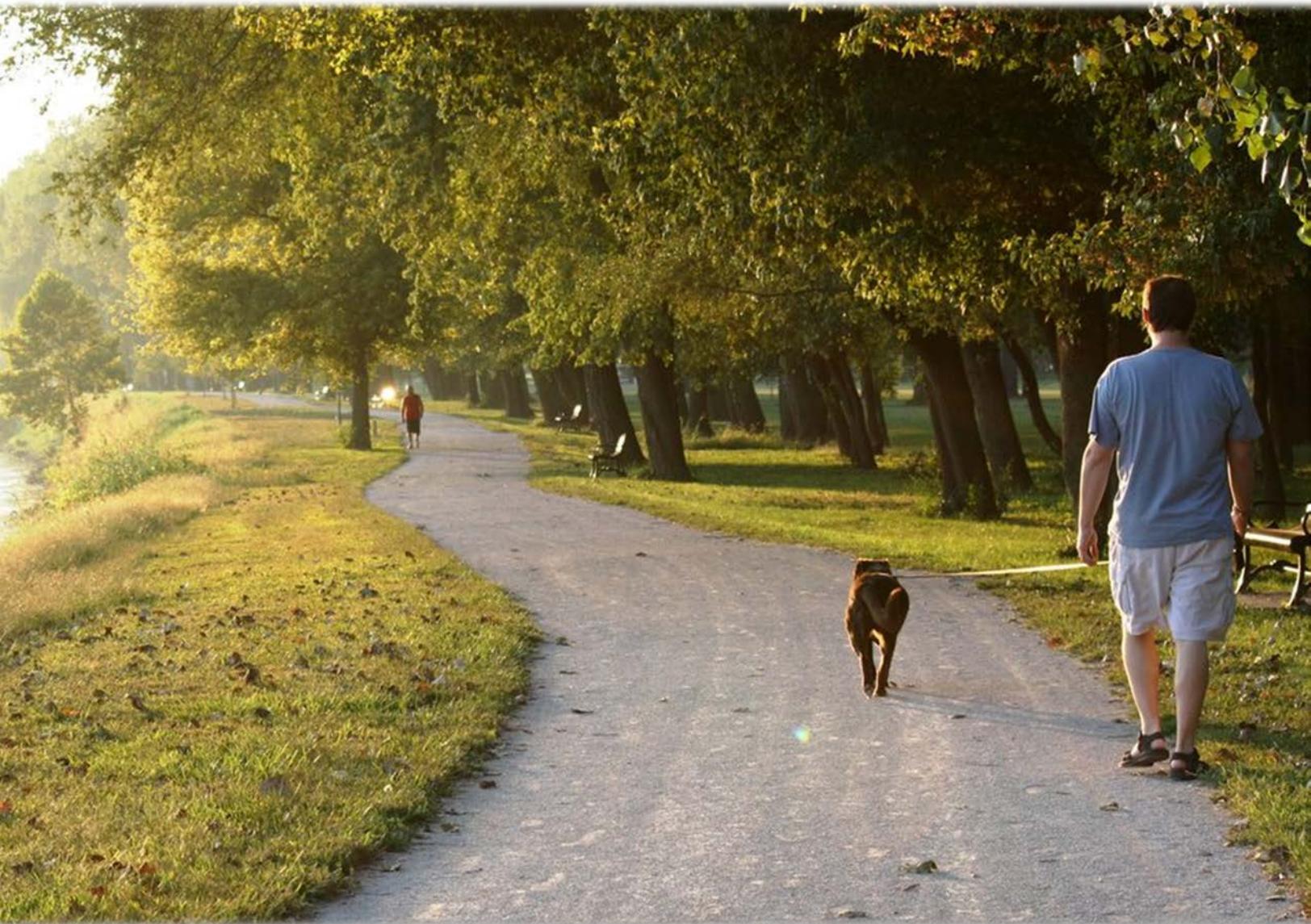


# Parkville



## 2016 PARKVILLE CITY BUDGET

Fiscal Year: January 1, 2016 - December 31, 2016

2016 Operating Budget  
2016-2021 Capital Improvement Program

## Elected Officials

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### *Mayor*

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**Nanette K. Johnston**

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### *Aldermen*

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**Diane Driver** *Ward 1*

**Kari Lamer** *Ward 1*

**Dave Rittman** *Ward 2*

**Jim Werner** *Ward 2*

**David Jones** *Ward 3*

**Doug Wylie** *Ward 3*

**Marc Sportsman** *Ward 4*

**Greg Plumb** *Ward 4*

## City Staff

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### *City Administrator*

---

**Lauren Palmer**

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### *Senior Management Team*

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**Alysen Abel** *Public Works Director*

**Sean Ackerson**, *Assistant City Administrator/Community Development Director*

**Steve Berg** *Treasurer*

**Timothy Blakeslee** *Assistant to the City Administrator*

**Matthew Chapman** *Finance / Human Resource Director*

**Kevin Chrisman** *Police Chief*

**Melissa McChesney** *City Clerk*

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## Introduction and Overview

### **In this section:**

**Budget Message:** *Brief summary of this budget document.*

**Form of Government:** *Description of the Mayor-Board of Aldermen-City Administrator form of government.*

**City Demographics:** *Summary of City population statistics and City amenities.*

**Budget Strategies:** *Motivations behind this budget document.*

**Budget Process:** *Timeline of budget development and implementation.*

**Budget Development:** *Summary of budget work sessions.*



## Budget Message

December 29, 2015

The Honorable Mayor and Members of the Board of Aldermen  
8880 Clark Avenue  
Parkville, MO 64152

*RE: The 2016 City Budget*

Dear Mayor and Board:

In accordance with Section 112.070.D. of the Parkville Municipal Code, I hereby present the 2016 Annual Operating Budget and 2016 – 2021 Capital Improvement Program (CIP). The budget was adopted by the Board of Aldermen on December 15, 2015 (Ordinance No. 2829).

### *2016 Budget Overview*

The operating budget includes projected revenues and expenditures for 14 governmental funds: General Fund, Emergency Reserve Fund, Debt Service Funds (5), Economic Development Fund, Fewson Fund, Nature Sanctuary Donations Fund, Park Donations Fund, Projects Fund, Sewer Enterprise Fund, and Transportation Fund. The total operating budget is approximately \$12.5 million as demonstrated in the table below:

	<b>Revenues</b> (includes carryover fund balance)	<b>Expenses</b>	<b>Balance</b>
<b>General Fund</b>	\$5,364,055	\$4,443,067	\$920,988
<b>Emergency Reserve Fund</b>	\$1,602,931	\$146,758	\$1,456,173
<b>Debt Service Funds</b>	\$1,480,565	\$1,240,410	\$240,155
<b>Special Revenue Funds</b>	\$2,197,836	\$1,512,350	\$685,486
<b>Sewer Enterprise Fund</b>	\$1,888,933	\$1,543,641	\$345,292
<b>TOTAL</b>	\$12,534,320	\$8,886,226	\$3,648,094

In addition to the operating budget, the City has a 6-year Capital Improvement Program (CIP). The 2016 – 2021 CIP is a planning document that prioritizes capital projects and establishes a financing strategy for completing each project. The 2016 CIP includes \$1.94 million of capital improvements with an operating budget impact of \$1.73 million. The City's portion of the 2016 CIP (budget impact) is budgeted as follows: Sewer Fund (42.4%), Transportation Fund (28.1%), General Fund (20.3%), and Fewson Fund (9.2%). The five-year plan (2017-2021) reflects the priorities of the governing body for the immediate future, but it will be evaluated on an annual basis and adjusted to reflect changing needs and conditions.

*Budget Purpose*

The budget is the most significant document that the City prepares each year. The budget is organized to convey to the reader the services being delivered by the municipal government to the community in 2016. The budget serves four primary goals:

1. Policy Document – The budget is an expression of Board of Aldermen policy. Policy is implemented by the appropriations made, projects funded, and staffing authorized for the upcoming year.
2. Financial Plan – The budget sets out how expenditures are to be made and specifies anticipated revenues and other resources to fund those expenditures. The document is a reflection of related financial policies such as the Purchasing Policy, Reserve Policy, Debt Management Policy, the Fewson Fund Policy, and the Neighborhood Improvement District (NID) Financing Strategy. The Capital Improvement Program (CIP) is a long-term capital purchase planning document that attempts to balance future needs with future revenue.
3. Operations Guide – The budget outlines the broad range of city services provided to citizens according to each department and division of the government.
4. Communications Device – The budget communicates to the general public the annual priorities of the City of Parkville and the services purchased with taxes and other fees. The budget contains charts and graphs that are designed to assist readers with understanding the complex financial data included herein.

*Budget Priorities for 2016*

In each of the past two years, the Mayor and Board of Aldermen participated in a strategic session workshop to review community priorities and set organizational goals. A key outcome of the process in July 2015 was the confirmation of the City of Parkville Vision Statement:

*Vision Statement*

*Parkville offers an exceptional quality of life for residents and visitors by embracing opportunities to enhance commerce and economic activity, while preserving the community’s historic charm, attractive character and unique natural environments.*

The Vision Statement is an expression of the inspirational long-term impact resulting from the work of the City of Parkville. In addition, the Mayor and Board identified five **critical success factors** – the things that must go well – to achieve the City’s vision.

Critical Success Factors	Examples of 2016 Budget Impact
1. <u>Basic Services</u> – Be a role model for delivery of City services and meet citizens on their level with customer service that consistently exceeds expectations.	Approved fair employee wage and benefit adjustments to aid with personnel recruitment and retention; created a new full-time administrative position and reassigned other duties internally to increase staff support for

	customer service (sewer billing, code enforcement, line locates, etc.)
2. <u>Infrastructure</u> – Maintain existing infrastructure and construct new facilities that support safety, standards, and aesthetics, using cost efficient and best management practices while thinking strategically.	Increased Nature Sanctuary operating budget by \$8,600 for more trail supplies and part-time staffing to support volunteer maintenance; sustained increased street maintenance funding (started in 2015) to improve street ratings; continued aggressive maintenance program with Sewer Fund CIP
3. <u>Economic Development*</u> – Employ a strategy that supports community and market needs, provides diverse/quality development opportunities, makes strategic use of incentives and encompasses all areas of the community.	Increased Parkville Economic Development Council investment from \$20,000 to \$30,000.
4. <u>Parks*</u> – Maintain regionally recognized parks with diverse amenities that provide residents and visitors an outdoor destination; connect neighborhoods and amenities by trails.	Asterisks denote categories that were identified in 2014. Progress was made on these items with additions to the budget in 2014, and those efforts will be continued in 2015. That includes CIP projects (English Landing Park restroom, parks master plan update) and operating budget changes (additional seasonal staff for parks maintenance, additional legal services for economic development and related needs).
5. <u>Finances</u> – Make decisions based on long-term cost efficiencies rather than short-term responses.	Reviewed five-year forecasts for all major funds to determine long-term impact of annual budget decisions; increased Emergency Reserve Fund transfer to \$317,000 in accordance with NID financing strategy.

*General Fund Overview*

The General Fund is the largest governmental fund and accounts for the primary governmental operations including administration, municipal court, police, public works, parks, and community development. General Fund revenues are healthy, and the projected revenues for 2015 are expected to be within \$20,000 (<1%) of budget. Revenues for 2016 are budgeted 2% above 2015 projections to account for growth-related increases in sales taxes, property taxes, and building permits.

Year-end expense projections are approximately \$600,000 below budget. This is due primarily to personnel savings (including one extended vacancy for a position that was ultimately downgraded), legal services savings, and capital improvement projects that were started in 2015 but will be completed in 2016. The savings will be carried over to 2016 to support one-time General Fund expenses including capital outlay (\$351,035) and transfer to emergency

reserves (\$317,000). Most divisions within the General Fund remain relatively flat compared to the 2015 budget with the exception of strategic personnel adjustments (1.5 new full-time equivalents and cost-of-living/merit adjustments). The budgeted ending fund balance is approximately 23% of 2016 budgeted expenditures, which exceeds the Board's goal to maintain a 15% balance. The larger balance is warranted based on the five-year fund projection that includes ongoing transfers to emergency reserves.

#### *Emergency Reserve Fund*

A \$317,500 transfer from the General Fund to the Emergency Reserve Fund is planned in 2016 to raise the balance of the Emergency Reserve Fund to nearly \$1.46 million, which is approximately 33% of 2016 budgeted expenditures. This balance exceeds the Board's goal to maintain at least 25% of annual General Fund expenditures in reserve. The Board is strategically growing reserves beyond the minimum target in order to prepare for the need to backstop special assessment delinquencies for the Brush Creek and Brink Meyer Neighborhood Improvement Districts (NIDs).

#### *Debt Service Funds*

The City issued permanent financing for the Brush Creek and Brink Meyer NIDs in 2014. The Brush Creek NID debt financed the extension of sewer infrastructure, and the Brink Meyer NID debt supported improvements to Brink Myers Road, including the retaining wall. The City has interest-only payments for these bonds in 2015 and 2016, and the Board established a long-term financing strategy to make future payments if assessments are delayed due to delinquencies. The City continues to pursue its legal and economic development options to encourage property owners to develop in this area and stay current on all assessments.

The 2006 Certificates of Participation (COPs) financed City Hall and voter-approved projects from a 2004 ballot measure. The debt has historically been supported by the temporary property tax levy (2004 portion) and General Fund revenues. The principal balance was reduced by approximately \$1.5 million by a refunding in December 2015. Due to the refunding savings, there will not be a General Fund transfer for this debt in 2016. Those dollars will be redirected to the Emergency Reserve Fund in 2016 and beyond as part of the NID financing strategy.

#### *Sewer Enterprise Fund*

The 2016 budget for the Sewer Fund reflects the Board's policy to maintain working capital equal to at least 90 days of operating expenses and the annual debt payment. In addition to routine operating expenses, the 2016 budget include capital outlay (CIP) of \$734,500. This includes carryover from several projects that were initiated in 2015 but will be completed in 2016. The largest portion of funding is recommended to complete the Phase 2 Sanitary Sewer Line Repairs (started in 2015) and to begin Phase 3 Manhole and Line Repairs for older downtown sewers. These are priority improvements that were identified in the 2008 Sanitary Sewer Evaluation Study (SSES) and subsequent closed-circuit television (CCTV) inspections. The five-year CIP includes funding to continue an annual CCTV and cleaning program on a cycle of reviewing the entire sanitary sewer system every 8 years in accordance with industry best

management practices. Funding is recommended to do a major line repair project every two to three years to keep up with maintenance needs.

#### *Transportation Fund*

In 2013, the Transportation Fund was operating in a structural deficit and relied on one-time fund reserves to balance the budget. The City corrected this trend in 2014 and 2015 by reducing the annual transfer to the General Fund to help support the personnel costs for the Streets Division of the Public Works Department. Over time this transfer may be slowly eliminated to preserve more funding for capital improvements and maintenance. The recommended transfer for 2016 is \$240,000, which is \$115,000 lower than 2014.

Street maintenance funding totals \$360,000 for 2016. The Transportation Fund 5-year forecast includes planned expenditures for the 5-year CIP and shows that the Fund will sustain modest surpluses in the foreseeable future. The current maintenance investment is considerably higher than in recent years prior to 2015, and the City is slowly working through a backlog of maintenance projects. Although this is an improvement, the City needs to continue to look for ways to grow and stretch transportation dollars.

#### *Future Outlook*

The 2016 budget maintains essential services at current levels and directs limited additional resources toward the five critical success factors. The City is fortunately experiencing steady growth in its retail, residential, and commercial base that bodes well for future financial security. The Board continues to exercise caution when implementing new projects and expanding services due to the debt burden associated with the Brush Creek and Brink Meyer NIDs. However, the NID properties show strong development potential, so the City should not forgo opportunities. Success can come from taking advantage of grant opportunities and strategic financing. For example, the English Landing Park restroom project, a long-deferred community priority, is being accomplished through a combination of sources – county grant, donations, and a Fewson Fund loan.

#### *Acknowledgments*

City staff, volunteer board members, and consulting partners worked hard to prepare this annual budget that will guide city operations for the upcoming year. I appreciate the effort of the staff each year to analyze budget recommendations and respond to questions while handling their routine duties. Special thanks to the Mayor and Board of Aldermen for devoting extra time to budget work sessions and the strategic priorities workshop. Because of your attention and thoughtful input, I am confident this budget reflects the key community priorities for the upcoming year.

Respectfully submitted,

Lauren Palmer  
City Administrator

## Form of Government

Parkville operates under a Mayor-City Administrator-Aldermen form of government. The mayor is elected at-large for a three-year term (beginning in 2016) and two board members are elected for two-year terms from each of the City's four wards.

The Mayor and Board of Aldermen provide leadership in setting and achieving community policy, establishing the budget, and hiring the administrator/department heads. The Mayor and Board are committed to the provision of efficient and quality services essential to the quality of life citizens enjoy in Parkville.

The day-to-day operations of the city government are handled by a professional staff headed by the City Administrator. The City Administrator recommends the annual budget, implements policy adopted by the governing body, hires subordinate staff, and supervises department head level positions.

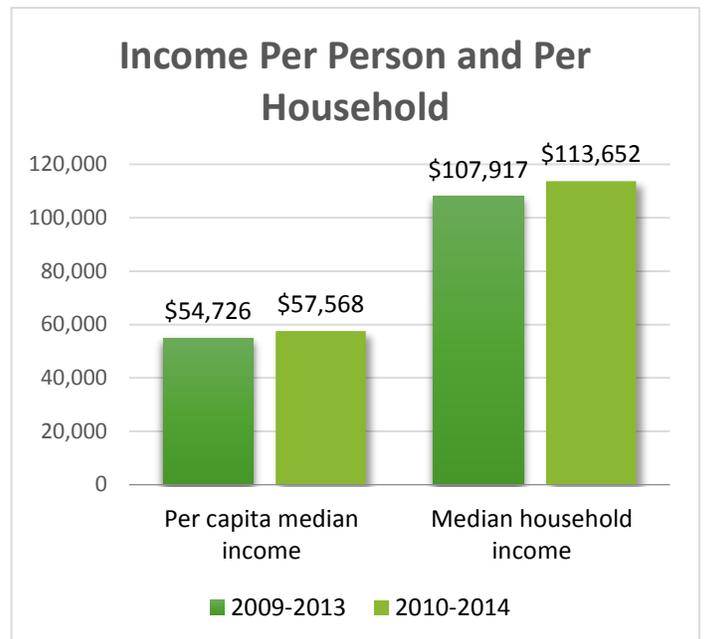
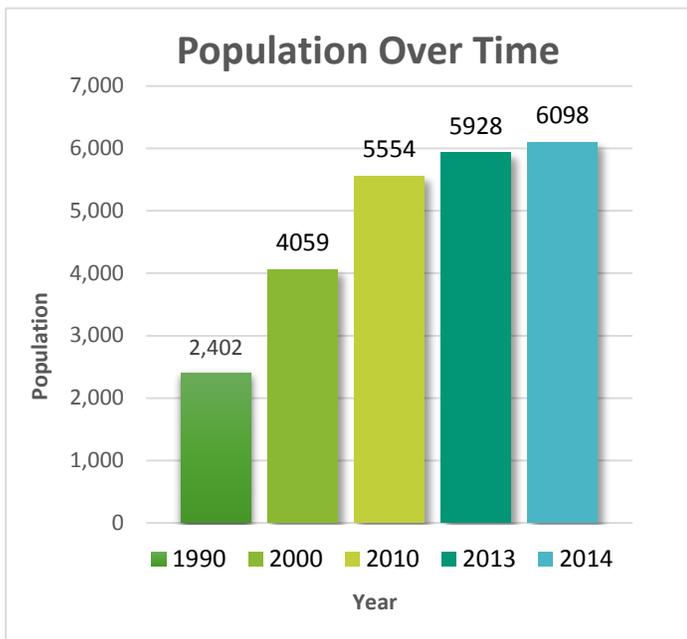
## City Demographics

### About our Citizens:

The City of Parkville, Missouri, is a fourth-class city organized and existing under the laws of the State of Missouri. The City is located approximately 10 miles northwest of downtown Kansas City, Missouri, in Platte County, Missouri. Platte County, Missouri is in the northwest portion of the State of Missouri.

In 1990 the City had 2,402 residents, in 2000 the City had 4,059 residents, and in 2010 the City had 5,554 residents. The 2014 estimated population for the City is 6,098 residents. Approximately seventy-two percent of the housing units in the City are comprised of single-family structures.

The average per capita median income from 2010-2014 was \$57,568. The median household income from 2010-2014 was \$113,652. Median value of owner-occupied housing units from 2010-2014 was \$335,500.



About our Community:

*Municipal Services and Utilities*

The City provides many municipal services including police, public works, parks, community development, and municipal court. The City provides public waste water services for the majority of the City.

*Transportation and Facilities*

The City is located near the following four major highways: Interstate 435, Interstate 29, Interstate 635 and Missouri Route 152. Missouri state highways 45 and 9 also bisect the City. Because of its location, the City's residents have a short commute into downtown Kansas City. The Kansas City International Airport and Kansas City's Downtown Airport provide both commercial and charter flights.

*Educational Facilities*

The City is served by the Park Hill School District (the "School District"), which currently holds an "accredited with distinction" rating from the State of Missouri Department of Elementary and Secondary Education, which is the highest attainable rating. The School District is comprised of nine elementary schools, three middle schools, two high schools and one alternative school.

The City's metropolitan location provides residents with easy access to several colleges and universities for undergraduate, graduate and continuing education opportunities. The City is home to Park University, a private, four-year liberal arts institution founded in 1875, with a full and part time enrollment of more than 11,000 students at 40 campus locations across the United States.

*Recreational Facilities*

The City is well known for its restaurants and "Main Street" appeal. The City maintains five public parks and two nature sanctuaries. The City assumed maintenance duties of Platte Landing Park in summer 2014. The City is also home to The National Golf Club, a private golf course designed by Tom Watson.

*Medical and Health Facilities*

The City is served by the following hospitals: Providence Medical Center approximately 8 miles from the City in Kansas City, Kansas; the University of Kansas Hospital, located approximately 9 miles from the City in Kansas City, Kansas; North Kansas City Hospital, located approximately 9 miles from the City in North Kansas City, Missouri; and St. Luke's Northland Hospital, located approximately 7 miles from the City in Kansas City, Missouri. American Medical Response (AMR) provides ambulance services within the City under contract with the Southern Platte County Ambulance District. Additionally, there are numerous physicians and dentists which serve the residents of the City.



## Budget Strategies

### *Maintaining the Financial Health of the City*

While attempting to provide the citizens with high quality services for the lowest responsible cost, the Mayor and the Board of Aldermen have the challenge of ensuring that the City maintains a sound financial condition. The City of Parkville's financial position is monitored and reviewed by the City Administrator, staff, and the Board of Aldermen.

The Board has closely scrutinized past expenses with the help of enhanced financial reporting. Using information from past years, the Board has attempted to minimize projected expenses in selected areas in order to direct funding to the areas of greatest importance to the citizens.

### *Providing Quality Services at a Reasonable Cost*

The Mayor, Board of Aldermen, and staff place a high priority on listening to, and addressing the concerns of the citizens in the community. As a result, the Board recognizes that there are significant planning and infrastructure needs to be addressed over the next several years. These concerns are documented in the CIP. Simultaneously, the Board is aware of the fact that everyday maintenance and repair of infrastructure and amenities are of great importance and mindfully budgets for these expenses.

### *Future Goal Setting*

The Board of Aldermen developed five critical success factors at the Board's annual strategic planning workshop. This budget document drew direction primarily from these priorities and other issues raised by the Mayor, Board of Aldermen, and staff throughout the budget process. The City recognizes that it is important to have short and long-term goals to drive future budget documents and community development in a coherent direction.

### *Short-Term Factors*

This budget document also incorporated many short term factors into its development. Improved code enforcement, an employee health insurance renewal, park restroom upgrades, and the desire to maintain emergency reserves all played significant roles in the budget decision making and creation process. With these factors in mind, this budget document is intended to be an accurate projection of the overall revenues and expenses. Moreover, this budget represents a good faith effort to provide the citizens of Parkville a high quality of service at the lowest responsible cost.



## Budget Process

August							September							October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30						27	28	29	30	31		
30	31																																	

□ Denotes Board of Aldermen review/action

### July 2015

- 20<sup>th</sup>** Board of Aldermen Priority Setting Workshop
- 27<sup>th</sup>** Review 2016 Budget Calendar with Finance Committee

### August 2015

- 5<sup>th</sup>** Budget worksheets issued to staff for capital budgets and all funds.

### September 2015

- 1<sup>st</sup>** Public hearing on the revised property tax levy for the 2015 tax year.
- 8<sup>th</sup>** Initial review of Community Development budget request by Planning and Zoning Commission.
- 9<sup>th</sup>** Review of Parks and Nature Sanctuary budget request by Community Land and Recreation Board (CLARB).
- 11<sup>th</sup>** Deadline for departments to have 2016 Budget requests in to the City Administrator.
- 14<sup>th</sup> - 18<sup>th</sup>** Review and creation of initial operating budget for major funds and CIP
- 21<sup>st</sup> - Oct. 9<sup>th</sup>** City Administrator and Department Head Budget Meetings

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>● General Fund and CIP               <ul style="list-style-type: none"> <li>○ Revenues</li> <li>○ Administration                   <ul style="list-style-type: none"> <li>▪ Information Technology</li> <li>▪ Public Information</li> </ul> </li> <li>○ Community Development</li> <li>○ Police</li> <li>○ Municipal Court</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>○ Public Works               <ul style="list-style-type: none"> <li>▪ Administration</li> <li>▪ Parks</li> <li>▪ Streets</li> </ul> </li> <li>○ Nature Sanctuary</li> <li>● Transportation Fund</li> <li>● Sewer Utility</li> <li>● Other Funds</li> </ul> |
|--|---|

*October 2015*

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- 12<sup>th</sup> - 16<sup>th</sup>** Review and creation of second iteration of operating budget for major funds and CIP.
- 13<sup>th</sup>** Planning and Zoning Commission Review of proposed projects for 2016-2021 CIP.
- 20<sup>th</sup>** First budget work session with the Board of Aldermen on proposed 2016 Budget (*3<sup>rd</sup> Tuesday - 5:30 p.m.*) **Topics – Revenue forecast, General Fund operating budget, Emergency Reserve Fund, minor funds**
- 27<sup>th</sup>** Second budget work session with the Board of Aldermen on proposed 2016 Budget and 2016-2021 CIP. (*4<sup>th</sup> Tuesday – 5:30 p.m.*) **Topics – CIP – Part 1 (Administration, Police, Court, Community Development); Debt Service Funds; General Fund operating follow-up**

*November 2015*

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- 3<sup>rd</sup>** Third budget work session with the Board of Aldermen on proposed 2016 Budget and 2016-2021 CIP. (*1<sup>st</sup> Tuesday – 5:30 p.m.*) **Topics – CIP – Part 2 (Public Works – Streets, Parks, Nature Sanctuary); Transportation Fund, miscellaneous follow-up**
- 17<sup>th</sup>** Fourth and final budget work session with the Board of Aldermen on proposed 2016 Budget and 2016-2021 CIP. (*3<sup>rd</sup> Tuesday – 5:30 p.m.*) **Topics - Sewer Utility Fund and Sewer CIP; Summary Review**

*December 2015*

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- 1<sup>st</sup>** Adoption of the 2016 City Budget, 2016-2021 CIP, and amended 2015 City Budget for select funds if necessary. (*1<sup>st</sup> Tuesday – 7:00 p.m.*)
- 15<sup>th</sup>** Second reading and final adoption of the 2016 Budget and 2016-2021 CIP. (*3<sup>rd</sup> Tuesday – 7:00 p.m.*)

*2016*

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- January 1<sup>st</sup>** 2016 Fiscal Year begins
- February 8<sup>th</sup>** Publication of adopted 2016 Budget document



## Budget Development

The City operates on a January 1 – December 31 fiscal year and therefore must adopt a 2016 budget before the end of the calendar year. The process involves four budget work sessions followed by final review and adoption of the budget at a regular legislative meeting. The budget uses a line item level of budgetary control.

At the first budget work session, staff presented preliminary budget sheets for the General Fund, Economic Development Fund, Emergency Reserve Fund, Fewson Fund, Nature Sanctuary Donations Fund, Park Donations Fund, and Projects Fund. The second budget work session focused on the Debt Service Funds and the Capital Improvement Program (CIP). The major topic for the third budget work session was the Transportation Fund. Street maintenance funding will be slightly increased in 2016 while sustaining a modest balance in the fund for unexpected needs. Minor adjustments were made to various funds following the third work session to account for updates to expense and revenue projections, but no major substantive changes were made.

The third budget work session included a discussion of the preferred method to budget carryover funds in the General Fund. Staff presented three options, and the Board reached consensus on the staff recommendation. The approach maintains the current philosophy of budgeting for full staffing. Prior to implementation of the annual mill and asphalt overlay program in 2016, staff will monitor spending for the first half of the fiscal year. Any personnel savings generated between January and June will be redirected to the Transportation Fund to increase the bid package for the mill and asphalt overlay program. Mechanically, this change will be accomplished by short-paying budgeted monthly transfers from the Transportation Fund to the General Fund in the second half of the fiscal year. This direction from the Board is documented in the ordinance proposed for adoption of the 2016 budget.

The fourth budget work session focused on the Sewer Fund. City Administration recommends a sewer fund capital outlay (CIP) of \$734,500 in 2016. This includes carryover from several projects that were initiated in 2015 but will be completed in 2016. The largest portion of funding is recommended to complete the Phase 2 Sanitary Sewer Line Repairs (started in 2015) and to begin Phase 3 Manhole and Line Repairs for older downtown sewers. These are priority improvements that were identified in the 2008 Sanitary Sewer Evaluation Study (SSES) and subsequent closed-circuit television (CCTV) inspections. The five-year CIP projection includes funding to continue an annual CCTV and cleaning program on a cycle of reviewing the entire sanitary sewer system every 8 years in accordance with industry best management practices. Funding is recommended to do a major line repair project every two to three years to keep up with maintenance needs. After the sewer repair projects in the 2016-2021 CIP are completed, the intent is to continue with a major line repair project every few years, although these projects will become smaller as the City catches up with past deterioration.

Although minor adjustments were made to correct errors or update account descriptions, there were no major substantive changes to the budget following the fourth work session. On December 15, 2015, the budget was adopted by the Board of Alderman with a unanimous vote. City staff is expected to keep expenses at or below each prescribed line item within each department/division. Major department/division level changes to the budget must be approved by the Board of Aldermen with a majority vote. Minor adjustments to line items at the department/division level may be approved the City Administrator so long as the department/division budget remains the neutral.

## Budgeting Basics

### *Basis of Budgeting*

Parkville uses the cash-basis method of accounting for budgeting and operating purposes. This means that all expenditures that are included in the budget for any year are expected to be paid from revenues or funds that will be received and available during that same year. This helps to assure cash on hand will be sufficient at any time for expenditures, and avoids unnecessary complexity to both the budgeting and financial operating processes. Year-end accrual adjustments enable the City to report its annual audited financial statements according to the modified accrual basis.

### *Balanced Budget Definition*

For the purpose of budgeting, the City defines a balanced budget as meaning that all expenditures included in the budget are balanced by funds that are anticipated to be available during the budget year, either from revenues described in the budget, or from existing fund balances that will be carried over from the prior year.

### *Estimating Revenues for the Budget Year*

Revenues from most sources are fairly consistent from year to year. This enables reasonably accurate revenue predictions to be made based on current year revenue and underlying trends over the previous several years. Property tax revenues for the coming year are determined by assessed valuation and the tax levy rate, both of which are known well in advance of the budgeting process. Certain revenues, including electric, gas and water utility gross receipts taxes vary with severity of seasons which cannot be predicted in advance. These revenues are budgeted conservatively to allow for variations that reduce tax revenue below typical averages. Other types of revenue, notably building permit fees, vary considerably with associated business cycles, and are estimated from underlying current and expected activities related to that revenue source.

### *Differences between the City budget accounting and modified accrual year-end financial statements*

The adjustments needed at year end to prepare for modified accrual accounting for the annual audit and financial statements are entirely operational, and consist of identifying and recording at year end all outstanding expenditures that were appropriated from the ending year's budget, and recording all revenues that were "earned" prior to the end of the year. Earned revenues include various sales taxes and sewer charges for periods up to December 31 which may not be received until January or February of the following year. Because these amounts are largely offset by similar accruals for the previous year, no adjustments to the budget are required.

## Consolidated Financials

### In this section:

General Fund (10)

Debt Service Funds (21-24, 30)

Sewer Fund (30)

Transportation Fund (40)

Fewson Fund (45)

Economic Development Fund (46)

Emergency Reserve Fund (50)

Nature Sanctuary Donation Fund (60)

Park Donations Fund (63)

Projects Fund (95)



## General Fund

The General Fund includes most City activities including Administration, Police, Municipal Court, Community Development, Public Works, Streets, Parks, the Parkville Nature Sanctuary, Public Information, and Information Technology.

	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<i>Beginning Fund Balance</i>	<b>374,112</b>	<b>738,327</b>	<b>1,006,217</b>	<b>1,137,653</b>	<b>1,347,819</b>
<b>Revenues</b>					
Taxes	1,966,167	2,066,998	2,076,100	2,110,178	2,159,187
Licenses	39,907	47,824	57,461	59,563	56,160
Permits	210,575	331,390	264,000	256,201	263,415
Franchise Fees	865,901	901,327	851,000	840,404	874,000
Other Revenue	28,280	32,657	31,200	35,096	35,261
Court Revenue	257,910	269,935	261,000	225,128	250,000
Interest Income	18,153	6,626	7,000	7,623	8,000
Miscellaneous Revenue	32,350	39,848	29,880	60,229	25,183
Grant Revenue	4,594	3,837	-	8,827	1,500
Transfers	1,027,876	582,680	346,500	348,251	343,530
<b>Total - General Fund Revenues:</b>	<b>4,451,713</b>	<b>4,283,121</b>	<b>3,924,141</b>	<b>3,951,501</b>	<b>4,016,236</b>
<b>Total Sources:</b>	<b>4,825,825</b>	<b>5,021,449</b>	<b>4,930,358</b>	<b>5,089,154</b>	<b>5,364,055</b>
<b>Expenditures</b>					
Administration	766,897	896,855	995,582	810,839	1,011,983
Police	1,096,361	1,096,979	1,246,588	1,027,707	1,223,870
Municipal Court	135,531	138,999	156,709	131,764	153,471
Public Works	102,708	145,444	185,922	167,747	215,770
Community Development	258,083	249,809	289,400	263,410	316,393
Street Department	674,175	340,633	382,729	358,419	399,656
Parks Department	251,594	281,741	352,079	318,323	356,007
Nature Sanctuary	19,352	27,156	31,077	29,678	39,681
Information Technology	45,884	34,167	40,324	34,185	43,974
Public Information	16,915	15,450	17,750	15,357	13,810
Capital Outlay (CIP)	-	118,562	356,175	153,717	351,035
Transfers	720,000	538,000	277,500	277,500	317,500
<b>Total - General Fund Expenditures:</b>	<b>4,087,498</b>	<b>3,883,795</b>	<b>4,331,835</b>	<b>3,588,646</b>	<b>4,443,150</b>
<b>Estimated Ending Balance (deficit):</b>	<b>738,327</b>	<b>1,137,653</b>	<b>598,523</b>	<b>1,500,508</b>	<b>920,905</b>

## Debt Service Funds

The Debt Service Funds summarize the City's debt obligations. Although the City maintains separate governmental funds for each debt issue, these separate funds are shown together in order to summarize all city debt.

<b>Revenues</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>2016</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Unaudited</b>	<b>Budget</b>
COPs Revenues (22)	550,801	564,464	564,517	570,030	330,636
Transfer from Sewer Fund (30)	202,233	191,504	333,505	357,870	185,495
River Park NID Revenues (21)	327,408	323,969	324,000	322,180	321,300
Brush Creek NID Revenues (23)	-	2,083	392,550	256,148	252,997
Brink Meyer NID Revenues (24)	-	1,522	278,496	182,874	149,988
<b>Total Debt Service Revenues:</b>	<b>1,080,442</b>	<b>1,083,542</b>	<b>1,893,068</b>	<b>1,689,102</b>	<b>1,240,416</b>
<b>Expenditures</b>					
<i>Debt Retirement</i>					
COPs (22)	463,146	468,123	478,740	478,740	330,636
Sewer Service Debt (30)	202,233	191,504	333,505	357,870	185,495
River Park NID (21)	322,296	321,787	321,856	321,856	321,300
Brush Creek NID (23)	-	-	230,663	230,663	189,088
Brink Meyer NID (24)	-	-	182,875	182,874	149,988
<i>Reserves</i>					
COPs (22)	87,654	91,852	85,777	91,290	-
River Park NID (21)	5,113	2,183	2,144	324	-
Brush Creek NID (23)	-	-	161,887	20,013	63,909
Brink Meyer NID (24)	-	-	95,622	-	-
<b>Total Debt Service Expenditures:</b>	<b>1,080,442</b>	<b>1,075,448</b>	<b>1,893,070</b>	<b>1,683,630</b>	<b>1,240,416</b>



## Sewer Fund

The Sewer Fund is an enterprise fund used to operate and maintain the City's sewer service system. It is funded by the revenue collected from charges on customers using the service. The sewer department's day-to-day operations are handled by contract with Alliance Water Resources.

	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<i>Beginning Fund Balance</i>	<b>605,952</b>	<b>516,873</b>	<b>1,020,362</b>	<b>1,104,409</b>	<b>794,313</b>
<b>Revenues</b>					
<b>Approved Rate Increase</b>		3.00%	3.00%	3.00%	2.50%
Sewer Charges	937,785	1,016,426	1,027,940	954,387	1,014,750
Sewer Tap Fees	30,000	43,500	30,000	39,000	36,000
Sewer Impact Fees	28,000	42,000	28,000	36,400	33,600
MOAW Bill Collection Payment	686	562	650	-	650
Grinder Pump Administrative Fee	3,850	4,620	-	4,620	4,620
Interest Income	5,872	4,361	4,400	4,956	4,800
Transfer from Sewer CIP (33)	-	294,984	-	-	-
Miscellaneous	16	1,000	200	716	200
<b>Sewer Fund Revenues:</b>	<b>1,006,209</b>	<b>1,407,454</b>	<b>1,091,190</b>	<b>1,040,079</b>	<b>1,094,620</b>
<b>Total Sources:</b>	<b>1,612,161</b>	<b>1,924,326</b>	<b>2,111,552</b>	<b>2,144,488</b>	<b>1,888,933</b>
<b>Expenditures</b>					
Operating Expenses	449,989	462,065	519,812	487,197	520,116
Capital Expenses	5,636	59,988	802,275	459,088	734,500
Debt Service	202,233	191,504	332,785	357,870	185,495
Transfer to General Fund - Admin Fee	100,000	100,000	101,500	101,500	103,530
Other Transfers	337,431	-	-	-	-
<b>Sewer Fund Expenditures:</b>	<b>1,095,288</b>	<b>813,557</b>	<b>1,756,372</b>	<b>1,405,655</b>	<b>1,543,641</b>
<b>Estimated Working Capital (deficit):</b>	<b>516,873</b>	<b>1,110,769</b>	<b>355,180</b>	<b>738,833</b>	<b>345,292</b>



## Transportation Fund

The Transportation Fund is a special revenue fund that accounts for sales and motor fuel taxes that are dedicated to transportation expenses. Non-personnel operating costs and capital expenses associated with the City's annual street maintenance program are budgeted in this fund.

	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<i>Beginning Fund Balance</i>	<b>190,187</b>	<b>162,682</b>	<b>318,954</b>	<b>327,997</b>	<b>217,699</b>
<b>Revenues</b>					
Parkville Special Road District	122,341	124,328	126,000	128,588	132,000
City Transportation Sales Tax	398,083	438,160	435,000	444,174	456,000
Motor Fuel Tax	140,867	143,352	141,000	147,895	144,000
County Transportation Sales Tax	134,865	178,948	170,000	194,587	190,000
Curb/Sidewalk Cost Share	-	18,125	-	2,300	5,325
Sale of Equipment	-	8,275	11,500	11,075	7,500
MPR Safety Funds	-	4,300	-	-	-
Leased Properties	900	-	-	-	-
<b>Transportation Fund Revenues:</b>	<b>797,056</b>	<b>915,488</b>	<b>883,500</b>	<b>928,619</b>	<b>934,825</b>
<b>Total Sources:</b>	<b>987,243</b>	<b>1,078,170</b>	<b>1,202,454</b>	<b>1,256,616</b>	<b>1,152,524</b>
<b>Expenditures</b>					
Streets - Capital	88,560	81,966	502,500	455,046	488,000
Streets - Operating	-	313,207	353,000	323,547	386,000
Transfers	736,000	355,000	245,000	245,000	240,000
<b>Transportation Fund Expenditures:</b>	<b>824,560</b>	<b>750,173</b>	<b>1,100,500</b>	<b>1,023,593</b>	<b>1,114,000</b>
<b>Estimated Ending Balance (deficit):</b>	<b>162,682</b>	<b>327,997</b>	<b>101,954</b>	<b>233,023</b>	<b>38,524</b>



## Fewson Fund

The Fewson Fund is a special revenue fund that was created when a Parkville resident, George Fewson, donated a portion of his estate to the City. One-half of the annual earnings go to the City to fund capital projects, and the remaining earnings are returned to the Fund. The City may also borrow from the Fund for eligible capital improvements.

	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<i>Beginning Fund Balance</i>	545,515	557,014	542,164	557,891	570,887
<b>Revenues</b>					
Interest Income	6,283	5,937	5,964	4,510	5,450
Miscellaneous	28,285	-	-	-	-
Return on Investments	-	-	-	-	-
Earned on Investments				8,475	-
<b>Total Fewson Fund Revenues:</b>	<b>34,569</b>	<b>6,924</b>	<b>5,964</b>	<b>12,984</b>	<b>5,450</b>
<b>Total Sources:</b>	<b>580,084</b>	<b>563,938</b>	<b>548,128</b>	<b>570,875</b>	<b>576,337</b>
<b>Expenditures</b>					
Loss on Investment	8,642	3,042	900	1,575	1,000
Trust/Bank Fees	139	73	150	97	100
Distribution to City (50% of Proceeds)	-	2,932	2,982	2,207	2,675
Distribution to City (Prior Years)	14,289	-	-	-	2,703
Project Loans	-	-	155,000	-	-
<b>Fewson Fund Expenses:</b>	<b>23,069</b>	<b>6,047</b>	<b>159,032</b>	<b>3,878</b>	<b>6,478</b>
<b>Estimated Ending Balance (deficit):</b>	<b>557,014</b>	<b>557,891</b>	<b>389,096</b>	<b>566,997</b>	<b>569,859</b>
<b>Cash and Investments</b>					
Long Term Investments	N/A	N/A	N/A	397,000	316,000
Cash and Money Market Accounts	N/A	N/A	N/A	169,997	98,859
Loan to City	N/A	N/A	N/A	-	155,000
<b>Total Cash and Investments</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>566,997</b>	<b>569,859</b>



*Fewson Fund Project: English Landing Park Restroom Rebuild*

### Economic Development Fund

The Economic Development Fund is a special revenue fund comprised of revenues from a hotel tax imposed on transient guest rooms. These dollars are allocated at the Board's discretion for economic development or marketing initiatives to promote tourism and business development in Parkville.

	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Beginning Fund Balance</b>	309	2,312	404	404	539
<b>Revenues</b>					
Guest Room Tax	2,003	1,592	1,500	1,843	1,515
Partner Contributions	-	1,500	-	1,411	-
Transfer from General Fund	20,000	-	-	-	-
<b>Eco Dev Fund Revenues:</b>	<b>22,003</b>	<b>3,092</b>	<b>1,500</b>	<b>3,254</b>	<b>1,515</b>
<b>Total Sources:</b>	<b>22,312</b>	<b>5,404</b>	<b>1,904</b>	<b>3,658</b>	<b>2,054</b>
<b>Expenditures</b>					
Economic Development	20,000	5,000	-	2,776	-
<b>Eco Dev Fund Expenditures:</b>	<b>20,000</b>	<b>5,000</b>	<b>-</b>	<b>2,776</b>	<b>-</b>
<b>Estimated Ending Balance (deficit):</b>	<b>2,312</b>	<b>404</b>	<b>1,904</b>	<b>882</b>	<b>2,054</b>



Platte County Economic Development Day at the National Golf Club

### Emergency Reserve Fund

*The Emergency Reserve Fund is intended to protect the City against emergency costs related to natural disasters, declared states of emergency, or other major unforeseen financial obligations.*

	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<i>Beginning Fund Balance</i>	724,989	1,070,966	1,387,966	1,387,966	1,269,842
<b>Revenues</b>					
Temporary Operating Levy	-	-	-	-	15,364
Transfer from General Fund	450,000	317,000	60,000	60,000	317,500
<b>Emergency Reserve Revenues:</b>	<b>450,000</b>	<b>317,000</b>	<b>60,000</b>	<b>60,000</b>	<b>332,864</b>
<b>Total Sources:</b>	<b>1,174,989</b>	<b>1,387,966</b>	<b>1,447,966</b>	<b>1,447,966</b>	<b>1,602,706</b>
<b>Expenditures</b>					
Brush Creek Sewer NID	104,023	-	-	-	-
Brink Meyer Road NID	-	-	-	178,124	146,758
<b>Emergency Reserve Expenditures:</b>	<b>104,023</b>	<b>-</b>	<b>-</b>	<b>178,124</b>	<b>146,758</b>
<b>Estimated Ending Balance (deficit):</b>	<b>1,070,966</b>	<b>1,387,966</b>	<b>1,447,966</b>	<b>1,269,842</b>	<b>1,455,948</b>

### Nature Sanctuary Donation Fund

*The Nature Sanctuary Donation Fund is a special revenue fund that contains donations made specifically for the Nature Sanctuary, partly from private citizens, special events, and grants.*

	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<i>Beginning Fund Balance</i>	41,129	40,821	36,496	42,781	42,581
<b>Revenues</b>					
Donations	6,058	6,539	2,000	4,877	1,500
Programs	-	-	1,500	1,500	1,500
<b>Nature Sanctuary Fund Revenues:</b>	<b>6,058</b>	<b>6,539</b>	<b>3,500</b>	<b>6,377</b>	<b>3,000</b>
<b>Total Sources:</b>	<b>47,187</b>	<b>47,360</b>	<b>39,996</b>	<b>49,158</b>	<b>45,581</b>
<b>Expenditures</b>					
Expenditures	1,366	4,579	4,000	4,550	6,200
Transfers	5,000	-	-	-	-
<b>Nature Sanctuary Fund Expenditures:</b>	<b>6,366</b>	<b>4,579</b>	<b>4,000</b>	<b>4,550</b>	<b>6,200</b>
<b>Estimated Ending Balance (deficit):</b>	<b>40,821</b>	<b>42,781</b>	<b>35,996</b>	<b>44,608</b>	<b>39,381</b>

## Park Donations Fund

The Park Donations Fund (63) is a special revenue fund that contains donations made specifically for the Park system from private citizens, organizations, and businesses. The Fund is used to help finance parks capital improvements that would not otherwise be achievable with general revenues.

	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<i>Beginning Fund Balance</i>	<b>70,847</b>	<b>45,462</b>	<b>45,767</b>	<b>45,794</b>	<b>39,873</b>
<b>Revenues</b>					
Transfer from Park Reservations & Fees	576	-	-	-	-
Transfer from Parkland Dedication Fund	43,362	-	-	-	-
Donations	6,592	332	-	7,761	2,500
<b>Park Donations Fund Revenues:</b>	<b>50,530</b>	<b>332</b>	<b>-</b>	<b>7,761</b>	<b>2,500</b>
<b>Total Sources:</b>	<b>121,377</b>	<b>45,794</b>	<b>45,767</b>	<b>54,555</b>	<b>42,373</b>
<b>Expenditures</b>					
Parks	11,151	-	15,000	17,179	5,000
Transfers	64,764	-	-	-	-
<b>Park Donations Expenditures:</b>	<b>75,915</b>	<b>-</b>	<b>15,000</b>	<b>17,179</b>	<b>5,000</b>
<b>Estimated Ending Balance (deficit):</b>	<b>45,462</b>	<b>45,794</b>	<b>30,767</b>	<b>37,376</b>	<b>37,373</b>



## Projects Fund

The Projects Fund (95) was previously used for larger capital improvement projects. Since there is not a dedicated revenue stream for the Project Fund, capital improvements are now funded as capital outlay expenses from source funds as indicated in the CIP. The Projects Fund is still used to account for one-time revenues, such as significant grant revenues or transfers, associated with major capital projects in order to avoid irregular fluctuations in the General Fund.

	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<i>Beginning Fund Balance</i>	331,920	69,604	82	16,922	41,967
<b>Revenues</b>					
Transfer from Park Donation Fund	64,764	-	-	-	-
Transfer from General Fund	-	-	-	4,577	-
Transfer from Sewer Fund	25,000	-	-	-	-
Transfer of Fewson Fund Distribution	-	17,221	-	279	155,000
Grants/Donations	-	-	-	12,500	134,000
Grant for Livable Communities	77,821	416	-	-	-
MARC Planning Sustainable Places Grants	46,318	17,682	113,585	-	-
Platte County Outreach Grants	-	5,000	30,000	-	40,000
Partner Contributions	-	1,500	70,000	96,040	10,000
<b>Projects Fund Revenues:</b>	<b>213,902</b>	<b>41,819</b>	<b>213,585</b>	<b>113,117</b>	<b>339,000</b>
<b>Total Sources:</b>	<b>545,822</b>	<b>111,423</b>	<b>213,667</b>	<b>130,039</b>	<b>380,967</b>
<b>Expenditures</b>					
Public Works	74,920	15,000	183,585	62,797	171,016
Community Development	103,058	250	-	-	-
Streets	-	-	-	1,040	-
Parks	18,240	73,906	30,000	-	205,000
Fewson Fund Projects	-	5,344	-	8,286	4,656
Transfers	280,000	-	-	-	-
<b>Projects Fund Expenditures:</b>	<b>476,218</b>	<b>94,501</b>	<b>213,585</b>	<b>72,123</b>	<b>380,672</b>
<b>Estimated Ending Balance (deficit):</b>	<b>69,604</b>	<b>16,922</b>	<b>82</b>	<b>57,916</b>	<b>295</b>



## Other Information and Policies

### In this section:

Organizational Chart: *Chart visualizing the City's organizational hierarchy.*

Position Summary Schedule: *Number of positions and salaries organized at the departmental level.*

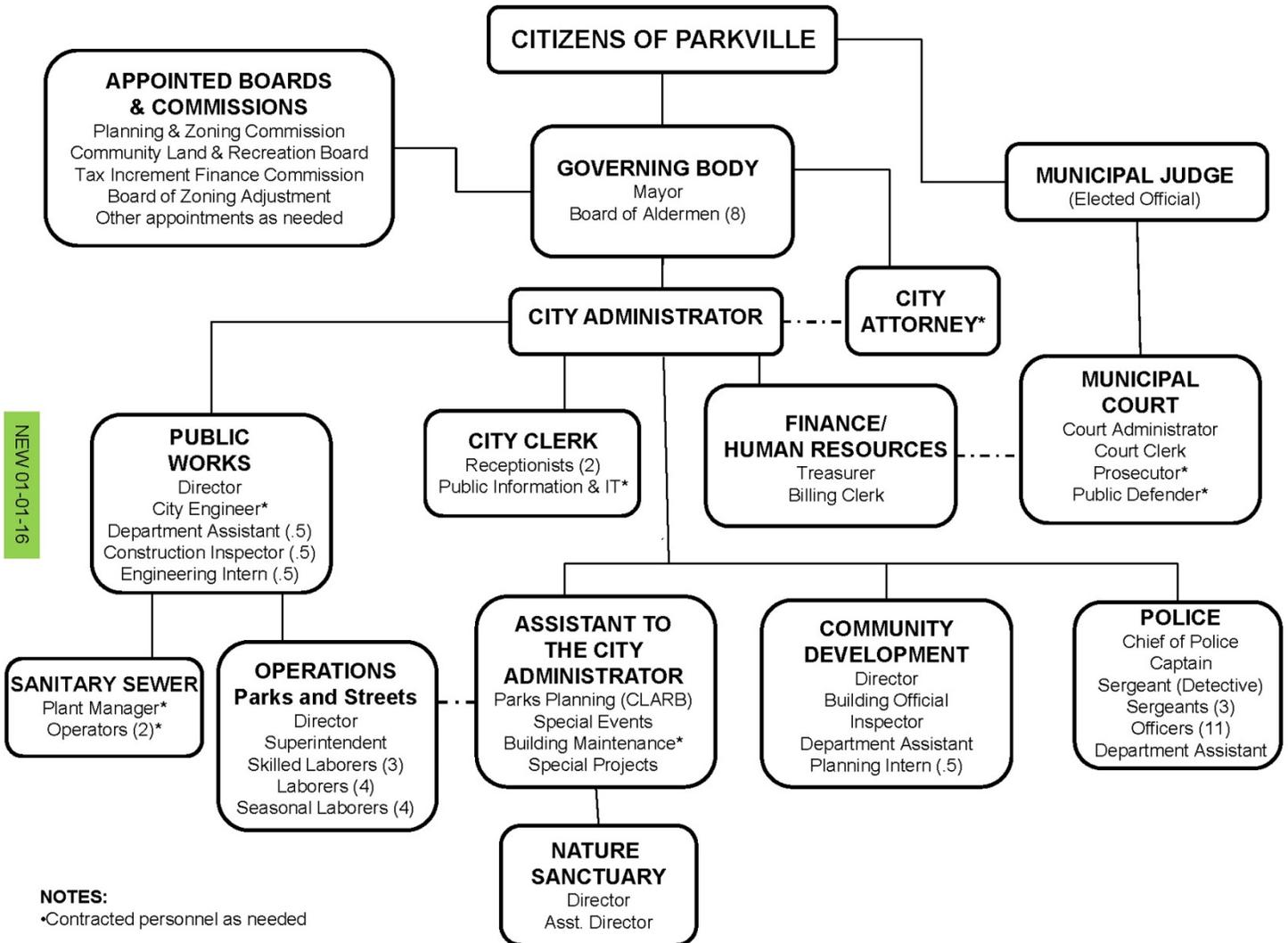
Summary of Intergovernmental Fund Transfers: *Chart of fund to fund transfers.*

Financial Polices: *Summary of financial polices enacted by the City.*

- Credit Card Handling Policy
- Debt Management Policy
- Economic development incentives to promote appropriate development in the Brush Creek Drainage and Brink Meyer Road Neighborhood Improvement Districts
- Employee Salary Schedule
- Fewson Fund Policy
- Parkville Police Community Assistance Fund
- Purchasing Policy
- Miscellaneous Expense Authorization and Reimbursement Policy
- Rate Increase for the Parkville Sewer Utility



## Organizational Chart



NEW 01-01-16

## Position Summary Schedule (1 of 2)

MAYOR AND BOARD		
	Number of Positions	Personnel Budget
2014	9	\$57,600
2015	9	\$57,600
2016	9	\$57,600
<i>Change</i>	-	-
<i>% Change</i>	-	-
Incumbent	2016 Positions	Status
Johnston	Mayor	Elected Part-Time
Driver	Ward 1 Alderman	Elected Part-Time
Vacant	Ward 1 Alderman	Elected Part-Time
Werner	Ward 2 Alderman	Elected Part-Time
Rittman	Ward 2 Alderman	Elected Part-Time
Wylie	Ward 3 Alderman	Elected Part-Time
Jones	Ward 3 Alderman	Elected Part-Time
Plumb	Ward 4 Alderman	Elected Part-Time
Sportsman	Ward 4 Alderman	Elected Part-Time

ADMINISTRATION		
	Number of Positions	Personnel Budget
2014	5.5	\$297,800
2015	5.5	\$297,608
2016	6.5	\$326,252
<i>Change</i>	-	\$28,644
<i>% Change</i>	-	9.62%
Incumbent	2016 Position	Status
Palmer	City Administrator	Full-Time
McChesney	City Clerk	Full-Time
Berg	Treasurer (PT)	Part-Time*
Chapman	Finance/HR Director	Full-Time
Blakeslee	Asst to the CA	Full-Time
Crook	Billing Clerk	Full-Time**
Hauth	Receptionist	Part-Time
Coleman	Receptionist	Part-Time

\*Conversion to full time in August

\*\*Shared full-time between Sewer and Administration Department

1.0 = Full Time Position (Including Elected Officials)

0.5 = Part-Time or Seasonal Full/Part-Time

MUNICIPAL COURT		
	Number of Positions	Personnel Budget
2014	2	\$64,957
2015	2	\$68,483
2016	2	\$69,100
<i>Change</i>	-	\$617
<i>% Change</i>	-	0.90%
Incumbent	2016 Positions	Status
Humiston	Judge	Elected Part-Time
Rizzuti	Administrative Court Clerk	Full-Time
Eckerle	Court Clerk	Part-Time

PUBLIC WORKS - ADMINISTRATION		
	Number of Positions	Personnel Budget
2014	2	\$98,000
2015	2	\$121,245
2016	2.5	\$138,500
<i>Change</i>	-	\$17,255
<i>% Change</i>	-	14.23%
Incumbent	2016 Positions	Status
Abel	Director	Full-Time
Davis	Department Assistant	Part-Time
Blair	Construction Inspector	Part-Time
Vacant	Summer Intern	Seasonal Full-Time

COMMUNITY DEVELOPMENT		
	Number of Positions	Personnel Budget
2014	3.5	\$195,300
2015	3.5	\$198,900
2016	4.5	\$228,900
<i>Change</i>	-	\$30,000
<i>% Change</i>	-	15.08%
Incumbent	2016 Positions	Status
Lachky	Community Dev. Director	Full-Time
Giarratana	Building Official	Full-Time
Gault	Building Inspector	Full-Time
Yulich	Department Assistant	Full-Time
Tusinger	Planning Intern	Seasonal Part-Time

Position Summary Schedule (2 of 2)

POLICE		
	Number of Positions	Personnel Budget
2014	18	\$818,650
2015	18	\$825,658
2016	18	\$798,200
Change	-	(\$27,458)
% Change	-	-3.33%
Incumbent	2016 Positions	Status
Chrisman	Chief	Full-Time
Jordan	Captain	Full-Time
Hubbell	Sergeant Detective	Full-Time
Shadid	Sergeant	Full-Time
Stone	Sergeant	Full-Time
Tomlin	Officer	Full-Time
Gee	Officer	Full-Time
Cassell	Officer	Full-Time
Pence	Officer	Full-Time
Sollars	Officer	Full-Time
Spring	Officer	Full-Time
Burch	Officer	Full-Time
Fetters	Officer	Full-Time
Rich	Officer	Full-Time
Heckadon	Officer	Full-Time
Vacant	Officer	Full-Time
Vacant	Officer	Full-Time
Liberty	Receptionist	Full-Time

SEWER UTILITY		
	Number of Positions	Personnel Budget
2014	0.5	\$12,500
2015	0.5	\$13,662
2016	0.5	\$13,824
Change	-	\$162
% Change	-	1.19%
Incumbent	2016 Positions	Status
Crook	Sewer Billing Clerk	Full-Time**

Note: Personnel budget includes salaries and overtime only.

PUBLIC WORKS – OPERATIONS (STREETS)		
	Number of Positions	Personnel Budget
2014	6	\$245,700
2015	6	\$245,762
2016	6	\$252,130
Change	-	\$6,368
% Change	-	2.59%
Incumbent	2016 Positions	Status
Schank	Operations Director	Full-Time
Johnson	Skilled Laborer	Full-Time
White	Skilled Laborer	Full-Time
Lovell	Laborer	Full-Time
Whitby	Laborer	Full-Time
Pils	Laborer	Full-Time

PUBLIC WORKS – OPERATIONS (PARKS)		
	Number of Positions	Personnel Budget
2014	4	\$156,900
2015	4.5	\$162,800
2016	5	\$166,380
Change	-	\$3,580
% Change	-	2.20%
Incumbent	2016 Positions	Status
Barnard	Superintendent	Full-Time
Phelan	Laborer	Full-Time
Rendall	Laborer	Full-Time
Vacant	Seasonal Laborer	Seasonal Full-Time
Vacant	Seasonal Laborer	Seasonal Full-Time
Vacant	Seasonal Laborer	Seasonal Full-Time
Vacant	Seasonal Laborer	Seasonal Full-Time

NATURE SANCTUARY		
	Number of Positions	Personnel Budget
2014	1	\$18,000
2015	1	\$18,000
2016	1	\$25,064
Change	-	\$7,064
% Change	-	39.24%
Incumbent	2016 Positions	Status
Vacant	Director	Part-Time
Frazier	Assistant Director	Part-Time

Summary of Intergovernmental Fund Transfers

City of Parkville Intergovernmental Fund Transfers for 2016						
	General Fund	Sewer Fund	Transportation Fund	Emergency Reserve Fund	Debt Service Funds	Purpose
General Fund: Transfers In	103,530	-103,530	-	-	-	Administrative costs attributed to sewer operations.
	240,000	-	-240,000	-	-	Transportation revenue transferred to cover Street Division expenses.
General Fund: Transfers Out	-317,500	-	-	317,500	-	Transfer to the Emergency Reserve Fund.
Sewer Fund: Transfers Out	-	-185,495	-	-	185,945	Transfer for Sewer Debt Service payments.
<b>Totals</b>	<b>26,030</b>	<b>-289,025</b>	<b>-240,000</b>	<b>317,500</b>	<b>185,945</b>	

## Financial Policies

### Credit Card Handling Policy

The City of Parkville Municipal Code, Title VII, Chapter 800, Section 800.020 anticipates the acceptance of credit and debit cards for various municipal sales transactions and enacts convenience fee charges regarding the same. Per Section 112.080 (B) of the Parkville Municipal Code, the City created an administrative [Credit and Debit Card Handling Policy](#)<sup>1</sup> to establish the procedures for proper handling of credit and debit card transactions processed through the USAePay gateway.

The City of Parkville must take appropriate measures to protect credit and debit card numbers. Credit card and debit payments must be processed in compliance with Payment Card Industry Data Security Standard (PCI DSS) requirements which are intended to limit exposure and/or theft of personal cardholder information. The City of Parkville must adhere to these standards in order to retain the ability to accept credit and debit card payments. The policy, which is signed by city employees, is intended to ensure that credit and debit card information is handled and disposed of in a manner that satisfies the City's obligation to protect such information to the level that is required by the PCI DSS.

### Debt Management Policy

In 2014, the City adopted a debt management policy. The policy establishes criteria by which the city will evaluate debt issuance in order to appropriately limit the City's financial exposure. It also sets protocols for the administration and financing of all debt issues and post-issuance compliance. It is the objective of the policy that (1) the City obtain financing only when necessary, (2) the process for identifying the timing and amount of debt or other financing be as efficient as possible, (3) the most favorable interest rate and other related costs be obtained, and (4) when appropriate, future financial flexibility be maintained.

The policy includes sections regarding general debt management, debt evaluation criteria, administration and financing, debt limitations, refunding of debt, conduit financings, and post issue management. A copy of the debt management policy can be obtained by contacting Parkville City Hall.

### Economic development incentives to promote appropriate development in the Brush Creek Drainage and Brink Meyer Road Neighborhood Improvement Districts

In 2015, the Board of Aldermen adopted Resolution No. 09-04-15. The resolution affirms the City's willingness to use public incentives to offset the impact of the NIDs assessments on development. The resolution is a policy statement that is intended to supplement the master Economic Development Incentive Policy. The resolution states that owners who are delinquent on NID assessments will not be considered for incentives, and Tract 9 (45 Park Place) will be given the highest priority for public incentives since it carries the greatest debt burden. The policy is a marketing tool to generate more developer interest in the properties. The resolution can be viewed by following this [link](#)<sup>2</sup> and navigating to page 186.

### Employee Salary Schedule

In 2014, City staff completed a comprehensive review of the City's compensation policy through a salary survey of comparable positions for local peer communities. As a result of this process, a new pay range structure was established for full-time, part-time, and temporary positions with the City of Parkville. Peer cities submitted salary information through the Mid-America Regional Council (MARC)

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<sup>1</sup> Link location: <http://parkvillemo.gov/wp-content/uploads/2014/09/Credit-and-Debit-Card-Handling-Policy-10-1-14.pdf>

<sup>2</sup> Link location: <http://parkvillemo.gov/download/board-agendas/BoA%20Packet%20120214.pdf>

Compensation Survey System. Salary figures for comparable peer city positions were compared with City of Parkville compensation, and a positional salary range was established. The salary scheduled was enacted by Ordinance 2787. The ordinance can be viewed by following this [link](#)<sup>3</sup> and navigating to page 196.

For 2016, the Board of Aldermen adopted updated employee classifications and pay ranges (Ordinance No. 2830). Adjustments are recommended due to a variety of factors, including the following:

- The revised salary ordinance addresses promotions, new positions, eliminated positions, and salary adjustments that were discussed during the budget process to better align staff with organizational priorities.
- Pay ranges were revised based on a review of salary information submitted by peer cities through the Mid-America Regional Council (MARC) Compensation Survey System.
- Ranges for exempt positions were adjusted for compliance with expected changes in federal laws regarding minimum compensation.
- Ranges were evaluated for wage compression between subordinate and supervisory positions.

The ordinance can be viewed by following this [link](#)<sup>4</sup> and navigating to page 183.

#### Fewson Fund Policy

In 1998, Parkville resident George W. Fewson left a portion of his estate in trust to the City of Parkville for the purpose of establishing a project fund. The will stipulated that earnings from the fund were to be distributed so that one-half of the earnings would be given to the City for “general projects of the City,” which the City has interpreted to mean projects of a capital improvements nature. The remaining one-half was to be returned to the project fund principal. In 2010, in order to reduce administrative fees and eliminate income taxes on the fund’s earnings, the trust was dissolved and the City assumed responsibility for the Fewson Fund as a governmental special revenue fund (Ord. No. 2534). The Fewson Fund funds or finances capital projects of the City of Parkville.

#### Parkville Police Community Assistance Fund

In 2010 a fund was created by members of the Parkville Police Department and one donor to assist children and families in need during the Christmas season. The children and families were identified by the Park Hill School District and through contacts with members of the police department.

The initiative has continued with great success and continues to grow with citizen participation and increased donations yearly. While the main benefactor of the fund is the “Shop with a Cop” program, the fund is intended for other assistance programs similar in nature at the discretion of the Chief of Police. In 2015 the policies behind this program were formalized into the following:

- Promote good community relations between members of the Parkville Police Department and citizens in the Parkville area.
- Provide assistance to citizens at a time of need. Assistance may include, but not be limited to, the provision of goods and services but will not include cash.
- The primary objective is to fund the “Shop with a Cop” program that provides gifts to children and families in need during the Christmas season.

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<sup>3</sup> Link location: <http://parkvillemo.gov/download/board-agendas/BoA%20Packet%20120214.pdf>

<sup>4</sup> Link location: <http://parkvillemo.gov/download/board-agendas/BoAPacket120115.pdf>

- Other assistance programs similar in nature to “Shop with a Cop” may be implemented at the discretion of the Chief of Police.
- Allow department members and other citizen volunteers an opportunity to give back to the community.

The full policy can be viewed by following this [link](#)<sup>5</sup>

#### Purchasing Policy

The purpose of the policy is to broadly define procurement procedures to follow based on the type of good or service being acquired. The policy includes general purchasing rules and requirements, revised levels of purchasing authority, a section regarding the disposal of city assets, and references to standard contract and bidding documents for a variety of projects and purchases.

A copy of the purchasing policy can be obtained by contacting Parkville City Hall.

#### Miscellaneous Expense Authorization and Reimbursement Policy

In 2015 the Miscellaneous Expense Authorization and Reimbursement Policy was adopted to ensure accountability and outline proper record-keeping and approval levels for reimbursement of miscellaneous expenses, including non-intrinsic memento-type gifts, other gifts of a minor nature, flowers, and City business related meals involving non-City employees.

The policy can be viewed by following this [link](#)<sup>6</sup> and navigating to page 76.

#### Rate Increase for the Parkville Sewer Utility

To support the operating budget and six-year CIP, a 2.5% sewer rate increase was adopted for 2016. A 3% rate increase was implemented in 2015. The impact to the average residential household of a 2.5% rate increase in 2016 is approximately \$0.93 per month. This rate increase will allow the City to implement the proposed capital projects and to preserve working capital equal to the target established in the reserve policy of 90 days of operating reserves plus one year of debt service payments.

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<sup>5</sup> Link location: <http://parkvillemo.gov/wp-content/uploads/2015/09/Parkville-Police-Community-Assistance-Fund-Administrative-policy.pdf>

<sup>6</sup> Link location: <http://parkvillemo.gov/download/board-agendas/BoAPacket120115.pdf>

## Detailed Financials

### In this section:

*This section presents the 2016 budget by department and line item. Audited 2013 and 2014 financials and unaudited 2015 financials are included for comparison. Helpful graphs are provided as a visual aid prior to the spreadsheets to illustrate where staff time and taxpayer resources were spent in 2015 and also where they are being directed in 2016.*

### General Fund (10)

Revenues

Expenses

Administration (501)

Police Department (505)

Municipal Court (510)

Public Works (515)

Community Development (518)

Streets Division (520)

Parks Division (525)

Nature Sanctuary Division (535)

Public Information (540)

Information Technology (555)

Capital Improvement Program (CIP) (560)

Debit Service Funds (21-24, 30)

Sewer Fund (30)

Transportation Fund (40)

Fewson Fund (45)

Economic Development (46)

Emergency Reserve Fund (50)

Nature Sanctuary Donation Fund (60)

Park Donations Fund (63)

Projects Fund (95)

**PLEASE NOTE: REVENUE PROJECTIONS AND REVENUE BAR CHARTS INCLUDE BEGINNING FUND BALANCES AS REVENUE. REVENUE PIE CHARTS DO NOT INCLUDE BEGINNING FUND BALANCES AS REVENUE.**

## General Fund

The general fund is the primary operating fund of the City of Parkville. The General Fund is used to account for resources traditionally associated with government which are not required by law or by sound financial management practice to be accounted for in another fund. The General Fund accounts for resources devoted to financing the general services that the City performs for the citizens of Parkville. The primary sources of revenue for the General Fund include taxes (property and sales tax are the largest contributors), licenses, permits, franchise fees, court revenue, interest income, and other miscellaneous revenues. The General Fund is split into various departments and divisions. These include Administration, Police, Municipal Court, Community Development, Public Works, Streets, Parks, the Parkville Nature Sanctuary, Public Information, Information Technology (IT), and Capital Outlay. Please note that in 2015, capital outlay items were consolidated into their own division for better year to year analysis of capital spending. The result is that the detailed expenses from budget documents prior to 2015 will not correlate precisely with the current document.

REVENUES – The budget reflects the belief that income will remain stable during the fiscal year. Revenues are budgeted conservatively using past actual data and current economic conditions as a working guide.

EXPENSES – Expenses are projected as accurately as possible. Department heads are expected to maintain control of all expenses within their respective departments. Furthermore, the Board follows its constitutional responsibility to monitor and approve all expenses.

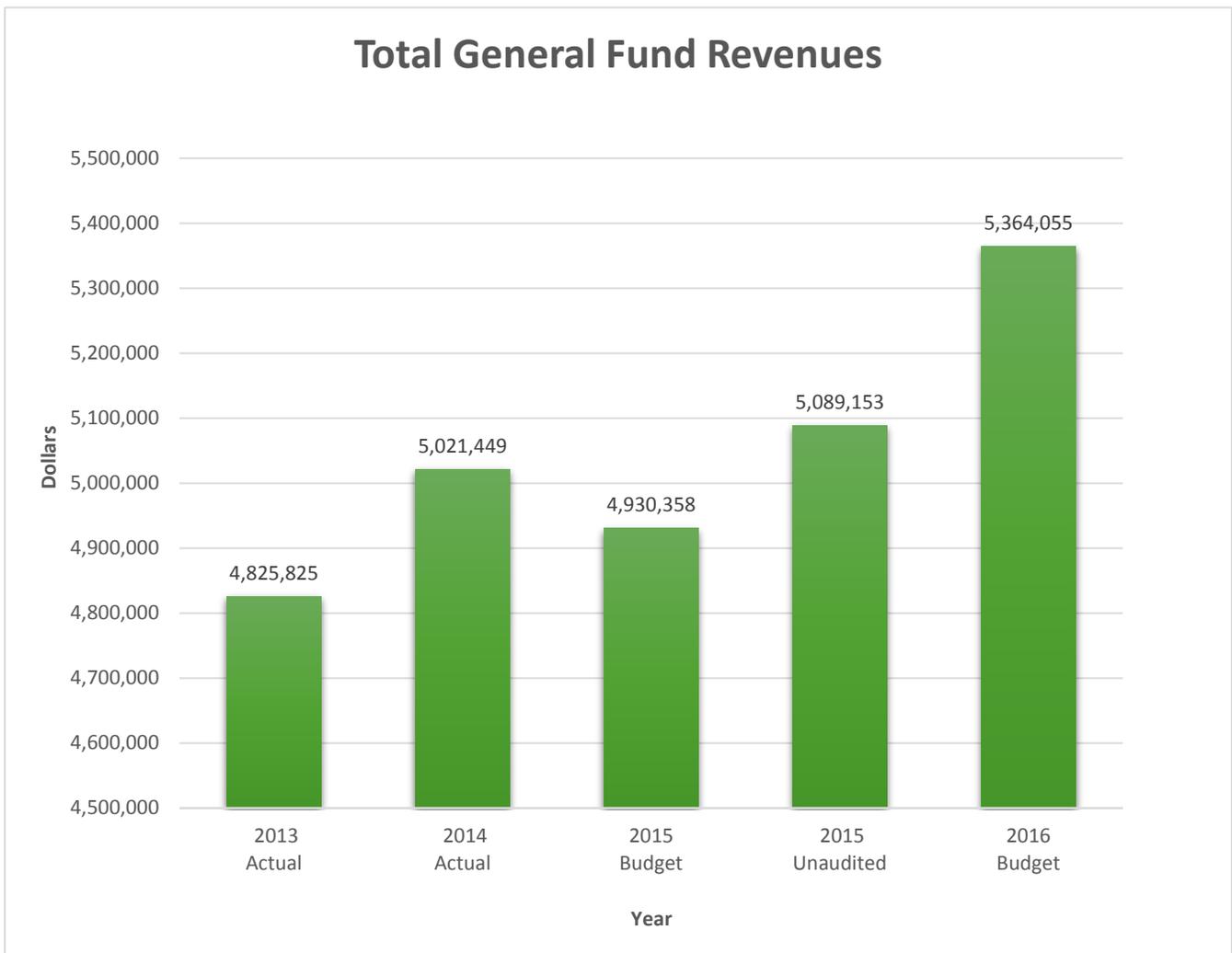


*Parkville Spirit Fountain*

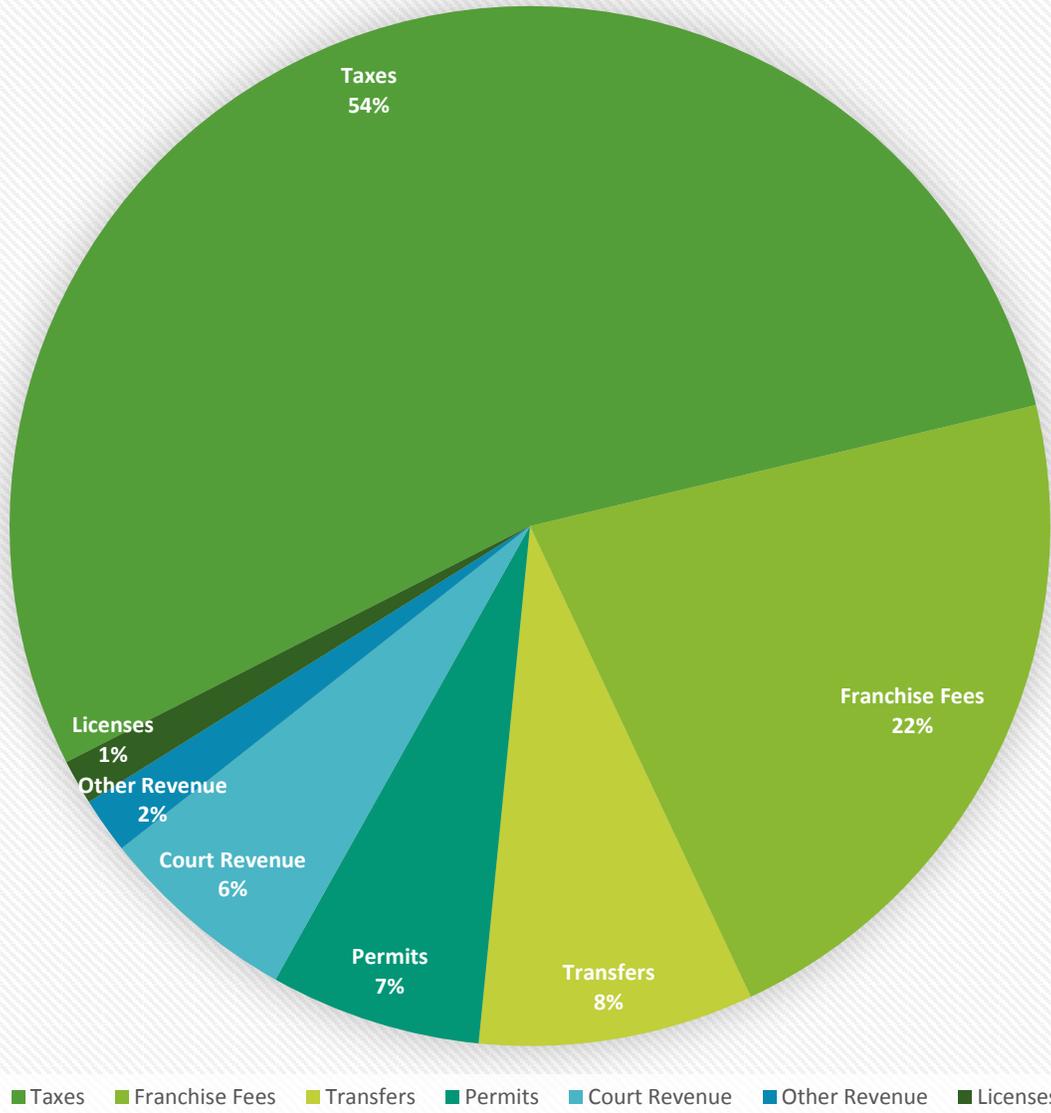
### Revenues

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Revenues</b>	4,825,825	5,021,449	4,930,358	5,089,153	5,364,055

Property tax is one of the two largest revenue sources in Parkville’s General Fund. Owners of real and personal property in the City of Parkville pay an annual property tax which is calculated by multiplying the assessed valuation of the property by the overall mill levy. The other major source of revenue in the General Fund is sales tax. The City levies a 1% general sales tax on purchases made within City limits and paid by customers at Parkville businesses. Other taxes, licenses, permits, franchise fees, court revenue, interest income, and miscellaneous revenues also contribute to the General fund revenue.



## 2016 Budget Revenues by Category



Category	Taxes	Franchise Fees	Transfers	Permits	Court Revenue	Other Revenue	Licenses
Budget Revenues	2,159,187	874,000	343,530	263,415	250,000	69,944	56,160

General Fund (10) Revenues								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
	Beginning Fund Balance	Projected carryover from prior year.		374,112	738,327	1,006,217	1,137,653	1,347,819
Taxes	Real & Personal Property Taxes	Real and personal property taxes collected on property within city limits.	41001-00	888,026	904,003	920,600	921,072	941,387
	Penalties	Penalties charged on outstanding property taxes.	41002-00	4,474	4,351	4,500	3,096	4,500
	Corporate Merchants & Manufacturing	Disbursement of county tax collected to replace lost revenues from the merchants and manufacturing personal property tax exemption.	41003-00	141,599	137,763	140,000	146,270	147,000
	Financial Institution Tax	Disbursement of state tax on financial institutions located within the city.	41004-00	1,224	1,261	1,000	2,065	2,000
	Vehicle Tax	A fee charged for every vehicle registered within city limits.	41005-00	23,703	24,493	24,500	25,192	24,800
	Sales Tax	The City levies a 1% sales tax on purchases made within City limits.	41401-00	846,520	929,047	920,000	942,513	970,000
	Motor Vehicle Sales Tax	Sales taxes levied on the purchase of motor vehicles by citizens of Parkville.	41402-00	37,547	42,619	42,000	45,808	46,000
	Motor Vehicle Fees	Fees paid for motor vehicles.	41403-00	23,074	23,462	23,500	24,160	23,500
<b>Total Taxes</b>				<b>1,966,167</b>	<b>2,066,998</b>	<b>2,076,100</b>	<b>2,110,178</b>	<b>2,159,187</b>
Licenses	Dog Licenses (Tags)	License fee charged for each dog owned by a resident. The fee is \$10/year for each spayed/neutered dog and \$15/year for each non-spayed/neutered dog.	41101-00	805	994	1,870	1,983	1,950
	Occupational Licenses	The license fee charged to maintain, operate, or conduct a business within City limits.	41102-00	23,069	32,699	35,326	35,833	33,835
	Late fees on Occ. Licenses	Late fee assessed on occupational licenses.	41102-02	100	250		500	
	Peddlers License	License fee charged for peddlers and solicitors.		40			700	650
	Liquor Licenses	The license fee charged to any business that manufactures, brews, sells or distributes alcoholic beverages.	41104-00	15,893	13,526	17,265	18,878	18,225
	Credit Card Processing Fees	Surcharge applied to credit/debit card transactions to cover processing costs. Combined with line 41112-00.	41111-00		355	3,000	1,670	1,500
<b>Total Licenses</b>				<b>39,907</b>	<b>47,824</b>	<b>57,461</b>	<b>59,563</b>	<b>56,160</b>
Permits	Building Permits	Permit fees charged for construction on any property in the City.	41201-00	151,544	261,972	220,000	212,814	220,000
	Occupancy Permit	Fee for occupancy inspections not otherwise associated with a building permit.	41201-01	400	800	2,500	850	1,500
	Sign Permits	Permit required for any sign erected in the City. Included in Building Permits above until actuals are known.	41202-00	895	540		890	
	Electrical Permits	Permit required for any electrical work. Included in Building Permits above until actuals are known.	41203-00	397	170			
	Alarm Permit	Permit required for alarm installation. Included in Building Permits above until actuals are known.	41203-01		739			
	Plumbing Permits	Permit required for plumbing work. Included in Building Permits above until actuals are known.	41204-00		57			
	Development Permits	Permit fee to (re)develop any property.	41205-00	450	2,033	1,500	1,650	1,515
	Public Improvement Fees	Fee charged on public improvement projects to cover staff time and materials.	41205-01	54,998	51,553	30,000	33,604	30,300
	Rezoning Permits	Fee charged for rezoning permits. Included in Building Permits above until actuals are known.	41206-00	1,081	1,200		900	
	Subdivision Permit Fees	Fee charged for subdivision permits. Included in Building Permits above until actuals are known.	41207-00		1,505		4,468	
	Board of Zoning Adjustment Application Fees	Fee charged for applications to the Board of Zoning adjustment for variances, exemptions, and appeals.	41208-00	300			300	
	Conditional Use Permits	Permits issued subject to certain conditions stipulated by the Board of Aldermen. Included in Building Permits above until actuals are known.	41209-00	300	1,940		600	
	Grading/Public Works Use Permits	Permits issued to alter the grade of land or work in the City's right-of-way. Included in Building Permits above until actuals are known.	41210-00	210	115		75	
	Plan Reviews	Fee for commercial and residential plan reviews.	41211-00		5,090	10,000		10,100
Special Event Permit	No longer used. Permit required to host an event in the city. Now included in ELP Park Event Reservations	41209-01		3,675		50		
<b>Total Permits</b>				<b>210,575</b>	<b>331,390</b>	<b>264,000</b>	<b>256,201</b>	<b>263,415</b>

General Fund (10) Revenues								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Franchise Fees	Telecom Franchise	All telecom companies are charged a franchise fee equal to 5% of gross receipts.	41301-00	237,859	215,381	220,000	199,074	210,000
	Missouri Gas Energy	The gas utility franchise license fee is 5% of gross receipts.	41302-00	117,843	121,539	122,000	126,569	128,000
	Missouri American Water	The water utility franchise license fee is 5% of gross receipts.	41303-00	131,037	119,865	125,000	113,853	125,000
	KC Power & Light	The electricity utility franchise license fee is 5% of gross receipts.	41304-00	293,051	306,966	300,000	319,967	330,000
	Martin Marietta Stone Royalties	Stone royalties are \$0.03 per ton of limestone physically removed from the mine.	41305-00	12,131	15,230	18,000	15,106	15,000
	Cable/Video Service Franchise	The cable/video service franchise fee is 5% of gross receipts.	41306-00	73,979	122,346	66,000	65,835	66,000
<b>Total Franchise Fees</b>				<b>865,901</b>	<b>901,327</b>	<b>851,000</b>	<b>840,404</b>	<b>874,000</b>
Other Revenue	Farmers Market	Fees paid for stall rentals at the farmers market.	41501-00	3,125	1,000	1,000	1,030	1,061
	Park Shelter Reservations	Fees paid to reserve shelters at English Landing Park.	41504-00	12,675	11,788	12,000	11,535	12,000
	Sports Field Reservations	Fees paid to reserve the athletic fields at English Landing Park.	41504-01	3,100	4,234	4,000	4,610	4,500
	ELP Park Event Reservations	Fees paid to host events at or around English Landing Park.	41504-02	9,380	12,785	10,500	15,221	15,000
	PLP Park Event Reservations	Fees paid to host events at or around Platte Landing Park. Included in ELP Park Event Reservations above until actuals are known.	41504-03			1,000		
	Nature Sanctuary Programs	Fees paid for events and programming at Parkville Nature Sanctuary properties.	41505-01		2,850	2,700	2,700	2,700
<b>Total Other Revenue</b>				<b>28,280</b>	<b>32,657</b>	<b>31,200</b>	<b>35,096</b>	<b>35,261</b>
Court Revenue	Fines	Fines collected from City ordinance violations.	41601-00	250,868	260,790	261,000	217,455	250,000
	CVC Reports	Collection fee for the Crime Victims Compensation reports. Included in Fines above until actuals are known.	41602-00	620	634		526	
	Appointed Attorney Reimbursement	Money received to reimburse cost of attorney for qualified defendants. Included in Fines above until actuals are known.	41602-01	2,098	3,666		3,119	
	Boarding of Prisoners Reimbursement	Money received to reimburse expense of boarding prisoners at the County prison. Included in Fines above until actuals are known.	41602-02	1,960	2,035		661	
	Police Reports	Fee charged to produce police reports upon request. Included in Fines above until actuals are known.	41603-00	2,365	2,810		3,368	
<b>Total Court Revenue</b>				<b>257,910</b>	<b>269,935</b>	<b>261,000</b>	<b>225,128</b>	<b>250,000</b>
Interest Income	Interest Income	Interest earned from general fund investments.	41701-00	18,153	6,626	7,000	7,623	8,000
<b>Total Interest Income</b>				<b>18,153</b>	<b>6,626</b>	<b>7,000</b>	<b>7,623</b>	<b>8,000</b>
Miscellaneous	Miscellaneous	Money received from various sources that do not fall into any other category.	41801-00	19,715	9,386	10,000	14,012	10,000
	Meeting Videos	No longer used. Money received from the sale of meeting videos. Now included in Miscellaneous.	41801-02	15				
	Rebates	Money received from product rebate claims.	41801-03	2,465	778		461	
	Leased/Owned Properties	Revenue from City-owned properties with lease arrangements made with outside organizations, such as the Chamber of Commerce, Parkville EDC, and the City Farm Ground. 2012 excess due to sale of Wall Street property.	41802-00	4,920	9,915	5,880	6,315	5,880
	FEMA Flood Reparations	Disaster recovery funds received from FEMA.	41803-99				15,803	
	Sale of Vehicles & Equipment	Revenue generated from the sale of City-owned vehicles and equipment.	41805-00	2,819		10,000	10,750	8,000
	Insurance Claim Reimbursement	Reimbursements for insurance claims, workers compensation, etc.	41807-01	683	14,216		8,648	
	P.O.S.T. Monies	Any P.O.S.T. certified training reimbursement.	41808-00	1,733	1,303		1,689	1,303
	Newsletter Advertising	No longer used. Money received from advertisers for space in the City newsletters. The City's newsletters are fully funded by this advertising. Contracted with the Platte County Citizen for newsletter services in fall 2015.	41801-05		4,250	4,000	2,550	
<b>Total Miscellaneous</b>				<b>32,350</b>	<b>39,849</b>	<b>29,880</b>	<b>60,229</b>	<b>25,183</b>

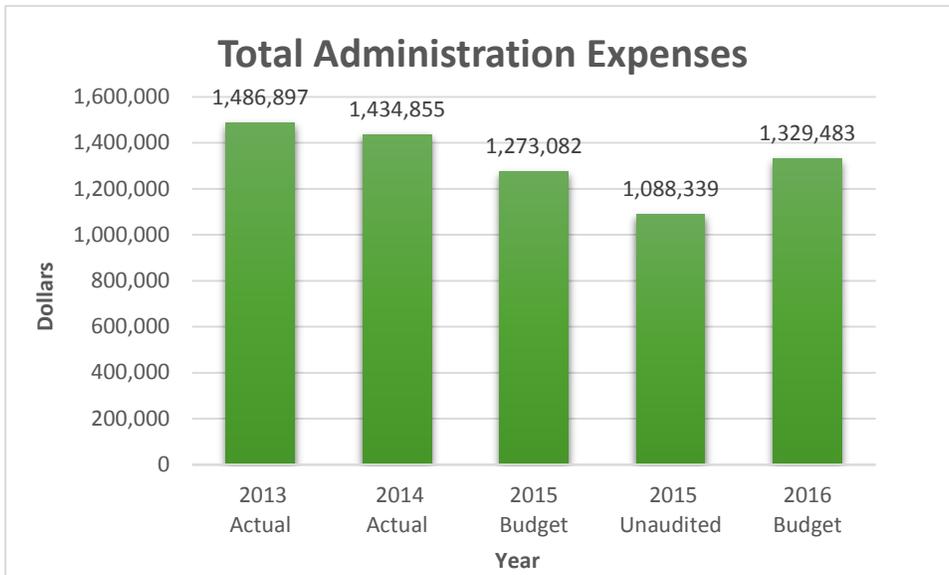
General Fund (10) Revenues								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Grants	Safe Routes to School Grant	No longer used. Safe Routes to School Grant for the purchase of speed detection equipment, safety education and enforcement.	41804-06	4,594				
	Bulletproof Vest Grant	Grant for bulletproof vests for police department.	41804-07		690		345	1,500
	Other Grants	Grant money received from other miscellaneous sources.	41804-09		3,147		8,482	
	<b>Total Grant Revenue</b>				4,594	3,837	-	8,827
Transfers	Transfer from Transportation Fund	Fund transfer to reimburse General Fund for transportation-related expenses.	41901-00	625,000	355,000	245,000	245,000	240,000
	Sewer Administrative Fee	Fee from Sewer Fund for salaries and various administrative functions relating to the Sewer Fund and operations, includes sewer billing service.	41903-00	100,000	100,000	101,500	101,500	103,530
	Transfer from Projects Fund	No longer used. Transfer from Projects Fund from 2012 carryover.	41904-00	280,000	80,749			
	Transfer from Equipment Fund	No longer used. Transfer of the remaining balance of the dormant Equipment Fund.	41905-00				1,751	
	Transfer from Nature Sanctuary Fund	No longer used. Transfer from Nature Sanctuary Fund for use in the Nature Sanctuary Division.	41907-00	5,000				
	Transfer from Health Insurance Fund	No longer used. Refund for prior employer contributions upon close out of the Health-Insurance Fund.	41908-00		46,870			
	Transfer from Sewer Special Assessments Fund	No longer used. Transfer from Sewer Special Assessments Fund to close out fund.	41909-00	14,595	61			
	Transfer from Other Donations Fund	No longer used. Transfer from Other Donations Fund to close out fund.	41910-00	3,281				
<b>Total Transfers</b>				1,027,876	582,680	346,500	348,251	343,530
<b>Total General Fund (10) Revenues</b>				<b>4,825,825</b>	<b>5,021,449</b>	<b>4,930,358</b>	<b>5,089,153</b>	<b>5,364,055</b>

## Administration Department

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Expenses</b>	1,486,897	1,434,855	1,273,082	1,088,339	1,329,483

The Administration Department includes the Mayor and Board of Aldermen, City Administrator, City Clerk, Finance and Human Resources staff, and the Parkville Nature Sanctuary. The Administration Department manages the City of Parkville’s budget creation process, accounts payable, financial statements, payroll, accounts management, special assessments, business licensees, and other various licensing for the City. The budget increase from 2015 to 2016 is primarily the result of an increase in the transfer to the emergency reserve fund and organizational changes that added .5 FTE to the Administration Department.

The City Administrator is appointed by the Mayor with the consent of the Board of Aldermen. The City Administrator serves at the pleasure of the Board. The City Administrator is responsible for managing the day-to-day operations of the City and is responsible for the enforcement of all policies, laws, and ordinances set by the Board of Aldermen. The Administrator makes recommendations to the Mayor and



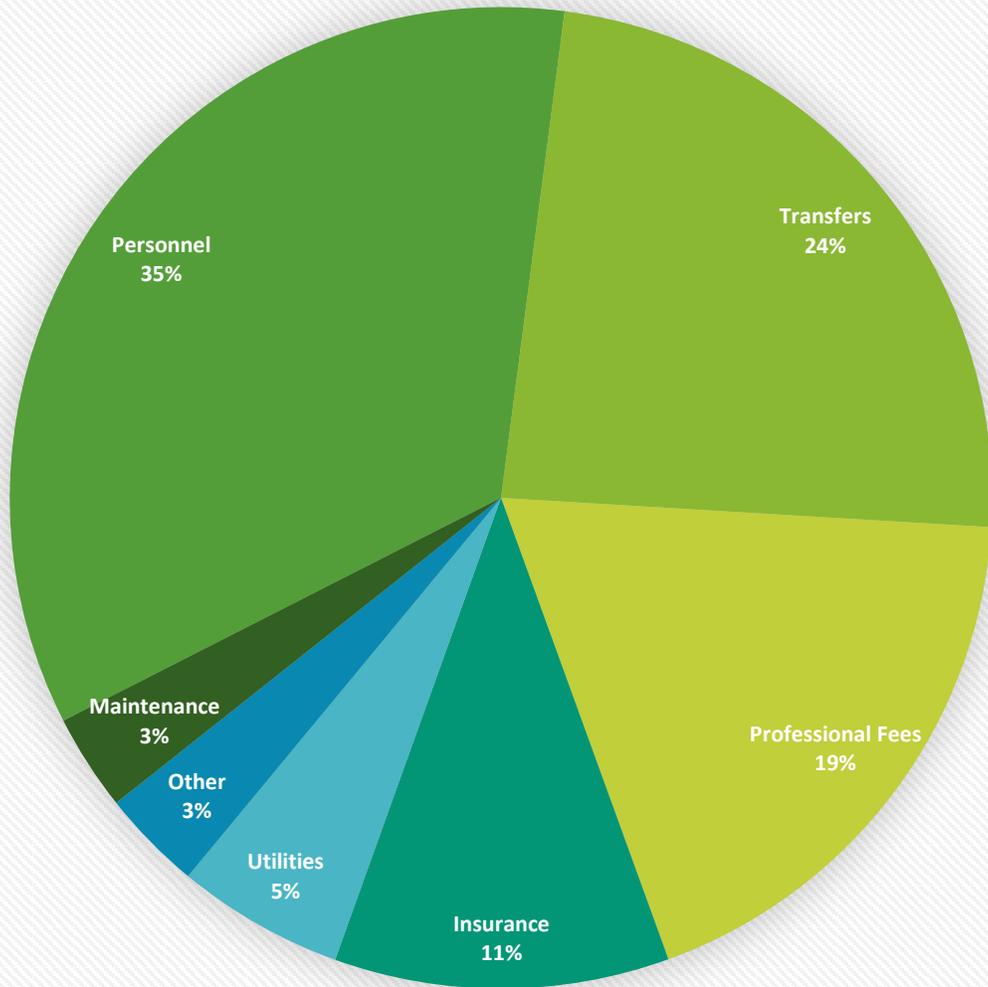
Board of Aldermen as appropriate concerning the operation, affairs, and future needs of the City; participates in Board meetings without the right to vote; and keeps the Board advised on the operation, finances, and needs of the City.

The City Clerk is the custodian for all official records including official actions of the Board of Aldermen, administers

oaths of office, processes various licenses, serves as the City's election official, and maintains records of appointments to City boards and committees.

The Finance/Human Resources Director operates the City’s Finance department, which includes, but is not limited to accounting, revenue forecasting, budgeting, payroll, debt management, and accounts payable/receivable. The Director also oversees the City’s human resources and employee relations program. This includes recommendations to the City Administrator regarding the hiring process, personnel training, and providing recommendations on city policies and procedures that are necessary to comply with changing labor laws.

## 2016 Budget Administration Expenses by Category



■ Personnel   
 ■ Transfers   
 ■ Professional Fees   
 ■ Insurance   
 ■ Utilities   
 ■ Other   
 ■ Maintenance

Category	Personnel	Transfers	Professional Fees	Insurance	Utilities	Other	Maintenance
Budget Expenses	459,598	317,500	246,120	146,499	73,270	44,296	42,200

General Fund (10) Administration (501)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Personnel	Salaries	The total salaries for Administration employees. A portion of staff salaries are covered by the Sewer Administrative Fee, as related to sewer work performed.	01-01-00	224,025	286,777	297,608	287,289	326,252
	Overtime	Any additional salary payment over the base rate of pay for department employees.	01-03-00	247				1,500
	Miscellaneous Obligations	Miscellaneous settlements and similar obligations.	01-05-00	30,000				
	Mayor and Aldermen	Annual salary for Mayor (\$14,400/year). Annual salary for Aldermen (\$5,400/year per Alderman).	01-11-00	57,602	57,703	57,600	54,957	57,600
	FICA & Medicare	This is the City's share of FICA & Medicare cost for its employees.	01-21-00	23,005	25,840	26,785	25,561	26,826
	Retirement	The City's LAGERS contribution for 2016 is 5.9% of general employee salaries. Includes ICMA-RC Retirement contribution per City Administrator contract.	01-22-00	8,491	15,421	23,300	22,283	25,820
	Board of Aldermen Allowance	No longer used. Elected officials used to receive a monthly allowance of \$45. This allowance was eliminated in 2015 to add miscellaneous funding for reimbursements for eligible city related business expenditures.	01-32-00	4,860	4,860		1,170	
	City Administrator Auto Allowance	City Administrator auto allowance (\$100/month).	01-33-00	2,521	1,200	1,200	1,200	1,200
	Membership Fees & Dues - Mayor and Board of Aldermen	The fees associated with membership to organizations for the Mayor and Board.	01-40-00	994	411	1,000	1,090	1,000
	Membership Fees & Dues - Administrative Staff	The fees associated with membership to organizations for Administration employees.	01-41-00	5,758	1,742	2,970	1,582	2,900
	Professional Development - Administrative Staff	Cost of educational seminars and conferences attended by Administrative employees.	01-41-02	3,950	10,770	11,320	10,394	11,000
	Professional Development - Mayor and Board of Aldermen	Cost of educational seminars and conferences attended by elected officials.	01-41-03	3,033	1,236	5,850	2,253	5,500
<b>Total Personnel</b>				<b>364,487</b>	<b>405,961</b>	<b>427,633</b>	<b>407,779</b>	<b>459,598</b>
Insurance	Liability	Premium payment for the City's liability insurance.	02-01-00	65,763	88,264	90,000	64,544	68,000
	Insurance Deductible	Any insurance claim has \$5,000 or \$10,000 deductible. This is a budget placeholder, claims will be recorded to the appropriate department.	02-01-01		2,168	20,000	-	20,000
	Health, Life, & Dental	The City offers health, dental, and life insurance to its employees and subsidizes a portion of the premium. Reflects premium increases for employees.	02-02-00	27,191	22,854	27,930	36,053	36,499
	Workers Compensation	The workers compensation premium that covers all Administration employees.	02-03-00	(7,111)	1,246	1,650	699	1,500
	Unemployment	This covers the cost of any unemployment insurance claims for the Administration Department.	02-04-00	3,840		2,500		2,500
	Property Insurance	Premium payment for the City's property insurance.	02-05-00	17,674	18,533	20,959	11,364	18,000
<b>Total Insurance</b>				<b>107,357</b>	<b>133,065</b>	<b>163,039</b>	<b>112,659</b>	<b>146,499</b>
Utilities	Telephone & Voicemail	Charges for local and long distance telephone service for City Hall.	03-01-00	6,038	6,376	6,000	5,455	6,000
	Electricity	Electric utility charges for City Hall.	03-02-00	43,688	56,392	55,000	51,759	58,500
	Water	Water utility charges for City Hall.	03-04-00	5,297	5,940	6,000	4,925	6,250
	Mobile Phones	Cellular phone stipend for the staff person assigned public information duties (\$10/month).	03-05-00			120	110	120
	Train Depot Utilities	No longer used. All utility charges for the Train Depot. The Train Depot is currently under a lease agreement. Utilities are paid by the tenant.	03-07-00	8,696	7,727			
	Cable	Internet charges for City Hall.	03-08-00	2,100	1,925	2,100	2,133	2,100
	Trash Hauling/Recycling	Trash and recycling pickup fee for City Hall (\$300/year).	03-09-00	225	300	300	300	300
<b>Total Utilities</b>				<b>66,043</b>	<b>78,660</b>	<b>69,520</b>	<b>64,682</b>	<b>73,270</b>

General Fund (10) Administration (501)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Capital Exp.	Office Equipment	No longer used. For the purchase of a copy machine or any large item such as a scanner, etc. Moved to CIP.	04-21-00	10				
	Lease Purchase - Office Equipment	Lease of the postage machine.	04-22-00	957	1,233	1,025	825	1,200
	<b>Total Capital Expenses</b>				967	1,233	1,025	825
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	This includes items such as stationery, pens/pencils, folders, etc. as well as computer accessories, meeting supplies and general consumables.	05-01-00	5,531	4,978	5,500	4,632	5,000
	Postage	All postage and shipping costs, along with any incidental charges.	05-02-00	1,132	1,381	1,500	1,313	1,350
	Printing	Expenses for printing work not performed by City personnel. This includes items such as business cards, forms, letterhead, and books.	05-04-00	893	616	600	908	700
	Publications	Purchase of books and periodicals that are pertinent to City services and/or employee performance, such as the MARC salary report.	05-05-00	174	236	200	395	250
	<b>Total Office Expenses</b>				7,729	7,211	7,800	7,248
Maintenance	Building Maintenance & Repair	Maintenance and repair charges for City Hall.	06-01-00	5,496	8,463	20,000	13,780	20,000
	HVAC Maintenance & Repair	Maintenance and repair costs associated with City Hall's HVAC unit.	06-01-01	6,329	51	2,500	1,769	2,500
	Janitorial Services/Supplies	Janitorial services contracted for the cleaning of City Hall (\$757.50/month) and the purchase of supplies such as paper towels, toilet paper, etc.	06-02-00	7,378	9,266	11,000	10,051	11,000
	Train Depot Maintenance	Costs associated with the upkeep of the Train Depot and its contents.	06-11-00	1,046	806	6,200	167	6,200
	Software Support Agreement	No longer used. Annual software maintenance for Incode, the City's accounting software program. Moved to Information Technology.	06-33-00	10,794				
	Office Equipment Maintenance	Maintenance and printing costs for the Administration copier.	06-34-00	2,324	3,012	2,750	2,325	2,500
<b>Total Maintenance</b>				33,365	21,598	42,450	28,093	42,200
City Services	Elections	The City's share of the county's cost to hold elections.	07-01-00	2,000	2,469	2,650	2,055	2,500
	Advertising/Public Notice	For any advertisements placed in local newspapers of and codification of city ordinances.	07-02-00	4,165	5,513	6,120	2,146	6,120
	Farmers Market	No longer used. The cost of managing and maintaining the Farmers Market. Operation was privatized in 2014.	07-03-00	1,967				
	Credit Card Processing Fees	Cost to process credit and debit card transactions.	07-04-00			3,000		2,000
	MARC HHW Program	The cost of participating in MARC's Hazardous Household Waste program, which allows residents to safely dispose of such waste at no charge.	07-47-00	5,776	5,776	5,800	5,776	5,776
	Friends of Parkville Animal Shelter - Animal Control	The City pays the Friends of Parkville Animal Shelter for providing animal control and kenneling services.	07-99-00	6,000	6,000	6,000	6,500	6,000
<b>Total City Services</b>				19,908	19,758	23,570	16,477	22,396

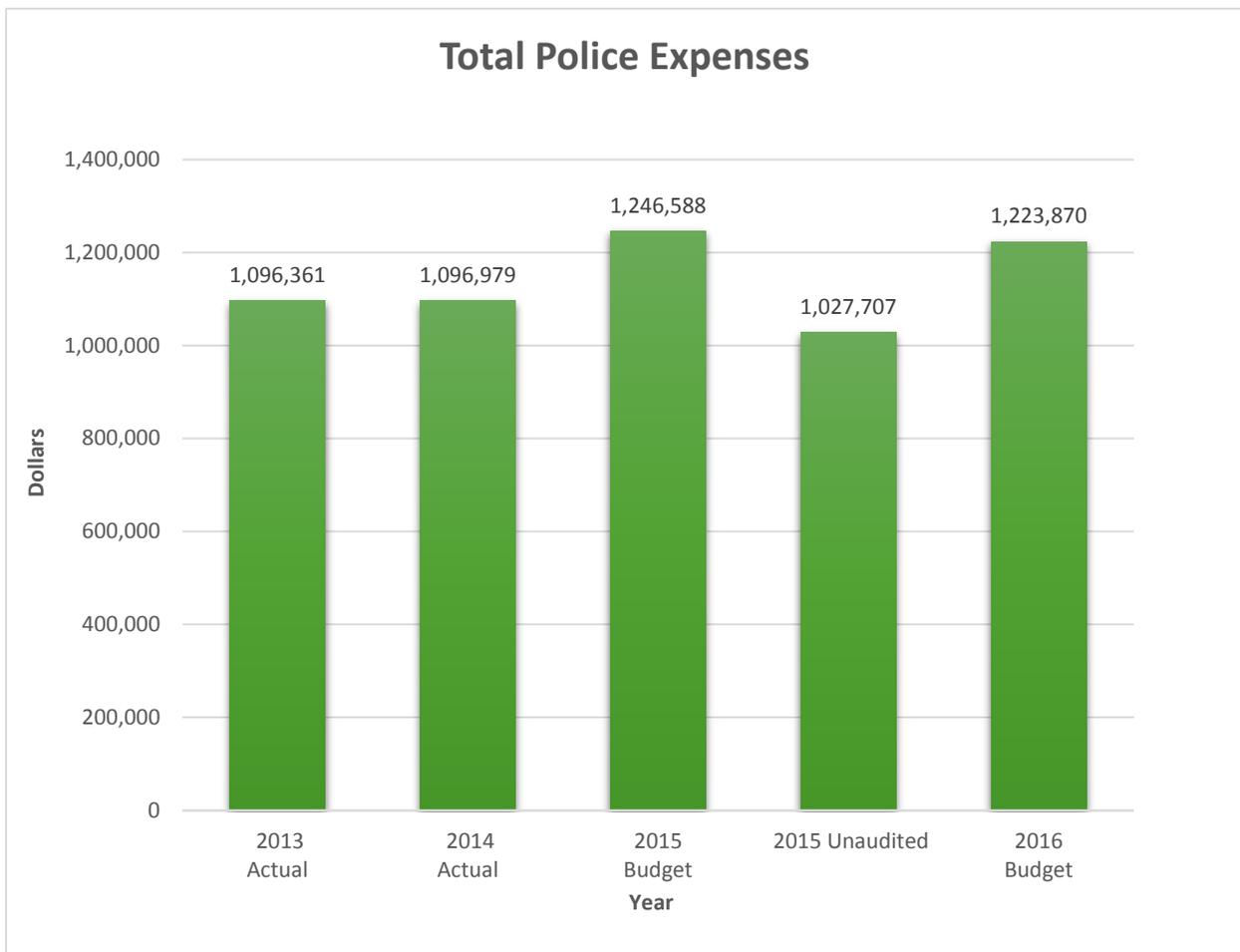
General Fund (10) Administration (501)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Professional Fees	Attorney/Legal Fees	Fees paid for services provided by the City's contracted law firm, includes monthly contracted amount (\$6,450/month) and the balance is for special services.	08-01-00	91,147	125,765	135,000	101,542	120,000
	Litigation	Legal fees arising from litigation.	08-01-01	41,408	44,621	60,000	16,913	60,000
	Auditor Fees	Fees paid for services rendered to perform the annual financial audit of the City.	08-02-00	12,000	11,040	12,000	11,520	18,120
	Professional Services	Contractual arrangements with outside professionals such as engineers, planning, executive search, etc. Includes memberships for regional and state organizations.	08-02-02	11,124	34,253	38,635	32,485	48,000
<b>Total Professional Fees</b>				155,678	215,679	245,635	162,459	246,120
Other Expenses	Holiday Decorations	The cost of hanging decorations on utility poles around the City during the holidays.	09-04-00	936	1,052	900	1,318	900
	Newsletter/Website	No longer used. For costs associated with the newsletter mailed out to residents in 2013. Moved to Public Information.	09-05-00	3,994				
	Website Maintenance	No longer used. Maintenance and upkeep charges for the City's website (www.parkvillemo.gov). Moved to Public Information.	09-05-01	523				
	Cemetery Maintenance	Maintenance of the Old Parkville Cemetery.	09-11-00	860	3,393	4,000	3,369	4,000
	Meeting Food	For food costs associated with various meetings including work sessions, Finance Committee, and executive sessions.	09-20-02	2,610	1,794	2,650	1,715	2,000
	Meeting Supplies	Miscellaneous supplies for meetings.	09-20-07	395	694	500	113	500
	Miscellaneous	Miscellaneous includes uncategorized expenses. Includes funding for elected official business meetings, speaker/volunteer acknowledgements, etc.	09-21-00	2,044	6,756	6,860	4,102	6,000
<b>Total Other Expenses</b>				11,363	13,690	14,910	10,618	13,400
Transfers	Transfer to Emergency Reserve	Transfer to Emergency Reserve Fund to cover any emergency expenses.	20-20-00	450,000	317,000	60,000	60,000	317,500
	Transfer to Debt Service	Transfer to Debt Service to cover the City's current, annual debt obligations. Change in 2016 is a result of the refunding of the 2006 COPs	20-21-00	214,000	221,000	217,500	217,500	
	Transfer to Equipment Fund	No longer used. Transfer to the Equipment Fund to cover various equipment purchases.	20-23-00	36,000				
	Transfer to Economic Development Fund	No longer used. Transfer to the Economic Development Fund to cover contractual obligations with the Parkville EDC. Now Included in 501-08-02-02.	20-24-00	20,000				
<b>Total Transfers</b>				720,000	538,000	277,500	277,500	317,500
<b>Total General Fund (10) Administration (501)</b>				1,486,897	1,434,855	1,273,082	1,088,339	1,329,483

## Police Department

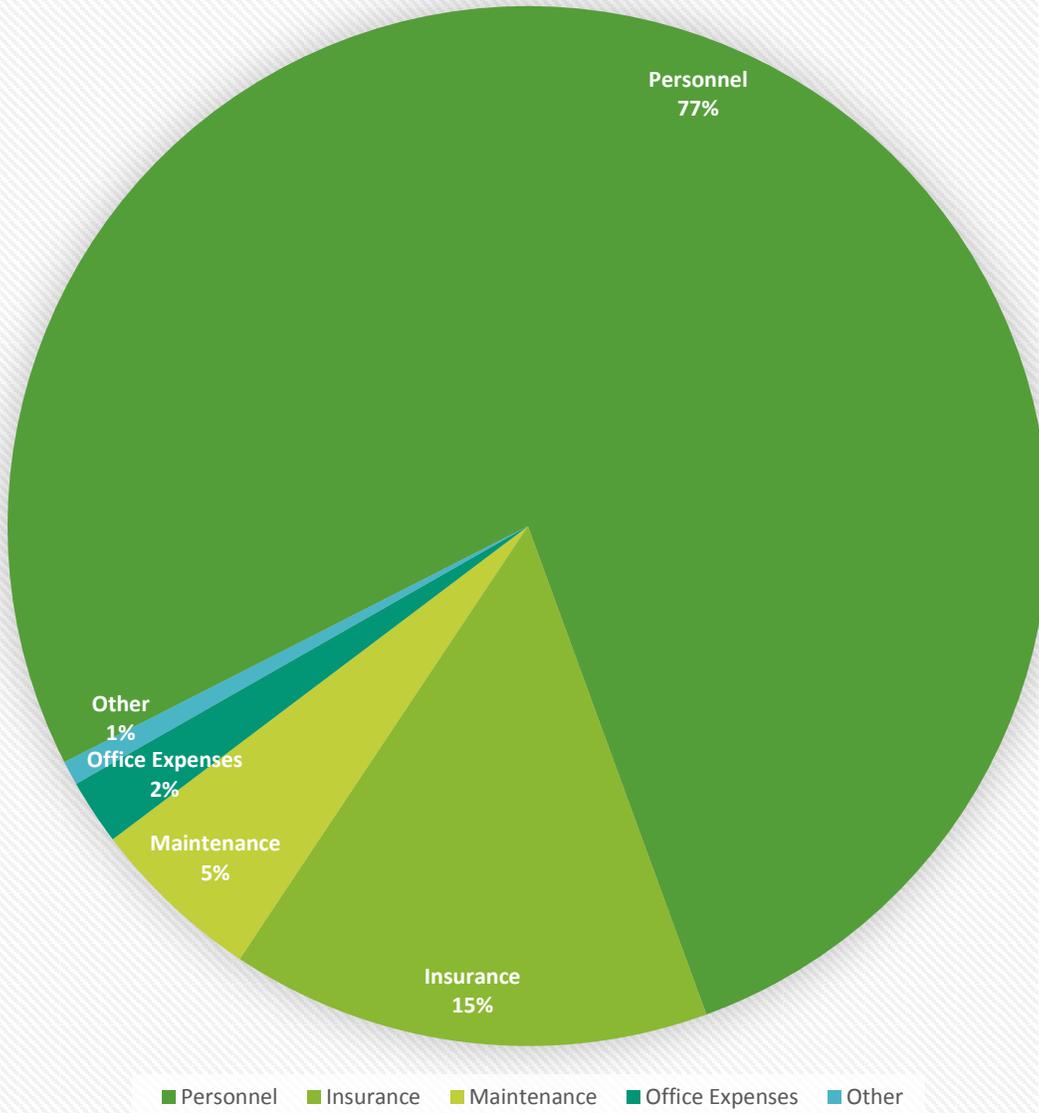
Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Expenses</b>	1,096,361	1,096,979	1,246,588	1,027,707	1,223,870

Police officers act as official representatives of government and are required and trusted to work within the law. Fundamental duties of police officers include: serving the community, safeguarding lives and property, protecting the innocent, keeping the peace, ensuring the rights of all, and most importantly being readily available to answer all calls for service. The budget increase 2015 was primarily the result of the cost of insurance. The discrepancy between the 2015 and 2016 budgeted numbers and the 2013, 2014, 2015 actual/unaudited numbers is primarily the result of position vacancies.

The Police Department is staffed 24/7 by 17 sworn and 1 civilian member: Chief of Police, Captain, Three Sergeant(s), One Detective Sergeant, 11 Patrol Officer(s), and 1 Civilian Administrative Assistant. Within the Police Department, 1 Sergeant and 3 Patrol Officer(s) are trained and equipped as a bicycle unit. In 2016, the Police Department will continue to monitor crime statistics and address any developing crime trends in a timely fashion. Personnel will continue highly visible patrols and community policing.



## 2016 Budget Police Expenses by Category



Category	Personnel	Insurance	Maintenance	Office Expenses	Other
Budget Expenses	935,932	181,438	65,300	24,750	9,200

General Fund (10) Police (505)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Personnel	Salaries	The total salaries for Police Department employees.	01-01-00	757,261	773,147	825,658	689,546	798,200
	Overtime	Any additional salary payment over the base rate of pay for department employees.	01-03-00	14,996	12,828	15,000	15,103	15,000
	FICA & Medicare	This is the City's share of FICA & Medicare cost for its employees.	01-21-00	56,506	57,131	63,533	53,582	61,457
	Retirement	The City's LAGERS contribution for 2016 is 6.7% of police salaries. The contribution for employees who are not police officers is 5.9%.	01-22-00	32,092	31,820	54,614	41,795	53,825
	Membership Fees & Dues	The fees associated with membership to organizations for Police employees.	01-41-00	550	370	950	400	950
	Professional Development	Cost of educational seminars and conferences attended by Police employees.	01-41-02	3,305	834	4,500	653	4,500
	Tuition Reimbursement	Reimbursement of educational advancement of employees.	01-43-00			2,000	578	2,000
<b>Total Personnel</b>				<b>864,710</b>	<b>876,130</b>	<b>966,255</b>	<b>801,657</b>	<b>935,932</b>
Insurance	Health, Life, & Dental	The City offers health, dental, and life insurance to its employees and subsidizes a portion of the premium.	02-02-00	122,892	101,126	124,434	122,532	140,448
	Workers Compensation	The workers compensation premium that covers all Police employees.	02-03-00	27,200	33,662	45,699	34,082	39,490
	Unemployment	This covers the cost of any unemployment insurance claims for the Police Department.	02-04-00	81	6,400	1,500	957	1,500
<b>Total Insurance</b>				<b>150,174</b>	<b>141,188</b>	<b>171,633</b>	<b>157,571</b>	<b>181,438</b>
Utilities	Telephone & Voicemail	Private line to assist with investigations or other confidential matters in the Department.	03-01-00	1,253	1,238	1,500	1,149	900
	Mobile Phones	The cost of cellular phones and coverage for Police personnel.	03-05-00	4,179	3,890	4,500	3,675	4,500
<b>Total Utilities</b>				<b>5,432</b>	<b>5,128</b>	<b>6,000</b>	<b>4,824</b>	<b>5,400</b>
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	Includes items such as stationery, pens/pencils, ink/toner, folders, etc. as well as computer accessories, meeting supplies and general consumables.	05-01-00	1,846	2,018	2,800	1,708	2,800
	Postage	All postage and shipping costs, along with any incidental charges.	05-02-00	184	200	250	170	250
	Printing	Expenses for printing work not performed by City personnel. Includes items such as business cards, forms, notices, letterhead, signage and books.	05-04-00	100	92	500	157	500
	Small Office Equipment	Items such as printers, calculators, etc.	05-20-00	50	112	1,000	395	1,000
	Equipment and Hand Tools	Any equipment or hand tools needed to carry out the work of the Police Department. Includes radars, in-car video, Kevlar vests, evidence and fingerprinting supplies, duty ammunition, Taser cartridges, radios, safety vests, batteries, keys, tools, etc.	05-21-00	2,429	3,692	7,000	7,694	9,000
	Terminal - Rejis	Service charges to access the REJIS database. Recurring monthly fee of \$2.25 per user.	05-22-01	751	1,499	1,400	1,356	1,400
	Terminal - Platte County	Service charges to access the Platte County Sheriff's database.	05-22-02	2,008	2,014	2,200	2,014	2,300
	Uniforms	Purchase of uniforms and uniform equipment for each officer.	05-31-00	2,710	3,009	7,000	5,493	7,000
	Other Purchases	Training and use of AED devices within the Department.	05-99-00	8	36	500	12	500
<b>Total Office Expenses</b>				<b>10,084</b>	<b>12,672</b>	<b>22,650</b>	<b>18,999</b>	<b>24,750</b>

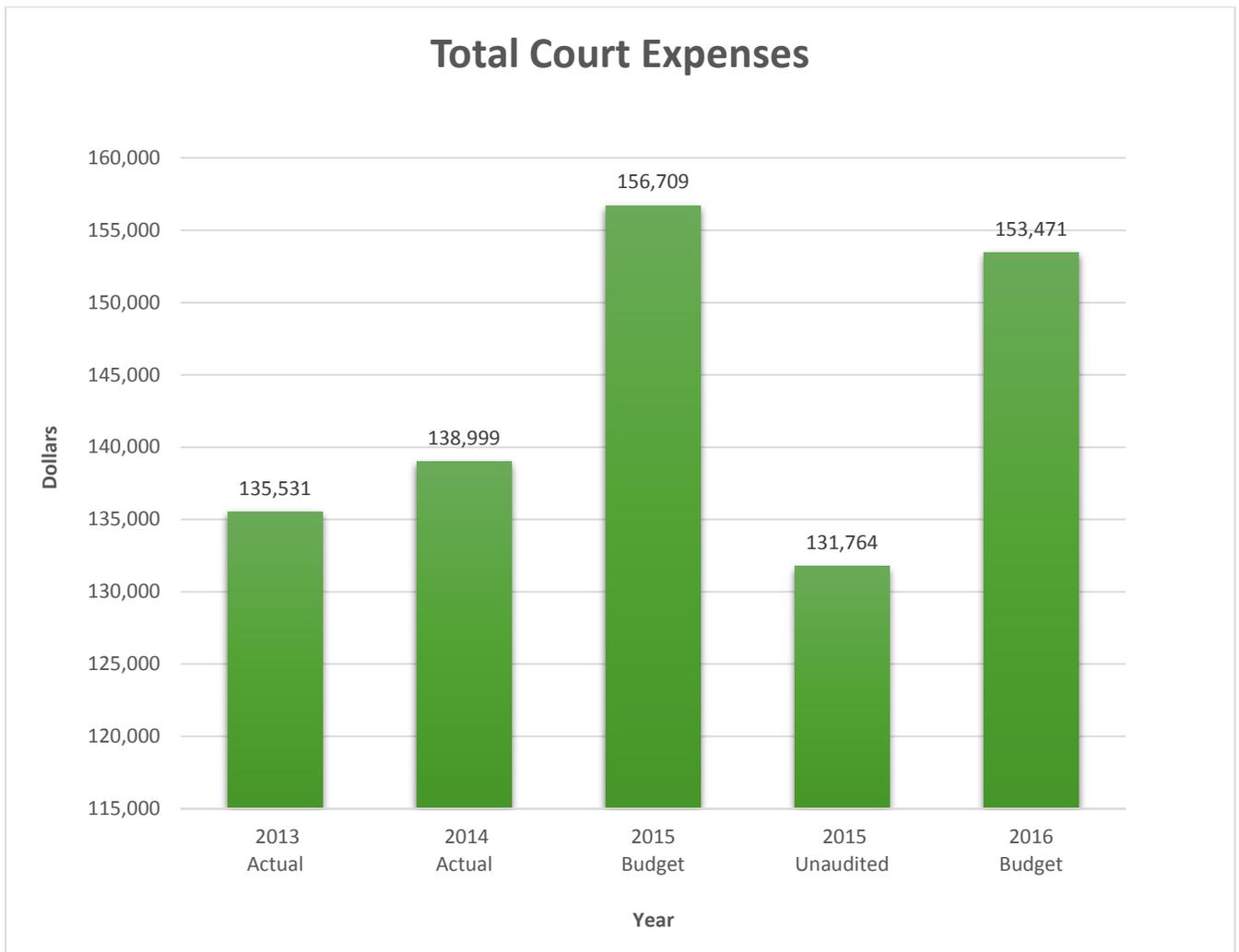
General Fund (10) Police (505)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Maintenance	Vehicle Repair & Maintenance	Maintenance and repair of police vehicles.	06-21-00	11,932	10,268	15,000	11,157	15,000
	Equipment Repair & Maintenance	Maintenance and repair of police equipment.	06-21-01	57	499	1,400	1,096	1,800
	Vehicle Gas & Oil	Fuel for Police Department vehicles.	06-22-00	45,461	44,652	50,000	25,160	45,000
	Crimestar Maintenance	Maintenance on the City's Crimestar service and TIPS Hotline Fee.	06-32-02	1,500	1,500	1,500	1,500	1,500
	Office Equipment Maintenance	Service contract/maintenance for Police Department copier.	06-34-00	813	966	1,100	1,248	2,000
<b>Total Maintenance</b>				<b>59,763</b>	<b>57,885</b>	<b>69,000</b>	<b>40,161</b>	<b>65,300</b>
City Services	Hiring Expenses	Screening tests completed before hiring new police officers as well as advertising costs to recruit new police officers for vacant positions.	07-56-00	3,570	2,442	4,000	3,455	4,000
	Crime Commission	The City's annual contribution to the Crime Commission.	07-57-00	500	500	500	500	500
	Lab Work	The cost of sending evidence out for laboratory analysis.	07-81-00		95	2,000		2,000
	Contractual Service Agreement	Payments for investigative information services rendered, Leads on Line, Medical Advisor/AED, and Accurant Information Services.	07-90-00	360	360	2,000	360	2,000
	Other City Services	Any other services performed by the Police Department not already covered. This includes the boarding of animals not covered by FOPAS agreement, including euthanasia.	07-99-00	194	128	700		700
<b>Total City Services</b>				<b>4,623</b>	<b>3,525</b>	<b>9,200</b>	<b>4,315</b>	<b>9,200</b>
Other Exp.	Miscellaneous	Miscellaneous includes uncategorized expenses.	09-21-00	74	200	350	180	350
	Harvesters-Deer Donation	This line item is used for Harvester donations for deer management.	09-21-04	1,500	250	1,500		1,500
<b>Total Other Expenses</b>				<b>1,574</b>	<b>450</b>	<b>1,850</b>	<b>180</b>	<b>1,850</b>
<b>Total General Fund (10) Police Expenses</b>				<b>1,096,361</b>	<b>1,096,979</b>	<b>1,246,588</b>	<b>1,027,707</b>	<b>1,223,870</b>

## Municipal Court

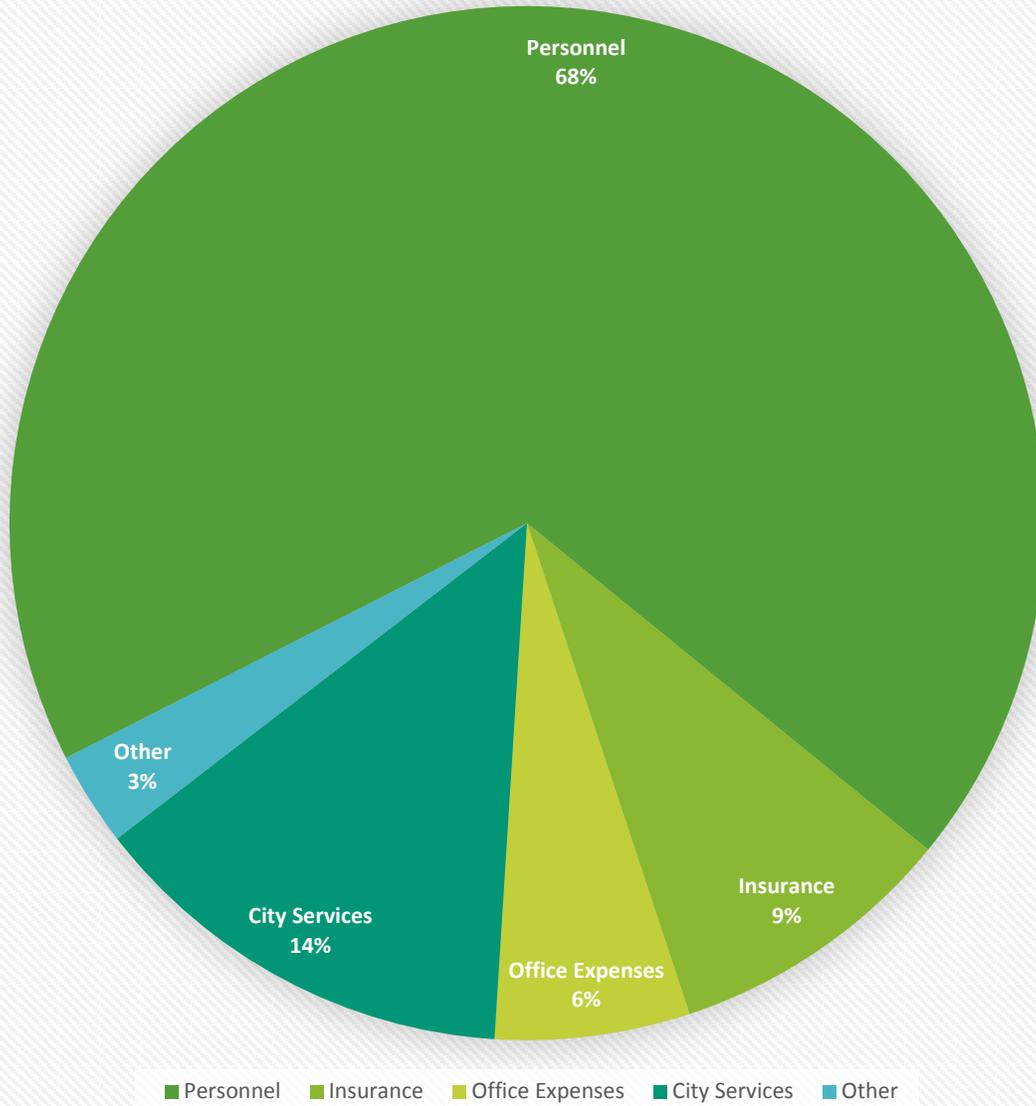
Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Expenses</b>	135,531	138,999	156,709	131,764	153,471

The Municipal Court of the City of Parkville is a division of the 6th Judicial Circuit of the State of Missouri. The court employs an elected part-time Judge, an Administrative Court Clerk, and a Part-Time Administrative Court Clerk. The Municipal Court’s primary duties include the hearing of ordinance violation cases, the supervision of fee collection, and the handling of warrants. The small budget reduction from 2015 to 2016 is primarily the result of the consolidation of the prosecutor and assistant prosecutor to one position. The 2015 unaudited numbers are below the budgeted numbers as a result of the fluctuating cost of prisoner boarding which ended up being low in 2015.

The cases heard in Municipal Court are those as set forth in the Revised Statutes of Missouri. As a division of the court system, the rules the court follows are those set forth by the Supreme Court of Missouri and by statute and ordinance.



## 2016 Budget Court Expenses by Category



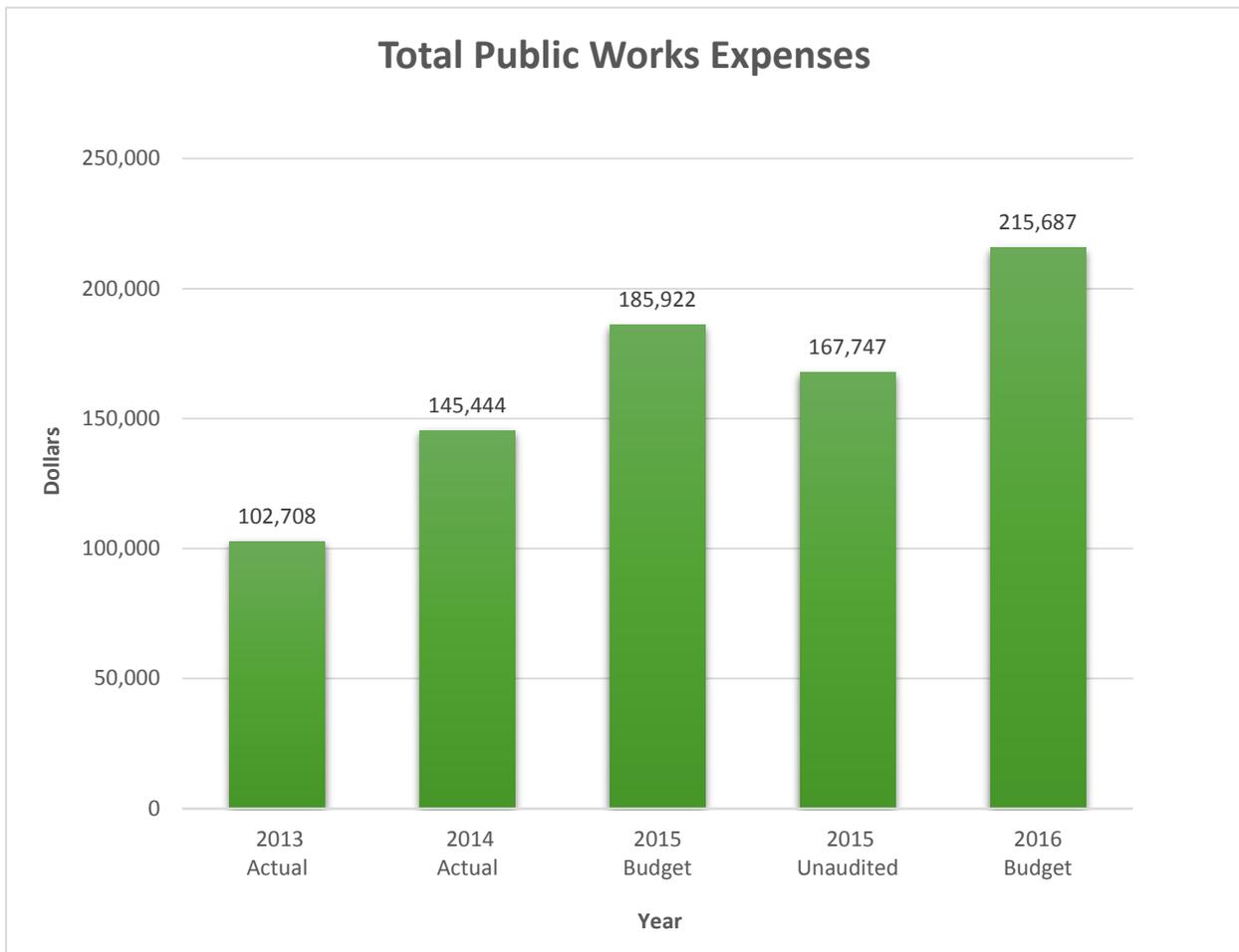
Category	Personnel	City Services	Office Expenses	Insurance	Other
<b>Budget Expenses</b>	104,941	13,860	20,800	9,350	4,520

General Fund (10) Court (510)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Personnel	Salaries	Salaries of the Court Clerk and Part-Time Court Clerk.	01-01-00	47,661	48,521	50,483	49,374	50,800
	Overtime	Any additional salary payment over the base rate of pay for department employees.	01-03-00	125	64		33	300
	Judge	Judge's annual salary.	01-11-00	18,000	18,000	18,000	17,536	18,000
	FICA & Medicare	The City's share of FICA & Medicare cost for its employees.	01-21-00	5,004	5,122	5,250	5,285	5,441
	Retirement	The City's LAGERS contribution for 2016 is 5.9% of general employee salaries.	01-22-00	1,381	1,422	2,006	2,214	2,160
	Judge Allowance	Judge's allowance (\$45/month).	01-32-00	540	540	540	495	540
	Membership Fees & Dues	The fees associated with membership to organizations for the Judge, attorneys, and Court employees.	01-41-00	400	100	500	500	500
	Professional Development	Cost of educational seminars and conferences attended by Court employees.	01-41-02	3,412	3,768	4,200	3,523	5,000
	Prosecutor	Prosecutor's annual salary.	01-51-00	22,200	22,200	22,200	17,150	15,000
	Public Defender	Public Defender's annual salary.	01-51-02	6,500	6,500	7,200	7,200	7,200
<b>Total Personnel</b>				<b>105,222</b>	<b>106,237</b>	<b>110,379</b>	<b>103,310</b>	<b>104,941</b>
Insurance	Health, Life, & Dental	The City offers health, dental, and life insurance to its employees and subsidizes a portion of the premium.	02-02-00	8,017	7,505	8,280	9,454	9,660
	Workers Compensation	The workers compensation premium that covers all Municipal Court employees.	02-03-00	1,460	2,981	4,080	3,994	4,200
<b>Total Insurance</b>				<b>9,477</b>	<b>10,486</b>	<b>12,360</b>	<b>13,448</b>	<b>13,860</b>
Utilities	Mobile Phones	Cellular phone stipend for Court Clerk (\$10/month).	03-05-00	120	140	120	120	120
<b>Total Utilities</b>				<b>120</b>	<b>140</b>	<b>120</b>	<b>120</b>	<b>120</b>
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	Includes items such as stationery, pens/pencils, folders, etc. as well as computer accessories, meeting supplies, and general consumables.	05-01-00	1,305	234	1,800	376	1,800
	Postage	All postage and shipping costs, along with any incidental charges.	05-02-00	410	440	500	312	500
	Printing	Expenses for printing work not performed by City personnel. Includes business cards, forms, notices, letterhead, and books.	05-04-00	3,049	3,703	4,000	1,907	4,500
	Publications	Purchase of books and periodicals that are pertinent to City services and/or employee performance.	05-05-00	251	230	350	250	350
	Processing Fees	Fees associated with processing credit cards. Previously included in Computer Equipment, Access, & Programming.	05-06-00	1,366	1,979	2,200	1,169	2,200
<b>Total Office Expenses</b>				<b>6,381</b>	<b>6,585</b>	<b>8,850</b>	<b>4,014</b>	<b>9,350</b>
Maintenance	REJIS System	The fees incurred to check for warrants on defendants.	06-32-00	237	237	700	247	700
	Software Support Agreement	Maintenance agreement with Tyler Technologies for the Incode court module.	06-33-00	2,066	2,169	2,500	2,278	2,400
	Office Equipment Maintenance	Maintenance costs for Municipal Court copier.	06-34-00	220	444	800	127	800
<b>Total Maintenance</b>				<b>2,523</b>	<b>2,851</b>	<b>4,000</b>	<b>2,652</b>	<b>3,900</b>
City Services	Boarding of Prisoners	The cost to board prisoners at the Platte County prison facilities.	07-80-00	4,669	4,401	14,000	2,286	14,000
	Bailiff	The cost to have a police officer stand as bailiff for court.	07-82-00	5,660	6,072	6,000	4,939	6,000
	Translator	Translation services for non-English speaking defendants.	07-82-01	894	1,243	800	627	800
<b>Total City Services</b>				<b>11,223</b>	<b>11,716</b>	<b>20,800</b>	<b>7,852</b>	<b>20,800</b>
Other Exp.	Miscellaneous	Miscellaneous includes uncategorized expenses.	09-21-00	584	984	200	369	500
<b>Total Other Expenses</b>				<b>584</b>	<b>984</b>	<b>200</b>	<b>369</b>	<b>500</b>
<b>Total General Fund (10) Court Expenses</b>				<b>135,531</b>	<b>138,999</b>	<b>156,709</b>	<b>131,764</b>	<b>153,471</b>

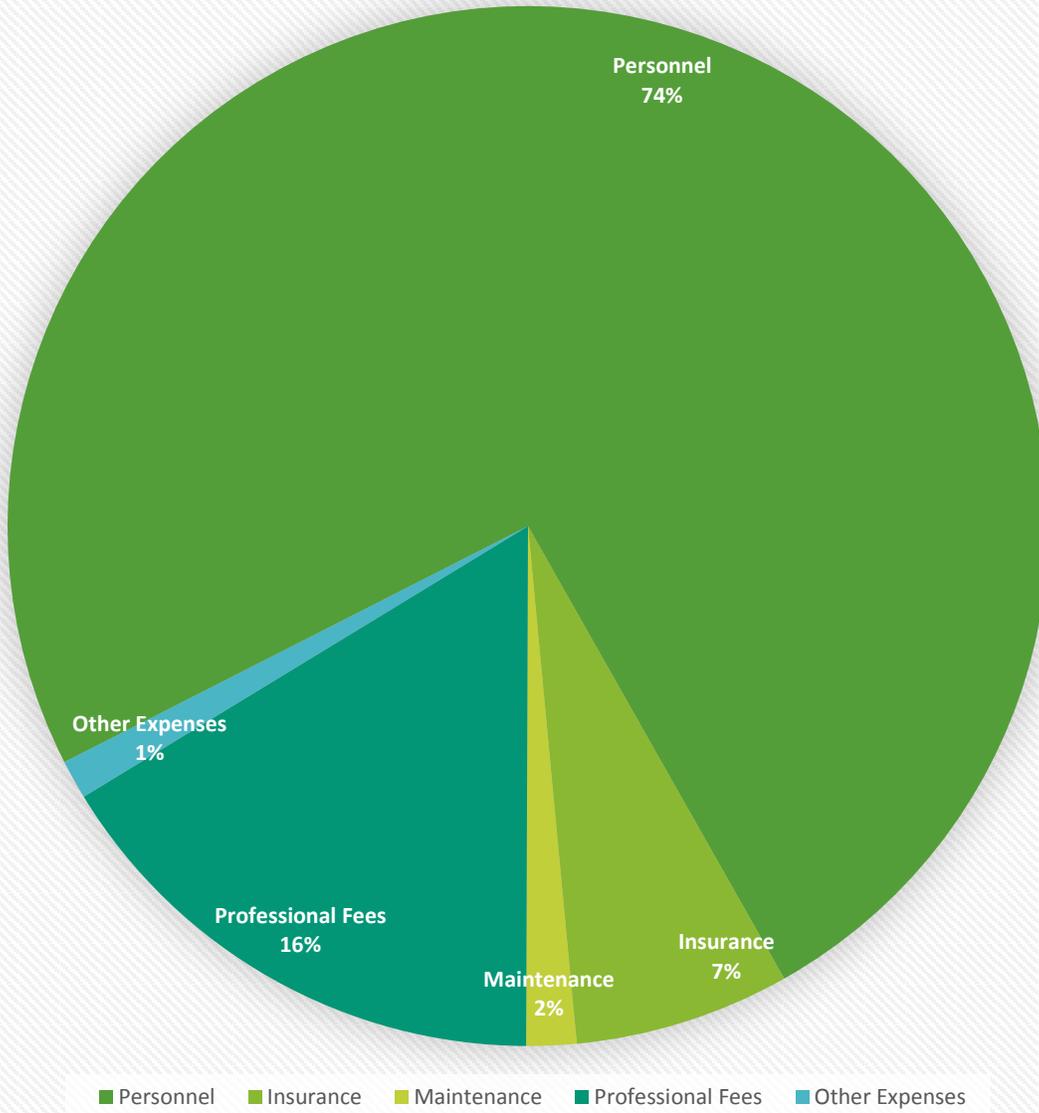
## Public Works Department

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Expenses</b>	102,708	145,444	185,922	167,747	215,687

The Public Works Department includes two divisions: Operations (Parks and Streets) and Sewer. The Administration side of the Public Works department consists of one Director, one part-time construction inspector, and one part-time department assistant. Public Works, with support from a contract City Engineer and contracted engineering firms, manages the City's major project design and implementation needs. The scope of work includes development plan review, capital project planning, project design, and construction administration. The Public Works department supervised various sewer plant improvements, street improvements, and park improvements. The budget increase in 2016 is primarily the result additional funding for on-call engineering support and the addition of a paid part-time intern.



## 2016 Budget Public Works Expenses by Category



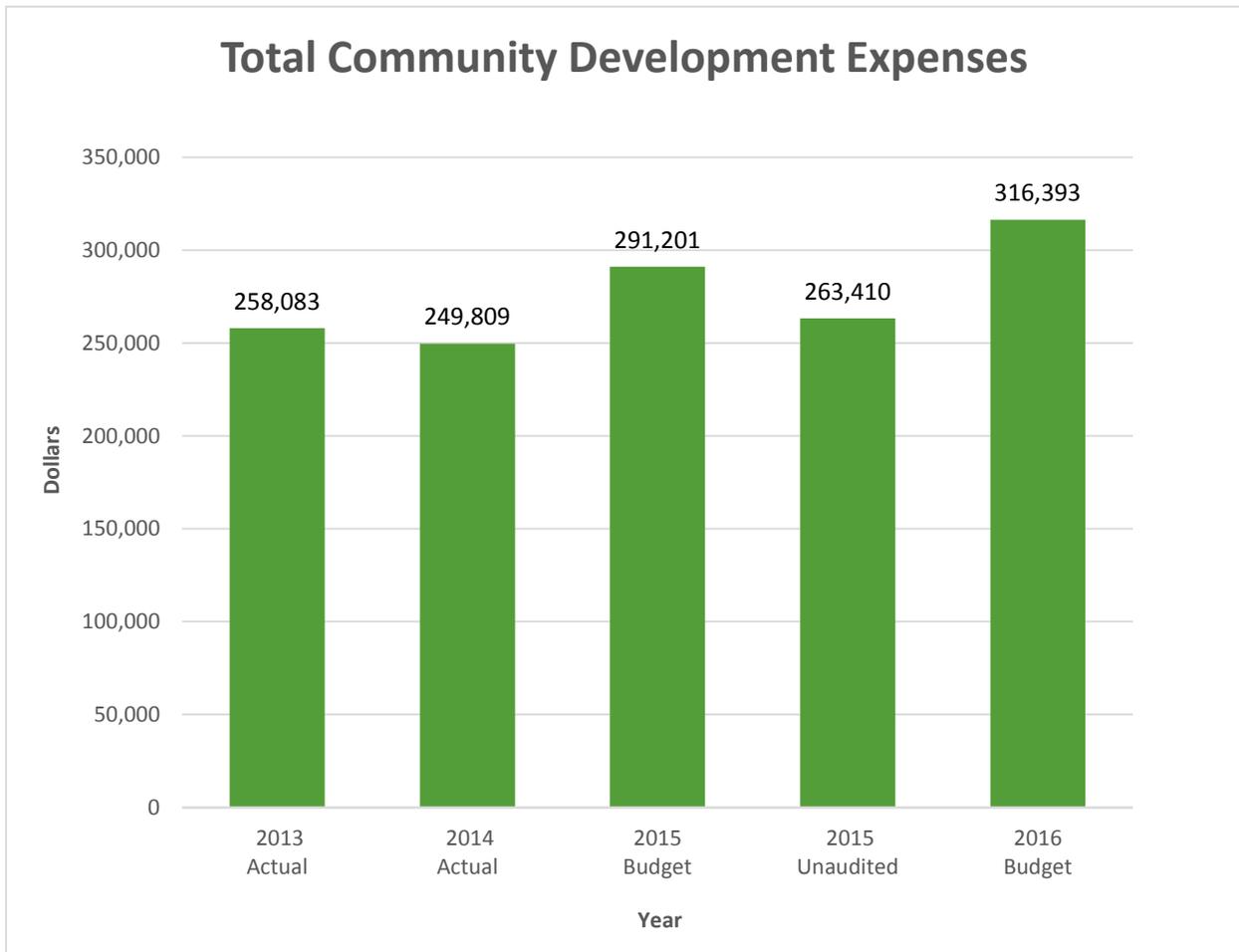
Category	Personnel	Professional Fees	Insurance	Maintenance	Other
Budget Expenses	160,269	35,000	14,448	3,350	2,620

General Fund (10) Public Works (515)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Personnel	Salaries	Includes salaries for Public Works employees. A portion is covered by the Sewer Administrative Fee, as related to sewer work performed.	01-01-00	74,248	68,482	121,245	108,862	138,500
	FICA & Medicare	This is the City's share of FICA & Medicare cost for its employees.	01-21-00	5,570	5,597	9,109	8,594	9,902
	Retirement	The City's LAGERS contribution for 2016 is 5.9% of general employee salaries.	01-22-00	2,891	2,029	4,337	2,087	4,467
	Public Works Director Auto Allowance	Public Works Director auto allowance (\$250/month).	01-33-00	3,000	2,250	3,000	3,000	3,000
	Membership Fees & Dues	The fees associated with membership to organizations for the Public Works Director.	01-41-00	229	634	750	305	600
	Professional Development	Cost of educational seminars and conferences attended by Public Works employees.	01-41-02	1,868	2,824	3,600	3,164	3,800
	Tuition Reimbursement	Reimbursement of educational advancement of employees.	01-43-00				1,000	
<b>Total Personnel</b>				<b>87,804</b>	<b>81,817</b>	<b>142,041</b>	<b>127,013</b>	<b>160,269</b>
Insurance	Health, Life, & Dental	The City offers health, dental, and life insurance to its employees and subsidizes a portion of the premium.	02-02-00	6,150	3,569	12,056	12,426	12,948
	Workers Compensation	The workers compensation premium that covers one Public Works employee.	02-03-00	(940)	437	815	295	500
	Unemployment	This covers the cost of any unemployment insurance claims for the Public Works Department.	02-04-00		3,520	1,280	491	1,000
<b>Total Insurance</b>				<b>5,210</b>	<b>7,526</b>	<b>14,151</b>	<b>13,211</b>	<b>14,448</b>
Utilities	Mobile Phones	Cellular stipend for the Public Works Director (\$40/month) and cell phone expense for inspector.	03-05-00	480	400	480	687	720
<b>Total Utilities</b>				<b>480</b>	<b>400</b>	<b>480</b>	<b>687</b>	<b>720</b>
Cap. Ex.	Office Equipment	No longer used. The purchase of major office equipment, such as copiers. Moved to CIP.	04-21-00	19				
<b>Total Capital Expenses</b>				<b>19</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	Includes items such as stationery, pens/pencils, folders, etc. as well as computer accessories, meeting supplies and general consumables.	05-01-00	174	518	750	799	750
	Postage	All postage and shipping costs, along with any incidental charges.	05-02-00	262	131	150	84	150
	Computer Equip/Access/Programs	No longer used. Miscode of engineering services in 2014. Moved to Information Technology	05-03-00		525			
	Printing	Expenses for printing work not performed by City personnel. This includes items such as business cards, forms, letterhead, and books.	05-04-00	50	242	250	564	250
	Small Office Equipment	No longer used. Items such as printers, etc.	05-20-00	30	4			
	Uniforms	Uniform allowance is provided for required apparel for the Public Works inspector.	05-31-00			100	196	250
	Other Purchases	No longer used. Miscellaneous purchases necessary to perform jobs. Now included with Miscellaneous.	05-32-00	64	38			
<b>Total Office Expenses</b>				<b>580</b>	<b>1,459</b>	<b>1,250</b>	<b>1,643</b>	<b>1,400</b>
Maint.	Tornado Siren	Contracted monthly maintenance on the City's tornado/public safety siren. Includes funding for the City's participation in the Missouri River flood gauge partnership.	06-36-00	2,424	2,424	2,500	2,584	3,350
<b>Total Maintenance</b>				<b>2,424</b>	<b>2,424</b>	<b>2,500</b>	<b>2,584</b>	<b>3,350</b>
Professional Fees	Construction Observation Fees	No longer used. For observation and inspection of private installation of public improvements. Now included with Engineer & Planning Fees.	08-01-01	2,333				
	Engineer & Planning Fees	For on-call assistance to supplement staff for special projects and periods of high volume for plan reviews, materials testing, and inspections. Offset in part by development fees for public improvements.	08-03-00	3,522	51,640	25,000	21,729	35,000
<b>Total Professional Fees</b>				<b>5,855</b>	<b>51,640</b>	<b>25,000</b>	<b>21,729</b>	<b>35,000</b>
Other Exp.	Miscellaneous	Miscellaneous includes uncategorized expenses.	09-21-00	336	179	500	880	500
<b>Total Other Expenses</b>				<b>336</b>	<b>179</b>	<b>500</b>	<b>880</b>	<b>500</b>
<b>Total General Fund (10) Public Works Expenses</b>				<b>102,708</b>	<b>145,444</b>	<b>185,922</b>	<b>167,747</b>	<b>215,687</b>

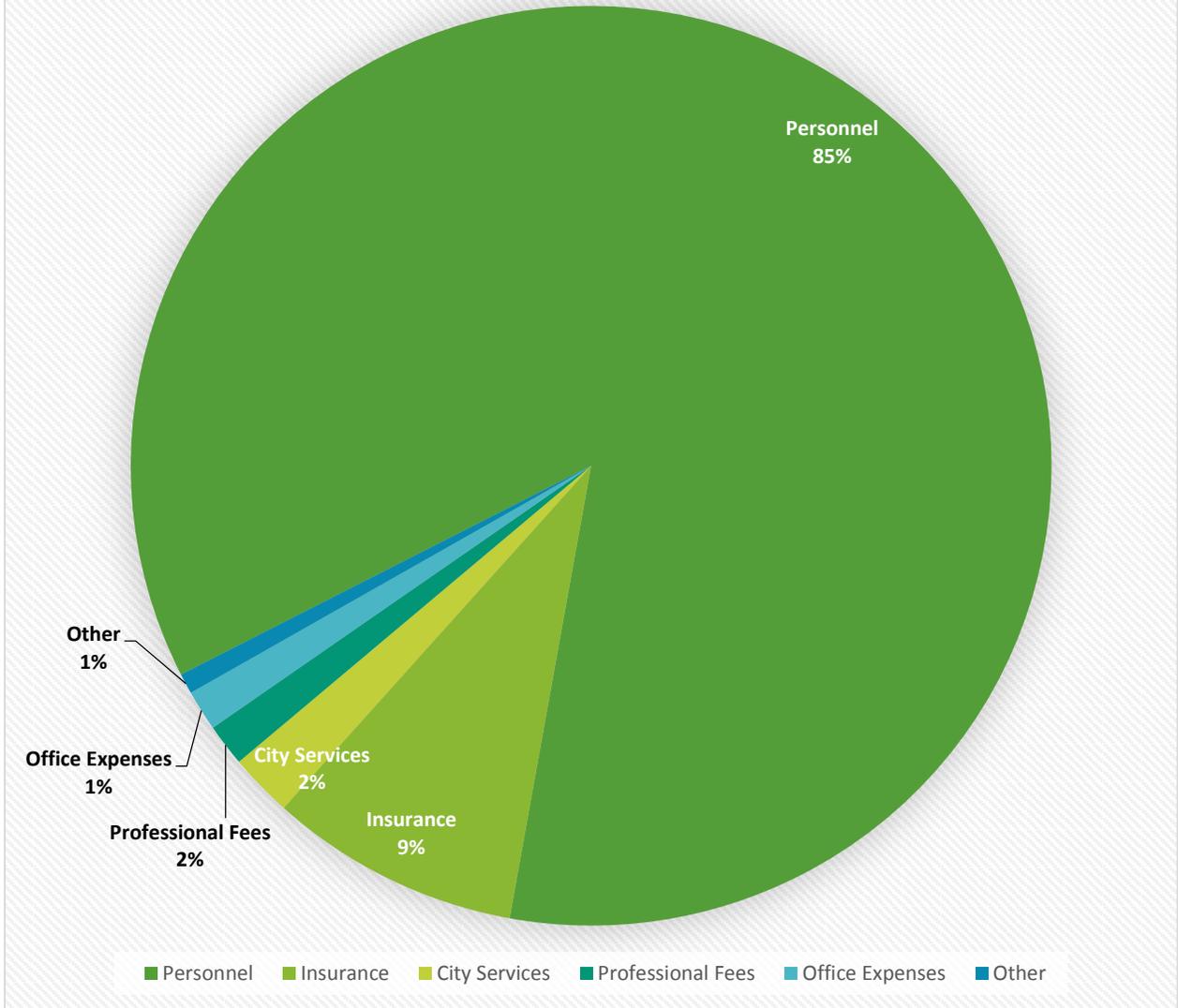
### Community Development Department

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Expenses</b>	258,083	249,809	291,201	263,410	316,393

The Community Development Department provides current and long-range planning, zoning, building safety and inspection, code enforcement, 911 addressing, mapping and similar related development services. Community Development also provides utility locating services, floodplain administration, supports the City’s Planning and Zoning Commission, supports the Board of Zoning Adjustment, and supports the Board of Housing Appeals. The department includes four full-time staff including the department director, building official, building inspector, and code enforcement officer/administrative assistant. The budget increase from 2015 to 2016 is primarily the result of costs associated with making the code enforcement officer/administrative assistant full-time.



## 2016 Budget Community Development Expenses by Category



Category	Personnel	Insurance	City Services	Professional Fees	Office Expenses	Other
Budget Expenses	268,322	27,701	7,000	4,670	4,500	2,250

**General Fund (10) Community Development (518)**

Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Personnel	Salaries	The total salaries for Community Development employees.	01-01-00	197,068	193,480	198,900	191,366	228,900
	Overtime	Any additional salary payment over the base rate of pay for department employees.	01-03-00	57				
	FICA & Medicare	This is the City's share of FICA & Medicare cost for its employees.	01-21-00	14,101	13,558	15,216	14,752	17,893
	Retirement	The City's LAGERS contribution for 2016 is 5.9% of general employee salaries.	01-22-00	7,224	6,629	10,713	10,673	12,054
	Community Development Director Auto Allowance	Community Development Director auto allowance (\$200/month).	01-31-00	2,400	2,400	2,400	2,300	2,400
	Membership Fees and Dues	The fees associated with membership to organizations for Community Development employees.	01-41-00	824	1,132	1,675	1,373	1,675
	Professional Development	This includes the costs for educational seminars and conferences attended by employees, such as registration, travel, lodging, and per diem.	01-41-02	1,228	4,149	5,400	3,440	5,400
<b>Total Personnel</b>				<b>222,902</b>	<b>221,349</b>	<b>234,304</b>	<b>223,903</b>	<b>268,322</b>
Insurance	Health, Life, & Dental	The City offers health, dental, and life insurance to its employees and subsidizes a portion of the premium. Reflects premium increases for employees.	02-02-00	28,067	19,872	23,219	24,180	25,701
	Workers Compensation	The workers compensation premium that covers all Community Development employees.	02-03-00	(1,207)	666	1,007	405	1,000
	Unemployment	This covers the cost of any unemployment insurance claims for the Community Development Department.	02-04-00			1,000		1,000
<b>Total Insurance</b>				<b>26,860</b>	<b>20,538</b>	<b>25,226</b>	<b>24,585</b>	<b>27,701</b>
Utilities	Mobile Phones & Pagers	The cost of cellular phones and coverage for Community Development employees.	03-05-00	1,642	1,739	1,600	1,583	1,600
<b>Total Utilities</b>				<b>1,642</b>	<b>1,739</b>	<b>1,600</b>	<b>1,583</b>	<b>1,600</b>
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	Includes items such as stationery, pens/pencils & folders, meeting supplies, computer accessories, plotter ink and, general consumables.	05-01-00	103	937	1,600	1,090	1,000
	Postage	All postage and shipping costs, along with any incidental charges.	05-02-00	536	920	750	1,645	1,500
	Printing	Expenses for printing work not performed on City equipment. Examples include items such as business cards, inspection forms, violation notice cards, etc.	05-04-00	224	125	500	260	500
	Publications	Purchase of books and periodicals that are pertinent to City services and/or employee performance, such as code books and other printed manuals.	05-05-00	772		870		870
	Small Office Equipment	Small equipment such as desktop printers, hole punches, calculators, etc.	05-20-00		27			
	Equipment and Hand Tools	Equipment necessary to carry out department duties including, electrical testers, flash lights, canned smoke, and other necessary tools.	05-21-00	20		300	154	300
	Uniforms	An allowance is provided for required apparel including uniforms, boots, gloves, etc. on an "as needed" basis.	05-31-00		361	200	237	500
<b>Total Office Expenses</b>				<b>1,656</b>	<b>2,371</b>	<b>4,220</b>	<b>3,387</b>	<b>4,670</b>

**General Fund (10) Community Development (518)**

Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Maintenance</b>	Vehicle Repair & Maintenance	All maintenance and repair work for Community Development Department vehicles (2015 Ford Escape & 2004 Ford Taurus). 2004 Taurus is to be replaced with a new vehicle budgeted for 2016.	06-21-00	1,251	368	2,200	1,261	750
	Vehicle Gas & Oil	Fuel for Community Development Department vehicles.	06-22-00	1,867	1,932	1,800	1,353	1,500
	Office Equipment Maintenance	Annual maintenance contracts for Community Development major office equipment. None planned for 2016.	06-34-00	434				
	<b>Total Maintenance</b>				3,552	2,300	4,000	2,615
<b>City Services</b>	Public Notices	The cost to advertise and post public notices, including newspaper publications, signage, etc. and for recording. Certified mail included in Postage above.	07-02-01	360	1,409	2,000	2,350	2,000
	Code Enforcement	Costs associated with code enforcement services, including condemnation, demolition, mowing, trash removal, liens and other enforcement expenses.	07-04-00			15,000	2,251	5,000
	One Call Utility Locating	No longer used. This is a fee charged to the City for every One Call utility locate requested in the City limits. Moved to Sewer Fund.	07-42-00	828				
	<b>Total City Services</b>				1,188	1,409	17,000	4,602
<b>Professional Fees</b>	Engineer & Planning Fees	The fees for consultant engineering, planning, surveying, interns or similar specialty work or reviews performed for the Community Development Department.	08-03-00	192		3,000	1,992	3,000
	NPDES II/Arcview	The cost to purchase data, aerials, and maintain the City's GIS mapping system.	08-03-02			1,500	250	1,500
	<b>Total Professional Fees</b>				192	-	4,500	2,242
<b>Other Expenses</b>	Planning Commission meeting food/supplies	Food and miscellaneous supplies associated with Planning Commission meetings.	09-20-00			150	8	150
	Miscellaneous	Miscellaneous includes uncategorized expenses.	09-21-00	91	104	200	485	200
	<b>Total Other Expenses</b>				91	104	350	493
<b>Total General Fund (10) Community Development Expenses</b>				258,083	249,809	291,201	263,410	316,393

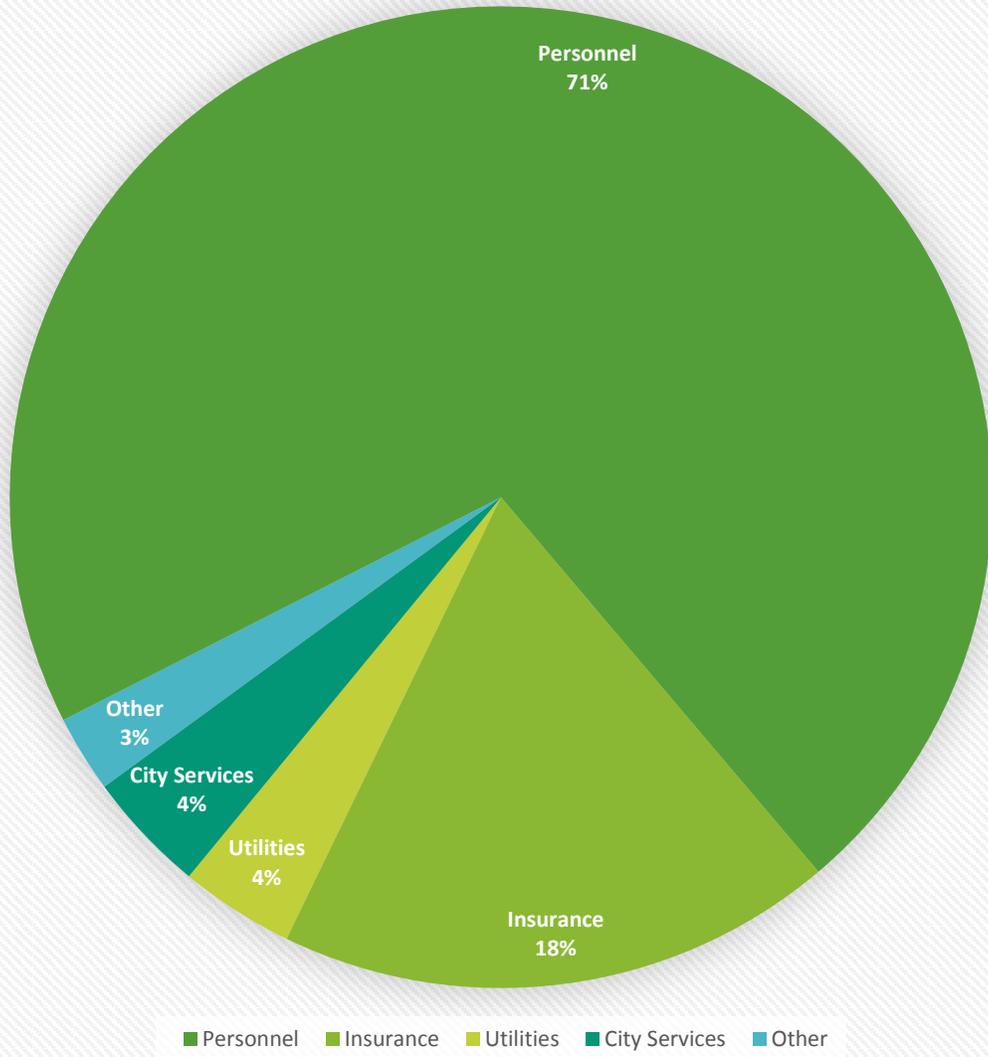
### Operations Division: Streets

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Expenses</b>	674,175	340,633	382,729	358,419	399,656

The Operations Division (Streets and Parks) consists of one operations director, one superintendent, and seven laborers. The Operations Division is responsible for maintaining approximately 90 lane miles of pavement, right of ways, sidewalks, and storm drains. In the summer this includes patching potholes, sealing pavement cracks, repairing storm sewers, mowing of 18 miles of right of way/highway medians, and assisting with the annual street maintenance program. In the winter months the Operations Division works together to plow snow, apply salt, and spread sand to provide clear travel routes on the City's street network. Projects completed in 2015 include updates to the street ratings on all city streets, improvements substandard storm sewer inlets at 4 intersections on Main Street, application of 32,000 feet of pavement marking, application of 18,000 pounds of crack sealing material on city streets, and improvements to the North Crooked Road stream bank, using blocks salvaged from the Brink Myers Road retaining wall. The budget increase from 2015 to 2016 is primarily the result of the expansion of city wide clean up events organizational salary adjustments.



## 2016 Budget Operations: Streets Expenses by Category



Category	Personnel	Insurance	Utilities	City Services	Other
Budget Expenses	285,017	73,429	15,060	16,000	10,150

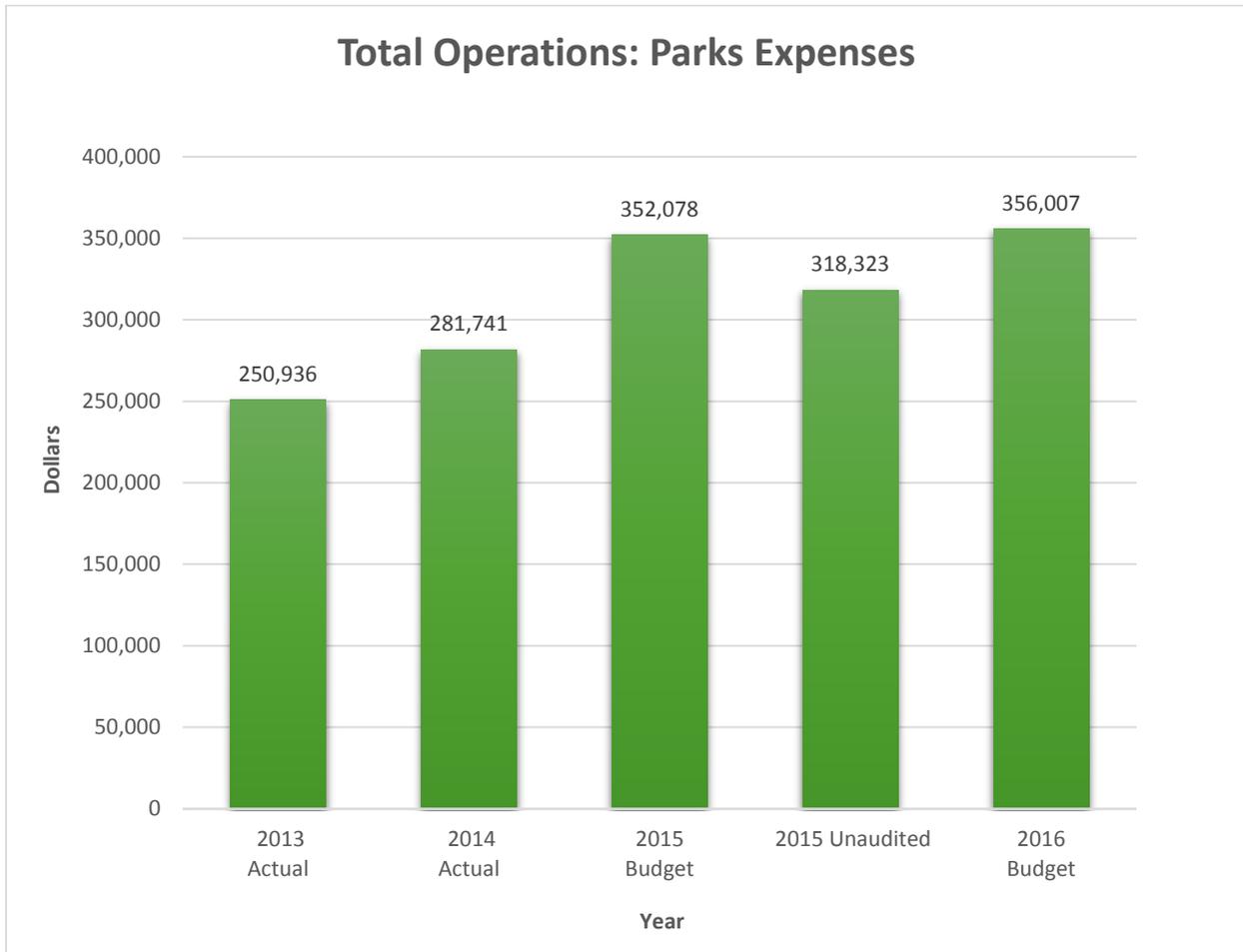
General Fund (10) Streets (520)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Personnel	Salaries	The total salaries for Streets Division employees.	01-01-00	216,761	220,765	232,262	217,675	237,130
	Overtime	Any additional salary payment over the base rate of pay for department employees.	01-03-00	12,813	11,050	13,500	8,266	15,000
	FICA & Medicare	This is the City's share of FICA & Medicare cost for its employees.	01-21-00	16,655	17,128	17,718	16,983	18,285
	Retirement	The City's LAGERS contribution for 2016 is 5.9% of general employee salaries.	01-22-00	8,609	7,774	13,703	12,423	14,102
	Professional Development	Cost for educational seminars and conferences attended by Streets employees.	01-41-02	70		300	104	500
<b>Total Personnel</b>				<b>254,907</b>	<b>256,718</b>	<b>277,483</b>	<b>255,451</b>	<b>285,017</b>
Insurance	Health, Life, & Dental	The City offers health, dental, and life insurance to its employees and subsidizes a portion of the premium.	02-02-00	39,498	30,285	38,280	48,703	46,929
	Workers Compensation	The workers compensation premium that covers all Streets Divisions employees.	02-03-00	20,428	21,323	29,016	21,392	25,000
	Unemployment	This covers the cost of any unemployment insurance claims for the Streets Division.	02-04-00			1,500	138	1,500
<b>Total Insurance</b>				<b>59,926</b>	<b>51,607</b>	<b>68,796</b>	<b>70,233</b>	<b>73,429</b>
Utilities	Telephone & Voicemail	The charges for local and long distance telephone service and internet for the Street Barn.	03-01-00	1,392	1,455	1,500	1,387	1,400
	Electricity	Electric utility charges for the Street Barn.	03-02-00	3,511	2,950	3,400	2,916	3,800
	Gas	Gas utility charges for the Street Barn.	03-02-01	1,559	1,524	2,200	1,426	2,200
	Water	Water loads and drinking water for the Street Barn.	03-04-00	3,790	3,364	4,000	3,863	4,200
	Mobile Phones	The cost of cellular phones and coverage for street division employees.	03-05-00	2,475	1,645	2,800	2,405	2,800
	Trash Hauling	The hauling charges for the trash at the Street Barn and trash cans on Main Street (\$660/year for Streets dumpster, FREE for Downtown trash).	03-09-00	495	495	600	330	660
<b>Total Utilities</b>				<b>13,222</b>	<b>11,434</b>	<b>14,500</b>	<b>12,327</b>	<b>15,060</b>
Capital Exp.	Equipment & Machinery	No longer used, located in CIP. For the purchase of equipment to be used for street related projects.	04-31-00	549				
<b>Total Capital Expenses</b>				<b>549</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	This includes items such as stationery, pens/pencils, folders, etc. as well as computer accessories, meeting supplies and general consumables.	05-01-00	695	769	800	623	800
	Postage	All postage and shipping costs, along with any incidental charges.	05-02-00		1			
	Small Office Equipment	Items such as printers, telephones, etc.	05-20-00	60		400	327	500
	Shop Supplies & Materials	Miscellaneous small equipment purchases such as hedge trimmers, saws, brooms, etc.	05-21-00	4,028	4,485	5,000	5,225	6,000
	Uniforms	Allowance provided for uniforms, including boots, winter apparel, and apparel with the City logo.	05-31-00	2,353	2,316	2,600	2,822	2,600
<b>Total Office Expenses</b>				<b>7,135</b>	<b>7,570</b>	<b>8,800</b>	<b>8,998</b>	<b>9,900</b>
Maintenance	Building Maintenance & Repair	No longer used. This covers maintenance and repairs for the Street Barn. This also includes heating/air conditioning repair, minor roof repairs, etc. Moved to Transportation Fund.	06-01-00	2,660				
	Security System	No longer used. The security system at the Street Barn. Moved to Transportation Fund.	06-01-01	158				
	Vehicle Repair & Maintenance	No longer used. All maintenance and repair work for Street Division vehicles, such as brakes, tires, hydraulic problems, etc. Moved to Transportation Fund.	06-21-00	7,457	113			
	Equipment Repair & Maintenance	No longer used. All maintenance and repair work for Street Division equipment. Moved to Transportation Fund.	06-21-01	4,461				
	Vehicle Gas & Oil	No longer used. Fuel for Street Division vehicles. Moved to Transportation Fund.	06-22-00	20,525				
	Equipment Gas & Oil	No longer used. Fuel for Street Division equipment. Moved to Transportation Fund.	06-22-01	3,531				
<b>Total Maintenance</b>				<b>38,792</b>	<b>113</b>	<b>-</b>	<b>-</b>	<b>-</b>

General Fund (10) Streets (520)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
City Services	Emergency Snow Removal	No longer used. The purchase of salt and sand to spread on roads during emergency snow removal. Moved to Transportation Fund.	07-20-00	29,785				
	Storm Sewers - General Repair	No longer used. All general repairs on storm sewer system. Moved to Transportation Fund.	07-32-00	3,221				
	Street Repair Materials	No longer used. For asphalt necessary to complete pothole repairs on City streets. This does not include asphalt overlay projects, crack seal material, dirt, and paint. Moved to Transportation Fund.	07-33-00	6,401			1,222	
	Street Lights - Electricity	No longer used. The utility charges for the City street lights. Moved to Transportation Fund.	07-41-00	239,198				
	Street Light Repair & Maintenance	No longer used. The costs to repair City street lights. Moved to Transportation Fund.	07-41-10	130				
	Spring/Fall Cleanup	All expenses pertaining to the semiannual cleanup events held during the spring and fall for residents.	07-43-00	9,717	10,685	9,000	6,732	13,500
	Recycling Extravaganza	No longer used. All expenses pertaining to the annual Northland Recycling Extravaganza event held during the spring for residents. Will be combined with spring clean-up in 2016.	07-43-01	926	1,476	1,500	1,916	
	HHW Collection Event	All expenses pertaining to the Household Hazardous Waste Collection event.	07-43-02	94		400		400
	Street Signs	No longer used. The purchase of street signs needed for City streets. Replace warning signs and regulatory signs. Moved to Transportation Fund.	07-44-00	1,726				
	Street Sweeping	No longer used. Street sweeping conducted each spring. Moved to Transportation Fund.	07-45-00	5,100				
	Mosquito & Weed Control	Chemicals used to abate weeds and mosquitoes around the City.	07-51-00	841	849	2,000	1,181	2,000
	Tree Trimming & Removal	No longer used. The City cares for trees located within the right-of-way of City streets and maintains Tree City USA status. Moved to Transportation Fund.	07-52-00	2,100				
	Animal Control	Supplies for animal control.	07-55-00			100		100
	Rental Equipment	No longer used. Rental costs for equipment needed but not owned by the City. This is used for trailer mounted air compressors, chippers and bucket trucks. Moved to Transportation Fund.	07-60-00	263				
<b>Total City Services</b>				299,502	13,009	13,000	11,051	16,000
Pro. Fees	NPDES II/Arcview Programming	No Longer Used. The cost to upgrade and program the City's GIS software. Moved to Community Development.	08-03-02		60			
<b>Total Professional Fees</b>				-	60	-	-	-
Other Exp.	Miscellaneous	Miscellaneous includes uncategorized expenses.	09-21-00	142	121	150	361	250
<b>Total Other Expenses</b>				142	121	150	361	250
<b>Total General Fund (10) Streets Expenses</b>				674,175	340,633	382,729	358,419	399,656

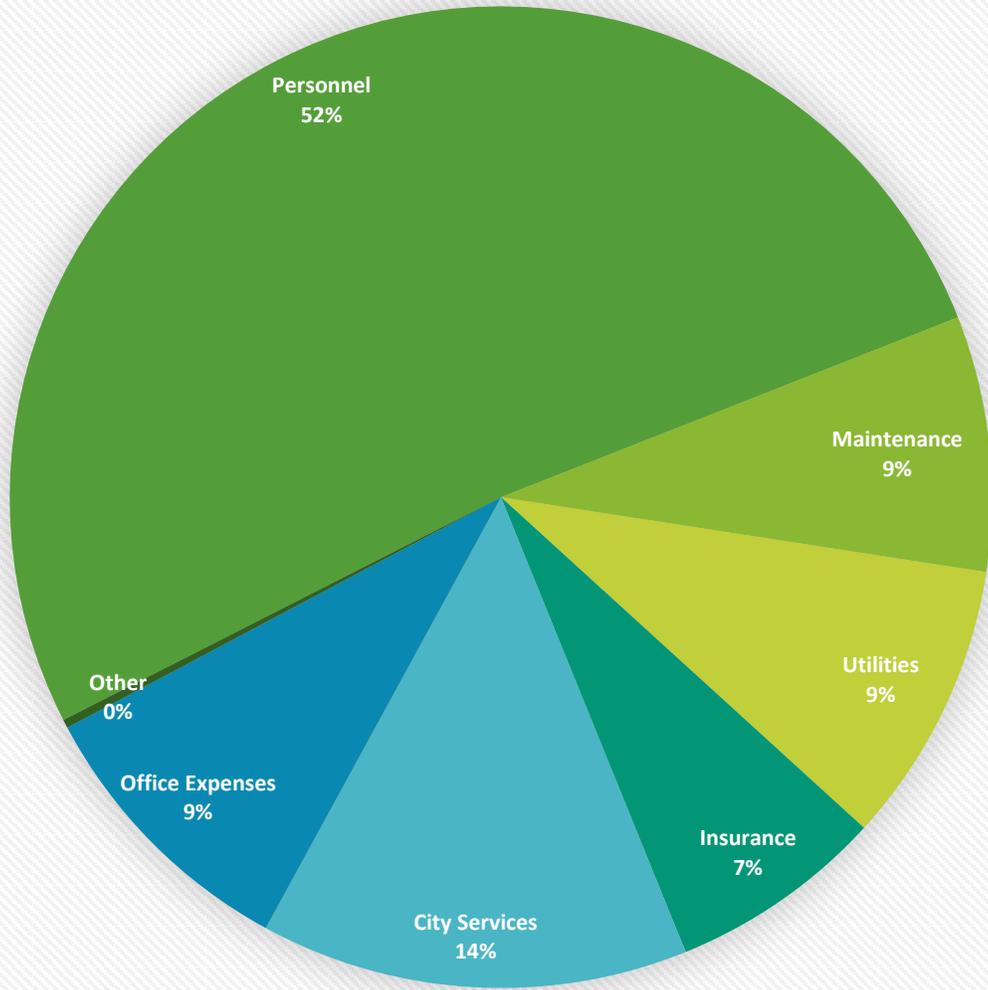
### Operations Division: Parks

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Expenses</b>	250,936	281,741	352,078	318,323	356,007

The Operations Division consists of one operations director, one superintendent, and seven laborers. The Operations Division is responsible for general park and trail maintenance and repair. This includes trimming trees, picking up trash, mowing, weed eating, and cleaning restrooms. In the summer months the Operations Division works together to control weeds and mosquitoes in the right-of-ways and in City parks. Projects completed in 2015 include retaining wall installation at Adams Park, wetland maintenance on Platte Landing Park, and obtaining certification of 5K and 10K race courses through English Landing and Platte Landing Parks. The budget increase from 2015 to 2016 is primarily a result of increases to tree planting/trimming/removal and increases in utility expenses.



## 2016 Budget Operations: Parks Expenses by Category



■ Personnel   
 ■ Maintenance   
 ■ Utilities   
 ■ Insurance   
 ■ City Services   
 ■ Office Expenses   
 ■ Other

Category	Personnel	Maintenance	Utilities	Insurance	City Services	Office Expenses	Other
Budget Expenses	183,442	29,940	33,200	25,275	50,150	33,000	1,000

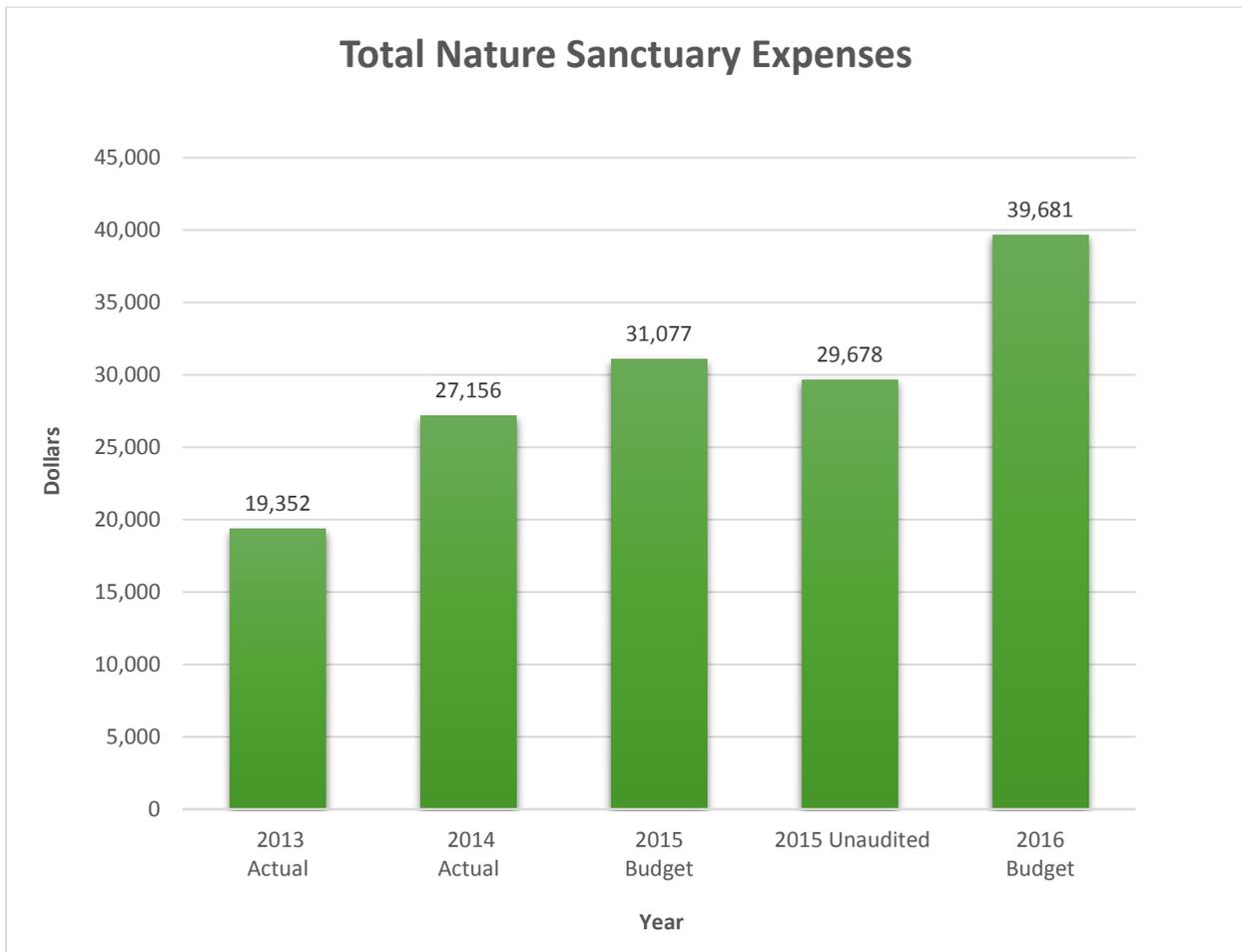
General Fund (10) Parks (525)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Personnel	Salaries	The total salaries for Parks employees.	01-01-00	115,973	120,356	121,500	115,074	106,300
	Overtime	Any additional salary payment over the base rate of pay for department employees.	01-03-00	5,815	3,627	7,500	3,704	6,000
	Seasonal Landscape Maintenance Workers	Four part-time seasonal employees are hired to maintain parks during the summer. Increased from 3 to 4 in 2016.	01-05-00	6,131	20,783	33,800	27,603	54,080
	FICA & Medicare	This is the City's share of FICA & Medicare cost for its employees.	01-21-00	9,055	10,106	9,975	10,754	11,442
	Retirement	The City's LAGERS contribution for 2016 is 5.9% of general employee salaries.	01-22-00	4,735	4,586	7,073	5,759	5,020
	Membership Fees and Dues	The fees associated with membership to organizations for Parks employees.	01-41-00	15		100		100
	Professional Development	This includes the costs for educational seminars and conferences attended by Parks employees.	01-41-02	41		100	26	500
<b>Total Personnel</b>				<b>141,764</b>	<b>159,458</b>	<b>180,048</b>	<b>162,919</b>	<b>183,442</b>
Insurance	Health, Life, & Dental	The City offers health, dental, and life insurance to its employees and subsidizes a portion of the premium.	02-02-00	19,954	17,222	21,001	22,621	22,440
	Workers Compensation	The workers compensation premium that covers all Parks employees.	02-03-00	4,193	6,318	8,705	5,730	7,000
	Unemployment	This covers the cost of any unemployment insurance claims for the Parks Division.	02-04-00			500		500
<b>Total Insurance</b>				<b>24,146</b>	<b>23,540</b>	<b>30,206</b>	<b>28,351</b>	<b>29,940</b>
Utilities	Telephone & Voicemail	The charges for local and long distance telephone service for the Parks office.	03-01-00	1,667	1,698	1,700	1,980	1,900
	Electricity	Electric utility charges for the Parks office.	03-02-00	13,343	13,594	14,550	16,391	18,000
	Gas	Gas utility charges for the Parks office.	03-03-00	1,397	1,398	1,500	953	1,500
	Water	Water utility charges and drinking water for the Parks office.	03-04-00	13,377	7,851	12,500	6,207	9,000
	Mobile Phones	The cost of cellular phones and coverage for Parks employees.	03-05-00	1,833	1,814	2,250	990	1,300
	Trash Hauling	Trash hauling for the City parks (\$1,500/year).	03-09-00	1,005	1,005	1,500	670	1,500
<b>Total Utilities</b>				<b>32,621</b>	<b>27,359</b>	<b>34,000</b>	<b>27,190</b>	<b>33,200</b>
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	Includes items such as stationery, pens/pencils, folders, etc. as well as computer accessories, meeting supplies, and general consumables.	05-01-00	371	455	500	567	500
	Postage	All postage and shipping costs, along with any incidental charges.	05-02-00	5	37	75	0.42	75
	Printing	Expenses for printing work not performed by City personnel. It would include items such as business cards, forms, notices, letterhead, and books.	05-04-00	29	405	400	437	400
	Publications	Purchase of books and periodicals that are pertinent to City services and/or employee performance.	05-05-00			100		100
	Small Office Equipment	Items such as printers, fax machines, etc. Funding in 2016 includes the purchase of a new printer for the Parks office.	05-20-00	150		100		400
	Equipment & Hand Tools	Any equipment or hand tools needed to carry out the work of the Parks Division.	05-21-00	2,007	5,124	5,500	5,917	6,500
	Uniforms	Allowance provided for uniforms, including boots, winter apparel, and apparel with the City logo.	05-31-00	5,838	888	1,500	1,859	2,000
	Restroom Supplies	Toiletries for the public restrooms in English Landing Park and Platte Landing Park. Funding in 2016 includes purchase of restroom supplies to operate the new ELP restroom year round.	05-41-01	1,792	2,037	2,200	2,429	2,700
	Trash Bags	Trash and dog waste bags for the receptacles in City parks.	05-41-02	1,931	3,533	3,800	4,707	4,300
	Park Enhancements	Amenity improvements for City parks.	05-41-03	4,296	1,758	7,000	6,743	5,000
	Grass Seed & Fertilizer	Grass seed and fertilizer for the City parks.	05-42-00	1,055	307	2,800	2,249	2,800
Other Purchases	Unbudgeted purchase of supplies.	05-99-00	189	168	500	377	500	
<b>Total Office Expenses</b>				<b>17,662</b>	<b>14,712</b>	<b>24,475</b>	<b>25,286</b>	<b>25,275</b>

General Fund (10) Parks (525)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Maintenance	Building Maintenance & Repair	Maintenance and repair of Parks office building and other park structures.	06-01-00	3,860	4,796	6,900	9,503	4,000
	Restrooms	Maintenance of the permanent public restrooms in English Landing Park and Platte Landing Park	06-03-00	557	1,867	5,300	1,587	4,900
	Stage Maintenance	Maintenance for the Maxine McKeon Stage in English Landing Park.	06-05-01	121		150		150
	Ball Field Maintenance	Includes maintenance ball fields, volleyball courts, and related amenities.	06-05-02	503	817	6,600	5,868	4,000
	Trail Maintenance	Maintenance of park trails.	06-05-03		1,558	3,600	1,153	3,600
	Playground Equipment Repair	Maintenance for the playground at English Landing Park.	06-12-00	295	1,061	2,000	433	2,000
	Spirit Fountain	Maintenance for the Gresham Spirit fountain by the Train Depot.	06-13-00	774	510	3,500	4,124	2,500
	Vehicle Repair & Maintenance	Maintenance for the Parks Division vehicles.	06-21-00	1,995	5,445	6,500	5,148	6,500
	Equipment Repair & Maintenance	Repair and maintenance of Parks Division equipment. This does not include lawn mowers.	06-21-01	3,427	3,461	3,500	4,592	3,500
	Tractor Mowing Equipment	Maintenance and repair of Parks Division lawn mowers and tractors.	06-21-02	2,458	5,077	5,500	6,242	6,500
	Vehicle Gas & Oil	Fuel for Parks Division vehicles.	06-22-00	6,575	6,805	7,500	4,162	7,500
	Equipment Gas & Oil	Fuel and oil for park mowing equipment.	06-22-01	3,566	5,065	5,000	4,942	5,000
<b>Total Maintenance</b>				<b>24,131</b>	<b>36,464</b>	<b>56,050</b>	<b>47,755</b>	<b>50,150</b>
City Services	Rental of Portable Toilets	Rental of portable toilets in convenient locations throughout English Landing Park. Funding in 2016 includes the rental of portable restrooms during the construction of the ELP restroom.	07-20-00	2,420	2,440	3,000	2,195	4,000
	Mosquito & Weed Control	Chemicals used to abate weeds and mosquitoes in City parks. Funding in 2016 includes the maintenance of the PLP wetland and native vegetation area.	07-51-00	876	1,087	2,800	6,132	6,000
	Landscaping	To purchase mulch, perennials, top soil, etc. for all Parks.	07-51-01			2,500	1,093	5,000
	Tree Trimming & Removal	The trimming and removal of any unsafe and/or unhealthy trees in City parks. Helps to maintain Tree City USA status. Funding includes the local match associated with the MDC TRIM grant.	07-52-00	7,206	15,533	9,000	9,908	12,000
	Tree Planting	The cost of planting new trees in City parks. Funding includes the local match associated with the MDC TRIM grant.	07-53-00			8,000	5,870	5,000
	Rental Equipment	Rental costs for equipment needed but not owned by the City, such as a lift to accommodate in-house tree pruning. Funding in 2016 includes rental equipment for hanging the new baseball netting.	07-60-00	109	181	1,000	866	1,000
<b>Total City Services</b>				<b>10,611</b>	<b>19,241</b>	<b>26,300</b>	<b>26,065</b>	<b>33,000</b>
Other Exp.	Miscellaneous	Miscellaneous includes uncategorized expenses.	09-21-00		966	1,000	757	1,000
<b>Total Other Expenses</b>				<b>-</b>	<b>966</b>	<b>1,000</b>	<b>757</b>	<b>1,000</b>
<b>Total General Fund (10) Parks Expenses</b>				<b>250,936</b>	<b>281,741</b>	<b>352,078</b>	<b>318,323</b>	<b>356,007</b>

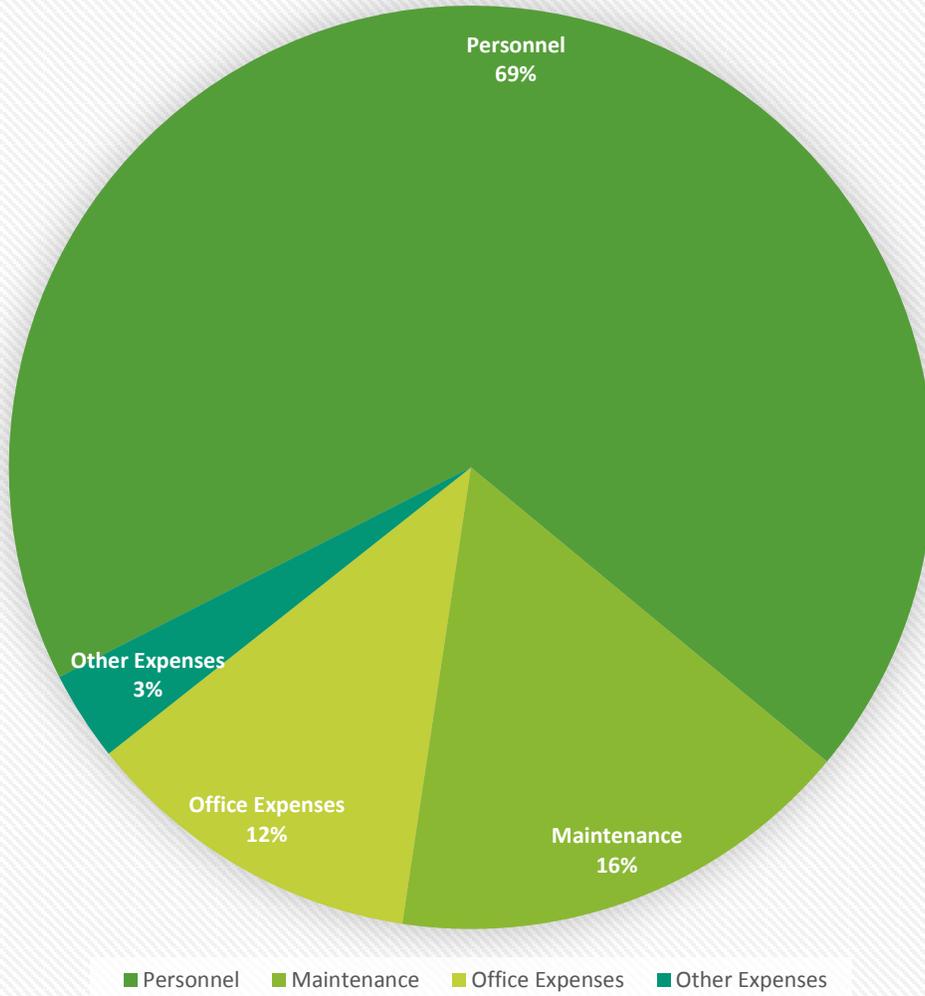
### Nature Sanctuary

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Expenses</b>	19,352	27,156	31,077	29,678	39,681

The Parkville Nature Sanctuary is comprised 115 acres of natural forest land. This includes 46 acres of City owned land and 69 acres of land leased by the City from the Missouri Department of Conservation. The Parkville Nature Sanctuary is primarily three contiguous tracts of land adjacent to Riss Lake, Park University and Highway 9. In addition, the city maintains the smaller Sullivan Nature Sanctuary, which is just north of Platte Landing Park on the west side of Main Street. The Nature Sanctuary consists of one part-time director and one part-time assistant director. Their duties include maintaining and developing the lands, trails and other facilities for use by the public, organizing special events, and coordinating fundraising activities. Program expenses are partially offset by nature sanctuary donations and program fees. The budget increase in 2015 is primarily a result of increased funds for trail maintenance.



## 2016 Budget Nature Sanctuary Expenses by Category



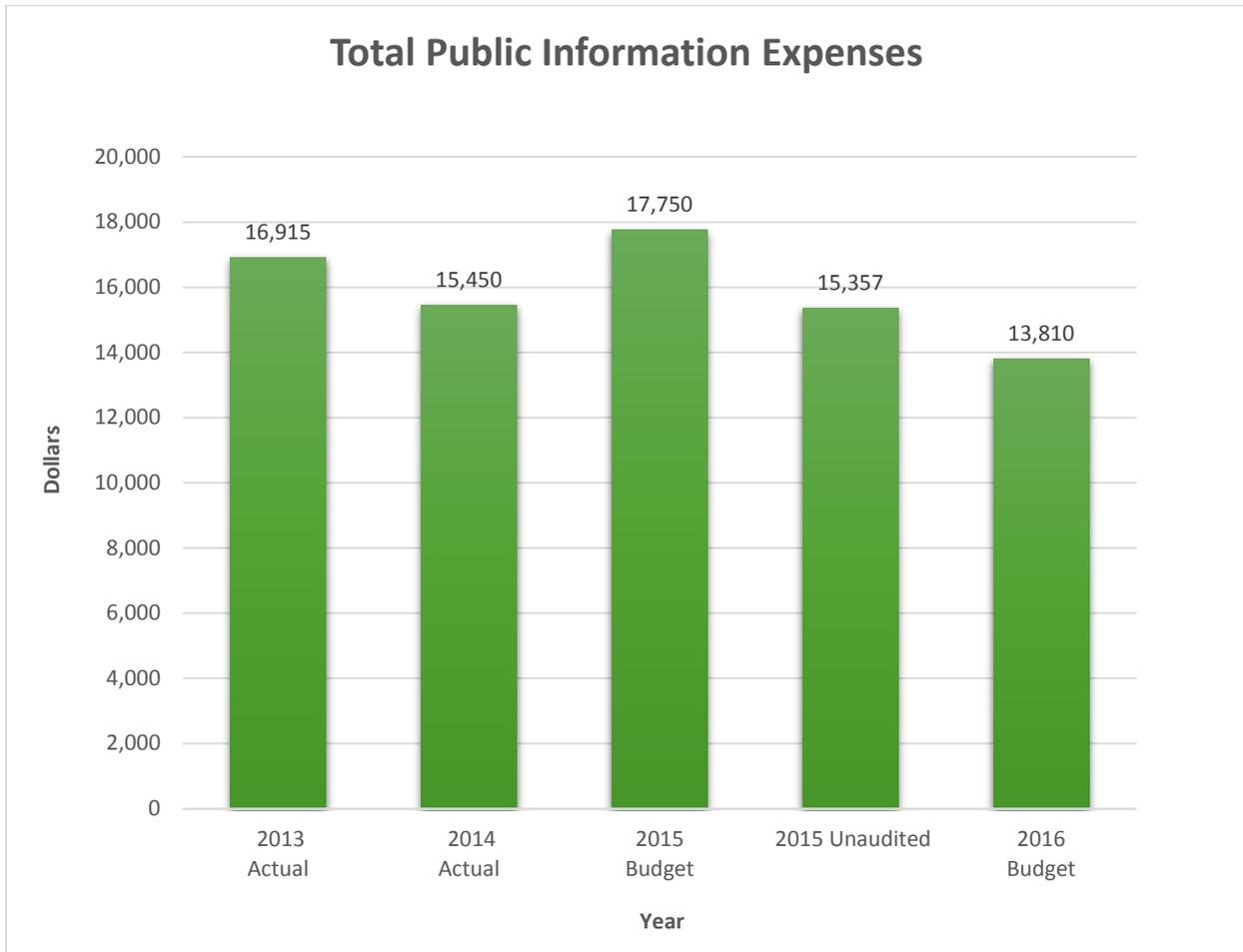
Category	Personnel	Maintenance	Office Expenses	Other Expenses
Budget Expenses	27,181	6,500	4,750	1,250

General Fund (10) Nature Sanctuary (535)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Personnel	Salaries	Includes salaries for Nature Sanctuary employees.	01-01-00	10,765	15,001	18,000	18,810	25,064
	Overtime	Any additional salary payment over the base rate of pay for department employees.	01-03-00				248	
	FICA & Medicare	This is the City's share of FICA & Medicare cost for its employees.	01-21-00	828	1,148	1,377	1,493	1,917
	Expense Allowance - Other	Reimbursement of incidental expenses.	01-31-00	61		200		200
<b>Total Personnel</b>				<b>11,654</b>	<b>16,149</b>	<b>19,577</b>	<b>20,551</b>	<b>27,181</b>
Utilities	Electricity	Electric utility charges for the Nature Sanctuary. New in 2016.	03-02-00				58	600
	<b>Total Utilities</b>							<b>58</b>
Capital Exp.	Special Projects	No longer used. Improvement projects funded by the Nature Sanctuary donation funds. Moved to CIP.	04-03-00	2,803				
	<b>Total Capital Expenses</b>				<b>2,803</b>	<b>-</b>	<b>-</b>	<b>-</b>
Office Expenses	Office Supplies, Computer Accessories & Consumable Items	Includes items such as stationery, pens/pencils, folders, etc. as well as computer accessories, meeting supplies, and general consumables.	05-01-00		45	100	119	100
	Postage	All postage and shipping costs, along with any incidental charges.	05-02-00	7	14	50	5	50
	Printing	Expenses for printing work not performed by City personnel. This includes items such as business cards, forms, letterhead, and books.	05-04-00		532	500		500
	Equipment & Hand Tools	Equipment and hand tools necessary to completing work for the Nature Sanctuary.	05-21-00	154	540	400	253	400
	Materials	Hardware, mulch, signs, and other miscellaneous materials.	05-41-00	302	110	1,000	91	1,000
	Program Expenses	Costs associated with the Day Camps, Ghost Stories, and other events held in the Nature Sanctuary throughout the year. Offset by program fees.	05-42-00	1,931	2,868	2,700	3,548	2,700
<b>Total Office Expenses</b>				<b>2,394</b>	<b>4,109</b>	<b>4,750</b>	<b>4,018</b>	<b>4,750</b>
Maintenance	Building Maintenance & Repair	Maintenance and repair charges for the maintenance shed and Girl Scout shelter. Also includes portable restroom facilities.	06-01-00	15	1,216	950	885	950
	Trail Maintenance	Maintenance of trails in the Nature Sanctuary, including tree trimming and removal. Funding will help offset the local match associated with the MDC TRIM grant.	06-05-03	1,085	4,152	3,500	2,979	3,500
	Vehicle Repair and Maintenance	All maintenance and repair work for Nature Sanctuary vehicles. Includes brakes, tires, hydraulic problems, etc. Additional funding in 2016 includes the purchase of 2 new tires for the truck.	06-21-00	933	389	1,000	412	1,500
	Equipment Repair & Maintenance	All maintenance and repair work for Nature Sanctuary equipment.	06-21-01	63	187	150	72	150
	Vehicle Gas and Oil	Fuel for Nature Sanctuary vehicles.	06-22-00	129	330	400	276	400
<b>Total Maintenance</b>				<b>2,226</b>	<b>6,274</b>	<b>6,000</b>	<b>4,624</b>	<b>6,500</b>
City Services	Mosquito & Weed Control	Materials for mosquito and weed abatement in the Nature Sanctuary.	07-51-00		160	250	38	150
	<b>Total City Services</b>				<b>-</b>	<b>160</b>	<b>250</b>	<b>38</b>
Other Exp.	Miscellaneous	Miscellaneous includes uncategorized expenses.	09-21-00	276	464	500	389	500
	<b>Total Other Expenses</b>				<b>276</b>	<b>464</b>	<b>500</b>	<b>389</b>
<b>Total General Fund (10) Nature Sanctuary (535)</b>				<b>19,352</b>	<b>27,156</b>	<b>31,077</b>	<b>29,678</b>	<b>39,681</b>

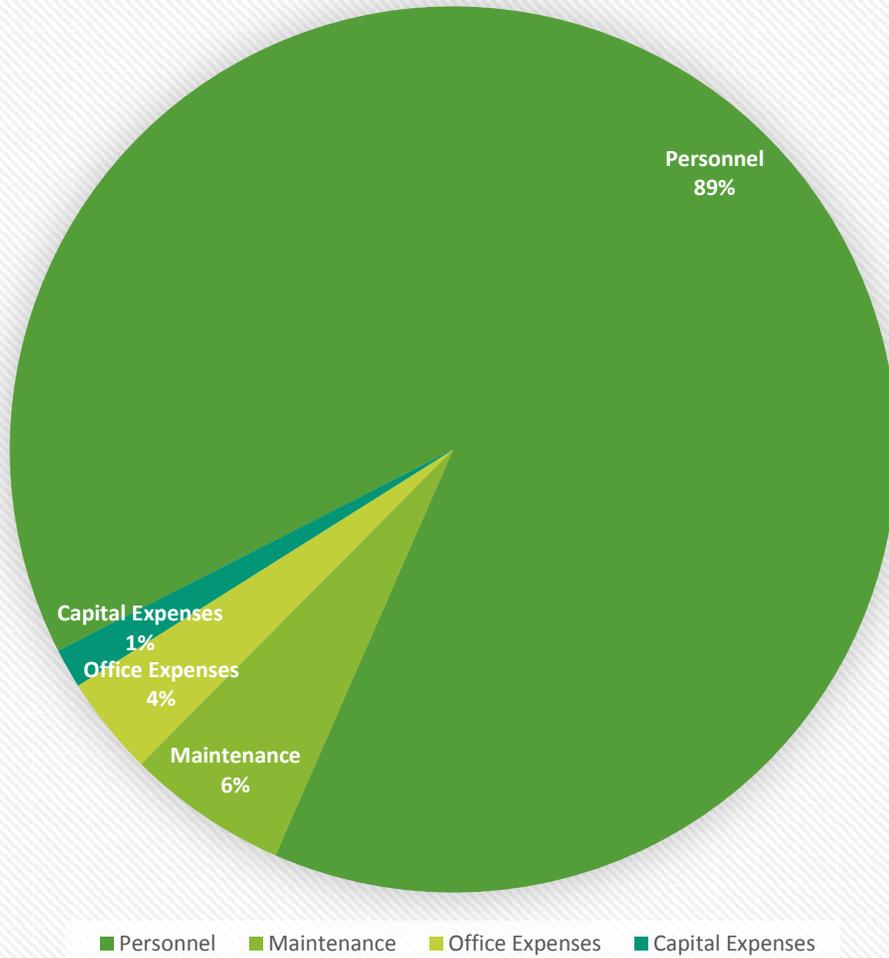
### Public Information Division

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Expenses</b>	16,915	15,450	17,750	15,357	13,810

The Public Information Division is responsible for community outreach via media sources. This includes live streaming and backup of public meetings, website management, and production and mailing of the City Newsletter. The Public Information budget and services are overseen by the Assistant to the City Administrator. Public meeting broadcast production and backup is contracted out to a third-party vendor. The City Newsletter is produced and mailed in-house and is funded by advertising revenue. Personnel expenses in the graph below represent the budgeted services contract with Curious Eye Projections. The budget reduction in 2016 from 2015 is a result of privately contracting the Parkville City Newsletter.



## 2016 Budget Public Information Expenses by Category



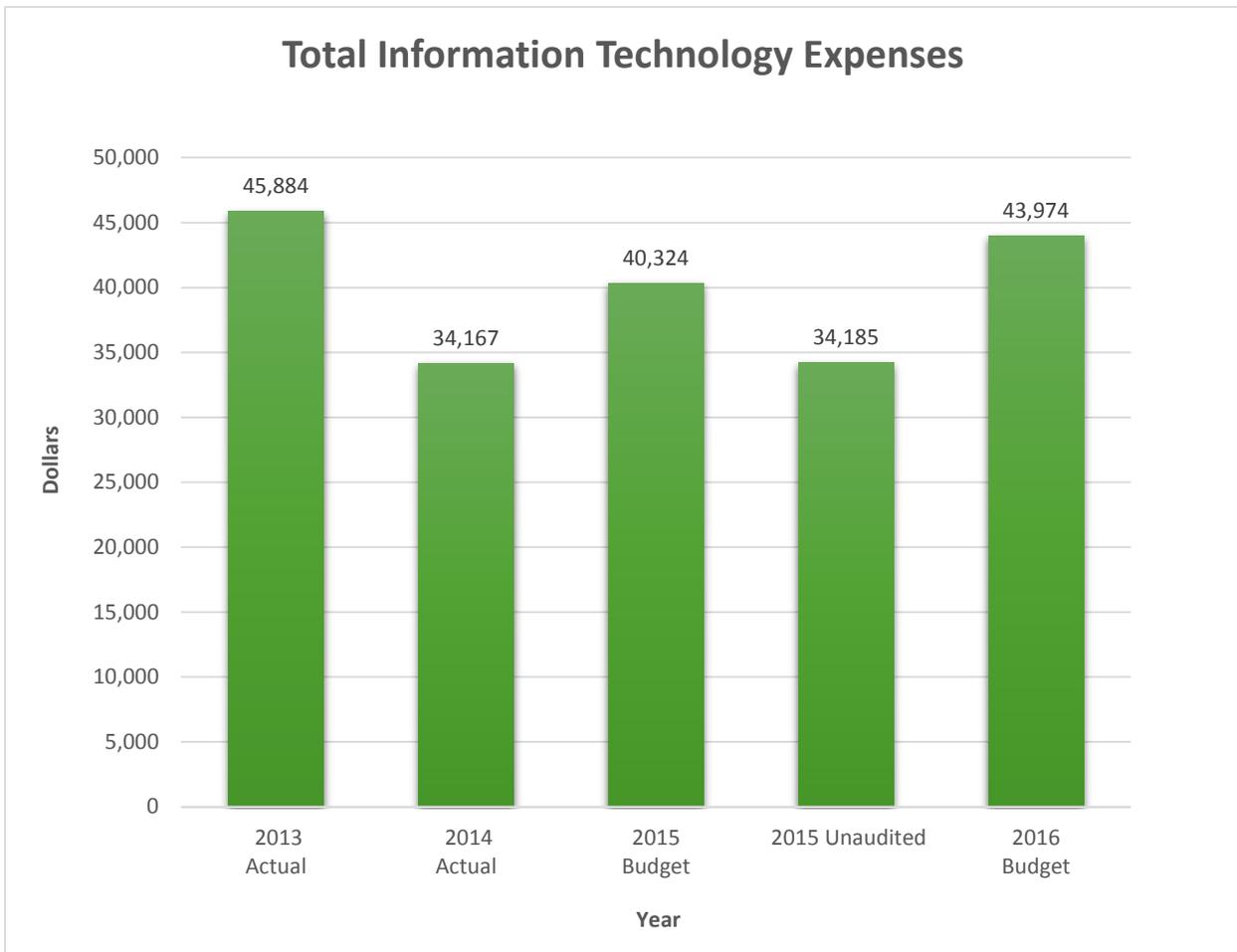
Category	Personnel	Maintenance	Office Expenses	Capital Expenses
Budget Expenses	12,300	810	500	200

General Fund (10) Public Information (540)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Personnel	Technical Consultant	Contract with Curious Eye to manage filming and live streaming of Board of Aldermen and Planning Commission meetings.	01-52-00	12,373	9,299	10,200	10,200	10,200
	Production Assistant	Cost for contract production assistants to film meetings (\$50/meeting). Includes small buffer for additional meeting recording as needed.	01-53-00	803	1,750	2,100	1,850	2,100
	<b>Total Personnel</b>				13,175	11,049	12,300	12,050
Capital Exp.	Computers & Programming	No longer used. Expense for live streaming one-time setup.	04-11-00	3,717	(299)			
	Office Equipment	The purchase of supplies for meeting recordings, such as DVDs.	04-21-00	23		200		200
<b>Total Capital Expenses</b>				3,740	(299)	200	-	200
Office Exp.	Computer Equipment, Access & Programming	The purchase of computer accessories, meeting recording accessories, and live stream accessories.	05-03-00		150	500	140	500
<b>Total Office Expenses</b>				-	150	500	140	500
Maintenance	Newsletter/Website	No longer used. Costs associated with the twice per year resident newsletter. Contracted with the Platte County Citizen for newsletter services in fall 2015. Previously in Administration Department.	09-05-00		3,991	4,000	2,508	
	Website Maintenance	Maintenance and upkeep charges for the City's website (www.parkvillemo.gov). Previously in Administration Department.	09-05-01			250	100	250
	Computer Maintenance	Annual subscription fees for live streaming (\$500/year) and Vimeo video archive service (\$59/year).	06-31-00		559	500	559	560
<b>Total Maintenance</b>				-	4,550	4,750	3,167	810
<b>Total General Fund (10) Public Information (540)</b>				16,915	15,450	17,750	15,357	13,810

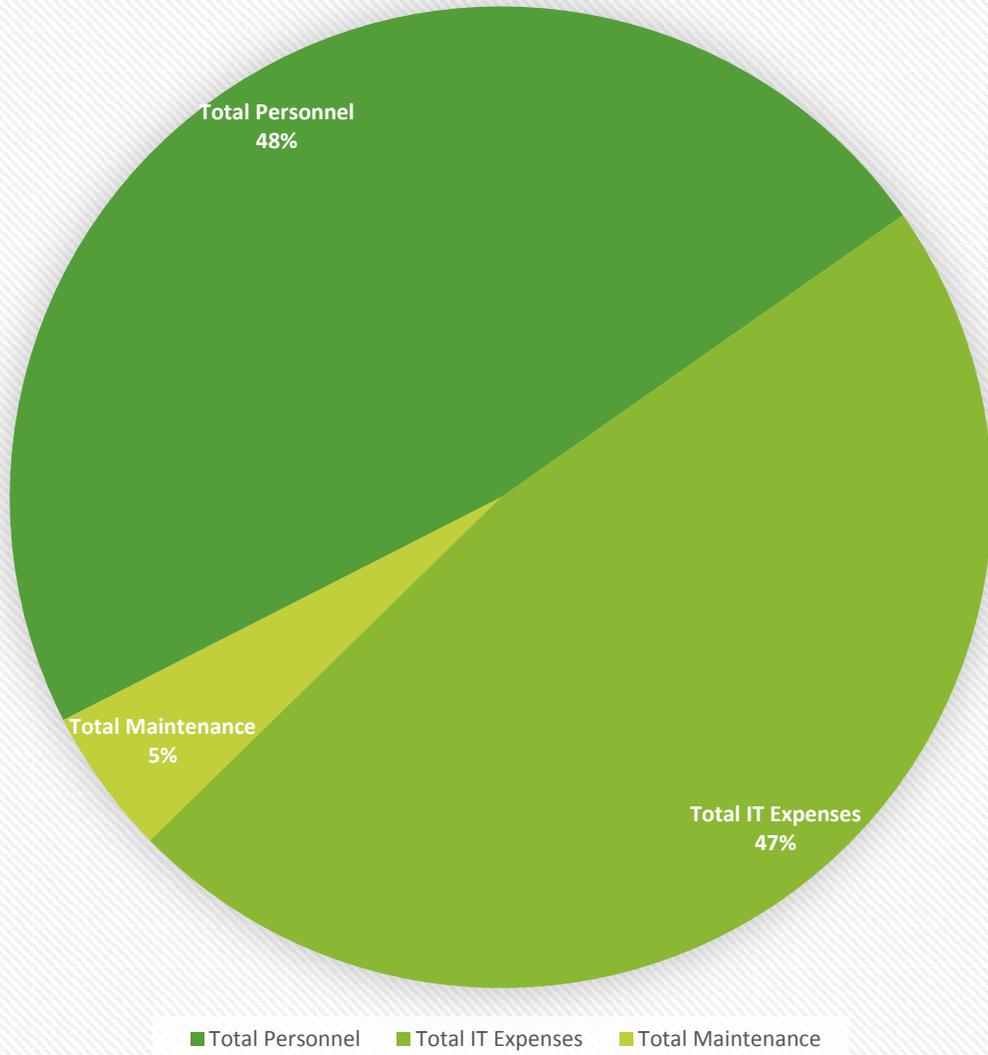
### Information Technology Division

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Expenses</b>	45,884	34,167	40,324	34,185	43,974

The Information Technology Division is responsible for providing secure, reliable, and responsive technology and business solutions that facilitate and enhance the City’s effectiveness in serving the citizens of Parkville. This includes hardware support, software trouble shooting, and other routine technical assistance. Information Technology services are currently provided by a third-party vendor on contract and overseen by the City Administrator. Personnel expenses in the graph below represent the budgeted IT Services contract with eNet, Inc. Annual maintenance costs of the City’s accounting software and spam blocker are included in the IT division



## 2016 Budget Information Technology Expenses by Category



Category	Total Personnel	Total IT Expenses	Total Maintenance
Budget Expenses	21,000	20,850	2,124

General Fund (10) Information Technology (555)								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Personnel	Information Technology Support Contract	The information technology support annual contract with eNet, LLC. (\$2,125/month maximum).	01-52-00	18,713	18,276	21,000	9,157	21,000
	Specialized Support Contract	No longer used. Specialized personnel and contract services required beyond Information Technology Support annual contract.	01-53-00	1,975				
	<b>Total Personnel</b>			<b>20,688</b>	<b>18,276</b>	<b>21,000</b>	<b>9,157</b>	<b>21,000</b>
IT Expenses	Equipment	The purchase of any new IT related equipment such as computers (w/ software), servers, printers, copiers, etc. Also includes the upgrade 14 remaining old hard drives (\$2,044).	02-01-00	18,214	494	1,500	6,212	5,500
	Software	Annual maintenance for the Incode accounting program (\$13,600 in 2016), spam blocker (\$1,000/year), Adobe software (\$360/year).	02-02-00	5,875	13,128	15,310	16,228	14,960
	Domain Registrations	Cost of domain registrations for parkvillemo.com and parkvillepolice.org (\$24/year), parkvillemo.gov (\$125/year), and website hosting with InfoDeli, LLC (\$20/month). Previously in Administration Division.	02-04-00		125	390	464	390
<b>Total IT Expenses</b>			<b>24,090</b>	<b>13,747</b>	<b>17,200</b>	<b>22,904</b>	<b>20,850</b>	
Maint.	Maintenance & Repair	Offsite server backup and disaster recovery (\$177/month).	06-01-00	1,106	2,144	2,124	2,124	2,124
<b>Total Maintenance</b>			<b>1,106</b>	<b>2,144</b>	<b>2,124</b>	<b>2,124</b>	<b>2,124</b>	
<b>Total General Fund (10) Information Technology (555)</b>				<b>45,884</b>	<b>34,167</b>	<b>40,324</b>	<b>34,185</b>	<b>43,974</b>

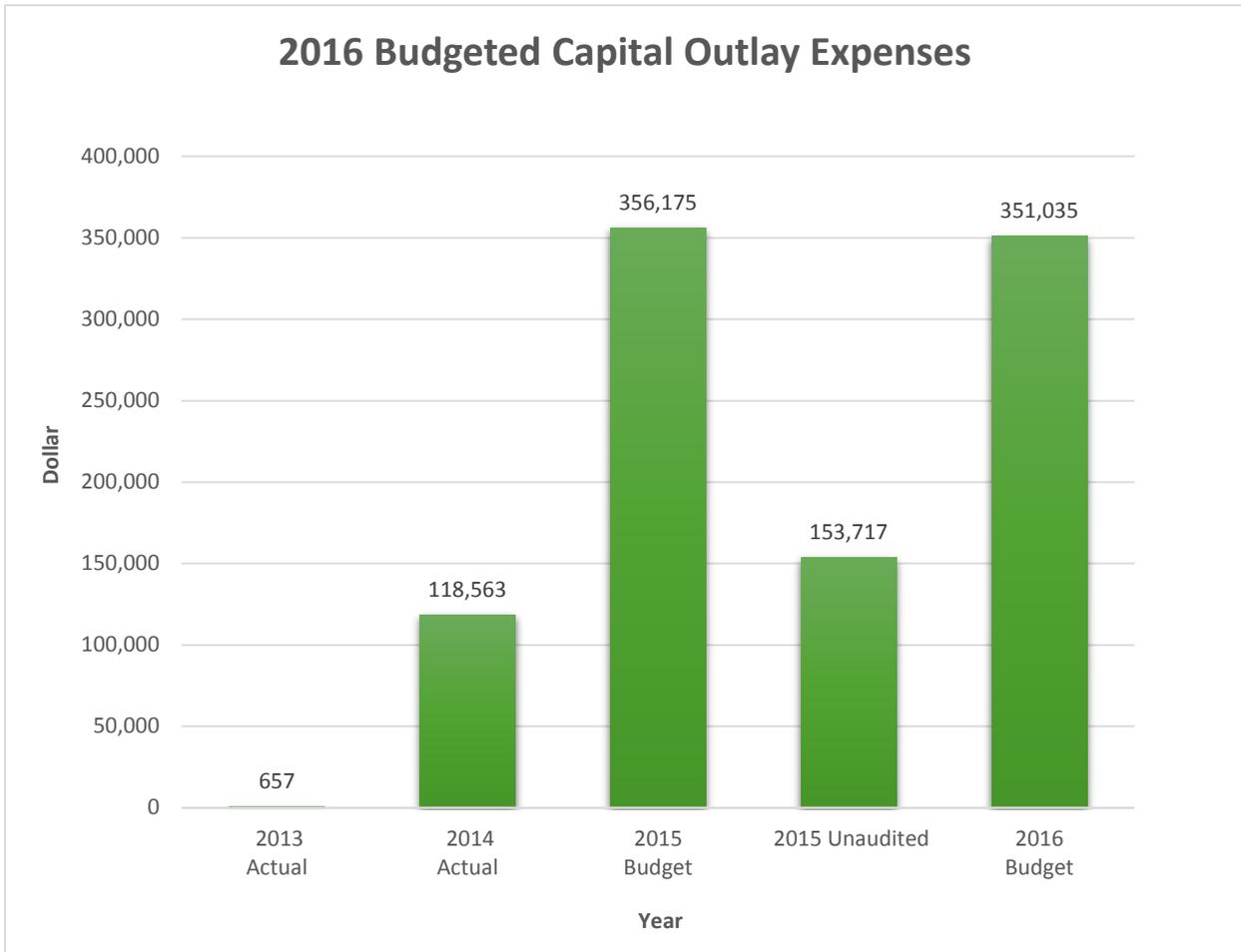
### Capital Outlay

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Expenses</b>	657	118,563	356,175	153,717	351,035

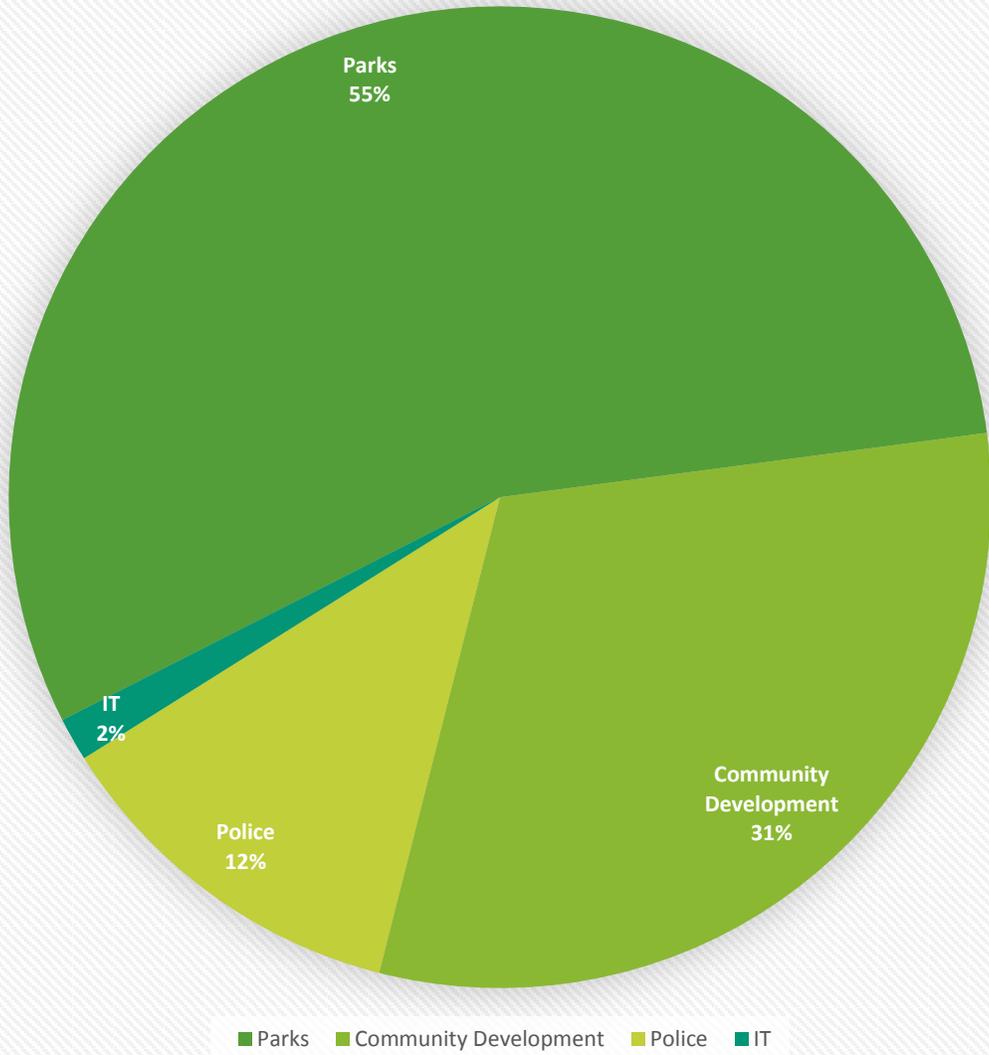
The Capital Outlay (General Fund) Division was created in 2015 to better report and record general fund capital outlay purchases. Prior General Fund capital outlay purchases were recorded individually within a division. This made it difficult to view a consolidated picture of the year’s major capital expenses from the general fund.

Previous general fund capital outlay expenditures (2013-2014) have been moved into this division for comparison purposes. This results in an artificial reduction in expenditures to the other general fund divisions that are now reported here.

In 2016, major general fund capital outlay expenses include budgeted expenses from the Police Department, Community Development, the Parks Division, and IT.



## 2016 Budget Capital Outlay (General Fund) Expenses by Category



Category	Parks	Community Development	Police	IT
Budget Expenses	194,500	109,000	42,535	5,000

General Fund (10) Capital Outlay (560)							
Type	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Admin.	There is no capital outlay budgeted for the Administration Department in 2016.	10-560-50-10-00					
			-	-	-	-	-
Police	2016: AWD 2016 Police Ford Taurus Sedan and equipment (\$34,500). Replacement of two existing in-car video systems with updated systems (\$7,420).	10-560- 50-50-00		56,473	34,500	34,423	42,535
			-	56,473	34,500	34,423	42,535
Court	There is no capital outlay budgeted for the Municipal Court in 2016.	10-560-51-00-00					
			-	-	-	-	-
Public Works	There is no capital outlay budgeted for the Public Works in 2016.	10-560-51-50-00			129,175	94,329	
			-	-	129,175	94,329	-
Community Development	2016: Zoning and Subdivision Regulations (Year 3 of 3) (\$67,000), Line Locator Kit (\$5,000), Replace 2004 Ford Taurus inspection vehicle (\$22,000); Demolish home at 6201 Hwy 9 (\$15,000).	10-560-51-80-00		35,000	110,000	24,964	109,000
			-	35,000	110,000	24,964	109,000
Streets	There is no capital outlay budgeted for the Streets Division in 2016.	10-560-52-00-00					
			-	-	-	-	-
Parks	2016: Parks Master Plan Update (\$42,000), Maintenance and Equipment Storage Facility (\$75,000), English Landing Parks Low Water Crossing Improvements (\$50,000), 5K/10K Markers and Parks Signage (\$10,000), Zero Turn Mower (\$17,500).	10-560-52-50-00	657	27,090	82,500		194,500
			657	27,090	82,500	-	194,500
Nature Sanctuary	There is no capital outlay budgeted for the Nature Sanctuary Division in 2016.	10-560-53-50-00					
			-	-	-	-	-
Public Information	There is no capital outlay budgeted for the Public Information Division in 2016.	10-560-54-00-00					
			-	-	-	-	-
IT	2016: New server to facilitate completion of the implementation of the Microsoft Exchange 2013 system.	10-560-55-50-00					5,000
			-	-	-	-	5,000
<b>General Fund (10) Capital Outlay (560)</b>			<b>657</b>	<b>118,563</b>	<b>356,175</b>	<b>153,717</b>	<b>351,035</b>

## Debt Service Funds

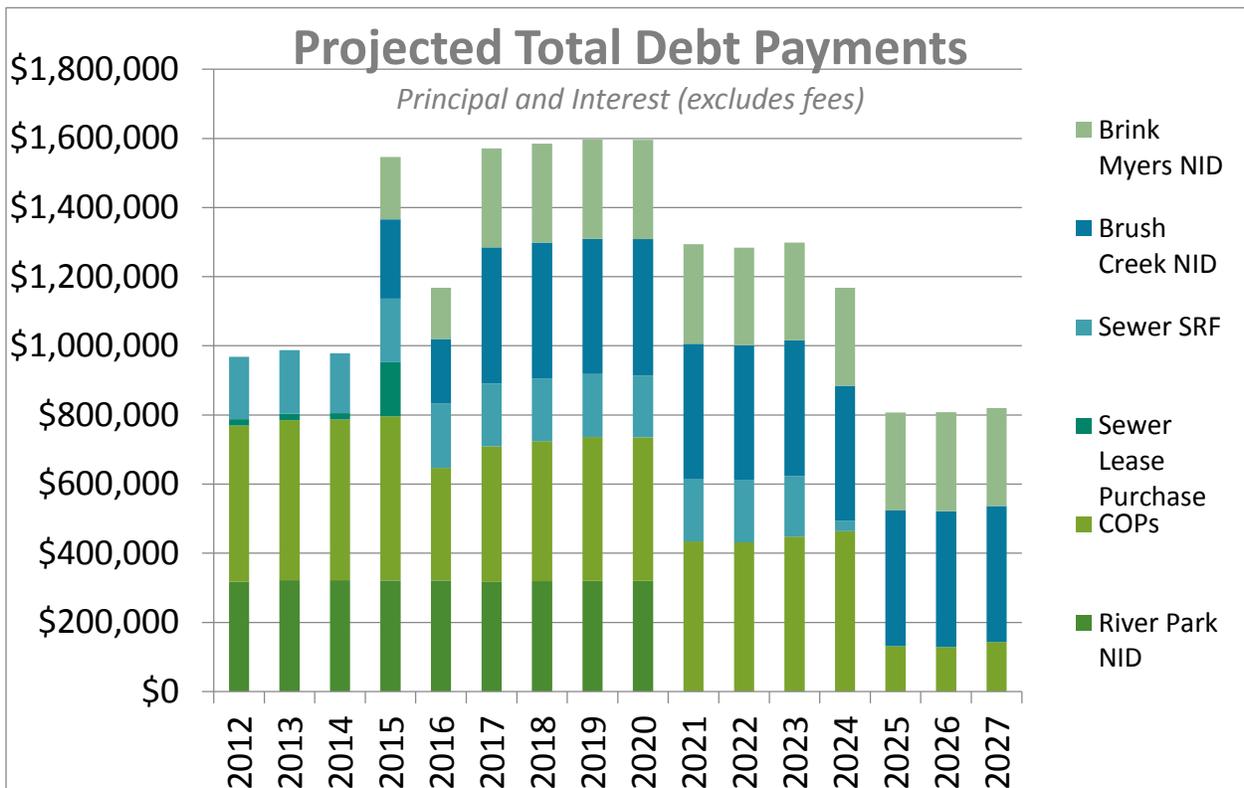
The Debt Service Funds are comprised of five funds that are used to account for the accumulation of resources for the payment of principal, interest, and related costs on the debt.

**REVENUES** – The City uses property taxes, special assessments, and sewer service charges to fund debt service payments. The City collects these revenues to make bond payments for the current year.

**EXPENSES** – The expenses for the budget year include only the bond payments and fees that will be due and payable.

### Active Debt Funds:

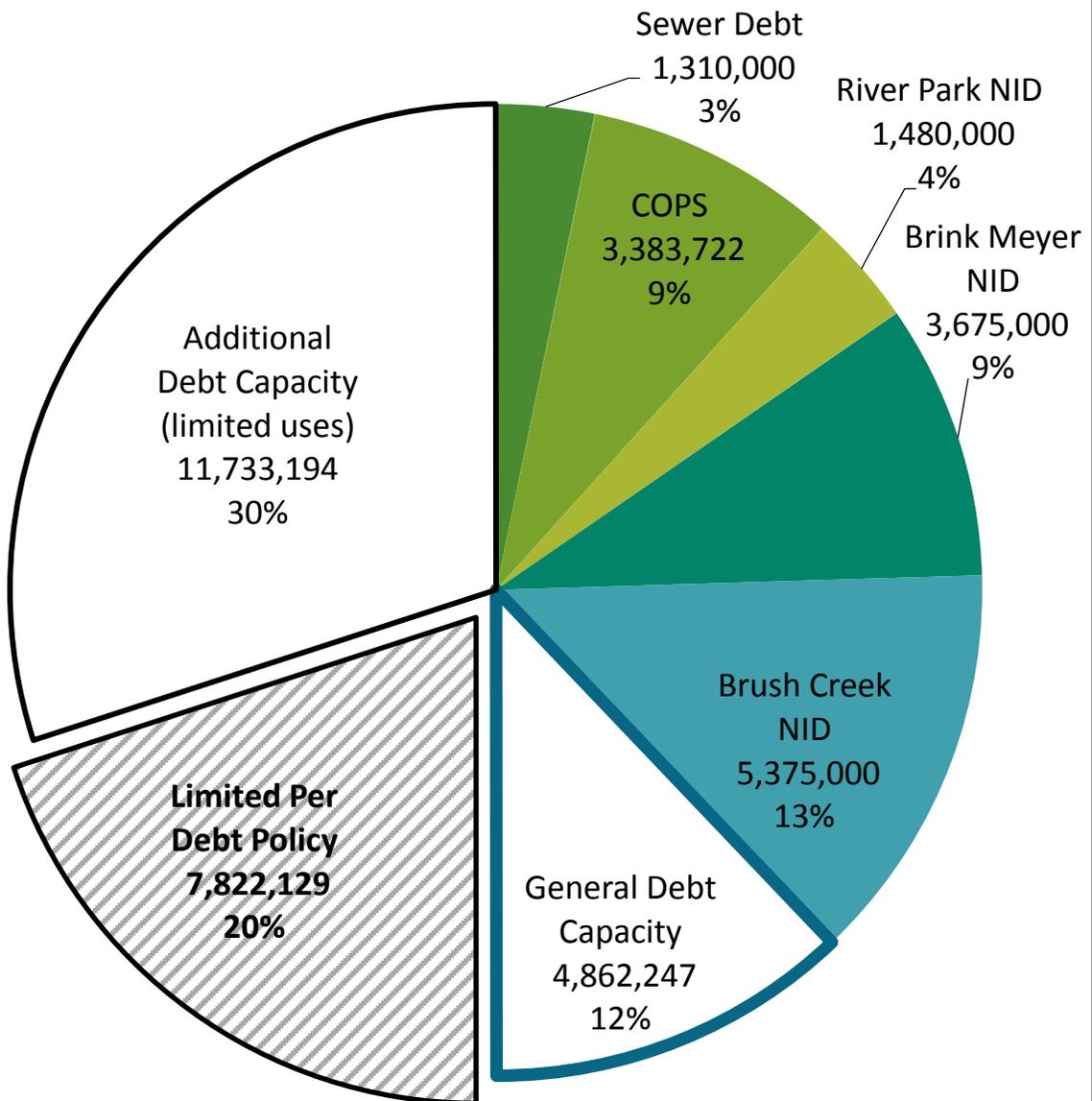
- General Debt Fund (22): 2006 Certificate of Participation (COPS), which includes the new City Hall and voter-approved projects from the 2004 ballot measure. Was refunded in late 2015 to reduce interest costs and General Fund impact.
- Sewer Debt Service Fund (30): State Revolving Loan (SRF) projects that are supported by sewer fees. Retires in 2025. The reduction in 2016 from 2015 was a result of an early retirement of a lease purchase loan for the sewer plant.
- Neighborhood Improvement Districts (21, 23, 24): Supported by assessments on benefitting properties.
  - River Park Neighborhood Improvement District (NID) financed infrastructure in The National. Retires in 2020.
  - Brush Creek Drainage Area Neighborhood Improvement District (NID) financed sewer expansion at the intersection of I-435 and Route 45. Retires in 2034.
  - Brink Meyer Road Neighborhood Improvement District (NID) financed road improvements and a retaining wall on Brink-Myers Road. Retires in 2034.



The General Obligation Debt Limit is 10% of the assessed value of the taxable tangible property. There is an additional 10% available for street and sewer expansions, or construction of utility plants. Total G.O. indebtedness may not exceed 20% of the assessed valuation of taxable property. By policy (Resolution No. 09-01-14), the Board has limited itself to no more than that 80% of the statutory limit.

## Total Debt and Debt Capacity (Dec. 2015) Based on 2015 Assessed Valuation

*Principal Only*



River Park NID Bonds (21) Revenues and Expenses								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Revenues	River Park Special Assessment	Assessment levied on property owners in the River Park NID.	41001-00	327,198	323,803	323,800	322,000	321,100
	Interest Income	Interest earned from general fund investments.	41701-00	211	167	200	180	200
<b>Total River Park NID Bonds (21) Revenues</b>				<b>327,408</b>	<b>323,969</b>	<b>324,000</b>	<b>322,180</b>	<b>321,300</b>
Expenses	Bond Principal	Payment of bond principal.	10-01-00	265,000	270,000	275,000	275,000	280,000
	Bond Interest	Payment of bond interest. Drop in interest payments is due to refinancing of bond issue at lower interest rates.	10-02-00	56,713	51,363	46,256	46,256	40,700
	Bond Fees	Payment of bond fees.	10-03-00	583	424	600	600	600
	River Park NID Reserve	Transfer of outstanding balance to be held in reserve for future debt payments.	20-01-00	5,113	2,183	2,144	324	
<b>Total River Park NID Bonds (21) Expenses</b>				<b>327,409</b>	<b>323,970</b>	<b>324,000</b>	<b>322,180</b>	<b>321,300</b>

Certificates of Participation (COPs) (22) Revenues and Expenses								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Revenues	Property Taxes	Property taxes collected for debt service.	41001-00	328,479	332,383	337,167	338,500	330,536
	Interest Income	Interest earned from investments.	41701-00	299	2,854	2,100	2,700	100
	Interest on COPS Reserved Funds	Interest earned from investments.	41701-01	8,022	8,227	8,000	11,580	
	Transfer from General Fund	This fund transfer covers the lease payment on City Hall.	42020-00	214,000	221,000	217,250	217,250	
<b>Total COPs (22) Revenues</b>				<b>550,800</b>	<b>564,464</b>	<b>564,517</b>	<b>570,030</b>	<b>330,636</b>
Expenses	2006/2015 COPS Bond Principal	Payment of bond principal.	10-01-00	235,000	250,000	270,000	270,000	270,000
	2006/2015 COPS Bond Interest	Payment of bond interest.	10-02-00	224,496	215,098	204,890	204,890	56,636
	2006/2015 COPS Bond Fees	Payment of bond fees.	10-03-00	3,650	3,025	3,850	3,850	4,000
	COPs Debt Reserve	Monies transferred to the General Debt Reserve; anticipated for early debt retirement.	20-01-00	87,654	91,852	85,777	91,290	
<b>Total COPs (22) Expenses</b>				<b>550,800</b>	<b>559,975</b>	<b>564,517</b>	<b>570,030</b>	<b>330,636</b>

Brush Creek NID Bonds (23) Revenues and Expenses								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Revenues	Brush Creek Special Assessment	Assessment levied on property owners in the Brush Creek NID.	41001-00		2,083	388,030	248,497	248,497
	Penalties	Fees collected by the County and remitted to the City for assessments that are collected after the deadline.					843	
	Interest Income	Interest earned from general fund investments.	41701-00			4,520	6,808	4,500
<b>Total Brush Creek NID Bonds (23) Revenues</b>				-	2,083	392,550	256,148	252,997
Expenses	Bond Principal	Payment of bond principal.	10-01-00					
	Bond Interest	Payment of bond interest. Drop in interest payments is due to refinancing of bond issue at lower interest rates.	10-02-00			228,663	228,663	187,088
	Bond Fees	Payment of bond fees.	10-03-00			2,000	2,000	2,000
	Brush Creek NID Reserve	Transfer of outstanding balance to be held in reserve for future debt payments.	20-01-00			146,687	10,285	54,181
	Brush Creek Maintenance Reserve	Transfer of portion of assessments designated for maintenance on the improvements during the life of the bonds.	20-02-00			15,200	9,728	9,728
<b>Total Brush Creek NID Bonds (23) Expenses</b>				-	-	392,550	250,676	252,997

Brink Meyer NID Bonds (24) Revenues and Expenses								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Revenues	Brink Meyer Special Assessment	Assessment levied on property owners in the Brink Meyer NID.	41001-00		1,522	275,166		
	Interfund Loan	Loan from Emergency Reserve Fund (or other sources) to cover shortfalls in assessment collections.					177,899	146,758
	Interest Income	Interest earned from general fund investments.	41701-00			3,330	4,975	3,230
<b>Total Brink Meyer NID Bonds(24) Revenues</b>				-	1,522	278,496	182,874	149,988
Expenses	Bond Principal	Payment of bond principal.	10-01-00					
	Bond Interest	Payment of bond interest.	10-02-00			180,874	180,874	147,988
	Bond Fees	Payment of bond fees.	10-03-00			2,000	2,000	2,000
	Brink Meyer NID Reserve	Transfer of outstanding balance to be held in reserve for future debt payments.	20-01-00			92,372		
	Brink Meyer Maintenance Reserve	Transfer of portion of assessments designated for maintenance on the improvements during the life of the bonds.	20-02-00			3,250		
<b>Total Brink Meyer NID Bonds (24) Expenses</b>				-	-	278,496	182,874	149,988

Sewer Service Debt (30) Revenues and Expenses								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Revenues	Sewer Fund	Transfer to pay all Sewer Fund debt.	41901-00	202,233	191,504	333,505	357,870	185,495
<b>Total Sewer Service Debt (30) Revenues</b>				<b>202,233</b>	<b>191,504</b>	<b>333,505</b>	<b>357,870</b>	<b>185,495</b>
Expenses	System Renewal Lease	Lease payment on sewer plant.	10-04-00	18,456	18,456	149,351	151,063	
	SRF Principal	Payment of bond principal.	12-11-00	140,000	140,000	145,000	157,083	150,000
	SRF Interest	Payment of bond interest.	12-11-01	33,865	32,684	29,897	32,552	26,975
	SRF Administration Fee	Payment of bond fees.	12-11-02	9,912	364	9,257	17,171	8,520
<b>Total Sewer Service Debt (30) Expenses</b>				<b>202,233</b>	<b>191,504</b>	<b>333,505</b>	<b>357,870</b>	<b>185,495</b>

## Sewer Fund

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Revenues</b>	1,605,801	1,924,326	2,111,552	2,144,488	1,888,933
<b>Expenses</b>	1,095,289	622,053	1,756,372	1,198,849	1,543,641
<b>Ending Balance</b>	510,513	1,302,273	355,180	945,640	345,292

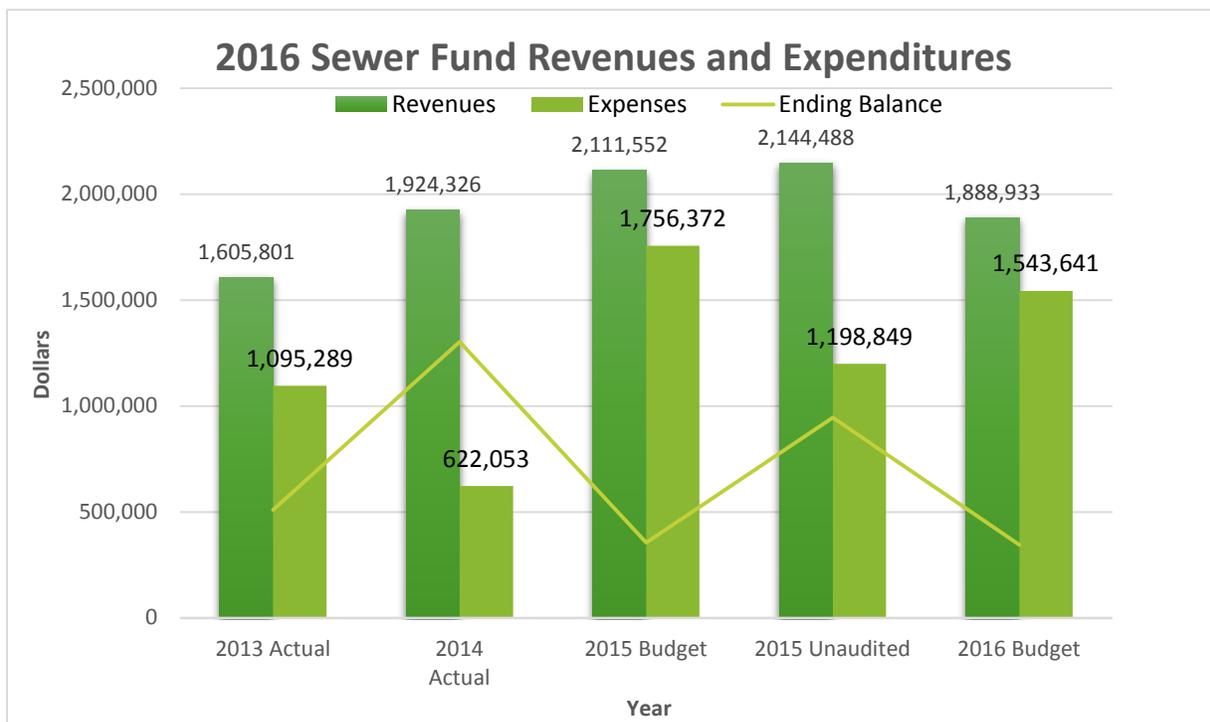
The Sewer Fund is an enterprise fund used to operate and maintain the City’s sewer service system. It is funded by the revenue collected from charges on customers using the service.

**REVENUES** –Revenues includes sewer service charges on utility customers, including connections fees and grinder pump fees.

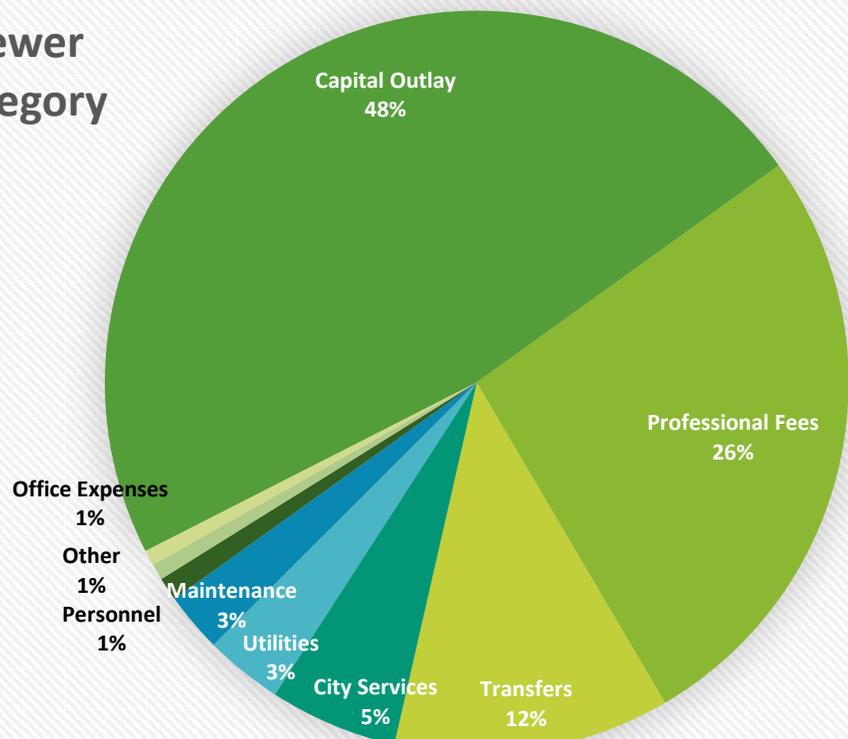
**EXPENSES** – Most of the expenses are for debt service, the operation of the waste water treatment plant, and maintenance of the sewer collection system.

The sewer department's day-to-day operations are handled by contract with Alliance Water Resources. The City’s contract provides for one local plant manager, one full-time operator, and one part-time operator. Under the supervision of the Public Works Director, Alliance oversees the collection of sewage and day-to-day operations at the waste water treatment plant.

The 2016 budget includes carryover for Sanitary Sewer Phase 2 improvements and 2015 CCTV. New projects include sewer evaluation and mapping. These projects will offset potential emergencies of the aging Parkville sewer system. A 2.5% rate sewer increase is recommended in 2016. This is 0.5% lower than the projections that were presented during the 2015 budget process. The impact to the average residential household of a 2.5% rate increase in 2015 would be approximately \$0.92 per month.

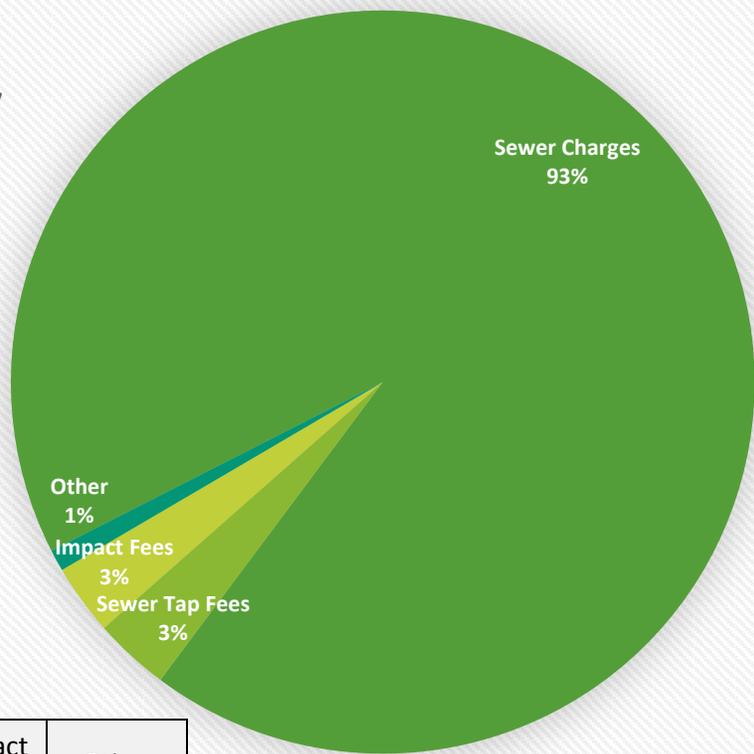


## 2016 Budget Sewer Expenses by Category



Category	Capital Outlay	Professional Fees	Transfers	City Services	Utilities	Maintenance	Personnel	Other	Office Expenses
Budget Expenses	734,500	408,513	185,495	86,000	52,180	40,000	15,698	10,805	10,450

## 2016 Budget Sewer Revenue by Category



Category	Sewer Charges	Sewer Tap Fees	Impact Fees	Other
Budget Revenues	1,014,750	36,000	33,600	10,270

**Sewer Fund (30) Revenues and Expenses**

Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Rev: Sewer	Beginning Fund Balance	Projected carryover from prior year.		605,952	516,873	1,020,362	1,104,409	945,640
	Sewer Charges	Charges levied on all utility customers for use of the City's sewer system.	41501-00	931,425	1,016,426	1,027,940	954,387	1,014,750
	Sewer Tap Fees	Fees required to connect to the City's sewer system (\$1,500/new home).	41502-00	30,000	43,500	30,000	39,000	36,000
	Sewer Impact Fees	Fees required to compensate the City for the increased demand on the sewer system (\$1,400/new home).	41502-01	28,000	42,000	28,000	36,400	33,600
	MOAW Bill Collection Payment	Money received from Missouri American Water for accepting water bills at City Hall.	41503-00	686	562	650		650
	Grinder Pump Administration Fee	A fee paid by the Riss Lake Home Owner's Association for collecting and remitting monthly Riss Lake Subdivision grinder pump maintenance fees.	41504-00	3,850	4,620		4,620	4,620
	Transfer from Sewer CIP	No longer used. Transfer from Sewer CIP to close out fund in 2014.	41902-00		294,984			
<b>Revenues: Sewer</b>				<b>1,599,913</b>	<b>1,918,965</b>	<b>1,086,590</b>	<b>2,138,816</b>	<b>1,089,620</b>
Rev: Interest	Interest Income	Interest earned from sewer fund investments.	41701-00	5,872	4,361	4,400	4,956	4,800
	<b>Revenues: Interest Income</b>				<b>5,872</b>	<b>4,361</b>	<b>4,400</b>	<b>4,956</b>
Rev: Misc	Miscellaneous	Includes reimbursements from Viking Football Club for water usage at Viking Field.	41804-00	16	1,000	200	716	200
	<b>Revenues: Misc</b>				<b>16</b>	<b>1,000</b>	<b>200</b>	<b>716</b>
<b>Total Sewer Fund (30) Revenues</b>				<b>1,605,801</b>	<b>1,924,326</b>	<b>2,111,552</b>	<b>2,144,488</b>	<b>2,040,260</b>

Sewer Fund (30) Revenues and Expenses								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Exp: Personnel	Salaries	The total salaries for sewer billing duties. A portion of staff salaries are covered by the Sewer Administrative Fee, as related to sewer work performed.	01-01-00	10,276	10,062	13,156	10,790	13,824
	FICA & Medicare	This is the City's share of FICA & Medicare cost for its employees.	01-21-00	573	770	1,006	839	1,058
	Professional Development	Cost of educational seminars and conferences attended by Sewer employees.	01-41-00				1,416	
	Retirement	The City's LAGERS contribution for 2016 is 5.9% of general employee salaries.	01-22-00					816
<b>Expenses: Personnel</b>				10,849	10,831	14,162	13,045	15,698
Exp: Insurance	Property & Liability	Premium payment for the City's property & liability coverage.	02-01-00	2,914	3,678	6,000	2,689	2,850
	Health, Life, & Dental	The City offers health, dental, and life insurance to its employees and subsidizes a portion of the premium. Reflects premium increases for employees.	02-02-00				1,622	2,955
	Workers Compensation	The workers compensation premium that covers all sewer employees.	02-03-00					500
	Unemployment	This covers the cost of any unemployment insurance claims for the Sewer Department.	02-04-00					500
<b>Expenses: Insurance</b>				2,914	3,678	6,000	4,312	6,805
Exp: Utilities	Telephone & Voicemail	The charges for local and long distance telephone service for the sewer plant and lift station dialers.	03-01-00	2,382	2,394	2,600	2,278	1,600
	Electricity	Electric utility charges for the sewer plant and pump stations.	03-02-00	37,018	36,499	41,000	37,783	46,000
	Water	Water utility charges for the sewer plant.	03-04-00	5,492	2,083	3,500	1,606	3,500
	Wi-Fi	The cost of the Wi-Fi hotspot at the sewer plant for internet access.	03-06-00	520	440	480	480	480
	Trash Hauling	The charges for trash hauling at the sewer plant (\$70/year for Main Lift Station dumpster and \$356.52/year for Sewer Plant dumpster).	03-09-00	785	297	600	392	600
<b>Expenses: Utilities</b>				46,197	41,713	48,180	42,539	52,180
Exp: Office Expenses	Office Supplies	This includes items such as stationery, pens/pencils, folders, etc. as well as computer accessories, meeting supplies and general consumables.	05-01-00	46	229	100	257	150
	Postage	All postage and shipping costs, along with any incidental charges.	05-02-00	6,387	6,868	9,000	5,795	7,000
	Delinquencies	Administrative costs related to delinquency collections such as water shut off costs, filing property liens, and certified letters.	05-06-00			1,500	826	2,000
	Printing	Expenses for printing work not performed by City personnel. This includes items such as business cards, forms, letterhead, and books.	05-04-00	1,033	1,032	1,500	1,055	1,300
<b>Expenses: Office Expenses</b>				7,466	8,130	12,100	7,933	10,450

Sewer Fund (30) Revenues and Expenses								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Exp: Maintenance	Building Maintenance & Repair	General maintenance for the sewer plant. Includes field Dissolved Oxygen (DO) meter, repair of the water hydrant, and replacing steel doors and frames.	06-01-00	4,190	4,787	8,500	6,863	12,000
	Pump Stations Maintenance	General maintenance for six pump stations in the City.	06-12-00	33,450	7,968	20,000	12,992	20,000
	Vehicle Repair & Maintenance	Maintenance for sewer vehicles.	06-21-00	758	105	500	41	500
	Tractor / Lawn Mowing Equipment	Maintenance for the sewer plant tractor and lawn equipment.	06-21-02	449	1,024	500	484	1,000
	Vehicle Gas & Oil	Fuel for sewer division vehicles.	06-22-00	2,056	1,254	3,000	802	3,000
	Equipment Gas & Oil	Fuel for sewer equipment, including the tractor, mower, and generator.	06-22-01	791	1,198	1,500	868	1,500
	Software Support Agreement	Annual software maintenance for Data Tech Summit sewer billing software.	06-33-00		1,768	2,170	1,910	2,000
<b>Expenses: Maintenance</b>				<b>41,694</b>	<b>18,103</b>	<b>36,170</b>	<b>23,959</b>	<b>40,000</b>
Exp: City Services	Line Repairs	This covers emergency repairs to sewer lines and manholes. Root control and unexpected clogs. It does not cover repairs budgeted in the sewer CIP.	07-34-00	2,926	5,522	20,000	24,708	20,000
	One Call Utility Locating	This is a fee charged to the City for every One Call sewer utility locate requested in the City limits.	07-42-00	1,176	2,366	2,000	3,180	2,000
	One Call Equipment & Supplies	No longer used. All equipment and supplies needed to mark sewer lines at One Call locations.	07-42-01	251				
	MOAW Sewer Billing	No longer used. MOAW discontinued sewer billing. This line item covered the sewer billing software purchase in 2012.	07-81-00	1,680				
	KC Water Dept.	Fees paid to the KCMO Water Department for sewer service provided to some Parkville residents The decrease in 2016 is a result of the decommission of Eastside Pump station.	07-82-00	56,937	62,521	55,655	46,868	26,000
	Platte County Regional Sewer District	Fees paid to the PCRSD for wastewater treatment for Parkville residents formerly served by Eastside Pump station.					3,961	16,000
	Odor Control	Chemical used to mitigate odors from sewer lines. Includes the replacement of the odor control carbon at the McAfee Pump Station.	07-91-00	11,034	18,138	19,000	18,851	22,000
<b>Expenses: City Services</b>				<b>74,004</b>	<b>88,546</b>	<b>96,655</b>	<b>97,568</b>	<b>86,000</b>
Exp: Professional Fees	Attorney Fees	Fees associated with contract reviews and sewer related legal questions.	08-01-00	576	7,049	10,000		2,500
	Engineering Fees	This covers the fees for work performed by the City Contract Engineer for the sewer system, including SSES Program engineering and management.	08-03-00	704	1,600	8,500	9,900	10,000
	Management Contract	Contract with Alliance Water Resources to operate the sewer plant.	08-04-00	263,925	275,395	282,245	282,245	290,483
	Administration Fee	Administrative salaries for sewer related work, Missouri One Call services, and other sewer related administrative functions.	08-06-00	100,000	100,000	101,500	101,500	103,530
	Credit Card Fees	Costs associated with processing credit card transactions.	08-07-00		546	2,000	2,732	2,000
	Sewer Refunds	Refunds for bill over payments	08-08-00				321	
<b>Expenses: Professional Fees</b>				<b>365,205</b>	<b>384,590</b>	<b>404,245</b>	<b>396,698</b>	<b>408,513</b>
Exp: Other Exp.	Miscellaneous	Miscellaneous includes uncategorized expenses.	09-21-00	292	4,833	2,000	851	2,000
	DNR Fees	Annual fee to the Missouri Department of Natural Resources based on the number of sewer connections in the City.	09-22-00	1,368	1,641	1,800	1,792	2,000
<b>Expenditures: Other Expenditures</b>				<b>1,660</b>	<b>6,474</b>	<b>3,800</b>	<b>2,643</b>	<b>4,000</b>

Sewer Fund (30) Revenues and Expenses								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Exp: Capital Outlay	Equipment & Machinery	For the purchase of operating equipment for the Sewer Plant. Includes replacement of 2 tires and 4 rims on the tractor (\$7,000) and rebuilding influent mechanical screen (\$3,000).	04-31-00	862	14,398	33,500	6,615	10,000
	Sewer Plant Improvements	Improvements and enhancements to the sewer plant. Includes storage building (\$90,000), clarifier floor replacement (\$45,000), and mission control for WWTP (\$12,000).	04-51-00	1,794		90,000	407	147,000
	Pump Station Improvements	Improvements to pump stations. Includes carryover from Pinecrest wet well (\$16,000). New projects include FF Hwy and McAfee pump station modifications planned for 2016 (\$11,800). Begin design of 45 Hwy Pump Station improvement, to be constructed in 2017 (\$6,200).	04-61-00		27,694	191,000	185,637	34,000
	Line Maintenance	Includes carryover for Sanitary Sewer Phase 2 improvements and 2015 CCTV (\$252,000). New projects include sewer evaluation and mapping (\$6,500), Sanitary Sewer Phase 3 manhole repairs (\$230,000), and 2016 CCTV & Cleaning (\$55,000).	06-42-00	2,980	11,566	415,750	197,854	543,500
	Other Maintenance	Improvements to collection lines.	06-99-00		6,330	72,025	68,575	
<b>Expenditures: Capital Outlay</b>				5,636	59,988	802,275	459,088	734,500
Exp: Transfers	Transfer to 12-year CIP	No longer used. Funds are transferred to the Sewer CIP to be reserved for capital projects planned over the next 12 years.	20-01-01	289,000				
	Transfer to Debt Service Fund (for Bonds)	No longer used. Funds are transferred to Debt Service for bond payments. Paid off in 2015.	20-02-02	18,456		149,351	151,063	
	Transfer to Debt Service Fund (for SRF)	Funds are transferred to Debt Service for SRF payments.	20-02-03	183,777		183,434		185,495
	Transfer to Equipment Fund	No longer used. Transfer to the Equipment Fund to cover sewer related equipment purchases. Replacement truck in 2013.	20-42-00	23,431				
	Transfer to Projects Fund	No longer used. Transfer to the Projects Fund to cover sewer related project expenditures. Repairs to sewer equipment building in ELP in 2013.	20-43-00	25,000				
<b>Expenditures: Transfers</b>				539,664	-	332,785	151,063	185,495
<b>Total Sewer Fund (30) Expenditures</b>				1,095,289	622,053	1,756,372	1,198,849	1,543,641
<b>Ending Fund Balance Sewer Fund (30)</b>				510,513	1,302,273	355,180	945,640	496,619

## Transportation Fund

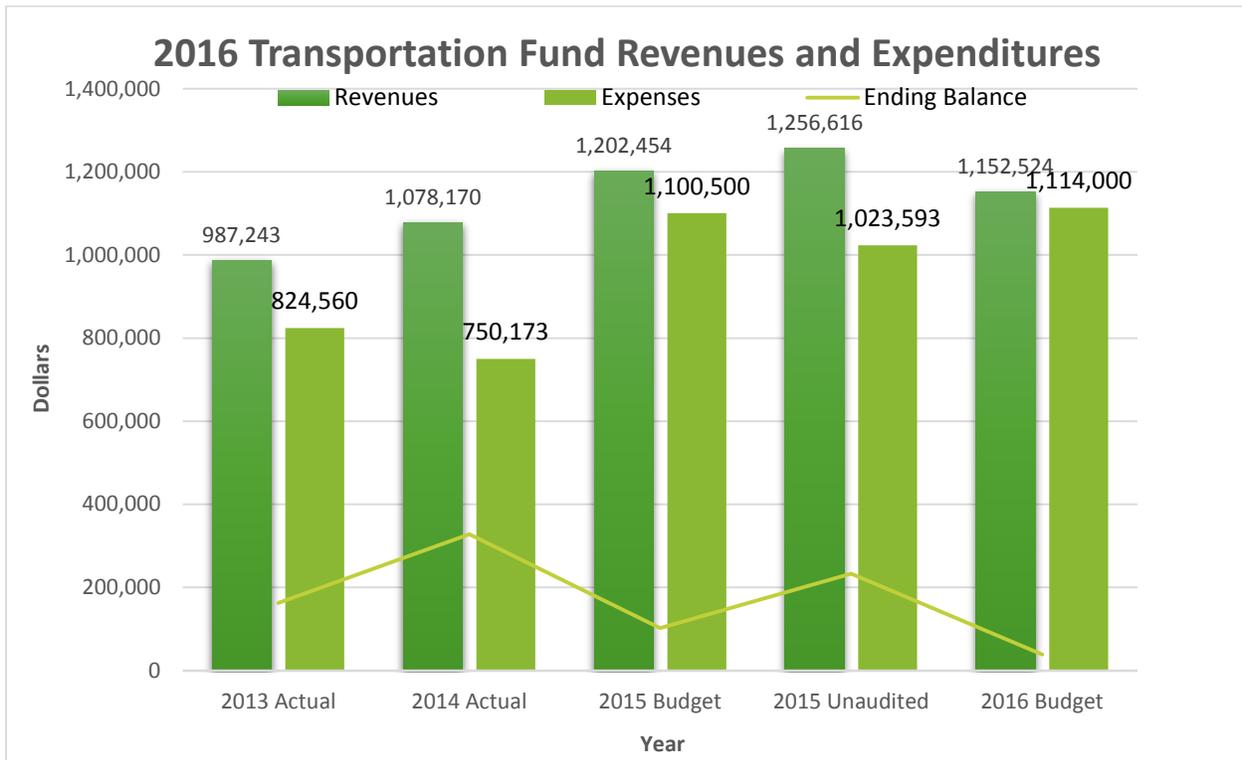
Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Revenues</b>	987,243	1,078,170	1,202,454	1,256,616	1,152,524
<b>Expenses</b>	824,560	750,173	1,100,500	1,023,593	1,114,000
<b>Ending Balance</b>	162,683	327,997	101,954	233,023	38,524

The Transportation Fund accounts for most resources used to promote and improve the City's transportation network. Transportation Fund revenues are allocated specifically to pay for transportation projects and expenses.

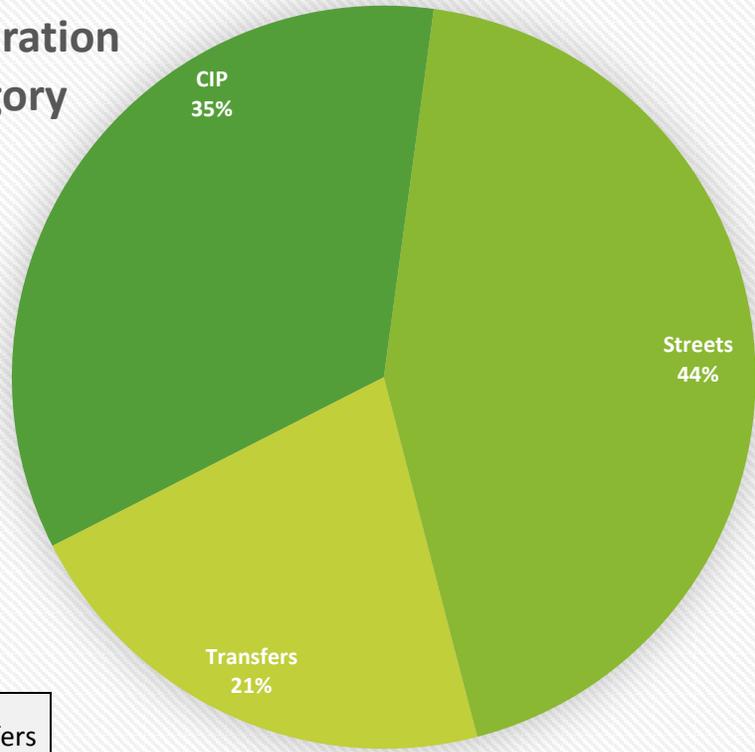
**REVENUES** – The City receives funds through sales taxes and intergovernmental grants. The Motor Fuel Tax and the City Transportation Sales Tax can be used for any transportation-related purpose. The County Transportation Sales Tax and the Parkville Special Road District revenue are received for major capital transportation projects.

**EXPENSES** – Most of the expenses are for capital improvements, streetlights, and a transfer to the General Fund to help subsidize personnel expenses for the Street Division of the Public Works Department.

The 2016 budget includes significant expenses for an asphalt overlay program, a crack seal project, streetlight electricity, and the purchase of one new street truck/snow plow.

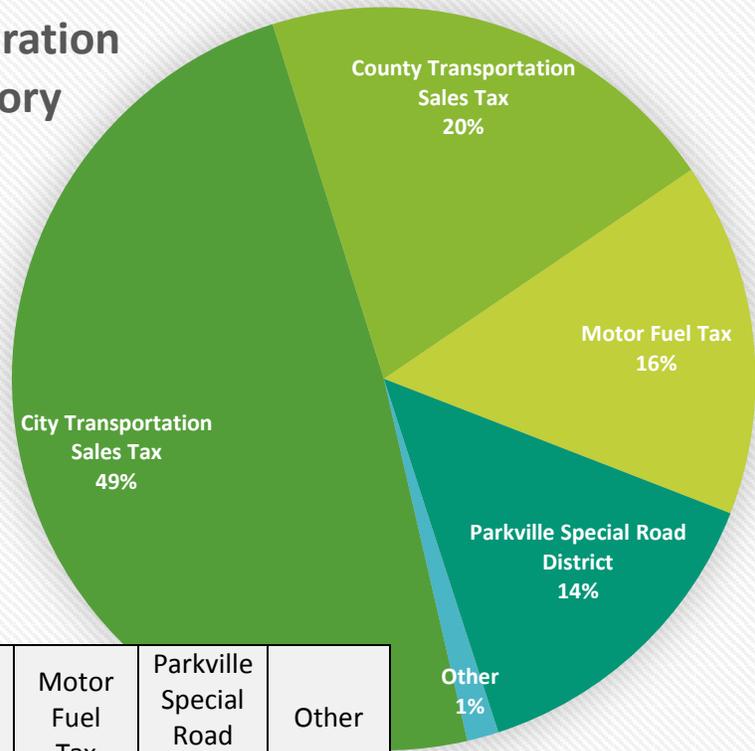


## 2016 Budget Transportation Expenses by Category



Category	CIP	Streets	Transfers
Budget Revenues	386,000	488,000	240,000

## 2016 Budget Transportation Revenue by Category



Category	City Transportation Sales Tax	County Transportation Sales Tax	Motor Fuel Tax	Parkville Special Road District	Other
Budget Revenues	456,000	190,000	144,000	132,000	12,825

**Transportation Fund (40) Revenues and Expenses**

Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
	Beginning Fund Balance	Projected carryover from prior year.		190,187	162,683	318,954	327,997	217,699
Rev: Transportation	Parkville Special Road District	The City's percentage of property tax assessed by the County for the Special Road District.	41006-00	122,341	124,328	126,000	128,588	132,000
	City Transportation Sales Tax	The City levies a 0.5% sales tax to fund transportation projects.	41404-00	398,083	438,160	435,000	444,174	456,000
	Motor Fuel Tax	The State collects a tax on motor fuel and remits a portion to the City.	41405-00	140,867	143,352	141,000	147,895	144,000
	County Transportation Sales Tax	This is the City's portion of the County sales tax for transportation projects.	41406-00	134,865	178,948	170,000	194,587	190,000
	Project Cost Share	Funding from private entities or other sources for partial components of public projects.	41504-00		10,000		2,300	5,325
	Leased Properties	Revenue from City-owned properties.	41802-00	900				
	Sale of Transportation Fund Equipment	Revenue generated from the sale of transportation related equipment.	41805-00		8,275		11,075	7,500
	Refunds	Miscellaneous reimbursements.	41901-00		4,300	11,500		
	Transfers from Other Funds	Transfers from Other Funds.	42001-00		8,125			
<b>Total Transportation Fund (40) Revenues</b>				<b>987,243</b>	<b>1,078,170</b>	<b>1,202,454</b>	<b>1,256,616</b>	<b>1,152,524</b>

Transportation Fund (40) Revenues and Expenses								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Exp: Streets	Building Maintenance & Repair	Maintenance and repairs for the street barn including security system, minor roof repairs, HVAC, etc. Funding in 2015 includes replacement for entry doors.	06-01-00		1,656	11,500	5,526	5,000
	Vehicle & Equipment Maintenance	Maintenance work for Streets Division vehicles and equipment such as brakes, tires, hydraulic problems, etc.	06-21-00		8,226	10,500	17,535	10,500
	Vehicle & Equipment Gas & Oil	Fuel for Streets Division vehicles and equipment.	06-22-00		23,028	25,500	15,835	25,500
	Emergency Snow Removal	Purchase of sand and salt to spread on roads during snow removal.	07-20-00		29,300	30,000	29,920	40,000
	Storm Sewers - General Repair	All general repairs on the City's storm sewer system.	07-32-00		2,762	2,500	5,928	2,500
	Street Repair Materials	For asphalt necessary to complete simple repairs on city streets. This does not include asphalt overlay projects, crack seal materials, dirt, and paint.	07-33-00		9,010	15,000	7,020	15,000
	Street Lights	Utility charges for city street lights and costs for routine repair and maintenance. The 2016 utility costs include the new street lights on Route 9.	07-41-00		228,634	235,000	228,981	260,000
	Street Signs	Purchase of new and replacement street signs needed for City streets.	07-44-00		1,424	2,000	1,378	2,500
	Street Sweeping	Street sweeping of all roads citywide; will be performed twice annually beginning in 2016.	07-45-00		6,780	8,500	7,200	15,000
	Tree Trimming & Removal	Maintenance of trees located within rights-of-way on City streets.	07-52-00		2,203	4,000	4,075	6,000
	Rental Equipment	Rental costs for equipment not owned by the City such as air compressors, tractor with extendable arm for ROW tree trimming, and bucket trucks.	07-60-00		184	8,000	147	3,000
	Miscellaneous	Miscellaneous uncategorized expenses related to the maintenance of the City's street network.	09-21-00			500		1,000
<b>Expenses: Streets (520)</b>				-	313,207	353,000	323,546	386,000
Exp: Capital Outlay	Street Programs	Miscellaneous expenses related to capital improvements for street maintenance.	04-71-00		27			
	Equipment	Inlcudes one truck/snowplowing equipment (\$55,000), ditch bank mower (\$65,000), mower Attachment (\$8,000). The ditch bank mower is a 2015 carry over.	04-85-01		49,689	152,500	104,758	128,000
	Crack Seal Project	Annual Crack Seal project (\$15,000).	04-81-00	14,303	17,564	20,000	16,080	15,000
	Slurry Seal Project	No longer used. Annual slurry seal project.	04-82-00	10,970				
	Street Striping	Annual Street Striping Project (\$20,000).	04-83-00		6,902	10,000	13,866	20,000
	Asphalt Overlay Program	Materials and service for the Asphalt Overlay Program (\$225,000).	04-85-00			220,000	220,243	225,000
	Curb & Sidewalk Program	Materials and service for the Curb & Sidewalk Program (\$100,000).	04-90-00	63,287	7,784	100,000	100,100	100,000
<b>Expenses: CIP</b>				88,560	81,966	502,500	455,047	488,000
Exp: Transfers	Transfer to General Fund	Fund transfer to reimburse Streets Division for transportation related expenses.	20-10-00	625,000	355,000	245,000	245,000	240,000
	Transfer to Equipment Fund	No longer used. Fund transfer to purchase transportation related equipment.	20-42-00	111,000				
<b>Expenses: Transfers (550)</b>				736,000	355,000	245,000	245,000	240,000
<b>Total Transportation Fund (40) Expenses</b>				824,560	750,173	1,100,500	1,023,593	1,114,000
<b>Ending Fund Balance Transportation Fund (40)</b>				162,683	327,997	101,954	233,023	38,524

## Fewson Fund

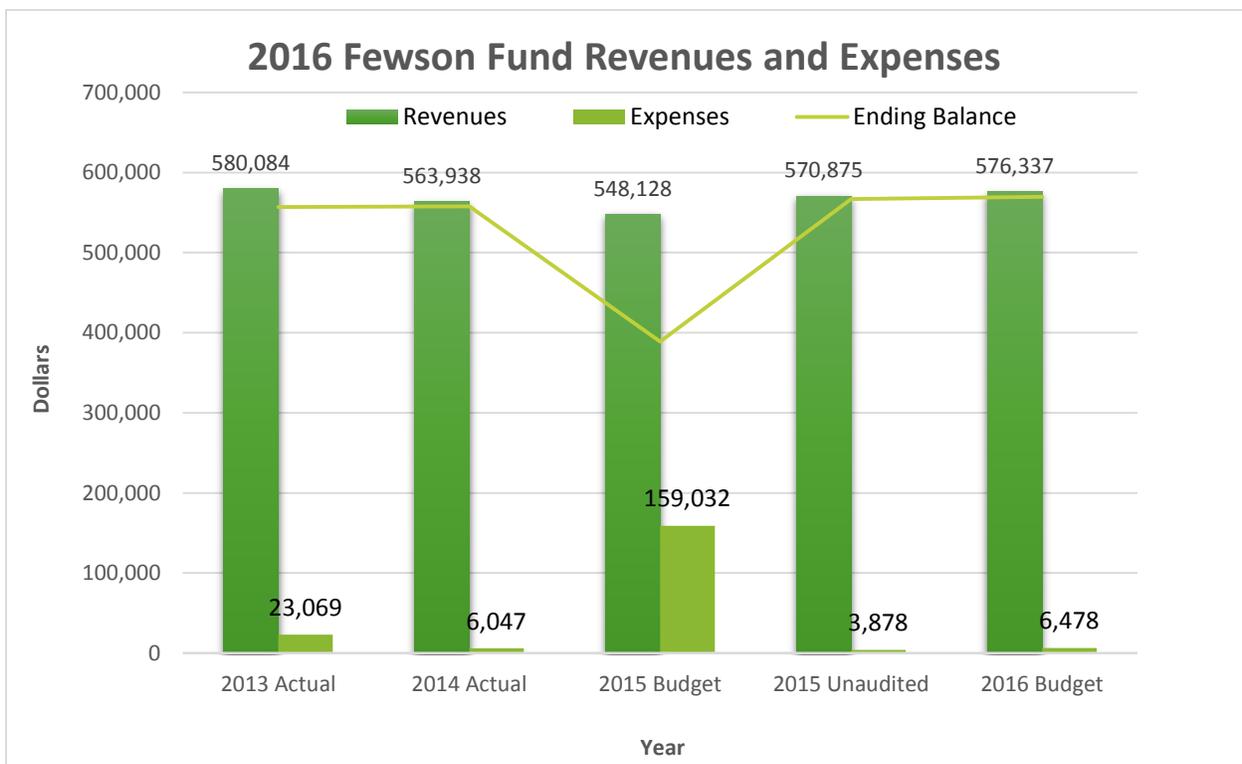
Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Revenues</b>	580,084	563,938	548,128	570,875	576,337
<b>Expenses</b>	23,069	6,047	159,032	3,878	6,478
<b>Ending Balance</b>	557,014	557,891	389,096	566,997	569,859

In 1998, Parkville resident George W. Fewson left a portion of his estate in trust to the City of Parkville. The original Fewson Trust documents direct that 50% of annual proceeds be distributed to the City for “general projects for the City of Parkville, Missouri.” Therefore, the City has reserved 50% of the Fewson earnings each year for capital projects.

**REVENUES** – Primarily interest earned on investments. George Fewson stipulated that half of earnings be retained in the fund.

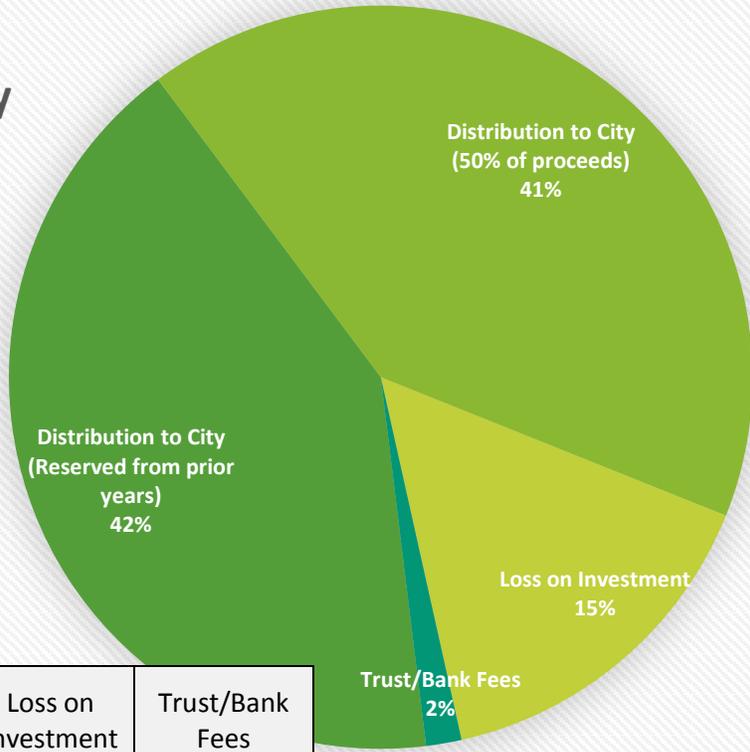
**EXPENSES** – In 2015, the primary expense will be a Fewson Fund project loan that will require repayment from the General Fund in future years. Other expenses include loss on investment, fees, and interest distribution to the city.

By adopting the Fewson Fund Policy in 2013 the Board of Aldermen expressed its intent to utilize these funds for specific projects in the future. In 2015, the budget identified the English Landing Park restroom project as a project for a Fewson Fund loan. The advantage of taking a loan from this fund is that the City recoups some of its interest payments as earnings to the Fewson Fund. This loan will be repaid over four years from the General Fund.



## 2016 Budget Fewson Expenses by Category

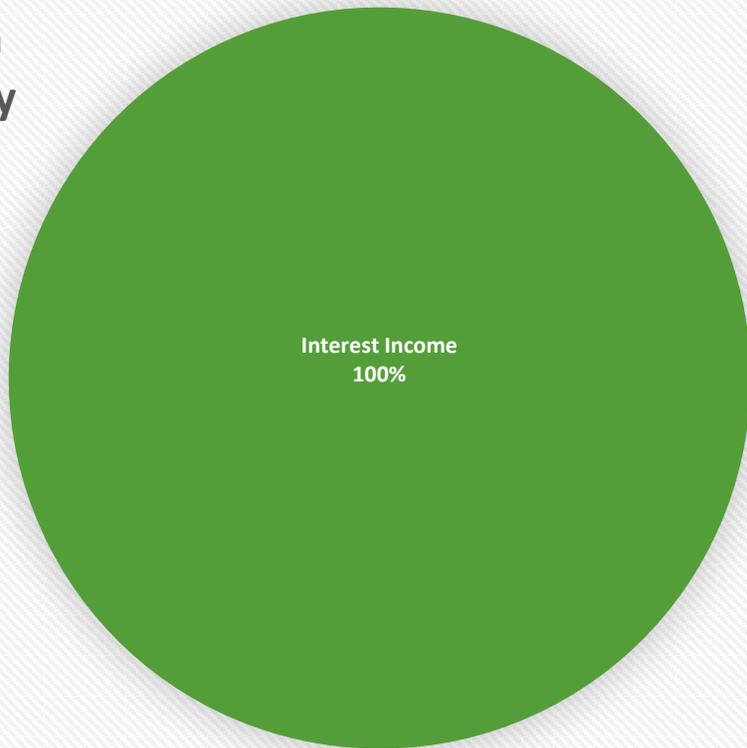
- Distribution to City (Reserved from prior years)
- Distribution to City (50% of proceeds)
- Loss on Investment
- Trust/Bank Fees



Category	Distribution to City (Prior years)	Distribution to City (50% of proceeds)	Loss on Investment	Trust/Bank Fees
Budget Expenses	2,703	2,675	1,000	100

## 2016 Budget Fewson Revenues by Category

- Interest Income



Category	Interest Income
Budget Revenues	5,450

Fewson Fund (45) Revenues and Expenses								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Revenues	Beginning Fund Balance	Projected carryover from prior year.		545,515	557,014	542,164	557,891	566,998
	Interest Income	Interest earned on investments. George Fewson stipulated that 1/2 of earnings be retained in the fund.	41701-01	6,283	5,937	5,964	4,510	5,450
	Miscellaneous	Miscellaneous revenues including donations, tax refunds, etc.	41801-00	28,285				
	Gain on Investment	Any capital gains on investments from the previous year.	41804-00		987		8,475	
	Earned on Investments	Monies earned on investments through CD's and cash on hand for the purpose of loans to fund specific projects.	41901-00					
<b>Total Fewson Fund (45) Revenues</b>				<b>580,084</b>	<b>563,938</b>	<b>548,128</b>	<b>570,876</b>	<b>572,448</b>
Expenses	Loss on Investment	Losses on investments from the previous year.	09-50-00	8,642	3,042	900	1,575	1,000
	Trust/Bank Fees	Fees deducted prior to receiving the gain on investment.	09-50-01	139	73	150	97	100
	Distribution to City (50% of proceeds)	Per trust requirements, 50% of interest earnings plus any gain on investment (minus administrative fees) is returned to the City for eligible projects.	20-01-00			2,982	2,207	2,675
	Distribution to City (Reserved from prior years)	Distribution proceeds held from prior years due to lack of an eligible project.	20-02-00	14,289	2,932			2,703
	Project Loans	Interest bearing loan to support eligible capital projects of the City.				155,000		
<b>Total Fewson Fund (45) Expenses</b>				<b>23,069</b>	<b>6,047</b>	<b>159,032</b>	<b>3,878</b>	<b>6,478</b>
<b>Ending Fund Balance Fewson Fund (45)</b>				<b>557,014</b>	<b>557,891</b>	<b>389,096</b>	<b>566,998</b>	<b>565,970</b>

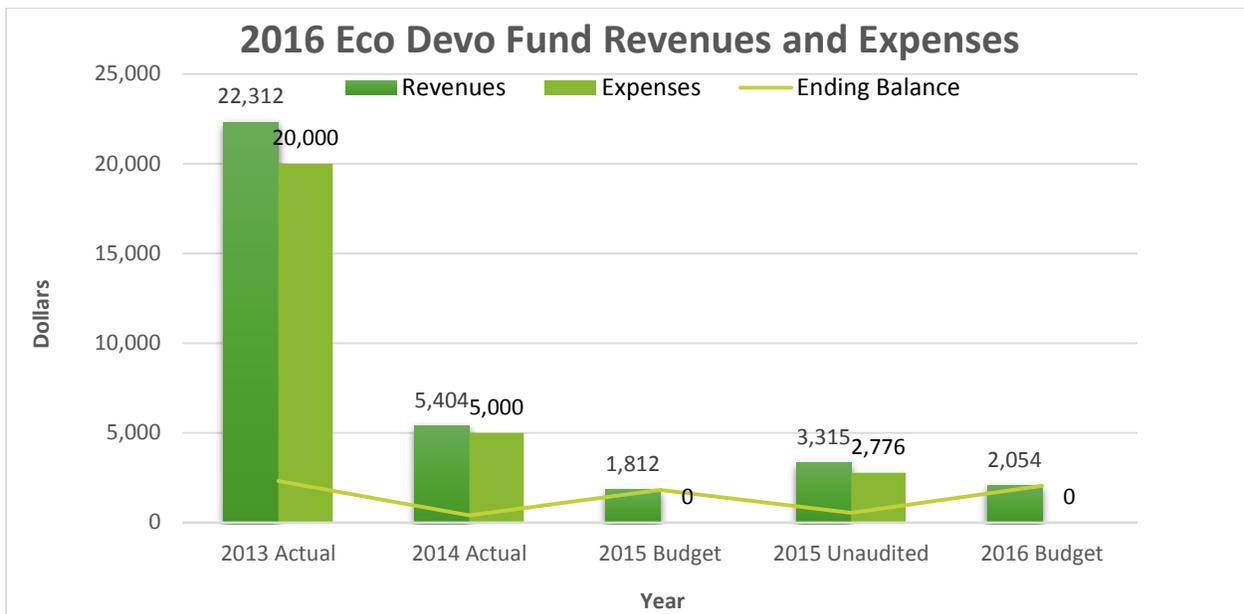
## Economic Development Fund

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Revenues</b>	22,312	5,404	1,812	3,658	2,054
<b>Expenses</b>	20,000	5,000	-	2,776	-
<b>Ending Balance</b>	2,312	404	1,812	882	2,054

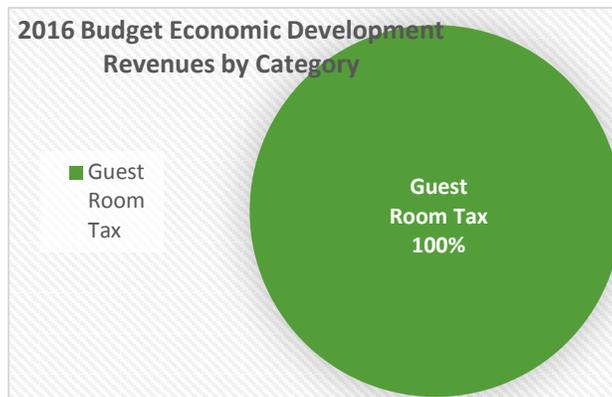
The Economic Development Fund is a special revenue fund comprised of revenues from a hotel tax imposed on transient guest rooms. These dollars are allocated at the Board’s discretion for economic development or marketing initiatives to promote tourism and business development in Parkville. Unanticipated 2015 expenses were a result of the City’s participation at the Platte County economic development expo.

REVENUES – Proceeds from the 5% guest room tax applied to overnight hotel/motel room stays.

EXPENSES – There are no anticipated expenses in 2016.



Category	Guest Tax
<b>Budget Revenues</b>	2,054



**Economic Development Fund (46) Revenues and Expenses**

Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Revenues	Beginning Fund Balance	Projected carryover from prior year.		309	2,312	312	404	539
	Guest Room Tax	Proceeds from the 5% guest room tax applied to overnight hotel/motel room stays.	41001-00	2,003	1,592	1,500	3,254	1,515
	Parkville EDC Contribution	Partnership funding from the EDC for joint projects such as feasibility studies and outside consultants.	41201-00					
	Transfers	Transfers from other funds.	41003-00	20,000	1,500			
<b>Total Economic Development Fund (46) Revenues</b>				<b>22,312</b>	<b>5,404</b>	<b>1,812</b>	<b>3,658</b>	<b>2,054</b>
Expenses	Economic Development - PEDC	No longer used. Annual membership dues for the Parkville Economic Development Council. Moved to Administration Department.	07-03-00	20,000				
	Economic Development - Other	Other miscellaneous economic development projects, studies, fees, etc.	07-03-00		5,000		2,776	
<b>Total Economic Development Fund (46) Expenses</b>				<b>20,000</b>	<b>5,000</b>	<b>-</b>	<b>2,776</b>	<b>-</b>
<b>Ending Fund Balance Economic Development Fund (46)</b>				<b>2,312</b>	<b>404</b>	<b>1,812</b>	<b>882</b>	<b>2,054</b>

## Emergency Reserve Fund

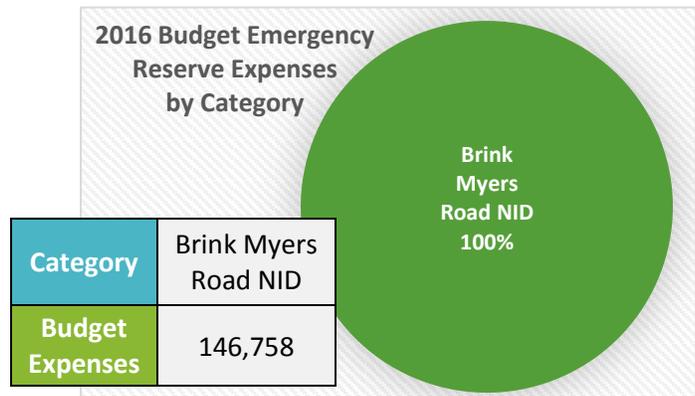
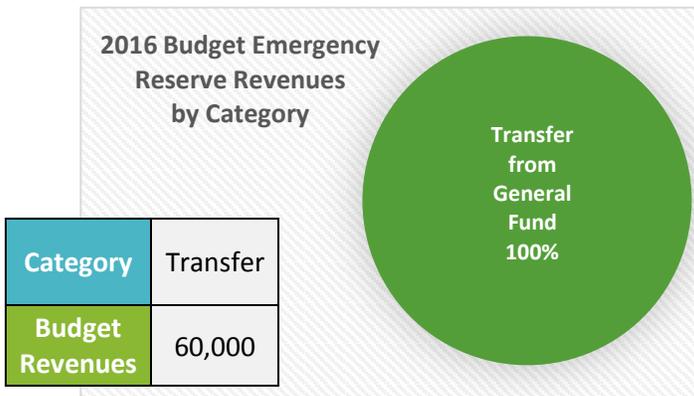
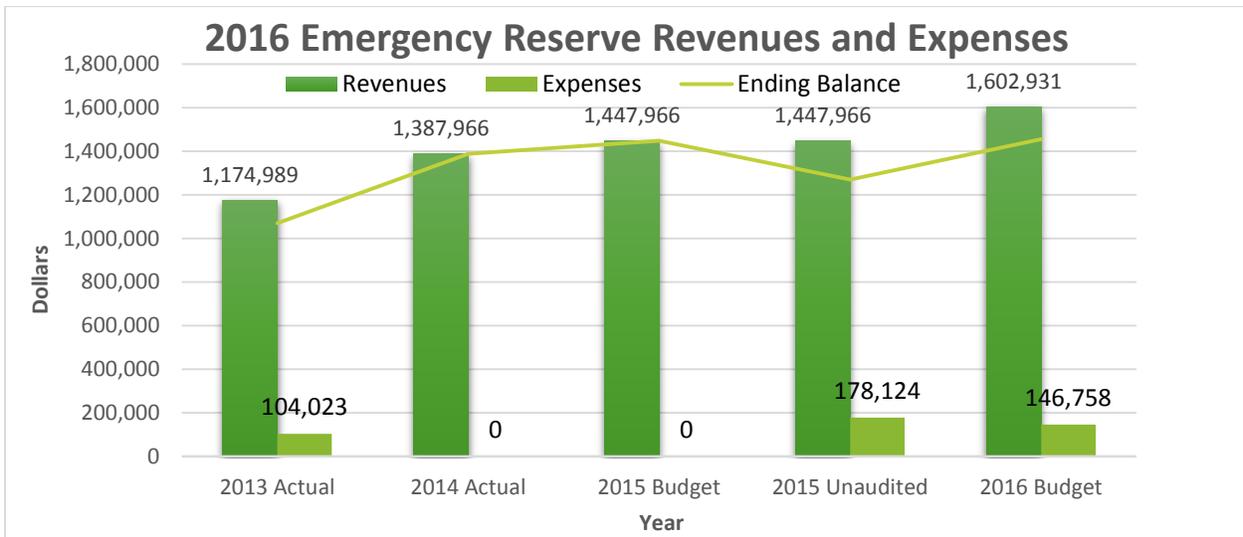
Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Revenues</b>	1,174,989	1,387,966	1,447,966	1,447,966	1,602,931
<b>Expenses</b>	104,023	-	-	178,124	146,758
<b>Ending Balance</b>	1,070,966	1,387,966	1,447,966	1,269,842	1,456,173

The Emergency Reserve Fund is intended to protect the City against emergency costs related to natural disasters, declared states of emergency, or other major unforeseen financial obligations.

**REVENUES** – Fund transfers from the General Fund.

**EXPENSES** – In 2016, anticipated expenses are funds to backstop special assessment delinquencies for the Brush Creek and Brink Meyer Neighborhood Improvement Districts (NIDs).

A \$317,500 transfer from the General Fund to the Emergency Reserve Fund is planned in 2016 to raise the balance of the Emergency Reserve Fund to nearly \$1.46 million, which is approximately 33% of 2016 budgeted expenditures. This balance exceeds the Board’s goal to maintain at least 25% of annual General Fund expenditures in reserve.



**Emergency Reserve (50) Revenues and Expenses**

Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Revenues	Beginning Fund Balance	Projected carryover from prior year.		724,989	1,070,966	1,387,966	1,387,966	1,269,842
	Temporary Operating Levy	Excess funds from the temporary operating levy approved in 2004.	42000-00					15,364
	Transfer from General Fund	Fund transfer from the General Fund.	42001-00	450,000	317,000	60,000	60,000	317,500
<b>Total Emergency Reserve (50) Revenues</b>				<b>1,174,989</b>	<b>1,387,966</b>	<b>1,447,966</b>	<b>1,447,966</b>	<b>1,602,706</b>
Expenses	Brush Creek Drainage NID	Unanticipated costs related to financing for the Brush Creek NID.	01-01-00	104,023				
	Brink Myers Road NID	Unanticipated costs related to financing for the Brink Myers NID.	01-01-01				178,124	146,758
	Miscellaneous	Emergency expenses that are unfunded and uncategorized.	09-21-00					
<b>Total Emergency Reserve (50) Expenses</b>				<b>104,023</b>	<b>-</b>	<b>-</b>	<b>178,124</b>	<b>146,758</b>
<b>Ending Fund Balance Emergency Reserve (50)</b>				<b>1,070,966</b>	<b>1,387,966</b>	<b>1,447,966</b>	<b>1,269,842</b>	<b>1,455,948</b>

## Nature Sanctuary Donation Fund

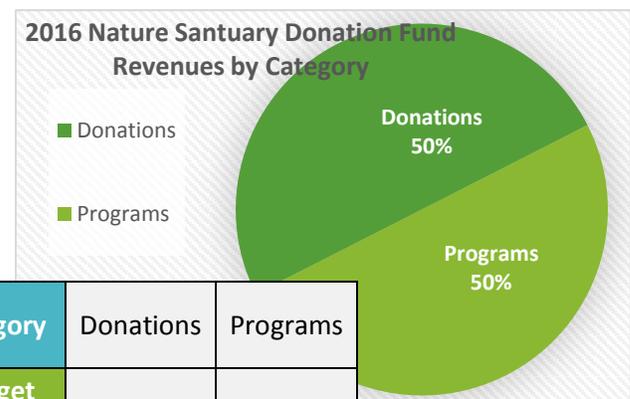
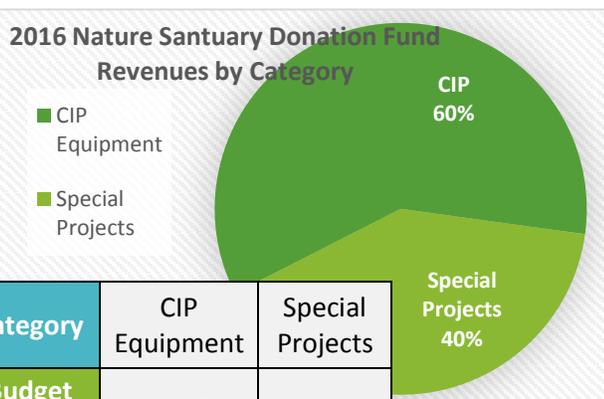
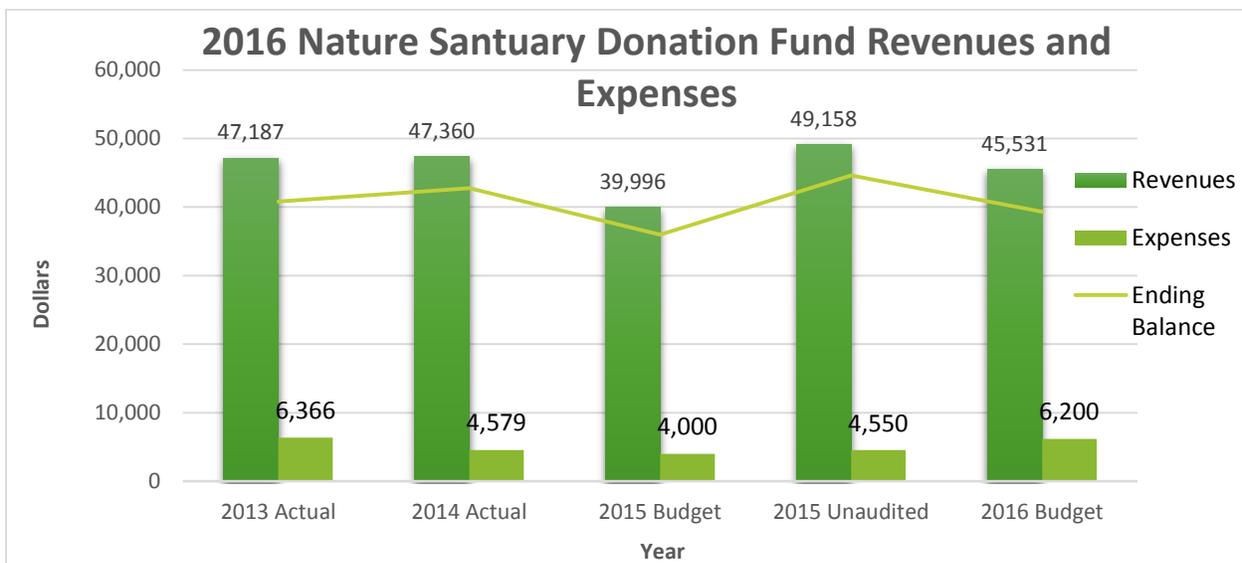
Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Revenues</b>	47,187	47,360	39,996	49,158	45,531
<b>Expenses</b>	6,366	4,579	4,000	4,550	6,200
<b>Ending Balance</b>	40,821	42,781	35,996	44,608	39,331

The Nature Sanctuary Donation Fund (60) is a special revenue fund that contains donations made specifically for the Nature Sanctuary.

REVENUES – Primarily donations from private citizens, special events, and grants.

EXPENSES – Primarily for equipment and improvements for Nature Sanctuary properties.

Funds in 2016 are planned to assist with the local match for a TRIM grant for tree removal and the purchase of a new compact tractor will replace existing 25-year old tractor.



PNS Donation Fund (60) Revenues and Expenses								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Revenues	Beginning Fund Balance	Projected carryover from prior year.		41,129	40,821	36,496	42,781	42,581
	Donations	Gifts from private citizens or groups.	40901-00	6,058	6,539	2,000	4,877	1,500
	Programs	Registration fees for events and programs.	40903-00			1,500	1,500	1,500
<b>Total PNS Donation Fund (60) Revenues</b>				<b>47,187</b>	<b>47,360</b>	<b>39,996</b>	<b>49,158</b>	<b>45,581</b>
Exp: PNS Donation Fund	Special Projects	Special improvement amenities for Nature Sanctuary grounds and facilities such as benches, picnic tables, etc. Funds in 2016 are planned to assist with the local match for a TRIM grant for tree removal.	15-00-00	1,366			1,610	2,500
	Transfer to the General Fund	No longer used. Transfer to the General Fund to support Nature Sanctuary projects or operating expenses.	20-10-00	5,000				
	<b>Expenses: PNS Donation Fund</b>				<b>6,366</b>	<b>-</b>	<b>-</b>	<b>1,610</b>
Exp: Capital Outlay	CIP Equipment	Funding in 2016 includes power pruner and compact tractor (self-propelled brush hog hand unit) for mowing and hauling. New compact tractor will replace existing 25-year old tractor.	04-31-00		4,225			3,700
	CIP Projects	Permanent capital improvements in the Nature Sanctuary, such as trail extensions, roadway repairs, and utility improvements. None planned in 2016.	04-41-00		354	4,000	2,940	
	<b>Expenses: CIP</b>				<b>-</b>	<b>4,579</b>	<b>4,000</b>	<b>2,940</b>
<b>Total PNS Donation Fund (60) Expenses</b>				<b>6,366</b>	<b>4,579</b>	<b>4,000</b>	<b>4,550</b>	<b>6,200</b>
<b>Ending Fund Balance PNS Donation Fund (60)</b>				<b>40,821</b>	<b>42,781</b>	<b>35,996</b>	<b>44,608</b>	<b>39,381</b>

## Parks Donation Fund

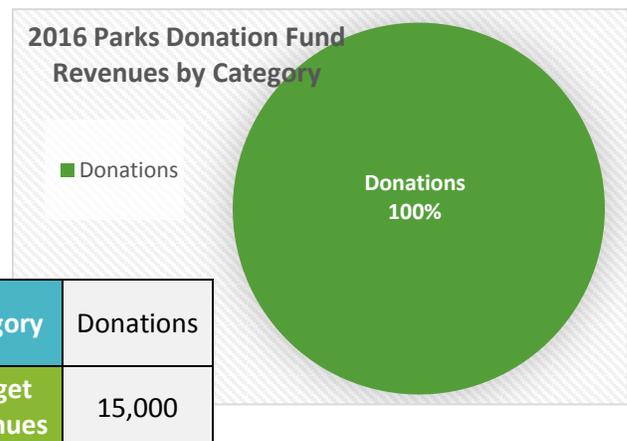
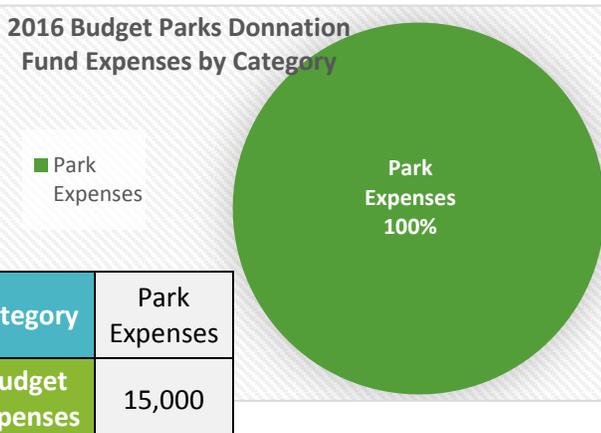
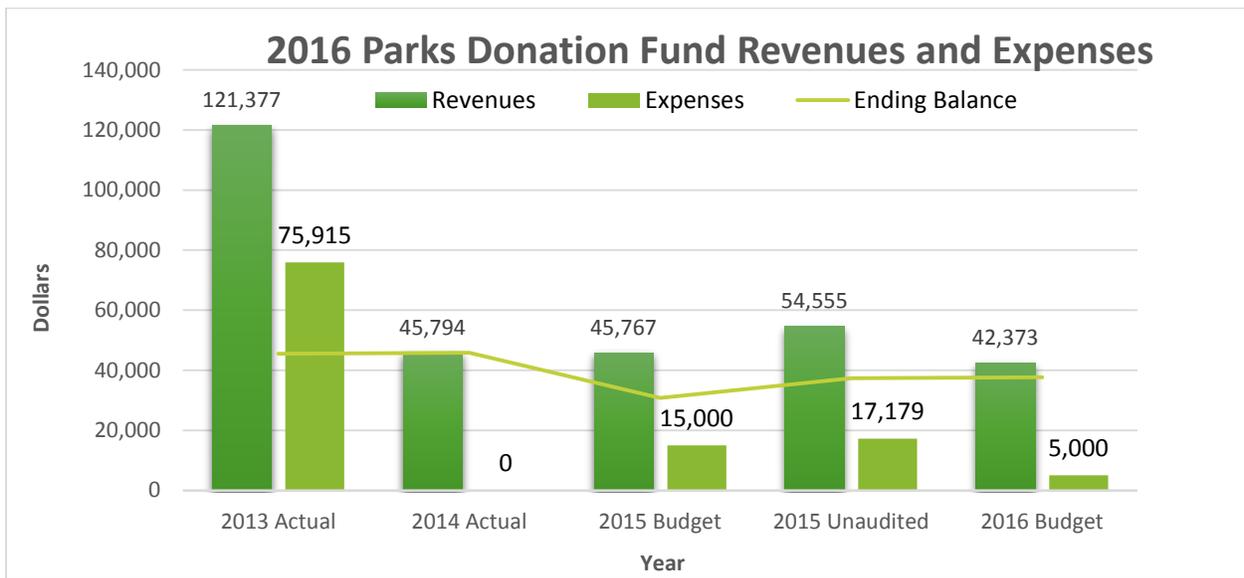
Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Revenues</b>	121,377	45,794	45,767	54,555	42,373
<b>Expenses</b>	75,915	-	15,000	17,179	5,000
<b>Ending Balance</b>	45,462	45,794	30,767	37,376	37,683

The Park Donations Fund contains donations made specifically for the Park system from private citizens, organizations, and businesses. It helps to ensure that donations will be used for the purpose intended by the donor.

**REVENUES** – Primarily donations from private citizens, special events, and grants.

**EXPENSES** – Primarily for equipment and improvements to City parks.

As with 2015, expenses in 2016 are budgeted for the renovation of the English Landing Park Restroom in combination with the Fewson Fund loan and a Platte County Outreach Grant.



**Parks Donation Fund (63) Revenues and Expenses**

Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Revenues	Beginning Fund Balance	Projected carryover from prior year.		70,847	45,462	45,767	45,794	39,873
	Transfer from Park Reservations & Fees	No longer used. Now included in Donations.	41901-00	576				
	Transfer from Parkland Dedication Fund	No longer used. Now included in Donations.	41901-00	43,362				
	Donations	Miscellaneous grants and private donations to Parkville parks.	40901-00	6,592	332		7,761	2,500
<b>Total Park Donations Fund (63) Revenues</b>				<b>121,377</b>	<b>45,794</b>	<b>45,767</b>	<b>53,555</b>	<b>42,373</b>
Expenses	Park Expenses	CIP Item: Contributions for parks improvements and projects. Funding in 2015 will be carried over to 2016 for the renovation of the English Landing Park Restroom.	05-41-00	11,151		15,000	17,179	5,000
	Transfer to Projects Fund	No longer used. Transfer to Projects Fund to supplement eligible projects.	20-20-00	64,764				
<b>Total Park Donations Fund (63) Expenses</b>				<b>75,915</b>	<b>-</b>	<b>15,000</b>	<b>17,179</b>	<b>5,000</b>
<b>Ending Fund Balance Park Donations Fund (63)</b>				<b>45,462</b>	<b>45,794</b>	<b>30,767</b>	<b>36,376</b>	<b>37,373</b>

### Equipment Reserve Fund

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Revenues</b>	198,901	3,281	1,751	1,751	1,751
<b>Expenses</b>	195,620	1,530	-	-	-
<b>Ending Balance</b>	3,281	1,751	1,751	1,751	1,751

The Equipment Reserve Fund was previously used for large or small equipment purchases necessary to assist departments in their service to the citizenry and the operational needs of the department. Since the Equipment Reserve Fund does not have dedicated revenue source, equipment purchases are now funded as capital outlay expenses from source funds as indicated in the CIP. This fund is dormant with no planned revenues and expenses in 2016.

### Projects Fund

Year	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Revenues</b>	545,822	111,423	213,667	130,039	380,967
<b>Expenses</b>	476,218	94,500	213,585	72,123	380,672
<b>Ending Balance</b>	69,604	16,923	82	57,916	295

The Projects Fund was previously used for larger capital improvement projects. Since there is not a dedicated revenue stream for the Project Fund, capital improvements are now funded as capital outlay expenses from source funds as indicated in the CIP. The Projects Fund is still used to account for one-time revenues, such as significant grant revenues, associated with major capital projects in order to avoid irregular fluctuations in the General Fund.

**Projects Fund (95) Revenues and Expenses**

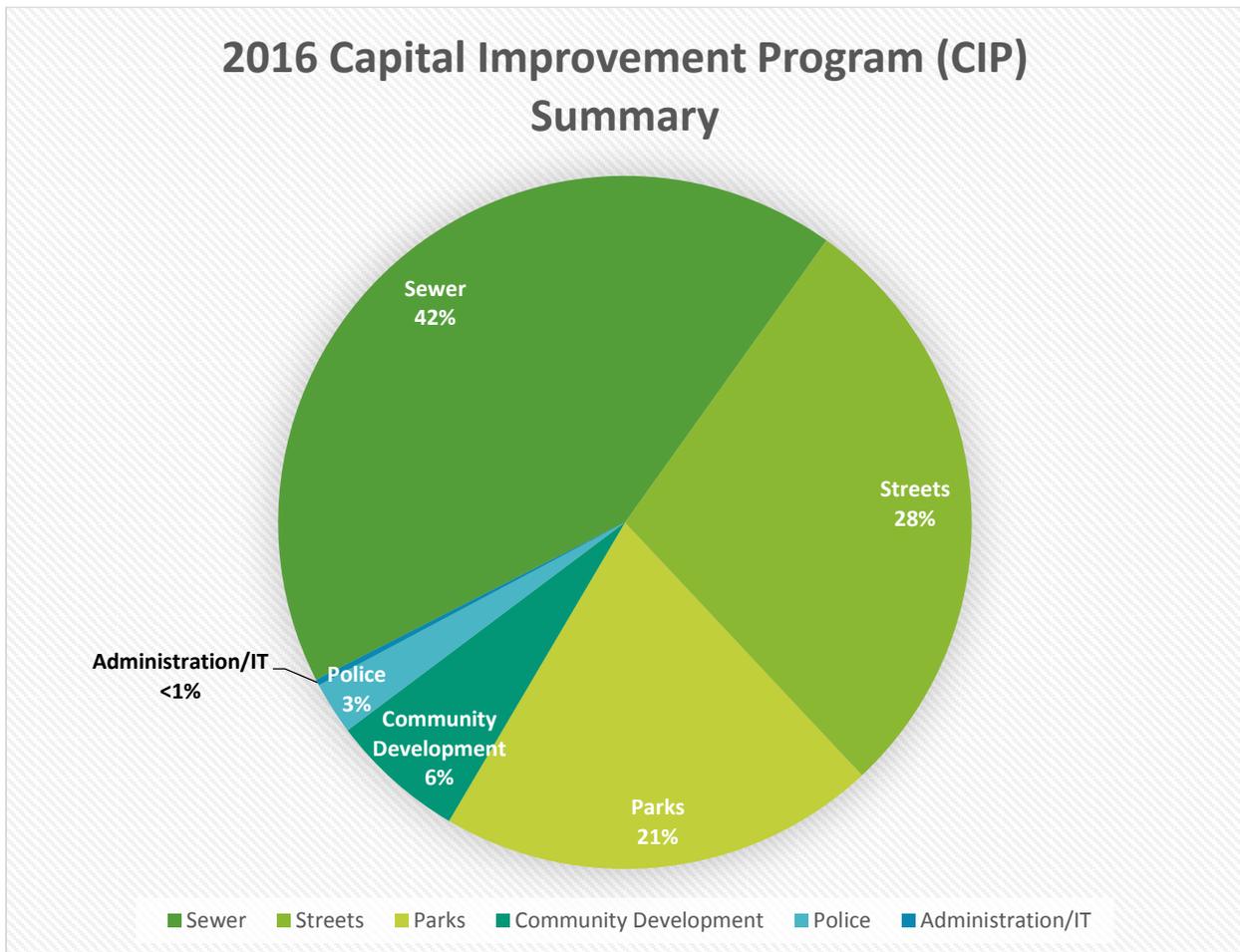
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
<b>Revenues</b>	Beginning Fund Balance	Projected carryover from prior year.		331,920	69,604	82	16,922	57,916
	Transfer from Park Donation Fund	Transfer from the Park Donation Fund to cover expenses relating to the Parks/Sewer building façade improvements and DRJP project materials.	41601-00	64,764				
	Transfer from Sewer Fund	Transfer from the Sewer Fund to assist in funding expenses relating to parks projects.	41631-00	25,000				
	Transfer from General Fund	Transfer from the General Fund to assist in funding eligible projects. Funding in 2015 is for the Route 9 Downtown Entryway Project.	41621-00				4,577	
	Transfers of Fewson Fund Distribution	Transfer from Fewson Fund for eligible projects.	41641-00		17,221			155,000
	Grants/Donations	Grant monies received for various projects in the Project Fund	41751-00				12,500	134,000
	Grant for Livable Communities	No longer used. Grant monies received to cover Livable Communities project costs.	41781-00	77,821	416			
	Grant for Planning Sustainable Places	MARC Planning Sustainable Places Grant funds. Grant awarded for Vision Downtown Parkville in 2013-14; 2015 funding anticipated for the Route 9 Corridor Study.	41781-01	46,318	17,682	113,585		
	Platte County Outreach Grants	Platte County Outreach Grant monies to be applied toward eligible parks projects.	41781-03		5,000	30,000		40,000
	Partner Contributions	Contributions pledged from project partners for local match.	41806-00		1,500	70,000	96,040	10,000
<b>Total Projects Fund (95) Revenues</b>				<b>545,822</b>	<b>111,423</b>	<b>213,667</b>	<b>130,039</b>	<b>396,916</b>

Projects Fund (95) Revenues and Expenses								
Type	Account	Description	Account	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget
Exp: Streets	Grants/Donations Expenses	Grant monies used for eligible street projects.	04-11-00				1,040	
	<b>Expenses: Sewer</b>			-	-	-	1,040	-
Exp: Public Works	Livable Communities Study	No longer used. Expenses relating to the Livable Communities Study covered by the Livable Communities Grant.	04-12-00	49,032				
	TE Projects/Route 9 Bicycle-Pedestrian Trail	No longer used. Expenses relating to the design and engineering of the Route 9 Bicycle-Pedestrian Trail.	04-13-00	25,889				
	Route 9 Corridor Study	Expenses related to the Route 9 Corridor Study funded through a Planning Sustainable Places Grant. Will be paired with \$15,000 of local match from the General Fund.	04-14-00			183,585	60,000	
	Downtown/Entryway Improvement Design	Expenses relating to the downtown/entryway improvement design covered by a grant.	04-24-00		15,000		2,797	171,016
<b>Expenses: Public Works</b>				74,920	15,000	183,585	62,797	171,016
Exp: Community Development	45 Highway Corridor Plan	No longer used. Expenses relating to the 45 Highway Corridor Plan.	04-17-00	20,000				
	PSP Downtown Master Plan	No longer used. Expenses relating to the PSP Downtown Master Plan.	04-20-00	83,058	250			
<b>Expenses: Community Development</b>				103,058	250	-	-	-
Exp: Parks	PAC Detention Pond Dredging	No longer used. Expenses related to the dredging of the PAC detention pond. Awarded a partial Platte County outreach grant of \$5,000.	04-21-00	7,980				
	Parks/Sewer Building Façade Improvements	Expenses related to installing a new roof, new doors and windows and making other designed building improvements.	04-22-00	1,836	72,954			
	English Landing Park Restroom Improvements	CIP Item: Outreach grant funding related to renovations for the English Landing Park restroom. Project also includes funding from the General Fund and Park Donations Fund.	04-24-00			30,000		205,000
	DRJP Project Materials	No longer used. To fund materials for additional DRJP projects.	04-23-00	8,424	952			
<b>Expenses: Parks</b>				18,240	73,906	30,000	-	205,000
Exp: Fewson	Fewson Fund Projects	Expenses related Fewson Fund projects.	04-01-00		5,344		8,286	4,656
	<b>Expenses: Sewer</b>			-	5,344	-	8,286	4,656
Exp: Transfers	Transfer to General Fund	Transfer of surplus funds from prior projects to General Fund.	20-10-00	280,000				
	<b>Expenses: Transfers</b>				280,000	-	-	-
<b>Total Projects Fund (95) Expenses</b>				476,218	94,500	213,585	72,123	380,672
<b>Ending Fund Balance Projects Fund (95)</b>				69,604	16,923	82	57,916	16,245

## Capital Improvement Program (CIP) Summary

Year	2016	2017	2018	2019	2020	2021
<b>Expenses</b>	1,733,535	948,625	397,400	423,200	423,900	384,800

A Capital Improvement Program (CIP) is a major public infrastructure and planning tool for municipalities. The CIP identifies capital projects and major equipment purchases and their anticipated funding sources to plan for and schedule the financing for significant community needs. Typically a CIP project has a dollar amount over \$5,000. The first year of the 6-year CIP is referred to as the annual capital budget, while the remaining five “out years” represent the long-term plan. The CIP will be reevaluated each year to determine the projects and equipment that are most fundamentally important for the City. The 2016 CIP budget year includes \$1,733,535 for capital projects and equipment. Sewer and street maintenance make up approximately 70% of the 2016 CIP.



Category	Sewer	Streets	Parks	Community Development	Police	Administration/IT
<b>2016 CIP</b>	734,500	488,000	354,500	109,000	42,535	5,000

**Capital Improvement Program  
FY 2016**

Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	Budget Impact
Administration/IT	Equipment	Replacement	Microsoft Exchange Server	New server to facilitate completion of the implementation of the Microsoft Exchange 2013 system.	100% General Fund	\$ 5,000	\$ 5,000
<b>Administration/IT Total</b>						<b>\$ 5,000</b>	<b>\$ 5,000</b>
Com Dev	Multi-year Project	Year 3 of 3	Upgrade Zoning and Subdivision Regulations	Current regulations were developed over the past 50 years. Many sections are outdated and conflict with adopted plans. 12-18 month process will include legal reviews and public engagement. Initial work began in 2014, and approximately \$18,000 will be expended in 2015.	100% General Fund	\$ 85,000	\$ 67,000
Com Dev	Equipment	Replacement	Line Locator Kit	The City currently uses an approximately 15-year old very basic magnetic locator, with limited application for shallow locates, not suited to meet current locating requirements per state law. Recommend replacing with Schonstedt XTpc-Plus Multi-Frequency cable and pipe locator or equivalent (\$2,500 to \$2,700), and a sub-meter handheld GPS unit (\$2,300 to \$2,700). Refurbished or new.	100% General Fund	\$ 5,000	\$ 5,000
Com Dev	Project	New	Demolish Home on City Property (6201 Hwy 9)	Home is located on City parkland that was dedicated in 2006. The developer is obligated to demolish the home at the time of development. The City cannot force the developer to act sooner, but may potentially recoup the costs through a development agreement. Property generates numerous citizen complaints.	100% General Fund	\$ 15,000	\$ 15,000
Com Dev	Equipment	Replacement	Inspections Vehicle	Replace 2004 Ford Taurus with similar sedan due to increasing age and maintenance costs due to age of parts. Vehicle is shared by other departments and used for out-of-town travel which is now limited due to reliability. Staff performed a cost-benefit analysis and determined replacement is more affordable than eliminating the vehicle from the fleet and paying mileage.	100% General Fund (\$3000 trade-in value included)	\$ 22,000	\$ 22,000
<b>Com Dev Total</b>						<b>\$ 127,000</b>	<b>\$ 109,000</b>
Parks	Project	New	Parks Master Plan Update	Update to the 2008 Parkville Parks Plan (P3). Much of P3 has been implemented or needs to be re-evaluated due to changing priorities. The addition of Platte Landing Park to the system requires a re-evaluation of priorities, needs, and proper locations for future amenities. Consultant selection is complete, and staff recommends issuing a notice to proceed after the first of the year.	81% City; 19% Platte County Grant (Projects Fund)	\$ 52,000	\$ 42,000
Parks	Multi-year Project	Year 2 of 6	Replace or Improve/Expand Permanent Restroom Facility in English Landing Park	Project involves improvements to the restroom facility near the entrance of English Landing Park. Desired improvements include a family restroom and ADA access. Design is underway based on current budget; anticipate merging project with maintenance and storage facility.	7.0% Park Donations; 19% Platte County Outreach Grant; 74% Fewson Fund loan	\$ 210,000	\$ 160,000
Parks	Project	New	Maintenance and Equipment Storage Facility	Storage and shop area to protect and maintain equipment. Shop location is proposed in conjunction with the ELP Restroom Facility. The cost includes the site improvements associated with the building (access drive, fence, etc.)	100% General Fund	\$ 75,000	\$ 75,000
Parks	Project	New	English Landing Parks Low Water Crossing Improvements	This project would raise the low water crossing in English Landing Park to reduce the amount of time the park is closed due to backwater from the Missouri River flooding out the crossing.	75% FEMA Grant, 25% General Fund	\$ 200,000	\$ 50,000
Parks	Project	New	5K/10K Markers and Parks Signage	Install permanent start/finish markers, mile markers and directional signs for the 5K and 10K routes. Install permanent displays for park signage showing the amenities in the park and race routes.	100% General Fund	\$ 10,000	\$ 10,000
Parks	Equipment	Replacement	Zero Turn Mower	Replace 1 of 2 aging zero turn mowers used to maintain small parks and rights-of-way.	100% General Fund	\$ 17,500	\$ 17,500
<b>Parks Total</b>						<b>\$ 564,500</b>	<b>\$ 354,500</b>

**Capital Improvement Program  
FY 2016**

Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	Budget Impact
Police	Equipment	Replacement	Patrol Vehicle	2016 AWD Police Ford Taurus Sedan including emergency equipment, video, radio, etc.	100% General Fund	\$ 35,115	\$ 35,115
Police	Equipment	Replacement	In-Car Video Systems	Replace existing in-car video system with updated system. Purchase two systems in 2016 and one in 2017. Will be on a five-year maintenance cycle to match warranty pending wear and tear.	100% General Fund	\$ 7,420	\$ 7,420
<b>Police Total</b>						<b>\$ 42,535</b>	<b>\$ 42,535</b>
Sewer	Equipment	Replacement	Sludge Application Equipment	Equipment replacement for the tractor (two tires and four wheel rims) and wagon (hoes and hydraulic ram gate) that are used to haul and distribute biosolids on agricultural fields.	100% Sewer Fund	\$ 7,000	\$ 7,000
Sewer	Multi-Year Project	Year 1 of 2	WWTP Headworks Screen Rebuild	Rebuild the influent mechanical bar screen at the WWTP. Screen is used to filter out plastics, rags and debris. Includes replacing the screen links, media shafts, and drive chain links. Begin design/bidding in 2016, construct in 2017.	100% Sewer Fund	\$ 3,000	\$ 3,000
Sewer	Project	New	WWTP Site Improvements	Includes a pole barn to protect and secure tractor, sludge wagon, pumps, and other equipment.	100% Sewer Fund	\$ 90,000	\$ 90,000
Sewer	Project	Maintenance	Clarifier Floor	Includes removal of replacement of the grout topping on the clarifier floor. One will be completed in 2016 and the other in 2018.	100% Sewer Fund	\$ 45,000	\$ 45,000
Sewer	Project	Maintenance	WWTP Mission Control	Mission control is the system for remote alarming and communications. It allows operators to remotely adjust key equipment at the WWTP. This project will upgrade the existing dial-up system and includes a laptop or tablet for remote use by on-call staff.	100% Sewer Fund	\$ 12,000	\$ 12,000
Sewer	Multi-year Project	Year 2 of 2	Pinecrest Pump Station Reconstruction	Complete a project started in 2015 to rebuild the pump station wetwell with new cover, hoist, guiderails, terminal boxes.	100% Sewer Fund	\$ 16,000	\$ 16,000
Sewer	Project	Maintenance	Miscellaneous Pump Station Improvements	Includes installation of FF Hwy Pump Station valves and mission unit, Pinecrest Valve pit lid, and McAfee level transducer.	100% Sewer Fund	\$ 11,800	\$ 11,800
Sewer	Multi-year Project	Year 1 of 2	45 Hwy Pump Station	Installation of new pumps and controls. Begin design in 2016 with installation in 2016.	100% Sewer Fund	\$ 6,200	\$ 6,200
Sewer	Multi-year Project	Year 2 of 2	Sanitary Sewer Phase 2 Line Repairs	Includes cured-in-place (CIPP) lining and open-cut excavation repairs to gravity sewer pipes based on recommendations from CCTV reports and prior Sanitary Sewer Evaluation Study (SSES). Project was started in 2015 but will be completed in 2016.	100% Sewer Fund	\$ 252,000	\$ 252,000
Sewer	Multi-year Project	Year 1 of 2	Sanitary Sewer Phase 3 Manhole Repairs	Repair or install new manholes to access areas downtown per SSES recommendations. The project is critical for access to older sewer lines.	100% Sewer Fund	\$ 230,000	\$ 230,000
Sewer	Project	New	Sewer Evaluation and Mapping	Review and evaluate existing information about sewers and create updating mapping to assist with line locates and emergency calls. Maps have not been created since 2007.	100% Sewer Fund	\$ 6,500	\$ 6,500
Sewer	Project	Maintenance	CCTV and Cleaning	Program to clean and televise (closed-circuit television) a portion of the City's sewers each year. Funding is recommended to examine the entire sewer system on an 8-year cycle.	100% Sewer Fund	\$ 55,000	\$ 55,000
<b>Sewer Total</b>						<b>\$ 734,500</b>	<b>\$ 734,500</b>

**Capital Improvement Program  
FY 2016**

Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	Budget Impact
Streets	Equipment	New	Ditch bank mower	New tractor with cab and extendable arm mower for cutting back trees and heavy brush along right of ways. Was budgeted as replacement in 2015 but, due to low trade-in value, staff recommends keeping existing mowers in fleet.	100% Transportation Fund	\$ 65,000	\$ 65,000
Streets	Equipment	New	Mower Attachment	80 inch mower attachment for existing 3930 tractors that is used for mowing rights-of-way. Existing equipment is 20+ years old and repair parts are not available. Limited or no trade-in value anticipated.	100% Transportation Fund	\$ 8,000	\$ 8,000
Streets	Maintenance	New	2" Asphalt Mill and Overlay	Contractor to roto-mill and asphalt overlay various streets in the City that have become deteriorated.	100% Transportation Fund	\$ 200,000	\$ 225,000
Streets	Maintenance	New	Curb & Sidewalk Repair	Repair defective sections of curb and sidewalk due to offsets in the sidewalks and general deterioration of the curbs.	100% Transportation Fund	\$ 100,000	\$ 100,000
Streets	Maintenance	New	Crack Sealing	City crews use a rented machine from Weatherby lake for \$750 per week and plan on 4 weeks of use in addition to purchasing approx. 15 tons of sealing material to seal cracks up to 1" in width. Covers approx. 15 lane miles.	100% Transportation Fund	\$ 15,000	\$ 15,000
Streets	Maintenance	New	Street Striping	Needed to re-paint faded areas on the pavement such as centerlines and stop bars for traffic safety.	100% Transportation Fund	\$ 20,000	\$ 20,000
Streets	Equipment	Replacement	Street Department Truck/Plow/Spreader	Ten trucks in street fleet. Currently on a 10-year cycle to replace 1 each year. Replace dumptruck, 1-ton, 4-wheel drive with snowplow and spreader.	100% Transportation Fund	\$ 55,000	\$ 55,000
<b>Streets Total</b>						<b>\$ 463,000</b>	<b>\$ 488,000</b>
<b>Grand Total</b>						<b>\$ 1,936,535</b>	<b>\$ 1,733,535</b>

<b>2016 Budget Impact</b>	
<b>By Funding Source</b>	
General Fund	\$ 351,035
Sewer Fund	\$ 734,500
Transportation Fund	\$ 488,000
Other Fund	\$ 160,000
<b>TOTAL</b>	<b>\$ 1,733,535</b>

**Capital Improvement Program  
FY 2017**

Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	Budget Impact
Admin/IT	Equipment	Replacement	Phone System	Upgrade of the aging phone system at City Hall. The current system is no longer supported, and it is difficult to find parts for maintenance.	100% General Fund	\$ 30,000	\$ 30,000
Admin/IT	Equipment	Replacement	Computer Replacement Cycle	Begin a cycle to replace 25% of office computers each year in order to maintain a four-year replacement cycle for software, hardware, operating systems, and warranties.	100% General Fund	\$ 6,000	\$ 6,000
<b>Admin/IT Total</b>						<b>\$ 36,000</b>	<b>\$ 36,000</b>
Com Dev	Equipment	Replacement	Plotter	The existing plotter is 10 years old, and it can no longer be serviced. Staff has evaluated options and concluded that replacing the plotter with a combination plotter scanner would best serve the City and would pay for itself within a 10 year life of the equipment.	100% General Fund	\$ 8,000	\$ 8,000
<b>Com Dev Total</b>						<b>\$ 8,000</b>	<b>\$ 8,000</b>
Parks	Multi-Year Project	Year 3 of 6	Replace or Improve/Expand Permanent Restroom Facility in English Landing Park	1st Loan Repayment Due on Fewson Loan.	7.0% Park Donations; 19% Platte County Outreach Grant; 74% Fewson Fund loan	\$ 210,000	\$ 39,900
Parks	Equipment	Replacement	Zero Turn Mower	Replace second of two aging zero turn mowers used to maintain small parks and rights-of-way.	100% General Fund	\$ 17,500	\$ 17,500
<b>Parks Total</b>						<b>\$ 227,500</b>	<b>\$ 57,400</b>
Nature Sanctuary	Project		Nature Sanctuary Entry Pavilion	Construct an interpretive center for the Nature Sanctuary. The shelter would be functional for three of the four seasons. It would hold picnic tables and storage space for the program supplies, tables and chairs. The shelter includes a small office space and family restroom.	80% Grants/Donations; 20% Nature Sanctuary Fund	\$ 120,000	\$ 24,000
<b>Nature Sanctuary Total</b>						<b>\$ 120,000</b>	<b>\$ 24,000</b>
Police	Equipment	Replacement	In-Car Video Systems	Replace existing in-car video system with updated system. Purchase two systems in 2016 and one in 2017. Will be on a five-year maintenance cycle to match warranty pending wear and tear.	100% General Fund	\$ 4,075	\$ 4,075
Police	Equipment	Replacement	Patrol Vehicle	2017 AWD Police Ford Taurus Sedan including emergency equipment, video, radio, etc.	100% General Fund	\$ 35,850	\$ 35,850
<b>Police Total</b>						<b>\$ 39,925</b>	<b>\$ 39,925</b>
Sewer	Multi-Year Project	Year 2 of 2	WWTP Headworks Screen Rebuild	Rebuild the influent mechaical bar screen at the WWTP. Screen is used to filter out plastics, rags and debris. Includes replacing the screen links, media shafts, and drive chain links. Begin design/bidding in 2016, construct in 2017.	100% Sewer Fund	\$ 47,000	\$ 47,000
Sewer	Equipment	Replacement	RAS Pump AFDs	Replacement of three RAS Pump adjustable frequency drives that control the pump speed at the WWTP (one per year for three years).	100% Sewer Fund	\$ 7,200	\$ 7,200
Sewer	Equipment	Replacement	UV Disinfection System Updates	Repalce the components of the UV disinfection systems including amalgam bulbs, ballasts, and quartz tubes. Items are on a four-year replacement cycle.	100% Sewer Fund	\$ 12,400	\$ 12,400

**Capital Improvement Program  
FY 2017**

Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	Budget Impact
Sewer	Equipment	Replacement	Clarifier Drives	Onsite rebuild of the two hydraulic drive units that make the clarifier mechanisms rotate.	100% Sewer Fund	\$ 15,000	\$ 15,000
Sewer	Project	Maintenance	WWTP Access Road	Replace existing gravel access roadway from FF Hwy to the WWTP.	100% Sewer Fund	\$ 6,000	\$ 6,000
Sewer	Multi-year Project	Year 2 of 2	45 Hwy Pump Station	Installation of new pumps and controls. Begin design in 2016 with installation in 2016.	100% Sewer Fund	\$ 56,500	\$ 56,500
Sewer	Project	New	Pump Stations Fencing	Install new fencing around Pinecrest Pump Station and FF Hwy Pump Station for security and safety.	100% Sewer Fund	\$ 10,000	\$ 10,000
Sewer	Multi-Year Project	Year 1 of 2	South National Pump Station	Upsize and replace pumps, including electrical work for this project and for River Hills Pump Station. Begin design/bidding in 2016, construct in 2017.	100% Sewer Fund	\$ 7,200	\$ 7,200
Sewer	Project	Maintenance	McAfee Pump Station	Rebuild one of two existing pumps.	100% Sewer Fund	\$ 9,000	\$ 9,000
Sewer	Multi-year Project	Year 2 of 2	Sanitary Sewer Phase 2 Manhole Repairs	Repair or install new manholes to access areas downtown per SSES recommendations. The project is critical for access to older sewer lines.	100% Sewer Fund	\$ 60,000	\$ 60,000
Sewer	Project	Maintenance	CCTV and Cleaning	Program to clean and televise (closed-circuit television) a portion of the City's sewers each year. Funding is recommended to examine the entire sewer system on an 8-year cycle.	100% Sewer Fund	\$ 56,000	\$ 56,000
Sewer	Project	New	Main St. Sewer Realignment	Re-align 250 feet of collapsing sewer inside railroad right-of-way between Main St. and East St. This line has large holes and voids and cannot be repaired with cured-in-place pipe. The line must be relocated outside of railroad ROW.	100% Sewer Fund	\$ 141,000	\$ 141,000
<b>Sewer Total</b>						<b>\$ 427,300</b>	<b>\$ 427,300</b>
Streets	Maintenance	New	Crack Sealing	City crews use a rented machine from Weatherby lake for \$750 per week and plan on 4 weeks of use in addition to purchasing approx. 15 tons of sealing material to seal cracks up to 1" in width. Covers approx. 15 lane miles.	100% Transportation Fund	\$ 15,000	\$ 15,000
Streets	Maintenance	New	Street Striping	Needed to re-paint faded areas on the pavement such as centerlines and stop bars for traffic safety.	100% Transportation Fund	\$ 20,000	\$ 20,000
Streets	Equipment	Replacement	Street Department Truck/Plow/Spreader	Ten trucks in street fleet. Currently on a 10-year cycle to replace 1 each year.	100% Transportation Fund	\$ 55,000	\$ 55,000
Streets	Equipment	New and Replacement	Case Uniloader w/ mini mill attachment	Trade in of Case SR220 for new machine with HyFlo and new 24" mini milling machine attachment. Used frequently for street patching, repairs, and dirt work. (\$18,000 trade-in value)	100% Transportation Fund	\$ 66,000	\$ 66,000
Streets	Maintenance	New	Asphalt Mill & Overlay	Contractor to roto-mill and asphalt overlay various streets in the City that have become deteriorated.	100% Transportation Fund	\$ 200,000	\$ 200,000
<b>Streets Total</b>						<b>\$ 356,000</b>	<b>\$ 356,000</b>
<b>Grand Total</b>						<b>\$ 1,214,725</b>	<b>\$ 948,625</b>

2017 Budget Impact	
By Funding Source	
General Fund	\$ 141,325
Sewer Fund	\$ 427,300
Transportation Fund	\$ 356,000
Other Fund	\$ 24,000
<b>TOTAL</b>	<b>\$ 948,625</b>

**Capital Improvement Program  
FY 2018**

Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	Budget Impact
IT	Equipment	Replacement	Computer Replacement Cycle	Continue cycle to replace 25% of office computers each year in order to maintain a four-year replacement cycle for software, hardware, operating systems, and warranties.	100% General Fund	\$ 6,000	\$ 6,000
<b>IT Total</b>						<b>\$ 6,000</b>	<b>\$ 6,000</b>
Parks	Multi-Year Project	Year 4 of 6	Replace or Improve/Expand Permanent Restroom Facility in English Landing Park	2nd Loan Repayment Due on Fewson Loan.	7.0% Park Donations; 19% Platte County Outreach Grant; 74% Fewson Fund loan	\$ 210,000	\$ 39,900
<b>Parks Total</b>						<b>\$ 210,000</b>	<b>\$ 39,900</b>
Police	Equipment	Replacement	Patrol Vehicle	2018 AWD Police Ford Taurus Sedan including emergency equipment, video, radio, etc.	100% General Fund	\$ 36,500	\$ 36,500
<b>Police Total</b>						<b>\$ 36,500</b>	<b>\$ 36,500</b>
<b>Sewer Total</b>						<b>\$ -</b>	<b>\$ -</b>
Streets	Maintenance	New	2" Asphalt Mill and Overlay	Contractor to roto-mill and asphalt overlay various streets in the City that have become deteriorated.	100% Transportation Fund	\$ 225,000	\$ 225,000
Streets	Maintenance	New	Crack Sealing	City crews use a rented machine from Weatherby lake for \$750 per week and plan on 4 weeks of use in addition to purchasing approx. 15 tons of sealing material to seal cracks up to 1" in width. Covers approx. 15 lane miles.	100% Transportation Fund	\$ 15,000	\$ 15,000
Streets	Maintenance	New	Street Striping	Needed to re-paint faded areas on the pavement such as centerlines and stop bars for traffic safety.	100% Transportation Fund	\$ 20,000	\$ 20,000
Streets	Equipment	Replacement	Street Department Truck/Plow/Spreader	Ten trucks in street fleet. Currently on a 10-year cycle to replace 1 each year. Replace 2 to catch up with deferred maintenance.	100% Transportation Fund	\$ 55,000	\$ 55,000
<b>Streets Total</b>						<b>\$ 315,000</b>	<b>\$ 315,000</b>
<b>Grand Total</b>						<b>\$ 567,500</b>	<b>\$ 397,400</b>

2018 Budget Impact	
<b>By Funding Source</b>	
General Fund	\$ 82,400
Sewer Fund	\$ -
Transportation Fund	\$ 315,000
Other Fund	
<b>TOTAL</b>	<b>\$ 397,400</b>

**Capital Improvement Program  
FY 2019**

Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	Budget Impact
IT	Equipment	Replacement	Computer Replacement Cycle	Continue cycle to replace 25% of office computers each year in order to maintain a four-year replacement cycle for software, hardware, operating systems, and warranties.	100% General Fund	\$ 6,000	\$ 6,000
<b>IT Total</b>						<b>\$ 6,000</b>	<b>\$ 6,000</b>
Parks	Multi-Year Project	Year 5 of 6	Replace or Improve/Expand Permanent Restroom Facility in English Landing Park	3rd Loan Repayment Due on Fewson Loan.	7.0% Park Donations; 19% Platte County Outreach Grant; 74% Fewson Fund loan	\$ 210,000	\$ 39,900
<b>Parks Total</b>						<b>\$ 210,000</b>	<b>\$ 39,900</b>
Police	Equipment	Replacement	Patrol Vehicle	2019 AWD Police Ford Taurus Sedan including emergency equipment, video, radio, etc.	100% General Fund	\$ 37,300	\$ 37,300
<b>Police Total</b>						<b>\$ 37,300</b>	<b>\$ 37,300</b>
Sewer						\$ -	\$ -
<b>Sewer Total</b>						<b>\$ -</b>	<b>\$ -</b>
Streets	Maintenance	New	Crack Sealing	City crews use a rented machine from Weatherby lake for \$750 per week and plan on 4 weeks of use in addition to purchasing approx. 15 tons of sealing material to seal cracks up to 1" in width. Covers approx. 15 lane miles.	100% Transportation Fund	\$ 15,000	\$ 15,000
Streets	Maintenance	New	Street Striping	Needed to re-paint faded areas on the pavement such as centerlines and stop bars for traffic safety.	100% Transportation Fund	\$ 20,000	\$ 20,000
Streets	Maintenance	New	2" Asphalt Mill and Overlay	Contractor to roto-mill and asphalt overlay various streets in the City that have become deteriorated.	100% Transportation Fund	\$ 250,000	\$ 250,000
Streets	Equipment	Replacement	Street Department Truck/Plow/Spreader	Ten trucks in street fleet. Currently on a 10-year cycle to replace 1 each year.	100% Transportation Fund	\$ 55,000	\$ 55,000
<b>Streets Total</b>						<b>\$ 340,000</b>	<b>\$ 340,000</b>
<b>Grand Total</b>						<b>\$ 593,300</b>	<b>\$ 423,200</b>

<b>2019 Budget Impact</b>	
<b>By Funding Source</b>	
General Fund	\$ 83,200
Sewer Fund	\$ -
Transportation Fund	\$ 340,000
Other Fund	\$ -
<b>TOTAL</b>	<b>\$ 423,200</b>

**Capital Improvement Program  
FY 2020**

Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	Budget Impact
IT	Equipment	Replacement	Computer Replacement Cycle	Continue cycle to replace 25% of office computers each year in order to maintain a four-year replacement cycle for software, hardware, operating systems, and warranties.	100% General Fund	\$ 6,000	\$ 6,000
<b>IT Total</b>						<b>\$ 6,000</b>	<b>\$ 6,000</b>
Parks	Multi-Year Project	Year 6 of 6	Replace or Improve/Expand Permanent Restroom Facility in English Landing Park	4th and Final Repayment Due on Fewson Loan.	7.0% Park Donations; 19% Platte County Outreach Grant; 74% Fewson Fund loan	\$ 210,000	\$ 39,900
<b>Parks Total</b>						<b>\$ 210,000</b>	<b>\$ 39,900</b>
Police	Equipment	Replacement	Patrol Vehicle	2019 AWD Police Ford Taurus Sedan including emergency equipment, video, radio, etc.	100% General Fund	\$ 38,000	\$ 38,000
<b>Police Total</b>						<b>\$ 38,000</b>	<b>\$ 38,000</b>
Sewer						\$ -	\$ -
<b>Sewer Total</b>						<b>\$ -</b>	<b>\$ -</b>
Streets	Maintenance	New	Crack Sealing	City crews use a rented machine from Weatherby lake for \$750 per week and plan on 4 weeks of use in addition to purchasing approx. 15 tons of sealing material to seal cracks up to 1" in width. Covers approx. 15 lane miles.	100% Transportation Fund	\$ 15,000	\$ 15,000
Streets	Maintenance	New	Street Striping	Needed to re-paint faded areas on the pavement such as centerlines and stop bars for traffic safety.	100% Transportation Fund	\$ 20,000	\$ 20,000
Streets	Maintenance	New	2" Asphalt Mill and Overlay	Contractor to roto-mill and asphalt overlay various streets in the City that have become deteriorated.	100% Transportation Fund	\$ 250,000	\$ 250,000
Streets	Equipment	Replacement	Street Department Truck/Plow/Spreader	Ten trucks in street fleet. Currently on a 10-year cycle to replace 1 each year.	100% Transportation Fund	\$ 55,000	\$ 55,000
<b>Streets Total</b>						<b>\$ 340,000</b>	<b>\$ 340,000</b>
<b>Grand Total</b>						<b>\$ 594,000</b>	<b>\$ 423,900</b>
<b>2020 Budget Impact</b>							
<b>By Funding Source</b>							
General Fund						\$ 83,900	
Sewer Fund						\$ -	
Transportation Fund						\$ 340,000	
Other Fund						\$ -	
<b>TOTAL</b>						<b>\$ 423,900</b>	

**Capital Improvement Program  
FY 2021**

Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	Budget Impact
IT	Equipment	Replacement	Computer Replacement Cycle	Continue cycle to replace 25% of office computers each year in order to maintain a four-year replacement cycle for software, hardware, operating systems, and warranties.	100% General Fund	\$ 6,000	\$ 6,000
<b>IT Total</b>						<b>\$ 6,000</b>	<b>\$ 6,000</b>
Police	Equipment	Replacement	Patrol Vehicle	2019 AWD Police Ford Taurus Sedan including emergency equipment, video, radio, etc.	100% General Fund	\$ 38,800	\$ 38,800
<b>Police Total</b>						<b>\$ 38,800</b>	<b>\$ 38,800</b>
Sewer						\$ -	\$ -
<b>Sewer Total</b>						<b>\$ -</b>	<b>\$ -</b>
Streets	Maintenance	New	Crack Sealing	City crews use a rented machine from Weatherby lake for \$750 per week and plan on 4 weeks of use in addition to purchasing approx. 15 tons of sealing material to seal cracks up to 1" in width. Covers approx. 15 lane miles.	100% Transportation Fund	\$ 15,000	\$ 15,000
Streets	Maintenance	New	Street Striping	Needed to re-paint faded areas on the pavement such as centerlines and stop bars for traffic safety.	100% Transportation Fund	\$ 20,000	\$ 20,000
Streets	Maintenance	New	2" Asphalt Mill and Overlay	Contractor to roto-mill and asphalt overlay various streets in the City that have become deteriorated.	100% Transportation Fund	\$ 250,000	\$ 250,000
Streets	Equipment	Replacement	Street Department Truck/Plow/Spreader	Ten trucks in street fleet. Currently on a 10-year cycle to replace 1 each year.	100% Transportation Fund	\$ 55,000	\$ 55,000
<b>Streets Total</b>						<b>\$ 340,000</b>	<b>\$ 340,000</b>
<b>Grand Total</b>						<b>\$ 384,800</b>	<b>\$ 384,800</b>

<b>2021 Budget Impact</b>	
<b>By Funding Source</b>	
General Fund	\$ 44,800
Sewer Fund	\$ -
Transportation Fund	\$ 340,000
Other Fund	\$ -
<b>TOTAL</b>	<b>\$ 384,800</b>

**Capital Improvement Program  
Future Years**

Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	Budget Impact
Administration	Equipment	New	Facility Reservation Management Software	Software for parks and facility reservations to streamline online reservations and payments.	100% General Fund	\$ 26,000	\$ 26,000
Community Development	Project	New	OTD-R Zoning District and Guidelines	In 2011 the City adopted the new Old Town District - Residential Zone and related guidelines to preserve the character of the downtown neighborhood. This project would rezone residential properties from R-4 Multi-Family to the new OTD-R. Costs include notifications, legal reviews, map and code updates, legal notices, etc. Public meetings and workshops are not included.	100% General Fund	\$ 10,000	\$ 10,000
Parks	Project	New	Dog Park Shade Structure	Construct a shade structure at the entrance of the two dog parks in Platte Landing Park. Recommend cost-sharing with dog park donations or a Platte County Outreach Grant.	50% General Fund; 50% grants/donations	\$ 25,000	\$ 12,500
Parks	Project	New	Asphalt Trail at A-Truss Bridge	Widen the asphalt trail at A-Truss Bridge from 5-feet to 10-feet.	100% General Fund	\$ 30,000	\$ 30,000
Parks	Project	New	Perimeter Trail at Dog Park	Construct a limestone screenings walking trail around the perimeter fence inside the Platte Landing Park small and large dog parks. Recommend cost-sharing with dog park donations or a Platte County Outreach Grant.	50% General Fund; 50% grants/donations	\$ 15,000	\$ 7,500
Parks	Project	New	Dog Park Amenities	Provide an obstacle course and play equipment for the dog park. Recommend cost-sharing with dog park donations or a Platte County Outreach Grant.	50% General Fund; 50% grants/donations	\$ 10,000	\$ 5,000
Parks	Project	New	White Alloe Creek/English Landing Park Flood Berm (stream bank upgrade)	Multi-year project to construct the White Alloe Creek flood berm in phases (recommendation of 2013 Flood Protection Study); will involve flat rock creek banks between railroad tracks and Alloe crossing. Recommended for deferral due to costs and flooding conditions may improve if/when the creek crossing is raised.	100% General Fund	\$ 150,000	\$ 150,000
Parks	Equipment	Replacement	6-series Tractor with Turf Tires	Replacement for aging (30+ years) tractor in fleet used primarily to mow riverfront parks. Equipment could also handle a boom mower (shared with Streets) for mowing medians and the riverbank. Purchase may be deferred if Platte Landing Park is temporarily farmed, thus reducing wear and tear on existing equipment.	100% General Fund	\$ 30,000	\$ 30,000
Parks	Equipment	New	Brush Hog Mower Attachment	Attachment to 6-series tractor used for mowing wetland areas and river bank.	100% General Fund	\$ 19,500	\$ 19,500
Parks	Project	New	Grigsby Trail Widening	Costs to purchase material to widen the existing trail around Grigsby Field.	100% General Fund	\$ 5,000	\$ 5,000
Parks	Project	New	Trail Lighting - Platte Landing Park	Install solar lighting along the loop trail in Platte Landing Park.	100% General Fund	\$ 50,000	\$ 50,000
Parks	Project	New	Platte Landing Park Playground	This project would add a playground at Platte Landing Park. Could be funded in whole or part through an Outreach Grant.	100% General Fund	\$ 50,000	\$ 50,000
Parks	Maintenance	New	Southern Platte Pass Trail Maintenance	The City is responsible for maintenance of the multi-modal trail along Route 45 that is beginning to show wear. Funds need to be budgeted for periodic routine maintenance. The need will grow with the completion of Route 45 - Phase C.	100% Transportation Fund	\$ 50,000	\$ 50,000
Parks	Project	New	Grigsby Field Bleacher Shade Canopy	This project would add sun shades over the bleachers.	100% General Fund	\$ 20,000	\$ 20,000
Parks	Equipment	New	Commercial soil/drill seeder	This equipment would allow the parks staff to perform seeding more efficiently.	100% General Fund	\$ 5,000	\$ 5,000
Nature Sanctuary	Project	New	Additional Access Points	Provide additional access points to the Nature Sanctuary from Park University / Riss Lake. This includes improvements to parking areas and signage.	80% General Fund; 20% Nature Sanctuary Fund	\$ 80,000	\$ 80,000
Public Works	Project	New	Railroad Quiet Zones	Necessary improvements at East St. and Main St. to establish a railroad Quiet Zone in downtown Parkville.	100% General Fund	\$ 1,000,000	\$ 1,000,000
Public Works	Project	New	Livable Communities Recommendations - Phase 1	Placeholder for Phase 1 intersection improvements as recommended in the Livable Communities Study to improve transportation flow through downtown. Improvements are subject to design but may include bump-out islands, landscaping, and crossing improvements.	100% General Fund	\$ 500,000	\$ 500,000
Stormwater	Project	New	Parkville Athletic Complex (PAC) Detention Pond Dredging	Removal of unwanted silt in the bottom of the retention pond.	100% General Fund	\$ 100,000	\$ 100,000
Public Works	Project	New	City Entry Signage	Improve entryway signage at key intersections.	100% General Fund	\$ 50,000	\$ 50,000
Stormwater	Project	New	Main Street Drainage Improvements	This project would improve the stormwater drainage along Main Street from the river to approx. 12th Street.	100% General Fund	\$ 500,000	\$ 500,000
Stormwater	Project	New	Elm Street Creek Crossing Improvement	This project would reduce the likelihood of water overtopping Elm Street. Immediate project would repair culvert at 11th St. and improve guardrail/roadway (\$17,500)	100% General Fund	\$ 100,000	\$ 100,000
Stormwater	Project	New	River Road Ditch Work	Reconstruct the ditch along River Road by Thousand Oaks. Allow additional discharge by railroad pipe.	50% Transportation Fund, 50% General Fund	\$ 18,000	\$ 18,000
Stormwater	Project	New	6th Street Spillway	Reconstruct the spillway to increase the flow. Estimate is for Phase 1 - engineering.	100% General Fund	\$ 16,500	\$ 16,500
Streets	Project	New	Mill Street Culvert Guardrail	This project would add guardrails along Mill Street just west of Crooked Road.	100% General Fund	\$ 50,000	\$ 50,000
Streets	Equipment	New	Mini-Excavator	Equipment may be used for multiple projects in the street department, especially in smaller areas.	100% Transportation Fund	\$ 40,000	\$ 40,000
Streets/Parks	Equipment	New	Wood Chipper	Used to chip downed tree limbs; may be shared by parks, streets, and Nature Sanctuary	33% Transportation Fund, 33% General Fund; 33% Nature Sanctuary Fund	\$ 20,000	\$ 20,000
Streets/Parks	Project	New	Main Street Bridge Widening	Current bridge width is only 1 1/2 lanes. This is a potential conflict area as activity in Platte Landing Park grows, particularly with heavy vehicle/truck traffic for the boat ramp.	100% General Fund	\$ 100,000	\$ 100,000
Streets	Project	New	Bell Road Improvements (63rd St. to 59th Terrace)	This project would regrade the street, add curb and gutter, sidewalks, utilities, and lighting.	100% General Fund	\$ 1,500,000	\$ 1,500,000
Streets	Maintenance	New	Full Depth Patching and Street Replacement	Street maintenance program currently does not include funding for complete street replacement. Staff recommends annual patching (\$25,000) and bi-annual funding for major repairs (\$300,000).	100% Transportation Fund	\$ 325,000	\$ 325,000
Streets	Project	New	Kelly Industrial Park Street Replacement	Full Depth replacement of the concrete streets in the development that are in need of replacement.	100% Transportation Fund	\$ 300,000	\$ 300,000

**Capital Improvement Program  
Future Years**

Division	Type	New or Replacement?	Name	Project Description	Funding Source	Total Cost	Budget Impact
Streets	Project	New	Route 9 from Route 45 to 62nd Street	Upgrade to a 3-lane urban section with enclosed storm system and complete street elements	80% Grants, 20% Other sources TBD (Transportation Fund, General Fund, development costs, CID/TDD)	\$ 726,800	\$ 145,360
Streets	Project	New	Route 9 from 62nd St. to Parkville Athletic Complex	Construct a signal at Clark Avenue; coordinate signal with a pedestrian crossing across Route 9; allow for future connection on east side of intersection for development (Green property); traffic calming along 63rd St.	80% Grants, 20% Other sources TBD (Transportation Fund, General Fund, development costs, CID/TDD)	\$ 786,400	\$ 157,280
Streets	Project	New	Route 9 from Parkville Athletic Complex to Lakeview Drive	Upgrade to a 3-lane urban section with complete street elements; define driveway access locations; provide frontage "slip" lane where possible; work with property owners for parking modifications	80% Grants, 20% Other sources TBD (Transportation Fund, General Fund, development costs, CID/TDD)	\$ 1,263,000	\$ 252,600
Streets	Project	New	Route 9 from Lakeview Drive to 13th St.	Upgrade to a 3-lane urban section with complete street elements; extend Main St. and connect with Lakeview Dr. (includes property acquisition costs)	80% Grants, 20% Other sources TBD (Transportation Fund, General Fund, development costs, CID/TDD)	\$ 2,815,000	\$ 563,000
Streets	Project	New	Route 9 from 13th St. to 12th St.	Upgrade to a complete urban section; retaining wall reconstruction; add side street sidewalks; add turn lanes.	80% Grants, 20% Other sources TBD (Transportation Fund, General Fund, development costs, CID/TDD)	\$ 393,700	\$ 78,740
Streets	Project	New	Route 9 from 12th St. to 7th St.	Upgrade to a complete urban section; retaining wall reconstruction; add side street sidewalks; add turn lanes.	80% Grants, 20% Other sources TBD (Transportation Fund, General Fund, development costs, CID/TDD)	\$ 675,000	\$ 135,000
Streets	Project	New	Route 9 from 7th St. to 5th St.	Upgrade to a complete urban section; retaining wall reconstruction; add side street sidewalks; intersection improvements at 6th St.	80% Grants, 20% Other sources TBD (Transportation Fund, General Fund, development costs, CID/TDD)	\$ 554,600	\$ 110,920
Streets	Project	New	Route 9 from 5th St. to 2nd St.	Upgrade to a complete urban section; retaining wall reconstruction; side street sidewalks; extend the White Alloe Creek Trail connection from 6th St. to 1st St./Route 9.	80% Grants, 20% Other sources TBD (Transportation Fund, General Fund, development costs, CID/TDD)	\$ 290,600	\$ 58,120
Streets	Project	New	Route 9 from 2nd St. to White Alloe Creek	Upgrade to a complete urban section; add a signalized intersection at 1st St.; must be coordinated with other project sections along Route 9.	80% Grants, 20% Other sources TBD (Transportation Fund, General Fund, development costs, CID/TDD)	\$ 707,500	\$ 141,500
Streets	Project	New	Route 9 from White Alloe Creek to Park University Dr.	Upgrade to a complete urban section; lane widening; signal modifications; must be coordinated with other project sections.	80% Grants, 20% Other sources TBD (Transportation Fund, General Fund, development costs, CID/TDD)	\$ 258,500	\$ 51,700
Streets	Project	New	Route 9 from Park University Dr. to Coffey Rd.	Lane widening; extended turn lanes at Coffey Rd.; trail extension	80% Grants, 20% Other sources TBD (Transportation Fund, General Fund, development costs, CID/TDD)	\$ 2,300,000	\$ 460,000
<b>TOTAL</b>						<b>\$ 15,966,100</b>	<b>\$ 7,324,220</b>

Future Budget Impact	
By Funding Source	
General Fund	\$ 4,431,667
Sewer Fund	\$ -
Transportation Fund	\$ 730,667
Other Fund	\$ 2,176,887
<b>TOTAL</b>	<b>\$ 7,339,220</b>

## Performance Statistics

Department/Division	2013	2014	2015	Percent +/-
<u>Administration-City Clerk</u>				
Dog Licenses	145	185	134	-38%
New	N/A	N/A	18	N/A
Renewal	N/A	N/A	114	N/A
Golf Carts Permits	42	50	52	4%
Park Reservations	229	242	294	18%
Fingerprint Payments	96	58	118	51%
Public Information Requests	3	10	44	77%
Solicitor/Peddler Permits	N/A	5	19	74%
Total Business Licenses	439	429	501	14%
New Business Licenses	86	77	109	29%
In Town	N/A	N/A	15	N/A
Out of Town	N/A	N/A	94	N/A
Renewed Business Licenses	N/A	N/A	392	N/A
In Town	N/A	N/A	208	N/A
Out of Town	N/A	N/A	184	N/A
Delinquent In Town Businesses	N/A	N/A	29	N/A
Paid but not fulfilled all requirements	N/A	N/A	9	N/A
Never renewed	N/A	N/A	4	N/A
Never licensed	N/A	N/A	16	N/A
Total Liquor Licenses	28	29	34	15%
New	N/A	N/A	4	N/A
Changed	N/A	N/A	2	N/A
Renewed	N/A	N/A	23	N/A
Picnic	N/A	N/A	5	N/A
Fishing Permits	N/A	N/A	9	N/A
<u>Administration-Finance</u>				
Total salary and benefit expenditures jurisdiction-wide	\$ 1,940,319	\$2,007,096	\$1,960,843	-2%
Full-time regular employees on the payroll	35	34	35	3%
Average years of service for all full-time regular jurisdiction employees	8.6	9.5	7	-36%
Employee Turnover Rate	23%	31%	20%	-55%
Avg. Days to Fill Open Positions	N/A	N/A	73	N/A
Sick Leave Hour Utilization Rate	15%	45%	30%	-50%
Non-Sewer Payments Collected by Credit Card	N/A	\$5,638.14	\$42,739.92	658%
Credit Card Processing Fees Paid (Jan. 15 - Dec. 15)	N/A	N/A	\$1,511.74	N/A
Card Convenience Fees (Dec. 14 - Nov. 15)	N/A	N/A	\$1,312.50	N/A
Convenience Fee Coverage of Processing Fees	N/A	N/A	87%	N/A
<u>Administration-Misc.</u>				
Facebook Page Likes	500	1800	2599	31%
Number of Posts	N/A	N/A	325	N/A
Average Engaged User per Post	N/A	N/A	69	N/A
Unique Facebook Post Reach	N/A	N/A	200,805	N/A
Average Post Reach per Post	N/A	N/A	618	N/A

## Performance Statistics

Department/Division	2013	2014	2015	Percent +/-
Total Facebook Post Impressions	N/A	N/A	396,936	N/A
Average Post Impressions per Post	N/A	N/A	1,221	N/A
Twitter Follows	650	1200	1623	26%
Presidential Visits	N/A	1	0	N/A
Viemo Video Plays	793	879	1430	39%
Viemo Total Loads	19558	8471	6394	-32%
Viemo Loads to Plays	4%	10%	22%	54%
Live Stream Plays	N/A	681	1354	50%
<u>Court</u>				
Total Citations Processed	1,657	2,021	1,603	-26%
Speeding Citations	796	1,030	745	-38%
Unregistered Vehicles	228	196	181	-8%
Stop Sign Violations	63	153	94	-63%
Operating a vehicle without insurance	53	88	49	-80%
Parking violation	14	67	48	-40%
Shoplifting	42	46	26	-77%
DWI	31	40	37	-8%
<u>Police</u>				
Total Part 1 Crimes Taken	N/A	133	132	-1%
Total Part 1 Crimes Cleared	N/A	80	69	-16%
Criminal Homicide	0	0	0	N/A
Forcible Rape	4	2	1	-100%
Robbery	2	0	0	0%
Assault	16	18	22	18%
Burglary	10	3	3	0%
Larceny -Theft	52	57	41	-39%
Motor Vehicle Theft	1	0	2	100%
Parkville Cleared Violent Crimes	N/A	95%	92%	-3%
National Average Cleared Violent Crimes	N/A	40%	N/A	N/A
Parkville Cleared Property Crimes	N/A	54%	43%	-26%
National Average Cleared Property Crimes	N/A	20%	N/A	N/A
Park U. Deer Hunt	26	10	10	0%
Children Supported w/ Shop with a Cop	14	18	15	-20%
Total Police Calls for Service	2922	3059	3207	5%
Arrests Per Year	324	323	406	20%
Vehicle Crashes in Parkville	163	144	130	-11%
Finger Print Card	N/A	N/A	127	N/A
Avg. Turnaround Time per Finger Print Card (hours)	N/A	N/A	0.25	N/A
Police Report Requests	N/A	N/A	99	N/A
Avg. Turnaround Time per Police Report Requests (hours)	N/A	N/A	0.41	N/A
Police Video Requests	N/A	N/A	19	N/A
Avg. Turnaround Time per Police Video Requests (hours)	N/A	N/A	1	N/A
Avg. Police Miles Driven	N/A	N/A	24900	N/A

## Performance Statistics

Department/Division	2013	2014	2015	Percent +/-
<u>Public Works</u>				
HHW Event Usage	25	16	7	-129%
HHW Facility Usage (2015 through October)	225	139	160	13%
Electronic Recycling Events Tons Collected	N/A	6.4	9.355	32%
Recycling Extravaganza Attendance	310	458	346	-32%
Clean Up Attendance (2015 Fall Only)	983	800	223	-259%
Clean Up Tons Collected	69.42	89.74	20.22	-344%
<u>Parks</u>				
Park Area (Approx.. Acres)	70	210	210	0%
Trees Planted	N/A	N/A	36	N/A
Trees Removed	N/A	N/A	27	N/A
Number of 5K/10K Races	N/A	N/A	12	N/A
Funds spent on Park Tree Trimming/Removal	\$ 7,206.00	\$ 17,533.31	\$ 9,907.88	-77%
<u>Streets</u>				
Total Lineal Feet of Roadway	197,339	210,282	212,984	1%
Total Lineal Feet of Cul-De-Sacs	21,070	21,070	22,735	7%
# of Street Ratings	203	208	213	2%
% of Street Ratings at or below a satisfactory Level	56.00%	19.71%	20.66%	5%
<u>Community Development</u>				
Missouri One Call Utility Locates	1,406	1,746	2,088	16%
Avg. Turnaround Time per Missouri One Call Utility (Hours)	N/A	N/A	1	N/A
Sign Permits Approved	22	24	19	-26%
Avg. Turnaround time per non-B4 sign permit (Hours)	N/A	N/A	1	N/A
Avg. Turnaround time per B4 sign permit (Hours)	N/A	N/A	3	N/A
Temporary Sign Permits Approved	12	19	8	N/A
Avg. Turnaround time per temporary sign permit (Hours)	N/A	N/A	0.5	N/A
Illegal Signs Removed	271	282	570	51%
Total Inspections	1,541	2,398	1,738	-38%
Building Permits Issued (All Permits)	163	216	245	12%
Building Permit Fees Collected	\$ 156,416.58	\$ 257,323.10	\$ 219,258.05	-17%
Occupancy Inspections	77	68	49	-39%
Improvement Fees Collected	\$ 24,869.01	\$ 44,934.75	\$ 21,959.69	-105%
New Single Family Permits	56	72	65	-11%
Single Family Permit Fees Collected	\$ 129,647.00	\$ 171,506.00	\$ 149,440.00	-15%
New Single Family Valuation	\$ 15,963,534.00	\$ 23,207,846.00	\$ 17,631,256.00	-32%
New Townhome Units	N/A	9	2	-350%
New Townhome Permits Fees Collected	N/A	\$ 16,873.00	\$ 5,152.00	-228%
New Townhome Valuation	N/A	\$ 1,313,000.00	\$ 1,450,000.00	9%
Commercial Tenant Finish	14	11	11	0%
Commercial Tenant Finish Permit Fees	\$ 4,596.25	\$ 17,272.20	\$ 26,143.15	34%

## Performance Statistics

Department/Division	2013	2014	2015	Percent +/-
Commercial Tenant Improvements Valuation	\$ 17,272.20	\$ 2,695,490.00	\$ 5,292,100.00	49%
New Commercial Units	N/A	3	1	-200%
New Commercial Unit Fees Collected	N/A	\$ 25,177.25	\$ 6,449.00	-290%
New Commercial Unit Valuation	N/A	\$ 5,540,527.00	\$ 1,147,847.00	-383%
All Other Permit Valuation	N/A	N/A	\$ 2,668,176.00	N/A
All Other Permit Fees	N/A	N/A	\$ 32,627.05	N/A
Sewer Connection Fees	\$ 60,900.00	\$ 87,000.00	\$ 84,100.00	-3%
Code Enforcement Complaints	29	79	103	23%
Code Enforcement Complaint Violations	21	65	74	12%
Code Enforcement Complaint Violations Abated	18	53	40	-33%
Code Enforcement Complaint Pending	3	12	34	65%
Code Enforcement Complaint Hearings	2	2	4	50%
Other Code Enforcement Violations Abated	N/A	116	83	-40%
Floodplain Compliance Reviews	9	7	4	-75%
Floodplain Permits issues	1	2	1	-100%
<u>Sewer</u>				
Sewer Payments Collected by Credit Card	N/A	\$ 22,274.10	\$ 87,582.80	75%
# Number of Parkville Sewer Customers	1704	1725	1710	-1%
# of Gallons Treated Per Day (January)	N/A	N/A	427,581	N/A
Removal Efficiency for BOD (January)	N/A	N/A	98.10%	N/A
Removal Efficiency for TSS (January)	N/A	N/A	95.60%	N/A
# of Gallons Treated Per Day (February)	N/A	N/A	469,571	N/A
Removal Efficiency for BOD (February)	N/A	N/A	95.90%	N/A
Removal Efficiency for TSS (February)	N/A	N/A	91.70%	N/A
# of Gallons Treated Per Day (March)	N/A	N/A	421,548	N/A
Removal Efficiency for BOD (March)	N/A	N/A	97.80%	N/A
Removal Efficiency for TSS (March)	N/A	N/A	93.70%	N/A
# of Gallons Treated Per Day (April)	N/A	N/A	514,000	N/A
Removal Efficiency for BOD (April)	N/A	N/A	97.80%	N/A
Removal Efficiency for TSS (April)	N/A	N/A	91.10%	N/A
# of Gallons Treated Per Day (May)	N/A	440,161	678,516	35%
Removal Efficiency for BOD (May)	N/A	96.00%	97.60%	2%
Removal Efficiency for TSS (May)	N/A	93.00%	95.10%	2%
# of Gallons Treated Per Day (June)	N/A	565,400	647,167	13%
Removal Efficiency for BOD (June)	N/A	98.20%	98.80%	1%
Removal Efficiency for TSS (June)	N/A	95.70%	96.80%	1%
# of Gallons Treated Per Day (July)	N/A	422,484	499,065	15%
Removal Efficiency for BOD (July)	N/A	99.10%	99.10%	0%
Removal Efficiency for TSS (July)	N/A	96.40%	97.00%	1%
# of Gallons Treated Per Day (August)	N/A	436,548	483,452	10%
Removal Efficiency for BOD (August)	N/A	98.70%	99.10%	0%
Removal Efficiency for TSS (August)	N/A	95.80%	97.70%	2%
# of Gallons Treated Per Day (September)	N/A	414,367	520,533	20%
Removal Efficiency for BOD (September)	N/A	99.20%	99.30%	0%

### Performance Statistics

Department/Division	2013	2014	2015	Percent +/-
Removal Efficiency for TSS (September)	N/A	97.70%	96.90%	-1%
# of Gallons Treated Per Day (October)	N/A	486,548	428,387	-14%
Removal Efficiency for BOD (October)	N/A	98.90%	99.40%	1%
Removal Efficiency for TSS (October)	N/A	97.70%	97.80%	0%
# of Gallons Treated Per Day (November)	N/A	405,700	494,567	18%
Removal Efficiency for BOD (November)	N/A	99.00%	98.10%	-1%
Removal Efficiency for TSS (November)	N/A	97.30%	95.50%	-2%
# of Gallons Treated Per Day (December)	N/A	422,533	624,032	32%
Removal Efficiency for BOD (December)	N/A	98.50%	97.70%	-1%
Removal Efficiency for TSS (December)	N/A	96.40%	94.80%	-2%
Sewer Rate Increase	3.00%	3.00%	2.50%	-20%

## Glossary

### A

**ACCOUNT NUMBER** – A system of numbering or otherwise designating accounts, entries, invoices, vouchers, etc., in such a manner that the symbol used quickly reveals certain required information.

**APPROPRIATION** – An authorization made by the Board of Aldermen that permits the City to incur obligations and to make expenditures of resources.

**AMERICAN MEDICAL RESPONSE (AMR)** – Provides ambulance service to the Parkville area.

**ASSESSED VALUATION** – This is the value of property. The assessed value is set by the Platte County Assessor, who is charged with determining the taxable value of property according to a formula set by the State of Missouri.

### B

**BOARD OF ALDERMEN** – The Mayor and Aldermen (8 member's), collectively acting as the legislative and policy-making body of the City.

**BOND** – A written promise to pay a specified sum of money, called the face value of principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate.

**BUDGET CALENDAR** – The schedule of key dates that the City follows in the preparation and adoption of the budget.

**BUDGET DOCUMENT** – The instrument used by the budget-making authority to present a comprehensive financial plan of operations to the Board of Aldermen.

**BUDGET MESSAGE** – The opening section of the budget from the City Administrator, which provides the City Council and the public with a general summary of the most important aspects of the budget.

**BUDGET ORDINANCE** – The official enactment by the Board of Aldermen to legally authorize City staff to obligate and expend revenues.

### C

**CAPITAL IMPROVEMENT PROGRAM (CIP)** – A multi-year plan or schedule for the acquisition of infrastructure, facilities and major equipment.

**CAPITAL OUTLAY EXPENDITURE** – Expenditure incorporated within the CIP document to acquire, maintain, repair, or upgrade capital assets. Typically more than \$5,000.

**CAPITAL OUTLAY DIVISION** – A division created to account for general fund dollars to be used for the acquisition or the construction of major capital facilities or equipment.

### D

**DEBT SERVICE FUND** – A fund established to account for the accumulation of resources for, and the payment of, long-term debt principal and interest.

**DEPARTMENT** – A major administrative organizational unit of the City that indicates overall management responsibility for one or more divisions.

**DIVISION** – A major administrative organizational unit of the City that indicates overall management responsibility for one or more activities.

## **E**

**ENTERPRISE FUND** – A fund established to account for operations of the sewer system. It is operated in a manner similar to private business enterprises where the intent is cost recovery.

**EXPENDITURES** – A decrease in the net financial resources of the City due to the acquisition of goods and services.

## **F**

**FISCAL YEAR** – A 12-month period to which the annual operating budget applies. The City of Parkville operates on a January 1 to December 31 as its fiscal year.

**FRANCHISE FEE** – A fee paid by public service utilities for use of public property in providing their services to the citizens of a community.

**FRIENDS OF PARKVILLE ANIMAL SHELTER (FOPAS)** – A not-for-profit corporation providing animal control for the city.

**FUND** – An accounting entity with a self-balancing set of accounts that record financial transactions for specific activities or government function.

**FUND BALANCE** – The excess of assets over liabilities.

## **G**

**GENERAL FUND** – The fund used to account for all financial resources except those required to be accounted for in another fund.

**GENERAL OBLIGATION BONDS** – Bonds that finance a variety of public projects that pledge the full faith and credit of the City.

**GRANT** – A contribution by a government or other organization to support a particular function.

## **I**

**INTEREST EARNINGS/LOSSES** – The earnings or losses from investments.

## **L**

**LICENSES, PERMITS, & FEES** – Revenues collected by from individuals or business concerns for various rights or privileges granted by the government.

## **M**

**MAINTENANCE** – All materials or contract expenditures covering repair and upkeep of City buildings, machinery and equipment, systems and land.

**MATERIALS** – Expendable materials and operating supplies necessary to conduct department activity.

**MID-AMERICA REGIONAL COUNCIL (MARC)** – MARC is an organization that coordinates projects and provides representation for all of the Kansas City metropolitan area local governments.

**N**

**NEIGHBORHOOD IMPROVEMENT DISTRICT (NID)** – A NID may be created in an area desiring certain public-use improvements that are paid for by special tax assessments to property owners in the area in which the improvements are made.

**O**

**OPERATING BUDGET** – The annual budget and process that provides a financial plan for the operation of government and the provision of services for the year.

**P**

**PERFORMANCE STATISTICS** – Specific quantitative measures or work performed within an activity or program.

**PROPERTY TAXES** – Used to describe all revenues received in a period from current taxes, delinquent taxes, penalties and interest on delinquent taxes. Property taxes are levied on both real and personal properties according to the property's valuation and tax rate.

**PUBLIC HEARING** – The portions of open meetings held to present evidence and provide information on both sides of an issue.

**PURCHASE ORDER** – A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated estimated price.

**R**

**RESERVE** – An account used to indicate that a portion of a fund balance is restricted for a specific purpose or not available for appropriation and subsequent spending.

**REVENUE** – Funds that the government receives as income.

**S**

**SALES TAX** – The tax placed on the value of goods sold within the City.

**SOUTH PLATTE FIRE PROTECTION DISTRICT (SPFPD)** –Provides fire protection and to the Parkville area.

**T**

**TAX INCREMENT FINANCING (TIF)** - An economic tool used by cities to finance real estate development costs. Additional property taxes generated by new development within a district formed are used to finance these real estate and infrastructure costs. A tax increment is that portion of the property taxes generated by the development above what the taxes would have been had the development not occurred.