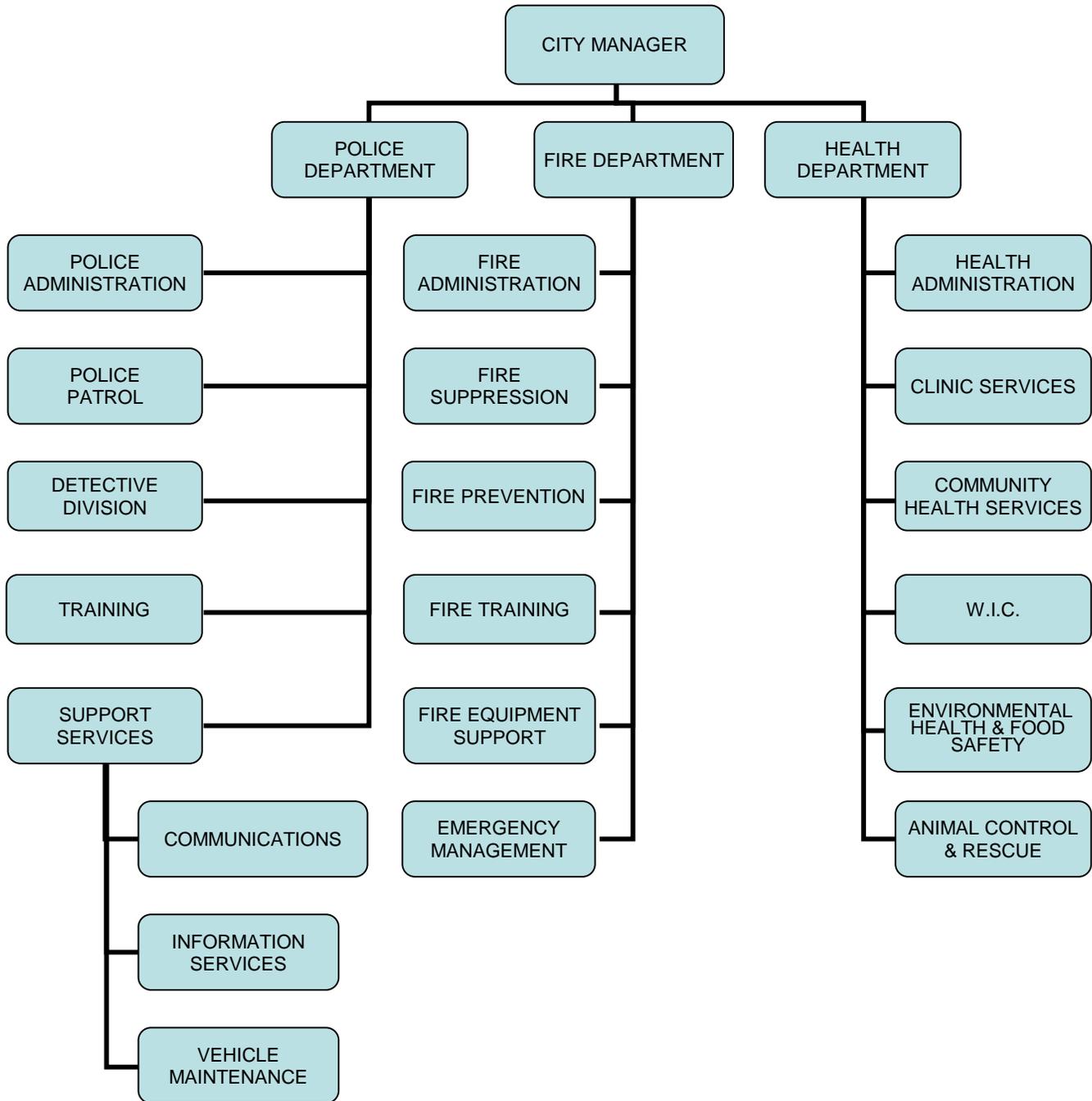


PUBLIC SAFETY DEPARTMENTS

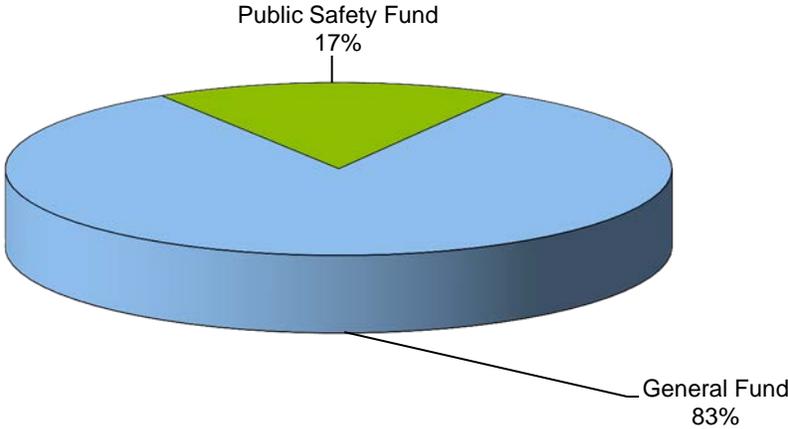
The Public Safety Departments - the St. Joseph Police Department, St. Joseph Fire Department and St. Joseph Health Department - provide a wide range of public safety services, detailed in the following pages.

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.

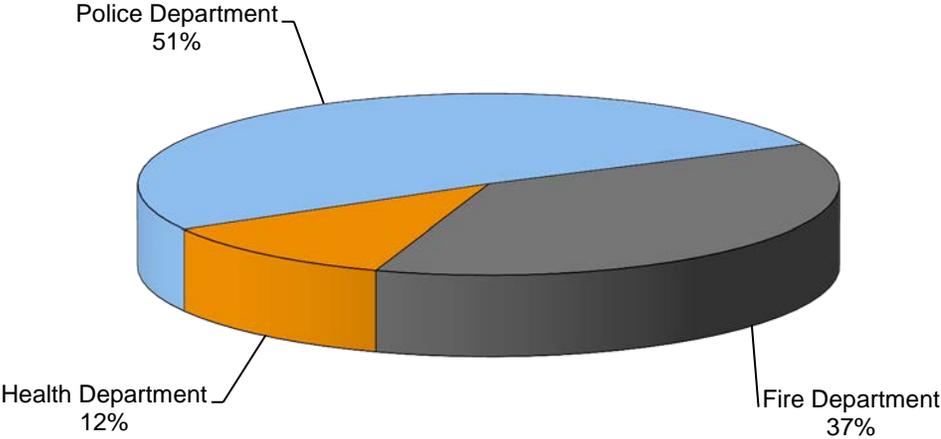
TOTAL BUDGETED RESOURCES: \$ 39,647,972



PUBLIC SAFETY SOURCES & USES



FUNDING SOURCES



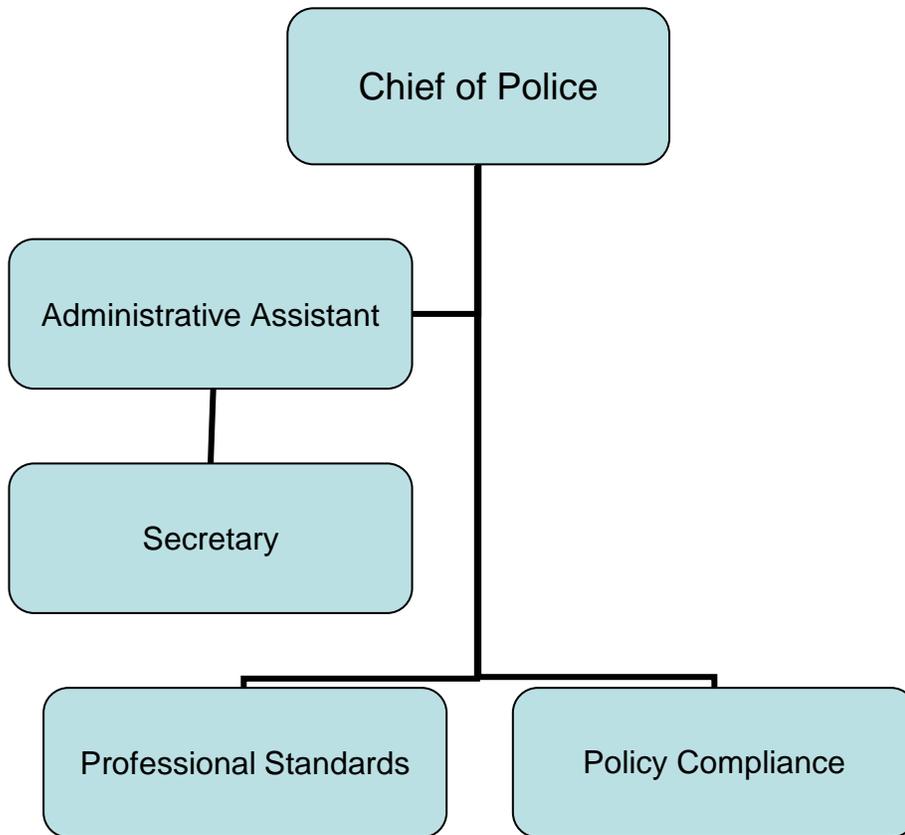
PROGRAM USES

PUBLIC SAFETY DEPARTMENTS SUMMARY

ACCOUNT TYPE	2016-17	2017-18		2018-19	
	Actual	Adopted Budget	Estimated Actual	Budget	
Salaries & Wages	17,651,395	18,582,245	18,653,080	18,715,913	
Retired Fire "Consultant" Pay	121,904	162,213	162,213	115,825	
Payroll Expenses & Benefits	9,254,881	11,315,813	11,348,861	10,956,948	
Materials & Supplies	841,400	916,259	1,073,102	927,394	
Utilities & Other Contracted Services	3,447,026	3,543,386	3,611,116	3,639,153	
Transfers	2,751,757	4,920,140	4,920,140	4,440,244	
Capital Outlay	2,049,604	844,073	897,254	852,495	
	36,117,967	40,284,129	40,665,766	39,647,972	
USES BY PROGRAM	DEPARTMENT				
Police Administration	Police	1,029,934	1,083,602	1,083,602	1,036,407
Patrol Operations	Police	6,529,508	7,276,692	7,375,392	7,013,452
Detective Division	Police	2,081,874	2,350,529	2,350,529	2,393,449
Public Safety Tax - Police	Police	3,313,483	4,670,423	4,670,423	4,386,355
Training	Police	149,809	146,769	149,707	157,324
Support Services	Police	754,780	869,529	869,560	828,308
Police Communications	Police	2,525,186	2,685,471	2,685,471	2,803,284
Information Services	Police	620,319	682,704	682,704	673,828
Police Maintenance	Police	394,618	453,032	462,979	815,923
Grant Funded Programs	Police	492,790	183,108	189,715	147,965
Fire Administration	Fire	484,072	536,739	536,739	479,386
Fire Suppression	Fire	10,373,593	11,326,338	11,326,338	11,114,555
Fire Prevention	Fire	409,675	447,410	447,410	454,571
Fire Training	Fire	219,591	241,653	243,353	264,487
Fire Equipment Support	Fire	352,359	404,613	404,613	439,633
Emergency Management	Fire	0	121,917	121,917	120,761
Public Safety Tax - Fire	Fire	2,562,610	2,355,546	2,355,546	1,970,226
Health Administration	Health	829,465	912,762	998,730	931,462
Clinic Services	Health	959,449	1,051,884	1,186,690	1,092,645
Community Health Services	Health	390,912	388,820	413,046	314,155
WIC Services	Health	455,881	499,236	499,236	494,980
Health/Food Safety	Health	207,455	223,955	226,280	283,027
Animal Control/Rescue	Health	793,021	926,704	941,093	946,018
Public Safety Tax - Health	Health	187,582	444,693	444,693	485,771
		36,117,967	40,284,129	40,665,766	39,647,972
FUNDING SOURCES					
General Fund		30,054,292	32,813,467	33,195,104	32,805,620
Public Safety Fund		6,063,675	7,470,662	7,470,662	6,842,352
		36,117,967	40,284,129	40,665,766	39,647,972
STAFFING SUMMARY					
Police		183	186	186	189
Fire		131	131	131	131
Health		44.1	44.1	44.1	44.1
		358.1	361.1	361.1	364.1



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, Outside assessment completed, received State Certification in December 2017
- 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 2017.
- Completed transition to Missouri Incident Based Reporting System (MIBRS)

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), and complete first year of reporting.
- Maintain standards for Missouri State Certification.

Performance Statistics

- Number of "Use of Force" incidents reviewed: 236 (2016) 243 (2017)
- Number of pursuits reviewed: 6 (2016) 10 (2017)
- Number of documented complaints investigated: 50 (2016) 54 (2017)
- Total crimes reported: 11,405 (2016) 12,474 (2017)
- Total vehicle accidents: 2422 (2016) 2421 (2017)

POLICE ADMINISTRATION

Program 8340

Program Description

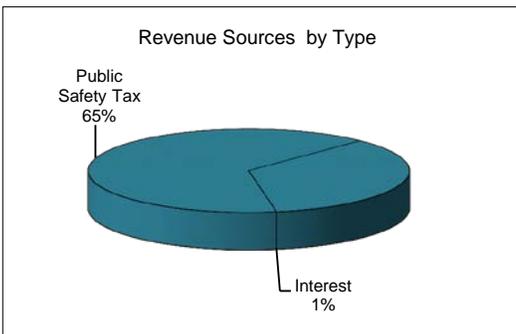
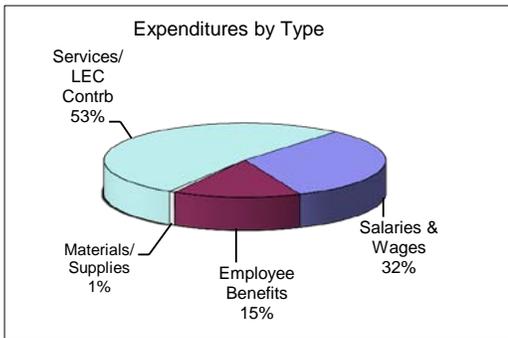
The Police Chief and staff ensure professional police service through the establishment of department goals and objectives and the assurance that they are being accomplished; the creation and adherence to department written directives; and the insistence on excellent communications with those outside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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
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

Total

Revenue Sources:

Other Revenue
 Interest
 Public Safety Tax
 Other General Fund

Total

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
325,927	328,692	328,692	337,205
172,527	215,880	215,880	151,567
4,127	7,600	7,600	7,600
527,353	531,430	531,430	540,035
1,029,934	1,083,602	1,083,602	1,036,407
154	0	0	50
23	10	10	100
1,386,120	2,369,727	2,369,727	2,245,872
(356,364)	(1,286,135)	(1,286,135)	(1,209,615)
1,029,934	1,083,602	1,083,602	1,036,357

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

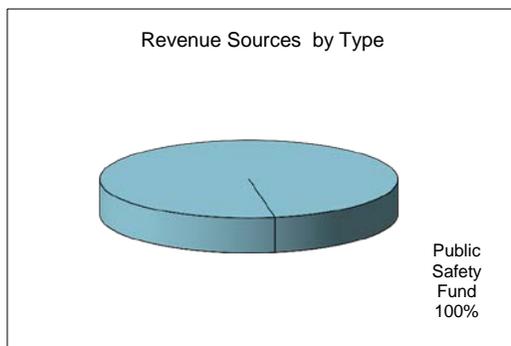
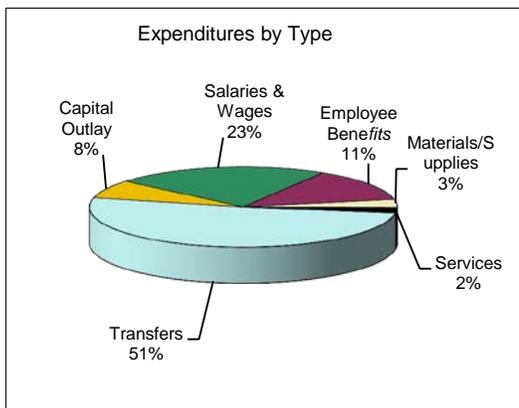
Staffing Detail

Sergeant
Patrol Officer

2016-17	2017-18		2018-19
	Actual	Adopted Budget	
14	17	17	1
1	1	1	19
15	18	18	20

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

Operating Budget Summary



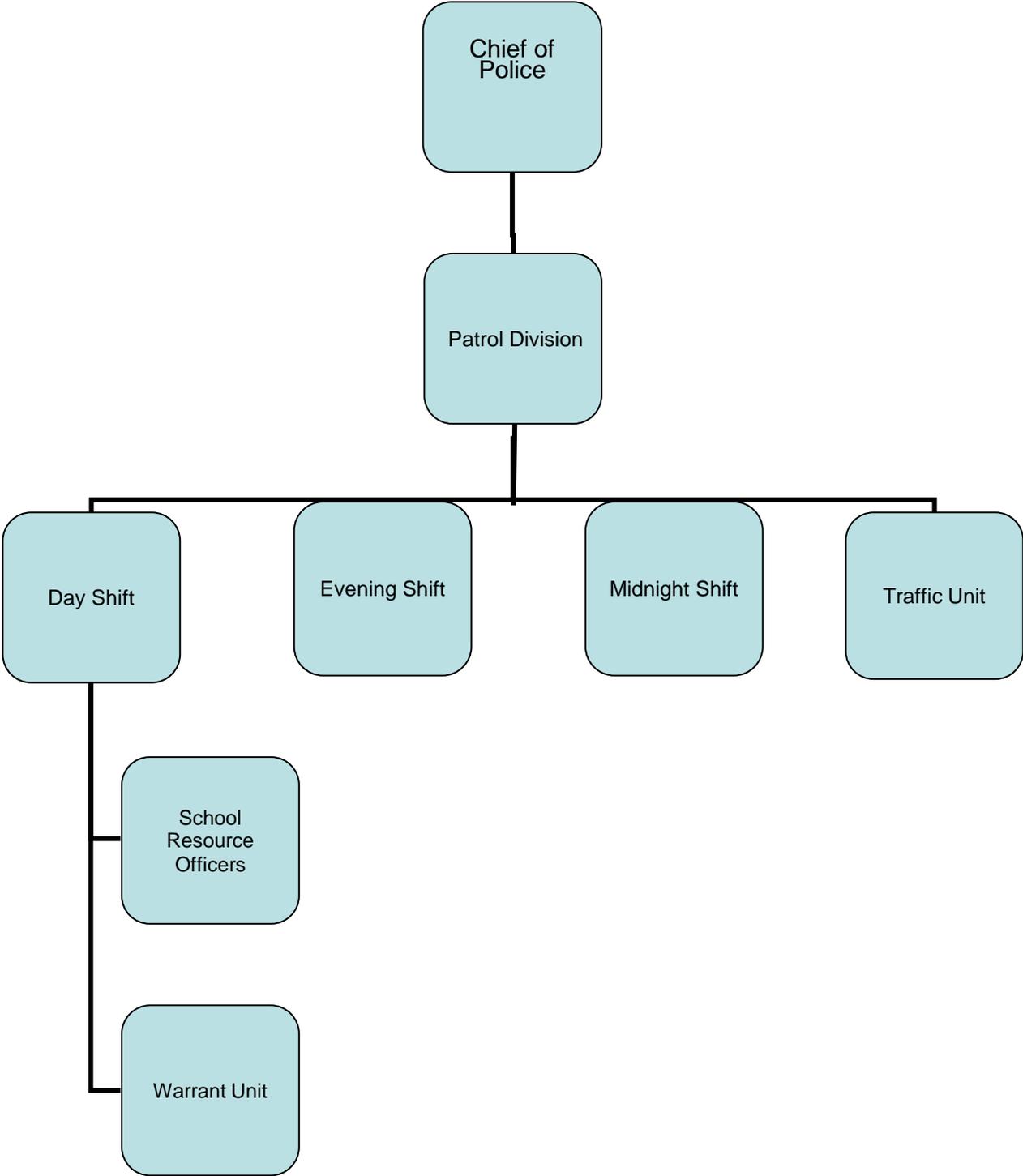
Expenditures:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	659,740	804,319	804,319	989,556
Employee Benefits	374,408	534,050	535,505	581,512
Materials/Supplies	121,194	136,510	135,055	140,410
Services	59,961	96,530	96,530	104,240
Transfers	1,386,120	2,369,727	2,369,727	2,245,872
Capital Outlay	712,059	729,287	729,287	324,765
Total	3,313,483	4,670,423	4,670,423	4,386,355

Revenue Sources:

Public Safety Fund	3,313,483	4,670,423	4,670,423	4,386,355
Total	3,313,483	4,670,423	4,670,423	4,386,355

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 2017 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 11 new Officers during the year to fill vacancies and positions created under the Public Safety tax.
- Day shift Officers make regular visits to the elementary schools

Budget Challenges/Planned Initiatives

- Maintain items needed to efficiently run the division
- Keep Officers trained as required by State Certification requirements.
- Keep staffing at acceptable minimum levels in patrol
- Work towards positive community interaction by participating in meetings with various citizen and business groups.
- Work towards achieving 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 2016: 50,385 in 2017: 55,582
- Number of self-initiated activities in 2016: 46,159 in 2017: 36,852
- Number of Traffic Summons issued in 2016: 20,362 in 2017: 15,297
- Number of Warrants Unit arrests in 2016: 568 in 2017: 551
- Number of School Resource Officer Cases in 2016: 394 in 2017: 553
- Number of Adult arrests in 2016: 7,584 in 2017: 6322
- Average response time (priority calls): in 2016: 11m 48s in 2017: 11m 55s

PATROL OPERATIONS

Program 2210

Program Description

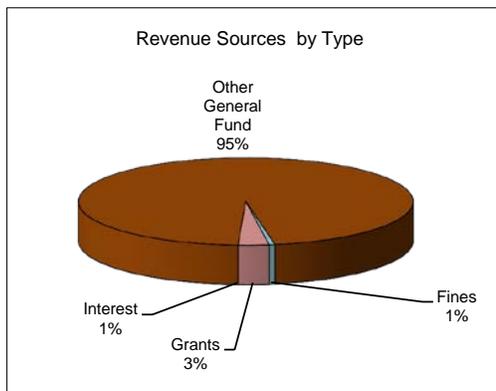
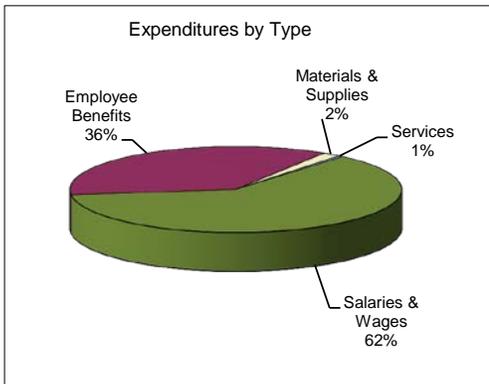
To enforce Federal, State and local laws by providing 24 hour responses to public safety emergency , non-emergency situations and other incidents that require police intervention or participation in order to protect life and property and to promote a sense of safety and well being in the community.

Staffing Details

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

2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
3	3	3	3
11	11	11	11
63	63	63	60
4	4	4	5
1	1	1	1
83	83	83	81

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services
 Capital Outlay

Total

Revenue Sources:

Fines
 Other Revenue
 Interest
 Grants
 Other General Fund

Total

2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual
4,024,654	4,426,691	4,426,691	4,339,000
2,284,209	2,692,471	2,692,471	2,522,422
149,609	121,510	221,510	121,510
30,305	36,020	34,720	30,520
40,730	0	0	0
6,529,508	7,276,692	7,375,392	7,013,452
57,713	70,000	70,000	39,000
7,051	50	104,192	0
0	0	0	100
0	149,420	149,420	207,570
6,464,744	7,057,222	7,051,780	6,766,782
6,529,508	7,276,692	7,375,392	7,013,452

GRANT FUNDED PROGRAMS

2280

Program Description

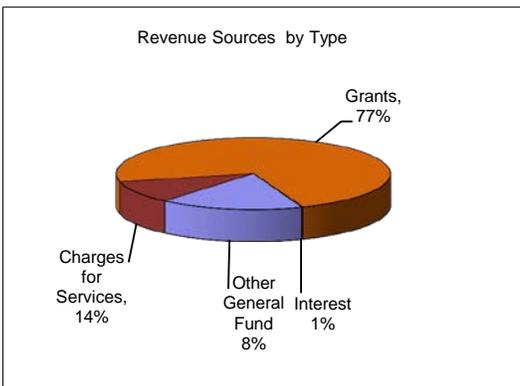
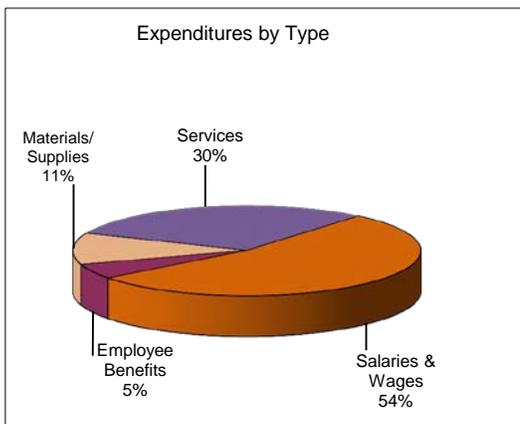
This program was developed to account for the revenues and expenditures by the Police Department from grant or other special revenue sources.

Staffing Details

NA

2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



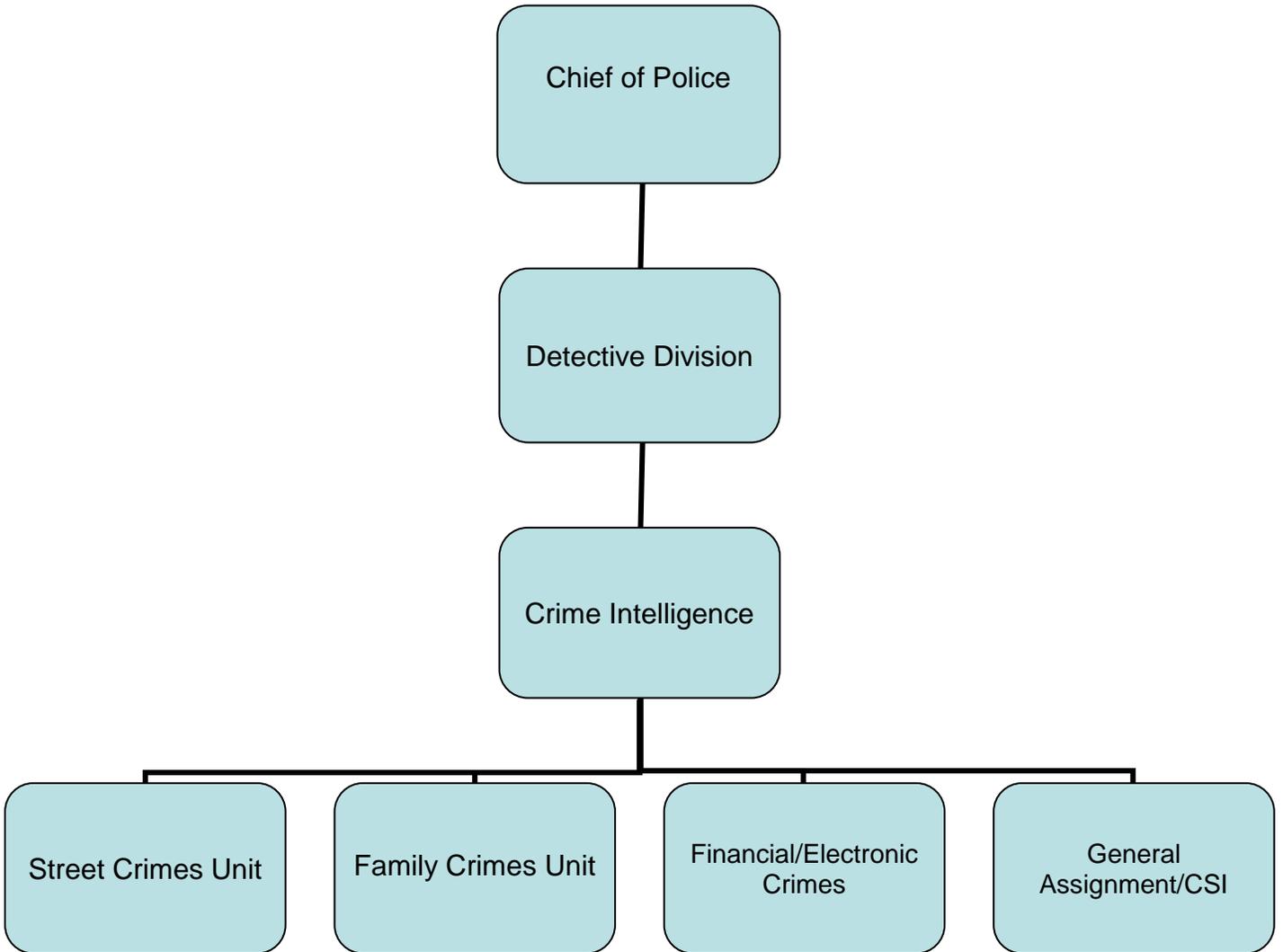
Expenditures:

	2016-17 Actual	2017-18 Adopted Budget	2017-18 Estimated Actual	2018-19 Budget
Salaries & Wages	251,176	80,612	86,612	79,143
Employee Benefits	145,863	40,020	38,627	8,000
Materials/Supplies	34,904	20,880	22,880	16,664
Services	55,738	41,596	41,596	44,158
Capital Outlay	5,109	0	0	0
Total	492,790	183,108	189,715	147,965

Revenue Sources:

	2016-17 Actual	2017-18 Adopted Budget	2017-18 Estimated Actual	2018-19 Budget
Charges for Services	20,877	23,000	23,000	15,000
Grants	291,468	122,887	132,849	107,860
Interest	99	20	20	200
Other Revenue	2,000	0	0	0
Other General Fund	178,346	37,201	33,846	24,905
Total	492,790	183,108	189,715	147,965

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. However we are preparing for additional personnel that will bring us to our full allocated strength.
- 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 - 18,583 | Cleared by Exception - 174 |
| • Total Cases Assigned - 3,403 | Closed by Arrest - 685 |
| • Referred to State Prosecutor - 999 | Referred to City Prosecutor - 139 |
| • Referred to Juvenile - 63 | Referred to Other - 132 |
| • Open - 1099 | Unfounded - 112 |

DETECTIVE DIVISION

Program 2240

Program Description

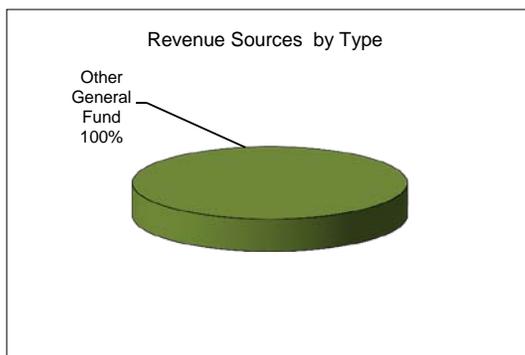
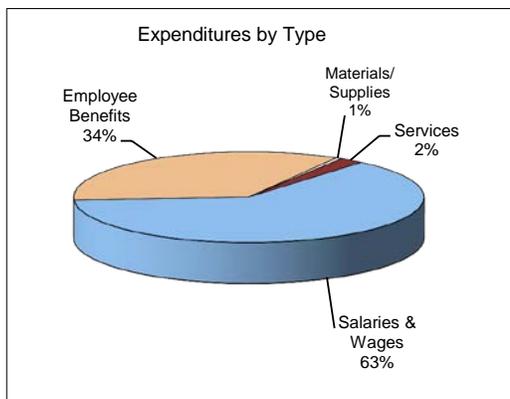
The Detective Division was formed to apprehend suspected offenders, assist in the prosecution of those individuals, and recover stolen property through the investigation of criminal acts that occur within the boundaries of the City. Detectives also provide assistance to the public, other law enforcement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

Staffing Details

Police Commander
 Police Captain
 Police Sergeant
 Police Officer
 Secretary

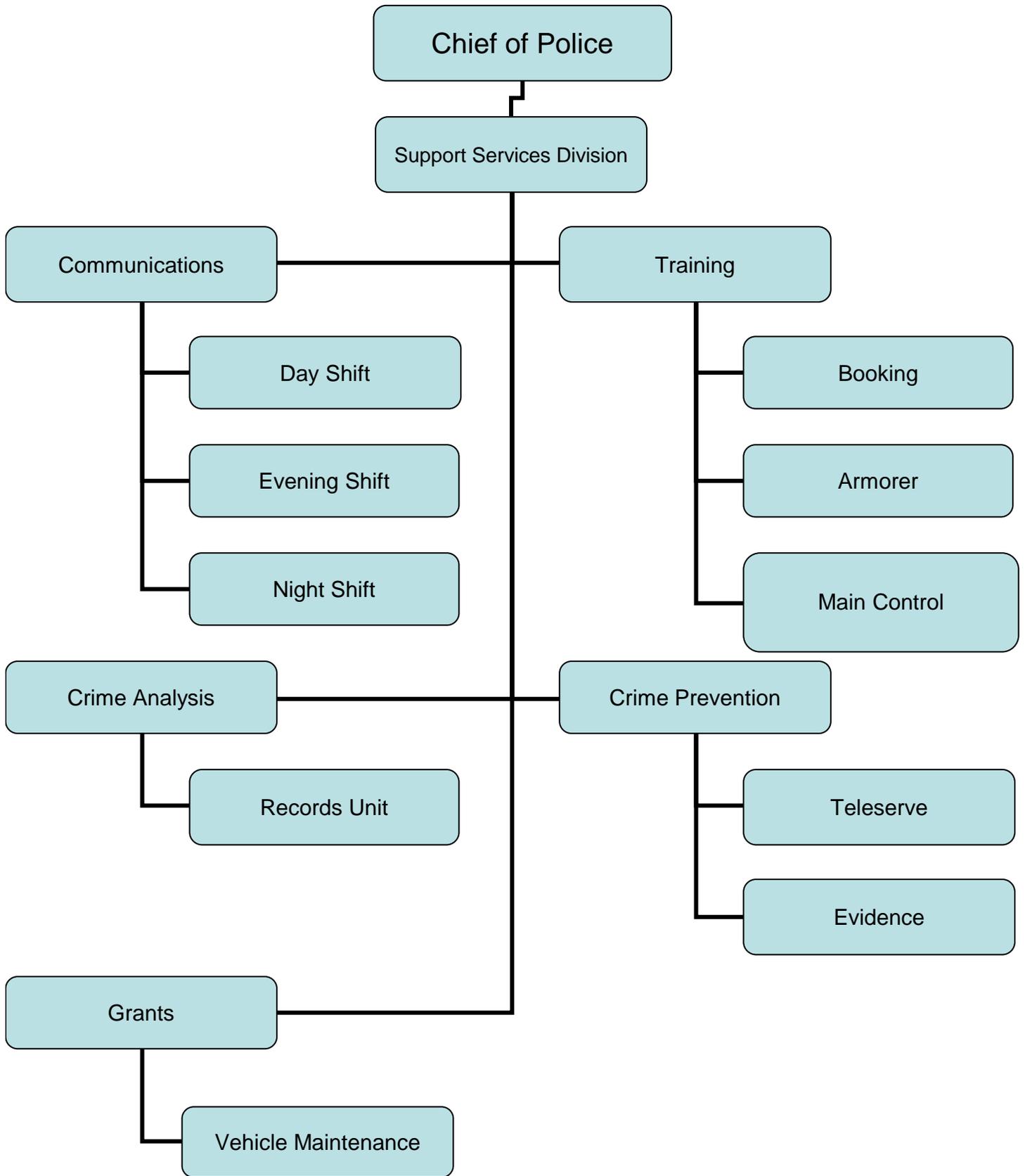
2016-17	2017-18		2018-19
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
4	4	4	4
18	18	18	20
1	1	1	1
25	25	25	27

Operating Budget Summary



	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	1,316,877	1,412,942	1,412,942	1,505,183
Employee Benefits	709,659	872,075	872,075	821,554
Materials/Supplies	22,564	13,132	13,132	13,132
Services	32,774	52,380	52,380	53,580
Capital Outlay	0	0	0	0
Total	2,081,874	2,350,529	2,350,529	2,393,449
Revenue Sources:				
Other General Fund	2,081,874	2,350,529	2,350,529	2,393,449
Total	2,081,874	2,350,529	2,350,529	2,393,449

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

- Completed system configuration to report MIBRS and received certification
- Developed and implement a more stable server/database environment through virtualization.
- Integration web service text to 911 into phone hardware system
- Implemented Active 911 application for PD use and application for Communications to monitor Fire Department.
- Continued the development of NextDoor increasing from 25 to over 64 groups.
- Crime Analysis Unit continued to expand in providing crime analysis support to include the use of predictive analysis to enhance patrol strategies.
- Upgrading to Mobile 10 field reporting
- Implemented Virtual Academy on line training to assist in meeting new POST requirements.
- 9-1-1 For Kids Education Program reached out to over 1,300 children in area schools as well as nearly 500 children who visited the booth at various community events.

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
- Work with the MORE project out of Jefferson City to provide our first dose of Naloxone (Narcan) to all of our Officers
- Replace current ticketing software APS to Brazzos
- Develop a system to track CA requests. (internally and externally)
- Acquisition of mobile and portable radios encryption ready
- Develop a plan to replace consoles as they age-would like to replace one or two over the next several years.
- Purchase an additional Trail Watch vehicle to be utilized as a backup eliminating down time.
- Expand on the Youth Summer Camp.

Performance Statistics

- Number of grants received in 2017 were 18, value of grants received \$134,959
- Total number of new case reports by Records Unit 18,583
- Number of incoming 911 calls 60,973
- Number of calls on the non-emergency line 154,053
- Number of prisoners booked 3,916
- Neighborhood Watch Meetings in 81
- Citizen volunteer hours 1583
- Number of vehicle maintenance orders 1565
- Number of miles driven by SJPD fleet 1,278,809
- Number of citizen completing beverage server class 795

SUPPORT SERVICES

Program 2250

Program Description

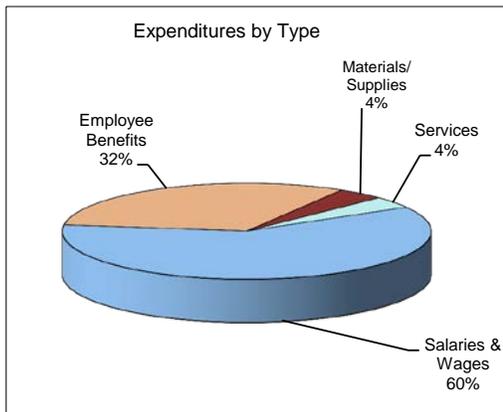
Staff enhance the crime fighting capabilities of the department by providing long-range planning and crime analysis intelligence to the department. It also educates the public in crime prevention and public education in areas such as police procedures and operational functions. The Police Commander in 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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	3	3	3
1	1	1	1
4	4	4	4
3	3	3	3
12	12	12	12

Operating Budget Summary

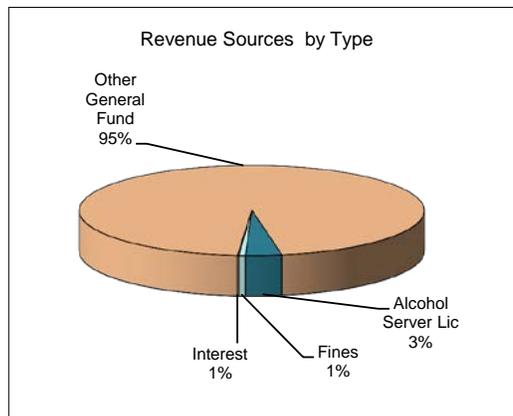


Expenditures:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	480,120	515,440	515,440	500,571
Employee Benefits	219,899	298,365	298,365	261,013
Materials/Supplies	26,656	31,230	31,261	34,230
Services	28,105	24,494	24,494	32,494
Capital Outlay	0	0	0	0
Total	754,780	869,529	869,560	828,308

Revenue Sources:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Alcohol Server Lic	26,495	28,000	28,000	28,000
Fines	3,200	3,000	3,000	5,000
Interest	58	0	0	1,000
Other Revenue	995	0	31	0
Other General Fund	724,032	838,529	838,529	794,308
Total	754,780	869,529	869,560	828,308



TRAINING

Program 2260

Program Description

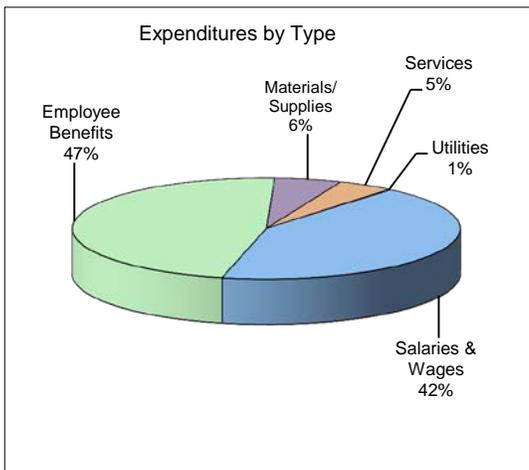
This Unit is responsible for in-service training, specialized seminars, and the mandated, Missouri Police Officers Standards of Training Commission (P.O.S.T.) training in order to provide skilled, professional public safety officers.

Staffing Details

Police Sergeant

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1

Operating Budget Summary

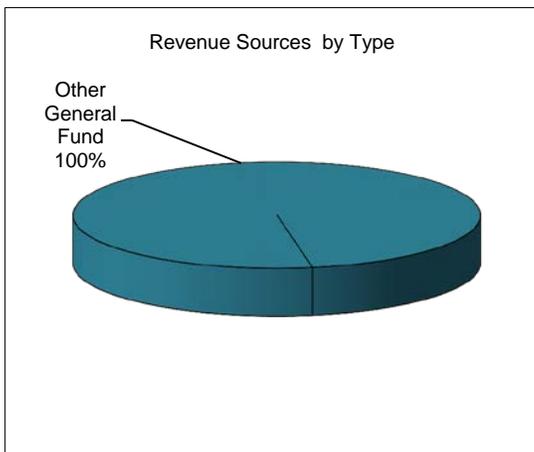


Expenditures:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	62,167	58,246	58,246	66,948
Employee Benefits	70,373	72,103	73,403	73,956
Materials/Supplies	12,711	8,830	10,468	8,830
Services	4,298	7,290	7,290	7,290
Utilities	260	300	300	300
Total	149,809	146,769	149,707	157,324

Revenue Sources:

Other Revenue	2,533	0	662	0
Other General Fund	147,276	146,769	149,045	157,324
Total	149,809	146,769	149,707	157,324



VEHICLE MAINTENANCE

Program 2290

Program Description

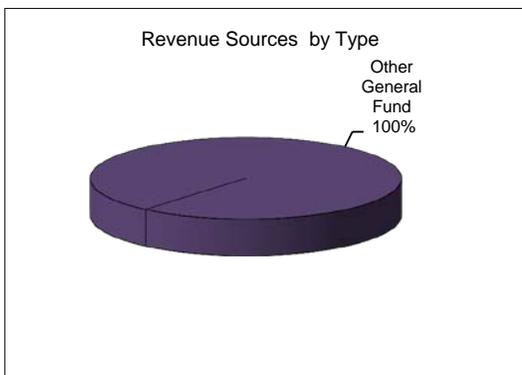
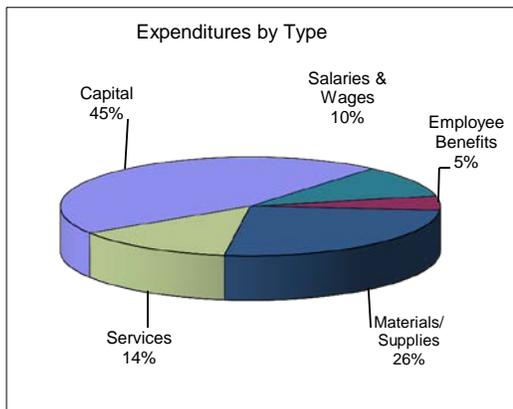
Staff maintain the police fleet in a state of good repair by conducting timely, comprehensive preventive maintenance checks. With the increase in the number of officers starting in FY2015, the number of vehicles in the fleet will increase. FY2018 fleet will consist of 49 marked and 41 unmarked vehicles,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

Staffing Details

Master Mechanic
Auto Mechanic

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

Salaries & Wages
Employee Benefits
Materials/Supplies
Services
Capital

Total

Revenue Sources:
Insurance Proceeds
Other General Fund

Total

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
74,294	76,720	76,720	85,727
27,233	54,492	54,492	38,146
157,221	211,120	211,120	211,120
135,869	110,700	120,647	112,200
0	0	0	368,730
394,618	453,032	462,979	815,923
9,449	3,740	4,070	0
385,169	449,292	458,909	815,923
394,618	453,032	462,979	815,923

COMMUNICATIONS

Program 2910

Program Description

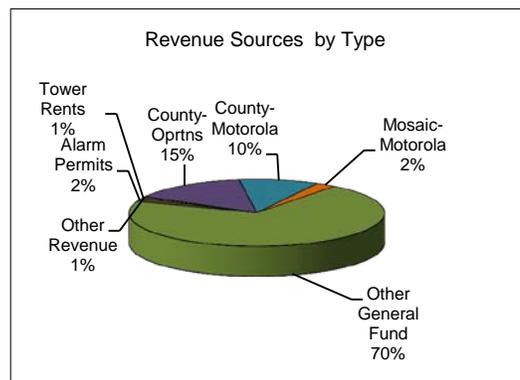
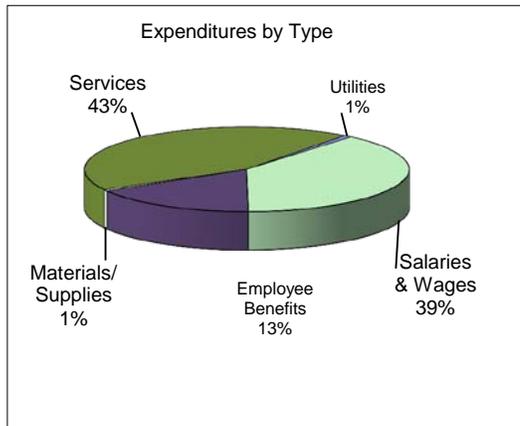
The police communications center ensures that accurate, clear and timely communication occurs between the public, the Police Department, the Fire Department, the ambulance service, the County Sheriff's Department and outlying fire districts by providing routine and emergency public safety communications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

Staffing Details

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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
4	4	4	4
17	17	17	18
1	1	1	1
2	2	2	2
25	25	25	26

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	971,260	1,034,923	1,034,923	1,084,985
Employee Benefits	324,468	420,718	420,718	465,928
Materials/Supplies	11,716	14,870	14,870	14,870
Services	1,199,197	1,193,960	1,193,960	1,216,501
Utilities	18,545	21,000	21,000	21,000
Total	2,525,186	2,685,471	2,685,471	2,803,284
Revenue Sources:				
Alarm Permits	48,471	49,000	49,000	47,000
Tower Rents	17,250	18,000	18,000	17,000
Other Revenue	5,582	5,580	5,580	6,200
County-Oprtns	392,137	393,000	393,000	412,985
County-Motorola	281,689	285,000	285,000	282,000
Mosaic-Motorola	70,422	77,600	77,600	70,432
Other General Fund	1,709,635	1,857,291	1,857,291	1,967,667
Total	2,525,186	2,685,471	2,685,471	2,803,284

INFORMATION SERVICES

Program 2920

Program Description

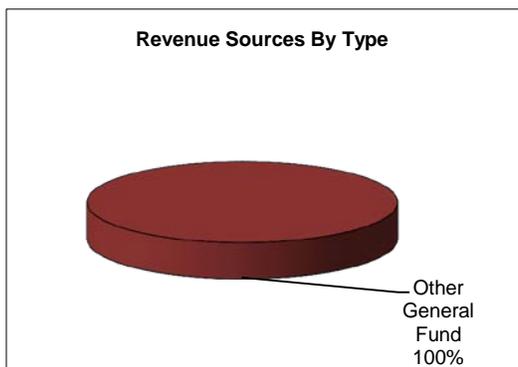
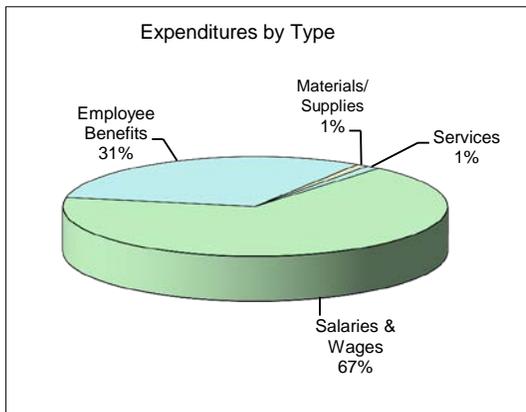
Staff provide direct and indirect support services to the various units of the Police Department as well as direct service to the public by maintenance of police records, teleserve and main control activities.

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)

2016-17	2017-18		2018-19
	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
1	1	1	1
1	1	1	1
1	1	1	1
15	15	15	15

Operating Budget Summary



Expenditures:

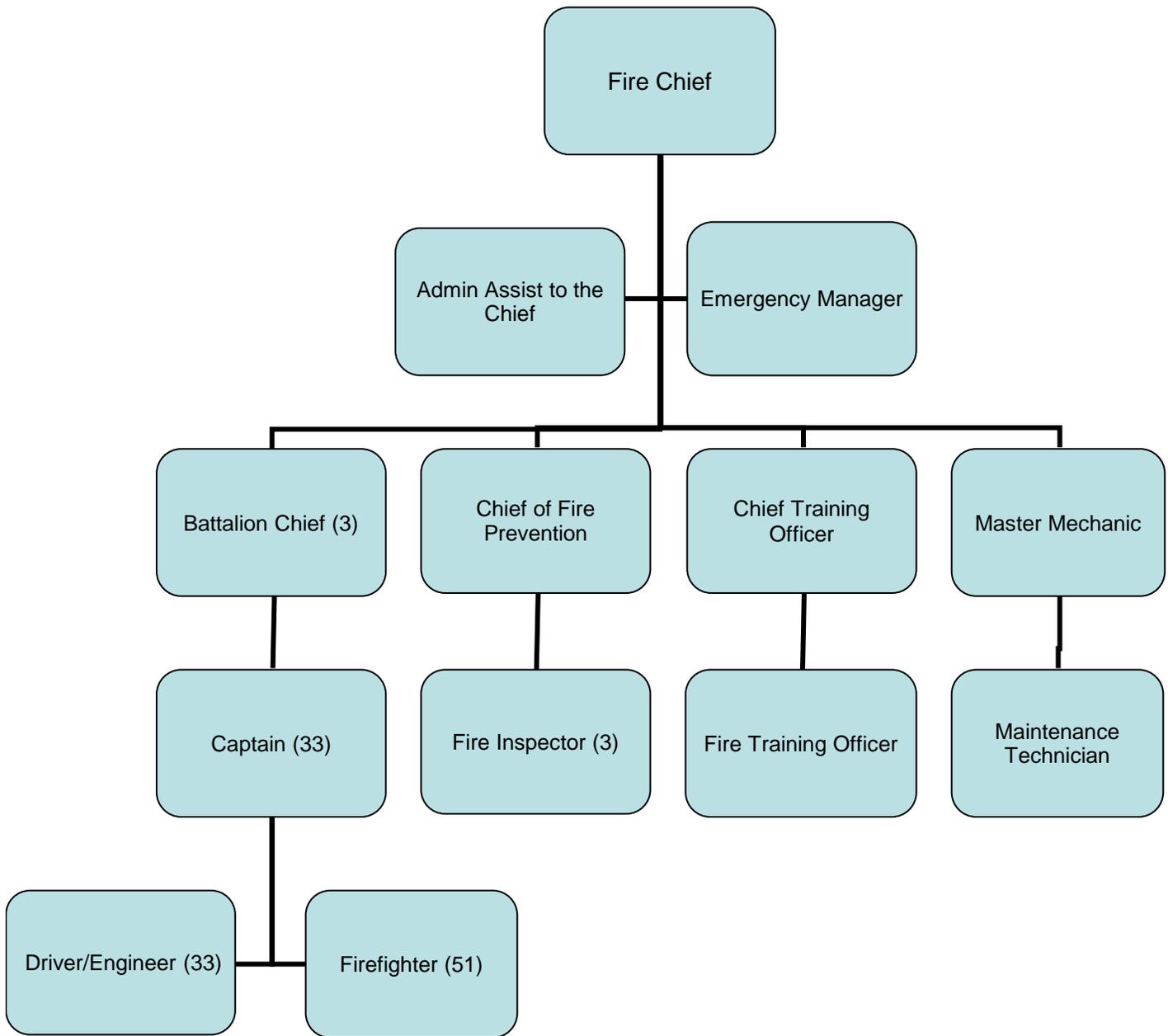
	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	449,893	460,248	460,248	449,495
Employee Benefits	160,154	207,966	207,966	209,843
Materials/Supplies	5,632	6,500	6,500	6,500
Services	4,640	7,990	7,990	7,990
Total	620,319	682,704	682,704	673,828

Revenues:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Other General Fund	620,319	682,704	682,704	673,828
Total	620,319	682,704	682,704	673,828



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 design process and started construction of two new stations at 3200 Faraon and 2316 S. 22nd Street. They will replace two 100 plus year old stations. We also completed a study on what to do with the old stations and did some early design work for an addition to the Headquarters station.
- We were able to complete a phase one environmental study on the Hansen Mead building located southeast of the Headquarters station. The phase two assessment started in December and should be completed in early 2018.
- We opened the EOC at Station 12 during the eclipse event and operated it on a 24 hour basis prior to and during the event. This turned out to be a very good training event for fire and most City departments.
- Due to the pension plan change we had several senior firefighters retire. In a matter of about 8 months the fire department lost almost 400 years of experience. While these firefighters will be difficult to replace, it is an opportunity for many of our younger members to get promoted and lead a new generation.
- For the first time, we were able to offer NFPA physicals to our firefighters. Physicals were done on site and included a visit with the doctor. We were also able to offer a chest x-ray and PSA test.
- We had 12 firefighters meet the "Fit as a Rookie" requirements of at least 100 hours of physical fitness.
- Along with the start of construction on our new stations in July, we also completed the installation of a new roof at Station 8, replacement of a sidewalk and improved drainage at the Headquarters station, installed a new parking lot at Station 2, and purchased two new pumpers that will arrive about the time the new stations open.
- 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. Along with the Police Department, Health, and Public Works, Fire hosted an explorer scout group of high school students.
- Negotiated and signed a new contract with Local 77 that should be in place in early 2018.

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.
- Complete construction of the two new fire stations in a timely fashion.
- 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.

FIRE ADMINISTRATION

Program 8350

Program Description

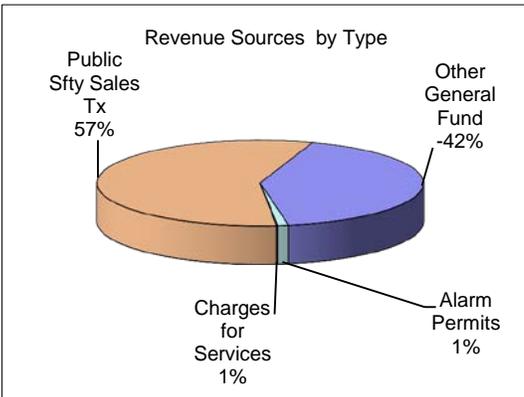
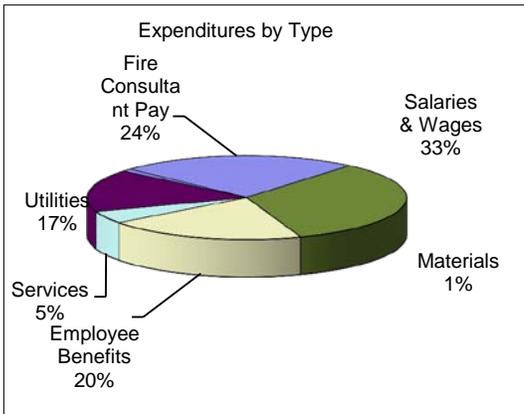
Fire Administration provides the leadership and vision for the Fire Department's fire protection and rescue services. Fire Administration manages programs in Fire Suppression, Fire Training, Fire Prevention and Fire Maintenance. Staff interacts with and ensures that the non-emergent needs of the business 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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	153,344	156,310	156,310	160,226
Fire Consultant Pay	121,904	162,213	162,213	115,825
Employee Benefits	114,052	113,671	113,671	96,490
Services	23,454	21,995	21,995	23,095
Utilities	68,863	77,800	77,800	79,000
Materials	2,455	4,750	4,750	4,750
Total	484,072	536,739	536,739	479,386

Revenue Sources:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Alarm Permits	34,325	32,000	32,000	32,000
Charges for Services	3,247	0	0	3,500
Other Revenue	0	0	0	0
Public Sfty Sales Tx	1,178,055	2,105,720	2,105,720	1,708,601
Other General Fund	(731,555)	(1,600,981)	(1,600,981)	(1,264,715)
Total	484,072	536,739	536,739	479,386

PUBLIC SAFETY - FIRE

Program 2595

Program Description

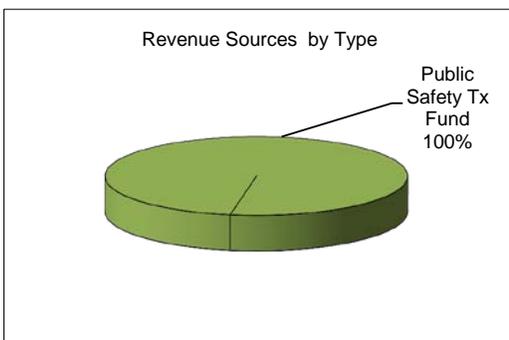
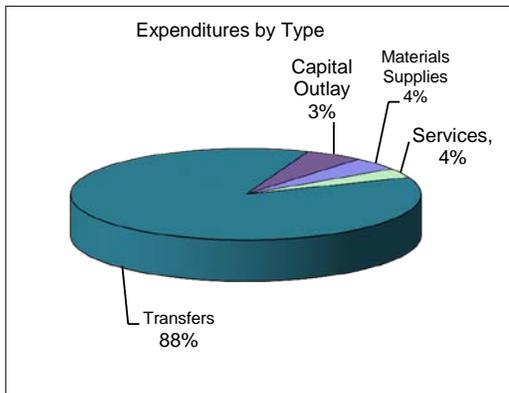
This program is funded totally through the 1/2 cent Public Safety Tax. Expenditures are concentrated in three areas - transfer to the Fire Department in the General Fund to cover the wage enhancements negotiated by the fire union, equipment purchases, and an escrow established as a sinking fund to enable 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

2016-17	2017-18		2018-19
	Actual	Adopted Budget	
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Materials/Supplies	50,844	86,600	86,600	89,300
Services	60,325	75,440	75,440	66,825
Transfers	1,178,055	2,105,720	2,105,720	1,708,601
Capital Outlay	1,273,386	58,934	58,934	105,500
Capital Improvements	0	28,852	28,852	0
Total	2,562,610	2,355,546	2,355,546	1,970,226

Revenue Sources:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Transfers	64,801	0	0	0
Public Safety Tx Fund	2,497,809	2,355,546	2,355,546	1,970,226
Total	2,562,610	2,355,546	2,355,546	1,970,226

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 10,901 calls, with almost 55% being medical.
- Fire crews completed 333 inspections last year.
- 14 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, resulting in 2 civilian fatalities.

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.

FIRE SUPPRESSION

Program 2510

Program Description

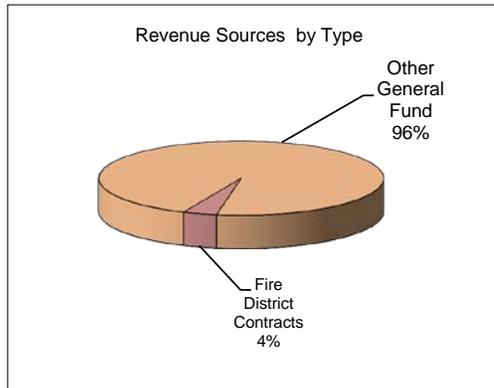
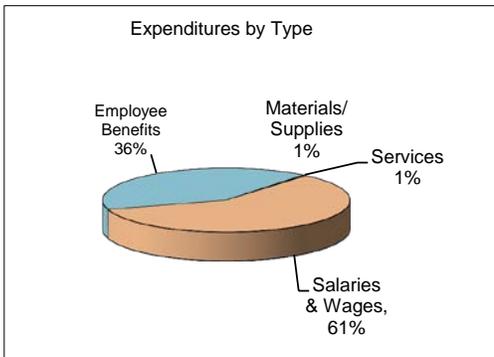
Fire Suppression personnel provide fire suppression, rescue, and emergency medical service to the City of St. Joseph and three Fire Protection Districts. Fire Suppression personnel provide non-emergent support to the public with fire prevention, festival medical care, and citizen assistance services.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

Staffing Details

Battalion Chief
 Captain
 Driver/Engineer
 Firefighter

2016-17	2017-18		2018-19
	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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
6,536,390	6,679,173	6,679,173	6,571,825
3,770,458	4,587,955	4,587,955	4,497,050
36,618	25,340	25,340	25,340
30,127	33,870	33,870	20,340
10,373,593	11,326,338	11,326,338	11,114,555
401,747	401,750	401,750	425,825
2,362	0	0	0
9,969,484	10,924,588	10,924,588	10,688,730
10,373,593	11,326,338	11,326,338	11,114,555

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 conducted on 84 properties.
- Fire Prevention demonstration house was used 23 times at schools, residential care facilities, and other venues and reached 1790 children and 338 adults. There were 45 additional fire prevention programs excluding the safety trailer.
- Received our new fire safety trailer and it will be put into service this spring.

Budget Challenges/Planned Initiatives

- Acquire new fire extinguisher training equipment. New equipment is needed using non-live-fire training simulator, which would reduce the possibility of accidental fire spread or injury that exists in life-fire situations. This would save our customers money during needed training, as the need to have their fire extinguishers recharged would no longer be an obstacle. An increased number of extinguisher programs will increase fire safety in our community.
- 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.

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

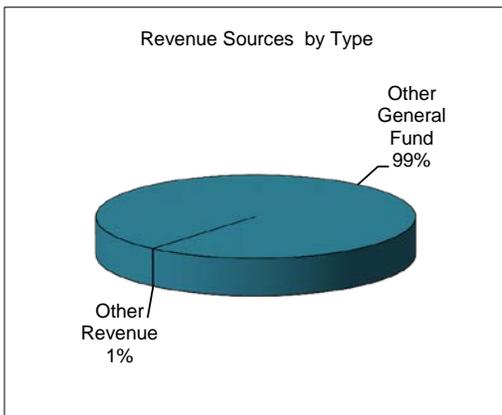
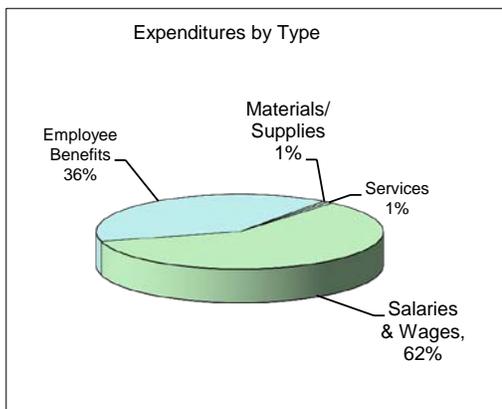
Fire Prevention staff provide fire investigation services to businesses and the public to ensure accurate fire cause determination. Fire Prevention personnel are the lead inspectors to ensure a fire-safe community. Other activities include plans review, fire code permitting and enforcement, and public 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

2016-17 Actual	2017-18		2018-19 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

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
260,692	266,467	266,467	271,271
146,135	175,793	175,793	177,750
875	2,550	2,550	2,550
1,973	2,600	2,600	3,000
0	0	0	0
409,675	447,410	447,410	454,571
Revenue Sources:			
180	250	250	250
409,495	447,160	447,160	454,321
409,675	447,410	447,410	454,571

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.

Budget Challenges/Planned Initiatives

- The EM will be 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
- EMP funds and grants continue to shrink. A combined City/County EMD may need to be looked at as an option in the future.
- The new EM will need to be prepared to work with government, industry and civic groups to prepare the City for accidents or disasters. CERT teams need to be formed to assist during times of need and long-term incidents.

EMERGENCY MANAGEMENT

Program 2540

Program Description

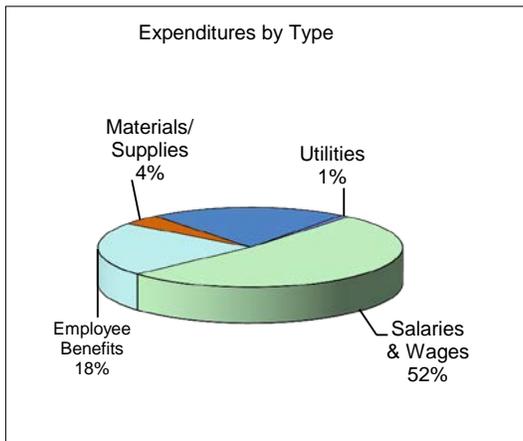
This division was established to track the revenue and expense relating to the Emergency Management grant the City receives from the State. The rest of the grant covers other E.M. expenses such as emergency communications' services at the Emergency Operations Center. Maintenance costs for the City's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

Staffing Details

Emergency Manager

2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
1	1	1	1

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials/Supplies
 Services
 Utilities

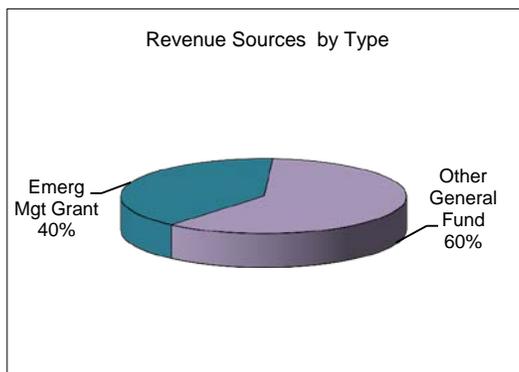
2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual
39,500	62,628	62,628	62,938
16,952	25,887	25,887	26,421
4,148	7,000	7,000	5,000
20,306	25,402	25,402	25,402
795	1,000	1,000	1,000
81,700	121,917	121,917	120,761

Total

Revenue Sources:

Emerg Mgt Grant
 Other General Fund

Total



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.

Assist planning and specifications for new equipment and facilities.

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.

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.
- Assisted with the preparation for the purchase of two new engines late this spring.
- 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.
- Scheduled and oversaw 4 aerial apparatus inspections. Repair and replaced Station 8 roof, replace Station 2 water heaters, sidewalk and curbing replacement at Headquarters, and repaved parking lot at Station 2.
- 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 pursue either a new facility strictly for fire or combine with other City departments for a central garage.
- Still need to pursue purchase of two aerial trucks to replace Ladder 5 and Engine 12.
- Unseen repairs due to damage and failure to Ladder 5 and Truck 7.
- Upgrades to existing stations, shower at Station 6, kitchen floor at Station 2.

FIRE EQUIPMENT SUPPORT

Program 2550

Program Description

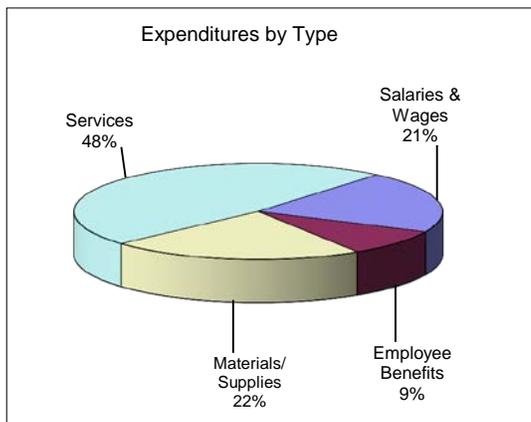
Fire Maintenance provides and/or ensures the proper maintenance of the Department's fire apparatus and staff car fleet. Fire Maintenance also procures and distributes fire station supplies as well as schedules, performs and/or ensures testing of Department ladders, aerial fire apparatus and fire pumps.

Staffing Details

Master Mechanic
Maintenance Technician

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary

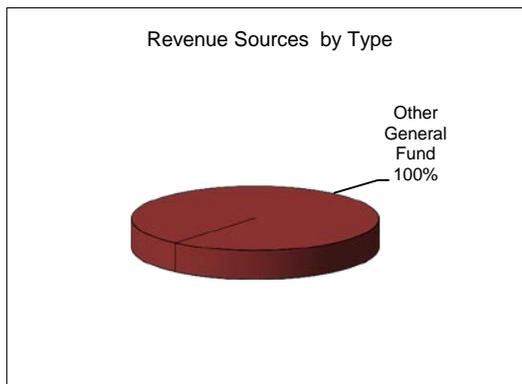


Expenditures:

	2016-17	2017-18		2018-19
	Actual	Adopted	Estimated	Budget
Salaries & Wages	86,954	89,523	89,523	91,766
Employee Benefits	28,832	38,290	38,290	39,617
Materials/Supplies	46,016	98,000	98,000	98,000
Services	190,557	178,800	178,800	210,250
Total	352,359	404,613	404,613	439,633

Revenue Sources:

	2016-17	2017-18		2018-19
	Actual	Adopted	Estimated	Budget
Other Revenue	5,049	0	0	0
Other General Fund	347,310	404,613	404,613	439,633
Total	352,359	404,613	404,613	439,633



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 12 new firefighters in 2017.
- Conducted new 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 station relocation meetings and station design.
- Served on Hillyard EMT/Fire Advisory Committee, and two state-level committees related to state firefighters.

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

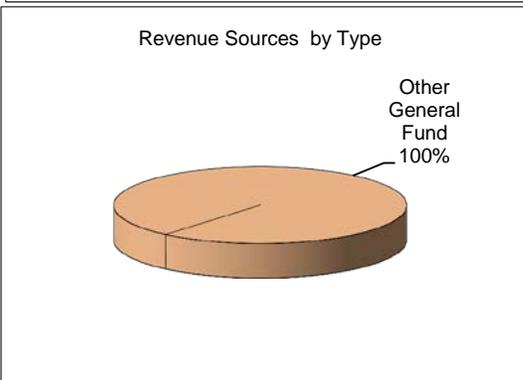
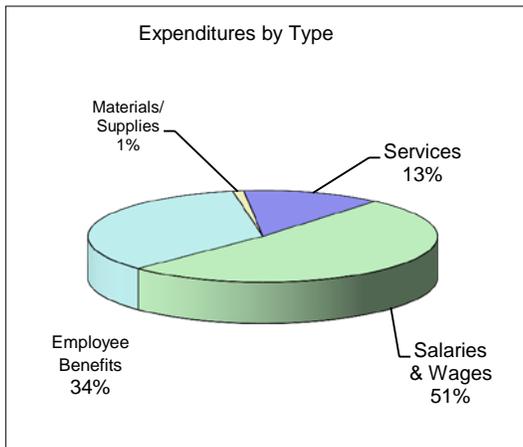
Training staff preserve and protect life and property of the citizens of St. Joseph and of the firefighting personnel themselves by developing skilled, professional fire personnel through fire protection, rescue, emergency medical, hazardous materials and terrorism training.

Staffing Details

Chief Training Officer
Fire Training Officer

2016-17	2017-18		2018-19
	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

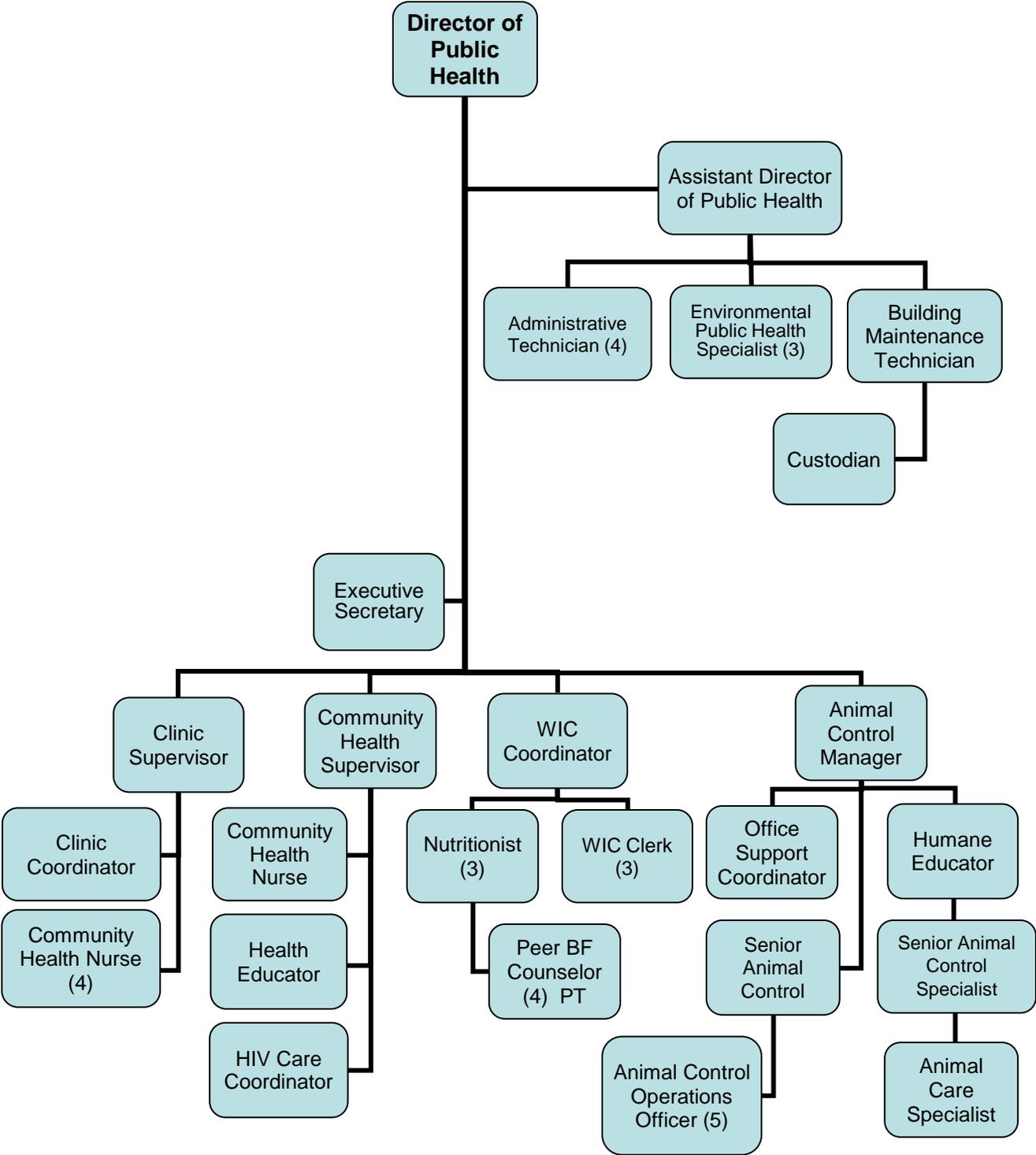
Revenue Sources:

Other Revenue
Grants
Other General Fund

Total

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
133,040	136,552	136,552	136,078
76,024	92,066	92,066	91,754
2,996	1,000	2,700	2,700
7,532	12,035	12,035	33,955
219,591	241,653	243,353	264,487
1,200	0	500	0
0	0	1,200	0
218,391	241,653	241,653	264,487
219,591	241,653	243,353	264,487

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.
- Mental Health First Aid class was held for MWSU's Public Safety Police Academy and Central High School teachers.
- Celebrated Public Health Week with several different community involved events and outings.
- Hosted the annual all-staff retreat at Fairview Golf Course with a focus on customer service.
- Emergency evacuation plans were posted throughout the building. Offices and rooms were also numbered for easy identification, especially for emergency personnel.
- Staff serve on various boards such as, but not limited to Angels Home Health Board, Family Guidance Center, St. Joseph Safety and Health Council and the United Way and many more committees such as Bicycle Across Missouri Preparedness and Planning Committee, Buchanan County Community Organizations Active in Disaster, Crisis Intervention Team Council of Northwest Missouri, Drug Free Community Coalition, Local Emergency Planning Committee, and Mosaic Life Care Ethics Committee.

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.
- 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.
- HEALTH remains active after receiving a Community Connect grant from Mosaic Life Care with the Social Welfare Board as the lead agency.

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

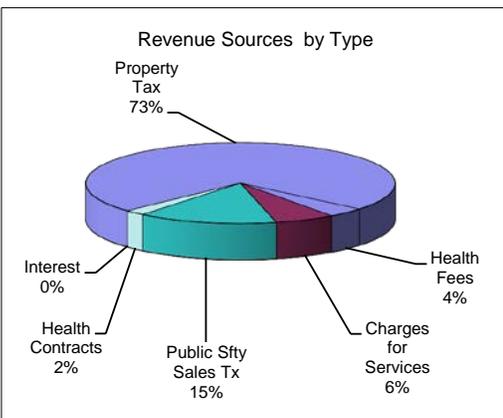
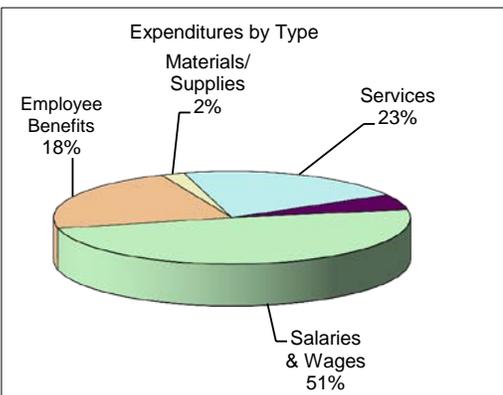
Provides administrative services and management support to all health programs through planning, evaluation, budgeting, coordination, vital records management, facility maintenance and issue monitoring and response. Ensures enforcement of State and City laws relating to public health and sanitation for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

2016-17	2017-18		2018-19
	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
1	1	1	1
1	1	1	1
10	10	10	10

Operating Budget Summary



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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
391,555	445,092	445,092	456,810
146,739	201,205	203,818	207,626
25,197	14,400	22,969	19,800
205,474	201,565	233,170	196,726
42,181	50,500	50,500	50,500
811,146	912,762	955,549	931,462
147,938	130,050	130,050	130,050
257,704	213,090	225,403	209,122
187,582	444,693	444,693	485,771
72,024	71,958	71,958	72,000
10	20	20	20
2,444,897	2,435,079	2,441,979	2,441,046
9,806	0	0	0
(2,308,816)	(2,382,128)	(2,358,554)	(2,406,547)
811,146	912,762	955,549	931,462

PUBLIC SAFETY - HEALTH

Program 6795

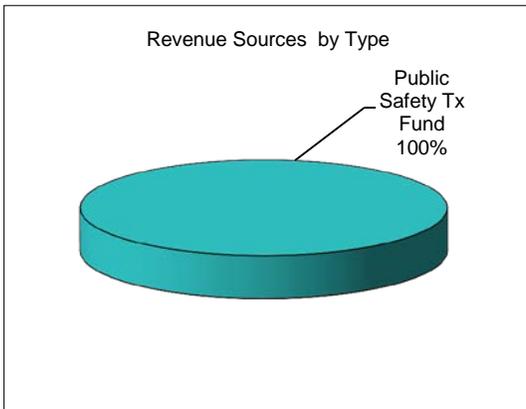
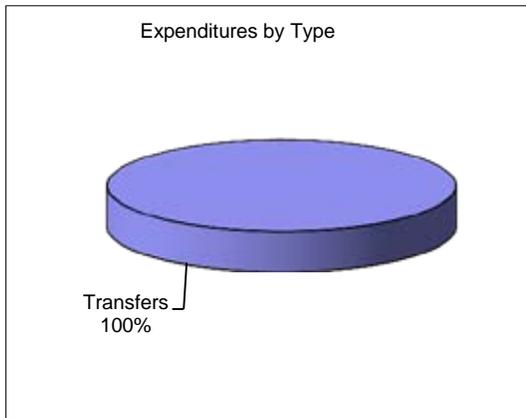
Program Description

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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Transfers	187,582	444,693	444,693	485,771
Total	187,582	444,693	444,693	485,771
Revenue Sources:				
Public Safety Tx Fund	187,582	444,693	444,693	485,771
Total	187,582	444,693	444,693	485,771

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 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 and venipunctures 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 \$480,139.00 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.
- VaxCare continues to allow for access to immunization for those with insurance. Staff gave vaccinations to 210 insured adults and 109 insured children.
- The clinic was restructured to allow the addition of one grant funded part time nurse to focus on lead education.
- Staff managed several LTBI and TB clients with Daily Observation Therapy.
- CPR/AED and first aid classes are offered to the general public on a monthly basis. BLS CPR/AED classes for health care professionals are offered on an as requested basis. 26 classes were offered in 2017 with 103 participants.
- The Lead Health Educator and Lead Case Manager tested 106 children for lead levels at five (5) daycares over two (2) days.

Budget Challenges/Planned Initiatives

- There is 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 have proven 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 health department will initiate a pilot program of Baby Boxes to introduce education as well as tangible resources to reduce SIDS as well as other sleep related deaths (i.e. overlay).

Performance Statistics

- Children and adults immunized: 2,079
- Immunizations given: 3,785
- Tuberculin skin test screenings: 284
- LTBI and active TB medications given: 113
- Communicable disease investigation and follow-up: 595
- Pregnancy tests and proof of pregnancy: 357
- Prenatal case management contacts (office/mail/phone calls): 1,226
- Temporary Medicaid assistance forms issued: 313
- Childhood lead screenings (fingersticks/venous draws): 115
- Childhood lead case management (new and discharged): 67

CLINIC SERVICES

Program 6710

Program Description

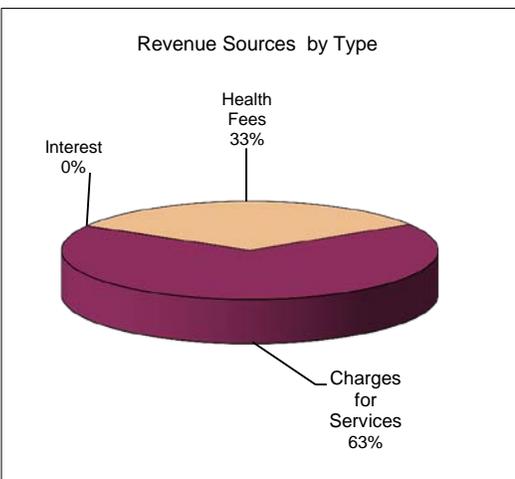
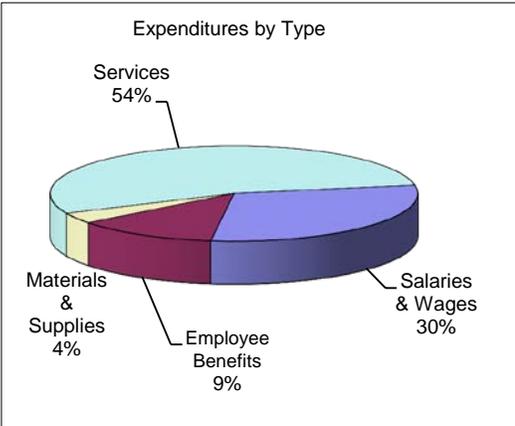
To provide the citizens of the City of St. Joseph and Buchanan County with health care programs promoting prevention activities such as immunizations, health education, maternal and child care, pregnancy testing, etc. Staff work collaboratively with other agencies to establish a local area health care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

Staffing Detail

Clinic Supervisor
 Clinic Coordinator
 Community Health Nurse

2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
0	0	0	1
4	5	5	3
5	6	6	5

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Total

Revenue Sources:

Health Fees
 Charges for Services
 Interest
 Other Revenue
 Public Sfty Sales Tx
 Health -Prop Tx
 General Fund - Other

Total

2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual
274,861	311,100	375,935	325,635
85,038	127,012	154,085	136,220
25,579	30,793	52,602	39,908
573,971	582,980	604,069	590,883
959,449	1,051,884	1,186,690	1,092,645
51,510	58,600	58,600	53,500
65,042	106,780	241,586	109,327
220	150	150	150
111	0	0	0
0	0	0	0
0	0	0	0
842,566	886,354	886,354	929,668
959,449	1,051,884	1,186,690	1,092,645

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

- STI (Sexually Transmitted Infections) Clinic
- Hepatitis A&B vaccinations (TwinRix)
- Transit disability certifications/RIDE.
- Health Education & Outreach
- HIV Case Management

Current Year Activities/Achievements

- Counseling, testing and referral services for HIV, STI's, TwinRix immunizations and rapid Hepatitis C are offered M-F.
- Rapid HIV and Hepatitis C testing was offered in the community for PRIDE 2017, HIV National Test Day, World Aids Day. Free testing was also offered at Price Chopper, MWSU, Preferred Family Health Care, Community Missions, NWMSU, St. Joe Metro Treatment Center, Open Door Food Kitchen, Project Homeless Connect, Bi-National Health Fair and the Health Department.
- HIV Case Management is a voluntary program for persons living with HIV in NWMO. Consumers are linked to medical care, insurance, medications, health education 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. In 2017 5 infants in Northwest Missouri are HIV negative due to HIV care and education.
- Transit Disability applications and certifications are processed for consumers of RIDE.
- Health Educators work with community and City partners to create a built environment to promote healthy lifestyles and reduce chronic illnesses associated with diet and exercise.
- HIV/STI/Hep C prevention classes, Diabetes Chronic Disease Management Classes, Chronic Disease Management Classes and Bicycle Safety classed were offered to the public free of charge in 2017.
- Staff participated in 99 coalition and/or community meetings.
- Condoms were distributed to various agencies, business and universities per the National Strategic Plan.
- Stock Healthy Shop Healthy location supported by City of St. Joseph Health Department at a local downtown grocer in an established food desert area.
- Bike share program ribbon cutting and program opening.

Budget Challenges/Planned Initiatives

- Five thousand dollar budget cut to HIV prevention grant with possible budget cuts in 2019.
- No funding in 2018 for community gardening.
- Increase in Syphilis from 3 cases in 2016 to 7 cases in 2017.
- Bike share program will need continued support from community partners.
- Uncertain funding for all community health services with new tax law.

Performance Statistics

- 479 HIV/STI office visits
- 792 HIV/HEP C rapid tests administered
- 15 TwinRix immunizations administered
- 739 contacts with HIV case management consumers (average case load 64 consumers)
- 109 transit disability certifications processed
- 14,121 citizens attended community health fairs, educational programs, health promotion programs and St Joe Fit
- 30 condom distribution visits were made

COMMUNITY HEALTH SERVICES

Program 6720

Program Description

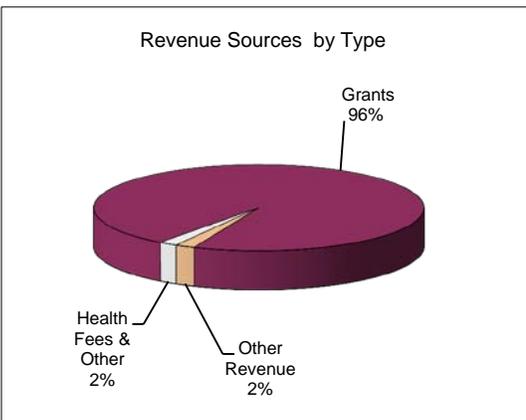
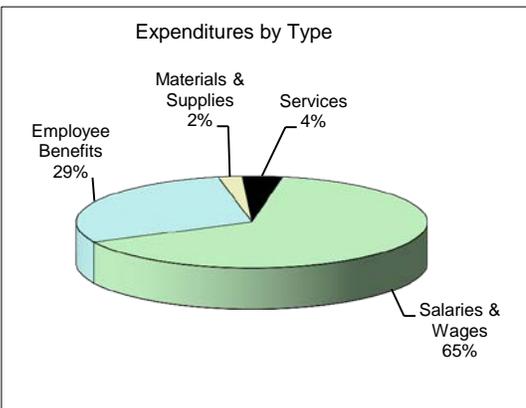
Staff works to prevent and control the spread of HIV/STD infections and to provide services and outreach to support those infected within northwest Missouri. They work with the network of community groups, agencies and providers to coordinate services for clients infected with HIV as well as to educate 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 Svcs Supervisor

2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
2	1	1	1
1	1	1	1
1	2	2	1
5	5	5	4

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Total

Revenue Sources:

Health Fees & Other
 Grants
 Other Revenue
 General Fund - Other

Total

2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual Budget
247,693	260,534	260,534	203,991
82,424	108,736	110,736	91,814
52,336	8,100	28,326	6,900
8,459	11,450	13,450	11,450
390,912	388,820	413,046	314,155
3,566	2,800	2,800	2,800
179,493	210,553	196,835	149,482
5,461	4,000	4,000	3,000
202,392	171,467	209,411	158,873
390,912	388,820	413,046	314,155

WIC

Mission

The Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) was established to provide supplemental foods, nutrition education, and referrals at no cost to eligible persons. The program serves as 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 of the participants.

Core Services

- Provides a link to the Missouri WIC program as one of their 111 contracted agencies. The potential clients go through a certification process. If qualified financially and with a medical health risk the program will provide food, nutrition and breastfeeding education services during the certification period. There are 242 operating WIC clinics throughout the State of Missouri.
- Check benefits can be redeemed at any of the 680 participating retailers across Missouri.
- Provides evaluation tools to identify the nutritional program risks and income eligibility of potential eligible clients.
- Provides the community with a nutrition intervention program that helps educate on healthy eating, obesity and related diseases that affect nutritional status.
- Provides nutritional foods and special medical dietary supplements during critical times of growth and development for pregnant women, breastfeeding women and non-breastfeeding women, newborns to eleven months of age and children from one to five years of age.
- Provides nutrition and breastfeeding education in an effort to educate families about good health and nutrition practices.
- Nutrition and breastfeeding education is provided through one on one counseling. Breastfeeding classes are provided to prenatal clients on various topics through the certification. WIChealth.org is a nutrition education website that provides an alternative form of nutrition education for the program.
- Provides anthropometric measurements, hematological data and specific dental criteria for the WIC participant as a base reference to help guide them in improving their quality of life.
- Provides a dietary assessment for each client to help set nutritional goals. In setting the goal, the SMART program is used: S=Specific, M=Measurable, A=Attainable/Achievable, R= Realistic, T=Time Bound.
- Provides a link to community referrals.

Current Year Activities/Achievements

- Promoting the benefits of the WIChealth.org nutrition program.
- Further the BFPCs knowledge and the ability to support our clients by participating in the Breastfeeding Support Group at
- Providing a Breast Feeding Peer Counselor (BFPC) after business hours call line from 7:00 a.m. - 9:00 p.m. daily.
- BFPC are members of the Missouri State BFPC Task Force and Missouri Breastfeeding Coalition.
- The WIC Coordinator is a representative on the Community Action Partnership Health Advisory Committee, partnering with other community leaders to develop strategies to provide cohesive services for the community.
- Operating a satellite clinic at the Mosaic Life Care Hospital Obstetrics Unit to expand our services for the community, which provides a certification service and foods for infants and postpartum women, who may or may not have participated in any of the state WIC program.
- Promoting the Breastfeeding Friendly Worksite Program for community businesses.
- Raise community awareness for perinatal depression and participate in the Perinatal and PPP Task Force.
- Use various forms of social media to promote the WIC program.
- Received the Gold WIC Loving Support Award of Excellence for Exemplary Breastfeeding Support and Practices on 7/29/2016, for a period of 3 years.

Budget Challenges/Planned Initiatives

- Maintaining the current caseload of 1,892 participants per month.
- Increase the number of women who initiate breastfeeding and increase their duration breastfeeding.
- Incorporate new and innovative nutrition ideas that will help us deliver the nutrition portion of our program more efficiently.
- Begin screening prenatal participants for depression, using the PHQ-2 Health Questionnaire to help improve health outcomes.
- Promote the WIC program through developing a networking system with various services and physicians in the community.

Performance Statistics

- Yearly checks issued \$2,302,384.
- There were 22,752 program participants for 2017.
- 2,518 participating clients spoke Spanish as their primary language.
- Celebrated 2 Breastfeeding Friendly Businesses making a total of 16 businesses in Buchanan County receiving the recognition since the programs inception in the St. Joseph area.
- The number of infants ever breastfed increased by 1.3%.
- The number of infants breastfed thru their first six months of life increased by 0.3%

WIC

Program 6780

Program Description

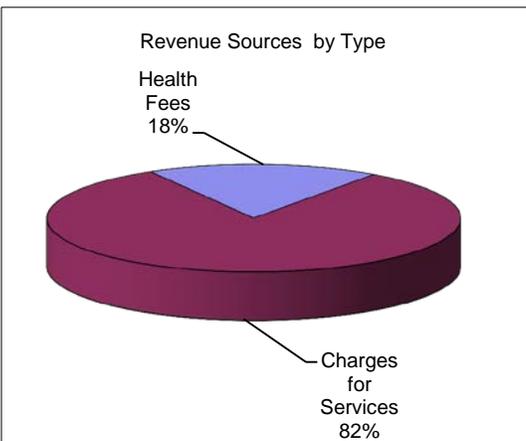
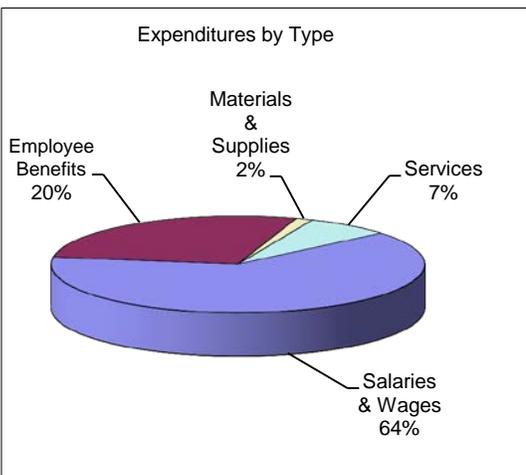
The program promotes the health of low-income women, infants and children (WIC) through a federally funded nutrition education and food provision program with integration and coordination from other programs. All clients must meet income guidelines and have a qualifying medical condition for program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

Staffing Detail

Senior Nutritionist
 WIC Coordinator
 Nutritionist
 WIC Clerk
 BFPC Funded Temps

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	0
0	0	0	1
3	3	3	3
3	3	3	3
1.07	1.07	1.07	1.07
8.07	8.07	8.07	8.07

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services
 Capital Outlay

Total

Revenue Sources:

Health Fees
 Charges for Services
 Other Revenue
 General Fund - Other

Total

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
322,406	323,190	323,190	314,153
97,971	134,628	134,628	137,244
7,533	7,930	7,930	7,230
27,970	33,488	33,488	36,353
0	0	0	0
455,881	499,236	499,236	494,980
87,110	80,000	80,000	80,000
284,028	332,696	332,696	359,592
64	0	0	0
84,679	86,540	86,540	55,388
455,881	499,236	499,236	494,980

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 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 codes 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 Smokefree 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 handler's trainings available each month in a basic and advanced course version.
- EPHS staff completed the first full year of childcare inspections within Buchanan County on September 30, 2017

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): 1,909 (25 temporary events resulted in 628 temporary event unit inspections)
- Total number of other inspections & contacts (pre-opening walk-thru, plan review final inspections, educational visits, etc.): 328
- Total number of lodging inspections (routine, follow-up and complaint): 25 (7 of these were responses to complaints; a 12.5% reduction from 2016; The newest lodging establishment in town, the Fairfield Inn, was completed and open for business in in August 2017, just in time to accommodate visitors in St. Joseph for the Total Solar Eclipse on August 21, 2017.
- Total number of public & semi-private pools & spas inspected (routine, follow-up and complaint): 38. Both the Fairfield Inn and Genesis Health Club added new swimming pool and spa facilities to St. Joseph in 2017. There were no fatal accident investigations completed.
- Total number of OWTS (septic system) permitted: 15. Total number of site visits completed during construction/installations: 23
- Total number of complaint investigations (surfacing sewage/illegal installation): 11
- Total number of tattoo artists licensed: 17. Total number of tattoo establishments inspected and licensed: 6
- Total number of investigations for complaints of indoor smoking: 10
- Total number of food handler courses taught: 15 (10 basic courses; 5 advanced). Total number of food handler participants educated: 272 (236 basic level; 36 advanced level)
- Total number of childcare sanitation inspections completed (routine, follow-up): 48

ENVIRONMENTAL HEALTH & FOOD SAFETY

Program 6920

Program Description

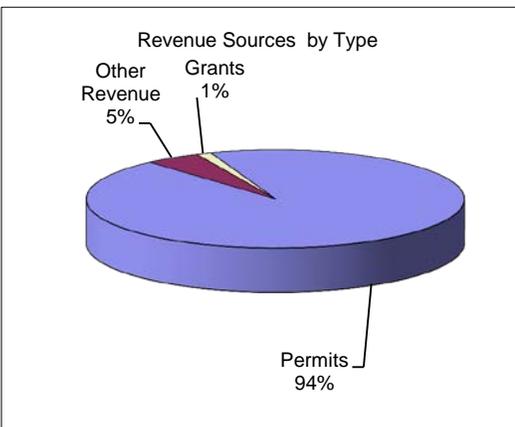
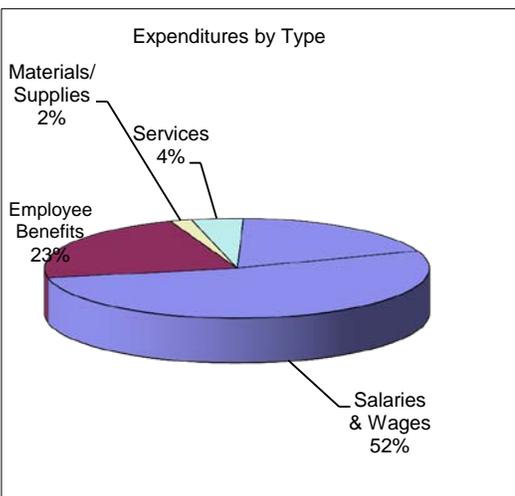
Environmental specialists ensure that all food, drink, lodging and childcare establishments and swimming pools meet environmental and safety codes through aggressive inspection programs, in order to safeguard public health and safety. Environmental health issues such as noxious odor complaints, Missouri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

Staffing Detail

Environmental Public Hlth Specialist

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
3	3	3	3
3	3	3	3

Operating Budget Summary



Expenditures:

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

Total

Revenue Sources:

Permits
 Other Revenue
 Grants
 Charges for Services
 General Fund - Other

Total

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
141,815	144,738	144,738	148,364
44,476	61,807	61,807	63,753
4,930	5,100	7,425	5,100
16,234	12,310	12,310	12,310
0	0	0	0
0	0	0	53,500
207,455	223,955	226,280	283,027
99,868	96,860	96,860	95,060
6,151	4,500	4,500	4,800
4,845	7,780	10,105	1,300
27	0	0	0
96,565	114,815	114,815	181,867
207,455	223,955	226,280	283,027

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 are 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 six (6) 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 Howlapalooza 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.
- 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.
- Implemented puppy and dog obedience courses offered at a discount for dogs adopted from the shelter.
- Partnered with Friends of the Animal Shelter to publish a newsletter.
- Support the Friends of the Animal Shelter with their capital campaign for a new shelter.

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.
- To meet staff training needs with minimal effect on the budget.
- To increase volunteer cooperation by becoming further involved in their training.
- To offer dog sheltering education and resources to the public.
- To add a Senior Animal Care Specialist to focus on shelter care and inventory programs and allow the Humane Educator to focus on outreach.

Performance Statistics

- Total number of dogs received: 1,868; 734 of which were strays. 1,141 impounded dogs were adopted, redeemed or placed at a rescue.
- Total number of cats received: 1,586; 998 of which were strays. 692 impounded cats were adopted, redeemed or placed at a rescue.
- Total number of complaints investigated: 7,222 Total number of citations issued: 1174 or 16%
- Total number of public education programs: 194
- Total number participants at the annual rabies clinics: 833
- Total number of rabies specimens submitted to the lab.: 87; 1 confirmed positive for rabies virus
- Total number of animal licenses sold: 7,972
- Total number of dog park memberships sold: 611
- Total microchips sold: 1,549
- Total volunteer hours contributed: 2,847

ANIMAL CONTROL & RESCUE

Program 6930

Program Description

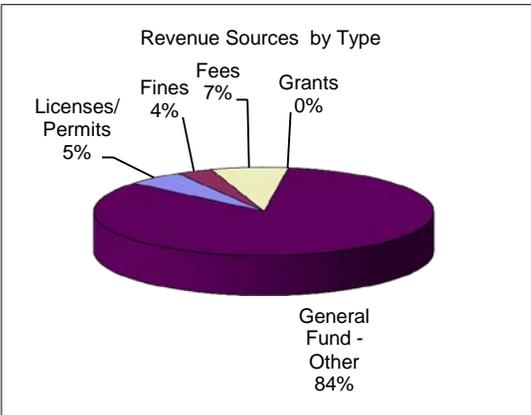
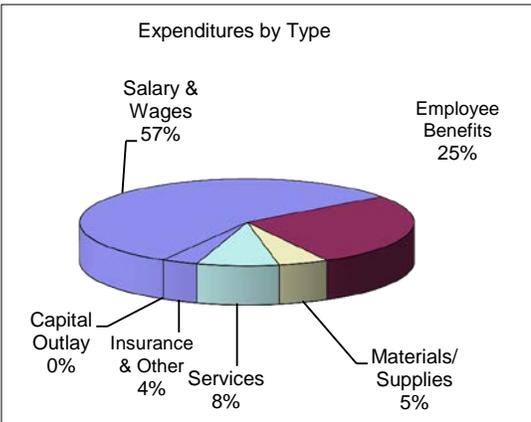
Animal Control officers provide protection for all animals against inhumane treatment and protect the public from diseased and vicious animals through education and complaint investigation. Staff operate the City's animal shelter

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

2016-17	2017-18		2018-19
	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



Expenditures:

- Salary & Wages
- Employee Benefits
- Materials/Supplies
- Services
- Insurance & Other
- Capital Outlay

Total

Revenue Sources:

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

Total

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
486,536	508,106	508,106	535,044
173,940	240,624	240,624	257,268
39,686	52,514	52,514	45,950
65,097	65,611	70,000	74,906
27,763	32,850	32,850	32,850
0	27,000	27,000	0
793,021	926,704	931,093	946,018
51,005	53,700	53,700	50,600
29,767	32,000	32,000	32,000
70,872	67,740	67,740	68,240
14,113	13,900	23,900	13,900
627,265	759,364	753,753	781,278
793,021	926,704	931,093	946,018

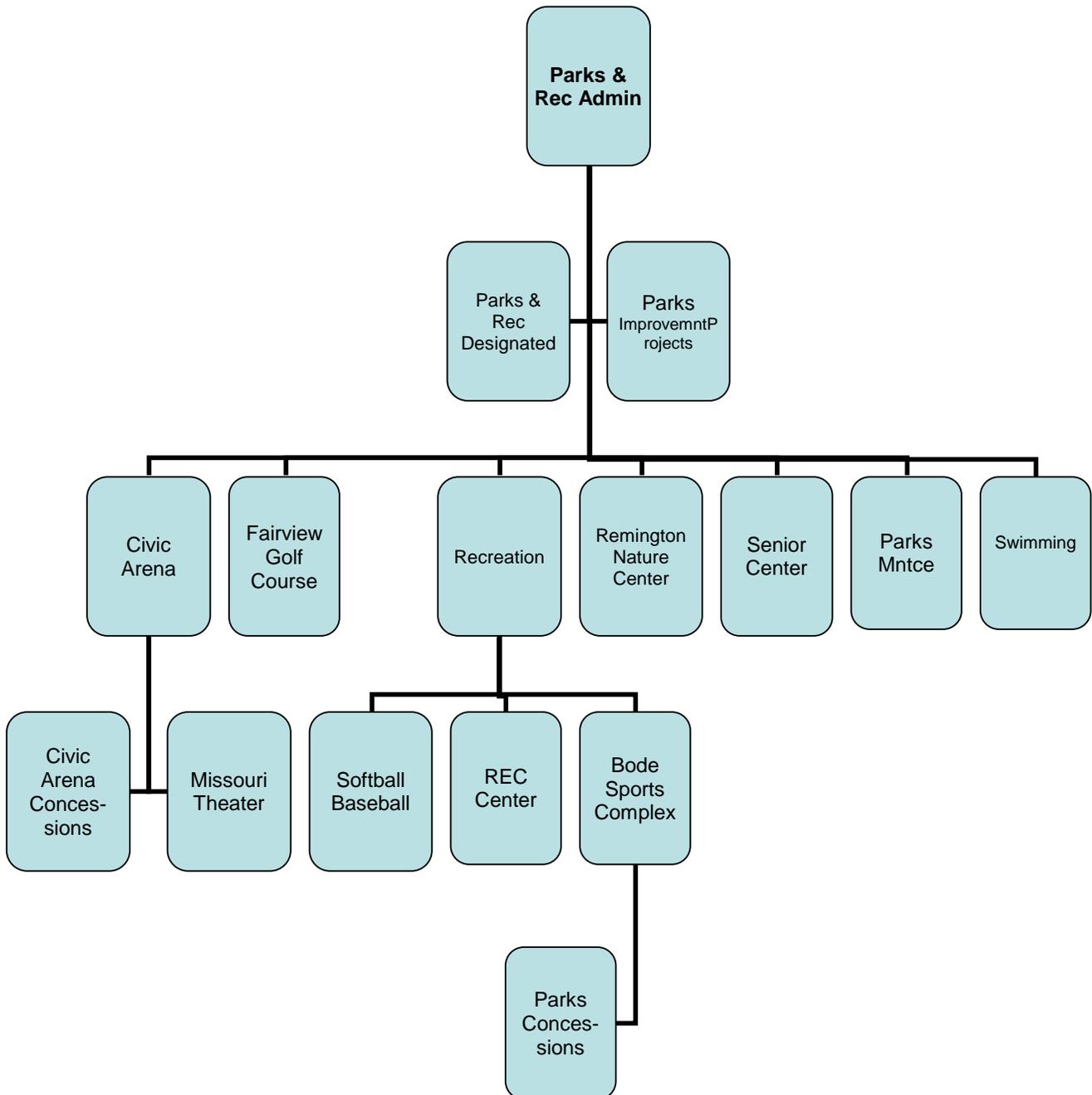
PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT

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.

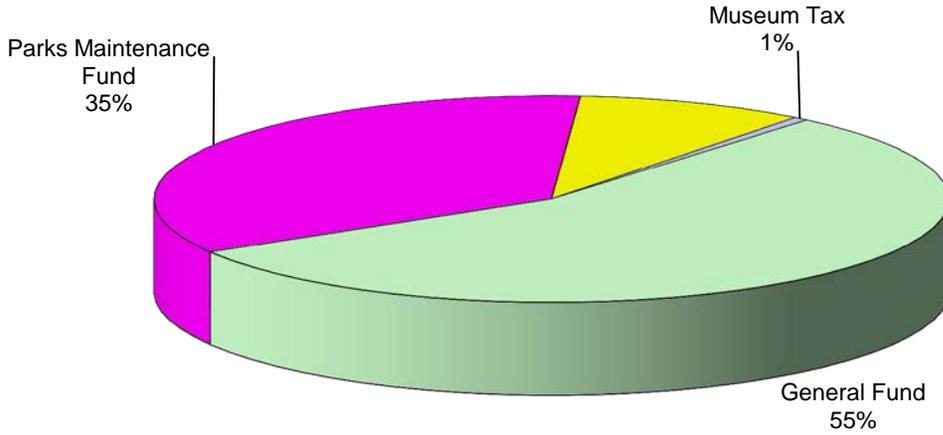
Besides general fund revenues, the department is supported by revenues derived from a twenty cent (\$.20) property tax levy, a special parks maintenance property tax levy of fifty cents (\$.50) per \$100 assessed valuation on land only, donations, user fees, concession sales, grants and a 3% hotel/motel 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: \$ 8,279,665

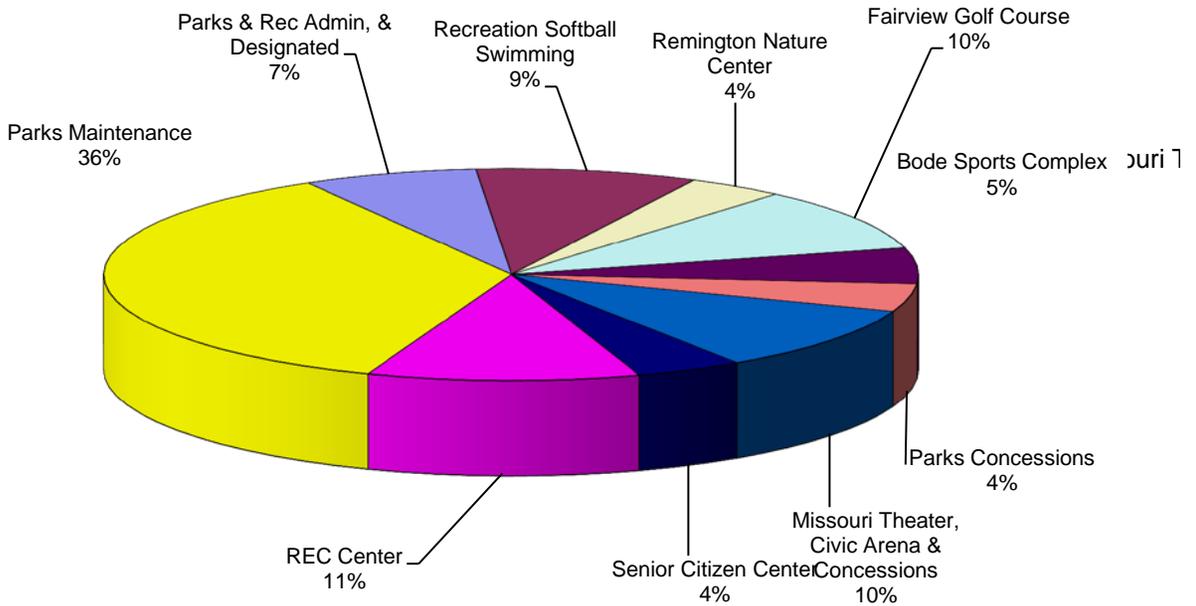
PLANNED USE BY PROGRAM:



PARKS & RECREATION DEPARTMENT SOURCES & USES



FUNDING SOURCES



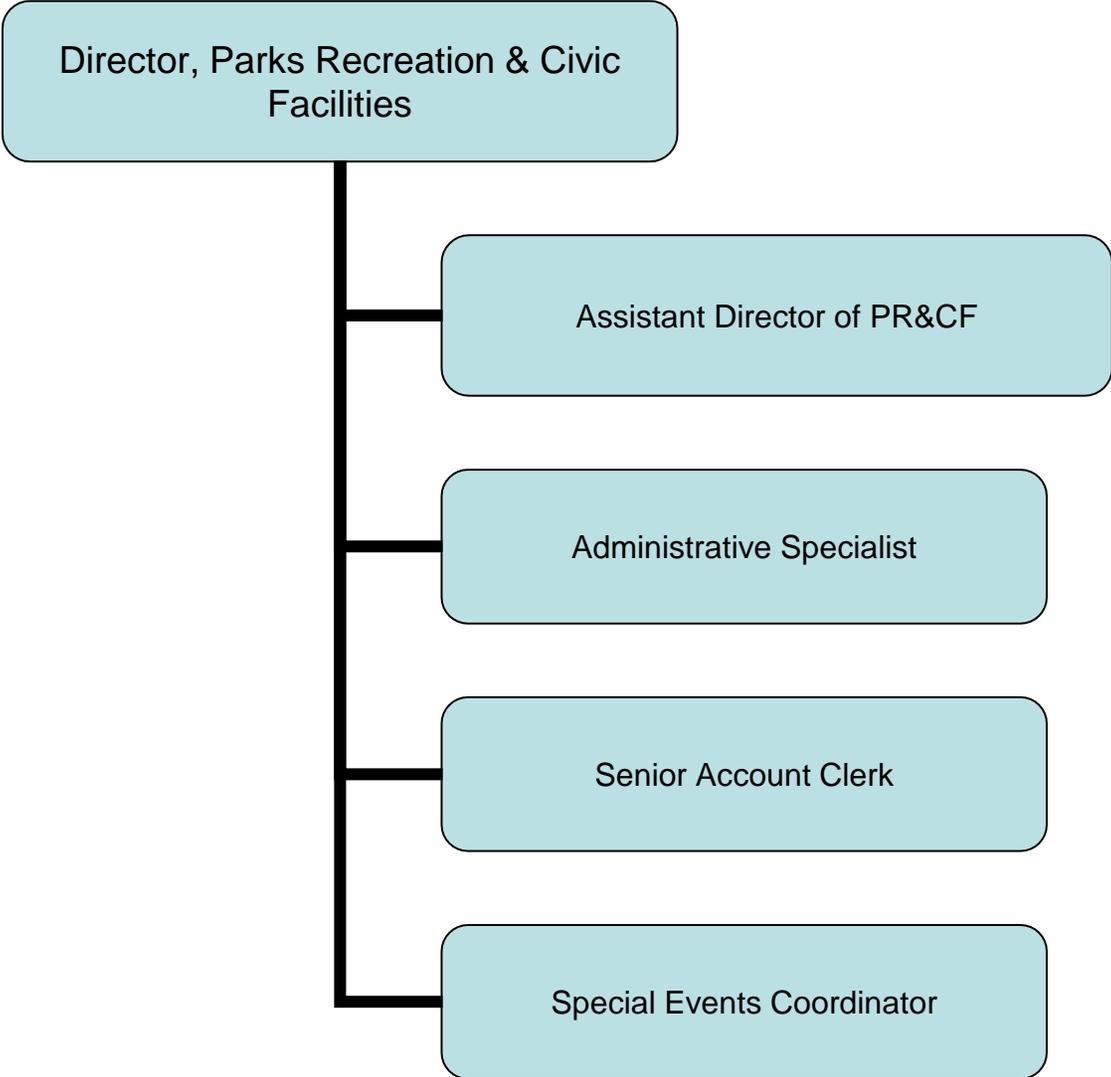
PROGRAM USES

PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT SUMMARY

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages	3,228,298	3,431,716	3,440,161	3,526,628
Payroll Expenses & Benefits	895,566	1,127,016	1,131,071	1,216,953
Materials & Supplies	876,837	900,445	904,445	869,845
Utilities & Other Contracted Services	1,896,782	1,943,342	1,997,253	2,101,229
Insurance/Claims/Other/Transfers	117,669	107,659	107,659	334,010
Capital Outlay/Lease Payment Debt	584,990	763,971	763,971	231,000
	<u>7,600,142</u>	<u>8,274,150</u>	<u>8,344,561</u>	<u>8,279,665</u>
USES BY PROGRAM				
Parks, Recreation & Civic Facilities Admin	483,580	527,947	629,993	826,887
Recreation	109,507	165,127	166,232	0
Softball/Baseball	205,473	250,275	250,275	232,244
Swimming	431,871	477,384	477,384	471,487
Remington Nature Center	295,388	291,603	352,111	308,749
Senior Citizen Center	292,118	297,776	310,276	339,521
REC Center	580,294	755,193	732,703	862,683
Fairview Golf Course	844,575	794,635	794,435	764,221
Golf Course CIP	144,714	0	0	9,052
Bode Sports Complex	466,134	455,372	464,360	436,529
Parks Concessions	357,281	334,655	334,655	340,858
Parks Designated Expenses	8,456	71,871	81,871	11,610
Parks Maintenance	2,648,288	2,972,934	2,972,934	2,875,248
Civic Arena & Civic Concessions	614,706	726,038	726,038	637,072
Missouri Theater	117,757	171,339	171,339	163,503
	<u>7,600,142</u>	<u>8,292,150</u>	<u>8,464,607</u>	<u>8,279,665</u>
FUNDING SOURCES				
General Fund	5,796,534	6,641,134	6,628,716	4,571,444
Parks Maintenance Fund	924,758	808,782	919,752	2,875,248
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	773,273
	<u>7,600,142</u>	<u>8,292,150</u>	<u>8,464,607</u>	<u>8,279,665</u>
STAFFING SUMMARY (Full & PT Regular)				
Parks, Recreation & Civic Facilities Admin	4	5	5	5
Recreation	1	1	1	0
Softball/Baseball	1	1	1	1
Swimming	1	1	1	1
Remington Nature Center	4.075	4.300	4.300	4.675
Senior Citizen Center	3	3	3	3
REC Center (4 FT, remainder are PT positions)	11.68	11.95	11.95	11.95
Fairview Golf Course	7.25	7.25	7.25	7.25
Bode Sports Complex	3.0	4.0	4.0	4.0
Parks Concessions (Temp only)	0	0	0	0
Parks Maintenance	24	24	24	25
Civic Arena & Civic Concessions	4	4	4	4
Missouri Theater	1	1	1	1
	<u>65.000</u>	<u>67.500</u>	<u>67.500</u>	<u>67.875</u>

*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

- Completed the department strategic plan
- Continue to apply for grants for various park improvement projects
- Completed Hyde Park baseball complex renovations on fields #1-5
- Continued relationships with community partnerships with community organizations, companies, and groups. These
- Request for Qualifications (RFQ) for design team selection for additional Hyde Park improvements. Team of Ellison
- Applied for and received \$250,000 Land & Water Conservation Matching Grant for Bartlett Park playground. Funds will be for a universally designed, inclusive playground and disc golf course along the parkway.
- Successful Community Assistance Program agreement with Missouri Department of Conservation, stocking of fish in Krug Park lagoon and Corby Pond. Many educational programs offered by MDC at Krug Park throughout the year.
- Analyzed and modified our existing Adopt-a-Park and Trail program.
- Increased communication to the public by utilizing on social media sites, Facebook, Twitter, Instagram, Pinterest, and Tumblr
- 0

Budget Challenges/Planned Initiatives

- Expansion of park infrastructure which adds maintenance and customer service
- Evaluate fee structure
- Evaluate facility use agreements, department wide
- Continue re-evaluating processes and programs to increase efficiency and provide better customer service
- Analyze possibilities of new amenities at Hyde Park to replace swimming pool
- Continue working with public works and engineering staff to complete renovations and road project near Northside Complex and Krug Park
- Work on additions and enhancements to recreation and leisure activity programming for the benefit of citizens and visitors.

Performance Statistics

PARKS & RECREATION ADMINISTRATION

Program 8330

Program Description

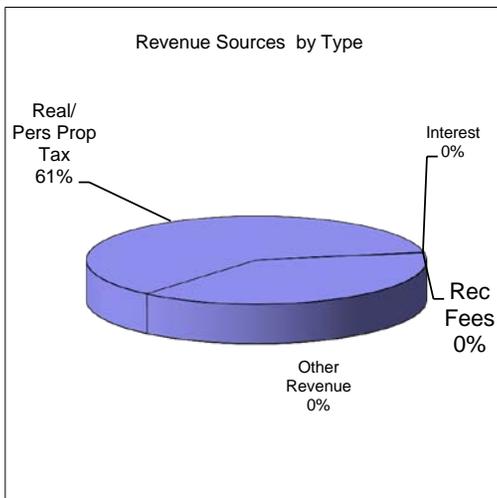
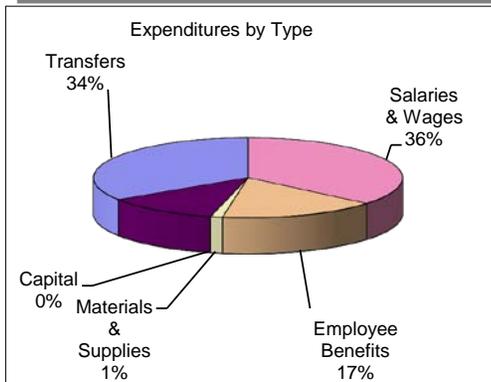
Administrative services and management support for Parks & Recreation programs are provided with the aim of offering a variety of quality of life experiences for the residents of St. Joseph and adding to the aesthetic appeal of the City. Staff also provide information to the public regarding department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

2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated 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:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	286,281	297,709	297,709	298,900
Employee Benefits	96,750	117,503	117,503	136,427
Materials & Supplies	7,517	7,000	7,000	10,300
Capitla Outlay	0	18,000	120,046	0
Services	93,032	87,735	87,735	98,060
Transfers	698,690	584,956	584,956	283,200
Total	1,182,270	1,112,904	1,214,950	826,887

Revenue Sources:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Real/ Pers Prop Tax	2,227,198	2,217,084	2,203,999	2,237,003
Rec Fees	0	0	0	8,500
Interest	12	100	100	100
Other Revenue	359	115	115	115
Interfund Transfer	0	1,848,511	0	0
General Fund-Other	(1,045,299)	(2,952,906)	(989,264)	(1,418,831)
Total	1,182,270	1,112,904	1,214,950	826,887

PARKS DESIGNATED FUNDS

Program 3180

Program Description

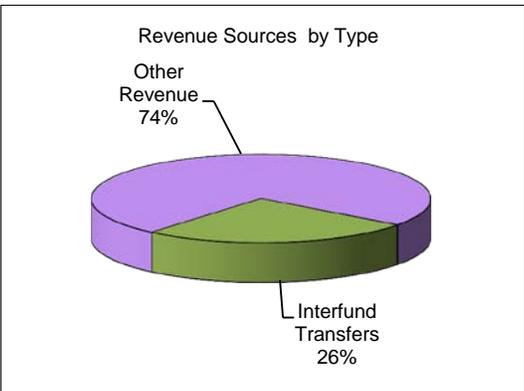
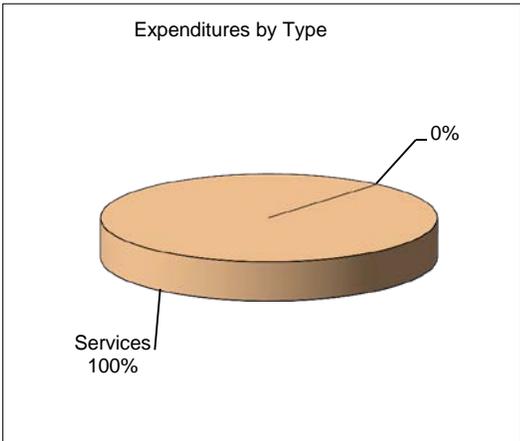
This program was established to help track expenditures and revenues related to grants and donations

Staffing Detail

N/A

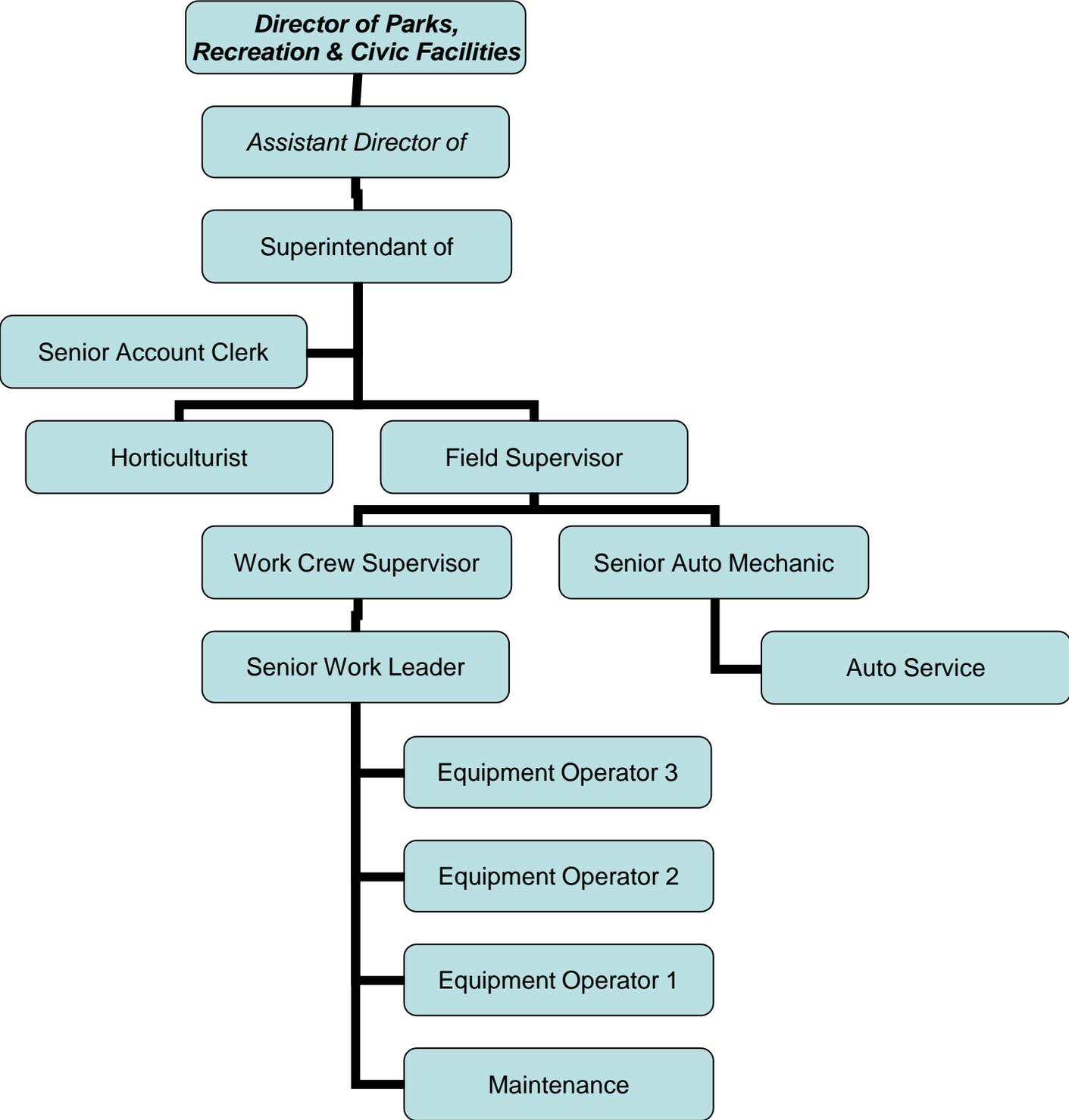
2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Materials & Supplies	979	7,010	17,010	7,010
Capital Improvement	0	60,261	60,261	0
Services	7,477	4,600	4,600	4,600
Total	8,456	71,871	81,871	11,610
Revenue Sources:				
Other Revenue	69,768	8,600	18,600	8,600
Interest	42	10	10	10
Interfund Transfers	(61,355)	63,261	63,261	3,000
Total	8,456	71,871	81,871	11,610

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.
- Clean-up of Downtown Riverfront park, which included the removal of the unsightly building that had served as riverboat offices and concession
- Purchased and implementation of a new fuel tracking system to monitor fuel usage and routine maintenance of the
- Maintenance and upgrades to Corby Dog Park "playground"

- Planned and participated in the planting of 100's of new trees throughout the parks, parkway, and boulevard system

- Replaced aging gazebo in the Krug Park rose garden

- Repaired and implemented preservation efforts to the Fort Smith replica cannons
- Collaborated with various community groups on a variety of community projects including a community garden.
- Seasonal placement and removal of the French Bottoms river dock.
- Removed and replaced damaged sidewalks along the perimeter of France Park.

Budget Challenges/Planned Initiatives

- Restoration and renovation of the Hyde Park Baseball Complex.
- Purchase and implementation of new radio communication system.
- Maintenance and upkeep of the newly added Corby Dog Park.
- Development of Phase 1 of the new Community Campus park including; construction of a new pavilion, hike-n-bike trails, exercise and fitness equipment.
- Maintenance and upkeep of aging rolling stock.
- Repair roof of the Carpenter Shop located at our maintenance facility.
- Restoration and/or Relocation of facilities affected by the Blakesnake Combined Sewer Overflow project.
- Installation of new unitary safety surface to the Hochman Park Playground.
- Maintain 9 day mowing cycle of the boulevard and park system.
- Continued upgrades to department vehicles and equipment used in the care and upkeep of the boulevard and parks system.

PARKS MAINTENANCE

Program 3090

Program Description

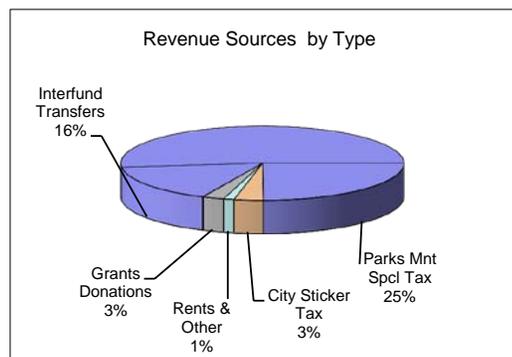
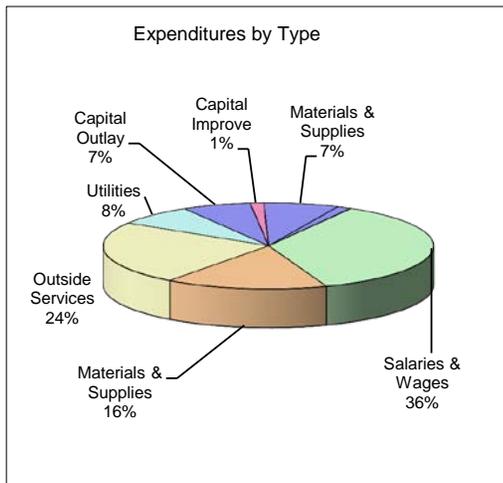
To enhance both the beauty of the park system and user enjoyment of the City's park facilities, staff maintains City parks, park buildings and equipment.

Staffing Detail

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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
2	2	2	3
1	1	1	1
1	1	1	1
1	1	1	1
7	7	7	7
2	2	2	2
3	3	3	3
4	4	4	1
1	1	1	4
1	1	1	1
24	24	24	25

Operating Budget Summary



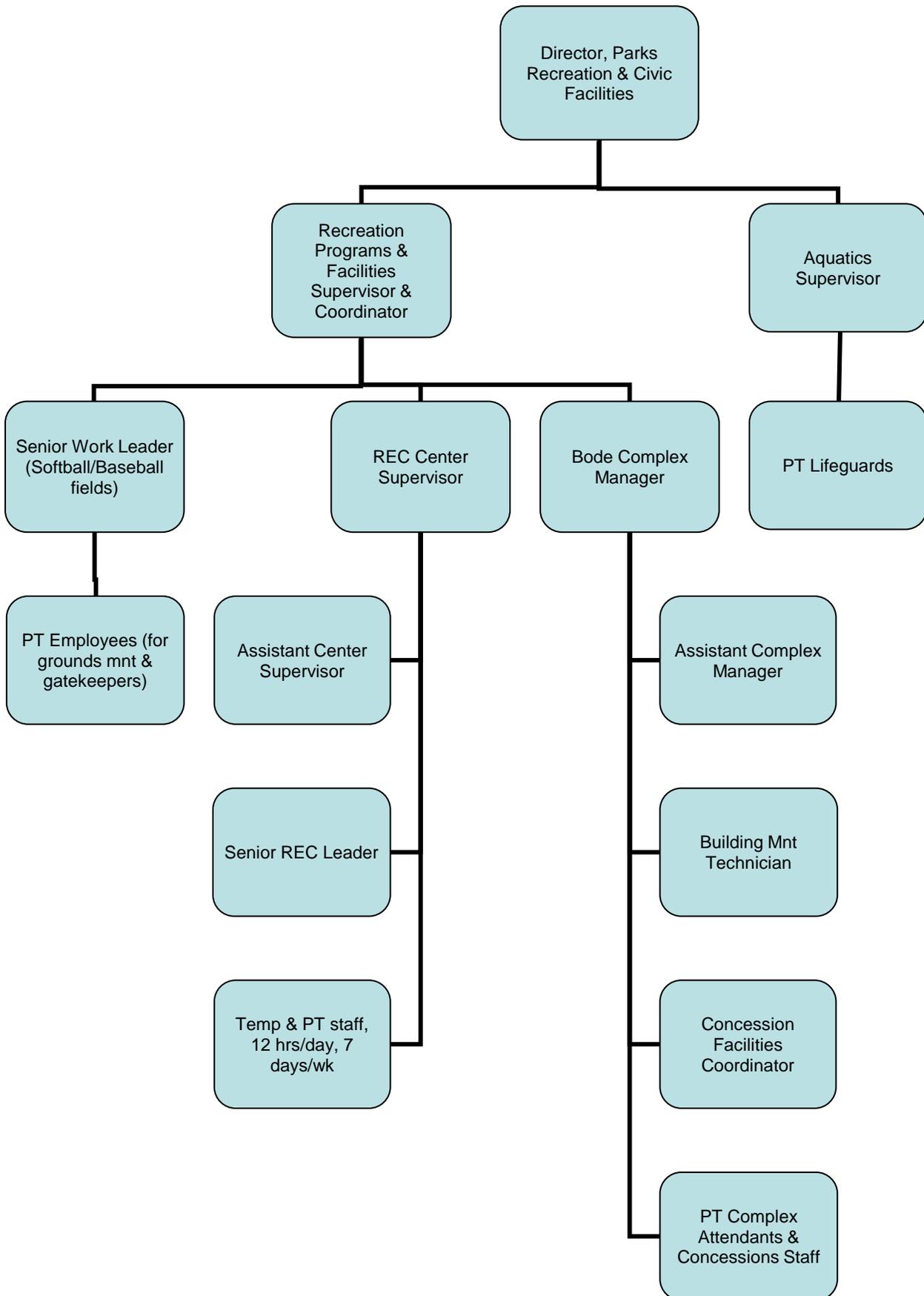
Expenditures:

	2016-17	2017-18		2018-19
	Actual	Adopted	Estimated	Budget
Salaries & Wages	964,726	1,007,212	1,007,212	1,034,485
Employee Benefits	330,929	449,677	449,677	455,433
Outside Services	722,633	655,395	655,395	681,620
Utilities	167,078	220,000	220,000	220,000
Capital Outlay	219,064	94,000	94,000	192,500
Capital Improve	72,019	347,000	347,000	38,500
Materials & Supplies	170,748	199,650	199,650	211,150
Transfers	0	0	0	39,560
Transfer Network	1,090	0	0	2,000
Total	2,648,288	2,972,934	2,972,934	2,875,248

Revenue Sources:

	2016-17	2017-18		2018-19
	Actual	Adopted	Estimated	Budget
Parks Mnt Spcl Tax	700,233	707,000	734,400	717,040
City Sticker Tax	95,533	95,000	95,000	95,000
Misc Rev	0	0	0	0
Rents & Other	33,278	34,450	34,450	34,450
Grants Donations	79,004	70,000	70,000	70,000
Interest	1,976	0	0	0
Other Revenue	9,490	0	0	2,000
Interfund Transfers	351,490	609,595	609,595	466,840
General Fund Other	1,377,284	1,491,339	1,429,489	1,489,918
Total	2,648,288	3,007,384	2,972,934	2,875,248

PARKS, RECREATION & CIVIC FACILITIES - RECREATION



Recreation Programs

Recreation, Softball/Baseball

Mission

To provide a variety of safe and enjoyable recreations activities to motivate youth to make positive choices and discourage at-risk behavior; to promote tourism through sports tournaments and competition; and to provide recreational activities for the adults in the community.

Core Services

- Administer the financial, operational budgets of the recreation and softball/baseball programs
- Provide assistant to user groups to facilitate youth sports programs
- Provide adult programs in fitness, softball, kickball, walking and running,
- Market and promote city facilities for use in local, state, regional and national tournaments and competitions
- Provide quality affordable facilities for high school athletics
- Provide athletic facilities and services for a variety of user groups
-

Current Year Activity/Achievements

- Hosted a MLB Pitch, Hit, & Run contest
- Facilitated St. Joe Fit, outdoor fitness program
- Assisted school district with grade school track meet
- Maintained 22 ball fields for use of departmental programs as well as in cooperation with several outside agencies
- Continued with youth tennis program at Noyes Tennis Complex
- Continued to operate RecConnect, a summer youth recreation camp, providing weekday, all day camp options
- Hosted ASA Coed Slow Pitch National Softball Tournament
- Hosted ASA Men's Slow Pitch Northern National softball tournaments

Budget Challenges/Planned Initiatives

- Merging of Recreation and REC Center budgets will create challenges in managing combined budgets
- Create new youth flag football program
- Work in cooperation with Missouri Department of Conservation to create children's fishing activities at Krug Lagoon
- Transition Parkway Run to an outside non-profit entity. Too much expense and staff time dedicated to this event
- Create new outdoor exercise event with a "Mud Run" type event in the fall of 2017

Performance Statistics

- Continued loss of adult softball teams, all of which are either women's or coed teams
- Decreased interest in Parkway Run. This decline seems to be related to number of similar events and no "charitable" mission

SOFTBALL/BASEBALL

Program 3020

Program Description

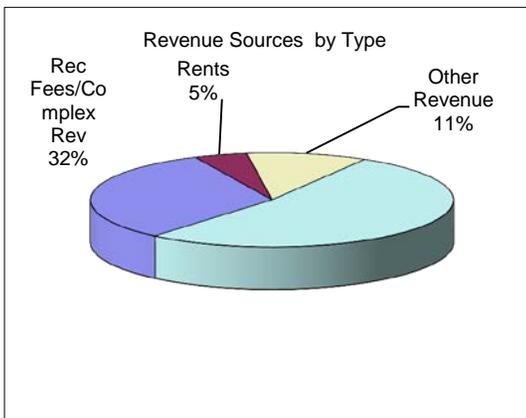
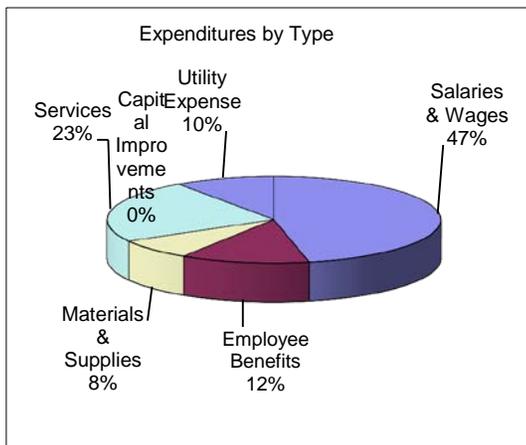
Provides a safe and enjoyable experience through the management and administration of the City's Spring and Fall Adult Softball programs and the City's 21 baseball and softball fields.

Staffing Detail

Senior Work Leader
PT Temporary Employees (Groundskeepers & Gatekeepers)

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

Operating Budget Summary



Expenditures:

Salaries & Wages
Employee Benefits
Materials & Supplies
Services
Capital Improvements
Utility Expense
Capital Outlay

Total

Revenue Sources:

Rec Fees/Complex Rev
Rents
Other Revenue
General Fund-Other

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
91,158	114,109	114,109	108,284
20,747	26,126	26,126	28,920
19,064	17,720	17,720	17,720
43,623	44,820	44,820	54,820
0	25,000	25,000	0
20,351	22,500	22,500	22,500
10,530	0	0	0
205,473	250,275	250,275	232,244
59,261	76,700	76,700	74,150
18,713	8,000	8,000	11,000
8,507	24,005	24,005	25,005
118,992	141,570	141,570	122,089
205,473	250,275	250,275	232,244

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, karate, and judo
- Summer youth recreation and sports camp
- Special event rentals
- Health and wellness initiatives including St. Joe Fit
- Host community events
-
-

Current Year Activity/Achievements

- Added new fitness class options
- Little Ballers youth basketball league continues to be one of the most popular programs
- Continued to summer youth sports and recreation camp
- Attended many health fairs and events
- Expanded pickle ball leagues and play by offering weekday time slots
- Upgraded cardio fitness equipment

Budget Challenges/Planned Initiatives

- Without option for 24 hour fitness, memberships continue to decline
- Continue challenges with meeting needs of variety of users
- Possible merging of budget with recreation and softball/baseball will require additional budget monitoring
- Possible creation of senior leagues, open gym time, and competitions to increase weekday use

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.

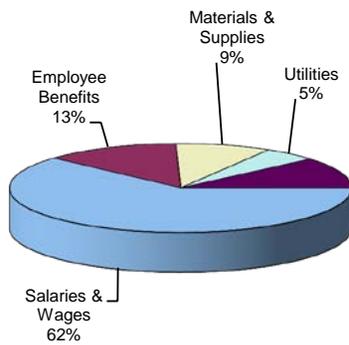
Staffing Detail

Recreation Center Manager
 Recreation Programs & Facilities Supervisor
 Assistant REC Center Manager
 Recreation Programs & Facilities Coordinator
 REC Activities Coordinator
 Custodian (3) @ 29 hrs/wk
 Receptionists (4) @ 29 hrs/wk
 Fitness Attendants (3) @ 25 hrs/wk
 Center has other Temp Fitness Instructors, Activity Room Attendants

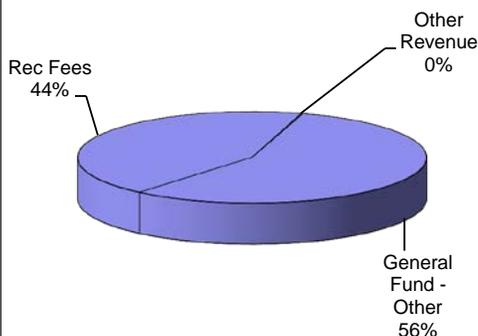
2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
0	1	1	1
2.175	2.175	2.175	2.175
3.625	2.9	2.9	2.900
1.875	1.875	1.875	1.875
11.675	11.95	11.95	11.950

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
Expenditures:			
Salaries & Wages	413,062	413,062	532,333
Employee Benefits	74,651	74,651	110,810
Materials & Supplies	69,200	63,200	77,920
Utilities	44,000	44,000	44,000
Services/ Claims	60,470	43,980	97,620
Capital	88,460	88,460	0
Capital Improvements	5,350	5,350	0
Total	755,193	732,703	862,683
Revenue Sources:			
Rec Fees	338,200	287,700	374,770
Other Revenue	1,000	1,000	1,150
General Fund - Other	415,993	444,003	486,763
Total	755,193	732,703	862,683

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

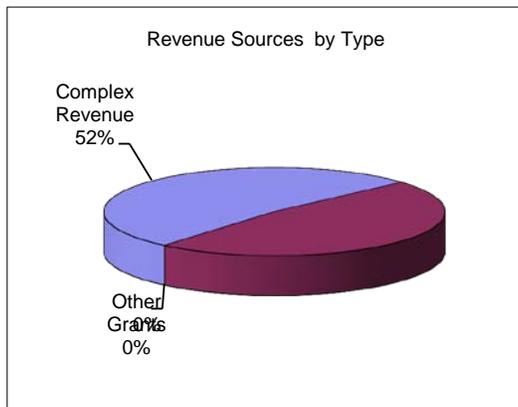
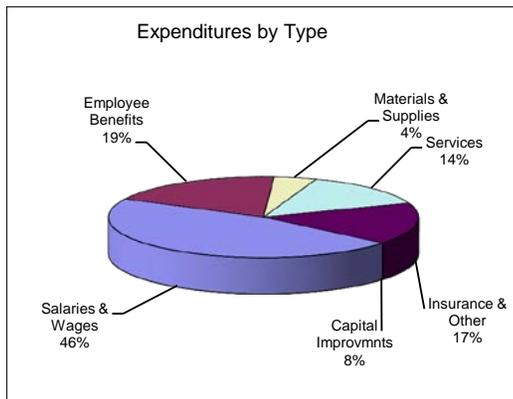
This program offers a quality facility that operates on a flexible schedule. The Complex is open 10 months a year for recreational skating, private parties, school groups, hockey and figure skating. Outdoor, in-line rink and basketball courts are open year round, weather permitting.

Staffing Detail

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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0	1	1	1
1	1	1	1
3	4	4	4

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	187,877	190,207	190,207	202,224
Employee Benefits	56,308	75,745	75,745	81,385
Materials & Supplies	24,601	19,200	19,200	19,300
Services	55,008	56,720	65,708	60,420
Insurance & Other	90,889	77,000	77,000	73,200
Capital Improvments	51,450	36,500	36,500	0
Total	466,134	455,372	464,360	436,529
Revenue Sources:				
Complex Revenue	228,554	202,000	202,000	227,000
Other Revenue	182,126	253,372	253,372	207,529
Misc Revenue	2,309	0	0	2,000
Other Grants	53,145	0	8,988	0
Total	466,134	455,372	464,360	436,529

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 12 concession areas within the Parks Concessions
- Changed the menus to offer more healthy options
- Operated concessions during the ASA 10U and 12U girl's northern national tournament
- Operated concessions during the Air National Guard National Softball Tournament
- Continued to recycle all cardboard from concessions - 3 large van loads per week

Budget Challenges/Planned Initiatives

- Implement the 'Eat Smart in the Parks' program throughout the Parks Concessions
- Continue to work with multiple vendors to achieve maximum profit potential
- Safety of employees continues to be a challenge in isolated concession areas
- Continue to monitor employee hours to fall within the federal guidelines
- Re-open Hyde Complex concessions with a larger, more diverse operation

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

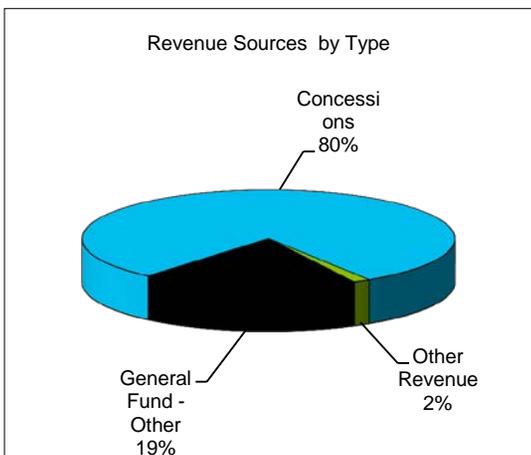
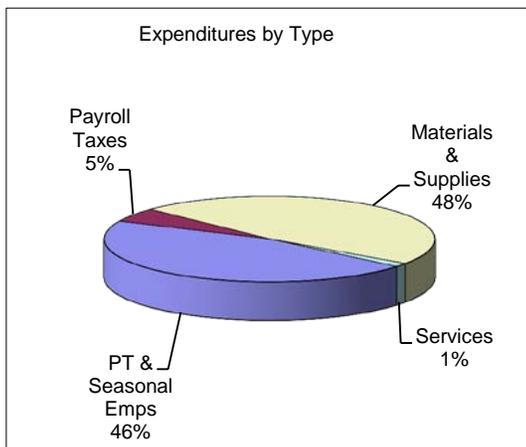
Part time concession staff only

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
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



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
PT & Seasonal Emps	161,958	155,788	155,788	155,788
Payroll Taxes	18,448	12,153	12,153	18,356
Materials & Supplies	154,681	161,995	161,995	161,995
Services	7,610	4,720	4,720	4,720
Capital	14,584	0	0	0
Total	357,281	334,655	334,655	340,858
Revenue Sources:				
Concessions	271,260	298,400	298,400	272,175
Other Revenue	7,589	4,500	4,500	5,000
General Fund - Other	78,432	31,755	31,755	63,683
Total	357,281	334,655	334,655	340,858

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
- Expanded programming at Krug Pool
- Cooperating with MWSU for operation and staffing of their indoor facility, year round
- Added swim team practice opportunities at Aquatic Park and MWSU
- Working on organizing a Master's swim program

Budget Challenges/Planned Initiatives

- Staffing expense continues to be a problem.
- 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

Performance Statistics

- Attendance increased by 4,100 at the aquatic park and Krug Pool, combined
- Attendance at the aquatic park increased by nearly 3,000 for the season
- Attendance at Krug pool increased by almost 1,100 for the season
- Increased by almost 100% in youth swim lesson participation from previous year

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

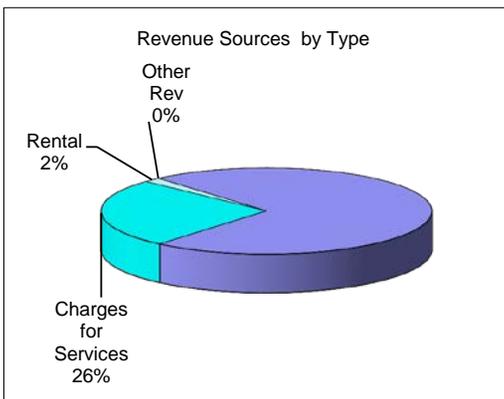
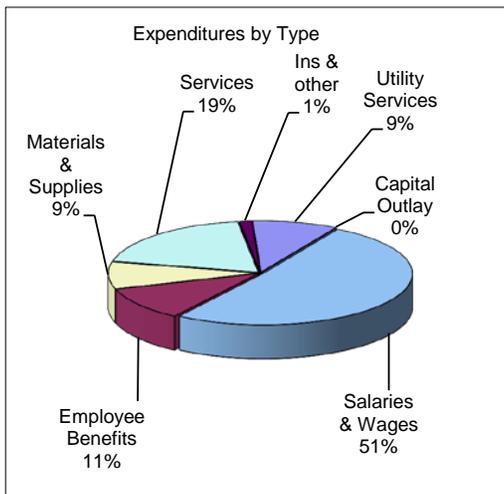
Aquatics/Recreation Supervisor
PT Temporary Employees

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
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



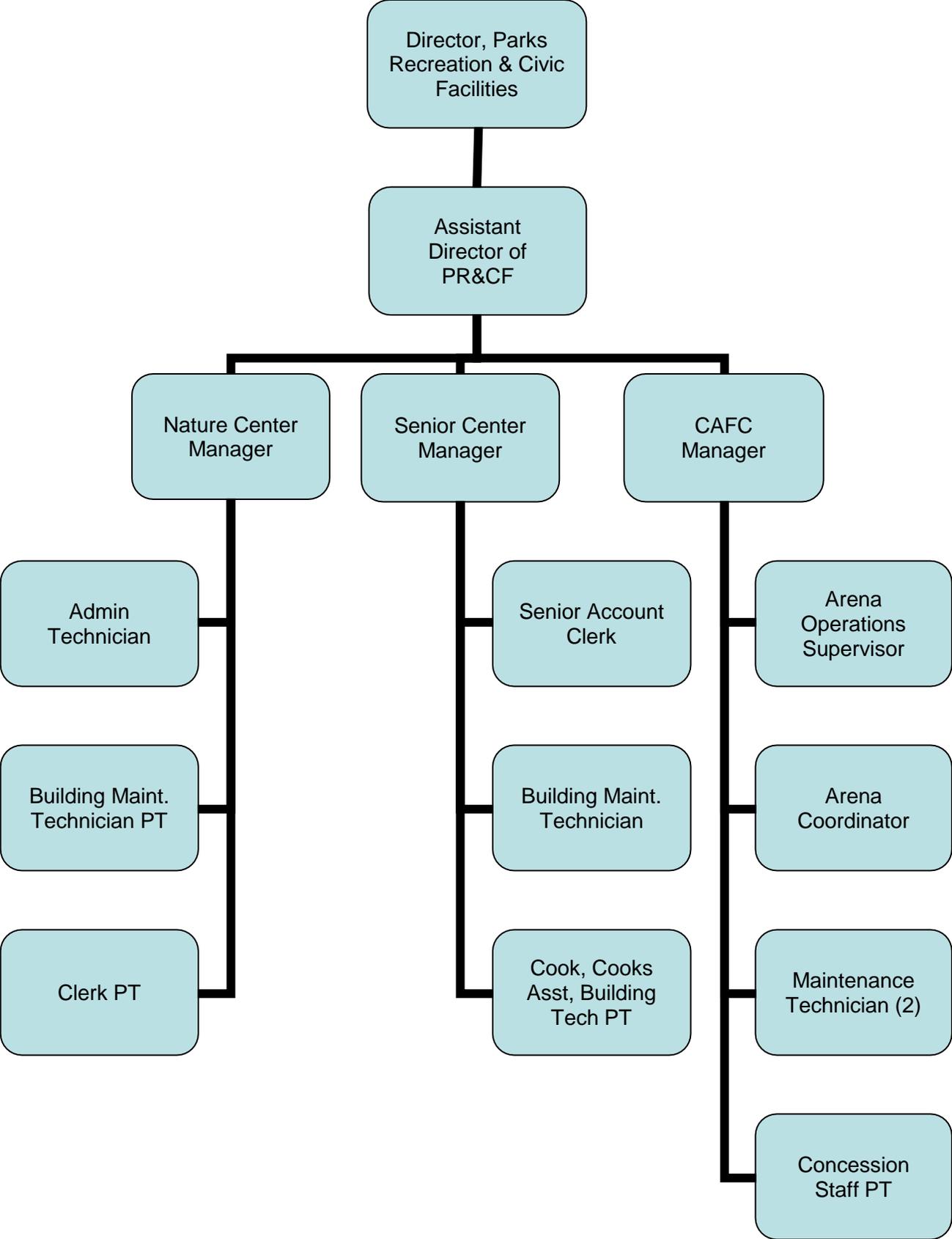
Expenditures:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	225,047	239,476	239,476	240,925
Employee Benefits	38,817	41,928	41,928	49,842
Materials & Supplies	48,176	58,250	58,250	39,950
Services	71,674	72,980	72,980	91,020
Ins & other	0	6,250	6,250	6,250
Improv Other Buildings	0	0	0	0
Utility Services	38,132	43,500	43,500	43,500
Capital Outlay	10,025	15,000	15,000	0
Total	431,871	477,384	477,384	471,487

Revenue Sources:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services	116,026	80,500	80,500	122,000
Rental	9,464	8,000	8,000	8,000
Other Rev	1,332	0	0	0
General Fund - Other	305,049	388,884	388,884	341,487
Total	431,871	477,384	477,384	471,487

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 on nature, animals, history, and cultural issues
- Programming includes 7,000 gallon aquarium with native fish on display
- Special events, parties, and meeting rentals
- Operation of gift shop with a variety of educational and recreational items

Current Year Activity/Achievements

- Continued partnership with Bode Ice Arena for "Recreation Education" program
- Partnered with REC Center and Bode for the new summer youth program, RecConnect
- Strengthened presence in local museum community with heavy involvement with Museum Association
- Continue to enhance nature center grounds with new tree plantings and gardens
- Hosted a large number of school field trips
- Participated in a variety of outreach including Earth Day at the Capital, Amelia Earhart Festival, Trails West and Earth Day at Loess Bluffs Conservation Area
- Continued to speak at public meetings about nature center
- Increased educational programming

Budget Challenges/Planned Initiatives

- The pond on north side of building needs to be dredged out
- The retaining wall should be rebuilt before it collapses from undermining as a result of muskrat damage
- Continue to try unique ideas and increase programming options to increase revenues
- Will develop Monarch Butterfly demonstration garden to support the Mayor's Monarch Pledge
- Continued enhancement of grounds around nature center
- Re-sealing and repairs of exterior siding completed

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

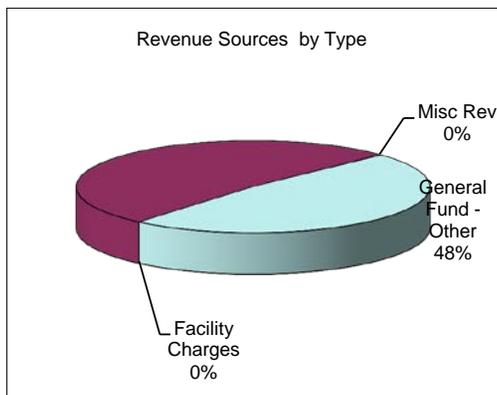
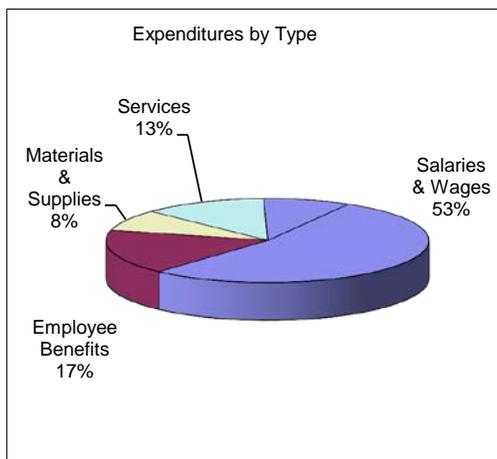
Nature Center Manager
 Administrative Technician
 PT Building Mnt Tech (25 hrs/wk)
 PT Nature Center Educator (@ 21 hrs/wk)
 PT Clerk (1 @ 25 hrs/wk)
 PT Clerk (1 @ 32 hrs/wk)
 Add'l Spring & Summer Hours for PT Emps

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0.5	0.625	0.625	0.625
0	0	0	0.525
1.05	1.05	1.05	0.625
0.525	0.525	0.525	0.8
0	0.1	0.1	0.1
4.075	4.3	4.3	4.675

Major Budgetary Changes & Program Highlights

~upgrade internet service \$32,500
 ~Transfers from Museum and Gaming funds continue to support approximately 50% of the cost of operations.

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	157,262	161,951	161,951	164,679
Employee Benefits	46,735	46,402	46,402	53,290
Materials & Supplies	31,416	25,000	25,000	25,500
Services	31,581	31,250	91,758	38,280
Utilities	28,394	27,000	27,000	27,000
Capital	0	0	0	0
Total	295,388	291,603	352,111	308,749
Revenue Sources:				
Facility Charges	0	0	0	0
Other Rev	92,876	81,000	81,000	110,500
Misc Rev	1,184	250	60,758	250
Interfund Transfers	100,000	95,000	95,000	95,000
General Fund - Other	101,328	115,353	115,353	102,999
Total	295,388	291,603	352,111	308,749

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
- Installation of security alarm system
- Contracted for rehabilitation and insulation of water supply and waste pipes
- Added men's weekly Yoga group

Budget Challenges/Planned Initiatives

- Aging building needs significant renovations in almost all areas
- Increase pricing in cafeteria
- Need to work on replacement of fitness center coordinator, who will be retiring. Currently being paid by the senior foundation.

Performance Statistics

- Overall use of the center has declined, primarily due to lack of interest in the organized dance events

JOYCE RAYE PATTERSON SENIOR CITIZEN CENTER

Program 3050

Program Description

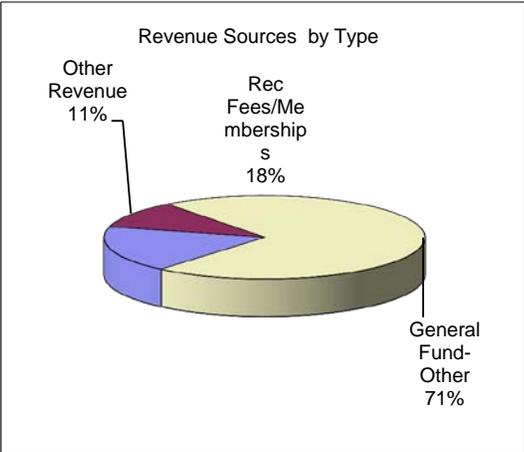
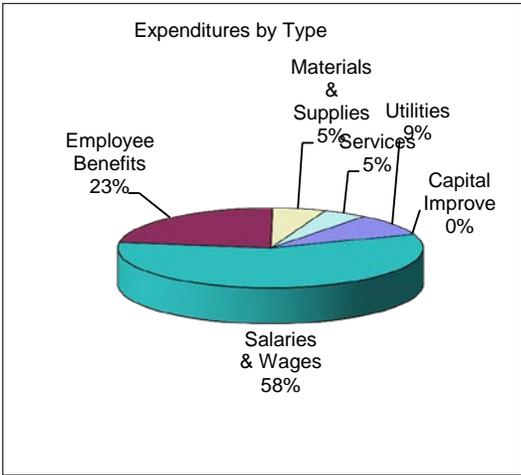
The Center provides a variety of services to persons age 50 and over, and to the disabled in a well-maintained, clean, cheerful and healthful environment. Services include card groups, craft activities, dances, special events, meeting space, retirement association meetings, a computer lab and a fitness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

Staffing Detail

Senior Center Manager	1
Senior Account Clerk	1
Building Maintenance Technician	1

2016-17 Actual	2017-18		2018-19 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	154,494	164,010	172,455	195,934
Employee Benefits	46,984	59,001	63,056	78,207
Materials & Supplies	20,533	19,000	19,000	19,100
Services	27,410	9,450	9,450	15,865
Utilities	28,068	30,415	30,415	30,415
Capital	0	0	0	0
Capital Improve	14,629	15,900	15,900	0

Total

Revenue Sources:

Rec Fees/Memberships	60,184	61,000	61,000	61,000
Other Revenue	38,475	35,938	48,438	35,938
General Fund-Other	193,459	200,838	200,838	242,583

Total

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
292,118	297,776	310,276	339,521
60,184	61,000	61,000	61,000
38,475	35,938	48,438	35,938
193,459	200,838	200,838	242,583
292,118	297,776	310,276	339,521

Civic Center Arena and Concessions

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, roller derby, bull riding, mixed martial arts, boxing, gymnastics and a variety of other sporting possibilities.
- Perfect venue for receptions, banquets, conventions, training 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, concerts, children events and other family functions.

Current Year Activity/Achievements

- Successful year with numerous corporate bookings for meetings and banquets.
- Numerous banquets including the Chamber of Commerce, Women of Excellence, Special Olympics Piccadilly Gala, Hillcrest Fall Ball, Mayor's Thanksgiving Dinner and Mayor's Day of Prayer Breakfast.
- Liberty National Youth Wrestling completed its fourth consecutive year and is scheduled again for 2018.
- Black Snake Roller Derby Girls completed their 5th successful season at the Civic Arena.
- We can boast another year of trade shows featuring the St. Joseph Sport Show, Gun Shows, Antique Show, Farm and Ag Show, Holiday Mart and Josephine Expo.
- Noyes Home hosted their annual "Take A Seat" event at the Civic Arena and was a huge success.
- The Better Living 4 U was a success showcasing various agencies available for assistance to those in need.
- Other great concerts included Maddie & Tae with Brothers Osbourne sponsored by MWSU and Lee Brice which were both very successful.
- Because of the Financial Assistance Program we were able to provide the venue for the Area Children's Fair, the Job Fair and Tiny Tot Town.
- We continue to host the Boehringer Ingelheim 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 our plumbing, electrical and equipment.
- Continue to develop deeper relationships with promoters showing them their event can be successful in St. Joseph and specifically at the Civic Arena.
- We must work to maintain our current client base by providing them the best possible customer service in a safe and clean facility.

CIVIC ARENA

Program 5510

Program Description

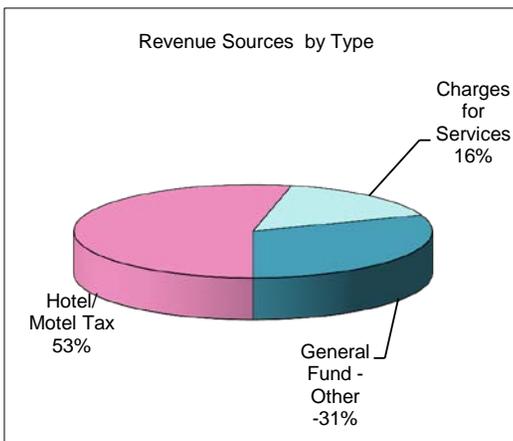
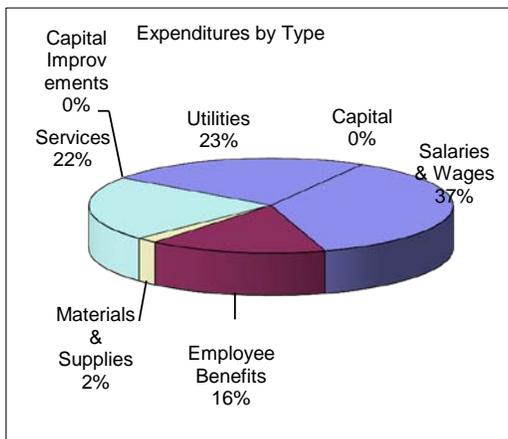
The Civic Arena is a downtown facility that hosts concerts, trade shows, sporting events, conventions and other special events in order to enhance the local economy and contribute to the overall appeal of St. Joseph as a destination for both local and outside business and tourist trade and entertainment.

Staffing Detail

CFAC Manager
 Arena Operations Supervisor
 Maintenance Technician
 Arena Coordinator

2016-17	2017-18		2018-19
	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



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	182,218	186,986	186,986	191,637
Employee Benefits	61,593	80,449	80,449	81,708
Materials & Supplies	57,205	36,300	36,300	9,800
Services	109,172	133,827	133,827	114,627
Capital Improvements	0	5,000	5,000	0
Utilities	118,390	121,800	121,800	121,800
Capital	4,915	45,000	45,000	0
Total	533,492	609,362	609,362	519,572
Revenue Sources:				
Hotel/ Motel Tax	590,956	700,000	700,000	714,000
Charges for Services	235,040	215,300	213,600	214,000
Other Revenue	58,907	0	0	0
General Fund - Other	(351,410)	(305,938)	(304,238)	(408,428)
Total	533,492	609,362	609,362	519,572

CIVIC ARENA CONCESSIONS

Program 5520

Program Description

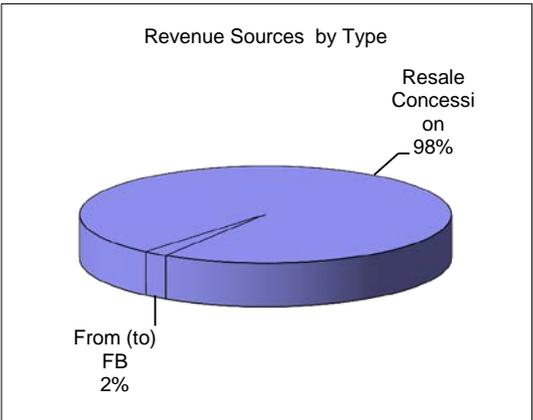
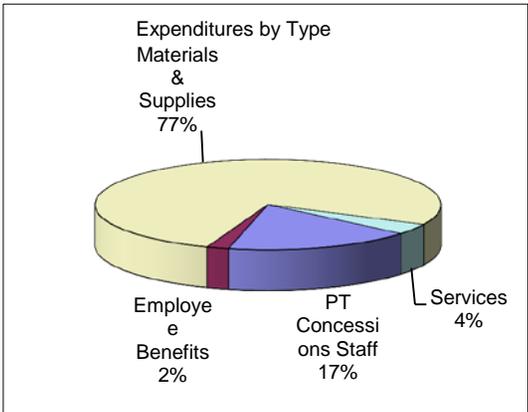
This program accounts for the concession products supplied to the patrons of the Civic arena through stand and bar operations. Staff also do minor catering of events.

Staffing Detail

Part time concession staff only

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
N/A	N/A	N/A	N/A

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
PT Concessions Staff	9,856	20,600	20,600	20,600
Employee Benefits	1,384	1,576	1,576	2,400
Materials & Supplies	66,528	90,000	90,000	90,000
Services	3,446	4,500	4,500	4,500
Total	81,214	116,676	116,676	117,500
Revenue Sources:				
Resale Concession	103,375	115,000	115,000	115,000
Other Rev	277	0	0	0
From (to) FB	(22,437)	1,676	1,676	2,500
Total	81,214	116,676	116,676	117,500

Missouri Theater

Core Services

- Missouri Theater is on the National Registry of Historic Buildings.
- The Missouri Theater is a venue for local arts organizations as well as other local and national promoters that
- The Missouri Theater Office Complex provides office/retail space for our local arts groups as well and Downtown Partnership, Inc. and Cafe Pony Espresso.
-
-

Current Year Activity/Achievements

- Local company productions that included Alladin Jr., Chinese Acrobatic Circus, Embraceable You, My Fair Lady, Church Basement Ladies, Winter Dance Party, Miracle on 34th Street, Big Bad VooDoo Daddy, Beauty and the Beast, Let's Hang On.
- The return of four local dance companies using the Missouri Theater for the dance recitals.
- Various graduations and art performances including the St. Joseph Symphony Concert Series, New Generation Singers, and Creative Arts Productions.

Budget Challenges/Planned Initiatives

- Installation of the hearing assistance with a Looping System has been installed thanks to our local Sertoma Club and their financial support.
- All office space at the theater complex are currently filled and operational.

MISSOURI THEATER

Program 3710

Program Description

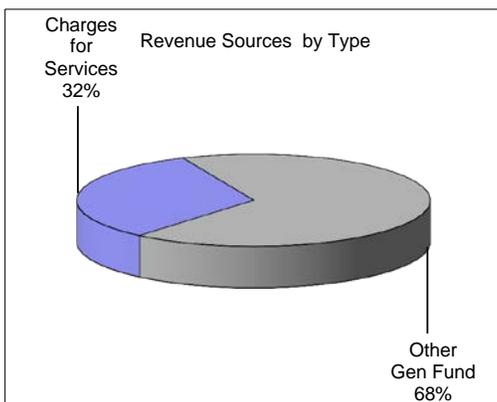
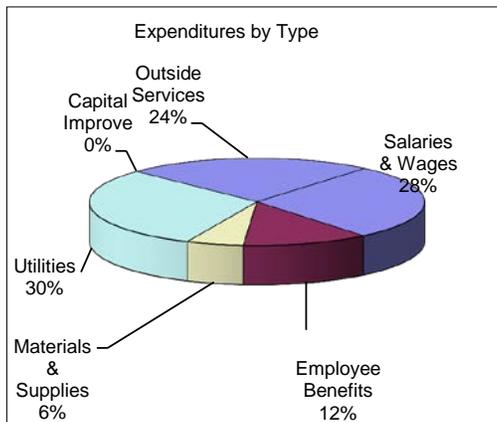
The Missouri Theater is a 1,200 seat, 1920's vaudeville style entertainment facility in the heart of downtown St. Joseph. The renovated Theater provides a home to many of the City's arts associations. It serves as a venue for a wide variety of cultural events.

Staffing Detail

Maintenance Technician

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

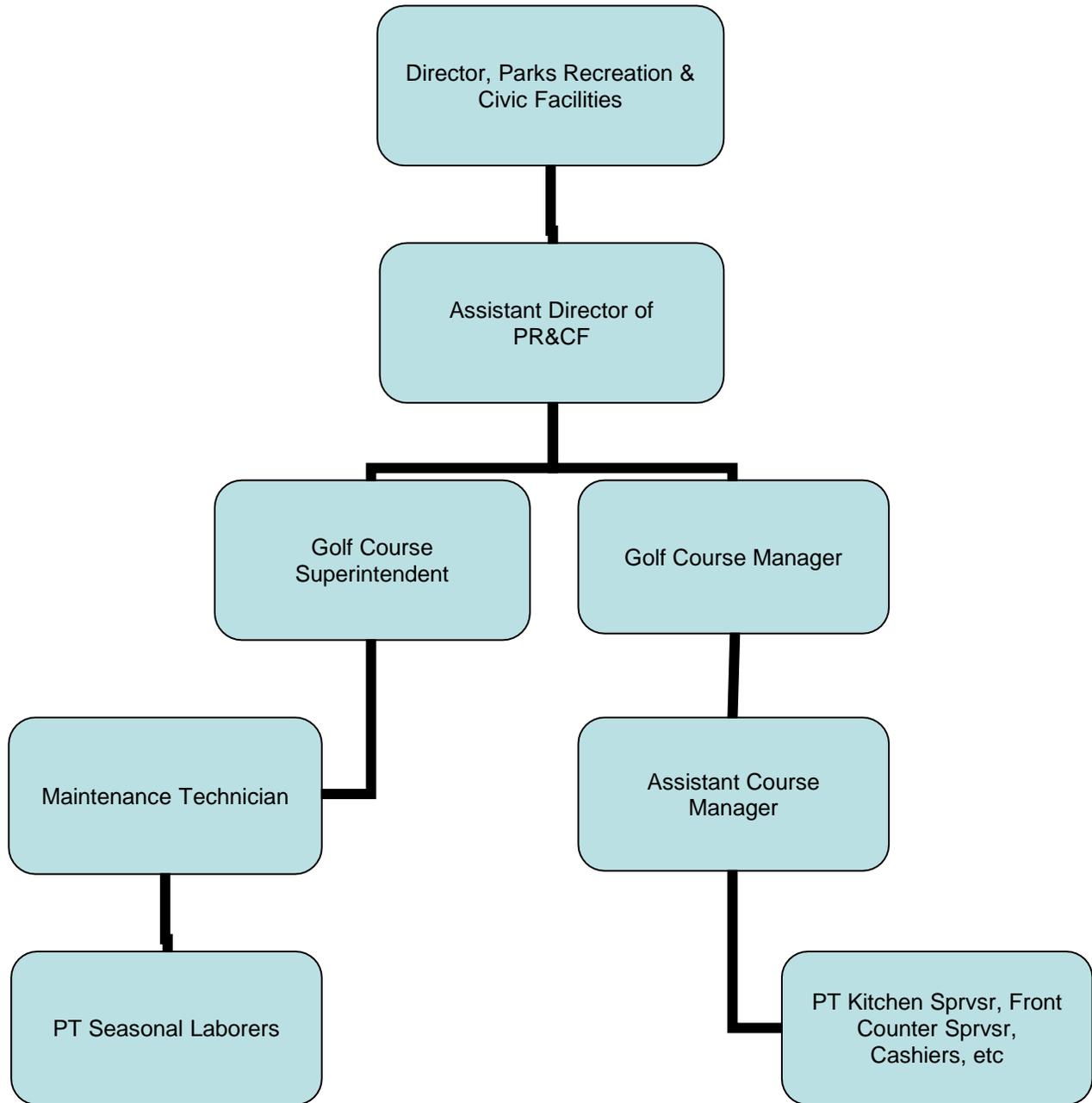
Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	43,781	44,676	44,676	45,796
Employee Benefits	14,376	19,363	19,363	19,907
Materials & Supplies	3,962	7,000	7,000	9,000
Utilities	37,224	49,800	49,800	49,800
Capital Improve	0	16,000	16,000	0
Outside Services	18,414	34,500	34,500	39,000
Total	117,757	171,339	171,339	163,503
Revenue Sources:				
Charges for Services	52,576	52,900	52,900	52,875
Other Gen Fund	65,181	118,439	118,439	110,628
Total	117,757	171,339	171,339	163,503



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's only 18 hole public golf course
- Offering league opportunities for men, women, couples, juniors, seniors, and corporate
- Tournaments welcome and include corporate outings, fundraisers, memorial events, and social eat/play/meeting options
- Banquet room available for up to 150 guests as well as on site catering to compliment your event
- Three outdoor patios with tables and seating to provide outdoor social option after golf or during banquet room events
- 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 and concessions and catering for a full service experience.
- 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

- Wednesday Men's league hosts 112 players for 18 weeks. Annual impact to budget is estimated at \$31,350 through golf/cart fees, concessions, and pro shop.
- Golf Simulator established this off season hosted leagues, open range and golf, and party options. Revenues collected through simulator fees, concessions, and gift certificates totaled \$14,500 from November through February
- Corporate Memberships remained steady and two companies now host three total tournaments for their employees on top of their memberships
- New Junior Camp Program was entered into cooperation with MWSU and their PGA Golf Instructor, Greg Dillon welcoming 29 new campers this season.
- Banquet room continues to be successful through rentals and catering services. Catering so far this year has brought in \$24,944 in revenue while the Banquet room has hosted 73 events so far this year.
- Golf rounds are up 2,064 rounds compared to last year at this time.
- A new City 2-Man tournament was initiated through Fairview Golf and Anderson Ford this fall which also was played at the other two courses in town. In it's first year 88 players participated and the revenue realized at Fairview on this
- All cart paths except for 2 holes were all overlaid this past season with a total purchase of \$120,000.
- Maintenance has overhauled the old goodie cart making it operable again to use as and addition to our newer goodie cart
- Zoysia sod was laid in remaining 10 fairways along the course to improve the quality of turf along the course as well as provide better water/chemical management in the future.

Budget Challenges/Planned Initiatives

- Two maintenance utility carts will be purchased yet out of current budget year to replace current ones that are worn
- Fall rounds continue to fall off each season. Clubhouse staff are currently looking into ways to increase play to the golf course through possible lower fees earlier in the day to promote play.
- 15 Extra rental carts to have at the course for busy days/large tournaments cost us \$9,000 per year. When new cart lease comes 2018 we would like to find funding source to purchase 15 used carts to keep ourselves and eliminate
- Continue winter golf on simulator as the rounds picked up once people tried it. For the future we would like to add on a multi-purpose room to house the simulator year round to host all types of events and rentals on it for additional

FAIRVIEW MUNICIPAL GOLF COURSE

Program 3070

Program Description

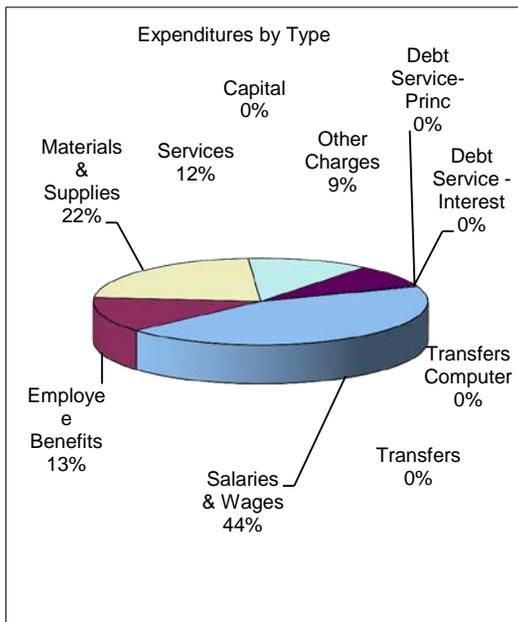
Fairview Golf Course, the City's only public course, offers a competitive and enjoyable golf environment and practice facility for St. Joseph citizens as well as visitors through leagues, clubs and other programs for men, women, seniors and

Staffing Detail

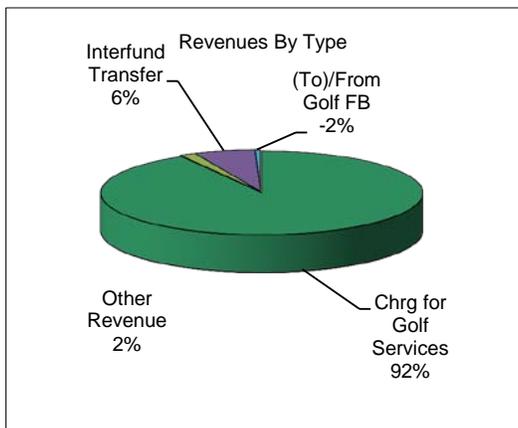
- Golf Course Superintendent
- Golf Course Manager
- Golf Course Assistant Manager
- Maintenance Technician
- Part-time

2016-17	2017-18		2018-19
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
3.25	3.25	3.25	3.25
7.25	7.25	7.25	7.25

Operating Budget Summary



2016-17	2017-18		2018-19	
	Actual	Adopted Budget		Estimated Actual
Expenditures:				
Salaries & Wages	344,770	330,048	330,048	335,043
Employee Benefits	77,767	92,668	92,668	100,268
Materials & Supplies	200,907	173,800	173,800	171,100
Services	64,471	98,710	98,510	90,310
Other Charges	87,912	64,500	64,500	64,500
Capital	8,500	10,500	10,500	0
Debt Service- Princ	30,332	0	0	0
Debt Service - Interes	4,228	0	0	0
Transfers	21,330	21,409	21,409	0
Transfers Computer	4,360	3,000	3,000	3,000
Total	844,575	794,635	794,435	764,221
Revenue Sources:				
Chrg for Golf Services	681,933	706,000	706,000	708,600
Interest	(1,790)	0	0	0
Other Revenue	11,554	10,100	10,100	12,600
Interfund Transfer	365,700	57,861	57,861	47,360
(To)/From Golf FB	(214,612)	20,674	20,474	(4,339)
Total	842,785	794,635	794,435	764,221



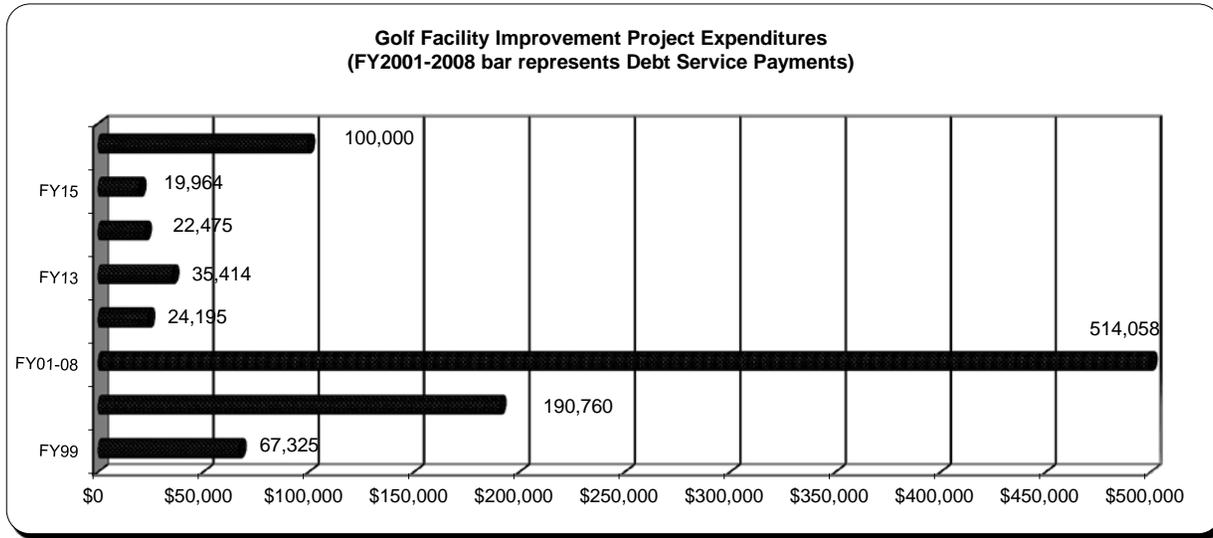
GOLF FACILITY IMPROVEMENTS

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

	2014-2015 Actual	2015-2016		2016-2017 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	0	0	0	9,052
Debt Principal	14,197	0	0	0
Debt Interest	517	0	0	0
Machinery & Equip	0	0	0	0
Capital Imprvmts	130,000	0	0	0
Total	144,714	0	0	9,052
Revenue Sources:				
Chrgs for Services	20,253	20,500	20,500	21,100
Other Revenue	0	100	100	100
Interfund Transfer	0	0	0	0
FB from/(to)	124,461	(20,500)	(20,500)	(12,148)
Total	144,714	100	100	9,052

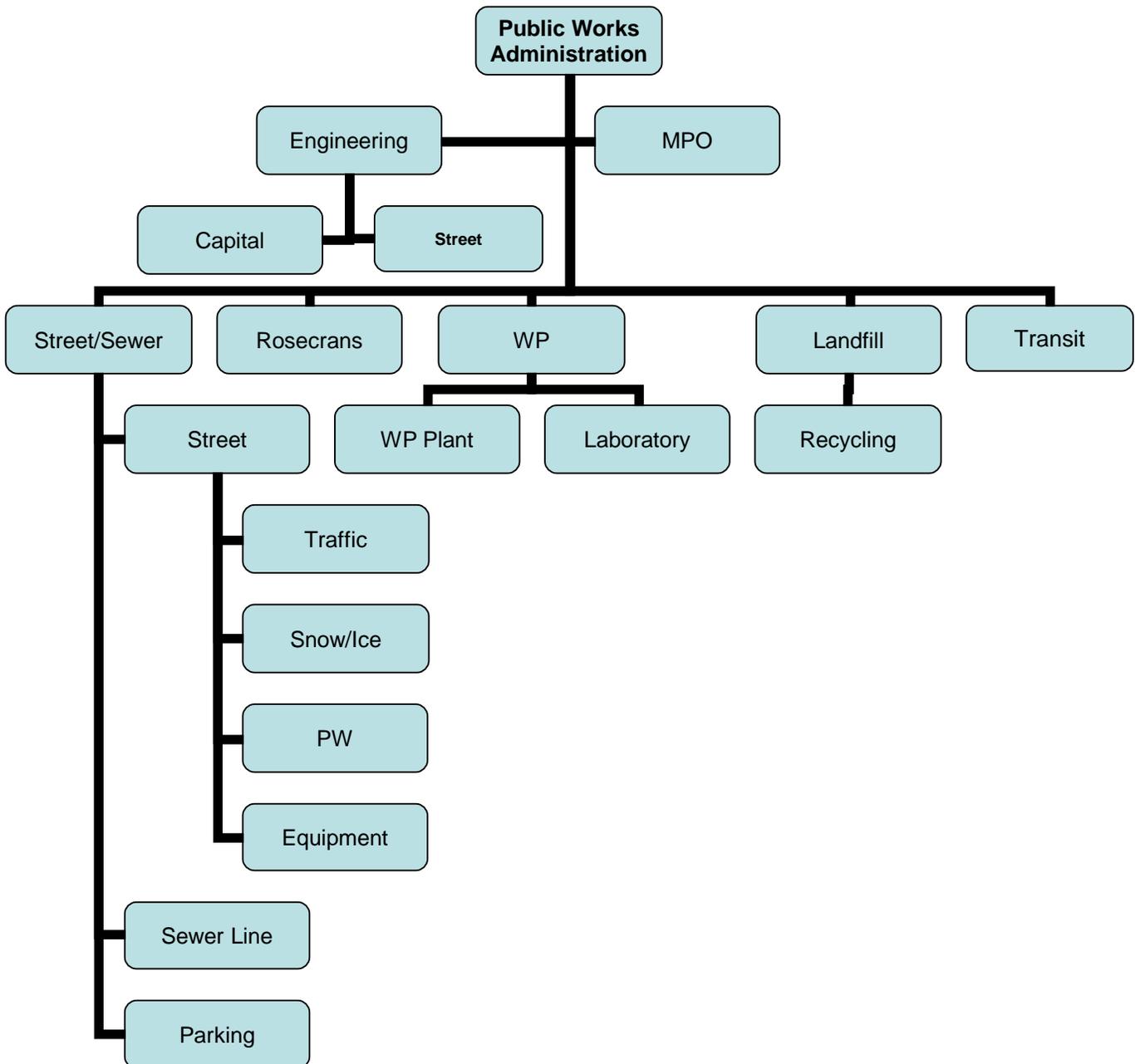
PUBLIC WORKS DEPARTMENT

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.

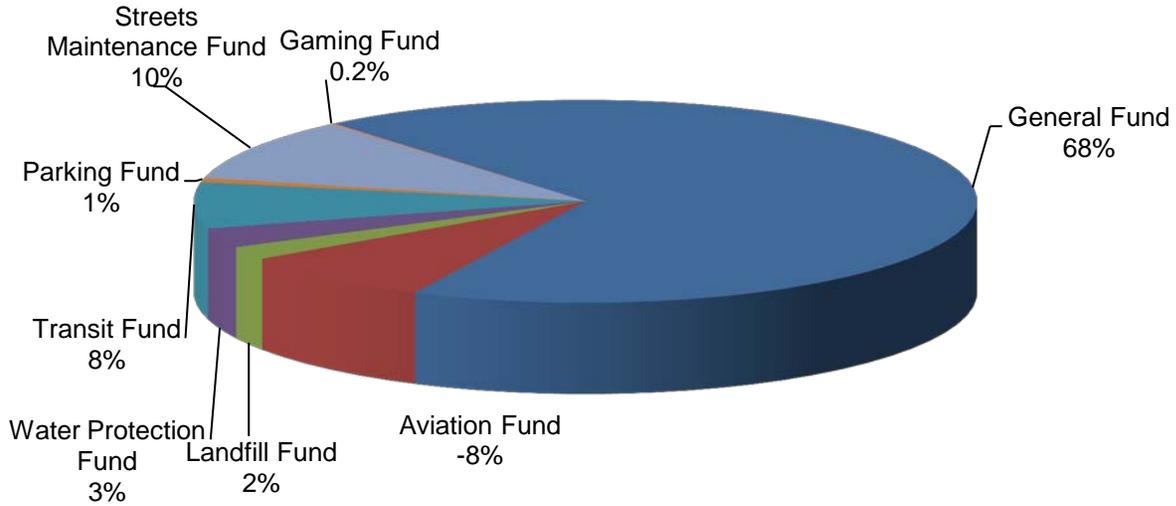
These operations are funded through the City's share of the Missouri motor fuel tax, road and bridge tax, local general sales tax, use tax, parking fees & fines, landfill fees, sewer treatment fees, airport rents, transit fares and federal transportation operation grants.

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

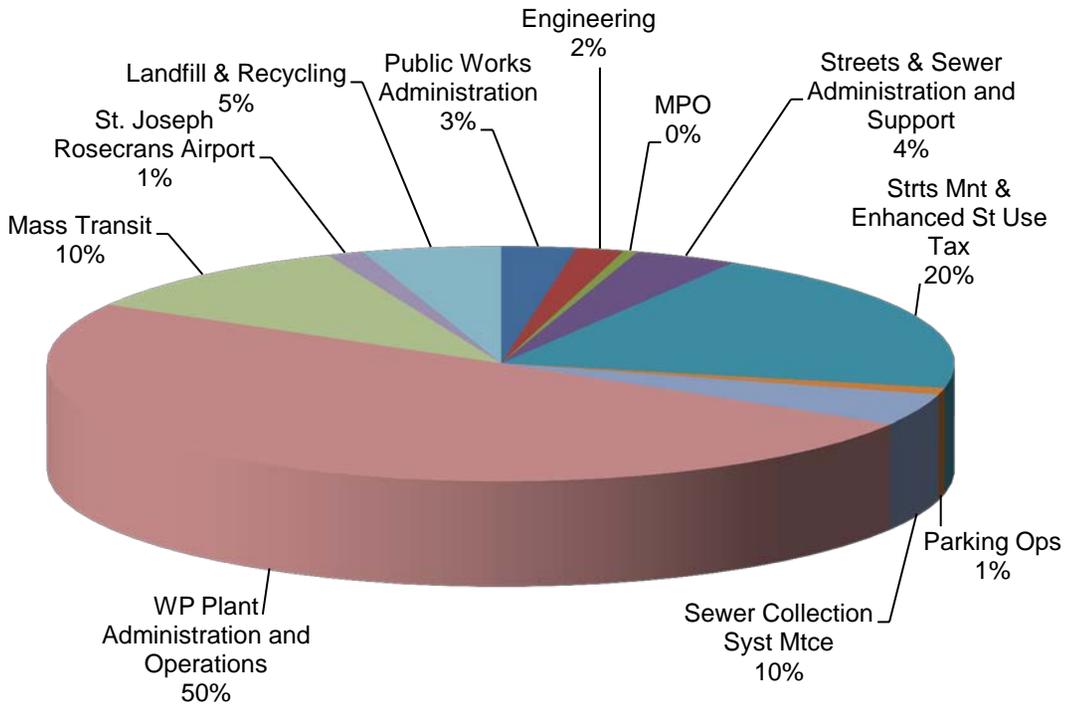
TOTAL BUDGETED RESOURCES: \$ 102,372,880



PUBLIC WORKS DEPARTMENT SOURCES & USES



FUNDING SOURCES - OPERATING

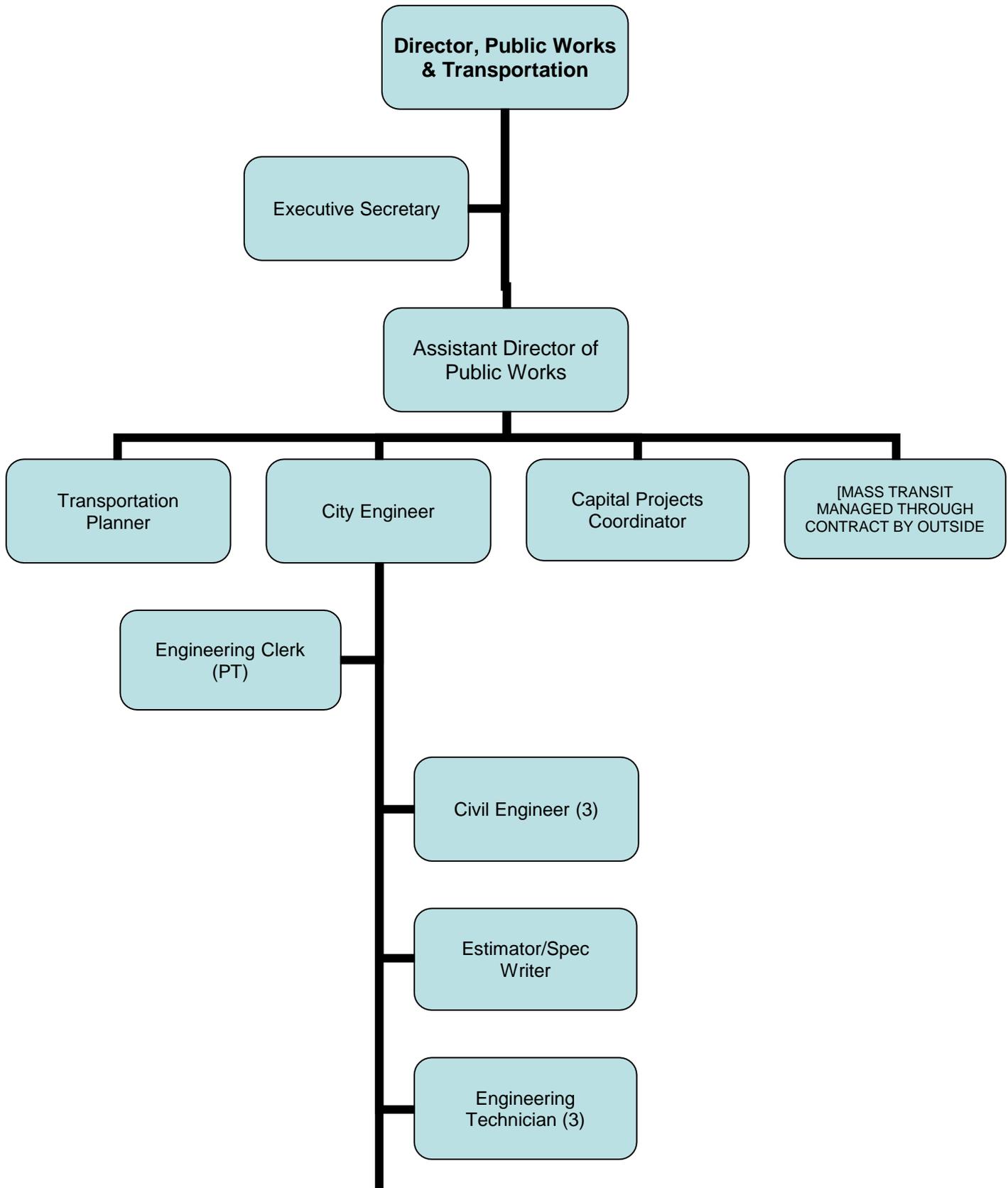


PROGRAM USES - OPERATING

PUBLIC WORKS DEPARTMENT SUMMARY

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages	7,861,452	8,745,562	8,745,562	9,258,988
Payroll Expenses & Benefits	2,677,620	3,863,009	3,863,009	4,144,249
Materials & Supplies	2,859,644	3,940,472	3,940,472	3,988,962
Utilities & Other Contracted Services	13,406,036	14,340,225	14,414,657	14,673,890
Claims/Insurance/Fund Transfers	4,891,692	4,936,666	4,936,666	4,153,919
Debt Service	12,527,469	12,661,918	12,661,918	16,696,044
Operating Capital Outlay	6,721,661	6,025,500	6,436,524	4,834,000
Public Improvements	50,605,541	29,183,128	29,412,748	44,622,828
	<u>101,551,115</u>	<u>83,696,481</u>	<u>84,411,557</u>	<u>102,372,880</u>
USES BY OPERATING PROGRAM				
Public Works Administration	1,980,971	2,523,508	2,626,440	1,540,216
Engineering	697,556	844,906	844,906	992,115
MPO	219,908	280,575	280,575	286,830
Street Enhancement Use Tax	4,581,840	3,300,000	3,300,000	3,700,000
Streets & Sewer Administration and Support	1,686,253	2,146,695	2,270,195	2,070,571
Streets Maintenance	7,963,814	8,956,958	8,988,958	7,754,597
Parking Operations	366,209	417,846	417,846	536,655
Sewer & Stormwater Collection System Mtce	1,919,358	2,597,922	2,674,283	2,509,197
WP Plant Administration and Operations	22,747,422	23,772,715	23,772,715	28,742,687
Mass Transit	5,299,991	6,032,766	6,183,429	6,003,189
St. Joseph Rosecrans Airport	592,599	765,663	765,663	755,944
Landfill & Recycling	2,889,654	2,873,798	2,873,798	2,858,052
	<u>50,945,575</u>	<u>54,513,353</u>	<u>54,998,809</u>	<u>57,750,052</u>
ENTERPRISE FUNDS CIP PROGRAM				
Water Protection	47,201,245	21,687,052	21,739,979	28,796,373
Transit	96,445	4,059,406	4,059,406	7,129,000
Parking	1,288,788	382,455	382,455	272,455
Airport	1,944,324	2,546,000	2,722,693	7,200,000
Landfill	74,739	508,215	508,215	1,225,000
	<u>50,605,541</u>	<u>29,183,128</u>	<u>29,412,748</u>	<u>44,622,828</u>
TOTAL PUBLIC WORKS BUDGET:	<u>101,551,115</u>	<u>83,696,481</u>	<u>84,411,557</u>	<u>102,372,880</u>
FUNDING SOURCES				
General Fund	59,772,068	38,278,813	38,734,865	53,212,559
Gaming Fund	0	0	0	0
Capital Projects Fund	0	0	0	0
Streets Maintenance Fund	7,963,814	8,956,958	8,988,958	7,754,597
Water Protection Fund	24,666,780	26,370,637	26,446,998	31,251,884
Mass Transit Fund	5,299,991	6,032,766	6,183,429	6,003,189
Airport Fund	592,599	765,663	765,663	755,944
Landfill Fund	2,889,654	2,873,798	2,873,798	2,858,052
Parking Fund	366,209	417,846	417,846	536,655
	<u>101,551,115</u>	<u>83,696,481</u>	<u>84,411,557</u>	<u>102,372,880</u>
STAFFING SUMMARY (Full Time)				
Public Works Administration	4.0	4.0	4.0	4.0
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	55.0	55.0	55.0	56.0
Parking Operations	5.0	5.0	5.0	5.6
Sewer Collection System Maintenance	23.0	23.0	23.0	25.0
WP Administration	2.0	2.0	2.0	2.0
WP Plant	44.0	44.0	44.0	47.6
Laboratory	9.0	9.0	9.0	10.0
Airport	6.0	6.0	6.0	6.0
Landfill	20.0	20.0	20.0	18.0
Recycling	2.0	2.0	2.0	2.0
	<u>198.0</u>	<u>198.0</u>	<u>198.0</u>	<u>204.2</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 as to 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 our Wastewater Treatment Facility and by advancing the Blacksnake Creek Stormwater Separation project.
- 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 us to expand our street maintenance program, we are still only 30% towards the goal of a fully funded street overlay program.
- Continued modernization and environmental enhancements of our wastewater system while recognizing the financial challenges faced by our 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: \$2,323,332.00
- Dollar amount of capital project grants procured: \$3,394,579.00
- Number of on-going capital projects monitored: 51
- Number of new capital projects that will start in FY-19 4

PUBLIC WORKS ADMINISTRATION

Program 8360

Program Description

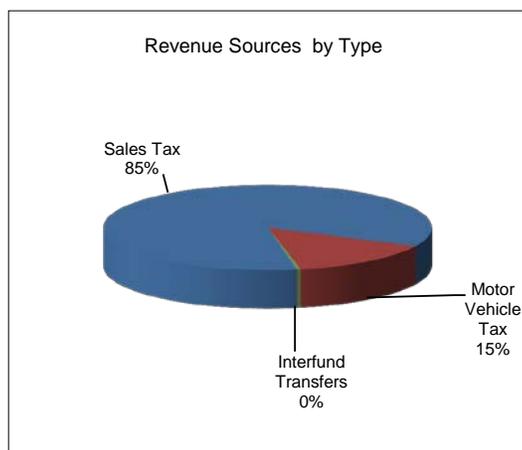
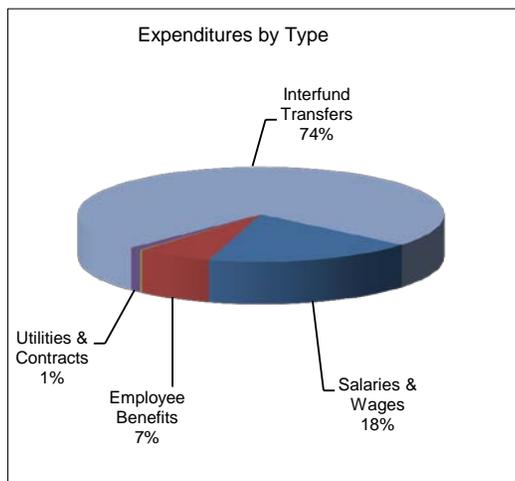
The Public Works Director and staff provide administrative services and management oversight for Public Works and Transportation divisions and programs with an emphasis on thorough planning consistent with the health, safety and economic needs of the public and goals of the City Council.

Staffing Detail

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

2016-17 Actual	2017-18		2018-19 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



	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	273,232	279,290	279,290	284,573
Employee Benefits	96,781	106,348	106,348	102,818
Materials & Supplies	1,173	3,400	3,400	3,400
Utilities & Contracts	12,286	19,200	122,132	16,425
Debt-Princ	0	0	0	0
Debt - Interest	0	0	0	0
Interfund Transfers	1,597,500	2,115,270	2,115,270	1,133,000
Total	1,980,971	2,523,508	2,626,440	1,540,216
Revenue Sources:				
Sales Tax	5,627,884	5,690,639	5,690,639	5,711,000
Motor Vehicle Tax	1,009,116	980,000	980,000	980,000
Permits	21,790	18,000	18,000	18,000
Parking Fees	1,120	1,000	1,000	1,000
Other Revenues	7,985	9,000	9,000	9,000
Interfund Transfers	45,348	1,578,192	105,956	1,115
General Fund	(4,732,271)	(5,753,323)	(4,178,155)	(5,179,899)
Total	1,980,971	2,523,508	2,626,440	1,540,216

Metropolitan Planning Organization (MPO)

Mission

To address multi-modal transportation planning needs 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 2.
- Maintain a four-year TIP plan.
- 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
- Sponsoring the Annual Bike to Work Day, Week and Month.
- Produce a new 2019-2022 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.
- Working with new stakeholders include health professionals, as well providing a mechanism to include new stakeholders in the decision making process.
- Considerable effort will be made obtaining public input on short, medium and long term transportation issues.

Performance Statistics

- Number of Technical & Policy Board Meetings conducted - 12
- Amount of FHWA & FTA funding received - approximately \$237,666 for this year

MPO

Program 2180

Program Description

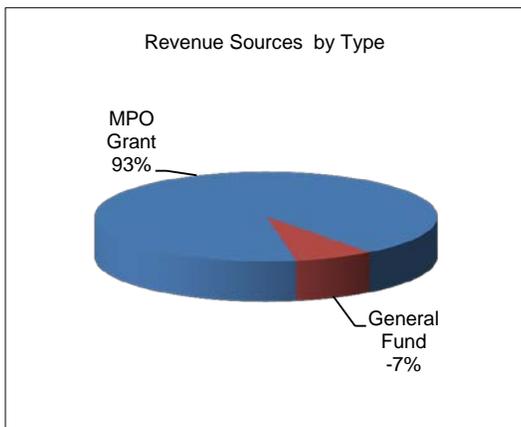
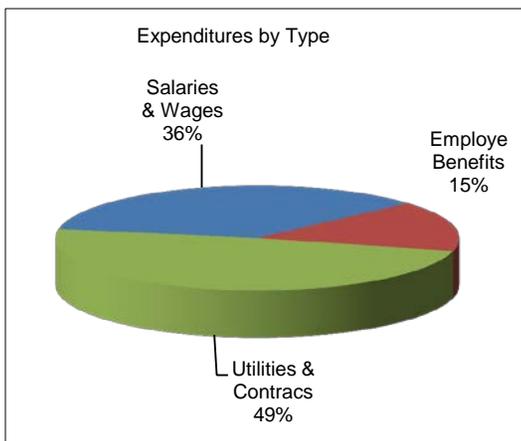
The Metropolitan Planning Organization (MPO) program was established to account for the revenues from grant or other special revenue sources. The major sources of funds in this program are federal and state transportation grants supporting the Unified Planning Work Program developed by the Metropolitan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

Staffing Detail

Transportation Planner

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
2	2	2	2

Operating Budget Summary



	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	91,092	99,246	99,246	102,224
Employee Benefits	36,847	45,013	45,013	44,651
Utilities & Contracts	91,968	136,316	136,316	139,955
Total	219,908	280,575	280,575	286,830
Revenue Sources:				
MPO Grant	141,205	266,790	266,790	312,080
General Fund	78,703	13,785	13,785	(25,250)
Total	219,908	280,575	280,575	286,830

STREET ENHANCEMENT USE TAX

Program 2185

Program Description

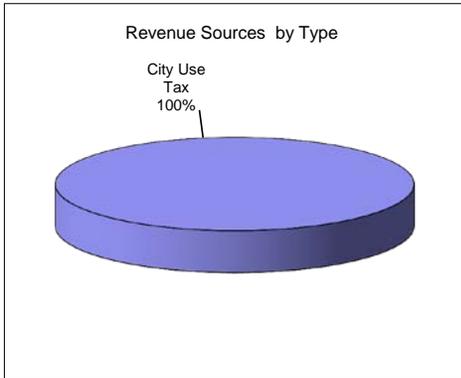
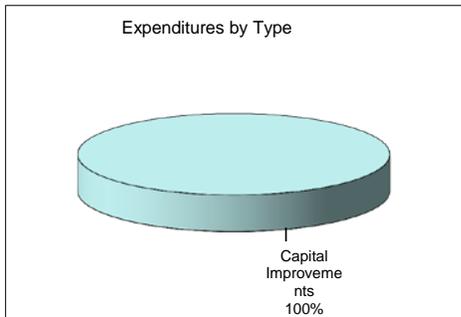
In April 2015 voters approved a local use tax on out-of-state purchases for a period of 10 years. The rate of the tax is equal to the local sales tax at any given time, currently 2.875%. Proceeds are being used to preserve the existing general fund revenues and, in this program, to provide revenues for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

Staffing Detail

N/A

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Capital Improvements	4,581,840	3,300,000	3,300,000	3,700,000
Total	4,581,840	3,300,000	3,300,000	3,700,000
Revenue Sources:				
City Use Tax	3,904,852	3,784,771	3,784,771	4,305,100
Interest	5,220	0	0	0
General Fund	671,768	(484,771)	(484,771)	(605,100)
Total	4,581,840	3,300,000	3,300,000	3,700,000

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

- Completed Mansfield Road Reconstruction Ave project.
- Completed Cook Road extension to St. Joseph Ave.
- Completed 2017 Resurfacing program
- completed 2017 Concrete Streets
- Designed Phase 11 Mansfield Road reconstruction project

Budget Challenges/Planned Initiatives

- Control CIP project designs to remain within funding limits.
- Managing several multi-million dollar wastewater projects with existing staff levels.

Performance Statistics

- Number of formal construction contracts developed - 18
- Number of Developer Plans reviewed - 53

ENGINEERING

Program 8500

Program Description

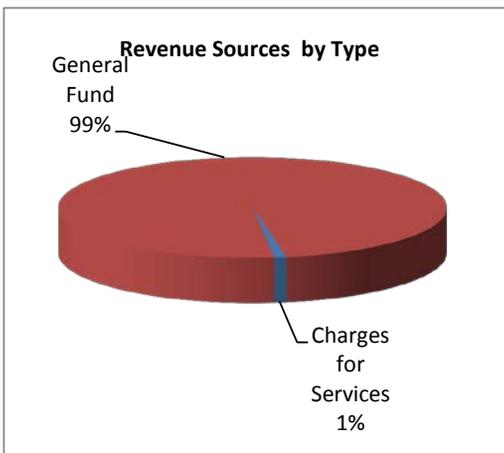
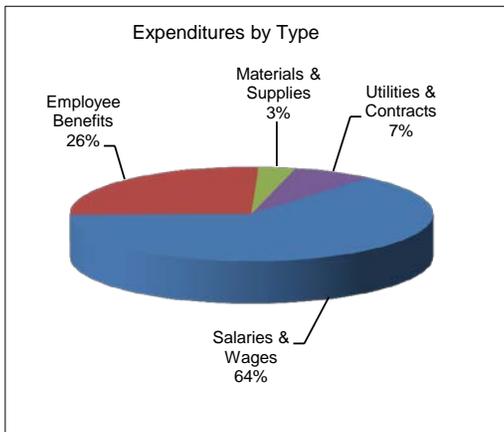
Provides planning, design, inspection, survey, testing, construction management and related services for work on capital improvement and maintenance projects for all City divisions and departments so that the projects are cost-effective and adhere to national/local design, construction, maintenance and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

Staffing Detail

City Engineer
 Civil Engineer
 Civil Engineer Technician
 Senior Engineering Technician
 Engineering Technician
 Associate Engineering Technician
 Engineering Clerk

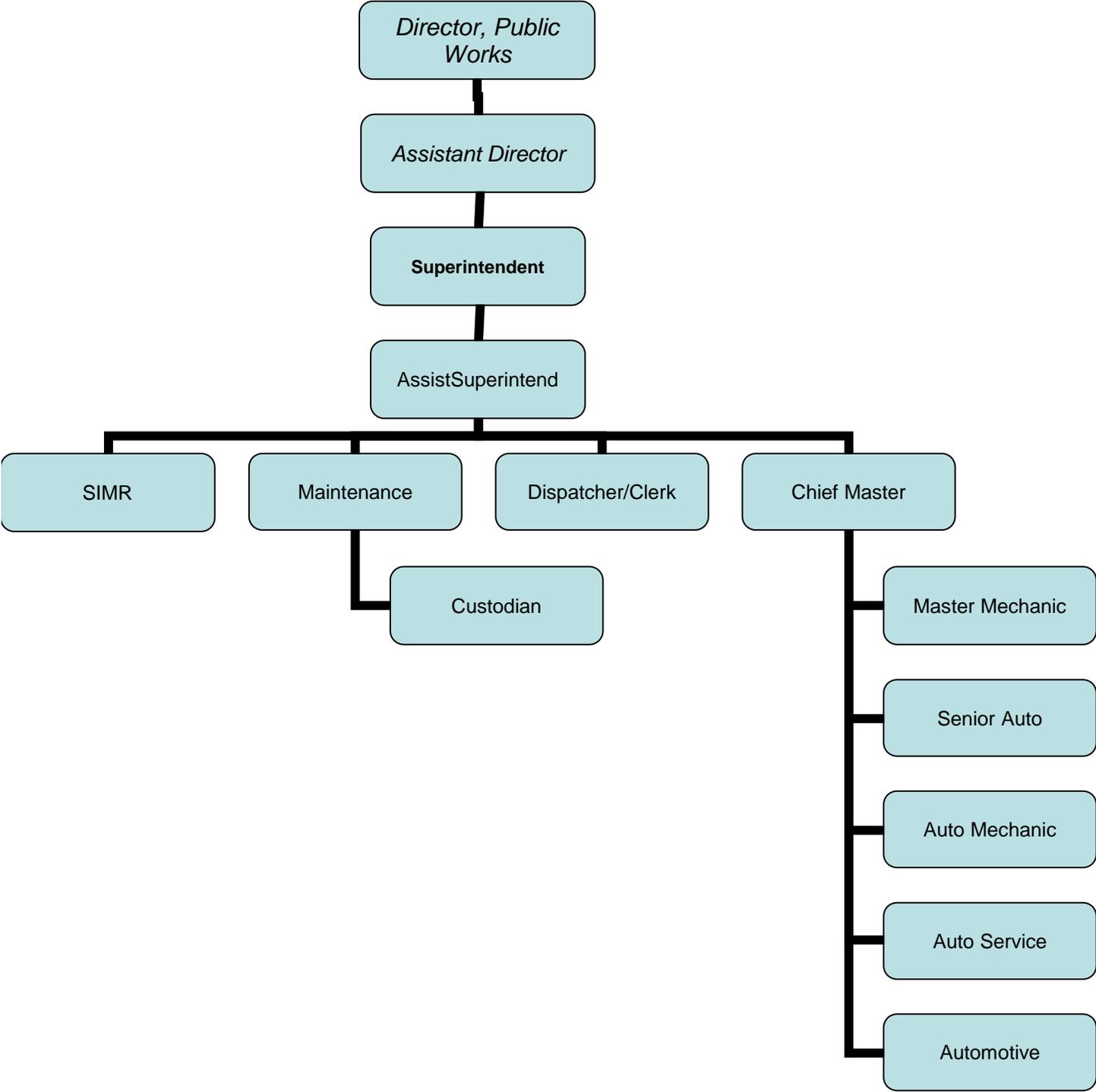
2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
2	2	2	2
1	1	1	1
1	1	1	1
3	3	3	3
1	1	1	1
1	1	1	1
10	10	10	10

Operating Budget Summary



	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	494,452	540,147	540,147	615,819
Employee Benefits	140,047	224,534	224,534	249,676
Materials & Supplies	5,308	10,200	10,200	32,190
Utilities & Contracts	57,749	63,025	63,025	69,430
Outside Service	0	7,000	7,000	25,000
Transfer	0	0	0	0
Total	697,556	844,906	844,906	992,115
Revenue Sources:				
Charges for Services	0	10,000	10,000	10,000
General Fund	697,556	834,906	834,906	982,115
Total	697,556	844,906	844,906	992,115

**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

- Re-instituted safety committee
- Repaired and painted main salt storage building at City Yards
- Working towards implementation of new Asset Management system
- Began upgrading traffic building where paint truck is stored; when complete, should extend painting season by keeping truck in heated environment.

Budget Challenges/Planned Initiatives

- Reducing redundancies in parts inventory
- Complete upgrades to traffic building
- Upgrade salt mixing area to facilitate better results

Performance Statistics

- All garage employees now certified as MVI inspectors
- Dispensed 87,010 gallons of unleaded fuel and 56,036 gallons of diesel fuel; to date, \$265,175.22 since July 1, 2017
- Processed over 4,500 locate requests
- Performed 239 PM inspections/Oil Changes
- Replaced 29 batteries
- Replaced or repaired 27 tires
- Performed 49 Motor Vehicle inspections

STREET/SEWER MAINTENANCE ADMINISTRATION

Program 8510

Program Description

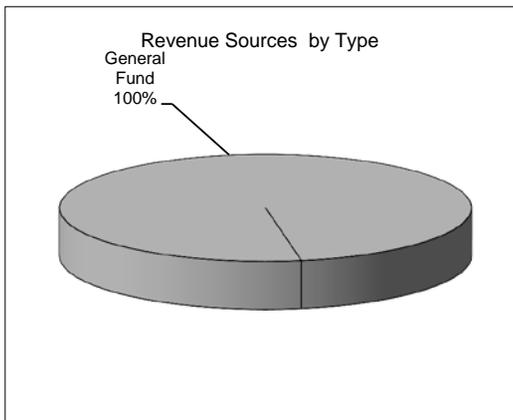
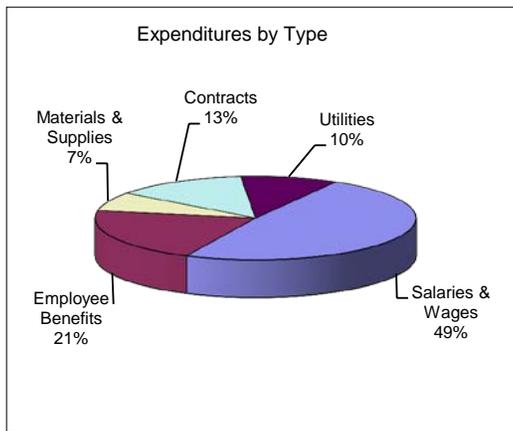
Staff provides administrative and management support for the efficient operation of all street maintenance, public parking, traffic and sewer maintenance programs.

Staffing Detail

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

2016-17 Actual	2017-18		2018-19 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:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	226,297	254,683	254,683	292,977
Employee Benefits	70,052	104,758	104,758	124,758
Materials & Supplies	30,684	42,600	42,600	44,100
Contracts	97,949	82,890	82,890	80,425
Utilities	40,025	59,000	59,000	59,000
Total	465,007	543,931	543,931	601,260

Revenue Sources:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Operating Grant	0	0	0	0
General Fund	465,007	543,931	543,931	601,260
Total	465,007	543,931	543,931	601,260

PUBLIC WORKS COMMUNICATIONS

Program 8520

Program Description

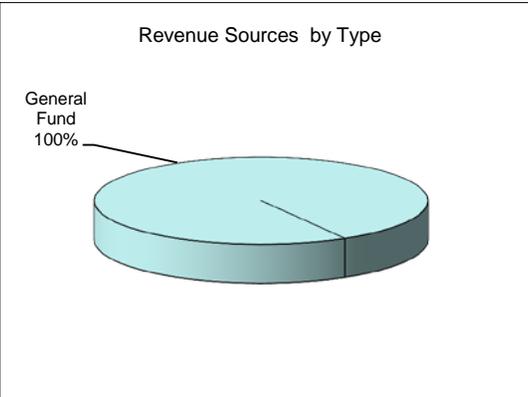
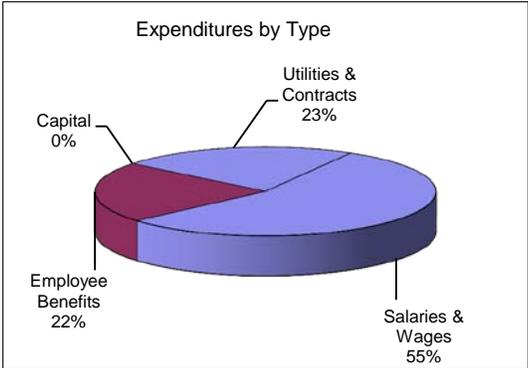
This division provides 24 hour, 7 day per week answering and dispatching service for street and sewer maintenance, emergencies, complaints and inquiries. Staff also provide communications support for the Health department on holidays, evenings, and weekends; dispense fuel to City vehicles; provide visual 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

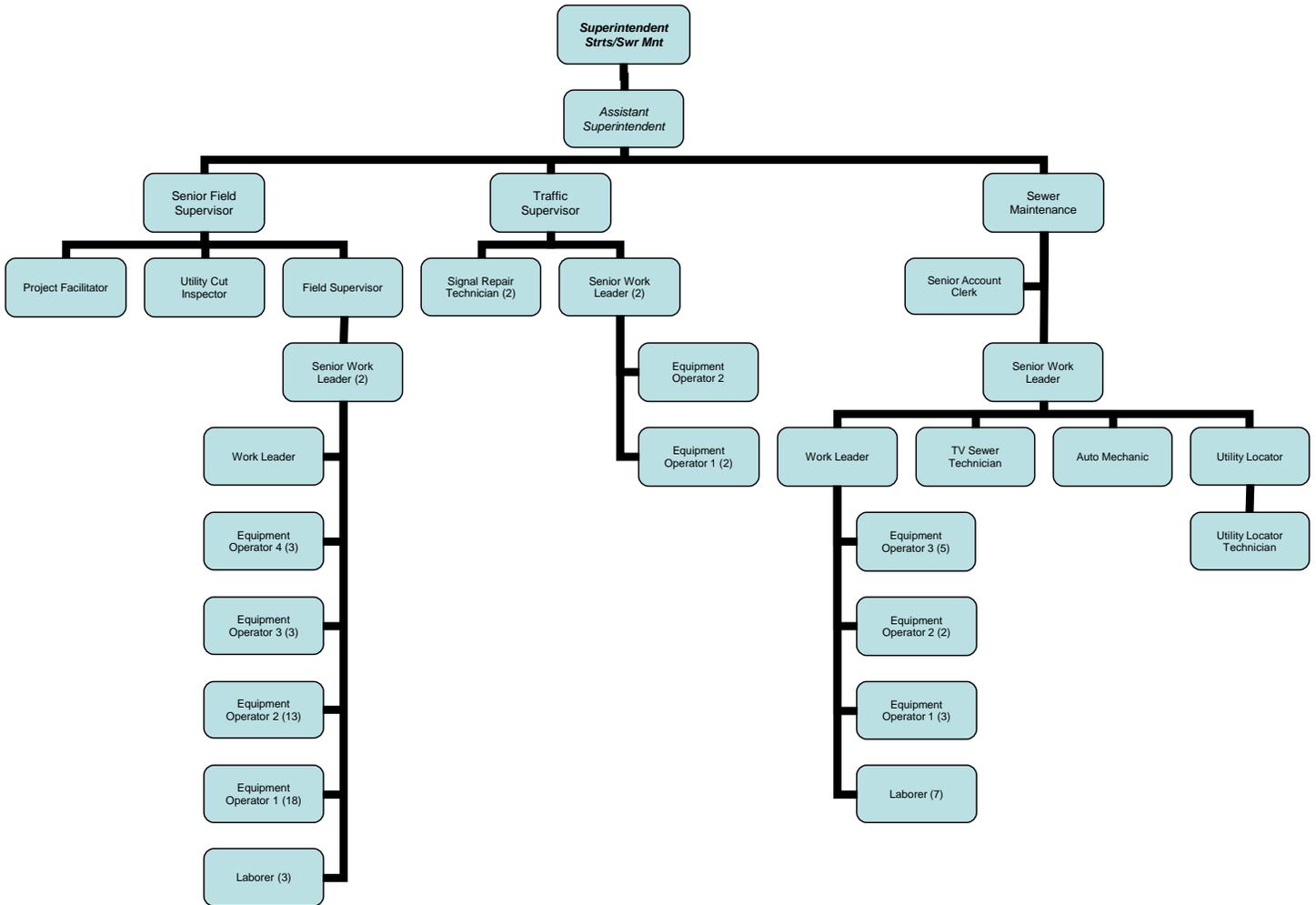
2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
4	4	4	4

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	148,441	164,563	164,563	156,327
Employee Benefits	52,611	71,617	71,617	63,124
Capital	0	0	203,500	0
Utilities & Contracts	34,981	118,880	38,880	63,880
Total	236,032	355,060	478,560	283,331
Revenue Sources:				
General Fund	236,032	355,060	478,560	283,331
Total	236,032	355,060	478,560	283,331

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
- 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
- Accepted maintenance on one new street, plus changes to existing streets due to the Blacksnake project
- Constructed new shoulder on west side of Woodbine, north of Gene Field
- Completed one major drainage projects

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
- Continued funding to complete radio system upgrade

Performance Statistics

- Composite rating for City streets: 83.5
- Miles of streets slurry sealed: 9.73
- Miles of 3 asphalt streets resurfaced: 37
- Tons of asphalt used patching potholes: 637
- Number of potholes patched: 8,908
- Miles of street swept: 4,683
- Number of locations mowed in ROW: 62
- Number of inches snow/freezing precipitation received: 5.13
- Total cost: \$ 204,100.64
- Cost per inch of snow/freezing precipitation: \$ 39,824.51

STREET MAINTENANCE

Programs 1210 &

1211

Program Description

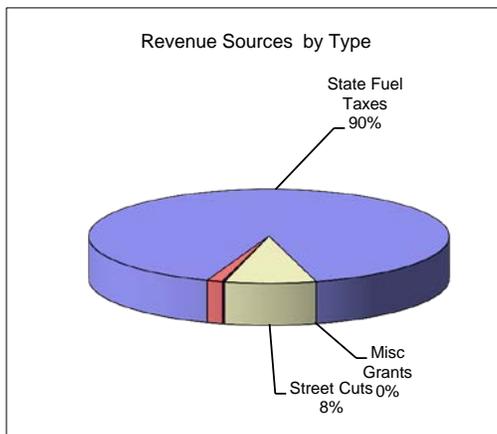
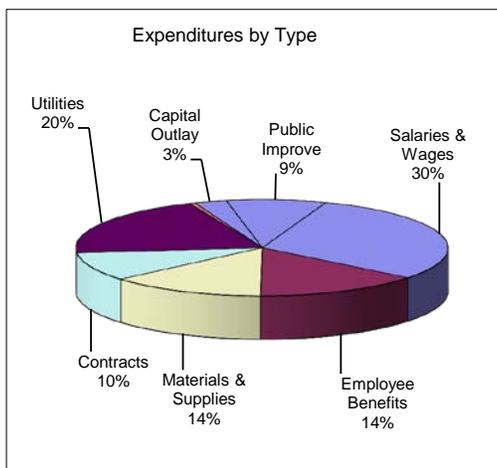
The division ensures the public's health and safety and promotes economic development by providing timely, cost effective preventative maintenance and repair to all public streets, bridges, and storm drainage systems within City owned right-of-way. Staff also assist with maintenance of public alleys;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

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
2	5	5	5
1	1	1	1
1	1	1	1
18	17	17	1
13	13	13	3
3	3	3	13
3	1	1	18
3	4	4	3
46	47	47	47

Operating Budget Summary



	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	1,646,147	1,867,099	1,867,099	1,967,316
Employee Benefits	583,500	841,690	841,690	941,805
Materials & Supplies	820,660	879,600	879,600	883,100
Contracts	441,409	567,900	567,900	627,390
Outside Services	1,518,355	1,325,000	1,325,000	1,325,000
Transfers	35,970	31,000	31,000	32,000
Capital Outlay	363,139	375,000	407,000	183,000
Public Improvements	1,675,076	1,820,000	1,820,000	564,000
Total	7,084,256	7,707,289	7,739,289	6,523,611
Revenue Sources:				
State Fuel Taxes	2,804,944	2,774,480	2,774,480	2,765,740
Misc Grants	0	0	0	0
Street Cuts	220,612	330,000	330,000	250,000
Interest	8,117	450	450	450
Principal	8,870	6,750	6,750	6,750
Other Rev	65,291	10,000	42,000	42,000
Interfund Trfer	2,215,280	2,590,270	2,590,270	1,286,000
Fund Balance	1,761,142	1,995,339	1,995,339	2,172,671
Total	7,084,256	7,707,289	7,739,289	6,523,611

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
- 0

Current Year Activity/Achievements

- Continuing major sign replacement program in order to comply with new sign reflectivity standards
- Installed two (1) camera video detection systems at the intersections of 36th Street & Faraon
- As part of a long-term replacement program, over 1,200 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; this year, on top of normal scheduled events, the 2018 Air Show may end up being a large expenditure of time and materials

Performance Statistics

- Two (2) Cabinet & Controller sets were upgraded
- Preventive Maintenance on traffic signal devices at 25 locations
- 5 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

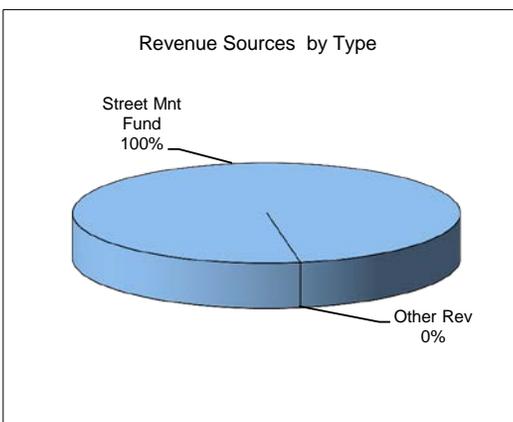
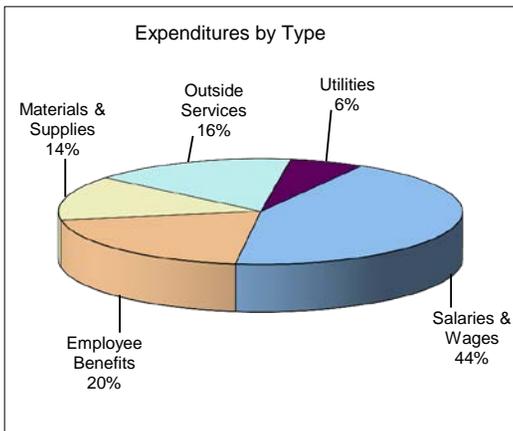
Division staff maintain, repair and install the traffic control devices throughout the City, including traffic, fire, pedestrian and school signals, weather stations, traffic signs and on and off-street pavement markings in order to protect the safety of vehicular and pedestrian traffic. Staff also research 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

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
3	3	3	2
1	1	2	3
1	1	1	1
2	2	2	2
8	8	9	9

Operating Budget Summary



	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	302,992	367,979	367,979	336,980
Employee Benefits	109,179	168,239	168,239	157,555
Materials & Supplies	53,374	87,000	87,000	105,000
Outside Services	110,835	121,150	121,150	126,150
Utilites	46,286	46,000	46,000	46,000
Capital Outlay	34,312	0	0	0
Total	656,978	790,368	790,368	771,685
Revenue Sources:				
Other Rev	2,892	0	0	0
Street Mnt Fund	654,085	790,368	790,368	771,685
Total	656,978	790,368	790,368	771,685

SNOW & ICE CONTROL

Program 2150

Program Description

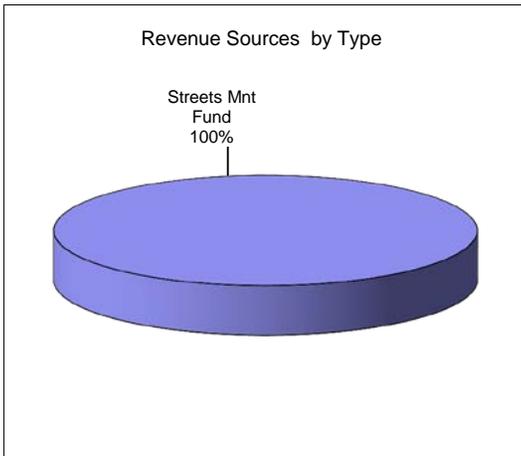
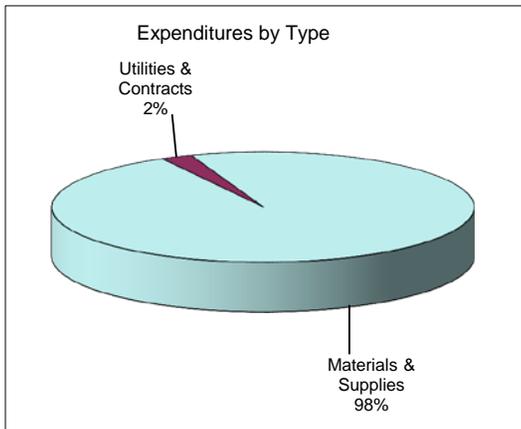
This program tracks and manages the materials and purchases associated with the yearly expenses of snow and ice control.

Staffing Detail

N/A

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Materials & Supplies	212,971	448,300	448,300	448,300
Utilities & Contracts	9,608	11,000	11,000	11,000
Capital Outlay	0	0	0	0
Total	222,579	459,300	459,300	459,300
Revenue Sources:				
Other Rev	0	0	0	0
Streets Mnt Fund	222,579	459,300	459,300	459,300
Total	222,579	459,300	459,300	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

-
- Have completed 100% of the multi-year sewer district cleaning program, have started another run through
- Have completed a number of pre-acceptance CCTV inspections of new sewers
- Working on implementation of the Asset Management System
- Continued working with Utility Support Services by dye testing indicated properties in order to verify sewer connections

Budget Challenges/Planned Initiatives

- Keep up with ever changing state and federal rules and regulations
- Keep up with needed sewer and inlet repairs
- Update lighting at facility
- Update main equipment entrance with electric gates
- Initiate a voluntary collections system licensing program for employees

Performance Statistics

- Total miles of sanitary sewer line: 409.06
- Length of lines cleaned: 281,412 ft. or 53. miles
- Length of sewer line inspected w/closed circuit TV: 58,111 ft. or 11 miles
- Number of inlets repaired/replaced: 176
- Number of inlets cleaned: 1,744
- Number of dye tests performed: 128
- Number of cave-ins repaired: 38 by City crews, 47 by contractors
- Length of sewer lines CIPP lined: 13,036 ft. or 2.47 miles

SEWER MAINTENANCE

Program 6430

Program Description

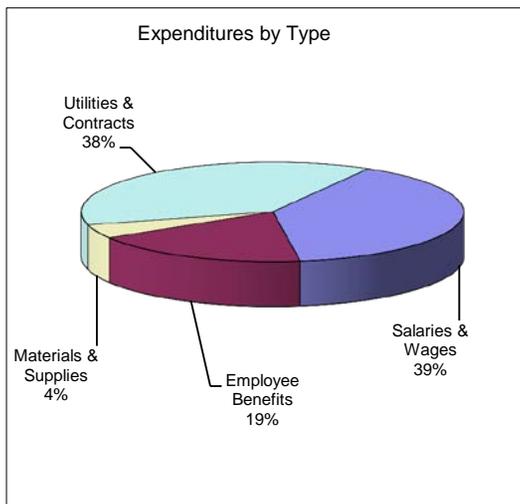
Staff maintain the physical integrity of the system. To avoid system breaks, spills, etc., crews inspect, clean, maintain, and repair the wastewater and storm sewer collection system. This includes all City sewers, manholes, and storm sewer inlets located outside the water protection plant.

Staffing Detail

Sewer Maintenance Supervisor
 Senior Work Leader
 Utility Locator
 TV Sewer Technician
 Work Leader
 Utility Locator Technician
 Equipment Operator III
 Auto Meahanic
 Equipment Operator II
 Senior Account Clerk
 Equipment Operator I
 Sewer Maintenance Laborer

2016-17	2017-18		2018-19
	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
0	1	1	5
0	1	1	1
3	3	3	2
2	2	2	1
5	5	5	3
7	7	7	7
23	25	25	25

Operating Budget Summary



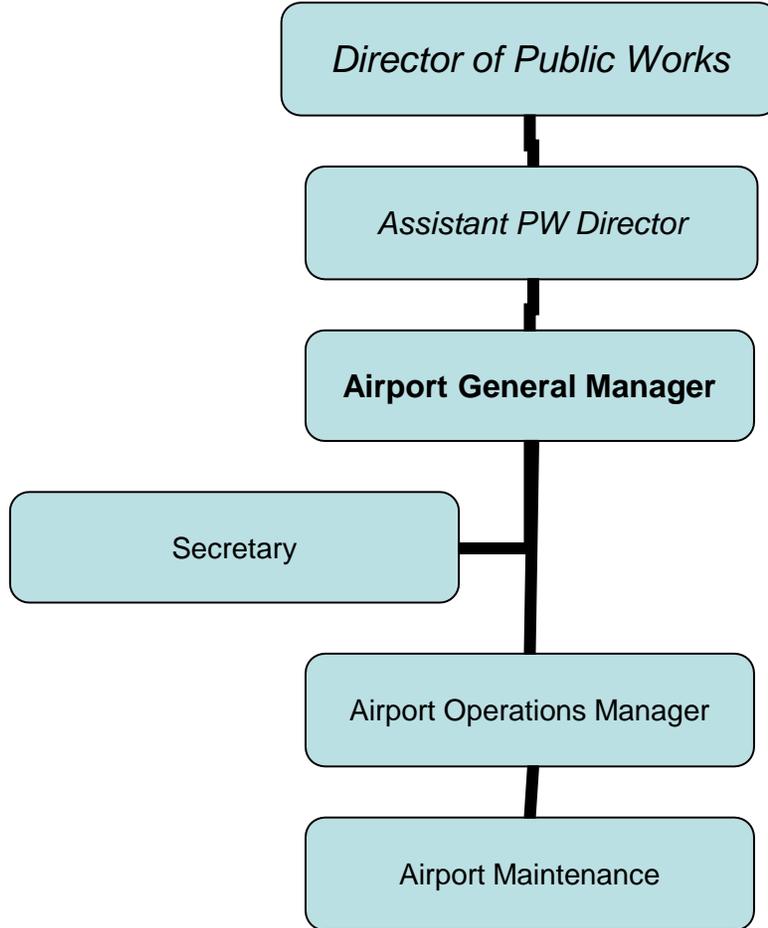
Expenditures:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	879,312	952,378	952,378	987,921
Employee Benefits	315,285	447,139	447,139	465,515
Materials & Supplies	80,814	111,600	111,600	113,100
Utilities & Contracts	619,175	897,305	897,305	942,661
Insurance & Other	0	0	0	0
Capital Equipment	24,772	189,500	265,861	0
Public Improvements	0	0	0	0
Total	1,919,358	2,597,922	2,674,283	2,509,197

Revenue Sources:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Other Grants	0	0	0	0
Other Rev	11,180	0	0	0
Transfers	3,250	3,250	3,250	3,250
Sewer Charges	1,904,928	2,594,672	2,671,033	2,505,947
Total	1,919,358	2,597,922	2,674,283	2,509,197

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
- Maintain FAA lease agreement for Facilities
- Meet/exceed compliance requirements evaluated during annual FAA Part 139 Airfield Safety Inspection
- 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
- Manage land/property leases with tenants to resolve any deficiencies and monitor compliance

Current Year Activity/Achievements

- During annual FAA Part 139 Airfield Inspection, Rosecrans Airport received zero discrepancies, thereby receiving a Medal of Excellence
- Completion of a major runway reconstruction project, including lighting, signage and markings
- Complete hangar taxiway and apron pavement reconstruction projects
- Wildlife Perimeter Fence project in progress to be completed in FY18
- Initial planning of the August 2017 Eclipse event with several entities
- Solar Eclipse Event held at Rosecrans August 21, 2017
- Obtained new paint striper for marking airfield per FAA regulations

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

Performance Statistics

- Total Based Aircraft (2017): 72 (10-military; 62-general aviation, corporate, medical, agricultural)
- Total Aircraft Operations (2017 takeoff/landings): 17,891 compared to 2016 total of 18,611
- Total Volume Aircraft Fuel Sales (2017): 241,712 gallons compared to 2016 total of 194,359
- Hangar Occupancy: 34 existing t-hangars with 2 vacant

AIRPORT OPERATIONS

Program 1310

Program Description

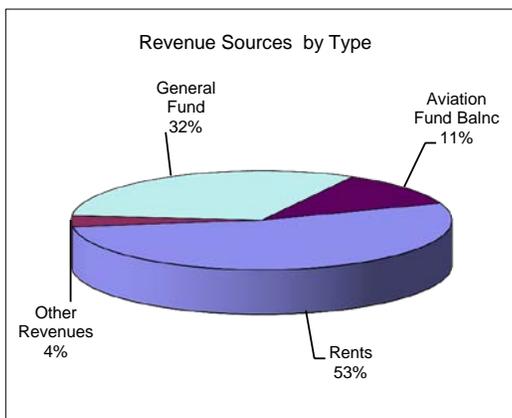
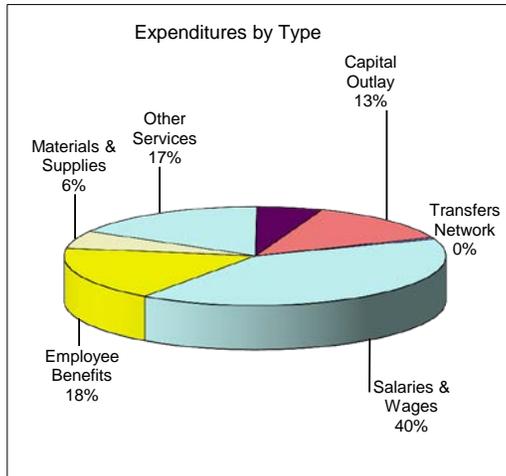
To improve the economic climate of the airport and attract additional general aviation and commercial operations this program oversees airport maintenance and operations. The program derives revenue through facility, hangar and land rents. Deficits are financed through transfers from the SIM&R Fund. 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

Staffing Detail

Airport Manager
 Airport Operations Manager
 Airport Maintenance Specialist
 Secretary

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
3	3	3	3
1	1	1	1
6	6	6	6

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	290,997	296,549	296,549	304,846
Employee Benefits	96,472	128,600	128,600	133,779
Materials & Supplie	23,113	44,040	44,040	44,040
Other Services	104,218	207,374	207,374	127,179
Utilities	39,458	42,100	42,100	42,100
Capital Outlay	0	43,000	43,000	100,000
Capital Improvemer	32,892	0	0	0
Transfers	0	0	0	0
Transfers Network	5,450	4,000	4,000	4,000
Total	592,599	765,663	765,663	755,944
Revenue Sources:				
Rents	384,296	398,587	398,587	403,772
Other Revenues	33,722	102,890	102,890	26,780
Interest Earnings	1,625	100	100	100
General Fund	161,182	128,290	128,290	238,290
Aviation Fund Balnc	11,774	135,796	135,796	87,002
Total	592,599	765,663	765,663	755,944

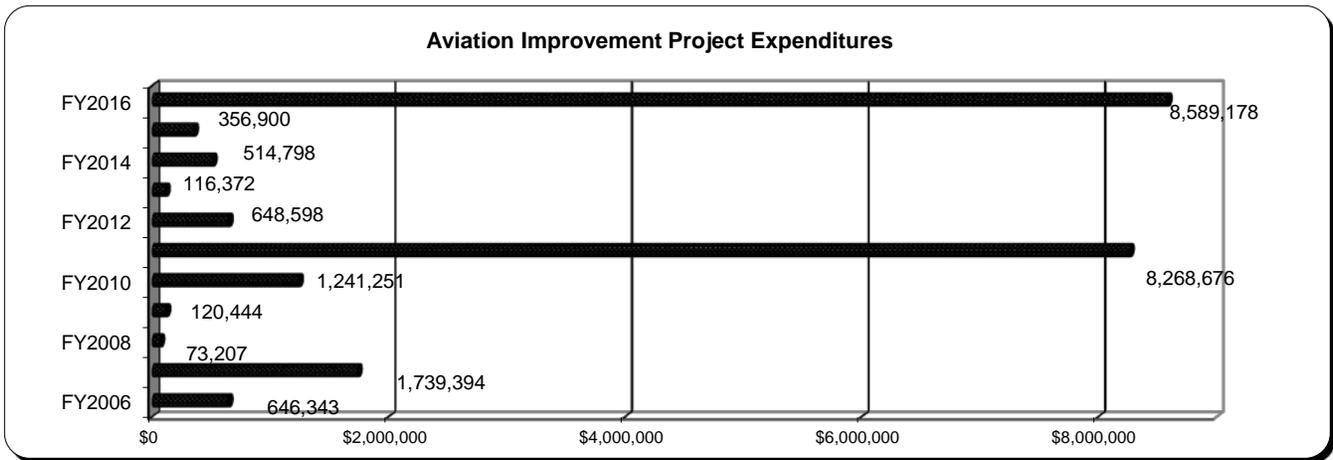
AVIATION FUND IMPROVEMENT PROJECTS

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.

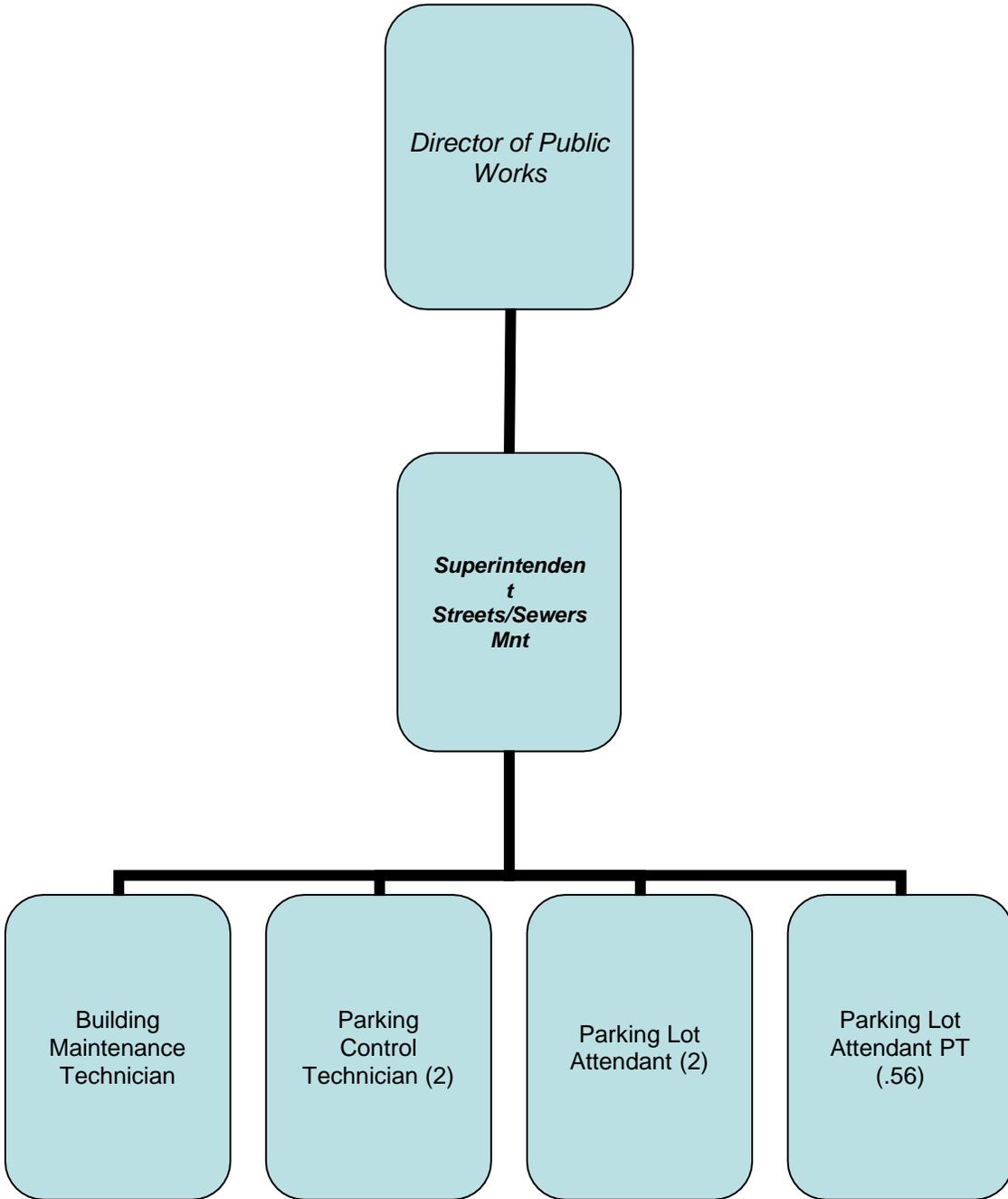
CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Capital Budget Summary

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Outside Services	449,532	0	176,693	250,000
Capital Equipment	0	0	0	0
Improvement Proj's	1,494,791	2,546,000	2,546,000	6,950,000
Total	1,944,324	2,546,000	2,722,693	7,200,000
Revenue Sources				
Grants	2,405,711	2,291,400	2,450,424	6,260,000
Transfers & Other	368,090	254,600	272,269	940,000
Aviation CIP FB	(829,477)	0	0	0
Total	1,944,324	2,546,000	2,722,693	7,200,000

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

Performance Statistics

- Tickets issued by staff: 5,445
- Collection letters issued before legal notices issued: \$ 18,036.50
- Collection letters issued after legal notices issued: \$ 33,133.89
- Currently there are 1,602 available parking spaces in the central business district, a combination of on-street parking, parking lots and parking garages.

PARKING MAINTENANCE

Program 1550

Program Description

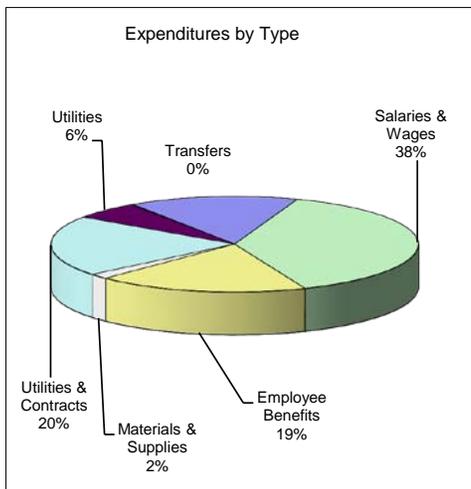
Parking staff provide safe, well maintained parking opportunities for the public who work and shop in the Central Business District through the maintenance and repair of parking garages, surface lots, and on-street parking spaces. Staff maintain ticket dispensers and electronic gates; enforce traffic and parking regulations, and staff garage collection booths.

Staffing Detail

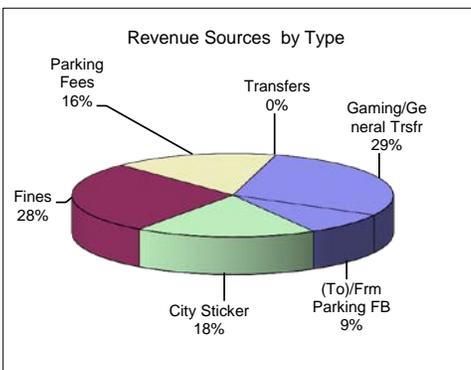
Building Maintenance Technician
 Parking Lot Attendant
 Parking Control Technician
 Prkg Lot Attendant (PT) 4.5 hrs/day

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
2	2	2	2
2	2	2	2
0.56	0.56	0.56	0.56
5.56	5.56	5.56	5.56

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	163,391	173,666	173,666	204,984
Employee Benefits	61,401	80,873	80,873	99,781
Materials & Supplies	3,686	9,200	9,200	9,200
Utilities & Contracts	31,425	46,160	46,160	110,090
Utilities	26,493	31,600	31,600	31,600
Transfers	69,093	75,347	75,347	0
Transfers Network	1,090	1,000	1,000	1,000
Capital	9,630	0	0	0
Capital Outlay	0	0	0	80,000
Total	366,209	417,846	417,846	536,655



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Revenue Sources:				
City Sticker	98,728	97,500	97,500	97,500
Fines	102,068	110,100	110,100	150,100
Parking Fees	94,324	94,400	94,400	88,500
Interest & Other	635	100	100	100
Transfers	119	0	0	0
Gaming/General Trsfr	6,500	6,500	6,500	153,500
(To)/Frm Parking FB	63,836	109,246	109,246	46,955
Total	366,209	417,846	417,846	536,655

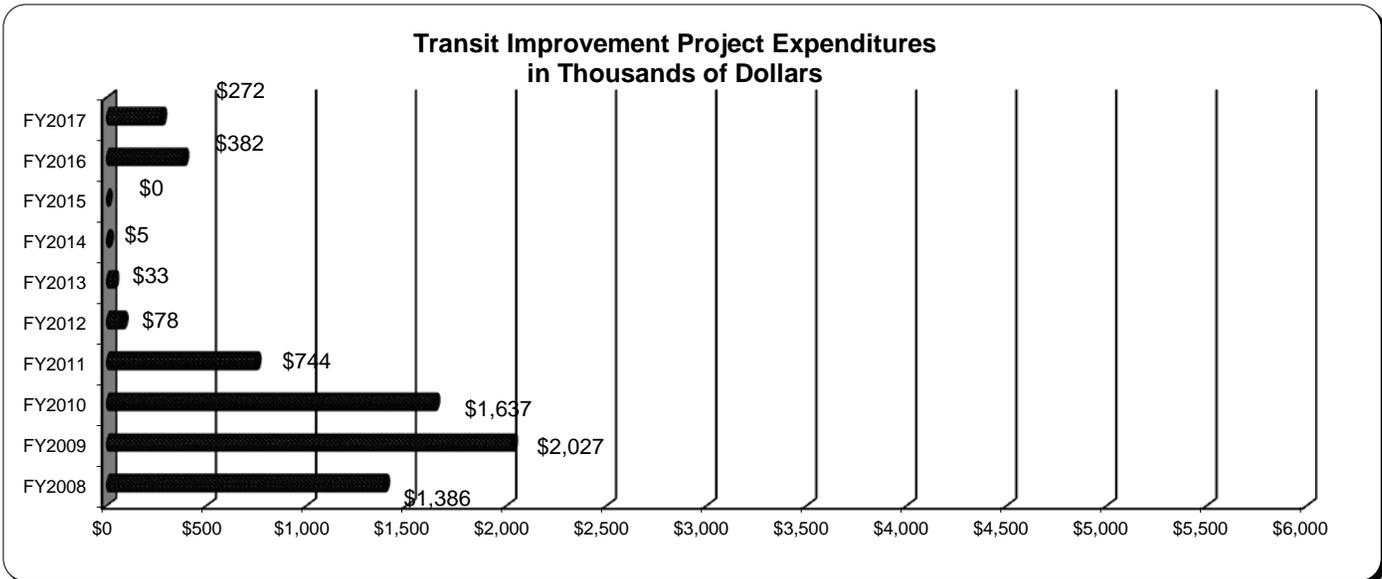
PARKING FUND IMPROVEMENT PROJECTS

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).

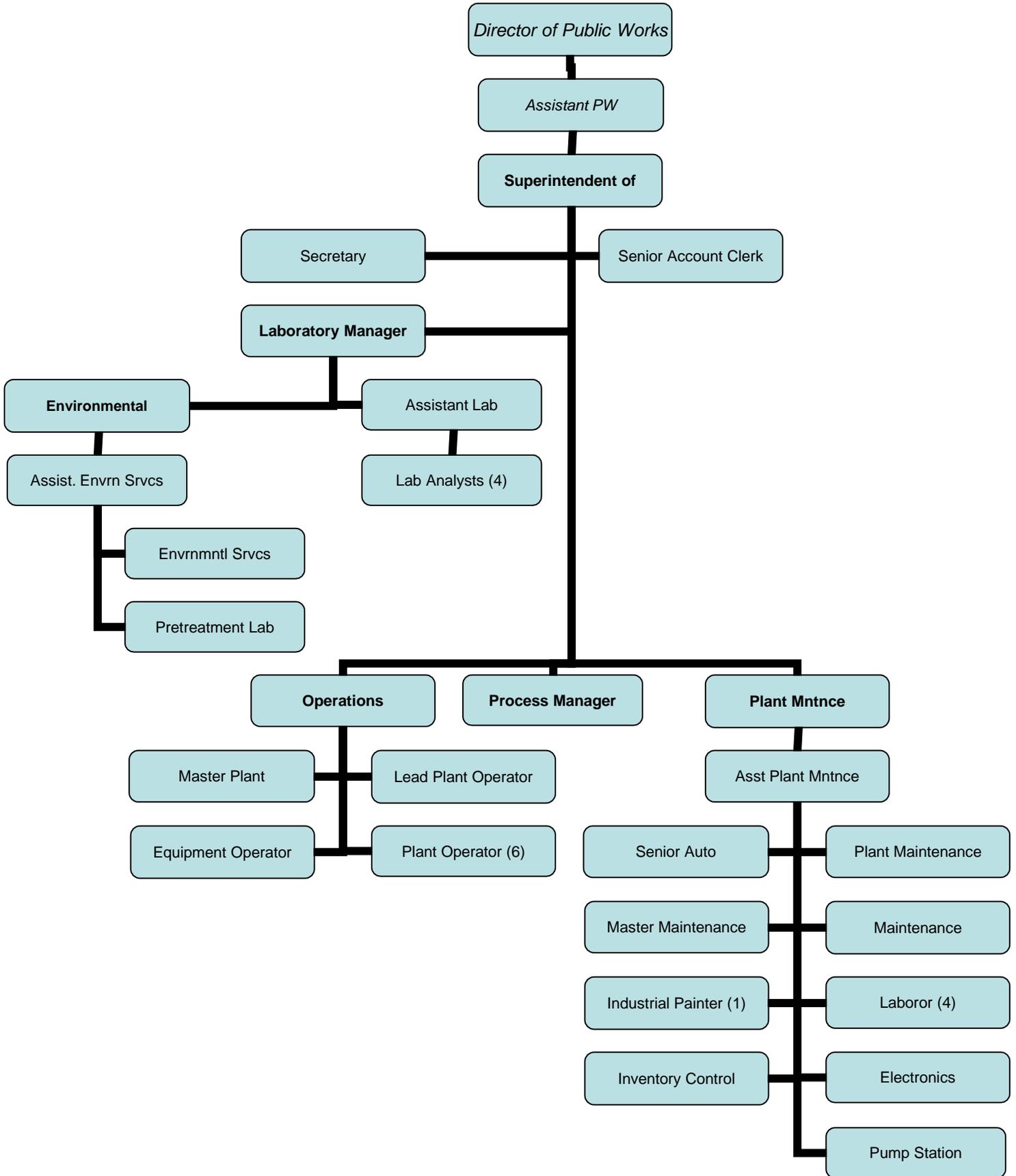
CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Capital Budget Summary

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Materials & Services	1,288,788	382,455	382,455	272,455
Capital Outlay	0	0	0	0
Improvement Projs	0	0	0	0
Total	1,288,788	382,455	382,455	272,455
Revenue Sources				
Grants	0	0	0	0
Transfers	1,288,788	382,455	382,455	272,455
Total	1,288,788	382,455	382,455	272,455

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 next 20 years
- Continue Seasonal operation of the U.V. Wastewater Effluent Disinfection System

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 is down to 14.5 million gallons per day. This is a reduction of 2.5 million gallons per day due the separation of Whitehead Creek out of the 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

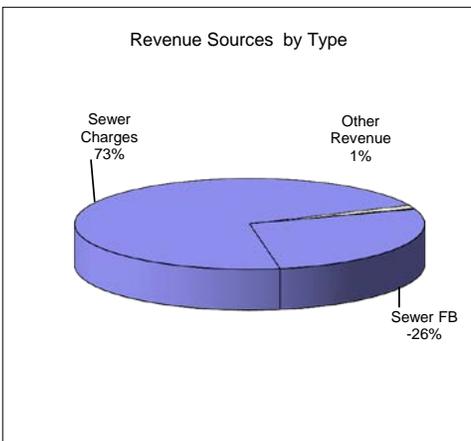
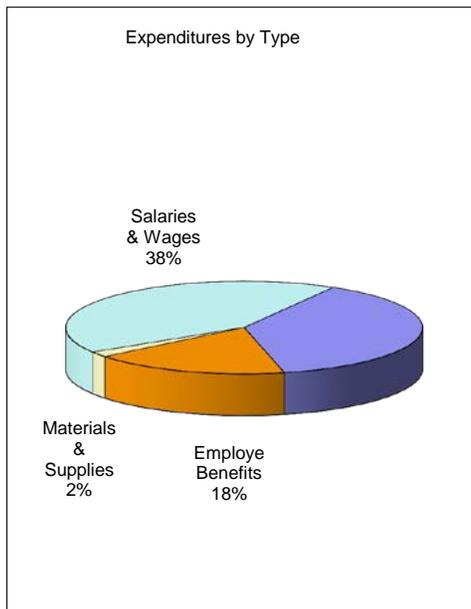
Provides administrative and management support for the sewer treatment plant, pumping stations, airport lagoon system and laboratory. Staff provide internal management duties, oversees regulatory compliance, monitors wastewater classes and licenses, and responds to regulatory inquiries to ensure environmental protection and to protect public health.

Staffing Detail

Wastewater Treatment Superintendent	
Environmental Services Supr	moved to 6350 FY18
Ast. Environmental Service Supr	moved to 6350 FY18
Secretary	

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	0	0	0
1	0	0	0
1	1	1	1
4	2	2	2

Operating Budget Summary



	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	160,496	112,410	112,410	169,654
Employee Benefits	68,989	56,511	56,511	79,391
Materials & Supplies	10,667	8,400	8,400	8,400
Outside Services	228,407	232,360	232,360	188,416
Utilities	0	0	0	0
Capital Outlay	0	0	0	0
Capital Improvements	0	0	0	0
Bad Debt	607,141	500,000	500,000	500,000
Debt Serv-Princ	6,971,622	7,592,900	7,592,900	9,892,660
Debt Serv-Interest	4,948,706	4,569,018	4,569,018	6,303,384
Transfers	1,928,339	1,841,401	1,841,401	2,196,642
Transfers Computer N	30,520	34,000	34,000	36,000
Total	14,954,888	14,947,000	14,947,000	19,374,547
Revenue Sources:				
Sewer Charges	28,482,181	29,662,952	29,662,952	30,530,500
User Charges	0	0	0	0
Other Revenue	625,002	523,727	523,727	523,727
Prin Earnings	14,488	0	0	15,000
Interest Earnings	241,224	20,000	20,000	100,000
Sewer FB	(14,408,007)	(15,259,679)	(15,259,679)	(11,794,680)
Total	14,954,888	14,947,000	14,947,000	19,374,547

LABORATORY

Program 6350

Program Description

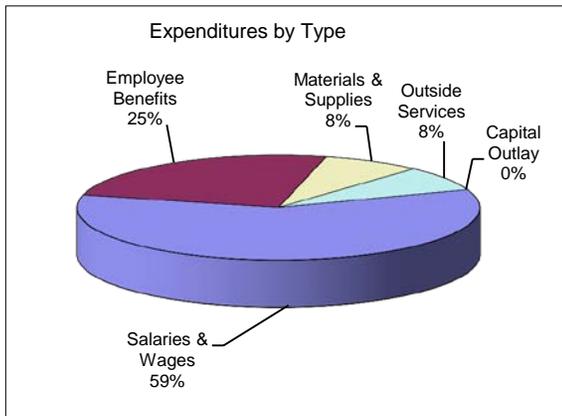
The Laboratory monitors compliance with regulatory agencies such as MDMR, the EPA as well as the City's Pre-Treatment Ordinance. Staff gather field samples and conduct testing. This also allows for industrial cost recovery based on the use of the treatment plant and collection system by industrial users.

Staffing Detail

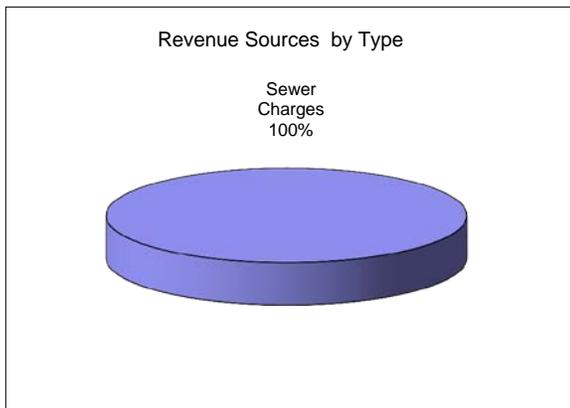
Technical Services Manager	
Environmental Services Supr	Moved from 6310 in FY18
Assistant Environmental Services Supr	Moved from 6310 in FY18
Assistant Laboratory Manager	
Pre-treatment Compliance Technician	
Laboratory Analyst	
Environmental Services Technician	

2016-17 Actual	2017-18		2018-19 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
0	1	1	1
0	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4
1	1	1	1
8	10	10	10

Operating Budget Summary



	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Salaries & Wages	352,303	451,263	451,263	459,660
Employee Benefits	111,199	188,127	188,127	193,234
Materials & Supplies	78,484	61,372	61,372	61,372
Outside Services	73,836	59,680	59,680	59,680
Capital Outlay	0	27,000	27,000	0
Total	615,823	787,442	787,442	773,946
Revenue Sources:				
Sewer Charges	615,823	787,442	787,442	773,946
Total	615,823	787,442	787,442	773,946



Water Protection Plant

Program 6330

Program Description

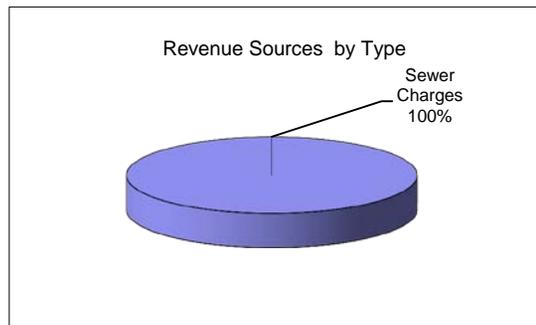
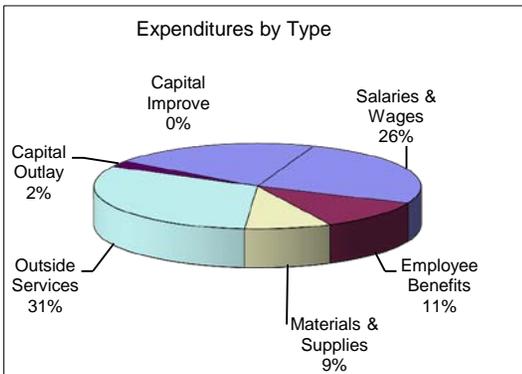
Staff operate and maintain all treatment plant facilities and equipment and monitor compliance with effluent guidelines established by the Environmental Protection Agency (EPA) and Missouri Department of Natural Resources (MDNR) in order to protect public health and the environment.

Staffing Detail

- Plant Maintenance Supervisor
- Operations Manager
- Asst Plant Maintenance Supervisor
- Master Plant Operator
- Electronics Technician
- Senior Work Leader
- Master Maintenance Electrician
- Indust Maint Tech
- Lead Plant Operator
- Plant Operator II
- Pump Station Collection Technician
- Senior Auto Mechanic
- Plant Operator
- Maintenance Technician
- Inventory Control Technician
- Industrial Painter
- Senior Account Clerk
- Laborer
- Engineering Clerk PT (25 hrs/wk)

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
	1	1	1	1
	1	1	1	1
	1	1	1	1
	1	1	1	1
	3	3	3	3
	1	1	1	1
	1	1	1	1
	10	10	10	10
	2	2	2	2
	3	3	3	3
	2	2	2	2
	1	1	1	1
	11	11	11	11
	2	2	2	2
	1	1	1	1
	1	1	1	1
	1	1	1	1
	4	4	4	4
	0.625	0.625	0.625	0.625
	47.625	47.625	47.625	47.625

Operating Budget Summary



	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	1,756,201	1,992,516	1,992,516	2,229,352
Employee Benefits	579,090	872,165	872,165	961,507
Materials & Supplies	725,652	738,135	738,135	738,135
Outside Services	2,357,224	2,392,730	2,392,730	2,698,473
Capital Outlay	0	271,000	271,000	195,000
Capital Improve	0	0	0	0
Utilities	1,758,544	1,771,725	1,771,725	1,771,725
Transfers	0	0	0	0
Total	7,176,710	8,038,272	8,038,272	8,594,192
Revenue Sources:				
Grants & Other	0	0	0	0
Other Rev	51,802	62,070	62,070	62,070
Transfers	11,929	0	0	0
WPC Fund Balance	7,124,908	7,976,202	7,976,202	8,532,122
Total	7,188,639	8,038,272	8,038,272	8,594,192

WATER PROTECTION FUND IMPROVEMENT PROJECTS

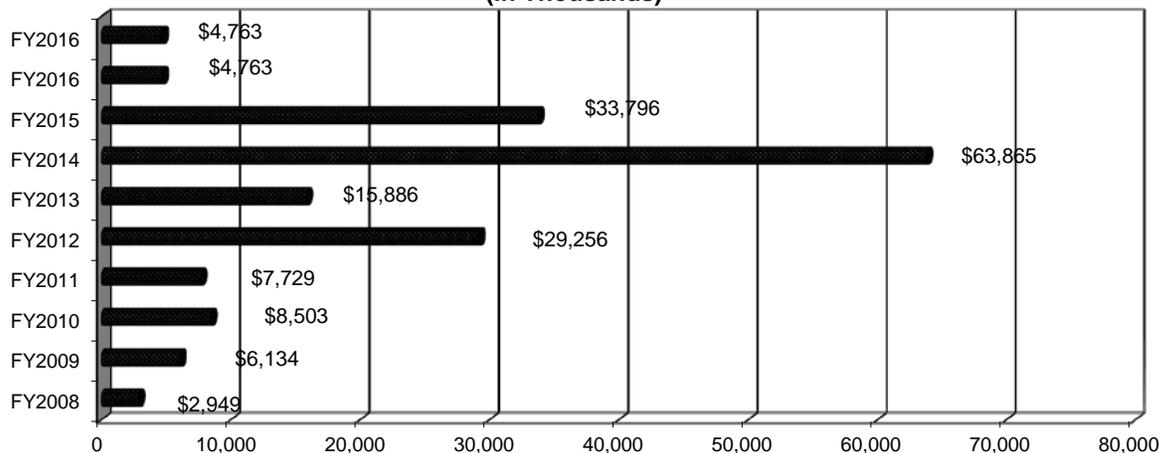
Program 1240

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

**Sewer Improvement Project Expenditures
(In Thousands)**



Capital Budget Summary

	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Services	808,887	75,000	75,000	0
Capital	847,402	610,497	610,497	343,163
Capital Improvemen	45,544,956	21,001,555	21,054,482	28,453,210
Debt Serv- Princ	0	0	0	0
Debt Serv - Interest	0	0	0	0
Total	47,201,245	21,687,052	21,739,979	28,796,373
Revenue Sources				
Sewer Charges	0	0	0	0
Interest & Other Rv	22,204	700	700	700
Grants	0	0	0	0
Appropriation Fund	0	13,624,102	0	7,346,387
Bond Revenues/Int	16,066,058	8,062,250	8,062,250	21,449,986
Sewer FB	31,112,983	-	13,677,029	(700)
Total	47,201,245	21,687,052	21,739,979	28,796,373

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)

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.
- Miscellaneous facility repairs and customer amenities are planned using federal capital grants.
- Several facility repairs and customer amenity improvements planned (grant funded)

Performance Statistics

- Performance Statistics: FY2016 FY2017 FY2018(Projected)
- On-Time Performance 98.8% 98.5% 98.2%
- Number of fare paying passengers (w/o transfers) 352,153 357,219 395,000
- Number of trips (including transfers) 414,198 417,497 419,600
- Percent of operating budget funded by paying riders 5.4% 5.6% 5.6%
- Percent of "half fare" passengers 20% 19% 20%
- Cost per trip per passenger \$11.80 \$11.86 \$12.00
- Number of deviations 57,322 57,347 57,600

*trip = passenger ride from one bus or one point to another

MASS TRANSIT OPERATIONS

Program 1710

Program Description

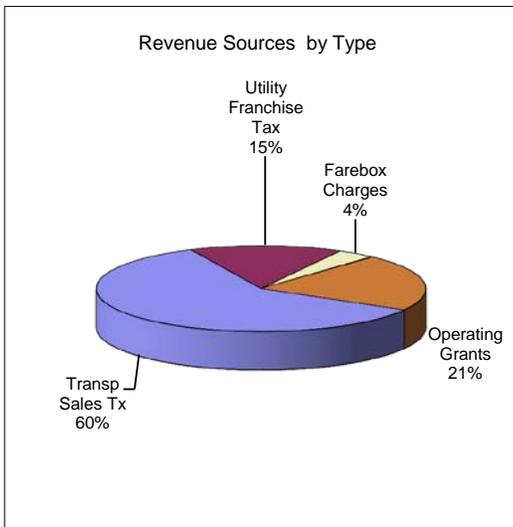
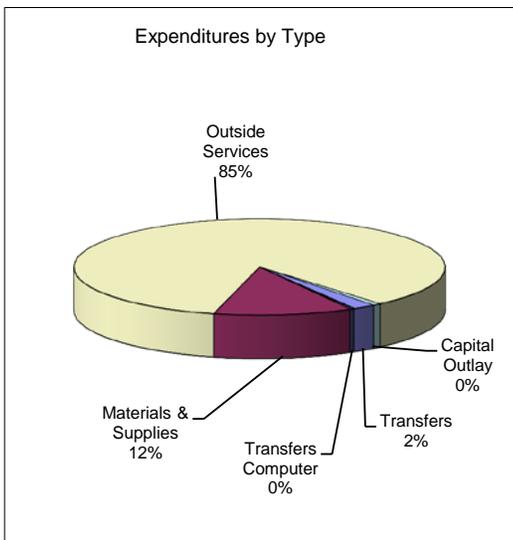
The transit system provides a safe, convenient, and affordable means of transportation. It strives to equally serve the needs of the disabled community through both fixed route and curb to curb services.

Staffing Detail

Mass Transit staff (53) are employed by the City's transit contractor.

2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual Budget

Operating Budget Summary



Expenditures:	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Travel/Training	2,344	8,367	8,367	13,200
Materials & Supplies	345,868	724,995	724,995	724,995
Outside Services	4,751,703	5,006,498	5,057,998	5,092,459
Utilities	33,537	41,400	41,400	41,400
Capital Outlay	0	0	99,163	0
Capital Improve	0	0	0	0
Transfers	149,099	239,506	239,506	119,135
Transfers Computer	17,440	12,000	12,000	12,000
Total	5,299,991	6,032,766	6,183,429	6,003,189

Revenue Sources:	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Transp Sales Tx	4,607,892	4,688,159	4,698,159	4,687,100
Utility Franchise Tax	1,159,486	1,205,848	1,240,848	1,176,100
Farebox Charges	312,453	291,100	299,400	291,300
Other Revenues	31,985	3,500	2,600	3,500
Interest & Other	93,744	8,500	8,500	8,500
Operating Grants	1,774,210	1,637,000	1,688,500	1,688,500
Capital Grant	25,774	0	0	0
Transit FB	(2,705,552)	(1,801,342)	(1,754,579)	(1,851,811)
Total	5,299,991	6,032,766	6,183,429	6,003,189

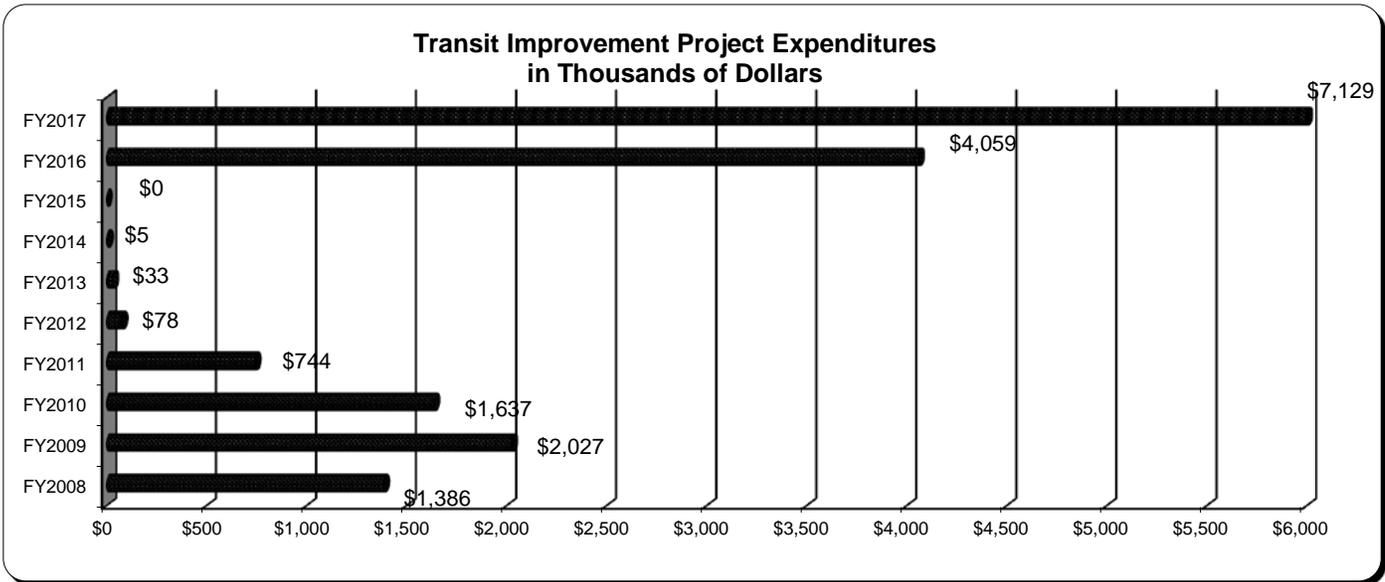
TRANSIT FUND IMPROVEMENT PROJECTS

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

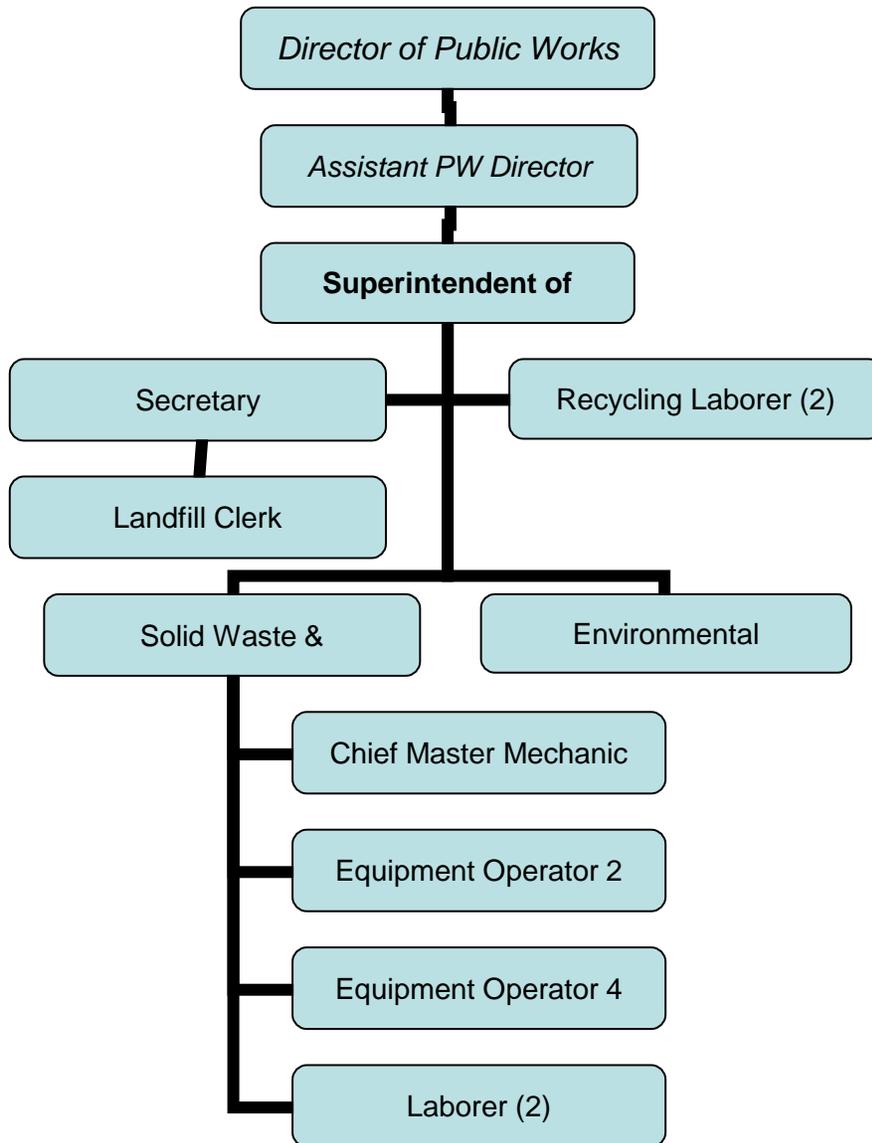


Capital Budget Summary

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Materials & Services	0	0	0	0
Capital Outlay	96,445	3,710,406	3,710,406	6,780,000
Improvement Projs	0	349,000	349,000	349,000
Total	96,445	4,059,406	4,059,406	7,129,000
Revenue Sources				
Grants	0	3,667,540	3,667,540	5,415,400
Transit Sales Tax	0	0	0	0
Transit FB	96,445	391,866	391,866	1,713,600
Total	96,445	4,059,406	4,059,406	7,129,000



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 yardwaste 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

- 57,665 transactions processed at Landfill in 2017
- 129,522.14 tons of solid waste received in 2017
- 2,354.07 tons of yard waste received in 2017
- 4 MDNR inspections passed
- 7,605 tires received and processed in 2017
- 1,202 appliances received in 2017
- 1,138,301 pounds of material received at the Recycling Center
- 1,039 vehicles and 107,340 pounds received in 2017 during the household hazard waste collection
- 533.59 tons of debris received in 2017 during clean sweep operation
- Completed second siltation basin under the new erosion control plan

Budget Challenges/Planned Initiatives

- Proper compaction and cover active fill
- Receive zero violations with MDNR
- 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 Stage 7 plus

Performance Statistics

- Number of tons of solid waste received at the landfill 129,522.14 tons
- Number of pounds of material dropped at the Recycling Center 1,138,301
- Percent of pounds of recycling material compared to tons of landfill material .0043%
- Number of transactions processed at the landfill 57,665
- Number of pounds of materials collected at Household Hazardous Waste events 107,340
- Number of vehicles through Recycling Center 41,977
- Tons of debris received in 2017 during clean sweep operation 533.59

LANDFILL OPERATIONS

Program 6110

Program Description

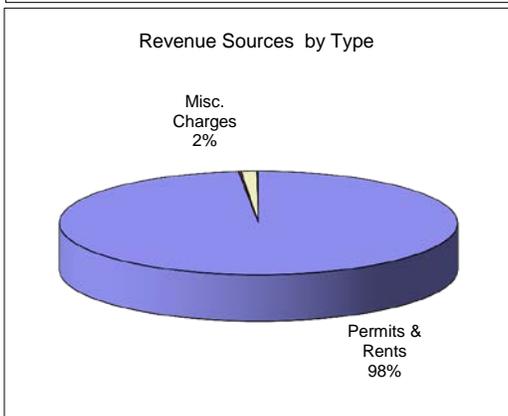
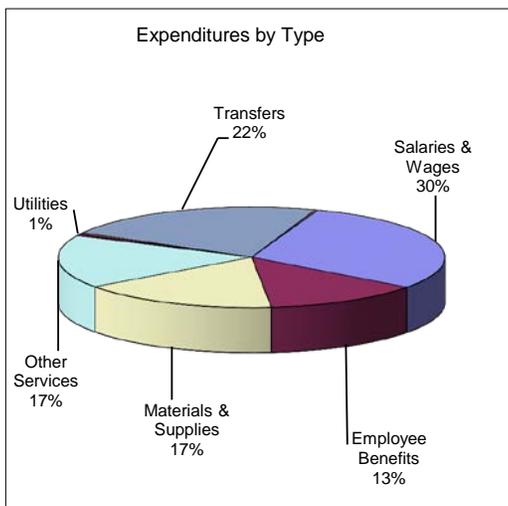
The Landfill staff provide the citizens of St. Joseph and surrounding areas with a comprehensive, cost effective, environmentally safe solid waste management program through efficient daily operations at the existing landfill, through proper maintenance of the three closed landfills, and through development of new disposal areas for the future.

Staffing Detail

- Superintendent of Solid Waste
- Solid Waste & Recycling Supervisor
- Chief Master Mechanic
- Equipment Operator IV
- Environmental Technician
- Secretary
- Equipment Operator II
- Landfill Clerk
- Laborer

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
8	8	8	8
2	2	2	1
1	1	1	1
2	2	2	2
1	1	1	1
1	1	1	2
18	18	18	18

Operating Budget Summary



Expenditures:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	753,717	815,588	815,588	813,958
Employee Benefits	243,037	354,108	354,108	361,348
Materials & Supplies	308,026	455,900	455,900	455,900
Other Services	416,367	544,202	544,202	468,722
Utilities	13,387	15,600	15,600	15,600
Capital Outlay	0	0	0	12,000
Transfers	1,049,581	574,892	574,892	610,892
Transfers Network	4,360	5,000	5,000	6,000

Total

Revenue Sources:

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Permits & Rents	4,097,228	3,770,000	3,770,000	4,760,000
Misc. Charges	19,697	10,300	10,300	10,300
Interest Earnings	40,743	10,100	10,100	60,100
Gas to Energy Sales	3,688	2,500	2,500	2,500
Rents	4,511	4,500	4,500	4,500
Interfund Trfer	(1,377,392)	(1,032,110)	(1,032,110)	(2,092,980)
Total	2,788,475	2,765,290	2,765,290	2,744,420

LANDFILL FUND IMPROVEMENT PROJECTS

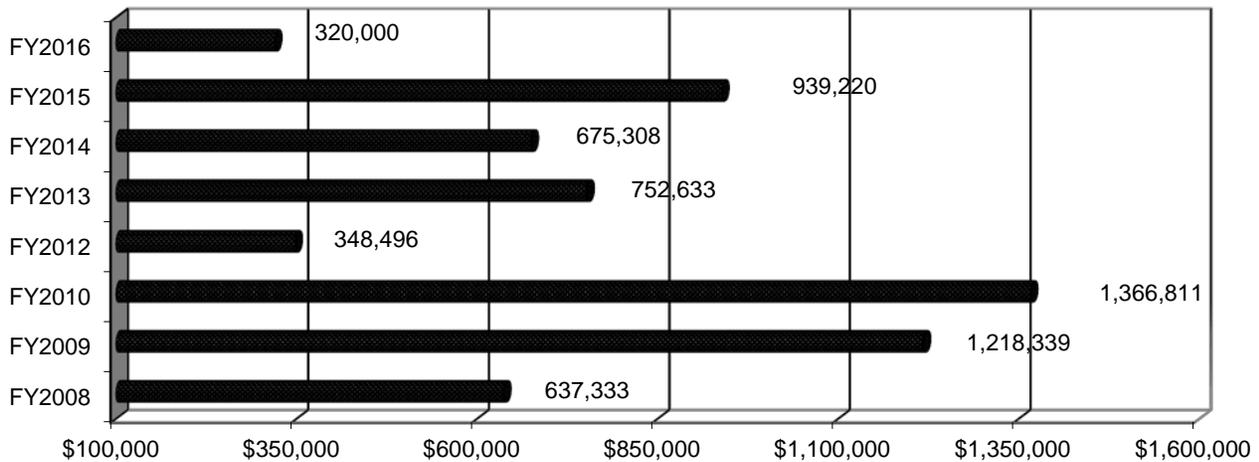
Program 1260

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

	2015-16 Actual	2016-17 Adopted Budget	2016-17 Estimated Actual	2017-18 Budget
Expenditures				
Professional Services	0	0	0	135,000
Capital Outlay	74,739	136,300	136,300	0
Improvement Proj's	0	371,915	371,915	1,090,000
Total	74,739	508,215	508,215	1,225,000
Revenue Sources				
Landfill Fees	74,739	508,215	508,215	1,225,000
Total	74,739	508,215	508,215	1,225,000

RECYCLING OPERATIONS

Program 6150

Program Description

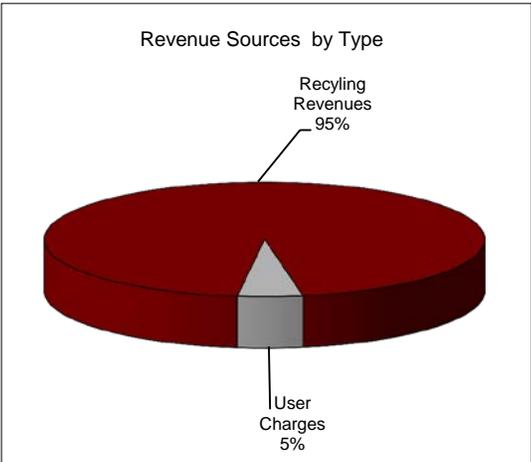
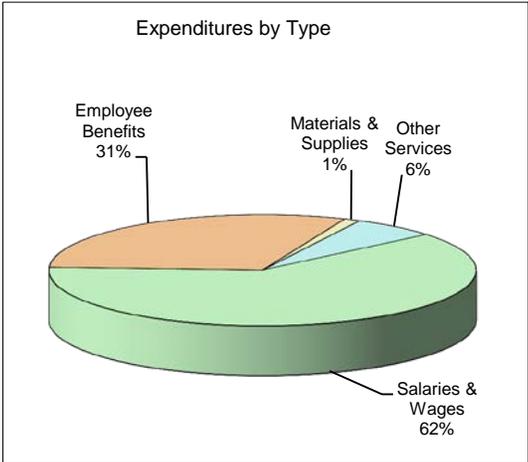
The recycling center was opened in 1995 to reduce the volume of waste that otherwise would be sent to a landfill by providing a drop-off site which collects eight types of products.

Staffing Detail

Laborer

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
2	2	2	2

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	62,649	64,974	64,974	68,312
Employee Benefits	23,531	31,903	31,903	33,689
Materials & Supplies	877	1,350	1,350	1,350
Other Services	10,872	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	101,178	108,507	108,507	113,631
Revenue Sources:				
User Charges	1,000	1,000	1,000	1,000
Recycling Revenues	13,981	10,000	10,000	20,000
Recycling FB	86,197	97,507	97,507	92,631
Total	101,178	108,507	108,507	113,631



OTHER PROGRAMS

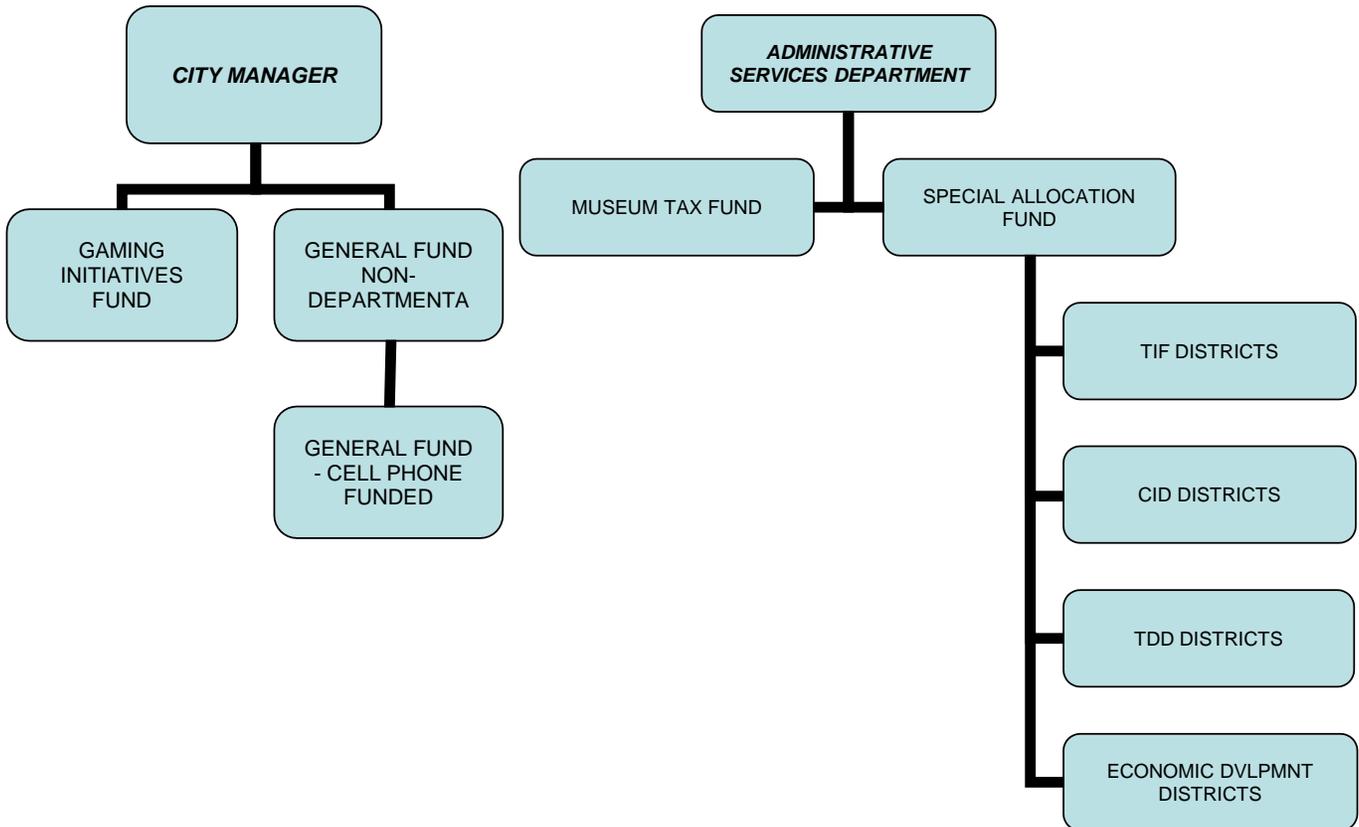
The City of St. Joseph's has several departments with no staff. All but one of these programs have their own funding sources.

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: \$ 12,944,588



OTHER PROGRAMS SUMMARY

		2016-17	2017-18		2018-19
		Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE					
Materials, Professional & Contracted Svcs		3,422,131	2,667,545	2,692,545	3,069,352
Debt Service, Reimbursed Expenditures		6,263,309.8	7,776,340	7,776,340	7,874,360
Transfers		2,772,022	1,770,642	1,832,629	1,267,215
Capital Outlay		256,740	685,500	326,500	733,661
		<u>12,714,203</u>	<u>12,900,027</u>	<u>12,628,014</u>	<u>12,944,588</u>
USES BY PROGRAM					
	Supervising DEPARTMENT				
Gaming Initiatives	CMO	916,359	1,054,470	1,079,470	1,255,160
Non-Departmental	CMO	3,087,956	1,819,430	1,819,430	1,501,491
Cell Phone Initiatives	CMO	1,017,812	812,500	874,487	797,451
Museum Tax Program	Admin Services	452,063	826,687	467,687	907,410
Center Building TIF	Admin Services	2,064	52,395	52,395	52,395
Gilmore Building TIF	Admin Services	316	300	300	300
Mosaic TIF	Admin Services	8,890	2,000	2,000	2,000
CVS/Pharmacy TIF	Admin Services	158	7,000	7,000	7,000
Uptown Redevelopment TIF	Admin Services	156	500	500	500
Ryan Block TIF	Admin Services	118	130	130	130
Cooks Crossing EDC	Admin Services	1,164	149,480	149,480	149,480
Downtown Revitalization TIF	Admin Services	0	5,000	5,000	5,000
Mitchell Avenue TIF	Admin Services	380,244	382,050	382,050	381,700
The Commons Dvlpmnt (EDC)	Admin Services	627,274	599,750	599,750	599,750
NE Cook Road TIF	Admin Services	14,102	8,900	8,900	8,900
East Hills TIF (&CID)	Admin Services	23,800	1,385,200	1,385,200	1,385,200
Shoppes at N. Village TIF	Admin Services	3,416,815	3,412,266	3,412,266	3,512,852
EBR Dvlpmnt TIF	Admin Services	298,544	377,625	377,625	377,625
Triumph Foods TIF	Admin Services	1,944,187	1,944,244	1,944,244	1,940,144
Fountain Creek TIF	Admin Services	93	100	100	100
3rd Street Hotel TIF	Admin Services	58,907	0	0	0
Tuscany Towers TIF	Admin Services	1,682	60,000	60,000	60,000
		<u>12,252,703</u>	<u>12,900,027</u>	<u>12,628,014</u>	<u>12,944,588</u>
FUNDING SOURCES					
General Fund		4,105,768	2,631,930	2,693,917	2,298,942
Gaming Fund		916,359	1,054,470	1,079,470	1,255,160
Museum Tax Fund		452,063	826,687	467,687	907,410
Special Allocation Fund		6,778,513	8,386,940	8,386,940	8,483,076
		<u>12,252,703</u>	<u>12,900,027</u>	<u>12,628,014</u>	<u>12,944,588</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

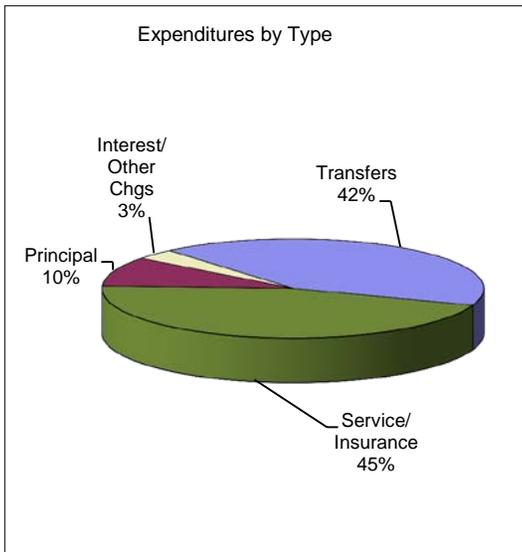
N/A

2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual
0	0	0	Budget 0

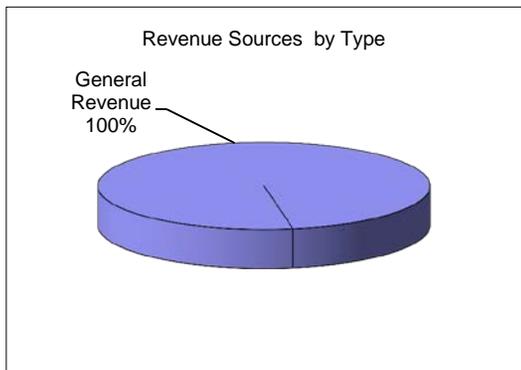
Major Budgetary Changes & Program Highlights

Vehicle / Equipment Lease payment (Copier/Phone)	\$106,667
Assessment/Collections Fees paid to Buchanan County for Billing City Taxes	189,120
Debt Service (LEC Expansion)	193,025
Daily Build Missouri Revenue Bonds (35.7%) Annual Fees	3,184
Property Damage and Liability Insurance Premiums for General Fund	382,540
Transfer to Capital Projects - MRLS Levee (CIP# 308-200)	354,500
Transfer to Public Parking - 9th & Felix Garage (CIP #313-425)	272,455
	<u>\$1,501,491</u>

Operating Budget Summary



	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services/Insurance	521,443	652,650	652,650	678,327
Principal	236,167	140,000	140,000	145,000
Interest/Other Chgs	64,914	54,325	54,325	51,209
Transfers	2,265,432	972,455	972,455	626,955
Total	3,087,956	1,819,430	1,819,430	1,501,491
Sources:				
General Revenue	3,087,956	1,819,430	1,819,430	1,501,491



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

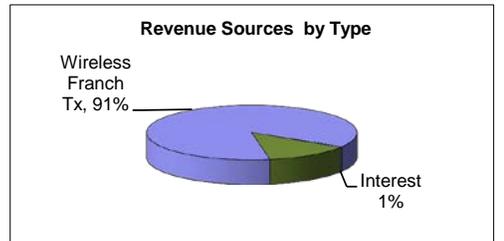
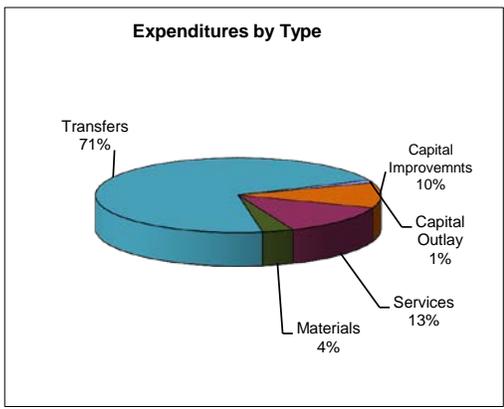
2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual
0	0	0	0

Major Budgetary Changes & Program Highlights

Proposed Cell Phone Funded Initiatives

Temporary Fencing for Tournament Play - Ball Fields	\$15,000
Lifeguard Stands - Aquatic	7,000
Security Camera System - Aquatic	5,000
West Building Large Door Access - Aquatic	5,000
RecTrac Software Upgrade - Parks Administration	9,000
Curb Repair - Civic Arena	8,000
Water Line Repair - Senior Center	31,161
Rooftop HVAC Unit - Bode Ice Arena	20,000
Zamboni Battery Pack Replacement - Bode Ice Arena	10,000
HVAC Back Up System Install - Remington Nature Center	25,000
Beam Repair - Remington Nature Center	5,000
Clean, Repair, Reseal Exterior - Floyd Building	81,290
Transfer to Streets Maintenance - Stormwater Match Grant (90/10)	50,000
Transfer to Streets Maintenance - Rolling Stock	53,000
Transfer to Park Maintenance - Horace Mann Sewer Replacement/Repair	20,000
Transfer to Park Maintenance - Horace Mann Staircase Renovation	12,000
Transfer to Park Maintenance - Horace Mann Boiler Software	6,500
Transfer to Park Maintenance - Tire Changer Machine	7,500
Transfer to Park Maintenance - Rolling Stock	150,000
Transfer to Aviation - Wide Zero Turn Rotary Mower with 11' cut	70,000
Transfer to Aviation - 1/2 Ton Crew Cab Truck	30,000
Transfer to Public Parking - Ticketing/Card Reader System	80,000
Transfer to Public Parking - Mosaic Maintenance Repair Costs	67,000
	\$767,451

Operating Budget Summary



	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Training	427	0	0	0
Services	488,344	20,000	20,000	101,290
Materials	13,227	5,000	5,000	27,000
Transfers	445,574	637,500	699,487	546,000
Capital Outlay	32,000	0	0	9,000
Capital Improvements	38,240	150,000	150,000	84,161
Total	1,017,812	812,500	874,487	767,451
Sources:				
Wireless Franch Tx	1,276,749	900,000	940,000	900,000
Interest	907	1,000	1,000	4,000
Other General Fund	(259,844)	(88,500)	(66,513)	(136,549)
Total	1,017,812	812,500	874,487	767,451

CELL PHONE INITIATIVES

For Parks and Recreation	15,000 7,000 5,000 5,000 5,000 9,000 8,000 31,161 20,000 10,000 25,000	Temporary Fencing for Tournament Play - Ball Fields Lifeguard Stands - Aquatic Security Camera System - Aquatic West Building Large Door Access - Aquatic Beam Repair - Nature Center RecTrac Software Upgrade - Parks Administration Curb Repair - Civic Arena Water Line Repair - Senior Center Rooftop HVAC Unit - Bode Ice Arena Zamboni Battery Pack Replacement - Bode Ice Arena HVAC Backup System - Remington Nature Center
For Streets Maintenance	81,290	Clean, Repair, Reseal Exterior - Floyd Building
Transfer to Streets Maintenance	50,000 53,000	Stormwater Match Grant (90/10) Rolling stock
Transfer to Parks Maintenance	20,000 12,000 6,500 7,500 150,000	Horace Mann Sewer Replacement/Repair Horace Mann Staircase Renovation Horace Mann Boiler Software Tire Changer Machine Rolling Stock
Transfer to Aviation	70,000 30,000	Wide Zero Turn Rotary Mower with 11' cut 1/2 Ton Crew Cab Truck
Transfer to Public Parking	80,000 67,000	Ticketing/Card Reader System Mosaic Maintenance Repair Costs
	<hr/> <hr/>	
	\$ 767,451	



GAMING FUNDED INITIATIVES

Program 8900

Program Description

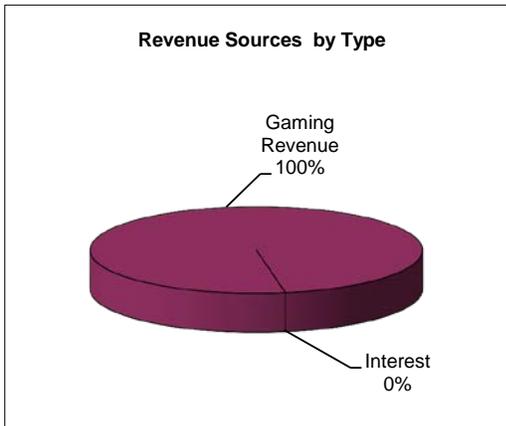
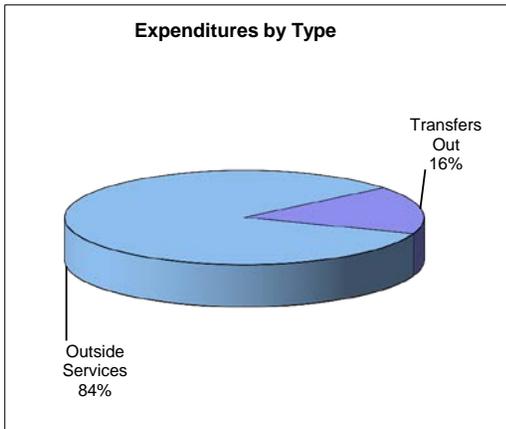
To separately identify revenue from riverboat gaming operations and expenditures paid as authorized by Council. To concentrate funding on efforts that promote economic and community development and community aesthetics.

Staffing Detail

N/A

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Operating Budget Summary



Expenditures:

Outside Services	729,859	777,970	802,970	1,048,660
Materials/Supplies	0	0	0	0
Capital Outlay	0	0	0	0
Capital Imprvmnt	0	100,000	100,000	0
Transfers Out	186,500	176,500	176,500	206,500

Total

Sources:

Grants	0	0	0	0
Gaming Revenue	928,364	1,030,000	1,030,000	1,030,000
Interest	1,906	200	200	200
Other Revenue	0	0	0	0
Fund Balance (to)/frm	(13,910)	24,270	49,270	224,960

Total

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
916,359	1,054,470	1,079,470	1,255,160

GAMING INITIATIVES

Proposed Gaming Funded Initiatives

Contributions/Contracts - Recurring	\$ 51,310 13,000 30,000 1,600 50,000	Festival Funding City 4th of July fireworks display Allied Arts MODOT Lease Public Education Spots & Cablevision Contract (Pub Info)
Chamber/Econ Dev	189,000 25,000 10,000 28,000 22,000 25,000 750 5,000 10,000 <hr style="width: 100%;"/> 314,750	Chamber Economic Development Contract MO-KAN Contribution State Legislative Lobbyist (Mark Rhoads) Downtown Partnership Contract Community Alliance Membership Innovation Stockyard Great Northwest Day at the Capital, City's sponsorship Chamber Marketing Program Chamber Wokforce Development
	300,000	Legal Services - Outside Specialized Counsel (Legal)
Historic/Landmark	20,000 150,000 25,000 10,000 3,000 <hr style="width: 100%;"/> 208,000	Save Our Heritage Neighborhood Grants Historic preservation grants outside of HUD-eligible areas Landmark Commission Emergency building stabilization Landmark Commission Public & education outreach Landmark Commissioner training
	50,000 80,000	Council Supported - Stormwater Match Grant program (90/10) Property Mnt clean-up, abatement, dangerous bldg issues
Contributions/Contracts - Once or Limited		
TRANSFER TO GENERAL FUND		
Nature Center:	45,000	Special Programming
NonDepartmental:	10,000	Contribution toward in-kind services supplied to spcl events
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:	90,000	Operating Subsidy in support of Air Guard presence
TRANSFER TO PARKING FUND		
Parking Operations:	6,500	Reimbursement for lost revenue/waived fees at Civic Center
	<hr style="width: 100%;"/> <hr style="width: 100%;"/>	
	\$ 1,255,160	

MUSEUM FUND CONTRIBUTIONS

Program 3750

Program Description

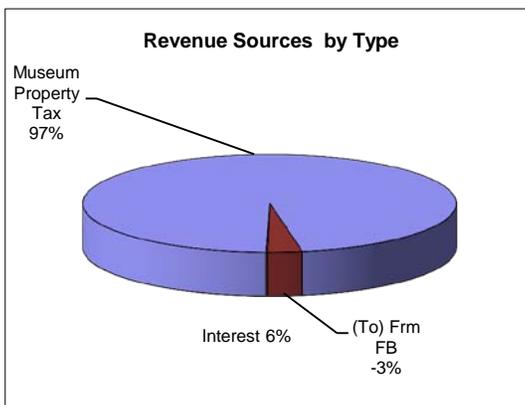
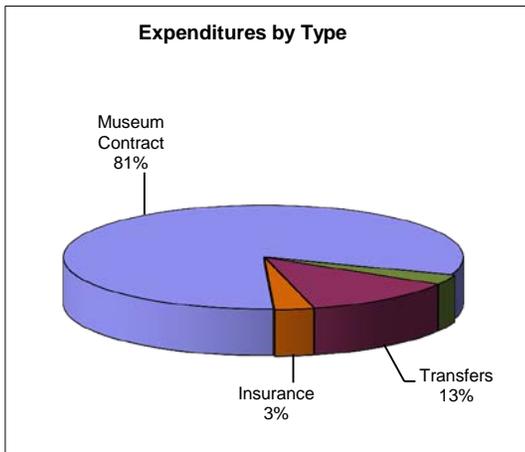
To separately identify revenue from the Museum Property Tax and expenditures paid as authorized by Council. To concentrate funding on municipal museums.

Staffing Detail

N/A

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	14,067	14,000	14,000	14,200
Insurance	6,491	8,000	8,000	14,950
Museum Contract	370,490	385,000	385,000	385,000
Transfers	61,015	60,687	60,687	59,260
Total	452,063	467,687	467,687	473,410
Revenue Sources:				
Museum Property Tax	478,092	484,300	484,300	487,550
Interest & Other	1,519	700	700	700
(To) Frm FB	(27,548)	(17,313)	(17,313)	(14,840)
Total	452,063	467,687	467,687	473,410

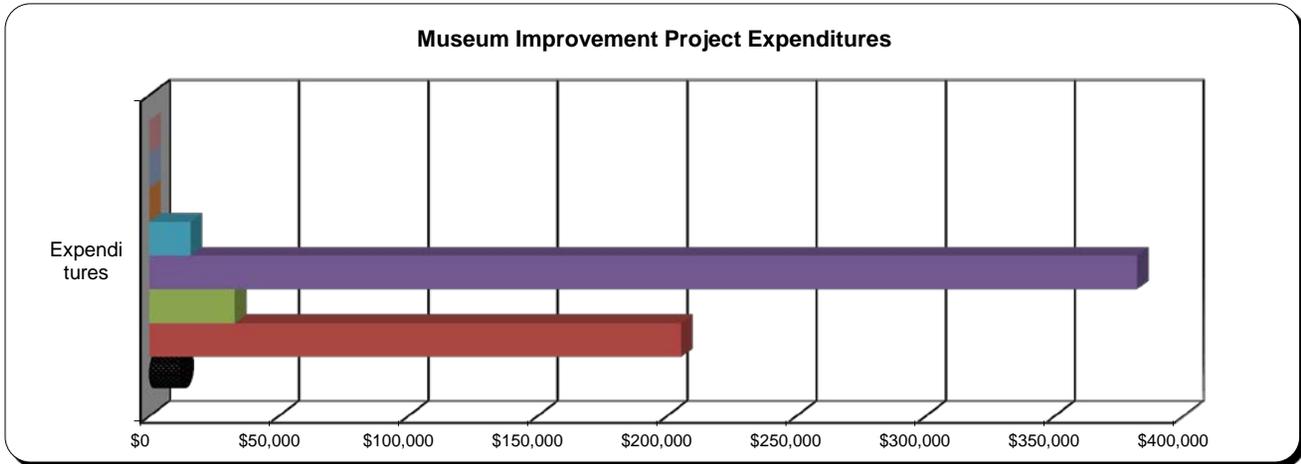
MUSEUM FUND IMPROVEMENT PROJECTS

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 FY2019 Projects:
-HVAC System

Capital Budget Summary				
	2016-17 Actual	2017-18		2018-19 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Capital Improv	0	359,000	0	434,000
Total	0	359,000	0	434,000
Revenue Sources				
Property Tax	75,000	75,000	75,000	75,000
CIP FB	(75,000)	284,000	(75,000)	359,000
Total	0	359,000	0	434,000

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

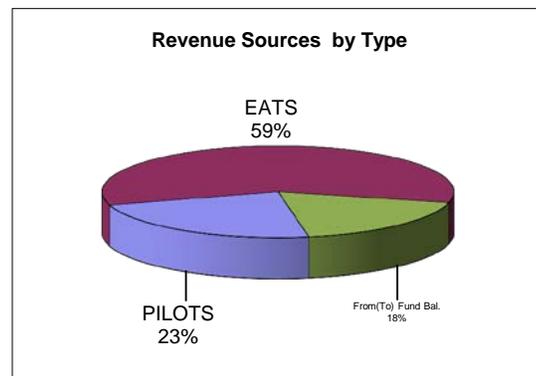
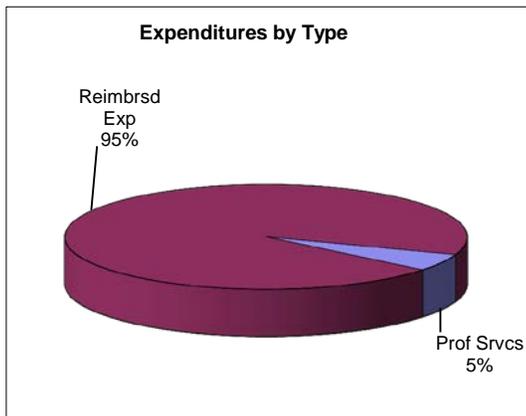
N/A

2016-17	2017-18		2018-19
	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



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Prof Svcs	2,064	2,800	2,800	2,800
Reimbrsd Exp	0	49,595	49,595	49,595
Total	2,064	52,395	52,395	52,395
Sources:				
PILOTS	11,082	12,044	10,894	12,044
EATS	32,798	30,740	30,740	30,740
From(To) Fund Bal.	(41,817)	9,611	10,761	9,611
Total	2,064	52,395	52,395	52,395

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

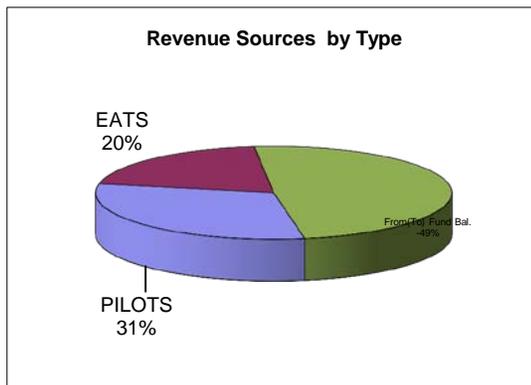
N/A

2016-17	2017-18		2018-19
	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



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Prof Svcs	316	300	300	300
Reimbrsd Exp	0	0	0	0
Total	316	300	300	300
Sources:				
PILOTS	3,739	4,500	13,550	4,500
EATS	2,960	3,940	3,940	2,940
From(To) Fund Bal.	(6,384)	(8,140)	(17,190)	(7,140)
Total	316	300	300	300

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

2016-17	2017-18		2018-19
	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

	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Prof Svcs	8,890	2,000	2,000	2,000
Reimbrsd Exp	0	0	0	0
Total	8,890	2,000	2,000	2,000
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
Other Revenue	15,000	3,000	3,000	3,000
From(To) Fund Bal.	(6,110)	(1,000)	(1,000)	(1,000)
Total	8,890	2,000	2,000	2,000

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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	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

	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Prof Svcs	158	0	0	0
Reimbrsd Exp	0	7,000	7,000	7,000
Total	158	7,000	7,000	7,000
Sources:				
PILOTS	0	0	0	0
EATS	7,904	7,000	7,000	7,000
From(To) Fund Bal.	(7,746)	0	0	0
Total	158	7,000	7,000	7,000

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

2016-17	2017-18		2018-19
	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

	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	156	500	500	500
Reimbrsd Exp	0	0	0	0
Total	156	500	500	500
Sources:				
PILOTS	0	0	0	1,000
EATS	0	0	0	0
Other Revenue	0	0	0	0
From/(To) Fund Bal	156	500	500	(500)
Total	156	500	500	500

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

2016-17	2017-18		2018-19
	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

	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	118	130	130	130
TIF Reimb/Debt Srvd	0	0	0	0
Total	118	130	130	130
Sources:				
PILOTS	1,450	1,558	1,448	1,558
EATS	7	0	0	0
Other Revenue	0	0	0	0
From/(To) Fund Bal	(1,338)	(1,428)	(1,318)	(1,428)
Total	118	130	130	130

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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

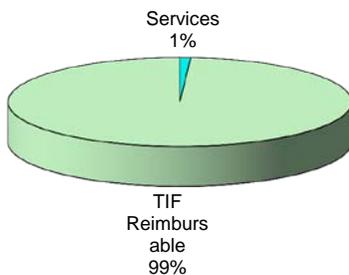
Major Budgetary Changes & Program Highlights

~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.

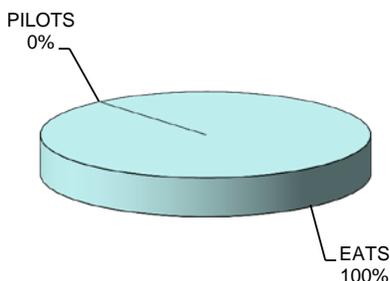
~Incentives include tax abatements through a 353 Redevelopment Agreement and sales tax reimbursements through an Economic Development Agreement with the City. By FY15 revenue from City PILOTs will be available. The amount is currently unknown although an estimate has been projected.

Operating Budget Summary

Expenditures by Type



Revenues by Type



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	1,164	1,500	1,500	1,500
TIF Reimbursable	0	147,980	147,980	147,980
Total	1,164	149,480	149,480	149,480
Sources:				
PILOTS	0	0	0	0
EATS	122,388	120,000	120,000	120,000
Other Revenue	0	0	0	0
From/(To) Fund Bal	(121,224)	29,480	29,480	29,480
Total	1,164	149,480	149,480	149,480

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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
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

	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
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

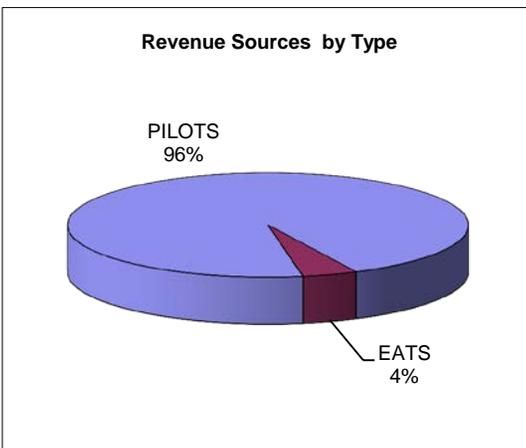
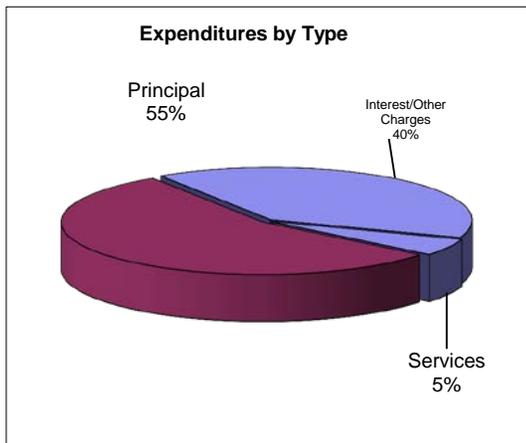
N/A

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	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



	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	18,194	20,000	20,000	20,000
Principal	180,000	190,000	190,000	210,000
Interest/Other Charge	182,050	172,050	172,050	151,700
Total	380,244	382,050	382,050	381,700
Sources:				
PILOTS	377,533	377,350	377,350	378,000
EATS	20,512	17,490	17,490	17,510
Interest/Due from TIF	225	100	100	100
From/(To) Fund Bal	(18,026)	(12,890)	(12,890)	(13,910)
Total	380,244	382,050	382,050	381,700

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. 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

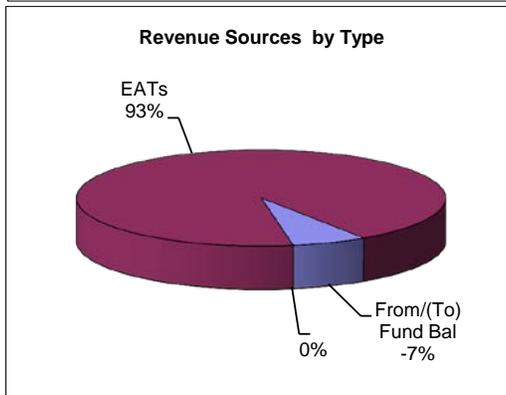
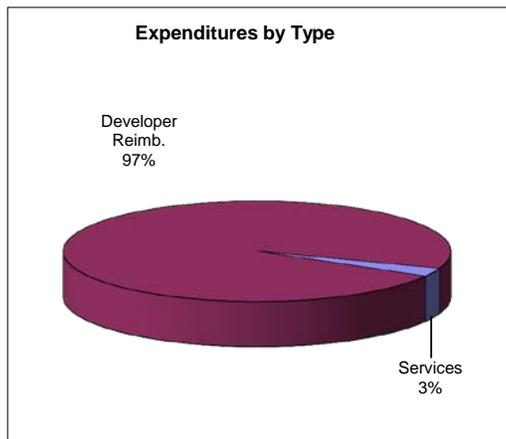
N/A

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	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 Maguey and The Human Bean.

Operating Budget Summary



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	13,116	16,350	16,350	16,350
Developer Reimb.	0	583,400	583,400	583,400
Principal	447,498	0	0	0
Interest/Other Charge:	166,660	0	0	0
Total	627,274	599,750	599,750	599,750
Sources:				
PILOTs	9,818	4,775	11,775	4,775
EATs	632,588	670,000	670,000	640,000
From/(To) Fund Bal	(15,131)	(75,025)	(82,025)	(45,025)
Total	627,274	599,750	599,750	599,750

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

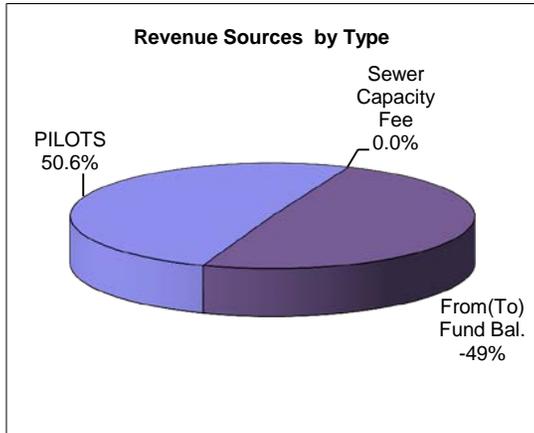
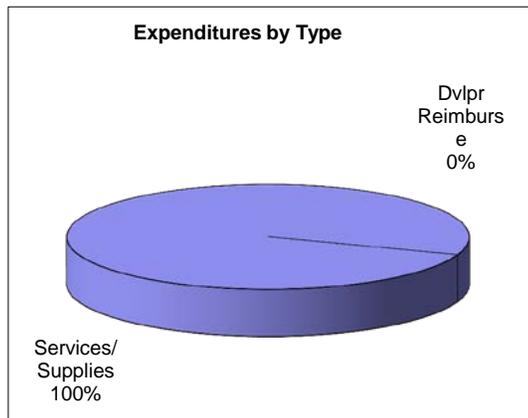
N/A

2016-17	2017-18		2018-19
	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



	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services/Supplies	14,102	8,900	8,900	8,900
Dvlpr Reimburse	0	0	0	0
Total	14,102	8,900	8,900	8,900
Sources:				
PILOTS	281,084	184,000	340,500	380,000
Sewer Capacity Fee	0	0	0	0
EATS	0	0	0	0
From(To) Fund Bal.	(266,982)	(175,100)	(331,600)	(371,100)
Total	14,102	8,900	8,900	8,900

THE 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

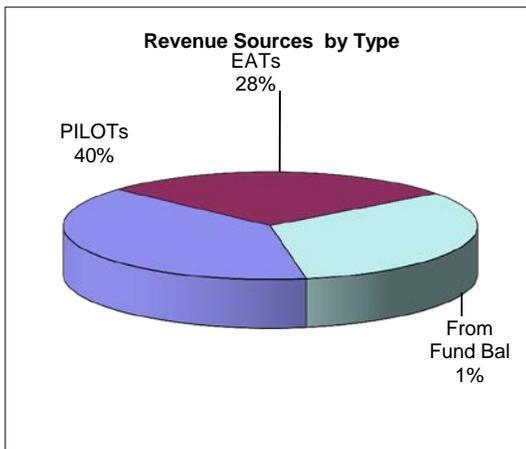
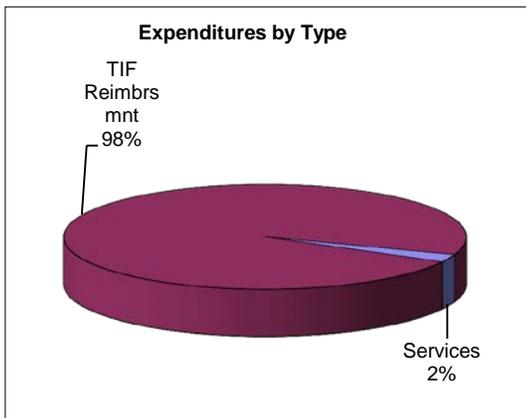
N/A

2016-17	2017-18		2018-19
	Adopted	Estimated	Budget
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



	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	23,800	33,200	33,200	33,200
TIF Reimbrsmnt	0	1,352,000	1,352,000	1,352,000
Total	23,800	1,385,200	1,385,200	1,385,200
Sources:				
PILOTs	548,629	548,616	549,516	548,616
EATs	359,102	511,550	511,550	386,550
Interest/Other	0	100	100	100
From (To) Fund Bal	(883,930)	324,934	324,034	449,934
Total	23,800	1,385,200	1,385,200	1,385,200

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

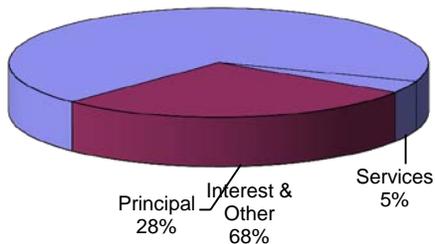
2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

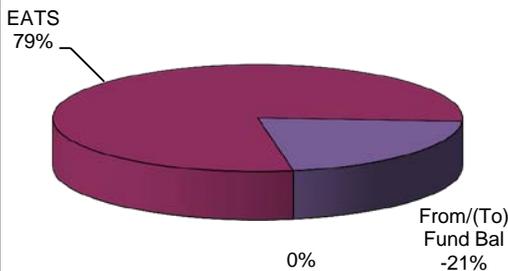
- ~All TIF reimbursements have been made to the City and developer.
- ~The final payment was made to the County following approval of a Third Amendment to the TIF Plan. The remaining expenses in this project will be annual debt service.

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



Expenditures:

	2016-17 Actual	2017-18 Adopted Budget	2017-18 Estimated Actual	2018-19 Budget
Services	213,748	186,000	186,000	186,000
Principal	1,505,000	1,610,000	1,610,000	1,880,000
Interest & Other	1,698,066	1,616,266	1,616,266	1,446,852
Total	3,416,815	3,412,266	3,412,266	3,512,852

Revenue Sources:

	2016-17 Actual	2017-18 Adopted Budget	2017-18 Estimated Actual	2018-19 Budget
PILOTS	1,033,888	942,300	1,045,650	1,048,000
EATS	3,344,084	3,374,000	3,374,000	3,374,000
Interest & Other	52,823	400	400	400
From/(To) Fund Bal	(1,013,981)	(904,434)	(1,007,784)	(909,548)
Total	3,416,815	3,412,266	3,412,266	3,512,852

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

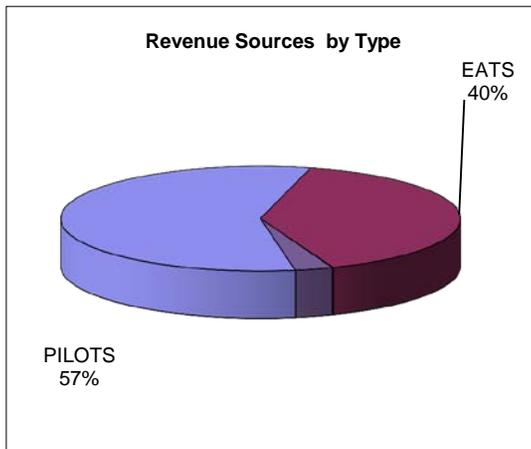
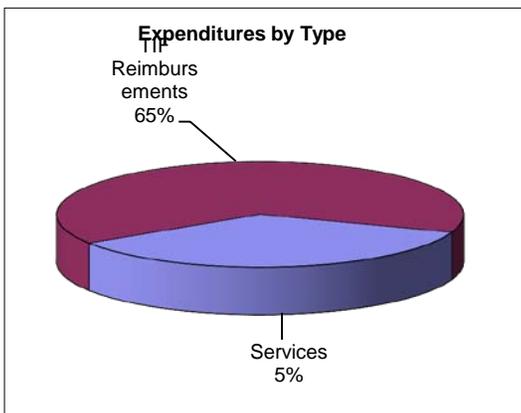
N/A

2016-17	2017-18		2018-19
	Actual	Adopted Budget	
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



	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	71,837	133,145	133,145	133,145
TIF Reimbursements	226,707	244,480	244,480	244,480
Total	298,544	377,625	377,625	377,625
Sources:				
PILOTS	242,184	234,948	229,693	228,360
EATS	152,115	163,600	163,600	161,130
Interest/Other	2,801	345	345	345
From/(To) Fund Bal	(98,556)	(21,268)	(16,013)	(12,210)
Total	298,544	377,625	377,625	377,625

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

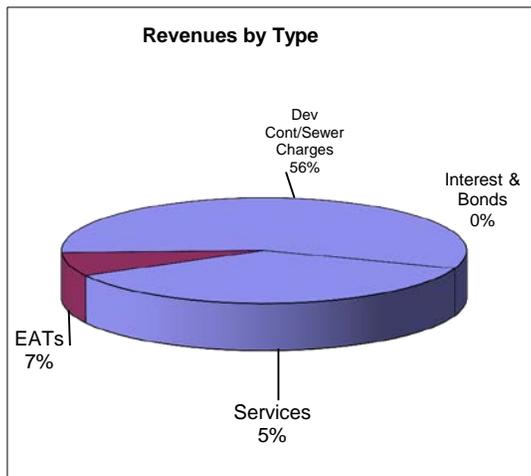
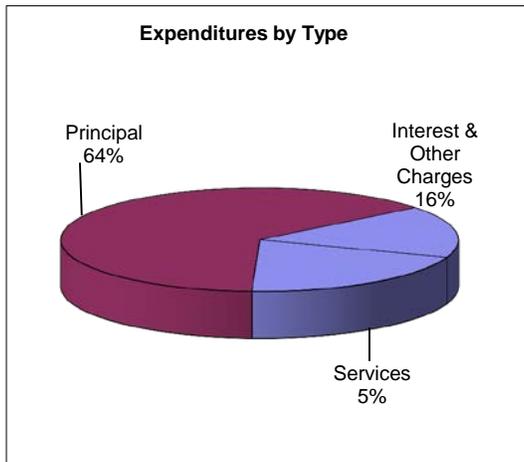
N/A

2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual
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. These are planned for early payoff late FY18.

Operating Budget Summary



	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	387,939	390,000	390,000	390,000
Principal	1,150,000	1,175,000	1,175,000	1,235,000
Interest & Other Charges	406,247	379,244	379,244	315,144
Total	1,944,187	1,944,244	1,944,244	1,940,144
Sources:				
PILOTs	681,503	630,150	631,150	631,500
EATs	129,343	138,200	138,200	125,800
Dev Cont/Sewer Charges	966,386	971,380	971,380	971,380
Interest & Bonds	4,236	100	100	100
From/(To) Fund Bal	162,718	204,414	203,414	211,364
Total	1,944,187	1,944,244	1,944,244	1,940,144

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

2016-17	2017-18		2018-19
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~Although aTIF was approved, no activity has occurred with the project. Expenditures represent the City's legal and other professional costs.

Operating Budget Summary

	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	93	100	100	100
Total	93	100	100	100
Sources:				
PILOTS	2,021	2,021	2,021	2,021
From/(To) Fund Bal	(1,928)	(1,921)	(1,921)	(1,921)
Total	93	100	100	100

TUSCANY TOWERS TIF

Program 5195

Program Description

This program tracks the revenues and expenditures for the project(s) at the Tuscany 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

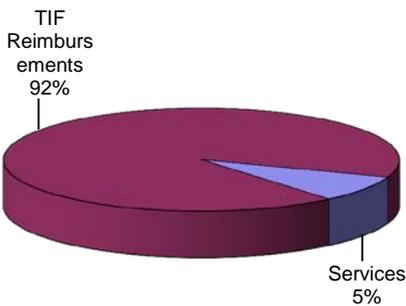
2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual
0	0	0	0

Major Budgetary Changes & Program Highlights

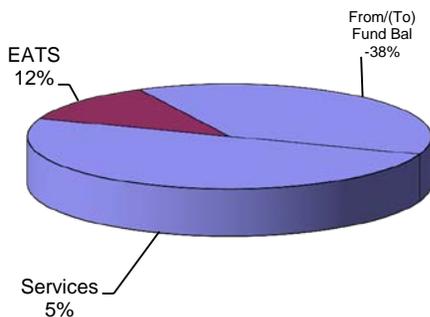
- ~TIF reactivated during FY15.
- ~Currently in construction phase.
- ~To date development added a gas station with restaurant, hotel, and urgent care clinic.

Operating Budget Summary

Expenditures by Type



Revenues by Type



Expenditures:

	2016-17 Actual	2017-18 Adopted Budget	2017-18 Estimated Actual	2018-19 Budget
Services	1,682	5,000	5,000	5,000
TIF Reimbursements	0	55,000	55,000	55,000
Total	1,682	60,000	60,000	60,000

Sources:

	2016-17 Actual	2017-18 Adopted Budget	2017-18 Estimated Actual	2018-19 Budget
PILOTS	19,080	35,000	129,200	124,000
EATS	9,335	25,000	25,000	30,000
From/(To) Fund Bal	(26,733)	0	(94,200)	(94,000)
Total	1,682	60,000	60,000	60,000



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

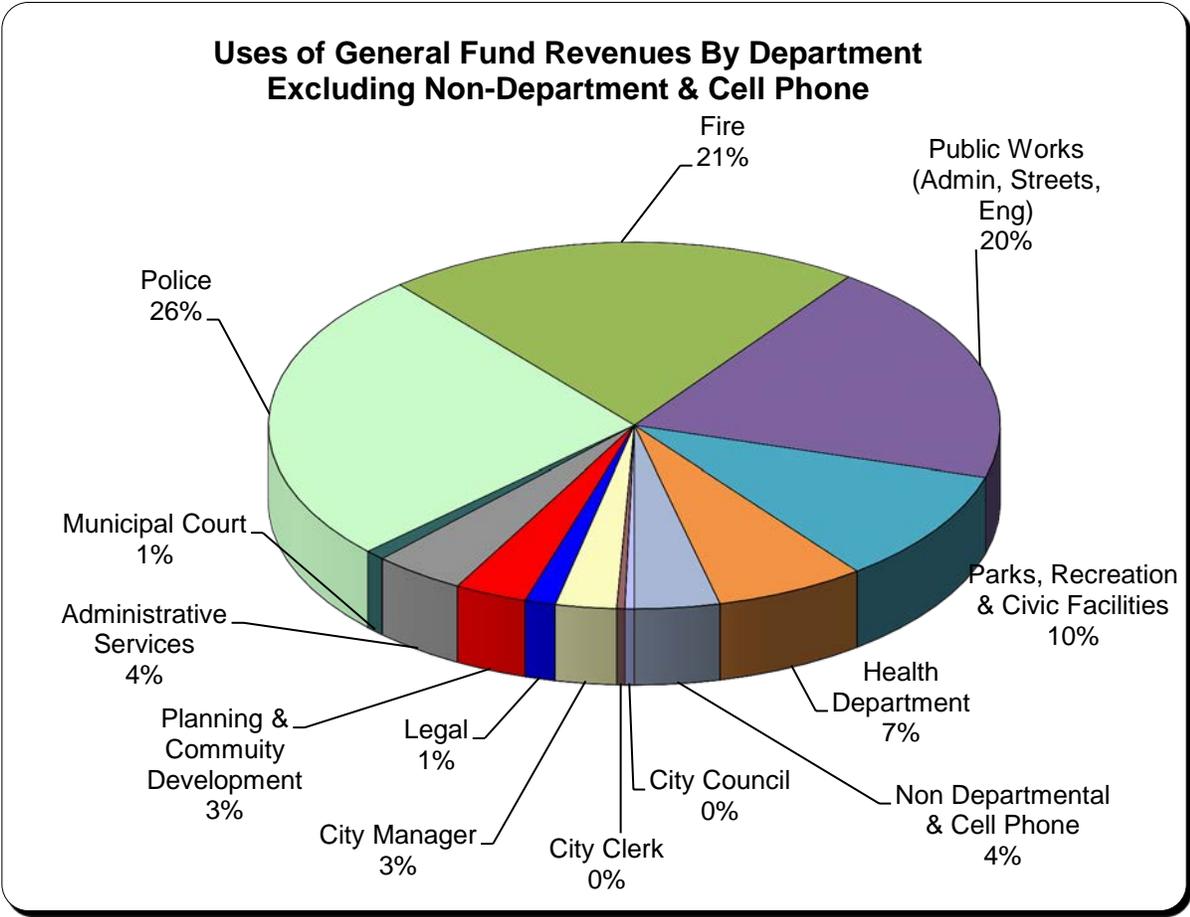
Encumbrance accounts, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded, are extensions of formal budgetary control. Unencumbered appropriations lapse at year-end.

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.

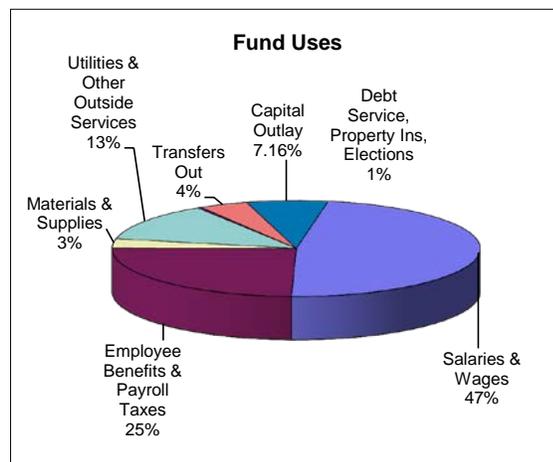
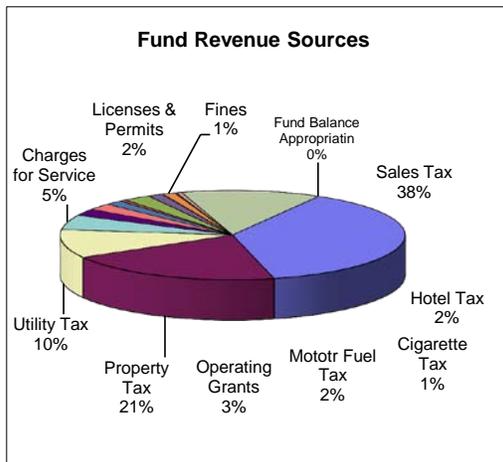
GENERAL FUND

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
USES BY DEPARTMENT (rounded to nearest \$)				
City Council	190,773	217,428	217,428	252,894
City Clerk	154,178	258,647	258,647	219,895
City Manager	599,944	695,892	703,974	1,645,344
Legal	560,416	796,738	796,738	828,737
Planning & Community Development	2,043,426	2,138,549	2,378,549	1,958,633
Administrative Services	2,937,336	3,725,878	3,762,178	2,482,246
Municipal Court	499,617	523,483	523,483	541,174
Police	14,578,817	15,731,436	15,849,659	15,869,940
Fire	11,839,291	13,078,669	13,080,369	12,873,392
Public Works (Admin, Streets, Eng)	11,808,346	12,340,692	12,567,124	11,993,388
Parks, Recreation & Civic Facilities	6,069,062	6,508,833	6,702,875	6,133,817
Health Department	3,636,184	4,003,362	4,265,076	4,062,287
Non Departmental & Cell Phone	4,105,768	2,631,930	2,693,917	2,298,942
TOTAL USES	59,023,159	62,651,536	63,800,016	61,160,690



GENERAL FUND

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			20,628,287	16,131,594
Sales Tax	21,733,416	21,841,359	21,841,359	22,392,400
Property Tax	12,088,708	12,052,973	12,108,603	12,148,587
Utility Tax	6,412,592	6,182,290	6,285,290	6,071,000
Charges for Service	3,107,670	3,108,360	3,106,660	3,179,585
Licenses & Permits	1,463,869	1,464,560	1,387,460	1,457,060
Hotel Tax	1,181,911	1,381,660	1,381,660	1,395,660
Mototr Fuel Tax	1,009,116	980,000	980,000	980,000
Cigarette Tax	373,764	375,500	325,500	370,000
Operating Grants	1,221,679	1,445,313	1,593,594	1,496,516
Other Grants	880,360	838,558	846,153	845,417
Rents	45,427	34,000	34,000	36,000
Fines	809,507	913,300	913,300	710,325
Investment Earnings	82,286	9,925	9,925	70,345
Other	769,425	250,878	457,633	315,305
Transfers In	6,111,773	8,032,186	8,032,186	7,777,072
Fund Balance Appropriation	-	3,740,674	-	-
TOTAL SOURCES	57,291,505	62,651,536	59,303,323	59,245,272
USES				
Salaries & Wages	27,003,871	28,826,992	28,906,272	29,133,573
Employee Benefits & Payroll Taxes	12,160,556	15,267,598	15,303,246	15,142,295
Materials & Supplies	1,577,329	1,846,373	2,012,521	1,862,114
Utilities & Other Outside Services	7,758,648	7,753,306	7,963,696	7,825,954
Debt Service, Property Ins, Elections	304,406	194,325	194,325	196,209
Transfers Out	5,019,126	4,310,181	4,372,168	2,624,155
Capital Outlay	5,199,223	4,452,761	5,047,788	4,376,391
TOTAL USES	59,023,159	62,651,536	63,800,016	61,160,690
Net Surplus (Deficit)			(4,496,693)	(1,915,418)
ENDING BALANCE:			16,131,594	14,216,176
Components of Fund Balance:				
Reserved			1,585,890	1,742,890
Assigned			5,381,266	6,697,748
UNASSIGNED FUND BALANCE:			9,164,438	5,775,538



GENERAL FUND

REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Real Estate Tax	7,086,517	7,085,765	7,200,565	7,171,698
Current Real Estate Public Safety Tax	487,381	486,850	496,150	489,311
Prior Real Estate Tax	248,482	231,000	205,000	244,440
Prior Public Safety R/E Tax	17,061	18,000	13,000	18,100
Real Estate Penalty & Interest	66,223	70,000	62,000	70,390
Current Personal Property	2,469,332	2,452,696	2,479,556	2,465,122
Current Personal Public Safety	169,547	167,600	171,200	168,500
P/P Penalty & Interest	43,140	41,900	46,400	42,140
Prior P/P Tax	129,377	131,000	142,500	131,680
Prior Public Safety P/P Tax	8,883	9,500	10,000	9,550
Merchants & Manufacturers Tax	727,899	694,649	689,934	720,100
Payments in Lieu of Tax - City	0	16,300	0	0
Payments in Lieu of Tax - Other	32,350	82,133	80,083	96,004
Financial Institution Tax	92,370	59,216	57,831	63,890
Railroad Tax	510,146	506,364	454,384	457,662
	<u>12,088,708</u>	<u>12,052,973</u>	<u>12,108,603</u>	<u>12,148,587</u>
Utility Franchise Taxes				
Gas	417,775	500,000	550,000	456,000
Electric	2,582,778	2,682,240	2,600,240	2,640,000
Water	676,422	570,210	720,210	600,000
Telephone	1,810,132	1,480,640	1,480,640	1,450,000
Cable	759,344	784,200	764,200	760,000
Utility EATS (TIF generated utility taxes)	166,141	165,000	170,000	165,000
	<u>6,412,592</u>	<u>6,182,290</u>	<u>6,285,290</u>	<u>6,071,000</u>
Sales Tax				
Sales Tax	13,159,008	13,293,369	13,293,369	13,359,000
Vehicle Sales Tax	676,009	660,000	660,000	660,000
Use Tax	3,904,852	3,784,771	3,784,771	4,305,100
Sales Tax Contra Account	-4,555,449	-4,651,477	-4,651,477	-4,632,300
1/2 Percent Sales Tax	6,576,619	6,644,670	6,644,670	6,675,600
Cigarette Tax	373,764	375,500	325,500	370,000
Hotel/Motel Tax	1,141,930	1,258,960	1,258,960	1,272,960
Riverfront Dev Hotel.Motel Tax	39,982	122,700	122,700	122,700
EATS (TIF generated sales tax)	2,648,385	2,770,026	2,770,026	2,685,000
Vehicle Fees	333,107	320,000	320,000	320,000
	<u>24,298,208</u>	<u>24,578,519</u>	<u>24,528,519</u>	<u>25,138,060</u>
Licenses				
Business Licenses	957,823	961,000	891,000	961,000
Liquor Licenses	104,584	100,000	95,000	100,000
Server (Alcohol) License	26,495	28,000	28,000	28,000
Dog/Cat License	49,655	52,000	52,000	49,000
Trade License/Exam Fees	79,241	75,000	75,000	75,000
Garage Sale Licenses	8,195	9,500	8,000	8,000
Contractor License	0	4,500	4,500	4,500
	<u>1,225,994</u>	<u>1,230,000</u>	<u>1,153,500</u>	<u>1,225,500</u>
Permits				
Septic Tank Permits	400	240	240	240
Pool/Spa Permit	1,275	2,100	2,100	2,100
Food Establishment Permits	92,780	90,000	90,000	90,000
Food Handler Permits	3,064	720	720	720
Special Use Permits	18,591	23,800	23,800	22,000
Sidewalk/Street Permits	6,785	7,500	7,500	7,500

GENERAL FUND REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted	Estimated	Budget
		Budget	Actual	
Land Disturbance Permits	7,615	7,500	7,500	9,000
Street/Utility Permits	21,790	18,000	18,000	18,000
Special Event Permits	1,330	2,000	1,400	1,400
Alarm Ordinance Permits	48,471	49,000	49,000	47,000
Fire Inspection Permits	34,325	32,000	32,000	32,000
Petting Zoo Permits	450	500	500	400
Breeder Permits	200	200	200	200
Litter Permits	800	1,000	1,000	1,000
	<u>237,875</u>	<u>234,560</u>	<u>233,960</u>	<u>231,560</u>
Fines				
Municipal Court Fines/Costs	642,922	732,000	732,000	582,000
Crime Victims' Compensation	3,823	4,500	4,500	3,000
DWI Enforcement Revenue	11,874	26,000	26,000	9,000
Police Training Revenue	20,677	25,000	25,000	15,000
State DWI Enforcement Revenue	12,796	19,000	19,000	15,000
Judicial Education Revenue	8,081	10,000	10,000	9,025
Liquor Establishment Penalty	3,200	3,000	3,000	5,000
Warrant Processing Fees	16,860	1,000	1,000	1,300
Cash Bond Forfeitures	46,280	45,000	45,000	25,000
Surety Bond Forfeitures	750	1,000	1,000	1,000
Administrative Code Penalties	42,245	46,800	46,800	45,000
	<u>809,507</u>	<u>913,300</u>	<u>913,300</u>	<u>710,325</u>
Rents				
Communication Tower Lease	17,250	18,000	18,000	17,000
Parks/Pool Rental	28,177	16,000	16,000	19,000
	<u>45,427</u>	<u>34,000</u>	<u>34,000</u>	<u>36,000</u>
Parking Permits/Fees				
Parking Permits	<u>1,120</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Inspection Fees				
Boiler Inspections	56,617	62,000	62,000	62,000
Building Permits	175,231	200,000	200,000	180,000
Electrical Permits	54,880	55,000	55,000	55,000
Plumbing Permits	43,317	40,000	40,000	40,000
Certificate of Occupancy Fee	12,704	12,000	12,000	12,000
Other Inspections - Signs	236	10,000	10,000	1,000
	<u>342,986</u>	<u>379,000</u>	<u>379,000</u>	<u>350,000</u>
Health Fees				
Medicaid Fees	125,146	125,300	125,300	120,300
Breast Pump Kits	140	0	0	0
Pregnancy Test Fees	1,019	1,200	1,200	1,100
HIV/STD Test Fees	3,242	2,500	2,500	2,500
Shelter Fees	42,553	43,000	43,000	43,000
Rabies Clinic Fees	4,220	3,200	3,200	3,200
Animal Microchip Fees	10,705	10,500	10,500	10,500
Vicious Animal Impound Bond	0	240	240	240
Dog Park Fee	3,100	1,500	1,500	2,000
Birth/Death Certificates	147,938	130,000	130,000	130,000
VaxCare Immunizations	5,893	7,000	7,000	7,000
Individual TB Testing	2,190	1,400	1,400	1,400
Health Testing - DOC	2,888	3,000	3,000	3,000
	<u>349,035</u>	<u>328,840</u>	<u>328,840</u>	<u>324,240</u>

GENERAL FUND

REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Recreation Fees				
Swimming Pools - Daily Fees	5,692	3,000	3,000	6,000
Aquatic Park - Daily Fees	94,255	70,000	70,000	100,000
Swimming Pools - Punch Cards	164	0	0	0
Aquatic Park - Punch Cards	5,875	2,000	2,000	6,000
Swimming Lessons	450	500	500	0
Youth Sports -Basketball/Volleyball	106,019	130,120	130,120	130,120
Fall Softball	14,418	18,300	18,300	15,750
Summer Softball	27,915	38,400	38,400	38,400
Parkway Run Fees	0	9,350	9,350	2,000
REC Center Fees	0	3,300	3,300	0
REC Center Rental	10,681	7,000	7,000	6,000
Individual Day Pass	31,652	30,000	30,000	30,000
Adventure/Sport Camp	27,290	30,000	30,000	30,000
Other Recreation Fees	49,421	50,500	50,500	50,500
REC Center Fitness Memberships	66,738	65,500	65,500	65,500
REC Center Fitness Classes	22,403	21,000	21,000	21,000
Concessions - REC Center	39,323	40,000	40,000	40,000
Concessions - Pools	40,003	50,000	50,000	41,375
Concessions - Ball Fields/Vending	154,785	188,400	188,400	158,400
MWSU Aquatic Fees	9,590	5,000	5,000	10,000
Concessions - Senior Citizen Cafeteria	26,768	25,000	25,000	25,000
	<u>733,441</u>	<u>787,370</u>	<u>787,370</u>	<u>776,045</u>
Nature Center Fees				
Nature Center Admissions	34,599	35,000	35,000	58,000
Nature Center Memberships	23,035	25,000	25,000	25,000
Nature Center Gift Shop	34,266	25,000	25,000	30,000
Concessions - Nature Center	711	0	0	0
Nature Center Program Income	7,344	5,000	5,000	6,500
	<u>99,955</u>	<u>90,000</u>	<u>90,000</u>	<u>119,500</u>
Civic Facilities Charges				
Civic Arena Rental	102,915	100,000	100,000	100,000
Civic Arena Equipment Rental	69,373	60,000	60,000	60,000
Meeting Room Rental	15,742	16,000	15,000	16,000
Missouri Theater Office Rent	12,500	12,900	12,900	12,875
Special Civic Arena Promotions	28,077	25,000	25,000	25,000
Concessions - Civic Center	179,136	175,000	175,000	187,400
Move in/out Fees	26,000	20,000	20,000	20,000
Missouri Theater Rental	40,076	40,000	40,000	40,000
Reimbursed Events Payroll	0	700	0	0
	<u>473,818</u>	<u>449,600</u>	<u>447,900</u>	<u>461,275</u>
Bode Complex Charges				
Bode Complex Revenue	20,402	23,000	23,000	23,000
Skating Lessons	37,568	35,000	35,000	40,000
Ice Rental - Hockey	29,814	32,000	32,000	28,000
Ice Rink Admissions	74,343	70,000	70,000	78,000
Ice Rental - Figure Skating	17,949	14,000	14,000	18,000
Ice Rental - General	65,407	48,000	48,000	60,000
Advertising	8,475	8,600	8,600	8,000
	<u>253,957</u>	<u>230,600</u>	<u>230,600</u>	<u>255,000</u>

GENERAL FUND

REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services				
Copies of Public Documents	8,714	9,400	9,400	9,400
Plan Review/Archiving Fees	62,375	40,000	40,000	63,500
Archiving Fees	2,994	2,000	2,000	3,000
Finance Administration Fees	263,393	275,000	275,000	275,000
Trash/Weed Abatement	80,798	80,000	80,000	90,000
Identification Cards	592	500	500	500
Animal Cremation Services	9,850	9,300	9,300	9,300
County Health Contract	72,024	71,958	71,958	72,000
Fire District Contracts	401,747	401,750	401,750	425,825
Non Criminal Fingerprint Fee	2,020	1,000	1,000	1,000
Non Criminal Fingerprint Fee	20,877	23,000	23,000	15,000
State Health Contract	106,251	151,570	151,570	147,602
State MCH Health Contract	43,376	46,577	80,454	46,611
Childrens Lead Prevention	13,170	55,000	155,129	55,000
Outreach Service Contract	4,207	5,203	6,003	3,716
State WIC Contract	284,028	332,696	332,696	359,592
	<u>1,376,414</u>	<u>1,504,954</u>	<u>1,639,760</u>	<u>1,577,046</u>
Other Revenue				
Sale of Fixed Assets	13,185	0	0	0
Insurance Proceeds	20,638	3,740	8,092	0
Gift Certificate Revenue	257	0	0	0
Concessions - Vending Machines	7,021	5,650	5,650	6,150
Donations	125,244	55,838	249,346	55,588
Taser Reimbursement	0	50	50	50
Recycling Revenue	563	2,300	2,388	2,300
Nonrefundable Bid Deposits	6,650	4,000	4,000	4,000
Recovery/Reimbursements	295,440	58,500	67,307	55,182
Refunds of Prior Year Expenses	60,370	0	0	0
Other Revenues Over/Short	219,434	120,800	120,800	127,120
MO Tax Credits	20,624	0	0	64,915
	<u>769,425</u>	<u>250,878</u>	<u>457,633</u>	<u>315,305</u>
Investment Earnings				
Investment Interest Income	78,391	4,500	4,500	63,945
MDFB Bonds Interest Income	315	25	25	1,000
Interest on Special Assessments	3,581	5,400	5,400	5,400
	<u>82,286</u>	<u>9,925</u>	<u>9,925</u>	<u>70,345</u>

GENERAL FUND

REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Intergovernmental				
Buchanan County LEC Operations	392,137	393,000	393,000	412,985
Emergency Preparedness	151,453	61,520	73,833	61,520
Bode Trust	53,145	0	8,988	0
HIV Prevention	59,796	62,480	62,480	57,482
HIV Service Coordination	90,119	92,000	92,000	92,000
Peace Officers Standard Training Cmmsn	10,942	11,000	9,607	8,000
St. Joseph School District COPS	149,420	149,420	149,420	207,570
Bullet Proof Grant	10,946	0	0	0
Buchanan County - 911 Maintenance	281,689	285,000	285,000	282,000
Heartland Reimbursements	70,422	77,600	77,600	70,432
Missouri Highway Safety Project	53,692	81,887	81,887	69,860
Missouri Emergency Mngt. Grant	8,637	46,317	46,317	48,183
Byrne Formula Grant	25,763	0	3,355	0
	3,490	6,480	6,480	0
FTA/CPG Grant	141,205	266,790	266,790	312,080
Miscellaneous Grants	76,127	87,373	85,180	35,300
	<u>1,578,984</u>	<u>1,620,867</u>	<u>1,641,937</u>	<u>1,657,412</u>
Interfund Transfers - Computer Network				
Transit from SIMR	35,970	31,000	31,000	32,000
Transfer from P&R	1,090	0	0	2,000
Transfer from CDBG Fund	6,540	6,000	6,000	6,000
Transfer from Aviation	5,450	4,000	4,000	4,000
Transfer from Water Protection Fund	30,520	34,000	34,000	36,000
Transfer from Landfill Fund	4,360	5,000	5,000	6,000
Transfer from Parking Fund	1,090	1,000	1,000	1,000
Transfer from Golf Course	4,360	3,000	3,000	3,000
Transfer from Transit Fund	17,440	12,000	12,000	12,000
	<u>106,820</u>	<u>96,000</u>	<u>96,000</u>	<u>102,000</u>
Interfund Transfers In				
Transfer from Parks & Rec	0	0	0	39,560
Transfer from Pub Safety Tax	2,751,757	4,920,140	4,920,140	4,440,244
Transfer from CDBG Fund	228,029	196,094	196,094	202,629
Transfer from Gaming Fund	120,000	55,000	55,000	55,000
Transfer from Parking Fund	69,093	75,347	75,347	0
Transfer from Water Protection Fund	1,880,049	1,793,111	1,793,111	2,148,352
Transfer from Municipal Golf Fund	21,330	21,409	21,409	0
Transfer from Mass Transit Fund	149,099	239,506	239,506	119,135
Transfer from Landfill Fund	724,581	574,892	574,892	610,892
Transfer from Museum	61,015	60,687	60,687	59,260
	<u>6,004,953</u>	<u>7,936,186</u>	<u>7,936,186</u>	<u>7,675,072</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	0	3,740,674	0	0
Total	<u>57,291,505</u>	<u>62,651,536</u>	<u>59,303,323</u>	<u>59,245,272</u>

GENERAL FUND EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	24,500,191	25,998,334	26,006,779	26,355,106
Overtime	1,189,738	1,282,536	1,288,536	1,239,303
FLSA Overtime (Fire Dept)	200,171	189,100	189,100	194,536
Temp-Part Time Wages	875,869	1,044,644	1,109,479	1,083,487
Out-of-Title Pay	102,825	134,865	134,865	128,322
Sick Leave Buy Back	13,172	15,301	15,301	16,993
Retired Consultant's Pay	121,904	162,213	162,213	115,825
	<u>27,003,871</u>	<u>28,826,992</u>	<u>28,906,272</u>	<u>29,133,573</u>
Employee Benefits				
Police Pension Contribution	2,010,170	2,433,295	2,433,295	2,107,217
Lagers Pension Contribution	2,860,227	4,849,587	4,854,412	4,789,415
FICA Contribution	857,495	939,657	944,201	958,719
FIM Medicare	372,691	393,952	395,015	421,101
457 Plan Employer Match	204,439	232,212	232,212	213,232
Health Insurance	3,797,589	4,322,607	4,336,795	4,435,704
Dental Insurance	149,972	156,267	156,806	170,336
Life Insurance	81,706	86,976	87,126	88,873
Unemployment Insurance	6,612	206	206	206
Long Term Disability	60,001	69,474	69,594	71,152
Workers Compensation	1,089,970	1,041,057	1,043,987	1,157,026
Uniform Allowance	352,925	364,500	364,500	364,500
EMT Allowance	23,375	25,500	25,500	25,500
Car/Mileage Allowance	55,329	56,529	57,157	41,164
Confer/Train/Travel	238,056	295,780	302,441	298,150
	<u>12,160,556</u>	<u>15,267,598</u>	<u>15,303,246</u>	<u>15,142,295</u>
Materials & Supplies				
Office Supplies	70,588	93,810	92,046	89,910
Police Evidence Supplies	3,967	4,000	4,031	7,000
Photo Supplies	1,312	1,900	1,900	1,200
Janitorial Supplies	64,902	69,050	69,050	70,650
Recreation Supplies	85,448	105,390	115,390	102,690
Safety Equip/Clothing	118,254	93,260	93,260	88,130
Chemical/Drugs/Medical Supplies	25,155	32,100	33,293	36,800
Motor Fuel and Lubricants	376,248	667,035	667,035	656,035
Minor Equipment	300,971	277,171	250,515	276,777
Materials & Supplies for Resale	220,602	228,350	228,350	229,350
Other Materials/Supplies	309,883	274,307	457,651	303,572
	<u>1,577,329</u>	<u>1,846,373</u>	<u>2,012,521</u>	<u>1,862,114</u>
Services				
Employment Services	291,528	174,205	174,205	196,705
Professional Services	562,362	682,619	785,951	736,495
Recruitment Costs	5,084	3,000	3,000	3,000
Memberships	55,861	60,272	60,272	61,109
Periodicals & Books	22,559	28,660	30,060	29,640
Communication Services	400,864	411,212	411,212	430,027

GENERAL FUND EXPENDITURES

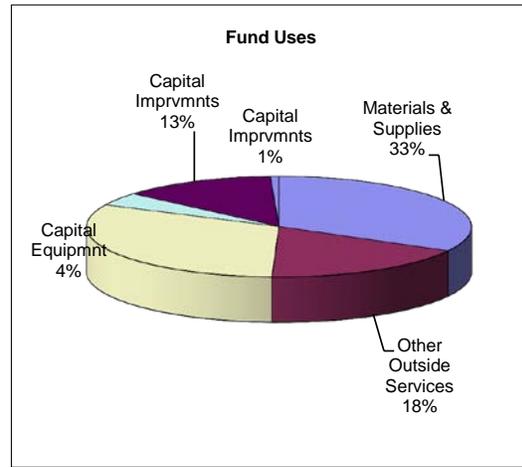
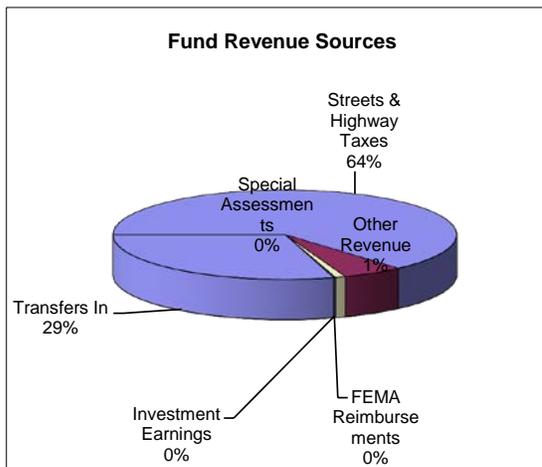
	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Postage	44,211	60,780	60,780	58,400
Freight	1,112	1,250	1,578	1,300
Advertising	96,306	110,940	135,479	123,690
Permits & Recording Fees	3,097	4,520	4,520	6,020
Printing & Binding	28,053	47,800	48,000	45,600
Gas Service	86,393	138,000	138,000	136,000
Electric Service	545,474	548,650	548,650	548,650
Water Service	58,850	57,315	57,315	56,715
Vehicle/Equipment Rent	34,720	163,385	165,535	167,974
Facility Rent Lease	53,851	61,400	61,400	61,400
M&R - Office Equipment	230,366	227,277	227,277	464,635
M&R - Building & Facilities	392,169	404,857	486,593	549,907
M&R - Machinery & Equipment	67,691	85,212	89,601	105,212
M&R - Motor Vehicles	794,857	724,780	734,727	738,380
M&R - Communications Equipment	1,132,013	1,141,070	1,141,070	1,161,321
Major Maintenance & Repairs	0	103,000	23,000	40,000
Custodial Services	79	0	0	0
Towing Services	7,071	10,200	10,200	10,350
Laundry Services	29,285	34,146	34,146	33,811
Solid Waste Disposal Services	34,039	34,220	34,220	36,530
MO DNR Fees	541	670	670	670
Special Contributions	1,102,268	1,080,164	1,120,164	1,049,108
Other Services	1,294,097	855,316	879,085	509,566
	<u>7,374,803</u>	<u>7,254,920</u>	<u>7,466,710</u>	<u>7,362,214</u>
Other Charges				
Principal	219,829	140,000	140,000	145,000
Interest	80,986	50,625	50,625	44,325
Other Debt Charges	3,592	3,700	3,700	6,884
Insurance	333,862	369,136	369,136	382,990
Judgments & Claims	49,983	43,000	43,000	44,500
Election Expenses	0	80,000	78,600	30,000
Refund Expenses	0	6,250	6,250	6,250
	<u>688,251</u>	<u>692,711</u>	<u>691,311</u>	<u>659,949</u>
Capital Outlay				
Office Equipment & Furniture	20,653	150,000	150,000	9,000
Motor Vehicles	65,669	27,000	27,000	452,230
Machinery & Equipment	166,571	85,000	85,000	25,000
Radio & Communications Equipment	67,483	200,000	548,727	0
Software Purchases	172,213	382,100	418,400	106,000
	<u>492,589</u>	<u>844,100</u>	<u>1,229,127</u>	<u>592,230</u>
Capital Improvements				
Building	29,629	0	10,000	0
Street, Curbs, Sidewalks	4,581,840	3,310,000	3,310,000	3,708,000
Improv Other Than Buildings	95,165	298,661	498,661	76,161
	<u>4,706,634</u>	<u>3,608,661</u>	<u>3,818,661</u>	<u>3,784,161</u>
Interfund Transfers				
Transfer to Streets Maintenance	1,890,280	2,540,270	2,540,270	1,236,000
Transfer to Parks Maintenance	351,490	609,595	609,595	466,840
Transfer to Public Safety Tax	64,801	0	0	0
Transfer to Aviation	52,892	20,000	20,000	100,000
Transfer to Public Parking	1,288,788	382,455	382,455	419,455
Transfer to Water Protection	11,929	0	0	0
Transfer to Golf	365,700	57,861	57,861	47,360
Transfer to Capital Projects	993,245	700,000	761,987	354,500
	<u>5,019,126</u>	<u>4,310,181</u>	<u>4,372,168</u>	<u>2,624,155</u>
				<u>0</u>
Total	<u>59,023,159</u>	<u>62,651,536</u>	<u>63,800,016</u>	<u>61,160,690</u>

STREETS MAINTENANCE FUND

SUMMARY

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Beginning FB:			431,836	431,836
Streets & Highway Taxes	2,804,944	2,774,480	2,774,480	2,765,740
Charges for Service	220,612	330,000	330,000	250,000
Other Revenue	68,183	10,000	42,000	42,000
FEMA Reimbursements	-	-	-	-
Investment Earnings	8,117	450	450	450
Special Assessments	8,870	6,750	6,750	6,750
Transfers In	2,215,280	2,590,270	2,590,270	1,286,000
Fund Balance Appropriation	-	-	-	-
TOTAL SOURCES	<u>5,326,007</u>	<u>5,711,950</u>	<u>5,743,950</u>	<u>4,350,940</u>
USES				
Materials & Supplies	1,087,005	1,414,900	1,414,900	1,436,400
Other Outside Services	561,851	700,050	700,050	764,540
Utilities	1,564,641	1,371,000	1,371,000	1,371,000
Operating Capital Equipment	397,451	375,000	407,000	183,000
Capital Improvements	1,675,076	1,820,000	1,820,000	564,000
Transfers Out	35,970	31,000	31,000	32,000
TOTAL USES	<u>5,321,994</u>	<u>5,711,950</u>	<u>5,743,950</u>	<u>4,350,940</u>
Net Surplus (Deficit)			-	-
ENDING RESERVED FUND BALANCE:			<u>431,836</u>	<u>431,836</u>

*Should it become necessary at year-end, additional funds would be transferred from the General Fund.



STREETS MAINTENANCE FUND

REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Streets & Highway Taxes				
Fuel Tax	2,081,209	2,050,740	2,050,740	2,050,740
Road & Bridge Tax	<u>723,735</u>	<u>723,740</u>	<u>723,740</u>	<u>715,000</u>
	2,804,944	2,774,480	2,774,480	2,765,740
Charges for Services				
Street Cut Repair	<u>220,612</u>	<u>330,000</u>	<u>330,000</u>	<u>250,000</u>
	220,612	330,000	330,000	250,000
Other Revenue				
Sale of Fixed Assets	60,085	-	32,000	32,000
Insurance Proceeds	1,953	-	-	-
Sale of Gas & Oil	-	-	-	-
Recycling Revenue	1,900	-	-	-
Recovery/Reimbursements/PY Refunds	4,244	10,000	10,000	10,000
Other Revenue	-	-	-	-
	<u>68,183</u>	<u>10,000</u>	<u>42,000</u>	<u>42,000</u>
Grants & Entitlements				
FEMA	-	-	-	-
SEMA	-	-	-	-
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Principal Earnings				
Principal on Special Assessment	<u>8,870</u>	<u>6,750</u>	<u>6,750</u>	<u>6,750</u>
	8,870	6,750	6,750	6,750
Investment Earnings				
Interest on Special Assessments	1,748	-	-	-
Investment Interest Income	<u>6,368</u>	<u>450</u>	<u>450</u>	<u>450</u>
	8,117	450	450	450
Interfund Transfers In				
Transfer from General Fund	1,890,280	2,540,270	2,540,270	1,236,000
Transfer from Gaming Fund	-	50,000	50,000	50,000
Transfer from Landfill Fund	<u>325,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>2,215,280</u>	<u>2,590,270</u>	<u>2,590,270</u>	<u>1,286,000</u>
Fund Balance Appropriations	-	-	-	-
Total	<u>5,326,007</u>	<u>5,711,950</u>	<u>5,743,950</u>	<u>4,350,940</u>

STREETS MAINTENANCE FUND

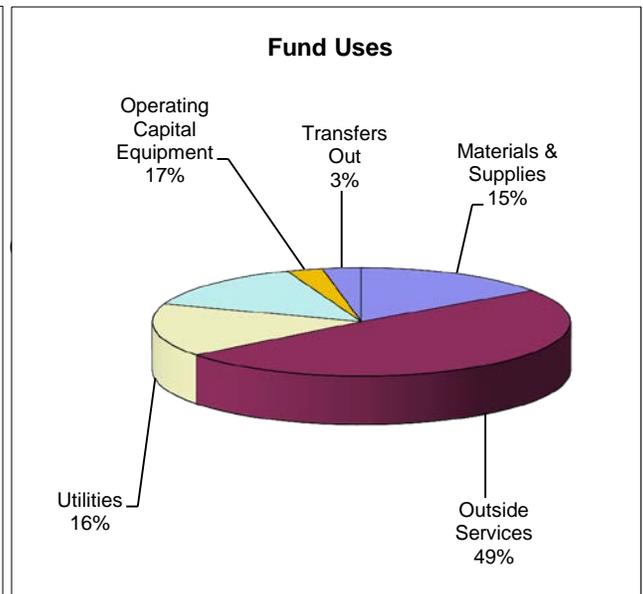
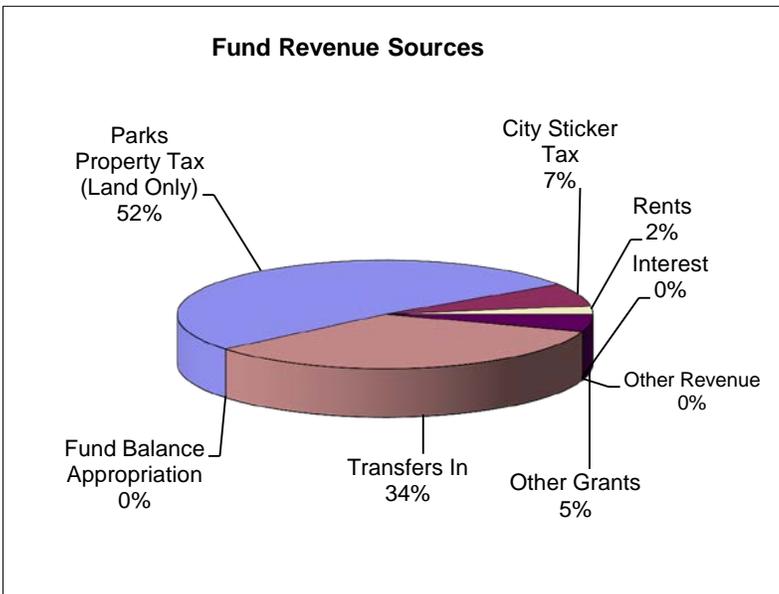
EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Office Supplies	179	800	800	800
Safety Equip/Clothing	16,104	17,700	17,700	21,200
Motor Fuel and Lubricants	14,718	22,150	22,150	22,150
Minor Equipment	33,668	38,500	38,500	38,500
Street Maintenance Supplies	990,441	1,277,100	1,277,100	1,277,100
Traffic/Lighting Supplies	30,318	56,000	56,000	74,000
Other Materials/Supplies	1,576	2,650	2,650	2,650
	<u>1,087,005</u>	<u>1,414,900</u>	<u>1,414,900</u>	<u>1,436,400</u>
Services				
Employment Services	-	-	-	-
Employment Services	155,085	190,000	190,000	195,000
Professional Services	16,516	11,000	11,000	11,000
Memberships	-	200	200	200
Periodicals & Books	175	200	200	200
Communication Svcs	220	1,800	1,800	1,800
Postage	24	200	200	200
Freight	700	1,500	1,500	1,500
Advertising	366	-	-	-
Printing & Binding	-	-	-	-
Electric Service - Street Lighting	1,564,641	1,371,000	1,371,000	1,371,000
Vehicle/Equipment Rent	3,181	3,900	3,900	3,900
M&R - Building & Facilities	244,398	254,150	254,150	254,150
M&R - Machinery & Equipment	-	1,000	1,000	1,000
M&R - Motor Vehicles	101,477	96,000	96,000	96,000
M&R - Communications Equipment	3,800	3,800	3,800	3,800
Towing Services	-	100	100	100
Laundry Services	1,058	2,200	2,200	2,200
MO DNR Fees	2	-	-	-
Other Services	34,850	132,500	132,500	132,500
	<u>2,126,492</u>	<u>2,069,550</u>	<u>2,069,550</u>	<u>2,074,550</u>
Other Charges				
Computer Network Transfer	35,970	31,000	31,000	32,000
Insurance	-	-	-	59,490
Judgement & Claims	-	1,500	1,500	1,500
	<u>35,970</u>	<u>32,500</u>	<u>32,500</u>	<u>92,990</u>
Capital Outlay				
Motor Vehicles	21,697	-	-	35,000
Office Equipment & Furniture	12,615	-	-	-
Machinery & Equipment	363,139	375,000	407,000	148,000
Radios	-	-	-	-
	<u>397,451</u>	<u>375,000</u>	<u>407,000</u>	<u>183,000</u>
Public Improvements				
Buildings	-	50,000	50,000	50,000
Improvements Other Than Buildings	72,209	166,000	166,000	166,000
Streets, Curbs & Sidewalks	1,602,867	1,604,000	1,604,000	348,000
	<u>1,675,076</u>	<u>1,820,000</u>	<u>1,820,000</u>	<u>564,000</u>
Total	<u>5,321,994</u>	<u>5,711,950</u>	<u>5,743,950</u>	<u>4,350,940</u>

PARKS MAINTENANCE FUND

SUMMARY

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$339,175		\$257,546	\$284,946
SOURCES				
Parks Property Tax (Land Only)	700,233	707,000	734,400	717,040
City Sticker Tax	95,533	95,000	95,000	95,000
Rents	33,278	34,450	34,450	34,450
Operating Grants	-	-	-	-
Other Grants	79,004	70,000	70,000	70,000
Interest	1,976	-	-	-
Other Revenue	9,490	-	-	2,000
Transfers In	351,490	609,595	609,595	466,840
Fund Balance Appropriation	-	-	-	-
TOTAL SOURCES	<u>1,271,004</u>	<u>1,516,045</u>	<u>1,543,445</u>	<u>1,385,330</u>
USES BY PROGRAM				
Materials & Supplies	170,748	199,650	199,650	211,150
Outside Services	722,633	655,395	655,395	681,620
Utilities	167,078	220,000	220,000	220,000
Capital Equipment	219,064	94,000	94,000	192,500
Capital Improvemnets	72,019	347,000	347,000	38,500
Transfers Out	1,090	-	-	41,560
TOTAL USES	<u>1,352,632</u>	<u>1,516,045</u>	<u>1,516,045</u>	<u>1,385,330</u>
Net Surplus (Deficit)	<u>(81,629)</u>	<u>-</u>	<u>27,400</u>	<u>-</u>
Projected Ending Fund Balance:	\$257,546		\$284,946	\$284,946



PARKS MAINTENANCE FUND

REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Park District Tax	668,715	675,000	700,000	681,000
Prior Park District R/E Tax	24,253	26,000	28,000	30,000
R/E Penalty & Interest	7,264	6,000	6,400	6,040
	<u>700,233</u>	<u>707,000</u>	<u>734,400</u>	<u>717,040</u>
Licenses				
City Sticker & Penalty	95,533	95,000	95,000	95,000
	<u>95,533</u>	<u>95,000</u>	<u>95,000</u>	<u>95,000</u>
Rents				
Horace Mann Rent	33,278	34,450	34,450	34,450
	<u>33,278</u>	<u>34,450</u>	<u>34,450</u>	<u>34,450</u>
Other Revenue				
Sale of Fixed Assets	-	-	-	-
Insurance Proceeds	5,239	-	-	-
Concessions-Vending Machines	-	-	-	-
Donations	-	-	-	-
Recycling Revenue	2,109	-	-	-
Other Revenue	1,600	-	-	-
Refund Prior Yr Expense	543	-	-	-
Recovery/Reimbursements	-	-	-	2,000
	<u>9,490</u>	<u>-</u>	<u>-</u>	<u>2,000</u>
Interst Earnings				
Interest on Investments	1,976	-	-	-
	<u>1,976</u>	<u>-</u>	<u>-</u>	<u>-</u>
Intergovernmental				
FEMA Reimbursement Funds	-	-	-	-
SEMA Reimbursement Funds	-	-	-	-
Bode Trust	-	-	-	-
Parks Maintenance Trust	79,004	70,000	70,000	70,000
	<u>79,004</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
Interfund Transfers In				
Transfer from General Fund	351,490	609,595	609,595	466,840
Transfer from Gaming Fund	-	-	-	-
	<u>351,490</u>	<u>609,595</u>	<u>609,595</u>	<u>466,840</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>1,271,004</u>	<u>1,516,045</u>	<u>1,543,445</u>	<u>1,385,330</u>

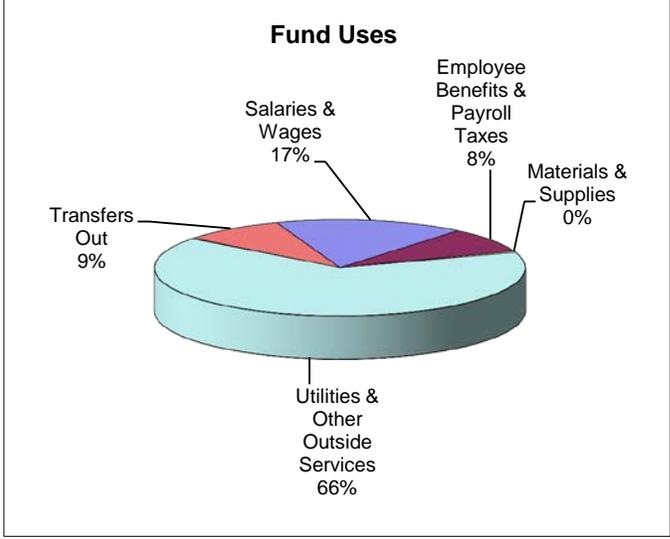
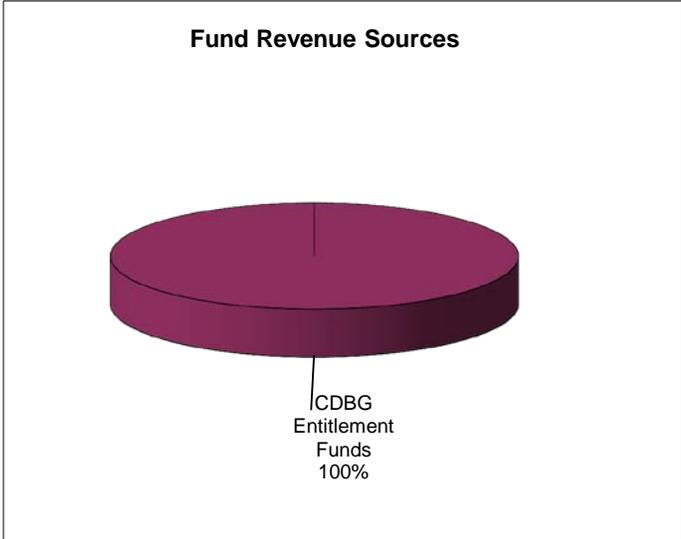
PARKS MAINTENANCE FUND

EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Janitorial Supplies	5,947	5,000	5,000	5,000
Office Supplies	40	-	-	-
Recreation Supplies	24,152	21,000	21,000	21,000
Safety Equip/Clothing	3,006	3,500	3,500	3,500
Chemical/Drugs/Medical Supplies	307	150	150	150
Motor Fuel and Lubricants	88,076	125,000	125,000	125,000
Minor Equipment	23,428	20,000	20,000	31,500
Traffic & Lighting Supplies	25,692	25,000	25,000	25,000
Traffic & Lighting Supplies	100	-	-	-
	<u>170,748</u>	<u>199,650</u>	<u>199,650</u>	<u>211,150</u>
Services				
Employment Services	220,550	220,000	220,000	220,000
Memberships	16	20	20	20
Avertising	100	-	-	-
Telephone Service	5,034	5,090	5,090	5,090
Gas Service	19,351	45,000	45,000	45,000
Electric Service	122,271	125,000	125,000	125,000
Water Service	25,456	50,000	50,000	50,000
Vehicle/Equipment Rent	1,409	2,700	2,700	2,700
M&R - Building & Facilities	156,626	125,500	125,500	130,000
M&R - Machinery & Equipment	18,238	20,000	20,000	20,000
M&R - Motor Vehicles	141,023	100,000	100,000	104,500
M&R - Communications Equipment	5,000	5,000	5,000	5,000
Laundry Services	914	1,000	1,000	1,000
MO DNR Fees	1,540	1,000	1,000	2,000
Other Services	55,612	58,500	58,500	58,500
	<u>773,141</u>	<u>758,810</u>	<u>758,810</u>	<u>768,810</u>
Interfund Transfers				
Transfer to Computer Network	1,090	-	-	2,000
Transfer to General Fund	-	-	-	39,560
	<u>1,090</u>	<u>-</u>	<u>-</u>	<u>41,560</u>
Other Charges				
Insurance	108,899	114,585	114,585	130,810
Judgement & Claims	7,671	2,000	2,000	2,000
	<u>116,570</u>	<u>116,585</u>	<u>116,585</u>	<u>132,810</u>
Capital Outlay				
Motor Vehicles	27,923	-	-	35,000
Machinery & Equipment	191,141	94,000	94,000	157,500
	<u>219,064</u>	<u>94,000</u>	<u>94,000</u>	<u>192,500</u>
Capital Improvements				
Buildings	-	97,000	97,000	12,000
Streets, Curbs & sidewalks	72,019	250,000	250,000	26,500
	<u>72,019</u>	<u>347,000</u>	<u>347,000</u>	<u>38,500</u>
Total	<u>1,352,632</u>	<u>1,516,045</u>	<u>1,516,045</u>	<u>1,385,330</u>

COMMUNITY DEVELOPMENT BLOCK GRANT FUND SUMMARY

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Special Assessments/Interest Earnings	12,111	-	-	-
Intergovernmental/Other Grants	1,975,519	2,236,370	2,541,370	2,236,370
Other Revenue	137,720	-	-	-
Transfers (To)/From - Reprogrammable Funds	109,999	-	15,000	-
TOTAL SOURCES	<u>2,235,349</u>	<u>2,236,370</u>	<u>2,556,370</u>	<u>2,236,370</u>
USES				
Salaries & Wages	380,175	388,810	388,810	385,935
Employee Benefits & Payroll Taxes	124,756	193,485	193,485	196,037
Materials & Supplies	5,203	10,272	10,272	10,272
Utilities & Other Outside Services	1,747,542	1,533,425	1,853,425	1,528,925
Property Ins & Other	5,850	10,255	10,255	4,120
Transfers Out	234,569	202,094	202,094	208,629
TOTAL USES	<u>2,498,095</u>	<u>2,338,341</u>	<u>2,658,341</u>	<u>2,333,918</u>
Net Surplus (Deficit) to/from Reprogrammed Fnd:	<u>(262,746)</u>	<u>(101,971)</u>	<u>(101,971)</u>	<u>(97,548)</u>



COMMUNITY DEVELOPMENT BLOCK GRANT FUND REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenues				
Loss on Sale of Fixed Assets	80,581	-	-	-
Refunds PY Expenditures	12,316	-	-	-
Other Revenue	44,823	-	-	-
	<u>137,720</u>	<u>-</u>	<u>-</u>	<u>-</u>
Special Assessments				
Principal	12,101	-	-	-
Interest on Special Assessments	10	-	-	-
	<u>12,111</u>	<u>-</u>	<u>-</u>	<u>-</u>
Intergovernmental				
Home Program Grant	414,806	342,189	342,189	342,189
Community Development Block Grant	1,435,312	1,894,181	2,199,181	1,894,181
American Rec Reinvst Grant	80,581	-	-	-
Federal HMIS Grant	44,820	-	-	-
	<u>1,975,519</u>	<u>2,236,370</u>	<u>2,541,370</u>	<u>2,236,370</u>
Interfund Transfers In				
Transfer from Rehab Loan Fund	-	-	15,000	-
Transfer from HOME Revolv Fund	109,999	-	-	-
	<u>109,999</u>	<u>-</u>	<u>15,000</u>	<u>-</u>
Transfer from/(to) Reprogrammable Funds				
Appropriated from Fund Balance	-	101,971	-	-
	<u>-</u>	<u>101,971</u>	<u>-</u>	<u>-</u>
Total	<u>2,235,349</u>	<u>2,338,341</u>	<u>2,556,370</u>	<u>2,236,370</u>

COMMUNITY DEVELOPMENT BLOCK GRANT FUND EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	380,175	388,810	388,810	385,935
	<u>380,175</u>	<u>388,810</u>	<u>388,810</u>	<u>385,935</u>
Employee Benefits				
Lagers Pension Contribution	11,771	43,907	43,907	45,540
FICA Contribution	23,740	24,107	24,107	23,927
FICA Medicare	5,552	5,639	5,639	5,596
457 Employer Match Plan	2,340	2,340	2,340	2,340
Health Insurance	57,055	64,638	64,638	64,637
Dental Insurance	2,329	2,329	2,329	2,492
Life Insurance	1,278	1,308	1,308	1,298
Long Term Disability	973	1,048	1,048	1,038
Workers Compensation	14,586	14,437	14,437	15,438
Car/Mileage Allowance	2,038	6,750	6,750	6,750
Confer/Train/Travel	3,093	26,981	26,981	26,981
	<u>124,756</u>	<u>193,485</u>	<u>193,485</u>	<u>196,037</u>
Materials & Supplies				
Office Supplies	3,633	5,800	5,800	5,800
Motor Fuel	1,222	1,600	1,600	1,600
Minor Equipment	298	1,855	1,855	1,855
Other Materials/Supplies	50	1,017	1,017	1,017
	<u>5,203</u>	<u>10,272</u>	<u>10,272</u>	<u>10,272</u>
Services				
Employment Services	7,519	-	-	-
Professional Services	59,049	110,000	110,000	110,000
Memberships	4,580	1,595	1,595	1,595
Periodicals & Books	417	1,000	1,000	1,000
Telephone Service	1,448	5,320	5,320	5,320
Postage	3,184	7,800	7,800	7,800
Freight	15	-	-	-
Advertising	16,775	26,080	26,080	26,080
Permits & Recording Fees	1,933	2,245	2,245	2,245
Printing & Binding	202	2,160	2,160	2,160
Gas Service	3,863	4,700	4,700	4,700
Electric Service	5,401	7,000	7,000	5,000
Water Service	1,114	4,000	4,000	1,000
Vehicle/Equipment Rent	1,738	3,350	3,350	3,350
M&R - Motor Vehicles	365	700	700	700
M&R - Communications Equipment	-	100	100	100
Solid Waste Disposal	1,122	500	500	1,000
Special Contributions	392,666	387,500	387,500	387,500
Other Services	1,246,150	969,375	1,289,375	969,375
	<u>1,747,542</u>	<u>1,533,425</u>	<u>1,853,425</u>	<u>1,528,925</u>
Other Charges				
Insurance	5,850	10,255	10,255	4,120
Transfer to General Fund	228,029	196,094	196,094	202,629
Transfer to General Fund - Computer	6,540	6,000	6,000	6,000
	<u>240,418</u>	<u>212,349</u>	<u>212,349</u>	<u>212,749</u>
Total	<u>2,498,095</u>	<u>2,338,341</u>	<u>2,658,341</u>	<u>2,333,918</u>

GAMING INITIATIVES FUND

SUMMARY

	2016-17	2017-18		2018-19
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Projected Beginning Fund Balance:	\$421,558		\$421,558	\$372,288
SOURCES				
Gaming Revenue	928,364	1,030,000	1,030,000	1,030,000
Other Revenue	-	-	-	-
Interest Earnings	1,906	200	200	200
Transfers from Other Funds	10,000	-	-	-
Grants & Entitlements	-	-	-	-
Appropriated from/(to) Fund Balance	<u>(23,910)</u>	<u>24,270</u>	<u>-</u>	<u>-</u>
TOTAL SOURCES	<u>916,359</u>	<u>1,054,470</u>	<u>1,030,200</u>	<u>1,030,200</u>
USES BY PROGRAM				
Gaming Funded Initiatives	<u>916,359</u>	<u>1,054,470</u>	<u>1,079,470</u>	<u>1,255,160</u>
TOTAL USES	<u>916,359</u>	<u>1,054,470</u>	<u>1,079,470</u>	<u>1,255,160</u>
Net Surplus (Deficit)	<u>-</u>	<u>-</u>	<u>(49,270)</u>	<u>(224,960)</u>
Projected Ending Fund Balance:	\$421,558		\$372,288	\$147,328

GAMING INITIATIVES FUND

REVENUES

	2016-17	2017-18		2018-19
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Rents				
State Admissions	508,118	618,000	618,000	618,000
State Gaming	420,246	412,000	412,000	412,000
	<u>928,364</u>	<u>1,030,000</u>	<u>1,030,000</u>	<u>1,030,000</u>
Investment Interest				
Interest Income	1,906	200	200	200
	<u>1,906</u>	<u>200</u>	<u>200</u>	<u>200</u>
Other Revenue				
Donations	-	-	-	-
Refunds Prior Year	-	-	-	-
Other Revenue	-	-	-	-
Recovery/Reimbursement	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers				
Transfer From General Fund	10,000	-	-	-
	<u>10,000</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	(23,910)	24,270	-	-
	<u>(23,910)</u>	<u>24,270</u>	<u>-</u>	<u>-</u>
Total	<u>916,359</u>	<u>1,054,470</u>	<u>1,030,200</u>	<u>1,030,200</u>

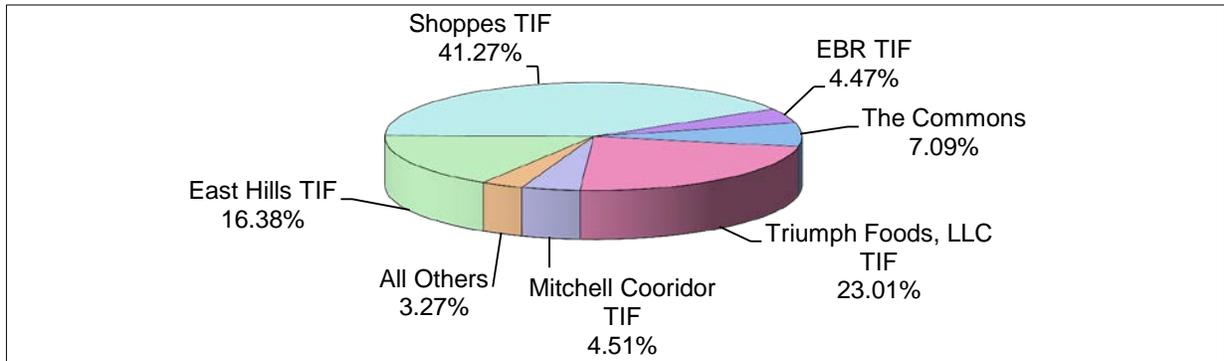
GAMING INITIATIVES FUND

EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Services & Supplies				
Minor Equipment	-	-	-	-
Employment Services	-	-	-	-
Professional Services	88,279	120,000	120,000	300,000
Communication Services	-	-	-	-
Postage	-	-	-	-
Advertising	44,659	50,000	50,000	50,000
MR Communications Equipment	-	-	-	-
Major Repairs & Replacement	-	-	-	-
Special Contributions	531,634	526,370	551,370	617,060
Other Services	65,287	81,600	81,600	81,600
	<u>729,859</u>	<u>777,970</u>	<u>802,970</u>	<u>1,048,660</u>
Interfund Transfers Out				
Transfer to General Fund	120,000	55,000	55,000	55,000
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	60,000	60,000	90,000
Transfer to Parking Fund	6,500	6,500	6,500	6,500
Transfer to Capital Projects Fund	-	-	-	-
	<u>186,500</u>	<u>176,500</u>	<u>176,500</u>	<u>206,500</u>
Capital Outlay				
Buildings	-	-	-	-
Improvements Other Than Buildings	-	100,000	100,000	-
Motor Vehicles	-	-	-	-
Software Purchases	-	-	-	-
Radio & Communication Equipment	-	-	-	-
Machinery & Equipment	-	-	-	-
	<u>-</u>	<u>100,000</u>	<u>100,000</u>	<u>-</u>
Total	<u>916,359</u>	<u>1,054,470</u>	<u>1,079,470</u>	<u>1,255,160</u>

SPECIAL ALLOCATION FUND SUMMARY

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$ 564,659		\$ 2,822,017	\$ 3,819,769
SOURCES				
PILOTS	3,212,010	2,977,262	3,342,747	3,364,374
EATS/TDD/NonIncremental Sales Tax	4,813,135	5,061,520	5,061,520	4,895,670
Bond Proceeds/Reimbursements	-	-	-	-
Recovery/Reimbursement/Other Revenue	15,000	3,000	3,000	3,000
Sewer System Development Fees	-	-	-	-
Developer Contributions	384,705	425,380	425,380	425,380
Interest Earnings	29,340	1,045	1,045	1,045
Sewer Reserve Charges	581,682	546,000	546,000	546,000
Transfers from Other Funds	-	5,000	5,000	5,000
TOTAL SOURCES	<u>9,035,871</u>	<u>9,019,207</u>	<u>9,384,692</u>	<u>9,240,469</u>
USES BY PROGRAM				
Center Building TIF	2,064	52,395	52,395	52,395
Gilmore Building TIF	316	300	300	300
Downtown Mosaic TIF	8,890	2,000	2,000	2,000
CVS Ashland TIF	158	7,000	7,000	7,000
Uptown Redevelopment TIF	156	500	500	500
Ryan Block TIF	118	130	130	130
Cooks Crossing EDC	1,164	149,480	149,480	149,480
Downtown Redevelopment TIF	-	5,000	5,000	5,000
Mitchell Avenue Corridor TIF	380,244	382,050	382,050	381,600
The Commons Development (EDC)	627,274	599,750	599,750	599,750
North East Cook Road TIF	14,102	8,900	8,900	8,900
East Hills TIF	23,800	1,385,200	1,385,200	1,385,200
Shoppes at North Village TIF	3,416,815	3,412,266	3,412,266	3,489,038
EBR Development TIF	298,544	377,625	377,625	377,625
Triumph Foods, LLC TIF	1,944,187	1,944,244	1,944,244	1,945,395
Fountain Creek TIF	93	100	100	100
3rd Street Hotel TIF	58,907	-	-	-
Tuscany Towers TIF	1,682	60,000	60,000	60,000
TOTAL USES	<u>6,778,513</u>	<u>8,386,940</u>	<u>8,386,940</u>	<u>8,464,413</u>
Net Surplus (Deficit)	<u>2,257,358</u>	<u>632,267</u>	<u>997,752</u>	<u>776,056</u>
Projected Ending Fund Balance:	\$ 2,822,017		\$ 3,819,769	\$ 4,595,825



SPECIAL ALLOCATION FUND

REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Real Property				
Real Property Tax	112	-	-	-
	<u>112</u>	<u>-</u>	<u>-</u>	<u>-</u>
Personal Property				
Payment in Lieu of Taxes (PILOTS)-City	635,864	590,834	682,669	746,834
PILOTS - Other	2,474,947	2,301,428	2,574,078	2,532,540
TIF Public Infrastructure	101,087	85,000	86,000	85,000
	<u>3,211,898</u>	<u>2,977,262</u>	<u>3,342,747</u>	<u>3,364,374</u>
Sales Tax				
Economic Activity Taxes (EATS) City	3,275,769	3,520,850	3,520,850	3,355,000
EATS - County	1,310,639	1,368,340	1,368,340	1,368,340
EATS - Other	137,594	138,800	138,800	138,800
Non Incremental Sales Tax	-	-	-	-
Use Tax County	36,530	29,830	29,830	29,830
TDD Sales Tax	-	-	-	-
CID Sales Tax	52,603	3,700	3,700	3,700
	<u>4,813,135</u>	<u>5,061,520</u>	<u>5,061,520</u>	<u>4,895,670</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	15,000	3,000	3,000	3,000
Developer Contributions	384,705	425,380	425,380	425,380
Sewer Reserve Charges	581,682	546,000	546,000	546,000
Other Revenue	(30,746)	-	-	-
Interest on Investments	2,801	445	445	445
MDFB Interest Income	4,236	100	100	100
IDA Interest Income	53,049	500	500	500
	<u>1,010,726</u>	<u>975,425</u>	<u>975,425</u>	<u>975,425</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>9,035,871</u>	<u>9,019,207</u>	<u>9,384,692</u>	<u>9,240,469</u>

SPECIAL ALLOCATION FUND

EXPENDITURES

	2016-17	2017-18		2018-19
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Supplies & Services				
Professional Services	9,235	15,300	15,300	15,300
Postage	-	-	-	-
Advertising	-	-	-	-
License/Permits	156	-	-	-
Special Contributions/Services	106,133	81,145	81,145	81,145
Other Services	700,760	708,480	708,480	708,480
	<u>816,284</u>	<u>804,925</u>	<u>804,925</u>	<u>804,925</u>
Debt Service				
Principal Payments	3,509,205	3,219,480	3,219,480	3,429,480
Interest Payments	2,431,556	2,143,560	2,143,560	2,011,033
Other Debt Charges	21,468	24,000	24,000	24,000
TIF Reimbursable Expenses	-	2,194,975	2,194,975	2,194,975
Payment to Ref Escrow Agent	-	-	-	-
	<u>5,962,229</u>	<u>7,582,015</u>	<u>7,582,015</u>	<u>7,659,488</u>
Interfund Transfers				
Transfer to Water Protection	-	-	-	-
Total	<u>6,778,513</u>	<u>8,386,940</u>	<u>8,386,940</u>	<u>8,464,413</u>

MUSEUM TAX FUND

SUMMARY

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Beginning FB:	92,739		120,287	137,600
SOURCES				
Property Tax	453,092	459,300	459,300	462,550
Prop Tx Rev Dedicated to Minor Repairs	25,000	25,000	25,000	25,000
Other Revenue	-	-	-	-
Interest Earnings	1,519	700	700	700
TOTAL SOURCES	<u>479,611</u>	<u>485,000</u>	<u>485,000</u>	<u>488,250</u>
USES BY PROGRAM				
Museum Tax Contract Contributions	345,490	360,000	360,000	360,000
Other Museum Related Expenditures	81,573	82,687	82,687	88,410
Capital \$ Used for Minor W-T Repairs	25,000	25,000	25,000	25,000
TOTAL USES	<u>452,063</u>	<u>467,687</u>	<u>467,687</u>	<u>473,410</u>
Net Surplus (Deficit)	<u>27,548</u>	<u>17,313</u>	<u>17,313</u>	<u>14,840</u>
ENDING OPERATING FUND BALANCE:	<u>120,287</u>	<u>137,600</u>	<u>137,600</u>	<u>152,440</u>

	Beginning Capital FB:	209,000	284,000	359,000
SOURCES				
Property Tax		75,000	75,000	75,000
Appropriated from (to) Fund Balance		-	284,000	359,000
		<u>75,000</u>	<u>359,000</u>	<u>434,000</u>
USES				
Capital Improvements - Wyeth-Tootle		-	359,000	434,000
		<u>-</u>	<u>359,000</u>	<u>434,000</u>
Net Capital Surplus (Deficit)		<u>75,000</u>	<u>-</u>	<u>-</u>
ENDING CIP FUND BALANCE:		<u>284,000</u>	<u>359,000</u>	<u>359,000</u>
TOTAL USES		<u>452,063</u>	<u>826,687</u>	<u>907,410</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

	2016-17	2017-18		2018-19
	Actual	Amended Budget	Estimated Actual	Budget
Real Property Tax				
Current Real Estate Tax	348,129	355,000	355,000	354,345
Prior Real Estate Tax	12,186	13,000	13,000	13,000
Real Estate Penalty and Interest	3,062	3,200	3,200	2,000
	<u>363,378</u>	<u>371,200</u>	<u>371,200</u>	<u>369,345</u>
Personal Property Tax				
Current Personal Property Tax	121,105	118,000	118,000	122,260
Personal Property Penalty and Int	1,980	2,100	2,100	2,100
Prior Personal Property Tax	6,345	7,000	7,000	7,040
M & M Surtax	33,405	34,000	34,000	34,000
	<u>162,835</u>	<u>161,100</u>	<u>161,100</u>	<u>165,400</u>
Other Personal Property Tax				
Payment in Lieu of Taxes - Other	-	-	-	3,565
Financial Institution Tax	3,467	3,500	3,500	3,140
Railroad Tax	23,412	23,500	23,500	21,100
	<u>26,879</u>	<u>27,000</u>	<u>27,000</u>	<u>27,805</u>
Investment Interest				
Interest Income	1,519	700	700	700
Other Revenue	-	-	-	-
	<u>1,519</u>	<u>700</u>	<u>700</u>	<u>700</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	266,687	-	359,000
	<u>-</u>	<u>266,687</u>	<u>-</u>	<u>359,000</u>
Total	<u>554,611</u>	<u>826,687</u>	<u>560,000</u>	<u>922,250</u>

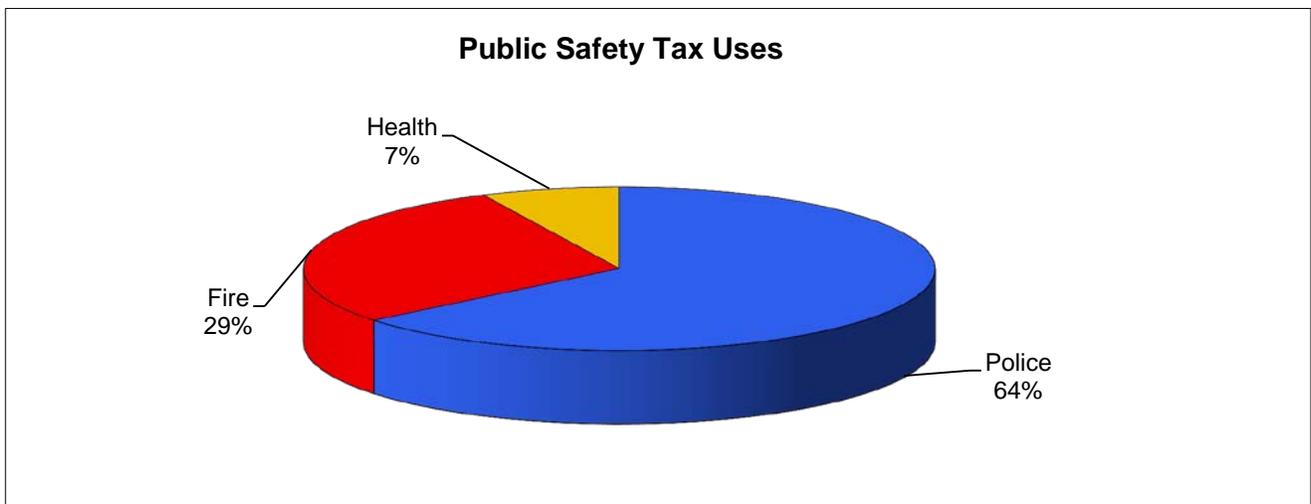
MUSEUM TAX FUND

EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Services & Supplies				
Special Contributions	370,490	385,000	385,000	385,000
Other Services	14,067	14,000	14,000	14,200
	<u>384,557</u>	<u>399,000</u>	<u>399,000</u>	<u>399,200</u>
Interfund Transfers Out				
Transfer to General Fund	61,015	60,687	60,687	59,260
Transfer to Capital Projects	-	-	-	-
	<u>61,015</u>	<u>60,687</u>	<u>60,687</u>	<u>59,260</u>
Insurance				
Insurance	6,491	8,000	8,000	14,950
	<u>6,491</u>	<u>8,000</u>	<u>8,000</u>	<u>14,950</u>
Capital Improvements				
Building Improvements	-	359,000	-	434,000
	<u>-</u>	<u>359,000</u>	<u>-</u>	<u>434,000</u>
Total	<u>452,063</u>	<u>826,687</u>	<u>467,687</u>	<u>907,410</u>

PUBLIC SAFETY TAX FUND SUMMARY

	2016-17	2017-18		2018-19
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Projected Beginning Fund Balance:			\$ 3,695,809	\$ 2,245,762
SOURCES				
Sales Tax	5,062,548	5,009,575	5,009,575	5,034,600
EATS	1,085,771	1,011,040	1,011,040	1,016,000
Sale of Fixed Assets	-	-	-	-
Insurance Proceeds	-	-	-	-
Interest Earnings	16,571	-	-	-
Transfer	64,801	-	-	-
Fund Balance Appropriation	-	7,470,662	-	-
TOTAL SOURCES	<u>6,229,690</u>	<u>13,491,277</u>	<u>6,020,615</u>	<u>6,050,600</u>
USES BY PROGRAM				
Public Safety - Police	3,313,483	4,670,423	4,670,423	4,386,355
Public Safety - Fire	2,562,610	2,355,546	2,355,546	1,970,226
Public Safety - Health	187,582	444,693	444,693	485,771
TOTAL USES	<u>6,063,675</u>	<u>7,470,662</u>	<u>7,470,662</u>	<u>6,842,352</u>
Net Surplus (Deficit)	<u>166,015</u>	<u>6,020,615</u>	<u>(1,450,047)</u>	<u>(791,752)</u>
ENDING RESERVED FUND BALANCE:			\$ 2,245,762	\$ 1,454,010



PUBLIC SAFETY TAX FUND

REVENUES

	2016-17	2017-18		2018-19
	Actual	Amended Budget	Estimated Actual	Budget
Sales Tax				
Public Safety Sales Tax	6,580,997	6,473,640	6,473,640	6,506,000
Sales Tax Contra Account	(1,518,450)	(1,464,065)	(1,464,065)	(1,471,400)
1/2 Percent Sales Tax	-	-	-	-
EATS	1,085,771	1,011,040	1,011,040	1,016,000
Sale of Fixed Assets	-	-	-	-
Insurance Proceeds	-	-	-	-
Interest	16,571	-	-	-
Transfer	64,801	-	-	-
	<u>6,229,690</u>	<u>6,020,615</u>	<u>6,020,615</u>	<u>6,050,600</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	7,470,662	-	-
	<u>6,229,690</u>	<u>13,491,277</u>	<u>6,020,615</u>	<u>6,050,600</u>
Total	<u>6,229,690</u>	<u>13,491,277</u>	<u>6,020,615</u>	<u>6,050,600</u>

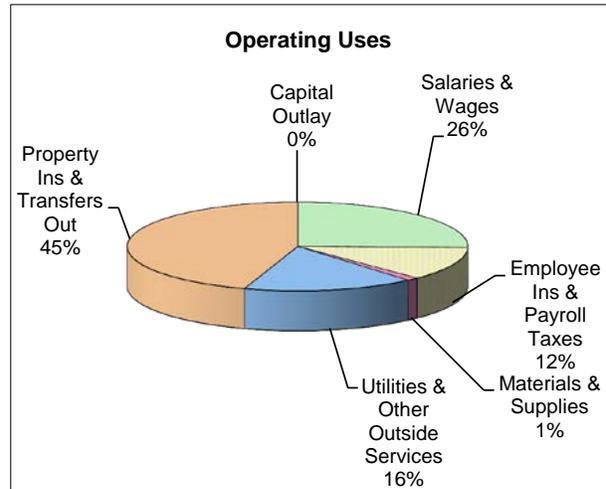
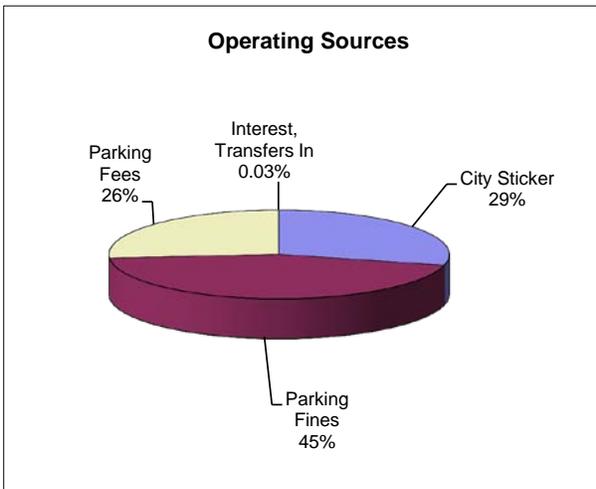
PUBLIC SAFETY TAX FUND

EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	562,645	761,660	761,660	857,462
Salary Increases	-	-	-	-
Overtime	51,821	-	-	85,092
PT Wages	45,274	42,659	42,659	47,002
	<u>659,740</u>	<u>804,319</u>	<u>804,319</u>	<u>989,556</u>
Employee Benefits				
Police Pension Contribution	195,051	282,905	282,905	303,730
Lagers Pension Contribution	-	-	-	-
FICA Contribution	3,563	2,645	2,645	2,914
FIM Medicare	9,969	11,644	11,644	16,581
457 Employer Match	8,952	10,251	10,251	9,861
Health Insurance	93,011	137,353	137,353	145,428
Dental Insurance	3,894	5,238	5,238	6,228
Life Insurance	1,873	2,555	2,555	2,881
Long Term Disability	1,483	2,045	2,045	2,307
Workers Compensation	22,118	30,414	30,414	39,582
Uniform Allowance	19,406	25,500	25,500	25,500
Confer/Train/Travel	15,088	23,500	24,955	26,500
	<u>374,408</u>	<u>534,050</u>	<u>535,505</u>	<u>581,512</u>
Materials & Supplies				
Safety Equip/Clothing	42,538	82,280	80,825	89,480
Motor Fuel and Lubricants	29	10,000	10,000	10,000
Minor Equipment	76,844	76,500	76,500	75,900
Other Materials/Supplies	52,627	54,330	54,330	54,330
	<u>172,039</u>	<u>223,110</u>	<u>221,655</u>	<u>229,710</u>
Services				
Professional Services	66,962	73,405	73,405	66,905
Insurance	-	-	-	850
M&R Office Equipment	34,276	35,280	35,280	35,280
M&R - Buildings & Facilities	-	8,615	8,615	6,500
M&R - Machinery & Equipment	-	-	-	6,860
M&R - Motor Vehicles	17,768	25,000	25,000	25,000
M&R - Communications Equipment	1,281	29,670	29,670	29,670
	<u>120,286</u>	<u>171,970</u>	<u>171,970</u>	<u>171,065</u>
Capital Outlay				
Motor Vehicles	486,643	475,640	475,640	192,910
Machinery & Equipment	1,233,255	62,775	62,775	60,460
Radio & Communications Equip	251,637	249,806	249,806	168,895
Buildings	-	28,852	28,852	-
Software Purchases/Improvemnts	13,911	-	-	8,000
	<u>1,985,445</u>	<u>817,073</u>	<u>817,073</u>	<u>430,265</u>
Interfund Transfers				
Transfer to General Fund	2,751,757	4,920,140	4,920,140	4,440,244
	<u>2,751,757</u>	<u>4,920,140</u>	<u>4,920,140</u>	<u>4,440,244</u>
Total	<u><u>6,063,675</u></u>	<u><u>7,470,662</u></u>	<u><u>7,470,662</u></u>	<u><u>6,842,352</u></u>

PUBLIC PARKING FUND SUMMARY

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Beginning Operating FB:	\$ (14,934)		\$ (78,770)	\$ (188,016)
SOURCES				
City Sticker	98,728	97,500	97,500	97,500
Parking Fines	102,068	110,100	110,100	150,100
Parking Fees	94,324	94,400	94,400	88,500
Other Revenue/Interest Earnings	754	100	100	100
Transfers In	1,295,288	388,955	388,955	425,955
Fund Balance Appropriation	-	109,246	-	-
TOTAL SOURCES	1,591,162	800,301	691,055	762,155
USES				
Salaries & Wages	163,391	173,666	173,666	204,984
Employee Benefits & Payroll Taxes	61,401	80,873	80,873	99,781
Materials & Supplies	3,686	9,200	9,200	9,200
Utilities & Other Outside Services	45,151	63,500	63,500	131,400
Property Ins & Transfers Out	1,381,369	473,062	473,062	363,745
Capital Outlay	-	-	-	-
TOTAL USES	1,654,997	800,301	800,301	809,110
Net Surplus (Deficit)	(63,836)		(109,246)	(46,955)
ENDING OPERATING FUND BALANCE:	(78,770)		(188,016)	(234,971)



PUBLIC PARKING FUND

REVENUES

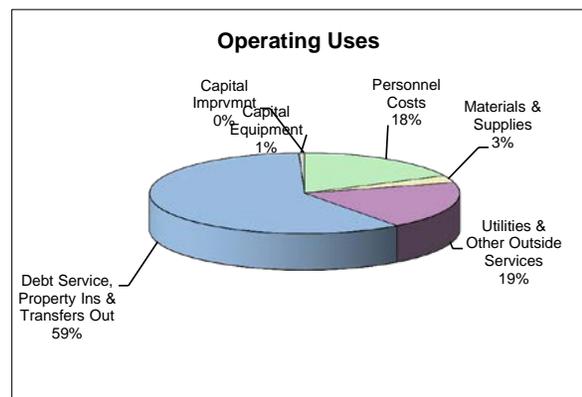
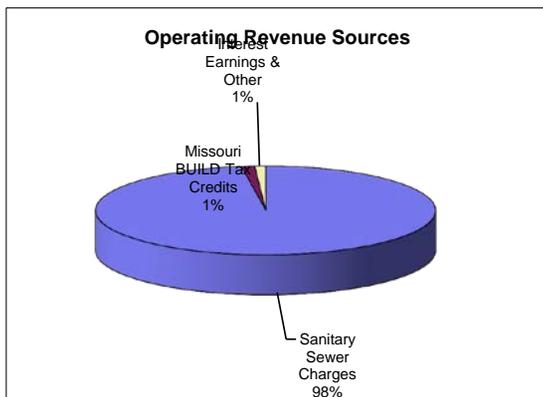
	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Licenses				
City Sticker & Penalty	98,728	97,500	97,500	97,500
	<u>98,728</u>	<u>97,500</u>	<u>97,500</u>	<u>97,500</u>
Fines				
Parking Violation Fines	101,768	110,000	110,000	150,000
Boot Fee	300	100	100	100
	<u>102,068</u>	<u>110,100</u>	<u>110,100</u>	<u>150,100</u>
Charges for Services				
Parking - 6th & Jules	60,606	61,500	61,500	55,000
Parking - 7th & Sylvania	1,500	1,500	1,500	1,300
Parking - 9th & Felix	6,906	7,500	7,500	4,500
Parking - 5th & Edmond	1,180	1,500	1,500	200
Parking - 5th & Felix	18,022	17,000	17,000	17,000
Parking - 8th & Felix	-	-	-	5,000
Other Parking Permit Fees	6,109	5,000	5,000	5,000
Customer Service Zone Permits	-	400	400	500
	<u>94,324</u>	<u>94,400</u>	<u>94,400</u>	<u>88,500</u>
Investment Earnings/Other Rev				
Intrest Income	635	100	100	100
Other Revenue	119	-	-	-
STP/FHWA Grant	-	-	-	-
	<u>754</u>	<u>100</u>	<u>100</u>	<u>100</u>
Transfers In				
Transfer from General Fund	1,288,788	382,455	382,455	419,455
Transfer from Gaming Fund	6,500	6,500	6,500	6,500
	<u>1,295,288</u>	<u>388,955</u>	<u>388,955</u>	<u>425,955</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	109,246	-	-
	<u>-</u>	<u>109,246</u>	<u>-</u>	<u>-</u>
Total	<u>1,591,162</u>	<u>800,301</u>	<u>691,055</u>	<u>762,155</u>

PUBLIC PARKING FUND EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	148,348	158,007	158,007	188,906
Salary Increases	-	-	-	-
Overtime	695	1,030	1,030	1,450
Temp-Part Time Wages	14,347	14,629	14,629	14,629
Out of Title Pay	-	-	-	-
	<u>163,391</u>	<u>173,666</u>	<u>173,666</u>	<u>204,984</u>
Employee Benefits				
Lagers Pension Contribution	4,588	17,653	17,653	22,462
FICA Contribution	10,115	10,787	10,787	12,709
FICA Medicare	2,366	2,523	2,523	2,972
457 Employer Plan Match	780	780	780	1,950
Health Insurance	34,471	40,398	40,398	48,478
Dental Insurance	1,407	1,455	1,455	1,868
Federal Health Reinsurer Tax	-	-	-	-
Life Insurance	500	531	531	635
Long Term Disability	400	426	426	508
Workers Compensation	6,774	6,320	6,320	8,199
	<u>61,401</u>	<u>80,873</u>	<u>80,873</u>	<u>99,781</u>
Materials & Supplies				
Office Supplies	336	800	800	800
Janitorial Supplies	778	500	500	500
Safety Equip/Clothing	450	2,000	2,000	2,000
Motor Fuel and Lubricants	1,645	4,000	4,000	4,000
Minor Equipment	221	1,600	1,600	1,600
Other Materials & Supplies	256	300	300	300
	<u>3,686</u>	<u>9,200</u>	<u>9,200</u>	<u>9,200</u>
Services				
Professional Services	-	-	-	-
Periodicals & Books	-	200	200	200
Telephone Service	3,670	2,000	2,000	2,000
Postage	2,743	3,300	3,300	3,300
Freight	-	-	-	-
Printing & Binding	279	1,900	1,900	2,500
Electric Service	24,736	30,000	30,000	30,000
Water Service	1,757	1,600	1,600	1,600
M&R - Office Equipment	-	2,400	2,400	2,400
M&R - Building & Facilities	1,880	14,300	14,300	81,300
M&R Machinery & Equipment	-	-	-	-
M&R - Motor Vehicles	8,185	4,500	4,500	4,500
M&R - Communications Equipment	1,500	1,500	1,500	1,500
Towing Services	215	100	100	100
Laundry Services	186	1,700	1,700	2,000
MO DNR Fees	-	-	-	-
Other Services	-	-	-	-
	<u>45,151</u>	<u>63,500</u>	<u>63,500</u>	<u>131,400</u>
Other Charges				
Principal	-	-	-	-
Interest	-	-	-	-
Other Debt Charges	-	-	-	-
Insurance	12,279	13,260	13,260	9,290
Judgement & Claims	489	1,000	1,000	1,000
Motor Vehicles	-	-	-	-
Transfer to General Fund	69,093	75,347	75,347	-
Motor Vehicles	9,630	-	-	-
Improvement Other Than Buildings	1,288,788	382,455	382,455	352,455
Transfer to General Fund - Computer	1,090	1,000	1,000	1,000
	<u>1,381,369</u>	<u>473,062</u>	<u>473,062</u>	<u>363,745</u>
Total	<u>1,654,997</u>	<u>800,301</u>	<u>800,301</u>	<u>809,110</u>

WATER PROTECTION FUND SUMMARY

OPERATING:	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:			\$17,574,632	\$6,850,460
SOURCES				
Sanitary Sewer Charges	28,481,697	29,688,452	29,688,452	30,556,000
Missouri BUILD Tax Credits	376,076	387,727	387,727	387,727
Other Revenues	16,387,776	8,271,820	209,570	209,570
Interest Earnings/Special Assessments	142,656	20,700	20,700	115,700
Transfers In	15,179	3,250	3,250	3,250
Grants	0	0	0	0
Fund Balance	0	10,594,884	0	0
TOTAL SOURCES	45,403,384	48,966,833	30,309,699	31,272,247
USES				
Salaries & Wages	3,252,631	3,615,600	3,615,600	3,983,604
Employee Benefits & Payroll Taxes	1,115,688	1,624,542	1,624,542	1,765,587
Materials & Supplies	898,805	922,907	922,907	924,407
Utilities & Other Outside Services	6,347,525	5,905,733	5,830,733	6,160,666
Debt Service, Property Ins & Transfers Out	14,719,800	14,798,499	14,798,499	19,144,917
Operating Capital Equipment	879,057	1,097,997	563,861	195,000
Capital Improvements	1,289,192	21,001,555	0	0
TOTAL FUND	28,502,698	48,966,833	27,356,142	32,174,181
Net Operating Surplus (Deficit)	16,900,687	0	2,953,557	(901,934)
			\$20,528,189	\$5,948,526
CAPITAL:				
SOURCES				
Bond Proceeds	16,133,371	8,062,250	8,062,250	21,449,986
Other Revenues/Transfers In	2,182	700	0	0
Interest Earnings/Special Assessments	133,079	20,000	0	0
Appropriated from Operating Fund Balance	0	10,594,884	0	7,346,387
TOTAL CIP SOURCES	16,268,632	18,677,834	8,062,250	28,796,373
USES				
WP CIP Improvements	6,988,646	21,739,979	21,739,979	28,796,373
Net Capital Surplus (Deficit)			(13,677,729)	0
TOTAL USES	19,222,712	52,028,978	41,033,871	32,174,181



WATER PROTECTION REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Fines & Charges for Services				
Residential/Commercial Sewer Serv.	26,017,362	27,178,300	27,178,300	28,000,000
Sewer System Development Fee	33,000	30,000	30,000	30,000
South St. Joseph Industrial Sewer Dist.	1,842,640	1,954,152	1,954,152	2,000,000
Sewer Service Penalties	560,160	500,000	500,000	500,000
MO DNR Fees	28,536	26,000	26,000	26,000
Admin Code Penalties	-	-	-	-
	<u>28,481,697</u>	<u>29,688,452</u>	<u>29,688,452</u>	<u>30,556,000</u>
Other Revenue				
Other Revenue	146,285	135,000	135,000	135,000
Sale of Fixed Assets	9,000	11,929	11,929	11,929
Advertising	500	500	500	500
Finance Admin Fees	9,277	11,000	11,000	11,000
Insurance Proceeds	-	-	-	-
Recycling Revenue	3,677	-	-	-
Refunds PY Expenditures	832	-	-	-
Recovery/Reimbursement	160,009	51,141	51,141	51,141
Missouri BUILD Tax Credits	376,076	387,727	387,727	387,727
Gain/Loss Sale of Investments	(75,176)	-	-	-
Bond Proceeds	16,133,371	8,062,250	8,062,250	21,449,986
	<u>16,763,852</u>	<u>8,659,547</u>	<u>8,659,547</u>	<u>22,047,283</u>
Investment Earnings				
EIERA Interest	77,966	-	-	-
MDFB Interest	2,182	700	700	700
IDA Bonds Interest Income	44,256	-	-	-
Interest Income	133,079	20,000	20,000	100,000
	<u>257,482</u>	<u>20,700</u>	<u>20,700</u>	<u>100,700</u>
Special Assessments				
Principle	14,488	-	-	15,000
Interest Income	5,946	-	-	-
	<u>20,434</u>	<u>0</u>	<u>0</u>	<u>15,000</u>
Grants & Entitlements				
FEMA Reimbursement	-	-	-	-
SEMA Reimbursement	-	-	-	-
EPA Wastewater Grant	-	-	-	-
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Interfund Transfers In				
Transfer from Spec Alloc	-	-	-	-
Transfer from Gen Fund	11,929	-	-	-
Transfer from Landfill Fund	3,250	3,250	3,250	3,250
	<u>15,179</u>	<u>3,250</u>	<u>3,250</u>	<u>3,250</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	10,594,884	-	7,346,387
Total	<u>45,538,645</u>	<u>48,966,833</u>	<u>38,371,949</u>	<u>60,068,620</u>

EXPENDITURES

Salaries & Wages				
Base Salaries/Wages	2,995,806	3,398,506	3,398,506	3,628,618
Salary Increases	-	-	-	-
Overtime	214,874	178,850	178,850	292,893
Temporary & PT Wages	27,152	21,879	21,879	43,886
Out of Title Pay	13,522	15,065	15,065	16,906
Sick Leave Buy Back	1,276	1,300	1,300	1,300
	<u>3,252,631</u>	<u>3,615,600</u>	<u>3,615,600</u>	<u>3,983,604</u>
Employee Benefits				
Lagers Pension Contribution	92,584	398,903	398,903	465,731
FICA Contribution	202,288	224,429	224,429	246,036
FICA Medicare	47,310	52,487	52,487	57,541
457 Employer Match Plan	17,563	22,620	22,620	19,110
Health Insurance	529,866	678,689	678,689	702,925
Dental Insurance	20,984	24,444	24,444	27,092
Federal Health Reinsurer Tax	-	-	-	-

WATER PROTECTION EXPENDITURES

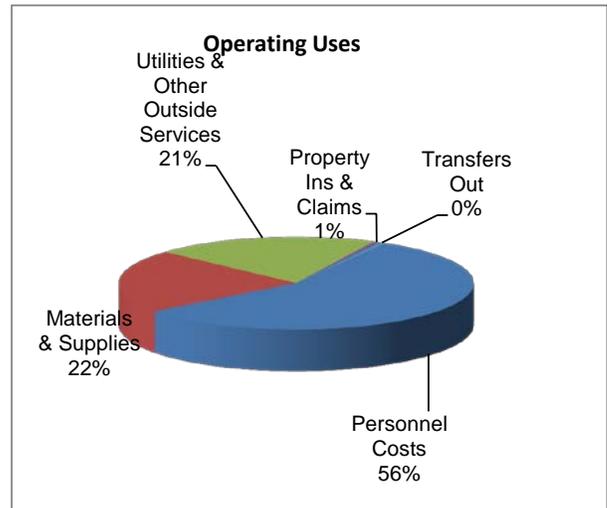
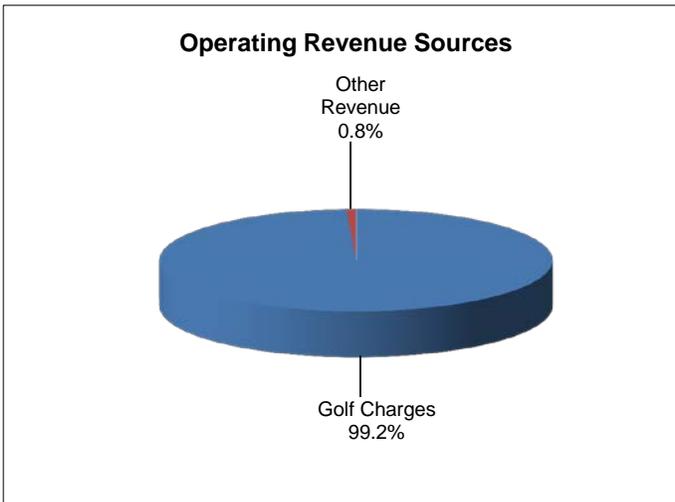
	2016-17	2017-18		2018-19
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Life Insurance	9,875	11,422	11,422	12,192
Unemployment	984	515	515	515
Long Term Disability	7,688	9,143	9,143	9,761
Workers Compensation	138,730	135,940	135,940	158,734
Confer/Train/Travel	47,815	65,950	65,950	65,950
	<u>1,115,688</u>	<u>1,624,542</u>	<u>1,624,542</u>	<u>1,765,587</u>
Materials & Supplies				
Office Supplies	12,267	10,600	10,600	10,600
Janitorial Supplies	12,973	13,000	13,000	13,000
Safety Equip/Clothing	45,607	40,500	40,500	42,000
Wastewater Treatment Chemicals	463,644	456,635	456,635	456,635
Motor Fuel and Lubricants	125,737	175,000	175,000	175,000
Minor Equipment	217,150	162,772	162,772	162,772
Street Maintenance Supplies	5,000	60,000	60,000	60,000
Other Materials/Supplies	16,428	4,400	4,400	4,400
	<u>898,805</u>	<u>922,907</u>	<u>922,907</u>	<u>924,407</u>
Services				
Employment Services	68,313	99,600	99,600	70,600
Professional Services	1,264,106	753,250	753,250	779,300
Other Professional Services	-	-	-	-
Memberships	14,074	11,485	11,485	11,485
Periodicals & Books	350	1,500	1,500	1,500
Telephone Service	35,745	29,620	29,620	30,185
Postage	138,243	137,300	137,300	141,300
Freight	3,493	5,000	5,000	5,000
Advertising	15,675	1,000	1,000	1,000
Permits & Recording Fees	12,656	2,300	2,300	2,300
Printing & Binding	23,372	21,320	21,320	22,600
Gas Service	98,238	165,000	165,000	165,000
Electric Service	1,575,624	1,556,725	1,556,725	1,556,725
Water Service	84,681	50,000	50,000	50,000
Vehicle/Equipment Rental	49,119	70,910	70,910	45,909
M&R - Office Equipment	117,992	205,843	205,843	118,463
M&R - Building & Facilities	1,099,017	1,270,000	1,270,000	1,440,356
M&R - Machinery & Equipment	30,716	12,500	12,500	12,500
M&R - Motor Vehicles	136,535	200,000	200,000	200,000
M&R - Communications Equipment	48,789	63,200	63,200	68,200
Major Repairs & Replacements	662,065	784,700	784,700	960,443
Towing Service	135	2,500	2,500	2,500
Laundry Services	21,096	27,000	27,000	27,000
Solid Waste Disposal Services	3,025	3,650	3,650	3,650
MO DNR Fees	248,218	275,000	275,000	275,000
Special Contributions/Services	216,303	-	-	-
Other Services	379,944	156,330	156,330	169,650
	<u>6,347,525</u>	<u>5,905,733</u>	<u>5,905,733</u>	<u>6,160,666</u>

WATER PROTECTION EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Other Charges				
Bad Debt Expense	607,141	500,000	500,000	500,000
Principal	6,971,622	7,592,900	7,592,900	9,892,660
Interest	3,994,104	4,431,518	4,431,518	5,390,014
Other Debt Charges	954,602	111,000	111,000	886,870
Bond Issuance Cost Amortization	-	26,500	26,500	26,500
Insurance	195,108	210,180	210,180	165,231
Claims	38,364	51,000	51,000	51,000
Transfer to General Fund	1,880,049	1,793,111	1,793,111	2,148,352
Transfer to Aviation Fund	48,290	48,290	48,290	48,290
Transfer to General Fund - Computer	30,520	34,000	34,000	36,000
	<u>14,719,800</u>	<u>14,798,499</u>	<u>14,798,499</u>	<u>19,144,917</u>
Capital Outlay & Public Improvements				
Office Equipment	-	-	-	-
Motor Vehicles	24,772	189,997	189,997	-
Machinery & Equipment	847,402	908,000	908,000	538,163
Radio & Communications Equipment	-	-	76,361	-
Software Purchases	6,883	-	-	-
Buildings	410,135	-	52,927	-
Improvements other than Buildings	44,965,475	21,001,555	21,001,555	28,453,210
Streets, Curbs & Sidewalks	-	-	-	-
Land	169,346	-	-	-
	<u>46,424,013</u>	<u>22,099,552</u>	<u>22,228,840</u>	<u>28,991,373</u>
Total	<u>72,758,461</u>	<u>48,966,833</u>	<u>49,096,121</u>	<u>60,970,554</u>

MUNICIPAL GOLF COURSE FUND SUMMARY

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$ (84,362)		\$ 3,998	\$ 4,124
SOURCES				
Golf Charges	709,009	733,600	733,600	736,300
Other Revenue	4,731	3,000	3,000	6,000
Investment Earnings	(1,790)	100	100	100
Transfer In	365,700	57,861	57,861	47,360
Fund Balance Appropriation	-	74	-	-
TOTAL SOURCES	<u>1,077,650</u>	<u>794,635</u>	<u>794,561</u>	<u>789,760</u>
USES				
Salaries & Wages	344,770	330,048	330,048	335,043
Employee Benefits & Payroll Taxes	77,767	92,668	92,668	100,268
Materials & Supplies	200,907	173,800	173,800	171,100
Utilities & Other Outside Services	147,497	159,510	159,310	158,222
Property Ins & Claims	54,160	3,700	3,700	5,640
Transfers Out	25,690	24,409	24,409	3,000
Operating Capital Equipment	138,500	10,500	10,500	-
TOTAL USES	<u>989,289</u>	<u>794,635</u>	<u>794,435</u>	<u>773,273</u>
Net Surplus (Deficit)	88,360		126	16,487
Projected Ending Fund Balance:	3,998		4,124	20,611



MUNICIPAL GOLF COURSE FUND

REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services				
Golf Daily Surcharge	15,652	17,000	17,000	17,000
Membership Surcharge	24,532	24,000	24,000	25,200
Daily Green Fees	85,426	90,000	90,000	90,000
Annual Golf Fees	97,500	100,000	100,000	100,000
Locker Rental Fees	3,900	3,500	3,500	3,900
Tournament Green Fees	41,578	40,000	40,000	41,600
Golf Cart Rental	183,856	190,000	190,000	185,000
Summer Juniors' Camp Program	980	1,000	1,000	1,000
Meeting/Banquet Room Rental	18,813	17,500	17,500	19,000
Driving Range	17,698	18,500	18,500	20,000
Golf Pro Shop	57,040	60,000	60,000	62,000
Golf Simulator-League	4,806	4,600	4,600	4,600
Golf Simulator-Range Play	611	1,000	1,000	500
Golf Simulator-Special Event	1,407	1,500	1,500	1,500
Golf Concessions	155,211	165,000	165,000	165,000
	<u>709,009</u>	<u>733,600</u>	<u>733,600</u>	<u>736,300</u>
Other Revenue				
Donations	1,309	3,000	3,000	3,000
Insurance Proceeds	-	-	-	-
Recovery/Reimbursements	-	-	-	-
Gift Certificate Revenue	3,337	-	-	3,000
Other Revenue, Long/Short	86	-	-	-
	<u>4,731</u>	<u>3,000</u>	<u>3,000</u>	<u>6,000</u>
Investment Earnings				
Interest Income	(1,790)	100	100	100
	<u>(1,790)</u>	<u>100</u>	<u>100</u>	<u>100</u>
Interfund Transfers				
Transfer from General Fund	365,700	57,861	57,861	47,360
	<u>365,700</u>	<u>57,861</u>	<u>57,861</u>	<u>47,360</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	74	-	-
	<u>-</u>	<u>74</u>	<u>-</u>	<u>-</u>
Total	<u>1,077,650</u>	<u>794,635</u>	<u>794,561</u>	<u>789,760</u>

MUNICIPAL GOLF COURSE FUND

EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	198,090	199,388	199,388	204,383
Salary Increases	-	-	-	-
Overtime	96	-	-	-
Sick Leave Buy Back	357	365	365	365
Temporary Part-Time Wages	146,227	130,295	130,295	130,295
	<u>344,770</u>	<u>330,048</u>	<u>330,048</u>	<u>335,043</u>
Employee Benefits				
Lagers Pension Contribution	6,101	22,206	22,206	24,117
FICA Contribution	20,975	20,463	20,463	20,750
FICA Medicare	4,905	4,786	4,786	4,853
457 Employer Match Plan	1,560	1,560	1,560	1,560
Health Insurance	28,527	32,319	32,319	32,318
Dental Insurance	1,164	1,164	1,164	1,246
Federal Health Reinsurer Tax	-	-	-	-
Life Insurance	656	858	858	687
Long Term Disability	482	537	537	550
Workers Compensation	13,020	7,975	7,975	13,387
Car Mileage	-	300	300	300
Confer/Train/Travel	376	500	500	500
	<u>77,767</u>	<u>92,668</u>	<u>92,668</u>	<u>100,268</u>
Materials & Supplies				
Office Supplies	1,433	1,200	1,200	1,000
Janitorial Supplies	41	1,500	1,500	1,500
Recreation Supplies	24,335	22,000	22,000	22,000
Safety Equipment/Clothing	336	100	100	100
Motor Fuel and Lubricants	18,750	17,500	17,500	17,500
Minor Equipment	3,692	3,500	3,500	4,000
Materials for Resale	92,930	100,000	100,000	85,000
Other Supplies	59,390	28,000	28,000	40,000
	<u>200,907</u>	<u>173,800</u>	<u>173,800</u>	<u>171,100</u>
Services				
Professional Services	10,140	9,570	9,570	10,000
Memberships/Books	1,092	1,000	1,000	800
Periodicals/Books	96	-	-	-
Communication Services	5,585	4,000	4,000	3,500
Postage	196	100	100	50
Freight	-	-	-	-
Advertising	5,193	3,800	3,800	3,800
Licenses/Permits	1,494	1,300	1,300	1,300
Printing & Binding	362	300	300	600
Gas Service	1,493	1,500	1,500	1,500
Electric Service	14,771	10,000	10,000	10,000
Water Service	71,648	53,000	53,000	53,000
Vehicle/Equipment Rent	13,008	44,940	44,940	51,272
M&R Office Equipment	-	200	-	-
M&R - Building & Facilities	10,642	10,000	10,000	10,000
M&R - Machinery & Equipment/Commun	11,377	19,000	19,000	12,000

MUNICIPAL GOLF COURSE FUND

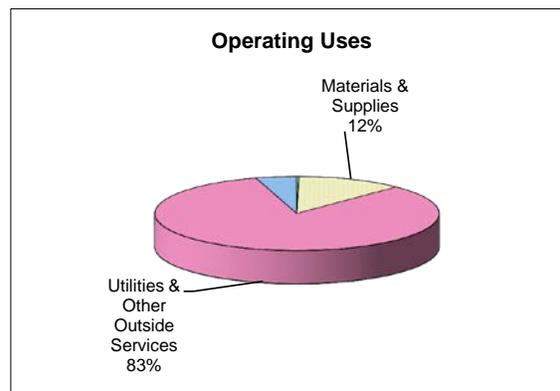
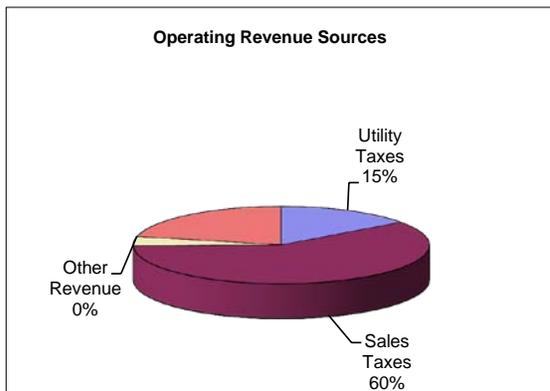
EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
M&R - Motor Vehicles	50	500	500	100
Laundry Services	350	300	300	300
Other Services	-	-	-	-
	<u>147,497</u>	<u>159,510</u>	<u>159,310</u>	<u>158,222</u>
Other Charges				
Debt Service (Equipment Lease)	44,529	-	-	-
Debt Service Interest	4,745	-	-	-
Insurance	4,886	3,200	3,200	5,140
Judgement & Claims	-	500	500	500
Transfer to General Fund	21,330	21,409	21,409	-
Transfer to General Fund - Computer	4,360	3,000	3,000	3,000
	<u>79,850</u>	<u>28,109</u>	<u>28,109</u>	<u>8,640</u>
Capital Outlay				
Machinery & Equipment	8,500	10,500	10,500	-
Improv Other Than Buildings	130,000	-	-	-
Streets, Curbs, Sidewalks	-	-	-	-
	<u>138,500</u>	<u>10,500</u>	<u>10,500</u>	<u>-</u>
Total	<u>989,289</u>	<u>794,635</u>	<u>794,435</u>	<u>773,273</u>

MASS TRANSIT FUND SUMMARY

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$19,356,336		\$22,061,888	\$23,816,467
SOURCES				
Utility Taxes	1,159,486	1,205,848	1,240,848	1,176,100
Sales Taxes	4,607,892	4,688,159	4,698,159	4,687,100
Charges for Services	312,453	291,100	299,400	291,300
Other Revenue	31,985	3,500	2,600	3,500
Investment Earnings	93,744	8,500	8,500	8,500
Intergovernmental Operating Grants	1,799,984	5,304,540	1,688,500	1,688,500
Fund Balance Appropriation	0	(867,642)	0	0
TOTAL SOURCES	8,005,542	10,634,005	7,938,007	7,855,000
USES				
Employee Travel & Training	2,344	8,200	8,200	13,200
Materials & Supplies	345,868	724,995	724,995	724,995
Utilities & Other Outside Services	4,676,645	4,890,348	5,041,177	4,984,849
Debt Service, Property Ins & Transfers Out	275,134	409,056	409,056	280,145
TOTAL FUND	5,299,991	6,032,599	6,183,428	6,003,189
Net Surplus (Deficit)	2,705,552	4,601,406	1,754,579	1,851,811
ENDING TRANSIT FUND BALANCE:	\$22,061,888		\$23,816,467	\$25,668,278

SOURCES				
Grants & Entitlements	0	3,667,540	3,667,540	5,415,400
Appropriated from Fund Balance	96,445	1,395,467	0	2,494,600
TOTAL SOURCES	96,445	5,063,007	3,667,540	7,910,000
USES				
Transit CIP Projects	96,445	5,063,007	4,601,406	7,910,000
Net Capital Surplus (Deficit)	0	0	(933,866)	0
ENDING CIP FUND BALANCE:	0		(933,866)	(933,866)



MASS TRANSIT FUND REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Utility Franchise Fees				
Gas	200,862	237,748	262,748	220,000
Electric	767,097	800,000	790,000	780,000
Water	168,581	145,000	175,000	153,000
Utility Taxes - TIF portion	22,946	23,100	13,100	23,100
	<u>1,159,486</u>	<u>1,205,848</u>	<u>1,240,848</u>	<u>1,176,100</u>
Sales Tax				
Sales Tax	4,932,407	4,983,159	4,983,159	5,008,000
Sales Tax Contra Account	(1,138,863)	(1,120,000)	(1,120,000)	(1,150,000)
EATS (TIF generated sales tax)	814,348	825,000	835,000	829,100
	<u>4,607,892</u>	<u>4,688,159</u>	<u>4,698,159</u>	<u>4,687,100</u>
Charges for Services				
Fare Box Revenue	177,847	175,000	165,000	175,000
Ticket Sales - Adult	63,640	50,000	65,000	50,000
Ticket Sales - Youth	1,890	1,800	2,100	2,000
Ticket Sales - Senior/Handicapped	40,005	38,000	40,000	38,000
Ticket Sales - Commissions	5,315	7,500	5,500	7,500
ID Cards	790	800	800	800
Advertising	22,966	18,000	21,000	18,000
	<u>312,453</u>	<u>291,100</u>	<u>299,400</u>	<u>291,300</u>
Other Revenue				
Recovery/Reimbursements	-	-	-	-
Concessions	5,321	3,500	2,000	3,500
Insurance Proceeds	-	-	-	-
Refund Prior Yr Expense	-	-	-	-
Other Revenue	26,504	-	-	-
Sale of Fixed Assets	-	-	-	-
Recycling Revenue	160	-	600	-
	<u>31,985</u>	<u>3,500</u>	<u>2,600</u>	<u>3,500</u>
Investment Earnings				
Interest Income	93,744	8,500	8,500	8,500
	<u>93,744</u>	<u>8,500</u>	<u>8,500</u>	<u>8,500</u>
Intergovernmental				
Federal Transit Authority - Capital	25,774	3,667,540	3,667,540	5,415,400
Federal Transit Authority - Operations	1,747,159	1,637,000	1,688,500	1,688,500
American Rec Reinvest Capital	-	-	-	-
State Operating Grant	27,051	-	-	-
	<u>1,799,984</u>	<u>5,304,540</u>	<u>5,356,040</u>	<u>7,103,900</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	(867,642)	-	2,494,600
	<u>-</u>	<u>(867,642)</u>	<u>-</u>	<u>2,494,600</u>
Total	<u>8,005,542</u>	<u>10,634,005</u>	<u>11,605,547</u>	<u>15,765,000</u>

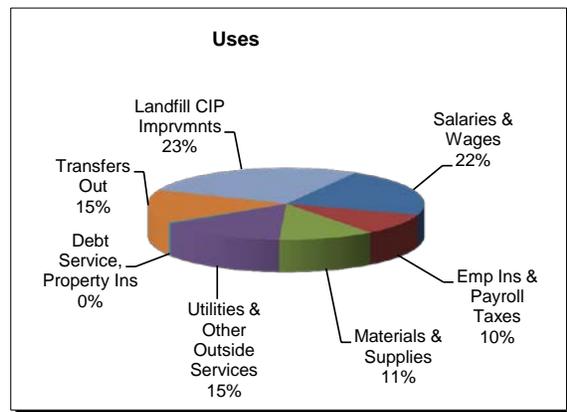
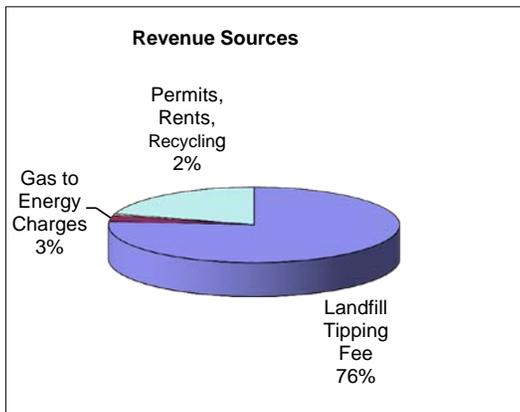
MASS TRANSIT FUND

EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Employee Benefits				
Car/Mileage Allow	-	1,500	1,500	1,500
Confer/Train/Travel	2,344	6,700	6,700	11,700
	<u>2,344</u>	<u>8,200</u>	<u>8,200</u>	<u>13,200</u>
Materials & Supplies				
Office Supplies	6,792	9,500	9,500	9,500
Janitorial Supplies	6,238	8,000	8,000	8,000
Safety Equip/Clothing	19,859	18,300	18,300	18,300
Other Material & Supplies	-	-	-	-
Motor Fuel and Lubricants	309,624	686,695	686,695	686,695
Minor Equipment	3,355	2,500	2,500	2,500
	<u>345,868</u>	<u>724,995</u>	<u>724,995</u>	<u>724,995</u>
Services				
Professional Services	260,894	284,642	284,642	289,642
Memberships	3,250	3,000	3,000	3,000
Periodicals & Books	-	250	250	250
Communications Services	26,483	25,730	25,730	30,730
Postage	242	1,000	1,000	1,000
Advertising	28,240	25,000	25,000	25,000
Permits & Recording Fees	341	950	950	950
Printing & Binding	5,568	12,000	12,000	12,000
Gas Service	7,881	17,400	17,400	17,400
Electric Service	17,784	16,000	16,000	16,000
Water Service	7,872	8,000	8,000	8,000
Vehicle/Equipment Rental	1,455	9,535	9,535	9,535
M&R - Office Equipment	875	2,420	2,420	2,420
M&R - Building & Facilities	60,376	77,000	77,000	122,000
M&R - Machinery & Equipment	8,681	7,000	7,000	7,000
M&R - Motor Vehicles	465,779	345,000	345,000	345,000
M&R - Communications Equipment	5,280	17,000	17,000	17,000
Major Repairs & Replacements	-	35,000	35,000	35,000
Towing Service	3,810	2,500	2,500	2,500
Laundry Services	10,332	10,000	10,000	10,000
Solid Waste Disposal Services	524	600	600	600
Other Services	3,760,978	3,990,321	4,041,821	4,029,822
	<u>4,676,645</u>	<u>4,890,348</u>	<u>4,941,848</u>	<u>4,984,849</u>
Other Charges				
Insurance	108,595	157,550	157,550	149,010
Judgetment & Claims	-	-	-	-
Transfer to Computer Network	17,440	12,000	12,000	12,000
Transfer to General Fund	149,099	239,506	239,506	119,135
	<u>275,134</u>	<u>409,056</u>	<u>409,056</u>	<u>280,145</u>
Capital Outlay & Public Improvements				
Office Equipment & Furniture	-	10,000	10,000	-
Motor Vehicles	-	3,477,961	3,477,961	6,750,000
Machinery & Equipment	-	222,445	222,445	30,000
Radio & Comm Equipment	96,445	-	99,163	-
Buildings	-	349,000	349,000	349,000
Improv. Other Than Buildings	-	542,000	542,000	781,000
	<u>96,445</u>	<u>4,601,406</u>	<u>4,700,569</u>	<u>7,910,000</u>
Total	<u>5,396,436</u>	<u>10,634,005</u>	<u>10,784,668</u>	<u>13,913,189</u>

LANDFILL FUND SUMMARY

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$2,821,845		\$4,038,301	\$4,464,689
SOURCES				
Permits	3,688	2,500	2,500	2,500
Rents	4,511	4,500	4,500	4,500
Landfill Tipping Fee	3,930,939	3,600,000	3,600,000	4,600,000
Gas to Energy Charges	166,289	170,000	170,000	160,000
Other Revenue	1,373	1,300	1,300	1,300
Recycling Revenue	33,305	20,000	20,000	30,000
Investment Earnings	40,743	10,100	10,100	60,100
Fund Balance Appropriation	0	(426,388)	0	1,225,000
TOTAL SOURCES	<u>4,180,848</u>	<u>3,382,012</u>	<u>3,808,400</u>	<u>6,083,400</u>
USES - Operating				
Salaries & Wages	816,365	880,562	880,562	882,270
Employee Benefits & Payroll Taxes	266,568	386,011	386,011	395,037
Materials & Supplies	308,903	457,250	457,250	457,250
Utilities & Other Outside Services	411,420	544,562	544,562	605,732
Debt Service, Property Ins	29,206	22,270	22,270	20,620
Transfers Out	1,057,191	583,142	583,142	620,142
Capital Outlay	0	0	0	0
TOTAL OPERATING USES	<u>2,889,653</u>	<u>2,873,797</u>	<u>2,873,797</u>	<u>2,981,051</u>
USES - Capital Improvements				
Landfill CIP Improvements in Capital Project Program	<u>74,739</u>	<u>508,215</u>	<u>508,215</u>	<u>1,102,000</u>
TOTAL USES	<u>2,964,392</u>	<u>3,382,012</u>	<u>3,382,012</u>	<u>4,083,051</u>
Net Surplus/(Deficit):	1,216,456	-	426,388	2,000,349
LANDFILL FUND BALANCE:	4,038,301		<u>\$4,464,689</u>	<u>\$6,465,038</u>



LANDFILL FUND

REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Permits				
Trash Hauler Permits	3,688	2,500	2,500	2,500
	<u>3,688</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
Rent				
Farm Land Rent	4,511	4,500	4,500	4,500
	<u>4,511</u>	<u>4,500</u>	<u>4,500</u>	<u>4,500</u>
Charges for Services				
Landfill Tipping Fees	3,930,939	3,600,000	3,600,000	4,600,000
Gas to Energy Sales	166,289	170,000	170,000	160,000
	<u>4,097,228</u>	<u>3,770,000</u>	<u>3,770,000</u>	<u>4,760,000</u>
Other Revenue				
Recycling Revenue	33,305	20,000	20,000	30,000
Sale of Fixed Asset	-	-	-	-
Advertising	1,000	1,000	1,000	1,000
Recovery/Reimbursement	300	300	300	300
Other	73	-	-	-
	<u>34,678</u>	<u>21,300</u>	<u>21,300</u>	<u>31,300</u>
Investment Earnings				
Interest Income	40,425	10,000	10,000	60,000
Interest on Accounts Receivable	319	100	100	100
	<u>40,743</u>	<u>10,100</u>	<u>10,100</u>	<u>60,100</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	(426,388)	-	1,225,000
	<u>-</u>	<u>(426,388)</u>	<u>-</u>	<u>1,225,000</u>
Total	<u>4,180,848</u>	<u>3,382,012</u>	<u>3,808,400</u>	<u>6,083,400</u>

EXPENDITURES

Salaries & Wages				
Base Salaries/Wages	750,684	830,487	830,487	832,195
Salary Adjustment	-	-	-	-
Overtime	64,554	48,925	48,925	48,925
Out of Title Pay	-	-	-	-
Sick Leave Buy Back	1,127	1,150	1,150	1,150
	<u>816,365</u>	<u>880,562</u>	<u>880,562</u>	<u>882,270</u>
Employee Benefits				
Lagers Pension Contribution	24,231	97,742	97,742	103,972
FICA Contribution	51,020	54,657	54,657	54,629
FICA Medicare	11,932	12,783	12,783	12,777
457 Employer Plan Match	4,066	5,070	5,070	5,460
Health Insurance	127,716	161,593	161,593	161,592
Dental Insurance	5,211	5,820	5,820	6,228
Federal Health Reinsurer Tax	-	-	-	-
Life Insurance	2,488	2,791	2,791	2,796
Unemployment Claims	-	-	-	-
Long Term Disability	1,903	2,235	2,235	2,239
Workers Compensation	33,908	33,219	33,219	35,244
Confer/Train/Travel	4,094	10,100	10,100	10,100

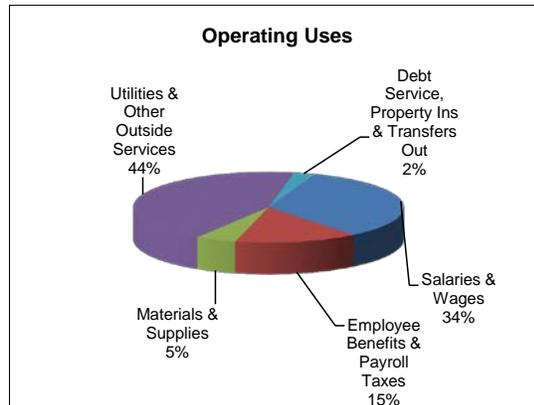
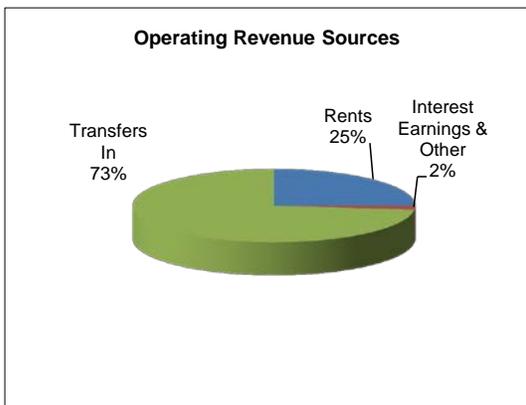
LANDFILL FUND EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Office Supplies	4,088	5,100	5,100	5,100
Janitorial Supplies	2,770	2,600	2,600	2,600
Safety Equip/Clothing	3,630	5,350	5,350	5,350
Motor Fuel and Lubricants	206,806	350,000	350,000	350,000
Minor Equipment	9,707	15,500	15,500	15,500
Street Maintenance Supplies	60,043	60,000	60,000	60,000
Other Materials/Supplies	21,860	18,700	18,700	18,700
	<u>308,903</u>	<u>457,250</u>	<u>457,250</u>	<u>457,250</u>
Services				
Professional Services	173,664	173,532	173,532	282,314
Memberships	771	600	600	800
Periodicals & Books	-	500	500	500
Telephone Service	6,306	6,380	6,380	6,380
Postage	325	500	500	500
Freight	1,838	2,000	2,000	2,000
Advertising	21,696	12,000	12,000	12,000
Permits & Recording Fees	3,100	4,400	4,400	4,400
Printing & Binding	2,579	2,700	2,700	2,700
Gas Service	2,442	5,000	5,000	5,000
Electric Service	9,924	10,000	10,000	10,000
Water Service	1,021	600	600	600
Vehicle/Equipment Rental	1,248	700	700	700
M&R - Office Equipment	-	1,600	1,600	1,600
M&R - Building & Facilities	12,860	7,500	7,500	7,500
M&R - Machinery & Equipment	72,584	78,600	78,600	78,600
M&R - Motor Vehicles	20,178	20,000	20,000	20,000
M&R - Communications Equipment	5,684	4,000	4,000	4,000
Major Repairs & Replacements	10,833	66,800	66,800	23,988
Towing Services	115	200	200	200
Laundry Services	4,566	5,250	5,250	5,250
MO DNR Fees	(11,008)	50,000	50,000	50,000
Other Services	70,695	91,700	91,700	86,700
	<u>411,420</u>	<u>544,562</u>	<u>544,562</u>	<u>605,732</u>
Other Charges				
Other Debt Charges	-	-	-	-
Insurance	21,879	20,270	20,270	18,620
Judgments & Claims	7,327	2,000	2,000	2,000
Transfer to General Fund	724,581	574,892	574,892	610,892
Transfer to SIMR Fund	325,000	-	-	-
Transfer to Water Protection	3,250	3,250	3,250	3,250
Transfer to General Fund - Computer	4,360	5,000	5,000	6,000
	<u>1,086,397</u>	<u>605,412</u>	<u>605,412</u>	<u>640,762</u>
Capital Outlay & Public Improvements				
Motor Vehicles	-	-	-	-
Machinery & Equipment	74,739	136,300	136,300	12,000
Land	-	-	-	400,000
Improvements Other than Buildings	-	371,915	371,915	690,000
	<u>74,739</u>	<u>508,215</u>	<u>508,215</u>	<u>1,102,000</u>
Total	<u>2,964,392</u>	<u>3,382,012</u>	<u>3,382,012</u>	<u>4,083,051</u>

AVIATION FUND SUMMARY

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$ (599,311)		\$ 218,392	\$ 1,553,106
SOURCES				
Rents	384,296	398,587	526,877	403,772
Other Revenue	33,722	102,890	102,890	26,780
Investment Earnings	1,625	100	100	100
Grants	2,405,711	2,291,400	1,835,467	6,260,000
Transfers In	529,272	382,890	250,000	1,178,290
Fund Balance Appropriation	-	135,796	-	-
TOTAL SOURCES	<u>3,354,626</u>	<u>3,311,663</u>	<u>2,715,334</u>	<u>7,868,942</u>
USES				
Salaries & Wages	290,997	296,549	296,549	304,846
Employee Benefits & Payroll Taxes	96,472	128,600	128,600	133,779
Materials & Supplies	23,113	44,040	44,040	44,040
Utilities & Other Outside Services	570,065	224,994	401,687	400,289
Debt Service, Property Ins & Transfers Out	28,592	28,480	28,480	22,990
Capital Outlay	1,527,683	2,589,000	2,589,000	7,050,000
TOTAL USES	<u>2,536,923</u>	<u>3,311,663</u>	<u>3,488,356</u>	<u>7,955,944</u>
Net Surplus (Deficit)	<u>817,703</u>	<u>-</u>	<u>(773,022)</u>	<u>(87,002)</u>

SOURCES				
Grants/Entitlements	2,405,711	2,291,400	1,835,467	6,260,000
Transfers In/Other Revenue	368,090	254,600	272,269	940,000
Appropriated from Fund Balance	-	135,796	-	-
TOTAL SOURCES	<u>2,773,800</u>	<u>2,681,796</u>	<u>2,107,736</u>	<u>7,200,000</u>
USES				
Aviation Projects in Capital Project Fund	-	-	-	-
Net Capital Surplus (Deficit)	<u>2,773,800</u>	<u>2,681,796</u>	<u>2,107,736</u>	<u>7,200,000</u>
TOTAL USES	<u>2,536,923</u>	<u>3,311,663</u>	<u>1,553,106</u>	<u>8,666,104</u>
Projected Ending Fund Balance:	\$ 218,392	\$ -	\$ (554,630)	\$ 1,466,104



AVIATION FUND REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Rents				
Airport Hangar Rent	77,274	85,750	85,750	90,000
Airport Restaurant Rent	4,800	4,800	4,800	4,800
Life Net Lease	6,177	6,177	6,177	6,200
Farm Land Rent	68,675	68,675	68,675	68,675
Air National Guard Rent	81,629	81,240	81,240	81,240
BMS Warehouse Rent	-	6,333	6,333	6,333
F.B.O. Lease	79,825	79,696	79,696	80,608
Federal Aviation Administration Rent	65,917	65,916	65,916	65,916
	<u>384,296</u>	<u>398,587</u>	<u>398,587</u>	<u>403,772</u>
Other Revenue				
Sale of Gas & Oil	29,981	20,610	20,610	24,500
Recycling Revenue	40	-	-	-
Recovery/Reimbursements	2,930	1,500	1,500	1,500
Other Revenue	772	80,780	80,780	780
	<u>33,722</u>	<u>102,890</u>	<u>102,890</u>	<u>26,780</u>
Investment Earnings				
Interest Income	1,625	100	100	100
	<u>1,625</u>	<u>100</u>	<u>100</u>	<u>100</u>
Intergovernmental				
Federal Aviation Administration	1,519,385	1,189,000	1,348,024	6,260,000
Buchanan County Aviation	-	-	-	-
State Airport Aid Grant	116,560	-	-	-
FEMA/SEMA Reimbursements	-	-	-	-
MO Air National Guard Grant	769,766	1,102,400	1,102,400	-
	<u>2,405,711</u>	<u>2,291,400</u>	<u>2,450,424</u>	<u>6,260,000</u>
Interfund Transfers In				
Transfer from General Fund	52,892	20,000	20,000	100,000
Transfer from Gaming Fund	60,000	60,000	60,000	90,000
Transfer from Water Protection Fund	48,290	48,290	48,290	48,290
Transfer from CIP Sales Tax Fund	368,090	254,600	272,269	940,000
	<u>529,272</u>	<u>382,890</u>	<u>400,559</u>	<u>1,178,290</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	135,796	-	-
	<u>-</u>	<u>135,796</u>	<u>-</u>	<u>-</u>
Total	<u>3,354,626</u>	<u>3,311,663</u>	<u>3,352,560</u>	<u>7,868,942</u>

EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	284,510	288,824	288,824	297,121
Salary Adjustments	-	-	-	-
Overtime	6,487	7,725	7,725	7,725
Temporary/Part-Time Wages	-	-	-	-
	<u>290,997</u>	<u>296,549</u>	<u>296,549</u>	<u>304,846</u>
Employee Benefits				
Lagers Pension Contribution	9,109	32,939	32,939	35,972
FICA Contribution	18,284	18,386	18,386	18,900
FICA Medicare	4,276	4,300	4,300	4,420
457 Employer Plan Match	1,950	1,950	1,950	1,950
Health Insurance	42,791	48,478	48,478	48,478
Dental Insurance	1,747	1,746	1,746	1,868
Federal Health Reinsurer Tax	-	-	-	-
Life Insurance	953	971	971	998

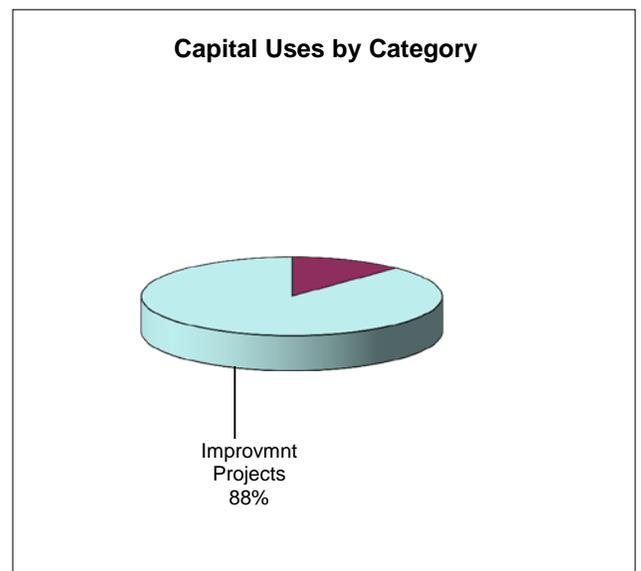
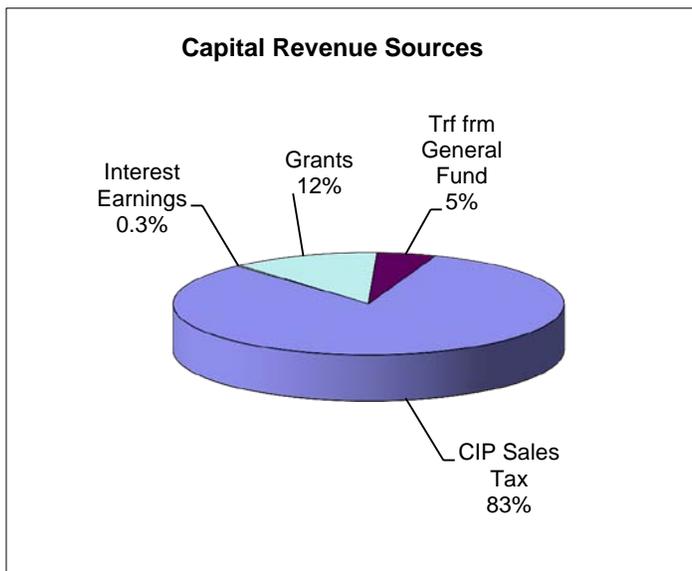
AVIATION FUND

EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Employee Benefits Con't				
Long Term Disability	693	777	777	799
Workers Compensation	11,200	11,553	11,553	12,194
Unemployment Claims	-	-	-	-
Car/Mileage Allowance	22	200	200	200
Confer/Train/Travel	5,446	7,300	7,300	8,000
	<u>96,472</u>	<u>128,600</u>	<u>128,600</u>	<u>133,779</u>
Materials & Supplies				
Office Supplies	523	1,400	1,400	1,400
Janitorial Supplies	3,098	3,100	3,100	3,100
Safety Equip/Clothing	1,777	2,600	2,600	2,600
Chemicals/Drugs/Med Supply	-	-	-	-
Motor Fuel and Lubricants	7,002	19,550	19,550	19,550
Minor Equipment	3,354	5,000	5,000	5,000
Street Maintenance Supplies	4,169	9,000	9,000	9,000
Other Materials/Supplies	3,189	3,390	3,390	3,390
	<u>23,113</u>	<u>44,040</u>	<u>44,040</u>	<u>44,040</u>
Services				
Professional Services	441,882	-	176,693	250,000
Memberships	1,401	1,220	1,220	1,220
Periodicals & Books	316	460	460	460
Communication Services	5,405	6,005	6,005	5,500
Postage	323	500	500	500
Advertising	8,097	400	400	400
Permits & Recording Fees	3,400	3,400	3,400	3,400
Printing & Binding	-	100	100	100
Gas Service	997	2,000	2,000	2,000
Electric Service	37,117	38,000	38,000	38,000
Water Service	1,343	2,100	2,100	2,100
Vehicle/Equipment Rent	6,098	7,004	7,004	7,454
M&R - Building & Facilities	32,691	43,000	43,000	48,350
M&R - Machinery & Equipment	7,436	9,000	9,000	9,000
M&R - Motor Vehicles	3,302	4,600	4,600	4,600
M&R - Communications Equipment	480	-	-	-
Major Repairs & Replacements	9,237	15,135	15,135	15,135
Laundry Services	3,953	2,400	2,400	2,400
Solid Waste Disposal Services	1,261	1,320	1,320	1,320
MO DNR Fees	-	150	150	150
Special Contributions	-	2,000	2,000	2,000
Other Services	5,326	86,200	86,200	6,200
	<u>570,065</u>	<u>224,994</u>	<u>401,687</u>	<u>400,289</u>
Other Charges				
Insurance	23,142	24,480	24,480	18,990
Transfer to General Fund	-	-	-	-
Transfer to General Fund - Computer	5,450	4,000	4,000	4,000
	<u>28,592</u>	<u>28,480</u>	<u>28,480</u>	<u>22,990</u>
Capital Outlay & Public Improvements				
Vehicle	-	-	-	30,000
Machinery & Equipment	-	43,000	43,000	70,000
Building	32,892	-	-	-
Improvements other than Buildings	1,494,791	2,546,000	2,546,000	6,950,000
	<u>1,527,683</u>	<u>2,589,000</u>	<u>2,589,000</u>	<u>7,050,000</u>
Total	<u>2,536,923</u>	<u>3,311,663</u>	<u>3,488,356</u>	<u>7,955,944</u>

CAPITAL PROJECTS FUND SUMMARY

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$9,651,150		\$1,564,250	2,467,770
SOURCES				
CIP Sales Tax	5,930,307	5,944,789	5,944,789	6,011,000
Other Misc Revenues	537,792	401,000	401,000	-
Interest Earnings	57,445	20,000	20,000	20,000
Intergovernmental/Grants	97,573	1,346,000	1,346,000	882,000
Transfer from General Fund	993,245	761,987	761,987	354,500
Transfer from Gaming Fund	-	-	-	-
Transfer from CDBG Fund	-	-	-	-
Transfer from Museum Fund	-	-	-	-
Appropriation from Fund Balance	-	(290,440)	-	6,483,592
TOTAL SOURCES	<u>7,616,363</u>	<u>8,183,336</u>	<u>8,473,776</u>	<u>13,751,092</u>
USES				
Professional Services/Materials & Supplies	685,967	-	-	-
Interfund Trfs	368,090	272,269	272,269	940,000
Capital Equip	-	-	-	-
Improvmt Projects	14,649,206	7,911,067	7,297,987	6,780,092
TOTAL USES	<u>15,703,263</u>	<u>8,183,336</u>	<u>7,570,256</u>	<u>7,720,092</u>
Net Surplus (Deficit)	<u>(8,086,900)</u>	<u>-</u>	<u>903,520</u>	<u>6,031,000</u>
Projected Ending Fund Balance:	\$1,564,250		\$2,467,770	8,498,770



CAPITAL PROJECTS FUND

REVENUES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Sales Tax				
Sales Tax	6,576,492	6,644,789	6,644,789	6,678,000
Sales Tax Contra Account	(1,518,486)	(1,570,000)	(1,570,000)	(1,541,400)
EATS	872,301	870,000	870,000	874,400
	<u>5,930,307</u>	<u>5,944,789</u>	<u>5,944,789</u>	<u>6,011,000</u>
Other Revenue				
Donations	35,000	401,000	401,000	-
MO Levee Project	502,792	-	-	-
Recovery/Reimbursements	-	-	-	-
	<u>537,792</u>	<u>401,000</u>	<u>401,000</u>	<u>-</u>
Investment Earnings				
Interest Income	57,445	20,000	20,000	20,000
	<u>57,445</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
Intergovernmental				
Bode Trust	22,000	-	-	-
MO DNR Parks	69,500	250,000	250,000	-
Trans Enhancement Grant	-	-	-	-
STP/FHWA Grant	6,073	960,000	960,000	882,000
FTA/CPG Grant	-	136,000	136,000	-
Buchanan County 911	-	-	-	-
FEMA Reimbursement Fund	-	-	-	-
SEMA Homeland Security Grant	-	-	-	-
Miscellaneous Grants	-	-	-	-
American Rec Reinvest Capital	-	-	-	-
	<u>97,573</u>	<u>1,346,000</u>	<u>1,346,000</u>	<u>882,000</u>
Interfund Transfers In				
Transfer from General Fund	993,245	761,987	761,987	354,500
Transfer from CDBG Fund	-	-	-	-
Transfer from Gaming Fund	-	-	-	-
Transfer from Museum Fund	-	-	-	-
	<u>993,245</u>	<u>761,987</u>	<u>761,987</u>	<u>354,500</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	(290,440)	-	6,483,592
Total	<u>7,616,363</u>	<u>8,183,336</u>	<u>8,473,776</u>	<u>13,751,092</u>

CAPITAL PROJECTS FUND

EXPENDITURES

	2016-17	2017-18		2018-19
	Actual	Adopted Budget	Estimated Actual	Budget
Supplies/Services/Other				
Minor Equipment	4,398	-	-	-
Professional Services	666,332	-	-	-
License/Permits/Recording Fees	1,523	-	-	-
Refund Expense	(2,104)	-	-	-
Other Services	10,439	-	-	-
Advertising	5,379	-	-	-
	<u>685,967</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	74,135	667,898	667,898	180,800
Buildings	5,234,296	532,840	532,840	460,210
Improvements other than Buildings	3,577,280	4,660,458	4,660,458	3,683,082
Streets, Curbs & Sidewalks	5,763,494	2,049,871	1,436,791	2,456,000
	<u>14,649,206</u>	<u>7,911,067</u>	<u>7,297,987</u>	<u>6,780,092</u>
Interfund Transfers				
Transfer to General Fund	-	-	-	-
Transfer to Aviation	368,090	272,269	272,269	940,000
	<u>368,090</u>	<u>272,269</u>	<u>272,269</u>	<u>940,000</u>
Total	<u>15,703,263</u>	<u>8,183,336</u>	<u>7,570,256</u>	<u>7,720,092</u>



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.

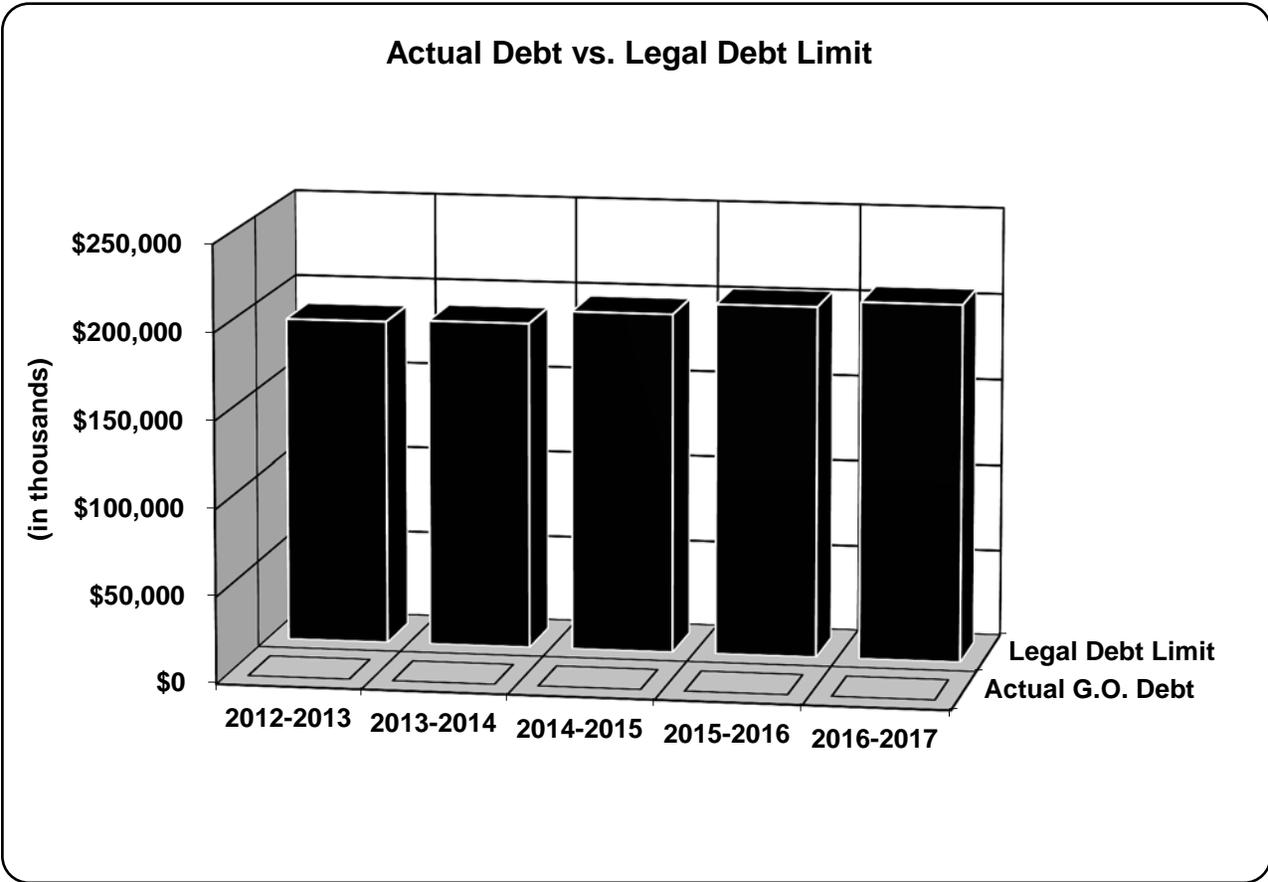
The Missouri State Constitution permits a City, by vote of two-thirds of the voting electorate, to incur general obligation indebtedness for "City Purposes" not to exceed 10% of the assessed value of taxable tangible property; and to incur additional general obligation indebtedness not to exceed, in 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 December 30, 2017		<u>\$1,030,563,082</u>
Legal Debt Margin: Any Legal "City Purpose" - Art. VI, Sec 26b		
Debt Limitation at 5% of assessed valuation.....		\$51,528,154
Additional Debt Margin: Any Legal "City Purpose" - Art. VI. Sec 26c		
Debt Limitation at 5% of assessed valuation.....		\$51,528,154
Legal Debt Margin: Streets, Storm or Sanitary Sewers - Art VI. Sec 26d		
Debt Limitation at 10% of assessed valuation.....		\$103,056,308
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>\$206,112,616</u>

GENERAL OBLIGATION BOND INDEBTEDNESS LEGAL DEBT MARGIN

(in thousands of dollars)

	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>
Assessed Valuation at July 1	936,350.00	942,350.00	980,423.00	1,012,996.00	1,030,563.08
Legal Debt Limit @ 20%	187,270.00	188,470.00	196,084.60	202,599.20	206,112.62
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>187,270.00</u></u>	<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>



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	260,000	Sewer	4/1/2023
2013 - SRF Bonds	14,217,922	12,076,400	Sewer	1/1/2034
2014 - SRF Bonds	56,000,000	51,474,000	Sewer	7/1/2035
2014A - SRF Bonds	28,585,000	26,265,000	Sewer	7/1/2035
2017 - SRF Bonds	66,850,000	65,986,000	Sewer	7/1/2049
2014B Sewer Revenue Bonds	5,755,000	5,035,000	Sewer	7/1/2034
2018 - Sewer Revenue Bonds	15,905,000	15,905,000	Sewer	6/1/2038
	<u>188,089,922</u>	<u>177,001,400</u>		
<i>Capital Lease Obligations</i>				
2015 - Avaya IP Phone	233,522	88,758	General	1/1/2020
2017 - Mail Machine	21,896	13,437	General	10/10/2020
2017 - Folder/Inserter	13,553	8,317	Sewer	10/10/2020
2018 - Golf Carts	217,168	208,560	Golf	2/15/2022
2018 - Golf Sprayer	32,531	30,695	Golf	3/15/2022
2018 - Office Copiers	118,304	118,304	General	6/18/2021
	<u>636,974</u>	<u>468,071</u>		
<i>Other Debt</i>				
2004 - MDFB D (LEC Expansion)	2,425,000	985,000	General	3/1/2024
2005 - IDA A & B (Shoppes TIF)	42,985,000	28,840,000	Spec Alloc	6/30/2028
2008 - IDA (Mitchell Ave Project)	5,110,000	2,920,000	Spec Alloc	3/1/2029
2011 - MDFB A (Triumph 2004 Refncd)	6,685,000	3,435,000	Spec Alloc	5/1/2024
2011 - MDFB E (Sewer System)	22,275,000	18,315,000	Sewer	5/1/2036
2012 - MDFB B (2004 Refncd)	8,685,000	5,060,000	Spec Alloc	11/1/2024
2012 - MDFB C (2004C Sewer Refncd)	8,825,000	5,195,000	Sewer	11/1/2024
2015 - IDA A (Sewer System)	10,255,000	9,175,000	Sewer	4/1/2034
2015 - IDA B (2007 Refncd)	19,215,000	17,415,000	Sewer	4/1/2027
	<u>126,460,000</u>	<u>91,340,000</u>		
<i>Total All Debt</i>	<u><u>315,186,896</u></u>	<u><u>268,809,471</u></u>		

FUTURE DEBT SERVICE REQUIREMENTS - EACH TYPE BY FUND

	Original Issue	Prior Payments	Current Balance	Remaining Total						Total Through Maturity
				2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2050	
General Fund										
2015 Office Copiers Lease Obligations										
Principal	118,304	0	118,304	36,819	39,271	42,215	0	0	0	118,304
Interest		0		7,075	4,622	1,679	0	0	0	13,376
	<u>118,304</u>	<u>0</u>	<u>118,304</u>	<u>43,893</u>	<u>43,893</u>	<u>43,893</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>131,680</u>
2015 Avaya IP Phone System										
Principal	233,522	144,764	88,758	54,069	34,689	0	0	0	0	88,758
Interest		66,714		7,827	1,417	0	0	0	0	9,244
	<u>233,522</u>	<u>211,478</u>	<u>88,758</u>	<u>61,896</u>	<u>36,106</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>98,002</u>
2017 Mailing Machine										
Principal	21,896	8,459	13,437	5,482	5,592	2,363	0	0	0	13,437
Interest		566		219	109	12	0	0	0	340
	<u>21,896</u>	<u>9,025</u>	<u>13,437</u>	<u>5,701</u>	<u>5,701</u>	<u>2,375</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>13,777</u>
2004 MDFB D (LEC Expansion)										
Principal	2,425,000	1,440,000	985,000	145,000	155,000	160,000	165,000	175,000	185,000	985,000
Interest		1,042,080		44,325	37,800	30,825	23,625	16,200	8,325	161,100
	<u>2,425,000</u>	<u>2,482,080</u>	<u>985,000</u>	<u>189,325</u>	<u>192,800</u>	<u>190,825</u>	<u>188,625</u>	<u>191,200</u>	<u>193,325</u>	<u>1,146,100</u>
Principal	2,798,722	1,593,223	1,205,499	241,370	234,552	204,578	165,000	175,000	185,000	1,205,499
Interest		1,109,360		59,446	43,948	32,516	23,625	16,200	8,325	184,060
Total GF Debt	<u>2,798,722</u>	<u>2,693,558</u>	<u>1,192,062</u>	<u>233,218</u>	<u>236,693</u>	<u>234,718</u>	<u>188,625</u>	<u>191,200</u>	<u>193,325</u>	<u>1,389,559</u>
Municipal Golf										
2013 Golf Carts Lease										
Principal	217,168	8,610	208,558	26,469	27,463	28,493	126,135	0	0	208,560
Interest		2,631		7,251	6,257	5,227	2,893	0	0	21,628
	<u>217,168</u>	<u>11,241</u>	<u>208,558</u>	<u>33,720</u>	<u>33,720</u>	<u>33,720</u>	<u>129,027</u>	<u>0</u>	<u>0</u>	<u>230,187</u>
2018 Golf Sprayer Lease										
Principal	32,531	1,836	30,695	7,594	8,011	8,450	6,640	0	0	30,695
Interest		427		1,458	1,041	602	149	0	0	3,250
	<u>32,531</u>	<u>2,263</u>	<u>30,695</u>	<u>9,052</u>	<u>9,052</u>	<u>9,052</u>	<u>6,789</u>	<u>0</u>	<u>0</u>	<u>33,945</u>
Principal	249,699	10,446	239,253	34,064	35,473	36,943	132,775	0	0	239,255
Interest		3,058		8,708	7,299	5,829	3,042	0	0	24,878
Total Golf Debt	<u>249,699</u>	<u>13,504</u>	<u>239,253</u>	<u>42,772</u>	<u>42,772</u>	<u>42,772</u>	<u>135,816</u>	<u>0</u>	<u>0</u>	<u>230,187</u>
Special Allocation (TIF)										
2005 IDA Series A (North Shoppes TIF)										
Principal	26,000,000	9,040,000	16,960,000	1,045,000	1,115,000	1,200,000	1,290,000	1,400,000	10,910,000	16,960,000
Interest		15,392,232		888,763	833,683	773,000	706,081	633,788	1,808,281	5,643,595
	<u>26,000,000</u>	<u>24,432,232</u>	<u>16,960,000</u>	<u>1,933,763</u>	<u>1,948,683</u>	<u>1,973,000</u>	<u>1,996,081</u>	<u>2,033,788</u>	<u>12,718,281</u>	<u>22,603,595</u>
2005 IDA Series B (North Shoppes TIF)										
Principal	16,985,000	5,105,000	11,880,000	730,000	780,000	870,000	925,000	1,015,000	7,560,000	11,880,000
Interest		10,376,042		627,025	586,444	542,100	493,859	441,722	1,223,622	3,914,772
	<u>16,985,000</u>	<u>15,481,042</u>	<u>11,880,000</u>	<u>1,357,025</u>	<u>1,366,444</u>	<u>1,412,100</u>	<u>1,418,859</u>	<u>1,456,722</u>	<u>8,783,622</u>	<u>15,794,772</u>
2008 IDA Mitchell Avenue										
Principal	5,110,000	2,190,000	2,920,000	200,000	215,000	220,000	235,000	250,000	1,800,000	2,920,000
Interest		2,228,040		160,600	149,600	137,775	125,675	112,750	362,450	1,048,850
	<u>5,110,000</u>	<u>4,418,040</u>	<u>691,960</u>	<u>360,600</u>	<u>364,600</u>	<u>357,775</u>	<u>360,675</u>	<u>362,750</u>	<u>2,162,450</u>	<u>3,968,850</u>
2011 MDFB Series A (Triumph Foods TIF)										
Principal	6,685,000	3,250,000	3,435,000	515,000	535,000	560,000	580,000	605,000	640,000	3,435,000
Interest		1,265,952		144,894	126,869	106,806	84,406	57,581	29,600	550,156
	<u>6,685,000</u>	<u>4,515,952</u>	<u>3,435,000</u>	<u>659,894</u>	<u>661,869</u>	<u>666,806</u>	<u>664,406</u>	<u>662,581</u>	<u>669,600</u>	<u>3,985,156</u>
2012 MDFB Series B (Triumph Foods TIF)										
Principal	8,685,000	3,625,000	5,060,000	695,000	720,000	745,000	770,000	800,000	1,330,000	5,060,000
Interest		1,302,490		189,751	168,880	144,918	118,262	86,861	64,330	773,002
	<u>8,685,000</u>	<u>4,927,490</u>	<u>5,060,000</u>	<u>884,751</u>	<u>888,880</u>	<u>889,918</u>	<u>888,262</u>	<u>886,861</u>	<u>1,394,330</u>	<u>5,833,002</u>
Principal	63,465,000	23,210,000	40,255,000	3,185,000	3,365,000	3,595,000	3,800,000	4,070,000	22,240,000	40,255,000
Interest		30,564,755		2,011,032	1,865,475	1,704,599	1,528,284	1,332,702	3,488,284	11,930,375
Total Spec Allocation	<u>63,465,000</u>	<u>53,774,755</u>	<u>40,255,000</u>	<u>5,196,032</u>	<u>5,230,475</u>	<u>5,299,599</u>	<u>5,328,284</u>	<u>5,402,702</u>	<u>25,728,284</u>	<u>52,185,375</u>

FUTURE DEBT SERVICE REQUIREMENTS - EACH TYPE BY FUND

	Original Issue	Prior Payments	Current Balance	Remaining Total					Total Through Maturity	
				2018-2019	2019-2020	2020-2021	2021-2022	2022-2023		2023-2050
Sewer										
2017 Folder/Inserter										
Principal	13,553	5,236	8,317	3,393	3,461	1,463	0	0	0	8,317
Interest		351		136	67	7	0	0	0	210
	13,553	5,587	8,317	3,529	3,528	1,470	0	0	0	8,527
2003 Sewerage System Revenue Bonds										
Principal	777,000	517,000	260,000	45,000	50,000	50,000	55,000	60,000	0	260,000
Interest		374,910		13,133	10,905	8,405	5,880	3,075	0	41,398
	777,000	891,910	260,000	58,133	60,905	58,405	60,880		0	301,398
2011 Sewerage System MDFB Series E										
Principal	22,275,000	3,960,000	18,315,000	670,000	695,000	725,000	750,000	790,000	14,685,000	18,315,000
Interest		6,430,773		923,263	896,463	868,663	839,663	804,038	6,009,219	10,341,306
	22,275,000	10,390,773	18,315,000	1,593,263	1,591,463	1,593,663	1,589,663	1,594,038	20,694,219	28,656,306
2012 MDFB C - WWT Plant Expansion - BUILD Bond Portion										
Principal	1,946,230	1,392,152	554,078	276,160	277,918	0	0	0	0	554,078
Interest		1,319,659		25,025	10,619	0	0	0	0	35,644
	1,946,230	2,711,811	554,078	301,185	288,537	0	0	0	0	589,722
2012 MDFB C - WWT Plant Expansion - City Portion										
Principal	6,878,770	2,237,848	4,640,922	398,840	417,082	715,000	740,000	760,000	1,610,000	4,640,922
Interest		1,133,017		138,600	132,756	122,525	101,075	77,025	65,731	637,712
	6,878,770	3,370,865	4,640,922	537,440	549,838	837,525	841,075	837,025	1,675,731	5,278,634
2013 State Revolving Loan Funds										
Principal	14,217,922	2,141,522	12,076,400	632,500	646,900	661,500	677,000	692,500	8,766,000	12,076,400
Interest		724,970		157,334	148,934	140,350	131,567	122,580	692,015	1,392,780
	14,217,922	2,866,492	12,076,400	789,834	795,834	801,850	808,567	815,080	9,458,015	13,469,180
2014 State Revolving Loan Funds										
Principal	56,000,000	4,526,000	51,474,000	2,353,000	2,414,000	2,478,000	2,544,000	2,611,000	39,074,000	51,474,000
Interest		2,096,894		798,965	761,788	723,637	684,473	644,273	4,194,773	7,807,908
	56,000,000	6,622,894	51,474,000	3,151,965	3,175,788	3,201,637	3,228,473	3,255,273	43,268,773	59,281,908
2014A State Revolving Loan Funds										
Principal	28,585,000	2,320,000	26,265,000	1,206,000	1,236,000	1,268,000	1,302,000	1,335,000	19,918,000	26,265,000
Interest		865,662		353,131	336,627	319,709	302,348	284,532	1,850,994	3,447,342
	28,585,000	3,185,662	26,265,000	1,559,131	1,572,627	1,587,709	1,604,348	1,619,532	21,768,994	29,712,342
2014B Sewerage System Revenue Bonds										
Principal	5,755,000	720,000	5,035,000	210,000	220,000	225,000	230,000	240,000	3,910,000	5,035,000
Interest		635,415		170,638	166,438	162,038	157,538	152,363	1,068,263	1,877,275
	5,755,000	1,355,415	5,035,000	380,638	386,438	387,038	387,538	392,363	4,978,263	6,912,275
2015A IDA Sewerage System Revenue Bonds										
Principal	10,255,000	1,080,000	9,175,000	370,000	380,000	400,000	420,000	440,000	7,165,000	9,175,000
Interest		1,076,061		353,094	341,294	322,294	302,294	281,294	1,717,869	3,318,138
	10,255,000	2,156,061	9,175,000	723,094	721,294	722,294	722,294	721,294	8,882,869	12,493,138
2015B IDA Sewerage System Revenue Bonds										
Principal	19,215,000	1,800,000	17,415,000	1,240,000	1,290,000	1,355,000	1,420,000	1,490,000	10,620,000	17,415,000
Interest		2,649,188		858,350	808,750	744,250	676,500	605,500	1,575,500	5,268,850
	19,215,000	4,449,188	17,415,000	2,098,350	2,098,750	2,099,250	2,096,500	2,095,500	12,195,500	22,683,850
2017 State Revolving Loan Funds										
Principal	66,850,000	864,000	65,986,000	1,750,000	1,782,000	1,814,000	1,848,000	1,881,000	56,911,000	65,986,000
Interest		652,010		747,276	727,235	706,829	686,052	664,894	8,504,092	12,036,377
	66,850,000	1,516,010	65,986,000	2,497,276	2,509,235	2,520,829	2,534,052	2,545,894	65,415,092	78,022,377
2018 Sewerage System Revenue Bonds										
Principal	15,905,000	0	15,905,000	465,000	565,000	590,000	610,000	635,000	13,040,000	15,905,000
Interest		0		651,133	551,735	529,135	505,535	481,135	3,726,107	6,444,780
	15,905,000	0	15,905,000	1,116,133	1,116,735	1,119,135	1,115,535	1,116,135	16,766,107	22,349,780
Principal	248,673,475	21,563,758	227,109,717	9,619,893	9,977,361	10,282,963	10,596,000	10,934,500	175,699,000	227,109,717
Interest		17,958,910		5,190,076	4,893,609	4,647,840	4,392,924	4,120,708	29,404,562	52,649,719
Total Sewer Debt	248,673,475	39,522,669	227,109,717	14,809,969	14,870,970	14,930,803	14,988,924	15,055,208	205,103,562	279,759,436
Total All Debt										
Principal	315,186,896	46,377,427	268,809,469	13,080,326	13,612,386	14,119,485	14,693,775	15,179,500	198,124,000	268,809,471
Interest		49,636,083		7,269,262	6,810,331	6,390,784	5,947,875	5,469,610	32,901,171	64,789,032
Total Debt Service	315,186,896	96,013,510	268,809,469	20,349,588	20,422,717	20,510,269	20,641,649	20,649,110	231,025,171	333,598,503



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

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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.

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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**

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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.

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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.

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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.

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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.

