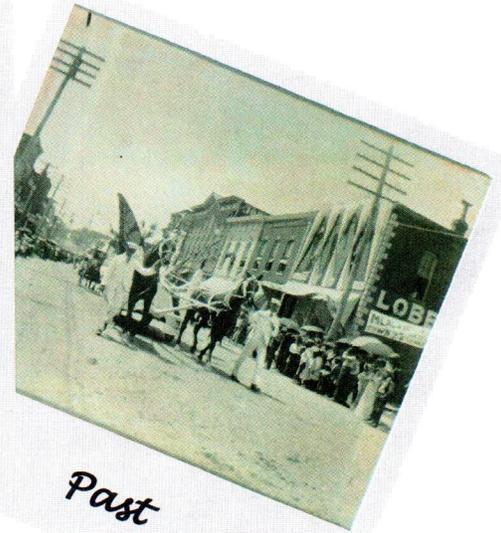


Embracing



Our



Past

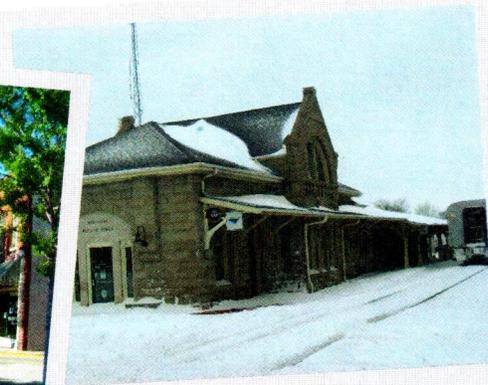
Warrensburg

MISSOURI
City of Warrensburg

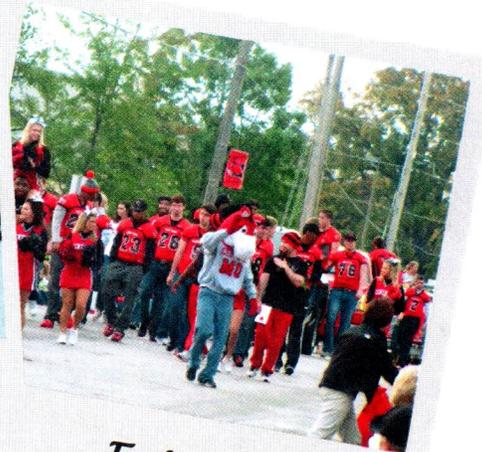
Right Here, Right Now!



Forging



Our



Future

**City of Warrensburg
FY14 Annual Budget**



Charlie Rutt
Mayor



Donna DeFrain
Council Member



Baird Brock
Mayor Pro Tem



City of Warrensburg Missouri Annual Budget For FY14



Don Butterfield
Council Member



Dr. Curt Dyer
Council Member

Cindy Gabel
City Clerk

Paula Hertwig Hopkins
City Manager



Department Directors:

Barbara Carroll - Community Development
Marvin Coleman - Public Works
Bruce Howey - Police Department
James Kushner - Fire Department
Kelvin Shaw—Finance
Dodee Matthews - Parks and Recreation

The City of Warrensburg would like to thank and acknowledge the contributions made by the following to the FY14 Budget Book.

Cover Design

Laura Martins - Public Information

Shannon Ramey—Human Resources

Cited Works:

Demographic Narratives and Statistics

JCEDC (Johnson County Economic Development Corporation). web. August 17, 2012.
http://www.growjocomo.com/?page_id=556

Google Maps, JCEDC. Warrensburg, MO. web. August 20,2012. http://www.growjocomo.com/?page_id=556

UCM Website

Missouri Comprehensive Data System Website

American Community Survey



CITY OF Warrensburg MISSOURI

Mission

The City of Warrensburg will strive to provide a safe, comfortable and prosperous environment in which to live, work, and learn while delivering a high level of service.

Motto

*Warrensburg
Right Here, Right Now!*

Vision

Warrensburg centers its focus on building a community of hometown values that will instill community pride, stimulate a vibrant economy through creative partnerships, and point towards the future

Core Values

With integrity as our guiding light, we will always strive to hold steadfast these core values in all our activities:

- **Passion** – Support the strong tradition of excellence and community pride.
- **Dignity** – Demonstrate a respect for everyone.
- **Growth**– Challenge ourselves and those around us to build upon our successes and actively move toward the future.
- **Stewardship** – Manage public funds and assets responsibly.
- **Professionalism** – Engage in ethical, honest, and compassionate behavior and communication.
- **Education** – Encourage quality life-long learning.
- **Safety and Wellness** – Commit to the health, protection and security of our community.
- **Collaboration** – Connect all community entities.

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ORDINANCE

COUNCIL LETTER NO. 13-136



CITY OF WARRENSBURG CITY MANAGER

Council Letter No. 13-136

September 23, 2013

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

SUBJECT: Second Reading of an Ordinance Adopting the Annual Operating Budget for the Fiscal Year Beginning October 1, 2013 for the City of Warrensburg, Missouri

BACKGROUND:

This agenda item calls for the Council to consider an ordinance as the second reading to adopt the annual operating budget for the upcoming fiscal year. Effective budgeting processes are by nature always ongoing throughout the fiscal year cycle, but it also represents a financial document that represents the legal authority to spend. The major milestones culminating in the presentation of this proposed budget began with staff's internal meetings and preparation for presentations at your budget retreat held on June 21st of this year.

Chapter 2, Section 2-122(7) of the Warrensburg Code of Ordinances places the responsibility on the City Manager to prepare and submit to the City Council an annual budget. The Council's Financial Management Policy calls for the City Manager to submit this budget at your first regular City Council meeting in August of each year. Consistent with this policy, a budget document was prepared based in large part on the discussions during your budget retreat, and presented during the study session of your Council meeting on August 12. Based on the discussion during the August 12 meeting, staff pulled together further information and presented this information during the Council study session on August 26. During the 26th study session Council provided additional guidance for staff to finalize the Proposed FY14 City Operating Budget for presentation at your September 9 Council meeting. During your last Council meeting you conducted a public hearing to solicit and hear public comment on the proposed FY14 City Operating Budget, as well as, the City's proposed Capital Improvement Plan. As you will recall there were no comments offered from the public during the public hearing. Likewise there have been no public comments received regarding this proposed budget to date.

ISSUE:

During the September 9 Council meeting ordinances were adopted approving several contracts. A couple of these contracts require modifications to the FY14 budget as it was presented to be consistent with the approved contracts. The contract for services with the Depot Renovation Preservation And Maintenance Corporation, as approved is for \$ 1,000 more than the amount included in the previously presented budget. Therefore the budget has been increased to reflect the amount approved in the contract. Also the contract for services with Warrensburg Main Street, Inc. includes a provision for reimbursement of professional development expenses that was not included in the proposed budget as previously presented. The budget has been increased by \$ 1,000 consistent with the approved contract.

COUNCIL LETTER NO. 13-136



At the printing of the proposed budget the Executive Assistant position had not been filled. With this position now filled, staff can more accurately project wages and benefits for this budgeted position. The proposed budgeted expenditures for this position have been increased by \$1,505.94 to reflect the offered and accepted wages.

During a discussion at the last Council meeting, the consensus of Council was to proceed with the project referred to as the Downtown Phase IIIB Project. As you may recall the bids came in higher than expected for this project. Council and staff expressed concern over the time pressures of completing this project and the total cost above the engineer's estimate. Therefore Council directed staff to include this project in the budget for FY14 rather than FY13 at the increased level of funding. The total revenues added were \$149,547.00, and expenditures added of \$200,775.80, for a net reduction in the CIP Fund revenues over / (under) expenditures of \$51,228.80.

Further, at the last Council meeting, Council requested more descriptive narratives for the trust narratives, to include requirements of each specific trust. Staff has revised these descriptions to serve as a reminder of the requirements / restrictions when administering each trust. Additionally Council requested that additional information be included in the budget document describing line-items denoted as "non-categorized". Staff has added footnotes delineating each of these line items.

STRATEGIC PLAN:

Goal I of the strategic plan states, "Maintain financial stable local economy and city government that meets community needs. Further Objective A of this goal states, "Pursue and maintain financial integrity of City operations". I believe that you will find this budget proposal furthers the City's accomplishments in this area.

FISCAL IMPACT:

The fiscal impact is delineated in the proposed budget.

ECONOMIC BENEFITS / IMPACT:

It is the intent of the FY14 Budget and possibly subsequent budgets, to strategically focus on economic growth and development. The economic benefits or impact of individual items and certain areas of the budget will be discussed in general terms with the presentation.

RECOMMENDATION:

Staff recommends adoption of the City operating budget for the fiscal year beginning October 1, 2013 as presented with the modifications as presented.

Sincerely,

A handwritten signature in black ink, appearing to read "Paula Hertwig Hopkins".

Paula Hertwig Hopkins
City Manager

Attachments: Ordinance
Exhibit A - Proposed FY14 Budget Modifications

ORDINANCE



BILL NO. 9-17-B

ORDINANCE NO. 487

AN ORDINANCE ADOPTING THE ANNUAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2013 FOR THE CITY OF WARRENSBURG, MISSOURI.

WHEREAS, the City Manager has submitted a proposed budget to the City Council in accordance with Section 2-122(7) of the City Ordinances; and

WHEREAS, the proposed budget provides a complete financial plan of all City funds and activities for the fiscal year;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI, AS FOLLOWS:

Section 1: The City Council hereby adopts the Annual Operating Budget for the fiscal year of October 1, 2013 to September 30, 2014. A copy of this document is on file in the Office of the City Clerk.

Section 2: This ordinance shall be in full force and effect from and after its passage by the City Council.

Passed in open session this 23rd day of September, 2013.



Attest:

Cindy Gabel
Cindy Gabel
City Clerk

Charlie Rutt
Charlie Rutt
Mayor

ORDINANCE EXHIBIT A



Exhibit A
City of Warrensburg
Proposed Budget Modifications To Previous Presentation
Fiscal Year Ending 9/30/2014

Account #	Account Name	Budget As Proposed	Increase	Decrease	Adjusted Budget	Notes / Comments / Justification
General Fund:						
110-642-9301	Community Agreements	152,100.00	1,000.00		153,100.00	Depot Renovation, Preservation & Maint
	Net		1,000.00	-	1,000.00	Depot Renovation, Preservation & Maint
110-642-9301	Community Agreements	153,100.00	1,000.00		154,100.00	Mainstreet Prof. Development Per Contract
	Net		1,000.00	-	1,000.00	Mainstreet Prof. Development Per Contract
110-603-1101	Wages	132,235.04	2,683.20		134,918.24	Executive Assistant Position Filled
110-603-1105	Wages - Supplemental	4,860.00		60.00	4,800.00	Executive Assistant Position Filled
110-603-2101	FICA Taxes	10,717.27	200.68		10,917.95	Executive Assistant Position Filled
110-603-2201	Retirement - Lagers	13,435.31		1,324.72	12,110.59	Executive Assistant Position Filled
110-603-2401	Worker's Compensation	362.43	6.78		369.21	Executive Assistant Position Filled
	Net		2,890.66	1,384.72	1,505.94	Executive Assistant Position Filled
110-611-9990	Contingency Appropriation	86,385.26	35.06		86,420.32	Effect On Contingency
	Net		35.06	-	35.06	Effect On Contingency
Capital Improvement - Transportation Fund						
210-52205	Grants - MODOT	-	(149,547.00)		(149,547.00)	Downtown Phase IIIB Project
210-680-6401	Engineering	-	3,626.95		3,626.95	Downtown Phase IIIB Project
210-680-5601	Advertising	600.00	74.00		674.00	Downtown Phase IIIB Project
210-680-5206	Legal	200.00	7,475.00		7,675.00	Downtown Phase IIIB Project
210-680-5908	Permits	-	300.00		300.00	Downtown Phase IIIB Project
210-680-6499	Infrastructure - Non Categorized	-	189,299.85		189,299.85	Downtown Phase IIIB Project
	Net		51,228.80	-	51,228.80	Downtown Phase IIIB Project
Water Pollution Control Fund						
610-55140	Services	(4,400,000.00)		(228,167.00)	(4,171,833.00)	Propose Rate Structure

COUNCIL LETTER CIP NO. 13-131



CITY OF WARRENSBURG PUBLIC WORKS

Council Letter No. 13-131

September 16, 2013

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

SUBJECT: A Resolution of the City Council of the City of Warrensburg, Missouri,
Establishing the 2014-2018 Five-Year Capital Improvement Program

BACKGROUND:

The 2014-2018 Capital Improvements Program (CIP) is a planning document that the City Council and City Staff can use to prioritize and coordinate existing and future capital projects.

Staff meetings began in May 2013 with the setting of goals and guidelines in order to provide a plan of approved projects and review new projects. Priorities were discussed for the FY14 budget year along with setting additional projects into the following four years.

Suggested projects were provided to Council on June 21, 2013 at the annual budget retreat in which the current state of the City was discussed along with planning for the future.

ISSUES:

The 2014-2018 Capital Improvements Program is a separate planning document for Council and Staff to review. Proposed project amounts for the upcoming year are then incorporated into the Proposed Budget for Council approval.

STRATEGIC PLAN:

The CIP document follows the Strategic Plan when planning current projects along with future projects. Each Goal is reviewed when determining what capital projects are current and what the future will require.

FISCAL IMPACT:

The 2014-2018 Capital Improvements Program includes projects funded by the Vehicle and Gas Tax along with funding from the ½ cent Sales Tax collected.

ECONOMIC BENEFITS:

A Capital Improvement extends or improves infrastructure and provides safe and desirable services for the benefit of the community and quality of life in Warrensburg.



RECOMMENDATIONS:

Staff recommends approval as submitted.

Sincerely,

Marvin Coleman
Director of Public Works

cc: Paula Hertwig Hopkins, City Manager

Attachments: Resolution

CIP RESOLUTION



RESOLUTION NO. 2080

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI, ESTABLISHING THE 2014-2018 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

WHEREAS, the City Council provides leadership to the community and direction for City staff; and

WHEREAS, on June 21, 2013, members of the City Council and Department Directors held a budget retreat and discussed the current state of the City as well as a vision for the future of Warrensburg; and

WHEREAS, on September 9, 2013, a list of capital improvement projects were presented for public comments; and

NOW, THEREFORE, be it resolved by the City of Warrensburg, Missouri, as follows:

Section 1. The City of Warrensburg establishes and approves the 2014-2018 Five-Year Capital Improvement Program as presented to Council.

Passed this 23rd day of September, 2013.

ATTEST:

Cindy Gabel, City Clerk

The seal of the City of Warrensburg, Missouri, is circular and contains the text "WARRENSBURG MISSOURI" around the perimeter and "INCORPORATED 1855" in the center.


Charlie Rutt, Mayor



**CITY OF WARRENSBURG
CITY MANAGER**

Council Letter No. 13-120

September 9, 2013

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

SUBJECT: A Public Hearing on the Proposed FY14 City Operating Budget and First Reading of an Ordinance Adopting the Annual Operating Budget for the Fiscal Year Beginning October 1, 2013 for the City of Warrensburg, Missouri

BACKGROUND:

These agenda items call for the Council to hear public comment on the Proposed FY14 City Operating Budget and First reading of an Ordinance to approve said budget.

Chapter 2, Section 2-122(7) of the Warrensburg Code of Ordinances places the responsibility on the City Manager to prepare and submit to the City Council an annual budget. The Council's Financial Management Policy calls for the City Manager to submit this budget at your first regular City Council meeting in August of each year. Consistent with this policy, a budget document was presented during the study session of your Council meeting on August 12 for your review and consideration. Based on the discussion during the August 12 meeting, staff pulled together further information and presented this during the Council study session on August 26. During this study session Council provided additional guidance for staff to finalize this Proposed FY14 City Operating Budget at this Council meeting.

We have published and posted notice of the public hearing scheduled as part of this Council meeting. Also we have placed the proposed budget on the City's web page and placed a copy for public inspection with the City Clerk. We have not received any public comments to date, but if we receive any written comments to the City Clerk or from the web page, we will make them available to you as soon as feasible.

On a related matter, State law requires the City to hold public hearings on our proposed General and Park tax levies. The approved ordinances must be submitted to the County Clerk no later than August 31, 2013. Compliance with these items have been completed through the last Council meeting including public hearings, and these levies were certified to the Count Clerk prior to August 31.

ISSUE:

As part of the presentation of the draft budget at your last Council meeting study session, I provided an overview of some discussion items to garner Council input or consensus. Likewise, staff presented the results of the City Council and City Manager Priority rankings of items for possible inclusion in the FY14 budget. Consistent with the direction and guidance given at this last meeting, we have included those items in this proposed budget. Staff will present a summary of such changes to the original draft presented.



STRATEGIC PLAN:

Goal I of the strategic plan states, "Maintain financial stable local economy and city government that meets community needs. Further Objective A of this goal states, "Pursue and maintain financial integrity of City operations". I believe that you will find this budget proposal furthers the City's accomplishments in this area.

FISCAL IMPACT:

The fiscal impact is delineated in the proposed budget.

ECONOMIC BENEFITS / IMPACT:

It is the intent of the FY14 Budget and possibly subsequent budgets, to strategically focus on economic growth and development. The economic benefits or impact of individual items and certain areas of the budget will be discussed in general terms with the presentation.

RECOMMENDATION:

The recommendation of staff is for Council to accept public input during the hearing and based on that input direct staff on any modifications Council desires, and conduct the first reading of the ordinance as submitted.

Sincerely,

Paula Hertwig Hopkins
City Manager

Attachments: Ordinance



BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE ADOPTING THE ANNUAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2013 FOR THE CITY OF WARRENSBURG, MISSOURI.

WHEREAS, the City Manager has submitted a proposed budget to the City Council in accordance with Section 2-122(7) of the City Ordinances; and

WHEREAS, the proposed budget provides a complete financial plan of all City funds and activities for the fiscal year;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI, AS FOLLOWS:

Section 1: The City Council hereby adopts the Annual Operating Budget for the fiscal year of October 1, 2013 to September 30, 2014. A copy of this document is on file in the Office of the City Clerk.

Section 2: This ordinance shall be in full force and effect from and after its passage by the City Council.

Passed in open session this _____ day of September, 2013.

Charlie Rutt
Mayor

Attest:

Cindy Gabel
City Clerk

COUNCIL LETTER NO. 13-121



CITY OF WARRENSBURG CITY MANAGER

Council Letter No. 13-121

August 26, 2013

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

SUBJECT: Second Presentation of the Proposed FY14 City Operating and Capital Improvement Budget and Finalizing City Council Priorities and Staff Recommendations

BACKGROUND:

Chapter 2, Section 2-122(7) of the Warrensburg Code of Ordinances places the responsibility on the City Manager to prepare and submit to the City Council an annual budget. The Council's Financial Management Policy calls for the City Manager to submit this budget at your first regular City Council meeting in August of each year. Consistent with this policy, a budget document was presented during the study session of your Council meeting on August 12 for your review and consideration. As part of this presentation, I have provided the budget message which includes an overview of FY13 accomplishments, revenues, expenditures, FY14 projections, and Strategic Plan Action Steps.

We have placed the proposed budget on the City's web page and placed a copy for public inspection with the City Clerk. Upon finalizing the proposed budget we will update these copies as well as place a copy at the Trails Regional Library and the University of Missouri Libraries. In addition, we have published notice that they may comment during a public hearing scheduled for September 9, 2013, prior to the 1st reading of the ordinance for adoption of the budget.

On a related matter, State law requires the City to hold public hearings on our proposed General and Park tax levies. The approved ordinances must be submitted to the County Clerk no later than August 31, 2013. Public notice has been given and those hearings and ordinances are on the agenda for this Council meeting.

ISSUE:

As part of the presentation of the draft budget at your last Council meeting study session, I provided an overview of some discussion items to garner Council input or consensus. Likewise, staff presented the results of the City Council and City Manager Priority rankings of items for possible inclusion in the FY14 budget. Consistent with the direction and guidance given at this last meeting, we plan to discuss the recommended revisions to the budget to incorporate these items at your study session on Monday, August 26, 2013. With this consensus and Council direction, staff will then finalize the proposed budget for public comment and your consideration at the September 9 Council meeting.

STRATEGIC PLAN:

Goal I of the strategic plan states, "Maintain financial stable local economy and city government that meets community needs. Further Objective A of this goal states, "Pursue

COUNCIL LETTER NO. 13-121



and maintain financial integrity of City operations". I believe that you will find this budget proposal furthers the City's accomplishments in this area.

FISCAL IMPACT:

The fiscal impact is delineated in the draft budget and referenced in the discussion items for consideration.

ECONOMIC BENEFITS / IMPACT:

It is the intent of the FY14 Budget and possibly subsequent budgets, to strategically focus on economic growth and development. The economic benefits or impact of individual items and certain areas of the budget will be discussed in general terms with the presentation.

RECOMMENDATION:

The recommendation of staff is to review the draft of the FY14 budget and discussion items, ask any questions that you may have, and provide guidance to staff regarding any desired modifications to be made with the issuance of the finalized proposed budget at the next Council Meeting.

Sincerely,

Paula Hertwig Hopkins
City Manager



**CITY OF WARRENSBURG
CITY MANAGER**

Council Letter No. 13-105

August 12, 2013

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

SUBJECT: Presentation of the Proposed FY14 City Operating and Capital Budget

BACKGROUND:

Chapter 2, Section 2-122(7) of the Warrensburg Code of Ordinances places the responsibility on the City Manager to prepare and submit to the City Council an annual budget. The Council's Financial Management Policy calls for the City Manager to submit this budget at your first regular City Council meeting in August of each year. Consistent with this policy, a budget document has been provided for your review and consideration. We plan to discuss the proposed budget at your expanded study session beginning at 5:30 p.m. Monday, August 12, 2013 and provide a brief presentation of the proposed FY14 budget draft.

I have provided the budget message which includes an overview of FY13 accomplishments, revenues, expenditures, FY14 projections, and Strategic Plan Action Steps. We will place the proposed budget on the City's web page; place a copy for public inspection with the City Clerk, Trails Regional Library, and the University of Missouri Libraries. In addition, we plan to communicate to the public that they may comment during a public comment period prior to the draft and final readings of the budget occurring in September, 2013.

State law requires the City to hold public hearings on our proposed General and Park tax levies. The approved ordinances must be submitted to the County Clerk no later than August 31, 2013. Those hearings and ordinances are scheduled to be brought forth to Council during your regular Council meeting on August 26, 2013.

ISSUE:

Consideration of the draft proposed FY14 City Operating and Capital Budget.

STRATEGIC PLAN:

Goal I of the strategic plan states, "Maintain financial stable local economy and city government that meets community needs. Further Objective A of this goal states, "Pursue and maintain financial integrity of City operations". I believe that you will find this budget proposal furthers the City's accomplishments in this area.

FISCAL IMPACT:

The fiscal impact is delineated in the draft budget and referenced in the PowerPoint presentation.



ECONOMIC BENEFITS / IMPACT:

It is the intent of the FY14 Budget and possibly subsequent budgets, to strategically focus on economic growth and development. The economic benefits or impact of individual items and certain areas of the budget will be discussed in general terms with the presentation.

RECOMMENDATION:

The recommendation of staff is to review the draft of the FY14 budget, ask any questions that you may have, and provide guidance to staff regarding any desired modifications to be made with the issuance of the second draft at the next Council Meeting.

Sincerely,

Paula Hertwig Hopkins
City Manager

Attachments: Power Point Presentation
Draft of FY14 Budget

COUNCIL LETTER NO. 13-133



CITY OF WARRENSBURG FINANCE DEPARTMENT

Council Letter No. 13-133

September 23, 2013

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

SUBJECT: Ordinance Amending Ordinance 4782, Concerning the Adopted Annual Budget for Fiscal Year 2012-2013

BACKGROUND: Using the operating budget as a planning and management tool includes making adjustments when warranted. Many of these modifications to the budget were presented and adopted at the last Council meeting. Since that presentation, some additional items have been identified by staff.

ISSUE: Attached to the proposed Ordinance for your consideration is an Exhibit A delineating recommended changes to FY13 annual operating budget. Staff will make a presentation of these recommended budget adjustments and / or amendments to insure that Council is fully informed. For those areas where an increase in expenditures is recommended, staff will recommend Council action to amend the budget through adoption of an ordinance.

STRATEGIC PLAN: Staff believes these actions are consistent with the stated goals and objectives and will discuss each major item individually.

FISCAL IMPACT: The fiscal impact for the current fiscal year is denoted in the attached Exhibit A and will be discussed during the presentation.

ECONOMIC BENEFITS / IMPACT: The economic impact of each major area will be discussed during the presentation.

RECOMMENDATION: In accordance with the provisions of section 67.040 RSMo, City staff recommends approval of the ordinance to amend the FY13 Operating Budget for the City of Warrensburg, Missouri as submitted.

Sincerely,

A handwritten signature in blue ink that reads "Kelvin L. Shaw".

Kelvin L. Shaw, CPA
Director of Finance

cc: City Manager

Attachments: Ordinance
Exhibit A

ORDINANCE



BILL NO. 9-14-13

ORDINANCE NO. 1884

AN ORDINANCE AMENDING ORDINANCE 4782, CONCERNING THE ADOPTED ANNUAL BUDGET FOR FISCAL YEAR 2012-2013

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI, AS FOLLOWS:

Section 1. The Annual Budget adopted by Ordinance 4782 is hereby amended as follows:

a) The line item adjustments attached hereto as Exhibit A are hereby adopted and incorporated into the annual budget document for fiscal year 2012-2013.

Section 2. This ordinance shall be in full force and effect from and after its passage.

Passed in open session this 23rd day of September, 2013.




Charlie Rutt, Mayor

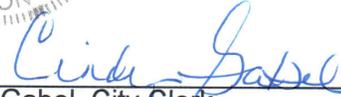
Attest: 
Cindy Gabel, City Clerk



Exhibit A
CITY OF WARRENSBURG
BUDGET AMENDMENT/ADJUSTMENT REQUEST
Fiscal Year Ending 9/30/2013



Department: Various
 Date Request Submitted: 9/23/2013
 CMO Approval Date: 9/23/2013

Prepared by: Kelvin Shaw
 Department Approval: Various
 Finance Reviewed by: Kelvin Shaw
 City Manager Approval: Acting CM - Bruce Howey

Council Approval Req. (Yes/No): Yes If Req. Date: 9/23/2013

Account #	Account Name	Current Budget	Increase	Decrease	Adjusted Budget	Notes / Comments / Justification
General Fund:						
110-59910	Claims / Reimbursements	(21,146.63)	(616.80)		(21,763.43)	Insured Accident Street Department Truck
110-643-5706	Vehicle Maintenance & Repairs	25,000.00	616.80		25,616.80	Insured Accident Street Department Truck
	Net				-	Insured Accident Street Department Truck
110-642-9301	Community Agreements	172,100.00	1,000.00		173,100.00	Mainstreet Prof. Development Per Contract
	Net		1,000.00		1,000.00	Mainstreet Prof. Development Per Contract
110-623-4103	Computer Supplies	200.00	1,889.79		2,089.79	Animal Shelter Expenditures From Donations
110-623-5101	Utility - Electric	6,800.00	4,012.59		10,812.59	Animal Shelter Expenditures From Donations
	Net		5,902.38		5,902.38	Donations Received To-Date \$7,469.35
110-602-5501	Dues And Memberships	404.00	25.00		429.00	City Clerk Budget Amendments
110-602-5603	Printing And Binding	4,279.00	2,375.00		6,654.00	City Clerk Budget Amendments
	Net		2,400.00		2,400.00	City Clerk Budget Amendments
110-59905	Grants - Non Governmental	(1,495.00)	(1,000.00)		(2,495.00)	HFSC Grant In Fire Department
110-621-4199	Supplies - Non Categorized	10,000.00	285.11		10,285.11	HFSC Grant In Fire Department
110-621-5601	Advertising	877.00	379.40		1,256.40	HFSC Grant In Fire Department
110-621-6299	Equipment - Non Categorized	53,500.00	335.11		53,835.11	HFSC Grant In Fire Department
	Net		(0.38)		(0.38)	HFSC Grant In Fire Department
110-621-4108	Meeting Supplies	550.00	50.60		600.60	Fire Department Budget Adjustments
110-621-5299	Contractual - Non Categorized	50.60		50.60	-	Fire Department Budget Adjustments
110-621-4112	Publications	3,567.00	200.00		3,767.00	Fire Department Budget Adjustments
110-621-5404	Schools And Seminars	8,420.00		200.00	8,220.00	Fire Department Budget Adjustments
	Net		250.60	250.60	-	Fire Department Budget Adjustments
110-611-1102	Wages - Part Time	12,921.68	2,175.28		15,096.96	General Department Budget Adjustment
110-611-5404	Schools And Seminars	4,815.00	2,175.28		2,639.72	General Department Budget Adjustment
	Net		2,175.28	2,175.28	-	General Department Budget Adjustment
110-622-1103	Wages - Overtime	52,533.74		4,595.00	47,938.74	Police Department Budget Adjustments



Exhibit A
CITY OF WARRENSBURG
BUDGET AMENDMENT/ADJUSTMENT REQUEST
Fiscal Year Ending 9/30/2013



Department: Various
 Date Request Submitted: 9/23/2013
 CMO Approval Date: 9/23/2013

Prepared by: Kelvin Shaw
 Department Approval: Various
 Finance Reviewed by: Kelvin Shaw
 City Manager Approval: Acting CM - Bruce Howey
 Council Approval Req. (Yes/No): Yes If Req. Date: 9/23/2013

Account #	Account Name	Current Budget	Increase	Decrease	Adjusted Budget	Notes / Comments / Justification
110-622-1105	Wages - Supplemental	-	4,595.00		4,595.00	Police Department Budget Adjustments
110-622-1101	Wages	1,517,389.60		6,446.60	1,510,943.00	Police Department Budget Adjustments
110-622-2501	Unemployment	-	6,400.00		6,400.00	Police Department Budget Adjustments
110-622-2601	Flex Spending Account	-	46.60		46.60	Police Department Budget Adjustments
110-622-4103	Computer Supplies	10,500.00		400.00	10,100.00	Police Department Budget Adjustments
110-622-4111	Program Supplies	12,500.00			12,900.00	Police Department Budget Adjustments
110-622-4107	Maintenance & Repair Supplies	3,000.00		2,400.00	600.00	Police Department Budget Adjustments
110-622-5701	Building Maintenance & Repairs	33,000.00	7,050.00		40,050.00	Police Department Budget Adjustments
110-622-5703	Equipment Maintenance & Repairs	1,000.00	470.00		1,470.00	Police Department Budget Adjustments
110-622-5704	Software Maintenance & Repairs	12,000.00		125.00	11,875.00	Police Department Budget Adjustments
110-622-5706	Vehicle Maintenance & Repairs	24,000.00		4,995.00	19,005.00	Police Department Budget Adjustments
110-622-5103	Utility - Water	2,400.00	170.32		2,570.32	Police Department Budget Adjustments
110-622-5105	Utility - Cable Television	400.00	103.04		503.04	Police Department Budget Adjustments
110-622-5106	Utility - Telephone	8,500.00		273.36	8,226.64	Police Department Budget Adjustments
110-622-5401	Travel - Meals	600.00	325.00		925.00	Police Department Budget Adjustments
110-622-5403	Travel - Room	1,500.00	500.00		2,000.00	Police Department Budget Adjustments
110-622-5404	Schools And Seminars	8,900.00		980.00	7,920.00	Police Department Budget Adjustments
110-622-5501	Dues And Memberships	500.00	155.00		655.00	Police Department Budget Adjustments
110-622-5903	Health And Wellness	650.00		75.00	575.00	Police Department Budget Adjustments
110-622-5904	Employment	-	50.00		50.00	Police Department Budget Adjustments
110-622-5905	Security	1,350.00	25.00		1,375.00	Police Department Budget Adjustments
	Net		20,289.96	20,289.96		
110-623-1102	Wages - Part Time	18,351.20		1,320.00	17,031.20	Animal Control Budget Adjustments
110-623-1103	Wages - Overtime	1,000.00	1,200.00		2,200.00	Animal Control Budget Adjustments
110-623-1105	Wages - Supplemental	-	120.00		120.00	Animal Control Budget Adjustments
110-623-2301	Insurance - Dental	2,487.96		600.00	1,887.96	Animal Control Budget Adjustments
110-623-2303	Insurance - Health Deductible	300.00	600.00		900.00	Animal Control Budget Adjustments
110-623-4104	Custodial Supplies	550.00		50.00	500.00	Animal Control Budget Adjustments
110-623-4109	Office Supplies	350.00	50.00		400.00	Animal Control Budget Adjustments
110-623-5299	Contractual - Non Categorized	17,000.00		7.00	16,993.00	Animal Control Budget Adjustments
110-623-5904	Employment	250.00	7.00		257.00	Animal Control Budget Adjustments
	Net		1,977.00	1,977.00		



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Fiscal Year Ending 9/30/2013



Department: Various
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 CMO Approval Date: 9/23/2013

Prepared by: Kelvin Shaw
 Department Approval: Various
 Finance Reviewed by: Kelvin Shaw
 City Manager Approval: Acting CM - Bruce Howey
 Council Approval Req. (Yes/No): Yes If Req. Date: 9/23/2013

Account #	Account Name	Current Budget	Increase	Decrease	Adjusted Budget	Notes / Comments / Justification
110-644-5108	Fuel	3,000.00		3,000.00	-	Cemetery Budget Adjustments
110-644-4115	Tools	1,300.00		500.00	800.00	Cemetery Budget Adjustments
110-644-4109	Office Supplies	-	30.00		30.00	Cemetery Budget Adjustments
110-644-4199	Supplies - Non Categorized	-	285.00		285.00	Cemetery Budget Adjustments
110-644-5101	Utility - Electric	1,600.00	1,000.00		2,600.00	Cemetery Budget Adjustments
110-644-5102	Utility - Gas	400.00	325.00		725.00	Cemetery Budget Adjustments
110-644-5103	Utility - Water	750.00	150.00		900.00	Cemetery Budget Adjustments
110-644-5703	Equipment Maintenance & Repair	500.00	10.00		510.00	Cemetery Budget Adjustments
110-644-5704	Software Maintenance & Repair	500.00	100.00		600.00	Cemetery Budget Adjustments
110-644-6205	Equipment - Mower	3,600.00	1,600.00		5,200.00	Cemetery Budget Adjustments
	Net		3,500.00	3,500.00	-	Cemetery Budget Adjustments
Parks & Recreation Fund						
430-51105	Property Tax - Current	(350,000.00)	(7,271.00)		(357,271.00)	actual
430-51110	Property Tax - Delinquent	(6,000.00)	(2,697.00)		(8,697.00)	actual
430-51130	M & M Surtax	(10,100.00)	(1,438.00)		(11,538.00)	actual
430-51205	Sales Tax	(1,040,460.00)	(19,983.00)		(1,060,443.00)	actual
430-51305	Use Tax	(65,266.00)	(6,528.00)		(71,794.00)	actual
430-55105	Admissions	(225,000.00)		(28,000.00)	(197,000.00)	Season Rain
430-55115	Advertising	(7,000.00)		(3,780.00)	(3,220.00)	See Donations
430-55120	Concession	(59,000.00)		(15,200.00)	(43,800.00)	Season Rain
430-55170	Programs	(368,000.00)		(28,000.00)	(340,000.00)	Staff change
430-55175	Rentals	(70,000.00)	(7,800.00)		(77,800.00)	Farm Lease
430-55185	Health and Wellness	(83,000.00)		(5,000.00)	(78,000.00)	Less anticipated
430-55198	Discourts	14,000.00	(2,000.00)		12,000.00	Less anticipated
430-55199	Services - Non Categorized	(2,000.00)		(1,996.00)	(4.00)	Do not use this
430-59110	Donations	(8,000.00)	(6,967.00)		(14,967.00)	IEB Groups
430-59905	Grants-Non Gov	-	(250.00)		(250.00)	Tennis Grant
430-611-5601	Advertising	34,500.00		2,500.00	32,000.00	
430-611-5903	Health and Wellness	-	45.00		45.00	Coding differently
430-611-5904	Employeement	4,500.00		604.00	3,896.00	Coding differently
430-611-6402	Recreation Trails	60,000.00		30,000.00	30,000.00	Lions Lake Delayed Spending



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Department: Various
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 CMO Approval Date: 9/23/2013

Prepared by: Kelvin Shaw
 Department Approval: Various
 Finance Reviewed by: Kelvin Shaw
 City Manager Approval: Acting CMI - Bruce Howey

Council Approval Req. (Yes/No): Yes If Req. Date: 9/23/2013

Account #	Account Name	Current Budget	Increase	Decrease	Adjusted Budget	Notes / Comments / Justification
430-631-4104	Custodial Supplies	1,900.00	400.00		2,300.00	
430-631-4106	Lawn and Field Care	8,783.00	717.00		9,500.00	
430-631-5104	Utility- Trash	5,600.00	900.00		6,500.00	Recycling
430-631-5106	Utility-Telephone	420.00	210.00		630.00	
430-631-5205	Labor / Labor & Equipment	3,000.00		2,000.00	1,000.00	More work in house
430-631-5209	Rent / Lease	3,000.00	300.00		3,300.00	More needs in equip
430-632-1102	Wages - Part Time	179,800.00		28,800.00	151,000.00	Less programs
430-632-3101	COGS - Food / Beverage	27,000.00		7,000.00	20,000.00	Rain
430-632-4111	Program Supplies	60,500.00		3,000.00	57,500.00	Less programs
430-632-4116	Aquatic Supplies	2,550.00	1,950.00		4,500.00	More Bday Parties
430-632-5206	Legal Services	800.00	700.00		1,500.00	an increase need
430-632-5207	Management Services	279,057.00	793.00		279,850.00	staff change
430-632-5703	Equipment Maintenance & Repair	1,500.00	1,500.00		3,000.00	Older equipment
430-632-5903	Health and Wellness	-	109.00		109.00	Coding differently
430-632-5904	Employment	-	286.00		286.00	Coding differently
430-632-6209	Equipment - Playground	-	34,211.00		34,211.00	New Playground Eq (Subject To Park Board Review)
430-633-5102	Utility - Gas	70,200.00		8,000.00	62,200.00	Heaters @ pool down
430-633-5104	Utility - Trash	2,500.00	400.00		2,900.00	Recycling
430-633-5701	Building Maintenance & Repair	30,000.00	5,000.00		35,000.00	Maintenance
430-633-5703	Equipment Maintenance & Repair	26,814.00	1,186.00		28,000.00	Maintenance
430-633-5903	Health and Wellness	-	50.00		50.00	Coding differently
430-633-5904	Employment	-	105.00		105.00	Coding differently
430-633-6299	Equipment Non Categorize	52,000.00	6,000.00		58,000.00	New pump
	Net		(72.00)	(72.00)		Parks & Rec. Budget Adjustments (Net Expend Decri.)
Water Pollution Control Fund						
610-53215	Permit - Discharge	(8,000.00)		(5,000.00)	(3,000.00)	WPC Budget Amendment
610-55125	Connections	(8,000.00)	(11,400.00)		(19,400.00)	WPC Budget Amendment
610-55140	Services	(3,000,000.00)	(1,382,096.00)		(4,382,096.00)	WPC Budget Amendment
610-55165	Penalties	(50,000.00)		(48,450.00)	(1,550.00)	WPC Budget Amendment
610-56110	Asset Sales - Equipment	-	(1,500.00)		(1,500.00)	WPC Budget Amendment
610-59910	Claims / Reimbursements	-	(9,713.11)		(9,713.11)	WPC Budget Amendment
610-59999	Non - Categorized	-	(2,146.00)		(2,146.00)	WPC Budget Amendment



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CITY OF WARRENSBURG
BUDGET AMENDMENT/ADJUSTMENT REQUEST
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Department: Various
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 CMO Approval Date: 9/23/2013

Prepared by: Kelvin Shaw
 Department Approval: Various
 Finance Reviewed by: Kelvin Shaw
 City Manager Approval: Acting CM - Bruce Howey

Council Approval Req. (Yes/No): Yes If Req. Date: 9/23/2013

Account #	Account Name	Current Budget	Increase	Decrease	Adjusted Budget	Notes / Comments / Justification
610-611-1102	Wages - Part Time	110.93	8,015.00		8,125.93	WPC Budget Amendment
610-611-5299	Contractual - Non Categorized	102,400.00	8,800.00		111,200.00	WPC Budget Amendment
610-611-9501	Bad Debt	35,000.00	65,000.00		100,000.00	WPC Budget Amendment - Set Up Allowance Only
610-611-9601	Depreciation	-	1,415,000.00		1,415,000.00	WPC Budget Amendment - Note Non-Cash
	Net		89,959.89	(53,450.00)	143,409.89	WPC Budget Amendment
610-611-4103	Computer Supplies	250.00		160.00	90.00	WPC Budget Adjustments
610-611-5106	Utility - Telephone	-	160.00		160.00	WPC Budget Adjustments
610-611-5201	Audit Services	6,500.00		759.00	5,741.00	WPC Budget Adjustments
610-611-5203	Financial Services	-	105.00		105.00	WPC Budget Adjustments
610-611-5501	Dues And Memberships	100.00	280.00		380.00	WPC Budget Adjustments
610-611-5904	Employment	-	24.00		24.00	WPC Budget Adjustments
610-611-5908	Permits	7,500.00	350.00		7,850.00	WPC Budget Adjustments
610-671-6101	Buildings	20,000.00		20,000.00	-	WPC Budget Adjustments
610-671-4104	Custodial Supplies	600.00	100.00		700.00	WPC Budget Adjustments
610-671-5103	Utility - Water	2,150.00	400.00		2,550.00	WPC Budget Adjustments
610-671-5106	Utility - Telephone	1,847.16	2,900.00		4,747.16	WPC Budget Adjustments
610-671-5107	Utility - Data Access	480.12	850.00		1,330.12	WPC Budget Adjustments
610-671-5108	Fuel	11,400.00	2,145.00		13,545.00	WPC Budget Adjustments
610-671-5401	Travel - Meals	-	210.00		210.00	WPC Budget Adjustments
610-671-5403	Travel - Room	-	195.00		195.00	WPC Budget Adjustments
610-671-5601	Advertising	100.00	450.00		550.00	WPC Budget Adjustments
610-671-5701	Building Maintenance & Repair	1,000.00	1,150.00		2,150.00	WPC Budget Adjustments
610-671-5703	Equipment Maintenance & Repairs	2,000.00	2,575.00		4,575.00	WPC Budget Adjustments
610-671-5706	Vehicle Maintenance & Repairs	2,000.00	630.00		2,630.00	WPC Budget Adjustments
610-671-5799	Maintenance & Repair - Non Cat	20,000.00	8,300.00		28,300.00	WPC Budget Adjustments
610-671-5903	Health And Wellness	75.00	95.00		170.00	WPC Budget Adjustments
610-672-5799	Maintenance & Repair - Non Cat	20,000.00		8,408.00	11,592.00	WPC Budget Adjustments
610-672-4103	Computer Supplies	300.00	285.00		585.00	WPC Budget Adjustments
610-672-4104	Custodial Supplies	250.00	30.00		280.00	WPC Budget Adjustments
610-672-4107	Maintenance & Repair Supplies	-	100.00		100.00	WPC Budget Adjustments
610-672-5103	Utility - Water	600.00	200.00		800.00	WPC Budget Adjustments
610-672-5107	Utility - Data Access	960.00	480.00		1,440.00	WPC Budget Adjustments



Exhibit A
CITY OF WARRENSBURG
BUDGET AMENDMENT/ADJUSTMENT REQUEST
Fiscal Year Ending 9/30/2013



Department: Various
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 CMO Approval Date: 9/23/2013

Prepared by: Kelvin Shaw
 Department Approval: Various
 Finance Reviewed by: Kelvin Shaw
 City Manager Approval: Acting CM - Bruce Howey
 Council Approval Req. (Yes/No): Yes If Req. Date: 9/23/2013

Account #	Account Name	Current Budget	Increase	Decrease	Adjusted Budget	Notes / Comments / Justification
610-672-5108	Fuel	3,000.00	1,250.00		4,250.00	WPC Budget Adjustments
610-672-5404	Schools & Seminars	1,015.00	370.00		1,385.00	WPC Budget Adjustments
610-672-5701	Building Maintenance & Repair	1,000.00	2,000.00		3,000.00	WPC Budget Adjustments
610-672-5703	Equipment Maintenance & Repairs	12,100.00	3,400.00		15,500.00	WPC Budget Adjustments
610-672-5903	Health And Wellness	100.00	170.00		270.00	WPC Budget Adjustments
610-672-5904	Employment	-	123.00		123.00	WPC Budget Adjustments
	Net		29,327.00	29,327.00		
Stevenson Trust Fund						
710-611-9701	Donations	2,450.00	250.00		2,700.00	Teachers Whse Donation Approved 9/9/2013 Above Bdgt
	Net		250.00		250.00	Teachers Whse Donation Approved 9/9/2013 Above Bdgt
Crissey Trust Fund						
740-611-9701	Donations	-	500.00		500.00	Destiny House Donation Approved 9/9/2013
	Net		500.00		500.00	Destiny House Donation Approved 9/9/2013
Children's Memorial Fund						
810-59110	Donations	-	(7,600.00)		(7,600.00)	Children's Memorial Fund Budget Amendment
810-611-4106	Lawn And Field Care	-	400.00		400.00	Children's Memorial Fund Budget Amendment
810-611-4117	Food	-	600.00		600.00	Children's Memorial Fund Budget Amendment
810-611-5601	Advertising	-	1,650.00		1,650.00	Children's Memorial Fund Budget Amendment
	Net		(4,950.00)		(4,950.00)	Children's Memorial Fund Budget Amendment

COUNCIL LETTER NO. 13-124



**CITY OF WARRENSBURG
FINANCE DEPARTMENT**

Council Letter No. 13-124

September 9, 2013

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

SUBJECT: Ordinance Amending Ordinance 4782, Concerning the Adopted Annual Budget for Fiscal Year 2012-2013

BACKGROUND: Using the operating budget as a planning and management tool, includes making adjustments when warranted. Throughout the year some items have come to the attention of staff where such changes in plans were warranted. All of the major items have been brought individually as they arose to the Council's attention. However some of the modifications to the planned expenditure and revenue levels have not yet been included in the formally adopted budget.

ISSUE: Staff will make a presentation of areas of the budget that require adjustments and / or amendments to insure that Council is fully aware of what changes in spending patterns occurred during the current year. For those areas where an increase in expenditures is recommended, staff will recommend Council action to amend the budget through adoption of an ordinance.

STRATEGIC PLAN: Staff believes these actions are consistent with the stated goals and objectives and will discuss each major item individually.

FISCAL IMPACT: The fiscal impact for the current fiscal year will be delineated in the presentation.

ECONOMIC BENEFITS / IMPACT: The economic impact of each major area will be discussed during the presentation.

RECOMMENDATION: In accordance with the provisions of section 67.040 RSMo, City staff recommends approval of the ordinance to amend the FY13 Operating Budget for the City of Warrensburg, Missouri as submitted.

Sincerely,

A handwritten signature in blue ink that reads "Kelvin L. Shaw".

Kelvin L. Shaw, CPA
Director of Finance

cc: City Manager

Attachments: Ordinance

ORDINANCE



BILL NO. 9-1-13

ORDINANCE NO. 4871

AN ORDINANCE AMENDING ORDINANCE 4782, CONCERNING THE ADOPTED ANNUAL BUDGET FOR FISCAL YEAR 2012-2013

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI, AS FOLLOWS:

Section 1. The Annual Budget adopted by Ordinance 4782 is hereby amended as follows:

- a) The line item adjustments attached hereto as Exhibit A are hereby adopted and incorporated into the annual budget document for fiscal year 2012-2013.

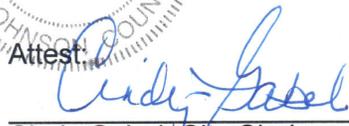
Section 2. This ordinance shall be in full force and effect from and after its passage.

Passed in open session this 9th day of September, 2013.





Charlie Rutt, Mayor

Attest:


Cindy Gabel, City Clerk

ORDINANCE EXHIBIT A



Exhibit A
CITY OF WARRENSBURG
BUDGET AMENDMENT/ADJUSTMENT REQUEST
Fiscal Year Ending 9/30/2013

Department: Various
Date Request Submitted: 9/9/2013
CMO Approval Date: ____/____/____
Post Date: ____/____/____

Prepared by: Kelvin Shaw
Department Approval: Various
Finance Reviewed by: Kelvin Shaw
City Manager Approval: _____
Council Approval Req. (Yes/No): Yes If Req. Date: _____

Account #	Account Name	Current Budget	Increase	Decrease	Adjusted Budget	Notes / Comments / Justification
General Fund:						
110-621-4104	Custodial Supplies	2,000.00	300.00		2,300.00	Fire Dept. Budget Amendment
110-621-4112	Publications	2,500.00	1,067.00		3,567.00	Fire Dept. Budget Amendment
110-621-5205	Labor / Labor & Equipment	11,149.40	1,209.00		12,358.40	Fire Dept. Budget Amendment
110-621-5601	Advertising	400.00	477.00		877.00	Fire Dept. Budget Amendment
110-621-5699	Communication - Non Categorized	1,250.00	111.00		1,361.00	Fire Dept. Budget Amendment
110-621-6207	Equipment - Radios	7,000.00	12.00		7,012.00	Fire Dept. Budget Amendment
110-621-5103	Utility - Water	1,560.00	100.00		1,660.00	Fire Dept. Budget Amendment
110-621-5701	Building Maintenance & Repair	6,282.61	1,324.00		7,606.61	Fire Dept. Budget Amendment
	Net		4,600.00	-	4,600.00	Previously Amended - Expenses Now Added
110-59910	Claims / Reimbursements	-	(6,995.55)		(6,995.55)	Insured Accident Veh 1103
110-621-5703	Equipment Maintenance & Repairs	24,295.00	6,995.55		31,290.55	Insured Accident Veh 1103
	Net		-	-	-	Insured Accident Veh 1103
110-59910	Claims / Reimbursements	(6,995.55)	(14,151.08)		(21,146.63)	Insured Lightening Strike On Siren
110-621-5205	Labor / Labor & Equipment	12,358.40	14,151.08		26,509.48	Insured Lightening Strike On Siren
	Net		-	-	-	Insured Lightening Strike On Siren
110-601-5404	Schools And Simnars	575.00	16.33		591.33	Legislative Budget Amendment
	Net		16.33	-	16.33	Legislative Budget Amendment
110-602-4112	Publications	120.00	60.00		180.00	City Clerk Budget Amendment
110-602-5501	Dues And Memberships	150.00	254.00		404.00	City Clerk Budget Amendment
110-602-5603	Printing And Binding	4,140.00	139.00		4,279.00	City Clerk Budget Amendment
	Net		453.00	-	453.00	City Clerk Budget Amendment
110-611-5299	Contractual - Non Categorized	3,438.07	7,140.00		10,578.07	Settlement Agreement - Opera House
	Net		7,140.00	-	7,140.00	Settlement Agreement - Opera House
110-614-5299	Contractual - Non Categorized	74,750.00	9,000.00		83,750.00	Late Snow Storm Limb Clean-Up
	Net		9,000.00	-	9,000.00	Late Snow Storm Limb Clean-Up
110-612-2301	Insurance - Dental	2,772.66		638.07	2,134.59	Finance Dept. Budget Adjustments
110-612-2303	Insurance - Health Deductible	1,000.00	300.00		1,300.00	Finance Dept. Budget Adjustments
110-612-2401	Worker's Compensation	465.11		68.31	396.80	Finance Dept. Budget Adjustments
110-612-2501	Unemployment	8,300.00		1,266.64	7,033.36	Finance Dept. Budget Adjustments
110-612-4117	Food	135.00	0.02		135.02	Finance Dept. Budget Adjustments
110-612-5401	Travel - Meals	250.00		100.00	150.00	Finance Dept. Budget Adjustments
110-612-5402	Mileage	-	700.00		700.00	Finance Dept. Budget Adjustments
110-612-5403	Travel - Room	-	725.00		725.00	Finance Dept. Budget Adjustments
110-612-5404	Schools And Seminars	2,749.00		1,325.00	1,424.00	Finance Dept. Budget Adjustments
110-612-5601	Advertising	150.00	1,200.00		1,350.00	Finance Dept. Budget Adjustments
110-612-5603	Printing And Binding	1,200.00	450.00		1,650.00	Finance Dept. Budget Adjustments
110-612-5903	Health And Wellness	80.00	65.00		145.00	Finance Dept. Budget Adjustments
110-612-5904	Employment	36.50	58.00		94.50	Finance Dept. Budget Adjustments
110-612-6202	Equipment - Computers	1,100.00	100.00		1,200.00	Finance Dept. Budget Adjustments
110-612-2302	Insurance - Health	19,138.76		1,200.00	17,938.76	Finance Dept. Budget Adjustments
110-612-4103	Computer Supplies	360.00	1,000.00		1,360.00	Finance Dept. Budget Adjustments
	Net		4,598.02	4,598.02	-	Finance Dept. Budget Adjustments
110-613-1102	Wages - Part Time	-	506.99		506.99	IT Dept. Budget Adjustments
110-613-1105	Wages - Supplemental	-	60.00		60.00	IT Dept. Budget Adjustments
110-613-2303	Insurance - Health Deductible	200.00	800.00		1,000.00	IT Dept. Budget Adjustments
110-613-4103	Computer Supplies	250.00		136.27	113.73	IT Dept. Budget Adjustments
110-613-4109	Office Supplies	250.00		103.94	146.06	IT Dept. Budget Adjustments
110-613-4111	Program Supplies	-	516.96		516.96	IT Dept. Budget Adjustments
110-613-4115	Tools	500.00		276.75	223.25	IT Dept. Budget Adjustments
110-613-5202	Consulting Services	1,500.00		1,200.05	299.95	IT Dept. Budget Adjustments
110-613-5601	Advertising	250.00	78.42		328.42	IT Dept. Budget Adjustments
110-613-5702	Computer Maintenance & Repair	500.00	234.25		734.25	IT Dept. Budget Adjustments
110-613-6201	Equipment - Communications	-	2,174.78		2,174.78	IT Dept. Budget Adjustments
110-613-6202	Equipment - Computers	8,400.00		1,117.34	7,282.66	IT Dept. Budget Adjustments
110-913-6206	Equipment - Office	200.00		170.06	29.94	IT Dept. Budget Adjustments
110-613-1101	Wages	74,974.40		5,788.32	69,186.08	IT Dept. Budget Adjustments
110-613-1103	Wages - Overtime	-	4,421.33		4,421.33	IT Dept. Budget Adjustments
	Net		8,792.73	8,792.73	-	IT Dept. Budget Adjustments

ORDINANCE EXHIBIT A



Exhibit A
CITY OF WARRENSBURG
BUDGET AMENDMENT/ADJUSTMENT REQUEST
 Fiscal Year Ending 9/30/2013

Department: Various
 Date Request Submitted: 9/9/2013
 CMO Approval Date: ____/____/_____
 Post Date: ____/____/_____

Prepared by: Kelvin Shaw
 Department Approval: Various
 Finance Reviewed by: Kelvin Shaw
 City Manager Approval: _____

Council Approval Req. (Yes/No): Yes If Req. Date: _____

Account #	Account Name	Current Budget	Increase	Decrease	Adjusted Budget	Notes / Comments / Justification
110-621-5401	Travel - Meals	500.00	60.00		560.00	Fire Dept. Budget Adjustments
110-621-5403	Travel - Room	500.00	270.00		770.00	Fire Dept. Budget Adjustments
110-621-5404	Schools And Seminars	8,750.00		330.00	8,420.00	Fire Dept. Budget Adjustments
110-621-1102	Wages - Part Time	105,813.48	20,500.00		126,313.48	Fire Dept. Budget Adjustments
110-621-1104	Wages - FLSA	106,411.62		20,500.00	85,911.62	Fire Dept. Budget Adjustments
110-621-1103	Wages - Overtime	107,610.00		2,577.50	105,032.50	Fire Dept. Budget Adjustments
110-621-1105	Wages - Supplemental	-	2,577.50		2,577.50	Fire Dept. Budget Adjustments
110-621-2303	Insurance - Health Deductible	2,500.00		40.00	2,460.00	Fire Dept. Budget Adjustments
110-621-2401	Worker's Compensation	67,832.42		876.00	66,956.42	Fire Dept. Budget Adjustments
110-621-2501	Unemployment	-	876.00		876.00	Fire Dept. Budget Adjustments
110-621-2601	Flex Spending Account	-	40.00		40.00	Fire Dept. Budget Adjustments
	Net		24,323.50	24,323.50		Fire Dept. Budget Adjustments
110-641-1105	Wages - Supplemental	490.00	75.00		565.00	Community Dev. Dept. Budget Adjustments
110-641-2303	Insurance - Health Deductible	1,450.00	300.00		1,750.00	Community Dev. Dept. Budget Adjustments
110-641-4102	Clothing	290.00	100.00		390.00	Community Dev. Dept. Budget Adjustments
110-641-4108	Meeting Supplies	480.00	500.00		980.00	Community Dev. Dept. Budget Adjustments
110-641-4199	Supplies - Non Categorized	2,131.28	1,200.00		3,331.28	Community Dev. Dept. Budget Adjustments
110-641-5402	Mileage	300.00	400.00		700.00	Community Dev. Dept. Budget Adjustments
110-641-5404	Schools And Seminars	4,440.00	300.00		4,740.00	Community Dev. Dept. Budget Adjustments
110-641-5999	Services - Non Categorized	1,892.00	1,000.00		2,892.00	Community Dev. Dept. Budget Adjustments
110-641-5202	Consulting Services	14,500.00		3,875.00	10,625.00	Community Dev. Dept. Budget Adjustments
	Net		3,875.00	3,875.00		Community Dev. Dept. Budget Adjustments
110-643-4107	Maintenance & Repair Supplies	16,000.00		4,000.00	12,000.00	Street Budget Adjustment
110-643-5703	Equipment Maintenance & Repairs	29,000.00	4,000.00		33,000.00	Street Budget Adjustment
	Net		4,000.00	4,000.00		Street Budget Adjustment
Capital Improvement Fund:						
210-52205	Grants - MODOT	-	(149,547.00)		(149,547.00)	Downtown Phase IIIB Project Grant
210-680-5901	Engineering	-	15,960.00		15,960.00	Downtown Phase IIIB Project Grant
210-680-6401	Signs	19,000.00	2,000.00		21,000.00	Downtown Phase IIIB Project Grant
210-680-5601	Advertising	1,600.00	500.00		2,100.00	Downtown Phase IIIB Project Grant
210-680-5206	Legal Services	1,200.00	7,500.00		8,700.00	Downtown Phase IIIB Project Grant
210-680-5908	Permits	1,000.00	300.00		1,300.00	Downtown Phase IIIB Project Grant
210-680-6499	Infrastructure - Non Categorized	40,000.00	149,299.85		189,299.85	Downtown Phase IIIB Project Grant
	Net		26,012.85	-	26,012.85	Downtown Phase IIIB Project Grant
210-81310	Debt Service	1,294,023.58	1,574.75	23,819.43	1,271,778.90	COP-07 Refinanced To COP-13
	Net		1,574.75	23,819.43	(22,244.68)	COP-07 Refinanced To COP-13
210-59910	Claims / Reimbursements	-	(9,410.00)		(9,410.00)	Water Main Break Reimbursed
210-680-5707	Road maintenance & Repair	459,600.00	9,410.00		469,010.00	Water Main Break Reimbursed
	Net		-	-	-	Water Main Break Reimbursed
Debt Service Fund:						
310-611-7101	Bond Principal	919,400.00	55,000.00		974,400.00	COP-07 Refinanced To COP-13
310-611-7201	Bond Interest	796,796.52		78,819.43	717,977.09	COP-07 Refinanced To COP-13
310-611-7301	Bond Fees	7,972.00	1,574.75		9,546.75	COP-07 Refinanced To COP-13
310-71210	Capital Improvement	(1,294,023.58)	(1,574.75)	(23,819.43)	(1,271,778.90)	COP-07 Refinanced To COP-13
	Net		55,000.00	55,000.00	-	COP-07 Refinanced To COP-13
Stevenson Trust:						
710-611-9701	Donations	-	2,450.00		2,450.00	Stevenson Trust Amendment
	Net		2,450.00	-	2,450.00	Stevenson Trust Amendment

COUNCIL LETTER NO. 13-130



CITY OF WARRENSBURG FINANCE DEPARTMENT

Council Letter No. 13-130

August 26, 2013

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

SUBJECT: Ordinance Amending Ordinance 4782, Concerning the Adopted Annual Budget for Fiscal Year 2012-2013

BACKGROUND:

The Hawthorne Neighborhood Improvement District (NID) was first undertaken in 2005 pursuant to a Development Agreement with the developers. The Hawthorne NID includes various parcels including; Hawthorne Plaza, Hawthorne Development, Caleb's Place PUD, and D.C. Development. In 2011, bonds were issued to provide financing for public improvements and notices of assessments to generate revenues to repay the bonds were delivered and recorded. The first of these 20 annual assessments were imposed to be paid along with the ongoing property taxes at the end of 2011. Each property within the District receives an annual assessment for the 20 year life of the NID. These assessments are paying for the public improvements previously made that included: road construction; intersection improvements; street lights; storm water management; sanitary sewer mains; and water line extensions, all with a combined value of more than \$5.4 million.

ISSUE:

Upon default on the payment of the assessments by some of the property owners within the NID, the City initiated foreclosure proceedings culminating in a court ordered Sheriff's Auction conducted on April 5, 2013. The assessment on Hawthorne Plaza lots that were in default were accelerated and foreclosed on together with interest on past due amounts. All 6 of these lots were successfully sold at the Sheriff's sale for more than the foreclosed amount. The assessments on Hawthorne Development lots and tracts that were in default were not accelerated and through the Sheriff's sale, an attempt was made to sell each for just the past due assessment amounts with accrued interest and penalties. Of the 18 Hawthorne Development lots / tracts, 5 were sold for the foreclosure amount, and the City acquired the remaining 13 through credit bids at the Sheriff's sale. The developers also deeded the lots where the development wide signage is located to the City.

All of these properties were acquired subject to past due property taxes. Even though the City is not subject to Property Taxes, the taxes that accrued prior to the City's acquisition are still due and payable. Together with accrued interest and late fees the payoff amount by August 31, 2013 is \$66,278.99. Note that these past due amounts will continue to accrue interest until paid. Therefore staff recommends paying these property taxes now to avoid further accrued interest. This also makes any future transactions cleaner and less confusing without having to account for these taxes as separate items.

Through the research staff and the City Attorney has conducted, it appears that these property taxes are not allowable charges against the NID assessments. Therefore staff recommends transferring General Funds to the NID to offset this expenditure. In accordance with State statutes and the current financial management policies the payment



of this item would require a budget amendment. Staff has prepared a proposed budget amendment for Council's consideration to include the past due property taxes as described above. Staff also included in the budget amendment some other primarily sale related expenditures and the net proceeds as revenues from the sale. As indicated on the budget amendment, staff also recommends revising the transfers in and out of this fund due to changes in the circumstances surrounding the foreclosure sale.

STRATEGIC PLAN:

Staff believes these actions are consistent with the stated goals and objectives. Goal II states "Increase economic development and marketing efforts to recruit new businesses to our community" and Objective B of that Goal states "Position and prepare City for future growth". In the FY14 strategic plan the City has an action step of "Actively pursue options for Hawthorne NID & Master Development Plan". Staff contends that these actions facilitate success in these areas.

FISCAL IMPACT:

The fiscal impact for the current fiscal year is a net increase of budgeted expenditures in the amount of \$86,452.40 of which the Property Taxes account for \$66,278.99.

ECONOMIC BENEFITS / IMPACT:

The economic impact of reviving this development and promoting growth in this area are difficult to estimate with any degree of accuracy at this time.

RECOMMENDATION:

In accordance with the provisions of section 67.040 RSMo, City staff recommends approval of the ordinance to amend the FY13 Operating Budget for the City of Warrensburg, Missouri as submitted.

Sincerely,

A handwritten signature in blue ink that reads "Kelvin L. Shaw".

Kelvin L. Shaw, CPA
Director of Finance

cc: City Manager

Attachments: Ordinance
Exhibit A – Budget Amendment Request

ORDINANCE



BILL NO. 8-443

ORDINANCE NO. 4870

AN ORDINANCE AMENDING ORDINANCE 4782, CONCERNING THE ADOPTED ANNUAL BUDGET FOR FISCAL YEAR 2012-2013

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI, AS FOLLOWS:

Section 1. The Annual Budget adopted by Ordinance 4782 is hereby amended as follows:

- a) The line item adjustments attached hereto as Exhibit A are hereby adopted and incorporated into the annual budget document for fiscal year 2012-2013.

Section 2. This ordinance shall be in full force and effect from and after its passage.

Passed in open session this 26th day of August, 2013.



Cindy Gabel
Cindy Gabel, City Clerk

Charlie Rutt
Charlie Rutt, Mayor
Chair, Pro Tem



Exhibit A
CITY OF WARRENSBURG
BUDGET AMENDMENT/ADJUSTMENT REQUEST
Fiscal Year Ending 9/30/2013



Department: Hawthorne NID
 Date Request Submitted: 8/26/2013
 CMO Approval Date: 8/27/2013

Prepared by: Kelvin Shaw
 Department Approval: Kelvin Shaw
 Finance Reviewed by: Kelvin Shaw
 City Manager Approval: Paula Hertwig Hopkins

Account #	Account Name	Current Budget	Increase	Decrease	Adjusted Budget	Notes / Comments / Justification
			Council Approval Req. (Yes/No): Yes			If Req. Date: 8/26/2013
410-692-4107	Maintenance & Repair Supplies	-	50.00		50.00	Now must maintain sign and lots
410-692-5202	Consulting Services	-	4,000.00		4,000.00	RE Consultant For Sale
410-692-5206	Legal Services	-	7,000.00		7,000.00	Connected To Foreclosure & Sale
410-692-5601	Advertising	-	8,786.44		8,786.44	Connected To Sale
410-692-5602	Postage	-	56.97		56.97	Connected To Sale
410-692-5999	Services - Non Categorized	-	30.00		30.00	Connected To Sale
410-692-7301	Bond Fees	-	250.00		250.00	
410-692-6999	Capital - Non Categorized	-	66,278.99		66,278.99	Past Due Property Tax On Credit Bids
	Net Total Expenditures		86,452.40			
410-71110	General Fund	-	(66,278.99)		(66,278.99)	Fund Acquisition Costs From General
110-81410	Neighborhood Improvement	-	66,278.99		66,278.99	Fund Acquisition Costs From General
410-51120	Property - Special Assessment	(279,200.00)	(277,557.93)		(556,757.93)	Foreclosure Proceeds Less Uncollected
410-71210	Capital Improvement	(118,312.50)		(94,871.95)	(23,440.55)	Not Required For Bond Payment Now
210-81410	Neighborhood Improvement	118,312.50		94,871.95	23,440.55	Not Required For Bond Payment Now
210-71110	General Fund	(50,000.00)		(50,000.00)	-	Not Required In CIP Now
110-81210	Capital Improvement	50,000.00		50,000.00	-	Not Required In CIP Now



BUDGET MESSAGE

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BUDGET MESSAGE



Office of the City Manager

Warrensburg
Right Here, Right Now!
August 12, 2013

Honorable Mayor and City Council
City of Warrensburg, Missouri

On behalf of the **Finance Department and Senior Staff**, it is truly a pleasure and honor to submit the City Manager's **FY14 Budget Proposal** for your consideration. In accordance with *Chapter 2, Section 2-122 (7) of the Warrensburg Code of Ordinances*, this document provides a complete financial overview for the City of Warrensburg in the upcoming fiscal year starting October 1, 2013 year ending September 31, 2014. This is a process that started with the development of the **FY14 Budget Cycle Calendar** early in the calendar year incorporating ideas and input from all Department Directors, Finance, Human Resources, and Council. As previously stated, it "signals" the decision making process of determining distribution of limited funds for specific budgeted purposes in the upcoming fiscal year, how can we best apply them to services that will grow and better our community, and align with the proposed **FY14 Strategic Plan**.

It is with this motto ***Warrensburg Right Here, Right Now!*** we look forward to and plan for greater economic growth, a new industrial or business park, and other growth opportunities, even if smaller in scale with the ability to act upon those decisions comfortably, strategically, and successfully.

As you recall, we started out this year yet with some uncertainty and struggle building upon the "heavy lifting" begun one year earlier to get our financial house in order and place it on a disciplined path. We focused on team building, thoughtful development and filling of vacant positions, having the right "people on the bus," and following a ***Good to Great*** course of deciding "...which areas should be fully funded and which should not be funded at all." (*Jim Collins, Good to Great, 2001*).

It is my belief that we are beginning to see the fruits of our combined efforts, hard work, open and transparent discussions, deliberate and creative thinking, and taking advantage of opportunities that will push forward economic growth and success for our community. While the challenges of the *New Normal*, "doing more with less, continue to be with us, many good things have been accomplished this year that all can be very proud of. On behalf of staff, I especially want to thank Council for their support, patience, and thoughtful decision making. We could not have made the strides without you all!

Found in his more recent book ***Great By Choice*** are new findings that Jim Collins has added to a body of work that separates great companies from just good ones or about principles that distinguish great organizations from good ones in a chaotic and unpredictable world.

"Some companies and leaders navigate this type of world exceptionally well. They don't merely react; they create. They don't merely survive; they prevail. They don't merely succeed; they thrive. They build great enterprises that can endure. We do not believe that chaos, uncertainty, and instability are good; companies, leaders, organizations, societies do not thrive on chaos...***but they thrive in chaos***" (***Great By Choice***, page 2).

BUDGET MESSAGE



So, how far have we come, how are we coping, and are we thriving? *To review:*

- **Unemployment** is 7.6% nationally, 7.1% Missouri, and **7% for Warrensburg**. Compared to last year of 9.10% national, 9.20% Missouri and 8.90% Warrensburg outlook looks better.
- *U.S. Bureau of Labor Statistics* reported that over the last 12 months ending June, 2013 all items in the **Consumer Price Index increased 1.8%**.
- **Energy index** continued to rise **3.2%**.
- **A dozen eggs** cost us \$1.35 last year and this year \$1.57. A **tank of gas** cost us \$3.60 per gallon last year and this year \$3.84 per gallon.
- Between January and July this year, **we issued 41 new residential and commercial building permits, compared to 43 during the same period in 2011, and 26 in 2012.**
- Value of all **new building permits issued between January and July for this year was an estimated \$8,490,364 compared to \$4,870,193 for the same period in 2011 and \$6,038,000 in 2012.**
- **Real growth in sales tax revenue remains** basically flat. For FY14, we are again predicting flat to 1% over FY13.
- Overall, limited growth in expenditures across the budget during FY13 facilitated the ability mid year to amend the budget to include some increase in revenues and **“draw down” on available General Fund reserves for “one time” expenditures.**
- **Completed the Downtown Pine Street Redevelopment and Beautification Project (Phases I-III)** and near completion of the Bypass Lagoon Capital Improvement.
- Successfully received grant funding of **\$149,547** for further beautification of Holden Street to Grover Street.
- Johnson County Highway DD Johnson County Trail Project received **\$777,500 in funding.**
- Gross Receipts from our franchisees have remained relatively flat overall at **.025% increase.**
- While the City’s debt commitment will remain constant/level through 2024, we successfully refinanced our 2007 COPS series for an estimated **annual savings in our Capital Improvement Program of \$40,000 annually.**

With careful planning, review of our finances, anticipated costs of less controlled expenses such as our insurance plans, the proposed FY14 Budget was developed. We have been reviewing monthly and quarterly revenues right up to the writing of this message and I do not see that practice discontinuing any time soon. Our *End of July, 2013 General Fund “snapshot” indicated \$1,249,900 cash balance above reserves.* That being said, we still needed to trim the proposed FY14 expenditures by \$280,000 to remain deficit free, maintain 22% required reserve, and 1% contingency reserve.



FY13 Revenues and Expenditures Summary: Managing Costs, Services, and Shortfalls

With all operating funds combined, **the original budget FY13 \$15,458,933 million budget was adopted with a predicted excess of revenues over expenditures of \$902,336 and for the General Fund a net sources over uses of funds at \$30,157 before transfers were made from the General Fund to the CIP in the amount of \$50,000.** The Finance Department and staff have continued the practice of tracking expenditures and revenues, sharing financial information with Council, and managing costs through review of all budget items with Department Heads *line item by line item*, and preparing Month End *Snapshots* of all City Operating Funds. Since last year the Finance Department has added the Waste Water Pollution Control and Capital Improvement Funds to the monthly financial *snapshots*.

We are estimating a cash balance of \$3,305,063 in the General Fund for year end FY13, \$1,400,814 available above the required reserve in the General Fund and to avoid a continued deficit in the Capital Improvement Program an annual deficit spending level from available reserves of \$101,229 above budgeted FY13 projects rolled into FY14.

Again this year, through staff, department strategic sessions, and direction from Council, a list of budget guidelines were prepared for the FY14 budget process:

FY14 Budget Guidelines:

- Reduce/Eliminate Deficit Budgeting
- Continue to Grow Revenues
- Maintain Sustainability
- Distinguish Between Fund Balance versus Cash Balance
- Review Merits of Reserve Policy for Capital Improvement Fund
- Achieve Stability and Sustainability of Water Pollution Control Fund

FY14 Budget Retreat included the following discussions:

- Review Previous Strategic Plan and Direction from Council for FY14
- Overview of City's Financial Status
- Economic Growth and Development Focus
- FY14 Proposed Budget Calendar
- Five-Year Budget History and Forecast
- Preliminary Discussion regarding 5-Year Capital Improvements Program
- Debt Schedule
- Department Accomplishments
- FY14 Guidelines

FY13 Year End Projected/Unaudited Revenues and Expenditures:

Revenues:

- Total General Fund revenues 2.63% higher year to date FY13 compared to year end FY12.
- Total General Fund **Sales Tax revenues 4.11% higher** in FY13 compared to FY12. *Sales tax revenue for July 2013 was 22.27% higher than August 2012. Unclear if this reflects an upward trend or anomaly.*
- Gross receipt taxes **increased .25%** in FY13 compared to FY12. *However, the month of July was off 9.14% compared to a year ago, primarily from lower electric franchise receipts.*
- FY13 year to date **average** for gas franchise gross receipts recovered some from the previous year decline of -29.28% with a **14.31% increase.**
- Use tax revenues are trending 23.69% higher in FY13 compared to FY12.

BUDGET MESSAGE



Expenditures:

- Estimated fiscal year end net income for the General Fund was spending from available reserves of \$270,436.
- Estimated projections for capital improvements totaled \$1,120,370.

FY14 Revenues and Expenditures:

Revenues:

- **Total** General Fund revenues **0.28% lower** in FY14 compared to FY13 after eliminating the effects of the change in intragovernment services treatment.
- **Total Sales Tax budgeted flat from FY13 projected amounts.**
- **Gross receipt** taxes budgeted flat from FY13 projected amounts.
- Revenues from **permits and fees budgeted flat** from FY13 and fines a decrease of 6.97% based on current trends.
- **Proposed FY14 budgeted revenues \$18,307,659 for all reporting funds.**
- **Total FY13 budgeted revenues for all operating funds \$18,191,164.** This increase is primarily from a change in the methodology on how intra-governmental services are accounted for.

Expenditures:

- Estimated **total** recurring budgeted expenditures for General Fund remain essentially at FY13 levels.
- **Proposed FY14 budgeted expenditures \$18,077,277. Total FY13 expenditures for all operating funds were \$17,652,127.**

Other Issues:

- Long Term Sustainability Plan for Employee Health Insurance and Wellness Programs
- Pension and Unfunded Liability
- 68.5% of total General Fund Budget Dedicated to Personnel
- Final Disposition of Hawthorne Development; Opportunities and Options
- City Owned Combined Annual Interest Assessments and Upcoming Principal Payments

FY13 Accomplishments

Lagoon Bypass Sewer Improvement Nearly Completed

Project involves taking North Lagoon offline and installation of a pumping station. Wastewater will then be pumped by force main to North Holden Street and on to Treatment Plant
\$4,122,402

Holden Street/Grover Street Beautification

MoDOT and City funding to complete beautification from Depot to Grover Street
\$149,547

Economic Incentives Toolkit

Toolkit includes state and city supported incentive programs, application process, and marketing brand intended to attract new businesses and assist in the growth of existing businesses that promotes Warrensburg as open and business friendly

Warrensburg Tax Incremental Commission (TIF)

TIF appointments completed, educational sessions conducted, presentations from other communities, and Ordinances/By-Laws adopted by Council demonstrating application readiness

BUDGET MESSAGE



Director of Finance, Human Resources Manager, and Fire Chief Positions
Nationwide search completed

Water Pollution Control
Public comment for Modified NPDES Permit

Financial Reporting and FY12 Audit
Finance Advisory and Audit Commission Reviewed Financial Reporting Recommendations to Council
and Adopted
FY12 Audit Timely Completion

Hawthorne Development
City foreclosed on property in effort to sell properties that could be sold and prepare for a Master
Development or sale of Hawthorne city owned properties

Warrensburg Parks and Recreation
Competed Phase I Master Plan Community Profile and Needs Assessment

Convention/Conference Marketing Study
Analysis completed

Law Enforcement Partnerships
Alcohol Compliance Initiatives with UCM, Department of Public Safety, and Whiteman AFB

Fire Response Time
Seventh Consecutive Year Fire Maintained Average Annual Response Time Under Four Minutes to
Emergency Incidents

Animal (Dogs) Control
City and County Financial Contract Completed

Highway DD Johnson County Trail Coalition
Combined effort to apply for funding achieving \$777,500 in total funding for design and further
completion of trail

Information Technology Master Plan
Council approval to develop and implement

Community Development Reorganization and Development

Public Information Marketing Plan
FY14 Marketing Plan developed and proposed implementation

Building Codes
Through Building Code Commission, Focus Groups, and Public Comment adopted 2012 Building
Codes

City of Warrensburg City Hall Open House
Community artwork displayed, guided tours, official dedication of improvements to the City Complex
and new City Seal



Union Pacific Train Recognition

City of Warrensburg became a state recognized Union Pacific Railroad Town

Downtown Façade Grant

Awarded 4 (four) downtown façade grants

Grant Total \$3,375

Leverage Total \$9,150 in private match dollars

Employee Training and Coaching

Community Development went through organizational coaching and Human Resources scheduled series of Employee Assistance Program training for Department Heads and Senior Staff

FY13 Efficiencies

- Parks and Recreation Department Bid Out Farm Land for *Increased Revenue of \$13,000* annually
- Information Technology reinitiated *Helpdesk Program* to track IT work orders and equipment
- Improved Liquor License Renewal Process by developing new form, background processing, and *Frequently Asked Questions and Checklists* as Guide for Citizen Groups Planning Events/Festivals
- Conducted analysis of sewer delinquency rate trends and initiated past due cutoffs
- *Revised accounts payable check run process* to improve cash flow, better vendor relationships, and take advantage of payment discounts
- *Establish City Contacts Page* on City Website to provide greater availability of citizens and visitors to submit requests and provide comments for improvement.
- *City Crew rebuilt 1992 John Deere Backhoe* and extended useful life of the unit
- Paw If Forward Program initiated savings of \$1,000 in adoption fees
- Negotiating Directly With MDNR for NPDES Copper Variance resulted in modified *NPDES permit with no additional treatment costs*

Long Term Planning

- Grow revenues with minimum risk
- Hold expenditures
- Long term planning and investment in the future
- Smile, maintain a sense of humor, and have fun!

In addition to a concerted focus for the upcoming year on Economic Development and Growth, I believe these four (4) statements will continue to provide guidance for short and long term planning and strategic thinking. The following remain as important tools for planning:

Key Short and Long Planning Tools:

- Community and Council Input
- City Strategic Plan; Goals, Objectives, Action Steps
- Mayor and Council Self-Described High Priorities
- 5-Year Budget History and Forecast
- 5-Year Capital Improvement Program (CIP) FY14-FY18
- City Comprehensive Plan
- City Adopted Master Studies and Plans
- FY14 Budget Guidelines

BUDGET MESSAGE



5-Year Capital Improvement Program (CIP) FY14-FY18:

Development of the FY14 Capital Improvement Program (CIP) was affected by \$1,293,194.09 scheduled debt payments, projected flat sales tax revenues, and a newly established reserve for the CIP Fund in the amount of \$348,000. *Highlights of those projects:*

1. Information Technology Software and Hardware Upgrades	\$ 205,000
2. Credit Union Cost Share	\$ 75,000
3. City Entryway Signs Maguire "Seed" Improvements	\$ 60,000
4. DD Trails Match	\$ 26,000
5. Curb and Sidewalk	\$ 60,000
6. Street Maintenance Program Levels I and II	\$ 400,000
7. Storm water Utility Preliminary Plan and Drainage Repairs	\$ 90,000
8. Downtown Phase IIIB	\$ 248,322

A Look to the Future: Challenges and New Initiatives

The spirit of the motto *Warrensburg Right Here, Right Now!* is an energetic call to everyone in the community to get on board as we go forward together next year and beyond to build and grow Warrensburg in addition to meeting the basic public health, welfare, and safety needs of our community and our city employees. We must set a deliberate course that aligns our goals and purpose supported by the Strategic Plan, Capital Improvement Program, and the FY14 Budget resources.

Below I have highlighted key FY14 themes and initiatives to support those efforts next year:

- **Grow Economic Successes and Partnerships**
- **Identify and Build** Upon Economic Catalysts
- **Align** with FY14 Strategic Plan
- **Celebrate** all successes, awards, honors, and recognitions communitywide
- **Workforce** Investment and Training
- **Renewed Planning** for another **Business/Industrial Park**
- **Audit** Implementation
- **Bid Out** Banking and Investment Services
- **Bid Out** Health Insurance Brokerage Services
- **Complete Reorganization** of Community Development Department Operations
- **Adopt Maintenance Property** Ordinance and Program
- **Review Employee Compensation** Plan and make recommendations
- **Complete** Updates of Finance Procedures, Personnel Policies and Procedures, and Employee Handbook

Conclusion and Outlook

Not to be forgotten is our city staff who worked tirelessly this past year for the betterment of our entire community. From two huge snow events to an official Presidential visit our resources were stretched beyond what we thought possible however, employees rose to the occasion and outdid themselves in performance and delivery. What a great job!! Posturing ourselves financially and strategically to once again, although leaner, to provide a competitive and performance based compensation plan is high on my list for next year and, as such, have asked Human Resources with assistance from the Wage and Benefit Committee and Finance to work on that endeavor.

BUDGET MESSAGE



Let me thank, in particular, the *FY14 Budget Team* led by Kelvin Shaw, our new Director of Finance, Rachel Denfeld, Peggy Hostetler, and Terry Carr for guiding us through this year's budget process. My thanks also goes out to the City Department Heads who continue to work hard, plan thoughtfully, contributing time, new ideas, and thoughts. For the men and women, both full and part time, thank **you for your patience, understanding, and feedback.**

As we go forward, this is an opportunity for reviewing city operations, being even more strategic and efficient in how we deliver services, prioritizing time and dollars, educating and engaging the community in the process, especially if levels of service are going to be affected. The Staff is accustomed to me saying the "glass is half full instead of half empty!"

Upon adoption, the budget document will be posted to the city website. Copies will also be made available at the Trails Regional Library and UCM Library.

Thank you.

Sincerely,

Paula Hertwig Hopkins
City Manager

FISCAL YEAR 2014 STRATEGIC PLAN—PRIMARY GOALS

GOAL I:

Maintain financially stable local economy and city government that meets community needs.

GOAL II:

Increase economic development and marketing efforts to recruit new businesses to our community.

GOAL III:

Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and friendly business atmosphere.

GOAL IV:

Maintain existing and develop new points of pride in the community for our residents and visitors.

GOAL V:

***Provide comprehensive facilities that enhance the quality of life for the citizens of Warrensburg.**

GOAL VI:

***Provide comprehensive programs and services, to enhance the quality of life for the citizens of Warrensburg.**

* Goals brought forth by Park Board and approved by City Council.

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL I: Maintain financially stable local economy and city government that meets community needs						
Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources	
OBJECTIVE A: Pursue and maintain financial integrity of City operations						
Implement recommendations from the financial auditors as contained in the management letter dated March 13, 2013	Dir. Of Finance City Manager Dept. Directors	H	ST	Plans specific to each of the auditors' recommendations have been developed and staff is in the process of implementing these plans.	Staffing & Training associated with the auditors' recommendation on compliance with the Patient Protection and Affordable Care Act.	
Submit a balanced budget	City Manager Dept. Directors Budget Team	H	ST	The General Fund original approved budget for FY13 had revenues and other sources in excess of expenditures and other uses.	Staffing	
Update and adopt city financial policies	City Manager Finance	H	ST	Overall Financial Policy statements adopted in conjunction with the FY13 budget process. Will be submitted in the FY14 Budget Document	Staffing	
Update financial procedures in support of the current financial policies	Finance	H	ST	All procedures being reviewed by functional area, and specific improvement projects are being implemented.	Staffing	
Update financial reports to provide concise, pertinent, and timely information	Finance	H	ST	All reporting procedures are being reviewed and updated.	Staffing	
OBJECTIVE B: Increase City management responsiveness to community needs						
Review possible reorganizations to improve efficiencies and achieve cost savings that can be rolled into added services	City Manager Department Directors Finance	H	ST	Community Development reviewing mission, culture, and delivery of service that is fast, flexible, and friendly. Will further coordinate Site Reviews with all agencies-One Stop Shop.	Staffing / Savings Generated Rolled Into Added Services	
Create One-Stop-Shop entry points for City services	City Manager Dept. Directors	H	ST-MT	Similar to above Action Step	Staffing	

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL I: (Continued) Maintain financially stable local economy and city government that meets community needs					
Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources
OBJECTIVE B: (Continued) Increase City management responsiveness to community needs					
Implement tools/processes that could be automated to assist city staff in support of efficiencies	IT IT Committee	H	LT		
OBJECTIVE C: Increase beneficial City services through obtaining additional grants					
Actively pursue grants as additional sources of revenue, where grants relate to city goals/strategies.	City Manager Dept. Directors City Contracting Agencies	H	MT-ST	Staff have been directed to actively pursue grants and other sources of revenue that align with city goals and strategies. Examples: MoDot Holden Beautification Grant, Union Pacific Grant, etc.	Provide in-kind and cash matching where appropriate
Work with Pedestrian / Cycling Transportation Task Force to improve sidewalk connectivity and appropriately mark bike routes with painted Sharrows.	Public Works	H	MT		Staff Resources + \$5,000 Yearly
OBJECTIVE D: Bring Sewer Utility Delinquency Rate Down Through Collection Efforts					
Improve the billing and collections processes aimed at a more customer friendly yet productive service	Collections Finance WPC	H	ST	Procedures outlined, with details being filled in.	Staffing

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL II: Increase economic development and marketing efforts to recruit new businesses to our community					
Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources
OBJECTIVE A: Coordinate economic development efforts between city and other agencies. Foster a business community that encourages existing businesses to share resources and increase ownership in the development of the local economy.					
Actively recruit retail that "fits" Warrensburg.	City Council City Manager Main Street JCEDC Outside Consultant	H	ST	Ongoing - visited cities, adopted incentive policy and will pursue retail "fits" for Warrensburg and appropriate data collection	\$5,630 for Chicago ICSC Conference and data subscriptions. Set-up appointment with prospects before departure to conference. Identify possible options, budget \$5,000-\$10,000 for effort
OBJECTIVE B: Position and prepare City for future growth.					
Identify/develop new Industrial Park location and financing plan for acquisition.	City Council City Manager CD JCEDC	H	ST	10% Complete Staff will bring back discussion to Council for direction. Will establish timeline and team for Industrial/Business Park Site Location (s) and Set Aside Funding. Intern working on data collection for each proposed site.	No money included in CIP budget
Develop/implement an Annexation Plan that Supports New Industrial/Business Park	City Manager CD Dept. Directors	H	ST	10% Complete. Further Internal Development by Staff and Contact with Prospective LandOwners. Next step need to bring back to Council	Survey and Legal costs in FY14 Budget
Develop airport in Johnson County Innovation District.	UCM JCEDC County Comm City Manager	L	MT		City supports JCEDC \$75,000 annually

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL II: (Continued) Increase economic development and marketing efforts to recruit new businesses to our community						
Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources	
OBJECTIVE B: (Continued) Position and prepare City for future growth.						
Actively pursue options for Hawthorne INID & Master Development Plan	Outside Consultant City Manager Legal, JCEDC	H	ST	Developing Master Plan for Hawthorne Plaza with internal retail team. Working with other property owners regarding signage for new businesses.	FY12 - \$4,000 for Consultant FY13 - \$5,000-\$10,000 marketing options	
OBJECTIVE C: Promote Warrensburg through focused marketing efforts for new businesses and tourism destination						
Actively recruit new hotel and support efforts of existing hotels.	City Manager Visitors Center Main Street	H	ST	Setting up appointments at ICSC Conference in October	\$5,630 for ICSC and \$5,000 marketing materials	
Design, fund and install entrance signs at all four entrances to the city, new information sign and complete installation of directional signs.	Public Works CD	H	MT	10% Complete Held focus group, will issue RFP. Committee formed and developed preference.	\$60,000 in FY13/FY14 proposed CIP for 2 signs	
Complete City's website design and construction. Identify plan to keep updated	IT IT Committee	H	ST	Website currently under construction should be complete end of FY12	\$6,000 - intern FY12	
Schedule/market events to attract visitors to fill hotels/motels and improve Warrensburg as a travel destination. Increase number of businesses in downtown district.	Main Street Visitor's Center	H	MT-ST		FY13 Contract additional \$10,000 for Events Coordinator	
Warrensburg/UCM Exhibitors at October 2014 ICSC Chicago Deal Making Conference						

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL II: (Continued) Increase economic development and marketing efforts to recruit new businesses to our community						
Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources	
OBJECTIVE C: (Continued) Promote Warrensburg through focused marketing efforts for new businesses and tourism destination						
Build Upon Existing Economic Devel-						
Complete site plan and preliminary funding for HWY DD/Whiteman trail	Johnson County Trails Coalition Pioneer Trails	H	MT-ST	First Phase Fully Funded through Mo-DOT Non-Modal Funding-6 miles.		
Actively support events, festivals, conferences conventions, and tourism						
OBJECTIVE D: Continue downtown revitalization efforts						
Identify/educate business owners, property owners/developers about incentives for downtown.	Main Street CD	H	ST			\$5,000 included in FY14 budget for downtown façade grant program

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL III: Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and friendly business atmosphere.

Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources
OBJECTIVE A: Develop a policy of expected and desired service levels. Review which services to keep, eliminate, or improve.					
Continue city recycling efforts regarding glass. Meet with haulers, Sheltered Workshop, University Administration, students, community to find effective alternatives.	CD City Manager Public Works UCM Office of Sustainability	H	ST	75% Complete - installed city recycling bins downtown and throughout city facilities. Assist UCM Sustainability Office with glass recycling grant application	FY13 - uncertain if we will provide incentives for glass recycling on Pine street
Increase public relation efforts to market and better communicate city services and information to citizens.	City Manager IT	H	ST	20% - Assigned part time employee to Pine street project, recycling, Old Drum etc.	Staff Resources Part time employee Optimize KMOS
Maintain safe community and emphasize crime prevention. Police will develop and implement crime prevention plan and develop appropriate performance measures.	Police Department	H	MT	50% Complete - Criminal Offenses for 2012 increased by 9.6%, Sworn Officers decreased 9.4%, Serious Crime Clearance Rate was 43% (national comparison 26%), DARE Taught, Security Checks, Low Crime Index Comparatively, Block Party Program Initiated	Staff Resource Volunteers
Seek further improvements to the City's fire insurance rating by moving from Protection Class 3 to Protection Class 2. Benefits of this action include reductions to fire insurance premiums and increased technical proficiency of members of the Fire Department	Fire Chief	M	MT	Included in Fire Chief's Performance Review	Staff Resources: Base Budget Remains
Increase ridership on OATS transportation. Complete new contract ridership and increase advertising revenues	City Manager OATS Volunteers Visitor's Center Western Mo Medical	M	ST-MT	City no longer handled. OATS manages completely. City provides annual lump sum.	FY14- Council decision what to fund for budget

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL III: (Continued) Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and friendly business atmosphere.

Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources
OBJECTIVE A: (Continued) Develop a policy of expected and desired service levels. Review which services to keep, eliminate, or improve.					
Investigate a City-wide health and wellness initiative by spearheading a task force.	City Manager Human Resource Manager	H	MT	Ongoing	Staff Resources:
Review feral cat issue.	City Manager	M	MT	50% Complete Adopted Cat Ordinance	Staff Resources
OBJECTIVE B: Recruit and retain employees dedicated to the stability and growth of our city.					
Develop basic performance benchmarks (3 to 5) for each city department.	City Manager Department Directors	H-M	MT - ST		Staff Resources
Develop Succession Plan	City Manager Dept. Directors HR	M	MT		Staff Resources Possible intern project
Enhance computer technology training to increase efficiency and effectiveness of service delivery.	IT Dept. Directors	M	ST		Staff Resources Budget reduced from last year's allocation.
Upgrade Human Resource Clerk to Human Resource Specialist	City Manager HR	H	ST	Reviewing HR job classification, pay grade and work load. HR Manager hired this year.	FY13
Increase good paying jobs	City Manager JCEDC	H	ST		
Continue Internal Training and Coaching Efforts; Customer and Business Friendly					
Update / Improve Personnel Policies	HR	H	ST	Comparing current personnel policies with other cities.	Staff Resources
Create Employee Handbook	HR	H	ST		Staff Resources & Printing Cost \$500-\$1000

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL III: (Continued) Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and friendly business atmosphere.						
Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources	
OBJECTIVE B: (Continued) Recruit and retain employees dedicated to the stability and growth of our city.						
Update Pay Scale	HR	H	ST		Unknown	
Re-establish Safety Committee	HR	M	ST		Staff Resources	
Implement Sexual Harassment Training	HR	H	ST		\$2,000 - \$ 3,000	
OBJECTIVE C: Take the lead in fostering strong, cooperative and effective working relationships with UCM, Whiteman AFB, JCEDC, Main Street, EDC, county, state, and federal governments.						
UCM interns to participate in city government	Dept. Directors City Manager UCM	H	MT	100% Complete & Ongoing		
Enhance relations with UCM to develop IT intern program	IT	M	ST	Conversations taking place with UCM regarding hosting/collaboration of services to city	Staff Resources	
Connectivity between UCM campus, downtown and community at large.	City Manager Main Street UCM Visitors Center	H	ST	Banners for homecoming and complete Holden to South Street beautification.	FY14 - Tailgate at City FY14 - Public Art - Last phase of Pine street	FY??
Continue efforts to partner with stakeholders in community, UCM, Whiteman, National Guard, Business, School District, Western Mo Medical.	City Manager Dept. Heads Visitor's Center JCEDC Main Street Parks Dept.	H	ST	Administrator's meet monthly to share ideas and strategies of mutual interest	BCC WALC BRAC Lobby \$ Dollars spent to actively lobby.	

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL III: (Continued) Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and friendly business atmosphere.

Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources
OBJECTIVE D: Invest in infrastructure and capital equipment to support existing service levels and future needs.					
Increase computer technology training and investment to increase efficiency and effectiveness of service delivery.	IT	H	ST	Time line and funding supported by Council. Working on Needs Assessment and RFQ/RFP scheduled for November 2013	Staff Resources Budget reduced from last year's allocation.
Upgrade INCODE to Version 10	IT	H	ST	Much do pending design implementation	FY13 \$10,000 Staff researching webinar based training
Upgrade City Software Phase I - eliminate multiple versions incorporate continue usage of same version	IT IT Committee	H	ST		FY13 \$50,000 proposed
Explore "Cloud" technology version	IT IT Committee	H-M	ST		Uncertain
Implement Energy Audit. Enhance energy efficiencies.	Public Works	H	ST	50% Complete - West Plant done 2013. East Plant scheduled 2014.	Staff Resources
Replace accounts payable checks with ACH, whenever possible	Finance IT	H	ST	In Process	
Improve city staff efficiency by taking advantage of available, affordable software and short term return on investment	Dept. Directors IT	M	ST	Ongoing	Staff Resources
Automate employee benefit processes.	City Manager HR IT	H	ST	Reviewing Incode capabilities and other vendors	FY13 - FY14
Complete Vehicle and Equipment Amortization Schedule.	Public Works Finance	H	ST	City owned equipment list has been completed.	Staff Resources

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL III: (Continued) Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and friendly business atmosphere.

Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources
OBJECTIVE D: (Continued) Invest in infrastructure and capital equipment to support existing service levels and future needs.					
Connect downtown with UCM by further development of Holden Street	Public Works			Ongoing	Funding for FY14
GIS Start Up Met with County, Pioneer Trails, and County Assessor to Explore Opportunities					
OBJECTIVE E: Increase public involvement and understanding of City government.					
Recognize service on boards and commissions and other acts of volunteerism.	City Clerk	H	ST	Council may schedule volunteer dinner again this year to recognize their efforts	City Council and City Clerk budgeted community development resources.
Encourage involvement with community-wide groups and look for ways to formally communicate information shared at meetings and seek out speaking engagements for City Manager and Department Directors.	City Manager IT IT Committee	L	MT		Staff Resources

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL IV: Maintain existing and develop new points of pride in the community for our residents and visitors.

Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources
OBJECTIVE A: Identify and increase City beautification projects.					
Work with the Park Board to enhance City trails with landscape and lighting plan. Begin and plan Southwest Drive, Main Street, and Pine Street pedestrian improvements.	Parks & Recreation City Manager Public Works	H	ST		Staff Resources
Enhance Street Light Upgrades and Efficiencies.	City Manager	H	MT		Staff Resources
Support efforts of Park Board to improve Lion's Lake.	Parks & Recreation	H	ST		
Improve street appearance, quality, and number of miles improved with asphalt overlay yearly.	Public Works	H	ST		Additional funding needed in CIP.
OBJECTIVE B: Implement Comprehensive City Plan Recommendations.					
Develop and Approve an Environmental Resolution that communicates City Council Policy.	City Manager Dept. Directors	H	ST		Staff Resources
Adopt property maintenance code	CD City Council	H	MT	40% - Code written - seeking public input, Council action and implementation strategies. Adopt by FY14 year end	
Hwy DD/Whiteman Trail - finalize trail route and secure preliminary funding	City Manager County Comm Pioneer Trails	H-M	MT-ST	Collaboration between various local/state/military partners	City will support grant writing efforts
Develop Preliminary Master Storm Drainage Plan.	Public Works	H		20 % Complete - Ongoing with Engineer selection and RFP	Capital Improvement Program includes \$50,000 for this project.
Investigate the possibility of a public/private convention center.		M	ST	Intern developing RFP Scope of Work, reviewing past studies, and field work	Staff Resources

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL IV: (Continued) Maintain existing and develop new points of pride in the community for our residents and visitors.

Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources
OBJECTIVE B: (Continued) Implement Comprehensive City Plan Recommendations.					
Consider senior citizen programming and/or develop an advisory committee.	Parks and Recreation	M	MT		Staff Resources
Facilitate a large community event/festival annually by building on existing events creating new ones.	Main Street	M	MT		\$ 10,000.00
OBJECTIVE C: Improve major corridors through the community to improve traffic flow and connectivity.					
Develop a plan to beautify and upgrade Maguire Street, and relieve traffic congestion. In particular the congestion and beautification at the Highway 50 / Maguire Street bridge should be reviewed.	CD Public Works	H	LT-ST	Maguire Street Study completed. Set green easement policy in FY14 and issue RFP for signs and bridge enhancement. Phase Maguire Street Improvement and added to CIP	
Develop a trails and sidewalk connection implementation plan including the possible widening of Ridgeview Drive sidewalks.	Public Works	H	MT	20% Complete Connectivity planned on Ridgeview West side.	Staff Resources
OBJECTIVE D: Preserve and highlight the history and culture of Warrensburg.					
Develop a wildlife management ordinance	City Manager	M	MT		Staff Resources
Preserve existing neighborhoods through code enforcement, trash collection and cleanup.	CD Public Works	M	MT	Community Development Director to examine necessary resources and develop performance measures.	Staff Resources

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL IV: (Continued) Maintain existing and develop new points of pride in the community for our residents and visitors.

Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources
OBJECTIVE D: (Continued) Preserve and highlight the history and culture of Warrensburg.					
Promote and assist development of cultural amenities within our community.	Arts Commission Main Street	L	MT	Approved establishment of Arts Commission and Tree Board. Pine Street art and selected art/design Created first Historic District in Warrensburg on Grover Street	New Arts Commission Fund established. Transfer of \$11,200 from General Fund included to implement and fund Arts Commission Budget.
Neighborhood block party and neighborhood watch for older neighborhoods in town	Police			50% Complete Public notification conducted One Neighborhood Signed Up	

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL V: Provide comprehensive facilities that enhance the quality of life for the Citizens of Warrensburg.

Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources
OBJECTIVE A: Develop and prepare Parks and Recreation Department for future growth.					
Work with Olsson Associates Team to finalize the Master Plan	Dept. Director WCC Supt Rec Supt. Marketing	H	ST	FY2013 the Needs Analysis Survey and Community Profile was finalized	\$50,000+
Follow the time-line from the UCM Construction Management Department on Lions Lake Trail	Dept. Director WCC Supt Public Works	H	MT	Project is 25% finished. Project date to finish January 2015	\$95,000
Connectivity of Trail System – Farmer Market, Maguire Street, Blind Boone Park	Dept. Director	M	MT	Assist where needed	Staff Resources
Development of Long Term CIP Plan	Dept. Director, WCC Supt.	M	MT	Use information from the Survey portion of the Master Plan to finalize the plan	Staff Resources
OBJECTIVE B: Maintaining current facilities					
Development of Maintenance Plan for Facilities and Trails	Dept. Director WCC Supt. City Dept.	M	MT	50% Completed	Staff Resources
ADA Staff Transition Plan Update	WCC Supt.	H	LT	Goal is to complete current year task 100%	Staff Resources
OBJECTIVE C: Partnerships to provide quality community parks and recreation type facilities.					
Assist with Sports Tourism in Warrensburg, to find a niche for tournaments	Dept. Director, Recreation Supt., WCC Supt.	M	MT	Assisted when needed for sporting events to become successful in Warrensburg	Staff Resources

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL VI: Provide comprehensive programs and services, to enhance the quality of life for the citizens of Warrensburg.

Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources
OBJECTIVE A: Continue and Develop new and innovative methods of marketing for programs and facilities					
Promotion of Department, through the "Did You Know" campaign: Utilizing contact from Friends of parks to inform public and maximize participation.	Rec Supt., Marketing Supervisor	H	ST	Ongoing	Staff Resources and Marketing Budget
Promotion of the Parks of the 21st Century Fund	Dept. Director, Rec Supt, Marketing Supervisor	M	MT	Ongoing	Staff Resources
Incorporate a plan to retain and increase the Corporate Fitness Memberships	Rec Supt., Marketing Supervisor	H	MT	Working with Marketing Supervisor to utilize all communications tools to reach the public	Staff Resources, Program Cost
Expand where needed and improve quality recreation programs	Dept. Director, Rec Supt,	M	MT	Using the survey results from the master plan to direct this opportunity	Staff Resources
OBJECTIVE B: Promote stewardship of environment through programming, operations and other services.					
Promote Warrensburg Green Community, providing educational session, opportunities to recycle.	Recreation Superintendent	M	MT	Ongoing improving opportunities	Staff Resources
OBJECTIVE C: Partnerships to promote health/fitness programs for the community.					
Partner with Warrensburg R-VI School District in promoting active lifestyle in youth.	Recreation Superintendent	M	MT	Ongoing and improving	Staff Resources Program Cost
Partner with community base organizations and businesses to promote a "Warrensburg Fit Challenge - all ages year long events.	Rec Supt., Rec Supervisor	H	MT	Starting the campaign. Also focus on concession stand with health menu options	Staff Resources, Program Cost
Expand the Silver Sneakers Program Increase Memberships Research and offer a Silver Sneakers program for	Rec Supt., Rec Supervisor	H	ST	Opportunity to increase Senior Citizens participation in Fitness	Staff Resources and Cost in training

FISCAL YEAR 2014 STRATEGIC PLAN

GOAL VI: (Continue) Provide comprehensive programs and services, to enhance the quality of life for the citizens of Warrensburg.

Objective / Action Steps	Responsibility & Contact Agencies	Priority H-high M-medium L-low	Term ST 1-2 yrs MT 3-5 yrs LT 5-10 yrs	Current Status / % Complete	Budget Effect / Resources
OBJECTIVE C: (Continued) Partnerships to promote health/fitness programs for the community.					
Partnering with Johnson County Historical Society, Main Street, Chamber of Commerce and Visitor Center and Volunteers Old Drum Days & Burg Dog Unleashed Art Project	Dept. Directors, Rec Supt. Marketing Super.	H	ST	Ongoing, Goal to triple outcome	Staff Resources and Marketing Budget
Continue to implement sponsorship plan and forming additional corporate partnerships	Recreation Department	H	ST	Ongoing with 3% increase	Staff Resources and Marketing Budget
Collaborate with UCM, MPRA to provide opportunities for staff and volunteers training in all areas of the job	Dept Director, Rec Supt. WCC Supt.	M	MT	Ongoing	Staff Resources
Assist with Neighborhood Block Parties	WCC Supt. City Departments	M	MT	Assist where needed	Staff Resources
OBJECTIVE D: Continue to improve customer service, promoting participation and evaluation participation					
Evaluating the quality of all programs and events. Obtain information from Survey conducted and react if needed	Dept Director Rec Supt. WCC Supt. Office Manager	H	ST	Working from master plan survey	Staff Resources
Promotion of Sportsmanship throughout all sports programs	Rec Supt., Recreation Supervisor	H	ST	Ongoing	Staff Resources
Maximize participation in the indoor WCC	Recreation	H	MT	Ongoing provide a need for the community	Staff Resources
Providing a service to meet all needs, utilizing the information from the current survey conducted.	Recreation	H	MT	Ongoing provide a need for the community	Staff Resources

DEMOGRAPHICS



Warrensburg, Missouri is located between Kansas City and St. Louis, in the center of the entire Midwest. Warrensburg is located on US Highway 50 and State Highway 13, on the west side of Missouri. Less than an hour's drive from Kansas City, Missouri and I-70, one of the U.S. major east and west routes, is located north of Warrensburg and can be accessed within a short 15 minute drive

Households:	<u>2012</u>	Square Mileage:	<u>2012</u>
Total number of Households	7,025		8.5
Average Household Size	2.35	Population:	
		Population	19,401
Median Household Income	\$ 40,066	Median Age	24.4
Average Household Income	\$ 51,523	("JCEDC")	
Per Capita Income	\$ 20,663		
("JCEDC")			

Description of Local Government

The City Council is made up of five members, elected at large in a non-partisan election. Council members serve three-year, staggered terms. The Council elects one member to serve as Mayor. The Council adopts ordinances, sets tax rates, sets policies, approves the City budget and approves expenditures and contracts. The City Council employs the City Manager, who manages the City's business on a day-to-day basis. The City Manager appoints and oversees the employees in the various departments. Council Meetings are open to the public and citizens are encouraged to attend. Regular City Council meetings are held at 7:00 p.m. on the second and fourth Monday of each month in the Council Chambers of the Municipal Building located at 200 S. Holden Street. Telephone (660) 747-9131 for additional information or if you need an accommodation to attend any meeting.

Local sales Tax Breakdown: State Sales Tax Breakdown:

200 – City	1.000%
204 – City Capital Improvement	0.500%
246 – Storm Water/Parks	0.375%
300 – County	0.500%
302 – County Capital Improvement	0.500%
352 – County Law Enforcement	0.500%
- County 911	0.500%
- County Jail	0.250%
Local Sub-Total	3.875%

State Sales Tax Breakdown:

001 – State Sales	3.000%
003 – Conservation Sales	0.125%
005 – Education Sales	1.000%
007 – Parks & Soils Sales	0.100%
State Sub-Total	4.225%

Total Sales Tax Breakdown:

Total from State & Local	8.350%
Hawthorne TDD	0.500%
Total Including Hawthorne	8.850%

DEMOGRAPHICS



Police Protection:

Number of Stations	1
Total Number of Employees	35
Total Sworn Positions	32
Number of Vehicles	17

Public Works Street:

Number of Employees	11
City Streets Paved (miles)	90
Snow Removal Vehicles	9
Public Parking Lots	5

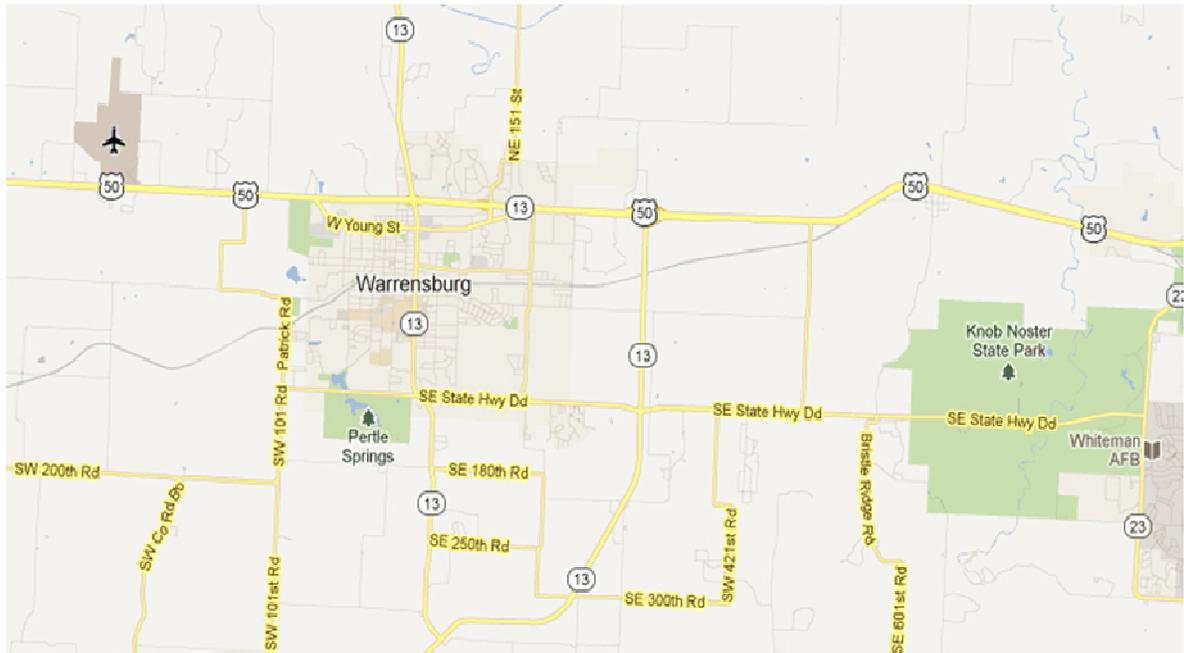
Fire Protection:

Number of Stations	2
Total Full Time Employees	25
Total Part Time Employees	24
Number of Hydrants	750
Number of Engines	4
Number of Aerial Vehicles	1
Number of Rescue Vehicles	1
Number of Support Vehicles	2

Transportation

Interstates and Highways

Warrensburg is located on US Highway 50 (E/W) and Missouri Highway 13 (N/S). Missouri Highway 13 connects to Interstate 70, just 16 miles north of Warrensburg.



DEMOGRAPHICS



Railway Infrastructure

Missouri is home to the nation's second and third largest rail centers; Kansas City and St. Louis. With important east-west and north-south corridors meeting in St. Louis, the state hosts about 85 Union Pacific trains each day. Amtrak also operates daily passenger service over these routes.

Public Transportation Network

Public transportation is provided by OATS bus service within the city limits. Jefferson Bus Line offers passenger bus service from Kansas City to Springfield MO.

Airport Infrastructure

University of Central Missouri's Max B. Swisher Skyhaven Airport provides general aviation services. Kansas City International Airport is 85 miles to the northwest located in North Kansas City.
("JCEDC")

Community Facilities:

Hospital	1
Hospital Beds	79
Library	1
Hotels & Motels	6
Number of Rooms	330
Conference Centers	2
Capacity of Largest Center	5000
Churches	21
Restaurants & Bars	58
Retail Stores	84

("JCEDC")

Recreation:

18-Hole Golf Courses	3
Soccer Fields	4
Tennis Courts	14
Baseball Fields	6
Bike trails	1
Walking Trails	4
Swimming Pools	4
Parks	10
Health Clubs (Public/Private)	3
Skate Park	1
Camp Grounds (Knob Noster)	1

("JCEDC")

DEMOGRAPHICS



Elementary and Secondary Education Overview

The citizens of Warrensburg have good reason to be proud of an excellent school system. The district was accredited with Distinction in Performance by the Missouri State Board of Education for the 2011-2012 school year for the eleventh time since the 1998-1999 school year.

In 2013 the district reported an enrollment of 3,303 students and includes a preschool, four elementary schools, a middle school, high school, an alternative school and an area vocation technical school.

With a staff of 454, the district is the fifth largest employer in Warrensburg. Teachers average 13.5 years of classroom experience and 63.1 percent hold advanced degrees. District wide, the average student-to-teacher ratio is 14-1.

(Missouri Comprehensive Data System)

The Warrensburg Area Career Center is a technical training center serving both youth and adults from a broad range of geographic area by providing technical instruction and skill training in trade, technical and health occupations. The instructional programs are designed to prepare persons for employment and to upgrade the skills and knowledge of persons who have already entered the labor force.

("JCEDC")

Higher Education Overview

Warrensburg is home to the University of Central Missouri with a 1,561 acre campus. Why do some 11,878 graduate and undergraduate students choose UCM? Perhaps it is because they can choose from 150 career-building programs of study. Maybe it's the outstanding faculty. It could be the beautiful residential campus or the welcoming hometown atmosphere of Warrensburg. Others choose UCM to compete or cheer for the Mules and Jennies, one of NCAA-Division II's most successful intercollegiate athletics programs. For these and countless other reasons, students from across the state and around the globe find the University of Central Missouri the perfect choice for their educational goals.

University of Central Missouri remains committed to preparing students to excel as they enter the professional world as the teachers, business professionals, scientists, artists and aviators of tomorrow. Success at UCM translates to success in the professional setting. UCM's six-month job placement rate for undergraduates is 92 percent, and, reflecting its excellent financial support packages, the students benefit from one of the lowest student-debt ratios in the state.

Publicly supported, richly diverse in its people and programs, UCM offers a remarkable educational experience.

(UCM Website)

Educational Attainment: Population - Age 25 Plus

2010

Associate Degree	9.5%
Bachelor's Degree	20.6%
Graduate or Professional Degree	15.4%

(American Community Survey)

DEMOGRAPHICS



Business Climate

Johnson County and Warrensburg residents enjoy the attractions of a nearby Kansas City metropolitan area and the advantages of a hometown life. Warrensburg is a self-contained city with a vibrant employment base, active cultural scene, and many civic events and activities. Warrensburg also serves as the county seat of Johnson County. Warrensburg is located within minutes of Whiteman Air Force Base and is home to the University of Central Missouri. Warrensburg's industry continues to benefit from this highly skilled workforce. Top Employers: Federal Government-National Security, Schools, Restaurants, Hospitals, Castings-Aluminum (Manufacturers), Department Stores, Primary Batteries-Dry & Wet (Mfg), Long Term Care and Assisted Living Centers, and lawn-care equipment manufacturers. ("JCEDC")

Utilities:

Water:

Missouri American Water Company 660-747-3192

Sewer:

City of Warrensburg	Billing	800-955-6598
	Emergency	660-747-9131

Electric:

KCP&L 800-303-0752

Natural Gas:

Missouri Gas Energy 800-582-1234

Telecommunications:

CenturyLink 800-788-3500
("JCEDC")

Communications:

Print Media (Daily Star Journal)	1
Radio Stations (KTBG-FM, KOKO-AM)	2
Television Stations (KMOS-TV)	1

("JCEDC")

Cultural Arts:

Movie Theater	10 Screens
Performing Art Organizations	3*
Museums/Galleries	2*
Art Festivals	3
Downtown Main Street Events	5

**Estimated Numbers*
("JCEDC")

BUILDING THE BUDGET

BUILDING THE BUDGET



In accordance with Generally Accepted Accounting Principles (GAAP), the City of Warrensburg utilizes various “Funds” to account for its operations. A “Fund” is an accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or functions. These Funds are also utilized by the City to assist in demonstrating compliance with funding restrictions or requirements. In this way, specific revenues with like funding restrictions along with the allowable usages of these revenues are grouped into a specific Fund. An overview or summary of the City’s Fund structure along with the general purpose of each Fund is provided here. A more complete description of each of these Funds is provided in the individual sections.

These Funds are grouped by type of Fund. The City of Warrensburg utilizes several different types of Funds: General Fund, Special Revenue Funds, Debt Service Funds, Enterprise Fund, and Fiduciary Funds for Trust and Agency Funds.

The General Fund includes the majority of the City Services and is funded primarily from general revenues of the City such as Sales, Use, Property, and Franchise Taxes. Services accounted for in the General Fund include City Council or Legislative, General Administration, Public Information, Legal, Municipal Court, Human Resources, Finance, Information Technology, Building and Grounds, Fire, Police, Animal Shelter, Community Development, Street Maintenance and Cemetery.

Special Revenue Funds include activities or services provided by the City from revenues that are restricted or intended for use to support such activity or service. These Funds include: Parks And Recreation Fund, Capital Improvement Funds, and Old Drum. The Parks And Recreation Fund is funded primarily from specific voter approved Sales, Use, and Property Taxes, along with user fees of these services. Activities associated with the provision and maintenance of parks and recreation services are accounted for in this Fund. The Capital Improvement Funds are used to account for specific revenue streams designated for capital improvement and infrastructure maintenance programs. The Old Drum Fund accounts for activities of the City supported transportation services.

A general Debt Service Fund is utilized to track the majority of the City’s debt service activities. In addition to the general debt service fund, the City also uses a Neighborhood Improvement District (NID) Fund to account for the activity of two specific NID’s. The activity of these NID’s are generally associated with the collection of special assessments dedicated to servicing the debt incurred to fund a specific neighborhood improvement project.

An Enterprise Fund is utilized to account for the City’s Water Pollution Control Division. This Fund is intended to be entirely supported by user fees of the Sewer Utility.

Fiduciary Funds are used to account for assets held by the City of Warrensburg in a trustee or fiduciary capacity for private purpose trust and agencies.

Although not required for all of these Funds, the City has opted to include all of these operations in its budgeting and audited financial statement presentations. Likewise the City subjects each of these Funds to the same formalized appropriation procedures through its City Council.

Modified Accrual Fund Accounting is used for both budgeting and accounting purposes with the exception of the enterprise fund. Enterprise Funds account for operations that are considered to be like businesses with Full Accrual accounting systems. Briefly, the Full Accrual measures transactions when economic resources are gained or used, while the Modified Accrual Basis generally recognizes transactions when relatively current financial resources are obtained or used.

BUDGET CALENDAR



Budget Calendar FY14



Jan	17 Meet to review Budget/Capital Improvements Program (CIP) Book layout and GFOA requirements
Feb	8 CIP and Capital Outlay Requests due to Finance/Budget Team Strategic Plan Review
March	CIP Committee meets 11 FY13 Budget Amendments go to Council 25 Review Priority List for FY13 additional items identified by City Council and the City Manager Sewer Rate Review
April	4 Personnel Requests from Departments to Finance CIP Committee Meets Strategic Plan Updates/Revisions FY14 22 Second Quarter Financial Report to Council
May	Sewer Rate Presentation Departments review budget numbers with Finance and the City Manager including CIP and Personnel Proposals Council Begins Review of 5 Year Capital Improvement Program (CIP) Council Begins Review of Strategic Plan
June	Public Hearing on Sewer Rates 21 Budget Retreat - Muncipal Center Department meetings with Finance/City Manager - Final Proposals
July	8 Public Comment with Council Revisions and Approval of Strategic Plan 8 FY13 Budget Amendments go to Council 22 Public Comment with City Council Revisions and Approval of 5 Year CIP 22 Third Quarter Financial Report to Council CM/Jacquie/Budget Team meet with JCEDC, Main Street Chamber of Commerce, Visitor's Center, Big Brothers Big Sisters Art Commission, Pioneer Trails, Wsbg Depot
August	12 Budget Complete and Forwarded to Council Budget Presentation by City Manager to Council and Public 26 First Reading Ordinance, Public Comment & Hearing on Tax Levies
Sept	Second Reading and Approval of Budget Ordinance Budgets Incorporated in Financial System Submit FY14 Budget to GFOA for award consideration
Oct	Prepare for Audit & Capital Improvement Projects/ Bidding and Contracts
Nov	Auditors Begin Audit



I. Purpose

The City of Warrensburg has an important responsibility to its citizens to carefully account for public funds, to manage municipal finances wisely and to plan for the adequate funding of services and facilities required and desired by the public.

The 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.

The City Manager is the chief executive and administrative officer of the city and is responsible to the council for the proper administration of all the City's affairs. The City Manager keeps the Council advised of the financial condition of the City and makes recommendations concerning its future needs.

The fiscal year of the City begins on the first day of October and ends the last day of September each year. The fiscal year constitutes the budget and accounting year.

The fiscal policies of the City of Warrensburg have specific objectives designed to ensure the continued fiscal health of the City. These objectives are:

1. To maintain Council policy-making ability by ensuring that important fiscal decisions are not driven by emergencies or financial problems.
2. To provide Council information so that policy decisions can be made timely and accurately.
3. To provide sound financial principles to guide Council and management in making decisions.
4. To employ revenue policies which prevent undue reliance on a single source of revenue and which distributes the cost of municipal services fairly among all programs.
5. To protect and maintain the City's credit rating.
6. To ensure legal compliance with the budget through systems of internal control.

II. Revenue Policy

1. A diversified revenue base shall be maintained to prevent revenue shortfalls due to reliance on a single revenue source.
2. All existing and potential revenue sources will be reviewed annually to ensure revenue trends are kept current.
3. One-time revenues will be used only for one-time expenditures. The City will avoid using temporary revenues to fund ongoing services.
4. Monthly reports comparing actual to budgeted revenues will be prepared by the Finance Department and presented to the City Manager, the Mayor and the City Council.
5. All City funds will be invested in accordance with the approved investment policy.
6. User fees and rates will be examined annually to ensure that they are at levels that fully recover total direct and indirect costs.



II. Revenue Policy (cont.)

7. The City will follow a policy of collecting, on a timely basis, all fees, charges, taxes, and other revenues properly due the City. The City will follow an aggressive policy of collecting all delinquencies due the City.

III. Operating Expenditure Policy

1. Current operating expenditures/expenses will not exceed current operating revenues. The City will adopt an annual General Fund budget in which expenditures, net of one-time expenditures, does not exceed projected recurring revenues.
2. Monthly reports comparing actual to budgeted expenditures/expenses will be prepared by the Finance Department and presented to the City Manager, the Mayor and the City Council.
3. The City will strive to maintain a competitive pay structure for its employees.

IV. Capital Improvement Policy

1. The City will prepare, for the Council's annual adoption, a five year Capital Improvement Program which will detail each capital project, the estimated cost, the description and funding source
2. The Capital Improvement Program will be included in the Annual Budget.
3. The City will determine and use the most effective and efficient method for financing all new capital projects.

V. Fixed Asset Policy

1. Fixed assets shall be capitalized only if they have an estimated life of more than one year following the date of acquisition and have a purchase cost of \$5,000 or more. Items which cost less than \$5,000 and/or have a life of one year or less will be expensed upon acquisition.
2. Purchase cost of fixed asset includes freight, installation charges, carrying cases, adaptors and other items which are connected to the fixed asset and necessary for its operation or use.
3. Fixed assets' capitalization threshold should be applied to individual fixed assets rather than groups of fixed assets.
4. Departments will notify the Finance Department of any change in location or loss of a fixed asset.
5. Departments should exercise control over their non-capitalized fixed assets by establishing and maintaining adequate control procedures at the departmental level.
6. The Finance Office maintains the capitalized fixed asset file; and updates the file when necessary.



VI. Accounting Policy

1. The City will use generally accepted accounting principles (GAAP) in all financial records and transactions. These principles will be monitored and updated as mandated by the Governmental Accounting Standards Board (GASB).
2. An independent annual audit will be performed by a public accounting firm, which will issue an official opinion on the annual financial statements and a management letter detailing areas needing improvement.
3. Full disclosure will be provided in the financial statements and bond representations.
4. Financial systems will be maintained to monitor revenues and expenditures/expenses on a monthly basis, with an analysis and adjustment of the Annual Budget at mid-year and any other appropriate time.
5. The Finance Department will monitor all financial systems.

VII. Cash Management

1. The majority of unrestricted cash is combined into one pooled operating account to facilitate effective management of the City's resources.
2. The Finance Officer invests temporarily idle funds in accordance with the City's investment policies. See pages 5-8 for a summary of the City's investment policies.

VIII. Debt Policy

1. Bonded indebtedness is limited by Sections 95.115 and 95.120 of the Missouri Revised Statutes to 10% of the assessed value of taxable tangible property.
2. Subject to the provisions of the law, the City may issue general obligation bonds, revenue bonds, special obligation bonds and short-term notes and leases.
3. The City will not issue debt to finance current operating expenditures or normal maintenance.
4. All debt issued, including use of lease-purchase method, will be repaid within a period not to exceed the expected useful lives of the improvements financed by the debt.
5. Annually, a five-year budget will be developed analyzing all anticipated capital expenditures by year and identify associated funding sources.
6. The City's policy shall be to manage its budget and financial affairs in such a way so as to ensure continued high bond rating

IX. Budget Policy

1. Budgets for all Funds will be presented as a change in Cash Balances.
2. Budgets for all Governmental Funds and Fiduciary Funds are prepared on a modified accrual basis. Briefly, this means that obligations of the City are budgeted as expenditures, but revenues are recognized only when they are measurable and available.



IX. Budget Policy (cont.).

3. The Proprietary Funds also recognize expenditures as encumbrances when a commitment is made, such as through a purchase order. Revenues; however, are recognized when they are obligated to the City. As an example, sewer revenues are recognized when the service is provided.
4. The City staff will strive to develop appropriate program measurements as part of the annual budget.
5. In all cases, when goods and services are not received by year-end, the encumbrances lapse.
6. Revenue and expenditure projections for the next five years for the General, Park and Capital Improvement Funds shall be prepared and presented within the annual proposed budget by the City Manager to City Council. All revenue forecasts shall be conservative.
7. Not less than 120 days prior to October 1 or the beginning of the new fiscal year, the City Manager shall prepare and submit to the Council a statement of the policy recommendations for programs and priorities, which in the opinion of the City Manager, will be of benefit to the City.
8. In late May or Early June, before the preliminary budget numbers are completed by the department directors, the City Manager conducts a Council Retreat. The retreat is attended by the Council, City Manager and Department Directors. This retreat provides an opportunity for the City Manager to present preliminary guidelines to the Council for their concurrence.
9. The City Manager shall submit a budget to the Council at the first regular City Council meeting in August.
10. The approved budget shall be on record in the City Clerk's office and open to public inspection. In addition, a copy of the budget is available for the citizens of Warrensburg to view at the Trails Regional Library and the James Kirkpatrick Library on the campus of the University of Central Missouri.
11. After adoption of the budget, the budget can be amended via ordinance. The City Manager can submit ordinances to the Council to increase expenditures or revenues. When the Council approves the ordinance, additional appropriations are made in the appropriate department.
12. In accordance with Missouri Revised Statutes Section 67.070: if at the beginning of any fiscal year, the budget has not been approved or adopted, the approved previous budget will be reappropriated until such time that the budget is approved or adopted.

X. General Fund Reserve Policy

1. When preparing the annual proposed budget, the City Manager will calculate and include in the proposed budget an unreserved undesignated General Fund cash balance of at least 22% of General Fund expenditures for adoption by the City Council. These funds will be used to avoid cash flow interruptions, generate interest income, reduce need for short-term borrowing and assist in maintaining a high investment grade bond rating capacity.
2. In addition, the annual proposed and adopted budget will also project General Fund Revenues and Expenditures and include in those projections an ending General Fund cash balance for the third projected fiscal year of no less than 22% of the budget expenditures of that projected fiscal year.



X. General Fund Reserve Policy (cont.)

3. A contingency reserve account of 1% of the proposed budgeted General Fund expenditures will be annually appropriated by the City Council to provide for unanticipated expenditures of a nonrecurring nature and/or meet unexpected increases in costs. This contingency reserve shall be considered as recurring for purposes of application to the operating expenditure policy in section III(1).

XI. Enterprise Fund Policy

1. Enterprise funds will be used to account for the acquisition, operation, and maintenance of City facilities and services which are intended to be entirely or predominately self-supporting from user charges or for which periodic net income measurement is desirable.
2. Enterprise funds are required to establish rates that generate sufficient revenue to cover the cost of operations including debt expense, required reserves and capital needs.



I. Scope

The investment policy applies to the investment of all operating funds of the City of Warrensburg, Missouri (City). Longer-term funds, including investments of employees' retirement funds and proceeds from certain bond issues, are covered by a separate policy.

Except for cash in certain restricted and special funds, the City will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

II. Objectives

The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield:

Safety: Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

Liquidity: The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio also may be placed in bank deposits or repurchase agreements that offer same-day liquidity for short-term funds.

Yield: The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

III. Standard of Care

The standard of care to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. The City Manager or his/her designee acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion to the City Council and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.



III. Standard of Care (cont.)

Investments shall be made with judgment and care which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

IV. Conflicts And Controls

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business and any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City.

Responsibility for the operation of the investment program is delegated to the City Manager or his/her designee, who shall act in accordance with the established written procedures and internal controls for the operation of the investment program consistent with this investment policy. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the City Manager or his/her designee. The City Manager or his/her designee shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

V. Investment Transactions

1. Authorized Financial Dealers and Institutions

A list will be maintained of financial institutions authorized to provide investment transactions. In addition, a list also will be maintained of approved security broker/dealers selected by creditworthiness as determined by the City Manager or his/her designee and approved by the City Council.

An annual review of the financial condition and registration of qualified financial institutions and broker/dealers will be conducted by the City Manager or his/her designee.

2. Internal Controls

The City Manager or his/her designee is responsible for establishing and maintaining an internal control structure that will be reviewed annually with the City's independent auditor. The internal control structure shall be designed to ensure that the assets of the City are protected from loss, theft or misuse and to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits require estimates and judgments by management.



V. Investment Transactions (cont.)

The internal controls shall address the following points:

- a. Control of collusion.
- b. Separation of transaction authority from accounting and record keeping.
- c. Custodial safekeeping.
- d. Avoidance of physical delivery securities.
- e. Clear delegation of authority to subordinate staff members.
- f. Written confirmation of transactions for investments and wire transfers.
- g. Development of a wire transfer agreement with the lead bank and third party custodian.

3. Delivery vs. Payment

All trades where applicable will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in eligible financial institutions prior to the release of funds. All securities shall be perfected in the name or for the account of the City and shall be held by a third-party custodian as evidenced by safekeeping receipts.

VI. Suitable and Authorized Investments

1. Investment Types

In accordance with and subject to restrictions imposed by current statutes, the following list represents the entire range of investments that City will consider and which shall be authorized for the investments of funds by the City.

- a. United States Treasury Securities.
- b. United States Agency Securities.
 - a. Repurchase Agreements.
 - b. Collateralized Public Deposits (Certificates of Deposit).

2. Security Selection

The following list represents the entire range of United States Agency Securities that the City will consider and which shall be authorized for the investment of funds by the City:

- a. U.S. Govt. Agency Coupon and Zero Coupon Securities.
- b. U.S. Govt. Agency Discount Notes
- c. U.S. Govt. Agency Callable Securities.
- d. U.S. Govt. Agency Step-Up Securities.
- e. U.S. Govt. Agency Floating Rate Securities.
- f. U.S. Govt. Mortgage Backed Securities.



VI. Suitable and Authorized Investments (cont.)

3. Investment Restrictions and Prohibited Transactions

To provide for the safety and liquidity of the City's funds, the following items will be prohibited from the investment portfolio:

- a. Borrowing for investment purposes ("Leverage").
- b. Instruments known as Structured Notes (e.g. inverse floaters, leveraged floaters, and equity-linked securities or investment in any instrument, which is commonly considered a "derivative" instrument (e.g. options, futures, swaps, caps, floors, and collars).
- c. Contracting to sell securities not yet acquired in order to purchase other securities for purposes of speculating on developments or trends in the market.

4. Collateralization

Collateralization will be required on two types of investments: certificates of deposit and repurchase agreements. The market value (including accrued interest) of the collateral should be at least 100%.

For certificates of deposit, the market value of collateral must be at least 100% or greater of the amount of certificates of deposits plus demand deposits with the depository, less the amount, if any, which is insured by the Federal Deposit Insurance Corporation, or the National Credit Unions Share Insurance Fund.

All securities, which serve as collateral against the deposits of a depository institution, must be safe kept at a non-affiliated custodial facility. The City shall have a depository contract and pledge agreement with each safekeeping bank that will comply with the Financial Institutions, Reform, Recovery, and Enforcement Act of 1989 (FIRREA). This will ensure that the City's security interest in collateral pledged to secure deposits is enforceable against the receiver of a failed financial institution.

5. Repurchase Agreements

The securities for which repurchase agreements will be transacted will be limited to U.S. Treasury and government agency securities that are eligible to be delivered via the Federal Reserve's Fedwire book entry system. Securities will be delivered to the City's designated Custodial Agent. Funds and securities will be transferred on a delivery vs. payment basis.

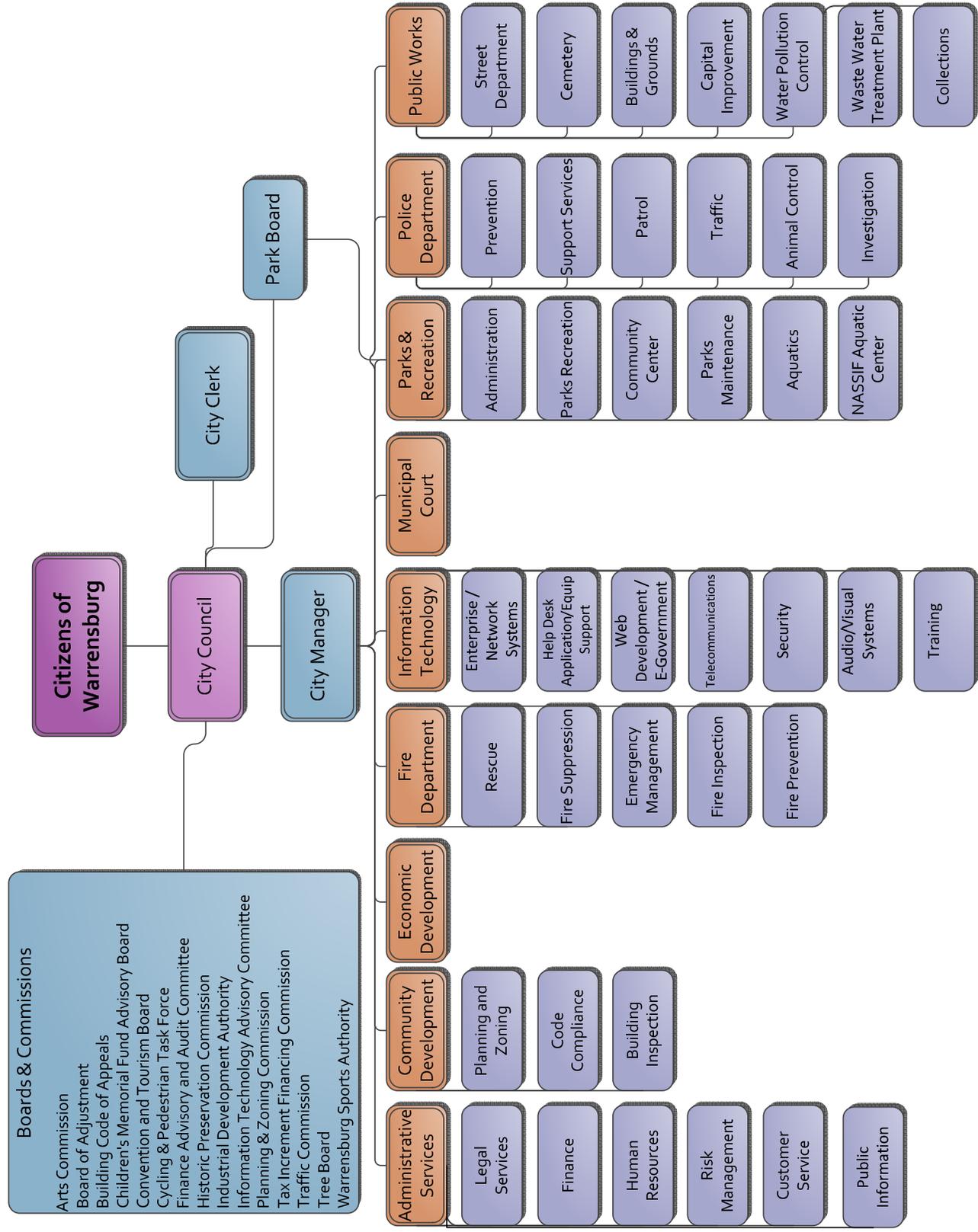
VII. Investment Parameters-Maximum Maturities

To the extent possible, the City shall attempt to match its investments with anticipated cash flow requirements. Investments shall mature and become payable not more than five (5) years from the date of purchase. The City shall adopt weighted average maturity limitations that should not exceed three (3) years and is consistent with the investment objectives.



VII. Investment Parameters-Maximum Maturities (cont.)

Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as in bank deposits or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.





PURPOSE STATEMENT

The City of Warrensburg Personnel Policies have been prepared to provide the City of Warrensburg employees with the personnel policies, procedures, rules and regulations that govern all employees of the City. The Policies of the City of Warrensburg help to serve the following purposes:

- A. The City of Warrensburg realizes that one of its most valuable assets is our employees. Our goal is to treat employees equitably, respectfully, and maintain an appropriate atmosphere for addressing personnel matters.
- B. The City is an Equal Opportunity Employer and will not discriminate against applicants or employees on the basis of race, color, sex, age, creed, handicap (if otherwise qualified), or religious or political affiliations.
- C. City employees shall abide by the ordinances, policies, and regulations established by the City of Warrensburg including but not limited to Personnel Policies, Safety Manual, Finance Policies and other functionally related city and departmental standard operating procedures, manuals, and management directives. Copies of the above documents are kept in each applicable department and available for review by employees. The Policies will be issued in a loose-leaf binder so changes can be posted promptly or electronically via CityNet.
- D. With the proper use of the City's policies, the City can provide the highest degree of customer service.
- E. The City works to recognize and celebrate employees who deliver city services in an efficient, responsible, innovative and compassionate manner.
- F. The City strives to provide prompt and fair attention in the handling of all personnel matters, including but not limited to, complaints, grievances and disciplinary action.
- G. The City understands that confidentiality is of utmost importance to our employees. For that reason the City attempts to comply with all lawful requirements regarding the personnel information.
- H. Rates of compensation and job classifications are established by the City's approved Pay Plan.
- I. The City identifies the talent needed to perform the job, strives to attract and retain the best qualified candidates for the position with competitive salaries and benefits and thoroughly documents the recruitment process to comply with hiring guidelines and employment laws and ensure a bias-free selection.
- J. The training and education of City employees is encouraged whenever possible.
- K. The City makes every effort to provide employees with satisfactory working conditions. Employees are always encouraged to bring matters of concern forward for review.
- L. In the event that any provision of the City's personnel policies shall conflict with state, local or federal law, then the state, local or federal law shall take precedence.
- M. Nothing in this Manual is to be construed to create a contract between the City of Warrensburg and its employees or to create a contractual entitlement to any benefit. Any benefit provided in this Manual may be modified or withdrawn at any time without notice, except as provided by federal, state and local laws.



The approval of the Personnel Policies is in accordance with section 2-82 of the City's Ordinances Book:

Sec. 2-82. - Personnel policies and procedures approved.

The personnel policies of the city shall be approved by the city council by resolution from time to time, except as otherwise set forth in this chapter. Upon approval by the city council, said policies will serve as guides to administrative actions concerning the various personnel activities and transactions in the city service. The city council in approving the policies may grant the city manager the authority to promulgate procedures and forms to implement the personnel policies and to provide additional guidance for administrative actions concerning the various personnel activities and transactions in the city service.

(Ord. No. 4099, § 1, 3-13-06)

Editor's note—

Ord. No. 4099, § 1, adopted March 13, 2006, repealed former § 2-82, and enacted a new § 2-82 as set out herein. The former 2-82 pertained to applicants for employment subject to criminal record review, and derived from Ord. No. 4090, § 1, adopted Feb. 27, 2006.



FULL TIME STAFF CHART



NUMBER OF REGULAR FULL TIME EMPLOYEES FY11 - FY14				
Includes 6 open positions				
	FY11	FY12	FY13	FY14
	ACTUAL	ACTUAL	ACTUAL	PROPOSED
GENERAL FUND				
City Clerk	1	1	1	1
Administration - City Manager	2	2	2	2
Municipal Court	2	2	2	2
Administration - Human Services	1	1	1	1
Administration - Customer Service	1	1	1	1
Finance	4	4	4	4
Information Technology	2	2	2	2
Buildings and Grounds	1	2	2	2
Fire Protection	26	25	25	25
Law Enforcement	38	37	35	35
Animal Control - Shelter	2	2	3	3
Community Development	7	7	7	7
Street Maintenance	13.5	12	11	11.2
Cemetery	1	1	1	1
TOTAL GENERAL FUND	101.5	99	97	97.2
PARKS FUND				
Administration	2	2	2	2
Maintenance	4	4	4	4
Recreation	4	4	4	4
Community Center	1	1	1	1
TOTAL PARKS FUND	11	11	11	11
WATER POLLUTION CONTROL				
Administration	1	1	1	1.8
Plants	7.5	7	7	7
Collections	5	5	5	5
TOTAL WPC	13.5	13	13	13.8
TOTAL FULL TIME	126	123	121	122

The Street Department and Water Pollution Control share 4 full time positions

FY12 and FY13 saw a decrease in staff, open positions were evaluated and due to budget issues were not all filled.

PART TIME STAFF CHART



NUMBER OF REGULAR PART-TIME EMPLOYEES FY11 - FY14				
	FY11 ACTUAL	FY12 ACTUAL	FY13 ACTUAL	FY14 PROPOSED
GENERAL FUND				
General Administration		1		
General - Support Services			1	1
Finance	1	1	1	1
Information Technology		0		
Fire Protection	17	23	24	24
Law Enforcement	2	2	2	2
Animal Control	2	2	2	2
Streets			0.5	
TOTAL GENERAL FUND	22	29	30.5	30
WPC				
Administration			0.5	
Total WPC			0.5	
TOTAL REGULAR PART TIME	22	29	31	30

Notes: The Parks and Recreation Department has seasonal part time employees.

The Fire Department was authorized 30 part time positions in FY11 and into FY12. Their actual part time employees were less. In FY13 they went to 24 and are currently authorized for the 24 and not the 30.

In FY13 a part time position was added and split between the Street Department and WPC. In FY14 this position was upgraded and became a full time position split between the Street Department and WPC, reflecting increase in full time staff of one and a decrease in part time staff of one.

PAY STRUCTURE FY14



Grade	Titles		Step 1	Step 2	Step 3	Step 4	Step 5
B1	Animal Shelter Laborer	Annual	\$ 18,636.80	\$ 19,323.20	\$ 20,009.60	\$ 20,716.80	\$ 21,403.20
	Custodian	Bi-wkly	\$ 716.80	\$ 743.20	\$ 769.60	\$ 796.80	\$ 823.20
	Parking Control Officer	Hourly	\$ 8.96	\$ 9.29	\$ 9.62	\$ 9.96	\$ 10.29
B2	Animal Shelter Laborer	Annual	\$ 19,011.20	\$ 19,718.40	\$ 20,404.80	\$ 21,132.80	\$ 21,840.00
	Custodian	Bi-wkly	\$ 731.20	\$ 758.40	\$ 784.80	\$ 812.80	\$ 840.00
	Parking Control Officer	Hourly	\$ 9.14	\$ 9.48	\$ 9.81	\$ 10.16	\$ 10.50
C1		Annual	\$ 19,884.80	\$ 20,550.40	\$ 21,257.60	\$ 21,964.80	\$ 22,734.40
		Bi-wkly	\$ 764.80	\$ 790.40	\$ 817.60	\$ 844.80	\$ 874.40
		Hourly	\$ 9.56	\$ 9.88	\$ 10.22	\$ 10.56	\$ 10.93
C2		Annual	\$ 20,280.00	\$ 20,966.40	\$ 21,673.60	\$ 22,401.60	\$ 23,192.00
		Bi-wkly	\$ 780.00	\$ 806.40	\$ 833.60	\$ 861.60	\$ 892.00
		Hourly	\$ 9.75	\$ 10.08	\$ 10.42	\$ 10.77	\$ 11.15
D1		Annual	\$ 21,236.80	\$ 21,944.00	\$ 22,713.60	\$ 23,462.40	\$ 24,252.80
		Bi-wkly	\$ 816.80	\$ 844.00	\$ 873.60	\$ 902.40	\$ 932.80
		Hourly	\$ 10.21	\$ 10.55	\$ 10.92	\$ 11.28	\$ 11.66
D2		Annual	\$ 21,652.80	\$ 22,380.80	\$ 23,171.20	\$ 23,940.80	\$ 24,731.20
		Bi-wkly	\$ 832.80	\$ 860.80	\$ 891.20	\$ 920.80	\$ 951.20
		Hourly	\$ 10.41	\$ 10.76	\$ 11.14	\$ 11.51	\$ 11.89
E1	Assistant Court Clerk	Annual	\$ 22,651.20	\$ 23,441.60	\$ 24,232.00	\$ 25,084.80	\$ 25,916.80
	Public Information	Bi-wkly	\$ 871.20	\$ 901.60	\$ 932.00	\$ 964.80	\$ 996.80
	Records Clerk PD	Hourly	\$ 10.89	\$ 11.27	\$ 11.65	\$ 12.06	\$ 12.46
	Support Services Specialist						
E2	Assistant Court Clerk	Annual	\$ 23,108.80	\$ 23,920.00	\$ 24,710.40	\$ 25,584.00	\$ 26,436.80
	Public Information	Bi-wkly	\$ 888.80	\$ 920.00	\$ 950.40	\$ 984.00	\$ 1,016.80
	Records Clerk PD	Hourly	\$ 11.11	\$ 11.50	\$ 11.88	\$ 12.30	\$ 12.71
	Support Services Specialist						
F1	Park Maintenance I	Annual	\$ 24,211.20	\$ 25,043.20	\$ 25,896.00	\$ 26,769.60	\$ 27,705.60
	Permit Clerk	Bi-wkly	\$ 931.20	\$ 963.20	\$ 996.00	\$ 1,029.60	\$ 1,065.60
	Street Maintenance I	Hourly	\$ 11.64	\$ 12.04	\$ 12.45	\$ 12.87	\$ 13.32
	WPC Operator I Collections						
F2	Park Maintenance I	Annual	\$ 24,689.60	\$ 25,542.40	\$ 26,416.00	\$ 27,310.40	\$ 28,267.20
	Permit Clerk	Bi-wkly	\$ 949.60	\$ 982.40	\$ 1,016.00	\$ 1,050.40	\$ 1,087.20
	Street Maintenance I	Hourly	\$ 11.87	\$ 12.28	\$ 12.70	\$ 13.13	\$ 13.59
	WPC Operator I Collections						

PAY STRUCTURE FY14



Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
\$22,089.60	\$22,796.80	\$23,483.20	\$24,148.80	\$24,876.80	\$25,542.40	\$26,228.80	\$26,769.60	\$27,580.80	\$28,371.20
\$ 849.60	\$ 876.80	\$ 903.20	\$ 928.80	\$ 956.80	\$ 982.40	\$ 1,008.80	\$ 1,029.60	\$ 1,060.80	\$ 1,091.20
\$ 10.62	\$ 10.96	\$ 11.29	\$ 11.61	\$ 11.96	\$ 12.28	\$ 12.61	\$ 12.87	\$ 13.26	\$ 13.64
\$22,526.40	\$23,254.40	\$23,961.60	\$24,627.20	\$25,376.00	\$26,062.40	\$26,748.80	\$27,310.40	\$28,142.40	\$28,932.80
\$ 866.40	\$ 894.40	\$ 921.60	\$ 947.20	\$ 976.00	\$ 1,002.40	\$ 1,028.80	\$ 1,050.40	\$ 1,082.40	\$ 1,112.80
\$ 10.83	\$ 11.18	\$ 11.52	\$ 11.84	\$ 12.20	\$ 12.53	\$ 12.86	\$ 13.13	\$ 13.53	\$ 13.91
\$23,379.20	\$24,065.60	\$24,752.00	\$25,500.80	\$26,228.80	\$27,019.20	\$27,809.60	\$28,600.00	\$29,452.80	\$30,326.40
\$ 899.20	\$ 925.60	\$ 952.00	\$ 980.80	\$ 1,008.80	\$ 1,039.20	\$ 1,069.60	\$ 1,100.00	\$ 1,132.80	\$ 1,166.40
\$ 11.24	\$ 11.57	\$ 11.90	\$ 12.26	\$ 12.61	\$ 12.99	\$ 13.37	\$ 13.75	\$ 14.16	\$ 14.58
\$23,836.80	\$24,544.00	\$25,251.20	\$26,020.80	\$26,748.80	\$27,560.00	\$28,371.20	\$29,182.40	\$30,035.20	\$30,929.60
\$ 916.80	\$ 944.00	\$ 971.20	\$ 1,000.80	\$ 1,028.80	\$ 1,060.00	\$ 1,091.20	\$ 1,122.40	\$ 1,155.20	\$ 1,189.60
\$ 11.46	\$ 11.80	\$ 12.14	\$ 12.51	\$ 12.86	\$ 13.25	\$ 13.64	\$ 14.03	\$ 14.44	\$ 14.87
\$24,980.80	\$25,708.80	\$26,457.60	\$27,248.00	\$28,038.40	\$28,849.60	\$29,702.40	\$30,576.00	\$31,470.40	\$32,406.40
\$ 960.80	\$ 988.80	\$ 1,017.60	\$ 1,048.00	\$ 1,078.40	\$ 1,109.60	\$ 1,142.40	\$ 1,176.00	\$ 1,210.40	\$ 1,246.40
\$ 12.01	\$ 12.36	\$ 12.72	\$ 13.10	\$ 13.48	\$ 13.87	\$ 14.28	\$ 14.70	\$ 15.13	\$ 15.58
\$25,480.00	\$26,228.80	\$26,977.60	\$27,788.80	\$28,600.00	\$29,432.00	\$30,305.60	\$31,179.20	\$32,094.40	\$33,051.20
\$ 980.00	\$ 1,008.80	\$ 1,037.60	\$ 1,068.80	\$ 1,100.00	\$ 1,132.00	\$ 1,165.60	\$ 1,199.20	\$ 1,234.40	\$ 1,271.20
\$ 12.25	\$ 12.61	\$ 12.97	\$ 13.36	\$ 13.75	\$ 14.15	\$ 14.57	\$ 14.99	\$ 15.43	\$ 15.89
\$26,665.60	\$27,476.80	\$28,267.20	\$29,099.20	\$29,952.00	\$30,825.60	\$31,740.80	\$32,656.00	\$33,633.60	\$34,611.20
\$ 1,025.60	\$ 1,056.80	\$ 1,087.20	\$ 1,119.20	\$ 1,152.00	\$ 1,185.60	\$ 1,220.80	\$ 1,256.00	\$ 1,293.60	\$ 1,331.20
\$ 12.82	\$ 13.21	\$ 13.59	\$ 13.99	\$ 14.40	\$ 14.82	\$ 15.26	\$ 15.70	\$ 16.17	\$ 16.64
\$27,206.40	\$28,017.60	\$28,828.80	\$29,681.60	\$30,555.20	\$31,449.60	\$32,385.60	\$33,300.80	\$34,299.20	\$35,297.60
\$ 1,046.40	\$ 1,077.60	\$ 1,108.80	\$ 1,141.60	\$ 1,175.20	\$ 1,209.60	\$ 1,245.60	\$ 1,280.80	\$ 1,319.20	\$ 1,357.60
\$ 13.08	\$ 13.47	\$ 13.86	\$ 14.27	\$ 14.69	\$ 15.12	\$ 15.57	\$ 16.01	\$ 16.49	\$ 16.97
\$28,496.00	\$29,348.80	\$30,201.60	\$31,096.00	\$32,011.20	\$32,947.20	\$33,924.80	\$34,902.40	\$35,942.40	\$37,003.20
\$ 1,096.00	\$ 1,128.80	\$ 1,161.60	\$ 1,196.00	\$ 1,231.20	\$ 1,267.20	\$ 1,304.80	\$ 1,342.40	\$ 1,382.40	\$ 1,423.20
\$ 13.70	\$ 14.11	\$ 14.52	\$ 14.95	\$ 15.39	\$ 15.84	\$ 16.31	\$ 16.78	\$ 17.28	\$ 17.79
\$29,057.60	\$29,931.20	\$30,804.80	\$31,720.00	\$32,656.00	\$33,612.80	\$34,611.20	\$35,609.60	\$36,670.40	\$37,752.00
\$ 1,117.60	\$ 1,151.20	\$ 1,184.80	\$ 1,220.00	\$ 1,256.00	\$ 1,292.80	\$ 1,331.20	\$ 1,369.60	\$ 1,410.40	\$ 1,452.00
\$ 13.97	\$ 14.39	\$ 14.81	\$ 15.25	\$ 15.70	\$ 16.16	\$ 16.64	\$ 17.12	\$ 17.63	\$ 18.15

PAY STRUCTURE FY14



Grade	Titles		Step 1	Step 2	Step 3	Step 4	Step 5
FFA1	Firefighter (Part Time)	Hourly	\$ 8.69	\$ 9.05	\$ 9.40	\$ 9.75	\$ 10.11
FFA2	Firefighter (Part Time)	Hourly	\$ 8.86	\$ 9.23	\$ 9.59	\$ 9.95	\$ 10.31
FFB1	Firefighter/EMT	Hourly	\$ 10.05	\$ 10.34	\$ 10.64	\$ 10.96	\$ 11.28
FFB2	Firefighter/EMT	Hourly	\$ 10.25	\$ 10.55	\$ 10.85	\$ 11.18	\$ 11.51
FFC1	FF/SPECIALIST	Hourly	\$ 11.72	\$ 12.07	\$ 12.42	\$ 12.78	\$ 13.16
FFC2	FF/SPECIALIST	Hourly	\$ 11.95	\$ 12.31	\$ 12.67	\$ 13.04	\$ 13.42
FFP1	Fire & Emer Pervation Officer (40 Hour)	Annual	\$35,256.00	\$36,316.80	\$37,398.40	\$38,480.00	\$39,624.00
		Bi-Wkly	\$ 1,356.00	\$ 1,396.80	\$ 1,438.40	\$ 1,480.00	\$ 1,524.00
		Hourly	\$ 16.95	\$ 17.46	\$ 17.98	\$ 18.50	\$ 19.05
FFP2	Fire & Emer Pervation Officer (40 Hour)	Annual	\$35,963.20	\$37,044.80	\$38,147.20	\$39,249.60	\$40,414.40
		Bi-Wkly	\$ 1,383.20	\$ 1,424.80	\$ 1,467.20	\$ 1,509.60	\$ 1,554.40
		Hourly	\$ 17.29	\$ 17.81	\$ 18.34	\$ 18.87	\$ 19.43
FFD1	Fire Captain	Hourly	\$ 13.20	\$ 13.58	\$ 13.99	\$ 14.40	\$ 14.81
FFD2	Fire Captain	Hourly	\$ 13.46	\$ 13.85	\$ 14.27	\$ 14.69	\$ 15.11
FFE1	Battalion Chief (56 Hour)	Hourly	\$ 14.50	\$ 14.92	\$ 15.36	\$ 15.81	\$ 16.28
FFE2	Battalion Chief (56 Hour)	Hourly	\$ 14.79	\$ 15.22	\$ 15.67	\$ 16.13	\$ 16.61
FFF1	Battalion Chief (40 Hour)	Annual	\$43,700.80	\$44,969.60	\$46,300.80	\$47,673.60	\$49,088.00
		Bi-wkly	\$ 1,680.80	\$ 1,729.60	\$ 1,780.80	\$ 1,833.60	\$ 1,888.00
		Hourly	\$ 21.01	\$ 21.62	\$ 22.26	\$ 22.92	\$ 23.60
FFF2	Battalion Chief (40 Hour)	Annual	\$44,574.40	\$45,864.00	\$47,236.80	\$48,630.40	\$50,065.60
		Bi-wkly	\$ 1,714.40	\$ 1,764.00	\$ 1,816.80	\$ 1,870.40	\$ 1,925.60
		Hourly	\$ 21.43	\$ 22.05	\$ 22.71	\$ 23.38	\$ 24.07

PAY STRUCTURE FY14



Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
\$ 11.60	\$ 11.95	\$ 12.29	\$ 12.65	\$ 13.03	\$ 13.34	\$ 13.66	\$ 13.94	\$ 14.28	\$ 14.62
\$ 11.83	\$ 12.19	\$ 12.54	\$ 12.90	\$ 13.29	\$ 13.61	\$ 13.93	\$ 14.22	\$ 14.57	\$ 14.91
\$ 13.55	\$ 13.95	\$ 14.36	\$ 14.77	\$ 15.14	\$ 15.51	\$ 15.88	\$ 16.20	\$ 16.52	\$ 16.84
\$ 13.82	\$ 14.23	\$ 14.65	\$ 15.07	\$ 15.44	\$ 15.82	\$ 16.20	\$ 16.52	\$ 16.85	\$ 17.18
\$40,809.60	\$42,036.80	\$43,264.00	\$44,512.00	\$45,635.20	\$46,758.40	\$47,881.60	\$48,859.20	\$49,816.00	\$50,793.60
\$ 1,569.60	\$ 1,616.80	\$ 1,664.00	\$ 1,712.00	\$ 1,755.20	\$ 1,798.40	\$ 1,841.60	\$ 1,879.20	\$ 1,916.00	\$ 1,953.60
\$ 19.62	\$ 20.21	\$ 20.80	\$ 21.40	\$ 21.94	\$ 22.48	\$ 23.02	\$ 23.49	\$ 23.95	\$ 24.42
\$41,620.80	\$42,868.80	\$44,137.60	\$45,406.40	\$46,550.40	\$47,694.40	\$48,838.40	\$49,836.80	\$50,814.40	\$51,812.80
\$ 1,600.80	\$ 1,648.80	\$ 1,697.60	\$ 1,746.40	\$ 1,790.40	\$ 1,834.40	\$ 1,878.40	\$ 1,916.80	\$ 1,954.40	\$ 1,992.80
\$ 20.01	\$ 20.61	\$ 21.22	\$ 21.83	\$ 22.38	\$ 22.93	\$ 23.48	\$ 23.96	\$ 24.43	\$ 24.91
\$ 15.26	\$ 15.70	\$ 16.17	\$ 16.64	\$ 17.05	\$ 17.47	\$ 17.89	\$ 18.25	\$ 18.61	\$ 18.97
\$ 15.57	\$ 16.01	\$ 16.49	\$ 16.97	\$ 17.39	\$ 17.82	\$ 18.25	\$ 18.62	\$ 18.98	\$ 19.35
\$ 16.76	\$ 17.26	\$ 17.76	\$ 18.29	\$ 18.73	\$ 19.20	\$ 19.67	\$ 20.06	\$ 20.45	\$ 20.85
\$ 17.10	\$ 17.61	\$ 18.12	\$ 18.66	\$ 19.10	\$ 19.58	\$ 20.06	\$ 20.46	\$ 20.86	\$ 21.27
\$50,544.00	\$52,062.40	\$53,580.80	\$55,203.20	\$56,534.40	\$57,948.80	\$59,384.00	\$60,569.60	\$61,755.20	\$62,961.60
\$ 1,944.00	\$ 2,002.40	\$ 2,060.80	\$ 2,123.20	\$ 2,174.40	\$ 2,228.80	\$ 2,284.00	\$ 2,329.60	\$ 2,375.20	\$ 2,421.60
\$ 24.30	\$ 25.03	\$ 25.76	\$ 26.54	\$ 27.18	\$ 27.86	\$ 28.55	\$ 29.12	\$ 29.69	\$ 30.27
\$51,563.20	\$53,102.40	\$54,662.40	\$56,305.60	\$57,657.60	\$59,113.60	\$60,569.60	\$61,776.00	\$62,982.40	\$64,230.40
\$ 1,983.20	\$ 2,042.40	\$ 2,102.40	\$ 2,165.60	\$ 2,217.60	\$ 2,273.60	\$ 2,329.60	\$ 2,376.00	\$ 2,422.40	\$ 2,470.40
\$ 24.79	\$ 25.53	\$ 26.28	\$ 27.07	\$ 27.72	\$ 28.42	\$ 29.12	\$ 29.70	\$ 30.28	\$ 30.88

PAY STRUCTURE FY14



Grade	Titles		Step 1	Step 2	Step 3	Step 4	Step 5
G1	Animal Control Officer	Annual	\$25,854.40	\$26,748.80	\$27,664.00	\$28,600.00	\$29,598.40
	Assistant Shelter Manager	Bi-wkly	\$ 994.40	\$ 1,028.80	\$ 1,064.00	\$ 1,100.00	\$ 1,138.40
	Executive Assistant II - AD, PD, ST	Hourly	\$ 12.43	\$ 12.86	\$ 13.30	\$ 13.75	\$ 14.23
	Finance Assistant/AP						
	Municipal Court Clerk						
	Parks Maintenance II						
	Public Works Project Technician						
	Sign Technician						
	Street Maintenance II						
	WPC Operator II Collections						
WPC Operator II Plants							
G2	Animal Control Officer	Annual	\$26,374.40	\$27,289.60	\$28,225.60	\$29,182.40	\$30,180.80
	Assistant Shelter Manager	Bi-wkly	\$ 1,014.40	\$ 1,049.60	\$ 1,085.60	\$ 1,122.40	\$ 1,160.80
	Executive Assistant II - AD, PD, ST	Hourly	\$ 12.68	\$ 13.12	\$ 13.57	\$ 14.03	\$ 14.51
	Finance Assistant/AP						
	Municipal Court Clerk						
	Parks Maintenance II						
	Public Works Project Technician						
	Sign Technician						
	Street Maintenance II						
	WPC Operator II Collections						
WPC Operator II Plants							
H1	Code Enforcement Inspector	Annual	\$27,643.20	\$28,579.20	\$29,556.80	\$30,534.40	\$31,616.00
	Recreation Supervisor I	Bi-wkly	\$ 1,063.20	\$ 1,099.20	\$ 1,136.80	\$ 1,174.40	\$ 1,216.00
	Shelter Manager	Hourly	\$ 13.29	\$ 13.74	\$ 14.21	\$ 14.68	\$ 15.20
	Utility Inspector						
	WPC Laboratory Technician						
WPC Collections Crew Leader							
H2	Code Enforcement Inspector	Annual	\$28,204.80	\$29,140.80	\$30,139.20	\$31,137.60	\$32,240.00
	Recreation Supervisor I	Bi-wkly	\$ 1,084.80	\$ 1,120.80	\$ 1,159.20	\$ 1,197.60	\$ 1,240.00
	Shelter Manager	Hourly	\$ 13.56	\$ 14.01	\$ 14.49	\$ 14.97	\$ 15.50
	Utility Inspector						
	WPC Laboratory Technician						
WPC Collections Crew Leader							
I1	Bldg & Grounds Foreman	Annual	\$29,536.00	\$30,534.40	\$31,595.20	\$32,656.00	\$33,800.00
	Collector	Bi-wkly	\$ 1,136.00	\$ 1,174.40	\$ 1,215.20	\$ 1,256.00	\$ 1,300.00
	Computer Technician	Hourly	\$ 14.20	\$ 14.68	\$ 15.19	\$ 15.70	\$ 16.25
	Equipment Technician						
	Finance Asst/Payroll & Budget Analyst						
	Maintenance Foreman Cemetery						
	Maintenance Foreman - Streets						
	Office Manager						
Recreation Supervisor II							
I2	Bldg & Grounds Foreman	Annual	\$30,118.40	\$31,137.60	\$32,219.20	\$33,300.80	\$34,486.40
	Collector	Bi-wkly	\$ 1,158.40	\$ 1,197.60	\$ 1,239.20	\$ 1,280.80	\$ 1,326.40
	Computer Technician	Hourly	\$ 14.48	\$ 14.97	\$ 15.49	\$ 16.01	\$ 16.58
	Equipment Technician						
	Finance Asst/Payroll & Budget Analyst						
	Maintenance Foreman Cemetery						
	Maintenance Foreman - Streets						
	Office Manager						
Recreation Supervisor II							

PAY STRUCTURE FY14



Grade	Titles		Step 1	Step 2	Step 3	Step 4	Step 5
J1	Asst Systems Admin	Annual	\$ 31,553.60	\$ 32,635.20	\$ 33,820.80	\$ 35,006.40	\$ 36,192.00
	Building Inspector	Bi-wkly	\$ 1,213.60	\$ 1,255.20	\$ 1,300.80	\$ 1,346.40	\$ 1,392.00
	Police Officer	Hourly	\$ 15.17	\$ 15.69	\$ 16.26	\$ 16.83	\$ 17.40
	Human Resources Clerk						
	Public Infor/Marketing Supervisor - Parks						
J2	Asst Systems Admin	Annual	\$ 32,177.60	\$ 33,280.00	\$ 34,507.20	\$ 35,713.60	\$ 36,920.00
	Building Inspector	Bi-wkly	\$ 1,237.60	\$ 1,280.00	\$ 1,327.20	\$ 1,373.60	\$ 1,420.00
	Police Officer	Hourly	\$ 15.47	\$ 16.00	\$ 16.59	\$ 17.17	\$ 17.75
	Human Resources Clerk						
	Public Infor/Marketing Supervisor - Parks						
K1	Compliance Technician	Annual	\$ 33,716.80	\$ 34,860.80	\$ 36,067.20	\$ 37,294.40	\$ 38,584.00
	Fire Emer Prevention Officer	Bi-wkly	\$ 1,296.80	\$ 1,340.80	\$ 1,387.20	\$ 1,434.40	\$ 1,484.00
	Neighborhood Services Coord.	Hourly	\$ 16.21	\$ 16.76	\$ 17.34	\$ 17.93	\$ 18.55
	Police Corporal						
	Project Manager Com Dev						
	Project Manager Streets						
	Project Manager WPC						
	Recreation Supervisor III						
	WPC Operator III Plants						
K2	Compliance Technician	Annual	\$ 34,382.40	\$ 35,568.00	\$ 36,795.20	\$ 38,043.20	\$ 39,353.60
	Fire Emer Prevention Officer	Bi-wkly	\$ 1,322.40	\$ 1,368.00	\$ 1,415.20	\$ 1,463.20	\$ 1,513.60
	Neighborhood Services Coord.	Hourly	\$ 16.53	\$ 17.10	\$ 17.69	\$ 18.29	\$ 18.92
	Police Corporal						
	Project Manager Com Dev						
	Project Manager Streets						
	Project Manager WPC						
	Recreation Supervisor III						
	WPC Operator III Plants						
L1	City Planner	Annual	\$ 36,400.00	\$ 37,793.60	\$ 39,145.60	\$ 40,539.20	\$ 41,912.00
	Manager of Operations - Parks	Bi-wkly	\$ 1,400.00	\$ 1,453.60	\$ 1,505.60	\$ 1,559.20	\$ 1,612.00
		Hourly	\$ 17.50	\$ 18.17	\$ 18.82	\$ 19.49	\$ 20.15
L2	City Planner	Annual	\$ 37,128.00	\$ 38,542.40	\$ 39,936.00	\$ 41,350.40	\$ 42,744.00
	Manager of Operations - Parks	Bi-wkly	\$ 1,428.00	\$ 1,482.40	\$ 1,536.00	\$ 1,590.40	\$ 1,644.00
		Hourly	\$ 17.85	\$ 18.53	\$ 19.20	\$ 19.88	\$ 20.55

PAY STRUCTURE FY14



Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
\$37,356.80	\$38,563.20	\$39,748.80	\$40,934.40	\$42,120.00	\$43,284.80	\$44,491.20	\$45,656.00	\$46,924.80	\$48,318.40
\$ 1,436.80	\$ 1,483.20	\$ 1,528.80	\$ 1,574.40	\$ 1,620.00	\$ 1,664.80	\$ 1,711.20	\$ 1,756.00	\$ 1,804.80	\$ 1,858.40
\$ 17.96	\$ 18.54	\$ 19.11	\$ 19.68	\$ 20.25	\$ 20.81	\$ 21.39	\$ 21.95	\$ 22.56	\$ 23.23
\$38,105.60	\$39,332.80	\$40,539.20	\$41,745.60	\$42,972.80	\$44,158.40	\$45,385.60	\$46,571.20	\$47,860.80	\$49,275.20
\$ 1,465.60	\$ 1,512.80	\$ 1,559.20	\$ 1,605.60	\$ 1,652.80	\$ 1,698.40	\$ 1,745.60	\$ 1,791.20	\$ 1,840.80	\$ 1,895.20
\$ 18.32	\$ 18.91	\$ 19.49	\$ 20.07	\$ 20.66	\$ 21.23	\$ 21.82	\$ 22.39	\$ 23.01	\$ 23.69
\$39,728.00	\$40,892.80	\$42,120.00	\$43,347.20	\$44,636.80	\$45,968.00	\$47,320.00	\$48,713.60	\$50,169.60	\$51,646.40
\$ 1,528.00	\$ 1,572.80	\$ 1,620.00	\$ 1,667.20	\$ 1,716.80	\$ 1,768.00	\$ 1,820.00	\$ 1,873.60	\$ 1,929.60	\$ 1,986.40
\$ 19.10	\$ 19.66	\$ 20.25	\$ 20.84	\$ 21.46	\$ 22.10	\$ 22.75	\$ 23.42	\$ 24.12	\$ 24.83
\$40,518.40	\$41,704.00	\$42,972.80	\$44,220.80	\$45,531.20	\$46,883.20	\$48,276.80	\$49,691.20	\$51,168.00	\$52,686.40
\$ 1,558.40	\$ 1,604.00	\$ 1,652.80	\$ 1,700.80	\$ 1,751.20	\$ 1,803.20	\$ 1,856.80	\$ 1,911.20	\$ 1,968.00	\$ 2,026.40
\$ 19.48	\$ 20.05	\$ 20.66	\$ 21.26	\$ 21.89	\$ 22.54	\$ 23.21	\$ 23.89	\$ 24.60	\$ 25.33
\$43,284.80	\$44,657.60	\$46,051.20	\$47,424.00	\$48,796.80	\$50,190.40	\$51,542.40	\$52,936.00	\$54,329.60	\$55,681.60
\$ 1,664.80	\$ 1,717.60	\$ 1,771.20	\$ 1,824.00	\$ 1,876.80	\$ 1,930.40	\$ 1,982.40	\$ 2,036.00	\$ 2,089.60	\$ 2,141.60
\$ 20.81	\$ 21.47	\$ 22.14	\$ 22.80	\$ 23.46	\$ 24.13	\$ 24.78	\$ 25.45	\$ 26.12	\$ 26.77
\$44,158.40	\$45,552.00	\$46,966.40	\$48,380.80	\$49,774.40	\$51,188.80	\$52,582.40	\$53,996.80	\$55,411.20	\$56,804.80
\$ 1,698.40	\$ 1,752.00	\$ 1,806.40	\$ 1,860.80	\$ 1,914.40	\$ 1,968.80	\$ 2,022.40	\$ 2,076.80	\$ 2,131.20	\$ 2,184.80
\$ 21.23	\$ 21.90	\$ 22.58	\$ 23.26	\$ 23.93	\$ 24.61	\$ 25.28	\$ 25.96	\$ 26.64	\$ 27.31

PAY STRUCTURE FY14



Grade	Titles		Step 1	Step 2	Step 3	Step 4	Step 5
M1	Building Official	Annual	\$38,500.80	\$39,832.00	\$41,204.80	\$42,619.20	\$44,096.00
	CC/Parks Maintenance Supt	Bi-wkly	\$ 1,480.80	\$ 1,532.00	\$ 1,584.80	\$ 1,639.20	\$ 1,696.00
	Manager of Operations - ST	Hourly	\$ 18.51	\$ 19.15	\$ 19.81	\$ 20.49	\$ 21.20
	Manager of Operations - WPC						
	Police Sergeant						
	Recreation Superintendent						
	Senior Accountant						
M2	Building Official	Annual	\$39,270.40	\$40,622.40	\$42,036.80	\$43,472.00	\$44,969.60
	CC/Parks Maintenance Supt	Bi-wkly	\$ 1,510.40	\$ 1,562.40	\$ 1,616.80	\$ 1,672.00	\$ 1,729.60
	Manager of Operations - ST	Hourly	\$ 18.88	\$ 19.53	\$ 20.21	\$ 20.90	\$ 21.62
	Manager of Operations - WPC						
	Police Sergeant						
	Recreation Superintendent						
	Senior Accountant						
N1	Human Resources Manager	Annual	\$41,142.40	\$42,577.60	\$44,054.40	\$45,552.00	\$47,132.80
		Bi-wkly	\$ 1,582.40	\$ 1,637.60	\$ 1,694.40	\$ 1,752.00	\$ 1,812.80
		Hourly	\$ 19.78	\$ 20.47	\$ 21.18	\$ 21.90	\$ 22.66
N2	Human Resources Manager	Annual	\$41,974.40	\$43,430.40	\$44,928.00	\$46,467.20	\$48,068.80
		Bi-wkly	\$ 1,614.40	\$ 1,670.40	\$ 1,728.00	\$ 1,787.20	\$ 1,848.80
		Hourly	\$ 20.18	\$ 20.88	\$ 21.60	\$ 22.34	\$ 23.11
O1	Assistant Fire Chief	Annual	\$43,992.00	\$45,510.40	\$47,070.40	\$48,713.60	\$50,398.40
	Assistant Public Works Director	Bi-wkly	\$ 1,692.00	\$ 1,750.40	\$ 1,810.40	\$ 1,873.60	\$ 1,938.40
	Systems Administrator	Hourly	\$ 21.15	\$ 21.88	\$ 22.63	\$ 23.42	\$ 24.23
	Police Lieutenant						
	Police Major						
O2	Assistant Fire Chief	Annual	\$44,865.60	\$46,425.60	\$48,006.40	\$49,691.20	\$51,396.80
	Assistant Public Works Director	Bi-wkly	\$ 1,725.60	\$ 1,785.60	\$ 1,846.40	\$ 1,911.20	\$ 1,976.80
	Systems Administrator	Hourly	\$ 21.57	\$ 22.32	\$ 23.08	\$ 23.89	\$ 24.71
	Police Lieutenant						
	Police Major						
	**Note(s)						
	1) Anyone hired after July 1, 2013, will be hired in on pay plan 1.						
	2) Anyone reclassified or promoted after July 1, 2013 will remain on pay plan 1.						
	3) Pay plan 2 reflects the 2% increase effective September 30, 2013 for Full-time and Part-time employees.						

PAY STRUCTURE FY14



Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
\$45,385.60	\$46,737.60	\$48,131.20	\$49,545.60	\$51,022.40	\$52,540.80	\$54,080.00	\$55,681.60	\$57,345.60	\$59,051.20
\$ 1,745.60	\$ 1,797.60	\$ 1,851.20	\$ 1,905.60	\$ 1,962.40	\$ 2,020.80	\$ 2,080.00	\$ 2,141.60	\$ 2,205.60	\$ 2,271.20
\$ 21.82	\$ 22.47	\$ 23.14	\$ 23.82	\$ 24.53	\$ 25.26	\$ 26.00	\$ 26.77	\$ 27.57	\$ 28.39
\$46,300.80	\$47,673.60	\$49,088.00	\$50,544.00	\$52,041.60	\$53,601.60	\$55,161.60	\$56,804.80	\$58,489.60	\$60,236.80
\$ 1,780.80	\$ 1,833.60	\$ 1,888.00	\$ 1,944.00	\$ 2,001.60	\$ 2,061.60	\$ 2,121.60	\$ 2,184.80	\$ 2,249.60	\$ 2,316.80
\$ 22.26	\$ 22.92	\$ 23.60	\$ 24.30	\$ 25.02	\$ 25.77	\$ 26.52	\$ 27.31	\$ 28.12	\$ 28.96
\$48,526.40	\$49,961.60	\$51,438.40	\$52,977.60	\$54,558.40	\$56,160.00	\$57,824.00	\$59,550.40	\$61,318.40	\$63,128.00
\$ 1,866.40	\$ 1,921.60	\$ 1,978.40	\$ 2,037.60	\$ 2,098.40	\$ 2,160.00	\$ 2,224.00	\$ 2,290.40	\$ 2,358.40	\$ 2,428.00
\$ 23.33	\$ 24.02	\$ 24.73	\$ 25.47	\$ 26.23	\$ 27.00	\$ 27.80	\$ 28.63	\$ 29.48	\$ 30.35
\$49,504.00	\$50,960.00	\$52,457.60	\$54,038.40	\$55,640.00	\$57,283.20	\$58,988.80	\$60,736.00	\$62,545.60	\$64,396.80
\$ 1,904.00	\$ 1,960.00	\$ 2,017.60	\$ 2,078.40	\$ 2,140.00	\$ 2,203.20	\$ 2,268.80	\$ 2,336.00	\$ 2,405.60	\$ 2,476.80
\$ 23.80	\$ 24.50	\$ 25.22	\$ 25.98	\$ 26.75	\$ 27.54	\$ 28.36	\$ 29.20	\$ 30.07	\$ 30.96
\$51,875.20	\$53,414.40	\$55,016.00	\$56,638.40	\$58,302.40	\$60,049.60	\$61,817.60	\$63,668.80	\$65,561.60	\$67,516.80
\$ 1,995.20	\$ 2,054.40	\$ 2,116.00	\$ 2,178.40	\$ 2,242.40	\$ 2,309.60	\$ 2,377.60	\$ 2,448.80	\$ 2,521.60	\$ 2,596.80
\$ 24.94	\$ 25.68	\$ 26.45	\$ 27.23	\$ 28.03	\$ 28.87	\$ 29.72	\$ 30.61	\$ 31.52	\$ 32.46
\$52,915.20	\$54,475.20	\$56,118.40	\$57,761.60	\$59,467.20	\$61,256.00	\$63,044.80	\$64,937.60	\$66,872.00	\$68,868.80
\$ 2,035.20	\$ 2,095.20	\$ 2,158.40	\$ 2,221.60	\$ 2,287.20	\$ 2,356.00	\$ 2,424.80	\$ 2,497.60	\$ 2,572.00	\$ 2,648.80
\$ 25.44	\$ 26.19	\$ 26.98	\$ 27.77	\$ 28.59	\$ 29.45	\$ 30.31	\$ 31.22	\$ 32.15	\$ 33.11

BOARDS, COMMISSIONS AND TASK FORCES



The comprehensive mission of the City of Warrensburg's Boards and Commissions is to increase citizen awareness and participation in City government programs through volunteers that provide experience, expertise and valuable volunteer time. Each appointed board and commission has specific goals and responsibilities. Because of their efforts, the needs of our citizens, business and staff are further enhanced and supported with additional information, opportunities for public dialogue, open and transparent citizen discussion, and higher participation in City programs and planning. This year our Mayor and Council hosted a Boards and Commissions Reception thanking our many volunteers for their time and commitment.

Arts Commission

Board of Adjustment

Planning & Zoning

Building Code of Appeals

Industrial Development Authority

Cycling & Pedestrian Task Force

Tree Board

TIF Commission

Children's Memorial Advisory Board

Lodging Tax Advisory Board

Sports and Tourism Task Force

Traffic Commission

Finance Advisory and Audit Committee

Information Technology Advisory Committee

Historic Preservation Commission

Fiscal Year 2013 Accomplishments

- Building Code Review Committee successfully reviewed the 2012 International Building Codes which were adopted in July 2013 by City Council
- Historic Preservation Commission – the Grover Street Victorian Historic District was listed on the National Register of Historic Places – the first National Register District in Warrensburg
- Finance Advisory and Audit Committee reviewed FY12 Audit along with the management letter making recommendation to Council
- Information Technology Advisory Committee reviewed City information technology infrastructure and made recommendations to Council
- Tree Board received a grant to complete phase 2 of the City tree inventory and completed Street Tree Inventory and 4 Parks
- TIF Commission was reinstated, appointments made, training received, and are application ready – see added detail below

TAX INCREMENT FINANCING (TIF) COMMISSION

Warrensburg first established a Tax Increment Financing Commission (TIF) in 1997. It appears that they may have received one applicant by the name North Town Plaza which prompted the formation. However, the Commission has essentially remained inactive.

Over the past couple of years, TIF financing was discussed as a possible incentive tool for development/redevelopment and, more recently, included in the City *Economic Development Incentives Toolkit*. It is the City's intent to maintain a financially stable local economy, initiate and implement specific strategies and action steps that include the promotion of existing and new businesses, and take steps to increase revenue with minimum risk.

BOARDS, COMMISSIONS AND TASK FORCES



Council directed staff to “dust off” and update all the legislative authority to include adoption of an ordinance amending Article VI of Chapter 22, Tax Increment Financing of the City’s Code of Ordinances December 7, 2012 to reinvigorate the Commission. All appointments were made and meetings have convened since the early part of 2013. City Legal Counsel (Mr. Harris) and Gilmore & Bell have been on hand to guide the TIF Commission through the process and are now fully in place for receiving applications.

Fiscal Year 2014 Strategic Plan Initiatives

Many of the initiatives include working directly with or through a board, commission, or advisory committee. The Council and staff rely heavily on the involvement of the volunteers serving in these areas. Therefore one or more of these entities is involved in some way in every area of the strategic plan initiatives. As examples we have listed a few specific areas below.

GOAL I: Maintain financially stable local economy and City government that meets community needs.

Action Step

- Work with Pedestrian / Cycling Transportation Task Force to improve sidewalk connectivity and appropriately mark bike routes with painted Sharrows

GOAL III: Maintain an efficient and effective City government that provides quality community leadership, fosters strong community relationships, and friendly business atmosphere.

Action Step

- Recognize service on boards and commissions and other acts of volunteerism

GOAL VI: Provide comprehensive programs and services, to enhance the quality of life for the citizens of Warrensburg.

Action Step

- Partnering with Johnson County Historical Society, Main Street, Chamber of Commerce and Visitor Center and Volunteers Old Drum Days & Burg Dog Unleashed Art Project

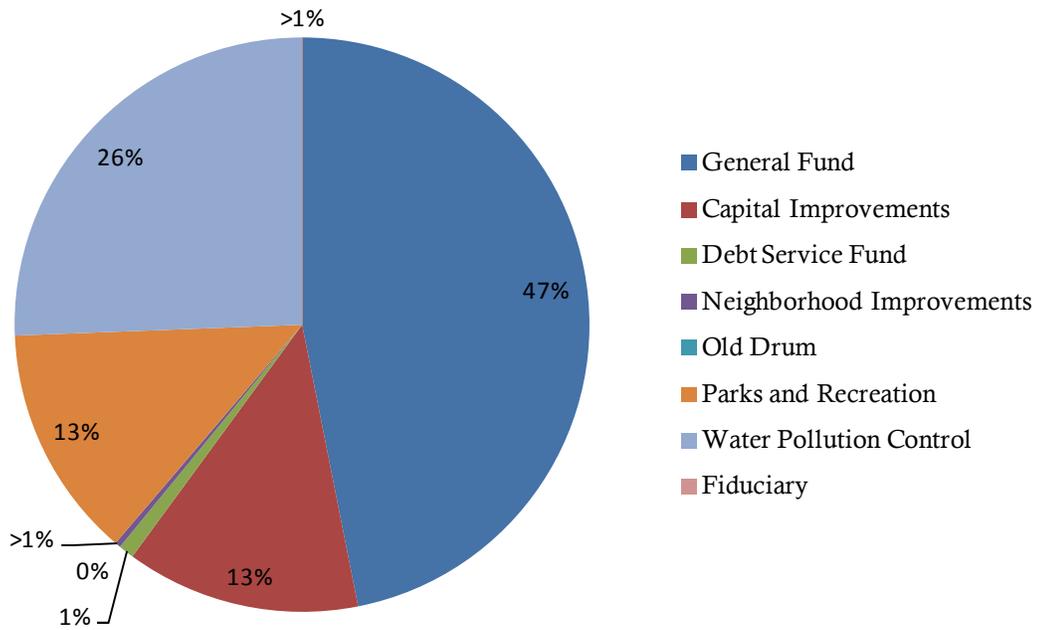


BUDGET IN BRIEF



The FY14 Budget for all funds totals \$18,307,659.31 in revenues and \$18,077,276.91 in expenditures. The goal of the budget process is to develop a balanced budget where recurring expenses do not exceed recurring revenues.

ALL FUNDS FY14 REVENUE

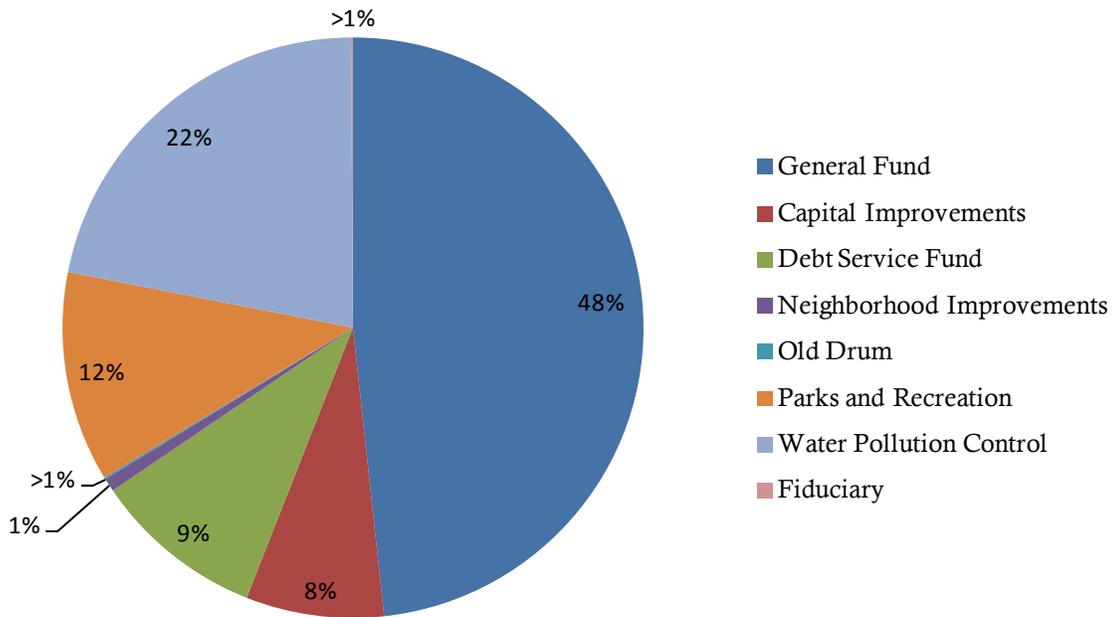




The General Fund accounts for approximately 48% of the City's expenditures and the Water Pollution Control Funds accounts for 22% of the expenditures.

Detail is provided by fund and by department in the pages that follow.

ALL FUNDS FY14 EXPENSES



SUMMARY OF ALL FUNDS



Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Property Tax	\$1,128,026.92	\$1,326,834.38	\$1,655,045.31	\$1,200,833.48
Sales Tax	\$6,119,385.89	\$6,084,359.40	\$6,189,816.72	\$6,204,000.05
Use Tax	\$344,776.40	\$339,279.38	\$401,788.38	\$411,300.37
Franchise Tax	\$2,439,587.11	\$2,509,828.31	\$2,512,206.31	\$2,512,206.31
Tax - Non Categorized	\$84,482.29	\$81,000.00	\$81,000.00	\$89,000.00
Intergovern- Fed Grant	\$112,823.05	\$90,963.00	\$90,963.00	\$85,500.00
Intergovern- St Grant	\$1,200,725.69	\$726,853.65	\$746,853.65	\$925,882.00
Intergovern- Local Grant	\$69,673.46	\$33,827.60	\$33,827.60	\$33,827.60
Licenses	\$88,029.69	\$87,872.00	\$87,872.00	\$87,872.00
Permits	\$58,532.39	\$64,475.00	\$59,475.00	\$62,275.00
Fines	\$371,448.22	\$416,926.02	\$371,926.02	\$346,000.00
Service & Merchandise	\$4,301,254.81	\$3,977,175.00	\$5,259,370.00	\$5,141,068.00
Intragovernment Services/Reimbursemen	\$0.00	\$0.00	\$0.00	\$497,587.00
Asset Sales	\$20,274.10	\$10,500.00	\$12,000.00	\$500.00
Interest Income	\$472,381.33	\$414,400.00	\$414,400.00	\$500,050.00
Donation	\$35,691.66	\$31,100.00	\$45,667.00	\$46,100.00
Revenue - Non Categorized	\$77,083.47	\$165,875.00	\$228,952.54	\$163,657.50
Total Revenues	\$16,924,176.48	\$16,361,268.74	\$18,191,163.53	\$18,307,659.31
Salaries & Wages	\$5,448,715.37	\$5,554,846.10	\$5,601,030.68	\$5,742,309.78
Employee Taxes	\$402,879.53	\$424,863.68	\$430,230.95	\$439,286.26
Employee Retirement	\$440,226.41	\$498,782.97	\$496,962.12	\$512,742.18
Employee Insurance	\$713,522.91	\$727,599.52	\$726,794.80	\$750,208.23
Workers' Compensation	\$135,309.62	\$185,699.12	\$184,754.81	\$174,310.43
Unemployment	\$7,279.40	\$0.00	\$14,309.36	\$0.00
Employer Provided Ser - Other	\$425.00	\$141.00	\$272.60	\$4,350.00
Cost of Goods Sold - Food & Beverages	\$26,600.18	\$27,000.00	\$20,000.00	\$26,000.00
Cost of Goods Sold - Pro Shop	\$514.54	\$500.00	\$500.00	\$500.00
Commodities	\$406,828.29	\$517,932.47	\$514,590.57	\$452,849.10
Utilities	\$1,337,069.33	\$1,283,047.16	\$1,288,089.75	\$1,311,098.31
Contractual Services	\$1,136,195.65	\$1,115,236.00	\$1,194,537.54	\$1,622,260.33
Insurance	\$228,884.00	\$258,454.18	\$238,376.00	\$250,420.10
Meal And Travel	\$31,944.00	\$50,305.00	\$54,031.29	\$64,693.40
Dues And Memberships	\$133,472.76	\$17,147.00	\$17,046.00	\$16,905.00
Communication	\$60,451.60	\$67,895.00	\$82,548.23	\$70,668.50
Maintenance And Repair	\$359,841.51	\$870,383.61	\$945,781.21	\$815,471.00
Service- Non Categorized	\$113,474.80	\$199,453.24	\$245,092.50	\$286,148.37
Capital - Buildings	\$112,668.64	\$80,000.00	\$75,318.00	\$27,000.00
Capital - Equipment	\$362,479.51	\$240,955.00	\$292,700.49	\$387,085.00
Capital - Software	\$2,732.30	\$50,000.00	\$145,000.00	\$0.00
Capital - Infrastructure	\$1,435,807.21	\$240,100.00	\$270,100.00	\$477,073.00
Capital - Vehicles	\$202,966.00	\$15,690.00	\$82,574.00	\$96,240.00
Capital - Land Easement	\$3,297.00	\$0.00	\$0.00	\$0.00
Capital - Non Categorized	\$0.00	\$0.00	\$236,378.99	\$147,730.00
Debt Principal	\$830,636.35	\$1,022,204.48	\$1,077,204.48	\$1,101,971.93
Debt Interest	\$1,632,051.40	\$1,640,365.81	\$1,561,546.38	\$1,449,547.67

SUMMARY OF ALL FUNDS



Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Debt Fees	\$87,531.64	\$54,105.26	\$55,930.01	\$56,218.00
Court	\$24,495.75	\$25,925.94	\$25,925.94	\$0.00
Third Party Ticket Sales	\$29.50	\$100.00	\$100.00	\$100.00
Community Agreements	\$190,091.89	\$253,100.00	\$254,100.00	\$243,870.00
Over (Short)	(\$165.38)	\$100.00	\$100.00	\$100.00
Bad Debt	\$59,599.05	\$35,000.00	\$100,000.00	\$35,000.00
Depreciation	\$1,408,109.76	\$0.00	\$1,415,000.00	\$1,415,000.00
Donations	\$7,150.00	\$1,000.00	\$4,200.00	\$3,700.00
Grants	\$0.00	\$1,000.00	\$1,000.00	\$10,000.00
Non Categorized	\$0.03	\$0.00	\$0.00	\$0.00
Contingency Reserve	\$0.00	\$0.00	\$0.00	\$86,420.32
Total Expenditures	\$17,343,115.55	\$15,458,932.54	\$17,652,126.70	\$18,077,276.91
Net Revenue & Expenditures	(\$418,939.07)	\$902,336.20	\$539,036.83	\$230,382.40



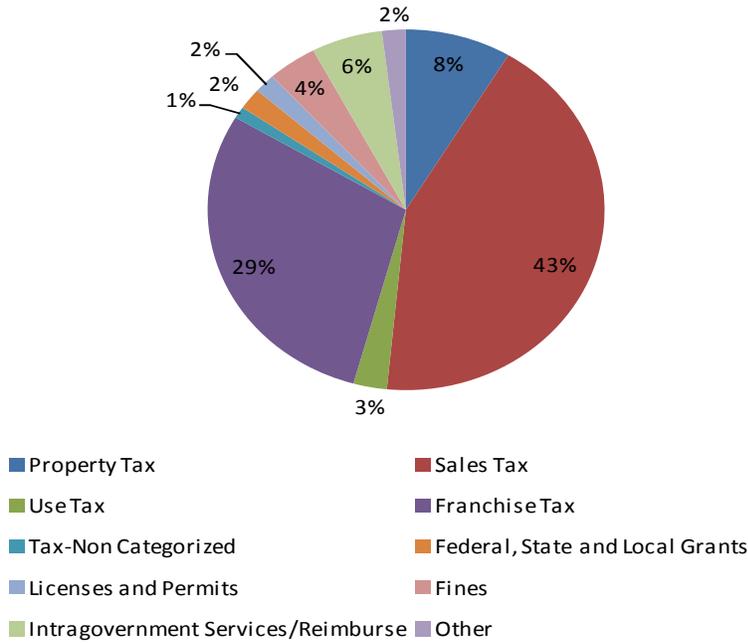
GENERAL FUND

SUMMARY OF GENERAL FUND

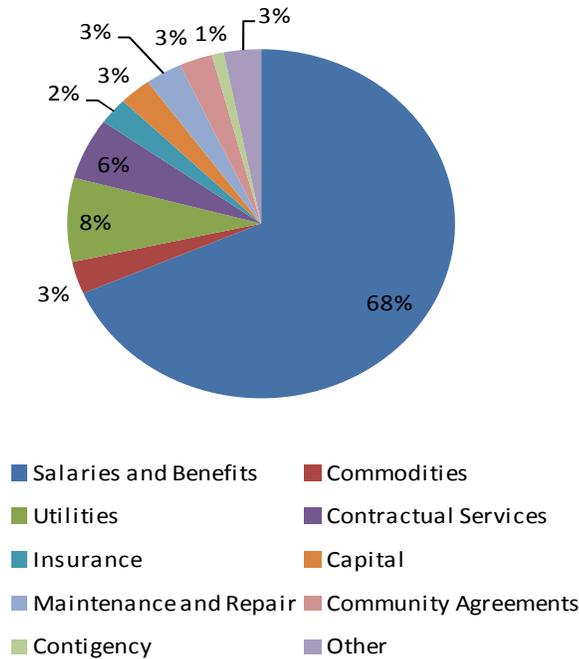


The General Fund is the general operating fund, and the largest fund in the City. It includes government services such as public safety, street maintenance, development services and internal service departments.

GENERAL FUND FY14 REVENUES



GENERAL FUND FY14 EXPENSES



SUMMARY OF GENERAL FUND



Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY2014 Recurring	FY2014 Non-Recurring	FY 2014 Budget
Projected Cash Balance at October 1, 2013						\$ 3,305,063.47
Property Tax	\$ 695,213.29	\$ 681,779.38	\$ 707,099.38	\$ 740,099.00	\$ -	\$ 740,099.00
Sales Tax	3,630,640.03	3,628,765.73	3,684,000.05	3,684,000.05		3,684,000.05
Use Tax	186,351.63	190,023.37	235,000.37	235,000.37		235,000.37
Franchise Tax	2,439,587.11	2,509,828.31	2,512,206.31	2,512,206.31		2,512,206.31
Tax - Non Categorized	84,482.29	81,000.00	81,000.00	89,000.00		89,000.00
Intergovernmental - Federal Grant	8,959.15	90,963.00	90,963.00		85,500.00	85,500.00
Intergovernmental - State Grant	90,101.92	47,000.00	57,000.00	45,000.00		45,000.00
Intergovernmental - Local Grant	35,547.46	33,827.60	33,827.60	33,827.60		33,827.60
Licenses	88,029.69	87,872.00	87,872.00	87,872.00		87,872.00
Permits	55,346.39	56,475.00	56,475.00	59,475.00		59,475.00
Fines	371,448.22	416,926.02	371,926.02	346,000.00		346,000.00
Service & Merchandise	98,477.69	91,935.00	126,260.00	134,260.00		134,260.00
Intragovernment Services/Reimburse ¹	-	-	-	497,587.00		497,587.00
Asset Sales	19,697.10	10,000.00	10,000.00			-
Interest Income	12,983.42	14,400.00	14,400.00	14,400.00		14,400.00
Donations	17,856.09	16,000.00	16,000.00	16,000.00		16,000.00
Revenue - Non Categorized	29,552.21	300.00	24,558.43	2,795.00		2,795.00
Total Revenues	\$ 7,864,273.69	\$ 7,957,095.41	\$ 8,108,588.16	\$ 8,497,522.33	\$ 85,500.00	\$ 8,583,022.33
Salaries & Wages	\$ 4,266,284.38	\$ 4,347,962.20	\$ 4,405,859.25	\$ 4,476,639.17	\$ -	\$ 4,476,639.17
Employee Taxes	315,845.54	332,537.45	337,274.88	342,462.88		342,462.88
Employee Retirement	354,126.58	402,263.80	399,606.31	415,834.30		415,834.30
Employee Insurance	574,503.23	583,481.60	582,676.88	597,084.21		597,084.21
Worker's Compensation	110,095.07	150,234.15	149,289.84	143,211.08		143,211.08
Unemployment	6,252.54	-	14,309.36	-		-
Employer Provided Services - Other	255.00	-	131.60	4,350.00		4,350.00
Cost of Goods Sold	-	-	-	-		-
Commodities	211,681.71	328,577.47	323,763.57	259,386.10		259,386.10
Utilities	693,103.44	649,606.08	652,753.67	676,142.67		676,142.67
Contractual Services	416,087.86	468,066.00	565,242.54	494,765.33		494,765.33
Insurance	202,862.14	227,454.18	207,376.00	215,720.10		215,720.10
Meal and Travel	25,423.38	43,940.00	46,891.29	57,593.40		57,593.40
Dues and Memberships	130,728.93	13,947.00	13,566.00	13,705.00		13,705.00
Communication	27,113.21	27,095.00	33,304.82	32,994.50		32,994.50
Maintenance & Repair	236,328.33	265,900.61	283,241.21	269,271.00		269,271.00
Services - Non Categorized	35,311.93	31,243.24	32,809.50	26,102.02		26,102.02
Capital - Buildings	4,711.00	-	-	-		-
Capital - Equipment	76,246.67	79,850.00	91,884.49		114,930.00	114,930.00
Capital - Software	2,732.30	-	-		-	-
Capital - Infrastructure	8,391.46	23,000.00	23,000.00		21,000.00	21,000.00
Capital - Vehicles	52,348.00	15,690.00	42,574.00		96,240.00	96,240.00
Capital - Non Categorized	-	-	170,100.00		140,730.00	140,730.00
Court	24,495.75	25,925.94	25,925.94	-		-
Community Agreements	190,075.89	253,100.00	254,100.00	243,870.00		243,870.00
Donations	-	-	-	-		-
Contingency Reserve	-	-	-	86,420.32		86,420.32
Total Expenditures	\$ 7,965,004.34	\$ 8,269,874.72	\$ 8,655,681.15	\$ 8,355,552.08	\$ 372,900.00	\$ 8,728,452.08
Net Revenue & Expenditures	\$ (100,730.65)	\$ (312,779.31)	\$ (547,092.99)	\$ 141,970.25	\$ (287,400.00)	\$ (145,429.75)

SUMMARY OF GENERAL FUND



Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY2014 Recurring	FY2014 Non-Recurring	FY 2014 Budget
Transfer from Capital Improvement ¹	\$ 205,477.00	\$ 205,477.00	\$ 205,477.00			\$ -
Transfer from Parks & Recreation	8,492.86	-	-			16,022.00
Transfer from Wastewater ¹	292,110.00	292,110.00	292,110.00			-
Total Sources	\$ 506,079.86	\$ 497,587.00	\$ 497,587.00			\$ 16,022.00
Transfer to Debt Service Fund	\$ 128,125.89	\$ 136,351.09	\$ 136,351.09			\$ 34,700.00
Transfer to Capital Improvement	10,000.00	-	-			-
Transfer to Neighborhood Improvement			66,278.99			-
Transfer to Parks and Recreation	3,745.32	-	-			-
Transfer to Old Drum	13,140.66	15,000.00	15,000.00			15,000.00
Transfer to Children's Memorial Fund						7,000.00
Transfer to Art Commission	-	3,300.00	3,300.00			10,000.00
Total Uses	\$ 155,011.87	\$ 154,651.09	\$ 220,930.08			\$ 66,700.00
Net Income	\$ 250,337.34	\$ 30,156.60	\$ (270,436.07)			\$ (196,107.75)
Additional Budget From Previous Year Cash Balance						
Transfer to CIP - HWY DD Trails	\$ -	\$ 10,000.00	\$ -			
Transfer to CIP - STP Match	-	40,000.00	-			
Total Budget From Cash Balance	\$ -	\$ 50,000.00	\$ -			
Additional Items Affecting Cash Balance						
Change From Due To / From Accounts						\$ 144,390.49
Projected Cash Balance at September 30, 2014						\$ 3,253,346.21

¹ Historically services provided to the Capital Improvement and Water Pollution Control Funds were accounted for as transfers. Beginning in FY14 these payments are recognized as expenditures in the respective funds and as revenue to the General Fund.

GENERAL FUND—REVENUES



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Property Tax</i>					
110-51105	Property Tax - Current	\$639,515.33	\$626,879.38	\$650,000.38	\$680,000.00
110-51110	Property Tax - Delinquent	\$13,183.25	\$12,000.00	\$11,000.00	\$14,000.00
110-51115	Railroad Tax	\$21,456.45	\$22,000.00	\$25,199.00	\$25,199.00
110-51125	Financial Institution	\$2,315.32	\$2,200.00	\$2,200.00	\$2,200.00
110-51130	M & M Surtax	\$18,742.94	\$18,700.00	\$18,700.00	\$18,700.00
<i>Sales Tax</i>					
110-51205	Sales Tax	\$2,896,615.09	\$2,890,790.10	\$2,945,000.42	\$2,945,000.42
110-51210	Law Enforcement	\$734,024.94	\$737,975.63	\$738,999.63	\$738,999.63
<i>Use Tax</i>					
110-51305	Use Tax	\$186,351.63	\$190,023.37	\$235,000.37	\$235,000.37
<i>Franchise Tax</i>					
110-51405	Franchise - Electric	\$1,450,954.96	\$1,479,461.50	\$1,449,999.50	\$1,449,999.50
110-51410	Franchise - Gas	\$244,350.53	\$277,568.08	\$247,000.08	\$247,000.08
110-51415	Franchise - Water	\$198,225.13	\$210,361.13	\$210,361.13	\$210,361.13
110-51420	Franchise - Telephone	\$384,784.09	\$387,591.60	\$449,999.60	\$449,999.60
110-51425	Franchise - Cable Television	\$161,272.40	\$154,846.00	\$154,846.00	\$154,846.00
<i>Tax - Non Categorized</i>					
110-51905	Taxes - Lodging	\$84,482.29	\$81,000.00	\$81,000.00	\$89,000.00
<i>Intergovernmental - Federal Grant</i>					
110-52105	Grants - Federal	\$8,959.15	\$90,963.00	\$90,963.00	\$85,500.00
<i>Intergovernmental - State Grant</i>					
110-52205	Grants - MODOT	\$0.00	\$0.00	\$0.00	\$0.00
110-52215	Grants - Cigarette Tax	\$41,370.40	\$35,000.00	\$45,000.00	\$45,000.00
110-52235	Grants - Dept Natural Resources	\$38,731.52	\$2,000.00	\$2,000.00	\$0.00
110-52240	Grants - Dept of Conservation	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00
110-52245	Grants - Dept of Agriculture	\$0.00	\$0.00	\$0.00	\$0.00
<i>Intergovernmental - Local Grants</i>					
110-52305	Grants - Local	\$35,547.46	\$33,827.60	\$33,827.60	\$33,827.60
<i>Licenses</i>					
110-53105	License - Business	\$60,817.44	\$62,000.00	\$62,000.00	\$62,000.00
110-53110	License - Cigarette & Pinball	\$372.00	\$372.00	\$372.00	\$372.00
110-53115	License - Dog	\$2,614.00	\$2,500.00	\$2,500.00	\$2,500.00
110-53120	License - Liquor	\$24,226.25	\$23,000.00	\$23,000.00	\$23,000.00
<i>Permits</i>					
110-53205	Permit - Building	\$36,845.39	\$39,000.00	\$39,000.00	\$39,000.00
110-53210	Permit - Right of Way	\$17,960.00	\$17,000.00	\$17,000.00	\$20,000.00
110-53299	Permit - Non Categorized	\$541.00	\$475.00	\$475.00	\$475.00

GENERAL FUND—REVENUES



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Fines</i>					
110-54105	Compensation	\$18,073.00	\$17,993.94	\$17,993.94	\$0.00
110-54110	Court	\$310,980.00	\$365,000.00	\$320,000.00	\$320,000.00
110-54115	Domestic Violence	\$4,820.00	\$5,048.00	\$5,048.00	\$0.00
110-54120	Inmate Security	\$3,592.50	\$3,000.00	\$3,000.00	\$3,000.00
110-54125	Parking	\$40.00	\$0.00	\$0.00	\$0.00
110-54130	Recoupment	\$180.00	\$360.00	\$360.00	\$0.00
110-54135	Training	\$9,952.72	\$2,524.08	\$2,524.08	\$0.00
110-54140	Violations	\$23,810.00	\$23,000.00	\$23,000.00	\$23,000.00
<i>Service & Merchandise</i>					
110-55110	Adoptions	\$41,550.00	\$45,000.00	\$60,000.00	\$60,000.00
110-55135	Development	\$1,569.75	\$2,950.00	\$2,950.00	\$2,950.00
110-55140	Services	\$2,894.35	\$0.00	\$525.00	\$525.00
110-55145	Foundations	\$600.00	\$750.00	\$750.00	\$750.00
110-55150	Grave Openings	\$35,880.00	\$28,300.00	\$35,000.00	\$40,000.00
110-55155	Lot	\$8,465.67	\$8,000.00	\$15,000.00	\$18,000.00
110-55170	Programs	\$0.00	\$0.00	\$4,600.00	\$4,600.00
110-55180	Reports	\$3,873.37	\$3,306.00	\$3,806.00	\$3,806.00
110-55190	Merchandise	\$0.00	\$0.00	\$0.00	\$0.00
110-55199	Services - Non Categorized	\$3,644.55	\$3,629.00	\$3,629.00	\$3,629.00
<i>Intragovernmental Services/Reimbursements</i>					
110-55500	Intragovernmental Services/Reim	\$0.00	\$0.00	\$0.00	\$497,587.00
<i>Asset Sales</i>					
110-56105	Asset Sales - Land	\$0.00	\$10,000.00	\$10,000.00	\$0.00
110-56110	Asset Sales - Equipment	\$19,697.10	\$0.00	\$0.00	\$0.00
<i>Interest Income</i>					
110-57105	Interest on Deposits	\$0.00	\$0.00	\$0.00	\$0.00
110-57120	Earnings Credit	\$12,983.42	\$14,400.00	\$14,400.00	\$14,400.00
<i>Donations</i>					
110-59110	Donations	\$17,856.09	\$16,000.00	\$16,000.00	\$16,000.00
<i>Revenue - Non Categorized</i>					
110-59905	Grants - Non Governmental	\$1,100.00	\$0.00	\$2,495.00	\$0.00
110-59910	Claims / Reimbursements	\$28,452.21	\$0.00	\$21,763.43	\$1,000.00
110-59999	Non Categorized	\$0.00	\$300.00	\$300.00	\$1,795.00
Total Revenues		\$7,864,273.69	\$7,957,095.41	\$8,108,588.16	\$8,583,022.33

Note: Accounts 110-54105, 110-54115, 110-54130 and 110-54135 are no longer budgeted as a revenue. These accounts were used to record the collection of money in Court for other agencies. This money will now be recorded in a liability account until the money is forwarded, no longer recorded in a revenue account when collected, and an expense account when the payment is made to the appropriate agency.

FY14 budget notes:

Account number 110-55199, Services - Non Categorized, includes reimbursements for copies and plans.

Account number 110-59999, Non Categorized, includes revenue that is not included in any other category.



Elected by the people, the City Council consists of five members who are the governing body of the City of Warrensburg. The City Council is responsible for the care, management and activities of the City. As the legislative body, the City Council strives to determine the community's needs and sets immediate and long-range policies consistent with those needs.

Fiscal Year 2013 Accomplishments

During fiscal year 2012-2013 over 92 Ordinances and 21 Resolutions were passed by the City Council. In addition to this new legislation, over 51 contractual agreements were signed and executed.

New Boards

Three additional Board and Commissions were added: Tax Increment Financing (TIF), Information Technology Advisory Committee, and the Finance Advisory and Audit Committee. Appointments have been made and several meetings have already been held.

CITY COUNCIL



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries & Wages</u>					
110-601-1101	Wages	\$0.00	\$5.00	\$5.00	\$5.00
110-601-1105	Wages - Supplemental	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
<u>Employee Taxes</u>					
110-601-2101	FICA Taxes	\$137.95	\$138.08	\$138.08	\$138.08
<u>Worker's Compensation</u>					
110-601-2401	Worker's Compensation	\$0.00	\$5.23	\$5.23	\$5.00
<u>Commodities</u>					
110-601-4108	Meeting Supplies	\$4,008.21	\$3,700.00	\$3,700.00	\$2,151.00
110-601-4109	Office Supplies	\$966.41	\$695.69	\$695.69	\$700.00
110-601-4199	Supplies - Non Categorized	\$45.00	\$0.00	\$0.00	\$0.00
<u>Meal and Travel</u>					
110-601-5401	Travel - Meals	\$485.35	\$700.00	\$700.00	\$1,500.00
110-601-5402	Mileage	\$99.90	\$475.00	\$475.00	\$600.00
110-601-5403	Travel - Room	\$105.93	\$0.00	\$0.00	\$0.00
110-601-5404	Schools and Seminars	\$495.00	\$575.00	\$591.33	\$1,200.00
<u>Dues and Memberships</u>					
110-601-5501	Dues and Memberships	\$974.97	\$1,000.00	\$1,000.00	\$1,000.00
<u>Communication</u>					
110-601-5601	Advertising	\$43.68	\$75.00	\$75.00	\$75.00
110-601-5602	Postage	\$197.11	\$0.00	\$0.00	\$0.00
Total Expenditures		\$9,359.51	\$9,169.00	\$9,185.33	\$9,174.08

CITY CLERK



The City Clerk's mission is to provide quality and efficient service to the citizens, City Council, and staff.

Department Initiatives:

- Maintain an accurate and efficient record of City documents
- Preserve current and historical records
- Facilitate efficient management of official elections
- Coordinate responses to request for public information in a timely manner
- Follow guidelines and procedures for the posting of official meeting notices
- Maintain certifications and other educational training opportunities
- Write proclamations with the guidance of the Mayor and City Council to recognize the achievements of individuals, boards, and commissions

Accomplishments:

Initiated access on the City's web page of all City of Warrensburg Code of Ordinances.

Position Detail

	Salary	FY11	FY12	FY13	FY14
	Grade	Actual	Actual	Actual	Proposed
City Clerk	Exempt	1	1	1	1
Totals		1	1	1	1

CITY CLERK



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Salaries & Wages</i>					
110-602-1101	Wages	\$41,078.44	\$40,257.62	\$40,596.02	\$41,699.25
110-602-1105	Wages - Supplemental	\$240.00	\$0.00	\$0.00	\$240.00
<i>Employee Taxes</i>					
110-602-2101	FICA Taxes	\$3,148.13	\$3,079.71	\$3,105.60	\$3,208.35
<i>Employee Retirement</i>					
110-602-2201	Employee Retirement	\$3,842.65	\$4,146.53	\$4,181.39	\$4,110.05
<i>Employee Insurance</i>					
110-602-2301	Insurance - Dental	\$341.64	\$829.32	\$829.32	\$843.96
110-602-2302	Insurance - Health	\$5,214.35	\$4,992.72	\$4,992.72	\$5,109.96
110-602-2303	Insurance - Health Deductible	\$500.00	\$100.00	\$100.00	\$0.00
110-602-2304	Insurance - Life	\$82.80	\$82.80	\$82.80	\$79.20
110-602-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$141.23
<i>Worker's Compensation</i>					
110-602-2401	Worker's Compensation	\$85.29	\$116.75	\$116.75	\$108.50
<i>Commodities</i>					
110-602-4103	Computer Supplies	\$21.88	\$150.00	\$150.00	\$150.00
110-602-4108	Meeting Supplies	\$67.65	\$375.00	\$375.00	\$375.00
110-602-4109	Office Supplies	\$78.75	\$486.00	\$486.00	\$486.00
110-602-4112	Publications	\$240.00	\$120.00	\$180.00	\$240.00
<i>Utilities</i>					
110-602-5106	Utility - Telephone	\$210.00	\$210.00	\$210.00	\$210.00
<i>Meal and Travel</i>					
110-602-5401	Travel - Meals	\$160.05	\$140.00	\$140.00	\$140.00
110-602-5402	Mileage	\$0.00	\$0.00	\$0.00	\$250.00
110-602-5404	Schools and Seminars	\$505.74	\$300.00	\$300.00	\$300.00
<i>Dues and Memberships</i>					
110-602-5501	Dues and Memberships	\$230.00	\$150.00	\$429.00	\$150.00
<i>Communication</i>					
110-602-5601	Advertising	\$0.00	\$60.00	\$60.00	\$60.00
110-602-5603	Printing & Binding	\$4,042.14	\$4,140.00	\$6,654.00	\$4,030.00
<i>Maintenance and Repair</i>					
110-602-5703	Equipment Maintenance & Rep:	\$0.00	\$65.00	\$65.00	\$65.00
<i>Services - Non Categorized</i>					
110-602-5903	Health & Wellness	\$0.00	\$47.00	\$47.00	\$47.00
110-602-5999	Sevices - Non Categorized	\$3,030.08	\$4,000.00	\$4,000.00	\$3,100.00
Total Expenditures		\$63,119.59	\$63,848.45	\$67,100.60	\$65,143.50

FY14 budget notes:

Account number 110-602-5999, Services - Non Categorized, is for the municipal election costs.



Administration strives to ensure that the operations of the City remain efficient and effective. The Mayor, City Council and Public are informed about all municipal affairs and that the City is operating within the approved budget. Additionally, the City Manager and staff are actively involved in the development of the local economy, organizational advancements in the delivery of services, fostering relationships with citizens, businesses, organizations and agencies, and in promoting quality of life and excellent quality customer service.

Fiscal Year 2013 Accomplishments

- Tax Increment Financing (TIF) Commission implementation and appointment process completed
- Improved overall professionalism of City Operations through nationwide search for Director of Finance, Human Resources Manager, and Fire Chief
- ***Economic Development Incentives Toolkit*** and Marketing components completed and circulated among community stakeholders
- Hawthorne Development Foreclosure Sale and Strategic Planning underway to redevelop with a Master Plan and/or sale of remaining city owned properties.
- Able to recommend small wage mid-year increase for employees
- Improved overall financial outlook in General and Capital Improvement Funds
- Adoption of Public Marketing Plan
- Implementation of Credit Union Cost Share Agreement

Fiscal Year 2014 Strategic Plan Initiatives

GOAL I: Maintain financially stable local economy and city government that meet community needs.

Action Step

- Submit FY14 Balanced Budget
- Ensure recommendations from FY12 Audit are implemented and procedures following adoption of Financial Policies are completed
- Encourage, recognize and celebrate efficiencies that achieve cost savings and improved customer service
- Support more paperless processes
- Monitor and make changes as necessary to improve coordination and public approval of the sewer utility with regards to the rate structure

GOAL II: Increase economic development and marketing efforts to recruit new businesses to our community.

Action Steps

- Take active role in recruiting retail that “fits” Warrensburg
- City of Warrensburg Exhibitor at the International Shopping Center Conference (ICSC) October 1-3, 2013 Deal Making with other City of Warrensburg partners
- Develop plan for new Industrial/Business Park
- Finalize short and long term plans for Hawthorne Development to achieve economic growth, retail, and vitality in that area of the community
- Build upon existing economic development data to assist in attracting new businesses, entrepreneurs, and support expansion of our existing businesses
- Public Information Department created to identify and focus marketing efforts



GOAL III: Maintain an efficient and effective city government to provide community leadership, foster strong community relationships, and a friendly business atmosphere

Action Steps

- Support reorganization of Community Development and coordination with other affected city departments
- Implement FY14 Strategic Plan
- Ensure Mayor and City Council priorities are met
- Ensure appropriate and timely responses to citizen’s requests, complaints and feedback

GOAL IV: Maintain existing and develop new points of pride in the community for our residents and visitors.

Action Steps

- Hwy DD/Whiteman Trail-finalize trail route and continue search for funding to complete the trail
- Identify and support tourism, visitor and convention events that promote Warrensburg as a destination
- Build upon the good will of the Neighborhood Block Parties
- Support efforts, initiatives, and encourage innovative and creative efforts of stakeholders that contract with the City
- Search for additional grant funding to complete connectivity of downtown beautification to UCM campus
- Evaluate funding options and possibility of phasing in the recommendations of the Maguire Street Corridor Study

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
City Manager	Exempt	1	1	1	1
Executive Assistant	G	1	1	1	1
Totals		2	2	2	2

The FY14 Budget also includes a Part Time Intern

CITY MANAGER



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Salaries & Wages</i>					
110-603-1101	Wages	\$125,638.15	\$128,974.56	\$129,651.36	\$134,918.24
110-603-1102	Wages - Part Time	\$626.20	\$0.00	\$0.00	\$3,000.00
110-603-1103	Wages - Overtime	\$41.79	\$0.00	\$0.00	\$0.00
110-603-1105	Wages - Supplemental	\$3,410.00	\$4,800.00	\$4,800.00	\$4,800.00
<i>Employee Taxes</i>					
110-603-2101	FICA Taxes	\$9,889.16	\$10,233.75	\$10,285.53	\$10,917.95
<i>Employee Retirement</i>					
110-603-2201	Employee Retirement - Lagers	\$11,979.59	\$13,778.78	\$13,848.50	\$12,110.59
110-603-2202	Employee Retirement - 457	\$1,084.07	\$0.00	\$0.00	\$0.00
<i>Employee Insurance</i>					
110-603-2301	Insurance - Dental	\$776.73	\$1,658.64	\$1,658.64	\$1,687.92
110-603-2302	Insurance - Health	\$11,452.32	\$9,985.44	\$9,985.44	\$10,219.92
110-603-2303	Insurance - Health Deductible	\$83.80	\$200.00	\$200.00	\$0.00
110-603-2304	Insurance - Life	\$158.70	\$165.60	\$165.60	\$158.40
110-603-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$282.46
<i>Worker's Compensation</i>					
110-603-2401	Worker's Compensation	\$318.03	\$387.95	\$387.95	\$369.21
<i>Unemployment</i>					
110-603-2501	Unemployment	\$2,880.00	\$0.00	\$0.00	\$0.00
<i>Commodities</i>					
110-603-4103	Computer Supplies	\$0.00	\$1,000.00	\$1,000.00	\$0.00
110-603-4108	Meeting Supplies	\$31.47	\$50.00	\$50.00	\$50.00
110-603-4109	Office Supplies	\$133.60	\$150.00	\$150.00	\$150.00
110-603-4112	Publications	\$129.59	\$200.00	\$200.00	\$300.00
110-603-4117	Food	\$441.86	\$100.00	\$100.00	\$665.00
<i>Utilities</i>					
110-603-5106	Utility - Telephone	\$450.00	\$900.00	\$900.00	\$900.00
<i>Contractual Services</i>					
110-603-5202	Consulting Services	\$9,710.00	\$2,000.00	\$2,000.00	\$0.00
110-603-5209	Rent / Lease	\$60.00	\$0.00	\$0.00	\$0.00
<i>Meal and Travel</i>					
110-603-5401	Travel - Meals	\$135.76	\$250.00	\$250.00	\$250.00
110-603-5402	Mileage	\$2,619.42	\$0.00	\$0.00	\$0.00
110-603-5403	Travel - Room	\$189.90	\$350.00	\$350.00	\$271.00
110-603-5404	Schools and Seminars	\$608.25	\$2,000.00	\$2,000.00	\$1,000.00
<i>Dues and Memberships</i>					
110-603-5501	Dues and Memberships	\$1,178.35	\$1,990.00	\$1,990.00	\$1,630.00
<i>Communication</i>					
110-603-5601	Advertising	\$90.00	\$0.00	\$0.00	\$0.00
<i>Services - Non Categorized</i>					
110-603-5903	Health & Wellness	\$0.00	\$0.00	\$0.00	\$47.00
110-603-5904	Employment	\$3,262.26	\$100.00	\$100.00	\$0.00
Total Expenditures		\$ 187,379.00	\$ 179,274.72	\$ 180,073.02	\$ 183,727.69



Municipal Court strives to ensure that all case processing within the Court is handled in an efficient, fair and timely manner.

Fiscal Year 2013 Accomplishments

- Continued to provide customer service to citizens and/or their attorneys in a clear, concise and informative manner
- Continued to prepare all warrants for defendants failing to appear in court in a timely manner
- Continued to process all city ordinance violation cases on a daily basis
- Continued to process all payments of city ordinance violations on a daily basis.
- Maintained reporting system of fines and costs paid to the Court to be provided to Judge on a monthly basis
- Maintained reporting system of net income and citations processed through the Municipal Court and provided to the City Manager and City Council members monthly
- Continued to send out letters to those individuals in warrant status requesting payments for outstanding amounts due or notifying how these individuals need to proceed
- Continued accepting other court bonds and re-issuance of funds received to the appropriate court(s)

Fiscal Year 2014 Goals

- Continue to provide customer service to citizens and/or their attorneys, in a clear, concise, and informative manner
- Continue to prepare warrants for defendants that fail to appear in court in a timely manner
- Continue to process city ordinance violation cases on a daily basis
- Continue to process payment of city ordinance violations on a daily basis
- Continue to process bond payments for City for Warrensburg Municipal Court and other Courts in a timely manner requesting appropriate payments to other Courts
- Implement process for accepting traffic payments online

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Municipal Court Clerk	G	1	1	1	1
Assistant Court Clerk	E	1	1	1	1
Totals		2	2	2	2

MUNICIPAL COURT



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Salaries & Wages</i>					
110-604-1101	Wages	\$49,038.60	\$48,838.40	\$49,515.20	\$51,088.13
110-604-1103	Wages - Overtime	\$140.88	\$511.92	\$511.92	\$0.00
<i>Employee Taxes</i>					
110-604-2101	FICA Taxes	\$3,625.42	\$3,775.30	\$3,827.08	\$3,908.24
<i>Employee Retirement</i>					
110-604-2201	Employee Retirement	\$4,614.40	\$5,083.08	\$5,152.80	\$5,006.64
<i>Employee Insurance</i>					
110-604-2301	Insurance - Dental	\$1,170.96	\$1,658.64	\$1,658.64	\$1,687.92
110-604-2302	Insurance - Health	\$10,525.94	\$9,985.44	\$9,985.44	\$10,219.92
110-604-2303	Insurance - Health Deductible	\$500.00	\$200.00	\$200.00	\$0.00
110-604-2304	Insurance - Life	\$165.60	\$165.60	\$165.60	\$158.40
110-604-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$282.46
<i>Worker's Compensation</i>					
110-604-2401	Worker's Compensation	\$104.08	\$143.12	\$143.12	\$132.16
<i>Commodities</i>					
110-604-4103	Computer Supplies	\$92.16	\$100.00	\$100.00	\$300.00
110-604-4109	Office Supplies	\$608.24	\$400.00	\$400.00	\$450.00
<i>Contractual Services</i>					
110-604-5204	Judicial Services	\$28,700.00	\$31,500.00	\$36,500.00	\$35,543.75
110-604-5208	Prosecutor Services	\$33,573.30	\$34,500.00	\$34,500.00	\$32,595.00
<i>Meal and Travel</i>					
110-604-5401	Travel - Meals	\$106.98	\$120.00	\$120.00	\$140.00
110-604-5402	Mileage	\$250.86	\$200.00	\$200.00	\$326.00
110-604-5403	Travel - Room	\$411.40	\$355.00	\$355.00	\$425.00
110-604-5404	Schools and Seminars	\$537.50	\$325.00	\$325.00	\$400.00
<i>Dues and Memberships</i>					
110-604-5501	Dues and Memberships	\$150.00	\$136.00	\$136.00	\$150.00
<i>Communication</i>					
110-604-5601	Advertising	\$0.00	\$90.00	\$90.00	\$0.00
<i>Maintenance & Repair</i>					
110-604-5704	Software Maintenance & Repair	\$0.00	\$1,000.00	\$1,000.00	\$1,157.00
<i>Services - Non Categorized</i>					
110-604-5903	Health & Wellness	\$0.00	\$0.00	\$0.00	\$0.00
110-604-5905	Security	\$666.90	\$500.00	\$500.00	\$709.02
<i>Capital - Equipment</i>					
110-604-6202	Equipment - Computers	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
110-604-6206	Equipment - Office	\$600.00	\$0.00	\$0.00	\$0.00
<i>Court</i>					
110-604-9101	Peace Officer Training	\$2,402.00	\$2,524.00	\$2,524.00	\$0.00
110-604-9102	UCM Recoupment	\$180.00	\$360.00	\$360.00	\$0.00
110-604-9103	CVC to State	\$17,109.75	\$17,993.94	\$17,993.94	\$0.00
110-604-9104	Domestic Violence	\$4,804.00	\$5,048.00	\$5,048.00	\$0.00
Total Expenditures		\$ 160,078.97	\$ 166,513.44	\$ 172,311.74	\$ 145,679.64

Note: Accounts 110-604-9101, 110-604-9102, 110-604-9103 and 110-604-9104 are no longer budgeted as an expense, these accounts were used to record the payment of money collected in Court for other agencies, this money will now be recorded in a liability account until the money is forwarded and no longer recorded in a revenue account when collected and an expense account when the payment is made to the appropriate agency.



City Counselor office acts as legal advisor to the Mayor and City Council, departments, boards, committees, and commissions of the City to include the coordination and direction of other specialty legal services, as necessary and appropriate. The aim of this office is to assist the City in achieving an open and transparent environment as well as a defensible, law-abiding and socially acceptable manner.

Fiscal Year 2014 Strategic Plan Initiatives

GOAL I: Maintain financially stable local economy and city government that meets community needs

- Objective A: Pursue and maintain financial integrity of City operations

GOAL III: Maintain an efficient and effective City government that provides quality community leadership, fosters strong community relationships and friendly business atmosphere

- Objective E: Increase public involvement and understanding of City government

Additional Initiatives

- Represents the Mayor, City Council, City Administration and all assigned boards and committees in all matters of law pertaining to their official duties
- Represent the City before administrative agencies and federal and state courts where the City is a party to or has an interest in legal proceedings
- Prepare ordinances, resolutions, contracts, bonds and other documents in a timely fashion
- Prepare all other legal documents for the city including those for enactment of all additions and amendments to the City Code.
- Represent the City as the prosecutor for Class C misdemeanors in a responsible and law-abiding manner
- Refer the City Manager and City Council to other legal counsel, as appropriate
- Economic Incentive Applications and Development Agreements
- Review of Updated Personnel Policies and Procedures for Council Adoption
- Labor Law
- Hawthorne Development Master Plan and/or Sale Process

LEGAL SERVICES



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Commodities</i>					
110-605-4112	Publications	\$0.00	\$0.00	\$0.00	\$0.00
<i>Contractual Services</i>					
110-605-5206	Legal Services	\$59,985.44	\$60,000.00	\$60,000.00	\$50,000.00
Total Expenditures		\$ 59,985.44	\$ 60,000.00	\$ 60,000.00	\$ 50,000.00



Mission of the City of Warrensburg Public Information Department is to increase citizen and employee understanding, awareness of, and participation in City government programs by communicating through marketing campaigns, publications, and other media. The Public Information Department also supports the information needs of citizens, businesses, visitors and others through electronic methods including social media sites, the City's website and email blasts to generate higher participation levels in City programs.

Fiscal Year 2013 Accomplishments

- Provided 53 press releases to the media in support of all City department programs and services
- Created three fliers/handouts, one brochure, two posters, four programs/agendas, three invitations and two internet advertisements in support of all City department programs and services
- Assisted with coordination of City sponsored events including Train Town USA presentation, 1st Annual Tailgate with the City, and the City Hall Open House. Currently working on the 2nd Annual Tailgate with the City
- Worked on grant submittals for the public artwork that will be displayed in the City Hall lobby
- Assisted Public Works in working with a class at the university regarding glass recycling
- Coordinated marketing materials, including creation of City banner for display, for the International Conference of Shopping Centers to be held in Chicago on October 1-3, 2013.
- Responsible for putting together all department information for the Annual Summary 2012 released in February 2013 and presented to City Council
- Created the first Marketing Plan for the City and presented to City Council in May 2013

Fiscal Year 2013 Strategic Plan Initiatives

GOAL II: Increase economic development and marketing efforts to recruit new businesses to our community.

Action Steps

- Complete City's new website design and construction. Identify plan to keep updated

Additional Initiatives

- Maintain the front page with updated photos of City-wide events and press releases in the News section. Assist departments as needed with updating verbiage on their pages.
- Maintain the City's presence on social media sites including Facebook and Twitter

Action Steps

- Warrensburg/UCM Exhibitors at October 2014 ICSC Chicago Deal Making Conference

Additional Initiatives

- Coordinate registration with agencies attending; and assist with marketing materials and promotional items for the event

Action Steps

- Actively support events, festivals, conferences, conventions, and tourism



Additional Initiatives

- Research and pursue opportunities for participation and provide marketing support when opportunities are available

GOAL III: Maintain an efficient, effective city government that provides community leadership, fosters strong community relationships, and a friendly business atmosphere.

Action Steps

- Increase public relation efforts to market and better communicate City services and information to citizens

Additional Initiatives

- Coordinate with all City departments to effectively provide marketing support.
- Provide press releases to local media and other marketing publications to improve citizens' quality of life with pertinent information regarding City services, projects and programs

Action Steps

- Encourage involvement with community-wide groups and look for ways to formally communicate information shared at meetings and seek out speaking engagements for City Manager and Department Directors

Additional Initiatives

- Attend networking functions to promote the City and obtain important information to provide to the public via press releases, City website and social media pages.
- Coordinate with City department directors to identify upcoming events or opportunities to get them in front of the media

This department is staffed with one Part Time Public Information Officer.

PUBLIC INFORMATION



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries and Wages</u>					
110-606-1102	Wages - Part Time	\$0.00	\$0.00	\$0.00	\$11,652.30
<u>Employee Taxes</u>					
110-606-2101	FICA Taxes	\$0.00	\$0.00	\$0.00	\$891.40
<u>Worker's Compensation</u>					
110-606-2401	Worker's Compensation	\$0.00	\$0.00	\$0.00	\$30.14
<u>Commodities</u>					
110-606-4103	Computer Supplies	\$0.00	\$0.00	\$0.00	\$500.00
110-606-4109	Office Supplies	\$0.00	\$0.00	\$0.00	\$2,725.00
110-606-4117	Food	\$0.00	\$0.00	\$0.00	\$500.00
<u>Meal and Travel</u>					
110-606-5404	Schools and Seminars	\$0.00	\$0.00	\$0.00	\$350.00
<u>Communication</u>					
110-606-5601	Advertising	\$0.00	\$0.00	\$0.00	\$3,175.00
Total Expenditures		\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,823.84

HUMAN RESOURCES



Human Resources provides recruitment, hiring, and retention of a diverse, qualified workforce, working in partnership with the City Manager, department directors, individual employees, and other groups to provide programs and services that create and maintain a supportive work environment. Human Resources ensures that the City is an equal opportunity employer and does not discriminate on the basis of race, gender, religion, age, national or ethnic origin, disability, or any other characteristic protected under applicable federal, state and local law.

Fiscal Year 2013 Accomplishments

- Hired HR Manager in February
- Compliance with the Affordable Care Act
- Re-established Wage and Benefit Committee
- Completed Employee Opinion Survey
- Updating City’s Personnel Policies – 1st Review Completed
- Health Insurance premium negotiations
- Supervisor Training through Employee Assistance Program
- City Wide Health and Wellness Initiative
- Attended SHRM Conference
- Attended EEOC Training

Fiscal Year 2014 Strategic Plan Initiatives

GOAL III: Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and friendly business atmosphere.

Action Steps

- Investigate a City-wide health and wellness initiative by spearheading a task force
- Develop a Succession Plan
- Update Personnel Policies
- Create Employee Handbook
- Update Pay and Compensation Plan
- Re-establish Safety Committee
- Implement Sexual Harassment Training
- Automate Employee Benefit Processes

Additional Initiatives

- Bid out insurance brokers
- Develop process to streamline new hire orientation and annual open enrollment meetings
- Continue to monitor wage and benefit data
- Develop venue for accessibility of online human resource forms
- Streamline recording mechanisms for FMLA and other leaves
- Working towards a paperless process
- Pay for Performance Evaluations

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Human Resource Manager	N			1	1
Personnel Clerk	J	1	1	0	0
Totals		1	1	1	1

HUMAN RESOURCES



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Salaries and Wages</i>					
110-610-1101	Wages	\$0.00	\$0.00	\$0.00	\$54,037.15
<i>Employee Taxes</i>					
110-610-2101	FICA Taxes	\$0.00	\$0.00	\$0.00	\$4,133.84
<i>Employee Retirement</i>					
110-610-2201	Employee Retirement	\$0.00	\$0.00	\$0.00	\$5,295.64
<i>Employee Insurance</i>					
110-610-2301	Insurance - Dental	\$0.00	\$0.00	\$0.00	\$843.96
110-610-2302	Insurance - Health	\$0.00	\$0.00	\$0.00	\$5,109.96
110-610-2303	Insurance - Health Deductible	\$0.00	\$0.00	\$0.00	\$0.00
110-610-2304	Insurance - Life	\$0.00	\$0.00	\$0.00	\$79.20
110-610-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$141.23
<i>Worker's Compensation</i>					
110-610-2401	Worker's Compensation	\$0.00	\$0.00	\$0.00	\$139.79
<i>Employer Provided Services - Other</i>					
110-610-2610	Employment Development	\$0.00	\$0.00	\$0.00	\$4,250.00
<i>Commodities</i>					
110-610-4103	Computer Supplies	\$0.00	\$0.00	\$0.00	\$570.00
110-610-4117	Food	\$0.00	\$0.00	\$0.00	\$510.00
<i>Utilities</i>					
110-610-5106	Utility - Telephone	\$0.00	\$0.00	\$0.00	\$360.00
<i>Contractual Services</i>					
110-610-5206	Legal Services	\$0.00	\$0.00	\$0.00	\$5,000.00
<i>Meal and Travel</i>					
110-610-5402	Mileage	\$0.00	\$0.00	\$0.00	\$203.40
110-610-5404	Schools and Seminars	\$0.00	\$0.00	\$0.00	\$1,500.00
<i>Dues and Memberships</i>					
110-610-5501	Dues and Memberships	\$0.00	\$0.00	\$0.00	\$329.00
<i>Communication</i>					
110-610-5603	Printing & Binding	\$0.00	\$0.00	\$0.00	\$500.00
Total Expenditures		\$ 0.00	\$ 0.00	\$ 0.00	\$ 83,003.17

GENERAL ADMINISTRATION



Mission of the General Administration is to provide the day to day operational “front line” services to the citizens who come to City Hall as well as our internal customers.

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Support Services Specialist	E	1	1	1	1
Totals		1	1	1	1

GENERAL ADMINISTRATION



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries and Wages</u>					
110-611-1101	Wages	\$51,680.05	\$75,547.60	\$87,812.49	\$30,551.04
110-611-1102	Wages - Part Time	\$9,263.75	\$8,840.00	\$15,096.96	\$0.00
110-611-1103	Wages - Overtime	\$493.77	\$0.00	\$467.94	\$0.00
110-611-1105	Wages - Supplemental	\$360.00	\$0.00	\$380.00	\$180.00
<u>Employee Taxes</u>					
110-611-2101	FICA Taxes	\$4,370.05	\$6,455.65	\$7,706.17	\$2,350.92
<u>Employee Retirement</u>					
110-611-2201	Employee Retirement	\$6,489.20	\$7,839.08	\$5,259.79	\$3,011.64
<u>Employee Insurance</u>					
110-611-2301	Insurance - Dental	\$1,170.96	\$1,658.64	\$1,386.33	\$843.96
110-611-2302	Insurance - Health	\$10,413.95	\$9,985.44	\$9,985.44	\$5,109.96
110-611-2303	Insurance - Health Deductible	(\$916.20)	\$200.00	\$200.00	\$0.00
110-611-2304	Insurance - Life	\$165.60	\$165.60	\$165.60	\$79.20
110-611-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$141.23
<u>Worker's Compensation</u>					
110-611-2401	Worker's Compensation	\$928.37	\$246.63	\$246.63	\$79.50
<u>Commodities</u>					
110-611-4103	Computer Supplies	\$710.65	\$930.00	\$930.00	\$600.00
110-611-4108	Meeting Supplies	\$4,103.67	\$4,200.00	\$4,036.25	\$0.00
110-611-4109	Office Supplies	\$2,443.62	\$1,500.00	\$1,500.00	\$1,650.00
110-611-4112	Publications	\$0.00	\$0.00	\$55.62	\$0.00
110-611-4117	Food	\$0.00	\$0.00	\$163.75	\$200.00
110-611-4199	Supplies - Non Categorized	\$615.29	\$0.00	\$0.00	\$50.00
<u>Utilities</u>					
110-611-5106	Utility - Telephone	\$0.00	\$0.00	\$210.00	\$0.00
<u>Contractual Services</u>					
110-611-5201	Audit Services	\$18,622.50	\$19,500.00	\$19,500.00	\$0.00
110-611-5202	Consulting Services	\$10,530.00	\$3,000.00	\$3,000.00	\$0.00
110-611-5203	Financial Services	\$17,578.82	\$19,200.00	\$19,200.00	\$19,200.00
110-611-5206	Legal Services	\$0.00	\$0.00	\$0.00	\$0.00
110-611-5209	Rent/Lease	\$1,000.00	\$0.00	\$0.00	\$0.00
110-611-5299	Contractual - Non Categorized	\$3,342.34	\$1,066.00	\$10,578.07	\$3,438.00
<u>Insurance</u>					
110-611-5301	Property Insurance	\$202,862.14	\$227,454.18	\$207,376.00	\$215,720.10
<u>Meal and Travel</u>					
110-611-5401	Travel - Meals	\$0.00	\$0.00	\$54.15	\$0.00
110-611-5403	Travel - Room	\$84.91	\$0.00	\$87.09	\$0.00
110-611-5404	Schools and Seminars	\$200.33	\$3,440.00	\$2,639.72	\$0.00
<u>Dues and Memberships</u>					
110-611-5501	Dues and Memberships	\$2,170.61	\$2,100.00	\$2,100.00	\$2,100.00
<u>Communication</u>					
110-611-5601	Advertising	\$1,501.43	\$1,000.00	\$1,000.00	\$0.00
110-611-5602	Postage	\$9,813.87	\$9,650.00	\$9,650.00	\$9,650.00
110-611-5603	Printing & Binding	\$2,283.42	\$2,000.00	\$2,000.00	\$0.00

GENERAL ADMINISTRATION



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Maintenance & Repair</i>					
110-611-5703	Equipment Maintenance & Repair	\$48.79	\$0.00	\$0.00	\$0.00
<i>Services - Non Categorized</i>					
110-611-5904	Employment	\$88.50	\$88.50	\$1,588.50	\$0.00
110-611-5907	Development	\$1,265.75	\$2,700.00	\$3,200.00	\$0.00
110-611-5909	Public Security Processing	\$0.00	\$0.00	\$500.00	\$500.00
110-611-5999	Services - Non Categorized	\$10,515.00	\$3,234.24	\$1,134.00	\$1,134.00
<i>Capital - Equipment</i>					
110-611-6202	Equipment - Computers	\$169.99	\$0.00	\$0.00	\$0.00
110-611-6206	Equipment - Office	\$0.00	\$0.00	\$0.00	\$0.00
110-611-6299	Equipment - Non Categorized	\$40,223.96	\$0.00	\$0.00	\$0.00
<i>Community Agreements</i>					
110-611-9301	Community Agreements	\$82,303.46	\$81,000.00	\$81,000.00	\$89,000.00
<i>Non Categorized</i>					
110-611-9990	Contingency Appropriation	\$0.00	\$0.00	\$0.00	\$86,420.32
Total Expenditures		\$ 496,898.55	\$ 493,001.56	\$ 500,210.50	\$ 472,009.87

FY14 budget notes:

Account number 110-611-4199, Supplies - Non Categorized, includes general supplies.

Account number 110-611-5299, Contractual - Non Categorized, includes employee screening services, employee assistance program and TALX, (handles unemployment).

Account number 110-611-5999, Services - Non Categorized, is our Dishonesty Bond.



Mission of the City of Warrensburg Finance Department is to provide general financial counsel, reporting, and the overall fiscal management of the City. This department includes accounting, budgeting, investment advisement, and risk management.

Fiscal Year 2013 Accomplishments

- Restructured department to elevate a Senior Accountant position to a Department Head level as Director of Finance
- Developed and conducted budget review sessions with each Department to review line item detail and consult with Department Head on status and trends
- Implemented mid-year budget amendment process to ensure that current plans are reflected in the current budget
- Conducted a historical analysis of fund transfers
- Conducted an analysis of sewer delinquency rate trends and developed and implemented a plan to improve
- Began a review of all process and initialized implementation of lean principles
- Revised Journal Entry and ACH processes to improve efficiencies, effectiveness of controls, and timeliness
- Revised accounts payable check run process to improve cash flow while taking advantage of payment terms discounts
- Implemented updated liquor license renewal process creating more compliance
- Created and posted Frequently Asked Questions and Checklists as guides for citizen groups in planning events.
- Revised Solicitor Badge to be more customer friendly, and better encourages display for safety
- Created statistical database
- Joined the professional organization of Government Finance Officers Association (GFOA) and participated in annual training.
- Director of Finance renewed license as Certified Public Accountant (CPA)

Fiscal Year 2014 Strategic Plan Initiatives

Goal I: Maintain financially stable local economy and city government that meet community needs.

Objective A: Pursue and maintain financial integrity of City operations

Action Steps

- Implement recommendations from the financial auditors as contained in the management letter dated March 13, 2013
- Submit a balanced budget
- Update and adopt City financial policies
- Update financial procedures in support of the current financial policies
- Update financial reports to provide concise, pertinent, and timely information

Objective B: Increase City management responsiveness to community needs

Action Steps

- Review possible reorganizations to improve efficiencies and achieve cost savings that can be rolled into added services



Objective D: Bring sewer utility delinquency rate down through collection efforts

Action Steps

- Improve the billing and collections processes aimed at a more customer friendly yet productive service

Goal III: Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and a friendly business atmosphere.

Objective D: Invest in infrastructure and capital equipment to support existing service levels and future needs.

Action Steps

- Replace accounts payable checks with ACH, whenever possible
- Complete vehicle and equipment amortization schedule

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Director of Finance	Exempt	0	0	1	1
Senior Accountant	M	1	1	0	0
City Collector	I	1	1	1	1
Finance Assistant/Payroll & Budget	I	1	1	1	1
Finance Assistant/Accounts Payable	G	1	1	1	1
Totals		4	4	4	4

In addition to the full time staff, there is one Part Time Collections Clerk.

FINANCE



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Salaries & Wages</i>					
110-612-1101	Wages	\$148,038.48	\$147,638.40	\$156,917.71	\$176,646.51
110-612-1102	Wages - Part Time	\$11,968.47	\$11,013.60	\$11,182.80	\$11,552.11
110-612-1103	Wages - Overtime	\$5,071.42	\$1,729.26	\$1,000.00	\$1,699.65
110-612-1105	Wages - Supplemental	\$270.00	\$0.00	\$360.00	\$360.00
<i>Employee Taxes</i>					
110-612-2101	FICA Taxes	\$12,601.38	\$12,269.17	\$12,991.99	\$14,554.76
<i>Employee Retirement</i>					
110-612-2201	Employee Retirement	\$14,358.06	\$15,384.87	\$12,056.20	\$17,513.20
<i>Employee Insurance</i>					
110-612-2301	Insurance - Dental	\$2,341.92	\$3,317.28	\$2,134.59	\$3,375.84
110-612-2302	Insurance - Health	\$20,857.40	\$19,970.88	\$17,938.76	\$20,439.84
110-612-2303	Insurance - Health Deductible	\$0.00	\$400.00	\$1,300.00	\$0.00
110-612-2304	Insurance - Life	\$331.20	\$331.20	\$303.60	\$316.80
110-612-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$564.92
<i>Worker's Compensation</i>					
110-612-2401	Worker's Compensation	\$338.28	\$465.11	\$396.80	\$492.20
<i>Unemployment</i>					
110-612-2501	Unemployment	\$0.00	\$0.00	\$7,033.36	\$0.00
<i>Commodities</i>					
110-612-4103	Computer Supplies	\$995.44	\$360.00	\$1,360.00	\$360.00
110-612-4109	Office Supplies	\$375.05	\$800.00	\$800.00	\$663.00
110-612-4112	Publications	\$768.43	\$840.00	\$840.00	\$840.00
110-612-4117	Food	\$21.99	\$0.00	\$135.02	\$0.00
<i>Utilities</i>					
110-612-5106	Utility - Telephone	\$210.00	\$210.00	\$560.00	\$810.00
<i>Contractual Services</i>					
110-612-5201	Audit Services	\$0.00	\$0.00	\$0.00	\$19,500.00
110-612-5202	Consulting Services	\$0.00	\$0.00	\$19,800.00	\$0.00
110-612-5206	Legal Services	\$0.00	\$0.00	\$0.00	\$2,562.00
<i>Meal and Travel</i>					
110-612-5401	Travel - Meals	\$0.00	\$250.00	\$150.00	\$250.00
110-612-5402	Mileage	\$0.00	\$0.00	\$700.00	\$650.00
110-512-5403	Travel - Room	\$0.00	\$0.00	\$725.00	\$800.00
110-612-5404	Schools and Seminars	\$0.00	\$1,000.00	\$1,424.00	\$1,450.00
<i>Dues and Memberships</i>					
110-612-5501	Dues and Memberships	\$190.00	\$140.00	\$340.00	\$620.00
<i>Communication</i>					
110-612-5601	Advertising	\$0.00	\$150.00	\$1,350.00	\$0.00
110-612-5603	Printing & Binding	\$1,308.81	\$1,200.00	\$1,650.00	\$1,700.00
<i>Services - Non Categorized</i>					
110-612-5903	Health & Wellness	\$99.00	\$80.00	\$145.00	\$60.00
110-612-5904	Employment	\$0.00	\$0.00	\$94.50	\$0.00
<i>Capital - Equipment</i>					
110-612-6202	Equipment - Computers	\$233.02	\$0.00	\$1,200.00	\$0.00
Total Expenditures		\$ 220,378.35	\$ 217,549.77	\$ 254,889.33	\$ 277,780.83



Mission of the City of Warrensburg Information Technology Department is to evaluate, integrate and support innovative technologies to help internal and external customers achieve their goals, maximize return on resources, and provide cost effective methods for citizens, businesses, and vendors.

Fiscal Year 2013 Accomplishments

- Information Technology/Advisory Committee presented findings to council giving recommendations on network architectural changes to include development of a master plan
- Evaluated 25 potential candidates for the IT Computer Technician position filling the slot in the third quarter FY13
- Implemented a new content management package for our website to allow departments to facilitate site updates.
- Initiated search engine evaluation of City website to determine what information is being searched to better provide the information ourselves or to link to the proper agency

Fiscal Year 2014 Strategic Plan Initiatives

GOAL II: Increase economic development and marketing efforts to support existing and recruit new businesses to our community.

- Evaluate processes that could be automated assisting city staff efficiency initiatives.
 - Continue promoting paperless initiative
 - Assist Public Works efficiency efforts initiating a work order program to manage citizen and staff requests for service or repair
- Continued services to public relations to inform citizens through the city Website, Facebook, and Twitter. These services were a valuable asset during the three snow storms this year in responding to citizen requests and for disseminating storm related information to the public

GOAL III: Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and a friendly business atmosphere.

- Maintain public communications through committees and focus groups
- Increase staff training use of technology aiding efficiency and effectiveness
 - Use of Webinar
 - Software Vendor Training Programs
 - City Intranet (redesign for use of Content Management System)
- Evaluate current software abilities and efficiencies, i.e. Adobe, Microsoft.
- Deploy new technologies such as wireless access through City Hall Complex)
- Foster professional growth with intern programs with UCM students

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Systems Administrator	O	1	1	1	1
Assistant Systems Administrator	J	1	0	0	0
Computer Technician	I	0	0	1	1
Totals		2	1	2	2

INFORMATION TECHNOLOGY



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries & Wages</u>					
110-613-1101	Wages	\$43,468.01	\$74,297.60	\$69,186.08	\$77,098.94
110-613-1102	Wages - Part Time	\$4,847.61	\$0.00	\$506.99	\$0.00
110-613-1103	Wages - Overtime	\$3,706.12	\$0.00	\$4,421.33	\$0.00
110-613-1105	Wages - Supplemental	\$60.00	\$0.00	\$60.00	\$60.00
<u>Employee Taxes</u>					
110-613-2101	FICA Taxes	\$4,003.58	\$5,683.77	\$5,735.55	\$5,902.66
<u>Employee Retirement</u>					
110-613-2201	Employee Retirement	\$4,483.72	\$7,652.65	\$7,722.37	\$7,561.58
<u>Employee Insurance</u>					
110-613-2301	Insurance - Dental	\$829.32	\$1,658.64	\$1,658.64	\$1,687.92
110-613-2302	Insurance - Health	\$5,214.35	\$9,985.44	\$9,985.44	\$10,219.92
110-613-2303	Insurance - Health Deductible	\$0.00	\$200.00	\$1,000.00	\$0.00
110-613-2304	Insurance - Life	\$82.80	\$165.60	\$165.60	\$158.40
110-613-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$282.46
<u>Worker's Compensation</u>					
110-613-2401	Worker's Compensation	\$167.70	\$215.46	\$215.46	\$199.61
<u>Commodities</u>					
110-613-4103	Computer Supplies	\$898.83	\$250.00	\$113.73	\$250.00
110-613-4109	Office Supplies	\$1,570.71	\$250.00	\$146.06	\$250.00
110-613-4111	Program Supplies	\$0.00	\$0.00	\$516.96	\$200.00
110-613-4114	Software	\$210.14	\$0.00	\$0.00	\$2,500.00
110-613-4115	Tools	\$272.30	\$500.00	\$223.25	\$3,500.00
<u>Utilities</u>					
110-613-5105	Utility - Cable Television	\$134.49	\$145.00	\$145.00	\$137.88
110-613-5106	Utility - Telephone	\$30,662.23	\$25,785.82	\$25,785.82	\$29,754.00
110-613-5107	Utility - Data Access	\$31,718.83	\$29,069.18	\$29,069.18	\$31,980.00
<u>Contractual Services</u>					
110-613-5202	Consulting Services	\$499.95	\$1,500.00	\$299.95	\$1,500.00
110-613-5205	Labor / Labor & Equipment	\$19,896.68	\$18,500.00	\$48,500.00	\$9,030.00
<u>Meal and Travel</u>					
110-613-5402	Mileage	\$0.00	\$0.00	\$0.00	\$100.00
110-613-5404	Schools and Seminars	\$0.00	\$0.00	\$0.00	\$3,000.00
<u>Dues and Memberships</u>					
110-613-5501	Dues and Memberships	\$0.00	\$0.00	\$0.00	\$100.00
<u>Communication</u>					
110-613-5601	Advertising	\$862.50	\$250.00	\$328.42	\$0.00
110-613-5602	Postage	\$15.61	\$0.00	\$0.00	\$0.00
<u>Maintenance & Repair</u>					
110-613-5702	Computer Maintenance & Repair	\$127.98	\$500.00	\$734.25	\$500.00
110-613-5703	Equipment Maintenance & Repair	\$0.00	\$3,130.00	\$3,130.00	\$2,300.00
110-613-5704	Software Maintenance & Repair	\$88,180.90	\$98,670.00	\$98,670.00	\$85,200.00
<u>Services - Non Categorized</u>					
110-613-5904	Employment	\$103.50	\$103.50	\$103.50	\$0.00

INFORMATION TECHNOLOGY



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Capital - Equipment</i>					
110-613-6201	Equipment - Communications	\$676.99	\$0.00	\$2,174.78	\$0.00
110-613-6202	Equipment - Computers	\$10,820.61	\$8,400.00	\$7,282.66	\$0.00
110-613-6206	Equipment - Office	\$399.98	\$200.00	\$29.94	\$5,000.00
<i>Capital - Software</i>					
110-613-6301	System Software	\$2,732.30	\$0.00	\$0.00	\$0.00
Total Expenditures		\$ 256,647.74	\$ 287,112.66	\$ 317,910.96	\$ 278,473.37



Mission of the City of Warrensburg Buildings and Grounds Department is to maintain the Civic Center Complex buildings and physical grounds in a clean, safe, and aesthetically pleasing manner.

Fiscal Year 2013 Accomplishments

- Work continues on development of a more accurate budget for this department due to the actual cost of maintenance and services throughout the Municipal Complex.
- Reduced the need for contracted maintenance and repairs by doing projects in-house
- Maintained landscape throughout the facility with mowed, swept and cleaned grounds which resulted in a professionally groomed complex
- Assisted in recycling program for the Civic Center Complex

Fiscal Year 2014 Strategic Plan Initiatives

GOAL III: Maintain an efficient and effective city government that provides community leadership, fosters strong community relationships, and a friendly business atmosphere.

- Familiarization with equipment functions in buildings throughout the Municipal Complex to assure proper function and efficiency of operation while maintaining scheduled service
- Establish scheduled cleaning and janitorial services for a high level of safety, usability and cleanliness while minimizing disruptions to staff and/or public
- Maintain the grounds appearance in the most professional way to instill pride in the community

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Buildings and Grounds Foreman	I	1	1	1	1
Custodian	B	1	1	1	1
Totals		2	2	2	2

BUILDINGS AND GROUNDS



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Salaries & Wages</i>					
110-614-1101	Wages	\$57,857.60	\$57,657.60	\$58,334.40	\$60,083.71
110-614-1103	Wages - Overtime	\$10.79	\$0.00	\$0.00	\$0.00
110-614-1105	Wages - Supplemental	\$165.00	\$0.00	\$0.00	\$180.00
<i>Employee Taxes</i>					
110-614-2101	FICA Taxes	\$4,405.97	\$4,410.81	\$4,462.59	\$4,610.17
<i>Employee Retirement</i>					
110-614-2201	Employee Retirement	\$5,415.78	\$5,938.73	\$6,008.45	\$5,905.84
<i>Employee Insurance</i>					
110-614-2301	Insurance - Dental	\$1,170.96	\$1,658.64	\$1,658.64	\$1,687.92
110-614-2302	Insurance - Health	\$10,413.95	\$9,985.44	\$9,985.44	\$10,219.92
110-614-2303	Insurance - Health Deductible	\$500.00	\$200.00	\$200.00	\$0.00
110-614-2304	Insurance - Life	\$165.60	\$165.60	\$165.60	\$158.40
110-614-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$282.46
<i>Worker's Compensation</i>					
110-614-2401	Worker's Compensation	\$1,500.56	\$2,023.78	\$2,023.78	\$1,706.01
<i>Commodities</i>					
110-614-4102	Clothing	\$242.97	\$100.00	\$100.00	\$200.00
110-614-4104	Custodial Supplies	\$1,880.13	\$1,000.00	\$1,000.00	\$1,200.00
110-614-4106	Lawn and Field Care	\$587.97	\$1,250.00	\$1,250.00	\$1,800.00
110-614-4107	Maintenance & Repair Supplies	\$1,514.49	\$2,000.00	\$2,000.00	\$2,000.00
110-614-4109	Office Supplies	\$54.90	\$0.00	\$0.00	\$0.00
110-614-4115	Tools	\$166.40	\$250.00	\$250.00	\$250.00
110-614-4199	Supplies - Non Categorized	\$123.98	\$400.00	\$400.00	\$900.00
<i>Utilities</i>					
110-614-5101	Utility - Electric	\$38,200.69	\$23,000.00	\$23,000.00	\$34,500.00
110-614-5102	Utility - Gas	\$4,073.81	\$4,500.00	\$4,500.00	\$5,000.00
110-614-5103	Utility - Water	\$111.89	\$4,646.00	\$4,646.00	\$6,550.00
110-614-5104	Utility -Trash	\$2,844.00	\$2,344.00	\$2,344.00	\$2,844.00
110-614-5105	Utility - Cable Television	\$0.00	\$0.00	\$0.00	\$0.00
110-614-5106	Utility - Telephone	\$210.00	\$210.00	\$210.00	\$210.00
110-614-5108	Fuel	\$0.00	\$300.00	\$300.00	\$300.00
<i>Contractual Services</i>					
110-614-5205	Labor / Labor & Equipment	\$15,940.71	\$5,750.00	\$5,750.00	\$5,750.00
110-614-5209	Rent / Lease	\$0.00	\$500.00	\$500.00	\$0.00
110-614-5299	Contractual - Non Categorized	\$40,001.16	\$74,750.00	\$83,750.00	\$92,010.00
<i>Communication</i>					
110-614-5601	Advertising	\$824.85	\$0.00	\$0.00	\$500.00
<i>Maintenance & Repair</i>					
110-614-5701	Building Maintenance & Repair	\$1,611.00	\$2,000.00	\$2,000.00	\$2,000.00
110-614-5703	Equipment Maintenance & Repair	\$12.99	\$200.00	\$200.00	\$200.00
<i>Services - Non Categorized</i>					
110-614-5903	Health & Wellness	\$32.00	\$40.00	\$40.00	\$40.00
<i>Capital - Equipment</i>					
110-614-6205	Equipment - Mower	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures		\$ 190,040.15	\$ 205,280.60	\$ 215,078.90	\$ 241,088.43

FY14 budget notes:

Account number 110-614-4199, Supplies - Non Categorized, includes calcium for the Civic Center and general supplies. Account number 110-614-5299, Contractual - Non Categorized, includes city wide cleanup, contract mowing and other maintenance agreements.



Emergency Management division is for preparation and training in the event of large scale natural and man-made disasters in our community. We strive to provide a unified command to bring the city together in the event of these emergencies.

Fiscal Year 2013 Accomplishments

- Issued an alert informer to MO Veterans Home
- Maintain NIMS Compliance records
- Established an Emergency Management Budget for FY14
- Use of the storm siren local activation by Parks by sounding National Anthem for events
- Activated operations as the city emergency operation center (EOC) for two snow events

Fiscal Year 2014 Strategic Plan Initiatives

GOAL III: Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and a friendly business atmosphere.

- Conduct City-wide Emergency Exercises
- Establish a City Emergency Operation Center
- Maintain a NIMS compliancy
- Maintain City Operations Plan
- Maintain and Monitor the City-wide sirens

EMERGENCY MANAGEMENT



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Commodities</i>					
110-620-4103	Computer Supplies	\$0.00	\$0.00	\$0.00	\$800.00
110-620-4109	Office Supplies	\$0.00	\$0.00	\$0.00	\$250.00
110-620-4199	Supplies - Non Categorized	\$0.00	\$0.00	\$0.00	\$720.00
<i>Utilities</i>					
110-620-5106	Utility - Telephone	\$0.00	\$0.00	\$0.00	\$1,100.00
<i>Maintenance and Repair</i>					
110-620-5703	Equipment Maintenance & Repair	\$0.00	\$0.00	\$0.00	\$11,724.00
<i>Capital - Equipment</i>					
110-620-6999	Capital - Non Categorized	\$0.00	\$0.00	\$0.00	\$630.00
Total Expenditures		\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,224.00

FY14 budget notes:

Account number 110-620-6299, Equipment - Non Categorized, includes antenna and mount and a mobile job box.



Members of the Warrensburg Fire Department are committed to delivering excellent service. We strive to provide effective fire department services to respond promptly in a professional and skilled manner.

Fiscal Year 2013 Accomplishments

- Three successive deep snowfalls in February and March required firefighters to use shovels to repeatedly uncover fire hydrants
- We conducted another firefighter training academy during FY 13
- We increased our interaction with UCM by providing courtesy Fire Code reviews in connection with new construction projects on the campus
- We participated in the formation of a county-wide fire investigation team to supplement local sources
- Implemented a radio repeater station for improved incident communications.
- For the seventh consecutive year, we maintained an average annual response time under four minutes to emergency incidents
- We participated in Department of Energy and Department of Defense training to better prepare us to support Whiteman Air Force Base personnel and their programs

Fiscal Year 2014 Strategic Plan Initiatives

GOAL III: Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and a friendly business

- Conduct Firefighter Certification Training Course for new part-time firefighters.
- Conduct flow testing of Warrensburg fire hydrants
- Expansion & improvement of fire training unit acquired in 2009
- Pursue lowering ISO rating of Class 3 to a Class 2
- Investigate into Department Accreditation
- Increase multi-company training for all Fire Department personnel.
- Maintain annual average response time to emergencies at or below 4 minutes.

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Fire Chief	Exempt	1	1	1	1
Assistant Fire Chief	O	1	1	1	1
Fire/Emergency Prevention Officer	K	1	1	1	1
Battalion Chief (Suppression)	FFE	3	3	3	3
Battalion Chief (Administrative)	M	1	1	1	1
Fire Captain	FFD	6	6	6	6
Firefighter Specialist	FFC	6	6	9	9
Firefighter/EMT	FFB	6	6	3	3
Totals		25	25	25	25

This department also includes 24 budgeted Part Time Firefighter positions.

FIRE PROTECTION



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries & Wages</u>					
110-621-1101	Wages	\$983,925.38	\$1,010,817.84	\$1,021,277.04	\$1,036,098.41
110-621-1102	Wages - Part Time	\$112,183.88	\$104,500.00	\$126,313.48	\$106,590.00
110-621-1103	Wages - Overtime	\$57,047.83	\$107,610.00	\$105,032.50	\$96,929.58
110-621-1104	Wages - FLSA	\$94,879.71	\$105,176.82	\$85,911.62	\$109,779.86
110-621-1105	Wages - Supplemental	\$2,125.00	\$0.00	\$2,577.50	\$2,640.00
<u>Employee Taxes</u>					
110-621-2101	FICA Taxes	\$91,670.48	\$101,646.57	\$102,641.68	\$103,430.89
<u>Employee Retirement</u>					
110-621-2201	Employee Retirement	\$83,006.26	\$102,833.91	\$103,816.26	\$115,826.65
<u>Employee Insurance</u>					
110-621-2301	Insurance - Dental	\$18,875.51	\$20,733.00	\$20,733.00	\$21,099.00
110-621-2302	Insurance - Health	\$125,412.50	\$124,818.00	\$124,818.00	\$127,749.00
110-621-2303	Insurance - Health Deductible	\$0.00	\$2,500.00	\$2,460.00	\$0.00
110-621-2304	Insurance - Life	\$2,007.90	\$2,070.00	\$2,070.00	\$1,980.00
110-621-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$3,530.73
<u>Worker's Compensation</u>					
110-621-2401	Worker's Compensation	\$49,147.19	\$67,832.42	\$66,956.42	\$71,603.92
<u>Unemployment</u>					
110-621-2501	Unemployment	\$46.55	\$0.00	\$876.00	\$0.00
<u>Employer Provided Services - Other</u>					
110-621-2601	Flex Spending Account	\$85.00	\$0.00	\$40.00	\$0.00
<u>Commodities</u>					
110-621-4102	Clothing	\$27,927.39	\$98,900.50	\$100,400.50	\$31,500.00
110-621-4103	Computer Supplies	\$5,138.80	\$7,700.00	\$7,700.00	\$7,700.00
110-621-4104	Custodial Supplies	\$1,832.52	\$2,000.00	\$2,300.00	\$2,500.00
110-621-4105	Lab & Chemicals	\$0.00	\$500.00	\$500.00	\$500.00
110-621-4107	Maintenance & Repair Supplies	\$14,042.70	\$15,000.00	\$15,000.00	\$15,000.00
110-621-4108	Meeting Supplies	\$433.11	\$550.00	\$600.60	\$550.00
110-621-4109	Office Supplies	\$1,390.32	\$2,000.00	\$2,000.00	\$2,000.00
110-621-4112	Publications	\$1,591.84	\$2,500.00	\$3,767.00	\$2,500.00
110-621-4115	Tools	\$579.11	\$750.00	\$750.00	\$750.00
110-621-4199	Supplies - Non Categorized	\$3,946.50	\$10,000.00	\$10,285.11	\$9,500.00
<u>Utilities</u>					
110-621-5101	Utility - Electric	\$13,237.02	\$13,800.00	\$13,800.00	\$13,800.00
110-621-5102	Utility - Gas	\$4,344.22	\$8,500.00	\$8,500.00	\$8,500.00
110-621-5103	Utility - Water	\$1,365.78	\$1,560.00	\$1,660.00	\$1,560.00
110-621-5104	Utility -Trash	\$588.00	\$600.00	\$600.00	\$600.00
110-621-5105	Utility - Cable Television	\$74.71	\$130.00	\$130.00	\$75.00
110-621-5106	Utility - Telephone	\$3,490.71	\$3,804.00	\$3,804.00	\$4,180.00
110-621-5107	Utility - Data Access	\$2,316.09	\$4,907.00	\$4,907.00	\$3,144.00
110-621-5108	Fuel	\$20,106.14	\$21,500.00	\$21,500.00	\$24,000.00
<u>Contractual Services</u>					
110-621-5205	Labor / Labor & Equipment	\$9,541.97	\$11,149.40	\$26,509.48	\$0.00
110-621-5299	Contractual - Non Categorized	\$50.60	\$50.60	\$0.00	\$0.00

FIRE PROTECTION



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Meal and Travel</i>					
110-621-5401	Travel - Meals	\$446.81	\$500.00	\$560.00	\$500.00
110-621-5402	Mileage	\$111.00	\$500.00	\$500.00	\$2,000.00
110-621-5403	Travel - Room	\$971.05	\$500.00	\$770.00	\$1,750.00
110-621-5404	Schools and Seminars	\$2,905.00	\$8,750.00	\$8,220.00	\$10,860.00
<i>Dues & Memberships</i>					
110-621-5501	Dues & Memberships	\$1,089.00	\$1,500.00	\$1,500.00	\$2,000.00
<i>Communication</i>					
110-621-5601	Advertising	\$11.20	\$400.00	\$1,256.40	\$400.00
110-621-5602	Postage	\$425.42	\$500.00	\$500.00	\$500.00
110-621-5603	Printing & Binding	\$306.60	\$400.00	\$400.00	\$400.00
110-621-5699	Communication - Non Categorize	\$497.17	\$1,250.00	\$1,361.00	\$1,250.00
<i>Maintenance & Repair</i>					
110-621-5701	Building Maintenance & Repair	\$7,411.38	\$6,282.61	\$7,606.61	\$12,283.00
110-621-5703	Equipment Maintenance & Repair	\$23,342.06	\$22,800.00	\$31,290.55	\$23,000.00
<i>Services - Non Categorized</i>					
110-621-5903	Health & Wellness	\$10,655.06	\$14,200.00	\$14,200.00	\$14,200.00
110-621-5904	Employment	\$1,203.94	\$1,500.00	\$1,500.00	\$1,500.00
<i>Capital Equipment</i>					
110-621-6207	Equipment - Radios	\$6,663.41	\$7,000.00	\$7,012.00	\$6,500.00
110-621-6299	Equipment - Non Categorized	\$9,177.07	\$45,500.00	\$53,835.11	\$99,500.00
Total Expenditures		\$1,797,626.89	\$2,068,022.67	\$2,120,748.86	\$2,102,260.04

Note : FY14 the Fire Department will apply for the Fire Act Grant in the amount of \$90,000, which includes a 5% match commitment from the City. The Fire Department will purchase equipment. If the Fire Department is not awarded the grant, revenues will be reduced by \$85,500 and expenditures by \$90,000.

Additional FY14 budget notes:

Account number 110-621-4199, Supplies - Non Categorized, includes general supplies, training and medical supplies.
 Account number 110-621-5699, Communication - Non Categorized, is for fire prevention materials.
 Account number 110-621-6299, Equipment - Non Categorized, includes fire hose and equipment purchase(s) with the Fire Act Grant if it is received.

LAW ENFORCEMENT



Mission of the Warrensburg Police Department is to ensure the safety, security and well-being of our community through proactive patrol, community based interaction, crime prevention programs, investigation of offenses, accidents and enforcement of ordinances and statutes.

Fiscal Year 2013 Accomplishments

- Alcohol Compliance Initiatives with UCM, Department of Public Safety, and Whiteman AFB (EUDL Grant)
- Active participation in West Central Missouri Major Case Squad
- Active participation in Midwest Criminal Justice Information Association
- Participation in Warrensburg Fraternal Order of Police “Shop with a Cop” program
- Earned Community Star and Outstanding Community Awards for Blood Drives
- UCM Criminal Justice Internships with Patrol Division
- Sponsored and hosted ALERRT (Active Shooter Training) for Local, State and Military law enforcement officers-56 officers trained
- Sponsored and hosted Nuclear Transport Security training for Local, State and Military law enforcement officers

Fiscal Year 2014 Strategic Plan Initiatives

GOAL III: Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and a friendly business atmosphere.

- Serious Crime Clearance Rate at WPD for 2012 was 44% (nationally for our size city is 26%)
- DARE Program taught in our schools
- Drug Take-Back Program
- Alcohol Compliance Checks and participation in Alcohol Grant with UCM and WAFB
- After Hours Security Checks/Patrols of our businesses
- Low Crime Index compared to other cities of our size and surrounding areas
- Initiated Block Parties in Neighborhoods
- Discussions continue with the R-6 School District about expanding School Resource

LAW ENFORCEMENT



Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Chief of Police	Exempt	1	1	1	1
Police Major	O	0	0	0	1
Lieutenant	O	3	3	3	2
Sergeant	M	4	4	4	4
Detective	O	3	3	4	4
Corporal	K	7	7	6	6
Patrol Officer	J	16	15	14	14
Executive Assistant	G	1	1	1	1
Parking Control Officer	B	1	0	0	0
Records Clerk	E	2	2	2	2
Totals		38	36	35	35

This department also includes two Part Time Records Clerk positions.

LAW ENFORCEMENT



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries & Wages</u>					
110-622-1101	Wages	\$1,534,332.11	\$1,505,545.60	\$1,510,943.00	\$1,543,257.24
110-622-1102	Wages - Part Time	\$26,706.15	\$23,212.80	\$23,551.20	\$24,313.54
110-622-1103	Wages - Overtime	\$56,079.25	\$52,533.74	\$47,938.74	\$57,514.11
110-622-1105	Wages - Supplemental	\$4,285.00	\$0.00	\$4,595.00	\$4,620.00
<u>Employee Taxes</u>					
110-622-2101	FICA Taxes	\$119,411.17	\$120,884.68	\$121,816.71	\$124,672.42
<u>Employee Retirement</u>					
110-622-2201	Employee Retirement	\$144,786.18	\$155,891.86	\$157,079.32	\$160,405.40
<u>Employee Insurance</u>					
110-622-2301	Insurance - Dental	\$24,271.32	\$29,026.20	\$29,026.20	\$29,538.60
110-622-2302	Insurance - Health	\$184,821.80	\$174,745.20	\$174,745.20	\$178,848.60
110-622-2303	Insurance - Health Deductible	\$791.00	\$3,500.00	\$3,500.00	\$0.00
110-622-2304	Insurance - Life	\$2,939.40	\$2,898.00	\$2,898.00	\$2,772.00
110-622-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$4,943.02
<u>Worker's Compensation</u>					
110-622-2401	Worker's Compensation	\$33,517.48	\$47,210.30	\$47,210.30	\$39,801.87
<u>Unemployment</u>					
110-622-2501	Unemployment	\$756.00	\$0.00	\$6,400.00	\$0.00
<u>Employer Provided Services - Other</u>					
110-622-2601	Flex Spending Account	\$85.00	\$0.00	\$46.60	\$0.00
<u>Commodities</u>					
110-622-4101	Animal Care	\$967.35	\$1,000.00	\$1,000.00	\$1,000.00
110-622-4102	Clothing	\$9,468.06	\$10,000.00	\$10,000.00	\$8,288.62
110-622-4103	Computer Supplies	\$5,852.36	\$10,500.00	\$10,100.00	\$9,500.00
110-622-4104	Custodial Supplies	\$1,554.95	\$1,750.00	\$1,750.00	\$800.00
110-622-4107	Maintenance & Repair Supplies	\$2,322.33	\$3,000.00	\$600.00	\$3,000.00
110-622-4108	Meeting Supplies	\$810.94	\$1,050.00	\$1,050.00	\$1,000.00
110-622-4109	Office Supplies	\$4,414.52	\$4,200.00	\$4,200.00	\$4,500.00
110-622-4111	Program Supplies	\$8,745.72	\$12,500.00	\$12,900.00	\$12,500.00
110-622-4112	Publications	\$164.59	\$200.00	\$200.00	\$0.00
110-622-4117	Food	\$78.83	\$500.00	\$500.00	\$500.00
110-622-4199	Supplies - Non Categorized	\$7,213.85	\$6,000.00	\$6,000.00	\$6,000.00
<u>Utilities</u>					
110-622-5101	Utility - Electric	\$43,724.37	\$40,000.00	\$40,000.00	\$40,000.00
110-622-5103	Utility - Water	\$2,416.29	\$2,400.00	\$2,570.32	\$2,400.00
110-622-5104	Utility -Trash	\$0.00	\$600.00	\$600.00	\$600.00
110-622-5105	Utility - Cable Television	\$447.75	\$400.00	\$503.04	\$500.00
110-622-5106	Utility - Telephone	\$6,332.70	\$8,500.00	\$8,226.64	\$8,500.00
110-622-5107	Utility - Data Access	\$6,391.28	\$6,200.00	\$6,200.00	\$6,500.00
110-622-5108	Fuel	\$78,347.81	\$72,000.00	\$72,000.00	\$72,000.00
<u>Contractual Services</u>					
110-622-5210	Prisoner Care Services	\$19,403.50	\$18,500.00	\$18,500.00	\$14,351.29
110-622-5299	Contractual - Non Categorized	\$12,318.44	\$11,190.00	\$11,190.00	\$14,000.00
<u>Meal and Travel</u>					
110-622-5401	Travel - Meals	\$219.06	\$600.00	\$925.00	\$800.00
110-622-5403	Travel - Room	\$234.31	\$1,500.00	\$2,000.00	\$2,400.00
110-622-5404	Schools and Seminars	\$7,273.19	\$8,900.00	\$7,920.00	\$9,000.00

LAW ENFORCEMENT



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i><u>Dues & Memberships</u></i>					
110-622-5501	Dues & Memberships	\$942.00	\$500.00	\$655.00	\$800.00
<i><u>Communication</u></i>					
110-622-5601	Advertising	\$155.00	\$475.00	\$475.00	\$250.00
110-622-5602	Postage	\$23.26	\$75.00	\$75.00	\$0.00
110-622-5603	Printing & Binding	\$2,734.96	\$1,950.00	\$1,950.00	\$3,000.00
<i><u>Maintenance & Repair</u></i>					
110-622-5701	Building Maintenance & Repair	\$37,883.29	\$33,000.00	\$40,050.00	\$37,500.00
110-622-5703	Equipment Maintenance & Repair	\$398.54	\$1,000.00	\$1,470.00	\$1,000.00
110-622-5704	Software Maintenance & Repair	\$11,871.00	\$12,000.00	\$11,875.00	\$12,000.00
110-622-5706	Vehicle Maintenance & Repair	\$24,621.54	\$24,000.00	\$19,005.00	\$24,000.00
<i><u>Services - Non Categorized</u></i>					
110-622-5903	Health & Wellness	\$666.72	\$650.00	\$575.00	\$650.00
110-622-5904	Employment	\$0.00	\$0.00	\$50.00	\$0.00
110-622-5905	Security	\$1,335.52	\$1,350.00	\$1,375.00	\$1,400.00
<i><u>Capital - Equipment</u></i>					
110-622-6299	Equipment - Non Categorized	\$0.00	\$9,600.00	\$9,600.00	\$0.00
<i><u>Capital - Vehicles</u></i>					
110-622-6501	Vehicles	\$52,348.00	\$0.00	\$26,884.00	\$80,550.00
Total Expenditures		\$2,484,463.89	\$2,421,538.38	\$2,462,724.27	\$2,549,976.71

FY14 budget notes:

Account number 110-622-4199, Supplies - Non Categorized, includes general supplies.

Account number 110-622-5299, Contractual - Non Categorized, includes general items, equipment maintenance and legal services.



Mission of the Warrensburg Animal Shelter and Control is to provide a level of service conducive to the positive health, safety and welfare of animals in our community through proactive programs, services and enforcement.

Fiscal Year 2013 Accomplishments

- Feral Cats now are placed in rural areas with Barn Buddies program
- Euthanasia Rate was 13%
- Full-time Assistant Animal Shelter Manager Hired
- Installation of video cameras at the Animal Shelter as joint project with Whiteman AFB
- City and County entered into financial contract for county dogs at Shelter
- Paw it Forward Program initiated saving the City \$1,000 in adoption fees
- City dog licenses now available through Animal Shelter

Fiscal Year 2014 Strategic Plan Initiatives

GOAL III: Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and a friendly business atmosphere.

- Shelter to continue 50-70% discount from Pfizer Pharmaceuticals
- Community service is offered as option by Municipal Court/Prosecutor
- Volunteer program initiated
- Shelter to continue to receive food from Hill's Pet Foods at reduced rate

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Shelter Manager	H	1	1	1	1
Assist Shelter Manager	G	0	0	1	1
Animal Control Officer	G	1	1	1	1
Laborer	B	1	0	0	0
Totals		3	2	3	3

There are also 2 regular Part Time Laborers

ANIMAL CONTROL



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries & Wages</u>					
110-623-1101	Wages	\$62,204.75	\$85,196.80	\$86,212.00	\$88,810.18
110-623-1102	Wages - Part Time	\$25,147.15	\$18,012.80	\$17,031.20	\$19,009.54
110-623-1103	Wages - Overtime	\$1,518.16	\$1,000.00	\$2,200.00	\$1,020.00
110-623-1105	Wages - Supplemental	\$90.00	\$0.00	\$120.00	\$180.00
<u>Employee Taxes</u>					
110-623-2101	FICA Taxes	\$6,811.06	\$7,972.03	\$8,075.58	\$8,340.01
<u>Employee Retirement</u>					
110-623-2201	Employee Retirement	\$5,744.50	\$8,878.27	\$8,982.85	\$8,821.00
<u>Employee Insurance</u>					
110-623-2301	Insurance - Dental	\$1,227.90	\$2,487.96	\$1,887.96	\$2,531.88
110-623-2302	Insurance - Health	\$11,295.30	\$14,978.16	\$14,978.16	\$15,329.88
110-623-2303	Insurance - Health Deductible	\$500.00	\$300.00	\$900.00	\$0.00
110-623-2304	Insurance - Life	\$179.40	\$248.40	\$248.40	\$237.60
110-623-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$423.69
<u>Worker's Compensation</u>					
110-623-2401	Worker's Compensation	\$1,426.83	\$2,042.51	\$2,042.51	\$1,691.99
<u>Commodities</u>					
110-623-4101	Animal Care	\$9,464.57	\$8,460.00	\$8,460.00	\$7,500.00
110-623-4102	Clothing	\$119.80	\$210.00	\$210.00	\$200.00
110-623-4103	Computer Supplies	\$184.59	\$200.00	\$2,089.79	\$300.00
110-623-4104	Custodial Supplies	\$543.81	\$550.00	\$500.00	\$500.00
110-623-4105	Lab & Chemicals	\$8,147.32	\$9,000.00	\$9,000.00	\$7,400.00
110-623-4109	Office Supplies	\$285.28	\$350.00	\$400.00	\$425.00
110-623-4117	Food	(\$361.58)	\$0.00	\$0.00	\$0.00
110-623-4199	Supplies - Non Categorized	\$4,913.75	\$6,230.00	\$6,230.00	\$5,900.00
<u>Utilities</u>					
110-623-5101	Utility - Electric	\$8,373.86	\$6,800.00	\$10,812.59	\$8,500.00
110-623-5103	Utility - Water	\$1,219.54	\$1,500.00	\$1,500.00	\$1,500.00
110-623-5104	Utility -Trash	\$1,878.00	\$1,850.00	\$1,850.00	\$1,850.00
110-623-5106	Utility - Telephone	\$1,181.42	\$1,500.00	\$1,500.00	\$1,500.00
110-623-5107	Utility - Data Access	\$80.83	\$350.00	\$350.00	\$350.00
<u>Contractual Services</u>					
110-623-5299	Contractual - Non Categorized	\$14,976.00	\$17,000.00	\$16,993.00	\$17,000.00
<u>Meal and Travel</u>					
110-623-5404	Schools and Seminars	\$0.00	\$600.00	\$600.00	\$600.00
<u>Communication</u>					
110-623-5601	Advertising	\$215.30	\$200.00	\$200.00	\$200.00
110-623-5603	Printing & Binding	\$80.00	\$100.00	\$100.00	\$100.00
<u>Maintenance & Repair</u>					
110-623-5701	Building Maintenance & Repair	\$390.91	\$1,000.00	\$1,000.00	\$1,000.00
110-623-5703	Equipment Maintenance & Repair	\$324.57	\$0.00	\$0.00	\$0.00
110-623-5704	Software Maintenance & Repair	\$400.00	\$0.00	\$0.00	\$0.00
<u>Services - Non Categorized</u>					
110-623-5904	Employment	\$347.25	\$250.00	\$257.00	\$250.00

ANIMAL CONTROL



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Capital - Buildings</i>					
110-623-6101	Buildings	\$4,711.00	\$0.00	\$0.00	\$0.00
110-623-6202	Equipment - Computers	\$3,282.63	\$0.00	\$0.00	\$0.00
Total Expenditures		\$ 176,903.90	\$ 197,266.93	\$ 204,731.04	\$ 201,470.77

FY14 budget notes:

Account number 110-623-4199, Supplies - Non Categorized, includes microchips and general supplies.

Account number 110-623-5299, Contractual - Non Categorized, includes spay and neuter services and fees.



Partnering in the growth and development of Warrensburg through professionalism, education, innovation, listening and follow-up is our most important business.

Fiscal Year 2013 Accomplishments

- Adopted Innovative Financing Tools Policy and Toolkit
- Designed, printed and placed on website the Innovative Financing Toolkit marketing pieces
- Adopted Maguire Street Corridor Study & ROW Access Management Policy
- Presented draft Property Maintenance Code and started public discussion
- Maintained high level (73%) of staff generated nuisance cases as percentage of total nuisance cases
- 15 buildings in the Dangerous Building program were abated
- Adopted the 2012 Building Codes
- Assisted with Train Town Celebration and City Hall Dedication and Art Project
- Completed Phase 2 of the Street Tree Inventory
- Implemented the Downtown Façade Grant Program

Fiscal Year 2014 Strategic Plan Initiatives

GOAL II: Increase economic development and marketing efforts to recruit new businesses to our community.

Action Steps

- Identify/develop new Industrial Park location and financing plan for acquisition
- Develop/implement Annexation Plan that supports new Industrial/Business Park
- Design, fund and install entrance signs at all four entrances to the city, new information sign and complete installation of directional signs
- Identify/educate business owners, property owners/developers about incentives for downtown

GOAL IV: Maintain existing and develop new points of pride in the community for our residents and visitors.

Action Steps

- Adopt Property Maintenance Code.
- Develop a plan to beautify and upgrade Highway 13 within City limits, and relieve traffic congestion along Highway 13, in particular the congestion at the Business 50/Highway 13 bridge should be reviewed
- Preserve existing neighborhoods through code enforcement, trash collection and cleanup

Additional Initiatives:

- Complete Phase III of the Tree Inventory, if grant funds received
- Improve customer service by providing more services on-line, updating and streamlining forms and processes, modernizing ordinances, and increasing public education efforts about department services

COMMUNITY DEVELOPMENT



Staff positions in the department will be reorganized in the coming year. The City Planner position will likely not be filled immediately in order to maximize the candidate pool with next year's graduating class of students. Therefore, that position is being budgeted for 5 months and a planning intern is being budgeted for the other 7 months. The Building Division staff will transition from 2.5 to 2 staff people and a national search process to fill the vacant Building Official position will begin immediately. The Project Manager position will be replaced with the Neighborhood Services Coordinator position in FY14 with no change to the pay grade. The Project Manager job functions will be divided up among the Building Official, City Planner, Neighborhood Services Coordinator and Director.

The Neighborhood Services Coordinator will administer the Property Maintenance Code, if it is adopted, including education and assistance programs in addition to inspections. This position will also have other project management responsibilities. There are many unknown variables at this time including the market, internal and external candidates, and whether or not or in what form a Property Maintenance Code will be adopted. As positions are filled and more information known a budget amendment will be brought forward if needed. The intent is to remain at 7 positions within the department and either at or below the wages budgeted in FY13.

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Community Development Director	Exempt	1	1	1	1
Building Official	M	1	1	1	1
City Planner	L	1	1	1	1
Project Manager - CD	K	1	1	1	0
Neighborhood Services Coordinator	K	0	0	0	1
Building Inspector	J	1	1	1	1
Code Enforcement Inspector	H	1	1	1	1
Permit Clerk	F	1	1	1	1
Totals		7	7	7	7

COMMUNITY DEVELOPMENT



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Salaries & Wages</i>					
110-641-1101	Wages	\$301,513.16	\$302,369.60	\$304,738.40	\$279,915.49
110-641-1102	Wages - Part Time	\$0.00	\$4,113.60	\$4,113.60	\$7,224.00
110-641-1103	Wages - Overtime	\$0.00	\$500.00	\$500.00	\$1,530.00
110-641-1105	Wages - Supplemental	\$420.00	\$0.00	\$565.00	\$540.00
<i>Employee Taxes</i>					
110-641-2101	FICA Taxes	\$22,813.34	\$23,484.21	\$23,665.44	\$22,124.53
<i>Employee Retirement</i>					
110-641-2201	Employee Retirement	\$28,136.18	\$31,195.57	\$31,439.59	\$27,634.58
<i>Employee Insurance</i>					
110-641-2301	Insurance - Dental	\$4,057.72	\$5,805.24	\$5,805.24	\$5,485.74
110-641-2302	Insurance - Health	\$36,912.20	\$34,949.04	\$34,949.04	\$33,214.74
110-641-2303	Insurance - Health Deductible	\$0.00	\$700.00	\$1,750.00	\$0.00
110-641-2304	Insurance - Life	\$579.60	\$579.60	\$579.60	\$514.80
110-641-2305	Health Insurance Tax/Fee	\$0.00	\$0.00	\$0.00	\$942.62
<i>Worker's Compensation</i>					
110-641-2401	Worker's Compensation	\$4,349.18	\$6,183.31	\$6,183.31	\$6,301.72
<i>Employer Provided Services - Other</i>					
110-641-2601	Flex Spending Account	\$85.00	\$0.00	\$45.00	\$100.00
<i>Commodities</i>					
110-641-4102	Clothing	\$75.00	\$290.00	\$390.00	\$548.00
110-641-4103	Computer Supplies	\$2,088.24	\$2,334.00	\$2,334.00	\$780.00
110-641-4108	Meeting Supplies	\$68.14	\$230.00	\$980.00	\$200.00
110-641-4109	Office Supplies	\$929.90	\$1,000.00	\$1,000.00	\$1,135.00
110-641-4112	Publications	\$5,977.04	\$100.00	\$100.00	\$100.00
110-641-4199	Supplies - Non Categorized	\$700.89	\$1,816.28	\$3,331.28	\$6,254.48
<i>Utilities</i>					
110-641-5106	Utility - Telephone	\$1,831.83	\$1,740.00	\$1,740.00	\$2,129.28
110-641-5107	Utility - Data Access	\$959.76	\$959.76	\$959.76	\$1,439.64
110-641-5108	Fuel	\$3,335.02	\$4,300.24	\$4,300.24	\$4,200.00
<i>Contractual Services</i>					
110-641-5202	Consulting Services	\$24,136.61	\$18,000.00	\$10,625.00	\$15,000.00
110-641-5205	Labor / Labor & Equipment	\$0.00	\$2,000.00	\$2,000.00	\$1,000.00
<i>Meal and Travel</i>					
110-641-5401	Travel - Meals	\$233.41	\$330.00	\$330.00	\$388.00
110-641-5402	Mileage	\$590.23	\$300.00	\$700.00	\$775.00
110-641-5403	Travel - Room	\$1,324.53	\$1,430.00	\$1,430.00	\$3,055.00
110-641-5404	Schools and Seminars	\$1,392.75	\$2,940.00	\$4,740.00	\$2,750.00
<i>Dues & Memberships</i>					
110-641-5501	Dues & Memberships	\$1,229.00	\$2,206.00	\$1,191.00	\$1,501.00
<i>Communication</i>					
110-641-5601	Advertising	\$736.43	\$1,252.00	\$2,252.00	\$1,550.00
110-641-5602	Postage	\$50.45	\$100.00	\$100.00	\$100.00
110-641-5603	Printing & Binding	\$412.10	\$828.00	\$828.00	\$1,124.50

COMMUNITY DEVELOPMENT



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Maintenance & Repair</i>					
110-641-5703	Equipment Maintenance & Repair	\$0.00	\$0.00	\$0.00	\$0.00
110-641-5706	Vehicle Maintenance & Repair	\$802.96	\$1,653.00	\$1,818.00	\$1,862.00
<i>Services - Non Categorized</i>					
110-641-5903	Health & Wellness	\$32.00	\$108.00	\$108.00	\$308.00
110-641-5999	Services - Non Categorized	\$1,675.70	\$1,892.00	\$2,892.00	\$1,832.00
<i>Capital - Equipment</i>					
110-641-6202	Equipment - Computers	\$0.00	\$1,600.00	\$1,600.00	\$1,700.00
110-641-6206	Equipment - Office	\$399.00	\$950.00	\$950.00	\$600.00
<i>Capital - Vehicles</i>					
110-641-6501	Vehicles	\$0.00	\$15,690.00	\$15,690.00	\$15,690.00
<i>Donations</i>					
110-641-9701	Donation	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures		\$ 447,847.37	\$ 473,929.45	\$ 476,723.50	\$ 451,550.12

FY14 budget notes:

Account number 110-641-4199, Supplies - Non Categorized, includes signs, plaques and general supplies.

Account number 110-641-5999, Services - Non Categorized, includes recording Planning and Zoning Commission plats, annexation recording fees and Board of Adjustment court reporter.

ECONOMIC DEVELOPMENT



Mission of the Economic Development Department is to identify, coordinate and increase the budgetary focus of economic growth, business development/recruitment, entrepreneurship, and job development in Warrensburg. Working with our community partners and contractual agencies it is our intent to actively pursue opportunities that will support our existing businesses and recruit new ones.

Fiscal Year 2014 Strategic Plan Initiatives

GOAL II: Increase economic development and marketing efforts to support existing and recruit new businesses to our community.

Action Steps

- Take active role in recruiting retail that “fits” Warrensburg
- City of Warrensburg Exhibitor at the International Shopping Center Conference (ICSC) October 1-3, 2013 Deal Making with other City of Warrensburg partners
- Develop plan for new Industrial/Business Park
- Finalize short and long term plans for Hawthorne Development to achieve economic growth, retail, and vitality in that area of the community
- Build upon existing economic development data to assist in attracting new businesses, entrepreneurs, and support expansion of our existing businesses
- Public Information Department to identify and focus marketing efforts
- Participate with Johnson County Economic Development Corporation (JCEDC) in the *Bright Fest Fall 2014* event at UCM intended to support and encourage new entrepreneurs
- Actively pursue grants as additional sources of revenue where they relate to the **FY14 Strategic Plan**
- Strongly encourage development of visitor, tourist and convention events to further promote Warrensburg as a destination

Additional Funding Initiatives:

Specific city funding and contractual relationships with other entities to support and foster economic development in accordance with **FY14 Strategic Plan**:

	<u>Proposed FY14</u>
ICSC Chicago Deal Making October 2013	\$ 5,190
Warrensburg Downtown Main Street, Inc	\$ 31,000
Downtown Main Street Events Coordinator	\$ 10,000
Johnson County Economic Development Corp.	\$ 75,000
Downtown Pine Street Façade Improvement Matching Grants	\$ 5,000
Hwy DD Trails Initiative – Johnson County Trails Coalition	\$ 16,000
Depot Beautification	\$ 4,500
Pioneer Trails Regional Planning Commission	\$ 5,000
Reserve for Business/Industrial Park	\$ 50,000
Whiteman Area Leadership Council	\$ 3,000
Big Brothers/Big Sisters	\$ 5,600
Sales Tax Agreements	\$ 15,000

ECONOMIC DEVELOPMENT



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Commodities</i>					
110-642-4108	Meeting Supplies	\$84.38	\$325.00	\$325.00	\$375.00
110-642-4109	Office Supplies	\$15.76	\$0.00	\$0.00	\$0.00
110-642-4112	Publications	\$0.00	\$0.00	\$0.00	\$294.00
110-642-4199	Supplies - Non Categorized	\$500.00	\$2,300.00	\$2,300.00	\$1,681.00
<i>Utilities</i>					
110-642-5101	Utility - Electric	\$0.00	\$0.00	\$0.00	\$0.00
110-642-5104	Utility - Trash	\$0.00	\$0.00	\$0.00	\$0.00
<i>Contractual Services</i>					
110-642-5202	Consulting Services	\$11,500.00	\$22,000.00	\$22,000.00	\$15,000.00
110-642-5206	Legal Services	\$0.00	\$0.00	\$10,000.00	\$0.00
110-642-5299	Contractual - Non Categorized	\$0.00	\$0.00	\$0.00	\$60,000.00
<i>Meal and Travel</i>					
110-642-5401	Travel - Meals	\$0.00	\$450.00	\$450.00	\$450.00
110-642-5402	Mileage	\$0.00	\$1,600.00	\$1,600.00	\$1,600.00
110-642-5403	Travel - Room	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
110-642-5404	Schools and Seminars	\$741.10	\$1,560.00	\$1,560.00	\$1,560.00
<i>Dues & Memberships</i>					
110-642-5501	Dues & Memberships	\$122,115.00	\$3,725.00	\$3,725.00	\$2,725.00
<i>Communication</i>					
110-642-5601	Advertising	\$331.98	\$675.00	\$675.00	\$1,000.00
110-642-5603	Printing & Binding	\$120.00	\$175.00	\$175.00	\$2,050.00
110-642-5604	Shows/Expo Expenses	\$0.00	\$0.00	\$0.00	\$1,080.00
<i>Capital - Non Categorized</i>					
110-642-6999	Capital - Non Categorized	\$0.00	\$0.00	\$170,100.00	\$140,730.00
<i>Community Agreements</i>					
110-642-9301	Community Agreements	\$107,772.43	\$172,100.00	\$173,100.00	\$154,870.00
Total Expenditures		\$ 243,180.65	\$ 206,410.00	\$ 387,510.00	\$ 384,915.00

FY14 budget notes:

Account number 110-642-5299, Contractual - Non Categorized, is for the demolition of buildings on the West Pine property.

Account number 110-642-6999, Capital - Non Categorized, includes the reserve for the Industrial Park, Hawthorne improvements and cost sharing opportunities.

STREET MAINTENANCE



The Warrensburg Street Maintenance Department mission is to provide our community with the highest quality public service that continually enhances the quality of life for all of our citizens. This commitment is accomplished through the proper utilization of funds and resources with an emphasis on pride of the finished project.

Fiscal Year 2013 Accomplishments

- The crew performed major repairs in-house on the backhoe to extend the service life of the unit
- Implemented a new standard for street name sign installation that is vandal proof.
- Several storm drainage improvements and repairs were completed by Street Department crew which resulted in a significant cost savings
- The Street Maintenance Program asphalt overlay was expanded to take on additional streets and improved the appearance of several major routes
- The Curb and Sidewalk Program addressed ADA accessibility, sidewalk connectivity, and improvements at the Gay and Maguire Street intersection

Fiscal Year 2014 Strategic Plan Initiatives

GOAL III: Maintain an efficient and effective city government that provides quality Community leadership, fosters strong community relationships, and a friendly business atmosphere.

- Continue to maintain essential services to keep up the appearance of the community and improve the desirability of the community for future business development
- Additional training on maintenance and repair of traffic signals through nationally recognized certification.
- As funded, complete asphalt overlay of as many city streets as possible
- Begin street marking program for bicycle routes within the community
- Continue to improve ADA accessibility

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Director of Public Works	Exempt	0.5	0.5	0.5	0.5
Manager of Street Operations	M	1	1	1	1
Project Manager - Streets	K	2	1.5	1.5	1.2
Street Foreman	I	1	1	1	1
Equipment Technician	H	1	1	1	1
Executive Assistant	G	0.5	0	0	0
Project Technician	G	0	0	0	0.5
Sign Technician	G	1	1	1	1
Maintenance Worker II	G	5	5	3	3
Maintenance Worker I	F	1	1	2	2
Totals		13	12	11	11.2

STREET MAINTENANCE



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries & Wages</u>					
110-643-1101	Wages	\$408,319.99	\$386,557.60	\$390,280.00	\$399,094.47
110-643-1102	Wages - Part Time	\$0.00	\$0.00	\$110.93	\$0.00
110-643-1103	Wages - Overtime	\$3,998.14	\$6,641.03	\$6,641.03	\$4,000.00
110-643-1105	Wages - Supplemental	\$1,140.00	\$0.00	\$0.00	\$1,284.00
<u>Employee Taxes</u>					
110-643-2101	FICA Taxes	\$30,758.43	\$30,034.46	\$30,327.73	\$30,934.95
<u>Employee Retirement</u>					
110-643-2201	Employee Retirement	\$37,294.33	\$40,438.54	\$40,822.00	\$39,629.09
<u>Employee Insurance</u>					
110-643-2301	Insurance - Dental	\$8,456.29	\$9,951.84	\$9,951.84	\$9,452.35
110-643-2302	Insurance - Health	\$60,780.01	\$54,919.92	\$54,919.92	\$57,231.55
110-643-2303	Insurance - Health Deductible	\$157.94	\$1,200.00	\$1,200.00	\$0.00
110-643-2304	Insurance - Life	\$972.90	\$993.60	\$993.60	\$887.04
110-643-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$1,581.77
<u>Worker's Compensation</u>					
110-643-2401	Worker's Compensation	\$17,154.58	\$21,847.75	\$21,847.75	\$19,217.68
<u>Unemployment</u>					
110-643-2501	Unemployment	\$2,569.99	\$0.00	\$0.00	\$0.00
<u>Commodities</u>					
110-643-4102	Clothing	\$11,469.61	\$13,500.00	\$13,500.00	\$13,100.00
110-643-4103	Computer Supplies	\$2,060.22	\$250.00	\$250.00	\$0.00
110-643-4104	Custodial Supplies	\$8,298.77	\$5,750.00	\$5,750.00	\$5,000.00
110-643-4106	Lawn and Field Care	\$900.00	\$2,500.00	\$2,500.00	\$2,000.00
110-643-4107	Maintenance & Repair Supplies	\$4,158.32	\$16,000.00	\$12,000.00	\$8,000.00
110-643-4108	Meeting Supplies	\$257.58	\$100.00	\$100.00	\$100.00
110-643-4109	Office Supplies	\$1,010.20	\$750.00	\$750.00	\$550.00
110-643-4113	Sand and Salt	\$20,579.30	\$38,450.00	\$31,312.96	\$38,000.00
110-643-4114	Software	\$0.00	\$0.00	\$0.00	\$2,500.00
110-643-4115	Tools	\$2,761.92	\$2,700.00	\$2,700.00	\$2,800.00
110-643-4199	Supplies - Non Categorized	\$303.93	\$0.00	\$0.00	\$0.00
<u>Utilities</u>					
110-643-5101	Utility - Electric	\$302,901.13	\$275,000.00	\$275,000.00	\$275,000.00
110-643-5102	Utility - Gas	\$991.44	\$1,800.00	\$1,800.00	\$1,800.00
110-643-5103	Utility - Water	\$4,964.34	\$4,700.00	\$4,700.00	\$4,700.00
110-643-5104	Utility - Trash	\$780.00	\$780.00	\$780.00	\$780.00
110-643-5105	Utility - Cable Television	\$74.71	\$75.12	\$75.12	\$73.62
110-643-5106	Utility - Telephone	\$2,098.28	\$1,935.84	\$1,935.84	\$2,030.28
110-643-5107	Utility - Data Access	\$2,519.04	\$2,519.04	\$2,519.04	\$2,519.04
110-643-5108	Fuel	\$58,608.17	\$60,000.00	\$60,000.00	\$60,000.00
<u>Contractual Services</u>					
110-643-5205	Labor/Labor & Equipment	\$4,094.06	\$18,000.00	\$25,137.04	\$2,500.00
110-643-5206	Legal Services	\$12.50	\$0.00	\$0.00	\$0.00
110-643-5209	Rent/Lease	\$14,331.20	\$18,360.00	\$18,360.00	\$19,250.00
110-643-5299	Contractual - Non Categorized	\$612.26	\$5,050.00	\$5,050.00	\$6,550.00

STREET MAINTENANCE



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Meal and Travel</i>					
110-643-5401	Travel - Meals	\$10.00	\$0.00	\$0.00	\$0.00
110-643-5403	Travel - Room	\$344.91	\$100.00	\$100.00	\$500.00
110-643-5404	Schools and Seminars	\$1,628.75	\$1,400.00	\$1,400.00	\$2,000.00
<i>Dues and Memberships</i>					
110-643-5501	Dues and Memberships	\$460.00	\$500.00	\$500.00	\$600.00
<i>Communication</i>					
110-643-5601	Advertising	\$22.40	\$100.00	\$100.00	\$300.00
110-643-5602	Postage	\$7.52	\$0.00	\$0.00	\$0.00
<i>Maintenance and Repair</i>					
110-643-5701	Building Maintenance and Repair	\$3,206.33	\$3,500.00	\$3,500.00	\$2,500.00
110-643-5703	Equipment Maintenance and Rep	\$14,562.67	\$29,000.00	\$33,000.00	\$24,000.00
110-643-5706	Vehicle Maintenance and Repair	\$16,527.44	\$25,000.00	\$25,616.80	\$25,000.00
<i>Services - Non Categorized</i>					
110-643-5903	Health and Wellness	\$247.50	\$150.00	\$150.00	\$150.00
110-643-5904	Employment	\$35.25	\$100.00	\$100.00	\$100.00
<i>Capital - Equipment</i>					
110-643-6207	Equipment - Radios	\$0.00	\$2,000.00	\$2,000.00	\$0.00
<i>Capital - Infrastructure</i>					
110-643-6401	Signs	\$8,391.46	\$23,000.00	\$23,000.00	\$20,000.00
Total Expenditures		\$1,060,833.81	\$1,105,654.74	\$1,110,781.60	\$1,085,715.84

FY14 budget notes:

Account number 110-643-5299, Contractual - Non Categorized, includes emergency repairs, building security and compressor maintenance and a maintenance agreement for the blueprint machine.

CEMETERY



Mission of the City of Warrensburg Sunset Hill Cemetery is to provide the community with a professionally maintained facility and quality service in a caring manner.

Fiscal Year 2013 Accomplishments

- Implemented contract mowing of the cemetery to reduce labor and equipment cost
- Entered cemetery data in program to improve record keeping
- Increase fees for best alignment with other area cemetery fee structures and recovery of costs

Fiscal Year 2014 Strategic Plan Initiatives

GOAL III: Maintain an efficient and effective city government that provides quality community leadership, fosters strong community relationships, and a friendly business atmosphere.

- Continue to enter cemetery records into the system and increased efficiency
- Continue to maintain the cemetery grounds to meet the acceptance of the public and exploring opportunities to reduce operational costs
- Complete cemetery data entry

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Maintenance Foreman	I	1	1	1	1
Totals		1	1	1	1

CEMETERY



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries & Wages</u>					
110-644-1101	Wages	\$31,071.26	\$32,162.41	\$32,500.81	\$30,126.72
110-644-1103	Wages - Overtime	\$22.33	\$100.00	\$100.00	\$510.00
<u>Employee Taxes</u>					
110-644-2101	FICA Taxes	\$2,199.42	\$2,469.26	\$2,495.15	\$2,343.71
<u>Employee Retirement</u>					
110-644-2201	Employee Retirement	\$2,891.66	\$3,201.93	\$3,236.79	\$3,002.40
<u>Employee Insurance</u>					
110-644-2301	Insurance - Dental	\$829.32	\$829.32	\$829.32	\$843.96
110-644-2302	Insurance - Health	\$5,214.35	\$4,992.72	\$4,992.72	\$5,109.96
110-644-2303	Insurance - Health Deductible	\$423.42	\$100.00	\$100.00	\$0.00
110-644-2304	Insurance - Life	\$82.80	\$82.80	\$82.80	\$79.20
110-644-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$141.23
<u>Worker's Compensation</u>					
110-644-2401	Worker's Compensation	\$1,057.50	\$1,513.83	\$1,513.83	\$1,331.78
<u>Commodities</u>					
110-644-4102	Clothing	\$265.89	\$275.00	\$275.00	\$275.00
110-644-4103	Computer Supplies	\$0.00	\$0.00	\$0.00	\$0.00
110-644-4104	Custodial Supplies	\$0.00	\$75.00	\$75.00	\$75.00
110-644-4106	Lawn and Field Care	\$227.04	\$475.00	\$475.00	\$1,150.00
110-644-4107	Maintenance & Repair Supplies	\$977.50	\$300.00	\$300.00	\$300.00
110-644-4108	Meeting Supplies	\$0.00	\$0.00	\$0.00	\$0.00
110-644-4109	Office Supplies	\$119.70	\$0.00	\$30.00	\$100.00
110-644-4115	Tools	\$729.14	\$1,300.00	\$800.00	\$250.00
110-644-4199	Supplies - Non Categorized	\$928.13	\$0.00	\$285.00	\$2,000.00
<u>Utilities</u>					
110-644-5101	Utility - Electric	\$2,782.40	\$1,600.00	\$2,600.00	\$1,800.00
110-644-5102	Utility - Gas	\$665.13	\$400.00	\$725.00	\$400.00
110-644-5103	Utility - Water	\$1,529.31	\$750.00	\$900.00	\$750.00
110-644-5104	Utility - Trash	\$480.00	\$480.00	\$480.00	\$480.00
110-644-5106	Utility - Telephone	\$744.77	\$745.68	\$745.68	\$726.53
110-644-5107	Utility - Data Access	\$599.40	\$599.40	\$599.40	\$599.40
110-644-5108	Fuel	\$2,496.25	\$3,000.00	\$0.00	\$2,000.00
<u>Contractual Services</u>					
110-644-5205	Labor/Labor & Equipment	\$45,669.82	\$55,000.00	\$55,000.00	\$53,985.29
<u>Meal and Travel</u>					
110-644-5401	Travel - Meals	\$0.00	\$0.00	\$0.00	\$0.00
110-644-5404	Schools and Seminars	\$0.00	\$0.00	\$0.00	\$0.00
<u>Maintenance and Repair</u>					
110-644-5701	Building Maintenance and Repair	\$880.11	\$100.00	\$100.00	\$100.00
110-644-5703	Equipment Maintenance and Rep.	\$2,732.27	\$500.00	\$510.00	\$680.00
110-644-5704	Software Maintenance & Repair	\$950.00	\$500.00	\$600.00	\$600.00
110-644-5706	Vehicles Maint	\$41.60	\$0.00	\$0.00	\$600.00

CEMETERY



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Services - Non Categorized</i>					
110-644-5903	Health and Wellness	\$50.00	\$75.00	\$75.00	\$75.00
110-644-5904	Employment	\$0.00	\$75.00	\$75.00	\$0.00
<i>Capital - Equipment</i>					
110-644-6205	Equipment - Mower	\$3,600.01	\$3,600.00	\$5,200.00	\$0.00
<i>Capital - Infrastructure</i>					
110-644-6401	Signs	\$0.00	\$0.00	\$0.00	\$1,000.00
Total Expenditures		\$ 110,260.53	\$ 115,302.35	\$ 115,701.50	\$ 111,435.18

FY14 budget notes:

Account number 110-644-4199, Supplies - Non Categorized, is for a graveside canopy.



DEBT OBLIGATION FOR THE GENERAL FUND



DEBT SCHEDULE BY FISCAL YEAR

ISSUANCE	PURCHASED	FY13	FY14	FY15	FY16	FY17	TOTAL
BOND PRINCIPAL COP 2008B	Vehicles	10,000.00					10,000.00
BOND INTERST COP 2008B	Vehicles	525.00					525.00
BOND FEE EXPENSES COP 2008B	Vehicles	46.83					46.83
LEASE PURCHASE PRINCIPAL	Fire Truck	85,000.00					85,000.00
LEASE PURCHASE INTEREST	Fire Truck	3,697.50					3,697.50
LEASE PURCHASE FEE	Fire Truck	1,306.26					1,306.26
BOND PRINCIPAL COP 2011	Vehicles	33,400.00	33,400.00	9,800.00			76,600.00
BOND INTEREST COP 2011	Vehicles	2,013.00	927.50	171.50			3,112.00
BOND FEES COP 2011	Vehicles	362.50	372.50	0.00			735.00
TOTAL		136,351.09	34,700.00	9,971.50			181,022.59

Note: Fees are estimated for budgeting purposes.



CAPITAL IMPROVEMENT

CAPITAL IMPROVEMENT NARRATIVE



City of Warrensburg Capital Improvements Program is a 5 year plan for capital infrastructure investments including facilities and equipment that support future needs. This program connects City development, comprehensive plans and financial and debt services for long range planning.

Missouri Motor Vehicle Sales Tax, Motor Vehicle Fees, and State Collected Gasoline Revenues provide funding sources for transportation expenditures. The One-Half Cent Sales and Use Taxes are collected as revenue to fund the debt payments on the loans that primarily occurred during construction and remodel of City buildings and for additional infrastructure projects.

For FY14 we have separated the funds based on the sources of revenue. This provides more transparency regarding the revenues and expenditures.

The Capital Improvements in the proposed FY14 Capital Improvement Transportation fund include:

- Street Maintenance
- Curb and Sidewalk Project
- Cost share for installation of a right turn lane at Business 50 and Maguire
- Downtown Phase IIIB Project (Grant Funding provided by the Missouri Department of Transportation (MODOT) – Transportation Enhancement (TE) Fund

The Capital Improvements in the proposed FY14 Capital Improvement Half Cent fund include:

- Information Technology Infrastructure Project
- Storm Water Master Plan
- Entryway Signs
- Hwy DD Trail Extension (East)
- Recycling Dumpsters (Grant Funding provided by the Missouri Department of Natural Resources)

The five year Capital Improvement Plan is included as a separate book in added detail with this budget.

CAPITAL IMPROVEMENT TRANSPORTATION



Description ²		FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013					\$ 523,040.94
<i>Sales Tax</i>					
210-51205	Sales Tax	\$1,448,286.18	\$1,445,373.67	\$1,445,373.67	\$0.00
<i>Use Tax</i>					
210-51305	Use Tax	\$93,158.57	\$94,994.01	\$94,994.01	\$0.00
<i>Intergovernmental - Federal Grants</i>					
210-52105	Grants - Federal	\$103,863.90	\$0.00	\$0.00	\$0.00
<i>Intergovernmental - State Grants</i>					
210-52205	Grants - MODOT	\$335,644.79	\$0.00	\$0.00	\$149,547.00
210-52210	Grants - CDBG	\$102,600.00	\$0.00	\$0.00	\$0.00
210-52220	Grants - Gasoline Tax	\$475,606.40	\$482,355.79	\$482,355.79	\$475,000.00
210-52225	Grants - Motor Vehicle Fee	\$80,031.53	\$80,734.99	\$80,734.99	\$80,000.00
210-52230	Grants - Motor Vehicle Sales	\$115,191.05	\$116,762.87	\$116,762.87	\$120,000.00
210-52235	Grants - Dept Natural Resources	\$0.00	\$0.00	\$0.00	\$0.00
<i>Intergovernmental - Local Grants</i>					
210-52305	Grants - Local	\$34,126.00	\$0.00	\$0.00	\$0.00
<i>Interest Income</i>					
210-57105	Interest on Deposits	\$24.12	\$0.00	\$0.00	\$0.00
<i>Revenue - Non Categorized</i>					
210-59910	Claims / Reimbursements	\$36,000.00	\$0.00	\$9,410.00	\$0.00
210-59920	Lease Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
210-59999	Non Categorized	\$0.00	\$0.00	\$0.00	\$0.00
Total Revenues		\$ 2,824,532.54	\$ 2,220,221.33	\$ 2,229,631.33	\$ 824,547.00
<i>Commodities</i>					
210-680-4108	Meeting Supplies	\$126.97	\$0.00	\$0.00	\$0.00
210-680-4109	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00
<i>Contractual Services</i>					
210-680-5202	Consulting Services	\$157,964.53	\$10,000.00	\$10,000.00	\$0.00
210-680-5206	Legal Services	\$662.50	\$11,200.00	\$1,200.00	\$7,675.00
<i>Meals & Travel</i>					
210-680-5401	Travel - Meals	\$0.00	\$0.00	\$0.00	\$0.00
210-680-5402	Mileage	\$0.00	\$0.00	\$0.00	\$0.00
210-680-5403	Travel - Room	\$0.00	\$0.00	\$0.00	\$0.00
<i>Communication</i>					
210-680-5601	Advertising	\$1,871.08	\$1,600.00	\$1,600.00	\$674.00
210-680-5602	Postage	\$0.00	\$0.00	\$0.00	\$0.00
210-680-5603	Printing and Binding	\$84.81	\$0.00	\$0.00	\$0.00
<i>Maintenance & Repair</i>					
210-680-5703	Equipment Maintenance & Repair	\$190.03	\$40,000.00	\$40,000.00	\$0.00
210-680-5705	Trail Maintenance & Repair	\$0.00	\$0.00	\$0.00	\$0.00
210-680-5707	Road maintenance & Repair	\$20,530.47	\$459,600.00	\$469,010.00	\$399,600.00
<i>Service - Non Categorized</i>					
210-680-5901	Engineering	\$31,760.00	\$0.00	\$15,960.00	\$3,626.95
210-680-5902	Legal Rights	\$26,243.45	\$0.00	\$0.00	\$0.00
210-680-5908	Permits	\$300.00	\$1,000.00	\$1,000.00	\$300.00
210-680-5999	Services - Non Categorized	\$7,385.91	\$149,500.00	\$149,500.00	\$75,000.00

CAPITAL IMPROVEMENT TRANSPORTATION



Description ²	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Capital - Buildings</u>				
210-680-6101 Buildings	\$76,528.00	\$30,000.00	\$30,000.00	\$0.00
<u>Capital - Equipment</u>				
210-680-6201 Equipment - Communications	\$0.00	\$0.00	\$0.00	\$0.00
210-680-6205 Equipment - Mower	\$0.00	\$0.00	\$0.00	\$0.00
<u>Capital - Software</u>				
210-680-6301 System Software	\$0.00	\$50,000.00	\$145,000.00	\$0.00
<u>Capital - Infrastructure</u>				
210-680-6401 Signs	\$994.70	\$19,000.00	\$19,000.00	\$2,000.00
210-680-6403 Roads	\$104,110.99	\$0.00	\$0.00	\$0.00
210-680-6405 Storm Drainage	\$11,899.98	\$88,500.00	\$88,500.00	\$0.00
210-680-6406 Curb / Sidewalk	\$21,642.55	\$69,600.00	\$69,600.00	\$59,600.00
210-680-6499 Infrastructure - Non Categorized	\$1,258,295.42	\$40,000.00	\$40,000.00	\$240,473.00
<u>Capital - Vehicles</u>				
210-680-6501 Vehicles	\$150,618.00	\$0.00	\$40,000.00	\$0.00
<u>Bad Debt</u>				
210-680-9501 Bad Debt	\$9,126.00	\$0.00	\$0.00	\$0.00
Total Expenditures	\$ 1,880,335.39	\$ 970,000.00	\$ 1,120,370.00	\$ 788,948.95
Net Revenue & Expenditures				
	\$ 944,197.15	\$ 1,250,221.33	\$ 1,109,261.33	\$ 35,598.05
Transfer from General Fund	\$10,000.00	\$50,000.00	\$0.00	\$0.00
Transfer from Capital Improvement Half Cent	\$0.00	\$0.00	\$0.00	\$0.00
Transfer from Debt Service Fund	\$9.62	\$0.00	\$0.00	\$0.00
Total Sources	\$ 10,009.62	\$ 50,000.00	\$ 0.00	\$ 0.00
Transfer to General Fund ¹	\$205,477.00	\$205,477.00	\$205,477.00	\$0.00
Transfer to Debt Service Fund	\$1,304,412.16	\$1,294,023.58	\$1,271,778.90	\$148,418.07
Transfer to Neighborhood Improvement Fund	\$90,223.51	\$118,312.50	\$23,440.55	\$0.00
Total Uses	\$ 1,600,112.67	\$ 1,617,813.08	\$ 1,500,696.45	\$ 148,418.07
Net Income	(\$ 645,905.90)	(\$ 317,591.75)	(\$ 391,435.12)	(\$ 112,820.02)
Projected Cash Balance at September 30, 2014				\$ 410,220.92

¹ Historically services provided to the Capital Improvement Funds were accounted for as transfers. Beginning in FY14 these payments are recognized as expenditures in the Capital Improvement fund and as revenue to the General Fund.

² Historically the Capital Improvement Funds were accounted for as combined into one fund. Beginning in FY14 the fund was split into two funds to provide additional visibility to the revenue sources and the allowable expenditures charged against those revenue sources. The historical comparative data shown here relates to the combined fund.

Additional FY14 budget notes:

Account number 210-680-5999, Services - Non Categorized, is for the Business 50 and Maguire Street right turn.

Account number 210-680-6499, Infrastructure - Non Categorized, is for the Downtown Phase IIIB project.

CAPITAL IMPROVEMENT HALF CENT



Description ²	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013				\$ 665,549.48
<u>Sales Tax</u>				
215-51205 Sales Tax	\$0.00	\$0.00	\$0.00	\$1,470,000.00
<u>Use Tax</u>				
215-51305 Use Tax	\$0.00	\$0.00	\$0.00	\$104,000.00
<u>Intergovernmental - Federal Grants</u>				
215-52105 Grants - Federal	\$0.00	\$0.00	\$0.00	\$0.00
<u>Intergovernmental - State Grants</u>				
215-52235 Grant - Depart of Natural Resourc	\$0.00	\$0.00	\$0.00	\$11,335.00
<u>Intergovernmental - Local Grants</u>				
215-52305 Grants - Local	\$0.00	\$0.00	\$0.00	\$0.00
<u>Interest Income</u>				
215-57105 Interest on Deposits	\$0.00	\$0.00	\$0.00	\$0.00
Total Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,585,335.00
<u>Contractual Services</u>				
215-611-5250 Intragovernmental Svc's/Reimb ¹	\$0.00	\$0.00	\$0.00	\$205,477.00
<u>Contractual Services</u>				
215-680-5202 Consulting Services	\$0.00	\$0.00	\$0.00	\$26,000.00
215-680-5206 Legal Services	\$0.00	\$0.00	\$0.00	\$0.00
<u>Service - Non Categorized</u>				
215-680-5901 Engineering	\$0.00	\$0.00	\$0.00	\$90,000.00
215-680-5902 Legal Rights	\$0.00	\$0.00	\$0.00	\$0.00
215-680-5908 Permits	\$0.00	\$0.00	\$0.00	\$1,000.00
215-680-5999 Services - Non Categorized	\$0.00	\$0.00	\$0.00	\$14,124.40
<u>Capital - Equipment</u>				
215-680-6202 Equipment - Computers	\$0.00	\$0.00	\$0.00	\$205,000.00
<u>Capital - Infrastructure</u>				
215-680-6401 Signs	\$0.00	\$0.00	\$0.00	\$59,000.00
Total Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600,601.40
Net Revenue & Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 984,733.60
Transfer from General Fund	\$0.00	\$0.00	\$0.00	\$0.00
Transfer from Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00
Total Sources	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Transfer to Capital Improvement - Transportation	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to Debt Service Fund	\$0.00	\$0.00	\$0.00	\$1,144,776.02
Total Uses	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,144,776.02
Net Income	\$ 0.00	\$ 0.00	\$ 0.00	(\$ 160,042.42)

Projected Cash Balance at September 30, 2014 **\$ 505,507.06**

¹ Historically services provided to the Capital Improvement Funds were accounted for as transfers. Beginning in FY14 these payments are recognized as expenditures in the Capital Improvement fund and as revenue to the General Fund.

² Historically the Capital Improvement Funds were accounted for as combined into one fund. Beginning in FY14 the fund was split into two funds to provide additional visibility to the revenue sources and the allowable expenditures charged against those revenue sources. The historical comparative data for this fund is shown as combined in the Capital Improvement Transportation fund.

Additional FY14 budget notes:

Account number 215-680-5999, Services - Non Categorized, is for the Recycling Grant Expenses.



**DEBT OBLIGATION FOR THE CAPITAL IMPROVEMENT (CIP) FUND - MOTOR VEHICLE TAX****DEBT SCHEDULE BY FISCAL YEAR**

ISSUANCE	PURCHASED	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	TOTAL
BOND PRINCIPAL CPS 2008B	Public Works Vehicles	60,000.00	60,000.00	COPS 08 PW VEHICLES FINAL PYMT						120,000.00
BOND INTEREST CPS 2008B	Public Works Vehicles	6,300.00	3,150.00	SEP 13 RELEASE MOTOR VEHICLE TAX						9,450.00
BOND FEE EXPENSES CPS 2008B	Public Works Vehicles	270.12	1,045.00	OBLIGATION						1,315.12
BOND PRINCIPAL COP 2011	Sign/Service Truck/Street Sweeper	47,400.00	47,500.00	46,700.00	27,800.00	27,800.00	COPS 11 PW VEHICLES FINAL PYMT FEB			197,200.00
BOND INTEREST COP 2011	Sign/Service Truck/Street Sweeper	6,232.00	4,689.75	3,041.25	1,668.00	556.00	2017 RELEASING MOTOR VEHICLE TAX			16,187.00
BOND FEES COP 2011	Sign/Service Truck/Street Sweeper	545.00	535.00	555.00	545.00	545.00	OBLIGATION			2,725.00
TANDEM TRUCK INTEREST	Tandem Truck	5,872.91	5,126.39	4,121.24	3,077.78	1,994.56	870.05			21,062.93
TANDEM TRUCK PRINCIPAL	Tandem Truck	12,804.48	26,371.93	27,377.08	28,420.54	29,503.76	30,628.27			155,106.06
TOTAL FUND		139,424.51	148,418.07	81,794.57	61,511.32	60,399.32	31,498.32			523,046.11



DEBT OBLIGATION FOR THE CIP FUND - HALF CENT SALES TAX



DEBT SCHEDULE BY FISCAL YEAR

ISSUANCE	PURCHASED	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22
BOND PRINCIPAL EXPENSE COP 2007	City Buildings/Fire Dept										
BOND INTEREST COP 2007	City Buildings/Fire Dept	175,748.75	COP 2007 WAS REFINANCED IN COP 2013								
BOND FEE EXPENSES COP 2007	City Buildings/Fire Dept	3,873.75	2,500.00								
BOND PRINCIPAL COP 2008B	Telephone and FFE	50,000.00	COPS 08B TELEPHONE/FFE FINAL								
BOND INTERST COP 2008B	Telephone and FFE	2,625.00	PYMT SEP 13 RELEASING HALF CENT								
BOND FEE EXPENSES COP 2008B	Telephone and FFE	259.05	SALES TAX OBLIGATION								
BOND PRINCIPAL COP 2009	City Buildings	175,000.00	220,000.00	225,000.00	200,000.00	210,000.00	220,000.00	195,000.00	195,000.00	180,000.00	165,000.00
BOND INTEREST COP 2009	City Buildings	94,550.02	89,300.02	82,700.02	75,950.02	69,700.00	61,300.00	53,600.00	45,800.00	38,000.00	30,800.00
BOND FEES COP 2009	City Buildings	996.00	996.00	996.00	996.00	996.00	996.00	996.00	996.00	996.00	996.00
BOND PRINCIPAL COP 2013	Refinancing COP 07 - City Buildings	330,000.00	435,000.00	480,000.00	550,000.00	710,000.00	640,000.00	725,000.00	785,000.00	865,000.00	940,000.00
BOND INTEREST COP 2013	Refinancing COP 07 - City Buildings	96,929.34	189,057.50	178,600.00	166,908.75	153,043.75	136,828.75	121,201.25	103,811.25	84,893.75	64,155.00
BOND FEES COP 2013	Refinancing COP 07 - City Buildings		2,500.00								
BOND PRINCIPAL COP 2010	City Hall Remodel/Hamilton	60,000.00	65,000.00	60,000.00	65,000.00	65,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00
BOND INTEREST COP 2010	City Hall Remodel/Hamilton	140,517.50	138,567.50	136,455.15	134,655.00	132,705.00	130,105.00	127,105.00	124,105.00	121,105.00	118,105.00
BOND FEES COP 2010	City Hall Remodel/Hamilton	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00
TOTAL FUND		1,132,354.41	1,144,776.02	1,165,606.17	1,195,364.77	1,343,299.75	1,266,084.75	1,299,757.25	1,331,567.25	1,366,849.75	1,395,911.00

Note: Fees are estimated for budgeting purposes.

Debt reserve has been set aside to be used as part of the final payment.

**DEBT OBLIGATION FOR THE CIP FUND - HALF CENT SALES TAX****DEBT SCHEDULE BY FISCAL YEAR**

ISSUANCE	PURCHASED	FY23	FY24	FY25	FY26	FY27	FY28	FY29	TOTAL	DEBT RESERVE
BOND PRINCIPAL EXPENSE COP 2007	City Buildings/Fire Dept								0.00	
BOND INTEREST COP 2007	City Buildings/Fire Dept								175,748.75	
BOND FEE EXPENSES COP 2007	City Buildings/Fire Dept								6,373.75	
BOND PRINCIPAL COP 2008B	Telephone and FFE								50,000.00	
BOND INTERST COP 2008B	Telephone and FFE								2,625.00	
BOND FEE EXPENSES COP 2008B	Telephone and FFE								259.05	
BOND PRINCIPAL COP 2009	City Buildings	150,000.00	455,000.00						2,590,000.00	317,821.96
BOND INTEREST COP 2009	City Buildings	24,200.00	18,200.00						684,100.08	
BOND FEES COP 2009	City Buildings	996.00	996.00						11,952.00	
BOND PRINCIPAL COP 2013	Refinancing COP 07 - City Buildings	1,020,000.00	1,005,000.00						8,485,000.00	
BOND INTEREST COP 2013	Refinancing COP 07 - City Buildings	41,595.00	17,683.75						1,354,708.09	
BOND FEES COP 2013	Refinancing COP 07 - City Buildings								2,500.00	
BOND PRINCIPAL COP 2010	City Hall Remodel/Hamilton	85,000.00	80,000.00	415,000.00	435,000.00	455,000.00	475,000.00	500,000.00	3,135,000.00	
BOND INTEREST COP 2010	City Hall Remodel/Hamilton	114,730.00	110,905.00	107,305.00	88,630.00	68,185.00	46,800.00	24,000.00	1,863,980.15	
BOND FEES COP 2010	City Hall Remodel/Hamilton	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	31,535.00	
TOTAL FUND		1,438,376.00	1,689,639.75	524,160.00	525,485.00	525,040.00	523,655.00	525,855.00	18,393,781.87	

DEBT SERVICE

DEBT SERVICE NARRATIVE



Debt Service Fund was established in FY09 to provide visibility to the debt being paid out of the Governmental Funds. This fund does not include debt payments for Neighborhood Improvement District or debt from the Water Pollution Control Fund. Debt payments are made through the debt fund from money transferred from the General, Capital Improvement and Park Funds.

The Missouri Constitution sets limits on the amount of General Obligation debt the City may have as a percentage of the assessed valuation of property within the City. The City is limited to 10% of total assessed valuation for general obligation bonds. The City could have additional general obligation bonds up to another 10% to fund infrastructure items like streets, sewer systems, or other utilities. In general terms this results in a general obligation debt limit in excess of \$38 million. The City currently does not have any general obligation bonds outstanding and therefore the current debt arrangements are not subject to these limits.

For FY14 the City has five Certificates of Participation (COP) and one Lease Purchase Agreement. The Parks and Recreation department has two Certificates of Participation. The City's debt is for the construction of new buildings including Police, Public Works and Animal Shelter, the remodeling of City Hall and Fire Station, fire trucks, siren system, street extension, and Police, Public Works and Fire vehicles. The City's current debt obligations processed through the debt service fund other than Parks & Recreation complete in FY29. The Parks debt is for park equipment, Nassif Aquatic Center and fitness equipment. The Parks current debt obligations processed through the debt service fund complete in FY33.

In FY13 the City refinanced the 2007 Certificate of Participation for a savings of \$499,926. The City also paid off the 2003 Certificate of Participation which purchased a Ladder Truck. In FY14 the City will complete payment off the 2008 Certificate of Participation which purchased vehicles and equipment.

DEBT SERVICE



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013					\$ 0.00
<i>Interest Income</i>					
310-57105	Interest on Deposits	\$0.00	\$0.00	\$0.00	\$0.00
310-57115	Interest Credit	\$194.13	\$0.00	\$0.00	\$0.00
<i>Debt Principal</i>					
310-59910	Claims / Reimbursements	\$9,287.50	\$163,575.00	\$163,575.00	\$158,862.50
Total Revenues		\$9,481.63	\$163,575.00	\$163,575.00	\$158,862.50
<i>Debt Principal</i>					
310-611-7101	Bond Principal	\$781,500.00	\$919,400.00	\$974,400.00	\$1,069,600.00
310-611-7103	Lease Purchase Principal	\$44,136.35	\$97,804.48	\$97,804.48	\$26,371.93
<i>Debt Interest</i>					
310-611-7201	Bond Interest	\$830,202.35	\$796,796.52	\$717,977.09	\$611,560.27
310-611-7203	Lease Purchase Interest	\$7,334.04	\$9,570.41	\$9,570.41	\$5,126.39
<i>Debt Fees</i>					
310-611-7301	Bond Fees	\$9,818.31	\$7,972.00	\$9,546.75	\$11,141.00
310-611-7303	Lease Purchase Fees	\$0.00	\$1,306.26	\$1,306.26	\$0.00
Total Expenditures		\$1,672,991.05	\$1,832,849.67	\$1,810,604.99	\$1,723,799.59
Net Revenue & Expenditures		(\$1,663,509.42)	(\$1,669,274.67)	(\$1,647,029.99)	(\$1,564,937.09)
Transfer from General Fund					
		\$128,125.89	\$136,351.09	\$136,351.09	\$34,700.00
Transfer from Capital Improvement - Trans					
		\$1,304,412.16	\$1,294,023.58	\$1,271,778.90	\$148,418.07
Transfer from Capital Improvement - Half Cent					
		\$0.00	\$0.00	\$0.00	\$1,144,776.02
Transfer from Parks & Recreation					
		\$234,233.61	\$238,900.00	\$238,900.00	\$237,043.00
Total Sources		\$1,666,771.66	\$1,669,274.67	\$1,647,029.99	\$1,564,937.09
Transfer - Capital Improvement					
		\$9.62	\$0.00	\$0.00	\$0.00
Transfer - Parks & Recreation					
		\$0.01	\$0.00	\$0.00	\$0.00
Total Uses		\$9.63	\$0.00	\$0.00	\$0.00
Net Income		\$3,252.61	\$0.00	\$0.00	\$0.00
Projected Cash Balance at September 30, 2014					\$ 0.00



DEBT SERVICE FUND



ISSUANCE	PURCHASED	Funding Source	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25
BOND PRINCIPAL EXPENSE	City Buildings/Fire Dept	Half Cent	0.00												
BOND INTEREST CPS S-2007	City Buildings/Fire Dept	Half Cent	175,748.75												
BOND FEE EXPENSES CPS 2007	City Buildings/Fire Dept	Half Cent	3,874.73	2,500.00											
BOND PRINCIPAL CPS 2008B	Vehicles/Equipment	Half Cent/General/Motor Vehicle	120,000.00	60,000.00											
BOND INTERST CPS 2008B	Vehicles/Equipment	Half Cent/General/Motor Vehicle	9,450.00	3,150.00											
BOND FEE EXPENSES CPS 2008E	Vehicles/Equipment	Half Cent/General/Motor Vehicle	576.00	1,045.00											
LEASE PURCHASE PRINCIPAL	Fire Truck	General Fund	85,000.00												
LEASE PURCHASE INTEREST	Fire Truck	General Fund	3,697.50												
LEASE PURCHASE FEE	Fire Truck	General Fund	1,306.26												
BOND INTEREST COP 2009	City Buildings	Half Cent	94,550.02	89,300.02	82,700.02	75,950.02	69,700.00	61,300.00	53,600.00	45,800.00	38,000.00	30,800.00	24,200.00	18,200.00	
BOND PRINCIPAL COP 2009	City Buildings	Half Cent	175,000.00	220,000.00	225,000.00	200,000.00	210,000.00	220,000.00	195,000.00	195,000.00	180,000.00	165,000.00	150,000.00	455,000.00	
BOND FEES COP 2009B	City Buildings	Half Cent	996.00	996.00	996.00	996.00	996.00	996.00	996.00	996.00	996.00	996.00	996.00	996.00	
BOND INTEREST COP 2009	Nassif/Park Equip	Three-eights Cent	172,387.50	171,037.50	169,687.50	168,337.50	167,087.50	165,287.50	163,537.50	161,537.50	159,537.50	157,537.50	154,737.50	150,537.50	145,337.50
BOND PRINCIPAL COP 2009	Nassif/Park Equip	Three-eights Cent	45,000.00	45,000.00	45,000.00	40,000.00	45,000.00	50,000.00	50,000.00	50,000.00	50,000.00	70,000.00	105,000.00	130,000.00	160,000.00
BOND FEES COP 2009A	Nassif/Park Equip	Three-eights Cent	1,147.00	1,147.00	1,147.00	1,147.00	1,147.00	1,147.00	1,147.00	1,147.00	1,147.00	1,147.00	1,147.00	1,147.00	1,147.00
BOND PRINCIPAL COP 2010	City Hall Remodel/Hamilton	Half Cent/School	205,000.00	210,000.00	210,000.00	220,000.00	65,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	85,000.00	80,000.00	415,000.00
BOND INTEREST COP 2010	City Hall Remodel/Hamilton	Half Cent/School	159,092.50	152,430.00	145,605.00	139,305.00	132,705.00	130,105.00	127,105.00	124,105.00	121,105.00	118,105.00	114,730.00	110,905.00	107,305.00
BOND FEES COP 2010	City Hall Remodel/Hamilton	Half Cent/School	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00	1,855.00
BOND PRINCIPAL COP 2011	Vehicles	Motor Vehicle/General	80,800.00	80,900.00	56,500.00	27,800.00	27,800.00								
BOND INTEREST COP 2011	Vehicles	Motor Vehicle/General	8,245.00	5,617.25	3,212.75	1,668.00	556.00								
BOND FEES COP 2011	Vehicles	Motor Vehicle/General	907.50	907.50	555.00	545.00	545.00								
BOND PRINCIPAL COP 2011	Fitness Equipment	Three-eights Cent	18,600.00	18,700.00	18,300.00										
BOND INTEREST COP 2011	Fitness Equipment	Three-eights Cent	1,574.00	967.75	320.25										
BOND FEES COP 2011	Fitness Equipment	Three-eights Cent	190.50	190.50	190.50										
TANDEM TRUCK INTEREST	Tandem Truck	Motor Vehicle	5,872.91	5,126.39	4,121.24	3,077.78	1,994.56	870.05							
TANDEM TRUCK PRINCIPAL	Tandem Truck	Motor Vehicle	12,804.48	26,371.93	27,377.08	28,420.54	29,503.76	30,628.27							
TANDEM TRUCK FEES	Tandem Truck	Motor Vehicle													
BOND PRINCIPAL COP 2013	Refinancing COP 2007	Half Cent	330,000.00	435,000.00	480,000.00	550,000.00	710,000.00	640,000.00	725,000.00	785,000.00	865,000.00	940,000.00	1,020,000.00	1,005,000.00	
BOND INTEREST COP 2013	Refinancing COP 2007	Half Cent	96,929.34	189,057.50	178,600.00	166,908.75	153,043.75	136,828.75	121,201.25	103,811.25	84,893.75	64,155.00	41,595.00	17,683.75	
BOND FEES COP 2013	Refinancing COP 2007	Half Cent		2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	
TOTAL FUND 310			1,810,604.99	1,723,799.34	1,653,667.34	1,628,510.59	1,619,433.57	1,516,517.57	1,516,941.75	1,546,751.75	1,580,034.25	1,627,095.50	1,701,760.50	1,973,824.25	830,644.50

Note: Fees are estimated for budgeting purposes.

Debt reserve has been set aside to be used as part of the final payment.

Issuance COP 2010 amount includes the portion the School pays thru the City.

In the FY14 Budget Document Parks rounds up their total debt payments to the whole dollar, the debt schedule is not rounded up.

The Debt paid off is offset by the fact that other existing Debt payments increase. Most of the growth in the amount of debt payments affects the Half Cent Tax, per our current debt schedule after FY18 the Motor Vehicle Tax with no have more debt tied to it.

Overall Debt for the Governmental Funds and Parks department (and not including NID's and WPC) begins to decrease in FY14 thru FY20, then increases in FY21 thru FY24. The City Portion of COP 09 are paid off in FY24 utilizing Debt Reserve significantly reducing the City Debt obligation.

DEBT SERVICE FUND



ISSUANCE	PURCHASED	Funding Source	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	TOTAL	DEBT RESERVE
BOND PRINCIPAL EXPENSE	City Buildings/Fire Dept	Half Cent									0.00	
BOND INTEREST CPS S-2007	City Buildings/Fire Dept	Half Cent									175,748.75	
BOND FEE EXPENSES CPS 2007	City Buildings/Fire Dept	Half Cent									6,374.73	
BOND PRINCIPAL CPS 2008B	Vehicles/Equipment	Half Cent/General/Motor Vehicle									180,000.00	
BOND INTERST CPS 2008B	Vehicles/Equipment	Half Cent/General/Motor Vehicle									12,600.00	
BOND FEE EXPENSES CPS 2008E	Vehicles/Equipment	Half Cent/General/Motor Vehicle									1,621.00	
LEASE PURCHASE PRINCIPAL	Fire Truck	General Fund									85,000.00	
LEASE PURCHASE INTEREST	Fire Truck	General Fund									3,697.50	
LEASE PURCHASE FEE	Fire Truck	General Fund									1,306.26	
											0.00	
BOND INTEREST COP 2009	City Buildings	Half Cent									684,100.08	
BOND PRINCIPAL COP 2009	City Buildings	Half Cent									2,590,000.00	317,821.96
BOND FEES COP 2009B	City Buildings	Half Cent									11,952.00	
BOND INTEREST COP 2009	Nassif/Park Equip	Three-eighths Cent	138,137.50	129,362.50	119,012.50	107,312.50	93,812.50	77,662.50	59,137.50	38,712.50	2,869,737.50	385,506.26
BOND PRINCIPAL COP 2009	Nassif/Park Equip	Three-eighths Cent	195,000.00	230,000.00	260,000.00	300,000.00	340,000.00	390,000.00	430,000.00	815,000.00	3,845,000.00	
BOND FEES COP 2009A	Nassif/Park Equip	Three-eighths Cent	1,147.00	1,147.00	1,147.00	1,147.00	1,147.00	1,147.00	1,147.00	1,147.00	24,087.00	
BOND PRINCIPAL COP 2010	City Hall Remodel/Hamilton	Half Cent/School	435,000.00	455,000.00	475,000.00	500,000.00					3,730,000.00	
BOND INTEREST COP 2010	City Hall Remodel/Hamilton	Half Cent/School	88,630.00	68,185.00	46,800.00	24,000.00					1,910,217.50	
BOND FEES COP 2010	City Hall Remodel/Hamilton	Half Cent/School	1,855.00	1,855.00	1,855.00	1,855.00					31,535.00	
BOND PRINCIPAL COP 2011	Vehicles	Motor Vehicle/General									273,800.00	
BOND INTEREST COP 2011	Vehicles	Motor Vehicle/General									19,299.00	
BOND FEES COP 2011	Vehicles	Motor Vehicle/General									3,460.00	
BOND PRINCIPAL COP 2011	Fitness Equipment	Three-eighths Cent									55,600.00	
BOND INTEREST COP 2011	Fitness Equipment	Three-eighths Cent									2,862.00	
BOND FEES COP 2011	Fitness Equipment	Three-eighths Cent									571.50	
TANDEM TRUCK INTEREST	Tandem Truck	Motor Vehicle									21,062.93	
TANDEM TRUCK PRINCIPAL	Tandem Truck	Motor Vehicle									155,106.06	
TANDEM TRUCK FEES	Tandem Truck	Motor Vehicle									0.00	
BOND PRINCIPAL COP 2013	Refinancing COP 2007	Half Cent									8,485,000.00	
BOND INTEREST COP 2013	Refinancing COP 2007	Half Cent									1,354,708.09	
BOND FEES COP 2013	Refinancing COP 2007	Half Cent									27,500.00	
TOTAL FUND 310			859,769.50	885,549.50	903,814.50	934,314.50	434,959.50	468,809.50	490,284.50	854,859.50	26,561,946.90	

Note: Fees are estimated for budgeting purposes.

Debt reserve has been set aside to be used as part of the final payment.

Issuance COP 2010 amount includes the portion the School pays thru the City.

In the FY14 Budget Document Parks rounds up their total debt payments to the whole dollar, the debt schedule is not rounded up.

**NEIGHBORHOOD
IMPROVEMENT
DISTRICT**

NID NARRATIVE



RUSSELL ROAD NEIGHBORHOOD DISTRICT (NID):

The Neighborhood Improvement District Fund was established in the FY01 budget year to account for funds dedicated to the neighborhood improvement district created to fund the extension of Russell Road from Burkarth Road east to PCA Road. Bonds were issued to pay the cost of construction. These bonds are repaid from a special tax assessed against the benefited property owners.

HAWTHORNE NEIGHBORHOOD DISTRICT (NID):

The Hawthorne Neighborhood Improvement District (NID) was first undertaken in 2005 pursuant to a Development Agreement and in accord with state statute. The Hawthorne NID includes various parcels: Hawthorne Plaza, Hawthorne Development, Caleb's Place PUD, and D C Development. Final bonds were issued in 2011 to provide permanent financing for public improvements previously completed. Notices of Assessment were delivered to the property owners and recorded with the Recorder of Deeds. The first of 20 annual assessments were imposed with taxes at the end of 2011. Each lot within the District receives an annual assessment for the life of the NID, which is twenty years.

Upon refusal by property owners of Hawthorne Plaza and Hawthorne Development parcels to reimburse for the NID obligations, the City initiated foreclosure proceedings culminating in a court order to proceed with a Sheriff Auction April 5, 2013. All Hawthorne Plaza lots (6) and 5 of the Hawthorne Development lots listed on order of sale were sold to others and not the City. Compensation to the City totaled \$459,103.44.

The City made credit bids for the remaining lots totals \$191,779.84. See **Exhibit A** for a list of the City owned lots and annual assessment obligations.

NID public improvements included road construction, intersection improvements, street lights, storm water and sanitary sewer and water line extensions with a combined value \$3.1 million.

Regarding incentives within the NID, immediately following the payment of the first two annual installments of Special Assessments by owners of all or any portion of Property within the NID, the City will reimburse such owners amounts expended for any further Special Assessments in an amount not to exceed 50% of the City Sales Tax collected by the City for retail sales by such Reimbursement Owners within the NID Property.

HAWTHORNE TRANSPORTATION DEVELOPMENT DISTRICT (TDD):

Established and platted in 2005, the Hawthorne TDD is a separate political subdivision that includes the Hawthorne NID properties plus Wal-Mart but excluding Lots 4 and 9 of Hawthorne Development. It imposes an additional ½ cent sales tax on businesses located in the TDD, prohibits the location of a discount department store or other discount store and/or a grocery store or supermarket, in excess of 45,000 square feet.

TDD public improvements totaled \$4.3 million.



Exhibit A
City Of Warrensburg

HAWTHORNE NID ASSESSMENT - SHERIFF SALE RESULTS April 5, 2013

<u>Description</u>	<u>Foreclosed Amount</u>	<u>City Credit Bid</u>	<u>Annual Assessment</u>	<u>Remaining Assessments (18) Years</u>
Hawthorne Development LT 004	\$ 16,367.59	\$ 16,367.59	\$ 15,041.11	\$ 270,739.98
Hawthorne Development TR D	\$ 57.85	\$ 57.85	\$ 53.18	\$ 957.24
Hawthorne Development TR E	\$ 58.70	\$ 58.70	\$ 53.97	\$ 971.46
Hawthorne Development TR N	\$ 58.69	\$ 58.69	\$ 53.96	\$ 971.28
Hawthorne Development LT 006	\$ 33,936.33	\$ 33,936.33	\$ 31,185.26	\$ 561,334.68
Hawthorne Development TR L	\$ 64.45	\$ 64.45	\$ 59.35	\$ 1,068.30
Hawthorne Development LT 007	\$ 91,299.57	\$ 91,299.57	\$ 83,898.15	\$ 1,510,166.70
Hawthorne Development LT 008	\$ 35,086.46	\$ 35,086.46	\$ 32,242.39	\$ 580,363.02
Hawthorne Development LT 009	\$ 12,970.49	\$ 12,970.49	\$ 11,918.64	\$ 214,535.52
Hawthorne Development TR J	\$ 43.51	\$ 43.51	\$ 39.78	\$ 716.04
Hawthorne Development TR G	\$ 50.62	\$ 50.62	\$ 46.42	\$ 835.56
Hawthorne Development TR I	\$ 71.50	\$ 71.50	\$ 65.93	\$ 1,186.74
Hawthorne Development TR K	\$ 1,714.08	\$ 1,714.08	\$ 1,575.31	\$ 28,355.58
Total Hawthorne Development	\$ 191,779.84	\$ 191,779.84	\$ 176,233.45	\$ 3,172,202.10

NEIGHBORHOOD IMPROVEMENT DISTRICT



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013					\$ 694,090.50
<i>Property Tax</i>					
410-51120	Property - Special Assessment	\$56,588.77	\$279,200.00	\$556,757.93	\$60,734.48
Total Revenues		\$ 56,588.77	\$ 279,200.00	\$ 556,757.93	\$ 60,734.48
<i>Russell Avenue</i>					
<i>Debt Principal</i>					
410-691-7101	Bond Principal	\$5,000.00	\$5,000.00	\$5,000.00	\$6,000.00
<i>Debt Interest</i>					
410-691-7201	Bond Interest	\$3,515.63	\$3,234.38	\$3,234.38	\$2,925.01
<i>Debt Fees</i>					
410-691-7301	Bond Fees	\$313.50	\$325.00	\$325.00	\$325.00
Total Expenditures		\$ 8,829.13	\$ 8,559.38	\$ 8,559.38	\$ 9,250.01
<i>Hawthorne Development</i>					
<i>Commodities</i>					
410-692-4107	Maintenance & Repair Supplies	\$0.00	\$0.00	\$50.00	\$0.00
<i>Contractual Services</i>					
410-692-5202	Consulting Services	\$4,052.90	\$0.00	\$4,000.00	\$10,000.00
410-692-5206	Legal Services	\$1,487.25	\$0.00	\$7,000.00	\$0.00
<i>Communication</i>					
410-692-5601	Advertising	\$0.00	\$0.00	\$8,786.44	\$0.00
410-692-5602	Postage	\$0.00	\$0.00	\$56.97	\$0.00
<i>Service - Non Categorized</i>					
410-692-5999	Services - Non Categorized	\$0.00	\$0.00	\$30.00	\$0.00
<i>Capital - Non Category</i>					
410-692-6999	Capital - Non Categorized	\$0.00	\$0.00	\$66,278.99	\$0.00
<i>Debt Principal</i>					
410-692-7101	Bond Principal	\$0.00	\$0.00	\$0.00	\$0.00
<i>Debt Interest</i>					
410-692-7201	Bond Interest	\$128,829.16	\$118,312.50	\$118,312.50	\$118,312.50
<i>Debt Fees</i>					
410-692-7301	Bond Fees	\$1,750.00	\$0.00	\$250.00	\$250.00
Total Expenditures		\$ 136,119.31	\$ 118,312.50	\$ 204,764.90	\$ 128,562.50
Net Revenue & Expenditures		(\$ 88,359.67)	\$ 152,328.12	\$ 343,433.65	(\$ 77,078.03)
Transfer from General Fund		\$0.00	\$0.00	\$66,278.99	\$0.00
Transfer from Capital Improvement		\$90,223.51	\$118,312.50	\$23,440.55	\$0.00
Total Sources		\$ 90,223.51	\$ 118,312.50	\$ 89,719.54	\$ 0.00
Net Income		\$ 1,863.84	\$ 270,640.62	\$ 433,153.19	(\$ 77,078.03)
Projected Cash Balance at September 30, 2014					\$ 617,012.47



DEBT OBLIGATION FOR THE NID FUND

DEBT SCHEDULE BY FISCAL YEAR

ISSUANCE	BOND/LEASE	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24
BOND PRINCIPAL	NID RUSSELL AVE	5,000.00	6,000.00	6,000.00	6,000.00	7,000.00	7,000.00	7,000.00	8,000.00	8,000.00			
BOND INTEREST	NID RUSSELL AVE	3,234.38	2,925.01	2,587.51	2,250.01	1,884.38	1,490.63	1,096.88	675.00	225.00			
BOND FEES	NID RUSSELL AVE	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00			
BOND PRINCIPAL	NID BONDS HAWTHORNE			135,000.00	140,000.00	145,000.00	150,000.00	155,000.00	160,000.00	165,000.00	170,000.00	180,000.00	185,000.00
BOND INTEREST	NID BONDS HAWTHORNE	118,312.50	118,312.50	116,287.50	112,162.50	107,887.50	103,462.50	98,693.75	93,575.00	88,087.50	82,225.00	75,650.00	68,350.00
BOND FEES	NID BONDS HAWTHORNE	250.00	250.00										
TOTAL		127,121.88	127,812.51	260,200.01	260,737.51	262,096.88	262,278.13	262,115.63	262,575.00	261,637.50	252,225.00	255,650.00	253,350.00

Note: Fees are estimated for budgeting purposes.

Debt reserve has been established that can assist in the final payment.

DEBT OBLIGATION FOR THE NID FUND



DEBT SCHEDULE BY FISCAL YEAR

ISSUANCE	BOND/LEASE	FY25	FY26	FY27	FY28	FY29	FY30	FY31	TOTAL	DEBT RESERVE
BOND PRINCIPAL	NID RUSSELL AVE								60,000.00	
BOND INTEREST	NID RUSSELL AVE								16,368.80	
BOND FEES	NID RUSSELL AVE								2,925.00	
BOND PRINCIPAL	NID BONDS HAWTHORNE	190,000.00	200,000.00	210,000.00	220,000.00	225,000.00	235,000.00	250,000.00	3,115,000.00	260,937.50
BOND INTEREST	NID BONDS HAWTHORNE	60,850.00	52,925.00	44,468.75	35,600.00	26,140.63	16,078.13	5,468.75	1,424,537.51	
BOND FEES	NID BONDS HAWTHORNE									
TOTAL		250,850.00	252,925.00	254,468.75	255,600.00	251,140.63	251,078.13	255,468.75	4,618,831.31	

OLD DRUM TRANSPORTATION

OLD DRUM NARRATIVE



Old Drum Transportation Fund was established in July 2003 to account for fares, donations, advertising income and contractual expenses with OATS to provide bus service for the residents of Warrensburg that may have no other form of transportation. Service is dependent on adequate revenues and subsidized by the General Fund. Because of the subsidy, this service competes with all our other City services.

OLD DRUM



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013					\$ 13.80
<i>Service & Merchandise</i>					
420-55115	Advertising	\$5,400.00	\$0.00	\$0.00	\$0.00
420-55140	Services	\$11,349.12	\$0.00	\$0.00	\$0.00
<i>Interest Income</i>					
420-57105	Interest on Deposits	\$0.00	\$0.00	\$0.00	\$0.00
<i>Donations</i>					
420-59110	Donations	\$1,007.50	\$0.00	\$0.00	\$0.00
Total Revenues		\$ 17,756.62	\$ 0.00	\$ 0.00	\$ 0.00
<i>Utilities</i>					
420-611-5106	Utility - Telephone	\$2,896.16	\$0.00	\$0.00	\$0.00
420-611-5108	Fuel	\$1,763.29	\$0.00	\$0.00	\$0.00
<i>Contractual Services</i>					
420-611-5207	Management Services	\$33,028.01	\$15,000.00	\$15,000.00	\$15,000.00
<i>Communication</i>					
420-611-5601	Advertising	\$64.48	\$500.00	\$500.00	\$0.00
Total Expenditures		\$ 37,751.94	\$ 15,500.00	\$ 15,500.00	\$ 15,000.00
Net Revenue & Expenditures		(\$ 19,995.32)	(\$ 15,500.00)	(\$ 15,500.00)	(\$ 15,000.00)
Transfer from General Fund		\$13,140.66	\$15,000.00	\$15,000.00	\$15,000.00
Total Sources		\$ 13,140.66	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Net Income		(\$ 6,854.66)	(\$ 500.00)	(\$ 500.00)	\$ 0.00
Projected Cash Balance at September 30, 2014					\$ 13.80



PARKS AND RECREATION

SUMMARY OF PARKS AND RECREATION



Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013				\$ 387,763.72
Property Tax	\$376,224.86	\$365,855.00	\$391,188.00	\$400,000.00
Sales Tax	\$1,040,459.68	\$1,010,220.00	\$1,060,443.00	\$1,050,000.00
Use Tax	\$65,266.20	\$54,262.00	\$71,794.00	\$72,300.00
Intergovernmental - State Grant	\$1,550.00	\$0.00	\$10,000.00	\$45,000.00
Service & Merchandise	\$753,742.75	\$825,000.00	\$727,824.00	\$807,500.00
Asset Sales	\$42.00	\$500.00	\$500.00	\$500.00
Interest Income	\$0.00	\$0.00	\$0.00	\$0.00
Donations	\$12,290.45	\$14,100.00	\$21,067.00	\$29,100.00
Revenue - Non Categorized	\$1,130.66	\$2,000.00	\$19,550.00	\$2,000.00
Total Revenues	\$ 2,250,706.60	\$ 2,271,937.00	\$ 2,302,366.00	\$ 2,406,400.00
Salaries & Wages	\$677,185.60	\$702,358.00	\$678,120.40	\$715,182.00
Employee Taxes	\$50,364.60	\$53,730.00	\$54,014.79	\$54,711.00
Employee Retirement	\$38,168.75	\$44,553.00	\$44,936.46	\$42,960.00
Employee Insurance	\$62,298.60	\$66,055.00	\$66,055.00	\$67,918.00
Worker's Compensation	\$15,214.55	\$21,429.00	\$21,429.00	\$17,368.00
Unemployment	\$1,026.86	\$0.00	\$0.00	\$0.00
Employer Provided Services	\$170.00	\$141.00	\$141.00	\$0.00
Cost of Goods Sold	\$27,114.72	\$27,500.00	\$20,500.00	\$26,500.00
Commodities	\$144,201.06	\$143,025.00	\$143,092.00	\$136,100.00
Utilities	\$299,715.92	\$318,641.00	\$312,151.00	\$314,315.00
Contractual Services	\$332,424.52	\$363,520.00	\$336,499.00	\$363,333.00
Insurance	\$26,021.86	\$31,000.00	\$31,000.00	\$34,700.00
Meal and Travel	\$3,055.42	\$3,750.00	\$3,750.00	\$3,250.00
Dues and Memberships	\$1,583.83	\$1,600.00	\$1,600.00	\$1,500.00
Communication	\$27,739.80	\$37,500.00	\$35,000.00	\$35,000.00
Maintenance & Repair	\$82,999.15	\$42,283.00	\$81,283.00	\$72,800.00
Services - Non Categorized	\$3,246.95	\$4,500.00	\$31,821.00	\$54,835.00
Capital - Buildings	\$31,429.64	\$30,000.00	\$45,318.00	\$27,000.00
Capital - Equipment	\$273,139.77	\$61,250.00	\$100,961.00	\$57,000.00
Capital - Infrastructure	\$30,472.11	\$0.00	\$30,000.00	\$95,000.00
Third Party Ticket Sales	\$29.50	\$100.00	\$100.00	\$100.00
Over (Short)	(\$165.38)	\$100.00	\$100.00	\$100.00
Donations	\$1,550.00	\$0.00	\$0.00	\$0.00
Non Categorized	\$0.03	\$0.00	\$0.00	\$0.00
Total Expenditures	\$ 2,128,987.86	\$ 1,953,035.00	\$ 2,037,871.65	\$ 2,119,672.00
Transfer from General Fund	\$3,745.33	\$0.00	\$0.00	\$0.00
Total Sources	\$ 3,745.33	\$ 0.00	\$ 0.00	\$ 0.00
Transfer to General Fund	\$8,492.86	\$0.00	\$0.00	\$16,022.00
Transfer to Debt Service Fund	\$234,233.61	\$238,900.00	\$238,900.00	\$237,043.00
Total Uses	\$ 242,726.47	\$ 238,900.00	\$ 238,900.00	\$ 253,065.00
Net Income	(\$ 117,262.40)	\$ 80,002.00	\$ 25,594.35	\$ 33,663.00

Projected Cash Balance at September 30, 2014

\$ 421,426.72

PARKS AND RECREATION—REVENUE



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Property Tax</i>					
430-51105	Property Tax - Current	\$347,238.79	\$337,755.00	\$357,271.00	\$368,000.00
430-51110	Property Tax - Delinquent	\$7,158.95	\$6,000.00	\$8,697.00	\$7,500.00
430-51115	Railroad Tax	\$11,650.24	\$12,000.00	\$13,682.00	\$13,500.00
430-51120	Property - Special Assessment	\$0.00	\$0.00	\$0.00	\$0.00
430-51130	M & M Surtax	\$10,176.88	\$10,100.00	\$11,538.00	\$11,000.00
<i>Sales Tax</i>					
430-51205	Sales Tax	\$1,040,459.68	\$1,010,220.00	\$1,060,443.00	\$1,050,000.00
<i>Use Tax</i>					
430-51305	Use Tax	\$65,266.20	\$54,262.00	\$71,794.00	\$72,300.00
<i>Intergovernmental - State Grant</i>					
430-52235	Grant - Dept Natural Resources	\$0.00	\$0.00	\$10,000.00	\$35,000.00
430-52240	Grants - Dept of Conservation	\$0.00	\$0.00	\$0.00	\$10,000.00
430-52250	Grant - Dept of Economic Dev	\$1,550.00	\$0.00	\$0.00	\$0.00
<i>Service & Merchandise</i>					
430-55105	Admissions	\$226,517.12	\$250,000.00	\$197,000.00	\$235,000.00
430-55115	Advertising	\$3,892.76	\$7,000.00	\$3,220.00	\$5,000.00
430-55120	Concessions	\$55,550.21	\$59,000.00	\$43,800.00	\$60,000.00
430-55170	Programs	\$347,158.47	\$368,000.00	\$340,000.00	\$360,000.00
430-55175	Rentals	\$60,262.32	\$70,000.00	\$77,800.00	\$80,000.00
430-55185	Health & Wellness	\$70,496.17	\$83,000.00	\$78,000.00	\$78,000.00
430-55198	Discounts	(\$12,208.80)	(\$14,000.00)	(\$12,000.00)	(\$12,500.00)
430-55199	Services - Non Categorized	\$2,074.50	\$2,000.00	\$4.00	\$2,000.00
<i>Asset Sales</i>					
430-56110	Asset Sales - Equipment	\$42.00	\$500.00	\$500.00	\$500.00
<i>Interest Income</i>					
430-57105	Interest on Deposits	\$0.00	\$0.00	\$0.00	\$0.00
<i>Donations</i>					
430-59105	Donations - United Way	\$6,050.00	\$6,100.00	\$6,100.00	\$6,100.00
430-59110	Donations	\$6,240.45	\$8,000.00	\$14,967.00	\$23,000.00
<i>Revenue - Non Categorized</i>					
430-59905	Grants - Non Governmental	\$0.00	\$0.00	\$250.00	\$0.00
430-59910	Claims / Reimbursements	\$1,130.66	\$2,000.00	\$19,300.00	\$2,000.00
Total Revenues		\$2,250,706.60	\$2,271,937.00	\$2,302,366.00	\$2,406,400.00

FY14 budget notes:

Account number 430-55199, Services - Non Categorized, is for revenue for services that do not fit into any of the services categories.

PARKS—GENERAL ADMINISTRATION



Mission of the City of Warrensburg Parks Administration Department is to provide administrative support to all divisions of Warrensburg Parks and Recreation.

Fiscal Year 2013 Accomplishments

- Finished Warrensburg Community Center Pool Improvements, slide and pool surface within budget
- Hired a consultant firm to develop a master plan of parks, facilities and programs
- Partnered with UCM Construction Management Team on the Lions Lake Trail Project, this year the team found a \$34,000 savings toward the project.
- Assisted in forming the “The Old Drum Best Friend Dog Park” committee to construct a dog park in Cave Hollow Park
- Assisted in the installation of additional software to ensure quality financial abilities for our patrons and staff
- Ensured all departments within Parks and Recreation were provided the opportunities needed for safe and efficient facilities, and materials to accomplish their job

Fiscal Year 2014 Strategic Plan Initiatives

GOAL V: Provide comprehensive facilities that enhance the quality of life for the citizens of Warrensburg.

Action Steps

- Assisted Olsson Associates team in finalizing the Warrensburg Parks and Recreation Master Plan
- Develop plan, obtain partnerships to construct the Lions Lake Trail, following UCM Construction Management Department time-line
- Assisted with Sports Tourism in Warrensburg by conducting Youth baseball and Adult Softball Tournaments. Continue to look at other avenues to bring sporting opportunities to Warrensburg
- Establish and continue partnerships within the community to provide quality community parks and recreation facilities

GOAL VI: Provide comprehensive programs and services that enhance the quality of life for the citizens of Warrensburg.

Action Steps

- Continue to strengthen programs, activities, and facilities that will meet the needs of the citizens of Warrensburg
- Continue to strengthen the software program to meet the needs of our patrons and staff

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Director of Parks and Recreation	Exempt	1	1	1	1
Office Manager	I	1	1	1	1
Totals		2	2	2	2

PARKS—GENERAL ADMINISTRATION



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries & Wages</u>					
430-611-1101	Wages	\$110,152.04	\$108,234.00	\$108,910.80	\$111,681.00
430-611-1105	Wages - Supplemental	\$180.00	\$0.00	\$180.00	\$180.00
<u>Employee Taxes</u>					
430-611-2101	FICA Taxes	\$7,438.01	\$8,280.00	\$8,331.78	\$8,557.00
<u>Employee Retirement</u>					
430-611-2201	Employee Retirement	\$10,167.01	\$11,148.00	\$11,217.72	\$10,962.00
<u>Employee Insurance</u>					
430-611-2301	Insurance - Dental	\$1,658.64	\$1,659.00	\$1,659.00	\$1,688.00
430-611-2302	Insurance - Health	\$10,399.20	\$9,986.00	\$9,986.00	\$10,220.00
430-611-2303	Insurance - Health Deductible	\$0.00	\$200.00	\$200.00	\$0.00
430-611-2304	Insurance - Life	\$165.60	\$166.00	\$166.00	\$158.00
430-611-2305	Health Insurance Tax Fees	\$0.00	\$0.00	\$0.00	\$282.00
<u>Worker's Compensation</u>					
430-611-2401	Worker's Compensation	\$227.69	\$314.00	\$314.00	\$289.00
<u>Commodities</u>					
430-611-4103	Computer Supplies	\$17,749.97	\$22,000.00	\$22,000.00	\$19,000.00
430-611-4109	Office Supplies	\$12,917.33	\$14,942.00	\$14,942.00	\$13,500.00
<u>Utilities</u>					
430-611-5106	Utility - Telephone	\$6,301.37	\$3,500.00	\$3,500.00	\$3,700.00
430-611-5107	Utility - Data Access	\$2,942.31	\$5,306.00	\$5,306.00	\$4,900.00
<u>Contractual Services</u>					
430-611-5202	Consulting Services	\$0.00	\$0.00	\$0.00	\$11,033.00
430-611-5203	Financial Services	\$11,830.95	\$9,000.00	\$9,000.00	\$12,000.00
<u>Insurance</u>					
430-611-5301	Property Insurance	\$26,021.86	\$31,000.00	\$31,000.00	\$34,700.00
<u>Meal and Travel</u>					
430-611-5401	Travel - Meals	\$74.06	\$250.00	\$250.00	\$200.00
430-611-5402	Mileage	\$77.25	\$300.00	\$300.00	\$200.00
430-611-5403	Travel - Room	\$482.69	\$500.00	\$500.00	\$500.00
430-611-5404	Schools and Seminars	\$1,318.00	\$1,500.00	\$1,500.00	\$1,350.00
<u>Dues and Memberships</u>					
430-611-5501	Dues and Memberships	\$1,583.83	\$1,600.00	\$1,600.00	\$1,500.00
<u>Communication</u>					
430-611-5601	Advertising	\$25,661.93	\$34,500.00	\$32,000.00	\$32,500.00
430-611-5602	Postage	\$2,077.87	\$3,000.00	\$3,000.00	\$2,500.00
<u>Services - Non Categorized</u>					
430-611-5903	Health and Wellness	\$0.00	\$0.00	\$45.00	\$0.00
430-611-5904	Employment	\$2,898.95	\$4,500.00	\$3,896.00	\$3,500.00
430-611-5999	Services - Non Categorized	\$0.00	\$0.00	\$27,330.00	\$50,585.00
<u>Capital - Equipment</u>					
430-611-6299	Equipment - Non Categorized	\$0.00	\$500.00	\$500.00	\$500.00
<u>Capital - Infrastructure</u>					
430-611-6402	Recreation Trails	\$30,472.11	\$0.00	\$30,000.00	\$95,000.00
<u>Over (Short)</u>					
430-611-9401	Over (Short)	(\$165.38)	\$100.00	\$100.00	\$100.00
<u>Donations</u>					
430-611-9701	Donations	\$1,550.00	\$0.00	\$0.00	\$0.00
<u>Non Categorized</u>					
430-611-9999	Non Categorized	\$0.03	\$0.00	\$0.00	\$0.00
Total Expenditures		\$ 284,183.32	\$ 272,485.00	\$ 327,734.30	\$ 431,285.00

FY14 budget notes:

Account number 430-611-5999, Services - Non Categorized, is for the Master Plan.

PARKS—MAINTENANCE



Mission of the City of Warrensburg Parks Maintenance Department is to provide maintenance and development of the City's Parks and Recreation facilities. Provide adequate, safe, and attractive buildings/grounds for all citizens of Warrensburg.

Fiscal Year 2013 Accomplishments

- Partnered with Warrensburg Optimist Club to replace bridge at Marr Park, club donated \$2,000 towards the project
- Replace batting cages at Lions Lake Park
- Built clocks for the indoor and outdoor pool areas
- Assisted in the Rotary Garden

Fiscal Year 2014 Strategic Plan Initiatives

GOAL V: Provide comprehensive facilities that enhance the quality of life for the citizens of Warrensburg.

Action Steps

- Maintain the five-year replacement plan for parks maintenance department equipment
- Assist in the construction of the Lions Lake Trail Project
- Continue the development and maintenance of the 400 acres of park land and all facilities within the department

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Parks Maintenance Superintendent	M	0	0	0	1
Parks Operations Manager	L	1	1	1	0
Maintenance Worker II	G	2	2	2	2
Maintenance Worker I	F	1	1	1	1
Totals		4	4	4	4

PARKS—MAINTENANCE



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Salaries & Wages</i>					
430-631-1101	Wages	\$106,228.81	\$121,805.00	\$123,158.60	\$128,063.00
430-631-1102	Wages - Part Time	\$8,328.19	\$10,000.00	\$10,000.00	\$10,270.00
430-631-1103	Wages - Overtime	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
430-631-1105	Wages - Supplemental	\$190.00	\$0.00	\$300.00	\$300.00
<i>Employee Taxes</i>					
430-631-2101	FICA Taxes	\$8,650.75	\$10,198.00	\$10,301.56	\$10,720.00
<i>Employee Retirement</i>					
430-631-2201	Employee Retirement	\$9,275.62	\$12,700.00	\$12,839.44	\$12,727.00
<i>Employee Insurance</i>					
430-631-2301	Insurance - Dental	\$2,276.72	\$3,317.00	\$3,317.00	\$3,376.00
430-631-2302	Insurance - Health	\$17,358.55	\$19,971.00	\$19,971.00	\$20,440.00
430-631-2303	Insurance - Health Deductible	\$500.00	\$400.00	\$400.00	\$0.00
430-631-2304	Insurance - Life	\$282.90	\$332.00	\$332.00	\$317.00
430-631-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$565.00
<i>Worker's Compensation</i>					
430-631-2401	Worker's Compensation	\$3,118.23	\$4,679.00	\$4,679.00	\$3,967.00
<i>Unemployment</i>					
430-631-2501	Unemployment	\$942.65	\$0.00	\$0.00	\$0.00
<i>Commodities</i>					
430-631-4102	Clothing	\$729.64	\$650.00	\$650.00	\$600.00
430-631-4104	Custodial Supplies	\$1,941.68	\$1,900.00	\$2,300.00	\$2,000.00
430-631-4106	Lawn and Field Care	\$15,426.91	\$8,783.00	\$9,500.00	\$10,000.00
430-631-4115	Tools	\$963.64	\$1,000.00	\$1,000.00	\$700.00
<i>Utilities</i>					
430-631-5101	Utility Electric	\$17,937.35	\$18,000.00	\$18,000.00	\$20,000.00
430-631-5102	Utility Gas	\$1,491.58	\$2,500.00	\$2,500.00	\$2,500.00
430-631-5103	Utility - Water	\$22,200.99	\$15,000.00	\$15,000.00	\$20,000.00
430-631-5104	Utility - Trash	\$6,124.05	\$5,600.00	\$6,500.00	\$6,500.00
430-631-5106	Utility - Telephone	\$437.50	\$420.00	\$630.00	\$700.00
430-631-5108	Fuel	\$12,142.24	\$14,000.00	\$14,000.00	\$12,500.00
<i>Contractual Services</i>					
430-631-5205	Labor / Labor & Equipment	\$2,437.10	\$3,000.00	\$1,000.00	\$2,500.00
430-631-5209	Rent / Lease	\$2,910.70	\$3,000.00	\$3,300.00	\$10,000.00
<i>Maintenance & Repair</i>					
430-631-5701	Building Maintenance & Repair	\$4,245.62	\$5,283.00	\$5,283.00	\$4,500.00
430-631-5703	Equipment Maintenance & Repair	\$7,045.91	\$7,500.00	\$7,500.00	\$6,000.00
430-631-5706	Vehicle Maintenance & Repair	\$1,726.46	\$2,000.00	\$2,500.00	\$2,800.00
<i>Capital - Buildings</i>					
430-631-6101	Buildings	\$31,429.64	\$30,000.00	\$45,318.00	\$27,000.00
<i>Capital - Equipment</i>					
430-631-6205	Equipment - Mower	\$7,500.00	\$8,000.00	\$7,500.00	\$7,500.00
Total Expenditures		\$ 293,843.43	\$ 311,538.00	\$ 329,279.60	\$ 328,045.00

PARKS—RECREATION PROGRAMS



Mission of the City of Warrensburg Parks Recreation Department is to provide recreation activities, programming and events that enhance the quality of life for the citizens of Warrensburg.

Fiscal Year 2013 Accomplishments

- 38,423 total visits at Nassif Aquatic Center
- 2,436 youth participated in sports programs.
- \$100,000 saved because of volunteer partnerships within the department
- 20 special events were offered
- 105,249 visits to Warrensburg Community Center
- 461,452 participated in programs and activities offered by WPR
- Provided over 100 free lunches daily for youth this summer

Fiscal Year 2014 Strategic Plan Initiatives

GOAL VI: Provide comprehensive programs and services that enhance the quality of life for the citizens of Warrensburg.

Action Steps

- Obtain over 200 “Friends of the Parks” campaign to inform the community of facts about Warrensburg Parks and Recreation
- To evaluate the quality of all programs and events by comments from the public
- Provide educational opportunities through partnership to promote Warrensburg Green Community
- Partner with Silver Sneakers to provide a free exercise program to our Senior Citizen population
- P.A.R.K.S = People Are the Reason Kids to Seniors
- Ensure all youth are able to participate in any program offered by WPR Obtain \$20,000 in donations for the Scholarship program for youth participation
- Establish and continue partnerships within the community to provide quality community parks and recreation facilities
- Properly train all staff to meet the needs of the community
- Promotion of sportsmanship throughout all sports programs, provided a banquet to honor coaches for the year of service
- Partner with community base organizations and businesses to promote a Fit Community

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Recreation Superintendent	M	1	1	1	1
Marketing Supervisor	J	1	1	1	1
Recreation Supervisor	H	2	2	2	2
Totals		4	4	4	4

PARKS—RECREATION PROGRAMS



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries & Wages</u>					
430-632-1101	Wages	\$146,936.00	\$148,054.00	\$149,407.60	\$143,349.00
430-632-1102	Wages - Part Time	\$179,595.14	\$179,800.00	\$151,000.00	\$185,684.00
430-632-1103	Wages - Overtime	\$0.00	\$0.00	\$0.00	\$0.00
430-632-1105	Wages - Supplemental	\$240.00	\$0.00	\$240.00	\$60.00
<u>Employee Taxes</u>					
430-632-2101	FICA Taxes	\$24,800.02	\$25,080.00	\$25,183.56	\$25,176.00
<u>Employee Retirement</u>					
430-632-2201	Employee Retirement	\$13,885.83	\$15,250.00	\$15,389.44	\$14,054.00
<u>Employee Insurance</u>					
430-632-2301	Insurance - Dental	\$2,341.92	\$3,317.00	\$3,317.00	\$3,376.00
430-632-2302	Insurance - Health	\$20,857.40	\$19,971.00	\$19,971.00	\$20,440.00
430-632-2303	Insurance - Health Deductible	\$0.00	\$400.00	\$400.00	\$0.00
430-632-2304	Insurance - Life	\$331.20	\$331.00	\$331.00	\$317.00
430-632-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$565.00
<u>Worker's Compensation</u>					
430-632-2401	Worker's Compensation	\$8,554.52	\$11,508.00	\$11,508.00	\$9,316.00
<u>Unemployment</u>					
430-632-2501	Unemployment	\$84.21	\$0.00	\$0.00	\$0.00
<u>Employer Provided Services - Other</u>					
430-632-2601	Flex Spending Account	\$85.00	\$60.00	\$60.00	\$0.00
<u>Cost of Goods Sold</u>					
430-632-3101	COGS - Food/Beverage	\$26,600.18	\$27,000.00	\$20,000.00	\$26,000.00
430-632-3202	COGS - Pro Shop	\$514.54	\$500.00	\$500.00	\$500.00
<u>Commodities</u>					
430-632-4102	Clothing	\$395.59	\$650.00	\$650.00	\$500.00
430-632-4111	Program Supplies	\$59,965.04	\$60,500.00	\$57,500.00	\$56,500.00
430-632-4116	Aquatic Supplies	\$5,317.47	\$2,550.00	\$4,500.00	\$5,300.00
<u>Utilities</u>					
430-632-5106	Utility - Telephone	\$560.00	\$1,050.00	\$1,050.00	\$1,050.00
<u>Contractual Services</u>					
430-632-5205	Labor / Labor & Equipment	\$29,602.08	\$31,349.00	\$31,349.00	\$30,000.00
430-632-5206	Legal Services	\$1,346.75	\$800.00	\$1,500.00	\$1,500.00
430-632-5207	Management Services	\$273,470.20	\$279,057.00	\$279,850.00	\$287,300.00
430-632-5209	Rent / Lease	\$6,926.68	\$7,500.00	\$7,500.00	\$6,000.00
<u>Meal and Travel</u>					
430-632-5404	Schools and Seminars	\$1,103.42	\$1,200.00	\$1,200.00	\$1,000.00
<u>Maintenance & Repair</u>					
430-632-5703	Equipment Maintenance & Repair	\$1,423.21	\$1,500.00	\$3,000.00	\$2,500.00
<u>Service - Non Categorized</u>					
430-632-5903	Health and Wellness	\$348.00	\$0.00	\$109.00	\$500.00
430-632-5904	Employment	\$0.00	\$0.00	\$286.00	\$250.00
<u>Capital - Equipment</u>					
430-632-6203	Equipment - Fitness	\$256.15	\$750.00	\$750.00	\$4,000.00
430-632-6208	Equipment - Ballfields	\$0.00	\$0.00	\$0.00	\$5,000.00
430-632-6209	Equipment - Playground	\$0.00	\$0.00	\$34,211.00	\$0.00
<u>Third Party Ticket Sales</u>					
430-632-9201	Third Party Tickets / Passes	\$29.50	\$100.00	\$100.00	\$100.00
Total Expenditures		\$ 805,570.05	\$ 818,277.00	\$ 820,862.60	\$ 830,337.00

PARKS—COMMUNITY CENTER



Mission of the City of Warrensburg Parks Community Center is to provide supervision for scheduling of activities, programs, and maintenance of the facilities within the Parks and Recreation Department.

Fiscal Year 2013 Accomplishments

- Installed energy efficient lighting in the Warrensburg Community Center
- Re-upholstered furniture in lobby of Community Center
- Upgraded security camera system, pumps and control panel, repaired and sealed coated employee parking lot at the Community Center
- Painted the interior of the Warrensburg Community Center
- Provided 95 hours a week for seniors to babies' opportunity to enjoy the gym, track, indoor pools, multipurpose rooms, senior citizen center, programs and fitness center
- Installation of a new slide for the indoor pool
- Resurfaced the leisure pool and lap indoor pool
- Ensured the cleanliness of the senior citizens center in order to serve 51,562 meals

Fiscal Year 2014 Strategic Plan Initiatives

GOAL VI: Provide comprehensive programs and services that enhance the quality of life for the citizens of Warrensburg.

Action Steps

- Provide educational opportunities to promote Warrensburg Green Community
- Ensure each patron has pleasant experiences while signing up for a program, activity or facility
- Establish and continue partnership within the community to provide quality recreation facilities

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Maintenance Superintendent	M	1	1	1	1
Totals		1	1	1	1

PARKS—COMMUNITY CENTER



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries & Wages</u>					
430-633-1101	Wages	\$51,661.44	\$52,965.00	\$53,303.40	\$53,119.00
430-633-1102	Wages - Part Time	\$73,578.98	\$80,000.00	\$80,000.00	\$80,856.00
430-633-1103	Wages - Overtime	\$0.00	\$0.00	\$0.00	\$0.00
430-633-1105	Wages - Supplemental	\$95.00	\$0.00	\$120.00	\$120.00
<u>Employee Taxes</u>					
430-633-2101	FICA Taxes	\$9,475.82	\$10,172.00	\$10,197.89	\$10,258.00
<u>Employee Retirement</u>					
430-633-2201	Employee Retirement	\$4,840.29	\$5,455.00	\$5,489.86	\$5,217.00
<u>Employee Insurance</u>					
430-633-2301	Insurance - Dental	\$829.32	\$829.00	\$829.00	\$844.00
430-633-2302	Insurance - Health	\$5,214.35	\$4,993.00	\$4,993.00	\$5,110.00
430-633-2303	Insurance - Health Deductible	\$0.00	\$100.00	\$100.00	\$0.00
430-633-2304	Insurance - Life	\$82.80	\$83.00	\$83.00	\$79.00
430-633-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$141.00
<u>Worker's Compensation</u>					
430-633-2401	Worker's Compensation	\$3,314.11	\$4,928.00	\$4,928.00	\$3,796.00
<u>Employer Provided Services - Other</u>					
430-633-2601	Flex Spending Account	\$85.00	\$81.00	\$81.00	\$0.00
<u>Commodities</u>					
430-633-4102	Clothing	\$355.95	\$550.00	\$550.00	\$500.00
430-633-4103	Computer Supplies	\$0.00	\$0.00	\$0.00	\$0.00
430-633-4104	Custodial Supplies	\$21,438.58	\$20,000.00	\$20,000.00	\$20,000.00
430-633-4107	Maintenance & Repair Supplies	\$4,255.45	\$5,500.00	\$5,500.00	\$4,500.00
430-633-4199	Supplies - Non Categorized	\$2,743.81	\$4,000.00	\$4,000.00	\$3,000.00
<u>Utilities</u>					
430-633-5101	Utility - Electric	\$139,655.13	\$150,000.00	\$150,000.00	\$150,000.00
430-633-5102	Utility - Gas	\$48,801.97	\$70,200.00	\$62,200.00	\$58,000.00
430-633-5103	Utility - Water	\$37,895.48	\$30,100.00	\$30,100.00	\$31,000.00
430-633-5104	Utility - Trash	\$2,761.53	\$2,500.00	\$2,900.00	\$3,000.00
430-633-5105	Utility - Cable Television	\$149.42	\$150.00	\$150.00	\$150.00
430-633-5106	Utility - Telephone	\$315.00	\$315.00	\$315.00	\$315.00
430-633-5107	Utility - Data Access	\$0.00	\$0.00	\$0.00	\$0.00
<u>Contractual Services</u>					
430-633-5205	Labor / Labor & Equipment	\$3,900.06	\$3,000.00	\$3,000.00	\$3,000.00
430-633-5206	Legal Services	\$0.00	\$26,814.00	\$0.00	\$0.00
<u>Maintenance & Repair</u>					
430-633-5701	Building Maintenance & Repair	\$35,559.48	\$26,000.00	\$35,000.00	\$30,000.00
430-633-5703	Equipment Maintenance & Repair	\$32,998.47	\$0.00	\$28,000.00	\$27,000.00
430-633-5706	Vehicle Maintenance & Repair	\$0.00	\$0.00	\$0.00	\$0.00
<u>Services - Non Categorized</u>					
430-611-5903	Health and Wellness	\$0.00	\$0.00	\$50.00	\$0.00
430-611-5904	Employment	\$0.00	\$0.00	\$105.00	\$0.00
<u>Capital - Equipment</u>					
430-633-6299	Equipment - Non Categorized	\$265,383.62	\$52,000.00	\$58,000.00	\$40,000.00
Total Expenditures		\$ 745,391.06	\$ 550,735.00	\$ 559,995.15	\$ 530,005.00

FY14 budget notes:

Account number 430-633-4199, Supplies - Non Categorized, is for supplies not included in the other categories examples would be fitness/pool bands, batteries and padding.

Account number 430-633-6299, Equipment - Non Categorized, includes building temperature controls and a Community Center pool area pump repair.

DEBT OBLIGATION - PARKS FUND



DEBT SCHEDULE BY FISCAL YEAR

ISSUANCE	PURCHASED	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25
BOND PRINCIPAL COP 2011	Fitness Equipment	\$18,600.00	\$18,700.00	\$18,300.00										
BOND INTEREST COP 2011	Fitness Equipment	\$1,574.00	\$967.75	\$320.25										
BOND FEES COP 2011	Fitness Equipment	\$190.50	\$190.50	\$190.50										
BOND PRINCIPAL COP 2009A	Nassif/Park Equip	\$45,000.00	\$45,000.00	\$45,000.00	\$40,000.00	\$45,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$70,000.00	\$105,000.00	\$130,000.00	\$160,000.00
BOND INTEREST 2009A	Nassif/Park Equip	\$172,387.50	\$171,037.50	\$169,687.50	\$168,337.50	\$167,087.50	\$165,287.50	\$163,537.50	\$161,537.50	\$159,537.50	\$157,537.50	\$154,737.50	\$150,537.50	\$145,337.50
BOND FEES COP 2009A	Nassif/Park Equip	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00
TOTAL		\$238,899.00	\$237,042.75	\$234,645.25	\$209,484.50	\$213,234.50	\$216,434.50	\$214,684.50	\$212,684.50	\$210,684.50	\$228,684.50	\$260,884.50	\$281,684.50	\$306,484.50

Note: Fees are estimated for budgeting purposes.

Debt reserve has been set aside to be used as part of the final payment.

In the FY14 Budget Document Parks rounds up their total debt payments to the whole dollar, the debt schedule is not rounded up.

INTERFUND LOAN - GENERAL FUND TO PARKS FUND FOR LION'S LAKE

	FY13	FY14	FY15	FY16	FY17	FY18	FY19	TOTAL
	\$0.00	\$14,285.72	\$14,285.72	\$14,285.72	\$14,285.72	\$14,285.72	\$14,285.72	\$85,714.32 PRINCIPAL
	\$0.00	\$1,735.72	\$1,350.00	\$964.29	\$578.58	\$1,350.01	\$2,121.44	\$8,100.04 INTEREST
	\$0.00	\$16,021.44	\$15,635.72	\$15,250.01	\$14,864.30	\$15,635.73	\$16,407.16	\$93,814.36 TOTAL

In these calculations interest is considered to be an annual rate paid semi annually.

In addition, the fiscal year column assumes that the payments will be made in March and September of each year.

Payments scheduled September 2012 to September 2013 have been deferred to the end of the loan.

DEBT OBLIGATION - PARKS FUND



DEBT SCHEDULE BY FISCAL YEAR

ISSUANCE	PURCHASED	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	TOTAL	DEBT RESERVE
BOND PRINCIPAL COP 2011	Fitness Equipment									\$55,600.00	
BOND INTEREST COP 2011	Fitness Equipment									\$2,862.00	
BOND FEES COP 2011	Fitness Equipment									\$571.50	
BOND PRINCIPAL COP 2009A	Nassif/Park Equip	\$195,000.00	\$230,000.00	\$260,000.00	\$300,000.00	\$340,000.00	\$390,000.00	\$430,000.00	\$815,000.00	\$3,845,000.00	\$385,506.26
BOND INTEREST 2009A	Nassif/Park Equip	\$138,137.50	\$129,362.50	\$119,012.50	\$107,312.50	\$93,812.50	\$77,662.50	\$59,137.50	\$38,712.50	\$2,869,737.50	
BOND FEES COP 2009A	Nassif/Park Equip	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$1,147.00	\$24,087.00	
TOTAL		\$334,284.50	\$360,509.50	\$380,159.50	\$408,459.50	\$434,959.50	\$468,809.50	\$490,284.50	\$854,859.50	\$6,797,858.00	

WATER POLLUTION CONTROL

WATER POLLUTION CONTROL NARRATIVE



City of Warrensburg Water Pollution Control Division is under the supervision of the Public Works Department. The Administration budget includes wastewater billing to customers, and payment of the State Revolving Fund bonds and loan for the improvements made to the plants and the collection system. The City ended the contract with Missouri American Water Company to include the sewer billing with the water bill. We are contracting the billing out with TPi Billing Solutions to continue service for our sewer customers.

As this fund is an Enterprise fund, designed to recover all expenditures through rates, the FY14 proposed budget is presented on the accrual basis of accounting. The debt principal money received and debt principal amounts paid are changes in liabilities and ***are not budgeted as revenues or expenditures***. Likewise capital improvements or assets procured are changes in assets and ***are not budgeted as expenditures***. Conversely under the accrual basis, the economic use or consumption of assets are recognized as depreciation and ***included in the expenditures*** section of this budget. In accordance with the current budgeting policies the effects of these items on the change in cash balances are shown near the bottom of the summary budget pages. The City also modified the method of reporting the payments made to the General Fund. These payments are in recognition of reimbursement for administrative type services such as Accounting, Information Technology, Human Resources, and overall management provided through the General Fund. Therefore, beginning with the FY14 budget, these payments are shown as an expense in this fund and as a revenue in the General Fund. Historically these payments were reflected as transfers.

There are two wastewater treatment plants located northwest and northeast of the City, each serving the East and West halves of the City. Additionally the City services the Southeast Sewer District which sits outside the existing city limits. The plants have been upgraded to a reed bed sludge digestion system rather than the land application of the sludge. This is a very successful alternative for the City with labor and land application equipment costs reduced.

The wastewater collection system maintains the sewer collection lines throughout the city. This department is responsible for the upkeep and cleaning of the lines to avoid any problems in the future. The ability to camera the lines, helps determine the trouble areas with tree roots, or breaks in the line before there is a major problem. An aggressive schedule is set for problem lines by using a monthly, quarterly and annual cleaning and inspections.

SUMMARY OF WATER POLLUTION CONTROL (WPC)



Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013				\$0.00
Permits	\$3,186.00	\$8,000.00	\$3,000.00	\$2,800.00
Service & Merchandise	\$3,429,656.25	\$3,060,240.00	\$4,405,286.00	\$4,199,308.00
Asset Sales	\$535.00	\$0.00	\$1,500.00	\$0.00
Interest Income	\$459,179.66	\$400,000.00	\$400,000.00	\$485,650.00
Revenue - Non Categorized	\$973.10	\$0.00	\$11,859.11	\$0.00
Total Revenues	\$ 3,893,530.01	\$ 3,468,240.00	\$ 4,821,645.11	\$ 4,687,758.00
Salaries & Wages	\$505,245.39	\$504,525.90	\$517,051.03	\$550,488.61
Employee Taxes	\$36,669.39	\$38,596.23	\$38,941.28	\$42,112.38
Employee Retirement	\$47,931.08	\$51,966.17	\$52,419.35	\$53,947.88
Employee Insurance	\$76,721.08	\$78,062.92	\$78,062.92	\$85,206.02
Worker's Compensation	\$10,000.00	\$14,035.97	\$14,035.97	\$13,731.35
Employer Provided Services - Other	\$0.00	\$0.00	\$0.00	\$0.00
Cost of Goods Sold	\$0.00	\$0.00	\$0.00	\$0.00
Commodities	\$47,070.11	\$45,330.00	\$45,685.00	\$57,363.00
Utilities	\$339,590.52	\$314,800.08	\$323,185.08	\$320,640.64
Contractual Services ¹	\$189,182.68	\$243,450.00	\$251,596.00	\$500,010.00
Meal and Travel	\$3,171.76	\$2,615.00	\$3,390.00	\$3,850.00
Dues and Memberships	\$1,135.00	\$1,600.00	\$1,880.00	\$1,700.00
Communication	\$2,941.77	\$700.00	\$1,150.00	\$2,000.00
Maintenance & Repair	\$19,793.53	\$62,600.00	\$72,247.00	\$73,800.00
Services - Non Categorized	\$9,226.56	\$13,210.00	\$13,972.00	\$21,160.00
Capital - Buildings	\$0.00	\$20,000.00	\$0.00	\$0.00
Capital - Equipment	\$13,093.07	\$99,855.00	\$99,855.00	\$10,155.00
Capital - Infrastructure	\$0.00	\$0.00	\$0.00	\$0.00
Capital - Land Easement	\$3,297.00	\$0.00	\$0.00	\$0.00
Debt Principal	\$0.00	\$0.00	\$0.00	\$0.00
Debt Interest	\$662,170.22	\$712,452.00	\$712,452.00	\$711,623.50
Debt Fees	\$75,649.83	\$44,502.00	\$44,502.00	\$44,502.00
Bad Debt	\$50,473.05	\$35,000.00	\$100,000.00	\$35,000.00
Depreciation	\$1,408,109.76	\$0.00	\$1,415,000.00	\$1,415,000.00
Total Expenditures	\$ 3,501,471.80	\$ 2,283,301.27	\$ 3,785,424.63	\$ 3,942,290.38
Net Revenues & Expenditures	\$ 392,058.21	\$ 1,184,938.73	\$ 1,036,220.48	\$ 745,467.62
Transfer to General Fund ¹	\$292,110.00	\$292,110.00	\$292,110.00	\$0.00
Total Uses	\$ 292,110.00	\$ 292,110.00	\$ 292,110.00	\$ 0.00
Net Income	\$ 99,948.21	\$ 892,828.73	\$ 744,110.48	\$ 745,467.62
Additional Items Affecting Cash Balance				
Depreciation Included In Expense - Not Requiring Cash				\$1,415,000.00
Increase (Decrease) In Other Assets				(\$71,000.00)
(Decrease) Increase In Liabilities				(\$1,715,902.50)
Change From Due To / From Accounts				(\$144,390.49)
Projected Cash Balance at September 30, 2014				\$ 229,174.63

¹ Administrative services provided by the General Fund have historically been accounted for as transfers. Beginning in FY14 these expenses are accounted for as an expense to this enterprise fund and a revenue to the General Fund.

WATER POLLUTION CONTROL—REVENUE



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Permits</i>					
610-53215	Permit - Discharge	\$3,186.00	\$8,000.00	\$3,000.00	\$2,800.00
<i>Service & Merchandise</i>					
610-55125	Connections	\$9,525.00	\$8,000.00	\$19,400.00	\$24,000.00
610-55140	Services	\$3,334,695.45	\$3,000,000.00	\$4,382,096.00	\$4,171,833.00
610-55165	Penalties	\$83,193.80	\$50,000.00	\$1,550.00	\$2,000.00
610-55175	Rentals	\$2,240.00	\$2,240.00	\$2,240.00	\$1,475.00
610-55199	Services - Non Categorized	\$2.00	\$0.00	\$0.00	\$0.00
<i>Asset Sales</i>					
610-56110	Asset Sales - Equipment	\$535.00	\$0.00	\$1,500.00	\$0.00
<i>Interest Income</i>					
610-57115	Interest Credit	\$459,176.72	\$400,000.00	\$400,000.00	\$485,500.00
610-57120	Earnings Credit	\$2.94	\$0.00	\$0.00	\$50.00
610-57125	Payment Terms Discounts	\$0.00	\$0.00	\$0.00	\$100.00
<i>Revenue - Non Categorized</i>					
610-59910	Claims / Reimbursements	\$517.70	\$0.00	\$9,713.11	\$0.00
610-59925	Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00
610-5999	Non - Categorized	\$455.40	\$0.00	\$2,146.00	\$0.00
Total Revenues		\$3,893,530.01	\$3,468,240.00	\$4,821,645.11	\$4,687,758.00



Mission of the City of Warrensburg Water Pollution Control Administration Department is to oversee safe and efficient sewer collection and sanitary sewer water treatment for the City and stay in compliance with state and federal standards.

Fiscal Year 2013 Accomplishments

- Implemented changes to the operation of the plants due to Department of Natural Resources (DNR) requirements.
- Completed the North Pump Station, Lagoon Bypass and Northwest Interceptor project and documentation.
- Managed the start-up of the new Pump Station and Lagoon closure procedure to assure DNR compliance.
- Worked to reduce delinquencies by starting shut-offs of accounts in arrears.
- Worked with staff and DNR to achieve permit modification for Copper discharge.

Fiscal Year 2014 Strategic Plan Initiatives

- Continue to implement high standards for service over the entire sewer treatment collection division.
- Continue implementing the Inflow and Infiltration program.
- Provide knowledge to employees at both treatment plants for full compliance during the current year and into the future.
- Initiate an expanded FOG (fats, oils, and grease) program to obtain greater compliance from the public and restaurant establishments.

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Director of Public Works	Exempt	0.5	0.5	0.5	0.5
Project Manager - WPC	K	0	0.5	0.5	0.8
Project Technician	G	0	0	0	0.5
Executive Assistant	G	0.5	0	0	0
Totals		1	1	1	1.8

WPC—GENERAL ADMINISTRATION



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries & Wages</u>					
610-611-1101	Wages	\$52,516.74	\$52,821.60	\$53,160.00	\$79,954.91
610-611-1102	Wages Part Time	\$0.00	\$0.00	\$8,125.93	\$0.00
610-611-1103	Wages - Overtime	\$331.15	\$85.59	\$85.59	\$88.89
610-611-1105	Wages - Supplemental	\$180.00	\$0.00	\$0.00	\$216.00
<u>Employee Taxes</u>					
610-611-2101	FICA Taxes	\$3,580.83	\$4,047.40	\$4,081.77	\$6,139.87
<u>Employee Retirement</u>					
610-611-2201	Retirement - Lagers	\$6,424.08	\$5,449.44	\$5,484.30	\$7,865.46
<u>Employee Insurance</u>					
610-611-2301	Insurance - Dental	\$585.39	\$829.32	\$829.32	\$1,519.13
610-611-2302	Insurance - Health	\$5,667.29	\$4,992.72	\$4,992.72	\$9,197.93
610-611-2303	Insurance - Health Deductible	\$0.00	\$100.00	\$100.00	\$0.00
610-611-2304	Insurance - Life	\$82.80	\$82.80	\$82.80	\$142.56
610-611-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$254.21
<u>Worker's Compensation</u>					
610-611-2401	Worker's Compensation	\$2,062.93	\$2,835.83	\$2,835.83	\$3,595.57
<u>Commodities</u>					
610-611-4103	Computer Supplies	\$1,347.91	\$250.00	\$90.00	\$0.00
610-611-4108	Meeting Supplies	\$126.98	\$150.00	\$150.00	\$150.00
610-611-4109	Office Supplies	\$430.50	\$500.00	\$500.00	\$500.00
610-611-4114	Software	\$0.00	\$0.00	\$0.00	\$5,383.00
<u>Utilities</u>					
610-611-5106	Utility - Telephone	\$157.56	\$0.00	\$160.00	\$220.56
<u>Contractual Services</u>					
610-611-5201	Audit Services	\$6,207.50	\$6,500.00	\$5,741.00	\$6,500.00
610-611-5203	Financial Services	\$9.54	\$0.00	\$105.00	\$180.00
610-611-5206	Legal Services	\$4,835.00	\$5,000.00	\$5,000.00	\$10,000.00
610-611-5250	Intragovernmental Services/Reim	\$0.00	\$0.00	\$0.00	\$292,110.00
610-611-5299	Contractual - Non Categorized	\$89,802.65	\$102,400.00	\$111,200.00	\$91,970.00
<u>Meal and Travel</u>					
610-611-5403	Travel - Room	\$79.16	\$0.00	\$0.00	\$0.00
610-611-5404	Schools and Seminars	\$90.00	\$100.00	\$100.00	\$100.00
<u>Dues and Memberships</u>					
610-611-5501	Dues and Memberships	\$135.00	\$100.00	\$380.00	\$200.00
<u>Communication</u>					
610-511-5601	Advertising	\$215.25	\$0.00	\$0.00	\$100.00
610-611-5603	Printing and Binding	\$0.00	\$250.00	\$250.00	\$500.00
<u>Services - Non Categorized</u>					
610-611-5901	Engineering	\$0.00	\$0.00	\$0.00	\$6,000.00
610-611-5903	Health and Wellness	\$0.00	\$35.00	\$35.00	\$35.00
610-611-5304	Employment	\$5.25	\$0.00	\$24.00	\$100.00
610-611-5908	Permits	\$0.00	\$7,500.00	\$7,850.00	\$8,550.00
610-611-5999	Services - Non Categorized	\$6,799.71	\$0.00	\$0.00	\$0.00
<u>Debt - Principal</u>					
610-611-7101	Bond Principal	\$0.00	\$0.00	\$0.00	\$0.00
<u>Debt - Interest</u>					
610-611-7201	Bond Interest	\$662,170.22	\$712,452.00	\$712,452.00	\$711,623.50
<u>Debt Fees</u>					
610-611-7301	Bond Fees	\$75,649.83	\$44,502.00	\$44,502.00	\$44,502.00
<u>Bad Debt</u>					
610-611-9501	Bad Debt	\$50,473.05	\$35,000.00	\$100,000.00	\$35,000.00
<u>Depreciation</u>					
610-611-9601	Depreciation	\$1,408,109.76	\$0.00	\$1,415,000.00	\$1,415,000.00
Total Expenditures		\$2,378,076.08	\$985,983.70	\$2,483,317.26	\$2,737,698.59

FY14 budget notes:

Account number 610-671-5299, Contractual - Non Categorized, includes payment to TPI for sewer billing and Firstech for processing payments and Missouri American Water Company for shut-off charges.

WPC WASTEWATER TREATMENT PLANTS



Mission of the City of Warrensburg Water Pollution Control Treatment Plants Department is to operate and maintain the facility in the most effective manner to properly treat the wastewater. This is accomplished by following current approved federal and state policies and regulations to assure compliance for discharge into the waters of the state.

Fiscal Year 2013 Accomplishments

- The lagoon was taken offline and wastewater is now being pumped to the West plant as mandated by Department of Natural Resources (DNR)
- Work was done by the staff in cooperation with Missouri DNR on reduction of copper discharge limits in the effluent. This involved the collection of stream water data and working with businesses in the reduction of fats, oils and grease by implementation of a stepped up public awareness and inspection program.

Fiscal Year 2014 Strategic Plan Initiatives

- Successfully manage the operations and maintenance of the improved wastewater facilities by training operators in troubleshooting and repairs of new equipment.
- Establish the most economical operation of the facility to reduce electrical power consumption by offsetting equipment startup times to limit peak loading. This is accomplished through precise computer programming and continued monitoring of daily flows.

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Manager of Operations	M	1	1	1	1
WPC Operator III	K	2	2	2	2
Compliance Technician	K	1	1	1	1
WPC Lab Technician	H	1	1	1	1
WPC Operator II	G	2	2	2	2
Totals		7	7	7	7

WPC—TREATMENT PLANTS



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries & Wages</u>					
610-671-1101	Wages	\$290,052.10	\$288,622.20	\$290,991.00	\$299,058.39
610-671-1103	Wages - Overtime	\$20,450.33	\$14,081.45	\$14,081.45	\$14,612.67
610-671-1105	Wages - Supplemental	\$950.00	\$0.00	\$0.00	\$1,140.00
<u>Employee Taxes</u>					
610-671-2101	FICA Taxes	\$22,316.24	\$23,156.83	\$23,338.06	\$24,083.05
<u>Employee Retirement</u>					
610-671-2201	Retirement - Lagers	\$29,150.24	\$31,178.48	\$31,422.50	\$30,851.48
<u>Employee Insurance</u>					
610-671-2301	Insurance - Dental	\$5,317.56	\$5,805.24	\$5,805.24	\$5,907.72
610-671-2302	Insurance - Health	\$36,426.70	\$34,949.04	\$34,949.04	\$35,769.72
610-671-2303	Insurance - Health Deductible	\$0.00	\$700.00	\$700.00	\$0.00
610-671-2304	Insurance - Life	\$579.60	\$579.60	\$579.60	\$554.40
610-671-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$988.60
<u>Worker's Compensation</u>					
610-671-2401	Worker's Compensation	\$5,198.33	\$7,507.05	\$7,507.05	\$6,785.75
<u>Commodities</u>					
610-671-4102	Clothing	\$3,792.83	\$5,030.00	\$5,030.00	\$5,030.00
610-671-4103	Computer Supplies	\$757.05	\$700.00	\$700.00	\$500.00
610-671-4104	Custodial Supplies	\$734.99	\$600.00	\$700.00	\$600.00
610-671-4105	Lab and Chemicals	\$12,451.79	\$11,000.00	\$11,000.00	\$11,000.00
610-671-4106	Lawn and Field Care	\$0.00	\$2,000.00	\$2,000.00	\$3,000.00
610-671-4107	Maintenance and Repair Supplies	\$11,130.70	\$10,000.00	\$10,000.00	\$9,000.00
610-671-4108	Meeting Supplies	\$201.33	\$100.00	\$100.00	\$100.00
610-671-4109	Office Supplies	\$585.30	\$400.00	\$400.00	\$450.00
610-671-4112	Publications	\$206.25	\$300.00	\$300.00	\$200.00
610-671-4114	Software	\$0.00	\$0.00	\$0.00	\$3,500.00
610-671-4115	Tools	\$1,393.50	\$750.00	\$750.00	\$750.00
610-671-4199	Supplies - Non Categorized	\$3,870.59	\$5,000.00	\$5,000.00	\$7,500.00
<u>Utilities</u>					
610-671-5101	Utility - Electric	\$283,575.68	\$266,500.00	\$266,500.00	\$262,000.00
610-671-5102	Utility - Gas	\$9,633.96	\$16,000.00	\$16,000.00	\$16,000.00
610-671-5103	Utility - Water	\$2,467.48	\$2,150.00	\$2,550.00	\$2,150.00
610-671-5104	Utility - Trash	\$3,036.00	\$3,050.00	\$3,050.00	\$3,050.00
610-671-5106	Utility - Telephone	\$3,784.53	\$1,847.16	\$4,747.16	\$5,147.36
610-671-5107	Utility - Data Access	\$1,473.93	\$480.12	\$1,330.12	\$1,504.80
610-671-5108	Fuel	\$12,641.21	\$11,400.00	\$13,545.00	\$11,400.00
<u>Contractual Services</u>					
610-671-5205	Labor/Labor & Equipment	\$34,946.75	\$38,800.00	\$38,800.00	\$35,000.00
610-671-5209	Rent/Lease	\$1,264.37	\$3,000.00	\$3,000.00	\$1,500.00
610-671-5211	Laboratory Testing	\$22,896.70	\$29,000.00	\$29,000.00	\$20,000.00
610-671-5299	Contractual - Non Categorized	\$6,893.28	\$30,000.00	\$30,000.00	\$26,000.00

WPC—TREATMENT PLANTS



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Meal and Travel</i>					
610-671-5401	Travel - Meals	\$33.36	\$0.00	\$210.00	\$0.00
610-671-5403	Travel - Room	\$293.10	\$0.00	\$195.00	\$0.00
610-671-5404	Schools and Seminars	\$1,833.24	\$1,500.00	\$1,500.00	\$1,500.00
<i>Dues and Memberships</i>					
610-671-5501	Dues and Memberships	\$590.00	\$1,000.00	\$1,000.00	\$1,000.00
<i>Communication</i>					
610-611-5601	Advertising	\$108.54	\$100.00	\$550.00	\$550.00
610-671-5602	Postage	\$1,127.09	\$0.00	\$0.00	\$0.00
610-671-5603	Printing	\$27.27	\$0.00	\$0.00	\$0.00
<i>Maintenance and Repair</i>					
610-671-5701	Building Maintenance & Repair	\$13,238.04	\$1,000.00	\$2,150.00	\$8,500.00
610-671-5703	Equipment Maintenance & Repair	\$2,690.53	\$2,000.00	\$4,575.00	\$3,300.00
610-671-5706	Vehicle Maintenance & Repair	\$476.98	\$2,000.00	\$2,630.00	\$2,000.00
610-971-5799	Maintenance & Repair - Non Cate	\$0.00	\$20,000.00	\$28,300.00	\$20,000.00
<i>Services - Non Categorized</i>					
610-671-5901	Engineering	\$0.00	\$0.00	\$0.00	\$0.00
610-671-5903	Health and Wellness	\$994.00	\$75.00	\$170.00	\$75.00
610-671-5904	Employment	\$0.00	\$0.00	\$0.00	\$50.00
<i>Capital - Buildings</i>					
610-671-6101	Buildings	\$0.00	\$20,000.00	\$0.00	\$0.00
<i>Capital - Equipment</i>					
610-671-6204	Equipment - Laboratory	\$10,967.87	\$2,695.00	\$2,695.00	\$2,655.00
610-671-6206	Equipment - Office	\$0.00	\$0.00	\$0.00	\$5,000.00
610-671-6299	Equipment - Non Categorized	\$1,989.21	\$88,660.00	\$88,660.00	\$0.00
Total Expenditures		\$862,548.55	\$983,717.17	\$986,511.22	\$889,763.94

FY14 budget notes:

Account number 610-671-4199, Supplies - Non Categorized, is for road gravel.

Account number 610-671-5299, Contractual - Non Categorized, includes programming equipment, generator maintenance and FTC Consultant.

Account number 610-671-5799, Miantenance & Repair - Non Categorized, is for systems maintenance.



Mission of the City of Warrensburg Collections Department is to provide professional, safe, and efficient sewer service to the public. Collections crews maintain, service, and repair sewer collection systems within the community while striving to meet all compliance standards in accordance to state and federal regulation.

Fiscal Year 2013 Accomplishments

- This division has successfully maintained the collection system through preventative maintenance and scheduled preemptive servicing of problem lines therefore reducing the number of backups. Additional focus has been on inspecting sewer lines that have not had a recent history of being serviced.
- Work has continued throughout this past year on gathering the pertinent data required for future completion of the Inflow and Infiltration Study.
- This division also provides for utility location of sewer lines and storm drains along with inspection of improvements within the right-of-ways and inspect connections to city sewer mains.
- Considerable work has been done involving record management and mapping through more precise data entry and updating the file system.
- Currently the Operations Manager is involved with customer notification and water service shut-off for delinquent sewer bills.
- Staff investigated and found major sewer main collapse which involved their assistance in making critical repairs.

Fiscal Year 2014 Strategic Plan Initiatives

- Perform a preventative sewer line maintenance program to reduce the incidents of sewer backups.
- Continue to work toward the goal of completing the jetting, televising, and smoke testing of sewers to determine needs for repairs in the system as mandated by DNR in compliance with the Inflow and Infiltration Study.
- Work with customers in reducing inflow and infiltration by educating and assisting them with minimal cost methods.

Position Detail

	Salary Grade	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Proposed
Project Manager	K	1	1	1	1
Utility Inspector	H	1	1	1	1
WPC Collections Crew Leader	H	1	1	1	1
WPC Collections Operator II	G	1	1	1	1
WPC Collections Operator I	F	1	0	1	1
Totals		5	4	5	5

WPC—COLLECTIONS



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<u>Salaries & Wages</u>					
610-672-1101	Wages	\$138,730.94	\$148,078.43	\$149,770.43	\$154,365.30
610-672-1103	Wages - Overtime	\$1,944.13	\$836.63	\$836.63	\$872.45
610-672-1105	Wages - Supplemental	\$90.00	\$0.00	\$0.00	\$180.00
<u>Employee Taxes</u>					
610-672-2101	FICA Taxes	\$10,772.32	\$11,392.00	\$11,521.45	\$11,889.46
<u>Employee Retirement</u>					
610-672-2201	Retirement - Lagers	\$12,356.76	\$15,338.25	\$15,512.55	\$15,230.94
<u>Employee Insurance</u>					
610-672-2301	Insurance - Dental	\$3,731.94	\$4,146.60	\$4,146.60	\$4,219.80
610-672-2302	Insurance - Health	\$23,457.20	\$24,963.60	\$24,963.60	\$25,549.80
610-672-2303	Insurance - Health Deductible	\$500.00	\$500.00	\$500.00	\$0.00
610-672-2304	Insurance - Life	\$372.60	\$414.00	\$414.00	\$396.00
610-672-2305	Health Insurance Tax/Fees	\$0.00	\$0.00	\$0.00	\$706.15
<u>Worker's Compensation</u>					
610-672-2401	Worker's Compensation	\$2,738.74	\$3,693.09	\$3,693.09	\$3,350.03
<u>Commodities</u>					
610-672-4102	Clothing	\$4,754.92	\$4,500.00	\$4,500.00	\$4,500.00
610-672-4103	Computer Supplies	\$679.52	\$300.00	\$300.00	\$300.00
610-672-4104	Custodial Supplies	\$368.43	\$250.00	\$250.00	\$250.00
610-672-4107	Maintenance & Repair Supplies	\$187.97	\$0.00	\$0.00	\$150.00
610-672-4109	Office Supplies	\$1,876.09	\$750.00	\$750.00	\$750.00
610-672-4112	Publications	\$0.00	\$0.00	\$0.00	\$0.00
610-672-4115	Tools	\$525.26	\$750.00	\$750.00	\$750.00
610-672-4199	Supplies - Non Categorized	\$1,648.20	\$2,000.00	\$2,000.00	\$3,000.00
<u>Utilities</u>					
610-672-5101	Utility - Electric	\$15,193.45	\$2,000.00	\$2,000.00	\$7,500.00
610-672-5102	Utility - Gas	\$1,710.99	\$2,000.00	\$2,000.00	\$1,200.00
610-672-5103	Utility - Water	\$729.68	\$600.00	\$600.00	\$600.00
610-672-5105	Utility - Cable Television	\$80.94	\$80.00	\$80.00	\$80.00
610-672-5106	Utility - Telephone	\$3,266.89	\$4,733.04	\$4,733.04	\$4,848.28
610-672-5707	Utility - Data Access	\$1,026.85	\$959.76	\$959.76	\$1,439.64
610-672-5108	Fuel	\$811.37	\$3,000.00	\$3,000.00	\$3,500.00
<u>Contractual Services</u>					
610-672-5205	Labor/Labor & Equipment	\$432.70	\$3,000.00	\$3,000.00	\$4,500.00
610-672-5209	Rent/Lease	\$4,250.00	\$4,750.00	\$4,750.00	\$4,750.00
610-672-5299	Contractual - Non Categorized	\$4,621.69	\$6,000.00	\$6,000.00	\$6,000.00
<u>Meal and Travel</u>					
610-672-5403	Travel - Room	\$347.90	\$0.00	\$0.00	\$250.00
610-672-5404	Schools and Seminars	\$495.00	\$1,015.00	\$1,015.00	\$2,000.00
<u>Dues and Memberships</u>					
610-672-5501	Dues and Memberships	\$410.00	\$500.00	\$500.00	\$500.00

WPC—COLLECTIONS



Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Communication</i>					
610-672-5601	Advertising	\$98.00	\$50.00	\$50.00	\$50.00
610-672-5603	Printing and Binding	\$119.50	\$300.00	\$300.00	\$300.00
<i>Maintenance and Repair</i>					
610-672-5701	Building Maintenance & Repair	\$625.82	\$1,000.00	\$3,000.00	\$3,000.00
610-672-5703	Equipment Maintenance & Repair	\$1,942.46	\$12,100.00	\$15,500.00	\$10,000.00
610-672-5706	Vehicle Maintenance & Repair	\$819.70	\$4,500.00	\$4,500.00	\$2,000.00
610-672-5799	Maintenance & Repair - Non Cate	\$0.00	\$20,000.00	\$11,592.00	\$25,000.00
<i>Services - Non Categorized</i>					
610-672-5901	Engineering	\$0.00	\$500.00	\$500.00	\$500.00
610-672-5903	Health and Wellness	\$93.60	\$100.00	\$270.00	\$250.00
610-672-5904	Employment	\$0.00	\$0.00	\$123.00	\$100.00
<i>Capital - Equipment</i>					
610-672-6202	Equipment - Computers	\$135.99	\$1,500.00	\$1,500.00	\$0.00
610-672-6207	Equipment - Radios	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00
610-672-6299	Equipment - Non Categorized	\$0.00	\$4,500.00	\$4,500.00	\$0.00
Total Expenditures		\$ 241,947.55	\$ 293,600.40	\$ 295,596.15	\$ 307,327.85

FY14 budget notes:

Account number 610-672-4199, Supplies - Non Categorized, includes marking paint, flags and gas detector.

Account number 610-672-5299, Contractual - Non Categorized, includes Missouri One Call and Answer Kansas City.

Account number 610-672-5799, Miantenance & Repair - Non Categorized, includes collection line repairs, lift station repairs and rock for lift station.

WPC—CAPITAL IMPROVEMENT



Wastewater Capital Improvement Fund was established for the construction of major capital projects that are part of the sewer improvements program and to account for expenditures under the State Revolving Fund Program (SRF). Approved expenditure of the funds will conclude with the completion of the Lagoon Bypass and Northwest Interceptor Project. Future funding will be required for projects developed from data collected in regard to the ongoing Inflow and Infiltration Study.

Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
<i>Contractual Services</i>					
610-680-5206	Legal Services	\$2,317.50	\$15,000.00	\$15,000.00	\$1,500.00
610-680-5212	Appraisals	\$10,705.00	\$0.00	\$0.00	\$0.00
<i>Communication</i>					
610-680-5601	Advertising	\$1,175.29	\$0.00	\$0.00	\$500.00
610-680-5602	Postage	\$70.83	\$0.00	\$0.00	\$0.00
<i>Service - Non Categorized</i>					
610-680-5901	Engineering	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
610-680-5902	Legal Rights	\$1,334.00	\$0.00	\$0.00	\$0.00
610-680-5908	Permits	\$0.00	\$0.00	\$0.00	\$500.00
<i>Capital - Infrastructure</i>					
610-680-6407	Sewer Lines	\$0.00	\$0.00	\$0.00	\$0.00
<i>Capital - Land Easement</i>					
610-680-6602	Land Easement	\$3,297.00	\$0.00	\$0.00	\$0.00
Total Expenditures		\$ 18,899.62	\$ 20,000.00	\$ 20,000.00	\$ 7,500.00

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DEBT OBLIGATION WPC FUND



ISSUANCE	PURCHASED	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
BOND PRINCIPAL COP 2011	SEWERJET	25,600.00	25,400.00	25,200.00	27,200.00	27,200.00									
BOND INTEREST COP 2011	SEWERJET	4,331.00	3,502.50	2,617.00	1,632.00	544.00									
BOND FEES COP 2011	SEWERJET	402.00	402.00	402.00	402.00	402.00									
TOTAL		30,333.00	29,304.50	28,219.00	29,234.00	28,146.00									
BOND PRINCIPAL SRF 1992A	SEWER PROJECT	530,000.00	565,000.00												
BOND PRINCIPAL SRF 2007A	SEWER PROJECT	730,000.00	740,000.00	750,000.00	765,000.00	775,000.00	790,000.00	800,000.00	815,000.00	830,000.00	845,000.00	865,000.00	885,000.00	905,000.00	925,000.00
BOND FEES SRF 2007A	SEWER PROJECT	64,952.50	61,110.94	57,216.77	53,269.35	49,243.67	45,164.73	41,007.53	36,797.08	32,507.72	28,139.44	23,691.60	19,138.56	14,480.30	9,716.83
DIRECT LOAN 2010	NORTHWEST BYPASS	374,000.00	382,000.00	389,000.00	396,000.00	404,000.00	412,000.00	420,000.00	430,000.00	438,000.00	446,000.00	456,000.00	464,000.00	474,000.00	483,000.00

Note: SRF/Direct Loan also has interest payments, interest credits and fees not currently included in this Debt Schedule at this time.

Fees for SRF 2007A have been included.



DEBT OBLIGATION WPC FUND



ISSUANCE	PURCHASED	FY27	FY28	FY29	FY30	FY31	FY32	FY33	TOTAL
BOND PRINCIPAL COP 2011	SEWERJET								130,600.00
BOND INTEREST COP 2011	SEWERJET								12,626.50
BOND FEES COP 2011	SEWERJET								2,010.00
TOTAL									145,236.50
BOND PRINCIPAL SRF 1992A	SEWER PROJECT								1,095,000.00
BOND PRINCIPAL SRF 2007A	SEWER PROJECT	945,000.00							12,365,000.00
BOND FEES SRF 2007A	SEWER PROJECT	4,848.15							541,285.17
DIRECT LOAN 2010	NORTHWEST BYPASS	493,000.00	503,000.00	513,000.00	524,500.00				8,001,500.00

**PRIVATE
PURPOSE
TRUSTS**

STEVENSON TRUST



The Stevenson Fund resulted from a bequest from Charles Stevenson under his will dated 1928. The bequest was to be held in a trust by the City of Warrensburg. The funds are to be held and used for “charitable, educational or library purposes.” Ten percent of the annual income is to be retained in the fund, with the principal of the fund to remain intact. The fund is to be invested in “high grade securities” in the nature of US Treasury bonds, or state or local bonds.

Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013					\$ 144,240.46
<i>Donations</i>					
710-59110	Donations	\$0.00	\$0.00	\$0.00	\$0.00
Total Revenues		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<i>Donations</i>					
710-611-9701	Donations	\$4,600.00	\$0.00	\$2,700.00	\$2,100.00
Total Expenditures		\$ 4,600.00	\$ 0.00	\$ 2,700.00	\$ 2,100.00
Net Revenue & Expenditures		(\$ 4,600.00)	\$ 0.00	(\$ 2,700.00)	(\$ 2,100.00)
Projected Cash Balance at September 30, 2014					\$ 142,140.46

BROWN TRUST



The Brown Fund is a result of the closure of the original charity benefited under the will of Matthew Brown. Mr. Brown left a sum of money in trust for the benefit of the “City Aid Society” which later disbanded. The funds were transferred to the City under the terms and conditions of the Stevenson Fund. The same terms and conditions apply to the funds held, although the City has maintained a separate balance, and identity of the fund is in Mr. Brown’s name. In 2008, the City Council passed a Resolution which states the balance in the Brown Fund shall not be reduced below \$20,000.

Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013					\$ 24,850.62
<i>Interest Income</i>					
720-57105	Interest on Deposits	\$0.00	\$0.00	\$0.00	\$0.00
Total Revenues		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<i>Donations</i>					
720-611-9701	Donations	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Net Revenue & Expenditures		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Projected Cash Balance at September 30, 2014					\$ 24,850.62

ANDERSON—STEVENSON TRUST



An endowment fund was created for the purpose of maintaining an annual scholarship for city employees' children to be known as the "Nancy J. Anderson-Charles W. Stevenson Scholarship Endowment." The annual amount of the scholarship shall not exceed ninety (90) percent of the net income of the fund after payment of all expenses of administering the fund. Ten (10) percent of all annual earning shall be returned to the principal of the fund each year.

The principal of the fund, if any shall be invested by the committee in accordance with the investment policies and practices of the City of Warrensburg.

Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013					\$ 18,095.41
<i>Donations</i>					
730-59110	Donations	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Total Revenues		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
<i>Donations</i>					
730-611-9701	Donations	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Total Expenditures		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Net Revenue & Expenditures		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Projected Cash Balance at September 30, 2013					\$ 18,095.41

CRISSEY TRUST



The Crissey Fund originated under the will of William Crissey, dated 1920. Pursuant to this will, two thousand dollars was granted to the county, with the interest from the fund to be given to the City to assist the “needy poor.” The funds are restricted to use of interest only. In 2008, the City Council passed a Resolution which states the balance in the Crissey Fund shall not be reduced below \$15,000.

Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013					\$ 21,107.83
<i>Interest Income</i>					
740-57105	Interest on Deposits	\$0.00	\$0.00	\$0.00	\$0.00
	Total Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<i>Donations</i>					
740-611-9701	Donations	\$0.00	\$0.00	\$500.00	\$600.00
	Total Expenditures	\$ 0.00	\$ 0.00	\$ 500.00	\$ 600.00
	Net Revenue & Expenditures	\$ 0.00	\$ 0.00	(\$ 500.00)	(\$ 600.00)
Projected Cash Balance at September 30, 2014					\$ 20,507.83

TRI-CENTENNIAL TRUST



Tri-Centennial Special Revenue Fund was established with an initial \$1,000 contribution. The purpose of the fund is to accumulate monies to celebrate the 300th anniversary of the Country's founding, in the year 2076.

Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013					\$ 13,965.56
<i>Interest Income</i>					
750-57105	Interest on Deposits	\$0.00	\$0.00	\$0.00	\$0.00
Total Revenues		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<i>Donations</i>					
750-611-9701	Donations	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Net Revenue & Expenditures		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Projected Cash Balance at September 30, 2014					\$ 13,965.56

AGENCIES

CHILDREN'S MEMORIAL



Children's Memorial Fund was established in 1999. The goal of the agency is to provide a permanent tribute to children who had untimely deaths and as a remembrance of families who have suffered this loss. In 2006, the Children's Memorial Advisory Committee requested that the area where the children statues are placed be called the Children's Memorial Gardens at Nancy Anderson Park. In addition, they requested that a combined advisory committee be established. This memorial is to be paid through donations from the greater Warrensburg area.

Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013					\$ 8,546.94
<i>Donations</i>					
810-59110	Donations	\$3,252.62	\$0.00	\$7,600.00	\$0.00
Total Revenues		\$ 3,252.62	\$ 0.00	\$ 7,600.00	\$ 0.00
<i>Commodities</i>					
810-611-4106	Lawn and Field Care	\$0.00	\$0.00	\$400.00	\$0.00
810-611-4117	Food	\$0.00	\$0.00	\$600.00	\$0.00
810-611-4199	Supplies - Non Categorized	\$0.00	\$0.00	\$0.00	\$0.00
<i>Communication</i>					
810-611-5601	Advertising	\$121.50	\$0.00	\$1,650.00	\$0.00
<i>Capital - Non Category</i>					
810-611-6999	Capital - Non Categorized	\$0.00	\$0.00	\$0.00	\$7,000.00
Total Expenditures		\$ 121.50	\$ 0.00	\$ 2,650.00	\$ 7,000.00
Net Revenue & Expenditures		\$ 3,131.12	\$ 0.00	\$ 4,950.00	(\$ 7,000.00)
Transfer from General		\$0.00	\$0.00	\$0.00	\$7,000.00
Total Sources		\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,000.00
Net Income		\$ 3,131.12	\$ 0.00	\$ 4,950.00	\$ 0.00
Projected Cash Balance at September 30, 2014					\$ 8,546.94

FY14 budget notes:

Account number 810-611-6999, Capital - Non Categorized, is for a fence.

ARTS COMMISSION



Arts Commission Agency Fund was established in the FY11 budget year. The goal of the fund is to elevate the importance of art activities throughout the community and adequately account for the Arts Commission's activities.

Account Number	Description	FY 2012 Actuals	FY 2013 Original Budget	FY 2013 Amended Budget	FY 2014 Budget
Projected Cash Balance at October 1, 2013					\$ 2,863.62
<i>Service and Merchandise</i>					
820-55105	Admission	\$2,629.00	\$0.00	\$0.00	\$0.00
820-55199	Services - Non Categorized	\$0.00	\$0.00	\$0.00	\$0.00
<i>Donation</i>					
820-59110	Donations	\$285.00	\$0.00	\$0.00	\$0.00
<i>Revenue - Non Categorized</i>					
820-59999	Non - Categorized	\$140.00	\$0.00	\$0.00	\$0.00
Total Revenues		\$ 3,054.00	\$ 0.00	\$ 0.00	\$ 0.00
<i>Commodities</i>					
820-611-4108	Meeting Supplies	\$85.35	\$0.00	\$0.00	\$0.00
820-611-4109	Office Supplies	\$1,550.00	\$0.00	\$0.00	\$0.00
820-611-4111	Program Supplies	\$2,113.09	\$1,000.00	\$1,000.00	\$0.00
<i>Contractual Services</i>					
820-622-5202	Consulting Services	\$725.00	\$0.00	\$0.00	\$0.00
820-611-5203	Financial Services	\$3.90	\$0.00	\$0.00	\$0.00
820-611-5206	Legal Services	\$94.00	\$0.00	\$0.00	\$0.00
820-611-85209	Rent/Lease	\$482.50	\$0.00	\$0.00	\$0.00
820-611-5299	Contractual - Non Categorized	\$0.00	\$4,000.00	\$4,000.00	\$0.00
<i>Meal and Travel</i>					
820-611-5403	Travel - Rooms	\$193.44	\$0.00	\$0.00	\$0.00
820-611-5404	Schools and Seminars	\$100.00	\$0.00	\$0.00	\$0.00
<i>Dues and Memberships</i>					
820-611-5501	Dues and Memberships	\$25.00	\$0.00	\$0.00	\$0.00
<i>Communication</i>					
820-611-5601	Advertising	\$452.35	\$500.00	\$500.00	\$0.00
820-611-5602	Postage	\$62.60	\$0.00	\$0.00	\$0.00
<i>Community Agreements</i>					
820-611-9301	Community Agreement	\$16.00	\$0.00	\$0.00	\$0.00
<i>Grants</i>					
820-611-9801	Grants	\$0.00	\$1,000.00	\$1,000.00	\$10,000.00
Total Expenditures		\$ 5,903.23	\$ 6,500.00	\$ 6,500.00	\$ 10,000.00
Net Revenue & Expenditures		(\$ 2,849.23)	(\$ 6,500.00)	(\$ 6,500.00)	(\$ 10,000.00)
Transfer from the General		\$0.00	\$3,300.00	\$3,300.00	\$10,000.00
Total Sources		\$ 0.00	\$ 3,300.00	\$ 3,300.00	\$ 10,000.00
Net Income		(\$ 2,849.23)	(\$ 3,200.00)	(\$ 3,200.00)	\$ 0.00
Projected Cash Balance at September 30, 2014					\$2,863.62

FISCAL FORECAST

FIVE YEAR FISCAL FORECAST



For comparison on the five year fiscal forecast we have included actual year-end amounts for fiscal years ending in 2011 and 2012. The amounts shown for 2013 are based on the final adopted budget as revised through September 23, 2013. The fiscal year 2014 amounts are based on the amounts in the adopted budget as shown in more detail throughout this document.

The rest of the five year fiscal forecast projections for the General Fund, Capital Improvements Program, and the Parks Fund, tax revenues are based on 3-year rolling averages for each type of tax. Using the three year average, tax revenues fluctuate slightly up and down over the next five years based upon this 3 year rolling average trending, forecasted expenditures for the General Fund and the Parks fund are based on maintaining current spending levels during that time. Transfers out vary year by year due to debt payments which are based on the debt schedule. The “other” revenue in Capital Improvements is based on the projects planned for FY15 and FY16 and the outside financing requirement those projects would require if done as scheduled.

Forecasted expenses for Capital Improvements are based on the 5-year Capital Improvements Plan developed and reviewed by all Departments Heads, City Manager and Public Works Project Manager and Finance. The plan is presented to and adopted through resolution by the City Council.

Forecasted revenues for the Debt Service Fund are based on the amount scheduled to be received from the Warrensburg School District for their part in the Certificate of Participation 2010 (Debt) issued for a joint project commonly referred to as the Hamilton Street project. Forecasted expenditures are based on actual principal and interest payments that are scheduled. Estimates for fees are included where they apply and are based on past fee experience.

Neighborhood Improvement forecast for revenue is based on special assessments estimated to be collected, and expenditures are based on the scheduled debt payments.

Old Drum transportation services forecast is supported in part through a transfer from the General Fund and is forecast to be level over the next five years.

The Water Pollution Control forecast holds revenues and expenses at the same level for the next 5 years. Revenue estimates are based on Services and rates charged for those services in accordance with an annual sewer rate study conducted. The rates are reviewed annually and adopted by City Council with the intent of generating revenues in the like amount as the cost to provide those services over time.

CITY OF WARRENSBURG
FIVE YEAR BUDGET FORECAST OF INCOME STATEMENT

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
	ACTUAL	ACTUAL	CURRENT BUDGET	FORECASTED BUDGET	FORECASTED BUDGET	FORECASTED BUDGET	FORECASTED BUDGET	FORECASTED BUDGET
GENERAL FUND								
* TAXES	\$ 7,355,521	\$ 7,036,274	\$ 7,219,306	\$ 7,260,306	\$ 7,206,867	\$ 7,228,826	\$ 7,232,000	\$ 7,222,564
INTERGOVERNMENTAL	\$ 95,877	\$ 134,609	\$ 181,791	\$ 164,328	\$ 165,016	\$ 170,378	\$ 166,574	\$ 167,322
LICENSES AND PERMITS	\$ 141,200	\$ 143,376	\$ 144,347	\$ 147,347	\$ 150,108	\$ 147,267	\$ 148,241	\$ 148,539
FINES	\$ 383,445	\$ 371,448	\$ 371,926	\$ 346,000	\$ 376,297	\$ 364,741	\$ 362,346	\$ 367,794
CHARGES FOR SERVICES	\$ 71,288	\$ 98,478	\$ 126,260	\$ 631,847	\$ 631,847	\$ 631,847	\$ 631,847	\$ 631,847
ASSET SALES	\$ -	\$ 19,697	\$ 10,000	\$ -	\$ 9,899	\$ 6,633	\$ 5,511	\$ 7,348
INTEREST INCOME	\$ 9,059	\$ 12,983	\$ 14,400	\$ 14,400	\$ 13,928	\$ 14,243	\$ 14,190	\$ 14,120
OTHER	\$ 92,529	\$ 47,408	\$ 40,558	\$ 18,794	\$ 35,637	\$ 31,663	\$ 28,698	\$ 31,999
TOTAL REVENUES	\$ 8,148,919	\$ 7,864,274	\$ 8,108,588	\$ 8,583,022	\$ 8,589,598	\$ 8,595,598	\$ 8,589,406	\$ 8,591,534
LEGISLATIVE	\$ 10,447	\$ 9,360	\$ 9,185	\$ 9,174	\$ 9,174	\$ 9,174	\$ 9,174	\$ 9,174
CITY CLERK	\$ 63,839	\$ 63,120	\$ 67,101	\$ 65,144	\$ 65,144	\$ 65,144	\$ 65,144	\$ 65,144
CITY MANAGER	\$ 195,137	\$ 187,379	\$ 180,073	\$ 183,728	\$ 183,728	\$ 183,728	\$ 183,728	\$ 183,728
COURT	\$ 164,783	\$ 160,079	\$ 172,312	\$ 145,680	\$ 145,680	\$ 145,680	\$ 145,680	\$ 145,680
LEGAL	\$ 72,020	\$ 59,985	\$ 60,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
GENERAL ADMINISTRATION	\$ 904,454	\$ 496,899	\$ 500,211	\$ 574,837	\$ 574,837	\$ 574,837	\$ 574,837	\$ 574,837
FINANCE	\$ 216,281	\$ 220,378	\$ 254,889	\$ 277,781	\$ 277,781	\$ 277,781	\$ 277,781	\$ 277,781
INFORMATION TECHNOLOGY	\$ -	\$ 256,648	\$ 317,911	\$ 278,473	\$ 278,473	\$ 278,473	\$ 278,473	\$ 278,473
BUILDINGS AND GROUNDS	\$ 229,937	\$ 190,040	\$ 215,079	\$ 241,088	\$ 241,088	\$ 241,088	\$ 241,088	\$ 241,088
FIRE	\$ 1,842,863	\$ 1,797,627	\$ 2,120,748	\$ 2,117,483	\$ 2,117,483	\$ 2,117,483	\$ 2,117,483	\$ 2,117,483
POLICE	\$ 2,493,429	\$ 2,484,464	\$ 2,462,724	\$ 2,549,977	\$ 2,549,977	\$ 2,549,977	\$ 2,549,977	\$ 2,549,977
ANIMAL SHELTER	\$ 184,844	\$ 176,904	\$ 204,731	\$ 201,471	\$ 201,471	\$ 201,471	\$ 201,471	\$ 201,471
COMMUNITY DEVELOPMENT	\$ 431,645	\$ 447,847	\$ 476,724	\$ 451,550	\$ 451,550	\$ 451,550	\$ 451,550	\$ 451,550
ECONOMIC DEVELOPMENT	\$ 158,669	\$ 243,181	\$ 387,510	\$ 384,915	\$ 384,915	\$ 384,915	\$ 384,915	\$ 384,915
STREET MAINTENANCE	\$ 1,147,019	\$ 1,060,834	\$ 1,110,782	\$ 1,085,716	\$ 1,085,716	\$ 1,085,716	\$ 1,085,716	\$ 1,085,716
CEMETERY	\$ 145,677	\$ 110,261	\$ 115,702	\$ 111,435	\$ 111,435	\$ 111,435	\$ 111,435	\$ 111,435
TOTAL EXPENDITURES	\$ 8,261,047	\$ 7,965,004	\$ 8,655,681	\$ 8,728,452				
OPERATING INCOME(LOSS)	\$ (112,128)	\$ (100,731)	\$ (547,093)	\$ (145,430)	\$ (138,854)	\$ (132,854)	\$ (139,046)	\$ (136,918)
TRANSFERS IN - GOVERNMENTAL	\$ 158,493	\$ 213,970	\$ 205,477	\$ 16,022	\$ 15,636	\$ 15,250	\$ 14,864	\$ 15,636
TRANSFERS IN - NON GOVERNMENTAL	\$ 292,110	\$ 292,110	\$ 292,110	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TRANSFERS IN	\$ 450,603	\$ 506,080	\$ 497,587	\$ 16,022	\$ 15,636	\$ 15,250	\$ 14,864	\$ 15,636
TRANSFERS OUT - GOVERNMENTAL	\$ 954,186	\$ 155,012	\$ 220,930	\$ 66,700	\$ 24,972	\$ 15,000	\$ 15,000	\$ 15,000
TRANSFERS OUT - NON GOVERNMENTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TRANSFERS OUT	\$ 954,186	\$ 155,012	\$ 220,930	\$ 66,700	\$ 24,972	\$ 15,000	\$ 15,000	\$ 15,000
NET INCOME (LOSS)	\$ (615,712)	\$ 250,337	\$ (270,436)	\$ (196,108)	\$ (148,190)	\$ (132,604)	\$ (139,182)	\$ (136,283)

**CITY OF WARRENSBURG
FIVE YEAR BUDGET FORECAST OF INCOME STATEMENT**

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
	ACTUAL	ACTUAL	CURRENT BUDGET	FORECASTED BUDGET	FORECASTED BUDGET	FORECASTED BUDGET	FORECASTED BUDGET	FORECASTED BUDGET
<u>CAPITAL IMPROVEMENT</u>								
* TAXES	\$ 1,491,728	\$ 1,541,445	\$ 1,540,368	\$ 1,574,000	\$ 1,551,938	\$ 1,555,435	\$ 1,560,458	\$ 1,555,943
INTERGOVERNMENTAL	\$ 787,634	\$ 1,247,064	\$ 679,854	\$ 835,882	\$ 675,228	\$ 730,321	\$ 747,144	\$ 717,564
INTEREST INCOME	\$ 2,383	\$ 24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRIBUTED CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER	\$ 534,159	\$ 36,000	\$ 9,410	\$ -	\$ 4,150,000	\$ 24,300,000	\$ -	\$ -
TOTAL REVENUES	\$ 2,815,904	\$ 2,824,533	\$ 2,229,631	\$ 2,409,882	\$ 6,377,165	\$ 26,585,756	\$ 2,307,601	\$ 2,273,507
** CAPITAL IMPROVEMENT	\$ 3,173,826	\$ 1,880,335	\$ 1,120,370	\$ 1,389,550	\$ 4,887,047	\$ 25,141,655	\$ 685,000	\$ 735,000
TOTAL EXPENDITURES	\$ 3,173,826	\$ 1,880,335	\$ 1,120,370	\$ 1,389,550	\$ 4,887,047	\$ 25,141,655	\$ 685,000	\$ 735,000
OPERATING INCOME(LOSS)	\$ (357,922)	\$ 944,197	\$ 1,109,261	\$ 1,020,332	\$ 1,490,118	\$ 1,444,101	\$ 1,622,601	\$ 1,538,507
TRANSFERS IN - GOVERNMENTAL	\$ 827,732	\$ 10,010	\$ -	\$ 8,418	\$ -	\$ -	\$ -	\$ -
TRANSFERS IN - NON GOVERNMENTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TRANSFERS IN	\$ 827,732	\$ 10,010	\$ -	\$ 8,418	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT - GOVERNMENTAL	\$ 1,398,925	\$ 1,600,113	\$ 1,500,696	\$ 1,301,612	\$ 1,452,878	\$ 1,462,356	\$ 1,609,176	\$ 1,503,060
TOTAL TRANSFERS OUT	\$ 1,398,925	\$ 1,600,113	\$ 1,500,696	\$ 1,301,612	\$ 1,452,878	\$ 1,462,356	\$ 1,609,176	\$ 1,503,060
NET INCOME (LOSS)	\$ (929,115)	\$ (645,906)	\$ (391,435)	\$ (272,862)	\$ 37,240	\$ (18,255)	\$ 13,425	\$ 35,447
<u>DEBT SERVICE</u>								
INTEREST INCOME	\$ 714	\$ 194	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER	\$ -	\$ 9,288	\$ 163,575	\$ 158,863	\$ 159,150	\$ 159,650	\$ -	\$ -
TOTAL REVENUES	\$ 714	\$ 9,482	\$ 163,575	\$ 158,863	\$ 159,150	\$ 159,650	\$ -	\$ -
GENERAL ADMINISTRATION	\$ 1,562,633	\$ 1,672,991	\$ 1,810,605	\$ 1,723,800	\$ 1,651,167	\$ 1,626,011	\$ 1,616,934	\$ 1,514,018
TOTAL EXPENDITURES	\$ 1,562,633	\$ 1,672,991	\$ 1,810,605	\$ 1,723,800	\$ 1,651,167	\$ 1,626,011	\$ 1,616,934	\$ 1,514,018
OPERATING INCOME(LOSS)	\$ (1,561,918)	\$ (1,663,509)	\$ (1,647,030)	\$ (1,564,937)	\$ (1,492,017)	\$ (1,466,361)	\$ (1,616,934)	\$ (1,514,018)
TRANSFERS IN - GOVERNMENTAL	\$ 1,561,195	\$ 1,666,772	\$ 1,647,030	\$ 1,564,937	\$ 1,492,017	\$ 1,466,361	\$ 1,616,934	\$ 1,514,018
TOTAL TRANSFERS IN	\$ 1,561,195	\$ 1,666,772	\$ 1,647,030	\$ 1,564,937	\$ 1,492,017	\$ 1,466,361	\$ 1,616,934	\$ 1,514,018
TRANSFERS OUT - GOVERNMENTAL	\$ -	\$ 10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TRANSFERS OUT	\$ -	\$ 10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET INCOME (LOSS)	\$ (723)	\$ 3,253	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF WARRENSBURG
FIVE YEAR BUDGET FORECAST OF INCOME STATEMENT

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
	ACTUAL	ACTUAL	CURRENT BUDGET	FORECASTED BUDGET				
<u>NEIGHBORHOOD IMPROVEMENT</u>								
* TAXES	\$ 9,200	\$ 56,589	\$ 556,758	\$ 60,734	\$ 60,734	\$ 260,737	\$ 262,096	\$ 262,278
INTEREST INCOME	\$ 22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 9,222	\$ 56,589	\$ 556,758	\$ 60,734	\$ 60,734	\$ 260,737	\$ 262,096	\$ 262,278
RUSSELL AVENUE	\$ 8,987	\$ 8,829	\$ 8,559	\$ 9,250	\$ 8,913	\$ 8,575	\$ 9,209	\$ 8,816
HAWTHORNE	\$ 2,989,489	\$ 136,119	\$ 204,765	\$ 128,563	\$ 251,288	\$ 252,163	\$ 252,888	\$ 253,463
TOTAL EXPENDITURES	\$ 2,998,476	\$ 144,948	\$ 213,324	\$ 137,813	\$ 260,200	\$ 260,738	\$ 262,097	\$ 262,278
OPERATING INCOME(LOSS)	\$ (2,989,254)	\$ (88,360)	\$ 343,434	\$ (77,078)	\$ (199,466)	\$ (0)	\$ (0)	\$ 0
TRANSFERS IN - GOVERNMENTAL	\$ 7,775	\$ 90,224	\$ 89,720	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TRANSFERS IN	\$ 7,775	\$ 90,224	\$ 89,720	\$ -	\$ -	\$ -	\$ -	\$ -
NET INCOME (LOSS)	\$ (2,981,480)	\$ 1,864	\$ 433,154	\$ (77,078)	\$ (199,466)	\$ (0)	\$ (0)	\$ 0
<u>OLD DRUM</u>								
CHARGES FOR SERVICES	\$ 24,230	\$ 16,749	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
INTERST INCOME	\$ 30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER	\$ -	\$ 1,008	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 24,260	\$ 17,757	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GENERAL ADMINISTRATION	\$ 28,182	\$ 37,752	\$ 15,500	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
TOTAL EXPENDITURES	\$ 28,182	\$ 37,752	\$ 15,500	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
OPERATING INCOME(LOSS)	\$ (3,922)	\$ (19,995)	\$ (15,500)	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)
TRANSFER IN - GOVERNMENTAL	\$ 1,750	\$ 13,141	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
TOTAL TRANSFERS IN	\$ 1,750	\$ 13,141	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
NET INCOME (LOSS)	\$ (2,172)	\$ (6,855)	\$ (500)	\$ -	\$ -	\$ -	\$ -	\$ -
<u>PARK & RECREATION</u>								
* TAXES	\$ 1,427,567	\$ 1,481,951	\$ 1,523,425	\$ 1,522,300	\$ 1,503,222	\$ 1,516,316	\$ 1,514,321	\$ 1,517,646
INTERGOVERNMENTAL	\$ -	\$ 1,550	\$ 10,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
CHARGES FOR SERVICES	\$ 759,280	\$ 753,743	\$ 727,824	\$ 807,500	\$ 807,500	\$ 807,500	\$ 807,500	\$ 807,500
ASSET SALES	\$ -	\$ 42	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
INTEREST INCOME	\$ 1,188	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER	\$ 97,531	\$ 13,421	\$ 40,617	\$ 31,100	\$ 31,100	\$ 31,100	\$ 31,100	\$ 31,100
TOTAL REVENUES	\$ 2,285,566	\$ 2,250,707	\$ 2,302,366	\$ 2,406,400	\$ 2,387,322	\$ 2,400,416	\$ 2,398,421	\$ 2,401,746
GENERAL ADMINISTRATION	\$ 321,690	\$ 284,183	\$ 327,734	\$ 431,285	\$ 431,285	\$ 431,285	\$ 431,285	\$ 431,285
MAINTENANCE	\$ 278,793	\$ 293,843	\$ 329,280	\$ 328,045	\$ 328,045	\$ 328,045	\$ 328,045	\$ 328,045
RECREATION PROGRAMS	\$ 879,085	\$ 805,570	\$ 820,863	\$ 830,337	\$ 830,337	\$ 830,337	\$ 830,337	\$ 830,337
COMMUNITY CENTER	\$ 532,979	\$ 745,391	\$ 559,995	\$ 530,005	\$ 530,005	\$ 530,005	\$ 530,005	\$ 530,005
TOTAL EXPENDITURES	\$ 2,012,547	\$ 2,128,988	\$ 2,037,872	\$ 2,119,672	\$ 2,119,672	\$ 2,119,672	\$ 2,119,672	\$ 2,119,672
OPERATING INCOME(LOSS)	\$ 273,019	\$ 121,719	\$ 264,494	\$ 286,728	\$ 267,650	\$ 280,744	\$ 278,749	\$ 282,074
TRANSFER IN - GOVERNMENTAL	\$ -	\$ 3,745	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TRANSFERS IN	\$ -	\$ 3,745	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT - GOVERNMENTAL	\$ 215,033	\$ 242,726	\$ 238,900	\$ 253,065	\$ 250,281	\$ 224,735	\$ 228,099	\$ 232,070
TOTAL TRANSFERS OUT	\$ 215,033	\$ 242,726	\$ 238,900	\$ 253,065	\$ 250,281	\$ 224,735	\$ 228,099	\$ 232,070
NET INCOME (LOSS)	\$ 57,986	\$ (117,262)	\$ 25,594	\$ 33,663	\$ 17,369	\$ 56,009	\$ 50,650	\$ 50,004

**CITY OF WARRENSBURG
FIVE YEAR BUDGET FORECAST OF INCOME STATEMENT**

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
	ACTUAL	ACTUAL	CURRENT BUDGET	FORECASTED BUDGET	FORECASTED BUDGET	FORECASTED BUDGET	FORECASTED BUDGET	FORECASTED BUDGET
WATER POLLUTION CONTROL								
INTERGOVERNMENTAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS		\$ 3,186	\$ 3,000	\$ 2,800	\$ 2,800	\$ 2,800	\$ 2,800	\$ 2,800
CHARGES FOR SERVICES	\$ 2,992,162	\$ 3,429,656	\$ 4,405,286	\$ 4,199,308	\$ 4,199,308	\$ 4,199,308	\$ 4,199,308	\$ 4,199,308
ASSET SALES		\$ 535	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -
INTEREST INCOME	\$ 574,812	\$ 459,180	\$ 400,000	\$ 485,650	\$ 485,650	\$ 485,650	\$ 485,650	\$ 485,650
CONTRIBUTED CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER	\$ 15,878	\$ 973	\$ 11,859	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 3,582,852	\$ 3,893,530	\$ 4,821,645	\$ 4,687,758				
GENERAL ADMINISTRATION	\$ 1,779,749	\$ 2,378,076	\$ 2,483,318	\$ 2,737,699	\$ 2,737,699	\$ 2,737,699	\$ 2,737,699	\$ 2,737,699
PLANTS	\$ 718,121	\$ 862,549	\$ 986,511	\$ 889,764	\$ 889,764	\$ 889,764	\$ 889,764	\$ 889,764
COLLECTIONS	\$ 442,174	\$ 241,948	\$ 295,596	\$ 307,328	\$ 307,328	\$ 307,328	\$ 307,328	\$ 307,328
CAPITAL IMPROVEMENT	\$ -	\$ 18,900	\$ 20,000	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
TOTAL EXPENDITURES	\$ 2,940,044	\$ 3,501,472	\$ 3,785,425	\$ 3,942,290				
OPERATING INCOME (LOSS)	\$ 642,808	\$ 392,058	\$ 1,036,220	\$ 745,468				
TRANSFER IN - NON ENTERPRISE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT - NON ENTERPRISE	\$ 292,110	\$ 292,110	\$ 292,110	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TRANSFERS OUT	\$ 292,110	\$ 292,110	\$ 292,110	\$ -				
NET INCOME (LOSS)	\$ 350,698	\$ 99,948	\$ 744,110	\$ 745,468				

Notes

* Taxes include property, sales, and franchise depending on the fund.

** Capital Improvement expenditures are carried forward from the Capital Improvement Book. Included in FY16 for future development of the HWY 50 and Devasher Rd Interchange is an estimated cost of \$19,500,617.00 .

- Calculation of taxes forecast are based on rolling 3 year averages
- Transfers out for governmental funds are based on the Debt Schedule.
- Forecast numbers for fiscal year 2014 are from Current Budget. Fiscal year 2015 through 2018 expenditures are calculated as holding at fiscal year amounts.



BUDGET GLOSSARY

This budget may contain terms that may not be familiar to the casual reader. To assist the reader in understanding the terms contained in the budget and those terms that may arise during budget discussions, this glossary has been included in the budget document.

Accrual Basis of Accounting: This basis of accounting recognizes revenues when earned (including unbilled services) and expenses are recorded when liabilities are incurred.

Accrued Expenses: Expenses incurred but not due until a later date.

ADA: American Disability Act

Appropriation: A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.

Assessed Valuation: A value that is established for real or personal property for use as a basis for levying property taxes. (Note: The Johnson County Assessor establishes Property values.)

Basic Financial Statements: Those financial statements, including notes thereto, which are necessary for a fair presentation of the financial position and results of operations of an entity in conformity with Generally Accepted Accounting Principles (GAAP). Under Statement 1, they include a balance sheet, “all-inclusive” operating statements, and (for proprietary funds and fund types, Pension Trust Funds, and Non-expendable Trust Funds) a statement of changes in financial position.

Budget: A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term “budget” is used on two senses in practice. Sometimes it designates the financial plan presented to the appropriating body for adoption and sometimes the plan finally approved by that body. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether the appropriating body has approved it.

Budget Amendment: A legal procedure utilized by the City staff and City Council to revise a budget appropriation. The City Council must pass an ordinance approving any amendment that involves the transfer of appropriations between different funds. City staff has the prerogative to adjust expenditures within a departmental budget.

Budget Calendar: The schedule of key dates or milestones which the City’s departments will follow in the preparation, adoption, and administration of the budget.

Budget Document: The instrument used to present a comprehensive financial program to the City Council.

Budget Message: The opening section of the budget that provides the Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal year, and the views and recommendations of the City Manager.

GLOSSARY



Cash Management: The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

CD: Community Development

CDBG: Community Development Block Grant-Grant Funds allocated by the federal government to the small Missouri communities to improve local facilities, address critical health and safety concerns, and develop a greater capacity for growth.

CIP: Capital Improvements Program

Current Taxes: Taxes that are due and levied within one year.

Debt Services: The City's obligation to pay the principal and interest of all bonds and other debt instruments according to pre-determined payment schedule.

Delinquent Taxes: Taxes that remain unpaid on and after the date on which a penalty for non-payment is attached.

Depreciation: The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

EEOC: Equal Employment Opportunity Commission

Enterprise Fund: A fund established to account for operations that (1) are financed and operated in a manner similar to private business enterprises –where the intent of the governing body is that the costs (expenses, including depreciation) for providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Encumbrances: Commitments related to unperformed (executory) contracts for goods or services.

EUDEL: Enforcing Under-aged Drinking Laws

Expenditure: This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: an encumbrance is not an expenditure. An encumbrance reserves funds to be expended.

Expenses: Charges incurred (whether paid immediately or unpaid) for operation, maintenance, interest and other charges.



Financial and Compliance Audit. An examination leading to the expression of an opinion on (1) the fairness of presentation of the audited entity's basic financial statements in conform with GAAP and (2) the audited entity's compliance with the various finance related legal and contractual provisions used to assure acceptable governmental organizational performance and effective management stewardship.

FY: Fiscal Year

Fiscal Year: The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Warrensburg has specified October 1 to September 30 as its fiscal year.

Fixed Assets: Assets of a long-term character that are intended to continue to be held or used, such as land, buildings, improvements, machinery, equipment and computer-related hardware and software.

Franchise License Tax: This is a charge paid for the use of City streets and public rights of way.

Fund: An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Eight commonly used funds in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds and special assessment funds.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards and guidelines of financial accounting and reporting. They cover the form and content of the basic financial statements of an entity. They encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. They provide a standard by which to measure financial presentations.

Grants: Contributions or gifts of cash or other assets from another government to be used or expended for a specified purpose, activity of facility.

HR: Human Resources

ICSC: International Conference for Shopping Centers

Income: A term used in proprietary fund type accounting to represent (1) revenues or (2) the excess of revenues over expenses.

Interfund transfers: Amounts transferred from one fund to another.

Investments: Securities and real estate held for the production of revenues in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

ISO: Insurance Services Office

GLOSSARY



IT: Information Technology

JCEDC: Johnson County Economic Development Corporation

LAGERS: Local government employee's retirement system.

Levy: (verb) To impose taxes, special assessments or service charges for the support of governmental activities. (noun) The total amount of taxes, special assessments or service charges imposed by a government.

Long-Term Debt: Debt with a maturity of more than one year after the date of issuance.

MODOT: Missouri Department of Transportation

NID: Neighborhood Improvement District-Program to finance improvements that will be used by the public and must confer a benefit on property within the district; with revenue from a special assessment.

NIMS: National Incident Managing System

OATS: Transportation Services

Operating Budget: Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisitions, spending and service delivery activities of the government are controlled. Law usually requires the use of annual operating budgets. Even where not required by law, however, annual operating budgets are essential for sound financial management and should be adopted by every government.

Ordinance: A formal legislative enactment by the governing board of a municipality. If it is not in conflict with a higher form of law, such as state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and is of a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions which must be by ordinance and those which may be by resolution. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

Property Tax: Property taxes are levied on both real and personal property according to the property's valuation and tax rate.

ROW: Right of Way

Sales Tax: A general "sales tax" is levied on all businesses and persons selling merchandise in the City limits. Monies collected under authorization of this tax is for the use and benefit of the City.

SERT: Special Emergency Response Team

SHRM: Society for Human Resource

GLOSSARY



SRF: State Revolving Fund

STP: Surface Transportation Program

Tax Rate: The amount of tax stated in terms of unit of the tax base; for example, \$.50 per \$100 (one hundred dollars) assessed valuation of taxable property.

TIF: Tax Increment Financing, a TIF allows the use of a portion of state or local property and sales taxes to assist funding the redevelopment of blighted areas.

UCM: University of Central Missouri

Unencumbered Balance: The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purchases.

Use Tax: Uncollected sales tax that is paid at the time of consumption instead of at the time of the sale.

WAFB: Whiteman Air Force Base

WCC: Warrensburg Community Center