

CITY OF ST. JOSEPH MISSOURI



ADOPTED BUDGET FOR FISCAL YEAR 2020–2021



CITY OF ST. JOSEPH, MISSOURI

FY2020-2021 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: 9th & Felix Parking Garage Photo courtesy of Ed Schilling, Multimedia Planner

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St. Joseph, Missouri

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

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

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

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

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

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



MANAGEMENT TEAM AND ADVISORY BODIES

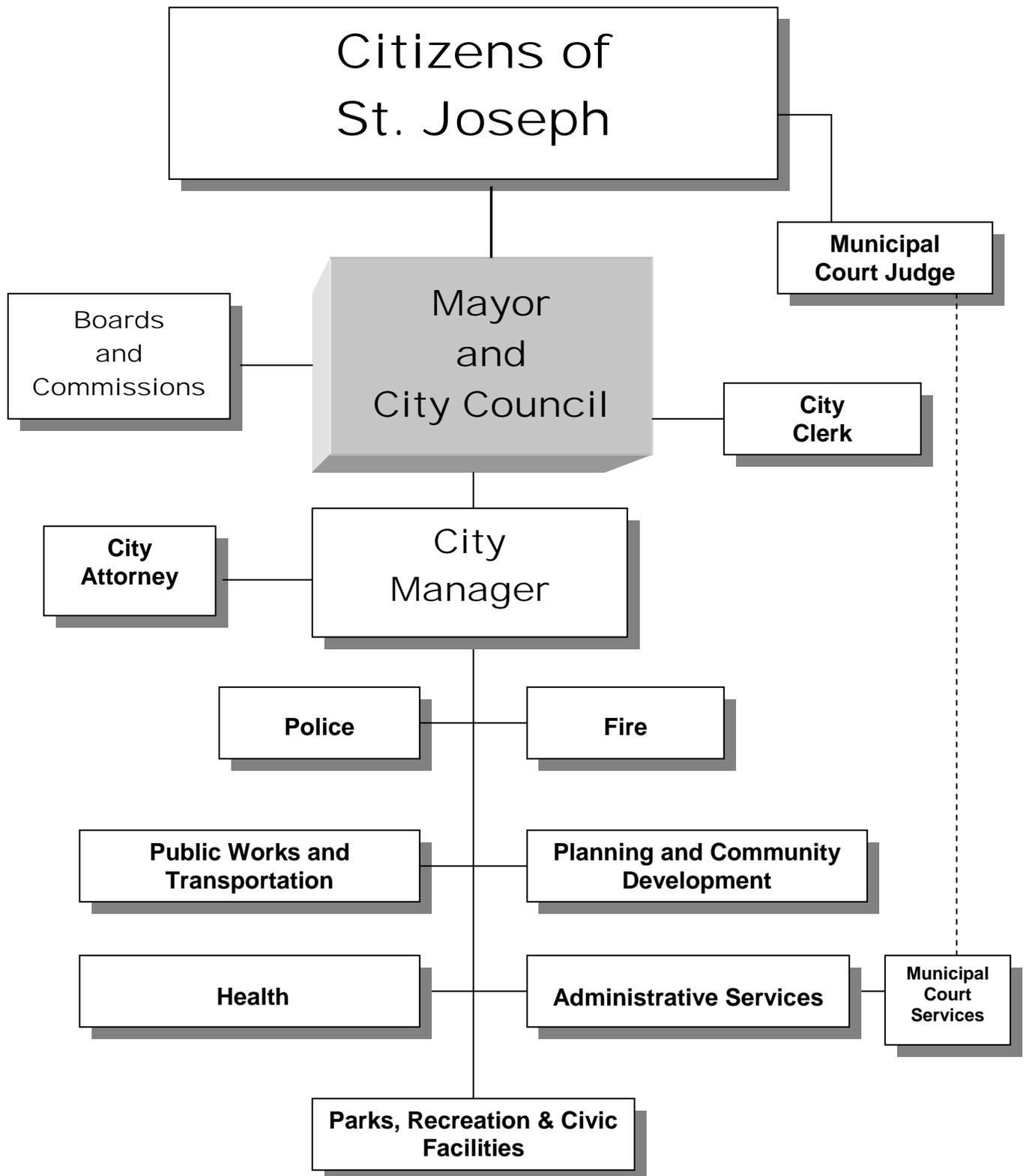
J. Bruce Woody
City Manager

Administrative Services	Tom Mahoney
City Attorney	Bryan Carter
City Clerk	Paula Heyde
Fire Chief	Michael Dalsing
Human Resources	Amy Cohorst
Parks, Recreation & Civic Facilities	Chuck Kempf
Planning & Community Development	Clint Thompson
Police Chief	Chris Connally
Public Health	Debra Bradley
Public Works & Transportation	Andrew Clements

ADVISORY BODIES

ABCD Regional Planning Commission	Law Enforcement Center Commission
Administrative Violation Review Board	Library Board
Advisory Commission on Aging	Mechanical Standards Board of Appeals
Aviation Board	Museum Oversight Board
Building & Fire Prevention Code - Board of Appeals	Operating Engineers Board
Community Police Advisory	Parks & Recreation Board
Disability Services Board	Personnel Board
Downtown Economic Stimulus Authority	Planning Commission
Downtown Review Board	Plumbers Examining & Appeals Board
Electrical Standards & Appeals Board	Port Authority
Enhanced Enterprise Zone Board	Senior Citizens Foundation, Inc. Board
Fire & Emergency Services Advisory Board	Social Welfare Board of Buchanan Co.
Housing Authority	Tax Increment Financing Commission
Human Rights Commission	Tourism Commission
Industrial Development Authority	Traffic Commission Board
Land Clearance for Redevelopment Authority	Tree Board
Landmark Commission	Zoning Adjustment Board
Landmark Review Board	

ORGANIZATION CHART



HOW TO USE THIS DOCUMENT

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

i. **INTRODUCTION**

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

CITY MANAGER’S TRANSMITTAL LETTER & REVENUE DISCUSSION

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

CITY MISSION AND POLICIES

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

OVERVIEW

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

ii. **OPERATING DEPARTMENTS BUDGET DETAILS**

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

iii. **FUND SUMMARIES**

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

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

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

iv. **SUPPLEMENTAL INFORMATION**

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

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

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

CITY MANAGER'S BUDGET TRANSMITTAL

April 6, 2020

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 2021 (FY21) Proposed Annual Budget.

St. Joseph has experienced significant events the last few years that created financial challenges. The FY20 budget that is concluding was impacted significantly by flooding on the Missouri River. The flood response added expenses, reduced revenues, and occupied staff time away from other priorities. Some of the expenses will be offset in a future fiscal year by 75% reimbursement from FEMA, but lost revenues will not, and the opportunity cost of staff working on emergency response instead of other priorities results in delays in other projects.

While we have weathered that event reasonably well, our nation, state and local area now faces the impact from the pandemic of the COVID-19 virus. The spring of 2020 was the start of the national response to the virus, first through simple social distancing, then quickly followed by the need to close many businesses and alter normal work and social routines, eventually leading to an emergency declaration requesting the public to stay-at-home whenever possible. This pandemic has created many fears for the health of our family, friends and acquaintances, as well as hardships throughout our business community. The financial impact of COVID-19 to businesses extends to units of government as well, as sales tax revenue declines, energy use declines, and tourism is reduced. The FY21 budget reflects a response in anticipation of a reduction in sales tax revenues, franchise tax receipts and tourism dollars spent in the community.

Despite the exigency of the COVID-19 pandemic and the need to hedge against the financial impacts ahead, this budget also reflects City Council's goals and priorities and is their single most important policy statement. This year's \$167,449,843 budget includes all the city government's proposed expenditures, but it is a living document and can be amended as needed throughout the year. If the economy reacts quickly and positively following this virus pandemic, the City Council can increase the revenue projections and fill various place holders in the budget to add back expenses that have been removed as a cost savings measure. Similarly, if revenue projections do not meet estimates, there are a few items that can be removed from the budget to help reduce expenses. While each year the annual budget provides a starting point for the upcoming fiscal year, the budget is also amended throughout the year as Council approves various ordinances based on changing conditions such as one-time expenses, receipt of grants, unanticipated expenses, etc.

Budget Summary

Performance among the various funds in FY20 was mixed. The General fund remained fairly stable through most of the year. Property tax was up slightly over FY19 at 3.9%. Sales tax was performing better than

CITY MANAGER'S BUDGET TRANSMITTAL

expected up through the first of April 2020, up nearly 4.4% over the same time in FY19, but only 2% over FY20 projections. But, once businesses started closing due to the COVID-19 virus, sales tax revenue dropped considerably. A loss of approximately \$1.8 M across all funds is factored into the fund balance projections for the close of FY20. That represents a loss of 30% of sales tax revenue the last two months of the fiscal year.

The three enterprise funds of Aviation, Parking and Golf all need ongoing close attention this year due to the need for operating subsidies and/or declining fund balance. In contrast, the Landfill fund's performance has been outstanding during FY20. Volume has exceeded expectations following the decrease in tipping fee from \$34/ton to \$32/ton in FY19. This added revenue will allow for a significant contribution of \$2 million to the city's closure/post-closure fund in FY21.

The Cell Phone fund revenue declined significantly in FY20. With revenue of only \$580,000 expected in FY21, it is down nearly 45% from what was being received just two years ago. In response, the FY21 Cell phone program budget has reduced its expenses to meet the reduced revenue. The primary impact is less funds available for capital purchases for police, fire, parks and public works departments.

The special allocation funds (i.e. Tax Increment Financing) will be down next year due to the reduction in sales tax due to COVID-19. However, since the city of St. Joseph does not back TIF agreements with public funds, each TIF is a pay-as-you-go agreement. Reduced funding may delay the pay-off of a given TIF agreement, but only the developer is at risk for any debt associated with a TIF.

The Gaming fund revenues were down in FY20 due to flood damage that closed the casino floor for one month and an extended period of the ongoing closure of the land-based portion of the casino that contains the restaurant and gift shop. The land-based restaurant underwent a tremendous remodel and opened again in February 2020. However, the Governor closed all 13 casinos state-wide in response to the Coronavirus so gaming revenues will be down again in FY21. The Gaming budget was reduced an additional \$100K for FY21.

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 budget work sessions and corrections, if any, to proposed revenues and expenditures that may be necessary through the date of budget adoption on June 15, 2020.

OPERATING BUDGET OVERVIEW – FY21

The FY21 operating budget shows a decrease in expenditures of 1.04% over that of FY20.

The capital portion of the budget also displays a decrease from last year. The capital budget is down 19.21% from FY20.

The combined effect for the overall budget is a 6.10% decrease over last year.

The proposed budget for FY21 totals \$167,449,843 and compares to the adopted annual budget for FY20 as follows:

CITY MANAGER'S BUDGET TRANSMITTAL

Expenditure Component	Proposed Expenditure FY21	Adopted Expenditure FY20	Dollar Increase (Decrease)	Percent Increase (Decrease)
Operating Expenditures	\$127,355,843	\$ 128,693,576	(\$1,337,733)	-1.04%
Capital Improvements	<u>\$40,094,000</u>	<u>\$ 49,630,340</u>	<u>(\$9,536,340)</u>	-19.21%
Total:	<u>\$167,449,843</u>	<u>\$ 178,323,916</u>	<u>(\$10,874,073)</u>	<u>-6.10%</u>

Operating Revenues

The operating revenue component of the City's FY21 Proposed Annual Budget, net of Capital Project receipts, transfers, bonds, Special Allocation fund revenues and capital grants, are projected to decrease. Property tax revenue is approximately 10% of total revenue, up only slightly from last year. Annual growth in property tax valuations for the past five years have fluctuated between 1.3% to 1.9%. Hancock limitations restricts property tax growth to the lower of 5% or the consumer price index, which was 1.9%. FY20 tax assessment valuations for tax year 2019 actually decreased by 0.8241%. So, property tax revenue is projected to be flat or to decrease proportionately, which is about \$57,000.

Sales tax revenues represent 27% of the City's total revenue. FY20 was looking like a good sales tax year, with revenues running a 4.4% over the same time last year as late as the April 1, 2020 remittances. However, the COVID-19 pandemic closed many businesses and will have a major impact on sales tax revenue. Since sales tax revenue is returned to municipalities approximately 60 days following when it is paid, we have yet to receive our first low sales tax transfer as of the writing of this transmittal memo. However, cities across the state are fearful of a 20-30% decrease in sales tax revenue for several consecutive months, which will adversely affect the last part of the FY20 fiscal year. If those numbers are realized, the positive increase in sales tax for FY20 will be wiped out and the year could end with a reduction in total sales tax of nearly \$1.8 million. Of that, approximately \$394K is in the General fund, \$671K in the Use tax fund, \$109K in the Public Safety Tax fund, \$467K in the SIMR portion of the General fund (that number also reflects changes in fuel tax revenue), \$68K in the CIP fund and \$83K in the Mass Transit fund.

The need for an internet sales tax in Missouri is made even more evident by this event. The loss in sales tax revenue could have been mitigated to some degree by the more stable sales tax provide through internet sales. Missouri is now one of only two remaining states who have not established a means to collect sales tax on internet sales. Hopefully the General Assembly will resolve this problem in the next fiscal year and this topic won't have to be mentioned in the FY22 budget transmittal message.

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. Following the Blacksnake Creek Stormwater Conveyance project in FY18, there is a several year break before the next Long Term Control Plan (LTCP) project begins and puts renewed upward pressure on sewer rates. This pause allowed for a 0% increase in rates in FY19. Following a recommendation for a 2% increase in FY20, the City Council chose to hold the line for another 0% rate change this past year. For FY 21, staff identified long-range maintenance projects that were bondable and recommends that funding source in lieu of cash in order to keep sewer rates down to only a 3% increase, overall.

Further, rate projections into the following four years indicate that we should remain in the low single digits, specifically 3%, 3%, 3% and 0%.

CITY MANAGER'S BUDGET TRANSMITTAL

Energy has put us on notice that electric energy franchise taxes will be lowered due to reduced energy consumption while businesses are closed. Other utility franchise taxes are relatively flat or declining for similar reasons. Cell phone revenues are markedly down, with next year's projection down nearly \$400K. Outside legal counsel is investigating these changes to identify if the dip in revenue is appropriate or not.

Most license and permit fees remained stable, however, due to COVID-19 related closures, revenue is down from city facilities like the Civic Arena, Missouri Theater, Bode Ice Arena and others. Also, the City Council has reduced some business-related fees and license to help local businesses during this difficult time, which further reduces city revenue.

Operating Expenditures

Operating expenses are slightly reduced overall from last year. But what is not apparent when only looking at the net differences year to year, are the upward trend in many expenses together with the budget cuts that were made to still keep expenses below those in FY20. The following is a list of the more significant changes reflected in the FY21 budget:

Increases in expenses:

- Health insurance costs increased 4.5%, or \$268K (The original renewal number was a 9.4% increase, but plan adjustments kept the increase to only 4.5%).
- LAGERS pension contributions increased 1%, or \$651K.
- Worker's compensation insurance premiums increased \$648K in FY20, requiring a larger cost allocation in FY21.
- Salary and benefits expense in the Public Safety Tax fund will exceed revenue again in FY21, but this year will use up the remaining Public Safety Tax fund balance, causing an extra expense of \$822K to be absorbed in the General fund.
- Cost of Living Adjustment (COLA) starting January 1, 2021 of 1%, or \$273,563.

Decreases in expenses:

- Conference, training and travel budgets were cut in half in all departments and programs, a total savings of approximately \$210K.
- Mileage reimbursement budgets were cut to reflect a reimbursement rate of \$0.40/mile in lieu of the federal reimbursement rate of \$0.575/mile, a total savings of approximately \$36K.
- \$1.2 million in contracted street maintenance from the General fund is being withheld for FY21. (However, there will still be \$3.6 million in Use Tax funds and \$900K in CIP funds spent for contracted street maintenance in FY21).
- 2 ½ positions in the Parking program have been removed in FY21. The two full time and one part-time positions are attendants in the two main parking garages downtown.
- 3 vacant positions in the SIMR division are being held open and unfunded in FY21. These positions are critical to the slurry seal program. As a result, there will be an additional expense savings from not performing slurry seal in FY21 of approximately \$167K.
- 1 vacant accounting position in the Administrative Services Department is being held open and unfunded in FY21.
- 1 vacant Assistant Director of Administrative Services position is being held open and unfunded in FY21.
- The city's ½ of a Buchanan County Inspector position (shared position with Buchanan County which is currently vacant) is being held open and unfunded in FY21.

CITY MANAGER'S BUDGET TRANSMITTAL

- Converting the Assistant City Planner position to a Housing Compliance Inspector (rental inspections and property maintenance). The new position will be paid through the Landfill fund as are all property maintenance positions, saving the cost of the old position which was paid through the General fund.
- The public pools (Aquatic Park and Krug Park) are proposed to be closed for the calendar year 2020 season due in large part due to the ongoing COVID-19 virus concern. This also results in an expense savings of \$175K (after accounting for reduced revenues). Funds for opening both pools and the new Splash Park are provided for calendar year 2021. Funds for the city share of operating costs of the indoor pool at Missouri Western State University (MWSU) are in the FY21 budget, however MWSU has not yet announced when they will reopen their pool, but we anticipate it will not be until the fall semester.

There was no Cost of Living Adjustment (COLA) for city employees in FY20. Despite the many unknowns ahead for FY21, I am recommending a 1% COLA for all employees in FY21, but have it budgeted it to start on January 1, 2021, which is half-way through the year. This is an area that the City Council can choose later to rescind if sales tax revenues perform more poorly than already anticipated.

There are few capital and supplemental changes to the FY21 operations budgets in the various funds. I have listed the significant ones that would be of more general interest to the Council below.

Selected Changes in Operating Expenditures – By Department	Increase
<u>Public Works</u>	
Annual Replacement of 3 Bobcats (SIMR)	\$ 18,000
Cab, Chassis, Dump Body, Plow, Spreader (SIMR)	\$ 150,000
Street Sweeper Replacement (SIMR -split funding)	\$ 130,000
Salt Brine Storage Tanks (SIMR)	\$ 20,000
Snow Plow (Airport)	\$ 7,000
Sewer Maintenance Pickup Replacement	\$ 29,400
Mechanical Sweeper for Sewer Maintenance (split funding)	\$ 147,000
ADA Solar Bus Stops for Transit (80/20 Grant Funded)	\$ 150,000
Land Acquisition for Bus Stop Shelter (80/20 Grant Funded)	\$ 480,000
40-Ton Haul Truck for Landfill	\$ 540,000
Wheel Loader Replacement for Landfill	\$ 210,000
Replacement of Track Skid Loader for Landfill	\$ 75,000
<u>Police</u>	
Mobile & Portable Radio Upgrades	\$ 216,000
Setup for Two Police Vehicles	\$ 21,384
<u>Parks & Recreation Department</u>	
Replace Nature Center Roof	\$ 50,000
Electrical and Hot Water Heater for Parks Maintenance	\$ 23,000
Walk-In Cooler for the Civic Arena	\$ 15,000
<u>Administrative Services Department</u>	
Additional Licenses for Office 365 (Computer Network)	\$ 20,000
<u>General Government</u>	
Cleaning Service for City Hall (Building Maintenance)	\$ 10,000
Increase for Drug & Alcohol Testing (Risk Management)	\$ 5,000

CITY MANAGER'S BUDGET TRANSMITTAL

In FY21, there will be an overall reduction of 2.5 Full Time Equivalent (FTE) positions, 4 positions that are vacant that will be held open but not funded for FY21, and addition of one new position, also held open but not funded for FY21. Also, one General fund position is being transferred to a Landfill fund supported position.

Change in Positions for FY21	
Positions - Reduced	FTE
Parking Lot Attendant (2 Full Time)	2.00
Parking Lot Attendant (1 Part Time)	0.50
Total Reduced	2.50
Positions - On Hold and Unfunded	Total
Equipment Operator 1 (3)	3.00
Assistant Director Administrative Services (1)	1.00
Accountant (1)	1.00
Total On Hold and Unfunded	5.00
Total Impacted Positions	7.50
Total Reduction in Expense	(\$315,483)

Enterprise Fund Balance

All funds are monitored for changes in revenue and expenditures and resulting maintenance of minimum levels of fund balances. The past few years, we have closely monitored the low or declining fund balance of four of the enterprise funds. However, the Landfill fund is no longer on our list of concerns. This division has significantly increased its revenue following the City Council's decision two years ago to reduce tipping fees by \$2.00 per ton to attract additional volume. This strategy has worked so well that in FY21 I recommend making a \$2M contribution to the closure/post-closure designated fund to catch up from prior years when our contributions were below target. That addition should boost the closure/post-closure designated fund to \$8.6 M by the end of FY21.

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

Fund	FY16	FY17	FY18	FY19	FY20	FY21 Projected
Aviation	\$6,327	\$0	332,818	\$383,915	\$442,201	\$255,073
Parking	(\$26,049)	\$0	130,901	\$23,531	\$3,276	\$65,996
Landfill	\$2,858,896	\$3,633,902	\$4,640,509	\$5,161,332	\$8,547,796	\$10,445,240
Golf	(\$88,839)	\$0	\$21,943	(\$105,715)	(\$109,955)	(\$96,735)

Aviation: The Aviation fund has struggled since FY12 when the National Guard Bureau significantly reduced its Airport Joint Use Agreement (AJUA) payments to a reduced rate resulting in an annual loss of

CITY MANAGER'S BUDGET TRANSMITTAL

revenue of \$107,000. Since then, an annual \$20,000 operating subsidy from the General fund and \$70,000 operating subsidy from the Gaming fund have been budgeted to help supplant the loss in revenue for the important services provided by this public works division. Starting in FY21, revenue from land rents to the Water Protection division for their land application program on airport property will transition to a slightly lower rent structure for farming uses as the wastewater utility fully converts their bio-solids processing process to their new dryer system. While beneficial to the wastewater utility, this action will further hurt revenues for the Aviation Fund. While it is a goal to operate the Aviation division as an enterprise fund, Rosecrans Memorial Airport doesn't have commercial air service so without that income stream it operates like most of its peer general aviation airports, needing financial subsidies to cover operating expenses.

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

Parking: The Parking fund continues to struggle with the need for significant capital maintenance funding, but has little program revenue. This year, a distinct need is for replacement of the gate and ticketing system at both parking garages. However, at \$80K there are not enough funds available to replace that equipment and it does not make economic sense in terms of return on investment. Instead, I am recommending that both garages be monitored for parking passes and the two-hour limit using the same staff that monitors on-street parking and the new garage at 9th and Felix. If monitored by patrol, the two parking garages will not need parking attendants, which reduces the parking program by 2.5 positions.

The new parking garage is seeing good use. It is an attractive addition to downtown and has one professional office tenant on the first floor. The capital expense for the city's share of the new garage 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.

Landfill: In FY19, tipping fees were reduced from \$34/ton to \$32/ton to lure tonnage away from a competing transfer station in Doniphan County and to direct more locally collected solid waste to the city's landfill. This step has been extremely successful and has increased revenue in the fund nearly 27% in FY20 over that in FY19. This additional revenue has allowed for three important opportunities: 1) Deferred equipment replacement began being addressed last year and continues this year with the purchase of a new haul truck and lease of a new motor grader and excavator, 2) Potential purchase of property adjacent to the landfill to provide both buffer and natural resources for future construction materials; and 3) Deposit of \$2 million into the closure/post-closure dedicated fund for future maintenance expenses in the distant future when portions of the landfill close as they reach permitted elevations. All landfills are responsible for maintaining the landfill areas for 30 years following the closure of a landfill, long after those areas of the landfill are no longer generating revenue.

Municipal Golf Course: Nationally, the number of rounds of golf played continues to decline, putting continued downward pressure on revenues. Regionally, the other area golf courses have sold or been leased to private entities as a result of the same pressures that we have been facing at Fairview Golf Course. Staff

CITY MANAGER'S BUDGET TRANSMITTAL

continue to do a great job promoting the facility, looking for opportunities to recruit and train new players to the game, and earn additional revenue by making the most of our facilities through facility rentals.

In FY21 the only capital expense in the Golf fund is the continuation of a lease/purchase agreement for a piece of course maintenance equipment (truckster/sprayer). Overall, the Golf fund continues to just barely meet its revenue needs. I appreciate staff's continued work to generate activities that bring new and existing users back to Fairview.

Capital Budget Overview – FY21

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

FY21 is the second year of the 2019-2024, half-cent Capital Improvement Program sales tax program. I am excited for several projects that kick off next year. Fire Station #8's new location on Mitchell Avenue across from MWSU will be under construction this fiscal year. The new Splash Park at Hyde Park will also begin construction and should finish in the fall of 2020. These are both ½ cent Capital Improvement Program (CIP) Sales Tax projects. Other CIP projects include repairs to the Noyes Lap Pool at the Aquatic Park, and matching funds for phase II of the Urban Trail along Blackwell Road. Projects that are funded for design work in FY21 include new restrooms and theater lighting at the Missouri Theater and earthwork for the east portion of Eastowne Business Park. Construction of those projects is funded for the following year.

The largest categories of capital improvements in FY21 continue to be in the wastewater utility, aviation, half-cent CIP sales tax and mass transit areas. In aviation, we are again partnering with the Missouri Air National Guard for military construction funding this year for a pavement maintenance project on runway 17/35 and for construction of an equipment building to replace an existing building that is located in the newly leased area. Next year the Mass Transit division will continue to add solar bus stops and new ADA shelters, as well as some maintenance projects at the main facility.

Each year the Water Protection division has a significant number of Capacity, Management, Operations and Maintenance (CMOM) projects scheduled. One important difference for FY21 is that the CMOM projects that have useful life of 20 years or more will be bonded this year instead of using cash. This step is being made in order to keep the FY21 sewer rate increase down to only 3%, instead of 8%.

The Use Tax program continues to perform well, except for any impacts from reduced sales during the COVID-19 response. We are budgeting \$3.6 million from the Use Tax and will have an additional \$900K from the CIP fund for contracted maintenance in FY21.

Detail of the City's projected capital projects' spending for FY21 can be found in the City Capital Projects section of the budget document.

CITY MANAGER'S BUDGET TRANSMITTAL

Discretionary Expenditures

Being a service organization, a significant percentage of overall costs are salary and benefits. Additionally, much of our revenue is restricted or allocated to specific uses, leaving little discretionary funding. Most of the City's discretionary revenue comes from the Gaming fund and the Cell Phone receipts (cell phone franchise revenue) which totals approximately 1.0% of the overall operating expenditure in the FY21 budget. The remaining source of discretionary funding is the General fund. The ability to appropriate those funds depends on the health of the fund and a favorable fund balance.

Overall, total revenues are down nearly \$1.8 million in FY21 due to the projected loss of sales tax revenue while businesses were partially or fully closed during the COVID-19 pandemic. Consequently, very few discretionary capital expenses are proposed in the General fund this fiscal year. Normally, an alternative is for the City to rely more on the Cell Phone and Gaming funds for capital expenses when they can't be fully supported through a department's regular fund sources. But, Cell Phone revenues are also down this year, with expected revenue being only \$510K. Gaming revenues are also down, with expected revenues of \$750K due to the casino being closed a portion of the year by the Governor due to COVID-19.

This year, I am only recommending \$321K in Cell Phone funds expenditures. This represents our obligations for debt service for the new parking garage and its ongoing operation and maintenance. I have not included any expenses in the Cell Phone program for major purchases of replacement equipment, purchase of rolling stock or the purchase of other minor capital. Normally, there would be some funding spent on rolling stock for the parks and recreation department and the public works department from this funding source. This reduced expense program will allow the Cell Phone fund balance to grow slightly to \$496K by the close of FY21, which will provide the City Council with a small source of discretionary funding through the year, if needed.

CELL PHONE INITIATIVES

Transfer to Public Parking Fund	\$253,852	Mosaic Contribution Installment
	67,000	Mosaic Maintenance/Repair Costs
Transfer to Water Protection Fund	<u>220,000</u>	Sewer Rate 0% Increase Adjustment
	\$ 540,852	

In past years, Gaming revenues were fairly steady, with only a 10% decline over the past five years from \$1.1 million to around \$900K in annual revenue. The City Council has conservatively limited its use of Gaming revenues to one-time capital needs, recognizing that the fund source could easily shrink or be lost altogether, as we experienced in 2011 and in 2019 due to a Missouri River flood, which caused FY20 revenues to drop to \$850K. Then in the spring of 2020 the Governor closed all 13 casinos in the state as a measure to help control the spread of the COVID-19 virus. FY20's revenues were already down to \$850K and revenues for FY21 are now projected to be down to \$750K. While the original intention for this fund

CITY MANAGER'S BUDGET TRANSMITTAL

was for one-time capital needs, I will note that the City has increasingly relied on this source for several recurring contractual agreements with outside agencies. So to meet the lower revenue projections for FY21, many of these outside agencies are recommended for a reduction in funding. A future concern is that revenue in the General fund is not keeping up with expenses and future Gaming fund budgets will need to start supporting capital needs for the city, leaving less money available for outside agencies and programs.

GAMING INITIATIVES

Proposed Gaming Funded Initiatives

<p>Contributions/Contracts - Recurring \$ 16,650 15,000 24,000</p> <p style="text-align: right;">33,000 169,000</p> <p>Chamber/Econ Dev 9,900 19,000 20,000 7,300 10,000 500 <u>235,700</u></p> <p style="text-align: right;">95,000 50,000</p> <p style="text-align: right;">95,000 40,000 <u>135,000</u></p> <p>Historic/Landmark 20,000 8,000</p> <p>Contributions/Contracts - Once or Limited</p> <p>TRANSFER TO GENERAL FUND Nature Center: 40,000 Nondepartmental: 3,000</p> <p>TRANSFER TO AVIATION FUND Airport Operations: 70,000</p> <p>TRANSFER TO PARKING FUND Parking Operations: 6,500</p> <p style="text-align: right;">TOTAL PROPOSED <u>\$751,850</u></p>	<p>Festival Funding City 4th of July fireworks display Allied Arts Council/MO Bicentennial</p> <p>Public Education Spots & Cablevision Contract (Pub Info) Chamber Economic Development Contract</p> <p>State Legislative Lobbyist (Mark Rhoads) Community Alliance Membership MO-KAN Foundation Recovery Innovation Stockyards Great Northwest Day at the Capital, City's sponsorship</p> <p>Legal Services - Outside Specialized Counsel (Legal) Finance Procedure Audit</p> <p>Save Our Heritage Neighborhood Grants MWSU Center for Service</p> <p>Property Mnt clean-up, abatement, dangerous bldg issues Neighborhood Grant for Neighborhood Assoc.</p> <p>Special Programming Contribution toward in-kind services supplied to spcl events</p> <p>Operating Subsidy in support of Air Guard presence</p> <p>Reimbursement for lost revenue/waived fees at Civic Center</p>
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CITY MANAGER'S BUDGET TRANSMITTAL

Fiscal Year 21 Opportunities and Challenges

FY21 will bring the start of the new Splash Park in Hyde Park. This exciting new project will bring a water feature back to Hyde Park. This activity is free to the public and will be able to open earlier in the spring and close later in the fall than a conventional swimming pool can, weather permitting. This should be a wonderful attraction by itself and will be a great addition to Hyde Park baseball complex.

FY21 should also be remembered as a year of very low increases in wastewater utility rates at only 3%, following two previous years of no increases. Future outlooks call for increases to remain in the low single digits.

In FY21, the second phase of the Riverfront Development Plan will be underway with the design and construction of a walking and riding trail along the bluffs north of Wyeth Park. Work will include a pedestrian bridge over Highland Avenue to connect Wyeth Park to the river bluff to the north.

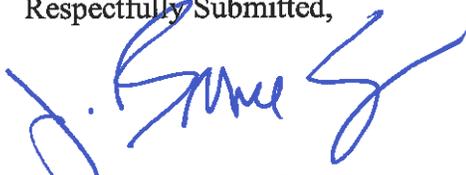
An important challenge for FY21 will be keeping General fund expenses in line with the decline in sales tax revenue due to business closings during COVID-19 response. Many actions were taken in the FY21 budget to allow the City Council to hold back expenses or enable to them to add back expenses by filling frozen positions

All 20 police positions from the Public Safety Tax have been authorized for two years now. Normal attrition from retirements and employee turnover can be a seasonal challenge to keep the department fully staffed, but the 20 new officers have helped the department's performance and crime statistics reflect that increased investment. The challenge going forward is that starting in FY21, the Public Safety Tax fund will be fully dedicated to only salaries and benefits, with no additional room for capital equipment purchases. In fact, some of the expenses for salaries and benefits have rolled back over into the General fund as additional expense, putting further pressure on that fund to compensate by reducing other expenses or finding new or expanded revenue sources. At this point I would again mention the need for a state-wide solution to the internet sales tax problem which has reduced sales tax revenue to municipalities and counties as more and more retail sales migrate to online shopping instead of traditional brick and mortar stores.

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 two weeks of April.

The FY21 budget is the ninth and final budget that I've presented to the City Council during my tenor as City Manager of St. Joseph. It has been my honor to serve each of the three City Councils that I have worked for, and my pleasure to have worked with such a great and dedicated group of department directors and staff.

Respectfully Submitted,



J. Bruce Woody, P.E., MPA
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.

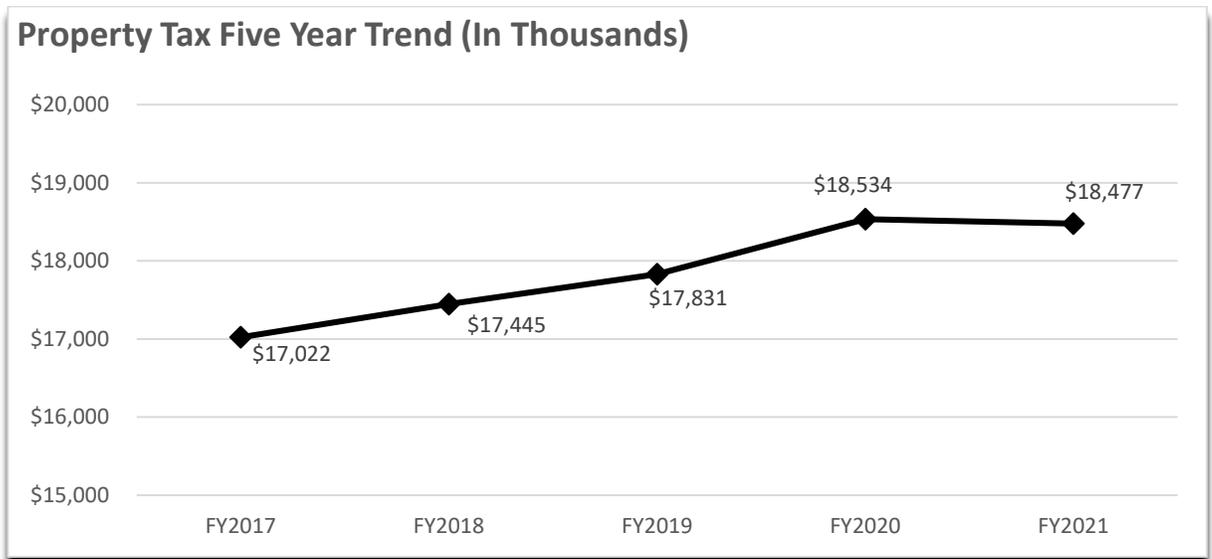
Revenue Sources

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

REVENUE DISCUSSION

Revenue Assumptions - Annual growth in property tax valuations for the past five years had fluctuated between 1.3% up to 1.9%. The FY2020 tax assessed valuations (tax year 2019) decreased by 0.8241%.

Budgeting for FY2021 reassessment year is limited by the Hancock Amendment. It restricts property tax growth to the lower of 5% or the Consumer Price Index ceiling. The CPI for FY20 was 1.9%, but the City is at the maximum authorized rate ceiling on all tax levies except for the Health portion, so minimal growth is expected. New construction valuations and prior year tax collections are not restricted by the Hancock Amendment.



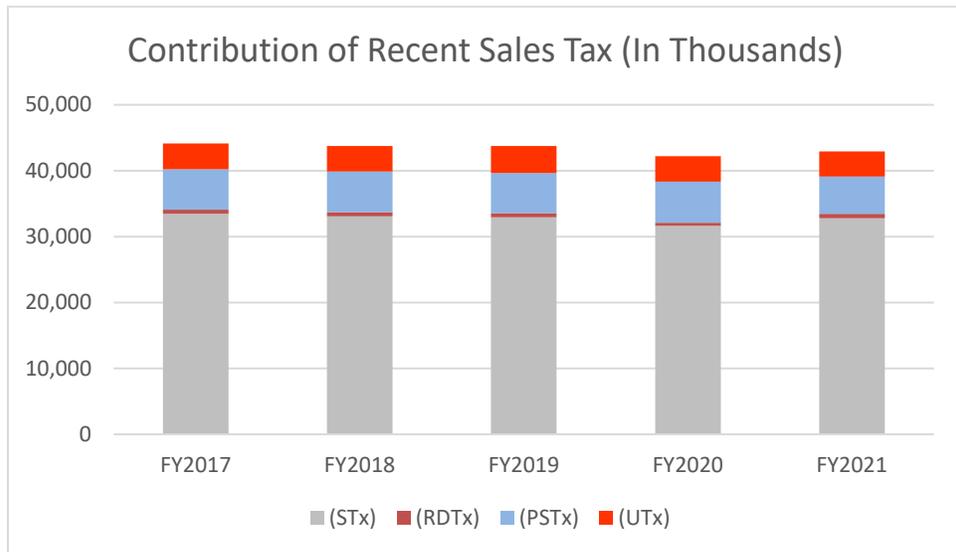
- **Sales Tax** – Sales taxes represent 28% of the City’s total revenue. Sales taxes include the local 1.5% sales tax (General Fund), 1/2% CIP sales tax (Capital Projects Fund), 1/2% Public Safety Tax (Public Safety Fund), 3/8% Mass Transit sales tax (Transit Fund), 5% cigarette tax (General Fund), 3% hotel/motel tax (General Fund), 3% hotel/motel economic development tax (General Fund) and state fuel tax distributions (Streets Maintenance Fund). Effective July 1, 2015, the City added the ability to collect the Use Tax (equal to the City’s current sales tax rate at any given time) on goods and materials bought outside of the state specifically designated for Street Maintenance & Enhancement.

Revenue Assumptions – Historically existing sales tax revenues have fluctuated from slightly lower in FY2019 to growth of 1.4% in FY2017. FY2020 revenues to date are four percent (4%) above FY2019 actual, but with the uncertainty surrounding the COVID-19 disaster declaration, many businesses deemed as non-essential have been forced to temporarily close. Others remain open with limited services available to customers. This uncertainty has forced staff to reduce projected revenues by \$2.4M, theoretically eliminating any FY2020 projected gain.

The five-year trend for sale tax revenues are shown in the chart below. The FY2021 budget is also placed at this same level due to the extension of the disaster declaration as lost revenue may extend into the next fiscal year.

Use tax revenues are designated for Street improvement purposes only and not general purposes, therefore listed separately.

REVENUE DISCUSSION



	FY2017	FY2018	FY2019	FY2020	FY2021
Existing Sales Taxes	33,479	33,075	32,950	31,614	32,805
Riverfront Dvlpmnt Tax	591	614	613	500	650
Public Safety Tax	6,148	6,191	6,096	6,237	5,675
Use Tax-Enhanced Streets	3,905	3,889	4,111	3,838	3,779
Total Sales Taxes	44,123	43,769	43,770	42,189	42,909

Hotel/Motel tax revenue has been consistent over the past ten years, with exceptions due to flooding, economy, etc. This revenue source tends to follow the attractions within the St. Joseph and the Kansas City areas. Solar Eclipse traffic resulted in a slight increase in fiscal year 2018. The Chief's Camp if held in FY2021 should also generate additional tax revenue. New hotel construction has offset the closing of the Downtown Holiday Inn, Ramada Inn and Super 8 Motel over the past few fiscal years. FY2021 projections are expected to remain steady.

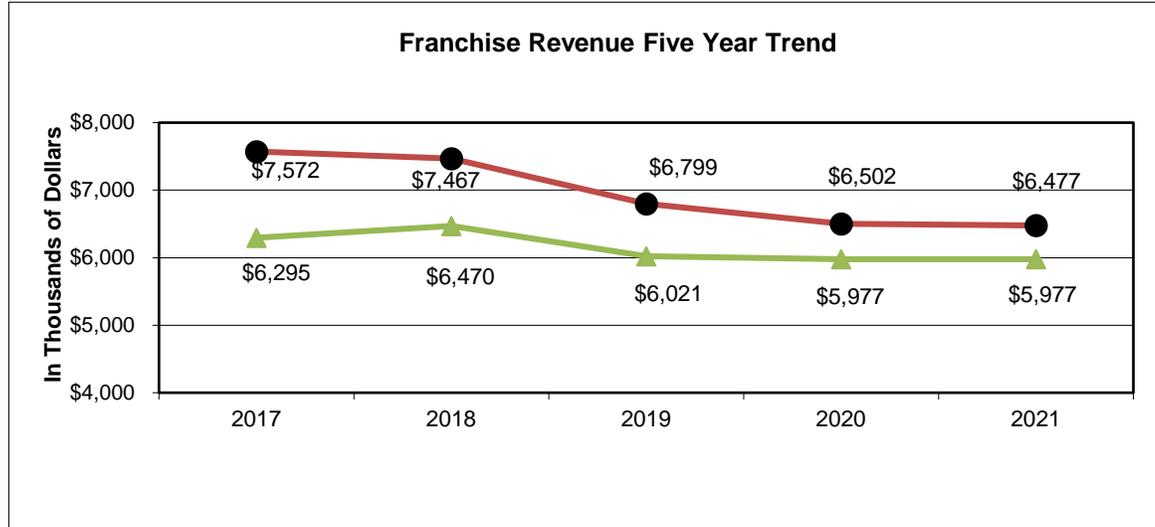
Current year motor fuel tax revenues remain unsteady with the drastic drop in gas prices, along with the COVID-19 disaster declaration. Projections for FY2021 are consistent with FY2019 actual and FY2020 projected revenues.

- Utility Taxes** – Utility taxes (franchise fees) represent 3.7% of total City revenue and are assessed to private utility companies on gross receipts collected from customers and then forwarded to the City on a monthly or quarterly basis. The electric franchise fee is determined based on a declining block scale ranging from 6.5% to .5% depending on usage. Other franchise fees are fixed as percentage of gross receipts as follows: steam - 1/2%, telephone - 7%, cable - 5%, water - 6.5%, and gas - 6.5%. An additional franchise license fee of 1% is assessed on water, gas, and electric receipts and is dedicated to mass transit operations.

Revenue Assumptions - Annual growth in Franchise Fees are very difficult to project using historical revenue patterns. Therefore, a multi-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.

REVENUE DISCUSSION

The downward trend that began in FY2019 was due to electric revenue adjustments to KCP&L gross receipts for the prior calendar year and going forward. An additional one-time adjustment in FY19 was due to the 2018 federal corporate tax decrease being passed on to electric consumers.



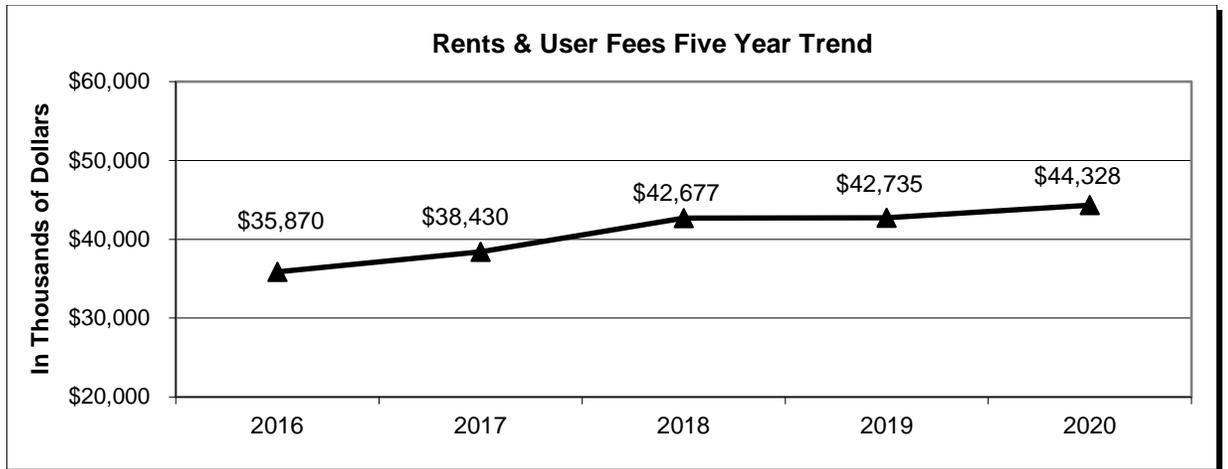
The chart above shows the impact of total utility taxes with cell phone revenues, the bottom line reflects the history of utility taxes without the cell phone. As you can see, revenue has been unstable the last three fiscal years. Revenues will remain unclear as the tolling agreements with many providers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

The FY2021 budgeted franchise revenues are estimated as follows: Gas franchise tax revenue remains flat. Electric franchise taxes are averaging slightly higher at a 0.9% increase over FY2019 actual, but lower than FY2020 budget. Telephone estimates, excluding cell phone revenues, were based on the current year projections with a slight decrease from the prior year. Cell phone revenue has taken a major dip since FY2018, estimated around \$500K. City staff are working with outside counsel to audit several telecom revenues to ensure exemptions are appropriate. Federal legislation has exempted some revenues from the gross receipt calculation. Cable revenues have been falling steadily with the increased competition from satellite providers and streaming services.

- **User Fees** - User fees represent 25% of total FY2021 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.

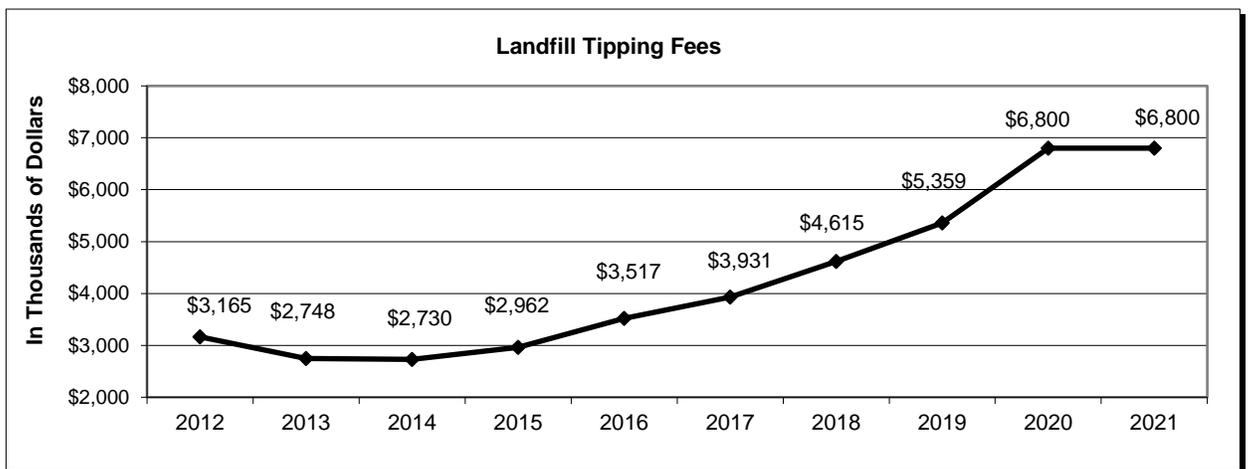
Revenue Assumptions – Ownership changes, floods and the economy have had an impact on gaming revenues over the past ten years. The casino is currently closed due to COVID-19. Although admissions revenue has declined over the past few fiscal years, gaming has held steady. Civic facility revenue for FY2020 also remains uncertain as facilities are currently closed due to the disaster declaration.

REVENUE DISCUSSION



Sewer fees are determined by an annual cost of service study prepared by outside consultants. FY2019 and FY2020 sewer rates were kept at the FY2018 levels, despite rate study indicators with at least a 2-4% increase, a sigh of relief for users. The FY2021 study is currently under review.

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



Based upon current trends, the FY2020 projected revenue reflects a 27.0% increase over FY2019 actual revenue. Revenue trends have increased by double digits since FY2016. This is despite the lowering of the tipping fees in July 2018. (Landfill revenue has historically been significant enough issue to display trends separately.)

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

REVENUE DISCUSSION

Federal Economic Development Administration (EDA) for qualified infrastructure improvements related to economic development initiatives.

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

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

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

Fine revenue remains low due to State legislation restricting maximum fines. Most of this is a result of the legislation enacted after the Ferguson, MO case. It appears that they may be reversing some of the maximum fines in the future, but projections remain skeptical.

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

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

- **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 its citizens.

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

Invest in People

Reduce crime

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

Reduce homelessness

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

Demonstrate support for workforce development

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

Create a Better Place

Promote and advance Riverfront Development

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

Promote Community Enhancements and Property Maintenance

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

Design and implement beautification of Parkway and Parks

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

Promote neighborhood associations, watches and clean-ups

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

Promote development of downtown and the Frederick Avenue entertainment district

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

Develop a five-year environmental plan

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

Grow Prosperity

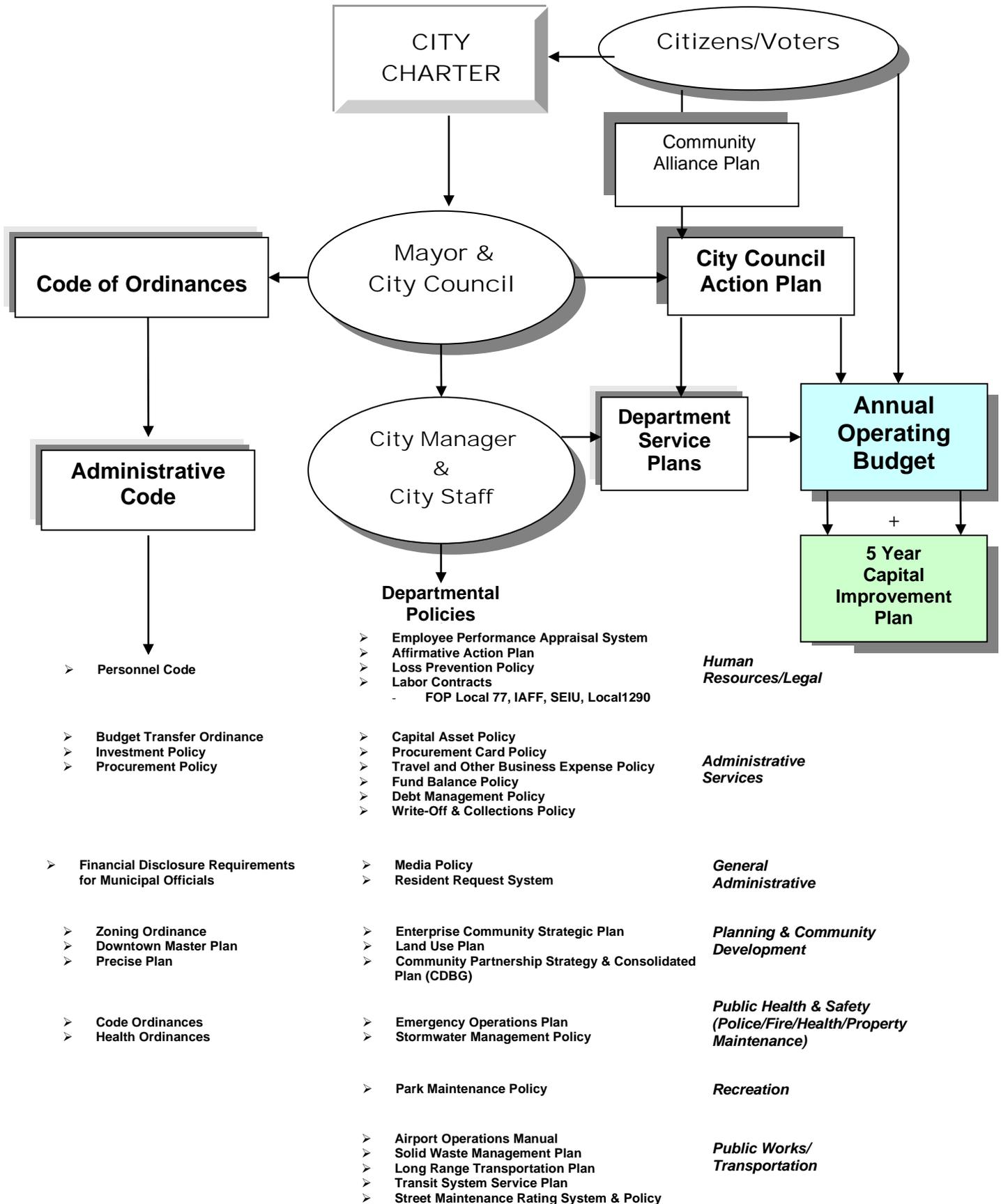
Attract better paying jobs through use of economic development tools

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

Endorse Imagine St. Joseph 2040 community planning process

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

HOW OUR POLICY DOCUMENTS RELATE



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 ensure 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.

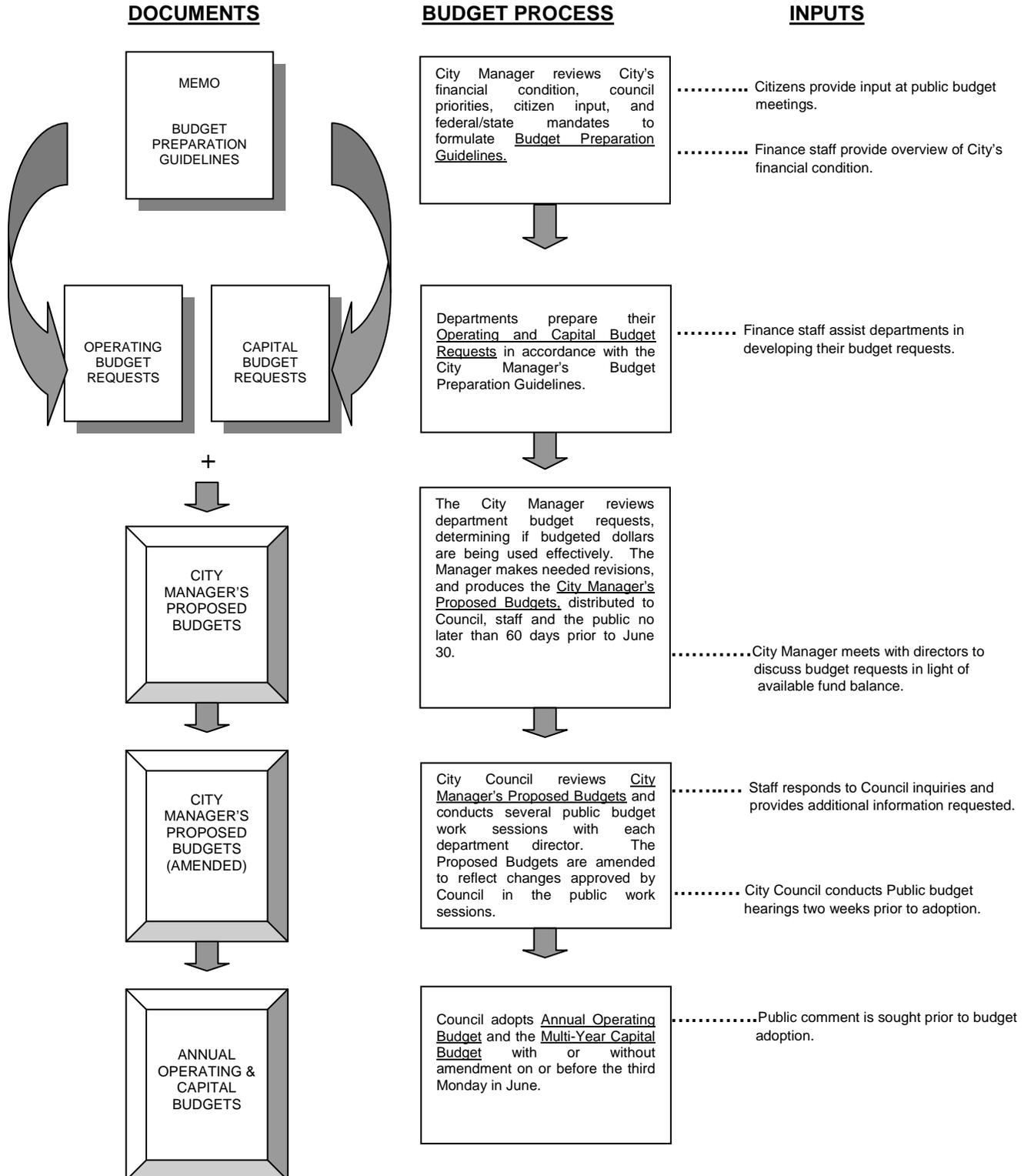
The actual components of debt management are discussed including the need for feasibility analyses and studies, debt service cash flow monitoring, covenant compliance, prepayment and defeasance of debt, and refunding of existing debt. Selection of related professional services – financial advisor, bond 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 2020-2021 (July-June)

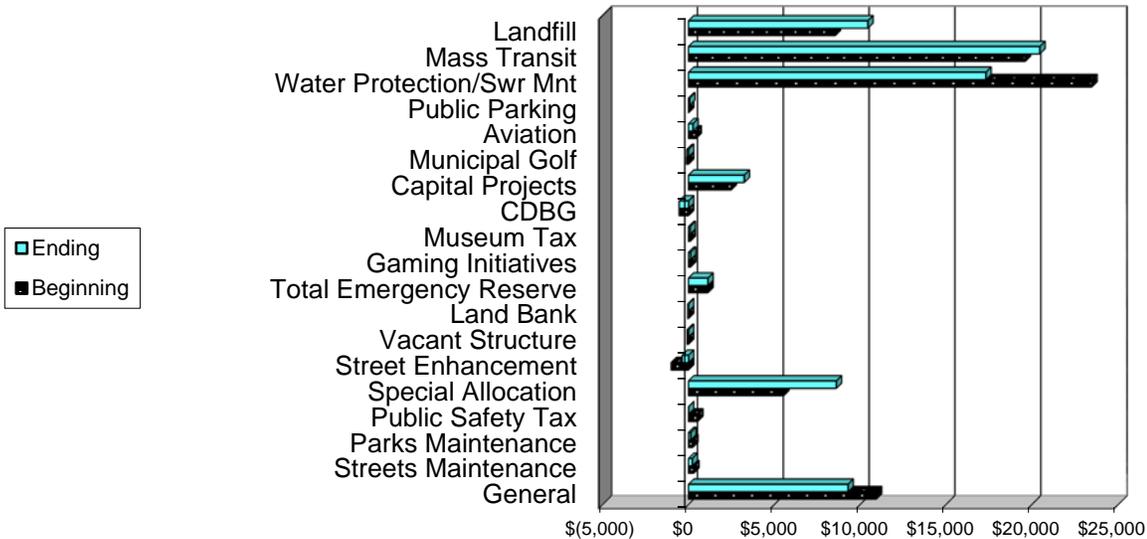
January	6	Staff begin working on initial projections
	14	Personnel listings to departments to check
	14	Prior year Core Services/CY activities/Challenges & Initiatives/Performance measures distributed for update
	30	Personnel Listing Returned to Administrative Services Department (ASD)
February	3	Department Core Services Sheets due to Administrative Services
	6	Base Budgets to Departments for review
	24	Base budget and any Supplemental Req (Operating, Capital, Personnel) due to ASD
	28	CIP Budget reviewed with Department directors and Administrative Services
	28	Revised Budgets back to Directors for CM Meeting Prep
	28	Final FY20 Fund Balance Reconciliations due from Accounting
March	2-6	Department Directors review supplementals, CIP, Personnel requests with City Manager
	6	Supplemental Requests Reviewed by City Manager and due to ASD
	10	"Preliminary" proposed budget to Manager & Directors w/ supplemental requests
	10	Third quarter sales tax revenues (minus TIF disbursements) should be available
	17	Final changes to budget due to Administrative Services
	20-30	Final Budget document preparation
	24-25	Washington Fly-In (Canceled)
	27	"Final" operating budget submitted to City Manager
	30	City Manager Budget Transmittal due to Administrative Services Department
	30	CIP Budget submitted to City Manager
April	3	City Manager's Proposed Budget to Council (min. 60 days prior to fiscal year start)
	13-15	Council - Budget Work Sessions (4 P.M., 4th Floor conference room)
	21-22	Council - Budget Work Sessions (4 P.M., 4th Floor conference room)
May	22	Publication of budget summary and of public hearing notice (10 days prior to Public Budget Hearing)
June	1	Public Hearing for Budget/CIP Plan/Sewer Rate - regular City Council meeting 7:00 p.m.
	15	Budget Adoption - regular City Council meeting 7:00 p.m.
July	1	FY 2020-2021 Budget goes into effect.

BUDGETED FUND BALANCE OVERVIEW

(in thousands of dollars)

Fund	Revenue	Expenditure	Net Revenue/ (Expenditure)	Estimated Beginning Fund Balance	Estimated Ending Fund Balance
				Unassigned	
<u>General Governmental</u>	\$ 53,381	\$ 54,337	\$ (957)	\$ 10,633	\$ 9,016
Cell Phone Revenue	508	541	(33)	309	277
<u>General Governmental</u>				Restricted or Assigned	
Computer Escrow Xp	147	524	(377)	19	137
Riverfront Econ Dvlp Tx	573	3,937	(3,364)	4,647	1,283
Street Enhancement	4,240	3,600	640	(1,011)	(371)
Vacant Structure	100	100	0	(71)	(71)
Land Bank	150	150	0	(40)	(40)
Total Emergency Reserve	0	0	0	1,125	1,125
27th Payroll Reserve	0	0	0	817	983
Total General Fund	\$ 59,099	\$ 63,189	(4,090)	\$ 16,428	12,339
<u>Special Revenue *</u>					
Public Safety	6,078	6,616	(538)	538	0
Street Maintenance	4,222	4,313	(91)	307	216
Parks Maintenance	1,101	1,226	(125)	247	123
Special Allocation (TIF)	11,199	8,136	3,063	5,545	8,608
Gaming Initiatives	750	752	(2)	115	113
Museum	580	580	0	93	93
Community Development	2,152	2,152	(0)	(545)	(545)
<u>Enterprise (inc. CIP Programs) *</u>					
Municipal Golf	774	761	13	(110)	(97)
Aviation	4,937	5,124	(187)	442	255
Public Parking	619	556	63	3	66
Water Protection	48,239	54,399	(6,160)	23,482	17,322
Mass Transit	9,392	8,552	839	19,621	20,460
Landfill	7,230	5,332	1,897	8,548	10,445
<u>Capital Projects Fund</u>	6,514	5,760	753	2,489	3,242
Total	\$ 162,886	\$ 167,450	(4,564)	\$ 77,203	\$ 72,640

Fund Balance Comparison
(in thousands of dollars)



Staffing by Service/Program

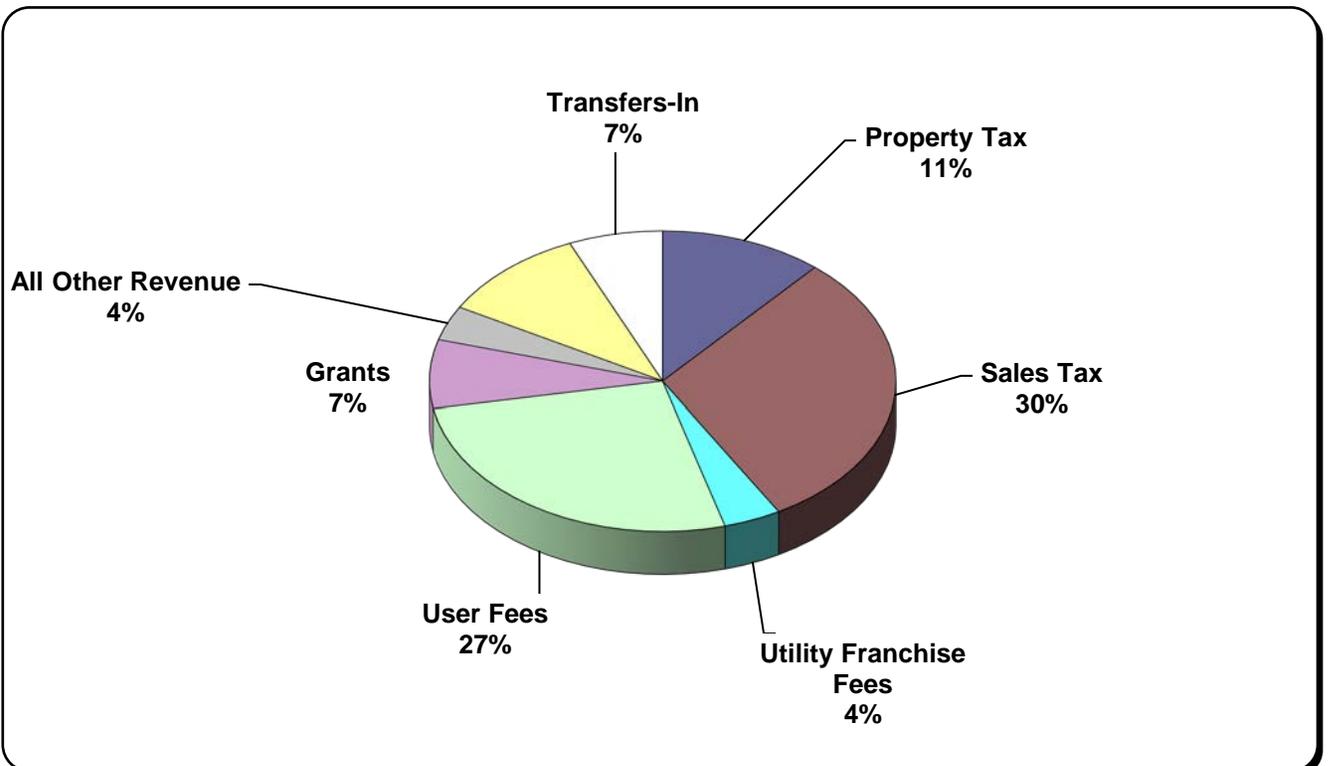
Includes Regular, Part Time Employees

	<u>FY2020</u> <u>Adopted</u>	<u>FY2021</u> <u>Budget</u>	<u>Change from</u> <u>Prior Yr</u> <u>Adopted</u>
General Government & Administrative Services			
Mayor's Office/City Clerk*	12.0	12.0	0.0
City Manager/Pulbic Info/Building Maint	7.0	6.5	(0.5)
Human Resources	5.0	5.0	0.0
Legal/Risk Management	8.0	8.0	0.0
Administrative Services (including Muni Court)**	31.0	31.5	0.5
	<u>63.0</u>	<u>63.0</u>	<u>(0.0)</u>
Planning & Community Development			
Planning & CD Admin	3.0	3.0	0.0
Planning	2.0	1.0	(1.0)
CDBG Admin & Housing/Revitalization	4.5	4.5	0.0
Property Maintenance/Demolition	10.5	12.5	2.0
Building Development	8.0	8.0	0.0
	<u>28.0</u>	<u>29.0</u>	<u>1.0</u>
Parks & Recreation			
Parks & Rec Administration	5.0	5.0	0.0
Parks Maintenance	23.0	23.0	0.0
Rec Activities & Cultural Facilities	31.0	31.0	0.0
Golf Operations	7.5	7.5	0.0
	<u>66.5</u>	<u>66.5</u>	<u>0.0</u>
Public Safety			
Police	187.0	187.0	0.0
Fire	131.0	131.0	0.0
Health	44.5	45.5	1.0
	<u>362.5</u>	<u>363.5</u>	<u>1.0</u>
Public Works			
Public Works Admin/MPO	5.0	5.0	0.0
Engineering	10.0	10.0	0.0
Street & Sewer Support Srvcs	17.0	17.0	0.0
Streets Maintenance	53.0	53.0	0.0
Aviation	6.0	6.0	0.0
Landfill/Recycling Ops	21.0	21.0	0.0
Water Protection/Sewer Mnt	88.0	88.0	0.0
Parking Operations	5.5	3.0	(2.5)
	<u>205.5</u>	<u>203.0</u>	<u>(2.5)</u>
Total Full Time Equivalents	<u><u>725.5</u></u>	<u><u>725.0</u></u>	<u><u>(0.5)</u></u>

WHERE THE MONEY COMES FROM

(in thousands of dollars)

	FY2019 Actual	FY2020		FY2021		% of change from FY2020 Adopted
		Adopted Budget	Estimated Actual	Budget	% of total	
Revenue						
Property Tax	\$ 17,831	\$ 17,827	\$ 18,534	\$ 18,477	11%	3.65%
Sales Tax	48,691	49,906	48,641	49,456	30%	(0.90)%
Utility Tax	6,799	7,409	6,503	6,477	4%	(12.58)%
User Fees & Gaming	42,777	43,131	44,350	42,982	26%	(0.34)%
Grants	7,705	21,694	29,900	12,006	7%	(44.66)%
	<u>123,803</u>	<u>139,966</u>	<u>147,927</u>	<u>129,398</u>	<u>79%</u>	<u>(7.55)%</u>
Other Revenue						
Licenses & Permits	1,707	1,595	1,889	1,746	1%	9.45 %
Fines	590	744	751	738	0%	(0.69)%
Interest	4,813	2,103	2,094	1,746	1%	(16.98)%
Bond Proceeds	37,218	15,926	17,751	16,786	10%	5.40 %
Other	4,951	1,950	2,570	1,848	1%	(5.23)%
	<u>49,279</u>	<u>22,317</u>	<u>25,054</u>	<u>22,863</u>	<u>14%</u>	<u>2.45 %</u>
Operating Revenue	173,082	162,284	172,981	152,261	93%	(6.18)%
Interfund Transfers-In	16,274	11,616	12,513	10,625	7%	(8.53)%
From (to) Fund Balance	-	11,436	-	-	0%	(100.00)%
Total Revenue	\$ 189,356	\$ 185,335	\$ 185,494	\$ 162,886	100%	(12.11)%

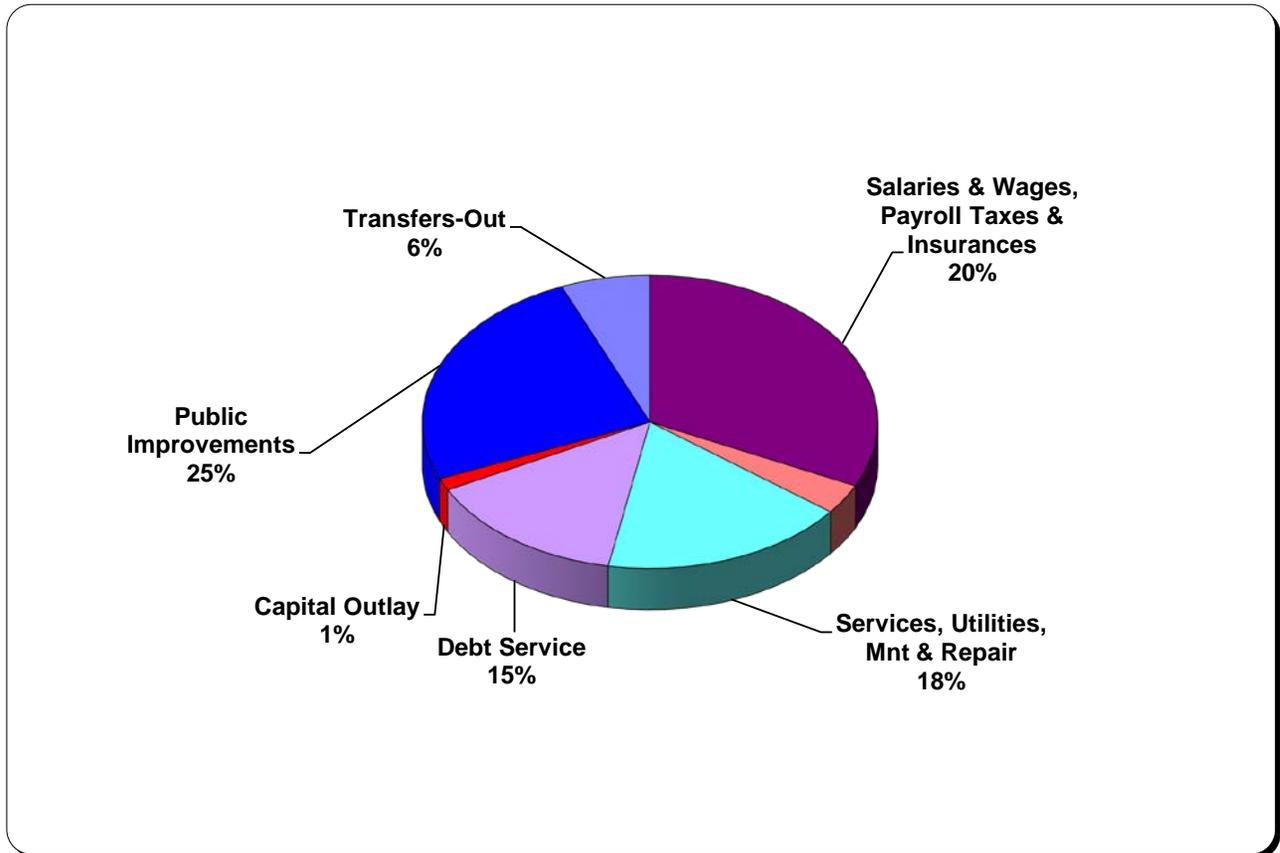


WHERE THE MONEY GOES

by Expenditure Type
(in thousands of dollars)

Expenditure	FY2019 Actual	FY2020		FY2021		% of change from FY2020 Adopted
		Adopted Budget	Estimated Actual	Budget	% of Total	
Salaries & Wages	\$ 34,769	\$ 34,913	\$ 35,065	\$ 34,245	20%	(2%)
Employee Benefits*	17,787	18,561	19,253	19,592	12%	6%
Materials & Supplies	5,189	5,769	5,991	5,520	3%	(4%)
Services & Utilities	28,497	29,386	30,374	29,276	17%	(0%)
Debt Service	51,878	23,125	23,392	24,149	14%	4%
Capital Outlay	3,166	9,650	9,788	2,222	1%	(77%)
Public Improvements	27,393	45,280	51,129	41,822	25%	(8%)
	168,678	166,683	174,992	156,825	94%	(6%)
Interfund Transfers-Out	13,763	11,616	12,517	10,625	6%	(9%)
Total Expenditures	\$182,440	\$178,299	\$187,509	\$167,450	100%	(6%)

*Payroll Taxes, Pension Costs, Health Insurance



WHERE THE MONEY GOES

Operational Summary

Department	FY2021 Budget	% of Operating Total	% of Total Budget
Public Works	\$ 42,253	40.4%	
Police	19,892	19.0%	
Fire	15,500	14.8%	
Parks & Recreation	7,523	7.2%	
Planning & Community Dvlpmnt	8,285	7.9%	
Administrative Services	3,829	3.7%	
Health	4,687	4.5%	
City Manager	839	0.8%	
Human Resources	482	0.5%	
Legal	782	0.7%	
City Clerk	192	0.2%	
City Council & Mayor	237	0.2%	
Total Major Operating Departments	\$104,501		62.4%

CIP Summary

		% of CIP Total	
Water Protection CIP	\$ 38,764	74.3%	
CIP Sales Tax	5,760	11.0%	
Transit CIP	1,333	2.6%	
Airport CIP	4,500	8.6%	
Museum Tax CIP	254	0.5%	
Museum Tax CIP	50	0.1%	
Landfill CIP	1,523	2.9%	
Golf CIP	9	0.0%	
Total Capital Projects	\$52,194		31.2%

Other Budgeted Programs

		% of Other Programs Total	
Special Allocation (TIF & EDC)	8,136	75.6%	
Non Department & Cell Phone	1,338	12.4%	
Gaming Financed Initiatives	752	7.0%	
Municipal Museums Tax	530	4.9%	
Total Other Programs	\$10,755		6.4%

Total Budget	\$ 167,450
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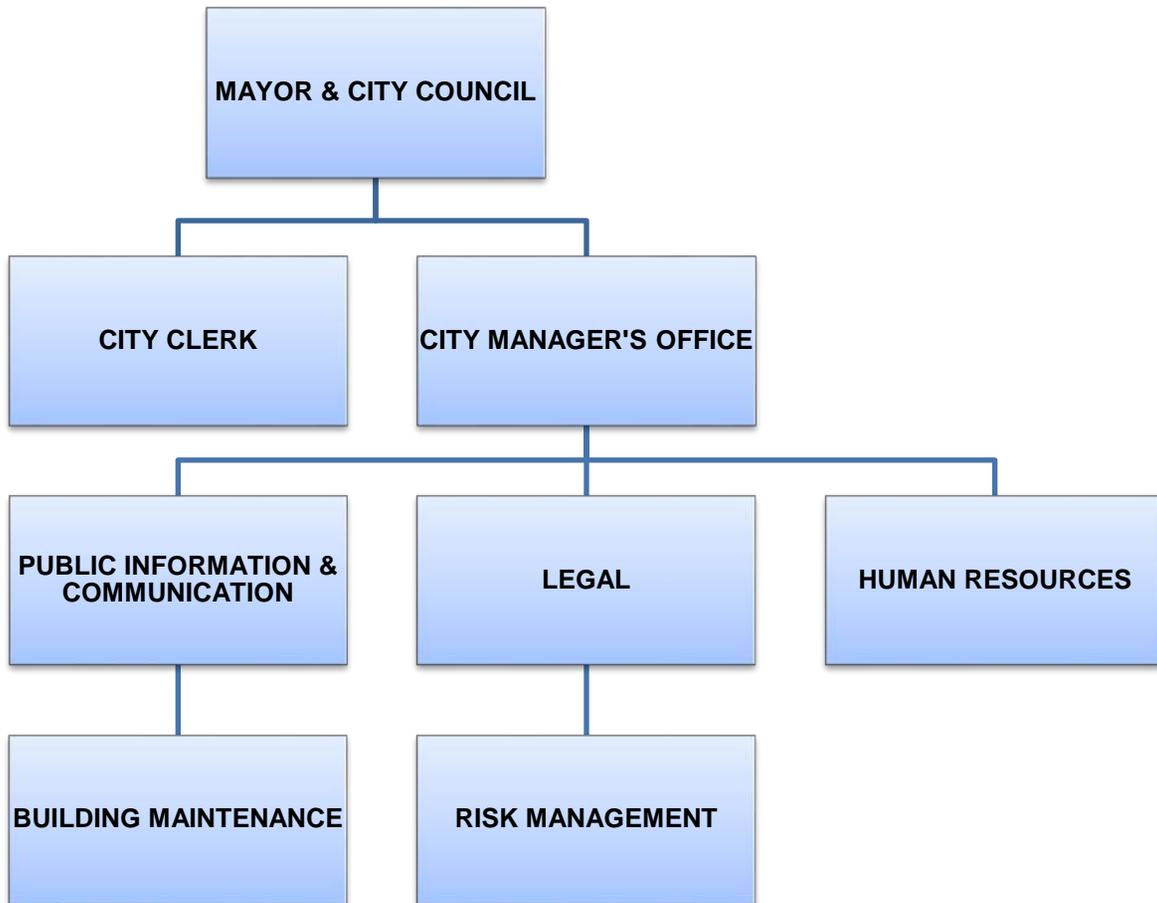


GENERAL GOVERNMENT DEPARTMENTS

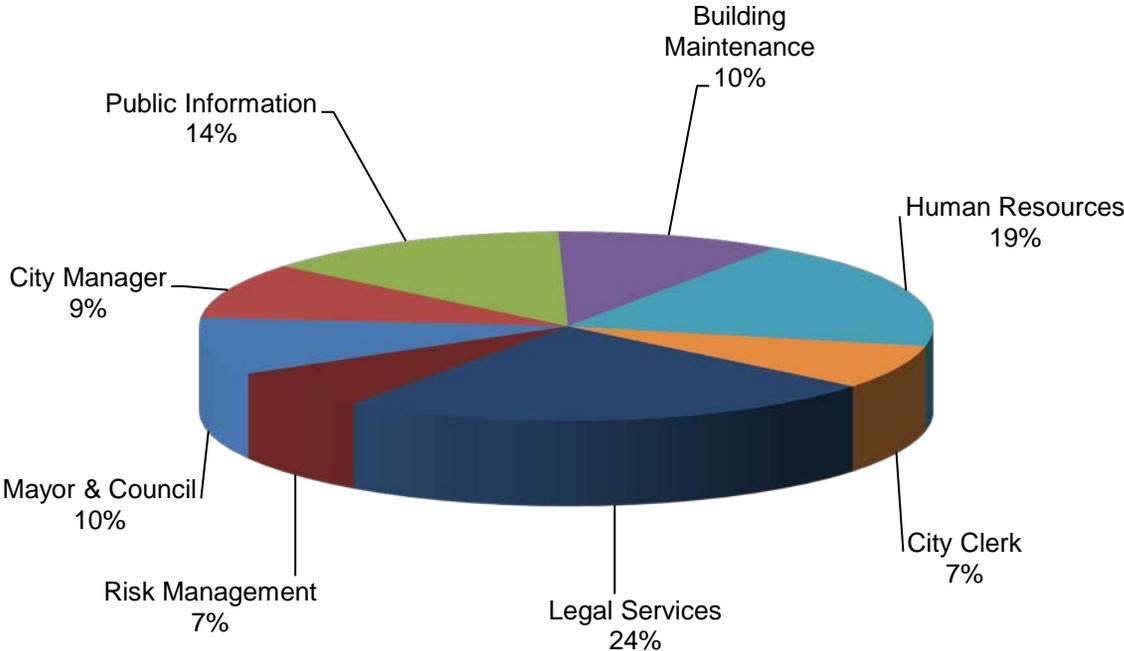
The General Governmental Departments provide the legislative and managerial services for city government.

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

TOTAL BUDGETED RESOURCES: \$ 2,545,242



GENERAL GOVERNMENT USES

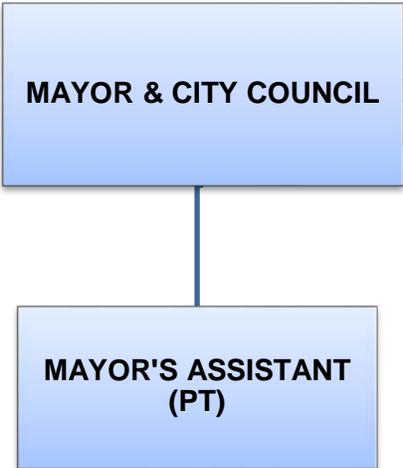


PROGRAM USES

GENERAL GOVERNMENT DEPARTMENTS SUMMARY

ACCOUNT TYPE	2018-19	2019-20		2020-21	
	Actual	Adopted	Estimated	Budget	
		Budget	Actual		
Salaries & Wages	1,127,428	1,367,011	1,353,211	1,365,967	
Payroll Expenses & Benefits	501,834	694,975	673,075	672,608	
Materials & Supplies	33,523	18,591	28,910	37,082	
Utilities & Other Contracted Services	362,946	461,357	433,809	404,908	
Other	36,831	0	0	0	
Transfers	0	0	52,045	52,045	
	2,062,562	2,541,933	2,541,049	2,532,609	
USES BY PROGRAM					
	DEPARTMENT				
Mayor & City Council	Mayor & Council	205,898	232,187	223,475	237,104
City Clerk	City Clerk	221,166	185,892	182,632	192,447
City Manager's Office	City Manager	290,893	258,828	289,261	241,139
Public Inform & Comm	City Manager	323,563	363,882	328,212	346,856
Building Maintenance	City Manager	265,307	270,848	320,306	251,188
Human Resources	H Resources	0	472,047	458,216	482,005
Legal Services	Legal	594,796	588,892	575,500	608,244
Risk Management	Legal	160,939	169,357	163,447	173,626
		2,062,562	2,541,933	2,541,049	2,532,609
STAFFING SUMMARY					
Mayor & City Council		9.5	9.5	9.5	9.5
City Clerk		2.5	2.5	2.5	2.5
City Manager's Office		2.0	2.0	2.0	2.0
Public Inform & Comm		3.0	3.0	3.0	3.0
Building Maintenance		2.5	2.0	1.5	1.5
Human Resources		5.0	5.0	5.0	5.0
Legal Services		7.0	6.0	6.0	6.0
Risk Management		2.0	2.0	2.0	2.0
		33.5	32.0	31.5	31.5

MAYOR AND CITY COUNCIL



Mayor & City Council

Mission

INVEST in PEOPLE, □CREATE A BETTER PLACE □and □GROW PROSPERITY. □

Core Services

- Adopt ordinances, resolutions, policies and regulations for the health, safety and welfare of the current and future inhabitants of the City of St. Joseph.
- Establish policies for the effective and efficient delivery of municipal services to the City.
- Establish goals, objectives and performance measures for the City Government and the City Manager.
- Create departments, divisions, bureaus, offices and citizen advisory committees necessary for the efficient and effective operation of the City.
- Exercise legislative oversight over the City Manager, professional staff, consultants, citizen advisory committees and all other employees, volunteers and officers appointed or retained by the City.
- Work with citizen advisory committees established by the City Council to formulate recommendations to the City Council on policies, projects and spending allocations.
- Participate in community strategic and long-range planning.
- Adopt master plans for water, wastewater, storm drainage, parks, municipal facilities to guide the City's future development of critical infrastructure
- Adopt the annual City budget and approve expenditures of City funds.

Current Year Activity/Achievements

- The City Council has held approximately 15 council work sessions, 15 public council meetings and 8 special meetings from July 1 -□ December 31, 2019. Conducted two City Talk meetings with the community during this time.
- Mayor's Children's Christmas Party at Bode Ice Arena in December 2019. Mayor's Christmas tree lighting at Krug Park and Hyde Park in November 2019. Supported the 2019 Downtown Christmas Lighting.
- Mayor's Prayer Breakfast in coordination with community volunteers in May 2019. Mayor's Thanksgiving Dinner in coordination with Second Harvest fundraiser in November 2019.
- Participated in at least three city parades. Participated in numerous ribbon cuttings.
- A continuing partnership with the 139th Airlift Wing and Rosecrans Memorial Airport, including maintaining the perimeter of the wildlife fence.
- A continuing partnership with community homeless shelters, addiction facilities, and food banks. At HUD's request, developed the Mayor's Blue Ribbon Advisory Homeless Committee.
- Developed several Mayor's Blue Ribbon Advisory Committees including: Audit Committee, Crime Committee, Sustainable Environment Advisory Committee (SEAC) and Homeless Committee.
- There are over 36 boards and commissions including the Downtown Review Board, Land Bank Board and Human Rights Commission.
- Approximately 36 proclamations prepared and personally presented from July 1 - December 31, 2019. Approximately 2 special recognitions prepared and presented from July 1 □ December 31, 2019. Numerous ordinances and resolutions presented and passed at the council meetings.
- Continuing partnership with the community developing a comprehensive plan to be known as Imagine St. Joseph 2040.

Budget Challenges/Planned Initiatives

- Continue economic development and improvement in partnership with Imagine St. Joseph 2040. Maintain adequate staffing levels to continue delivering and enhancing high quality efficient services and infrastructure.
- Continue enhancing community engagement and transparency. Continue ensuring boards and commissions are addressing important community issues and council goals and objectives.
- Maintain a healthy and balanced city budget. Attract, retain, and grow a diverse community workforce.
- Continue implementing high priority drainage projects. Analyze police and fire department staffing and training levels to keep pace with the city's growth, to proactively address community issues and to maintain a safe community.
- Continue working with community partners to understand regional labor needs and identify and promote workforce development and matchmaking programs to fill regional workforce gaps. Expand programs for job creation and employment growth opportunities.
- Continue identifying strategies to encourage investment in downtown and promote local business development. Continue working with community partners to promote diverse entertainment, shopping, and gathering spaces that are attractive to our diverse community.
- Continue promoting an inclusive, open-minded, and progressive community. Continue implementation of responses to property crime through dedicated investigative resources, improved technology, and proactive public communications..
- Continue to initiate and support programs to reduce gun violence and property crimes. Continue to develop enforcement strategies to reduce illegal narcotics, and work with social service organizations to address substance abuse/addiction.
- Continue to partner with residents, neighborhood groups and community organizations to improve police-community relations. Continue supporting community-wide efforts to establish a reentry program for offenders exiting the criminal justice system.
- Continue to collaborate with community and governmental partners to address issues related to poverty, mental health, and homelessness. Continue analyzing current planning and building code approval processes to help decision making be more predictable, more strategic, and timely. Continue researching programs to improve the quality of rental housing..

MAYOR & CITY COUNCIL

Program 8110

Program Description

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

Staffing Detail

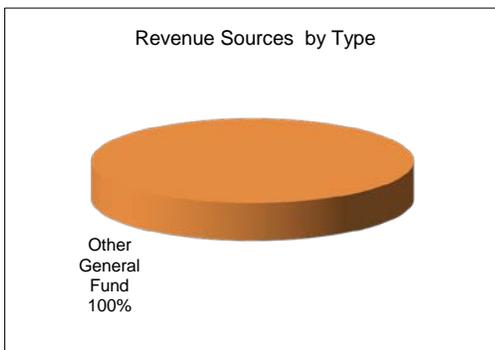
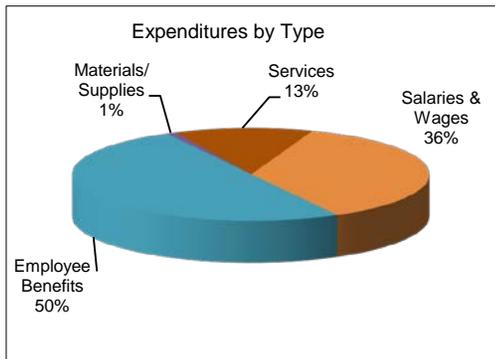
Mayor (Elected, Part Time)

Council Members (Elected, Part Time)

Mayor's Assistant (Part Time)

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
8	8	8	8
0.5	0.5	0.5	0.5
9.5	9.5	9.5	9.5

Operating Budget Summary



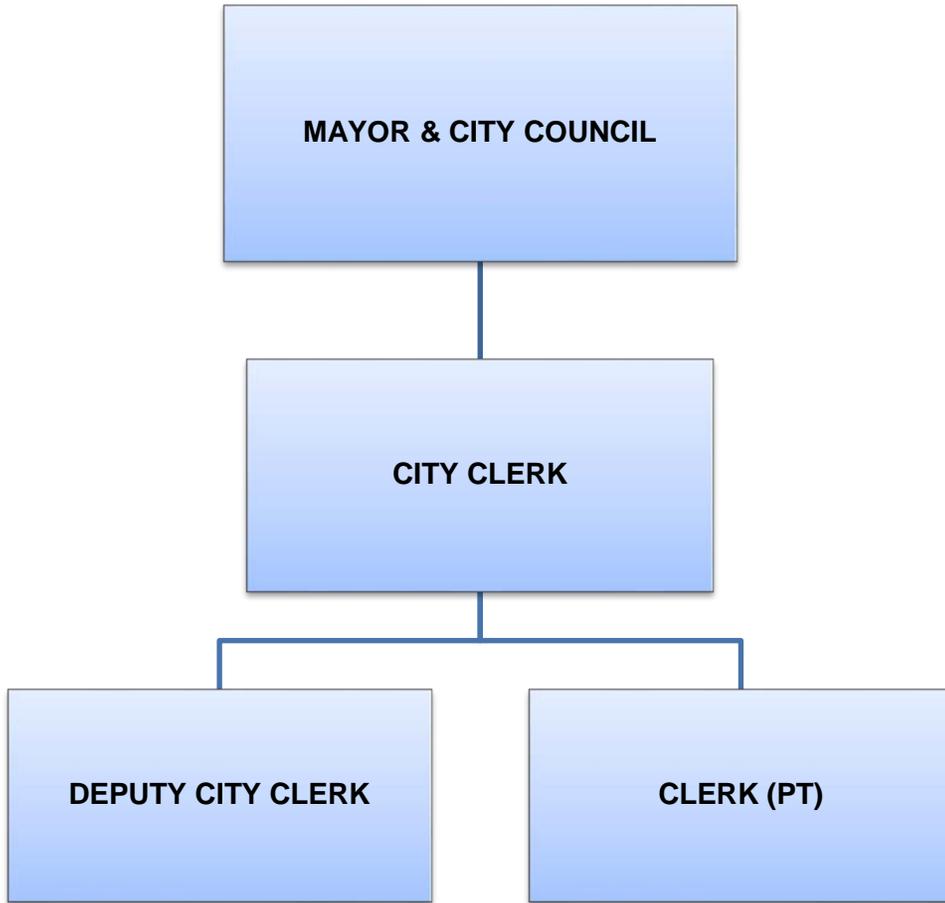
Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted	Estimated	Budget
Salaries & Wages	85,674	86,394	86,394	86,519
Employee Benefits	95,253	113,672	112,872	118,863
Materials/Supplies	2,081	2,000	1,600	2,000
Services	22,890	30,121	22,609	29,721
Total	205,898	232,187	223,475	237,104

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted	Estimated	Budget
Other Revenue	935	0	0	0
Other General Fund	204,963	232,187	223,475	237,104
Total	205,898	232,187	223,475	237,104

CITY CLERK



City Clerk

Mission

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

Core Services

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

Current Year Activity/Achievements

- Responses to customer and staff requests for information - 850
- Number of ordinances and resolutions processed - 201
- Number of Council meetings and work sessions minutes prepared - 69
- Supplements to the code processed and distributed - 4
- Bills of Sale processed - 87
- Number of board and commission members appointments/resignations processed - 74
- Sunshine Law requests processed - 128

CITY CLERK

Program 8210

Program Description

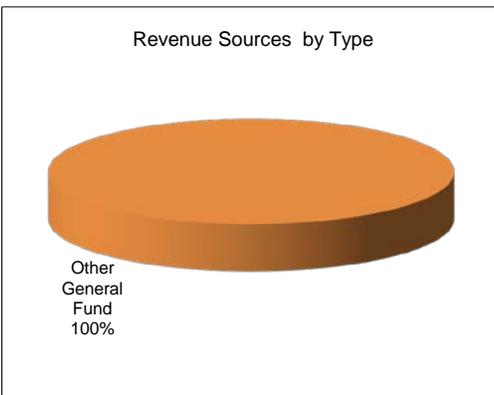
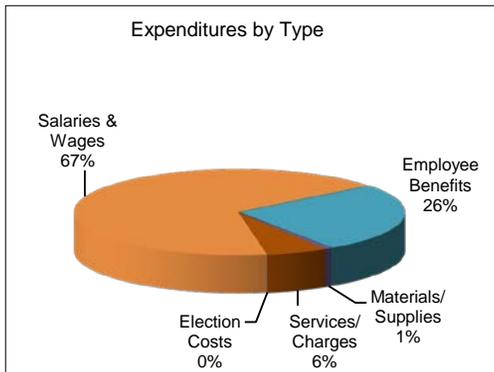
Secretary to the City Council and legal custodian of the City's official records. The Clerk provides City Council, other city departments and citizens with accurate and timely information regarding those records as well as posting all official meeting notices.

Staffing Detail

City Clerk
 Deputy City Clerk
 Clerk (Part Time)

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0.5	0.5	0.5	0.5
2.5	2.5	2.5	2.5

Operating Budget Summary



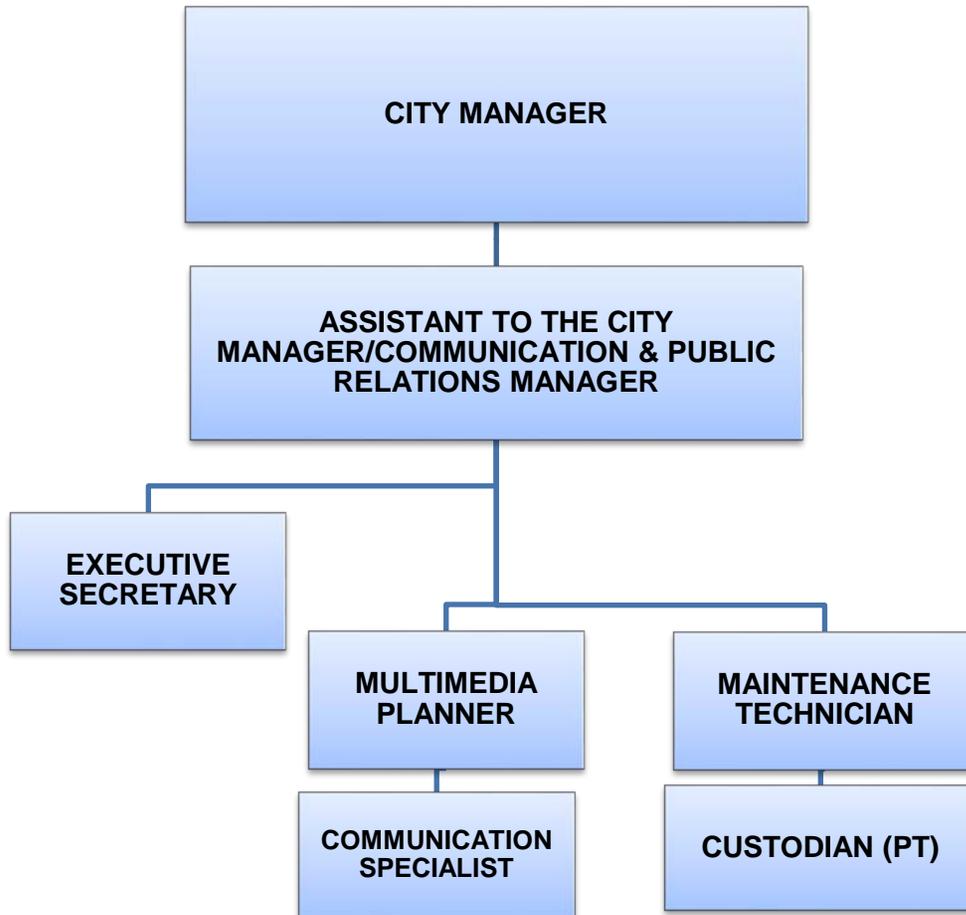
Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	125,699	124,110	124,110	129,189
Employee Benefits	46,346	49,052	48,552	50,468
Materials/Supplies	1,047	1,190	1,200	1,250
Services/Charges	11,243	11,540	8,770	11,540
Election Costs	36,831	0	0	0
Total	221,166	185,892	182,632	192,447

Revenue Sources:

Other General Fund	221,166	185,892	182,632	192,447
Total	221,166	185,892	182,632	192,447

CITY MANAGER'S OFFICE



City Manager's Office

Mission

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

Core Services

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

Current Year Activity/Achievements

- Bonds for Bridges informational campaign
- Oversaw the scheduling and implementation of the 2019 CIP 5-year timeline
- Continued development of the riverfront

Budget Challenges/Planned Initiatives

- Assist the City Council with executive recruitment of new city manager
- Continue efforts for Civic Arena/Event Center and related development downtown
- Continue efforts to incorporate Imagine 2040 and the Community Survey with the goals and mission of City Council
- Explore opportunities to streamline operations and tighten expenditures while maintaining an expected level of service to our residents
- Enhance existing programs to further efforts in addressing crime and community appearance
- Establish a program to better communicate with employees and foster an open dialogue of communications
- Continue efforts for development of the riverfront
- Balancing reduced sales tax revenue in the general and public safety tax funds with increased public safety expense

CITY MANAGER'S OFFICE

Program 8300

Program Description

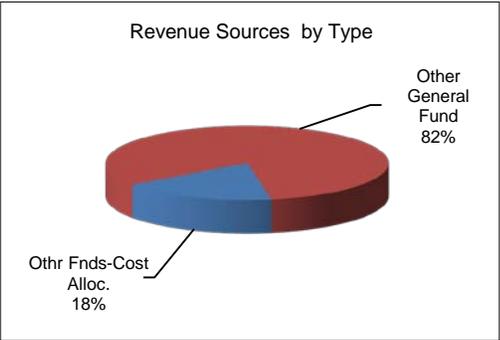
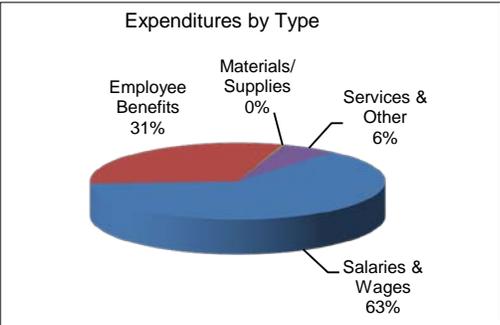
The City Manager is appointed by and serves at the discretion of the City Council and is the City's chief administrative officer. The City Manager implements the policies established by City Council and administers the day-to-day operations of the City through his actions and those of his directors.

Staffing Detail

City Manager
 Executive Administrative Assistant

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

	2018-19 Actual	2019-20		2020-21 Budget
		Adopted Budget	Estimated Actual	
Salaries & Wages	188,463	172,740	172,740	152,048
Employee Benefits	80,232	86,671	86,671	74,041
Materials/Supplies	473	-20,933	500	500
Services & Other	21,725	20,350	29,350	14,550

Total

290,893	258,828	289,261	241,139
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Revenue Sources:

	2018-19 Actual	2019-20		2020-21 Budget
		Adopted Budget	Estimated Actual	
Othr Fnds-Cost Alloc.	37,882	41,687	41,687	42,880
Other General Fund	253,011	217,141	247,574	198,259

Total

290,893	258,828	289,261	241,139
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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 and professional customer service.

Core Services

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

Current Year Activity/Achievements

- Created marketing campaign for the 2020 Census.
- Scripted and produced a 20-minute video for the mayor as a new format for delivering his annual State of the City address.
- Created an informational campaign for the Bond for Bridges and the Charter Amendments initiatives on the April 2020 ballot
- Continued promotion of the community's Imagine 2040 plan as established in City Council's goals and initiatives
- Supported efforts to further grow the community brand initiative Made With Uncommon Character
- Further expanded the utilization of social media as a method of communications
- Assisted the Human Rights Commission with branding and social media initiatives

Budget Challenges/Planned Initiatives

- Maintaining effective communications and developing original programming with limited staffing
- Growing a stronger presence and engagement on social media with limited staffing
- Create public information campaigns to raise awareness for city services and community priorities
- Support community efforts to commemorate the 2021 Missouri Bicentennial in St. Joseph

PUBLIC INFORMATION & COMMUNICATIONS

Program 8320

Program Description

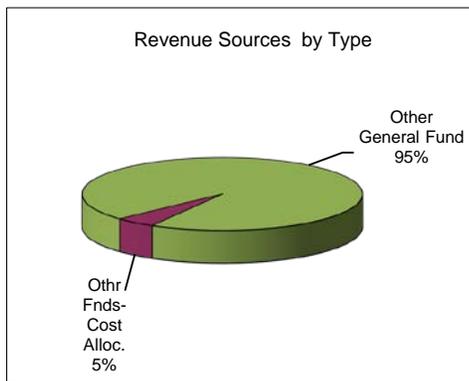
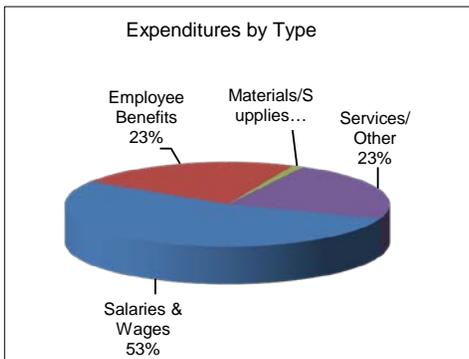
This division oversees communications with customers, both internal and external, manages the City's website, the City's government access channel and social media, and assists departments with the effective use of technology to communicate.

Staffing Detail

Assistant to City Manager/Communications Manager
 MultiMedia Planner
 Communications Specialist

2018-19	2019-20		2020-21
	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:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Salaries & Wages	175,535	184,296	184,296	185,414
Employee Benefits	71,222	77,786	76,786	78,298
Materials/Supplies	4,359	6,800	1,800	3,800
Services/Other	72,448	95,000	65,330	79,345

Total

Revenue Sources:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Other Revenue	1,975	0	0	0
Othr Fnds-Cost Alloc.	8,928	13,297	13,297	16,304
Other General Fund	312,660	350,585	314,915	330,552

Total

323,563	363,882	328,212	346,856
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Building Maintenance

Mission

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

Core Services

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

Current Year Activity/Achievements

- Annual inspections for boiler, air conditioning system and elevator system.
- Assisted with the removal of the old boiler and installation of the new boiler and provided support for the installation of the heating element of the building's HVAC system
- Updated landscaping on the northeast corner of the building to enhance the beautification of the area
- Enhanced the security of the building by having a remote access door system installed

Budget Challenges/Planned Initiatives

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

BUILDING MAINTENANCE

Program 8711

Program Description

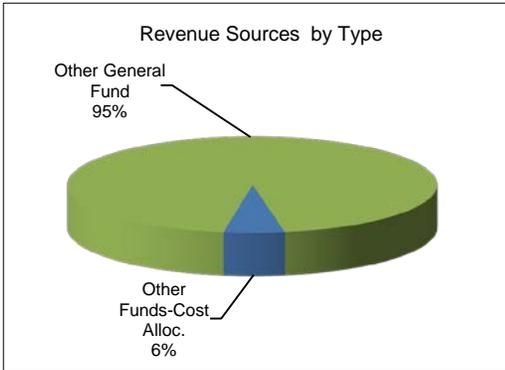
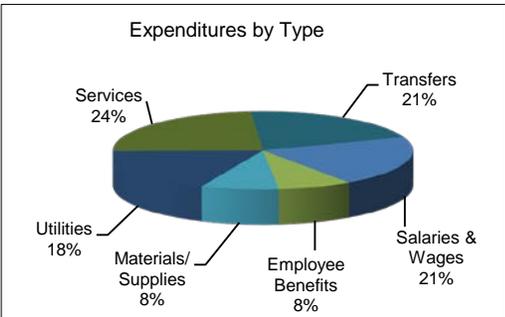
Maintenance staff provide a clean, safe, comfortable and aesthetically pleasing work environment at City Hall.

Staffing Detail

Maintenance Technician
 Custodian
 Custodian (Part Time)

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	0	0	0
0.5	0.5	0.5	0.5
2.5	1.5	1.5	1.5

Operating Budget Summary



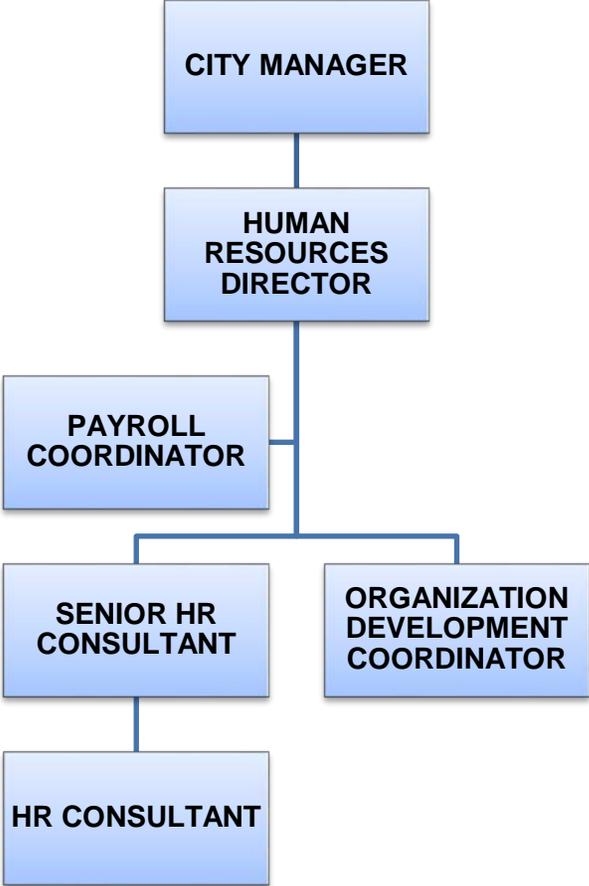
Expenditures:

	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Salaries & Wages	57,320	72,397	58,597	52,380
Employee Benefits	21,412	22,639	22,639	20,097
Materials/Supplies	20,034	21,015	16,115	21,015
Utilities	82,100	83,000	66,800	45,300
Services	84,441	71,797	104,111	60,352
Transfers	0	0	52,045	52,045
Total	265,307	270,848	320,306	251,188

Revenue Sources:

	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Other Funds-Cost Alloc	15,634	15,364	15,634	13,277
Other General Fund	249,673	255,484	304,672	237,911
Total	265,307	270,848	320,306	251,188

HUMAN RESOURCES



Human Resources

Mission

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

Core Services

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

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, effective 7/29/2019.
- Conducted police entry level written and physical agility tests and fire entry level written tests.
- Conducted police and fire promotional level testing.
- Coordinated health/benefit fair, flu shots and benefit carrier presentations throughout the year.
- Worked with CBIZ to renew health insurance with Blue Cross Blue Shield for coverage effective 7/1/19.
- Coordinated discrimination and harassment training.
- Completed JCPER, GASB 45, IRS Fed 941, Unemployment/Modes and MO Dept of Labor statistical reports.

Budget Challenges/Planned Initiatives

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

Performance Statistics

- ?? Entry level and promotional tests for police and fire.
- *3233 Applications reviewed and 764 Jobs posted.
- *Payroll issued approximately 1,076 W2s this year.
- *107 New full-time hires in-processed and set up
- *102 Other than full-time hires set up.
- *105 Personnel Action Forms handled.
- *44 Retirement Applications facilitated.
- *26 payrolls and 4 Fire Retiree Consultant payments processed.
- *126 FMLA applications processed.

HUMAN RESOURCES

Program 8620

Program Description

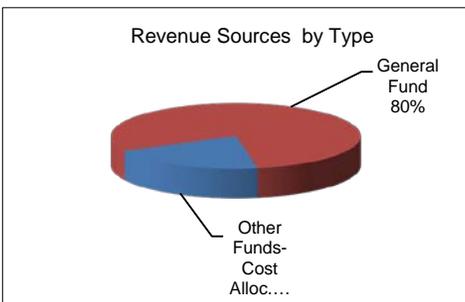
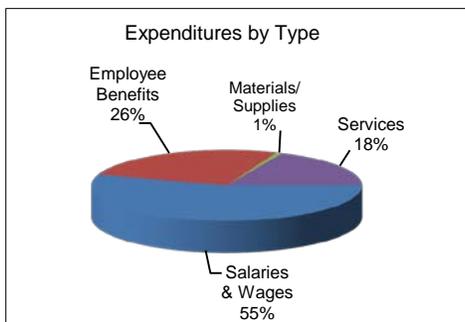
This division assists other City departments in hiring and maintaining qualified individuals through the basic staff services of employee recruitment, in-processing, evaluation, benefits administration, labor relations, examinations, position and pay administration, employee records maintenance, training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

Staffing Detail

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

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
0	0	0	0
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
5	5	5	5

Operating Budget Summary



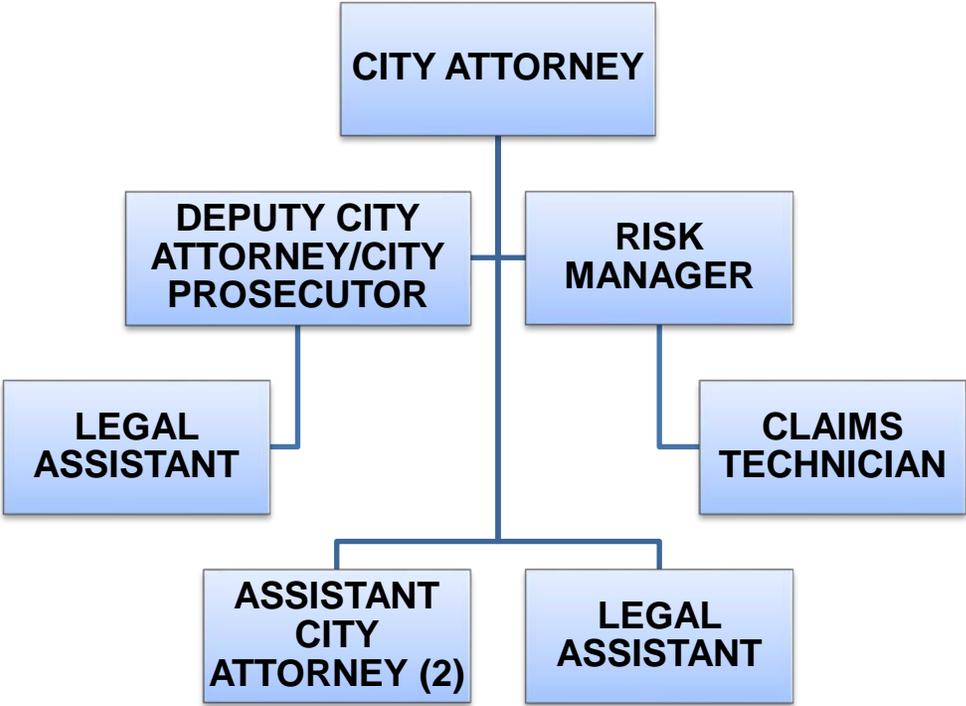
Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	246,449	255,521	255,521	264,989
Employee Benefits	99,229	129,875	117,175	125,436
Materials/Supplies	9,365	3,732	3,750	3,730
Services	81,992	82,919	81,770	87,850
Total	437,034	472,047	458,216	482,005

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenue	1,369	0	0	0
Other Funds-Cost Alloc	59,790	90,093	90,093	97,492
General Fund	377,244	381,954	368,123	384,513
Total	437,034	472,047	458,216	482,005

LEGAL SERVICES



Legal Services

Mission

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

Core Services

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

Current Year Activity/Achievements

- Successfully represented the City in litigation and administrative hearings.
- Provided legal guidance to decrease the risk of valid claims and litigation, resulting in minimal active litigation cases. Provided quarterly litigation reports to the City Council and Administration.
- Assisted with various Code of Ordinances' revisions and drafting of new provisions.
- Reviewed and updated numerous contracts for services, purchases, and real property transactions.
- Assisted in negotiations with representatives of labor unions.
- Prosecuted municipal ordinance violations in municipal court.
- Continued to reduce use of outside counsel for common activities.
- Monitored new legislation and other changes in the law and reported such changes to other City officials.
- Assisted in advocating for new legislation related to property maintenance.

Budget Challenges / Planned Initiatives

- Continuing need to significantly rewrite zoning and related codes.
- Rapidly evolving staffing needs related to attorney staff's involvement with other departments and evolving
- 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
- Manage risk to minimize the number of valid claims brought against the City.
- Monitor evolving state and federal legislation to ensure local compliance.
- Attended most board and commission meetings and assisted with follow-up tasks.
- Evaluated the legal ramifications of alternatives for enhancing property maintenance programs.

LEGAL SERVICES

Program 8390

Program Description

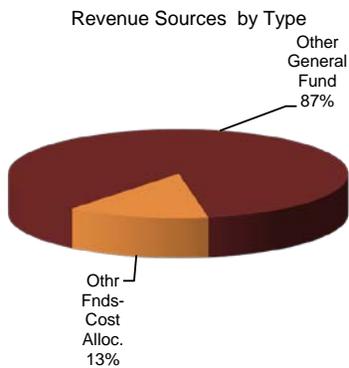
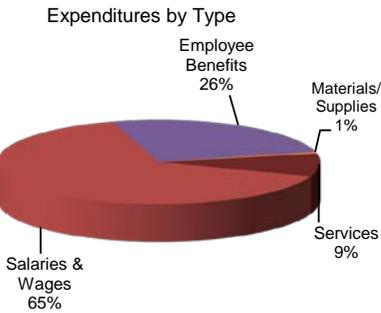
Legal staff conduct litigation involving the City, prepare and enforce City ordinances and resolutions, render legal opinions and advice, and draft City contracts, leases and other legal documents. The City Prosecutor represents the City when individuals are seen in Municipal Court for citations issued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

Staffing Detail

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

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2
2	2	2	2
1	0	0	0
7	6	6	6

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted	Estimated	Budget
Salaries & Wages	394,309	371,076	371,076	394,449
Employee Benefits	143,651	165,489	162,739	156,848
Materials/Supplies	3,746	3,312	3,070	3,312
Services	53,091	49,015	38,615	53,635
Total	594,796	588,892	575,500	608,244

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted	Estimated	Budget
Other Revenue	1,037	0	0	0
Transfers	35,809	0	0	0
Othr Fnds-Cost Alloc.	68,197	75,665	75,665	81,935
Other General Fund	489,753	513,227	499,835	526,309
Total	594,796	588,892	575,500	608,244

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 counsel.
- Manage the City's risk transfer methods related to contract services and special events.
- Administer the City's Drug/Alcohol Testing Program.
- Provide assistance to departments related to safety/loss control policies and initiatives through employee meetings, training programs and resources.

Current Year Activity/Achievements

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

Budget Challenges/Planned Initiatives

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

Performance Statistics

- Responded to 240 liability (including sewer) incidents. (CY19)
- Processed 71 subrogation incidents. (CY19)
- Processed 258 employee injuries. (CY19)

RISK MANAGEMENT

Program 8651

Program Description

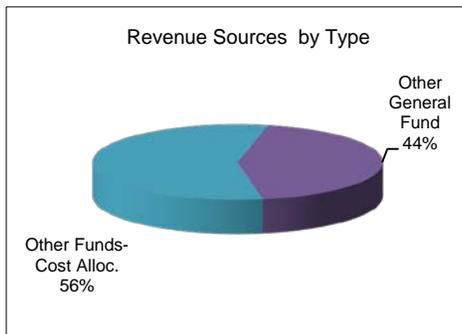
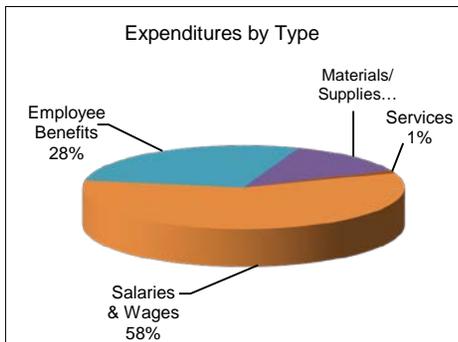
Staff works to reduce the City's exposure to insurance risk (loss) through aggressive management of the City's Property/Casualty Insurance Program, the Self-Insured Workers' Compensation Program, the City's Loss Control Program, and the Drug/Alcohol Testing Program.

Staffing Detail

Risk Manager
 Claims Technician

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted	Estimated	Budget
Salaries & Wages	100,429	100,476	100,476	100,978
Employee Benefits	43,720	49,791	45,641	48,558
Materials/Supplies	15,008	17,615	16,455	22,615
Services	1,783	1,475	875	1,475
Total	160,939	169,357	163,447	173,626

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted	Estimated	Budget
Transfers	20,617	0	0	0
Other Funds-Cost Alloc	60,403	73,568	73,568	97,492
Other General Fund	79,919	95,789	89,879	76,134
Total	160,939	169,357	163,447	173,626

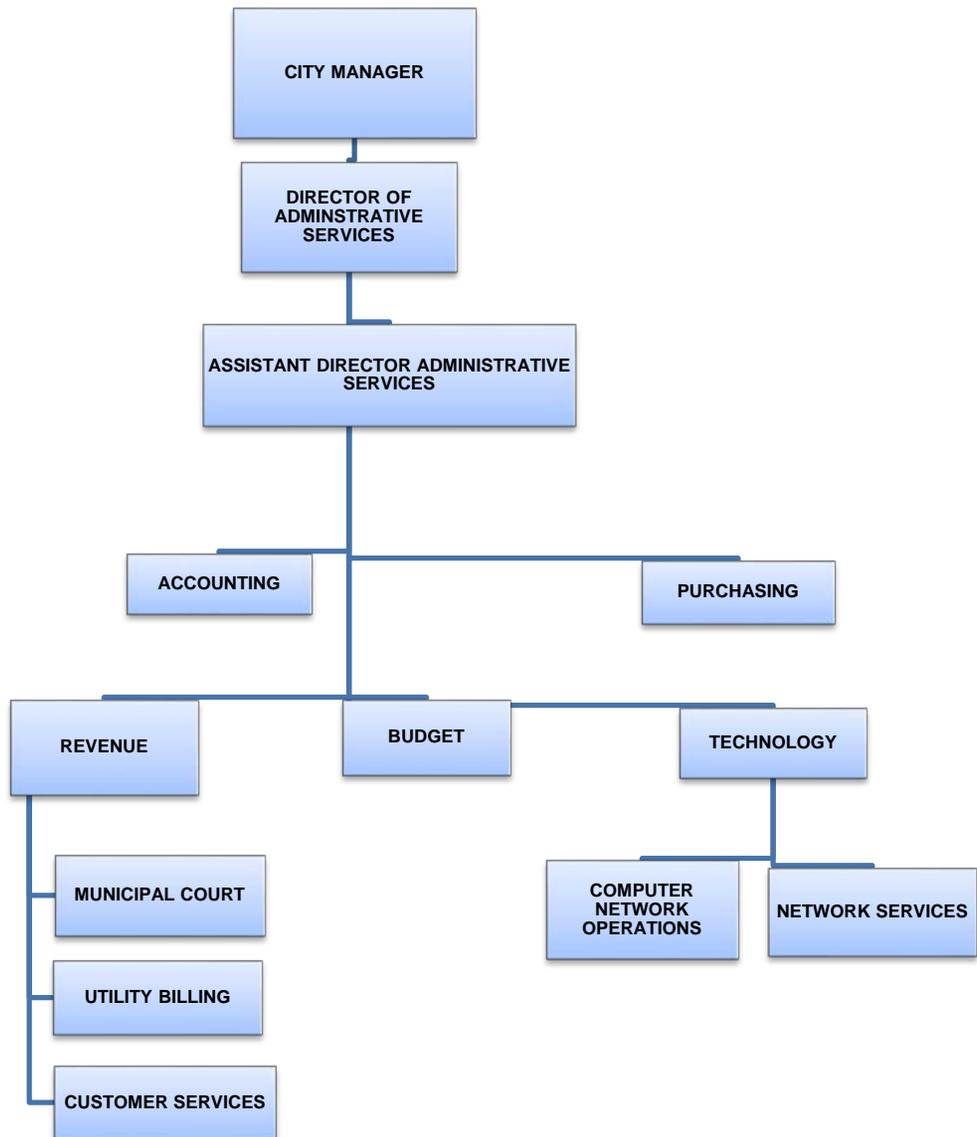


ADMINISTRATIVE SERVICES DEPARTMENT

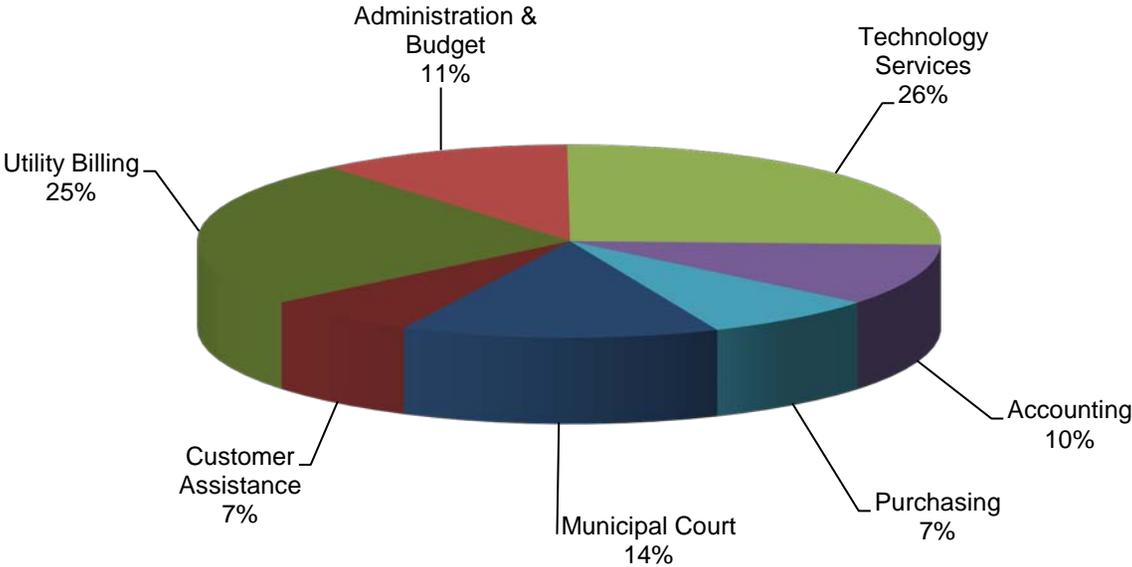
The Administrative Services Department provides staff support to other City services relating to personnel matters, financial services and analysis, technology support. The department also provides customer service in its Customer Assistance, Municipal Court and Utility Billing divisions.

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: \$ 3,828,904



ADMINISTRATIVE SERVICES USES



DEPARTMENT USES

ADMINISTRATIVE SERVICES DEPARTMENTS

ACCOUNT TYPE	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,549,860	1,510,994	1,510,994	1,457,124
Payroll Expenses & Benefits	643,519	708,497	677,047	647,126
Materials & Supplies	100,059	147,546	151,000	147,550
Utilities & Other Contracted Services	1,341,665	1,448,109	1,478,210	1,577,104
Capital Outlay	176,102	150,000	150,000	0
	3,811,206	3,965,146	3,967,250	3,828,904
USES BY PROGRAM				
Administration & Budget	500,913	498,498	481,610	420,830
Accounting	407,047	392,733	383,358	397,977
Purchasing	274,245	287,741	283,340	289,624
Customer Assistance	224,914	236,931	237,321	257,418
Utility Billing	828,208	924,957	961,689	951,130
Municipal Court Services	532,555	540,288	537,360	519,262
Designated Court Training	9,216	12,400	12,400	8,200
Network Services	587,114	431,699	427,574	460,752
GIS	24,083	31,800	28,100	0
Computer Network Operations	422,912	608,100	614,500	523,711
	3,811,206	3,965,146	3,967,250	3,828,904
STAFFING SUMMARY				
Administration & Budget **	5.0	5.0	5.0	5.0
Accounting **	4.0	3.0	3.0	4.0
Purchasing	4.0	4.0	4.0	4.0
Customer Assistance	3.0	3.0	3.0	3.0
Utility Billing	3.5	3.5	3.5	3.5
Municipal Court Services	7.5	7.5	7.5	7.0
Designated Court Training	0.0	0.0	0.0	0.0
Network Services	5.0	5.0	5.0	5.0
GIS	0.0	0.0	0.0	0.0
Computer Network Operations	0.0	0.0	0.0	0.0
	32.0	31.0	31.0	31.5

** Positions are on hold due to budget reductions

Administration & Budget

Mission

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

Core Services

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

Current Year Activity/Achievements

- Prepared annual indirect cost plan.
- Continued improving Annual Budget processes to streamline department submissions.
- Reviewed the city's Investment Policy, Purchasing, and Collection Policy.
- Accepted the duties of the CIP Coordinator when the position was eliminated due to budget cuts.
- Reporting of collections activity for Special Assessments, Administrative Penalties and Sewer Receivables including monthly listings provided to City's Collection Agency.
- Continued One Solution upgrades for workability for city employees.

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 - ONE solution.
- Continue auditing utility billing system by adding accounts to City's GIS to track those areas that appear unserved by City sewer system.
- Overcome staff shortage and provide professional assistance and information to our customers.
- Anticipate the Local Government Expenditure Database required by the State of Missouri.
- Develop and plan the financial impact of the city's new fiscal yearend from January to December
- Communicate federal grant requirements with departments to reduce findings.
- Streamline cash flow for the city to meet daily as well as future cash demands.
- Create procedures for the anticipated GO Bond issue.
- Strive to meet the Fund Balance Policy reserve guidelines.

ADMINISTRATION & BUDGET

Program 8310

Program Description

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

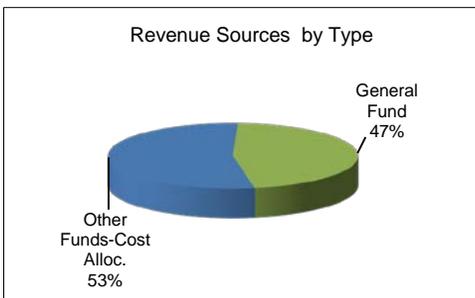
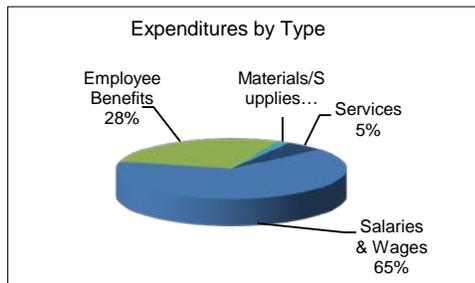
Staffing Detail

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

** This position is on hold due to budget reductions

2018-19 Actual	2019-20		2020-21 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:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Salaries & Wages	343,085	317,702	317,702	272,914
Employee Benefits	129,312	149,844	134,494	116,867
Materials/Supplies	6,205	7,653	6,500	7,650
Services	22,310	23,300	22,915	23,400
Total	500,913	498,498	481,610	420,830

Revenue Sources:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Recovery/Reimb	0	0	0	0
Other Funds-Cost Alloc	259,758	219,579	219,579	224,828
General Fund	241,155	278,919	262,031	196,002
Total	500,913	498,498	481,610	420,830

Customer Assistance

Mission

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

Core Services

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

Current Year Activities/Achievements

- Assist Utility Billing staff with customer service questions, payments, etc. to reduce the delinquency rate on sewer utility bills.
- Assist Building Development and Property Maintenance staff in billing of liens, administrative penalties and other miscellaneous billings.

Budget Challenges/Planned Initiatives

- Collection efforts continue for liens and administrative penalties with delinquent notices, and finally forwarding to City's contracted collection agency.
- Utility Billing collection efforts, which include termination of water services (after 30-day collection notice). The division utilizes the services of a regular part-time person 25-28 hours per week..
- Staff continued to see an influx of walk-in traffic, as well as customer inquiries by phone for payments, questions about using the website, etc.

CUSTOMER ASSISTANCE

Program 5420

Program Details

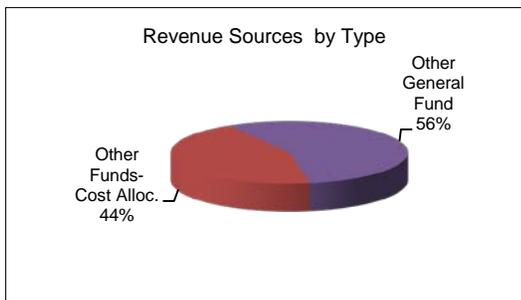
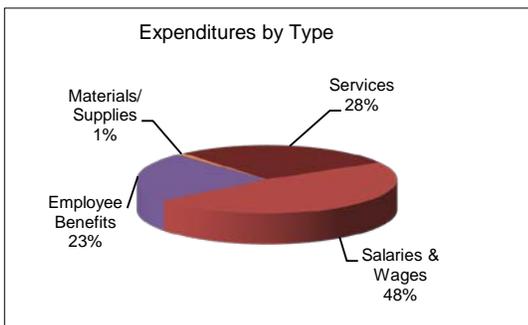
The Customer Assistance staff issues business licenses, liquor license, health permits. They provide cash receipting services and perform collections for special tax billings and sewer utility billings. Staff also issues garage sale permits, bus and parking passes while managing the city's sidewalk grant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

Staffing Detail

Customer Services Manager
 Customer Services Representative

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
2	2	2	2
3	3	3	3

Operating Budget Summary



Expenditures:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Salaries & Wages	121,995	122,545	122,545	123,158
Employee Benefits	54,763	61,531	58,531	60,612
Materials/Supplies	1,062	3,070	2,100	2,200
Services	47,095	49,785	54,145	71,448

Total

Revenue Sources:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Other Funds-Cost Alloc	108,627	120,117	120,117	114,319
Other General Fund	116,287	116,814	117,204	143,099

Total

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	121,995	122,545	122,545	123,158
Employee Benefits	54,763	61,531	58,531	60,612
Materials/Supplies	1,062	3,070	2,100	2,200
Services	47,095	49,785	54,145	71,448
Total	224,914	236,931	237,321	257,418
Revenue Sources:				
Other Funds-Cost Alloc	108,627	120,117	120,117	114,319
Other General Fund	116,287	116,814	117,204	143,099
Total	224,914	236,931	237,321	257,418

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 questions regarding sewer billings. Research possible account adjustments.
- 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.
- Audit of Missouri American weekly data files to GIS and current billed records to ensure all accounts are being billed.
- Provide back-up and assistance to the other divisions as necessary.

Current Year Activities/Achievements

- Collection policy review and amended if needed. Last amendment approved by Council February, 2018.
- Upgrade scheduled to Civic Pay for Sewer Utility payment website.
- Training staff to utilize exception reporting generated with each imported consumption data file and each billing batch.

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..
- 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 - FY19 - 26,180; FY18 - 26,260; FY17 - 26,284 (approximately 540 are Country Club)
- Average Number of monthly lockbox payments - FY19 - 6,983 ;FY 18 - 7,650; FY17 - 7,908
- Average Number of monthly web payments - FY19 - 5,456; FY18 - 6,575; FY17 - 4,424
- Average Number of monthly IVR payments (interactive voice response by phone) - FY19 - 2,734; FY18 - 447; FY17 - 1,635
- Average Number of monthly FirsTech payments (contracted vendor in grocery stores) - FY19 - 802; FY18 - 781; FY17 - 739
- Paperless Bills Billings processed per month - 753, saving approximately \$300.00 per month

UTILITY BILLING

Program 8560

Program Details

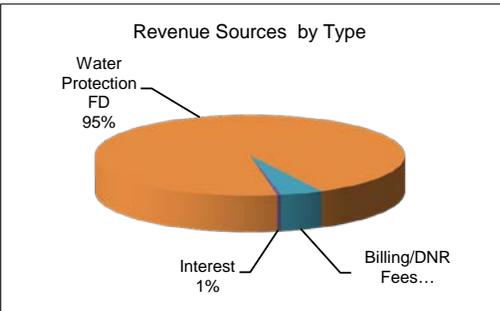
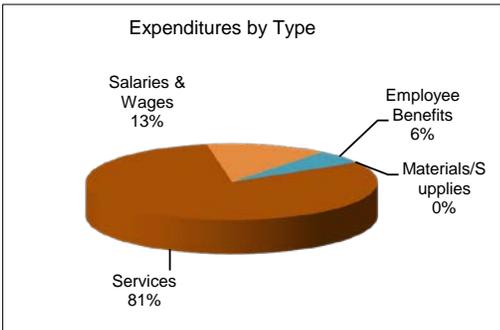
As of October 2012, the City took over billing its sewer customers from the water company. Utility Billing staff strive to provide accurate and timely utility billing statements. Research requests to correct billing errors. Verify sewer billing accuracy. Offer prompt and courteous customer service when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

Staffing Detail

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

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	0	0	0
1	1	1	1
1	2	2	2
0.5	0.5	0.5	0.5
3.5	3.5	3.5	3.5

Operating Budget Summary



	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	125,797	127,210	127,210	127,845
Employee Benefits	48,840	68,079	63,279	53,670
Materials/Supplies	771	2,500	1,600	2,500
Services	652,801	727,168	769,600	767,115
Total	828,208	924,957	961,689	951,130
Revenue Sources:				
Billing/DNR Fees	37,696	39,000	39,000	41,800
Interest	850	0	0	4,000
Water Protection FD	789,662	885,957	922,689	905,330
Total	828,208	924,957	961,689	951,130

Municipal Court Services

Mission

Provide Municipal Court services in a manner that complies with State Statutes, Office of State Courts Administrator (OSCA) and City of St Joseph Code of Ordinances.

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

- Court upgrade to INCODE software version 10 scheduled March 23, 2020.
- Cross-training of staff to allow for staff absences.

Budget Challenges/Planned Initiatives

- Mail out letters to defendants who fail to appear for initial arraignment per State directive.
- 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 : FY2019 - 14,523; FY2018 - 12,903; FY2017 - 16,246; FY2016 - 18,623
- Completed Cases: FY2019 - 14,204; FY2018 - 4,522; FY2017 - 18,045; FY2016 - 19,039
- Warrants Issued : FY2019 - 4,231; FY2018 - 4,549; FY2017 - 3,496; FY2016 - 4,915
- Warrants Served/Cleared : FY2019 - 4,222; FY2018 - 4,880; FY2017 - 3,487; FY2016 - 5,132

MUNICIPAL COURT

Program 2710

Program Descriptions

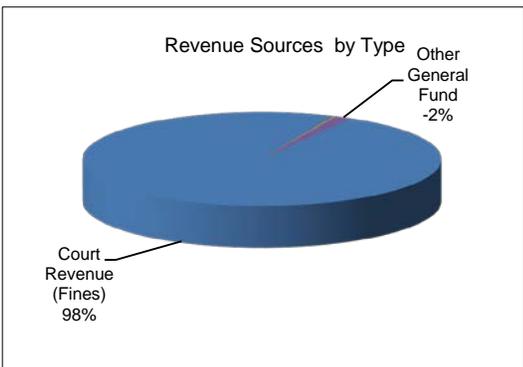
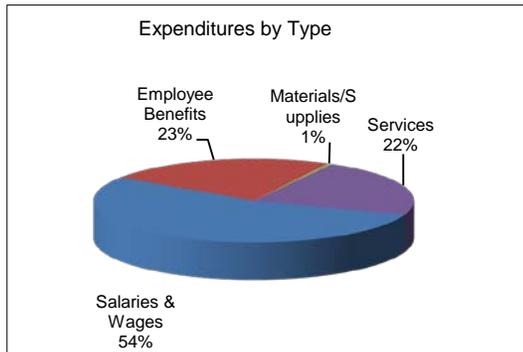
Municipal Court upholds municipal codes and ordinances by processing and rendering decisions on the cases filed by the City's Prosecuting Attorney. Court support staff, under the direction of the Administrative Services Department, also collect the fines levied by the court, prepare warrants and failure-to-appear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

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
2	2	2	2
0.5	0.5	0.5	0
2	2	2	2
7.5	7.5	7.5	7.0

Operating Budget Summary



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	293,644	293,343	293,343	279,541
Employee Benefits	120,568	130,467	130,467	120,591
Materials/Supplies	3,582	423	2,200	2,600
Services	114,762	116,055	111,350	116,530
Total	532,555	540,288	537,360	519,262
Revenue Sources:				
Court Revenue (Fines)	512,471	540,300	531,053	526,000
Interest	520	225	225	600
Other Revenue	642	1,000	781	1,000
Other General Fund	18,923	(1,237)	5,301	(8,338)
Total	532,555	540,288	537,360	519,262

RESTRICTED FINANCIAL SERVICES

Program 8580

Program Description

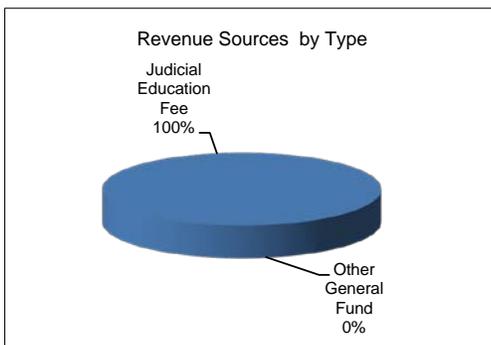
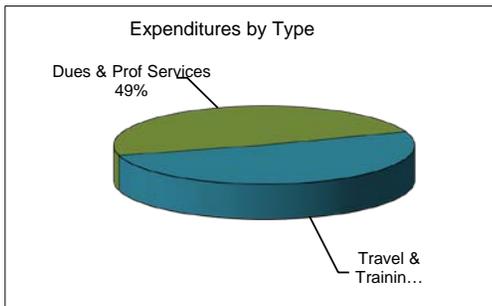
This program accounts for the revenues and expenditures in the Administrative Services Department from the Judicial Education revenues. This is training funded over and above what might be paid from General Fund revenues. Since there is a per person cap annually on the amount of money that can be reserved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

Staffing Detail

N/A

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

Travel & Training
Dues & Prof Services

Total

Revenue Sources:

Judicial Education Fee
Other Revenue
Other General Fund

Total

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
6,730	8,400	8,400	4,200
2,486	4,000	4,000	4,000
9,216	12,400	12,400	8,200
8,220	9,025	9,025	8,200
0	0	0	0
996	3,375	3,375	0
9,216	12,400	12,400	8,200

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, budget and 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
- Control and accountability of capital assets
- Develop annual budget to prioritize department goals inline with City Council
- Provide superior and professional customer service to outside vendors, other department employees, city manager, and City Council

Current Year Activity/Achievements

- Received an unqualified (clean) audit opinion on the City's CAFR and received the GFOA distinguished CAFR
- 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
- Continued updating and adding One Solution Accounting Software modules
- Worked with COGNOS to launch City's cloud-based platform for a more open, effective & accountable government to access transparent & timely spending information
- Utilized UBS Financial Services to enhance total portfolio return by means of active portfolio management
- Communicated with UBS to obtain the highest rate of return with maximum security while meeting the cash flow demands of the city's 2018 Sewer project bond funds.
- Undertaken the duties of the CIP Coordinator position by tracking costs by project and oversee proper revenue allocations.
- Provided a solid base for supporting departments with budgeting, cost control, revenue tracking, and compliance of city procedures.
- Ensured budgets were kept tight after the 2019 Budget cut costs in all departments by 2% in operating and 2.5% in salary and benefits.
- Enhanced the city's 2005, 2014B, and 2015 bond reserve funds with Arbitrage Management Group investment services.

Budget Challenges/Planned Initiatives

- Stay current with One Solution Accounting Software upgrade and fixes
- Continue to streamline processes and procedures to improve efficiency
- GASB issued Statement No. 83 (Certain Asset Retirement Obligations)
- GASB issued Statement No. 84 (Fiduciary Activities)
- GASB issued Statement No. 87 (Leases)
- GASB issued Statement No. 88 (Certain Disclosures Related to Debt)
- GASB issued Statement No. 91 (Conduit Debt Obligations)
- Overcome staff reductions and continue to produce the Budget and the Comprehensive Annual Financial Report.
- Keep a close watch on the General Fund, Public Safety, and Golf revenues and cash balances.
- Train current and new city employees with updated policies and procedures.

Performance Statistics

- Police pension investment portfolio monitored: \$36,729,241
- # of Federal grants reconciled: 56
- \$ of Federal grants reconciled: \$16,110,351
- City's investment portfolio diversified: \$83,136,175
- Number of capital assets inventoried: 2,146
- Maintained debt compliance for total debt service of: \$299,618,059

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).

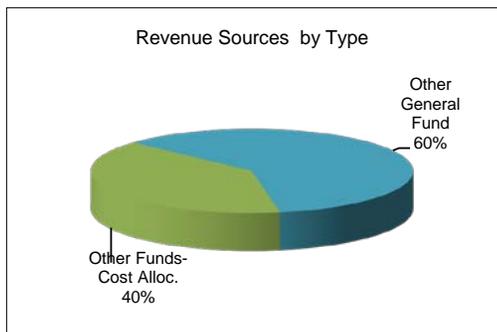
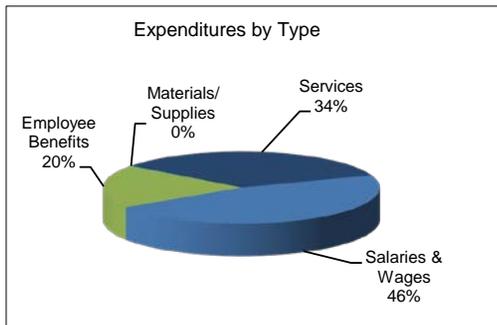
Staffing Detail

Accountant
 Grant Accountant **
 Budget & Financial Analyst

** This position is on hold due to budget reductions

2018-19 Actual	2019-20		2020-21 Budget
	Adopted Budget	Estimated Actual	
2	2	2	2
1	0	0	1
1	1	1	1
4	3	3	4

Operating Budget Summary



Expenditures:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Salaries & Wages	198,735	183,355	183,355	184,272
Employee Benefits	81,757	73,672	73,672	76,949
Materials/Supplies	1,966	1,000	1,000	1,000
Services	124,590	134,705	125,330	135,755
Total	407,047	392,733	383,358	397,977

Revenue Sources:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Other Funds-Cost Alloc.	134,699	151,584	151,584	157,565
Other General Fund	272,348	241,149	231,774	240,412
Total	407,047	392,733	383,358	397,977

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

- Streamlined a portion of the payment process to include tape batches for ACH/EFT payments to vendors to help eliminate data entry errors.
- Continue efforts on the database to eliminate inactive vendors as well as accommodate types of commodities or services provided.

Budget Challenges/Planned Initiatives

- Obtain ability to track companies or individuals who are picking up bids from the City website
- Continue to research on-line bidding process in order to transition the City's bidding process in the future.

Performance Statistics

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

PURCHASING

Program 8600

Program Description

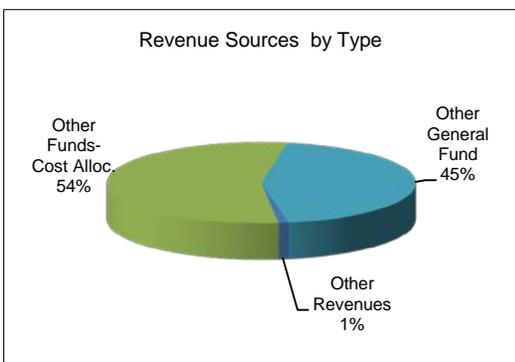
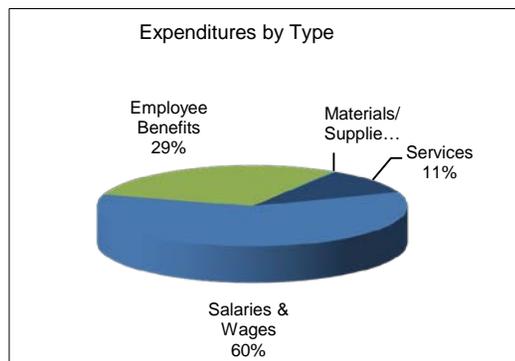
This division helps ensure public confidence in municipal government procurement through compliance with established federal, state and local procurement statutes; by communicating effectively with City staff and outside vendors; and by providing staff with the training and tools necessary to execute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

Staffing Detail

Purchasing Agent
 Compliance Technician
 Account Technician

2018-19	2019-20		2020-21
	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:

	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Salaries & Wages	173,260	173,341	173,341	174,208
Employee Benefits	77,090	82,055	80,555	84,371
Materials/Supplies	2,547	900	600	600
Services	21,348	31,446	28,845	30,445
Total	274,245	287,741	283,340	289,624

Revenue Sources:

	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Nonrefundable Dep	4,315	4,000	4,000	3,000
Other Funds-Cost Alloc	110,896	151,584	151,584	157,565
Other General Fund	159,034	132,157	127,756	129,059
Total	274,245	287,741	283,340	289,624

Technology Services

Mission

Provide ready access to municipal government information via the City's PC-based computer network by providing network connectivity in order to assist other city departments with the development, implementation and use of various software systems.

Core Services

- Provide data/voice/video services to over 600 staff at 30 locations.
- Maintain minimum standards for desktop hardware, a varied and diverse software environment, and
- Assists with the City's website (hosted by CivicPlus)
- Plan, manage, and maintain the network 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.
- Maintain Avaya VOIP phone system.

Current Year Activity/Achievements

- Upgraded Accela Automation DEV to version 10. Plan to upgrade PROD in Spring 2020.
- Server and PC upgrades due to Microsoft ending support for Server 2008 R2 and Windows 7.
- Implemented new password and other security features.
- Implemented Cisco Email Security, URL filtering, and AMP (Advance Malware Protection). These
- Implemented a new Pure Storage SAN solution.
- Created new record types in Accela for Rental Inspections and Vacant Buildings.
- Upgraded the 10+ year old Teletask scheduling software Health uses to the latest version of Teletask.
- In process of implementing Cartegraph asset management software for Parks.
- In process of implementing new parking ticket software to replace an Access database.
- Implemented Workflow in OneSolution 18.1 and will upgrade to that version in Spring 2020.

Budget Challenges/Planned Initiatives

- Continue to utilize automated management tools to stretch limited resources.
- Upgrade Avaya phone system to latest version.
- Upgrading Accela Civic Platform in 2020 to latest version and implement scripting and ACA in PROD.
- Explore ways to reduce costs and do more with less.
- Upgrade OneSolution to the latest version and implement workflow.
- Coming up with more funding sources to cover increasing software support and maintenance costs.
- Starting a monthly Tech email and provide training seminars to users at their locations.

Performance Statistics

- Maintain a data network consisting of more than 450 desktop and laptop computers accessing a full
- 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

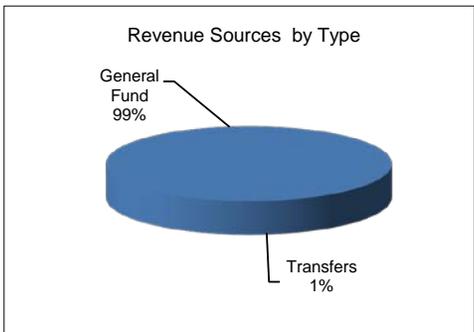
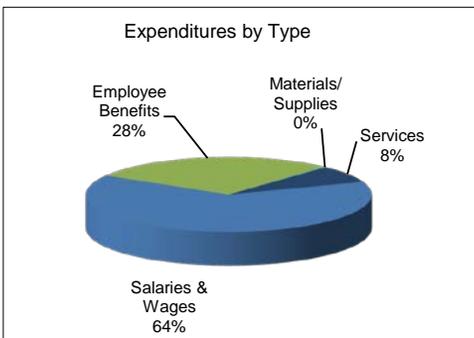
The Network Services division promotes ready access to municipal government information through appropriate day-to-day maintenance of the City's computer network, by assisting other city departments with the development, implementation and use of various computer software systems and other technologies.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

Staffing Detail

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

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
5	5	5	5

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	293,346	293,499	293,499	295,187
Employee Benefits	122,360	128,250	125,150	129,865
Materials/Supplies	637	2,000	2,000	1,000
Services	6,569	7,950	6,925	34,700
Total	422,912	431,699	427,574	460,752

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Transfers	0	0	0	6,450
General Fund	422,912	431,699	427,574	454,302
Total	422,912	431,699	427,574	460,752

NETWORK OPERATIONS

Program 8590

Program Description

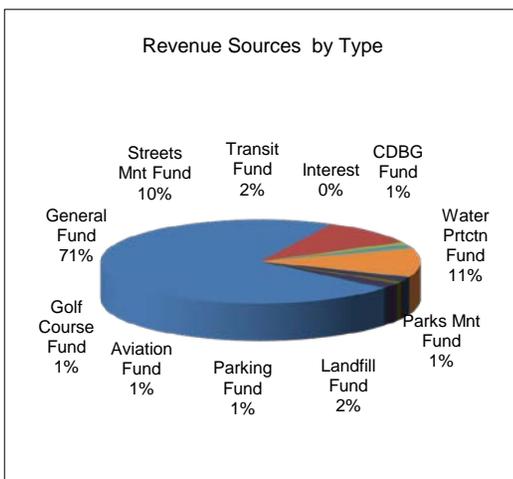
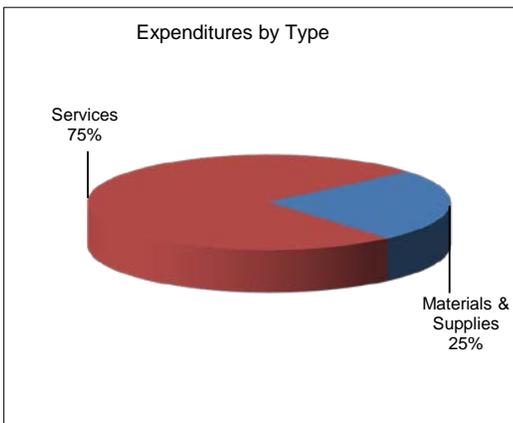
This program provides for the City's future technology needs through timely replacement or upgrades of computer network hardware and software and through implementation of new advances in technologies when appropriate.

Staffing Detail

N/A

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Materials & Supplies	83,290	130,000	135,000	130,000
Services	327,722	328,100	329,500	393,711
Capital Outlay	176,102	150,000	150,000	0
Total	587,114	608,100	614,500	523,711
Revenue Sources:				
General Fund	512,583	518,100	534,500	376,589
Streets Mnt Fund	32,000	42,000	42,000	50,901
CDBG Fund	6,000	6,000	6,000	6,498
Parks Mnt Fund	2,000	1,000	1,000	1,083
Aviation Fund	4,000	4,000	4,000	5,415
Water Prctn Fund	0	0	0	57,399
Landfill Fund	6,000	7,000	7,000	7,581
Parking Fund	1,000	3,000	3,000	2,166
Golf Course Fund	3,000	4,000	4,000	4,332
Transit Fund	12,000	10,000	10,000	9,747
Interest	8,531	13,000	3,000	2,000
Total	587,114	608,100	614,500	523,711

GIS DEVELOPMENT

Program 8595

Program Description

The GIS Development program has been combined with the Computer Network Services program in the FY21 budget.

Staffing Detail

N/A

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Operating Budget Summary

	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Training	2,100	6,200	2,500	0
Services	21,983	25,600	25,600	0
Total	24,083	31,800	28,100	0
Revenue Sources:				
Transfer from Sewer	6,450	6,450	6,450	0
General Fund	17,633	25,350	21,650	0
Total	24,083	31,800	28,100	0



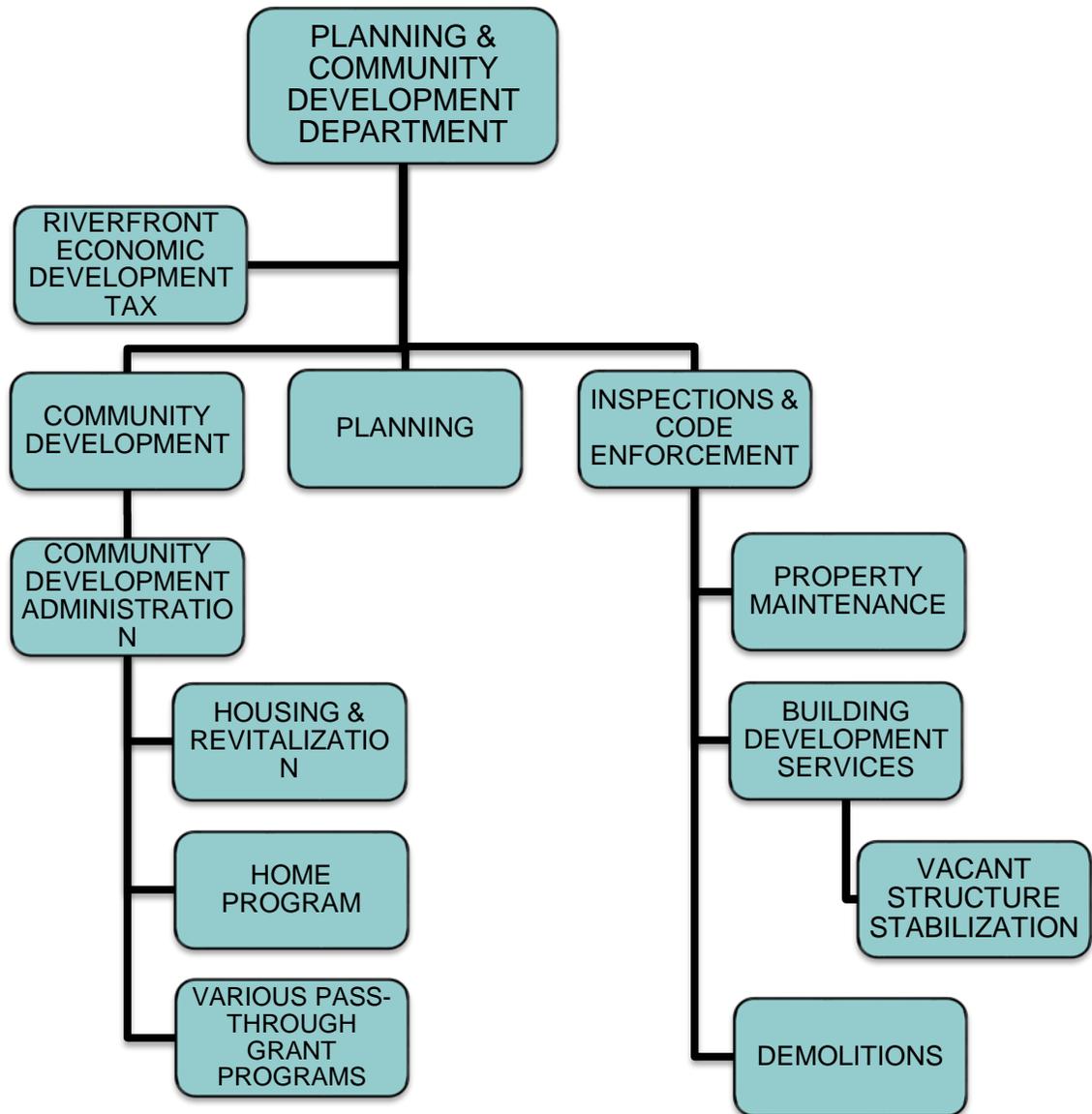
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

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.

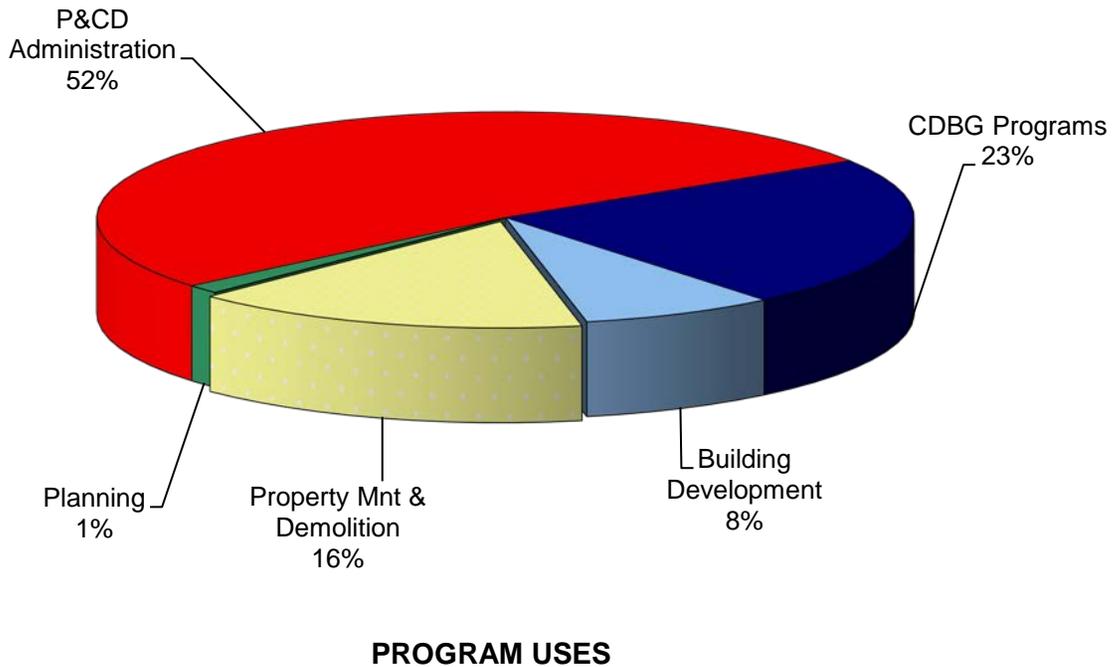
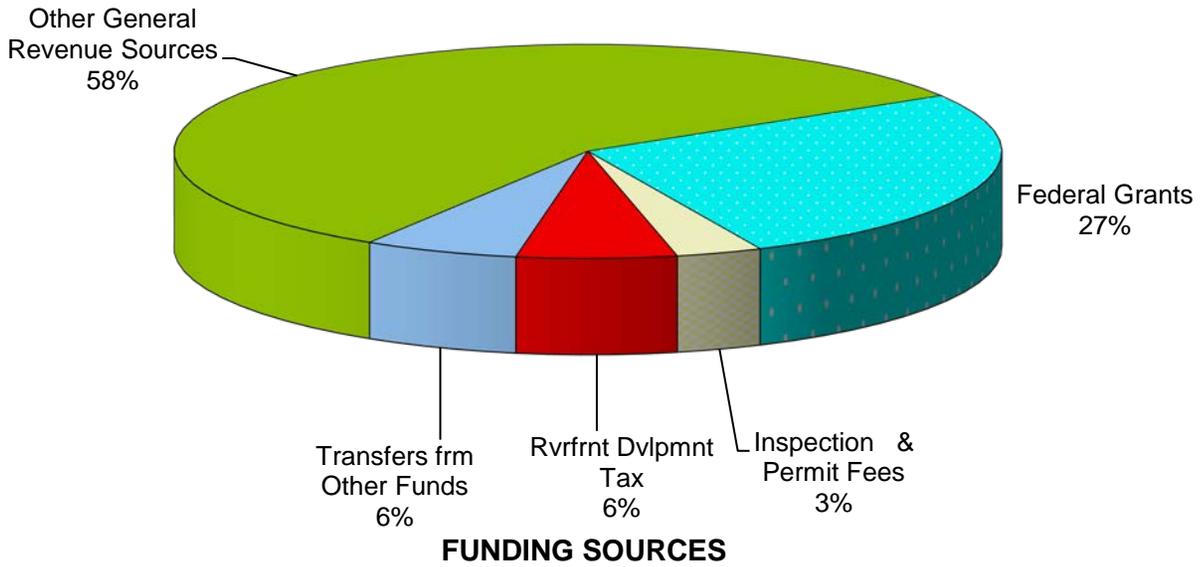
The Inspections and Code Compliance programs provide review and approval of code compliant construction and development.

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: \$ 8,284,743



PLANNING & COMMUNITY DEVELOPMENT SOURCES & USES

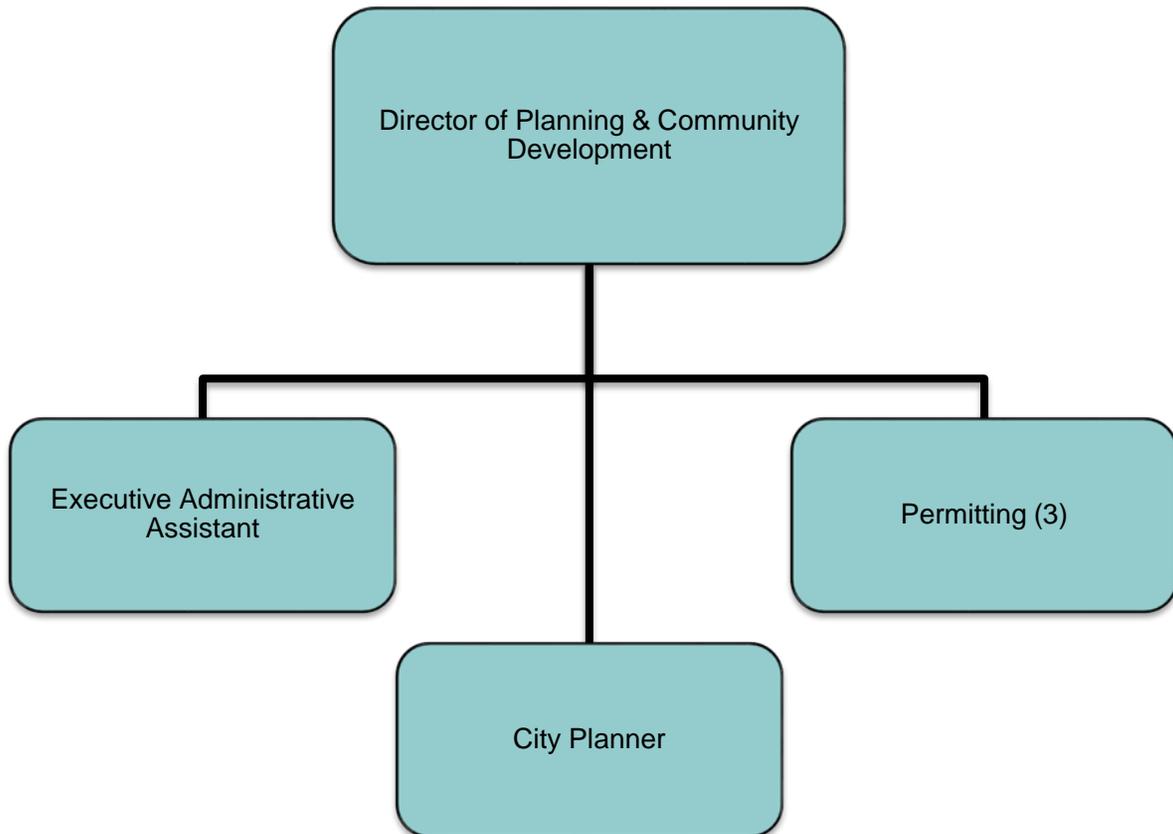


PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

ACCOUNT TYPE	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,322,306	1,308,539	1,317,499	1,352,103
Payroll Expenses & Benefits	563,950	650,989	655,485	661,526
Materials & Supplies	40,436	41,413	41,413	47,455
Utilities & Other Contracted Services	3,039,323	2,069,872	2,377,937	2,067,272
Claims/Insurance/Fund Transfers	218,629	210,775	225,775	219,388
Capital	163,000	15,000	15,000	3,937,000
	5,347,644	4,296,587	4,633,108	8,284,743
USES BY PROGRAM				
* Planning & Community Dvlpmnt Admin	645,266	222,030	253,635	4,171,440
Planning	186,271	184,897	184,897	118,153
CDBG Management	358,636	371,381	371,381	358,436
Housing & Revitalization	1,569,301	843,946	843,946	681,985
Restricted ARRA Program	0	0	0	0
Home Program	463,422	439,741	448,465	441,350
Federal Emergency Srv Grnt	90,278	0	37,192	0
Slum/Blight Activity & Low/Mod Activity	99,882	0	0	0
Public Service Agencies	397,200	377,200	396,200	371,200
Building Development	509,155	615,203	613,203	616,621
Property Maintenance	738,890	874,622	876,622	976,057
Vacant Structure Stabilization	23,898	100,000	150,000	100,000
Land Bank	0	0	190,000	150,000
Demolition	265,445	267,568	267,568	299,502
	5,347,644	4,296,587	4,633,108	8,284,743
FUNDING SOURCES				
General Fund	1,680,480	1,558,751	1,830,356	5,633,270
Landfill Fund	423,000	438,000	438,000	499,000
CDBG Fund	3,244,164	2,299,836	2,364,752	2,152,473
	5,347,644	4,296,587	4,633,108	8,284,743
STAFFING SUMMARY				
P&CD Administration	3.0	3.0	3.0	3.0
Planning (Split from Admin program)	2.0	2.0	2.0	1.0
CDBG Management	2.0	2.0	2.0	2.0
Housing & Revitalization	2.5	2.5	2.5	2.5
Home Program	0.0	0.0	0.0	0.0
Building Development Services	7.0	8.0	8.0	8.0
Property Maintenance	10.0	10.0	11.0	12.0
Demolitions	0.5	0.5	0.5	0.5
	27.0	28.0	29.0	29.0

* Includes the Riverfront Economic Development Tax Program

PLANNING & COMMUNITY DEVELOPMENT ADMINISTRATION, PLANNING DIVISIONS



Planning & Community Development Administration

Mission

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

Core Services

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

Current Year Activities/Achievements

- Support of Council's Priority to work on riverfront redevelopment efforts.
- Administered 8 economic development programs.
- Updated City Codes to reduce neighborhood blight.
- Implementation Residential Inspection Program.
- Creation of a St Joseph Land Bank Program.
- Development of Vacant Residential Fee Program.
- Continued work to improve community appearance.

Budget Challenges/Planned Initiatives

- Continue to update and alter Accela software program to meet needs of Staff.
- Change over of staff, hiring and training of staff.
- Educating public on importance of City Codes and need to review how project may impact surrounding neighborhood.

- Provide funds to improve public housing.
- Continue to promote rental inspection program with limited Staff.

Performance Statistics

- Over 200 rental inspections performed.
- Issued over 10,000 different permits.
- Worked to support over \$100 million in new investment in St Joseph.
- Demolition of 40 vacant structures.
- Over \$500,000 in funds used to provide housing to St Joseph.

PLANNING & COMMUNITY DEVELOPMENT ADMINISTRATION

Program 8380

Program Description

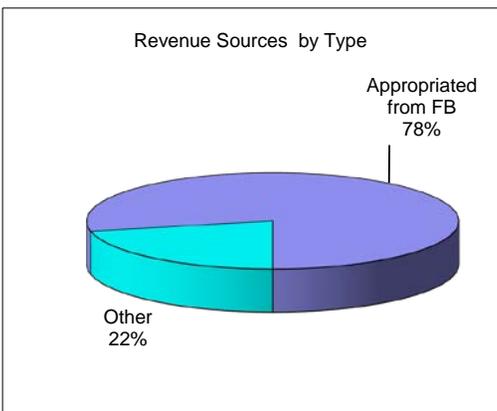
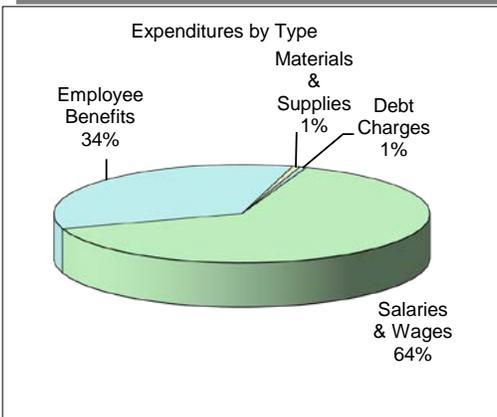
The administrative office provides managerial oversight of planning and zoning, building inspections, property maintenance issues, economic development coordination and federally funded project administration including the historic preservation functions of the City. Staff oversees permitting, licensing,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

2018-19	2019-20		2020-21
	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
 Debt Charges
 Services

Total

Revenue Sources:

Other
 Indirect Cost-CDBG
 General Fund-Other

Total

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
188,653	148,299	148,299	149,300
72,613	79,491	79,491	79,497
636	(7,059)	(7,059)	1,500
0	0	0	2,842
1,904	1,300	2,905	1,300
263,806	222,030	223,635	234,440
70,415	64,915	64,915	64,530
0	0	0	0
263,806	222,030	223,635	234,440
263,806	222,030	223,635	234,440

Riverfront Economic Development Tax Program 0022

Program Description

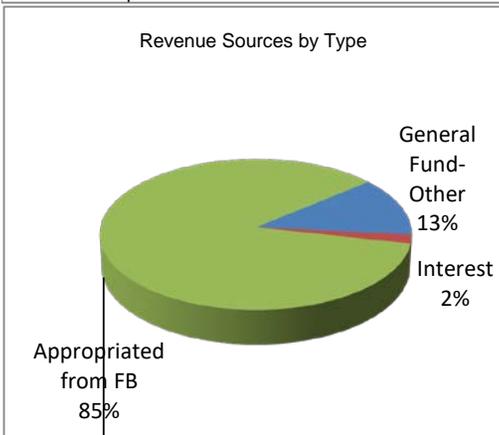
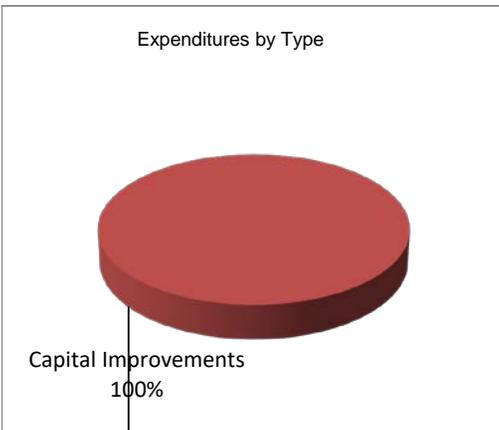
Program used to track the revenue and expenditures of the Downtown/Riverfront Economic Development Tax. This is the additional 3% transient guest tax on hotel/motel rooms as approved by voters. The revenue generated by downtown hotels is to be used for downtown development. Until the end of the 3rd Street 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

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Operating Budget Summary



Expenditures:

Services	208,460	0	15,000	0
Capital Improvements	163,000	0	0	3,937,000
Transfers	10,000	0	15,000	0

Total

Revenue Sources:

Hotel/Motel Tax	613,849	681,660	743,875	500,000
Interest	76,245	73,332	73,332	73,332
General Fund-Other	(308,633)	(681,660)	(787,207)	3,363,668

Total

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
381,460	0	30,000	3,937,000

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.

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.
- Finalize Comprehensive Plan for St Joseph.
- Develop a "Frederick Avenue Corridor Plan".

Performance Statistics

- Processed 87 applications for plans and permits issued through the Planning Commission, Downtown Review Board, and Zoning Board of Adjustment.

PLANNING

Program 5110

Program Description

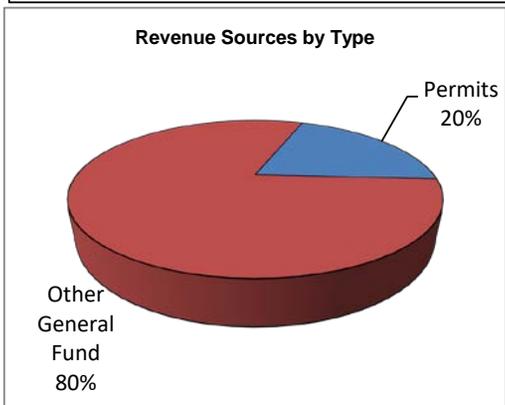
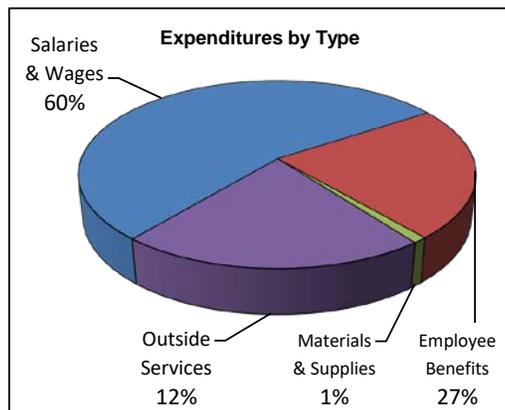
The City's planning division is responsible for citywide planning and zoning administration, regulating subdivisions, and administering a comprehensive land use plan for the city. The comprehensive land use plan is a blueprint for dealing with physical and economic development and housing initiatives.

Staffing Detail

City Planner
 Assistant City Planner

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	0
2	2	2	1

Operating Budget Summary



Expenditures:

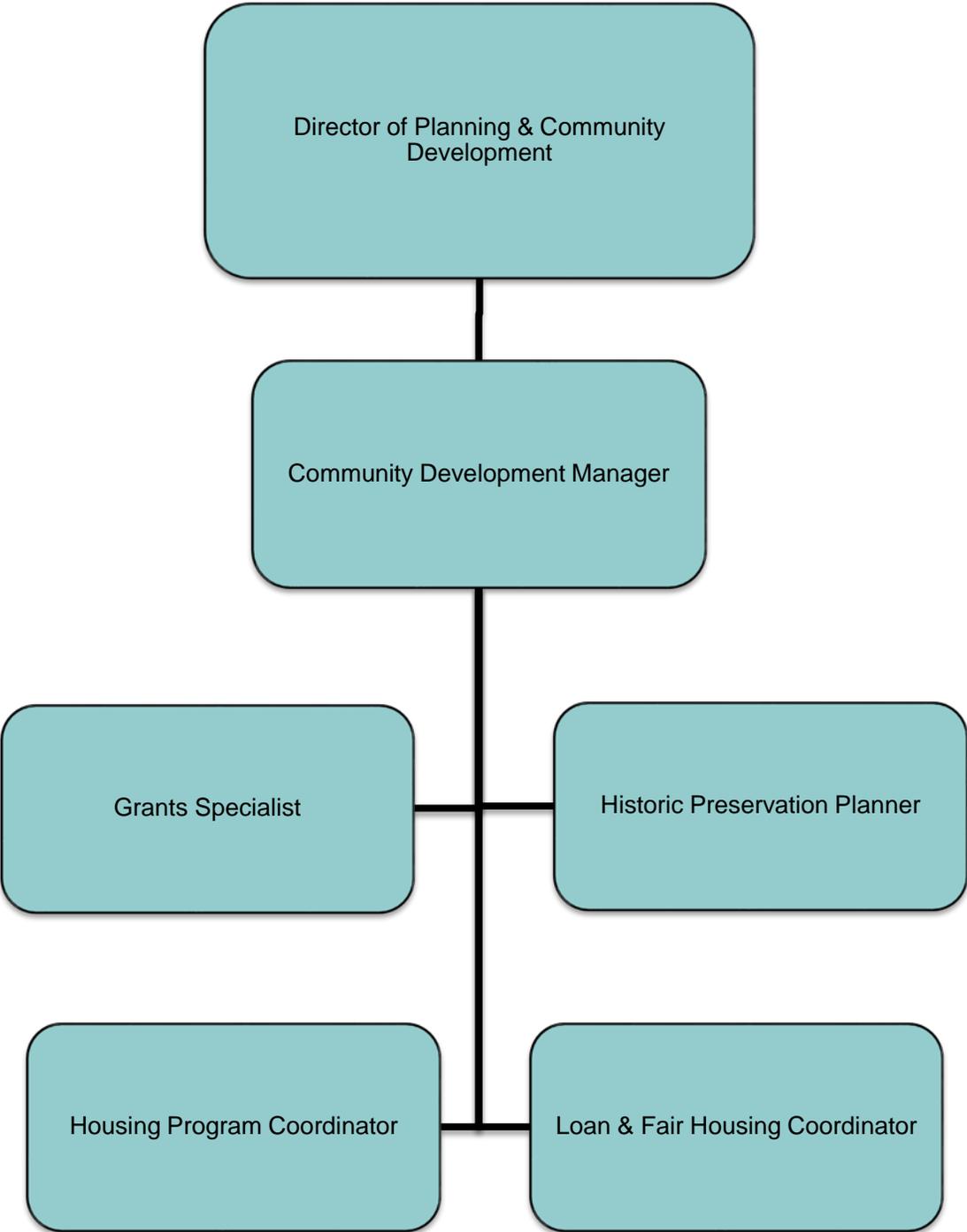
Salaries & Wages	107,189	107,243	107,243	64,548
Employee Benefits	49,903	51,103	51,103	27,055
Materials & Supplies	2,054	1,200	1,200	1,200
Outside Services	27,125	25,350	25,350	25,350
Total	186,271	184,897	184,897	118,153

Revenue Sources:

Permits	26,945	24,112	24,112	24,112
General Fund-Other	159,326	160,785	160,785	94,041
Total	186,271	184,897	184,897	118,153

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
107,189	107,243	107,243	64,548
49,903	51,103	51,103	27,055
2,054	1,200	1,200	1,200
27,125	25,350	25,350	25,350
186,271	184,897	184,897	118,153
26,945	24,112	24,112	24,112
159,326	160,785	160,785	94,041
186,271	184,897	184,897	118,153

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

- Providing assistance to rehabilitation of blighted housing stock.
- Demolition of dangerous structures.
- Assist those in need by providing funds to Public Service Agencies.

Budget Challenges/Planned Initiatives

- Continue to provide funding to benefit LMI individuals with a limited budget.

Performance Statistics

- 2 Facade Improvement Loans.
- Funding provided to update or improve 6 neighborhood playgrounds.
- Funding for 12 Public Service Agencies.
- Assisted the rehab of 38 houses for a total of \$649,350.
- Provided funding to Habitat to construct 7 new homes near Carden Park.
- Provided funding to CAP to construct 5 new homes.

COMMUNITY DEVELOPMENT ADMINISTRATION

Program 5260

Program Description

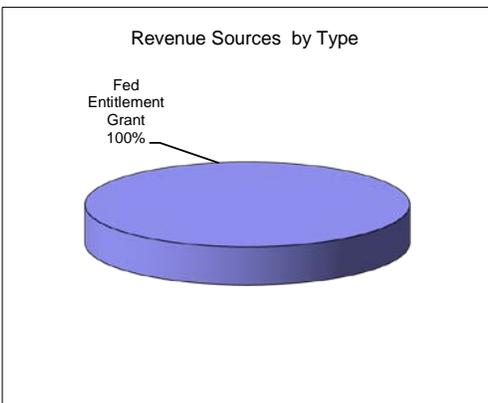
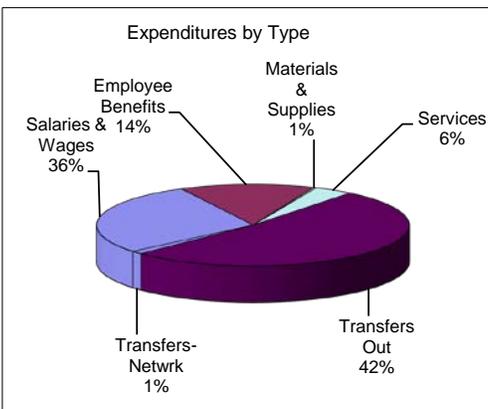
The program oversees the administration of funding received from the U.S. Department of Housing & Urban Development.

Staffing Detail

Community Development Manager
Grants Specialist

2018-19 Actual	2019-20		2020-21
	Adopted Budget	Estimated Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

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

Total

Revenue Sources:
Interest & Other
Fed Entitlement Grnt
Special Assessment
CDBG Fund - Other

Total

2018-19 Actual	2019-20		2020-21
	Adopted Budget	Estimated Actual	Budget
110,879	110,931	110,931	102,193
46,193	53,238	53,238	49,909
88	2,800	2,800	1,000
11,526	15,081	15,081	14,434
185,949	185,332	185,332	186,568
4,000	4,000	4,000	4,332
358,636	371,381	371,381	358,436
Interest & Other	0	0	0
Fed Entitlement Grnt	1,663,158	1,663,158	1,711,123
Special Assessment	0	0	0
CDBG Fund - Other	(1,291,777)	(1,291,777)	(1,352,687)
358,636	371,381	371,381	358,436

HOUSING & REVITALIZATION

Program 5210

Program Description

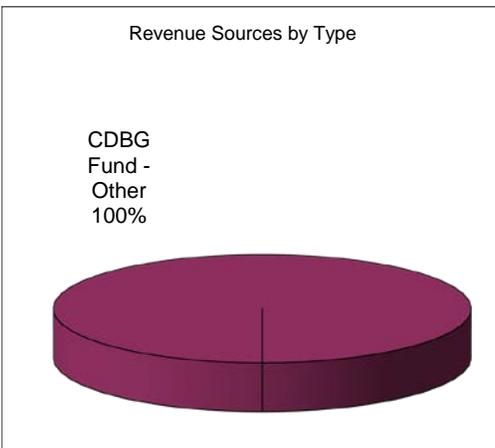
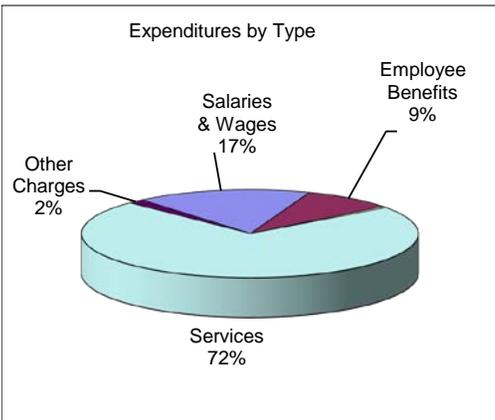
Provides decent, safe, and sanitary housing for low to moderate income families through coordination, implementation, and monitoring of Community Development Block Grant Emergency Assistance and Home Improvement programs. Staff also coordinate and oversee activities designed to promote the revitalization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

Staffing Detail

Historic Preservation Planner
 Housing Program Coordinator
 Loan & Fair Housing Coordinator

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0.5	0.5	0.5	0.5
1	1	1	1
1	1	1	1
2.5	2.5	2.5	2.5

Operating Budget Summary



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

Revenue Sources:
 Fed Entitlement Grnt
 CDBG Fund - Other
Total

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
113,811	107,907	107,907	114,571
48,258	64,569	64,569	59,771
1,164	3,917	3,917	3,200
1,401,139	656,854	656,854	493,743
4,929	10,700	10,700	10,700
1,569,301	843,946	843,946	681,985
0	0	19,000	0
1,157,109	843,946	824,946	681,985
1,157,109	843,946	843,946	681,985

HOME PROGRAM

Program 8880

Program Description

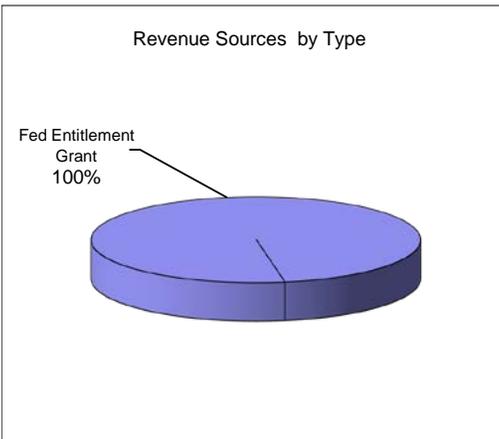
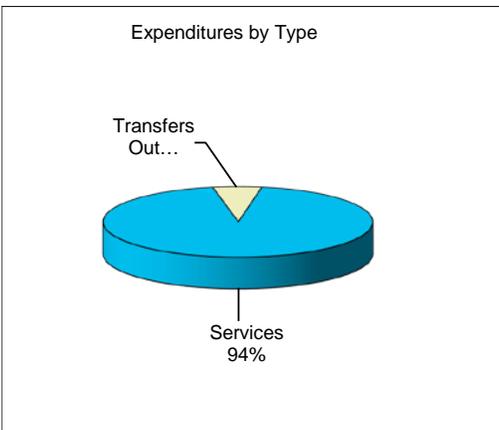
This program administers HUD funding in a broad array of eligible housing activities including both home ownership and the expansion of affordable rental housing. The majority of HOME funds are focused on infill construction within the NRSA.

Staffing Detail

None

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

Training	0	0	0	0
Services	444,742	418,298	427,022	415,704
Interfund Transfers	18,680	21,443	21,443	25,646
Tranfer-Computer	2,000	2,000	2,000	2,166

Total

Revenue Sources:

Fed Entitlement Grant	282,068	469,763	469,763	441,350
Other Revenue	0	0	8,724	0
Interfund Transfer	119,712	0	0	0
CDBG Fund - Other	61,642	(30,022)	(30,022)	0

Total

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0
444,742	418,298	427,022	415,704
18,680	21,443	21,443	25,646
2,000	2,000	2,000	2,166
463,422	439,741	448,465	441,350
282,068	469,763	469,763	441,350
0	0	8,724	0
119,712	0	0	0
61,642	(30,022)	(30,022)	0
463,422	439,741	448,465	441,350

VACANT STRUCTURE STABILIZATION

Program 5435

Program Description

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

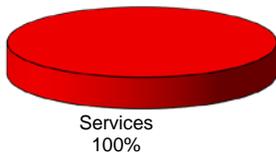
Staffing Detail

None

2018-19	2019-20		2020-21
	Adopted Budget	Estimated Actual	
Actual			Budget
0	0	0	0
0	0	0	0

Operating Budget Summary

Expenditures by Type



Expenditures:

Services	23,898	100,000	150,000	100,000
Total	23,898	100,000	150,000	100,000

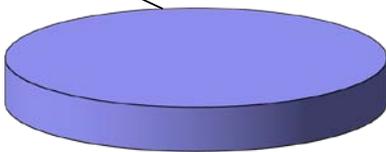
Revenue Sources:

Permits	3,000	0	0	0
Interest	162	0	0	0
Transfers	100,000	0	0	100,000
Total	103,162	0	0	100,000

2018-19	2019-20		2020-21
	Adopted Budget	Estimated Actual	
Actual			Budget
23,898	100,000	150,000	100,000
23,898	100,000	150,000	100,000
3,000	0	0	0
162	0	0	0
100,000	0	0	100,000
103,162	0	0	100,000

Revenue Sources by Type

Transfer from Landfill 100%



Land Bank Program

Program 5436

Program Description

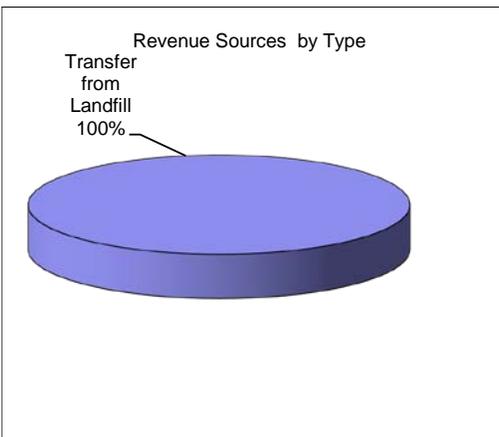
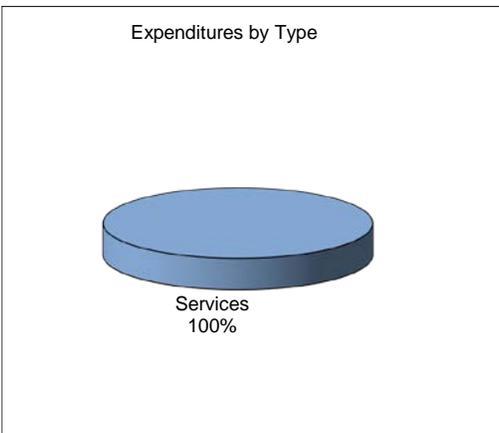
With approval by City Manager, provides funding for properties related to acquisition or stabilization acquired by Land Bank Board.

Staffing Detail

None

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

Services
Total

Revenue Sources:

Permits
Interest
Transfers

Total

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	40,000	150,000
0	0	40,000	150,000
0	0	0	0
0	0	0	0
0	0	0	150,000
0	0	0	150,000

PUBLIC SERVICE AGENCIES

Program 8850

Program Description

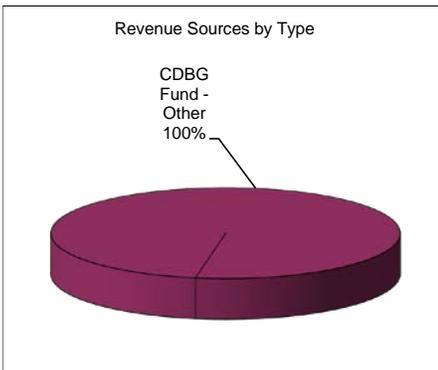
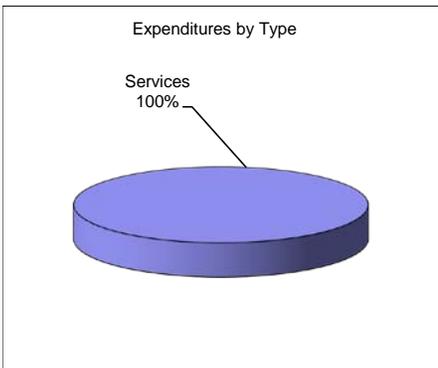
Funding is allocated to non-profit organizations in St. Joseph concerned with public issues such as child care, public health, drug and alcohol abuse, recreational activities, domestic violence, and treatment of children with physical and developmental disabilities. Disbursement is determined by a citizen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

Staffing Detail

None

Operating Budget Summary

● Hillcrest Transitional Housing of Buch Co	\$30,000
● St. Kolbe Puckett Center for Healing	\$32,200
● Interfaith Com. Srv-Youth Latchkey	\$30,000
● Bartlett Center - Family Resource Program	\$23,000
● AFL-CIO Community Services	\$15,000
● Samaritan Counseling-Client Assistance	\$25,000
● Social Welfare Brd-Dental Care Program	\$83,000
● United Cerebral Palsy-Integration & Advocacy	\$15,000
● YWCA-Women & Children's Shelter	\$68,000
● Community Missions-Housing for Hmless	\$25,000
● NWMO Children's Advocacy-Abuse CnsIng	\$25,000
	\$371,200



2018-19 Actual	2019-20		2020-21 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Expenditures:

Services

Total

Revenue Sources:

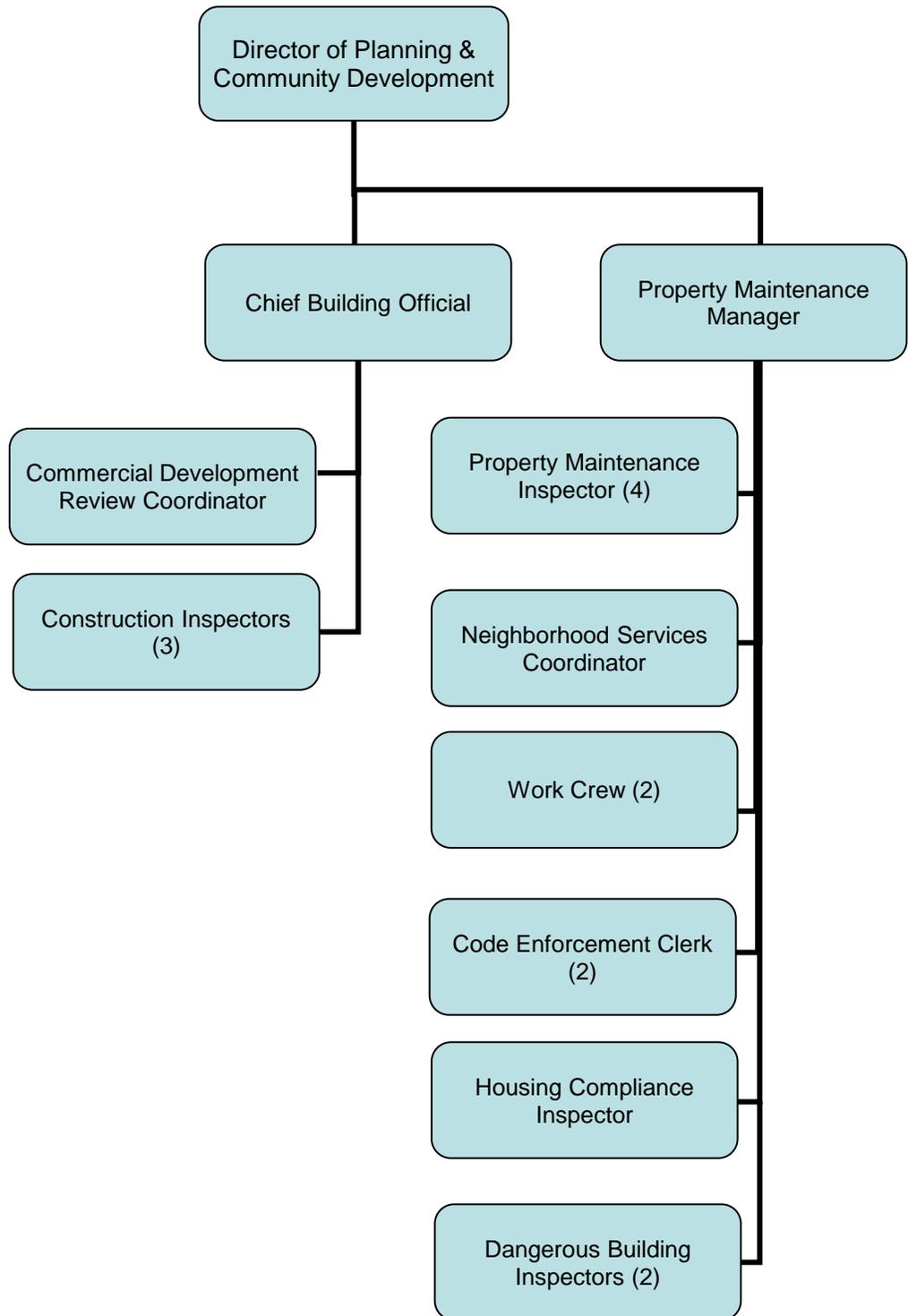
Fed Entitlement Grant

CDBG Fund - Other

Total

2018-19 Actual	2019-20		2020-21 Budget
	Adopted Budget	Estimated Actual	
397,200	377,200	396,200	371,200
397,200	377,200	396,200	371,200
0	0	0	0
397,200	377,200	396,200	371,200
397,200	377,200	396,200	371,200

BUILDING REGULATIONS & PROPERTY MAINTENANCE



Building Development Services

Mission

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

Core Services

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

- Upon project completion occupancy is approved and project files are archived.
- Assist customers with numerous miscellaneous requests.

Current Year Activities/Achievements

- Continued improvement towards Development Review Process.
- Increase inspector training to improve code understanding.
- Percent of Plans reviewed in 15 working days: 98%

Budget Challenges/Planned Initiatives

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

Performance Statistics

- Building Inspections: 165
- Mechanical & Plumbing inspections: 737
- Electrical Inspections: 606
- Number of Plan Reviews: 142
- Demo Permits: 113
- New Single Family: 45

BUILDING DEVELOPMENT SERVICES

Program 5410

Program Description

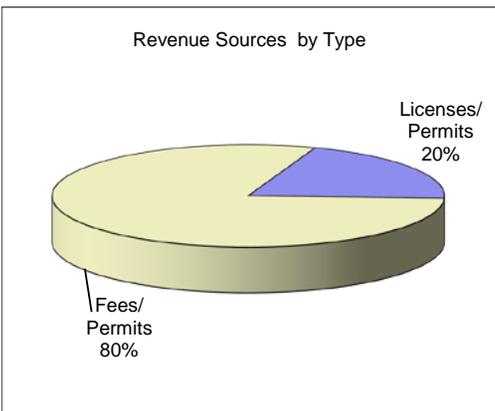
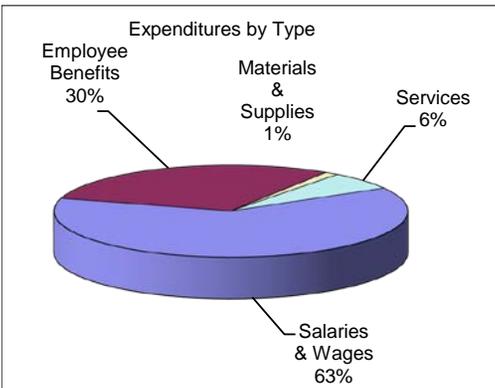
Building Development Services staff oversee review of development plans, perform building plan review, inspection building construction activities and interacts with building and industry organizations in order to promote a vibrant and safe building environment. Through property and construction information,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

Staffing Detail

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

2018-19	2019-20		2020-21
	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
1	1	1	1
2	2	2	2
7	8	8	8

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Total

Revenue Sources:

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

Total

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
318,229	377,638	377,638	387,118
139,069	180,569	180,569	182,508
7,384	7,800	7,800	7,800
44,473	49,195	47,195	39,195
509,155	615,203	613,203	616,621
82,379	100,020	100,020	100,020
1,050	5,000	0	0
496,867	456,790	674,482	394,790
0	10,000	0	0
(71,141)	43,393	(161,299)	121,811
509,155	615,203	613,203	616,621

Property Maintenance

Property Maintenance, Demolitions

Mission

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

Core Services

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

Current Year Activity/Achievements

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

Budget Challenges/Planned Initiatives

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

Performance Statistics

- During calendar year 2019, the Property Maintenance Division initiated 5570 notices for property maintenance violations.
- Performed 290 rental inspections.
- Issued 286 vacant residential building notices.
- Performed 586 securing abatements
- Issued 267 Municipal citations
- Demolition of 45 structures.

PROPERTY MAINTENANCE

Program 5430

Program Description

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

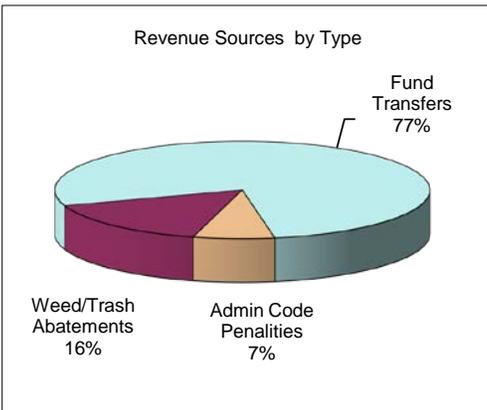
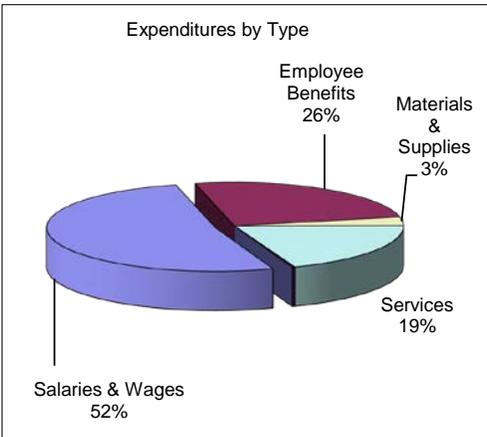
Staffing Detail

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

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
4	4	4	4
1	1	1	1
1	1	1	1
1	1	2	2
0	0	0	1
1	1	1	1
10	10	11	12

**Replace Assist. City Planner position with Housing Compliance Inspector
 *** Code Enforcement clerk approved Feb 2020

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services
 Utilities
 Capital

Total

Revenue Sources:

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

Total

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
394,560	427,948	436,908	505,655
169,436	205,094	209,590	248,821
27,420	30,300	30,300	30,300
145,782	193,780	182,324	188,780
1,691	2,500	2,500	2,500
0	15,000	15,000	0
738,890	874,622	876,622	976,057
41,420	45,000	45,000	45,000
93,512	100,000	100,000	100,000
5	0	0	0
423,000	438,000	438,000	499,000
180,952	291,622	293,622	332,057
738,890	874,622	876,622	976,057

DEMOLITIONS

Program 5360

Program Description

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

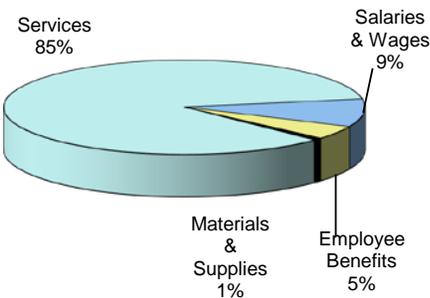
Staffing Detail

Historic Preservation Planner

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
0.5	0.5	0.5	0.5
0.5	0.5	0.5	0.5

Operating Budget Summary

Expenditures by Type



Expenditures:

Salaries & Wages	88,985	28,573	28,573	28,716
Employee Benefits	38,478	16,925	16,925	13,965
Materials & Supplies	1,690	2,455	2,455	2,455
Services	136,292	219,615	219,615	254,366
Capital	0	0	0	0

Total

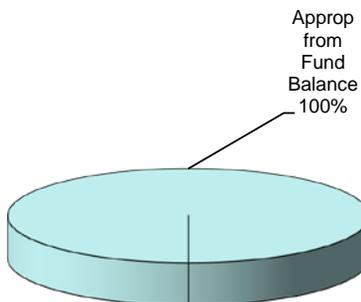
Revenue Sources:

Principal Earnings	5,027	0	0	0
Interest Earnings	82	0	0	0
Fed Entitlmt Grnt	0	0	0	0
CDBG Fund - Other	260,336	267,568	267,568	299,502

Total

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
265,445	267,568	267,568	299,502
265,445	267,568	267,568	299,502

Revenue Sources by Type



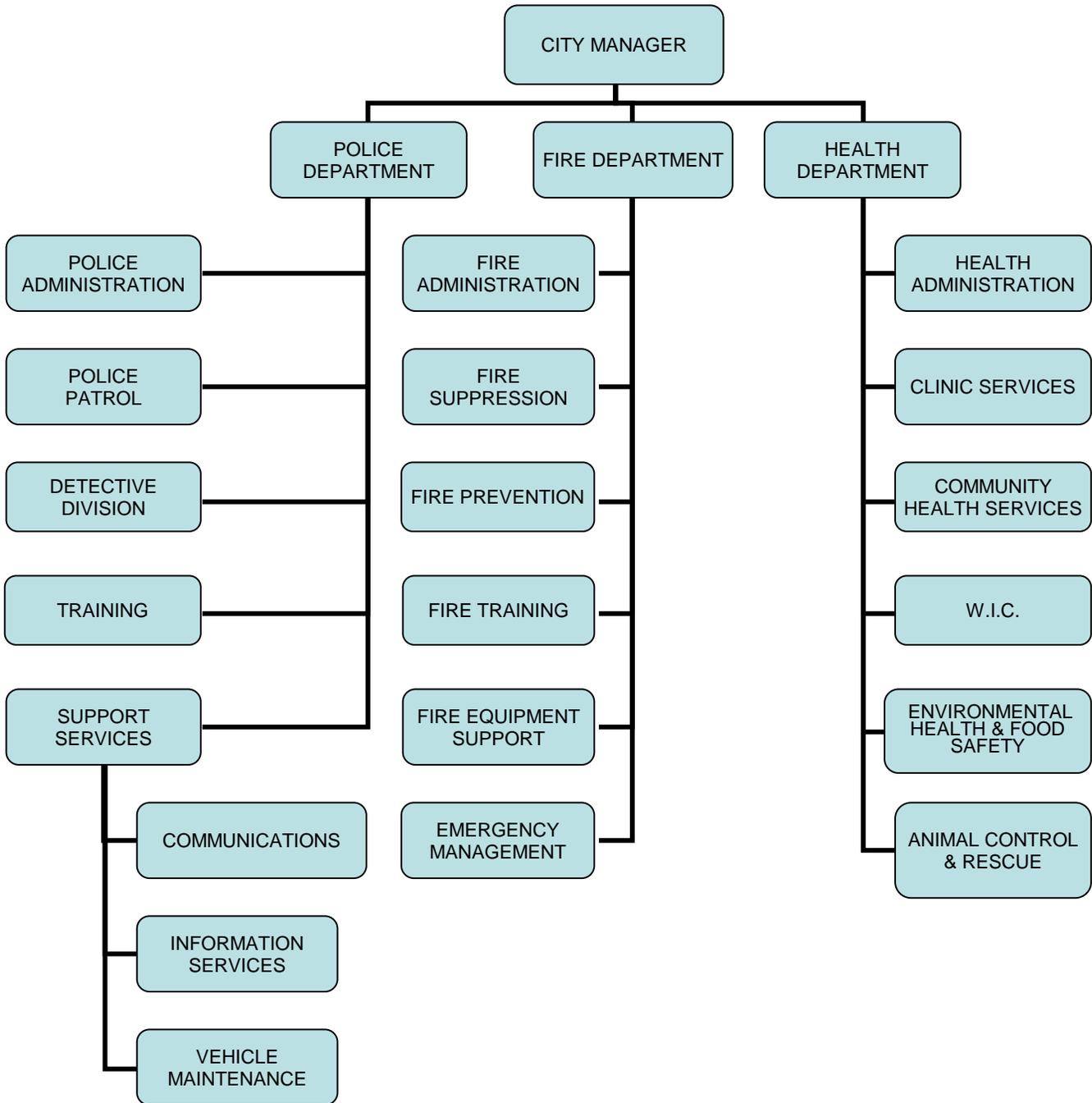


PUBLIC SAFETY DEPARTMENTS

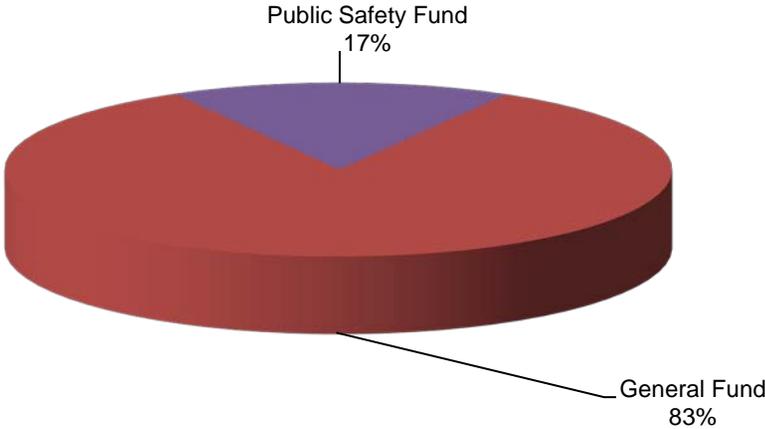
The Public Safety Departments - the St. Joseph Police Department, St. Joseph Fire Department and St. Joseph Health Department - provide a wide range of public safety services, detailed in the following pages.

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.

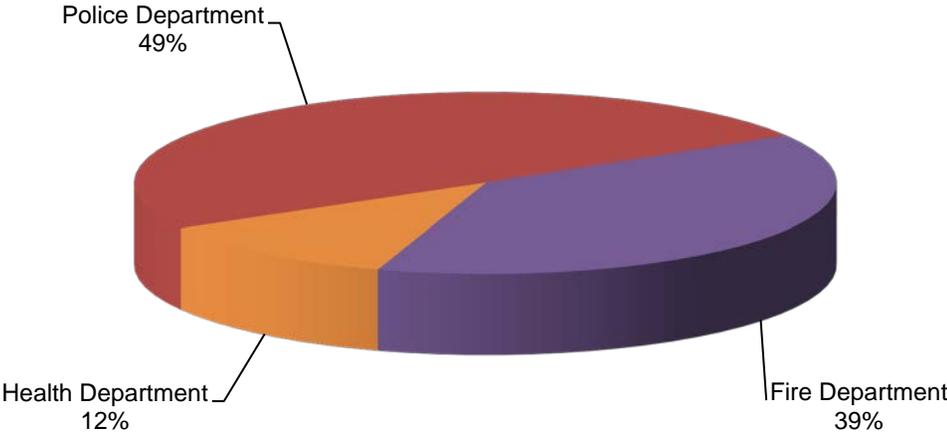
TOTAL BUDGETED RESOURCES: \$ 40,079,477



PUBLIC SAFETY SOURCES & USES



FUNDING SOURCES



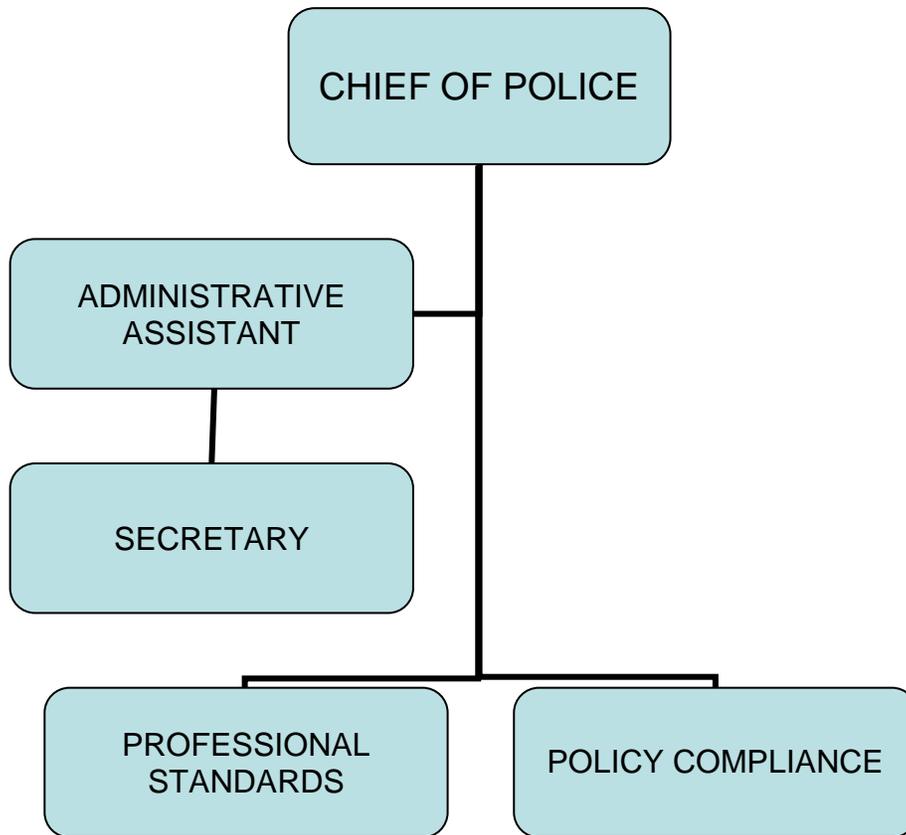
PROGRAM USES

PUBLIC SAFETY DEPARTMENTS SUMMARY

ACCOUNT TYPE	2018-19		2019-20		2020-21
	Actual	Adopted Budget	Estimated		Budget
			Actual	Actual	
Salaries & Wages	18,478,304	18,303,268	18,459,676		18,452,375
Retired Fire "Consultant" Pay	130,745	135,000	135,000		130,647
Payroll Expenses & Benefits	11,074,238	11,031,564	11,606,830		11,885,985
Materials & Supplies	968,254	739,755	922,091		814,552
Utilities & Other Contracted Services	3,333,322	3,615,402	3,812,299		3,565,757
Transfers	5,518,270	4,694,499	4,789,047		4,798,252
Capital Outlay	718,992	317,756	370,144		237,384
Debt Service	193,152	196,500	196,800		194,525
	40,415,278	39,033,743	40,291,888		40,079,477
USES BY PROGRAM	DEPARTMENT				
Police Administration	Police	1,800,959	871,792	877,232	948,581
Patrol Operations	Police	6,620,587	7,043,212	7,313,005	7,224,389
Detective Division	Police	2,506,247	2,471,609	2,471,609	2,515,235
Public Safety Tax - Police	Police	4,727,857	4,300,588	4,304,930	3,883,195
Training	Police	150,898	154,896	154,896	159,227
Support Services	Police	831,422	833,427	833,427	826,517
Police Communications	Police	2,551,613	2,752,787	2,805,787	3,028,432
Information Services	Police	660,855	684,916	684,916	686,793
Police Maintenance	Police	716,047	456,724	477,396	477,463
Grant Funded Programs	Police	156,507	157,838	212,197	142,192
Fire Administration	Fire	523,335	192,102	210,551	181,938
Fire Suppression	Fire	11,011,558	11,293,969	11,606,572	11,801,747
Fire Prevention	Fire	474,828	470,976	470,976	499,227
Fire Training	Fire	274,280	264,534	273,214	279,689
Fire Equipment Support	Fire	413,569	386,397	502,422	379,446
Emergency Management	Fire	135,626	122,488	125,107	156,570
Public Safety Tax - Fire	Fire	2,406,505	2,135,400	2,085,400	2,201,386
Health Administration	Health	976,110	803,821	1,105,484	940,740
Clinic Services	Health	993,925	967,105	963,717	969,606
Community Health Services	Health	321,530	438,757	450,525	438,050
WIC Services	Health	461,926	516,270	584,166	527,508
Health/Food Safety	Health	248,619	235,519	233,654	231,245
Animal Control/Rescue	Health	964,704	1,008,581	1,074,670	1,048,969
Public Safety Tax - Health	Health	485,771	470,036	470,036	531,332
		40,415,278	39,033,743	40,291,888	40,079,477
FUNDING SOURCES					
General Fund		32,795,145	32,127,720	33,431,522	33,463,564
Public Safety Fund		7,620,133	6,906,024	6,860,366	6,615,913
		40,415,278	39,033,743	40,291,888	40,079,477
STAFFING SUMMARY					
Police		185.0	187.0	187.0	187.0
Fire		131.0	131.0	131.0	131.0
Health		42.5	44.5	45.5	45.5
		358.5	362.5	363.5	363.5



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 using predictive analysis.
- Maintain State Certification standards for performance and administration of the police department, audits completed.
- Added 2 school resource officers.
- 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, Mayors Blue Ribbon Committee, etc.
- Completed the Annual Report for calendar year 2019.

Budget Challenges/Planned Initiatives

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

Performance Statistics

- Number of "Use of Force" incidents reviewed: 314
- Number of pursuits reviewed: 79
- Number of documented complaints investigated: 69
- Total Part I crimes reported: 4,726
- Total crimes reported: 11,428
- Total traffic crashes: 2,209
- Number of new hire background investigations: 15

POLICE ADMINISTRATION

Program 8340

Program Description

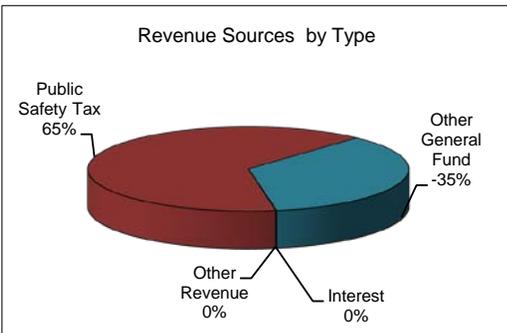
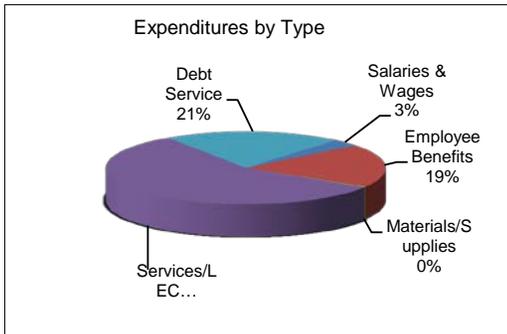
The Police Chief and staff ensure professional police service through the establishment of department goals and objectives and the assurance that they are being accomplished; the creation and adherence to department written directives; and the insistence on excellent communications with those outside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

2018-19	2019-20		2020-21
	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
 Debt Service

Total

Revenue Sources:

Other Revenue
 Interest
 Public Safety Tax
 Other General Fund

Total

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
341,933	18,282	18,282	30,270
786,509	168,514	168,514	184,141
8,271	(48,608)	(48,608)	2,400
471,093	537,105	542,245	537,245
193,152	196,500	196,800	194,525
1,800,959	871,792	877,232	948,581
39,852	50	14,131	0
3,982	2,120	2,120	2,300
2,845,467	2,217,245	2,217,245	2,103,170
(1,088,343)	(1,347,623)	(1,356,264)	(1,156,889)
1,800,959	871,792	877,232	948,581

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

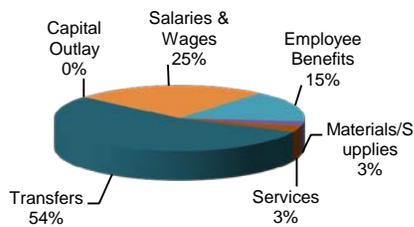
Sergeant
Patrol Officer

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
19	19	19	19
20	20	20	20

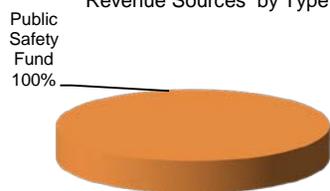
Wages & other related staff costs for the new positions are budgeted here.

Operating Budget Summary

Expenditures by Type



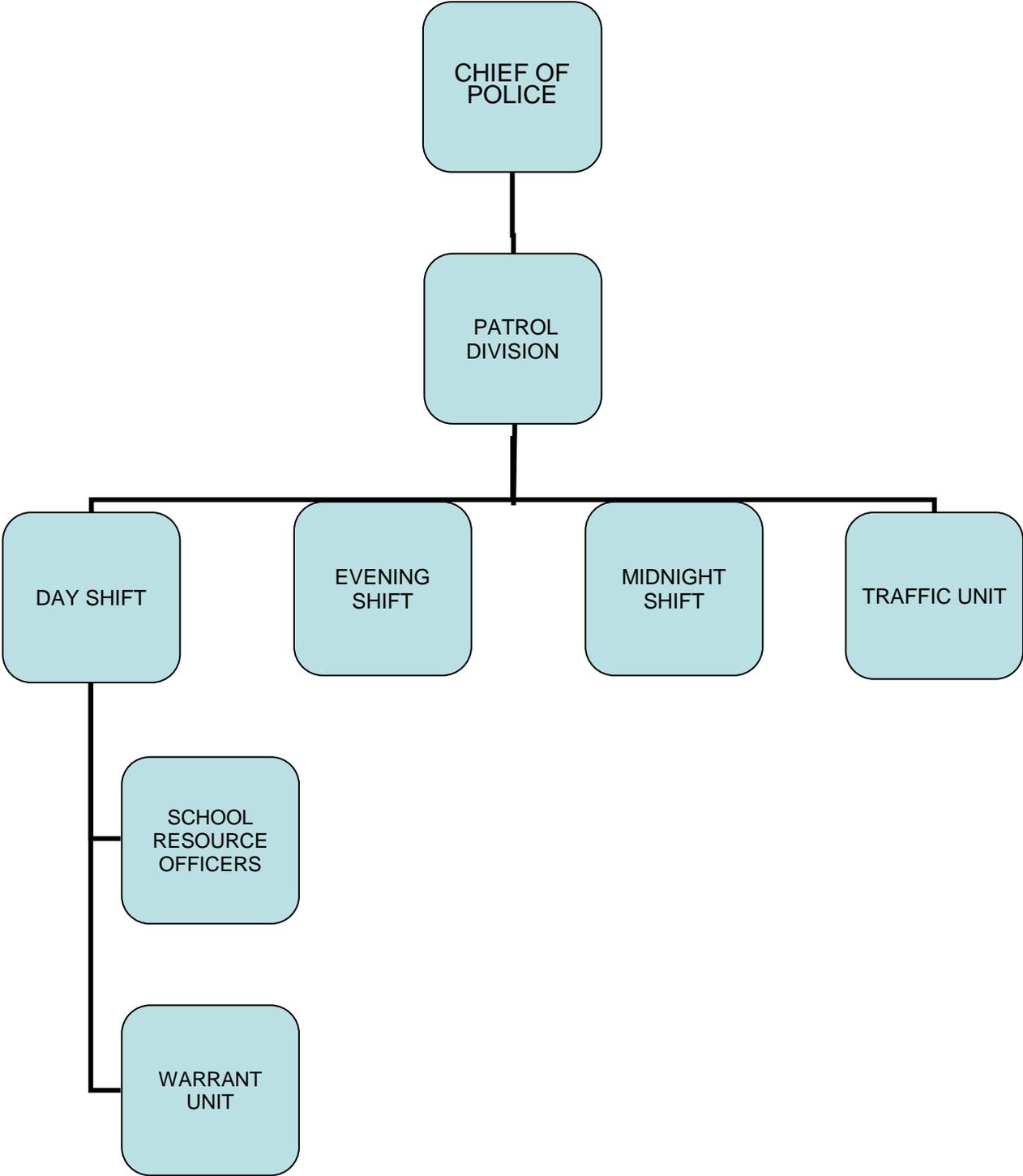
Revenue Sources by Type



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	926,380	1,006,817	1,006,817	971,836
Employee Benefits	491,106	550,437	550,437	594,356
Materials/Supplies	118,953	104,818	112,505	107,018
Services	99,624	103,515	100,170	106,815
Transfers	2,845,467	2,217,245	2,217,245	2,103,170
Capital Outlay	246,327	317,756	317,756	0
Total	4,727,857	4,300,588	4,304,930	3,883,195
Revenue Sources:				
Other Revenue	1,232	0	0	0
Public Safety Fund	4,726,626	4,300,588	4,304,930	3,883,195
Total	4,727,857	4,300,588	4,304,930	3,883,195

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 2019 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 17 new Officers during the year to fill vacancies and positions created retirements and completely fill all budgeted positions.
- Day shift Officers make regular visits to the elementary schools
- With partnership with the school district we added one new SRO position.
- Started a new partnership by embedding a Family Guidance-Mental Health Liaison
- Added one K-9 to our program

Budget Challenges/Planned Initiatives

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

Performance Statistics

- Number of calls for service in 2018: 52,809 in 2019: 54,845
- Number of self-initiated activities in 2018: 44,708 in 2019: 51,505
- Number of Traffic Summons issued in 2018: 16,168 in 2019: 17,813
- Number of Adult arrests in 2018: 6811 in 2019: 6407
- Number of School Resource Officer Cases in 2018: 460 in 2019: 729
- Average response time (priority calls): in 2018: 11m 29s in 2019: 11m 55s

PATROL OPERATIONS

Program 2210

Program Description

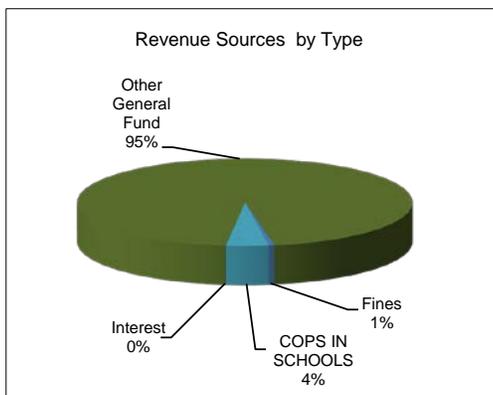
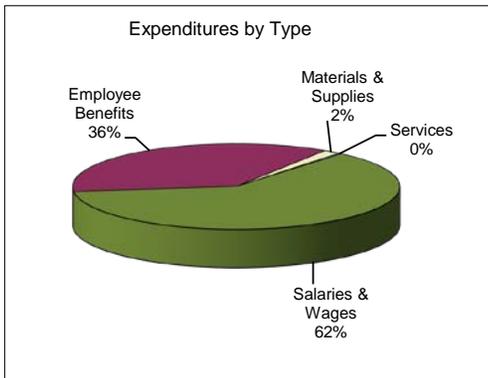
To enforce Federal, State and local laws by providing 24 hour responses to public safety emergency , non-emergency situations and other incidents that require police intervention or participation in order to protect life and property and to promote a sense of safety and well being in the community.

Staffing Details

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

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
3	3	3	3
11	11	11	11
60	60	60	60
5	7	7	7
1	1	1	1
81	83	83	83

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services
 Capital Outlay

Total

Revenue Sources:

Fines
 Other Revenue
 Interest
 COPS IN SCHOOLS
 Other General Fund

Total

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
4,202,303	4,500,711	4,500,711	4,482,025
2,203,373	2,400,371	2,643,878	2,599,234
188,438	121,170	140,568	122,170
26,473	20,960	20,960	20,960
0	0	6,888	0
6,620,587	7,043,212	7,313,005	7,224,389
37,267	39,000	36,991	39,000
(900)	0	0	0
2,086	2,090	2,090	2,000
204,852	270,378	204,852	294,640
6,377,282	6,731,744	7,069,072	6,888,749
6,620,587	7,043,212	7,313,005	7,224,389

GRANT FUNDED PROGRAMS

2280

Program Description

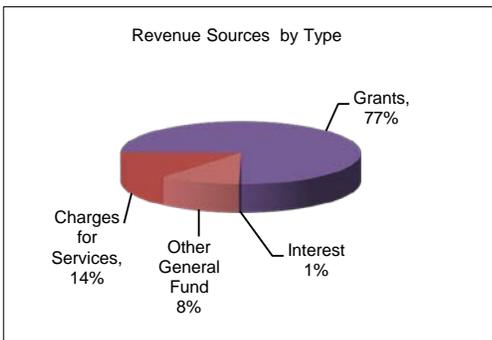
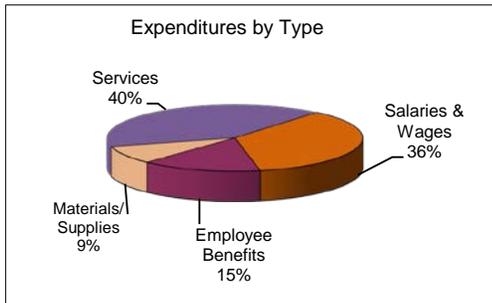
This program was developed to account for the revenues and expenditures by the Police Department from grant or other special revenue sources.

Staffing Details

NA

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



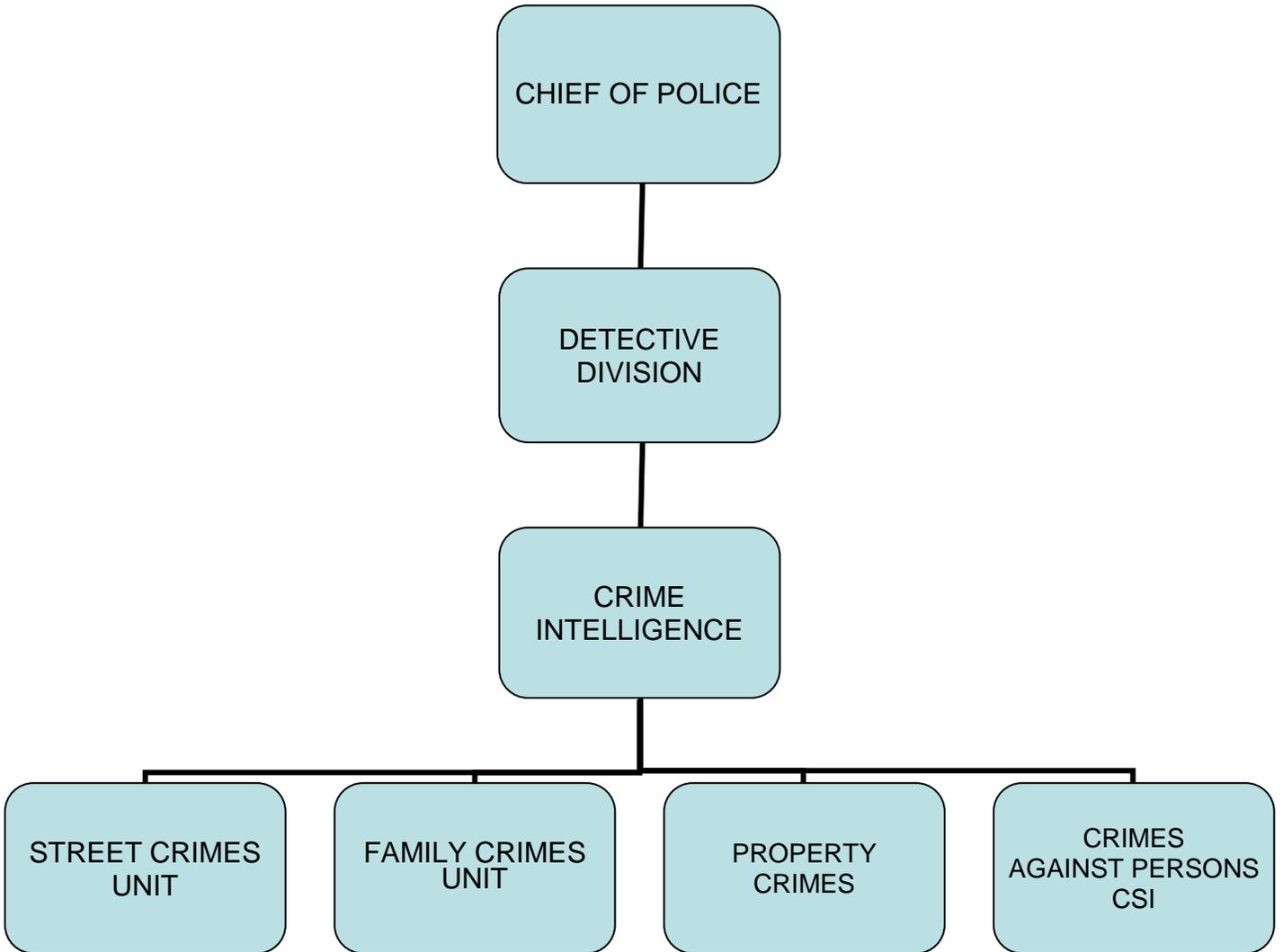
Expenditures:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Salaries & Wages	35,869	74,514	79,602	50,800
Employee Benefits	20,812	28,867	28,867	21,520
Materials/Supplies	32,107	12,500	42,929	12,500
Services	43,968	41,957	60,799	57,372
Capital Outlay	23,751	0	0	0
Total	156,507	157,838	212,197	142,192

Revenue Sources:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Charges for Services	16,613	20,280	15,159	20,280
Grants	137,043	103,240	173,184	106,018
Interest	492	475	475	475
Other Revenue	6,871	1,500	1,500	0
Other General Fund	(4,512)	32,343	21,879	15,419
Total	156,507	157,838	212,197	142,192

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 worked with other Local, State and Federal partners to expand cooperation to achieve crime reduction. The division also expanded the Electronic Crimes Unit and partnered with other local agencies.
- Personnel responsible for conducting criminal investigations which require specialized training to compile a professional, thorough, and precise case suitable to submit for prosecution. The division has been fortunate to receive funding through the budget process to assist with this expense.

Budget Challenges / Planned Initiatives

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

Performance Statistics

- | | |
|--------------------------------------|-----------------------------------|
| • Total Cases Reviewed - 17,090 | Cleared by Exception - 200 |
| • Total Cases Assigned - 3,292 | Closed by Arrest - 805 |
| • Referred to State Prosecutor - 971 | Referred to City Prosecutor - 456 |
| • Referred to Juvenile - 321 | Referred to Other - 118 |
| • Open - 804 | Unfounded - 194 |

DETECTIVE DIVISION

Program 2240

Program Description

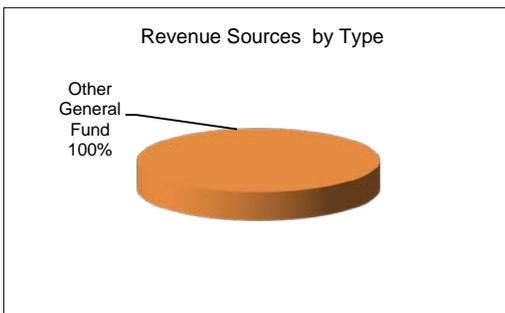
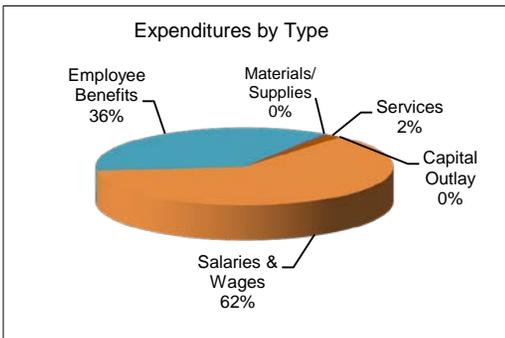
The Detective Division was formed to apprehend suspected offenders, assist in the prosecution of those individuals, and recover stolen property through the investigation of criminal acts that occur within the boundaries of the City. Detectives also provide assistance to the public, other law enforcement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

Staffing Details

Police Commander
 Police Captain
 Police Sergeant
 Police Officer
 Secretary

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
4	4	4	4
20	20	20	20
1	1	1	1
27	27	27	27

Operating Budget Summary



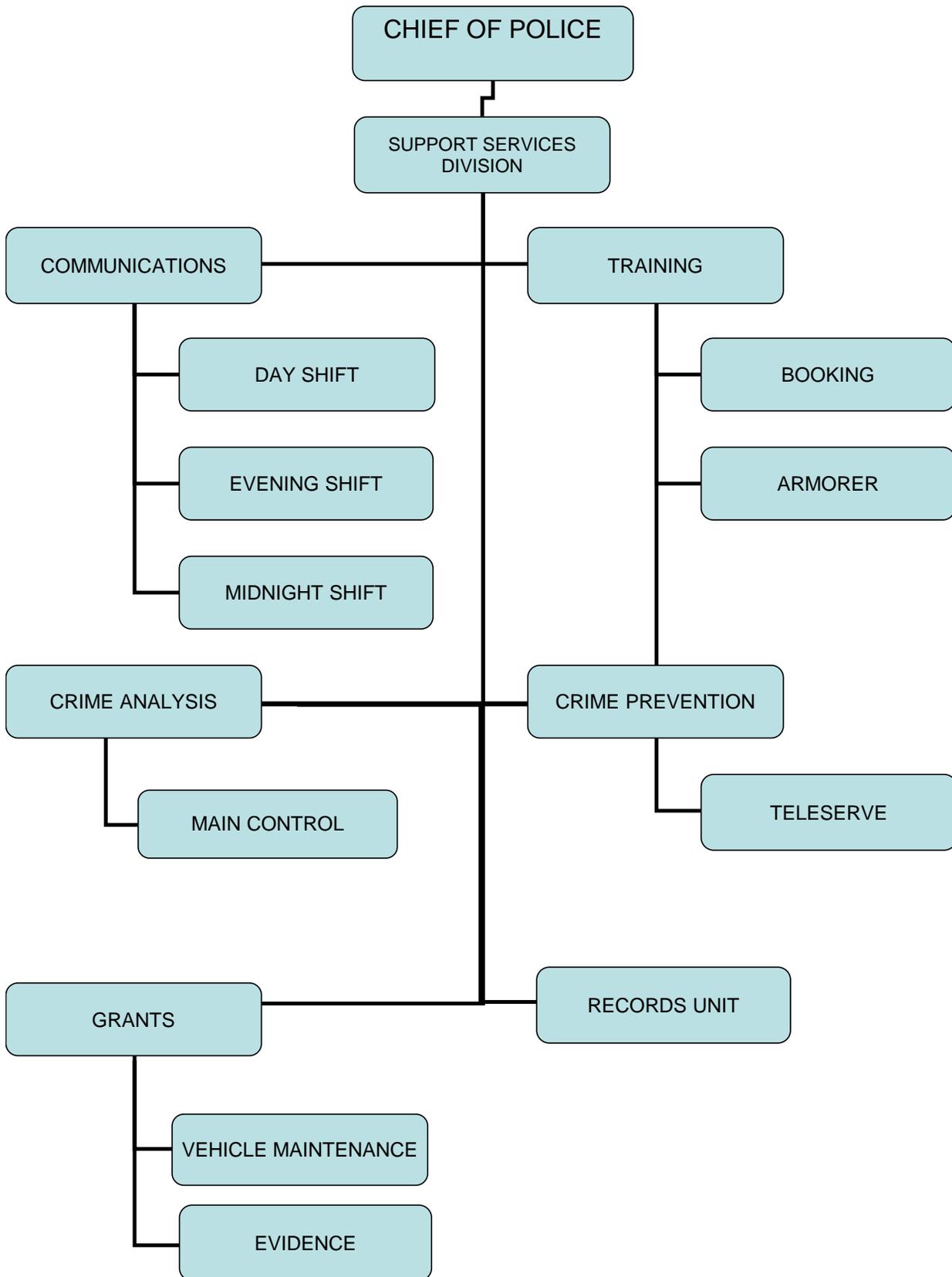
Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,622,359	1,575,334	1,575,334	1,561,511
Employee Benefits	831,196	818,695	818,695	898,145
Materials/Supplies	16,489	8,200	8,200	8,200
Services	36,204	69,380	69,380	47,380
Capital Outlay	0	0	0	0
Total	2,506,247	2,471,609	2,471,609	2,515,235

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Other General Fund	2,506,247	2,471,609	2,471,609	2,515,235
Total	2,506,247	2,471,609	2,471,609	2,515,235

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

- Purchased remaining licenses and handheld ticket writers for use with Municipal Court's Incode software
- Off-site exercise completed utilizing the Bug-Out-Box dispatching system
- Funding secured to purchase four new dispatch consoles
- Funding secured to support 911-for-Kids program through the Byrne Grant
- New bullet-resistant windows installed on two tall Communications Center windows
- New microfilm machine was purchased and installed
- Migration from Microsoft 7 to Microsoft Version 10 completed
- Continued use of Virtual Academy training to assist in meeting new POST requirements.
- 9-1-1 For Kids Education Program reached over 1,500 children in area schools, and hundreds of children visited the booth at numerous community events. Also expanded the Summer Youth Camp
- Implementation of Accurint software system to provide timely crime data

Budget Challenges/Planned Initiatives

- Upgrade New World CAD from version 10.2 to CAD Enterprise with completion by 4th quarter
- Interface with Municipal Court's Incode software with SJPD Records Management System with completion by 2nd quarter
- Developing a solution for radio system encryption (AES 256-bit) and acquisition of mobile/portable radios
- Expansion of Bug-Out-Box with two additional operator positions for Communications
- Secure funding to replace the three remaining aging consoles in Communications Center plus an additional console
- Secure funding to replace the Communications Center sound proof wall covering through partnership with the LEC Commission
- Secure funding for tower site improvements through the Public Safety Radio System Advisory Board partners

Performance Statistics

- Number of grants received in 2019 were 15, value of grants received \$105,959.
- Total number of new case reports by Records Unit 17,364
- Number of incoming 911 calls 56,788
- Number of calls on the non-emergency line 150,754
- Number of prisoners booked 4,213
- Neighborhood Watch Meetings in 87
- Citizen volunteer hours 1400
- Number of vehicle maintenance orders 1218
- Number of miles driven by SJPD fleet 1,061,732
- Number of citizen completing beverage server class 885

SUPPORT SERVICES

Program 2250

Program Description

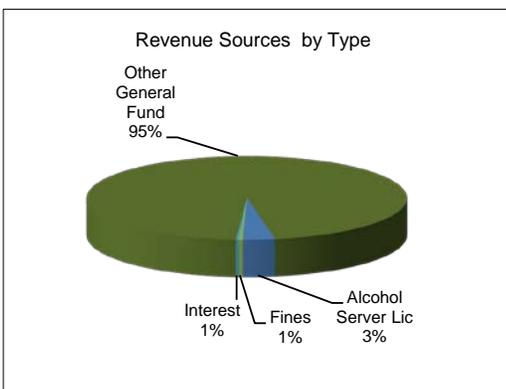
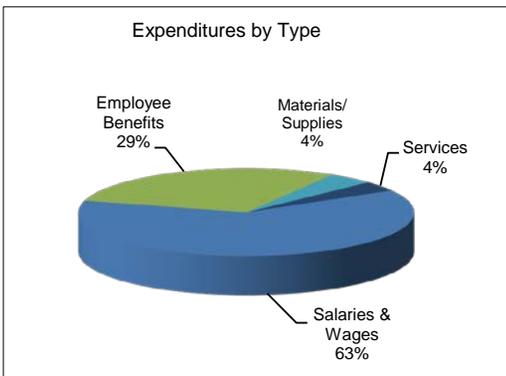
Staff enhance the crime fighting capabilities of the department by providing long-range planning and crime analysis intelligence to the department. It also educates the public in crime prevention and public education in areas such as police procedures and operational functions. The Police Commander in 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 2 PT / 1 PRN

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	3	3	3
1	1	1	1
4	4	4	4
1.5	1.5	1.5	1.5
10.5	10.5	10.5	10.5

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	517,146	521,110	521,110	517,640
Employee Benefits	250,934	245,387	245,387	241,947
Materials/Supplies	38,685	36,230	36,230	36,230
Services	24,657	30,700	30,700	30,700
Total	831,422	833,427	833,427	826,517

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Alcohol Server Lic	23,910	26,640	22,690	26,640
Fines	2,800	3,000	2,700	3,000
Interest	2,639	2,125	2,125	2,400
Other Revenue	215	0	695	0
Other General Fund	801,857	801,662	805,217	794,477
Total	831,422	833,427	833,427	826,517

TRAINING

Program 2260

Program Description

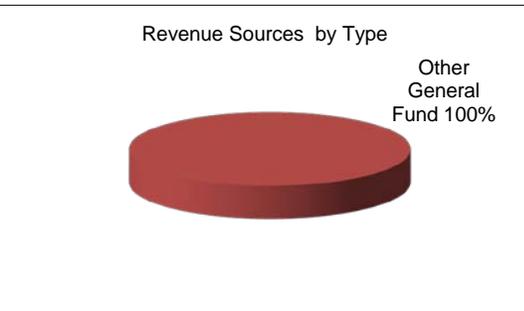
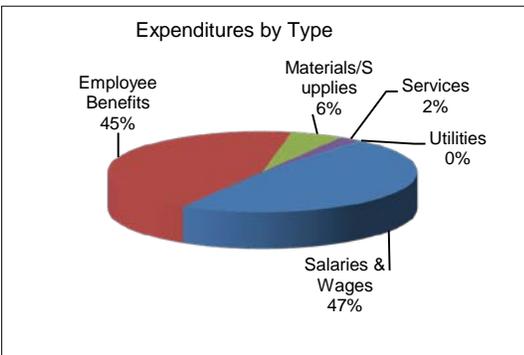
This Unit is responsible for in-service training, specialized seminars, and the mandated, Missouri Police Officers Standards of Training Commission (P.O.S.T.) training in order to provide skilled, professional public safety officers.

Staffing Details

Police Sergeant

2018-19	2019-20		2020-21
	Adopted	Estimated	Budget
Actual	Budget	Actual	Budget
1	1	1	1

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	62,152	70,075	70,075	75,510
Employee Benefits	73,420	71,901	71,901	70,797
Materials/Supplies	9,757	8,830	8,830	8,830
Services	5,429	3,790	3,790	3,790
Utilities	140	300	300	300
Total	150,898	154,896	154,896	159,227

Revenue Sources:

	2018-19	2019-20	2020-21
	Actual	Budget	Budget
Other General Fund	150,898	154,896	159,227
Total	150,898	154,896	159,227

VEHICLE MAINTENANCE

Program 2290

Program Description

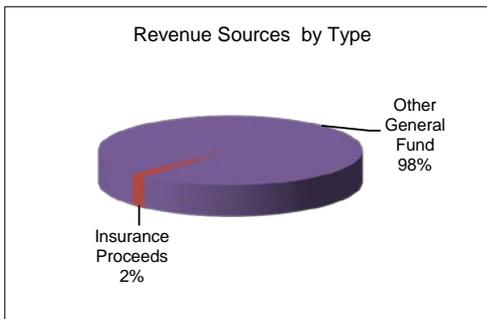
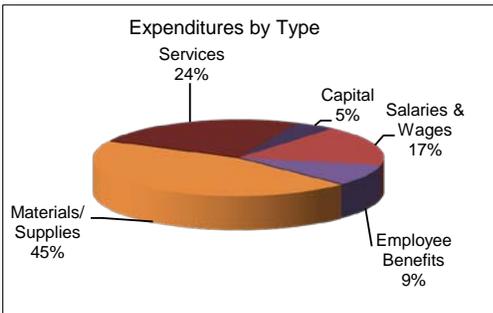
Staff maintain the police fleet in a state of good repair by conducting timely, comprehensive preventive maintenance checks. With the increase in the number of officers starting in FY2015, the number of vehicles in the fleet will increase. FY2018 fleet will consists of 49 marked and 41 unmarked vehicles,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

Staffing Details

Master Mechanic
Auto Mechanic

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Salaries & Wages	80,044	85,897	85,897	82,723
Employee Benefits	37,104	40,192	40,192	42,721
Materials/Supplies	196,150	214,855	214,855	214,855
Services	116,288	115,780	136,452	115,780
Capital	286,462	0	0	21,384

Total

Revenue Sources:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Insurance Proceeds	7,658	7,500	54,179	10,000
Other General Fund	708,389	449,224	423,217	467,463

Total

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Total	716,047	456,724	477,396	477,463
Revenue Sources:				
Total	716,047	456,724	477,396	477,463

COMMUNICATIONS

Program 2910

Program Description

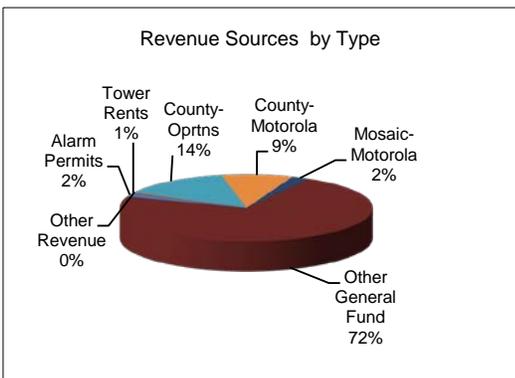
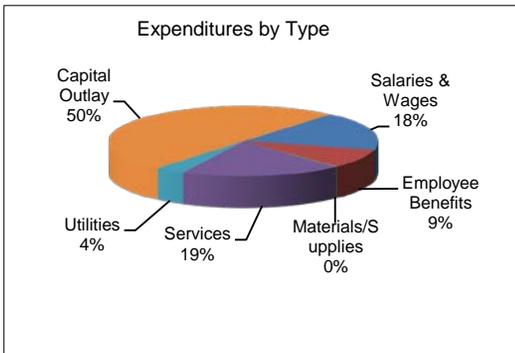
The police communications center ensures that accurate, clear and timely communication occurs between the public, the Police Department, the Fire Department, the ambulance service, the County Sheriff's Department and outlying fire districts by providing routine and emergency public safety communications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

Staffing Details

Police Captain
 Senior Communications Operator
 Communications Operator
 Public Safety Network Administrator
 Communication Operators 2 PT PRN

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
4	4	4	4
18	18	18	18
1	1	1	1
1	1	1	1
25	25	25	25

Operating Budget Summary



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	1,023,794	1,074,843	1,074,843	1,079,263
Employee Benefits	442,534	485,294	485,294	535,016
Materials/Supplies	10,240	12,870	12,870	13,870
Services	1,059,080	1,158,780	1,211,780	1,163,283
Utilities	15,965	21,000	21,000	21,000
Capital Outlay	0	0	0	216,000
Total	2,551,613	2,752,787	2,805,787	3,028,432
Revenue Sources:				
Alarm Permits	44,226	48,000	53,907	48,000
Tower Rents	16,134	16,100	16,691	16,700
Other Revenue	5,582	5,400	5,400	5,400
County-Oprtns	412,946	412,900	413,727	422,734
County-Motorola	276,246	281,500	269,801	275,000
Mosaic-Motorola	69,062	78,000	67,450	68,750
Other General Fund	1,727,417	1,910,887	1,978,811	2,191,848
Total	2,551,613	2,752,787	2,805,787	3,028,432

INFORMATION SERVICES

Program 2920

Program Description

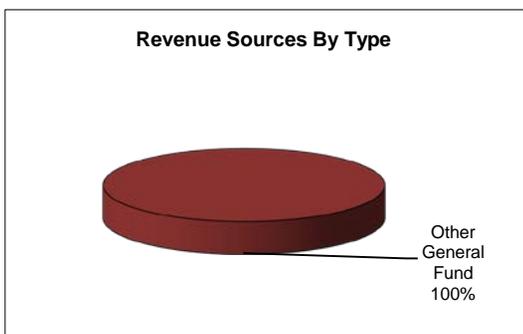
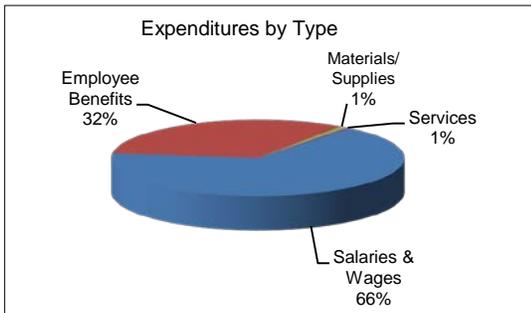
Staff provide direct and indirect support services to the various units of the Police Department as well as direct service to the public by maintenance of police records, teleserve and main control activities.

Staffing Details

Police Records Supervisor
 Evidence Property Manager
 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)

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
1	1	1	1
2	2	2	2
4	4	4	4
4	4	4	4
0.5	0.5	0.5	0.5
0.5	0.5	0.5	0.5
0.5	0.5	0.5	0.5
13.5	13.5	13.5	13.5

Operating Budget Summary



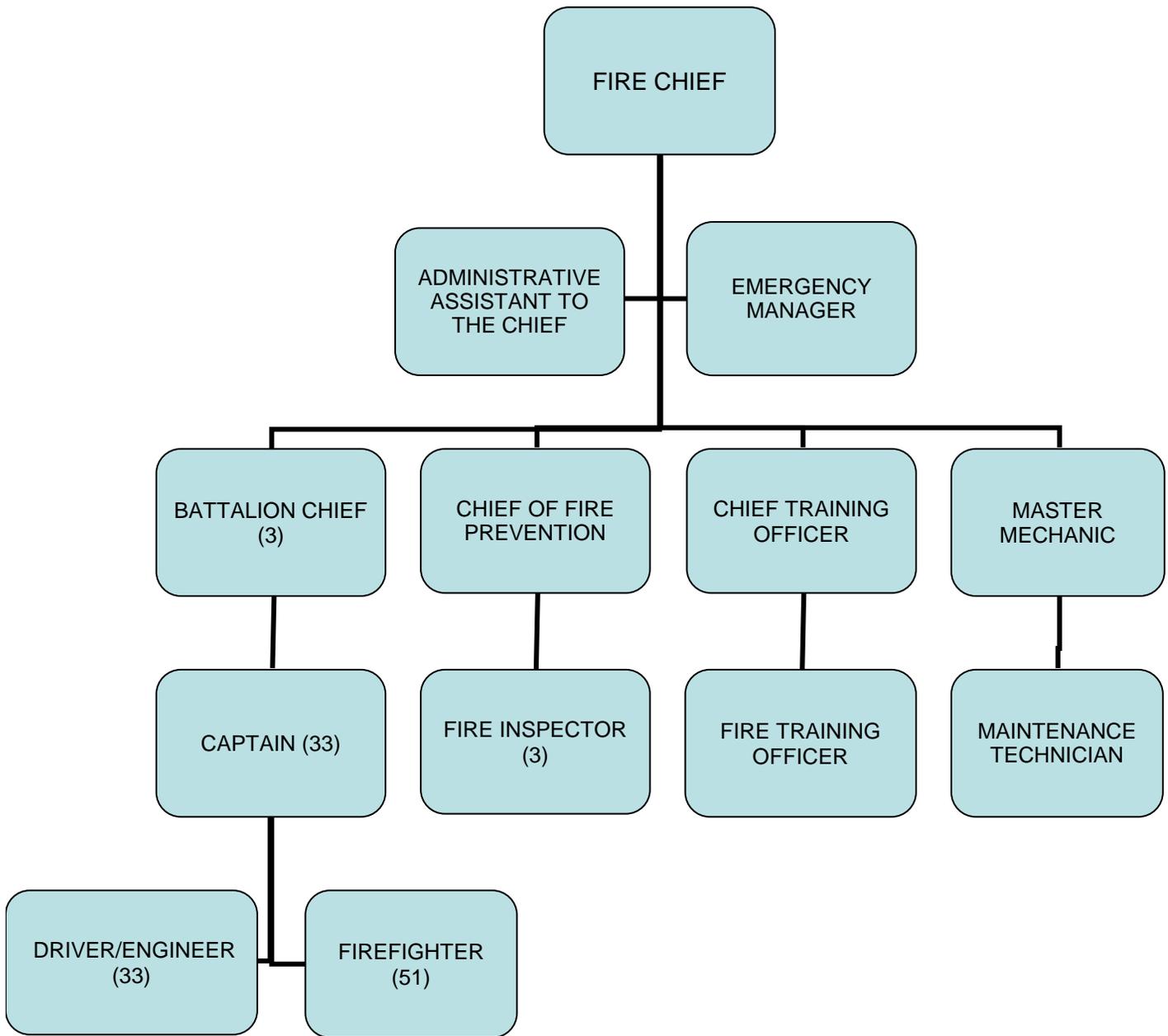
Expenditures:

Salaries & Wages
 Employee Benefits
 Materials/Supplies
 Services

2018-19	2019-20		2020-21	
	Actual	Adopted Budget	Estimated Actual	Budget
449,372	459,054	459,054	451,338	
200,860	214,772	214,772	224,365	
5,477	5,600	5,600	5,600	
5,145	5,490	5,490	5,490	
Total	660,855	684,916	684,916	686,793
Revenue Sources:				
660,855	684,916	684,916	686,793	
Total	660,855	684,916	684,916	686,793

Total
 Other General Fund

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 our third solar panel installation at Station 12 and activated the solar panels at Stations 9 and 11.
- Completed storm water improvements at Station 9 to improve storm runoff and drainage
- For the third year we were able to offer NFPA physicals to our firefighters. Physicals were done on site and included a visit with a doctor.
- We had 18 firefighters meet the "Fit as a Rookie" requirements of at least 100 hours of physical fitness and completion of a physical. All hours were logged in Target Solutions and count toward our ISO rating.
- Fire Department paramedics assisted the Health Department with their annual flu clinic and we provided EMS coverage at the Men's Major Fastpitch Tournament hosted by the Parks Department
- Fire Staff completed and presented to the Public Service Commission a safety standards response on sprinkler costs for new and existing businesses. This response was agreed to by the Fire Chiefs from St. Joseph, Jefferson City, Mexico, Joplin, Bolivar and the Missouri American Water Co.
- A collaborative effort between Missouri Western State University and the city resulted in the signing of a long-term lease for 10 acres of land directly across from the main campus for a future public safety complex.
- All fire stations now have LED lighting in the living quarters and bay areas. In addition, Headquarters received new HVAC controls, insulation and weather stripping.
- We received grants from the Missouri American Water Co., Enbridge Energy, and Firehouse Subs.
- Installed video security system at Headquarters to allow staff and firefighters to see who is coming in and monitor outside activities.

Budget Challenges/Planned Initiatives

- Continue to upgrade fleet through public safety funding.
- Pursue grants through various local, state, and national funding opportunities.
- Continue to implement additional methods and procedures to reduce cancer among our firefighters.
- Current radios are no longer able to be repaired and will need to be replaced in very near future
- Continue to review General Orders and Standard Operating Procedures with staff and Local 77.
- Work to maintain and improve our ISO rating by improving our training processes and station relocations.
- Continue efforts to acquire land for future addition to the Headquarters Station.
- Firefighter turnout gear is a major concern and we continue to work with Local 77 to improve the number of new and secondary sets of gear.
- SCBA life span is fast approaching. Our current air packs have about two years left of service. We are working with Local 77 on an AFG grant for new SCBAs.

FIRE ADMINISTRATION

Program 8350

Program Description

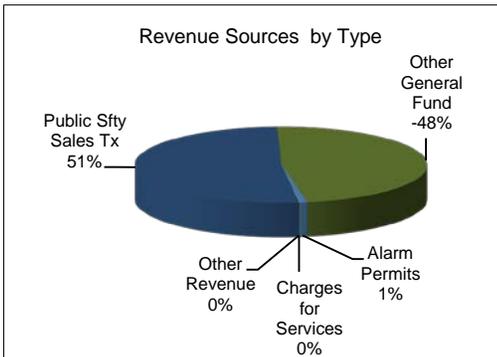
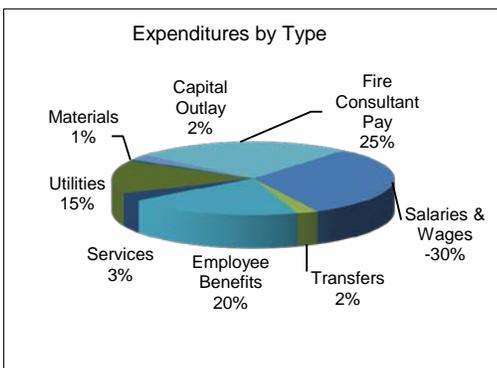
Fire Administration provides the leadership and vision for the Fire Department's fire protection and rescue services. Fire Administration manages programs in Fire Suppression, Fire Training, Fire Prevention and Fire Maintenance. Staff interacts with and ensures that the non-emergent needs of the business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

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

Salaries & Wages	161,067	(145,646)	(145,646)	(164,031)
Fire Consultant Pay	130,745	135,000	135,000	130,647
Employee Benefits	117,876	99,116	99,116	104,847
Services	21,734	26,407	21,001	17,625
Utilities	88,195	82,000	79,902	75,674
Materials	3,718	-4,775	4,750	4,750
Capital Outlay	0	0	0	0
Transfers	0	0	16,428	12,426

Total

Revenue Sources:

Alarm Permits	32,100	30,400	35,200	30,400
Charges for Services	3,171	3,000	5,871	3,000
Other Revenue	393	0	0	0
Public Sfty Sales Tx	2,187,032	2,007,218	2,068,185	2,073,204
Other General Fund	(1,699,361)	(1,848,516)	(1,898,705)	(1,924,666)

Total

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
523,335	192,102	210,551	181,938

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.

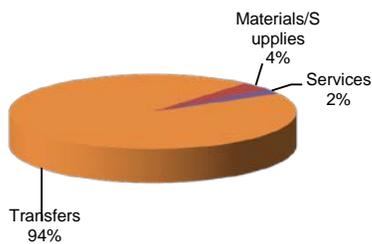
Staffing Details

NA

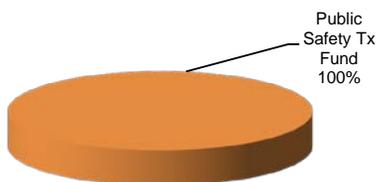
2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0
0	0	0	0

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Materials/Supplies	83,609	77,857	78,182	77,857
Services	44,584	50,325	0	50,325
Transfers	2,187,032	2,007,218	2,007,218	2,073,204
Capital Outlay	91,280	0	0	0
Capital Improvements	0	0	0	0
Total	2,406,505	2,135,400	2,085,400	2,201,386

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenue	1,200	1,200	0	0
Public Safety Tx Fund	2,405,305	2,134,200	2,085,400	2,201,386
Total	2,406,505	2,135,400	2,085,400	2,201,386

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 111
- 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 12451 calls, with almost 65% being medical.
- Fire crews completed almost 400 inspections last year.
- 18 firefighters completed voluntary fitness program--Fit as a Rookie. Completing over 100 hours of physical fitness and getting a physical.
- 20 firefighters attend ALERRT training and will be helping to teach Fire and Police active shooter response.
- Responded to 161 working structure fires that resulted in a loss of almost \$4.5 million.

Budget Challenges/Planned Initiatives

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

FIRE SUPPRESSION

Program 2510

Program Description

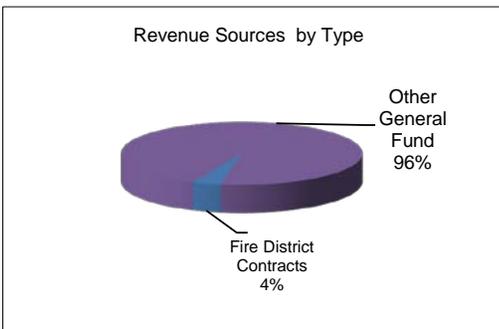
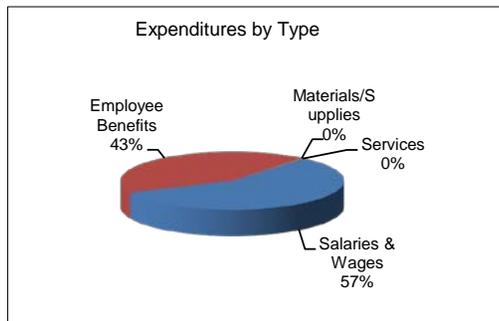
Fire Suppression personnel provide fire suppression, rescue, and emergency medical service to the City of St. Joseph and three Fire Protection Districts. Fire Suppression personnel provide non-emergent support to the public with fire prevention, festival medical care, and citizen assistance services.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

Staffing Details

Battalion Chief
 Fire Captain
 Driver/Engineer
 Firefighter

2018-19	2019-20		2020-21
	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

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
6,557,636	6,606,462	6,606,462	6,756,075
4,412,206	4,642,536	4,915,776	4,997,202
28,693	24,840	64,203	28,340
13,024	20,130	20,130	20,130
11,011,558	11,293,969	11,606,572	11,801,747
440,639	453,858	453,858	453,858
418	0	34,311	0
10,570,502	10,840,111	11,118,403	11,347,889
11,011,558	11,293,969	11,606,572	11,801,747

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.
- Conduct investigations concerning complaints made by citizens in the community.

Current Year Activity/Achievements

- Annual fire inspections/activities: 463 (includes inspections, walk-throughs, C of Os)
- Fire Prevention safety trailer was used at schools, residential care facilities, open houses for new fire stations and other venues and reached 1637 children and 308 adults. There were 64 additional fire prevention programs including Patches and Pumper robotic dog, Fire Prevention Month in area schools, career fairs, and community outreach programs.
- All inspectors attended various classes and symposiums including the following: Kansas City Arson Task Force,
- Inspectors maintained current certifications through CEUs. Additional certifications were also pursued and one Inspector earned National Pro Board Fire Instructor 1 and Fire Officer 1 certifications.

Budget Challenges/Planned Initiatives

- Continue to work with other departments to inventory, track, and improve our knowledge of vacant and abandoned structures.
- All Inspectors will be at least Inspector I certified through ICC.
- All Inspectors will remain certified as State of Missouri Fire Investigators.
- Obtain additional certifications: Certified Fire Investigator IAAI or PFFIA, ICC Plans Examiner, ICC Fire Marshal, and
- Continue to monitor progress at HPI in conjunction with Water Protection, EPA and MoDNR.

Performance Statistics

- 88 Annual inspections by Fire Inspectors (typically large industrial complexes)
- 136 Walk-through inspections
- 44 Sprinkler and alarm system inspections
- 94 Certificates of occupancy
- 103 Building plans review
- 28 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.

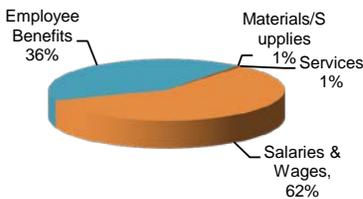
Staffing Details

Chief of Fire Prevention
 Fire Inspector

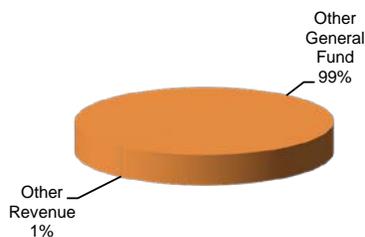
2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
3	3	3	3
4	4	4	4

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials/Supplies
 Services
 Capital Outlay

Total

Revenue Sources:

Other Revenue
 Other General Fund

Total

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
280,575	279,772	279,772	291,220
188,550	186,354	186,354	204,657
3,618	1,850	1,850	350
2,085	3,000	3,000	3,000
0	0	0	0
474,828	470,976	470,976	499,227
138	250	137	250
474,691	470,726	470,839	498,977
474,828	470,976	470,976	499,227

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-December.
- Working to improve use and number of users of NIXEL and IPAWS.
- Identified a site for an outdoor siren at the Heritage Park area near the riverfront.
- Applied for a grant to purchase a new weather alert siren.
- Participated in Great Shake Out drill as well as assisting with the Health Department's annual flu clinic.
- Completed SJ Leadership course.
- Continued with recovery efforts from the two federally declared flood disasters last spring.

Budget Challenges/Planned Initiatives

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

EMERGENCY MANAGEMENT

Program 2540

Program Description

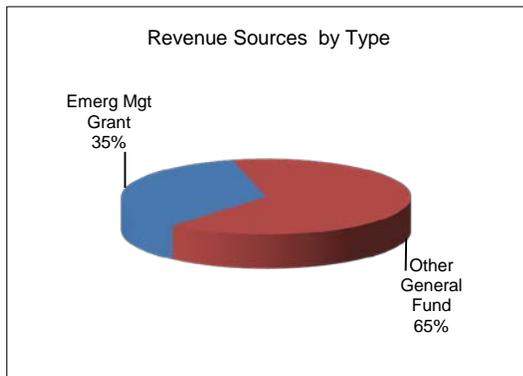
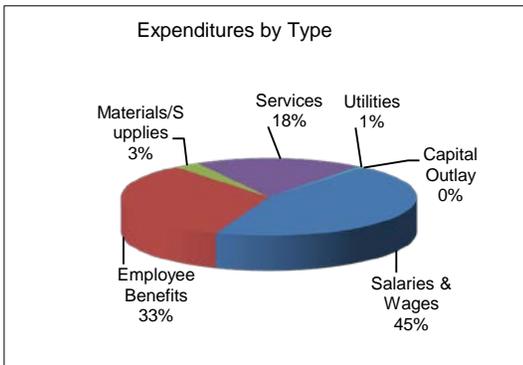
This division was established to track the revenue and expense relating to the Emergency Management grant the City receives from the State. The rest of the grant covers other E.M. expenses such as emergency communications' services at the Emergency Operations Center. Maintenance costs for the City's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

Staffing Details

Emergency Manager

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
1	1	1	1

Operating Budget Summary



Expenditures:

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

Total
Revenue Sources:
 Emerg Mgt Grant
 Other General Fund
Total

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
63,802	63,859	63,859	70,000
25,832	27,727	27,727	52,140
985	4,500	4,500	4,500
18,508	25,402	28,021	28,930
411	1,000	1,000	1,000
26,087	0	0	0
135,626	122,488	125,107	156,570
64,380	48,000	66,966	55,000
71,247	74,488	58,141	101,570
135,626	122,488	125,107	156,570

Fire Equipment Support

Mission

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

Core Services

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

Current Year Activity/Achievements

- Maintained a fleet of 11 front line fire trucks, including 2 ladders trucks, 2 Telesquirts, 2 heavy-duty rescue trucks, and 5 pumpers. Reserve fleet consists of 2 reserve pumpers and 1 Telesquirt.
- Maintained fleet of 16 light-duty trucks and cars including: 4 Prevention, 2 Training, 1 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.
- Both members attended and received certification for Pierce pump and multiplexing electrical training.
- Implemented a maintenance tracking system to increase productivity and cost tracking capabilities.
- Made call number changes to trucks and stations to help with new maintenance system and Communications Center system.
- Removed the plymovent systems at old Stations 9 and 11 and reinstalled at Station 12.
- We are currently working on the specs for a new pumper to replace Engine 12 at the St. Joseph Ave. location. The

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 replace Ladder 5 (this is scheduled in the current CIP).
- We need to continue with upgrades to our fire stations as well as working to make each station cleaner by restricting contaminants from entering the area.
- Need to continue maintenance for fire stations.
- Recent improvements by Schneider Electric will allow for centralized monitoring of the HQ HVAC system.
- We are pleased with our current mechanic and maintenance facility technician. They continue to do an excellent job of reducing down time for our front line trucks and repairing issues with our buildings.

FIRE EQUIPMENT SUPPORT

Program 2550

Program Description

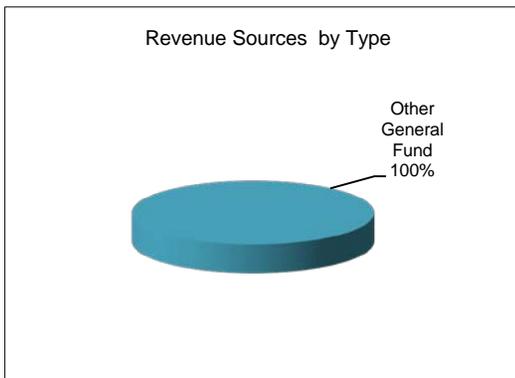
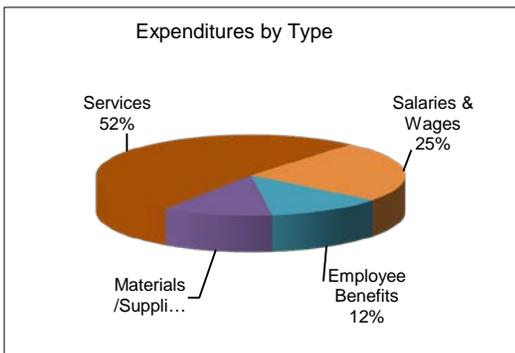
Fire Maintenance provides and/or ensures the proper maintenance of the Department's fire apparatus and staff car fleet. Fire Maintenance also procures and distributes fire station supplies as well as schedules, performs and/or ensures testing of Department ladders, aerial fire apparatus and fire pumps.

Staffing Details

Master Mechanic
Maintenance Technician

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

Salaries & Wages
Employee Benefits
Materials/Supplies
Services

Total

Revenue Sources:

Other Revenue
Other General Fund

Total

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
91,427	92,799	92,799	93,263
39,162	41,898	41,898	46,081
62,774	53,000	54,500	43,500
220,206	198,700	313,225	196,602
413,569	386,397	502,422	379,446
60	0	6,566	0
413,509	386,397	495,856	379,446
413,569	386,397	502,422	379,446

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 specialized training on Active Shooter, Run Hide Fight, Hydraulics and implemented monthly company training topics.
- Continued with a web-based training platform for all personnel to stay current with fire and ems topics. This system also helps track licenses and station activities.
- Continued with cancer prevention policies by continuing efforts to get nomex hoods exchange policy enforced and to keep contaminated gear clean and available.
- Upgraded truck hotspots to FirstNet.
- Assisted with new hire processing and training of 6 new firefighters in 2019.
- Continued to attend quarterly meeting with the communications group to address training, dispatch and occasional issues that arise 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.
- Trained with and replaced all nozzles on front line engines to provide more efficient firefighting.
- Served on Hillyard EMT/Fire Advisory Committee, and two state-level committees related to state firefighters.
- Improved crew accountability and scheduling by using new Crewsense software.

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 Eit 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

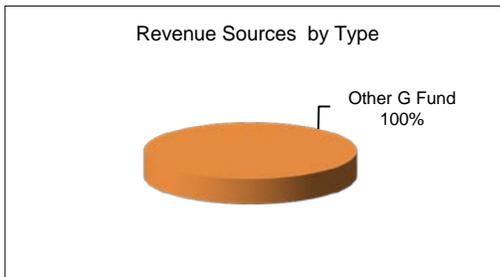
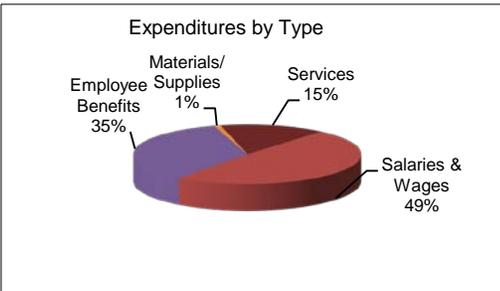
Training staff preserve and protect life and property of the citizens of St. Joseph and of the firefighting personnel themselves by developing skilled, professional fire personnel through fire protection, rescue, emergency medical, hazardous materials and terrorism training.

Staffing Details

Chief Training Officer
 Fire Training Officer

2018-19	2019-20		2020-21
	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

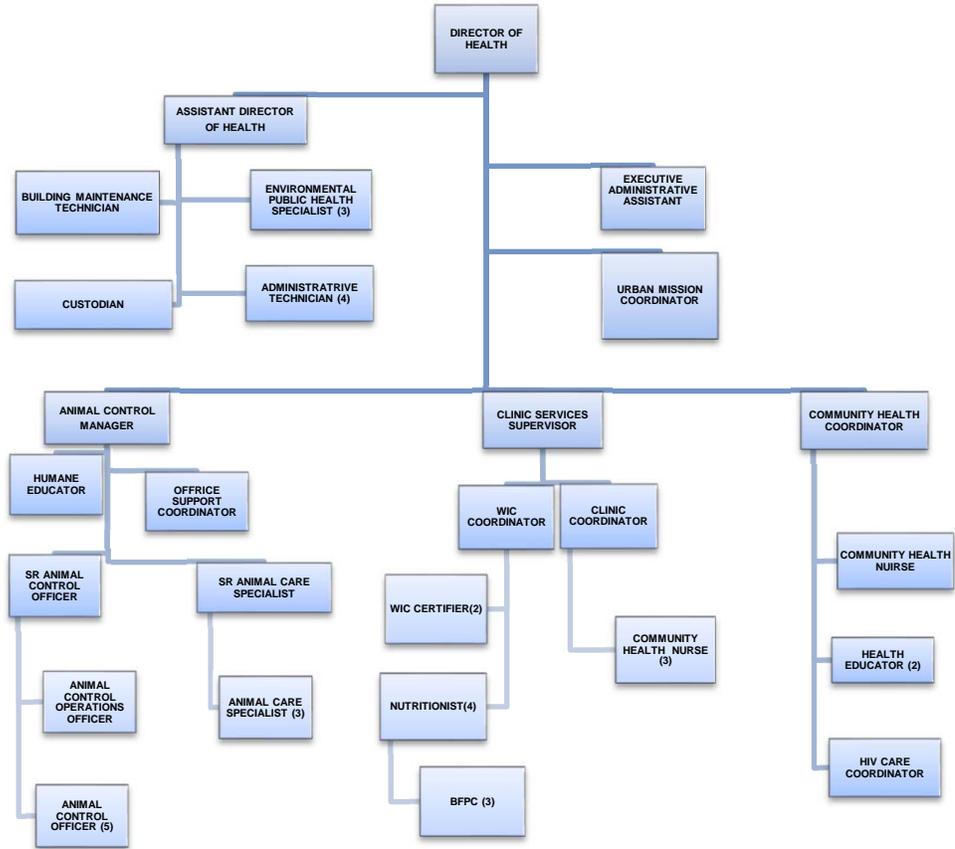
Revenue Sources:

Other Revenue
 Grants
 Other General Fund

Total

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
135,616	135,673	135,673	137,357
96,026	94,205	94,205	98,001
4,141	2,700	2,700	2,700
38,497	31,955	40,635	41,631
274,280	264,534	273,214	279,689
0	0	0	0
0	0	66,126	0
274,280	264,534	207,088	279,689
274,280	264,534	273,214	279,689

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.
- 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 110+ 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.
- Celebrated Public Health Week with several different community involved events and outings.
- Hosted the annual all-staff retreat at the Remington Nature Center with a focus on Cyber Security, Continuity of Operations, Fair and Impartial Treatment of Others.
- The Emergency Response Plan was updated for Patee Market Health Center.
- Five (5) Mental Health First Aid classes were held, training 56 new first aiders. Three (3) additional classes had been scheduled yet canceled due to weather.
- Staff serve on various boards such as, but not limited to the United Way, including Success by Six, Unmet Needs, Allocations, Housing Stability Taskforce and Leadership St. Joseph. Other groups include Buchanan County Community Organizations Active in Disaster, Crisis Intervention Team Council of Northwest Missouri, Drug Free Community Coalition, Local Emergency Planning Committee, KCMO Branch of International Association of Administrative Professionals (IAAP), Region H Healthcare Coalition, PEACE, Children/Youth Disaster: Pediatric Behavioral Health Work Group, MO Animal Control Association, Community Drug Council, NWMO Coalition for Roadway Safety, Opioid Task Force as well as others.
- Developed and initiated the Urban Mission Project in partnership with Mosaic Life Care, The Crossing, CAP St. Joe, Pivotal Point and the St. Joseph Police Department.
- Updated and expand the Emergency Operations Plan for Patee Market and the Animal Control & Rescue Shelter.

Budget Challenges/Planned Initiatives

- Contracts and grants, while amounts are consistently reduced, the application process has become more competitive. Also, Public Health funding at the Federal and state level waxes and wanes depending upon the current political climate, or presence of emerging health concerns at any given time.
- Patee Market Health Center continues to need ongoing maintenance and repairs. As several systems begin to reach the top end of their typical functional life, many maintenance technicians have informed staff of the need to begin planning for the replacement of some major building systems or their components. Staff worked with Engineering to complete an Energy Efficiency Audit which outlined a plan and replaced the aging HVAC system through a multi-year financing plan.
- Regular all-staff meetings will continue to be held, including an annual all-staff retreat, complimented by more concise quarterly meetings .

- The health department "Employee Internal Response Team" will continue meeting to identify areas for improvement of internal and external staff, patron and general facility safety, and staff training opportunities pertaining to safety practices. The team participants will take the lead during a crisis within the building to assist others to safety.
- Will continue participate with community boards and committees.
- Will continue with the Urban Mission Project (UMP) which will include regularly scheduled meetings with funded and unfunded partners.
- Will host quarterly individual meetings with funded UMP partners.
- Continue supporting the Patee Town Neighborhood Watch group.
- Develop a reporting mechanism and medium for data being produced by the UMP.

Performance Statistics

- The number of certified birth certificates issued was 5,555.
- The number of certified death certificates issued was 6,608.
- Funding from grants and contracts provided 22% of the budget revenues. Fees, Fines, Licenses and Permits accounted for 12% of total revenue.

HEALTH ADMINISTRATION

Program 8370

Program Description

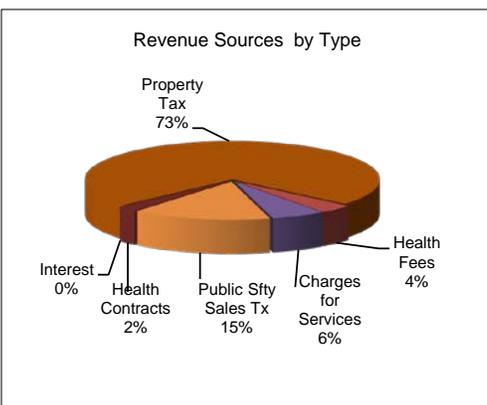
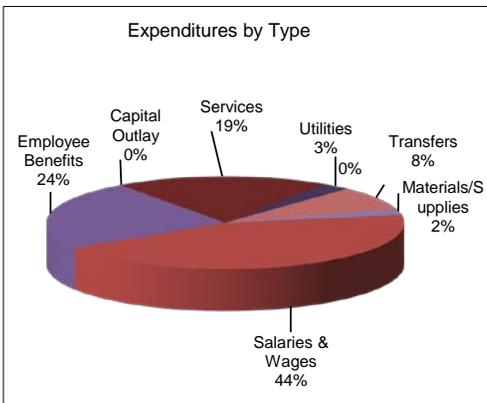
Provides administrative services and management support to all health programs through planning, evaluation, budgeting, coordination, vital records management, facility maintenance and issue monitoring and response. Ensures enforcement of State and City laws relating to public health and sanitation for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

Staffing Detail

Director of Public Health
 Assistant Director of Public Health
 Administrative Specialist
 Urban Mission Project Coordinator
 Executive Administrative Assistant
 Administrative Technician
 Building Maintenance Technician
 Custodian

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
1	1	1	1
1	0	0	0
0	0	1	1
1	1	1	1
4	4	4	4
1	1	1	1
1	1	1	1
10	9	10	10

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	455,281	339,316	421,958	410,680
Employee Benefits	211,649	192,021	242,878	227,197
Materials/Supplies	19,063	(4,529)	30,867	18,870
Services	235,447	237,084	298,407	182,025
Utilities	35,099	39,930	33,253	23,848
Capital Outlay	19,571	0	0	0
Transfers	0	0	78,120	78,120
Total	976,110	803,821	1,105,484	940,740
Revenue Sources:				
Health Fees	149,670	130,050	135,050	130,000
Charges for Services	251,257	209,217	480,721	207,371
Public Safety Sales Tax	485,771	470,036	470,036	531,332
Health Contracts	73,404	73,404	74,900	76,594
Interest	1,210	130	1,130	800
Hlth Prop Tx & GF	2,520,365	2,498,387	2,603,757	2,541,985
Other	6,877	0	0	0
General Fund - Other	(2,512,446)	(2,577,403)	(2,660,110)	(2,547,342)
Total	976,110	803,821	1,105,484	940,740

PUBLIC SAFETY - HEALTH

Program 6795

Program Description

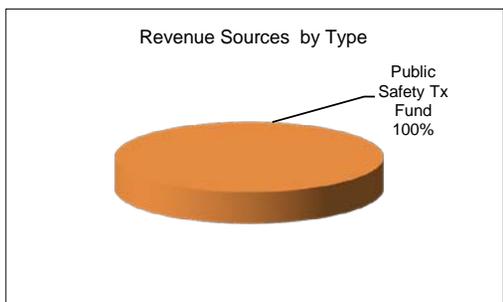
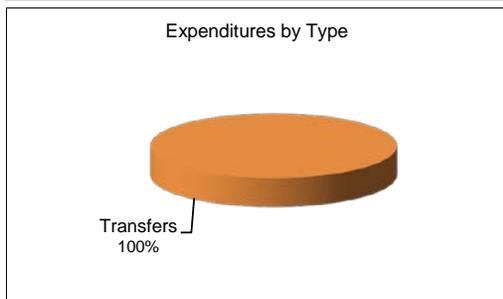
This program is funded totally through the 1/2 cent Public Safety Tax. Expenditures are concentrated in one area - transfer to the Health Department in the General Fund to cover the wage enhancements implemented as a result of the 2013 Compensation Study.

Staffing Detail

NA

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0
0	0	0	0

Operating Budget Summary



Expenditures:

Transfers

Total

Revenue Sources:

Public Safety Tx Fund

Total

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
485,771	470,036	470,036	531,332
485,771	470,036	470,036	531,332
485,771	470,036	470,036	531,332
485,771	470,036	470,036	531,332

Health Clinics

Mission

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

Core Services

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

Current Year Activities/Achievements

- There was no change in the allocation to the Social Welfare Board. The health department supplied the Social Welfare Board (SWB) with \$489,742.00 along with space, utilities and some supplies. An additional \$51,000.00 was provided to the SWB for mental health referrals and administration of such.
- Staff managed several LTBI and TB clients with Daily Observation Therapy.
- American Heart Association CPR/AED and First Aid classes are offered on a regular basis.
- Basic Life Saving CPR/AED classes for health care professionals are offered on an as requested basis. 14 classes were offered in 2019 with 37 participants.
- Prenatal Services saw 320 women for pregnancy testing or with proof of pregnancy. Of those, 288 received temporary pregnancy Medicaid.
- Immunization for Flu Vaccine: 1,259 doses of flu vaccine were administered.
- Over 380 flu shots were administered at six different outreach clinics targeted to the most vulnerable population.

Budget Challenges/Planned Initiatives

- There continues to be a gap of need in the community to allow for CPR/AED and First Aid classes and training with a reasonable cost for the client. There was an increase in the cost for CPR classes by American Heart Association for all providers.
- The CPR/AED classes continue to be successful. The health department has maintained a reasonable cost option for the general public.
- 2019 the health department staff provided the city employees with their flu shots; a total of 184 shots were given. It is hoped that we will continue and grow this service.

- A new program was started and hopes to continue in the Tuberculosis program allowing eligible participants to use electronic Direct Observed Therapy for their medication. This allows a more efficient use of time for the client and the clinic nurse.
- In 2019 the clinic hired two new nurses to fill vacancies. This allowed for restructuring. All nurses are in the process of being cross-trained for redundancy purposes.
- The clinic was given a lead care analyzer. Once training has been completed on its use, the clinic plans to utilize the system for maximum efficiency.

Performance Statistics

- Children and adults immunized: 2,741
- Immunizations given: 4,990
- Tuberculin skin test screenings: 530
- LTBI and active TB medications given: 320
- Communicable disease investigation and follow-up: 176
- Pregnancy tests and proof of pregnancy: 320
- Prenatal case management contacts (office/mail/phone calls): 1,221
- Temporary Medicaid assistance forms issued: 288
- Childhood lead case management (new and discharged): averaged 113 participants per month.

CLINIC SERVICES

Program 6710

Program Description

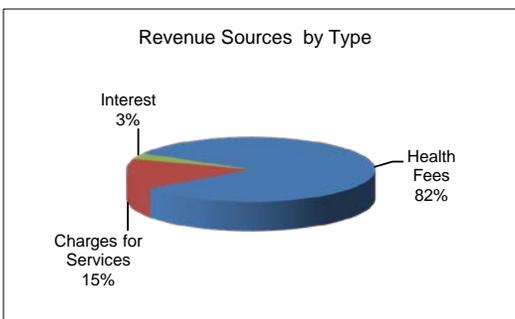
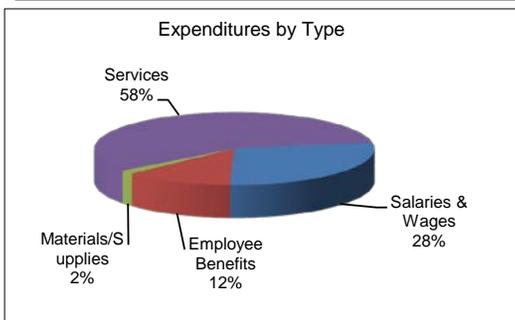
To provide the citizens of the City of St. Joseph and Buchanan County with health care programs promoting prevention activities such as immunizations, health education, maternal and child care, pregnancy testing, etc. Staff work collaboratively with other agencies to establish a local area health care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

Staffing Detail

- Clinic Supervisor
- Clinic Coordinator
- Community Health Nurse

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
3	3	3	3
5	5	5	5

Operating Budget Summary



Expenditures:

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

Total

Revenue Sources:

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

Total

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
290,349	272,972	273,575	274,150
118,052	118,150	117,669	121,473
23,772	17,900	12,900	15,900
561,753	558,083	559,573	558,083
993,925	967,105	963,717	969,606
39,877	47,400	40,765	46,900
40,723	9,758	6,675	8,758
1,733	1,755	1,620	1,745
0	0	142	0
911,592	908,192	914,515	912,203
993,925	967,105	963,717	969,606

Community Health Services

Mission

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

Core Services

- Provide a safe and comfortable environment for the STI (Sexually Transmitted Infections) clinic.
- Complete transit disability certifications/RIDE.
- Provide health education and outreach to businesses, schools, social service agencies and other community partners.
- Provide case management services to those living with HIV.
- Facilitate monthly meetings for the Buchanan County Opioid Task Force and activities with key stakeholders.
- Continue social media campaigns.
- Provide public information to the media regarding public health.

Current Year Activities/Achievements

- Counseling, testing and referral services for HIV, STI's and rapid Hepatitis C are offered Monday –Friday.
- Free rapid HIV and Hepatitis C testing was offered in the community at PRIDE 2019, Project Homeless Connect, Family Guidance Center, St. Kolbe Puckett Center for Healing, New Horizons Metro Treatment Center, area shelters, MWSU, NWMU and the Open Door Food Kitchen.
- HIV Case Management is a voluntary program for persons living with HIV in NWMO. Consumers are linked to medical care, insurance, medications, health education, partner risk reduction and support. A key goal of the program is viral load suppression allowing consumers to live well with HIV and for women who are pregnant to have HIV negative babies.
- Transit Disability applications and certifications are processed for consumers of RIDE.
- Health educators work to promote health wellness and safety for infants, children, youth and adults in local schools, area universities, Buchanan County Juvenile Office, Probation and Parole, Albany Regional Center and general audiences.
- New condoms distribution sites doubled from 2018 to 2019 per the Center for Disease Control and Prevention (CDC) initiative to reduce exposure to STI's and HIV.
- In 2019 the Buchanan County Opioid Task Force hosted a second Opioid Summit in July. The multiagency group addressed education, prevention and treatment guidance in response to the epidemic.
- Maternal Child Health program oversight moved from the health department's Clinic Division to Community Health Services Division in July 2019.
- 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.

Budget Challenges/Planned Initiatives

- Level funding has been provided from the federal government through the Missouri Department of Health and Senior Services for HIV/STI prevention, HIV case management and maternal child health activities with ongoing increases of need by the community.
- Lost revenue potential for STI testing and counseling without the expansion of Medicaid in Missouri.
- Legalizing needle exchange without funding is a barrier to reducing new cases of Hepatitis C.
- General education program has been reduced due to budgetary limitations.
- Maintaining Facebook page with useful, relevant health information.

Performance Statistics

- HIV/STI office visits: 376
- HIV/HEP C rapid tests administered: 272 with 57 positive screening results.
- Children, youth and adults attending health promotion and prevention outreach: 3,490.
- 301 urine tests for Gonorrhea and Chlamydia were run with 78 positive results.

- Number of free condoms given away: 4,600
- HIV case managers provided education to 66 unduplicated clients on Undetectable=Untransmittable (U=U) campaign.
- New transit disability certifications processed: 128; renewals are now completed at the transit office.
- Issued 26 press releases; completed 115 media contacts.
- Successfully updated the health department's Facebook page to share public health information via 227 posts and 89,672 page-follower reaches.

COMMUNITY HEALTH SERVICES

Program 6720

Program Description

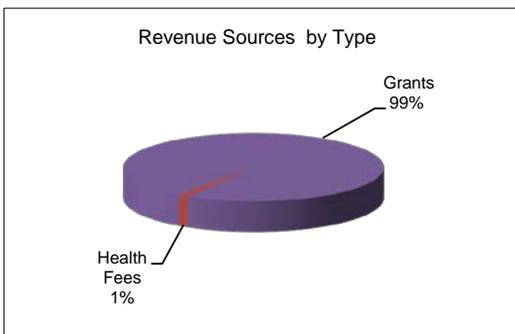
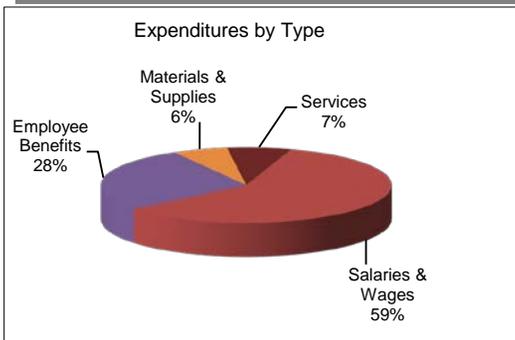
Staff works to prevent and control the spread of HIV/STD infections and to provide services and outreach to support those infected within northwest Missouri. They work with the network of community groups, agencies and providers to coordinate services for clients infected with HIV as well as to educate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

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
1	2	2	2
1	1	1	1
1	1	1	1
4	5	5	5

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Total

Revenue Sources:

Health Fees
 Grants
 Other Revenue
 General Fund - Other

Total

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
207,055	254,929	254,929	258,501
88,735	118,897	123,084	121,540
10,709	26,990	37,984	26,855
15,032	37,940	34,527	31,155
321,530	438,757	450,525	438,050
2,808	2,650	2,550	2,650
203,992	195,707	196,178	195,707
300	0	0	0
114,430	240,400	251,797	239,693
321,530	438,757	450,525	438,050

WIC

Mission

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

Core Services

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

Current Year Activities/Achievements

- The City of St. Joseph continues to operate a satellite clinic in the obstetrics unit at MOSAIC Life Care Hospital on Tuesday and Thursday from 8 am - noon. This site provides bedside promotion, certification, and breastfeeding support services for mothers who have recently delivered and their newborn infants.
- Breastfeeding support line available for assistance 7 days per week, 7am - 9 pm.
- Collaborate with MOSAIC Life Care Hospital for breastfeeding support group twice weekly.
- Breast pump loan program for WIC and non-WIC participants.
- The breastfeeding peer counselors and peer counselor coordinator are active members of the Missouri Breastfeeding Coalition and local Breastfeeding Task Force.
- Assist businesses in the obtaining Breastfeeding Friendly Worksite and Breastfeeding Friendly Child Care Facility recognition.
- Maintain designation as a Breastfeeding Friendly WIC Clinic.
- Celebrate World Breastfeeding Week and Black Breastfeeding Week in collaboration with many other agencies, providing
- In an atmosphere of statewide WIC caseload declines, the St. Joseph WIC caseload has met and exceeded the targeted caseload goal every month of the first quarter for the WIC fiscal year (October - December 2019).
- In an effort to minimize client obstacles and increase WIC accessibility, walk-in services were opened in addition to the scheduled appointments.

Budget Challenges/Planned Initiatives

- As caseload continues to decline across the State, City of St. Joseph WIC will strive to meet contracted average monthly caseload of 1,750 participants.
- The Healthy, Hunger-Free Kids Act of 2010 mandates the implementation of an electronic benefits issuance (EBT) for WIC benefits by October 1, 2020. In 2020, the City of St. Joseph WIC will convert from the paper check system of benefit issuance to EBT. <https://health.mo.gov/living/families/wic/ewic/index.php>
- Increase the rate of women on WIC with the City St. Joseph who have ever breastfed their infant(s) from 70.9% to 71.9%.
- Maintain Breastfeeding Friendly WIC Clinic status.
- In continuing efforts to increase efficiency, the WIC staff will transition to a medical model clinic flow which will aim to bring the service (staff) to the client instead of the other way around.

Performance Statistics

- Average participant count was 1,705 per month; 20,459 contacts for the year which included 5,567 women, 5,966 infants and 8,926 children
- 87,660 WIC checks were printed for \$2,116,951 in WIC supplemental foods.
- Percentage of women on WIC with the City of St. Joseph who ever breastfed their infant was 70.9%.

WIC Program 6780

Program Description

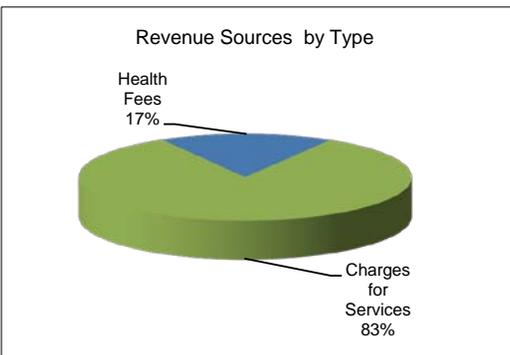
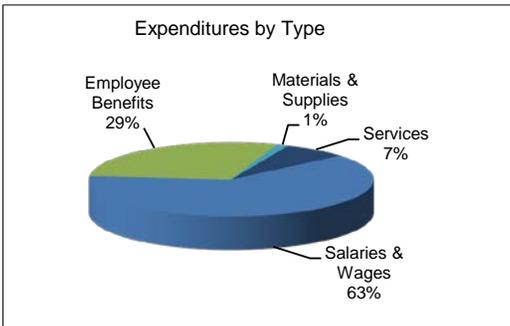
The program promotes the health of low-income women, infants and children (WIC) through a federally funded nutrition education and food provision program with integration and coordination from other programs. All clients must meet income guidelines and have a qualifying medical condition for program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

Staffing Detail

WIC Coordinator
 Nutritionist
 WIC Clerk
 BFPC Funded 3 PT

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
3	4	4	4
3	2	2	2
1.5	1.5	1.5	1.5
8.5	8.5	8.5	8.5

Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Services

Total

Revenue Sources:

Health Fees
 Charges for Services
 Other Revenue
 General Fund - Other

Total

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
297,522	326,464	394,539	330,370
125,980	146,166	150,422	151,523
6,621	7,137	5,290	7,137
31,803	36,503	33,915	38,478
461,926	516,270	584,166	527,508
83,402	80,000	93,820	80,000
368,412	353,079	397,817	393,921
1,949	100	1,327	0
8,163	83,091	91,202	53,587
461,926	516,270	584,166	527,508

Environmental Health & Food Safety

Mission

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

Core Services

- Provide routine, follow-up, complaint, pre-opening walk-thru, seasonal, temporary event, and/or final inspections of all food, lodging, childcare and tattooing establishments, and swimming pools and spas, to ensure environmental code standards are met.
- Provide public education on many topics such as, but not limited to food safety, mold control, precautions against vector-borne diseases, bedbug and other pest control, and more.
- Collect and verify documentation necessary to obtain a tattooing artist card.
- Coordinate and investigate environmental health issues such as, but not limited to, suspected food contamination, surfacing sewage, air quality concerns, odor complaints and the 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 handlers training available each month in a basic and advanced course version.
- EPHS staff have successfully integrated childcare sanitation inspection into their task load. Childcare inspections are completed for state licensed facilities in St. Joseph and Buchanan County.

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.
- Per a Missouri Department of Health and Senior Services initiative, staff will begin working alongside state level Environmental Public Health Specialist Staff.

Performance Statistics

- Total number of inspections for food/drink establishments (routine, follow-up, complaint, temporary event inspections, truck wrecks and fires): 1,553 (18 temporary events resulted in 519 temporary event inspections)
- Total number of other inspections & contacts (pre-opening walk-thru, plan review final inspections, educational visits, etc.): 341
- Total number of lodging inspections (routine, follow-up and complaint): 40 (17 of these were responses to complaints.
- Total number of public & semi-private pools & spas inspected (routine, follow-up and complaint): 42. There were no fatal accident investigations completed.
- Total number of OWTS (septic system) permitted: 18. Total number of site visits completed during construction/installations: 30

- Total number of complaint investigations (surfacing sewage/illegal installation): 2
- Total number of tattoo artists licensed: 16. Total number of tattoo establishments inspected and licensed: 7. Temporary tattooing event: 1; Temporary Event Inspections: 8
- Total number of investigations for air quality complaints: 2
- Total number of food handler courses taught: 8 (7 basic courses; 1 advanced). Total number of food handler participants educated: 89 (86 basic level; 3 advanced level)
- Total number of childcare sanitation inspections completed (routine, follow-up): 46

ENVIRONMENTAL HEALTH & FOOD SAFETY

Program 6920

Program Description

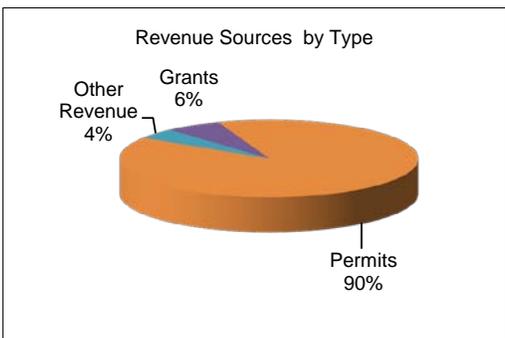
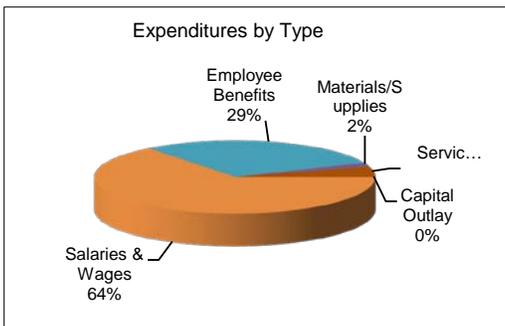
Environmental specialists ensure that all food, drink, lodging and childcare establishments and swimming pools meet environmental and safety codes through aggressive inspection programs, in order to safeguard public health and safety. Environmental health issues such as noxious odor complaints, Missouri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

Staffing Detail

Environmental Public Hlth Specialist

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
3	3	3	3
3	3	3	3

Operating Budget Summary



Expenditures:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Salaries & Wages	148,287	148,356	148,356	149,098
Employee Benefits	61,769	66,333	66,033	67,217
Materials/Supplies	3,222	6,370	6,400	3,970
Services	9,828	14,460	12,865	10,960
Capital Outlay	25,514	0	0	0
Total	248,619	235,519	233,654	231,245

Revenue Sources:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Permits	95,235	94,349	93,759	93,979
Other Revenue	4,559	4,800	4,556	4,550
Grants	7,075	8,395	6,291	6,350
General Fund - Other	141,750	127,975	129,048	126,366
Total	248,619	235,519	233,654	231,245

Animal Control and Rescue

Mission

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

Core Services

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

Current Year Activities/Achievements

- Implemented Pethub high-tech digital licensing tags which allows the public to register their tags online using a QR code.
- Held five (5) city-wide rabies vaccination and pet registration clinics.
- Continue the canine enrichment program for shelter dogs to reduce stress and behavioral issues. Continue planning a feline enrichment program for the shelter cats.
- Hosted Howlupalooza 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 Girl Scouts, educational outreach, and more. Also continue to teach the No More Bullying curriculum from Wayside Waifs at the St. Joseph public and private schools to 3rd, 4th, and 5th graders.
- Support the Friends of the Animal Shelter with their capital campaign for a new shelter.
- Continue the Digs for Dogs program through an ASPCA Anti Cruelty grant provided new and used doghouses and other supplies to dog owners in need.
- Partnered with Boehringer Ingelheim for the Partners in Protection Program, providing free flea and heartworm prevention to all shelter animals.
- Executed an adoption incentive grant which offered low cost adoptions to the community ultimately impacting 644 dogs and 664 cats.

Budget Challenges/Planned Initiatives

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

Performance Statistics

- Total number of dogs received: 1,743; 911 of which were strays. 1,523 impounded dogs were adopted, redeemed or placed at a rescue.
- Total number of cats received: 1,625; 1,152 of which were strays. 886 impounded cats were adopted, redeemed or placed at a rescue.
- Total number of complaints investigated: 7,234 Total number of citations issued: 1,167 or 16%
- Total number of public education programs: 252
- Total number participants at the annual rabies clinics: 887
- Total number of rabies specimens submitted to the lab: 72; 0 confirmed positive for rabies virus
- Total number of animal licenses sold: 6,711
- Total number of dog park memberships sold: 714
- Total volunteer hours contributed: 3,017

ANIMAL CONTROL & RESCUE

Program 6930

Program Description

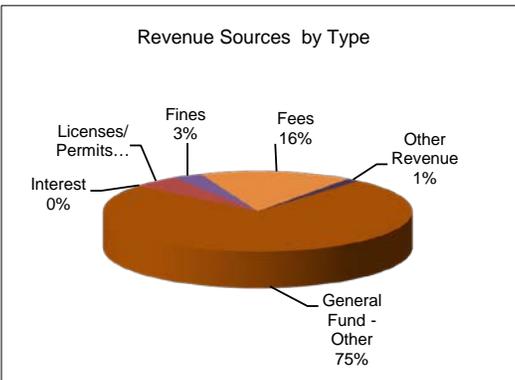
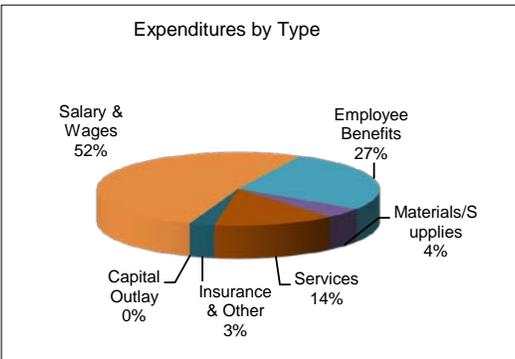
Animal Control officers provide protection for all animals against inhumane treatment and protect the public from diseased and vicious animals through education and complaint investigation. Staff operate the City's animal shelter

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

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
0	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	5	5	5
3	3	3	3
12	14	14	14

Operating Budget Summary



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salary & Wages	528,335	541,675	541,675	542,776
Employee Benefits	250,555	273,730	273,730	281,866
Materials/Supplies	92,762	49,450	83,986	48,150
Services	64,387	113,706	105,679	146,156
Insurance & Other	28,665	30,020	24,100	30,020
Capital Outlay	0	0	45,500	0
Total	964,704	1,008,581	1,074,670	1,048,969
Revenue Sources:				
Licenses/Permits	57,891	50,500	56,920	50,500
Fines	37,157	32,000	36,000	32,000
Fees	77,042	111,040	115,320	168,040
Grants	3,000	0	0	0
Interest	350	630	500	630
Other Revenue	94,392	14,400	60,800	14,400
General Fund - Other	694,873	800,011	805,130	783,399
Total	964,704	1,008,581	1,074,670	1,048,969



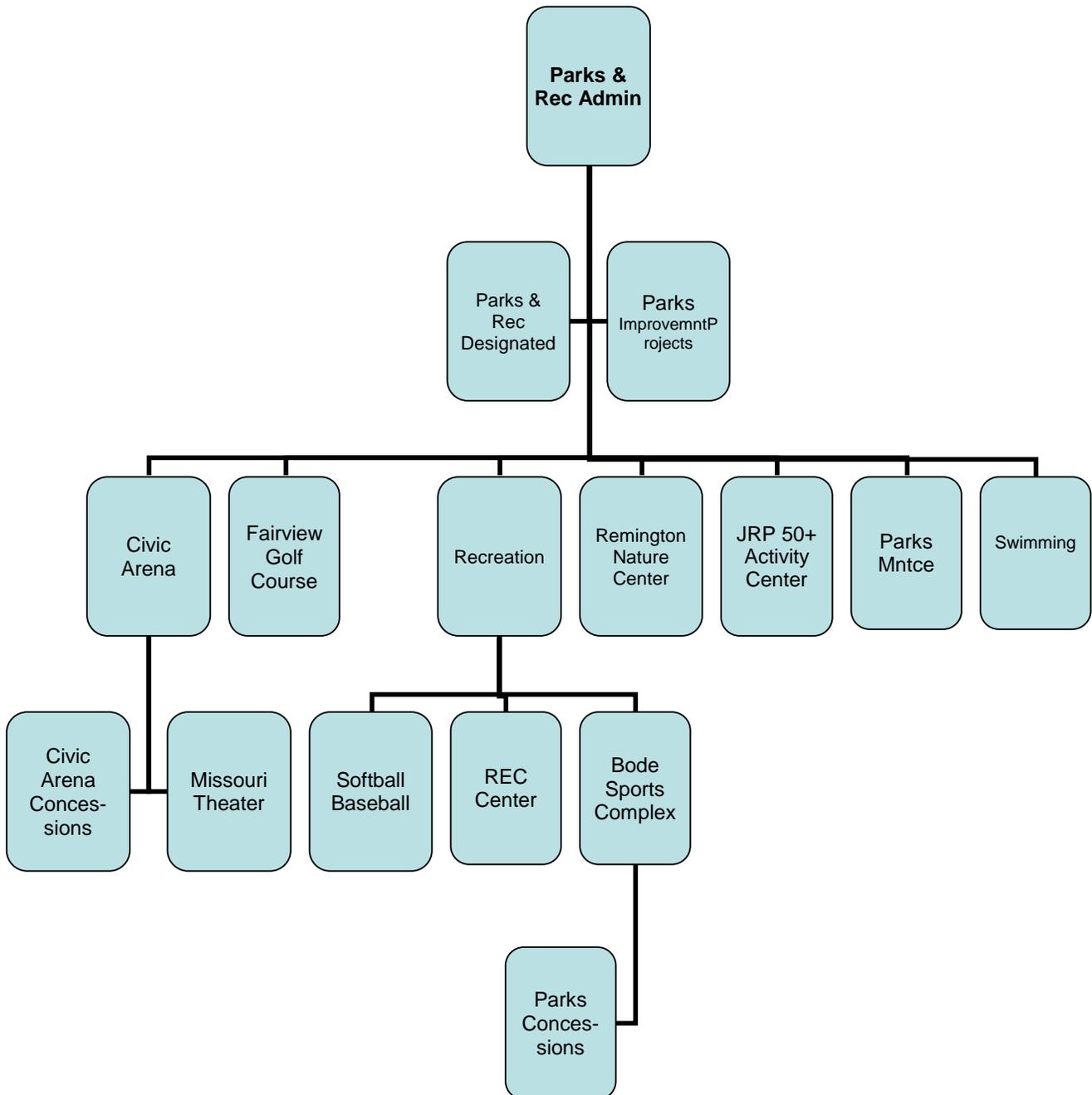
PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT

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

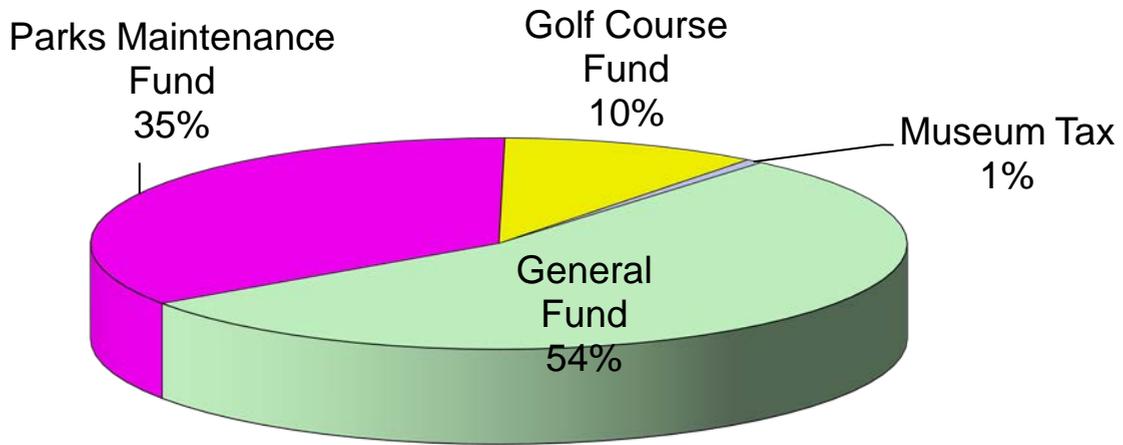
Besides general fund revenues, the department is supported by revenues derived from a twenty cent (\$.20) property tax levy, a special parks maintenance property tax levy of fifty cents (\$.50) per \$100 assessed valuation on land only, donations, user fees, concession sales, grants and a 3% hotel/motel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

TOTAL BUDGETED RESOURCES: \$ 7,531,741

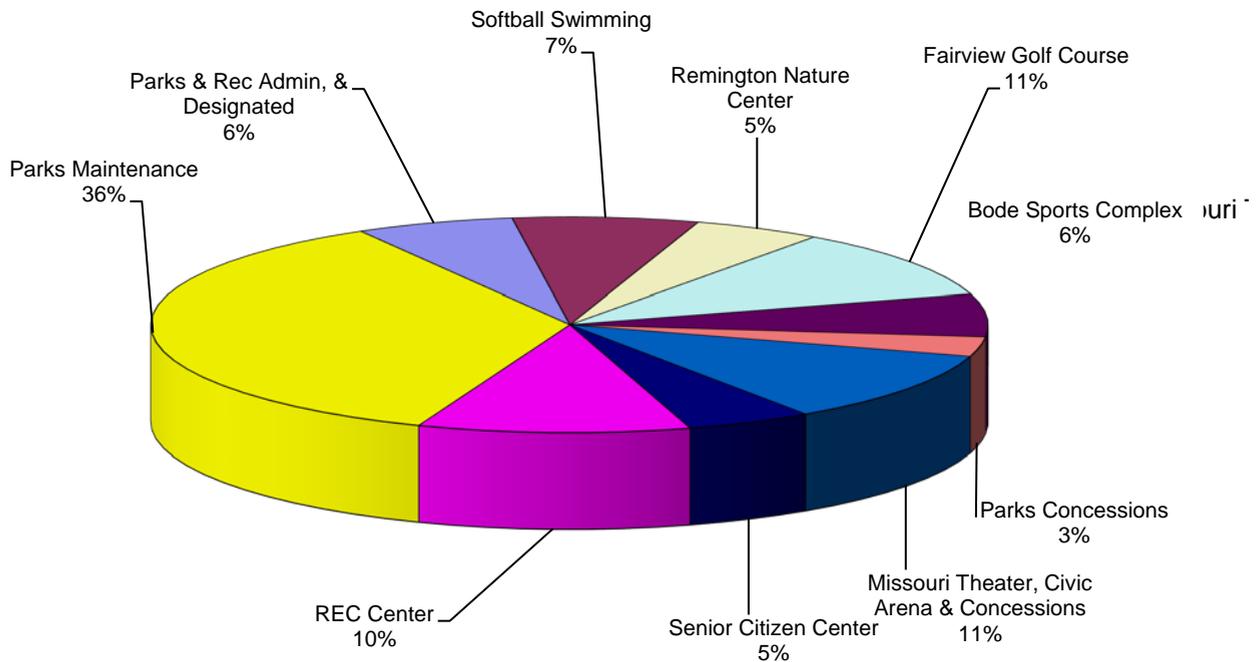
PLANNED USE BY PROGRAM:



PARKS & RECREATION DEPARTMENT SOURCES & USES



FUNDING SOURCES



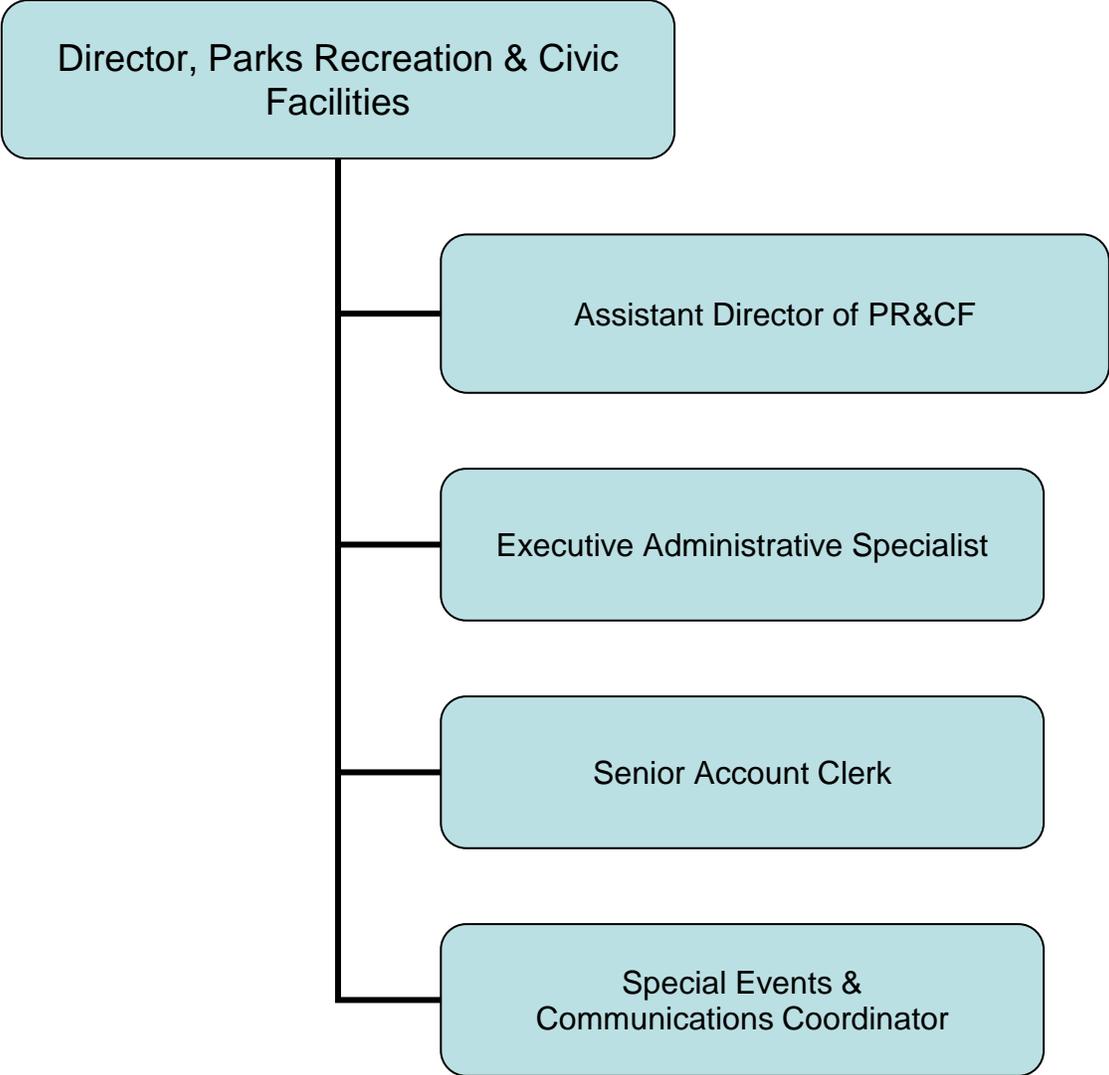
PROGRAM USES

PARKS, RECREATION & CIVIC FACILITIES DEPARTMENT SUMMARY

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages	3,207,330	3,172,589	3,172,589	2,987,008
Payroll Expenses & Benefits	1,169,202	1,236,542	1,231,156	1,239,742
Materials & Supplies	689,237	717,356	691,164	736,573
Utilities & Other Contracted Services	1,915,197	1,959,417	2,017,928	2,060,276
Insurance/Claims/Other/Transfers	489,827	531,719	510,114	415,142
Capital Outlay/Lease Payment Debt	61,300	126,000	241,000	93,000
	<u>7,532,093</u>	<u>7,743,623</u>	<u>7,863,951</u>	<u>7,531,741</u>
USES BY PROGRAM				
Parks, Recreation & Civic Facilities Admin	821,886	681,327	685,327	650,969
Softball/Baseball	241,212	231,870	241,370	235,261
Swimming	397,691	468,733	441,220	290,859
Remington Nature Center	312,379	304,577	301,221	362,681
Senior Citizen Center	340,163	339,899	343,572	356,111
REC Center	658,696	752,844	751,431	768,408
Fairview Golf Course	785,626	772,220	772,220	751,960
Golf Course CIP	9,052	15,552	15,552	9,052
Bode Sports Complex	455,377	454,730	456,229	467,392
Parks Concessions	179,994	224,606	205,297	215,341
Parks Designated Expenses	32,245	9,324	124,324	9,350
Parks Maintenance	2,622,003	2,732,390	2,766,097	2,624,135
Civic Arena & Civic Concessions	543,209	628,869	626,989	652,866
Missouri Theater	132,562	126,683	133,103	137,356
	<u>7,532,093</u>	<u>7,743,623</u>	<u>7,863,951</u>	<u>7,531,741</u>
FUNDING SOURCES				
General Fund	5,626,454	5,938,738	5,958,504	5,733,769
Parks Maintenance Fund	996,389	932,351	959,008	949,960
Gaming Fund	45,000	40,000	40,000	40,000
Museum Fund	50,000	50,000	50,000	47,000
Golf Fund	814,250	782,534	856,439	761,012
	<u>7,532,093</u>	<u>7,743,623</u>	<u>7,863,951</u>	<u>7,531,741</u>
STAFFING SUMMARY (Full & PT Regular)				
Parks, Recreation & Civic Facilities Admin	4	5	5	5
Softball/Baseball	1	1	1	1
Swimming	1	1	1	1
Remington Nature Center	4.0	4.5	4.5	4.5
Senior Citizen Center	4	4	4	4
REC Center (5 FT, remainder are PT positions)	11.5	11.5	11.5	11.5
Fairview Golf Course	7.5	7.5	7.5	7.5
Bode Sports Complex	4.0	4.0	4.0	4.0
Parks Maintenance	25	23	23	23
Civic Arena & Civic Concessions	4	4	4	4
Missouri Theater	1	1	1	1
	<u>67.0</u>	<u>66.5</u>	<u>66.5</u>	<u>66.5</u>

*Excluding Transfers to Prks Mnt Fund

PARKS, RECREATION & CIVIC FACILITIES ADMINISTRATION



Parks & Recreation Administration

Mission

To provide a variety of quality of life programs and services to promote a healthy community through fitness, recreation, and entertainment.

Core Services

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

Current Year Activity/Achievements

- Constructed the city's first all inclusive playground at Bartlett Park with funding from the Land & Water Conservation
- Continued relationships with community partners including community organizations, companies, and groups. These
- Applied for and received \$1,700 Tree Resource Improvement and Park Maintenance (TRIM) grant from the Missouri Department of Conservation to remove dangerous trees in Krug Park
- Increased communication to the public by utilizing social media sites: Facebook, Twitter, Instagram, Pinterest, and Tumblr
- Successful Community Assistance Program agreement with Missouri Department of Conservation, stocking of fish in Krug Park lagoon.
- Through a funding partnership with the Planning & Community Development Department of the city, purchased and installed six new playgrounds in neighborhood parks.
- Completed the first disc golf course in the parks system on the parkway near Bartlett Park.
- Tremendous amount of time and resources dedicated to flood preparation and cleanup efforts.
- Raised fees for Missouri Theater, Civic Arena, and Bode Ice Arena
- Continued to promote interest in Adopt-a-Park program.

Budget Challenges/Planned Initiatives

- Aging infrastructure, equipment, and the ability to obtain parts for obsolete equipment has caused an increase of equipment and infrastructure failures. All negatively impact maintenance budgets.
- Implementation of asset management software to track assets and project work flow
- Implementation of project management software to enhance project management process
- Second year of new Missouri minimum wage requirements impacting Parks budget, which could significantly increase wages in all programs over the next five years
- Cuts in maintenance staff is impacting the amount of work we can complete.
- Evaluation of department wide facility-use agreements and re-evaluating processes and programs to increase efficiency and provide better customer service
- Vandalism and other incidents in parks, parkway, and facilities increases the need for security cameras at all facilities and parks
- Assistance from CDBG funding for improvements to the outdoor athletic area at John Lucas Park
- Nearly annual flooding along the riverfront resulting in negative impacts on parks budget for preparation, clean-up and repair
- Increasing costs for security during public swimming, youth & adult recreation leagues, and special events is negatively impacting program budgets.

Performance Statistics

- Installation of 6 new playgrounds in neighborhood parks.
- Implementation of new software programs, including RecTrac, Project Mates, and Cartegraph.
- Currently have five Adopt-A-Park groups

PARKS & RECREATION ADMINISTRATION

Program 8330

Program Description

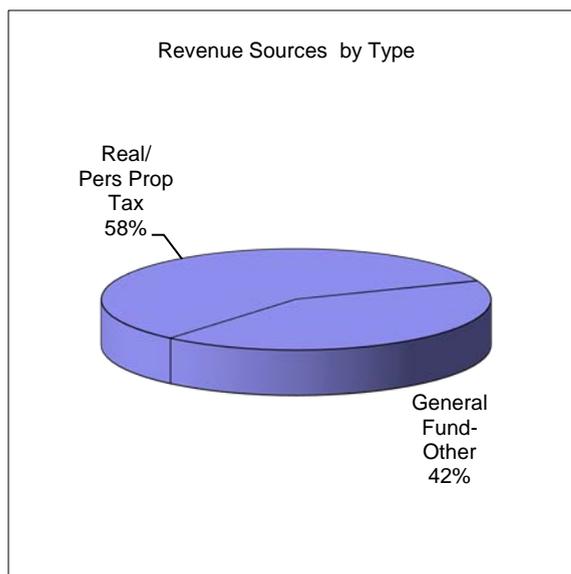
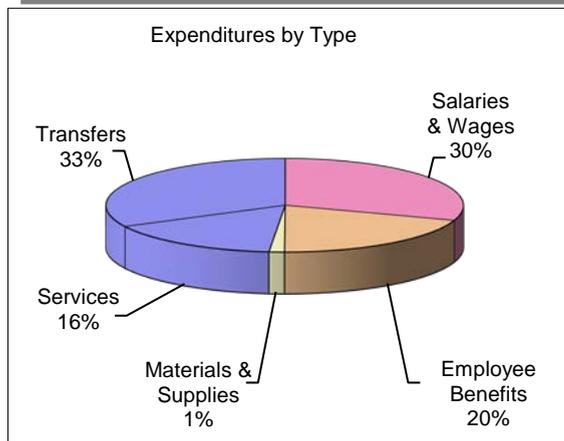
Administrative services and management support for Parks & Recreation programs are provided with the aim of offering a variety of quality of life experiences for the residents of St. Joseph and adding to the aesthetic appeal of the City. Staff also provide information to the public regarding department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

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
0	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	5	5	5

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	298,317	190,062	190,062	196,881
Employee Benefits	134,700	128,487	125,382	129,019
Materials & Supplies	6,373	(25,450)	(25,450)	9,024
Capitla Outlay	0	0	0	0
Utilities	0	0	(10,935)	0
Services	99,296	92,055	97,611	104,550
Transfers	283,200	296,172	308,656	211,495
Total	821,886	681,327	685,327	650,969

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Real/ Pers Prop Tax	2,293,336	2,274,431	2,370,107	2,353,093
Rec Fees	4,950	8,500	8,500	5,000
Interest	1,014	60	60	60
Other Revenue	(22)	23,121	115	115
Interfund Transfer	0	0	0	0
General Fund-Other	(1,477,393)	(1,624,785)	(1,693,455)	(1,707,299)
Total	821,886	681,327	685,327	650,969

PARKS DESIGNATED FUNDS

Program 3180

Program Description

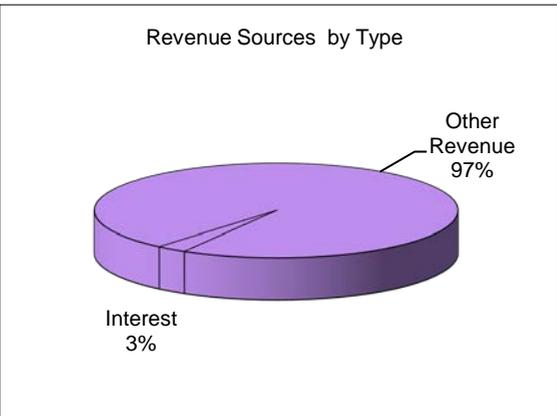
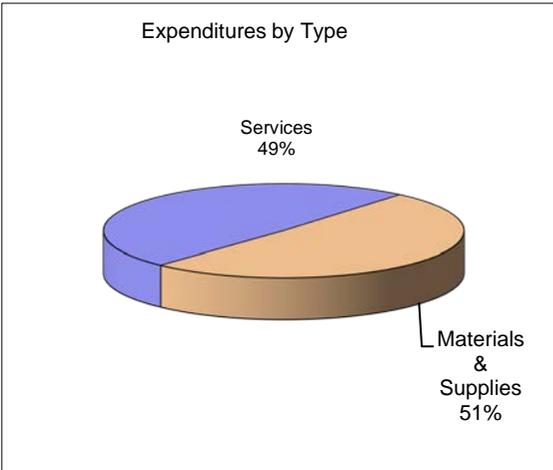
This program was established to help track expenditures and revenues related to grants and donations

Staffing Detail

N/A

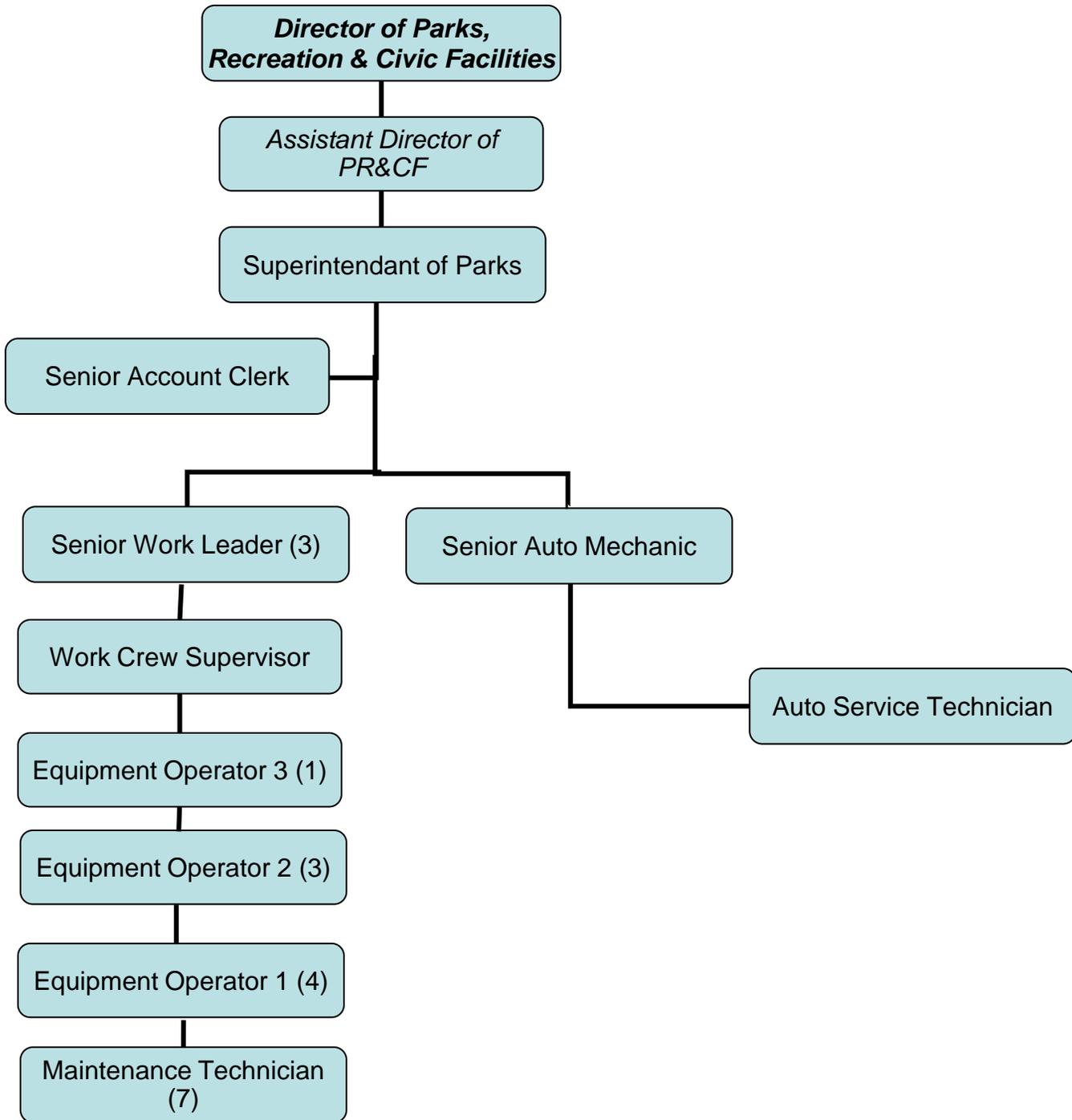
2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget

Operating Budget Summary



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Materials & Supplies	20,608	4,724	4,724	4,750
Capital Improvement	7,559	0	115,000	0
Services	4,078	4,600	4,600	4,600
Total	32,245	9,324	124,324	9,350
Revenue Sources:				
Other Revenue	125,144	7,600	242,045	9,100
Interest	137	250	250	250
Transfer Fund bal	(93,035)	1,474	(117,971)	0
Total	32,245	9,324	124,324	9,350

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
- Repaired maintenance road at Heritage Park; Flood clean up from first flood along river and flood prep for second
- Sold and removed livestock from Krug Park
- Removed, ground stumps and planted many trees throughout the Parks system; and Removed Hyde pool, repaired and maintained pools at Krug and Aquatic Center
- Installed 6 playgrounds at various parks (3 completed by Parks dept. and 3 by contractor); Ongoing playground repairs and maintenance; Ongoing debris removal from riverfront hike and bike trail
- Built volleyball court at John Lucas Park; Repaired concrete at Phil Welch Stadium; and Several repairs to chain link throughout the system due to vandalism and accidents
- Installed and removed holiday lighting at Krug Park, Hyde Park, Felix Street Square, and Lake and Illinois Ave.
- Added 12 memorial benches throughout the park system; Prepared and maintained 21 ball fields from March to October.
- There were 81 days that the Parks dept. was required to maintain or service events in our facilities
- Roof repair at Missouri Theater, Bode Ice Arena and Drake concession; and Finished 18-hole disc golf course at Bartlett park; and Resurfaced Hyde and Northside tennis courts & rebuilt Noyes courts completely.

Budget Challenges/Planned Initiatives

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

PARKS MAINTENANCE

Program 3090

Program Description

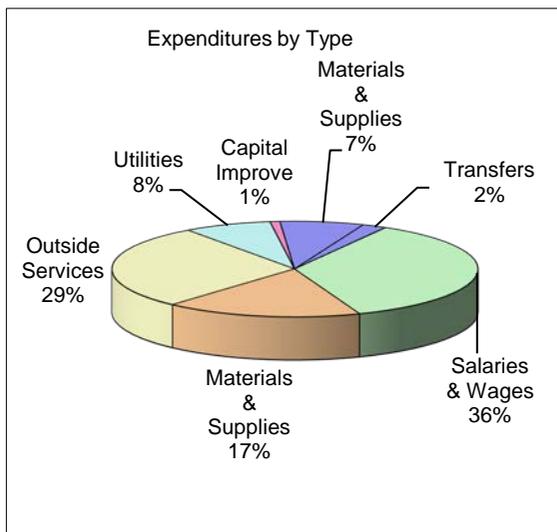
To enhance both the beauty of the park system and user enjoyment of the City's park facilities, staff maintains City parks, park buildings and equipment.

Staffing Detail

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

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
3	3	3	1
1	1	1	3
1	1	1	1
7	7	7	7
2	1	1	1
3	3	3	3
1	1	1	1
4	4	4	4
1	1	1	1
1	0	0	0
25	23	23	23

Operating Budget Summary

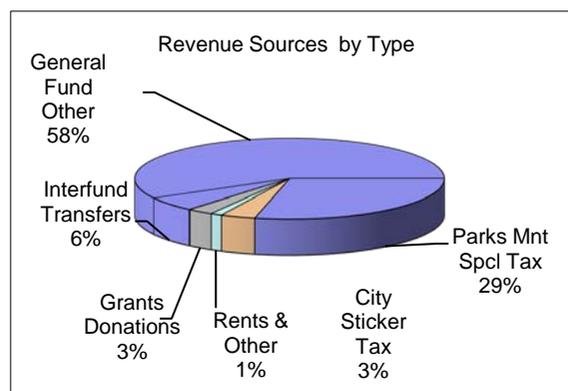


Expenditures:

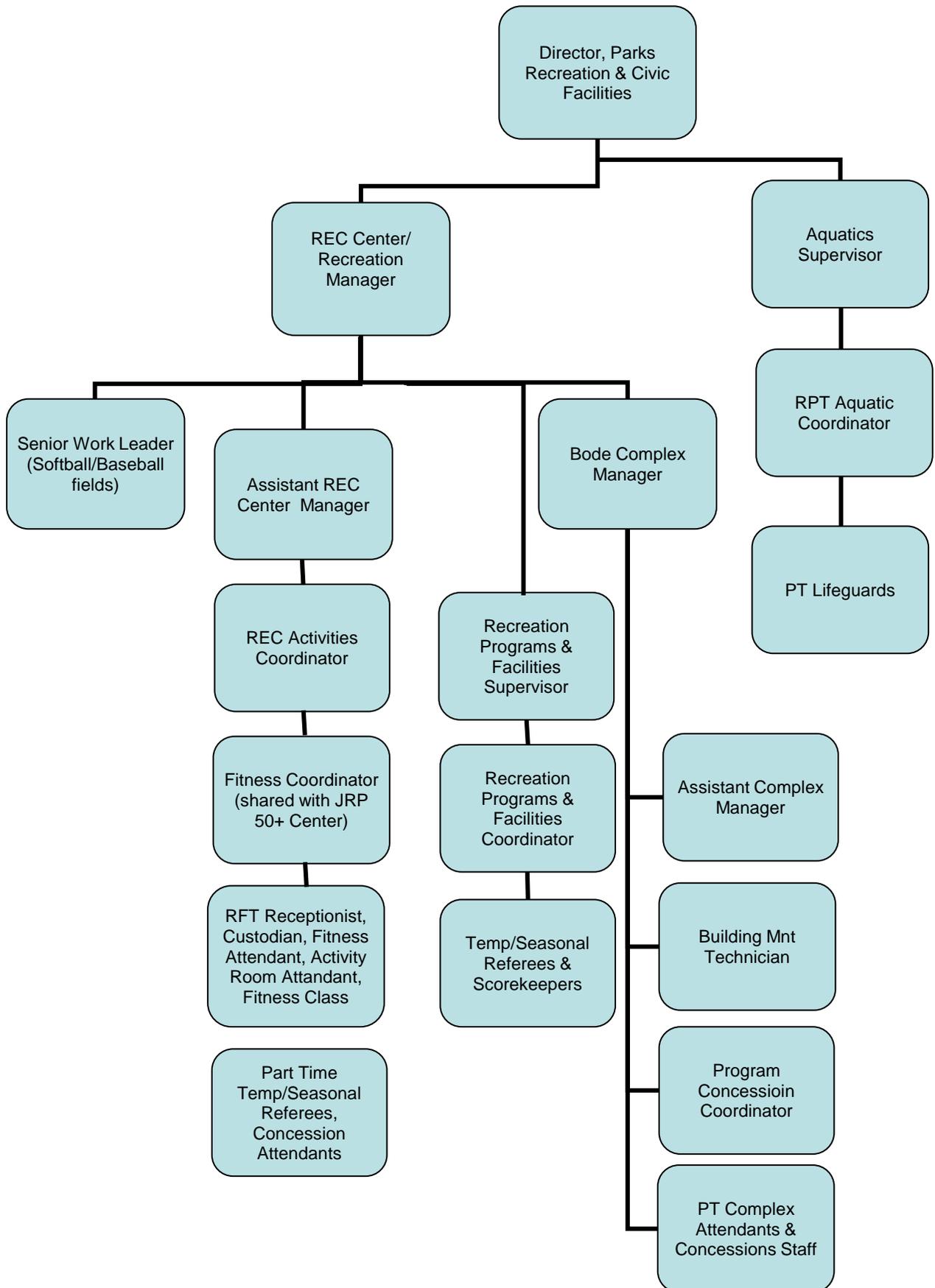
	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Salaries & Wages	982,387	984,162	984,162	941,467
Employee Benefits	435,795	469,129	469,129	456,803
Outside Services	747,745	695,652	740,859	746,696
Utilities	168,740	220,000	200,000	204,065
Capital Outlay	26,741	113,000	113,000	0
Capital Improve	27,000	0	0	23,000
Materials & Supplies	192,034	194,850	203,350	194,650
Transfers	39,560	54,597	54,597	56,371
Transfer Network	2,000	1,000	1,000	1,083
Total	2,622,003	2,732,390	2,766,097	2,624,135

Revenue Sources:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Parks Mnt Spcl Tax	729,233	728,501	755,158	751,117
City Sticker Tax	99,015	95,000	95,000	95,000
Misc Rev	31,429	0	0	0
Rents & Other	34,443	34,450	34,450	31,443
Grants Donations	79,544	70,000	70,000	70,000
Interest	5,919	2,400	2,400	2,400
Other Revenue	16,806	2,000	2,000	0
Interfund Transfers	272,840	348,840	363,840	151,163
General Fund Other	1,352,774	1,485,649	1,443,249	1,523,012
Total	2,622,003	2,766,840	2,766,097	2,624,135



PARKS, RECREATION & CIVIC FACILITIES - RECREATION



Recreation Programs

Recreation, Softball/Baseball

Mission

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

Core Services

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

Current Year Activity/Achievements

- Partnered with St Joseph Health Department to facilitate St. Joe Fit wellness program
- Conducted the 2019 USA Softball Mens Major National Fastpitch tournament hosting 12 teams from across the country
- Offered youth tennis program during the month of July to introduce the game to young children
- Continued to offer adult cornhole league at Fairview Golf Course in the fall and winter of 2019 with steady growth in number of teams participating
- Held the 2nd Outlaw Adventure challenge run in March 2019 with an 8% increase in registration
- Held the 2nd annual St Joseph Senior Games sponsored by the department for adults 50 years of age and older with an increase of 12 participants compared to 2018.
Partnered with the St Joseph School District, PEB baseball, and MESA softball to provide and prepare facilities for game usage

Budget Challenges/Planned Initiatives

- Host USA Softball girls 16B Northern National tournament to be held in late July 2019
- Hold the 3rd Outlaw Adventure Run and market towards increasing participation
- Increase participation in the Senior Games event
- Implement equitable user group agreements and the fees that are collected for use of city facilities
- Continue growth of new adult and youth activities such as cornhole, adventure/challenge runs, tennis, and disc golf that have shortened time commitments needed for participation
- Explore the potential of youth tennis tournaments to be held at Noyes Tennis Center
- Reintroduce evening pickleball leagues as an activity for the public

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.

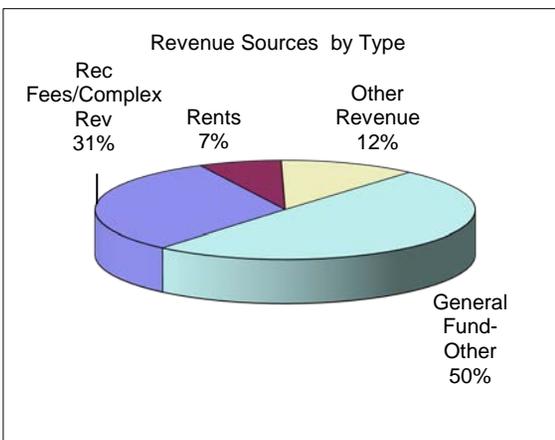
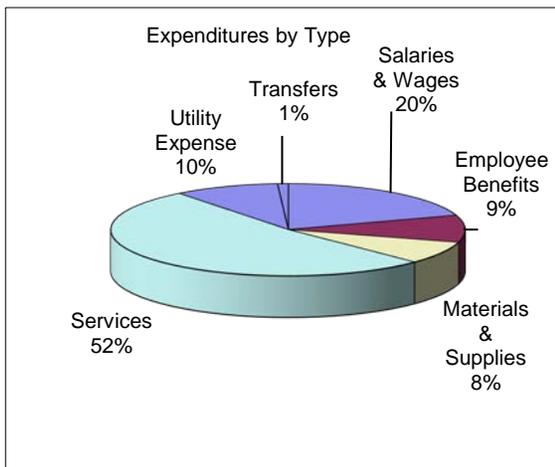
Staffing Detail

Senior Work Leader

PT Temporary Employees (Groundskeepers & Gatekeepers)

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted	Estimated	Budget
Salaries & Wages	103,870	98,479	98,479	46,928
Employee Benefits	28,070	28,474	28,474	22,397
Materials & Supplies	10,168	17,812	17,812	18,700
Services	80,811	64,605	66,031	122,421
Capital Improvements	0	0	0	0
Utility Expense	18,293	22,500	28,259	22,500
Transfers	0	0	2,315	2,315
Total	241,212	231,870	241,370	235,261

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted	Estimated	Budget
Rec Fees/Complex Rev	24,699	74,150	29,550	74,150
Rents	16,205	16,550	16,550	16,550
Other Revenue	20,500	26,005	27,505	27,505
General Fund-Other	179,809	115,165	167,765	117,056
Total	241,212	231,870	241,370	235,261

St. Joseph REC Center

Mission

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

Core Services

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

Current Year Activity/Achievements

- Added new fitness classes and saw an increase in class participants
- Continued summer youth sports and recreation camp
- Youth volleyball leagues increased and became one of the larger youth programs offered
- Volleyball and pickle ball continue to be the most popular sports programs for adults
- Facility rentals for youth basketball and volleyball practices increased due to more open court time availability
- Expanded pickle ball weekday open gym times
- Attended job and health fairs to promote the center
- One of the host facilities for the Missouri Special Olympics 2019 Indoor games
- Facility rentals for tournament increased due to more available weekend gym times
- Found the source of the sewer smell in the building. Discovered a cracked pipe, pipe has been fixed and smell has not returned.

Budget Challenges/Planned Initiatives

- Possible 24-hour access to fitness room to attract new memberships. Working with security company to finalize the details and procedures for the 24-hour access to the fitness room.
- Continue challenges with meeting needs of the variety of users with limited space
- Will be host facility for National Youth Basketball tournament and Special Olympics Indoor Games in 2020

Performance Statistics

- 232 gym rentals for basketball practice
- 276 gym rentals for volleyball
- 179 Members in FY19 as of December - 197 Memberships in FY18
- 17 gym rentals for soccer practice
- 5 gym rentals for baseball/softball practice

REC CENTER

(St. Joseph Recreation, Exercise & Community Center)

Program 3060

Program Description

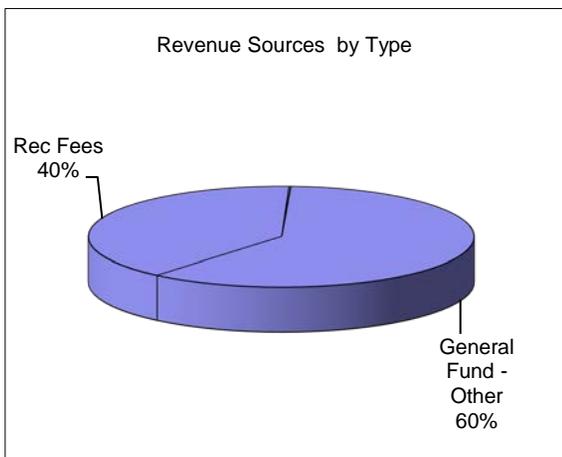
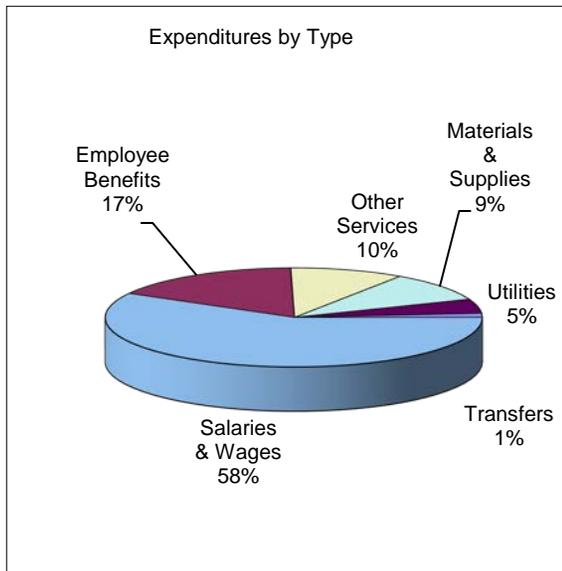
The staff at the Center provide safe, supervised recreation opportunities through both adult and children's activity programs for the whole community. The REC Center hosts a fitness room, three basketball/volleyball courts, a community room, an indoor running track and rooms for various recreation &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

Staffing Detail

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

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
0	1	1	1
2.5	2.5	2.5	2.5
3.5	2.5	2.5	2.5
1.5	1.5	1.5	1.5
11.5	11.5	11.5	11.5

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	404,407	441,668	441,668	446,150
Employee Benefits	114,222	120,385	120,210	127,670
Other Services	44,899	72,370	69,894	74,930
Materials & Supplies	58,076	73,720	73,720	73,720
Utilities	37,092	44,700	35,482	35,482
Transfers	0	0	10,456	10,456
Total	658,696	752,844	751,431	768,408

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Rec Fees	272,716	354,620	264,000	303,500
Other Revenue	3,208	1,150	1,500	1,150
General Fund - Other	382,772	397,074	485,931	463,758
Total	658,696	752,844	751,431	768,408

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 all ages
- Ice time for figure skating organizations
- Ice time for hockey teams
- Provide classes for Learn to Skate USA 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 Competition in September
- Greater St. Joseph Youth Hockey Association continues to grow
- Continue to collaborate with Remington Nature Center on the Recreation Education programs
- Griffon Gliders Christmas Show "Believe" was a huge success
- National Skating Month was hosted in January with over 200 in attendance
- Hosted Special Olympics Winter Games for the 30th Year
- Figure Skating Club presented "Alice Through the Frosty Looking Glass" in May
- Bode received major renovation in July with the installation of a new ceiling overlay and dehumidification system

Budget Challenges/Planned Initiatives

- Add an additional Battle of the Biscuit in house hockey program
- Continue to encourage KC Hockey to utilize Bode as a travel practice site
- Collaborate with the Figure Skating Club to bring in clinics and seminars
- Continue to find additional ice time for hockey power skating programs

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.

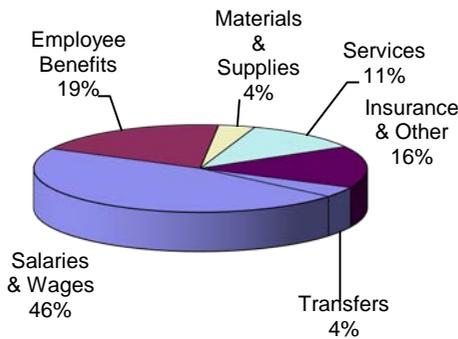
Staffing Detail

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

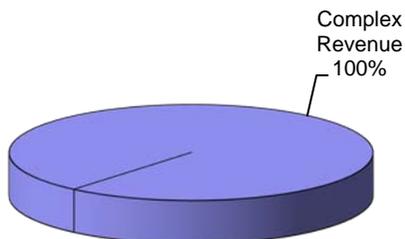
2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	212,435	215,268	215,268	216,563
Employee Benefits	80,912	86,722	86,722	90,354
Materials & Supplies	18,830	16,700	16,600	16,600
Services	68,022	52,840	47,003	53,239
Insurance & Other	75,177	83,200	72,509	72,509
Capital	0	0	0	0
Transfers	0	0	18,127	18,127
Total	455,377	454,730	456,229	467,392

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Complex Revenue	241,991	227,500	243,100	243,200
Other Revenue	2,653	2,000	2,000	2,000
General Fund-other	210,732	225,230	211,129	222,192
Total	455,377	454,730	456,229	467,392

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 6 concession areas within the Parks Concessions
- Revamped Bode Ice Arena concession operation and added a progressive the menu
- Continue to recycle in all areas of operation

Budget Challenges/Planned Initiatives

- Continue to build relationships with vendors to offer the best product and pricing
- Safety of employees continues to be an issue in remote facilities
- Flooding of Heritage created a huge loss of revenue
- Loss of revenue from prior years due to only 1/2 of the Aquatic Park in operation
Attempt to operate concession with fewer employees due to the increase in minimum wage

PARKS CONCESSIONS

Program 3085

Program Description

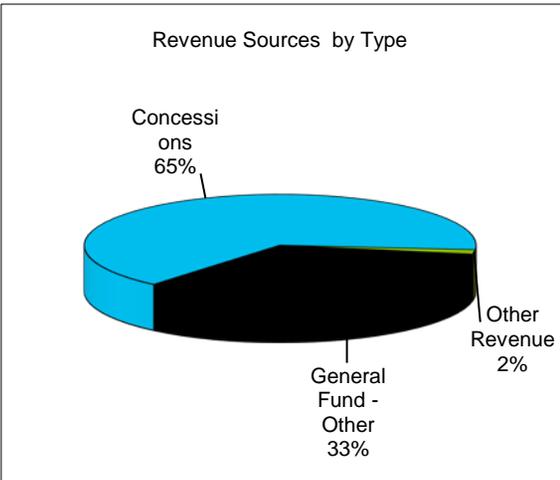
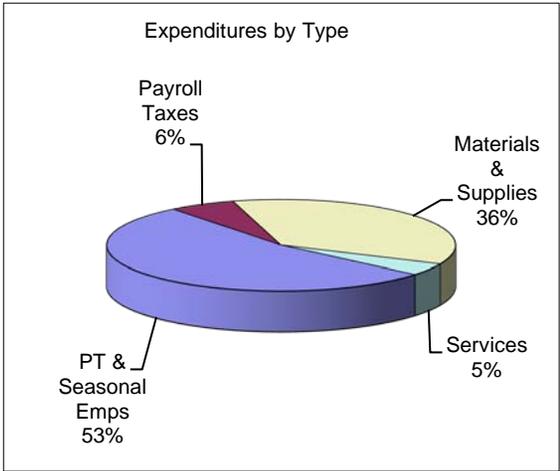
This program accounts for the concession services provided by the Parks & Recreation Department to the swimming pools, ballfields, Remington Nature Center and Bode Sports Complex.

Staffing Detail

Part time concession staff only

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
N/A	N/A	N/A	N/A

Operating Budget Summary



	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
PT & Seasonal Emps	97,651	114,713	114,713	114,713
Payroll Taxes	13,702	14,290	13,364	13,298
Materials & Supplies	62,961	90,883	72,500	78,000
Services	5,680	4,720	4,720	9,330
Capital	0	0	0	0
Total	179,994	224,606	205,297	215,341
Revenue Sources:				
Concessions	135,072	186,446	131,156	140,647
Other Revenue	5,437	4,090	3,991	3,000
General Fund - Other	39,484	34,070	70,150	71,694
Total	179,994	224,606	205,297	215,341

Swimming

Mission

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

Core Services

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

Current Year Activity/Achievements

- Able to increase the number of lifeguard staff after several years of decline
- Assisting with MWSU for operation and staffing of their year round indoor facility
- Continue swim team practice opportunities at MWSU
- Offered swim lessons only at MWSU throughout the year to better serve the public
- Installed internet access to connect to the city's network
- Assisted with St. Joe Fit's Aqua Zumba

Budget Challenges/Planned Initiatives

- Decreased number of lifeguards in 2019
- Continue 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
- Expanded flexibility in lifeguard training with indoor pool option
- Attracting lifeguards - will continue free certification again this year
- Aging facilities and infrastructure continue to be a concern. Only able to open a portion of the Aquatic park due to condition of the facility.
- Several attempts were made to locate the source of a large leak at the Aquatic Park.

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.

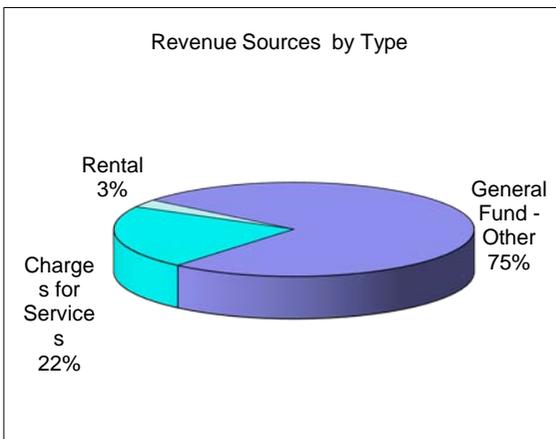
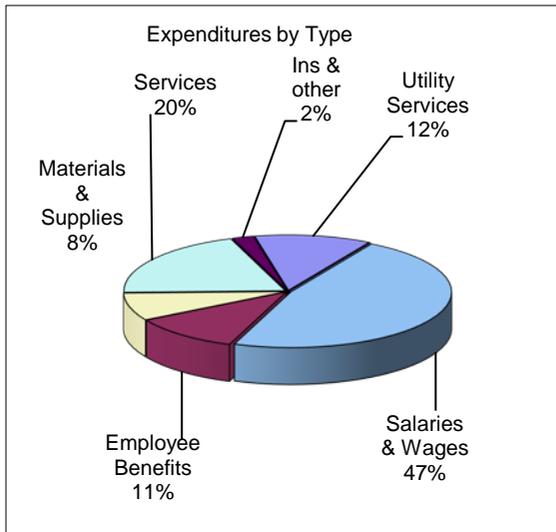
Staffing Detail

Aquatics/Recreation Supervisor

PT Temporary Employees

2018-19 Actual	2019-20		2020-21 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1

Operating Budget Summary



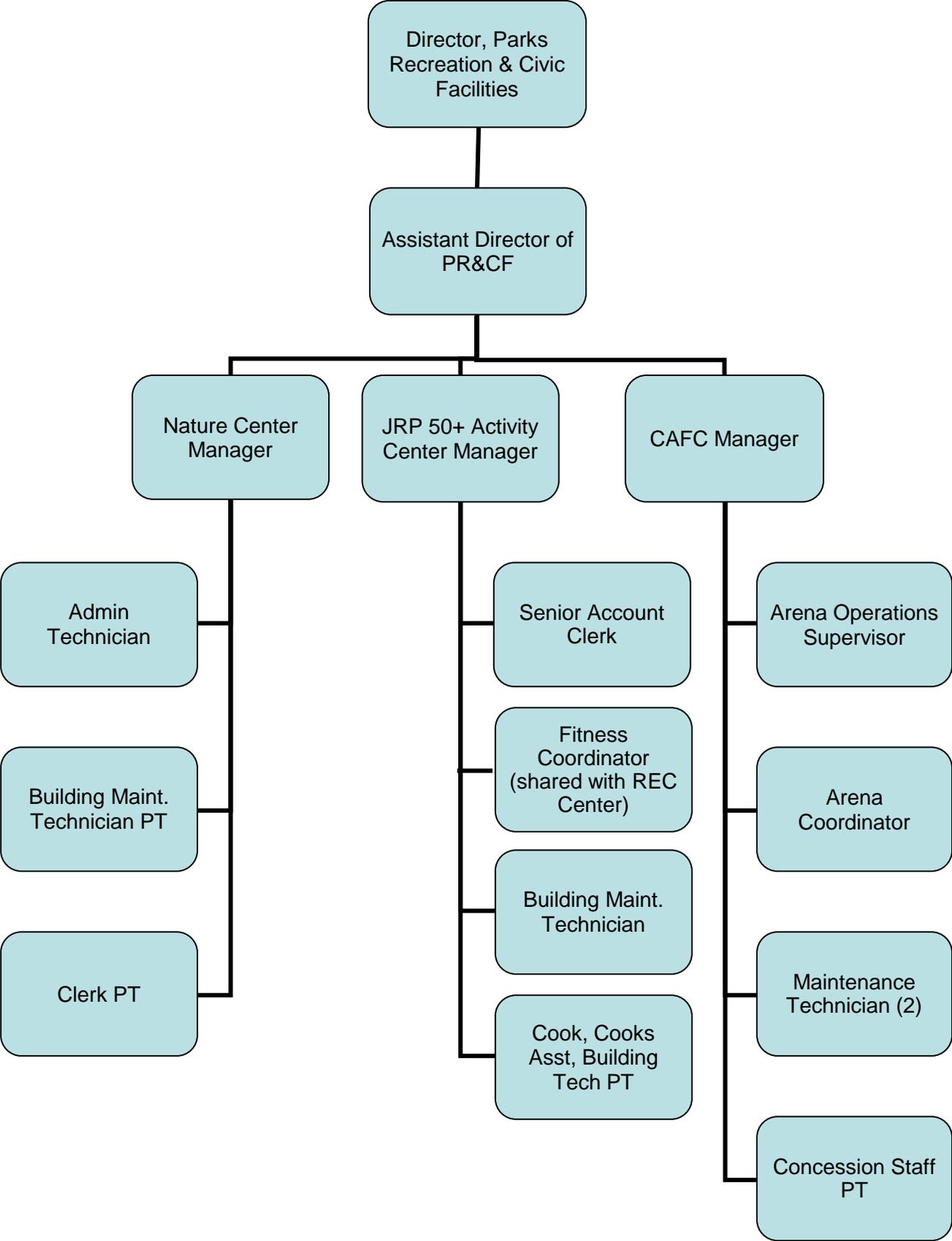
Expenditures:

	2018-19 Actual	2019-20		2020-21 Budget
		Adopted Budget	Estimated Actual	
Salaries & Wages	195,748	214,537	214,537	137,718
Employee Benefits	44,834	48,914	48,914	31,637
Materials & Supplies	29,073	36,413	20,250	23,263
Services	44,648	78,620	67,270	57,990
Ins & other	0	6,250	6,250	6,250
Improv Other Buildings	0	0	0	0
Utility Services	83,388	84,000	84,000	34,000
Capital Outlay	0	0	0	0
Total	397,691	468,733	441,220	290,859

Revenue Sources:

	2018-19 Actual	2019-20		2020-21 Budget
		Adopted Budget	Estimated Actual	
Charges for Services	57,412	122,000	48,400	63,500
Rental	9,775	8,000	800	8,000
Other Rev	1,016	0	677	0
General Fund - Other	329,488	338,733	391,343	219,359
Total	397,691	468,733	441,220	290,859

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 history displays and exhibits
- Showcase a variety of local and area displays and exhibits
- Provide educational programming for all ages on a variety of topics; including birds, insects, animals, history, and
- Programming includes 7,000 gallon aquarium with native fish on display
- Provide rental space for special events, parties, conferences, and meetings
- Operation of gift shop (Remi's Retail Emporium) with a variety of educational and recreational items
- Provide outreach programs to the surrounding areas

Current Year Activity/Achievements

- Continued partnership with Bode Ice Arena for "Recreation Education" program
- Maintained presence in local museum/tourism community with involvement in the Museum Association of St. Joseph

- Participate/provided 38 outreach programs, reaching over 6,000 people throughout the region
- Hosted several educational programming events; including Herp-O-Rama and Insect-O-Rama
- Hosted over 2,200 students from 45 local and area school districts and homeschools
- Continued as a popular venue for business meetings, community events, private parties, and field trips; hosting over 300 separate events
- Welcomed approximately 20,000 visitors
- Created Remington Nature Center Instagram account
- Updated Birthday Party packages for the first time in 11 years

Budget Challenges/Planned Initiatives

- Ongoing issues with the roof; needs repaired or replaced
- Lagoon needs to be dredged due to silt content
- Conference Room divider wall needs replaced with manual wall and flooring/carpeting needs upgraded or replaced
- Continue monitoring HVAC for efficiency
- Continue monitoring aquarium filtration system for leaks and/or other issues
- Renovate Children's Room to Live Animal Display
- Enhance outdoor landscaping with native prairie grasses and flowers
- Update Membership Program
- Increase programming options to increase revenue
- Increase Social Media presence through Facebook, Instagram, and Twitter

REMINGTON NATURE CENTER

Program 3040

Program Description

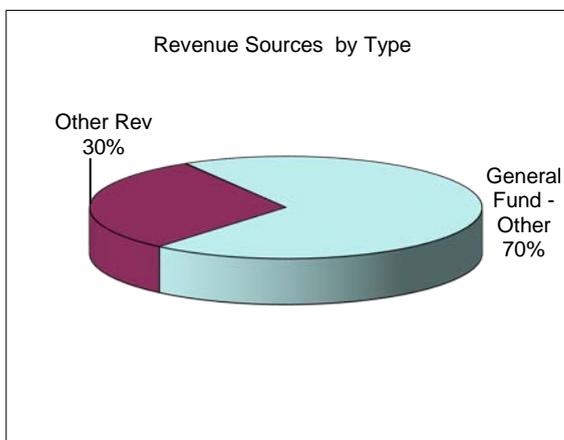
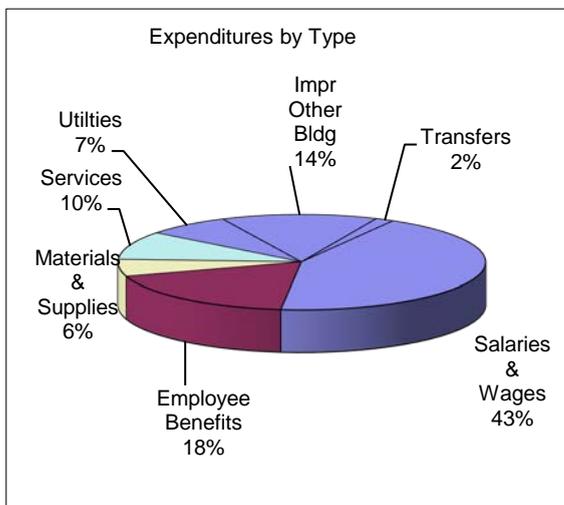
The Nature Center is a 13,000 square foot facility located to the south of the junction of McArthur Drive and Water Works Road with the River Walk and the Missouri River to the west. The Center focuses on the Missouri River, native flora and fauna, and the cultural history of the area. There are outside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

Staffing Detail

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

2018-19 Actual	2019-20		2020-21 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
0.5	0.5	0.5	0.5
0	0	0	0.5
1	1	1	0.5
0.5	0.5	0.5	0.5
0	0.5	0.5	0.5
4	4.5	4.5	4.5

Operating Budget Summary



Expenditures:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Salaries & Wages	162,273	161,349	161,349	157,593
Employee Benefits	60,539	61,736	61,236	66,467
Materials & Supplies	26,479	20,806	18,960	20,806
Services	38,358	33,686	32,135	34,956
Utilities	24,730	27,000	21,681	27,000
Impr Other Bldg	0	0	0	50,000
Transfers	0	0	5,860	5,860

Total

Revenue Sources:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Facility Charges	0	0	0	0
Other Rev	75,088	110,500	75,500	83,500
Misc Rev	342	250	250	250
Interfund Transfers	95,000	90,000	90,000	87,000
General Fund - Other	141,948	103,827	135,471	191,931
Total	312,379	304,577	301,221	362,681

Joyce Raye Patterson 50+ Activity 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 and community partners
- 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
- Provide meeting space for retired groups and one service organization

Current Year Activity/Achievements

- Renamed the Joyce Raye Patterson Senior Citizens Center to Joyce Raye Patterson 50+ Activity Center
- Offered educational programs to seniors: monthly health and gardening topics, two personal safety presentations, walk with ease, healthy living, veteran's café, and Medicare 101 classes
- Increased social media presence on Facebook
- Added a NuStep machine to the fitness center
- Senior Center Council/Strategic Planning updated their articles of incorporation and by-laws
- Volunteer committee held a spring and a fall clean-up in the lower level parking lot to spruce up our appearance as guests are entering the building
- JRP 50+ Activity Center hosts the Senior Foundations annual Thanksgiving dinner
- Opened a temporary veteran's and military exhibit
- Developed partnerships with outside organizations to offer additional programming
- Started offering the Silver Sneakers program

Budget Challenges/Planned Initiatives

- Aging building needs significant renovations in almost all areas, issues needing attention are: a new roof, HVAC units, flooring replacement in the east hall, pool/craft room, men's and women's restrooms, and multipurpose room, interior/exterior paint
- Kitchen renovations/repairs needed: replace walk in freezer, steam table, refrigerators, hood system, and dishwasher
- Budget cuts in FY20 and lack of available funds in other line items are causing us to run out of funds resulting in inability to purchase items to keep the facility clean and safe and cutting back on what we serve in the cafeteria
- Some of the emergency lighting is not working and we do not have a knox box for the fire department to access the building during an emergency outside of regular business hours
- Increasing utility cost and the need to replace two thermostats
- Due to use, need to replace a recumbent bicycle, elliptical, treadmill, lower back nautilus equipment, and add a NuStep machine in the fitness center

Performance Statistics

- Added 123 new fitness center memberships
- Served 7,038 meals in the cafeteria

JOYCE RAYE PATTERSON 50+ ACTIVITY CENTER

Program 3050

Program Description

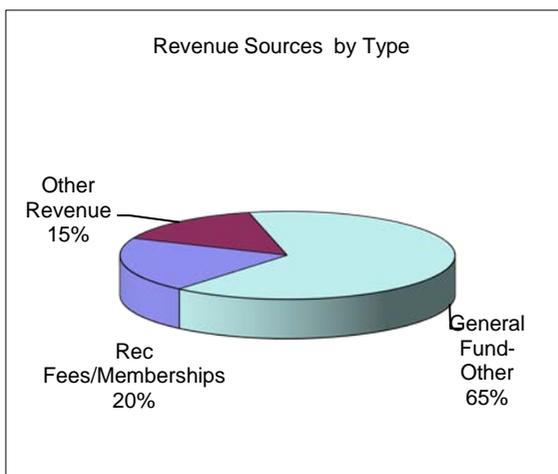
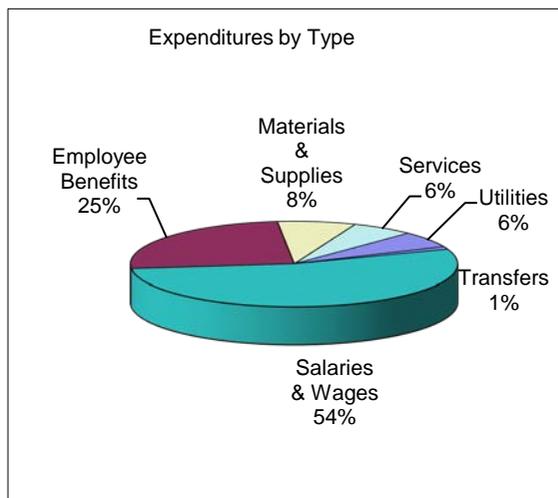
The Center provides a variety of services to persons age 50 and over, and to the disabled in a well-maintained, clean, cheerful and healthful environment. Services include card groups, craft activities, dances, special events, meeting space, retirement association meetings, a computer lab and a fitness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

Staffing Detail

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

2018-19 Actual	2019-20		2020-21 Budget
	Adopted Budget	Estimated Actual	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	194,299	194,382	194,382	191,370
Employee Benefits	76,190	82,124	82,124	89,585
Materials & Supplies	21,935	22,528	22,528	27,510
Services	24,937	15,865	18,906	22,015
Utilities	22,802	25,000	21,936	21,936
Transfers	0	0	3,695	3,695
Total	340,163	339,899	343,572	356,111

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Rec Fees/Memberships	71,079	61,000	73,000	72,000
Other Revenue	61,910	50,938	50,938	53,371
Interest	65	0	0	0
General Fund-Other	207,173	227,961	219,634	230,740
Total	340,227	339,899	343,572	356,111

Civic Center Arena and Concessions

Mission

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

Core Services

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

Current Year Activity/Achievements

- Successful year with numerous corporate bookings for meetings and banquets.
- Numerous banquets including the Chamber of Commerce, Women of Excellence, Pivotal Fall Ball, Noyes Home "Take A Seat", Mayor's Thanksgiving Dinner, and Mayor's Prayer Breakfast.
- Liberty Nationals Youth Wrestling Tournament completed it's seventh consecutive year at the arena.
- Hosting another year of trade shows that included the Midland Empire Farm and Ag, Gun Shows, Antique Show, Holiday Mart, Shop Small St. Joe and the Josephine Expo.
- MOMOM Dental Clinic was a new event for this year.
- The Catfish Chasers Tournament Banquet was added to the arena event list this year.
- Because of Finance Assistance Program we were able to host the Children's Area Fair, Tiny Tot Town, and two Career Fairs.
- We continue our relationship with Boehringer Ingelheim hosting their annual employee meeting.

Budget Challenges/Planned Initiatives

- The arena staff continues to search out more diverse events that will fit well with our facility and community.
- We continue to struggle with the aging facility that is in dire need of attention including for safety purposes in terms of 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 work closely with the Convention and Visitors Bureau to seek local and out of town events.
- Work hard to maintain our current client base by providing them the best possible customer service in a safe and clean facility.
- Struggle with deficiencies in our heating and cooling system. The boilers continue costing us huge amounts to keep them operating.
- Currently have a non-functioning emergency generator as well as walk-in freezer.
- All seating and bleachers are in dire need of replacement for mechanical and safety reason.
- Major issue with a storm drain causing periodic flooding of lobbies.
- Continue to struggle with our plumbing and electrical issues as well as our floor ports.

CIVIC ARENA

Program 5510

Program Description

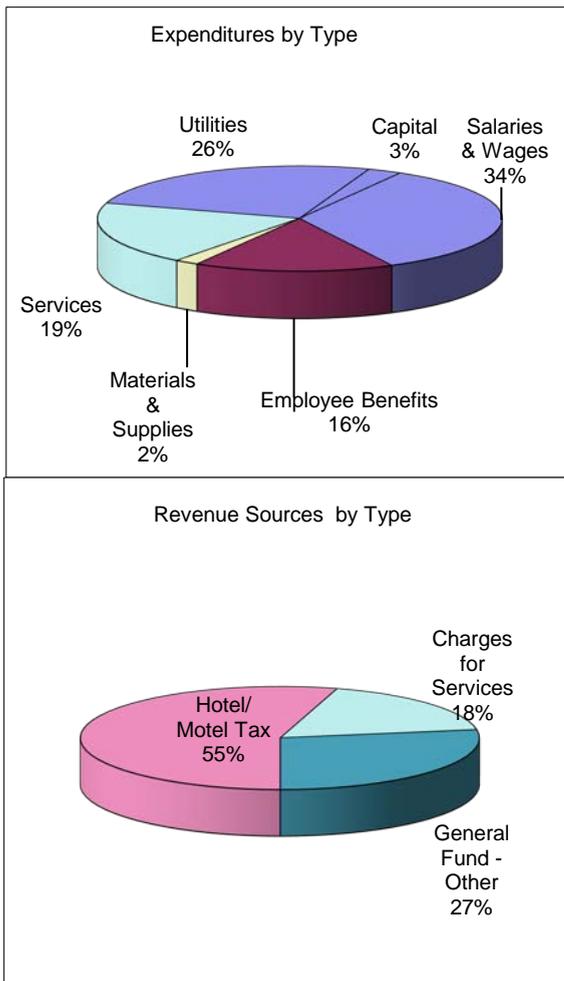
The Civic Arena is a downtown facility that hosts concerts, trade shows, sporting events, conventions and other special events in order to enhance the local economy and contribute to the overall appeal of St. Joseph as a destination for both local and outside business and tourist trade and entertainment.

Staffing Detail

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

2018-19	2019-20		2020-21
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4

Operating Budget Summary



	2018-19	2019-20		2020-21
		Actual	Adopted Budget	
Expenditures:				
Salaries & Wages	184,376	186,684	186,684	188,095
Employee Benefits	76,104	84,230	83,550	88,148
Materials & Supplies	10,167	8,800	10,600	10,600
Services	72,217	104,740	101,740	106,740
Capital Improvements	0	0	0	0
Utilities	135,902	142,800	142,800	142,800
Capital	0	0	0	15,000
Total	478,766	527,254	525,374	551,383
Revenue Sources:				
Hotel/ Motel Tax	613,070	714,000	650,000	670,000
Charges for Services	209,751	219,000	199,400	219,000
Other Revenue	820	675	675	675
Interest	2,301	0	0	0
General Fund - Other	(344,875)	(405,746)	(324,026)	(337,617)
Total	481,068	527,929	526,049	552,058

CIVIC ARENA CONCESSIONS

Program 5520

Program Description

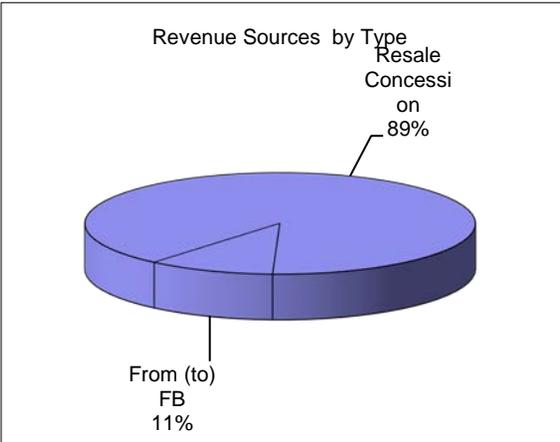
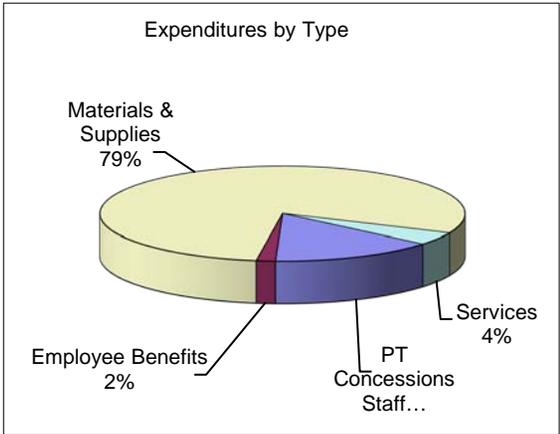
This program accounts for the concession products supplied to the patrons of the Civic arena through stand and bar operations. Staff also do minor catering of events.

Staffing Detail

Part time concession staff only

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
N/A	N/A	N/A	N/A

Operating Budget Summary



	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
PT Concessions Staff	14,525	14,726	14,726	14,726
Employee Benefits	1,970	1,839	1,839	1,707
Materials & Supplies	44,002	80,550	80,550	80,550
Services	3,946	4,500	4,500	4,500
Total	64,442	101,615	101,615	101,483
Revenue Sources:				
Resale Concession	113,021	115,000	115,000	115,000
Other Rev	0	0	0	0
From (to) FB	(48,579)	(13,385)	(13,385)	(13,517)
Total	64,442	101,615	101,615	101,483

Missouri Theater

Mission

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

Core Services

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

Current Year Activity/Achievements

- Local company productions, i.e. The Dark Fairy, Momma Mia, Wizard of OZ, St. Joseph Symphony, and others.
- Performing Arts Association brought in Killer Queen, Back Track Vocals, Tony Danza, Brass Transit, Lee Rocker and others.
- The return of four local dance companies using the Missouri Theater for the annual recitals.
- Various Pageants, conference and meetings used the venue.
- Continued working with a promoter where we were able to bring in the Oak Ridge Boys and Gordon Lightfoot.
- The Missouri Theater was the perfect venue for showcasing the film "Christmas at the Chateau."
- Branson artists the Haygoods performed at the Missouri Theater.

Budget Challenges/Planned Initiatives

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

MISSOURI THEATER

Program 3710

Program Description

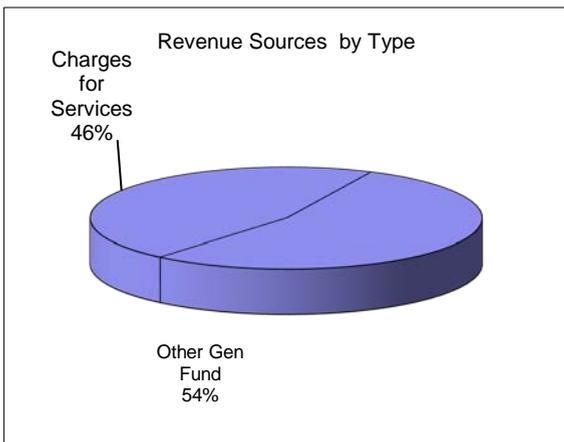
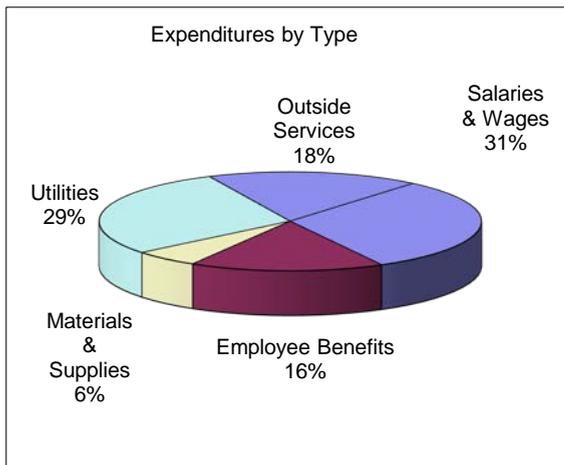
The Missouri Theater is a 1,200 seat, 1920's vaudeville style entertainment facility in the heart of downtown St. Joseph. The renovated Theater provides a home to many of the City's arts associations. It serves as a venue for a wide variety of cultural events.

Staffing Detail

Maintenance Technician

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
1	1	1	1

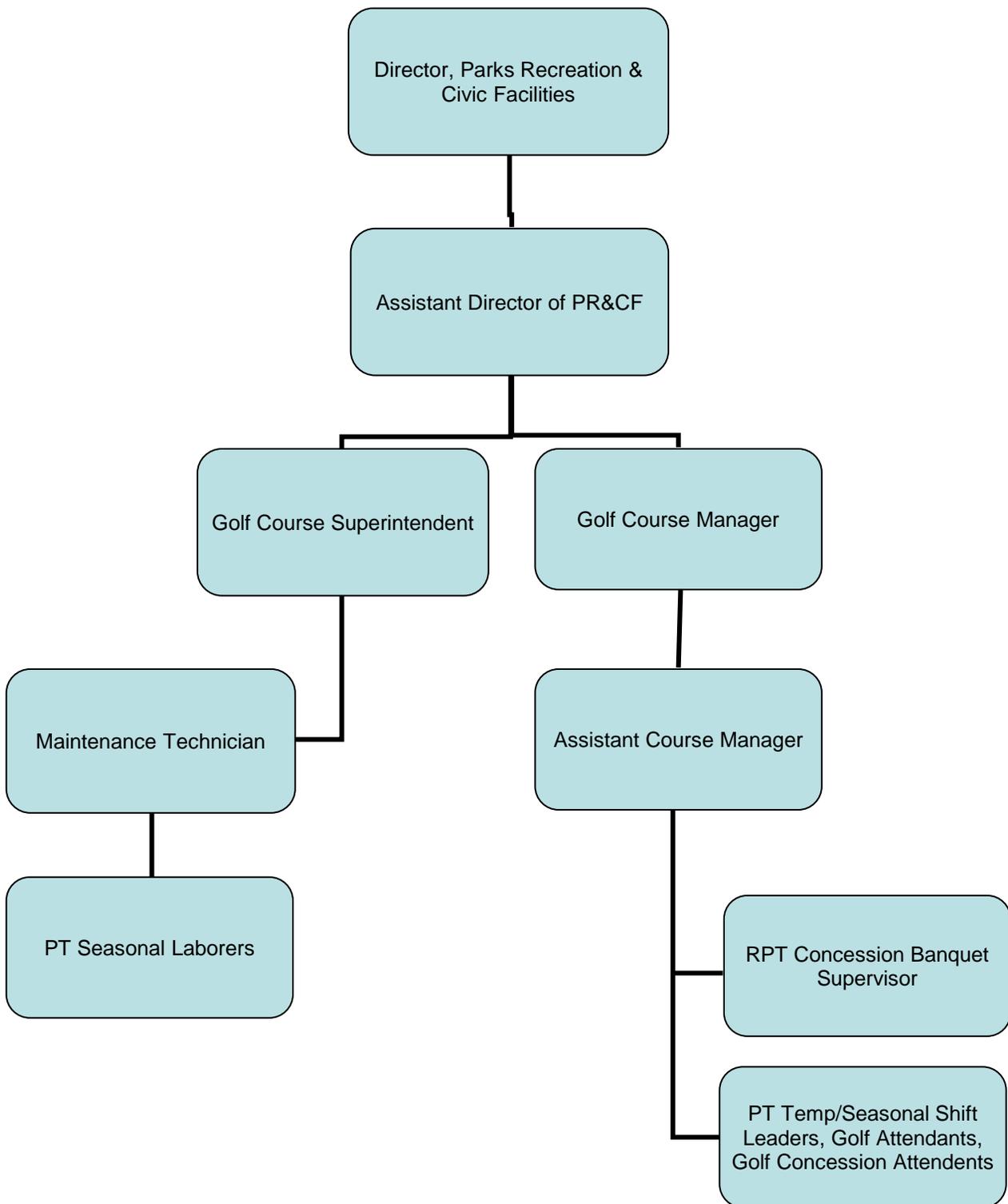
Operating Budget Summary



	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	39,465	32,263	32,263	36,027
Employee Benefits	15,175	17,501	17,501	19,110
Materials & Supplies	3,883	6,120	6,120	6,500
Utilities	54,119	50,300	33,692	33,692
Outside Services	19,919	14,000	16,000	16,000
Capital Improvement	0	0	0	5,000
Capital	0	6,500	6,500	0
Transfers	0	0	21,028	21,028
Total	132,562	126,683	133,103	137,356
Revenue Sources:				
Charges for Services	60,075	57,675	58,000	63,100
Interest	0	0	6,500	0
Other Gen Fund	72,487	69,008	75,103	74,256
Total	132,562	126,683	139,603	137,356



PARKS, RECREATION & CIVIC FACILITIES GOLF COURSE



Fairview Municipal Golf Course

Mission

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

Core Services

- The City of St. Joseph's only 18 hole public golf course
- Offering league opportunities for men, women, seniors, couples, and corporate
- Corporate outings, fundraisers, memorial events, and social eat/play/meeting options are all part of our Tournament schedule.
- Banquet room available for up to 150 guests as well as on site catering.
- Three outdoor patios with speaker systems have the ability to entertain guests whether they are golfers or banquet room attendees.
- Manicured golf course made consistent through daily, weekly, and other scheduled maintenance routines.
- Turf performance maintained through proper fertilization to greens, tees, fairways; pest and weed control; and aeration and seeding.
- Provide a clean and attractive clubhouse and parking lot area with courteous as well as informed staff to meet all your golf and banquet needs.

Current Year Activity/Achievements

- Leagues continue to be a fun atmosphere for all genres including Wednesday night Men's league which is full capacity each year, two ladies leagues, Legends senior men's league, as well as four corporate leagues.
- Corporate members remained steady this season with 112 participants.
- Junior camps, private lessons, and fall college beginners golf class are all available through a co-op with Greg Dillon, MWSU teaching pro who happens to sport very competitive men's/women's golf programs year end and year out.
- Banquet room opportunities continue to increase each year. Offering space for multiple events, the room hosted 202 events over the course of the year with 47% of those utilizing on-site catering/bar services.
- Cornhole leagues in co-op with the Recreation Department were again a fun winter activity in banquet room. Fairview held its own 16-team cornhole tournament over the winter for a new revenue idea turning out to be popular, annual event.
- New to FY19 season was a 6-event couples' golf league. Fairview and Duncan Hills in Savannah joined forces for this traveling event that gathered teams (couples) from each course to play for bragging "cup" rights. The league was successful when weather allowed us to play. We had to cancel 3 events due to wet conditions but will bring back the "cup" again in FY20.
- Banquet room was totally remodeled with new paint over the winter and installation of two large whiteboards for customer use.

Budget Challenges/Planned Initiatives

- Rounds were down significantly due to snow covered grounds most of the winter and extremely wet conditions all spring/summer.
- Another raise to minimum wage hits the budget this year. With area courses having relatively the same fee structure it is not feasible to raise fees again this year. Less staff again this year means service cuts across all areas from Clubhouse and Maintenance staffs. Possibly utilizing new online booking software can help reduce customer wait time and bring in more play.
- Competitive pricing becomes even more important moving into the future. Some call this dynamic pricing to bring in customers during off-peak hours/seasons at reduced rates through online tee times or daily specials. Some money is better than no money during these times.
- Clubhouse manager is looking into a new Online Tee Time/Golf POS software system that will utilize taking these tee times online (some at discounted rates) to bring in new customers and try to fill in some of the slower times of day/season.
- Simulator has been non-existent this off season due to unrepairable problems with the simulator itself. This feature will no longer be available until a designated area can be produced keeping the system up and running all year long.
- Continue monitoring slow/increment weather occurrences throughout the off season. Closing during these slow times or having delayed opening to coincide with banquet room rentals helps to save on labor costs. Clubhouse closed some in winter on weekends.

FAIRVIEW MUNICIPAL GOLF COURSE

Program 3070

Program Description

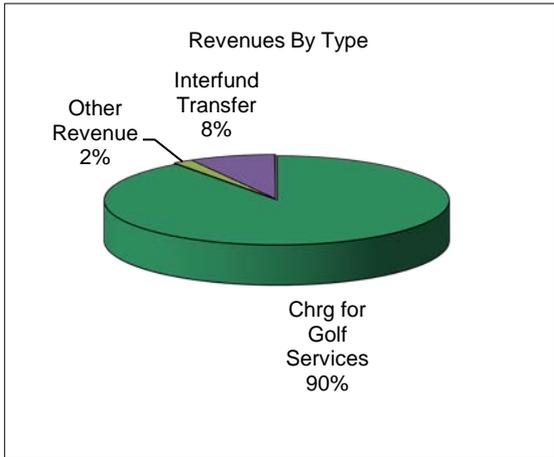
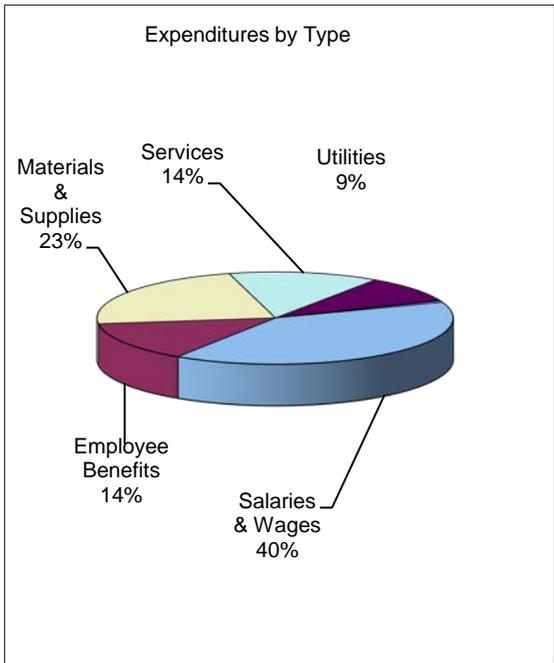
Fairview Golf Course, the City's only public course, offers a competitive and enjoyable golf environment and practice facility for St. Joseph citizens as well as visitors through leagues, clubs and other programs for men, women, seniors and

Staffing Detail

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

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
3.5	3.5	3.5	3.5
7.5	7.5	7.5	7.5

Operating Budget Summary



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	317,577	324,296	324,296	298,777
Employee Benefits	86,989	92,712	92,712	103,548
Materials & Supplies	184,649	168,900	168,900	171,900
Services	106,521	95,812	95,676	102,767
Utilities	86,890	86,500	85,015	69,015
Capital	0	0	0	0
Debt Service- Princ	0	0	0	0
Debt Service - Interest	0	0	0	0
Transfers	0	0	1,621	1,621
Transfers Computer	3,000	4,000	4,000	4,332
Total	785,626	772,220	772,220	751,960
Revenue Sources:				
Chrg for Golf Services	614,675	671,800	689,500	677,100
Interest	(1,317)	0	0	0
Other Revenue	558	6,000	6,000	14,000
Interfund Transfer	47,360	60,332	60,332	60,332
(To)/From Golf FB	124,351	34,088	16,388	528
Total	785,626	772,220	772,220	751,960

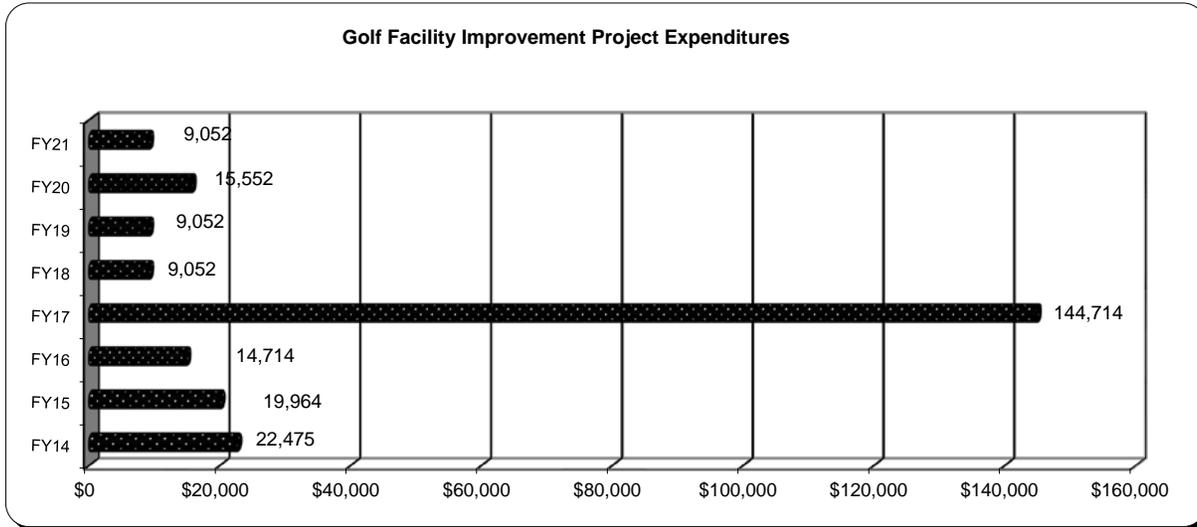
GOLF FACILITY IMPROVEMENTS

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

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	9,052	9,052	9,052	9,052
Debt Principal	0	0	0	0
Debt Interest	0	0	0	0
Machinery & Equip	0	0	0	0
Capital Imprvmts	0	6,500	6,500	0
Total	9,052	15,552	15,552	9,052
Revenue Sources:				
Chrgs for Services	15,810	21,100	21,100	22,700
Other Revenue	0	100	100	100
Interfund Transfer	0	6,500	6,500	0
FB from/(to)	(6,758)	(12,048)	(12,048)	(13,748)
Total	9,052	15,652	15,652	9,052

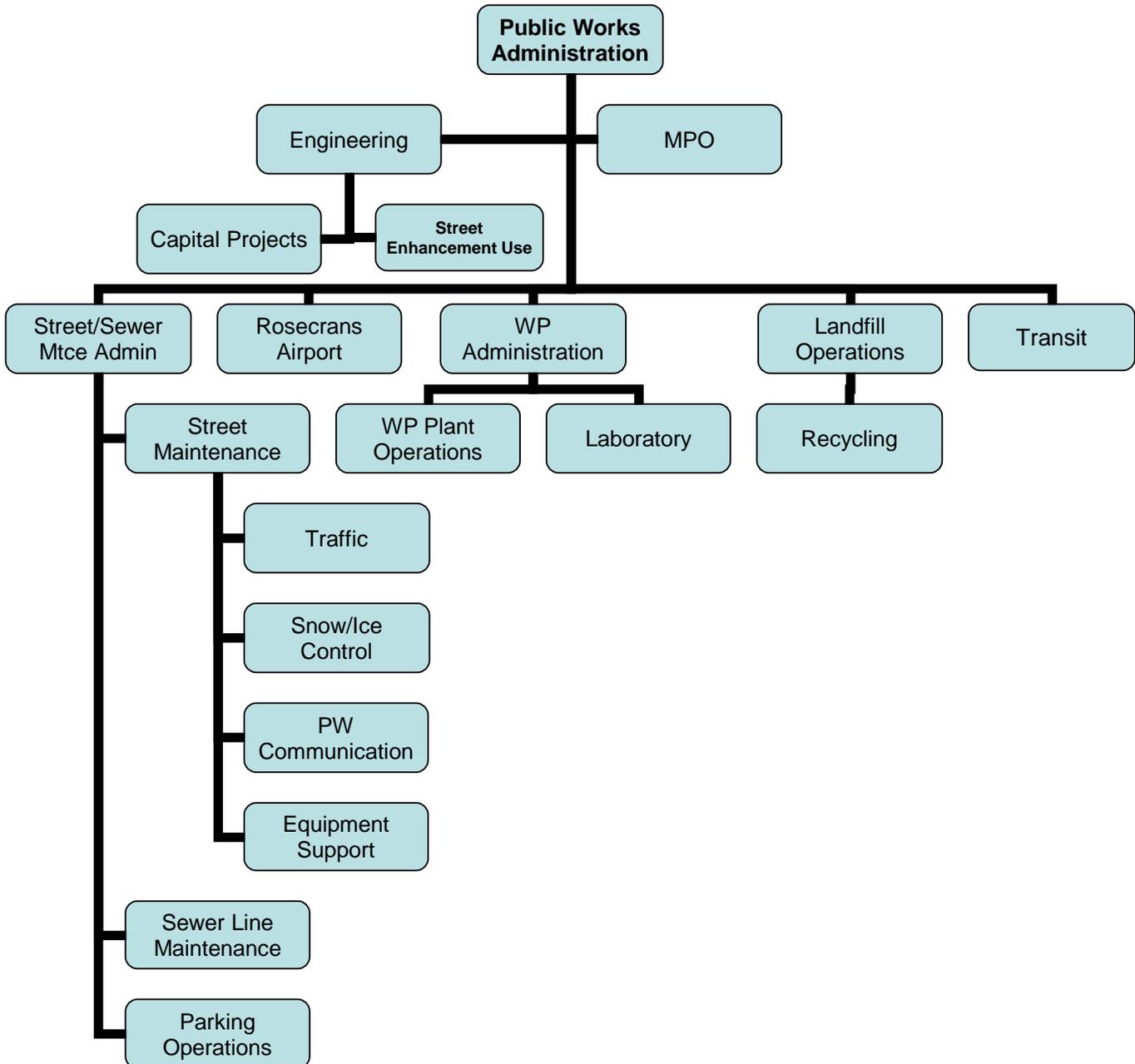
PUBLIC WORKS DEPARTMENT

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.

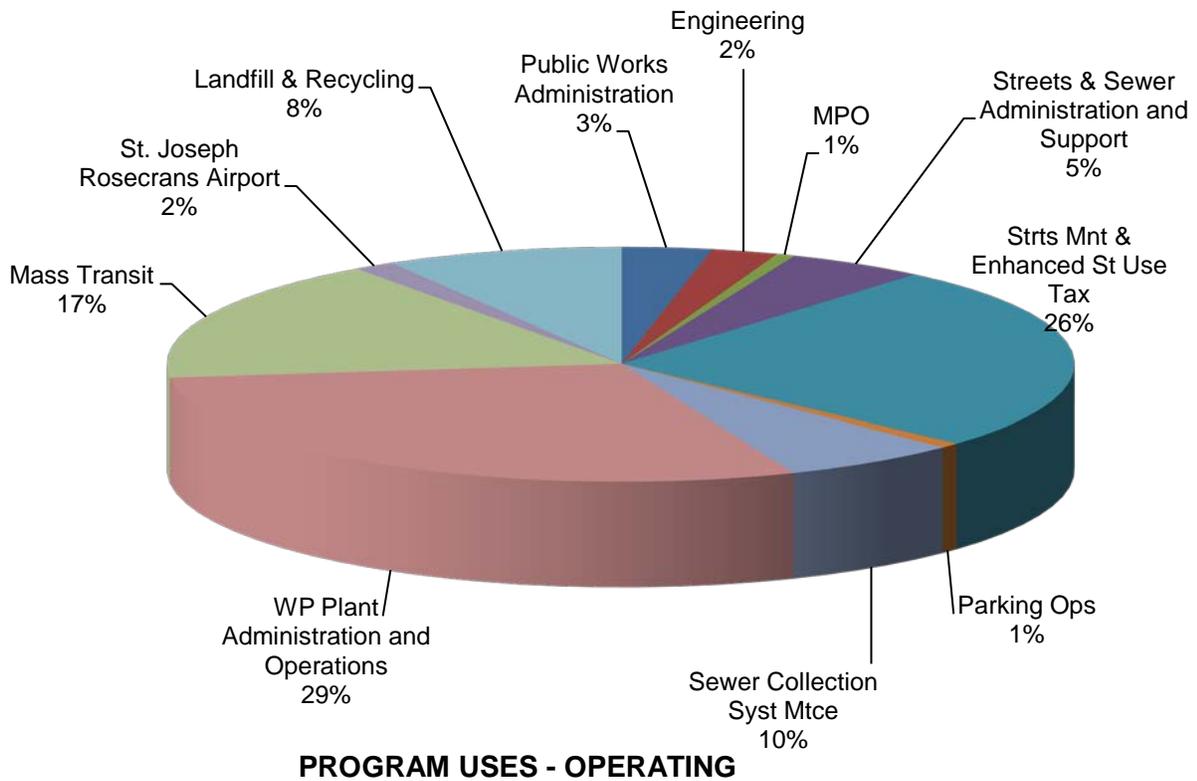
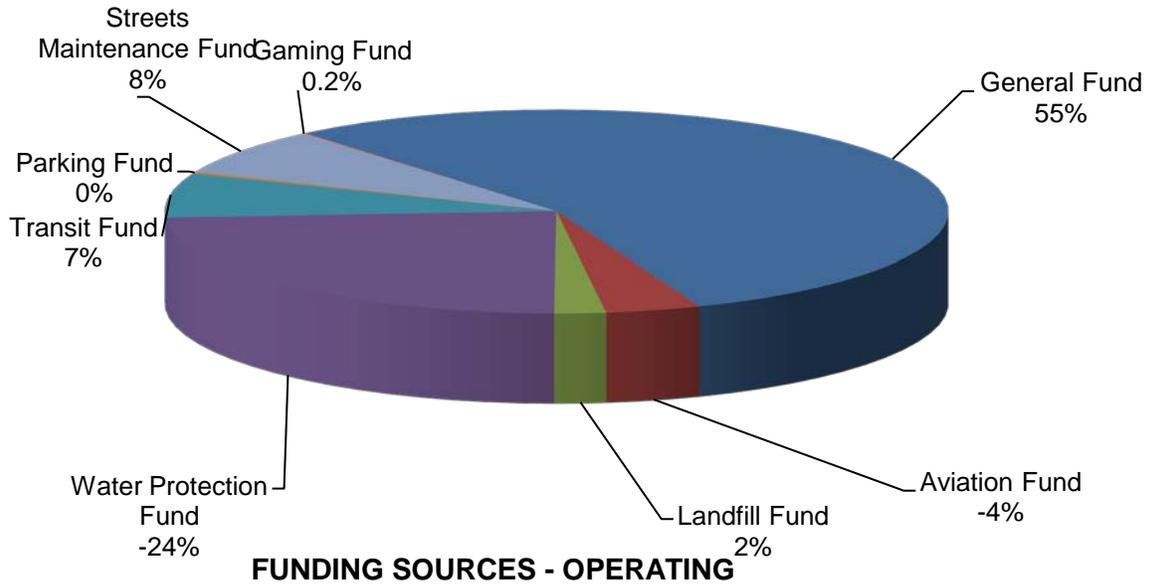
These operations are funded through the City's share of the Missouri motor fuel tax, road and bridge tax, local general sales tax, use tax, parking fees & fines, landfill fees, sewer treatment fees, airport rents, transit fares and federal transportation operation grants.

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: \$ 88,627,082



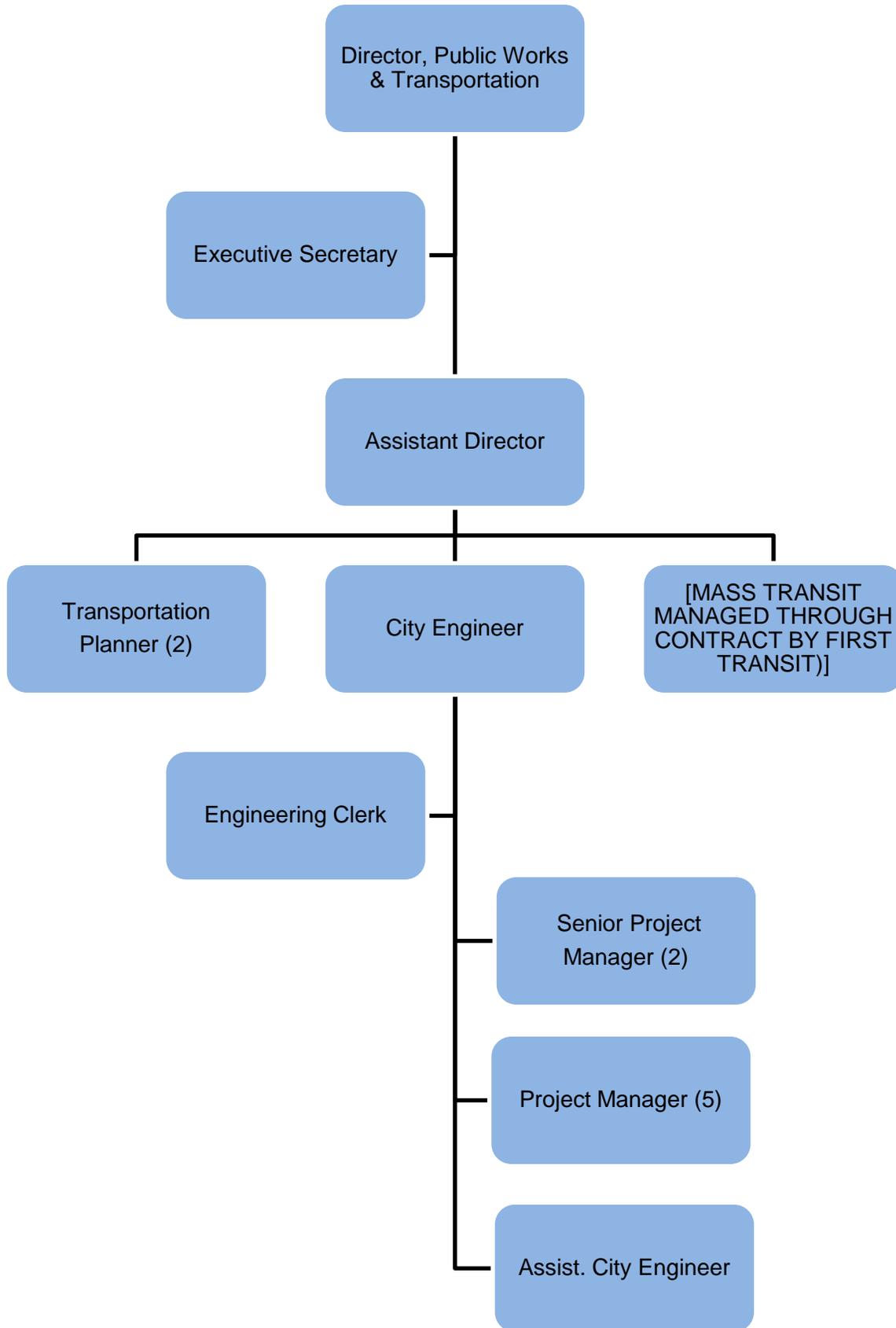
PUBLIC WORKS DEPARTMENT SOURCES & USES



PUBLIC WORKS DEPARTMENT SUMMARY

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
ACCOUNT TYPE				
Salaries & Wages		9,115,551	9,115,551	8,602,731
Payroll Expenses & Benefits	3,734,872	4,238,376	4,406,627	4,484,861
Materials & Supplies	3,304,780	4,104,130	4,103,030	3,736,542
Utilities & Other Contracted Services	14,917,784	16,132,307	16,046,277	16,663,946
Claims/Insurance/Fund Transfers	4,748,607	4,073,011	4,269,854	4,346,766
Debt Service	535,480	16,190,655	16,190,655	500,000
Operating Capital Outlay	5,336,086	5,892,000	5,955,239	3,918,000
Public Improvements	31,465,133	41,290,883	46,476,346	46,374,236
	<u>64,042,742</u>	<u>101,036,913</u>	<u>106,563,579</u>	<u>88,627,082</u>
USES BY OPERATING PROGRAM				
Public Works Administration	1,541,045	1,299,076	1,299,076	1,361,630
Engineering	896,016	1,007,086	1,007,086	1,006,521
MPO	255,800	297,200	297,200	282,289
Street Enhancement Use Tax	4,138,947	5,400,000	5,400,000	3,600,000
Streets & Sewer Administration and Support	1,896,318	1,967,767	1,967,767	2,043,724
Streets Maintenance	7,471,345	7,537,653	7,537,652	7,319,423
Parking Operations	376,116	412,034	412,034	302,459
Sewer & Stormwater Collection System Mtce	2,148,893	2,600,618	2,413,337	2,668,699
WP Plant Administration and Operations	12,989,051	28,205,245	28,574,780	12,015,558
Mass Transit	5,723,355	7,080,767	7,080,767	7,218,741
St. Joseph Rosecrans Airport	699,183	683,405	692,355	624,347
Landfill & Recycling	3,147,896	3,255,179	3,405,179	3,809,456
	<u>41,283,965</u>	<u>59,746,030</u>	<u>60,087,233</u>	<u>42,252,846</u>
ENTERPRISE FUNDS CIP PROGRAM				
Water Protection	29,423,870	20,601,031	22,791,455	38,763,984
Transit	146,373	8,755,000	8,755,000	1,333,400
Parking	253,851	253,852	253,852	253,852
Airport	98,185	9,842,000	12,837,039	4,500,000
Landfill	1,542,855	1,839,000	1,839,000	1,523,000
	<u>31,465,133</u>	<u>41,290,883</u>	<u>46,476,346</u>	<u>46,374,236</u>
TOTAL PUBLIC WORKS BUDGET:	<u>72,749,099</u>	<u>101,036,913</u>	<u>106,563,579</u>	<u>88,627,082</u>
FUNDING SOURCES				
General Fund	40,193,260	51,262,012	56,447,475	54,668,399
Gaming Fund	0	0	0	0
Capital Projects Fund	0	0	0	0
Streets Maintenance Fund	7,471,345	7,537,653	7,537,652	7,319,423
Water Protection Fund	15,137,944	30,805,864	30,988,118	14,684,257
Mass Transit Fund	5,723,355	7,080,767	7,080,767	7,218,741
Airport Fund	699,183	683,405	692,355	624,347
Landfill Fund	3,147,896	3,255,179	3,405,179	3,809,456
Parking Fund	376,116	412,034	412,034	302,459
	<u>72,749,099</u>	<u>101,036,913</u>	<u>106,563,579</u>	<u>88,627,082</u>
STAFFING SUMMARY (Full Time)				
Public Works Administration	4.0	3.0	3.0	3.0
MPO (1 position grant funded)	2.0	2.0	2.0	2.0
Engineering	10.0	10.0	10.0	10.0
Street & Sewer Administration & Support	17.0	17.0	17.0	17.0
Streets & Traffic Maintenance	53.0	53.0	53.0	53.0
Parking Operations	5.5	5.5	5.5	3.0
Sewer Collection System Maintenance	25.0	25.0	25.0	25.0
WP Administration	3.0	3.0	3.0	3.0
WP Plant	48.5	48.0	48.0	46.0
Laboratory	10.0	10.0	12.0	12.0
Airport	6.0	6.0	6.0	6.0
Landfill	19.0	19.0	19.0	19.0
Recycling	2.0	2.0	2.0	2.0
	<u>205.0</u>	<u>203.5</u>	<u>205.5</u>	<u>201.0</u>

**PUBLIC WORKS ADMINISTRATION,
ENGINEERING, MPO**



Public Works Administration

Mission

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

Core Services

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

Current Year Activity/Achievements

- Comply with the City's long term 2019 Administrative Order on Consent plan by completing mandated projects at the Wastewater Treatment Facility.
- Apply budgeting constraints to prioritize core services.
- Enhance operations with a focus on customer service, procurement, training, and communications.
- Conclude registration with the Missouri Department of Natural Resources to execute a revised Administrative Order on Consent.

Budget Challenges/Planned Initiatives

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

Performance Statistics

- Dollar amount of operating grants received: \$18,045,058.51
- Dollar amount of capital project grants procured: \$23,332,620.84
- Number of on-going capital projects monitored: 47
- Number of new capital projects that will start in FY21

PUBLIC WORKS ADMINISTRATION

Program 8360

Program Description

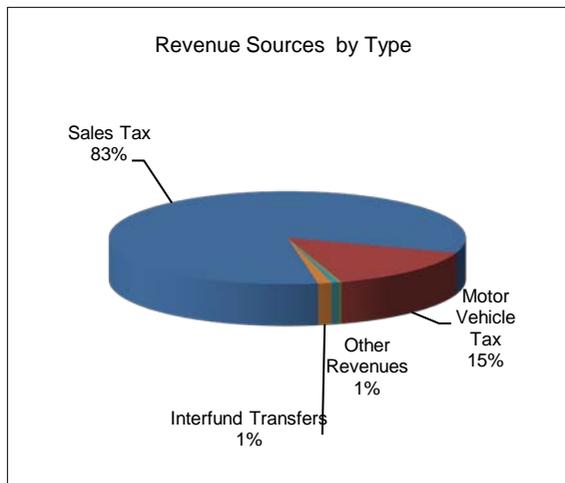
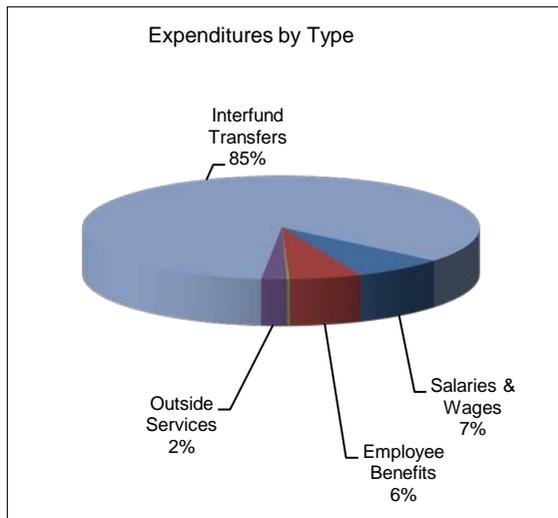
The Public Works Director and staff provide administrative services and management oversight for Public Works and Transportation divisions and programs with an emphasis on thorough planning consistent with the health, safety and economic needs of the public and goals of the City Council.

Staffing Detail

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

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	0	0	0
1	1	1	1
4	3	3	3

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted	Estimated	Budget
		Budget	Actual	
Salaries & Wages	283,075	97,244	97,244	101,007
Employee Benefits	112,163	85,266	85,266	79,279
Materials & Supplies	1,894	(44,470)	(44,470)	3,100
Outside Services	10,844	28,035	28,035	28,035
Utilities	69	0	0	0
Interfund Transfers	1,133,000	1,133,000	1,133,000	1,150,209
Total	1,541,045	1,299,076	1,299,076	1,361,630

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted	Estimated	Budget
		Budget	Actual	
Sales Tax	5,587,804	5,711,000	5,945,436	5,711,000
Motor Vehicle Tax	1,009,237	1,020,000	802,076	1,020,000
Permits	22,425	18,000	18,000	18,000
Parking Fees	1,291	1,000	1,000	1,000
Other Revenues	6,022	43,506	43,506	43,506
Interfund Transfers	1,115	34,998	34,998	84,352
General Fund	(5,086,849)	(5,529,428)	(5,545,940)	(5,516,228)
Total	1,541,045	1,299,076	1,299,076	1,361,630

Metropolitan Planning Organization (MPO)

Mission

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

Core Services

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

Current Year Activity/Achievements

- Conduct bicycle & pedestrian counts for the National Bicycle and Pedestrian Documentation Project
- Sponsoring the Annual Bike to Work Day, Week and Month.
- Produce a new 2021-2024 Transportation Improvement Program.
- Complete the 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.
- Implement a Safety and Innovation Lab and keep up to date
- Coordinate Transit Working Group, Freight Committee, Bike and Ped Committee, and the Safety Committee

Performance Statistics

- Number of Technical & Policy Board Meetings conducted - 12
- Amount of FHWA & FTA funding received - approximately \$182,942 for this year

MPO

Program 2180

Program Description

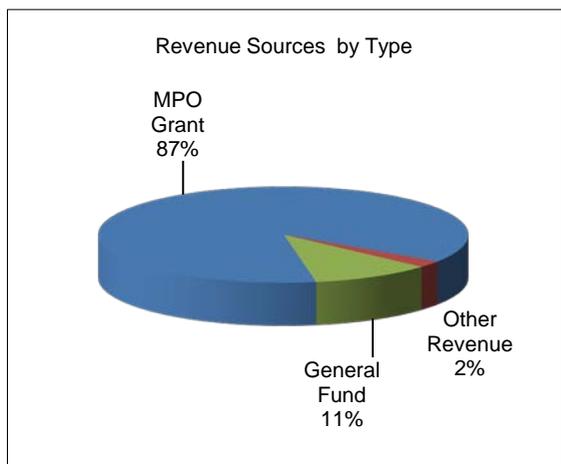
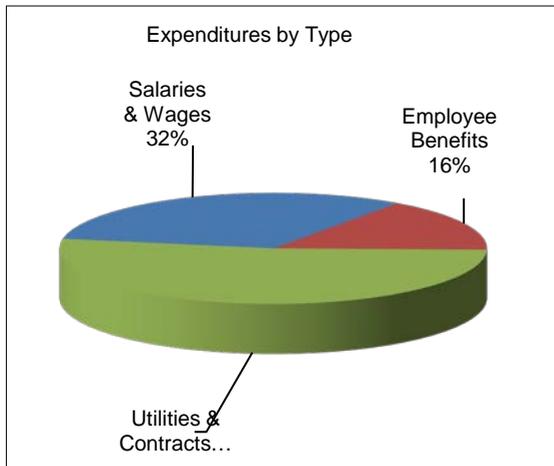
The Metropolitan Planning Organization (MPO) program was established to account for the revenues from grant or other special revenue sources. The major sources of funds in this program are federal and state transportation grants supporting the Unified Planning Work Program developed by the Metropolitan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

Staffing Detail

TRNST TRANSP PLANNING MGR
ASSIT TRANSPORTATION PLANNER

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	83,774	102,466	102,466	90,491
Employee Benefits	37,742	46,780	46,780	43,843
Utilities & Contracts	134,284	147,955	147,955	147,955
Materials & Supplies	0	0	0	0
Total	255,800	297,200	297,200	282,289

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
MPO Grant	204,106	312,080	312,080	312,080
Other Revenue	1,040	8,000	8,000	8,000
General Fund	50,654	(14,880)	(14,880)	(37,791)
Total	255,800	305,200	305,200	282,289

STREET ENHANCEMENT USE TAX

Program 2185

Program Description

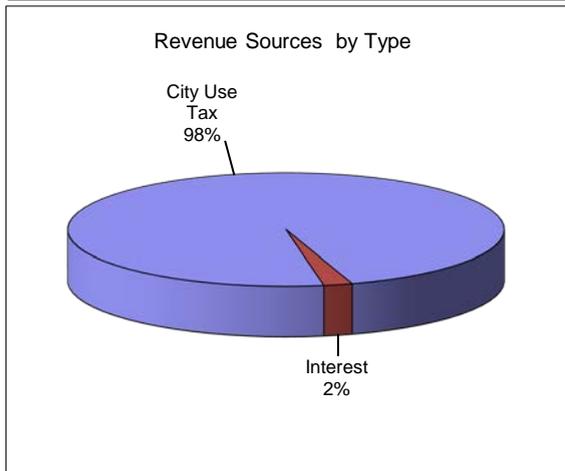
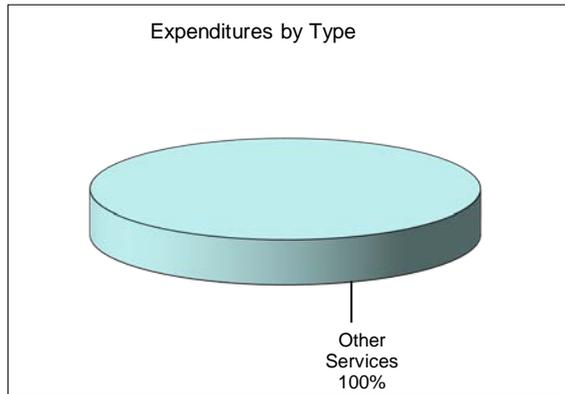
In April 2015 voters approved a local use tax on out-of-state purchases for a period of 10 years. The rate of the tax is equal to the local sales tax at any given time, currently 2.875%. Proceeds are being used to preserve the existing general fund revenues and, in this program, to provide revenues for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

Staffing Detail

N/A

2018-19	2019-20		2020-21
	Actual	Adopted Budget	
			Budget

Operating Budget Summary



	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Other Services	375	0	0	0
Capital Improvements	4,138,573	5,400,000	5,400,000	3,600,000
Total	4,138,947	5,400,000	5,400,000	3,600,000
Revenue Sources:				
City Use Tax	4,111,047	4,510,000	3,838,331	4,150,000
Interest	85,983	90,000	90,000	90,000
Approp fund	0	0	0	0
General Fund	(58,082)	800,000	1,471,669	(640,000)
Total	4,138,947	5,400,000	5,400,000	3,600,000

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 many 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

- MOANG Reinforced Concrete Box Culvert is under construction.
- New Fire Station Design-Build RFQ is underway; construction expected to begin later this year.
- Completed 2019 Resurfacing program and 2019 concrete street repairs.
- Krug Pool House Repairs will be underway soon; work is expected to be complete about the time the pools will be opened for the summer.
- Corps of Engineers 404 Permit was obtained to deal with flooding that created soil/silt deposits.
- Levee Stormwater Pump Station Construction is well underway and completion is expected soon.
- The City Energy Audit project is nearing completion.
- Oversight of numerous transit projects (solar light bus stops).
- Riverfront Sanitary Sewer Improvements will be underway soon.
- Pickett Road Reinforced Concrete Box Culvert is scheduled to begin construction soon.

Budget Challenges/Planned Initiatives

- Control CIP project designs to remain within funding limits.
- Managing several multi-million dollar wastewater projects with existing staff levels.
- Expanding Support Services & Project Oversight to other departments
- 2019 and 2020 Flooding and high water levels.

Performance Statistics

- Number of formal construction contracts developed - 14
- Number of Developer Plans reviewed - 95+

ENGINEERING

Program 8500

Program Description

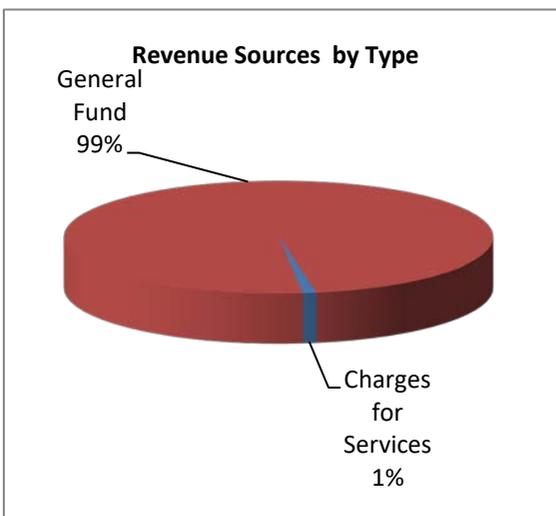
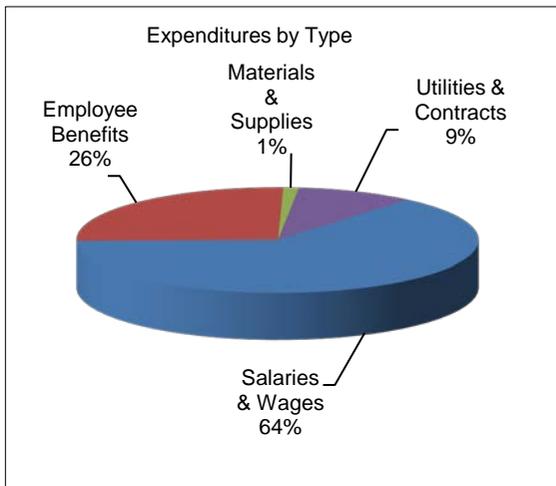
Provides planning, design, inspection, survey, testing, construction management and related services for work on capital improvement and maintenance projects for all City divisions and departments so that the projects are cost-effective and adhere to national/local design, construction, maintenance and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

Staffing Detail

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

2018-19	2019-20		2020-21
	Actual	Adopted Budget	
1	1	1	1
1	1	1	1
2	2	2	2
5	5	5	5
1	1	1	1
10	10	10	10

Operating Budget Summary



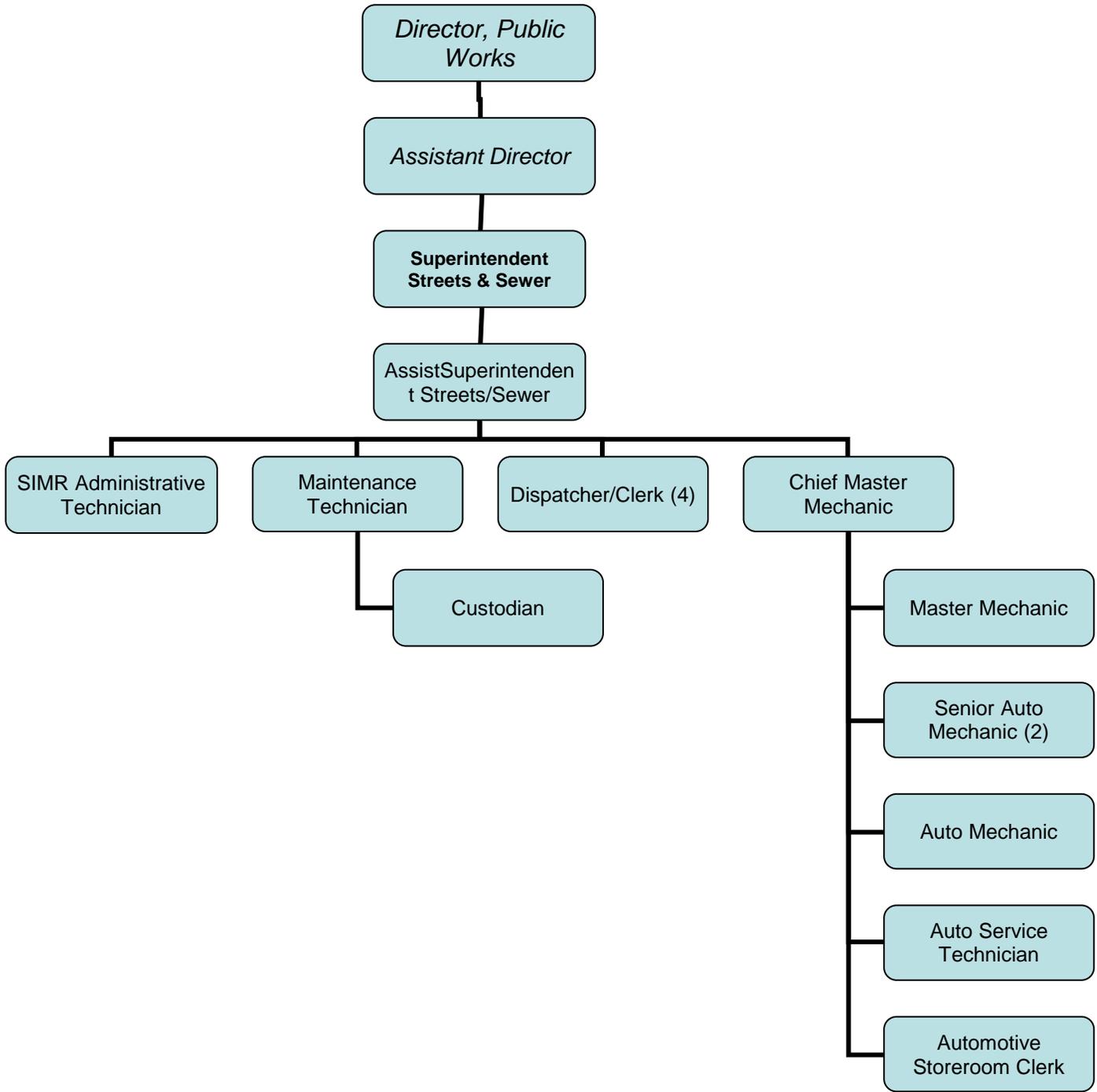
Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	581,873	625,901	625,901	639,742
Employee Benefits	214,001	253,455	253,455	259,199
Materials & Supplies	19,207	12,400	12,400	12,400
Utilities & Contracts	57,200	115,330	115,330	95,180
Capital	23,735	0	0	0
Transfer	0	0	0	0
Total	896,016	1,007,086	1,007,086	1,006,521

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services	0	10,000	10,000	10,000
General Fund	896,016	997,086	997,086	996,521
Total	896,016	1,007,086	1,007,086	1,006,521

**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

- Implemented salt brine program for snow removal
- Continuing implementation of Cartegraph asset management System
- Completed upgrade to storage building where Jetrod and Flusher can be kept without winterization for emergency needs during cold months; will also act as storage area for cold-sensitive materials used for street repair.

Budget Challenges/Planned Initiatives

- Reducing redundancies in parts inventory
- Staffing shortages due to compensation

Performance Statistics

- Dispensed 139,815 gallons of unleaded fuel and 105,344 gallons of diesel fuel; to date, \$509,395.14 since July 1, 2019
- Processed over 4,400 locate requests
- Performed 287 PM inspections/Oil Changes
- Replaced 33 batteries
- Replaced or repaired 87 tires
- Performed 10 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.

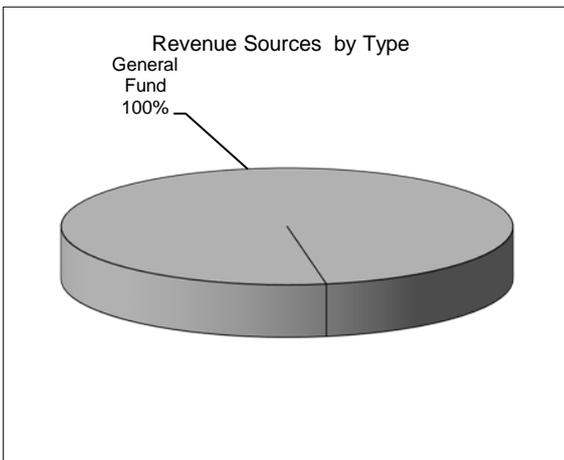
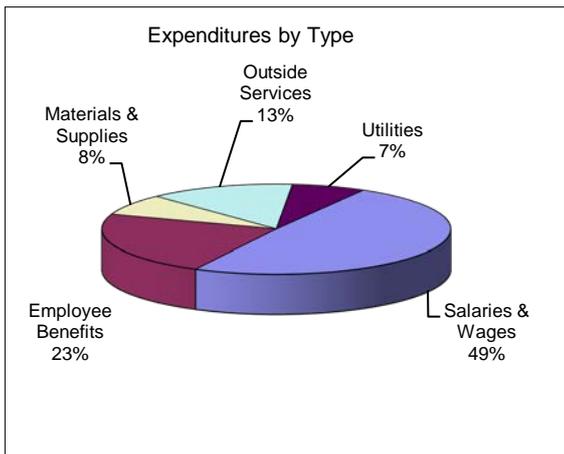
Staffing Detail

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

2018-19	2019-20		2020-21
	Actual	Adopted 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
6	6	6	6



Operating Budget Summary



Expenditures:

Salaries & Wages
 Employee Benefits
 Materials & Supplies
 Outside Services
 Utilities
 Transfer

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Total	533,971	521,978	521,978	597,276
Revenue Sources:				
Charges for Service	810	0	0	0
General Fund	533,161	521,978	521,978	597,276
Total	533,971	521,978	521,978	597,276

PUBLIC WORKS COMMUNICATIONS

Program 8520

Program Description

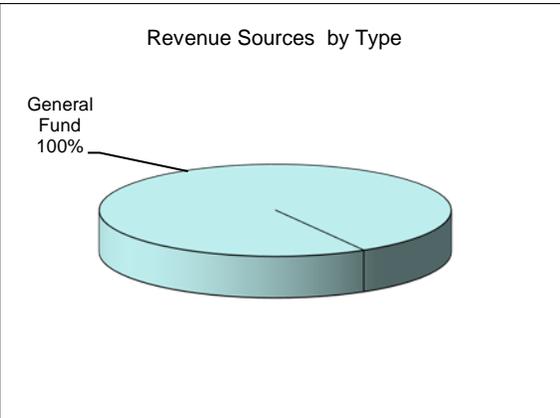
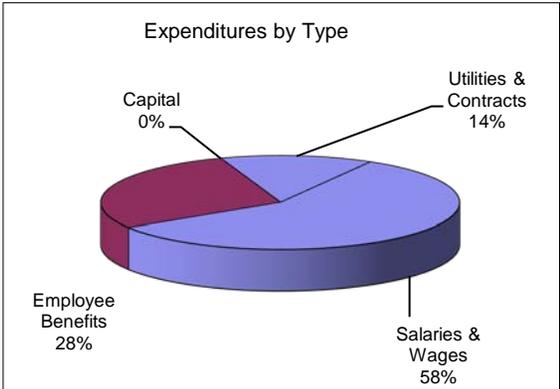
This division provides 24 hour, 7 day per week answering and dispatching service for street and sewer maintenance, emergencies, complaints and inquiries. Staff also provide communications support for the Health department on holidays, evenings, and weekends; dispense fuel to City vehicles; provide visual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

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
4	4	4	4

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	137,818	164,680	164,680	163,157
Employee Benefits	59,798	77,821	77,821	81,024
Capital	0	0	0	0
Utilities & Contracts	33,818	38,880	38,880	38,880
Total	231,434	281,381	281,381	283,061

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
General Fund	231,434	281,381	281,381	283,061
Total	231,434	281,381	281,381	283,061

EQUIPMENT SUPPORT

Program 8530

Program Description

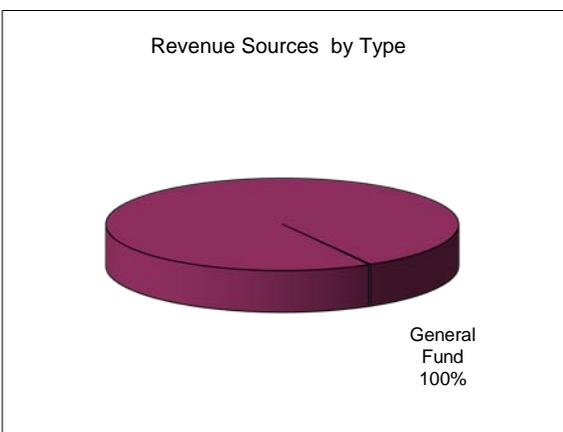
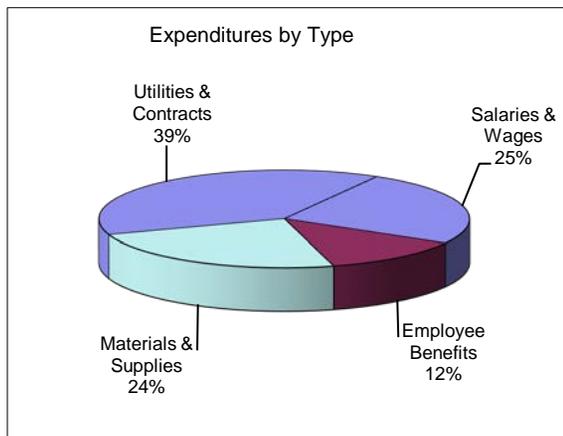
Staff provide a well-maintained fleet for all street, sewer, engineering, traffic and public parking vehicles and equipment through annual safety inspections, preventative maintenance work, and on-site repairs when necessary.

Staffing Detail

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

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2
2	2	2	2
1	1	1	1
7	7	7	7

Operating Budget Summary



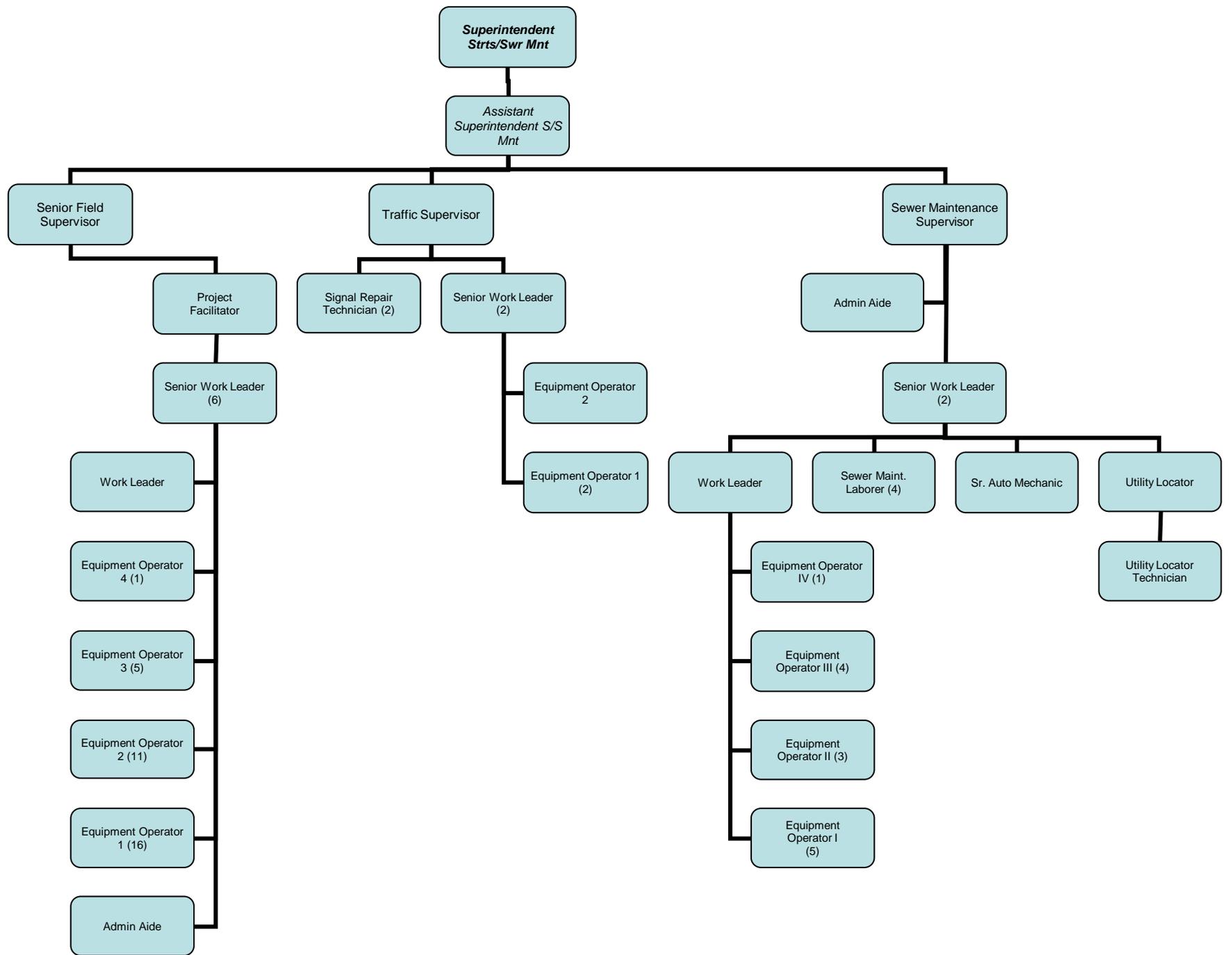
Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	251,725	294,437	294,437	290,413
Employee Benefits	102,947	141,490	141,490	144,494
Capital	84,403	0	0	0
Materials & Supplies	198,753	278,880	278,880	278,880
Utilities & Contracts	493,085	449,600	449,600	449,600
Total	1,130,913	1,164,408	1,164,408	1,163,386

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Operating Grant	0	0	0	0
Other Revenue	71	2,300	2,300	2,300
General Fund	1,130,842	1,162,108	1,162,108	1,161,086
Total	1,130,913	1,164,408	1,164,408	1,163,386

STREETS MAINTENANCE, SEWER MAINTENANCE, TRAFFIC



Streets Maintenance

STREETS MAINTENANCE/SNOW & ICE CONTROL

Mission

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

Core Services

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

Current Year Activity/Achievements

- Continued development of an improved secondary snow route system
- Experienced two distinct flood events
- Removed and replaced curbs and gutters on Village Drive in preparation for contractor replacement of pavement
- Had heated truck storage building constructed, to allow extension of construction season earlier in spring to later in fall

- Having new fuel storage tanks placed to take place of old underground tanks damaged in flood

Budget Challenges/Planned Initiatives

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

Performance Statistics

- Composite rating for City streets: 83
- Miles of streets slurry sealed: 24.19
- Tons of asphalt used patching potholes: 346
- Number of potholes patched: 2,312
- Miles of street swept: 1,084
- Number of locations mowed in ROW: 62
- Number of cubic yards of concrete poured: 691.25
- Number of feet of ditches dug: 2060

STREET MAINTENANCE

Programs 1210 &

1211

Program Description

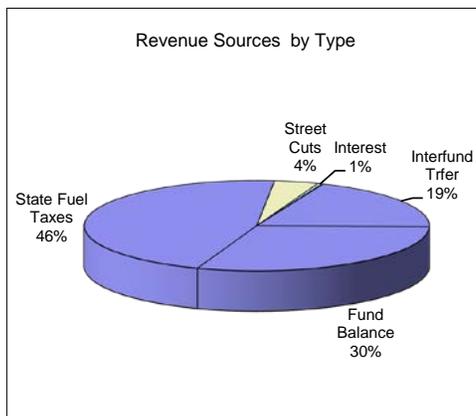
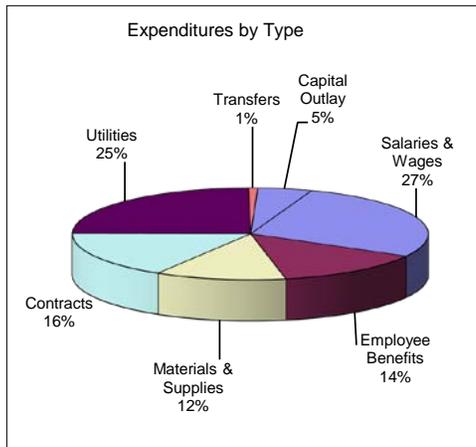
The division ensures the public's health and safety and promotes economic development by providing timely, cost effective preventative maintenance and repair to all public streets, bridges, and storm drainage systems within City owned right-of-way. Staff also assist with maintenance of public alleys;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

Staffing Detail

Senior Field Supervisor
 Senior Work Leader
 Utility Cut Inspector
 Project Facilitator
 Equipment Operator 4
 Equipment Operator 3
 Equipment Operator 2
 Equipment Operator 1
 Administrative Aide

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
6	6	6	6
0	0	0	0
1	1	1	1
1	1	1	1
5	5	5	5
11	11	11	11
19	19	19	19
1	1	1	1
45	45	45	45

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	1,853,939	1,896,747	1,896,747	1,667,544
Employee Benefits	823,513	866,659	866,659	831,505
Materials & Supplies	865,492	1,049,100	1,049,100	715,877
Contracts	523,444	650,995	650,995	995,618
Outside Services	1,449,181	1,493,500	1,493,500	1,493,500
Transfers	32,000	42,000	42,000	50,901
Capital Outlay	145,702	92,000	92,000	298,000
Public Improvements	557,620	200,000	200,000	0
Total	6,250,891	6,291,001	6,291,001	6,052,945

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
State Fuel Taxes	2,798,314	2,765,740	2,325,055	2,790,740
Misc Grants	14,971	0	0	0
Street Cuts	185,533	250,000	250,000	250,000
Interest	26,475	24,570	24,570	24,570
Principal	9,586	6,750	6,750	6,750
Other Rev	11,874	57,000	57,000	0
Interfund Trfer	1,232,928	1,233,000	1,233,000	1,150,209
Fund Balance	1,971,211	1,953,941	2,394,626	1,830,676
Total	6,250,891	6,291,001	6,291,001	6,052,945

Traffic

Mission

The mission of the Traffic Division is to protect the safety of vehicular and pedestrian traffic in accordance with the MUTCD.

Core Services

- Maintain, repair and install the traffic control devices throughout the City, including traffic, fire, pedestrian and school signals, weather stations, traffic signs and on and off-street pavement markings
- Provide annual traffic signal preventive maintenance programs
- Serve as an emergency response crew for snow/thunder/wind storms, floods, fires and other emergencies
- Serve as an on-call service repairman
- Perform traffic counts and data collection as required
- Do visual checks and measurements for handicaps & dumpsters
- Research traffic needs
- Provide field safety inspections
- Coordinate road closures

Current Year Activity/Achievements

- Continuing major sign replacement program in order to comply with new sign reflectivity standards
- Continuing the long-term replacement program of high-intensity stop signs
- Traffic data collection in several different areas
- Began replacing intersection paint markings with thermoplastic markings (stop bars, arrows, crosswalks)

Budget Challenges/Planned Initiatives

- Keep replacing signs that do not comply with the MUTCD as the budget will allow
- Paint over 400 lane miles of pavement markings plus all pedestrian and stop bars
- Help the airport and park departments with their pavement markings
- Inventory of all signs throughout the city
- Special events severely strain our budget resources
- More traffic signs are being made in-house; although cheaper than purchasing ready-made signs, the cost of materials is rising

Performance Statistics

- Two (2) Cabinet & Controller sets were upgraded
- Preventive Maintenance on traffic signal devices at 26 locations
- 6 new signal heads installed due to knock downs
- Tested Conflict Monitors in 64 intersections
- Number of pavement markings lane miles 413 lane miles. (2935 Gallons of Paint)
- 215 pedestrian crossings and 202 stop bars painted
- Painted 6 City owned parking lots

TRAFFIC

Program 2110 & 2111

Program Description

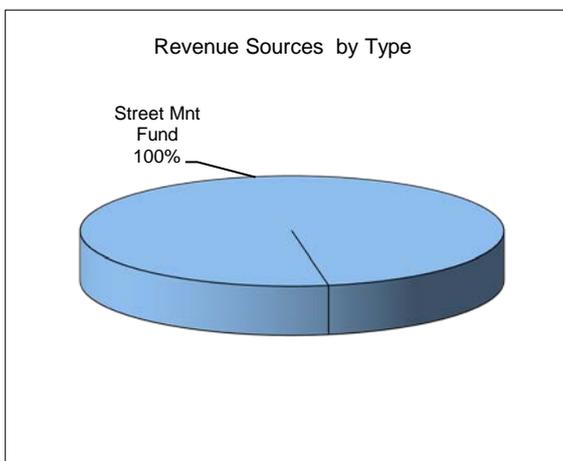
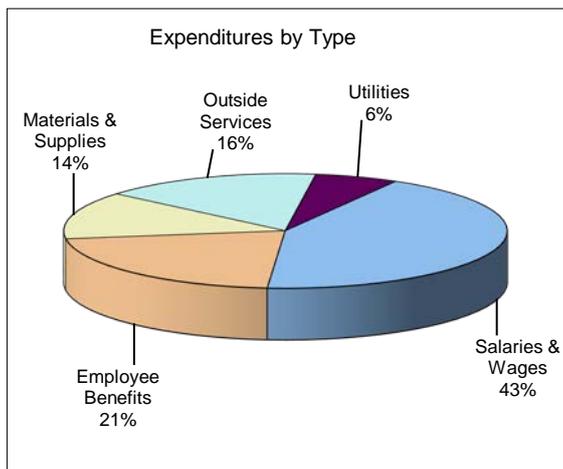
Division staff maintain, repair and install the traffic control devices throughout the City, including traffic, fire, pedestrian and school signals, weather stations, traffic signs and on and off-street pavement markings in order to protect the safety of vehicular and pedestrian traffic. Staff also research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

Staffing Detail

- Traffic Supervisor
- Senior Work Leader
- Signal Repair Technician
- Equipment Operator II
- Equipment Operator I

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
3	2	2	2
1	2	2	2
1	1	1	1
2	2	2	2
8	8	8	8

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	343,012	340,659	340,659	338,153
Employee Benefits	153,305	166,442	166,442	168,775
Materials & Supplies	103,053	106,000	106,000	106,000
Outside Services	118,860	126,150	126,150	126,150
Utilites	43,956	48,100	48,100	48,100
Capital Outlay	0	0	0	0
Total	762,187	787,351	787,351	787,178

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Other Rev	9,241	0	0	0
Street Mnt Fund	752,946	787,351	787,351	787,178
Total	762,187	787,351	787,351	787,178

SNOW & ICE CONTROL

Program 2150

Program Description

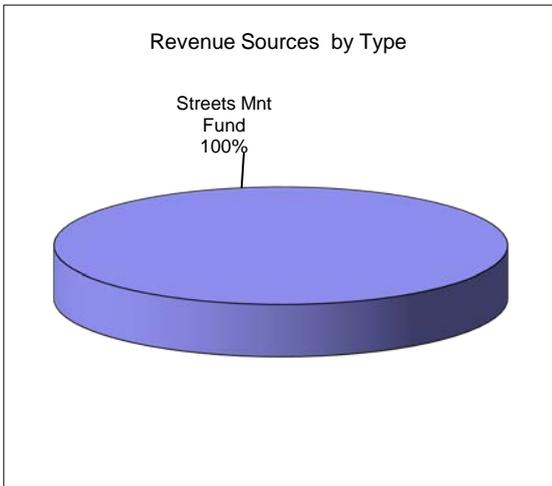
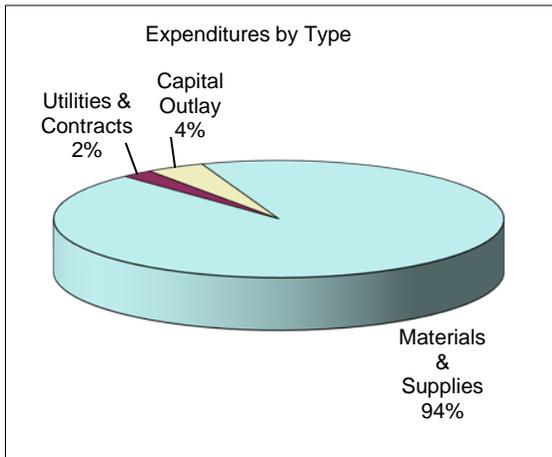
This program tracks and manages the materials and purchases associated with the yearly expenses of snow and ice control.

Staffing Detail

N/A

2018-19	2019-20		2020-21
	Adopted Budget	Estimated Actual	
Actual			Budget

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies	447,098	448,300	448,300	448,300
Utilities & Contracts	11,169	11,000	11,000	11,000
Capital Outlay	0	0	0	20,000
Total	458,268	459,300	459,300	479,300

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Other Rev	0	0	0	0
Streets Mnt Fund	458,268	459,300	459,300	479,300
Total	458,268	459,300	459,300	479,300

Sewer Collection System Maintenance

Mission

The mission of the Sewer Collection System Maintenance Division is to protect public health and the system's physical assets by maintaining the physical integrity of the wastewater and combined sewer collection system.

Core Services

- Routine preventive maintenance of the sewer collection system including, but not limited to, inspection and cleaning
- Closed circuit television inspections (CCTV) of the sewer system
- Implement the response strategy for the Capacity, Management, Operation and Maintenance (CMOM) requirements of the Clean Water Act
- Document and report on all sewer maintenance management, operations and maintenance activities to the MDNR on behalf of the EPA
- Respond to reports of blocked sewer lines and/or backups
- Clean and repair manholes and storm sewer inlets
- Update the sewer facilities shown on the City GIS system

Current Year Activity/Achievements

- Working on the multi-year sewer district cleaning program
- Have completed a number of pre-acceptance CCTV inspections of new sewers
- Continuation of implementing Cartagraph as the new asset management system
- Continued working with Utility Support Services by dye testing indicated properties in order to verify sewer connections

Budget Challenges/Planned Initiatives

- Keep up with ever changing state and federal rules and regulations
- Keep up with needed sewer and inlet repairs
- Continuing towards facility relocation
- Staffing shortages due to compensation
- Initiate a voluntary collections system licensing program for employees

Performance Statistics

- Total miles of sanitary sewer line: 409.06
- Length of lines cleaned: 170,389 ft. or 32.27 miles
- Length of sewer line inspected w/closed circuit TV: 23,862 ft. or 4.5 miles
- Number of inlets repaired/replaced: 84
- Number of inlets cleaned: 287
- Number of dye tests performed: 63
-

SEWER MAINTENANCE

Program 6430

Program Description

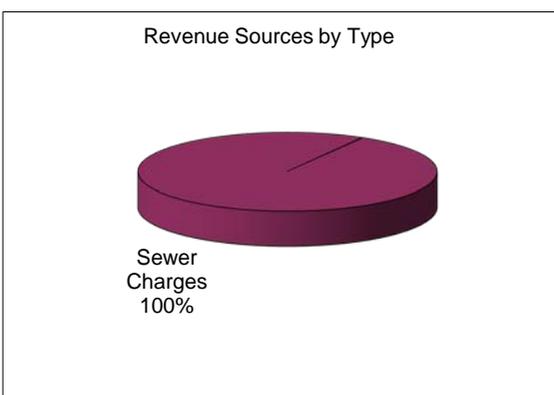
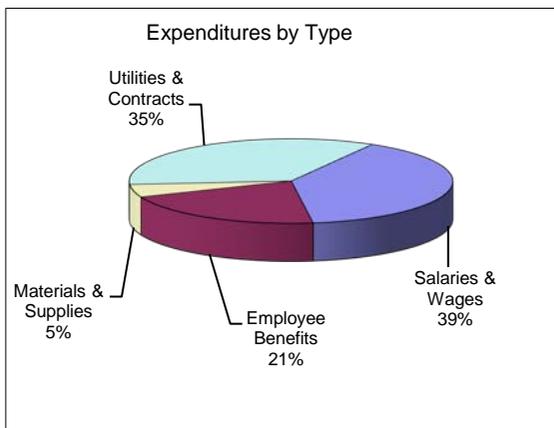
Staff maintain the physical integrity of the system. To avoid system breaks, spills, etc., crews inspect, clean, maintain, and repair the wastewater and storm sewer collection system. This includes all City sewers, manholes, and storm sewer inlets located outside the water protection plant.

Staffing Detail

- Sewer Maintenance Supervisor
- Senior Work Leader
- Utility Locator
- Work Leader
- Utility Locator Technician
- Equipment Operator IV
- Equipment Operator III
- Equipment Operator II
- Administrative Aide
- Equipment Operator I
- Senior Auto Mechanic
- Sewer Maintenance Laborer

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
1	1	1	1
2	2	2	2
1	1	1	1
1	1	1	1
1	1	1	1
1	1	1	1
4	4	4	4
3	3	3	3
1	1	1	1
5	5	5	5
1	1	1	1
4	4	4	4
25	25	25	25

Operating Budget Summary



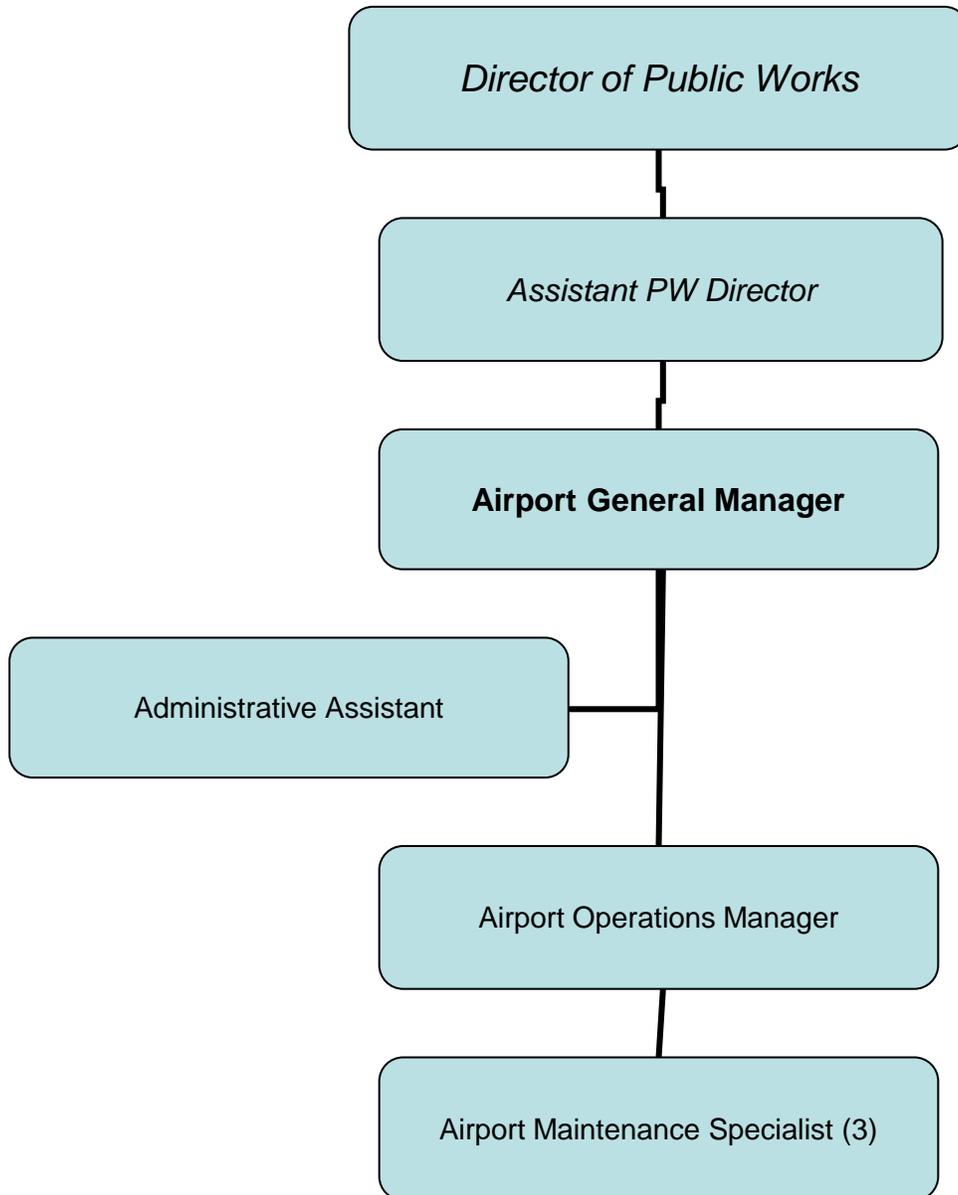
Expenditures:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Salaries & Wages	966,190	1,022,634	1,022,634	1,054,452
Employee Benefits	412,721	488,993	657,246	560,098
Materials & Supplies	107,693	129,600	133,100	129,600
Utilities & Contracts	636,588	959,391	546,068	924,549
Insurance & Other	0	0	0	0
Capital Equipment	25,700	0	0	0
Public Improvements	0	0	54,289	0
Total	2,148,893	2,600,618	2,413,337	2,668,699

Revenue Sources:

	2018-19 Actual	2019-20 Adopted Budget	2019-20 Estimated Actual	2020-21 Budget
Interest	6	0	0	0
Other Rev	0	0	0	0
Transfers	3,250	3,250	3,250	3,250
Sewer Charges	2,145,637	2,597,368	2,410,087	2,665,449
Total	2,148,893	2,600,618	2,413,337	2,668,699

ROSECRANS MUNICIPAL AIRPORT



Rosecrans Municipal Airport

Mission

Dedicated to providing safe aeronautical facilities and quality services to all general, corporate, commercial and military aviation operations of a progressive community.

Core Services

- Maintain all airport pavement and safety area surfaces, lighting and markings
- Provide required FAA airport maintenance and operations such as grass mowing, snow removal and wildlife conditions
- Meet/exceed compliance requirements evaluated during annual FAA Part 139 Airfield Safety Inspection
- Manage land/property leases with tenants to resolve any deficiencies and monitor compliance
- Maintain current airfield preventative maintenance program/forecast for future airfield pvmt program
- Implement airport security measures necessary to ensure airport safety and to satisfy FAA
- Provide affordable aircraft hangar rental space for private/commercial aircraft at fair mkt value
- Inspect supplies fueling equipment/vehicles for FAA compliance
- Maintain operational joint use areas as contracted in Airport Joint Use Agmt with MoANG

Current Year Activity/Achievements

- During annual FAA Part 139 Airfield Inspection, Rosecrans Airport received zero discrepancies three (3) years in a row, thereby receiving a Medal of Excellence and a Safety Enhancement Award in 2019
- Maintain Wildlife Perimeter Fence
- Design and reconstruct Runway 17/35
- Development of an Airport Business Plan
- Rehabilitate Air Traffic Control Tower
- EAA Young Eagles annual rallies to give STJ youth opportunity to explore aviation
- Purchased new Crew Cab Truck with larger deicer spreader to effectively/efficiently perform daily airfield tasks

Budget Challenges/Planned Initiatives

- Ever increasing FAA requirements to maintain certification
- Airshows great for community but added expense for several city departments
- Aging buildings and equipment continue to increase frequency of repair time and costs
- Replacement of several aging equipment and appliances
- Partner with 139AW to accommodate all military missions
- No further incoming revenue from FAA for facilities lease agreement
- Capital Improvement Projects, Various
- Feasibility study of facilities on south end of airport for potential private sector investment to the community

Performance Statistics

- Total Based Aircraft (2019): 63 (10-military; 53-general aviation, corporate, medical, agricultural)
- Total Aircraft Operations (2019 takeoff/landings): 18,333 compared to 2018 total of 16,367
- Total Volume Aircraft Fuel Sales (2019): 225,226 gallons compared to 2018 total of 217,307
- Hangar Occupancy: 34 existing T-hangars with average 85% occupancy

AIRPORT OPERATIONS

Program 1310

Program Description

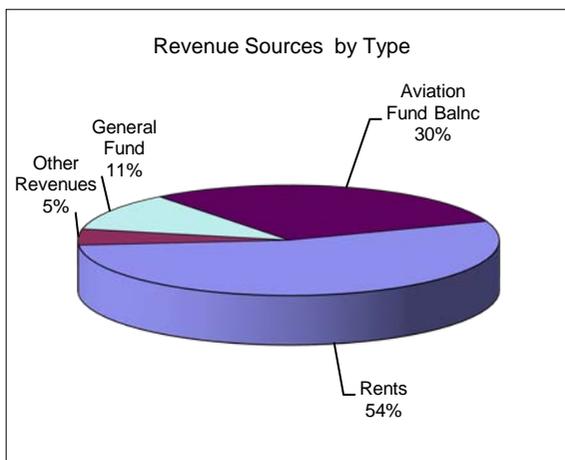
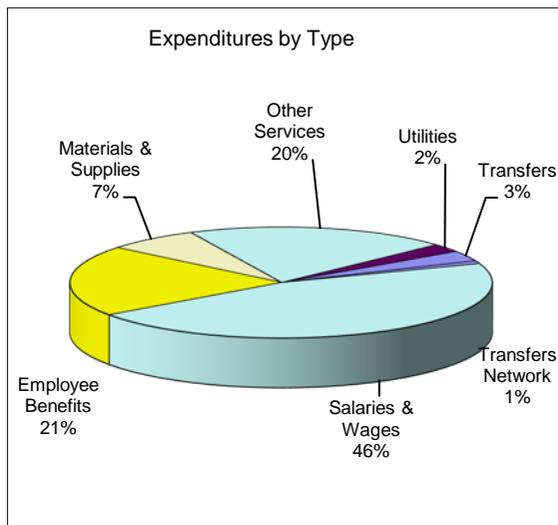
To improve the economic climate of the airport and attract additional general aviation and commercial operations this program oversees airport maintenance and operations. The program derives revenue through facility, hangar and land rents. Deficits are financed through transfers from the SIM&R Fund. Over the last five years, the airport has received over \$5 million in capital improvement grants. Aviation is under the direction of Public Works & Transportation Department.

Staffing Detail

Airport Manager
 Airport Operations Manager
 Secretary
 Airport Maintenance Specialist

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3
6	6	6	6

Operating Budget Summary



	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	300,342	304,830	304,830	285,114
Employee Benefits	127,408	139,975	139,975	129,668
Materials & Supplie	61,198	44,040	44,040	44,040
Other Services	121,069	124,560	121,661	125,711
Utilities	38,371	36,000	19,753	15,252
Capital Outlay	46,795	30,000	38,950	0
Capital Improvemer	0	0	0	0
Transfers	0	0	19,147	19,147
Transfers Network	4,000	4,000	4,000	5,415
Total	699,183	683,405	692,355	624,347
Revenue Sources:				
Misc Grants	17,707	0	50,000	0
Rents	400,435	403,385	354,107	337,840
Other Revenues	43,520	26,780	31,850	29,280
Interest Earnings	20,867	100	100	100
General Fund	138,290	148,290	198,290	70,000
Aviation Fund Balnc	78,365	104,850	58,008	187,127
Total	699,183	683,405	692,355	624,347

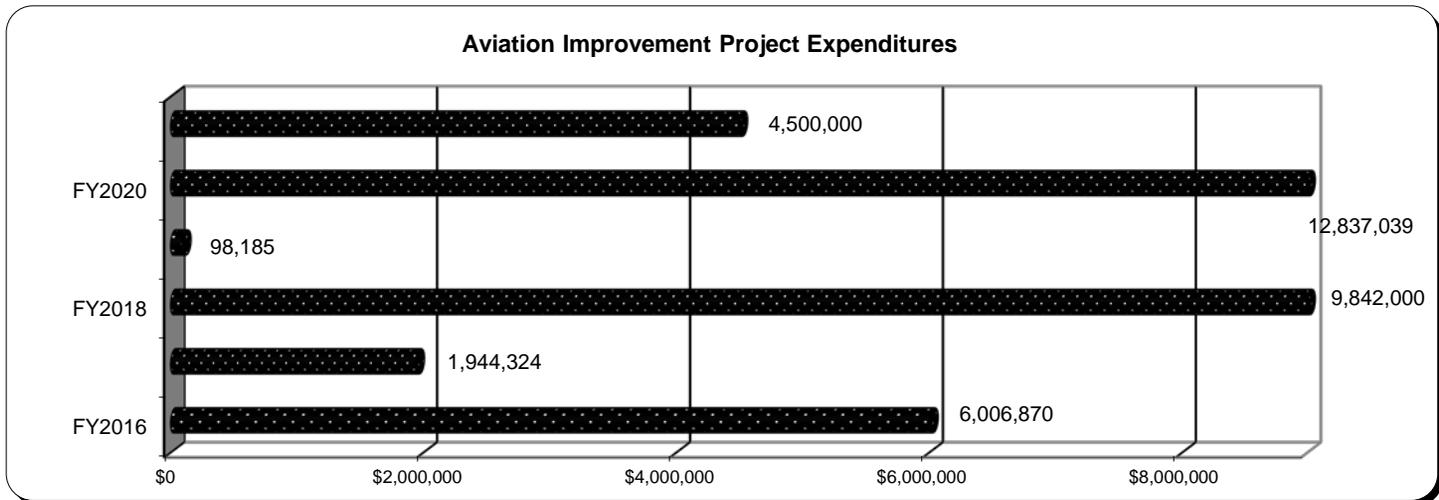
AVIATION FUND IMPROVEMENT PROJECTS

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.

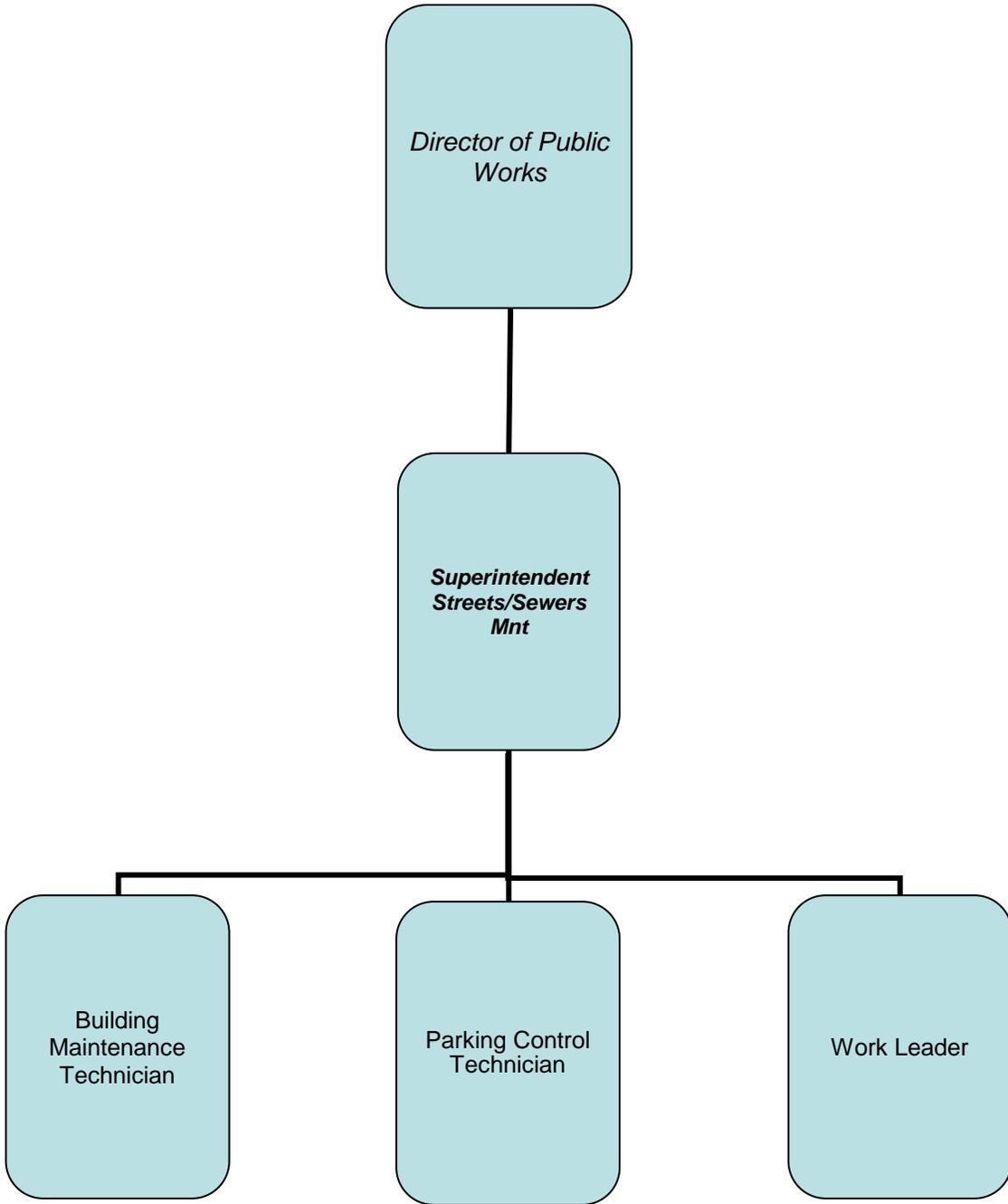
CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Capital Budget Summary

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Outside Services	5,630	250,000	415,650	0
Capital Equipment	0	0	0	0
Improvement Proj's	92,555	9,592,000	12,421,389	4,500,000
Total	98,185	9,842,000	12,837,039	4,500,000
Revenue Sources				
Grants	537,695	8,637,800	11,707,905	4,342,500
Transfers & Other	168,610	1,204,200	1,245,427	157,500
Aviation CIP FB	(608,121)	0	0	0
Total	98,185	9,842,000	12,953,332	4,500,000

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

- Upgrade ticket spitters at 5th and Felix and 6th and Jules
- Replaced wiring and conduit due to theft 6th & Jules
- Continued enforcement duties on 2 levels of new Mosaic parking garage at 8th and Felix

Budget Challenges/Planned Initiatives

- Lack of funding has resulted in the inability to make needed repairs to the facilities
- Upgrade security features
- Provide payment kiosks for ease of public obtaining parking passes

Performance Statistics

- Tickets issued by staff: 2,792
- Collection letters issued before legal notices issued: \$ 26,169
- Collection letters issued after legal notices issued: \$ 4,999
- Currently there are 2,515 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

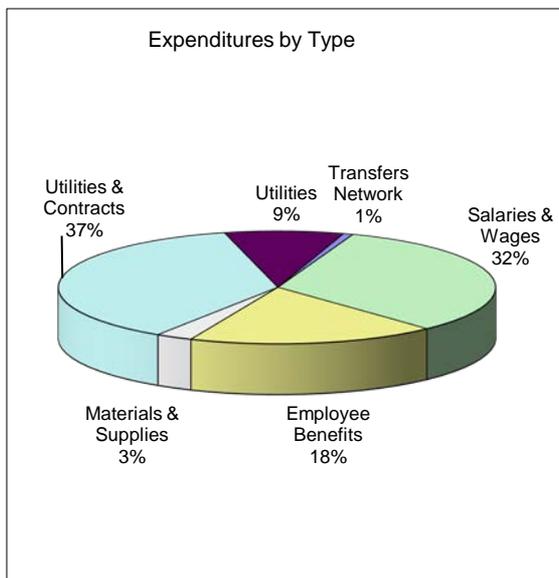
Parking staff provide safe, well maintained parking opportunities for the public who work and shop in the Central Business District through the maintenance and repair of parking garages, surface lots, and on-street parking spaces. Staff maintain ticket dispensers and electronic gates; enforce traffic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

Staffing Detail

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

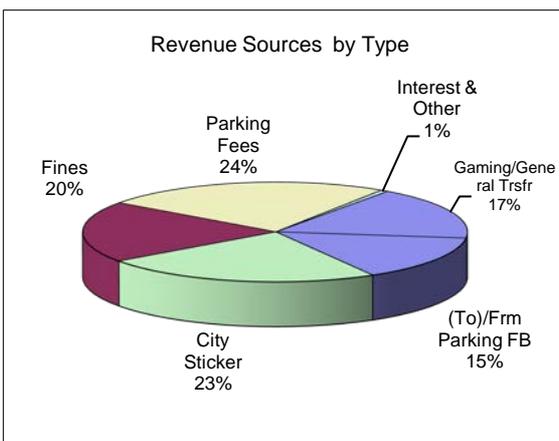
2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
2	2	2	0
0.5	0.5	0.5	0
5.5	5.5	5.5	3

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Salaries & Wages	163,736	175,698	175,698	98,468
Employee Benefits	81,514	88,447	88,447	55,506
Materials & Supplies	5,029	8,200	8,200	8,200
Utilities & Contracts	99,388	110,190	110,190	111,619
Utilities	25,449	26,500	26,500	26,500
Transfers	0	0	0	0
Transfers Network	1,000	3,000	3,000	2,166
Capital	0	0	0	0
Capital Outlay	0	0	0	0
Total	376,116	412,034	412,034	302,459



Revenue Sources:

	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
City Sticker	102,240	98,900	102,806	100,000
Fines	87,153	70,200	89,750	85,200
Parking Fees	120,621	118,200	122,143	103,800
Interest & Other	8,222	2,680	2,680	2,680
Transfers	1,123	0	0	0
Gaming/General Trsfr	73,500	73,500	74,400	73,500
(To)/Frm Parking FB	(16,742)	48,554	20,255	(62,721)
Total	376,116	412,034	412,034	302,459

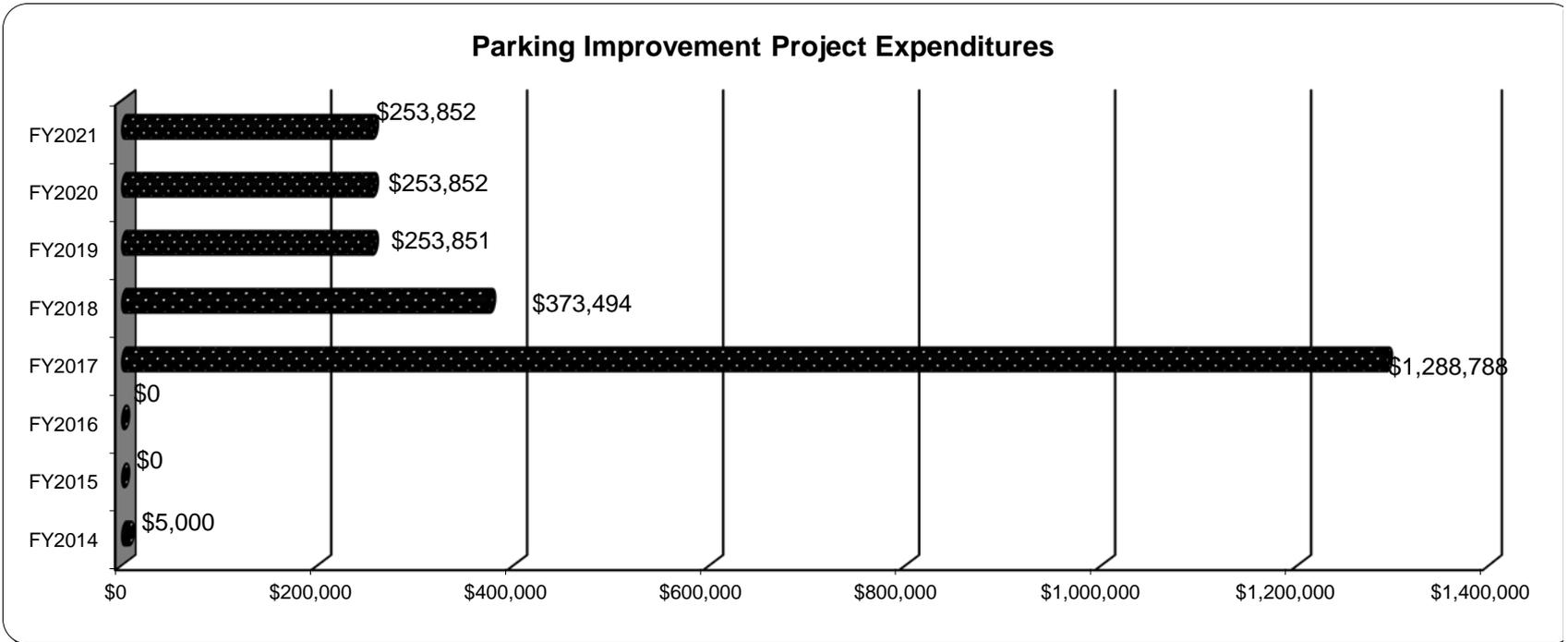
PARKING FUND IMPROVEMENT PROJECTS

Program 1230

PROGRAM DESCRIPTION

The Parking Improvement program was established for repairs and renovations on the City's parking facilities.

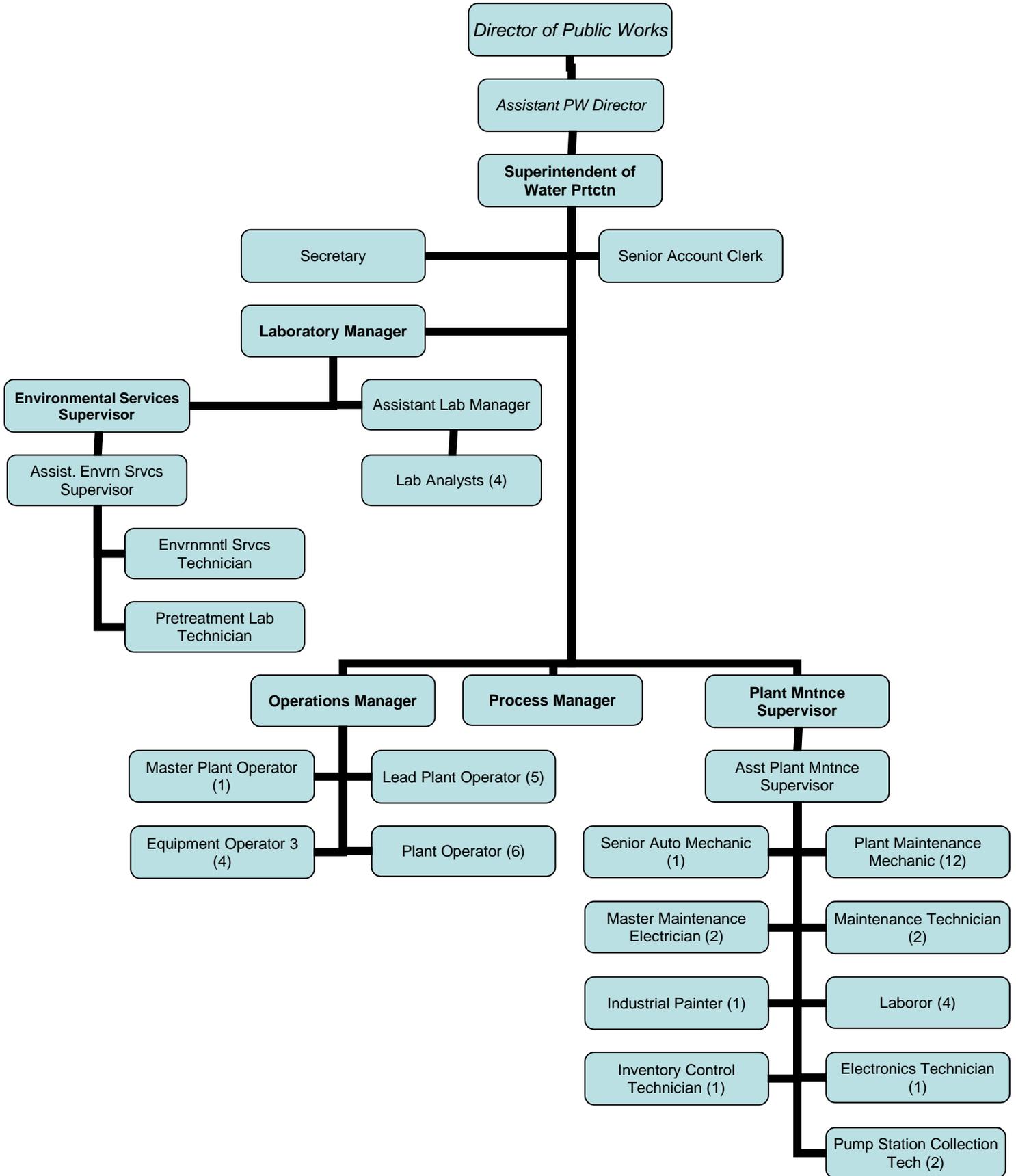
CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Capital Budget Summary

	2018-19 Actual	2019-20		2020-21 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Materials & Services	0	253,852	253,852	0
Debt Serv-Princ	171,505	0	0	185,492
Debt Serv-Interest	82,346	0	0	68,360
Total	253,851	253,852	253,852	253,852
Revenue Sources				
Grants	0	0	0	0
Transfers	253,851	253,852	253,852	253,852
Total	253,851	253,852	253,852	253,852

WATER PROTECTION



WATER PROTECTION ADMINISTRATION, WATER PROTECTION SERVICES, LABORATORY

Mission

To ensure that the public health is protected, the environment is not harmed, and this essential utility service is available to encourage growth and economic vitality in our community.

Core Services

- Provide comprehensive wastewater treatment services.
- Comply with all guidelines set forth by the Environmental Protection Agency (EPA) and the Missouri Department of Natural Resources (MDNR).
- Comply with all discharge regulations set forth by the EPA, the MDNR and the National Pollutant Discharge.
- Monitor compliance by Significant Industrial Users (SIU's) with regulatory agency effluent guidelines as well as with the City's Pre-Treatment Ordinance.
- Monitor discharge from the City's Wastewater Treatment Facility daily to ensure regulatory compliance.
- Perform proactive major maintenance of significant process systems.
- Monitor F.O.G. (Fats, Oils, & Grease) compliance from restaurants and other permitted contributors.
- Administer the MS4 Storm Water Program.
- Compile and report all required Reports to regulatory agencies.

Current Year Activity/Achievements

- Continue to implement Phase 1 of the Long Term Control Plan for reducing Combined Sewer Overflows (CSO's).
- Phase 1 is estimated to cost \$150,000,000.00 over the 20 year period.
- Continue Seasonal operation of the U.V. Wastewater Effluent Disinfection System.
- Annual Cost of Service Study is progressing.

Budget Challenges/Planned Initiatives

- Complete the construction of a new stormwater separation conduit for Blacksnake Creek.
- Finish commissioning and begin day-to-day operation of the Biosolids Dryer.
- Construct the Wastewater Package Treatment system at Rosecrans to comply with the Ammonia requirements.

Performance Statistics

- Average daily wastewater flow treated by the primary system will be down to 13.0 million gallons per day. This is a further reduction of 1.5 million gallons per day due the separation of Blacksnake Creek out of the collection system.
- Total primary plant capacity is 27 million gallons per day.
- Total secondary plant capacity is 54 million gallons per day.
- Number of pumping stations is 19.
- Number of Notice of Violations issued against the City is Zero.

WPC ADMINISTRATION

Program 6310

Program Description

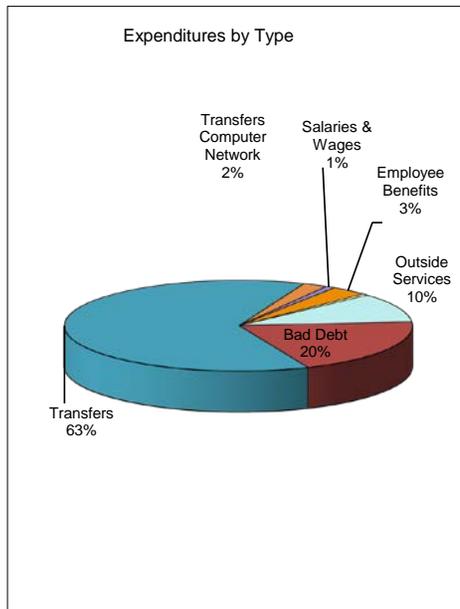
Provides administrative and management support for the sewer treatment plant, pumping stations, airport lagoon system and laboratory. Staff provide internal management duties, oversees regulatory compliance, monitors wastewater classes and licenses, and responds to regulatory inquiries to ensure environmental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

Staffing Detail

Wastewater Treatment Superintendent
 Assist. Super of WWT
 Secretary

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual
1	1	1	1
1	1	1	1
1	1	1	1
3	3	3	3

Operating Budget Summary

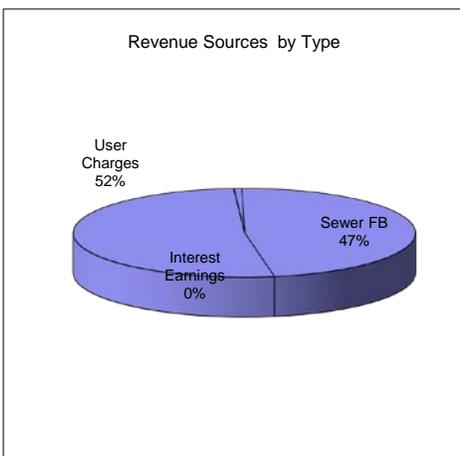


Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	181,247	189,881	189,881	21,392
Employee Benefits	86,769	88,072	88,072	86,764
Materials & Supplies	11,903	14,000	14,000	14,000
Outside Services	208,504	222,050	236,250	262,488
Utilities	0	0	0	0
Capital Outlay	0	0	0	0
Capital Improvements	0	0	0	0
Bad Debt	535,480	500,000	500,000	500,000
Debt Serv-Princ	0	9,957,900	9,957,900	0
Debt Serv-Interest	0	5,732,755	5,732,755	0
Transfers	2,464,748	2,092,701	2,092,701	1,568,392
Transfers Computer N	0	0	0	57,399
Total	3,488,652	18,797,359	18,811,559	2,510,435

Revenue Sources:

	2018-19	2019-20	2019-20	2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Sewer Charges	31,681,640	31,926,496	31,441,741	30,370,500
User Charges	(137,700)	0	0	0
Other Revenue	131,013	388,727	390,459	1,000
Prin Earnings	17,913	15,000	15,000	15,000
Interest Earnings	1,299,776	470,750	470,750	0
Transfers	0	0	0	420,000
Sewer FB	(29,503,990)	(14,003,614)	(13,506,391)	(27,876,065)
Total	3,488,652	18,797,359	18,811,559	2,930,435



LABORATORY

Program 6350

Program Description

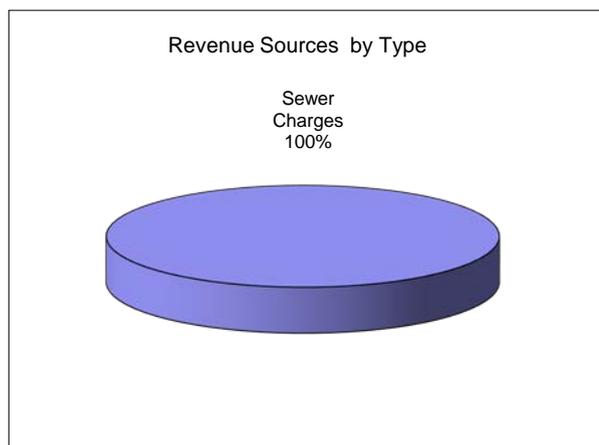
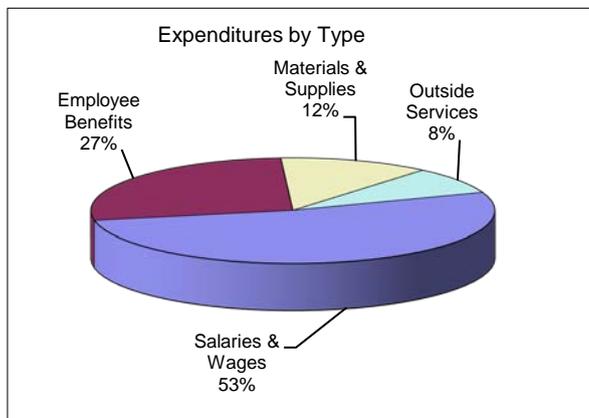
The Laboratory monitors compliance with regulatory agencies such as MDMR, the EPA as well as the City's Pre-Treatment Ordinance. Staff gather field samples and conduct testing. This also allows for industrial cost recovery based on the use of the treatment plant and collection system by industrial users.

Staffing Detail

- Laboratory Super visor
- Technical Services Manager
- Assist. Envir. Service Suprvisor
- Stormwater Quality Coord.
- Laboratory Analyst
- Green Infrastructure Tech
- Environmental Compliance Technician

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
2	2	2	2
1	1	1	1
4	4	4	4
2	2	2	2
1	1	1	1
12	12	12	12

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Salaries & Wages	453,555	468,716	468,716	525,511
Employee Benefits	200,383	213,839	213,839	271,447
Materials & Supplies	145,123	110,000	137,000	121,000
Outside Services	52,807	59,680	59,201	83,300
Capital Outlay	0	0	0	0
Total	851,868	852,235	878,756	1,001,258

Revenue Sources:

	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Sewer Charges	851,868	852,235	878,756	1,001,258
Total	851,868	852,235	878,756	1,001,258

Water Protection Plant

Program 6330

Program Description

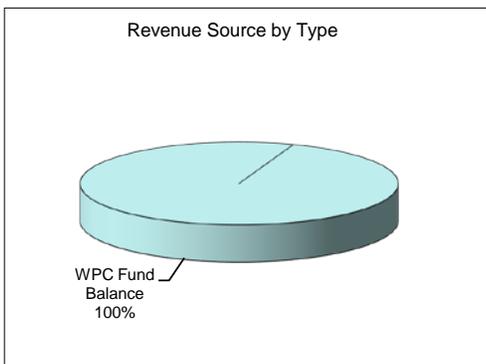
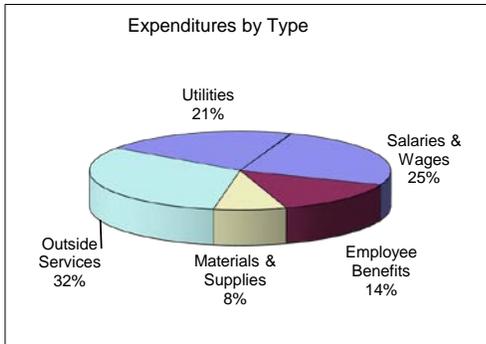
Staff operate and maintain all treatment plant facilities and equipment and monitor compliance with effluent guidelines established by the Environmental Protection Agency (EPA) and Missouri Department of Natural Resources (MDNR) in order to protect public health and the environment.

Staffing Detail

- Plant Maintenance Supervisor
- Operations Manager
- Master Plant Operator
- Asst Plant Maintenance Supervisor
- Chief Master Machanic
- Lead Plant Operator
- Electronics Technician
- Senior Work Leader
- Master Maintenance Electrician
- Plant Operator III
- Indust Maint Tech
- Plant Operator II
- Plant Operator
- Maintenance Technician
- Inventory Control Technician
- Equipment Operator III
- Operations Tech
- Labor
- Administrative Aide
- Pump Station Collection Technician
- Senior Auto Machanic
- Bio-Solid Tech
- Engineering Clerk PT (25 hrs/wk)

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
1	1	1	1	1
1	1	1	1	1
1	1	1	1	1
1	1	1	1	1
0	0	0	0	1
2	2	2	2	2
3	3	3	3	3
1	1	1	1	1
1	1	1	1	1
1	1	1	1	3
11	11	11	11	10
5	5	5	5	4
9	9	9	9	5
1	1	1	1	2
1	1	1	1	1
2	2	2	2	2
2	2	2	2	1
2	2	2	2	0
1	1	1	1	1
1	1	1	1	0
1	1	1	1	0
0	0	0	0	5
0.5	0	0	0	0
	48.5	48	48	46

Operating Budget Summary



	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Salaries & Wages	1,945,097	2,256,809	2,256,809	2,163,266
Employee Benefits	834,402	1,018,108	1,018,108	1,194,484
Materials & Supplies	495,012	755,635	724,035	662,000
Outside Services	3,321,281	2,840,099	2,892,846	2,712,450
Capital Outlay	302,158	170,000	170,000	0
Capital Improve	0	0	0	0
Utilities	1,750,581	1,515,000	1,816,004	1,765,000
Transfers	0	0	6,664	6,664
Total	8,648,531	8,555,651	8,884,466	8,503,864
Revenue Sources:				
Grants & Other	263,899	0	0	0
Other Rev	24,857	62,070	62,070	0
Transfers	0	0	0	0
WPC Fund Balance	8,359,776	8,493,581	8,822,396	8,503,864
Total	8,648,531	8,555,651	8,884,466	8,503,864

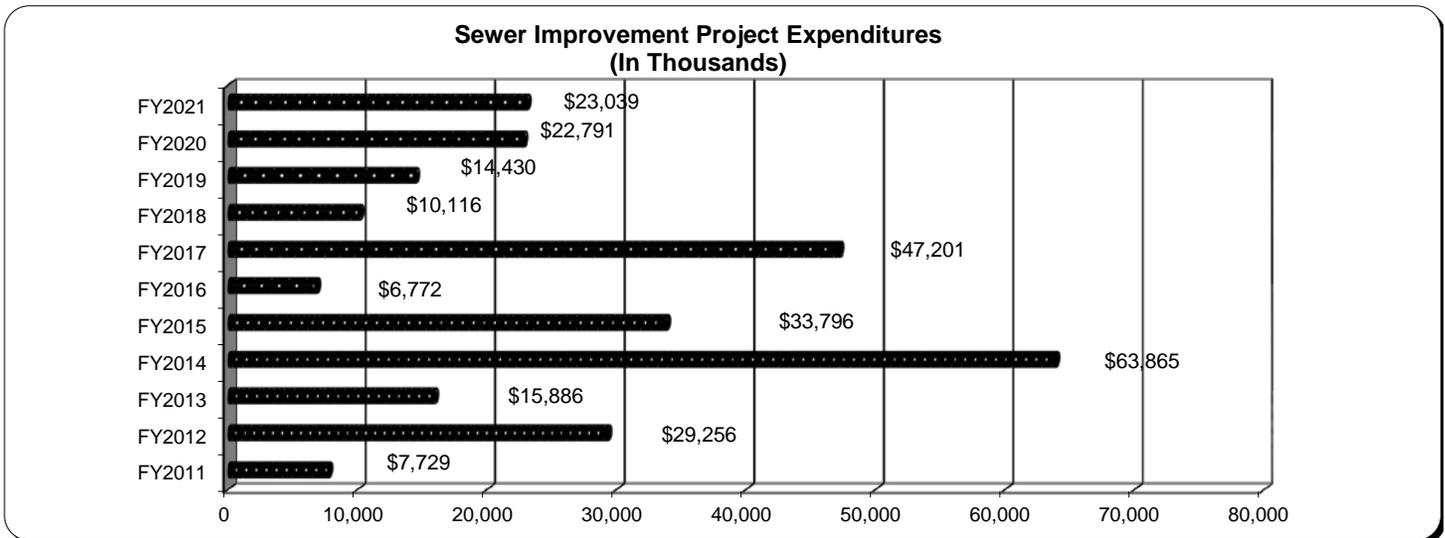
WATER PROTECTION FUND IMPROVEMENT PROJECTS

Program 1240

PROGRAM DESCRIPTION

The Sewer Improvement Program was established to provide project management and reporting for major treatment plant and collection system improvements. Projects currently in progress are financed by a revenue bonds and SRF leveraged loans.

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Capital Budget Summary

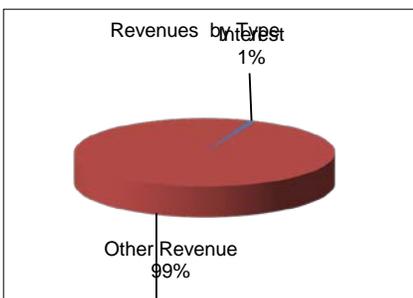
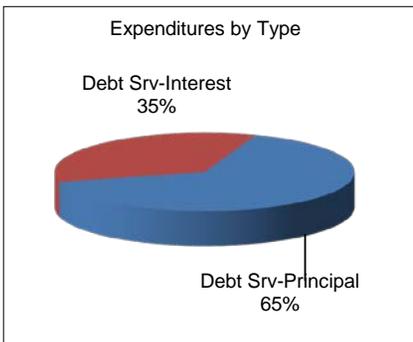
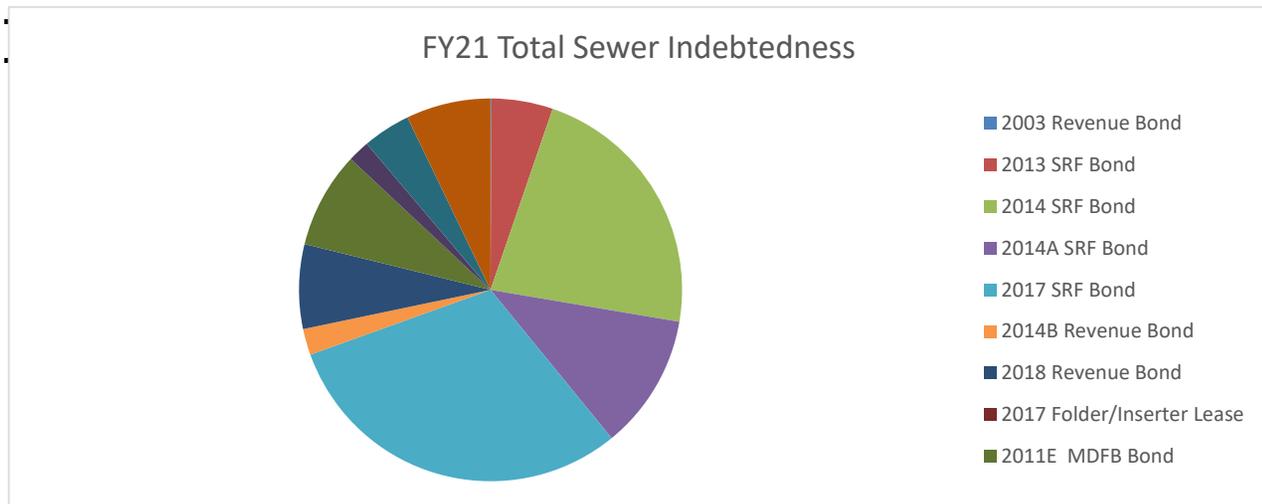
	2018-19 Actual	2019-20		2020-21 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Services	209,189	0	216,303	0
Capital	248,516	445,166	445,166	227,400
Capital Improvemen	13,719,447	20,155,865	22,129,986	22,812,011
Transfer	252,698	0	0	0
Total	14,429,850	20,601,031	22,791,455	23,039,411
Revenue Sources				
Sewer Charges	0	0	0	0
Interest & Other Rv	582,116	96,708	96,708	96,708
Grants	0	0	0	0
Appropriation Fund	0	0	0	0
Bond Revenues/Int	17,979,430	15,926,446	17,924,241	16,786,011
Sewer FB	(4,131,696)	4,577,877	4,770,506	6,156,692
Total	14,429,850	20,601,031	22,791,455	23,039,411

SEWER DEBT SERVICE PROGRAM

Program 1245

PROGRAM DESCRIPTION

The Sewer Debt Service Program includes all annual principal and interest payments of indebtedness. Bonded debt is used to finance large capital projects such as construction or repair of buildings, improvements, sewer infrastructure and purchase of high cost machinery and equipment. 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. 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. Projects currently in progress are financed by revenue bonds and SRF leveraged loans. A complete list of Sewer indebtedness is detailed in the Summary of Existing Municipal Debt.



Capital Budget Summary

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Debt Srv-Principal	9,601,500	0	0	10,265,500
Debt Srv-Interest	5,392,520	0	0	5,459,073
Transfer	0	0	0	0
Total	14,994,020	0	0	15,724,573
Revenue Sources				
Interest	95,577	0	0	130,000
Other Revenue	354,382	0	0	371,183
Sewer FB	14,544,061	-	-	15,223,390
Total	14,994,020	0	0	15,724,573



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 11 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 to 6

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)
- Continued expanded Saturday service (grant funded)
- Introduced smart phone fare payment app/Ticket Sales Machine for transfer center
- Procured 15 new replacement buses using 70/30 matching funds
- Installed improvements (landing pad, bench, solar lighting) at additional 20 bus stops (grant funded)
- Repaired HVAC system at administration building

Budget Challenges

- While fuel costs remained low this year, the market is still difficult to anticipate. The budgeted amount for fuel is a conservative estimate.
- The aging bus fleet continues to drive high costs in M&R of Motor Vehicles.
- Several facility repairs and customer amenity improvements planned (grant funded)

Performance Statistics

- Performance Statistics: FY2018 FY2019 FY2020 (Projected)
- On-Time Performance 98.2% 98.5% 98.3%
- Number of fare paying passengers (w/o transfers) 367,765 367,726 350,000
- Number of trips (including transfers) 417,497 428,748 433,000 415,000
- Percent of operating budget funded by paying riders 5.9% 5.6% 5.6%
- Percent of "half fare" passengers 20% 20% 19%
- Cost per trip per passenger \$11.95 \$12.61 \$12.50
- Number of deviations 56,788 60,726 56,000

*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.

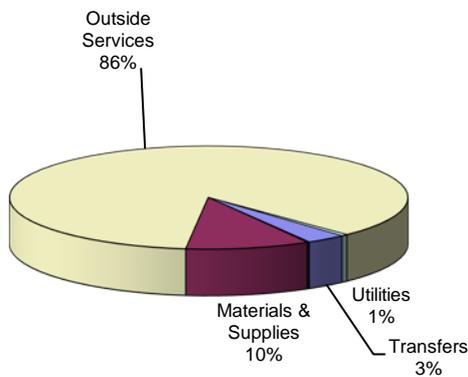
Staffing Detail

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

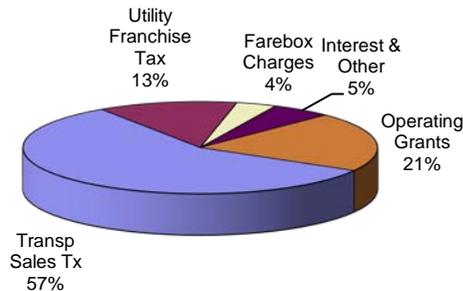
2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Travel/Training	8,264	6,700	6,700	3,350
Materials & Supplies	435,309	728,695	728,695	728,695
Outside Services	4,879,882	6,160,727	6,152,686	6,206,221
Utilities	40,046	46,425	39,191	39,191
Capital Outlay	0	0	0	0
Capital Improve	0	0	0	0
Transfers	347,854	128,220	143,495	231,537
Transfers Computer	12,000	10,000	10,000	9,747
Total	5,723,355	7,080,767	7,080,767	7,218,741

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Transp Sales Tx	4,577,219	4,767,950	4,681,078	4,767,950
Utility Franchise Tax	1,044,293	1,214,100	1,049,829	1,059,800
Farebox Charges	294,784	296,300	311,483	305,300
Other Revenues	32,148	3,500	3,500	3,500
Interest & Other	1,239,239	454,000	454,000	454,000
Operating Grants	1,595,562	1,688,500	1,688,500	1,734,258
Capital Grant	0	0	0	0
Transit FB	(3,059,890)	(1,343,583)	(1,107,623)	(1,106,067)
Total	5,723,355	7,080,767	7,080,767	7,218,741

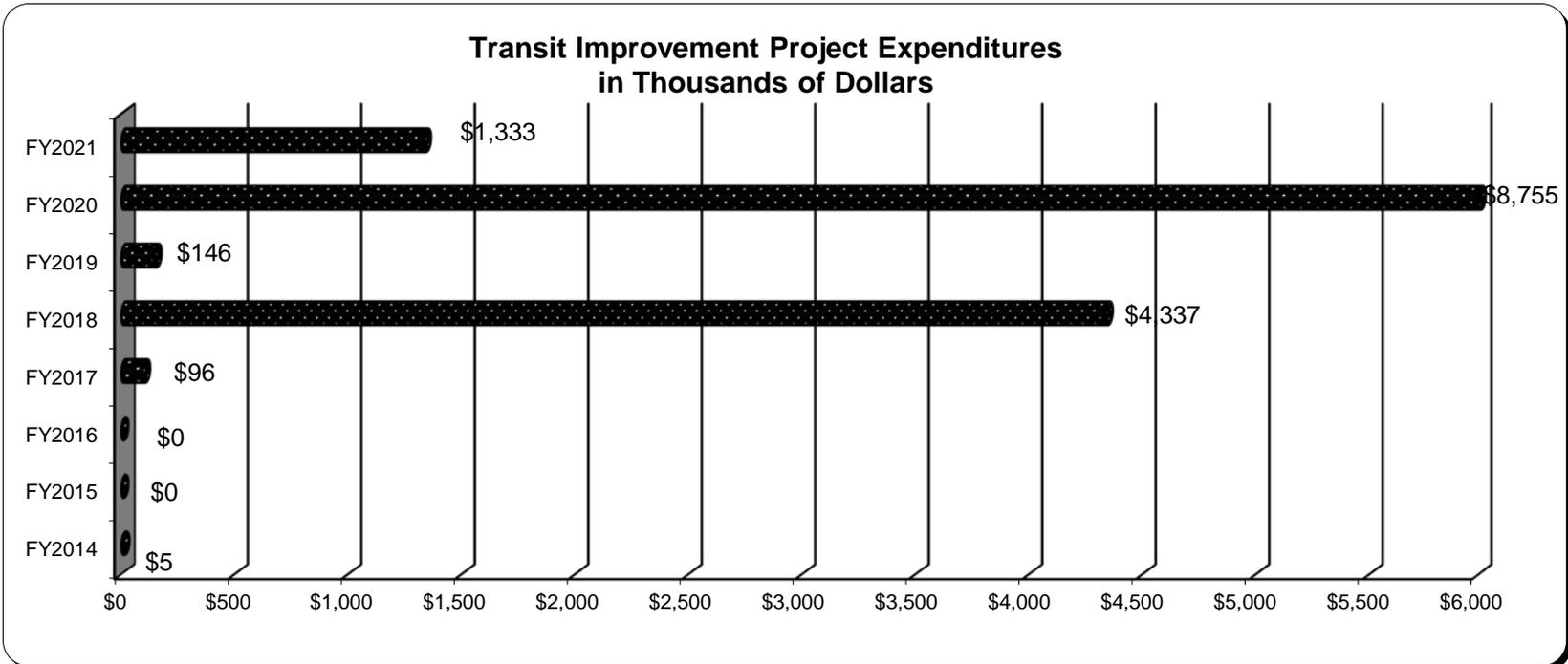
TRANSIT FUND IMPROVEMENT PROJECTS

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

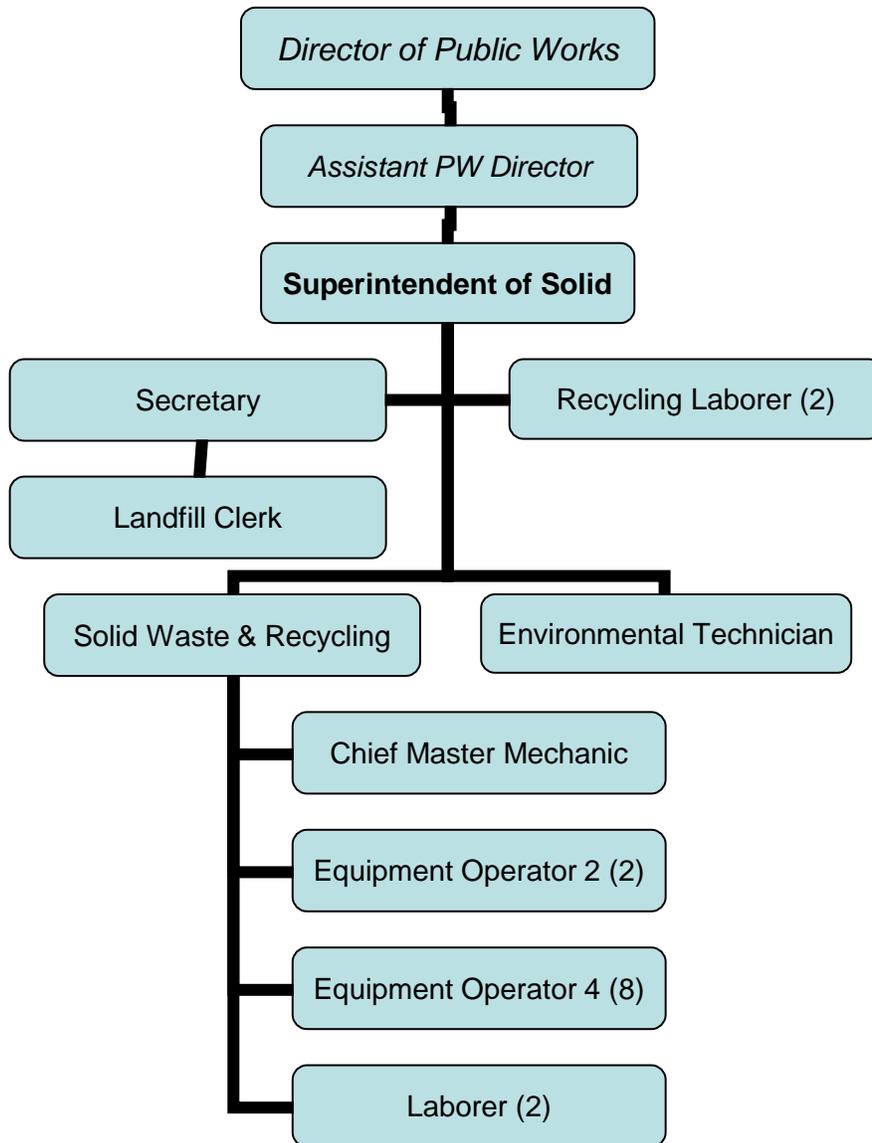


Capital Budget Summary

	2018-19 Actual	2019-20		2020-21 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Services	1,614	0	0	0
Capital Outlay	8,764	6,998,000	6,998,000	446,400
Improvement Projs	135,995	1,757,000	1,757,000	887,000
Total	146,373	8,755,000	8,755,000	1,333,400
Revenue Sources				
Grants	416,701	6,329,000	6,329,000	1,066,720
Transit Sales Tax	0	0	0	0
Transit FB	(270,328)	2,426,000	2,426,000	266,680
Total	146,373	8,755,000	8,755,000	1,333,400



LANDFILL OPERATIONS



Landfill & Recycling Operations

Mission

The mission of this program is to operate the St. Joseph Sanitary Landfill in the most cost-effective manner possible that provides for optimum protection of public health and environment.

Core Services

- Properly landfill and cover all solid waste for all 304 days
- Grind and compost all yard waste received
- Comply with all state regulations
- Comply with all EPA regulations
- Cut and properly dispose of all waste tires received
- Perform freon recovery and recycling of all appliances
- Properly recycle all materials received at the Recycling Center
- Provide safe disposal options for Household Hazardous Waste for the community
- Provide operation "Clean Sweep" for St. Joseph residents

Current Year Activity/Achievements

- 71,529 transactions processed at Landfill in 2019
- 190,008.13 tons of solid waste received in 2019
- 2,159.3 tons of yard waste received in 2019
- 4 MDNR inspections passed
- 9,720 tires received and processed in 2019
- 1,107 appliances received in 2019
- 436.14 tons of debris received in 2019 during clean sweep operation
- 1,191 vehicles and 109,878 pounds received in 2019 during the household hazard waste collection
- Completed Hyde Park pool demolition
- Moving 80,000 yards of dirt in a joint project with MWSU and the County

Budget Challenges/Planned Initiatives

- Proper compaction and cover active fill
- Relocate stormwater retention basin to allow for construction of next cell
- Execution of erosion control plan to minimize impact on stormwater run-off
- Prepare facility to move into Stage 7 of the newly permitted area
- Perform all necessary steps to prepare facility for many years of future operations in the new permit

Performance Statistics

- Number of tons of solid waste received at the landfill 190,008.13 tons up 23.7% from 2018
- Tons of debris received in 2019 during clean sweep operation 436.14 up 10% from 2018
- Percent of pounds of recycling material compared to tons of landfill material .0033%
- Number of transactions processed at the landfill 71,529 up 16% from 2018
- Number of pounds of materials collected at Household Hazardous Waste events 109,878 down 22% from 2018
- Number of vehicles through Recycling Center 45,077
- Recycling material processed in 2019 1,269.175 pounds which is up from 2018 9.7%

LANDFILL OPERATIONS

Program 6110

Program Description

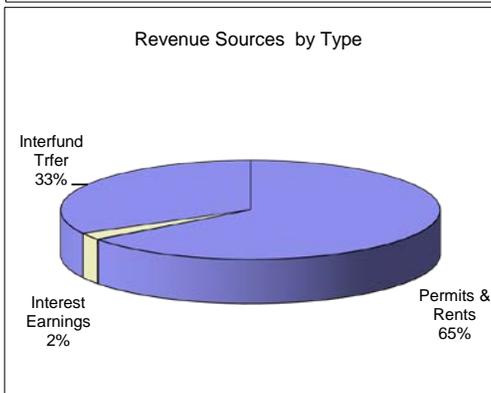
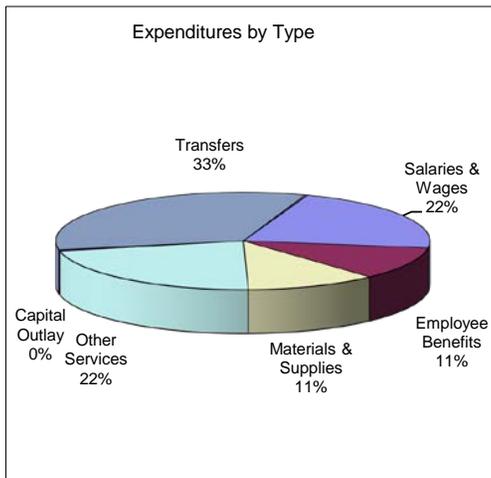
The Landfill staff provide the citizens of St. Joseph and surrounding areas with a comprehensive, cost effective, environmentally safe solid waste management program through efficient daily operations at the existing landfill, through proper maintenance of the three closed landfills, and through development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

Staffing Detail

Superintendent of Solid Waste
 Solid Waste & Recycling Supervisor
 Chief Master Mechanic
 Master Mechanic
 Equipment Operator IV
 Administrative Assistant
 Environmental Technician
 Equipment Operator II
 Administrative Aide
 Laborer

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
1	1	1	1
1	1	1	1
1	1	1	1
0	0	0	1
8	8	8	8
1	1	1	1
1	1	1	1
3	3	3	2
1	1	1	1
2	2	2	2
19	19	19	19

Operating Budget Summary



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages	841,638	864,612	864,612	803,628
Employee Benefits	342,817	411,110	411,110	403,830
Materials & Supplies	376,306	417,300	417,300	418,000
Other Services	699,682	771,685	771,685	812,409
Utilities	16,970	17,500	17,500	17,500
Capital Outlay	11,400	0	0	0
Transfers	744,755	649,840	799,840	1,228,600
Transfers Network	6,000	7,000	7,000	7,581

Total

Revenue Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Permits & Rents	5,500,426	5,260,000	6,960,000	6,960,000
Misc. Charges	58,130	15,300	90,300	15,300
Interest Earnings	473,824	238,600	238,600	238,600
Gas to Energy Sales	2,458	2,500	2,500	2,500
Rents	4,551	4,500	4,500	4,500
Interfund Trftr	(2,999,821)	(2,381,853)	(4,006,853)	(3,529,352)
Total	3,039,569	3,139,047	3,289,047	3,691,549

RECYCLING OPERATIONS

Program 6150

Program Description

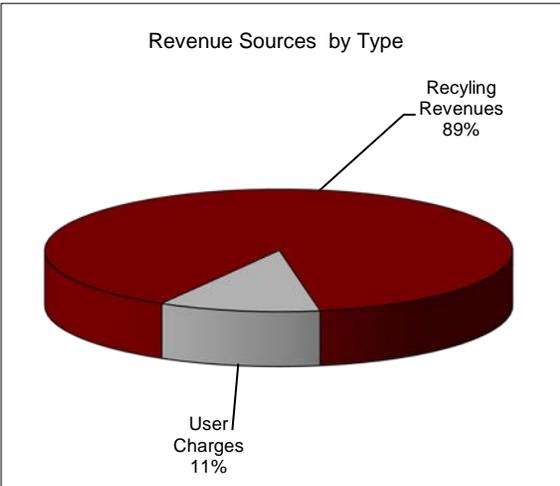
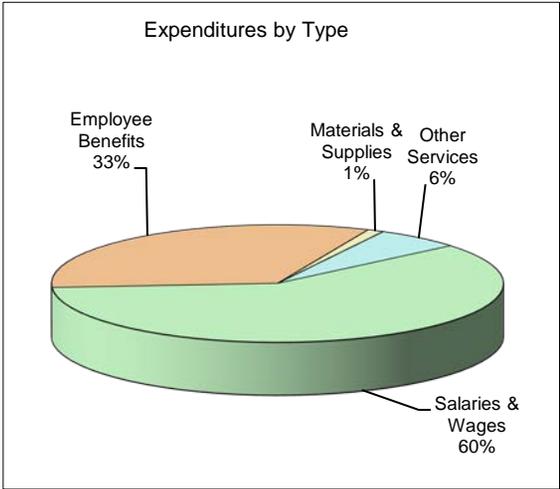
The recycling center was opened in 1995 to reduce the volume of waste that otherwise would be sent to a landfill by providing a drop-off site which collects eight types of products.

Staffing Detail

Laborer

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
2	2	2	2

Operating Budget Summary



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Salaries & Wages	68,681	68,454	68,454	68,771
Employee Benefits	34,117	36,047	36,047	37,506
Materials & Supplies	742	1,350	1,350	1,350
Other Services	1,537	7,030	7,030	7,030
Utilities	0	0	0	0
Capital Outlay	0	0	0	0
Transfers	3,250	3,250	3,250	3,250
Total	108,327	116,131	116,131	117,907
Revenue Sources:				
User Charges	1,000	1,000	1,000	1,000
Recycling Revenues	14,337	14,000	10,000	8,000
Recycling FB	92,990	101,131	105,131	108,907
Total	108,327	116,131	116,131	117,907

LANDFILL FUND IMPROVEMENT PROJECTS

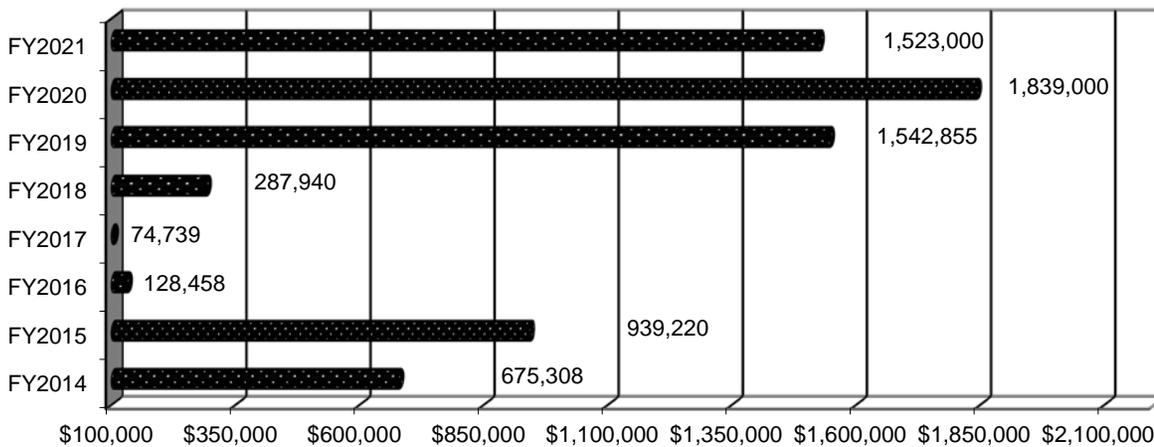
Program 1260

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



Major Budgetary Changes & Program Highlights

For FY 2021, Landfill projects will include power line installation, land purchase, replacement of the shop garage door, and the purchases of major equipment (haul truck and other rolling stock).

Capital Budget Summary

	2018-2019	2019-2020		2020-2021
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures				
Professional Services	64,913	0	0	0
Capital Outlay	1,338,192	1,069,000	1,069,000	933,000
Improvement Proj's	139,750	770,000	770,000	590,000
Total	1,542,855	1,839,000	1,839,000	1,523,000
Revenue Sources				
Approp FB	1,542,855	1,839,000	1,839,000	1,523,000
Total	1,542,855	1,839,000	1,839,000	1,523,000



OTHER PROGRAMS

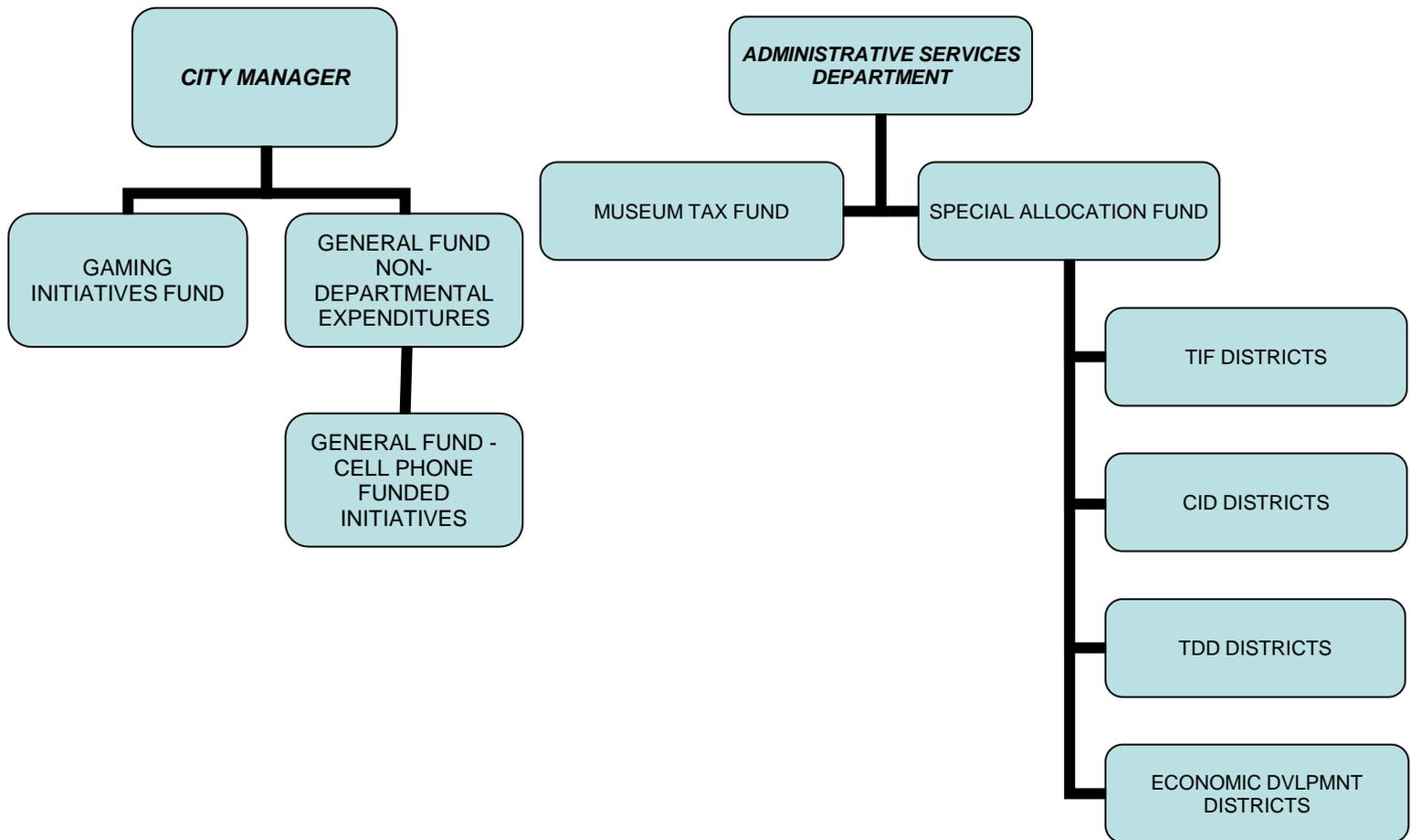
The City of St. Joseph's has several departments with no staff. All but one of these programs have their own funding sources.

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: \$ 10,572,702



OTHER PROGRAMS SUMMARY

	2018-19	2019-20		2020-21	
	Actual	Adopted Budget	Estimated Actual	Budget	
ACCOUNT TYPE					
Salary & Wages	0	0	0	-102,980	
Materials, Professional & Contracted Svcs	2,877,339	2,909,798	2,978,687	2,856,746	
Debt Service, Reimbursed Expenditures	35,901,120	7,099,738	7,134,738	7,283,884	
Transfers	2,528,039	1,077,488	1,392,388	717,352	
Capital Outlay	437,212	350,000	356,500	50,000	
	<u>41,743,710</u>	<u>11,437,024</u>	<u>11,862,313</u>	<u>10,805,002</u>	
USES BY PROGRAM					
		SUPERVISING DEPARTMENT			
Gaming Initiatives	CMO	996,173	981,660	999,149	751,850
Non-Departmental	CMO	721,025	800,171	802,171	796,927
Cell Phone Initiatives	CMO	842,297	1,116,108	1,207,608	540,852
Museum Tax Program	Admin Services	953,680	600,650	600,950	579,725
Center Building TIF	Admin Services	48,405	42,761	42,761	42,870
Gilmore Building TIF	Admin Services	8,033	9,714	9,714	8,865
Downtown Mosaic TIF	Admin Services	512,015	510,450	510,450	571,900
CVS/Pharmacy STRA TIF	Admin Services	127	8,235	8,235	1,111
Uptown Redevelopment TIF	Admin Services	7,929	10,065	10,065	3,750
Ryan Block TIF	Admin Services	341	123	123	385
Cooks Crossing Redvlpmt	Admin Services	136,191	117,618	117,618	130,000
Downtown Revitalization TIF	Admin Services	0	5,000	5,000	0
Mitchell Avenue TIF	Admin Services	383,282	385,005	385,005	383,775
The Commons Dvlpmnt (EDC	Admin Services	658,533	628,754	628,754	662,911
NE Cook Road TIF	Admin Services	1,535,292	14,185	328,185	27,000
East Hills TIF (&CID)	Admin Services	562,490	623,422	623,422	608,572
N County Dvlpmnt TIF	Admin Services	31,768,203	2,976,735	2,976,735	3,069,135
American Electric TIF	Admin Services	17,515	20,000	20,000	10,000
EBR Dvlpmnt TIF	Admin Services	329,446	322,416	322,416	295,000
Triumph Foods TIF	Admin Services	1,938,137	1,950,860	1,950,860	1,969,724
Fountain Creek TIF	Admin Services	190	95	95	100
3rd Street Hotel TIF	Admin Services	0	0	0	0
Tuscany Towers TIF	Admin Services	324,405	312,997	312,997	350,550
		<u>41,743,710</u>	<u>11,437,024</u>	<u>11,862,313</u>	<u>10,805,002</u>
FUNDING SOURCES					
General Fund		1,563,321	1,916,279	2,009,779	1,337,779
Gaming Fund		996,173	981,660	999,149	751,850
Museum Tax Fund		953,680	600,650	600,950	579,725
Special Allocation Fund		38,230,536	7,938,435	8,252,435	8,135,648
		<u>41,743,710</u>	<u>11,437,024</u>	<u>11,862,313</u>	<u>10,805,002</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

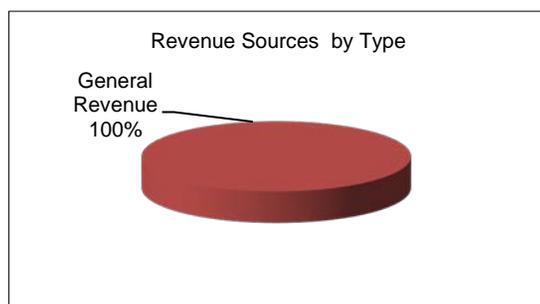
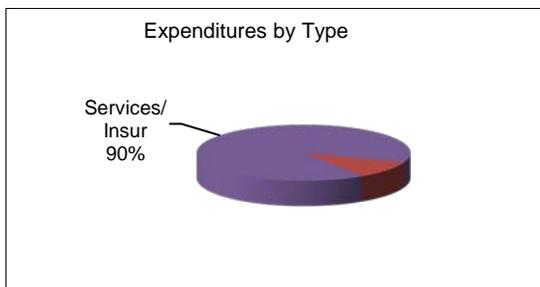
N/A

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

Equipment Lease payment (Copier)	\$44,771
Assessment/Collections Fees paid to Buchanan County for Billing City Taxes	195,000
Property Damage and Liability Insurance Premiums for General Fund	660,136
FY21 Salary 2.5% Budget Reductions	(102,980)
	<u>\$796,927</u>

Operating Budget Summary



Expenditures:

Salary & Wages	0	0	0	-102,980
Services/Insur	717,841	800,171	802,171	899,907
Interest/Other Chgs	3,183	0	0	0
Transfers	0	0	0	0

Total 721,025 800,171 802,171 796,927

Sources:

General Revenue	721,025	800,171	802,171	796,927
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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

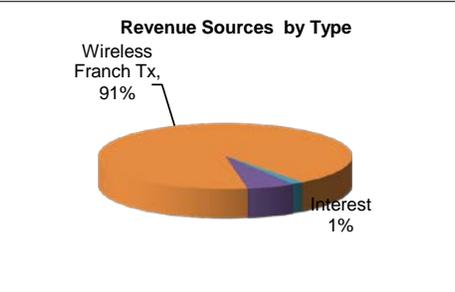
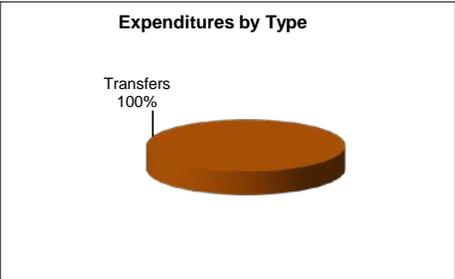
2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

Proposed Cell Phone Funded Initiatives

Transfer to Public Parking Fund - Mosaic Obligation	\$ 253,852
Transfer to Public Parking Fund - Mosaic Maintenance Repair Costs	67,000
Transfer to Water Protection Fund - Sewer Rate 0% Increase Adjustment	220,000
	\$ 540,852

Operating Budget Summary



	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	61,134	3,000	53,000	0
Materials	14,925	0	0	0
Transfers	757,238	838,108	838,108	540,852
Other Charges	0	0	35,000	0
Capital Outlay	9,000	250,000	256,500	0
Capital Improvemnts	0	25,000	25,000	0
Total	842,297	1,116,108	1,207,608	540,852
Sources:				
Wireless Franch Tx	777,814	900,000	525,000	500,000
Interest	22,754	4,000	4,000	8,000
Other General Fund	41,728	212,108	678,608	32,852
Total	842,297	1,116,108	1,207,608	540,852

CELL PHONE INITIATIVES

Transfer to Public Parking Fund	\$253,852	Mosaic Contribution Installment
	67,000	Mosaic Maintenance/Repair Costs
Transfer to Water Protection Fund	<u>220,000</u>	Sewer Rate 0% Increase Adjustment
	\$ 540,852	



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.

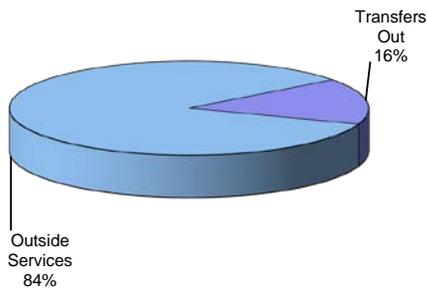
Staffing Detail

N/A

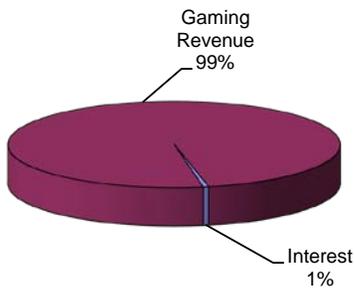
2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



Expenditures:

Outside Services
Materials/Supplies
Capital Outlay
Capital Imprvmnt
Transfers Out

Total

Sources:

Grants
Gaming Revenue
Interest
Other Revenue
Fund Balance (to)/frm

Total

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
996,173	981,660	999,149	751,850
799,632	800,160	816,749	632,350
0	0	0	0
0	0	0	0
0	0	0	0
196,542	181,500	182,400	119,500
0	0	0	0
818,941	822,000	840,000	746,000
8,933	8,000	8,000	4,000
0	0	0	0
168,298	151,660	151,149	1,850
996,173	981,660	999,149	751,850

MUSEUM FUND CONTRIBUTIONS

Program 3750

Program Description

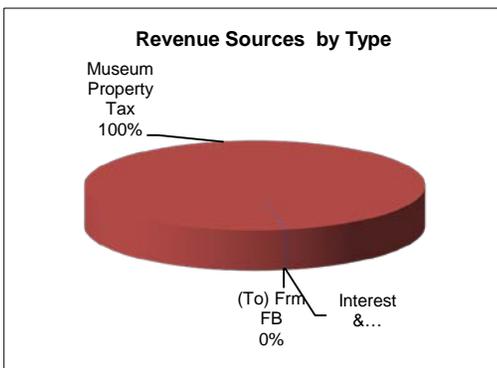
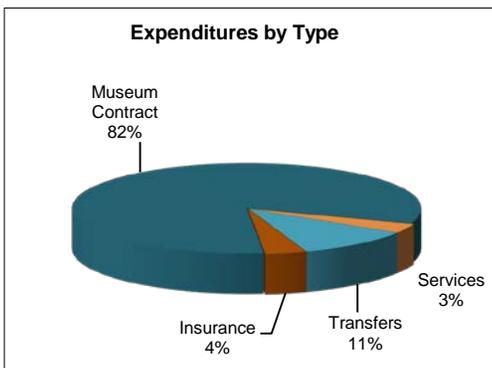
To separately identify revenue from the Museum Property Tax and expenditures paid as authorized by Council. To concentrate funding on municipal museums.

Staffing Detail

N/A

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Operating Budget Summary



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	14,505	14,200	14,500	17,750
Insurance	16,703	18,570	18,570	19,975
Museum Contract	435,000	435,000	435,000	435,000
Transfers	59,260	57,880	57,880	57,000
Total	525,468	525,650	525,950	529,725
Revenue Sources:				
Museum Property Tax	494,553	494,203	518,123	528,725
Interest & Other	7,933	7,300	7,300	1,000
(To) Frm FB	22,981	24,147	527	0
Total	525,468	525,650	525,950	529,725

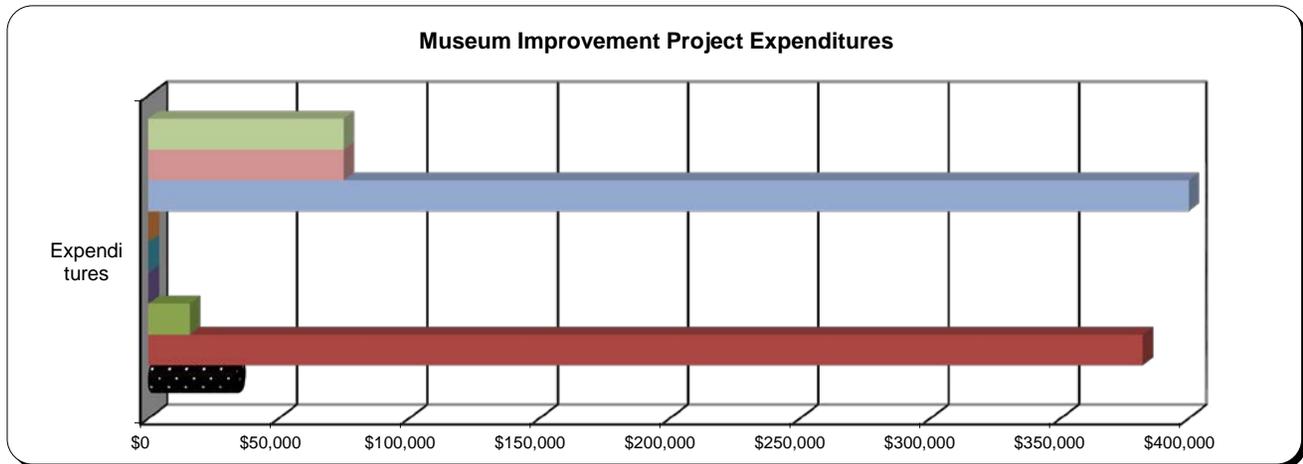
MUSEUM FUND IMPROVEMENT PROJECTS

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 one of the City's museums. In FY21, the amount was reduced to \$53,250.

CAPITAL OUTLAY & PUBLIC IMPROVEMENTS



Major Budgetary Changes & Program Highlights

A separate CIP program for the Museum projects was created in order to better demonstrate that the Museum tax funds were being spent on the appropriate projects.

Major CIP Projects:

- Future Wyeth-Tootle Improvement Projects (313-820)

Capital Budget Summary

	2018-19 Actual	2019-20		2020-21 Budget
		Adopted Budget	Estimated Actual	
Expenditures				
Capital Improv	428,212	75,000	75,000	50,000
Total	428,212	75,000	75,000	50,000
Revenue Sources				
Property Tax	75,000	75,000	75,000	50,000
CIP FB	353,212	0	0	0
Total	428,212	75,000	75,000	50,000

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

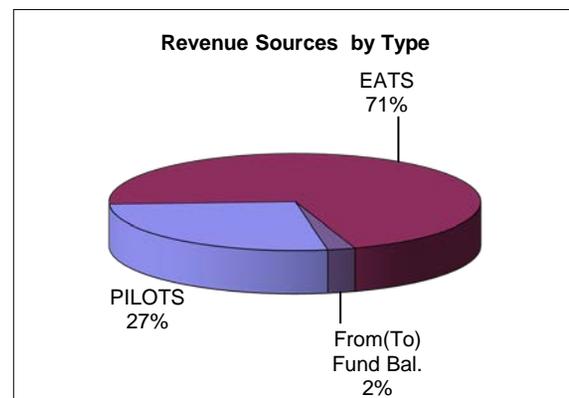
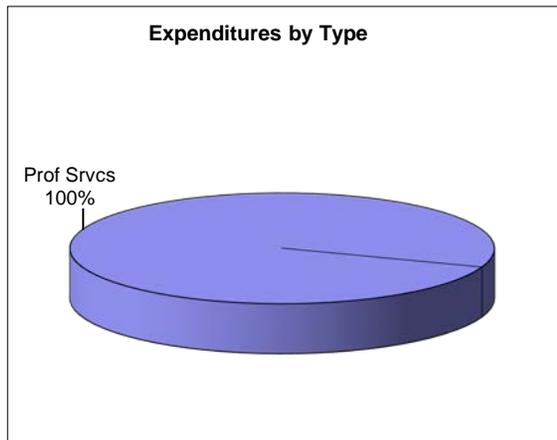
N/A

2018-19	2019-20		2020-21
	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



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Prof Svcs	2,319	2,023	2,023	2,140
Principal	46,086	0	40,738	40,730
Reimbrsd Exp	0	40,738	0	0
Total	48,405	42,761	42,761	42,870
Sources:				
PILOTS	10,981	10,920	10,920	12,124
EATS	33,942	31,826	31,826	31,826
Interest	82	0	0	0
From(To) Fund Bal.	3,483	15	15	(1,080)
Total	48,487	42,761	42,761	42,870

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

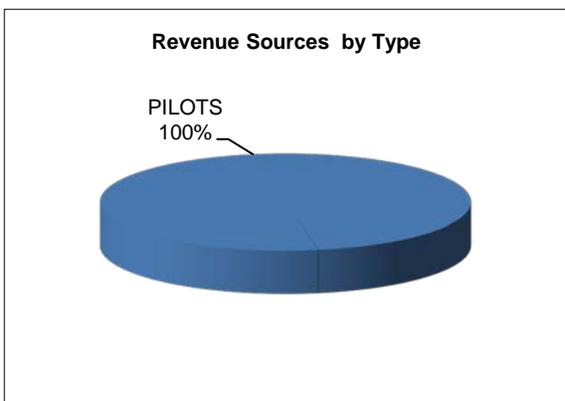
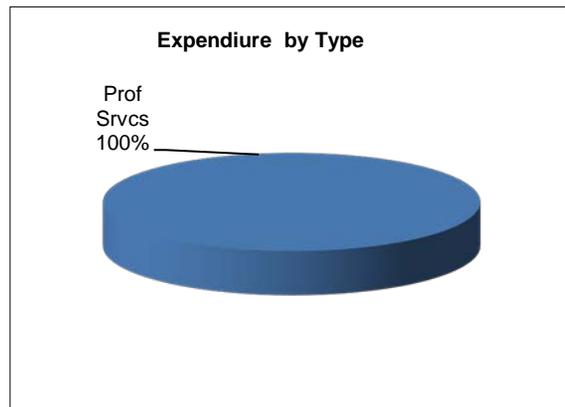
N/A

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~This is an active pay-as-you-go TIF.

Operating Budget Summary



Expenditures:

Prof Svcs
Principal
Reimbrsd Exp
Total

Sources:

PILOTS
EATS
Interest
From(To) Fund Bal.
Total

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
402	714	714	445
7,631	0	0	8,420
0	9,000	9,000	0
8,033	9,714	9,714	8,865
8,033	7,051	7,051	8,870
8	2,587	2,587	0
3	0	0	0
(8)	76	76	(5)
8,036	9,714	9,714	8,865

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

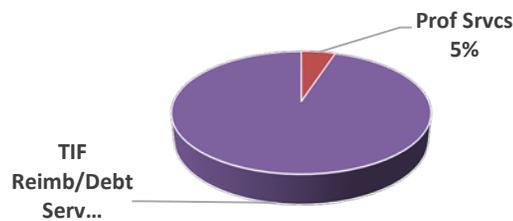
2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

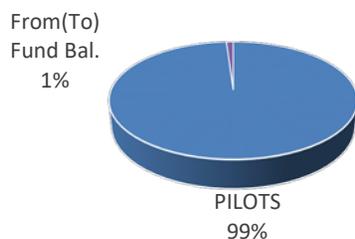
~This is a recently established, pay-as-you-go TIF. The renovations for the German American building were completed in May of 2017. The parking garage opened for use early in 2018.

Operating Budget Summary

Expenditures by Type



Revenue Sources by Type



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Prof Svcs	25,066	26,819	26,819	28,900
TIF Reimb/Debt Serv	486,950	483,631	483,631	543,000
Total	512,015	510,450	510,450	571,900
Sources:				
PILOTS	496,372	508,450	508,450	565,800
EATS	11,709	0	0	12,200
Interest	3,035	0	0	0
Other Rev	0	3,000	3,000	0
From(To) Fund Bal.	900	2,000	2,000	(6,100)
Total	512,015	513,450	513,450	571,900

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

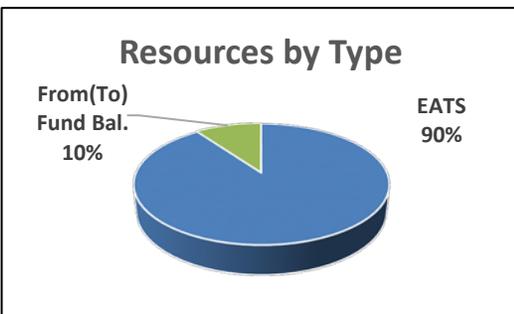
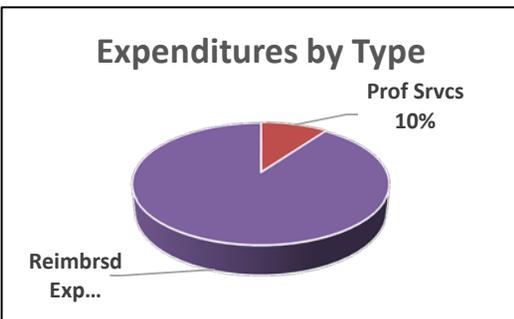
N/A

2018-19	2019-20		2020-21
	Adopted Budget	Estimated Actual	
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



Expenditures:

Prof Svcs
Reimbrsd Exp
Total

Sources:

PILOTS
EATS
Interest
From(To) Fund Bal.
Total

2018-19	2019-20		2020-21
	Adopted Budget	Estimated Actual	
Actual			Budget
127	111	111	111
0	8,124	8,124	1,000
127	8,235	8,235	1,111
0	0	0	0
6,373	5,526	5,526	1,000
22	0	0	0
(6,245)	2,709	2,709	111
149	8,235	8,235	1,111

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

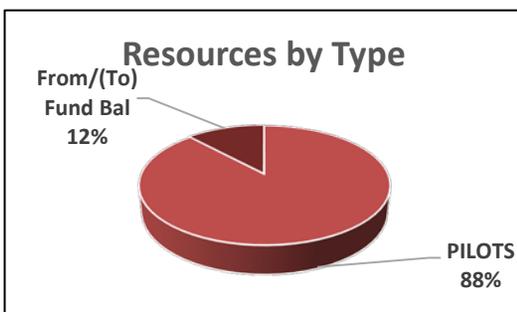
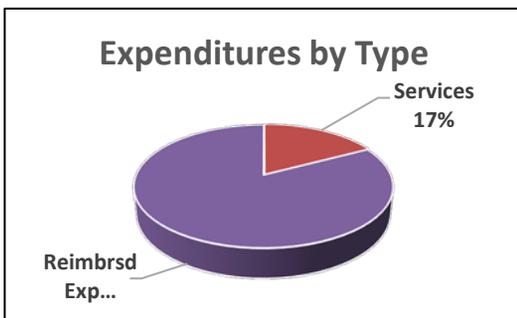
N/A

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

~To date, two residential properties have been developed.

Operating Budget Summary



Expenditures:

Services	84	650	650	650
Reimbrsd Exp	0	9,415	0	0
Debt Services	7,846	0	9,415	3,100
Total	7,929	10,065	10,065	3,750

Sources:

PILOTS	1,466	1,466	1,466	3,300
EATS	0	0	0	0
Other Revenue	0	0	0	0
From/(To) Fund Bal	6,464	8,599	8,599	450
Total	7,929	10,065	10,065	3,750

2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
84	650	650	650
0	9,415	0	0
7,846	0	9,415	3,100
7,929	10,065	10,065	3,750
1,466	1,466	1,466	3,300
0	0	0	0
0	0	0	0
6,464	8,599	8,599	450
7,929	10,065	10,065	3,750

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

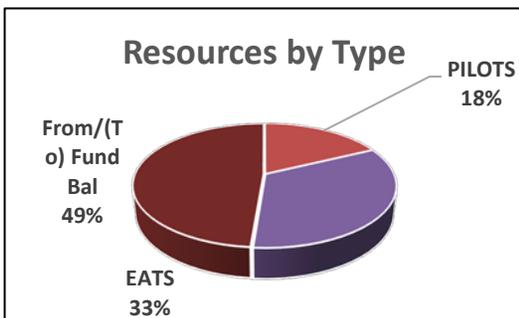
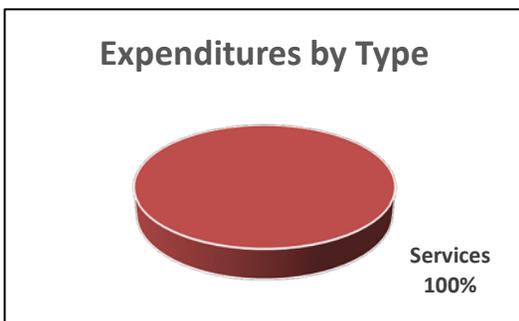
2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

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



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	341	123	123	385
TIF Reimb/Debt Serv	0	0	0	0
Total	341	123	123	385
Sources:				
PILOTs	2,327	2,328	2,328	2,670
EATS	3,045	450	450	5,000
Other Revenue	0	0	0	0
From/(To) Fund Bal	(5,031)	(2,655)	(2,655)	(7,285)
Total	341	123	123	385

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

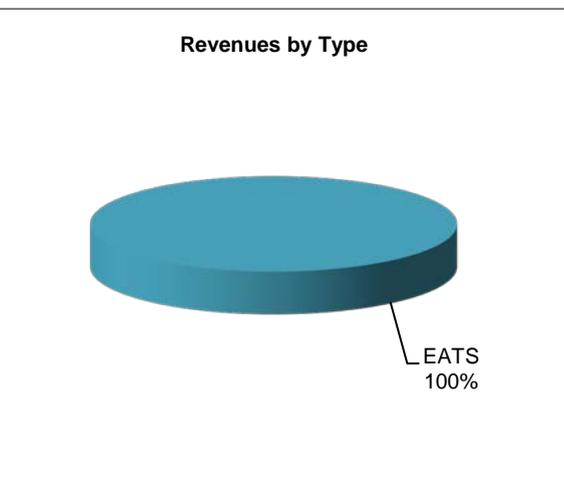
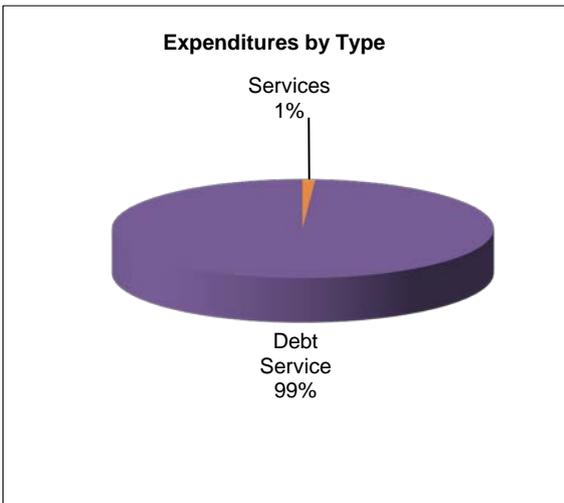
2018-19	2019-20		2020-21
	Adopted	Estimated	
Actual	Budget	Actual	Budget
0	0	0	0

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



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	1,359	1,162	1,162	1,400
TIF Reimbursable	-	-	-	-
Debt Service	134,832	116,456	116,456	128,600
Total	136,191	117,618	117,618	130,000
Sources:				
PILOTS	-	-	-	-
EATS	135,852	122,244	122,244	130,000
Other Revenue	-	-	-	-
From/(To) Fund Bal	339	(4,626)	(4,626)	-
Total	136,191	117,618	117,618	130,000

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

2018-19	2019-20		2020-21
	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

	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services/Supplies	0	5,000	5,000	0
Interfund Trf (Gaming)	0	0	0	0
Total	0	5,000	5,000	0
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
Interfund Trf (Gaming)	0	5,000	5,000	0
From(To) Fund Bal.	0	0	0	0
Total	0	5,000	5,000	0

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

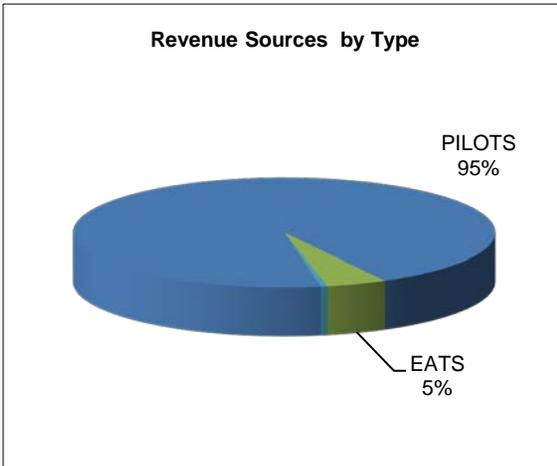
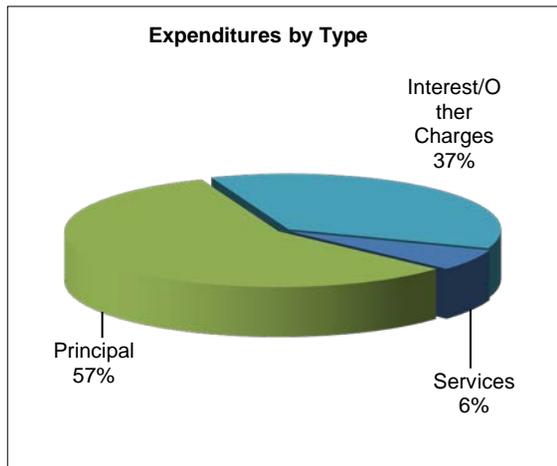
N/A

2018-19	2019-20		2020-21
	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



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	20,082	18,405	18,405	24,000
Principal	200,000	215,000	215,000	220,000
Interest/Other Charge:	163,200	151,600	151,600	139,775
Total	383,282	385,005	385,005	383,775
Sources:				
PILOTS	416,505	416,505	416,505	462,950
EATS	27,157	19,805	19,805	22,500
Interest/Due from TIF	5,492	2,507	2,507	2,507
From/(To) Fund Bal	(65,871)	(53,812)	(53,812)	(104,182)
Total	383,282	385,005	385,005	383,775

NORTH AMERICAN R E DEVELOPMENT

Program 5166

Program Description

This program tracks the revenues and expenditures for the North American R E Development (formerly the Commons Economic Development Agreement approved November 2007). This is a mixed use commercial/retail space project. The project also includes traffic improvements to parts of Highway 169 and Highway A, street lighting, and sewer installation. A CID was approved and activated July 2007 in order to help cover reimbursable costs and to generate funds for future upkeep of the development area, however a one-cent CID sales tax was not approved by the CID until spring of 2014 and did not go into effect until October 2014.

Staffing Detail

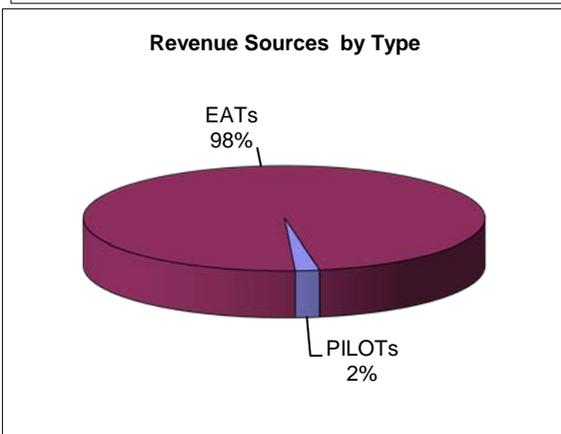
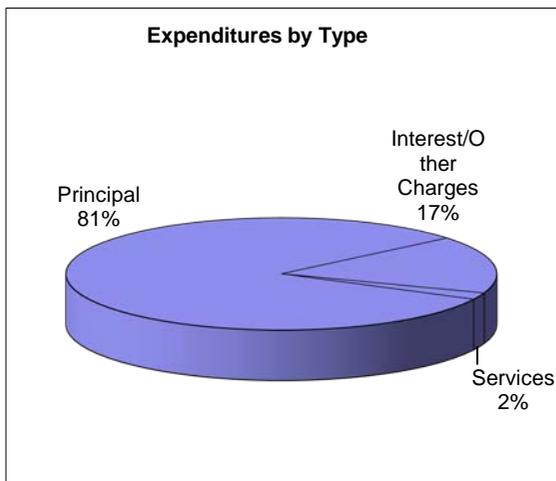
N/A

2018-19	2019-20		2020-21
	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



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services	13,139	13,411	13,411	12,911
Developer Reimb.	0	0	0	0
Principal	536,143	451,425	451,425	540,000
Interest/Other Charge:	109,251	163,918	163,918	110,000
Total	658,533	628,754	628,754	662,911
Sources:				
PILOTs	12,779	12,779	25,557	12,779
EATs	643,819	624,846	624,846	650,000
From/(To) Fund Bal	1,936	(8,871)	(21,649)	132
Total	658,533	628,754	628,754	662,911

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

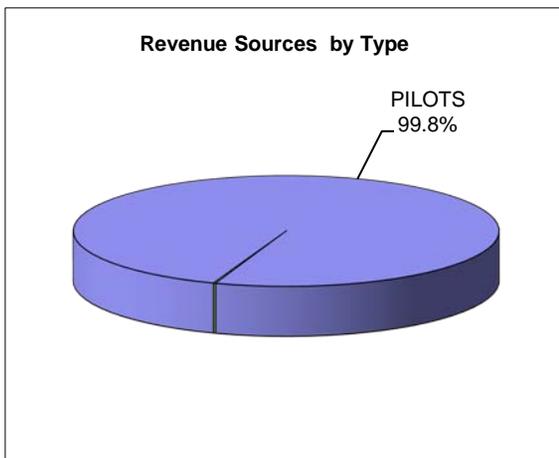
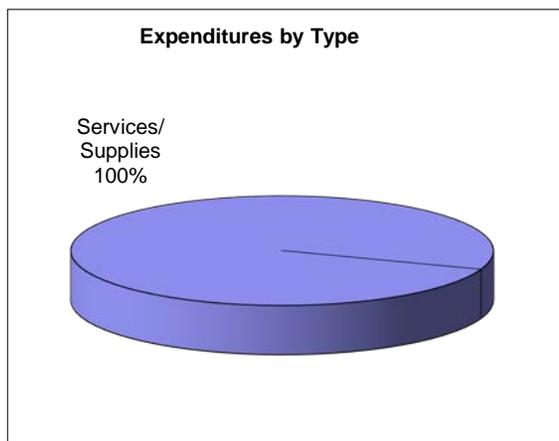
N/A

2018-19	2019-20		2020-21
	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



	2018-19	2019-20		2020-21
		Adopted	Estimated	
	Actual	Budget	Actual	Budget
Expenditures:				
Services/Supplies	20,292	14,185	14,185	27,000
Dvlpr Reimburse	0	0	0	0
Transfers	0	0	0	0
Total	20,292	14,185	14,185	27,000
Sources:				
PILOTS	405,831	405,622	405,883	540,312
Sewer Capacity Fee	0	0	0	0
EATS	862	953	953	1,000
From(To) Fund Bal.	(386,401)	(392,390)	(392,651)	(514,312)
Total	20,292	14,185	14,185	27,000

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

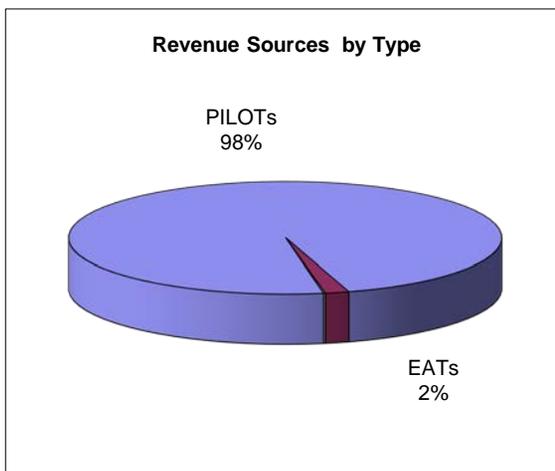
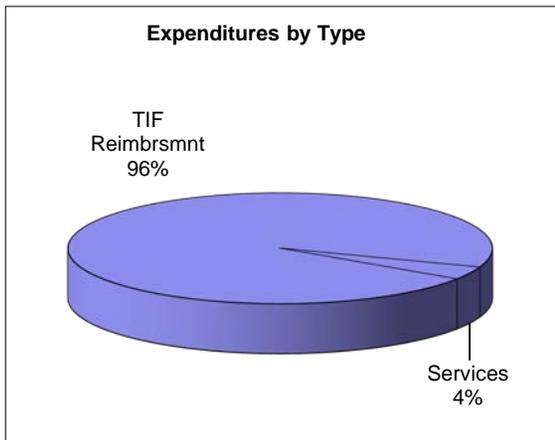
N/A

2018-19	2019-20		2020-21
	Adopted Budget	Estimated Actual	
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



Expenditures:

Services
TIF Reimbrsmnt
TIF Reimbrsmnt
Total

Sources:

PILOTs
EATs
Interest/Other
From (To) Fund Bal
Total

2018-19	2019-20		2020-21
	Adopted Budget	Estimated Actual	
Actual	Budget	Actual	Budget
19,654	23,422	23,422	23,172
0	0	0	0
542,836	600,000	600,000	585,400
562,490	623,422	623,422	608,572
536,315	544,651	544,651	598,500
28,608	304,380	304,380	10,800
104	100	100	100
(2,537)	(225,709)	(225,709)	(828)
562,490	623,422	623,422	608,572

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. The bonds that fund this project were refinanced during FY19.

Staffing Detail

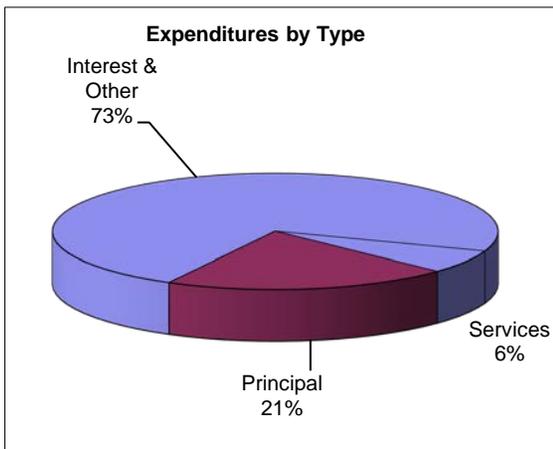
N/A

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual
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

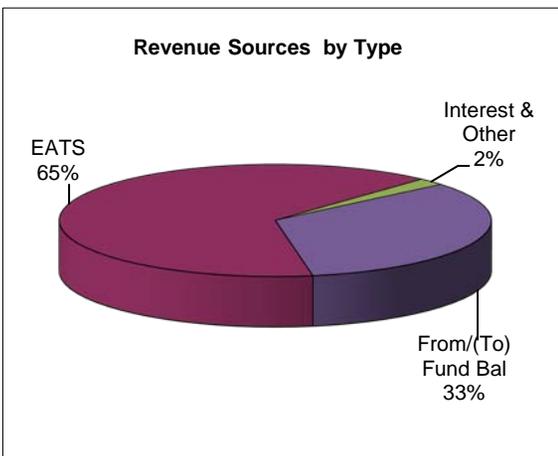


2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual
			Budget
Expenditures:			
Services	226,884	235,000	235,000
Principal	1,135,000	1,840,000	1,840,000
Interest & Other	30,406,319	901,735	901,735
Total	31,768,203	2,976,735	2,976,735
Revenue Sources:			
PILOTS	1,066,275	1,066,274	1,066,274
EATS	3,608,517	3,446,070	3,446,070
Interest & Other	137,274	140,223	140,223
From/(To) Fund Bal	26,956,138	(1,675,832)	(1,675,832)
Total	31,768,203	2,976,735	2,976,735
			3,069,135

Expenditures:

Services
Principal
Interest & Other
Total

Revenue Sources:
PILOTS
EATS
Interest & Other
From/(To) Fund Bal
Total



American Electric TIF

Program 5173

Program Description

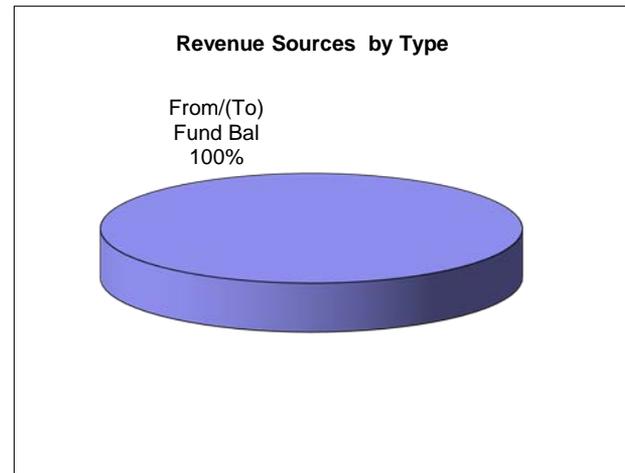
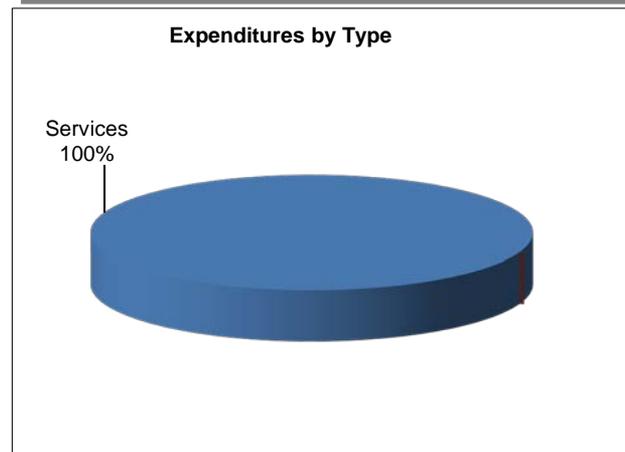
This program involves the rehabilitation and restoration of an existing 200,000 square foot historic building located at 302 North 3rd Street for the development of market rate apartments and commercial retail and office space.

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~This is included in the Downtown TIF and is based on a pay-as-you-go basis.
- ~The project uses other economic development incentives including a Sales Tax Reimbursement Agreement (STRA), Chapter 100 Bond and Community Improvement District (CID).
- ~The project was approved in March of 2018.

Operating Budget Summary



	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	17,515	20,000	20,000	10,000
TIF Reimbursements	0	0	0	0
Total	17,515	20,000	20,000	10,000
Sources:				
PILOTS	0	0	0	0
EATS	0	0	0	0
Interest/Other	0	0	0	0
From/(To) Fund Bal	17,515	20,000	20,000	10,000
Total	17,515	20,000	20,000	10,000

EBR TIF

Program 5175

Program Description

This program tracks the revenues and expenditures for the project(s) at the EBR/HHS redevelopment site. Since inception, the project has become the sole responsibility of EBR. This is a mixed use commercial space/office space project. The TIF project was approved August 2005.

Staffing Detail

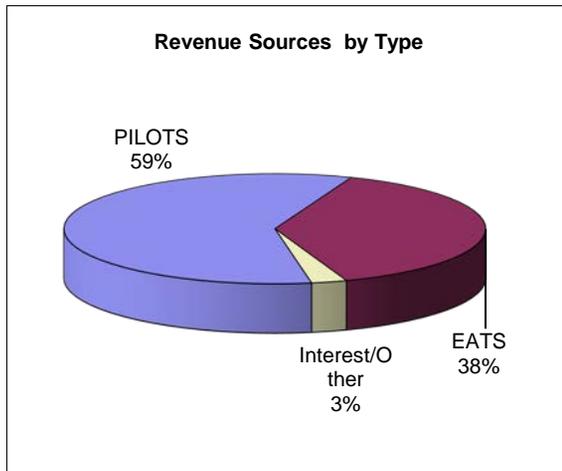
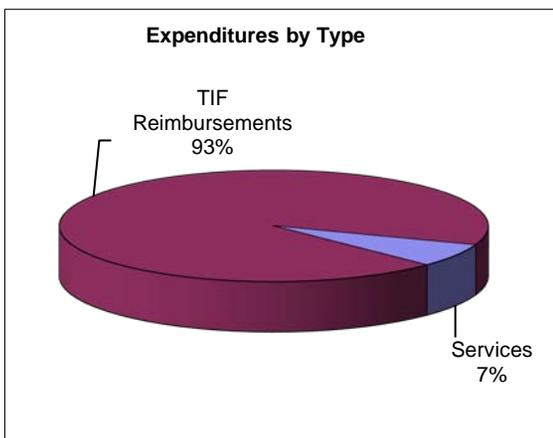
N/A

2018-19 Actual	2019-20		2020-21 Budget
	Adopted Budget	Estimated Actual	
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~This TIF is based on a pay-as-you-go basis. Development began in 2007 with the opening of one restaurant. Two additional restaurants opened in 2008.
- ~Construction is complete on the business office portion of the project.
- ~A miniature golf course and go-cart track has been developed within the past year.

Operating Budget Summary



	2018-19 Actual	2019-20		2020-21 Budget
		Adopted Budget	Estimated Actual	
Expenditures:				
Services	71,597	72,416	72,416	20,000
TIF Reimbursements	257,849	250,000	250,000	275,000
Total	329,446	322,416	322,416	295,000
Sources:				
PILOTS	236,593	244,485	244,485	263,031
EATS	170,373	156,750	156,750	173,105
Interest/Other	17,943	12,142	12,142	12,142
From/(To) Fund Bal	(95,463)	(90,961)	(90,961)	(153,278)
Total	329,446	322,416	322,416	295,000

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

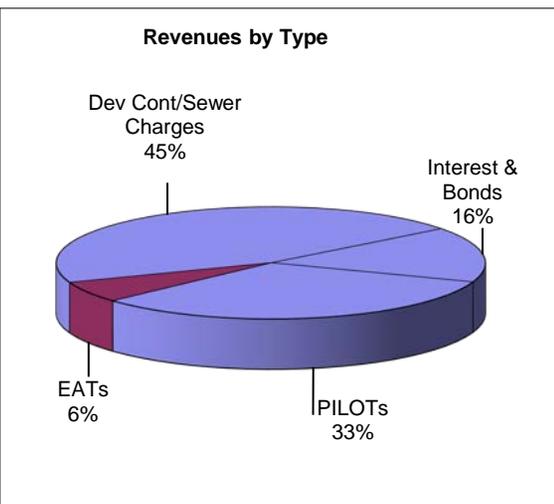
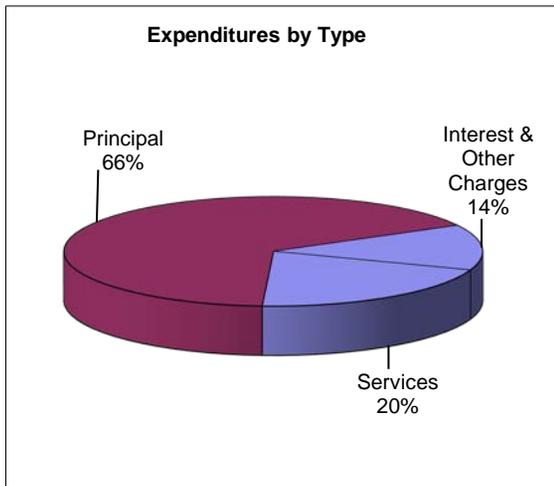
N/A

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

- ~Expenditure reflects debt service. Revenues are generated by the sewer capacity fees and "developer contributions" paid by the company toward the debt service.
- ~\$390,000 of the expenditure in the Services category represents the portion of PILOTS Triumph distributes to the City per the Intergovernmental Cooperative Agreement.
- ~The TIF bonds were refinanced in FY13 resulting in lower interest rate, but an inflated debt service expense for that year. These are planned for early payoff late FY18.

Operating Budget Summary



	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Expenditures:				
Services	383,208	387,111	387,111	400,000
Principal	1,210,000	1,255,000	1,255,000	1,305,000
Interest & Other Charges	344,929	308,749	308,749	264,724
Total	1,938,137	1,950,860	1,950,860	1,969,724
Sources:				
PILOTs	637,386	637,386	637,386	743,500
EATs	140,117	136,280	136,280	140,000
Dev Cont/Sewer Charges	1,079,030	989,553	989,553	1,032,086
Interest & Bonds	398,153	349,153	349,153	365,000
From/(To) Fund Bal	(316,550)	(161,512)	(161,512)	(310,862)
Total	1,938,137	1,950,860	1,950,860	1,969,724

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

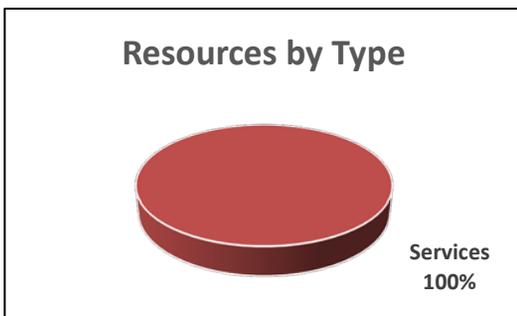
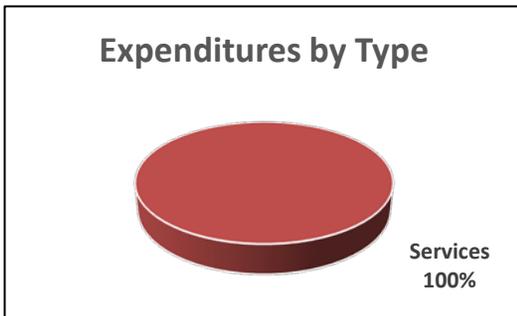
N/A

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

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

Operating Budget Summary



Expenditures:

Services 190
Total 190

Sources:

PILOTS 4,071
 From/(To) Fund Bal (3,881)
Total 190

2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
190	95	95	100
190	95	95	100
4,071	4,071	4,071	4,071
(3,881)	(3,976)	(3,976)	(3,971)
190	95	95	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

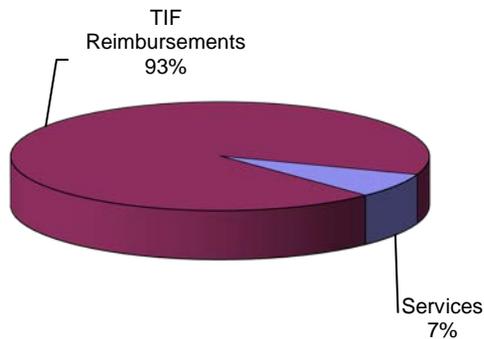
2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual Budget
0	0	0	0

Major Budgetary Changes & Program Highlights

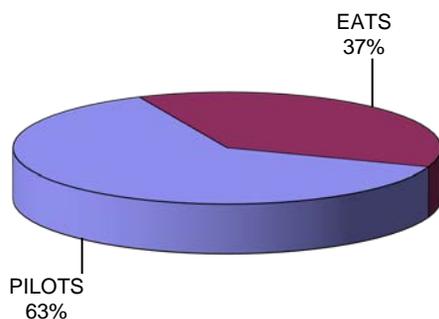
- ~TIF reactivated during FY15.
- ~Currently in construction phase.
- ~To date development added a gas station with restaurant, hotel, and urgent care clinic.

Operating Budget Summary

Expenditures by Type



Revenues by Type



Expenditures:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Services	15,341	18,050	18,050	25,550
TIF Reimbursements	309,064	0	0	325,000
TIF Reimbursements	0	294,947	294,947	0
Total	324,405	312,997	312,997	350,550

Sources:

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
PILOTS	201,261	201,262	201,262	227,000
EATS	110,984	75,839	75,839	135,000
From/(To) Fund Bal	12,160	35,896	35,896	(11,450)
Total	324,405	312,997	312,997	350,550

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.

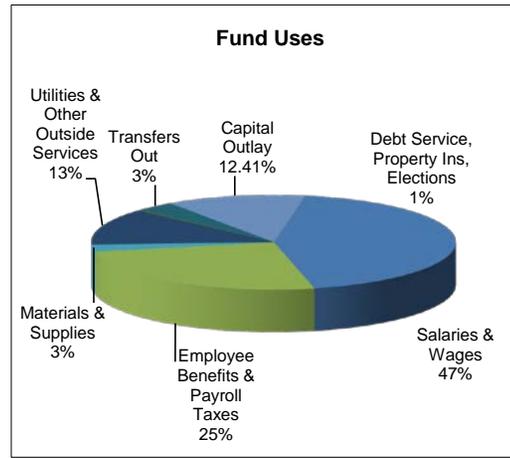
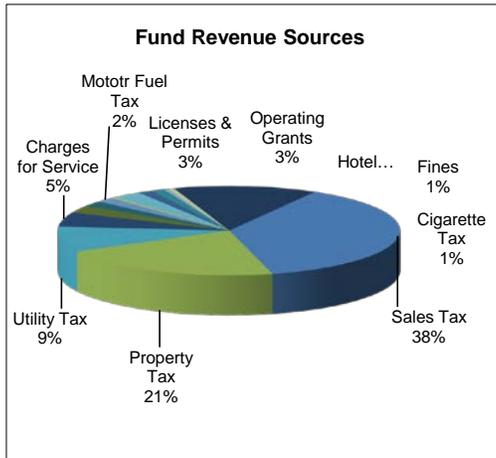
Interfund Transactions

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

	2018-19 Actual	2019-20		2020-21 Budget
		Adopted Budget	Estimated Actual	
SOURCES				
Beginning FB:			18,183,943	16,408,451
Sales Tax	21,856,663	22,597,300	21,908,059	22,237,300
Property Tax	12,495,996	12,465,689	13,109,266	12,587,949
Utility Tax	5,754,448	6,195,000	5,453,168	5,417,170
Charges for Service	2,978,121	3,220,309	3,224,794	3,067,465
Licenses & Permits	1,503,177	1,398,421	1,689,037	1,548,051
Hotel Tax	1,226,919	1,395,660	1,393,875	1,170,000
Mototr Fuel Tax	1,009,237	1,020,000	802,076	1,020,000
Cigarette Tax	319,150	370,000	312,111	310,000
Operating Grants	1,477,769	1,501,854	1,904,787	1,575,845
Other Grants	838,731	853,804	832,681	847,078
Rents	42,114	40,650	34,041	41,250
Fines	640,384	673,325	660,769	653,200
Investment Earnings	317,390	246,267	237,002	240,667
Other	520,801	392,625	751,930	363,177
Special Assessment	-	-	-	-
Transfers In	8,848,826	7,961,222	8,172,189	8,020,017
Fund Balance Appropriation	-	-	-	-
TOTAL SOURCES	59,829,726	60,332,126	60,485,785	59,099,169
USES				
Salaries & Wages	28,164,864	27,855,583	27,999,152	27,580,432
Employee Benefits & Payroll Taxes	14,898,583	15,223,691	15,749,517	15,973,974
Materials & Supplies	1,523,662	1,398,474	1,560,779	1,562,112
Utilities & Other Outside Services	7,429,390	7,754,837	8,226,045	7,918,344
Debt Service, Property Ins, Elections	196,336	196,500	196,800	197,367
Transfers Out	2,183,438	2,267,280	2,508,596	2,112,386
Capital Outlay	4,983,757	5,840,000	6,020,388	7,844,384
TOTAL USES	59,380,030	60,536,365	62,261,277	63,188,999
Net Surplus (Deficit)			(1,775,493)	(4,089,831)

ENDING BALANCE:	16,408,451	12,318,620
Components of Fund Balance:		
Reserved	1,942,176	2,108,062
Assigned	3,853,001	1,434,932
UNASSIGNED FUND BALANCE:	10,613,273	8,775,626



GENERAL FUND

REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Real Estate Tax	7,333,577	7,357,053	7,529,729	7,440,242
Current Real Estate Public Safety Tax	504,540	501,231	521,827	501,231
Prior Real Estate Tax	215,027	244,440	258,507	244,440
Prior Public Safety R/E Tax	14,760	18,100	20,076	18,100
Real Estate Penalty & Interest	62,918	70,390	90,757	70,390
Current Personal Property	2,587,931	2,510,897	2,847,159	2,549,968
Current Personal Public Safety	177,638	172,350	202,009	172,350
P/P Penalty & Interest	50,459	42,140	71,778	42,140
Prior P/P Tax	153,230	139,271	180,106	139,271
Prior Public Safety P/P Tax	10,518	9,550	12,859	9,550
Merchants & Manufacturers Tax	765,096	765,075	755,878	765,075
Payments in Lieu of Tax - City	-	-	-	-
Payments in Lieu of Tax - Other	98,873	97,042	93,246	97,042
Financial Institution Tax	47,171	63,890	51,075	63,890
Railroad Tax	474,259	474,260	474,260	474,260
	<u>12,495,996</u>	<u>12,465,689</u>	<u>13,109,266</u>	<u>12,587,949</u>
Utility Franchise Taxes				
Gas	498,687	490,000	494,964	495,000
Electric	2,445,539	2,640,000	2,467,170	2,467,170
Water	648,629	690,000	619,627	620,000
Telephone	1,265,171	1,450,000	996,463	970,000
Cable	731,812	760,000	710,333	700,000
Utility EATS (TIF generated utility tax)	164,611	165,000	164,611	165,000
	<u>5,754,448</u>	<u>6,195,000</u>	<u>5,453,168</u>	<u>5,417,170</u>
Sales Tax				
Sales Tax	13,094,770	13,359,000	13,271,674	13,359,000
Vehicle Sales Tax	642,557	700,000	538,287	700,000
Use Tax	4,111,047	4,510,000	3,838,331	4,150,000
Sales Tax Contra Account	(4,506,375)	(4,632,300)	(4,095,063)	(4,632,300)
1/2 Percent Sales Tax	6,544,203	6,675,600	6,632,808	6,675,600
Cigarette Tax	319,150	370,000	312,111	310,000
Hotel/Motel Tax	1,201,908	1,272,960	1,271,175	1,170,000
Riverfront Dev Hotel.Motel Tax	25,011	122,700	122,700	-
EATS (TIF generated sales tax)	2,613,018	2,685,000	2,260,309	2,685,000
Vehicle Fees	366,680	320,000	263,789	320,000
	<u>24,411,969</u>	<u>25,382,960</u>	<u>24,416,121</u>	<u>24,737,300</u>
Licenses				
Business Licenses	1,004,291	900,000	1,167,557	1,050,000
Liquor Licenses	103,092	97,000	109,328	97,000
Server (Alcohol) License	23,910	26,640	22,690	26,640
Dog/Cat License	56,111	49,000	55,000	49,000
Trade License/Exam Fees	71,224	77,380	77,380	77,380
Garage Sale Licenses	6,775	8,000	6,480	8,000
Contractor License	-	6,140	6,140	6,140
	<u>1,265,402</u>	<u>1,164,160</u>	<u>1,444,575</u>	<u>1,314,160</u>
Permits				
Septic Tank Permits	320	240	560	240
Pool/Spa Permit	1,650	2,100	2,100	2,100
Food Establishment Permits	89,648	88,537	88,537	88,537
Food Handler Permits	785	720	324	350
Special Use Permits	29,777	26,864	26,350	26,864
Building Permits	3,000	-	-	-
Sidewalk/Street Permits	4,515	7,500	7,500	7,500

GENERAL FUND

REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Land Disturbance Permits	6,640	9,000	9,000	9,000
Street/Utility Permits	22,425	18,000	18,000	18,000
Special Event Permits	909	1,400	1,064	1,400
Alarm Ordinance Permits	44,226	48,000	53,907	48,000
Fire Inspection Permits	32,100	30,400	35,200	30,400
Petting Zoo Permits	400	400	400	400
Breeder Permits	80	100	120	100
Litter Permits	1,300	1,000	1,400	1,000
	<u>237,775</u>	<u>234,261</u>	<u>244,462</u>	<u>233,891</u>
Fines				
Municipal Court Fines/Costs	511,688	532,000	525,619	512,000
Crime Victims' Compensation	3,042	3,000	2,778	2,500
DWI Enforcement Revenue	8,603	9,000	10,391	9,000
Police Training Revenue	16,436	15,000	15,000	15,000
State DWI Enforcement Revenue	12,414	15,000	11,600	15,000
Judicial Education Revenue	8,220	9,025	9,025	8,200
Liquor Establishment Penalty	2,800	3,000	2,700	3,000
Warrant Processing Fees	(196)	1,300	(15)	-
Cash Bond Forfeitures	34,908	35,000	37,921	42,500
Surety Bond Forfeitures	-	1,000	750	1,000
Administrative Code Penalties	42,470	50,000	45,000	45,000
	<u>640,384</u>	<u>673,325</u>	<u>660,769</u>	<u>653,200</u>
Rents				
Communication Tower Lease	16,134	16,100	16,691	16,700
Parks/Pool Rental	25,980	24,550	17,350	24,550
	<u>42,114</u>	<u>40,650</u>	<u>34,041</u>	<u>41,250</u>
Parking Permits/Fees				
Parking Permits	1,291	1,000	1,000	1,000
	<u>1,291</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Inspection Fees				
Boiler Inspections	-	62,000	-	-
Mechanical Perms	39,691	45,500	58,331	45,500
Building Permits	254,000	167,700	291,379	167,700
Electrical Permits	61,584	58,400	66,650	58,400
Plumbing Permits	36,657	40,490	59,236	40,490
Certificate of Occupancy Fee	17,825	12,400	22,650	12,400
Other Inspections - Signs	6,884	6,800	11,026	6,800
	<u>416,641</u>	<u>393,290</u>	<u>509,272</u>	<u>331,290</u>
Health Fees				
Medicaid Fees	110,994	115,150	124,220	115,150
Breast Pump Kits	90	-	35	-
Pregnancy Test Fees	775	500	550	500
HIV/STD Test Fees	2,730	2,500	2,400	2,500
Shelter Fees	45,107	43,000	56,000	67,500
Rabies Clinic Fees	4,394	4,000	4,000	4,000
Animal Microchip Fees	13,924	10,500	-	-
Vicious Animal Impound Bond	120	240	120	240
Dog Park Fee	4,215	2,500	3,500	3,000
Vet Fees	-	41,500	42,000	84,000
Birth/Death Certificates	149,670	130,000	135,000	130,000
Vaccinations/Immunizations	-	-	-	-
VaxCare Immunizations	4,086	6,000	3,710	6,000
Individual TB Testing	2,055	1,400	1,570	1,400
Health Testing - DOC	2,943	3,000	4,215	3,000
	<u>2,943</u>	<u>3,000</u>	<u>4,215</u>	<u>3,000</u>

GENERAL FUND

REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
	341,102	360,290	377,320	417,290
Recreation Fees				
Swimming Pools - Daily Fees	3,853	6,000	5,600	6,000
Aquatic Park - Daily Fees	46,880	100,000	40,000	50,000
Swimming Pools - Punch Cards	-	-	-	-
Aquatic Park - Punch Cards	686	6,000	800	1,500
Swimming Lessons	-	-	-	-
Youth Sports -Basketball/Volleyball	77,851	130,120	85,000	100,000
Fall Softball	6,050	15,750	5,050	15,750
Summer Softball	15,592	38,400	18,000	38,400
Parkway Run Fees	2,801	2,000	2,000	2,000
REC Center Fees	-	-	-	-
REC Center Rental	20,538	6,000	20,000	20,000
Individual Day Pass	27,914	30,000	25,000	30,000
Adventure/Sport Camp	15,645	30,000	-	15,000
Other Recreation Fees	31,009	50,500	37,500	37,000
REC Center Fitness Memberships	68,183	65,500	64,000	65,500
REC Center Fitness Classes	18,260	21,000	22,000	21,000
Concessions - REC Center	26,001	40,000	29,000	30,000
Concessions - Pools	21,053	40,960	16,110	16,110
Concessions - Ball Fields/Vending	43,643	74,400	45,046	54,537
MWSU Aquatic Fees	5,993	10,000	2,000	6,000
Concessions - Senior Citizen Cafeteri	33,553	25,000	36,000	35,000
	<u>465,505</u>	<u>691,630</u>	<u>453,106</u>	<u>543,797</u>
Nature Center Fees				
Nature Center Admissions	34,994	58,000	33,000	35,000
Nature Center Memberships	27,494	25,000	26,000	27,000
Nature Center Gift Shop	19,944	30,000	22,000	25,000
Concessions - Nature Center	-	-	-	-
Nature Center Program Income	8,253	6,500	6,500	6,500
	<u>90,685</u>	<u>119,500</u>	<u>87,500</u>	<u>93,500</u>
Civic Facilities Charges				
Civic Arena Rental	88,005	101,000	81,000	101,000
Civic Arena Equipment Rental	49,827	50,000	50,000	50,000
Meeting Room Rental	11,594	15,000	13,400	15,000
Missouri Theater Office Rent	13,725	12,900	13,000	8,100
Special Civic Arena Promotions	46,819	40,000	40,000	40,000
Concessions - Civic Center	183,398	186,086	185,000	185,000
Move in/out Fees	24,000	20,000	20,000	20,000
Missouri Theater Rental	46,350	38,275	45,000	55,000
Reimbursed Events Payroll	-	-	-	-
	<u>463,718</u>	<u>463,261</u>	<u>447,400</u>	<u>474,100</u>
Bode Complex Charges				
Bode Complex Revenue	5,746	22,500	9,000	22,600
Skating Lessons	36,810	30,000	38,000	38,000
Ice Rental - Hocky	42,219	32,000	42,000	42,000
Ice Rink Admissions	69,895	78,000	71,000	71,000
Ice Rental - Figure Skating	21,767	18,000	22,100	22,100
Ice Rental - General	68,611	67,000	67,500	67,500
Advertising	900	8,000	8,000	8,000
	<u>245,947</u>	<u>255,500</u>	<u>257,600</u>	<u>271,200</u>
Charges for Services				
Copies of Public Documents	16,725	9,400	14,604	9,350
Plan Review/Archiving Fees	77,346	63,000	167,581	63,000
Archiving Fees	3,999	3,000	3,000	3,000
Finance Administration Fees	290,815	275,000	326,859	275,000

GENERAL FUND

REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Trash/Weed Abatement	93,512	100,000	100,000	100,000
Identification Cards	2,064	500	500	500
Animal Cremation Services	9,105	9,300	9,500	9,300
County Health Contract	73,404	73,404	74,900	76,594
Fire District Contracts	440,639	453,858	453,858	453,858
Non Criminal Fingerprint Fee	2,414	1,500	535	1,000
Non Criminal Fingerprint Fee	16,613	20,280	15,159	20,280
State Health Contract	154,758	147,602	147,602	147,602
State MCH Health Contract	53,414	46,229	46,700	46,229
Childrens Lead Prevention	28,955	-	-	-
Outreach Service Contract	660	1,758	1,250	1,758
State WIC Contract	368,412	353,079	397,817	393,921
	<u>1,632,835</u>	<u>1,557,910</u>	<u>1,759,865</u>	<u>1,601,392</u>
Other Revenue				
Sale of Fixed Assets	82,085	-	42,400	-
Insurance Proceeds	7,757	7,000	48,560	10,000
Gift Certificate Revenue	359	-	700	-
Concessions - Vending Machines	5,965	5,240	3,800	4,150
Donations	243,709	75,588	363,498	79,521
Taser Reimbursement	-	50	50	-
Recycling Revenue	927	2,800	4,332	2,300
Nonrefundable Bid Deposits	4,340	4,000	4,000	3,000
Recovery/Reimbursements	86,338	105,612	87,492	74,106
Refunds of Prior Year Expenses	1,702	-	4,781	-
Other Revenues Over/Short	43,328	127,420	128,102	125,570
MO Tax Credits	44,291	64,915	64,915	64,530
Gain/Loss Change in Mkt Value	(34,706)	-	-	-
Bond Proceeds	-	-	-	-
	<u>486,095</u>	<u>392,625</u>	<u>752,630</u>	<u>363,177</u>
Other Revenue				
Principal on Special Assessments	-	-	-	-
	<u>0</u>	<u>-</u>	<u>-</u>	<u>-</u>
Investment Earnings				
Investment Interest Income	307,144	239,067	229,802	233,267
MDFB Bonds Interest Income	3,696	1,800	1,800	2,000
Accrued Interest Income	34,773	-	-	-
Interest on Special Assessments	6,469	5,400	5,400	5,400
Interest on Accts/Notes Receivable	16	-	-	-
	<u>388,098</u>	<u>246,267</u>	<u>237,002</u>	<u>240,667</u>

GENERAL FUND

REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
	352,097	246,267	237,002	240,667
Intergovernmental				
Buchanan County LEC Operations	412,946	412,900	413,727	422,734
Emergency Preparedness	66,383	61,615	60,000	59,769
Immunization - Medicare	-	-	-	-
Bode Trust	-	-	-	-
HIV Prevention	56,184	57,478	57,478	57,478
HIV Service Coordination	94,395	92,000	92,000	92,000
POST	7,072	8,000	6,803	4,000
COPS in SCHOOLS	204,852	270,378	204,852	294,640
FEMA	-	-	-	-
Bullet Proof Vest Grant	7,080	-	12,991	-
MO Hwy Safety Project Grant	56,764	75,240	63,847	82,018
MO Emergency Management Grant	64,380	48,000	66,966	55,000
Edward Byrne Grant	45,618	-	44,843	-
Child Care Inspections Agreement	4,905	4,770	3,441	3,500
Buchanan County 911 Maintenance	276,246	281,500	269,801	275,000
Heartland Health 911 Maintenance	69,062	78,000	67,450	68,750
SEMA	-	-	-	-
FTA/CPG Grant	204,106	312,080	312,080	312,080
Miscellaneous Grants	66,903	31,625	392,220	29,850
	<u>1,636,896</u>	<u>1,733,586</u>	<u>2,068,499</u>	<u>1,756,819</u>
Interfund Transfers - Computer Network				
Transit from SIMR	32,000	42,000	42,000	50,901
Transfer from P&R	2,000	1,000	1,000	1,083
Transfer from CDBG Fund	6,000	6,000	6,000	6,498
Transfer from Aviation	4,000	4,000	4,000	5,415
Transfer from Water Protection Fund	-	-	-	57,399
Transfer from Landfill Fund	6,000	7,000	7,000	7,581
Transfer from Parking Fund	1,000	3,000	3,000	2,166
Transfer from Golf Course	3,000	4,000	4,000	4,332
Transfer from Transit Fund	12,000	10,000	10,000	9,747
	<u>66,000</u>	<u>77,000</u>	<u>77,000</u>	<u>145,122</u>
Interfund Transfers In				
Transfer from Parks & Rec	39,560	54,597	54,597	43,887
Transfer from Pub Safety Tax	5,518,270	4,694,499	4,694,499	4,707,706
Transfer from CDBG Fund	202,629	204,775	204,775	210,048
Transfer from Gaming Initiative Fund	55,000	50,000	50,000	43,000
Transfer from Parking Fund	-	-	-	-
Transfer from Water Protection Fund	2,044,217	2,044,411	2,044,411	1,568,392
Transfer from Municipal Golf Fund	-	-	-	-
Transfer from Mass Transit Fund	119,135	128,220	128,220	216,262
Transfer from Landfill Fund	744,755	649,840	799,840	1,028,600
Transfer from CIP Sales Tax Fund	-	-	60,967	-
Transfer from Museum	59,260	57,880	57,880	57,000
	<u>8,782,826</u>	<u>7,884,222</u>	<u>8,095,189</u>	<u>7,874,895</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>59,829,726</u>	<u>60,332,126</u>	<u>60,485,785</u>	<u>59,099,169</u>

GENERAL FUND EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	25,648,506	26,444,334	26,604,615	26,261,711
Salary Increases	-	(1,093,923)	(1,093,923)	(1,113,510)
Overtime	1,239,142	1,240,582	1,237,670	1,218,564
FLSA Overtime (Fire Dept)	200,307	198,430	198,430	199,412
Temp-Part Time Wages	798,105	913,665	899,865	752,128
Out-of-Title Pay	137,498	6,525	6,525	118,210
Sick Leave Buy Back	10,561	10,970	10,970	13,270
Retired Consultant's Pay	130,745	135,000	135,000	130,647
	<u>28,164,864</u>	<u>27,855,583</u>	<u>27,999,152</u>	<u>27,580,432</u>
Employee Benefits				
Police Pension Contribution	2,486,579	1,917,922	1,917,922	1,984,697
Lagers Pension Contribution	4,575,682	4,891,414	4,898,711	5,174,309
FICA Contribution	904,550	928,980	938,967	894,101
FIM Medicare	403,600	418,874	420,988	411,610
457 Plan Employer Match	173,113	174,530	174,530	164,000
Health Insurance	4,223,182	4,673,584	4,685,012	4,876,486
Dental Insurance	159,438	187,752	188,208	184,241
Life Insurance	85,554	91,202	90,881	88,415
Unemployment Insurance	22,900	-	-	-
Long Term Disability	61,228	72,752	72,558	70,736
Workers Compensation	1,164,769	1,143,815	1,663,335	1,547,236
Uniform Allowance	350,063	366,000	366,000	369,000
EMT Allowance	25,125	25,750	25,750	27,750
Car/Mileage Allowance	17,103	35,746	35,508	26,937
Confer/Train/Travel	245,698	295,370	271,147	154,455
	<u>14,898,583</u>	<u>15,223,691</u>	<u>15,749,517</u>	<u>15,973,974</u>
Materials & Supplies				
Office Supplies	71,416	83,414	66,029	76,286
Police Evidence Supplies	5,939	6,500	6,500	6,500
Photo Supplies	1,052	1,600	1,525	1,580
Janitorial Supplies	55,831	63,970	65,370	65,250
Recreation Supplies	88,348	84,497	69,844	78,478
Safety Equip/Clothing	145,679	83,380	139,910	82,880
Chemical/Drugs/Medical Supplies	70,971	37,950	69,003	39,400
Motor Fuel and Lubricants	486,667	572,590	570,320	561,090
Minor Equipment	214,703	240,855	273,676	228,445
Traffic & Lighting Supplies	519	-	-	-
Materials & Supplies for Resale	121,686	151,079	132,590	143,506
Other Materials/Supplies	260,851	72,639	166,012	278,697
	<u>1,523,662</u>	<u>1,398,474</u>	<u>1,560,779</u>	<u>1,562,112</u>
Services				
Employment Services	170,131	182,705	183,477	224,521
Professional Services	812,507	690,816	756,333	628,076
Banking/Transaction Fees	-	-	65,041	94,630
Recruitment Costs	789	-	-	-
Other Professional Services	(4)	-	-	-
Memberships	57,599	58,529	46,475	56,183
Periodicals & Books	16,200	20,095	19,076	24,445

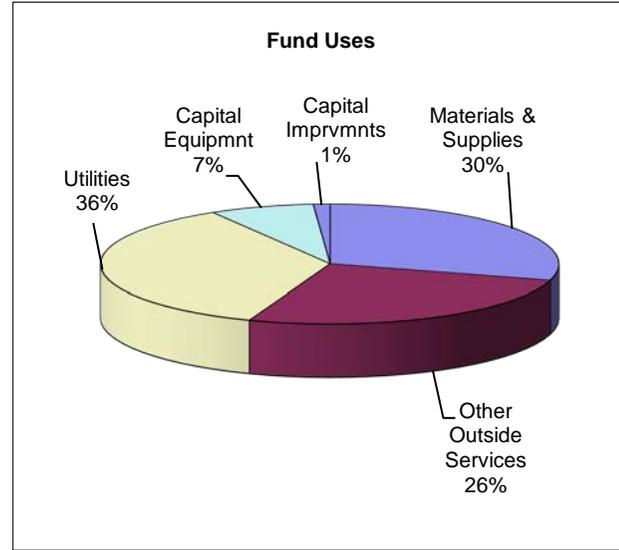
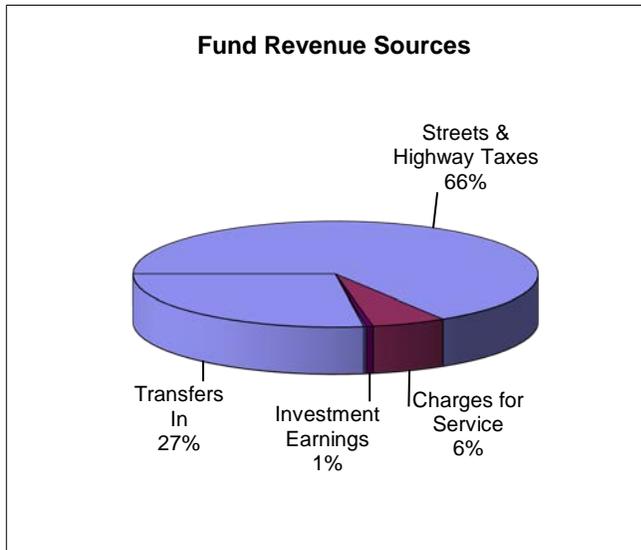
GENERAL FUND EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Communication Services	435,411	442,037	433,516	455,519
Postage	36,531	42,890	38,245	40,390
Freight	1,140	1,400	1,225	1,400
Advertising	117,671	111,359	125,822	104,174
Permits & Recording Fees	2,975	6,020	5,797	8,020
Printing & Binding	21,951	37,650	35,907	33,350
Gas Service	122,599	134,895	121,500	134,895
Electric Service	519,801	541,220	458,818	422,114
Water Service	102,349	108,835	118,445	73,035
Vehicle/Equipment Rent	141,348	132,378	132,323	96,591
Facility Rent Lease	-	44,000	44,000	36,000
M&R - Office Equipment	456,485	562,344	575,621	627,670
M&R - Building & Facilities	427,706	427,671	351,529	329,048
M&R - Machinery & Equipment	88,654	97,502	100,121	102,230
M&R - Motor Vehicles	776,365	696,660	829,269	693,660
M&R - Communications Equipment	988,276	1,107,230	1,151,030	1,120,298
Major Maintenance & Repairs	33,667	5,000	5,000	5,000
Custodial Services	-	-	-	-
Towing Services	10,177	12,350	12,850	12,350
Laundry Services	25,124	31,211	32,040	31,211
Solid Waste Disposal Services	30,451	43,020	42,240	42,020
MO DNR Fees	768	670	668	670
Special Contributions	1,051,191	1,037,108	1,063,108	1,027,108
Other Services	496,392	600,673	833,000	782,325
	<u>6,944,256</u>	<u>7,176,268</u>	<u>7,582,476</u>	<u>7,206,933</u>
Other Charges				
Principal	145,000	155,000	155,000	160,000
Interest	44,325	37,800	37,800	30,825
Other Debt Charges	7,011	3,700	4,000	6,542
Insurance	416,968	527,819	527,819	660,661
Judgments & Claims	31,335	44,500	74,500	44,500
Election Expenses	36,831	-	35,000	-
Refund Expenses	-	6,250	6,250	6,250
	<u>681,470</u>	<u>775,069</u>	<u>840,369</u>	<u>908,778</u>
Capital Outlay				
Office Equipment & Furniture	9,000	-	-	-
Motor Vehicles	331,547	265,000	265,000	21,384
Machinery & Equipment	157,976	-	65,388	15,000
Radio & Communications Equipmer	-	150,000	150,000	216,000
Software Purchases	176,102	-	-	-
	<u>674,626</u>	<u>415,000</u>	<u>480,388</u>	<u>252,384</u>
Capital Improvements				
Building	-	-	-	50,000
Street, Curbs, Sidewalks	4,138,573	5,400,000	5,400,000	3,600,000
Improv Other Than Buildings	170,559	25,000	140,000	3,942,000
	<u>4,309,132</u>	<u>5,425,000</u>	<u>5,540,000</u>	<u>7,592,000</u>
Interfund Transfers				
Transfer to Streets Maintenance	1,187,887	1,183,000	1,183,000	1,150,209
Transfer to Parks Maintenance	272,840	348,840	363,840	151,163
Transfer to Public Safety Tax	-	317,756	317,756	-
Transfer to Aviation	-	30,000	30,000	-
Transfer to Public Parking	320,851	320,852	320,852	320,852
Transfer to Water Protection	-	-	-	220,000
Transfer to Golf	47,360	66,832	66,832	60,332
Transfer to Capital Projects	354,500	-	226,316	209,830
	<u>2,183,438</u>	<u>2,267,280</u>	<u>2,508,596</u>	<u>2,112,386</u>
Total	<u>59,380,030</u>	<u>60,536,365</u>	<u>62,261,277</u>	<u>63,188,999</u>

STREETS MAINTENANCE FUND

SUMMARY

	2018-19 Actual	2019-20		2020-21 Budget
		Adopted Budget	Estimated Actual	
SOURCES				
Beginning FB:	686,273		677,619	306,849
Streets & Highway Taxes	2,798,314	2,765,740	2,325,055	2,790,740
Charges for Service	185,533	250,000	250,000	250,000
Other Revenue	21,115	57,000	57,000	-
FEMA Reimbursements	14,971	-	-	-
Investment Earnings	26,475	24,570	24,570	24,570
Special Assessments	9,586	6,750	6,750	6,750
Transfers In	1,232,928	1,233,000	1,233,000	1,150,209
Fund Balance Appropriation	-	-	-	-
TOTAL SOURCES	4,288,921	4,337,060	3,896,375	4,222,269
USES				
Materials & Supplies	1,415,643	1,603,400	1,603,400	1,270,177
Other Outside Services	653,473	788,145	788,145	1,132,768
Utilities	1,493,137	1,541,600	1,541,600	1,541,600
Operating Capital Equipment	145,702	92,000	92,000	318,000
Capital Improvements	557,620	200,000	200,000	-
Transfers Out	32,000	42,000	42,000	50,901
TOTAL USES	4,297,575	4,267,145	4,267,145	4,313,446
Net Surplus (Deficit)	(8,654)		(370,770)	(91,177)
ENDING RESERVED FUND BALANCE:	677,619		306,849	215,672



STREETS MAINTENANCE FUND

REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Streets & Highway Taxes				
Fuel Tax	2,058,661	2,050,740	1,572,555	2,050,740
Road & Bridge Tax	739,653	715,000	752,500	740,000
	<u>2,798,314</u>	<u>2,765,740</u>	<u>2,325,055</u>	<u>2,790,740</u>
Charges for Services				
Street Cut Repair	185,533	250,000	250,000	250,000
	<u>185,533</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
Other Revenue				
Sale of Fixed Assets	2,060	32,000	32,000	-
Insurance Proceeds	5,002	-	-	-
Sale of Gas & Oil	-	-	-	-
Recycling Revenue	6,085	-	-	-
Recovery/Reimbursements/PY Refunds	7,437	25,000	25,000	-
Refund Prior Year Expense	-	-	-	-
Interest	7	-	-	-
Other Revenue	530	-	-	-
	<u>21,122</u>	<u>57,000</u>	<u>57,000</u>	<u>0</u>
Grants & Entitlements				
FEMA	-	-	-	-
SEMA	14,971	-	-	-
	<u>14,971</u>	<u>0</u>	<u>0</u>	<u>0</u>
Principal Earnings				
Principal on Special Assessment	9,586	6,750	6,750	6,750
	<u>9,586</u>	<u>6,750</u>	<u>6,750</u>	<u>6,750</u>
Investment Earnings				
Interest on Special Assessments	310	-	-	-
Investment Interest Income	26,157	24,570	24,570	24,570
	<u>26,468</u>	<u>24,570</u>	<u>24,570</u>	<u>24,570</u>
Interfund Transfers In				
Transfer from General Fund	1,187,887	1,183,000	1,183,000	1,150,209
Transfer from Gaming Fund	45,042	50,000	50,000	-
	<u>1,232,928</u>	<u>1,233,000</u>	<u>1,233,000</u>	<u>1,150,209</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>4,288,921</u>	<u>4,337,060</u>	<u>3,896,375</u>	<u>4,222,269</u>

STREETS MAINTENANCE FUND

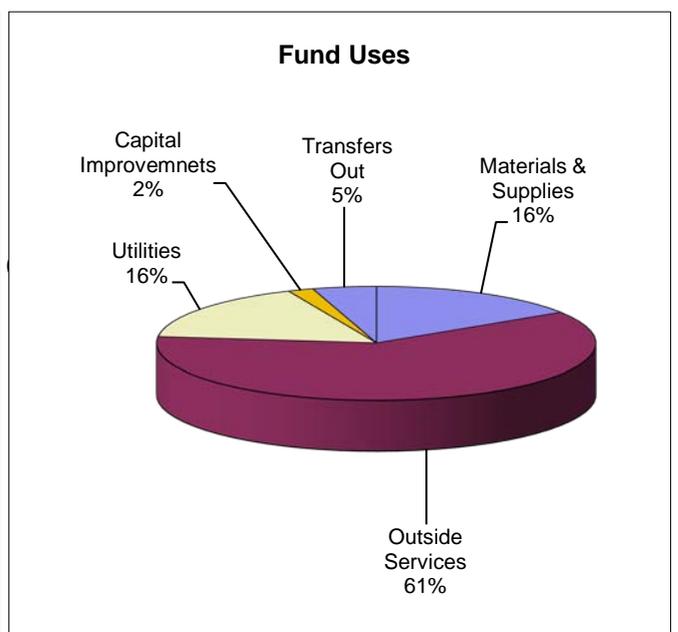
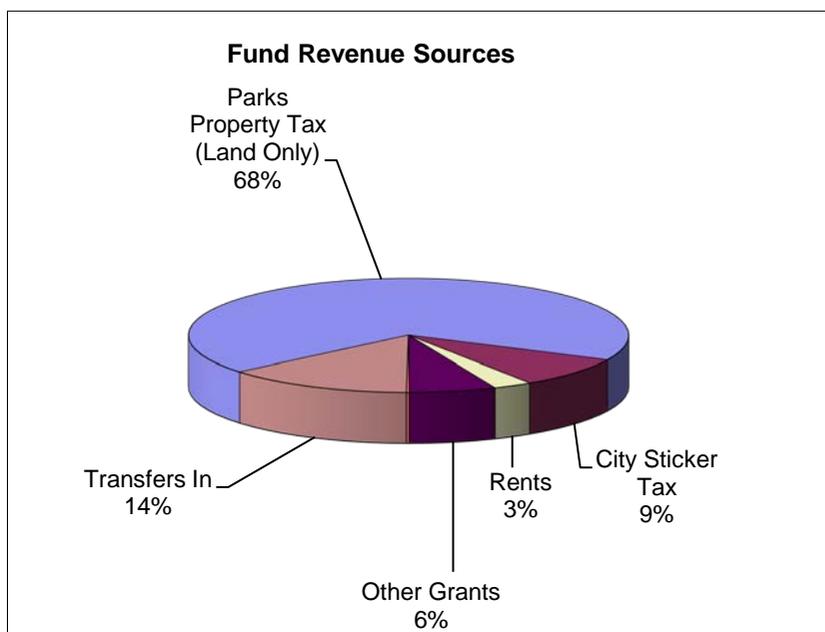
EXPENDITURES

	2018-19		2020-21	
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Office Supplies	363	800	800	800
Safety Equip/Clothing	21,691	21,200	21,200	21,200
Motor Fuel and Lubricants	21,153	23,150	23,150	23,150
Minor Equipment	75,088	38,500	38,500	38,500
Street Maintenance Supplies	1,219,464	1,443,100	1,443,100	1,109,877
Traffic/Lighting Supplies	69,064	74,000	74,000	74,000
Other Materials/Supplies	8,821	2,650	2,650	2,650
	<u>1,415,643</u>	<u>1,603,400</u>	<u>1,603,400</u>	<u>1,270,177</u>
Services				
Employment Services	-	-	-	-
Employment Services	160,025	195,000	195,000	195,000
Professional Services	45,127	11,000	11,000	11,000
Memberships	-	200	200	200
Periodicals & Books	-	200	200	200
Communication Svcs	252	1,800	1,800	1,800
Postage	-	200	200	200
Freight	1,100	1,500	1,500	1,500
Advertising	2,204	-	-	-
Printing & Binding	135	-	-	-
Electric Service - Street Lighting	1,493,137	1,541,600	1,541,600	1,541,600
Vehicle/Equipment Rent	4,854	3,900	3,900	3,900
Software/Equipment M&R	-	-	-	38,158
M&R - Building & Facilities	255,002	254,150	254,150	294,150
M&R - Machinery & Equipment	-	1,000	1,000	1,000
M&R - Motor Vehicles	88,549	96,000	96,000	96,000
M&R - Communications Equipment	-	3,800	3,800	3,800
Major Repair & Replacement	-	-	-	364,000
Towing Services	254	100	100	100
Laundry Services	914	2,200	2,200	2,200
MO DNR Fees	-	-	-	-
Other Services	35,572	147,500	147,500	22,500
	<u>2,087,125</u>	<u>2,260,150</u>	<u>2,260,150</u>	<u>2,577,308</u>
Other Charges				
Computer Network Transfer	32,000	42,000	42,000	50,901
Insurance	58,352	68,095	68,095	95,560
Judgement & Claims	1,134	1,500	1,500	1,500
	<u>91,486</u>	<u>111,595</u>	<u>111,595</u>	<u>147,961</u>
Capital Outlay				
Motor Vehicles	-	-	-	-
Office Equipment & Furniture	-	-	-	-
Machinery & Equipment	145,702	92,000	92,000	318,000
Radios	-	-	-	-
	<u>145,702</u>	<u>92,000</u>	<u>92,000</u>	<u>318,000</u>
Public Improvements				
Buildings	49,987	50,000	50,000	-
Improvements Other Than Buildings	45,121	-	-	-
Streets, Curbs & Sidewalks	462,511	150,000	150,000	-
	<u>557,620</u>	<u>200,000</u>	<u>200,000</u>	<u>-</u>
Total	<u>4,297,575</u>	<u>4,267,145</u>	<u>4,267,145</u>	<u>4,313,446</u>

PARKS MAINTENANCE FUND

SUMMARY

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$171,879		\$237,287	\$247,329
SOURCES				
Parks Property Tax (Land Only)	729,233	728,501	755,158	751,117
City Sticker Tax	99,015	95,000	95,000	95,000
Rents	34,443	34,450	34,450	31,443
Operating Grants	31,429	-	-	-
Other Grants	79,544	70,000	70,000	70,000
Interest	5,919	2,400	2,400	2,400
Other Revenue	16,806	2,000	2,000	-
Transfers In	272,840	348,840	363,840	151,163
Fund Balance Appropriation	-	-	-	-
TOTAL SOURCES	<u>1,269,229</u>	<u>1,281,191</u>	<u>1,322,848</u>	<u>1,101,123</u>
USES BY PROGRAM				
Materials & Supplies	192,034	194,850	203,350	194,650
Outside Services	747,745	695,652	740,859	746,696
Utilities	168,740	220,000	200,000	204,065
Capital Equipment	26,741	113,000	113,000	-
Capital Improvemnets	27,000	-	-	23,000
Transfers Out	41,560	55,597	55,597	57,454
TOTAL USES	<u>1,203,821</u>	<u>1,279,099</u>	<u>1,312,806</u>	<u>1,225,865</u>
Net Surplus (Deficit)	<u>65,408</u>	<u>2,092</u>	<u>10,042</u>	<u>(124,742)</u>
Projected Ending Fund Balance:	\$237,287		\$247,329	\$122,587



PARKS MAINTENANCE FUND

REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Property Tax				
Current Park District Tax	697,322	692,461	711,519	715,077
Prior Park District R/E Tax	24,691	30,000	35,346	30,000
R/E Penalty & Interest	7,220	6,040	8,293	6,040
	<u>729,233</u>	<u>728,501</u>	<u>755,158</u>	<u>751,117</u>
Licenses				
City Sticker & Penalty	99,015	95,000	95,000	95,000
	<u>99,015</u>	<u>95,000</u>	<u>95,000</u>	<u>95,000</u>
Rents				
Horace Mann Rent	34,443	34,450	34,450	31,443
	<u>34,443</u>	<u>34,450</u>	<u>34,450</u>	<u>31,443</u>
Other Revenue				
Sale of Fixed Assets	3,580	-	-	-
Insurance Proceeds	9,144	-	-	-
Concessions-Vending Machines	-	-	-	-
Donations	-	-	-	-
Recycling Revenue	4,281	-	-	-
Other Revenue	1,481	-	-	-
Refund Prior Yr Expense	1,090	-	-	-
Interest	2	-	-	-
Recovery/Reimbursements	(2,770)	2,000	2,000	-
	<u>16,807</u>	<u>2,000</u>	<u>2,000</u>	<u>0</u>
Interest Earnings				
Interest on Investments	5,918	2,400	2,400	2,400
	<u>5,918</u>	<u>2,400</u>	<u>2,400</u>	<u>2,400</u>
Intergovernmental				
FEMA Reimbursement Funds	31,429	-	-	-
SEMA Reimbursement Funds	-	-	-	-
Bode Trust	-	-	-	-
Parks Maintenance Trust	79,544	70,000	70,000	70,000
	<u>110,973</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
Interfund Transfers In				
Transfer from General Fund	272,840	348,840	363,840	151,163
	<u>272,840</u>	<u>348,840</u>	<u>363,840</u>	<u>151,163</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriations	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>1,269,229</u>	<u>1,281,191</u>	<u>1,322,848</u>	<u>1,101,123</u>

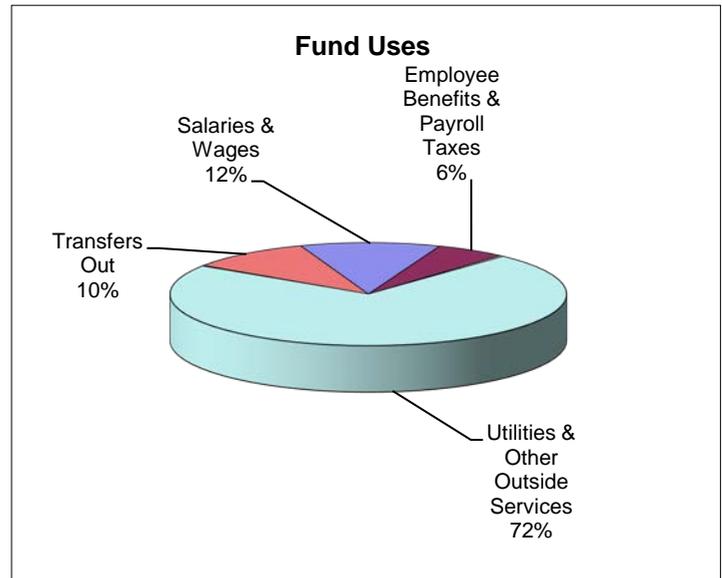
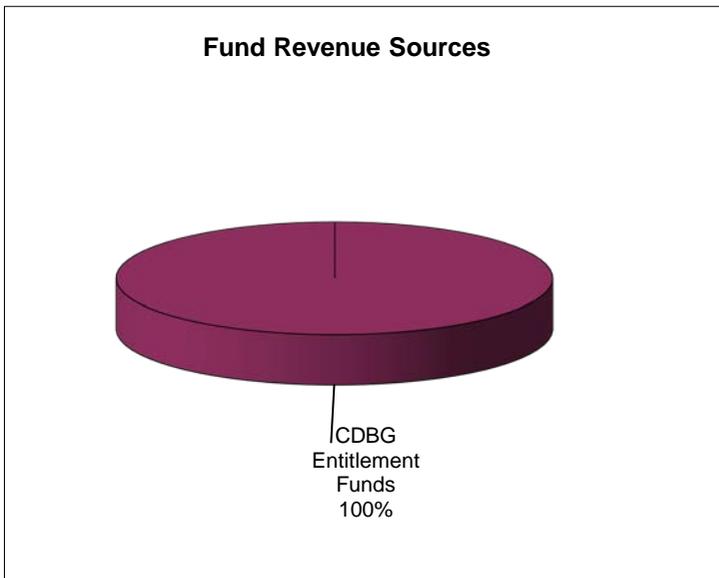
PARKS MAINTENANCE FUND

EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Janitorial Supplies	6,832	5,000	5,000	5,000
Office Supplies	-	-	-	-
Recreation Supplies	24,691	21,500	21,500	21,500
Safety Equip/Clothing	5,372	3,500	3,500	3,500
Chemical/Drugs/Medical Supplies	106	150	150	150
Motor Fuel and Lubricants	105,228	105,000	105,000	105,000
Minor Equipment	20,690	34,700	34,700	24,500
Traffic & Lighting Supplies	29,115	25,000	33,500	35,000
Materials & Supplies for Resale	-	-	-	-
	<u>192,034</u>	<u>194,850</u>	<u>203,350</u>	<u>194,650</u>
Services				
Professional Services	9,104	-	9,100	-
Employment Services	222,675	240,000	240,000	240,000
Memberships	36	20	20	20
Avertising	-	-	-	-
Telephone Service	4,915	5,090	5,090	5,090
Gas Service	32,728	45,000	40,000	40,000
Printing & Binding	35	-	110	-
Electric Service	105,271	125,000	110,000	114,065
Water Service	30,741	50,000	50,000	50,000
Vehicle/Equipment Rent	14,941	2,700	2,700	2,700
M&R - Building & Facilities	140,967	130,000	143,897	128,451
M&R Office Equipment				8,480
M&R - Machinery & Equipment	11,655	20,000	20,000	20,000
M&R - Motor Vehicles	143,774	104,500	125,400	125,000
M&R - Communications Equipment	909	5,000	6,000	5,000
Major Repairs & Replacement	14,261	-	-	-
Laundry Services	992	1,000	1,200	1,000
Solid Waste Disposal Svc	-	-	-	-
MO DNR Fees	627	2,000	2,000	2,000
Other Services	55,082	58,500	58,500	65,500
	<u>788,713</u>	<u>788,810</u>	<u>814,017</u>	<u>807,306</u>
Interfund Transfers				
Transfer to Computer Network	2,000	1,000	1,000	1,083
Transfer to General Fund	39,560	54,597	54,597	43,887
Transfer to CIP	-	-	-	12,484
	<u>41,560</u>	<u>55,597</u>	<u>55,597</u>	<u>57,454</u>
Other Charges				
Insurance	122,143	124,842	124,842	141,455
Judgement & Claims	5,630	2,000	2,000	2,000
	<u>127,773</u>	<u>126,842</u>	<u>126,842</u>	<u>143,455</u>
Capital Outlay				
Motor Vehicles	26,741	32,000	32,000	-
Machinery & Equipment	-	81,000	81,000	-
Computer Software	-	-	-	-
	<u>26,741</u>	<u>113,000</u>	<u>113,000</u>	<u>0</u>
Capital Improvements				
Buildings	27,000	-	-	-
Improvements Other Than Buildings	-	-	-	23,000
Streets, Curbs & sidewalks	-	-	-	-
	<u>27,000</u>	<u>0</u>	<u>0</u>	<u>23,000</u>
Total	<u>1,203,821</u>	<u>1,279,099</u>	<u>1,312,806</u>	<u>1,225,865</u>

COMMUNITY DEVELOPMENT BLOCK GRANT FUND SUMMARY

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
SOURCES				
Special Assessments/Interest Earnings	14,311	-	-	-
Intergovernmental/Other Grants	1,845,109	2,132,921	2,189,113	2,152,473
Other Revenue	109,273	-	8,724	-
Transfers (To)/From - Reprogrammable Funds	1,276,821	-	-	-
TOTAL SOURCES	<u>3,245,514</u>	<u>2,132,921</u>	<u>2,197,837</u>	<u>2,152,473</u>
USES				
Salaries & Wages	313,675	247,411	247,411	245,481
Employee Benefits & Payroll Taxes	132,929	134,731	134,731	123,644
Materials & Supplies	2,942	9,172	9,172	6,655
Utilities & Other Outside Services	2,583,222	1,695,122	1,760,038	1,556,023
Property Ins & Other	2,767	2,625	2,625	4,124
Transfers Out	208,629	210,775	210,775	216,546
Operating Capital Equip	-	-	-	-
TOTAL USES	<u>3,244,164</u>	<u>2,299,836</u>	<u>2,364,752</u>	<u>2,152,473</u>
Net Surplus (Deficit) to/from Reprogrammed Fnd	<u>1,350</u>	<u>(166,915)</u>	<u>(166,915)</u>	<u>0</u>



COMMUNITY DEVELOPMENT BLOCK GRANT FUND REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Other Revenues				
Loss on Sale of Fixed Assets	47,527	-	-	-
Refunds PY Expenditures	-		8,724	-
Other Revenue	61,746	-	-	-
	<u>109,273</u>	<u>-</u>	<u>8,724</u>	<u>-</u>
Special Assessments				
Principal	14,229	-	-	-
Interest on Special Assessments	82	-	-	-
	<u>14,311</u>	<u>-</u>	<u>-</u>	<u>-</u>
Intergovernmental				
Home Program Grant	282,068	469,763	469,763	441,350
Community Development Block Grant	1,398,101	1,663,158	1,682,158	1,711,123
American Rec Reinvst Grant	-	-	-	-
Federal HMIS Grant	164,940	-	37,192	-
	<u>1,845,109</u>	<u>2,132,921</u>	<u>2,189,113</u>	<u>2,152,473</u>
Interfund Transfers In				
Transfer from Rehab Loan Fund	1,157,109	-	-	-
Transfer from HOME Revolv Fund	119,712	-	-	-
	<u>1,276,821</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfer from/(to) Reprogrammable Funds				
Appropriated from Fund Balance	-	-	-	-
Total	<u>3,245,514</u>	<u>2,132,921</u>	<u>2,197,837</u>	<u>2,152,473</u>

COMMUNITY DEVELOPMENT BLOCK GRANT FUND EXPENDITURES

	2018-19		2020-21	
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	313,675	247,411	247,411	245,481
	<u>313,675</u>	<u>247,411</u>	<u>247,411</u>	<u>245,481</u>
Employee Benefits				
Lagers Pension Contribution	36,214	30,184	30,184	33,631
FICA Contribution	19,614	15,339	15,339	15,797
FICA Medicare	4,587	3,587	3,587	3,696
457 Employer Match Plan	1,868	1,950	1,950	1,950
Health Insurance	49,382	44,340	44,340	46,356
Dental Insurance	1,904	1,765	1,765	1,766
Life Insurance	1,032	831	831	857
Long Term Disability	769	666	666	687
Workers Compensation	15,438	9,896	9,896	10,191
Car/Mileage Allowance	738	2,324	2,324	1,570
Confer/Train/Travel	1,382	23,849	23,849	7,145
	<u>132,929</u>	<u>134,731</u>	<u>134,731</u>	<u>123,644</u>
Materials & Supplies				
Office Supplies	2,681	5,800	5,800	4,000
Motor Fuel	100	500	500	500
Minor Equipment	114	1,855	1,855	1,855
Other Materials/Supplies	47	1,017	1,017	300
	<u>2,942</u>	<u>9,172</u>	<u>9,172</u>	<u>6,655</u>
Services				
Employment Services	-	-	-	-
Professional Services	76,044	110,000	110,000	105,000
Memberships	5,013	1,560	1,560	760
Periodicals & Books	256	1,000	1,000	600
Telephone Service	2,730	5,320	5,320	5,320
Postage	3,696	7,800	7,800	6,493
Freight	-	-	-	-
Advertising	31,232	26,080	26,080	26,580
Permits & Recording Fees	462	2,245	2,245	2,245
Printing & Binding	251	2,160	2,160	1,814
Gas Service	1,314	4,700	4,700	4,700
Electric Service	3,228	5,000	5,000	5,000
Water Service	387	1,000	1,000	1,000
Vehicle/Equipment Rent	1,768	3,350	3,350	3,350
M&R Mach & Equipment	-	-	-	-
M&R - Motor Vehicles	61	700	700	700
M&R - Communications Equipment	-	100	100	100
Solid Waste Disposal	240	1,000	1,000	500
Special Contributions	413,284	424,700	443,700	403,700
Other Services	2,043,255	1,098,407	1,144,323	988,161
	<u>2,583,222</u>	<u>1,695,122</u>	<u>1,760,038</u>	<u>1,556,023</u>
Other Charges				
Refund Expense	-	-	-	-
Insurance	2,767	2,625	2,625	4,124
Transfer to General Fund	202,629	204,775	204,775	210,048
	<u>211,396</u>	<u>213,400</u>	<u>213,400</u>	<u>220,670</u>
Total	<u>3,244,164</u>	<u>2,299,836</u>	<u>2,364,752</u>	<u>2,152,473</u>

GAMING INITIATIVES FUND

SUMMARY

	2018-19	2019-20		2020-21
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Projected Beginning Fund Balance:	\$434,537		\$266,237	\$115,088
SOURCES				
Gaming Revenue	818,941	822,000	840,000	746,000
Other Revenue	-	-	-	-
Interest Earnings	8,931	8,000	8,000	4,000
Transfers from Other Funds	-	-	-	-
Grants & Entitlements	-	-	-	-
Appropriated from/(to) Fund Balance	-	-	-	-
TOTAL SOURCES	<u>827,873</u>	<u>830,000</u>	<u>848,000</u>	<u>750,000</u>
USES BY PROGRAM				
Gaming Funded Initiatives	<u>996,173</u>	<u>981,660</u>	<u>999,149</u>	<u>751,850</u>
TOTAL USES	<u>996,173</u>	<u>981,660</u>	<u>999,149</u>	<u>751,850</u>
Net Surplus (Deficit)	<u>(168,300)</u>	<u>(151,660)</u>	<u>(151,149)</u>	<u>(1,850)</u>
Projected Ending Fund Balance:	\$266,237		\$115,088	\$113,238

GAMING INITIATIVES FUND

REVENUES

	2018-19	2019-20		2020-21
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Rents				
State Admissions	422,772	435,400	430,000	396,000
State Gaming	396,169	386,600	410,000	350,000
	<u>818,941</u>	<u>822,000</u>	<u>840,000</u>	<u>746,000</u>
Investment Interest				
Interest Income	8,931	8,000	8,000	4,000
	<u>8,931</u>	<u>8,000</u>	<u>8,000</u>	<u>4,000</u>
Other Revenue				
Donations	-	-	-	-
Refunds Prior Year	-	-	-	-
Other Revenue	-	-	-	-
Recovery/Reimbursement	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers				
Transfer From General Fund	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Grants & Entitlements				
MO Trim Grant	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>827,873</u>	<u>830,000</u>	<u>848,000</u>	<u>750,000</u>

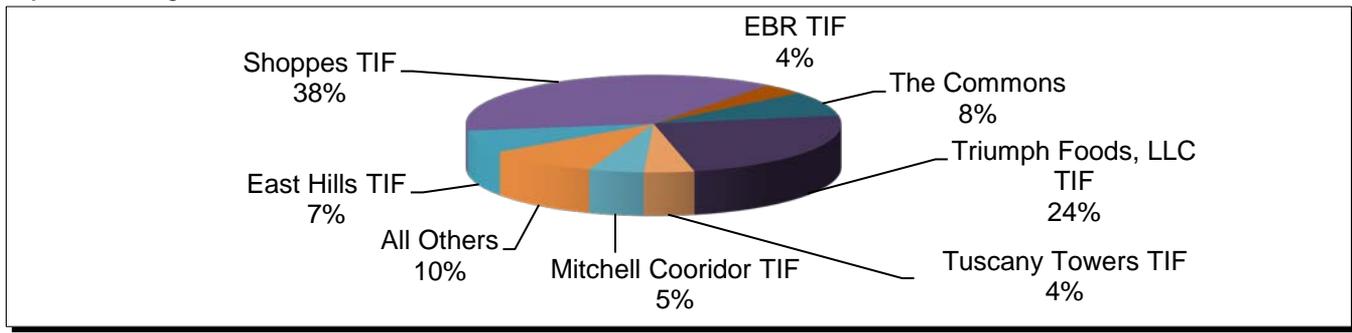
GAMING INITIATIVES FUND

EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Services & Supplies				
Minor Equipment	-	-	-	-
Employment Services	-	-	-	-
Professional Services	170,369	125,000	125,000	145,000
Communication Services	-	-	-	-
Postage	-	-	-	-
Advertising	34,798	40,000	40,000	33,000
MR Communications Equipment	-	-	-	-
Major Repairs & Replacement	-	-	-	-
Special Contributions	577,844	553,560	570,149	434,350
Other Services	16,621	81,600	81,600	20,000
	<u>799,632</u>	<u>800,160</u>	<u>816,749</u>	<u>632,350</u>
Interfund Transfers Out				
Transfer to General Fund	55,000	50,000	50,000	43,000
Transfer to SIMR Fund	45,042	50,000	50,000	-
Transfer to Special Allocation Fund	-	5,000	5,000	-
Transfer to Aviation Fund	90,000	70,000	70,000	70,000
Transfer to Parking Fund	6,500	6,500	7,400	6,500
Transfer to Capital Projects Fund	-	-	-	-
	<u>196,542</u>	<u>181,500</u>	<u>182,400</u>	<u>119,500</u>
Capital Outlay				
Buildings	-	-	-	-
Improvements Other Than Buildings	-	-	-	-
Motor Vehicles	-	-	-	-
Software Purchases	-	-	-	-
Radio & Communication Equipment	-	-	-	-
Machinery & Equipment	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>996,173</u>	<u>981,660</u>	<u>999,149</u>	<u>751,850</u>

SPECIAL ALLOCATION FUND SUMMARY

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$ 9,743,927		\$ 2,990,081	\$ 5,544,936
SOURCES				
PILOTS	4,036,195	4,063,250	4,076,289	4,558,904
EATS/TDD/NonIncremental Sales Tax	4,921,365	4,927,556	4,927,556	5,097,965
Bond Proceeds/Reimbursements	19,360,000	-	-	-
Recovery/Reimbursement/Other Revenue	21,956	24,956	24,956	10,000
Sewer System Development Fees	-	-	-	-
Developer Contributions	418,406	407,086	407,086	407,086
Interest Earnings	230,772	149,936	149,936	179,749
Int on Special Assessments	312,372	320,000	320,000	320,000
Sewer Reserve Charges	660,624	582,467	582,467	625,000
Transfers from Other Funds	-	5,000	5,000	-
TOTAL SOURCES	<u>29,961,690</u>	<u>10,480,251</u>	<u>10,493,290</u>	<u>11,198,704</u>
USES BY PROGRAM				
Center Building TIF	48,405	42,761	42,761	42,870
Gilmore Building TIF	8,033	9,714	9,714	8,865
Downtown Mosaic TIF	512,015	510,450	510,450	571,900
CVS Ashland TIF	127	8,235	8,235	1,111
Uptown Redevelopment TIF	7,929	10,065	10,065	3,750
Ryan Block TIF	341	123	123	385
Cooks Crossing EDC	136,191	117,618	117,618	130,000
Downtown Redevelopment TIF	-	5,000	5,000	-
Mitchell Avenue Corridor TIF	383,282	385,005	385,005	383,775
The Commons Development (EDC)	658,533	628,754	628,754	662,911
North East Cook Road TIF	20,292	14,185	14,185	27,000
East Hills TIF	562,490	623,422	623,422	608,572
Shoppes at North Village TIF	31,768,203	2,976,735	2,976,735	3,069,135
EBR Development TIF	329,446	322,416	322,416	295,000
Triumph Foods, LLC TIF	1,938,137	1,950,860	1,950,860	1,969,724
Fountain Creek TIF	190	95	95	100
3rd Street Hotel TIF	-	-	-	-
Tuscany Towers TIF	324,405	312,997	312,997	350,550
American Electric TIF	17,515	20,000	20,000	10,000
TOTAL USES	<u>36,715,536</u>	<u>7,938,435</u>	<u>7,938,435</u>	<u>8,135,648</u>
Net Surplus (Deficit)	<u>(6,753,846)</u>	<u>2,541,816</u>	<u>2,554,855</u>	<u>3,063,056</u>
Projected Ending Fund Balance:	\$ 2,990,081		\$ 5,544,936	\$ 8,607,992



SPECIAL ALLOCATION FUND

REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Real Property				
Real Property Tax	2,518	2,309	2,570	2,309
	<u>2,518</u>	<u>2,309</u>	<u>2,570</u>	<u>2,309</u>
Personal Property				
Payment in Lieu of Taxes (PILOTS)-City	805,163	808,866	821,644	835,664
PILOTS - Other	3,136,975	3,152,644	3,152,644	3,621,500
TIF Public Infrastructure	91,539	99,431	99,431	99,431
	<u>4,033,677</u>	<u>4,060,941</u>	<u>4,073,719</u>	<u>4,556,595</u>
Sales Tax				
Economic Activity Taxes (EATS) City	3,294,737	3,403,727	3,403,727	3,547,764
EATS - County	1,415,157	1,340,433	1,340,433	1,353,973
EATS - Other	135,844	140,290	140,290	123,600
Non Incremental Sales Tax	-	-	-	-
Use Tax County	50,785	36,257	36,257	43,500
TDD Sales Tax	-	-	-	-
CID Sales Tax	24,842	6,849	6,849	29,128
	<u>4,921,365</u>	<u>4,927,556</u>	<u>4,927,556</u>	<u>5,097,965</u>
Sanitary Sewer Charges				
Sewer System Development Fee	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Bond Proceeds				
Bond Proceeds	19,360,000	-	-	-
	<u>19,360,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Revenues				
Recovery/Reimbursements	21,956	24,956	24,956	10,000
Developer Contributions	418,406	407,086	407,086	407,086
Sewer Reserve Charges	660,624	582,467	582,467	625,000
Other Revenue	(34,189)	(34,189)	(34,189)	-
Interest on Investments	101,638	36,856	36,856	32,242
MDFB Interest Income	47,910	29,153	29,153	45,000
IDA Interest Income	115,414	118,116	118,116	102,507
Int on S Assessments	312,372	320,000	320,000	320,000
	<u>1,644,130</u>	<u>1,484,445</u>	<u>1,484,445</u>	<u>1,541,835</u>
Interfund Transfers				
Transfer from Riverboat Fund	-	5,000	5,000	-
	<u>-</u>	<u>5,000</u>	<u>5,000</u>	<u>-</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
Total	<u>29,961,690</u>	<u>10,480,251</u>	<u>10,493,290</u>	<u>11,198,704</u>

SPECIAL ALLOCATION FUND

EXPENDITURES

	2018-19	2019-20		2020-21
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Supplies & Services				
Professional Services	18,491	26,556	26,556	11,050
Postage	-	-	-	-
Advertising	-	-	-	-
License/Permits	(24)	2,544	2,544	-
Special Contributions/Services	46,877	51,006	51,006	-
Other Services	<u>752,256</u>	<u>758,591</u>	<u>758,591</u>	<u>840,714</u>
	817,599	838,697	838,697	851,764
Debt Service				
Principal Payments	4,859,033	-	-	5,880,650
Interest Payments	1,099,398	5,191,512	5,241,665	1,037,234
Other Debt Charges	340,174	1,181,002	1,181,002	365,000
TIF Reimbursable Expenses	-	365,000	365,000	1,000
Payment to Ref Escrow Agent	<u>29,599,332</u>	<u>362,224</u>	<u>312,071</u>	<u>-</u>
	35,897,936	7,099,738	7,099,738	7,283,884
Interfund Transfers				
Transfer to Water Protection	-	-	-	-
Total	<u>36,715,536</u>	<u>7,938,435</u>	<u>7,938,435</u>	<u>8,135,648</u>

MUSEUM TAX FUND

SUMMARY

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Beginning FB:	116,764		93,782	93,255
SOURCES				
Property Tax	469,553	469,203	493,123	478,725
Prop Tx Rev Dedicated to Minor Repairs	25,000	25,000	25,000	25,000
Other Revenue	-	-	-	-
Interest Earnings	7,933	7,300	7,300	1,000
TOTAL SOURCES	<u>502,486</u>	<u>501,503</u>	<u>525,423</u>	<u>504,725</u>
USES BY PROGRAM				
Museum Tax Contract Contributions	410,000	410,000	410,000	410,000
Other Museum Related Expenditures	90,468	90,650	90,950	94,725
Capital \$ Used for Minor W-T Repairs	25,000	25,000	25,000	25,000
TOTAL USES	<u>525,468</u>	<u>525,650</u>	<u>525,950</u>	<u>529,725</u>
Net Surplus (Deficit)	<u>(22,982)</u>	<u>(24,147)</u>	<u>(527)</u>	<u>(25,000)</u>
ENDING OPERATING FUND BALANCE:	<u>93,782</u>		<u>93,255</u>	<u>68,255</u>
Beginning Capital FB:	353,212		-	-
SOURCES				
Property Tax	75,000	75,000	75,000	75,000
Appropriated from (to) Fund Balance	-	-	-	-
	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
USES				
Capital Improvements - Wyeth-Tootle	428,212	75,000	75,000	50,000
	<u>428,212</u>	<u>75,000</u>	<u>75,000</u>	<u>50,000</u>
Net Capital Surplus (Deficit)	<u>(353,212)</u>	<u>-</u>	<u>-</u>	<u>25,000</u>
ENDING CIP FUND BALANCE:	<u>-</u>		<u>-</u>	<u>25,000</u>
TOTAL USES	<u>953,680</u>	<u>600,650</u>	<u>600,950</u>	<u>579,725</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

	2018-19	2019-20		2020-21
	Actual	Amended Budget	Estimated Actual	Budget
Real Property Tax				
Current Real Estate Tax	360,386	358,022	366,089	367,544
Prior Real Estate Tax	10,543	13,000	15,656	13,000
Real Estate Penalty and Interest	2,887	2,367	3,264	2,367
	<u>373,815</u>	<u>373,389</u>	<u>385,009</u>	<u>382,911</u>
Personal Property Tax				
Current Personal Property Tax	126,884	123,107	132,865	123,107
Personal Property Penalty and Int	2,315	2,100	3,164	2,100
Prior Personal Property Tax	7,513	7,040	8,518	7,040
M & M Surtax	35,103	35,103	35,103	35,103
	<u>171,815</u>	<u>167,350</u>	<u>179,650</u>	<u>167,350</u>
Other Personal Property Tax				
Payment in Lieu of Taxes - Other	-	3,565	3,565	3,565
Financial Institution Tax	2,164	3,140	3,140	3,140
Railroad Tax	21,759	21,759	21,759	21,759
	<u>23,923</u>	<u>28,464</u>	<u>28,464</u>	<u>28,464</u>
Investment Interest				
Interest Earnings	7,933	7,300	7,300	1,000
Other Revenue	-	-	-	-
	<u>7,933</u>	<u>7,300</u>	<u>7,300</u>	<u>1,000</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>577,486</u>	<u>576,503</u>	<u>600,423</u>	<u>579,725</u>

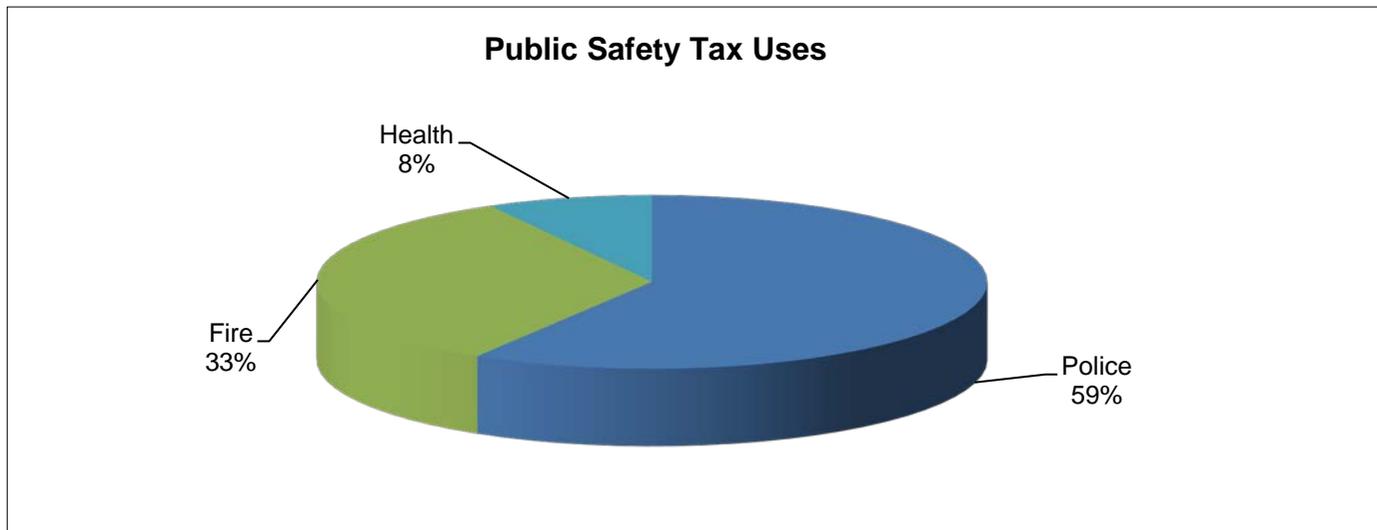
MUSEUM TAX FUND

EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Services & Supplies				
Special Contributions	435,000	435,000	435,000	435,000
Other Services	14,505	14,200	14,500	17,750
	<u>449,505</u>	<u>449,200</u>	<u>449,500</u>	<u>452,750</u>
Interfund Transfers Out				
Transfer to General Fund	59,260	57,880	57,880	57,000
	<u>59,260</u>	<u>57,880</u>	<u>57,880</u>	<u>57,000</u>
Insurance				
Insurance	16,703	18,570	18,570	19,975
	<u>16,703</u>	<u>18,570</u>	<u>18,570</u>	<u>19,975</u>
Capital Improvements				
Building Improvements	428,212	75,000	75,000	50,000
	<u>428,212</u>	<u>75,000</u>	<u>75,000</u>	<u>50,000</u>
Total	<u>953,680</u>	<u>600,650</u>	<u>600,950</u>	<u>579,725</u>

PUBLIC SAFETY TAX FUND SUMMARY

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:			\$ 816,261	\$ 538,092
SOURCES				
Sales Tax	5,036,515	5,034,600	5,324,227	5,034,600
EATS	1,059,992	1,016,000	912,993	1,016,000
Recovery/Reimbursement/Refunds	1,032	-	-	-
Interest Earnings	18,048	27,221	27,221	27,221
Other Revenue	1,200	1,200	-	-
Transfers	-	317,756	317,756	-
TOTAL SOURCES	<u>6,116,786</u>	<u>6,396,777</u>	<u>6,582,197</u>	<u>6,077,821</u>
USES BY PROGRAM				
Public Safety - Police	4,727,857	4,300,588	4,304,930	3,883,195
Public Safety - Fire	2,406,505	2,135,400	2,085,400	2,201,386
Public Safety - Health	485,771	470,036	470,036	531,332
TOTAL USES	<u>7,620,133</u>	<u>6,906,024</u>	<u>6,860,366</u>	<u>6,615,913</u>
Net Surplus (Deficit)	<u>(1,503,347)</u>	<u>(509,247)</u>	<u>(278,169)</u>	<u>(538,092)</u>
ENDING RESERVED FUND BALANCE:			\$ 538,092	-



PUBLIC SAFETY TAX FUND

REVENUES

	2018-19	2019-20		2020-21
	<u>Actual</u>	<u>Amended Budget</u>	<u>Estimated Actual</u>	<u>Budget</u>
Sales Tax				
Public Safety Sales Tax	6,537,470	6,506,000	6,628,652	6,506,000
Sales Tax Contra Account	(1,500,956)	(1,471,400)	(1,304,425)	(1,471,400)
1/2 Percent Sales Tax	-	-	-	-
EATS	1,059,992	1,016,000	912,993	1,016,000
Recovery/Reimbursement/Refunds	1,032	-	-	-
Interest Earnings	18,048	27,221	27,221	27,221
Other Revenue	1,200	1,200	-	-
Transfers	-	317,756	317,756	-
	<u>6,116,786</u>	<u>6,396,777</u>	<u>6,582,197</u>	<u>6,077,821</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
Total	<u>6,116,786</u>	<u>6,396,777</u>	<u>6,582,197</u>	<u>6,077,821</u>

PUBLIC SAFETY TAX FUND

EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	812,072	874,723	874,723	878,075
Salary Increases	-	-	-	(39,849)
Overtime	68,053	85,092	85,092	85,513
PT Wages	46,255	47,002	47,002	47,472
Sick Leave Buy Back	-	-	-	625
	<u>926,380</u>	<u>1,006,817</u>	<u>1,006,817</u>	<u>971,836</u>
Employee Benefits				
Police Pension Contribution	231,539	268,748	268,748	278,605
Lagers Pension Contribution	-	-	-	-
FICA Contribution	3,999	2,914	2,914	2,928
457 Plan	-	-	-	-
457 Employer Match	5,643	4,680	4,680	3,900
Health Insurance	134,648	159,624	159,624	176,147
Dental Insurance	5,452	6,353	6,353	6,353
Life Insurance	2,729	2,939	2,939	2,941
Long Term Disability	2,150	2,353	2,353	2,355
Workers Compensation	39,582	40,273	40,273	65,743
Uniform Allowance	26,188	30,000	30,000	30,000
Confer/Train/Travel	25,313	23,000	23,000	10,750
	<u>491,106</u>	<u>550,437</u>	<u>550,437</u>	<u>594,356</u>
Materials & Supplies				
Safety Equip/Clothing	88,288	77,580	77,905	75,780
Motor Fuel and Lubricants	1,000	-	-	-
Minor Equipment	71,830	67,815	75,502	71,815
Other Materials/Supplies	41,444	37,280	37,280	37,280
	<u>202,561</u>	<u>182,675</u>	<u>190,687</u>	<u>184,875</u>
Services				
Professional Services	37,784	56,905	6,580	56,905
Insurance	-	850	850	850
M&R Office Equipment	34,859	37,905	37,905	37,905
M&R - Buildings & Facilities	6,800	-	-	-
M&R - Machinery & Equipment	8,257	8,510	5,165	11,810
M&R - Motor Vehicles	42,879	25,000	25,000	25,000
M&R - Communications Equipment	13,630	24,670	24,670	24,670
	<u>144,208</u>	<u>153,840</u>	<u>100,170</u>	<u>157,140</u>
Capital Outlay				
Motor Vehicles	123,303	-	-	-
Machinery & Equipment	38,076	-	-	-
Radio & Communications Equip	168,229	216,000	216,000	-
Office Equipment & Furniture	-	101,756	101,756	-
Software Purchases/Improvements	7,999	-	-	-
	<u>337,607</u>	<u>317,756</u>	<u>317,756</u>	<u>-</u>
Interfund Transfers				
Transfer to General Fund	5,518,270	4,694,499	4,694,499	4,707,706
	<u>5,518,270</u>	<u>4,694,499</u>	<u>4,694,499</u>	<u>4,707,706</u>
Total	<u>7,620,133</u>	<u>6,906,024</u>	<u>6,860,366</u>	<u>6,615,913</u>

AVIATION FUND

REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Rents				
Airport Hangar Rent	90,848	91,980	82,647	82,000
Airport Restaurant Rent	4,800	4,800	4,800	4,800
Life Net Lease	6,195	6,200	6,200	6,200
Farm Land Rent	64,536	64,536	74,884	74,887
Air National Guard Rent	81,251	81,240	81,240	81,240
BMS Warehouse Rent	6,333	6,333	6,333	6,333
F.B.O. Lease	80,555	82,380	81,524	82,380
Federal Aviation Administration Rent	65,917	65,916	16,479	-
	<u>400,435</u>	<u>403,385</u>	<u>354,107</u>	<u>337,840</u>
Other Revenue				
Sale of Fixed Assets	1,078	-	-	-
Sale of Gas & Oil	28,207	24,500	29,570	27,000
Recycling Revenue	-	-	-	-
Recovery/Reimbursements	12,993	1,500	1,500	1,500
Gain/Loss Change in Mkt Value	12,291	-	-	-
Other Revenue	1,242	780	780	780
	<u>55,810</u>	<u>26,780</u>	<u>31,850</u>	<u>29,280</u>
Investment Earnings				
Interest Income	6,347	100	100	100
Accrued Interest Income	2,229	-	-	-
	<u>8,576</u>	<u>100</u>	<u>100</u>	<u>100</u>
Intergovernmental				
Federal Aviation Administration	284,558	8,637,800	8,637,800	-
Buchanan County Aviation	-	-	-	-
Economic Dev Initiative	-	-	50,000	-
State Airport Aid Grant	7,100	-	44,537	1,417,500
FEMA/SEMA Reimbursements	17,707	-	-	-
MO Air National Guard Grant	246,037	-	3,025,568	2,925,000
	<u>555,402</u>	<u>8,637,800</u>	<u>11,757,905</u>	<u>4,342,500</u>
Interfund Transfers In				
Transfer from General Fund	-	30,000	30,000	-
Transfer from Gaming Fund	90,000	70,000	70,000	70,000
Transfer from Water Protection Fund	48,290	48,290	48,290	-
Transfer from CIP Sales Tax Fund	168,610	1,204,200	1,295,427	157,500
	<u>306,900</u>	<u>1,352,490</u>	<u>1,443,717</u>	<u>227,500</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>1,327,124</u>	<u>10,420,555</u>	<u>13,587,679</u>	<u>4,937,220</u>

EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	292,812	297,105	297,105	287,152
Salary Adjustments	-	-	-	(10,501)
Overtime	7,530	7,725	7,725	7,763
Temporary/Part-Time Wages	-	-	-	-
Sick Leave Buy Back	-	-	-	700
	<u>300,342</u>	<u>304,830</u>	<u>304,830</u>	<u>285,114</u>
Employee Benefits				
Lagers Pension Contribution	35,308	37,189	37,189	38,928
FICA Contribution	18,899	18,899	18,899	18,264
FICA Medicare	4,420	4,420	4,420	4,272
457 Employer Plan Match	1,875	1,950	1,950	1,170
Health Insurance	45,107	53,208	53,208	46,355
Dental Insurance	1,817	2,118	2,118	2,118
Life Insurance	973	998	998	964

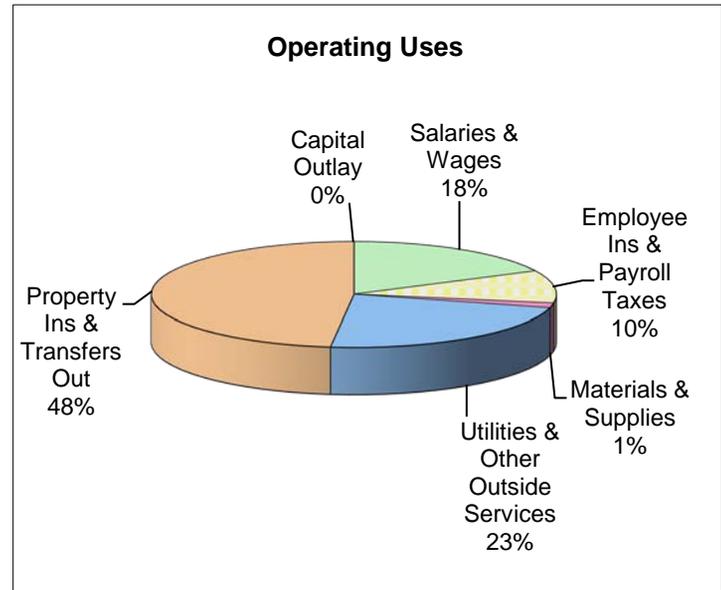
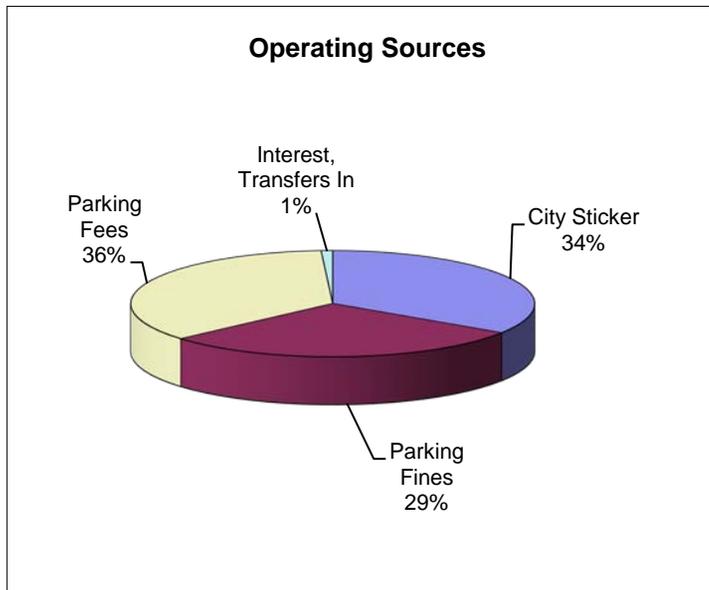
AVIATION FUND

EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Employee Benefits Con't				
Long Term Disability	694	799	799	772
Workers Compensation	12,194	12,193	12,193	11,824
Unemployment Claims	-	-	-	-
Car/Mileage Allowance	-	200	200	-
Confer/Train/Travel	6,121	8,000	8,000	5,000
	<u>127,408</u>	<u>139,975</u>	<u>139,975</u>	<u>129,668</u>
Materials & Supplies				
Office Supplies	1,314	1,400	1,400	1,400
Janitorial Supplies	2,697	3,100	3,100	3,100
Safety Equip/Clothing	1,565	2,600	2,600	2,600
Chemicals/Drugs/Med Supply	-	-	-	-
Motor Fuel and Lubricants	33,159	19,550	19,550	19,550
Minor Equipment	7,835	5,000	5,000	5,000
Street Maintenance Supplies	8,788	9,000	9,000	9,000
Other Materials/Supplies	5,841	3,390	3,390	3,390
	<u>61,198</u>	<u>44,040</u>	<u>44,040</u>	<u>44,040</u>
Services				
Professional Services	5,630	250,000	415,650	-
Memberships	1,243	1,220	1,220	1,220
Periodicals & Books	126	460	460	460
Communication Services	5,206	5,500	5,500	5,500
Postage	253	500	500	500
Advertising	1,231	400	400	400
Permits & Recording Fees	3,200	3,400	3,400	3,400
Printing & Binding	35	100	100	100
Gas Service	748	900	900	900
Electric Service	36,247	33,500	17,253	12,752
Water Service	1,376	1,600	1,600	1,600
Vehicle/Equipment Rent	5,701	7,597	7,597	7,597
M&R - Building & Facilities	41,944	41,850	38,951	38,550
M&R - Machinery & Equipment	15,692	9,000	24,135	9,000
M&R - Motor Vehicles	8,298	4,600	4,600	4,600
M&R - Communications Equipment	-	-	-	-
Major Repairs & Replacements	2,499	15,135	-	15,135
Laundry Services	3,545	2,400	2,400	3,700
Solid Waste Disposal Services	1,658	1,320	1,320	1,320
MO DNR Fees	-	150	150	150
Special Contributions	-	2,000	2,000	2,000
Other Services	5,656	6,200	6,200	6,200
	<u>140,288</u>	<u>387,832</u>	<u>534,336</u>	<u>115,084</u>
Other Charges				
Insurance	24,781	22,728	22,728	25,879
Transfer to General Fund - Computer	4,000	4,000	4,000	5,415
Transfer to CIP Fund	-	-	19,147	19,147
	<u>28,781</u>	<u>26,728</u>	<u>45,875</u>	<u>50,441</u>
Capital Outlay & Public Improvements				
Vehicle	38,825	30,000	38,950	-
Machinery & Equipment	7,970	-	-	-
Building	-	-	-	3,000,000
Improvements other than Buildings	92,555	9,592,000	12,421,389	1,500,000
	<u>139,350</u>	<u>9,622,000</u>	<u>12,460,339</u>	<u>4,500,000</u>
Total	<u>797,368</u>	<u>10,525,405</u>	<u>13,529,394</u>	<u>5,124,347</u>

PUBLIC PARKING FUND SUMMARY

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Beginning Operating FB:	\$ 6,789		\$ 23,531	\$ 3,276
SOURCES				
City Sticker	102,240	98,900	102,806	100,000
Parking Fines	87,153	70,200	89,750	85,200
Parking Fees	120,621	118,200	122,143	103,800
Other Revenue/Interest Earnings	9,345	2,680	2,680	2,680
Transfers In	327,351	327,352	328,252	327,352
Fund Balance Appropriation	-	-	-	-
TOTAL SOURCES	<u>646,709</u>	<u>617,332</u>	<u>645,631</u>	<u>619,032</u>
USES				
Salaries & Wages	163,736	175,698	175,698	98,468
Employee Benefits & Payroll Taxes	81,514	88,447	88,447	55,506
Materials & Supplies	5,029	8,200	8,200	8,200
Utilities & Other Outside Services	120,474	126,300	126,300	126,300
Property Ins & Transfers Out	259,214	13,390	13,390	267,837
Capital Outlay	-	253,852	253,852	-
TOTAL USES	<u>629,967</u>	<u>665,886</u>	<u>665,886</u>	<u>556,311</u>
Net Surplus (Deficit)	16,742		(20,255)	62,721
ENDING OPERATING FUND BALANCE:	23,531		3,276	65,995



PUBLIC PARKING FUND

REVENUES

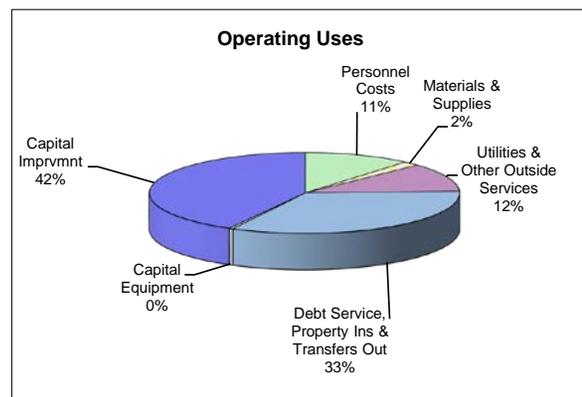
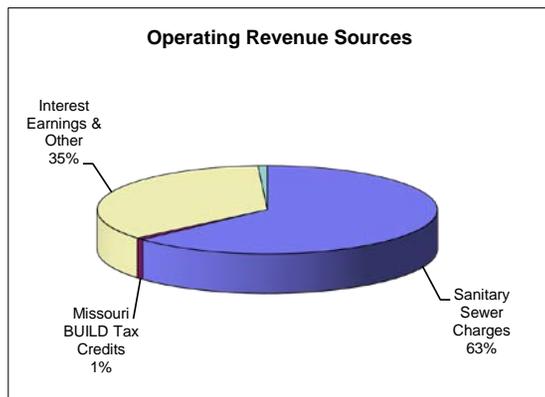
	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Licenses				
City Sticker & Penalty	102,240	98,900	102,806	100,000
	<u>102,240</u>	<u>98,900</u>	<u>102,806</u>	<u>100,000</u>
Fines				
Parking Violation Fines	86,903	70,000	89,550	85,000
Boot Fee	250	200	200	200
	<u>87,153</u>	<u>70,200</u>	<u>89,750</u>	<u>85,200</u>
Charges for Services				
Parking - 6th & Jules	59,941	61,400	58,569	48,000
Parking - 7th & Sylvania	1,560	1,500	1,050	1,500
Parking - 9th & Felix	2,310	4,800	4,510	4,800
Parking - 5th & Edmond	479	500	1,220	500
Parking - 5th & Felix	20,417	22,000	22,676	11,000
Parking - 8th & Felix	29,554	20,000	27,795	30,000
Other Parking Permit Fees	6,300	7,500	6,263	7,500
Customer Service Zone Permits	60	500	60	500
	<u>120,621</u>	<u>118,200</u>	<u>122,143</u>	<u>103,800</u>
Investment Earnings/Other Rev				
Recovery/Reimbursement	(88)	-	-	-
Other Revenue	1,211	-	-	-
Gain/Loss of Change Mkt Value	4,329	-	-	-
Intrest Income	3,061	2,680	2,680	2,680
Accrued Interest Income	832	-	-	-
STP/FHWA Grant	-	-	-	-
	<u>9,345</u>	<u>2,680</u>	<u>2,680</u>	<u>2,680</u>
Transfers In				
Transfer from General Fund	320,851	320,852	320,852	320,852
Transfer from Gaming Fund	6,500	6,500	7,400	6,500
	<u>327,351</u>	<u>327,352</u>	<u>328,252</u>	<u>327,352</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>646,709</u>	<u>617,332</u>	<u>645,631</u>	<u>619,032</u>

PUBLIC PARKING FUND EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	153,433	159,619	159,619	100,913
Salary Increases	-	-	-	(3,895)
Overtime	639	1,450	1,450	1,450
Temp-Part Time Wages	9,317	14,629	14,629	-
Out of Title Pay	346	-	-	-
	<u>163,736</u>	<u>175,698</u>	<u>175,698</u>	<u>98,468</u>
Employee Benefits				
Lagers Pension Contribution	17,961	19,650	19,650	13,195
FICA Contribution	10,171	10,893	10,893	6,194
FICA Medicare	2,379	2,548	2,548	1,448
457 Employer Plan Match	1,170	1,170	1,170	1,170
Health Insurance	40,394	44,340	44,340	27,813
Dental Insurance	1,558	1,765	1,765	1,059
Federal Health Reinsurer Tax	-	-	-	-
Life Insurance	533	585	585	337
Long Term Disability	427	467	467	269
Workers Compensation	6,454	7,028	7,028	4,021
Conference/Training/Travel	467	-	-	-
	<u>81,514</u>	<u>88,447</u>	<u>88,447</u>	<u>55,506</u>
Materials & Supplies				
Office Supplies	1,170	800	800	800
Janitorial Supplies	419	500	500	500
Safety Equip/Clothing	274	2,000	2,000	2,000
Motor Fuel and Lubricants	2,071	3,000	3,000	3,000
Minor Equipment	1,005	1,600	1,600	1,600
Other Materials & Supplies	90	300	300	300
	<u>5,029</u>	<u>8,200</u>	<u>8,200</u>	<u>8,200</u>
Services				
Professional Services	-	-	-	-
Periodicals & Books	-	200	200	200
Telephone Service	3,575	2,000	2,000	2,000
Postage	1,661	3,300	3,300	3,300
Advertising	-	-	-	-
Freight	-	-	-	-
Printing & Binding	2,018	2,500	2,500	2,500
Electric Service	24,939	25,500	25,500	25,500
Water Service	510	1,000	1,000	1,000
M&R - Office Equipment	1,785	2,400	2,400	2,400
M&R - Building & Facilities	81,283	81,300	81,300	81,300
M&R Machinery & Equipment	-	-	-	-
M&R - Motor Vehicles	2,960	4,500	4,500	4,500
M&R - Communications Equipment	-	1,500	1,500	1,500
Towing Services	-	100	100	100
Laundry Services	1,742	2,000	2,000	2,000
MO DNR Fees	-	-	-	-
Other Services	-	-	-	-
	<u>120,474</u>	<u>126,300</u>	<u>126,300</u>	<u>126,300</u>
Other Charges				
Principal	171,505	-	-	185,492
Interest	82,346	-	-	68,360
Other Debt Charges	-	-	-	-
Insurance	4,363	9,390	9,390	10,819
Judgement & Claims	-	1,000	1,000	1,000
Motor Vehicles	-	-	-	-
Transfer to General Fund	-	-	-	-
Motor Vehicles	-	-	-	-
Improvement Other Than Buildings	-	253,852	253,852	-
Transfer to General Fund - Computer	1,000	3,000	3,000	2,166
	<u>259,214</u>	<u>267,242</u>	<u>267,242</u>	<u>267,837</u>
Total	<u>629,967</u>	<u>665,886</u>	<u>665,886</u>	<u>556,311</u>

WATER PROTECTION FUND SUMMARY

OPERATING:	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$20,835,066		\$29,294,750	\$25,290,707
SOURCES				
Sanitary Sewer Charges	31,571,307	31,953,996	31,469,241	30,398,800
Missouri BUILD Tax Credits	372,866	387,727	387,727	371,183
Other Revenues	18,815,364	16,001,016	18,000,543	16,800,511
Interest Earnings/Special Assessments	1,308,020	582,458	582,458	245,708
Transfers In	1,518,250	3,250	297,250	423,250
Grants	263,899	0	0	0
Fund Balance	0	0	0	0
TOTAL SOURCES	<u>53,849,706</u>	<u>48,928,447</u>	<u>50,737,219</u>	<u>48,239,452</u>
USES				
Salaries & Wages	3,671,886	4,065,250	4,065,250	3,892,467
Employee Benefits & Payroll Taxes	1,583,116	1,877,091	2,040,544	2,166,463
Materials & Supplies	760,501	1,011,735	1,009,735	929,100
Utilities & Other Outside Services	6,662,125	6,085,138	6,298,022	6,239,214
Debt Service, Property Ins & Transfers Out	18,416,573	18,521,606	18,528,270	18,132,716
Operating Capital Equipment	576,374	615,166	615,166	227,400
Capital Improvements	13,719,447	20,155,865	22,184,275	22,812,011
TOTAL FUND	<u>45,390,022</u>	<u>52,331,850</u>	<u>54,741,261</u>	<u>54,399,371</u>
Net Operating Surplus (Deficit)	8,459,684		(4,004,043)	(6,159,919)
Projected Ending Fund Balance:	\$29,294,750		\$25,290,707	\$19,130,788
CAPITAL:				
SOURCES				
Bond Proceeds	17,858,257	15,926,446	17,750,567	16,786,011
Other Revenues/Transfers In	492,796	0	23,674	0
Interest Earnings/Special Assessments	660,452	96,708	96,708	96,708
Appropriated from Operating Fund Balance	0	0	0	0
TOTAL CIP SOURCES	<u>19,011,505</u>	<u>16,023,154</u>	<u>17,870,949</u>	<u>16,882,719</u>
USES				
WP CIP Improvements	<u>13,967,963</u>	<u>20,601,031</u>	<u>22,641,455</u>	<u>23,039,411</u>
Net Capital Surplus (Deficit)				(6,156,692)
TOTAL USES	<u>45,390,022</u>	<u>52,331,850</u>	<u>54,741,261</u>	<u>54,399,371</u>



WATER PROTECTION REVENUES

	2018-19 Actual	2019-20		2020-21 Budget
		Adopted Budget	Estimated Actual	
Fines & Charges for Services				
Residential/Commercial Sewer Serv.	24,380,135	24,651,019	22,388,487	16,119,700
UB Retail Revenue	-	-	-	7,035,700
Sewer System Development Fee	26,000	30,000	43,000	30,000
South St. Joseph Industrial Sewer Dist.	1,980,971	1,836,700	1,923,183	1,974,200
Triumph Wholesale Sewer Serv	1,038,259	1,254,800	806,347	1,124,800
Nat'l Beef Wholesale Sewer	401,040	381,700	409,457	397,500
Septage Revenue	161,131	135,000	260,105	128,400
Sewer Service Charges - Retail	3,107,374	3,094,032	4,948,594	3,017,000
Sewer Service Penalties	585,970	542,745	662,068	542,700
MO DNR Fees	28,127	28,000	28,000	28,800
Admin Code Penalties	(137,700)	-	-	-
	<u>31,571,307</u>	<u>31,953,996</u>	<u>31,469,241</u>	<u>30,398,800</u>
Other Revenue				
Other Revenue	22,761	-	1,732	-
Sale of Fixed Assets	141	11,929	11,929	-
Advertising	500	500	500	500
Finance Admin Fees	9,830	11,000	11,000	13,000
Insurance Proceeds	4,954	-	-	-
Recycling Revenue	3,014	-	-	-
Refunds PY Expenditures	-	-	-	-
Recovery/Reimbursement	128,495	51,141	74,815	1,000
Missouri BUILD Tax Credits	372,866	387,727	387,727	371,183
Gain/Loss Sale of Investments	99,193	-	-	-
Gain/Loss Change MKT Value	688,219	15,926,446	-	-
Bond Proceeds	<u>17,858,257</u>	<u>-</u>	<u>17,900,567</u>	<u>16,786,011</u>
Investment Earnings	<u>19,188,230</u>	<u>16,388,743</u>	<u>18,388,270</u>	<u>17,171,694</u>
EIERA Interest	24,056	-	-	10,000
MDFB Interest	6,529	700	700	5,700
IDA Bonds Interest Income	131,505	-	-	15,000
Sewer Bond Interest Income	195,014	-	-	-
Accrued Interest	373,505	566,758	-	-
Interest Income	<u>557,343</u>	<u>-</u>	<u>566,758</u>	<u>200,008</u>
Special Assessments	<u>1,287,952</u>	<u>567,458</u>	<u>567,458</u>	<u>230,708</u>
Principle	17,913	15,000	15,000	15,000
Interest on A/R	<u>2,155</u>	<u>-</u>	<u>-</u>	<u>-</u>
Grants & Entitlements	<u>20,068</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>
FEMA Reimbursement	263,899	-	-	-
SEMA Reimbursement	-	-	-	-
EPA Wastewater Grant	-	-	-	-
Interfund Transfers In	<u>263,899</u>	<u>0</u>	<u>0</u>	<u>0</u>
Transfer from Spec Alloc	1,515,000	-	294,000	-
Transfer from Gen Fund	-	-	-	220,000
Transfer from Landfill Fund	<u>3,250</u>	<u>3,250</u>	<u>3,250</u>	<u>203,250</u>
Transfer from/(to) Fund Balance	<u>1,518,250</u>	<u>3,250</u>	<u>297,250</u>	<u>423,250</u>
Fund Balance Appropriation	-	-	-	-
Total	<u>53,849,706</u>	<u>48,928,447</u>	<u>50,737,219</u>	<u>48,239,452</u>

EXPENDITURES

Salaries & Wages				
Base Salaries/Wages	3,160,357	3,649,071	3,649,071	3,660,898
Salary Increases	-	-	-	(154,434)
Overtime	384,367	317,493	317,493	279,224
Temporary & PT Wages	40,625	43,886	43,886	43,881
Out of Title Pay	86,537	53,500	53,500	60,299
Sick Leave Buy Back	-	1,300	1,300	2,600
Employee Benefits	<u>3,671,886</u>	<u>4,065,250</u>	<u>4,065,250</u>	<u>3,892,467</u>
Lagers Pension Contribution	397,741	493,224	493,224	532,911
FICA Contribution	228,360	253,376	253,376	358,565
FICA Medicare	53,407	60,278	60,278	58,671
457 Employer Match Plan	19,737	23,400	23,400	18,330
Health Insurance	604,211	762,648	762,648	815,837
Dental Insurance	22,464	27,881	27,881	30,707
Federal Health Reinsurer Tax	-	-	-	-

WATER PROTECTION EXPENDITURES

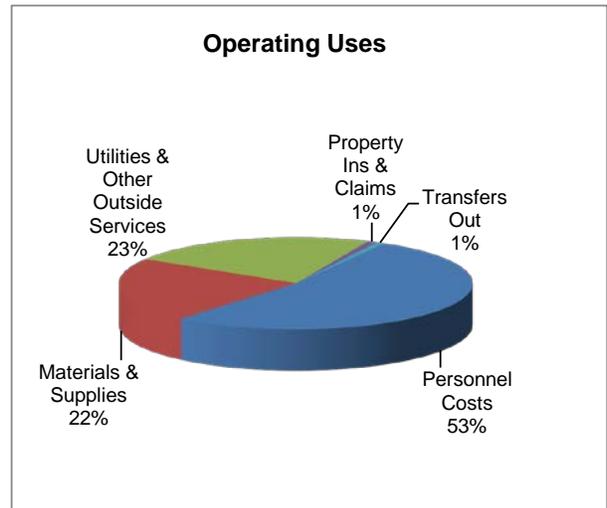
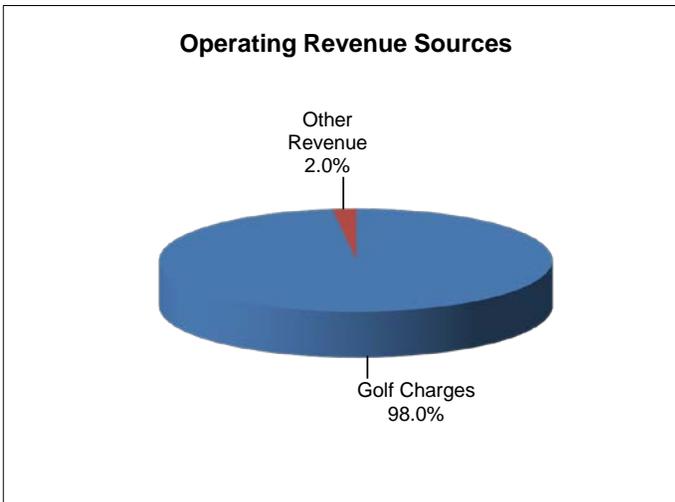
	2018-19	2019-20		2020-21
	Actual	Adopted	Estimated	Budget
		Budget	Actual	
Life Insurance	10,522	12,577	12,577	12,097
Unemployment	4,640	-	-	-
Long Term Disability	8,059	10,059	10,059	9,808
Workers Compensation	158,734	167,698	335,951	298,963
Confer/Train/Travel	75,241	65,950	61,150	30,575
	<u>1,583,116</u>	<u>1,877,091</u>	<u>2,040,544</u>	<u>2,166,463</u>
Materials & Supplies				
Office Supplies	14,907	16,600	15,400	16,600
Janitorial Supplies	8,706	15,000	10,000	15,000
Safety Equip/Clothing	62,964	74,500	74,500	79,500
Wastewater Treatment Chemicals	183,128	468,635	365,000	308,000
Motor Fuel and Lubricants	192,663	158,000	178,000	158,000
Minor Equipment	261,945	198,500	279,535	238,500
Street Maintenance Supplies	27,503	75,000	77,000	100,000
Other Materials/Supplies	8,685	5,500	10,300	13,500
	<u>760,501</u>	<u>1,011,735</u>	<u>1,009,735</u>	<u>929,100</u>
Services				
Employment Services	23,000	80,500	83,000	35,500
Professional Services	1,146,872	788,300	468,623	473,300
Banking/Transaction Fees	-	-	365,000	326,700
Memberships	19,022	20,600	20,600	20,600
Periodicals & Books	146	1,500	900	1,500
Telephone Service	39,236	31,505	31,405	31,505
Postage	129,810	142,025	132,400	137,025
Freight	4,606	6,000	4,000	6,000
Advertising	3,546	2,000	4,500	5,000
Permits & Recording Fees	1,492	2,300	1,500	2,300
Printing & Binding	17,825	22,600	18,600	22,600
Gas Service	131,314	125,000	145,000	125,000
Electric Service	1,508,593	1,300,000	1,551,004	1,550,000
Water Service	110,673	90,000	120,000	90,000
Vehicle/Equipment Rental	308,017	45,910	45,400	49,530
M&R - Office Equipment	56,316	118,463	84,640	181,868
M&R - Building & Facilities	1,678,925	1,522,641	1,343,762	1,249,992
M&R - Machinery & Equipment	52,242	50,000	957,564	50,000
M&R - Motor Vehicles	152,779	200,000	144,361	250,000
M&R - Communications Equipment	29,457	68,200	34,000	68,200
Major Repairs & Replacements	739,212	987,794	-	947,794
Towing Service	125	2,500	-	2,500
Laundry Services	17,542	27,000	19,000	27,000
Sewer Conn Disconnect Fees	105,818	140,000	125,360	125,000
Solid Waste Disposal Services	2,213	3,650	3,000	3,650
MO DNR Fees	346,343	275,000	369,525	453,000
Special Contributions/Services	-	-	216,303	-
Other Services	37,001	31,650	8,575	3,650
	<u>6,662,125</u>	<u>6,085,138</u>	<u>6,298,022</u>	<u>6,239,214</u>

WATER PROTECTION EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Other Charges				
Bad Debt Expense	535,480	500,000	500,000	500,000
Principal	9,601,500	9,957,900	9,957,900	10,265,500
Interest	4,837,217	4,903,310	4,903,310	4,658,083
Other Debt Charges	684,004	802,945	802,945	774,490
Bond Issuance Cost Amortization	(128,701)	26,500	26,500	26,500
Insurance	167,668	187,250	187,250	224,688
Claims	1,959	51,000	51,000	51,000
Transfer to General Fund	2,044,217	2,044,411	2,044,411	1,568,392
Transfer to Aviation Fund	48,290	48,290	48,290	-
Transfer to Capital Projects Fund	624,939	-	6,664	6,664
Transfer to General Fund - Computer	-	-	-	57,399
	<u>18,416,573</u>	<u>18,521,606</u>	<u>18,528,270</u>	<u>18,132,716</u>
Capital Outlay & Public Improvements				
Office Equipment	-	-	-	-
Motor Vehicles	107,564	170,000	170,000	-
Machinery & Equipment	468,810	445,166	445,166	227,400
Radio & Communications Equipment	0	-	-	-
Software Purchases	-	-	-	-
Buildings	-	-	-	-
Improvements other than Buildings	13,564,663	20,155,865	22,184,275	22,812,011
Streets, Curbs & Sidewalks	4,054	-	-	-
Land	150,730	-	-	-
	<u>14,295,821</u>	<u>20,771,031</u>	<u>22,799,441</u>	<u>23,039,411</u>
Total	<u>45,390,022</u>	<u>52,331,850</u>	<u>54,741,261</u>	<u>54,399,371</u>

MUNICIPAL GOLF COURSE FUND SUMMARY

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$ 11,878		\$ (105,715)	\$ (103,455)
SOURCES				
Golf Charges	630,485	692,900	710,600	699,800
Other Revenue	1,490	6,000	6,000	14,000
Investment Earnings	(2,250)	100	100	100
Transfer In	47,360	66,832	66,832	60,332
Fund Balance Appropriation	-	-	-	-
TOTAL SOURCES	677,085	765,832	783,532	774,232
USES				
Salaries & Wages	317,577	324,296	324,296	298,777
Employee Benefits & Payroll Taxes	86,989	92,712	92,712	103,548
Materials & Supplies	184,649	168,900	168,900	171,900
Utilities & Other Outside Services	197,832	185,472	183,851	173,987
Property Ins & Claims	4,631	5,892	5,892	6,847
Transfers Out	3,000	4,000	5,621	5,953
Operating Capital Equipment	-	-	-	-
TOTAL USES	794,678	781,272	781,272	761,012
Net Surplus (Deficit)	(117,593)		2,260	13,220
Projected Ending Fund Balance:	(105,715)		(103,455)	(90,235)



MUNICIPAL GOLF COURSE FUND

REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Charges for Services				
Golf Daily Surcharge	13,586	16,000	16,600	17,200
Membership Surcharge	18,085	25,200	25,600	27,200
Daily Green Fees	68,125	85,000	88,000	88,000
Annual Golf Fees	84,277	90,000	92,000	92,000
Locker Rental Fees	3,900	3,900	3,900	3,900
Tournament Green Fees	35,241	41,600	45,000	43,000
Golf Cart Rental	157,632	155,000	170,000	160,000
Summer Juniors' Camp Program	200	200	500	500
Meeting/Banquet Room Rental	21,690	22,000	22,000	22,000
Driving Range	11,671	15,000	13,000	13,000
Golf Pro Shop	62,695	68,000	69,000	68,000
Golf Simulator-League	1,111	4,000	-	-
Golf Simulator-Range Play	358	500	-	-
Golf Simulator-Special Event	738	1,500	-	-
Golf Concessions	151,178	165,000	165,000	165,000
	<u>630,485</u>	<u>692,900</u>	<u>710,600</u>	<u>699,800</u>
Other Revenue				
Donations	1,405	3,000	3,000	11,000
Insurance Proceeds	-	-	-	-
Recovery/Reimbursements	1,371	-	-	-
Gain.Loss Change MKT Value	933	-	-	-
Gift Certificate Revenue	(2,749)	3,000	3,000	3,000
Other Revenue, Long/Short	531	-	-	-
	<u>1,490</u>	<u>6,000</u>	<u>6,000</u>	<u>14,000</u>
Investment Earnings				
Interest Income	(1,794)	100	100	100
Accrued Interest Income	(456)	-	-	-
	<u>(2,250)</u>	<u>100</u>	<u>100</u>	<u>100</u>
Interfund Transfers				
Transfer from General Fund	47,360	66,832	66,832	60,332
	<u>47,360</u>	<u>66,832</u>	<u>66,832</u>	<u>60,332</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>677,085</u>	<u>765,832</u>	<u>783,532</u>	<u>774,232</u>

MUNICIPAL GOLF COURSE FUND

EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Salaries & Wages				
Base Salaries/Wages	179,939	193,631	193,631	191,377
Salary Increases	-	-	-	(10,328)
Overtime	1,589	-	-	-
Sick Leave Buy Back	932	365	365	2,400
Temporary Part-Time Wages	135,116	130,300	130,300	115,328
	<u>317,577</u>	<u>324,296</u>	<u>324,296</u>	<u>298,777</u>
Employee Benefits				
Lagers Pension Contribution	18,087	23,623	23,623	25,170
FICA Contribution	19,562	20,084	20,084	18,973
FICA Medicare	4,575	4,697	4,697	4,437
457 Employer Match Plan	1,230	1,170	1,170	1,170
Health Insurance	27,939	26,604	26,604	37,084
Dental Insurance	1,077	1,059	1,059	1,059
Federal Health Reinsurer Tax	-	-	-	-
Life Insurance	603	960	960	840
Unemployment Claims	(1,368)	-	-	-
Long Term Disability	427	758	758	513
Workers Compensation	13,387	12,957	12,957	12,364
Car Mileage	-	300	300	1,838
Confer/Train/Travel	1,470	500	500	100
	<u>86,989</u>	<u>92,712</u>	<u>92,712</u>	<u>103,548</u>
Materials & Supplies				
Office Supplies	1,290	500	500	500
Janitorial Supplies	1,354	2,100	2,100	2,100
Recreation Supplies	10,817	16,600	16,600	16,600
Safety Equipment/Clothing	-	100	100	100
Motor Fuel and Lubricants	22,428	22,100	22,100	22,100
Minor Equipment	4,283	3,000	3,000	3,000
Materials for Resale	86,578	82,500	82,500	82,500
Other Supplies	57,898	42,000	42,000	45,000
	<u>184,649</u>	<u>168,900</u>	<u>168,900</u>	<u>171,900</u>
Services				
Professional Services	8,132	8,500	2,429	3,000
Banking/Transaction Fees	-	-	6,071	7,000
Memberships/Books	1,249	800	800	800
Periodicals/Books	520	-	-	-
Communication Services	5,268	5,100	5,100	5,100
Postage	29	50	50	50
Freight	-	-	-	-
Advertising	3,410	3,800	3,800	3,800
Licenses/Permits	1,534	1,300	1,300	1,300
Printing & Binding	509	200	200	200
Gas Service	2,418	3,000	3,000	3,000
Electric Service	12,016	12,500	11,015	11,015
Water Service	72,455	71,000	71,000	55,000
Vehicle/Equipment Rent	59,282	57,722	57,722	57,722
M&R Office Equipment	-	-	-	-

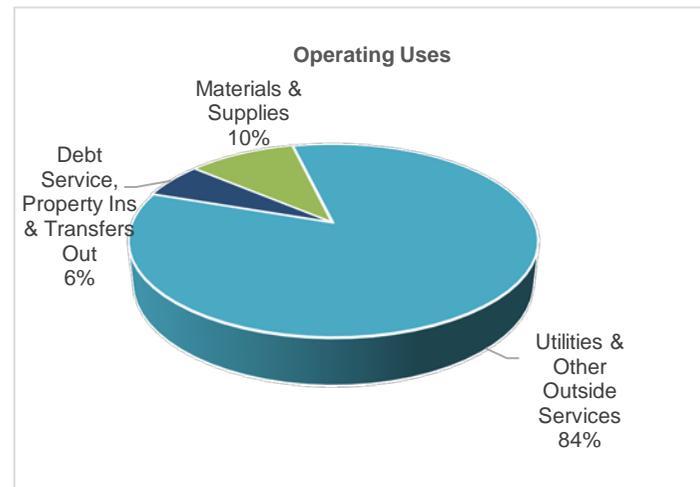
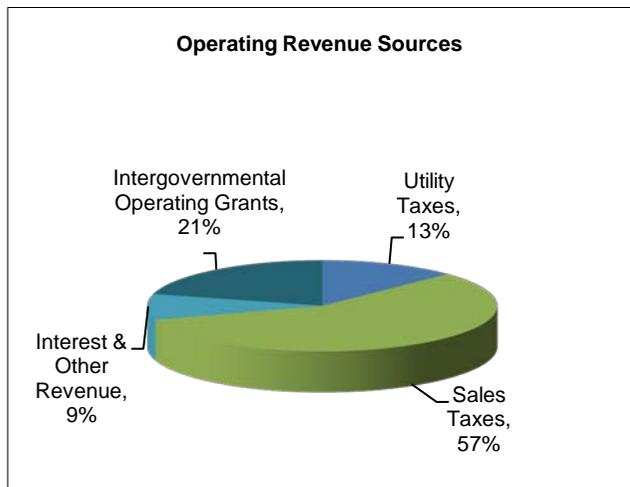
MUNICIPAL GOLF COURSE FUND

EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
M&R - Building & Facilities	18,569	9,400	9,264	13,900
M&R - Machinery & Equipment/Commun	12,144	12,000	12,000	12,000
M&R - Motor Vehicles	-	100	100	100
Laundry Services	296	-	-	-
Other Services	-	-	-	-
	<u>197,832</u>	<u>185,472</u>	<u>183,851</u>	<u>173,987</u>
Other Charges				
Debt Service (Equipment Lease)	-	-	-	-
Debt Service Interest	-	-	-	-
Insurance	4,631	5,392	5,392	6,347
Judgement & Claims	-	500	500	500
Transfer to CIP Fund	-	-	1,621	1,621
Transfer to General Fund	-	-	-	-
Transfer to General Fund - Computer	3,000	4,000	4,000	4,332
	<u>7,631</u>	<u>9,892</u>	<u>11,513</u>	<u>12,800</u>
Capital Outlay				
Machinery & Equipment	-	-	-	-
Improv Other Than Buildings	-	-	-	-
Streets, Curbs, Sidewalks	-	-	-	-
	<u>0</u>	<u>0</u>	<u>0</u>	<u>-</u>
Total	<u>794,678</u>	<u>781,272</u>	<u>781,272</u>	<u>761,012</u>

MASS TRANSIT FUND SUMMARY

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$17,608,935		\$20,939,153	\$19,620,776
SOURCES				
Utility Taxes	1,044,293	1,214,100	1,049,829	1,059,800
Sales Taxes	4,577,219	4,767,950	4,681,078	4,767,950
Charges for Services	294,784	296,300	311,483	305,300
Other Revenue	697,994	3,500	3,500	3,500
Investment Earnings	573,392	454,000	454,000	454,000
Intergovernmental Operating Grants	1,576,265	1,688,500	1,688,500	1,734,258
Intergovernmental Capital Grants	435,998	6,329,000	6,329,000	1,066,720
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	<u>9,199,945</u>	<u>14,753,350</u>	<u>14,517,390</u>	<u>9,391,528</u>
USES				
Employee Travel & Training	8,264	6,700	6,700	3,350
Materials & Supplies	435,309	728,695	728,695	728,695
Utilities & Other Outside Services	4,830,726	6,023,462	6,008,187	6,060,927
Debt Service, Property Ins & Transfers Out	450,669	321,910	337,185	425,769
Capital Outlay, Improvements	144,759	8,755,000	8,755,000	1,333,400
TOTAL FUND	<u>5,869,727</u>	<u>15,835,767</u>	<u>15,835,767</u>	<u>8,552,141</u>
Net Surplus (Deficit)	3,330,218		(1,318,377)	839,387
ENDING TRANSIT FUND BALANCE:	\$20,939,153		\$19,620,776	\$20,460,163
SOURCES				
Grants & Entitlements	416,701	6,329,000	6,329,000	1,066,720
Appropriated from Fund Balance	0	0	0	0
TOTAL SOURCES	<u>416,701</u>	<u>6,329,000</u>	<u>6,329,000</u>	<u>1,066,720</u>
USES				
Transit CIP Projects	146,373	8,755,000	8,755,000	1,333,400
Net Capital Surplus (Deficit)	270,328		(2,426,000)	(266,680)
ENDING CIP FUND BALANCE:			(2,426,000)	(2,692,680)



MASS TRANSIT FUND

REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Utility Franchise Fees				
Gas	240,763	230,000	236,729	236,700
Electric	621,136	780,000	650,000	650,000
Water	161,103	181,000	140,000	150,000
Utility Taxes - TIF portion	21,291	23,100	23,100	23,100
	<u>1,044,293</u>	<u>1,214,100</u>	<u>1,049,829</u>	<u>1,059,800</u>
Sales Tax				
Sales Tax	4,908,250	5,113,000	4,974,585	5,113,000
Sales Tax Contra Account	(1,126,635)	(1,174,150)	(978,253)	(1,174,150)
EATS (TIF generated sales tax)	795,603	829,100	684,746	829,100
	<u>4,577,219</u>	<u>4,767,950</u>	<u>4,681,078</u>	<u>4,767,950</u>
Charges for Services				
Fare Box Revenue	165,352	175,000	164,453	175,000
Ticket Sales - Adult	59,880	50,000	66,063	50,000
Ticket Sales - Youth	3,108	2,000	2,438	2,000
Ticket Sales - Senior/Handicapped	43,445	38,000	42,130	38,000
Ticket Sales - Commissions	4,190	7,500	5,177	7,500
Token Transit Program	4,935	5,000	14,222	14,000
ID Cards	842	800	800	800
Advertising	13,033	18,000	16,200	18,000
	<u>294,784</u>	<u>296,300</u>	<u>311,483</u>	<u>305,300</u>
Other Revenue				
Recovery/Reimbursements	-	-	-	-
Concessions	3,018	3,500	3,500	3,500
Insurance Proceeds	-	-	-	-
Refund Prior Yr Expense	-	-	-	-
Other Revenue	28,552	-	-	-
Sale of Fixed Assets	578	-	-	-
Gain/Loss Change MKT Value	665,847	-	-	-
	<u>697,994</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
Investment Earnings				
Interest Income	464,253	454,000	454,000	454,000
Accrued Interest Income	109,139	-	-	-
	<u>573,392</u>	<u>454,000</u>	<u>454,000</u>	<u>454,000</u>
Intergovernmental				
Federal Transit Authority - Capital	416,701	6,329,000	6,329,000	1,066,720
Federal Transit Authority - Operations	1,576,265	1,688,500	1,688,500	1,734,258
American Rec Reinvest Capital	-	-	-	-
State Operating Grant	19,297	-	-	-
	<u>2,012,263</u>	<u>8,017,500</u>	<u>8,017,500</u>	<u>2,800,978</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>9,199,945</u>	<u>14,753,350</u>	<u>14,517,390</u>	<u>9,391,528</u>

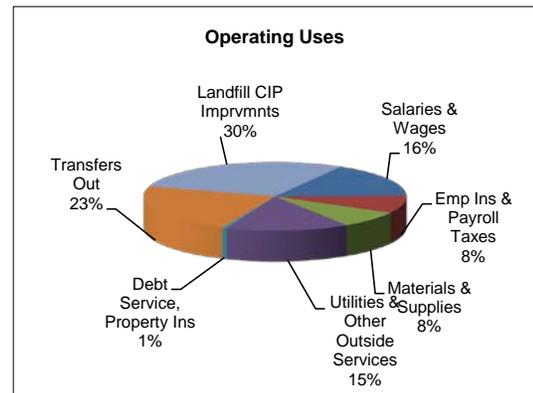
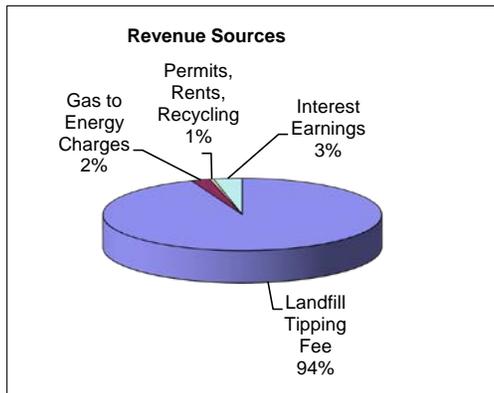
MASS TRANSIT FUND

EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Employee Benefits				
Car/Mileage Allow	-	-	-	-
Confer/Train/Travel	8,264	6,700	6,700	3,350
	<u>8,264</u>	<u>6,700</u>	<u>6,700</u>	<u>3,350</u>
Materials & Supplies				
Office Supplies	4,696	9,500	9,500	9,500
Janitorial Supplies	3,818	10,000	10,000	10,000
Safety Equip/Clothing	22,451	20,000	20,000	20,000
Other Material & Supplies	-	-	-	-
Motor Fuel and Lubricants	399,502	686,695	686,695	686,695
Minor Equipment	4,841	2,500	2,500	2,500
	<u>435,309</u>	<u>728,695</u>	<u>728,695</u>	<u>728,695</u>
Services				
Professional Services	289,703	308,146	307,446	307,155
Banking/Transaction Fees	-	-	700	890
Memberships	3,801	3,000	3,000	3,000
Periodicals & Books	-	250	250	250
Communications Services	21,566	30,730	30,730	37,730
Postage	254	1,000	1,000	1,000
Advertising	27,531	45,000	45,000	45,000
Permits & Recording Fees	821	950	950	950
Printing & Binding	7,041	12,000	12,000	12,000
Gas Service	16,239	16,425	16,425	16,425
Electric Service	16,263	19,000	11,766	11,766
Water Service	7,544	11,000	11,000	11,000
Vehicle/Equipment Rental	4,505	9,535	9,535	9,535
M&R - Office Equipment	1,585	2,420	2,420	2,420
M&R - Building & Facilities	69,164	97,000	88,959	97,000
M&R - Machinery & Equipment	5,083	7,000	42,000	7,000
M&R - Motor Vehicles	519,850	345,000	345,000	364,000
M&R - Communications Equipment	4,970	17,000	17,000	33,000
Major Repairs & Replacements	-	35,000	-	35,000
Towing Service	10,657	2,500	2,500	2,500
Laundry Services	10,157	10,000	10,000	10,000
Solid Waste Disposal Services	679	600	600	600
Other Services	3,813,313	5,049,906	5,049,906	5,052,706
	<u>4,830,726</u>	<u>6,023,462</u>	<u>6,008,187</u>	<u>6,060,927</u>
Other Charges				
Insurance	90,815	183,690	183,690	184,485
Judgetment & Claims	-	-	-	-
Transfer to Capital Programs	228,719	-	15,275	15,275
Transfer to Computer Network	12,000	10,000	10,000	9,747
Transfer to General Fund	119,135	128,220	128,220	216,262
	<u>450,669</u>	<u>321,910</u>	<u>337,185</u>	<u>425,769</u>
Capital Outlay & Public Improvements				
Office Equipment & Furniture	-	-	-	-
Motor Vehicles	-	6,785,000	6,785,000	-
Machinery & Equipment	8,764	213,000	213,000	446,400
Radio & Comm Equipment	-	-	-	-
Land	-	600,000	600,000	480,000
Buildings	44,960	210,000	210,000	168,000
Improv. Other Than Buildings	91,035	947,000	947,000	239,000
	<u>144,759</u>	<u>8,755,000</u>	<u>8,755,000</u>	<u>1,333,400</u>
Total	<u>5,869,727</u>	<u>15,835,767</u>	<u>15,835,767</u>	<u>8,552,141</u>

LANDFILL FUND SUMMARY

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$3,797,357		\$5,161,332	\$7,224,054
SOURCES				
Permits	2,458	2,500	2,500	2,500
Rents	4,551	4,500	4,500	4,500
Landfill Tipping Fee	5,359,433	5,100,000	6,800,000	6,800,000
Gas to Energy Charges	140,993	160,000	160,000	160,000
Other Revenue	197,610	1,300	71,300	1,300
Recycling Revenue	37,223	29,000	30,000	23,000
Investment Earnings	312,458	238,600	238,600	238,600
Fund Balance Appropriation	0	0	0	0
TOTAL SOURCES	<u>6,054,726</u>	<u>5,535,900</u>	<u>7,306,900</u>	<u>7,229,900</u>
USES - Operating				
Salaries & Wages	910,318	933,067	933,067	872,398
Employee Benefits & Payroll Taxes	376,934	447,157	447,157	441,337
Materials & Supplies	377,048	418,650	418,650	419,350
Utilities & Other Outside Services	763,227	770,630	770,630	808,550
Debt Service, Property Ins	19,875	25,585	25,585	28,389
Transfers Out	754,005	810,090	810,090	1,239,431
TOTAL OPERATING USES	<u>3,201,408</u>	<u>3,405,179</u>	<u>3,405,179</u>	<u>3,809,455</u>
USES - Capital Improvements				
Landfill CIP Improvements in Capital Project Program	<u>1,489,342</u>	<u>1,839,000</u>	<u>1,839,000</u>	<u>1,523,000</u>
TOTAL USES	<u>4,690,750</u>	<u>5,244,179</u>	<u>5,244,179</u>	<u>5,332,455</u>
Net Surplus/(Deficit):	1,363,975		2,062,721	1,897,445
LANDFILL FUND BALANCE:	5,161,332		\$7,224,054	\$9,121,499



LANDFILL FUND

REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Permits				
Trash Hauler Permits	2,458	2,500	2,500	2,500
	<u>2,458</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
Rent				
Farm Land Rent	4,551	4,500	4,500	4,500
	<u>4,551</u>	<u>4,500</u>	<u>4,500</u>	<u>4,500</u>
Charges for Services				
Landfill Tipping Fees	5,359,433	5,100,000	6,800,000	6,800,000
Gas to Energy Sales	140,993	160,000	160,000	160,000
	<u>5,500,426</u>	<u>5,260,000</u>	<u>6,960,000</u>	<u>6,960,000</u>
Other Revenue				
Recycling Revenue	37,223	29,000	30,000	23,000
Sale of Fixed Asset	35,000	-	70,000	-
Advertising	1,000	1,000	1,000	1,000
Gain/Loss Change MKT Value	161,366	-	-	-
Recovery/Reimbursement	300	300	300	300
Other	(56)	-	-	-
	<u>234,833</u>	<u>30,300</u>	<u>101,300</u>	<u>24,300</u>
Investment Earnings				
Interest Income	245,106	238,500	238,500	238,500
Accrued Interest Income	61,528	-	-	-
Interest on Accounts Receivable	5,824	100	100	100
	<u>312,458</u>	<u>238,600</u>	<u>238,600</u>	<u>238,600</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>6,054,726</u>	<u>5,535,900</u>	<u>7,306,900</u>	<u>7,229,900</u>

EXPENDITURES

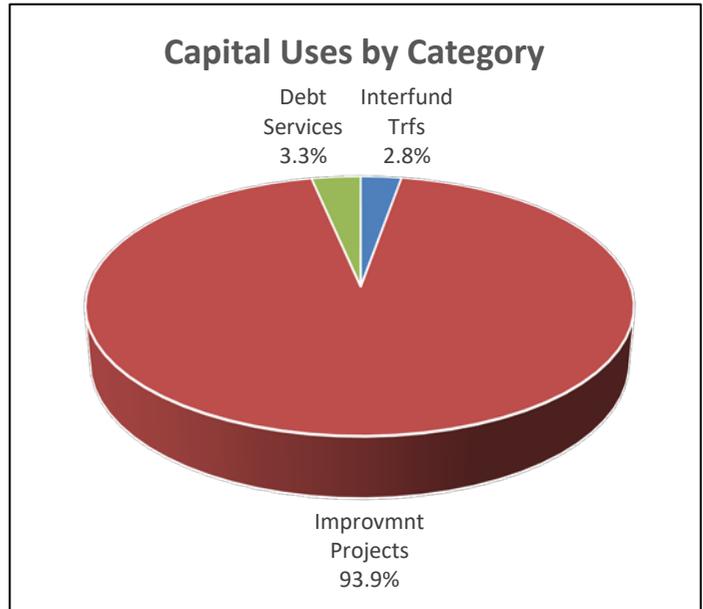
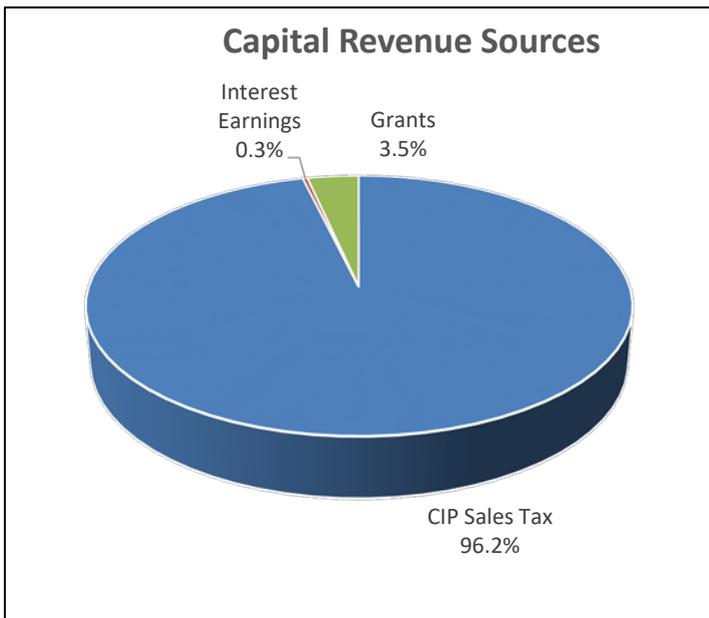
Salaries & Wages				
Base Salaries/Wages	797,747	859,342	859,342	831,318
Salary Adjustment	-	-	-	(33,529)
Overtime	104,116	72,575	72,575	72,910
Out of Title Pay	7,654	-	-	-
Sick Leave Buy Back	802	1,150	1,150	1,700
	<u>910,318</u>	<u>933,067</u>	<u>933,067</u>	<u>872,399</u>
Employee Benefits				
Lagers Pension Contribution	97,008	113,834	113,834	118,892
FICA Contribution	56,700	57,850	57,850	55,844
FICA Medicare	13,261	13,529	13,529	13,061
457 Employer Plan Match	5,909	7,020	7,020	5,850
Health Insurance	152,592	195,096	195,096	194,689
Dental Insurance	5,415	7,058	7,058	6,706
Federal Health Reinsurer Tax	-	-	-	-
Life Insurance	2,547	2,970	2,970	2,782
Unemployment Claims	-	-	-	-
Long Term Disability	1,957	2,376	2,376	2,228
Workers Compensation	35,244	37,323	37,323	36,236
Confer/Train/Travel	6,301	10,100	10,100	5,050
	<u>6,301</u>	<u>10,100</u>	<u>10,100</u>	<u>5,050</u>

LANDFILL FUND EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Materials & Supplies				
Office Supplies	5,036	5,100	5,100	5,100
Janitorial Supplies	2,346	2,600	2,600	2,600
Safety Equip/Clothing	6,107	5,350	5,350	6,050
Motor Fuel and Lubricants	312,819	350,000	350,000	350,000
Minor Equipment	25,754	15,500	15,500	15,500
Street Maintenance Supplies	17,817	30,000	30,000	30,000
Other Materials/Supplies	7,171	10,100	10,100	10,100
	<u>377,048</u>	<u>418,650</u>	<u>418,650</u>	<u>419,350</u>
Services				
Professional Services	242,786	175,000	146,000	195,000
Banking/Transaction Fees	-	-	29,000	39,020
Memberships	239	800	800	800
Periodicals & Books	-	500	500	500
Telephone Service	5,686	6,380	6,380	6,380
Postage	170	500	500	500
Freight	4,111	2,000	2,000	2,000
Advertising	19,552	12,000	12,000	12,000
Permits & Recording Fees	3,776	4,400	4,400	4,400
Printing & Binding	2,420	2,700	2,700	2,700
Gas Service	7,568	6,000	6,000	6,000
Electric Service	8,564	10,000	10,000	10,000
Water Service	839	1,500	1,500	1,500
Vehicle/Equipment Rental	28,661	700	700	23,700
M&R - Office Equipment	507	1,600	1,600	6,500
M&R - Building & Facilities	7,072	7,500	7,500	7,500
M&R - Machinery & Equipment	146,765	120,500	170,500	170,500
M&R - Motor Vehicles	23,018	20,000	20,000	20,000
M&R - Communications Equipment	2,248	4,000	4,000	4,000
Major Repairs & Replacements	101,980	50,000	-	-
Towing Services	300	200	200	200
Laundry Services	5,053	5,250	5,250	6,250
MO DNR Fees	82,881	250,000	250,000	200,000
Other Services	69,033	89,100	89,100	89,100
	<u>763,227</u>	<u>770,630</u>	<u>770,630</u>	<u>808,550</u>
Other Charges				
Other Debt Charges	-	-	-	-
Insurance	19,875	23,585	23,585	26,389
Judgments & Claims	-	2,000	2,000	2,000
Transfer to General Fund	744,755	799,840	799,840	1,028,600
Transfer to SIMR Fund	-	-	-	-
Transfer to Water Protection	3,250	3,250	3,250	203,250
Transfer to General Fund - Computer	6,000	7,000	7,000	7,581
	<u>773,880</u>	<u>835,675</u>	<u>835,675</u>	<u>1,267,820</u>
Capital Outlay & Public Improvements				
Motor Vehicles	-	-	-	-
Machinery & Equipment	1,349,592	1,069,000	1,069,000	933,000
Land	-	400,000	400,000	-
Building	-	-	-	25,000
Improvements Other than Buildings	139,750	370,000	370,000	565,000
	<u>1,489,342</u>	<u>1,839,000</u>	<u>1,839,000</u>	<u>1,523,000</u>
11 - 51 Total	<u>4,690,750</u>	<u>5,244,179</u>	<u>5,244,179</u>	<u>5,332,456</u>

CAPITAL PROJECTS FUND SUMMARY

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Projected Beginning Fund Balance:	\$2,928,856		\$5,066,219	2,488,534
SOURCES				
CIP Sales Tax	5,886,124	6,011,000	6,053,489	6,011,000
Other Misc Revenues	2,432,833	-	-	-
Interest Earnings	131,737	20,000	20,000	20,000
Intergovernmental/Grants	585,545	480,000	533,618	217,500
Transfer from General Fund	354,500	-	222,314	209,830
Transfer from Gaming Fund	-	-	-	12,484
Transfer from CDBG Fund	-	-	19,147	19,147
Transfer from Water Protection Fund	859,651	-	6,664	6,664
Transfer from Golf Fund	-	-	1,621	1,621
Transfer from Museum Fund	228,719	-	15,275	15,275
Appropriation from Fund Balance	-	-	-	-
TOTAL SOURCES	10,479,109	6,511,000	6,872,127	6,513,521
USES				
Professional Services/Materials & Supplies	190,009	-	-	-
Interfund Trfs	168,610	1,204,200	1,356,394	157,500
Capital Equip	-	-	-	45,000
Debt Services	-	-	216,398	190,070
Improvmt Projects	7,983,126	7,044,705	7,877,020	5,367,715
TOTAL USES	8,341,745	8,248,905	9,449,812	5,760,285
Net Surplus (Deficit)	2,137,363	(1,737,905)	(2,577,685)	753,236
Projected Ending Fund Balance:	\$5,066,219		\$2,488,534	\$ 3,241,770



CAPITAL PROJECTS FUND

REVENUES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Sales Tax				
Sales Tax	6,544,202	6,678,000	6,632,806	6,678,000
Sales Tax Contra Account	(1,502,125)	(1,541,400)	(1,304,338)	(1,541,400)
EATS	844,047	874,400	725,021	874,400
	<u>5,886,124</u>	<u>6,011,000</u>	<u>6,053,489</u>	<u>6,011,000</u>
Other Revenue				
Insurance Proceeds	-	-	-	-
Donations	10,000	-	-	-
Recovery/Reimbursement	165,864	-	-	-
MO Levee Project	-	-	-	-
Other Revenue	3,970	-	-	-
Developer Contributions	13,000	-	-	-
Capital Lease Proceeds	2,240,000	-	-	-
	<u>2,432,833</u>	<u>-</u>	<u>-</u>	<u>-</u>
Investment Earnings				
Interest Income	131,737	20,000	20,000	20,000
	<u>131,737</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
Intergovernmental				
Buchanan County Streets	210,000	-	-	-
Bode Trust	-	-	-	-
MO DNR Parks	250,000	-	-	-
STP/Urban Grant	-	-	53,618	-
Trans Enhancement Grant	-	-	-	-
STP/FHWA Grant	125,545	480,000	480,000	217,500
FTA/CPG Grant	-	-	-	-
Buchanan County 911	-	-	-	-
FEMA Reimbursement Fund	-	-	-	-
SEMA Homeland Security Grant	-	-	-	-
Miscellaneous Grants	-	-	-	-
American Rec Reinvest Capital	-	-	-	-
	<u>585,545</u>	<u>480,000</u>	<u>533,618</u>	<u>217,500</u>
Interfund Transfers In				
Transfer from General Fund	354,500	-	222,314	209,830
Transfer from Parks & Rec Fund	-	-	-	12,484
Transfer from Aviation Fund	-	-	19,147	19,147
Transfer from Water Protectoin Fund	859,651	-	6,664	6,664
Transfer from Golf Fund	-	-	1,621	1,621
Transfer from Mass Transit Fund	228,719	-	15,275	15,275
	<u>1,442,870</u>	<u>-</u>	<u>265,020</u>	<u>265,021</u>
Transfer from/(to) Fund Balance				
Fund Balance Appropriation	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>10,479,109</u>	<u>6,511,000</u>	<u>6,872,127</u>	<u>6,513,521</u>

CAPITAL PROJECTS FUND

EXPENDITURES

	2018-19	2019-20		2020-21
	Actual	Adopted Budget	Estimated Actual	Budget
Supplies/Services/Other				
Minor Equipment	27,955	-	-	-
Professional Services	157,250	-	-	-
Postage	12	-	-	-
Refund Expense	-	-	-	-
Other Services	1,322	-	-	-
Advertising	3,471	-	-	-
	<u>190,009</u>	<u>-</u>	<u>-</u>	<u>-</u>
Debt Services				
Debt Charges	-	-	216,398	190,070
	<u>-</u>	<u>-</u>	<u>216,398</u>	<u>190,070</u>
Capital Outlay				
Motor Vehicles	-	-	-	-
Machinery & Equipment	-	-	-	45,000
Software Purchases	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>45,000</u>
Public Improvements				
Land	102,438	-	39,500	-
Buildings	(47,257)	-	275,000	2,988,763
Improvements other than Buildings	6,981,155	7,044,705	7,413,299	1,328,952
Streets, Curbs & Sidewalks	946,789	-	149,221	1,050,000
	<u>7,983,126</u>	<u>7,044,705</u>	<u>7,877,020</u>	<u>5,367,715</u>
Interfund Transfers				
Transfer to General Fund	-	-	60,967	-
Transfer to Aviation	168,610	1,204,200	1,295,427	157,500
	<u>168,610</u>	<u>1,204,200</u>	<u>1,356,394</u>	<u>157,500</u>
Total	<u>8,341,745</u>	<u>8,248,905</u>	<u>9,449,812</u>	<u>5,760,285</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.

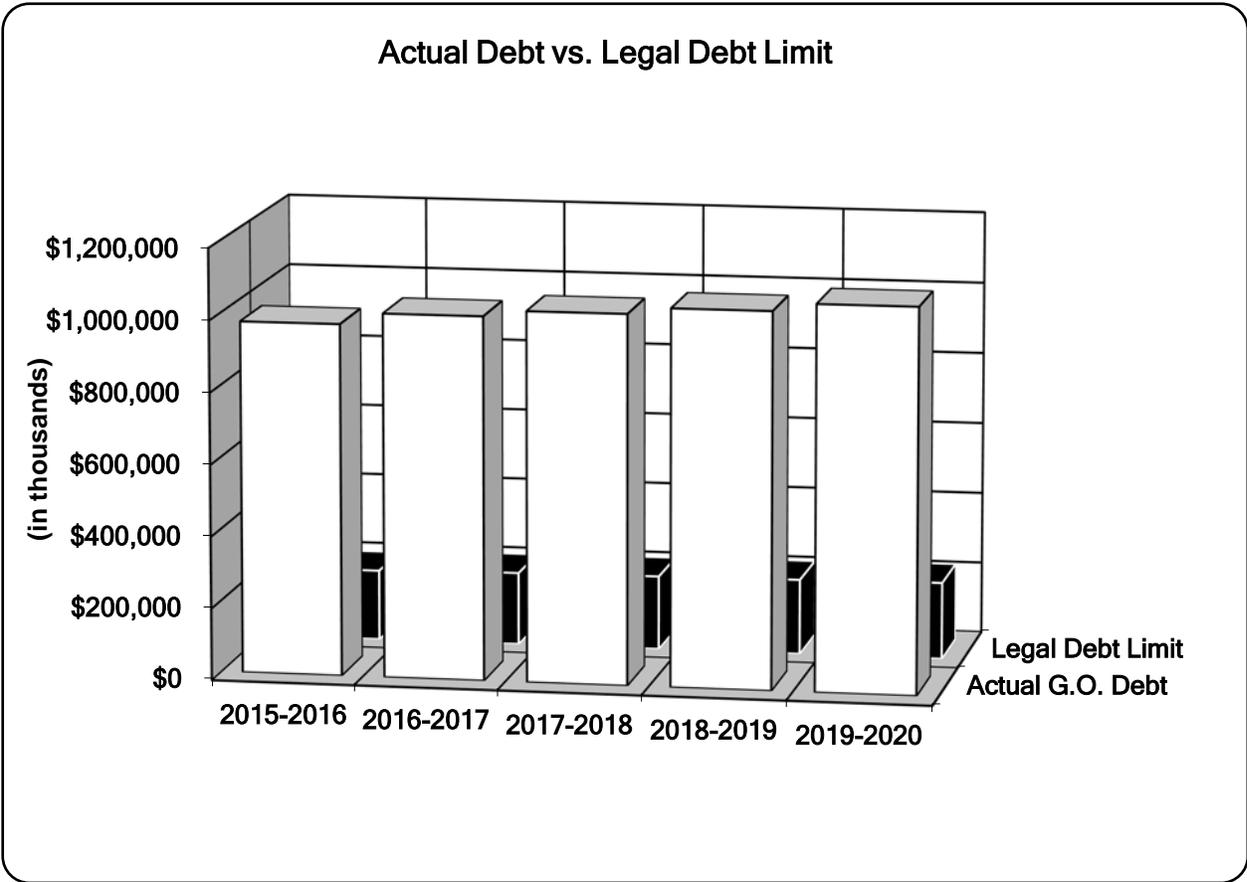
The Missouri State Constitution permits a City, by vote of two-thirds of the voting electorate, to incur general obligation indebtedness for "City Purposes" not to exceed 10% of the assessed value of taxable tangible property; and to incur additional general obligation indebtedness not to exceed, in 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 January, 2020		<u>\$1,072,223,524</u>
Legal Debt Margin: Any Legal "City Purpose" - Art. VI, Sec 26b		
Debt Limitation at 5% of assessed valuation.....		\$53,611,176
Additional Debt Margin: Any Legal "City Purpose" - Art. VI. Sec 26c		
Debt Limitation at 5% of assessed valuation.....		\$53,611,176
Legal Debt Margin: Streets, Storm or Sanitary Sewers - Art VI. Sec 26d		
Debt Limitation at 10% of assessed valuation.....		\$107,222,352
Debt Applicable to Limitation:		
Total General Obligation Bonded debt	\$0	
Less amount available in Debt Service Fund.....	<u>0</u>	
		0
		<hr/>
Legal Debt Margin		<u>\$214,444,705</u>

GENERAL OBLIGATION BOND INDEBTEDNESS LEGAL DEBT MARGIN

(in thousands of dollars)

	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
Assessed Valuation at July 1	980,423	1,012,996	1,030,563	1,049,424	1,072,224
Legal Debt Limit @ 20%	196,084.60	202,599.20	206,112.60	209,884.80	214,444.80
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>196,084.60</u></u>	<u><u>202,599.20</u></u>	<u><u>206,112.60</u></u>	<u><u>209,884.80</u></u>	<u><u>214,444.80</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	165,000	Sewer	4/1/2023
2013 - SRF Bonds	14,217,922	10,797,000	Sewer	1/1/2034
2014 - SRF Bonds	56,000,000	46,707,000	Sewer	7/1/2035
2014A - SRF Bonds	28,585,000	23,823,000	Sewer	7/1/2035
2017 - SRF Bonds	66,850,000	63,349,000	Sewer	7/1/2049
2014B Sewer Revenue Bonds	5,755,000	4,605,000	Sewer	7/1/2034
2018 - Sewer Revenue Bonds	15,905,000	14,875,000	Sewer	6/1/2038
	<u>188,089,922</u>	<u>164,321,000</u>		
<i>Capital Lease Obligations</i>				
2017 - Mail Machine	21,896	2,330	General	10/10/2020
2017 - Folder/Inserter	13,553	1,442	Sewer	10/10/2020
2018 - Golf Carts	120,465	54,374	Golf	2/15/2022
2018 - Golf Sprayer	32,531	15,090	Golf	3/15/2022
2019 - Energy Improvements	2,240,000	2,130,000	CIP	12/1/2033
	<u>2,428,445</u>	<u>2,203,236</u>		
<i>Other Debt</i>				
2004 - MDFB D (LEC Expansion)	2,425,000	685,000	General	3/1/2024
2008 - IDA (Mitchell Ave Project)	5,110,000	2,505,000	Spec Alloc	3/1/2029
2011 - MDFB A (Triumph 2004 Refncd)	6,685,000	2,385,000	Spec Alloc	5/1/2024
2011 - MDFB E (Sewer System)	22,275,000	16,950,000	Sewer	5/1/2036
2012 - MDFB B (2004 Refncd)	8,685,000	3,645,000	Spec Alloc	11/1/2024
2012 - MDFB C (2004C Sewer Refncd)	8,825,000	3,825,000	Sewer	11/1/2024
2015 - IDA A (Sewer System)	10,255,000	8,425,000	Sewer	4/1/2034
2015 - IDA B (2007 Refncd)	19,215,000	14,885,000	Sewer	4/1/2027
2018 - IDA (Shoppes TIF)	19,360,000	16,385,000	Spec Alloc	6/30/2028
	<u>102,835,000</u>	<u>69,690,000</u>		
<i>Total All Debt</i>	<u><u>293,353,367</u></u>	<u><u>236,214,236</u></u>		

FUTURE DEBT SERVICE REQUIREMENTS - EACH TYPE BY FUND

	Original Issue	Prior Payments	Current Balance	Remaining Total						Total Through Maturity
				2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2050	
General Fund										
2017 Mailing Machine										
Principal	21,896	19,566	2,330	2,330	0	0	0	0	0	2,330
Interest		884		46	0	0	0	0	0	46
	21,896	20,450	2,330	2,376	0	0	0	0	0	2,376
2004 MDFB D (LEC Expansion)										
Principal	2,425,000	1,740,000	685,000	160,000	165,000	175,000	185,000	0	0	685,000
Interest		1,124,205		30,825	23,625	16,200	8,325	0	0	78,975
	2,425,000	2,864,205	685,000	190,825	188,625	191,200	193,325	0	0	763,975
Principal	2,446,896	1,759,566	687,330	162,330	165,000	175,000	185,000	0	0	687,330
Interest		1,125,089		30,825	0	0	0	0	0	30,825
Total GF Debt	2,446,896	2,884,655	687,330	193,201	188,625	191,200	193,325	0	0	718,155
Capital Projects										
2019 Energy Improvements										
Principal	2,240,000	110,000	2,130,000	120,000	125,000	130,000	135,000	140,000	1,480,000	2,130,000
Interest		106,398		70,070	65,923	61,607	57,122	52,468	235,935	543,123
Total Capital Project Debt	2,240,000	216,398	2,130,000	190,070	190,923	191,607	192,122	192,468	1,715,935	2,673,123
Municipal Golf										
2013 Golf Carts Lease										
Principal	120,465	66,091	54,374	32,211	22,163	0	0	0	0	54,374
Interest		12,590		1,509	317	0	0	0	0	1,826
	120,465	78,681	54,374	33,720	22,480	0	0	0	0	56,200
2018 Golf Sprayer Lease										
Principal	32,531	17,441	15,090	8,450	6,640	0	0	0	0	15,090
Interest		2,926		602	149	0	0	0	0	751
	32,531	20,367	15,090	9,052	6,789	0	0	0	0	15,841
Principal	152,996	83,532	69,464	40,661	28,803	1	0	0	0	69,465
Interest		15,516		2,111	466	0	0	0	0	2,577
Total Golf Debt	152,996	99,048	69,464	42,772	29,269	1	0	0	0	72,042
Special Allocation (TIF)										
2008 IDA Mitchell Avenue										
Principal	5,110,000	2,605,000	2,505,000	220,000	235,000	250,000	260,000	275,000	1,265,000	2,505,000
Interest		2,538,240		137,775	125,675	112,750	99,000	84,700	178,750	738,650
	5,110,000	5,143,240	2,505,000	357,775	360,675	362,750	359,000	359,700	1,443,750	3,243,650
2011 MDFB Series A (Triumph Foods TIF)										
Principal	6,685,000	4,300,000	2,385,000	560,000	580,000	605,000	640,000	0	0	2,385,000
Interest		1,537,715		106,806	84,406	57,581	29,600	0	0	278,394
	6,685,000	5,837,715	2,385,000	666,806	664,406	662,581	669,600	0	0	2,663,394
2012 MDFB Series B (Triumph Foods TIF)										
Principal	8,685,000	5,040,000	3,645,000	745,000	770,000	800,000	835,000	495,000	0	3,645,000
Interest		1,661,121		144,918	118,262	86,861	54,237	10,093	0	414,372
	8,685,000	6,701,121	3,645,000	889,918	888,262	886,861	889,237	505,093	0	4,059,372
2018 MDFB Series (North Shoppes TIF)										
Principal	19,360,000	2,975,000	16,385,000	1,915,000	2,010,000	2,100,000	2,190,000	2,290,000	5,880,000	16,385,000
Interest		1,031,433		529,135	505,535	481,135	449,385	415,885	896,638	3,277,713
	19,360,000	4,006,433	16,385,000	2,444,135	2,515,535	2,581,135	2,639,385	2,705,885	6,776,638	19,662,713
Principal	39,840,000	14,920,000	24,920,000	3,440,000	3,595,000	3,755,000	3,925,000	3,060,000	7,145,000	24,920,000
Interest		6,768,508		918,634	833,878	738,328	632,222	510,678	1,075,388	4,709,128
Total Spec Allocation	39,840,000	21,688,508	24,920,000	4,358,634	4,428,878	4,493,328	4,557,222	3,570,678	8,220,388	29,629,128

FUTURE DEBT SERVICE REQUIREMENTS - EACH TYPE BY FUND

	Original Issue	Prior Payments	Current Balance	Remaining Total						Total Through Maturity
				2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2050	
Sewer										
2017 Folder/Inserter										
Principal	13,553	12,111	1,442	1,442	0	0	0	0	0	1,442
Interest		548		28	0	0	0	0	0	28
	13,553	12,659	1,442	1,470	0	0	0	0	0	1,470
2003 Sewerage System Revenue Bonds										
Principal	777,000	612,000	165,000	50,000	55,000	60,000	0	0	0	165,000
Interest		398,948		8,405	5,880	3,075	0	0	0	17,360
	777,000	1,010,948	165,000	58,405	60,880	63,075	0	0	0	182,360
2011 Sewerage System MDFB Series E										
Principal	22,275,000	5,325,000	16,950,000	725,000	750,000	790,000	825,000	865,000	12,995,000	16,950,000
Interest		8,250,505		868,663	839,663	804,038	766,513	727,325	4,515,381	8,521,581
	22,275,000	13,575,505	16,950,000	1,593,663	1,589,663	1,594,038	1,591,513	1,592,325	17,510,381	25,471,581
2012 MDFB C - WWT Plant Expansion - City Portion										
Principal	8,825,000	5,000,000	3,825,000	715,000	740,000	760,000	785,000	825,000	0	3,825,000
Interest		2,759,676		122,525	101,075	77,025	52,325	13,406	0	366,356
	8,825,000	7,759,676	3,825,000	837,525	841,075	837,025	837,325	838,406	0	4,191,356
2013 State Revolving Loan Funds										
Principal	14,217,922	3,420,922	10,797,000	661,500	677,000	692,500	708,900	725,300	7,331,800	10,797,000
Interest		1,031,238		140,350	131,567	122,580	113,388	103,973	474,654	1,086,512
	14,217,922	4,452,160	10,797,000	801,850	808,567	815,080	822,288	829,273	7,806,454	11,883,512
2014 State Revolving Loan Funds										
Principal	56,000,000	9,293,000	46,707,000	2,478,000	2,544,000	2,611,000	2,680,000	2,750,000	33,644,000	46,707,000
Interest		3,657,647		723,637	684,473	644,273	603,013	560,663	3,031,097	6,247,156
	56,000,000	12,950,647	46,707,000	3,201,637	3,228,473	3,255,273	3,283,013	3,310,663	36,675,097	52,954,156
2014A State Revolving Loan Funds										
Principal	28,585,000	4,762,000	23,823,000	1,268,000	1,302,000	1,335,000	1,370,000	1,405,000	17,143,000	23,823,000
Interest		1,555,420		319,709	302,348	284,532	266,254	247,506	1,337,234	2,757,584
	28,585,000	6,317,420	23,823,000	1,587,709	1,604,348	1,619,532	1,636,254	1,652,506	18,480,234	26,580,584
2014B Sewerage System Revenue Bonds										
Principal	5,755,000	1,150,000	4,605,000	225,000	230,000	240,000	255,000	265,000	3,390,000	4,605,000
Interest		972,491		162,038	157,538	152,363	146,363	139,350	782,550	1,540,200
	5,755,000	2,122,491	4,605,000	387,038	387,538	392,363	401,363	404,350	4,172,550	6,145,200
2015A IDA Sewerage System Revenue Bonds										
Principal	10,255,000	1,830,000	8,425,000	400,000	420,000	440,000	460,000	485,000	6,220,000	8,425,000
Interest		1,770,449		322,294	302,294	281,294	259,294	237,944	1,220,631	2,623,750
	10,255,000	3,600,449	8,425,000	722,294	722,294	721,294	719,294	722,944	7,440,631	11,048,750
2015B IDA Sewerage System Revenue Bonds										
Principal	19,215,000	4,330,000	14,885,000	1,355,000	1,420,000	1,490,000	1,625,000	1,705,000	7,290,000	14,885,000
Interest		4,316,288		744,250	676,500	605,500	531,000	449,750	594,750	3,601,750
	19,215,000	8,646,288	14,885,000	2,099,250	2,096,500	2,095,500	2,156,000	2,154,750	7,884,750	18,486,750
2017 State Revolving Loan Funds										
Principal	66,850,000	3,501,000	63,349,000	1,798,000	1,831,000	1,864,000	1,898,000	1,932,000	54,026,000	63,349,000
Interest		1,765,431		717,077	696,489	675,518	654,172	632,438	7,547,262	10,922,956
	66,850,000	5,266,431	63,349,000	2,515,077	2,527,489	2,539,518	2,552,172	2,564,438	61,573,262	74,271,956
2018 Sewerage System Revenue Bonds										
Principal	15,905,000	1,030,000	14,875,000	590,000	610,000	635,000	670,000	700,000	11,670,000	14,875,000
Interest		1,202,868		529,135	505,535	481,135	449,385	415,885	2,860,838	5,241,913
	15,905,000	2,232,868	14,875,000	1,119,135	1,115,535	1,116,135	1,119,385	1,115,885	14,530,838	20,116,913
Principal	248,673,475	40,266,033	208,407,442	10,266,942	10,579,000	10,917,500	11,276,900	11,657,300	153,709,800	208,407,442
Interest		27,681,509		4,658,110	4,403,361	4,131,332	3,841,706	3,528,240	22,364,396	42,927,145
Total Sewer Debt	248,673,475	67,947,542	208,407,442	14,925,052	14,982,361	15,048,832	15,118,606	15,185,540	176,074,196	251,334,587
Total All Debt										
Principal	293,353,367	53,718,340	236,214,236	14,029,933	14,492,803	14,977,501	15,521,900	14,857,300	162,334,801	236,214,236
Interest		34,626,431		5,679,750	5,303,628	4,931,267	4,531,050	4,091,386	23,675,718	48,212,799
Total Debt Service	293,353,367	88,344,772	236,214,236	19,709,683	19,796,431	19,908,768	20,052,950	18,948,686	186,010,519	284,427,035



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.

GLOSSARY

Capital Projects Fund - A Governmental Type Fund utilized to account for current financial resources and expenditures related to the acquisition, construction, or repair of capital projects other than those financed by Proprietary Type (Enterprise) Funds.

Civic Facilities - Refers to City owned Civic Arena and Missouri Theater facilities the operations and capital improvements of which are accounted for in the Parks, Recreation & Civic Facilities Fund.

Community Development Block Grant (CDBG) - A Federal grant awarded to the City through the United States Department of Housing & Urban Development (HUD), whose objective is to provide decent housing, a suitable living environment and expanding economic opportunities for low to moderate income persons.

Debt Service - Total annual payments of principal and interest on bonded indebtedness.

Debt Service Fund - A Governmental Type Fund utilized to account for current property tax receipts the use of which is restricted for payment of the City's General Obligation (G.O.) Bond debt.

Department - A major budgetary unit of organization in the City, which has been assigned overall management responsibility for an operation or a group of related operations and activities within a functional area. Departments are often comprised of one or more program reporting entities in one or more funds.

Depreciation - A systematic adjustment to book value of a capital asset to recognize the decline in value of an asset due to usage, passage of time, and other similar factors. Depreciation, while required for generally accepted accounting purposes, is not a budgetary expenditure since it does not involve commitments for future expenditures of monies.

Economic Activity Taxes – Commonly referred to as EATS, this is the term used in TIF projects to refer to 50% of the total additional revenue from taxes that are imposed by the City or other taxing districts, which are generated by economic activities (e.g., sales taxes, utility taxes) within the Redevelopment Area designated by the TIF Commission and approved by City Council.

Encumbrance - Commitment related to an unperformed contract for goods and services. An encumbrance is evidenced by a purchase order and may not be used for any purpose other than that specified in the purchase order and/or related contract.

Enterprise Funds - A Proprietary Type Fund utilized to account for operations and activities financed and operated in a manner similar to private sector business organizations. The costs (including depreciation) of providing goods or services to the general public are intended to be financed or recovered primarily through user charges. Six enterprise funds have been established the City including Aviation, Public Parking, Water Protection, Municipal Golf, Mass Transit, and Landfill.

Expenditure/Expense - Funds paid or to be paid for acquisition of goods or services.

Expenditure/Expense Detail - The line item total for each expenditure/expense account within a department and/or program.

Fiscal Year - The twelve month period to which the operating budget applies. In St. Joseph, the fiscal year is from July 1 through June 30. see *also* **annual period**

GLOSSARY

Franchise Fees - A franchise fee assessed major utility companies for the privilege of using public rights-of-way and property within the City limits. The City currently assesses franchise fees to KCPL, Spire Gas, AT & T, Missouri-American Water Company, and Suddenlink.

Function/Functional Classification - A high level of summarization used in the City's Annual Budget and Program of Services. Functional classification represents a grouping of related operations and activities which may cross organizational and formal budgetary unit boundaries. Functional classification, while not a formal budgetary unit, is aimed at providing information on a broad range of financial and performance data for related City services.

Fund - A major budgetary unit with revenues and expenditures segregated to carrying-out specific activities. The City maintains fifteen funds for budgeting purposes which are broadly classified as either a government type fund or a proprietary type fund. The City's sixteen funds include General; Streets Maintenance; Parks Maintenance; Community Development Block Grant; Public Safety Tax; Gaming Initiatives; Special Allocation; Museum Tax Initiatives; Debt Service; Aviation; Public Parking; Water Protection; Municipal Golf; Mass Transit; Landfill; and Capital Project Funds.

Fund Accounting - The accounts of the City are organized on the basis of funds, departments, and programs (budgetary units) and are used to demonstrate legal compliance and to aid in financial management by segregating financial transactions of various City functions and activities.

Fund Balance - The amount by which the reported value of City assets exceeds the reported value of its liabilities in a particular Fund. Fund balance is reduced for appropriated expenditures and increased for recorded revenues. GASB 54 dictates the components of fund balance. The four components involving actual cash are:

- *Restricted fund balance* – Monies which have an externally enforceable limitation on use imposed by grantors, contributors, laws or regulations of other governments, constitutional provisions or enabling legislation.
- *Committed fund balance* – Monies which have self imposed limitations on use set in place by the City Council. Formal action by the Council is required to remove the limitation.
- *Assigned fund balance* – Monies with an intended use established by either the City Council or by the City Manager.
- *Unassigned fund balance* – formally referred to as “unrestricted”, this is the surplus of resources available in the general fund after any restricted, committed and/or assigned monies are deducted.

GASB 34 – A General Accounting Standards Board (GASB) standard issued in June 1999, requiring a new CAFR reporting model for all state and local entities. The model is designed to provide an analysis of government's functions more closely resembling the financial statements of private commerce and industry.

GASB 54 – See information under Fund Balance definition above.

General Fund - A Governmental Type Fund in which all revenues and expenditures are accounted for, if not specifically allocated by law or contractual agreement, to another specific fund. With the exception of subvention or grant revenues restricted for specific uses, the General Fund resources can be utilized for any legitimate governmental purpose. Departments accounted for within the General Fund are Mayor & City Council, City Clerk, Municipal Court, City Manager, Public Information and Communication, Human Resources, Legal and Risk Management, Community Development Services, Administrative Services, Technology Services, Police, Fire, Public Works, Parks Recreation & Civic Facilities, and Public Health.

GLOSSARY

General Obligation (G.O.) Bonds - General Obligation bonds can be issued for any qualified "city purpose" in an amount not to exceed 20% of assessed value of taxable tangible property and are backed by the full faith and credit of the City. G.O. Bonds require voter approval of 2/3rds or 4/7ths majorities.

Goal – A long-term, continuing target of the organization. A broad statement of intended accomplishments and/or description of general conditions deemed desirable. Goal statements are specified at the fund, department and/or program level and communicated in the Annual Budget document.

Governmental Type Fund - A fund having a measurement focus on current financial resources thereby eliminating the need for revenue and expenditure accruals. The City has four categories of Governmental Type Funds including the General Fund, Special Revenue Funds, Proprietary (Enterprise) Funds, and Capital Project Fund.

Industrial Development Authority (IDA) – A board appointed by the City Council, it develops, advances, encourages and promotes, subject to the limitations imposed by the Industrial Development Authority Act, commercial, industrial, agricultural and manufacturing facilities in the City. The IDA provides the financial vehicle(s) through which businesses can obtain funding for expanding and/or establishing themselves in the community.

Infrastructure – Physical systems or structures that when installed become indistinguishable, inseparable, or otherwise part of surrounding appurtenant structures. Completed infrastructure and related depreciation are not recorded as assets in the financial records of the City. Examples of infrastructure include sewer lines; streetlights; streets, curbs, and gutters; retaining walls, etc.

Interest on Investments - Revenues derived from the investment earnings of unrestricted and restricted cash. The City invests primarily in full faith and credit obligations of the U.S. Government, and fully collateralized Certificates of Deposit. Interest on unrestricted cash investments is credited to respective fund accounts based on an average monthly pooled cash balance. Interest earned on restricted cash investments such as cash proceeds from bond issuances and cash reserves established by bond covenants, are tracked separately and credited to the appropriate fund.

Interfund Transfers - Amounts transferred from one fund to another.

Line-item Budget - A budget that reports budgeted amounts for individual detailed expenditure categories (salary, telephone, office supplies, etc...). The City of St. Joseph provides a line-item budget at the department and fund level. Program level revenues and expenditures are summarized and not reported in the budget on a line-item budget basis.

Long-term Debt - Debt with an original maturity in excess of one year from date of issuance.

Minor Equipment - Category of assets expensed for accounting and budgetary control purposes because they do not satisfy the City's capital asset capitalization policy.

Modified Accrual Accounting – A form of accrual accounting in which (1) expenditures are recognized when the goods or services are received and (2) revenues, such as taxes, are recognized when measurable and available to pay expenditures in the current accounting period. see *also* **accrual accounting**.

Operating Budget - The portion of the budget that pertains to basic operations of the various municipal funds, departments, and programs.

GLOSSARY

Payment in Lieu of Taxes - Commonly referred to as PILOTs, this is the term used in TIF projects or in Chapter 100 Agreements to refer to those revenues from real property in the Redevelopment Area as designated by the TIF Commission (when linked to a TIF) and approved by City Council. These revenues are used to retire TIF Obligations and pay other reimbursable project costs which taxing districts would have received had the City not adopted the TIF or granted the Chapter 100 tax abatements.

Personnel Costs - Cost of wages, salaries, payroll taxes, retirement, and costs of other employee benefits for all City employees.

Program - The lowest budgetary unit reporting as practiced by the City of St. Joseph. Related programs are rolled forward and included in the appropriate department and fund. Programs are groupings of related activities organized to accomplish basic goals and objectives.

Program Summary - The Program Summary provides descriptions of program services and activities, program outcomes and indicators, program revenues, program expenditures, program capital outlay, and staffing levels. The Program Summary is designed to assist the user to better understand the nature, extent, costs, and benefits of program services and functions.

Proprietary Type Fund - A fund having a measurement focus on the flow of economic resources and determination of net income including current and non-current financial resources. Since non-current economic resources must be considered, revenue and expenditure accruals are considered. The City budgets one category of Proprietary Type Fund. (See **Enterprise Funds**).

Public Building Authority (PBA) Bonds/Leases - The PBA issues bonds to investors using the bond proceeds to purchase equipment or construct public improvements which are leased to the City under an arrangement where the lease payments to the PBA equal the bond payments to the investors. Leases between the PBA and the City do not require voter approval and are subject to annual appropriation.

Public Safety Tax – Voters approved the 2013 half-cent public safety sales tax for a period of twenty (20) years for improving the public safety of the city, including additional police officers, public safety employee salaries and benefits, expenditures on equipment and facilities.

Reimbursable Project Costs – Refers to those costs incurred by the Developer and/or the City that, as approved in a Redevelopment Agreement, are to be funded or reimbursed from PILOTs, EATS, or other TIF-related revenue sources.

Revenue - Amounts the City of St. Joseph receives and/or earns as income including, but not limited to, such items as taxes, user fees, franchise fees, licenses, bond proceeds, rents, grants, fines, forfeitures, and interest earnings.

Revenue Bonds - Revenue bonds are sold to fund capital improvements when sufficient earnings can be generated from the improvements to repay the bond debt. Revenue bonds require voter approval of 2/3rds or 4/7ths majorities.

Risk Management - An organized attempt to protect an organization's assets against accidental loss in the most cost-effective manner. The City employs a full-time Risk Manager to coordinate this effort. The Risk Management Program is described in the Budget Document under the Legal Department in the General Fund.

Sales Tax - A tax remitted to the City by the State applied to the sales of goods and services within City limits.

GLOSSARY

Special Allocation Fund – The fund established by the City into which, as required by State Statute, all PILOTS, EATS, and other TIF revenues are deposited for the purpose of paying redevelopment project costs and TIF obligations.

Special Revenue Fund - A Governmental Type Fund utilized to account for the proceeds from specific revenue sources (other than from trusts or capital improvement projects) the expenditures of which are legally restricted for specific purposes. The City maintains six budgeted Special Revenue Funds including the Streets Maintenance; Parks Maintenance Fund; Public Safety Tax Fund, Special Allocation Fund; Gaming Initiatives Fund, Museum Tax Initiatives Fund; and the Community Development Block Grant Fund.

State Revolving Fund – The Missouri State Revolving Fund (SRF) leveraged loan program is a subsidized low interest low program available through the Department of Natural Resources Water Protection Program for improvements to the City's sewer infrastructure. The City currently has the 2013, 2014, 2014A, and 2017 SRF loans outstanding as of June, 2018.

Subventions - Revenues collected by the State or other government entity which are allocated to the City on a formula basis. The major subventions received by the City from the State include motor vehicle sales tax, road and bridge tax, motor vehicle fee increases, and gasoline tax.

Tax Increment Financing – Commonly known as a TIF project or TIF redevelopment project, a TIF is an economic development tool established by state statutes which provides a means for local governments to help finance the redevelopment of area that are blighted, substandard, or economically underutilized and that would not otherwise be developed without public assistance. TIF provides a mechanism to capture future increases in real property taxes and economic activity taxes (e.g., local sales taxes, utility taxes) associated with the redevelopment of the property in an established TIF district.

Transportation Development District – Commonly known as a TDD, is a special purpose district authorized to finance, undertake and maintain transportation related public improvements benefiting the district. A TDD project includes any bridge, street, intersection, signing or signalization, parking lot, garage, etc., related to transportation needs of the district. The district can use one or more funding mechanisms to fund a project---special assessments, property tax, sales tax, tolls.

User Fees - Receipt of a fee for providing a direct and specifically identifiable service to a particular customer.

