



**City Council Agenda  
Monday, April 27, 2020  
7:00 P.M.**

**Meeting will be held via Video Conference**

**Please click the link below to join the webinar:**

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**Webinar ID: 912 0009 7230**

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1. 7:00 P.M. Call To Order Regular City Council Meeting
2. Roll Call
3. Approval Of City Council Minutes
4. Adoption Of Agenda
5. 1st/2nd Reading Ordinance
  - 5.1. Ordinance Deferring Business License Renewal Date, Liquor License Renewal Date, And Temporarily Waiving Late Fees And Penalties For Sewer Bills  
*An Ordinance suspending deadlines and providing for late fee relief under the Code of Ordinances in response to the COVID-19 Pandemic.*

Presented by Harold Stewart, City Manager

Documents:

[ORDINANCE ON LICENSES AND LATE CHARGES.PDF](#)

6. Other Business
  - 6.1. State Of The City Update  
Presented by Harold Stewart, City Manager
7. Appearances To The Council Not Listed On The Agenda
8. Mayoral Appointment/S

**9. Miscellaneous Matters From The Mayor And/Or City Council**

**10. City Manager Report**

**Documents:**

[CM REPORT BY CM APR 27.PDF](#)

**11. Director Of Finance Report**

**Documents:**

[DOF REPORT 04-27-20.PDF](#)

BILL NO. \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE SUSPENDING DEADLINES AND PROVIDING FOR LATE FEE RELIEF UNDER THE CODE OF ORDINANCES IN RESPONSE TO THE COVID-19 PANDEMIC.**

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

Section 1. The provisions of Sections 22-61 requiring payment of business license fees by June 1 is hereby temporarily suspended during the period of declared state of emergency within the City of Warrensburg, and for a period of 60 days thereafter.

Section 2. The provisions of Section 24-44 regarding sewer late charges may be suspended for a specified period of time by motion of the City Council.

Section 3. The provisions of Section 3-41 regarding expiration of liquor licenses for the license year ending June 30, 2020 is hereby suspended during the period of declared state of emergency within the City of Warrensburg, and for a period of 60 days thereafter.

Section 4. Any other license expiration or application deadline provided for in the Code of Ordinances of the City of Warrensburg is hereby temporarily suspended during the period of declared state of emergency within the City of Warrensburg, and for a period of 60 days thereafter.

Section 5. This ordinance shall be in full force and effect from and after its passage, and shall remain in effect until December 31, 2020.

Passed in open session this 27th day of April, 2020.

\_\_\_\_\_  
Casey Lund, Mayor

Attest:

\_\_\_\_\_  
Cindy Gabel, City Clerk



# CITY MANAGER REPORT

April 10, 2020

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

Dear Mayor and Council Members:

## **City Manager:**

City staff has focused on the budget impacts of an anticipated significant decline in Sales Tax and Franchise Tax revenues for the remainder of the FY2019/20 budget year, ending September 30, 2020. Staff has cut \$420,000 in expenses for this fiscal year. Cuts included a rolling furlough for most employees within the organization. Non-exempt (hourly) employees will be required to take off one day without pay per pay period the rest of the fiscal year. Exempt (salaried) employees are required to take three weeks (15 days) off without pay between now and the end of the fiscal year. The Patrol Division of the Police Department, the A, B, and C shifts of the Fire Department, the IT Department, and the Waste Water Treatment and Collections Departments have all been exempted from the furloughing. These were exempted due to the critical nature of their positions as related to City services, and the concerns regarding overtime cost impacts. Other cuts included eliminating travel, freezing the hiring of three vacant police officer positions and the Fire Training Officer position. Staff continues to assess other budget cuts.

A couple of key highlights over the last couple of weeks included participating in a Chamber sponsored State of the City video conference, and being interviewed by a PBS reporter regarding the efforts/partnership of the City and UCM for the 2020 Census. Both of these went well.

Meetings attended include: Emergency Management Task Force meetings; monthly radio interview; JCEDC Board meeting; and the regular communication meeting with UCM President Best.

## **City Council Meetings, Study Sessions, and Executive Sessions**

Tentative future City Council agendas include the following items at this time:

1. INFRA Grant Application and Resolution of Support (Federal Funding potential for Maguire Bridge Project)
2. Rental Inspection Program Ordinance Recommendation
3. Budget Process (Council Tours and Strategic Planning Session)

## **PUBLIC WORKS/INFORMATION TECHNOLOGY**

Danielle Dulin, Assistant City Manager

No report this meeting.

## **COMMUNITY DEVELOPMENT**

Director, Barbara Carroll

### **Downtown Façade Grant**

The recent action taken by City Council to waive the private match requirement for the current cycle of grants has been successful. As of this writing, five new applications have been received. The committee is meeting April 22 to evaluate the applications.

### **COVID-19 Nuisance Response**

While the stay at home order is in place, the department is short two staff members identified as non-essential and not eligible to telecommute. For this reason, no active patrolling for nuisance or property maintenance code violations is taking place. Staff response and investigation into nuisance and property maintenance code complaints received from the public is limited and slower than typical response times. If the state or county stay at home order extends beyond May 3, staff response to complaint driven cases, including tall grass and weeds, will cease until such time the order is lifted and full-staffing levels are reinstated.

### **2020 Census**

As of April 20, the City of Warrensburg had a response rate of 48.8%. This is up from 41.5% on April 6. The increase is most likely attributed to people sending in the hard copy mail-in forms. Those forms were sent out to addresses starting in mid-April. The Love What's Local Committee continues to promote the importance of completing the Census on social media with videos from County Clerk Diane Thompson, Center Stage Performing Arts and Warrensburg R6 Superintendent Scott Patrick.

## **HUMAN RESOURCES**

Director, Greg McCullough

Human Resources Activities:

### **Positions**

Full-Time Management Intern – This position was posted on December 2<sup>nd</sup> and will remain posted until January 31<sup>st</sup>, 2020. We currently have 6 applications for this position. Interviews have been completed. An offer has been made and orally accepted. A conditional offer letter was mailed, returned and accepted. This internship is scheduled to begin on June 1<sup>st</sup>, 2020. We have been in touch with this individual and have begun the process onboarding, but this has been made a little more complicated with recent stay at home orders.

Summer Day Camp Counselor – This position was posted on March 20<sup>th</sup> and the posting was extended until April 23<sup>rd</sup>. We have received a total of 16 applications for this position submitted. Interviews will begin shortly after posting expires.

Water Pollution Control Operator I – This position was posted on April 1<sup>st</sup> and posting was extended until May 8<sup>th</sup>. At this time we have 1 applicant for this position.

Water Pollution Control Lab Technician – This position was posted on April 10<sup>th</sup> and will remain posted until May 8<sup>th</sup>. At this time we have a total of 2 applicants for this position.

Animal Shelter Manager – This position was posted on March 20<sup>th</sup> with a first review of applications beginning on April 10<sup>th</sup>. We currently have a total of 52 applications for this position.

Part-Time Animal Shelter Laborer – This position was also posted on March 20<sup>th</sup> with a first review of applications beginning on April 10<sup>th</sup>. We currently have a total of 50 applications for this position. Reviews of applications have been completed and interviews will begin next week.

**Other Activities:**

Completed a total of 2 employment verifications for various purposes and we have completed 3 LAGERS wage certifications for upcoming retirees that are certifications for wages for the past 10 years. This does take a considerable amount of time. We have also had several conversations with LAGERS about these certifications and also to do research regarding many items that may affect the City moving forward.

Developed the new training materials and releases to go with satisfying the FMCSA Clearinghouse guidelines for both new employee and current employee DOT queries. The delivery of this material has been postponed a couple of weeks due to other priorities. We will need to complete this training prior to random drug screening in the second quarter.

Completed the development of a form for employees to use to request either EFMLA or EPSLA under the FFCRA. Also assisted Department Heads in helping employees who wanted to use either of these options to complete these forms.

Worked with Finance to set up the pay codes and administer these requests for payroll.

Assisted City Manager, Harold Stewart, with research regarding several informational topics as they relate to City policies.

Kathy processed all I-9 submissions and social service registrations.

Kathy and I completed mailing out letters and forms to all part-time Parks and Rec employees that may have been eligible for EPSLA payments under the new FRCA legislation. Kathy is keeping track of forms coming in and will coordinate our response to these individuals. Kathy is figuring the two-week average wage as it relates to these individuals so they can be processed accordingly. Kathy has completed figuring these averages and delivered them to Finance to be paid on the next payroll.

Kathy and I have been coordinating with Equifax our response to any and all unemployment claims as a result of this pandemic and closing due to the stay at home order. We really have two groups or types of unemployment claims. One group we can handle with Equifax by providing them a spreadsheet and they can complete processing for us. However, there is another group or type that either Kathy or I must get online and complete forms for the State. These take some time to complete. This process continues.

Processed all payroll reconciliations as normal which includes: VOYA, Surency HSA, Surency FSA, Delta Dental, Madison National and several checks to distribute to various entities as it relates to the payroll process.

Kathy has worked on a Food Pantry donation program that City employees can participate in while we are going through new procedures during this time. We are collecting food for the Food Pantry at our temperature testing sites each morning.

Began the process to review and make changes to our Personnel Policy manual. At this point all past changes that were approved through council have been incorporated into the manual. Recent changes have been incorporated and we are working on a few additional modifications and once completed will bring to council for approval of entire manual.

All updates have been made to the Insperity performance evaluation system due to recent personnel changes. Department Heads are currently logging into systems to check and make sure all changes have been made. Once verified we will be good to go for the Spring evaluation in April. Our Spring 2020 Review cycle was kicked off last week and will continue through May 15<sup>th</sup>.

Finally, we continue to work on our wellness program. We have begun to look at what we can do to alter our previous program options due to the recent events associated with the pandemic. We are working on a program with UCM to provide us an intern over the Summer session to help us design, market and implement programs with our Wellness program.

Continue to work on some billing issues with WMMC.

Kathy has begun working with staff at the Animal Shelter to set up and begin the interviews for the Part Time Animal Shelter Laborer position.

#### **Upcoming Activities:**

Continue wellness program development and implementation until meets goals of City for this program. We keep moving this forward but will require continual review for the near future.

Complete additional revisions to our personnel manual, take to Council for approval and publish online to our intranet for all to have access. We will also provide a form and require everyone to review manual and sign form that they have reviewed the manual.

Continue updating and coordinating performance evaluation system to prepare for the Spring evaluation cycle.

Continue to catch up on documentation on several personnel issues.

Continue the cleaning and reorganizing of the Human Resources file room.

Continue participation in the monthly LMC meetings.

Continue to work on revision of the City Safety Manual.

**CONVENTION AND VISITORS BUREAU**  
**Director, Marcy Bryant**

**CORONAVIRUS IMPACT**

Most, if not all, events from mid-March through July have been cancelled or postponed until later this fall. We have not been contacted since mid-March regarding any potential events coming to the community in 2020. The Best Western is temporarily closed. The Holiday Inn Express and Fairfield have closed floors. All have cut staff, shortened work schedules and more to continue staying open. The general managers are staying positive as they go through this tremendous economic hardship.

The Visitor Center is closed to the public.

We are continuing to assist our lodging partners in various ways. A dining out guide was created and shared on **VisitWarrensburg.com** and social media platforms. Updates are made accordingly.

Guests will be back to the Burg and we'll be ready for them! We are working on projects to assist their experience.

**UCM:** We were notified UCM has revised their Orientation schedule. They are tentatively planning to host on-site Orientation July 15-17 and 30-31. I will attend each session welcoming students and parents to the Burg. Currently, they are offering virtual Orientations. We assisted by providing community information including pictures, interesting info and more.

**BUDGET**

A revised budget draft has been completed projecting 10% lodging tax for April through September. This resulted in a \$120,000 decrease in revenue for the WCVB fund. The revised budget will be submitted to the WCVB Board at the next board meeting for review and approval.

We are only proceeding with essential expenses: personnel, lease payment, utilities and minimal advertising through the Missouri Division of Tourism grant.

Missouri Division of Tourism's current fiscal budget was restricted \$6.5 million last week by Governor Parsons. This cut will not impact the current grant program we participate in.

**Police Department**  
**Police Chief, Rich Lockhart**

No report this meeting.

**Fire Department**  
**Fire Chief, Robert Shaw**

No report this meeting.

**Parks Department  
Director, Danielle Fesler**

No report this meeting.



# Director of Finance Report

April 27, 2020

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

Dear Mayor and Council Members:

The Director of Finance respectfully submits this report as an update of processes Finance is working to complete and provides a financial statement summary for your review.

## ***Incode 10 Upgrade:***

The process to upgrade the Utility Billing and Cash Receipting from Incode 9 to Incode 10 is complete and running daily. Staff continues to monitor and troubleshoot items as processes are completed. There are less challenges each time a process is complete. Format changes to some of the reports have been communicated with outside agencies such as Southeast Sewer District with little challenge.

## ***Budget Fiscal Year 2021:***

Staff continues work for development of the Fiscal Year 2021 Budget. The photo contest information is located on the City Website and I have received photos from one participant. Photos will be accepted until May 29<sup>th</sup> at 5pm. Please visit the website to participate.

The current economic status will make next year difficult depending on how well and soon recovery begins. Sales tax revenue is projected to decline along with several other revenue sources.

## ***Income Statement***

Attached for your review is the March 2020 summary income statement. The income statement provides summary of revenue collected and expenditure or expense paid through March 31, 2020. It provides Total Budget, Month-to-Date Activity, Year-to-Date Activity, and Remaining Budget for the Fiscal Year. Each Fund has a Revenue Total and an Expense Total. Each Fund has a Fund Surplus (Deficit) that reflects the difference between revenue collected and amounts spent.

Most of the funds have a Fund Surplus in the Year-to-Date Activity columns. General fund reflects a Deficit. Total funds together reflect a Surplus in the Year-to-Date Activity column. This reflects the City in a good position at the time the economy started down. Going forward, each month, this report will be provided to show the amount of revenue collected compared to amounts spent and the difference. Remember this is just a snapshot in time as of March 31 and as you know, the remainder of the year will most likely be difficult as well as budget development for Fiscal Year 2021.

## ***Attachments:***

Income Statement Summary



# Income Statement

## Group Summary

For Fiscal: 2019-2020 Period Ending: 03/31/2020

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 110 - GENERAL</b>					
<b>Revenue</b>					
	10,630,529.42	10,630,529.42	949,179.48	5,324,554.83	5,305,974.59
<b>Revenue Total:</b>	<b>10,630,529.42</b>	<b>10,630,529.42</b>	<b>949,179.48</b>	<b>5,324,554.83</b>	<b>5,305,974.59</b>
<b>Expense</b>					
601 - LEGISLATIVE	114,467.97	126,967.97	1,596.43	53,994.82	72,973.15
602 - CITY CLERK	80,279.27	80,279.27	5,268.31	38,466.90	41,812.37
603 - CITY MANAGER	236,022.75	236,022.75	16,917.44	105,203.19	130,819.56
604 - MUNICIPAL COURT	176,312.83	176,312.83	13,485.42	75,507.53	100,805.30
605 - LEGAL	15,000.00	15,000.00	125.00	4,537.50	10,462.50
610 - HUMAN RESOURCES	181,142.29	181,142.29	13,220.96	91,271.37	89,870.92
611 - GENERAL	574,283.88	574,283.88	56,747.23	191,092.79	383,191.09
612 - FINANCE	518,227.46	518,227.46	38,275.76	256,855.08	261,372.38
613 - INFORMATION TECHNOLOGY	665,227.48	670,027.48	26,095.91	331,353.71	338,673.77
614 - BUILDINGS & GROUNDS	238,341.36	238,341.36	14,832.15	90,745.18	147,596.18
620 - EMERGENCY MANAGEMENT	16,050.00	16,050.00	25.00	16,365.95	-315.95
621 - FIRE PROTECTION	2,304,475.92	2,304,475.92	153,575.22	1,020,259.22	1,284,216.70
622 - LAW ENFORCEMENT	2,983,376.01	3,080,376.01	206,714.43	1,383,066.20	1,697,309.81
623 - ANIMAL CONTROL	335,478.21	335,478.21	24,174.68	139,655.02	195,823.19
624 - ANIMAL CONTROL DONATION	500.00	500.00	0.00	0.00	500.00
640 - GRAPHIC INFORMATION SYSTEMS	73,570.87	73,570.87	5,382.73	29,772.77	43,798.10
641 - COMMUNITY DEVELOPMENT	518,301.95	518,301.95	36,258.64	217,024.36	301,277.59
642 - ECONOMIC DEVELOPMENT	257,006.00	258,206.00	14,058.03	97,743.20	160,462.80
643 - STREET MAINTENANCE	1,476,627.31	1,476,627.31	103,342.71	705,934.86	770,692.45
644 - CEMETERY	160,946.33	160,946.33	6,075.56	34,395.04	126,551.29
645 - CEMETERY - DONATION	1,500.00	1,500.00	0.00	0.00	1,500.00
810 - NON-DEPARTMENTAL	321,623.06	321,623.06	16,074.62	619,958.45	-298,335.39
<b>Expense Total:</b>	<b>11,248,760.95</b>	<b>11,364,260.95</b>	<b>752,246.23</b>	<b>5,503,203.14</b>	<b>5,861,057.81</b>
<b>Fund: 110 - GENERAL Surplus (Deficit):</b>	<b>-618,231.53</b>	<b>-733,731.53</b>	<b>196,933.25</b>	<b>-178,648.31</b>	<b>-555,083.22</b>
<b>Fund: 210 - CAPITAL IMPROVEMENT TRAN</b>					
<b>Revenue</b>					
	860,000.00	860,000.00	55,986.39	381,478.60	478,521.40
<b>Revenue Total:</b>	<b>860,000.00</b>	<b>860,000.00</b>	<b>55,986.39</b>	<b>381,478.60</b>	<b>478,521.40</b>
<b>Expense</b>					
611 - GENERAL	3,150.00	3,150.00	98.65	302.57	2,847.43
680 - CAPITAL IMPROVEMENT	939,950.00	939,950.00	1,911.92	48,677.95	891,272.05
<b>Expense Total:</b>	<b>943,100.00</b>	<b>943,100.00</b>	<b>2,010.57</b>	<b>48,980.52</b>	<b>894,119.48</b>
<b>Fund: 210 - CAPITAL IMPROVEMENT TRAN Surplus (Deficit):</b>	<b>-83,100.00</b>	<b>-83,100.00</b>	<b>53,975.82</b>	<b>332,498.08</b>	<b>-415,598.08</b>
<b>Fund: 215 - CAPITAL IMPROVEMENT 1/2 C</b>					
<b>Revenue</b>					
	1,866,000.00	1,866,000.00	163,239.46	917,925.79	948,074.21
<b>Revenue Total:</b>	<b>1,866,000.00</b>	<b>1,866,000.00</b>	<b>163,239.46</b>	<b>917,925.79</b>	<b>948,074.21</b>
<b>Expense</b>					
611 - GENERAL	3,112.00	3,112.00	0.00	473.69	2,638.31
680 - CAPITAL IMPROVEMENT	327,250.00	672,852.65	5,860.60	429,232.54	243,620.11
810 - NON-DEPARTMENTAL	1,402,243.64	1,402,243.64	0.00	614,932.94	787,310.70
<b>Expense Total:</b>	<b>1,732,605.64</b>	<b>2,078,208.29</b>	<b>5,860.60</b>	<b>1,044,639.17</b>	<b>1,033,569.12</b>
<b>Fund: 215 - CAPITAL IMPROVEMENT 1/2 C Surplus (Deficit):</b>	<b>133,394.36</b>	<b>-212,208.29</b>	<b>157,378.86</b>	<b>-126,713.38</b>	<b>-85,494.91</b>

Income Statement

For Fiscal: 2019-2020 Period Ending: 03/31/2020

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 225 - GENERAL OBLIGATION BONDS</b>					
<b>Revenue</b>					
	1,081,000.00	1,081,000.00	2,436.66	1,042,311.12	38,688.88
<b>Revenue Total:</b>	<b>1,081,000.00</b>	<b>1,081,000.00</b>	<b>2,436.66</b>	<b>1,042,311.12</b>	<b>38,688.88</b>
<b>Expense</b>					
680 - CAPITAL IMPROVEMENT	620,000.00	620,000.00	0.00	402,552.25	217,447.75
810 - NON-DEPARTMENTAL	995,000.00	995,000.00	0.00	948,850.00	46,150.00
<b>Expense Total:</b>	<b>1,615,000.00</b>	<b>1,615,000.00</b>	<b>0.00</b>	<b>1,351,402.25</b>	<b>263,597.75</b>
<b>Fund: 225 - GENERAL OBLIGATION BONDS Surplus (Deficit):</b>	<b>-534,000.00</b>	<b>-534,000.00</b>	<b>2,436.66</b>	<b>-309,091.13</b>	<b>-224,908.87</b>
<b>Fund: 250 - VEHICLE AND EQUIPMENT REPLACEMENT</b>					
<b>Revenue</b>					
	0.00	0.00	0.42	404.72	-404.72
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.42</b>	<b>404.72</b>	<b>-404.72</b>
<b>Expense</b>					
611 - GENERAL	0.00	0.00	0.00	62.00	-62.00
622 - LAW ENFORCEMENT	80,000.00	80,000.00	855.00	75,578.29	4,421.71
643 - STREET MAINTENANCE	75,000.00	75,000.00	0.00	0.00	75,000.00
<b>Expense Total:</b>	<b>155,000.00</b>	<b>155,000.00</b>	<b>855.00</b>	<b>75,640.29</b>	<b>79,359.71</b>
<b>Fund: 250 - VEHICLE AND EQUIPMENT REPLACEMENT Surplus (Deficit):</b>	<b>-155,000.00</b>	<b>-155,000.00</b>	<b>-854.58</b>	<b>-75,235.57</b>	<b>-79,764.43</b>
<b>Fund: 310 - DEBT SERVICE</b>					
<b>Revenue</b>					
	2,787,981.34	2,787,981.34	19,710.21	1,739,997.92	1,047,983.42
<b>Revenue Total:</b>	<b>2,787,981.34</b>	<b>2,787,981.34</b>	<b>19,710.21</b>	<b>1,739,997.92</b>	<b>1,047,983.42</b>
<b>Expense</b>					
611 - GENERAL	2,787,981.34	2,787,981.34	19,710.21	1,739,997.92	1,047,983.42
<b>Expense Total:</b>	<b>2,787,981.34</b>	<b>2,787,981.34</b>	<b>19,710.21</b>	<b>1,739,997.92</b>	<b>1,047,983.42</b>
<b>Fund: 310 - DEBT SERVICE Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund: 410 - NEIGHBORHOOD IMPROVEMENT</b>					
<b>Revenue</b>					
	169,000.00	169,000.00	0.00	583,282.80	-414,282.80
<b>Revenue Total:</b>	<b>169,000.00</b>	<b>169,000.00</b>	<b>0.00</b>	<b>583,282.80</b>	<b>-414,282.80</b>
<b>Expense</b>					
691 - RUSSELL AVENUE	8,993.00	8,993.00	318.00	8,768.00	225.00
692 - HAWTHORNE DEVELOPMENT	253,850.00	253,850.00	132,356.30	911,970.46	-658,120.46
<b>Expense Total:</b>	<b>262,843.00</b>	<b>262,843.00</b>	<b>132,674.30</b>	<b>920,738.46</b>	<b>-657,895.46</b>
<b>Fund: 410 - NEIGHBORHOOD IMPROVEMENT Surplus (Deficit):</b>	<b>-93,843.00</b>	<b>-93,843.00</b>	<b>-132,674.30</b>	<b>-337,455.66</b>	<b>243,612.66</b>
<b>Fund: 430 - PARK &amp; RECREATION</b>					
<b>Revenue</b>					
	2,726,885.00	2,726,885.00	191,175.62	1,375,361.40	1,351,523.60
<b>Revenue Total:</b>	<b>2,726,885.00</b>	<b>2,726,885.00</b>	<b>191,175.62</b>	<b>1,375,361.40</b>	<b>1,351,523.60</b>
<b>Expense</b>					
611 - GENERAL	563,056.46	563,056.46	46,037.36	229,297.25	333,759.21
631 - MAINTENANCE	462,626.88	462,626.88	49,340.44	186,031.14	276,595.74
632 - RECREATION PROGRAMS	939,728.41	939,728.41	43,742.23	254,050.03	685,678.38
633 - COMMUNITY CENTER	483,272.75	483,272.75	35,059.14	177,403.23	305,869.52
810 - NON-DEPARTMENTAL	274,704.64	274,704.64	3,635.59	75,815.25	198,889.39
<b>Expense Total:</b>	<b>2,723,389.14</b>	<b>2,723,389.14</b>	<b>177,814.76</b>	<b>922,596.90</b>	<b>1,800,792.24</b>
<b>Fund: 430 - PARK &amp; RECREATION Surplus (Deficit):</b>	<b>3,495.86</b>	<b>3,495.86</b>	<b>13,360.86</b>	<b>452,764.50</b>	<b>-449,268.64</b>
<b>Fund: 440 - TAX INCREMENTAL FINANCING</b>					
<b>Revenue</b>					
	150,000.00	150,000.00	0.00	146,173.32	3,826.68
<b>Revenue Total:</b>	<b>150,000.00</b>	<b>150,000.00</b>	<b>0.00</b>	<b>146,173.32</b>	<b>3,826.68</b>

Income Statement

For Fiscal: 2019-2020 Period Ending: 03/31/2020

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Expense</b>					
693 - KEYSTONE TIF	150,000.00	150,000.00	139,126.61	141,834.63	8,165.37
<b>Expense Total:</b>	<b>150,000.00</b>	<b>150,000.00</b>	<b>139,126.61</b>	<b>141,834.63</b>	<b>8,165.37</b>
<b>Fund: 440 - TAX INCREMENTAL FINANCING Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-139,126.61</b>	<b>4,338.69</b>	<b>-4,338.69</b>
<b>Fund: 610 - WATER POLLUTION CONTROL</b>					
<b>Revenue</b>					
	5,072,640.00	5,072,640.00	318,305.50	2,505,792.78	2,566,847.22
<b>Revenue Total:</b>	<b>5,072,640.00</b>	<b>5,072,640.00</b>	<b>318,305.50</b>	<b>2,505,792.78</b>	<b>2,566,847.22</b>
<b>Expense</b>					
611 - GENERAL	3,002,522.74	3,002,522.74	266,767.38	759,708.53	2,242,814.21
612 - FINANCE	88,118.00	88,118.00	5,521.64	32,034.21	56,083.79
671 - PLANTS	1,243,627.44	1,243,627.44	63,172.00	465,938.61	777,688.83
672 - COLLECTIONS	398,987.99	398,987.99	20,935.81	164,261.91	234,726.08
680 - CAPITAL IMPROVEMENT	1,797,200.00	1,866,117.63	31,643.81	571,544.14	1,294,573.49
<b>Expense Total:</b>	<b>6,530,456.17</b>	<b>6,599,373.80</b>	<b>388,040.64</b>	<b>1,993,487.40</b>	<b>4,605,886.40</b>
<b>Fund: 610 - WATER POLLUTION CONTROL Surplus (Deficit):</b>	<b>-1,457,816.17</b>	<b>-1,526,733.80</b>	<b>-69,735.14</b>	<b>512,305.38</b>	<b>-2,039,039.18</b>
<b>Fund: 710 - STEVENSON</b>					
<b>Revenue</b>					
	2,780.00	2,780.00	177.46	1,147.51	1,632.49
<b>Revenue Total:</b>	<b>2,780.00</b>	<b>2,780.00</b>	<b>177.46</b>	<b>1,147.51</b>	<b>1,632.49</b>
<b>Expense</b>					
611 - GENERAL	2,000.00	2,000.00	0.00	1,600.00	400.00
<b>Expense Total:</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>1,600.00</b>	<b>400.00</b>
<b>Fund: 710 - STEVENSON Surplus (Deficit):</b>	<b>780.00</b>	<b>780.00</b>	<b>177.46</b>	<b>-452.49</b>	<b>1,232.49</b>
<b>Fund: 720 - BROWN</b>					
<b>Revenue</b>					
	450.00	450.00	47.15	307.30	142.70
<b>Revenue Total:</b>	<b>450.00</b>	<b>450.00</b>	<b>47.15</b>	<b>307.30</b>	<b>142.70</b>
<b>Fund: 720 - BROWN Total:</b>	<b>450.00</b>	<b>450.00</b>	<b>47.15</b>	<b>307.30</b>	<b>142.70</b>
<b>Fund: 730 - ANDERSON</b>					
<b>Revenue</b>					
	1,400.00	1,400.00	34.32	223.06	1,176.94
<b>Revenue Total:</b>	<b>1,400.00</b>	<b>1,400.00</b>	<b>34.32</b>	<b>223.06</b>	<b>1,176.94</b>
<b>Expense</b>					
611 - GENERAL	1,000.00	1,000.00	0.00	0.00	1,000.00
<b>Expense Total:</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>
<b>Fund: 730 - ANDERSON Surplus (Deficit):</b>	<b>400.00</b>	<b>400.00</b>	<b>34.32</b>	<b>223.06</b>	<b>176.94</b>
<b>Fund: 740 - CRISSEY</b>					
<b>Revenue</b>					
	470.00	470.00	39.28	256.10	213.90
<b>Revenue Total:</b>	<b>470.00</b>	<b>470.00</b>	<b>39.28</b>	<b>256.10</b>	<b>213.90</b>
<b>Expense</b>					
611 - GENERAL	600.00	600.00	0.00	0.00	600.00
<b>Expense Total:</b>	<b>600.00</b>	<b>600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>600.00</b>
<b>Fund: 740 - CRISSEY Surplus (Deficit):</b>	<b>-130.00</b>	<b>-130.00</b>	<b>39.28</b>	<b>256.10</b>	<b>-386.10</b>
<b>Fund: 750 - TRICENTENNIAL</b>					
<b>Revenue</b>					
	155.00	155.00	26.49	172.66	-17.66
<b>Revenue Total:</b>	<b>155.00</b>	<b>155.00</b>	<b>26.49</b>	<b>172.66</b>	<b>-17.66</b>
<b>Fund: 750 - TRICENTENNIAL Total:</b>	<b>155.00</b>	<b>155.00</b>	<b>26.49</b>	<b>172.66</b>	<b>-17.66</b>
<b>Fund: 810 - CHILDREN'S MEMORIAL</b>					
<b>Revenue</b>					
	16,389.00	16,389.00	61.04	508.22	15,880.78

Income Statement

For Fiscal: 2019-2020 Period Ending: 03/31/2020

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Revenue Total:</b>	<b>16,389.00</b>	<b>16,389.00</b>	<b>61.04</b>	<b>508.22</b>	<b>15,880.78</b>
<b>Expense</b>					
611 - GENERAL	15,678.00	15,678.00	8.36	7,332.85	8,345.15
<b>Expense Total:</b>	<b>15,678.00</b>	<b>15,678.00</b>	<b>8.36</b>	<b>7,332.85</b>	<b>8,345.15</b>
<b>Fund: 810 - CHILDREN'S MEMORIAL Surplus (Deficit):</b>	<b>711.00</b>	<b>711.00</b>	<b>52.68</b>	<b>-6,824.63</b>	<b>7,535.63</b>
<b>Fund: 820 - ARTS COMMISSION</b>					
<b>Revenue</b>					
	760.00	760.00	27.90	205.16	554.84
<b>Revenue Total:</b>	<b>760.00</b>	<b>760.00</b>	<b>27.90</b>	<b>205.16</b>	<b>554.84</b>
<b>Expense</b>					
611 - GENERAL	22,000.00	22,000.00	3.40	345.23	21,654.77
<b>Expense Total:</b>	<b>22,000.00</b>	<b>22,000.00</b>	<b>3.40</b>	<b>345.23</b>	<b>21,654.77</b>
<b>Fund: 820 - ARTS COMMISSION Surplus (Deficit):</b>	<b>-21,240.00</b>	<b>-21,240.00</b>	<b>24.50</b>	<b>-140.07</b>	<b>-21,099.93</b>
<b>Fund: 825 - PUBLIC ARTS FUND</b>					
<b>Revenue</b>					
	16.00	16.00	1.28	8.41	7.59
<b>Revenue Total:</b>	<b>16.00</b>	<b>16.00</b>	<b>1.28</b>	<b>8.41</b>	<b>7.59</b>
<b>Expense</b>					
611 - GENERAL	0.00	0.00	0.17	0.92	-0.92
<b>Expense Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.17</b>	<b>0.92</b>	<b>-0.92</b>
<b>Fund: 825 - PUBLIC ARTS FUND Surplus (Deficit):</b>	<b>16.00</b>	<b>16.00</b>	<b>1.11</b>	<b>7.49</b>	<b>8.51</b>
<b>Fund: 830 - WCVB TOURISM BUREAU</b>					
<b>Revenue</b>					
	323,525.00	323,525.00	22,615.39	172,419.86	151,105.14
<b>Revenue Total:</b>	<b>323,525.00</b>	<b>323,525.00</b>	<b>22,615.39</b>	<b>172,419.86</b>	<b>151,105.14</b>
<b>Expense</b>					
611 - GENERAL	283,525.00	283,525.00	8,673.17	85,399.39	198,125.61
<b>Expense Total:</b>	<b>283,525.00</b>	<b>283,525.00</b>	<b>8,673.17</b>	<b>85,399.39</b>	<b>198,125.61</b>
<b>Fund: 830 - WCVB TOURISM BUREAU Surplus (Deficit):</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>13,942.22</b>	<b>87,020.47</b>	<b>-47,020.47</b>
<b>Fund: 900 - SELF INSURED</b>					
<b>Revenue</b>					
	1,204,100.00	1,204,100.00	104,039.03	589,708.83	614,391.17
<b>Revenue Total:</b>	<b>1,204,100.00</b>	<b>1,204,100.00</b>	<b>104,039.03</b>	<b>589,708.83</b>	<b>614,391.17</b>
<b>Expense</b>					
611 - GENERAL	60,700.00	60,700.00	9,332.38	26,112.98	34,587.02
699 - SELF INSURANCE PREMIUM	1,032,000.00	1,032,000.00	0.00	412,103.38	619,896.62
<b>Expense Total:</b>	<b>1,092,700.00</b>	<b>1,092,700.00</b>	<b>9,332.38</b>	<b>438,216.36</b>	<b>654,483.64</b>
<b>Fund: 900 - SELF INSURED Surplus (Deficit):</b>	<b>111,400.00</b>	<b>111,400.00</b>	<b>94,706.65</b>	<b>151,492.47</b>	<b>-40,092.47</b>
<b>Total Surplus (Deficit):</b>	<b>-2,672,558.48</b>	<b>-3,202,578.76</b>	<b>190,746.68</b>	<b>506,824.96</b>	

## Fund Summary

Fund	Original	Current	MTD Activity	YTD Activity	Budget
	Total Budget	Total Budget			Remaining
110 - GENERAL	-618,231.53	-733,731.53	196,933.25	-178,648.31	-555,083.22
210 - CAPITAL IMPROVEMENT ...	-83,100.00	-83,100.00	53,975.82	332,498.08	-415,598.08
215 - CAPITAL IMPROVEMENT ...	133,394.36	-212,208.29	157,378.86	-126,713.38	-85,494.91
225 - GENERAL OBLIGATION B...	-534,000.00	-534,000.00	2,436.66	-309,091.13	-224,908.87
250 - VEHICLE AND EQUIPME...	-155,000.00	-155,000.00	-854.58	-75,235.57	-79,764.43
310 - DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
410 - NEIGHBORHOOD IMPRO...	-93,843.00	-93,843.00	-132,674.30	-337,455.66	243,612.66
430 - PARK & RECREATION	3,495.86	3,495.86	13,360.86	452,764.50	-449,268.64
440 - TAX INCREMENTAL FINA...	0.00	0.00	-139,126.61	4,338.69	-4,338.69
610 - WATER POLLUTION CON...	-1,457,816.17	-1,526,733.80	-69,735.14	512,305.38	-2,039,039.18
710 - STEVENSON	780.00	780.00	177.46	-452.49	1,232.49
720 - BROWN	450.00	450.00	47.15	307.30	142.70
730 - ANDERSON	400.00	400.00	34.32	223.06	176.94
740 - CRISSEY	-130.00	-130.00	39.28	256.10	-386.10
750 - TRICENTENNIAL	155.00	155.00	26.49	172.66	-17.66
810 - CHILDREN'S MEMORIAL	711.00	711.00	52.68	-6,824.63	7,535.63
820 - ARTS COMMISSION	-21,240.00	-21,240.00	24.50	-140.07	-21,099.93
825 - PUBLIC ARTS FUND	16.00	16.00	1.11	7.49	8.51
830 - WCVB TOURISM BUREAU	40,000.00	40,000.00	13,942.22	87,020.47	-47,020.47
900 - SELF INSURED	111,400.00	111,400.00	94,706.65	151,492.47	-40,092.47
<b>Total Surplus (Deficit):</b>	<b>-2,672,558.48</b>	<b>-3,202,578.76</b>	<b>190,746.68</b>	<b>506,824.96</b>	