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2019 warrensburg Budget Cover Photo Contest
Winner*

City of Warrensburg Annual Budget

Fiscal Year 2019



CITY OF WARRENSBURG ANNUAL BUDGET

Warrensburg City Council



MISSION STATEMENT

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.

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



CITY OF WARRENSBURG

CONTACT INFORMATION

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660-422-6394

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www.warrensburg-mo.gov

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.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Warrensburg
Missouri**

For the Fiscal Year Beginning

October 1, 2017

Christopher P. Morill

Executive Director

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BUDGET MESSAGE

Office of the City Manager

August 1, 2018

Madam Mayor and Honorable City Council members,

I am pleased to present to you the Fiscal Year 2019 budget. Staff has worked diligently over the last couple of months preparing a budget that meets today's needs, accomplishes the Council's strategic plan, continues to improve the City's fiscal health, and solidify a prosperous future. Of note, this is the first budget assembled using the results of the Community Survey to prioritize allocation of the City's limited resources in the most effective manner possible. This letter will contain a review of the City's revenue trends and key highlights of changes in expenditures from the previous fiscal year.

Revenues

The City continues to experience stability in overall General Fund revenues, which is a positive. With the recent success in economic development, such as the opening of the Dollar Tree Distribution Center and the new gas station on the northeast corner of town near Highway 50, Staff does forecast moderate increases in revenues for the upcoming budget year. Some revenues streams have declined, with the most significant one being franchise fees. Given the significant dependence of the City on sales tax revenues it continues to be imperative that a constant focus is applied to sustaining growth in this revenue stream. Efforts such as the "Love What's Local" campaign become increasingly important. The real driver, however, will be to increase population and discretionary income levels within the city limits and local region. As such the City should consider how to encourage growth in residential construction within the City limits and immediate surrounding area. Conversation also needs to continue with State and Federal elected officials regarding the disparity between online and local sales transactions.

Ideally the City would diversify its revenues streams to decrease dependency upon sales tax, particularly stronger property tax revenues. However, the Missouri legislature's enactment of the Hancock Amendment has made doing so more difficult. It is recommended that the Council consider placing significant infrastructure and capital purchase on the ballot for citizens to vote property tax increases to pay for these community needs. Examples of projects and capital purchases include the Maguire Street Corridor, storm water infrastructure, Public Safety apparatus and technology.

In fiscal year 2017, the City joined the Missouri Securities Investment Program (MOSIP). This has allowed the City to earn interest above what is currently offered by the City's banking institution, while maintaining compliance with state approved investments for municipalities.

Sewer rate increases last year had the desired effect on generating revenues needed to stabilize the financial viability of the Sewer Utility. Additional increases are needed to provide the appropriate revenues to fund Sewer Capital Projects and maintain financial solvency.

Expenditures

This year it is the recommendation of administration to prioritize the implementation of the findings of the recent Wage & Benefit Study. Doing so will bring the wages of employees to the 50th percentile (the average) of comparable communities. This will represent a \$500,000 impact to the City's budget for FY 19 and all future budgets. Departments have done a great job this year making this matter a priority and balancing their budgets to meet this objective. As a result, other items of less priority were eliminated from the FY 19 budget.

Health Insurance

BUDGET MESSAGE

Recent year's changes in health insurance methodology is working very well and has resulted in no increase in health insurance premiums for the next budget. In addition, due to low claims history this year the planned reserve for health costs to assist with transitioning towards a fully self-insured plan is growing aggressively.

Staffing Changes

In fiscal year 2019, the City will introduce two new positions. A part-time Bailiff position has been added to support the Municipal Court, reduce overtime costs within the Police Department, and help maintain full coverage of Law Enforcement in the community while Court is in session. The City will also add a GIS Coordinator position as well to maintain the City's investment in the GIS mapping system. Several positions were not funded for the 2019 fiscal year including an IT Executive Assistant, Firefighter Specialist, Police Officer, and part time Animal Shelter Assistant Manager.

Capital Projects

Due to budget constraints there are no significant community capital projects planned for FY 19.

Conclusion

This fiscal year budget represents a very proactive approach in addressing current and future challenges while also seeking to improve tomorrow's financial health of the City. I would like to thank the finance staff, department heads, and all employees for their efforts and support in putting this budget together. I would also like to thank the City Council for their dedicated service to the community of Warrensburg and to the City organization.

Sincerely,



Harold Stewart II
City Manager, Warrensburg, MO.

WARRENSBURG HISTORY

Johnson County History

The United States of America took possession of the land now referred to as Warrensburg as part of the contractual agreement President Thomas Jefferson made with France called the Louisiana Purchase. Further treaties were made with the Osage Tribe (around 1808) as very little trouble ever really existed between Native Americans and settlers in this area. Just one generation after the Revolutionary War, a man by the name of Pleasant Rice would lead an 1818 hunting expedition into the area that would later be named Warrensburg. He later lived off the land and become the first permanent citizen of the county. In 1834 Johnson County was formed and named in honor of a famous politician. Though many people would initially suggest President Andrew Johnson, those people would be incorrect for Johnson would not become president until the Lincoln Assassination following the Civil War. Instead, the county was named after lesser known Richard Mentor Johnson, a senator from Kentucky. In 1830, Johnson County land was free to anyone who would file claim to a specific plot or acreage. Prices would eventually spring up to \$1 to \$5 an acre and eventually increase to as much as \$5 to \$15 an acre by the 1850s. Yet, land pricing would remain rather inexpensive until the outbreak of the Civil War.

In 1838, planners and laborers began the first massive construction project in Warrensburg with their vision to create an extremely stable courthouse. The all brick building was two feet thick on the bottom with about a six-inch width near the top. In 1872, two men by the name of Elhanan Roop and George Washington, of Centerview, created a petition in an attempt to move the county courthouse from Warrensburg into the neighboring town of Centerview. Most people in the county, living outside Warrensburg, had signed the petition and Warrensburg became frightened over the possibility of losing the county's capitol. Though the petition was presented in court, for some strange reason, Roop and Washington removed their formal request, and the courthouse still sits in Warrensburg today. The building would be used until 1875 and doubled as a school and church.

Warrensburg Beginnings

In the early 1800's a man by the name of Martin Warren, a blacksmith by trade, had settled into the area in a centrally located house that was not difficult to discover. Prairie residents would repeatedly stop by at the Warren house to inquire information about settlements, laws, and other people. This stopping place was initially referred to as Warren's corner which over time became Warren's burg, and eventually became the current name Warrensburg. On May 9, 1836, a handful of original founding fathers authorized the purchase of the land area that would eventually become called Warrensburg in honor of Martin Warren, the first man to settle in the area. Contrary to popular belief, Warren was not tremendously in favor of creating a township in this area but eventually decided to sell some of the farm land he owned. On October 3, 1836, the township line of Warrensburg was drawn up from the north county line to the south county line. The original boundary lines were 12 miles wide on the south and 10.5 miles wide on the north. The boundary distance measured an incredible 26 miles distance which made the original area of Warrensburg more than 260 square miles. Over time, small pieces have been chopped away to create cities and towns decreasing total area to the current 64 square miles people live in today.

By frontier standards, Warrensburg grew rather rapidly as more and more settlers went west to seek their fortune and their future. In 1855, less than 20 years after the official creation of Warrensburg, the population exceeded 750 people. In that same year, people desired to incorporate their village and the measure was eventually signed into law on the 23rd day of November 1855. On the first Monday of April 1856, less than one year after Warrensburg incorporated, the city held their first official election. The first mayor was named Dr. John Foushee and the first council consisted of William H. Anderson, James M. Bratton, Dr. William Calhoun, and Alexander Marr. The first county court would take place about three months later in August.

The Legend of Old Drum

On the night of October 18, 1869, a frustrated man by the name of Leonidas Hornsby swore to shoot the first sheep-killing dog he found on his property, after a number of his sheep had recently been killed by what he suspected to be dogs. On that night, Charles Burden, the neighbor and brother-in-law of Leonidas Hornsby, found his favorite dog "Old Drum" dead. Although Hornsby had hunted with Old Drum and acknowledged him to be one of the best

WARRENSBURG HISTORY

hunting dogs he had ever seen, he also suspected that Old Drum was the dog killing his sheep. Burden could not let the death of Old Drum go unpunished and decided to take Hornsby to court for the damages.

case finally reached the Missouri Supreme Court, and the \$50 in damages awarded to Burden for the loss of his favorite hunting dog was upheld. One of Burden's lawyers, a man named George Vest, won the case with his closing argument known as the "eulogy" to the dog.

The "Eulogy" to Old Drum

"Gentlemen of the jury, the best friend a man has in this world may turn against him and become his enemy. His son or daughter whom he has reared with loving care may prove ungrateful. Those who are nearest and dearest to us – those whom we trust with our happiness and good name – may become traitors in their faith. The money that a man has he may lose. It flies away from him, perhaps when he needs it most. A man's reputation may be sacrificed in a moment of ill-considered action. The people who are prone to fall on their knees to do us honor when success is with us may be the first to throw the stone of malice when failure settles its cloud upon our heads. The one absolute, unselfish friend that man can have in this selfish world – the one that never proves ungrateful or treacherous – is his dog.

"Gentlemen of the jury, a man's dog stands by him in prosperity and poverty, in health and sickness. He will sleep on the cold ground, where the wintry winds blow, and the snow drives fiercely, if only he can be near his master's side. He will kiss the hand that has no food to offer; he will lick the wounds and sores that come in encounter with the roughness of the world. He guards the sleep of his pauper master as if he were a prince. When all other friends desert, he remains. When riches take wings and reputation falls to pieces, he is as constant in his love as the sun in its journey through the heavens.

"If fortune drives the master forth an outcast in the world, friendless and homeless, the faithful dog asks no higher privilege than that of accompanying him to guard against danger, to fight against his enemies. And when the last scene of all comes, and death takes the master in its embrace, and his body is laid away in the cold ground, no matter if all other friends pursue their way, there by his graveside will the noble dog be found, his head between his paws, his eyes sad but open in alert watchfulness, faithful and true even to death." – George Graham Vest

There was no ill-will as a result of the trials and final outcome between the men, either before or after the case of Old Drum, and the years healed any wounds after the trial. According to relatives, though both men were not poverty stricken, it took several years to fully recover from the financial losses of the trial. Burden and Hornsby are buried a few yards apart in Hornsby Cemetery outside of Kingsville, Missouri.

For more information and facts about Warrensburg please visit www.warrensburg-mo.com/city-information or www.visitwarrensburg.com/about-warrensburg



DEMOGRAPHIC AND INCOME PROFILE

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

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:

200 – City General	1.000%
204 – City Capital Improvements	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	<u>0.250%</u>
Local Sub-Total	4.125%

State Sales Tax Breakdown:

001 – State General	3.000%
003 – State Conservation	0.125%
005 – Education	1.000%
007 – Parks & Soil	<u>0.100%</u>
State Sub-Total	4.225%

Total Sales Tax Breakdown:

Local	4.125%
State	4.225%
Hawthorne TDD	<u>0.500%</u>
Total Including TDD	8.850%

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.

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

DEMOGRAPHIC AND INCOME PROFILE

International Airport is 85 miles to the northwest located in North Kansas City.

("JCEDC")

Community Facilities:

Hospital	1
Hospital Beds	84
Library	2
Hotels & Motels	6
Number of Rooms	339
Conference Centers	2
Capacity of Largest Center	5,000
Churches	20
Restaurants & Bars	56
Retail Stores	103

("JCEDC")

Recreation:

18-Hole Golf Courses	3
Soccer Fields	9
Tennis Courts	15
Baseball Fields	17
Bike trails	6
Walking Trails	17
Swimming Pools	3
Parks	11
Health Clubs (Public/Private)	6
Skate Park	1
Camp Grounds (Knob Noster)	1

("JCEDC")

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

DEMOGRAPHIC AND INCOME PROFILE

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. (<https://www.ucmo.edu/>)

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	660-262-4549
	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

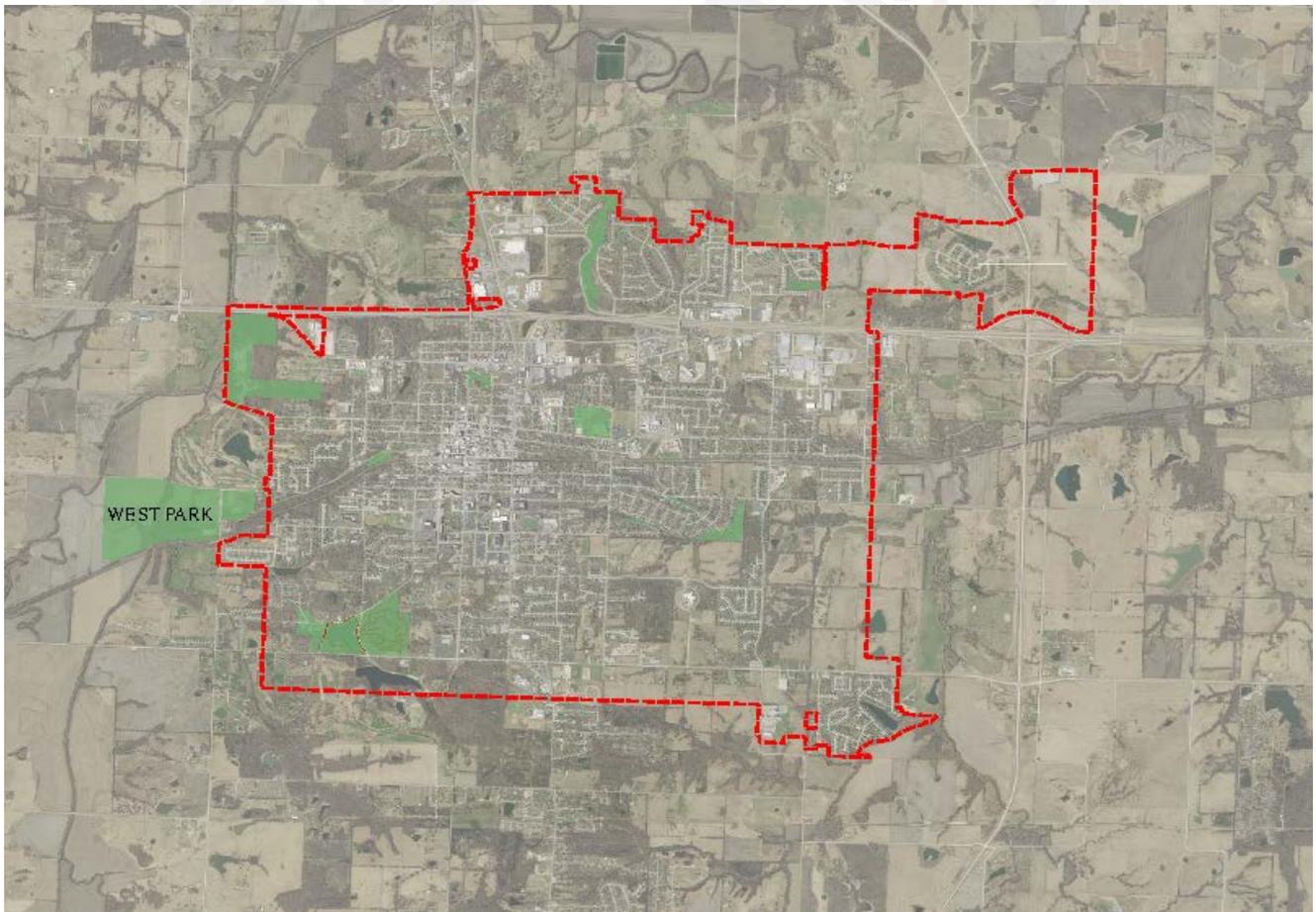
("JCEDC")

DEMOGRAPHIC AND INCOME PROFILE

Prepared by University of Missouri Extension

Contact: currymp@missouri.edu 573.882.9509

Data Source: STI Popstats http://www.synergostech.com/ps_intro.htm





DEMOGRAPHIC AND INCOME PROFILE

STI: PopStats Population Summary	Warrensburg city, MO		Johnson County, MO	
		%		%
Population				
2018 Estimate	19,957		54,850	
2010 Census	18,838		52,595	
2000 Census	16,837		48,258	
1990 Census	15,968		42,514	
Growth 2018-2010	5.94%		4.29%	
Growth 2010-2000	11.89%		8.99%	
2018 Estimated Population by Ethnicity	<u>19,957</u>		<u>54,850</u>	
White	17,114	85.8%	49,313	89.9%
Black	1,434	7.2%	2,369	4.3%
Asian	526	2.6%	842	1.5%
Other	882	4.4%	2,326	4.2%
2018 Estimated Population Hispanic or Latino	622		1,783	
2018 Estimated Total Population by Age	<u>19,957</u>		<u>54,850</u>	
Age 0 to 4	1,088	5.5%	3,189	5.8%
Age 5 to 14	1,862	9.3%	6,007	11.0%
Age 14 to 18	724	3.6%	2,674	4.9%
Age 18 to 22	4,688	23.5%	6,838	12.5%
Age 22 to 25	1,420	7.1%	3,030	5.5%
Age 25 to 30	1,473	7.4%	3,921	7.1%
Age 30 to 35	1,726	8.6%	4,106	7.5%
Age 35 to 40	1,146	5.7%	3,320	6.1%
Age 40 to 45	864	4.3%	2,855	5.2%
Age 45 to 50	796	4.0%	2,814	5.1%
Age 50 to 55	772	3.9%	3,053	5.6%
Age 55 to 60	769	3.9%	3,231	5.9%
Age 60 to 65	721	3.6%	2,870	5.2%
Age 65 to 70	616	3.1%	2,376	4.3%
Age 70 to 75	443	2.2%	1,820	3.3%
Age 75 to 80	311	1.6%	1,265	2.3%
Age 80 to 85	251	1.3%	835	1.5%
Age 85 and over	287	1.4%	646	1.2%
2018 Median Age	25.7		32.2	
2018 Average Age	32.4		36.1	
2018 Estimated Population Age 25+ by Educational Attainment	<u>10,175</u>		<u>33,112</u>	
Less than 9th grade	271	2.7%	901	2.7%
Some High School, no diploma	470	4.6%	1,892	5.7%
High School Graduate (or GED)	2,327	22.9%	10,434	31.5%
Some College, no degree	2,054	20.2%	7,640	23.1%
Associate Degree	752	7.4%	2,994	9.0%
Bachelor's Degree	2,241	22.0%	5,540	16.7%
Master's Degree	1,426	14.0%	2,712	8.2%
Professional School Degree	231	2.3%	424	1.3%
Doctorate Degree	404	4.0%	575	1.7%

DEMOGRAPHIC AND INCOME PROFILE

STI: PopStats Household Summary	Warrensburg city, MO		Johnson County, MO	
		%		%
Households				
2018 Estimate	7,276		20,178	
2010 Census	6,803		19,311	
2000 Census	6,148		17,410	
1990 Census	5,236		14,510	
Growth 2018-2010	6.95%		4.49%	
Growth 2010-2000	10.65%		10.92%	
Average Household Size				
2018 Estimated	2.33		2.54	
2018 Estimated Families by Number of Workers in Family	<u>3,592</u>		<u>13,165</u>	
No workers	447	12.4%	1,836	13.9%
1 worker	1,147	31.9%	4,150	31.5%
2 workers	1,772	49.3%	6,054	46.0%
3 or more workers	227	6.3%	1,125	8.5%
2018 Estimated Housing Units by Tenure	<u>7,903</u>		<u>22,148</u>	
Vacant Housing Units	627	7.9%	1,970	8.9%
Occupied Housing Units	7,276	92.1%	20,178	91.1%
Owner-Occupied	3,204	40.5%	12,576	56.8%
Renter-Occupied	4,072	51.5%	7,602	34.3%
2018 Estimated Per Capita Income	\$21,706		\$23,328	
Current Year Estimated Population by Educational Attainment	Warrensburg city, MO		Johnson County, MO	
		%		%
Current Year Estimated Population Age 25+ by Educational Attainment	<u>10,175</u>		<u>33,112</u>	
Less than 9th grade	271	2.7%	901	2.7%
Some High School, no diploma	470	4.6%	1,892	5.7%
High School Graduate (or GED)	2,327	22.9%	10,434	31.5%
Some College, no degree	2,054	20.2%	7,640	23.1%
Associate Degree	752	7.4%	2,994	9.0%
Bachelor's Degree	2,241	22.0%	5,540	16.7%
Master's Degree	1,426	14.0%	2,712	8.2%
Professional School Degree	231	2.3%	424	1.3%
Doctorate Degree	404	4.0%	575	1.7%
Current Year Estimated Population by Enrollment	<u>19,957</u>		<u>54,850</u>	
Nursery school/preschool	332	1.7%	846	1.5%
Kindergarten/Elementary School	1,619	8.1%	6,066	11.1%
High School	657	3.3%	2,407	4.4%
College/Graduate/Professional school	6,948	34.8%	9,736	17.8%
Not enrolled	10,400	52.1%	35,795	65.3%

DEMOGRAPHIC AND INCOME PROFILE

Current Year Estimated Employed Population Age 16+ by Industry	Warrensburg city, MO		Johnson County, MO	
Current Year Estimated Employed Population Age 16+ by Industry	<u>9,930</u>	%	<u>25,488</u>	%
Agriculture, forestry, fishing and hunting, mining and construction	344	3.5%	2,283	9.0%
Manufacturing	712	7.2%	2,815	11.0%
Wholesale & retail trade	1,650	16.6%	3,375	13.2%
Transportation and warehousing, and utilities	214	2.2%	1,035	4.1%
Information	145	1.5%	355	1.4%
Finance, insurance, real estate and rental and leasing	330	3.3%	1,134	4.4%
Professional, scientific, management, administrative, and waste management services	579	5.8%	1,678	6.6%
Professional, scientific, and technical services	312	3.1%	775	3.0%
Management of companies and enterprises	0	0.0%	0	0.0%
Administrative and support and waste management services	268	2.7%	903	3.5%
Educational, health and social services	3,414	34.4%	7,261	28.5%
Arts, entertainment, recreation, accommodation and food services	1,339	13.5%	2,288	9.0%
Other services (except public administration)	425	4.3%	1,238	4.9%
Public Administration	777	7.8%	2,026	7.9%
Current Year Estimated Employed Civilian Population Age 16 and over by Occupation	<u>9,930</u>		<u>25,488</u>	
Management, Professional, and Related occupations	3,301	33.2%	8,129	31.9%
Management, Business, and Financial Operations Occupations	778	7.8%	2,674	10.5%
Professional and Related Occupations	2,523	25.4%	5,455	21.4%
Service Occupations	2,288	23.0%	4,976	19.5%
Healthcare support occupations	286	2.9%	663	2.6%
Protective service occupations	183	1.8%	562	2.2%
Food preparation and serving related occupations	896	9.0%	1,676	6.6%
Building and grounds cleaning and maintenance occupations	333	3.4%	1,000	3.9%
Personal care and service occupations	590	5.9%	1,075	4.2%
Sales and Office Occupations	2,571	25.9%	5,843	22.9%
Sales and related occupations	1,155	11.6%	2,412	9.5%



DEMOGRAPHIC AND INCOME PROFILE

Office and administrative support occupations	1,416	14.3%	3,431	13.5%
Farming, fishing, and forestry occupations	81	0.8%	243	1.0%
Construction, Extraction, and Maintenance Occupations	524	5.3%	2,640	10.4%
Production, Transportation, and Material Moving Occupations	1,165	11.7%	3,657	14.3%
Current Year Estimated Households by Household Size, Household Type and Presence of Own Children	Warrensburg city, MO		Johnson County, MO	
		%		%
Current Year Estimated Households by Household Size	<u>7,276</u>		<u>20,178</u>	
1-person household	2,225	30.6%	4,800	23.8%
2-person household	2,518	34.6%	7,387	36.6%
3-person household	1,202	16.5%	3,377	16.7%
4-person household	820	11.3%	2,706	13.4%
5-person household	361	5.0%	1,237	6.1%
6-person household	101	1.4%	437	2.2%
7 or more person household	50	0.7%	234	1.2%
	7,276	30.6%	20,178	23.8%
	2,225		4,800	
Current Year Estimated Households by Household Type and Size and Presence of Children				
1 Person Households				
Family Households	3,592	49.4%	13,165	65.2%
Married-couple family	2,576	35.4%	10,576	52.4%
With own children under 18 years	1,265	17.4%	4,451	22.1%
No own children under 18 years	1,312	18.0%	6,125	30.4%
Male Householder: no wife present:	231	3.2%	711	3.5%
With own children under 18 years	116	1.6%	399	2.0%
No own children under 18 years	115	1.6%	312	1.5%
Female Householder: no husband present:	785	10.8%	1,878	9.3%
With own children under 18 years	503	6.9%	1,117	5.5%
No own children under 18 years	282	3.9%	761	3.8%
Nonfamily Households	1,459	20.1%	2,213	11.0%
		%		%
Current Year Estimated Households by Household Income	<u>7,276</u>		<u>20,178</u>	
Less than \$10,000	824	11.3%	1443	7.2%
\$10,000 to \$14,999	566	7.8%	1,135	5.6%
\$15,000 to \$19,999	531	7.3%	1,087	5.4%
\$20,000 to \$24,999	457	6.3%	1,096	5.4%
\$25,000 to \$29,999	478	6.6%	1,154	5.7%
\$30,000 to \$34,999	391	5.4%	1,139	5.6%
\$35,000 to \$39,999	417	5.7%	980	4.9%

DEMOGRAPHIC AND INCOME PROFILE

\$40,000 to \$44,999	311	4.3%	1,105	5.5%
\$45,000 to \$49,999	291	4.0%	996	4.9%
\$50,000 to \$54,999	292	4.0%	904	4.5%
\$55,000 to \$59,999	233	3.2%	844	4.2%
\$60,000 to \$64,999	271	3.7%	879	4.4%
\$65,000 to \$69,999	259	3.6%	776	3.8%
\$70,000 to \$74,999	233	3.2%	687	3.4%
\$75,000 to \$79,999	174	2.4%	627	3.1%
\$80,000 to \$84,999	154	2.1%	598	3.0%
\$85,000 to \$89,999	142	1.9%	550	2.7%
\$90,000 to \$94,999	134	1.8%	507	2.5%
\$95,000 to \$99,999	122	1.7%	469	2.3%
\$100,000 to \$124,999	489	6.7%	1,645	8.2%
\$125,000 to \$149,999	179	2.5%	627	3.1%
\$150,000 to \$174,999	154	2.1%	420	2.1%
\$175,000 to \$199,999	80	1.1%	218	1.1%
\$200,000 to \$249,999	53	0.7%	165	0.8%
\$250,000 to \$499,999	24	0.3%	71	0.4%
\$500,000 or more	18	0.2%	56	0.3%
Median Household Income	\$39,681		\$49,769	
Average Household Income	\$54,295		\$60,728	
Current Year Estimated Owner-Occupied Housing Units by Value	Warrensburg city, MO		Johnson County, MO	
		%		%
Current Year Estimated Owner-Occupied Housing Units by Value	<u>3,204</u>		<u>12,576</u>	
Less than \$10,000	45	1.4%	303	2.4%
\$10,000 to \$14,999	12	0.4%	82	0.7%
\$15,000 to \$19,999	11	0.3%	106	0.8%
\$20,000 to \$24,999	7	0.2%	86	0.7%
\$25,000 to \$29,999	13	0.4%	98	0.8%
\$30,000 to \$34,999	20	0.6%	114	0.9%
\$35,000 to \$39,999	1	0.0%	84	0.7%
\$40,000 to \$49,999	18	0.6%	286	2.3%
\$50,000 to \$59,999	11	0.3%	215	1.7%
\$60,000 to \$69,999	54	1.7%	332	2.6%
\$70,000 to \$79,999	96	3.0%	381	3.0%
\$80,000 to \$89,999	98	3.1%	379	3.0%
\$90,000 to \$99,999	131	4.1%	610	4.9%
\$100,000 to \$124,999	414	12.9%	1,552	12.3%
\$125,000 to \$149,999	483	15.1%	1,437	11.4%
\$150,000 to \$174,999	450	14.0%	1,353	10.8%
\$175,000 to \$199,999	414	12.9%	1,385	11.0%
\$200,000 to \$249,999	424	13.2%	1,623	12.9%
\$250,000 to \$299,999	250	7.8%	870	6.9%
\$300,000 to \$399,999	156	4.9%	724	5.8%

DEMOGRAPHIC AND INCOME PROFILE

\$400,000 to \$499,999	67	2.1%	280	2.2%
\$500,000 to \$749,999	17	0.5%	97	0.8%
\$750,000 to \$1,000,000	2	0.1%	103	0.8%
\$1,000,000 or more	12	0.4%	76	0.6%
Median Housing Unit Value	\$160,597		\$154,120	
Average Housing Unit Value	\$176,445		\$180,047	
Current Year Estimated Households by Wealth & Poverty	Warrensburg city, MO		Johnson County, MO	
		%		%
Estimated Households by Wealth	<u>7,276</u>		<u>20,178</u>	
\$0 and under*	1,504	20.7%	3,791	18.8%
\$1 to \$4,999	784	10.8%	1,925	9.5%
\$5,000 to \$9,999	402	5.5%	1,011	5.0%
\$10,000 to \$24,999	517	7.1%	1,366	6.8%
\$25,000 to \$49,999	500	6.9%	1,405	7.0%
\$50,000 to \$99,999	712	9.8%	2,076	10.3%
\$100,000 to \$249,999	1,180	16.2%	3,541	17.5%
\$250,000 to \$499,999	809	11.1%	2,466	12.2%
\$500,000+	868	11.9%	2,597	12.9%
Average Household Wealth	\$201,143		\$217,371	
Median Household Wealth	\$46,521		\$64,234	
Estimated Households by Poverty	<u>7,276</u>		<u>20,178</u>	
In Poverty	2,042	28.1%	3,417	16.9%
Married	133	1.8%	572	2.8%
Male Householder	50	0.7%	141	0.7%
Female Householder	257	3.5%	520	2.6%
Non-family	891	12.2%	1,424	7.1%
Non-family Student	711	9.8%	760	3.8%
Above Poverty	5,234	71.9%	16,761	83.1%
*The data range reaches from negative wealth (household debts outstrip assets) to zero (assets equal liabilities)				
Current Year Population by STI: Landscape Category, WorkPlace, Per Capita Expenditures	Warrensburg city, MO		Johnson County, MO	
		%		%
Population in Households by STI: Landscape Category	<u>16,920</u>		<u>51,194</u>	
A-Creme de la Creme	0	0%	0	0%
B-Urban Cliff Climbers	6,364	38%	14,023	27%
C-Urban Cliff Dwellers	0	0%	0	0%
D-Seasoned Urban Dwellers	0	0%	0	0%
E-Thriving Alone	0	0%	0	0%
F-Going it Alone	2,179	13%	2,201	4%
G-Struggling Alone	573	3%	1,229	2%
H-Single in the Suburbs	5,058	30%	6,519	13%
I-Married in the Suburbs	0	0%	0	0%
J-Retired in the Suburbs	0	0%	0	0%



DEMOGRAPHIC AND INCOME PROFILE

K-Living with Nature	0	0%	18,731	37%
L-Working with Nature	0	0%	3,827	7%
M-Harlem Gateway	0	0%	0	0%
N-Espaniola	0	0%	0	0%
O-Specialties	2,746	16%	4,664	9%
Workplace				
Workplace Establishments	666		1,170	
Workplace Employees (FTE)	9,170		18,374	
Weekly Per Capita Consumer Expenditures				
Market Basket	\$40.07		\$45.18	
Apparel and services	\$10.01		\$11.52	
Transportation	\$51.75		\$60.25	
Health Care	\$23.26		\$27.94	
Entertainment	\$13.79		\$16.14	
STI: WorkPlace Salary	Warrensburg city, MO		Johnson County, MO	
		%		%
All Employees	<u>9,170</u>		<u>18,374</u>	
Less than \$10,000	172	1.9%	313	1.7%
10,000 to 15,000	0	0.0%	10	0.1%
15,000 to 20,000	528	5.8%	655	3.6%
20,000 to 25,000	1,321	14.4%	1,949	10.6%
25,000 to 30,000	1,173	12.8%	1,843	10.0%
30,000 to 35,000	1,225	13.4%	1,804	9.8%
35,000 to 40,000	817	8.9%	1,741	9.5%
40,000 to 45,000	696	7.6%	3,637	19.8%
45,000 to 50,000	644	7.0%	2,336	12.7%
50,000 to 55,000	564	6.1%	1,133	6.2%
55,000 to 60,000	187	2.0%	269	1.5%
60,000 to 65,000	232	2.5%	454	2.5%
65,000 to 70,000	140	1.5%	237	1.3%
70,000 to 75,000	214	2.3%	316	1.7%
75,000 to 80,000	153	1.7%	283	1.5%
80,000 to 85,000	146	1.6%	254	1.4%
85,000 to 90,000	261	2.8%	354	1.9%
90,000 to 95,000	381	4.2%	409	2.2%
95,000 to 100,000	162	1.8%	173	0.9%
\$100,000 and over	155	1.7%	204	1.1%
Median Employee Salary	\$36,014		\$41,199	
Average Employee Salary	\$43,475		\$43,010	
STI: WorkPlace Daytime Population	Warrensburg city, MO		Johnson County, MO	
		%		%
Daytime Population	<u>36,381</u>		<u>63,685</u>	
Children at home	797	2.2%	2,397	3.8%

DEMOGRAPHIC AND INCOME PROFILE

Retired/Disable persons	1,540	4.2%	5,777	9.1%
Homemakers	3,633	10.0%	8,279	13.0%
Student Populations	20,362	56.0%	26,534	41.7%
Prekindergarten to 8th Grade	2,315	6.4%	5,363	8.4%
9th grade to 12th Grade	934	2.6%	2,112	3.3%
Post-Secondary Students	17,113	47.0%	19,059	29.9%
Work at Home	448	1.2%	1,206	1.9%
Employed	9,170	25.2%	18,374	28.9%
Unemployed	432	1.2%	1,118	1.8%
Employees (FTE) by Race	9,170		18,374	
White	8,295	90.5%	16,956	92.3%
Black	554	6.0%	854	4.6%
Asian	125	1.4%	197	1.1%
Other	196	2.1%	367	2.0%
Not Hispanic	8,943	97.5%	17,835	97.1%
Hispanic	227	2.5%	539	2.9%
Employees by Age	9,170		18,374	
Age 30 and under	3,018	32.9%	4,693	25.5%
Age 30 to 55	4,341	47.3%	9,560	52.0%
Age 55 and over	1,811	19.7%	4,121	22.4%
Employees by Gender	9,170		18,374	
Males	4,067	44.4%	9,353	50.9%
Females	5,103	55.6%	9,021	49.1%
Employees Age 30+ by Education	6,151		13,681	
Did not Graduate High School	699	11.4%	1,330	9.7%
High School Graduate (or GED)	2,085	33.9%	4,533	33.1%
Some College, no degree	2,049	33.3%	4,390	32.1%
College Degree and above	1,319	21.4%	3,428	25.1%
<p>Note: Some people can be classified as having several of the above attributes at the same time. For example, college students who are working their way through school or people employed but working out of their homes. Therefore, some people maybe counted twice. This double-counting causes the daytime population to be approximately 6% higher than the population figures found in STI: PopStats.</p>				

CITY OF WARRENSBURG STRATEGIC PLAN



**Fiscal Years
2017-2021**



2017 to 2022 Strategic Plan

Framework

The City of Warrensburg's Strategic Plan is a clear description of where the City is going and how it intends to get there. It includes a vision, a set of multi-year goals that guide decisions, objectives and strategies for each goal. This plan is also the framework by which the City aligns programs and spending with long-term goals. It is an organizational roadmap that provides transparency and accountability for results, while ensuring the most effective use of limited resources by focusing on key priorities. The City staff will work to execute the Strategic Plan and report progress to City Council and the community throughout the fiscal year.

Strategic Vision and Focus Areas

The City Council's strategic vision is a future of success, sustainability, and strength. This vision is centered on 4 focus areas, which illustrate specific needs or objectives within our community that will be necessary to achieve our desired vision:

- Infrastructure
- Economic Vitality
- Growth and Investment
- Regional Draw
- Employee Morale and Retention

While these focus areas are unique, they are joined together in our Strategic Plan to demonstrate the cause and effect between the choices and actions taken by Staff and Council.

Understanding the Plan

Our Strategic Plan focuses the priorities that the organization will complete within the next ten years. This plan guides readers through the City of Warrensburg's goals resulting from the budget retreat held on May 18, 2016. Each goal has objectives and related strategies to be implemented during this strategic plan. The following is a brief definition of the goals, objectives and strategies:

Goals are the general topics that most likely will involve multiple departments and encompass many objectives. Combining objectives within goals helps to ensure that activities covering similar areas are aligned to produce more effective and efficient results.

Objectives are multi-year in nature. The timeframe for achieving an objective is typically three to five years, although some will take longer to accomplish.

Strategies are the means to achieve the goals. The timeframe for implementing strategies can be within a single budget year, or may span several years depending on the specific program or size of the projects undertaken.

2017 to 2022 Strategic Plan



Focus I: Investment in Infrastructure

Goal: *Allocate resources efficiently to maintain existing infrastructure, while forecasting future needs and properly providing standards that ensure quality infrastructure for future growth*

Objectives

The City of Warrensburg has identified four objectives to help achieve current infrastructure needs. These objectives are as followed:

1. Connect and Maintain City Sidewalks and Trails
2. Prepare an Infrastructure Investment Plan
3. Replace and improve aging infrastructure, aesthetics, and traffic flow in the Maguire Street corridor
4. Develop new Industrial-Business Park/infrastructure including master site planning and financing options

2017 to 2022 Strategic Plan

Focus I: Investment in Infrastructure

1. Maintain City Sidewalks

Strategies	Start Year
1a. Increase Curb and Sidewalk program in CIP when possible	FY18
1b. Add ADA accessibility to all new and reconstructed sidewalks	FY18
1c. Continue trails and sidewalk connection implementation plan	FY18
1d. Increase bike trail connectivity to downtown	FY19

2. Infrastructure Investment Plan

Strategies	Start Year
2a. Explore funding methods for Storm water Utility	FY18
2b. Develop inflow and infiltration study implementation program	FY18
2c. Improve street appearance, quality and number of miles improved with asphalt overlay yearly	FY17-FY21

3. Replace and improve aging infrastructure, aesthetics, and traffic flow in the Maguire Street corridor

Strategies	Start Year
3a. Complete Maguire Street corridor engineering	FY18
3b. Explore funding options for Maguire Street corridor construction	FY17-FY18
3c. Connectivity of Trail System – Farmers Market, Maguire Street, Blind Boone Park	FY18
3d. Fund and Construct Highway 50 Bridge Interchange	FY19

4. Develop new Industrial-Business Park/infrastructure including master site planning and financing options

Strategies	Start Year
4a. Continue to grow the cash reserve for Industrial-Business Park activities	FY17-FY22
4b. Actively participate in development agreement processes with JCEDC to promote Warrensburg to industrial businesses	FY17
4c. Identify future Fire Station site	FY19

2017 to 2022 Strategic Plan



Focus II: Community Pride and Interaction

Goal: *Provide quality services to the community that preserve and stimulate economic prosperity*

Objectives

The City of Warrensburg has identified four objectives to support economic vitality. These objectives are as followed:

1. Engaging Communication via all forms of media
2. Increase regional partnerships for projects with multi-jurisdictional impact
3. Forge stronger partnership and increased support of Whiteman Air Force Base
4. Identify and promote projects that enhance quality of life in Warrensburg



2017 to 2022 Strategic Plan

Focus II: Community Pride and Interaction

1. Engaging Communication via all forms of media

Strategies	Start Year
1a. Improve Public Relations by creating a point of contact at the city for community utilization	FY17
1b. Continue to update and maintain City website daily	FY19
1c. Evaluate community satisfaction through surveys, and community meetings	FY18
1d. Begin "Coffee with the Council" to engage the public	FY19

2. Increase regional partnerships for projects with multi-jurisdictional impact

Strategies	Start Year
2a. Assist in the completion of Spirit Trail	FY17-FY18
2b. Improve connectivity between UCM campus, downtown and community at large	FY18
2c. Partner with other communities within Johnson County to assist with the Animal Shelter	FY19
2d. Promote Rock Island Trail and connections to Warrensburg	FY17-FY18

3. Forge stronger partnership and increased support of Whiteman Air Force Base

Strategies	Start Year
3a. Market Warrensburg to those stationed at Whiteman Air Force Base that do not live in Warrensburg	FY17
3b. Continue to meet monthly to share ideas and strategies of mutual interest	FY17
3c. Hwy DD/Whiteman Trail - finalize engineering and secure preliminary funding	FY17-FY19
3d. Maintain participation in parades, BRAC, Whiteman Heritage Center, and 4th of July events	FY18

4. Identify and promote projects that enhance quality of life in Warrensburg

Strategies	Start Year
4a. Explore marketing/public relations positing (Full time Vs. Internship)	FY17
4b. Coordinate visual advertising campaign that promotes the Warrensburg area	FY17-FY22
4c. Continue to seek environmentally sustainable solutions and approaches for our community	FY17-FY12
4d. Identify a location and construct a community sign on the northeast side of Warrensburg	FY19

2017 to 2022 Strategic Plan



Focus III: Growth and Development

Goal: *Continued development to make our community more attractive, economically stronger, and more socially diverse*

Objectives

The City of Warrensburg has identified four objectives to promote growth and investment. These objectives are as followed:

1. Improve and maintain rankings and ratings that result in community savings and efficiencies
2. Adopt City goals, policies and plans to support and encourage residential, commercial, and industrial growth
3. Focus on General Obligation Bond developments and spending transparency
4. Update and Implement new technologies



2017 to 2022 Strategic Plan

Focus III: Growth and Investment

1. Improve and maintain rankings and ratings that result in community savings and efficiencies

Strategies	Start Year
1a. Improve ISO Rating	FY17
1b. Maintain Current Bond Rating	FY17
1c. Update financial reports to provide concise, pertinent, and timely information	FY17
1d. Maintain CALEA rating	FY19

2. Adopt City goals, policies and plans to support and encourage residential, commercial, and industrial growth

Strategies	Start Year
2a. Actively recruit new business, including retail and primary employers	FY18
2b. Identify property for building residential homes	FY17
2c. Identify incentives to promote residential building	FY18
2d. Focus on development needs through one on one meetings with developers	FY17

3. Educate the Community on Future City Developments

Strategies	Start Year
3a. Work with community organizations to promote plans for growth and funding mechanisms	FY17-FY18
3b. Create a citizens group for community education on City issues	FY17
3c. Identify funds spent on projects in the community and report cost via website/social media	FY18-FY19

4. Update and Implement new technologies

Strategies	Start Year
4a. City wide Fiber installation	FY18
4b. Update Incode systems, including implementation of document management system	FY17
4c. Install Wi-Fi connections to City buildings	FY17
4d. Increase software and hardware investments to boost efficiency and effectiveness of services	FY18

2017 to 2022 Strategic Plan



Focus IV: Regional Draw

Goal: *Create a vibrant and inviting atmosphere that offers a unique feeling of inclusiveness*

Objectives

The City of Warrensburg has identified four objectives to promote regional draw. These objectives are as followed:

1. Warrensburg Convention and Visitors Bureau (WCVB) continued focus to attract new events and enhance current events
2. Enhance culture of Warrensburg Heritage with events and themes
3. Enhance Warrensburg Arts
4. Develop City Owned Hawthorne Lots

2017 to 2022 Strategic Plan

Focus IV: Regional Draw

1. WCVB Continued focus to attract new events and enhance current events

Strategies	Start Year
1a. Meet with hotel owners/managers to determine when rooms are vacant and work with community groups to fill rooms	FY17
1b. Increase sports tourism	FY19
1c. Foster partnerships with community organizations to attract sporting tournaments to the City	FY19
1d. Work with City to actively recruit businesses through increased tourism	FY17

2. Enhance culture of Warrensburg Heritage with events and themes

Strategies	Start Year
2a. Determine our target market and develop a niche market	FY17
2b. Support and grow Old Drum Days	FY17
2c. Support WCVB's efforts to promote the phrase "Man's Best Friend", and Old Drum logo	FY17
2d. Further promote Burg Fest and Dickens Christmas	FY18

3. Enhance Warrensburg Arts

Strategies	Start Year
2c. Enhanced promotion of the Burg Dog Unleashed Art Project	FY17
3b. Create a map of Warrensburg with main attractions, art tours, and old home tours	FY18
3c. Promote and grow the "Art on Loan" program	FY19
3d. Maintain WCVB tourism hub that encompasses all information about our community	FY17

4. Develop City Owned Hawthorne Lots

Strategies	Start Year
4a. Promote the sale of City owned land	FY17
4b. Explore options for new businesses to locate to the Hawthorne area	FY17

2017 to 2022 Strategic Plan



Focus V: Employee Morale and Retention

Goal: *Establish an inviting working environment for employees*

Objectives

The City of Warrensburg has identified four objectives to promote employee morale. These objectives are as followed:

1. Create open communication between employees and management
2. Provide employees with the best, and most economical benefits
3. Encourage ongoing education and learning opportunities
4. Promote from within when possible

2017 to 2022 Strategic Plan

Focus V: Employee Morale and Retention

1. Create open communication between employees and management

Strategies	Start Year
1a. Be open, honest, and transparent with Staff	FY17
1b. Conduct department meetings with Staff on a monthly basis	FY18
1c. Provide employee recognition quarterly	FY18

2. Provide employees with the best, and most economical benefits

Strategies	Start Year
2a. Continue the PTO buy-back program	FY17
2b. Increase the amount of family coverage provided by the City	FY17
2c. Implement wage increases based on performance	FY18

3. Encourage ongoing education and learning opportunities

Strategies	Start Year
3a. Offer and fund the tuition reimbursement program	FY17
3b. Encourage Staff to attend continuing education courses, conferences and seminars	FY18
3c. Offer incentives for completing levels of higher education and job related certifications	FY18

4. Promote from within when possible

Strategies	Start Year
4a. Help employees develop skills for future use	FY18
4b. Advocate career development	FY18
4c. Give Staff visibility on career development options	FY18

City of Warrensburg Reporting and Accountability (Status) Worksheet

Focus I: Investment in Infrastructure							
Objective	Strategy	Responsible Department	Funded	Estimated Cost	Recurring Cost	Project Start	Projected Completion
1. Connect and Maintain City Sidewalks and Trails	Increase Curb and Sidewalk program in CIP when possible	Public Works		\$5,000	YES	FY18	Indefinite
	Add ADA accessibility to all new and reconstructed sidewalks	Public Works	X	\$40,000	YES		Indefinite
	Continue trails and sidewalk connection implementation plan	Public Works		\$40,000	YES		Indefinite
	Connectivity of Trail System – Farmers Market, Maguire Street, Blind Boone Park	Public Works					
	Increase bike trail connectivity to downtown	Public Works			YES		Indefinite
2. Infrastructure Investment Plan	Complete Storm Water Master Plan	WPC	X	\$78,116	-	FY13	FY18
	Explore funding methods for Storm water Utility	Finance/ WPC	N/A	-	-	FY17	Indefinite
	Develop inflow and infiltration study implementation program	WPC	X	\$100,000	YES	FY18	Indefinite
	Implement MS4 program	WPC	X			FY17	FY17
	Improve street appearance, quality and number of miles improved with asphalt overlay yearly	Public Works		\$600,000	YES	FY17	Indefinite
3. Replace and improve aging infrastructure, aesthetics, and traffic flow in the Maguire Street corridor	Complete Maguire Street corridor engineering	Public Works					
	Explore funding options for Maguire Street corridor construction	Finance/ Public Works	X	-	-	FY17	Indefinite
	Implement phase 1 of the Maguire Street Traffic Signalization	Public Works	X	\$1,279,028	NO	FY17	FY18
	Fund and Construct Highway 50 Bridge Interchange	Public Works		\$16,000,000	YES	FY22	FY23
4. Develop new Industrial-Business Park/infrastructure including master site planning and financing options	Identify priority site	City Manager/ Public Works	X	-	-	FY17	FY17
	Identify and recruit corporations	City Manager	X	\$27,000	\$27,000	FY17	Indefinite
	Actively participate in development agreement processes with JCEDC to promote Warrensburg to industrial businesses	City Manager	X	-	-	FY17	Indefinite
	Identify future Fire Station site	Fire Department				FY19	FY22
	Continue to grow the cash reserve for Industrial-Business Park activities	Finance	X	\$75,000	\$75,000	FY17	FY22



City of Warrensburg Reporting and Accountability (Status) Worksheet

Focus II: Community Pride and Interaction							
Objective	Strategy	Responsible Department	Funded	Estimated Cost	Recurring Cost	Project Start	Projected Completion
1. Engaging Communication via all forms of media	Improve Public Relations by creating a point of contact at the city for community utilization	PIO	X	-	-	FY18	Indefinite
	Continue to update and maintain City website daily	PIO	X	\$30,000		FY17	FY17
	Evaluate community satisfaction through surveys, and community meetings	City Manager/PIO	X	\$14,000	-	FY18	FY18
	Use website/social media to reach target market for existing activities and stay updated	PIO	X	N/A	NO	FY17	Indefinite
	Begin "Coffee with the Council" to engage the public	City Council	X	N/A	NO	FY19	Indefinite
2. Increase regional partnerships for projects with multi-jurisdictional impact	Assist in the completion of Spirit Trail	Public Works		-	-		
	Improve connectivity between UCM campus, downtown and community at large	Public Works	X	\$709,000	NO	FY18	FY18
	Increase ridership and communication OATS transportation	PIO/ City Clerk		-	-	FY17	FY22
	Promote Rock Island Trail and connections to Warrensburg	PIO		-	-		
	Partner with other communities within Johnson County to assist with the Animal Shelter	Animal Shelter		-	-	FY19	Indefinite
3. Forge stronger partnership and increased support of Whiteman Air Force Base	Market Warrensburg to those stationed at Whiteman Air Force Base that do not live in Warrensburg	PIO	X	\$100	YES	FY17	Indefinite
	Continue to meet monthly to share ideas and strategies of mutual interest	City Manager	X	-	NO	FY17	Indefinite
	Hwy DD/Whiteman Trail - finalize engineering and secure preliminary funding	Public Works	X	\$15,000	NO	FY17	FY19
	Maintain participation in parades, BRAC, Whiteman Heritage Center, and 4th of July events	City Manager	X	-	NO	FY17	Indefinite
4. Identify and promote projects that enhance quality of life in Warrensburg	Work with the Park Board to enhance City trails with landscape and lighting plan, and update aging playgrounds	City Manager/ Public Works/ Parks and Rec		-	-	FY17	FY22
	Explore marketing/public relations positing (Full time Vs. Internship)	City Manager	X	-	NO	FY18	
	Enhance street light upgrades and efficiencies	Public Works	X	\$2,500	YES	FY17	FY18
	Coordinate visual advertising campaign that promotes the Warrensburg area	PIO/ City Manager		-	NO	FY17	FY22
	Continue to seek environmentally sustainable solutions and approaches for our community	City Manager	X	-	-	FY17	Indefinite
	Identify a location and construct a community sign on the northeast side of Warrensburg	Public Works	X	-	NO	FY19	FY20

City of Warrensburg Reporting and Accountability (Status) Worksheet

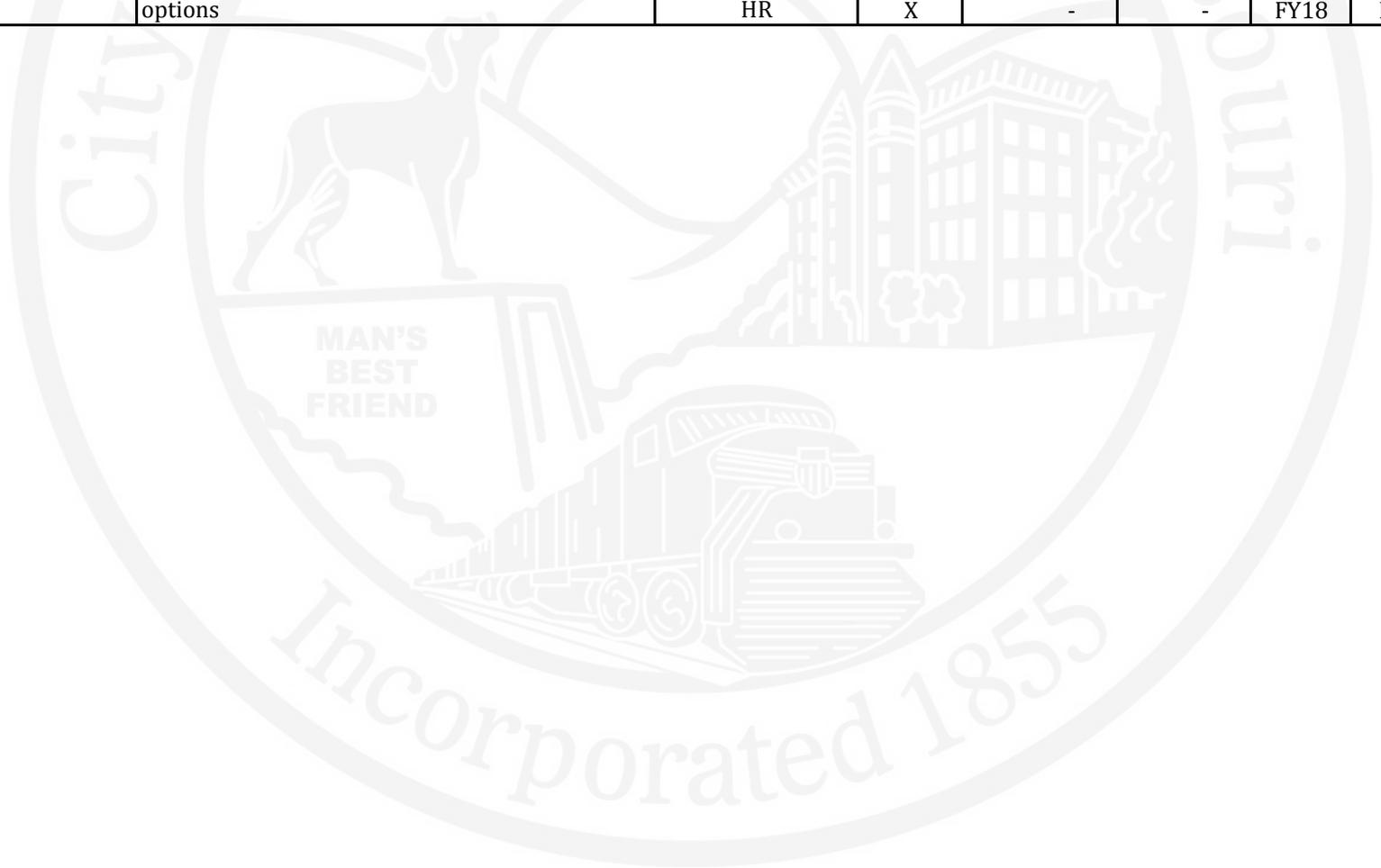
Focus III: Growth and Development							
Objective	Strategy	Responsible Department	Funded	Estimated Cost	Recurring Cost	Project Start	Projected Completion
1. Improve and maintain rankings and ratings that result in community savings and efficiencies	Improve ISO Rating	Fire	X	\$200,000	YES	FY17	FY18
	Maintain Current Bond Rating	Finance	X	-	-	FY17	FY18
	Update financial reports to provide concise, pertinent, and timely information	Finance	X	-	-	FY17	Indefinite
	Implement recommendations from the financial auditors yearly	Finance	X	-	-	FY17	Indefinite
	Maintain CALEA rating	Law Enforcement	X	-	-	FY19	Indefinite
2. Adopt City goals, policies and plans to support and encourage residential, commercial, and industrial growth	Actively recruit new business, including retail and primary employers	City Manager/ Economic Development	X	\$27,000	YES	FY17	Indefinite
	Update financial procedures in support of the current financial policies	Finance	X	-	-	FY17	Indefinite
	Identify property for building residential homes	Community Development	X	-	-	FY18	FY22
	Identify incentives to promote residential building	Community Development	X	-	-	FY18	FY22
	Create marketing materials to place in hotels, restaurants, etc.	PIO		-	-	FY19	FY19
3. Focus on General Obligation Bond developments and spending transparency	Publish a timeline on the City website that outlines accomplishments and project milestones	Finance/ Public Works/ Fire	X	-	-	FY18	FY19
	Identify and report every dollar spent on GO Bond projects	Finance/ Public Works/ Fire	X	-	-	FY18	FY19
	Construct signs that identify the projects that where paid for with GO Bond funds	Public Works	X	-	-	FY18	FY19
	Display new Fire apparatus to the public	Fire	X	-	-	FY18	FY19
3. Educate the Community on Future City Developments (FY19)	Work with community organizations to promote plans for growth and funding mechanisms	Department Heads		-	-	FY19	Indefinite
	Create a citizens group for community education on City issues	Department Heads		-	-	FY19	Indefinite
	Identify funds spent on projects in the community and report cost via website/social media	Finance		-	-	FY19	Indefinite
4. Update and Implement new technologies	Implement GIS system	Community Development	X	\$9,156	YES	FY16	Indefinite
	City wide Fiber installation	IT		-	-	FY18	FY19
	Update Incode systems, including implementation of document management system	IT/ Finance	X	\$160,000	YES	FY17	FY18
	Install Wi-Fi connections to City buildings	IT	X	\$75,000	NO	FY18	FY19
	Increase software and hardware investments to boost efficiency and effectiveness of services	IT	X	\$75,000	YES	FY19	Indefinite

City of Warrensburg Reporting and Accountability (Status) Worksheet

Focus IV: Regional Draw							
Objective	Strategy	Responsible Department	Funded	Estimated Cost	Recurring Cost	Project Start	Projected Completion
1. Warrensburg Convention and Visitors Bureau (WCVB) continued focus to attract new events and enhance current events	Meet with hotel owners/managers to determine when rooms are vacant and work with community groups to fill rooms	WCVB Director	X	-	NO	FY17	Indefinite
	Increase sports tourism	WCVB Director	X	-	YES		Indefinite
	Increase grant writing to support WCVB efforts	WCVB Director	X	-	NO	FY17	FY22
	Foster partnerships with community organizations to attract sporting tournaments to the City	WCVB	X	-	YES	FY19	Indefinite
	Examine expected objectives, competencies, and priorities	WCVB Director	X	-	NO	FY17	FY18
	Work with City to actively recruit businesses through increased tourism	WCVB Director	X	-	NO	FY17	Indefinite
2. Enhance culture of Warrensburg Heritage with events and themes	Determine our target market and develop a niche market	PIO	X	\$15,000	NO	FY17	FY18
	Support and grow Old Drum Days & Burg Dog Unleashed Art Project	WCVB Director/ Economic Development	X	\$700	YES	FY17	FY22
	Support WCVB's efforts to promote the phrase "Man's Best Friend", and Old Drum logo	Economic Development	X	-	NO	FY17	FY22
	Further promote Burg Fest and Dickens Christmas	PIO	X	\$100	YES	FY18	FY22
3. Enhance Warrensburg Arts	Enhanced promotion of the Burg Dog Unleashed Art Project	WCVB Director/ PIO	X	-	NO	FY18	FY22
	Create a map of Warrensburg with main attractions, art tours, and old home tours	WCVB Director/ Economic Development		-	-		
	Promote and grow the "Art on Loan" program	Arts Commission	X		YES	FY18	Indefinite
	Maintain WCVB tourism hub that encompasses all information about our community	WCVB Director/ Economic Development	X	-	-	FY17	Indefinite
4. Develop City Owned Hawthorne Lots	Promote the sale of City owned land	Community Development	X	8% of Sale	NO	FY17	Indefinite
	Explore options for new businesses to locate to the Hawthorne area	Community Development	X	-	-	FY17	Indefinite

City of Warrensburg Reporting and Accountability (Status) Worksheet

Focus V: Employee Morale and Retention							
Objective	Strategy	Responsible Department	Funded	Estimated Cost	Recurring Cost	Project Start	Projected Completion
1. Create open communication between employees and management	Be open, honest, and transparent with Staff	Department Heads	X	-	-	FY17	Indefinite
	Conduct department meetings with Staff on a monthly basis	Department Heads	X	-	-	FY18	Indefinite
	Provide employee recognition quarterly	HR	X	\$1,000	YES	FY18	Indefinite
2. Provide employees with the best, and most economical benefits	Continue the PTO buy-back program	City Manager/HR	X	\$175,000	YES	FY17	Indefinite
	Increase the amount of family coverage provided by the City	City Manager/HR		-	YES	FY17	FY22
	Implement wage increases based on performance	City Manager/HR		-	YES	FY18	Indefinite
3. Encourage ongoing education and learning opportunities	Offer and fund the tuition reimbursement program	City Manager/HR	X	\$20,000	YES	FY17	Indefinite
	Encourage Staff to attend continuing education courses, conferences and seminars	HR/Department Heads	X	\$74,000	YES	FY18	Indefinite
	Offer incentives for completing levels of higher education and job related certifications	City Manager/HR		-	YES	FY18	Indefinite
4. Promote from within when possible	Help employees develop skills for future use	Department Heads	X	-	-	FY18	Indefinite
	Advocate carrier development	Department Heads	X	-	-	FY18	Indefinite
	Give Staff visibility on career development options	HR	X	-	-	FY18	Indefinite





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, to record 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 breakdown of sources and uses of each of these Funds is provided in the individual sections, and funding sources are located in the Fund matrix.

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 City’s basic services and is funded almost entirely from Sales tax collected in the City, and in part by general revenues of the City such as 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, and the Community Investment Plan (CIP) Funds. 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 CIP Funds are used to account for specific revenue streams designated for investing in our community through capital improvements, and infrastructure maintenance programs.

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 NID activities, and a Tax Incremental Financing fund (TIF) to account for TIF related activities. The activities of the NID and TIF funds are generally associated with the collection of special assessments dedicated to servicing the debt incurred to fund specific neighborhood improvement projects or defined tax districts.

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 at no profit to the Fund.

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.

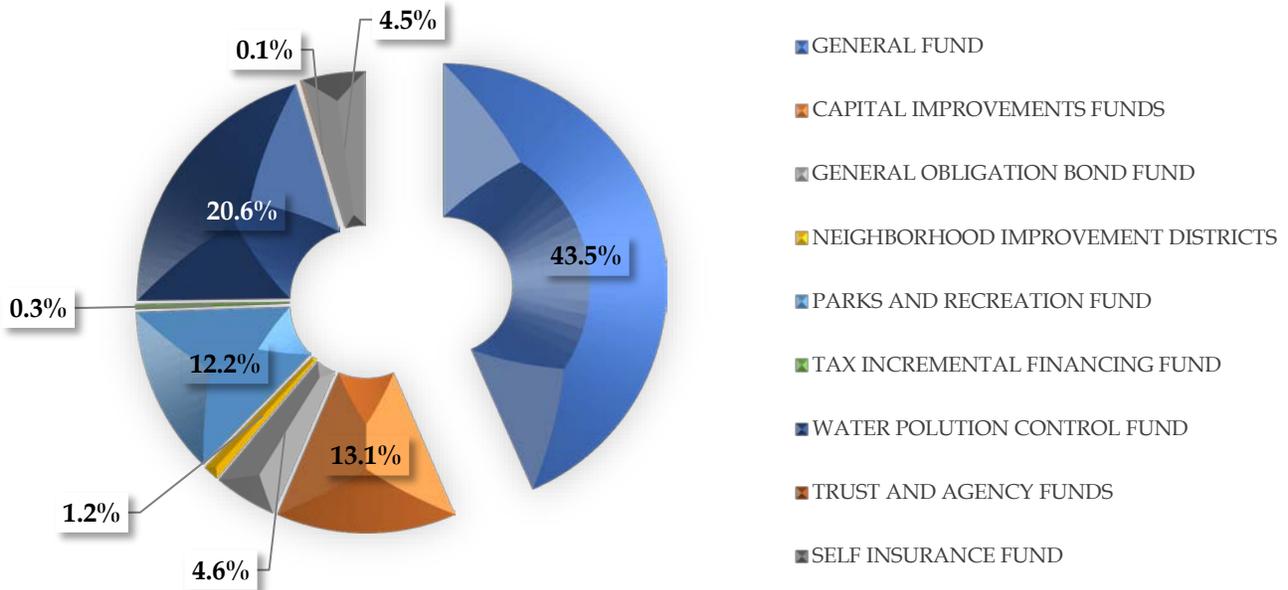
FISCAL YEAR 2019 BUDGET CALENDAR

ACTIVITY		PLAN START	PLAN DURATION
February	9 Complete Cover Art rules and guidelines, and set a public release date	1	3
	23 Strategic Plan Review - Performance Measurement Discussion	4	1
	28 CIP and Capital Outlay Requests due to Finance	5	2
March	1 FY19 Budget available for departments to enter numbers	5	10
	5 CIP Committee Meets	6	1
	6 Review FY19 Budget Priorities with Staff (Department Head Meeting)	6	1
	16 Revenue Projection for CIP	7	2
	23 Personnel Base Budget Complete (based on current staff and current benefits)	8	1
	30 Personnel Requests from Departments due to Finance and Human Resources	9	1
April	2 Personnel Compensation Package Review	10	3
	6 Report to City Manager for cost of Personnel Compensation Package	10	2
	16 Performance Measurements and Narratives sent to department heads	13	1
	23 City Council tour through City Hall	14	1
	26 Budget Retreat	14	1
	30 Send meeting request for Boards and Community funding request	15	1
May	4 Completion of initial budget numbers by departments	15	1
	9 FY19 Strategic Plan meeting and Budget Retreat Review	16	1
	14 Department and CIP budget review with Finance and the City Manager	17	1
	21 Review of FY18 Budget vs Actuals	18	2
	30 Performance Measurement/Narrative Review	19	1
	31 Preliminary Health Discussion Plan Design	19	1
June	4 Department meetings with Finance and the City Manager - Final Proposals	20	1
	8 Employee Compensation Study complete, review begins	20	4
	11 Health Plan Design Analysis	21	1
	22 Final FY19 Budget Changes Due	22	1
	25 Community Funding Request To Council	23	2
	29 FY19 Unfunded List Determined by Staff	23	2
July	9 Final Review of Complete Personnel and Benefit Package	25	1
	9 Sewer Rate report to Council	25	1
	13 FY19 Revenue numbers updated	25	1
	20 Begin binding the FY19 Budget	26	2
	20 Request Tax Levy information from the County	26	1
	23 Public Hearing Adjusting Sewer Rates	27	2
	23 Public Comment with City Council Revisions and Approval of 5 Year CIP	27	2
August	6 Budget Complete and Forwarded to Council	29	2
	13 Budget Presentation to Council and Public	30	1
	13 Notice for Public Hearing for Tax Levies	30	2
	27 First Reading Ordinance, Public Comment & Hearing on Tax Levies	32	1
September	10 Final Budget Presented to Council	34	1
	10 First Reading for FY19 Budget	34	1
	24 Second Reading and Approval of Budget Ordinance	36	1
	28 Budgets Incorporated in Financial System	36	1
October	2 Begin Audit Preparation	37	4
	22 Submit Budget to GFOA for Award Consideration	40	2
	30 Begin Preliminary Audit Work	41	1

BUDGET IN BRIEF

In fiscal year 2019 All Funds revenue is projected to be \$23,210,403, up 3.7% over last years totals due to the additions of several new businesses and increased revenue received from current business. In Fiscal Year 2018, the City of Warrensburg saw the construction and completion of the only truck stop along the Hwy 50 corridor. Along with the addition of the Dollar Tree Distribution Center, the City should see a spike in taxes received in future years. The General Fund portion of the All Funds total is 43.5%, which is down 1% from FY18 with the addition of the Self Insurance trust.

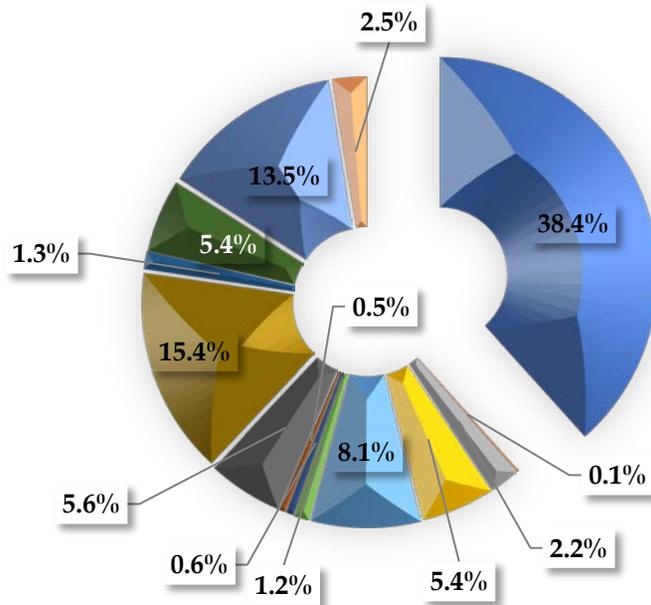
FY19 ALL FUNDS REVENUE



The most important, and most expensive asset of the City are the employees. In Fiscal Year 2018 the City underwent a compensation study to better compete with comparable employers in the surrounding area, and to stop the turnover of employees. This has led to a short-term increase in employee related expenses, which should stabilize in the long run. Employee expenses comprise 38.4% of the total All Funds expenditures, followed by Capital Expenses at 15.4% and Debt Service expenses at 13.5%.

FY19 ALL FUNDS EXPENDITURES

- EMPLOYEE COMPENSATION
- COST OF GOODS SOLD
- PROGRAM & OTHER SUPPLIES
- UTILITIES
- OUTSIDE SERVICES
- INSURANCE
- TRAINING, TRAVEL, DUES & MEMBERSHIPS
- COMMUNICATION
- MAINTENANCE & REPAIR
- CAPITAL EXPENDITURES
- COMMUNITY AGREEMENTS
- DEPRECIATION
- DEBT SERVICE
- OTHER EXPENSES





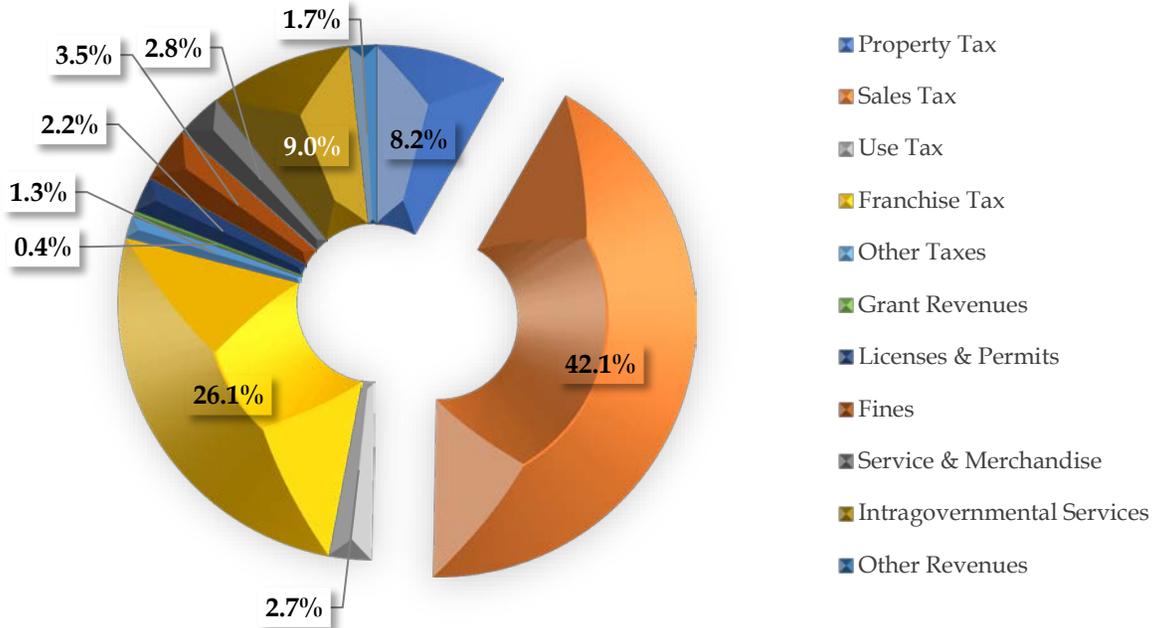
SUMMARY OF ALL FUNDS

DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
REVENUES				
PREMIUMS	968,803	-	1,025,000	1,035,000
PROPERTY TAX	1,326,737	2,573,120	2,573,120	2,460,100
SALES TAX	6,709,406	6,879,000	6,879,000	7,952,000
USE TAX	445,647	480,050	480,050	513,000
FRANCHISE TAX	2,577,786	2,570,000	2,570,000	2,630,000
TAX - NON CATEGORIZED	115,447	116,000	116,000	135,000
INTERGOVERN- FED GRANT	-	467,000	467,000	-
INTERGOVERN- ST GRANT	822,522	1,278,248	1,278,248	444,142
INTERGOVERN- LOCAL GRANT	18,500	18,000	18,000	-
LICENSES	98,596	105,450	105,450	105,850
PERMITS	120,012	108,880	108,880	116,890
FINES	347,665	354,730	354,730	352,900
SERVICE & MERCHANDISE	5,164,450	5,411,630	5,411,630	5,684,976
INTRAGOVERNMENT SVC/REIM	830,335	846,020	846,020	904,199
ASSET SALES	35,760	506,200	506,200	206,200
INTEREST INCOME	390,960	352,736	362,136	469,646
DONATION	47,891	223,541	223,541	152,500
REVENUE - NON CATEGORIZE	6,823,143	117,312	43,000	283,000
TOTAL REVENUES	26,843,661	22,407,917	23,368,005	23,445,403
EXPENDITURES				
SALARIES & WAGES	6,466,066	6,808,860	6,783,398	6,932,949
EMPLOYEE TAXES	479,272	501,621	512,050	521,036
EMPLOYEE RETIREMENT	308,417	280,543	286,376	327,091
EMPLOYEE INSURANCE	1,641,276	1,147,562	1,147,562	1,951,395
WORKERS' COMPENSATION	179,359	213,189	213,189	258,364
UNEMPLOYMENT	3,975	-	-	-
EMPLOYER PROVIDED SER OT	9	2,000	2,000	7,600
COST OF GOODS SOLD	34,470	31,300	31,300	30,500
PROGRAM & OTHER SUPPLIES	463,296	723,410	586,579	581,250
UTILITIES	1,273,077	1,360,230	1,360,230	1,396,014
OUTSIDE SERVICES	2,257,373	2,049,002	2,092,102	2,091,796
INSURANCE	287,545	295,000	300,000	300,000
TRAINING AND TRAVEL	73,265	120,842	120,692	124,156
DUES AND MEMBERSHIPS	22,259	27,680	27,830	27,879
COMMUNICATION	99,076	122,765	122,765	125,810
MAINTENANCE AND REPAIR	1,275,716	1,342,628	1,343,078	1,443,168
SERVICE- NON CATEGORIZED	343,827	982,101	1,026,684	644,744
CAPITAL - EXPENDITURES	1,842,306	7,561,108	6,170,060	4,178,550
DEBT SERVICE	2,708,349	3,519,671	3,476,311	3,488,815
THIRD PARTY TICKET SALES	(183)	100	100	100
COMMUNITY AGREEMENTS	300,029	342,961	342,961	343,621
OVER (SHORT)	(273)	100	100	100
BAD DEBT	-	15,000	15,000	15,000
DEPRECIATION	1,512,550	1,450,000	1,450,000	1,400,000
DONATIONS & GRANTS	4,797	4,600	4,600	5,100
NON CATEGORIZED	-	-	-	-
TOTAL EXPENDITURES	21,575,852	28,902,272	27,414,966	26,195,039
REVENUES OVER (UNDER) EXPENDITURES	5,267,808	(6,494,355)	(4,046,961)	(2,749,635)

SUMMARY OF GENERAL FUNDS

The largest fund in the City's budget is the General Fund, which is funded 42.1% by Sales Tax revenue. Included in the General Fund are essential government services such as Fire Protection, Law Enforcement, Emergency Management, Street Maintenance, Public Information, Community and Economic Development. Quality and volume of these City services rely heavily on the extremely volatile Sales Tax revenue stream. It is imperative that the City continue to nurture the local economy to help stabilize fluctuations in dollars spent locally.

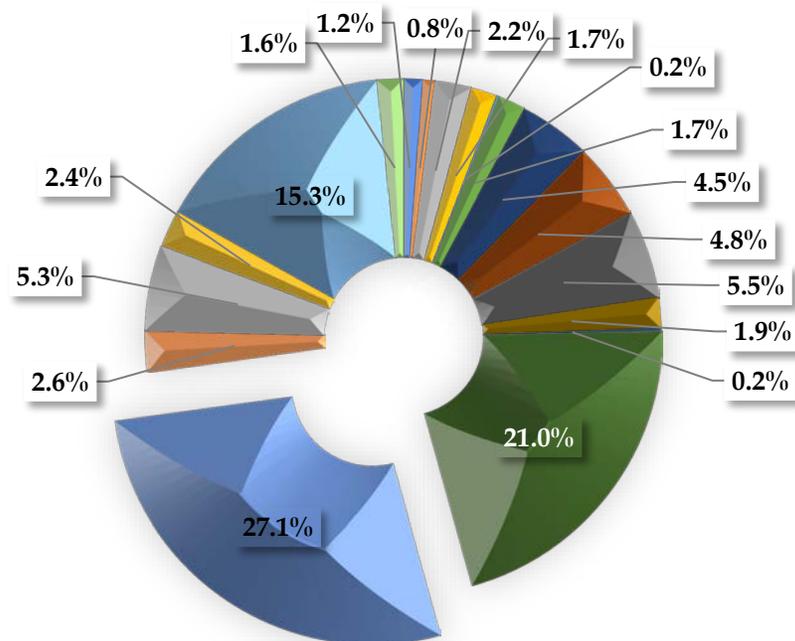
FY19 GENERAL FUND REVENUE



Public safety is an essential part of any City, and at 48.1% of the total, Law Enforcement and Fire Protection constitute the greatest expense within the General Fund. Public Works has the next largest expense at 15.3% of the total General fund expenses, with the next largest budget belonging to Information Technology at 5.5% of total expenditures.

FY19 GENERAL FUND EXPENDITURES

- City Council
- City Clerk
- City Manager's Office
- Municipal Court
- Legal Services
- Human Resources
- General Administration
- Finance
- Information Technology
- Buildings & Grounds
- Emergency Management
- Fire Protection
- Law Enforcement
- Animal Control
- Community Development
- Economic Development
- Public Works
- Cemetery





SUMMARY OF GENERAL FUND

DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018				4,275,878
REVENUES				
PROPERTY TAX	798,131	812,400	812,400	828,400
SALES TAX	3,976,496	4,090,000	4,090,000	4,280,000
USE TAX	237,864	250,000	250,000	270,000
FRANCHISE TAX	2,577,786	2,570,000	2,570,000	2,630,000
TAX - NON CATEGORIZED	115,447	116,000	116,000	135,000
INTERGOVERN- FED GRANT	-	87,000	87,000	-
INTERGOVERN- ST GRANT	53,212	48,000	48,000	10,000
INTERGOVERN- LOCAL GRANT	8,500	8,000	8,000	-
LICENSES	98,596	105,450	105,450	105,850
PERMITS	119,862	108,380	108,380	116,390
FINES	347,665	354,730	354,730	352,900
SERVICE & MERCHANDISE	211,234	271,470	271,470	286,316
INTRAGOVERNMENT SVC/REIM	830,335	846,020	846,020	904,199
ASSET SALES	34,760	6,000	6,000	6,000
INTEREST INCOME	48,366	57,017	57,017	107,020
DONATION	23,034	18,000	18,000	20,000
REVENUE - NON CATEGORIZE	890,679	109,312	35,000	275,000
TOTAL REVENUES	10,371,966	9,857,779	9,783,467	10,327,075
EXPENDITURES				
SALARIES & WAGES	5,118,334	5,386,267	5,370,006	5,483,415
EMPLOYEE TAXES	378,132	393,967	404,395	410,528
EMPLOYEE RETIREMENT	199,063	214,442	220,275	259,026
EMPLOYEE INSURANCE	855,132	924,716	924,716	904,317
WORKERS' COMPENSATION	158,351	184,111	184,111	218,701
UNEMPLOYMENT	-	-	-	-
EMPLOYER PROVIDED SER OT	9	2,000	2,000	1,000
COST OF GOODS SOLD	-	-	-	500
COGS - PRO SHOP	115	-	-	-
PROGRAM & OTHER SUPPLIES	267,384	361,540	362,564	353,650
UTILITIES	649,088	712,432	712,432	729,535
OUTSIDE SERVICES	701,667	636,619	671,619	631,506
INSURANCE	195,155	200,000	200,000	200,000
TRAINING AND TRAVEL	65,825	104,992	105,992	107,981
DUES AND MEMBERSHIPS	15,693	20,255	20,405	20,304
COMMUNICATION	70,737	89,215	89,215	93,360
MAINTENANCE AND REPAIR	316,984	425,285	425,735	459,205
SERVICE- NON CATEGORIZED	31,926	46,866	46,866	42,497
CAPITAL - BUILDINGS	42,038	50,000	50,000	-
CAPITAL - EQUIPMENT	296,086	189,780	189,780	109,500
CAPITAL - SOFTWARE	302,017	74,312	74,312	-
CAPITAL - INFRASTRUCTURE	23	7,500	172,620	5,000
CAPITAL - VEHICLES	600,344	138,545	138,545	392,000
CAPITAL - NON CATEGORY	-	-	-	-
DEBT TRANSFERS	-	-	-	122,773
COMMUNITY AGREEMENTS	263,682	267,961	267,961	289,121
TOTAL EXPENDITURES	10,527,787	10,430,803	10,633,547	10,833,919
REVENUES OVER (UNDER) EXPENDITURES	(155,821)	(573,024)	(850,080)	(506,843)

PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019

3,769,035



GENERAL FUND REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
TAXES					
110-51105	PROPERTY TAX - CURRENT	722,208	730,000	730,000	745,000
110-51110	PROPERTY TAX - DELINQUENT	11,049	10,000	10,000	10,000
110-51115	RAILROAD TAX	34,483	36,000	36,000	37,000
110-51125	FINANCIAL INSTITUTION	3,310	3,600	3,600	3,600
110-51130	M & M SURTAX	27,081	32,800	32,800	32,800
110-51205	SALES TAX	3,158,556	3,260,000	3,260,000	3,375,000
110-51210	LAW ENFORCEMENT	817,940	830,000	830,000	870,000
110-51220	CIGARETTE TAX	237,864	250,000	250,000	35,000
110-51305	USE TAX	1,545,476	1,580,000	1,580,000	270,000
110-51405	FRANCHISE - ELECTRIC	249,336	240,000	240,000	1,645,000
110-51410	FRANCHISE - GAS	241,981	250,000	250,000	255,000
110-51415	FRANCHISE - WATER	347,340	320,000	320,000	255,000
110-51420	FRANCHISE - TELEPHONE	193,652	180,000	180,000	310,000
110-51425	FRANCHISE - CABLE TELEVISION	115,447	116,000	116,000	165,000
TOTAL TAX REVENUE		7,705,723	7,838,400	7,838,400	8,008,400
INTRAGOVERNMENTAL					
110-51905	TAXES - LODGING	-	87,000	87,000	135,000
110-52105	GRANTS - FEDERAL	-	-	-	-
110-52205	GRANTS - MODOT	31,839	38,000	38,000	-
110-52235	GRANTS - DEPT NATURAL RESOURCE	11,448	-	-	-
110-52240	GRANTS - DEPT OF CONSERVATION	9,925	10,000	10,000	10,000
110-52305	GRANTS - NON CATEGORIZED	8,500	8,000	8,000	-
TOTAL INTERGOVERNMENTAL - GRANTS REVENUE		61,712	143,000	143,000	145,000
LICENCE AND PERMITS					
110-53105	LICENSE - BUSINESS	70,313	73,000	73,000	73,000
110-53110	LICENSE - CIGARETTE	396	350	350	350
110-53115	LICENSE - DOG	2,382	2,100	2,100	2,500
110-53120	LICENSE - LIQUOR	25,505	30,000	30,000	30,000
110-53205	PERMIT - BUILDING	85,286	72,000	72,000	80,000
110-53210	PERMIT - RIGHT OF WAY	34,179	36,000	36,000	36,000
110-53299	PERMIT - NON CATEGORIZED	397	380	380	390
TOTAL LICENCE AND PERMITS REVENUE		218,457	213,830	213,830	222,240
FINES					
110-54105	COMPENSATION	810	430	430	800
110-54110	COURT	324,324	331,000	331,000	330,000
110-54115	DOMESTIC VIOLENCE	-	-	-	-
110-54120	INMATE SECURITY	3,284	3,600	3,600	3,600
110-54125	PARKING	-	-	-	-
110-54130	RECOUPMENT	-	-	-	-
110-54135	TRAINING	4,378	2,700	2,700	3,500
110-54140	VIOLATIONS	14,870	17,000	17,000	15,000
TOTAL FINES		347,665	354,730	354,730	352,900



GENERAL FUND REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
CHARGES FOR SERVICE					
110-55110	ADOPTIONS	51,554	60,000	60,000	60,000
110-55130	CONSTRUCTION	-	-	-	-
110-55135	DEVELOPMENT	2,050	7,700	7,700	4,000
110-55140	SERVICES	-	900	900	900
110-55141	CONTRACTUAL SERVICES	98,087	149,355	149,355	158,316
110-55145	FOUNDATIONS	575	475	475	500
110-55150	GRAVE OPENINGS	26,350	35,000	35,000	35,000
110-55155	LOT	18,750	8,000	8,000	10,000
110-55170	PROGRAMS	3,550	690	690	4,500
110-55175	RENTALS	5,000	3,400	3,400	6,500
110-55180	REPORTS	4,519	4,600	4,600	4,600
110-55190	MERCHANDISE	-	-	-	-
110-55199	SERVICES - NON CATEGORIZED	800	1,350	1,350	2,000
TOTAL CHARGES FOR SERVICES		211,234	271,470	271,470	286,316
INTRAGOVERNMENTAL SERVICES / REIMBURSEMENTS					
110-55500	INTRAGOVERNMENT SVC / REIMB	830,335	846,020	846,020	904,199
TOTAL INTRAGOVERNMENTAL SERVICES / REIMBURSE		830,335	846,020	846,020	904,199
ASSET SALES					
110-56105	ASSET SALES - LAND	34,760	-	-	-
110-56110	ASSET SALES - EQUIPMENT	-	6,000	6,000	6,000
TOTAL ASSET SALES		34,760	6,000	6,000	6,000
INTEREST INCOME					
110-57105	INTEREST ON DEPOSITS	46,250	57,000	57,000	72,000
110-57107	INTEREST ON INVESTMENTS	-	-	-	30,000
110-57110	INTEREST - SALES TAX	2,055	-	-	5,000
110-57120	EARNINGS CREDIT	62	17	17	20
TOTAL INTEREST INCOME		48,366	57,017	57,017	107,020
DONATIONS					
110-59110	DONATIONS	96	-	-	-
110-59115	DONATIONS - ANIMAL CONTROL	13,764	9,000	9,000	10,000
110-59120	DONATIONS - CEMETERY	9,174	9,000	9,000	10,000
TOTAL DONATIONS		23,034	18,000	18,000	20,000
NON CATERGORIZED					
110-59910	CLAIMS / REIMBURSEMENTS	58,756	35,000	35,000	30,000
110-59920	LEASE PROCEEDS	821,237	74,312	-	240,000
110-59999	NON - CATEGORIZED	10,686	-	-	5,000
TOTAL NON CATERGORIZED		890,679	109,312	35,000	275,000
TOTAL REVENUES		10,371,966	9,857,779	9,783,467	10,327,075

CITY COUNCIL

Mission

The City Council consists of five members elected at large by the residents of the City. These five members are the governing body of the City of Warrensburg. The City Council is responsible for the care, management, and activities of the City. The City Council shall have power over and control of the administration of the City government. 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.

Service on the City Council is limited to two consecutive three-year terms. In April of each year, the City Council elects one of its members as Mayor and another as Chairman Pro Tem.

Accomplishments

During fiscal year 2017-2018 the City Council passed many Ordinances and Resolutions. In addition to this new legislation, many contractual agreements were signed and executed.

The Mayor and City Council welcomed many new businesses and several new building sites have begun around Warrensburg. The City is continuing to notice steady growth.

FY19 Budget

For the FY19 Budget some expenses were moved from Economic Development and Buildings and Grounds to the City Council budget.

FY19 Budget expenses for City Council Boards and Commissions were moved to the City Council budget from the Economic Development budget:

Warrensburg Historic Preservation Commission	\$4,876
Tree Board ¹	\$12,210

FY19 Expenses moved from to the City Council budget from Buildings and Grounds:

Christmas Lights	\$7,200
City Wide Cleanup - (2)	\$70,000

¹ Offset \$10,000 by grant

CITY COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-601-1101	WAGES	0	5	5	5
110-601-1105	WAGES - SUPPLEMENTAL	1,800	1,800	1,800	1,800
110-601-2101	FICA TAXES	138	138	138	138
110-601-2401	WORKER'S COMPENSATION	3	5	5	4
TOTAL PERSONNEL EXPENSES		1,942	1,948	1,948	1,947
COMMODITIES					
110-601-4102	CLOTHING	-	-	-	50
110-601-4103	COMPUTER SUPPLIES	-	-	-	-
110-601-4108	MEETING SUPPLIES	66	-	-	70
110-601-4109	OFFICE SUPPLIES	191	400	400	400
110-601-4114	SOFTWARE	-	-	-	-
110-601-4117	FOOD	980	2,000	2,000	2,000
110-601-4199	SUPPLIES - NON CATEGORIZED	-	-	-	300
TOTAL COMMODITIES		1,237	2,400	2,400	2,820
SERVICES					
110-601-5205	LABOR / LABOR & EQUIPMENT	-	-	-	17,200
110-601-5206	LEGAL SERVICES	413	500	500	650
110-601-5299	CONTRACTUAL - NON CATEGORIZED	-	-	-	70,000
110-601-5401	TRAVEL - MEALS	324	1,700	1,700	1,780
110-601-5402	MILEAGE	326	1,200	1,200	1,925
110-601-5403	TRAVEL - ROOM	1,500	1,300	1,300	1,800
110-601-5404	SCHOOLS AND SEMINARS	485	1,260	1,260	2,360
110-601-5501	DUES AND MEMBERSHIPS	575	1,600	1,600	1,740
110-601-5601	ADVERTISING	521	1,850	1,850	4,400
110-601-5602	POSTAGE	28	-	-	-
110-601-5603	PRINTING AND BINDING	-	-	-	50
110-601-5604	SHOWS/ EXPO/ EVENTS EXPENSES	-	-	-	1,675
110-601-5605	OUTSIDE EVENTS	-	1,000	1,000	1,000
110-601-5906	PROGRAMS / EVENTS EXPENSE	-	-	-	1,500
110-601-5999	SERVICES - NON CATEGORIZED	454	1,000	1,000	3,000
TOTAL SERVICES		4,626	11,410	11,410	109,080
NON-CATEGORIZED					
110-601-9301	COMMUNITY AGREEMENTS	-	-	-	4,876
TOTAL NON-CATEGORIZED		-	-	-	4,876
TOTAL EXPENDITURES		7,805	15,758	15,758	118,723



CITY CLERK

Mission

The City Clerk shall safely and properly keep all records and papers belonging to the City which may be entrusted to his or her care. The City Clerk’s mission is to provide quality and efficient service to the citizens, City Council, and City staff.

The City Clerk conducts all City elections and administers campaign and finance disclosure laws.

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.
- The City Clerk edits and maintains the City Code of Ordinances.

Accomplishments:

Continuing to improve the retention as well as the destruction of certain records.

Position Detail

	Salary Range	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget
City Clerk	17	1	1	1	1
Totals		1	1	1	1

CITY CLERK

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-602-1101	WAGES	48,257	49,712	49,712	51,584
110-602-1105	WAGES - SUPPLEMENTAL	240	240	240	240
110-602-1106	PTO ANNUAL PAY OUT	-	-	-	500
110-602-2101	FICA TAXES	3,685	3,772	3,772	3,965
110-602-2201	RETIREMENT - LAGERS	2,764	3,097	3,097	3,369
110-602-2301	INSURANCE - DENTAL	342	342	342	831
110-602-2302	INSURANCE - HEALTH	6,170	5,845	5,845	5,813
110-602-2304	INSURANCE - LIFE	120	125	125	130
110-602-2305	INSURANCE - SHORT TERM DISABIL	224	234	234	232
110-602-2306	INSURANCE - LONG TERM DISABILI	109	114	114	117
110-602-2401	WORKER'S COMPENSATION	113	95	95	105
TOTAL PERSONNEL EXPENSES		62,025	63,577	63,577	66,885
COMMODITIES					
110-602-4103	COMPUTER SUPPLIES	708	275	275	275
110-602-4108	MEETING SUPPLIES	50	-	-	-
110-602-4109	OFFICE SUPPLIES	32	250	250	250
110-602-4112	PUBLICATIONS	240	240	240	240
110-602-4114	SOFTWARE	-	350	350	-
TOTAL COMMODITIES		1,030	1,115	1,115	765
SERVICES					
110-602-5106	UTILITY - TELEPHONE	210	210	210	210
110-602-5206	LEGAL SERVICES	269	500	500	500
110-602-5401	TRAVEL - MEALS	38	140	140	140
110-602-5402	MILEAGE	-	250	250	250
110-602-5403	TRAVEL - ROOM	-	450	450	450
110-602-5404	SCHOOLS AND SEMINARS	-	300	300	300
110-602-5501	DUES AND MEMBERSHIPS	287	250	250	250
110-602-5601	ADVERTISING	-	60	60	60
110-602-5603	PRINTING AND BINDING	4,264	6,000	6,000	6,000
110-602-5999	SERVICES - NON CATEGORIZED	11,255	4,050	4,050	4,050
TOTAL SERVICES		16,323	12,210	12,210	12,210
CAPITAL					
110-602-6206	EQUIPMENT - OFFICE	11,375	-	-	-
TOTAL CAPITAL		11,375	-	-	-
TOTAL EXPENDITURES		90,753	76,902	76,902	79,860

CITY MANAGER

Administration strives to ensure that the operations of the City remain efficient and effective. Transparency is maintained with the Mayor, City Council and Public and they are kept informed about all municipal affairs, budgeted expenditures and revenues. Additionally, the City Manager and staff are actively involved in the development and promotion of economic growth and vitality, organizational advancements in the delivery of services, fostering relationships with citizens, businesses, organizations and agencies, promoting good quality of life, and excellent customer service.

Fiscal Year 2018 Accomplishments

- Completion of the 23rd Dollar Tree Distribution Center in the U.S.
- Increased traffic to the new City website
- Moved one step closer to becoming full self-insured
- Implemented financial planning and control measures for employee Paid Time Off and benefits
- Have two Hawthorne lots under option for purchase

Fiscal Year 2019 Strategic Plan Initiatives

Focus II: Community Pride and Interaction

Action Steps

- Engaging Communication via all forms of media
- Increase regional partnerships for projects with multi-jurisdictional impact
- Forge stronger partnership and increased support of Whiteman Air Force Base
- Identify and promote projects that enhance quality of life in Warrensburg

Focus III: Growth and Investment

Action Steps

- Improve and maintain rankings and ratings that result in community savings and efficiencies
- Adopt City goals, policies and plans to support and encourage residential, commercial, and industrial growth
- Focus on General Obligation Bond developments and spending transparency
- Update and Implement new technologies

FY18 Follow-up Performance Management Initiatives

Implemented the recommendations from the City wage study

FY19 Performance Management Initiatives

- Update 2-5-year goals for the City based on Community survey results
- Implement recommendations from the City wage study
- Insure that all capital projects related to GO Bonds and the Hawthorne TDD are on schedule and completed on time

Position Detail

	Salary Range	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget
City Manager Special Projects Coordinator/PIO	29	1	1	1	1
Totals		1	2	2	2

CITY MANAGER

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-603-1101	WAGES	167,784	173,098	173,098	159,808
110-603-1103	WAGES - OVERTIME	2,087	-	-	-
110-603-1105	WAGES - SUPPLEMENTAL	4,800	4,800	4,800	4,800
110-603-1106	PTO ANNUAL PAY OUT	-	-	-	500
110-603-2101	FICA TAXES	12,452	13,510	13,510	12,593
110-603-2201	RETIREMENT - LAGERS	9,241	11,030	11,030	10,700
110-603-2301	INSURANCE - DENTAL	1,173	1,173	1,173	1,362
110-603-2302	INSURANCE - HEALTH	21,469	20,799	20,799	20,702
110-603-2304	INSURANCE - LIFE	416	436	436	403
110-603-2305	INSURANCE - SHORT TERM DISABIL	776	804	804	830
110-603-2306	INSURANCE - LONG TERM DISABILI	379	393	393	394
110-603-2401	WORKER'S COMPENSATION	400	337	337	335
TOTAL PERSONNEL EXPENSES		220,978	226,380	226,380	212,425
COMMODITIES					
110-603-4102	CLOTHING	-	200	200	200
110-603-4103	COMPUTER SUPPLIES	836	500	500	600
110-603-4108	MEETING SUPPLIES	-	200	200	230
110-603-4109	OFFICE SUPPLIES	84	100	100	200
110-603-4112	PUBLICATIONS	-	300	300	400
110-603-4114	SOFTWARE	-	464	464	1,064
110-603-4117	FOOD	317	500	500	1,000
110-603-4199	SUPPLIES - NON CATEGORIZED	-	-	-	200
TOTAL COMMODITIES		1,238	2,264	2,264	3,894
SERVICES					
110-603-5106	UTILITY - TELEPHONE	1,320	1,320	1,320	900
110-603-5206	LEGAL SERVICES	1,481	2,000	2,000	2,100
110-603-5401	TRAVEL - MEALS	257	594	594	644
110-603-5402	MILEAGE	1,683	500	500	950
110-603-5403	TRAVEL - ROOM	1,401	1,600	1,600	1,950
110-603-5404	SCHOOLS AND SEMINARS	856	2,600	2,600	3,500
110-603-5501	DUES AND MEMBERSHIPS	1,709	1,731	1,731	1,731
110-603-5601	ADVERTISING	-	500	500	2,500
110-603-5904	EMPLOYMENT	65	150	150	150
TOTAL SERVICES		8,771	10,995	10,995	14,425
TOTAL EXPENDITURES		230,987	239,639	239,639	230,744

MUNICIPAL COURT

Fiscal Year 2018 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. 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)
- Continued an Attorney e-mail database for faster response time to attorney's for notification of Court dates and Prosecutor Recommendations
- Streamlined processing of warrant issuance notification to Police Department and Johnson County Central Dispatch
- Continued review of outstanding warrants over 10 years old to determine dismissal, waiver of costs or continuance of warrant

Fiscal Year 2019 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
- Continue an Attorney e-mail database for faster response time to attorney's for notification of Court dates and Prosecutor Recommendations
- Continue to streamline processing of warrant issuance notification to Police Department and Johnson County Central Dispatch
- Continue the review of outstanding warrants over 10 years old to determine dismissal, waiver of costs or continuance of warrant

Position Detail

	Salary	FY16	FY17	FY18	FY19
	Range	Actual	Actual	Actual	Budget
Municipal Court Clerk	12	1	1	1	1
Assistant Court Clerk	10	1	1	1	1
Totals		2	2	2	2

MUNICIPAL COURT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-604-1101	WAGES	39,675	53,872	53,872	57,824
110-604-1102	WAGES - PART TIME	-	-	-	6,271
110-604-1103	WAGES - OVERTIME	5,374	1,000	1,000	1,000
110-604-1105	WAGES - SUPPLEMENTAL	60	60	60	60
110-604-1106	PTO ANNUAL PAY OUT	-	-	1,999	2,018
110-604-2101	FICA TAXES	3,402	4,103	4,256	4,984
110-604-2201	RETIREMENT - LAGERS	2,069	3,060	3,184	3,827
110-604-2301	INSURANCE - DENTAL	1,168	1,662	1,662	1,362
110-604-2302	INSURANCE - HEALTH	9,375	11,691	11,691	11,625
110-604-2304	INSURANCE - LIFE	114	151	151	152
110-604-2305	INSURANCE - SHORT TERM DISABIL	200	280	280	260
110-604-2306	INSURANCE - LONG TERM DISABILI	98	137	137	127
110-604-2401	WORKER'S COMPENSATION	123	103	103	102
TOTAL PERSONNEL EXPENSES		61,658	76,118	78,394	89,613
COMMODITIES					
110-604-4103	COMPUTER SUPPLIES	416	400	400	600
110-604-4109	OFFICE SUPPLIES	660	700	700	1,598
110-604-4114	SOFTWARE	-	2,750	2,750	-
TOTAL COMMODITIES		1,076	3,850	3,850	2,198
SERVICES					
110-604-5204	JUDICIAL SERVICES	33,275	35,544	35,544	40,919
110-604-5206	LEGAL SERVICES	2,708	100	100	100
110-604-5208	PROSECUTOR SERVICES	29,867	32,650	32,650	32,800
110-604-5401	TRAVEL - MEALS	78	224	224	224
110-604-5402	MILEAGE	121	326	326	326
110-604-5403	TRAVEL - ROOM	432	450	450	450
110-604-5404	SCHOOLS AND SEMINARS	200	400	400	400
110-604-5501	DUES AND MEMBERSHIPS	170	170	170	170
110-604-5601	ADVERTISING	383	150	150	150
110-604-5704	SOFTWARE MAINTENANCE & REPAIR	-	1,375	1,375	4,200
110-604-5904	EMPLOYMENT	221	115	115	115
110-604-5905	SECURITY	802	938	938	240
TOTAL SERVICES		68,258	72,442	72,442	80,094
TOTAL EXPENDITURES		130,991	152,410	154,686	171,905

LEGAL SERVICES

City Counselor office acts as legal advisor to the Mayor and City Council, departments, boards, committees, and commissions of the City to include coordination and direction of other specialty legal services, as necessary and appropriate. Several outside firms provide counsel for utility monitoring, personnel items, and financial bonds matters. 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.

City Counselor Office

- Represents Mayor, City Council, City Administration and all assigned boards and committees in all matters of law pertaining to their official duties
- Represent City before administrative agencies and federal and state courts where the City is a party to or has in interest in legal proceedings
- Prepare ordinances, resolutions, contracts, bonds and other documents timely
- Prepare all other legal documents for City including those for enactment of all additions and amendments to the City Code.
- Represents City as the Prosecutor for Class C misdemeanors in a responsible and law-abiding manner

Fiscal Year 2019 Strategic Plan Initiatives

Focus I: Investment in Infrastructure

Focus IV: Regional Draw

- Participate in development agreement process by drafting and negotiating agreements
- Assist City staff and consultant to position the city-owned Hawthorne properties for marketing and final disposition
- Should the development of a new Industrial Park become likely, provide assistance or referral, as appropriate

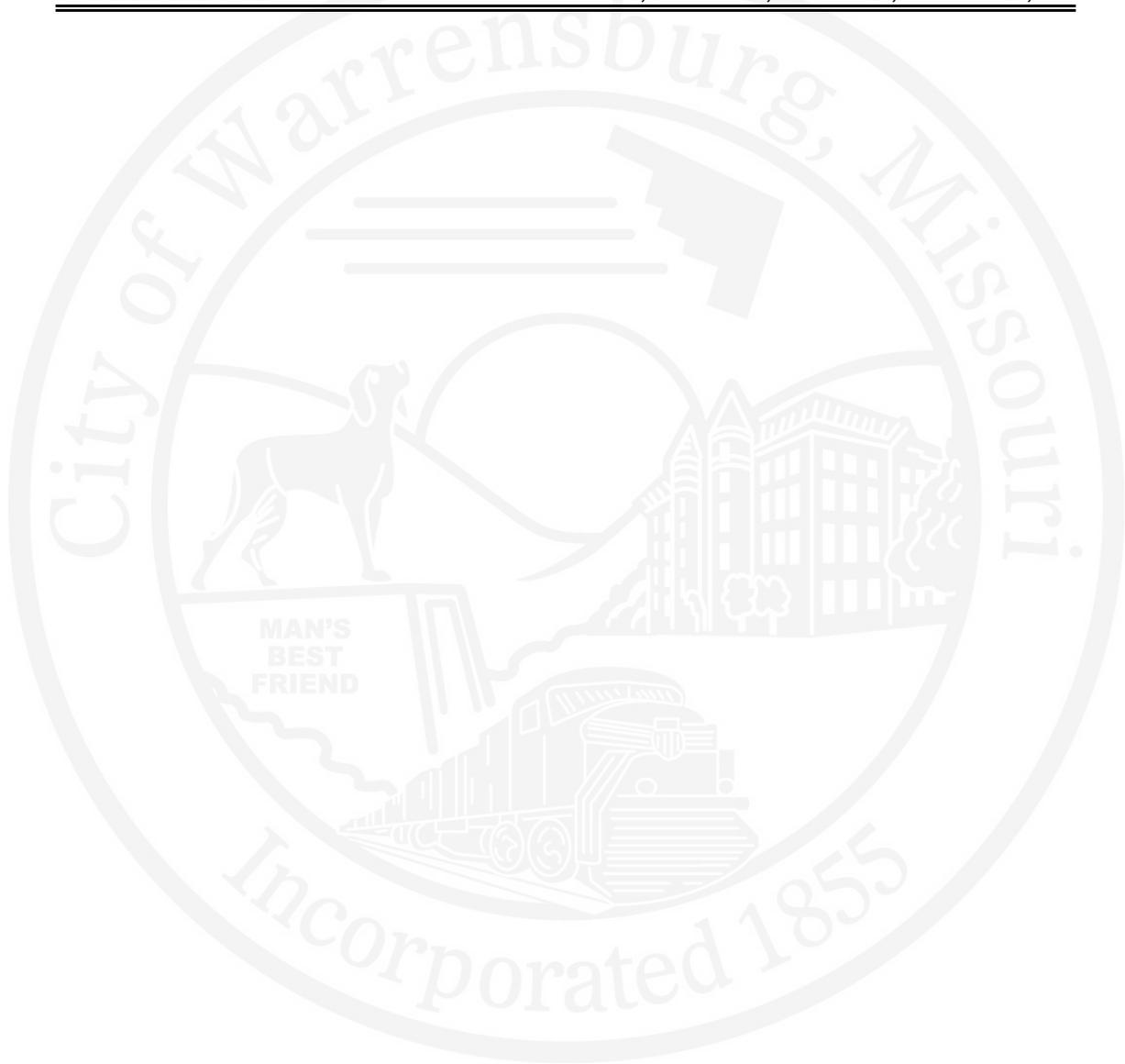
Performance Measurement

Effective FY14, individual City Departments began budgeting for legal services in their respective budgets. This was an effort to increase awareness and achieve possible reductions based on the tracking mechanism itself, and develop greater department capacity in house to answer questions not necessarily legally related. Efforts will continue this year and look for a 1%-3% reduction in overall legal costs demonstrating greater familiarity, confidence, and capacity at the Senior Department level to address policy issues versus strictly legal matters.

This performance measure is not designed to diminish the value or importance of legal support. The intent is to develop greater capacity among City Staff to review and study City Code, Revised Missouri State Statutes, and overall City Policies and Procedures that will help them better frame issues and questions for Legal Counsel.

LEGAL SERVICES

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
SERVICES					
110-605-5206	LEGAL SERVICES	17,035	20,000	20,000	20,000
TOTAL SERVICES		17,035	20,000	20,000	20,000
TOTAL EXPENDITURES		17,035	20,000	20,000	20,000



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.

Human Resources Mission Statement: The Human Resources Department strives to attract, develop, motivate and retain a professional and diverse workforce while creating a work environment that fosters employee self-reliance, a safe and productive work environment, a positive approach to problem solving and innovation that enhances the City's capacity to change and improve.

Fiscal Year 2018 Accomplishments

- Completed an RFP for a Wage and Benefit Study and selected The Austin Peters Group, Inc. as the consultant to complete the study.
- Implemented the recommendations from the Austin Peters Group, Inc. from the Wage and Benefit Study including: implementing a new pay range system, moving employees from a 40th percentile ranking to a 50th percentile ranking and implementing new job descriptions for all Full-Time positions within the City of Warrensburg.
- Re-established and implemented the City of Warrensburg Safety Committee to help improve safety and worker's compensation costs.

Fiscal Year 2019 Initiatives

- Continue work with our benefits broker to implement and monitor benefits within 2019 fiscal budget
- Continue to monitor benefits to ensure a competitive benefits package for employees of the City of Warrensburg
- Implement pay for performance evaluation system
- Continue to re-evaluate personnel policies on a regular basis
- Continue working to automate human resources processes including: application, hiring, benefit and other Federally mandated programs
- Continue to develop, implement and monitor wellness program for City employees

Performance Measurement

Measurable Objectives

- Work with Insurance Broker to maintain a positive claims carryforward surplus on a monthly basis. (Positive carryforward represents a surplus, or Unused Maximum Claims Liability).
- Work with departments and Safety Committee to implement safety programs providing safety training opportunities for employees once a quarter.
- Work with departments and Safety Committee to implement safety programs that will reduce incident reports by 10%.
- Work with departments, Safety Committee and Worker's Compensation provider to reverse the increasing trend in our experience modification factor to a decreasing trend.

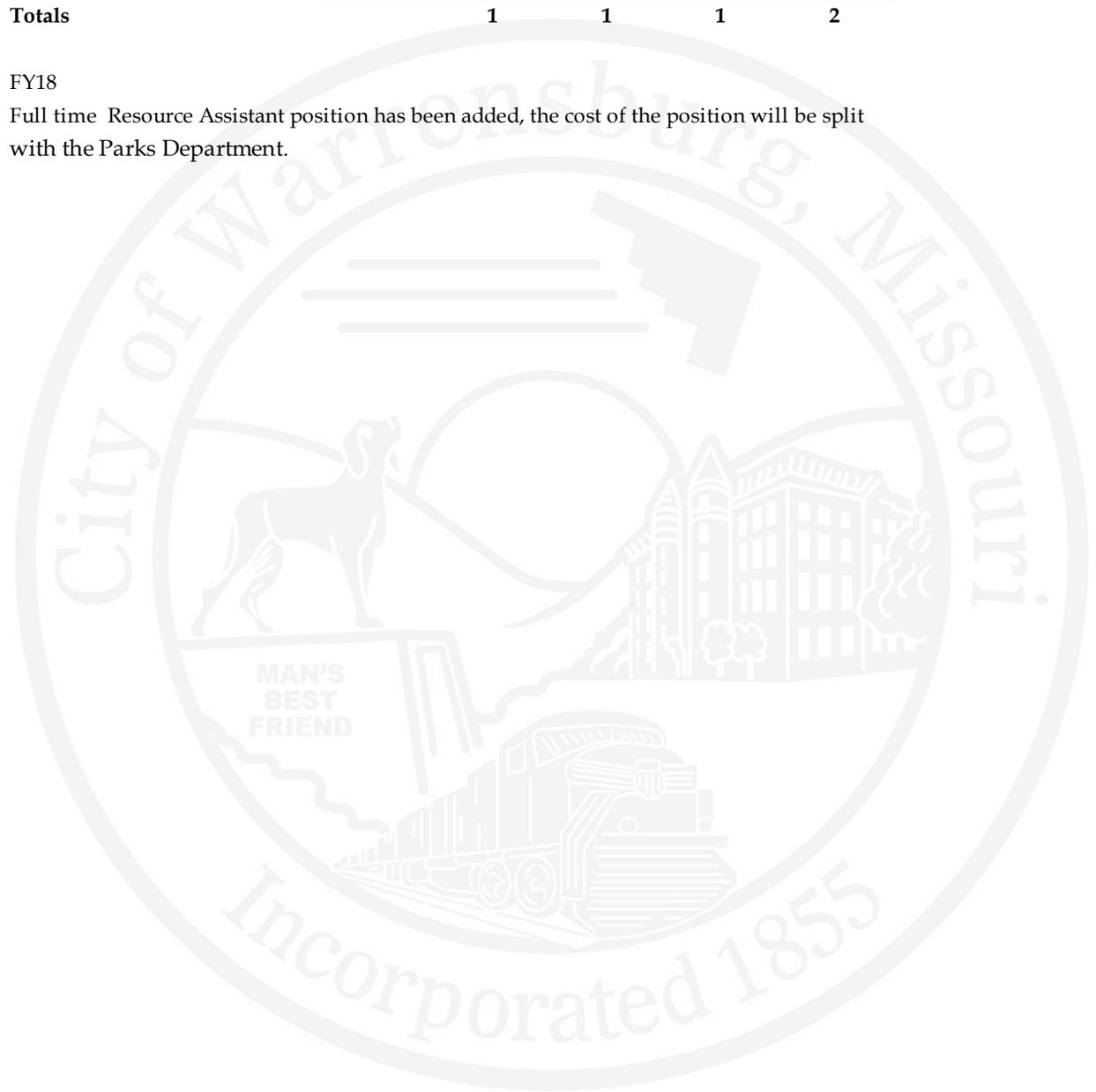
HUMAN RESOURCES

Position Detail

	Salary Range	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget
Human Resource Director	19	1	1	1	1
Human Resource Assistant	14	0	0	0	1
Totals		1	1	1	2

FY18

Full time Resource Assistant position has been added, the cost of the position will be split with the Parks Department.



HUMAN RESOURCES

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-610-1101	WAGES	77,003	95,659	95,659	113,523
110-610-1105	WAGES - SUPPLEMENTAL	1,200	1,200	1,200	1,200
110-610-1106	PTO ANNUAL PAY OUT	-	-	2,027	3,474
110-610-2101	FICA TAXES	5,657	7,335	7,490	8,776
110-610-2201	RETIREMENT - LAGERS	3,428	6,005	6,131	7,457
110-610-2301	INSURANCE - DENTAL	831	1,247	1,247	1,662
110-610-2302	INSURANCE - HEALTH	12,038	17,570	17,570	17,460
110-610-2304	INSURANCE - LIFE	194	241	241	286
110-610-2305	INSURANCE - SHORT TERM DISABIL	363	449	449	530
110-610-2306	INSURANCE - LONG TERM DISABILI	177	217	217	259
110-610-2401	WORKER'S COMPENSATION	182	183	183	175
110-610-2601	FLEX SPENDING ACCOUNT	9	-	-	-
110-610-2610	EMPLOYMENT DEVELOPMENT	-	2,000	2,000	1,000
TOTAL PERSONNEL EXPENSES		101,081	132,107	134,415	155,803
COMMODITIES					
110-610-4103	COMPUTER SUPPLIES	306	300	300	300
110-610-4108	MEETING SUPPLIES	-	50	50	50
110-610-4109	OFFICE SUPPLIES	382	210	210	250
110-610-4111	PROGRAM SUPPLIES	3,115	4,350	4,350	4,350
110-610-4117	FOOD	171	400	400	400
TOTAL COMMODITIES		3,975	5,310	5,310	5,350
SERVICES					
110-610-5106	UTILITY - TELEPHONE	420	420	420	420
110-610-5202	CONSULTING SERVICES	-	38,000	38,000	250
110-610-5206	LEGAL SERVICES	1,044	3,000	3,000	2,000
110-610-5299	CONTRACTUAL - NON CATEGORIZED	4,874	4,610	4,610	5,160
110-610-5401	TRAVEL - MEALS	-	150	150	150
110-610-5402	MILEAGE	-	500	500	500
110-610-5403	TRAVEL - ROOM	-	1,000	1,000	1,000
110-610-5404	SCHOOLS AND SEMINARS	360	1,000	1,000	1,000
110-610-5501	DUES AND MEMBERSHIPS	-	400	400	400
110-610-5601	ADVERTISING	-	575	575	650
110-610-5903	HEALTH AND WELLNESS	2,232	1,950	1,950	2,167
110-610-5904	EMPLOYMENT	75	58	58	110
TOTAL SERVICES		9,005	51,663	51,663	13,807
TOTAL EXPENDITURES		114,062	189,079	191,387	174,960

GENERAL ADMINISTRATION

General Administration, formerly known as Support Services, continuously seeks innovative and efficient approaches to deliver prompt and courteous customer service to the rapidly changing needs of the citizens of Warrensburg and the organization's internal customers. Previously this department had the position of Support Services Specialist, with the changing job duties that resulted due to bringing sewer billing in house the Support Services position has been reclassified as Receptionist. Since this position reports to and assists the City Collector the Receptionist position has been moved to the Finance Department.

The budget for this department includes the cost to the general fund of the new employee benefits added in FY17. The City will be paying 65% of the cost of the employee's spouse/children/family medical insurance. For current employees the City's contribution for dependent medical insurance is budgeted in their department. Estimates for new employee dependent insurance for the City's contribution is included in the General Administration budget. This budget will be distributed to the departments as new employees sign up for health insurance benefits. The budget for this department also includes general supplies and the property and liability insurance for the General Fund.

Since bringing sewer billing in-house in FY15, there have been a few items identified that serve a dual purpose for sewer billing and other City operations supported in the General Fund. Those expenditures have been budgeted in General Administration and an allocation made from the Sewer Fund to the General Fund to cover the sewer portion of expenses. An example is a machine that folds and sorts sewer bills that will also be used during the business license renewal process.

This is also the department where the City's budget captures the local lodging tax and disperses those funds to the Warrensburg Convention and Visitor's Bureau (WCVB) per the terms of the annual approved contract. The City withholds the lodging tax funds necessary for the payroll expenses for the Director of Tourism and budgets those expenses in this department.

GENERAL ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-611-1101	WAGES	81,211	48,000	48,000	50,560
110-611-1102	WAGES - PART TIME	-	-	-	10,993
110-611-1105	WAGES - SUPPLEMENTAL	-	175,000	22,411	-
110-611-2101	FICA TAXES	2,999	3,623	3,623	4,709
110-611-2201	RETIREMENT - LAGERS	2,253	2,976	2,976	3,286
110-611-2301	INSURANCE - DENTAL	367	831	831	831
110-611-2302	INSURANCE - HEALTH	5,142	60,845	60,845	30,813
110-611-2304	INSURANCE - LIFE	85	121	121	127
110-611-2305	INSURANCE - SHORT TERM DISABIL	160	220	220	238
110-611-2306	INSURANCE - LONG TERM DISABILI	78	110	110	116
110-611-2401	WORKER'S COMPENSATION	92	101	101	90
TOTAL PERSONNEL EXPENSES		92,387	291,827	139,238	101,763
COMMODITIES					
110-611-4103	COMPUTER SUPPLIES	72	-	-	-
110-611-4108	MEETING SUPPLIES	-	100	100	100
110-611-4109	OFFICE SUPPLIES	1,416	2,700	2,700	2,700
110-611-4112	PUBLICATIONS	-	-	-	-
110-611-4114	SOFTWARE	-	320	320	320
110-611-4117	FOOD	-	-	-	-
110-611-4199	SUPPLIES - NON CATEGORIZED	-	50	50	50
TOTAL COMMODITIES		1,488	3,170	3,170	3,170
SERVICES					
110-611-5203	FINANCIAL SERVICES	20,882	20,663	20,663	20,663
110-611-5209	RENT / LEASE	6,901	6,901	6,901	6,901
110-611-5301	PROPERTY INSURANCE	195,155	200,000	200,000	200,000
110-611-5501	DUES AND MEMBERSHIPS	2,284	2,700	2,700	2,300
110-611-5601	ADVERTISING	394	-	-	-
110-611-5602	POSTAGE	50,740	60,850	60,850	60,850
110-611-5904	EMPLOYMENT	(3,828)	-	-	-
110-611-9301	COMMUNITY AGREEMENTS	58,224	54,160	54,160	66,456
110-611-9401	OVER (SHORT)	(2)	-	-	-
TOTAL SERVICES		330,750	345,274	345,274	357,170
TOTAL EXPENDITURES		424,625	640,271	487,682	462,103

FINANCE DEPARTMENT

The 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, collections, investment management, and risk management.

The Finance Department

Fiscal Year 2019 Accomplishments

- Began investing with MOSIP, and created an investment ladder
- Awarded the purchase of the General Obligation Bonds
- Received a AA-/Stable rating for the GO Bond Issuance, and affirmed AA-/Stable rating on current date
- Purchased a new Pumper and Ladder Fire Apparatus through General Obligation Bond Proceeds
- Won the GFOA Distinguished Budget Presentation Award for the fifth consecutive year
- Continued the updating and implementation of Financial Management Policies and Procedures

Fiscal Year 2019 Strategic Plan Initiatives

Focus III: Growth and Investment

- Update financial reports to provide concise, pertinent, and timely information
- Identify funds spent on projects in the community and report cost via website/social media
- Update Incode systems, including implementation of document management system
- Publish a timeline on the City website that outlines accomplishments and project milestones
- Increase software and hardware investments to boost efficiency and effectiveness of services

FY18 Follow-up Performance Management Initiatives

Finance Performance Management

- Fiduciary Focus
 - Increase investments and investment income – *Joined the MOSIP program and invested*
 - Update Fixed Asset policies and procedures – *Updates are ongoing and should be completed in FY18*

FY19 Performance Management Initiatives

Finance Performance Management

- Fiduciary Focus
 - Increase investments and investment income
 - Conduct City wide cash audits
 - Update Fixed Asset list

FINANCE DEPARTMENT

Position Detail

	Salary Range	FY16 Actual	FY17 Actual	FY18 Actual	FY19 budget
Director of Finance	22	1	1	1	1
Collector/Customer Service Manager	17	1	1	1	1
Accountant	16	1	1	1	1
Finance Assistant/AP & Capital	14	0	1	1	1
Sewer Utility Billing Specialist	12	1	1	1	1
Sewer Utility Collections Specialist	12	1	1	1	1
Customer Service Representative	10	0	0	0	2
Receptionist		0	1	1	0
Finance Assistant/AP		1	0	0	0
Support Services Specialist		1	0	0	0
Collections Representative		1	1	1	0
Totals		8	8	8	8

FY19

The City Collector position has had the title Customer Service Manager added due to an update of job descriptions.

The position of Collections Representative and Receptionist has been changed to Customer Service Representative.

FY17

The Support Services position has been changed to Receptionist based on the change of job duties.

The position of Finance Assistant AP (Account Payables) has had duties and responsibilities added and is being reclassified as Finance Assistant/AP & Capital.

FINANCE DEPARTMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-612-1101	WAGES	296,682	301,000	301,000	326,530
110-612-1103	WAGES - OVERTIME	161	2,000	2,000	2,500
110-612-1105	WAGES - SUPPLEMENTAL	1,620	1,680	1,680	1,680
110-612-1106	PTO ANNUAL PAY OUT	-	-	4,889	10,323
110-612-2101	FICA TAXES	21,843	23,146	23,520	25,299
110-612-2201	RETIREMENT - LAGERS	17,003	18,620	18,923	21,496
110-612-2301	INSURANCE - DENTAL	4,716	5,183	5,183	6,249
110-612-2302	INSURANCE - HEALTH	64,823	56,281	56,281	61,874
110-612-2304	INSURANCE - LIFE	773	799	799	827
110-612-2305	INSURANCE - SHORT TERM DISABIL	1,366	1,431	1,431	1,525
110-612-2306	INSURANCE - LONG TERM DISABILI	667	699	699	745
110-612-2401	WORKER'S COMPENSATION	693	580	580	610
TOTAL PERSONNEL EXPENSES		410,347	411,419	416,984	459,659
COMMODITIES					
110-612-4102	CLOTHING	-	474	384	410
110-612-4103	COMPUTER SUPPLIES	215	1,300	1,300	2,300
110-612-4109	OFFICE SUPPLIES	1,853	2,500	2,500	4,750
110-612-4112	PUBLICATIONS	840	949	589	100
110-612-4117	FOOD	150	250	250	300
TOTAL COMMODITIES		3,058	5,473	5,023	7,860
SERVICES					
110-612-5106	UTILITY - TELEPHONE	713	720	720	720
110-612-5108	FUEL	780	800	800	800
110-612-5201	AUDIT SERVICES	14,281	17,000	17,000	17,000
110-612-5202	CONSULTING SERVICES	-	5,000	5,000	5,000
110-612-5206	LEGAL SERVICES	613	1,000	1,000	1,000
110-612-5401	TRAVEL - MEALS	15	400	400	400
110-612-5402	MILEAGE	810	1,050	1,050	1,400
110-612-5403	TRAVEL - ROOM	723	1,600	1,600	1,800
110-612-5404	SCHOOLS AND SEMINARS	-	4,250	4,250	3,750
110-612-5501	DUES AND MEMBERSHIPS	670	1,265	1,265	1,315
110-612-5601	ADVERTISING	193	150	150	150
110-612-5603	PRINTING AND BINDING	10	-	-	-
110-612-5706	VEHICLE MAINTENANCE & REPAIR	242	750	1,200	800
110-612-5904	EMPLOYMENT	110	125	125	125
TOTAL SERVICES		19,160	34,110	34,560	34,260
TOTAL EXPENDITURES		432,565	451,001	456,567	501,779

INFORMATION TECHNOLOGY

The mission of the City of Warrensburg Technology Office is to evaluate, integrate, and support innovative technologies to assist internal and external customers, maximize return on resources, and provide cost effective technology for the City to reach its goals.

Fiscal Year 2018 Accomplishments

- Major Projects Currently in Progress
 - Server room clean agent fire suppression system installation
 - Door security system upgrade
 - Fiber optic installation between City Hall and PD building
 - Standardize Layer 1 network equipment throughout the City
- Client Improvements
 - Continued PC Refresh Program; deployed 16 new computers
 - Completed upgrade to Office 2016 for all users
 - Migrated all user personal drives from physical server to virtual server infrastructure
- Network Improvements
 - Completed extensive upgrade of network backbone; replaced and consolidated all switching equipment; reduced number of switch assets by over 25% and increased port density in several critical areas by 100%
 - Installed fiber optic cable backbone in City Hall; provided 20x bandwidth increase and redundancy to all edge switches in the facility
 - Installed first ever WiFi capability for City employees; WiFi available in almost all City facilities; external WiFi available for PD and FD vehicles
 - Migrated West Plant and East Plant to Verizon wireless network connections; 10x increase in bandwidth for West Plant; East Plant on City network for first time ever
 - Developed solution to connect PD vehicles through City firewall vs. dispatch firewall; completed proof of concept; working towards implementation
- Application Projects
 - Completed first phase of Energov implementation for Community Development/Finance
 - Incode 10 upgrade in progress; currently installing client software on user computers
 - Completed Zuercher implementation for PD
 - Shut down legacy Citrix system; all users operational on new Citrix system

Performance Measurements

IT Support Ticketing

The IT Office uses Freshdesk to provide ticket support for our employee customers. This is a cloud based application that provides “anywhere” access for users and staff to manage IT support. In addition, the IT office uses KACE to manage in house ticketing of daily maintenance tasks. In the last 12 months the IT Office has managed over 1,800 tickets. This includes 675 customer generated tickets, 79 project generated tickets, and 1,046 IT generated tickets. There are currently 42 unresolved tickets, down from 43, 69 and 152 in the previous three years. Statistics are as follows:

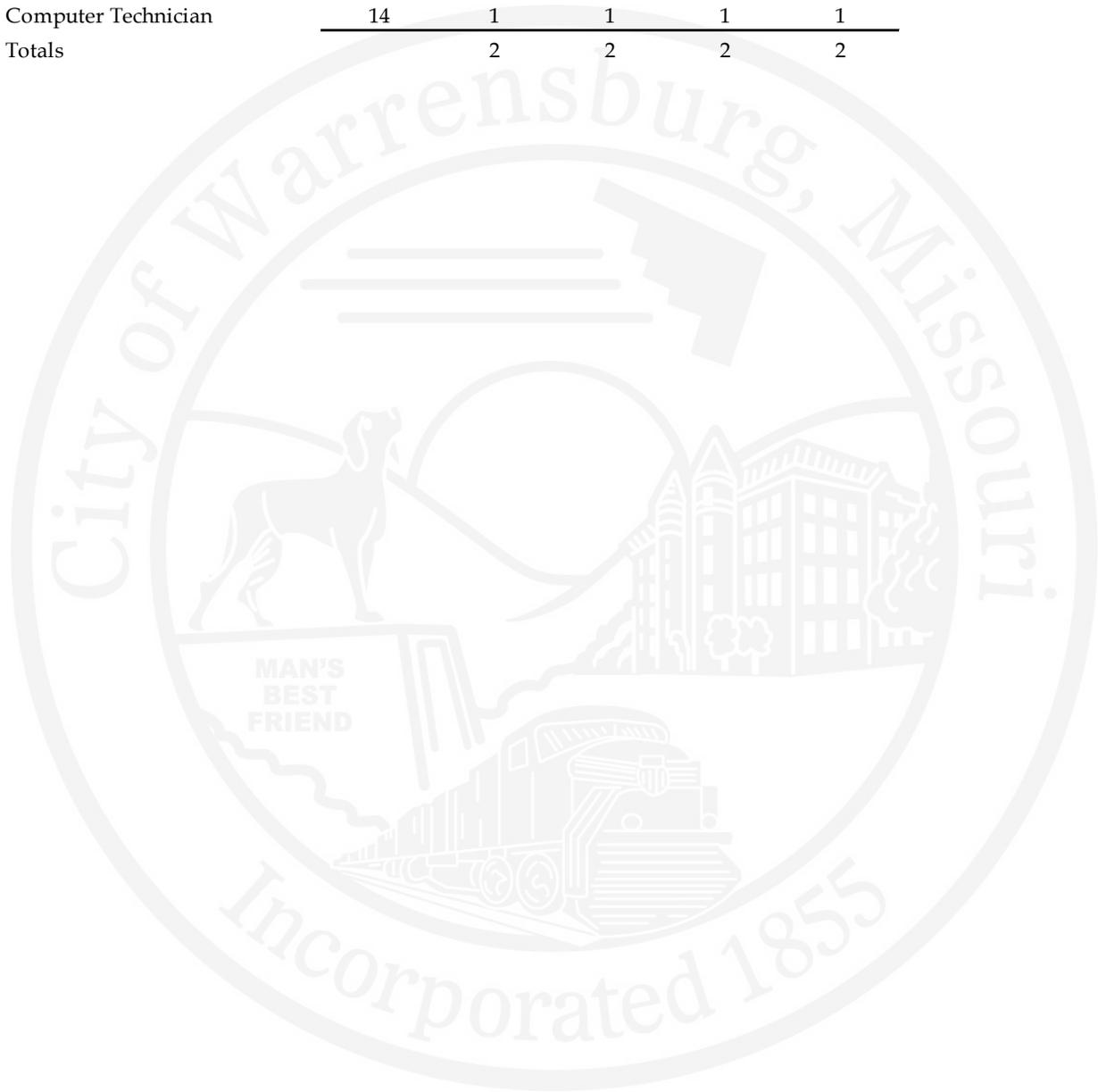
- Average 1st Response Time: 1h, 36m
- Average Resolution Time: 50h, 59m
- First Contact Resolution: 60%
- First Response SLA: 97%
- Resolution SLA: 100%
- Customer Satisfaction:
 - 96% Positive
 - 1% Neutral
 - 3% Negative

Goal: Continue to provide a high level of customer support by keeping customers apprised of current ticket status, and expected resolution times.

INFORMATION TECHNOLOGY

Position Detail

	Salary	FY16	FY17	FY18	FY19
	Range	Actual	Actual	Actual	Budget
Senior Computer Technician	17	1	1	1	1
Computer Technician	14	1	1	1	1
Totals		2	2	2	2



INFORMATION TECHNOLOGY

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-613-1101	WAGES	78,577	77,667	77,667	83,658
110-613-1103	WAGES - OVERTIME	5,321	7,500	7,500	7,500
110-613-1105	WAGES - SUPPLEMENTAL	-	-	-	60
110-613-1106	PTO ANNUAL PAY OUT	-	-	1,404	2,717
110-613-2101	FICA TAXES	6,436	6,416	6,523	6,978
110-613-2201	RETIREMENT - LAGERS	4,847	5,280	5,367	5,929
110-613-2301	INSURANCE - DENTAL	1,662	1,662	1,662	1,662
110-613-2302	INSURANCE - HEALTH	12,340	11,691	11,691	11,625
110-613-2304	INSURANCE - LIFE	187	196	196	211
110-613-2305	INSURANCE - SHORT TERM DISABIL	350	365	365	394
110-613-2306	INSURANCE - LONG TERM DISABILI	171	179	179	192
110-613-2401	WORKER'S COMPENSATION	181	152	152	180
TOTAL PERSONNEL EXPENSES		110,072	111,108	112,706	121,106
COMMODITIES					
110-613-4102	CLOTHING	239	200	200	350
110-613-4103	COMPUTER SUPPLIES	13,185	8,000	8,000	30,700
110-613-4109	OFFICE SUPPLIES	429	500	500	500
110-613-4114	SOFTWARE	3,724	15,300	15,300	-
110-613-4115	TOOLS	619	500	500	1,550
TOTAL COMMODITIES		18,196	24,500	24,500	33,100
SERVICES					
110-613-5106	UTILITY - TELEPHONE	42,780	46,290	46,290	47,340
110-613-5107	UTILITY - DATA ACCESS	41,067	45,780	45,780	48,945
110-613-5108	FUEL	37	500	500	400
110-613-5202	CONSULTING SERVICES	-	2,500	2,500	2,500
110-613-5205	LABOR / LABOR & EQUIPMENT	38,351	55,100	55,100	57,350
110-613-5206	LEGAL SERVICES	275	1,000	1,000	1,000
110-613-5209	RENT / LEASE	3,839	4,346	4,346	4,346
110-613-5299	CONTRACTUAL - NON CATEGORIZED	23,949	-	-	-
110-613-5401	TRAVEL - MEALS	20	200	200	-
110-613-5402	MILEAGE	-	400	400	300
110-613-5404	SCHOOLS AND SEMINARS	5,888	10,000	10,000	10,000
110-613-5501	DUES AND MEMBERSHIPS	-	350	350	450
110-613-5601	ADVERTISING	30	500	500	500
110-613-5602	POSTAGE	-	200	200	200
110-613-5701	BUILDING MAINTENANCE & REPAIR	4,160	7,750	7,750	7,000
110-613-5702	COMPUTER MAINTENANCE & REPAIR	10,397	24,200	24,200	14,000
110-613-5703	EQUIPMENT MAINTENANCE & REPAIR	5,661	5,780	5,780	7,640
110-613-5704	SOFTWARE MAINTENANCE & REPAIR	157,490	191,350	191,350	229,675
110-613-5706	VEHICLE MAINTENANCE & REPAIR	-	2,000	2,000	1,500
110-613-5999	SERVICES - NON CATEGORIZED	15	-	-	-
TOTAL SERVICES		333,958	398,246	398,246	433,146
CAPITAL					
110-613-6201	EQUIPMENT - COMMUNICATIONS	-	-	-	-
110-613-6202	EQUIPMENT - COMPUTERS	3,949	22,200	22,200	-
110-613-6206	EQUIPMENT - OFFICE	7,938	-	-	-
TOTAL CAPITAL		11,887	22,200	22,200	-
TOTAL EXPENDITURES		474,113	556,054	557,652	587,352

BUILDINGS AND GROUNDS

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 2018 Accomplishments

- Continue to implemented the Maintenance Assistant computer program to manage equipment maintenance and scheduled service in and around City facilities
- Continued familiarization with equipment functions in buildings throughout the Municipal Complex to assure proper function and efficiency of operation while maintaining scheduled service
- Continued scheduled cleaning and janitorial services for a high level of safety, usability and cleanliness while minimizing disruptions to staff and/or public
- Maintained the grounds appearance in the most professional way to instill pride in the community

Fiscal Year 2019 – Fiscal Year 2022 Strategic Plan Initiatives

FOCUS II: Community Pride and Interaction, Goal: Provide quality services to the community that preserve and stimulate economic prosperity.

- Continue programs within this budget that support community services
- Continue to enter relevant data into Maintenance Assistant work order system to allow for more efficient response to request for services
- Customer Focus – Maintain a customer friendly aesthetically pleasing municipal complex that meets the needs of the community which it serves

Performance Measurement

- Maintain and continue to update the work order system to schedule needed services and better track cost for maintaining facilities
- Design a routine equipment maintenance schedule to assure that equipment is serviced in a timely manner
- Improved ability to prioritize service request and track cost incurred which will help to better manage the budget for maintenance

Position Detail

	Salary	FY16	FY17	FY18	FY19
	Range	Actual	Actual	Actual	Budget
Buildings/Grounds Specialist	14	1	1	1	1
Totals		1	1	1	1

BUILDINGS AND GROUNDS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-614-1101	WAGES	34,031	34,944	34,944	36,098
110-614-1103	WAGES - OVERTIME	379	1,000	1,000	1,000
110-614-1105	WAGES - SUPPLEMENTAL	60	60	60	60
110-614-1106	PTO ANNUAL PAY OUT	-	-	504	1,136
110-614-2101	FICA TAXES	2,612	2,705	2,743	2,843
110-614-2201	RETIREMENT - LAGERS	1,965	2,232	2,264	2,415
110-614-2301	INSURANCE - DENTAL	587	831	831	831
110-614-2302	INSURANCE - HEALTH	6,170	5,845	5,845	5,813
110-614-2304	INSURANCE - LIFE	84	88	88	91
110-614-2305	INSURANCE - SHORT TERM DISABIL	157	165	165	170
110-614-2306	INSURANCE - LONG TERM DISABILI	77	80	80	83
110-614-2401	WORKER'S COMPENSATION	1,018	1,253	1,253	1,600
TOTAL PERSONNEL EXPENSES		47,140	49,203	49,777	52,140
COMMODITIES					
110-614-4102	CLOTHING	190	250	250	250
110-614-4104	CUSTODIAL SUPPLIES	1,856	2,000	2,000	2,000
110-614-4106	LAWN AND FIELD CARE	2,650	4,050	4,050	2,050
110-614-4107	MAINTENANCE & REPAIR SUPPLIES	2,754	4,000	4,000	6,500
110-614-4114	SOFTWARE	435	435	435	450
110-614-4115	TOOLS	65	850	850	850
110-614-4199	SUPPLIES - NON CATEGORIZED	868	2,050	2,050	1,050
TOTAL COMMODITIES		8,819	13,635	13,635	13,150
SERVICES					
110-614-5101	UTILITY - ELECTRIC	36,797	35,500	35,500	35,500
110-614-5102	UTILITY - GAS	4,240	5,500	5,500	5,500
110-614-5103	UTILITY - WATER	6,626	7,350	7,350	7,350
110-614-5104	UTILITY - TRASH	3,081	2,844	2,844	2,844
110-614-5106	UTILITY - TELEPHONE	210	210	210	210
110-614-5108	FUEL	97	500	500	750
110-614-5205	LABOR / LABOR & EQUIPMENT	40,832	45,648	45,648	38,448
110-614-5206	LEGAL SERVICES	213	450	450	300
110-614-5299	CONTRACTUAL - NON CATEGORIZED	180,521	68,121	103,121	33,121
110-614-5601	ADVERTISING	2,025	1,300	1,300	600
110-614-5701	BUILDING MAINTENANCE & REPAIR	505	5,500	5,500	5,500
110-614-5703	EQUIPMENT MAINTENANCE & REPAIR	-	350	350	350
110-614-5903	HEALTH AND WELLNESS	-	80	80	80
110-614-5999	SERVICES - NON CATEGORIZED	-	800	800	800
TOTAL SERVICES		275,146	174,153	209,153	131,353
TOTAL EXPENDITURES		331,105	236,991	272,565	196,643

EMERGENCY MANAGEMENT

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 2018 Accomplishments

- Evaluated present City status to guide improvement
- Worked with County EMA and covered for them while away at a conference
- Worked with several residential care facilities to form an evacuation exercise
- Worked with health organizations in compliance with new federal regulations

Fiscal Year 2019 - Fiscal Year 2022 Strategic Plan Initiatives

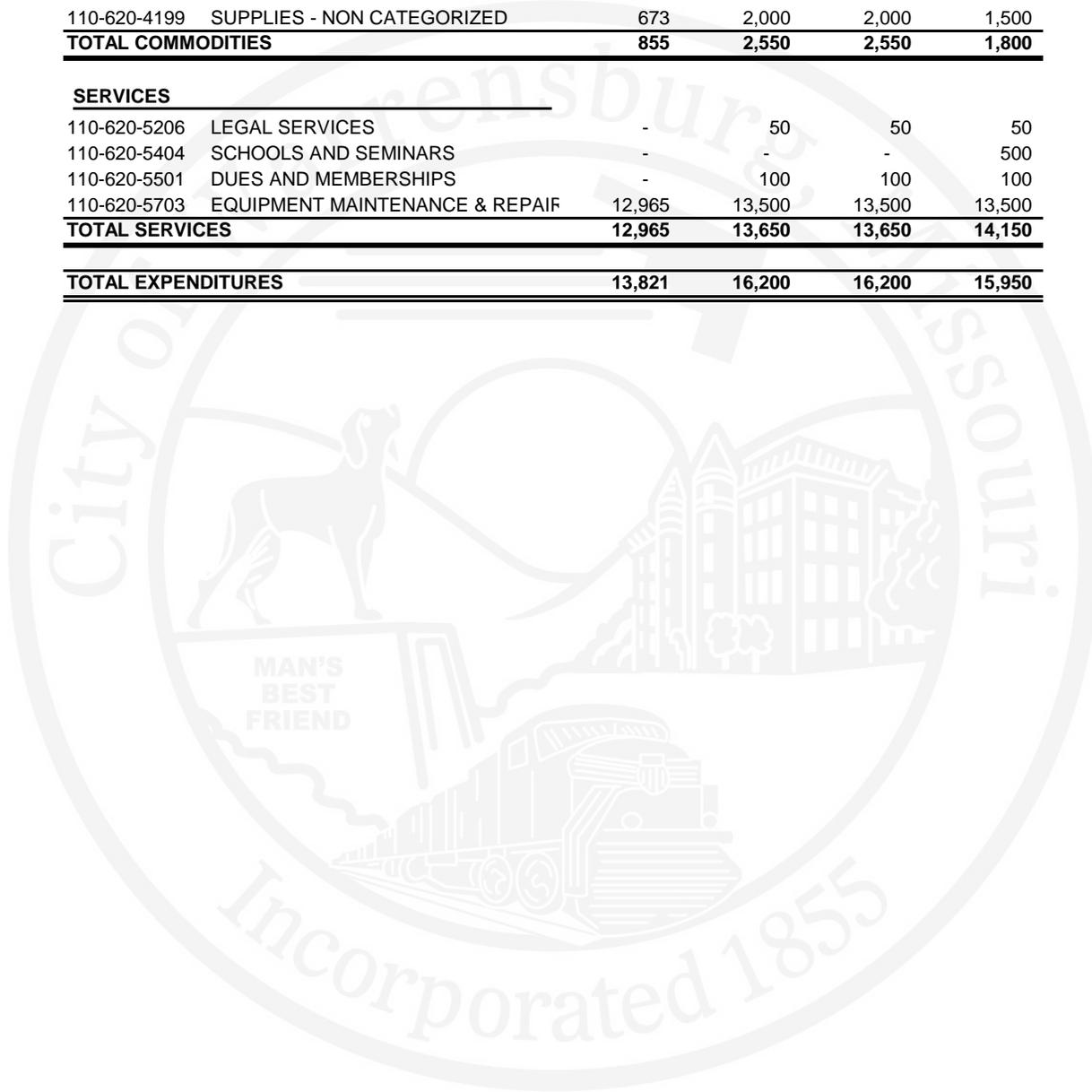
Focus II: Provide quality services to the community that preserve economic prosperity.

- Continue exercises to measure readiness
- Evaluate the need for additional warning sirens
- Increase Community awareness and outreach
- Work towards a Continuity of Operations Plan (COOP)
- Maintain NIMS compliancy
- Maintain City Operations Plan in conjunction with the County plan
- Maintain and Monitor the City-wide sirens, Informers



EMERGENCY MANAGEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
COMMODITIES					
110-620-4103	COMPUTER SUPPLIES	182	150	150	100
110-620-4109	OFFICE SUPPLIES	-	400	400	200
110-620-4199	SUPPLIES - NON CATEGORIZED	673	2,000	2,000	1,500
TOTAL COMMODITIES		855	2,550	2,550	1,800
SERVICES					
110-620-5206	LEGAL SERVICES	-	50	50	50
110-620-5404	SCHOOLS AND SEMINARS	-	-	-	500
110-620-5501	DUES AND MEMBERSHIPS	-	100	100	100
110-620-5703	EQUIPMENT MAINTENANCE & REPAIR	12,965	13,500	13,500	13,500
TOTAL SERVICES		12,965	13,650	13,650	14,150
TOTAL EXPENDITURES		13,821	16,200	16,200	15,950



FIRE DEPARTMENT

Members of the Warrensburg Fire Department are committed to delivering excellent service. We make every effort to provide effective fire department services to take action promptly in a professional and skilled manner. We work to be a valued member of the community.

Fiscal Year 2018 Accomplishments

- We conducted another firefighter training academy during FY18
- We placed in service an engine and aerial platform
- We continue our interaction with UCM by providing courtesy Fire Code reviews in connection with new construction projects on the campus
- We continue to work with the county-wide fire investigation team to supplement local sources
- We continually work with county fire districts and the dispatch center to enhance reliable communications for fire service use
- For the 12th consecutive year, we maintained an average annual response time under four minutes to emergency incidents
- We participated in the blood drives
- All chief officers attended leadership training

Fiscal Year 2019 – Fiscal Year 2022 Strategic Plan Initiatives

Focus III: Continued development to make our community more attractive, economically stronger, and more socially diverse

- Conduct Firefighter Certification Training Course for new part-time firefighter
- Prepare for an ISO evaluation in mid-2019 to go to an ISO 1 department
- Increase multi-company and mutual aid training for all Fire Department personnel
- Maintain annual average response time to emergencies at or below 4 minutes
- Complete Department policy manual

Performance Management

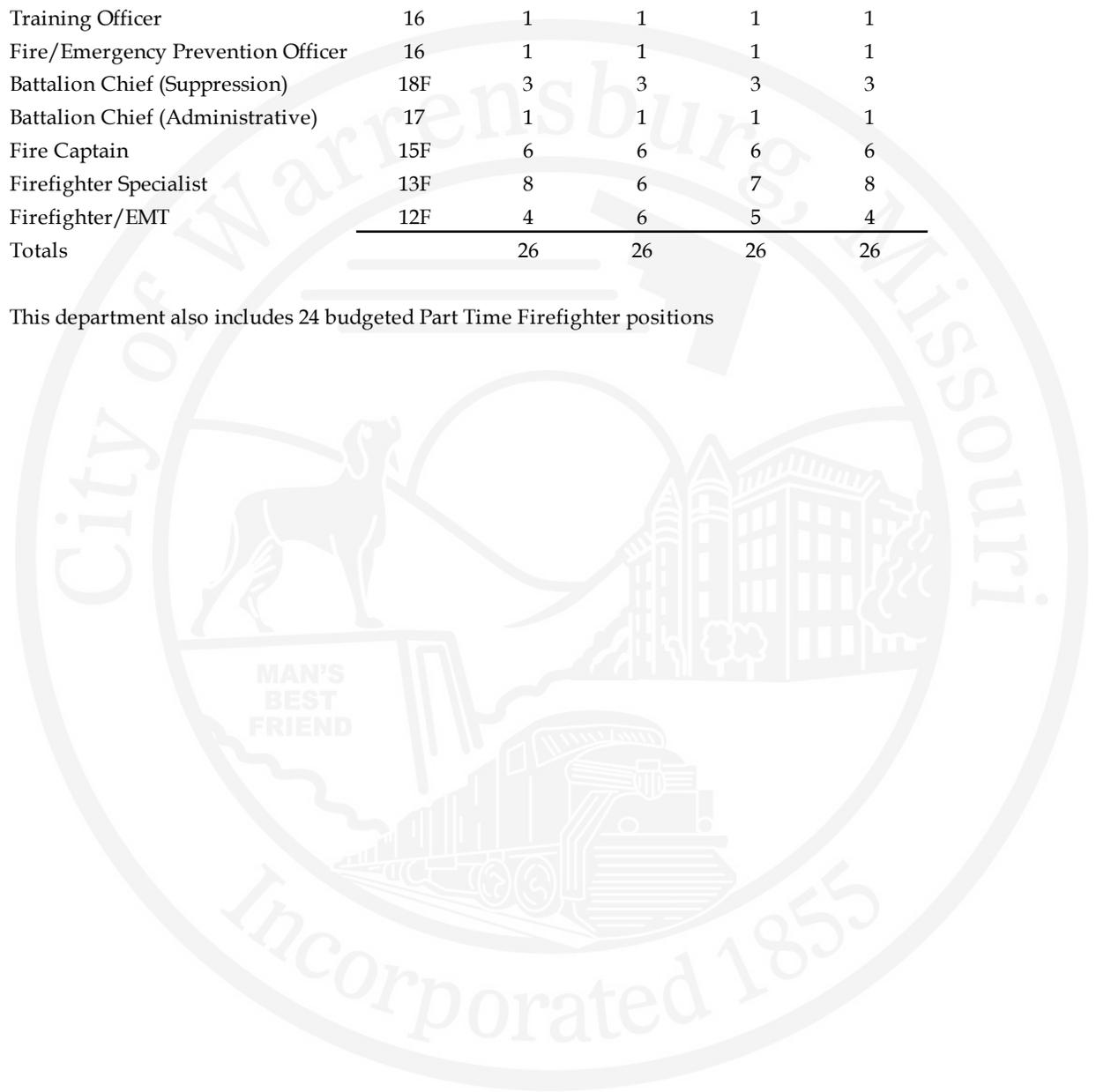
We will make every effort to further improve the rating from the Insurance Services Office (ISO) by re-evaluation in 2019. A reduction in the rating from a 2 to a 1 rating will lead to a reduction of fire insurance premiums for both residents and businesses. This will occur with an increase in departmental training, measurement of available water, and communication efficiency. In FY17 we filled the training officer to implement a revised training regimen, and implement to the best of our ability the increased training needed to reach this goal.

FIRE DEPARTMENT

Position Detail

	Salary Range	FY16 Actual	FY17 Actual	FY18 Budget	FY19 Budget
Fire Chief	23	1	1	1	1
Assistant Fire Chief	18	1	1	1	1
Training Officer	16	1	1	1	1
Fire/Emergency Prevention Officer	16	1	1	1	1
Battalion Chief (Suppression)	18F	3	3	3	3
Battalion Chief (Administrative)	17	1	1	1	1
Fire Captain	15F	6	6	6	6
Firefighter Specialist	13F	8	6	7	8
Firefighter/EMT	12F	4	6	5	4
Totals		26	26	26	26

This department also includes 24 budgeted Part Time Firefighter positions



FIRE DEPARTMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-621-1101	WAGES	1,166,835	1,154,163	1,154,163	1,210,301
110-621-1102	WAGES - PART TIME	89,907	108,150	108,150	108,150
110-621-1103	WAGES - OVERTIME	152,734	152,408	152,408	150,396
110-621-1105	WAGES - SUPPLEMENTAL	2,880	2,820	2,820	3,120
110-621-1106	PTO ANNUAL PAY OUT	-	-	15,670	42,616
110-621-2101	FICA TAXES	104,812	107,218	108,417	112,605
110-621-2201	RETIREMENT - LAGERS	38,927	23,597	23,879	38,187
110-621-2301	INSURANCE - DENTAL	16,473	17,699	17,699	19,609
110-621-2302	INSURANCE - HEALTH	194,871	178,719	178,719	197,336
110-621-2304	INSURANCE - LIFE	2,812	3,099	3,099	3,259
110-621-2305	INSURANCE - SHORT TERM DISABIL	5,236	5,795	5,795	6,094
110-621-2306	INSURANCE - LONG TERM DISABILI	2,559	2,832	2,832	2,978
110-621-2401	WORKER'S COMPENSATION	72,967	77,354	77,354	93,000
TOTAL PERSONNEL EXPENSES		1,851,013	1,833,852	1,851,003	1,987,652
COMMODITIES					
110-621-4102	CLOTHING	26,994	34,675	34,675	34,675
110-621-4103	COMPUTER SUPPLIES	444	500	500	500
110-621-4104	CUSTODIAL SUPPLIES	2,811	3,000	3,000	3,000
110-621-4105	LAB AND CHEMICALS	15	1,000	1,000	1,000
110-621-4107	MAINTENANCE & REPAIR SUPPLIES	19,260	21,000	21,000	21,000
110-621-4108	MEETING SUPPLIES	125	300	300	300
110-621-4109	OFFICE SUPPLIES	1,383	2,000	2,000	2,000
110-621-4111	PROGRAM SUPPLIES	1,490	1,750	1,750	2,000
110-621-4112	PUBLICATIONS	1,161	1,200	1,200	1,000
110-621-4114	SOFTWARE	1,346	1,500	1,500	2,500
110-621-4115	TOOLS	530	750	750	700
110-621-4117	FOOD	380	750	750	750
110-621-4199	SUPPLIES - NON CATEGORIZED	9,985	15,000	15,000	13,000
TOTAL COMMODITIES		65,923	83,425	83,425	82,425
SERVICES					
110-621-5101	UTILITY - ELECTRIC	11,445	12,600	12,600	12,600
110-621-5102	UTILITY - GAS	3,564	6,500	6,500	6,500
110-621-5103	UTILITY - WATER	1,487	1,560	1,560	1,560
110-621-5104	UTILITY - TRASH	588	600	600	600
110-621-5106	UTILITY - TELEPHONE	1,470	1,890	1,890	1,890
110-621-5108	FUEL	13,466	23,000	23,000	20,000
110-621-5206	LEGAL SERVICES	1,038	1,200	1,200	1,200
110-621-5401	TRAVEL - MEALS	735	500	500	500
110-621-5402	MILEAGE	1,484	1,250	1,250	1,200
110-621-5403	TRAVEL - ROOM	4,306	1,250	1,250	1,250
110-621-5404	SCHOOLS AND SEMINARS	9,872	16,750	16,750	16,750
110-621-5501	DUES AND MEMBERSHIPS	1,479	1,600	1,600	1,600
110-621-5601	ADVERTISING	286	400	400	100
110-621-5602	POSTAGE	221	500	500	200
110-621-5603	PRINTING AND BINDING	16	400	400	200
110-621-5701	BUILDING MAINTENANCE & REPAIR	10,396	10,660	10,660	10,500
110-621-5703	EQUIPMENT MAINTENANCE & REPAIR	19,833	25,500	25,500	25,000
110-621-5704	SOFTWARE MAINTENANCE & REPAIR	3,255	2,500	2,500	3,500
110-621-5903	HEALTH AND WELLNESS	8,397	20,000	20,000	5,000
110-621-5904	EMPLOYMENT	286	3,450	3,450	8,000
110-621-5999	SERVICES - NON CATEGORIZED	-	840	840	840
TOTAL SERVICES		93,624	132,950	132,950	118,990

FIRE DEPARTMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
CAPITAL					
110-621-6101	BUILDINGS	-	10,000	10,000	-
110-621-6207	EQUIPMENT - RADIOS	5,271	8,000	8,000	-
110-621-6299	EQUIPMENT - NON CATEGORIZED	16,271	20,000	20,000	-
110-621-6501	VEHICLES	530,088	43,545	43,545	-
TOTAL CAPITAL		551,630	81,545	81,545	-
TOTAL EXPENDITURES		2,562,190	2,131,772	2,148,923	2,189,067



LAW ENFORCEMENT

The mission of the Warrensburg Police Department is to create a safe city through partnerships with the community.

Accomplishments for FY2018

- Promoted Donna Bartlett and Adam Wade to sergeant and Sarah Heisler and Brandon Hargrave to corporal
- Celebrated the nearly 40-year career of Lt. Cindy Jones with her retirement from the department
- Implemented the new records management system (RMS), Zuercher Technologies
- Converted crime reporting from Uniform Crime Reporting to National Incident Based Reporting

Police Department by the Numbers for 2017

- 21,986 calls for service (down 13%, -3167 calls)
- 539 accidents (down 4%, -20 accidents)
- 713 Part 1 Crimes (down 3%, -19 crimes)
- 42 Violent crimes (down 11%, - 5 crimes)
- 629 Property crimes (down 1.4%, -9 crimes)
- 2140 Traffic tickets (up 10%, +193 tickets)
- 1026 Other tickets (down 19%, -239 tickets)
- Hundreds of Pounds of Prescription Drugs collected during Drug Take-Back Program
- 507 Units of Blood Collected in Blood Drives (up 24%)
- 24 Children participated in the Shop with a Cop Program

Fiscal Year 2019 Strategic Plan Initiatives

Focus II: Community Pride and Interaction

- Reduce overall crime by 5%
- Reduce violent crime by 5%
- Reduce property crime by 5%
- Create positive community contacts that are not related to a call for service

Performance Measurement for Police Department for 2019

- Have 100% of officers trained in officer wellness
- Have 100% of police staff trained in Fair and Impartial Policing by March 31, 2019
- Complete substantial steps toward Commission on Accreditation for Law Enforcement Agencies process
- Hold quarterly community forums for residents to provide feedback about their police department

LAW ENFORCEMENT

Position Detail

	Salary Range	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget
Chief of Police	25	1	1	1	1
Lieutenant	18P	3	3	2	2
Sergeant	17P	4	4	7	7
Detective	16P	4	3	1	1
Detective	15P	0	0	2	2
Corporal	16P	6	6	4	4
Patrol Officer	15P	17	19	19	18
Office Manager	14	1	1	1	1
Evidence Clerk	11	0	0	1	1
Records Clerk	10	2	2	2	2
Police Major		0	0	0	0
Totals		38	39	40	39

FY18

There is an open Sargeant position that will be filled internally by either a Detective, Corporal or Patrol Officer. When the Sergeant position is filled the position vacated will not be filled, leaving 40 positions in the Police Department.

In FY17 one of the Part time Records Clerk Positions was reclassified as a Part time Evidence Clerk. In FY18 the Part time Evidence Clerk became a Full time position.

This department also includes one Part Time Records Clerk position.

LAW ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-622-1101	WAGES	1,744,280	1,765,438	1,765,438	1,708,997
110-622-1102	WAGES - PART TIME	29,433	13,406	13,406	14,958
110-622-1103	WAGES - OVERTIME	55,937	63,842	63,842	62,323
110-622-1105	WAGES - SUPPLEMENTAL	3,900	3,840	3,840	3,840
110-622-1106	PTO ANNUAL PAY OUT	-	-	90,340	53,700
110-622-2101	FICA TAXES	136,494	139,616	146,527	139,542
110-622-2201	RETIREMENT - LAGERS	62,121	75,671	79,343	92,511
110-622-2301	INSURANCE - DENTAL	25,733	29,677	29,677	30,414
110-622-2302	INSURANCE - HEALTH	266,002	278,286	278,286	265,319
110-622-2303	INSURANCE - HEALTH DEDUCTIBLE	-	-	-	-
110-622-2304	INSURANCE - LIFE	3,984	4,467	4,467	4,311
110-622-2305	INSURANCE - SHORT TERM DISABIL	7,496	8,458	8,458	8,084
110-622-2306	INSURANCE - LONG TERM DISABILI	3,662	4,132	4,132	3,930
110-622-2401	WORKER'S COMPENSATION	45,718	60,356	60,356	72,000
TOTAL PERSONNEL EXPENSES		2,384,760	2,447,190	2,548,111	2,459,929
COMMODITIES					
110-622-4101	ANIMAL CARE	862	1,000	1,000	1,000
110-622-4102	CLOTHING	30,032	15,000	15,000	15,000
110-622-4103	COMPUTER SUPPLIES	5,607	7,500	7,500	7,500
110-622-4104	CUSTODIAL SUPPLIES	1,492	1,500	1,500	1,500
110-622-4107	MAINTENANCE & REPAIR SUPPLIES	338	2,000	2,000	2,000
110-622-4108	MEETING SUPPLIES	-	1,500	1,500	500
110-622-4109	OFFICE SUPPLIES	3,243	5,250	5,250	5,250
110-622-4111	PROGRAM SUPPLIES	10,689	14,000	14,000	12,000
110-622-4112	PUBLICATIONS	611	200	200	200
110-622-4114	SOFTWARE	1,985	2,500	2,500	2,000
110-622-4115	TOOLS	-	-	-	-
110-622-4117	FOOD	606	500	500	1,000
110-622-4199	SUPPLIES - NON CATEGORIZED	2,520	6,000	6,000	6,000
TOTAL COMMODITIES		57,985	56,950	56,950	53,950
SERVICES					
110-622-5101	UTILITY - ELECTRIC	42,391	45,000	45,000	45,000
110-622-5102	UTILITY - GAS	-	-	-	-
110-622-5103	UTILITY - WATER	2,532	2,500	2,500	2,500
110-622-5104	UTILITY - TRASH	19	-	-	-
110-622-5106	UTILITY - TELEPHONE	3,473	3,000	3,000	2,790
110-622-5108	FUEL	44,648	54,000	54,000	60,000
110-622-5205	LABOR / LABOR & EQUIPMENT	32,520	33,600	33,600	34,512
110-622-5206	LEGAL SERVICES	3,191	5,500	5,500	5,500
110-622-5210	PRISONER CARE SERVICES	21,520	16,800	16,800	16,800
110-622-5299	CONTRACTUAL - NON CATEGORIZED	18,444	14,500	14,500	14,500
110-622-5401	TRAVEL - MEALS	1,213	1,000	1,000	2,000
110-622-5403	TRAVEL - ROOM	3,411	3,000	3,000	3,000
110-622-5404	SCHOOLS AND SEMINARS	12,420	24,344	24,344	20,000
110-622-5501	DUES AND MEMBERSHIPS	1,214	1,800	1,800	2,000
110-622-5601	ADVERTISING	160	500	500	500
110-622-5602	POSTAGE	29	-	-	-
110-622-5603	PRINTING AND BINDING	1,129	3,000	3,000	3,000
110-622-5607	SPECIALIZED TRAINING	(1,264)	-	-	-

LAW ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
110-622-5701	BUILDING MAINTENANCE & REPAIR	10,698	5,940	5,940	23,940
110-622-5703	EQUIPMENT MAINTENANCE & REPAIR	-	1,000	1,000	1,000
110-622-5706	VEHICLE MAINTENANCE & REPAIR	19,526	28,000	28,000	28,000
110-622-5903	HEALTH AND WELLNESS	1,003	1,250	1,250	1,250
110-622-5904	EMPLOYMENT	1,000	200	200	200
110-622-5905	SECURITY	1,536	1,550	1,550	1,550
110-622-5999	SERVICES - NON CATEGORIZED	4,508	5,340	5,340	5,390
TOTAL SERVICES		225,322	251,824	251,824	273,432
CAPITAL					
110-622-6206	EQUIPMENT - OFFICE	720	-	-	-
110-622-6207	EQUIPMENT - RADIOS	15,165	-	-	-
110-622-6299	EQUIPMENT - NON CATEGORIZED	-	72,000	72,000	109,500
110-622-6301	SYSTEM SOFTWARE	302,017	74,312	74,312	-
110-622-6501	VEHICLES	70,256	-	-	-
TOTAL CAPITAL		388,159	146,312	146,312	109,500
TOTAL EXPENDITURES		3,056,225	2,902,275	3,003,197	2,896,811



ANIMAL CONTROL



The mission of the Old Drum and Friends Animal Shelter, and Animal Control is to provide a level of service that is conducive to the positive health, safety and welfare of animals and human residents in our community through proactive programs, services, and enforcement.

Accomplishments

- Maintained euthanasia rate of <10%
- Awarded a Grant from Bayer Pharmaceutical & Adopt-A-Pet.com for \$15,000 worth of Advantage II for cats.
- Utilized funds from the Petco Grant (\$8,000) and shelter donations to upgrade interior kennel doors, and outdoor access doors for the dog kennels in the Adoption Center.
- Developed and implemented a foster program for shelter pets.
- Partnered with Warrensburg Main Street exhibiting adoptable shelter dogs at the Farmer’s Market.

Animal Shelter by the Numbers

- 949 Animals Checked into the Shelter in 2017
- 782 Animals were Adopted/Transferred/Reclaimed in 2017
- 166 Animals in Residence at Years End Awaiting Adoption

Performance Measurement

- Maintain euthanasia rate that is no more than 15%

Position Detail

	Salary Grade	Salary Range	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget
Shelter Manager	17		1	1	1	1
Animal Control Officer	12		1	1	1	1
Assistant Shelter Manager			1	1	0	0
Totals			3	3	2	2

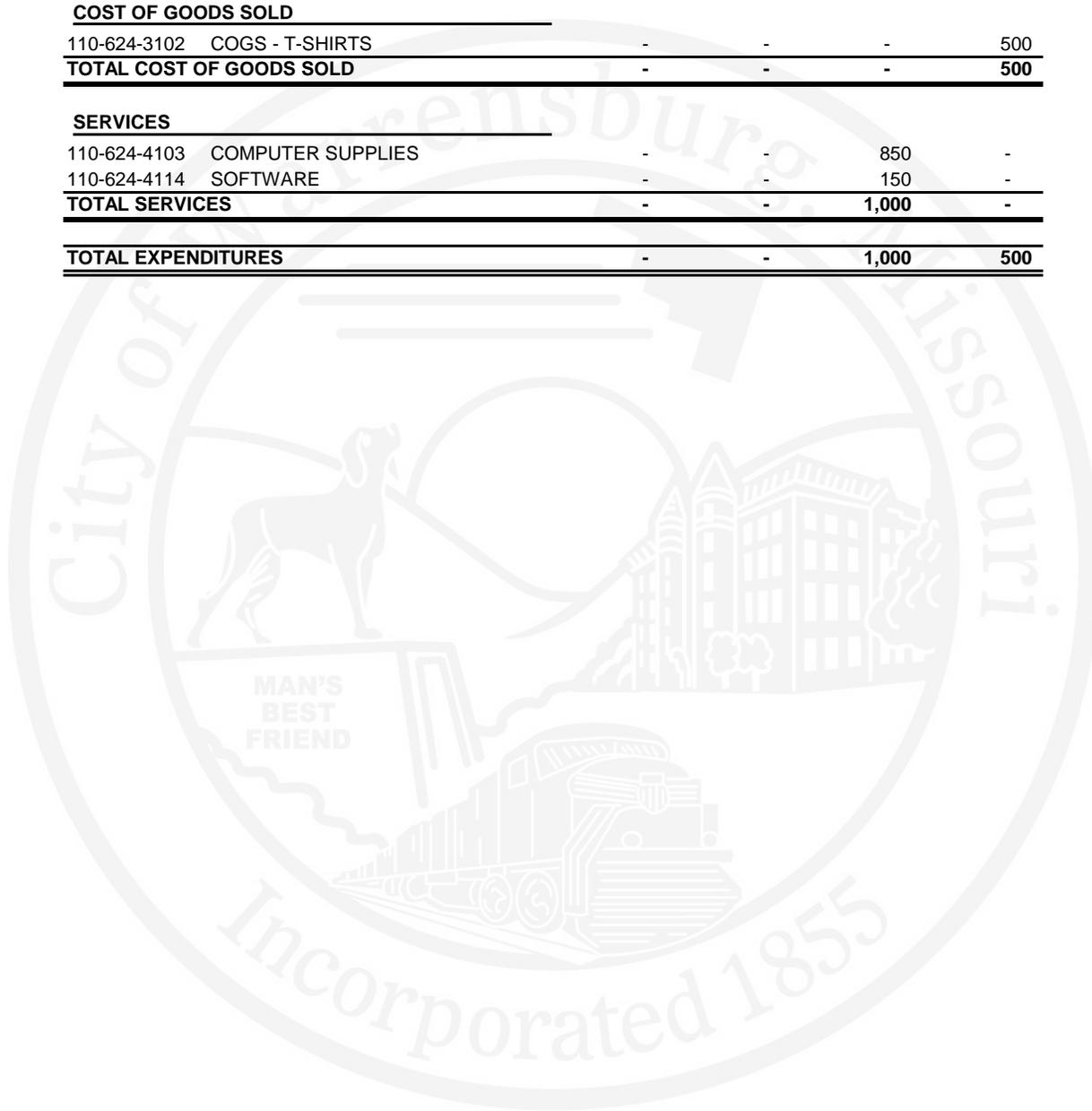
This department currently includes 4 Part Time Employees.

ANIMAL CONTROL

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-623-1101	WAGES	103,757	103,459	103,459	77,137
110-623-1102	WAGES - PART TIME	22,973	29,682	29,682	58,203
110-623-1103	WAGES - OVERTIME	2,948	2,000	2,000	2,000
110-623-1105	WAGES - SUPPLEMENTAL	240	240	240	300
110-623-1106	PTO ANNUAL PAY OUT	-	-	5,434	3,847
110-623-2101	FICA TAXES	9,844	10,208	10,623	10,529
110-623-2201	RETIREMENT - LAGERS	5,981	6,553	6,890	5,163
110-623-2301	INSURANCE - DENTAL	1,976	2,005	2,005	1,662
110-623-2302	INSURANCE - HEALTH	17,996	17,536	17,536	11,625
110-623-2304	INSURANCE - LIFE	245	265	265	194
110-623-2305	INSURANCE - SHORT TERM DISABIL	445	465	465	364
110-623-2306	INSURANCE - LONG TERM DISABILI	217	227	227	178
110-623-2401	WORKER'S COMPENSATION	2,544	2,382	2,382	2,500
TOTAL PERSONNEL EXPENSES		169,165	175,021	181,207	173,702
COMMODITIES					
110-623-4101	ANIMAL CARE	9,699	13,500	13,500	14,500
110-623-4102	CLOTHING	105	200	200	200
110-623-4103	COMPUTER SUPPLIES	1,378	1,480	1,480	1,660
110-623-4104	CUSTODIAL SUPPLIES	1,015	1,600	1,600	2,000
110-623-4105	LAB AND CHEMICALS	3,759	8,000	8,000	8,000
110-623-4109	OFFICE SUPPLIES	361	550	550	550
110-623-4112	PUBLICATIONS	17	175	175	175
110-623-4199	SUPPLIES - NON CATEGORIZED	2,854	3,800	3,800	3,800
TOTAL COMMODITIES		19,188	29,305	29,305	30,885
SERVICES					
110-623-5101	UTILITY - ELECTRIC	8,895	11,500	11,500	11,500
110-623-5103	UTILITY - WATER	1,131	1,500	1,500	1,500
110-623-5104	UTILITY - TRASH	2,100	1,968	1,968	2,436
110-623-5106	UTILITY - TELEPHONE	210	650	650	650
110-623-5205	LABOR / LABOR & EQUIPMENT	3,263	1,000	1,000	1,000
110-623-5206	LEGAL SERVICES	-	250	250	250
110-623-5299	CONTRACTUAL - NON CATEGORIZED	24,481	23,000	23,000	23,000
110-623-5401	TRAVEL - MEALS	-	50	50	50
110-623-5402	MILEAGE	-	250	250	250
110-623-5403	TRAVEL - ROOM	-	200	200	200
110-623-5404	SCHOOLS AND SEMINARS	1,309	2,000	2,000	2,000
110-623-5501	DUES AND MEMBERSHIPS	90	280	280	600
110-623-5601	ADVERTISING	-	400	400	400
110-623-5603	PRINTING AND BINDING	158	350	350	350
110-623-5701	BUILDING MAINTENANCE & REPAIR	4,720	10,000	10,000	10,000
110-623-5704	SOFTWARE MAINTENANCE & REPAIR	720	350	350	1,000
110-623-5706	VEHICLE MAINTENANCE & REPAIR	-	300	300	300
110-623-5903	HEALTH AND WELLNESS	-	-	-	3,960
110-623-5904	EMPLOYMENT	221	250	250	250
110-623-5999	SERVICES - NON CATEGORIZED	525	500	500	500
TOTAL SERVICES		47,823	54,798	54,798	60,196
TOTAL EXPENDITURES		236,176	259,124	265,310	264,783

ANIMAL CONTROL

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
ANIMAL CONTROL DONATIONS					
COST OF GOODS SOLD					
110-624-3102	COGS - T-SHIRTS	-	-	-	500
TOTAL COST OF GOODS SOLD		-	-	-	500
SERVICES					
110-624-4103	COMPUTER SUPPLIES	-	-	850	-
110-624-4114	SOFTWARE	-	-	150	-
TOTAL SERVICES		-	-	1,000	-
TOTAL EXPENDITURES		-	-	1,000	500



COMMUNITY DEVELOPMENT

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

Fiscal Year 2018 Accomplishments

- Developed and implemented booth exhibit at the International Council of Shopping Center’s 2017 Deal Making Conference and the 2017 Society of Office and Industrial Realtors Development Day in Kansas City
- Entered into third year contract with The Retail Coach to continue retail recruitment services
- Awarded 3 Downtown Façade Grants funded by the City
- Configured and began internal use of Energov Building Permit, Codes, and Plans software. Began implementing online building permit portal
- Implemented electronic field inspections with purchase of 5 iPads for inspectors/Planner/Building Official
- Updated to 2018 Building Codes after thorough review by Code Update Committee
- Began preparing for 2020 Census – Boundary & Annexation, address update, and group quarters programs

Fiscal Year 2019 – Fiscal Year 2024 Strategic Plan Initiatives

- Continue Census 2020 preparations (LUCA, Group Quarters, local Count Committee)
- Complete implementation of Energov Building Permit and Plans software with all types of permits/applications with online portal and electronic field inspections
- Complete implementation of Energov software for nuisance code enforcement and property maintenance code enforcement.
- Establish computer kiosk in lobby to facilitate electronic permit and plan submissions further reducing paper consumption.
- Continue administering the Downtown Façade Grant program.

Performance Measurement

Decrease staff time spent on the first plan review for Commercial Building Permits from 14 to 10 days.

Revenues

Building Permit fees	\$80,000
Development Fees	\$4,000

Position Detail

	Salary Range	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget
Community Development Director	19	1	1	1	1
Building Official	17	1	1	1	1
City Planner	17	1	1	1	1
Neighborhood Services Coordinator	16	1	1	1	1
Building Inspector	15	1	1	1	1
GIS Coordinator (Specialist)		0	0	0	1
Code Enforcement Inspector	13	1	1	1	1
Permit Clerk	11	1	1	1	1
Totals		7	7	7	8

FY19

GIS Coordinator (Specialist) is a new position budgeted beginning in April 2019.

COMMUNITY DEVELOPMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-641-1101	WAGES	320,035	340,000	340,000	369,127
110-641-1103	WAGES - OVERTIME	407	300	300	300
110-641-1105	WAGES - SUPPLEMENTAL	360	510	510	660
110-641-1106	PTO ANNUAL PAY OUT	-	-	4,888	10,885
110-641-2101	FICA TAXES	24,151	25,870	26,244	28,312
110-641-2201	RETIREMENT - LAGERS	17,991	19,905	20,208	24,056
110-641-2301	INSURANCE - DENTAL	4,127	4,840	4,840	5,383
110-641-2302	INSURANCE - HEALTH	45,510	46,785	46,785	46,764
110-641-2304	INSURANCE - LIFE	747	866	866	927
110-641-2305	INSURANCE - SHORT TERM DISABIL	1,437	1,619	1,619	1,703
110-641-2306	INSURANCE - LONG TERM DISABILI	702	791	791	832
110-641-2401	WORKER'S COMPENSATION	6,177	7,172	7,172	9,000
TOTAL PERSONNEL EXPENSES		421,646	448,658	454,224	497,948
COMMODITIES					
110-641-4102	CLOTHING	308	655	655	670
110-641-4103	COMPUTER SUPPLIES	497	2,485	2,485	3,940
110-641-4108	MEETING SUPPLIES	23	125	125	125
110-641-4109	OFFICE SUPPLIES	1,485	1,737	1,737	2,527
110-641-4112	PUBLICATIONS	27	4,600	4,600	300
110-641-4114	SOFTWARE	-	-	-	1,250
110-641-4115	TOOLS	46	430	430	100
110-641-4117	FOOD	30	400	400	300
110-641-4199	SUPPLIES - NON CATEGORIZED	6,380	2,565	2,565	1,291
TOTAL COMMODITIES		8,796	12,997	12,997	10,503
SERVICES					
110-641-5106	UTILITY - TELEPHONE	1,225	1,680	1,680	1,680
110-641-5108	FUEL	3,069	4,800	4,800	4,800
110-641-5202	CONSULTING SERVICES	18,000	13,000	13,000	13,000
110-641-5205	LABOR / LABOR & EQUIPMENT	70	2,000	2,000	1,000
110-641-5206	LEGAL SERVICES	2,901	4,800	4,800	4,800
110-641-5401	TRAVEL - MEALS	244	691	691	601
110-641-5402	MILEAGE	33	925	925	425
110-641-5403	TRAVEL - ROOM	1,897	2,978	2,978	3,201
110-641-5404	SCHOOLS AND SEMINARS	2,239	3,225	3,225	3,630
110-641-5501	DUES AND MEMBERSHIPS	1,226	1,354	1,354	1,283
110-641-5601	ADVERTISING	4,087	600	600	300
110-641-5602	POSTAGE	-	100	100	100
110-641-5603	PRINTING AND BINDING	684	730	730	150
110-641-5604	SHOWS / EXPO EXPENSES	-	100	100	100
110-641-5706	VEHICLE MAINTENANCE & REPAIR	713	750	750	650
110-641-5904	EMPLOYMENT	65	200	200	200
110-641-5999	SERVICES - NON CATEGORIZED	1,377	2,066	2,066	66
TOTAL SERVICES		37,830	39,999	39,999	35,986
CAPITAL					
110-641-6202	EQUIPMENT - COMPUTERS	-	9,000	9,000	-
110-641-6206	EQUIPMENT - OFFICE	-	1,080	1,080	-
TOTAL CAPITAL		-	10,080	10,080	-
TOTAL EXPENDITURES		468,272	511,735	517,300	544,437

ECONOMIC DEVELOPMENT

Warrensburg’s Economic Development Division focuses on strategic efforts to increase economic growth, business development, recruitment, entrepreneurship, and job development within the region. Most of the department funding is directed towards incentives for existing and new businesses. While working with a number of community partners, the goal is to grow existing businesses and recruit new ones. Together, we are working to create a more vibrant, healthy, and financially sound Warrensburg.

The City of Warrensburg significantly contributes to community organizations that help to recruit, maintain and grow our city. Below are the budgeted contributions that will be made in Fiscal year 2019:

<u>Organization</u>	<u>Proposed Amount FY19</u>
Big Brothers/Big Sisters	\$ 5,600
Burg Fest	\$ 5,000
Base Community Council	\$ 3,000
Chamber of Commerce sponsorship	\$ 5,000
Diversity Inclusion Commission	\$ 1,500
Johnson County Economic Development Corp.	\$ 75,000
Oats-Old Drum Transportation	\$ 15,000
Pioneer Trails Regional Planning Commission	\$ 5,000
Tree Board	\$ 2,040
Downtown Façade Grants	\$ 5,000
Sales Tax Agreements	\$ 40,000
Warrensburg Depot Renovation Corporation	\$ 10,500
Warrensburg Main Street, Inc.	\$ 41,000
Whiteman Area Leadership Council	\$ 3,000
Warrensburg Historic Preservation Commission	\$ 6,564

II: Community Pride and Interaction

Goal: Provide quality services to the community that preserve and stimulate economic prosperity

Focus IV: Regional Draw

Goal: Create a vibrant and inviting atmosphere that offers a unique feeling of inclusiveness

Performance Measurement

Outcomes from 2017 ICSC Chicago Deal Makers Conference and 2018 ICSC Las Vegas Conference were:

- 5 Pipeline Leads
- 1 Site visit
- 4 new deal making appointments

As a result of exhibiting at the *ICSC 2018 Chicago Deal Makers Conference* for the 5th year and the *ICSC 2019 Red River States Deal Makers Conference* for the 1st year, return on investment would be measured by the following:

1. 2-4 deal making appointments at the Conference that “mature” into pipeline leads
2. Establish and/or reacquaint with two (2) current network relationships that lead to an actual analysis and/or site visit to Warrensburg
3. Three new deal making appointments
4. At least one successful recruit to Warrensburg

Successful completion of 75% of these measurements were achieved in FY17. FY19 budget allocation decisions have been made and the City will continue level funding for an additional year.

ECONOMIC DEVELOPMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
COMMODITIES					
110-642-4102	CLOTHING	-	50	50	-
110-642-4108	MEETING SUPPLIES	12	120	120	50
110-642-4109	OFFICE SUPPLIES	-	100	100	-
110-642-4111	PROGRAM SUPPLIES	-	250	250	-
110-642-4199	SUPPLIES - NON CATEGORIZED	109	300	300	-
TOTAL COMMODITIES		121	820	820	50
SERVICES					
110-642-5202	CONSULTING SERVICES	39,033	27,000	27,000	17,000
110-642-5205	LABOR / LABOR & EQUIPMENT	9,925	10,000	10,000	-
110-642-5206	LEGAL SERVICES	1,719	1,000	1,000	1,000
110-642-5401	TRAVEL - MEALS	371	240	240	1,020
110-642-5402	MILEAGE	1,543	1,700	1,700	3,945
110-642-5403	TRAVEL - ROOMS	4,556	1,200	1,200	3,875
110-642-5404	SCHOOLS AND SEMINARS	819	1,325	1,325	935
110-642-5501	DUES AND MEMBERSHIPS	5,125	5,540	5,540	5,500
110-642-5601	ADVERTISING	-	350	350	-
110-642-5603	PRINTING AND BINDING	-	50	50	-
110-642-5604	SHOWS/ EXPO/ EVENTS EXPENSES	5,493	4,125	4,125	8,000
TOTAL SERVICES		68,584	52,530	52,530	41,275
NON-CATEGORIZED					
110-642-9301	COMMUNITY AGREEMENTS	205,458	213,801	213,801	217,789
TOTAL NON-CATEGORIZED		205,458	213,801	213,801	217,789
TOTAL EXPENDITURES		274,162	267,151	267,151	259,114

STREET MAINTENANCE

City of 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 2018 Accomplishments

- Managed recycling transfer site to assure cleanliness
- Monitored storm drainage areas during severe rainfall for Storm Water Plan reports
- Continue maintenance of all streets and signage
- Continued new Polymer Overcoat Street Maintenance Program to save maintenance cost

Fiscal Year 2018 – Fiscal Year 2022 Strategic Plan Initiatives

FOCUS I: Investment in Infrastructure, Goal: Allocate resources efficiently to maintain existing infrastructure, while forecasting future needs and properly providing standards that ensure quality infrastructure for future growth.

FOCUS II: Community Pride and Interaction, Goal: Provide quality services to the community that preserve and stimulate economic prosperity.

FOCUS III: Growth and Investment, Goal: Continued development to make our community more attractive, economically stronger, and more socially diverse.

FOCUS IV: Regional Draw, Goal: Create a vibrant and inviting atmosphere that offers a unique feeling of inclusiveness.

- Continue to maintain essential services to keep up the appearance of the community and improve the desirability of the community for future business development.
- As funded, complete asphalt overlay of as many city streets as possible.
- Continue to assess the Polymer Overcoat Program to determine value and public acceptance.
- Pursue establishing marked bike route from the DD Trail to the Depot via Hale Lake Road and Holden St.
- Continue to improve ADA accessibility and improve sidewalk system
- Support community events
- Upgrade appearance of streets to have newer look and compliment newly developed businesses.

Performance Measurement

- Evaluate products that are less costly vs. asphalt overlay
- Determine what citizens want and expect by requesting public input.
- Determine future funding strategies to meet those needs.
- Evaluate potential cost savings including contracted street patching in the Street Maintenance Program
- Support new development by assessing needs and responding with support appropriately

STREET MAINTENANCE

Position Detail

	Salary Range	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget
Director of Public Works	24	0.5	0.5	0.5	0.5
Manager of Street Operations	17	1	1	1	1
Senior Project Manager	17	1	1	1	1
Project Manager - Administration	16	0.5	0.5	0.5	0.5
Project Manager	16	0	1	1	1
Maintenance Foreman	16	1	1	1	1
Equipment Technician	14	1	1	1	1
Sign Technician	12	1	1	1	1
Maintenance Worker II	12	6	6	6	5
Maintenance Worker I	11	1	1	1	2
Assistant Director of Public Works		0	0	0	0
Project Technician		1	0	0	0
Executive Assistant II		0	0	0	0
Totals		14	14	14	14

The Street Department has 2 seasonal employees during the summer to assist with summer projects.

The Director of Public Works, and one Project Manager position is split with Water Pollution Control.

FY19

The Assistant Director of Public Works and Executive Assistant II positions have been removed from the budget, those positions have not been filled.

FY17

The Project Technician position was reclassified as a Project Manager position.

Two positions have been added to the Street Department budget, Assistant Public Works Director and Executive Assistant II, these positions and their wage related expenses will be split with the Water Pollution Control Department.

STREET MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-643-1101	WAGES	517,957	541,867	541,867	566,971
110-643-1102	WAGES - PART TIME	11,701	15,654	15,654	17,446
110-643-1103	WAGES - OVERTIME	10,905	22,000	22,000	22,000
110-643-1105	WAGES - SUPPLEMENTAL	1,350	1,470	1,470	1,590
110-643-1106	PTO ANNUAL PAY OUT	-	-	8,349	18,184
110-643-2101	FICA TAXES	41,090	43,701	44,339	46,513
110-643-2201	RETIREMENT - LAGERS	28,566	34,262	34,780	38,299
110-643-2301	INSURANCE - DENTAL	7,827	9,155	9,155	10,786
110-643-2302	INSURANCE - HEALTH	77,169	83,295	83,295	81,376
110-643-2304	INSURANCE - LIFE	1,297	1,397	1,397	1,399
110-643-2305	INSURANCE - SHORT TERM DISABIL	2,465	2,535	2,535	2,591
110-643-2306	INSURANCE - LONG TERM DISABILI	1,132	1,239	1,239	1,266
110-643-2401	WORKER'S COMPENSATION	26,587	32,116	32,116	37,000
TOTAL PERSONNEL EXPENSES		728,045	788,692	798,197	845,419
COMMODITIES					
110-643-4102	CLOTHING	12,649	15,790	15,790	15,600
110-643-4103	COMPUTER SUPPLIES	396	2,300	2,300	800
110-643-4104	CUSTODIAL SUPPLIES	5,779	5,500	5,500	5,500
110-643-4106	LAWN AND FIELD CARE	1,309	3,200	3,200	3,200
110-643-4107	MAINTENANCE & REPAIR SUPPLIES	5,402	8,000	8,000	8,000
110-643-4108	MEETING SUPPLIES	120	300	300	300
110-643-4109	OFFICE SUPPLIES	816	750	750	750
110-643-4113	SAND AND SALT	27,385	40,000	40,000	40,000
110-643-4114	SOFTWARE	1,920	3,740	3,740	5,240
110-643-4115	TOOLS	1,379	8,200	8,200	1,500
110-643-4199	SUPPLIES - NON CATEGORIZED	12,869	19,500	19,500	17,000
TOTAL COMMODITIES		70,023	107,280	107,280	97,890
SERVICES					
110-643-5100	ELECTRIC STREET LIGHT & SIGNAL	304,947	313,450	313,450	323,050
110-643-5101	UTILITY - ELECTRIC	11,060	11,000	11,000	11,000
110-643-5102	UTILITY - GAS	2,183	3,200	3,200	3,200
110-643-5103	UTILITY - WATER	6,506	5,500	5,500	5,500
110-643-5104	UTILITY - TRASH	845	780	780	780
110-643-5106	UTILITY - TELEPHONE	840	630	630	630
110-643-5108	FUEL	37,930	52,300	52,300	52,600
110-643-5205	LABOR / LABOR & EQUIPMENT	1,701	2,500	2,500	3,000
110-643-5206	LEGAL SERVICES	263	1,200	1,200	1,200
110-643-5209	RENT / LEASE	-	2,000	2,000	2,000
110-643-5299	CONTRACTUAL - NON CATEGORIZED	22,878	12,786	12,786	12,786
110-643-5401	TRAVEL - MEALS	38	250	250	250
110-643-5403	TRAVEL - ROOM	219	1,500	1,500	1,500
110-643-5404	SCHOOLS AND SEMINARS	1,259	5,650	5,650	3,150
110-643-5501	DUES AND MEMBERSHIPS	680	865	865	865
110-643-5601	ADVERTISING	337	1,200	1,200	1,000
110-643-5701	BUILDING MAINTENANCE & REPAIR	972	6,080	6,080	3,500
110-643-5703	EQUIPMENT MAINTENANCE & REPAIR	28,501	39,500	39,500	25,500
110-643-5706	VEHICLE MAINTENANCE & REPAIR	27,101	40,000	40,000	40,000
110-643-5903	HEALTH AND WELLNESS	65	250	250	250
110-643-5904	EMPLOYMENT	423	609	609	609
110-643-5999	SERVICES - NON CATEGORIZED	-	420	420	420
TOTAL SERVICES		448,748	501,670	501,670	492,790

STREET MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
CAPITAL					
110-643-6101	BUILDINGS	42,038	40,000	40,000	-
110-643-6299	EQUIPMENT - NON CATEGORIZED	235,398	57,500	57,500	-
110-643-6401	SIGNS	-	1,000	1,000	-
110-643-6499	INFRASTRUCTURE - NON CAT	-	-	165,120	-
110-643-6501	VEHICLES	-	95,000	95,000	392,000
TOTAL CAPITAL		277,436	193,500	358,620	392,000
TOTAL EXPENDITURES		1,524,252	1,591,142	1,765,768	1,828,100



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 2018 Accomplishments

- Supported and assisted volunteer efforts on Memorial Day to place flags on all Military graves
- Monitored contract mowing program of the cemetery to reduce labor and equipment cost
- Continued entering cemetery data in program to improve record keeping
- Continued work on signage within the grounds of the cemetery

Fiscal Year 2019 Strategic Plan Initiatives

FOCUS II: Community Pride and Interaction, Goal: Provide quality services to the community that preserve and stimulate economic prosperity

- 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
- Customer Focus - Maintain the grounds of the cemetery at the highest level possible while focusing on the needs of the family

Performance Measurement

- Work to install additional signage within the grounds that identifies sections of the cemetery
- Continue to address the genealogical needs of clients by working with the Historical Society to research inquiries
- Improve the appearance of the grounds by reseeding sections that have less appealing grass cover

Position Detail

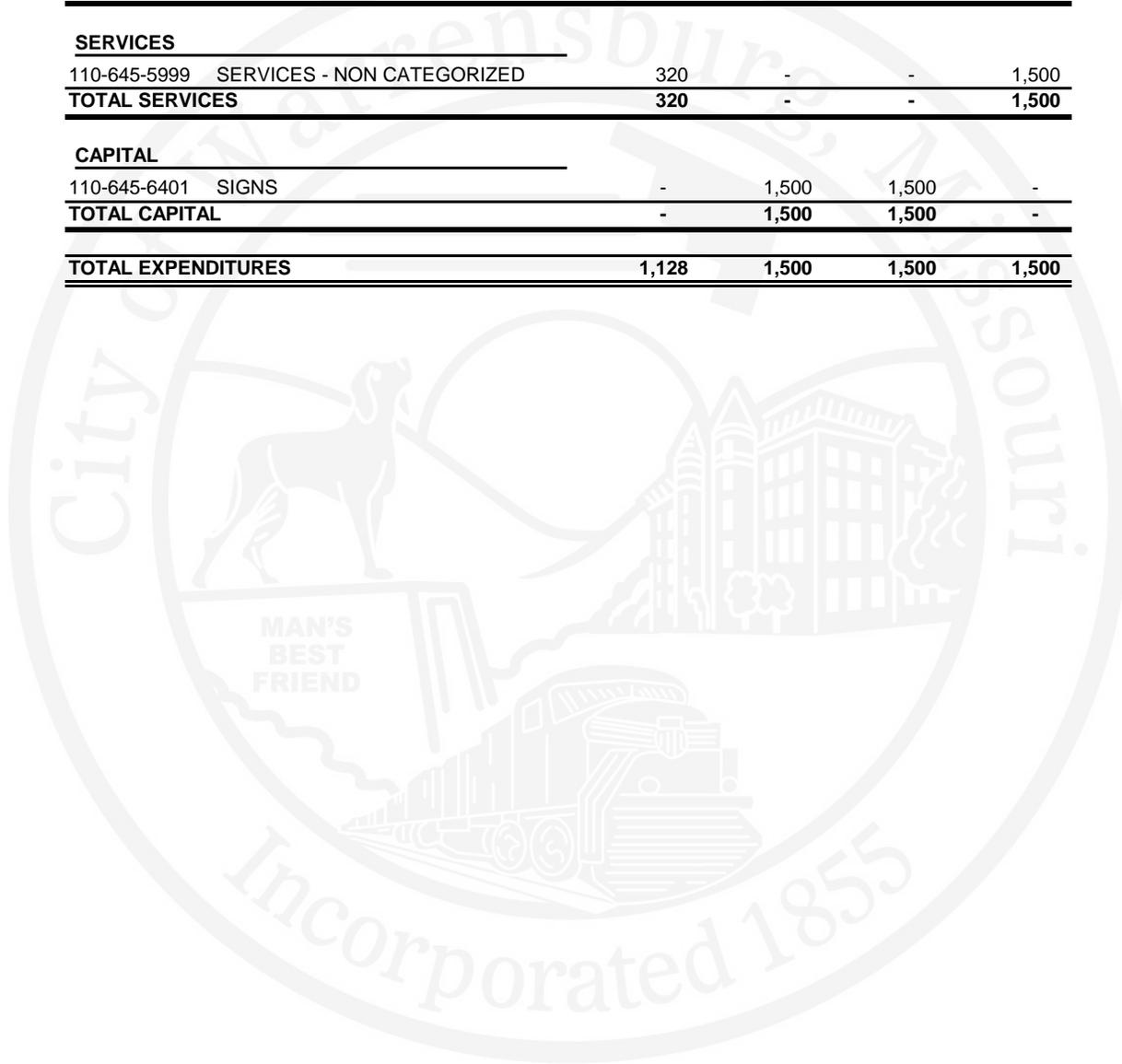
	Salary	FY16	FY17	FY18	FY19
	Range	Actual	1	Budget	Budget
Maintenance Foreman	14	1	1	1	1
Totals		1	1	1	1

CEMETERY

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
110-644-1101	WAGES	32,926	33,925	33,925	35,048
110-644-1103	WAGES - OVERTIME	546	736	736	736
110-644-1105	WAGES - SUPPLEMENTAL	-	60	60	60
110-644-1106	PTO ANNUAL PAY OUT	-	-	824	1,101
110-644-2101	FICA TAXES	2,516	2,607	2,670	2,742
110-644-2201	RETIREMENT - LAGERS	1,908	2,153	2,204	2,330
110-644-2301	INSURANCE - DENTAL	831	831	831	831
110-644-2302	INSURANCE - HEALTH	6,170	5,845	5,845	5,813
110-644-2304	INSURANCE - LIFE	82	85	85	88
110-644-2305	INSURANCE - SHORT TERM DISB.	153	160	160	165
110-644-2306	INSURANCE - LONG TERM DISB.	75	78	78	80
110-644-2401	WORKER'S COMPENSATION	1,555	1,923	1,923	2,000
TOTAL PERSONNEL EXPENSES		46,762	48,404	49,341	50,995
COST OF GOODS SOLD					
110-644-3200	COGS - CEMETERY LOT	115	-	-	-
TOTAL COST OF GOODS SOLD		115	-	-	-
COMMODITIES					
110-644-4102	CLOTHING	202	275	275	275
110-644-4103	COMPUTER SUPPLIES	1,000	500	500	-
110-644-4104	CUSTODIAL SUPPLIES	-	75	75	75
110-644-4106	LAWN AND FIELD CARE	423	1,850	1,850	1,850
110-644-4107	MAINTENANCE & REPAIR SUPPLIES	506	600	600	600
110-644-4109	OFFICE SUPPLIES	218	200	200	200
110-644-4112	PUBLICATIONS	88	90	90	90
110-644-4115	TOOLS	130	250	250	250
110-644-4199	SUPPLIES - NON CATEGORIZED	498	500	500	500
TOTAL COMMODITIES		3,064	4,340	4,340	3,840
SERVICES					
110-644-5101	UTILITY - ELECTRIC	2,743	2,800	2,800	2,800
110-644-5102	UTILITY - GAS	721	700	700	700
110-644-5103	UTILITY - WATER	867	900	900	900
110-644-5104	UTILITY - TRASH	520	480	480	480
110-644-5205	LABOR / LABOR & EQUIPMENT	48,968	64,500	64,500	64,500
110-644-5206	LEGAL SERVICES	50	200	200	100
110-644-5299	CONTRACTUAL - NON CATEGORIZED	29,914	35,000	35,000	35,000
110-644-5401	TRAVEL - MEALS	-	120	120	-
110-644-5601	ADVERTISING	120	175	175	175
110-644-5701	BUILDING MAINTENANCE & REPAIR	204	300	300	300
110-644-5703	EQUIPMENT MAINTENANCE & REPAIR	-	500	500	500
110-644-5704	SOFTWARE MAINTENANCE & REPAIR	1,317	750	750	750
110-644-5706	VEHICLES MAINT	-	600	600	600
110-644-5903	HEALTH AND WELLNESS	-	75	75	75
110-644-5904	EMPLOYMENT	-	100	100	100
TOTAL SERVICES		85,424	107,200	107,200	106,980
CAPITAL					
110-644-6401	SIGNS	23	5,000	5,000	5,000
TOTAL CAPITAL		23	5,000	5,000	5,000
TOTAL EXPENDITURES		135,388	164,944	165,881	166,815

CEMETERY

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
CEMETERY DONATIONS					
COMMODITIES					
110-645-4103	COMPUTER SUPPLIES	808	-	-	-
TOTAL COMMODITIES		808	-	-	-
SERVICES					
110-645-5999	SERVICES - NON CATEGORIZED	320	-	-	1,500
TOTAL SERVICES		320	-	-	1,500
CAPITAL					
110-645-6401	SIGNS	-	1,500	1,500	-
TOTAL CAPITAL		-	1,500	1,500	-
TOTAL EXPENDITURES		1,128	1,500	1,500	1,500



GENERAL FUND DEBT SCHEDULE

LAW ENFORCEMENT RMS LEASE/PURCHASE

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2019	59,538	4,761	64,298
2020	61,022	3,277	64,298
2021	62,543	1,755	64,298
2022	31,854	295	32,149
TOTAL	214,957	10,088	225,045

PUBLIC WORKS STREET SWEEPER LEASE/PURCHASE

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2019	50,000	8,475	58,475
2020	50,000	6,780	56,780
2021	50,000	5,085	55,085
2022	50,000	3,390	53,390
2023	50,000	1,695	51,695
TOTAL	250,000	25,425	275,425
GRAND TOTAL	464,957	35,513	500,470



COMMUNITY INVESTMENT PLAN

In 2017, voters approved the sale of a \$3.5 million General Obligation Bonds for financing the Maguire Street Traffic Signal upgrade and construction of Veterans Road projects and \$2 million for a Fire Pumper Truck and Fire Ladder Truck. This marked the first time in the history of Warrensburg that these type of bonds were issued to finance projects. The City will maintain transparency every step of the way to insure the public's trust and to let them know exactly what it is that their tax dollars paid for.

The Improvements in the proposed FY19 Community Investment Transportation fund include:

Recurring Capital Projects

- Street Maintenance - \$620,000
- Curb and Sidewalk Projects - \$80,000
- Maguire Street Striping and Signal Maintenance - \$22,000

Nonrecurring Capital Projects

- Downtown Phase IV Construction - \$580,426
- Hamilton Street Bike Trail Seal Coat - \$25,000

The employees of the Street Department are paid out of the General Fund while working the projects that are included in the Community Investment Transportation fund.

The Improvements in the proposed FY19 Community Investment Half Cent fund include:

Recurring Capital Projects

- Storm Water Emergency Repairs - \$100,000

Nonrecurring Capital Projects

- Complete Door Security and Integrate Video for City Hall and the Police Department - \$80,000
- Fire Station 2 Driveway and Ramp Repair - \$21,000
- Fire Station 2 Roof Repairs - \$40,000
- Northfield Subdivision Storm Drain Repair - \$351,000
- IT Infrastructure Projects - \$28,600

The Improvements in the proposed FY19 Community Investment General Obligation fund include:

Nonrecurring Capital Projects

- Traffic Signal Upgrades - \$1,270,025
- Veterans Road Phase I - \$446,186

Impact to the General Fund

The Street Maintenance Project is a recurring capital project with an impact of approximately \$4,900.00 in additional wages to the Street Department in the General Fund through overtime and part time seasonal employee expenses during a four-week time-period. This is a recurring impact.

Maintenance for the door security is currently estimated at \$5,000 per year, a reduction from the \$7,000 per year the City is currently paying. Video will also have a maintenance fee that has not yet been determined.



COMMUNITY INVESTMENT PLAN TRANSPORTATION FUND

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					388,539
REVENUES					
210-51215	GASOLINE TAX	508,274	510,000	510,000	580,000
210-51216	MOTOR VEHICLE SALES	165,706	170,000	170,000	180,000
210-52105	GRANTS - FEDERAL	-	-	-	-
210-52205	GRANTS - MODOT	14,067	346,248	346,248	344,142
210-52210	GRANTS - CDBG	-	-	-	-
210-52235	GRANT - DEPT NATURAL RESOURCE	-	-	-	-
210-55135	DEVELOPMENT	999	1,000	1,000	1,000
210-55195	MOTOR VEHICLE FEE	81,264	84,000	84,000	86,000
210-57105	INTEREST ON DEPOSITS	5,633	5,050	5,050	10,000
210-57107	INTEREST ON INVESTMENTS	-	-	-	3,000
TOTAL REVENUES		775,943	1,116,298	1,116,298	1,204,142
EXPENDITURES					
SERVICES					
210-611-5203	FINANCIAL SERVICES	1,866	3,150	3,150	3,150
210-680-5206	LEGAL SERVICES	609	5,300	5,300	300
210-680-5601	ADVERTISING	709	2,000	2,000	1,000
210-680-5703	EQUIPMENT MAINTENANCE & REPAIR	5,817	42,000	42,000	-
210-680-5707	ROAD MAINTENANCE & REPAIR	696,098	599,350	599,350	666,350
210-680-5901	ENGINEERING	25,150	114,440	114,440	18,833
TOTAL SERVICES		730,250	766,240	766,240	689,633
CAPITAL					
210-680-6403	ROADS	15,500	15,500	15,500	15,500
210-680-6406	CURB / SIDEWALK	64,658	79,350	79,350	79,350
210-680-6499	INFRASTRUCTURE - NON CAT	-	588,711	588,711	561,593
TOTAL CAPITAL		80,158	683,561	683,561	656,443
TOTAL EXPENDITURES		810,407	1,449,801	1,449,801	1,346,076
REVENUES OVER (UNDER) EXPENDITURES		(34,464)	(333,503)	(333,503)	(141,934)
OTHER USES					
TRANSFER TO DEBT FUND		31,498	31,498	31,498	-
TOTAL OTHER USES		31,498	31,498	31,498	-
NET SOURCES OVER (UNDER) USES		(65,963)	(365,001)	(365,001)	(141,934)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					246,605



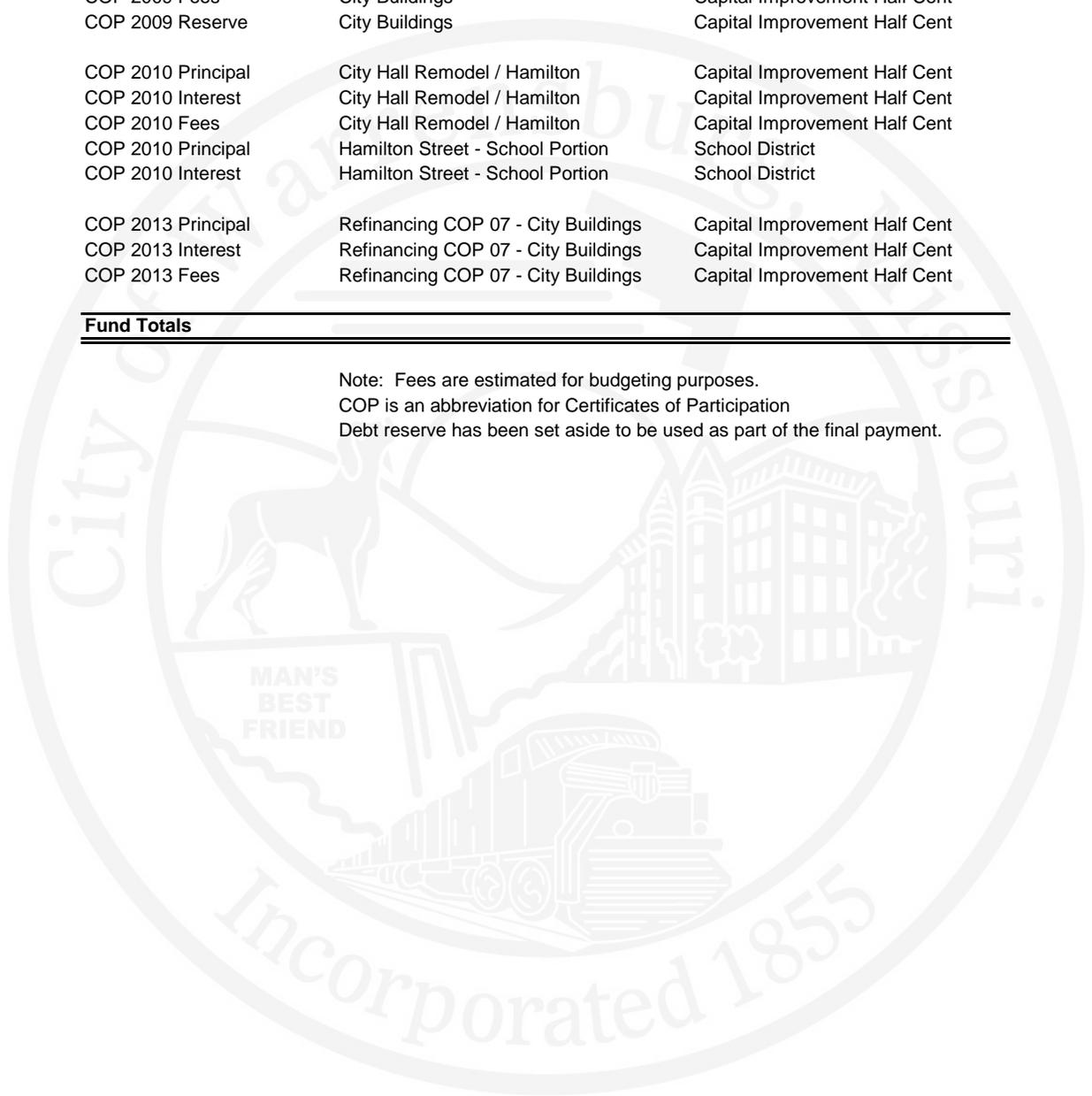
COMMUNITY INVESTMENT PLAN HALF CENT FUND

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					467,907
REVENUES					
215-51205	SALES TAX	1,581,998	1,600,000	1,600,000	1,680,000
215-51305	USE TAX	118,740	133,050	133,050	140,000
215-52105	GRANTS - FEDERAL	-	380,000	380,000	-
215-57105	INTEREST ON DEPOSITS	7,385	9,050	9,050	15,000
215-57107	INTEREST ON INVESTMENTS	-	-	-	2,000
TOTAL REVENUES		1,708,122	2,122,100	2,122,100	1,837,000
EXPENDITURES					
SERVICES					
215-611-5203	FINANCIAL SERVICES	2,363	3,112	3,112	3,112
215-611-5250	INTRAGOVERNMENTAL SVC / REIMB	215,206	215,206	215,206	215,206
215-680-5202	CONSULTING SERVICES	83,346	-	-	-
215-680-5206	LEGAL SERVICES	163	500	500	1,000
215-680-5601	ADVERTISING	-	500	500	1,000
215-680-5901	ENGINEERING	75,841	128,116	128,116	50,000
215-680-5908	PERMITS	250	250	250	250
215-680-5999	SERVICES - NON CATEGORIZED	-	-	-	60,000
TOTAL SERVICES		377,168	347,684	347,684	330,568
CAPITAL					
215-680-6101	BUILDINGS	-	30,000	30,000	-
215-680-6202	EQUIPMENT - COMPUTERS	15,022	172,000	172,000	-
215-680-6299	EQUIPMENT - NON CATEGORIZED	10,997	150,000	150,000	91,000
215-680-6301	SYSTEM SOFTWARE	8,300	-	137,625	-
215-680-6405	STORM DRAINAGE	79,465	130,000	130,000	300,000
TOTAL CAPITAL		113,785	482,000	619,625	391,000
TOTAL EXPENDITURES		490,953	829,684	967,309	721,568
REVENUES OVER (UNDER) EXPENDITURES		1,217,170	1,292,416	1,154,791	1,115,432
OTHER USES					
TRANSFER TO DEBT FUND		1,343,347	1,360,405	1,340,227	1,374,622
TOTAL OTHER USES		1,343,347	1,360,405	1,340,227	1,374,622
NET SOURCES OVER (UNDER) USES		(126,178)	(67,989)	(185,436)	(259,190)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					208,717

COMMUNITY INVESTMENT PLAN HALF CENT DEBT SCHEDULE

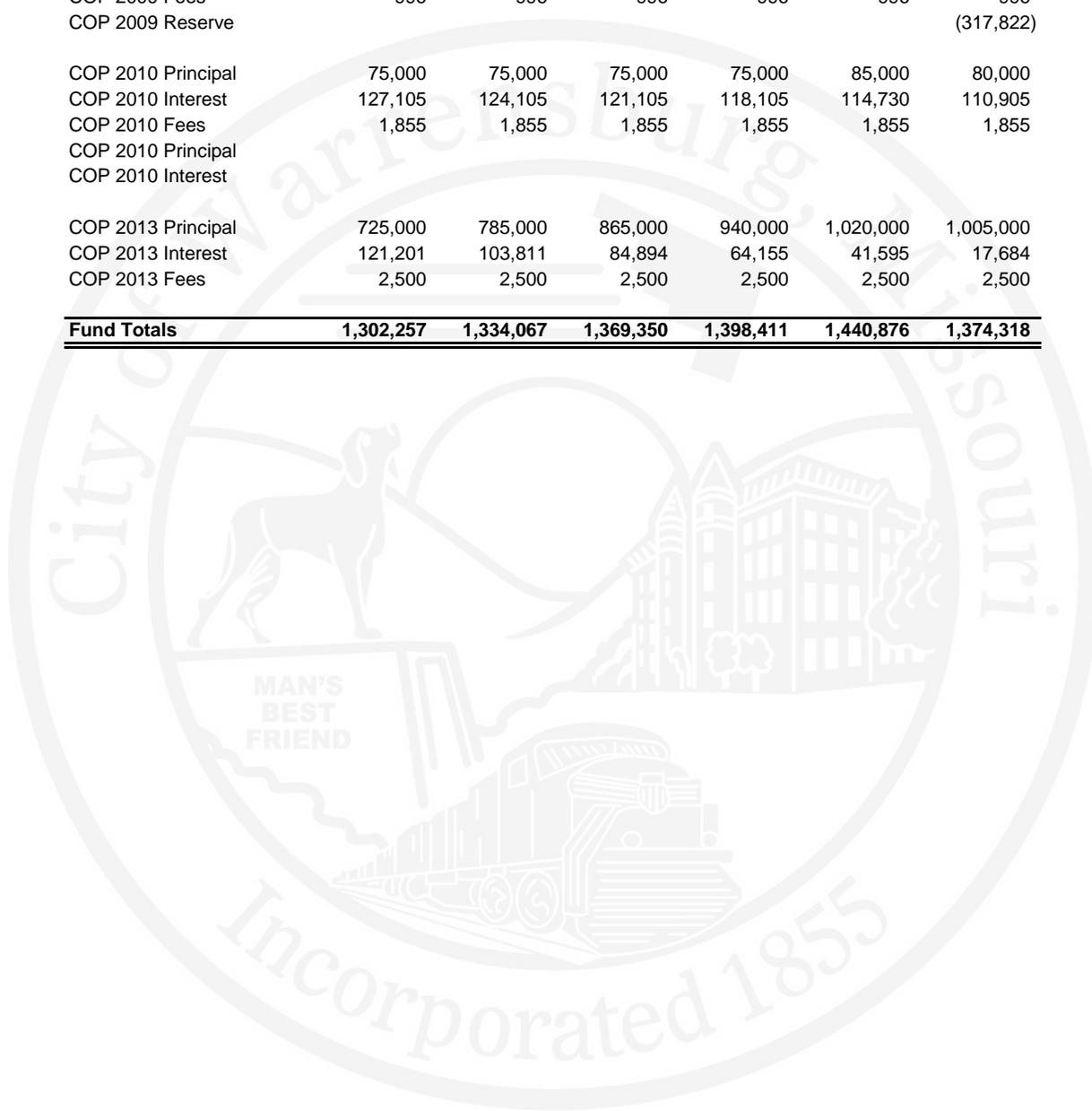
Issuance	Uses	Funding Source
COP 2009 Interest	City Buildings	Capital Improvement Half Cent
COP 2009 Principal	City Buildings	Capital Improvement Half Cent
COP 2009 Fees	City Buildings	Capital Improvement Half Cent
COP 2009 Reserve	City Buildings	Capital Improvement Half Cent
COP 2010 Principal	City Hall Remodel / Hamilton	Capital Improvement Half Cent
COP 2010 Interest	City Hall Remodel / Hamilton	Capital Improvement Half Cent
COP 2010 Fees	City Hall Remodel / Hamilton	Capital Improvement Half Cent
COP 2010 Principal	Hamilton Street - School Portion	School District
COP 2010 Interest	Hamilton Street - School Portion	School District
COP 2013 Principal	Refinancing COP 07 - City Buildings	Capital Improvement Half Cent
COP 2013 Interest	Refinancing COP 07 - City Buildings	Capital Improvement Half Cent
COP 2013 Fees	Refinancing COP 07 - City Buildings	Capital Improvement Half Cent
Fund Totals		

Note: Fees are estimated for budgeting purposes.
COP is an abbreviation for Certificates of Participation
Debt reserve has been set aside to be used as part of the final payment.



COMMUNITY INVESTMENT PLAN HALF CENT DEBT SCHEDULE

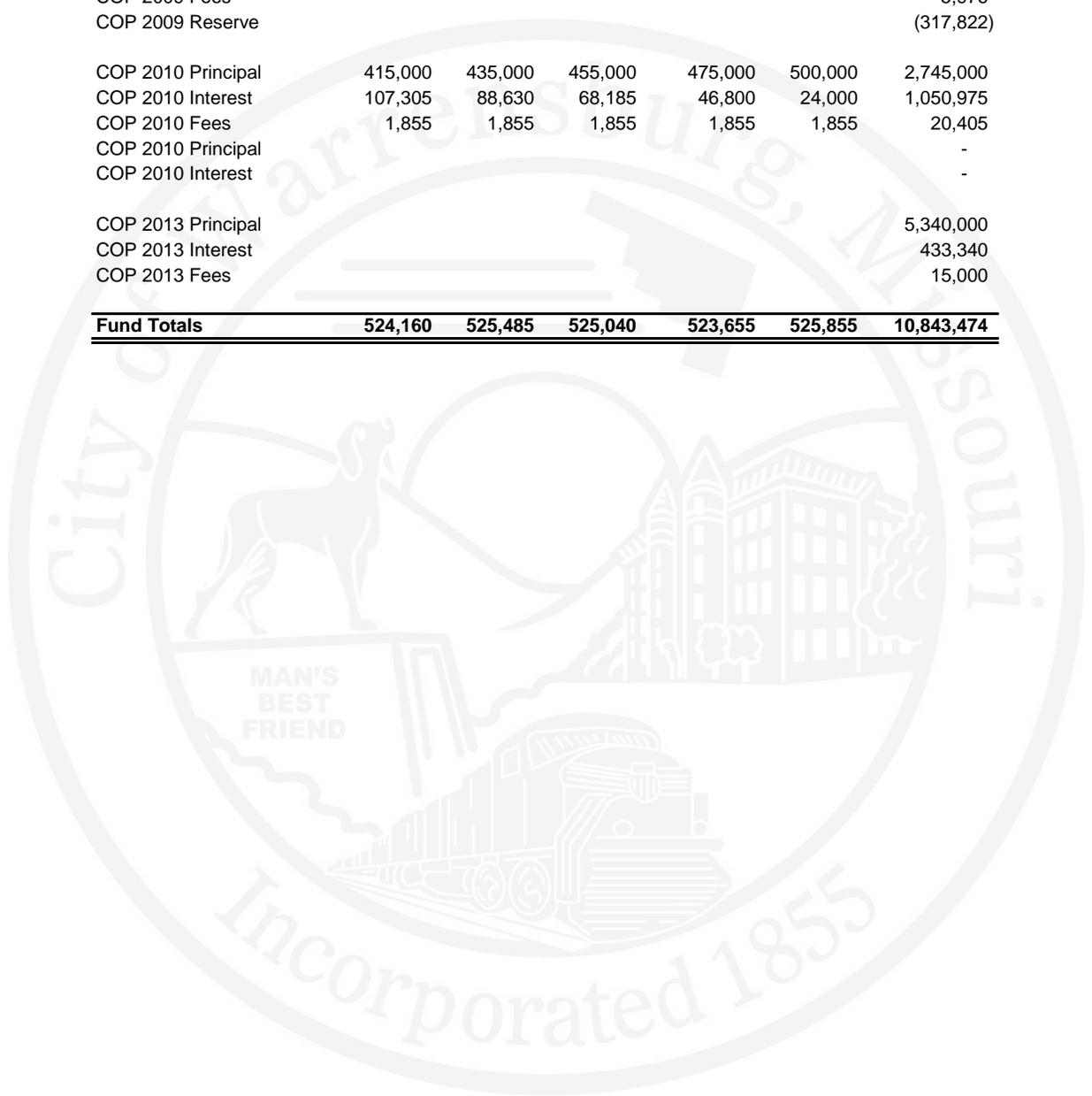
Issuance	FY19	FY20	FY21	FY22	FY23	FY24
COP 2009 Interest	53,600	45,800	38,000	30,800	24,200	18,200
COP 2009 Principal	195,000	195,000	180,000	165,000	150,000	455,000
COP 2009 Fees	996	996	996	996	996	996
COP 2009 Reserve						(317,822)
COP 2010 Principal	75,000	75,000	75,000	75,000	85,000	80,000
COP 2010 Interest	127,105	124,105	121,105	118,105	114,730	110,905
COP 2010 Fees	1,855	1,855	1,855	1,855	1,855	1,855
COP 2010 Principal						
COP 2010 Interest						
COP 2013 Principal	725,000	785,000	865,000	940,000	1,020,000	1,005,000
COP 2013 Interest	121,201	103,811	84,894	64,155	41,595	17,684
COP 2013 Fees	2,500	2,500	2,500	2,500	2,500	2,500
Fund Totals	1,302,257	1,334,067	1,369,350	1,398,411	1,440,876	1,374,318



COMMUNITY INVESTMENT PLAN

HALF CENT DEBT SCHEDULE

Issuance	FY25	FY26	FY27	FY28	FY29	Totals
COP 2009 Interest						210,600
COP 2009 Principal						1,340,000
COP 2009 Fees						5,976
COP 2009 Reserve						(317,822)
COP 2010 Principal	415,000	435,000	455,000	475,000	500,000	2,745,000
COP 2010 Interest	107,305	88,630	68,185	46,800	24,000	1,050,975
COP 2010 Fees	1,855	1,855	1,855	1,855	1,855	20,405
COP 2010 Principal						-
COP 2010 Interest						-
COP 2013 Principal						5,340,000
COP 2013 Interest						433,340
COP 2013 Fees						15,000
Fund Totals	524,160	525,485	525,040	523,655	525,855	10,843,474





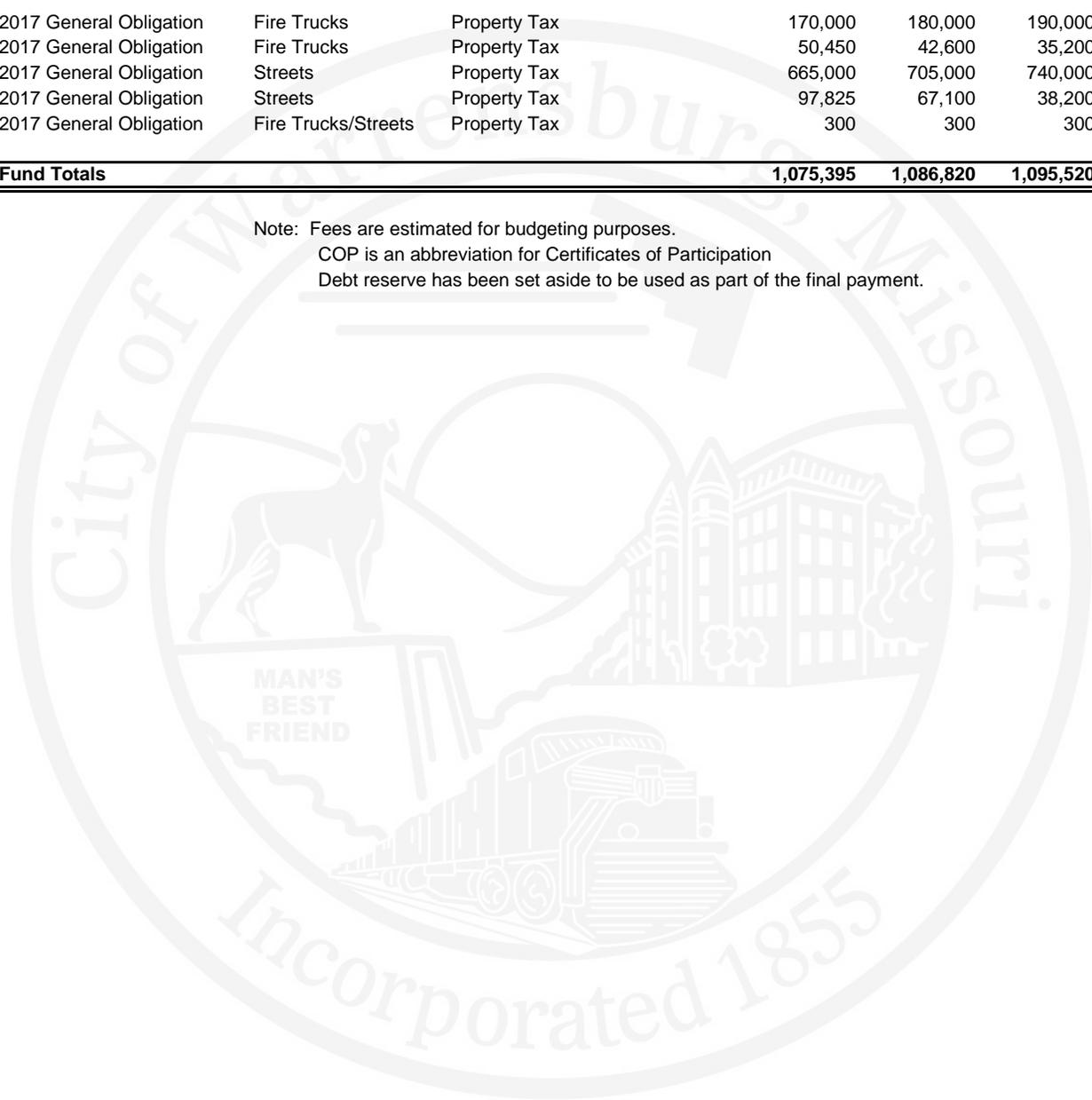
COMMUNITY INVESTMENT PLAN GENERAL OBLIGATION BOND FUND

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					2,059,560
REVENUES					
225-51105	PROPERTY TAX - CURRENT	-	1,200,000	1,200,000	1,000,000
225-51110	PROPERTY TAX - DELINQUENT	-	-	-	50,000
225-57107	INTEREST ON INVESTMENTS	3,813	-	-	15,000
225-59915	BOND PROCEEDS	5,864,262	-	-	-
225-59920	LEASE PROCEEDS	-	-	-	-
TOTAL REVENUES		5,868,075	1,200,000	1,200,000	1,065,000
EXPENDITURES					
SERVICES					
225-611-5202	CONSULTING	56,603	-	-	-
225-611-5203	FINANCIAL SERVICES	10	-	-	-
225-611-5999	SERVICES - NON CATEGORIZED	2,500	-	-	-
225-680-5206	LEGAL SERVICES	229	2,250	2,250	-
225-680-5601	ADVERTISING	-	750	750	-
225-680-5901	ENGINEERING	104,707	505,129	461,390	145,214
225-680-5908	PERMITS	300	-	-	-
TOTAL SERVICES		164,349	508,129	464,390	145,214
CAPITAL					
225-680-6401	SIGNS	-	2,000	2,000	-
225-680-6403	ROADS	-	949,135	949,135	-
225-680-6499	INFRASTRUCTURE - NON CAT	-	1,977,980	1,977,980	1,570,997
225-680-6501	VEHICLES	-	2,000,000	306,207	-
TOTAL CAPITAL		-	4,929,115	3,235,322	1,570,997
TOTAL EXPENDITURES		164,349	5,437,244	3,699,711	1,716,211
REVENUES OVER (UNDER) EXPENDITURES		5,703,726	(4,237,244)	(2,499,711)	(651,211)
OTHER USES					
TRANSFER TO DEBT FUND		-	943,900	943,900	983,575
TOTAL OTHER USES		-	943,900	943,900	983,575
NET SOURCES OVER (UNDER) USES		5,703,726	(5,181,144)	(3,443,611)	(1,634,786)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					424,774

COMMUNITY INVESTMENT PLAN GENERAL OBLIGATION DEBT SCHEDULE

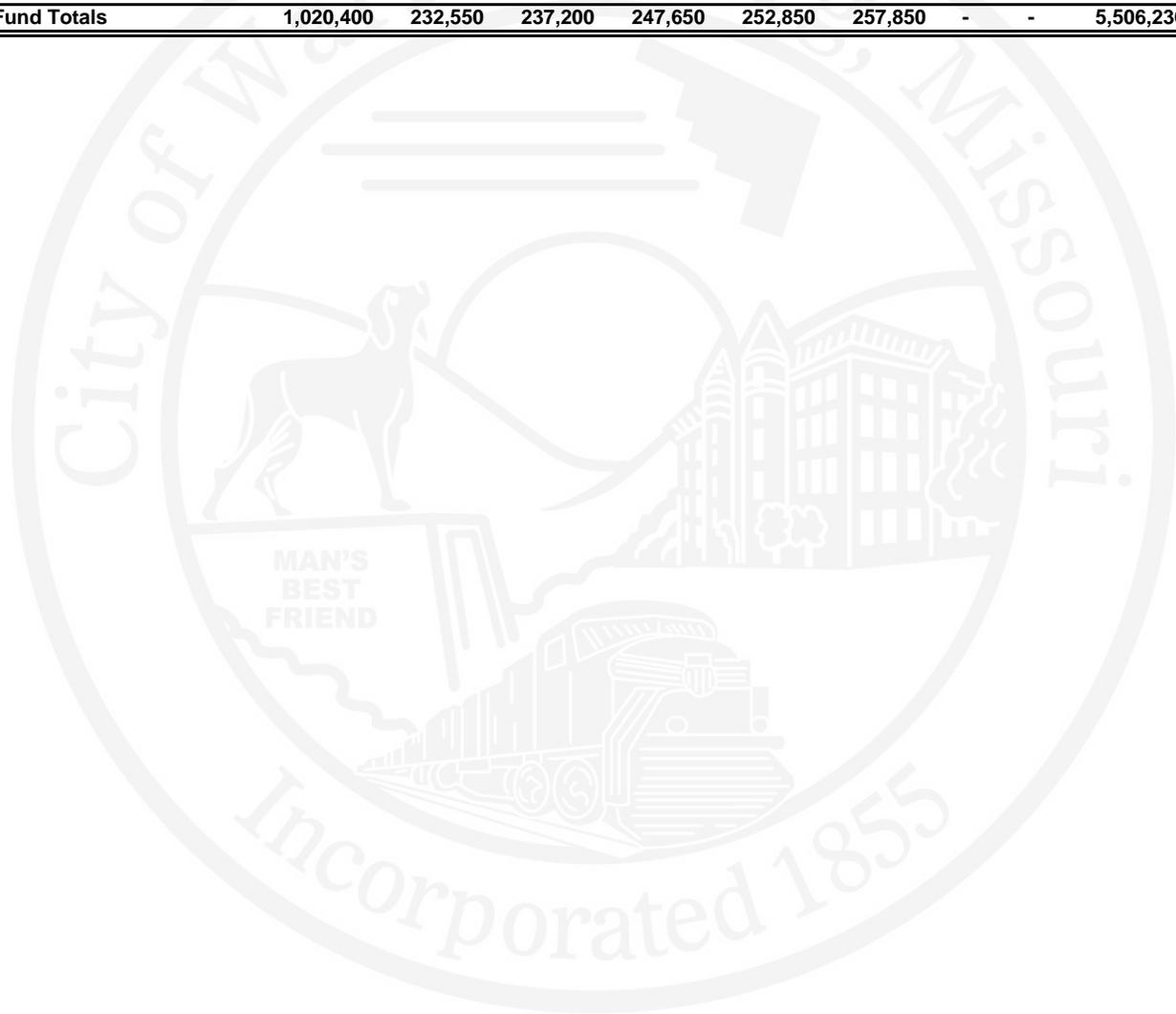
Issuance	Uses	Funding Source	FY19	FY20	FY21
Lease Purchase Interest	Fire Truck	Capital Improvement Half Cent	6,780	4,578	2,318
Lease Purchase Principal	Fire Truck	Capital Improvement Half Cent	85,040	87,243	89,502
2017 General Obligation	Fire Trucks	Property Tax	170,000	180,000	190,000
2017 General Obligation	Fire Trucks	Property Tax	50,450	42,600	35,200
2017 General Obligation	Streets	Property Tax	665,000	705,000	740,000
2017 General Obligation	Streets	Property Tax	97,825	67,100	38,200
2017 General Obligation	Fire Trucks/Streets	Property Tax	300	300	300
Fund Totals			1,075,395	1,086,820	1,095,520

Note: Fees are estimated for budgeting purposes.
 COP is an abbreviation for Certificates of Participation
 Debt reserve has been set aside to be used as part of the final payment.



COMMUNITY INVESTMENT PLAN GENERAL OBLIGATION DEBT SCHEDULE

Issuance	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	Totals
Lease Purchase Interest									13,676
Lease Purchase Principal									261,785
2017 General Obligation	200,000	210,000	220,000	235,000	245,000	255,000			1,905,000
2017 General Obligation	28,400	22,250	16,900	12,350	7,550	2,550			218,250
2017 General Obligation	780,000								2,890,000
2017 General Obligation	11,700								214,825
2017 General Obligation	300	300	300	300	300	300			2,700
Fund Totals	1,020,400	232,550	237,200	247,650	252,850	257,850	-	-	5,506,236





DEBT SERVICE FUND

The 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, Community Investment Plan 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 \$40 million. The City currently has 5.5 million in general obligation bonds outstanding. These bonds are for street infrastructure projects, Fire apparatus and equipment. These General Obligation Bonds will be paid for from a voter approved increase to Property taxes.

For FY19 the City has two Certificates of Participation, (COP) and two Lease Purchase Agreements. The City's debt 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 and street extension (the three COP's) are paid from revenues collected from a voter approved half cent Sales/Use Tax which will be collected until December 2025. The lease purchase agreement for the Police Departments records management system (RMS) and the Fire Departments pumper fire engine is paid from revenues from the one-cent sales tax. The City's current debt obligations processed through the debt service fund other than Parks & Recreation complete in FY29.

The Parks and Recreation department has two Certificates of Participation and one Lease Purchase Agreement. COP14 was issued for a new roof on the Community Center. COP17 debt is for the Nassif Aquatic Center. The lease purchase agreement is for Fitness Equipment. The Parks and Recreation department debt is paid from revenues from a three eight cent sales tax. The Parks and Recreation current debt obligations processed through the debt service fund complete in FY33.

DEBT SERVICE FUND

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					159,984
REVENUES					
310-57115	INTEREST CREDIT	8,093	-	-	-
TOTAL REVENUES		8,093	-	-	-
EXPENDITURES					
DEBT					
310-611-7101	BOND PRINCIPAL	1,093,000	1,805,000	1,910,000	1,967,000
310-611-7103	LEASE PURCHASE PRINCIPAL	239,358	184,749	184,749	208,043
310-611-7201	BOND INTEREST	538,271	696,073	547,714	548,663
310-611-7203	LEASE PURCHASE INTEREST	6,561	17,410	17,410	21,093
310-611-7301	BOND FEES	8,427	8,706	8,706	8,759
TOTAL EXPENDITURES		1,885,617	2,711,938	2,668,579	2,753,559
REVENUES OVER (UNDER) EXPENDITURES		(1,877,524)	(2,711,938)	(2,668,579)	(2,753,559)
OTHER SOURCES					
310-71110	GENERAL FUND	207,149	64,298	64,298	122,773
310-71210	CAPITAL IMPROVEMENT	31,498	31,498	31,498	-
310-71215	CAPITAL IMPROVEMENT	1,343,347	1,360,405	1,340,227	1,374,622
310-71225	GENERAL OBLIGATION BONDS	-	943,900	943,900	983,575
310-71430	PARKS	298,198	311,837	288,656	272,588
TOTAL OTHER SOURCES		1,880,193	2,711,938	2,668,579	2,753,559
REVENUE AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USERS		2,669	-	-	-
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					159,984

DEBT SERVICE SCHEDULE

Issuance	Uses	Funding Source	FY19
COP 2013 Principal	Refinancing COP 07 - City Buildings	Capital Improvement Half Cent	725,000
COP 2013 Interest	Refinancing COP 07 - City Buildings	Capital Improvement Half Cent	121,201
COP 2013 Fees	Refinancing COP 07 - City Buildings	Capital Improvement Half Cent	2,500
COP 2014 Principal	Community Center Roof	Parks & Recreation Three-Eights Cent	67,000
COP 2014 Interest	Community Center Roof	Parks & Recreation Three-Eights Cent	12,112
COP 2014 Fees	Community Center Roof	Parks & Recreation Three-Eights Cent	1,908
COP 2017 Principal	City Buildings	Capital Improvement Half Cent	130,000
COP 2017 Interest	City Buildings	Capital Improvement Half Cent	45,700
COP 2017 Fees	City Buildings	Capital Improvement Half Cent	334
COP 2017 Principal	Nassif Pool / Park Equip	Parks & Recreation Three-Eights Cent	125,000
COP 2017 Interest	Nassif Pool / Park Equip	Parks & Recreation Three-Eights Cent	119,075
COP 2017 Fees	Nassif Pool / Park Equip	Parks & Recreation Three-Eights Cent	334
COP 2017 Principal	City Hall Remodel / Hamilton	Capital Improvement Half Cent	85,000
COP 2017 Interest	City Hall Remodel / Hamilton	Capital Improvement Half Cent	102,300
COP 2017 Fees	City Hall Remodel / Hamilton	Capital Improvement Half Cent	334
Lease Purchase Interest	PD RMS	General Fund One Cent	4,761
Lease Purchase Principal	PD RMS	General Fund One Cent	59,538
Lease Purchase Interest	Street Sweeper	General Fund One Cent	8,475
Lease Purchase Principal	Street Sweeper	General Fund One Cent	50,000
Lease Purchase Interest	Fire Truck	Capital Improvement Half Cent	6,780
Lease Purchase Principal	Fire Truck	Capital Improvement Half Cent	85,040
Lease Purchase Interest	Parks Fitness Equipment	Parks & Recreation Three-Eights Cent	1,077
Lease Purchase Principal	Parks Fitness Equipment	Parks & Recreation Three-Eights Cent	13,466
Bond Principal	Fire Trucks	Property Tax	170,000
Bond Interest	Fire Trucks	Property Tax	50,450
Bond Principal	Streets	Property Tax	665,000
Bond Interest	Streets	Property Tax	97,825
Bond Fees	Fire Trucks/Streets	Property Tax	300
Fund Totals			2,750,510

Note: Fees are estimated for budgeting purposes.

COP is an abbreviation for Certificates of Participation

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

DEBT SERVICE SCHEDULE

Issuance	FY20	FY21	FY22	FY23	FY24	FY25	FY26
COP 2013 Principal	785,000	865,000	940,000	1,020,000	1,005,000		
COP 2013 Interest	103,811	84,894	64,155	41,595	17,684		
COP 2013 Fees	2,500	2,500	2,500	2,500	2,500		
COP 2014 Principal	69,000	70,000	72,000	74,000	76,000		
COP 2014 Interest	10,216	8,264	6,283	4,245	2,151		
COP 2014 Fees	1,908	1,908	1,908	1,908	1,908		
COP 2017 Principal	195,000	180,000	165,000	155,000	150,000		
COP 2017 Interest	39,200	29,450	20,450	12,200	6,000		
COP 2017 Fees	334	334	334	334	334		
COP 2017 Principal	65,000	70,000	90,000	125,000	145,000	180,000	215,000
COP 2017 Interest	112,825	109,575	106,075	101,575	96,575	90,775	83,575
COP 2017 Fees	334	334	334	334	334	500	500
COP 2017 Principal	85,000	85,000	85,000	100,000	90,000	425,000	445,000
COP 2017 Interest	98,050	93,800	89,550	85,300	81,300	77,700	60,700
COP 2017 Fees	334	334	334	334	334	500	500
Lease Purchase Interest	3,277	1,755	295				
Lease Purchase Principal	61,022	62,543	31,854				
Lease Purchase Interest	6,780	5,085	3,390	1,695			
Lease Purchase Principal	50,000	50,000	50,000	50,000			
Lease Purchase Interest	4,578	2,318					
Lease Purchase Principal	87,243	89,502					
Lease Purchase Interest	741	397	67				
Lease Purchase Principal	13,801	14,145	7,204				
Bond Principal	180,000	190,000	200,000	210,000	220,000	235,000	245,000
Bond Interest	42,600	35,200	28,400	22,250	16,900	12,350	7,550
Bond Principal	705,000	740,000	780,000				
Bond Interest	67,100	38,200	11,700				
Bond Fees	300	300	300	300	300	300	300
Fund Totals	2,790,954	2,830,839	2,757,133	2,008,570	1,912,320	1,022,125	1,058,125

DEBT SERVICE SCHEDULE

Issuance	FY27	FY28	FY29	FY30	FY31	FY32	FY33	Totals
COP 2013 Principal								5,340,000
COP 2013 Interest								433,340
COP 2013 Fees								15,000
COP 2014 Principal								428,000
COP 2014 Interest								43,271
COP 2014 Fees								11,448
COP 2017 Principal								975,000
COP 2017 Interest								153,000
COP 2017 Fees								2,004
COP 2017 Principal	250,000	275,000	315,000	350,000	395,000	425,000	420,000	3,445,000
COP 2017 Interest	74,975	67,475	59,225	49,775	39,275	26,931	13,650	1,151,356
COP 2017 Fees	500	500	500	1,000	1,000	1,000	1,000	8,504
COP 2017 Principal	465,000	475,000	490,000					2,830,000
COP 2017 Interest	42,900	28,950	14,700					775,250
COP 2017 Fees	500	500	500					4,504
Lease Purchase Interest								10,088
Lease Purchase Principal								214,957
Lease Purchase Interest								25,425
Lease Purchase Principal								250,000
Lease Purchase Interest								13,676
Lease Purchase Principal								261,785
Lease Purchase Interest								2,282
Lease Purchase Principal								48,617
Bond Principal	255,000							1,905,000
Bond Interest	2,550							218,250
Bond Principal								2,890,000
Bond Interest								214,825
Bond Fees	300							2,700
Fund Totals	1,091,725	847,425	879,925	400,775	435,275	452,931	434,650	21,673,281



NEIGHBORHOOD IMPROVEMENT DISTRICTS

Russell Road Neighborhood Improvement 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 and are repaid from a special tax assessed against the benefited property owners through FY21 when these bonds will be retired.

Hawthorne Neighborhood Improvement District (NID):

The Hawthorne Neighborhood Improvement District (NID) was first undertaken in 2005 pursuant to a Development Agreement and in accordance with state statute. The Hawthorne NID includes various subdivisions: Hawthorne Plaza, Hawthorne Development, Caleb's Place PUD, and D-C Developments. 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 default 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. 6 of the Hawthorne Plaza lots and 5 of the Hawthorne Development lots/tracts listed on order of sale were sold to others and not the City. Compensation to the City for outstanding special assessments and fees 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 as of April 5, 2013.

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

As an incentive when purchasing into the NID, the City will reimburse owners an amount not to exceed 50% of the City 1 cent Sales Tax collected by the City for retail sales. This incentive is available immediately following the payment of the first two annual installments of Special Assessments, and is not to exceed the amount of the Assessment for that current calendar year.

Hawthorne Transportation Development District (TDD):

As of note, but unrelated to the City, the Hawthorne Transportation Development District (TDD) was established in 2005. The Hawthorne TDD is a separate political subdivision that includes the Hawthorne NID properties, Lots 4 and 9 of Hawthorne Development, Wal-Mart and Liberty Plaza. The TDD prohibits discount department stores, or other discount stores, and grocery stores or supermarkets in excess of 45,000 square feet. Public improvements of the TDD totaled \$4.3 million. To finance the improvements, an additional ½ cent sales tax is imposed on businesses located within the TDD.

In June of 2017, the TDD Board refinanced the debt paid for with the ½ cent sales tax, to take advantage of lower interest rates and include road improvements.



NEIGHBORHOOD IMPROVEMENT DISTRICTS

Exhibit A

City Of Warrensburg

Hawthorne Neighborhood Improvement District - 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

Exhibit B

City of Warrensburg

Hawthorne Neighborhood Improvement District
City Owned Properties as of October 1, 2018

<u>Description</u>	<u>Annual Assessment</u>	<u>Remaining Assessments (13) Years</u>
Hawthorne Development LT 006	\$31,185.26	\$405,408.38
Hawthorne Development TR L	59.35	771.55
Hawthorne Development LT 007	83,898.15	1,090,675.95
Hawthorne Development LT 008	32,242.39	419,151.07
Hawthorne Development LT 009	11,918.64	154,942.32
Hawthorne Development TR J	39.78	517.14
Hawthorne Development TR G	46.42	603.46
Hawthorne Development TR I	65.93	857.09
Hawthorne Development TR K*	1,575.31	20,479.03
Hawthorne Development TR O**	667.17	8,673.21
Hawthorne Plaza TR A**	193.29	2,512.77
Total	\$161,891.69	\$2,104,591.97

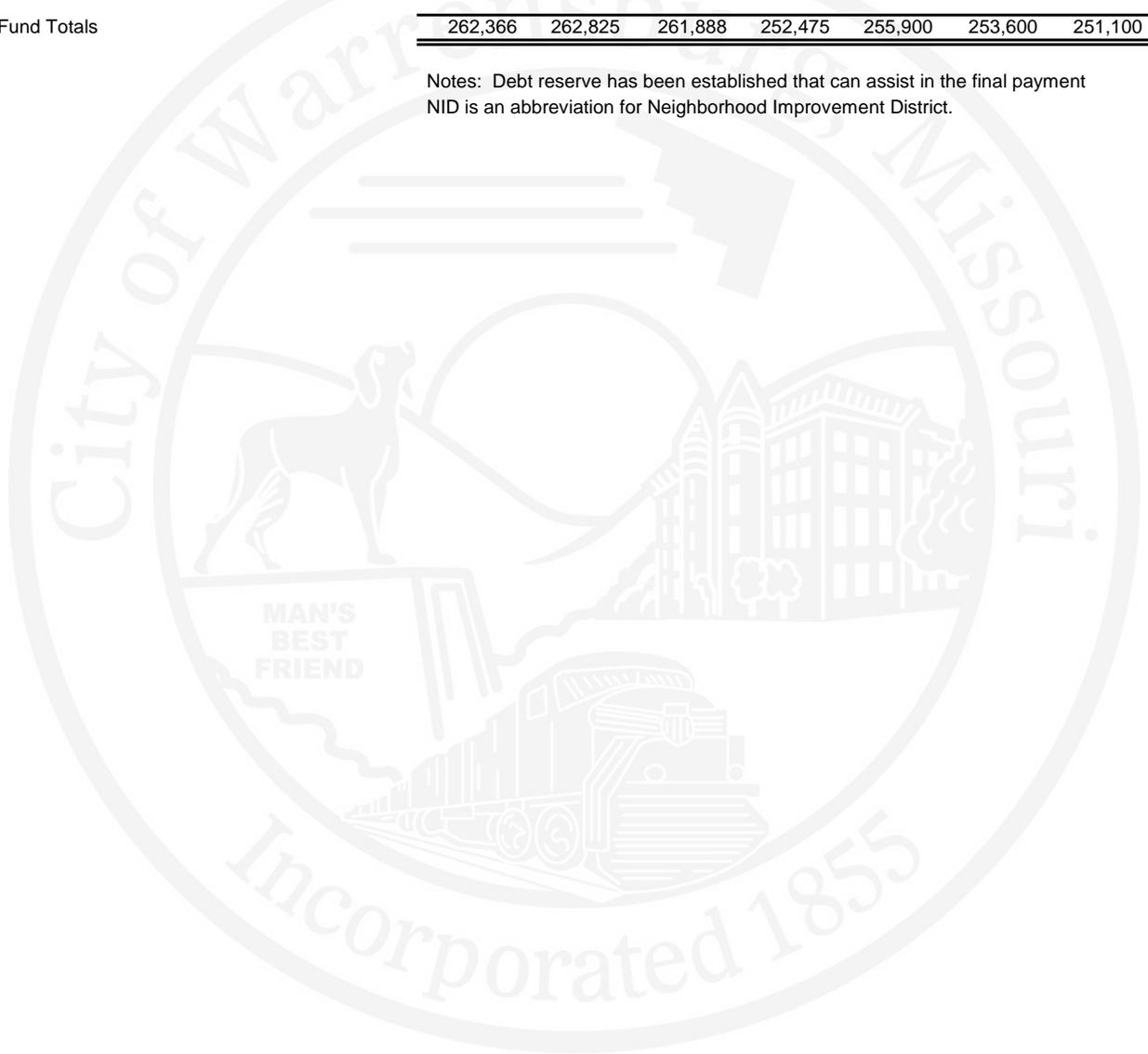
NEIGHBORHOOD IMPROVEMENT DISTRICTS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					181,244
REVENUES					
410-51120	PROPERTY - SPECIAL ASSESSMENT	67,906	67,220	67,220	69,000
410-55175	RENTALS	-	5,610	5,610	5,610
410-56105	ASSET SALES - LAND	1,000	500,000	500,000	200,000
TOTAL REVENUES		68,906	572,830	572,830	274,610
EXPENDITURES					
RESSELL AVENUE NID					
410-691-7101	BOND PRINCIPAL	7,000	7,000	7,000	7,000
410-691-7201	BOND INTEREST	1,884	1,491	1,491	1,097
410-691-7301	BOND FEES	318	325	325	325
TOTAL EXPENDITURES		9,202	8,816	8,816	8,422
HAWTHORNE DEVELOPMENT NID					
410-692-5206	LEGAL SERVICES	263	-	-	-
410-692-5601	ADVERTISING	35	-	-	-
410-692-5999	SERVICES - NON CATEGORIZED	1,579	40,000	40,000	-
410-692-6999	CAPITAL - NON CATEGORIZED	-	5,000	5,000	-
410-692-7101	BOND PRINCIPAL	145,000	150,000	150,000	155,000
410-692-7201	BOND INTEREST	107,888	103,463	103,463	98,694
410-692-7301	BOND FEES	275	250	250	250
TOTAL EXPENDITURES		255,039	298,713	298,713	253,944
REVENUES OVER (UNDER) EXPENDITURES		(195,335)	265,302	265,302	12,244
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					169,000

NEIGHBORHOOD IMPROVEMENT DISTRICTS

Issuance	Uses	FY19	FY20	FY21	FY22	FY23	FY24	FY25
2001 Series Principal	Russell Avenue NID	7,000	8,000	8,000				
2001 Series Interest	Russell Avenue NID	1,097	675	225				
2001 Series Fees	Russell Avenue NID	325	325	325				
2011 Series Principal	Hawthorne NID	155,000	160,000	165,000	170,000	180,000	185,000	190,000
2011 Series Interest	Hawthorne NID	98,694	93,575	88,088	82,225	75,650	68,350	60,850
2011 Series Fees	Hawthorne NID	250	250	250	250	250	250	250
2011 Series Reserve	Hawthorne NID							
Fund Totals		262,366	262,825	261,888	252,475	255,900	253,600	251,100

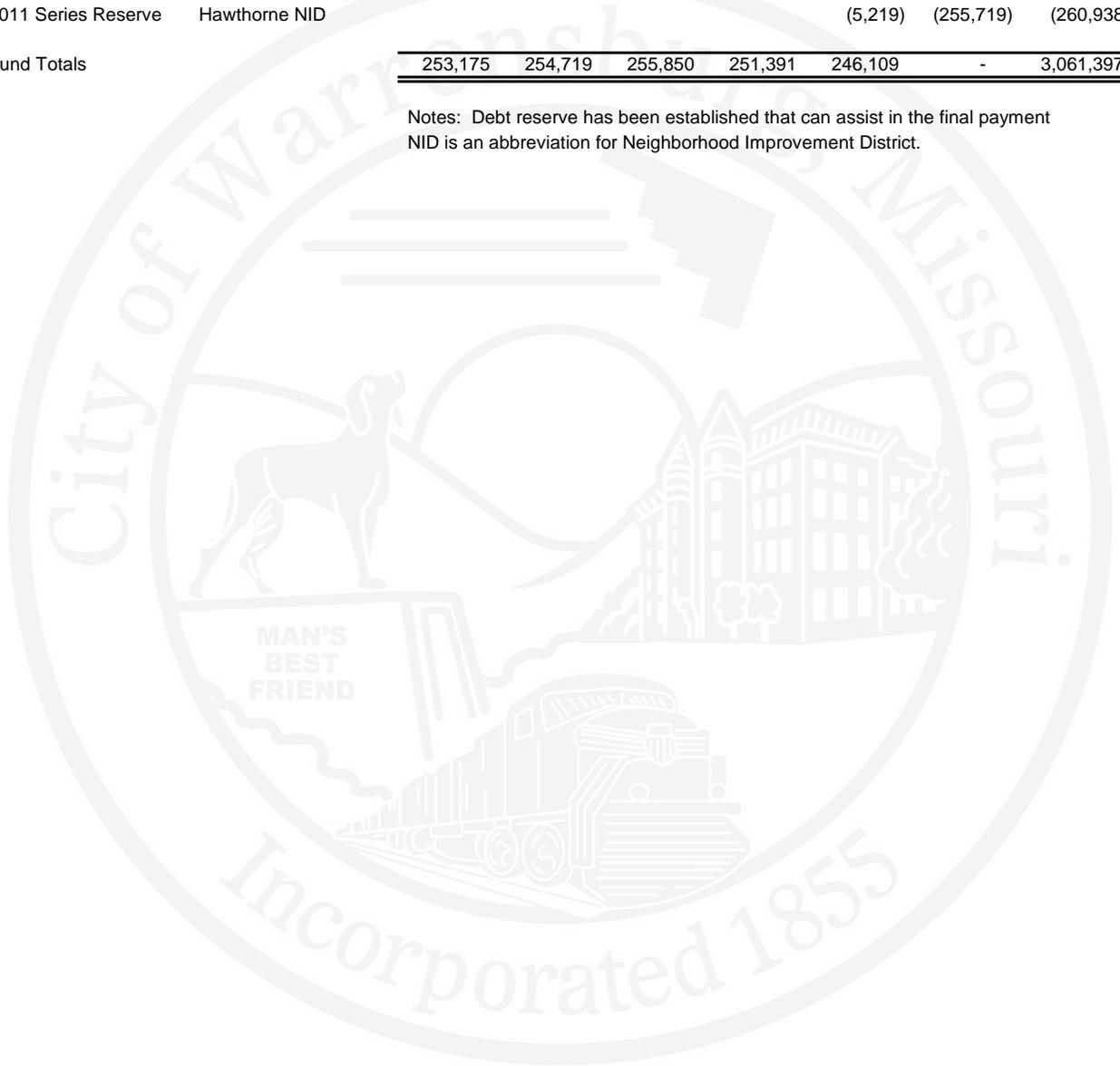
Notes: Debt reserve has been established that can assist in the final payment
 NID is an abbreviation for Neighborhood Improvement District.



NEIGHBORHOOD IMPROVEMENT DISTRICTS

Issuance	Uses	FY26	FY27	FY28	FY29	FY30	FY31	Totals
2001 Series Principal	Russell Avenue NID							23,000
2001 Series Interest	Russell Avenue NID							1,997
2001 Series Fees	Russell Avenue NID							975
2011 Series Principal	Hawthorne NID	200,000	210,000	220,000	225,000	235,000	250,000	2,545,000
2011 Series Interest	Hawthorne NID	52,925	44,469	35,600	26,141	16,078	5,469	748,113
2011 Series Fees	Hawthorne NID	250	250	250	250	250	250	3,250
2011 Series Reserve	Hawthorne NID					(5,219)	(255,719)	(260,938)
Fund Totals		253,175	254,719	255,850	251,391	246,109	-	3,061,397

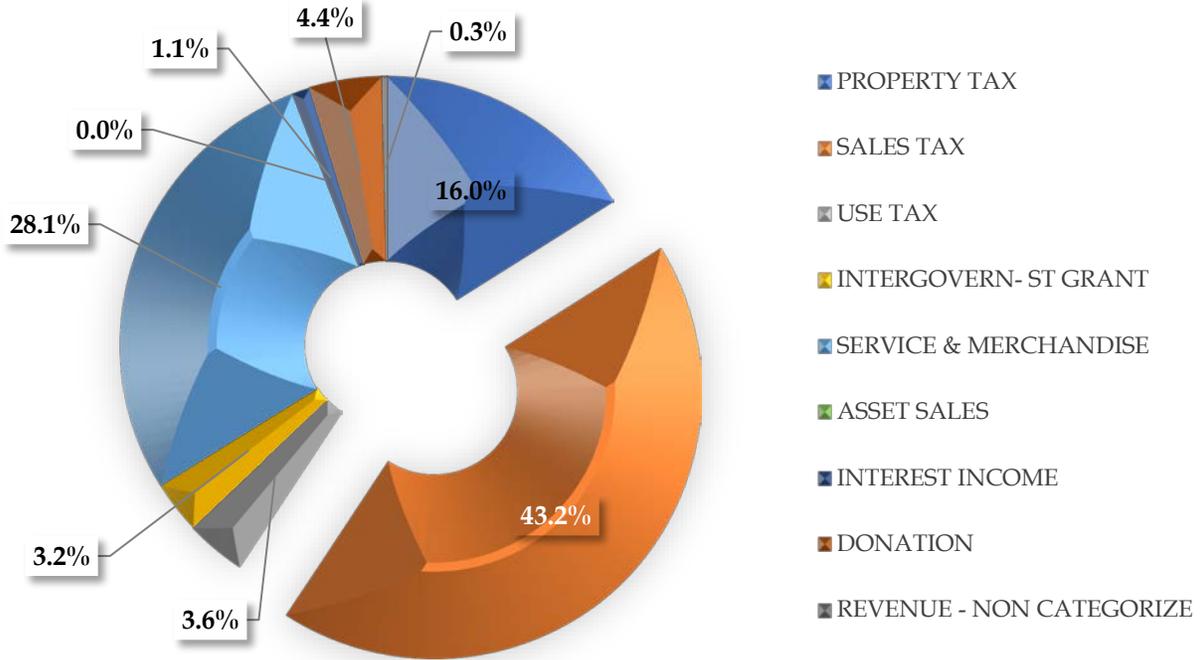
Notes: Debt reserve has been established that can assist in the final payment
 NID is an abbreviation for Neighborhood Improvement District.



SUMMARY PARKS AND RECREATION

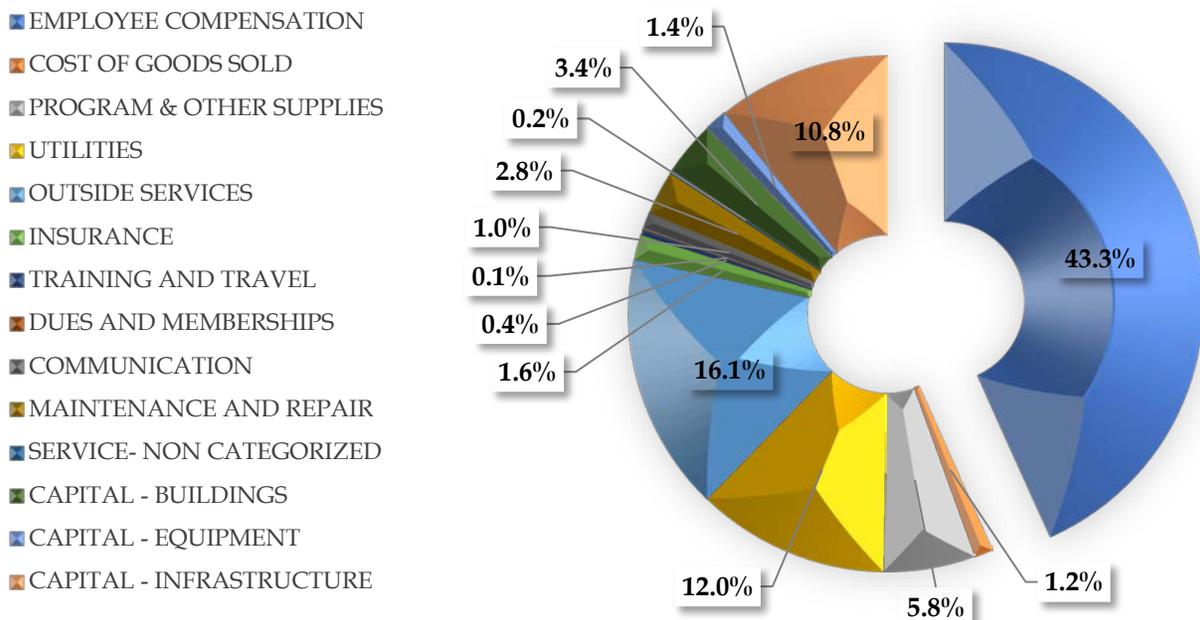
Much like the General fund, the Parks and Recreation Fund is heavily funded by Sales tax. Program's, service, and merchandise make up the next largest income for the Parks department, followed by Property tax.

FY19 PARK FUND REVENUE



Parks and Recreation has the most employees throughout the City's departments/funds. The Community Center, Parks Administration, Recreation and Maintenance departments share 168 employees that attribute to 43% of the total expenses for the fund.

FY19 PARK FUND EXPENDITURES



SUMMARY OF PARKS AND RECREATION FUND

DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018				974,530
REVENUES				
PROPERTY TAX	431,688	433,500	433,500	452,700
SALES TAX	1,145,481	1,177,000	1,177,000	1,220,000
USE TAX	89,044	97,000	97,000	103,000
INTERGOVERN- ST GRANT	-	120,000	120,000	90,000
SERVICE & MERCHANDISE	711,882	877,050	877,050	794,550
ASSET SALES	-	200	200	200
INTEREST INCOME	10,555	10,000	10,000	31,000
DONATION	10,931	196,541	196,541	123,500
REVENUE - NON CATEGORIZE	68,202	8,000	8,000	8,000
TOTAL REVENUES	2,467,783	2,919,291	2,919,291	2,822,950
EXPENDITURES				
SALARIES & WAGES	782,415	824,535	824,535	877,395
EMPLOYEE TAXES	58,656	62,607	62,607	66,739
EMPLOYEE RETIREMENT	20,328	29,592	29,592	30,876
EMPLOYEE INSURANCE	75,423	94,324	94,324	100,658
WORKERS' COMPENSATION	9,294	12,229	12,229	21,381
EMPLOYER PROVIDED SER OT	-	-	-	6,600
COST OF GOODS SOLD	34,355	31,000	31,000	30,000
COGS - PRO SHOP	-	300	300	-
PROGRAM & OTHER SUPPLIES	145,138	151,250	151,250	147,100
UTILITIES	277,474	289,150	289,150	306,615
OUTSIDE SERVICES	434,791	398,400	398,400	409,893
INSURANCE	38,413	40,000	40,000	40,000
TRAINING AND TRAVEL	5,129	8,000	8,000	8,975
DUES AND MEMBERSHIPS	2,059	2,000	2,000	2,000
COMMUNICATION	26,244	26,000	26,000	26,000
MAINTENANCE AND REPAIR	53,971	63,700	63,700	71,500
SERVICE- NON CATEGORIZED	12,684	5,700	5,700	5,700
CAPITAL - BUILDINGS	47,533	337,029	337,029	86,000
CAPITAL - EQUIPMENT	103,433	45,000	45,000	36,500
CAPITAL - INFRASTRUCTURE	142,163	365,541	365,541	275,000
THIRD PARTY TICKET SALES	(183)	100	100	100
OVER (SHORT)	(271)	100	100	100
TOTAL EXPENDITURES	2,269,050	2,786,557	2,786,557	2,549,132
REVENUES OVER (UNDER) EXPENDITURES	198,733	132,734	132,734	273,818
OTHER SOURCES				
TRANSFERS IN FROM FINANCING	71,821	-	-	-
TOTAL OTHER SOURCES	71,821	-	-	-
OTHER USES				
TRANSFER TO DEBT FUND	298,198	311,048	287,867	272,588
TOTAL OTHER USES	298,198	311,048	287,867	272,588
NET SOURCES OVER (UNDER) USES	(226,377)	(311,048)	(287,867)	(272,588)
REVENUE AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USERS	(27,644)	(178,314)	(155,133)	1,230
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019				975,760

PARKS AND RECREATION REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
TAXES					
430-51105	PROPERTY TAX - CURRENT	392,250	395,000	395,000	412,000
430-51110	PROPERTY TAX - DELINQUENT	6,001	5,500	5,500	6,000
430-51115	RAILROAD TAX	18,728	18,500	18,500	20,200
430-51130	M & M SURTAX	14,708	14,500	14,500	14,500
430-51205	SALES TAX	1,145,481	1,177,000	1,177,000	1,220,000
430-51305	USE TAX	89,044	97,000	97,000	103,000
TOTAL TAX REVENUE		1,666,213	1,707,500	1,707,500	1,775,700
INTRAGOVERNMENTAL					
430-52235	GRANT - DEPT NATURAL RESOURCES	-	120,000	120,000	90,000
TOTAL INTERGOVERNMENTAL - GRANTS REVENUE		-	120,000	120,000	90,000
SERVICE AND MERCHANDISE					
430-55105	ADMISSIONS	204,107	235,000	235,000	-
430-55107	ADMISSIONS - NASSIF	-	-	-	165,000
430-55115	ADVERTISING	212	10,000	10,000	7,500
430-55120	CONCESSIONS	57,877	65,000	65,000	60,000
430-55162	COMMUNITY CENTER MEMBERSHIP	-	-	-	170,000
430-55170	PROGRAMS	283,323	370,000	370,000	300,000
430-55175	RENTALS	54,185	75,000	75,000	65,000
430-55185	HEALTH AND WELLNESS	114,712	125,000	125,000	30,000
430-55190	MERCHANDISE	524	-	-	-
430-55198	DISCOUNTS	(3,073)	(3,000)	(3,000)	(3,000)
430-55199	SERVICES - NON CATEGORIZED	15	50	50	50
TOTAL LICENCE AND PERMITS REVENUE		711,882	877,050	877,050	794,550
ASSET SALES					
430-56110	ASSET SALES - EQUIPMENT	-	200	200	200
TOTAL FINES		-	200	200	200
INTEREST INCOME					
430-57105	INTEREST ON DEPOSITS	10,555	10,000	10,000	25,000
430-57107	INTEREST ON INVESTMENTS	-	-	-	6,000
TOTAL CHARGES FOR SERVICES		10,555	10,000	10,000	31,000
DONATIONS					
430-59105	DONATIONS - UNITED WAY	4,705	6,000	6,000	3,500
430-59110	DONATIONS	6,225	190,541	190,541	120,000
TOTAL INTRAGOVERNMENTAL SERVICES / REIMBURSE		10,931	196,541	196,541	123,500
REVENUE - NON CATEGORIZED					
430-59910	CLAIMS / REIMBURSEMENTS	(1)	8,000	8,000	8,000
430-59920	LEASE PROCEEDS	68,203	-	-	-
TOTAL ASSET SALES		68,202	8,000	8,000	8,000
TOTAL REVENUES		2,467,783	2,919,291	2,919,291	2,822,950

PARKS AND RECREATION 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 2018 Accomplishments

- Administered LWCF Grant for Inclusive Playground - Playground for All
- Assisted in the 7th Annual Old Drum Day Festival
- Improved Park Board Orientation for new members
- Added a REACH media advertising screen to the Community Center lobby
- Adopted a new logo

Fiscal Year 2019 - Fiscal Year 2023 Strategic Plan Initiatives

Focus II: Community Pride and Interaction

Focus III: Growth and Investment

- Complete Inclusive Playground
- Actively pursue grants as an additional source of revenue.
- Replace the display sign in front of building
- Create and implement a sponsorship and advertising program
- Implementation of the Parks & Recreation Master Plan

Fiscal Year 2018 Performance Management Initiatives

- Increase awareness of programs and activities with effective marketing
- Track revenues with expenses
- 100% accuracy in Employment Paperwork/Salary/Grade

Position Detail

	Salary Range	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget
Director of Parks and Recreation	19	1	1	1	1
Business and Information Specialist	18	1	1	1	1
Office Manager	15	0	1	1	1
Office Manager II		1	0	0	0
Totals		3	3	3	3

Parks Administration Department currently has 12 part time employees.

FY17

The Office Manager II position became vacant and was replaced with an Office Manager.

PARKS AND RECREATION ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
430-611-1101	WAGES	149,289	177,118	167,918	151,420
430-611-1102	WAGES - PART TIME	97,316	92,300	92,300	104,101
430-611-1103	WAGES - OVERTIME	11	1,000	1,000	1,000
430-611-1105	WAGES - SUPPLEMENTAL	60	60	60	-
430-611-2101	FICA TAXES	18,264	20,610	20,610	19,624
430-611-2201	RETIREMENT - LAGERS	6,173	10,981	10,981	9,907
430-611-2301	INSURANCE - DENTAL	1,793	2,909	2,909	2,493
430-611-2302	INSURANCE - HEALTH	14,397	23,488	23,488	17,438
430-611-2304	INSURANCE - LIFE	351	457	457	381
430-611-2305	SHORT TERM DISABILITY	655	800	800	713
430-611-2306	INSURANCE - LONG TERM DISABILI	320	475	475	349
430-611-2401	WORKER'S COMPENSATION	1,298	1,829	1,829	1,533
430-611-2615	TUITION ASSISTANCE	-	-	-	6,600
TOTAL PERSONNEL EXPENSES		289,928	332,027	322,827	315,559
COMMODITIES					
430-611-4102	CLOTHING	500	500	500	1,000
430-611-4103	COMPUTER SUPPLIES	3,547	5,000	5,000	1,650
430-611-4109	OFFICE SUPPLIES	12,569	12,000	12,000	10,000
430-611-4199	SUPPLIES - NON CATEGORIZED	495	-	-	-
TOTAL COMMODITIES		17,111	17,500	17,500	12,650
SERVICES					
430-611-5106	UTILITY - TELEPHONE	4,679	4,500	4,500	5,000
430-611-5107	UTILITY - DATA ACCESS	2,611	3,000	3,000	3,915
430-611-5202	CONSULTING SERVICES	41,064	-	4,200	-
430-611-5203	FINANCIAL SERVICES	31,460	25,000	25,000	40,000
430-611-5250	INTRAGOVERNMENTAL SVC / REIMB	-	-	-	21,993
430-611-5299	CONTRACTUAL - NON CATEGORIZED	6,700	-	-	5,000
430-611-5301	PROPERTY INSURANCE	38,413	35,000	40,000	40,000
430-611-5401	TRAVEL - MEALS	199	500	500	500
430-611-5402	MILEAGE	192	500	500	500
430-611-5403	TRAVEL - ROOM	1,696	3,000	3,000	1,500
430-611-5404	SCHOOLS AND SEMINARS	893	2,000	2,000	4,475
430-611-5501	DUES AND MEMBERSHIPS	2,059	2,000	2,000	2,000
430-611-5601	ADVERTISING	26,154	25,000	25,000	25,000
430-611-5602	POSTAGE	90	1,000	1,000	1,000
430-611-5704	SOFTWARE MAINTENANCE & REPAIR	-	2,000	2,000	2,000
430-611-5904	EMPLOYMENT	1,613	4,000	4,000	4,000
430-611-5999	SERVICES - NON CATEGORIZED	6,912	-	-	-
TOTAL SERVICES		164,735	107,500	116,700	156,883
CAPITAL					
430-611-6499	INFRASTRUCTURE - NON CAT	1,325	290,541	290,541	200,000
TOTAL CAPITAL		1,325	290,541	290,541	200,000
NON-CATEGORIZED					
430-611-9401	OVER (SHORT)	(271)	100	100	100
TOTAL NON-CATEGORIZED		(271)	100	100	100
TOTAL EXPENDITURES		472,828	747,668	747,668	685,192

PARKS AND RECREATION 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 2018 Accomplishments

- Replaced one HVAC unit on ABC building
- Replaced the batting cage net at West Park
- Repair and maintain all current facilities
- Staff took first place at the Maintenance Rodeo

Fiscal Year 2019 – Fiscal Year 2023 Strategic Plan Initiatives

Focus I: Investment in Infrastructure
 Allocate resources efficiently to maintain existing infrastructure

- Additional improvement for the Parks portion of the ADA Plan.
- Implement West Park Master Plan
- Incorporate LED Lightening program throughout the parks
- Improvements to parking lots within the department.
- Promote Healthy Urban Forest for long-term sustainability
- Replace second HVAC unit at ABC building

Fiscal Year 2018 Performance Management Initiatives

- Park Maintenance Sustainability Performance Management
- Continue to make improvements in our parks and facilities
- Performing continued, comprehensive maintenance on all parks and facilities

Position Detail

	Salary	FY16	FY17	FY18	FY19
	Grade	Actual	Actual	Actual	Budget
Parks Maintenance Crew Leader	13	1	1	1	1
Totals		1	1	1	1

This department currently has 5 part time employees.

PARKS AND RECREATION MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
430-631-1101	WAGES	116,123	131,329	131,329	136,812
430-631-1102	WAGES - PART TIME	25,120	20,000	20,000	29,000
430-631-1103	WAGES - OVERTIME	3,374	4,000	4,000	4,000
430-631-1105	WAGES - SUPPLEMENTAL	180	5,300	5,300	300
430-631-1106	PTO ANNUAL PAY OUT	-	-	-	5,000
430-631-2101	FICA TAXES	10,939	11,580	11,580	13,014
430-631-2201	RETIREMENT - LAGERS	6,481	7,911	7,911	9,173
430-631-2301	INSURANCE - DENTAL	2,770	3,324	3,324	3,324
430-631-2302	INSURANCE - HEALTH	22,048	24,800	24,800	29,118
430-631-2304	INSURANCE - LIFE	288	345	345	347
430-631-2305	SHORT TERM DISABILITY	515	662	662	644
430-631-2306	INSURANCE - LONG TERM DISABILI	252	260	260	315
430-631-2401	WORKER'S COMPENSATION	2,733	3,200	3,200	5,468
TOTAL PERSONNEL EXPENSES		190,823	212,711	212,711	236,515
COMMODITIES					
430-631-4102	CLOTHING	716	650	650	750
430-631-4104	CUSTODIAL SUPPLIES	2,153	2,500	2,500	3,000
430-631-4106	LAWN AND FIELD CARE	15,490	15,500	15,500	12,000
430-631-4115	TOOLS	789	800	800	5,500
TOTAL COMMODITIES		19,148	19,450	19,450	21,250
SERVICES					
430-631-5101	UTILITY - ELECTRIC	22,867	25,000	25,000	28,000
430-631-5102	UTILITY - GAS	1,490	4,000	4,000	4,700
430-631-5103	UTILITY - WATER	18,976	17,500	17,500	17,500
430-631-5104	UTILITY - TRASH	5,859	7,800	7,800	8,500
430-631-5106	UTILITY - TELEPHONE	964	1,000	1,000	1,000
430-631-5107	UTILITY - DATA ACCESS	160	-	-	-
430-631-5108	FUEL	9,435	10,500	10,500	11,500
430-631-5205	LABOR / LABOR & EQUIPMENT	166	200	200	200
430-631-5206	LEGAL SERVICES	-	-	-	-
430-631-5209	RENT / LEASE	3,181	3,000	3,000	3,000
430-631-5701	BUILDING MAINTENANCE & REPAIR	4,568	5,000	5,000	5,000
430-631-5703	EQUIPMENT MAINTENANCE & REPAIR	7,943	8,200	8,200	8,000
430-631-5706	VEHICLE MAINTENANCE & REPAIR	4,148	4,000	4,000	4,000
430-631-5903	HEALTH AND WELLNESS	65	-	-	-
430-631-5904	EMPLOYMENT	203	-	-	-
TOTAL SERVICES		80,024	86,200	86,200	91,400
CAPITAL					
430-631-6101	BUILDINGS	17,487	15,000	15,000	6,000
430-631-6205	EQUIPMENT - MOWER	12,700	13,000	13,000	14,000
430-631-6299	EQUIPMENT - NON CATEGORIZED	-	-	-	-
430-631-6499	INFRASTRUCTURE - NON-CATEGORY	140,838	75,000	75,000	75,000
TOTAL CAPITAL		171,025	103,000	103,000	95,000
TOTAL EXPENDITURES		461,021	421,361	421,361	444,165

PARKS AND RECREATION PROGRAMS

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

Fiscal Year 2018 Accomplishments

- 297 scholarships were given to youth in Johnson County to play a sport, participate in a program or camp.
- Over \$125,000 saved because of volunteer partnerships within the department
- Provided over 95 free daily lunches for youth over the summer
- Purchased fitness equipment
- Provided facility for SMSL Championship Swim Meet
- Partnered with Western Missouri Medical Center and University of Central Missouri to create the Warrensburg Wellness Challenge

Fiscal Year 2019 – Fiscal Year 2023 Strategic Plan Initiatives

Focus II: Community Pride and Interaction

Focus IV: Regional Draw

- Develop a business model for sport programs
- Develop a cost recovery plan for each program area and special event offered and include financial standards
- Update sports equipment
- Increase sports tourism
- Partner with Warrensburg organizations and businesses to promote an active lifestyle for all
- Continually train and educate all staff, from camp counselors to referees

Fiscal Year 2018 Performance Management Initiatives

- Improve the sports programs to better serve the whole community, 100% of the time
- Continue with a well-designed Health and Wellness program for the whole community
- Designate core programs areas
- Improve training process for staff

Position Detail

	Salary Range	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget
Recreation Superintendent	17	1	1	1	1
Recreation Supervisor II	14	1	1	1	1
Recreation Supervisor I	13	2	2	2	2
Totals		4	4	4	4

This department currently has 139 part time employees that work at different times throughout the year.

PARKS AND RECREATION PROGRAMS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
430-632-1101	WAGES	120,956	141,690	141,690	146,157
430-632-1102	WAGES - PART TIME	209,408	195,000	195,000	234,289
430-632-1103	WAGES - OVERTIME	4,364	4,000	4,000	4,000
430-632-1105	WAGES - SUPPLEMENTAL	-	50	50	-
430-632-2101	FICA TAXES	25,190	25,759	25,759	29,410
430-632-2201	RETIREMENT - LAGERS	5,871	8,785	8,785	9,760
430-632-2301	INSURANCE - DENTAL	1,320	3,324	3,324	3,324
430-632-2302	INSURANCE - HEALTH	22,737	24,800	24,800	33,874
430-632-2304	INSURANCE - LIFE	315	360	360	369
430-632-2305	SHORT TERM DISABILITY	582	702	702	687
430-632-2306	INSURANCE - LONG TERM DISABILI	284	301	301	336
430-632-2401	WORKER'S COMPENSATION	3,485	5,000	5,000	12,405
TOTAL PERSONNEL EXPENSES		394,512	409,771	409,771	474,611
COST OF GOODS SOLD					
430-632-3101	COGS - FOOD/BEVERAGE	34,355	31,000	31,000	30,000
430-632-3202	COGS - PRO SHOP	-	300	300	-
TOTAL COMMODITIES		34,355	31,300	31,300	30,000
COMMODITIES					
430-632-4102	CLOTHING	600	600	600	600
430-632-4109	OFFICE SUPPLIES	-	-	-	-
430-632-4111	PROGRAM SUPPLIES	75,442	80,000	80,000	80,000
430-632-4116	AQUATIC SUPPLIES	1,177	1,500	1,500	2,000
TOTAL COMMODITIES		77,219	82,100	82,100	82,600
SERVICES					
430-632-5106	UTILITY - TELEPHONE	595	500	500	500
430-632-5107	UTILITY - DATA ACCESS	-	-	-	-
430-632-5205	LABOR / LABOR & EQUIPMENT	23,600	24,000	24,000	-
430-632-5206	LEGAL SERVICES	4,075	3,000	3,000	3,000
430-632-5207	MANAGEMENT SERVICES	310,926	324,000	324,000	318,000
430-632-5209	RENT / LEASE	5,980	7,000	7,000	7,000
430-632-5404	SCHOOLS AND SEMINARS	2,149	2,000	2,000	2,000
430-632-5703	EQUIPMENT MAINTENANCE & REPAIR	-	1,500	1,500	1,500
430-632-5903	HEALTH AND WELLNESS	976	700	700	700
430-632-5904	EMPLOYMENT	2,801	1,000	1,000	1,000
TOTAL SERVICES		351,102	363,700	363,700	333,700
CAPITAL					
430-632-6203	EQUIPMENT - FITNESS	73,204	3,500	3,500	3,500
430-632-6208	EQUIPMENT - BALLFIELDS	3,236	5,000	5,000	4,000
430-632-6209	EQUIPMENT - PLAYGROUND	-	3,500	3,500	2,000
TOTAL CAPITAL		76,440	12,000	12,000	9,500
NON-CATEGORIZED					
430-632-9201	THIRD PARTY TICKETS / PASSES	(183)	100	100	100
TOTAL NON-CATEGORIZED		(183)	100	100	100
TOTAL EXPENDITURES		933,447	898,971	898,971	930,511

PARKS AND RECREATION 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 2018 Accomplishments

- Moving wall in Multi-Purpose rooms B/C was replaced
- Replaced HVAC System
- Celebrated 20th Anniversary of the Community Center

Fiscal Year 2019 - Fiscal Year 2023 Strategic Plan Initiatives

Focus I: Investment in Infrastructure

Focus II: Community Pride and Interaction

- Replace lights with LED in the building
- Replace carpet in the hallways of the building.
- Replace the flat roofs
- Complete parking lot engineering and resurfacing
- Continue to provide clean facilities to meet the needs of the community
- Develop a maintenance plan for each facility to ensure safe opportunities
- Replace moving wall in Multi-Purpose rooms A/B
- Create a membership structure that allows access to all areas of the facility for one price
- Add child care for members to utilize while working out

Fiscal Year 2019 Performance Management Initiatives

- Provide a clean facility for our guests, 100% of the time.
- Increase usage of facility by offering new, all-inclusive membership options
- Maintain and improve current facilities

Position Detail

	Salary	FY15	FY16	FY17	FY18
	Grade	Actual	Actual	Actual	Budget
Parks Maintenance Crew Leader	13	1	1	1	1
Totals		1	1	1	1

This department currently has 5 part time employees.

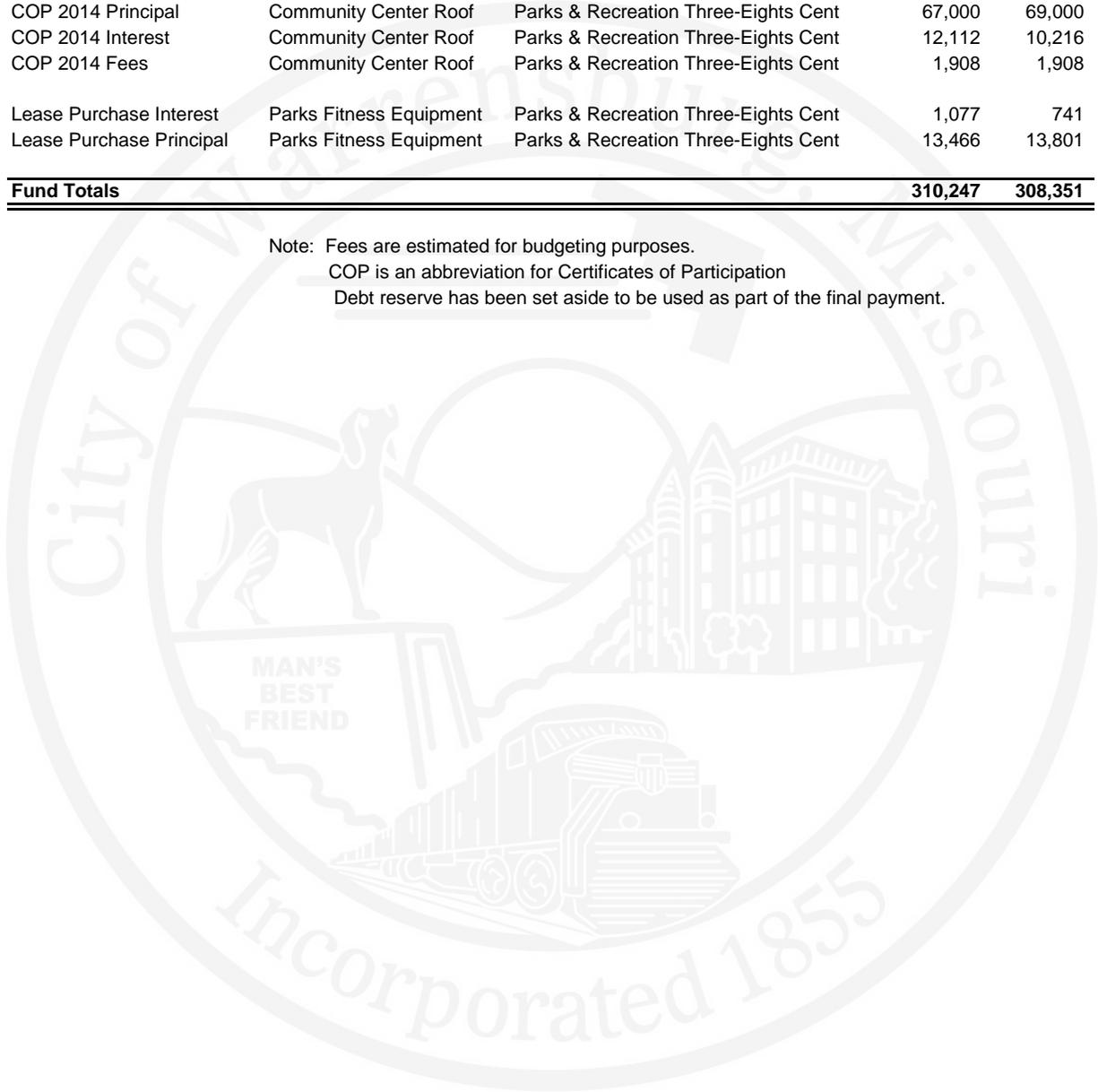
PARKS AND RECREATION COMMUNITY CENTER

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
430-633-1101	WAGES	29,973	30,888	30,888	30,316
430-633-1102	WAGES - PART TIME	24,576	30,000	30,000	30,000
430-633-1103	WAGES - OVERTIME	1,664	1,000	1,000	1,000
430-633-2101	FICA TAXES	4,263	4,658	4,658	4,691
430-633-2201	RETIREMENT - LAGERS	1,803	1,915	1,915	2,036
430-633-2301	INSURANCE - DENTAL	342	831	831	831
430-633-2302	INSURANCE - HEALTH	6,170	6,200	6,200	5,813
430-633-2304	INSURANCE - LIFE	76	78	78	76
430-633-2305	SHORT TERM DISABILITY	139	140	140	152
430-633-2306	INSURANCE - LONG TERM DISABILI	68	68	68	74
430-633-2401	WORKER'S COMPENSATION	1,777	2,200	2,200	1,975
TOTAL PERSONNEL EXPENSES		70,852	77,978	77,978	76,964
COMMODITIES					
430-633-4102	CLOTHING	543	500	500	600
430-633-4104	CUSTODIAL SUPPLIES	17,688	18,500	18,500	16,500
430-633-4107	MAINTENANCE & REPAIR SUPPLIES	9,973	10,000	10,000	10,000
430-633-4199	SUPPLIES - NON CATEGORIZED	3,456	3,200	3,200	3,500
TOTAL COMMODITIES		31,660	32,200	32,200	30,600
SERVICES					
430-633-5101	UTILITY - ELECTRIC	120,156	130,000	130,000	130,000
430-633-5102	UTILITY - GAS	39,115	43,500	43,500	43,500
430-633-5103	UTILITY - WATER	43,645	35,000	35,000	45,000
430-633-5104	UTILITY - TRASH	2,900	3,200	3,200	3,200
430-633-5105	UTILITY - CABLE TELEVISION	3,813	3,400	3,400	4,000
430-633-5106	UTILITY - TELEPHONE	210	250	250	300
430-633-5299	CONTRACTUAL - NON-CATEGORIZED	7,638	8,000	8,000	11,700
430-633-5701	BUILDING MAINTENANCE & REPAIR	18,870	23,000	23,000	21,000
430-633-5703	EQUIPMENT MAINTENANCE & REPAIR	18,443	20,000	20,000	30,000
430-633-5904	EMPLOYMENT	114	-	-	-
TOTAL SERVICES		254,903	266,350	266,350	288,700
CAPITAL					
430-633-6101	BUILDING	30,046	322,029	322,029	80,000
430-633-6299	EQUIPMENT - NON CATEGORIZED	14,293	20,000	20,000	13,000
TOTAL CAPITAL		44,339	342,029	342,029	93,000
TOTAL EXPENDITURES		401,754	718,557	718,557	489,264

PARKS AND RECREATION DEBT SCHEDULE

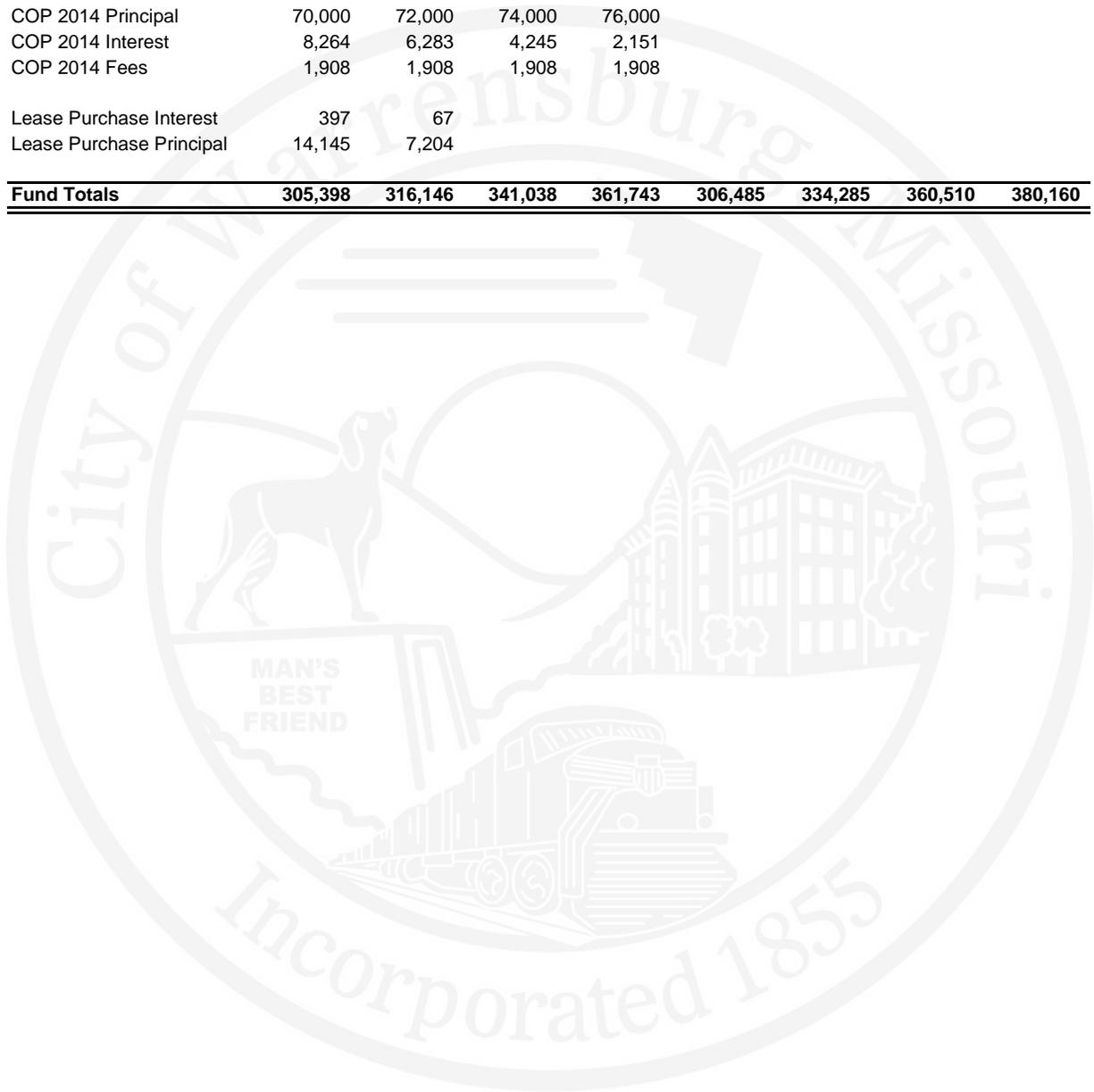
Issuance	Uses	Funding Source	FY19	FY20
COP 2009 Interest	Nassif Pool / Park Equip	Parks & Recreation Three-Eighths Cent	163,538	161,538
COP 2009 Principal	Nassif Pool / Park Equip	Parks & Recreation Three-Eighths Cent	50,000	50,000
COP 2009 Fees	Nassif Pool / Park Equip	Parks & Recreation Three-Eighths Cent	1,147	1,147
COP 2009 Reserve	Nassif Pool / Park Equip	Parks & Recreation Three-Eighths Cent		
COP 2014 Principal	Community Center Roof	Parks & Recreation Three-Eighths Cent	67,000	69,000
COP 2014 Interest	Community Center Roof	Parks & Recreation Three-Eighths Cent	12,112	10,216
COP 2014 Fees	Community Center Roof	Parks & Recreation Three-Eighths Cent	1,908	1,908
Lease Purchase Interest	Parks Fitness Equipment	Parks & Recreation Three-Eighths Cent	1,077	741
Lease Purchase Principal	Parks Fitness Equipment	Parks & Recreation Three-Eighths Cent	13,466	13,801
Fund Totals			310,247	308,351

Note: Fees are estimated for budgeting purposes.
 COP is an abbreviation for Certificates of Participation
 Debt reserve has been set aside to be used as part of the final payment.



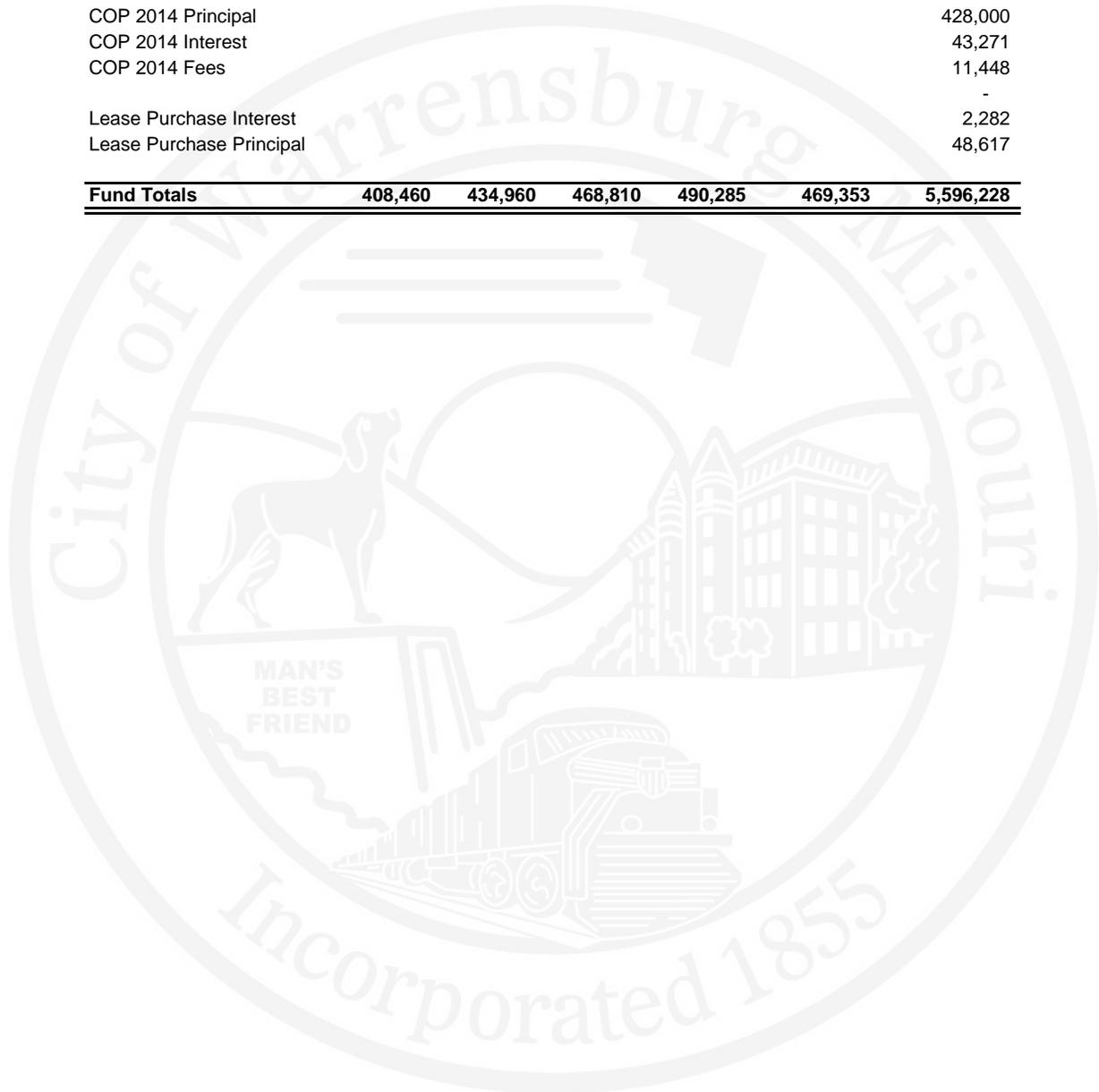
PARKS AND RECREATION DEBT SCHEDULE

Issuance	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28
COP 2009 Interest	159,538	157,538	154,738	150,538	145,338	138,138	129,363	119,013
COP 2009 Principal	50,000	70,000	105,000	130,000	160,000	195,000	230,000	260,000
COP 2009 Fees	1,147	1,147	1,147	1,147	1,147	1,147	1,147	1,147
COP 2009 Reserve								
COP 2014 Principal	70,000	72,000	74,000	76,000				
COP 2014 Interest	8,264	6,283	4,245	2,151				
COP 2014 Fees	1,908	1,908	1,908	1,908				
Lease Purchase Interest	397	67						
Lease Purchase Principal	14,145	7,204						
Fund Totals	305,398	316,146	341,038	361,743	306,485	334,285	360,510	380,160



PARKS AND RECREATION DEBT SCHEDULE

Issuance	FY29	FY30	FY31	FY32	FY33	Totals
COP 2009 Interest	107,313	93,813	77,663	59,138	38,713	1,855,913
COP 2009 Principal	300,000	340,000	390,000	430,000	815,000	3,575,000
COP 2009 Fees	1,147	1,147	1,147	1,147	1,147	17,205
COP 2009 Reserve					(385,506)	(385,506)
						-
COP 2014 Principal						428,000
COP 2014 Interest						43,271
COP 2014 Fees						11,448
						-
Lease Purchase Interest						2,282
Lease Purchase Principal						48,617
Fund Totals	408,460	434,960	468,810	490,285	469,353	5,596,228



TAX INCREMENTAL FINANCING

Keystone Tax Incremental Financing (TIF)

The Keystone Tax Incremental Financing Project was approved by the Warrensburg Tax Incremental Financing Commission and City Council in 2015. Under the guidelines of this contract, the City will reimburse the Developer for all verified Reimbursable Project Costs. The reimbursable cost are limited to:

1. \$1,500,000 upon completion of the purchase of all property within the Redevelopment Area (even if subsequently conveyed to a third party), issuance of a Certificate of Completion of Construction for all public infrastructure, including all storm water installations, built in accordance with the City's code regulations and requirements serving the Redevelopment Area, and grading of the Redevelopment Area so that it is building ready to support development of the Redevelopment Project
2. An additional \$550,000 upon issuance of a Certificate of Completion of Construction of a Hotel
3. An additional \$100,000 upon issuance of a Certificate of Completion of Construction for each restaurant pad site (total of four sites)
4. An additional \$25,000 upon issuance of a Certificate of Completion of Construction for retail space
5. An additional \$25,000 upon issuance of a Certificate of Completion of Construction for office or retail space

In no event will the City's total obligation for reimbursement exceed the total Reimbursable Project Costs Cap. The reimbursable amounts listed in the Project Budget do not represent caps on any individual expenditure (e.g., demolition) or category of expenditures (e.g., land acquisition, site work, etc.) as reimbursable amounts may be moved from one reimbursable line item or category to another to the full extent permitted by law, to reflect actual expenditures, subject to the Reimbursable Project Costs Cap.

This Fund was established to account for the Special Allocations associated with the TIF agreement, and contains separate accounts for Payments in Lieu of Taxes, Economic Activity Taxes, and the Reimbursable Project Cost.

TAX INCREMENTAL FINANCING

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					-
REVENUES					
440-51120	PROPERTY	29,012	60,000	60,000	40,000
440-51205	SALES TAX	5,431	12,000	12,000	10,000
TOTAL REVENUES		34,443	72,000	72,000	50,000
EXPENDITURES					
440-693-9301	COMMUNITY AGREEMENTS	34,295	72,000	72,000	50,000
TOTAL EXPENDITURES		34,295	72,000	72,000	50,000
REVENUES OVER (UNDER) EXPENDITURES		148	-	-	-

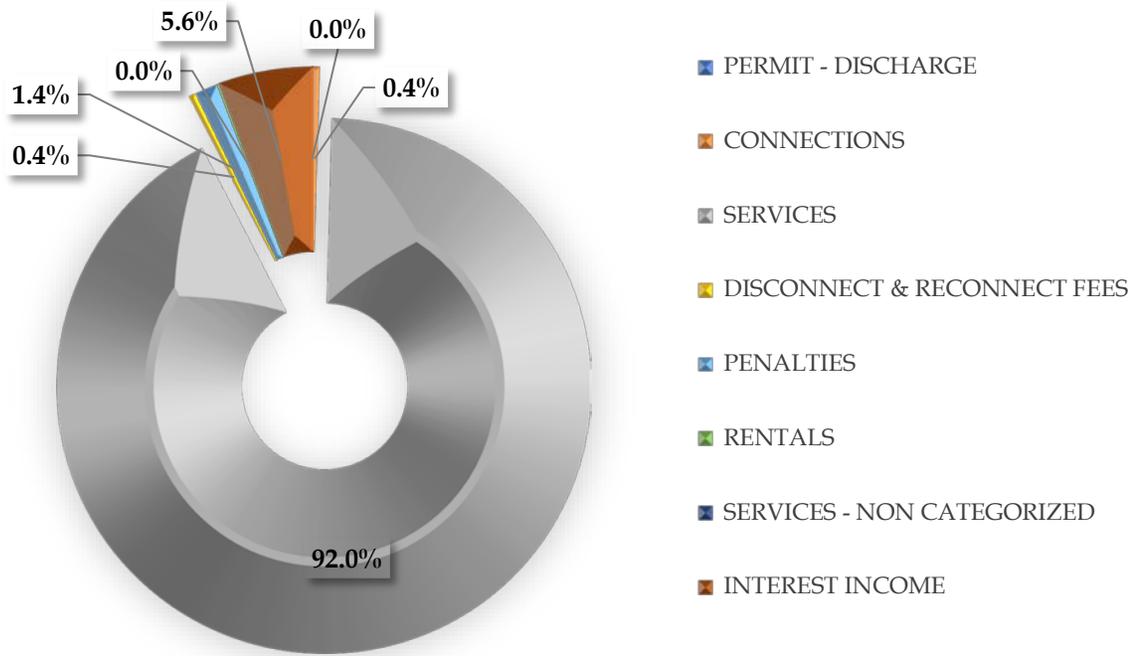
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019 -



SUMMARY OF WASTE WATER POLLUTION CONTROL FUND

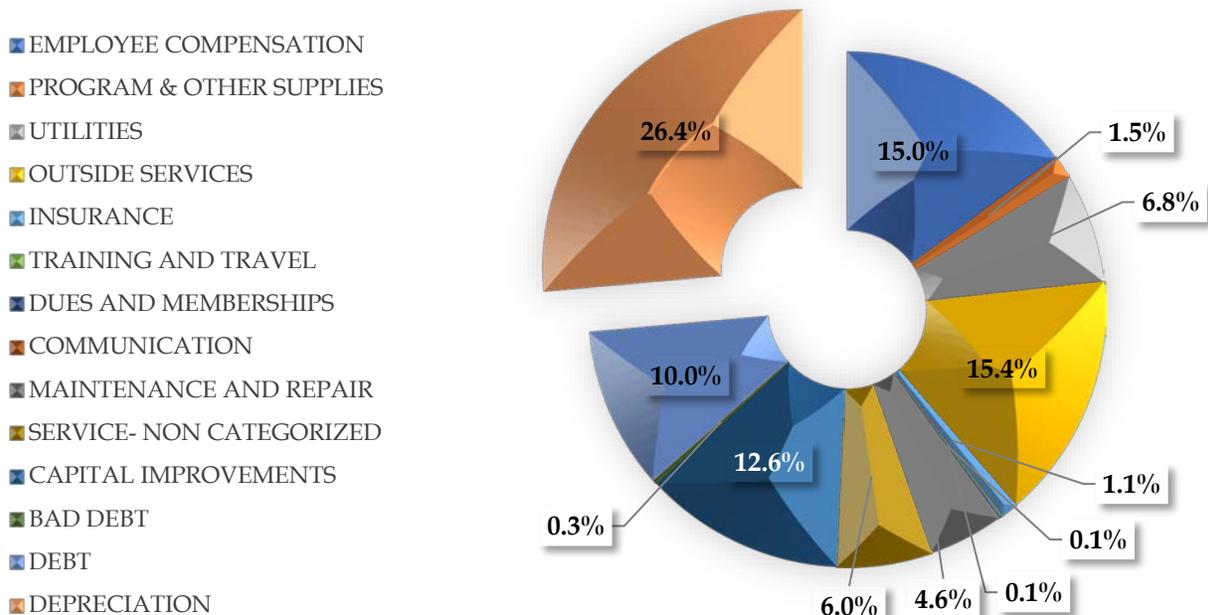
The Water Pollution Control Fund (WPC) is the City's only major proprietary fund. The bulk of the WPC revenue comes from charges for services. This fund is ran at break even, and does not profit from services rendered.

FY19 WPC FUND REVENUE



In Fiscal Year 2019, the WPC will make over \$600,000 in capital improvements to current infrastructure. Constant needed improvements to adhere to federal regulations drive large expenses in the WPC.

FY19 WPC FUND EXPENDITURES



SUMMARY OF WATER POLLUTION CONTROL FUND

DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018				1,896,190
REVENUES				
PERMITS	150	500	500	500
SERVICE & MERCHANDISE	4,240,335	4,256,500	4,256,500	4,511,500
INTEREST INCOME	302,031	270,100	271,000	270,190
TOTAL REVENUES	4,542,516	4,527,100	4,528,000	4,782,190
EXPENDITURES				
SALARIES & WAGES	565,317	588,858	588,858	572,140
EMPLOYEE TAXES	42,484	45,048	45,048	43,769
EMPLOYEE RETIREMENT	89,026	36,509	36,509	37,189
EMPLOYEE INSURANCE	84,599	128,522	128,522	126,420
WORKERS' COMPENSATION	11,714	16,849	16,849	14,288
UNEMPLOYMENT	3,975	-	-	-
EMPLOYER PROVIDED SER OT PROGRAM & OTHER SUPPLIES	-	-	-	-
UTILITIES	49,355	70,265	70,265	78,000
OUTSIDE SERVICES	346,515	358,648	358,648	359,864
INSURANCE	744,618	777,665	781,565	814,929
TRAINING AND TRAVEL	53,976	60,000	60,000	60,000
DUES AND MEMBERSHIPS	1,599	5,200	5,200	5,700
COMMUNICATION	4,482	5,425	5,425	5,575
MAINTENANCE AND REPAIR	910	2,300	2,300	2,450
SERVICE- NON CATEGORIZED	202,846	212,293	212,293	246,113
CAPITAL - BUILDINGS	88,890	139,600	227,922	317,750
CAPITAL - EQUIPMENT	-	-	-	-
CAPITAL - SOFTWARE	15,259	6,725	6,725	126,560
CAPITAL - INFRASTRUCTURE	74,882	-	-	-
CAPITAL - VEHICLES	14,789	180,000	180,000	199,550
CAPITAL - LAND EASEMENT	-	30,000	30,000	40,000
CAPITAL - NON CATEGORY	-	-	-	-
DEBT PRINCIPAL	9,795	37,000	37,000	300,000
DEBT INTEREST	-	-	-	-
DEBT FEES	476,310	453,994	453,994	447,867
OVER (SHORT)	84,058	91,210	91,210	83,499
BAD DEBT	-	-	-	-
DEPRECIATION	-	15,000	15,000	15,000
TOTAL EXPENDITURES	4,477,947	4,711,112	4,803,334	5,296,663
REVENUES OVER (UNDER) EXPENDITURES	64,569	(184,012)	(275,334)	(514,473)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019				1,381,717

WPC REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERMITS					
610-53215	PERMIT - DISCHARGE	150	500	500	500
TOTAL TAX REVENUE		150	500	500	500
SERVICE AND MERCHANDISE					
610-55125	CONNECTIONS	20,650	19,000	19,000	20,000
610-55140	SERVICES	4,126,252	4,150,000	4,150,000	4,400,000
610-55145	DISCONNECT & RECONNECT FEES	17,682	15,000	15,000	19,000
610-55165	PENALTIES	68,451	65,000	65,000	65,000
610-55175	RENTALS	7,000	7,000	7,000	7,000
610-55199	SERVICES - NON CATEGORIZED	300	500	500	500
TOTAL SERVICE AND MERCHANDISE		4,240,335	4,256,500	4,256,500	4,511,500
INTEREST INCOME					
610-57105	INTEREST ON DEPOSITS	15,579	12,000	12,000	25,200
610-57107	INTEREST ON INVESTMENTS	-	-	-	10,650
610-57115	INTEREST CREDIT	286,447	258,000	258,000	234,240
610-57125	PAYMENT TERMS DISCOUNTS	4	100	100	100
TOTAL INTEREST INCOME		302,031	270,100	270,100	270,190
TOTAL REVENUES		4,542,516	4,527,100	4,527,100	4,782,190

WPC GENERAL ADMINISTRATION

The 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 2018 Accomplishments

- Continue monitoring of budgets for all water pollution control departments

Fiscal Year 2019 Strategic Plan Initiatives

FOCUS III: Growth and Investment, Goal: Continued development to make our community more attractive, economically stronger and more socially diverse.

- 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
- Provide the customer with efficient information on all aspects of the wastewater departments and continue to be in compliance with EPA and MDNR.

Performance Measurement

- Educate the public in regard to the requirements and regulations of the governing agencies to better protect the environment.
- Implement a proactive Fat, Oils, and Grease Program (FOG) which will insure compliance with discharge regulations.
- Positive and proactive work with the public in regard to education on all aspects of treatment of wastewater.

Position Detail

	Salary	FY16	FY17	FY18	FY19
	Range	Actual	Actual	Actual	Budget
Director of Public Works	24	0.5	0.5	0.5	0.5
Project Manager - WPC	16	0.5	0.5	0.5	0.5
Assistant Public Works Director		0	0	0	0
Executive Assistant II		0	0	0	0
Totals		1	1	1	1

FY19

The Assistant Director of Public Works and Executive Assistant II positions have been removed from the budget, those positions have not been filled.

FY17

Two positions have been added to the WPC Administration budget, Assistant Public Works Director and Executive Assistant II, these positions and their wage related expenses will be split with the Street Department

WPC GENERAL ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
610-611-1101	WAGES	66,206	70,515	70,515	62,666
610-611-1103	WAGES - OVERTIME	75	-	-	-
610-611-1105	WAGES - SUPPLEMENTAL	210	210	210	210
610-611-2101	FICA TAXES	4,787	5,410	5,410	4,810
610-611-2201	RETIREMENT - LAGERS	3,591	4,385	4,385	4,087
610-611-2203	NET PENSION EXPENSE	6,571	-	-	-
610-611-2301	INSURANCE - DENTAL	587	1,039	1,039	831
610-611-2302	INSURANCE - HEALTH	6,170	42,307	42,307	40,813
610-611-2304	INSURANCE - LIFE	147	179	179	158
610-611-2305	INSURANCE - SHORT TERM DISABIL	275	334	334	295
610-611-2306	INSURANCE - LONG TERM DISABILI	134	163	163	144
610-611-2401	WORKER'S COMPENSATION	359	263	263	182
610-611-2501	UNEMPLOYMENT	3,975	-	-	-
TOTAL PERSONNEL EXPENSES		93,084	124,805	124,805	114,196
COMMODITIES					
610-611-4102	CLOTHING	47	550	550	550
610-611-4103	COMPUTER SUPPLIES	-	500	500	500
610-611-4108	MEETING SUPPLIES	130	300	300	300
610-611-4109	OFFICE SUPPLIES	387	500	500	500
610-611-4199	SUPPLIES - NON CATEGORIZED	-	250	250	-
TOTAL COMMODITIES		564	2,100	2,100	1,850
SERVICES					
610-611-5106	UTILITY - TELEPHONE	-	210	210	210
610-611-5201	AUDIT SERVICES	5,895	7,500	7,500	7,500
610-611-5202	CONSULTING	-	-	3,900	-
610-611-5203	FINANCIAL SERVICES	6,283	4,500	4,500	4,500
610-611-5206	LEGAL SERVICES	866	2,000	2,000	2,000
610-611-5250	INTRAGOVERNMENTAL SVC / REIMB	615,129	630,814	630,814	667,000
610-611-5299	CONTRACTUAL - NON CATEGORIZED	64	70	70	70
610-611-5301	PROPERTY INSURANCE	53,976	60,000	60,000	60,000
610-611-5404	SCHOOLS AND SEMINARS	-	500	500	500
610-611-5501	DUES AND MEMBERSHIPS	3,205	3,300	3,300	3,450
610-611-5601	ADVERTISING	94	100	100	100
610-611-5901	ENGINEERING	6,945	21,720	21,720	21,720
610-611-5903	HEALTH AND WELLNESS	-	235	235	235
610-611-5904	EMPLOYMENT	-	100	100	100
610-611-5908	PERMITS	9,359	13,550	13,550	8,550
610-611-5999	SERVICES - NON CATEGORIZED	132	250	250	250
TOTAL SERVICES		701,948	744,849	748,749	776,185
DEBT					
610-611-7201	BOND INTEREST	476,310	453,994	453,994	447,867
610-611-7301	BOND FEES	84,058	91,210	91,210	83,499
TOTAL DEBT		560,368	545,204	545,204	531,366
DEPRECIATION					
610-611-9601	DEPRECIATION	1,512,550	1,450,000	1,450,000	1,400,000
TOTAL DEPRECIATION		1,512,550	1,450,000	1,450,000	1,400,000
TOTAL EXPENDITURES		2,868,514	2,866,959	2,870,859	2,823,597

WPC FINANCE

The Mission of the City of Warrensburg Water Pollution Control Finance Department is to oversee efficient sewer utility collections and stay in compliance with state and federal standards.

Fiscal Year 2018 Accomplishments

- Continue to reduce delinquencies and shut-offs by increased customer contact

Fiscal Year 2019 Strategic Plan Initiatives

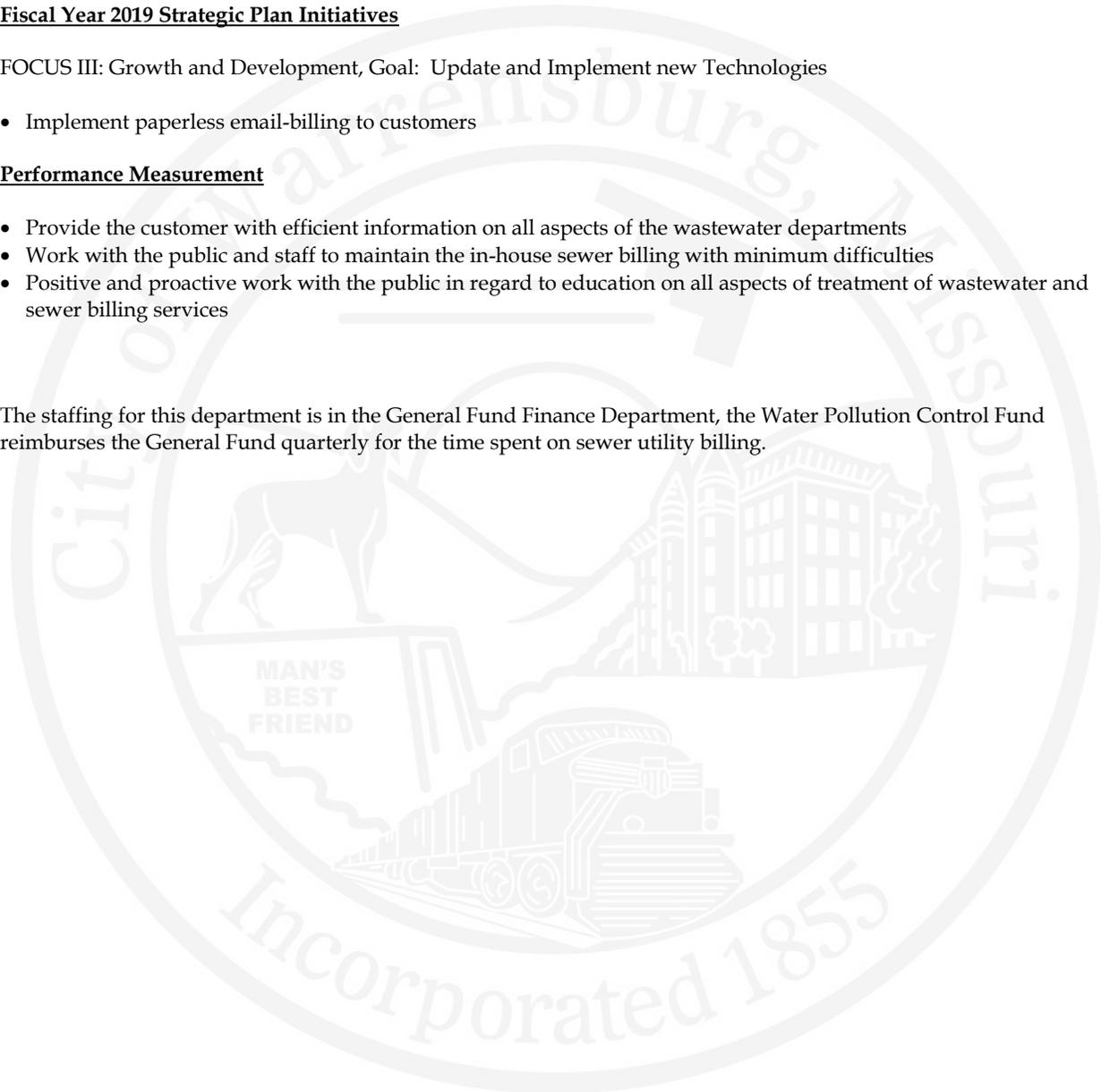
FOCUS III: Growth and Development, Goal: Update and Implement new Technologies

- Implement paperless email-billing to customers

Performance Measurement

- Provide the customer with efficient information on all aspects of the wastewater departments
- Work with the public and staff to maintain the in-house sewer billing with minimum difficulties
- Positive and proactive work with the public in regard to education on all aspects of treatment of wastewater and sewer billing services

The staffing for this department is in the General Fund Finance Department, the Water Pollution Control Fund reimburses the General Fund quarterly for the time spent on sewer utility billing.



WPC FINANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
COMMODITIES					
610-612-4109	OFFICE SUPPLIES	11,363	12,000	12,000	12,000
610-612-4114	SOFTWARE	-	8,500	8,500	8,500
TOTAL COMMODITIES		11,363	20,500	20,500	20,500
SERVICES					
610-612-5107	UTILITY - DATA ACCESS	480	500	500	540
610-612-5203	FINANCIAL SERVICES	23,569	25,000	25,000	25,000
610-612-5205	LABOR / LABOR & EQUIPMENT	54	720	720	720
610-612-5206	LEGAL SERVICES	-	2,000	2,000	2,000
610-612-5209	RENT / LEASE	4,282	4,389	4,389	4,389
610-612-5213	COLLECTION AGENCY FEES	1,594	2,000	2,000	2,000
610-612-5299	CONTRACTUAL - NON CATEGORIZED	8,510	8,900	8,900	8,900
610-612-5603	PRINTING AND BINDING	-	-	-	-
610-612-5704	SOFTWARE MAINTENANCE & REPAIR	10,063	8,813	8,813	8,813
TOTAL SERVICES		48,552	52,322	52,322	52,362
CAPITAL					
610-612-6202	EQUIPMENT - COMPUTERS	-	-	-	850
TOTAL CAPITAL		-	-	-	850
NON-CATEGORIZED					
610-612-9501	BAD DEBT	-	15,000	15,000	15,000
TOTAL NON-CATEGORIZED		-	15,000	15,000	15,000
TOTAL EXPENDITURES		59,915	87,822	87,822	88,712

WPC 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 2018 Accomplishments

- Reviewed and commented to MDNR on new plant operational permit requirements.
- Performed electrical use survey for more economical operations of the facilities to reduce electrical power consumption.
- Continue to adjust equipment startup times, thus limiting excessive peak loading to reduce electrical consumption. This is accomplished by offsetting motors during start up.
- Successfully treat the wastewater influent flow to consistently meet NPDES permit limits through precise computer programming and continued monitoring.
- Continue to work with food service establishments on reduction of discharge of Fats, Oils, and Grease (FOG)

Fiscal Year 2019 – Fiscal Year 2022 Strategic Plan initiatives:

- Continue successfully meeting the NPDES permit limitations at both treatment facilities.
- Participate in the EPA Storm Water Phase II Final Rule concerning public education of Illicit Discharge Detection and Elimination Minimum Control Measures.
- Complete and implement a Fats, Oil and Grease Management Policy through formal action of the Warrensburg City Council. The purpose of a policy is to establish uniform guidelines for pumping, cleaning, maintenance, and monitoring requirements minimizing the discharge of fats, oils, and grease (FOG) from the Food Service Establishments (FSE) pretreatment and other devices.
- Installation of a low temperature alarm at the West and East plants headworks structures.
- Review EPA's National Pretreatment Program (40 CFR) Streamlining rule for required changes and report any necessary modifications to the approval authority.
- 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.
- Construct Reed Drying Bed at the East Wastewater Facility.

Customer Focus

- Provide the customer with efficient sewer plant operations that continue to be in compliance with EPA and MDNR.

Strategies

- Educate the public in regards to the requirements and regulations of the governing agencies to better protect the environment.
- Proactively implement a Fat, Oils, and Grease Program (FOG) which will insure compliance with discharge regulations.
- Conduct "Open Houses" at the wastewater facilities to encourage the public to better understand the operations and processes involved in treating wastewater.

Performance Measurement

Through positive and proactive work with the public in regard to education on the benefits of reducing FOG, copper levels at the wastewater plants should be reduced by 50% in the first year.

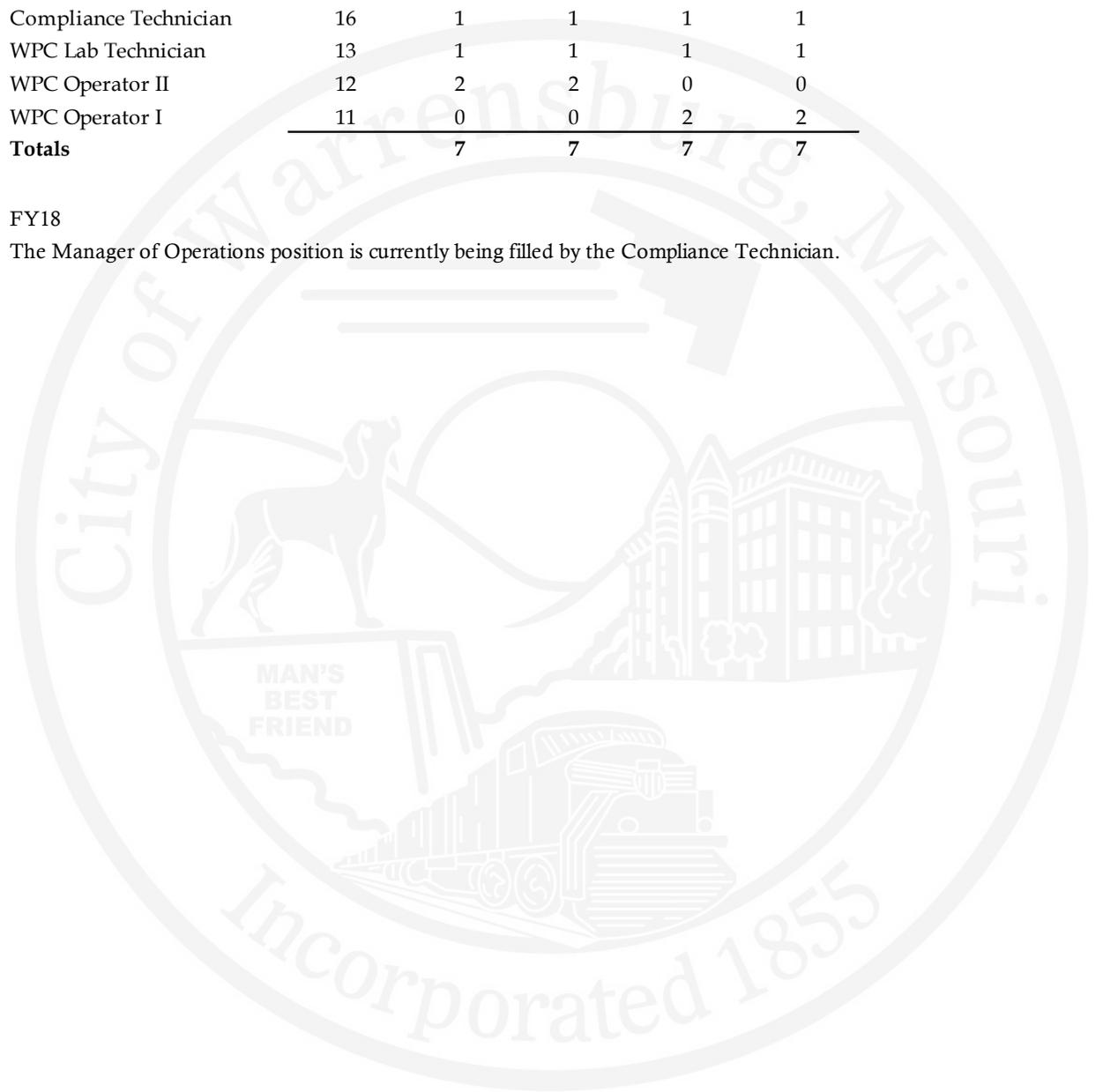
WPC TREATMENT PLANTS

Position Detail

	Salary Range	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget
Manager of Operations	17	1	1	1	1
WPC Operator III	16	2	2	2	2
Compliance Technician	16	1	1	1	1
WPC Lab Technician	13	1	1	1	1
WPC Operator II	12	2	2	0	0
WPC Operator I	11	0	0	2	2
Totals		7	7	7	7

FY18

The Manager of Operations position is currently being filled by the Compliance Technician.

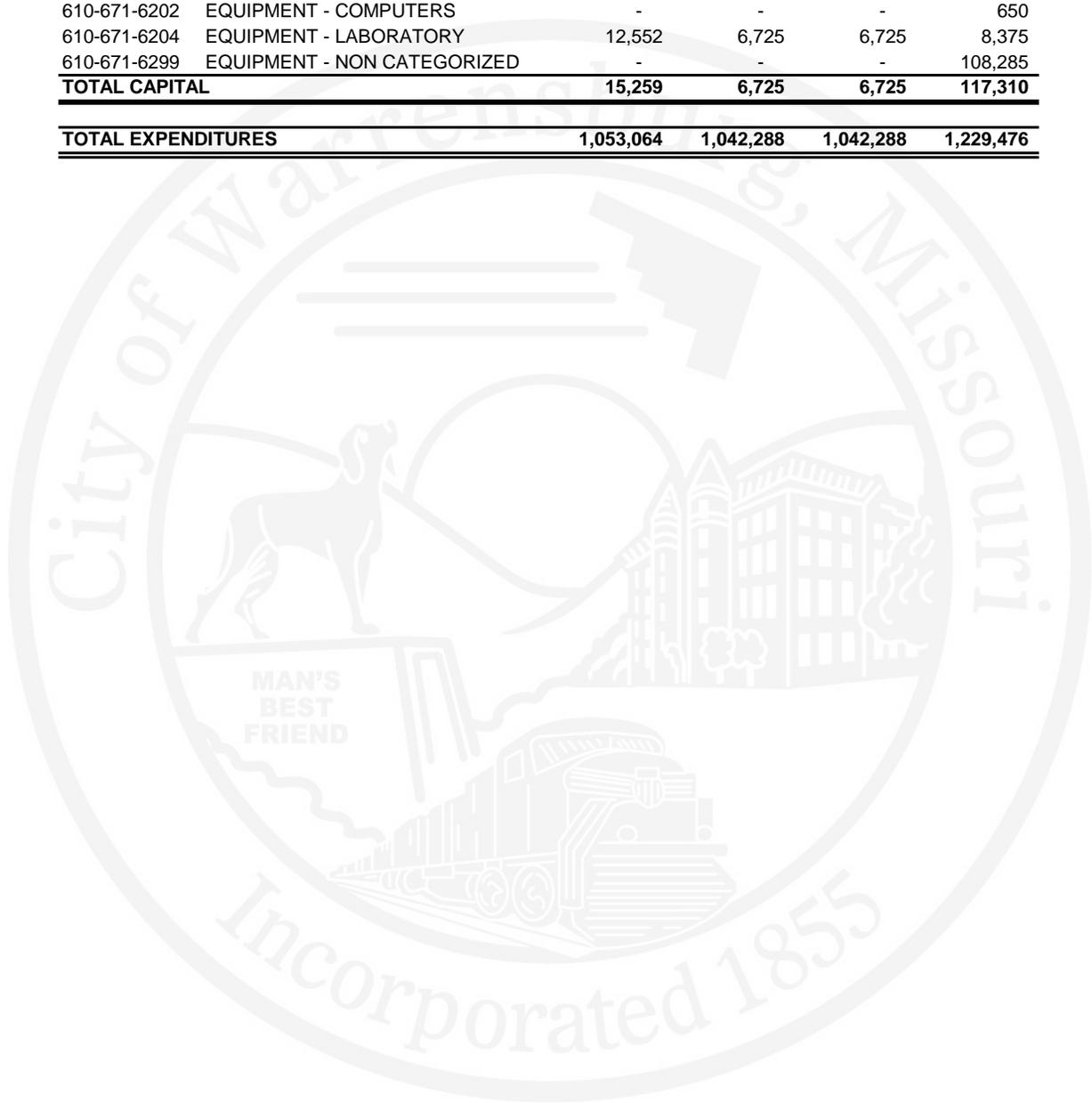


WPC TREATMENT PLANTS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
610-671-1101	WAGES	302,891	309,829	309,829	300,797
610-671-1103	WAGES - OVERTIME	23,268	23,247	23,247	23,247
610-671-1105	WAGES - SUPPLEMENTAL	1,280	960	960	780
610-671-2101	FICA TAXES	24,730	25,554	25,554	24,849
610-671-2201	RETIREMENT - LAGERS	17,890	20,710	20,710	21,114
610-671-2203	NET PENSION EXPENSE	32,854	-	-	-
610-671-2301	INSURANCE - DENTAL	3,871	5,818	5,818	5,818
610-671-2302	INSURANCE - HEALTH	37,463	40,917	40,917	40,688
610-671-2304	INSURANCE - LIFE	659	755	755	727
610-671-2305	INSURANCE - SHORT TERM DISABIL	1,254	1,361	1,361	1,417
610-671-2306	INSURANCE - LONG TERM DISABILI	613	665	665	692
610-671-2401	WORKER'S COMPENSATION	6,531	9,938	9,938	10,300
TOTAL PERSONNEL EXPENSES		453,303	439,755	439,755	430,429
COMMODITIES					
610-671-4102	CLOTHING	5,550	5,825	5,825	7,060
610-671-4103	COMPUTER SUPPLIES	352	500	500	500
610-671-4104	CUSTODIAL SUPPLIES	460	750	750	750
610-671-4105	LAB AND CHEMICALS	9,711	11,000	11,000	11,000
610-671-4106	LAWN AND FIELD CARE	1,092	2,300	2,300	2,700
610-671-4107	MAINTENANCE & REPAIR SUPPLIES	10,051	10,500	10,500	11,000
610-671-4108	MEETING SUPPLIES	-	100	100	100
610-671-4109	OFFICE SUPPLIES	441	600	600	1,650
610-671-4112	PUBLICATIONS	-	450	450	550
610-671-4114	SOFTWARE	180	165	165	340
610-671-4115	TOOLS	675	600	600	2,300
610-671-4199	SUPPLIES - NON CATEGORIZED	1,380	5,000	5,000	8,650
TOTAL COMMODITIES		29,892	37,790	37,790	46,600
SERVICES					
610-671-5101	UTILITY - ELECTRIC	299,755	285,000	285,000	285,000
610-671-5102	UTILITY - GAS	4,637	16,000	16,000	16,000
610-671-5103	UTILITY - WATER	2,023	2,150	2,150	2,150
610-671-5104	UTILITY - TRASH	3,289	3,050	3,050	3,050
610-671-5106	UTILITY - TELEPHONE	5,593	5,747	5,747	5,987
610-671-5107	UTILITY - DATA ACCESS	2,589	4,044	4,044	6,300
610-671-5108	FUEL	4,927	11,400	11,400	10,000
610-671-5205	LABOR / LABOR & EQUIPMENT	29,913	30,000	30,000	30,000
610-671-5206	LEGAL SERVICES	313	600	600	600
610-671-5209	RENT / LEASE	2,435	2,900	2,900	2,900
610-671-5211	LABORATORY TESTING	29,909	30,600	30,600	31,100
610-671-5299	CONTRACTUAL - NON CATEGORIZED	10,633	14,702	14,702	14,925
610-671-5404	SCHOOLS AND SEMINARS	1,145	2,300	2,300	2,800
610-671-5501	DUES AND MEMBERSHIPS	942	1,500	1,500	1,500
610-671-5601	ADVERTISING	387	550	550	550
610-671-5701	BUILDING MAINTENANCE & REPAIR	6,697	11,000	11,000	25,500
610-671-5703	EQUIPMENT MAINTENANCE & REPAIR	90,023	53,300	53,300	48,500
610-671-5706	VEHICLE MAINTENANCE & REPAIR	1,105	3,200	3,200	3,200
610-671-5799	MAINTENANCE & REPAIR - NON CAT	58,217	74,800	74,800	97,800
610-671-5901	ENGINEERING	-	5,000	5,000	5,000
610-671-5903	HEALTH AND WELLNESS	-	75	75	75
610-671-5904	EMPLOYMENT	78	100	100	100
610-671-5999	SERVICES - NON CATEGORIZED	-	-	-	42,100
TOTAL SERVICES		554,609	558,018	558,018	635,137

WPC TREATMENT PLANTS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
CAPITAL					
610-671-6201	EQUIPMENT - COMMUNICATIONS	2,707	-	-	-
610-671-6202	EQUIPMENT - COMPUTERS	-	-	-	650
610-671-6204	EQUIPMENT - LABORATORY	12,552	6,725	6,725	8,375
610-671-6299	EQUIPMENT - NON CATEGORIZED	-	-	-	108,285
TOTAL CAPITAL		15,259	6,725	6,725	117,310
TOTAL EXPENDITURES		1,053,064	1,042,288	1,042,288	1,229,476



WPC COLLECTIONS

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 2018 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.
- The Inflow and Infiltration Study was completed with staff continuing to implement repair portions of the 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.
- Completed all Department and Natural Resources Training Requirements.

Fiscal Year 2019 – Fiscal Year 2022 Strategic Plan Initiatives

FOCUS I: Investment in Infrastructure, Goal: Allocate resources efficiently to maintain existing infrastructure, while forecasting future needs and properly providing standards that ensure quality infrastructure for future growth.

- Continue with preventative sewer line maintenance program to reduce the incidents of sewer backups.
- Continue to work toward the goal of completing the cleaning, 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.
- Provide the best cost effective sanitary sewer service to the city’s customers while maintaining low rates.

Performance Measurement

- Upon completion of the Inflow and Infiltration Study, fund and improve areas of deficiency.
- Continue preventive line cleaning program to proactively prevent customer backups.
- Reduction of insurance claims.

Position Detail

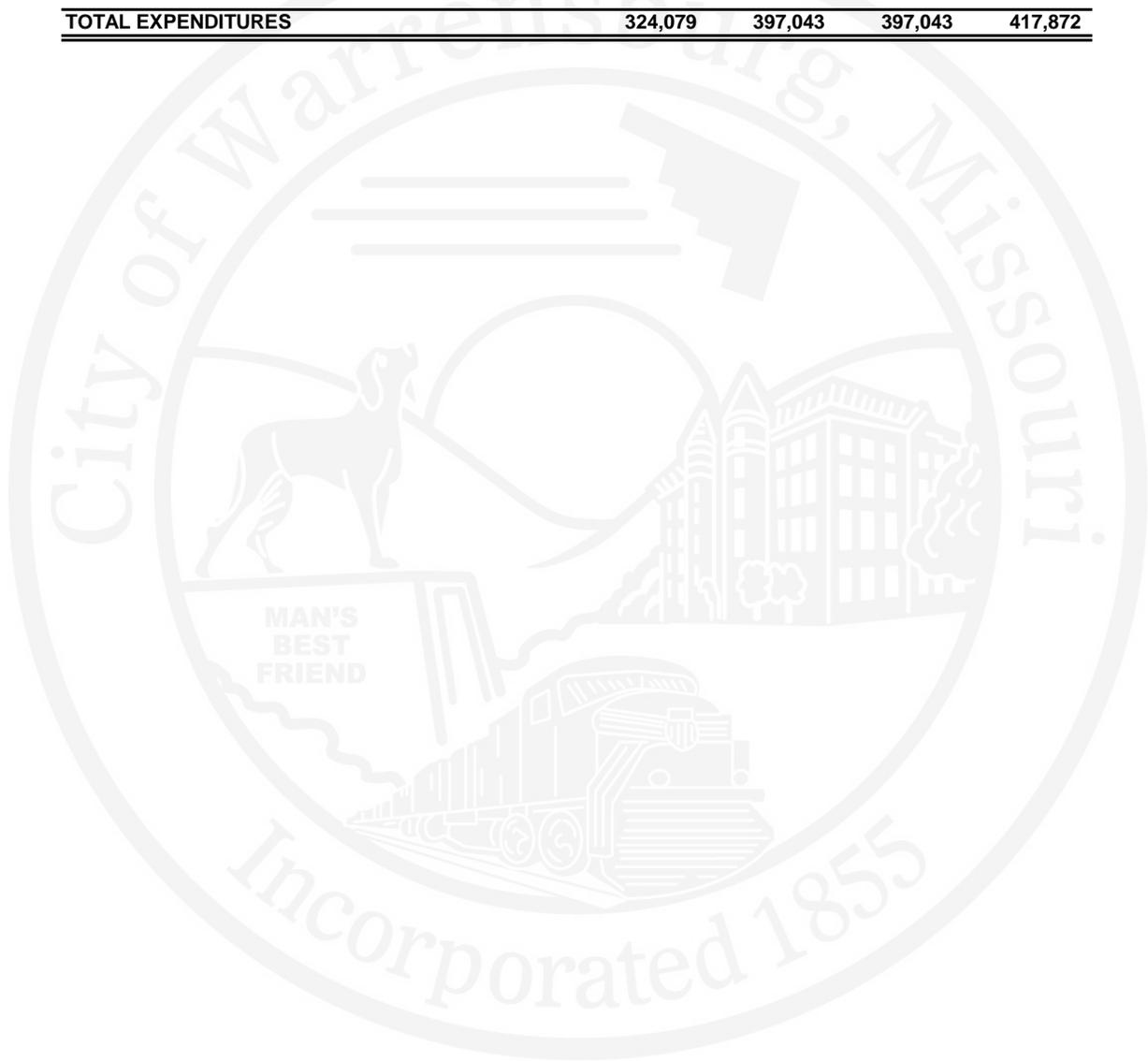
	Salary	FY16	FY17	FY18	FY19
	Range	Actual	Actual	Actual	Budget
Project Manager II	17	1	1	1	1
Utility Inspector	15	1	1	1	1
Collections Crew Leader	13	1	1	1	1
WPC Collections Operator II	12	1	1	0	0
WPC Collections Operator I	11	1	1	2	2
Totals		5	5	5	5

WPC COLLECTIONS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PERSONNEL EXPENSES					
610-672-1101	WAGES	167,326	178,467	178,467	178,930
610-672-1103	WAGES - OVERTIME	3,701	5,150	5,150	5,150
610-672-1105	WAGES - SUPPLEMENTAL	360	480	480	360
610-672-2101	FICA TAXES	12,967	14,083	14,083	14,110
610-672-2201	RETIREMENT - LAGERS	9,907	11,414	11,414	11,989
610-672-2203	NET PENSION EXPENSE	18,214	-	-	-
610-672-2301	INSURANCE - DENTAL	3,809	4,156	4,156	4,156
610-672-2302	INSURANCE - HEALTH	28,239	29,226	29,226	29,063
610-672-2304	INSURANCE - LIFE	373	431	431	433
610-672-2305	INSURANCE - SHORT TERM DISABIL	676	786	786	797
610-672-2306	INSURANCE - LONG TERM DISABILI	330	384	384	389
610-672-2401	WORKER'S COMPENSATION	4,824	6,647	6,647	7,800
TOTAL PERSONNEL EXPENSES		250,727	251,226	251,226	253,175
COMMODITIES					
610-672-4102	CLOTHING	5,509	5,000	5,000	5,000
610-672-4103	COMPUTER SUPPLIES	46	300	300	300
610-672-4104	CUSTODIAL SUPPLIES	76	250	250	250
610-672-4107	MAINTENANCE & REPAIR SUPPLIES	-	150	150	150
610-672-4108	MEETING SUPPLIES	25	100	100	100
610-672-4109	OFFICE SUPPLIES	445	1,575	1,575	750
610-672-4115	TOOLS	697	1,000	1,000	1,000
610-672-4199	SUPPLIES - NON CATEGORIZED	738	1,500	1,500	1,500
TOTAL COMMODITIES		7,537	9,875	9,875	9,050
SERVICES					
610-672-5101	UTILITY - ELECTRIC	17,866	17,874	17,874	17,874
610-672-5102	UTILITY - GAS	726	1,050	1,050	1,050
610-672-5103	UTILITY - WATER	831	775	775	775
610-672-5106	UTILITY - TELEPHONE	1,998	4,848	4,848	4,848
610-672-5107	UTILITY - DATA ACCESS	960	1,000	1,000	1,080
610-672-5108	FUEL	841	5,000	5,000	5,000
610-672-5205	LABOR / LABOR & EQUIPMENT	866	2,100	2,100	2,100
610-672-5206	LEGAL SERVICES	-	300	300	300
610-672-5209	RENT / LEASE	-	500	500	500
610-672-5299	CONTRACTUAL - NON CATEGORIZED	4,055	7,070	7,070	7,125
610-672-5401	TRAVEL - MEALS	-	100	100	100
610-672-5403	TRAVEL - ROOM	88	300	300	300
610-672-5404	SCHOOLS & SEMINARS	366	2,000	2,000	2,000
610-672-5501	DUES AND MEMBERSHIPS	335	625	625	625
610-672-5601	ADVERTISING	144	500	500	500
610-672-5603	PRINTING AND BINDING	-	150	150	150
610-672-5701	BUILDING MAINTENANCE & REPAIR	649	2,080	2,080	2,500
610-672-5703	EQUIPMENT MAINTENANCE & REPAIR	8,902	12,100	12,100	12,100
610-672-5706	VEHICLE MAINTENANCE & REPAIR	1,001	2,500	2,500	3,200
610-672-5799	MAINTENANCE & REPAIR - NON CAT	26,188	44,500	44,500	44,500
610-672-5904	EMPLOYMENT	-	150	150	200
610-672-5999	SERVICES - NON CATEGORIZED	-	420	420	420
TOTAL SERVICES		65,816	105,942	105,942	107,247

WPC COLLECTIONS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
CAPITAL					
610-672-6202	EQUIPMENT - COMPUTERS	-	-	-	900
610-672-6299	EQUIPMENT - NON CATEGORIZED	-	-	-	7,500
610-672-6501	VEHICLES	-	30,000	30,000	40,000
TOTAL CAPITAL		-	30,000	30,000	48,400
TOTAL EXPENDITURES		324,079	397,043	397,043	417,872



WPC COMMUNITY INVESTMENT PLAN

Water Pollution Control Community Investment Plan (CIP) was established for the construction of major capital projects that are a part of the sewer improvements program and to account for expenditures under the State Revolving Fund Program (SRF).

Fiscal Year 2018 Accomplishments

- Replaced a portion of outdated equipment and vehicles
- Continued Inflow and Infiltration Rehabilitation Program

Fiscal Year 2019 thru Fiscal Year 2023 Strategic Plan Initiatives

FOCUS I: Investment in Infrastructure, Goal 2: Infrastructure Investment Plan.

FOCUS III: Growth and Investment, Goal: Continued development to make our community more attractive, economically stronger and more socially diverse.

- Inflow and Infiltration Sewer Line Rehabilitation
- Inflow and Infiltration Sewer Manhole Rehabilitation
- Wastewater Treatment Plant Equipment Replacement
- Replant 4 Reed Beds annually
- East Plant Reed Drying Pad
- SCADA Engineering and Components Upgrade for two plants
- Ultraviolet Disinfection Upgrade

Within the approved Comprehensive Sewer Rate Study presented to Council, June 2014, specific policies and Target Financial Measures Shall be Developed to Create Stability in the Financial Status of the Utility.

Reserve Funds shall be segregated from other City funds (Enterprise Fund) using:

- Operating Reserves (Working Capital)
- Capital Reserves
- Impact (Capacity) Fee Reserve
- Emergency Reserve

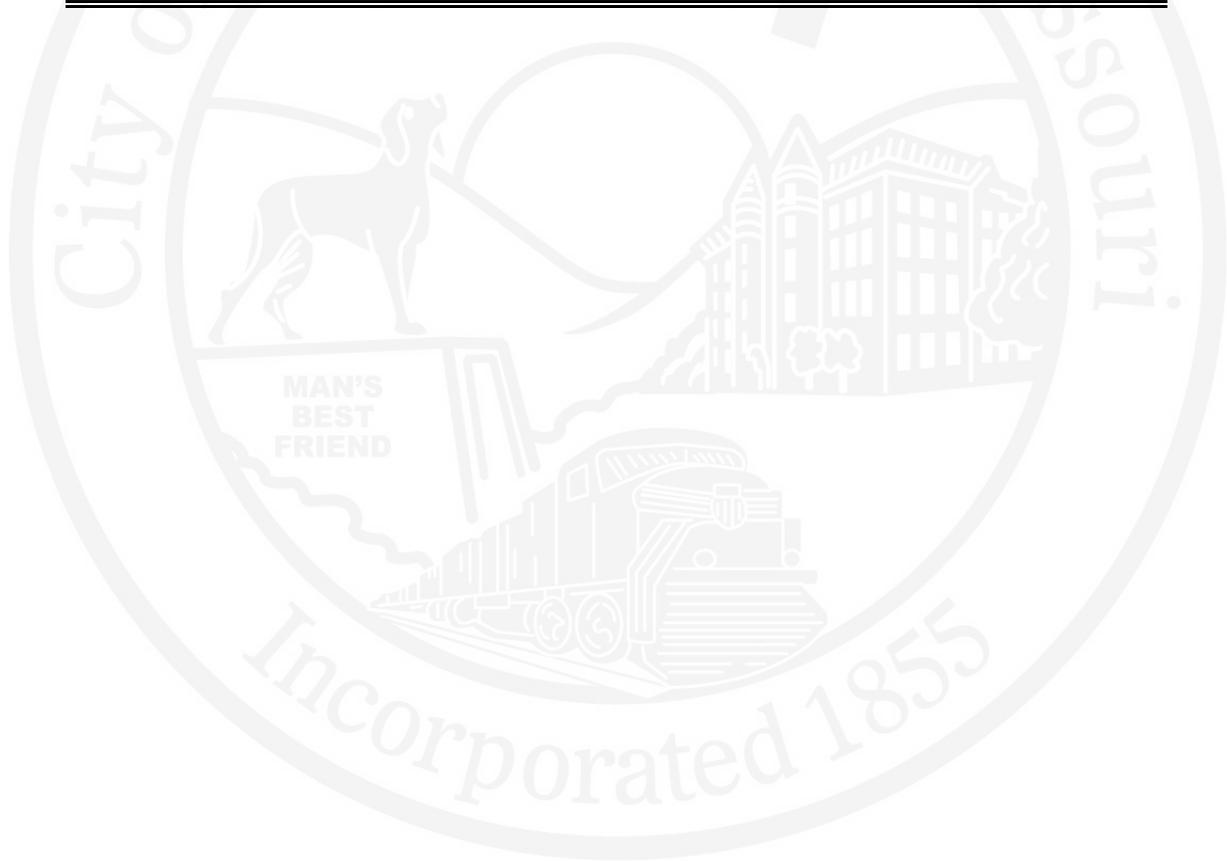
These Reserve funds will be implemented within the Enterprise Fund within the next 5 years.

Performance Measurement

- Provide the customer with a safe community by continuing to be in compliance with Environmental Protection Agency and Missouri Department of Natural Resources.
- Educate staff and public on future state and federal mandates that will affect all residents of Warrensburg.
- Positive and proactive work with the public in regard to education on all aspects of treatment of wastewater.

WPC COMMUNITY INVESTMENT PLAN

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
SERVICES					
610-680-5206	LEGAL SERVICES	250	1,000	1,000	1,300
610-680-5601	ADVERTISING	285	1,000	1,000	1,150
610-680-5901	ENGINEERING	45,725	-	-	50,000
610-680-5999	SERVICES - NON CATEGORIZED	26,650	98,000	186,322	189,000
TOTAL SERVICES		72,910	100,000	188,322	241,450
CAPITAL					
610-680-6301	SYSTEM SOFTWARE	74,882	-	-	-
610-680-6407	SEWER LINES	14,789	180,000	180,000	-
610-680-6499	INFRASTRUCTURE - NON CAT	-	-	-	199,550
610-680-6999	CAPITAL - NON CATEGORIZED	9,795	37,000	37,000	300,000
TOTAL CAPITAL		99,466	217,000	217,000	499,550
TOTAL EXPENDITURES		172,376	317,000	405,322	741,000



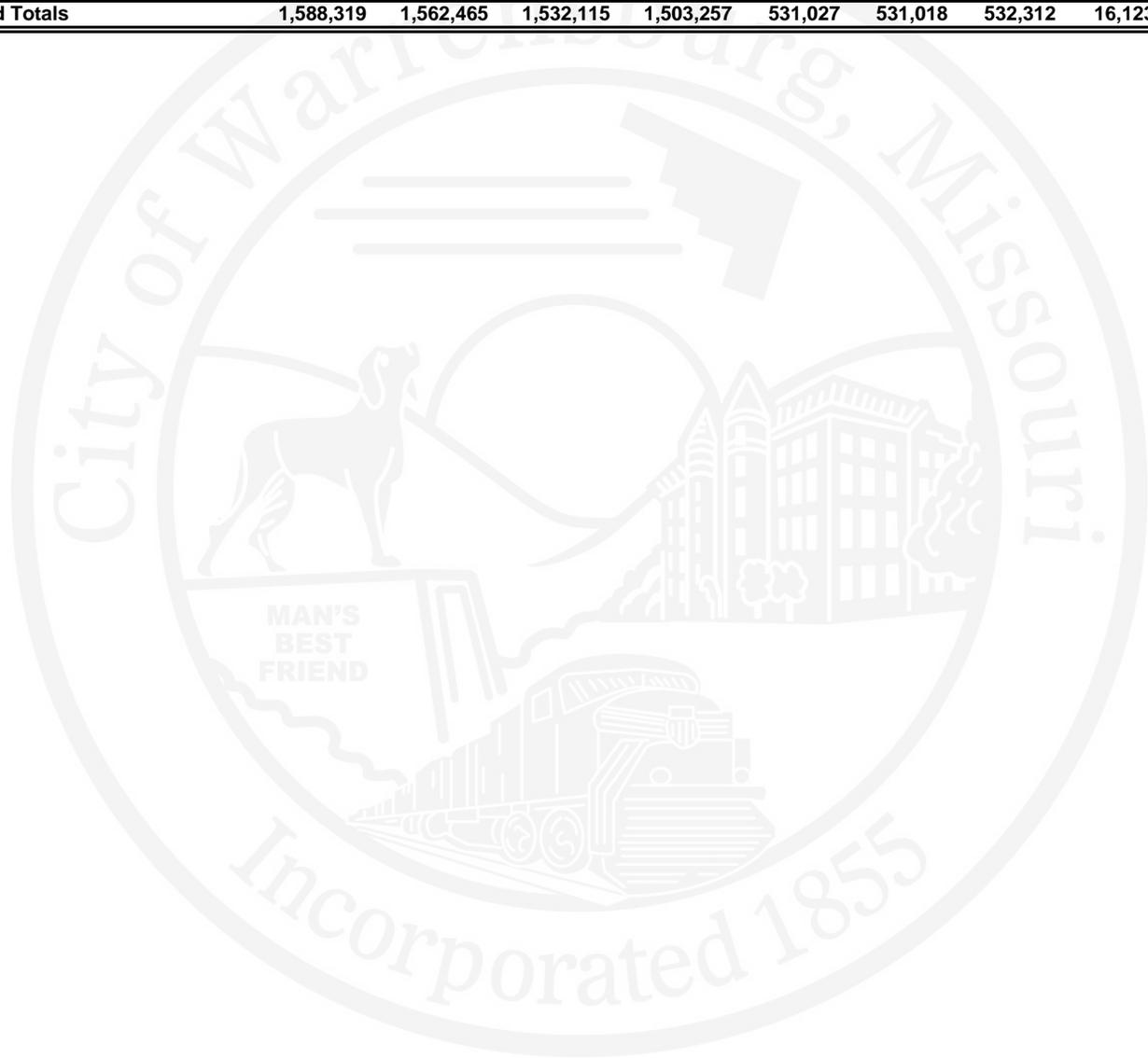
WPC DEBT SCHEDULE

ISSUANCE	PURCHASED	FY19	FY20	FY21	FY22	FY23
SRF 2007A Principal	Sewer Improvements	800,000	815,000	830,000	845,000	865,000
SRF 2007A Interest	Sewer Improvements	334,075	301,266	265,781	227,038	186,425
SRF 2007A Admin Fees	Sewer Improvements	55,799	50,087	44,268	38,342	32,309
2010 Direct Loan Principal	Lagoon Bypass	420,000	430,000	438,000	446,000	456,000
2010 Direct Loan Interest	Lagoon Bypass	81,992	75,739	69,345	62,833	56,196
2010 Direct Loan Admin Fees	Lagoon Bypass	27,700	25,588	23,428	21,288	18,985
Fund Totals		1,719,566	1,697,680	1,670,822	1,640,501	1,614,915



WPC DEBT SCHEDULE

ISSUANCE	FY24	FY25	FY26	FY27	FY28	FY29	FY30	TOTAL
SRF 2007A Principal	885,000	905,000	925,000	945,000				7,815,000
SRF 2007A Interest	147,075	106,775	63,312	20,672				1,652,419
SRF 2007A Admin Fees	26,132	19,814	13,352	6,747				286,850
								-
2010 Direct Loan Principal	464,000	474,000	483,000	493,000	503,000	513,000	524,500	5,644,500
2010 Direct Loan Interest	49,417	42,513	35,468	28,283	20,949	13,468	5,839	542,042
2010 Direct Loan Admin Fees	16,695	14,363	11,983	9,555	7,078	4,550	1,973	183,186
Fund Totals	1,588,319	1,562,465	1,532,115	1,503,257	531,027	531,018	532,312	16,123,997



TRUST FUNDS

The City of Warrensburg has four trust funds and a special revenue fund that is operated like a trust fund.

Stevenson Trust Fund

The Stevenson Fund resulted from a bequest from Charles Stevenson under his will dated 1928. The bequest is to be held in a trust by the City of Warrensburg. Funds are to be invested in "high grade securities" in the nature of US Treasury bonds, or state, or local bonds. The balance of the Fund as of October 1, 2016 is \$70,280.55 Ten percent of the annual income is to be retained in the fund, together with the principal of the fund to remain intact. The remainder of the funds are to be held and used for "charitable, educational, or library purposes"

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 Trust Fund. The same terms and conditions apply to the funds held, although the City has maintained a separate balance, and identity of the fund 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.

Ten percent of the annual income is to be retained in the fund, together with the principal of the fund to remain intact. The remainder of the funds are to be held and used for "charitable educational, or library purposes".

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 the expenses of administrating the fund. Ten (10) percent of all annual investment earnings shall be returned to 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.

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 of the fund to be given to the City to assist the "needy poor". The funds are restricted to use the 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.

Tri-Centennial Fund

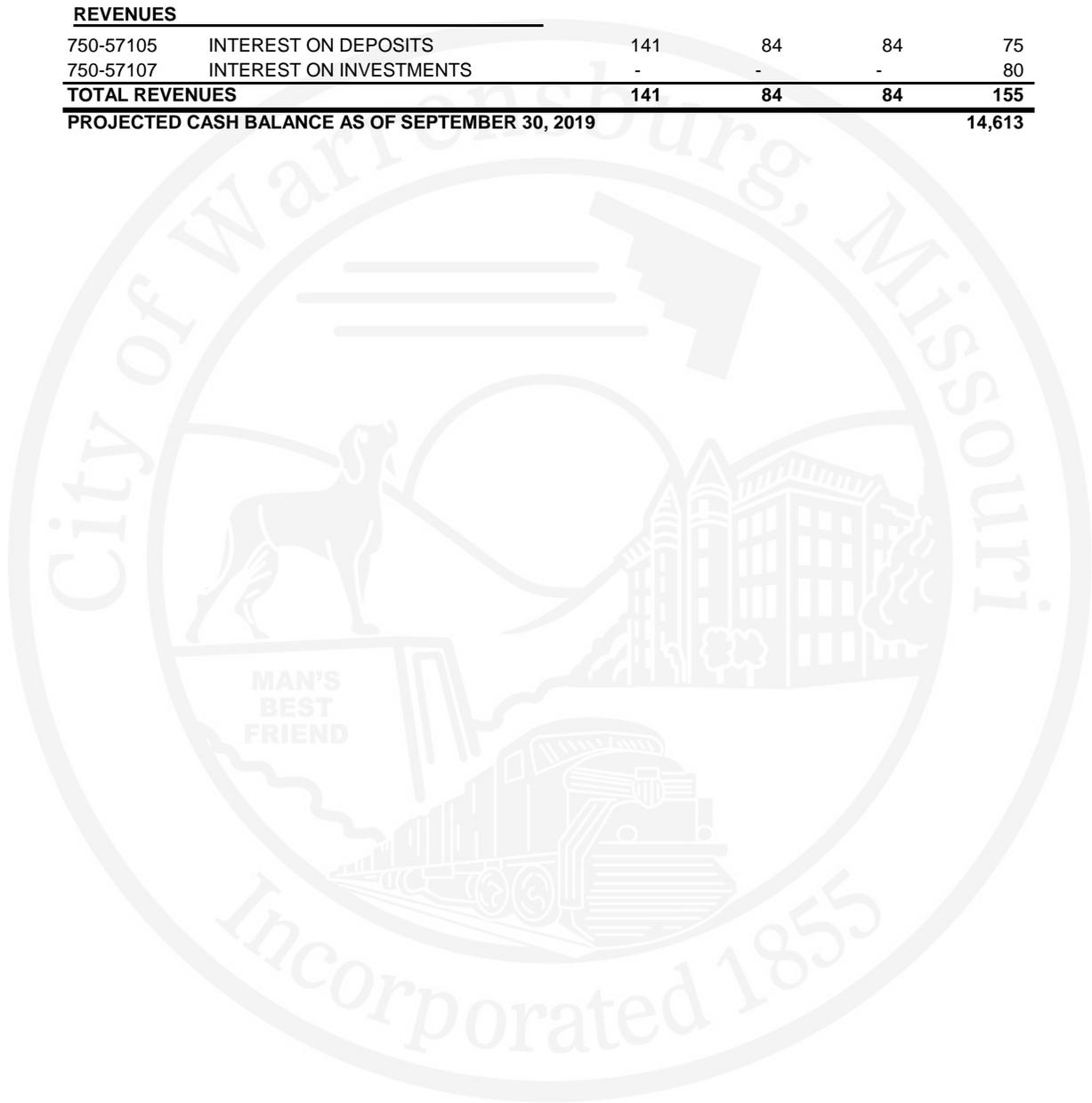
Tri-Centennial Special Revenue Fund was established with an initial \$1,000 contribution. The purpose of the fund is to accumulate monies to celebrate the 300th anniversary of the Country's founding, in the year 2076. The fund is operated like a trust fund, in that investment earnings from the fund's balance is maintained in the fund for use in accordance with the fund's purpose.

TRUST FUNDS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
STEVENSON TRUST FUND					
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					96,714
REVENUES					
710-57105	INTEREST ON DEPOSITS	1,378	841	841	730
710-57107	INTEREST ON INVESTMENTS	-	-	-	780
TOTAL REVENUES		1,378	841	841	1,510
EXPENDITURES					
710-611-9701	DONATIONS	3,400	2,000	2,000	2,000
TOTAL EXPENDITURES		3,400	2,000	2,000	2,000
REVENUES OVER (UNDER) EXPENDITURES		(2,022)	(1,159)	(1,159)	(490)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					96,224
BROWN TRUST					
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					25,756
REVENUES					
720-57105	INTEREST ON DEPOSITS	251	216	216	300
720-57107	INTEREST ON INVESTMENTS	-	-	-	150
TOTAL REVENUES		251	216	216	450
EXPENDITURES					
720-611-9701	DONATIONS	-	-	-	-
TOTAL EXPENDITURES		-	-	-	-
REVENUES OVER (UNDER) EXPENDITURES		251	216	216	450
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					26,206
ANDERSON - STEVENSON TRUST					
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					18,759
REVENUES					
730-57105	INTEREST ON DEPOSITS	182	114	114	300
730-57107	INTEREST ON INVESTMENTS	-	-	-	100
730-59110	DONATIONS	-	1,000	1,000	1,000
TOTAL REVENUES		182	1,114	1,114	1,400
EXPENDITURES					
730-611-9701	DONATIONS	-	1,000	1,000	1,000
TOTAL EXPENDITURES		-	1,000	1,000	1,000
REVENUES OVER (UNDER) EXPENDITURES		182	114	114	400
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					19,159
CRISSEY TRUST					
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					21,475
REVENUES					
740-57105	INTEREST ON DEPOSITS	209	124	124	350
740-57107	INTEREST ON INVESTMENTS	-	-	-	120
TOTAL REVENUES		209	124	124	470
EXPENDITURES					
740-611-9701	DONATIONS	-	600	600	600
TOTAL EXPENDITURES		-	600	600	600
REVENUES OVER (UNDER) EXPENDITURES		209	(476)	(476)	(130)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					21,345

TRUST FUNDS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
TRI-CENTENNIAL FUND					
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					14,458
REVENUES					
750-57105	INTEREST ON DEPOSITS	141	84	84	75
750-57107	INTEREST ON INVESTMENTS	-	-	-	80
TOTAL REVENUES		141	84	84	155
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					14,613



AGENCY FUNDS

Children's Memorial

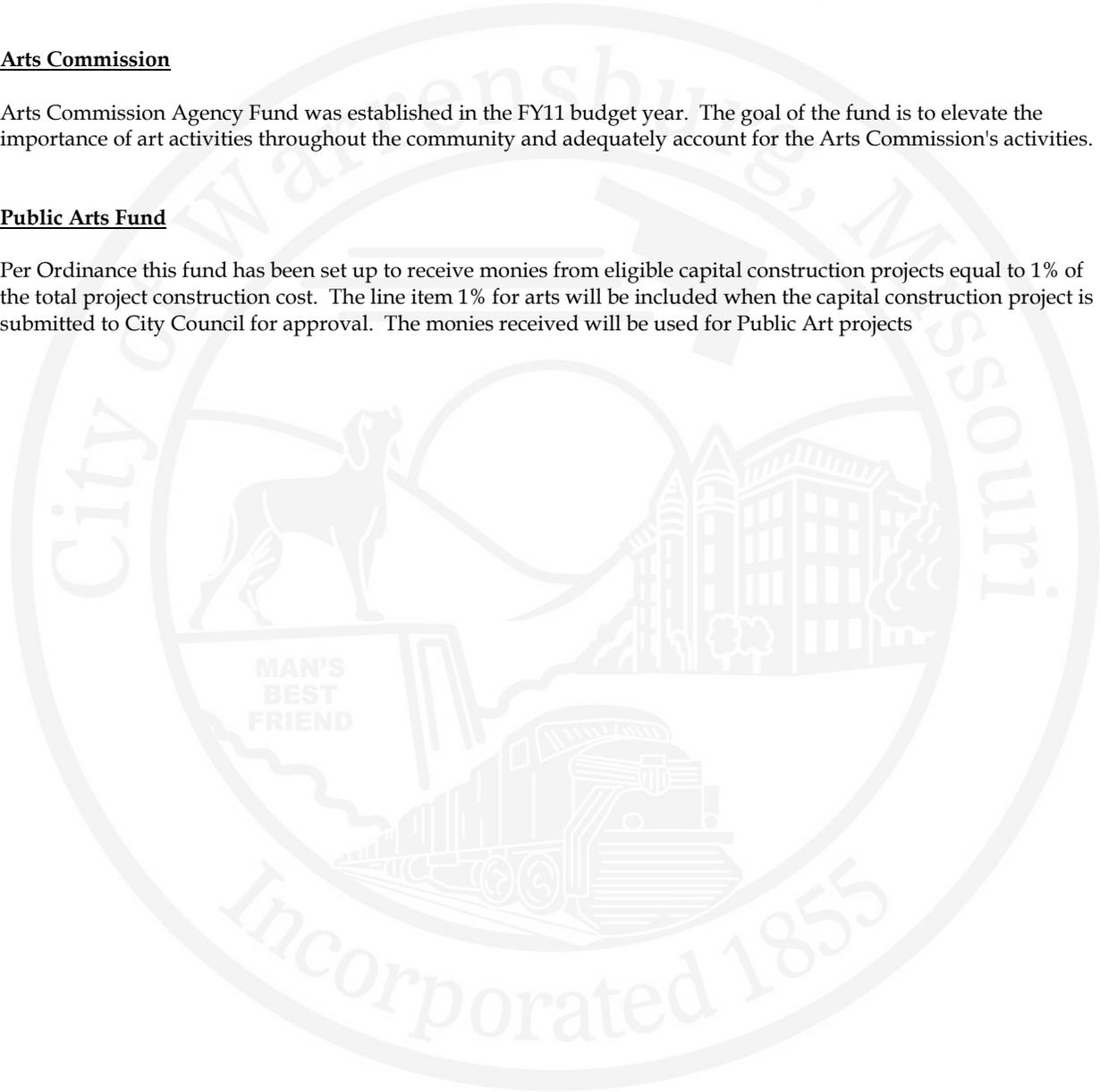
Children's Memorial Fund was established in 1999. The goal of the agency is to provide a permanent tribute to children who had untimely deaths and as a remembrance of families who have suffered this loss. In 2006, the Children's Memorial Advisory Committee requested that the area where the children statues 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 funded through donations from the greater Warrensburg area.

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.

Public Arts Fund

Per Ordinance this fund has been set up to receive monies from eligible capital construction projects equal to 1% of the total project construction cost. The line item 1% for arts will be included when the capital construction project is submitted to City Council for approval. The monies received will be used for Public Art projects



CHILDREN'S MEMORIAL FUND

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					30,173
REVENUES					
810-57105	INTEREST ON DEPOSITS	139	140	140	575
810-57107	INTEREST ON INVESTMENTS	-	-	-	100
810-59110	DONATIONS	13,926	8,000	8,000	10,000
TOTAL REVENUES		14,065	8,140	8,140	10,675
EXPENSES					
COMMODITIES					
810-611-4199	SUPPLIES - NON CATEGORIZED	332	-	-	-
TOTAL COMMODITIES		332	-	-	-
SERVICES					
810-611-5203	FINANCIAL SERVICES	45	-	-	-
810-611-5205	LABOR / LABOR & EQUIPMENTS	11,953	3,000	3,000	3,000
810-611-5601	ADVERTISING	-	1,000	1,000	1,200
810-611-5999	SERVICES - NON CATEGORIZED	-	2,000	2,000	5,800
TOTAL SERVICES		11,998	6,000	6,000	10,000
TOTAL EXPENDITURES		12,330	6,000	6,000	10,000
REVENUES OVER (UNDER) EXPENDITURES		1,735	2,140	2,140	675
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					30,848

ART COMMISSION FUND AND PUBLIC ARTS FUND

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					30,173
REVENUES					
820-52305	GRANTS - LOCAL	10,000	10,000	10,000	-
820-57105	INTEREST ON DEPOSITS	172	-	-	560
820-57107	INTEREST ON INVESTMENTS	-	-	-	200
TOTAL REVENUES		10,172	10,000	10,000	760
EXPENSES					
COMMODITIES					
820-611-4107	MAINTENANCE & REPAIR SUPPLIES	39	2,000	2,000	2,000
820-611-4108	MEETING SUPPLIES	71	500	500	500
820-611-4111	PROGRAM SUPPLIES	476	-	-	-
820-611-4199	SUPPLIES - NON CATEGORIZED	501	-	-	-
TOTAL COMMODITIES		1,087	2,500	2,500	2,500
SERVICES					
820-611-5203	FINANCIAL SERVICES	64	-	-	-
820-611-5205	LABOR / LABOR & EQUIPMENT	2,233	-	-	-
820-611-5206	LEGAL SERVICES	225	-	-	-
820-611-5209	RENT / LEASE	297	8,000	8,000	8,000
820-611-5299	CONTRACTUAL - NON CATEGORIZED	95	-	-	-
820-611-5404	SCHOOLS AND SEMINARS	250	1,500	1,500	1,500
820-611-5501	DUES AND MEMBERSHIPS	25	-	-	-
820-611-5601	ADVERTISING	440	1,000	1,000	1,000
TOTAL SERVICES		3,629	10,500	10,500	10,500
SERVICES					
820-611-9301	COMMUNITY AGREEMENT	2,052	3,000	3,000	4,500
820-611-9801	GRANTS	1,397	1,000	1,000	1,500
TOTAL SERVICES		3,449	4,000	4,000	6,000
TOTAL EXPENDITURES		8,164	17,000	17,000	19,000
REVENUES OVER (UNDER) EXPENDITURES		2,008	(7,000)	(7,000)	(18,240)

PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019 **11,933**

Public Arts Fund

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					710
REVENUES					
825-52305	GRANTS - LOCAL	-	-	-	-
825-57105	INTEREST ON DEPOSITS	7	-	-	12
825-57107	INTEREST ON INVESTMENTS	-	-	-	4
TOTAL REVENUES		7	-	-	16

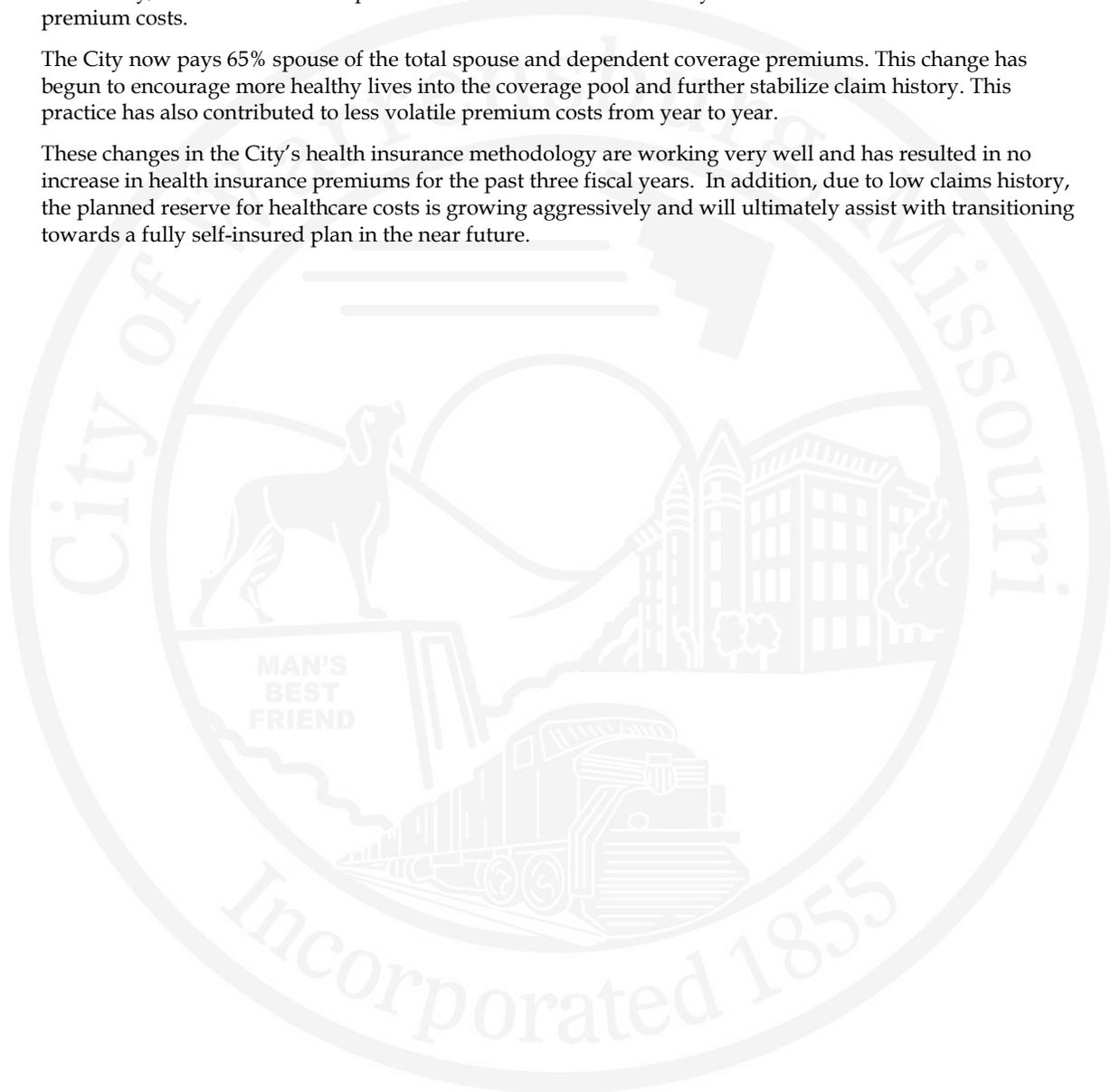
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019 **726**

SELF INSURANCE FUND

Beginning in fiscal year 2017, the City began making changes to healthcare insurance offered to full time employees. These changes included altering the financing model as well as increasing employer share in spousal and dependent coverage. Staff recommended moving away from a fully insured plan to a cost-plus, and ultimately to a fully self-insured plan. In this plan the City begins taking on more of the risk of claims costs which drives down the premium costs. In good claims years, with proper budgeting, there should be surplus funds that can be set aside for future bad claims years. Over time the claims reserve will grow sufficiently, and other insurance plans should be available for the City which will further drive down premium costs.

The City now pays 65% spouse of the total spouse and dependent coverage premiums. This change has begun to encourage more healthy lives into the coverage pool and further stabilize claim history. This practice has also contributed to less volatile premium costs from year to year.

These changes in the City's health insurance methodology are working very well and has resulted in no increase in health insurance premiums for the past three fiscal years. In addition, due to low claims history, the planned reserve for healthcare costs is growing aggressively and will ultimately assist with transitioning towards a fully self-insured plan in the near future.



SELF INSURANCE FUND

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					642,928
REVENUES					
900-50001	EMPLOYEE PREMIUM	115,816	-	170,000	175,000
900-50002	EMPLOYER SHARE PREMIUM	852,987	-	855,000	860,000
900-57105	INTEREST ON DEPOSITS	2,605	-	8,000	9,000
900-57107	INTEREST ON INVESTMENTS	-	-	1,400	3,000
TOTAL REVENUES		971,408	-	1,033,000	1,044,000
EXPENSES					
PERSONNEL EXPENSES					
900-699-2302	SELF INSURANCE EXPENSE	626,123	-	790,000	820,000
TOTAL COMMODITIES		626,123	-	790,000	820,000
SERVICES					
900-611-5203	FINANCIAL SERVICES	727	-	1,700	1,700
900-611-5910	WELLNESS PROGRAM	-	-	1,040	2,500
TOTAL SERVICES		727	-	2,740	4,200
TOTAL EXPENDITURES		626,850	-	792,740	824,200
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					862,728

THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

To compose the complete five-year fiscal forecast, the actual year-end amounts for the fiscal years of 2016 and 2017 have been included. 2018 amounts that are shown are based on the fiscal year 2018 current budget, and the fiscal year 2019 amounts are based on the fiscal year 2019 proposed budget.

The forecasted numbers for fiscal years 2020 through 2023 are based on linear, logarithmic, and year-over-year trends and assumptions that are described below in brief detail.

General Fund Revenue Trends and Forecasting Methodology:

To forecast the revenues for future fiscal years, a new approach was adopted for fiscal year 2018 and has continued with this budget. A rolling ten years of revenue data has been compiled to formulate a more complete picture of the revenue trends for the City of Warrensburg.

- Property Tax revenues are fixed in nature, but the growth within the greater Warrensburg area has led to a 10-year, year over year average trend increase of 2.4%. A slightly more conservative figure was budgeted at a flat 2% increase for FY19 and thereafter.
- Sales Tax revenues have increased at a yearly average of 2% over the past 10 years. The abnormal decrease in FY17, and the unforeseen 7% increase in actuals from FY17 to FY18 has caused a budgeting nightmare. Staff has decided to budget Sales Tax flat in FY19 when compared to FY18 actuals, however the budgeted FY19 number is 4.8% higher than what was budgeted in FY18.
- Franchise Tax revenues were on a downward trend, mostly due to residence and businesses becoming more energy efficient. But the increase in fee charges by local utility companies has all but made up for this trend. Staff has budgeted a 2% increase in FY19 but has chosen to stay on the conservative and forecast a 1% increase for the foreseeable future.
- Lodging Tax 10-year average increase is 2%, but with a new 91 room inn and construction in progress at another site, growth for lodging has been estimated at a 4% increase year over year.
- In FY18 Licenses, Permits, Fines, & Services continued an upward trend partially due to new construction and higher contractual prices. In FY18 we have budgeted for the trend to continue, followed by a 3% increase thereafter.
- Intra-governmental Service revenues are based on allocations of increases in components that include wages and utilities. With the new focus on correcting employee wages, FY19 will see a 6.8% increase followed by an assumed 3% increase year over year FY20-23.

General Fund Expenditures:

In fiscal year 2018, investments in the City workforce significantly increased the proposed budget. The City Council approved the implementation of the recommendations from the wage and benefits study, which resulted in a 7% average increase in wages for employees. Other expenditures in total are estimated at a year over year increase of 0.25%, for a combined weighted average increase of 1%. The City continues to work diligently to contain costs, but at the same time equip its employees with the necessary tools to do their duties efficiently.

General Fund Other Sources and Uses are based on Debt schedule transfers.

Capital Improvement Funds Revenues:

- From FY08 to FY18 Sales Tax has increased on average 2% per year. The abnormal decrease in FY17, and the unforeseen 7% increase in actuals from FY17 to FY18 has caused a budgeting nightmare. Staff has decided to budget Sales Tax flat in FY19 when compared to FY18 actuals, however the budgeted FY19 number is 4.8% higher than what was budgeted in FY18.
- Fuel Taxes and Vehicle Fees have been somewhat volatile over the last 10 years, but with the addition of a new truck stop along HWY 50, a 10% increase has been budgeted for FY19. A linear equation was formulated from a running five-year average, which produced a 4.4% average increase over the four-year period from FY20-FY23

THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

Community Investment Fund Expenditures are based upon the Five-Year Community Investment Plan (CIP) adopted by the City. Interested readers should refer to this document for more detailed information.

Capital Improvement Funds Other Sources and Uses are based on Debt schedule transfers.

Debt Service Fund forecasts are based on detailed Debt schedules. These schedules are located within the FY19 Budget document under Debt Service.

Neighborhood Improvement Districts Fund forecasts are based on detailed Debt schedules and Special Assessment revenues received from properties in the NID.

Parks and Recreation Fund Revenues:

- Property Tax revenues are fixed in nature, but the growth within the greater Warrensburg area has led to a 10-year, year over year average trend increase of 2.4%. A slightly more conservative figure was budgeted at a flat 2% increase for FY19 and thereafter.
- As with the General Fund and CIP, Sales Tax revenues have increased at a yearly average of 2% over the past 10 years. The abnormal decrease in FY17, and the unforeseen 7% increase in actuals from FY17 to FY18 has caused a budgeting nightmare. Staff has decided to budget Sales Tax flat in FY19 when compared to FY18 actuals, however the budgeted FY19 number is 4.8% higher than what was budgeted in FY18.
- User Fee and Merchandise Sales revenues are affected to a large degree by weather and staffing for program design and coordination. Parks is anticipating a more stable environment, starting from a reduced base, and targeted efforts aimed specifically at increasing these revenues. A liner equation was formulated from a running five-year average, which produced an average 3% increase for FY20-FY23.

Parks and Recreation Fund Expenditures the same methodology, rationale, and assumptions are used for the Parks and Recreation Fund expenditure forecasts as explained above for the General Fund. The capital expenditures forecasts for FY19-23 were based on the detailed in the Five Year Community Investment Plan (CIP). Interested readers should refer to this document for more detailed information.

Parks and Recreation Fund Other Sources and Uses are based upon transfers in accordance with debt schedules.

Water Pollution Control Fund Revenues:

- As an enterprise fund, the fund is managed to be self-sufficient from user fees. Accordingly, rates are reviewed at least annually to ensure that the costs of delivering these services are being covered. In FY17 the City conducted a comprehensive sewer rate study of the fixed portion of the sewer rates. This study has insured that revenues generated will cover the expenses of the fund. This study is ongoing and continues to analyze revenues and cost on a year to year basis. Much of this forecast is based upon the work conducted in this study.
- Permits and Connection fees are forecasted at a 0.5% increase year over year FY19-23
- The comprehensive sewer rate study recommended a service revenue increase of 3.5% per year for FY18-22.

Water Pollution Control Fund Expenditures the same methodology, rationale, and assumptions are used for the Water Pollution Control Fund expenditure forecasts as explained above for the General Fund, along with payments made in accordance with debt schedules.



THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget
General Fund				
Revenues				
Property Taxes	\$ 779,593	\$ 798,131	\$ 812,400	\$ 828,400
Sales & Use Taxes	4,347,055	4,214,360	4,340,000	4,550,000
Franchise Taxes	2,513,128	2,577,786	2,570,000	2,630,000
Tax - Non Categorized	106,647	115,447	116,000	135,000
Grants	35,019	61,712	143,000	10,000
Licenses, Permits, Fines, & Services	744,357	777,356	840,030	861,456
Intra-government Services/Reimburse ¹	548,054	830,335	846,020	904,199
Other Revenues	139,206	996,840	116,017	408,020
Total Revenues	<u>\$ 9,213,059</u>	<u>\$ 10,371,966</u>	<u>\$ 9,783,467</u>	<u>\$ 10,327,075</u>
Expenditures				
City Council / Legislative	\$ 9,486	\$ 7,805	\$ 15,758	\$ 118,723
City Clerk	69,827	90,753	76,902	79,860
City Manager	171,108	230,987	239,639	230,744
Municipal Court	150,716	130,991	154,686	171,905
Legal Services	38,551	17,035	20,000	20,000
Public Information	3,622	4,847	8,480	-
Human Resources	84,514	114,062	191,387	174,960
General Administration	428,459	424,625	487,682	462,103
Finance	401,322	432,565	456,567	501,779
Information Technology	439,733	474,113	557,652	587,352
Buildings And Grounds	262,649	331,105	272,565	196,643
Emergency Management	16,827	13,821	16,200	15,950
Fire Protection	1,954,078	2,562,190	2,148,923	2,189,067
Law Enforcement	2,583,314	3,056,225	3,003,197	2,896,811
Animal Control	217,470	236,176	265,310	264,783
Animal Control Donation	3,798	-	1,000	500
Community Development	457,970	468,272	517,300	544,437
Economic Development	275,947	274,162	267,151	259,114
Street Maintenance	1,222,626	1,524,252	1,765,768	1,828,100
Cemetery	101,166	164,944	165,881	166,815
Cemetery Donations	5,941	-	1,500	1,500
Total Expenditures	<u>\$ 8,899,124</u>	<u>\$ 10,558,930</u>	<u>\$ 10,633,547</u>	<u>\$ 10,711,145</u>
Revenues Over (Under) Expenditures	<u>\$ 313,935</u>	<u>\$ (186,964)</u>	<u>\$ (850,080)</u>	<u>\$ (384,070)</u>
Other Sources (Uses) Of Funds	30,230	(278,971)	(109,298)	(122,773)
Net Sources Over (Under) Uses	<u><u>\$ 344,165</u></u>	<u><u>\$ (465,934)</u></u>	<u><u>\$ (959,378)</u></u>	<u><u>\$ (506,843)</u></u>



THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget
210-Community Investment Plan				
Revenues				
Sales & Use Taxes				
Fuel Taxes & Vehicle Fees	\$ 725,048	755,244	764,000	846,000
Other Grants	45,198	14,067	346,248	346,248
Other Revenues	7,226	6,632	6,050	14,000
Total Revenues	<u>\$ 777,472</u>	<u>\$ 775,943</u>	<u>\$ 1,116,298</u>	<u>\$ 1,206,248</u>
Capital Improvement Expenditures	\$ 889,808	810,407	1,449,801	1,346,076
Revenues Over (Under) Expenditures	<u>\$ (112,336)</u>	<u>\$ (34,464)</u>	<u>\$ (333,503)</u>	<u>\$ (139,828)</u>
Other Sources (Uses) Of Funds	\$ (60,410)	\$ (31,498)	\$ 13,502	\$ -
Net Sources Over (Under) Uses	<u><u>\$ (172,746)</u></u>	<u><u>\$ (65,963)</u></u>	<u><u>\$ (320,001)</u></u>	<u><u>\$ (139,828)</u></u>
215-Community Investment Plan 1/2 CENT				
Revenues				
Sales & Use Taxes	\$ 1,759,480	1,700,737	1,733,050	1,820,000
Fuel Taxes & Vehicle Fees	-	-	-	-
Other Grants	-	-	380,000	-
Other Revenues	5,510	7,385	9,050	17,000
Total Revenues	<u>\$ 1,764,990</u>	<u>\$ 1,708,122</u>	<u>\$ 2,122,100</u>	<u>\$ 1,837,000</u>
Capital Improvement Expenditures	\$ 563,376	490,953	967,309	721,568
Revenues Over (Under) Expenditures	<u>\$ 1,201,614</u>	<u>\$ 1,217,170</u>	<u>\$ 1,154,791</u>	<u>\$ 1,115,432</u>
Other Sources (Uses) Of Funds	\$ (1,196,097)	\$ (1,343,347)	\$ (1,340,227)	\$ (1,374,622)
Net Sources Over (Under) Uses	<u><u>\$ 5,517</u></u>	<u><u>\$ (126,178)</u></u>	<u><u>\$ (185,436)</u></u>	<u><u>\$ (259,190)</u></u>
225-General Obligation Fund				
Revenues				
Property Taxes		\$ -	\$ 1,200,000	\$ 1,050,000
Bond Proceeds		5,864,262	-	-
Other Revenues		3,813	-	15,000
Total Revenues	<u>\$ -</u>	<u>\$ 5,868,075</u>	<u>\$ 1,200,000</u>	<u>\$ 1,065,000</u>
Capital Improvement Expenditures		\$ 164,349	\$ 3,699,711	\$ 1,716,211
Revenues Over (Under) Expenditures	<u>\$ -</u>	<u>\$ 5,703,726</u>	<u>\$ (2,499,711)</u>	<u>\$ (651,211)</u>
Other Sources (Uses) Of Funds	\$ -	\$ -	\$ (943,900)	\$ (983,575)
Net Sources Over (Under) Uses	<u><u>\$ -</u></u>	<u><u>\$ 5,703,726</u></u>	<u><u>\$ (3,443,611)</u></u>	<u><u>\$ (1,634,786)</u></u>
310-Debt Service				
Revenues	\$ 172,079	\$ 8,093	\$ -	\$ -
Debt Service Expenditures	\$ 1,737,373	\$ 1,885,617	\$ 2,668,579	\$ 2,753,559
Revenues Over (Under) Expenditures	<u>\$ (1,565,294)</u>	<u>\$ (1,877,524)</u>	<u>\$ (2,668,579)</u>	<u>\$ (2,753,559)</u>
Other Sources (Uses) Of Funds	\$ 1,574,238	\$ 1,880,193	\$ 2,668,579	\$ 2,753,559
Net Sources Over (Under) Uses	<u><u>\$ 8,944</u></u>	<u><u>\$ 2,669</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget
410-Neighborhood Improvement Districts				
Revenues	\$ 108,759	\$ 68,906	\$ 572,830	\$ 274,610
Debt Service & Other Expenditures	\$ 267,132	\$ 264,241	\$ 307,528	\$ 262,366
Revenues Over (Under) Expenditures	<u>\$ (158,373)</u>	<u>\$ (195,335)</u>	<u>\$ 265,302</u>	<u>\$ 12,244</u>
Other Sources (Uses) Of Funds	\$ -	\$ -	\$ -	\$ -
Net Sources Over (Under) Uses	<u>\$ (158,373)</u>	<u>\$ (195,335)</u>	<u>\$ 265,302</u>	<u>\$ 12,244</u>
430-Parks & Recreation				
Revenues				
Property Taxes	\$ 421,709	431,688	433,500	452,700
Sales & Use Taxes	1,278,243	1,234,525	1,274,000	1,323,000
Grants	10,000	-	120,000	90,000
User Fees & Merchandise Sales	802,276	711,882	877,050	794,550
Other Revenues	25,934	89,688	214,741	162,700
Total Revenues	<u>\$ 2,538,162</u>	<u>\$ 2,467,783</u>	<u>\$ 2,919,291</u>	<u>\$ 2,822,950</u>
Expenditures				
Administration	\$ 389,320	\$ 472,828	\$ 747,668	\$ 685,192
Maintenance	460,695	461,021	421,361	444,165
Recreation Programs	742,101	933,447	898,971	930,511
Community Center	555,370	401,754	718,557	489,264
Total Expenditures	<u>\$ 2,147,486</u>	<u>\$ 2,269,050</u>	<u>\$ 2,786,557</u>	<u>\$ 2,549,132</u>
Revenues Over (Under) Expenditures	<u>\$ 390,676</u>	<u>\$ 198,733</u>	<u>\$ 132,734</u>	<u>\$ 273,818</u>
Other Sources (Uses) Of Funds	\$ (347,961)	\$ (226,377)	\$ (287,867)	\$ (272,588)
Net Sources Over (Under) Uses	<u>\$ 42,715</u>	<u>\$ (27,644)</u>	<u>\$ (155,133)</u>	<u>\$ 1,230</u>
610-Water Pollution Control				
Revenues				
Permits & Connections	\$ 150	\$ 150	\$ 500	\$ 500
User Fees & Services	4,120,794	4,240,335	4,256,500	4,511,500
Interest Credit On Debt	312,039	302,031	270,100	270,190
Other Revenues	-	-	-	-
Total Revenues	<u>\$ 4,432,983</u>	<u>\$ 4,542,516</u>	<u>\$ 4,527,100</u>	<u>\$ 4,782,190</u>
Expenditures				
Administration, Interest, Depreciation	\$ 2,313,302	\$ 2,253,385	\$ 2,240,044	\$ 2,156,597
Intra-government Services	386,649	615,129	630,814	667,000
Finance	-	59,915	87,822	88,712
Plant Operations	1,017,531	1,053,064	1,042,288	1,227,488
Wastewater Collections Operations	330,866	324,079	397,043	415,866
Other Capital Maintenance	-	172,376	405,322	741,000
Total Expenditures	<u>\$ 4,048,348</u>	<u>\$ 4,477,947</u>	<u>\$ 4,803,334</u>	<u>\$ 5,296,663</u>
Net Operating Income (Loss)	<u>\$ 384,634</u>	<u>\$ 64,569</u>	<u>\$ (276,234)</u>	<u>\$ (514,473)</u>
Gain (Loss) On Sale of Assets	\$ -	\$ -	\$ -	\$ -
Net Income (Loss)	<u>\$ 384,634</u>	<u>\$ 64,569</u>	<u>\$ (276,234)</u>	<u>\$ (514,473)</u>
All funds Net Income (Loss)	<u>\$ 475,474</u>	<u>\$ 4,231,864</u>	<u>\$ (6,494,355)</u>	<u>\$ (3,041,646)</u>

THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

Description	FY 2020 Forecasted Budget	FY 2021 Forecasted Budget	FY 2022 Forecasted Budget	FY 2023 Forecasted Budget
General Fund				
Revenues				
Property Taxes	\$ 844,433	\$ 861,530	\$ 878,627	\$ 895,724
Sales & Use Taxes	4,810,640	4,930,734	5,050,828	5,170,922
Franchise Taxes	2,656,300	2,682,863	2,709,692	2,736,789
Tax - Non Categorized	140,501	151,365	162,229	173,093
Grants	170,434	174,786	183,489	183,489
Licenses, Permits, Fines, & Services	904,504	927,350	938,774	938,774
Intra-government Services/Reimburse ¹	931,325	959,265	988,043	1,017,684
Other Revenues	94,893	102,332	109,771	117,210
Total Revenues	\$ 10,553,030	\$ 10,790,225	\$ 11,021,453	\$ 11,233,685
Expenditures				
City Council / Legislative	\$ 120,653	\$ 122,613	\$ 123,686	\$ 124,768
City Clerk	81,158	82,476	83,198	83,926
City Manager	234,494	238,304	240,390	242,493
Municipal Court	174,699	177,537	179,091	180,658
Legal Services	20,325	20,655	20,836	21,018
Public Information	-	-	-	-
Human Resources	177,803	180,692	182,273	183,868
General Administration	469,612	477,243	481,419	485,631
Finance	509,932	518,219	522,753	527,327
Information Technology	596,897	606,596	611,904	617,258
Buildings And Grounds	199,838	203,085	204,862	206,655
Emergency Management	16,209	16,473	16,617	16,762
Fire Protection	2,224,639	2,260,790	2,280,571	2,300,526
Law Enforcement	2,943,884	2,991,722	3,017,900	3,044,306
Animal Control	269,086	273,458	275,851	278,265
Animal Control Donation	508	516	521	525
Community Development	553,284	562,275	567,195	572,158
Economic Development	263,325	267,604	269,945	272,307
Street Maintenance	1,857,806	1,887,996	1,904,516	1,921,180
Cemetery	169,525	172,280	173,788	175,308
Cemetery Donations	2,000	2,000	2,500	2,500
Total Expenditures	\$ 10,885,677	\$ 11,062,537	\$ 11,159,816	\$ 11,257,443
Revenues Over (Under) Expenditures	\$ (332,647)	\$ (272,311)	\$ (138,364)	\$ (23,758)
Other Sources (Uses) Of Funds	(64,298)	(64,298)	(32,149)	(32,149)
Net Sources Over (Under) Uses	\$ (396,945)	\$ (336,610)	\$ (170,513)	\$ (55,907)



THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

Description	FY 2020 Forecasted Budget	FY 2021 Forecasted Budget	FY 2022 Forecasted Budget	FY 2023 Forecasted Budget
210-Community Investment Plan				
Revenues				
Sales & Use Taxes				
Fuel Taxes & Vehicle Fees	846,000	846,000	846,000	846,000
Other Grants	-			
Other Revenues	15,400.00	16,940.00	18,634.00	20,497.40
Total Revenues	\$ 861,400	\$ 862,940	\$ 864,634	\$ 866,497
Capital Improvement Expenditures	764,500	784,500	804,500	804,500
Revenues Over (Under) Expenditures	\$ 96,900	\$ 78,440	\$ 60,134	\$ 61,997
Other Sources (Uses) Of Funds	\$ -	\$ -	\$ 1	\$ 1
Net Sources Over (Under) Uses	\$ 96,900	\$ 78,440	\$ 60,135	\$ 61,998
215-Community Investment Plan 1/2 CENT				
Revenues				
Sales & Use Taxes	1,918,608	1,965,338	2,012,068	2,058,798
Fuel Taxes & Vehicle Fees	-	-	-	-
Other Grants	-	-	-	-
Other Revenues	17,170	17,342	17,515	17,690
Total Revenues	\$ 1,935,778	\$ 1,982,679	\$ 2,029,583	\$ 2,076,488
Capital Improvement Expenditures	358,425	367,250	298,850	298,850
Revenues Over (Under) Expenditures	\$ 1,577,353	\$ 1,615,429	\$ 1,730,733	\$ 1,777,638
Other Sources (Uses) Of Funds	\$ (1,425,888)	\$ (1,461,170)	\$ (1,398,411)	\$ (1,398,411)
Net Sources Over (Under) Uses	\$ 151,465	\$ 154,259	\$ 332,322	\$ 379,227
225-General Obligation Fund				
Revenues				
Property Taxes	\$ 1,070,322	\$ 1,091,992	\$ 1,113,663	\$ 1,135,333
Bond Proceeds	-	-	-	-
Other Revenues	-	-	-	-
Total Revenues	\$ 1,070,322	\$ 1,091,992	\$ 1,113,663	\$ 1,135,333
Capital Improvement Expenditures				
Revenues Over (Under) Expenditures	\$ 1,070,322	\$ 1,091,992	\$ 1,113,663	\$ 1,135,333
Other Sources (Uses) Of Funds	\$ (995,000)	\$ (1,003,700)	\$ (1,020,400)	\$ (1,020,400)
Net Sources Over (Under) Uses	\$ 75,322	\$ 88,292	\$ 93,263	\$ 114,933
310-Debt Service				
Revenues	\$ -	\$ -	\$ 1	\$ 1
Debt Service Expenditures	\$ 2,793,537	\$ 2,834,567	\$ 2,767,107	\$ 2,767,107
Revenues Over (Under) Expenditures	\$ (2,793,537)	\$ (2,834,567)	\$ (2,767,106)	\$ (2,767,106)
Other Sources (Uses) Of Funds	\$ 2,793,537	\$ 2,834,567	\$ 2,767,106	\$ 2,767,106
Net Sources Over (Under) Uses	\$ -	\$ -	\$ -	\$ -

THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

Description	FY 2020 Forecasted Budget	FY 2021 Forecasted Budget	FY 2022 Forecasted Budget	FY 2023 Forecasted Budget
410-Neighborhood Improvement Districts				
Revenues	\$ 2,570,000	\$ 67,500	\$ 67,500	\$ 67,500
Debt Service & Other Expenditures	\$ 262,528	\$ -	\$ 262,366	\$ 262,366
Revenues Over (Under) Expenditures	<u>\$ 2,307,472</u>	<u>\$ 67,500</u>	<u>\$ (194,866)</u>	<u>\$ (194,866)</u>
Other Sources (Uses) Of Funds	\$ -	\$ -	\$ -	\$ -
Net Sources Over (Under) Uses	<u>\$ 2,307,472</u>	<u>\$ 67,500</u>	<u>\$ (194,866)</u>	<u>\$ (194,866)</u>
430-Parks & Recreation				
Revenues				
Property Taxes	461,462	470,805	480,148	489,491
Sales & Use Taxes	1,394,680	1,428,649	1,462,618	1,496,587
Grants	10,000	10,000	10,000	10,000
User Fees & Merchandise Sales	897,323	925,556	953,789	953,789
Other Revenues	178,970	196,867	216,554	238,209
Total Revenues	<u>\$ 2,942,435</u>	<u>\$ 3,031,877</u>	<u>\$ 3,123,109</u>	<u>\$ 3,188,076</u>
Expenditures				
Administration	\$ 696,326	\$ 707,642	\$ 713,834	\$ 720,080
Maintenance	451,383	458,718	462,731	466,780
Recreation Programs	945,632	960,998	969,407	977,889
Community Center	497,215	505,294	509,716	514,176
Total Expenditures	<u>\$ 2,590,555</u>	<u>\$ 2,632,652</u>	<u>\$ 2,655,688</u>	<u>\$ 2,678,925</u>
Revenues Over (Under) Expenditures	<u>\$ 351,879</u>	<u>\$ 399,225</u>	<u>\$ 467,421</u>	<u>\$ 509,152</u>
Other Sources (Uses) Of Funds	\$ (308,351)	\$ (305,398)	\$ (316,146)	\$ (341,038)
Net Sources Over (Under) Uses	<u>\$ 43,528</u>	<u>\$ 93,827</u>	<u>\$ 151,275</u>	<u>\$ 168,114</u>
610-Water Pollution Control				
Revenues				
Permits & Connections	\$ 575	\$ 661	\$ 760	\$ 875
User Fees & Services	4,737,075	4,973,929	5,222,625	5,483,756
Interest Credit On Debt	301,266	265,781	265,781	265,781
Other Revenues	-	-	1	1
Total Revenues	<u>\$ 5,038,916</u>	<u>\$ 5,240,371</u>	<u>\$ 5,489,168</u>	<u>\$ 5,750,413</u>
Expenditures				
Administration, Interest, Depreciation	\$ 2,191,641	\$ 2,227,255	\$ 2,246,744	\$ 2,266,403
Intra-government Services	677,839	688,854	694,881	700,961
Finance	93,200	96,000	96,840	97,687
Plant Operations	1,105,800	1,139,000	1,148,966	1,159,020
Wastewater Collections Operations	389,400	401,100	404,610	408,150
Other Capital Maintenance	400,000	745,000	771,000	771,000
Total Expenditures	<u>\$ 4,857,880</u>	<u>\$ 5,297,209</u>	<u>\$ 5,363,041</u>	<u>\$ 5,403,221</u>
Net Operating Income (Loss)	<u>\$ 181,036</u>	<u>\$ (56,838)</u>	<u>\$ 126,127</u>	<u>\$ 347,192</u>
Gain (Loss) On Sale of Assets	\$ -	\$ -	\$ 1	\$ 1
Net Income (Loss)	<u>\$ 181,036</u>	<u>\$ (56,838)</u>	<u>\$ 126,128</u>	<u>\$ 347,193</u>
All funds Net Income (Loss)	<u>\$ 2,458,778</u>	<u>\$ 88,870</u>	<u>\$ 397,744</u>	<u>\$ 820,693</u>



WARRENSBURG
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**WARRENSBURG CONVENTION &
VISITORS BUREAU**

FISCAL YEAR 2019 BUDGET



200 S Holden St.
Warrensburg, MO. 64093



660-262-4611



Visit Warrensburg



www.visitwarrensburg.com

WCVB MISSION

The Warrensburg Convention and Visitors Bureau is committed to identifying and executing quality and sustainable tourism products that will: 1) entice/attract visitors to travel to Warrensburg; 2) provide satisfying visitor experiences that result in a greater appreciation of the Warrensburg community; and 3) lead to a higher quality of life and economic development in the Warrensburg community.

WARRENSBURG CONVENTION & VISITORS BUREAU FISCAL YEAR 2019 BUDGET

The citizens of the City of Warrensburg have authorized the City to implement a 2.5 percent Lodging Tax, and the proceeds from the tax must be expended for the promotion of tourism, conventions, visitors, and the tourist center.

Expenditures from the lodging tax fund shall be made under the terms of a contract for services with the Warrensburg Convention and Visitors Bureau, Inc. The board was formed to promote tourism in Warrensburg.

The seven WCVB board members are appointed by the City Council. The City Manager, Parks and Recreation Director, and one City Council member serves as nonvoting ex-officio members. The appointed board members serve a three-year term. Except in the case of a resignation or removal, members shall hold office until their successors are appointed. New elections among the members of the board for all officer appointments shall occur annually during the month of July.

2019 BUDGET

The WCVB Fund is projected to begin FY 2018-2019 with a starting balance of approximately \$165,000. The Lodging Tax is projected to increase 16 percent from FY 2017-2018, \$135,000. Revenue includes a grant with the Missouri Division of Tourism for \$7,161, an increase of \$2,338 from the grant received in 2017-2018.

Expenses were kept in-line with the City's and WCVB's mission of promoting tourism in Warrensburg and maintaining a balance budget. This ensures the fund will continue to maintain a strong balance. The FY 2018 expense reflects an increase of 18 percent.



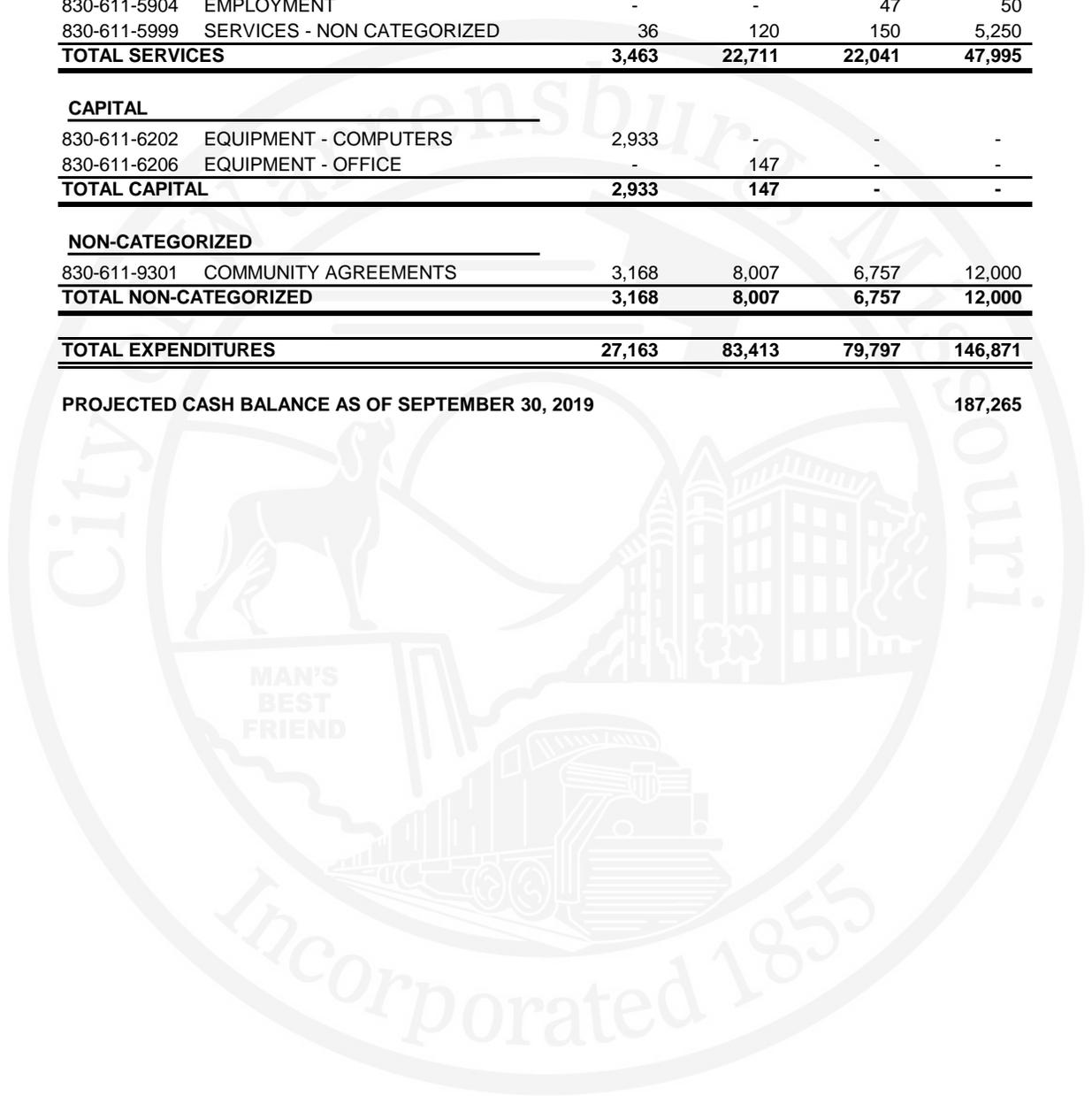
WARRENSBURG CONVENTION AND VISITORS BUREAU

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					187,265
REVENUES					
830-51905	TAXES - LODGING	93,607	106,814	111,541	135,000
830-52200	GRANTS - STATE	-	-	3,500	7,161
830-55105	ADMISSIONS	-	-	996	-
830-55190	MERCHANDISE	-	-	-	750
830-57105	INTEREST ON DEPOSITS	-	-	8	3,960
830-59910	CLAIMS / REIMBURSEMENTS	-	27	-	-
830-59930	TRANSFER FROM OTHER SOURCE	27,654	-	-	-
TOTAL REVENUES		121,261	106,841	116,044	146,871
EXPENSES					
PERSONNEL EXPENSES					
830-611-1101	WAGES	12,862	38,498	39,052	49,440
830-611-1102	WAGES - PART TIME	-	-	-	9,800
830-611-2101	FICA TAXES	980	2,953	2,962	4,533
830-611-2201	RETIREMENT - LAGERS	763	2,617	2,245	3,377
830-611-2301	INSURANCE - DENTAL	86	300	325	832
830-611-2302	INSURANCE - HEALTH	1,276	5,993	5,172	6,180
830-611-2304	INSURANCE - LIFE	18	79	83	120
830-611-2305	INSURANCE - SHORT TERM DISABIL	-	-	141	226
830-611-2306	INSURANCE - LONG TERM DISABILI	-	-	69	111
830-611-2401	WORKER'S COMPENSATION	44	131	107	125
TOTAL PERSONNEL EXPENSES		16,028	50,571	50,155	74,744
COST OF GOODS SOLD					
830-611-3102	COGS - T-SHIRTS	-	-	-	2,000
TOTAL COMMODITIES		-	-	-	2,000
COMMODITIES					
830-611-4102	CLOTHING	75	27	27	350
830-611-4103	COMPUTER SUPPLIES	86	20	-	2,500
830-611-4108	MEETING SUPPLIES	89	76	-	250
830-611-4109	OFFICE SUPPLIES	127	849	150	750
830-611-4114	SOFTWARE	292	324	340	744
830-611-4117	FOOD	50	268	112	300
830-611-4199	SUPPLIES NON - CATEGORIZED	852	412	214	5,238
TOTAL COMMODITIES		1,571	1,976	843	10,132
SERVICES					
830-611-5106	UTILITY - TELEPHONE	140	-	-	-
830-611-5107	UTILITY - DATA ACCESS	-	1,482	957	720
830-611-5202	CONSULTING	-	7,000	-	-
830-611-5203	FINANCIAL SERVICES	56	47	155	100
830-611-5206	LEGAL SERVICES	-	-	-	500
830-611-5301	PROPERTY INSURANCE	-	1,531	1,578	1,700
830-611-5401	TRAVEL - MEALS	-	83	111	300
830-611-5402	MILEAGE	897	1,565	1,591	2,000
830-611-5403	TRAVEL - ROOMS	242	1,425	1,046	1,440
830-611-5404	SCHOOLS AND SEMINARS	450	3,430	2,190	4,395
830-611-5501	DUES AND MEMBERSHIPS	952	1,449	1,251	2,347
830-611-5601	ADVERTISING	114	461	10,734	24,117
830-611-5602	POSTAGE	-	178	90	426



WARRENSBURG CONVENTION AND VISITORS BUREAU

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
830-611-5603	PRINTING AND BINDING	-	1,891	42	3,000
830-611-5604	SHOWS/ EXPO/ EVENTS EXPENSES	577	-	495	1,000
830-611-5699	COMMUNICATION- NON CATEGORIZE	-	2,050	1,604	650
830-611-5904	EMPLOYMENT	-	-	47	50
830-611-5999	SERVICES - NON CATEGORIZED	36	120	150	5,250
TOTAL SERVICES		3,463	22,711	22,041	47,995
CAPITAL					
830-611-6202	EQUIPMENT - COMPUTERS	2,933	-	-	-
830-611-6206	EQUIPMENT - OFFICE	-	147	-	-
TOTAL CAPITAL		2,933	147	-	-
NON-CATEGORIZED					
830-611-9301	COMMUNITY AGREEMENTS	3,168	8,007	6,757	12,000
TOTAL NON-CATEGORIZED		3,168	8,007	6,757	12,000
TOTAL EXPENDITURES		27,163	83,413	79,797	146,871
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					187,265



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

AP: Accounts Payable

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.

BRAC: Base Realignment and Closure

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.

CALEA: Commission on Accreditation for Law Enforcement Agencies

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.

GLOSSARY

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.

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.

DNR: Department of Natural Resources

DREAM: Downtown Revitalization and Economic Assistance for Missouri

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.

EPA: Environmental Protection Agency

ESRI: Environmental Systems Research Institute

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.

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.

GLOSSARY

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.

FY: Fiscal Year

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.

GFOA: Government Finance Officers Association

GO Bond: General Obligation Bond

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

IPMA: International Public Management Association for Human Resources

JCEDC: Johnson County Economic Development Corporation

LAGERS: Local government employee's retirement system

LWCF: Land and Water Conservation Fund

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.

MDNR: Missouri Department of Natural Resources

MODOT: Missouri Department of Transportation

MOSIP: Missouri Securities Investment Program

MPRA: Missouri Parks and Recreation Association

GLOSSARY

MS4: Municipal Separate Storm Sewer System

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

NPDES: National Pollutant Discharge Elimination 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.

PTO: Paid Time Off

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.

SCADA: Supervisory Control and Data Acquisition

SERT: Special Emergency Response Team

SHRM: Society for Human Resource

SIOR: Society of Office and Industrial Realtors

SRF: State Revolving Fund

SRO: School Resource Officer

STP: Surface Transportation Program

TRIM Grant: Tree Resource Improvement and Maintenance Grant

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.

GLOSSARY

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.

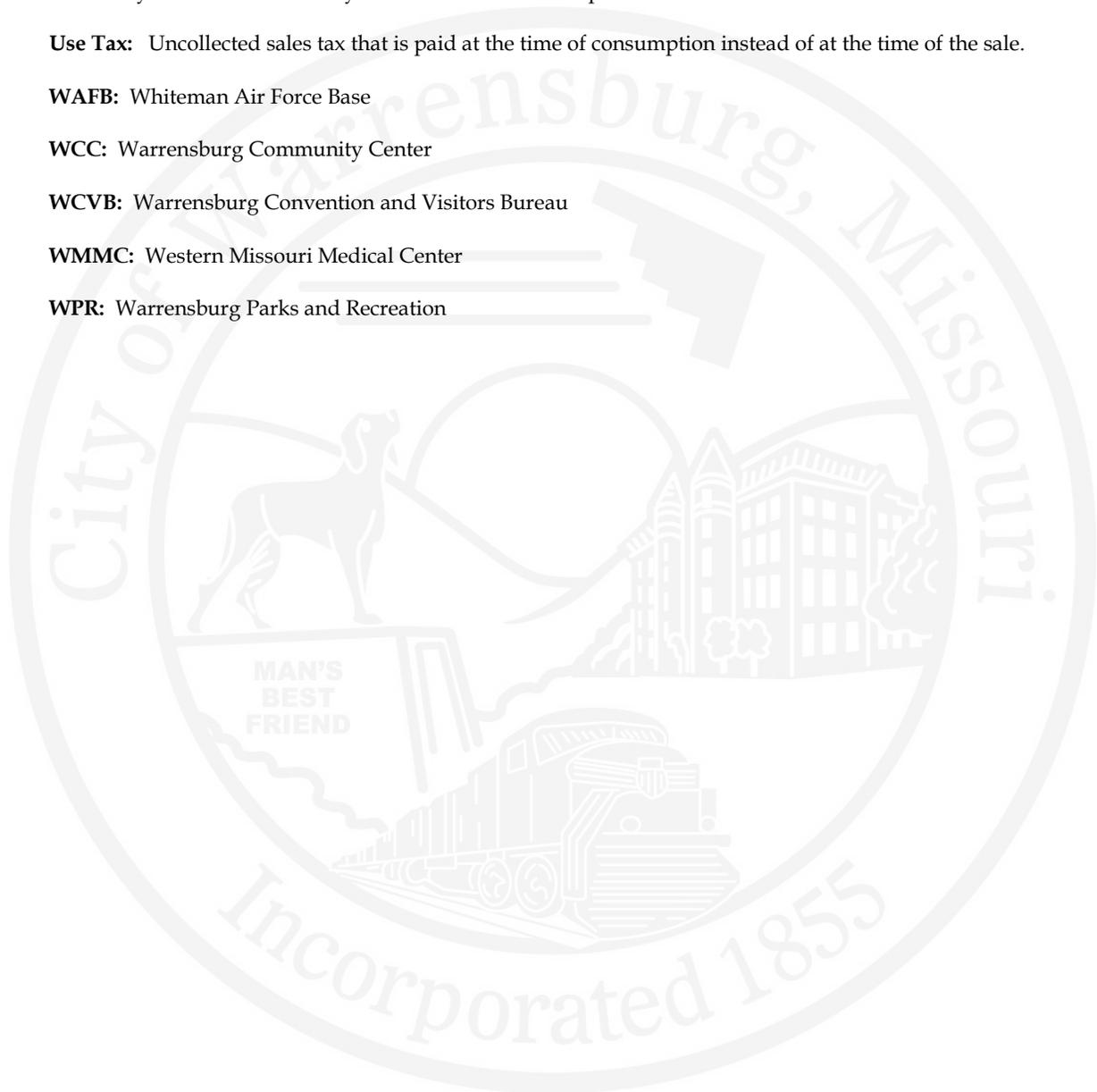
WAFB: Whiteman Air Force Base

WCC: Warrensburg Community Center

WCVB: Warrensburg Convention and Visitors Bureau

WMMC: Western Missouri Medical Center

WPR: Warrensburg Parks and Recreation



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.

PURPOSE STATEMENT

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

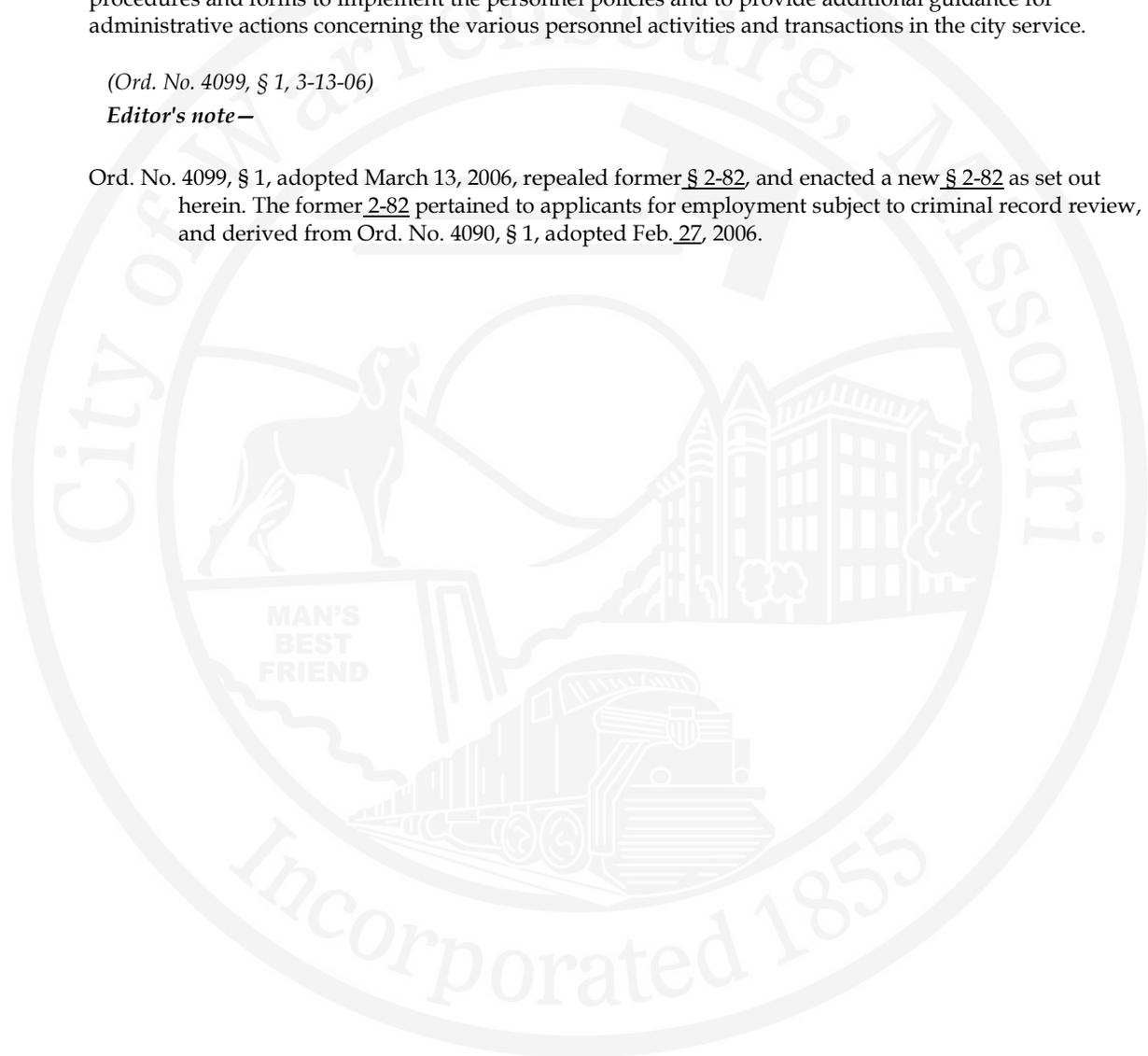
Sec. 2-82. - Personnel policies and procedures approved.

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.



FUNDING MATRIX

Fund Name	Funding Source	Fund Description	Key Funding's	Amount	Limitations
General Fund	1 Cent Sales and Use tax, Law Enforcement Tax, Property Tax, Fees for Services, Donations	The General Fund includes the City's basic services 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.	Sand and Salt 1 Ton Truck/Sander/Plow 3/4 Ton Truck Ford F250 Truck Police Vehicle Equipment Replacement Canine Replacement Fire Equipment Street Signage Cemetery Signage Fire Gear Tasers Street Sweeper Asphalt Overlay - Cemetery	40,000 72,000 35,000 35,000 5,000 7,500 8,000 15,000 6,500 24,675 7,000 250,000 35,000	Sales tax comprises 44% of the General Fund revenues. Due to the City's extreme dependence on Sales tax, our limitations are tied directly to the success of current business, visitor spending, and growth.
Transportation Capital Improvement Fund (CIP)	Motor Fuel Tax, Vehicle Sales Tax, Vehicle Fees	Established for the visibility of received and expensed restricted funds, that are used for the purpose of infrastructure development and repairs related to transportation within the City.	Downtown Phase IV Construction Annual Street Maintenance Program Curb and Sidewalk Program/ADA Street Striping/Signal Maintenance Right Turn Lane, Maguire/Young Street Hamilton Street Bike Trail Seal	580,426 620,000 80,000 22,000 15,500 25,000	This fund is financed primarily by the Motor Fuel Tax, and is sensitive to price increases reeled to motor fuel.
1/2 Cent Capital Improvement Fund (CIP)	1/2 Cent Sales and Use tax	Created in 2007 by voter approval, this fund finances the debt service associated with the construction of City buildings, fire trucks, and emergency sirens. Revenue in excess of the current years debt payments may be used for additional capital projects.	Northfield Subdivision Storm Repair Repair Roof at Fire Station 2 Storm water Emergency Repairs Video and Door Security Repair and Replace Driveway /Ramp Computers	301,000 40,000 100,000 80,000 21,000 17,600 17,600	This fund is limited by the repayment of the associated debt, and the looming sunset of the 1/2 Cent Sales Tax that will leave
General Obligation Bond Fund	Real Property Tax (Excludes personal Property)	Established in fiscal year 2018 to track spending associated with the general obligation band funds.	Traffic Signal Upgrade Phase I Veteran's Road Extension	1,270,025 446,186	This Fund is limited to \$5.5 million, which was approved by a vote of the public, and the items listed under "Key Funding's"

FUNDING MATRIX

Fund Name	Funding Source	Fund Description	Key Funding's	Amount	Limitations
Debt Service Fund	Funded by the General Fund, CIP Funds, Parks and Recreation	Provides visibility to outstanding debt and debt payments funded by Governmental Funds.	Certificates of Participation Series 2013 Certificates of Participation Series 2014 Certificates of Participation Series 2017 Fire Apperatis Lease PD RMS Lease Parks Fitness Equipment Lease General Obligation Bonds	848,701 81,020 611,126 91,820 64,298 14,542 983,575	Borrowings shall not exceed 10% of the value of the taxable tangible property in the City. Article VI, Section 26(b) and (c)
Neighborhood Improvement Fund (NID)	Special Assessments, Sales Tax Agreements	Special Allocation Fund containing separate segregated accounts associated with NID activities.	Certificates of Participation Series 2001 Certificates of Participation Series 2011	8,422 253,944	This fund is limited only by the number of businesses participating in NID activities.
Parks and Recreation Fund	3/8 Cent Sales and Use tax, Property Tax, Fees for Services, Donations	Provide quality recreational facilities and activates for the City and its residents	ABC Building HVAC Flat Roof Inclusive Playground (Off-setting Grant) Water Heater	6,000 80,000 200,000 5,500	Sales tax accounts for 47% of the Parks and Recreation Fund revenue. As with the General Fund, limitations are tied directly to the success of current business, visitor spending, and growth.
Tax Incremental Financing Fund (TIF)	Special Assessments, Sales Tax Agreements	Special Allocation Fund containing separate segregated accounts associated with TIF activities.	N/A	N/A	This fund is limited only by the number of businesses participating in TIF activities.
Water Pollution Control Fund (WPC)	Fees for Services	An Enterprise fund designed to recover all expenditures through sewer rates.	Northfield Sewer Repair Sewer Line and Manhole Relining Reed Bed Pad Construction SCADA Components	40,000 150,000 200,000 351,000	WPC projects and sewer updates can only be financed through sewer rates
Private Trust Funds	Donations, General Fund	Funds donated to the city for specific purposes	N/A	N/A	10% of the annual income is to be retained within the funds
Agency Funds	Donations, General Fund	Funds held on behalf of smaller Commissions, Boards, or Groups.	Sculpture Project Piano Project	8,000 1,000	N/A

GENERAL FUND FUNDING MATRIX

Department	Revenue Source	Revenue Account	Amount	Key Funding's	Expense Account
Police Department	Law Enforcement Tax	110-51210	870,000	Law Enforcement Expenses	110-622-XXXX
	Contractual Services	110-55141	141,316	School Resource Officers	Personnel Expenses
	Contractual Services	110-55141	5,000	School Based Overtime	Personnel Expenses
Animal Control	Donations	110-59115	10,000	to be Determined	110-624-XXXX
	Contractual Services	110-55141	12,000	County use of Shelter	110-623-XXXX
Economic Development	Grant	110-52240	10,000	Tree Board	110-642-5205
Street Department	Lease Proceeds	110-59920	250,000	Street Sweeper	110-643-6501
Cemetery	Donations	110-59120	10,000	Cemetery Signs \$5,000	110-645-6401

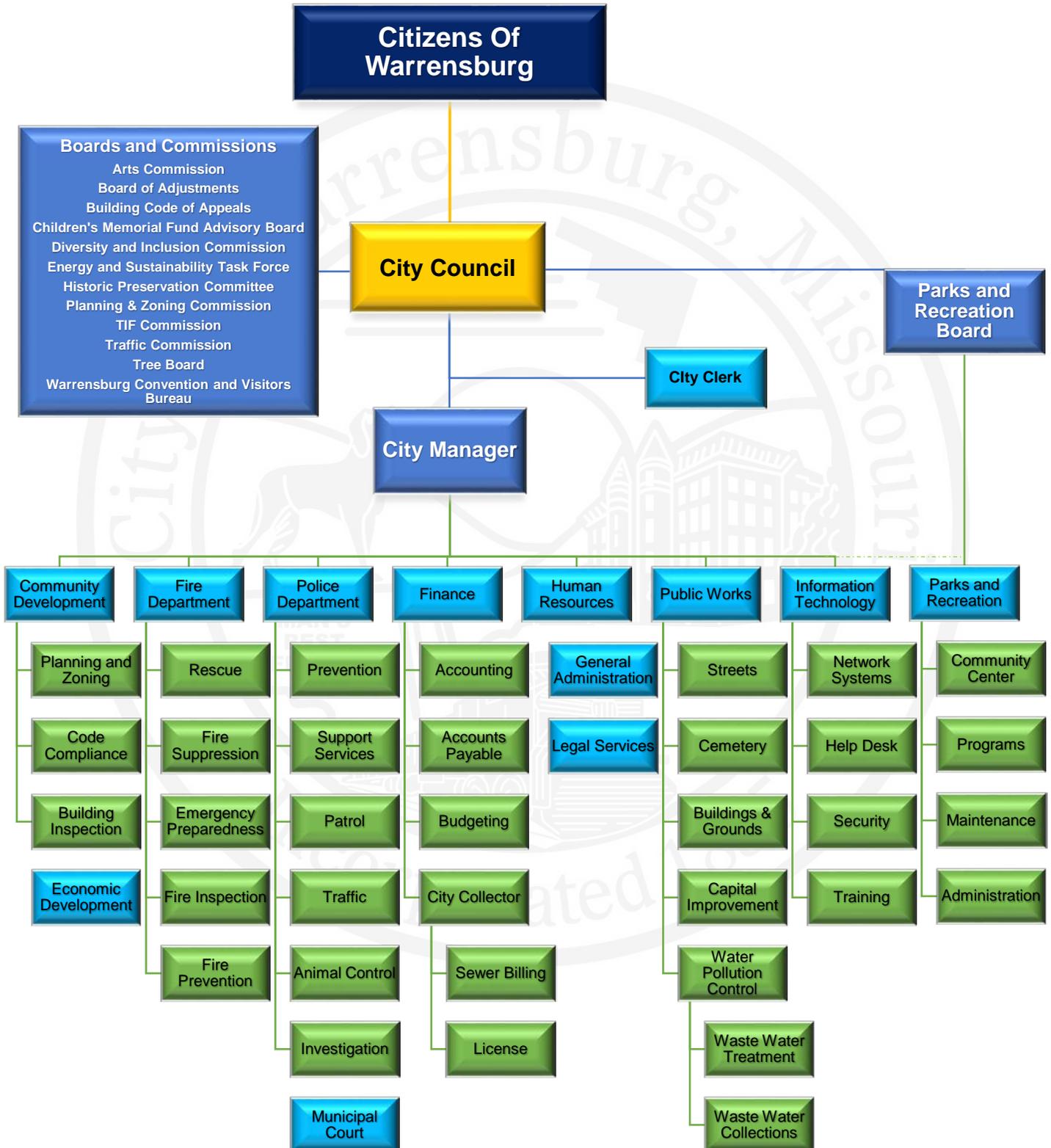
Animal Shelter Donations and Cemetery Donations that have not been used in the Fiscal Year that they were donated are restricted for future use by those departments. Expenses that are covered by donations are budgeted and expensed in departments that have been set up to provide visibility of what those donations are being used for.

FUND TRANSFER MATRIX

<u>Transfers in To</u>	<u>Amount</u>	<u>Transfers Out From</u>	<u>Reason</u>	<u>Recurring</u>
General Fund	667,000 21,993 215,206	Sewer Parks Fund CIP Half Cent	Reimbursement for Administration Services Cost of Employee split with Human Resources Reimbursement for Maintenance and Utilities of new and remodeled buildings	Yes, the total broken up into quarterly transfers
Total General Fund	904,199			
Debt Fund	122,773 1,374,622 272,588	General CIP Half Cent Parks Fund	Debt payments for COP's or Lease Purchase	Recurring as debt is incurred, once debt is paid off it no longer requires transfer of Funds
Total Debt Fund	1,769,983			
Total Transfers In	2,674,182			

<u>Transfers out From</u>	<u>Amount</u>	<u>Transfers in To</u>	<u>Reason</u>	<u>Recurring</u>
General Fund	122,773	Debt	Debt payments for COP's or Lease Purchase	Recurring as debt is incurred, once debt is paid off it no longer requires transfer of Funds
CIP Half Cent	215,206 1,374,622	General Debt	Reimbursement for Maintenance and Utilities of new and remodeled buildings Debt payments for COP's or Lease Purchase	Yes, the total amount is broken up into quarterly transfers Recurring as debt is incurred, once debt is paid off it no longer requires transfer of Funds
Total CIP Half Cent	1,589,828			
Parks Fund	272,588 21,993	Debt General	Debt payments for COP's or Lease Purchase Cost of Employee split with Human Resources	Recurring as debt is incurred, once debt is paid off it no longer requires transfer of Funds Yes
Total Parks Fund	294,581			
Sewer Fund	667,000	General	Reimbursement for Administration Services	Yes, the total amount is broken up into quarterly transfers
Total Transfers Out	2,674,182			

ORGANIZATIONAL CHART



CITY STAFF

NUMBER OF REGULAR FULL TIME EMPLOYEES FY16 - FY19

	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 BUDGET
<u>General Fund</u>				
City Clerk	1	1	1	1
Administration - City Manager	2	2	2	2
Municipal Court	2	2	2	2
Administration - Human Resources	1	1	1	2
Finance	8	8	8	8
Information Technology	2	2	2	2
Buildings and Grounds	1	1	1	1
Fire Protection	26	26	26	26
Law Enforcement	38	39	40	39
Animal Control - Shelter	3	3	2	2
Community Development	7	7	7	8
Street Maintenance	14	14	14	14
Cemetery	1	1	1	1
Total General Fund	106	107	107	108
<u>Parks Fund</u>				
Administration	3	3	3	3
Maintenance	4	4	3	4
Recreation	4	4	4	4
Community Center	1	1	1	1
Total Parks Fund	12	12	11	12
<u>Water Pollution Control Fund</u>				
Administration	1	1	1	1
Plants	5	5	5	5
Collections	7	7	7	7
Total WPC	13	13	13	13
TOTAL FULL TIME	131	132	131	133

During FY18 with the assistance of a consultant, a wage and benefit study was performed comparing the City of Warrensburg with other cities in similar size and composition. The City of Warrensburg moved from a Salary Grade pay structure which included step increases at 1.5% between the steps, to a pay range structure based on the market for the range and performance based for the employee.

CITY STAFF

FY19

The Assistant Director of Public Works and Executive Assistant II positions have been removed from the budget, those positions have not been filled. A GIS Coordinator (Specialist) position has been added, budget for the position begins in April 2018.

FY18

A Human Resources Assistant position has been added with the personnel expense split between the Human Resource department in the General Fund and the Parks department in the Parks Fund. That position was not filled in FY18 but should be filled in FY19. In the Police Department a part time Records Clerk position has been reclassified and has become a Full time Evidence Clerk.

FY17

Three open positions were added, one Police Officer, and for Public Works an Assistant Director and an Executive Assistant II. The Assistant Director and Executive Assistant II positions were not filled and have been removed from the FY17 budget.

NUMBER OF REGULAR PART-TIME EMPLOYEES FY16 - FY19

	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 BUDGET
<u>General Fund</u>				
General Administration	0	0	0	0
Public Information Office	0	0	0	0
Finance	1	0	0	0
Fire Protection	24	24	24	24
Law Enforcement	2	2	1	1
Animal Control	2	3	4	3
Streets	0	0	2	2
Total General Fund	29	29	31	30
<u>WPC</u>				
Administration	0	0	0	0
Collections	0	0	0	0
Total WPC	0	0	0	0
TOTAL REGULAR PART TIME	29	29	31	30

The Parks and Recreation Department has seasonal and temporary part time employees.

The Fire Department is authorized for 24 part time positions currently only 10 are filled.

PAY STRUCTURE

Job Title	Department	Salary Grade	Range	
			Minimum	Maximum
Seasonal Employees	Parks and Recreation	7	\$9.30	\$9.30
Intern	Any Department	8	\$10.57	\$15.86
Laborer	Any Department	8	\$10.57	\$15.86
Community Center Attendant	Parks and Recreation	8	\$10.57	\$15.86
Assistant Shelter Manager	Animal Shelter	9	\$11.89	\$17.84
Fire Fighter (40 hr.)	Fire	9	\$11.89	\$17.84
Assistant Court Clerk	Courts	10	\$13.21	\$19.82
Customer Service Representative	Finance	10	\$13.21	\$19.82
Customer Service Representative	Finance	10	\$13.21	\$19.82
Fire Specialist (40 hr.)	Fire	10	\$13.21	\$19.82
Records Clerk	Police	10	\$13.21	\$19.82
Permit Clerk	Community Development	11	\$13.63	\$20.44
Park Maintenance I	Parks and Recreation	11	\$13.63	\$20.44
Evidence Clerk	Police	11	\$13.63	\$20.44
Maintenance Worker I	Public Works	11	\$13.63	\$20.44
Operator I	Water Pollution Control	11	\$13.63	\$20.44
Municipal Court Clerk	Courts	12	\$13.98	\$20.96
Sewer Billing Specialist	Finance	12	\$13.98	\$20.96
Sewer Utility Collections	Finance	12	\$13.98	\$20.96
Parks Maintenance II	Parks and Recreation	12	\$13.98	\$20.96
Animal Control Officer	Police	12	\$13.98	\$20.96
Sign Technician	Public Works	12	\$13.98	\$20.96
Maintenance Worker II	Public Works	12	\$13.98	\$20.96
Operator II	Water Pollution Control	12	\$13.98	\$20.96
Executive Assistant	City Manager	13	\$14.77	\$22.16
Code Enforcement Inspector	Community Development	13	\$14.77	\$22.16
Park Maintenance Crew Leader	Parks and Recreation	13	\$14.77	\$22.16
Recreation Supervisor I	Parks and Recreation	13	\$14.77	\$22.16
Recreation Supervisor I	Parks and Recreation	13	\$14.77	\$22.16
Collections Crew Lead	Water Pollution Control	13	\$14.77	\$22.16
Lab Technician	Water Pollution Control	13	\$14.77	\$22.16
Building & Grounds Specialist	Building and Grounds	14	\$15.58	\$23.37
Cemetery Maintenance Foreman	Cemetery	14	\$15.58	\$23.37
Finance Assistant AP/CIP	Finance	14	\$15.58	\$23.37
HR Assistant	Human Resources	14	\$15.58	\$23.37
IT Technician	IT	14	\$15.58	\$23.37
Recreation Supervisor II	Parks and Recreation	14	\$15.58	\$23.37
Office Manager	Police	14	\$15.58	\$23.37
Equipment Technician	Public Works	14	\$15.58	\$23.37
Building Inspector	Community Development	15	\$16.33	\$24.49
Office Manager	Parks and Recreation	15	\$16.33	\$24.49
Utility Inspector	Water Pollution Control	15	\$16.33	\$24.49
Neighborhood Services COO	Community Development	16	\$17.88	\$26.83
Accountant	Finance	16	\$17.88	\$26.83
Fire Training Officer	Fire	16	\$17.88	\$26.83
Fire and Emergency Prevention Officer	Fire	16	\$17.88	\$26.83
Maintenance Foreman	Public Works	16	\$17.88	\$26.83
Project Manager Administrative	Public Works	16	\$17.88	\$26.83
Project Manager Inspection I	Public Works	16	\$17.88	\$26.83
Compliance Technician	Water Pollution Control	16	\$17.88	\$26.83
Operator III	Water Pollution Control	16	\$17.88	\$26.83
Operator III	Water Pollution Control	16	\$17.88	\$26.83
Shelter Manager	Animal Shelter	17	\$19.67	\$29.50
City Clerk	City Clerk	17	\$19.67	\$29.50
City Planner	Community Development	17	\$19.67	\$29.50
Project Manager	Community Development	17	\$19.67	\$29.50
Collector/Customer Service Manager	Finance	17	\$19.67	\$29.50

PAY STRUCTURE

Job Title	Department	Salary Grade	Range	
			Minimum	Maximum
Battalion Chief 40 Hours	Fire	17	\$19.67	\$29.50
Sr. IT Technician	IT	17	\$19.67	\$29.50
Parks Operations Superintendent	Parks and Recreation	17	\$19.67	\$29.50
Recreation Superintendent	Parks and Recreation	17	\$19.67	\$29.50
Manager of Operations -Streets	Public Works	17	\$19.67	\$29.50
Project Manager Inspection II	Public Works	17	\$19.67	\$29.50
Director of Tourism	Convention Visitor Bureau	17	\$19.67	\$29.50
Manager of Operations -WPC	Water Pollution Control	17	\$19.67	\$29.50
Assistant Fire Chief	Fire	18	\$23.54	\$35.30
Business Information Specialist	Parks and Recreation	18	\$23.54	\$35.30
Parks & Recreation Director	Parks and Recreation	20	\$27.75	\$41.13
Human Resources Director	Human Resources	21	\$29.29	\$44.43
Community Development Director	Community Development	22	\$31.58	\$48.87
Director of Finance	Finance	22	\$31.58	\$48.87
Fire Chief/IT Director	Fire	23	\$32.92	\$49.38
Director of Public Works	Public Works	24	\$33.25	\$49.87
Police Chief	Police	25	\$34.33	\$51.49
City Manager	City Manager	29	\$44.76	\$67.14
Firefighter/EMT	Fire	12F	\$11.52	\$17.28
Firefighter Specialist	Fire	13F	\$13.25	\$19.87
Fire Captain	Fire	15F	\$15.24	\$22.85
Fire Battalion Chief (56 Hours)	Fire	18F	\$17.52	\$26.28
Police Officer	Police	15P	\$16.33	\$24.49
Police Corporal	Police	16P	\$18.78	\$28.16
Police Sergeant	Police	17P	\$21.60	\$32.39
Police Lieutenant	Police	18P	\$24.84	\$37.25

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.

- | | |
|--------------------------------------|--|
| Arts Commission | Parks and Recreation Board |
| Board of Adjustment | Planning & Zoning Commission |
| Building Code of Appeals | TIF Commission |
| Children’s Memorial Advisory Board | Traffic Commission |
| Energy and Sustainability Task Force | Tree Board |
| Diversity and Inclusion Commission | Warrensburg Convention and Visitors Bureau |
| Historic Preservation Committee | |

Fiscal Year 2019 Strategic Plan

Many of the objectives and strategies 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.

Focus II: Community Pride and Interaction

Objective 4. Identify and promote projects that enhance quality of life in Warrensburg

Focus III: Growth and Investment

Objective 2. Adopt City goals, policies and plans to support and encourage residential, commercial, and industrial growth

Focus IV: Regional Draw

Objective 1. Warrensburg Convention and Visitors Bureau (WCVB) continued focus to attract new events and enhance current events

FINANCIAL MANAGEMENT POLICY

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.
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.

FINANCIAL MANAGEMENT POLICY

III. Operating Expenditure Policy

1. The City will put fourth its best effort to balance expenditures/expenses to current operation revenues. Using considerable reasonableness, current operating expenditures/expenses will not exceed current operating revenues plus fifty percent of the unencumbered balance or less any deficit estimated for the beginning of the budget year.
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.

FINANCIAL MANAGEMENT POLICY

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 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 ratings.

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.
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 or Managers. This retreat provides an opportunity for the City Manager to present preliminary guidelines to the Council for their concurrence as well as to set priorities for the coming budget year. Department Directors present major topics to the Council for their input. Council should also express their views on what priorities should be in the budget.
9. The City Manager shall submit a budget to the Council at the first regular City Council meeting in August.

FINANCIAL MANAGEMENT POLICY

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.

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. See also, City's specific sewer utility rate setting policies.

SEWER UTILITY RATE SETTING POLICIES

I. Overview of the Policy Approach

General Format of the Policy Statements

<u>Type of Policy</u>	<u>Policy No.</u>	<u>Policy Statement</u>
Global	1	Strive for Cost-Based Rates
↓		
General	1.1	Develop a Revenue Requirement Analysis to Determine Operating and Capital Needs
↓		
Specific	1.1.1	Utilize a "Cash Basis" Revenue Requirement, that Projects Future Costs Out Five Years

II. Definitions

Cash basis - the method of establishing annual revenue requirements giving consideration to the annual budget expenditures for operation and maintenance expenses, debt-service payments, cash-financed improvements, reserve fund requirements, and taxes and/or transfer payments. Debt service coverage requirements must also be taken into account to establish cash-needs revenue requirements.

Cost allocation methodology - method to determine the cost of services provided to users of that service. It does not determine the price of the service, but rather determines what the service costs to provide.

Cost of service - equitably allocates the revenue requirements between the various customer classes of service.

Equitable - in ratemaking, equitable rates are achieved when they are cost-based, and cost responsibility is fairly allocated between customers using a generally accepted rate setting methodology.

Financial stability - the adoption and use of financial plans and practices which provide within the short-term and the long-term sufficient revenue sources and management of expenditures to satisfy revenue requirement needs, while minimizing instability and risk.

Fixed asset record system - a system that records the utility's tangible items used in the operation of the utility that have a valuation of more than \$5,000 and a useful life expectancy of more than one year (fixed assets). The system of records tracks the individual assets, including descriptions of the assets, their cost, anticipated useful life, acquisition or placed in service date, and applicable depreciation.

Fixed charge - up-front fixed costs associated with serving customers.

SEWER UTILITY RATE SETTING POLICIES

Rate design - design rates for each class of service to meet the revenue needs of the utility, along with any other rate design goals and objectives.

Rate methodology - the use of "generally accepted" rate setting theory and approaches. The Water Environment Federation (WEF) Manual of Practice No. 27, Financing and Charges for Wastewater Systems provides a source for these generally accepted methodologies.

Revenue requirement - compares the revenues of the utility to its expenses to determine the overall level of rate adjustment.

Volumetric charge - attempts to recover variable costs of operating the utility, typically based upon metered consumption.

1 Financial Rate Policy No. 1

Global Policy

- 1 The Utility's financial and operating needs shall be balanced with the rates and financial impacts to customers.
 - Promotes customer confidence
 - Recognizes financial impacts to customers

General Policy

- 1.1 Rates shall be easy to understand and attempt to minimize the financial impact to the wastewater utility's customers.

Specific Policies

- 1.1.1 Rates shall be structured to promote understanding by the wastewater utility's customers (e.g. bills that are easy to understand).
- 1.1.2 Rate adjustments shall be phased-in, over time, when large financial impacts to customers are reasonably expected (e.g. eliminate rate shock).

2 Financial Rate Policy No. 2

Global Policy

- 2 The costs of the wastewater utility shall be accounted for separately. Any City common and joint costs will be equitably allocated to the wastewater utility using an equitable approach.
 - Strives to avoid major subsidies
 - Sends the proper "price signal" to the customer about the cost of the commodity/service
 - Matches costs to the benefits derived by the customer

SEWER UTILITY RATE SETTING POLICIES

General Policy

- 2.1** The wastewater utility's costs will be separately budgeted and accounted for. Any common and joint costs shall be accounted for on a City-wide basis and when required, a proportional share of the common and joint costs will be allocated between benefiting users of the service.

Specific Policies

- 2.1.1** Joint/common costs related to the wastewater utility will be allocated utilizing an allocation method that is related to the way costs are incurred. (Also See 3.1.3.)
- 2.1.2** The Utility shall be in conformance with standard accounting practices.
- 2.1.3** The Utility shall maintain books and records in accordance with the Utility Accounting Standards.
- 2.1.4** The Utility shall prepare monthly statements for each utility summarizing the financial activities, consumption and sales statistics, and the financial/operating status of the utility.
- 2.1.5** Where possible, data will be functionalized to aid in identifying specific types of costs associated with each utility (e.g. treatment, pumping, collection, etc.)
- 2.1.6** A fixed asset record system shall be established and maintained.
- 2.1.7** The Utility will conduct an annual audit of the Utility records and have a financial opinion issued.

3 Financial Rate Policy No. 3

Global Policy

- 3** Rates Should Be Reviewed and Set Utilizing a "Generally Accepted" Rate Setting Methodology.
- Legally defensible
 - Consistency (of methodology)

General Policy

- 3.1** The Utility will utilize the following "generally accepted" approaches to establish the Utility's rates.
- Revenue requirements analysis
 - Cost of service analysis
 - Rate design analysis

SEWER UTILITY RATE SETTING POLICIES

Specific Policies

Revenue Requirements -

- 3.1.1** Revenue requirements will be established on a "cash basis" approach that will review operation & maintenance expenses, taxes/transfer payments, debt service and capital improvements funded from rates.
- 3.1.2** Costs will be projected for a minimum of a five-year projected test period.
- 3.1.3** Costs, if shared across utilities or other City entities, shall be allocated to each utility/entity based upon labor ratios, number of customers, revenues, usage, etc. The allocation method should be whichever method is deemed by the Utility to be most appropriate to the specific cost being allocated.

Cost of Service -

- 3.2.1** A cost of service study shall be utilized to allocate costs to customer classes of service.
- 3.2.2** The cost allocation methodology shall utilize techniques that are "generally accepted" by the industry (e.g. Water Environment Federation).
- 3.2.3** The cost of service shall allocate to customer classes of service the projected costs for the time that rates are to be set.
- 3.2.4** The cost of service methodology should recognize the specific and unique circumstances of the wastewater utility and its customers (e.g. flow, strength, etc.)

Rate Design -

- 3.3.1** Rate designs shall be reflective of utility needs and reflect the greater public purpose (e.g. economic development, conservation, etc.).
- 3.3.2** Rates may recognize a fixed charge for the up-front fixed costs associated with serving customers and a usage or volumetric charge that attempts to recover the variable costs of operating the utility.
- 3.3.3** Rates shall be set at a level that recovers necessary overall costs yet flexible enough, by class of service, to accomplish the City's objectives (e.g. revenue stability, affordability, etc.).
- 3.3.4** The volumetric charge shall be based upon a method of establishing volumetric usage that considers the use of a winter averaging policy and new users who have not established a winter average.

SEWER UTILITY RATE SETTING POLICIES

4 Financial Rate Policy No. 4

Global Policy

- 4 The Wastewater Utility Should be Managed to Attempt to Maintain Financial Stability Over Time.
- Minimize financial problems
 - May minimize financing (borrowing) costs
 - Indicates strong management
 - Consistency

General Policy

- 4.1 Financial Policies and Target Financial Measures Shall Be Developed to Create Stability in the Financial Status of the Utility.

Specific Policies

Reserves:

- 4.1.1 Reserve funds shall be segregated from other City funds (Enterprise Fund). Minimum reserve funds, excluding bond reserve funds, shall be:

Operating (Working Capital) Reserve: The operating reserve is for day-to-day cash flow requirements. The minimum reserve for working capital shall be at least 90 days of total wastewater O&M expenses plus six months of bond payments.

Capital Reserves: Capital reserves are intended to manage the annual variances of capital projects and their funding needs. The City will target a minimum of one year of renewal and replacement capital projects as a typical reserve level.

Impact (Capacity) Fee Reserve: The City shall maintain an accounting for all collections related to impact (capacity) fees. These reserves shall not be used for O&M. The funds collected, and these reserves shall be used to pay for capacity related expansion projects or for expansion (growth) related debt service.

Emergency Reserve: The City shall maintain a reserve of \$200,000 for emergency situations (e.g. catastrophic event).

- 4.1.2 Maintenance of minimum reserves should not, on its own, trigger the need for a rate adjustment (e.g. rates shall be reviewed after two consecutive years of loss of revenue or diminishing reserves because of covering costs).

Cash Flow

- 4.2.1 Wastewater utility should have an annual net income (total revenue

SEWER UTILITY RATE SETTING POLICIES

less; O&M, taxes, debt service and capital projects funded from rates) greater than or equal to zero (\$).

4.2.2 Wastewater utility should have annual debt service coverage ratio ≥ 1.50 on revenue bonds (see bond covenants), and ≥ 1.30 on all outstanding debt service.

4.2.3 Wastewater utility should be funding capital projects from rates in an amount equal to or greater than annual depreciation expense.

5 Financial Rate Policy No. 5

Global Policy

5 Rates Should be Stable Over Time

- Helps to assure financial stability
- Increases the utility's credibility with their customers

General Policy

5.1 Rates should be stable in their ability to generate enough revenues, but also in the perception of the customer from rate changes from year to year.

Specific Policies

5.1.1 Rates should be reviewed by management, on an annual basis, to assure that they provide sufficient revenues.

5.1.2 Annual rate reviews shall consider a minimum of a five-year projected period to attempt to stabilize and minimize rates over time.

5.1.3 Needed rate adjustments will attempt to minimize impacts to customers by phasing-in large rate adjustments over time.

5.1.4 Any rate adjustments shall be considered in the context of the Utility's rates to comparable communities, but not drive the final decision on rates to the financial detriment of the utility and these policies.

6 Financial Rate Policy No. 6

Global Policy

6 The Utility shall maintain utility facilities at a level which will provide for the public well-being and safety of the residents.

- Assures system reliability
- Reduces infrastructure costs in the long-term

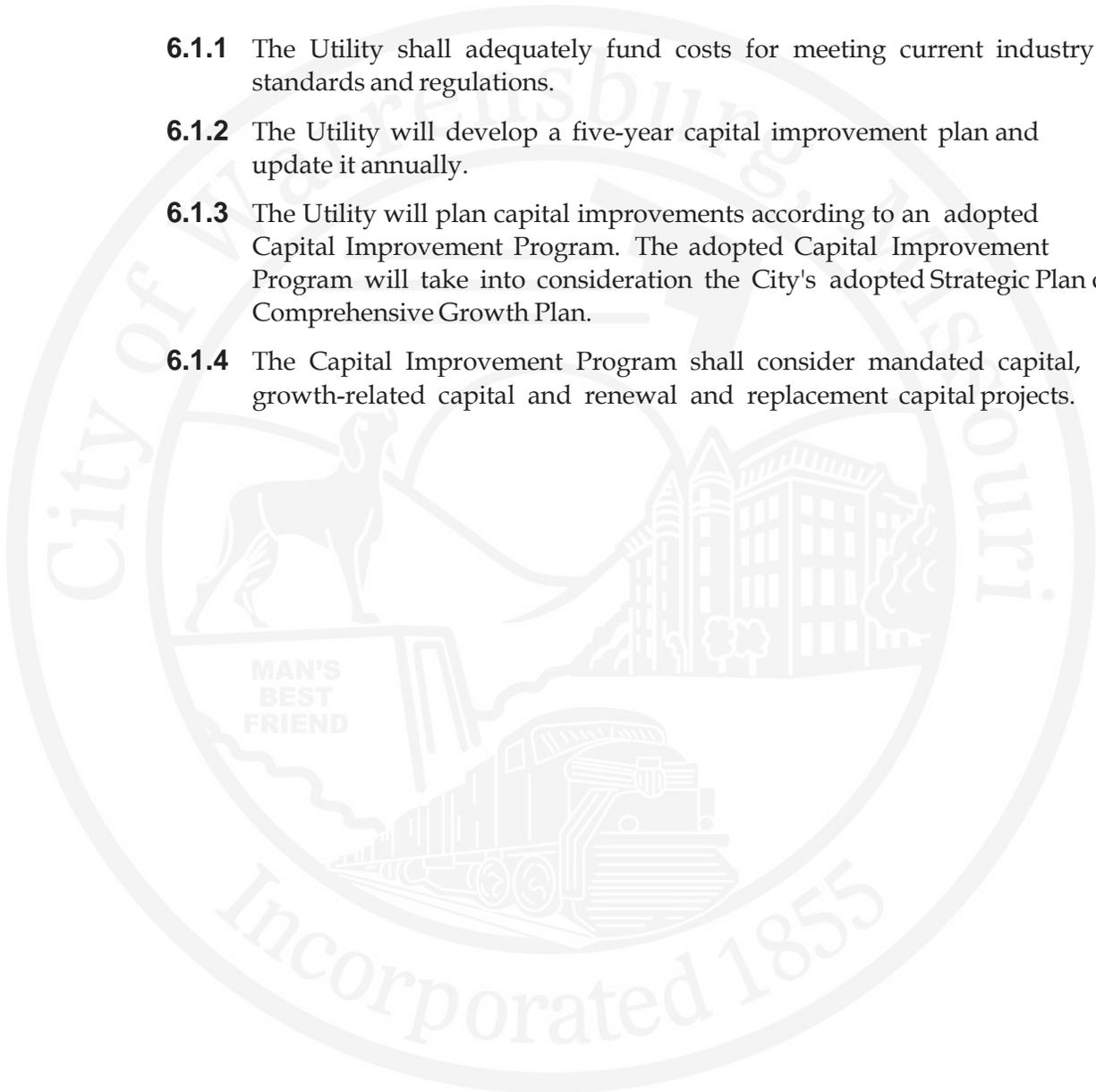
General Policy

SEWER UTILITY RATE SETTING POLICIES

- 6.1** Sufficient funding should be made to provide for growth and adequate maintenance and/or replacement of existing capital plant and equipment.

Specific Policies

- 6.1.1** The Utility shall adequately fund costs for meeting current industry standards and regulations.
- 6.1.2** The Utility will develop a five-year capital improvement plan and update it annually.
- 6.1.3** The Utility will plan capital improvements according to an adopted Capital Improvement Program. The adopted Capital Improvement Program will take into consideration the City's adopted Strategic Plan or Comprehensive Growth Plan.
- 6.1.4** The Capital Improvement Program shall consider mandated capital, growth-related capital and renewal and replacement capital projects.



INVESTMENT POLICY SUMMARY

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.

INVESTMENT POLICY SUMMARY

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.

The internal controls shall address the following points:

INVESTMENT POLICY SUMMARY

- 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.
- b. Repurchase Agreements.
- c. 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.

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).

INVESTMENT POLICY SUMMARY

- 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.

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.

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Greg McCullough – Human Resources

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CIP Cover Photo – Misha Thompson

Cited Works:

Demographic and Income Profile
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STI Popstats http://www.synergostech.com/ps_intro.htm
JCEDC. Warrensburg, MO. web <http://www.growjocomo.com>
University of Central Missouri (UCM) Website
Missouri Comprehensive Data System Website