

ANNUAL BUDGET



FISCAL YEAR 2019-2020

TABLE OF CONTENTS

Adopted Budget Resolution.....	1
<u>Welcome</u>	
Budget Transmittal Letter	5
Budget Summary – All Funds	7
Elected Officials	8
Appointed Officials	9
History of Raytown.....	10
City Organizational Chart	11
<u>Budget Structure and Policies</u>	
Fund Structure	15
Budget Funds and Their Purpose.....	16
Fiscal Policies	17
Summary of Significant Accounting Principles.....	20
The Budget Cycle	23
Budget Management Policies.....	25
<u>General Fund</u>	
Consolidated Department Expense.....	29
General Fund Summary.....	31
General Fund Revenues	32
City Wide	35
Governing Body	39
Administration	43
Police	49
Finance	55
Law	61
Court.....	65
Public Works.....	69
Community Development.....	75
<u>Park Fund</u>	
Park Fund Summary	83
Park Fund Revenues	84
Parks	85
<u>Transportation Sales Tax</u>	
Transportation Sales Tax Summary	91
Transportation Sales Tax Revenues	92
Transportation Sales Tax	93
<u>Capital Sales Tax</u>	
Capital Sales Tax Summary.....	97
Capital Sales Tax Revenues	98
Capital Sales Tax.....	99

Public Safety Sales Tax

Public Safety Sales Tax Summary 103
Public Safety Sales Tax Revenues 104
Public Safety Sales Tax 105

Risk Management Fund

Risk Management Summary 109
Risk Management Revenues 110
Risk Management 111

Tax Increment Financing

TIF Summary 115
TIF Revenues 116
TIF 117

Storm Water

Storm Water Summary 121
Storm Water Revenues 122
Storm Water 123

Capital Improvement

Capital Improvement Summary 127
Capital Improvement Revenues 128
Capital Improvement 129

Sewer

Sewer Summary 133
Sewer Revenues 134
Sewer - Finance 135
Sewer – Public Works 141

A RESOLUTION AUTHORIZING AND APPROVING THE BUDGET OF THE CITY OF RAYTOWN FOR FISCAL YEAR 2019-2020

WHEREAS, the Board of Aldermen has appointed the City Administrator as the Budget Officer; and

WHEREAS, the Board of Aldermen has adopted a fiscal year that begins on November 1 of each year and ends on October 31 of the following year; and

WHEREAS, the Budget Officer has prepared a proposed budget for Fiscal Year 2019-2020 and submitted it to the Board of Aldermen, in accordance with Chapter 67 of the Missouri Revised Statutes; and

WHEREAS, the Board of Aldermen has studied, examined and discussed the proposed budget in numerous public meetings and amended the recommended budget with such revisions, alterations, increases or decreases as the Board deemed advisable; and

WHEREAS, the total expenditures from the various funds in the recommended budget, as amended by the Board of Aldermen, do not exceed the estimated revenues to be received plus any unencumbered balances, as required by Chapter 67 of the Missouri Revised Statutes; and

WHEREAS, the Board of Aldermen find it is in the best interest of the citizens of the City to adopt the Fiscal Year 2019-2020 Budget attached hereto and made a part hereof by reference;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF RAYTOWN, MISSOURI, AS FOLLOWS:

THAT the following amounts are appropriated for the fiscal year beginning November 1, 2019 and ending October 31, 2020 from the funds designated below for the spending departments and programs receiving funds therefrom:

2019-2020 Budget

General Fund	\$11,522,908
Park Fund	\$1,420,492
Transportation Sales Tax Fund	\$2,194,500
Capital Sales Tax Fund	\$1,781,265
Public Safety Sales Tax Fund	\$1,565,015
Risk Management	\$113,300
TIF Fund	\$2,817,229
Stormwater Sales Tax Fund	\$230,200
Capital Improvement Fund	\$31,520
Sanitary Sewer Fund	\$7,587,261
Total Expenditures	\$29,263,690

FURTHER THAT said Funds are appropriated to each program and department in accordance with the 2019-2020 Estimated Revenues, Adopted Appropriations and Fund Balances, as set out in the City Administrator’s 2019-2020 Recommended Budget for Raytown, in the detail and for the purposes contained and set forth therein, which is hereby approved by the Board of Aldermen and incorporated herein by reference;

FURTHER THAT said budget is hereby approved and adopted, including the following information:

- a. A budget message, describing the important features of the budget and major changes from the preceding year;
- b. Estimated revenues to be received from all sources for the budget year, with a comparative statement of actual or estimated revenues for the two years next preceding, itemized by year, fund and source;
- d. Proposed expenditures for each department, office, commission, and other classification for the budget year, together with a comparative statement of actual or estimated expenditures for the two years next preceding, itemized by year, fund, activity and object;
- e. The amount required for the payment of interest, amortization and redemption charges on the debt of the political subdivision; and
- f. A general budget summary.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 1st day of October, 2019.



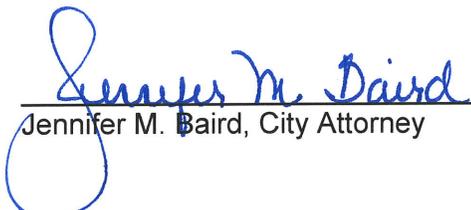
Michael McDonough, Mayor

ATTEST:



Teresa M. Henry, City Clerk

Approved as to form:



Jennifer M. Baird, City Attorney

WELCOME



CITY ADMINISTRATOR'S OFFICE
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133-3993
PHONE: 816-737-6003 - FAX: 816-737-6097

September 27, 2019

Mayor Michael McDonough and Board of Aldermen
City of Raytown
10000 E 59th Street
Raytown, MO 64133

Mayor and Board of Aldermen:

I am pleased to present a balanced General Fund budget. The budget process began in June 2019 when the Board of Aldermen along with administrative staff conducted the goal setting session for the 2019-2020 fiscal year. I appreciate the involvement of the city departments and the Board of Aldermen in the budgeting process. During the goal setting session and aldermen interviews, three main themes were captured to direct staff's development of the 2019-2020 budget: Infrastructure, Revenue Enhancements and Neighborhood Revitalization. With these three themes in mind, staff worked to better utilize available funds to provide the best services for the citizens of Raytown and identified new areas of potential future savings.

In comparison to the 2018-2019 budget, each Department was asked to provide a General Fund budget with expenditures as close to flat as possible. I believe the Departments have done their best to accomplish that directive by taking a conscientious approach to controlling costs in the 2019-2020 budget.

The 2019-2020 budget is our continued efforts to prudently manage City finances and the continuation of the GASB acceptable accounting practices. The changes in the General Fund budget from the previous year's budget include the following: a 1.5% cost-of-living-adjustment increase for employees; a budgeted transfer totaling \$1,474,497 from the Public Safety Sales Tax Fund to assist in funding public safety expenditures; and the proposed budget does not include EMS, as those services will be completely transferred to the Raytown Fire Protection District on October 31, 2019.

The Park Fund's budgeted revenues are \$200,623 greater than the 2018-2019 budget and budgeted expenditures show an increase of \$372,759 in expenditures compared to the previous year due to a decision to utilize the fund balance for various park improvement projects.

In the Public Safety Sales Tax Fund's budgeted expenditures decreased \$237,724 over the 2018-2019 budget. The decrease is primarily related to the transfer of EMS to the Fire District. Budgeted revenues increased \$69,900 over the 2018-2019 budget due to changes in Tax Increment Financing (TIF) revenue accounting. Also included in this budget are three additional civilian booking positions added to the Police Department.

The Capital Sales Tax Fund's budgeted expenditures exceed budgeted revenues by \$763,265 but remain less than the total projected available funds. All expenditures in this fund are for one-time capital related purchases or projects. Budgeted capital expenditures by department include: City-wide \$402,000, Administration \$42,800, Police \$189,265, Public Works \$1,110,000, and Community Development \$35,000.

The Transportation Sales Tax Fund's budgeted expenditures exceed budgeted revenues by \$377,760 but remain less than the total projected available funds. The expenditures in this fund are for transportation related maintenance projects in addition to a significant portion budgeted for the Hwy 350 and Raytown Road project at an estimated total of \$1,450,000. Hwy 350 and Raytown Road project costs totaling \$1,000,000 are budgeted in the Transportation Sales Tax Fund and \$450,000 are budgeted in the Capital Sales Tax Fund. It is anticipated that \$637,000 in Federal funds will be received to assist in offsetting the total costs of the project.

The Sanitary Sewer Fund's budgeted revenues exceed budgeted expenditures by \$412,109. In 2018 the City engaged Burns and McDonnell Engineering Company, Inc. to conduct a sewer rate study. The budget includes the rate study's recommended sewer rate increase of 7% for the 2019-2020 budget year to offset the continued rate increases from Little Blue Valley Sewer District and KCMO Water as well as to provide some funding for capital projects and maintenance of the sewer lines. Our long-term goal for the Sewer Fund is to establish a sustainable annual capital repair program, that allows for the rehabilitation of existing infrastructure.

The Storm Water Fund's budgeted revenues exceed budgeted expenditures by \$11,000. This fund is utilized to account for scheduled storm water control maintenance and emergency projects. The primary funding for the Storm Water Fund comes from a transfer in from the General Fund of \$150,000.

The Tax Increment Financing Fund's budgeted revenues exceed budgeted expenditures by \$262,272. City management was successful in **September 2019 in securing a refinancing of the Series 2007 bonds in the TIF Fund**. Because of savings projected from the TIF refinancing, there is no budgeted transfer from the General Fund. This is anticipated to remain constant for the remainder of the bond repayment period with the revenue projections currently in place.

The Capital Improvement Fund is used to account for economic development projects and large capital projects. While this fund is included during the budget process the actual use of available funds will be considered and approved at the time of proposal and bid letting.

The Risk Management Fund accounts for certain aspects of the City's risk management activities. Should settled claims exceed available funds, a transfer from the General Fund would be necessary.

Respectfully submitted,



Damon Hodges
City Administrator
City of Raytown
10000 E. 59th Street
Raytown, MO 64133
816-737-6003 (office)

	General	Park	Trans. Sales Tax	Capital Sales Tax	Public Safety Sales Tax	Tax Increment Finance	Risk Management	Storm Water	Capital Improvement Projects	Sanitary Sewer	Total
Revenues and Other Financing Sources											
Property Taxes	\$ 1,431,932	\$ 648,623	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,080,555
Franchise Taxes	3,722,000	-	-	-	-	-	-	-	-	-	3,722,000
General Sales Taxes	2,639,000	278,800	1,160,000	994,000	1,550,000	-	-	89,400	-	-	6,711,200
Other Taxes	1,286,000	-	-	-	-	-	-	-	-	-	1,286,000
Municipal Court Receipts	371,550	-	-	-	-	-	-	-	-	-	371,550
Grants	10,300	124,000	637,500	-	-	-	-	-	-	-	771,800
Service Charges	134,380	99,300	-	-	-	-	-	-	-	7,685,000	7,918,680
Licenses & Permits	444,100	-	-	-	-	-	-	-	-	-	444,100
Miscellaneous	159,150	44,500	19,240	24,000	13,900	3,079,500	55,000	1,800	83,500	314,370	3,794,960
Total Revenues	10,198,412	1,195,223	1,816,740	1,018,000	1,563,900	3,079,500	55,000	91,200	83,500	7,999,370	27,100,845
Transfer in from Other Funds	1,474,497	-	-	-	-	-	-	150,000	-	-	1,624,497
Total Revenues and Other Financing Sources	11,672,909	1,195,223	1,816,740	1,018,000	1,563,900	3,079,500	55,000	241,200	83,500	7,999,370	28,725,342
Expenditures - by type											
Personnel Services	\$ 8,713,052	\$ 643,802	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,074,360	\$ 10,431,213
Supplies, Services, and Charges	1,754,339	228,890	369,500	2,200	62,478	125,110	113,300	7,200	31,520	4,713,550	7,408,087
Repairs & Maintenance	456,357	81,350	805,000	-	-	-	-	223,000	-	228,985	1,794,692
Utilities	599,160	63,550	-	-	28,040	-	-	-	-	17,850	708,600
Capital Expenditures	-	402,900	1,020,000	1,779,065	-	-	-	-	-	273,000	3,474,965
Debt Service	-	-	-	-	-	2,692,119	-	-	-	1,279,516	3,971,635
Transfer to other funds	150,000	-	-	-	1,474,497	-	-	-	-	-	1,624,497
Total	\$ 11,672,908	\$ 1,420,492	\$ 2,194,500	\$ 1,781,265	\$ 1,565,015	\$ 2,817,229	\$ 113,300	\$ 230,200	\$ 31,520	\$ 7,587,261	\$ 29,413,688
Appropriations and Transfers Out											
City-Wide	\$ 181,830	\$ -	\$ -	\$ 402,000	\$ -	\$ 2,817,229	\$ -	\$ -	\$ 27,000	\$ -	\$ 3,428,059
Mayor/Board	165,803	-	-	-	-	-	-	-	-	-	165,803
City Administration	895,012	-	-	42,800	-	-	113,300	-	-	-	1,051,112
Police Department	6,034,619	-	-	189,265	90,518	-	-	-	-	-	6,314,401
Finance	517,491	-	-	2,200	-	-	-	-	4,520	6,046,388	6,570,599
Law	128,344	-	-	-	-	-	-	-	-	-	128,344
Municipal Court	298,962	-	-	-	-	-	-	-	-	-	298,962
Public Works	2,220,718	-	2,194,500	1,110,000	-	-	-	230,200	-	1,540,873	7,296,291
Community Development	1,080,129	-	-	35,000	-	-	-	-	-	-	1,115,129
Parks & Recreation	-	1,420,492	-	-	-	-	-	-	-	-	1,420,492
Total Appropriations	11,522,908	1,420,492	2,194,500	1,781,265	90,518	2,817,229	113,300	230,200	31,520	7,587,261	27,789,191
Transfer to other funds	150,000	-	-	-	1,474,497	-	-	-	-	-	1,624,497
Total Appropriations and transfers out	11,672,908	1,420,492	2,194,500	1,781,265	1,565,015	2,817,229	113,300	230,200	31,520	7,587,261	29,413,688
Revenues over (under) budgeted appropriations	1	(225,269)	(377,760)	(763,265)	(1,115)	262,272	(58,300)	11,000	51,980	412,109	(688,346)
Fund balance appropriated	-	225,269	377,760	763,265	1,115	-	58,300	-	-	-	1,425,708
Revenues over (under) budgeted appropriations	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ 262,272	\$ -	\$ 11,000	\$ 51,980	\$ 412,109	\$ 737,362

ELECTED OFFICIALS

Raytown is governed by a ten-member Board of Aldermen, which meets in a regular business session on the first and third Tuesday of the month. The Mayor leads the Board and is elected on a citywide basis. Aldermen are elected by the residents of their respective Wards. The Mayor and the Aldermen serve for four-year terms with no term limitations.

MAYOR

Mike McDonough (April 2019)

BOARD OF ALDERMEN

WARD ONE

Greg Walters (April 2019)

Frank Hunt (April 2017)

WARD TWO

Jim Aziere (April 2019)

Jason Greene (April 2017)

WARD THREE

Janet Emerson (April 2019)

Ryan Myers (April 2017)

WARD FOUR

Mary Jane Van Buskirk (April 2019)

Bill Van Buskirk (April 2017)

WARD FIVE

Derek Ward (April 2019)

Bonnaye Mims (April 2017)

In addition to the Board of Aldermen and the Mayor, residents of Raytown elect the following positions:

ELECTED JUDGE

Traci Fann (April 2017)

ELECTED COLLECTOR

Kathie Schutte (April 2019)

These positions are elected at large and serve four-year terms with no term limitations.

APPOINTED OFFICIALS

The Mayor and Board appoint a City Administrator to handle the day to day administrative duties. The City Administrator is responsible for policy implementation, budget development and implementation, and other duties as assigned by the Mayor and the Board. The City Administrator also makes recommendations on the appointment of other key staff members, and is responsible for managing them.

CITY ADMINISTRATOR

Damon Hodges

ASSISTANT CITY ADMINISTRATOR & ECONOMIC DEVELOPMENT

Missy Wilson

CITY ATTORNEY

Lauber Municipal Law, L.L.C.

CITY PROSECUTOR

Ross Nigro

CITY CLERK

Teresa Henry

DIRECTOR OF COMMUNITY DEVELOPMENT

Ray Haydaripoor

DIRECTOR OF FINANCE

Russ Petry

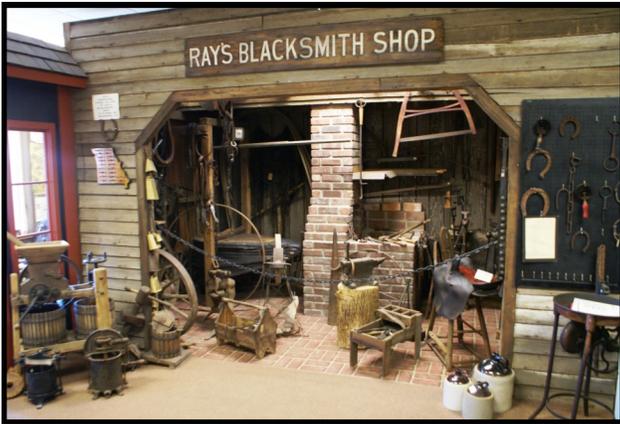
DIRECTOR OF PARKS

Dave Turner

DIRECTOR OF PUBLIC WORKS

Jose Leon

A Brief History of Raytown, Missouri



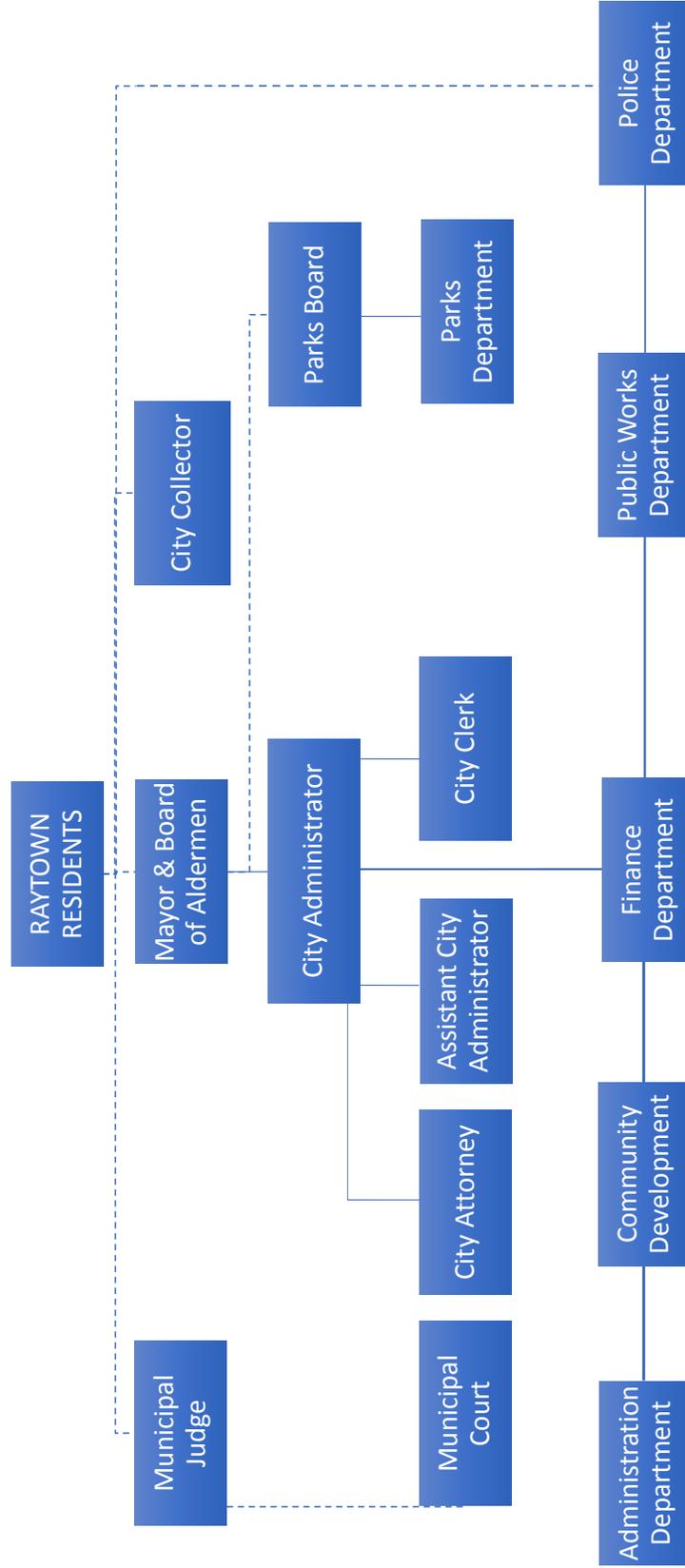
The state of Missouri was admitted to the Union in 1821. At this time, Jackson County was not part of the state, but the treaty of 1826 added this land at a cost of \$800.00. Townships were surveyed in 1826, and in 1827 the county was formed and named for our seventh president, Andrew Jackson. The land in township 49 was accidentally not put up for sale and was therefore referred to as "The Lost Township." Families lived

there, however, and were known as "squatters" since they did not own the land. After a survey in 1843, the land was sold and the "squatters" became landowners. The opening of the Santa Fe Trail increased the number of people coming into the township, as this area was the final "jumping off" point for settlers and adventurers heading west. Cattle, oxen, fruits and vegetables were purchased from the farmers already in the area. Soon blacksmiths, wagon makers and iron workers were coming from the east to add their much-needed skills to the growing number of wagon trains.

William Ray, born in Butler County, Ohio, in 1808 was a blacksmith who moved to Jackson County around 1848 and established his shop right on the Santa Fe Trail. His wife, Nancy, and their seven children accompanied him. Nancy died in 1849, probably during a severe cholera epidemic, and William then married a widowed mother of seven children, Ailcy Dealy Prine Hocker. William and Ailcy then added five children of their own to the family. By 1860, William Ray's blacksmith shop was well established on what is now the intersection of 63rd & Raytown Road. He purchased the seven acres of land for \$72.16. At this time, the citizens of the area began clamoring for more and better roads to Kansas City and Independence where the major markets for their goods existed. The following appears in the Jackson County Court minutes, Book B, page 98, February, 1860, Order 929.66.S. Davenport Petition: "The Undersigned your petitioners would respectfully represent that they, as well as many citizens of the county are much grieved and bothered for the want of a county road leading from their neighborhood in the direction of Independence. They therefore, pray your honors to appoint commissioners to lay out a county road from William Ray's shop on the Santa fee (sic) road in a southerly direction, crossing Little Blue at the Rockford (sic) and intersecting the high grove road near Abraham Chrisman...."

The commissioners were appointed and consequently laid out and approved what is now Raytown Road. William Ray's shop, therefore, became a geographic landmark and is mentioned twenty-seven times in the next fourteen months of county court proceedings. William Ray himself appears to have been something of a landmark also, for by 1858, his neighbors were referring to the town as "Ray's Town," and eventually, "Raytown." Henry Ray describes his grandfather as a "quiet person with dark hair and blue eyes, stocky build, and a little over medium height." William Ray and his family moved to Oregon to be with his married children. He died on August 18, 1874. A marker today stands on the site of his blacksmith shop in his memory.

City Organizational Chart



BUDGET STRUCTURE AND POLICIES

FUND STRUCTURE

The City budget is divided into 10 different funds which fall into two broad categories:

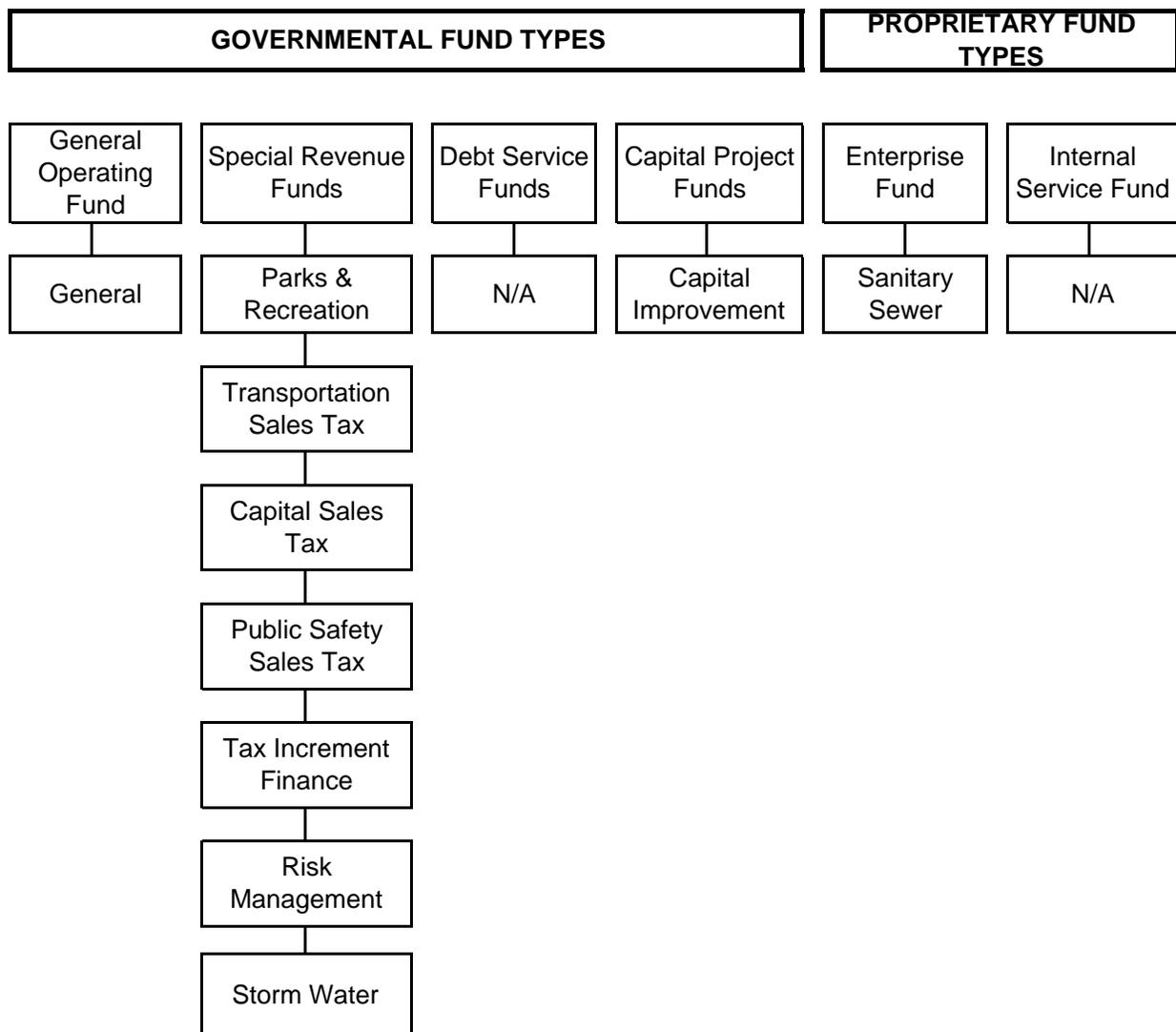
For information on the City's non-budgeted funds, go to the Budget Policies section of this document.

Governmental Fund Types

Governmental Funds are those which rely on taxes or for support and include the General Fund, the Special Revenue Funds, the Debt Service Funds, and the Capital Project Funds.

Proprietary Fund Types

Proprietary Funds rely on user charges for support and include the Enterprise Fund, and the Internal Services Funds. The Enterprise Fund provides services to and collect fees from the general public. The Internal Services Fund provide services to and collect fees from City departments that are directly benefitted.



Listing of Budgeted Funds and their purpose

General Fund

Used to account for all financial resources applicable to the general operations of City government, which are not accounted for in other funds. All general operation revenues, which are not restricted or designated as to use by outside sources, are recorded in the General Fund

Special Revenue Funds

Park- Used to account for all activities in the Parks Department.

Transportation Sales Tax- Used to account for the voter-approved sales tax for the maintenance and construction of City streets, and the design and coordination of citywide public projects.

Capital Sales Tax- Used to account for the voter-approved sales tax for the maintenance and construction of capital projects.

Public Safety Sales Tax- Used to account for the voter-approved sales tax for the public safety.

Tax Increment Finance- Used to account for all TIF projects.

Risk Management- Used to account for all insurance related expenses not directly attributable to any one department or fund.

Storm Water- Used to account for voter-approved sales tax for maintenance and improvements for City storm water.

Capital Project Funds

Capital Improvement Projects- Used to account for the revenues and expenditures paid for maintaining and improving the City's streets and storm sewer system.

Enterprise Funds

Sanitary Sewer- Used to account for the revenues and expenses resulting from operation of the sanitary sewer system.

Non-Budgeted Funds

Only appropriated funds will be deliberated in this document. The City maintains several other funds that are not required to be appropriated annually. These funds are disclosed here. More information about these funds can be found in the City's Annual Financial Statements.

Trust & Agency Funds

Civilian Pension- Used to account for the revenues and expenditures of the Civilian Pension Fund.

Police Pension- Used to account for the revenues and expenditures of the Police Pension Fund.

350 Highway TDD- Used to administer and track revenue and expenses for 350 Hwy TDD.

Fiscal Policies

Purpose: Raytown has an important responsibility to its citizens to carefully account for public funds, to manage municipal finances wisely and to plan the adequate funding of services and facilities desired and needed by the public.

Our purpose in establishing a formal set of fiscal policies is to ensure that the public's trust is upheld. By adopting a set of fiscal policies, the City will be establishing the framework under which it will conduct its fiscal affairs, ensuring that it is and will continue to be capable of funding and providing outstanding local government services.

Our fiscal policy has specific objectives designed to ensure our continued fiscal well-being. These objectives are:

- 1.) To protect the governing body's policy-making ability by ensuring that important policy decisions are not controlled by financial problems or emergencies.
- 2.) To enhance the City's policy making ability by providing accurate information on program and operating costs.
- 3.) To assist in sound management of the City government by providing accurate and timely information on current and anticipated financial conditions.
- 4.) To provide sound principles to guide the important decisions of the City, which have significant fiscal impact.
- 5.) To set forth operational principles, which minimize the cost and financial risk of the City consistent with the services, desired by the public.
- 6.) To employ revenue policies, which prevent undue or unbalanced reliance on any one source which distribute the cost of services fairly, and which provide adequate funds to operate desired programs.
- 7.) To provide and maintain essential public facilities, utilities, infrastructure and capital (physical) plant.
- 8.) To protect and enhance the City's credit rating.
- 9.) To insure the legal use of all City funds through efficient systems of financial security and internal controls.

I. Revenue Policy

1. A diversified and stable revenue system will be maintained to shelter the City from short run fluctuations in any one revenue source.
2. Each existing and potential revenue source will be re-examined annually to ensure that they are kept current.
3. One-time revenues will be used only for one-time expenditures. The City will avoid using temporary revenues to fund mainstream operational services.
4. All revenue forecast shall be conservative.

5. All City funds shall be (a) safely invested, (b) with a sufficient level of liquidity to meet cash flow needs, and (c) invested at the maximum yield possible consistent with our debt policy. One hundred percent (100%) of all idle cash will be continuously invested.
6. The General Fund will develop and maintain a seventeen percent (17%) cash flow reserve where practicable. The Public Safety Sales Tax Fund will maintain fifteen percent (15%) operating expense cash reserve as identified in the election process. All other tax funds and the sewer fund will maintain a five percent (5%) cash flow reserve where practicable.

II. Operating Budget Policy

1. The City shall maintain a balanced budget. This means that all operating expenses shall not exceed operating revenues and appropriated fund balance in the recommended budget. Any one-time revenue source, such as under spending or fund balance, shall only be used for one-time expenses that do not add to the fixed operating cost.
2. Regular reports comparing actual to budgeted expenditures are available to each department from the Financial Management System to keep them abreast of the City's expenditures.
3. Before the City undertakes any agreements that create fixed cost, the cost implications, both operating and capital, of such agreements will be fully determined for the current and future years.
4. Estimates of all non-salary benefits, such as social security, pension, and insurance, and their impact on future budgets shall be annually assessed.
5. Cost analysis of salary increases will include the effect of such increases on the City share of related fringe benefits.
6. All salaries will be annualized, and all salary increases will be annualized for budget purposes regardless of when the increase is given.

III. Capital Improvements

1. The City will determine and use the most effective and efficient method for financing all new capital projects.
2. The City will develop and maintain a five (5) year Capital Improvements Plan (CIP).

IV. Accounting Policy

1. The City will maintain high standards of accounting by following Generally Accepted Accounting Principles, (GAAP) in accordance with the standards developed by the Government Accounting Standards Board (GASB) and endorsed by the Government Finance Officers Association (GFOA).
2. An independent annual audit will be performed by a public accounting firm who will issue an official opinion on the annual financial statements and a management letter detailing areas that need improvement.
3. Full disclosure will be provided in the financial statements and bond representations.

4. Financial systems will be maintained to monitor expenditures and revenues on a monthly basis, with a thorough analysis and adjustment.
5. The accounting system will provide monthly information about cash positions and investment performances.
6. The City will annually submit documentation to obtain the Certificate of Achievement for Excellence in Financial Reporting from the GFOA.

V. Debt Policy

1. Capital projects, financed through bond proceeds, shall be financed for a period not to exceed the useful life of the project.
2. Long-term borrowing will be confined to capital improvements too large for current operating and one-time revenues.

Summary of Significant Accounting Principals

The general-purpose financial statements of the City are prepared in conformity with Generally Accepted Accounting Principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The following is a summary of the City's significant accounting policies.

Reporting Entity

As required by GAAP, the City's general-purpose financial statements include the transactions of all funds of the City and its component units.

Basis of Presentation

The accounts of the City are organized on the fund basis, each fund is considered to be a separate accounting entity.

The operations of each fund are accounted for by providing a separate set of self-balancing accounts, which comprise its assets, deferred outflows, liabilities, deferred inflows, equities, revenues and expenditures or expenses. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped by type in the general-purpose financial statements.

The following fund types and account groups are used by the City:

Governmental Fund Types

Governmental Funds are those funds through which most governmental functions of the City are financed. The acquisition, use and balances of the City's expendable financial resources and the related liabilities (other than those in proprietary funds) are accounted for through governmental funds. The measurement focus is upon determination of changes in financial position.

The following are the City's governmental fund types:

The General Fund is the principal fund of the City and accounts for all financial transactions not accounted for in other funds. The general operating expenditures, fixed charges and capital improvement costs that are not paid through other funds are financed through revenues received by the General Fund.

Special Revenue Funds are operating funds used to account for certain property taxes, grant funds and other special revenues legally restricted for specific purpose.

Debt Service Funds are used to account for the accumulation of resources for, and the payment of, principal, interest and other related costs of the City's general long-term debt.

Capital Project Funds are used to account for financial resources designated to construct general fixed assets that, by their nature, may require more than one budgetary cycle for completion.

Proprietary Fund Types

Proprietary Funds are those in which the measurement focus is upon determination of net income. The City's proprietary funds include an Enterprise Fund and Internal Service Funds.

Enterprise Fund is used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the cost (expenses, including depreciation) of providing the goods or services to the general public on a continuing basis be financed or recovered through user charges, or where the periodic determination of net income is deemed appropriate.

Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, on a cost-reimbursement basis.

Fiduciary Fund Types

Fiduciary Funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations or other governmental units and/or other funds.

Expendable Trust and Agency Funds - Expendable Trust Funds are accounted for in essentially the same manner as Governmental Funds. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

Nonexpendable and Pension Trust Funds are accounted for in essentially the same manner as Proprietary Funds.

Basis of Accounting

Basis of accounting refers to when revenues, expenses, transfers and the related assets and liabilities are recognized in the accounts and reported in the general-purpose financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All Governmental, Expendable Trust and Agency Funds utilize the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (e.g., when they become both measurable and available). Measurable means the amount of the transaction that can be determined and available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Application of the "susceptibility to accrual" criteria requires judgement, consideration of the materiality of the item in question, and due regard for the practicality of accrual, as well as consistency in application.

Significant revenues, which are considered susceptible to accrual, include property, sales and other related taxes, interest and certain State and Federal grants and entitlements. Certain revenues, which are measurable and susceptible to accrual, but not yet available, are reported as deferred revenue and recognized as revenue when collected. Licenses and permits, fines and forfeitures, and miscellaneous revenues are recorded as revenues when received in cash because they are not measurable until actually received.

Under the modified accrual basis of accounting, expenditures are recognized in the accounting period in which the related fund liability is incurred except for interest on long-term debt, which is recognized when due, and prepaid expenses, which are not recorded. Encumbrances are not recognized as expenditures; however, open encumbrances are reported as reservations of fund balance since the commitments will be honored in subsequent years.

The accrual basis of accounting is utilized by the Enterprise Fund, the Internal Service Funds, the Nonexpendable Trust Fund and the Pension Trust Fund. Under this basis of accounting, revenues are recognized when earned and expenses are recorded when liabilities are incurred.

Unencumbered appropriations lapse at the end of the fiscal year. Appropriations in the Governmental Fund Types are charged as encumbrances when commitments are made. Fund balances are reserved for outstanding encumbrances, which serve as authorization for expenditures in the subsequent year.

Under state law, control of budget appropriations is exercised at the fund level.

The Budget Cycle

An annual budget prepared under the modified accrual basis of accounting (except that the encumbrances are treated as expenditures for budget purposes) is adopted in October prior to the beginning of each fiscal year for all budgeted Governmental Fund Types.

Pursuant to State Law, the City Administrator must submit a balanced recommended budget to the Board of Alderman no later than October 1st every year. The budget must include a complete financial plan for all City funds and activities subject to appropriation, including proposed tax rates, an estimate of all income and revenue and all proposed expenditures for current operations, debt service, and capital expenses.

The City Administrator submits the recommended budget to the Board of Alderman in accordance with City policies and ordinances and State law. The budget document must include: a budget message outlining the fiscal policy of the government; detailed budgets estimate of revenues and expenditures by fund; and Appropriation and Tax Levy Ordinances.

The City performs the following procedures for establishing the budget:

June, July, and August

Budget Package Preparation

Each year, the budget staff gathers all the necessary information for the Departments to begin their budget request. This information includes an analysis of the previous year's spending, a detail of each budgeted employee and their associated costs, the formatted budget sheets for each line item, a Departmental Overview with current goals, objectives, performance measures, and all necessary fiscal information.

Department Budget Request

Once the budget packages are assembled and delivered, the Departments then begin the task of quantifying their budget needs for the upcoming fiscal year. Departments should start by reviewing their goals and objectives and updating them where needed. The Departments then begin to assemble the information necessary to make their budget requests.

Department Budget Request Review

Once the budget requests are submitted, the budget staff begins to review the request and compile a preliminary budget based on request.

Administrative Budget Review

Once the budget staff has made recommendations to the City Administrator, the departments are given one more opportunity to discuss their request and the budget staff's recommendation. Once these hearings have occurred, the budget staff will complete the recommended budget per the revisions of the City Administrator.

Recommended Budget Submitted

The City Administrator will present the recommended budget to the Audit and Finance Committee on or before August 15.

September**The Audit and Finance Committee and Board of Aldermen Review and Administrative Adjustments**

Once the Administrator has made recommendations and initial adjustments, the Documents will be distributed to the Audit and Finance Committee for review and comment. The Audit and Finance Committee will hold Budget Hearings, and request Department Heads to review their specific budget in detail at their discretion. Once this review has occurred, the Board of Alderman will make any last revisions they deem necessary before the documents are submitted for final adoption.

October**Alderman Review, Public Comment, and Adoption**

The Board must approve the budget no later than October 31.

Budget Management Policies

Purpose:

Our purpose in establishing a formal set of budget policies is to ensure that the public's trust is upheld. These policies will serve as a blueprint to achieve fiscal stability required to accomplish the City's policy goals and objectives.

Relationship to Overall City Goals and Objectives:

The City will develop a mission statement, strategic plan, and conforming goals for the successful development and maintenance of our fiscal management policy. The finances of the City should be the vehicle by which the goals and objectives are obtained, not driven. This philosophy will help ensure that the City remains financially viable well into the future.

In addition, the City as an institution has multiple partners including citizens, taxpayers, businesses, employees, and other governments. As a major institutional, economic and service force in the region, it is important that the City strengthen its relationships with its partners by adopting clear and comprehensive financial policies.

Objectives:

- To guide in policy decisions which have a significant fiscal impact.
- To set forth operating principles which minimize the cost of government and reduces financial risk.
- To employ balanced and fair revenue policies that provide adequate funding for desired programs.
- To maintain appropriate financial capacity for present and future needs.
- To promote sound financial management by providing accurate and timely information on financial conditions.
- To protect and enhance the City's credit rating and prevent any default on any debt.
- To ensure the legal use of financial resources through an effective system of internal controls.
- To promote cooperation with other governments and the private sector in the financing and delivery of services.

Budget Policy:

This policy complies with the Local Budget Law of Missouri as outlined in Chapter 50 RSMo, and for the preparation, recommendation, consideration, adoption, execution, and audit of Raytown's annual budget.

Scope- This policy applies to all departments, Agencies or Divisions within Raytown.

Guideline- Annually, the Board of Alderman has the authority and the responsibility to adopt the City Administrator's recommended budget approving the use of public funds for the operation of all City activities. Raytown's fiscal year runs from November first through October thirty-first.

Preparation- The City Administrator shall present a recommended budget for the Board of Alderman's consideration no later than October 1st each year.

Balanced Budget- The City Administrator shall present a balanced budget. This means that all operating expenses shall not exceed operating revenues and appropriated fund balance in the recommended budget. Any one-time revenue source, such as under spending or fund balance, shall only be used for one-time expenses that do not add to the fixed operating cost.

Budget Transfers and Amendments- The Department Head is authorized to transfer up to \$1,500 from any one-line item under their control to any other line item under their control within any fiscal year. The Finance Director is authorized to transfer an additional \$1,000 from any one-line item to any other line item that a Department Head has already exceeded if the Finance Director deems it appropriate. The City Administrator is authorized to transfer an additional \$1,500 from any one-line item to any other line item that the Finance Director has already exceeded if the City Administrator deems it appropriate. The Board of Alderman must approve any transfer from any one-line item to another line item for more than \$4,000. For purposes of this policy, a line item is a Fund, a Department, and an Object Code.

Fund Balance- The recommended budget was developed with the idea of creating a cash flow reserve as a designation within fund balance to begin to rebuild necessary cash flows for operations within all major funds.

Capital Improvement Budget and Five-Year Plan- The City Administrator will work with the Board of Alderman to create an initial five-year Capital Improvement Plan (CIP) to determine what the true capital needs of the City are today and into the future. The CIP shall be adequate to maintain capital assets at a level sufficient to protect infrastructure and minimize future maintenance and replacement costs. The CIP, once adopted, will be reviewed and updated annually prior to the adoption of the annual budget. The CIP plan will identify ongoing operating requirements associated with each capital project. If a capital request is approved during the budget process, the operating budget will reside in the appropriate department assigned to oversee the project (e.g. Public Works Facilities for building improvements, EMS for Medical Equipment improvements, etc.). Capital project budgets will include all expenses associated with the completion of the project.

Position Control- The recommended budget shall include a total number of recommended permanent full-time equivalent (FTE) positions by classification.

GENERAL FUND

Consolidated Department Expense

Police	2017-18 Actual	2018-19 Budget	2019-20 Budget
Capital Sales Tax	\$ 152,865	\$ 184,700	\$ 189,265
Public Safety Sales Tax	1,225,559	\$1,630,471	1,565,015
General Fund	4,263,579	4,020,481	4,560,122
Total	\$ 5,642,003	\$ 5,835,652	\$ 6,314,401
Difference from Previous Year	-27.22%	3.43%	8.20%
Public Works	2017-18 Actual	2018-19 Budget	2019-20 Budget
Capital Sales Tax	\$ 397,561	\$ 869,000	\$ 610,000
Transportation Sales Tax	2,453,207	1,933,000	\$2,194,500
General Fund	1,819,243	2,160,418	2,220,718
Total	\$ 4,670,011	\$ 4,962,418	\$ 5,025,218
Difference from Previous Year	-0.85%	18.34%	1.27%
Community Development	2017-18 Actual	2018-19 Budget	2019-20 Budget
Capital Sales Tax	\$ 27,200	\$ 35,000	\$ 35,000
General Fund	737,318	855,693	1,080,129
Total	\$ 764,518	\$ 890,693	\$ 1,115,129
Difference from Previous Year	10.46%	-6.90%	25.20%
Finance	2017-18 Actual	2018-19 Budget	2019-20 Budget
Capital Sales Tax	\$ 2,220	\$ 2,200	\$ 2,200
General Fund	453,736	498,159	517,491
Total	\$ 455,956	\$ 500,359	\$ 519,691
Difference from Previous Year	-45.74%	-34.09%	3.86%
Administration	2017-18 Actual	2018-19 Budget	2019-20 Budget
Capital Sales Tax	\$ 36,852	\$ 45,000	\$ 42,800
General Fund	633,860	772,941	895,012
Total	\$ 670,712	\$ 817,941	\$ 937,812
Difference from Previous Year	-3.75%	-2.95%	14.66%
Court	2017-18 Actual	2018-19 Budget	2019-20 Budget
Capital Sales Tax	\$ -	\$ -	\$ -
General Fund	317,569	338,374	298,962
Total	\$ 317,569	\$ 338,374	\$ 298,962
Difference from Previous Year	-0.08%	-4.83%	-11.65%

Consolidated Department Expense

LAW	2017-18 Actual	2018-19 Budget	2019-20 Budget
Capital Sales Tax	\$ -	\$ -	\$ -
General Fund	121,780	127,920	128,344
Total	\$ 121,780	\$ 127,920	\$ 128,344
Difference from Previous Year	11.96%	12.95%	0.33%
City Wide	2017-18 Actual	2018-19 Budget	2019-20 Budget
Capital Sales Tax	-	117,000	285,000
General Fund	\$ 233,470	\$ 162,777	\$ 331,830
Total	\$ 233,470	\$ 279,777	\$ 616,830
Difference from Previous Year	-5.59%	-37.00%	120.47%
Governing Body	2017-18 Actual	2018-19 Budget	2019-20 Budget
General Fund	\$ 247,606	\$ 267,148	\$ 165,803
Total	\$ 247,606	\$ 267,148	\$ 165,803
Difference from Previous Year	200.35%	138.11%	-37.94%
All Funds Consolidated	2017-18 Actual	2018-19 Budget	2019-20 Budget
General Fund	\$ 8,828,161	\$ 9,203,910	\$ 10,198,411
Capital Sales Tax Fund	616,698	1,252,900	1,164,265
Public Safety Sales Tax Fund	1,225,559	1,630,471	1,565,015
Transportation Sales Tax	2,453,207	1,933,000	2,194,500
Storm Water Fund	211,365	262,206	230,200
Sewer Fund	6,521,061	7,551,594	7,587,261
Total All Funds	\$ 19,856,051	\$ 21,834,081	\$ 22,939,651
Difference from Previous Year	-8.73%	9.96%	5.06%
Transfers Out	2017-18 Actual	2018-19 Budget	2019-20 Budget
Public Safety Sales Tax to General Fund	\$ -	\$ 1,630,471	\$ 1,565,015
General Fund - City Wide to Stormwater Fund	150,000	150,000	150,000
General Fund - City Wide to TIF Fund	-	-	-
Total	\$ 150,000	\$ 1,780,471	\$ 1,715,015
Difference from Previous Year	100.00%	837.09%	-3.68%

SUMMARY OF REVENUES AND EXPENDITURES AND FUND BALANCE
GENERAL FUND

	2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
Total Revenues	\$11,153,020	12,491,062	12,276,715	\$11,672,909
Percentage Change	-9.74%	12.00%	-1.72%	-4.92%
Total Expenditures	9,999,537	12,925,240	9,203,910	11,672,908
Percentage Change	-23.97%	29.26%	-28.79%	26.83%
Revenues over (under) Expenditures	<u>1,153,483</u>	<u>(434,178)</u>	<u>3,072,805</u>	<u>1</u>
Fund Balance Appropriated	<u>-</u>	<u>434,178</u>	<u>-</u>	<u>-</u>
Revenues and Fund Balance Appropriated Over (Under) Expenditures	<u><u>\$1,153,483</u></u>	<u><u>\$0</u></u>	<u><u>\$3,072,805</u></u>	<u><u>\$1</u></u>
Fund Balance				
Unrestricted Fund Balance	\$3,590,471	\$4,309,776	\$4,309,776	\$7,382,582
Percentage Change	21.25%	20.03%	0.00%	71.30%
Nonspendable Fund Balance	\$1,505,754	\$1,505,754	\$1,505,754	\$1,505,754
17% Reserved Fund Balance	\$0	\$0	\$0	\$0
Total Fund Balance	<u><u>\$6,249,708</u></u>	<u><u>\$5,815,530</u></u>	<u><u>8,888,335</u></u>	<u><u>8,888,336</u></u>
Percentage Change	6.08%	-6.95%	52.84%	0.00%

City of Raytown Fiscal Year 2019 Annual Budget

Detailed Summary of General Fund Revenues

		2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
FUND: General					
Property Taxes					
Real Estate (Property) Tax	101-00-00-100-41101	\$ 820,776	\$ 828,000	\$ 825,000	\$ 1,103,332
Personal Property Tax	101-00-00-100-41102	192,614	208,000	208,000	180,000
Delinquent Real Estate Taxes	101-00-00-100-41104	27,847	28,000	26,000	27,000
Penalties	101-00-00-100-41105	20,123	18,000	18,000	18,000
Railroad & Utilities Tax	101-00-00-100-41107	43,387	41,000	39,750	44,000
(Real Estate) Replacement Tax	101-00-00-100-41108	42,603	43,000	52,110	43,000
Circuit Breaker Refund	101-00-00-100-41110	(3,419)	(4,000)	(4,000)	(3,400)
Delinquent Property Tax Revenue	101-00-00-100-41111	19,548	20,000	20,000	20,000
Total Property Tax		1,163,479	1,182,000	1,184,860	1,431,932
Franchise Taxes					
Franchise Tax - Cable	101-00-00-100-41401	300,419	295,000	281,000	300,000
Franchise Tax - Gas Service	101-00-00-100-41402	797,521	750,000	814,000	810,000
Franchise Tax - Electric	101-00-00-100-41403	2,086,114	1,950,000	1,933,000	2,090,000
Franchise Tax - Telecomm.	101-00-00-100-41405	566,454	590,000	453,000	462,000
Franchise Tax - Fiber	101-00-00-100-41406	62,208	50,000	60,000	60,000
Total Franchise Tax		3,812,716	3,635,000	3,541,000	3,722,000
General Sales Tax					
Sales Tax	101-00-00-100-41201	3,313,178	3,300,000	3,283,500	3,300,000
TIF - EATS	101-00-00-001-41206	(653,733)	(661,000)	(695,200)	(661,000)
Total General Sales Tax		2,659,445	2,639,000	2,588,300	2,639,000
Other Taxes					
Cigarette Tax	101-00-00-100-41301	66,715	65,000	64,600	70,000
Gasoline Sales Tax	101-00-00-100-43201	790,745	770,000	787,000	800,000
Motor Vehicle Sales Tax	101-00-00-100-43202	268,307	265,000	257,330	280,000
Motor Vehicle Fee Increases	101-00-00-100-43203	132,183	133,000	126,000	130,000
Intangible Tax(FIT)	101-00-00-100-43204	6,472	7,000	4,100	6,000
Total Other Taxes		1,264,422	1,240,000	1,239,030	1,286,000
Municipal Court Receipts					
Fines & Forfeitures	101-52-00-100-45101	357,471	400,000	223,000	360,000
Crime Victims Comp	101-52-00-100-45121	648	800	495	800
Police Training	101-52-00-100-45122	3,334	4,000	2,700	4,000
Court Training	101-52-00-100-45123	-	2,000	-	2,000
POST Training	101-52-00-100-45124	2,335	-	-	-
DWI Recoupment Fees	101-52-00-100-45125	975	750	275	750
Prisoner Detainee Fees	101-52-00-100-45126	3,204	4,000	2,500	4,000
Total Municipal Court Receipts		367,967	411,550	228,970	371,550
Grants					
Emergency Mgmt. Perf. Grant	101-32-00-309-43101	11,523	-	-	-
Federal Grants- Bullet Proof Vest	101-32-00-310-43101	-	9,000	6,000	4,500
Project Lifesaver Revenues	101-32-00-316-43510	-	4,000	-	-
Hazardous Moving Grant	101-32-00-701-43101	2,225	-	2,200	2,250
Youth Alcohol Grant	101-32-00-703-43101	106	500	300	400
Click It or Ticket Grant	101-32-00-704-43101	791	300	400	750
Youth Seatbelt Grant	101-32-00-705-43101	800	800	800	800
DWI Enforcement Grant	101-32-00-706-43101	274	600	300	1,200
Drive Sober Grant	101-32-00-707-43101	-	400	400	400
State Grant	101-32-00-716-43000	398	-	-	-
Local Grant	101-72-00-751-43050	2,269	4,000	500	-
Total Grants		18,386	19,600	10,900	10,300
Service Charges					
Filing Fees	101-00-00-100-42131	-	210	470	200
TDD Administration Fee	101-00-00-100-46407	780	700	745	700
Bus Passes	101-00-00-100-46801	26	30	30	30
Public Records Request	101-22-00-100-44401	499	250	1,100	500
Election Poll Rental	101-22-00-100-44402	160	160	310	150
Police Reports	101-32-00-100-44221	8,842	8,000	7,420	8,800
Fingerprint Fees	101-32-00-000-44400	660	200	20	200
Credit Card Processing Fee	101-42-00-000-42122	97	400	-	100

City of Raytown Fiscal Year 2019 Annual Budget

Detailed Summary of General Fund Revenues

		2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
Credit Card Processing Fee	101-52-00-000-42122	(6)	500	530	500
Credit Card Processing Fee	101-82-00-000-42122	(181)	-	(57)	-
Ambulance Fee	101-72-00-100-44201	1,084,581	1,100,000	1,078,800	-
Ambulance Fee Collections	101-72-00-100-44206	40,381	10,000	11,800	10,000
MOEMSAC Reimbursement	101-72-00-100-44207	-	-	-	-
Ambulance Refunds	101-72-00-100-44208	(171)	(6,000)	-	-
Medical Records	101-72-00-100-44211	1,024	-	465	200
EMS Class Dues	101-72-00-702-44210	42,411	-	(70)	-
B & Z book fee	101-82-00-100-42142	3,076	3,000	3,000	3,000
Weed Mowing	101-82-00-100-44103	82,070	20,000	50,000	80,000
Impound Fees	101-82-00-100-44202	28,011	26,000	25,000	30,000
Total Service Charges		1,292,260	1,163,450	1,179,563	134,380
<u>Licenses & Permits</u>					
Liquor Permits/Licenses	101-00-00-100-42201	19,454	18,000	19,000	19,000
Occupational Licenses	101-00-00-100-42211	239,945	205,000	210,000	250,000
Occupational License Penalty	101-00-00-100-42212	9,847	9,000	9,000	10,000
Animal Licenses	101-00-00-100-42301	11,707	7,000	10,000	11,000
Misc. Permits / Licenses	101-22-00-100-42111	450	200	200	400
Right of Way Permits	101-62-00-100-42161	27,432	25,000	25,000	27,000
Rezoning & Variance Fees	101-82-00-100-42141	2,298	-	1,000	1,000
Building Permits	101-82-00-100-42101	100,077	60,000	65,000	100,000
Misc. Permits / Licenses	101-82-00-100-42111	16,925	22,000	18,000	18,000
Master's (Electrical/Plumber)	101-82-00-100-42221	7,615	8,000	7,500	7,700
Total Licenses & Permits		435,750	354,200	364,700	444,100
<u>Miscellaneous</u>					
Raytown Fire District Fuel	101-00-00-100-43505	23,653	19,000	24,200	23,000
JC Collection Commission 1%	101-00-00-100-44107	-	-	-	-
Interest Earnings	101-00-00-100-46101	37,008	20,000	65,660	48,200
Investment Income	101-00-00-100-46102	31,405	15,000	42,680	42,800
Miscellaneous Revenue	101-00-00-100-46401	13,982	8,000	2,800	3,000
Debit Card Rebate Revenue	101-00-00-100-46403	1,882	2,500	1,250	1,800
Workers Comp Reimbursement	101-00-00-100-46404	888	-	2,990	-
Lease Income	101-00-00-100-46409	26,250	18,000	36,150	37,800
Court Ordered Restitution	101-00-00-100-46414	535	500	2,800	2,000
Returned Items	101-00-00-100-46501	35	-	-	-
Recycling Income	101-00-00-100-46601	1,828	500	250	500
Vending Machine	101-00-00-100-47116	20	-	-	-
Miscellaneous Revenue	101-32-00-100-46401	25	-	-	-
Miscellaneous Revenue	101-52-00-100-46401	184	200	50	50
Miscellaneous Revenue	101-62-00-100-46401	410	2,000	-	-
Miscellaneous Revenue	101-72-00-100-46401	486	-	-	-
Donations	101-72-00-100-47720	-	-	-	-
Total Miscellaneous		138,591	85,700	178,830	159,150
<u>One Time Revenues</u>					
Total One Time Revenues		-	-	-	-
<u>Transfer From Other Funds</u>					
Transfers in from sewer	101-00-00-100-49951	-	-	-	-
Transfer in from PS sales tax fund		-	1,760,562	1,760,562	1,474,497 *
Total Transfers in from Other Funds		-	1,760,562	1,760,562	1,474,497
<u>TOTAL GENERAL FUND REVENUE</u>		<u>\$ 11,153,016</u>	<u>\$ 12,491,062</u>	<u>\$ 12,276,715</u>	<u>\$ 11,672,909</u>

* Police personnel are budgeted in the General Fund. Personnel costs previously paid directly from the Public Safety Sales Tax Fund will be reflected as a transfer out in the Public Safety Sales Tax Fund and a transfer into the General Fund.

CITY WIDE

City Wide Budget

	2016-2017 Actual	2017-2018 Actual	2018-2019 Forecast	2019-2020 Budget
Expense Category				
Personnel Services	1,260	675	8,000	23,000
Supplies, Services, and Charges	93,471	82,795	128,067	158,830
Repairs & Maintenance				-
Utilities				-
Capital Expenditures				-
Debt Service				-
Operating Transfer	190,000	150,000	150,000	150,000
Total General Fund Request	284,731	233,470	286,067	331,830
			Request Increase (Decrease) from FY 19	45,753
			% change from FY 19	8.92%

* City Wide Personnel Services includes unemployment for all Departments

Expense Category

**19/20
Request**

<i>Personnel Services</i>		23,000
101-00-00-100-51201	Tuition Reimbursement	8,000
101-00-00-100-51219	Unemployment	15,000
<i>Supplies, Services, and Charges</i>		158,830
101-00-00-100-52200	Operating Supplies	3,500
	Employee Certificates	1,000
	ED/Public Affairs	2,500
101-00-00-100-52250	Professional Services	13,200
	Criminal Background Checks	3,000
	New Directions/EAP	2,700
	Drug Screening	7,500
101-00-00-100-53241	Printing & Promotions	30,300
	City Newsletter/Postage	20,000
	Advertising Open Positions	2,500
	Budget book	800
	City Wide Marketing	7,000
101-00-00-100-53301	Dues & Membership	18,790
	MARC Dues	11,500
	EJCBC	1,800
	Chamber Membership	1,600
	MML Dues	3,600
	RMSA Membership	250
	Sams Club	40
101-00-00-100-53500	Equipment	1,250
	Admin. Equipment	1,250
101-00-00-100-53563	Elections	40,000
101-00-00-100-53644	Computer Services	25,400
	Comcast	5,200
	Comcast/Channel7	800
	Offsite Backup Fee	1,400
	Upgrade CC terminals	9,000
	Livestreaming Meetings	9,000
101-00-00-100-53705	Meetings & Events	5,200
	Employee Breakfast/Lunch	700
	Employee Holiday Lunch	2,500
	Misc. Employee Events	2,000
101-00-00-100-53913	General Liability Insurance	21,190
	Repairs & Maintenance	-
	Utilities	-
	Capital Expenditures	-
	Debt Service	-
	Operating Transfer	150,000
101-00-00-100-59951	Operating Transfer	150,000
	Storm Water	150,000
	TIF	-
Total General Fund Request		331,830

GOVERNING BODY

General Fund Department Budgets

Governing Body Budget 2016-2017 Actual 2017-2018 Actual 2018-2019 Forecast 2019-2020 Budget

Expense Category				
Personnel Services	70,520	71,469	73,134	73,833
Supplies, Services, and Charges	78,094	176,137	186,179	91,970
Repairs & Maintenance	-	-	-	-
Utilities	-	-	-	-
Capital Expenditures	-	-	-	-
Debt Service	-	-	-	-
<hr/>				
Total General Fund Request	148,614	247,606	259,313	165,803

Request Increase (Decrease) from FY 19 (93,510)
 % change from FY 19 -35.00%

Personnel Summary - Full time Equivalents (FTE)				
Job Title	FY 18 Budget	FY 19 Request	FY 20 Request	Difference FY 19
Mayor	1.00	1.00	1.00	-
Alderman	10.00	10.00	10.00	-
	11.00	11.00	11.00	-

Expense Category		19/20 Request
<i>Personnel Services</i>		73,833
101-11-00-100-51101	Elected Officials	60,000
101-11-00-100-51225	FICA	5,233
101-11-00-100-51231	Auto Allowance	8,400
101-11-00-100-51240	Workers Compensation Insurance	200
<i>Supplies, Services, and Charges</i>		91,970
101-11-00-100-52200	Operating Supplies	3,500
	Committees-COA	500
	Committees-HRC	1,000
	Committees-Other	2,000
101-11-00-100-53241	Printing & Promotions	2,650
	Holiday Lighting	150
	Business Cards	400
	Community Events	2,100
101-11-00-100-53705	Meetings & Events	6,250
	Holiday Reception- Vol	2,750
	Chamber Gala	1,500
	Truman Heartland Gala	2,000
101-11-00-100-53711	Meals & Travel	1,000
	Legislative Meals	1,000
101-11-00-100-53913	General Liability Insurance	38,570
101-11-00-100-53999	Contractual Services	40,000
	City Wide Clean-up/coupons	40,000
<i>Repairs & Maintenance</i>		-
<i>Utilities</i>		-
<i>Capital Expenditures</i>		-
<i>Debt Service</i>		-
<i>Total General Fund Request</i>		165,803

ADMINISTRATION

Mission Statement:

To provide efficient and cost-effective alternatives for providing City services and satisfying community needs, and to provide for the general oversight and management of all city staff and programs. The City Administrator provides financial and operational accountability on behalf of the community in managing programs.

Key Services:

Daily operations, long-range planning, customer service, human resources, information technology, City Clerk, and economic development.

General Fund Department Budgets

Administration Budget 2016-2017 Actual 2017-2018 Actual 2018-2019 Forecast 2019-2020 Budget

Expense Category				
Personnel Services	591,748	558,942	624,451	760,037
Supplies, Services, and Charges	104,539	74,918	124,225	125,525
Repairs & Maintenance	-	-	2,750	2,750
Utilities	1,626	-	7,480	6,700
Capital Expenditures	-	-	-	-
Debt Service	-	-	-	-
<hr/>				
Total General Fund Request	697,912	633,860	758,906	895,012

Request Increase (Decrease) from FY 19 **136,106**
 % change from FY 19 **17.61%**

Personnel Summary - Full time Equivalents (FTE)				
Job Title	FY 18 Budget	FY 19 Request	FY 20 Request	Difference FY 19
City Administrator	1.00	1.00	1.00	-
City Clerk	1.00	1.00	1.00	-
Assistant City Administrator/E.D.	1.00	1.00	1.00	-
HR Manager	1.00	1.00	1.00	-
Public Information Officer	-	-	1.00	1.00
Sr. Admin Assistant	1.00	1.00	1.00	-
Sr. IS Coordinator	1.00	1.00	1.00	-
	6.00	6.00	7.00	-

Expense Category		19/20 Request
Personnel Services		760,037
101-22-00-100-51102	Civilian Employees	554,448
	Annual Salary	546,225
	COLA/Merit Increase	8,223
101-22-00-100-51111	Civilian Employees Overtime	2,000
101-22-00-100-51206	Life Insurance	1,026
101-22-00-100-51212	Civilian Pension- 401A Match	17,858
101-22-00-100-51214	Deferred Compensation- LAGERS	76,233
101-22-00-100-51215	Health Insurance	37,100
101-22-00-100-51218	Med Exp - HSA Contribution	4,500
101-22-00-100-51220	Dental	3,676
101-22-00-100-51221	Vision	349
101-22-00-100-51225	FICA	43,211
101-22-00-100-51231	Auto Allowance	8,400
101-22-00-100-51236	Ins Opt Out Incentive	9,000
101-22-00-100-51238	Phone Allowance	960
101-22-00-100-51240	Workers Compensation Insurance	1,275
Supplies, Services, and Charges		125,525
101-22-00-100-52101	Office Supplies	6,000
	Office Supplies HR/Risk Mgt	2,750
	General Office Supplies	1,000
	Copier Overages	2,250
101-22-00-100-52200	Operating Supplies	3,400
	Flowers/Illness/Death	500
	Ref Material, Leg. Updates	200
	News Subscription	200
	General Supplies	2,500
101-22-00-100-52250	Professional Services	22,720
	HR Support	720
	Computer Service Support	12,000
	Consulting	10,000
101-22-00-100-53101	Postage	360
	Monthly postage 30 x 12	360
101-22-00-100-53241	Printing & Promotions	2,000
	Advert. Public Hearings, bids, ct	1,000
	Business Cards	300
	Legislative Program Materials	200
	Printed Forms	500
101-22-00-100-53301	Dues & Membership	11,620
	MOCCFOA Membership	100
	ICMA Membership	1,500
	MCMA Membership	100
	MO EDC Membership	200
	ICSC Membership	9,000
	HR-CCOFOA - Western MO Du	20
	HR-IIMC	200
	HR-IPMA	200
	HR-SHRM	200
	IT-MSCE Membership	100

General Fund - Administration

101-22-00-100-53500	Equipment		4,530
	Admin. Equipment	750	
	Minor Equipment	500	
	Misc IT Equipment & Parts	3,000	
	Postage Machine Share	280	
101-22-00-100-53644	Computer Services		26,400
	Barracuda Email Archiving	4,000	
	Barracuda Spam Filt/Maint	2,800	
	Reventix Backup Maint Support	3,700	
	VIPRE Anti-Virus Server/Workst	2,000	
	Exchange Service Mobile Devi	600	
	Music Support	700	
	Hannbutt Support	4,000	
	Exchange SSL Certificate	600	
	Misc. Computer Svc	1,000	
	Avenet - Gov Office Website Su	2,000	
	Software Assurance	5,000	
101-22-00-100-53701	Education and Training		9,695
	Mo City Mngrs Conf	525	
	Misc. Seminars/Conf	3,720	
	IT-Windows Training	1,500	
	IT-SQL Training	1,000	
	HR Manager - CEU's/Local Serr	1,000	
	City Clerk - Training	1,000	
	Misc. Functions for Supervisors	500	
	IT-CBT Nugget	250	
	IT-Boison	200	
101-22-00-100-53705	Meetings & Events		5,000
	Goal Setting Session	4,800	
	Monthly Lunch/Developers/Offic	200	
101-22-00-100-53711	Meals & Travel		1,500
	Chamber lunches	1,500	
101-22-00-100-53812	Administrative Fee		350
	JACO Recording Fees	250	
	Notary/Bonds	100	
101-22-00-100-53913	General Liability Insurance		21,150
101-22-00-100-53999	Contractual Services		10,800
	Shredding	800	
	Codification	10,000	
	Repairs & Maintenance		2,750
101-22-00-100-52300	Repair & Maintenance Supplies		250
101-22-00-100-53600	Repair & Maintenance Services		2,500
	Utilities		6,700
101-22-00-100-53431	Telephone (hard lines)		4,700
101-22-00-100-53441	Mobile Phone & Pagers		2,000
	Cell Phones	2,000	
	Capital Expenditures		-
	Debt Service		-
	Total General Fund Request		895,012

POLICE

Mission Statement:

The mission of the Raytown Police Department is to provide and maintain a safe community by developing strong community partnerships and serving with professionalism, trust, and integrity.

Key Services:

The Raytown Police Department is responsible for the enforcement of all ordinances, laws and statutes of the City of Raytown, the State of Missouri, and the United States of America within the incorporated limits of the City of Raytown. The department strives for the preservation of peace and a cooperative effort with the entire community to prevent criminal activity through widely varied resources, including Patrol, Investigations, Crime Analytics, Detention, Property/Supply and Evidence, Records, and Communications.

Police Budget

2016-2017 Actual 2017-2018 Actual 2018-2019 Forecast 2019-2020 Budget

Expense Category				
Personnel Services	6,576,916	4,903,632	5,008,491	5,312,142
Supplies, Services, and Charges	774,840	464,639	329,426	582,995
Repairs & Maintenance	8,991	45,545	121,764	113,582
Utilities	20,061	21,997	32,015	25,900
Capital Expenditures	-	-	-	-
Debt Service	-	-	-	-
Total General Fund Request	7,380,808	5,435,814	5,491,696	6,034,619

Request Increase (Decrease) from FY 19 **542,923**
 % change from FY 19 **9.61%**

Personnel Summary - Full time Equivalents (FTE)					
Job Title	FY 17 Budget	FY 18 Budget	FY 19 Request	FY 20 Request	Difference FY 19
Admin. Assistant	2.00	2.00	2.00	2.00	-
Booking	-	-	-	3.00	3.00
Captain	4.00	4.00	4.00	4.00	-
Chief	1.00	1.00	1.00	1.00	-
Crime Analyst	1.00	1.00	1.00	1.00	-
Detective	8.00	5.00	5.00	5.00	-
Detective Sergeant	2.00	2.00	2.00	-	(2.00)
Detention Supervisor	1.00	1.00	1.00	1.00	-
Detention Technician	6.00	2.00	2.00	2.00	-
Dispatch Supervisor	1.00	1.00	1.00	1.00	-
Dispatcher	8.00	6.00	6.00	6.00	-
Major	2.00	1.00	1.00	1.00	-
Patrol Corporal	4.00	4.00	4.00	4.00	-
Patrol Officer	24.00	15.00	15.00	15.00	-
Patrol Sergeant	4.00	4.00	4.00	4.00	-
Property/Supply	1.00	1.00	1.00	1.00	-
Records Clerk	1.00	1.00	1.00	1.00	-
Training Sergeant	1.00	-	-	-	-
Special Investigations	2.00	-	-	2.00	2.00
Traffic Patrol	3.00	-	-	-	-
Traffic Sergeant	1.00	-	-	-	-
	77.00	51.00	51.00	54.00	3.00
Police Reserve	8.00	9.00	9.00	11.00	2.00

Note: Police are budgeted in Fund 101 for the 2020 budget. FTEs for 2018 have been revised for these reporting changes.

Expense Category		19/20 Request	
<i>Personnel Services</i>			5,312,142
101-32-00-100-51101	Elected Officials		-
		Annual Salary	
101-32-00-100-51102	Civilian Employees		821,943
		Annual Salary	811,133
		COLA/Merit Increase	10,810
101-32-00-100-51103	Commissioned Officers		2,078,136
		Annual Salary	2,039,405
		Step Increase	4,083
		COLA/Merit Increase	34,648
101-32-00-100-51104	Reserve Commissioned Officers		49,033
		Annual Salary	48,308
		COLA/Merit Increase	725
101-32-00-100-51106	Part Time Employees		1,554
		Annual Salary	1,531
		COLA/Merit Increase	23
101-32-00-100-51111	Civilian Employees Overtime		53,032
		Differential/Special	11,939
		Overtime	41,093
101-32-00-100-51112	Commissioned Officers Overtime		266,401
		Differential/Special	34,631
		Overtime	231,770
101-32-00-100-51206	Life Insurance		6,148
101-32-00-100-51212	Civilian Pension- 401A Match		52,106
101-32-00-100-51214	Deferred Compensation- LAGERS		317,547
101-32-00-100-51215	Health Insurance		529,512
101-32-00-100-51217	Commissioned Emp Pension		629,000
101-32-00-100-51218	Med Exp - HSA Contribution		48,000
101-32-00-100-51220	Dental		21,889
101-32-00-100-51221	Vision		4,801
101-32-00-100-51225	FICA		252,017
101-32-00-100-51232	Clothing Allowance		24,240
101-32-00-100-51236	Ins Opt Out Incentive		13,416
101-32-00-100-51238	Phone Allowance		1,440
101-32-00-100-51240	Workers Compensation Insurance		141,927
<i>Supplies, Services, and Charges</i>			582,995
101-32-00-100-52101	Office Supplies		8,250
		Property & Supply	8,250
101-32-00-100-52200	Operating Supplies		23,925
		Prisoner Care Items	200
		Misc Pouches & Vest Attachments	400
		Prisoner Meals	300
		First Aid Box Supplies	50
		Prop&Supp/AUSUGeneral Supplies	3,000
		Training Ammo	14,000
		Duty Ammo	2,000
		Detention Blankets & Towels	975
		Weapon Parts	3,000
101-32-00-100-52233	Uniforms		4,000
		Civilian & Sworn Uniforms	4,000

General Fund - Police

101-32-00-100-52250	Professional Services		45,684
		CMH & Lab Fees	5,000
		Major Investigations	2,000
		TLO Charges	1,100
		County Detention	14,500
		Hazardouse Waste Service	600
		Destructions (Shredding)	600
		Underground Vaults and Storage	900
		Microfilming (Casey's)	8,000
		Notary Renewal Grivno	100
		Medical Expense (Includes Drug screens)	2,484
		Personnel Costs	5,400
		Increase Jail Budget	5,000
101-32-00-100-53101	Postage		800
		Monthly Postage for Police 12 x	800
101-32-00-100-53241	Printing & Promotions		3,250
		Pub of Bid for Uniforms and Minor Equip	50
		Printed Forms	3,200
101-32-00-100-53301	Dues & Membership		3,140
		JCDTF Membership	100
		Sam Club	45
		Amazon	120
		IAPE	50
		Crime Stoppers	2,500
		MPCA	200
		Metro Chiefs and Sheriffs	125
101-32-00-100-53500	Equipment		8,423
		Civilian & Sworn Minor Equipment	2,500
		Copier Contract (lease)	5,600
		postage machine rental	323
101-32-00-100-53644	Computer Services		205,578
		Mules Connection	960
		IA pro / blue team support	2,450
		Global Maintenance	52,234
		Blue Peak (FTO & Skills Man)	1,200
		Barracuda Spam Renewal	850
		Livescan Maintenance	5,500
		SAFE Barcoding System (2 licenses-Cloud)	5,400
		MDL Network Support	105,600
		2 Officejet Printers	500
		VM Ware	3,490
		RSA Secure ID License Renewl	1,163
		RSA Tokens	1,800
		Sonic Wall Maintenance Renewal	2,250
		Netmotion Maintenance Renewal	1,379
		Chief Blog Wordpress	60
		Schedule Anywhere	1,326
		Annual Website hosting service for Department	175
		Annual subscription to adobe software	600
		10 Portable Radio Batteries	901
		Programming for 12 New Radios	540
		Leads Online Subscription	2,700
		Voice/NICE Recorder Maint	5,000
		Archive Social CITY HALL	4,800
		NIXLE CITY HALL	4,700

General Fund - Police

101-32-00-100-53701	Education and Training		40,017
		KCPD Sims House	500
		SCPD Range	1,000
		PLS dispatch Pro x7	770
		Police Legal Sciences	6,630
		MPCASummer Conference	370
		CVSA Two Examiners	1,795
		NLETC	2,800
		MPCA Fall Conference	282
		Academy Training X4	22,320
		FTO Course X2	750
		Instructor Development	800
		PDP Dedicated Courses	2,000
101-32-00-100-53711	Meals & Travel		1,214
		MPCASummer Conference	630
		MPC Fall Conference	584
101-32-00-100-53913	General Liability Insurance		216,820
101-32-00-100-53999	Contractual Services		21,894
		ACS Electronic Systems (Quarterly)	3,253
		LexisNexis -	2,300
		KCPD Connection Fee - Maintenance	200
		KCPD Radio Connection Fee - 90 x \$13= \$1207	15,541
		Warning Sirens	600
	<i>Repairs & Maintenance</i>		<i>113,582</i>
101-32-00-100-52300	Repair & Maintenance Supplies		38,822
		Motorola Infrastructure Maintenance - Consoles	32,472
		EOS Phone repair/replacement	500
		American Micro machine Repair	400
		Blue Valley Siren Maintenance	4,700
		Biohazards filters for drying cabinet	750
101-32-00-100-52301	Fuel		60,000
101-32-00-100-52750	Building Maintenance		3,100
		Generator Maintenance	2,000
		Property Room Air Testing	1,100
101-32-00-100-53600	Repair & Maintenance Services		3,110
		Radar Repair & Calibration	810
		Breathalyzer Cleaning & Repairs	700
		Card Reader Maintenance Fee	1,600
101-32-00-100-55000	Vehicle Expense		8,550
		Vehicle & Equipment Supplies	1,000
		Vehicle License	450
		Car camera repairs	1,000
		AED pads and batteries	500
		Electrical Power for CP parking	500
		GPS service	5,100
	<i>Utilities</i>		<i>25,900</i>
101-32-00-100-53401	Electricity		2,500
		Tower - KCP&L monthly bill \$200 / Mth avg.	2,500
101-32-00-100-53431	Telephone (hard lines)		23,400
		Consolidated Communications - VOIP Desk Phones	15,000
		AT&T Landlines - 9-1-1 Admin Lines	8,400
53441	Mobile Phone & Pagers		
	<i>Capital Expenditures</i>		<i>-</i>
	<i>Debt Service</i>		<i>-</i>
General Fund Request			6,034,619

FINANCE

Mission Statement:

To ensure the fiscal integrity of the City of Raytown by exercising due diligence and control over the City's assets and resources and to provide timely and accurate reporting under the guidelines of Generally Accepted Accounting Principles (GAAP). Additionally, Finance provides quality service and support to both our internal and external customers through the efficient and effective use of sound business principals and a commitment to excellent customer service.

Key Services:

Providing both internal and external services. Internal services include the products of payroll, accounts payable, budgetary and ad hoc reporting, and coordination of financial activities for City operations. External services would include sewer billing activities, management of cash and banking operations, external financial reports, and city-wide budget book.

General Fund Department Budgets

Finance Budget

2016-2017 Actual 2017-2018 Actual 2018-2019 Forecast 2019-2020 Budget

Expense Category

Personnel Services	506,946	289,706	346,924	382,266
Supplies, Services, and Charges	132,443	162,062	152,241	133,225
Repairs & Maintenance	-	1,968	2,000	2,000
Utilities	-	-	-	-
Capital Expenditures	-	-	-	-
Debt Service	-	-	-	-

Total General Fund Request	639,389	453,736	501,165	517,491
-----------------------------------	----------------	----------------	----------------	----------------

Request Increase (Decrease) from FY 19	16,326
% change from FY 19	3.28%

Personnel Summary - Full time Equivalents (FTE)

Job Title	FY 18 Budget	FY 19 Request	FY 20 Request	Difference FY 19
Accountant	-	0.90	1.00	0.10
Accounting Supervisor	-	-	-	-
Accounts Payable Clerk	1.00	-	-	-
Assist. Director of Finance	-	-	-	-
Cashier	-	-	-	-
City Collector	Elected PT	Elected PT	Elected PT	-
Controller	0.85	0.85	0.85	-
Director of Finance	0.85	0.85	0.85	-
Payroll Clerk	0.90	0.90	0.90	-
Treasury Analyst	0.50	0.50	0.50	-
Treasury Clerk	0.50	0.50	0.50	-
	4.60	4.50	4.60	(0.10)

Expense Category		19/20 Request
<i>Personnel Services</i>		<i>382,266</i>
101-42-00-100-51101	Elected Officials	
101-42-00-100-51102	Civilian Employees	272,288
	Annual Salary	268,261
	COLA/Merit Increase	4,027
101-42-00-100-51111	Civilian Employees Overtime	1,413
101-42-00-100-51206	Life Insurance	619
101-42-00-100-51212	Civilian Pension- 401A Match	5,450
101-42-00-100-51214	Deferred Compensation- LAGERS	37,333
101-42-00-100-51215	Health Insurance	32,854
101-42-00-100-51218	Med Exp - HSA Contribution	4,650
101-42-00-100-51220	Dental	2,156
101-42-00-100-51221	Vision	504
101-42-00-100-51225	FICA	20,938
101-42-00-100-51236	Ins Opt Out Incentive	3,000
101-42-00-100-51238	Phone Allowance	408
101-42-00-100-51240	Workers Compensation Insurance	653
<i>Supplies, Services, and Charges</i>		<i>133,225</i>
101-42-00-100-52101	Office Supplies	3,000
101-42-00-100-52200	Operating Supplies	500
	Professional Publications	500
101-42-00-100-52250	Professional Services	41,000
	Audit	23,000
	Ad hoc Consultant	15,000
	GASB 75 Services (MPR)	3,000
101-42-00-100-53101	Postage	2,200
	Monthly Postage allocation	2,200
101-42-00-100-53241	Printing & Promotions	2,990
	Deposit Slips	240
	A/P & Payroll Checks	1,000
	News Paper publishing	500
	W-2 & 1099 forms	250
	Budget books	500
	A/P business envelopes	500
101-42-00-100-53301	Dues & Membership	2,025
	Society HR	500
	GFOA National	500
	GFOA State	200
	Assoc Gov Acct Membership	300
	American Future System	300
	APA Membership	225
101-42-00-100-53500	Equipment	2,030
	Misc Replacement	500
	Postage Machine Share	1,530
101-42-00-100-53644	Computer Services	39,100
	Kronos Time Keeping	9,600
	Kronos Misc	1,000
	Incode Maint	27,500
	Incode Misc	1,000
101-42-00-100-53701	Professional Development	6,830

General Fund - Finance

	Incode Connect	800	
	GFOA National-	400	
	GFOA Intensive	1,000	
	Annual GAAP Update	540	
	Annual Best Practice Budget	540	
	Service Training	1,000	
	Payroll	850	
	Accounts Payable	850	
	Purchasing	850	
101-42-00-100-53705	Meetings & Events		570
	GFOA Bi-Monthly x 3	270	
	Chamber	300	
101-42-00-100-53711	Meals & Travel		7,000
	GFOA or Incode Conference	7,000	
101-42-00-100-53812	Administrative Fee		600
	Payroll filing fees	600	
101-42-00-100-53913	General Liability Insurance		15,800
101-42-00-100-53961	Bank Charges		8,500
	Monthly Fees	8,500	
101-42-00-100-53999	Contractual Services		1,080
	Shredding	1,080	
	<i>Repairs & Maintenance</i>		<i>2,000</i>
101-42-00-100-53600	Repair & Maintenance Services		2,000
	Mail Machine yearly maintenance	2,000	
	<i>Utilities</i>		<i>-</i>
	<i>Capital Expenditures</i>		<i>-</i>
	<i>Debt Service</i>		<i>-</i>
	Total General Fund Request		517,491

LAW

General Fund Department Budgets

Law Budget

2016-2017 Actual 2017-2018 Actual 2018-2019 Forecast 2019-2020 Budget

Expense Category

Personnel Services	29,498	32,180	34,240	33,844
Supplies, Services, and Charges	48,408	89,600	81,000	94,500
Repairs & Maintenance	-	-	-	-
Utilities	-	-	-	-
Capital Expenditures	-	-	-	-
Debt Service	-	-	-	-

Total General Fund Request 77,905 121,780 115,240 128,344

Request Increase (Decrease) from FY 19 13,104
% change from FY 19 10.24%

Expense Category		19/20 Reuest
<i>Personnel Services</i>		<i>33,844</i>
101-51-00-100-51106	Part Time Employees	31,372
	Annual Salary	31,372
	COLA/Merit Increase	
101-51-00-100-51225	FICA	2,400
101-51-00-100-51240	Workers Compensation Insurance	72
<i>Supplies, Services, and Charges</i>		<i>94,500</i>
101-51-00-100-52101	Office Supplies	300
101-51-00-100-52250	Professional Services	-
101-51-00-100-53513	Legal	93,000
101-51-00-100-53701	Education and Training	1,200
	Prosecutor's training	1,200
<i>Repairs & Maintenance</i>		<i>-</i>
<i>Utilities</i>		<i>-</i>
<i>Capital Expenditures</i>		<i>-</i>
<i>Debt Service</i>		<i>-</i>
Total General Fund Request		128,344

COURT

Mission Statement:

To operate the Raytown Municipal Division of the Jackson County Circuit Court in accordance with the laws of the State of Missouri and the ordinances of the City of Raytown.

Key Services:

Ordinance Enforcement, municipal court.

Court Budget

2016-2017 Actual 2017-2018 Actual 2018-2019 Forecast 2019-2020 Budget

Expense Category

Personnel Services	286,978	263,481	299,316	241,878
Supplies, Services, and Charges	41,979	53,615	64,785	56,784
Repairs and Maintenance	-	231	720	-
Utilities	219	242	500	300
Capital Expenses	-	-	-	-
Debt Service	-	-	-	-

Total General Fund Request	329,175	317,569	365,321	298,962
-----------------------------------	----------------	----------------	----------------	----------------

Request Increase (Decrease) from FY 19 **(39,412)**
 % change from FY 19 **-11.65%**

Personnel Summary - Full time Equivalents (FTE)

Job Title	FY 18 Budget	FY 19 Request	FY 20 Request	Difference FY 19
Judge	1.00	1.00	1.00	-
Chief Court Clerk	1.00	1.00	1.00	-
Court Clerks	3.25	3.00	2.00	(1.00)
Police Reserve	0.23	0.09	0.70	0.61
	5.48	5.09	4.70	(0.39)

Expense Category		19/20 Request
<i>Personnel Services</i>		<i>241,878</i>
101-52-00-100-51101	Elected Officials	31,999
	Annual Salary	31,999
101-52-00-100-51102	Civilian Employees	130,280
	Annual Salary	128,178
	COLA/Merit Increase	2,103
101-52-00-100-51104	Reserve Officers	9,000
	Annual Salary	9,000
	COLA/Merit Increase	-
101-52-00-100-51111	Civilian Employees Overtime	12,000
101-52-00-100-51206	Life Insurance	422
101-52-00-100-51212	Civilian Pension- 401A Match	2,846
101-52-00-100-51214	Deferred Compensation- LAGERS	19,492
101-52-00-100-51215	Health Insurance	15,012
101-52-00-100-51218	Med Exp - HSA Contribution	1,500
101-52-00-100-51220	Dental	779
101-52-00-100-51221	Vision	172
101-52-00-100-51225	FICA	14,021
101-52-00-100-51236	Ins Opt Out Incentive	3,000
101-52-00-100-51238	Phone Allowance	960
101-52-00-100-51240	Workers Compensation Insurance	394
<i>Supplies, Services, and Charges</i>		<i>56,784</i>
101-52-00-100-52101	Office Supplies	2,000
	Misc Supplies	1,500
	Monthly copy overages	500
101-52-00-100-52250	Professional Services	5,500
	Misc.	1,000
	Assignment Counsel	4,500
101-52-00-100-53101	Postage	1,500
101-52-00-100-53241	Printing & Promotions	1,000
101-52-00-100-53301	Dues & Membership	590
	Judge	275
	Clerks	315
101-52-00-100-53500	Equipment	3,004
	Copier Fax Machine	1,866
	Postage Meter Share	1,138
101-52-00-100-53644	Computer Services	19,300
	Incode	19,300
101-52-00-100-53701	Education and Training	1,000
101-52-00-100-53711	Meals & Travel	5,000
	Judges' Board Meetings	900
	Travel for Professional Dev Conference	4,100
101-52-00-100-53913	General Liability Insurance	17,530
101-52-00-100-53961	Bank Charges	360
<i>Repairs & Maintenance</i>		<i>-</i>
<i>Utilities</i>		<i>300</i>
101-52-00-100-53431	Telephone (hard lines)	300
<i>Capital Expenditures</i>		<i>-</i>
<i>Debt Service</i>		<i>-</i>
Total General Fund Request		298,962

PUBLIC WORKS

Mission Statement:

To develop and maintain the City's infrastructure, buildings, grounds and vehicular equipment, and provide specialized community services, such as emergency transportation response which includes snow removal and post-storm evaluations. Public Works operates in partnership with the community to develop and maintain its publicly-owned physical assets.

Key Services:

Administration, engineering, emergency management, building maintenance, building repairs, roadway maintenance, infrastructure planning, fleet management, sanitary sewer maintenance, storm water management.

General Fund Department Budgets

Public Works Budget

2016-2017 Actual

2017-2018 Actual

2018-2019 Forecast

2019-2020 Budget

Expense Category

Personnel Services	1,512,796	963,029	1,049,003	1,154,718
Supplies, Services, and Charges	239,032	125,331	162,912	173,140
Repairs & Maintenance	333,477	278,617	323,475	331,600
Utilities	542,251	452,266	613,710	561,260
Capital Expenditures	7,569	-	-	-
Debt Service	-	-	-	-

Total General Fund Request

2,635,125

1,819,243

2,149,100

2,220,718

Request Increase (Decrease) from FY 19

71,618

% change from FY 19

3.31%

Personnel Summary - Full time Equivalents (FTE)

Job Title	FY 18 Budget	FY 19 Request	FY 20 Request	Difference FY 19
Administrative Asst.	0.60	0.60	1.10	0.50
City Engineer	0.50	0.50	0.50	-
Crew Leader	2.70	2.70	2.00	(0.70)
Building Maint. Worker	1.00	1.00	1.00	-
Engineering Intern	0.50	0.38	0.75	0.37
Engineering Technician	-	0.50	0.50	-
Maint. Supervisor	0.80	0.80	0.80	-
Maint. Worker	2.60	2.68	3.00	0.32
Mechanic	1.60	1.70	1.00	(0.70)
Director	0.50	0.50	0.50	-
Operations Supervisor	1.00	1.00	1.00	-
Superintendent	0.50	0.50	0.50	-
ROW Inspector	0.70	0.70	0.70	-
Sr. Maint. Worker	3.00	3.00	3.00	-
	16.00	16.56	16.35	(0.21)

Expense Category		19/20 Request
<i>Personnel Services</i>		<i>1,154,718</i>
101-62-00-100-51102	Civilian Employees	710,066
	Annual Salary	699,277
	COLA/Merit Increase	10,789
101-62-00-100-51106	Part Time Employees	22,959
	Annual Salary	22,620
	COLA/Merit Increase	339
101-62-00-100-51111	Civilian Employees Overtime	19,968
	Overtime	14,468
	Special	5,500
101-62-00-100-51206	Life Insurance	2,055
101-62-00-100-51212	Civilian Pension- 401A Match	12,398
101-62-00-100-51214	Deferred Compensation- LAGERS	87,117
101-62-00-100-51215	Health Insurance	180,708
101-62-00-100-51218	Med Exp - HSA Contribution	9,000
101-62-00-100-51220	Dental	7,200
101-62-00-100-51221	Vision	1,686
101-62-00-100-51225	FICA	57,604
101-62-00-100-51236	Ins Opt Out Incentive	1,800
101-62-00-100-51238	Phone Allowance	1,632
101-62-00-100-51240	Workers Compensation Insurance	40,525
<i>Supplies, Services, and Charges</i>		<i>173,140</i>
101-62-00-100-52101	Office Supplies	2,675
	General Office Supplies	1,300
	Copier + Overages	1,375
101-62-00-100-52233	Uniforms	16,873
	Buildings 13.35 per week	659
	Crew Leaders 6 @ \$7.00 / week	2,075
	Maintenance Workers 8 @ 7 / week	2,766
	Supervisor 3 @ 10.50 / week	1,556
	Senior MW 3 @ 7.00 / week	1,037
	Mechanics 2 @ 7.00 / week	692
	Service Charge 3 @ 2.10/week	388
	new hire set-up fees	1,000
	Boots	2,850
	Uniform Purchase	3,850
101-62-00-100-52250	Professional Services	12,000
	Emergency Consulting Services	9,000
	Tree Services	3,000
101-62-00-100-53101	Postage	375
101-62-00-100-53241	Printing & Promotions	600
	Community Outreach	400
	Advertising	200
101-62-00-100-53301	Dues & Membership	2,775
	APWA Dues & Membership	1,625
	MO Waster Water & Water	400
	MO Asphalt Pavement Assoc.	600
	MACPP	150
101-62-00-100-53500	Equipment	10,500

General Fund - Public Works

101-62-00-100-53644	Computer Services		10,350
		Web GIS	7,000
		Fuel Master	2,500
		ESRI- Arcview licenses	850
101-62-00-100-53701	Education and Training		9,700
		Certifications	1,200
		Educations & Training	4,500
		National Conferences	4,000
101-62-00-100-53705	Meetings & Events		1,100
		Safety Program	900
		Chamber	200
101-62-00-100-53711	Meals & Travel		4,100
		Water/Waste water Conference	1,000
		APWA PWX	1,500
		Local Travel & Meals	500
		Pavement Training	450
		APWA Luncheons	350
		MPR	300
101-62-00-100-53913	General Liability Insurance		61,480
101-62-00-100-53999	Contractual Services		40,612
		Mat Rentals	3,300
		Pest Control	2,500
		Comcast @ PW	1,800
		MO tank insurance	400
		Bi-Annual aerial information	500
		Security monitoring @ PW, VM, 7 WR	1,300
		One-call fees	5,000
		Trash Disposal	4,000
		Weather Service	7,000
		KCPD Radio Connection Fee	3,072
		Digitech and other EMS Services	10,000
		ACS Door monitoring	1,740
	<i>Repairs & Maintenance</i>		<i>331,600</i>
101-62-00-100-52300	Repair & Maintenance Supplies		19,900
		Welding Gasses	2,400
		Gloves, safety glasses etc.	5,000
		Street Maintenance Supplies	12,500
101-62-00-100-52301	Fuel		60,500
		Vehicle Maintenance	2,500
		Storm/Snow	14,500
		Streets	16,000
		Engineering	2,500
		Fire Department	25,000
101-62-00-100-52750	Building Maintenance		55,000
		HVAC	8,000

General Fund - Public Works

	Plumbing & Electrical	3,500	
	Flooring & Misc.	5,000	
	Generator	6,000	
	Contractor Work/Minor Remodeling	10,000	
	Turf treatments	2,500	
	Building Supplies	10,000	
	OH Doors	10,000	
101-62-00-100-53600	Repair & Maintenance Services		48,900
	Lift Inspections	400	
	Waste oil pickup	1,500	
	Fuel pump + compliance	3,500	
	Sprinkler system winterization	500	
	Cleaning Service	15,000	
	Grounds Maintenance	28,000	
101-62-00-100-55000	Vehicle Expense		147,300
	Boom Truck inspections & repair	600	
	GPS	6,500	
	Vehicle Licensing- Fleet	200	
	Vehicle Washes	10,000	
	Replacement parts & supplies	105,000	
	Outside vendor repairs	25,000	
	<i>Utilities</i>		<i>561,260</i>
101-62-00-100-53421	Water		6,740
	City Hall	4,500	
	6417 Railroad	250	
	VM Building	180	
	Pocket Park	210	
	63rd & Cutoff	320	
	63rd & Raytown Trfwy	320	
	Gregory & Raytown Road	320	
	350 & Raytown Rd	320	
	Railroad Bridge	320	
101-62-00-100-53401	Electricity		525,400
	City Hall	82,000	
	6417 Railroad	2,700	
	VM Building	3,700	
	Pocket Park	525	
	59th Street Fountain	475	
	Streetlights	400,000	
	Traffic Signals	36,000	
101-62-00-100-53411	Gas		21,300
	City Hall	17,500	
	VM Building	2,750	
101-62-00-100-53431	Telephone (hard lines)		5,000
101-62-00-100-53441	Mobile Phone & Pagers		2,820
	Maintenance Supervisor 12 @ 55	330	
	PW Director	425	
	City Engineer	425	
	Superintendent	500	
	Inspector	660	
	Building Maintenance Tech	480	
	<i>Capital Expenditures</i>		<i>-</i>
	<i>Debt Service</i>		<i>-</i>
	Total General Fund Request		2,220,718

COMMUNITY DEVELOPMENT

Mission Statement:

To serve our residents through the efficient processing of development-related permits and navigation through the components of the Municipal Code for various review and approval processes. The Department is comprised of Building & Neighborhood Services Division and Planning and Development Services Division, with staff members all working toward improving and protecting health, safety, and quality of life in the community.

Key Services:

Animal control, planning & zoning, new development, redevelopment, business licenses, liquor licenses, building inspection/safety, code enforcement.

Community Development Budget

2016-2017 Actual 2017-2018 Actual 2018-2019 Forecast 2019-2020 Budget

Expense Category				
Personnel Services	477,419	490,248	526,726	731,334
Supplies, Services, and Charges	217,137	234,953	279,127	337,370
Repairs & Maintenance	3,810	8,352	9,275	6,425
Utilities	4,051	3,766	6,500	5,000
Capital Expenditures	-	-	-	-
Debt Service	-	-	-	-
<hr/>				
Total General Fund Request	702,417	737,318	821,628	1,080,129

Request Increase (Decrease) from FY 19 **258,501**
 % change from FY 19 **30.21%**

Personnel Summary - Full time Equivalents (FTE)

Job Title	FY 18 Budget	FY 19 Request	FY 20 Request	Difference FY 19
Building Official	1.00	1.00	1.00	-
Director	1.00	1.00	1.00	-
N.S. Specialist	3.00	3.00	4.00	1.00
N.S. Supervisor	-	-	-	-
Inspector	-	-	1.00	1.00
Permit Tech	2.00	2.00	3.00	1.00
Planning & Zoning Coordinator	1.00	1.00	1.00	-
	8.00	8.00	11.00	3.00

Expense Category		19/20 Request	
<i>Personnel Services</i>		<i>731,334</i>	
101-82-00-100-51101	Elected Officials		
101-82-00-100-51102	Civilian Employees		465,697
		Annual Salary	460,055
		COLA/Merit Increase	5,642
101-82-00-100-51106	Part Time Employees		6,240
101-82-00-100-51111	Civilian Employees Overtime		38,570
		Special Hours	16,765
		Overtime	21,805
101-82-00-100-51206	Life Insurance		1,589
101-82-00-100-51212	Civilian Pension- 401A Match		8,308
101-82-00-100-51214	Deferred Compensation- LAGERS		57,186
101-82-00-100-51215	Health Insurance		82,709
101-82-00-100-51218	Med Exp - HSA Contribution		9,000
101-82-00-100-51220	Dental		4,066
101-82-00-100-51221	Vision		806
101-82-00-100-51225	FICA		39,054
101-82-00-100-51236	Ins Opt Out Incentive		9,000
101-82-00-100-51238	Phone Allowance		480
101-82-00-100-51240	Workers Compensation Insurance		8,630
<i>Supplies, Services, and Charges</i>		<i>337,370</i>	
101-82-00-100-52101	Office Supplies		7,500
		Other office supplies	5,000
		Copy overages	2,500
101-82-00-100-52200	Operating Supplies		3,000
101-82-00-100-52233	Uniforms		2,900
101-82-00-100-52250	Professional Services		111,000
		Veterinary & Boarding Services	90,000
		Adoption Services	8,000
		Tree Service	8,000
		Pet Cremation	5,000
101-82-00-100-53101	Postage		7,200
		Business License	1,000
		Liquor License	700
		Certified-Expired	2,500
		Code Enforcement	3,000
101-82-00-100-53241	Printing & Promotions		4,700
		Courier	3,200
		ICC books	1,500

General Fund - Community Development

101-82-00-100-53301	Dues & Membership		1,525
		Inter. Code Council	300
		ICC Metro	225
		Nat. Animal Control	250
		Permit Tech	250
		MO Code Enforcement	500
101-82-00-100-53500	Equipment		19,250
		Postage Machine Share	5,000
		7 IPADS	6,300
		Dog chips	2,300
		Misc.	5,650
101-82-00-100-53565	Temp Agency Service		14,000
		Temporary Clerical	14,000
101-82-00-100-53597	Weeds/Brush- Nuisance Abatement		98,000
		Weeds & Brush	48,000
		Minor Home Repair	20,000
		Dangerous Structure	30,000
101-82-00-100-53644	Computer Services		34,075
		Software use	1,700
		GPS	1,375
		Incode Maint	11,000
		Energov	20,000
101-82-00-100-53701	Education and Training		3,500
		ICC	2,000
		Code Enforcement	500
		Permit Tech	500
		Incode	500
101-82-00-100-53711	Meals & Travel		2,500
101-82-00-100-53913	General Liability Insurance		28,220
	<i>Repairs & Maintenance</i>		<i>6,425</i>
101-82-00-100-52301	Fuel		6,000
101-82-00-100-55000	Vehicle Expense		425
		Car wash-Vac	425
	<i>Utilities</i>		<i>5,000</i>
101-82-00-100-53441	Mobile Phone & Pagers		5,000
	<i>Capital Expenditures</i>		<i>-</i>
	<i>Debt Service</i>		<i>-</i>
	Total General Fund Request		1,080,129

PARK FUND

SUMMARY OF REVENUES AND EXPENDITURES AND FUND BALANCE
PARKS FUND

	2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
Total Revenues	\$1,029,001	994,600	\$1,073,500	\$1,195,223
Percentage Change	-22.84%	-3.34%	7.93%	11.34%
Total Expenditures	\$887,187	1,047,733	\$930,000	\$1,420,492
Percentage Change	-29.47%	18.10%	-11.24%	52.74%
Revenues over (under) Expenditures	<u>141,814</u>	<u>(53,133)</u>	<u>143,500</u>	<u>(225,269)</u>
Fund Balance Appropriated	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Revenues and Fund Balance Appropriated Over (Under) Expenditures	<u>\$141,814</u>	<u>(\$53,133)</u>	<u>\$143,500</u>	<u>(\$225,269)</u>
Fund Balance				
Unrestricted Fund Balance	\$800,973	\$942,787	\$942,787	\$1,086,287
Percentage Change	34.04%	17.71%	0.00%	15.22%
Total Fund Balance	<u>\$942,787</u>	<u>\$889,654</u>	<u>\$1,086,287</u>	<u>\$861,018</u>
Percentage Change	27.41%	-5.64%	22.10%	-20.74%

City of Raytown Fiscal Year 2019 Annual Budget

Detailed Summary of Park Fund Revenues

		2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Proposed
FUND: Parks					
<u>Property Taxes</u>					
Real Estate (Property) Tax	201-92-00-100-41101	\$ 409,940	\$ 409,000	\$ 483,100	\$ 476,123
Personal Property Tax	201-92-00-100-41102	96,202	104,500	93,000	100,000
Delinquent Real Estate Taxes	201-92-00-100-41104	13,908	13,500	10,600	13,500
Penalties	201-92-00-100-41105	9,910	9,000	7,100	9,000
Railroad & Utilities Tax	201-92-00-100-41107	21,670	21,000	20,000	21,000
(Real Estate) Replacement Tax	201-92-00-100-41108	21,278	21,000	26,500	21,000
Circuit Breaker Refund	201-92-00-100-41110	(1,762)	(2,000)	(2,000)	(2,000)
Delinquent Property Tax Revenue	201-92-00-100-41111	9,763	10,000	8,000	10,000
Total Property Tax		580,909	586,000	646,300	648,623
<u>General Sales Tax</u>					
Parks/Storm Water Capital Sales Tax	201-00-00-100-41205	310,612	308,000	315,000	310,000
TIF - EATS	201-00-00-001-41206	(26,162)	(31,000)	(31,000)	(31,200)
Total General Sales Tax		284,450	277,000	284,000	278,800
<u>Grants</u>					
Grants		-	-	-	124,000
Total Grants		-	-	-	124,000
<u>Service Charges</u>					
Ballfield Lights Fees	201-92-00-100-47101	4,815	5,000	5,000	5,000
Shelter House Rental Fees	201-92-00-100-47105	21,575	15,500	15,500	16,000
Sports Field Rental Fees	201-92-00-100-47110	4,154	1,200	1,000	1,300
Team Sports League	201-92-00-100-47204	30,059	44,000	38,000	44,000
Participant Fees	201-92-00-200-47401	19,007	21,000	20,000	20,000
Concession Sales	201-92-00-200-47405	17,967	6,000	5,500	7,000
ABA Memberships	201-92-00-200-47415	791	4,000	7,000	6,000
Rice Tremonti	201-92-00-100-47530	6,952	6,800	2,000	-
Total Service Charges		105,319	103,500	94,000	99,300
<u>Miscellaneous</u>					
Interest Earnings	201-92-00-100-46101	9,974	3,500	17,100	12,300
Investment Income	201-00-00-100-46102	8,311	3,500	12,000	10,700
Vending Machine-Kenagy	201-92-00-100-47116	798	1,000	1,000	1,000
Donations	201-92-00-100-47220	20,867	20,000	19,000	20,000
Other Income	201-92-00-100-47425	18,374	100	100	500
Total Miscellaneous		58,323	28,100	49,200	44,500
<u>One Time Revenues</u>					
Total One Time Revenues		-	-	-	-
<u>TOTAL PARKS REVENUE</u>		\$ 1,029,001	\$ 994,600	\$ 1,073,500	\$ 1,195,223

Parks Budget

2016-2017 Actual 2017-2018 Actual 2018-2019 Forecast 2019-2020 Budget

Expense Category

Personnel Services	577,236	490,660	601,712	643,802
Supplies, Services, and Charges	138,027	162,220	217,537	228,890
Repairs & Maintenance	52,233	57,413	87,360	81,350
Utilities	45,902	48,758	70,550	63,550
Capital Expenditures	54,555	128,012	72,000	402,900
Debt Service	-	-	-	-

867,953	887,063	1,049,159	1,420,492
----------------	----------------	------------------	------------------

Request Increase (Decrease) from FY 19	372,759
% change from FY 19	35.58%

Personnel Summary - Full time Equivalents (FTE)				
Job Title	FY 18 Budget	FY 19 Request	FY 20 Request	Difference FY 19
Admin Srvc Coordinator	1.00	1.00	1.00	-
Director	1.00	1.00	1.00	-
Horticulturist	1.00	1.00	1.00	-
Landscape Tech	1.00	1.00	1.00	-
Maint I	0.23	1.00	1.00	-
Maint II	1.00	1.00	1.00	-
Maint III	1.00	1.00	1.00	-
Maintenance Worker	-	0.58	-	(0.58)
Superintendent	2.00	2.00	2.00	-
	8.23	9.58	9.00	(0.58)

**19/20
Request**

Expense Category

<i>Personnel Services</i>		643,802
201-92-00-100-51102	Civilian Employees	418,564
	Annual Salary	412,253
	COLA/Merit Increase	6,312
201-92-00-100-51106	Part Time Employees	18,800
	Annual Salary	18,800
201-92-00-100-51111	Civilian Employees Overtime	8,521
	Overtime	8,521
201-92-00-100-51206	Life Insurance	1,217
201-92-00-100-51212	Civilian Pension- 401A Match	7,139
201-92-00-100-51214	Deferred Compensation- LAGERS	54,461
201-92-00-100-51215	Health Insurance	51,582
201-92-00-100-51218	Med Exp - HSA Contribution	7,500
201-92-00-100-51220	Dental	3,786
201-92-00-100-51221	Vision	830
201-92-00-100-51225	FICA	34,566
201-92-00-100-51231	Auto Allowance	5,952
201-92-00-100-51236	Ins Opt Out Incentive	9,000
201-92-00-100-51238	Phone Allowance	4,320
201-92-00-100-51240	Workers Compensation Insurance	17,563
<i>Supplies, Services, and Charges</i>		228,890
201-92-00-100-52101	Office Supplies	550
201-92-00-200-52101	Office Supplies BMX	500
201-92-00-100-52200	Operating Supplies	3,300
	Janitorial Supplies for parks	1,500
	First Aid/Safety Gear	1,100
	Supplies -General Inventory	700
201-92-00-200-52200	Operating Supplies BMX	17,850
201-92-00-100-52233	Uniforms	3,100
201-92-00-100-52250	Professional Services Parks	8,000
201-92-00-200-52250	Professional Services BMX	10,000
	BMX Rider Insurance/ Fees	10,000
201-92-00-100-53101	Postage	700
201-92-00-100-53241	Printing & Promotions	1,200
201-92-00-200-53241	Printing & Promotions BMX	1,300
201-92-00-100-53301	Dues & Membership	2,200
	Missouri Parks , National Parks Chamber, KCMPRDA, CEU, Sam's	1,700
		500
201-92-00-100-53500	Equipment	1,700
	Data Max copier lease	400
	office furniture	1,300
201-92-00-100-53644	Computer Services	10,500
	Itek computer maintenance	7,500
	Myrec.com online registration	3,000
201-92-00-100-53701	Education and Training	2,450
	MPRA/NRPA/WWA	1,350
	Arborist Training and Cont. Ed.	1,100
201-92-00-100-53711	Meals & Travel	1,350

Parks Fund

201-92-00-100-53913	General Liability Insurance		39,180
201-92-00-100-53961	Bank Charges		2,300
201-92-00-100-53999	Contractual Services		57,600
	Trash Hauling	5,800	
	Port-a-potties	5,500	
	Super Splash Property	8,000	
	Alarm Service	3,000	
	GPS	2,700	
	Camera contract	3,600	
	Mowing	29,000	
201-92-00-200-53999	Contractual Services BMX		7,120
201-92-00-100-54500	Rec Programs		57,990
Repairs & Maintenance			81,350
201-92-00-100-52300	Repair & Maintenance Supplies		58,350
	Landscaping	11,950	
	Ballfield Improvements	1,500	
	Maintenance -park structures	12,200	
	Maintenance - athletic fields and electrical	14,000	
	Maintenance - Mowers, power equip.	8,700	
	Maintenance Equipment- Small Tools	10,000	
201-92-00-200-52300	Repair & Maintenance Supplies BMX		8,100
201-92-00-100-52301	Fuel		7,500
201-92-00-200-52301	Fuel BMX		1,000
201-92-00-100-53600	Repair & Maintenance Services		1,500
	Office Janitorial	1,500	
201-92-00-100-55000	Vehicle Expense		4,900
	General	3,700	
	GPS	1,200	
Utilities			63,550
201-92-00-100-53421	Water		8,550
201-92-00-200-53421	Water BMX		700
201-92-00-100-53401	Electricity		42,200
201-92-00-200-53401	Electricity BMX		3,000
201-92-00-100-53411	Gas		3,200
201-92-00-100-53431	Telephone (hard lines) and WIFI		5,000
201-92-00-200-53431	Telephone (hard lines) BMX		900
Capital Expenditures			402,900
201-92-00-100-57000	Capital Expenditures		402,900
	Office Siding	48,000	
	Kenagy Tennis Courts w grant	310,000	
	Shop Air Replacement	6,000	
	Rebuild Ford Tractor	12,500	
	Park Improvements	14,400	
	Parks safety/security	12,000	
Debt Service			-
Total Park Fund Request			1,420,492

**TRANSPORTATION
SALES TAX
FUND**

**SUMMARY OF REVENUES AND EXPENDITURES AND FUND BALANCE
TRANSPORTATION SALES TAX FUND**

	2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
Total Revenues	\$1,634,515	\$1,818,400	\$1,503,000	\$1,816,740
Percentage Change	34.99%	11.25%	-17.34%	20.87%
Total Expenditures	\$2,453,207 *	\$1,933,000	\$694,000	\$2,194,500
Percentage Change	139.42%	-21.21%	-64.10%	216.21%
Revenues over (under) Expenditures	<u>—</u> <u>(818,692)</u>	<u>(114,600)</u>	<u>809,000</u>	<u>(377,760)</u>
Fund Balance Appropriated	<u>-</u>	<u>114,600</u>	<u>58,700</u>	<u>114,600</u>
Revenues and Fund Balance Appropriated Over (Under) Expenditures	<u><u>(\$818,692)</u></u>	<u><u>\$0</u></u>	<u><u>\$867,700</u></u>	<u><u>(\$263,160)</u></u>
Fund Balance				
Restricted Fund Balance	\$1,156,136	\$337,444	\$337,444	\$768,684
Percentage Change	19.20%	-70.81%	0.00%	127.80%
Total Fund Balance	<u><u>\$337,444</u></u>	<u><u>\$222,844</u></u>	<u><u>\$1,146,444</u></u>	<u><u>\$768,684</u></u>
Percentage Change	-70.81%	-33.96%	414.46%	-32.95%

City of Raytown Fiscal Year 2018 Annual Budget

Detailed Summary of Transportation Sales Tax Fund Revenues

		2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
FUND: Transportation Sales Tax					
<u>Sales Tax</u>					
Transportation Sales Tax	204-00-00-100-41203	\$ 1,498,447	\$ 1,506,000	\$ 1,516,550	\$ 1,510,000
TIF - EATS	204-00-00-001-41206	(326,858)	(330,600)	(362,600)	(350,000)
Total General Sales Tax		1,171,589	1,175,400	1,153,950	1,160,000
<u>Grants</u>					
Grants	204-62-00-714-43101	452,377	637,000	331,770	637,500
Total Grants		452,377	637,000	331,770	637,500
<u>Miscellaneous</u>					
Interest Earnings	204-00-00-100-46101	7,276	3,000	10,610	10,300
Investment Income	204-00-00-100-46102	1,616	3,000	6,670	8,940
Miscellaneous Revenue	204-00-00-100-46401	1,656	-	-	-
Total Miscellaneous		10,548	6,000	17,280	19,240
<u>One Time Revenues</u>					
Bond Issuance		-	-	-	-
Total One Time Revenues		-	-	-	-
<u>Transfer From Other Funds</u>					
WALMART GRANT		-	-	-	-
<u>REVENUE</u>		\$ 1,634,514	\$ 1,818,400	\$ 1,503,000	\$ 1,816,740

Transportation Sales Tax Fund Budget

2016-2017 Actual

2017-2018 Actual

2018-2019 Forecast

2019-2020 Budget

Expense Category

Personnel Services	-	-	-	-
Supplies, Services, and Charges	148,354	261,155	388,000	369,500
Repairs & Maintenance	-	160,279	700,000	805,000
Utilities	-	-	-	-
Capital Expenditures	876,299	2,031,773	4,690,000	1,020,000
Debt Service	-	-	-	-

Total Transportation Sales Tax Fund Request

1,024,654

2,453,207

5,778,000

2,194,500

Expense Category				19/20 Request
<i>Personnel Services</i>				-
<i>Supplies, Services, and Charges</i>				369,500
204-62-00-100-52250	Professional Services			305,000
	Design Consultant for Capital Improvement	125,000		
	Design Consultant for Streetlight and Traffic Signals	60,000		
	Hwy 350 & Raytown Rd- Construction Services	120,000		
204-62-00-100-53961	Bank Charges			3,000
204-00-00-100-53999	Contractual Services			61,500
		KCATA	61,500	
<i>Repairs & Maintenance</i>				805,000
204-62-00-100-52300	Repair & Maintenance Supplies			180,000
		Street	80,000	
		Salt Contingency	100,000	
204-62-00-100-53600	Repair & Maintenance Services			625,000
	Annual Asphalt Overlay Project	400,000		
	Annual Concrete Curb, Sidewalk and Paving Contract	100,000		
	Annual Seal Project	100,000		
	Annual Pavement Marking Project	15,000		
	Crack Seal Program	10,000		
<i>Utilities</i>				-
<i>Capital Expenditures</i>				1,020,000
204-62-00-100-57000	Capital Expenditures			1,020,000
		Rock Island Trail	20,000	
		Hwy 350 & Raytown Rd	1,000,000	
<i>Debt Service</i>				-
Total Transportation Sales Tax Fund Request				2,194,500

CAPITAL SALES TAX FUND

SUMMARY OF REVENUES AND EXPENDITURES AND FUND BALANCE
CAPITAL SALES TAX FUND

	2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
Total Revenues	\$1,040,281	1,019,500	\$1,017,000	\$1,018,000
Percentage Change	-0.61%	-2.00%	-0.25%	0.10%
Total Expenditures	\$985,542	1,925,521	\$1,120,205	\$1,781,265
Percentage Change	-25.83%	95.38%	-15.69%	59.01%
Revenues over (under) Expenditures	<u>54,739</u>	<u>(906,021)</u>	<u>(103,205)</u>	<u>(763,265)</u>
Fund Balance Appropriated	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Revenues and Fund Balance Appropriated Over (Under) Expenditures	<u><u>\$54,739</u></u>	<u><u>(\$906,021)</u></u>	<u><u>(\$103,205)</u></u>	<u><u>(\$763,265)</u></u>
Fund Balance				
Restricted Fund Balance	\$1,288,449	\$1,343,188	\$1,343,188	\$476,718
Percentage Change	4.67%	9.12%	9.12%	-64.51%
Total Fund Balance	<u><u>\$1,343,188</u></u>	<u><u>\$437,167</u></u>	<u><u>\$1,239,983</u></u>	<u><u>\$476,718</u></u>
Percentage Change	41.56%	-53.93%	30.68%	-61.55%

City of Raytown Fiscal Year 2019 Annual Budget

Detailed Summary of Capital Sales Tax Fund Revenues

			2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
FUND: Capital Sales Tax						
<u>Sales Tax</u>						
Capital Sales Tax	205-00-00-100-41204	\$	1,241,256	\$ 1,242,000	\$ 1,242,000	\$ 1,242,000
TIF - EATS	205-00-00-001-41206		(245,150)	(248,000)	(248,000)	(248,000)
Total General Sales Tax			<u>996,106</u>	<u>994,000</u>	<u>994,000</u>	<u>994,000</u>
<u>Miscellaneous</u>						
Interest Earnings	205-00-00-100-46101		11,756	7,000	7,500	9,000
Investment Income	205-00-00-100-46102		11,118	5,000	5,500	5,000
Sale of Fixed Asset	205-00-00-100-46303		21,300	10,000	10,600	10,000
Total Miscellaneous			<u>44,174</u>	<u>22,000</u>	<u>23,600</u>	<u>24,000</u>
<u>One Time Revenues</u>						
Total One Time Revenues			<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Transfer From Other Funds</u>						
Total Transfers From Other Funds			<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Fund Balance Appropriated</u>						
			<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>TOTAL CAPITAL SALES TAX REVENUE</u>			<u><u>\$ 1,040,281</u></u>	<u><u>\$ 1,016,000</u></u>	<u><u>\$ 1,017,600</u></u>	<u><u>\$ 1,018,000</u></u>

Capital Sales Tax Fund Budget

2016-2017 Actual

2017-2018 Actual

2018-2019 Forecast

2019-2020 Budget

Expense Category				
Personnel Services	-	-	-	-
Supplies, Services, and Charges	2,183	2,220	2,700	2,200
Repairs & Maintenance	-	-	-	-
Utilities	-	-	-	-
Capital Expenditures	1,278,500	643,735	1,100,424	1,779,065
Debt Service	47,998	-	-	-
<hr/>				
Total Capital Sales Tax Fund Request	1,328,681	645,956	1,103,124	1,781,265

Expense Category			19/20 Request
<i>Personnel Services</i>			-
<i>Supplies, Services, and Charges</i>			2,200
205-42-00-100-53961	Bank Charges		2,200
<i>Repairs & Maintenance</i>			-
<i>Utilities</i>			-
<i>Capital Expenditures</i>			1,779,065
	City Wide	Monument Sign for City Hall	40,000
	City Wide	Chairs and Furniture	45,000
	City Wide	Improvements to Front Counter and Lobby	10,000
	City Wide	Smart Board and Technical Upgrades - Conference Room	22,000
	City Wide	City Hall Sidewalk Improvements	50,000
	City Wide	City Hall Landscaping Improvements	20,000
	City Wide	Improvements to City Hall Storage and Office	200,000
	City Wide	Updating City Website and media	15,000
205-00-00-100-57000			402,000
	Admin	11 Computers	15,000
	Admin	1 laptop	2,200
	Admin	6 dell monitors	1,600
	Admin	2 Dell Servers	18,000
	Admin	Exchange Servcer License and 100 client licenses	5,000
	Admin	Misc Computer accessories	1,000
205-22-00-100-57000	Total		42,800
	Police	Dispatch- 6 APX 4500Mobile Radios	17,702
	Police	Dispatch - 6 APX 4000 Portable Radios	17,263
	Police	Replace 8 workstations	10,800
	Police	Replace 1 marked unit	35,500
	Police	Network Server	14,000
	Police	CVSA Laptop Computer	6,000
	Police	Upfit and marking for new vehicles	20,000
	Police	Uniforms- Body Armor	18,000
	Police	Mobile Ticketing	50,000
205-32-00-100-57000	Total		189,265
	Public Works	Software for aset management of Projects and Fleet	50,000
	Public Works	Highway 350 and Raytown Road	450,000
	Public Works	Paint Salt Barn	20,000
	Public Works	Replacing a Single Axle Dump Truck with new spreader	165,000
	Public Works	Replacing 2 snow spreaders with new spreader	35,000
	Public Works	84th and Arlington storm water project	200,000
	Public Works	8408 East 85th street pipe repalcement	60,000
	Public Works	63rd and Woodson pipe lining project	65,000
	Public Works	Spring valley and 81st terrace pipe repalcement	65,000
205-62-00-100-57000	Total		1,110,000
	Community Development	Community Development Vehicle Replacement	35,000
205-82-00-100-57000	Total		35,000
<i>Debt Service</i>			-
Total Capital Sales Tax Fund Request			1,781,265

**PUBLIC SAFETY
SALES TAX
FUND**

**SUMMARY OF REVENUES AND EXPENDITURES AND FUND BALANCE
PUBLIC SAFETY SALES TAX FUND**

	2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
Total Revenues	\$1,533,433	\$1,494,000	\$1,499,040	\$1,563,900
Percentage Change	15.18%	-2.57%	0.34%	4.33%
Total Expenditures	\$1,327,180	\$1,802,739	\$1,164,065	\$1,565,015
Percentage Change	1.61%	35.83%	-35.43%	34.44%
Revenues over (under) Expenditures	<u>—</u> <u>206,253</u>	<u>(308,739)</u>	<u>334,975</u>	<u>(1,115)</u>
Fund Balance Appropriated	<u>-</u>	<u>-</u>	<u>-</u>	
Revenues and Fund Balance Appropriated Over (Under) Expenditures	<u><u>206,253</u></u>	<u><u>(\$308,739)</u></u>	<u><u>\$334,975</u></u>	<u><u>(\$1,115)</u></u>
Restricted Fund Balance	\$1,009,521	\$1,215,774	\$1,215,774	\$1,550,749
Percentage Change	16.16%	20.43%	0.00%	27.55%
Total Fund Balance	<u><u>\$1,215,774</u></u>	<u><u>\$907,035</u></u>	<u><u>\$1,550,749</u></u>	<u><u>\$1,549,634</u></u>
Percentage Change	11.52%	-25.39%	70.97%	-0.07%

City of Raytown Fiscal Year 2019 Annual Budget

Detailed Summary of Public Safety Sales Tax Fund Revenues

		2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
FUND: Public Safety Sales Tax					
<u>Sales Tax</u>					
Public Safety Sales Tax	207-00-00-100-41207	\$ 1,656,607	\$ 1,649,000	\$ 1,649,000	\$ 1,700,000
TIF - EATS	207-00-00-001-41206	(139,531)	(165,000)	(170,300)	(150,000)
Total General Sales Tax		<u>1,517,076</u>	<u>1,484,000</u>	<u>1,478,700</u>	<u>1,550,000</u>
<u>Miscellaneous</u>					
Interest Earnings	207-00-00-100-46101	9,011	6,000	12,230	8,900
Investment Income	207-00-00-100-46102	7,346	4,000	8,110	5,000
Total Miscellaneous		<u>16,357</u>	<u>10,000</u>	<u>20,340</u>	<u>13,900</u>
<u>One Time Revenues</u>					
Total One Time Revenues		-	-	-	-
<u>Transfer From Other Funds</u>					
Total Transfers From Other Funds		-	-	-	-
<u>TOTAL PUBLIC SAFETY SALES TAX REVENUE</u>		<u>\$1,533,433</u>	<u>\$1,494,000</u>	<u>\$1,499,040</u>	<u>\$1,563,900</u>

Public Safety Sales Tax Fund Budget

Police Budget

2016-2017 Actual 2017-2018 Actual 2018-2019 Forecast 2019-2020 Budget

Expense Category

Personnel Services	-		-	-
Supplies, Services, and Charges	293,687	79,979	55,263	62,478
Utilities	41,911	-	24,320	28,040
Transfers Out	1,000,726	1,145,597	1,140,451	1,474,497

	1,336,324	1,225,576	1,220,034	1,565,015
		Request Increase (Decrease) from FY 19		(12,724)
		% change from FY 19		-0.81%

** Police and other costs are budgeted in the General Fund. Personnel and other costs previously paid directly from the Public Safety Sales Tax Fund will be reflected as a transfer out in the Public Safety Sales Tax Fund and a transfer into the General Fund.

Expense Category		19/20 Request
<i>Personnel Services</i>		-
51101	Elected Officials	
207-32-00-100-51102	Civilian Employees	143,520
	Annual Salary	143,520
	COLA/Merit Increase	-
207-32-00-100-51103	Commissioned Officers	762,201
	Annual Salary	744,959
	Step Increase	4,083
	COLA/Merit Increase	13,159
51106	Part Time Employees	-
	Annual Salary	
	COLA/Merit Increase	
51111	Civilian Employees Overtime	-
	Differential/ Special Overtime	
207-32-00-100-51112	Commissioned Officers Overtime	128,242
	Differential/ Special Overtime	14,254 113,988
51201	Tuition Reimbursement	
207-32-00-100-51206	Life Insurance	2,070
207-32-00-100-51212	Civilian Pension- 401A Match	14,625
207-32-00-100-51214	Deferred Compensation- LAGERS	86,373
207-32-00-100-51215	Health Insurance	177,398
207-32-00-100-51217	Commissioned Emp Pension	-
207-32-00-100-51218	Med Exp - HSA Contribution	13,500
207-32-00-100-51219	Unemployment	-
207-32-00-100-51220	Dental	7,798
207-32-00-100-51221	Vision	1,642
207-32-00-100-51225	FICA	79,888
51231	Auto Allowance	-
207-32-00-100-51232	Clothing Allowance	10,320
207-32-00-100-51236	Ins Opt Out Incentive	3,354
207-32-00-100-51238	Phone Allowance	-
207-32-00-100-51240	Workers Compensation Insurance	43,565
	Transfer to GF	(1,474,497)
<i>Supplies, Services, and Charges</i>		62,478
207-32-00-100-52233	Uniforms	3,000
	Civilian & Sworn Uniforms Prop/Supp	3,000
207-32-00-100-53500	Equipment	1,000
	Civilian & Sworn Minor Equipment	1,000
207-32-00-100-53644	Computer Services	58,478
	Starwitness Support & Maintenance -	2,289
	Barracuda Mail Archiver Maintenance	650
	Eversync Renewal	3,645
	Bair Software Support	994
	Volgistics Renewal	600
	Guard 1 Prisoner Check	300
	Remaining EMS Charges	50,000
207-32-00-100-53961	Bank Charges	
<i>Repairs & Maintenance</i>		-
<i>Utilities</i>		28,040
207-32-00-100-53441	Mobile Phone & Pagers	28,040
	Dispatch-Mobilefone paging software	1,440
	AT&T Mifi's - 30 @ \$45.00	17,000
	AT&T Cell Phones - 15 @ \$55.00	9,600
<i>Capital Expenditures</i>		-
<i>Transfers Out</i>		1,474,497
207-32-00-100-59951	Transfers to General Fund For Personnel	1,474,497
Total Public Safety Sales Tax Fund Request		1,565,015

RISK MANAGEMENT FUND

**SUMMARY OF REVENUES AND EXPENDITURES AND FUND BALANCE
RISK MANAGEMENT FUND**

	2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
Total Revenues	\$ 78,442	\$ 65,800	\$ 55,000	\$ 55,000
Percentage Change	-25.94%	-16.12%	-16.41%	0.00%
Total Expenditures	\$ 39,824	\$ 113,300	\$ 50,000	\$ 113,300
Percentage Change	-74.29%	184.50%	-55.87%	126.60%
Revenues over (under) Expenditures	<u>38,618</u>	<u>(47,500)</u>	<u>5,000</u>	<u>(58,300)</u>
Fund Balance Appropriat	<u>-</u>	<u>-</u>	<u>-</u>	<u>58,300</u>
Revenues and Fund Balance Appropriated Over (Under) Expendit	<u>\$ 38,618</u>	<u>\$ (47,500)</u>	<u>\$ 5,000</u>	<u>\$ -</u>
Fund Balance				
Fund Balance	\$ 173,212	\$ 211,830	\$ 211,830	\$158,530
Percentage Change	-22.05%	22.30%	0.00%	-25.16%
Total Fund Balance	<u>\$211,830</u>	<u>\$164,330</u>	<u>\$216,830</u>	<u>\$158,530</u>
Percentage Change	22.29%	-5.13%	25.18%	-26.89%

City of Raytown Fiscal Year 2019 Annual Budget

Detailed Summary of Risk Management Fund Revenues

	2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
FUND: Risk Management				
<u>Miscellaneous</u>				
Interest Earnings	\$ 379	\$ 300	\$ 350	\$ 300
Investment Income	93	200	200	200
Reimbursements	36,658	40,000	40,000	40,000
Loss Control Compliance	41,312	14,500	14,500	14,500
Total Miscellaneous	78,442	55,000	55,050	55,000
<u>One Time Revenues</u>				
Total One Time Revenues	-	-	-	-
<u>Transfer From Other Funds</u>				
Total Transfers From Other Funds	-	-	-	-
<u>TOTAL RISK MANAGEMENT REVENUE</u>	<u>\$ 78,442</u>	<u>\$ 55,000</u>	<u>\$ 55,050</u>	<u>\$ 55,000</u>

Risk Management Fund Budget

2016-2017 Actual

2017-2018 Actual

2018-2019 Forecast

2019-2020 Budget

Expense Category

Personnel Services	-	-	-	-
Supplies, Services, and Charges	154,915	39,824	113,300	113,300
Repairs & Maintenance	-	-	-	-
Utilities	-	-	-	-
Capital Expenditures	-	-	-	-
Debt Service	-	-	-	-
Total Risk Management Fund Request	154,915	39,824	113,300	113,300

Request Increase (Decrease) from FY 19 -
 % change from FY 19 0.00%

Expense Category		18/19 Request
<i>Personnel Services</i>		-
<i>Supplies, Services, and Charges</i>		113,300
209-22-00-100-52250	Professional Services	8,000
	New Directions	
	Health Fair	8,000
209-22-00-100-53701	Education and Training	10,000
209-22-00-100-53711	Meals & Travel	5,000
209-22-00-100-53912	Claims Against the City	90,000
	Claims Against City	90,000
209-22-00-100-53961	Bank Charges	300
<i>Repairs & Maintenance</i>		-
<i>Utilities</i>		-
<i>Capital Expenditures</i>		-
<i>Debt Service</i>		-
Total Risk Management Fund Request		113,300

TAX INCREMENT FINANCE FUND

**SUMMARY OF REVENUES AND EXPENDITURES AND FUND BALANCE
TIF FUND**

	2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
Total Revenues	\$2,969,250	3,173,400	\$3,104,246	\$3,079,500
Percentage Change	-5.72%	0.76%	0.23%	-0.80%
Total Expenditures	\$3,271,933	3,167,740	\$3,167,740	\$2,817,229
Percentage Change	2.87%	-3.18%	-3.18%	-11.07%
Revenues over (under) Expenditures	<u><u>(\$302,683)</u></u>	<u><u>\$5,660</u></u>	<u><u>(\$63,494)</u></u>	<u><u>\$262,272</u></u>
Fund Balance				
Restricted Fund Balance	\$7,085,008	\$6,782,325	\$6,782,325	\$6,981,102
Percentage Change	-0.44%	-4.69%	-2.05%	2.93%
Total Fund Balance	<u><u>\$6,782,325</u></u>	<u><u>\$6,787,985</u></u>	<u><u>\$6,718,831</u></u>	<u><u>\$6,981,102</u></u>
Percentage Change	-4.27%	-4.19%	-5.59%	3.90%

City of Raytown Fiscal Year 2019 Annual Budget

Detailed Summary of TIF Fund Revenues

		2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
FUND: TIF					
<u>Miscellaneous</u>					
Delinquent Property Tax	210-00-00-000-41111	188			
Pilot USA 800 payment	210-00-00-002-41331	55,918	52,000	56,400	-
Interest Earnings	210-01-00-001-46101	177,582	225,000	270,000	270,000
Investment Income	210-00-00-100-46102	76,255	3,800	28,000	65,000
CID Revenue	210-00-00-001-46910	553,285	525,000	580,800	580,000
TDD Revenue	210-00-00-001-46911	73,103	75,000	74,800	75,000
350 Highway Raytown Fire EAT's	210-00-00-001-46912	20,961	-	2,500	3,000
350 Highway Jackson County EAT's	210-00-00-001-46913	248,434	248,000	255,536	260,000
350 Highway TIF EAT's	210-01-00-001-46914	817,671	826,000	846,520	840,000
350 Highway TIF City Pledge	210-01-00-001-46915	594,191	630,100	635,350	630,000
350 Highway KC Zoo EAT's	210-00-00-001-46916	41,439	41,500	44,020	41,500
Industrial Development Authority	210-00-00-100-46917	31	-	-	-
350 Highway TIF Pilot	210-00-00-001-49953	310,192	347,000	310,320	315,000
Total Miscellaneous		2,969,250	2,973,400	3,104,246	3,079,500
<u>One Time Revenues</u>					
Total One Time Revenues		-	-	-	-
<u>Transfer From Other Funds</u>					
Operating Transfer in		-	200,000	-	-
Total Transfers From Other Funds		-	200,000	-	-
<u>TOTAL TIF REVENUE</u>		<u>2,969,250</u>	<u>3,173,400</u>	<u>3,104,246</u>	<u>3,079,500</u>

TIF Fund Budget

2016-2017 Actual 2017-2018 Actual 2018-2019 Forecast 2019-2020 Budget

Expense Category				
Personnel Services	-	-	-	-
Supplies, Services, and Charges	174,613	240,983	168,500	125,110
Repairs & Maintenance	-	-	-	-
Utilities	-	-	-	-
Capital Expenditures	-	-	-	-
Debt Service	3,006,150	3,030,650	3,030,650	2,692,119
Total TIF Fund Request	3,180,763	3,271,633	3,199,150	2,817,229

Expense Category		19/20 Request
<i>Personnel Services</i>		-
<i>Supplies, Services, and Charges</i>		125,110
210-00-00-100-52250	Professional Services	94,110
	Financial Advisor	-
	Continuing Disclosure Service (Springster	1,500
	Trust Mgmt Fees	3,710
	Insurance	3,000
	Annual Appropriation	900
	TIF (CID) developer reimbursement	85,000
210-00-00-100-53513	Outside Legal Council	30,000
	General Council	30,000
210-00-00-100-53812	Administrative Fee	-
	TIF 1% Project Area 1 & 2 Sales tax	-
210-00-00-201-53824	County Collection - 350 Hwy Area 2	-
210-00-00-100-53961	Bank Charges	1,000
210-00-00-100-56250	Incentive Programs	-
	USA PILOT	-
<i>Repairs & Maintenance</i>		-
<i>Utilities</i>		-
<i>Capital Expenditures</i>		-
<i>Debt Service</i>		2,692,119
210-00-00-007-54132	TIF 07 Principal	1,930,000
210-00-00-007-54143	TIF 07 Interest	762,119
Total TIF Fund Request		2,817,229

STORM WATER FUND

**SUMMARY OF REVENUES AND EXPENDITURES AND FUND BALANCE
STORM WATER FUND**

	2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
Total Revenues	\$86,557	\$233,200	\$234,300	\$241,200
Percentage Change	-70.03%	169.42%	0.47%	2.94%
Total Expenditures	\$181,259 *	\$230,200	\$230,200	\$230,200
Percentage Change	11.61%	27.00%	0.00%	0.00%
Revenues over (under) Expenditures	(\$94,702)	\$3,000	\$4,100	\$11,000
Fund Balance				
Restricted Fund Balance	\$151,627	\$151,627	\$151,627	\$162,627
Percentage Change	-62.46%	1.98%	2.70%	6.76%
Total Fund Balance	\$151,627	\$154,627	\$155,727	\$166,727
Percentage Change	-62.46%	1.94%	2.63%	6.60%

* Includes \$30,106 in reappropriated 2017-2018 amounts

City of Raytown Fiscal Year 2019 Annual Budget

Detailed Summary of Storm Water Fund Revenues

		2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
FUND: Storm Water					
<u>Sales Tax</u>					
Parks/Storm Water Sales Tax	401-00-00-100-41205	\$ 103,537	\$ 107,565	\$ 102,000	\$ 110,000
TIF - EATS	401-00-00-001-41206	(20,429)	(19,190)	(20,000)	(20,600)
Total General Sales Tax		83,108	88,375	82,000	89,400
<u>Miscellaneous</u>					
Interest Earnings	401-00-00-100-46101	2,019	-	1,300	1,000
Investment Income	401-00-00-100-46102	1,429	-	1,000	800
Total Miscellaneous		3,449	-	2,300	1,800
<u>Transfer From Other Funds</u>					
Operating Transfer IN	401-00-00-100-49951	150,000	150,000	150,000	150,000
Total Transfers From Other Funds		150,000	150,000	150,000	150,000
<u>TOTAL STORM WATER REVENUE</u>		\$236,557	\$238,375	\$234,300	\$241,200

Storm Water Fund Budget

2016-2017 Actual

2017-2018 Actual

2018-2019 Forecast

2019-2020 Budget

Expense Category				
Personnel Services	-	-	-	-
Supplies, Services, and Charges	14,861	3,646	4,100	7,200
Repairs & Maintenance	147,538	207,718	228,000	223,000
Utilities	-	-	-	-
Capital Expenditures	-	-	-	-
Debt Service	-	-	-	-
Total Storm Water Fund Request	162,399	211,365	232,100	230,200

Expense Category	19/20 Request
<i>Personnel Services</i>	-
<i>Supplies, Services, and Charges</i>	7,200
401-62-00-100-53961 Bank Charges	600
401-62-00-100-53999 Contractual Services	6,600
	MS4 Permit 400
	Storm Water Phase II 6,200
<i>Repairs & Maintenance</i>	223,000
401-62-00-100-53600 Repair & Maintenance Services	223,000
	Emergency Stormwater Repairs 120,000
	Storm Water Repairs & Maintenance 100,000
	Debris Disposal 3,000
<i>Utilities</i>	-
<i>Capital Expenditures</i>	-
<i>Debt Service</i>	-
Total Storm Water Fund Request	230,200

CAPITAL IMPROVEMENT FUND

SUMMARY OF REVENUES AND EXPENDITURES AND FUND BALANCE
CAPITAL IMPROVEMENT FUND

	2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
Total Revenues	\$88,170	\$81,000	\$81,000	\$83,500
Percentage Change	18.32%	-8.13%	0.00%	3.09%
Total Expenditures	\$34,761	\$31,520	\$354,325	\$31,520
Percentage Change	29.00%	-9.32%	1024.13%	-91.10%
Revenues over (under) Expenditures	<u>\$53,409</u>	<u>\$49,480</u>	<u>(\$273,325)</u>	<u>\$51,980</u>
Fund Balance				
Assigned Fund Balance	\$646,281	\$646,462	\$646,462	\$425,117
Percentage Change	17.40%	0.03%	0.03%	-34.24%
Nonspendable Fund Balance	\$633,609	\$686,837	\$686,837	\$686,837
Total Fund Balance	<u>\$1,333,299</u>	<u>\$1,382,779</u>	<u>\$1,059,974</u>	<u>\$1,111,954</u>
Percentage Change	3.77%	3.71%	-20.50%	4.90%

City of Raytown Fiscal Year 2019 Annual Budget

Detailed Summary of Capital Improvement Fund Revenues

		2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
FUND: Capital Improvement Fund					
<u>Miscellaneous</u>					
Ditzler CID Loan	402-00-00-100-43707	\$ 71,101	\$ 72,000	\$ 72,000	\$ 72,000
Interest Earnings	402-00-00-100-46101	6,528	5,400	5,400	6,500
Investment Income	402-00-00-100-46102	5,541	3,600	3,600	5,000
Total Miscellaneous		83,170	81,000	81,000	83,500
<u>One Time Revenues</u>					
Total One Time Revenues		-	-	-	-
<u>Transfer From Other Funds</u>					
Total Transfers From Other Funds		-	-	-	-
<u>TOTAL CAPITAL IMPROVEMENT FUND REVENUE</u>		\$ 83,170	\$ 81,000	\$ 81,000	\$ 83,500

Capital Improvement Fund Budget

2016-2017 Actual

2017-2018 Actual

2018-2019 Forecast

2019-2020 Budget

Expense Category				
Personnel Services	-	-	-	-
Supplies, Services, and Charges	26,945	34,761	24,000	31,520
Repairs & Maintenance	-	-	-	-
Utilities	-	-	-	-
Capital Expenditures	-	-	-	-
Debt Service	-	-	-	-
Total Capital Improvement Fund Request	26,945	34,761	24,000	31,520

Expense Category		19/20 Request
<i>Personnel Services</i>		-
<i>Supplies, Services, and Charges</i>		31,520
402-42-00-100-52250	Professional Services	1,200
	MO State Auditor (CM Assoc)	1,200
402-00-00-100-53513	Outside Legal Council	2,000
402-42-00-100-53961	Bank Charges	1,320
402-00-00-100-56250	Incentive Programs	27,000
	Ditzler developer (Gregory Square)	27,000
<i>Repairs & Maintenance</i>		-
<i>Utilities</i>		-
<i>Debt Service</i>		-
Total Capital Improvement Fund Request		31,520

SEWER FUND

**SUMMARY OF REVENUES, EXPENDITURES, AND NET POSITION
SEWER FUND**

	2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2019-2020 Budget
Total Revenues	\$7,255,068	\$7,681,323	\$7,649,884	\$7,999,370
Percentage Change	7.12%	5.88%	-0.41%	4.57%
Total Expenditures	\$6,521,005	\$7,551,594	\$7,251,000	\$7,587,261
Percentage Change	3.42%	15.80%	-3.98%	4.64%
Revenues over (under) Expenditures	\$734,063	\$129,729	\$398,884	\$412,109
Net Position				
Unrestricted Net Position	\$3,584,971	\$3,584,971	\$3,584,971	\$4,395,964
Percentage Change	33.04%	0.00%	0.00%	22.62%
Net Investment in Capital Assets	\$5,030,257	\$5,030,257	\$5,030,257	\$5,030,257
Restricted Net Position	\$573,116	\$573,116	\$573,116	\$573,116
Total Fund Balance	\$9,188,344	\$9,318,073	\$9,587,228	\$9,999,337
Percentage Change	8.59%	1.41%	4.34%	4.30%

City of Raytown Fiscal Year 2019 Annual Budget

Detailed Summary of Sewer Fund Revenues

		2017-2018 Actual	2018-2019 Budget	2018-2019 Projected	2018-2019 Budget
FUND: Sewer					
<u>Service Charges</u>					
Sewer Use Charge	501-42-00-100-44331	6,674,821	7,184,000	6,953,999	7,440,000
Sewer Late Pay Penalties	501-00-00-100-44332	207,672	215,000	221,091	222,000
Circuit Breaker	501-42-00-402-44541	(6,999)	(10,000)	(7,000)	(10,000)
Returned Items	501-42-00-100-46501	5,595	5,000	3,000	3,000
Contract Charges	501-00-00-100-46502	-	-	-	-
Administrative Revenue	501-42-00-100-46503	28,478	-	34,770	30,000
Total Service Charges		6,909,567	7,394,000	7,205,860	7,685,000
<u>Licenses & Permits</u>					
Total Licenses & Permits		-	-	-	-
<u>Miscellaneous</u>					
Credit Card Processing Fee	501-42-00-000-42122	35,600	30,000	39,942	42,000
Interest Earnings	501-00-00-100-46101	41,521	25,000	63,500	40,000
Investment Income	501-00-00-100-46102	30,093	15,000	37,950	37,000
SRF Interest Subsidy	501-00-00-006-46111	149,100	123,405	123,405	109,520
SRF Interest Subsidy	501-00-00-007-46111	101,691	93,918	93,918	85,850
Total Miscellaneous		358,005	287,323	358,715	314,370
<u>One Time Revenues</u>					
Total One Time Revenues		-	-	-	-
<u>Transfer From Other Funds</u>					
Total Transfers From Other Funds		-	-	-	-
<u>TOTAL SEWER REVENUE</u>		<u>7,267,572</u>	<u>7,681,323</u>	<u>7,564,575</u>	<u>7,999,370</u>

SEWER FUND

-

FINANCE

Sewer Fund Department Budget

Finance Budget

2016-2017 Actual 2017-2018 Actual 2018-2019 Forecast 2019-2020 Budget

Expense Category				
Personnel Services	107,803	231,861	223,801	228,997
Supplies, Services, and Charges	4,815,349	4,230,367	3,993,201	4,537,875
Repairs & Maintenance	-	-	-	-
Utilities	-	-	-	-
Capital Expenditures	-	-	5,000	-
Debt Service	1,238,922	1,238,922	1,238,922	1,279,516
<hr/>				
Total Sewer Fund Request	6,162,075	5,701,150	5,460,924	6,046,388

Request Increase (Decrease) from FY 19 **585,464**
 % change from FY 19 **9.75%**

Personnel Summary - Full time Equivalents (FTE)				
Job Title	FY 18 Budget	FY 19 Request	FY 20 Request	Difference FY 19
Accountant	-	0.90	1.00	0.10
Accounting Supervisor	-	-	-	-
Accounts Payable Clerk	1.00	-	-	-
Assist. Director of Finance	-	-	-	-
Cashier	-	-	-	-
City Collector	Elected PT	Elected PT	Elected PT	-
Controller	0.85	0.85	0.85	-
Director of Finance	0.85	0.85	0.85	-
Payroll Clerk	0.90	0.90	0.90	-
Treasury Analyst	0.50	0.50	0.50	-
Treasury Clerk	0.50	0.50	0.50	-
	4.60	4.50	4.60	(0.10)

City of Raytown Fiscal Year 2019 Annual Budget

Detailed Summary of Sewer Fund Revenues

Expense Category	19/20 Request
<i>Personnel Services</i>	
501-42-00-100-51102	152,060
Civilian Employees	
Annual Salary	149,771
COLA/Merit Increase	2,288
501-42-00-100-51111	2,782
Civilian Employees Overtime	
501-42-00-100-51206	413
Life Insurance	
501-42-00-100-51212	3,097
Civilian Pension- 401A Match	
501-42-00-100-51214	21,213
Deferred Compensation- LAGERS	
501-42-00-100-51215	33,843
Health Insurance	
501-42-00-100-51218	1,350
Med Exp - HSA Contribution	
501-42-00-100-51220	1,575
Dental	
501-42-00-100-51221	382
Vision	
501-42-00-100-51225	11,845
FICA	
501-42-00-100-51236	-
Ins Opt Out Incentive	
501-42-00-100-51238	72
Phone Allowance	
501-42-00-100-51240	365
Workers Compensation Insurance	
<i>Supplies, Services, and Charges</i>	
501-42-00-100-52101	2,500
Office Supplies	
501-42-00-100-53101	66,000
Postage	
Postage - Arista Information Systems	54,000
Monthly prepaid write-off	12,000
501-42-00-100-53241	23,200
Printing & Promotions	
Sewer quarterly bill inserts	3,200
Printing (Arista Information System)	20,000
501-42-00-100-53500	1,225
Equipment	
Postage Machine Rental	1,225
501-42-00-100-53644	16,810
Computer Services	
Incode	16,810
501-42-00-100-53701	2,500
Education and Training	
Conferences - 2 employees	1,500
Webinar's - Incode Training	1,000
501-42-00-100-53705	150
Meetings & Events	
501-42-00-100-53711	1,750
Meals & Travel	
Conferences - 2 employees	1,750
501-42-00-100-53821	70,000
Bad Debt Expense	
501-42-00-100-53823	2,500
Collection Agency	
501-42-00-100-53913	64,240
General Liability Insurance	
	4,280,000
Sewer Treatment	
501-42-00-100-53931	2,650,000
Quarterly Charges - Little Blue Valley	
501-42-00-100-53932	1,630,000
Monthly Charges - KC Water	
501-42-00-100-53961	7,000
Bank Charges	
<i>Repairs & Maintenance</i>	
<i>Utilities</i>	
<i>Capital Expenditures</i>	
<i>Debt Service</i>	
	1,279,516
SRF Principal	895,000
501-00-00-006-54132	445,000
SRF 06 Principal Pymt	
501-00-00-007-54132	280,000
SRF 07 Principal Pymt	
501-00-00-013-54132	170,000
2013 Refunding Bond	

City of Raytown Fiscal Year 2019 Annual Budget

Detailed Summary of Sewer Fund Revenues

SRF Interest		348,575
501-00-00-006-54142	Interest SRF 06	165,563
501-00-00-007-54143	Interest SRF 07	129,850
501-00-00-013-54143	Interest SRF 13	53,162
Fiscal Agent Fee's		35,941
501-00-00-006-54133	DNR Fee SRF 06	18,126
501-00-00-006-54133	UMB Fee SRF 06	1,072
501-00-00-007-54133	DNR Fee SRF 07	15,327
501-00-00-007-54133	UMB Fee SRF 07	872
501-00-00-013-54133	UMB Fee 13	544
501-00-00-013-54133	Rebate Fee	
501-00-00-013-54133	Misc	
<i>Total Sewer Fund Request</i>		<i>6,046,388</i>

SEWER FUND

-

PUBLIC WORKS

Sewer Fund Department Budget

Public Works Budget

2016-2017 Actual 2017-2018 Actual 2018-2019 Forecast 2019-2020 Budget

Expense Category

Personnel Services	1,642	621,759	822,514	845,363
Supplies, Services, and Charges	168,624	89,854	254,670	175,675
Repairs & Maintenance	-	157,935	239,950	228,985
Utilities	-	8,687	16,000	17,850
Capital Expenditures	-	204,498	270,000	273,000

Total Sewer Fund Request	170,267	1,082,733	1,603,134	1,540,873
---------------------------------	----------------	------------------	------------------	------------------

Request Increase (Decrease) from FY 19 (62,261)
 % change from FY 19 -4.03%

Personnel Summary - Full time Equivalents (FTE)

Job Title	FY 18 Budget	FY 19 Request	FY 20 Request	Difference FY 19
Administrative Asst.	1.90	1.40	0.90	(0.50)
City Engineer	0.50	0.50	0.50	-
Crew Leader	3.30	2.30	3.00	0.70
Engineer Technician	-	0.50	0.50	-
Engineering Intern	0.50	0.38	-	(0.38)
Maint. Supervisor	0.20	0.20	0.20	-
Maint. Worker	3.40	3.40	3.00	(0.40)
Mechanic	0.40	0.30	1.00	0.70
Public Works Director	0.50	0.50	0.50	-
Operations Supervisor	1.00	1.00	1.00	-
Superintendent	0.50	0.50	0.50	-
ROW Inspector	0.30	0.30	0.30	-
Sr. Maint. Worker	1.00	2.00	2.00	-
	13.50	13.28	13.40	0.12

Expense Category		19/20 Request	
<i>Personnel Services</i>		845,363	
501-62-00-100-51102	Civilian Employees		540,274
		Annual Salary	532,065
		COLA/Merit Increase	8,210
501-62-00-100-51106	Part Time Employees		-
		Annual Salary	-
		COLA/Merit Increase	-
501-62-00-100-51111	Civilian Employees Overtime		15,246
		Overtime	8,846
		Special Hours	6,400
501-62-00-100-51206	Life Insurance		1,725
501-62-00-100-51212	Civilian Pension- 401A Match		8,275
501-62-00-100-51214	Deferred Compensation- LAGERS		72,509
501-62-00-100-51215	Health Insurance		112,810
501-62-00-100-51218	Med Exp - HSA Contribution		7,500
501-62-00-100-51220	Dental		5,551
501-62-00-100-51221	Vision		855
501-62-00-100-51225	FICA		42,497
501-62-00-100-51236	Ins Opt Out Incentive		7,200
501-62-00-100-51238	Phone Allowance		960
501-62-00-100-51240	Workers Compensation Insurance		29,961
<i>Supplies, Services, and Charges</i>		175,675	
501-62-00-100-52101	Office Supplies		3,000
		General Office Supplies	2,550
		Copier + Overages	450
501-62-00-100-52200	Operating Supplies		13,000
		General Supplies	2,000
		Sanitation Supplies	4,000
		Tools & Labor Supplies	7,000
501-62-00-100-52233	Uniforms		5,500
		Rental	2,000
		Purchase	3,500
501-62-00-100-52250	Professional Services		100,000
		Capital Sanitary Sewer Design	100,000
501-62-00-100-53101	Postage		200
501-62-00-100-53301	Dues & Membership		2,100
		Water/Wastewater	500
		APWA	1,600
501-62-00-100-53500	Equipment		20,000
		Equipment Rentals	3,000
		Minor Equipment(ex. Sewer truck , jetter hoses, replacement nozzles)	17,000
501-62-00-100-53644	Computer Services		3,000
		Web GIS	3,000
501-62-00-100-53701	Education and Training		4,100
		Water/Wastewater Conference	3,000
		APWA PWX	1,100
501-62-00-100-53711	Meals & Travel		2,750
501-62-00-100-53999	Contractual Services		22,025
		Comcast	1,200
		DNR Connection Fees	11,000
		Root Treatments	9,825
<i>Repairs & Maintenance</i>		228,985	

Sewer Fund - Public Works

501-62-00-100-52300	Repair & Maintenance Supplies			7,687
		Sewer manhole & line supplies	7,687	
501-62-00-100-52301	Fuel			15,548
501-62-00-100-53600	Repair & Maintenance Services			155,000
		Emergency Repair	150,000	
		Copier Maintenance	1,500	
		Pump repair & service	3,500	
501-62-00-100-55000	Vehicle Expense			50,750
		Repairs & Service	48,000	
		Supplies & Tools	2,750	
<i>Utilities</i>				17,850
501-62-00-100-53421	Water			3,800
		6417 Railroad	1,800	
		Truck Fill	2,000	
501-62-00-100-53401	Electricity			7,000
		6417 Railroad	5,000	
		VM Building	1,000	
		Pump Station	1,000	
501-62-00-100-53411	Gas			3,250
		6417 Railroad	2,500	
		VM Building	750	
501-62-00-100-53441	Mobile Phone & Pagers			3,800
		PW Director	300	
		City Engineer	300	
		Superintendent	3,200	
<i>Capital Expenditures</i>				273,000
501-62-00-100-57000	Capital Expenditures			273,000
		Sewer Mitigation	3,000	
		Sewer Rehabilitation	270,000	
<i>Debt Service</i>				-
Total Sewer Fund Request				1,540,873