

City

of

Warrensburg



**ANNUAL BUDGET
FISCAL YEAR 2020**

BILL NO. 9-1-19

ORDINANCE No. 5543

AN ORDINANCE ADOPTING THE ANNUAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 FOR THE CITY OF WARRENSBURG, MISSOURI

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

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

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

Section 1. The City Council hereby adopts the Annual Operating Budget for the fiscal year of October 1, 2019 through September 30, 2020. A copy of this document is on file in the Office of the City Clerk.

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

Read and passed by the City Council for the City of Warrensburg, Missouri, this 9th day of September, 2019.



Cindy Gabel
Cindy Gabel, City Clerk

Casey Lund
Casey Lund, Mayor

CITY OF WARRENSBURG ANNUAL BUDGET

Warrensburg City Council



Casey
Lund
Mayor

Bryan
Jacobs
Chairman
Pro Tem

Robin
Allen
Council
Member

Scott
Holmburg
Council
Member

Nolan
Brooks
Council
Member



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



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.

CITY OF WARRENSBURG

CONTACT INFORMATION

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Warrensburg, MO 64093

PHONE:
660-747-9131

TTY
660-422-6394

WEBSITE:
www.warrensburg-mo.gov



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Warrensburg
Missouri**

For the Fiscal Year Beginning

October 1, 2018

Christopher P. Morill

Executive Director

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BUDGET MESSAGE

Office of the City Manager

August 26, 2019

Mr. Mayor and Honorable City Council members,

I am pleased to present to you the Fiscal Year 2020 budget. Staff has worked diligently over the last several months preparing a budget that meets today's needs, accomplishes the Council's strategic plan, continues to improve the City's fiscal health, and solidifies a prosperous future. 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. Overall revenues have plateaued, and staff does not anticipate any significant increase or decrease in the upcoming fiscal 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 is 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. 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.

Expenditures

The rise in cost of services and materials continues to outpace any growth in revenues. The investment into employee wages and benefits over the last couple of years, while necessary, continues to apply significant pressure on the City's costs of operations. This has resulted in a hampered ability to replace equipment or fund projects in the Fiscal Year 2020 budget. It is likely that in future budgets significant cuts in spending, or organizational restructuring will be needed to avoid deficit spending budgets.

Health Insurance

Significant progress has been made in growing the City's Health Insurance Reserve Fund. The changes to the City's funding structure, particularly participating in dependent coverage, has resulted in the intended and desired effect of growing the number of lives covered in the insurance pool. This last year however, had some significant claims that will likely result in an increase of health insurance premiums.

Staffing Changes

Significant staffing changes in the Fiscal Year 2020 Budget include an Animal Shelter Assistant Manager, a part-time Bailiff position for the Municipal Courts/Police Department, and an SRO command staff position.

BUDGET MESSAGE

Capital Projects

After 3 years of extensive capital purchases and projects undertaken by the City, there has been a shift in focus for fiscal year 2020. Although capital projects were limited within this year's budget, there are a few significant expenditures. The demolition of a dilapidated Street Department storage building on West Culton street will take place sometime in the spring of 2020, leaving a prime lot in the downtown portion of the City. There will also be a refresh of the Servers in City hall. This refresh takes place every four years to update the City's virtual infrastructure.

The City also plans to do extensive upgrades to its wastewater plants, and some of that work will begin in fiscal year 2020. To address the reliability of phone and internet networks, which are a necessary tool for the operation of the plant, the City will have fiber installed to the facility. There will also be new SCADA components installed along with the replacement of Ultraviolet components and Sequencing Batch Reactor blowers that aid in the treatment of the City's wastewater.

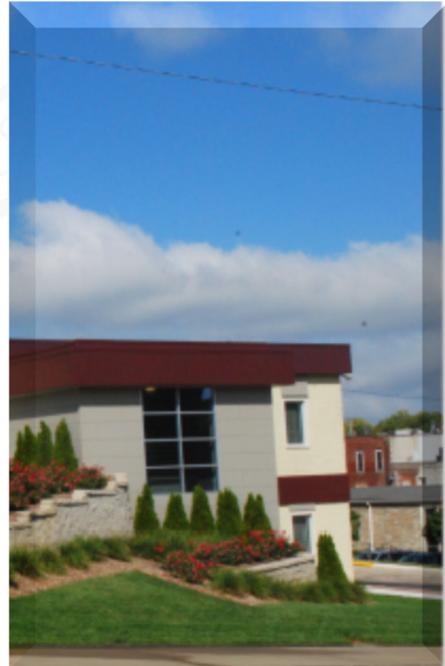
Conclusion

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.

John William "Blind" Boone

John Boone was born in Miami Missouri near a Federal militia camp on May 17, 1864, to a contraband slave, Rachel, whose surname was Boone on the 1870 Federal Census. At six months old John became ill with what the local called at the time "brain fever", which cause tremendous swelling of his brain. To release the swelling a radical surgical procedure was performed removing both of his eyes, and this is how he came to be known as "Blind" Boone. Boone's mother worried that her son's life would be too difficult without some sort of education, this is when his hometown of Warrensburg decided to make sure that Boone received an education. The citizens of Warrensburg paid for him to attend the St. Louis School for the Blind where he learned to play the piano. Growing bored with his experience, outside of playing the piano, Boone's habitual rule breaking got him expelled. Boone returned to Warrensburg and began playing the piano with local musicians. During this time, he was kidnapped by a gambler and showman named Mark Cromwell, until his stepfather, Harrison Hendricks caught up with the two in Mexico, Missouri. In 1879, Boone was "discovered" by a contractor named John B. Lange Jr. in Columbia Missouri, who put Boone on the road as Blind John. Boone and Lange had very little financial success, until the two met George Sampson and Boone boarded for two months in his Iowa home. George's wife was an accomplished pianist and taught Boone how to play the work of the great European masters properly. It was said she taught him not only their minds, but their hearts as well. Once Lange returned, he found that his young protege had acquired new skills, and with the addition of a vocalist, began billing them as the Blind Boone Concert Company. The Company traveled from town to town on a whistle-stop like tour, and began to acquire fame and fortune, returning to Lange's home of Columbia in 1887. By the turn of the century, the Blind Boone Concert Company was among the most popular acts in the country, playing 300-

WARRENSBURG HISTORY

plus dates yearly. In 1889, Boone married the daughter of John Lange, Eugenia Lange. In 1916 John Lange died and Boone continued on, touring the eastern US. In 1919, Boone spent an entire month in New York city. Upon announcing his retirement from touring in 1924, Boone was compelled to continue playing concerts due to financial difficulties brought on by a less than adequate manager. In the spring of 1927, Boone fell ill, and on October 4, 1927 he died of acute dilation of the heart in his hometown of Warrensburg Missouri.

Mineral Water and Mules

J. H. Christopher owned the prosperous Pertle Springs resort, which promoted the water from its mineral spring as a cure-all. But in 1889, a crisis confronted Christopher. The Dunkards, a religious denomination, informed him it was sending 20,000 members to Pertle Springs for its national convention, but only one narrow, dusty road connected the resort to the train station downtown. Christopher hastily bought equipment from a defunct Wichita railway. Eight months later—the two-mile Warrensburg and Pertle Springs Railroad was ready. Despite its picturesque name, the line was a single-track streetcar route with a few open passenger cars and a tiny steam engine called a “dummy.”

Nearly 80 dummy lines ran in the United States in the late 19th and early 20th centuries. Most were short lines that connected suburbs to a central city. For example, a six-mile line linked Independence and Kansas City.

Accounts vary, but the term “dummy” apparently derived from the silencing equipment on the steam engines so as not to alarm horses. Regardless of the term’s etymology, Warrensburg’s little train was called ‘The Dummy’.

Christopher built cabins and the three-story Minnewawa Hotel overlooking Pertle’s lakes for its hundreds of visitors. The 3000 seat Tabernacle auditorium played host to numerous meetings and conventions. Nearly all guests arrived on The Dummy. On its busiest days, it made 30 trips between downtown Warrensburg and Pertle. One-way tickets cost a dime. Getting back cost a nickel.

The Missouri Pacific did more than deliver passengers to The Dummy—it hauled thousands of Warrensburg mules the Army bought for World War I. The Jones Bros.’ mule business thrived at their still-standing brick barn on College Avenue. The tough, long-eared animals also provided Warrensburg Teachers College its mascot.

After operating the little train for 35 years, Christopher sold the railway to a former Pertle Springs manager. A newspaper reported that the manager bought the track and equipment for a company in Kansas City. A line that took months to build was dismantled in weeks. All that remains are stretches of The Dummy’s roadbed at Pertle and near the University of Central Missouri campus.

For more information and facts about Warrensburg please visit www.warrensburg-mo.com/city-information www.visitwarrensburg.com/about-warrensburg or <http://dummyline.org/>



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	406
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)	7
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 539, 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
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Sewer:

City of Warrensburg	Billing	660-262-4549
	Emergency	660-747-9131

Electric:

KCP&L (Evergy)	800-303-0752
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Natural Gas:

Spire	800-582-1234
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Telecommunications:

CenturyLink	800-788-3500
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("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.synergos-tech.com/ps_intro.htm

Updated stats provided by JCEDC



DEMOGRAPHIC AND INCOME PROFILE

STI: PopStats Population Summary	Warrensburg city, MO		Johnson County, MO	
		%		%
Population				
2020 Census	20,201		55,155	
2018 Estimate	19,855		54,298	
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%	
2019 Estimated Population by Ethnicity	<u>20,858</u>		<u>54,298</u>	
White	16,417	78.7%	47,782	88.0%
Black	1,724	8.3%	2,715	5.0%
Asian	542	2.6%	814	1.5%
Other	1,171	5.6%	489	0.9%
2018 Estimated Population Hispanic or Latino	1,004	4.8%	2,498	4.6%
2019 Estimated Total Population by Age	<u>19,854</u>		<u>54,298</u>	
Age 0 to 4	1,112	5.6%	3,421	6.3%
Age 5 to 9	993	5.0%	3,312	6.1%
Age 10 to 14	874	4.4%	3,149	5.8%
Age 15 to 24	6,830	34.4%	11,403	21.0%
Age 25 to 34	3,058	15.4%	8,090	14.9%
Age 35 to 44	1,827	9.2%	6,081	11.2%
Age 45 to 54	1,529	7.7%	5,538	10.2%
Age 55 to 64	1,509	7.6%	6,136	11.3%
Age 65 to 74	1,052	5.3%	4,235	7.8%
Age 75 to 84	675	3.4%	2,118	3.9%
Age 85 and over	417	2.1%	869	1.6%
2018 Median Age	25.7		32.2	
2018 Average Age	32.4		36.1	
2019 Estimated Population Age 25+ by Educational Attainment	<u>10,050</u>		<u>33,040</u>	
Less than 9th grade	171	1.7%	661	2.0%
Some High School, no diploma	372	3.7%	1784	5.4%
High School Graduate (or GED)	2,151	21.4%	9945	30.1%
Some College, no degree	2,100	20.9%	7599	23.0%
Associate Degree	894	8.9%	3172	9.6%
Bachelor's Degree	2,332	23.2%	5881	17.8%
Graduate/Professional Degree	2,030	20.2%	3965	12.0%
Households				
2019 Estimate	7,868		20,178	
2010 Census	7,450		19,311	
2000 Census	6,148		17,410	
1990 Census	5,236		14,510	

DEMOGRAPHIC AND INCOME PROFILE

STI: PopStats Household Summary	Warrensburg city, MO		Johnson County, MO	
		%		%
Growth 2010-2019	5.31%		4.49%	
Growth 2000-2010	17.48%		10.92%	
Average Household Size				
2018 Estimated	2.35		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	738	9.4%	2,491	11.1%
Occupied Housing Units	7,130	90.6%	19,933	88.9%
Owner-Occupied	2,700	34.3%	11,525	51.4%
Renter-Occupied	4,430	56.3%	8,408	37.5%
2018 Estimated Per Capita Income	\$21,706		\$23,328	
Current Year Estimated Population by Educational Attainment	Warrensburg city, MO		Johnson County, MO	
		%		%
2018 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%
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>	

DEMOGRAPHIC AND INCOME PROFILE

Agriculture, forestry, fishing and hunting, mining and construction	189	3.5%	2,283	9.0%
Manufacturing	624	7.2%	2,815	11.0%
Wholesale & retail trade	1,485	16.6%	3,375	13.2%
Transportation and warehousing, and utilities	208	2.2%	1,035	4.1%
Information	151	1.5%	355	1.4%
Finance, insurance, real estate and rental and leasing	369	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)	5506	4.3%	1,238	4.9%
Public Administration	776	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	700	7.8%	2,674	10.5%
Professional and Related Occupations	2,516	25.4%	5,455	21.4%
Service Occupations	2,356	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%
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%

DEMOGRAPHIC AND INCOME PROFILE

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>7,128</u>		<u>19,933</u>	
Less than \$15,000	1328	18.6%	2193	11.0%
\$15,000 to \$24,999	811	11.4%	1814	9.1%
\$25,000 to \$34,999	786	11.0%	2013	10.1%
\$35,000 to \$49,999	1014	14.2%	3169	15.9%
\$50,000 to \$74,999	1400	19.6%	4485	22.5%
\$75,000 to \$99,999	793	11.1%	2830	14.2%
\$100,000 to \$149,999	673	9.4%	2531	12.7%
\$150,000 to \$199,999	228	3.2%	638	3.2%
\$200,000 +	95	1.3%	279	1.4%
Current Year Estimated Households by Household Income				
Median Household Income	\$43,311		\$57,700	
Average Household Income	\$56,357		\$72,992	

DEMOGRAPHIC AND INCOME PROFILE

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>2,700</u>		<u>11,521</u>	
Less than \$50,000	58	2.1%	706	6.1%
\$50,000 to \$99,999	352	13.0%	1770	15.4%
\$100,000 to \$149,999	763	28.3%	2629	22.8%
\$150,000 to \$199,999	642	23.8%	2587	22.5%
\$200,000 to \$249,999	317	11.7%	1383	12.0%
\$250,000 to \$299,999	335	12.4%	1206	10.5%
\$300,000 to \$399,999	131	4.9%	634	5.5%
\$400,000 to \$499,999	42	1.6%	174	1.5%
\$500,000 to \$749,999	2	0.1%	88	0.8%
\$750,000 to \$999,999	0	0.0%	143	1.2%
\$1,000,000 to \$1,499,999	19	0.7%	71	0.6%
\$1,500,000 to \$1,999,999	0	0.0%	0	0.0%
\$2,000,000+	39	1.4%	130	1.1%
Median Housing Unit Value	\$163,785		\$175,537	
Average Housing Unit Value	\$213,528		\$232,622	
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)				

DEMOGRAPHIC AND INCOME PROFILE

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%
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%

DEMOGRAPHIC AND INCOME PROFILE

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%
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	<u>9,170</u>		<u>18,374</u>	
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	<u>9,170</u>		<u>18,374</u>	
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	<u>9,170</u>		<u>18,374</u>	
Males	4,796	44.4%	9,353	50.9%
Females	5,103	55.6%	9,021	49.1%
Employees Age 30+ by Education	<u>6,151</u>		<u>13,681</u>	
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%

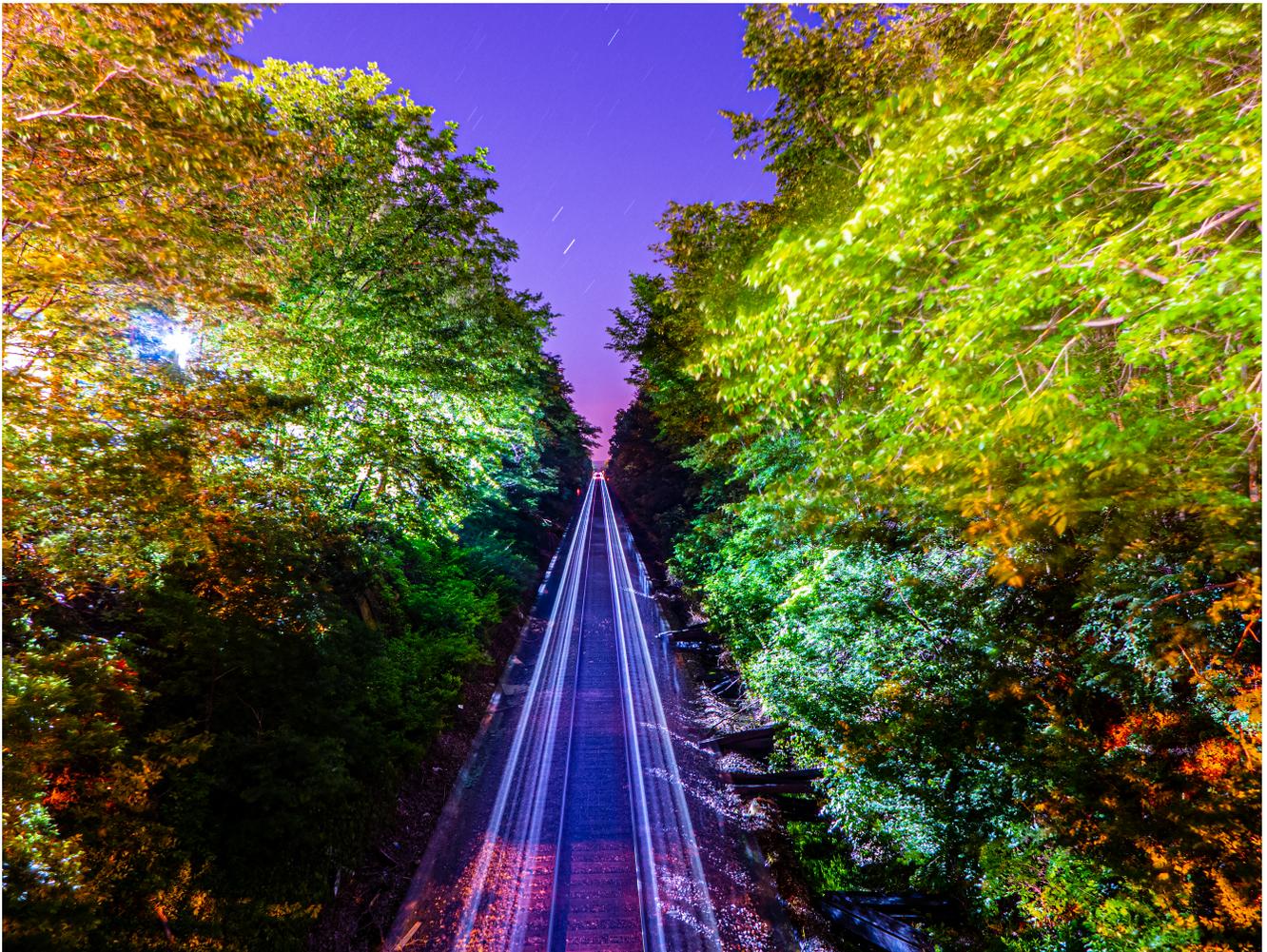
DEMOGRAPHIC AND INCOME PROFILE

	Warrensburg city, MO		Johnson County, MO	
Employees Age 30+ by Education				
College Degree and above 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.	1,319	21.4%	3,428	25.1%





CITY OF WARRENSBURG STRATEGIC PLAN



Fiscal Years
2017-2021



2017 to 2021 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 2021 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 2021 Strategic Plan

Focus I: Investment in Infrastructure

1. Maintain City Sidewalks

Strategies	Start Year
1a. Promote and market the current Curb and Sidewalk program and increase funding when possible	FY18
1b. Add ADA accessibility to all new and reconstructed sidewalks	FY18
1c. Increase bike trail connectivity to downtown	FY19
1d. Focus on sidewalk gap issues and connectivity	FY20

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. Extend Cooper Street to Hawthorne Blvd	FY20
2d. Improve Main St. north of Lions Lake	FY20

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 2021 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 2021 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. Promote and encourage citizens to complete the 2020 Census	FY20

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. Participate in a volunteer program like "Senior Corps" or "Keep America Beautiful"	FY20

2017 to 2021 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. Educate the Community on future City developments
4. Update and implement new technologies

2017 to 2021 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. Maintain Current Bond Rating	FY17
1b. Update financial reports to provide concise, pertinent, and timely information	FY17
1c. Gain CALEA rating	FY19
1d. Begin the Fire Service accreditation process	FY20

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. Create a Redevelopment Authority/Housing Rehab Program	FY20
2c. Create a Rental Inspection Program	FY20
2d. Actively market the and support the Young Street Revitalization (Opportunity Zone)	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 2021 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 2021 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. Continued focus to attract new events and enhance current events	FY20

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
3a. Enhanced promotion of the Burg Dog Unleashed Art Project	FY17
3b. Refocus the efforts of the Warrensburg Arts Commission	FY20
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 2021 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 2021 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. Move employee salaries to the 60% percentile for comparable wages when possible	-
2d. Explore an increased contribution to LAGERS	FY20

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	Promote and market the current Curb and Sidewalk program and increase funding when possible	Public Works	X	\$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
	Focus on sidewalk connectivity	Public Works			NO	FY20	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
	Extend Cooper Street to Hawthorne Blvd	Public Works		\$750,000	NO	FY20	FY21
Improve Main St. north of Lions Lake	Public Works		\$100,000	NO	FY20	FY21	
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
	Promote and encourage citizens to complete the 2020 Census	Community Development	X	\$10,000.00	NO	FY20	FY20
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		-	-		
3. Forge stronger partnership and increased support of Whiteman Air Force Base	Partner with other communities within Johnson County to assist with the Animal Shelter	Animal Shelter		-	-	FY19	Indefinite
	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
4. Identify and promote projects that enhance quality of life in Warrensburg	Maintain participation in parades, BRAC, Whiteman Heritage Center, and 4th of July events	City Manager	X	-	NO	FY17	Indefinite
	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	FY21
	Participate in "Keep America Beautiful" and create a Warrensburg tag line	City Wide	X	-	NO	FY20	Indefinite

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
	Begin the Fire Service accreditation process	Fire	X	\$17,000	-	FY20	FY21
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	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
	Create a Redevelopment Authority/Housing Rehab Program	City Manager/Community Development		\$100,000	Yes	FY21	FY21
	Create a Rental Inspection Program	City Manager/Community Development		\$150,000	Yes	FY21	FY21
	Actively market the and support the Young Street Revitalization (Opportunity Zone)	City Manager		-	NO	FY19	Indefinite
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
	Continued focus to attract new events and enhance current events	WCVB	X	-	NO	FY20	Indefinite
	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
	Refocus the efforts of the Warrensburg Arts Commission	Arts Commission	X	-	NO	FY20	FY20
	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
	Move employee salaries to the 60% percentile for comampairable wages when possible	City Manager/HR		\$400,000	YES		
	Explore an increased contribution to LAGERS	City Manager/HR		\$150,000	YES		
	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.

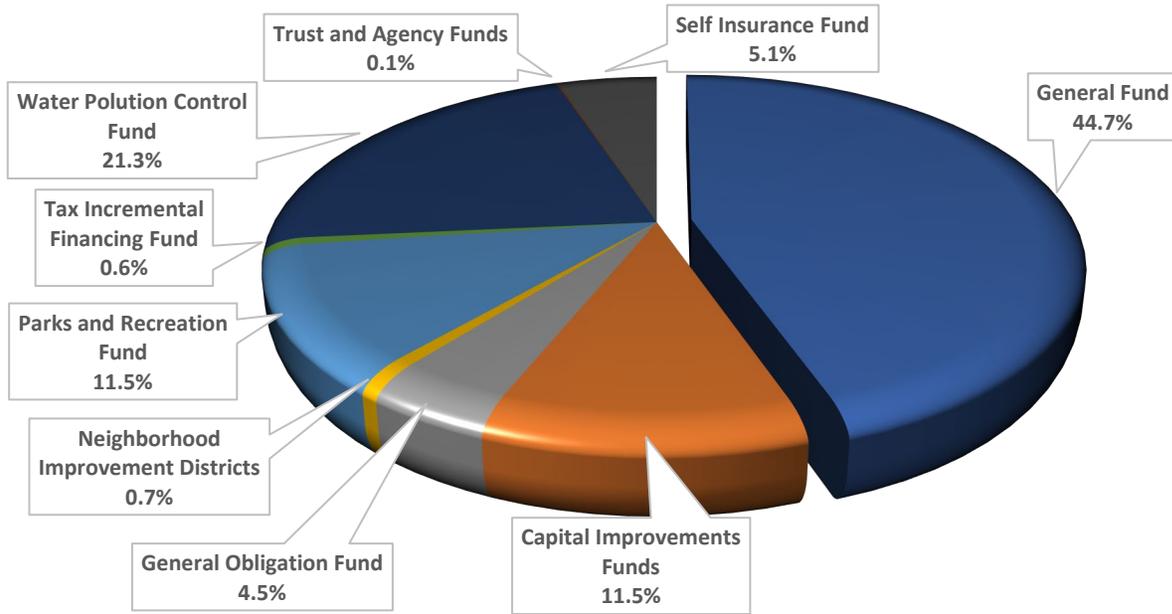
FISCAL YEAR 2019 BUDGET CALENDAR

		ACTIVITY	PLAN START	PLAN DURATION
February	8	Complete Cover Art rules and guidelines, and set a public release date	1	3
	21	Strategic Plan Review - Performance Measurement Discussion	3	1
	28	Prepare 6-Month Budget Amendments (if needed)	4	2
March	1	FY20 Budget available for departments to enter numbers	4	10
	8	CIP and Capital Outlay Requests Due	5	1
	12	Review FY20 Budget Priorities with Staff (Department Head Meeting)	6	1
	15	CIP Committee Meets - Revenue Projection for CIP	6	2
	25	Personnel Base Budget Complete (based on current staff and current benefits)	8	1
	29	Personnel Requests from Departments due to Finance and Human Resources	8	1
April	1	Personnel Compensation Package Review	9	3
	10	Report to City Manager for cost of Personnel Compensation Package	10	2
	15	Performance Measurements and Narratives sent to department heads	11	1
	22	City Council tour through City Hall	12	1
	25	Budget Retreat	12	1
	29	Send meeting request for Boards and Community funding request	13	1
May	6	Completion of initial budget numbers by departments	14	1
	8	FY20 Strategic Plan meeting and Budget Retreat Review	14	1
	13	Department and CIP budget review with Finance and the City Manager	15	1
	20	Review of FY19 Budget vs Actuals	16	2
	30	Performance Measurement/Narrative Review	17	1
	31	Preliminary Health Discussion Plan Design	17	1
June	3	Department meetings with Finance and the City Manager - Final Proposals	18	1
	10	Health Plan Design Analysis	19	4
	14	Final FY20 Budget Changes Due	19	1
	24	Community Funding Request To Council	21	1
	25	FY20 Unfunded List Determined by Staff	21	2
	28	6-Month Employee Evaluations Due	21	2
July	3	Final Review of Complete Personnel and Benefit Package	22	1
	8	Sewer Rate report to Council	23	1
	15	FY20 Revenue numbers updated	24	1
	19	Begin binding the FY20 Budget	24	2
	22	Request Tax Levy information from the County	25	1
	22	Public Hearing Adjusting Sewer Rates	25	2
	22	Public Comment with City Council Revisions and Approval of 5 Year CIP	25	2
August	5	Budget Complete and Forwarded to Council	27	2
	12	Budget Presentation to Council and Public	28	1
	12	Notice for Public Hearing for Tax Levies	28	2
	26	First Reading Ordinance, Public Comment & Hearing on Tax Levies	30	1
September	9	Final Budget Presented to Council	32	1
	9	First Reading for FY20 Budget	32	1
	23	Second Reading and Approval of Budget Ordinance	34	1
	30	Budgets Incorporated in Financial System	35	1
October	1	Begin Audit Preparation	36	4
	25	Submit Budget to GFOA for Award Consideration	39	2
	31	Begin Preliminary Audit Work	40	1

BUDGET IN BRIEF

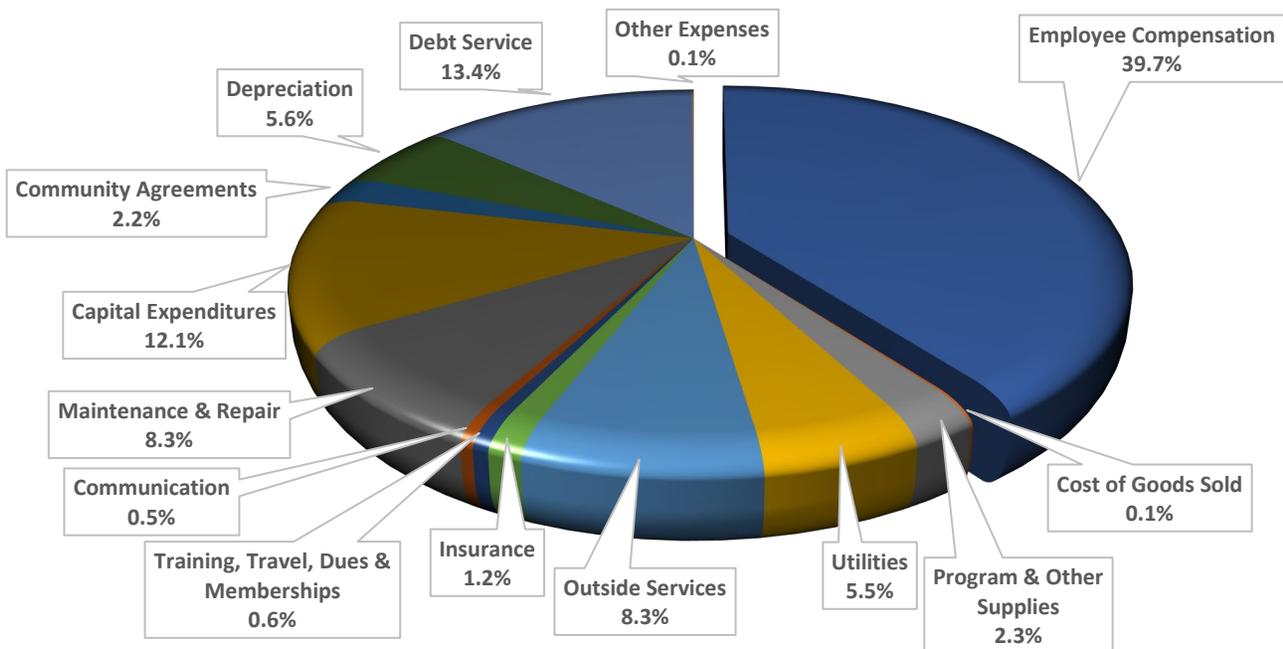
The revenue projection for fiscal year 2020, All Funds, is \$23,782,574. This number is up 1.4% over last years totals due to projected inflation, increased grant revenue and Water Pollution Control revenue. The General Fund portion of the All Funds total is up 2.9% from fiscal year 2019 for a total of 45.1%. The increase in grant revenue lies within the General Fund, in which both expenditures and revenue have been impacted. Water Pollution control fund is up slightly, .9% from fiscal year 19, due to needed sewer rate increases to cover the cost of aging infrastructure.

Fiscal Year 2020 All Funds Revenue



After the compensation study was performed in fiscal year 2018, the City has continued the efforts to invest in its most valuable assets, its employees. The increased compensation has stabilized the workforce and rapidly decreased turnover. In fiscal year 2020, employee compensation rose 1.3% over 2019 numbers. Other notable changes include Capital expenditures, which decreased from 15.4% to 12.1%, and is directly correlated with the increase in Maintenance and Repair, from 5.6% to 8.3%, as the City moves from buying capital equipment in 2020 to maintaining currently owned equipment.

Fiscal Year 2020 All Funds Expenditures





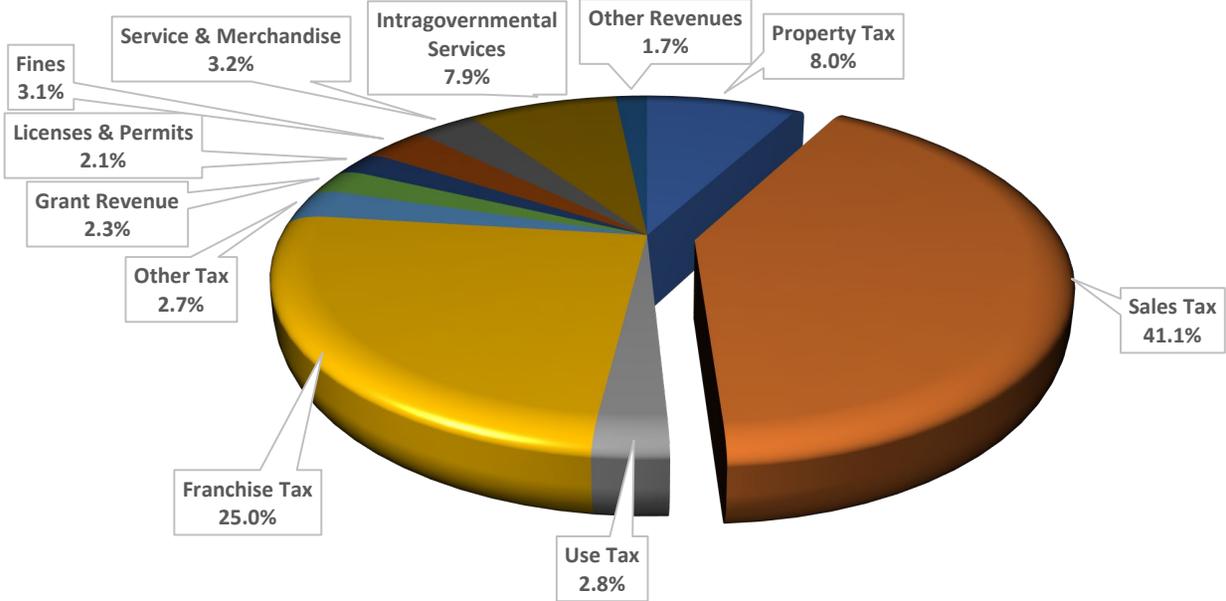
SUMMARY OF ALL FUNDS

DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2019				11,974,401
REVENUES				
PREMIUMS	968,803	1,041,856	1,035,000	1,191,100
PROPERTY TAX	1,326,737	2,349,398	2,460,100	2,605,700
SALES TAX	6,709,406	7,941,069	7,952,000	8,068,000
USE TAX	445,647	552,518	513,000	564,000
FRANCHISE TAX	2,577,786	2,682,885	2,630,000	2,653,000
TAX - NON CATEGORIZED	115,447	160,217	135,000	288,000
INTERGOVERN- FED GRANT	-	-	-	234,000
INTERGOVERN- ST GRANT	822,522	106,685	444,142	10,000
INTERGOVERN- LOCAL GRANT	18,500	10,000	-	-
LICENSES	98,596	97,498	105,850	109,800
PERMITS	120,012	147,823	116,890	116,890
FINES	347,665	326,971	352,900	332,900
SERVICE & MERCHANDISE	5,164,450	5,579,732	5,684,976	6,092,085
INTRAGOVERNMENT SVC/REIM	830,335	846,020	904,199	842,519
ASSET SALES	35,760	70,991	206,200	106,200
INTEREST INCOME	390,960	497,461	469,646	478,780
DONATION	47,891	262,155	152,500	49,600
REVENUE - NON CATEGORIZE	6,823,143	85,862	283,000	40,000
TOTAL REVENUES	26,843,661	22,759,142	23,445,403	23,782,574
EXPENDITURES				
SALARIES & WAGES	6,466,066	6,424,626	6,912,099	7,266,800
EMPLOYEE TAXES	479,272	476,331	521,036	542,482
EMPLOYEE RETIREMENT	308,417	256,822	327,091	312,174
EMPLOYEE INSURANCE	1,641,276	1,819,164	1,951,395	2,242,843
WORKERS' COMPENSATION	179,359	210,536	258,364	273,984
UNEMPLOYMENT	3,975	20	-	-
EMPLOYER PROVIDED SER OT	9	5,996	7,600	1,000
COST OF GOODS SOLD	34,470	32,120	30,500	27,500
PROGRAM & OTHER SUPPLIES	463,296	515,559	553,532	600,479
UTILITIES	1,273,077	1,342,747	1,379,007	1,434,614
OUTSIDE SERVICES	2,257,373	1,977,775	2,237,483	2,153,478
INSURANCE	287,545	301,343	313,200	320,400
TRAINING AND TRAVEL	73,265	81,321	94,569	130,286
DUES AND MEMBERSHIPS	22,259	23,062	26,782	28,240
COMMUNICATION	99,076	81,598	114,514	131,363
MAINTENANCE AND REPAIR	1,275,716	1,119,337	1,512,397	1,501,316
SERVICE- NON CATEGORIZED	343,827	683,832	680,977	667,193
CAPITAL - EXPENDITURES	1,842,306	4,138,648	4,229,073	3,104,151
DEBT SERVICE	2,708,349	3,453,441	3,547,290	3,503,503
THIRD PARTY TICKET SALES	(183)	-	100	-
COMMUNITY AGREEMENTS	300,029	315,861	341,621	576,037
OVER (SHORT)	(273)	(82)	100	100
BAD DEBT	-	-	15,000	15,000
DEPRECIATION	1,512,550	-	1,400,000	1,450,000
DONATIONS & GRANTS	4,797	3,350	5,100	6,600
NON CATEGORIZED	-	1	2	3
TOTAL EXPENDITURES	21,575,852	23,263,409	26,458,832	26,289,546
REVENUES OVER (UNDER) EXPENDITURES	5,267,808	(504,267)	(3,013,429)	(2,506,971)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020				9,467,429

SUMMARY OF GENERAL FUNDS

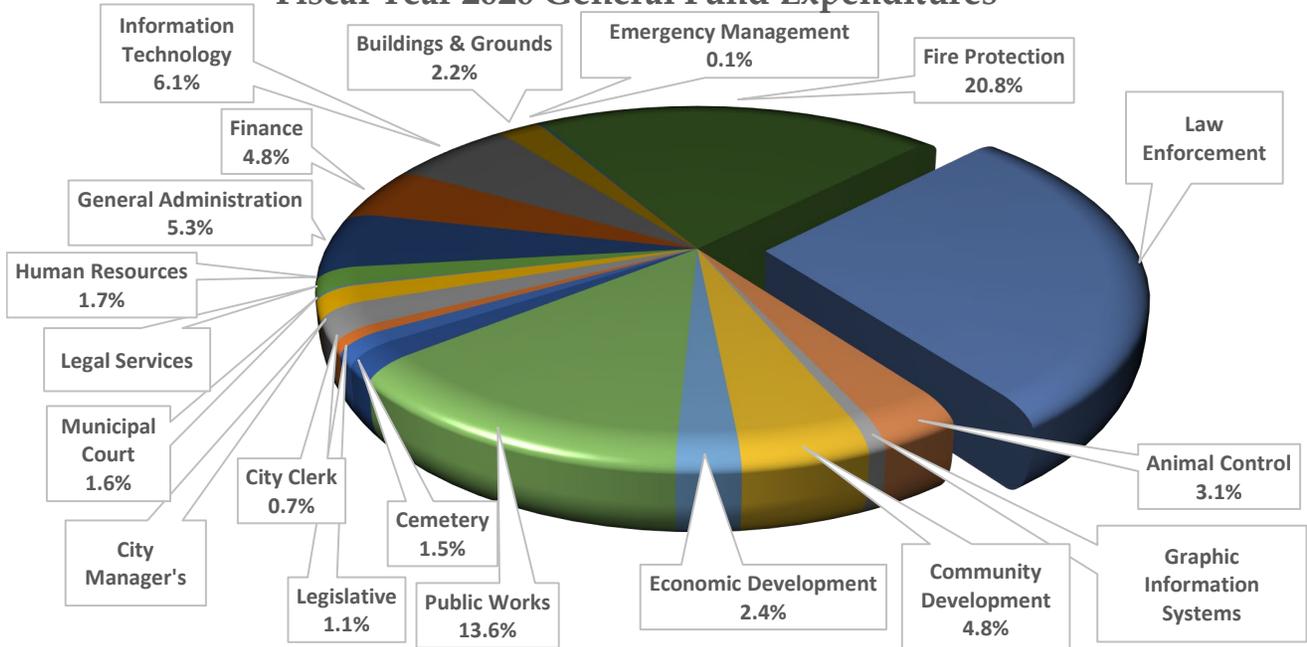
The General Fund is the City's largest fund, in which 41.1% is financed by Sales Tax revenue. The General Fund includes essential municipal services such as Emergency Management, Law Enforcement, Fire Protection, Street Maintenance, Public Information, Community and Economic Development. Quality and volume of these City services rely almost exclusively on Sales Tax revenue which has become extremely volatile in the internet era. It is necessary that the City continue to nurture the local economy to help stabilize fluctuations in dollars spent locally.

Fiscal Year 2020 General Fund Revenue



Public safety is an indispensable part of any City, and at 48.3% of the total, Law Enforcement and Fire Protection constitute the greatest expense within the General Fund. Public Works has the next largest expense at 13.6% of the total General fund expenses, with the next largest budget belonging to Information Technology at 6.1% of total expenditures.

Fiscal Year 2020 General Fund Expenditures





SUMMARY OF GENERAL FUND

DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2019				4,375,931
REVENUES				
PROPERTY TAX	798,131	813,568	828,400	854,500
SALES TAX	4,008,335	4,320,643	4,280,000	4,373,000
USE TAX	237,864	294,658	270,000	301,000
FRANCHISE TAX	2,577,786	2,682,885	2,630,000	2,653,000
TAX - NON CATEGORIZED	115,447	160,217	135,000	288,000
INTERGOVERN- FED GRANT	-	-	-	234,000
INTERGOVERN- ST GRANT	-	-	-	-
INTERGOVERN- LOCAL GRANT	29,873	9,715	10,000	10,000
LICENSES	98,596	97,498	105,850	109,800
PERMITS	120,672	148,464	117,190	117,190
FINES	346,855	326,180	352,100	332,100
SERVICE & MERCHANDISE	211,234	209,798	286,316	338,000
INTRAGOVERNMENT SVC/REIM	830,335	846,020	904,199	842,519
ASSET SALES	34,760	68,012	6,000	6,000
INTEREST INCOME	48,366	88,581	107,020	106,420
DONATION	23,034	39,706	20,000	30,000
REVENUE - NON CATEGORIZE	890,679	11,640	275,000	35,000
TOTAL REVENUES	10,371,966	10,117,587	10,327,075	10,630,529
EXPENDITURES				
SALARIES & WAGES	5,118,334	5,088,259	5,469,565	5,711,857
EMPLOYEE TAXES	378,132	375,836	410,528	427,427
EMPLOYEE RETIREMENT	199,063	204,091	259,026	245,317
EMPLOYEE INSURANCE	855,132	861,348	904,317	976,906
WORKERS' COMPENSATION	158,351	181,820	218,701	226,800
UNEMPLOYMENT	-	-	-	-
EMPLOYER PROVIDED SER OT	9	1,685	1,000	1,000
COST OF GOODS SOLD	-	-	500	500
COGS - PRO SHOP	115	56	-	-
PROGRAM & OTHER SUPPLIES	267,542	318,435	361,239	358,179
UTILITIES	649,256	697,760	729,535	738,280
OUTSIDE SERVICES	701,667	579,073	802,247	726,304
INSURANCE	195,155	202,098	200,000	215,400
TRAINING AND TRAVEL	65,825	72,376	106,181	109,936
DUES AND MEMBERSHIPS	15,693	16,652	20,304	20,615
COMMUNICATION	70,737	52,472	92,760	44,563
MAINTENANCE AND REPAIR	319,376	413,607	461,005	458,965
SERVICE- NON CATEGORIZED	31,926	38,998	42,497	113,453
CAPITAL - BUILDINGS	42,038	34,617	14,916	2,900
CAPITAL - EQUIPMENT	296,086	101,350	109,500	119,701
CAPITAL - SOFTWARE	302,017	76,937	-	-
CAPITAL - INFRASTRUCTURE	23	140,254	5,000	5,000
CAPITAL - VEHICLES	600,344	148,516	404,644	-
CAPITAL - NON CATEGORY	-	-	-	-
DEBT TRANSFERS	278,971	109,298	122,773	321,623
COMMUNITY AGREEMENTS	263,682	276,175	289,121	424,037
TOTAL EXPENDITURES	10,809,475	9,991,713	11,025,359	11,248,761
REVENUES OVER (UNDER) EXPENDITURES	(437,509)	125,873	(698,284)	(618,232)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020				3,757,700



GENERAL FUND REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
TAXES					
110-51105	PROPERTY TAX - CURRENT	722,208	736,358	745,000	775,000
110-51110	PROPERTY TAX - DELINQUENT	11,049	11,825	10,000	14,000
110-51115	RAILROAD TAX	34,483	35,934	37,000	32,000
110-51125	FINANCIAL INSTITUTION	3,310	2,252	3,600	3,500
110-51130	M & M SURTAX	27,081	27,200	32,800	30,000
110-51205	SALES TAX	3,158,556	3,400,290	3,375,000	3,475,000
110-51210	LAW ENFORCEMENT	817,940	889,847	870,000	870,000
110-51220	CIGARETTE TAX	237,864	30,506	35,000	28,000
110-51305	USE TAX	1,545,476	294,658	270,000	301,000
110-51405	FRANCHISE - ELECTRIC	249,336	1,706,862	1,645,000	1,671,000
110-51410	FRANCHISE - GAS	241,981	286,283	255,000	267,000
110-51415	FRANCHISE - WATER	347,340	228,781	255,000	276,000
110-51420	FRANCHISE - TELEPHONE	193,652	285,736	310,000	276,000
110-51425	FRANCHISE - CABLE TELEVISION	115,447	175,223	165,000	163,000
TOTAL TAX REVENUE		7,705,723	8,111,754	8,008,400	8,181,500
INTRAGOVERNMENTAL					
110-51905	TAXES - LODGING	115,447	160,217	135,000	288,000
110-52105	GRANTS - FEDERAL	-	-	-	234,000
110-52205	GRANTS - MODOT	31,839	-	-	-
110-52235	GRANTS - DEPT NATURAL RESOURCE	11,448	-	-	-
110-52240	GRANTS - DEPT OF CONSERVATION	9,925	9,715	10,000	10,000
110-52305	GRANTS - NON CATEGORIZED	8,500	-	-	-
TOTAL INTERGOVERNMENTAL - GRANTS REVENUE		177,159	169,932	145,000	532,000
LICENCE AND PERMITS					
110-53105	LICENSE - BUSINESS	70,313	70,460	73,000	77,000
110-53110	LICENSE - CIGARETTE	396	420	350	400
110-53115	LICENSE - DOG	2,382	2,248	2,500	2,400
110-53120	LICENSE - LIQUOR	25,505	24,370	30,000	30,000
110-53205	PERMIT - BUILDING	85,286	117,027	80,000	80,000
110-53210	PERMIT - RIGHT OF WAY	34,179	30,345	36,000	36,000
110-53299	PERMIT - NON CATEGORIZED	397	301	390	390
TOTAL LICENCE AND PERMITS REVENUE		218,457	245,171	222,240	226,190
FINES					
110-54105	COMPENSATION	810	791	800	800
110-54110	COURT	324,324	293,266	330,000	310,000
110-54115	DOMESTIC VIOLENCE	-	-	-	-
110-54120	INMATE SECURITY	3,284	3,179	3,600	3,600
110-54125	PARKING	-	730	-	-
110-54130	RECOUPMENT	-	-	-	-
110-54135	TRAINING	4,378	4,236	3,500	3,500
110-54140	VIOLATIONS	14,870	24,770	15,000	15,000
TOTAL FINES		347,665	326,971	352,900	332,900



GENERAL FUND REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
CHARGES FOR SERVICE					
110-55110	ADOPTIONS	51,554	43,993	60,000	60,000
110-55130	CONSTRUCTION	-	-	-	-
110-55135	DEVELOPMENT	2,050	8,120	4,000	4,000
110-55140	SERVICES	-	375	900	900
110-55141	CONTRACTUAL SERVICES	98,087	104,973	158,316	210,000
110-55145	FOUNDATIONS	575	845	500	500
110-55150	GRAVE OPENINGS	26,350	25,625	35,000	35,000
110-55155	LOT	18,750	10,500	10,000	10,000
110-55170	PROGRAMS	3,550	4,100	4,500	4,500
110-55175	RENTALS	5,000	3,150	6,500	6,500
110-55180	REPORTS	4,519	5,086	4,600	4,600
110-55190	MERCHANDISE	-	-	-	-
110-55199	SERVICES - NON CATEGORIZED	800	3,032	2,000	2,000
TOTAL CHARGES FOR SERVICES		211,234	209,798	286,316	338,000
INTRAGOVERNMENTAL SERVICES / REIMBURSEMENT:					
110-55500	INTRAGOVERNMENT SVC / REIMB	830,335	846,020	904,199	842,519
TOTAL INTRAGOVERNMENTAL SERVICES / REIMBURS		830,335	846,020	904,199	842,519
ASSET SALES					
110-56105	ASSET SALES - LAND	34,760	7,600	-	-
110-56110	ASSET SALES - EQUIPMENT	-	60,412	6,000	6,000
TOTAL ASSET SALES		34,760	68,012	6,000	6,000
INTEREST INCOME					
110-57105	INTEREST ON DEPOSITS	46,250	69,893	72,000	75,400
110-57107	INTEREST ON INVESTMENTS	-	18,616	30,000	26,000
110-57110	INTEREST - SALES TAX	2,055	-	5,000	5,000
110-57120	EARNINGS CREDIT	62	72	20	20
TOTAL INTEREST INCOME		48,366	88,581	107,020	106,420
DONATIONS					
110-59110	DONATIONS	96	20,081	-	10,000
110-59115	DONATIONS - ANIMAL CONTROL	13,764	10,376	10,000	10,000
110-59120	DONATIONS - CEMETERY	9,174	9,250	10,000	10,000
TOTAL DONATIONS		23,034	39,706	20,000	30,000
NON CATERGORIZED					
110-59910	CLAIMS / REIMBURSEMENTS	58,756	8,861	30,000	30,000
110-59920	LEASE PROCEEDS	821,237	-	240,000	-
110-59999	NON - CATEGORIZED	10,686	2,780	5,000	5,000
TOTAL NON CATERGORIZED		890,679	11,640	275,000	35,000
TOTAL REVENUES		10,487,413	10,117,587	10,327,075	10,630,529


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 2018-2019 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.

FY20 Budget

In the FY19 Budget some expenses were moved from Economic Development and Buildings and Grounds to the City Council budget. These expenditures continue to be budgeted in the City Council Budget.

City Council Boards and Commissions were moved to the City Council budget from the Economic Development budget:



CITY COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 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	4	4	5
TOTAL PERSONNEL EXPENSES		1,942	1,948	1,947	1,948
COMMODITIES					
110-601-4102	CLOTHING	-	-	50	50
110-601-4103	COMPUTER SUPPLIES	-	-	-	-
110-601-4108	MEETING SUPPLIES	66	-	70	70
110-601-4109	OFFICE SUPPLIES	191	113	400	400
110-601-4114	SOFTWARE	-	-	-	2,500
110-601-4117	FOOD	980	620	2,000	1,000
110-601-4199	SUPPLIES - NON CATEGORIZED	-	-	300	300
TOTAL COMMODITIES		1,237	733	2,820	4,320
SERVICES					
110-601-5205	LABOR / LABOR & EQUIPMENT	-	-	17,200	17,200
110-601-5206	LEGAL SERVICES	413	225	650	650
110-601-5299	CONTRACTUAL - NON CATEGORIZED	-	-	70,000	70,000
110-601-5401	TRAVEL - MEALS	324	30	1,780	1,780
110-601-5402	MILEAGE	326	835	1,925	1,225
110-601-5403	TRAVEL - ROOM	1,500	8	1,800	1,800
110-601-5404	SCHOOLS AND SEMINARS	485	470	2,360	2,360
110-601-5501	DUES AND MEMBERSHIPS	575	700	1,740	1,640
110-601-5601	ADVERTISING	521	2,248	4,400	3,450
110-601-5602	POSTAGE	28	-	-	-
110-601-5603	PRINTING AND BINDING	-	-	50	50
110-601-5604	SHOWS/ EXPO/ EVENTS EXPENSES	-	-	1,675	1,675
110-601-5605	OUTSIDE EVENTS	-	388	1,000	1,000
110-601-5906	PROGRAMS / EVENTS EXPENSE	-	-	1,500	1,500
110-601-5999	SERVICES - NON CATEGORIZED	454	660	3,000	2,670
TOTAL SERVICES		4,626	5,564	109,080	107,000
NON-CATEGORIZED					
110-601-9301	COMMUNITY AGREEMENTS	-	-	4,876	1,200
TOTAL NON-CATEGORIZED		-	-	4,876	1,200
TOTAL EXPENDITURES		7,805	8,245	118,723	114,468



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	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Budget
17	1	1	1	1
Totals	1	1	1	1



CITY CLERK

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-602-1101	WAGES	48,257	49,712	51,584	52,370
110-602-1105	WAGES - SUPPLEMENTAL	240	240	240	240
110-602-1106	PTO ANNUAL PAY OUT	-	-	500	500
110-602-2101	FICA TAXES	3,685	3,777	3,965	4,025
110-602-2201	RETIREMENT - LAGERS	2,764	3,097	3,369	3,262
110-602-2301	INSURANCE - DENTAL	342	342	831	831
110-602-2302	INSURANCE - HEALTH	6,170	5,902	5,813	5,813
110-602-2304	INSURANCE - LIFE	120	103	130	132
110-602-2305	INSURANCE - SHORT TERM DISABIL	224	234	232	247
110-602-2306	INSURANCE - LONG TERM DISABILI	109	114	117	120
110-602-2401	WORKER'S COMPENSATION	113	93	105	105
TOTAL PERSONNEL EXPENSES		62,025	63,615	66,885	67,644
COMMODITIES					
110-602-4103	COMPUTER SUPPLIES	708	468	275	275
110-602-4108	MEETING SUPPLIES	50	-	-	-
110-602-4109	OFFICE SUPPLIES	32	102	250	250
110-602-4112	PUBLICATIONS	240	240	240	240
110-602-4114	SOFTWARE	-	-	-	-
TOTAL COMMODITIES		1,030	810	765	765
SERVICES					
110-602-5106	UTILITY - TELEPHONE	210	210	210	210
110-602-5206	LEGAL SERVICES	269	350	500	500
110-602-5401	TRAVEL - MEALS	38	-	140	-
110-602-5402	MILEAGE	-	-	250	-
110-602-5403	TRAVEL - ROOM	-	-	450	-
110-602-5404	SCHOOLS AND SEMINARS	-	-	300	-
110-602-5501	DUES AND MEMBERSHIPS	287	265	250	50
110-602-5601	ADVERTISING	-	224	60	60
110-602-5603	PRINTING AND BINDING	4,264	5,062	6,000	7,000
110-602-5999	SERVICES - NON CATEGORIZED	11,255	4,560	4,050	4,050
TOTAL SERVICES		16,323	10,671	12,210	11,870
CAPITAL					
110-602-6206	EQUIPMENT - OFFICE	11,375	1,000	-	-
TOTAL CAPITAL		11,375	1,000	-	-
TOTAL EXPENDITURES		90,753	76,097	79,860	80,279

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 2019 Accomplishments

- Integral part of the addition of four new businesses to the community
- Completion of the Hawthorne Roundabout
- Completion of the City-wide traffic signal upgrade
- Implemented employee wellness program with incentives
- Sold of a portion of Hawthorne Lot 7

Fiscal Year 2020 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
- Educate the Community on future City developments
- Update and Implement new technologies

FY19 Follow-up Performance Management Initiatives

- Update 2-5-year goals for the City based on Community survey results – *Goals updated, with plan on new survey for 2020*
- Implement recommendations from the City wage study – *Wage study has been fully implemented*
- Ensure that all capital projects related to GO Bonds and the Hawthorne TDD are on schedule and completed on time – *All GO Bond projects along with the TDD project have ben completed on time or ahead of schedule*

FY20 Performance Management Initiatives

- Issue new community survey to measure change since 2017
- Increase goals and incentives for the employee wellness program
- Sale of a Hawthorne lot

Position Detail

	Salary	FY17	FY18	FY19	FY20
	Range	Actual	Actual	Actual	Budget
City Manager	29	1	1	1	1
Special Projects Coordinator/PIO	8	0	1	1	1
Totals		1	2	2	2



CITY MANAGER

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-603-1101	WAGES	167,784	140,488	159,808	164,630
110-603-1103	WAGES - OVERTIME	2,087	35	-	-
110-603-1105	WAGES - SUPPLEMENTAL	4,800	4,800	4,800	4,800
110-603-1106	PTO ANNUAL PAY OUT	-	-	500	500
110-603-2101	FICA TAXES	12,452	10,451	12,593	12,961
110-603-2201	RETIREMENT - LAGERS	9,241	8,282	10,700	10,505
110-603-2301	INSURANCE - DENTAL	1,173	1,002	1,362	1,662
110-603-2302	INSURANCE - HEALTH	21,469	16,900	20,702	20,702
110-603-2304	INSURANCE - LIFE	416	348	403	415
110-603-2305	INSURANCE - SHORT TERM DISABIL	776	651	830	775
110-603-2306	INSURANCE - LONG TERM DISABILI	379	318	394	379
110-603-2401	WORKER'S COMPENSATION	400	333	335	339
TOTAL PERSONNEL EXPENSES		220,978	183,607	212,425	217,668
COMMODITIES					
110-603-4102	CLOTHING	-	106	200	200
110-603-4103	COMPUTER SUPPLIES	836	-	600	200
110-603-4108	MEETING SUPPLIES	-	-	230	230
110-603-4109	OFFICE SUPPLIES	84	43	1,200	200
110-603-4112	PUBLICATIONS	-	281	400	400
110-603-4114	SOFTWARE	-	-	664	600
110-603-4117	FOOD	317	500	1,000	1,000
110-603-4199	SUPPLIES - NON CATEGORIZED	-	972	200	200
TOTAL COMMODITIES		1,238	1,902	4,494	3,030
SERVICES					
110-603-5106	UTILITY - TELEPHONE	1,320	900	900	900
110-603-5206	LEGAL SERVICES	1,481	1,663	2,100	2,100
110-603-5401	TRAVEL - MEALS	257	593	644	644
110-603-5402	MILEAGE	1,683	1,769	950	1,350
110-603-5403	TRAVEL - ROOM	1,401	1,285	1,950	1,950
110-603-5404	SCHOOLS AND SEMINARS	856	1,230	3,500	3,500
110-603-5501	DUES AND MEMBERSHIPS	1,709	1,750	1,731	1,731
110-603-5601	ADVERTISING	-	74	1,900	2,000
110-603-5904	EMPLOYMENT	65	1,545	150	1,150
TOTAL SERVICES		8,771	10,810	13,825	15,325
TOTAL EXPENDITURES		230,987	196,318	230,744	236,023



MUNICIPAL COURT

Fiscal Year 2019 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 2020 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	FY17	FY18	FY19	FY20
	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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-604-1101	WAGES	39,675	52,058	57,824	60,608
110-604-1102	WAGES - PART TIME	-	-	6,271	8,008
110-604-1103	WAGES - OVERTIME	5,374	975	1,000	1,000
110-604-1105	WAGES - SUPPLEMENTAL	60	60	60	120
110-604-1106	PTO ANNUAL PAY OUT	-	1,999	2,018	2,000
110-604-2101	FICA TAXES	3,402	4,083	4,984	5,335
110-604-2201	RETIREMENT - LAGERS	2,069	2,677	3,827	3,827
110-604-2301	INSURANCE - DENTAL	1,168	1,148	1,362	1,662
110-604-2302	INSURANCE - HEALTH	9,375	11,312	11,625	11,625
110-604-2304	INSURANCE - LIFE	114	133	152	158
110-604-2305	INSURANCE - SHORT TERM DISABIL	200	223	260	294
110-604-2306	INSURANCE - LONG TERM DISABILI	98	109	127	144
110-604-2401	WORKER'S COMPENSATION	123	102	102	445
TOTAL PERSONNEL EXPENSES		61,658	74,876	89,613	95,226
COMMODITIES					
110-604-4103	COMPUTER SUPPLIES	416	-	600	100
110-604-4109	OFFICE SUPPLIES	660	684	1,598	1,598
110-604-4114	SOFTWARE	-	-	-	-
TOTAL COMMODITIES		1,076	684	2,198	1,698
SERVICES					
110-604-5204	JUDICAL SERVICES	33,275	34,925	40,919	39,844
110-604-5206	LEGAL SERVICES	2,708	25	100	100
110-604-5208	PROSECUTOR SERVICES	29,867	33,186	32,800	32,800
110-604-5401	TRAVEL - MEALS	78	114	224	224
110-604-5402	MILEAGE	121	348	326	596
110-604-5403	TRAVEL - ROOM	432	432	450	450
110-604-5404	SCHOOLS AND SEMINARS	200	400	400	500
110-604-5501	DUES AND MEMBERSHIPS	170	170	170	170
110-604-5601	ADVERTISING	383	(115)	150	150
110-604-5704	SOFTWARE MAINTENANCE & REPAIR	-	1,375	4,200	4,200
110-604-5904	EMPLOYMENT	221	111	115	115
110-604-5905	SECURITY	802	267	240	240
TOTAL SERVICES		68,258	71,238	80,094	79,389
TOTAL EXPENDITURES		130,991	146,798	171,905	176,313

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 an 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 2020 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.

FY19 Follow-up Performance Management Initiatives

Since fiscal year 2018 the Legal Services budget has been reduced by 50%.

LEGAL SERVICES

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
SERVICES					
110-605-5206	LEGAL SERVICES	17,035	30,791	20,000	15,000
TOTAL SERVICES		17,035	30,791	20,000	15,000
TOTAL EXPENDITURES		17,035	30,791	20,000	15,000



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 2019 Accomplishments

- Implemented the InSperty PerformSmart performance evaluation system to complement our pay for performance-based wage philosophy for wage increases.
- Implemented a wellness program that included premium credits while increasing employee participation in wellness screenings by just over 70%.
- Re-established the Safety Committee and continue to work with the Summit Safety Group to improve safety and workers compensation costs.

Fiscal Year 2020 Initiatives

- Utilize the second 6-month PerformSmart evaluation cycle to assist Department Heads with determining 2020 wage increases.
- Implement and publish electronically an updated Personnel Policy Manual.
- Continue to work with our benefits broker to implement and monitor benefits within our 2020 fiscal budget.
- Continue to monitor benefits package to ensure competitiveness.
- Develop additional wellness program activities.

Performance Measurement

Measureable 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).
- Complete and publish electronically the new Personnel Policy Manual and place on our intranet for access by all employees.
- Work with departments and Safety Committee to implement safety programs providing safety training opportunities for employees once a quarter and also physically publish a new electronic city Safety Manual.
- 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.

Position Detail

	Salary Range	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Budget
Human Resource Director	19	1	1	1	1
Human Resource Assistant	14	0	0	1	1
Totals		1	1	2	2

FY18

Full time Human Resource Assistant position added, the cost of the position is split with the Parks Department



HUMAN RESOURCES

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-610-1101	WAGES	77,003	79,343	109,673	116,696
110-610-1105	WAGES - SUPPLEMENTAL	1,200	1,200	1,200	1,200
110-610-1106	PTO ANNUAL PAY OUT	-	2,027	3,474	3,000
110-610-2101	FICA TAXES	5,657	5,989	8,776	9,019
110-610-2201	RETIREMENT - LAGERS	3,428	5,159	7,457	7,310
110-610-2301	INSURANCE - DENTAL	831	831	1,662	1,662
110-610-2302	INSURANCE - HEALTH	12,038	11,745	17,460	17,460
110-610-2304	INSURANCE - LIFE	194	200	286	294
110-610-2305	INSURANCE - SHORT TERM DISABIL	363	373	530	549
110-610-2306	INSURANCE - LONG TERM DISABILI	177	183	259	268
110-610-2401	WORKER'S COMPENSATION	182	181	175	252
110-610-2601	FLEX SPENDING ACCOUNT	9	-	-	-
110-610-2610	EMPLOYMENT DEVELOPMENT	-	-	1,000	1,000
TOTAL PERSONNEL EXPENSES		101,081	107,232	151,953	158,711
COMMODITIES					
110-610-4103	COMPUTER SUPPLIES	306	376	300	-
110-610-4108	MEETING SUPPLIES	-	-	50	50
110-610-4109	OFFICE SUPPLIES	382	211	1,250	250
110-610-4111	PROGRAM SUPPLIES	3,115	3,341	4,350	4,200
110-610-4117	FOOD	171	157	400	400
TOTAL COMMODITIES		3,975	4,085	6,350	4,900
SERVICES					
110-610-5106	UTILITY - TELEPHONE	420	420	420	420
110-610-5202	CONSULTING SERVICES	-	35,414	250	3,850
110-610-5206	LEGAL SERVICES	1,044	1,238	2,000	2,000
110-610-5299	CONTRACTUAL - NON CATEGORIZED	4,874	4,859	5,160	5,544
110-610-5401	TRAVEL - MEALS	-	-	150	150
110-610-5402	MILEAGE	-	-	500	500
110-610-5403	TRAVEL - ROOM	-	238	1,000	1,000
110-610-5404	SCHOOLS AND SEMINARS	360	749	1,000	1,000
110-610-5501	DUES AND MEMBERSHIPS	-	-	400	400
110-610-5601	ADVERTISING	-	47	650	500
110-610-5903	HEALTH AND WELLNESS	2,232	1,783	2,167	2,167
110-610-5904	EMPLOYMENT	75	-	110	-
TOTAL SERVICES		9,005	44,748	13,807	17,531
TOTAL EXPENDITURES		114,062	156,065	172,110	181,142

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 to pay the payroll expenses for the Director of Tourism and budgets those expenses in this department. In April of 2019, the citizens of Warrensburg voted to increase the lodging tax from 2.5% to 5%. This increase is reflected in this account.





GENERAL ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-611-1101	WAGES	81,211	48,734	50,560	51,319
110-611-1102	WAGES - PART TIME	-	-	10,993	11,244
110-611-1105	WAGES - SUPPLEMENTAL	-	-	-	-
110-611-2101	FICA TAXES	2,999	3,722	4,709	4,786
110-611-2201	RETIREMENT - LAGERS	2,253	3,052	3,286	3,182
110-611-2301	INSURANCE - DENTAL	367	831	831	831
110-611-2302	INSURANCE - HEALTH	5,142	5,902	30,813	30,813
110-611-2304	INSURANCE - LIFE	85	123	127	129
110-611-2305	INSURANCE - SHORT TERM DISABIL	160	229	238	242
110-611-2306	INSURANCE - LONG TERM DISABILI	78	112	116	118
110-611-2401	WORKER'S COMPENSATION	92	100	90	125
TOTAL PERSONNEL EXPENSES		92,387	62,806	101,763	102,789
COMMODITIES					
110-611-4103	COMPUTER SUPPLIES	72	145	-	-
110-611-4108	MEETING SUPPLIES	-	136	100	100
110-611-4109	OFFICE SUPPLIES	1,416	3,131	2,700	2,700
110-611-4112	PUBLICATIONS	-	-	-	-
110-611-4114	SOFTWARE	-	-	320	320
110-611-4117	FOOD	-	-	-	-
110-611-4199	SUPPLIES - NON CATEGORIZED	-	-	50	50
TOTAL COMMODITIES		1,488	3,412	3,170	3,170
SERVICES					
110-611-5203	FINANCIAL SERVICES	20,882	21,899	20,663	20,663
110-611-5209	RENT / LEASE	6,901	5,727	6,901	6,901
110-611-5301	PROPERTY INSURANCE	195,155	202,098	200,000	215,400
110-611-5501	DUES AND MEMBERSHIPS	2,284	2,284	2,300	2,300
110-611-5601	ADVERTISING	394	-	-	-
110-611-5602	POSTAGE	50,740	35,755	60,850	12,850
110-611-5904	EMPLOYMENT	(3,828)	78	-	-
110-611-9301	COMMUNITY AGREEMENTS	58,224	77,188	66,456	210,211
110-611-9401	OVER (SHORT)	(2)	13	-	-
TOTAL SERVICES		330,750	345,042	357,170	468,325
TOTAL EXPENDITURES		424,625	411,260	462,103	574,284

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

- Implemented new financial software
- Updated the stale dated check process
- Streamlined the purchasing card reconciliation process
- Purchased a new Street Sweeper through a negotiated lease purchase agreement
- 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

FY19 Follow-up Performance Management Initiatives

Finance Performance Management

- Fiduciary Focus
 - Increase investments and investment income – *Investments are up 30% and investment income is up 50% from FY18*
 - Conduct City wide cash audits – *Process and procedures have been put in place with hopes of beginning audits in November of 2019*
 - Update Fixed Asset list – *Fixed assets have been updated in the new financial software*

FY20 Performance Management Initiatives

Finance Performance Management

- Fiduciary Focus
 - Continue to increase investment and interest income
 - Refinance the Hawthorne debt
 - City wide rollout of the document management software
 - Implement purchasing card program
 - Conduct City wide audits

FINANCE DEPARTMENT

Position Detail

	Salary Range	FY17 Actual	FY18 Actual	FY19 Actual	FY20 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	1	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		1	1	1	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.



FINANCE DEPARTMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-612-1101	WAGES	296,682	303,913	326,530	341,689
110-612-1103	WAGES - OVERTIME	161	864	2,500	2,500
110-612-1105	WAGES - SUPPLEMENTAL	1,620	1,680	1,680	1,740
110-612-1106	PTO ANNUAL PAY OUT	-	4,889	10,323	6,500
110-612-2101	FICA TAXES	21,843	22,572	25,299	26,464
110-612-2201	RETIREMENT - LAGERS	17,003	19,084	21,496	21,448
110-612-2301	INSURANCE - DENTAL	4,716	5,180	6,249	6,649
110-612-2302	INSURANCE - HEALTH	64,823	62,508	61,874	67,000
110-612-2304	INSURANCE - LIFE	773	798	827	861
110-612-2305	INSURANCE - SHORT TERM DISABIL	1,366	1,429	1,525	1,609
110-612-2306	INSURANCE - LONG TERM DISABILI	667	698	745	786
110-612-2401	WORKER'S COMPENSATION	693	573	610	1,627
TOTAL PERSONNEL EXPENSES		410,347	424,187	459,659	478,872
COMMODITIES					
110-612-4102	CLOTHING	-	372	410	495
110-612-4103	COMPUTER SUPPLIES	215	289	2,300	-
110-612-4109	OFFICE SUPPLIES	1,853	1,823	4,750	2,500
110-612-4112	PUBLICATIONS	840	-	100	100
110-612-4114	SOFTWARE	-	-	-	600
110-612-4117	FOOD	150	281	300	300
TOTAL COMMODITIES		3,058	2,765	7,860	3,995
SERVICES					
110-612-5106	UTILITY - TELEPHONE	713	720	720	720
110-612-5108	FUEL	780	935	800	800
110-612-5201	AUDIT SERVICES	14,281	14,480	17,000	18,500
110-612-5202	CONSULTING SERVICES	-	3,500	5,000	5,000
110-612-5206	LEGAL SERVICES	613	700	1,000	1,000
110-612-5401	TRAVEL - MEALS	15	201	400	400
110-612-5402	MILEAGE	810	310	1,400	1,400
110-612-5403	TRAVEL - ROOM	723	1,097	1,800	1,800
110-612-5404	SCHOOLS AND SEMINARS	-	1,009	3,750	3,350
110-612-5501	DUES AND MEMBERSHIPS	670	895	1,315	1,315
110-612-5601	ADVERTISING	193	233	150	150
110-612-5603	PRINTING AND BINDING	10	-	-	-
110-612-5706	VEHICLE MAINTENANCE & REPAIR	242	912	800	800
110-612-5904	EMPLOYMENT	110	-	125	125
TOTAL SERVICES		19,160	24,992	34,260	35,360
TOTAL EXPENDITURES		432,565	451,944	501,779	518,227

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 2019 Accomplishments

- Major Projects Currently in Progress
 - Security Camera Upgrade/Installation
 - Migrating WCVB to new offices
 - Reconfiguring network for Security Camera installation
 - Started planning for virtual infrastructure migration
- Major Projects Completed
 - Server Room clean agent fire suppression system installation
 - Door security system upgrade
 - Fiber optic installation between City Hall and PD Building
 - Printer/Copier Consolidation
 - Reduced print devices from 52 to 30
 - Consolidated all copiers into one lease and maintenance contract
 - All printers covered by maintenance contract; employees no longer have to source and purchase toner; contractor does all printer maintenance and replaces defective printers
 - Installed new network at Parks Maintenance Building
 - Installed new network for Traffic Signal control
- Client Improvements
 - Continued PC Refresh Program; deployed 24 new computers
- Network Improvements
 - Shut down remaining Server 2003 equipment
 - Built proof of concept for PD vehicles with CradlePoint for constant connection to City Network to include Two Factor Authentication
 - Migrated PD Officers off County VPN connection to City VPN connection
- Application Projects
 - Completed Incode 10 implementation for most finance applications
 - Preparing to deploy building permit web application

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 1,600 tickets. This includes 674 customer generated tickets, 21 project generated tickets, and 922 IT generated tickets. There are currently 23 unresolved tickets, down from 45, 43, 69 and 152 in the previous four years. Statistics are as follows:

- Average 1st Response Time: 1h, 3m
- Average Resolution Time: 59h, 27m
- First Contact Resolution: 52%
- First Response SLA: 99%
- Resolution SLA: 99%
- Customer Satisfaction:
 - 95% Positive
 - 2% Neutral
 - 2% 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	FY17	FY18	FY19	FY20
	Range	Actual	Actual	Actual	Budget
Senior IT Technician	17	1	1	1	1
IT Technician	14	1	1	1	1
Totals		2	2	2	2



INFORMATION TECHNOLOGY

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-613-1101	WAGES	78,577	78,534	83,658	87,583
110-613-1103	WAGES - OVERTIME	5,321	4,639	7,500	7,500
110-613-1105	WAGES - SUPPLEMENTAL	-	-	60	60
110-613-1106	PTO ANNUAL PAY OUT	-	1,404	2,717	2,000
110-613-2101	FICA TAXES	6,436	6,548	6,978	7,278
110-613-2201	RETIREMENT - LAGERS	4,847	5,370	5,929	5,899
110-613-2301	INSURANCE - DENTAL	1,662	1,662	1,662	1,662
110-613-2302	INSURANCE - HEALTH	12,340	7,445	11,625	11,625
110-613-2304	INSURANCE - LIFE	187	196	211	221
110-613-2305	INSURANCE - SHORT TERM DISABIL	350	366	394	412
110-613-2306	INSURANCE - LONG TERM DISABILI	171	179	192	201
110-613-2401	WORKER'S COMPENSATION	181	150	180	190
TOTAL PERSONNEL EXPENSES		110,072	106,491	121,106	124,632
COMMODITIES					
110-613-4102	CLOTHING	239	200	350	240
110-613-4103	COMPUTER SUPPLIES	13,185	7,877	30,700	33,650
110-613-4109	OFFICE SUPPLIES	429	495	500	3,140
110-613-4114	SOFTWARE	3,724	14,083	-	22,250
110-613-4115	TOOLS	619	456	1,550	500
TOTAL COMMODITIES		18,196	23,111	33,100	59,780
SERVICES					
110-613-5106	UTILITY - TELEPHONE	42,780	44,185	47,340	46,830
110-613-5107	UTILITY - DATA ACCESS	41,067	44,661	48,945	49,980
110-613-5108	FUEL	37	46	400	250
110-613-5202	CONSULTING SERVICES	-	-	2,500	2,500
110-613-5205	LABOR / LABOR & EQUIPMENT	38,351	8,285	128,332	121,300
110-613-5206	LEGAL SERVICES	275	625	1,000	1,000
110-613-5209	RENT / LEASE	3,839	3,501	4,346	8,520
110-613-5299	CONTRACTUAL - NON CATEGORIZED	23,949	-	-	-
110-613-5401	TRAVEL - MEALS	20	-	-	-
110-613-5402	MILEAGE	-	-	300	300
110-613-5404	SCHOOLS AND SEMINARS	5,888	4,235	10,000	5,000
110-613-5501	DUES AND MEMBERSHIPS	-	-	450	960
110-613-5601	ADVERTISING	30	328	500	500
110-613-5602	POSTAGE	-	18	200	200
110-613-5701	BUILDING MAINTENANCE & REPAIR	4,160	1,651	7,000	7,000
110-613-5702	COMPUTER MAINTENANCE & REPAIR	10,397	22,711	14,000	2,000
110-613-5703	EQUIPMENT MAINTENANCE & REPAIR	5,661	5,297	7,640	3,000
110-613-5704	SOFTWARE MAINTENANCE & REPAIR	157,490	162,282	229,675	219,975
110-613-5706	VEHICLE MAINTENANCE & REPAIR	-	-	1,500	1,000
110-613-5999	SERVICES - NON CATEGORIZED	15	-	-	-
TOTAL SERVICES		333,958	297,825	504,128	470,315
CAPITAL					
110-613-6201	EQUIPMENT - COMMUNICATIONS	-	-	-	-
110-613-6202	EQUIPMENT - COMPUTERS	3,949	20,700	-	10,500
110-613-6206	EQUIPMENT - OFFICE	7,938	-	-	-
TOTAL CAPITAL		11,887	20,700	-	10,500
TOTAL EXPENDITURES		474,113	448,127	658,334	665,227



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 2019 Accomplishments

- Continued implementation of 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 2020 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	FY17	FY18	FY19	FY20
	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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-614-1101	WAGES	34,031	35,064	36,098	37,314
110-614-1103	WAGES - OVERTIME	379	983	1,000	1,000
110-614-1105	WAGES - SUPPLEMENTAL	60	60	60	60
110-614-1106	PTO ANNUAL PAY OUT	-	504	1,136	500
110-614-2101	FICA TAXES	2,612	2,765	2,843	2,936
110-614-2201	RETIREMENT - LAGERS	1,965	2,275	2,415	2,379
110-614-2301	INSURANCE - DENTAL	587	783	831	831
110-614-2302	INSURANCE - HEALTH	6,170	5,593	5,813	5,813
110-614-2304	INSURANCE - LIFE	84	83	91	94
110-614-2305	INSURANCE - SHORT TERM DISABIL	157	155	170	176
110-614-2306	INSURANCE - LONG TERM DISABILI	77	76	83	86
110-614-2401	WORKER'S COMPENSATION	1,018	1,237	1,600	1,650
TOTAL PERSONNEL EXPENSES		47,140	49,576	52,140	52,838
COMMODITIES					
110-614-4102	CLOTHING	190	230	250	250
110-614-4104	CUSTODIAL SUPPLIES	1,856	1,625	2,000	2,000
110-614-4106	LAWN AND FIELD CARE	2,650	2,800	2,050	2,050
110-614-4107	MAINTENANCE & REPAIR SUPPLIES	2,754	2,624	6,500	6,500
110-614-4114	SOFTWARE	435	348	450	450
110-614-4115	TOOLS	65	194	850	850
110-614-4199	SUPPLIES - NON CATEGORIZED	868	332	1,050	1,050
TOTAL COMMODITIES		8,819	8,153	13,150	13,150
SERVICES					
110-614-5101	UTILITY - ELECTRIC	36,797	40,363	35,500	35,500
110-614-5102	UTILITY - GAS	4,240	3,887	5,500	5,500
110-614-5103	UTILITY - WATER	6,626	7,725	7,350	7,350
110-614-5104	UTILITY - TRASH	3,081	2,844	2,844	2,844
110-614-5106	UTILITY - TELEPHONE	210	158	210	210
110-614-5108	FUEL	97	621	750	750
110-614-5205	LABOR / LABOR & EQUIPMENT	40,832	38,969	38,448	38,448
110-614-5206	LEGAL SERVICES	213	188	300	300
110-614-5299	CONTRACTUAL - NON CATEGORIZED	180,521	87,919	103,121	33,121
110-614-5601	ADVERTISING	2,025	1,346	600	600
110-614-5701	BUILDING MAINTENANCE & REPAIR	505	3,372	5,500	21,500
110-614-5703	EQUIPMENT MAINTENANCE & REPAIR	-	201	350	350
110-614-5903	HEALTH AND WELLNESS	-	-	80	80
110-614-5999	SERVICES - NON CATEGORIZED	-	525	800	25,800
TOTAL SERVICES		275,146	188,118	201,353	172,353
TOTAL EXPENDITURES		331,105	245,847	266,643	238,341

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.

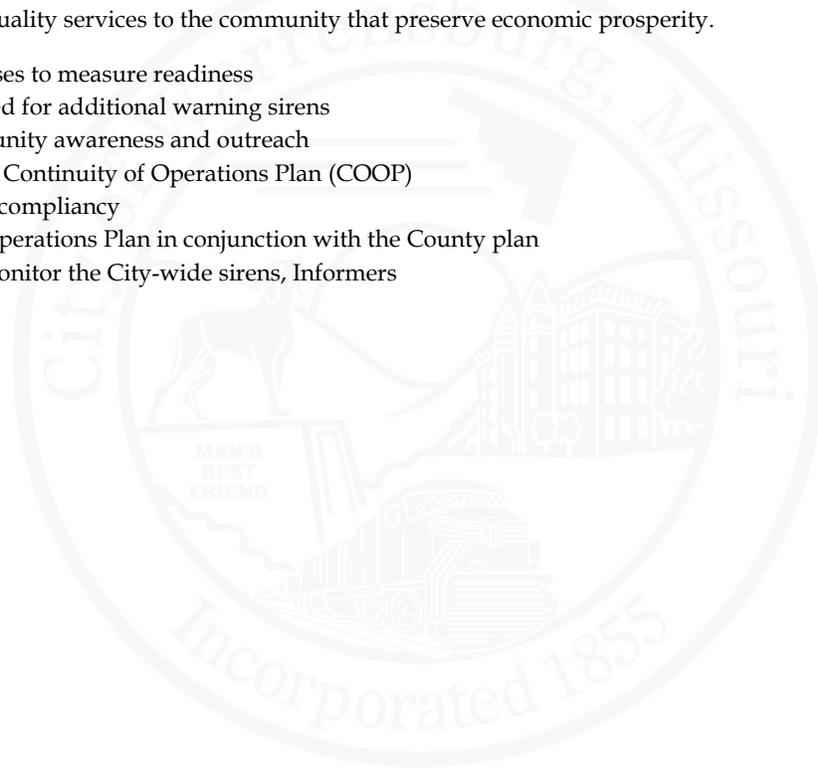
Fiscal Year 2019 Accomplishments

- Evaluated present City status to guide improvement
- Worked with County EMA on a full-scale drill at WMMC
- Worked with local churches to organize storm shelter services for citizens
- Worked with several residential care facilities to form an evacuation exercise

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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
COMMODITIES					
110-620-4103	COMPUTER SUPPLIES	182	80	100	100
110-620-4109	OFFICE SUPPLIES	-	97	200	200
110-620-4199	SUPPLIES - NON CATEGORIZED	673	1,683	1,500	1,500
TOTAL COMMODITIES		855	1,860	1,800	1,800
SERVICES					
110-620-5206	LEGAL SERVICES	-	-	50	50
110-620-5404	SCHOOLS AND SEMINARS	-	-	500	500
110-620-5501	DUES AND MEMBERSHIPS	-	-	100	100
110-620-5703	EQUIPMENT MAINTENANCE & REPAIR	12,965	13,735	13,500	13,600
TOTAL SERVICES		12,965	13,735	14,150	14,250
TOTAL EXPENDITURES		13,821	15,595	15,950	16,050





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 FY19
- 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 13th consecutive year, we maintained an average annual response time under four minutes to emergency incidents
- We participated community blood drives in cooperation with the Police department
- 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

Performance Management

- Conduct Firefighter Certification Training Course for new part-time firefighter
- Prepare the route toward department accreditation.
- 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
- Continued planning for Station Three by working with administration for land acquisition.

Position Detail

	Salary Range	FY17 Actual	FY18 Actual	FY19 Budget	FY20 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 budgeted Part Time Firefighter positions

In FY19, the Fire Chief and employee of over 40 years retired. He was replaced in September of 2019.

FIRE DEPARTMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-621-1101	WAGES	1,166,835	1,177,353	1,210,301	1,247,003
110-621-1102	WAGES - PART TIME	89,907	40,818	108,150	93,000
110-621-1103	WAGES - OVERTIME	152,734	203,135	150,396	150,396
110-621-1105	WAGES - SUPPLEMENTAL	2,880	2,940	3,120	2,460
110-621-1106	PTO ANNUAL PAY OUT	-	15,670	32,616	35,000
110-621-2101	FICA TAXES	104,812	105,839	112,605	114,204
110-621-2201	RETIREMENT - LAGERS	38,927	23,857	38,187	33,597
110-621-2301	INSURANCE - DENTAL	16,473	17,658	19,609	21,609
110-621-2302	INSURANCE - HEALTH	194,871	205,727	197,336	204,127
110-621-2304	INSURANCE - LIFE	2,812	3,065	3,259	3,347
110-621-2305	INSURANCE - SHORT TERM DISABIL	5,236	5,609	6,094	6,254
110-621-2306	INSURANCE - LONG TERM DISABILI	2,559	2,740	2,978	3,055
110-621-2401	WORKER'S COMPENSATION	72,967	76,391	93,000	97,484
TOTAL PERSONNEL EXPENSES		1,851,013	1,880,803	1,977,652	2,011,535
COMMODITIES					
110-621-4102	CLOTHING	26,994	34,171	26,175	10,000
110-621-4103	COMPUTER SUPPLIES	444	342	500	500
110-621-4104	CUSTODIAL SUPPLIES	2,811	2,979	3,000	3,000
110-621-4105	LAB AND CHEMICALS	15	948	1,000	1,000
110-621-4107	MAINTENANCE & REPAIR SUPPLIES	19,260	14,502	12,500	21,000
110-621-4108	MEETING SUPPLIES	125	189	300	300
110-621-4109	OFFICE SUPPLIES	1,383	1,603	2,000	2,000
110-621-4111	PROGRAM SUPPLIES	1,490	13,285	2,000	2,500
110-621-4112	PUBLICATIONS	1,161	1,238	1,000	1,000
110-621-4114	SOFTWARE	1,346	1,346	2,500	2,500
110-621-4115	TOOLS	530	406	700	700
110-621-4117	FOOD	380	733	750	750
110-621-4199	SUPPLIES - NON CATEGORIZED	9,985	11,256	13,000	13,000
TOTAL COMMODITIES		65,923	82,997	65,425	58,250
SERVICES					
110-621-5101	UTILITY - ELECTRIC	11,445	8,552	12,600	12,600
110-621-5102	UTILITY - GAS	3,564	4,967	6,500	6,500
110-621-5103	UTILITY - WATER	1,487	1,541	1,560	1,560
110-621-5104	UTILITY - TRASH	588	629	600	600
110-621-5106	UTILITY - TELEPHONE	1,470	1,890	1,890	1,890
110-621-5108	FUEL	13,466	18,459	20,000	20,000
110-621-5206	LEGAL SERVICES	1,038	1,448	1,200	1,200
110-621-5401	TRAVEL - MEALS	735	469	500	500
110-621-5402	MILEAGE	1,484	429	1,200	1,200
110-621-5403	TRAVEL - ROOM	4,306	1,207	1,250	1,250
110-621-5404	SCHOOLS AND SEMINARS	9,872	15,268	14,950	16,750
110-621-5501	DUES AND MEMBERSHIPS	1,479	1,460	1,600	1,600
110-621-5601	ADVERTISING	286	-	100	100
110-621-5602	POSTAGE	221	83	200	200
110-621-5603	PRINTING AND BINDING	16	186	200	200
110-621-5701	BUILDING MAINTENANCE & REPAIR	10,396	10,659	10,500	35,500
110-621-5703	EQUIPMENT MAINTENANCE & REPAIR	19,833	27,566	25,000	23,000
110-621-5704	SOFTWARE MAINTENANCE & REPAIR	3,255	3,415	5,300	5,300
110-621-5903	HEALTH AND WELLNESS	8,397	13,431	5,000	5,000
110-621-5904	EMPLOYMENT	286	1,350	8,000	8,000
110-621-5999	SERVICES - NON CATEGORIZED	-	840	840	840
TOTAL SERVICES		93,624	113,849	118,990	143,790

FIRE DEPARTMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
CAPITAL					
110-621-6101	BUILDINGS	-	-	-	2,900
110-621-6207	EQUIPMENT - RADIOS	5,271	7,275	-	-
110-621-6299	EQUIPMENT - NON CATEGORIZED	16,271	-	-	88,001
110-621-6501	VEHICLES	530,088	43,662	-	-
TOTAL CAPITAL		551,630	50,937	-	90,901
TOTAL EXPENDITURES		2,562,190	2,128,586	2,162,067	2,304,476





LAW ENFORCEMENT

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

Accomplishments for FY2019

- Promoted Denise Sawyer from Evidence Technician to Detective. This was the first time in our history one of our non-sworn employees was appointed as a detective.
- Implemented the CEW (Taser) program
- Implemented the Patrol Video project to include in-car and body cameras for officers.
- Reached 100% of officers trained in Crisis Intervention Team concept. We went from less than 10 of 36 two years ago to 35 out of 35.

Police Department by the Numbers for 2019

- 23,038 calls for service (up 5%, +1,052 calls)
- 472 accidents (down 12%, -67 accidents)
- 1576 Traffic tickets (down 26%, -564 tickets) (overall tickets were down 6% from 3166 to 2976)
- 1100 Other tickets (up 7%, +74 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 2020 Strategic Plan Initiatives

Focus II: Community Pride and Interaction

- Create positive community contacts that are not related to a call for service

Performance Measurement for Police Department for 2020

- Have 100% of officers trained in officer wellness
- Have 100% of police staff trained in Fair and Impartial Policing by March 31, 2020
- 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	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Budget
Chief of Police	25	1	1	1	1
Lieutenant	18P	3	2	2	2
Sergeant	17P	4	7	7	7
Detective (Corporal)	16P	3	1	1	1
Detective	15P	0	2	2	4
Corporal	16P	6	4	4	5
Patrol Officer	15P	19	19	18	16
Office Manager	14	1	1	1	1
Evidence Clerk	11	0	1	1	1
Records Clerk	10	2	2	2	2
Police Major		0	0	0	0
Totals		39	40	39	40

FY20 adds an additional School Resource Officer Corporal, the School District will be covering 78% of the wages and wage related expenses.

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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-622-1101	WAGES	1,744,280	1,621,669	1,708,997	1,814,598
110-622-1102	WAGES - PART TIME	29,433	15,146	14,958	14,042
110-622-1103	WAGES - OVERTIME	55,937	69,029	62,323	70,000
110-622-1105	WAGES - SUPPLEMENTAL	3,900	3,260	3,840	3,480
110-622-1106	PTO ANNUAL PAY OUT	-	90,340	53,700	60,000
110-622-2101	FICA TAXES	136,494	132,494	139,542	145,512
110-622-2201	RETIREMENT - LAGERS	62,121	70,255	92,511	80,504
110-622-2301	INSURANCE - DENTAL	25,733	25,033	30,414	33,245
110-622-2302	INSURANCE - HEALTH	266,002	275,868	265,319	307,649
110-622-2303	INSURANCE - HEALTH DEDUCTIBLE	-	-	-	-
110-622-2304	INSURANCE - LIFE	3,984	3,988	4,311	4,575
110-622-2305	INSURANCE - SHORT TERM DISABIL	7,496	7,777	8,084	8,543
110-622-2306	INSURANCE - LONG TERM DISABILI	3,662	3,667	3,930	4,174
110-622-2401	WORKER'S COMPENSATION	45,718	59,605	72,000	68,427
TOTAL PERSONNEL EXPENSES		2,384,760	2,378,131	2,459,929	2,614,749
COMMODITIES					
110-622-4101	ANIMAL CARE	862	2,455	1,000	2,000
110-622-4102	CLOTHING	30,032	15,792	15,000	16,000
110-622-4103	COMPUTER SUPPLIES	5,607	4,416	7,500	7,500
110-622-4104	CUSTODIAL SUPPLIES	1,492	1,486	1,500	1,500
110-622-4107	MAINTENANCE & REPAIR SUPPLIES	338	312	2,000	2,000
110-622-4108	MEETING SUPPLIES	-	485	500	500
110-622-4109	OFFICE SUPPLIES	3,243	4,882	5,250	5,250
110-622-4111	PROGRAM SUPPLIES	10,689	13,827	12,000	12,000
110-622-4112	PUBLICATIONS	611	186	200	300
110-622-4114	SOFTWARE	1,985	216	2,000	2,100
110-622-4115	TOOLS	-	-	-	-
110-622-4117	FOOD	606	658	1,000	1,000
110-622-4199	SUPPLIES - NON CATEGORIZED	2,520	5,345	23,139	6,000
TOTAL COMMODITIES		57,985	50,061	71,089	56,150
SERVICES					
110-622-5101	UTILITY - ELECTRIC	42,391	45,023	45,000	45,000
110-622-5102	UTILITY - GAS	-	-	-	-
110-622-5103	UTILITY - WATER	2,532	2,334	2,500	2,500
110-622-5104	UTILITY - TRASH	19	-	-	-
110-622-5106	UTILITY - TELEPHONE	3,473	3,158	2,790	2,790
110-622-5108	FUEL	44,648	55,577	60,000	60,000
110-622-5205	LABOR / LABOR & EQUIPMENT	32,520	33,606	34,512	38,157
110-622-5206	LEGAL SERVICES	3,191	14,065	5,500	5,500
110-622-5210	PRISONER CARE SERVICES	21,520	19,760	16,800	18,000
110-622-5299	CONTRACTUAL - NON CATEGORIZED	18,444	14,795	17,260	14,500
110-622-5401	TRAVEL - MEALS	1,213	1,600	2,000	2,000
110-622-5403	TRAVEL - ROOM	3,411	6,007	3,000	3,000
110-622-5404	SCHOOLS AND SEMINARS	12,420	17,408	20,000	20,000
110-622-5501	DUES AND MEMBERSHIPS	1,214	1,758	2,000	2,000
110-622-5601	ADVERTISING	160	-	500	500
110-622-5602	POSTAGE	29	15	-	-
110-622-5603	PRINTING AND BINDING	1,129	2,845	3,000	3,000
110-622-5607	SPECIALIZED TRAINING	(1,264)	(1,975)	-	-

LAW ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
110-622-5701	BUILDING MAINTENANCE & REPAIR	10,698	13,894	23,940	5,940
110-622-5703	EQUIPMENT MAINTENANCE & REPAIR	-	130	1,000	1,000
110-622-5706	VEHICLE MAINTENANCE & REPAIR	19,526	26,589	28,000	25,000
110-622-5903	HEALTH AND WELLNESS	1,003	3,068	1,250	1,250
110-622-5904	EMPLOYMENT	1,000	151	200	200
110-622-5905	SECURITY	1,536	1,340	1,550	1,550
110-622-5999	SERVICES - NON CATEGORIZED	4,508	5,320	5,390	42,390
TOTAL SERVICES		225,322	266,467	276,192	294,277
CAPITAL					
110-622-6206	EQUIPMENT - OFFICE	720	-	-	-
110-622-6207	EQUIPMENT - RADIOS	15,165	-	-	-
110-622-6299	EQUIPMENT - NON CATEGORIZED	-	5,000	109,500	18,200
110-622-6301	SYSTEM SOFTWARE	302,017	74,312	-	-
110-622-6501	VEHICLES	70,256	33,900	-	-
TOTAL CAPITAL		388,159	113,212	109,500	18,200
TOTAL EXPENDITURES		3,056,225	2,807,870	2,916,710	2,983,376



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

- 518 Animals Checked into the Shelter in 2018
- 456 Animals were Adopted/Transferred/Reclaimed in 2018
- 55 Animals in Residence at Years End Awaiting Adoption
- 10 Animals in offsite Foster Care

FY19 Follow-up Performance Measurement

- 1.7% euthanasia rate
- \$13,370 in donations for the shelter

Performance Measurement

- Maintain euthanasia rate that is no more than 15%
- Raise \$15,000 in donations for the shelter

ANIMAL CONTROL

Position Detail

	Salary Grade	Salary Range	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Budget
Shelter Manager	18		1	1	1	1
Animal Control Officer	12		1	1	1	1
Assistant Shelter Manager	9		1	0	0	1
Totals			3	2	2	3

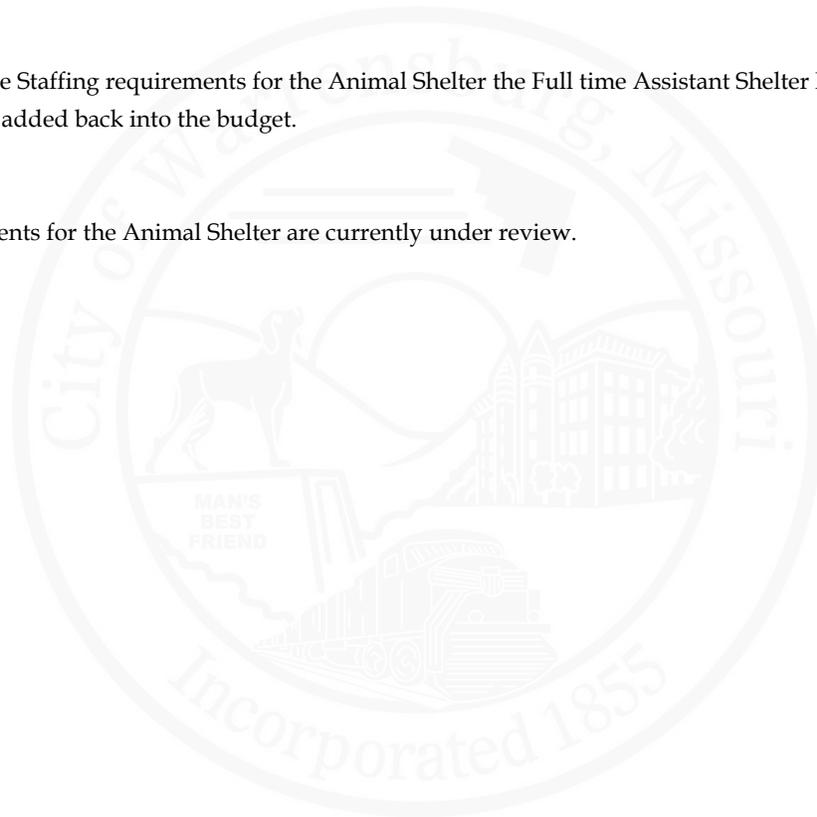
This department currently includes 3 Part Time Employees.

FY20

After review of the Staffing requirements for the Animal Shelter the Full time Assistant Shelter Manager position has been added back into the budget.

FY18

Staffing requirements for the Animal Shelter are currently under review.



ANIMAL CONTROL

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-623-1101	WAGES	103,757	75,083	77,137	118,620
110-623-1102	WAGES - PART TIME	22,973	29,552	58,203	41,802
110-623-1103	WAGES - OVERTIME	2,948	2,191	2,000	2,000
110-623-1105	WAGES - SUPPLEMENTAL	240	240	300	120
110-623-1106	PTO ANNUAL PAY OUT	-	5,434	3,847	500
110-623-2101	FICA TAXES	9,844	8,515	10,529	12,390
110-623-2201	RETIREMENT - LAGERS	5,981	5,143	5,163	7,486
110-623-2301	INSURANCE - DENTAL	1,976	1,662	1,662	2,493
110-623-2302	INSURANCE - HEALTH	17,996	11,804	11,625	17,438
110-623-2304	INSURANCE - LIFE	245	183	194	299
110-623-2305	INSURANCE - SHORT TERM DISABIL	445	342	364	558
110-623-2306	INSURANCE - LONG TERM DISABILI	217	167	178	273
110-623-2401	WORKER'S COMPENSATION	2,544	2,352	2,500	2,996
TOTAL PERSONNEL EXPENSES		169,165	142,668	173,702	206,976
COMMODITIES					
110-623-4101	ANIMAL CARE	9,699	12,241	14,500	14,500
110-623-4102	CLOTHING	105	179	200	500
110-623-4103	COMPUTER SUPPLIES	1,378	559	1,660	200
110-623-4104	CUSTODIAL SUPPLIES	1,015	1,878	2,000	2,000
110-623-4105	LAB AND CHEMICALS	3,759	11,578	8,000	8,000
110-623-4109	OFFICE SUPPLIES	361	444	550	550
110-623-4112	PUBLICATIONS	17	66	175	175
110-623-4117	FOOD	-	-	-	300
110-623-4199	SUPPLIES - NON CATEGORIZED	2,854	3,772	3,800	3,800
TOTAL COMMODITIES		19,188	30,718	30,885	30,025
SERVICES					
110-623-5101	UTILITY - ELECTRIC	8,895	13,483	11,500	13,500
110-623-5103	UTILITY - WATER	1,131	1,258	1,500	1,500
110-623-5104	UTILITY - TRASH	2,100	2,132	2,436	2,436
110-623-5106	UTILITY - TELEPHONE	210	210	650	650
110-623-5205	LABOR / LABOR & EQUIPMENT	3,263	20,021	1,000	1,000
110-623-5206	LEGAL SERVICES	-	238	250	250
110-623-5299	CONTRACTUAL - NON CATEGORIZED	24,481	13,395	23,000	51,970
110-623-5401	TRAVEL - MEALS	-	-	50	50
110-623-5402	MILEAGE	-	-	250	250
110-623-5403	TRAVEL - ROOM	-	-	200	200
110-623-5404	SCHOOLS AND SEMINARS	1,309	1,381	2,000	2,000
110-623-5501	DUES AND MEMBERSHIPS	90	260	600	600
110-623-5601	ADVERTISING	-	97	400	700
110-623-5603	PRINTING AND BINDING	158	149	350	350
110-623-5701	BUILDING MAINTENANCE & REPAIR	4,720	9,322	10,000	10,000
110-623-5704	SOFTWARE MAINTENANCE & REPAIR	720	370	1,000	1,150
110-623-5706	VEHICLE MAINTENANCE & REPAIR	-	-	300	1,000
110-623-5903	HEALTH AND WELLNESS	-	-	3,960	9,900
110-623-5904	EMPLOYMENT	221	123	250	471
110-623-5999	SERVICES - NON CATEGORIZED	525	425	500	500
TOTAL SERVICES		47,823	62,862	60,196	98,478
TOTAL EXPENDITURES		236,176	236,249	264,783	335,478

ANIMAL CONTROL

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
ANIMAL CONTROL DONATIONS					
<u>COST OF GOODS SOLD</u>					
110-624-3102	COGS - T-SHIRTS	-	-	500	500
TOTAL COST OF GOODS SOLD		-	-	500	500
<u>SERVICES</u>					
110-624-4103	COMPUTER SUPPLIES	-	653	-	-
110-624-4114	SOFTWARE	-	149	-	-
TOTAL SERVICES		-	802	-	-
TOTAL EXPENDITURES		-	802	500	500

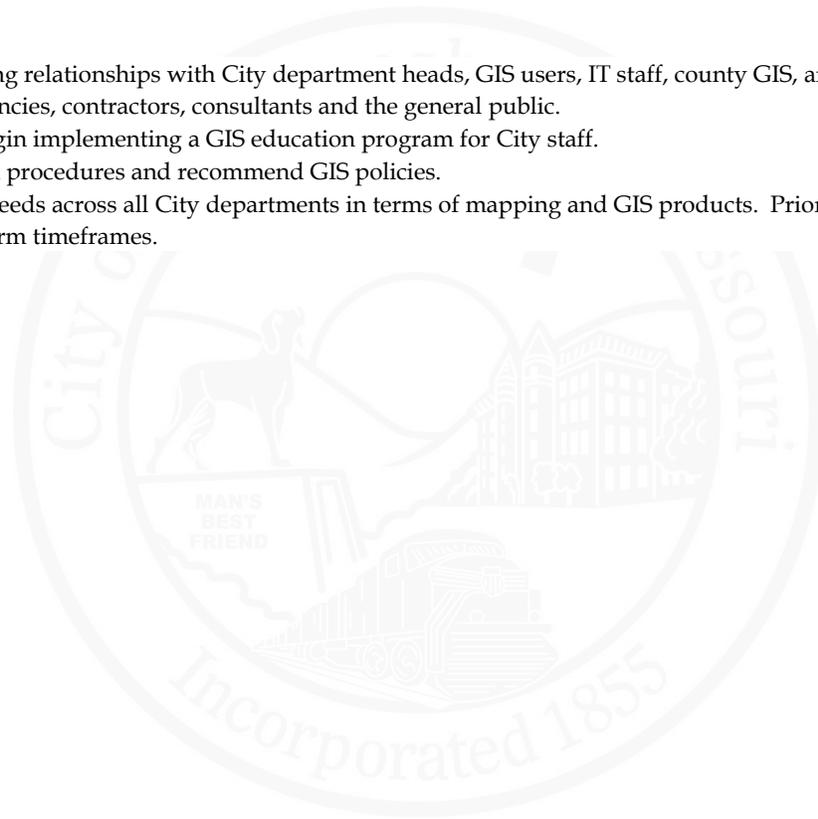


GRAPHIC INFORMATION SYSTEMS

In FY19 the City authorized a full-time Geographic Information Systems (GIS) Coordinator staff position. The position was filled in September 2019. In FY20, the GIS Coordinator will establish the GIS Office and maintain a GIS infrastructure and environment in support of the City's use of GIS as a management tool across all departments. As such, a budget has been created for it separate from the Community Development Departments' operating budget. The GIS Office will operate as a division of the Community Development Department. GIS is software that provides a framework for gathering, managing, and analyzing data. GIS integrates many types of data, analyzes spatial information, and organizes layers of information into maps. GIS can reveal insights into data, such as patterns and relationships, that help users make smarter decisions.

FY20 Goals

- Establish working relationships with City department heads, GIS users, IT staff, county GIS, and representatives of other public agencies, contractors, consultants and the general public.
- Develop and begin implementing a GIS education program for City staff.
- Determine work procedures and recommend GIS policies.
- Create a list of needs across all City departments in terms of mapping and GIS products. Prioritize list into short, mid and long-term timeframes.



GRAPHIC INFORMATION SYSTEMS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-640-1101	WAGES	-	-	-	52,308
110-640-1106	PTO ANNUAL PAY OUT	-	-	-	-
110-640-2101	FICA TAXES	-	-	-	4,002
110-640-2201	RETIREMENT - LAGERS	-	-	-	3,243
110-640-2301	INSURANCE - DENTAL	-	-	-	831
110-640-2302	INSURANCE - HEALTH	-	-	-	5,813
110-640-2304	INSURANCE - LIFE	-	-	-	225
110-640-2305	INSURANCE - SHORT TERM DISABIL	-	-	-	420
110-640-2306	INSURANCE - LONG TERM DISABILI	-	-	-	205
110-640-2401	WORKER'S COMPENSATION	-	-	-	2,328
TOTAL PERSONNEL EXPENSES		-	-	-	69,374
COMMODITIES					
110-640-4103	COMPUTER SUPPLIES	-	-	-	1,520
110-640-4108	MEETING SUPPLIES	-	-	-	202
TOTAL COMMODITIES		-	-	-	1,722
SERVICES					
110-640-5401	TRAVEL - MEALS	-	-	-	75
110-640-5402	MILEAGE	-	-	-	200
110-640-5403	TRAVEL - ROOM	-	-	-	400
110-640-5404	SCHOOLS AND SEMINARS	-	-	-	800
110-640-5999	SERVICES - NON CATEGORIZED	-	-	-	1,000
TOTAL SERVICES		-	-	-	2,475
TOTAL EXPENDITURES		-	-	-	73,571



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 2019 Accomplishments

- Developed and implemented booth exhibit at the International Council of Shopping Center’s 2018 Deal Making Conference
- To date, awarded 3 Downtown Façade Grants funded by the City
- Completed implementation of Energov software for nuisance code enforcement, property maintenance code enforcement, planning and zoning applications and building permits.
- Configured, tested and going live with online portal for building permits/applications
- Installed computer kiosk in lobby to facilitate electronic permit and plan submissions further reducing paper consumption.
- Updating the ADA Transition Plan for the City of Warrensburg
- Hiring a Full-time GIS Coordinator and returning Neighborhood Services Coordinator to 100% Property Maintenance Code responsibilities
- Continued preparing for 2020 Census—LUCA, New Construction Program and awareness campaign

Fiscal Year 2020 - Fiscal Year 2025 Strategic Plan Initiatives

- Continue Census 2020 preparations (Group Quarters, local Count Committee, Census Day 2020)
- Create custom EnerGov reports
- Stand up a full-time GIS Office
- Explore new initiatives and programs for snow/ice removal on sidewalks, extraterritorial nuisance code enforcement, rental occupancy inspection program, housing rehabilitation and demolition program, and Young Street revitalization
- Continue administering the Downtown Façade Grant program

Performance Measurement

Implement department items in the City’s Strategic Plan.
Each employee will attend at least one conference or training session.

Revenues

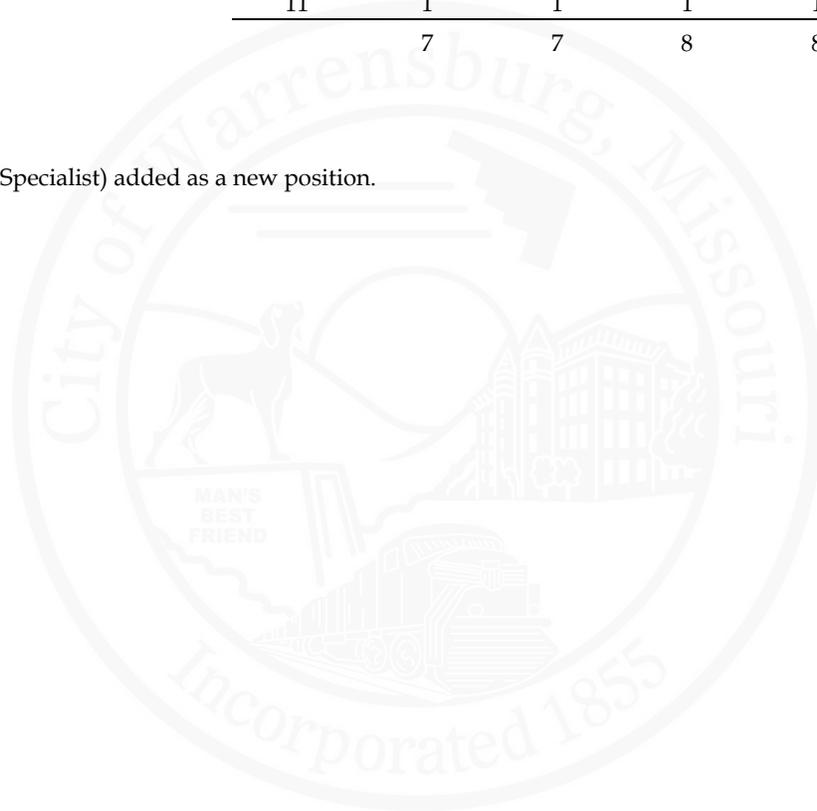
Building Permit fees	\$80,000
Development Fees	\$4,000

COMMUNITY DEVELOPMENT

	Salary Range	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Budget
Community Development Director	19	1	1	1	1
Building Official	17	1	1	1	1
City Planner	17	1	1	1	1
GIS Coordinator (Specialist)	17	0	0	1	1
Neighborhood Services Coordinator	16	1	1	1	1
Building Inspector	15	1	1	1	1
Code Enforcement Inspector	13	1	1	1	1
Permit Clerk	11	1	1	1	1
Totals		7	7	8	8

FY19

GIS Coordinator (Specialist) added as a new position.





COMMUNITY DEVELOPMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-641-1101	WAGES	320,035	326,281	369,127	359,777
110-641-1103	WAGES - OVERTIME	407	31	300	600
110-641-1105	WAGES - SUPPLEMENTAL	360	540	660	840
110-641-1106	PTO ANNUAL PAY OUT	-	4,888	10,885	2,000
110-641-2101	FICA TAXES	24,151	24,648	28,312	27,633
110-641-2201	RETIREMENT - LAGERS	17,991	20,648	24,056	22,395
110-641-2301	INSURANCE - DENTAL	4,127	4,266	5,383	5,818
110-641-2302	INSURANCE - HEALTH	45,510	45,065	46,764	40,688
110-641-2304	INSURANCE - LIFE	747	793	927	907
110-641-2305	INSURANCE - SHORT TERM DISABIL	1,437	1,526	1,703	1,694
110-641-2306	INSURANCE - LONG TERM DISABILI	702	746	832	827
110-641-2401	WORKER'S COMPENSATION	6,177	7,083	9,000	8,657
TOTAL PERSONNEL EXPENSES		421,646	436,516	497,948	471,835
COMMODITIES					
110-641-4102	CLOTHING	308	311	670	613
110-641-4103	COMPUTER SUPPLIES	497	1,156	3,940	2,165
110-641-4108	MEETING SUPPLIES	23	-	125	100
110-641-4109	OFFICE SUPPLIES	1,485	875	2,527	1,822
110-641-4112	PUBLICATIONS	27	4,138	300	250
110-641-4114	SOFTWARE	-	-	1,250	-
110-641-4115	TOOLS	46	383	100	100
110-641-4117	FOOD	30	12	300	100
110-641-4199	SUPPLIES - NON CATEGORIZED	6,380	1,894	1,291	1,309
TOTAL COMMODITIES		8,796	8,769	10,503	6,459
SERVICES					
110-641-5106	UTILITY - TELEPHONE	1,225	1,225	1,680	1,470
110-641-5108	FUEL	3,069	3,192	4,800	4,800
110-641-5202	CONSULTING SERVICES	18,000	-	13,000	11,000
110-641-5205	LABOR / LABOR & EQUIPMENT	70	-	1,000	2,000
110-641-5206	LEGAL SERVICES	2,901	4,175	4,800	6,000
110-641-5401	TRAVEL - MEALS	244	124	601	751
110-641-5402	MILEAGE	33	304	425	325
110-641-5403	TRAVEL - ROOM	1,897	2,515	3,201	3,696
110-641-5404	SCHOOLS AND SEMINARS	2,239	3,463	3,630	3,980
110-641-5501	DUES AND MEMBERSHIPS	1,226	975	1,283	1,384
110-641-5601	ADVERTISING	4,087	419	300	800
110-641-5602	POSTAGE	-	48	100	100
110-641-5603	PRINTING AND BINDING	684	248	150	653
110-641-5604	SHOWS / EXPO EXPENSES	-	-	100	100
110-641-5706	VEHICLE MAINTENANCE & REPAIR	713	727	650	1,450
110-641-5904	EMPLOYMENT	65	81	200	200
110-641-5999	SERVICES - NON CATEGORIZED	1,377	2,609	66	1,300
TOTAL SERVICES		37,830	20,105	35,986	40,008
CAPITAL					
110-641-6202	EQUIPMENT - COMPUTERS	-	4,362	-	-
110-641-6206	EQUIPMENT - OFFICE	-	1,071	-	-
TOTAL CAPITAL		-	5,433	-	-
TOTAL EXPENDITURES		468,272	470,822	544,437	518,302

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 2020:

<u>Organization</u>	<u>Proposed Amount FY20</u>
Base Community Council	\$ 3,000
Big Brothers/Big Sisters	\$ 5,600
Burg Fest	\$ 5,000
Chamber of Commerce sponsorship	\$ 5,000
Johnson County Economic Development Corp.	\$ 75,000
Oats-Old Drum Transportation	\$ 15,000
Pioneer Trails Regional Planning Commission	\$ 6,800
Downtown Façade Grants	\$ 5,000
Sales Tax Agreements	\$ 25,000
Tree Board	\$ 4,710
Warrensburg Depot Renovation Corporation	\$ 5,500
Warrensburg Main Street, Inc.	\$ 41,000
Whiteman Area Leadership Council	\$ 3,000
Warrensburg Historic Preservation Commission	\$ 4,876

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 2018 ICSC Chicago Deal Makers Conference, 2019 Red River States Conference, 2019 ICSC Las Vegas Conference, and Retail Coach quarterly contacts and follow ups were as follows:

- 3 successful recruits to Warrensburg
- 3 Site visits
- 8 new deal making appointments

As a result of exhibiting at the *ICSC 2019 Chicago Deal Makers Conference* for the 7th year, the *ICSC 2019 Red River States Deal Makers Conference* for the 3rd year, and the *2019 ICSC Las Vegas Conference* for the 3rd year, return on investment would be measured by the following:

1. 8-10 deal making appointments at the Conference that “mature” into pipeline leads
2. Establish and/or reacquaint with 2-3 current network relationships that lead to an actual analysis and/or site visit to Warrensburg
3. 4-5 new deal making appointments
4. At least one successful recruit to Warrensburg

Successful completion of 75% of these measurements were achieved in FY19. FY20 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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
COMMODITIES					
110-642-4102	CLOTHING	-	-	-	-
110-642-4108	MEETING SUPPLIES	12	-	50	50
110-642-4109	OFFICE SUPPLIES	-	-	-	-
110-642-4111	PROGRAM SUPPLIES	-	-	-	-
110-642-4199	SUPPLIES - NON CATEGORIZED	109	83	-	-
TOTAL COMMODITIES		121	83	50	50
SERVICES					
110-642-5202	CONSULTING SERVICES	39,033	20,451	17,000	18,250
110-642-5205	LABOR / LABOR & EQUIPMENT	9,925	9,715	-	-
110-642-5206	LEGAL SERVICES	1,719	288	1,000	1,000
110-642-5401	TRAVEL - MEALS	371	81	1,020	1,020
110-642-5402	MILEAGE	1,543	1,163	3,945	3,770
110-642-5403	TRAVEL - ROOMS	4,556	378	3,875	6,825
110-642-5404	SCHOOLS AND SEMINARS	819	95	935	965
110-642-5501	DUES AND MEMBERSHIPS	5,125	5,015	5,500	5,500
110-642-5601	ADVERTISING	-	132	-	-
110-642-5603	PRINTING AND BINDING	-	-	-	-
110-642-5604	SHOWS/ EXPO/ EVENTS EXPENSES	5,493	3,163	8,000	7,000
TOTAL SERVICES		68,584	40,480	41,275	44,330
NON-CATEGORIZED					
110-642-9301	COMMUNITY AGREEMENTS	205,458	198,987	217,789	212,626
TOTAL NON-CATEGORIZED		205,458	198,987	217,789	212,626
TOTAL EXPENDITURES		274,162	239,550	259,114	257,006

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 2019 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 2020 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	FY17 Actual	FY18 Actual	FY19 Actual	FY20 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	1	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	7
Maintenance Worker I	11	1	1	1	0
Assistant Director of Public Works		0	0	0	0
Project Technician		0	0	0	0
Executive Assistant II		0	0	0	0
Totals		14	14	14	14

The Street Department has budget for 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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-643-1101	WAGES	517,957	519,419	566,971	588,753
110-643-1102	WAGES - PART TIME	11,701	10,548	17,446	13,630
110-643-1103	WAGES - OVERTIME	10,905	13,358	22,000	22,000
110-643-1105	WAGES - SUPPLEMENTAL	1,350	1,470	1,590	1,680
110-643-1106	PTO ANNUAL PAY OUT	-	8,349	18,184	11,000
110-643-2101	FICA TAXES	41,090	41,643	46,513	47,894
110-643-2201	RETIREMENT - LAGERS	28,566	32,990	38,299	37,971
110-643-2301	INSURANCE - DENTAL	7,827	9,136	10,786	11,636
110-643-2302	INSURANCE - HEALTH	77,169	76,051	81,376	82,376
110-643-2304	INSURANCE - LIFE	1,297	1,322	1,399	1,451
110-643-2305	INSURANCE - SHORT TERM DISABIL	2,465	2,423	2,591	2,710
110-643-2306	INSURANCE - LONG TERM DISABILI	1,132	1,176	1,266	1,324
110-643-2401	WORKER'S COMPENSATION	26,587	31,716	37,000	40,008
TOTAL PERSONNEL EXPENSES		728,045	749,602	845,419	862,432
COMMODITIES					
110-643-4102	CLOTHING	12,649	13,072	15,600	15,600
110-643-4103	COMPUTER SUPPLIES	396	914	800	600
110-643-4104	CUSTODIAL SUPPLIES	5,779	4,615	5,500	5,500
110-643-4106	LAWN AND FIELD CARE	1,309	410	3,200	3,700
110-643-4107	MAINTENANCE & REPAIR SUPPLIES	5,402	6,491	8,000	5,000
110-643-4108	MEETING SUPPLIES	120	131	300	300
110-643-4109	OFFICE SUPPLIES	816	818	750	750
110-643-4113	SAND AND SALT	27,385	36,713	40,000	42,500
110-643-4114	SOFTWARE	1,920	1,392	5,240	4,850
110-643-4115	TOOLS	1,379	8,839	1,500	5,800
110-643-4199	SUPPLIES - NON CATEGORIZED	12,869	21,930	17,000	19,475
TOTAL COMMODITIES		70,023	95,327	97,890	104,075
SERVICES					
110-643-5100	ELECTRIC STREET LIGHT & SIGNAL	304,947	303,761	323,050	330,130
110-643-5101	UTILITY - ELECTRIC	11,060	12,931	11,000	11,000
110-643-5102	UTILITY - GAS	2,183	2,838	3,200	3,200
110-643-5103	UTILITY - WATER	6,506	5,561	5,500	5,000
110-643-5104	UTILITY - TRASH	845	780	780	780
110-643-5106	UTILITY - TELEPHONE	840	840	630	630
110-643-5108	FUEL	37,930	54,507	52,600	52,600
110-643-5205	LABOR / LABOR & EQUIPMENT	1,701	-	3,000	3,000
110-643-5206	LEGAL SERVICES	263	317	1,200	1,200
110-643-5209	RENT / LEASE	-	360	2,000	2,000
110-643-5299	CONTRACTUAL - NON CATEGORIZED	22,878	6,518	12,786	12,786
110-643-5401	TRAVEL - MEALS	38	247	250	500
110-643-5403	TRAVEL - ROOM	219	502	1,500	1,500
110-643-5404	SCHOOLS AND SEMINARS	1,259	3,556	3,150	6,150
110-643-5501	DUES AND MEMBERSHIPS	680	795	865	865
110-643-5601	ADVERTISING	337	328	1,000	500
110-643-5701	BUILDING MAINTENANCE & REPAIR	972	6,037	3,500	3,500
110-643-5703	EQUIPMENT MAINTENANCE & REPAIR	28,501	42,537	25,500	30,500
110-643-5706	VEHICLE MAINTENANCE & REPAIR	27,101	33,474	40,000	40,000
110-643-5903	HEALTH AND WELLNESS	65	-	250	250
110-643-5904	EMPLOYMENT	423	249	609	609
110-643-5999	SERVICES - NON CATEGORIZED	-	428	420	420
TOTAL SERVICES		448,748	476,567	492,790	507,120

STREET MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
CAPITAL					
110-643-6101	BUILDINGS	42,038	34,617	-	-
110-643-6202	EQUIPMENT - COMPUTERS	-	-	-	1,000
110-643-6299	EQUIPMENT - NON CATEGORIZED	235,398	55,033	-	2,000
110-643-6401	SIGNS	-	-	-	-
110-643-6499	INFRASTRUCTURE - NON CAT	-	140,254	-	-
110-643-6501	VEHICLES	-	70,954	392,000	-
TOTAL CAPITAL		277,436	300,858	392,000	3,000
TOTAL EXPENDITURES		1,524,252	1,622,354	1,828,100	1,476,627



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 2019 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 2020 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

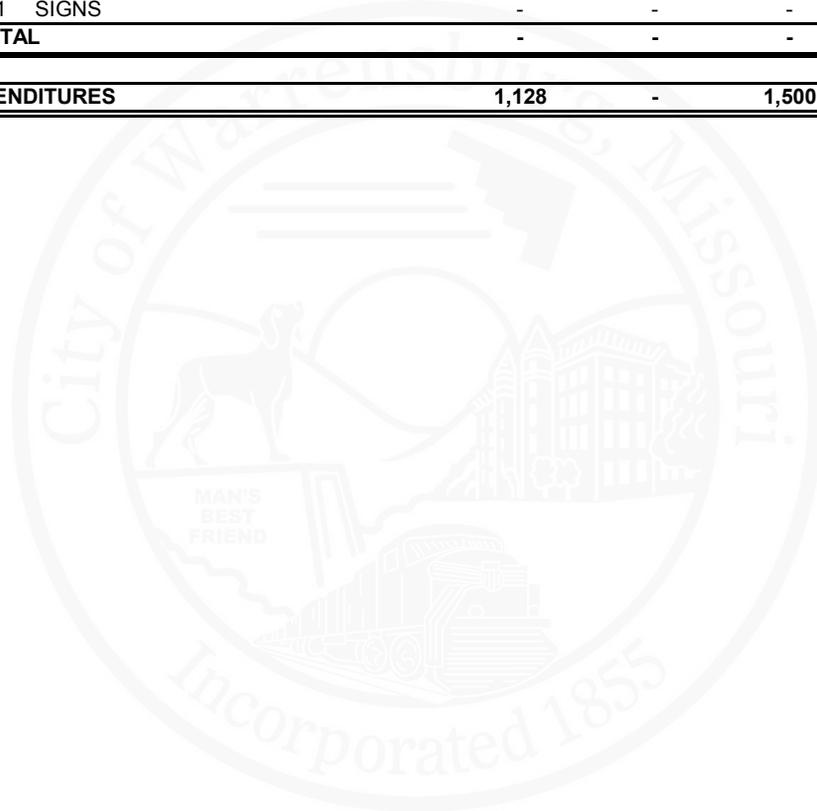
	Salary	FY16	FY17	FY18	FY19
	Range	Actual	Actual	Budget	Budget
Maintenance Foreman	14	1	1	1	1
Totals		1	1	1	1

CEMETERY

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
110-644-1101	WAGES	32,926	33,925	35,048	36,503
110-644-1103	WAGES - OVERTIME	546	697	736	700
110-644-1105	WAGES - SUPPLEMENTAL	-	60	60	60
110-644-1106	PTO ANNUAL PAY OUT	-	824	1,101	500
110-644-2101	FICA TAXES	2,516	2,652	2,742	2,851
110-644-2201	RETIREMENT - LAGERS	1,908	2,201	2,330	2,310
110-644-2301	INSURANCE - DENTAL	831	831	831	831
110-644-2302	INSURANCE - HEALTH	6,170	5,902	5,813	5,813
110-644-2304	INSURANCE - LIFE	82	79	88	92
110-644-2305	INSURANCE - SHORT TERM DISB.	153	150	165	172
110-644-2306	INSURANCE - LONG TERM DISB.	75	73	80	84
110-644-2401	WORKER'S COMPENSATION	1,555	1,900	2,000	2,161
TOTAL PERSONNEL EXPENSES		46,762	49,294	50,995	52,076
COST OF GOODS SOLD					
110-644-3200	COGS - CEMETERY LOT	115	56	-	-
TOTAL COST OF GOODS SOLD		115	56	-	-
COMMODITIES					
110-644-4102	CLOTHING	202	260	275	275
110-644-4103	COMPUTER SUPPLIES	1,000	-	-	-
110-644-4104	CUSTODIAL SUPPLIES	-	-	75	75
110-644-4106	LAWN AND FIELD CARE	423	607	1,850	1,850
110-644-4107	MAINTENANCE & REPAIR SUPPLIES	506	332	600	600
110-644-4109	OFFICE SUPPLIES	218	83	200	200
110-644-4112	PUBLICATIONS	88	88	90	90
110-644-4115	TOOLS	130	189	250	1,250
110-644-4199	SUPPLIES - NON CATEGORIZED	498	402	500	500
TOTAL COMMODITIES		3,064	1,959	3,840	4,840
SERVICES					
110-644-5101	UTILITY - ELECTRIC	2,743	3,197	2,800	2,800
110-644-5102	UTILITY - GAS	721	807	700	700
110-644-5103	UTILITY - WATER	867	754	900	900
110-644-5104	UTILITY - TRASH	520	480	480	480
110-644-5205	LABOR / LABOR & EQUIPMENT	48,968	45,138	64,500	56,500
110-644-5206	LEGAL SERVICES	50	25	100	100
110-644-5299	CONTRACTUAL - NON CATEGORIZED	29,914	35,000	35,000	35,000
110-644-5401	TRAVEL - MEALS	-	-	-	-
110-644-5601	ADVERTISING	120	141	175	175
110-644-5701	BUILDING MAINTENANCE & REPAIR	204	2,207	300	300
110-644-5703	EQUIPMENT MAINTENANCE & REPAIR	-	52	500	500
110-644-5704	SOFTWARE MAINTENANCE & REPAIR	1,317	718	750	800
110-644-5706	VEHICLES MAINT	-	-	600	600
110-644-5903	HEALTH AND WELLNESS	-	-	75	75
110-644-5904	EMPLOYMENT	-	-	100	100
TOTAL SERVICES		85,424	88,519	106,980	99,030
CAPITAL					
110-644-6401	SIGNS	23	-	5,000	5,000
TOTAL CAPITAL		23	-	5,000	5,000
TOTAL EXPENDITURES		135,388	139,828	166,815	160,946

CEMETERY

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
CEMETERY DONATIONS					
COMMODITIES					
110-645-4103	COMPUTER SUPPLIES	808	-	-	-
TOTAL COMMODITIES		808	-	-	-
SERVICES					
110-645-5999	SERVICES - NON CATEGORIZED	320	-	1,500	1,500
TOTAL SERVICES		320	-	1,500	1,500
CAPITAL					
110-645-6401	SIGNS	-	-	-	-
TOTAL CAPITAL		-	-	-	-
TOTAL EXPENDITURES		1,128	-	1,500	1,500



GENERAL FUND DEBT SCHEDULE

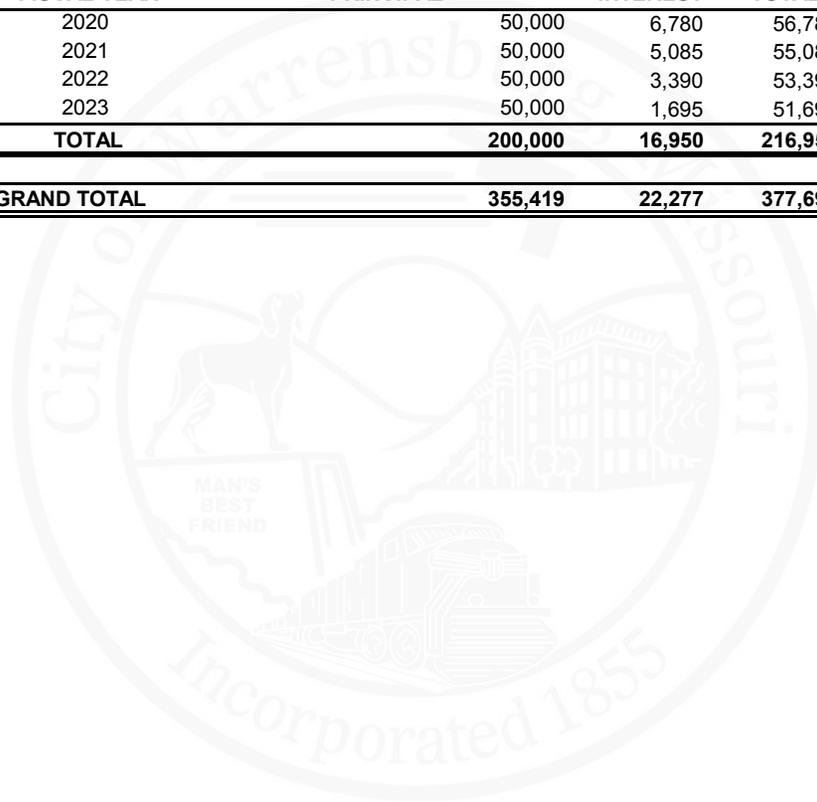
LAW ENFORCEMENT RMS LEASE/PURCHASE

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2020	61,022	3,277	64,298
2021	62,543	1,755	64,298
2022	31,854	295	32,149
TOTAL	155,419	5,327	160,746

PUBLIC WORKS STREET SWEEPER LEASE/PURCHASE

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
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	200,000	16,950	216,950

GRAND TOTAL	355,419	22,277	377,696
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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 FY20 Community Investment Transportation fund include:

Recurring Capital Projects

- Street Maintenance - \$663,850
- Curb and Sidewalk Projects - \$80,000
- Maguire Street Striping and Signal Maintenance - \$22,000

Nonrecurring Capital Projects

- Connect Trail on Hawthorne Blvd - \$50,450
- Purchase of Infra-red pothole repair equipment - \$20,000
- South Main Trail and Traffic Study - \$50,000

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 FY20 Community Investment Half Cent fund include:

Recurring Capital Projects

- Storm Water Emergency Repairs - \$100,000

Nonrecurring Capital Projects

- City Hall Servers Refresh - \$120,000
- Culton Street Building Demo - \$86,000
- Secure City Hall Permit Clerk Area and Downstairs Lobby - \$21,000

The Improvements in the proposed FY20 Community Investment General Obligation fund include:

Nonrecurring Capital Projects

- Roundabout

Impact to the General Fund

The Street Maintenance Project is a recurring capital project with an impact of approximately \$5,500.00 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.



COMMUNITY INVESTMENT PLAN

TRANSPORTATION FUND

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2019					528,900
REVENUES					
210-51215	GASOLINE TAX	508,274	504,506	580,000	580,000
210-51216	MOTOR VEHICLE SALES	165,706	171,184	180,000	180,000
210-52105	GRANTS - FEDERAL	-	-	-	-
210-52205	GRANTS - MODOT	14,067	28,131	344,142	-
210-52210	GRANTS - CDBG	-	-	-	-
210-52235	GRANT - DEPT NATURAL RESOURCE	-	-	-	-
210-55135	DEVELOPMENT	999	2,663	1,000	1,000
210-55195	MOTOR VEHICLE FEE	81,264	84,334	86,000	86,000
210-57105	INTEREST ON DEPOSITS	5,633	7,899	10,000	10,000
210-57107	INTEREST ON INVESTMENTS	-	1,735	3,000	3,000
TOTAL REVENUES		775,943	800,453	1,204,142	860,000
EXPENDITURES					
SERVICES					
210-611-5203	FINANCIAL SERVICES	1,866	1,598	3,150	3,150
210-680-5206	LEGAL SERVICES	609	660	300	450
210-680-5601	ADVERTISING	709	685	1,000	1,300
210-680-5703	EQUIPMENT MAINTENANCE & REPAIR	5,817	11,689	-	-
210-680-5707	ROAD MAINTENANCE & REPAIR	696,098	490,535	775,029	663,850
210-680-5901	ENGINEERING	25,150	11,216	18,833	55,000
210-680-5999	SERVICES - NON CATEGORIZED	-	-	-	20,000
TOTAL SERVICES		730,250	516,382	798,312	743,750
CAPITAL					
210-680-6299	EQUIPMENT - NON CATEGORIZED	-	-	-	70,000
210-680-6403	ROADS	15,500	60,275	15,500	-
210-680-6406	CURB / SIDEWALK	64,658	2,536	79,350	79,350
210-680-6499	INFRASTRUCTURE - NON CAT	-	616,092	561,593	50,000
TOTAL CAPITAL		80,158	678,903	656,443	199,350
TOTAL EXPENDITURES		810,407	1,195,285	1,454,755	943,100
REVENUES OVER (UNDER) EXPENDITURES		(34,464)	(394,831)	(250,613)	(83,100)
OTHER USES					
TRANSFER TO DEBT FUND		31,498	31,498	-	-
TOTAL OTHER USES		31,498	31,498	-	-
NET SOURCES OVER (UNDER) USES		(65,963)	(426,330)	(250,613)	(83,100)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020					445,800



COMMUNITY INVESTMENT PLAN

HALF CENT FUND

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2019					(54,139)
REVENUES					
215-51205	SALES TAX	1,581,998	1,706,336	1,680,000	1,700,000
215-51305	USE TAX	118,740	147,357	140,000	149,000
215-52105	GRANTS - FEDERAL	-	-	-	-
215-57105	INTEREST ON DEPOSITS	7,385	7,182	15,000	15,000
215-57107	INTEREST ON INVESTMENTS	-	1,164	2,000	2,000
TOTAL REVENUES		1,708,122	1,862,039	1,837,000	1,866,000
EXPENDITURES					
SERVICES					
215-611-5203	FINANCIAL SERVICES	2,363	1,484	3,112	3,112
215-611-5250	INTRAGOVERNMENTAL SVC / REIMB	215,206	215,206	215,206	-
215-680-5202	CONSULTING SERVICES	83,346	-	-	-
215-680-5206	LEGAL SERVICES	163	88	1,000	1,000
215-680-5601	ADVERTISING	-	-	1,000	1,000
215-680-5901	ENGINEERING	75,841	78,118	50,000	-
215-680-5908	PERMITS	250	250	250	250
215-680-5999	SERVICES - NON CATEGORIZED	-	-	60,000	105,000
TOTAL SERVICES		377,168	295,146	330,568	110,362
CAPITAL					
215-680-6101	BUILDINGS	-	19,476	-	-
215-680-6202	EQUIPMENT - COMPUTERS	15,022	164,474	-	120,000
215-680-6299	EQUIPMENT - NON CATEGORIZED	10,997	-	91,000	-
215-680-6301	SYSTEM SOFTWARE	8,300	120,341	-	-
215-680-6405	STORM DRAINAGE	79,465	7,143	300,000	100,000
TOTAL CAPITAL		113,785	311,434	391,000	220,000
TOTAL EXPENDITURES		490,953	606,579	721,568	330,362
REVENUES OVER (UNDER) EXPENDITURES		1,217,170	1,255,460	1,115,432	1,535,638
OTHER USES					
TRANSFER TO DEBT FUND		1,343,347	1,339,920	1,374,622	1,402,244
TOTAL OTHER USES		1,343,347	1,339,920	1,374,622	1,402,244
NET SOURCES OVER (UNDER) USES		(126,178)	(84,461)	(259,190)	133,394
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020					79,255

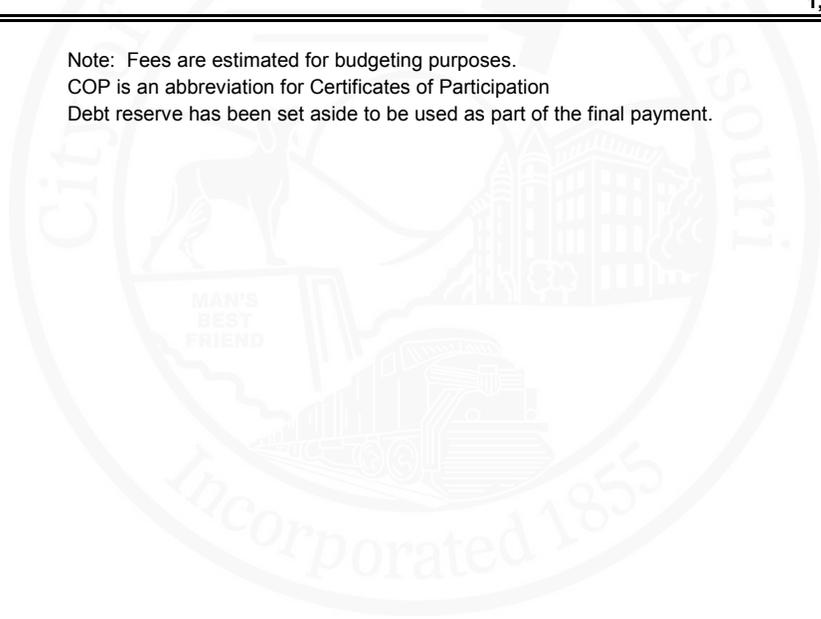


COMMUNITY INVESTMENT PLAN

HALF CENT DEBT SCHEDULE

Issuance	Uses	Funding Source	FY20	FY21
COP 2009 Interest	City Buildings	Capital Improvement Half Cent	45,800	38,000
COP 2009 Principal	City Buildings	Capital Improvement Half Cent	195,000	180,000
COP 2009 Fees	City Buildings	Capital Improvement Half Cent	996	996
COP 2009 Reserve	City Buildings	Capital Improvement Half Cent		
COP 2010 Principal	City Hall Remodel / Hamilton	Capital Improvement Half Cent	75,000	75,000
COP 2010 Interest	City Hall Remodel / Hamilton	Capital Improvement Half Cent	124,105	121,105
COP 2010 Fees	City Hall Remodel / Hamilton	Capital Improvement Half Cent	1,855	1,855
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	785,000	865,000
COP 2013 Interest	Refinancing COP 07 - City Buildings	Capital Improvement Half Cent	103,811	84,894
COP 2013 Fees	Refinancing COP 07 - City Buildings	Capital Improvement Half Cent	2,500	2,500
Lease Purchase Interest	Fire Truck	Capital Improvement Half Cent	4,578	2,318
Lease Purchase Principal	Fire Truck	Capital Improvement Half Cent	87,243	89,502
Fund Totals			1,425,888	1,461,170

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	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	Totals
COP 2009 Interest	30,800	24,200	18,200						157,000
COP 2009 Principal	165,000	150,000	455,000						1,145,000
COP 2009 Fees	996	996	996						4,980
COP 2009 Reserve			(317,822)						(317,822)
COP 2010 Principal	75,000	85,000	80,000	415,000	435,000	455,000	475,000	500,000	2,670,000
COP 2010 Interest	118,105	114,730	110,905	107,305	88,630	68,185	46,800	24,000	923,870
COP 2010 Fees	1,855	1,855	1,855	1,855	1,855	1,855	1,855	1,855	18,550
COP 2010 Principal									-
COP 2010 Interest									-
COP 2013 Principal	940,000	1,020,000	1,005,000						4,615,000
COP 2013 Interest	64,155	41,595	17,684						312,139
COP 2013 Fees	2,500	2,500	2,500						12,500
Lease Purchase Interest									6,896
Lease Purchase Principal									176,745
Fund Totals	1,398,411	1,440,876	1,374,318	524,160	525,485	525,040	523,655	525,855	9,724,858

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 BOND FUND

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2019					2,412,907
REVENUES					
225-51105	PROPERTY TAX - CURRENT	-	957,796	1,000,000	1,050,000
225-51110	PROPERTY TAX - DELINQUENT	-	-	50,000	25,000
225-57107	INTEREST ON INVESTMENTS	3,813	57,244	15,000	6,000
225-59915	BOND PROCEEDS	5,864,262	-	-	-
225-59920	LEASE PROCEEDS	-	-	-	-
TOTAL REVENUES		5,868,075	1,015,040	1,065,000	1,081,000
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	885	-	-
225-680-5601	ADVERTISING	-	714	-	-
225-680-5901	ENGINEERING	104,707	370,858	145,214	-
225-680-5908	PERMITS	300	-	-	-
TOTAL SERVICES		164,349	372,456	145,214	-
CAPITAL					
225-680-6401	SIGNS	-	730	-	-
225-680-6403	ROADS	-	672,561	-	620,000
225-680-6499	INFRASTRUCTURE - NON CAT	-	1,036,729	1,570,997	-
225-680-6501	VEHICLES	-	285,902	-	-
TOTAL CAPITAL		-	1,995,922	1,570,997	620,000
TOTAL EXPENDITURES		164,349	2,368,379	1,716,211	620,000
REVENUES OVER (UNDER) EXPENDITURES		5,703,726	(1,353,339)	(651,211)	461,000
OTHER USES					
TRANSFER TO DEBT FUND		-	943,900	983,575	995,000
TOTAL OTHER USES		-	943,900	983,575	995,000
NET SOURCES OVER (UNDER) USES		5,703,726	(2,297,239)	(1,634,786)	(534,000)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020					1,878,907

COMMUNITY INVESTMENT PLAN

GENERAL OBLIGATION DEBT SCHEDULE

Issuance	Uses	Funding Source	FY20	FY21	FY22
2017 General Obligation	Fire Trucks	Property Tax	180,000	190,000	200,000
2017 General Obligation	Fire Trucks	Property Tax	42,600	35,200	28,400
2017 General Obligation	Streets	Property Tax	705,000	740,000	780,000
2017 General Obligation	Streets	Property Tax	67,100	38,200	11,700
2017 General Obligation	Fire Trucks/Streets	Property Tax	300	300	300
Fund Totals			995,000	1,003,700	1,020,400

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	FY23	FY24	FY25	FY26	FY27	FY28	FY29	Totals
2017 General Obligation	210,000	220,000	235,000	245,000	255,000			1,735,000
2017 General Obligation	22,250	16,900	12,350	7,550	2,550			167,800
2017 General Obligation								2,225,000
2017 General Obligation								117,000
2017 General Obligation	300	300	300	300	300			2,400
Fund Totals	232,550	237,200	247,650	252,850	257,850	-	-	4,247,200



VEHICLE AND EQUIPMENT REPLACEMENT FUND

The Vehicle Equipment Replacement Fund (VERF) is new to the City as of November 2019. The VERF has been created to ensure that adequate funds are available to purchase vehicles and equipment, to stabilize budgeting for major purchases, and to provide a systematic, citywide approach to procurement and disposition of the fleet. The goal is to provide sufficient cash flow for annual purchases. The VERF is an internal service fund that owns all the city's vehicles and large equipment. Each department pays a yearly lease fee into the VERF, based on the individual assets used by the department.



VEHICLE AND EQUIPMENT REPLACEMENT FUND

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2019					155,000
REVENUES					
250-56110	ASSET SALES - EQUIPMENT	-	-	-	20,000
250-57105	INTEREST ON DEPOSITS	-	-	-	400
250-57107	INTEREST ON INVESTMENTS	-	-	-	125
250-59910	CLAIMS / REIMBURSEMENTS	-	-	-	20,000
TOTAL REVENUES		-	-	-	40,525
EXPENDITURES					
SERVICES					
250-611-5203	FINANCIAL SERVICES	-	-	-	-
TOTAL SERVICES		-	-	-	-
CAPITAL					
250-622-6501	VEHICLES	-	-	-	80,000
250-643-6501	VEHICLES	-	-	-	75,000
TOTAL CAPITAL		-	-	-	155,000
TOTAL EXPENDITURES		-	-	-	155,000
REVENUES OVER (UNDER) EXPENDITURES		-	-	-	(114,475)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020					40,525

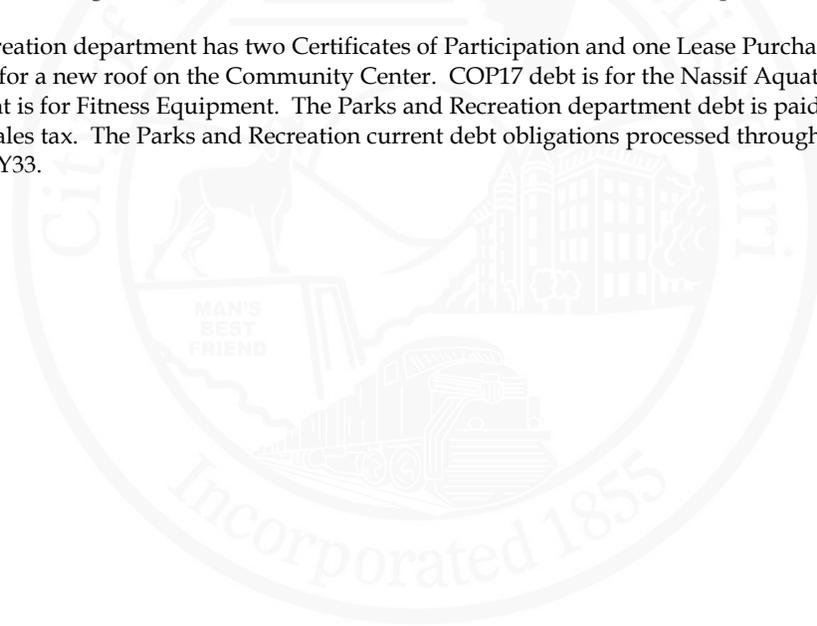
DEBT SERVICE FUND

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 three 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 agreements for the Police Departments records management system (RMS), the Fire Departments pumper fire engine, and the Street Departments street sweeper is paid from one-cent sales tax revenues. 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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2019					159,985
REVENUES					
310-57115	INTEREST CREDIT	8,093	5,864	-	-
TOTAL REVENUES		8,093	5,864	-	-
EXPENDITURES					
DEBT					
310-611-7101	BOND PRINCIPAL	1,093,000	1,910,000	1,967,000	2,084,000
310-611-7103	LEASE PURCHASE PRINCIPAL	239,358	184,749	208,043	205,942
310-611-7201	BOND INTEREST	538,271	547,714	548,663	473,803
310-611-7203	LEASE PURCHASE INTEREST	6,561	17,410	21,093	16,454
310-611-7301	BOND FEES	8,427	8,727	8,759	7,783
TOTAL EXPENDITURES		1,885,617	2,668,600	2,753,559	2,787,981
REVENUES OVER (UNDER) EXPENDITURES		(1,877,524)	(2,662,736)	(2,753,559)	(2,787,981)
OTHER SOURCES					
310-71110	GENERAL FUND	207,149	64,298	122,773	116,033
310-71210	CAPITAL IMPROVEMENT	31,498	31,498	-	-
310-71215	CAPITAL IMPROVEMENT	1,343,347	1,339,620	1,374,622	1,402,244
310-71225	GENERAL OBLIGATION BONDS	-	943,900	983,575	995,000
310-71430	PARKS	298,198	286,419	272,588	274,705
TOTAL OTHER SOURCES		1,880,193	2,665,736	2,753,559	2,787,981
REVENUE AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USERS		2,669	3,000	-	-
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020					159,985

DEBT SERVICE SCHEDULE

Issuance	Uses	Funding Source	FY20
COP 2013 Principal	Refinancing COP 07 - City Buildings	Capital Improvement Half Cent	785,000
COP 2013 Interest	Refinancing COP 07 - City Buildings	Capital Improvement Half Cent	103,811
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	69,000
COP 2014 Interest	Community Center Roof	Parks & Recreation Three-Eights Cent	10,216
COP 2014 Fees	Community Center Roof	Parks & Recreation Three-Eights Cent	1,908
COP 2017 Principal	City Buildings	Capital Improvement Half Cent	195,000
COP 2017 Interest	City Buildings	Capital Improvement Half Cent	39,200
COP 2017 Fees	City Buildings	Capital Improvement Half Cent	334
COP 2017 Principal	Nassif Pool / Park Equip	Parks & Recreation Three-Eights Cent	65,000
COP 2017 Interest	Nassif Pool / Park Equip	Parks & Recreation Three-Eights Cent	112,825
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	98,050
COP 2017 Fees	City Hall Remodel / Hamilton	Capital Improvement Half Cent	334
Lease Purchase Interest	PD RMS	General Fund One Cent	3,277
Lease Purchase Principal	PD RMS	General Fund One Cent	61,022
Lease Purchase Interest	Street Sweeper	General Fund One Cent	6,780
Lease Purchase Principal	Street Sweeper	General Fund One Cent	50,000
Lease Purchase Interest	Fire Truck	Capital Improvement Half Cent	4,578
Lease Purchase Principal	Fire Truck	Capital Improvement Half Cent	87,243
Lease Purchase Interest	Parks Fitness Equipment	Parks & Recreation Three-Eights Cent	741
Lease Purchase Principal	Parks Fitness Equipment	Parks & Recreation Three-Eights Cent	13,801
Bond Principal	Fire Trucks	Property Tax	180,000
Bond Interest	Fire Trucks	Property Tax	42,600
Bond Principal	Streets	Property Tax	705,000
Bond Interest	Streets	Property Tax	67,100
Bond Fees	Fire Trucks/Streets	Property Tax	300
Fund Totals			2,790,954

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	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28
COP 2013 Principal	865,000	940,000	1,020,000	1,005,000				
COP 2013 Interest	84,894	64,155	41,595	17,684				
COP 2013 Fees	2,500	2,500	2,500	2,500				
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				
COP 2017 Principal	180,000	165,000	155,000	150,000				
COP 2017 Interest	29,450	20,450	12,200	6,000				
COP 2017 Fees	334	334	334	334				
COP 2017 Principal	70,000	90,000	125,000	145,000	180,000	215,000	250,000	275,000
COP 2017 Interest	109,575	106,075	101,575	96,575	90,775	83,575	74,975	67,475
COP 2017 Fees	334	334	334	334	500	500	500	500
COP 2017 Principal	85,000	85,000	100,000	90,000	425,000	445,000	465,000	475,000
COP 2017 Interest	93,800	89,550	85,300	81,300	77,700	60,700	42,900	28,950
COP 2017 Fees	334	334	334	334	500	500	500	500
Lease Purchase Interest	1,755	295						
Lease Purchase Principal	62,543	31,854						
Lease Purchase Interest	5,085	3,390	1,695					
Lease Purchase Principal	50,000	50,000	50,000					
Lease Purchase Interest	2,318							
Lease Purchase Principal	89,502							
Lease Purchase Interest	397	67						
Lease Purchase Principal	14,145	7,204						
Bond Principal	190,000	200,000	210,000	220,000	235,000	245,000	255,000	
Bond Interest	35,200	28,400	22,250	16,900	12,350	7,550	2,550	
Bond Principal	740,000	780,000						
Bond Interest	38,200	11,700						
Bond Fees	300	300	300	300	300	300	300	
Fund Totals	2,830,839	2,757,133	2,008,570	1,912,320	1,022,125	1,058,125	1,091,725	847,425

DEBT SERVICE SCHEDULE

Issuance	FY29	FY30	FY31	FY32	FY33	Totals
COP 2013 Principal						4,615,000
COP 2013 Interest						312,139
COP 2013 Fees						12,500
COP 2014 Principal						361,000
COP 2014 Interest						31,158
COP 2014 Fees						9,540
COP 2017 Principal						845,000
COP 2017 Interest						107,300
COP 2017 Fees						1,670
COP 2017 Principal	315,000	350,000	395,000	425,000	420,000	3,320,000
COP 2017 Interest	59,225	49,775	39,275	26,931	13,650	1,032,281
COP 2017 Fees	500	1,000	1,000	1,000	1,000	8,170
COP 2017 Principal	490,000					2,745,000
COP 2017 Interest	14,700					672,950
COP 2017 Fees	500					4,170
Lease Purchase Interest						5,327
Lease Purchase Principal						155,419
Lease Purchase Interest						16,950
Lease Purchase Principal						200,000
Lease Purchase Interest						6,896
Lease Purchase Principal						176,745
Lease Purchase Interest						1,205
Lease Purchase Principal						35,151
Bond Principal						1,735,000
Bond Interest						167,800
Bond Principal						2,225,000
Bond Interest						117,000
Bond Fees						2,400
Fund Totals	879,925	400,775	435,275	452,931	434,650	18,922,771



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>	Foreclosed Amount	City Credit Bid	Annual Assessment	Remaining Assessments (18) Years
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, 2019

<u>Description</u>	Annual Assessment	Remaining Assessments (12) Years
Hawthorne Development LT 006	\$31,185.26	374,223.12
Hawthorne Development TR L	59.35	712.20
Hawthorne Development LT 007	51,629.63	619,555.57
Hawthorne Development LT 008	32,242.39	386,908.68
Hawthorne Development LT 009	11,918.64	143,023.68
Hawthorne Development TR J	39.78	477.36
Hawthorne Development TR G	46.42	557.04
Hawthorne Development TR I	65.93	791.16
Hawthorne Development TR K*	1,575.31	18,903.72
Hawthorne Development TR O**	667.17	8,006.04
Hawthorne Plaza TR A**	193.29	2,319.48
Total	\$161,891.69	\$1,555,478.05

In June of 2019, 10 acres of Hawthorne Development Lot 7 was sold, decreasing the annual assessment and the remaining assessments for the property.

NEIGHBORHOOD IMPROVEMENT DISTRICTS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2019					439,915
REVENUES					
410-51120	PROPERTY - SPECIAL ASSESSMENT	67,906	68,569	69,000	69,000
410-55175	RENTALS	-	-	5,610	-
410-56105	ASSET SALES - LAND	1,000	2,500	200,000	100,000
TOTAL REVENUES		68,906	71,069	274,610	169,000
EXPENDITURES					
RESSELL AVENUE NID					
410-691-7101	BOND PRINCIPAL	7,000	7,000	7,000	8,000
410-691-7201	BOND INTEREST	1,884	1,491	1,097	675
410-691-7301	BOND FEES	318	318	325	318
TOTAL EXPENDITURES		9,202	8,809	8,422	8,993
HAWTHORNE DEVELOPMENT NID					
410-692-5206	LEGAL SERVICES	263	38	-	-
410-692-5601	ADVERTISING	35	211	-	-
410-692-5999	SERVICES - NON CATEGORIZED	1,579	1,100	-	-
410-692-6999	CAPITAL - NON CATEGORIZED	-	-	-	-
410-692-7101	BOND PRINCIPAL	145,000	150,000	155,000	160,000
410-692-7201	BOND INTEREST	107,888	103,463	98,694	93,575
410-692-7301	BOND FEES	275	275	250	275
TOTAL EXPENDITURES		255,039	255,086	253,944	253,850
REVENUES OVER (UNDER) EXPENDITURES		(195,335)	(192,825)	12,244	(93,843)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020					346,072

NEIGHBORHOOD IMPROVEMENT DISTRICTS

Issuance	Uses	FY20	FY21	FY22	FY23	FY24	FY25	FY26
2001 Series Principal	Russell Avenue NID	8,000	8,000					
2001 Series Interest	Russell Avenue NID	675	225					
2001 Series Fees	Russell Avenue NID	325	325					
2011 Series Principal	Hawthorne NID	160,000	165,000	170,000	180,000	185,000	190,000	200,000
2011 Series Interest	Hawthorne NID	93,575	88,088	82,225	75,650	68,350	60,850	52,925
2011 Series Fees	Hawthorne NID	250	250	250	250	250	250	250
2011 Series Reserve	Hawthorne NID							
Fund Totals		262,825	261,888	252,475	255,900	253,600	251,100	253,175

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	FY27	FY28	FY29	FY30	FY31	Totals
2001 Series Principal	Russell Avenue NID						16,000
2001 Series Interest	Russell Avenue NID						900
2001 Series Fees	Russell Avenue NID						650
2011 Series Principal	Hawthorne NID	210,000	220,000	225,000	235,000	250,000	2,390,000
2011 Series Interest	Hawthorne NID	44,469	35,600	26,141	16,078	5,469	649,419
2011 Series Fees	Hawthorne NID	250	250	250	250	250	3,000
2011 Series Reserve	Hawthorne NID				(5,219)	(255,719)	(260,938)
Fund Totals		254,719	255,850	251,391	246,109	-	2,799,031

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

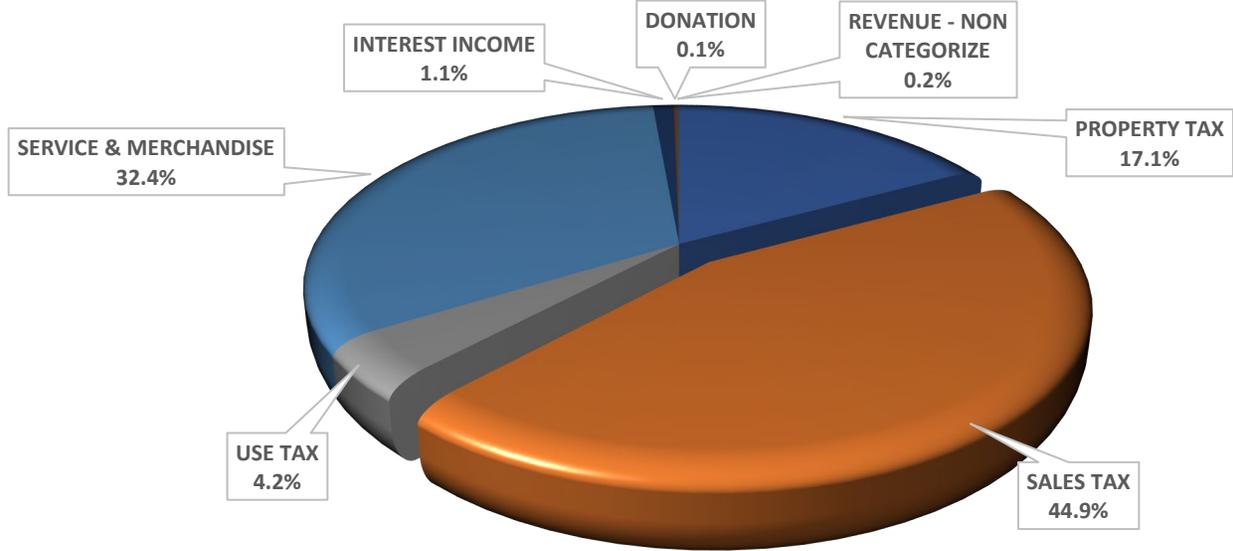




SUMMARY PARKS AND RECREATION

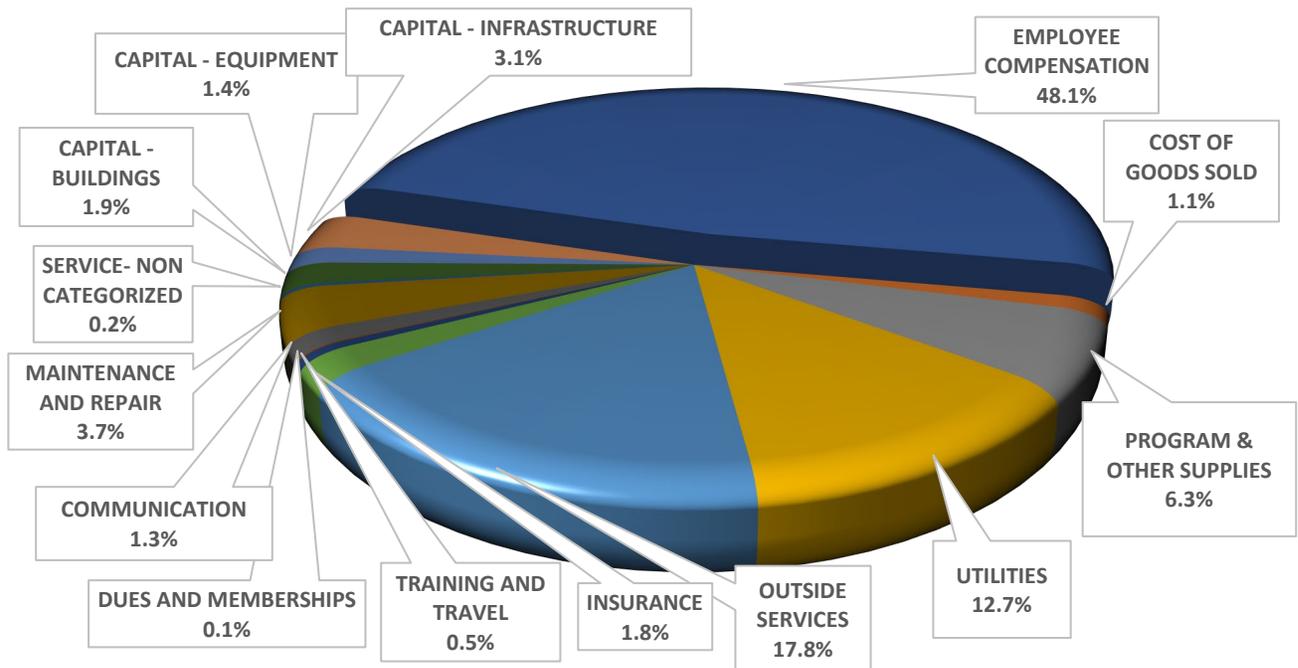
As with the General fund, the Parks and Recreation Fund is heavily dependent on Sales tax revenue. Program's, service, and merchandise make up the next largest portion of income for the Parks department at 32.4%, followed by Property tax at 17.1%.

Fiscal Year 2020 Park Fund Fund Revenue



Parks and Recreation has the most employees throughout the City's departments/funds. The Community Center, Parks Administration, Recreation and Maintenance departments have 157 full and part-time active employees that attribute to 47.1% of the total expenses for the fund.

Fiscal Year 2020 Park Fund Expenditures



SUMMARY OF PARKS AND RECREATION FUND

DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2019				938,365
REVENUES				
PROPERTY TAX	431,688	440,735	452,700	467,200
SALES TAX	1,145,481	1,226,119	1,220,000	1,225,000
USE TAX	89,044	110,504	103,000	114,000
INTERGOVERN- ST GRANT	-	68,839	90,000	-
SERVICE & MERCHANDISE	711,882	734,374	794,550	882,485
ASSET SALES	-	479	200	200
INTEREST INCOME	10,555	20,216	31,000	30,000
DONATION	10,931	206,325	123,500	3,000
REVENUE - NON CATEGORIZE	68,202	6,361	8,000	5,000
TOTAL REVENUES	2,467,783	2,813,950	2,822,950	2,726,885
EXPENDITURES				
SALARIES & WAGES	782,415	820,780	877,395	949,481
EMPLOYEE TAXES	58,656	61,864	66,739	69,349
EMPLOYEE RETIREMENT	20,328	23,524	30,876	30,055
EMPLOYEE INSURANCE	75,423	85,265	100,658	100,744
WORKERS' COMPENSATION	9,294	12,097	21,381	27,714
TUITION ASSISTANCE	-	4,311	6,600	-
COST OF GOODS SOLD	34,355	32,065	30,000	27,000
COGS - PRO SHOP	-	-	-	-
PROGRAM & OTHER SUPPLIES	145,138	141,835	147,100	153,075
UTILITIES	277,474	270,711	306,615	311,950
OUTSIDE SERVICES	434,791	421,760	409,893	435,479
INSURANCE	38,413	39,464	40,000	45,000
TRAINING AND TRAVEL	5,129	6,436	8,975	12,650
DUES AND MEMBERSHIPS	2,059	1,955	2,000	2,000
COMMUNICATION	26,244	26,256	26,000	31,000
MAINTENANCE AND REPAIR	53,971	51,223	71,500	90,588
SERVICE- NON CATEGORIZED	12,684	7,329	5,700	6,000
CAPITAL - BUILDINGS	47,533	332,669	86,000	46,000
CAPITAL - EQUIPMENT	103,433	28,670	36,500	35,500
CAPITAL - INFRASTRUCTURE	142,163	144,954	275,000	75,000
THIRD PARTY TICKET SALES	(183)	-	100	-
OVER (SHORT)	(271)	(96)	100	100
TOTAL EXPENDITURES	2,269,050	2,513,073	2,549,132	2,448,685
REVENUES OVER (UNDER) EXPENDITURES	198,733	300,877	273,818	278,201
OTHER SOURCES				
TRANSFERS IN FROM FINANCING	71,821	-	-	-
TOTAL OTHER SOURCES	71,821	-	-	-
OTHER USES				
TRANSFER TO DEBT FUND	298,198	286,119	272,588	274,705
TOTAL OTHER USES	298,198	286,119	272,588	274,705
NET SOURCES OVER (UNDER) USES	(226,377)	(286,119)	(272,588)	(274,705)
REVENUE AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USERS	(27,644)	14,758	1,230	3,496
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020				941,861

PARKS AND RECREATION REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
TAXES					
430-51105	PROPERTY TAX - CURRENT	392,250	400,015	412,000	425,000
430-51110	PROPERTY TAX - DELINQUENT	6,001	6,424	6,000	7,000
430-51115	RAILROAD TAX	18,728	19,520	20,200	20,200
430-51130	M & M SURTAX	14,708	14,776	14,500	15,000
430-51205	SALES TAX	1,145,481	1,226,119	1,220,000	1,225,000
430-51305	USE TAX	89,044	110,504	103,000	114,000
TOTAL TAX REVENUE		1,666,213	1,777,357	1,775,700	1,806,200
INTRAGOVERNMENTAL					
430-52235	GRANT - DEPT NATURAL RESOURCES	-	68,839	90,000	-
TOTAL INTERGOVERNMENTAL - GRANTS REVENUE		-	68,839	90,000	-
SERVICE AND MERCHANDISE					
430-55105	ADMISSIONS	204,107	193,340	-	-
430-55107	ADMISSIONS - NASSIF	-	-	165,000	165,000
430-55115	ADVERTISING	212	-	7,500	20,000
430-55120	CONCESSIONS	57,877	62,140	60,000	60,000
430-55162	COMMUNITY CENTER MEMBERSHIP	-	-	170,000	240,000
430-55170	PROGRAMS	283,323	307,995	300,000	300,000
430-55175	RENTALS	54,185	57,997	65,000	80,000
430-55185	HEALTH AND WELLNESS	114,712	117,318	30,000	15,935
430-55190	MERCHANDISE	524	389	-	-
430-55198	DISCOUNTS	(3,073)	(4,620)	(3,000)	1,500
430-55199	SERVICES - NON CATEGORIZED	15	(184)	50	50
TOTAL LICENCE AND PERMITS REVENUE		711,882	734,374	794,550	882,485
ASSET SALES					
430-56110	ASSET SALES - EQUIPMENT	-	479	200	200
TOTAL FINES		-	479	200	200
INTEREST INCOME					
430-57105	INTEREST ON DEPOSITS	10,555	16,835	25,000	20,000
430-57107	INTEREST ON INVESTMENTS	-	3,381	6,000	10,000
TOTAL CHARGES FOR SERVICES		10,555	20,216	31,000	30,000
DONATIONS					
430-59105	DONATIONS - UNITED WAY	4,705	3,755	3,500	-
430-59110	DONATIONS	6,225	202,570	120,000	3,000
TOTAL INTRAGOVERNMENTAL SERVICES / REIMBURSE		10,931	206,325	123,500	3,000
REVENUE - NON CATEGORIZED					
430-59910	CLAIMS / REIMBURSEMENTS	(1)	6,361	8,000	5,000
430-59920	LEASE PROCEEDS	68,203	-	-	-
TOTAL ASSET SALES		68,202	6,361	8,000	5,000
TOTAL REVENUES		2,467,783	2,813,950	2,822,950	2,726,885

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 2019 Accomplishments

- Completed LWCF Grant for Inclusive Playground – Playground for All
- Assisted in the 8th Annual Old Drum Day Festival
- Improved Park Board Orientation for new members
- Created and implemented a sponsorship and advertising program
- Adopted uniform for all part-time staff

Fiscal Year 2019 – Fiscal Year 2023 Strategic Plan Initiatives

Focus II: Community Pride and Interaction

Focus III: Growth and Investment

- Actively pursue grants as an additional source of revenue.
- Replace the display sign in front of building
- Implementation of the Parks & Recreation Master Plan
- Continue to monitor cost recovery in all areas

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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
430-611-1101	WAGES	149,289	156,807	151,420	162,020
430-611-1102	WAGES - PART TIME	97,316	88,107	104,101	150,179
430-611-1103	WAGES - OVERTIME	11	63	1,000	1,000
430-611-1105	WAGES - SUPPLEMENTAL	60	60	-	-
430-611-2101	FICA TAXES	18,264	18,608	19,624	22,938
430-611-2201	RETIREMENT - LAGERS	6,173	6,317	9,907	9,861
430-611-2301	INSURANCE - DENTAL	1,793	1,610	2,493	2,493
430-611-2302	INSURANCE - HEALTH	14,397	18,250	17,438	17,438
430-611-2304	INSURANCE - LIFE	351	364	381	398
430-611-2305	SHORT TERM DISABILITY	655	681	713	744
430-611-2306	INSURANCE - LONG TERM DISABILI	320	333	349	364
430-611-2401	WORKER'S COMPENSATION	1,298	1,806	1,533	3,384
430-611-2615	TUITION ASSISTANCE	-	4,311	6,600	-
TOTAL PERSONNEL EXPENSES		289,928	297,317	315,559	370,819
COMMODITIES					
430-611-4102	CLOTHING	500	1,343	1,000	750
430-611-4103	COMPUTER SUPPLIES	3,547	3,793	1,650	8,600
430-611-4109	OFFICE SUPPLIES	12,569	18,685	10,000	10,000
430-611-4199	SUPPLIES - NON CATEGORIZED	495	-	-	2,500
TOTAL COMMODITIES		17,111	23,821	12,650	21,850
SERVICES					
430-611-5106	UTILITY - TELEPHONE	4,679	5,464	5,000	2,550
430-611-5107	UTILITY - DATA ACCESS	2,611	2,281	3,915	5,520
430-611-5202	CONSULTING SERVICES	41,064	4,167	-	-
430-611-5203	FINANCIAL SERVICES	31,460	33,013	40,000	40,000
430-611-5250	INTRAGOVERNMENTAL SVC / REIMB	-	-	21,993	22,519
430-611-5299	CONTRACTUAL - NON CATEGORIZED	6,700	-	5,000	3,960
430-611-5301	PROPERTY INSURANCE	38,413	39,464	40,000	45,000
430-611-5401	TRAVEL - MEALS	199	232	500	750
430-611-5402	MILEAGE	192	475	500	500
430-611-5403	TRAVEL - ROOM	1,696	935	1,500	2,900
430-611-5404	SCHOOLS AND SEMINARS	893	3,870	4,475	6,500
430-611-5501	DUES AND MEMBERSHIPS	2,059	1,955	2,000	2,000
430-611-5601	ADVERTISING	26,154	25,444	25,000	30,000
430-611-5602	POSTAGE	90	812	1,000	1,000
430-611-5704	SOFTWARE MAINTENANCE & REPAIR	-	1,214	2,000	3,088
430-611-5904	EMPLOYMENT	1,613	588	4,000	4,000
430-611-5999	SERVICES - NON CATEGORIZED	6,912	-	-	-
TOTAL SERVICES		164,735	119,913	156,883	170,287
CAPITAL					
430-611-6499	INFRASTRUCTURE - NON CAT	1,325	84,575	200,000	-
TOTAL CAPITAL		1,325	84,575	200,000	-
NON-CATEGORIZED					
430-611-9401	OVER (SHORT)	(271)	(96)	100	100
TOTAL NON-CATEGORIZED		(271)	(96)	100	100
TOTAL EXPENDITURES		472,828	525,531	685,192	563,056

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 2019 Accomplishments

- Replaced second HVAC unit on ABC building
- Repair and maintain all current facilities
- Staff took third place at the Maintenance Rodeo
- Helped with Inclusive Playground installation and final details
- Built and installed Cabanas at Nassif Aquatic Center for private rentals

Fiscal Year 2020 - Fiscal Year 2024 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.
- Incorporate LED Lighting program throughout the parks
- Improvements to parking lots within the department.
- Promote Healthy Urban Forest for long-term sustainability

Fiscal Year 2020 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

PARKS AND RECREATION MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
430-631-1101	WAGES	116,123	133,172	136,812	142,913
430-631-1102	WAGES - PART TIME	25,120	17,443	29,000	33,389
430-631-1103	WAGES - OVERTIME	3,374	9,345	4,000	4,000
430-631-1105	WAGES - SUPPLEMENTAL	180	300	300	300
430-631-1106	PTO ANNUAL PAY OUT	-	4,745	5,000	3,200
430-631-2101	FICA TAXES	10,939	12,399	13,014	13,816
430-631-2201	RETIREMENT - LAGERS	6,481	8,089	9,173	9,127
430-631-2301	INSURANCE - DENTAL	2,770	2,836	3,324	3,324
430-631-2302	INSURANCE - HEALTH	22,048	23,931	29,118	29,118
430-631-2304	INSURANCE - LIFE	288	339	347	362
430-631-2305	SHORT TERM DISABILITY	515	617	644	677
430-631-2306	INSURANCE - LONG TERM DISABILI	252	294	315	331
430-631-2401	WORKER'S COMPENSATION	2,733	3,160	5,468	7,874
TOTAL PERSONNEL EXPENSES		190,823	216,669	236,515	248,432
COMMODITIES					
430-631-4102	CLOTHING	716	1,137	750	950
430-631-4104	CUSTODIAL SUPPLIES	2,153	2,767	3,000	3,150
430-631-4106	LAWN AND FIELD CARE	15,490	14,575	12,000	14,000
430-631-4115	TOOLS	789	1,972	5,500	3,275
TOTAL COMMODITIES		19,148	20,451	21,250	21,375
SERVICES					
430-631-5101	UTILITY - ELECTRIC	22,867	25,312	28,000	30,000
430-631-5102	UTILITY - GAS	1,490	2,080	4,700	4,700
430-631-5103	UTILITY - WATER	18,976	13,951	17,500	18,200
430-631-5104	UTILITY - TRASH	5,859	8,269	8,500	8,500
430-631-5106	UTILITY - TELEPHONE	964	980	1,000	1,000
430-631-5107	UTILITY - DATA ACCESS	160	-	-	-
430-631-5108	FUEL	9,435	9,514	11,500	11,420
430-631-5205	LABOR / LABOR & EQUIPMENT	166	80	200	200
430-631-5206	LEGAL SERVICES	-	-	-	-
430-631-5209	RENT / LEASE	3,181	2,106	3,000	2,800
430-631-5701	BUILDING MAINTENANCE & REPAIR	4,568	4,764	5,000	6,000
430-631-5703	EQUIPMENT MAINTENANCE & REPAIR	7,943	6,021	8,000	8,000
430-631-5706	VEHICLE MAINTENANCE & REPAIR	4,148	2,682	4,000	5,000
430-631-5903	HEALTH AND WELLNESS	65	65	-	-
430-631-5904	EMPLOYMENT	203	294	-	-
TOTAL SERVICES		80,024	76,118	91,400	95,820
CAPITAL					
430-631-6101	BUILDINGS	17,487	10,640	6,000	6,000
430-631-6205	EQUIPMENT - MOWER	12,700	13,624	14,000	16,000
430-631-6299	EQUIPMENT - NON CATEGORIZED	-	-	-	-
430-631-6499	INFRASTRUCTURE - NON-CATEGORY	140,838	60,379	75,000	75,000
TOTAL CAPITAL		171,025	84,643	95,000	97,000
TOTAL EXPENDITURES		461,021	397,881	444,165	462,627

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 2019 Accomplishments

- Scholarships were given to youth in Johnson County to play a sport, participate in a program or camp.
- Cost savings thanks to volunteer partnerships within the department
- Provided over 100 free daily lunches for youth over the summer
- Added over 10 new programs
- Purchased 4 new pitching mounds for baseball/softball program
- Purchased inflatable movie screen for movies in the park

Fiscal Year 2020 – Fiscal Year 2024 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 2020 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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
430-632-1101	WAGES	120,956	142,816	146,157	141,829
430-632-1102	WAGES - PART TIME	209,408	230,953	234,289	239,949
430-632-1103	WAGES - OVERTIME	4,364	1,907	4,000	4,000
430-632-1105	WAGES - SUPPLEMENTAL	-	54	-	400
430-632-2101	FICA TAXES	25,190	28,204	29,410	27,523
430-632-2201	RETIREMENT - LAGERS	5,871	8,430	9,760	9,041
430-632-2301	INSURANCE - DENTAL	1,320	1,516	3,324	3,324
430-632-2302	INSURANCE - HEALTH	22,737	29,314	33,874	33,874
430-632-2304	INSURANCE - LIFE	315	358	369	357
430-632-2305	SHORT TERM DISABILITY	582	669	687	668
430-632-2306	INSURANCE - LONG TERM DISABILI	284	327	336	326
430-632-2401	WORKER'S COMPENSATION	3,485	4,938	12,405	15,686
TOTAL PERSONNEL EXPENSES		394,512	449,485	474,611	476,978
COST OF GOODS SOLD					
430-632-3101	COGS - FOOD/BEVERAGE	34,355	32,065	30,000	27,000
430-632-3202	COGS - PRO SHOP	-	-	-	-
TOTAL COMMODITIES		34,355	32,065	30,000	27,000
COMMODITIES					
430-632-4102	CLOTHING	600	2,026	600	750
430-632-4109	OFFICE SUPPLIES	-	-	-	-
430-632-4111	PROGRAM SUPPLIES	75,442	61,935	80,000	80,000
430-632-4116	AQUATIC SUPPLIES	1,177	1,610	2,000	500
TOTAL COMMODITIES		77,219	65,571	82,600	81,250
SERVICES					
430-632-5106	UTILITY - TELEPHONE	595	630	500	500
430-632-5107	UTILITY - DATA ACCESS	-	-	-	-
430-632-5205	LABOR / LABOR & EQUIPMENT	23,600	2,647	-	-
430-632-5206	LEGAL SERVICES	4,075	3,138	3,000	3,000
430-632-5207	MANAGEMENT SERVICES	310,926	366,181	318,000	336,000
430-632-5209	RENT / LEASE	5,980	2,663	7,000	2,000
430-632-5404	SCHOOLS AND SEMINARS	2,149	925	2,000	2,000
430-632-5703	EQUIPMENT MAINTENANCE & REPAIR	-	-	1,500	1,500
430-632-5903	HEALTH AND WELLNESS	976	155	700	1,000
430-632-5904	EMPLOYMENT	2,801	5,779	1,000	1,000
TOTAL SERVICES		351,102	382,117	333,700	347,000
CAPITAL					
430-632-6203	EQUIPMENT - FITNESS	73,204	3,388	3,500	3,500
430-632-6208	EQUIPMENT - BALLFIELDS	3,236	2,180	4,000	3,000
430-632-6209	EQUIPMENT - PLAYGROUND	-	268	2,000	1,000
TOTAL CAPITAL		76,440	5,836	9,500	7,500
NON-CATEGORIZED					
430-632-9201	THIRD PARTY TICKETS / PASSES	(183)	-	100	-
TOTAL NON-CATEGORIZED		(183)	-	100	-
TOTAL EXPENDITURES		933,447	935,074	930,511	939,728

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 2019 Accomplishments

- Moving wall in Multi-Purpose rooms A/B was replaced
- Replaced all lights on the first floor to LED
- Replaced 4 of the 7 flat roofs on the building
- Created All-Access membership, allowing members to use all amenities for one price
- Brought back Child Care for members while they workout
- Partnered with Warrensburg High School and Piranhas Swim Team to replace lap lanes in the pool

Fiscal Year 2020 – Fiscal Year 2024 Strategic Plan Initiatives

Focus I: Investment in Infrastructure

Focus II: Community Pride and Interaction

- Replace second floor lights with LED in the building
- Replace carpet in the hallways of the building.
- Replace the remaining 3 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
-

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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
430-633-1101	WAGES	29,973	11,576	30,316	31,655
430-633-1102	WAGES - PART TIME	24,576	23,355	30,000	33,647
430-633-1103	WAGES - OVERTIME	1,664	78	1,000	1,000
430-633-2101	FICA TAXES	4,263	2,653	4,691	5,072
430-633-2201	RETIREMENT - LAGERS	1,803	688	2,036	2,025
430-633-2301	INSURANCE - DENTAL	342	200	831	831
430-633-2302	INSURANCE - HEALTH	6,170	3,480	5,813	5,813
430-633-2304	INSURANCE - LIFE	76	39	76	80
430-633-2305	SHORT TERM DISABILITY	139	73	152	149
430-633-2306	INSURANCE - LONG TERM DISABILI	68	36	74	73
430-633-2401	WORKER'S COMPENSATION	1,777	2,173	1,975	769
TOTAL PERSONNEL EXPENSES		70,852	44,349	76,964	81,113
COMMODITIES					
430-633-4102	CLOTHING	543	542	600	600
430-633-4104	CUSTODIAL SUPPLIES	17,688	18,749	16,500	16,000
430-633-4107	MAINTENANCE & REPAIR SUPPLIES	9,973	9,537	10,000	10,000
430-633-4199	SUPPLIES - NON CATEGORIZED	3,456	3,165	3,500	2,000
TOTAL COMMODITIES		31,660	31,992	30,600	28,600
SERVICES					
430-633-5101	UTILITY - ELECTRIC	120,156	132,037	130,000	133,000
430-633-5102	UTILITY - GAS	39,115	42,737	43,500	45,000
430-633-5103	UTILITY - WATER	43,645	20,183	45,000	45,000
430-633-5104	UTILITY - TRASH	2,900	2,696	3,200	3,500
430-633-5105	UTILITY - CABLE TELEVISION	3,813	4,472	4,000	2,760
430-633-5106	UTILITY - TELEPHONE	210	105	300	300
430-633-5299	CONTRACTUAL - NON-CATEGORIZED	7,638	7,767	11,700	25,000
430-633-5701	BUILDING MAINTENANCE & REPAIR	18,870	22,296	21,000	20,000
430-633-5703	EQUIPMENT MAINTENANCE & REPAIR	18,443	14,245	30,000	47,000
430-633-5904	EMPLOYMENT	114	447	-	-
TOTAL SERVICES		254,903	246,986	288,700	321,560
CAPITAL					
430-633-6101	BUILDING	30,046	322,029	80,000	40,000
430-633-6299	EQUIPMENT - NON CATEGORIZED	14,293	9,210	13,000	12,000
TOTAL CAPITAL		44,339	331,239	93,000	52,000
TOTAL EXPENDITURES		401,754	654,567	489,264	483,273

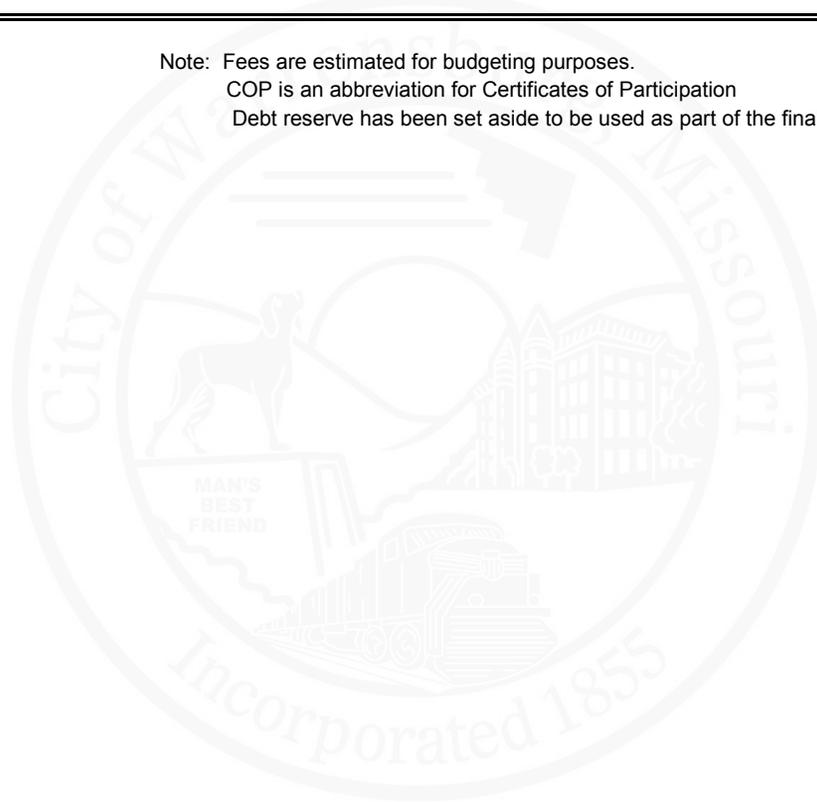
PARKS AND RECREATION DEBT SCHEDULE

Issuance	Uses	Funding Source	FY20
COP 2009 Interest	Nassif Pool / Park Equip	Parks & Recreation Three-Eighths Cent	161,538
COP 2009 Principal	Nassif Pool / Park Equip	Parks & Recreation Three-Eighths Cent	50,000
COP 2009 Fees	Nassif Pool / Park Equip	Parks & Recreation Three-Eighths Cent	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	69,000
COP 2014 Interest	Community Center Roof	Parks & Recreation Three-Eighths Cent	10,216
COP 2014 Fees	Community Center Roof	Parks & Recreation Three-Eighths Cent	1,908
Lease Purchase Interest	Parks Fitness Equipment	Parks & Recreation Three-Eighths Cent	741
Lease Purchase Principal	Parks Fitness Equipment	Parks & Recreation Three-Eighths Cent	13,801
Fund Totals			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	1,692,375
COP 2009 Principal	300,000	340,000	390,000	430,000	815,000	3,525,000
COP 2009 Fees	1,147	1,147	1,147	1,147	1,147	16,058
COP 2009 Reserve					(385,506)	(385,506)
						-
COP 2014 Principal						361,000
COP 2014 Interest						31,158
COP 2014 Fees						9,540
						-
Lease Purchase Interest						1,205
Lease Purchase Principal						35,151
Fund Totals	408,460	434,960	468,810	490,285	469,353	5,285,981



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

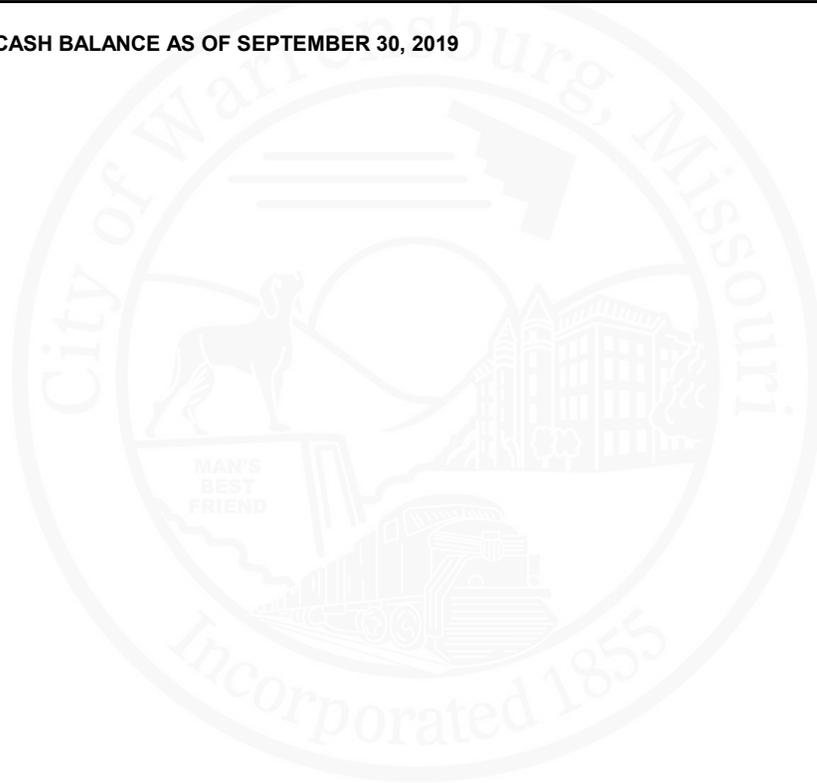
In no event will the City's total obligation for reimbursement exceed the total Reimbursable Project Costs Cap. The reimbursable amounts listed in the Project Budget do not represent caps on any individual expenditure (e.g., demolition) or category of expenditures (e.g., land acquisition, site work, 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

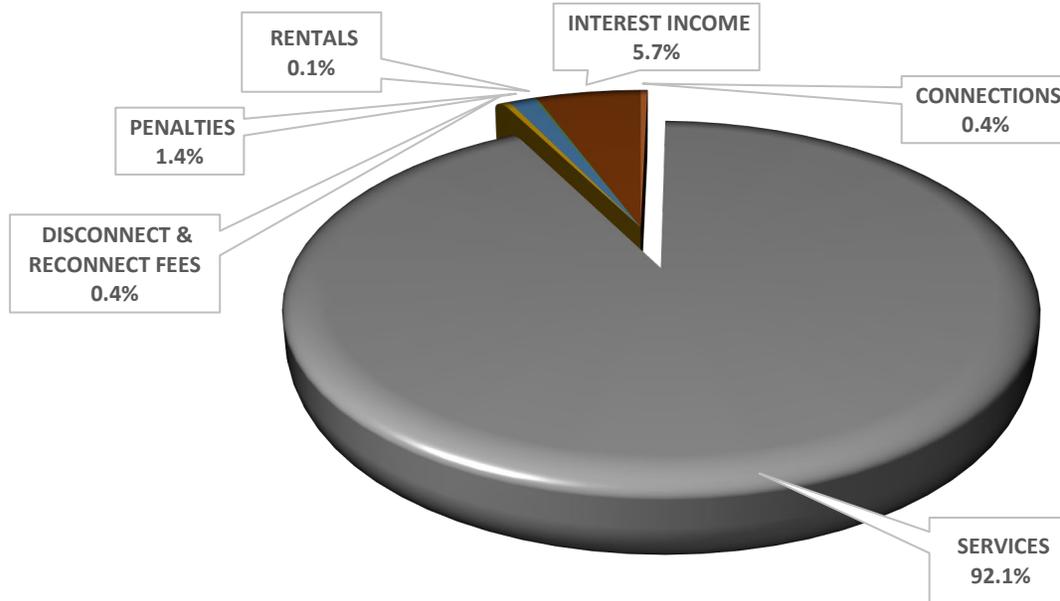
ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2019					3,826
REVENUES					
440-51120	PROPERTY	29,012	27,277	60,000	140,000
440-51205	SALES TAX	5,431	12,281	12,000	10,000
TOTAL REVENUES		34,443	39,558	72,000	150,000
EXPENDITURES					
440-693-9301	COMMUNITY AGREEMENTS	34,295	39,686	72,000	150,000
TOTAL EXPENDITURES		34,295	39,686	72,000	150,000
REVENUES OVER (UNDER) EXPENDITURES		148	(128)	-	-
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					3,826



SUMMARY OF WASTE WATER POLLUTION CONTROL FUND

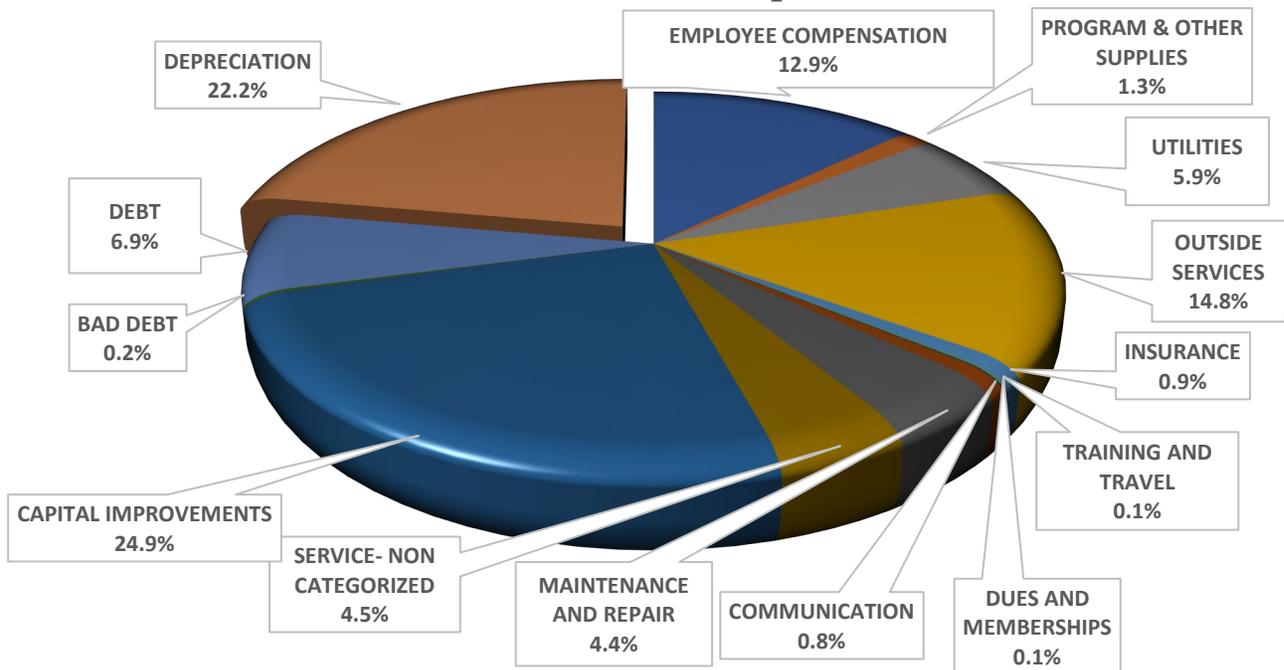
The Water Pollution Control Fund (WPC) is the City's only major proprietary fund. The bulk of the WPC revenue comes from charges for services. This fund is ran at break even, and does not profit from services rendered.

Fiscal Year 2020 WPC Fund Revenues



In Fiscal Year 2020, the WPC will spend over 1.6 million dollars in capital improvements to current and to replace aging infrastructure. Improvements are needed continuously to adhere to federal regulations, which drive large expenses in the WPC.

Fiscal Year 2020 WPC Fund Expenditures



SUMMARY OF WATER POLLUTION CONTROL FUND

DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018				2,092,718
REVENUES				
PERMITS	150	150	500	500
SERVICE & MERCHANDISE	4,240,340	4,610,168	4,511,600	4,784,700
INTEREST INCOME	302,026	291,665	270,090	287,440
TOTAL REVENUES	4,542,516	4,901,982	4,782,190	5,072,640
EXPENDITURES				
SALARIES & WAGES	565,317	515,587	572,140	605,463
EMPLOYEE TAXES	42,484	38,631	43,769	45,706
EMPLOYEE RETIREMENT	89,026	29,207	37,189	36,803
EMPLOYEE INSURANCE	84,599	81,593	126,420	133,193
WORKERS' COMPENSATION	11,714	16,640	18,282	19,471
UNEMPLOYMENT	3,975	-	-	-
EMPLOYER PROVIDED SER OT PROGRAM & OTHER SUPPLIES	-	-	-	-
UTILITIES	49,355	51,330	78,000	86,725
OUTSIDE SERVICES	346,515	374,275	359,864	384,384
INSURANCE	744,618	750,842	814,929	968,205
TRAINING AND TRAVEL	53,976	59,781	60,000	60,000
DUES AND MEMBERSHIPS	1,599	1,772	5,700	6,200
COMMUNICATION	4,482	4,455	5,575	5,625
MAINTENANCE AND REPAIR	910	551	2,450	50,900
SERVICE- NON CATEGORIZED	202,846	152,284	246,113	287,913
CAPITAL - BUILDINGS	88,890	174,923	358,866	296,490
CAPITAL - EQUIPMENT	-	-	-	-
CAPITAL - SOFTWARE	15,259	8,940	126,560	750,700
CAPITAL - INFRASTRUCTURE	74,882	6,363	-	-
CAPITAL - VEHICLES	14,789	101,403	199,550	-
CAPITAL - LAND EASEMENT	-	27,222	40,000	-
CAPITAL - NON CATEGORY	-	-	-	-
DEBT PRINCIPAL	9,795	-	300,000	875,000
DEBT INTEREST	-	-	-	-
DEBT FEES	476,310	444,570	447,867	377,005
OVER (SHORT)	84,058	77,725	83,499	75,674
BAD DEBT	-	-	-	-
DEPRECIATION	-	-	15,000	15,000
TOTAL EXPENDITURES	1,512,550	1,400,000	1,400,000	1,450,000
REVENUES OVER (UNDER) EXPENDITURES	4,477,947	4,318,094	5,341,773	6,530,456
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020	64,569	583,889	(559,583)	(1,457,816)

WPC REVENUES

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERMITS					
610-53215	PERMIT - DISCHARGE	150	150	500	500
TOTAL TAX REVENUE		150	150	500	500
SERVICE AND MERCHANDISE					
610-55125	CONNECTIONS	20,650	18,975	20,000	18,000
610-55140	SERVICES	4,126,252	4,423,618	4,400,000	4,670,000
610-55145	DISCONNECT & RECONNECT FEES	17,682	17,712	19,000	19,000
610-55165	PENALTIES	68,451	74,717	65,000	70,100
610-55175	RENTALS	7,000	7,000	7,000	7,000
610-55199	SERVICES - NON CATEGORIZED	300	285	500	500
TOTAL SERVICE AND MERCHANDISE		4,240,335	4,542,307	4,511,500	4,784,600
INTEREST INCOME					
610-57105	INTEREST ON DEPOSITS	15,579	30,670	25,200	43,200
610-57107	INTEREST ON INVESTMENTS	-	5,266	10,650	10,000
610-57115	INTEREST CREDIT	286,447	255,729	234,240	234,240
610-57125	PAYMENT TERMS DISCOUNTS	4	-	100	100
TOTAL INTEREST INCOME		302,031	291,665	270,190	287,540
TOTAL REVENUES		4,542,516	4,834,122	4,782,190	5,072,640



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 2019 Accomplishments

- Continue monitoring of budgets for all water pollution control departments

Fiscal Year 2020 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 Range	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Budget
Director of Public Works	24	0.5	0.5	0.5	0.5
Project Manager - WPC Assistant Public Works Director	16	0.5	0.5	0.5	0.5
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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
610-611-1101	WAGES	66,206	61,326	62,666	69,027
610-611-1103	WAGES - OVERTIME	75	238	-	-
610-611-1105	WAGES - SUPPLEMENTAL	210	210	210	240
610-611-2101	FICA TAXES	4,787	4,699	4,810	5,299
610-611-2201	RETIREMENT - LAGERS	3,591	3,844	4,087	4,055
610-611-2203	NET PENSION EXPENSE	6,571	-	-	-
610-611-2301	INSURANCE - DENTAL	587	594	831	831
610-611-2302	INSURANCE - HEALTH	6,170	5,923	40,813	40,813
610-611-2304	INSURANCE - LIFE	147	154	158	164
610-611-2305	INSURANCE - SHORT TERM DISABIL	275	288	295	307
610-611-2306	INSURANCE - LONG TERM DISABILI	134	141	144	150
610-611-2401	WORKER'S COMPENSATION	359	260	182	224
610-611-2501	UNEMPLOYMENT	3,975	-	-	-
TOTAL PERSONNEL EXPENSES		93,084	77,677	114,196	121,109
COMMODITIES					
610-611-4102	CLOTHING	47	158	550	200
610-611-4103	COMPUTER SUPPLIES	-	-	500	500
610-611-4108	MEETING SUPPLIES	130	132	300	300
610-611-4109	OFFICE SUPPLIES	387	498	500	500
610-611-4199	SUPPLIES - NON CATEGORIZED	-	-	-	-
TOTAL COMMODITIES		564	788	1,850	1,500
SERVICES					
610-611-5106	UTILITY - TELEPHONE	-	-	210	210
610-611-5201	AUDIT SERVICES	5,895	5,400	7,500	7,500
610-611-5202	CONSULTING	-	3,819	-	-
610-611-5203	FINANCIAL SERVICES	6,283	7,272	4,500	4,500
610-611-5206	LEGAL SERVICES	866	825	2,000	2,000
610-611-5250	INTRAGOVERNMENTAL SVC / REIMB	615,129	630,814	667,000	820,000
610-611-5299	CONTRACTUAL - NON CATEGORIZED	64	-	70	70
610-611-5301	PROPERTY INSURANCE	53,976	59,781	60,000	60,000
610-611-5404	SCHOOLS AND SEMINARS	-	-	500	500
610-611-5501	DUES AND MEMBERSHIPS	3,205	3,362	3,450	3,500
610-611-5601	ADVERTISING	94	34	100	100
610-611-5602	POSTAGE	-	-	-	48,000
610-611-5901	ENGINEERING	6,945	15,913	21,720	21,720
610-611-5903	HEALTH AND WELLNESS	-	-	235	235
610-611-5904	EMPLOYMENT	-	-	100	100
610-611-5908	PERMITS	9,359	9,386	8,550	8,550
610-611-5999	SERVICES - NON CATEGORIZED	132	228	250	250
TOTAL SERVICES		701,948	736,834	776,185	977,235
DEBT					
610-611-7201	BOND INTEREST	476,310	444,570	447,867	377,005
610-611-7301	BOND FEES	84,058	77,725	83,499	75,674
TOTAL DEBT		560,368	522,295	531,366	452,679
DEPRECIATION					
610-611-9601	DEPRECIATION	1,512,550	1,400,000	1,400,000	1,450,000
TOTAL DEPRECIATION		1,512,550	1,400,000	1,400,000	1,450,000
TOTAL EXPENDITURES		2,868,514	2,737,594	2,823,597	3,002,523

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 2019 Accomplishments

- Implemented auto bill pay
- Completed the conversion from Incode 9 to Incode 10

Fiscal Year 2020 Strategic Plan Initiatives

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

- Implement paperless email-billing to customers
- Implement e-check payment option
- Continue to reduce delinquencies and shut offs by increased customer contact

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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
COMMODITIES					
610-612-4109	OFFICE SUPPLIES	11,363	11,170	12,000	12,000
610-612-4114	SOFTWARE	-	3,960	8,500	8,500
TOTAL COMMODITIES		11,363	15,130	20,500	20,500
SERVICES					
610-612-5107	UTILITY - DATA ACCESS	480	480	540	540
610-612-5203	FINANCIAL SERVICES	23,569	27,992	25,000	25,000
610-612-5205	LABOR / LABOR & EQUIPMENT	54	652	720	1,200
610-612-5206	LEGAL SERVICES	-	175	2,000	2,000
610-612-5209	RENT / LEASE	4,282	3,909	4,389	2,565
610-612-5213	COLLECTION AGENCY FEES	1,594	2,341	2,000	2,000
610-612-5299	CONTRACTUAL - NON CATEGORIZED	8,510	8,891	8,900	8,900
610-612-5603	PRINTING AND BINDING	-	-	-	-
610-612-5704	SOFTWARE MAINTENANCE & REPAIR	10,063	-	8,813	8,813
TOTAL SERVICES		48,552	44,440	52,362	51,018
CAPITAL					
610-612-6202	EQUIPMENT - COMPUTERS	-	-	850	1,600
TOTAL CAPITAL		-	-	850	1,600
NON-CATEGORIZED					
610-612-9501	BAD DEBT	-	-	15,000	15,000
TOTAL NON-CATEGORIZED		-	-	15,000	15,000
TOTAL EXPENDITURES		59,915	59,569	88,712	88,118

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 2019 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)
- Construct Reed Drying Bed at the East Wastewater Facility.

Fiscal Year 2020 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.

Customer Focus

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

Strategies

- Educate the public regarding 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	FY17 Actual	FY18 Actual	FY19 Actual	FY20 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	2
WPC Operator I	11	0	0	2	0
Totals		7	7	7	7



WPC TREATMENT PLANTS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
610-671-1101	WAGES	302,891	265,405	300,797	301,197
610-671-1103	WAGES - OVERTIME	23,268	19,621	23,247	23,247
610-671-1105	WAGES - SUPPLEMENTAL	1,280	1,020	780	780
610-671-1106	PTO ANNUAL PAY OUT	-	3,484	-	5,000
610-671-2101	FICA TAXES	24,730	21,444	24,849	24,880
610-671-2201	RETIREMENT - LAGERS	17,890	16,420	21,114	20,164
610-671-2203	NET PENSION EXPENSE	32,854	-	-	-
610-671-2301	INSURANCE - DENTAL	3,871	3,871	5,818	5,818
610-671-2302	INSURANCE - HEALTH	37,463	45,599	40,688	47,401
610-671-2304	INSURANCE - LIFE	659	626	727	722
610-671-2305	INSURANCE - SHORT TERM DISABIL	1,254	1,142	1,417	1,350
610-671-2306	INSURANCE - LONG TERM DISABILI	613	558	692	659
610-671-2401	WORKER'S COMPENSATION	6,531	6,565	10,300	11,318
TOTAL PERSONNEL EXPENSES		453,303	385,754	430,429	442,535
COMMODITIES					
610-671-4102	CLOTHING	5,550	6,503	7,060	7,210
610-671-4103	COMPUTER SUPPLIES	352	56	500	3,700
610-671-4104	CUSTODIAL SUPPLIES	460	561	750	750
610-671-4105	LAB AND CHEMICALS	9,711	7,949	11,000	12,000
610-671-4106	LAWN AND FIELD CARE	1,092	445	2,700	2,250
610-671-4107	MAINTENANCE & REPAIR SUPPLIES	10,051	5,768	11,000	11,000
610-671-4108	MEETING SUPPLIES	-	17	100	100
610-671-4109	OFFICE SUPPLIES	441	372	1,650	1,650
610-671-4112	PUBLICATIONS	-	246	550	550
610-671-4114	SOFTWARE	180	371	340	1,815
610-671-4115	TOOLS	675	587	2,300	750
610-671-4199	SUPPLIES - NON CATEGORIZED	1,380	3,820	8,650	12,200
TOTAL COMMODITIES		29,892	26,697	46,600	53,975
SERVICES					
610-671-5101	UTILITY - ELECTRIC	299,755	302,010	285,000	285,000
610-671-5102	UTILITY - GAS	4,637	9,208	16,000	16,000
610-671-5103	UTILITY - WATER	2,023	1,662	2,150	3,350
610-671-5104	UTILITY - TRASH	3,289	3,000	3,050	3,050
610-671-5106	UTILITY - TELEPHONE	5,593	6,366	5,987	5,507
610-671-5107	UTILITY - DATA ACCESS	2,589	7,105	6,300	30,000
610-671-5108	FUEL	4,927	4,934	10,000	10,000
610-671-5205	LABOR / LABOR & EQUIPMENT	29,913	18,709	30,000	30,000
610-671-5206	LEGAL SERVICES	313	150	600	600
610-671-5209	RENT / LEASE	2,435	2,510	2,900	2,120
610-671-5211	LABORATORY TESTING	29,909	17,282	31,100	31,100
610-671-5299	CONTRACTUAL - NON CATEGORIZED	10,633	14,818	14,925	15,525
610-671-5404	SCHOOLS AND SEMINARS	1,145	825	2,800	2,800
610-671-5501	DUES AND MEMBERSHIPS	942	698	1,500	1,500
610-671-5601	ADVERTISING	387	145	550	550
610-671-5701	BUILDING MAINTENANCE & REPAIR	6,697	3,587	25,500	30,400
610-671-5703	EQUIPMENT MAINTENANCE & REPAIR	90,023	54,164	48,500	100,000
610-671-5704	SOFTWARE	-	-	-	2,000
610-671-5706	VEHICLE MAINTENANCE & REPAIR	1,105	1,927	3,200	4,200
610-671-5799	MAINTENANCE & REPAIR - NON CAT	58,217	67,543	97,800	80,800
610-671-5901	ENGINEERING	-	-	5,000	5,000
610-671-5903	HEALTH AND WELLNESS	-	-	75	75
610-671-5904	EMPLOYMENT	78	45	100	100
610-671-5999	SERVICES - NON CATEGORIZED	-	1,023	42,100	40,840

WPC TREATMENT PLANTS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
TOTAL SERVICES		554,609	517,711	635,137	700,517
CAPITAL					
610-671-6201	EQUIPMENT - COMMUNICATIONS	2,707	1,707	-	-
610-671-6202	EQUIPMENT - COMPUTERS	-	-	650	-
610-671-6204	EQUIPMENT - LABORATORY	12,552	7,233	8,375	14,600
610-671-6299	EQUIPMENT - NON CATEGORIZED	-	-	108,285	32,000
TOTAL CAPITAL		15,259	8,940	117,310	46,600
TOTAL EXPENDITURES		1,053,064	939,101	1,229,476	1,243,627



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 regulations.

Fiscal Year 2019 Accomplishments

- This division has successfully maintained the collection system through preventative maintenance and scheduled preemptive servicing of problem lines therefore reducing the number of sewer 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 2020 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	FY17	FY18	FY19	FY20
	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	1
WPC Collections Operator I	11	1	1	2	1
Totals		5	5	5	5

WPC COLLECTIONS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PERSONNEL EXPENSES					
610-672-1101	WAGES	167,326	152,374	178,930	197,522
610-672-1103	WAGES - OVERTIME	3,701	4,436	5,150	5,150
610-672-1105	WAGES - SUPPLEMENTAL	360	360	360	300
610-672-1106	PTO ANNUAL PAY OUT	-	6,841	-	3,000
610-672-2101	FICA TAXES	12,967	12,488	14,110	15,527
610-672-2201	RETIREMENT - LAGERS	9,907	8,943	11,989	12,584
610-672-2203	NET PENSION EXPENSE	18,214	-	-	-
610-672-2301	INSURANCE - DENTAL	3,809	3,279	4,156	4,156
610-672-2302	INSURANCE - HEALTH	28,239	18,075	29,063	29,063
610-672-2304	INSURANCE - LIFE	373	361	433	465
610-672-2305	INSURANCE - SHORT TERM DISABIL	676	665	797	870
610-672-2306	INSURANCE - LONG TERM DISABILI	330	317	389	425
610-672-2401	WORKER'S COMPENSATION	4,824	9,815	7,800	7,929
TOTAL PERSONNEL EXPENSES		250,727	217,955	253,175	276,991
COMMODITIES					
610-672-4102	CLOTHING	5,509	5,221	5,000	5,000
610-672-4103	COMPUTER SUPPLIES	46	-	300	2,000
610-672-4104	CUSTODIAL SUPPLIES	76	141	250	250
610-672-4107	MAINTENANCE & REPAIR SUPPLIES	-	75	150	150
610-672-4108	MEETING SUPPLIES	25	-	100	100
610-672-4109	OFFICE SUPPLIES	445	1,145	750	750
610-672-4115	TOOLS	697	829	1,000	1,000
610-672-4199	SUPPLIES - NON CATEGORIZED	738	1,303	1,500	1,500
TOTAL COMMODITIES		7,537	8,715	9,050	10,750
SERVICES					
610-672-5101	UTILITY - ELECTRIC	17,866	33,506	17,874	17,874
610-672-5102	UTILITY - GAS	726	988	1,050	1,050
610-672-5103	UTILITY - WATER	831	765	775	775
610-672-5106	UTILITY - TELEPHONE	1,998	2,473	4,848	4,848
610-672-5107	UTILITY - DATA ACCESS	960	960	1,080	1,080
610-672-5108	FUEL	841	692	5,000	5,100
610-672-5205	LABOR / LABOR & EQUIPMENT	866	500	2,100	2,100
610-672-5206	LEGAL SERVICES	-	-	300	300
610-672-5209	RENT / LEASE	-	-	500	500
610-672-5299	CONTRACTUAL - NON CATEGORIZED	4,055	4,609	7,125	8,625
610-672-5401	TRAVEL - MEALS	-	-	100	100
610-672-5403	TRAVEL - ROOM	88	207	300	300
610-672-5404	SCHOOLS & SEMINARS	366	740	2,000	2,500
610-672-5501	DUES AND MEMBERSHIPS	335	395	625	625
610-672-5601	ADVERTISING	144	145	500	500
610-672-5603	PRINTING AND BINDING	-	-	150	150
610-672-5701	BUILDING MAINTENANCE & REPAIR	649	788	2,500	2,500
610-672-5703	EQUIPMENT MAINTENANCE & REPAIR	8,902	9,500	12,100	12,100
610-672-5706	VEHICLE MAINTENANCE & REPAIR	1,001	2,838	3,200	2,600
610-672-5799	MAINTENANCE & REPAIR - NON CAT	26,188	11,937	44,500	44,500
610-672-5904	EMPLOYMENT	-	312	200	200
610-672-5999	SERVICES - NON CATEGORIZED	-	385	420	420
TOTAL SERVICES		65,816	71,742	107,247	108,747

WPC COLLECTIONS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
CAPITAL					
610-672-6202	EQUIPMENT - COMPUTERS	-	-	900	-
610-672-6299	EQUIPMENT - NON CATEGORIZED	-	-	7,500	2,500
610-672-6501	VEHICLES	-	27,222	40,000	-
TOTAL CAPITAL		-	27,222	48,400	2,500
TOTAL EXPENDITURES		324,079	325,633	417,872	398,988



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 2019 Accomplishments

- Replaced a portion of outdated equipment and vehicles
- Continued Inflow and Infiltration Rehabilitation Program
- East Plant Reed Drying Pad Construction

Fiscal Year 2020 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
- 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

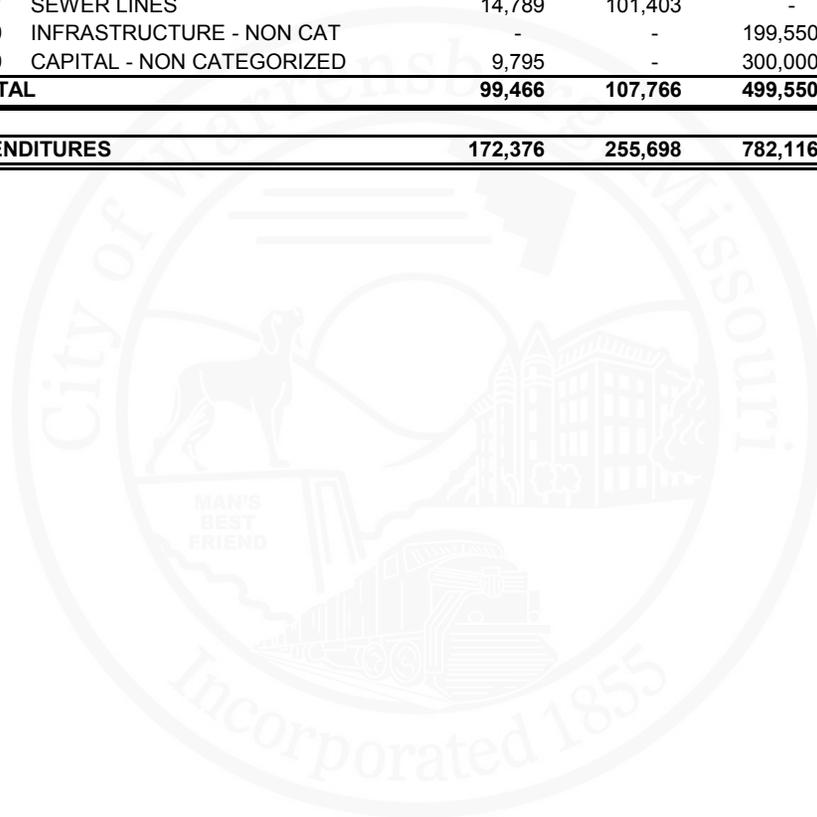
These Reserve funds will be implemented within the Enterprise Fund within the next 5 years.

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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
SERVICES					
610-680-5206	LEGAL SERVICES	250	175	1,300	1,600
610-680-5601	ADVERTISING	285	126	1,150	1,600
610-680-5901	ENGINEERING	45,725	2,425	50,000	70,000
610-680-5999	SERVICES - NON CATEGORIZED	26,650	145,206	230,116	149,000
TOTAL SERVICES		72,910	147,932	282,566	222,200
CAPITAL					
610-680-6299	EQUIPMENT - NON CATEGORIZED	-	-	-	700,000
610-680-6301	SYSTEM SOFTWARE	74,882	6,363	-	-
610-680-6407	SEWER LINES	14,789	101,403	-	-
610-680-6499	INFRASTRUCTURE - NON CAT	-	-	199,550	-
610-680-6999	CAPITAL - NON CATEGORIZED	9,795	-	300,000	875,000
TOTAL CAPITAL		99,466	107,766	499,550	1,575,000
TOTAL EXPENDITURES		172,376	255,698	782,116	1,797,200



WPC DEBT SCHEDULE

ISSUANCE	PURCHASED	FY20	FY21	FY22	FY23
SRF 2007A Principal	Sewer Improvements	815,000	830,000	845,000	865,000
SRF 2007A Interest	Sewer Improvements	301,266	265,781	227,038	186,425
SRF 2007A Admin Fees	Sewer Improvements	50,087	44,268	38,342	32,309
2010 Direct Loan Principal	Lagoon Bypass	430,000	438,000	446,000	456,000
2010 Direct Loan Interest	Lagoon Bypass	75,739	69,345	62,833	56,196
2010 Direct Loan Admin Fees	Lagoon Bypass	25,588	23,428	21,288	18,985
Fund Totals		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				7,015,000
SRF 2007A Interest	147,075	106,775	63,312	20,672				1,318,344
SRF 2007A Admin Fees	26,132	19,814	13,352	6,747				231,051
								-
2010 Direct Loan Principal	464,000	474,000	483,000	493,000	503,000	513,000	524,500	5,224,500
2010 Direct Loan Interest	49,417	42,513	35,468	28,283	20,949	13,468	5,839	460,050
2010 Direct Loan Admin Fees	16,695	14,363	11,983	9,555	7,078	4,550	1,973	155,486
Fund Totals	1,588,319	1,562,465	1,532,115	1,503,257	531,027	531,018	532,312	14,404,431



TRUST FUNDS

The City of Warrensburg has four trust funds and a special revenue fund that is operated like a trust fund. The description of these funds are listed below.

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. 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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
STEVENSON TRUST FUND					
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					97,416
REVENUES					
710-57105	INTEREST ON DEPOSITS	1,378	2,136	730	2,000
710-57107	INTEREST ON INVESTMENTS	-	412	780	780
TOTAL REVENUES		1,378	2,547	1,510	2,780
EXPENDITURES					
710-611-9701	DONATIONS	3,400	2,600	2,000	2,000
TOTAL EXPENDITURES		3,400	2,600	2,000	2,000
REVENUES OVER (UNDER) EXPENDITURES		(2,022)	(53)	(490)	780
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					98,196
BROWN TRUST					
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					26,424
REVENUES					
720-57105	INTEREST ON DEPOSITS	251	398	300	300
720-57107	INTEREST ON INVESTMENTS	-	77	150	150
TOTAL REVENUES		251	474	450	450
EXPENDITURES					
720-611-9701	DONATIONS	-	-	-	-
TOTAL EXPENDITURES		-	-	-	-
REVENUES OVER (UNDER) EXPENDITURES		251	474	450	450
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					26,874
ANDERSON - STEVENSON TRUST					
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					20,248
REVENUES					
730-57105	INTEREST ON DEPOSITS	182	292	300	300
730-57107	INTEREST ON INVESTMENTS	-	56	100	100
730-59110	DONATIONS	-	1,000	1,000	1,000
TOTAL REVENUES		182	1,347	1,400	1,400
EXPENDITURES					
730-611-9701	DONATIONS	-	-	1,000	1,000
TOTAL EXPENDITURES		-	-	1,000	1,000
REVENUES OVER (UNDER) EXPENDITURES		182	1,347	400	400
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					20,648
CRISSEY TRUST					
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					22,042
REVENUES					
740-57105	INTEREST ON DEPOSITS	209	331	350	350
740-57107	INTEREST ON INVESTMENTS	-	64	120	120
TOTAL REVENUES		209	395	470	470
EXPENDITURES					
740-611-9701	DONATIONS	-	-	600	600
TOTAL EXPENDITURES		-	-	600	600
REVENUES OVER (UNDER) EXPENDITURES		209	395	(130)	(130)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020					21,912

TRUST FUNDS

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
TRI-CENTENNIAL FUND					
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					14,868
REVENUES					
750-57105	INTEREST ON DEPOSITS	141	223	75	75
750-57107	INTEREST ON INVESTMENTS	-	43	80	80
TOTAL REVENUES		141	266	155	155
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020					15,023



AGENCY FUNDS

Children's Memorial

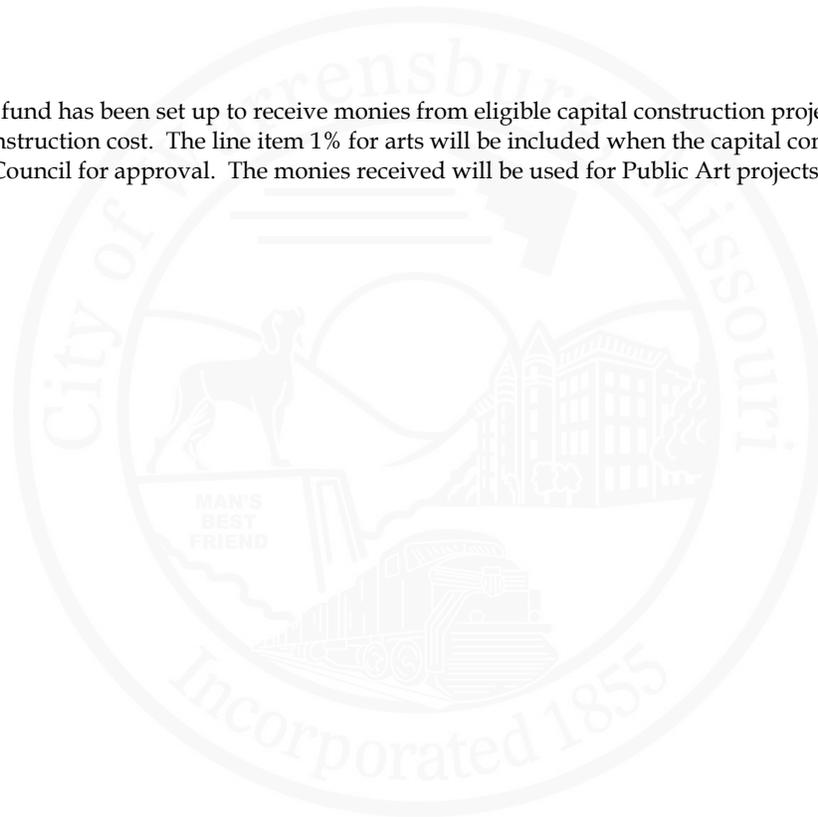
Children's Memorial Fund was established in 1999. The goal of the agency is to provide a permanent tribute to children who had untimely deaths and as a remembrance of families who have suffered this loss. In 2006, the Children's Memorial Advisory Committee requested that the area where the children statues 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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					43,173
REVENUES					
810-57105	INTEREST ON DEPOSITS	139	395	575	689
810-57107	INTEREST ON INVESTMENTS	-	61	100	100
810-59110	DONATIONS	13,926	15,125	10,000	15,600
TOTAL REVENUES		14,065	15,581	10,675	16,389
EXPENSES					
COMMODITIES					
810-611-4199	SUPPLIES - NON CATEGORIZED	332	386	-	-
TOTAL COMMODITIES		332	386	-	-
SERVICES					
810-611-5203	FINANCIAL SERVICES	45	71	-	78
810-611-5205	LABOR / LABOR & EQUIPMENT	11,953	2,998	3,000	2,000
810-611-5601	ADVERTISING	-	288	1,200	1,600
810-611-5999	SERVICES - NON CATEGORIZED	-	-	5,800	12,000
TOTAL SERVICES		11,998	3,357	10,000	15,678
TOTAL EXPENDITURES		12,330	3,743	10,000	15,678
REVENUES OVER (UNDER) EXPENDITURES		1,735	11,838	675	711
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020					43,884

ART COMMISSION FUND AND PUBLIC ARTS FUND

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					27,685
REVENUES					
820-52305	GRANTS - LOCAL	10,000	10,000	-	-
820-57105	INTEREST ON DEPOSITS	172	508	560	560
820-57107	INTEREST ON INVESTMENTS	-	108	200	200
TOTAL REVENUES		10,172	10,616	760	760
EXPENSES					
COMMODITIES					
820-611-4107	MAINTENANCE & REPAIR SUPPLIES	39	-	2,000	2,000
820-611-4108	MEETING SUPPLIES	71	-	500	500
820-611-4111	PROGRAM SUPPLIES	476	3,157	-	-
820-611-4199	SUPPLIES - NON CATEGORIZED	501	-	-	-
TOTAL COMMODITIES		1,087	3,157	2,500	2,500
SERVICES					
820-611-5203	FINANCIAL SERVICES	64	94	-	-
820-611-5205	LABOR / LABOR & EQUIPMENT	2,233	75	-	-
820-611-5206	LEGAL SERVICES	225	-	-	-
820-611-5209	RENT / LEASE	297	1,225	8,000	2,000
820-611-5299	CONTRACTUAL - NON CATEGORIZED	95	-	-	10,000
820-611-5404	SCHOOLS AND SEMINARS	250	100	1,500	1,500
820-611-5501	DUES AND MEMBERSHIPS	25	-	-	-
820-611-5601	ADVERTISING	440	400	1,000	1,000
TOTAL SERVICES		3,629	1,894	10,500	14,500
SERVICES					
820-611-9301	COMMUNITY AGREEMENT	2,052	-	4,500	2,000
820-611-9801	GRANTS	1,397	750	1,500	3,000
TOTAL SERVICES		3,449	750	6,000	5,000
TOTAL EXPENDITURES		8,164	5,800	19,000	22,000
REVENUES OVER (UNDER) EXPENDITURES		2,008	4,816	(18,240)	(21,240)
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2019					6,445

Public Arts Fund

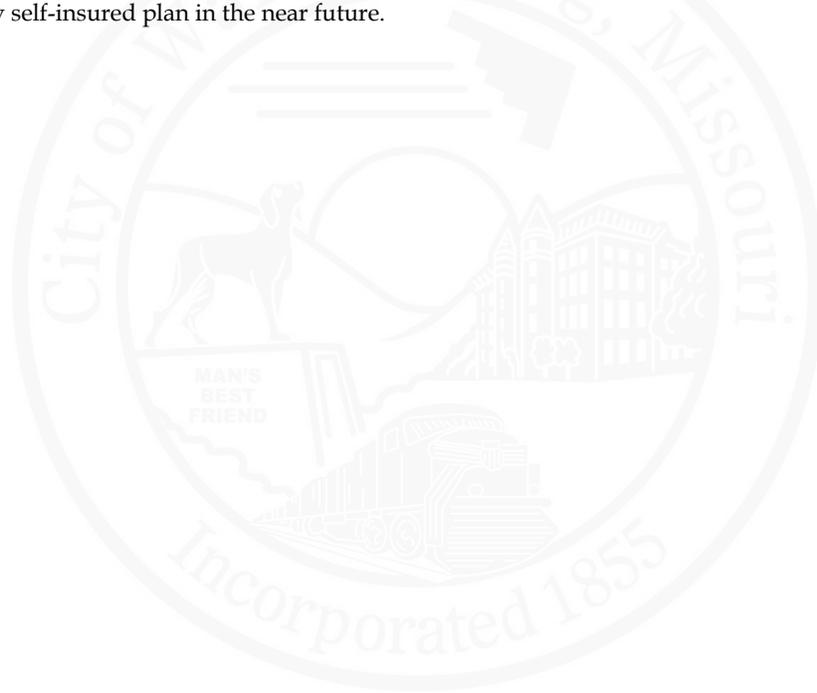
ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ORIGINAL BUDGET	FY 2018 AMENDED BUDGET	FY 2019 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					725
REVENUES					
825-52305	GRANTS - LOCAL	-	-	-	-
825-57105	INTEREST ON DEPOSITS	7	11	12	12
825-57107	INTEREST ON INVESTMENTS	-	2	4	4
TOTAL REVENUES		7	13	16	16
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020					741

SELF INSURANCE FIND

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. Along with this change, the City has begun incentivizing the participation in the annual wellness program. Participants received a Fit Bit or Garman device and \$30 off of their monthly premium for plan participants over the age of 21.

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 four 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 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					642,928
REVENUES					
900-50001	EMPLOYEE PREMIUM	115,816	174,801	175,000	214,100
900-50002	EMPLOYER SHARE PREMIUM	852,987	867,055	860,000	977,000
900-57105	INTEREST ON DEPOSITS	2,605	9,076	9,000	10,000
900-57107	INTEREST ON INVESTMENTS	-	1,719	3,000	3,000
TOTAL REVENUES		971,408	1,050,932	1,044,000	1,201,100
EXPENSES					
PERSONNEL EXPENSES					
900-699-2302	SELF INSURANCE EXPENSE	626,123	790,958	820,000	1,032,000
TOTAL COMMODITIES		626,123	790,958	820,000	1,032,000
SERVICES					
900-611-5203	FINANCIAL SERVICES	727	1,678	1,700	1,700
900-611-5910	WELLNESS PROGRAM	-	1,040	2,500	59,000
TOTAL SERVICES		727	2,718	4,200	60,700
TOTAL EXPENDITURES		626,850	793,677	824,200	1,092,700

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 2017 and 2018 have been included. 2019 amounts that are shown are based on the fiscal year 2019 current budget, and the fiscal year 2020 amounts are based on the fiscal year 2020 proposed budget.

The forecasted numbers for fiscal years 2021 through 2024 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 2.3%. A slightly more conservative figure was budgeted at a flat 2% increase for FY20 and thereafter.
- Sales Tax revenues have increased at a yearly average of 1.7% over the past 11 years including the abnormal decrease in FY17, and the unforeseen 7% increase in actuals from FY17 to FY18. Staff has decided to budget FY20 Sales Tax 1.7% higher than the estimated FY19 total, which is 2% higher than FY19 budgeted numbers
- 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 3.8%. But within the last 2 years, 2 new hotels have been constructed within the City, and in April of 2019, the Citizens of Warrensburg voted to increase the Lodging Tax from 2.5% to 5%, which should double the estimated sales tax received. Staff budgeted FY20 Sales Tax increase of 56% over estimated FY19 totals, which is 100% higher than FY19 budgeted numbers
- In FY19 Licenses, Permits, Fines, & Services continued an upward trend partially due to new construction and higher contractual prices. In FY20 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. FY20 will see a slight decrease as projects within the ½ cent fund decrease, followed by an assumed 3% increase year over year FY21-24.

General Fund Expenditures:

In fiscal years 2018-2020, 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 FY19 Sales Tax has increased on average 1.7% per year. This average includes the abnormal decrease in FY17, and the unforeseen 7% increase in actuals from FY17 to FY18. Staff has decided to budget Sales Tax 1.7% higher in FY20 when compared to FY19 estimated final totals, however the budgeted FY20 number is 2% higher than what was budgeted in FY19.
- 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 was budgeted for FY19. For the FY20 budget, revenues are projected flat after stale growth in car and gas sales. A linear equation was formulated from a running five-year average, which produced a 4.4% average increase over the four-year period from FY21-FY24

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 FY20 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:

- Even though Property Tax revenues are fixed in nature, growth within the greater Warrensburg area has led to a 10-year, year over year average trend increase of 2.3%. A slightly more conservative figure was budgeted at a flat 2% increase for FY20 and thereafter.
- As with the General Fund and CIP, Sales Tax revenues have increased at a yearly average of 1.7% 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 1.7% higher in FY20 when compared to FY19 estimated final totals, however the budgeted FY20 number is 2% higher than what was budgeted in FY19.
- 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 FY21-FY24.

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 FY20-24 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. We are now in the last year of this study but will continue to analyze revenues and cost on a year to year basis. Much of this forecast is based upon the work conducted in the study.
- Permits and Connection fees are forecasted at a 0.5% increase year over year FY20-24
- 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 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget
General Fund				
Revenues				
Property Taxes	\$ 798,131	\$ 813,568	\$ 828,400	\$ 854,500
Sales & Use Taxes	4,246,198	4,615,301	4,550,000	4,674,000
Franchise Taxes	2,577,786	2,682,885	2,630,000	2,653,000
Tax - Non Categorized	115,447	160,217	135,000	288,000
Grants	29,873	9,715	10,000	244,000
Licenses, Permits, Fines, & Services	777,356	781,941	861,456	897,090
Intra-government Services/Reimburse ¹	830,335	846,020	904,199	842,519
Other Revenues	996,840	207,939	408,020	177,420
Total Revenues	<u>\$ 10,371,966</u>	<u>\$ 10,117,587</u>	<u>\$ 10,327,075</u>	<u>\$ 10,630,529</u>
Expenditures				
City Council / Legislative	\$ 7,805	\$ 8,245	\$ 118,723	\$ 114,468
City Clerk	90,753	76,097	79,860	80,279
City Manager	230,987	196,318	230,744	236,023
Municipal Court	130,991	146,798	171,905	176,313
Legal Services	17,035	30,791	20,000	15,000
Public Information	8,480	8,480	-	-
Human Resources	114,062	156,065	172,110	181,142
General Administration	424,625	411,260	462,103	574,284
Finance	432,565	451,944	501,779	518,227
Information Technology	474,113	448,127	658,334	665,227
Buildings And Grounds	331,105	245,847	266,643	238,341
Emergency Management	13,821	15,595	15,950	16,050
Fire Protection	2,562,190	2,128,586	2,162,067	2,304,476
Law Enforcement	3,056,225	2,807,870	2,916,710	2,983,376
Animal Control	236,176	236,249	264,783	335,478
Animal Control Donation	-	802	500	500
Graphic Information Systems	-	-	-	73,571
Community Development	468,272	470,822	544,437	518,302
Economic Development	274,162	239,550	259,114	257,006
Street Maintenance	1,524,252	1,622,354	1,828,100	1,476,627
Cemetery	135,388	139,828	166,815	160,946
Cemetery Donations	1,128	-	1,500	1,500
Total Expenditures	<u>\$ 10,534,136</u>	<u>\$ 9,841,630</u>	<u>\$ 10,842,176</u>	<u>\$ 10,927,138</u>
Revenues Over (Under) Expenditures	<u>\$ (162,170)</u>	<u>\$ 275,956</u>	<u>\$ (515,101)</u>	<u>\$ (296,608)</u>
Other Sources (Uses) Of Funds	(278,971)	(109,298)	(122,773)	(321,623)
Net Sources Over (Under) Uses	<u><u>\$ (441,140)</u></u>	<u><u>\$ 166,658</u></u>	<u><u>\$ (637,874)</u></u>	<u><u>\$ (618,232)</u></u>

THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget
210-Community Investment Plan				
Revenues				
Sales & Use Taxes				
Fuel Taxes & Vehicle Fees	755,244	760,025	846,000	846,000
Other Grants	14,067	28,131	344,142	-
Other Revenues	6,632	12,297	14,000	14,000
Total Revenues	\$ 775,943	\$ 800,453	\$ 1,204,142	\$ 860,000
Capital Improvement Expenditures	810,407	1,195,285	1,454,755	943,100
Revenues Over (Under) Expenditures	\$ (34,464)	\$ (394,831)	\$ (250,613)	\$ (83,100)
Other Sources (Uses) Of Funds	\$ (31,498)	\$ (31,498)	\$ -	\$ -
Net Sources Over (Under) Uses	\$ (65,963)	\$ (426,330)	\$ (250,613)	\$ (83,100)
215-Community Investment Plan 1/2 CENT				
Revenues				
Sales & Use Taxes	1,700,737	1,853,693	1,820,000	1,849,000
Fuel Taxes & Vehicle Fees	(1)	-	-	-
Other Grants	-	-	-	-
Other Revenues	7,385	8,346	17,000	17,000
Total Revenues	\$ 1,708,121	\$ 1,862,039	\$ 1,837,000	\$ 1,866,000
Capital Improvement Expenditures	490,953	606,579	721,568	330,362
Revenues Over (Under) Expenditures	\$ 1,217,169	\$ 1,255,460	\$ 1,115,432	\$ 1,535,638
Other Sources (Uses) Of Funds	\$ (1,343,347)	\$ (1,339,920)	\$ (1,374,622)	\$ (1,402,244)
Net Sources Over (Under) Uses	\$ (126,179)	\$ (84,461)	\$ (259,190)	\$ 133,394
225-General Obligation Fund				
Revenues				
Property Taxes	\$ -	\$ 957,796	\$ 1,050,000	\$ 1,075,000
Bond Proceeds	5,864,262	-	-	-
Other Revenues	3,813	57,244	15,000	6,000
Total Revenues	\$ 5,868,075	\$ 1,015,040	\$ 1,065,000	\$ 1,081,000
Capital Improvement Expenditures	\$ 164,349	\$ 2,368,379	\$ 1,716,211	\$ 620,000
Revenues Over (Under) Expenditures	\$ 5,703,726	\$ (1,353,339)	\$ (651,211)	\$ 461,000
Other Sources (Uses) Of Funds	\$ -	\$ (943,900)	\$ (983,575)	\$ (995,000)
Net Sources Over (Under) Uses	\$ 5,703,726	\$ (2,297,239)	\$ (1,634,786)	\$ (534,000)
310-Debt Service				
Revenues	\$ 8,093	\$ 5,864	\$ -	\$ -
Debt Service Expenditures	\$ 1,885,617	\$ 2,668,600	\$ 2,753,559	\$ 2,787,981
Revenues Over (Under) Expenditures	\$ (1,877,524)	\$ (2,662,736)	\$ (2,753,559)	\$ (2,787,981)
Other Sources (Uses) Of Funds	\$ 1,880,193	\$ 2,665,736	\$ 2,753,559	\$ 2,787,981
Net Sources Over (Under) Uses	\$ 2,669	\$ 3,000	\$ -	\$ -

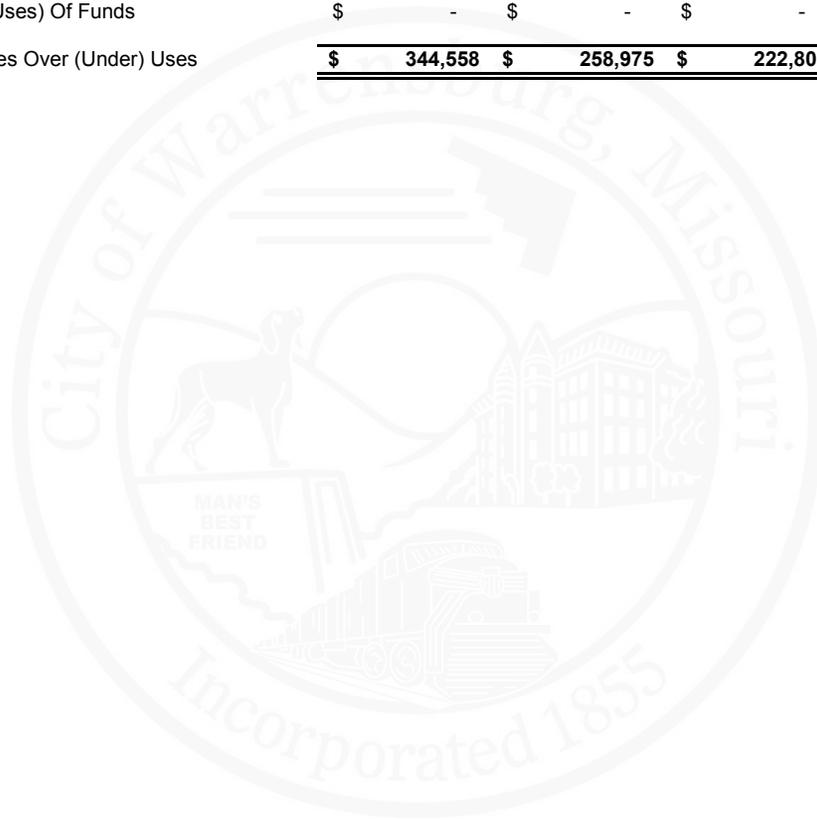
THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget
410-Neighborhood Improvement Districts				
Revenues	\$ 68,906	\$ 71,069	\$ 274,610	\$ 169,000
Debt Service & Other Expenditures	\$ 264,241	\$ 263,894	\$ 262,366	\$ 262,843
Revenues Over (Under) Expenditures	\$ (195,335)	\$ (192,825)	\$ 12,244	\$ (93,843)
Other Sources (Uses) Of Funds	\$ (1)	\$ -	\$ -	\$ -
Net Sources Over (Under) Uses	\$ (195,336)	\$ (192,825)	\$ 12,244	\$ (93,843)
430-Parks & Recreation				
Revenues				
Property Taxes	431,688	440,735	452,700	467,200
Sales & Use Taxes	1,234,525	1,336,622	1,323,000	1,339,000
Grants	-	68,839	90,000	-
User Fees & Merchandise Sales	711,882	734,853	794,750	882,685
Other Revenues	89,688	232,901	162,500	38,000
Total Revenues	\$ 2,467,783	\$ 2,813,950	\$ 2,822,950	\$ 2,726,885
Expenditures				
Administration	\$ 472,828	\$ 525,531	\$ 685,192	\$ 563,056
Maintenance	461,021	397,881	444,165	462,627
Recreation Programs	933,447	935,074	930,511	939,728
Community Center	401,754	654,567	489,264	483,273
Total Expenditures	\$ 2,269,050	\$ 2,513,053	\$ 2,549,132	\$ 2,448,685
Revenues Over (Under) Expenditures	\$ 198,733	\$ 300,897	\$ 273,818	\$ 278,201
Other Sources (Uses) Of Funds	\$ (226,377)	\$ (286,119)	\$ (272,588)	\$ (274,705)
Net Sources Over (Under) Uses	\$ (27,644)	\$ 14,778	\$ 1,230	\$ 3,496
610-Water Pollution Control				
Revenues				
Permits & Connections	\$ 150	\$ 150	\$ 500	\$ 500
User Fees & Services	4,240,335	4,542,307	4,511,500	4,784,600
Interest Credit On Debt	302,031	291,665	270,190	287,540
Other Revenues	(1)	-	-	-
Total Revenues	\$ 4,542,515	\$ 4,834,122	\$ 4,782,190	\$ 5,072,640
Expenditures				
Administration, Interest, Depreciation	\$ 2,253,385	\$ 2,106,780	\$ 2,156,597	\$ 2,182,523
Intra-government Services	615,129	630,814	667,000	820,000
Finance	59,915	59,569	88,712	88,118
Plant Operations	1,053,064	939,101	1,229,476	1,243,627
Wastewater Collections Operations	324,079	325,633	417,872	398,988
Other Capital Maintenance	172,376	255,698	782,116	1,797,200
Total Expenditures	\$ 4,477,947	\$ 4,317,596	\$ 5,341,773	\$ 6,530,456
Net Operating Income (Loss)	\$ 64,568	\$ 516,526	\$ (559,583)	\$ (1,457,816)
Gain (Loss) On Sale of Assets	\$ (1)	\$ -	\$ -	\$ -
Net Income (Loss)	\$ 64,567	\$ 516,526	\$ (559,583)	\$ (1,457,816)



THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

Description	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget
900-Self Insurance Fund				
Revenues				
Premiums	\$ 968,803	\$ 1,041,856	\$ 1,035,000	\$ 1,191,100
Other Revenues	2,605	10,795	12,000	13,000
Total Revenues	<u>\$ 971,408</u>	<u>\$ 1,052,651</u>	<u>\$ 1,047,000</u>	<u>\$ 1,204,100</u>
Expenditures				
Revenues Over (Under) Expenditures	<u>\$ 344,558</u>	<u>\$ 258,975</u>	<u>\$ 222,800</u>	<u>\$ 111,400</u>
Other Sources (Uses) Of Funds				
Net Sources Over (Under) Uses	<u>\$ 344,558</u>	<u>\$ 258,975</u>	<u>\$ 222,800</u>	<u>\$ 111,400</u>





THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

Description	FY 2021 Forecasted Budget	FY 2022 Forecasted Budget	FY 2023 Forecasted Budget	FY 2024 Forecasted Budget
General Fund				
Revenues				
Property Taxes	\$ 878,627	\$ 895,724	\$ 912,821	\$ 929,918
Sales & Use Taxes	4,930,734	5,050,828	5,170,922	5,291,016
Franchise Taxes	2,679,530	2,706,325	2,733,389	2,760,722
Tax - Non Categorized	315,184	320,616	326,048	331,480
Grants	174,786	183,489	183,489	183,489
Licenses, Permits, Fines, & Services	927,350	938,774	938,774	938,774
Intra-government Services/Reimburse ¹	867,795	893,829	920,644	948,263
Other Revenues	102,332	109,771	117,210	124,649
Total Revenues	<u>\$ 10,876,339</u>	<u>\$ 11,099,356</u>	<u>\$ 11,303,297</u>	<u>\$ 11,508,312</u>
Expenditures				
City Council / Legislative	\$ 116,328	\$ 117,346	\$ 118,373	\$ 120,296
City Clerk	81,584	82,298	83,018	84,367
City Manager	239,858	241,957	244,074	248,040
Municipal Court	179,178	180,746	182,327	185,290
Legal Services	15,244	15,377	15,512	15,764
Public Information	-	-	-	-
Human Resources	184,086	185,697	187,321	190,365
General Administration	583,616	588,723	593,874	603,524
Finance	526,649	531,257	535,905	544,614
Information Technology	676,037	681,953	687,920	699,099
Buildings And Grounds	242,214	244,334	246,472	250,477
Emergency Management	16,311	16,454	16,598	16,867
Fire Protection	2,341,924	2,362,415	2,383,087	2,421,812
Law Enforcement	3,031,856	3,058,385	3,085,145	3,135,279
Animal Control	340,930	343,913	346,922	352,560
Animal Control Donation	508	513	517	525
Graphic Information Systems	74,766	75,421	76,081	77,317
Community Development	526,724	531,333	535,982	544,692
Economic Development	261,182	263,468	265,773	270,092
Street Maintenance	1,500,623	1,513,753	1,526,998	1,551,812
Cemetery	163,562	164,993	166,437	169,141
Cemetery Donations	2,000	2,500	2,500	2,501
Total Expenditures	<u>\$ 11,105,180</u>	<u>\$ 11,202,832</u>	<u>\$ 11,300,835</u>	<u>\$ 11,484,434</u>
Revenues Over (Under) Expenditures	<u>\$ (228,841)</u>	<u>\$ (103,476)</u>	<u>\$ 2,461</u>	<u>\$ 23,878</u>
Other Sources (Uses) Of Funds	(216,733)	(179,289)	(146,770)	(96,250)
Net Sources Over (Under) Uses	<u>\$ (445,574)</u>	<u>\$ (282,765)</u>	<u>\$ (144,309)</u>	<u>\$ (72,372)</u>



THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

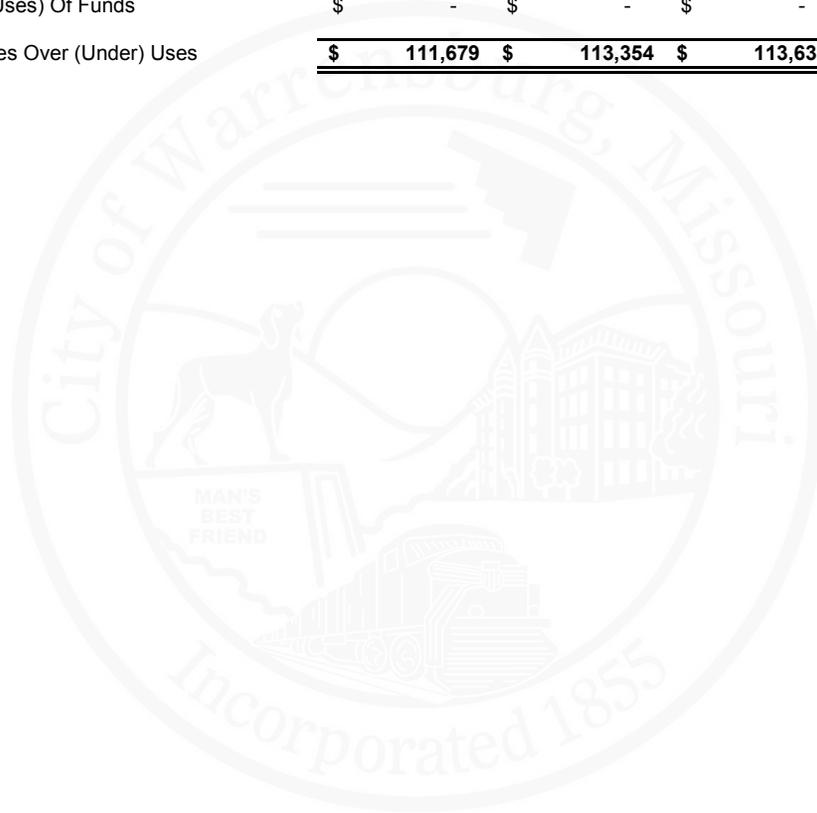
Description	FY 2021 Forecasted Budget	FY 2022 Forecasted Budget	FY 2023 Forecasted Budget	FY 2024 Forecasted Budget
210-Community Investment Plan				
Revenues				
Sales & Use Taxes				
Fuel Taxes & Vehicle Fees	858,690	871,570	884,644	897,914
Other Grants				
Other Revenues	15,400.00	16,940.00	18,634.00	20,497.40
Total Revenues	\$ 874,090	\$ 888,510	\$ 903,278	\$ 918,411
Capital Improvement Expenditures				
	784,500	804,500	804,500	804,500
Revenues Over (Under) Expenditures	\$ 89,590	\$ 84,010	\$ 98,778	\$ 113,911
Other Sources (Uses) Of Funds	\$ -	\$ 1	\$ 1	\$ 2
Net Sources Over (Under) Uses	\$ 89,590	\$ 84,011	\$ 98,779	\$ 113,913
215-Community Investment Plan 1/2 CENT				
Revenues				
Sales & Use Taxes	1,945,274	1,991,527	2,037,780	2,084,033
Fuel Taxes & Vehicle Fees	-	-	-	-
Other Grants	-	-	-	-
Other Revenues	17,170	17,342	17,515	17,690
Total Revenues	\$ 1,962,444	\$ 2,008,869	\$ 2,055,295	\$ 2,101,723
Capital Improvement Expenditures				
	367,250	298,850	298,850	298,850
Revenues Over (Under) Expenditures	\$ 1,595,194	\$ 1,710,019	\$ 1,756,445	\$ 1,802,873
Other Sources (Uses) Of Funds	\$ (1,461,170)	\$ (1,398,411)	\$ (1,398,411)	\$ (1,398,411)
Net Sources Over (Under) Uses	\$ 134,024	\$ 311,608	\$ 358,034	\$ 404,462
225-General Obligation Fund				
Revenues				
Property Taxes	\$ 1,105,353	\$ 1,126,862	\$ 1,148,370	\$ 1,169,879
Bond Proceeds	-	-	-	-
Other Revenues	-	-	-	-
Total Revenues	\$ 1,105,353	\$ 1,126,862	\$ 1,148,370	\$ 1,169,879
Capital Improvement Expenditures				
Revenues Over (Under) Expenditures	\$ 1,105,353	\$ 1,126,862	\$ 1,148,370	\$ 1,169,879
Other Sources (Uses) Of Funds	\$ (1,003,700)	\$ (1,020,400)	\$ (1,020,400)	\$ (1,020,400)
Net Sources Over (Under) Uses	\$ 101,653	\$ 106,462	\$ 127,970	\$ 149,479
310-Debt Service				
Revenues	\$ -	\$ -	\$ -	\$ -
Debt Service Expenditures	\$ 2,834,567	\$ 2,767,107	\$ 2,767,107	\$ 2,767,107
Revenues Over (Under) Expenditures	\$ (2,834,567)	\$ (2,767,107)	\$ (2,767,107)	\$ (2,767,107)
Other Sources (Uses) Of Funds	\$ 2,834,567	\$ 2,767,107	\$ 2,767,107	\$ 2,767,107
Net Sources Over (Under) Uses	\$ -	\$ -	\$ -	\$ -

THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

Description	FY 2021 Forecasted Budget	FY 2022 Forecasted Budget	FY 2023 Forecasted Budget	FY 2024 Forecasted Budget
410-Neighborhood Improvement Districts				
Revenues	\$ 67,500	\$ 67,500	\$ 67,500	\$ 67,501
Debt Service & Other Expenditures	\$ -	\$ 262,366	\$ 262,366	\$ 262,366
Revenues Over (Under) Expenditures	<u>\$ 67,500</u>	<u>\$ (194,866)</u>	<u>\$ (194,866)</u>	<u>\$ (194,865)</u>
Other Sources (Uses) Of Funds	\$ -	\$ -	\$ -	\$ 1
Net Sources Over (Under) Uses	<u><u>\$ 67,500</u></u>	<u><u>\$ (194,866)</u></u>	<u><u>\$ (194,866)</u></u>	<u><u>\$ (194,864)</u></u>
430-Parks & Recreation				
Revenues				
Property Taxes	480,391	489,739	499,087	508,435
Sales & Use Taxes	1,408,719	1,442,215	1,475,710	1,509,205
Grants	10,000	10,000	10,000	10,001
User Fees & Merchandise Sales	925,556	953,789	982,022	1,010,255
Other Revenues	41,800	45,980	50,578	55,636
Total Revenues	<u>\$ 2,866,467</u>	<u>\$ 2,941,723</u>	<u>\$ 3,017,397</u>	<u>\$ 3,093,532</u>
Expenditures				
Administration	\$ 572,206	\$ 577,213	\$ 582,264	\$ 591,725
Maintenance	470,145	474,258	478,408	486,182
Recreation Programs	954,999	963,355	971,785	987,576
Community Center	491,126	495,423	499,758	507,879
Total Expenditures	<u>\$ 2,488,476</u>	<u>\$ 2,510,250</u>	<u>\$ 2,532,214</u>	<u>\$ 2,573,363</u>
Revenues Over (Under) Expenditures	<u>\$ 377,991</u>	<u>\$ 431,473</u>	<u>\$ 485,182</u>	<u>\$ 520,169</u>
Other Sources (Uses) Of Funds	\$ (305,398)	\$ (316,146)	\$ (341,038)	\$ (361,743)
Net Sources Over (Under) Uses	<u><u>\$ 72,593</u></u>	<u><u>\$ 115,327</u></u>	<u><u>\$ 144,145</u></u>	<u><u>\$ 158,426</u></u>
610-Water Pollution Control				
Revenues				
Permits & Connections	\$ 575	\$ 661	\$ 760	\$ 875
User Fees & Services	5,023,830	5,275,022	5,538,773	5,815,711
Interest Credit On Debt	265,781	265,781	265,781	265,781
Other Revenues	-	1	1	2
Total Revenues	<u>\$ 5,290,186</u>	<u>\$ 5,541,465</u>	<u>\$ 5,805,315</u>	<u>\$ 6,082,369</u>
Expenditures				
Administration, Interest, Depreciation	\$ 2,217,989	\$ 2,237,396	\$ 2,256,973	\$ 2,293,649
Intra-government Services	833,325	840,617	847,972	861,752
Finance	96,000	96,840	97,687	99,275
Plant Operations	1,139,000	1,148,966	1,159,020	1,177,854
Wastewater Collections Operations	401,100	404,610	408,150	414,782
Other Capital Maintenance	745,000	771,000	771,000	771,000
Total Expenditures	<u>\$ 5,432,414</u>	<u>\$ 5,499,429</u>	<u>\$ 5,540,802</u>	<u>\$ 5,618,312</u>
Net Operating Income (Loss)	<u>\$ (142,228)</u>	<u>\$ 42,036</u>	<u>\$ 264,513</u>	<u>\$ 464,057</u>
Gain (Loss) On Sale of Assets	\$ -	\$ 1	\$ 1	\$ 2
Net Income (Loss)	<u><u>\$ (142,228)</u></u>	<u><u>\$ 42,037</u></u>	<u><u>\$ 264,514</u></u>	<u><u>\$ 464,059</u></u>

THREE YEAR HISTORICAL TREND AND FIVE YEAR FORECAST

Description	FY 2021 Forecasted Budget	FY 2022 Forecasted Budget	FY 2023 Forecasted Budget	FY 2024 Forecasted Budget
900-Self Insurance Fund				
Revenues				
Premiums	\$ 1,194,078	\$ 1,211,989	\$ 1,215,019	\$ 1,251,469
Other Revenues	\$ 13,033	\$ 13,228	\$ 13,261	\$ 13,659
Total Revenues	<u>\$ 1,207,110</u>	<u>\$ 1,225,217</u>	<u>\$ 1,228,280</u>	<u>\$ 1,265,128</u>
Expenditures				
Revenues Over (Under) Expenditures	<u>\$ 111,679</u>	<u>\$ 113,354</u>	<u>\$ 113,637</u>	<u>\$ 117,046</u>
Other Sources (Uses) Of Funds				
Net Sources Over (Under) Uses	<u>\$ 111,679</u>	<u>\$ 113,354</u>	<u>\$ 113,637</u>	<u>\$ 117,047</u>



**WARRENSBURG CONVENTION &
VISITORS BUREAU
FISCAL YEAR 2020 BUDGET**



WARRENSBURG
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Warrensburg, MO. 64093



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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 2020 BUDGET

The citizens of the City of Warrensburg authorized the Lodging Tax increase from the rate of 2.5 percent approved in 1998 to 5 percent in the General Municipal Election April 2019. 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 serve as nonvoting ex-officio members. The appointed board members serve three-year terms. 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.

2020 BUDGET

The WCVB Fund is projected to begin FY 2019-2020 with a starting balance of approximately \$220,000. The Lodging Tax is projected to increase 113 percent from FY 2018-2019, \$288,000. Revenue includes a grant with the Missouri Division of Tourism for \$29,375 an increase of \$22,214 from the grant received in 2018-2019.

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 2020 reflects the expenses of the WCVB's relocation of the Visitor Center from the Warrensburg Municipal Center to 407A East Russell Ave, Ste. 2.



WARRENSBURG CONVENTION AND VISITORS BUREAU

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTED CASH BALANCE AS OF OCTOBER 1, 2018					244,136
REVENUES					
830-51905	TAXES - LODGING	93,607	145,777	135,000	288,000
830-52200	GRANTS - STATE	-	4,823	7,161	29,375
830-55105	ADMISSIONS	-	-	-	-
830-55190	MERCHANDISE	-	-	750	150
830-57105	INTEREST ON DEPOSITS	-	18	3,960	6,000
830-59910	CLAIMS / REIMBURSEMENTS	-	18	-	-
830-59930	TRANSFER FROM OTHER SOURCE	27,654	-	-	-
TOTAL REVENUES		121,261	150,636	146,871	323,525
EXPENSES					
PERSONNEL EXPENSES					
830-611-1101	WAGES	12,862	50,524	49,440	51,320
830-611-1102	WAGES - PART TIME	-	-	9,800	11,244
830-611-2101	FICA TAXES	980	3,861	4,533	4,786
830-611-2201	RETIREMENT - LAGERS	763	3,136	3,377	3,182
830-611-2301	INSURANCE - DENTAL	86	831	832	832
830-611-2302	INSURANCE - HEALTH	1,276	5,932	6,180	5,813
830-611-2304	INSURANCE - LIFE	18	123	120	130
830-611-2305	INSURANCE - SHORT TERM DISABIL	-	229	226	250
830-611-2306	INSURANCE - LONG TERM DISABILI	-	112	111	120
830-611-2401	WORKER'S COMPENSATION	44	94	125	125
TOTAL PERSONNEL EXPENSES		16,028	64,841	74,744	77,802
COST OF GOODS SOLD					
830-611-3102	COGS - T-SHIRTS	-	-	2,000	1,000
TOTAL COMMODITIES		-	-	2,000	1,000
COMMODITIES					
830-611-4102	CLOTHING	75	75	350	500
830-611-4103	COMPUTER SUPPLIES	86	42	2,500	3,000
830-611-4107	MAINTENANCE & REPAIR SUPPLIES	-	-	-	7,000
830-611-4108	MEETING SUPPLIES	89	42	250	500
830-611-4109	OFFICE SUPPLIES	127	396	750	1,500
830-611-4114	SOFTWARE	292	486	744	2,500
830-611-4117	FOOD	50	190	300	600
830-611-4199	SUPPLIES NON - CATEGORIZED	852	529	5,238	10,000
TOTAL COMMODITIES		1,571	1,760	10,132	25,600



WARRENSBURG CONVENTION AND VISITORS BUREAU

ACCOUNT NUMBER	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
SERVICES					
830-611-5101	UTILITY - ELECTRIC	-	-	-	2,400
830-611-5103	UTILITY - WATER	-	-	-	600
830-611-5106	UTILITY - TELEPHONE	140	-	-	-
830-611-5107	UTILITY - DATA ACCESS	-	632	720	3,000
830-611-5109	UTILITY - SEWER	-	-	-	600
830-611-5202	CONSULTING	-	-	-	8,500
830-611-5203	FINANCIAL SERVICES	56	25	100	1,000
830-611-5206	LEGAL SERVICES	-	121	500	500
830-611-5209	RENT / LEASE	-	-	-	14,000
830-611-5299	CONTRACTUAL NON CATEGORIZED	-	-	-	3,216
830-611-5301	PROPERTY INSURANCE	-	1,603	1,700	2,000
830-611-5401	TRAVEL - MEALS	-	56	300	300
830-611-5402	MILEAGE	897	962	2,000	2,000
830-611-5403	TRAVEL - ROOMS	242	697	1,440	1,750
830-611-5404	SCHOOLS AND SEMINARS	450	1,020	4,395	7,000
830-611-5501	DUES AND MEMBERSHIPS	952	675	2,347	3,702
830-611-5601	ADVERTISING	114	20,996	24,117	90,705
830-611-5602	POSTAGE	-	125	426	600
830-611-5603	PRINTING AND BINDING	-	780	3,000	5,500
830-611-5604	SHOWS/ EXPO/ EVENTS EXPENSES	577	375	1,000	2,000
830-611-5699	COMMUNICATION- NON CATEGORIZE	-	7,295	650	650
830-611-5904	EMPLOYMENT	-	-	50	100
830-611-5999	SERVICES - NON CATEGORIZED	36	40	5,250	17,000
TOTAL SERVICES		3,463	35,402	47,995	167,123
CAPITAL					
830-611-6202	EQUIPMENT - COMPUTERS	2,933	-	-	-
830-611-6206	EQUIPMENT - OFFICE	-	-	-	-
TOTAL CAPITAL		2,933	-	-	-
NON-CATEGORIZED					
830-611-9301	COMMUNITY AGREEMENTS	3,168	6,689	12,000	12,000
TOTAL NON-CATEGORIZED		3,168	6,689	12,000	12,000
TOTAL EXPENDITURES		27,163	108,691	146,871	283,525
PROJECTED CASH BALANCE AS OF SEPTEMBER 30, 2020					284,136

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

GIS: Graphic Information Systems

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

GLOSSARY

MPRA: Missouri Parks and Recreation Association

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.

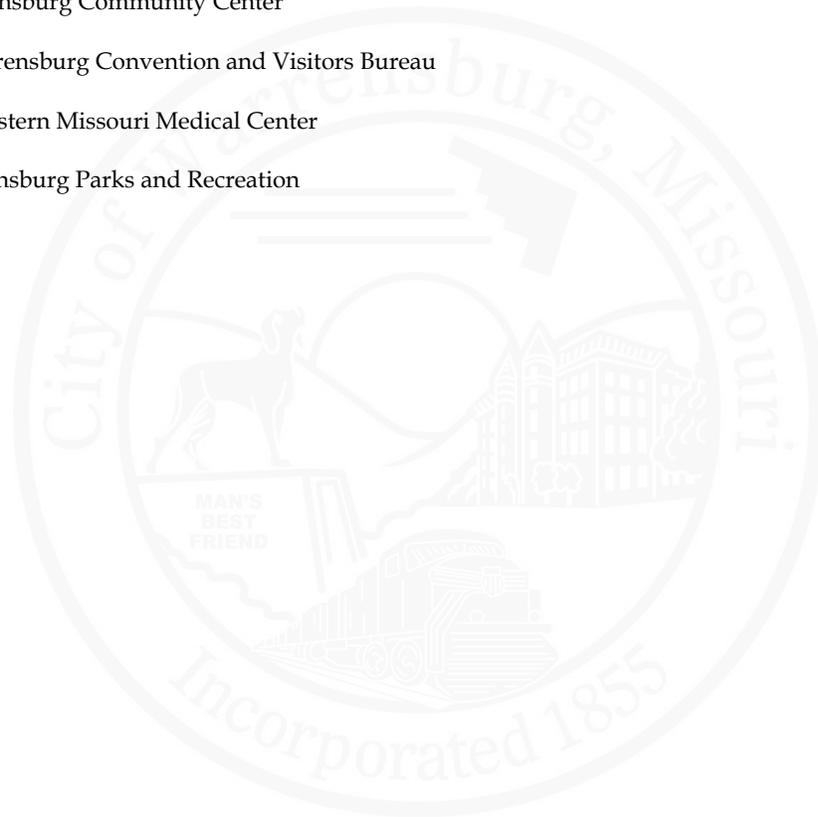
WAFB: Whiteman Air Force Base

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:

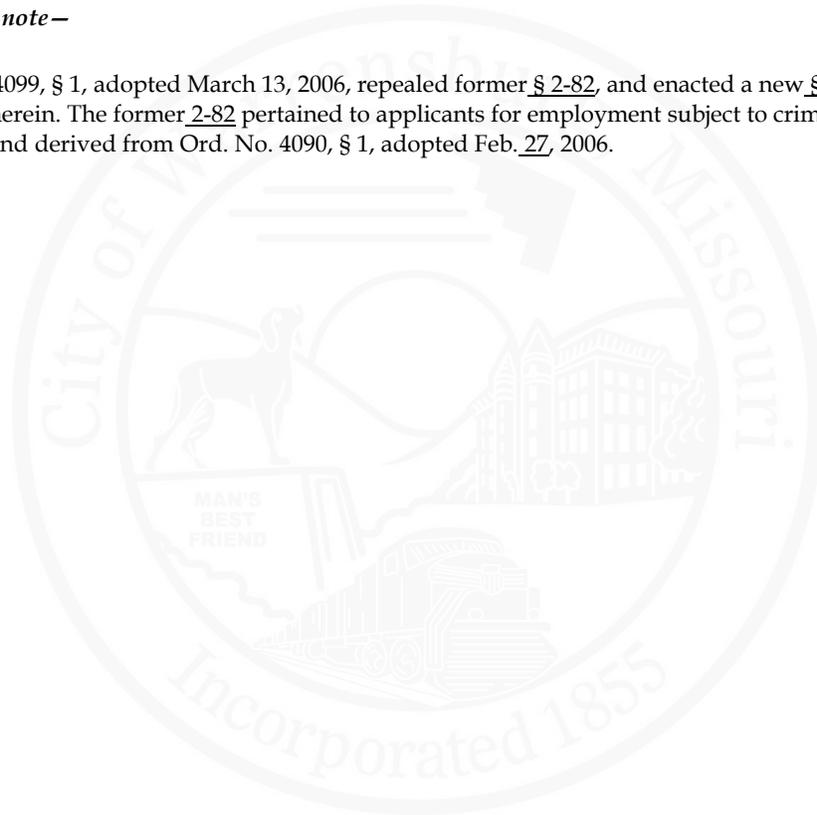
Sec. 2-82. - Personnel policies and procedures approved.

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 these City 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.	Ballistic Helmets Citywide Cleanup Dell Powervault Tape Library Dell Poweredge Server Historic Cemetery Signage SCBA Compressor Unit Tasers Vehicle Equipment Replacement	7,200 70,000 6,000 4,500 5,000 88,000 6,000 5,000	Sales tax comprises 41% 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.	Annual Street Maintenance Hamilton St Bike Trail Seal South Main Trail & Traffic Study Traffic Control Signal Monitoring Backhoe (Cost Share with WPC) Infra-red Street Pothole Repair Equip	619,350 30,000 55,000 20,000 50,000 20,000	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.	Culton St Building Demo Emergency Stormwater Repair Video Security System	85,000 100,000 20,000	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 approximately \$2.6 million in debt unpaid by the tax
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.	Completion of Hawthorn Roundabout	620,000	This fund is limited to \$5.5 million, which was approved by a vote of the public for Fire equipment and Street improvements

FUNDING MATRIX

Fund Name	Funding Source	Fund Description	Key Funding's	Amount	Limitations
Vehicle and Equipment Replacement Fund	General Fund, CIP Funds, Park Fund WPC Fund, Asset Sales, Reimbursements	Established in fiscal year 2019 to fund the replacement of vehicles and equipment used throughout the City funds.	PD Patrol Vehicles SD Truck with Plow	80,000 75,000	This fund is limited by the available funds allocated to purchase vehicles and equipment
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 Apparatus Lease PD RMS Lease Parks Fitness Equipment Lease Street Sweeper Lease General Obligation Bonds	891,311 81,124 596,077 91,820 64,298 14,542 56,780 995,000	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	9,000 253,825	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.

FUNDING MATRIX

Fund Name	Funding Source	Fund Description	Key Funding's	Amount	Limitations
Water Pollution Control Fund (WPC)	Fees for Services	An Enterprise fund designed to recover all expenditures through sewer rates.	Fiber to West Plant Replace SBR 1&2 Blowers (West Plant) Backhoe (cost share with CIP) Replace UV Components SCADA Components I & I Relining Project	150,000 500,000 50,000 500,000 375,000 149,000	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
General	Lodging Tax	110-51905	288,000	Warrensburg Convention and Visitors Bureau	110-611-XXXX
Police Department	Law Enforcement Tax Contractual Services	110-51210 110-55141	870,000 198,000	Law Enforcement Expenses School Resource Officers	110-622-XXXX Personnel Expenses
Animal Control	Donations Contractual Services	110-59115 110-55141	10,000 12,000	to be Determined County use of Shelter	110-624-XXXX 110-623-XXXX
Fire Department	Grant	110-52105	84,000	SCBA units	110-621-6299
Community Development	CDBG Grant	110-52240	150,000	Community Housing	110-641-XXXX
Economic Development	Grant	110-52240	10,000	Tree Board	110-642-5205
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.

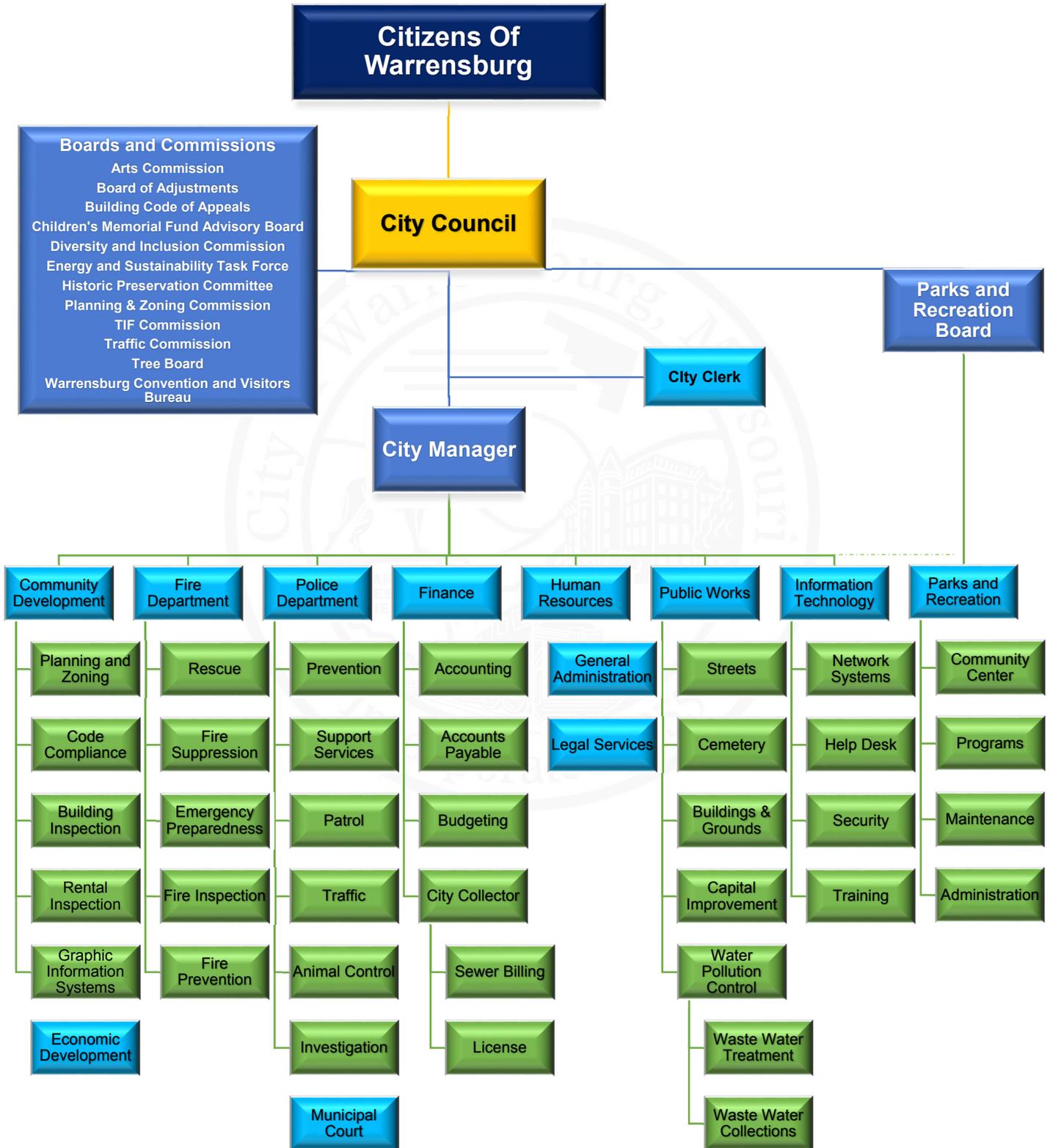
FUND TRANSFER MATRIX

<u>Transfers in To</u>	<u>Amount</u>	<u>Transfers Out From</u>	<u>Reason</u>	<u>Recurring</u>
	820,000	Sewer Fund	Reimbursement for Administration Services	Yes, the total broken up into quarterly transfers
	22,519	Parks Fund	Cost of Employee split with Human Resources	
Total General Fund	842,519			
Debt Fund	116,033	General Fund	Debt payments for COP's, Bonds, or Lease Purchase	Recurring as debt is incurred, once debt is paid off it no longer requires transfer of Funds
	1,402,244	CIP Half Cent Fund		
	995,000	GO Bond Fund		
	274,705	Parks Fund		
Total Debt Fund	2,787,981			
NID Fund	205,590	General Fund	Debt payments for NID Limited GO Bonds	Recurring until 2031 when debt is schedule to be retired
Total Transfers In	3,836,091			

<u>Transfers out From</u>	<u>Amount</u>	<u>Transfers in To</u>	<u>Reason</u>	<u>Recurring</u>
General Fund	116,033	Debt 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.
	205,590	NID Fund	Debt payments for NID Limited GO Bonds	Recurring until 2031 when debt is schedule to be retired
Total General Fund	321,623			
CIP Half Cent Fund	1,402,244	Debt 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
GO Bond Fund	995,000	Debt Fund	Debt payments for Bonds	Recurring as debt is incurred, once debt is paid off it no longer requires transfer of Funds
Parks Fund	274,705	Debt 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
	22,519	General Fund		
Total Parks Fund	297,224			Yes
Sewer Fund	820,000	General Fund	Reimbursement for Administration Services	Yes, the total amount is broken up into quarterly transfers
Total Transfers Out	3,836,091			

Note: Half cent sales tax has a sunset of December 2025

ORGANIZATIONAL CHART



CITY STAFF

NUMBER OF REGULAR FULL TIME EMPLOYEES FY17 - FY20

	FY17 ACTUAL	FY18 ACTUAL	FY19 BUDGET	FY20 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	2	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	39	40	39	40
Animal Control - Shelter	3	2	2	3
Community Development	7	7	8	8
Street Maintenance	14	14	14	14
Cemetery	1	1	1	1
Total General Fund	107	107	108	110
<u>Parks Fund</u>				
Administration	3	3	3	3
Maintenance	4	3	4	4
Recreation	4	4	4	4
Community Center	1	1	1	1
Total Parks Fund	12	11	12	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	132	131	133	135

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.

FY20

An additional Corporal has been included in the Law Enforcement budget to assist with the student

CITY STAFF

resource officer program. Also, an Assistant Shelter Manager position has been budgeted for the Animail Shelter.

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 FY17 - FY20

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

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

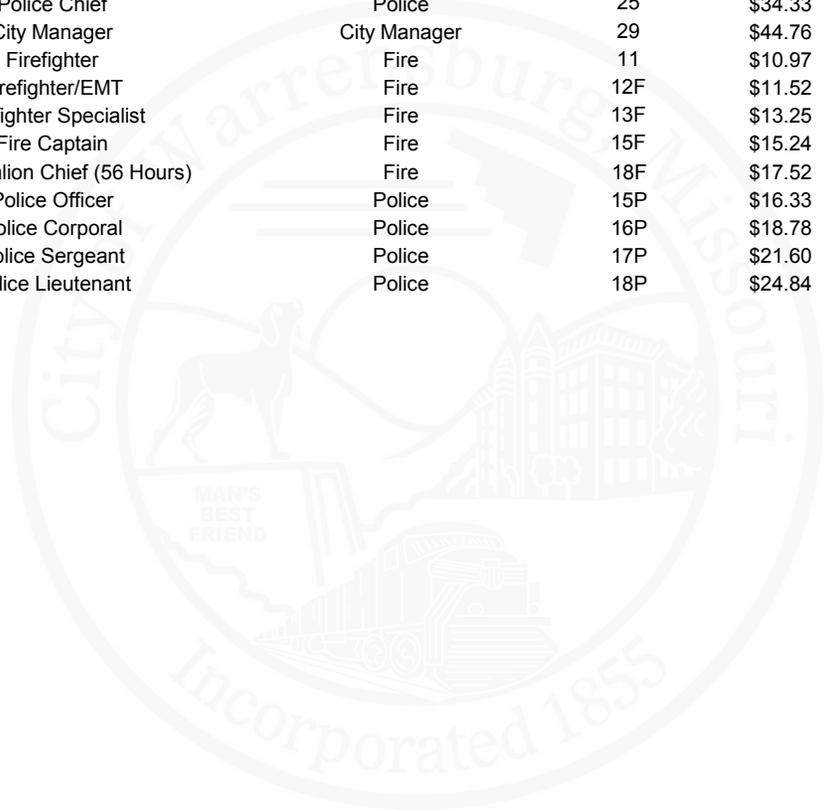
The Fire Department is authorized for 24 part time positions currently only 10 are filled.

PAY STRUCTURE

Job Title	Department	Salary Grade	Range	
			Minimum	Maximum
Intern	Any Department	8	\$10.57	\$15.86
Laborer	Any Department	8	\$10.57	\$15.86
Fire Fighter (40 hr.)	Fire	9	\$11.89	\$17.84
Assistant Shelter Manager	Animal Shelter	9	\$11.89	\$17.84
Fire Specialist (40 hr.)	Fire	10	\$13.21	\$19.82
Assistant Court Clerk	Courts	10	\$13.21	\$19.82
Customer Service Representative	Finance	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
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
Recreation Supervisor I	Parks and Recreation	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
Collections Crew Lead	Water Pollution Control	13	\$14.77	\$22.16
Lab Technician	Water Pollution Control	13	\$14.77	\$22.16
HR Assistant	Human Resources	14	\$15.58	\$23.37
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
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
Office Manager	Parks and Recreation	15	\$16.33	\$24.49
Building Inspector	Community Development	15	\$16.33	\$24.49
Utility Inspector	Water Pollution Control	15	\$16.33	\$24.49
Maintenance Foreman	Public Works	16	\$17.88	\$26.83
Accountant	Finance	16	\$17.88	\$26.83
Neighborhood Services COO	Community Development	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
Fire Training Officer	Fire	16	\$17.88	\$26.83
Fire and Emergency Prevention Officer	Fire	16	\$17.88	\$26.83
City Clerk	City Clerk	17	\$19.67	\$29.50
Director of Tourism	Convention Visitor Bureau	17	\$19.67	\$29.50
Collector/Customer Service Manager	Finance	17	\$19.67	\$29.50
Sr. IT Technician	IT	17	\$19.67	\$29.50
GIS Coordinator	Community Development	17	\$19.67	\$29.50
City Planner	Community Development	17	\$19.67	\$29.50
Building Official	Community Development	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

PAY STRUCTURE

Job Title	Department	Salary Grade	Range	
			Minimum	Maximum
Project Manager Inspection II	Public Works	17	\$19.67	\$29.50
Manager of Operations -WPC	Water Pollution Control	17	\$19.67	\$29.50
Battalion Chief 40 Hours	Fire	17	\$19.67	\$29.50
Shelter Manager	Animal Shelter	18	\$23.54	\$23.54
Business Information Specialist	Parks and Recreation	18	\$23.54	\$35.30
Assistant Fire Chief	Fire	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	Fire	11	\$10.97	\$16.46
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

Board of Adjustment

Building Code of Appeals

Children’s Memorial Advisory Board

Energy and Sustainability Task Force

Diversity and Inclusion Commission

Historic Preservation Committee

Parks and Recreation Board

Planning & Zoning Commission

TIF Commission

Traffic Commission

Tree Board

Warrensburg Convention and Visitors Bureau

Fiscal Year 2020 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.

FINANCIAL MANAGEMENT POLICY

9. The City Manager shall submit a budget to the Council at the first regular City Council meeting in August.
10. The approved budget shall be on record in the City Clerk's office and open to public inspection. In addition, a copy of the budget is available for the citizens of Warrensburg to view at the Trails Regional Library and the James Kirkpatrick Library on the campus of the University of Central Missouri.
11. After adoption of the budget, the budget can be amended via ordinance. The City Manager can submit ordinances to the Council to increase expenditures or revenues. When the Council approves the ordinance, additional appropriations are made in the appropriate department.
12. In accordance with Missouri Revised Statutes Section 67.070: if at the beginning of any fiscal year, the budget has not been approved or adopted, the approved previous budget will be reappropriated until such time that the budget is approved or adopted.

X. General Fund Reserve Policy

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

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.

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.

SEWER UTILITY RATE SETTING POLICIES

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

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.)

SEWER UTILITY RATE SETTING POLICIES

- 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

Methodology. 3 Rates Should Be Reviewed and Set Utilizing a "Generally Accepted" Rate Setting

- 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

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.

SEWER UTILITY RATE SETTING POLICIES

- 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.

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.

SEWER UTILITY RATE SETTING POLICIES

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 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.

SEWER UTILITY RATE SETTING 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

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.

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

INVESTMENT POLICY SUMMARY

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:

- 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.
- c. Repurchase Agreements.
- d. Collateralized Public Deposits (Certificates of Deposit).

INVESTMENT POLICY SUMMARY

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).
- 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.

ACKNOWLEDGEMENTS

Department Directors:

Harold Stewart - City Manager
Barbara Carroll - Community Development
Marvin Coleman - Public Works
Rich Lockhart - Police Department
James Kushner/Robert Shaw - Fire Department
Matthew Lue - Director Finance
Danielle Fesler - Parks and Recreation
Greg McCullough - Human Resources

The City of Warrensburg would like to thank and acknowledge the following people for their contributions to the Fiscal Year 2020 Budget Book:

Rachel Denfeld - Accountant
Toni Yost - Finance Assistant
Peggy Hostetler - Project Manager Administration
Gary Swanson - Senior Computer Technician
Claude Shelby - Finance Intern
Jeanie McMurphy - Customer Service Representative

Cover Design - Matthew Lue - Director of Finance
Cover Photo - Sharell Middleton (Budget Cover Photo Contest - 1st Place)
Strategic Plan Cover Photo - Michael Toller (Budget Cover Photo Contest - 2nd Place)
CIP Cover Photo - Chris Camara (Budget Cover Photo Contest - 3rd Place)
Demographic and Income Profile - Susan Kraus

Cited Works:

Demographic and Income Profile

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University of Central Missouri (UCM) Website
Missouri Comprehensive Data System Website