



2020 BUDGET

CITY OF MARSHFIELD
798 SOUTH MARSHALL
MARSHFIELD, MO 65706

November 21, 2019



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November 25, 2019

Board of Aldermen
Appointed Officials
Citizens of Marshfield

Subject: City of Marshfield FY2020 Budget

On behalf of the City of Marshfield Finance Committee (Voting members include - Citizen Mark Foglesong, Area Resident Chan Crooker, Citizen Natalie McNish, Citizen Karen Gore, Area Resident Craig Bell, Alderman Stacy Lee, and Mayor Robert Williams) and Marshfield City Staff, we are proud to present the City of Marshfield's FY2020 Budget. The budget reflects the priorities established by the Board of Aldermen which were guided by the following:

- ❖ Marshfield residents through the 2018 Vision Casting effort;
- ❖ Marshfield Community Growth Plan;
- ❖ Marshfield Parks & Recreation Master Plan; and

As part of our continuing effort to improve the City's budgeting process and the City of Marshfield budget itself the following improvements are encapsulated in the FY2020 budget:

- ❖ Creation of a scoring matrix that enables a more objective review of new proposed programs, positions, capital projects and capital purchases. The matrix contains criteria by which each new item is rated. The criteria relate to improving staff and financial efficiencies; safety of the public and city staff; as well as implementation of the Marshfield Community Growth Plan and Parks & Recreation Master Plan. The matrix is a tool that is to be used during the budgeting process to help determine which proposed items are most in keeping with the overall goals of the city and will provide the greatest benefit to city government operations.
- ❖ The Parks Fund and the General Fund Parks and Recreation Budget have been combined into one fund. As a result, the transfer to the Parks Fund from the General Fund is projected to decrease by 17.05% in FY2020 to \$66,041. This consolidation will enable for improved tracking of park related revenues and expenses.

The following budget highlights are a result of the City's sound financial management practices. They address ongoing operational expenses, ensure the continuation of quality city services, and address the future needs of the community by:

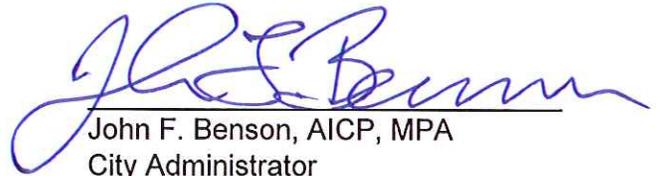
- ❖ Increasing the city's reserve fund to \$625,159, which equates to three months of the General Fund operating expenses to help ensure the city will have a strong financial base to meet any unanticipated financial needs.
- ❖ Accommodating a 5.4 percent increase in the city's health insurance premiums.
- ❖ Ensuring that the City can retain and attract quality employees by providing a 2% cost of living increase.
- ❖ Strengthening the community's economic development efforts by providing \$100,000 to GRO Marshfield for FY2020.
- ❖ Improving the quality of the city's transportation, water, and wastewater systems through funding of the following construction projects that will begin to be implemented in 2020.
 - Repaving of the travel lanes on the streets encompassing the historic Downtown Square (Transportation Fund);
 - In partnership with the Missouri State Highway Transportation Commission, construction of second Marshfield interchange on I-44 near mile marker 103 (Missouri State Cost Share Grant & G.O. Bond Debt Service Fund).
 - In partnership with the Missouri State Highway Transportation Commission, construction of improvements to the Highway CC-Banning-Buffalo Street intersection (Missouri State Cost Share Grant & Transportation Fund)
 - Rehabilitation of the city's existing wells (MDNR State Revolving Loan Fund);
 - Improvements to two of the city's water towers (MDNR State Revolving Loan Fund);
 - Construction of a new water tower near Hubble Drive and Elm Street (MDNR State Revolving Loan Fund);
 - Improvements to the city's water distribution system (MDNR State Revolving Loan Fund);
 - Construction of a bypass elimination improvements at the City's Wastewater Treatment Plant (Refinancing of the Combined Water and Sewer Revenue 2003B Bond and issuance of 2020 Combined Water and Sewer Revenue Bonds)
 - Conversion from the existing chlorine disinfection system to a safer and more cost-effective UV disinfection system (Refinancing of the Combined Water and Sewer Revenue 2003B Bond and issuance of 2020 Combined Water and Sewer Revenue Bonds); and

- Construction of a new 12-inch water main to accommodate future anticipated growth near the planned second interchange on I-44 (Refinancing of the Combined Water and Sewer Revenue 2003B Bond and issuance of 2020 Combined Water and Sewer Revenue Bonds).

In conclusion, the City of Marshfield's FY2020 budget builds upon past efforts and financial investments which the city has made to continue moving the City and the Marshfield community forward. This forward progress reflects the hard work and dedication of the cooperative partnerships that have been established between the city, residents, area business, civic organizations, and other government entities. It is through these partnerships that Marshfield is truly "*Building Community Together*," and is creating the path towards a bright future.



Robert Williams
Mayor of Marshfield



John F. Benson, AICP, MPA
City Administrator

Types of Funds

Governmental

The General Fund is used to account for all ordinary operations associated with the traditional services provided by the city government. These services fall into the broad departments of general administration, police department, fire department, municipal court, street department, building inspections and code enforcement, and animal control.

Special Revenue

Special Revenue Funds are used to account for revenues from specific taxes or other earmarked revenue sources that by law are designated to finance particular functions or activities of government. Special Revenue Funds include the Cemetery Fund, Parks Fund, Transportation Sales Tax Fund, and Debt Service Fund. The Parks Fund has been divided into two special revenue funds. The Parks fund is for the upkeep and maintenance of the City's parks and utilizes the Parks property tax revenue and subsidized by the General Fund. The Restricted Parks Fund uses the Local Parks sales tax to fund the new aquatic center and park activities.

Proprietary

Proprietary Funds are business-type funds that are self-supporting through user charges and service fees. The City's proprietary funds are the water fund, wastewater treatment plant (WWTP) fund and the combined water and wastewater capital improvement project fee (CIP).

Major Revenue Sources

Sales Taxes

Missouri municipalities have five sales taxes available for different municipal purposes: General Revenue, Capital Improvements, Transportation, Local Parks & Stormwater and Fire Protection. A majority of the voters must approve each of these taxes prior to their imposition. The Missouri statutes also dictate the rate at which these taxes may be imposed, and the use of funds generated from their imposition. All the following sales taxes are to be applied to the receipts from the sale at retail of all tangible personal property or taxable services with any city adopting such a tax, as defined in Chapter 144 RSMo. Sales taxes in effect for the City of Marshfield include:

General Sales Tax

One percent general sales tax on all tangible personal property sold at retail with the City of Marshfield with the exemptions outlined in 144.010 through 144.510 RSMo. Statutory authority for this tax is 94.500 RSMo. Budgeted general sales tax represents 59.7% of the total general fund revenue of the City in FY 2020. Revenue generated by the general sales tax is allocated to the General Fund and can be used for municipal purpose approved by the Board of Aldermen.

Transportation Sales Tax

One-half percent transportation sales tax on the same goods as outlined above. Statutory authority for this tax begins in 94.700 RSMo, which gives cities the taxing authority of up to one-half percent. Instituted in 2005 by the City of Marshfield, transportation sales tax must be accounted for in a separate fund and is restricted to "transportation purposes"; which is defined as a mass transportation system, construction, reconstruction, repair and maintenance of streets, bridges and airports, and land acquisition and rights-of-way for these purposes.

Local Parks & Stormwater Sales Tax

Sections 644.032 – 644.033 RSMO detail the local parks & stormwater sales tax. The tax may be used for stormwater control, parks or both, provided the particular use of the tax is included in the ballot language. The tax may not exceed one-half percent. Voters approved a one-half percent local parks sales tax on the same goods as the general sales tax November 2014 to provide funding for local parks, including but not limited to constructing, furnishing, equipping, operating and maintaining an aquatic/activity complex. One-quarter percent sales tax will

sunset at such a time that all obligations issued for the purpose of constructing, furnishing and equipping an aquatic/activity complex shall be fully paid.

Capital Improvement Sales Tax

Section 94.577 RSMo details capital improvement sales tax. This tax may be used for capital improvements. The City's one-half percent capital improvement sales tax expired in October 2014.

Sales Tax Breakdown

Webster County Sales Tax (Total Rate 1.750%)

Rate	Use	State Statute Section	Expiration
½%	General Revenue	66.500 – 66.545	Permanent
½%	Capital Improvement	67.700 – 67.727	Thru 12/31/27
¼ %	Law Enforcement	190.335 – 190.337	Permanent
½%	General Sales tax	67.547	Permanent

Webster County 911 (Total Rate 0.333%)

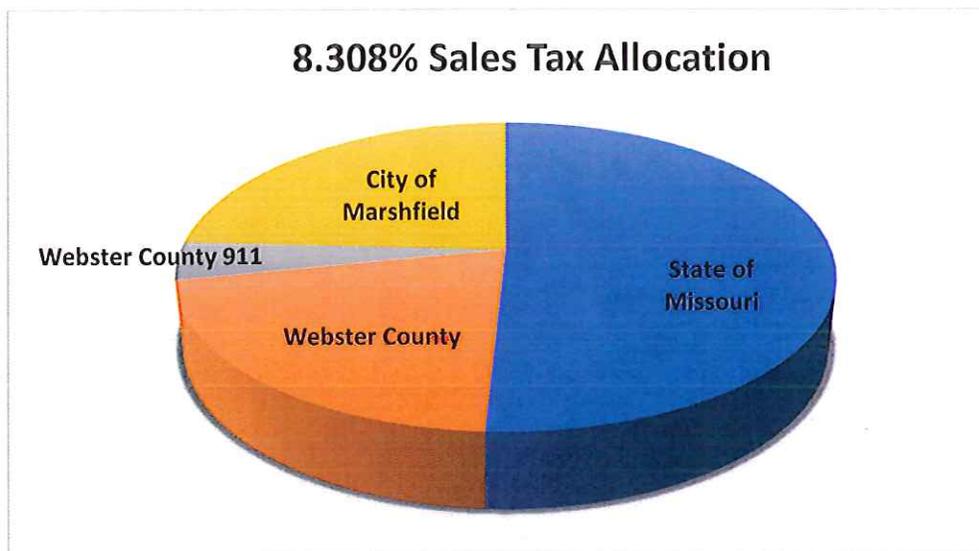
Permanent

State of Missouri (Total Rate 4.225%)

Rate	Use	State Statute Sections	Expiration
4%	General Revenue		Permanent
¼%	Conservation, Education, etc.		Permanent

City of Marshfield Sales Tax (Total Rate 2.0%)

Rate	Use	State Statute Sections	Expiration
1%	General Revenue	94.500 – 94.550	Permanent
½%	Transportation	94.700 – 94.755	Permanent
½%	Local Parks Fund	644.032 – 644.033	Unknown



Other Revenue Sources

Property Tax

Property taxes are levied and collected by the City. The City must fix its ad valorem property tax rates and certify them to the County Clerk not later than September first for entry in the tax books. The County Clerk receives the county tax books from the County Assessor, which sets forth the assessments of real and personal property. The County Clerk enters the tax rates certified to him by the local taxing authorities in the tax books and assesses such rates against taxable property in the City as shown in such books.

The County Clerk forwards the tax books by October 31 to the County Collector, who is charged with levying and collecting taxes as shown in the tax books. The County Collector extends the taxes on the tax rolls and issues the tax statements in early December. Taxes are due by December 31 and become delinquent if not paid to the County Collector by that time.

The County Collector is required to make disbursements of collected taxes to the City each month. Because of the tax collection procedure described above, the City receives the bulk of its moneys from local property taxes in the months of January, February and March.

Tax Rates

Debt Service Levy

The City's debt service property tax levy for the fiscal year ended December 31, 2019 was \$0.3700 per \$100 of assessed valuation (the City has not yet determined its debt service levy for the current fiscal year ending December 31, 2020). Once indebtedness has been approved by the voters and general obligation bonds are issued, the City is required under Article VI, Section 26(f) of the Missouri Constitution to levy an annual tax on all taxable tangible property therein sufficient to pay the interest and principal of the general obligation bonds as it falls due and to retire the same within 20 years from the date of issue. The Board of Alderman may set the tax rate for debt service, without limitation as to rate or amount, at the level required to make such payments.

Operating Levy (for Parks and Recreation and Cemetery Operations)

The City's property tax levy for parks and recreation and property tax levy for cemetery operations for fiscal year ended December 31, 2019 was \$0.1108 per \$100 assessed valuation and \$0.131 per \$100 assessed valuation, respectively (the City has not yet determined its parks and recreation property tax levy or its cemetery operations property tax levy for the current fiscal year ending December 31, 2020).

Any property taxes levied by the City for operations such as the City's parks and recreation and cemetery operations property tax levies cannot exceed the "tax rate ceiling" for the current year without voter approval. The tax rate ceiling, determined annually, is the rate of levy which, when charged against the newly assessed valuation of the City for the current year, excluding new construction and improvements, will produce an amount of tax revenues equal to tax revenues for the previous year increased by 5% or the Consumer Price Index, whichever is lower.

Property Tax Levies

City of Marshfield (2019 Levy – collected in 2020)

Rate	Use	Estimated Revenue
.3700/100	Debt Service	\$ 339,700
.1108/100	Parks	\$ 101,700
.1310/100	Cemetery	\$ 120,200

City of Marshfield (2018 Levy – collected in 2019)

Rate	Use	Estimated Revenue
.3700/100	Debt Service	\$ 338,900
.1108/100	Parks	\$ 101,500
.1310/100	Cemetery	\$ 119,000

The property tax rate is compiled as follows:

Overall Real Property Tax in Marshfield

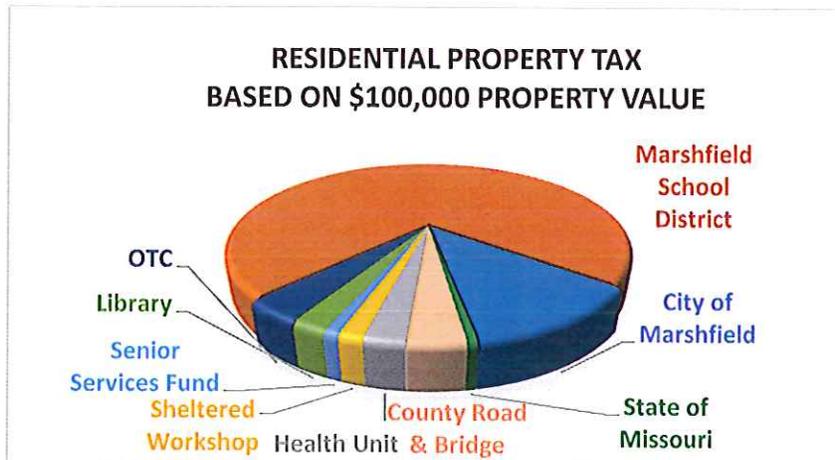
Rate and cost are based on a \$100,000 property value.

Residential

State of Missouri	0.0300	5.70
County Road & Bridge	0.1797	34.14
Health Unit	0.1324	25.16
Sheltered Workshop	0.0757	14.38
Senior Services Fund	0.0477	9.06
Library	0.1133	21.53
OTC	0.1990	37.81
Marshfield School District	3.8400	729.60
City of Marshfield	0.6118	116.24
Total	5.2296	993.62

Commerical

State of Missouri	0.0300	9.60
Commercial Surcharge	0.3700	118.40
County Road & Bridge	0.1797	57.50
Health Unit	0.1324	42.37
Sheltered Workshop	0.0757	24.22
Senior Services Fund	0.0477	15.26
Library	0.1133	36.26
OTC	0.1990	63.68
Marshfield School District	3.8400	1,228.80
City of Marshfield	0.6118	195.78
Total	5.5996	1,791.87



Franchise Fees

Franchise fees are assessed on gross receipts for gas service (5%), telephone service (5%), electric service (3%) and cable service, per contract. Budgeted franchise taxes represent 14.07% of the total general fund revenue of the City in FY 2020.

Payment in Lieu of Taxes

Payment in lieu of taxes (PILOT) are collected from the Water Fund and the WWTP Fund. PILOTs are 5% of the revenue collections for water municipal sales and sewer charges supplied by the City's water and wastewater departments. Once the payment in lieu of taxes have been collected, they are transferred to the general fund. Budgeted PILOTs to be transferred to the general fund for FY 2020 represent 3.86% of the total general fund revenue.

Tourism Tax

Tax levied to be collected in the amount of 2% on the charges for all sleeping rooms paid by the transient guests of hotels and motels situated in the City. All revenues received from the tourism tax levied shall be used solely for funding a convention and visitors bureau, the Marshfield Chamber of Commerce.

Licenses and Permits

The City currently collects business license fees from contractors, restaurateurs, and merchants under Chapter 600 of the City Code.

The City issues various kinds of permits to builders for residential and commercial construction and improvements. These permits are required to protect the owner from faulty design, workmanship, materials, etc., and are "regulatory" in nature.

Fines and Forfeitures

The various fines for municipal code violations are set by the Municipal Judge. The majority of fines and forfeitures are attributed to municipal court fines, which represent 6.6% of the total general fund revenue for FY 2020.

User Fees/Charges

User charges include cemetery fees, recreation program fees, water and wastewater fees, and EMT training class fees. Article X, Section 22 of the State Constitution (the Hancock Amendment) generally prohibits the increase of these charges without a vote of the people; however, the City may increase these fees at a rate not to exceed the actual cost of the service provided.

State Motor Fuel Tax and Vehicle Sales Tax

The Missouri Department of Revenue distributes a portion of these taxes to cities and counties, on a monthly basis, based on county mileage and land valuation figures. These distributions represent 10.4% of the total general fund revenue for FY 2020.

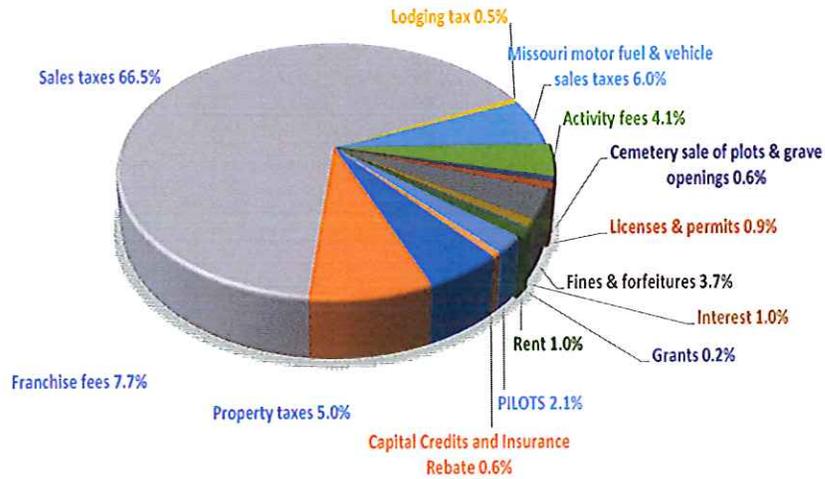
Rent

The City receives rent revenue through renting City owned property. A cellular tower company is renting City owned space for their cell tower. In 2017 the City purchased a building on the square with the purpose of relocating City Hall. A portion of the building is being rented by Seymour Bank. Both the tower company and bank rent revenues are being encumbered to pay for the remodeling of the recently purchased building to relocate City Hall. The City has property at the Cemetery and the wastewater treatment plant that is rented through a bid process usually every two years. The City owned parks facilities can be rented for events and parties.

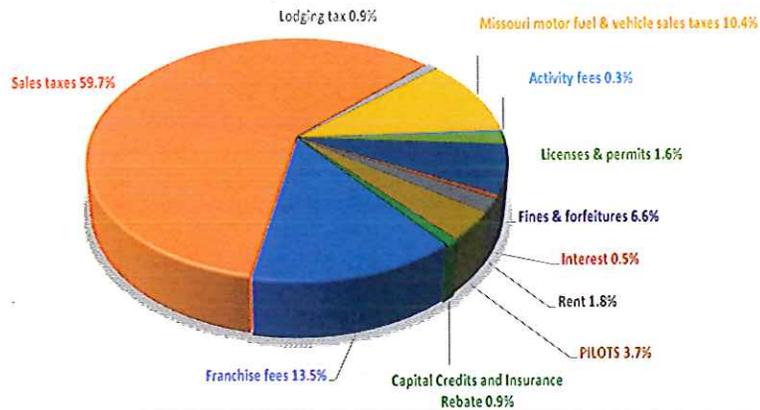
2020 Budget Operating Revenues

REVENUES	General Fund	Transportation Sales Tax Fund	Combined Parks Fund	Cemetery Fund	Total
Taxes					
Property Taxes			\$ 101,700	\$ 120,200	\$ 221,900
Franchise fees	\$ 345,000				\$ 345,000
Sales taxes	\$ 1,521,054	\$ 722,122	\$ 721,777		\$ 2,964,953
Lodging tax	\$ 24,000				\$ 24,000
Intergovernmental:					\$ -
Missouri motor fuel & vehicle sales taxes	\$ 265,500				\$ 265,500
User charges:					\$ -
Activity fees	\$ 8,000		\$ 174,550		\$ 182,550
Cemetery sale of plots & grave openings				\$ 28,500	\$ 28,500
Licenses & permits	\$ 40,000				\$ 40,000
Fines & forfeitures	\$ 166,829				\$ 166,829
Interest	\$ 13,000	\$ 10,000	\$ 15,000	\$ 6,000	\$ 44,000
Grants		\$ 9,000			\$ 9,000
Rent	\$ 46,080				\$ 46,080
PILOTS (Transferred In)	\$ 94,675				\$ 94,675
Capital Credits and Insurance Rebate	\$ 22,589		\$ 2,262	\$ 1,457	\$ 26,308
Total Revenue	\$ 2,546,727	\$ 741,122	\$ 1,015,289	\$ 156,157	\$ 4,459,294

CITY OF MARSHFIELD 2020 BUDGET OPERATING REVENUES:
GENERAL FUND, CEMETERY FUND, TRANSPORTATION SALES TAX FUND, PARKS FUND



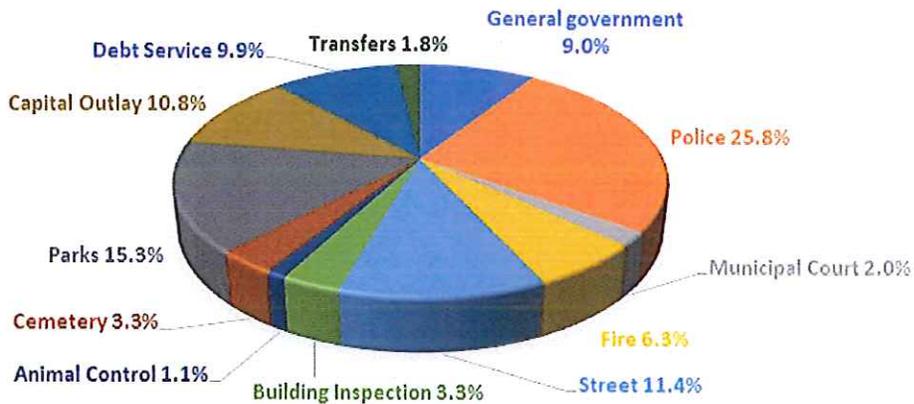
2020 BUDGET GENERAL FUND OPERATING REVENUES



2020 Budget Operating Expenditures

EXPENDITURES	General Fund	Transportation Sales Tax Fund	Combined Parks Fund	Cemetery Fund	Total
General government	\$ 367,905				\$ 367,905
Law and public safety					
Police	\$ 1,052,493				\$ 1,052,493
Municipal Court	\$ 79,642				\$ 79,642
Fire	\$ 255,734				\$ 255,734
Street	\$ 463,305	\$ 1,303			\$ 464,609
Building Inspection	\$ 134,517				\$ 134,517
Animal Control	\$ 45,964				\$ 45,964
Cemetery				\$ 134,166	\$ 134,166
Parks			\$ 622,714		\$ 622,714
Capital Outlay	\$ 35,037	\$ 406,859			\$ 441,897
Debt Service			\$ 404,731		\$ 404,731
Transfers (In) / Out	\$ 66,041	\$ 75,000	\$ (66,041)		\$ 75,000
Total Expenditures	\$ 2,500,640	\$ 483,162	\$ 961,404	\$ 134,166	\$ 4,079,371

CITY OF MARSHFIELD 2020 BUDGET EXPENDITURES: GENERAL FUND, CEMETERY FUND, TRANSPORTATION SALES TAX FUND AND PARKS FUND



2020 Budget General Fund Department's Personnel Expenses

	Total Expenditures	Personnel Expenses *	Percent of Total Department
General government	\$ 367,905	\$ 178,154	48.4%
Police	\$ 1,052,493	\$ 931,947	88.5%
Municipal Court	\$ 79,642	\$ 27,691	34.8%
Fire **	\$ 255,734	\$ 135,771	53.1%
Street	\$ 463,305	\$ 230,618	49.8%
Building Inspection	\$ 134,517	\$ 64,580	48.0%
Animal Control	\$ 45,964	\$ 28,301	61.6%
Cemetery	\$ 134,166	\$ 86,476	64.5%
Parks	\$ 622,714	\$ 317,274	51.0%
Total	\$ 3,156,440	\$ 2,000,811	63.4%

* Personnel expenses include wages, payroll taxes, health insurance, work comp insurance and retirement benefits.

** Fire Department includes fees to volunteers.

City of Marshfield Summary

General Fund							
Revenues	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	
General & Administrative	\$ 1,985,721	\$ 1,863,927	\$ 1,960,292	\$ 1,866,255	\$ 1,944,051	\$ 1,963,820	
Police	\$ 15,811	\$ 1,400	\$ 16,562	\$ 3,000	\$ 3,050	\$ 13,702	
Street	\$ 280,029	\$ 260,956	\$ 287,070	\$ 264,482	\$ 265,798	\$ 272,289	
Fire	\$ 167,362	\$ 7,000	\$ 10,360	\$ 7,000	\$ 11,000	\$ 9,364	
Building	\$ 29,024	\$ 22,300	\$ 36,757	\$ 25,200	\$ 25,000	\$ 26,889	
Court	\$ 76,832	\$ 65,000	\$ 113,575	\$ 113,320	\$ 121,014	\$ 161,602	
Animal Control	\$ 2,304	\$ 1,233	\$ 5,056	\$ 2,300	\$ 4,100	\$ 4,386	
Total General Fund Revenues	\$ 2,557,082	\$ 2,221,816	\$ 2,429,671	\$ 2,281,557	\$ 2,374,013	\$ 2,452,052	
Expenditures							
General							
General & Administrative	\$ 533,655	\$ 439,203	\$ 376,288	\$ 376,353	\$ 357,519	\$ 367,905	
Police	\$ 809,830	\$ 980,923	\$ 946,554	\$ 1,077,285	\$ 1,013,976	\$ 1,087,530	
Street	\$ 368,816	\$ 593,690	\$ 511,747	\$ 655,196	\$ 547,007	\$ 463,305	
Fire	\$ 380,027	\$ 241,756	\$ 230,390	\$ 272,840	\$ 253,537	\$ 255,734	
Building	\$ 62,891	\$ 91,673	\$ 70,332	\$ 95,020	\$ 130,869	\$ 134,517	
Court	\$ 59,622	\$ 56,682	\$ 52,331	\$ 63,398	\$ 69,871	\$ 79,642	
Animal Control	\$ 28,851	\$ 32,936	\$ 31,658	\$ 43,503	\$ 37,085	\$ 45,964	
Total General Fund Expenditures	\$ 2,243,692	\$ 2,436,863	\$ 2,219,300	\$ 2,583,593	\$ 2,409,864	\$ 2,434,599	
General Fund Transfers & Encumbrances	\$ 439,079	\$ 62,055	\$ 46,174	\$ 17,251	\$ 27,504	\$ 17,446	
<i>*Positive adds to expenditures, negative decreases expenditures</i>							
General Fund Revenue (Deficit)	\$ (125,689)	\$ (277,103)	\$ 164,197	\$ (319,287)	\$ (63,354)	\$ 8	
Unallocated Cash Balance							
	\$ 661,934	\$ 384,832	\$ 841,595	\$ 522,308	\$ 782,387	\$ 583,819	
Cash Flow Reserve							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000	
Encumbered Rent Revenues							
	\$ -	\$ -	\$ 44,825	\$ 90,001	\$ 87,001	\$ 133,081	
Reserve Fund Cash Balance							
	\$ 401,870	\$ 401,870	\$ 461,327	\$ 461,327	\$ 471,584	\$ 625,159	
Total Cash Balance	\$ 1,063,804	\$ 786,702	\$ 1,347,747	\$ 1,073,636	\$ 1,340,972	\$ 1,387,059	

Cemetery Fund							
Revenues	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	
Revenues	\$ 161,522	\$ 144,673	\$ 169,318	\$ 148,850	\$ 153,300	\$ 156,157	
Expenditures	\$ 88,761	\$ 107,790	\$ 96,173	\$ 125,729	\$ 117,936	\$ 134,166	
Cemetery Revenue (Deficit)	\$ 72,761	\$ 36,883	\$ 73,145	\$ 23,121	\$ 35,364	\$ 21,991	
Cash Balance							
	\$ 295,002	\$ 305,001	\$ 15,902	\$ 16,523	\$ 40,266	\$ 57,457	
Money Market Cash Balance							
	\$ 68,258	\$ 68,258	\$ 393,409	\$ 373,409	\$ 393,664	\$ 398,464	
Total Cash Balance	\$ 363,260	\$ 373,259	\$ 409,311	\$ 389,932	\$ 433,930	\$ 455,921	

Transportation Fund							
Revenues	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	
Revenues	\$ 731,904	\$ 684,722	\$ 711,073	\$ 689,208	\$ 714,014	\$ 741,122	
Expenditures	\$ 766,625	\$ 648,930	\$ 372,383	\$ 705,471	\$ 592,519	\$ 483,162	
Transportation Fund Revenue (Deficit)	\$ (34,721)	\$ 35,793	\$ 338,689	\$ (16,262)	\$ 121,495	\$ 257,959	
Total Cash Balance							
	\$ 464,427	\$ 420,001	\$ 698,989	\$ 682,727	\$ 820,485	\$ 1,078,444	

Adopted
11/21/2019

Combined Parks Fund						
	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
<i>Revenues</i>					\$ 1,177,661	\$ 1,086,080
<i>Expenditures</i>					\$ 1,254,034	\$ 1,027,445
Combined Parks Fund Revenue (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ (76,373)	\$ 58,635
Cash Balance					\$ 1,124,211	\$ 1,182,847
Tennis Courts Fund					\$ 30,000	\$ 30,000
Equipment Replacement Reserve Fund					\$ -	\$ -
Total Combined Parks Fund Cash Balance	\$ -	\$ -	\$ -	\$ -	\$ 1,154,211	\$ 1,212,847

Restricted Parks Fund						
	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
<i>Revenues</i>	\$ 745,111	\$ 785,522	\$ 751,785	\$ 885,824	\$ 994,657	
<i>Expenditures</i>	\$ 318,624	\$ 1,202,366	\$ 643,865	\$ 974,445	\$ 1,062,097	
Restricted Parks Fund Revenue (Deficit)	\$ 426,487	\$ (416,844)	\$ 107,920	\$ (88,620)	\$ (67,440)	\$ -
Cash Balance	\$ 1,105,482	\$ 688,638	\$ 1,191,651	\$ 1,103,031	\$ 1,124,211	
	\$ -	\$ 20,000	\$ 20,000	\$ 30,000	\$ 30,000	
Equipment Replacement Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Restricted Parks Fund Cash Balance	\$ 1,105,482	\$ 708,638	\$ 1,211,651	\$ 1,133,031	\$ 1,154,211	\$ -

General Parks Fund						
	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
<i>Revenues</i>	\$ 100,672	\$ 100,856	\$ 111,314	\$ 103,213	\$ 106,285	
<i>Expenditures</i>	\$ 156,069	\$ 210,249	\$ 196,010	\$ 195,088	\$ 183,589	
General Parks Fund Revenue (Deficit)	\$ (55,397)	\$ (109,393)	\$ (84,695)	\$ (91,875)	\$ (77,304)	\$ -

General Fund Parks and Restricted Parks combined in the 2020 Budget.

WWTP Fund						
	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
Revenues						
WWTP	\$ 922,627	\$ 888,000	\$ 966,389	\$ 910,500	\$ 921,453	\$ 936,155
WWTP CIP	\$ 302,380	\$ 806,100	\$ 816,469	\$ -	\$ -	\$ -
WWTP Capacity Fees	\$ 10,726	\$ 10,000	\$ 19,971	\$ 10,000	\$ 10,000	\$ 10,000
Total WWTP Revenues	\$ 1,235,733	\$ 1,704,100	\$ 1,802,829	\$ 920,500	\$ 931,453	\$ 946,155
Expenditures						
WWTP	\$ 814,023	\$ 900,857	\$ 811,760	\$ 974,649	\$ 868,304	\$ 920,135
WWTP CIP	\$ 113,656	\$ 800,969	\$ 384,686	\$ -	\$ -	\$ -
WWTP Caacity Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total WWTP Expenditures	\$ 927,679	\$ 1,701,826	\$ 1,196,447	\$ 974,649	\$ 868,304	\$ 920,135
WWTP Fund Revenue (Deficit)	\$ 308,055	\$ 2,274	\$ 606,382	\$ (54,149)	\$ 63,149	\$ 26,020
Cash Balance						
Cash Balance	\$ 443,783	\$ 430,925	\$ 246,283	\$ 232,134	\$ 285,283	\$ 301,303
Money Market Cash Balance	\$ -	\$ -	\$ 466,371	\$ 466,371	\$ 466,371	\$ 466,371
Replacement Reserve Cash Balance	\$ -	\$ -	\$ 85,705	\$ 35,705	\$ 35,705	\$ 35,705
Total Operating Cash Balance	\$ 443,783	\$ 430,925	\$ 798,359	\$ 734,210	\$ 787,359	\$ 803,379
WWTP CIP Cash Balance						
WWTP CIP Cash Balance	\$ 544,094	\$ 549,225	\$ 331,213	\$ -	\$ -	\$ -
WWTP CIP Money Market Cash Balance	\$ -	\$ -	\$ 644,655	\$ -	\$ -	\$ -
Total WWTP CIP Cash Balance	\$ 544,094	\$ 549,225	\$ 975,868	\$ -	\$ -	\$ -

Water Fund						
	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
Revenues						
Water Fund	\$ 916,043	\$ 891,929	\$ 1,001,267	\$ 917,800	\$ 925,612	\$ 929,392
Water CIP	\$ 182,899	\$ 181,500	\$ 170,676	\$ -	\$ -	\$ -
Water Capacity Fees	\$ 5,848	\$ 6,000	\$ 11,986	\$ 7,000	\$ 7,000	\$ 7,000
Total Water Revenues	\$ 1,104,790	\$ 1,079,429	\$ 1,183,929	\$ 924,800	\$ 932,612	\$ 936,392
Expenditures						
Water Fund	\$ 827,311	\$ 946,197	\$ 850,060	\$ 948,482	\$ 802,536	\$ 871,291
Water CIP	\$ 211,369	\$ 510,398	\$ 292,711	\$ -	\$ -	\$ -
Water Capacity Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Water Expenditures	\$ 1,038,680	\$ 1,456,595	\$ 1,142,771	\$ 948,482	\$ 802,536	\$ 871,291
Water Fund Revenue (Deficit)	\$ 66,110	\$ (377,166)	\$ 41,159	\$ (23,682)	\$ 130,075	\$ 65,101
Cash Balance						
Cash Balance	\$ 589,882	\$ 535,614	\$ 228,676	\$ 197,993	\$ 351,751	\$ 404,502
Money Market Cash Balance	\$ -	\$ -	\$ 498,036	\$ 498,036	\$ 498,036	\$ 503,386
Replacement Reserve Fund Cash Balance	\$ 135,971	\$ 190,238	\$ 220,384	\$ 236,384	\$ 291,384	\$ 313,524
Total Operating Cash Balance	\$ 725,853	\$ 725,852	\$ 947,096	\$ 932,414	\$ 1,141,171	\$ 1,221,412
Water CIP Cash Balance						
Water CIP Cash Balance	\$ 349,092	\$ 20,194	\$ 226,198	\$ -	\$ -	\$ -
Water CIP Money Market Cash Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Water CIP Cash Balance	\$ 349,092	\$ 20,194	\$ 226,198	\$ -	\$ -	\$ -

Combined CIP Fund						
	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
Revenues						
			\$ -	\$ 728,750	\$ 499,719	\$ 728,500
Expenditures						
			\$ -	\$ 928,304	\$ 788,399	\$ 978,145
Combined CIP Fund Revenue (Deficit)	\$ -	\$ -	\$ -	\$ (199,554)	\$ (288,680)	\$ (249,645)
Cash Balance						
Cash Balance			\$ 557,411	\$ 357,857	\$ 263,731	\$ 219,086
Money Market Account			\$ 644,655	\$ 644,655	\$ 650,575	\$ 445,575
Total Combined CIP Fund Cash Balance	\$ -	\$ -	\$ 1,202,065	\$ 1,002,511	\$ 914,306	\$ 664,661

Water CIP and WWTP CIP combined in the 2019 Budget.

Budget Scoring Matrix

The Budget Scoring Matrix on the following pages provides an objective review of new proposed programs, positions, capital projects and capital purchases to be performed. The scoring matrix contains criteria by which each new item is to be rated. The scoring criteria relate to:

- Improving staff and financial efficiencies;
- Safety of the public and city staff;
- Implementation of the Marshfield Community Growth Plan; and
- Implementation of the Marshfield Parks & Recreation Master Plan.

The matrix is a tool that is to be used during the budgeting process to help determine which proposed items are most in keeping with the overall goals of the city and will provide the greatest benefit to city government operations. The scoring criteria should be reviewed annually at the beginning of the city's annual budgeting process and should be modified as needed to ensure the scoring criteria align with the community needs and the goals of the Board of Aldermen for the coming year.

**City of Marshfield
2020 Budget Priority 2's Ranking**

Fund		Score	FY 2020 Budget Impact	Ongoing Budget Impact	2020 Revenue Neutral Budget Ending Unallocated Cash Balance
GENERAL FUND					\$ 583,819
Street	Paving: Asphalt Crack filling Material	4	\$ 35,000		
Street	Paving: Replace existing patches	4	\$ 35,000		
Street	Paving: Milling & overlay N. Buffalo from Washington to Burford	4	\$ 32,000		
Street	Paving: Patch & overlay Julian Street west to Poplar Court	4	\$ 23,000		
G & A	Website Design - allocated	3	\$ 5,000		
Street	(c) Dump truck purchase - allocated	2	\$ 25,000	\$ 284	
G & A	Administrative Assistant - allocated	2		\$ 35,750	
Street	(d) Air compressor - allocated	2	\$ 6,667		
Multi	(a) Admin Truck purchase - allocated (GF: G & A, Street)	2	\$ 18,000	\$ 350	
Police	Purchase new fleet vehicle & equipment installation	2	\$ 43,276	\$ 1,238	
Street	(b) Skid Steer attachment - allocated	2	\$ 2,500		
G & A	Custodian Fee	2	\$ 5,000		
Court	Move part-time Clerk to full-time	1		\$ 35,910	
Multi	(e) Smart Gov - allocated (GF: Street, Building, Animal Control)	1	\$ 12,139	\$ 3,375	
Multi	(g) Upgrade Mobile 311 to Asset Essentials (GF: Street, Building, Animal Control)	1	\$ 4,542	\$ 1,594	
Building	Update Building Code Books	1	\$ 4,500		
WATER FUND					\$ 907,889
	Clean Water Towers	4	\$ 28,000		
	Purchase mini excavator allocated	4	\$ 30,000		
	Purchase new fleet vehicle	3	\$ 50,000	\$ 851	
	Replace backhoe	3	\$ 125,000		
	Website Design - allocated	3	\$ 5,000		
	New Building	3	\$ 250,000		
	(c) dump truck purchase allocated	2	\$ 50,000	\$ 851	
	Administrative Assistant - allocated	2		\$ 5,720	
	(d) Air compressor - allocated	2	\$ 6,667		
	(a) Admin Truck purchase	2	\$ 11,250	\$ 213	
	(b) Skid Steer attachment - allocated	2	\$ 2,500		
	(e) Smart Gov - allocated	1	\$ 4,046	\$ 1,125	
	(g) Upgrade Mobile 311 to Asset Essentials	1	\$ 1,514	\$ 531	
WWTP FUND					\$ 767,674
	Collection Maintenance Replacement Pump, I&I	4	\$ 23,000		
	Waste Water Master Plan	4	\$ 62,500		
	Purchase mini excavator allocated	4	\$ 30,000		
	Purchase new fleet vehicle & insurance	4	\$ 50,000	\$ 851	
	Replace reactor blower	3	\$ 40,000		
	Website Design - allocated	3	\$ 5,000		
	(c) dump truck purchase allocated	2	\$ 50,000	\$ 851	
	Annual replacement pump for lift stations	2	\$ 14,000		
	Administrative Assistant - allocated	2		\$ 5,720	
	(a) Admin Truck purchase	2	\$ 6,750	\$ 128	
	(d) Air compressor - allocated	2	\$ 6,667		
	(b) Skid Steer attachment - allocated	2	\$ 2,500		
	(e) Smart Gov - allocated	1	\$ 4,046	\$ 1,125	
	(g) Upgrade Mobile 311 to Asset Essentials	1	\$ 1,514	\$ 531	

**City of Marshfield
2020 Budget Priority 2's Ranking**

Fund	Score	FY 2020 Budget Impact	Ongoing Budget Impact	2020 Revenue Neutral Budget Ending Unallocated Cash Balance	
				Revenue	Net
COMBINED PARKS & RESTRICTED PARKS				\$ 1,212,846	
Patriot Park Schematic Design	7	\$ 50,000			
Marketing Plan	5	\$ 8,714			
Disc Golf	4	\$ 20,000			
New Employee - Recreation Supervisor	3		\$ 47,109		
Website Design - allocated	3	\$ 5,000			
Youth Basketball	3		\$ 1,837	\$ 1,920	\$ 83
Pitch Hit Run	3		\$ 853	\$ 1,250	\$ 398
Pumpkins in the Park	3		\$ 1,228	\$ 1,500	\$ 272
Golf Series	3		\$ 745	\$ 1,350	\$ 605
Softball Spring Girls	3		\$ 2,218	\$ 2,400	\$ 182
Baseball Fall Boys	3		\$ 2,644	\$ 3,200	\$ 556
Sand Volley Ball Tournament	3		\$ 699	\$ 800	\$ 101
Disc Golf Tournament	3		\$ 193	\$ 360	\$ 167
Adult Basketball 3 on 3	3		\$ 660	\$ 1,200	\$ 540
Adult Basketball 5 on 5	3		\$ 528	\$ 1,600	\$ 1,072
Kick Punt Pass	3		\$ 492	\$ 750	\$ 258
Security Cameras at Rotary Park	2	\$ 11,200	\$ 600		
Dugout repair/rebuild for fields	2	\$ 2,500			
Fencing repair for baseball fields	2	\$ 3,000			
Friday Game Night Massey	2		\$ 300		
Administrative Assistant - allocated	2		\$ 4,290		
(a) Admin Truck purchase	2	\$ 4,500	\$ 85		
Fund Equipment Replacement Reserve Fund	2				
(b) Skid Steer attachment - allocated	2	\$ 2,500			
Portable Sound System	1	\$ 900			
(e) Smart Gov - allocated	1	\$ 4,046	\$ 1,125		
(g) Upgrade Mobile 311 to Asset Essentials	1	\$ 1,514	\$ 531		
CEMETERY FUND				\$ 455,921	
Cemetery expansion	5	\$ 300,000			
Niche structure expansion	3	\$ 135,700			
(c) Dump Truck Purchase - Transfer to Street Dept. - allocated	2	\$ 25,000			
Administrative Assistant - allocated	2		\$ 5,720		
(a) Admin Truck purchase	2	\$ 4,500	\$ 85		
(e) Smart Gov - allocated	1	\$ 4,046	\$ 125		
(g) Upgrade Mobile 311 to Asset Essentials	1	\$ 1,514	\$ 531		

City of Marshfield Budget - 2020

<i>REVENUES</i>	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>
General/Administrative	\$ 1,985,721	\$ 1,863,927	\$ 1,960,292	\$ 1,866,255	\$ 1,944,051	\$ 1,963,820
Police	\$ 15,811	\$ 1,400	\$ 16,562	\$ 3,000	\$ 3,050	\$ 13,702
Street	\$ 280,029	\$ 260,956	\$ 287,070	\$ 264,482	\$ 265,798	\$ 272,289
Fire	\$ 167,362	\$ 7,000	\$ 10,360	\$ 7,000	\$ 11,000	\$ 9,364
Building Regulations	\$ 29,024	\$ 22,300	\$ 36,757	\$ 25,200	\$ 25,000	\$ 26,889
Municipal Court	\$ 76,832	\$ 65,000	\$ 113,575	\$ 113,320	\$ 121,014	\$ 161,602
Animal Control	\$ 2,304	\$ 1,233	\$ 5,056	\$ 2,300	\$ 4,100	\$ 4,386
Industrial Park	\$ 99	\$ 50	\$ 85	\$ 85	\$ 146	\$ 150
Cemetery	\$ 161,522	\$ 144,673	\$ 169,318	\$ 148,850	\$ 153,300	\$ 156,157
Combined Parks						\$ 1,086,080
Parks	\$ 100,672	\$ 100,856	\$ 111,314	\$ 103,213	\$ 106,285	
Restricted Parks	\$ 745,111	\$ 785,522	\$ 751,785	\$ 885,824	\$ 994,657	
Transportation Fund	\$ 731,904	\$ 684,722	\$ 711,073	\$ 689,208	\$ 714,014	\$ 741,122
G.O. Bond Debt Service	\$ 309,839	\$ 329,009	\$ 357,553	\$ 336,042	\$ 341,905	\$ 417,000
Water Rev Bond Debt Service	\$ 274,254	\$ 272,100	\$ 282,272	\$ 272,100	\$ 272,207	\$ 315,500
WWTP	\$ 922,627	\$ 888,000	\$ 966,389	\$ 910,500	\$ 921,453	\$ 936,155
WWTP Capacity Fees	\$ 10,726	\$ 10,000	\$ 19,971	\$ 10,000	\$ 10,000	\$ 10,000
Combined Water & WWTP CIP				\$ 728,750	\$ 499,719	\$ 728,500
WWTP CIP	\$ 302,380	\$ 806,100	\$ 816,469	\$ -	\$ -	\$ -
Water CIP	\$ 182,899	\$ 181,500	\$ 170,676	\$ -	\$ -	\$ -
Water	\$ 916,043	\$ 891,929	\$ 1,001,267	\$ 917,800	\$ 925,612	\$ 929,392
Water Capacity Fees	\$ 5,848	\$ 6,000	\$ 11,986	\$ 7,000	\$ 7,000	\$ 7,000
TOTAL	\$ 7,221,007	\$ 7,322,279	\$ 7,799,829	\$ 7,290,929	\$ 7,320,312	\$ 7,779,107

<i>EXPENDITURES</i>	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>
General/Administrative	\$ 533,655	\$ 439,203	\$ 376,288	\$ 376,353	\$ 357,519	\$ 367,905
Police	\$ 809,830	\$ 980,923	\$ 946,554	\$ 1,077,285	\$ 1,013,976	\$ 1,087,530
Street	\$ 368,816	\$ 592,950	\$ 511,307	\$ 602,696	\$ 547,007	\$ 463,305
Fire	\$ 206,779	\$ 241,016	\$ 229,950	\$ 242,840	\$ 231,643	\$ 255,734
Building Regulations	\$ 62,891	\$ 90,933	\$ 69,892	\$ 95,020	\$ 130,869	\$ 134,517
Municipal Court	\$ 59,622	\$ 56,682	\$ 52,331	\$ 63,398	\$ 69,871	\$ 79,642
Animal Control	\$ 28,851	\$ 32,936	\$ 31,658	\$ 43,503	\$ 37,085	\$ 45,964
Industrial Park	\$ 5,969	\$ 1,500	\$ -	\$ -	\$ -	\$ -
Cemetery	\$ 88,761	\$ 107,790	\$ 96,173	\$ 125,729	\$ 117,936	\$ 134,166
Combined Parks						\$ 1,027,445
Parks	\$ 153,072	\$ 179,879	\$ 163,305	\$ 192,588	\$ 183,589	
Restricted Parks	\$ 318,624	\$ 1,202,366	\$ 643,865	\$ 974,445	\$ 1,062,097	
Transportation Fund	\$ 766,625	\$ 648,930	\$ 372,383	\$ 705,471	\$ 592,519	\$ 483,162
G.O. Bond Debt Service	\$ 161,450	\$ 362,824	\$ 339,705	\$ 523,990	\$ 523,323	\$ 442,960
Water Rev Bond Debt Service	\$ 250,362	\$ 249,324	\$ 248,996	\$ 247,167	\$ 245,366	\$ 306,752
WWTP	\$ 741,067	\$ 887,040	\$ 800,349	\$ 922,149	\$ 815,804	\$ 915,235
WWTP Capacity Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Combined Water & WWTP CIP				\$ 928,304	\$ 788,399	\$ 978,145
WWTP CIP	\$ 113,656	\$ 800,969	\$ 384,686	\$ -	\$ -	\$ -
Water CIP	\$ 211,369	\$ 510,398	\$ 292,711	\$ -	\$ -	\$ -
Water	\$ 827,311	\$ 946,197	\$ 850,060	\$ 948,482	\$ 802,536	\$ 871,291
Water Capacity Fees		\$ -	\$ -	\$ -	\$ -	\$ -
Enhancement Grants	\$ 94,157	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 5,802,867	\$ 8,331,861	\$ 6,410,214	\$ 8,069,417	\$ 7,519,540	\$ 7,593,754

Adopted

11/21/2019

General and Administrative 11-50

	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>	<i>%</i>
Unallocated Cash	\$ 661,934	\$ 384,832	\$ 841,595	\$ 522,308	\$ 782,387	\$ 583,819	
Rent Revenue Money Market Acct.			\$ 44,825	\$ 90,001	\$ 87,001	\$ 133,081	
Cash Flow Reserve						\$ 45,000	
Reserve Fund Cash Balance	\$ 401,870	\$ 401,870	\$ 461,327	\$ 461,327	\$ 471,584	\$ 625,159	
Total Cash Balance December 31	\$ 1,063,804	\$ 786,702	\$ 1,347,747	\$ 1,073,636	\$ 1,340,972	\$ 1,387,059	3.44%

<i>REVENUES</i>	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>	<i>%</i>
4010 Financial Institution Tax	\$ 569		\$ 4,065				
4030 Sales tax	\$ 1,415,226	\$ 1,420,973	\$ 1,489,617	\$ 1,429,379	\$ 1,498,999	\$ 1,521,054	1.47%
4050 Lodging Tax	\$ 25,405	\$ 20,000	\$ 24,169	\$ 23,800	\$ 24,000	\$ 24,000	0.00%
4070 Webster Electric Franchise	\$ 152,832	\$ 155,000	\$ 169,956	\$ 170,000	\$ 170,000	\$ 170,000	0.00%
4080 Telephone Franchise	\$ 121,466	\$ 120,000	\$ 111,742	\$ 105,000	\$ 90,000	\$ 85,000	-5.56%
4090 Natural Gas Franchise	\$ 42,045	\$ 50,000	\$ 62,637	\$ 50,000	\$ 65,000	\$ 65,000	0.00%
4100 Merchant License	\$ 5,107	\$ 5,500	\$ 5,227	\$ 5,200	\$ 5,200	\$ 5,200	0.00%
4110 Cable Franchise	\$ 25,756	\$ 25,000	\$ 24,310	\$ 25,000	\$ 25,000	\$ 25,000	0.00%
4140 Liquor License	\$ 6,008	\$ 6,200	\$ 6,840	\$ 6,200	\$ 6,503	\$ 6,500	-0.05%
4180 Copies Made Sunshine	\$ 2		\$ 185		\$ 292		
4200 Sale of Assets	\$ 149,625						
4230 Interest	\$ 5,918	\$ 5,000	\$ 7,976	\$ 6,500	\$ 12,600	\$ 13,000	3.17%
4270 Sur Tax	\$ 142		\$ 249		\$ 317		
4380 Misc. revenues	\$ 3,079		\$ 4,255		\$ 964		
4385 Misc. Reimbursement							
4390 Insurance Claim Pmt.			\$ 773				
4410 Emp. Insurance Reimb.	\$ 7,038	\$ 10,762					
4540 Webster Capital Credit	\$ 574		\$ 1,254			\$ 914	
4541 Anthem Ins Rebate	\$ 1,934		\$ 2,210			\$ 2,072	
4542 Insurance Claims	\$ 1,347						
4561 Tower Rent	\$ 16,962	\$ 17,279	\$ 17,301	\$ 17,618	\$ 17,618	\$ 17,970	2.00%
4620 Rent	\$ 4,687	\$ 28,214	\$ 27,524	\$ 27,558	\$ 27,558	\$ 28,109	2.00%
Subtotal	\$ 1,985,721	\$ 1,863,927	\$ 1,960,292	\$ 1,866,255	\$ 1,944,051	\$ 1,963,820	1.02%

Surplus (Deficit to Balance)	\$ (125,689)	\$ (277,103)	\$ 164,197	\$ (319,287)	\$ (63,354)	\$ 8	-100.01%
TOTAL	\$ 2,111,410	\$ 2,141,030	\$ 1,960,292	\$ 2,185,542	\$ 2,007,405	\$ 1,963,820	-2.17%

<i>OPERATING EXPENDITURES</i>	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>	<i>%</i>
6010 Wages	\$ 103,837	\$ 112,416	\$ 110,828	\$ 118,770	\$ 116,184	\$ 119,224	2.62%
6011 Payroll Taxes	\$ 8,689	\$ 9,638	\$ 9,586	\$ 10,233	\$ 8,888	\$ 10,498	18.11%
6012 Group Insurance	\$ 22,963	\$ 27,100	\$ 27,169	\$ 28,397	\$ 28,384	\$ 29,879	5.27%
6013 LAGERS	\$ 12,287	\$ 14,277	\$ 14,637	\$ 16,271	\$ 16,385	\$ 17,526	6.96%
6014 Worker's Compensation	\$ 491	\$ 1,546	\$ 1,232	\$ 1,429	\$ 681	\$ 1,028	50.84%
6016 Board Fees	\$ 9,130	\$ 13,575	\$ 13,575	\$ 15,000	\$ 16,938	\$ 18,000	6.27%
6019 Florist	\$ 74	\$ 200	\$ 247	\$ 250	\$ 250	\$ 250	0.00%
6020 Auto Expense	\$ 1,011	\$ 400	\$ 167	\$ 400	\$ 400	\$ 400	0.00%
6021 Gas and Oil	\$ 549	\$ 1,300	\$ 1,289	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
6022 Equipment Maintenance							
6023 Computer Maintenance	\$ 2,462	\$ 6,500	\$ 4,828	\$ 7,000	\$ 5,500	\$ 6,000	9.09%
6025 Maintenance		\$ 1,000	\$ 824	\$ 1,000	\$ 800	\$ 800	0.00%
6027 Radio Expense							
6028 Building Maintenance	\$ 2,018	\$ 2,000	\$ 2,341	\$ 2,000	\$ 2,000	\$ 2,000	0.00%
6030 Legal	\$ 15,061	\$ 20,000	\$ 9,968	\$ 20,000	\$ 11,000	\$ 11,000	0.00%
6031 Engineering							
6032 Insurance	\$ 10,309	\$ 11,131	\$ 11,181	\$ 10,211	\$ 10,225	\$ 10,926	6.86%
6033 Postage	\$ 725	\$ 400	\$ 987	\$ 1,200	\$ 1,000	\$ 1,000	0.00%
6034 Custodian Fee		\$ 5,000		\$ 5,000			
6038 Postage Machine	\$ 330	\$ 600	\$ 542	\$ 720	\$ 300	\$ 300	0.00%
6040 Office Supplies	\$ 4,532	\$ 5,500	\$ 4,276	\$ 5,000	\$ 4,800	\$ 5,000	4.17%
6045 General Supplies	\$ 5,262	\$ 4,500	\$ 4,982	\$ 4,500	\$ 4,500	\$ 4,500	0.00%
6050 Utilities - City Hall	\$ 4,371	\$ 6,000	\$ 5,520	\$ 6,000	\$ 5,600	\$ 5,600	0.00%
6051 Telephone	\$ 6,577	\$ 6,500	\$ 8,238	\$ 8,450	\$ 8,448	\$ 8,500	0.62%
6056 Chamber of Commerce							
6057 Mapping							
6060 Grounds Maintenance	\$ 1,846	\$ 2,000	\$ 1,860	\$ 2,400	\$ 2,238	\$ 2,400	7.25%
6062 Capital Exp. Maint.							
6068 Landscaping	\$ 64,577		\$ 33				
6069 Uniform			\$ 115				

6070	Meetings & Lodging	\$ 7,239	\$ 7,500	\$ 5,801	\$ 7,500	\$ 7,000	\$ 8,400	20.00%
6071	Dues	\$ 11,945	\$ 12,250	\$ 9,392	\$ 12,000	\$ 12,000	\$ 12,000	0.00%
6072	Trash	\$ 792	\$ 400	\$ 344	\$ 400	\$ 400	\$ 400	0.00%
6073	Publications	\$ 1,726	\$ 2,000	\$ 1,305	\$ 2,000	\$ 1,700	\$ 1,700	0.00%
6075	Training and Safety	\$ 2,489	\$ 3,500	\$ 1,553	\$ 4,600	\$ 4,600	\$ 1,500	-67.39%
6076	Unemployment			\$ 65		\$ 200		-100.00%
6079	Miscellaneous	\$ 146	\$ 100	\$ 566	\$ 100	\$ 100	\$ 100	0.00%
6086	Election Expense	\$ 1,718	\$ 3,000	\$ 1,051	\$ 2,500	\$ 2,351	\$ 2,500	6.35%
6094	Beautification-City Clean-up	\$ 3,910	\$ 4,000	\$ 5,831	\$ 6,000	\$ 5,223	\$ 5,800	11.05%
6111	Payroll Tax Penalty							
6124	COBRA Insurance Pmt.	\$ 8,071	\$ 10,762	\$ -				
631	Software Support	\$ 3,269	\$ 3,300	\$ 3,463	\$ 3,861	\$ 3,300	\$ 3,618	9.64%
6301	Professional Services		\$ 16,500	\$ 2,537	\$ 16,667	\$ 16,691	\$ 20,000	19.82%
6302	Accounting	\$ 2,915	\$ 4,221	\$ 3,360	\$ 4,281	\$ 3,420	\$ 4,395	28.51%
6303	Lodging Tax Remit	\$ 25,405	\$ 20,000	\$ 24,169	\$ 23,800	\$ 24,000	\$ 24,000	0.00%
6501	Building Security Fee	\$ 516	\$ 600	\$ 516	\$ 600	\$ 516	\$ 600	16.28%
6502	Propane	\$ 3,430	\$ 2,000	\$ 2,401	\$ 3,500	\$ 3,500	\$ 3,500	0.00%
6511	Security	\$ 262	\$ 617					
6611	Capital Expenditure			\$ 366		\$ 435		
6620	Capital Lease Payments							
6621	Capital Exp. Purchase							
6626	Equipment Lease Purchase							
6628	Closing and Appraisal Fees							
6629	Safe Room Maintenance	\$ 3,080	\$ 3,500	\$ 3,384	\$ 3,250	\$ 3,500	\$ 3,500	0.00%
6630	New City Hall Remodel	\$ 2,950				\$ 3,000		
6803	Marketing							
6805	Planning	\$ 3,183	\$ 50,142	\$ 39,911				
6939	Tree City	\$ 6,758	\$ 13,266	\$ 6,689	\$ 13,266	\$ 13,266	\$ 13,266	0.00%
6940	Fire District Payment	\$ 3,223	\$ 1,589	\$ 1,589	\$ -			
	Subtotal	\$ 370,126	\$ 410,830	\$ 348,716	\$ 370,056	\$ 351,222	\$ 361,609	2.96%

	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
CAPITAL EXPENDITURES							
6611	Heating & cooling system		\$ -				
6611	Purchase New City Hall	\$ 155,617	\$ -				
6611	Network Server		\$ 2,220	\$ 1,320			
6620	Capital Lease Payment	\$ 3,715					
6626	Lease/purchase vehicle	\$ 4,198	\$ 6,297	\$ 6,297	\$ 6,297	\$ 6,297	
6630	New City Hall Remodel		\$ 19,856	\$ 19,956			
	Subtotal	\$ 163,529	\$ 28,373	\$ 27,572	\$ 6,297	\$ 6,297	

TOTAL EXPENDITURES	\$ 533,655	\$ 439,203	\$ 376,288	\$ 376,353	\$ 357,519	\$ 367,905	2.91%
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Transfers (In) / Out							
Transfer to Police	\$ 794,019	\$ 979,523	\$ 929,992	\$ 1,074,285	\$ 1,010,926	\$ 1,073,829	6.22%
Transfer to Street	\$ 88,786	\$ 332,734	\$ 224,677	\$ 390,714	\$ 281,209	\$ 191,016	-32.07%
Transfer to Fire	\$ 212,665	\$ 234,756	\$ 220,030	\$ 265,840	\$ 242,537	\$ 246,370	1.58%
Transfer to Building Reg.	\$ 33,868	\$ 69,373	\$ 33,575	\$ 69,820	\$ 105,869	\$ 107,628	1.66%
Transfer to (From) Court	\$ (17,210)	\$ (8,318)	\$ (61,244)	\$ (49,922)	\$ (51,143)	\$ (81,960)	60.26%
Transfer to Animal Control	\$ 26,547	\$ 31,704	\$ 26,603	\$ 41,203	\$ 32,985	\$ 41,578	26.05%
Transfer to Park Fund	\$ 55,397	\$ 109,393	\$ 84,695	\$ 91,875	\$ 77,304	\$ 66,041	-14.57%
Transfer for Enh. Grant I	\$ 94,157	\$ -	\$ -				
Transfer for Enh. Grant II	\$ 67,625	\$ -	\$ -				
Encumbered Tower Rent Revenue		\$ 17,279	\$ 17,301	\$ 17,618	\$ 14,618	\$ 17,970	22.93%
Encumbered New City Hall Space Rent		\$ 28,214	\$ 27,524	\$ 27,558	\$ 27,558	\$ 28,109	2.00%
Transfer to Reserve Fund	\$ 309,819		\$ 57,842				
Transfer from Water PILOT	\$ (49,532)	\$ (52,330)	\$ (55,268)	\$ (53,300)	\$ (51,599)	\$ (52,875)	2.47%
Transfer from WWTP PILOT	\$ (38,387)	\$ (40,500)	\$ (43,075)	\$ (41,500)	\$ (40,378)	\$ (41,800)	3.52%
Transfer in from Cemetery Fund for Dump Truck Allocation				\$ (25,000)			
Transfer in from 1999A Bonds Reserves General Fund CD			\$ (42,845)				
Total Transfers from GF	\$ 1,577,755	\$ 1,701,827	\$ 1,419,806	\$ 1,809,189	\$ 1,649,886	\$ 1,595,907	-3.27%

TOTAL	\$ 2,111,410	\$ 2,141,030	\$ 1,796,094	\$ 2,185,542	\$ 2,007,405	\$ 1,963,812	-2.17%
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Adopted
11/21/2019

General & Administrative

Line Item	Line Item Description	Priority	Request Detail	2020 Proposed Budget Amount
4010	Financial Institution Tax		Tax levied on banks, trust companies, credit institutions, savings & loans.	
4030	Sales tax		1% sales tax received monthly from the State under Statute 94.500 - 94.550. Based on the Finance Committee's recommendation, 2020 Budgeted sales tax included a 2% increase over July 2018 thru June 2019 collections.	\$ 1,521,054
4050	Lodging Tax		A pass through tax, once tax is received it is then remitted to the Chamber of Commerce. City Code Section 140.130	\$ 24,000
4070	Webster Electric Franchise		3% of aggregate sum received.	\$ 170,000
4080	Telephone Franchise		5% of gross receipts.	\$ 85,000
4090	Natural Gas Franchise		5% of gross receipts remitted quarterly.	\$ 65,000
4100	Merchant License		\$18.00 per business annually.	\$ 5,200
4110	Cable Franchise		5% of gross receipts, remitted quarterly.	\$ 25,000
4140	Liquor License		Based on categories and subcategories of liquor sales. Annual renewal that expires on June 30th.	\$ 6,500
4200	Sale of Assets		The sale of any assets and surplus property	
4230	Interest		Interest earned on cash balance in bank account for general, street debit card, and Money Market account.	\$ 13,000
4270	Sur Tax		Sur tax is allocated the same as property taxes. However, the interest portion that is remitted is allocated to this account.	
4380	Misc. revenues		Reimbursements, refunds, etc.	
4385	Misc. Reimbursement			
4390	Insurance Claim Pynt		Revenue collected due to an insurance claim, less deductible.	
4410	EMP Insurance Reimb		Employees' reimbursement for COBRA payments.	
4540	Webster Capital Credit		Once a year Webster Electric Cooperative distributes the amount of money that is left over after all expenses have been paid in the form of capital credits on a 20 year payment cycle. Based on the Finance Committee's recommendations, the Webster Electric Capital Credits is budgeted for 2020 based on an average of the last two years.	\$ 914
4541	Anthem Ins Rebate		A result of the medical loss ratio (MLR), which is part of the Affordable Care Act (ACA) MLR is that a certain percentage of premium dollars must be used for medical claims and programs that improve the quality of health care and not for administrative expenses. Based on the Finance Committee's recommendations, the Anthem Health Insurance Rebate is budgeted for 2020 based on the average of the last two years.	\$ 2,072
4542	Insurance Claims		Revenue collected due to an insurance claim, less deductible.	
4561	Tower Rent		Includes 2% annual increase	\$ 17,970
4620	Rent		Rent revenue from Seymour Bank in New City Hall	\$ 28,109
			Total Revenues	\$ 1,963,819
6010	Wages			\$ 119,224
	Wages	2	Administrative Assistant allocated across departments and funds.	\$ 11,200
6011	Payroll Taxes			\$ 10,498
	Payroll Taxes	2	Administrative Assistant allocated across departments and funds.	\$ 857
6012	Group Insurance			\$ 29,879
	Group Insurance	2	Administrative Assistant allocated across departments and funds.	\$ 6,294
6013	LAGERS			\$ 17,526
	LAGERS	2	Administrative Assistant allocated across departments and funds.	\$ 1,646
6014	Worker's Compensation			\$ 1,028
	Worker's Compensation	2	Administrative Assistant allocated across departments and funds.	\$ 22
6016	Board Fees	1	Fees paid to the Mayor and Aldermen on a quarterly basis.	\$ 18,000
6019	Florist	1	Used to send sympathy flowers for city employees, Board of Alderman or Mayor when applicable.	\$ 250
6020	Auto Expense	1	General & administrative vehicle expense.	\$ 400
6021	Gas and Oil	1	For general & administrative vehicles.	\$ 1,500
6022	Equipment Maintenance	1		
6023	Computer Maintenance	1	Any and all computer issues, updating, connecting, server issues, etc., much of the computer maintenance is allocated among the General, Water and Sewer, another small portion is allocated across other departments when appropriate.	\$ 6,000
6025	Maintenance	1	Miscellaneous maintenance, tools, hardware.	\$ 800
6028	Building Maintenance	1	Pest control, office keys, paint, repairs, upgrades, and HVAC repairs	\$ 2,000
6030	Legal	1	City Attorney fees for council and variety of issues from personnel, State statutes, City ordinances, and attending Board meetings.	\$ 11,000
6031	Engineering			
6032	Insurance	1	Property and liability insurance. This number includes a 10% from last year's actuals until the amount is known.	\$ 10,926
		2	Insure new vehicle, allocated	\$ 170
6033	Postage	1	A portion of the postage permit and postage.	\$ 1,000
6034	Custodian Fee	2	To pay for custodial services in City Hall.	\$ 5,000
6038	Postage Machine	1	The lease amount for the postage machine, split with Water and WWTP.	\$ 300
6040	Office Supplies	1	Copy paper, pens, paper, toner, envelopes, address labels, printer ink, binders, staples, etc.	\$ 5,000
6045	General Supplies	1	Included in this line is the service charge that is assessed by the company providing uniforms as well as the air fresheners, floor mats and hand soap for City Hall. A portion of the copier rent is allocated to this line as well as other supplies for City Hall.	\$ 4,500
6050	Utilities - City Hall	1	Electricity to run and operate City Hall	\$ 5,600

6051	Telephone	1	Includes City Hall's land lines, and allocations of cell phone and internet. Also includes phone rental & PBX.	\$ 8,500
6057	Mapping			
6060	Grounds Maintenance	1	Contract mowing of City properties, general fund allocation.	\$ 2,400
6070	Meetings & Lodging	1	Funds for training for employees and BOA members, and for Missouri City Clerks and Financial Officers Meetings, along with MML meetings. Included in this year's amount is the National GFOA Conference in New Orleans, May 17th thru 20th.	\$ 8,400
6071	Dues	1	Springfield Regional Economic Partnership(SREP), added \$1,250 for additional track, Missouri Municipal League(MML), Marshfield Chamber of Commerce membership, SMOG, Rotary, GFOA, ICMA membership and dues.	\$ 12,000
6072	Trash	1	Trash pick up and shredding services	\$ 400
6073	Publications	1	Publish public hearings, financial statements, employment advertisements, election notices, and bids in the newspaper.	\$ 1,700
6075	Safety and Training	1	Annual inspection of fire extinguishers and training meetings.	\$ 1,500
6076	Unemployment	1	Used to pay unemployment on past employees	
6079	Miscellaneous			\$ 100
6086	Election Expense	1	City's portion of election expenses	\$ 2,500
6094	Beautification-City Clean-up	1	Spring Clean Up for the removal of Trash	\$ 5,800
6111	Payroll Tax Penalty	1	When payroll tax is not submitted in a timely manner or correctly, a fee is assessed	
6124	COBRA Insure Pymt	1	This account is used when a previous employee wishes to utilize COBRA health insurance, Line 11-50-4410 is used when depositing employee's reimbursement for the premium	
6231	Software Support	1	Software license and support expenses including: Data Technologies, Domain name renewal, and Wufoo.com for online forms.	\$ 3,618
6301	Professional Services	1	Cost share Economic Development position to be allocated to General, Water, WWTP, Transportation, Restricted Parks and Cemetery Funds.	\$ 20,000
6301	Professional Services	2	New Website design, cost shared with WWTP, Water, General and Parks.	\$ 5,000
6302	Accounting	1	Annual Independent Auditor's fee, which includes preparation for submitting the CAFR and if required a Single Audit for expending more than \$750,000 in federal funds. Also included in this line is the CAFR submission fee.	\$ 4,395
6303	Lodging Tax Remit	1	Used when submitting lodging tax to Chamber of Commerce. This tax is a pass through, we collect it and then remit it to the Chamber of Commerce	\$ 24,000
6501	Building Security Fee	1	Annual City Hall security monitoring fee.	\$ 600
6502	Propane	1	Propane for City Hall	\$ 3,500
6511	Security	1	Repairs needed for security system	
6611	Capital Expenditure	2	New Truck \$45,000 purchase We currently have 1 extended cab pick up that we can use to move the inmates from job to job while hauling tools and materials. We do have the van that we purchased which works out excellent, however we break the inmates up into different work groups when we get them back to town and they are very rarely all together, but often times we have to take multiple trucks so that they can take the tools and fuel with and not trash the van. This purchase would move an extended cab into the work fleet so that they can haul multiple people for more efficient mobility. New vehicle would be used by Deputy City Administrator and could be allocated out over multiple Departments.	\$ 9,000
6620	Capital Lease Payments	1		
6621	Capital Exp. Purchase			
6626	Equipment Lease	1	Lease to purchase vehicle for City Administrator	\$ 6,297
6626	Equipment Lease Purchase	2		
6629	Safe Room Maintenance	1	Funds the maintenance and electric, generator services, backflow inspections and all other expenditures needed for the safe room.	\$ 3,500
6805	Planning			
6939	Tree City	1	To qualify for the Tree City USA certification, the City must have a tree board, an Arbor Day observance and proclamation, and a tree-care ordinance. The City must also budget at least \$2 per capita	\$ 13,266
6940	Fire District Payment			
			Total Expenditures	\$ 407,097
	Transfers (In) / Out			
	Transfer to Animal Control			\$ 41,578
	Transfer to Court			\$ (81,960)
	Transfer to Fire			\$ 246,370
	Transfer to Street			\$ 191,016
	Transfer to Inspector			\$ 107,628
	Transfer to Park Fund			\$ 66,041
	Transfer to Police			\$ 1,073,829
	Encumbered Rent Revenues			\$ 46,079
	Transfer in from Water PILOT			\$ (52,875)
	Transfer in from WWTP PILOT			\$ (41,800)
	Transfer to Reserve Fund			
			Total Transfers from General Fund	\$ 1,595,906
			Total Expenditures and Transfers	\$ 2,003,003
			Net	\$ (39,184)

General and Administrative 2020 Budget

	<u>2019 Budget</u>	<u>Priority 1</u>	<u>Priority 2</u>	<u>Priority 3</u>	<u>Total</u>	<u>2020 Proposed Budget</u>
Wages	\$ 118,770	\$ 119,224	\$ 11,200		\$ 130,424	\$ 119,224
Payroll Taxes	\$ 10,233	\$ 10,498	\$ 857		\$ 11,355	\$ 10,498
Group Insurance	\$ 28,397	\$ 29,879	\$ 6,294		\$ 36,173	\$ 29,879
LAGERS	\$ 16,271	\$ 17,526	\$ 1,646		\$ 19,172	\$ 17,526
Worker's Compensation	\$ 1,429	\$ 1,028	\$ 22		\$ 1,050	\$ 1,028
Board Fees	\$ 15,000	\$ 18,000			\$ 18,000	\$ 18,000
Florist	\$ 250	\$ 250			\$ 250	\$ 250
Auto Expense	\$ 400	\$ 400			\$ 400	\$ 400
Gas and Oil	\$ 1,500	\$ 1,500			\$ 1,500	\$ 1,500
Equipment Maintenance					\$ -	\$ -
Computer Maintenance	\$ 7,000	\$ 6,000			\$ 6,000	\$ 6,000
Maintenance	\$ 1,000	\$ 800			\$ 800	\$ 800
Radio Expense					\$ -	\$ -
Building Maintenance	\$ 2,000	\$ 2,000			\$ 2,000	\$ 2,000
Legal	\$ 20,000	\$ 11,000			\$ 11,000	\$ 11,000
Engineering					\$ -	\$ -
Insurance	\$ 10,211	\$ 10,926	\$ 170		\$ 11,096	\$ 10,926
Postage	\$ 1,200	\$ 1,000			\$ 1,000	\$ 1,000
Custodian Fee	\$ 5,000		\$ 5,000		\$ 5,000	\$ -
Postage Machine	\$ 720	\$ 300			\$ 300	\$ 300
Office Supplies	\$ 5,000	\$ 5,000			\$ 5,000	\$ 5,000
General Supplies	\$ 4,500	\$ 4,500			\$ 4,500	\$ 4,500
Utilities - City Hall	\$ 6,000	\$ 5,600			\$ 5,600	\$ 5,600
Telephone	\$ 8,450	\$ 8,500			\$ 8,500	\$ 8,500
Grounds Maintenance	\$ 2,400	\$ 2,400			\$ 2,400	\$ 2,400
Capital Exp. Maint.					\$ -	\$ -
Landscaping					\$ -	\$ -
Meetings & Lodging	\$ 7,500	\$ 8,400			\$ 8,400	\$ 8,400
Dues	\$ 12,000	\$ 12,000			\$ 12,000	\$ 12,000
Trash	\$ 400	\$ 400			\$ 400	\$ 400
Publications	\$ 2,000	\$ 1,700			\$ 1,700	\$ 1,700
Safety and Training	\$ 4,600	\$ 1,500			\$ 1,500	\$ 1,500
Unemployment					\$ -	\$ -
Miscellaneous	\$ 100	\$ 100			\$ 100	\$ 100
Election Expense	\$ 2,500	\$ 2,500			\$ 2,500	\$ 2,500
Beautification	\$ 6,000	\$ 5,800			\$ 5,800	\$ 5,800
Payroll Tax Penalty					\$ -	\$ -
COBRA Insurance Pmt.					\$ -	\$ -
Software Support	\$ 3,861	\$ 3,618			\$ 3,618	\$ 3,618
Software Purchase					\$ -	\$ -
Professional Services	\$ 16,667	\$ 20,000	\$ 5,000		\$ 25,000	\$ 20,000
Accounting	\$ 4,281	\$ 4,395			\$ 4,395	\$ 4,395
Lodging Tax Remit	\$ 23,800	\$ 24,000			\$ 24,000	\$ 24,000
Building Security Fee	\$ 600	\$ 600			\$ 600	\$ 600
Propane	\$ 3,500	\$ 3,500			\$ 3,500	\$ 3,500
Security					\$ -	\$ -
Capital Expenditure					\$ -	\$ -
Capital Lease Payments	\$ 6,297	\$ 6,297	\$ 9,000		\$ 15,297	\$ 6,297
Capital Exp. Purchase					\$ -	\$ -
Equipment Lease Purchase					\$ -	\$ -
Safe Room Maintenance	\$ 3,250	\$ 3,500			\$ 3,500	\$ 3,500
New City Hall Remodel					\$ -	\$ -
Planning					\$ -	\$ -
Free City	\$ 13,266	\$ 13,266			\$ 13,266	\$ 13,266
Fire District Payment					\$ -	\$ -
	\$ 376,353	\$ 367,907	\$ 39,190	\$ -	\$ 407,097	\$ 367,907

Police Department 11-70

REVENUES		Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
4150	Post - LET	\$ 2,301	\$ 1,400	\$ 3,129	\$ 3,000	\$ 3,050	\$ 3,568	16.98%
4180	Copies of PD Reports	\$ 400		\$ 260				
4200	Sale of Assets							
4380	Misc. Revenues	\$ 3,000		\$ 2,500				
4390	Insurance Claim Pmts.			\$ 516				
4410	Emp Insurance Reimb							
4540	Webster Elec Capital Credit							
4541	Anthem Ins rebate	\$ 10,110		\$ 10,157			\$ 10,134	
4545	Damaged Prop Collected							
	Sub Total	\$ 15,811	\$ 1,400	\$ 16,562	\$ 3,000	\$ 3,050	\$ 13,702	349.23%

Surplus (Deficit) to balance	\$ (794,019)	\$ (979,523)	\$ (929,992)	\$ (1,074,285)	\$ (1,010,926)	\$ (1,073,829)	-0.04%
TOTAL	\$ 809,830	\$ 980,923	\$ 946,554	\$ 1,077,285	\$ 1,013,976	\$ 1,087,530	0.95%

OPERATING EXPENDITURES		Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
6010	Wages		\$ 475,041		\$ 519,669		\$ 536,247	
	Wages - Admin	\$ 443,320	\$ 38,642	\$ 511,505	\$ 39,700	\$ 553,851	\$ 40,498	4.13%
6018	Wages P/T	\$ -	\$ -					
6011	Payroll Taxes		\$ 36,341		\$ 39,755		\$ 41,023	
	Payroll Taxes - Admin	\$ 33,163	\$ 2,956	\$ 38,119	\$ 3,037	\$ 42,370	\$ 3,098	4.13%
6012	Group Insurance		\$ 159,313		\$ 173,618		\$ 165,884	
	Group Ins. - Admin	\$ 116,613	\$ 16,923	\$ 151,021	\$ 17,746	\$ 147,011	\$ 18,697	25.56%
6013	LAGERS		\$ 78,382		\$ 90,942		\$ 99,206	
	LAGERS - Admin	\$ 62,528	\$ 4,908	\$ 76,118	\$ 5,439	\$ 87,112	\$ 5,953	20.72%
6014	Work Comp		\$ 21,928		\$ 20,660		\$ 21,261	
	Work Comp - Admin	\$ 14,745	\$ 97	\$ 14,791	\$ 83	\$ 15,416	\$ 80	38.43%
6020	Auto Expense	\$ 12,460	\$ 12,000	\$ 10,761	\$ 12,000	\$ 12,000	\$ 12,000	0.00%
6021	Gas and Oil	\$ 19,969	\$ 22,500	\$ 25,244	\$ 22,500	\$ 24,500	\$ 22,500	-8.16%
6023	Computer Maintenance	\$ 3,240	\$ 1,008	\$ 4,411	\$ 2,300	\$ 2,300	\$ 4,000	73.91%
6025	Maintenance							#DIV/0!
6026	Radar Maintenance	\$ 225	\$ 700	\$ 1,424	\$ 700	\$ 700	\$ 700	0.00%
6027	Radio Expense		\$ 825	\$ 1,344	\$ 825	\$ 2,000	\$ 825	-58.75%
6028	Building Maintenance	\$ 283	\$ 300	\$ 1,186	\$ 300	\$ 550	\$ 300	-45.45%
6030	Legal	\$ 350	\$ 1,008	\$ 753	\$ 1,008	\$ 1,008	\$ 1,000	-0.79%
6032	Insurance	\$ 21,611	\$ 23,840	\$ 22,758	\$ 27,320	\$ 26,564	\$ 29,014	9.22%
6033	Postage	\$ 162	\$ 396	\$ 365	\$ 396	\$ 296	\$ 400	35.14%
6034	Custodian Fee							
6040	Office Supplies	\$ 2,189	\$ 1,956	\$ 1,991	\$ 1,956	\$ 3,351	\$ 2,300	-31.36%
6044	Firearms and Training	\$ 8,629	\$ 7,700	\$ 7,551	\$ 8,000	\$ 8,300	\$ 8,000	-3.61%
6045	Supplies	\$ 3,698	\$ 3,000	\$ 4,045	\$ 3,000	\$ 3,000	\$ 3,000	0.00%
6046	Uniforms	\$ 4,838	\$ 6,009	\$ 11,224	\$ 6,009	\$ 8,300	\$ 6,500	-21.69%
6050	Utilities	\$ 2,152	\$ 1,908	\$ 1,879	\$ 1,908	\$ 1,908	\$ 1,900	-0.42%
6051	Telephone	\$ 5,187	\$ 5,256	\$ 5,444	\$ 5,256	\$ 5,256	\$ 5,600	6.54%
6062	Capital Exp. Maint.							
6070	Meeting and Lodging	\$ 26	\$ 150	\$ 24	\$ 150	\$ 150	\$ 150	0.00%
6071	Dues and Subscriptions	\$ 254	\$ 250	\$ 193	\$ 250	\$ 250	\$ 250	0.00%
6072	Trash	\$ 318	\$ 528	\$ 278	\$ 528	\$ 528	\$ 530	0.38%
6073	Publications	\$ 359	\$ 1,000	\$ 384	\$ 1,000	\$ 600	\$ 500	-16.67%
6075	Training and Safety	\$ 15,105	\$ 9,680	\$ 11,676	\$ 9,680	\$ 9,680	\$ 9,680	0.00%
6076	Unemployment							
6079	Miscellaneous	\$ 2,544		\$ 2,500			\$ 600	
6085	MOCIC	\$ 100	\$ 150	\$ 100	\$ 150	\$ 150	\$ 150	0.00%
6231	Software Support	\$ 5,220	\$ 5,220	\$ 5,397	\$ 5,554	\$ 5,612	\$ 6,018	7.23%
	Law Enforcement Software							
6261	Car Camera Maintenance	\$ 65	\$ 900		\$ 900	\$ 400	\$ 500	25.00%
6302	Accounting	\$ 194	\$ 281	\$ 224	\$ 285	\$ 285	\$ 293	2.81%
6323	WC Injury City Paid			\$ 156				
6441	Investigations							
6502	Propane	\$ 1,765	\$ 2,110	\$ 2,134	\$ 2,110	\$ 2,110	\$ 2,110	0.00%
6511	Security	\$ 378	\$ 2,765		\$ 504	\$ 504	\$ 504	0.00%
6611	Capital Expenditure Purchase			\$ 366				
6621	Capital Exp Equip Purchase							
6626	Equipment Lease							
6714	Crime Lab Pledge	\$ 1,222	\$ 1,222	\$ 1,222	\$ 1,222	\$ 1,222	\$ 1,222	0.00%
	911 Warrant Processing							
6971	Criminal Records Check							
	Subtotal	\$ 782,912	\$ 947,193	\$ 916,586	\$ 1,026,460	\$ 967,284	\$ 1,052,493	8.81%

<i>CAPITAL EXPENDITURES</i>								
611	Network Server		\$ 1,480	\$ 880				
621	Car equipment & installation	\$ 16,620	\$ 7,500	\$ 7,295	\$ 15,000	\$ 14,437		-100.00%
626	Lease/purchase payments 2017	\$ 10,298	\$ 11,500	\$ 11,495	\$ 11,500	\$ 11,495	\$ 11,495	0.00%
626	Remaining lease payment							
626	Lease /purchase vehicle 2018		\$ 5,750	\$ 4,286	\$ 6,429	\$ 6,429	\$ 6,429	0.00%
626	Lease/purchase payments 2019							
626	Lease /purchase (2) vehicles 2019				\$ 15,196	\$ 13,136	\$ 15,763	20.00%
621	Radar equipment		\$ 3,600	\$ 3,534				
621	Tasers		\$ 3,900	\$ 2,478	\$ 2,700	\$ 1,194	\$ 1,350	13.07%
	Subtotal	\$ 26,918	\$ 33,730	\$ 29,968	\$ 50,825	\$ 46,691	\$ 35,037	-24.96%
TOTAL EXPENDITURES		\$ 809,830	\$ 980,923	\$ 946,554	\$ 1,077,285	\$ 1,013,976	\$ 1,087,530	7.25%

Adopted
11/21/2019

Police				2020 Projected Budget
Line Item	Line Item Description	Priority	Request Detail	
4150	Post - LET		A portion of Municipal Court fines that is specifically for law enforcement training. Increased using the average of July, August and September 2019.	\$ 3,568
4180	Copies of PD Reports			
4200	Sale of Assets			
4380	Misc. Revenues			
4390	Insurance Claim Pymts			
4400	Ins Claim Checks			
4410	Emp Insurance Reimb			
4540	Webster Elec Capital Credit			
4541	Anthem Ins rebate		A result of the medical loss ratio (MLR), which is part of the Affordable Care Act (ACA). MLR is that a certain percentage of premium dollars must be used for medical claims and programs that improve the quality of health care and not for administrative expenses. Based on the Finance Committee's recommendations, the Anthem Health Insurance Rebate is budgeted for 2020 based on the average of the last two years.	\$ 10,134
4545	Damaged Prop Collected			
			Total Revenues	\$ 13,702
6010	Wages	1	Wages for 12 full-time officers.	\$ 536,247
	Wages - Admin	1		\$ 40,498
6018	Wages P/T			
6011	Payroll Taxes	1		\$ 41,023
	Payroll Taxes - Admin	1		\$ 3,098
6012	Group Insurance	1		\$ 165,884
	Group Ins - Admin	1		\$ 18,697
6013	LAGERS	1		\$ 99,206
	LAGERS - Admin	1		\$ 5,953
6014	Work Comp	1		\$ 21,261
	Work Comp - Admin	1		\$ 80
6020	Auto Expense	1	This expense includes items such as tires, brakes, engine belts, windshield wipers/fluid, head lights, tail light bulbs, all engine and transmission repairs, all body repair expenses.	\$ 12,000
6021	Gas and Oil	1	Marshfield PD has a vehicle fleet of eight patrol cars. This expense covers all Police Department fuel and all oil changes	\$ 22,500
6023	Computer Maintenance	1	The budget consists of replacing hard drives, DVD/CDS, computer monitor repair/replacements, computer Keyboard replacement, mouse replacement, computer battery back up replacements, replacing surge protectors and computer software support for records management system through ITI. We would like to replace the Detective's computer which is approximately nine years old. Due to how this computer was originally configured it was not properly backing up to the server. While correcting this issue this computer has greatly diminished in its performance along with having hard drive issues.	\$ 4,000
6026	Radar Maintenance	1	Marshfield Police Department has and uses a total of seven radar units. Under current Sate Law, each radar must be certified as accurate every six months. A certified private company comes to the police department and calibrates and certifies each radar unit every six months.	\$ 700
6027	Radio Expense	1	Marshfield Police department has twelve portable radios and eight mobile base units. This provides one base unit per vehicle and one portable radio per officer. This expense provides maintenance for batteries, antennas, all microphones for both portable and base radios, repairs/replace radio repeater parts and replacement of department radios	\$ 825
6028	Building Maintenance	1	This budget line consists of repair/ replacement of building light bulbs, doors, A/C unit, light switches, Toilet repairs, door locks, heater, duck filters, thermostat batteries, fire extinguisher repairs that are done annually	\$ 300
6030	Legal	1	This Expense covers the services rendered for the police department from the city attorney.	\$ 1,000
6032	Insurance	1		\$ 29,014
6032	Insurance	2	New vehicle insurance	
6033	Postage	1	This expense covers sending all legal notices, mailing all accident reports to the Missouri Highway Patrol in Jefferson City, Mailing of all DWI reports to the Department of Revenue, the mailing of any criminal report to a separate agency	\$ 400
6040	Office Supplies	1	This expenses covers all copy paper, toner, paper clips, envelopes, tape, staples, staplers, note pads, 3 ring binders, markers, file folders, banker boxes, business cards, legal envelopes and citation books. This expense has increased due to the additional patrolman and traffic officer.	\$ 2,300
6044	Firearms and Training	1	This expense covers all 9mm caliber ammunition, 223 caliber ammunition, 12 gauge shotgun ammunition, all cleaning supplies for the department owned firearms, eye/ear protection, targets, target backers, target stands, repair/replacement parts for all department owned firearms, instructor certifications for department firearm instructors. We are requesting an additional \$300 due to us having 12 officers that need to qualify each year.	\$ 8,000
6045	Supplies	1	This purchases all paper/plastic evidence bags, evidence tape, sharps containers of various sizes, drug testing kits such as methamphetamine, cocaine, heroin, marijuana. This also purchases all firearm evidence boxes, fingerprint lift cards, finger print lift tape, fingerprint powders, rubber gloves, batteries, police tape, evidence cones,	\$ 3,000
6046	Uniforms	1	This expense covers all police department uniforms for 12 officers (an increase from 11 last year) to include; uniform pants, shirts (both long and short sleeve), uniform jackets, rain coats, collar brass, name plates, badges, boots, magazine pouches, flash light holders, radio holder, handcuff cases, hand cuffs, TASER holster and TASER, department handgun holster, duty belts, duty belt keepers.	\$ 6,500
6050	Utilities	1	This expense covers the lighting and cooling of the police department.	\$ 1,900
6051	Telephone	1	This expense covers the Maintenance/replacement of seven telephones, monthly telephone bill for two police department phone lines and one fax line, the monthly cost of call forwarding to the 911 dispatch center after business hours.	\$ 5,600
6062	Capital Exp. Maint.	1		
6070	Meeting and Lodging	1	This expense covers lodging for the annual Missouri Police Chiefs Conference	\$ 150
6071	Dues and Subscriptions	1	This expense covers the Missouri Police Chiefs annual dues.	\$ 250
6072	Trash	1	This expense covers the emptying of the departments trash dumpster.	\$ 530

6073	Publications	1	This expense covers the cost of advertising in news papers.	\$ 500
6075	Training and Safety	1	This expense covers the cost the POST required training hours. Each officer is mandated my Missouri State Statute to have a minimum of 24 per year training hours in various fields. Prior to 2017, officers were required to receive only 48 per three years, how ever starting 2017 each officer must receive at least 24 per year.	\$ 9,680
6076	Unemployment			
6079	Miscellaneous destruction of evidence	1	This expense is to cover the cost of destroying evidence from criminal cases in which the items could not be released to the person they were seized from.	\$ 600
6085	MOCIC	1	This expense covers the annual cost of partner ship with MOCIC, which assists police departments with the gathering of intelligence, documenting patterns of certain crimes	\$ 150
6231	Software Support	1	This expense covers the cost of maintaining a records management system for the police department, which allows us to write police reports, track crime statics, share reports with other law enforcement departments to assist in the solving of crimes.	\$ 6,018
6261	Car Camera Maintenance	1	This expense covers the repair/replacement of camera body microphones, body microphone batteries, car camera scan disks, car camera software, in car video cameras.	\$ 500
6302	Accounting			\$ 293
6323	WC Injury City Paid			
6502	Propane	1	This expense covers the cost of heating the police department.	\$ 2,110
6511	Security	1	This expense covers the monthly cost of an alarm system from Federal Protection.	\$ 504
6611	Capital Expenditure Purchase			
6621	Capital Exp Equip Purchase	1		
6621	Capital Exp Equip Purchase	2	This expense will cover the lease/purchase of the required police equipment, removal of the old police equipment and the installation of all of the equipment in the 1 new police vehicle that we are requesting.	\$ 7,000
6621	Capital Exp Equip Purchase	1	We are requesting 1 Tasers. Currently we have officers who do not have a Taser, due to the Tasers breaking. The current model of Taser that we use are 14 years old. This model is no longer being made and replacement parts are no longer sold by the manufacture. Each Taser is \$1350 each. This includes the price of holster, battery, and cartridges.	\$ 1,350
6626	Equipment Lease	1	This expense cover the cost of 5 lease to own police vehicles that were purchased in 2017, 2018 and 2019	\$ 33,687
6626	Equipment Lease	2	This expense covers the cost of leasing to own police department vehicle. The vehicle we wish to replace is a 2012 Chevy Tahoe with approximately 115,000 miles. This vehicle has had transmission repair, engine repairs, coolant leaks, front end issues, wiring issues. This price is based on 5 year lease. Current vehicles are as follows: MPD#1- 2019 Chev. Tahoe 7,507 miles; MPD #2 - 2019 Chev. Tahoe 4,894 miles; MPD #3 - Ford Explorer 23,073 miles; MPD #4 - 2017 Ford Explorer 50,113 miles; MPD #5 - 2017 Ford Explorer 44,722 miles, MPD #6 - 2014 Chev. Tahoe 70,922 miles; MPD #7 - 2012 Chev. Tahoe 71,107 miles; and MPD #8 - 2012 Chev. Tahoe 114,307 miles.	\$ 7,598
6631	Tier 1 Risk ASMT			
6714	Crime Lab Pledge	1	This expense is the city's pledge to help fund the regional crime lab in Springfield, which completes all evidence processing from finger prints, blood, DNA etc.. With no further cost to the city.	\$ 1,222
	911 Warrant Processing			
6971	Criminal Records Check			
			Total Expenditures	\$ 1,102,128
			Net	\$ (1,088,426)

Police Department 2020 Budget						
	2019 Budget	Priority 1	Priority 2	Priority 3	Total	2020 Proposed Budget
Wages	\$ 519,669	\$ 536,247			\$ 536,247	\$ 536,247
Wages - Admin	\$ 39,700	\$ 40,498			\$ 40,498	\$ 40,498
Wages P/T					\$ -	\$ -
Payroll Taxes	\$ 39,755	\$ 41,023			\$ 41,023	\$ 41,023
Payroll Taxes - Admin	\$ 3,037	\$ 3,098			\$ 3,098	\$ 3,098
Group Insurance	\$ 173,618	\$ 165,884			\$ 165,884	\$ 165,884
Group Ins. - Admin	\$ 17,746	\$ 18,697			\$ 18,697	\$ 18,697
LAGERS	\$ 90,942	\$ 99,206			\$ 99,206	\$ 99,206
LAGERS - Admin	\$ 5,439	\$ 5,953			\$ 5,953	\$ 5,953
Work Comp	\$ 20,660	\$ 21,261			\$ 21,261	\$ 21,261
Work Comp - Admin	\$ 83	\$ 80			\$ 80	\$ 80
Auto Expense	\$ 12,000	\$ 12,000			\$ 12,000	\$ 12,000
Gas and Oil	\$ 22,500	\$ 22,500			\$ 22,500	\$ 22,500
Computer Maintenance	\$ 2,300	\$ 4,000			\$ 4,000	\$ 4,000
Maintenance					\$ -	\$ -
Radar Maintenance	\$ 700	\$ 700			\$ 700	\$ 700
Radio Expense	\$ 825	\$ 825			\$ 825	\$ 825
Building Maintenance	\$ 300	\$ 300			\$ 300	\$ 300
Legal	\$ 1,008	\$ 1,000			\$ 1,000	\$ 1,000
Insurance	\$ 27,320	\$ 29,014			\$ 29,014	\$ 29,014
Postage	\$ 396	\$ 400			\$ 400	\$ 400
Custodian Fee					\$ -	\$ -
Office Supplies	\$ 1,956	\$ 2,300			\$ 2,300	\$ 2,300
Firearms and Training	\$ 8,000	\$ 8,000			\$ 8,000	\$ 8,000
Supplies	\$ 3,000	\$ 3,000			\$ 3,000	\$ 3,000
Uniforms	\$ 6,009	\$ 6,500			\$ 6,500	\$ 6,500
Utilities	\$ 1,908	\$ 1,900			\$ 1,900	\$ 1,900
Telephone	\$ 5,256	\$ 5,600			\$ 5,600	\$ 5,600
Capital Exp. Maint.					\$ -	\$ -
Meeting and Lodging	\$ 150	\$ 150			\$ 150	\$ 150
Dues and Subscriptions	\$ 250	\$ 250			\$ 250	\$ 250
Trash	\$ 528	\$ 530			\$ 530	\$ 530
Publications	\$ 1,000	\$ 500			\$ 500	\$ 500
Training and Safety	\$ 9,680	\$ 9,680			\$ 9,680	\$ 9,680
Training-POST and LET					\$ -	\$ -
Unemployment					\$ -	\$ -
Miscellaneous		\$ 600			\$ 600	\$ 600
MOCIC	\$ 150	\$ 150			\$ 150	\$ 150
DARE					\$ -	\$ -
Software Support	\$ 5,554	\$ 6,018			\$ 6,018	\$ 6,018
Law Enforcement Software					\$ -	\$ -
Car Camera Maintenance	\$ 900	\$ 500			\$ 500	\$ 500
Professional Services					\$ -	\$ -
Accounting	\$ 285	\$ 293			\$ 293	\$ 293
WC Injury City Paid					\$ -	\$ -
Investigations					\$ -	\$ -
Propane	\$ 2,110	\$ 2,110			\$ 2,110	\$ 2,110
Security	\$ 504	\$ 504			\$ 504	\$ 504
Crime Lab Pledge	\$ 1,222	\$ 1,222			\$ 1,222	\$ 1,222
911 Warrant Processing					\$ -	\$ -
Criminal Records Check					\$ -	\$ -
Total Operating	\$ 1,026,460	\$ 1,052,493	\$ -	\$ -	\$ 1,052,493	\$ 1,052,493
Capital Exp Equip Purchase	\$ 15,000		\$ 7,000		\$ 7,000	\$ -
Network Server						\$ -
Equipment Lease	\$ 33,125	\$ 33,687	\$ 7,598		\$ 41,285	\$ 33,687
Radar Equipment						\$ -
Tasers	\$ 2,700	\$ 1,350			\$ 1,350	\$ 1,350
Total Capital	\$ 50,825	\$ 35,037	\$ 14,598	\$ -	\$ 49,635	\$ 35,037
TOTAL POLICE DEPT.	\$ 1,077,285	\$ 1,087,530	\$ 14,598	\$ -	\$ 1,102,128	\$ 1,087,530

Street Department 11-60

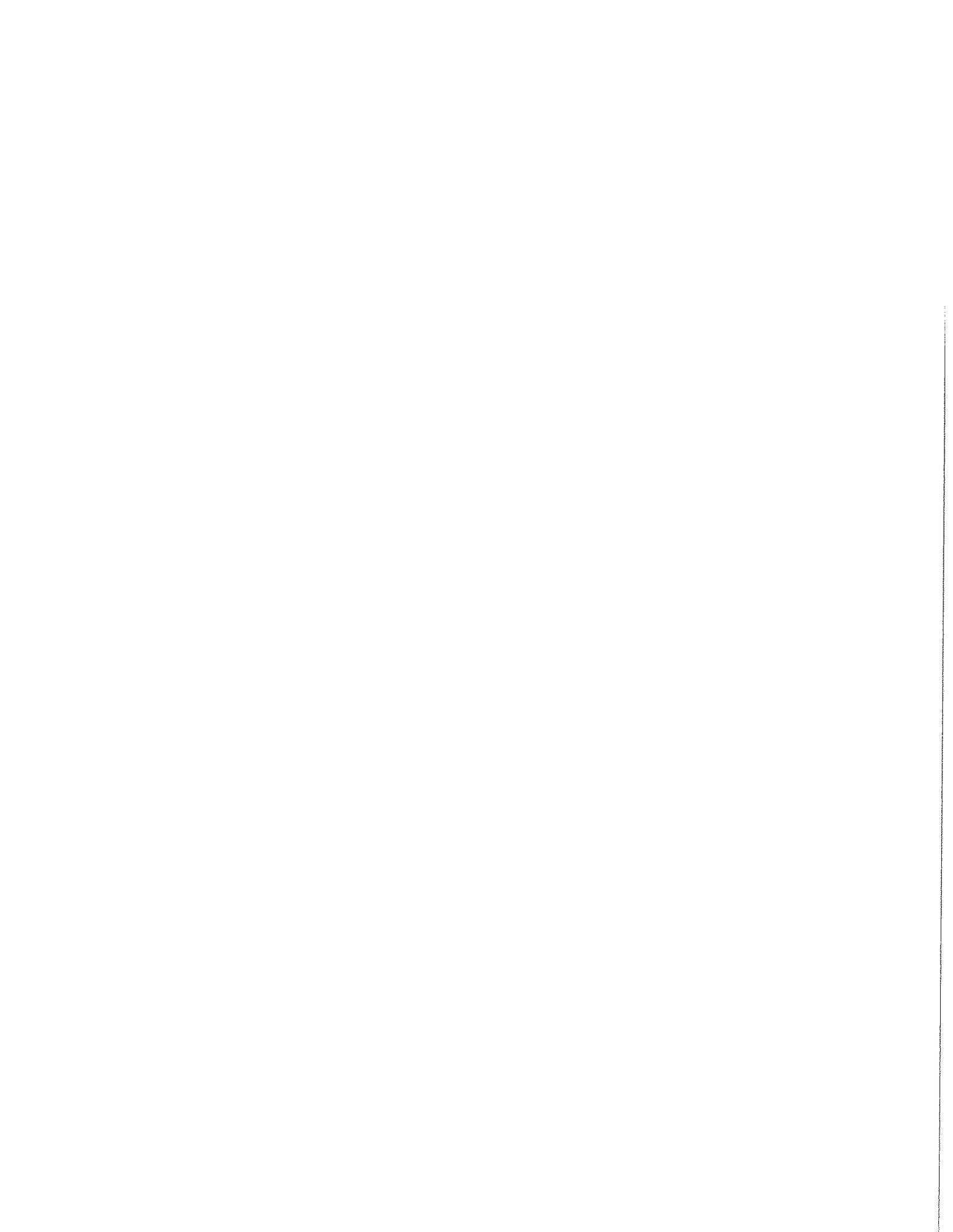
REVENUES		Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
4040	Vehicle Sales Tax	\$ 88,986	\$ 87,956	\$ 89,611	\$ 89,482	\$ 88,294	\$ 88,000	-0.33%
4200	Sale of Assets							
4280	Fuel Tax	\$ 178,784	\$ 173,000	\$ 177,959	\$ 175,000	\$ 177,504	\$ 177,500	0.00%
4380	Misc. Revenue	\$ 6,344		\$ 11,581				
4410	Emp Insurance Reimb			\$ 258				
4540	Webster Capital Credits	\$ 2,178		\$ 4,325			\$ 3,251	
4541	Anthem Ins Rebate	\$ 3,738		\$ 3,337			\$ 3,538	
4705	Damaged Property Collected							
Subtotal		\$ 280,029	\$ 260,956	\$ 287,070	\$ 264,482	\$ 265,798	\$ 272,289	2.44%
Surplus (Deficit) to balance		\$ (88,786)	\$ (332,734)	\$ (224,677)	\$ (390,714)	\$ (281,209)	\$ (191,016)	-32.07%
TOTAL		\$ 368,816	\$ 593,690	\$ 511,747	\$ 655,196	\$ 547,007	\$ 463,305	-15.30%

OPERATING EXPENDITURES		Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
6010	Wages		\$ 124,265		\$ 113,044		\$ 121,586	
	Wages - Admin	\$ 161,522	\$ 30,050	\$ 151,690	\$ 33,049	\$ 155,706	\$ 23,095	-7.08%
6011	Payroll Taxes		\$ 9,506		\$ 8,648		\$ 9,301	
	Payroll Taxes - Admin	\$ 11,888	\$ 2,299	\$ 10,887	\$ 2,528	\$ 11,911	\$ 1,767	-7.08%
6012	Group Insurance		\$ 33,329		\$ 39,820		\$ 41,913	
	Group Ins. - Admin	\$ 38,535	\$ 6,234	\$ 40,403	\$ 6,532	\$ 47,224	\$ 5,062	-0.53%
6013	LAGERS		\$ 15,782		\$ 15,487		\$ 17,873	
	LAGERS - Admin	\$ 18,254	\$ 3,816	\$ 16,807	\$ 4,528	\$ 19,820	\$ 3,395	7.31%
6014	Worker's Compensation		\$ 12,404		\$ 7,296		\$ 6,608	
	Work Comp - Admin	\$ 6,618	\$ 20	\$ 9,551	\$ 18	\$ 6,559	\$ 17	1.01%
6020	Truck Expense	\$ 10,483	\$ 12,000	\$ 11,300	\$ 12,000	\$ 10,000	\$ 12,000	20.00%
6021	Gas and Oil	\$ 7,927	\$ 10,000	\$ 13,623	\$ 12,000	\$ 11,500	\$ 12,000	4.35%
6022	Equip Maintenance	\$ 9,509	\$ 8,000	\$ 4,952	\$ 8,000	\$ 9,500	\$ 9,500	0.00%
6023	Computer Maintenance	\$ 1,334	\$ 2,500	\$ 1,679	\$ 2,500	\$ 2,500	\$ 2,500	0.00%
6025	Maintenance	\$ 26,068	\$ 30,000	\$ 19,416	\$ 32,500	\$ 25,000	\$ 30,000	20.00%
6027	Radio Expense		\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -	
6030	Legal		\$ 250	\$ 573	\$ 250	\$ 250	\$ 250	0.00%
6031	Engineering							
6032	Insurance	\$ 8,497	\$ 9,212	\$ 10,620	\$ 8,097	\$ 8,112	\$ 8,663	6.80%
6033	Postage	\$ 59	\$ 150	\$ 167	\$ 150	\$ 100	\$ 150	50.00%
6043	Sign and Paint	\$ 5,824	\$ 6,500	\$ 10,213	\$ 7,000	\$ 7,000	\$ 8,000	14.29%
6045	General Supplies	\$ 2,032	\$ 2,000	\$ 1,848	\$ 2,000	\$ 2,200	\$ 2,200	0.00%
6047	Gravel	\$ 3,357	\$ 4,000	\$ 1,417	\$ 4,500	\$ 5,000	\$ 5,000	0.00%
6051	Telephone	\$ 2,090	\$ 2,500	\$ 3,897	\$ 3,450	\$ 4,500	\$ 4,500	0.00%
6052	Power	\$ 2,066	\$ 2,200	\$ 2,445	\$ 2,200	\$ 2,200	\$ 2,200	0.00%
6062	Capital Exp. Maint.							
6063	Paving		\$ 200,000	\$ 145,019	\$ 201,000	\$ 156,000	\$ 68,000	-56.41%
6067	Sidewalk	\$ 4,911	\$ 5,000	\$ 2,441	\$ 15,000	\$ 5,500	\$ 8,000	45.45%
6069	Uniforms	\$ 2,581	\$ 4,000	\$ 3,688	\$ 4,000	\$ 3,800	\$ 4,000	5.26%
6070	Meeting and Lodging	\$ 84	\$ 750	\$ 396	\$ 750	\$ 500	\$ 750	50.00%
6071	Dues and Subscriptions	\$ 104	\$ 100	\$ 118	\$ 100	\$ 100	\$ 100	0.00%
6072	Trash	\$ 318	\$ 500	\$ 391	\$ 500	\$ 400	\$ 500	25.00%
6073	Publications	\$ 240	\$ 600	\$ 570	\$ 600	\$ 500	\$ 600	20.00%
6075	Training and Safety	\$ 2,156	\$ 3,500	\$ 2,757	\$ 3,500	\$ 3,500	\$ 4,000	14.29%
6076	Unemployment							
6079	Miscellaneous	\$ 788	\$ 500	\$ 70	\$ 500	\$ 900	\$ 500	-44.44%
6086	Election Expense							
6097	Drug Testing	\$ 206	\$ 250	\$ 237	\$ 250	\$ 100	\$ 250	150.00%
6100	Inmate Program	\$ 3,710	\$ 4,500	\$ 4,125	\$ 5,000	\$ 4,600	\$ 6,100	32.61%
6231	Software Support	\$ 2,047	\$ 4,940	\$ 2,328	\$ 5,117	\$ 2,500	\$ 3,106	24.23%
6302	Accounting	\$ 874	\$ 1,266	\$ 1,008	\$ 1,284	\$ 1,026	\$ 1,319	28.51%
6323	WC Injury City Paid	\$ 105						
6484	Salt	\$ 5,396	\$ 5,000	\$ 5,766	\$ 5,500	\$ 5,500	\$ 5,500	0.00%
6502	Propane	\$ 1,889	\$ 3,000	\$ 2,417	\$ 3,000	\$ 3,000	\$ 3,000	0.00%
6511	Security		\$ 1,028					
6521	Street Lights	\$ 27,344	\$ 30,000	\$ 28,123	\$ 30,000	\$ 30,000	\$ 30,000	0.00%
6522	Install Street Lights							
6611	Capital Expenditure			\$ 366				
6621	Capital Equip Purchase							
6626	Equipment Lease							
Subtotal		\$ 368,816	\$ 592,950	\$ 511,307	\$ 602,696	\$ 547,007	\$ 463,305	-15.30%

CAPITAL EXPENDITURES								
611	Network Server		\$ 740	\$ 440				
611	Dump Truck				\$ 50,000			
621	Skid Steer attachment				\$ 2,500			
Subtotal		\$ -	\$ 740	\$ 440	\$ 52,500	\$ -	\$ -	

TOTAL EXPENDITURES		\$ 368,816	\$ 593,690	\$ 511,747	\$ 655,196	\$ 547,007	\$ 463,305	-15.30%
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Adopted
11/21/2019



Street				
Line Item	Line Item Description	Priority	Request Detail	2020 Projected Budget
4200	Sale of Assets		The sale of any assets and surplus property	
4040	Vehicle Sales Tax		50% of all proceeds from the 3% state sales tax on motor vehicles, trailers, motorcycles, mopeds, and motor-tricycles is dedicated to highway and transportation use and is apportioned between cities, counties and the state. 15% is for cities with allocation based on population from the last federal decennial census.	\$ 88,000
4280	Fuel Tax		Each city and county receives a distribution of the state fuel tax. 15% of net proceeds are distributed to cities and allocation is based on the population from the last federal decennial census.	\$ 177,500
4380	Misc. Revenue			
4410	Emp Insurance Reimb		Employee insurance reimbursement, last used in 2012.	
4540	Webster Capital Credits		Once a year Webster Electric Cooperative distributes the amount of money that is left over after all expenses have been paid in the form of capital credits on a 20 year payment cycle.	\$ 3,251
4541	Anthem Ins Rebate		A result of the medical loss ratio (MLR), which is part of the Affordable Care Act (ACA). MLR is that a certain percentage of premium dollars must be used for medical claims and programs that improve the quality of health care and not for administrative expenses.	\$ 3,538
4705	Damaged Property Collected		Never been used.	
			Total Revenues	\$ 272,289
6010	Wages		Wages paid to employees including percentages of salaries for Administration staff.	\$ 121,586
	Wages - Admin			\$ 23,095
	Wages - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 3,200
6011	Payroll Taxes		Taxes paid on employees wages including percentages paid on wages for Administration staff and Animal Control Officer.	\$ 9,301
	Payroll Taxes - Admin			\$ 1,767
	Payroll Taxes - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 245
6012	Group Insurance		Insurance costs for employees.	\$ 41,913
	Group Ins. - Admin		Insurance costs for employees including percentage paid for Administration staff and Animal Control Officer.	\$ 5,062
	Group Ins. - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 1,798
6013	LAGERS		Retirement contributions for employees including percentage paid for Administration staff and Animal Control Officer.	\$ 17,873
	LAGERS - Admin			\$ 3,395
	LAGERS - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 470
6014	Worker's Compensation		Worker's Compensation Insurance paid on employees including percentage paid for Administration staff and Animal Control Officer.	\$ 6,608
	Work Comp - Admin			\$ 17
	Work Comp - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 6
6020	Truck Expense	1	Costs to maintain and repair our Vehicles within the Department. Attached is a list of vehicles by license plate # and the make/model and the year of the vehicle. • Street 1 2000 F450 Bucket Truck 256,529 miles • Street 2 2007 F150 Pick-up 34,975 miles • Street 3 1996 Chevy Dump Truck 81,244 miles • Street 4 2006 Chevy Pick-up 46,453 miles • Street 5 1994 Ford Dump Truck 79,771 miles • Street Sweeper 21,337 miles (out of commission)	\$ 12,000
6021	Gas and Oil	1	Includes fuel, oil and lubricants to operate and maintain all mobile equipment in the department.	\$ 12,000
6022	Equip Maintenance	1	Provides funds to maintain and operate the street department equipment: backhoe, skid steer, tractors, brush hogs, patching equipment, roller, trailers, mowers, equipment is starting to age, and we repair bills increase along with labor rates and the cost of moving large equipment. Our chipper had a major repair done to it this year, that is what the biggest reason for amount over the budget. We need to do some work to our backhoe and to our roller this next year, along with replacing the tires on our grader.	\$ 9,500
6023	Computer Maintenance	1	Provides funds to purchase, maintain and repair computers used for Street Department purposes.	\$ 2,500
6025	Maintenance	1	Funding for the maintenance, replacement, repairs and spare parts inventory of the Street Department including all tanks, buildings, mechanical equipment, piping, pumps, motors, electrical control systems, tools, site maintenance, tinhorn replacement/repair, hot mix asphalt for patching roads, black dirt when available for job site cleanup, weed killer, mowing and trimming, steel for fabrication/repair of equipment, cylinder refills for welder and torch, salt spreader repair, snow plow repairs.	\$ 30,000
6027	Radio Expense	1	This is for the maintenance of our portable and mobile radio's along with the repeater located in the Warren Street Water Tower	
6030	Legal	1	Funds to pay for our City Attorney as may be needed for legal matters such as buying or selling property, dealing with threats, enforcing safety concerns, suits against the City.	\$ 250
6031	Engineering		Funds used for small engineering services such as storm drainage, bidding work or equipment replacement, addressing inquiries from Mo DNR, figuring road building/grade.	
6032	Insurance	1	Purchase coverage on buildings, equipment, vehicles and liability	\$ 8,663
6033	Postage	1	Allocation of funds for the mailing of bills for damaged property, letters and packages	\$ 150
6043	Sign and Paint	1	Funds used to purchase and contract for street marking paint for intersections, crosswalks, parking spaces on city R-O-W, city owned parking lots and city owned buildings. This fund also purchases all materials necessary to construct, install and maintain current signs, upgrade signs to meet current standards for retro-reflectivity.	\$ 8,000

6045	General Supplies	1	This line item provides funds to repair, maintain or replace some small maintenance tools such as, chargers, power tools, hammers, wrenches, electrical supplies and/or other materials that do not come out of our maintenance line, purchase shop supplies such as gasket material, cleaners, solvents, paints and lubricants along with paper towels and restroom supplies.	\$ 2,200
6047	Gravel	1	Funds used for to purchase gravel/rock for road repair, tinhorn replacement, and pipe bedding, sub-grade repairs, washouts, and storm water retentions	\$ 5,000
6051	Telephone	1	Pays phone bills within the department, phone rental and PBX.	\$ 4,500
6052	Power	1	Funds to pay the Electric used within the Street Building.	\$ 2,200
6062	Capital Exp. Maint.			
6063	Paving	1	Phase 2 of Prairie Lane Patching and Subgrade repair in concrete paving, 4 areas, prioritized in the following order, \$19,000, \$6,000, \$6,000, \$5,000, and we need more hot rubber crack filling material \$32,000.	\$ 68,000
6063	Paving	2	Asphalt crack filling material	\$ 35,000
6063	Paving	2	Staff has evaluated the patches on all of our Road system and we can improve the smoothness of several roads by tearing out old patches from utility crossings and etc., and anticipate \$35,000 to replace the proposed patches	\$ 35,000
6063	Paving	2	\$32,000 for milling and overlaying N. Buffalo from Washington to Burford	\$ 32,000
6063	Paving	3	Truman Road (out by Walmart) needs to be looked at. Due to all the heavy trucks coming in and out, this road has fallen apart even worse than Prairie Lane. We have patched several areas, but we need to take a detailed look at what we can do to fix this area for that truck traffic. This line item only reflects Engineering costs to see what we can do to fix that area	\$ 20,000
6063	Paving	3	Banning Street and North Marshall street are in need of overlay and improvements, however there will be a lot of wear and tear on them over the next year stretching into 2021 during the construction of the interchange and the Round-a-bout.	?????
6063	Paving	2	Patch and overlay Julian Street from Elm Street west to Poplar Court	\$ 23,000
6067	Sidewalk	1	Funds used to construct, fix, repair and/or replace sidewalks on public Right-Of-Ways, we were tied up on several other jobs and were not able to be as aggressive as we were hoping to be. We should be wrapping up the other projects by late this year and we hope to be able to jump over and work on more sidewalks next year.	\$ 8,000
6069	Uniforms	1	Provides uniforms for the department personnel along with grease rags and mats for the offices	\$ 4,000
6070	Meeting and Lodging	1	Funds for conference registrations and for meal reimbursement	\$ 750
6071	Dues and Subscriptions	1	Pays for dues to OPIS for fuel information	\$ 100
6072	Trash	1	Trash service for the Street Department and the Police Department.	\$ 500
6073	Publications	1	Pays for Public Notices, Financial Statements, Help Wanted ads that might apply to Street dept. or is allocated from City Hall	\$ 600
6075	Training and Safety	1	Funds the employee safety equipment including boots, rubber boots, gloves, hats, vests, safety glasses or goggles, ear protection, signs and safety cones and safety training for the department personnel. There are some safety classes provided for Traffic Safety, and worksite safety that are supposed to become available in 2020 without having to travel very far, and possibly even have them come here and maybe partner with the Webster County, this is the reason for the increase.	\$ 4,000
6076	Unemployment	1		
6079	Miscellaneous	2	Funds small unexpected purchases that are not easily allotted to other line items	\$ 500
6097	Drug Testing	1	Funds the random drug testing of employees which is mandatory for Commercial Driver License.	\$ 250
6100	Inmate Program	1	Funds that allow for the contractual services with OCC (Ozarks Correctional Center) for quarterly curbside brush and limb pick up, mowing and weed eating on City Properties and R-O-W's, trash pickup, asphalt crack filling, and many other functions. We are currently working with OCC to get an additional inmate for next year, or possibly moving to 10 hour days to be more productive, when you move to 10 days, there may be a cost increase.	\$ 6,100
6231	Software Support	1	Funds allocated for Summit and Dude Solutions (mobile 311) and GIS.	\$ 3,106
6231	Software Support	2	SmartGov - permits, plan reviews, inspections, code enforcement and licensing.	\$ 5,171
6231	Software Support	2	Upgrade Mobile 311 to Asset Essentials - Initiate, assign and track the progress of maintenance work orders; manage assets and equipment for all properties with advanced mobile and GIS capabilities, develop advanced workflows with preventive maintenance scheduling and manage inventory.	\$ 2,045
6302	Accounting	1	Funds the Street Department portion of accounting costs	\$ 1,319
6323	WC Injury City Paid			
6484	Salt	1	Funds for purchasing salt, and any materials used for ice control	\$ 5,500
6502	Propane	1	Pays for the cost of propane for heating the building at the Street Building	\$ 3,000
6521	Street Lights	1	Funds used to pay for Street lights approved by the Board of Alderman, usually pertaining to intersections, dead ends, cul-de-sacs, public buildings and properties, and/or dangerous R-O-W's.	\$ 30,000
6060	Grounds Maintenance	2	Grounds and R-O-W maintenance	
6032	Insurance	2	New vehicles' insurance	\$ 1,021
6032	Insurance	3	New vehicles' insurance	\$ 851
6043 B	Sign and Paint	2	Funds that would allow contracting out street markings on more of a routine basis and replacing fading street signs and stop signs	
6067 B	Sidewalk	2	Funds to contract out replacement of sidewalks	
6611	Capital Expenditure		New City Hall remodel allocation	
6611	Capital Expenditure	2	Drainage Ditch on W. Washington estimated between \$60,000 and \$100,000	
6611	Capital Expenditure	3	Skid steer attachment \$10,000 to be split between WWTP, Water, Street and Parks.	\$ 2,500
6611	Capital Expenditure	3	Trade in Bomag Roller	
6611	Capital Expenditure	3	Salt Building	

6611	Capital Expenditure	3	Drainage Ditch on N. Marshall estimated at \$50,000	
6611	Capital Expenditure	3	Replace Old Budget Truck (Street 1) with a used one \$75,000	
6611	Capital Expenditure	3	New Utility Truck	
6611	Capital Expenditure	3	Trade in zero turn mower	
6611	Capital Expenditure	3	Trade in Backhoe	
6611	Capital Expenditure	3	Trade in chipper	
6611	Capital Expenditure	2	Trade in bucket truck	
6611	Capital Expenditure	3	Straw blower for dirt work	
6611	Capital Expenditure	2	New heavy duty tilt trailer for equipment	
6611	Capital Expenditure	2	New medium duty tilt trailer	
6611	Capital Expenditure	2	Brush hogg skid steer attachment	
6611	Capital Expenditure	3	New Street Sweeper	
6611	Capital Expenditure	2	Concrete bucket skid steer attachment	
6611	Capital Expenditure	2	Soff Cut Saw	
6611	Capital Expenditure	2	Concrete Quickie Saw	
6611	Capital Expenditure	2	New Street Department Building	
6611	Capital Expenditure	3	New salt building for storing our salt. Right now we store at MODOT which is across and out of town.	
6611	Capital Expenditure	2	New transit for shooting elevations	
6611	Capital Expenditure	2	Hilti Drill Set	
	Wages & Benefits	2	New street employee to make operations run more efficient.	
6611	Capital Expenditure	3	Asphalt lay down machine	
6611	Capital Expenditure	3	Additional Skid Steer	
6611	Capital Expenditure	3	Air compressor replacement \$20,000 allocated to Water/WWTP/Street.	\$ 6,667
6626	Equipment Lease Purchase	2	Dump Truck \$150,000, including snow plow equipment. Less \$25,000 transferred in from Cemetery Fund for "internal purchase" of 2004 ford Dump truck; financed over 5 years at 4%. Allocated to Street, Water and WWTP.	\$ 9,208
6611	Capital Expenditure	2	New Truck \$45,000 purchase We currently have 1 extended cab pick up that we can use to move the inmates from job to job while hauling tools and materials. We do have the van that we purchased which works out excellent, however we break the inmates up into different work groups when we get them back to town and they are very rarely all together, but often times we have to take multiple trucks so that they can take the tools and fuel with and not trash the van. This purchase would move an extended cab into the work fleet so that they can haul multiple people for more efficient mobility. New vehicle would be used by Deputy City Administrator and could be allocated out over multiple Departments.	\$ 9,000
6626	Equipment Lease Purchase	3	Dump truck \$150,000 5 years, 4%.	\$ 1,989
			Total Expenditures	\$ 652,477
			Net	\$ (380,188)

Street Department 2020 Budget						
Description	2019 Budget	Priority 1	Priority 2	Priority 3	Total	2020 Proposed Budget
Wages	\$ 113,044	\$ 121,586			\$ 121,586	\$ 121,586
Wages - Admin	\$ 33,049	\$ 23,095	\$ 3,200		\$ 26,295	\$ 23,095
Payroll Taxes	\$ 8,648	\$ 9,301			\$ 9,301	\$ 9,301
Payroll Taxes - Admin	\$ 2,528	\$ 1,767	\$ 245		\$ 2,012	\$ 1,767
Group Insurance	\$ 39,820	\$ 41,913			\$ 41,913	\$ 41,913
Group Ins. - Admin	\$ 6,532	\$ 5,062	\$ 1,798		\$ 6,860	\$ 5,062
LAGERS	\$ 15,487	\$ 17,873			\$ 17,873	\$ 17,873
LAGERS - Admin	\$ 4,528	\$ 3,395	\$ 470		\$ 3,865	\$ 3,395
Worker's Compensation	\$ 7,296	\$ 6,608			\$ 6,608	\$ 6,608
Work Comp - Admin	\$ 18	\$ 17	\$ 6		\$ 23	\$ 17
Truck Expense	\$ 12,000	\$ 12,000			\$ 16,000	\$ 12,000
Gas and Oil	\$ 12,000	\$ 12,000			\$ 12,000	\$ 12,000
Equip Maintenance	\$ 8,000	\$ 9,500			\$ 9,500	\$ 9,500
Computer Maintenance	\$ 2,500	\$ 2,500			\$ 2,500	\$ 2,500
Maintenance	\$ 32,500	\$ 30,000			\$ 30,000	\$ 30,000
Radio Expense	\$ 1,000				\$ -	\$ -
Legal	\$ 250	\$ 250			\$ 250	\$ 250
Engineering					\$ -	\$ -
Insurance	\$ 8,097	\$ 8,663	\$ 1,021	\$ 851	\$ 10,535	\$ 8,663
Postage	\$ 150	\$ 150			\$ 150	\$ 150
Sign and Paint	\$ 7,000	\$ 8,000			\$ 8,000	\$ 8,000
General Supplies	\$ 2,000	\$ 2,200			\$ 2,200	\$ 2,200
Gravel	\$ 4,500	\$ 5,000			\$ 5,000	\$ 5,000
Telephone	\$ 3,450	\$ 4,500			\$ 4,500	\$ 4,500
Power	\$ 2,200	\$ 2,200			\$ 2,200	\$ 2,200
Grounds Maintenance					\$ -	
Capital Exp. Maint.					\$ -	\$ -
Paving	\$ 201,000	\$ 68,000	\$ 125,000	\$ 20,000	\$ 213,000	\$ 68,000
Sidewalk	\$ 15,000	\$ 8,000			\$ 8,000	\$ 8,000
Uniforms	\$ 4,000	\$ 4,000			\$ 4,000	\$ 4,000
Meeting and Lodging	\$ 750	\$ 750			\$ 750	\$ 750
Dues and Subscriptions	\$ 100	\$ 100			\$ 100	\$ 100
Trash	\$ 500	\$ 500			\$ 500	\$ 500
Publications	\$ 600	\$ 600			\$ 600	\$ 600
Training and Safety	\$ 3,500	\$ 4,000			\$ 4,000	\$ 4,000
Unemployment					\$ -	\$ -
Miscellaneous	\$ 500	\$ 500			\$ 500	\$ 500
Election Expense					\$ -	\$ -
Drug Testing	\$ 250	\$ 250			\$ 250	\$ 250
Inmate Program	\$ 5,000	\$ 6,100			\$ 6,100	\$ 6,100
Software Support	\$ 5,117	\$ 3,106	\$ 7,216		\$ 10,322	\$ 3,106
Professional Services						
Accounting	\$ 1,284	\$ 1,319			\$ 1,319	\$ 1,319
WC Injury City Paid					\$ -	\$ -
Salt	\$ 5,500	\$ 5,500			\$ 5,500	\$ 5,500
Propane	\$ 3,000	\$ 3,000			\$ 3,000	\$ 3,000
Street Lights	\$ 30,000	\$ 30,000			\$ 30,000	\$ 30,000
Install Street Lights					\$ -	\$ -
Capital Expenditure	\$ 52,500		\$ 9,000	\$ 9,167	\$ 18,167	\$ -
Capital Equip Purchase					\$ -	\$ -
Equipment Lease			\$ 9,208	\$ 1,989	\$ 11,197	\$ -
Tier I Risk Asmt					\$ -	
Subtotal	\$ 655,195.92	\$ 463,305	\$ 157,165	\$ 32,007	\$ 652,477	\$ 463,305

Fire Department 11-80

REVENUES	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%	Reallocate
4200 Sale of Assets								
4341 AFG Grant	\$ 165,000		\$ 3,381					
4380 Misc. Revenues	\$ 985		\$ 100		\$ 1,900			
4387 EMT Training Class	\$ -	\$ 7,000	\$ 5,270	\$ 7,000	\$ 9,100	\$ 8,000	14.29%	\$ 8,000
4385 Misc. Reimbursements			\$ 258					
4410 Emp Insurance Reimb								
4540 Webster Elec. Capital Credit	\$ 32		\$ 57			\$ 44		\$ 44
4541 Anthem Insurance Reimb	\$ 1,346		\$ 1,295			\$ 1,320		\$ 1,320
Sub Total	\$ 167,362	\$ 7,000	\$ 10,360	\$ 7,000	\$ 11,000	\$ 9,364	33.78%	\$ 9,364

Surplus (Deficit) to balance	\$ (212,665)	\$ (234,756)	\$ (220,030)	\$ (265,840)	\$ (242,537)	\$ (246,370)	-7.32%	\$ (9,220)
TOTAL	\$ 380,027	\$ 241,756	\$ 230,390	\$ 272,840	\$ 253,537	\$ 255,734	-6.27%	\$ 18,584

OPERATING EXPENDITURES	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%	Reallocate
6010 Wages		\$ 52,000		\$ 53,040		\$ 54,101	2.00%	
Wages - Admin	\$ 51,833	\$ 494	\$ 52,668	\$ 561	\$ 53,594	\$ 572	2.00%	\$ 561
6011 Payroll Taxes		\$ 3,978		\$ 4,058		\$ 7,053	73.83%	
Payroll Taxes - Admin	\$ 3,714	\$ 38	\$ 5,844	\$ 43	\$ 3,855	\$ 44	2.00%	\$ 43
6012 Group Insurance		\$ 16,361		\$ 17,145		\$ 18,050	5.28%	
Group Ins. - Admin	\$ 14,859	\$ 163	\$ 16,579	\$ 171	\$ 17,371	\$ 180	5.30%	\$ 180
6013 LAGERS		\$ 6,292		\$ 6,206		\$ 6,276	1.13%	
LAGERS - Admin	\$ 6,232	\$ 63	\$ 6,355	\$ 77		\$ 84	9.44%	\$ 82
6014 Worker's Compensation		\$ 4,422		\$ 3,427		\$ 3,502	2.19%	
Work Comp - Admin		\$ 1		\$ 1		\$ 1	-3.13%	\$ 1
Work Comp - Volunteers	\$ 10,620	\$ 10,258	\$ 9,813	\$ 7,794	\$ 8,863	\$ 7,808	0.19%	
6017 Fees To Volunteers	\$ 28,725	\$ 33,000	\$ 29,411	\$ 37,140	\$ 36,600	\$ 38,100	2.58%	
6020 Truck Expense	\$ 8,772	\$ 10,200	\$ 11,487	\$ 11,000	\$ 11,000	\$ 11,000	0.00%	
6021 Gas and Oil	\$ 2,803	\$ 5,000	\$ 3,527	\$ 5,000	\$ 4,100	\$ 5,000	0.00%	
6022 Maintenance Equipment	\$ 5,833	\$ 7,500	\$ 7,058	\$ 7,500	\$ 7,500	\$ 7,500	0.00%	
6023 Computer Maintenance	\$ 2,727	\$ 2,130	\$ 2,585	\$ 2,100	\$ 2,100	\$ 5,100	142.86%	\$ 1,000
6025 Maintenance Building	\$ 3,503	\$ 7,512	\$ 6,917	\$ 5,852	\$ 5,800	\$ 4,500	-23.10%	
6027 Radio Expense	\$ 1,864	\$ 2,520	\$ 2,977	\$ 2,520	\$ 2,520	\$ 2,520	0.00%	
6030 Legal	\$ 200	\$ 420	\$ 658	\$ 420	\$ 400	\$ 420	0.00%	
6032 Insurance	\$ 10,644	\$ 10,533	\$ 10,185	\$ 10,055	\$ 9,676	\$ 10,758	7.00%	
6033 Postage	\$ 86	\$ 204	\$ 204	\$ 204	\$ 185	\$ 204	0.00%	\$ 16
6034 Custodian Fee			\$ -				100.00%	
6040 Office Supplies	\$ 5,043	\$ 5,500	\$ 4,337	\$ 5,000	\$ 4,925	\$ 5,000	0.00%	\$ 473
6045 Supplies	\$ 13,026	\$ 15,000	\$ 14,168	\$ 15,000	\$ 14,850	\$ 15,000	0.00%	
6050 Utilities	\$ 9,932	\$ 9,000	\$ 7,832	\$ 9,000	\$ 8,200	\$ 9,000	0.00%	
6051 Telephone	\$ 3,327	\$ 3,504	\$ 3,331	\$ 3,504	\$ 3,500	\$ 4,050	15.58%	\$ 6
6060 Grounds Maintenance	\$ 584	\$ 600	\$ 597	\$ 600	\$ 600	\$ 600	0.00%	
6062 Capital Exp. Maint.			\$ 3,353					
6069 Uniform	\$ 1,620	\$ 1,500	\$ 725	\$ 1,500	\$ 1,425	\$ 3,000	100.00%	
6070 Meeting and Lodging	\$ 2		\$ -					
6071 Dues & Subscriptions	\$ 546	\$ 660	\$ 756	\$ 660	\$ 660	\$ 660	0.00%	\$ 100
6072 Trash	\$ 600	\$ 540	\$ 552	\$ 560	\$ 555	\$ 560	0.00%	
6073 Publications	\$ 165	\$ 270	\$ 195	\$ 270	\$ 250	\$ 270	0.00%	\$ 122
6075 Training and Safety	\$ 1,108	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	0.00%	
6076 Unemployment								
6077 Emergency Management	\$ 8,692	\$ 9,000	\$ 6,087	\$ 9,000	\$ 9,000	\$ 9,000	0.00%	\$ 8,000
6079 Misc.	\$ 600		\$ -					
6095 Code Enforcement		\$ 108		\$ 108	\$ 50	\$ 108	0.00%	
6096 Public Relations	\$ 914	\$ 1,500	\$ 1,826	\$ 1,500	\$ 1,500	\$ 3,800	153.33%	
6231 Software Support	\$ 882	\$ 1,000	\$ 909	\$ 1,206	\$ 1,200	\$ 1,218	0.99%	
6323 WC Injury City Paid	\$ 143		\$ -					
6401 Supplies Medical	\$ 1,390	\$ 2,016	\$ 1,785	\$ 3,616	\$ 3,600	\$ 2,016	-44.25%	
6511 Security		\$ 206						
6611 Capital Expenditure Purchase			\$ 4,976					
6621 Capital Exp Equip Purch			\$ 3,800					
6645 EMT Training Class	\$ -	\$ 7,000	\$ 5,055	\$ 7,000	\$ 7,985	\$ 8,000	14.29%	\$ 8,000
6726 Equipment Lease			\$ -					
6749 Training - Fire	\$ 3,573	\$ 6,000	\$ 2,785	\$ 6,000	\$ 5,800	\$ 6,000	0.00%	
6751 Training - Medical	\$ 2,031	\$ 2,520	\$ 48	\$ 2,000	\$ 2,000	\$ 2,650	32.50%	
6752 Recert/Fire Marshall		\$ 650	\$ 335	\$ 650	\$ 650	\$ 675	3.85%	
6971 Criminal Record Check	\$ 186	\$ 354	\$ 232	\$ 354	\$ 350	\$ 354	0.00%	
Subtotal	\$ 206,779	\$ 241,016	\$ 229,950	\$ 242,840	\$ 231,643	\$ 255,734	5.31%	\$ 18,584

<i>CAPITAL EXPENDITURES</i>									
6611	Network Server		\$ 740	\$ 440					
6621	5% Match for SCBA grant	\$ 173,248							
6621	Weather Siren Replacement				\$ 30,000	\$ 21,894			
	Subtotal	\$ 173,248	\$ 740	\$ 440	\$ 30,000	\$ 21,894	\$ -	-100.00%	
TOTAL EXPENDITURES		\$ 380,027	\$ 241,756	\$ 230,390	\$ 272,840	\$ 253,537	\$ 255,734	-6.27%	\$ 18,584

Adopted
11/21/2019

Fire Department

Line Item	Line Item Description	Priority	Request Detail	2020 Proposed Budget Amount	Reallocate
			<i>The Reallocate column shows the amount of the budgeted amount that would remain with the City's General Fund if the Fire District is annexed into the City.</i>		
4200	Sale of Assets				
4380	Misc. Revenues				
4385	Misc. Reimbursements				
4387	EMT Training Class		EMT Training Class - This line item refers to monies received from students who attend our annual Emergency Medical Technician class that we teach. Marshfield Fire Department is one of the few fire departments in the area that are accredited by the Missouri Department of Health to teach EMT classes and other emergency medical services courses. You will note that in the revenue section of this budget, a revenue line item also titled EMT training class is present. These line items provide an avenue for monies from students to come into and be distributed out of the budget for the purposes of purchasing books, paying instructors, etc. In the 2020 budget I am requesting a \$1,000.00 increase in this line item. In 2019 MFD instructed an EMT class and due to the cost increase in materials and supplies, this line items budgeted amount was exceeded. This line item is budget neutral and should be considered priority 1. This line item will be reallocated to a different department in anticipation of the potential annexation by the Marshfield Fire Protection District in 2020.	\$ 8,000	\$ 8,000
4410	Emp Insurance Reimb				
4540	Webster Elec. Capital Credit		Once a year Webster Electric Cooperative distributes the amount of money that is left over after all expenses have been paid in the form of capital credits on a 20 year payment cycle. Based on the Finance Committee's recommendations, the Webster Electric Capital Credits is budgeted for 2020 based on an average of the last two years.	\$ 44	\$ 44
4541	Anthem Insure Reimb		A result of the medical loss ratio (MLR), which is part of the Affordable Care Act (ACA). MLR is that a certain percentage of premium dollars must be used for medical claims and programs that improve the quality of health care and not for administrative expenses. Based on the Finance Committee's recommendations, the Anthem Health Insurance Rebate is budgeted for 2020 based on the average of the last two years.	\$ 1,320	\$ 1,320
			Total Revenues	\$ 9,364	\$ 9,364
6010	Wages			\$ 54,101	
		2	Salary adjustment reflecting Fire Chief's additional duties as Fire Marshal and obtaining certification.	\$ 5,410	
	Wages - Admin			\$ 572	\$561
		2	Wages - This line item amount is determined by the city administration in the budgeting process. I am requesting the addition of a part-time employee. I am asking for a Fire Prevention and Education Officer (24 hours per week). Since the resignation of John Cooper (former Fire Marshal) we no longer have a daytime Fire Marshal. As Fire Chief, I have been fulfilling the daytime Fire Marshal role to the best of my ability. However, due to my other administrative duties and calls for emergency service, my time is limited. I need to be spending more time with my administrative duties and calls for service. This is especially true now that growth in the community has increased and is expected to increase further with the new Interstate 44 overpass and interchange. As Fire Chief, I am the only paid member of the Marshfield Fire Department. In addition to the fire prevention and investigation role, the person filling this proposed new position would be responsible for training our firefighting staff; handling public education, handling public relations events, and handling emergency calls for service. One issue we currently have is some of our volunteers work evenings and nights. Therefore, they cannot attend our Tuesday evening training sessions. Having a Fire Prevention and Education Officer (training officer) during the daytime hours would allow these firefighters to receive the same level of training as other firefighters on our department. Historically approximately 50% of our annual call volume occurs during the daytime hours of between 8:00 AM and 5:00 PM. This is the time when we are most vulnerable because most of our volunteers are at their daytime jobs. This becomes more of a problem when I, the Fire Chief, am gone on vacation, at meetings, etc. It is at those times when we have to rely totally on volunteer and Marshfield Fire Protection District staff (if available) to cover emergency calls. For these reasons, I am proposing that we hire a person for this part-time position with a starting wage of \$13.13 per hour. The wage is equal to that of a starting police officer in Marshfield. He/She would work 24 hours per week, resulting in a line item increase of \$17,686.24. This item should be considered Priority (1)	\$ 16,386	
6011	Payroll Taxes			\$ 7,053	
		2	Part-time position and salary adjustment.	\$ 1,579	
	Payroll Taxes - Admin			\$ 44	\$43
6012	Group Insurance			\$ 18,050	
	Group Ins. - Admin			\$ 180	\$180
6013	LAGERS			\$ 6,276	
		2	Salary adjustment reflecting Fire Chief's additional duties as Fire Marshal and obtaining certification.	\$ 627	
	LAGERS - Admin			\$ 84	\$82

6014	Worker's Compensation			\$	3,502	
		2	Part-time position and salary adjustment.	\$	349	
	Work Comp - Admin			\$	1	\$1
	Work Comp - Volunteers			\$	7,808	
		1	<p>Fees to Volunteers – This item refers to monies paid to volunteers as a partial reimbursement of expenses they incur throughout the year. These are primarily transportation-related expenses which they incur while answering emergency calls, attending training/general meetings, attending public relations events, and other fire department events. This represents expense reimbursements for our 2019 staffing level of 36 volunteer firefighters, 11 cadet firefighters and 9 reserve firefighters. The proposed budgeted amount represents a total equal to that of the 2019 budget plus an additional \$1,500 for the projected call volume increase that we see on an annual basis. for a total line item of \$38,100.00. This will maintain the current per-call stipend of \$10.00 per event, the Data Entry Clerk's pay of \$150.00 per month, and will increase the administrative assistant's pay of \$75.00 per month to \$100.00 per month. This line item is critical to be able to continue to pay the current stipend to our firefighters in 2020. Currently our volunteers answer fire, EMS, and rescue calls 24 hours per day, 7 days per week, 365 days per year. The calls totaled 878 calls for service within the City of Marshfield in 2018. The same firefighters answered an additional 642 calls for service for the Marshfield Fire Protection District. Historically, responders are paid the same stipend amount by the District as they are by the City. It is anticipated that this will continue in fiscal year 2020. Marshfield Firefighters also train three Tuesdays per month from 6:30-10:00 and the Officers' meeting is held on the last Tuesday of every month. Over and above these regular meetings and trainings, responders attend special trainings which occur throughout the year. Marshfield Firefighters are also required to sign up for at least 2 nights (4 if EMS trained) per month to be on-call between the hours of 10 PM and 6 AM. This is necessary to ensure the covering of over-night calls. They are only compensated if they run the calls. This line item also includes the fees paid to our data entry clerk. The person holding this position is responsible for auditing the fire department's records of calls for service, training events, etc., as well as, other events for which firefighters receive compensation. These calls for service and other activities are entered into the department's data program (Fire Programs). The clerk is also responsible for the filing and maintaining of the hard copies of these records. The clerk is paid \$1,800.00 per year by the City. The Marshfield Fire Protection District pays the clerk an equivalent amount for work done for the district. I consider this portion of the line item as priority (1).</p>			
6017	Fees To Volunteers			\$	38,100	
		1	<p>Truck Expenses – This item refers to the portion of the budget that allows for the funding of the maintenance and repair of our vehicle fleet – items such as routine maintenance (oil changes, tire replacement, brakes, etc.) and necessary repairs required throughout the year. As you will note below, with a few exceptions, our vehicle fleet is getting older. As a result, their service age increases the maintenance expense required to keep them in service. This increasing age also elevates the possibility of major repairs such as apparatus pumps or engine rebuilds. This line item and its contents are of a critical priority in order to keep the fleet properly maintained and in safe operating order. I consider this line item priority (1)</p> <p>The Marshfield Fire Department fleet consists of:</p> <ul style="list-style-type: none"> • 2009 Ferrara 75' Ladder Truck/Quint • 2000 KME/International Fire Engine • 1992 Sutphen Fire Engine • 1998 International Heavy Rescue Truck • 1995 Chevy Rescue Truck (Shared with the District) 			
6020	Truck Expense			\$	11,000	
6021	Gas and Oil	1	<p>Gas and Oil - This item refers to the portion of the budget that allows for the purchase of fuel and fluids needed to operate the fleet and equipment during the year. This dollar amount is determined based on historical data and fuel price projections. This line item's priority should be considered as (1) critical</p>	\$	5,000	
6022	Maintenance Equipment	1	<p>Equipment Maintenance - This item refers to the portion of the budget that provides the necessary funding needed to maintain our equipment such as self-contained breathing apparatus (SCBAs), power tools, valves and appliances, pumps, sirens, emergency lighting, vehicle extrication equipment, SCBA batteries, and other equipment used for firefighting and department operations. This line item also provides funding to perform required fire hose and fire truck pump testing. This is required to ensure that the pumps are performing per specifications and our fire hoses are safe for use. This testing is also required to maintain our current Insurance Service Office (ISO) rating. This line item remains unchanged in the 2020 budget. In regards to priority, this line item should be considered as critical (1) in order to ensure that our firefighting equipment is maintained and safe for our firefighters to use.</p>	\$	7,500	

			<p>Computer Maintenance – This line item refers to the portion of the budget that provides the funding necessary for the maintenance, repair, replacement and technical support for the computers and computer equipment utilized within the department. The department maintains seven computers: Chiefs Office, Chiefs Laptop, EMS/Training Division (laptop shared with the District), Data Entry/Investigations, the Toughbook in the Chiefs vehicle, and Maintenance/Officers. These computers are essential to our efficient operation. The Chief's computer is used by the Chief for daily operations, administrative functions and data entry processing. The Training/EMS laptop is used by the training officers and EMS Officer for training records entry, EMS records entry, curriculum development and classroom presentations. The Data Entry/Investigations computer is used by the Data Entry Clerk to review all fire/EMS calls entered into the National Fire Incident Reporting system/Fire Programs. Our Fire Programs software is used to track all of our incident responses and training. Via this software, we are able to report incidents to the state for statistical purposes. This reporting is required to be eligible for federal grants. The Fire Programs software also tracks individual firefighter responses for the purpose of stipend payments. This computer is also used by our fire investigators for the purpose of creating and maintaining fire investigation reports. The maintenance/officers' computer is used to track and record the maintenance of all equipment, apparatus and inventories. It is also used by the officers of the department to manage the departmental functions for which they are responsible. Currently IT. (information technology) services cost approximately \$125.00/hour. In the 2020 budget I am requesting a \$3,000.00 increase in this line item in order to fund the replacement of two of the aforementioned computers. In 2019 it was noted by liberty technical solutions that these computers were in need of replacement due to their age and the need for them to be upgraded to Windows 10 software. In regards to priority, this line item should be considered critical (1) in order for our department to efficiently manage the data and records of the department. This line item will be partially reallocated to a different department in anticipation of the potential annexation by the Marshfield Fire Protection District in 2020.</p>		
6023	Computer Maintenance	1		\$ 5,100	\$1,000
6025	Maintenance Building	1	<p>Building Maintenance - This line item refers to the portion of the budget that allows for the funding necessary for maintaining our fire stations and pays for expenses such as light bulbs, overhead door repairs, painting, cleaning supplies, trash bags, flags, HVAC maintenance, etc.</p>	\$ 4,500	
	Access Control	2	<p>Access Control - In the 2020 budget I am requesting additional funds for an entry control system which would do away with the need for issuing keys to our personnel. Keys are easily forgotten or lost, and when a volunteer resigns or is terminated, it is sometimes difficult to get keys back. Further, it is never known if unauthorized copies of keys have been made. With a controlled entry system, all personnel would be issued an entry code eliminating the need for keys and eliminating the issue of getting keys back, etc. When a member resigns or is terminated, their entry code would be removed from the system. In 2018, this project was partially funded and was placed back into the budget request in 2019, however it was not funded. I am again requesting \$4,000.00 to complete the needed work. This portion of this line item should be considered priority (2)</p>	\$ 4,000	
6027	Radio Expense	1	<p>Radio Expense - This line item refers to the portion of the budget that allows for the funding needed for the purchase, repair, and replacement of our department's radio equipment. Currently we have on our roster 36 volunteer firefighters, 11 cadet firefighters, and 9 reserve firefighters. Each firefighter is assigned a portable radio and a radio pager in order for them to receive notice that we have been dispatched to an emergency call for service. The City and District jointly own these radios and pagers. This joint ownership is also true of our radio repeater tower that broadcasts our calls and allows us to properly communicate with each other and the 911 dispatch center. Due to the nature of our business, it is not unusual for radios to need repair or replacement as a result of age or damage. Good communication is essential for firefighters to serve the public and for firefighter safety. This item remains unchanged in 2020 and should be considered critical (1) as it is a life safety item.</p>	\$ 2,520	
6030	Legal	1	<p>Legal - This line item refers to the portion of the budget that allows funding for legal matters and questions of our city attorney involving policy or procedure. This line items remains unchanged in 2020. Please consider this line item a (1) priority.</p>	\$ 420	

		1	Insurance --This line item provides funding for the Fire Departments portion of the City's insurance coverage. This line item also includes our Volunteer Firefighters Insurance accident insurance for our volunteers to help fill the gap between what workers compensation pays an injured member and what he/she normally earns at his/her regular employment. This insurance pay-out compensates the member for lost wages while off work. This coverage applies if a member is injured while working for the fire department. VFIS coverage is very important because workers compensation only pays an average of \$40.00/week to an injured volunteer. This portion of this line item remains unchanged in 2020. However, the quote for 2020 is not available at the time this document is being written. This is a priority (1) item. This line item will be partially reallocated to a different department in anticipation of the potential annexation by the Marshfield Fire Protection District in 2020.																																												
6032	Insurance			\$	10,758																																										
		2	VFIS P&C - In the 2020 budget, I am requesting a \$5,271.00 increase in this line item to fund changing our current insurance provider to one specializing in covering the unique circumstances that exist in the volunteer fire service. One company that does this is "Volunteer Firemen's Insurance Services" (VFIS). It was discovered in 2019 that our current City insurance provider specifically excludes liability coverage for volunteer firefighters. In researching this issue with the VFIS insurance agent that services the Marshfield Fire Protection District, I was advised that VFIS (by the nature of their business) does not exclude volunteer firefighters from liability coverage. Another example of improved coverage under this type of insurance would be the loss of portable equipment (inland marine), under our current insurance provider, equipment such as fire hose, turn-out gear, and any other loose equipment must be individually listed for coverage. This became an issue a few years ago when several hundred feet of firefighting hose and several sets of turn-out gear were damaged or destroyed due to exposure to a large amount of motor oil while fighting a fire. Since only a small amount of our hose and turn-out gear were listed, coverage was not fully available. Under VFIS insurance, loose equipment is covered in blanket fashion and therefore does not need to be individually listed for coverage. There are many other advantages to this type of coverage that would improve the protection for both the City and our firefighters. If you desire, I can elaborate further at the finance committee meeting regarding this item. The proposed change in this line item is considered priority (2)	\$	5,271																																										
	VFIS P & C																																														
6033	Postage	1	Postage - This line item refers to the portion of the budget that allows funding of expenses incurred for mail service such as normal departmental correspondence, sending of equipment for repair, mailing payments for invoices by the accounting department to vendors, etc. This line item remains unchanged and is a high (1) priority item. It is necessary for administrative/daily operations. This line item will be partially reallocated to a different department in anticipation of the potential annexation by the Marshfield Fire Protection District in 2020.	\$	204																																										
		2	Custodial Services -- This line item was discontinued in 2014 in the budget review process as a cost savings measure and the work has been performed by paid/volunteer staff for the last three years. As has been described in past budgets and other line items in this budget, the work load for our volunteers is very high. Our volunteers and myself, as the paid Fire Chief, answered 878 calls for emergency service last year in the City and an additional 642 calls for service for the Marshfield Fire Protection District. The same volunteers and Chief also participated in approximately 452 hours of training, along with a long list of other meetings and events throughout the year. In my opinion, anything we can do to lower the time expectations on our volunteers will help. We need to slow down the inevitable burn out that often occurs with volunteers as they face time pressures created by family, work, and volunteer firefighter responsibilities. I see reinstating the funding for custodial services as an area we can help with this. In 2020, I am requesting \$1,200.00 to provide funds to employ the services of a bi-weekly custodian or custodial service to clean station #1. Please consider this line item as priority (2)	\$	1,200																																										
6034	Custodian Fee				\$16																																										
		1	Office Supplies - This line item refers to the portion of the budget that allows funding for items such as copier paper, toner, writing utensils, telephones, file folders, staples, paper clips, binders, printing costs, file cabinets, office furniture, and related items. I consider this line item as priority (1) as these are necessary items run the office. This line item will be partially reallocated to a different department in anticipation of the potential annexation by the Marshfield Fire Protection District in 2020.	\$	5,000																																										
6040	Office Supplies				\$473																																										
			Supplies -- This line item refers to the portion of the budget that allows funding of essential supplies including, but not limited to, turn-out gear, helmets, gloves, boots, nozzles, hose, etc. I consider this portion of this line items as priority (1). FIRE: GENERAL SUPPLIES																																												
			<table border="0"> <tr> <td>Shirts/FT Uniforms</td> <td>Uniform Budget</td> <td></td> </tr> <tr> <td>Gloves</td> <td>\$</td> <td>650.00</td> </tr> <tr> <td>Helmets</td> <td>\$</td> <td>600.00</td> </tr> <tr> <td>Nomex Hoods</td> <td>\$</td> <td>200.00</td> </tr> <tr> <td>SCBA - Maintenance</td> <td>Maint. Budget</td> <td></td> </tr> <tr> <td>Badges/Brass/Decals</td> <td>\$</td> <td>400.00</td> </tr> <tr> <td>Light Bulbs: Flood/Flashlights</td> <td>\$</td> <td>200.00</td> </tr> <tr> <td>Safety Tape</td> <td>\$</td> <td>50.00</td> </tr> <tr> <td>Flashlights -- Three</td> <td>\$</td> <td>400.00</td> </tr> <tr> <td>SCBA Cleaner</td> <td>\$</td> <td>100.00</td> </tr> <tr> <td>Helmet Shields</td> <td>\$</td> <td>400.00</td> </tr> <tr> <td>Reflective Vests</td> <td>\$</td> <td>100.00</td> </tr> <tr> <td>SCBA Hydro Testing</td> <td>Maint. Budget</td> <td></td> </tr> <tr> <td>Hose</td> <td>\$</td> <td>950.00</td> </tr> </table>	Shirts/FT Uniforms	Uniform Budget		Gloves	\$	650.00	Helmets	\$	600.00	Nomex Hoods	\$	200.00	SCBA - Maintenance	Maint. Budget		Badges/Brass/Decals	\$	400.00	Light Bulbs: Flood/Flashlights	\$	200.00	Safety Tape	\$	50.00	Flashlights -- Three	\$	400.00	SCBA Cleaner	\$	100.00	Helmet Shields	\$	400.00	Reflective Vests	\$	100.00	SCBA Hydro Testing	Maint. Budget		Hose	\$	950.00		
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		1	<p>Foam and Gear Cleaner \$ 550.00</p> <p>Air Quality Tests Maint. Budget</p> <p>Bunker Gear \$ 5000.00</p> <p>Rehab Supplies \$ 500.00</p> <p>AED \$ 0.00</p> <p>ISO Hose Testing Equip. Maint Budget</p> <p>Fire Boots \$ 950.00</p> <p>Fire ground tools \$ 6,100.00</p> <p>Misc. Supplies \$ 450.00</p> <p>TOTAL \$ 17,600.00</p>		
6045	Supplies			\$	15,000
		2	<p>Intake Valves - In the 2020 budget I am requesting additional funds in the amount of \$2,600.00 to outfit two of our fire engines with butterfly style water intake valves. These valves would improve our ability to mutual aid with other departments, including the Marshfield Fire Protection District, provide for uniformity, and improve water access efficiency when hydrant access is not available. I consider this portion of this line items as priority (2)</p>	\$	2,600
6050	Utilities	1	<p>Utilities - This item refers to the portion of the budget that allows funding of our expense for electricity and propane gas service to our fire stations. Station #1 has propane heat in the offices and truck bays as well as a propane powered back-up generator. This is a critical item to our operations and should be considered priority (1).</p>	\$	9,000
6051	Telephone	1	<p>Telephone- This item refers to the portion of the budget that allows funding for CenturyLink telephone service at fire station # 1. This is an essential expense in order to conduct day-to-day business such as phone use and facsimile. This line item also funds our Mediacom internet service, basic cable television service, mobile data and station security monitoring. Our internet service is needed in order to conduct day-to-day business such as emails and data entry. Basic cable is used primarily for weather and news and is necessary because fire station #1 is also the city's emergency operations center (EOC) for the city's emergency management department. In the 2020 budget I am requesting an additional \$540.00 to fund the LTE data plan for the Chiefs laptop purchased in 2019. This is a critical item to our operations and should be considered priority (1)</p>	\$	4,050
6051	Security Monitoring	0			\$6
6060	Grounds Maintenance	1	<p>Mowing Contract</p>	\$	600
6062	Capital Exp. Maint	N/A	<p>Capital Expenditure Maintenance - This line item is not budgeted in 2020.</p>		
6069	Uniform	1	<p>Uniform - This line item refers to the portion of the budget that allows funding for the uniform service used by the City to maintain the clothing worn by the Fire Chief while on-duty. This line item also funds the uniform shirts worn by our volunteer firefighters and the Class A uniforms worn by fire officers. In the 2020 budget I am requesting an additional \$1,500.00 in this line item to fund the Class C uniform t-shirts for our volunteers, currently these are being purchased by the firefighters, under this proposal, the department would purchase up to (3) shirts per year for each volunteer. This proposal would accomplish two objectives. First, it would remove the financial burden from the volunteers. Second, it would grant the department control of these shirts once a firefighter quits or is terminated. We have had problems in the past with former volunteers wearing these shirts while engaging in inappropriate behavior, reflecting poorly on the department. These shirts are the most commonly worn department attire by our volunteers and are mandatory for certain events. I consider this line item priority (1).</p>	\$	3,000
6070	Meeting and Lodging	N/A	<p>Meetings and lodging- Not budgeted in 2020.</p>	\$	-
6071	Dues & Subscriptions	1	<p>Dues and Subscriptions - This line item refers to the portion of the budget that allows for funding to maintain our current standing with professional organizations such as the National Fire Protection Association, Missouri Firefighters Association, and other organizations that support the fire service in areas of training, safety, and professional development. This line item also pays for our Active 911 subscription our firefighters currently use. This service allows firefighters to receive details from the Webster County 911 Center computer-aided dispatch system (CAD) on their cellular phones and via the Internet. This expense is split with the District. This request remains unchanged in 2020 and is considered priority (1). This line item will be partially reallocated to a different department in anticipation of the potential annexation by the Marshfield Fire Protection District in 2020.</p>	\$	660
6072	Trash	1	<p>Trash- This line item refers to the portion of the budget that allows funding for trash service at station #1. We have one dumpster located at fire station #1. This request remains unchanged in 2020 and is considered priority (1).</p>	\$	560
6073	Publications	1	<p>Publications- This line item refers to the portion of the budget that pays for code updates and reference materials used for code enforcement and needed technical data. This line item remains unchanged in 2020 and is considered priority (1). It is essential for the maintenance of our code references. This line item will be partially reallocated to a different department in anticipation of the potential annexation by the Marshfield Fire Protection District in 2020.</p>	\$	270
				\$	\$122

		1	Training and Safety – This line item refers to the portion of the budget that allows funding of continuing education programs for our training and safety staff. We currently have 13 fire service instructors certified by the Missouri Division of Fire Safety. These instructors are utilized as we provide in-house fire and EMS training. These instructors must accrue 24 hours of continuing education every 3 years in order to maintain their certification. Therefore, each of them must attend at least one continuing education conference every 3 years. This is critical to our ability to keep our firefighters well trained. This line item remains unchanged in 2020 and is a high priority (1).		
6075	Training and Safety			\$	1,000
6076	Unemployment	N/A	Budgeted by Administration		
		1	Emergency Management – This line item refers to the portion of the budget that allows funding for a cooperative agreement/contract that exists among the cities within Webster County (including Marshfield) and Webster County itself. This cooperative agreement called for each city to pay a portion of the County's Emergency Management Director's salary each year. The funding of this cooperative agreement helps to secure that the City of Marshfield will receive emergency management assistance from the Webster County Emergency Management Office. This assistance comes in the form of the emergency management office maintaining the emergency operations plan; assistance in the completion of state and federal paperwork; operational assistance in the event of emergencies; access to county, state, and federal resources, etc. This line item is essential to maintain this cooperative agreement and to ensure that the city's emergency management staff stays current in their training. Therefore, this item is considered high (1) priority. This amount of this line item remains unchanged in 2020, however will be partially reallocated to a different department in anticipation of the potential annexation by the Marshfield Fire Protection District in 2020.		
6077	Emergency Management			\$	9,000
6079	Misc.	N/A	Misc. – This line item is not budgeted in 2020.	\$	-
		1	Code Enforcement - This item refers to the portion of the budget that allows funding for fire code enforcement-related expenses such as printed materials (permits, citations, etc.). This line item remains unchanged and is a priority (1).	\$	108
6095	Code Enforcement				
		1	Public Relations - This line item refers to the portion of the budget that allows for funding of purchasing materials and other costs related to both fire department public relations activities and fire safety education for the public. With these funds, we purchase the public education materials for our events during Fire Safety Week in October each year. During Fire Safety Week, volunteer fire personnel visit our elementary schools and hand out fire safety materials to the children of our community. They are given coloring books, pencils, fire safety publications, fire safety stickers, etc. Our firefighters conduct an all-school assembly at the elementary schools where children are taught basic fire safety including "stop, drop, and roll", smoke detector maintenance, what to do in case of a fire, etc. During this week, we also have an open house at fire station # 1 that kids and their parents from across our community are invited to attend. At our open house, publications and hand-outs are available for the kids and their parents. This line item also funds the purchase of needed volunteer firefighter recruitment materials and events throughout the year. In my opinion, the school program is a very important activity that we perform, and recruitment is essential to a volunteer fire department's survival. This line item also supports our smoke detector program that allows funding for smoke detectors and/or batteries to be given to residents that cannot afford to purchase smoke detectors or replace the batteries in existing detectors. For 2020 I am requesting an additional \$2,300.00 to replace the Sparky the Fire Dog mascot costume used throughout all of our fire safety events each year, the costume was originally purchased in 2005 and is worn out and in poor repair. I consider this item as a high (1) priority.	\$	3,800
6096	Public Relations				
		1	Software Support - This item refers to the portion of the budget that allows for the funding required for the annual support fees (split with the Fire Protection District) for our Fire Programs computer software. "Fire Programs" is software that is used to track and generate reports on all calls for service and then reports them to the National Fire Incident Reporting System (required to be eligible for federal grants). The software also tracks our personnel records, training records, equipment maintenance records, and department asset inventories. This software is essential to our records management and therefore is considered a high (1) priority.	\$	1,218
6231	Software Support				
		2	Records Management - In 2020 I am requesting to upgrade our reporting system by adding records management. This will create an interface between the Webster County 911 computer-aided dispatch system and our Fire Programs incident reporting and department management software. This will allow for more efficient, and most importantly more accurate reporting of emergency incidents responded to by Marshfield Fire Department and Marshfield Fire Protections District. This project was presented to the Fire Protection District during their budget process and the board approved to pay for 50 percent of the project in the 2019 budget, however the project was not approved in the City's 2019 budget and therefore not completed. With that being said I intend to present this to the Fire Protection District board again this year during their budget process. The total cost is \$7000.00 and with the cost being split results in a \$3,500.00 line item increase in 2020. This service also has an annual support fee of \$625.00, which upon approval of both organizations would also be split resulting in a \$312.50 annual on-going expense. This portion of this request would be considered priority (2).	\$	3,507
6301	Records Management				
	Professional Services	0			

6401	Supplies Medical	1	<p>Medical Supplies - This line item refers to the portion of the budget that provides funds to purchase EMS (emergency medical services) supplies. Our department provides emergency medical first response to citizens (patients) in our community. We provide both basic life support and advanced life support services. These services are provided by licensed/certified EMS personnel. Marshfield Fire Department is one of the few communities that are licensed by the Missouri Department of Health as an Emergency Medical Response Agency. Currently we have 5 paramedics, 11 EMT's, 2 RN's and 20 First Responders on the department. EMS calls account for approximately 72% of our overall call volume. We have an agreement with Cox Health EMS Ambulance of Webster County to supply Marshfield Fire Department and it personnel with the perishable/disposable supplies (except gloves) that it needs to provide EMS services. However, other necessary medical equipment such as medical-grade oxygen tanks and regulators, blood pressure cuffs, stethoscopes, equipment bags, monitors/AEDs are not provided by Cox Health. Our fire department is responsible for the purchase and maintenance of these items. This line item is considered a high (1) priority item and is critical to our operation. The funding of this line item is essential (critical) for us to keep our apparatus and personnel stocked with the equipment necessary to perform this function.</p>	\$	2,016
6621	Capital Exp Equip Purch	Multi	<p>Capital Expenditure Purchases - This line item refers to the portion of the budget that provides for the funding of items expected to be used beyond the current budget year. That is to say, the items have a useful life of greater than one year. In 2020, I am requesting the following capital projects to be funded (see items below):</p>	\$	385,500
	Fire House Construction	2	<p>Firehouse Construction – Historically, reserve funds had been set aside on a yearly basis to help with the funding of new fire stations and fire apparatus. Following the budget issues of 2012, those reserve funds were eliminated. In 2018 the firehouse located on Marshall Street (formerly Station #1) was sold to the county. Prior to this, the city was allowed to house one fire engine in the District's station #2 located on McVay Street. However, after the sale of Station #1, the Marshfield Fire Protection District did not have enough space to house its own fire apparatus needed in the City. The District was forced to use the space that the City engine occupied in Fire Station #2. This resulted in the cities engine being moved to the water maintenance building also on McVay Street. Currently we do not have a city fire station to cover the North and East areas of Marshfield which leaves many homes, businesses, and churches without a nearby fire station. These geographic areas also include some critical infrastructure such as the Marshfield Schools. Currently the City of Marshfield has one city firehouse located at 521 S. Prairie Lane in the Industrial Park.</p> <p>For these reasons, I am requesting \$350,000 to replace the old station #1. This budget amount is based on a 3 bay fire station built on a similar plan to District Fire Station # 6 located at 6979 State Highway A. This would provide increased coverage to the areas described above. It is my understanding that the city has acquired some property in the Northeast area of town for a pool and activity center. If enough room exists on this property, this would be an ideal location for a new fire station. Please consider this item as a (1) priority.</p>	\$	350,000
	Fire Truck Reserve	3	<p>Fire Apparatus Reserve Fund – Historically, funds have been set aside on an annual basis to help with funding fire apparatus. Following the budget issues of 2012, those funds no longer exist. I am requesting \$10,000 be set aside for future apparatus purchases. Fire apparatus are considered to have a 20-year life. With this in mind, we see the potential of having to replace one fire engine and the need to “remount” or replace our city’s heavy rescue truck within the next 3-5 years. To “remount our rescue truck” means that we would need to remove the cab and chassis of the existing truck and replace it. The box portion of the truck that sits on the chase would not need to be replaced for some years after that, but would however need some work. We also learned in the ISO inspections that occurred in 2018, that we are in need of a third City fire engine to adequately cover the City per ISO standards. Currently, it would cost approximately \$360,000 to purchase a new fire engine. Please consider this item as a priority (3).</p>	\$	10,000
	Breathing Air Compressor	2	<p>Breathing Air Compressor - In 2017, the Marshfield Fire Department received funding to replace our Self-Contained Breathing Apparatus (SCBAs) and to upgrade the air storage tanks for our SCBA fill station. The new SCBAs we received operate at a higher pressure than our previous ones did. For this reason, we need to replace the compressor portion of our fill station. Currently we are limited in how many tanks we can fill before we must refill the storage tanks which, in many cases, significantly slows our “return to service” time. This could potentially cause us not to have enough air for our SCBAs in the event of a large fire or multiple fires in a short time frame. This situation also exists in a similar manner on our mobile air system that is aboard Rescue One, in that, the air tanks still need to be replaced as was done with the fill station. I plan to address this in the 2021 budget. Please consider this item priority (2).</p>	\$	25,500
	Turnout Gear Dryer		Not Budgeted in 2020		
	Capital Exp Equip Purch	N/A	Capital Exp Equip Purchase - Not budgeted in 2020	\$	-
6626	Fire Truck Lease	N/A	Fire Truck Lease – Not budgeted in 2020	\$	-
6633	Training Cntr Wal Grant	N/A	Training Center Grant (Walmart) – Not budgeted in 2020	\$	-

		1	EMT Training Class - This line item refers to monies received from students who attend our annual Emergency Medical Technician class that we teach. Marshfield Fire Department is one of the few fire departments in the area that are accredited by the Missouri Department of Health to teach EMT classes and other emergency medical services courses. You will note that in the revenue section of this budget, a revenue line item also titled EMT training class is present. These line items provide an avenue for monies from students to come into and be distributed out of the budget for the purposes of purchasing books, paying instructors, etc. In the 2020 budget I am requesting a \$1,000.00 increase in this line item. In 2019 MFD instructed an EMT class and due to the cost increase in materials and supplies, this line items budgeted amount was exceeded. This line item is budget neutral and should be considered priority 1. This line item will be reallocated to a different department in anticipation of the potential annexation by the Marshfield Fire Protection District in 2020.		
6645	EMT Training Class			\$	8,000
6726	Equipment Lease	N/A	Equipment Lease - Not budgeted in 2020	\$	-
				\$	
		1	Fire Training - This line item refers to the portion of the budget that funds the training programs and equipment for the firefighters and officers. This would include in-house fire training programs; state certified firefighter 1&2 programs, basic firefighter certification programs, hazardous materials training, apparatus driver training programs, along with University of Missouri and Missouri Division of Fire Safety programs and more. Be it known that this line item deals with the training and safety of our personnel. I consider it to be a life safety issue and therefore a high priority (1). I am not requesting any change in this line item in 2020.		
6749	Training - Fire			\$	6,000
				\$	
		1	Medical Training - This item refers to the portion of the budget that provides for funding of EMS (Emergency Medical Services) training programs such as Emergency Medical First Responder courses and continuing education for our EMS providers. Currently we have 5 paramedics, 11 EMT's, 2 RN's and 20 First Responders. EMS calls for service equal approximately 72% of our overall call volume. In the 2020 budget I am requesting an additional \$650.00 to fund the purchase of American Heart Association compliant CPR manikins. In 2019 the AHA changed its guidelines regarding the design of CPR manikins, this action made our current manikins non-compliant. This situation leaves our department unable to teach CPR to our EMS personnel in order for them to maintain their certifications and unable to provide the mandatory CPR training to our firefighters on an annual basis. This line item should be considered priority (1).		
6751	Training - Medical			\$	2,650
				\$	
		1	Fire Marshal/Fire Investigators Expense - This item refers to the portion of the budget that allows for the funding of continuing education and re-certification of our fire investigators. Currently we have a total of (6) state certified Fire Investigators within the Department. To remain current in their certifications, our investigators must attend at least one conference every two years. These trainings are put on by the Missouri Division of Fire Safety and occur annually. This line item also funds the cost for our investigators to maintain their memberships in the International Association of Arson Investigators. In the 2020 budget I am requesting a \$25.00 increase in this line item. This increase is due to a price increase in the annual conference fee. This item should be considered a high (1) priority.		
6752	Recert/Fire Marshall			\$	675
				\$	
		1	Criminal Record Check - This item refers to the portion of the budget that allows for the funding for criminal record checks and driving history investigations regarding volunteer firefighter applicants. This line item is very important to help ensure that the volunteers we approve are of good character and without serious criminal history. We are actively recruiting and we expect this to continue through much of 2020. This item remains unchanged in 2020 and should be considered a high (1) priority.		
6971	Criminal Record Check			\$	354
				\$	
			Total Expenditures	\$	682,163
				\$	18,584
			Net	\$	(672,799)
				\$	(9,220)

Fire Department 2020 Budget						
Description	2019 Budget	Priority 1	Priority 2	Priority 3	Total	2020 Proposed Budget
Wages	\$ 53,040	\$ 54,101	\$ 5,410		\$ 59,511	\$ 54,101
Wages - Admin	\$ 561	\$ 572			\$ 572	\$ 572
Wages - Part-time			\$ 16,386		\$ 16,386	-
Payroll Taxes	\$ 4,058	\$ 7,053	\$ 1,579		\$ 8,632	\$ 7,053
Payroll Taxes - Admin	\$ 43	\$ 44			\$ 44	\$ 44
Group Insurance	\$ 17,145	\$ 18,050			\$ 18,050	\$ 18,050
Group Ins. - Admin	\$ 171	\$ 180			\$ 180	\$ 180
LAGERS	\$ 6,206	\$ 6,276	\$ 627		\$ 6,903	\$ 6,276
LAGERS - Admin	\$ 77	\$ 84			\$ 84	\$ 84
Worker's Compensation	\$ 3,427	\$ 3,502	\$ 349		\$ 3,851	\$ 3,502
Work Comp - Admin	\$ 1	\$ 1			\$ 1	\$ 1
Work Comp - Volunteers	\$ 7,794	\$ 7,808			\$ 7,808	\$ 7,808
Fees To Volunteers	\$ 37,140	\$ 38,100			\$ 38,100	\$ 38,100
Truck Expense	\$ 11,000	\$ 11,000			\$ 11,000	\$ 11,000
Gas and Oil	\$ 5,000	\$ 5,000			\$ 5,000	\$ 5,000
Maintenance Equipment	\$ 7,500	\$ 7,500			\$ 7,500	\$ 7,500
Computer Maintenance	\$ 2,100	\$ 5,100			\$ 5,100	\$ 5,100
Maintenance Building	\$ 5,852	\$ 4,500	\$ 4,000		\$ 8,500	\$ 4,500
Radio Expense	\$ 2,520	\$ 2,520			\$ 2,520	\$ 2,520
Legal	\$ 420	\$ 420			\$ 420	\$ 420
Insurance	\$ 10,055	\$ 10,758	\$ 5,271		\$ 16,029	\$ 10,758
Postage	\$ 204	\$ 204			\$ 204	\$ 204
Custodian Fee			\$ 1,200		\$ 1,200	-
Office Supplies	\$ 5,000	\$ 5,000			\$ 5,000	\$ 5,000
Supplies	\$ 15,000	\$ 15,000	\$ 2,600		\$ 17,600	\$ 15,000
Utilities	\$ 9,000	\$ 9,000			\$ 9,000	\$ 9,000
Telephone	\$ 3,504	\$ 4,050			\$ 4,050	\$ 4,050
Grounds Maintenance	\$ 600	\$ 600			\$ 600	\$ 600
Capital Exp. Maint.					\$ -	\$ -
Uniform	\$ 1,500	\$ 3,000			\$ 3,000	\$ 3,000
Meeting and Lodging					\$ -	\$ -
Dues & Subscriptions	\$ 660	\$ 660			\$ 660	\$ 660
Trash	\$ 560	\$ 560			\$ 560	\$ 560
Publications	\$ 270	\$ 270			\$ 270	\$ 270
Training and Safety	\$ 1,000	\$ 1,000			\$ 1,000	\$ 1,000
Unemployment					\$ -	\$ -
Emergency Management	\$ 9,000	\$ 9,000			\$ 9,000	\$ 9,000
Misc.					\$ -	\$ -
Code Enforcement	\$ 108	\$ 108			\$ 108	\$ 108
Public Relations	\$ 1,500	\$ 3,800			\$ 3,800	\$ 3,800
Software Support	\$ 1,206	\$ 1,218	\$ 3,507		\$ 4,725	\$ 1,218
Professional Services					\$ -	\$ -
WC Injury City Paid					\$ -	\$ -
Supplies Medical	\$ 3,616	\$ 2,016			\$ 2,016	\$ 2,016
Security					\$ -	\$ -
Capital Expenditure Purchase			\$ 375,500	\$ 10,000	\$ 385,500	\$ -
Capital Exp Equip Purch					\$ -	\$ -
Fire Truck Lease					\$ -	\$ -
Training Center Wal Grant					\$ -	\$ -
EMT Training Class	\$ 7,000	\$ 8,000			\$ 8,000	\$ 8,000
Equipment Lease					\$ -	\$ -
Training - Fire	\$ 6,000	\$ 6,000			\$ 6,000	\$ 6,000
Training - Medical	\$ 2,000	\$ 2,650			\$ 2,650	\$ 2,650
Recert/Fire Marshall	\$ 650	\$ 675			\$ 675	\$ 675
Criminal Record Check	\$ 354	\$ 354			\$ 354	\$ 354
TOTAL	\$ 242,840	\$ 255,734	\$ 416,429	\$ 10,000	\$ 682,163	\$ 255,734

Building Regulations Department 11-20

<i>REVENUES</i>		<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>	<i>%</i>
4120	Building Permits	\$ 25,872	\$ 20,000	\$ 35,819	\$ 25,000	\$ 25,000	\$ 25,000	0.00%
4125	Blighted Properties	\$ 2,666	\$ 2,300	\$ 388	\$ 200			
	Engineering Review						\$ 1,500	100.00%
4380	Misc							
4390	Insurance Claim Payments			\$ 258				
4541	Anthem Insurance Rebate	\$ 485		\$ 293			\$ 389	
Subtotal		\$ 29,024	\$ 22,300	\$ 36,757	\$ 25,200	\$ 25,000	\$ 26,889	7.56%
Surplus (Deficit) to balance		\$ (33,868)	\$ (69,373)	\$ (33,575)	\$ (69,820)	\$ (105,869)	\$ (107,628)	1.66%
TOTAL		\$ 62,891	\$ 91,673	\$ 70,332	\$ 95,020	\$ 130,869	\$ 134,517	2.79%

<i>OPERATING EXPENDITURES</i>		<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>	<i>%</i>
6010	Wages		\$ 43,197		\$ -		\$ 38,995	
	Wages - Admin	\$ 26,934	\$ 2,230	\$ 2,191	\$ 2,378	\$ 34,670	\$ 2,518	19.74%
6011	Payroll Taxes		\$ 3,305		\$ -		\$ 2,983	
	Payroll Taxes - Admin	\$ 2,063	\$ 171	\$ 166	\$ 182	\$ 2,652	\$ 193	19.74%
6012	Group Insurance		\$ 16,295		\$ -		\$ 10,908	
	Group Ins. - Admin	\$ 874	\$ 979	\$ 976	\$ 1,026	\$ 11,887	\$ 1,080	0.86%
6013	LAGERS		\$ 5,486		\$ -		\$ 5,732	
	LAGERS - Admin	\$ 242	\$ 283	\$ 272	\$ 326	\$ 324	\$ 370	1785.87%
6014	Worker's Compensation		\$ 2,050		\$ 1,799		\$ 1,794	
	Work Comp - Admin	\$ (818)	\$ 6	\$ 1,236	\$ 5	\$ 1,208	\$ 5	48.89%
6020	Auto & Truck Expense	\$ 79	\$ 600		\$ 600	\$ 750	\$ 1,500	100.00%
6021	Gas and Oil	\$ 101	\$ 300	\$ 212	\$ 300	\$ 1,200	\$ 3,000	150.00%
6023	Computer Maintenance	\$ 2,532	\$ 900	\$ 1,907	\$ 1,000	\$ 650	\$ 1,000	53.85%
6030	Legal	\$ 1,304	\$ 2,100	\$ 988	\$ 1,500	\$ 2,300	\$ 3,000	30.43%
6031	Engineering	\$ 3,174		\$ 5,359			\$ 7,000	
6032	Insurance	\$ 1,251	\$ 1,364	\$ 1,364	\$ 1,340	\$ 1,344	\$ 1,433	6.67%
6033	Postage	\$ 289	\$ 900	\$ 454	\$ 900	\$ 450	\$ 900	100.00%
6040	Office Supplies	\$ 56	\$ 250	\$ 104	\$ 1,000	\$ 800	\$ 1,000	25.00%
6045	General Supplies	\$ 888	\$ 2,250	\$ 1,153	\$ 1,000	\$ 800	\$ 1,000	25.00%
6051	Telephone	\$ 626	\$ 627	\$ 765	\$ 1,100	\$ 1,200	\$ 1,300	8.33%
6062	Capital Expenditures							
6071	Dues/Subscriptions	\$ 149	\$ 135	\$ 149	\$ 135	\$ 135	\$ 200	48.15%
6072	Trash	\$ 12						
6073	Publications	\$ 1,153	\$ 1,500	\$ 480	\$ 1,500	\$ 1,800	\$ 1,500	-16.67%
6075	Training and safety	\$ 228	\$ 400	\$ 81	\$ 400	\$ 400	\$ 1,000	150.00%
6076	Unemployment							
6079	Misc.	\$ 503	\$ 500	\$ 335	\$ 500	\$ -	\$ 500	
6125	Blighted Properties Expense	\$ 19,205	\$ 2,500	\$ 2,152	\$ 1,000	\$ -	\$ 2,500	
6231	Software Support	\$ 2,047	\$ 2,400	\$ 2,178	\$ 5,029	\$ 2,000	\$ 3,104	55.20%
6232	Software Purchase							
6301	Professional Services			\$ 47,002	\$ 72,000	\$ 66,300	\$ 40,000	-39.67%
6323	WC Injury City Paid							
6511	Security		\$ 206					
6611	Capital Expenditure Purchase			\$ 366				
6626	Equipment Lease							
Subtotal		\$ 62,891	\$ 90,933	\$ 69,892	\$ 95,020	\$ 130,869	\$ 134,517	2.79%

<i>CAPITAL EXPENDITURES</i>								
	Vehicle Purchase							
611	Network Server		\$ 740	\$ 440				
Subtotal		\$ -	\$ 740	\$ 440	\$ -	\$ -	\$ -	

TOTAL EXPENDITURES		\$ 62,891	\$ 91,673	\$ 70,332	\$ 95,020	\$ 130,869	\$ 134,517	2.79%
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Adopted
11/21/2019

Building Regulations

Line Item	Line Item Description	Priority	Request Detail	2020 Proposed Budget Amount
4120	Building Permits		Revenue from building permits.	\$ 25,000
4125	Blighted Properties		Revenue for reimbursement of mowing blighted properties either directly or as a property tax lien.	
	Engineering Review		Engineering review - a pass through for engineering review for new construction.	\$ 1,500
4410	Emp Insurance Reimb		Employee insurance reimbursement, last used in 2012.	
4430	Misc. Revenues			
4541	Anthem Insurance Rebate		A result of the medical loss ratio (MLR), which is part of the Affordable Care Act (ACA). MLR is that a certain percentage of premium dollars must be used for medical claims and programs that improve the quality of health care and not for administrative expenses. Based on the Finance Committee's recommendations, the Anthem Health Insurance Rebate is budgeted for 2020 based on the average of the last two years.	\$ 389
			Total Revenues	\$ 26,889
6010	Wages	1	Full-time building inspector / code enforcer	\$ 38,995
	Wages - Admin	1		\$ 2,518
6011	Payroll Taxes	1	Full-time building inspector / code enforcer	\$ 2,983
	Payroll Taxes - Admin	1		\$ 193
6012	Group Insurance	1	Full-time building inspector / code enforcer	\$ 10,908
	Group Ins. - Admin			\$ 1,080
6013	LAGERS	1	Full-time building inspector / code enforcer	\$ 5,732
	LAGERS - Admin	1		\$ 370
6014	Work Comp	1	Full-time building inspector / code enforcer	\$ 1,794
	Work Comp - Admin	1		\$ 5
6020	Auto Expense	1	Funds paid to maintain a vehicle for the inspection staff to include routine maintenance, oil changes, lubes, flat repairs, batteries, light bulbs, hoses and alignments. Need to replace tires in early 2020	\$ 1,500
6021	Gas and Oil	1	Due to the hiring of a full time Code Official, continuous inspection of property throughout the City as requested by Mayor and Board of Alderman.	\$ 3,000
6023	Computer Maintenance	1	Funding to maintain and repair department computers including the percentages of costs for maintenance and repair of server for Network.	\$ 1,000
6030	Legal	1	Funding for attorney to write and review proposed ordinances, public notices, and advice.	\$ 3,000
6031	Engineering		Reviews for new construction, \$1,500 is budgeted as revenue to cover these costs. City of Marshfield has some stormwater ordinances, but they are outdated. \$5,500 for review and amendments would bring the City up to current standards and practices.	\$ 7,000
6032	Insurance	1	Insurance for vehicle	\$ 1,433
6033	Postage	1	Funding for allocation of funds for the postage machine and Notice of Violation certified letters.	\$ 900
6040	Office Supplies	1	Funds for chairs, desks, paper, pens, binders, copy paper, paper clips, post it notes, forms, staplers, ink cartridges.	\$ 1,000
6045	General Supplies	1	Funding for NOV forms, permit forms, maps, receipt books, purchase order books, signs, and to pay for share of copier office expense.	\$ 1,000
6051	Telephone	1	Funds for cell phone and allocation of phone rental and PBX.	\$ 1,300
6062	Capital Expenditures			
6071	Dues/Subscriptions	1	Funds ICC, MABOI and FMAM membership dues	\$ 200
6073	Publications	1	Funding for public hearing notices, financial statements, code books and etc..	\$ 1,500
6075	Training and safety	1	Funds for PPE gear, training classes for certifications and conferences.	\$ 1,000
6076	Unemployment			
6079	Misc.	1	Funds to cover refunds on permits and other misc. items	\$ 500
6125	Blighted Properties		Contract for mowing blighted properties.	\$ 2,500
6231	Software Support	1	Dude Solutions for permits and licenses and GIS annual fee.	\$ 3,104
6231	Software Support	2	SmartGov - permits, plan reviews, inspections, code enforcement and licensing.	\$ 5,171
6231	Software Support	2	Upgrade Mobile 311 to Asset Essentials - initiate, assign and track the progress of maintenance work orders; manage assets and equipment for all properties with advanced mobile and GIS capabilities, develop advanced workflows with preventive maintenance scheduling and manage inventory.	\$ 2,045
6301	Professional Services	1	Planning & Zoning Commission Consultant Advisory Services	\$ 40,000
6323	WC Injury City Paid			
6045	General Supplies	2	3 full Sets updated building code books at \$1500.00 each. Would like to gain Certification in the updated ICC Codes	\$ 4,500
6030	Legal	2	Review possible changes/updates to ordinances. After reviewing ordinances, some appear to be vague in there definition or would like to update/change others. (Garage Sales)	\$ 1,000
6611	Capital Expenditure Purch		New City Hall remodel allocation	
			Total Expenditures	\$ 147,231
			Net	\$ (120,342)

Building Regulations Department 2020 Budget

	2019 Budget	Priority 1	Priority 2	Priority 3	Total	2020 Proposed Budget
Wages		\$ 38,995			\$ 38,995	\$ 38,995
Wages - Admin	\$ 2,378	\$ 2,518			\$ 2,518	\$ 2,518
Payroll Taxes		\$ 2,983			\$ 2,983	\$ 2,983
Payroll Taxes - Admin	\$ 182	\$ 193			\$ 193	\$ 193
Group Insurance		\$ 10,908			\$ 10,908	\$ 10,908
Group Ins. - Admin	\$ 1,026	\$ 1,080			\$ 1,080	\$ 1,080
LAGERS		\$ 5,732			\$ 5,732	\$ 5,732
LAGERS - Admin	\$ 326	\$ 370			\$ 370	\$ 370
Worker's Compensation	\$ 1,799	\$ 1,794			\$ 1,794	\$ 1,794
Work Comp - Admin	\$ 5	\$ 5			\$ 5	\$ 5
Auto & Truck Expense	\$ 600	\$ 1,500			\$ 1,500	\$ 1,500
Gas and Oil	\$ 300	\$ 3,000			\$ 3,000	\$ 3,000
Computer Maintenance	\$ 1,000	\$ 1,000			\$ 1,000	\$ 1,000
Legal	\$ 1,500	\$ 3,000	\$ 1,000		\$ 4,000	\$ 3,000
Engineering		\$ 7,000			\$ 7,000	\$ 7,000
Insurance	\$ 1,340	\$ 1,433			\$ 1,433	\$ 1,433
Postage	\$ 900	\$ 900			\$ 900	\$ 900
Office Supplies	\$ 1,000	\$ 1,000			\$ 1,000	\$ 1,000
General Supplies	\$ 1,000	\$ 1,000	\$ 4,500		\$ 5,500	\$ 1,000
Telephone	\$ 1,100	\$ 1,300			\$ 1,300	\$ 1,300
Capital Expenditures					\$ -	\$ -
Dues/Subscriptions	\$ 135	\$ 200			\$ 200	\$ 200
Trash					\$ -	\$ -
Publications	\$ 1,500	\$ 1,500			\$ 1,500	\$ 1,500
Training and safety	\$ 400	\$ 1,000			\$ 1,000	\$ 1,000
Unemployment					\$ -	\$ -
Misc.	\$ 500	\$ 500			\$ 500	\$ 500
Blighted Properties Expense	\$ 1,000	\$ 2,500			\$ 2,500	\$ 2,500
Software Support	\$ 5,029	\$ 3,104	\$ 7,216		\$ 10,320	\$ 3,104
Software Purchase					\$ -	\$ -
Professional Services	\$ 72,000	\$ 40,000			\$ 40,000	\$ 40,000
WC Injury City Paid					\$ -	\$ -
Security					\$ -	\$ -
Capital Expenditure Purchase					\$ -	\$ -
Equipment Lease					\$ -	\$ -
	\$ 95,020	\$ 134,515	\$ 12,716	\$ -	\$ 147,231	\$ 134,515

Municipal Court 11-71

REVENUES		Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
4210	Court Fines / Clerk Fee	\$ 76,203	\$ 65,000	\$ 112,664	\$ 113,320	\$ 120,994	\$ 160,961	33.03%
4380	Misc. Revenues					\$ 20		
4390	Insurance Claim Payment			\$ 258				
4410	Emp Insurance Reimb							
4540	Webster Elec Credit							
4541	Anthem Ins Rebate	\$ 628		\$ 654			\$ 641	
Sub-Total		\$ 76,832	\$ 65,000	\$ 113,575	\$ 113,320	\$ 121,014	\$ 161,602	33.54%

Surplus (Deficit) to balance	\$ 17,210	\$ 8,318	\$ 61,244	\$ 49,922	\$ 51,143	\$ 81,960	60.26%
TOTAL	\$ 76,832	\$ 65,000	\$ 113,575	\$ 113,320	\$ 121,014	\$ 161,602	33.54%

EXPENDITURES		Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
6010	Wages F/T		\$ -					
	Wages - Admin	\$ 18,385	\$ 494	\$ 50	\$ 561	\$ 554	\$ 572	3.21%
6018	Wages P/T	\$ -	\$ 19,888	\$ 9,749	\$ 21,352	\$ 16,464	\$ 24,770	50.45%
6011	Payroll Taxes		\$ 1,521		\$ 1,633		\$ 1,895	
	Payroll Taxes - Admin	\$ 1,344	\$ 38	\$ 759	\$ 43	\$ 1,302	\$ 44	48.91%
6012	Group Insurance		\$ 1		\$ 1		\$ 1	
	Group Ins. - Admin	\$ 7,473	\$ 163	\$ 164	\$ 171	\$ 171	\$ 180	5.24%
6013	LAGERS		\$ -		\$ -		\$ -	
	LAGERS - Admin	\$ 2,138	\$ 63	\$ 63	\$ 77	\$ 76	\$ 84	10.62%
6014	Worker's Compensation		\$ 69		\$ 103		\$ 145	
	Work Comp - Admin	\$ 31	\$ 1	\$ 15	\$ 1	\$ 66	\$ 1	121.89%
6023	Computer Maintenance	\$ 2,382	\$ 660	\$ 3,044	\$ 3,000	\$ 2,500	\$ 2,500	0.00%
6025	Maintenance	\$ 25						
6028	Building Maintenance	\$ 23		\$ 463				
6030	Legal	\$ 22,019	\$ 25,000	\$ 28,797	\$ 28,000	\$ 39,850	\$ 40,000	0.38%
6032	Insurance	\$ 1,309	\$ 1,461	\$ 1,461	\$ 1,380	\$ 1,384	\$ 1,476	6.68%
6033	Postage	\$ 153	\$ 264	\$ 327	\$ 400	\$ 600	\$ 600	0.00%
6034	Custodian							
6040	Office Supplies	\$ 470	\$ 442	\$ 836	\$ 600	\$ 850	\$ 1,000	17.65%
6045	General Supplies	\$ 797	\$ 660	\$ 1,590	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
6050	Utilities	\$ 1,325	\$ 2,004	\$ 2,134	\$ 2,004	\$ 2,100	\$ 2,100	0.00%
6051	Telephone	\$ 684	\$ 708	\$ 703	\$ 708	\$ 730	\$ 750	2.77%
6062	Capital Expenditures Maint.							
6070	Meetings and Lodging		\$ 600	\$ 632	\$ 650	\$ 600	\$ 650	8.33%
6071	Dues and Sub.	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	0.00%
6072	Trash	\$ 12						
6073	Publications	\$ 195	\$ 250	\$ 278	\$ 250	\$ 250	\$ 250	0.00%
6075	Training and Safety	\$ 698	\$ 1,250	\$ 288	\$ 700	\$ 700	\$ 700	0.00%
6076	Unemployment							
6079	Misc.							
6231	Software Support				\$ 62		\$ 218	
6232	Software Purchase							
6302	Accounting	\$ 97	\$ 141	\$ 112	\$ 143	\$ 114	\$ 147	28.51%
6511	Security		\$ 206					
6611	Capital Expenditure Purchase		\$ 740	\$ 806				
TOTAL		\$ 59,622	\$ 56,682	\$ 52,331	\$ 63,398	\$ 69,871	\$ 79,642	13.98%

Adopted
11/21/2019

Court

Line Item	Line Item Description	Priority	Request Detail	2020 Proposed Budget Amount
4210	Court Fines / Clerk Fee	1	Court Fines collected. Increased revenue due to a dedicated traffic officer by averaging July, August and September 2019 revenues.	\$ 160,961
4380	Misc. Revenues			
4410	Emp Insurance Reimb		Employee insurance reimbursement, last used in 2012.	
4540	Webster Elec Credit		Once a year Webster Electric Cooperative distributes the amount of money that is left over after all expenses have been paid in the form of capital credits on a 20 year payment cycle.	
4541	Anthem Ins Rebate		A result of the medical loss ratio (MLR), which is part of the Affordable Care Act (ACA). MLR is that a certain percentage of premium dollars must be used for medical claims and programs that improve the quality of health care and not for administrative expenses. Based on the Finance Committee's recommendations, the Anthem Health Insurance Rebate is budgeted for 2020 based on the average of the last two years.	\$ 641
			Total Revenues	\$ 161,602
6010	Wages F/T	2	Move the Part-time Court Clerk to full-time, difference of P/T to F/T	\$ 11,693
	Wages - Admin	1	Allocated administration wages.	\$ 572
6018	Wages P/T	1		\$ 24,770
6011	Payroll Taxes	1		\$ 1,895
	Payroll Taxes	2	Move the Part-time Court Clerk to full-time, difference of P/T to F/T	\$ 894
	Payroll Taxes - Admin	1		\$ 44
6012	Group Insurance	2	Move the Part-time Court Clerk to full-time.	\$ 17,985
	Group Ins. - Admin	1		\$ 181
6013	LAGERS	2	Move the Part-time Court Clerk to full-time.	\$ 5,360
	LAGERS - Admin	1		\$ 84
6014	Worker's Compensation	1		\$ 145
	Worker's Compensation	2	Move the Part-time Court Clerk to full-time, difference of P/T to F/T	\$ 49
	Work Comp - Admin	1		\$ 1
23	Computer Maintenance	1	This expense covers repair/replacement of court computer towers, keyboards, computer mouse, printers, monitors. Also included in this line are allocations of Office 365, Webroot Antivirus and other network services.	\$ 2,500
6025	Maintenance			
6030	Legal	1	This expense covers the cost of the judge and city attorney for municipal court, this includes actual court time, and preparation for court trials.	\$ 40,000
6032	Insurance	1	Property and liability insurance. This amount is 10% higher than he previous year until the quote is available.	\$ 1,476
6033	Postage	1	This expense covers the mailing of all court documents such as legal notices, Show Cause notices, summons to appear, Notice of Entries and miscellaneous documents.	\$ 600
6034	Custodian			

6040	Office Supplies	1	This expense covers the cost of court record file folders, business cards, envelopes, docket backer sheet, plea agreement forms, toner, copy paper, post-it notes, staples, paper clips, binder clips, tape, highlighters.	\$ 1,000
6045	General Supplies	1	This expense covers the cost of calculators, office chairs, file cabinets, hanging file folders, hole punches, three ring note binders, banker boxes for record storage.	\$ 1,500
6050	Utilities	1	This expense covers the municipal court share of the lighting, heating and air conditioning of the building, trash service.	\$ 2,100
6051	Telephone	1	This expense covers the municipal court phone line and a portion of the fax line.	\$ 750
6062	Capital Expenditures Maint.			
6070	Meetings and Lodging	1	This expense covers the cost of lodging and per diem of municipal court clerk training.	\$ 650
6071	Dues and Sub.	1	This expense covers the cost of the municipal court MACA membership dues.	\$ 60
6073	Publications	1	Code Books, publications.	\$ 250
6075	Training and Safety	1	The expense covers the cost the State of Missouri court clerk regional updates and training.	\$ 700
6076	Unemployment			
6079	Misc.			
6231	Software Support			\$ 218
6232	Software Purchase			
6302	Accounting		Audit and CAFR allocation.	\$ 147
6511	Security			
6611	Capital Expenditure Purchase			
			Total Expenditures	\$ 115,624
			Net	\$ 45,978

Municipal Court 2020 Budget

Description	2019 Budget	Priority 1	Priority 2	Priority 3	Total	2020 Proposed Budget
Wages			\$ 11,693		\$ 11,693	\$ -
Wages - Admin	\$ 561	\$ 572			\$ 572	\$ 572
Wages - P/T	\$ 21,352	\$ 24,770			\$ 24,770	\$ 24,770
Payroll Taxes	\$ 1,633	\$ 1,895	\$ 894		\$ 2,789	\$ 1,895
Payroll Taxes - Admin	\$ 43	\$ 44			\$ 44	\$ 44
Group Insurance	\$ 1	\$ 1	\$ 17,985		\$ 17,986	\$ 1
Group Ins. - Admin	\$ 171	\$ 180			\$ 180	\$ 180
LAGERS			\$ 5,360		\$ 5,360	\$ -
LAGERS - Admin	\$ 77	\$ 84			\$ 84	\$ 84
Worker's Compensation	\$ 103	\$ 145	\$ 49		\$ 194	\$ 145
Work Comp - Admin	\$ 1	\$ 1			\$ 1	\$ 1
Computer Maintenance	\$ 3,000	\$ 2,500			\$ 2,500	\$ 2,500
Legal	\$ 28,000	\$ 40,000			\$ 40,000	\$ 40,000
Insurance	\$ 1,380	\$ 1,476			\$ 1,476	\$ 1,476
Postage	\$ 400	\$ 600			\$ 600	\$ 600
Office Supplies	\$ 600	\$ 1,000			\$ 1,000	\$ 1,000
General Supplies	\$ 1,500	\$ 1,500			\$ 1,500	\$ 1,500
Utilities	\$ 2,004	\$ 2,100			\$ 2,100	\$ 2,100
Telephone	\$ 708	\$ 750			\$ 750	\$ 750
Capital Expenditures					\$ -	\$ -
Meetings and Lodging	\$ 650	\$ 650			\$ 650	\$ 650
Dues/Subscriptions	\$ 60	\$ 60			\$ 60	\$ 60
Trash					\$ -	\$ -
Publications	\$ 250	\$ 250			\$ 250	\$ 250
Training and safety	\$ 700	\$ 700			\$ 700	\$ 700
Unemployment					\$ -	\$ -
Misc.					\$ -	\$ -
Blighted Properties Expense					\$ -	\$ -
Software Support	\$ 62	\$ 218			\$ 218	\$ 218
Software Purchase					\$ -	\$ -
Professional Services					\$ -	\$ -
WC Injury City Paid					\$ -	\$ -
Accounting	\$ 143	\$ 147			\$ 147	\$ 147
Security					\$ -	\$ -
Capital Expenditure Purchase					\$ -	\$ -
Equipment Lease					\$ -	\$ -
	\$ 63,398	\$ 79,643	\$ 35,981	\$ -	\$ 115,624	\$ 79,643

Animal Control 11-72

REVENUES		Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
4190	Release of Animals	\$ 1,233	\$ 1,233	\$ 2,643	\$ 1,300	\$ 2,300	\$ 2,300	0.00%
4195	Dog licenses	\$ 810		\$ 2,102	\$ 1,000	\$ 1,800	\$ 1,800	0.00%
4410	Emp Insurance Reimb							
4541	Anthem Ins Rebate	\$ 261		\$ 311			\$ 286	
Subtotal		\$ 2,304	\$ 1,233	\$ 5,056	\$ 2,300	\$ 4,100	\$ 4,386	6.98%

Surplus (Deficit) to balance	\$ (26,547)	\$ (31,704)	\$ (26,603)	\$ (41,203)	\$ (32,985)	\$ (41,578)	0.91%
TOTAL	\$ 28,851	\$ 32,936	\$ 31,658	\$ 43,503	\$ 37,085	\$ 45,964	5.66%

EXPENDITURES		Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
6010	Wages F/T	\$ 14,128	\$ 15,190	\$ 14,505	\$ 15,644	\$ 13,000	\$ 15,973	22.87%
6011	Payroll Taxes	\$ 1,014	\$ 1,162	\$ 1,042	\$ 1,197	\$ 995	\$ 1,222	22.87%
6012	Group Insurance	\$ 3,639	\$ 4,049	\$ 4,050	\$ 4,239	\$ 3,200	\$ 7,901	146.91%
6013	LAGERS	\$ 1,643	\$ 1,929	\$ 1,835	\$ 2,143	\$ 1,356	\$ 2,348	73.22%
6014	Worker's Compensation	\$ 1,023	\$ 962	\$ 356	\$ 839	\$ 57	\$ 857	1404.19%
6020	Auto/Truck Expense	\$ -	\$ 1,000	\$ 322	\$ 1,000	\$ 1,000	\$ 1,000	0.00%
6021	Gas and Oil	\$ 41	\$ 500	\$ 282	\$ 500	\$ 500	\$ 800	60.00%
6022	Equipment Maintenance			\$ 303				
6023	Comp Maint			\$ 13	\$ 1,000	\$ 1,000	\$ 1,000	0.00%
6030	Legal	\$ 1,130	\$ 1,000	\$ 620	\$ 1,000	\$ 500	\$ 1,000	100.00%
6032	Insurance	\$ 1,135	\$ 1,255	\$ 1,255	\$ 1,223	\$ 1,228	\$ 1,309	6.64%
6033	Postage	\$ 713	\$ 30	\$ 37	\$ 100	\$ 100	\$ 100	0.00%
6035	Boarding/Supplies	\$ 2,674	\$ 3,000	\$ 4,236	\$ 3,000	\$ 3,000	\$ 3,000	0.00%
6045	General Supplies	\$ 697	\$ 500	\$ 1,165	\$ 1,000	\$ 800	\$ 1,000	25.00%
6051	Telephone	\$ 223	\$ 400	\$ 360	\$ 850	\$ 650	\$ 850	30.77%
6062	Capital Exp. Main.							
6069	Uniforms	\$ 461	\$ 660	\$ 160	\$ 600	\$ 500	\$ 600	20.00%
6071	Dues and Subscriptions	\$ -	\$ 200	\$ -	\$ 250	\$ 250	\$ 400	60.00%
6073	Publications	\$ 306	\$ 200	\$ 193	\$ 200	\$ 200	\$ 250	25.00%
6075	Training and Safety		\$ 750	\$ 369	\$ 7,050	\$ 7,100	\$ 4,000	-43.66%
6076	Unemployment							
6079	Misc.	\$ -	\$ 100	\$ 138	\$ 100	\$ 100	\$ 100	0.00%
6097	Drug Testing	\$ 24	\$ 50	\$ -	\$ 50	\$ 50	\$ 50	0.00%
6231	Software Support				\$ 1,516	\$ 1,500	\$ 2,204	46.93%
6232	Software Purchase							
6323	WC Injury City paid			\$ 52				
6611	Capital Expenditure Purchase			\$ 366				
6621	Capital Exp Equip Purch							
6971	Criminal Records Check							
TOTAL		\$ 28,851	\$ 32,936	\$ 31,658	\$ 43,503	\$ 37,085	\$ 45,964	23.94%

Adopted
11/21/2019

Animal Control

Line Item	Line Item Description	Priority	Request Detail	2020 Projected Budget
4190	Release of Animals		Revenue for Animals that of have been boarded through the City and then picked and claimed from the citizens.	\$ 2,300
4195	Dog licenses		Revenue for presumptively dangerous dog licenses.	\$ 1,800
4410	Emp Insurance Reimb		Employee insurance reimbursement, last used in 2012.	
4541	Anthem Ins Rebate		A result of the medical loss ratio (MLR), which is part of the Affordable Care Act (ACA). MLR is that a certain percentage of premium dollars must be used for medical claims and programs that improve the quality of health care and not for administrative expenses.	\$ 286
			Total Revenues	\$ 4,386
6010	Wages F/T	1	Wages for 1 employee that works within other departments and administrative allocations.	\$ 15,973
	Wages F/T	2	Administrative Assistant - allocated across departments and funds	\$ 1,600
6011	Payroll Taxes	1	Payroll taxes based on the above allocations.	\$ 1,222
	Payroll Taxes	2	Administrative Assistant - allocated across departments and funds	\$ 122
6012	Group Insurance	1	Health insurance expense for employees based on above allocations.	\$ 7,901
	Group Insurance	2	Administrative Assistant - allocated across departments and funds	\$ 899
6013	LAGERS	1	Retirement contributions for employees based on above allocations.	\$ 2,348
	LAGERS	2	Administrative Assistant - allocated across departments and funds	\$ 235
6014	Worker's Compensation	1	Based on above allocations.	\$ 857
	Worker's Compensation	2	Administrative Assistant - allocated across departments and funds	\$ 3
6020	Auto/Truck Expense	1	Maintenance and repair Animal Control truck.	\$ 1,000
6021	Gas and Oil	1	Includes fuel, oil and lubricants to operate and maintain all mobile equipment in the department.	\$ 800
6023	Comp Maint		Provides funds to maintain and repair computers used for Animal Control purposes and admin allocations	\$ 1,000
6030	Legal	1	Funds to pay for our City Attorney as may be needed for legal matters and enforcing the City codes.	\$ 1,000
6032	Insurance		Property and liability coverage on buildings, equipment and vehicles. Includes a 10% increase over last year until quote is available.	\$ 1,309
6033	Postage	1	Funds for mailing Violations letters to the citizens and any packages.	\$ 100
6035	Boarding/Supplies	1	Expenses used for boarding animals that have to be held for 10 days per code. Dog and cat food, bite gloves, cages, treats and catch poles. (This account was lowered from previous years based upon the fact that we are only picking up animals now that are of a aggressive nature.)	\$ 3,000
6045	General Supplies	1	Funds to purchase, repair, maintain or replace maintenance tools and equipment such as: hand tools, chargers, catch poles, nets, darts, cages, cleaners, paints and lubricants.	\$ 1,000
6051	Telephone	1	Phones used to answer work calls during the day and after hours and the allocation of rental and PBX.	\$ 850
6062	Capital Exp. Main.		Provides funds for approved larger purchases in the Animal Control Department.	
6069	Uniforms	1	Provides uniforms for the department personnel along with grease rags and mats for the offices	\$ 600
6071	Dues and Subscriptions	1	Pays for dues to professional organizations such as MACA and NACA	\$ 400
6073	Publications	1	Pays for Public Notices, Dangerous Dog Hearings, Financial Statements, Help Wanted ads that might apply to Animal Control Department or that might be allocated from Administration.	\$ 250
6075	Training and Safety	1	Funds the employee safety equipment including safety boots, gloves, hats, vests, safety glasses or goggles, ear protection and signs and safety training for the personnel. We sent multiple employees for certification this year. We have follow up training for these certifications that are needed every 2 years. We have a vacant position that we need to fill and train, along with 1 more certification from an existing employee from 2019	\$ 4,000
6076	Unemployment		Unemployment benefits paid to previous employees.	
6079	Misc.	1	Funds small unexpected purchases that are not easily allotted to other line items	\$ 100
6097	Drug Testing	1	Funds the random drug testing of employees which is mandatory for Commercial Driver License.	\$ 50
6231	Software Support	1	Funds allocated for Summit and Dude Solutions (mobile 311).	\$ 2,204
6231	Software Support	2	SmartGov - permits, plan reviews, inspections, code enforcement and licensing.	\$ 5,171
6231	Software Support	2	Upgrade Mobile 311 to Asset Essentials - initiate, assign and track the progress of maintenance work orders; manage assets and equipment for all properties with advanced mobile and GIS capabilities, develop advanced workflows with preventive maintenance scheduling and manage inventory.	\$ 2,045
6323	WC Injury City paid		Worker's compensation claims paid by the City.	
6611	Capital Expenditure Purchase			
	Wages P/T	3	This would be a part time employee that would respond to animal control issues so that current city crews could concentrate on other priorities and cut down on comp time due to calls after normal business hours.	
6621	Capital Exp Equip Purch			
6971	Criminal Records Check			
			Total Expenditures	\$ 56,040
			Net	\$ (51,654)

Animal Control Budget

Description	2019 Budget	Priority 1	Priority 2	Priority 3	Total	2020 Proposed Budget
					\$ -	\$ -
Wages F/T	\$ 15,644	\$ 15,973	\$ 1,600		\$ 17,573	\$ 15,973
Payroll Taxes	\$ 1,197	\$ 1,222	\$ 122		\$ 1,344	\$ 1,222
Group Insurance	\$ 4,239	\$ 7,901	\$ 899		\$ 8,800	\$ 7,901
LAGERS	\$ 2,143	\$ 2,348	\$ 235		\$ 2,583	\$ 2,348
Worker's Compensation	\$ 839	\$ 857	\$ 3		\$ 860	\$ 857
Auto/Truck Expense	\$ 1,000	\$ 1,000			\$ 1,000	\$ 1,000
Gas and Oil	\$ 500	\$ 800			\$ 800	\$ 800
Comp Maint	\$ 1,000	\$ 1,000			\$ 1,000	\$ 1,000
Legal	\$ 1,000	\$ 1,000			\$ 1,000	\$ 1,000
Insurance	\$ 1,223	\$ 1,309			\$ 1,309	\$ 1,309
Postage	\$ 100	\$ 100			\$ 100	\$ 100
Boarding/Supplies	\$ 3,000	\$ 3,000			\$ 3,000	\$ 3,000
General Supplies	\$ 1,000	\$ 1,000			\$ 1,000	\$ 1,000
Telephone	\$ 850	\$ 850			\$ 850	\$ 850
Capital Exp. Main.					\$ -	\$ -
Uniforms	\$ 600	\$ 600			\$ 600	\$ 600
Dues and Subscriptions	\$ 250	\$ 400			\$ 400	\$ 400
Publications	\$ 200	\$ 250			\$ 250	\$ 250
Training and Safety	\$ 7,050	\$ 4,000			\$ 4,000	\$ 4,000
Unemployment					\$ -	\$ -
Misc.	\$ 100	\$ 100			\$ 100	\$ 100
Drug Testing	\$ 50	\$ 50			\$ 50	\$ 50
Software Support	\$ 1,516	\$ 2,204	\$ 7,216		\$ 9,420	\$ 2,204
Software Purchase					\$ -	\$ -
Professional Services					\$ -	\$ -
WC Injury City paid					\$ -	\$ -
Capital Expenditure Purchase					\$ -	\$ -
Capital Exp Equip Purch					\$ -	\$ -
Criminal Records Check					\$ -	\$ -
TOTAL	\$ 43,503	\$ 45,964	\$ 10,076	\$ -	\$ 56,040	\$ 45,964

Industrial Park 15-15

	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>
Beginning Cash Balance	\$ 16,458	\$ 10,588	\$ 10,588	\$ 10,673	\$ 10,673	\$ 10,819
Total Cash Balance December 31st	\$ 10,588	\$ 9,138	\$ 10,673	\$ 10,758	\$ 10,819	\$ 10,969

<i>REVENUES</i>	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>
4230 Interest	\$ 99	\$ 50	\$ 85	\$ 85	\$ 146	\$ 150
Subtotal	\$ 99	\$ 50	\$ 85	\$ 85	\$ 146	\$ 150

Surplus (Deficit) to Balance	\$ (5,870)	\$ (1,450)	\$ 85	\$ 85	\$ 146	\$ 150
TOTAL	\$ 5,969	\$ 1,500	\$ 85	\$ 85	\$ 146	\$ 150

<i>EXPENDITURES</i>	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>
6030 Legal						
6071 Dues & Sub						
6230 City Website						
6231 Software Support						
6301 Professional Services						
6611 Capital Expenditure						
6760 Economic Development Grant						
6801 Vision Casting						
6802 Branding						
6803 Marketing	\$ 1,239	\$ 1,500				
TAP Landscape Plan	\$ 4,730					
TOTAL	\$ 5,969	\$ 1,500	\$ -	\$ -	\$ -	\$ -

Adopted
11/21/2019

Cemetery Fund 31-40

	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
Cash Balance as of December 31st	\$ 295,002	\$ 305,001	\$ 15,902	\$ 16,523	\$ 40,266	\$ 57,457	42.69%
Money Market Cash Balance as of 12/31	\$ 68,258	\$ 68,258	\$ 393,409	\$ 373,409	\$ 393,664	\$ 398,464	1.22%
Total Cash Balance	\$ 363,260	\$ 373,259	\$ 409,311	\$ 389,932	\$ 433,930	\$ 455,921	5.07%

REVENUES	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
4230 Interest	\$ 2,898	\$ 2,600	\$ 3,889	\$ 3,000	\$ 5,800	\$ 6,000	3.45%
4380 Misc.							
4420 Grave Opening	\$ 19,550	\$ 17,000	\$ 25,200	\$ 18,000	\$ 18,500	\$ 18,500	0.00%
4540 Webster Capital Credit	\$ 22		\$ 41			\$ 31	
4541 Health Insurance Rebate	\$ 1,382		\$ 1,469			\$ 1,425	
4600 Sale of Lots	\$ 15,700	\$ 10,000	\$ 12,200	\$ 10,000	\$ 10,000	\$ 10,000	0.00%
4605 Maintenance Revenue							
4610 Taxes	\$ 121,770	\$ 115,073	\$ 124,499	\$ 117,850	\$ 119,000	\$ 120,200	1.01%
4615 Donations			\$ 20				
4620 Rent	\$ 200		\$ 2,000				
Sub Total	\$ 161,522	\$ 144,673	\$ 169,318	\$ 148,850	\$ 153,300	\$ 156,157	1.86%

Surplus (Deficit) to Balance	\$ 62,410	\$ 9,999	\$ 46,257	\$ (19,379)	\$ 24,364	\$ 21,991	-9.74%
TOTAL	\$ 161,522	\$ 144,673	\$ 169,318	\$ 168,229	\$ 153,300	\$ 156,157	1.86%

OPERATING EXPENDITURES	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
6010 Wages		\$ 36,110		\$ 36,831		\$ 37,574	
Wages - Admin	\$ 45,175	\$ 8,629	\$ 44,552	\$ 9,671	\$ 46,076	\$ 13,435	10.71%
6018 Wages P/T	\$ 1,642	\$ 8,000		\$ 5,000			
6011 Payroll Taxes		\$ 3,374		\$ 3,200		\$ 2,874	
Payroll Taxes - Admin	\$ 3,485	\$ 660	\$ 3,304	\$ 740	\$ 3,525	\$ 1,028	10.71%
6012 Group Insurance		\$ 16,302		\$ 17,086		\$ 17,991	
Group Ins. Admin	\$ 16,867	\$ 2,287	\$ 18,718	\$ 2,397	\$ 19,541	\$ 3,128	8.08%
6013 LAGERS		\$ 4,586		\$ 5,046		\$ 5,523	
LAGERS - Admin	\$ 5,254	\$ 1,096	\$ 5,638	\$ 1,325	\$ 6,285	\$ 1,975	19.31%
6014 Worker's Compensation		\$ 3,836		\$ 3,030		\$ 2,935	
Work Comp - Admin	\$ 2,526	\$ 14	\$ 1,313	\$ 13	\$ 1,651	\$ 12	78.53%
6020 Auto & Truck Expense	\$ -	\$ 500	\$ 693	\$ 500	\$ 500	\$ 500	0.00%
6021 Gas and Oil	\$ 1,943	\$ 2,250	\$ 2,619	\$ 2,750	\$ 2,650	\$ 2,750	3.77%
6022 Equipment Maintenance	\$ 1,250	\$ 2,500	\$ 2,064	\$ 3,500	\$ 3,500	\$ 3,750	7.14%
6023 Computer Maintenance		\$ 250	\$ 38	\$ 250	\$ 150	\$ 250	66.67%
6025 Maintenance	\$ 1,580	\$ 3,000	\$ 2,290	\$ 3,000	\$ 3,000	\$ 3,500	16.67%
6028 Building Maintenance			\$ 100	\$ -			
6030 Legal		\$ 250		\$ 250		\$ 250	#DIV/0!
6032 Insurance	\$ 2,599	\$ 2,950	\$ 2,914	\$ 2,675	\$ 2,679	\$ 2,862	6.84%
6033 Postage	\$ 50	\$ 50	\$ 52	\$ 50	\$ 100	\$ 100	0.00%
6040 Office Supplies			\$ 15		\$ 50	\$ 100	100.00%
6045 Supplies	\$ 872	\$ 1,000	\$ 682	\$ 1,000	\$ 1,000	\$ 1,000	0.00%
6051 Telephone	\$ 628	\$ 800	\$ 901	\$ 1,250	\$ 1,200	\$ 1,500	25.00%
6052 Power	\$ 838	\$ 1,000	\$ 923	\$ 1,000	\$ 1,000	\$ 1,000	0.00%
6062 Capital Exp. Maint.		\$ -					
6069 Uniforms	\$ 671	\$ 750	\$ 828	\$ 750	\$ 750	\$ 750	0.00%
6070 Meetings & Lodging	\$ 2		\$ 35	\$ 50	\$ 50	\$ 50	0.00%
6072 Trash	\$ 660	\$ 850	\$ 555	\$ 850	\$ 850	\$ 850	0.00%
6073 Publications	\$ 378	\$ 500	\$ 182	\$ 500	\$ 250	\$ 500	100.00%
6075 Training and Safety	\$ 562	\$ 850	\$ 460	\$ 850	\$ 700	\$ 850	21.43%
6076 Unemployment						\$ 500	66.67%
6079 Miscellaneous		\$ 100	\$ 600	\$ 100	\$ 300	\$ 50	0.00%
6097 Drug Testing	\$ 27	\$ 50	\$ 13	\$ 50	\$ 50	\$ 50	0.00%
6100 Inmate Program		\$ 1,500	\$ 1,366	\$ 1,650	\$ 1,500	\$ 1,800	20.00%
6231 Software Support	\$ 373	\$ 1,400	\$ 388	\$ 1,557	\$ 1,900	\$ 2,631	38.46%
6301 Professional Services			\$ 2,500	\$ 16,667	\$ 16,667	\$ 20,000	20.00%
6302 Accounting	\$ 97	\$ 141	\$ 112	\$ 143	\$ 114	\$ 147	28.51%
6323 WC Injury City Paid			\$ 52				
6502 Propane	\$ 1,281	\$ 2,000	\$ 1,901	\$ 2,000	\$ 1,900	\$ 2,000	5.26%
6511 Security		\$ 206	\$ 366				
6611 Capital Expenditure							
6621 Capital Exp Equipment Purch							
Subtotal	\$ 88,761	\$ 107,790	\$ 96,173	\$ 125,729	\$ 117,936	\$ 134,166	13.76%

<i>CAPITAL EXPENDITURES</i>							
6062	Mausoleum Repair	\$ 2,225	\$ 26,265	\$ 26,265			
6611	Skid Steer	\$ 2,998					
6611	New City Hall Remodel Allocation						
6611	Tractor & Bucket				\$ 17,500	\$ 11,000	
6611	Capital - Expansion						
6611	Capital - Fence						
6611	Capital - Transfer for Truck Purchase						
6611	Dump Truck Allocation				\$ 25,000		
6611	Purchase New City Hall	\$ 5,129					
6630	New City Hall Remodel		\$ 620	\$ 623			
	Subtotal	\$ 10,351	\$ 26,885	\$ 26,888	\$ 42,500	\$ 11,000	\$ -

TOTAL EXPENDITURES	\$ 99,112	\$ 134,675	\$ 123,061	\$ 168,229	\$ 128,936	\$ 134,166	4.06%
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Adopted
11/21/2019

Cemetery

Line Item	Line Item Description	Priority	Request Detail	2020 Projected Budget
4230	Interest		Interest earned on cash in general operating and restricted accounts.	\$ 6,000
4380	Misc.		To record revenue that does not fit into another category, last used 2010.	
4420	Grave Opening		\$350 fee charged per grave opening.	\$ 18,500
4540	Webster Capital Credit		Once a year Webster Electric Cooperative distributes the amount of money that is left over after all expenses have been paid in the form of capital credits on a 20 year payment cycle. Budgeted in 2020 using Finance Committee's recommendation to average the last two years.	\$ 31
4541	Health Insurance Rebate		A result of the medical loss ratio (MLR), which is part of the Affordable Care Act (ACA). MLR is that a certain percentage of premium dollars must be used for medical claims and programs that improve the quality of health care and not for administrative expenses.	\$ 1,425
4600	Sale of Lots		Residents of city pay \$200 per lot and nonresident pays \$350 per lot.	\$ 10,000
4605	Maintenance Revenue			
4610	Taxes		Real estate & personal property taxes.	\$ 120,200
4615	Donations			
4620	Rent			
			Total Revenues	\$ 156,156
6010	Wages	1	Funds for 1 full-time Cemetery employee along with administration allocations	\$ 37,574
	Wages - Admin	1	Funds for 1 full-time Cemetery employee along with administration allocations	\$ 13,435
	Wages - Admin	2	Administrative Assistant allocated across departments/funds.	\$ 3,200
6018	Wages P/T	1	Funds for 1 full-time Cemetery employee along with administration allocations	
6011	Payroll Taxes	1	Funds for 1 full-time Cemetery employee along with administration allocations	\$ 2,874
	Payroll Taxes - Admin	1	Funds for 1 full-time Cemetery employee along with administration allocations	\$ 1,028
	Payroll Taxes - Admin	2	Administrative Assistant allocated across departments/funds.	\$ 245
6012	Group Insurance	1	Funds for 1 full-time Cemetery employee along with administration allocations	\$ 17,991
	Group Ins. Admin	1	Funds for 1 full-time Cemetery employee along with administration allocations	\$ 3,128
	Group Ins. Admin	2	Administrative Assistant allocated across departments/funds.	\$ 1,798
6013	LAGERS	1	Funds for 1 full-time Cemetery employee along with administration allocations	\$ 5,523
	LAGERS - Admin	1	Funds for 1 full-time Cemetery employee along with administration allocations	\$ 1,975
	LAGERS - Admin	2	Administrative Assistant allocated across departments/funds.	\$ 470
6014	Worker's Compensation	1	Funds for 1 full-time Cemetery employee along with administration allocations	\$ 2,935

	Work Comp - Admin	1	Funds for 1 full-time Cemetery employee along with administration allocations	\$ 12
	Work Comp - Admin	2	Administrative Assistant allocated across departments/funds.	\$ 6
6020	Auto & Truck Expense	1	Costs to maintain and repair our Vehicles within the Department including a 2005 Chevy 1500 pick up, and a 1984 dump truck	\$ 500
6021	Gas and Oil	1	includes fuel, oil and lubes to operate and maintain all mobile equipment in the department.	\$ 2,750
6022	Equipment Maintenance	1	Provides funds to maintain and operate the cemetery equipment which includes 2 zero turn grasshopper mowers, 310 SG backhoe, small massey Furgeson tractor with loader, small massey Furgeson tractor with belly mower, and compact massey tractor with loader, this line increased due to needing to put new tires on zero turn mower	\$ 3,750
6023	Computer Maintenance	1	Allocation of funds for network services and Office 365.	\$ 250
6023	Computer Maintenance	2	New Laptop for record keeping, currently doing everything on paper and index cards.	\$ 1,400
6025	Maintenance	1	Provides funds for maintenance of the grounds of the cemetery, such as grass seed, straw, shovels, rakes, water hoses, plywood, repairs to any equipment not covered under line 22, materials to repair/rehab headstones. This line increased to allow for more grass seed, and plywood replacement throughout the year, along with some flat concrete pads that periodically get damaged	\$ 3,500
6030	Legal	1	Funds to pay for our City Attorney as may be needed for legal matters such as buying or selling property, dealing with threats, enforcing safety concerns, suits against the City.	\$ 250
6032	Insurance	1	Purchase coverage on buildings, equipment, vehicles and liability	\$ 2,862
6033	Postage	1	Allocation of funds for the mailing of bills for damaged property, letters and packages	\$ 100
6040	Office Supplies	1	Funds for paper, ink pens, binders etc..	\$ 100
6045	Supplies	1	Funds to pay for shop supplies, restroom supplies, record keeping supplies	\$ 1,000
6051	Telephone	1	Pays phone bills within the department and phone rental and PBX allocation, if a laptop is purchased, we will need to add a hotspot so that we can connect to network	\$ 1,500
6052	Power	1	Funds to pay the Electric used within the Cemetery Property.	\$ 1,000
6062	Capital Exp. Maint.	1		
6069	Uniforms	1	Provides uniforms for the department personnel along with grease rags and mats for the offices	\$ 750
6070	Meetings & Lodging			\$ 50
6072	Trash	1	Trash service for the Cemetery.	\$ 850
6073	Publications	1	Pays for Public Notices, Financial Statements, Help Wanted ads that might apply to the Cemetery or that is allocated from Administration	\$ 500
6075	Training and Safety	1	Funds the employee safety equipment including safety boots, rubber boots, gloves, hats, vests, safety glasses or goggles, ear protection, signs and safety cones and formal safety training for department personnel.	\$ 850
6076	Unemployment			\$ -
6079	Miscellaneous	1	Funds small items that are not easily allotted to other line items	\$ 500

6097	Drug Testing	1	Funds the random drug testing of employees which is mandatory for Commercial Driver License.	\$ 50
6100	Inmate Program	1	Funds to use inmate labor from Ozarks Correction Center in Fordland (OCC)	\$ 1,800
6231	Software Support	1	Funds allocated for Summit and Dude Solutions (mobile 311).	\$ 2,631
6231	Software Support	2	SmartGov - permits, plan reviews, inspections, code enforcement and licensing.	\$ 4,171
6231	Software Support	2	Upgrade Mobile 311 to Asset Essentials - initiate, assign and track the progress of maintenance work orders; manage assets and equipment for all properties with advanced mobile and GIS capabilities, develop advanced workflows with preventive maintenance scheduling and manage inventory.	\$ 2,045
6301	Professional Services	1	Economic Development cost share allocation.	\$ 20,000
6302	Accounting	1	Funds the Cemetery portion of accounting costs	\$ 147
6502	Propane	1	Pays for the cost of propane for heating the building	\$ 2,000
6032	Insurance	2	Admin Truck insurance allocated	\$ 85
6611	Capital Expenditure	2	Road Expansion phase 1, this would include grading, sub-grade, aggregate and paving of the 1st phase. This would get us 1568 spaces and would set us up for future expansion. Cemetery Board moved to Priority Budget under Capital.	\$ 300,000
6611	Capital Expenditure	2	Build fence along South side to keep flowers from blowing over on neighbors property. Cemetery Board moved to Priority 1 under Capital.	\$ 1,500
6611	Capital Expenditure	2	Transfer out for use of Truck. Cemetery Board moved to Priority 1 Budget under Capital.	\$ 10,000
6611	Capital Expenditure	2	Niche structure expansion	\$ 135,700
6611	Capital Expenditure	3	New Zero turn rear discharge mower	\$ 15,000
6611	Capital Expenditure	3	Remodel building and addition, to make permanent finished office on East end, and build on 2 additional bays to the west	
6611	Capital Expenditure	2	New 4 wheel drive pickup	\$ 45,000
6611	Capital Expenditure	1	New City Hall Remodel Allocation	
6611	Capital Expenditure	2	Transfer to Street Department for Dump Truck	\$ 25,000
6611	Capital Expenditure	3	Track Machine for Digging graves split between the Cemetery, Water Department and Waste Water Department (\$80,000 total)	
6611	Capital Expenditure	3	Trade-in Backhoe	
6611	Capital Expenditure	2	Admin Truck purchase allocated	\$ 4,500
	Transfer to Reserve Fund			
			Total Expenditures	\$ 684,286
			Net	\$ (528,130)

Cemetery 2020 Budget

Description	2019 Budget	Priority 1	Priority 2	Priority 3	Total	2020 Proposed Budget
Wages	\$ 36,831	\$ 37,574			\$ 37,574	\$ 37,574
Wages - Admin	\$ 9,671	\$ 13,435	\$ 3,200		\$ 16,635	\$ 13,435
Wages P/T	\$ 5,000				\$ -	\$ -
Payroll Taxes	\$ 3,200	\$ 2,874			\$ 2,874	\$ 2,874
Payroll Taxes - Admin	\$ 740	\$ 1,028	\$ 245		\$ 1,273	\$ 1,028
Group Insurance	\$ 17,086	\$ 17,991			\$ 17,991	\$ 17,991
Group Ins. Admin	\$ 2,397	\$ 3,128	\$ 1,798		\$ 4,926	\$ 3,128
LAGERS	\$ 5,046	\$ 5,523			\$ 5,523	\$ 5,523
LAGERS - Admin	\$ 1,325	\$ 1,975	\$ 470		\$ 2,445	\$ 1,975
Worker's Compensation	\$ 3,030	\$ 2,935			\$ 2,935	\$ 2,935
Work Comp - Admin	\$ 13	\$ 12	\$ 6		\$ 18	\$ 12
Auto & Truck Expense	\$ 500	\$ 500			\$ 500	\$ 500
Gas and Oil	\$ 2,750	\$ 2,750			\$ 2,750	\$ 2,750
Equipment Maintenance	\$ 3,500	\$ 3,750			\$ 3,750	\$ 3,750
Computer Maintenance	\$ 250	\$ 250	\$ 1,400		\$ 1,650	\$ 250
Maintenance	\$ 3,000	\$ 3,500			\$ 3,500	\$ 3,500
Building Maintenance		\$ -			\$ -	\$ -
Legal	\$ 250	\$ 250			\$ 250	\$ 250
Insurance	\$ 2,675	\$ 2,862	\$ 85		\$ 2,947	\$ 2,862
Postage	\$ 50	\$ 100			\$ 100	\$ 100
Office Supplies		\$ 100			\$ 100	\$ 100
Supplies	\$ 1,000	\$ 1,000			\$ 1,000	\$ 1,000
Telephone	\$ 1,250	\$ 1,500			\$ 1,500	\$ 1,500
Power	\$ 1,000	\$ 1,000			\$ 1,000	\$ 1,000
Capital Exp. Maint.	\$ -				\$ -	\$ -
Uniforms	\$ 750	\$ 750			\$ 750	\$ 750
Meetings & Lodging	\$ 50	\$ 50			\$ 50	\$ 50
Trash	\$ 850	\$ 850			\$ 850	\$ 850
Publications	\$ 500	\$ 500			\$ 500	\$ 500
Training and Safety	\$ 850	\$ 850			\$ 850	\$ 850
Unemployment		\$ -			\$ -	\$ -
Miscellaneous	\$ 100	\$ 500			\$ 500	\$ 500
Drug Testing	\$ 50	\$ 50			\$ 50	\$ 50
Inmate Program	\$ 1,650	\$ 1,800			\$ 1,800	\$ 1,800
Software Support	\$ 1,557	\$ 2,631	\$ 6,216		\$ 8,847	\$ 2,631
Professional Services	\$ 16,667	\$ 20,000			\$ 20,000	\$ 20,000
Accounting	\$ 143	\$ 147			\$ 147	\$ 147
Propane	\$ 2,000	\$ 2,000			\$ 2,000	\$ 2,000
Capital Expenditure	\$ 42,500		\$ 521,700	\$ 15,000	\$ 536,700	\$ -
Capital Exp Equipment Purch					\$ -	\$ -
Equipment Lease Purchase					\$ -	\$ -
New City Hall Remodel					\$ -	\$ -
Transfer to Restricted Fund					\$ -	\$ -
TOTAL	\$ 168,229	\$ 134,165	\$ 535,121	\$ 15,000	\$ 684,286	\$ 134,165

Combined Parks and Restricted Parks Fund 33-33 *

	<i>Est. Actual 2019</i>	<i>Budget 2020</i>	<i>%</i>
Cash Balance as of December 31st	\$ 1,124,211	\$ 1,182,847	5.22%
Tennis Courts Fund	\$ 30,000	\$ 30,000	0.00%
Equipment Replacement Reserve Fund			
Total Cash Balance	\$ 1,154,211	\$ 1,212,847	5.08%

REVENUES	<i>Est. Actual 2019</i>	<i>Budget 2020</i>	<i>%</i>
4030 Sales tax	\$ 713,179	\$ 721,777	1.21%
4230 Interest	\$ 15,555	\$ 15,000	-3.57%
4380 Misc. Revenues			
4390 Insurance Claim Payment			
4540 Webster Electric Capital Credits		\$ 1,002	
4541 Anthem Ins. Rebate		\$ 1,260	
4610 Property Taxes	\$ 101,500	\$ 101,700	0.20%
4620 Rent	\$ 4,200	\$ 4,000	-4.76%
4625 Softball/Baseball	\$ 12,470	\$ 13,375	7.26%
4626 Adult Ball	\$ 800	\$ 1,500	87.50%
4630 Soccer	\$ 13,193	\$ 20,125	52.54%
4800 Grant Funds	\$ 112,530		-100.00%
4634 Season Passes	\$ 17,180	\$ 18,500	7.68%
4635 Daily Passes	\$ 73,543	\$ 73,000	-0.74%
4645 Swim Lessons	\$ 6,150	\$ 6,200	0.81%
4640 Swim Team	\$ 1,000	\$ 1,600	60.00%
4620 Pool Rentals	\$ 8,555	\$ 6,500	-24.02%
Water Fitness		\$ 750	
4655 Concessions	\$ 20,502	\$ 33,750	64.62%
Transfer In from General Fund	\$ 77,304	\$ 66,041	
Subtotal	\$ 1,177,661	\$ 1,086,080	-7.78%

Surplus (Deficit) to Balance	\$ (76,373)	\$ 58,635	-176.78%
TOTAL	\$ 1,254,034	\$ 1,086,080	-13.39%

OPERATING EXPENDITURES	<i>Est. Actual 2019</i>	<i>Budget 2020</i>	<i>%</i>
6010 Wages		\$ 99,544	
Wages - Admin	\$ 117,537	\$ 28,249	8.73%
6018 Wages PT	\$ 96,621	\$ 108,500	12.29%
6011 Payroll Taxes		\$ 15,915	
Payroll Taxes - Admin	\$ 16,662	\$ 2,161	8.49%
6012 Group Insurance		\$ 41,678	
Group Ins - Admin	\$ 27,103	\$ 6,551	77.95%
6013 LAGERS		\$ 14,633	
LAGERS - Admin	\$ 15,268	\$ 4,153	23.04%
6014 Worker's Compensation		\$ 10,819	
Work Comp - Admin	\$ 2,572	\$ 42	322.29%
6020 Truck Expense	\$ 1,600	\$ 2,000	
6021 Gas and Oil	\$ 2,250	\$ 2,250	0.00%
6022 Equipment Maintenance	\$ 3,500	\$ 4,100	17.14%
6023 Computer Maintenance	\$ 9,000	\$ 6,000	-33.33%
6025 Maintenance	\$ 9,800	\$ 9,500	-3.06%
6030 Legal	\$ 1,100	\$ 1,400	27.27%
6031 Engineering	\$ 77,751		-100.00%
6032 Insurance	\$ 18,544	\$ 25,749	38.85%
6033 Postage	\$ 250	\$ 250	0.00%
6040 Office Supplies	\$ 2,000	\$ 2,000	0.00%
6041 Ump and Ref	\$ 3,640		-100.00%
6045 General Supplies	\$ 5,764	\$ 7,000	21.45%
6048 Swim Team	\$ 102	\$ 550	438.95%
6049 Adult Ball	\$ 51	\$ 1,000	1858.86%
6050 Utilities			

6051	Telephone	\$	5,277	\$	5,400	2.34%
6052	Power Purchased	\$	13,500	\$	15,700	16.30%
6053	Swim Lessons	\$	520	\$	400	-23.08%
6054	Fairground Maintenance	\$	5,500	\$	7,500	36.36%
6055	Youth ball	\$	4,542	\$	6,000	32.11%
6058	Soccer	\$	2,965	\$	6,500	119.25%
6059	Concession	\$	9,078	\$	16,500	81.76%
6060	Grounds Maintenance	\$	48,000	\$	58,500	21.88%
6061	Pour-in-Place Maintenance			\$	8,000	
6062	Capital Exp. Maint.	\$	1,000			-100.00%
6069	Uniform	\$	2,491	\$	3,300	32.45%
6070	Meetings & Lodging	\$	1,500	\$	4,350	190.00%
6071	Dues and Subscriptions	\$	1,064	\$	680	-36.09%
6072	Trash	\$	3,300	\$	3,700	12.12%
6073	Publications	\$	2,350	\$	1,350	-42.55%
6074	Ballfield Expense	\$	10,500	\$	15,000	42.86%
6075	Training and Safety	\$	6,670	\$	7,150	7.20%
6076	Unemployment					
6079	Misc.	\$	2,953	\$	600	-79.68%
6081	Credit Card Fees	\$	411	\$	1,200	192.11%
6083	Chemicals	\$	9,000	\$	10,000	11.11%
6097	Drug Testing	\$	50	\$	50	0.00%
6100	Inmate Program	\$	4,500	\$	5,000	
6231	Software Support	\$	3,700	\$	5,646	52.59%
6301	Professional Services	\$	41,734	\$	33,000	-20.93%
6302	Accounting	\$	234	\$	294	25.43%
6323	WC Injury city paid					
6502	Propane	\$	1,500	\$	1,800	
6511	Security	\$	1,150	\$	2,050	78.26%
6611	Capital Expenditure	\$	4,156			-100.00%
6664	Score Boards					
6941	Vandalism	\$	1,000	\$	1,500	50.00%
6805	Planning	\$	12,878			-100.00%
	Sports Team Equipment			\$	7,500	
	Subtotal	\$	612,635	\$	622,714	1.65%

CAPITAL EXPENDITURES						
6090	Bond Principal	\$	260,000	\$	270,000	3.85%
6091	Bond Interest	\$	143,344	\$	132,744	-7.39%
6092	Agent Fees	\$	1,988	\$	1,988	0.00%
6651	Sewer Expansion to Activity Center					
6652	Water Expansion to Activity Center					
6653	Street Expansion for Activity Center					
6062	Electrical Upgrades					
6611	Pour 'n Place	1	\$	225,060		
6611	Land Purchase					
6611	10 Spin					
6611	Electronic Cash Registers	\$	1,008			-100.00%
6611	New City Hall Purchase					
6611	Network Server					
6630	New City Hall Remodel					
6661	Tennis Courts	\$	10,000			-100.00%
	Transfer to Reserve Replacement					
	Subtotal	\$	641,399	\$	404,731	-36.90%

TOTAL EXPENDITURES	\$	1,254,034	\$	1,027,445	-18.07%
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* General Parks and Restricted Parks have been combined for the 2020 Budget. Included in the budget document are the budget sheets showing budgets before combining.

Adopted

11/21/2019

Combined Parks Fund

Line Item	Line Item Description	Priority	Request Detail	2020 Projected Budget
4030	Sales tax		1/2% local parks / stormwater sales tax. RSMo Sections 644.032-644.033	\$ 721,777
4200	Sale of Assets		Records the sale of any assets and surplus property	
4230	Interest			\$ 15,000
4540	Webster Capital Credits		Once a year Webster Electric Cooperative distributes the amount of money that is left over after all expenses have been paid in the form of capital credits on a 20 year payment cycle. Based on the Finance Committee's recommendations, the Webster Electric Capital Credits is budgeted for 2020 based on an average of the last two years.	\$ 1,002
4541	Anthem Insure rebate		A result of the medical loss ratio (MLR), which is part of the Affordable Care Act (ACA). MLR is that a certain percentage of premium dollars must be used for medical claims and programs that improve the quality of health care and not for administrative expenses. Based on the Finance Committee's recommendations, the Anthem Health Insurance Rebate is budgeted for 2020 based on the average of the last two years.	\$ 1,260
4610	Taxes (real property)		Real estate & personal property taxes levied each year.	\$ 101,700
4620	Rent		Revenue from park and fairground rentals.	\$ 4,000
4625	Softball/Baseball		Youth Ball registration fees. Note: \$875.00 added to this line as priority 1 that was originally set out as a priority 2. This additional revenue would be from a fee increase of \$3.00 per participant as well as an increase of \$5.00 for late registration. The new proposed fees would increase from \$37 to \$40 for residents, \$42 to \$45 for non-residents, and \$5 to \$10 for late registrations. This will help cover costs for increased program value and quality of adding training for ump's, a complex manager, and clinics and trainings for coaches and players. There is room in the market to further increase the fee an additional \$5-10 per participant as the proposed fees are below Nixa, Ozark, Willard, Republic, Springfield Park Board and non-member Springfield YMCA. This would be contingent on the BOA amending the ordinance dictating the current fees.	\$ 13,375
	Baseball Fall Boys	2	Based on 8 teams x 10 players per team x \$40	\$ 3,200
	Softball Spring Girls	2	Based on 6 teams x 10 players per team x \$40	\$ 2,400
4626	Adult Ball		Adult Ball registration fees.	\$ 1,500
4630	Soccer		Spring & Fall Soccer registration fees. Note: \$2,125.00 added to this line that was originally set as a priority 2. This additional revenue would be from a fee increase of \$5.00 per participant as well as an increase of \$5.00 for late registration. The new proposed fees would increase from \$35 to \$40 for residents, \$40 to \$45 for non-residents, and \$5 to \$10 for late registrations. This will help cover costs for increased program value and quality of adding training for refs, a complex manager, and clinics for coaches and players. There is room in the market to further increase the fee an additional \$5-10 per participant as the proposed fees are below Nixa, Ozark, Willard, Republic, Lake Country, and non-member Springfield YMCA. This would be contingent on the BOA amending the ordinance dictating the current fees.	\$ 20,125
	Adult Basketball	2	Summer Outdoor 3 on 3	\$ 1,200
	Adult Basketball	2	Winter Indoor 5 on 5	\$ 1,600
4634	Season Passes		Season Pass Sales - Planning increased sales by offering 2020 Season Passes for sale at Christmas and Better Marketing	\$ 18,500
4635	Daily Passes		Numbers based off of 2019 sales season and the balance between extra revenue from Season Pass Sales	\$ 73,000
4640	Swim Lessons		Numbers based from 2019.	\$ 6,200
4640	Swim Team		Note: Actuals for 2019 are lower. Increased marketing and longer registration period should increase registration for 2020	\$ 1,600
4620	Pool Rentals		Adding Night Swim to Saturday nights decreases the number of rentals available as well as a prime rental slot. Increased concessions and season pass revenue, along with added revenue from birthday party packages, should balance the difference between 2019 actuals and 2020 revenue projections.	\$ 6,500
4655	Concessions		Revenues brought in by concessions sales. Increased offerings. Added night swims. Note: \$8750 added to this line that was originally set as priority 2 based of predicted concessions sales at the new concessions stand in Rotary Park.	\$ 33,750
4800	Grant Funds			
	Water Fitness	1	Participation fees for Water Fitness Classes at the TMAC	\$ 750
	Dive In Movies	2	\$6.00 x 75.	\$ 450
	Lap Swim/Water Walk	2	Programmed during swim lessons and/or swim team. \$3 x 50 participants	\$ 150
	B-Day Party Packages	2	\$35 add on to deck party includes 2 Post Game pizzas, 2-2 liters, Plates, cups napkins, table and chairs. X 10	\$ 350
	Dog Swim	2	\$10 per registration x 50. Sponsorships/Partnerships will be sought for this program as well.	\$ 500
	Pitch Hit and Run	2	Special Event to kick off fall ball registration (or may be held prior to summer season in the same respect) \$25 x 50 Looking for sponsorships for this annual event.	\$ 1,250
	Basket Ball Clinic	2	Partnership with MAC or Schools and Churches. Parks will market and host registration for a kids basketball clinic. Looking for partnerships and sponsorships to cover costs. This program is considered value-added in that it may operate on a break even basis in 2020 in order to provide a service to the community, establish important partnerships, and serve as a precursor to establishing a basketball league through Parks the next year.	
	Sand Volley Ball Tournament	2	Top Gun 80's themed Volley Ball Tournament. Seeking Sponsorships. \$30 x 2 man, \$50 x 4 man teams. Concessions open. 20 teams would bring in around 800. This would be a 15 through adult tournament.	\$ 800
	Kick Punt Pass	2	To partner with the local football league and/or the school. This would be a summer event to coincide with little league registration kick off (pun intended). Or could be a fall event to celebrate football season. Seeking sponsorships. The winners could perform at halftime at a Marshfield Football game for a grand prize? Depends on sponsor and funds. Will have a registration fee to cover costs. It will also serve as an investment for preliminary research into the feasibility of a flag football league run through Parks in the future.	\$ 750
	Golf Series	2	In partnership with the local club and also Rotary, Lions, Kiwanis, etc. A registration fee will apply to offset costs. Program contingent on support by local groups as well as agreement from local Golf Course.	\$ 1,350
	Disc Golf Tournament	2	This will be to market and kick-off the new Disc Golf Course and will be part of a road series through Disc Monkey. Parks will receive some percentage of registration fees, but the tournament will be run through a private disc golf company in 2020. Parks may run tournaments and other events without the assistance of an outside company in the future. Contingent on funding and approval for new 18 hole Disc Golf Course proposed as Priority 2 for 2020.	\$ 360

	Pumpkins in the Park	2	The only cost for this event would be to sell pumpkins. This is a value added community event. Sponsorships are needed to cover costs.	\$ 1,500
	Family Game Night Massey	2	Value added free event. Costs covered by sponsorships.	
	Transfer In		Transfer from General Fund	\$ 66,041
				Total Revenues \$ 1,101,940
6010	Wages		Allocations for employees salaried that work within the parks system	\$ 99,544
	Wages	2	New Employee - Recreation Supervisor	\$ 25,808
	Wages - Admin			\$ 28,249
	Wages - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 2,400
6018	Wages PT	1	Aquatics Staff. Increased night swim events throughout the summer. Adding night swim every Monday, Friday and Saturday throughout the summer. Added minimum wage costs (+.85) increase staff costs. Note: In-service trainings for lifeguard skills. Umpire and ref part-time costs added to this line item for 2020. Note: \$2500 added to this priority 1 line that was originally set up as a priority 2 for the new concessions in Rotary Park.	\$ 108,500
	Baseball Fall Boys	2	Based on 4 games per night x 6 nights of play	\$ 1,500
	Softball Fall Girls	2	Based on 3 games per night x 6 nights of play	\$ 1,000
	Dog Swim	2	2 staff x 4 hours	\$ 90
	Pitch Hit Run	2	May need a few ump for this event depending on volunteers	
	Basket Ball Clinic	2	May need a couple of part time staff to help with organization on the day of the clinic, depending on volunteers	
	Youth Basketball	2		\$ 1,920
	Volley Ball Tournament	2	1 ref x 8 hours	\$ 80
	Kick Punt Pass	2	May need a couple of part time staff to help with organization on the day of the clinic, depending on volunteers	
	Disc Golf Tournament	2		
	Pumpkins in the Park	2		
	New Concessions - Rotary	2	Added as priority 1 Wages PT. See narrative above	
6011	Payroll Taxes			\$ 15,915
	Payroll Taxes	2	New Employee - Recreation Supervisor	\$ 1,974
	Payroll taxes	2	For above part-time priority 2's	\$ 351
	Payroll Taxes - Admin			\$ 2,161
	Payroll Taxes - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 184
6012	Group Insurance			\$ 41,678
	Group Insurance	2	New Employee - Recreation Supervisor	\$ 15,737
	Group Ins - Admin			\$ 6,551
	Group Ins - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 1,349
6013	LAGERS			\$ 14,633
	LAGERs	2	New Employee - Recreation Supervisor	\$ 3,536
	LAGERS - Admin			\$ 4,153
	LAGERS - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 353
6014	Worker's Compensation			\$ 10,819
	Worker's Compensation	2	New Employee - Recreation Supervisor	\$ 54
	Work Comp - Admin		Work Comp - Admin	\$ 42
	Work Comp - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 5
6020	Truck Expense	1	Funds to maintain and repair the Park truck. The Parks Department currently owns a 2001 Chevy 2500 Utility Truck with 186,818 miles.	\$ 2,000
6021	Gas and Oil	1	Includes fuel and oil to operate and maintain all trucks, mowers, chainsaws, and weed trimmers in the Parks department.	\$ 2,250
6022	Equipment Maintenance	1	Maintains the mowers, weed eaters, blower, and any other equipment owned and used by the parks Department including Pool Filters, Pool vac bags, Pool related equipment maintenance	\$ 4,100
6023	Computer Maintenance	1	Liberty Tech Fees: *Network Services not limited to support for trouble shooting, Internet lines for POS systems for new concessions, installing and hooking up computer hardware, etc. *Office 365 ongoing *Antivirus Support. Replacement hardware items such as screens, chords, keyboard, mouse, etc.	\$ 6,000
	Computer Maintenance	2	New Computer for new Parks Position	\$ 2,000
6025	Maintenance	1	Funds used to maintain/repair items in all of the City Parks including playground equipment repair, parking lot and driveway maintenance, bridges and walkways, sidewalks, pavilion and building maintenance, restroom upkeep and repair. The bridge at Nelson park will need to be replaced in 2020, that is why you see an increase. Bolts, fittings, connectors, electrical, lumber/parts, plumbing parts, paint, epoxy, caulking, sealant, etc.	\$ 9,500
6030	Legal	1	City Attorney fees for Park related matters.	\$ 1,400
6032	Insurance		Property and liability insurance of property, buildings, vehicles and equipment. This year was only half a year. Adding in the cost for 6 more months of coverage.	\$ 25,749
	Insurance	2	Insure new Admin Truck - allocated	\$ 85
6033	Postage	1	Parks related mailing needs. Check stubs, pictures, information, return shipping, etc.	\$ 250
6040	Office Supplies	1	Pays for chairs, tables, printer, desks, paper, ink, copier, folders, pens, pencils, paper clips post it notes, forms, staples and stapler, purchase order books, work order books, cleaning supplies, keys, light bulbs, cleaners, soaps, mops and other misc. items used.	\$ 2,000
6041	Ump and Ref	1	This line item moved to Part Time Wages. Note: 2017 this fund dropped to \$6,000 as \$4,000 was reallocated and split into Youth Ball and Soccer Funds.	
6045	General Supplies	1	Funds to purchase, repair, maintain or replace maintenance tools, light bulbs, wrenches, electrical supplies, purchase shop supplies such as, cleaners, paints, lubricants, coffee, coffee cups, and bathroom supplies for all of the parks restrooms, cleaning items such as soaps, paper towels. Rotary Club is adding a new restroom facility this year to Rotary Park and it is expected to increase the usage in that park. Ricoh copier machine monthly rental fees. Fees based on number of copies. 8% of total rental cost.	\$ 7,000
6048	Swim Team	1	Ribbons, trophies, t-shirts, swim caps, not cards, timers, clipboards	\$ 550

6049	Adult Ball		Improved quality shirts and caps (will also serve as marketing for Parks), trophies,	\$ 1,000
6051	Telephone	1	Pays for land lines and cell phones used to answer work calls during the day and after hours. Phone rental & PBX allocation. 2 Cell phones, 2 office phones, 1 pool phone, one pool tablet.	\$ 5,400
	Telephone	2	Cell phone for new Parks Position	\$ 600
6052	Power Purchased		Funds for electricity for Ball fields, Concessions Stands, Fairgrounds, Tennis courts, Restrooms, Pavilions and Pool. The new Rotary restrooms are anticipated to be heated, this increase is roughly \$100 per month for the cold weather months. Power Purchased for the Pool is based on electricity usage for 2019.	\$ 15,700
6053	Swim Lessons	1	*Note Swim Lesson University Training Program plus certification costs are located in the Safety and Training budget. Swim toys, kick boards, level medals, life jackets are 4 pack x \$25...x10 = \$250.00. Instructor resources printed on special paper.	\$ 400
6054	Fairground Maintenance	1	Funds used for maintaining the fairgrounds, such as gravel, ag lime for the barns, service road repair, water leaks, bleacher maintenance, paint, fencing, etc.	\$ 7,500
6055	Youth ball	1	Funds for City's Youth ball and Adult Ball Leagues	\$ 6,000
6058	Soccer	1	Funds for City's Youth Soccer league	\$ 6,500
6059	Concessions	1	Stock and restock concessions. Note: \$4,000 added to this priority 1 line that was originally scheduled as a priority 2 for costs related to the new concessions at Rotary Park.	\$ 16,500
6060	Grounds Maintenance	1	Contract mowing of the Parks, Elm St. and Pool area. Contract is for mowing, no trimming, and is based off of 25 mowings. Depending on the year, it may be more or less than 25 causing a cost increase or decrease. This has been a 3 year contract with no increases. There is a 10% increase of the Parks and Rec budget number.	\$ 58,500
6061	Pour-in-Place Maintenance	1	Funds to seal and maintain the pour-in-place materials within the parks. This is supposed to be sealed every 2-3 years. There is a significant increase due to the increase of pour in place within the parks	\$ 8,000
6062	Capital Exp. Maint.	2	Funds used to seal the asphalt trails in our parks.	
6069	Uniform	1	Lifeguard Suits and Shirts - Shift Leader Shirts - Concessions Shirts - FTE Polos, Umpire Shirts. Increases branding for parks, reinforces staff presence and good guest service. Creates a clean uniform look creating a high quality, more professional environment. Line includes grease rags, floor mats and soap.	\$ 3,300
6070	Meetings & Lodging	1	NRPA Conference Parks Director - \$1800. MPRA Conference x 5 for FTE and Parks Committee = 1950. Hotel x 2 = 400. Travel/Meals 200.	\$ 4,350
6071	Dues and Subscriptions	1	Pays for dues to professional organizations such as MO-Parks. NRPA = \$450, MPRA \$40x3 FTE = \$120	\$ 680
6072	Trash	1	Trash service with WCA for pool May through September based on costs from 2019. Trash service for all 7 Parks, Webco Custom industries has started charging \$25 per site, per month for recycling. This service has been free in the past, the parks committee was in favor of supporting it for now, this is why this is built into this budget for an additional \$2,100 (\$25 x 7 sites x 12 months) this could be reduced if we remove or request some of the parks to not be picked up in the off season, but for now, it is in each park.	\$ 3,700
6073	Publications	1	Pays for Public Notices, Financial Statements, Help Wanted ads that might apply to Parks dept. or is allocated from City Hall.	\$ 1,350
6074	Ballfield Expense	1	Dirt work/Sand for all ballfields including Diamonds, Soccer, and Volley Ball. Includes cost for over seeding, aeration, fertilization of fields as needed to even out the surfaces and maintain a consistent and healthy playing surface.	\$ 15,000
	Ballfield Expense	2	Getting Price Quote for field work to level out holes in playing fields for the large soccer field and Lund	
	Ballfield Expense	2	Fertilization Expense 2 times per year for all ball field grass - Price Quote Coming	
6075	Training and Safety	1	Swim Lesson University Training Program = \$600, Instructor certs \$10 per level per instructor.. 3 levels per instructor x 12 instructors = 360.00. Lifeguard training \$200 x 20 lifeguards = \$4,000. Lifeguard training and safety equipment needed: Training Manikins = 698. AED Trainer = \$85.00. BVM, pocket masks, gloves, first aid supplies, exposure control kit, biohazard cleanup = \$375.00. First aid kits per field = \$225. Funds the employee safety equipment including safety boots, gloves, hats, vests, safety glasses or goggles, ear protection and signs as well as all the safety training courses for personnel.	\$ 7,150
6076	Unemployment	1	Funds the Parks Department portion of Unemployment costs	
6079	Misc.		2019 included a DJ fee. Unanticipated miscellaneous items, small items that is not easily allotted to other line items such as poison ivy spray, wasp spray, and stocking of the first aid kits.	\$ 600
6081	Credit Card Fees	1	This is based on current pricing. This service is bid out and the costs range widely from vendor to vendor. The cost could decrease from this proposed amount based on 2020 pricing and who bids.	\$ 1,200
6083	Chemicals	1	Based on 2019 costs, deducting \$2,000 for a total of \$10,000	\$ 10,000
6097	Drug Testing	1	Funds the random drug testing of employees.	\$ 50
6100	Inmate Program	1	Funds for the use of the Inmates from OCC in Fordland. Inmates weed eat, trim trees, paint etc., we are looking at going to 4, 10 hour days in the summer next year and increasing the number of inmates	\$ 5,000
6231	Software Support	1	Funds the Parks department's portion of software upgrades to Summit (accounting and billing), Dude Solutions permits and licenses and When to Work Employee Scheduling online software.	\$ 5,646
	Software Support	2	Meet Manager Software in order to host swim meets at the pool. Includes software and extra support package for start up.	\$ 550
	Software Support	2	SmartGov - permits, plan reviews, inspections, code enforcement and licensing.	\$ 5,171
	Software Support	2	Upgrade Mobile 311 to Asset Essentials - initiate, assign and track the progress of maintenance work orders; manage assets and equipment for all properties with advanced mobile and GIS capabilities, develop advanced workflows with preventive maintenance scheduling and manage inventory.	\$ 2,045
6301	Professional Services	1	Economic Development cost share and costs for opening and closing the pool	\$ 33,000
	Professional Services	2	Cost for schematic design of Patriot Park	\$ 50,000
	Professional Services	2	New Website for Parks. Still working on quote for price range from Web Designer Doug Clark. Professional Website.	\$ 5,000
	Professional Services	2	Alternative New Website for Parks. Business grade website built from an online template. Set up by, built and monitored through contract by a business located in Republic called Sideline Assistant. This website would be built off of the Wix online website template platform. A pro is that it is user friendly and training on how to do updates and manage the website are included in the set up and build cost. Includes a domain name from Go Daddy with an annual renewal of \$17.99. The Wix platform monthly fee is \$27 and includes: online payments, unlimited bandwidth, 35 GB Storage, domain connection (so we can connect our Go Daddy name), removes all pop up ads, and 10 hours of video per month. The initial one time build cost is \$600.00. 15 hours of maint per month including social media links and platforms at \$225/month.	\$ 3,624
6302	Accounting	1	Funds the Parks Department portion of accounting costs	\$ 294

6323	WC Injury city paid	X		
6502	Propane	1	Funds used to heat buildings.	\$ 1,800
6511	Security	1	Yearly fee for security monitoring at the TMAC and Hidden Waters Park.	\$ 2,050
	Security	2	Security Installation and Monitoring for new concessions and rotary pavilion Monthly Monitoring = 50/month plus 11,200 for initial set up package	\$ 11,800
6611	Capital Expenditure Purchase			
6611	Capital Expenditure	3	Trail from Parking lot at rotary, around ballfields and by concession stand, then paving the parking lot on the East side along with the drive to Elizabeth	\$ 95,000
6611	Capital Expenditure	3	Replace Backstop and fencing at ballfields	
6611	Capital Expenditure	2	New mower trailer	
6611	Capital Expenditure Purchase	2	Sandblast and paint front fence and bridge fence at Rotary Park	
6611	Capital Expenditure	2	Roller for tractor to take ruts out of fields.	
6611	Capital Expenditure	2	Chainsaws to replace old ones	
6611	Capital Expenditure	3	Weed sprayer on a trailer	
6611	Capital Expenditure	2	Weed eaters to replace old ones	
6611	Capital Expenditure	3	UTV to help with spraying that you can not get a vehicle to.	
6611	Capital Expenditure Purchase	2	New utility truck, could be out of a different department if there was one purchased	
6611	Capital Expenditure Purchase	2	Skid steer attachment	\$ 2,500
6621	Capital Exp. Equip. Purchase	3	Lawn mower to possibly be split with water department	
6621	Capital Exp. Equip. Purchase	3	Walk behind/stand mower	
6621	Capital Exp. Equip. Purchase	2	Fertilizer Spreader	
6621	Capital Exp. Equip. Purchase	2	Tree grapple Skid steer attachment	
6626	Equipment Lease Purchase	2	Allocation of Admin Truck Purchase	\$ 4,500
6630	New City Hall		New City Hall remodel allocation	
6661	New Tennis Courts	3		
6805	Planning			\$ -
6941	Vandalism	2	Funds for repair, clean up, and replacement after damages occur	\$ 1,500
	Soccer	2	Cost for clinicians (sponsors?)	
	Baseball	2	Cost for clinicians (sponsors?)	
	Softball	2	Cost for clinicians (sponsors?)	
	Spring Softball Girls	2		\$ 2,218
	Fall Baseball Boys	2		\$ 2,644
	Water Fitness	2	See Grant Funds to cover training and equipment	
	Dive In Movies	2	\$500 per movie to purchase movie rights	\$ 500
	Lap Swim/Water Walk	2	No additional cost	
	B-Day Party Packages	2	2 Post Game Pizzas, 2 two liter sodas, cups, plates, napkins, table cloth = \$20 x 10 events	\$ 200
	Dog Swim	2		
	Pitch Hit Run	2		\$ 853
	Basket Ball Clinic	2		
	Sand Volley Ball Tournament	2		\$ 699
	Kick Punt Pass	2		\$ 492
	Golf Series	2		\$ 745
	Disc Golf Tournament	2		\$ 193
	Pumpkins in the Park	2	Cost of pumpkins	\$ 1,228
	Family Game Night Massey	2		\$ 300
	Youth Basketball	2		\$ 1,837
	Adult Basketball	2	Summer Outdoor 3 on 3	\$ 660
	Adult Basketball	2	Winter Indoor 5 on 5	\$ 528
	Sports Team Equipment	1	Purchases bats, protective catchers gear, balls, t's, and cones for each team who participates in the ball program. This equipment is necessary for safety and the basic practice and learning of the game. Each team needs an equipment bundle that gets checked out at the beginning of each season that is developmentally appropriate for that age group.	\$ 7,500
			Total Operating Expenditures	\$ 875,026
	Debt Service Payments		Principal & Interest for debt service payments.	\$ 404,732
	Disc Golf	2	Verbal quote from Disc Monkey for design and full install was around \$16,000. Add some additional benches and features, and signage to the course.	\$ 20,000
	Dive in Movie Equipment	2	Package includes blue ray player, projection from rear, 17ft inflatable screen, Yamaha sound system	\$ 3,500
	New Sound System (portable)	2	Yamaha Stage Pas 600 BT	\$ 900
	Fencing repair for baseball fields	2		\$ 3,000
	Dugout Repair/Rebuild for fields	2		\$ 2,500
	Patriot Park Schematic Design	2		\$ 50,000
	Marketing Plan	2		\$ 8,714
			Total Capital Expenditures	\$ 493,346
			Total Expenditures	\$ 1,368,372
			Net	\$ (266,432)

Combined Parks and Restricted Parks Fund 2020 Budget

Description	2019 Est. Actuals	Priority 1	Priority 2	Priority 3	Total	2020 Proposed Budget
Wages	\$ 117,537	\$ 99,544	\$ 25,808		\$ 125,352	\$ 99,544
Wages - Admin		\$ 28,249	\$ 2,400		\$ 30,649	\$ 28,249
Wages PT	\$ 96,621	\$ 108,500	\$ 4,590		\$ 113,090	\$ 108,500
Payroll Taxes	\$ 16,662	\$ 15,915	\$ 2,325		\$ 18,240	\$ 15,915
Payroll Taxes - Admin		\$ 2,161	\$ 184		\$ 2,345	\$ 2,161
Group Insurance	\$ 27,103	\$ 41,678	\$ 15,737		\$ 57,415	\$ 41,678
Group Ins - Admin		\$ 6,551	\$ 1,349		\$ 7,900	\$ 6,551
LAGERS	\$ 15,268	\$ 14,633	\$ 3,537		\$ 18,170	\$ 14,633
LAGERS - Admin		\$ 4,153	\$ 353		\$ 4,506	\$ 4,153
Worker's Compensation	\$ 2,572	\$ 10,819	\$ 54		\$ 10,873	\$ 10,819
Work Comp - Admin		\$ 42	\$ 5		\$ 47	\$ 42
Truck Expense	\$ 1,600	\$ 2,000			\$ 2,000	\$ 2,000
Gas and Oil	\$ 2,250	\$ 2,250			\$ 2,250	\$ 2,250
Equipment Maintenance	\$ 3,500	\$ 4,100			\$ 4,100	\$ 4,100
Computer Maintenance	\$ 9,000	\$ 6,000	\$ 2,000		\$ 8,000	\$ 6,000
Maintenance	\$ 9,800	\$ 9,500			\$ 9,500	\$ 9,500
Legal	\$ 1,100	\$ 1,400			\$ 1,400	\$ 1,400
Engineering	\$ 77,751				\$ -	\$ -
Insurance	\$ 18,544	\$ 25,749	\$ 85		\$ 25,834	\$ 25,749
Postage	\$ 250	\$ 250			\$ 250	\$ 250
Office Supplies	\$ 2,000	\$ 2,000			\$ 2,000	\$ 2,000
Ump and Ref	\$ 3,640				\$ -	\$ -
General Supplies	\$ 5,764	\$ 7,000			\$ 7,000	\$ 7,000
Swim Team	\$ 102	\$ 550			\$ 550	\$ 550
Adult Ball	\$ 51	\$ 1,000			\$ 1,000	\$ 1,000
Telephone	\$ 5,277	\$ 5,400	\$ 600		\$ 6,000	\$ 5,400
Power	\$ 13,500	\$ 15,700			\$ 15,700	\$ 15,700
Swim Lessons	\$ 520	\$ 400			\$ 400	\$ 400
Fairground Maintenance	\$ 5,500	\$ 7,500			\$ 7,500	\$ 7,500
Youth ball	\$ 4,542	\$ 6,000			\$ 6,000	\$ 6,000
Soccer	\$ 2,965	\$ 6,500			\$ 6,500	\$ 6,500
Concession	\$ 9,078	\$ 16,500			\$ 16,500	\$ 16,500
Grounds Maintenance	\$ 48,000	\$ 58,500			\$ 58,500	\$ 58,500
Pour-N-Place Maintenance		\$ 8,000			\$ 8,000	\$ 8,000
Capital Exp. Maint.	\$ 1,000				\$ -	\$ -
Uniform	\$ 2,941	\$ 3,300			\$ 3,300	\$ 3,300
Meetings & Lodging	\$ 1,500	\$ 4,350			\$ 4,350	\$ 4,350
Dues and Subscriptions	\$ 1,064	\$ 680			\$ 680	\$ 680
Trash	\$ 3,300	\$ 3,700			\$ 3,700	\$ 3,700
Publications	\$ 2,350	\$ 1,350			\$ 1,350	\$ 1,350
Ballfield Expense	\$ 10,500	\$ 15,000	\$ 5,500		\$ 20,500	\$ 15,000
Training and Safety	\$ 6,670	\$ 7,150			\$ 7,150	\$ 7,150
Unemployment					\$ -	\$ -
Misc.	\$ 2,953	\$ 600			\$ 600	\$ 600
Credit Card Fees	\$ 411	\$ 1,200			\$ 1,200	\$ 1,200
Chemicals	\$ 9,000	\$ 10,000			\$ 10,000	\$ 10,000
Debt Service Principal	\$ 260,000	\$ 270,000			\$ 270,000	\$ 270,000
Debt Service Interest	\$ 143,344	\$ 132,744			\$ 132,744	\$ 132,744
Agent Fees		\$ 1,988			\$ 1,988	\$ 1,988
Drug Testing	\$ 50	\$ 50			\$ 50	\$ 50
Inmate Program	\$ 4,500	\$ 5,000			\$ 5,000	\$ 5,000
Software Support	\$ 3,700	\$ 5,646	\$ 7,766		\$ 13,412	\$ 5,646
Professional Services	\$ 41,374	\$ 33,000	\$ 58,624		\$ 91,624	\$ 33,000
Accounting	\$ 234	\$ 294			\$ 294	\$ 294
WC Injury city paid					\$ -	\$ -
Propane	\$ 1,500	\$ 1,800			\$ 1,800	\$ 1,800
Security	\$ 540	\$ 2,050	\$ 11,800		\$ 13,850	\$ 2,050
Capital Expenditure	\$ 227,060		\$ 90,114	\$ 95,000	\$ 185,114	\$ -
New City Hall Remodel					\$ -	\$ -
Tennis Courts	\$ 10,000				\$ -	\$ -
Score Boards					\$ -	\$ -
Vandalism		\$ 1,500			\$ 1,500	\$ 1,500
Planning					\$ -	\$ -
Special Events					\$ -	\$ -
Sports Team Equipment		\$ 7,500			\$ 7,500	\$ 7,500
New Programs			\$ 13,096		\$ 13,096	\$ -
TOTAL	\$ 1,234,488	\$ 1,027,446	\$ 245,926	\$ 95,000	\$ 1,368,372	\$ 1,027,446

Parks and Recreation 32-30

BEFORE COMBINING

REVENUES	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
4200 Sale of Assets							
4230 Interest	\$ 69		\$ 92		\$ 177		
4380 Miscellaneous	\$ 106				\$ 408		
4390 Insurance Claim Pmt			\$ 129				
4540 Webster Capital Credits	\$ 624		\$ 1,380			\$ 1,002	
4541 Anthem Insurance rebate	\$ 361		\$ 740			\$ 550	
4610 Property Taxes	\$ 91,771	\$ 97,356	\$ 105,968	\$ 99,713	\$ 101,500	\$ 101,700	0.20%
4620 Rent	\$ 4,742	\$ 3,500	\$ 3,006	\$ 3,500	\$ 4,200	\$ 4,000	-4.76%
Sub Total	\$ 100,672	\$ 100,856	\$ 111,314	\$ 103,213	\$ 106,285	\$ 107,252	0.91%

Surplus (Deficit) to balance	\$ (55,397)	\$ (109,393)	\$ (84,695)	\$ (91,875)	\$ (77,304)	\$ (77,367)	0.08%
SUB-TOTAL	\$ 156,069	\$ 210,249	\$ 196,010	\$ 195,088	\$ 183,589	\$ 184,619	0.56%

OPERATING EXPENDITURES	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
6010 Wages		\$ 23,645		\$ 22,427		\$ 23,366	
Wages - Admin	\$ 38,851	\$ 16,773	\$ 36,195	\$ 18,622	\$ 36,430	\$ 11,948	-3.06%
6018 Wages PT							
6011 Payroll Taxes		\$ 1,809		\$ 1,716		\$ 1,788	
Payroll Taxes - Admin	\$ 2,842	\$ 1,283	\$ 2,659	\$ 1,425	\$ 2,787	\$ 914	-3.06%
6012 Group Insurance		\$ 4,671		\$ 4,814		\$ 11,105	
Group Ins - Admin	\$ 8,590	\$ 3,822	\$ 8,125	\$ 4,005	\$ 7,678	\$ 3,007	83.80%
6013 LAGERS		\$ 3,003		\$ 3,073		\$ 3,435	
LAGERS - Admin	\$ 4,517	\$ 2,130	\$ 4,424	\$ 2,551	\$ 4,991	\$ 1,756	4.00%
6014 Worker's Compensation		\$ 3,071		\$ 2,321		\$ 1,654	
Work Comp - Admin	\$ 3,615	\$ 11	\$ 323	\$ 10	\$ 1,663	\$ 10	0.02%
6020 Truck Expense	\$ 1,829	\$ 2,000	\$ 2,704	\$ 2,000	\$ 1,600	\$ 2,000	25.00%
6021 Gas and Oil	\$ 1,644	\$ 2,000	\$ 2,091	\$ 2,000	\$ 2,250	\$ 2,250	0.00%
6022 Equipment Maintenance	\$ 1,607	\$ 3,500	\$ 2,496	\$ 3,500	\$ 3,500	\$ 3,500	0.00%
6023 Computer Maintenance	\$ 278	\$ 230	\$ 813	\$ 250	\$ 1,000	\$ 1,000	0.00%
6025 Maintenance	\$ 5,065	\$ 6,000	\$ 4,663	\$ 6,000	\$ 6,000	\$ 7,000	16.67%
6027 Radio Expense							
6030 Legal	\$ 310	\$ 400	\$ 100	\$ 400	\$ 100	\$ 400	300.00%
6031 Engineering							
6032 Insurance	\$ 13,804	\$ 14,765	\$ 14,730	\$ 12,292	\$ 12,303	\$ 13,153	6.91%
6033 Postage	\$ 82	\$ 100	\$ 115	\$ 150	\$ 150	\$ 150	0.00%
6040 Office Supplies	\$ 409	\$ 300	\$ 640	\$ 400	\$ 800	\$ 500	-37.50%
6041 Ump and Ref							
6045 General Supplies	\$ 2,857	\$ 3,000	\$ 4,135	\$ 3,250	\$ 3,800	\$ 4,500	18.42%
6050 Utilities							
6051 Telephone	\$ 1,729	\$ 2,250	\$ 1,716	\$ 2,700	\$ 2,500	\$ 2,700	8.00%
6052 Power	\$ 6,893	\$ 7,500	\$ 7,290	\$ 7,500	\$ 7,500	\$ 8,200	9.33%
6054 Fairground Maintenance	\$ 1,334	\$ 7,500	\$ 2,673	\$ 7,500	\$ 5,500	\$ 6,000	9.09%
6058 Soccer							
6059 Concession							
6060 Grounds Maintenance	\$ 45,462	\$ 45,000	\$ 44,855	\$ 45,000	\$ 48,000	\$ 49,500	3.13%
6061 Pour-N-Place Maintenance		\$ 5,000	\$ 2,724			\$ 8,000	#DIV/0!
6062 Capital Exp. Maint.		\$ 2,500	\$ 1,833	\$ 3,000	\$ 1,000		-100.00%
6069 Uniform		\$ 800	\$ 244	\$ 800	\$ 750	\$ 800	6.67%
6070 Meetings & Lodging			\$ 537				
6071 Dues and Subscriptions	\$ 90	\$ 100	\$ 104	\$ 325	\$ 500	\$ 110	-78.00%
6072 Trash	\$ 2,332	\$ 2,500	\$ 2,527	\$ 2,500	\$ 2,500	\$ 2,500	0.00%
6073 Publications	\$ 338	\$ 350	\$ 237	\$ 350	\$ 350	\$ 350	0.00%
6074 Ballfield Expense	\$ 201	\$ 1,500	\$ 475	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
6075 Training and Safety	\$ 364	\$ 750	\$ 504	\$ 750	\$ 750	\$ 750	0.00%
6076 Unemployment							#DIV/0!
6079 Misc.	\$ 1,070	\$ 100	\$ 1,116	\$ 100	\$ 100	\$ 100	0.00%
6097 Drug Testing	\$ 65	\$ 50	\$ 13	\$ 50	\$ 50	\$ 50	0.00%
6100 Inmate Program	\$ 3,325	\$ 4,500	\$ 4,125	\$ 4,500	\$ 4,500	\$ 5,000	11.11%
6231 Software Support	\$ 2,420	\$ 3,575	\$ 2,566	\$ 3,648	\$ 3,500	\$ 2,127	-39.23%
6301 Professional Services			\$ 2,500	\$ 16,667	\$ 16,667		-100.00%
6302 Accounting	\$ 97	\$ 141	\$ 112	\$ 143	\$ 120	\$ 147	22.08%
6323 WC Injury city paid			\$ 52				
6502 Propane	\$ 516	\$ 1,250	\$ 1,413	\$ 1,800	\$ 1,500	\$ 1,800	20.00%
6511 Security	\$ 534		\$ 534	\$ 550	\$ 250	\$ 550	120.00%
6941 Vandalism	\$ -	\$ 2,000	\$ 943	\$ 2,000	\$ 1,000	\$ 1,000	0.00%
Subtotal	\$ 153,072	\$ 179,879	\$ 163,305	\$ 192,588	\$ 183,589	\$ 184,619	0.56%

CAPITAL EXPENDITURES	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
Skid Steer purchase	\$ 2,998						
621 Skid Steer Attachment				\$ 2,500			
6054 Bleachers		\$ 30,000	\$ 32,119				
6611 Network Server		\$ 370	\$ 220				
6611 Postage machine			\$ 366				
Subtotal	\$ 2,998	\$ 30,370	\$ 32,705	\$ 2,500	\$ -	\$ -	

TOTAL EXPENDITURES	\$ 156,069	\$ 210,249	\$ 196,010	\$ 195,088	\$ 183,589	\$ 184,619	0.56%
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Restricted Parks Fund 33-33

BEFORE COMBINING

	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>	<i>%</i>
Cash Balance as of December 31st	\$ 1,105,482	\$ 688,638	\$ 1,191,651	\$ 1,103,031	\$ 1,124,211	\$ 1,209,178	7.56%
Tennis Courts Fund		\$ 20,000	\$ 20,000	\$ 30,000	\$ 30,000	\$ 30,000	0.00%
Equipment Replacement Reserve Fund							
Total Cash Balance	\$ 1,105,482	\$ 708,638	\$ 1,211,651	\$ 1,133,031	\$ 1,154,211	\$ 1,239,178	7.36%

<i>REVENUES</i>	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>	<i>%</i>
4030 Sales tax	\$ 688,391	\$ 680,153	\$ 706,310	\$ 695,274	\$ 713,179	\$ 721,777	1.21%
4230 Interest	\$ 7,290	\$ 4,500	\$ 9,696	\$ 8,500	\$ 15,555	\$ 15,000	-3.57%
4380 Misc. Revenues	\$ 2						
4390 Insurance Claim Payment			\$ 129				
4541 Anthem Ins. Rebate	\$ 678		\$ 743			\$ 710	
4625 Softball/Baseball	\$ 12,285	\$ 11,000	\$ 15,967	\$ 12,000	\$ 12,470	\$ 13,375	7.26%
4626 Adult Ball				\$ 1,500	\$ 800	\$ 1,500	87.50%
4630 Soccer	\$ 18,436	\$ 16,000	\$ 18,830	\$ 17,000	\$ 13,193	\$ 20,125	52.54%
4800 Grant Funds	\$ 18,030	\$ 73,869		\$ 112,530	\$ 112,530		-100.00%
4634 Season Passes			\$ 110	\$ 9,750	\$ 17,180	\$ 18,500	7.68%
4635 Daily Passes				\$ 8,550	\$ 73,543	\$ 73,000	-0.74%
4645 Swim Lessons				\$ 3,000	\$ 6,150	\$ 6,200	0.81%
4640 Swim Team				\$ 1,600	\$ 1,000	\$ 1,600	60.00%
4620 Pool Rentals				\$ 6,395	\$ 8,555	\$ 6,500	-24.02%
Water Fitness				\$ 725		\$ 750	#DIV/0!
4655 Concessions				\$ 9,000	\$ 20,502	\$ 33,750	64.62%
Subtotal	\$ 745,111	\$ 785,522	\$ 751,785	\$ 885,824	\$ 994,657	\$ 912,787	-8.23%

Surplus (Deficit) to Balance	\$ 426,487	\$ (416,844)	\$ 107,920	\$ (88,620)	\$ (67,440)	\$ 84,967	-225.99%
TOTAL	\$ 745,111	\$ 1,202,366	\$ 751,785	\$ 974,445	\$ 1,062,097	\$ 912,787	-14.06%

<i>OPERATING EXPENDITURES</i>	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>	<i>%</i>
6010 Wages		\$ 26,792		\$ 77,326		\$ 76,178	
Wages - Admin	\$ 37,110	\$ 11,504	\$ 37,077	\$ 11,734	\$ 81,107	\$ 16,301	14.02%
6018 Wages PT				\$ 75,324	\$ 96,621	\$ 108,500	12.29%
6011 Payroll Taxes		\$ 2,509		\$ 11,678		\$ 14,128	
Payroll Taxes - Admin	\$ 3,120	\$ 880	\$ 3,197	\$ 898	\$ 13,875	\$ 1,247	10.81%
6012 Group Insurance		\$ 7,674		\$ 25,118		\$ 30,573	
Group Ins - Admin	\$ 8,555	\$ 1,849	\$ 9,544	\$ 1,938	\$ 19,425	\$ 3,544	75.63%
6013 LAGERS		\$ 3,403		\$ 10,594		\$ 11,198	
LAGERS - Admin	\$ 4,316	\$ 1,461	\$ 4,693	\$ 1,608	\$ 10,277	\$ 2,396	32.28%
6014 Worker's Compensation		\$ 1,523		\$ 4,211		\$ 9,165	
Work Comp - Admin	\$ 3,317	\$ 29	\$ 584	\$ 24	\$ 909	\$ 32	911.94%
6020 Truck Expense							
6021 Gas and Oil					\$ 52		-100.00%
6022 Equipment Maintenance						\$ 600	#DIV/0!
6023 Computer Maintenance	\$ 1,737	\$ 1,600	\$ 909	\$ 1,600	\$ 8,000	\$ 5,000	-37.50%
6025 Maintenance	\$ 62			\$ 1,000	\$ 3,800	\$ 2,500	-34.21%
6030 Legal	\$ 510	\$ 20,000	\$ 2,203	\$ 2,000	\$ 1,000	\$ 1,000	0.00%
6031 Engineering	\$ 215,698	\$ 194,464	\$ 150,193		\$ 77,751		-100.00%
6032 Insurance		\$ 181	\$ 181	\$ 5,656	\$ 6,241	\$ 12,596	101.83%
6033 Postage	\$ 4	\$ 75	\$ 71	\$ 100	\$ 100	\$ 100	0.00%
6040 Office Supplies	\$ 24	\$ 75	\$ 79	\$ 75	\$ 1,200	\$ 1,500	25.00%
6041 Ump and Ref	\$ 4,897	\$ 6,000	\$ 5,859	\$ 6,000	\$ 3,640		-100.00%
6045 General Supplies	\$ 501		\$ 2,317	\$ 750	\$ 1,964	\$ 2,500	27.30%
6048 Swim Team				\$ 1,000	\$ 102	\$ 550	438.95%
6049 Adult Ball				\$ 1,000	\$ 51	\$ 1,000	1858.86%
6050 Utilities			\$ 14,355				#DIV/0!
6051 Telephone	\$ 549	\$ 696	\$ 668	\$ 2,146	\$ 2,777	\$ 2,700	-2.76%
6052 Power Purchased				\$ 10,000	\$ 6,000	\$ 7,500	25.00%
6053 Swim Lessons				\$ 200	\$ 520	\$ 400	-23.08%
6054 Fairground Maintenance							#DIV/0!
6055 Youth ball	\$ 4,946	\$ 5,000	\$ 5,871	\$ 5,000	\$ 4,542	\$ 6,000	32.11%
6058 Soccer	\$ 3,309	\$ 5,500	\$ 3,577	\$ 5,500	\$ 2,965	\$ 6,500	119.25%
6059 Concession				\$ 4,500	\$ 9,078	\$ 16,500	81.76%
6060 Grounds Maintenance	\$ 225			\$ 6,000		\$ 9,000	#DIV/0!
6062 Capital Exp. Maint.							#DIV/0!
6069 Uniform				\$ 1,800	\$ 1,741	\$ 2,500	43.56%
6070 Meetings & Lodging	\$ 14		\$ 358	\$ 2,000	\$ 1,500	\$ 4,350	190.00%
6071 Dues and Subscriptions		\$ 100		\$ 475	\$ 564	\$ 570	1.06%
6072 Trash				\$ 260	\$ 800	\$ 1,200	50.00%
6073 Publications	\$ 60	\$ 650	\$ 891	\$ 2,000	\$ 2,000	\$ 1,000	-50.00%
6074 Ballfield Expense		\$ 9,800	\$ 4,719	\$ 9,000	\$ 9,000	\$ 13,500	50.00%
6075 Training and Safety				\$ 5,725	\$ 5,920	\$ 6,400	8.11%
6076 Unemployment		\$ 252					
6079 Misc.	\$ 10	\$ -	\$ 80		\$ 2,853	\$ 500	-82.47%
6081 Credit Card Fees					\$ 411	\$ 1,200	192.11%
6083 Chemicals				\$ 12,000	\$ 9,000	\$ 10,000	11.11%

6097	Drug Testing								#DIV/0!
6231	Software Support	\$ 373	\$ 180	\$ 388	\$ 451	\$ 200	\$ 3,015		1407.50%
6301	Professional Services	\$ -	\$ -	\$ 4,649	\$ 16,667	\$ 16,667	\$ 20,000		20.00%
6302	Accounting	\$ 97	\$ 141	\$ 112	\$ 143	\$ 114	\$ 147		28.51%
6323	WC Injury city paid								#DIV/0!
6511	Security		\$ 206		\$ 540	\$ 900	\$ 1,500		66.67%
6611	Capital Expenditure			\$ 366		\$ 4,156			-100.00%
6664	Score Boards	\$ -							#DIV/0!
6941	Vandalism						\$ 500		#DIV/0!
6805	Planning	\$ 3,183	\$ 62,108	\$ 52,203		\$ 12,878			-100.00%
	Sports Team Equipment						\$ 7,500		
	Subtotal	\$ 292,616	\$ 364,650	\$ 305,145	\$ 324,041	\$ 420,698	\$ 423,090		0.57%

CAPITAL EXPENDITURES									
6090	Bond Principal				\$ 260,000	\$ 260,000	\$ 270,000		3.85%
6091	Bond Interest		\$ 37,549	\$ 37,549	\$ 143,344	\$ 143,344	\$ 132,744		-7.39%
6092	Agent Fees					\$ 1,988	\$ 1,988		0.00%
6651	Sewer Expansion to Activity Center		\$ 187,818	\$ 107,284					#DIV/0!
6652	Water Expansion to Activity Center		\$ 141,008	\$ 83,804					#DIV/0!
6653	Street Expansion for Activity C	\$ 15,750	\$ 214,672	\$ 84,428					#DIV/0!
6062	Electrical Upgrades				\$ 10,000				#DIV/0!
6611	Pour 'n Place	1	\$ 225,060		\$ 225,060	\$ 225,060			-100.00%
6611	Land Purchase								#DIV/0!
6611	10 Spin		\$ 10,000	\$ 4,191					#DIV/0!
6611	Electronic Cash Registers				\$ 2,000	\$ 1,008			-100.00%
6611	New City Hall Purchase	\$ 10,258							#DIV/0!
6611	Network Server		\$ 370	\$ 220					#DIV/0!
6630	New City Hall Remodel		\$ 1,239	\$ 1,245					#DIV/0!
6661	Tennis Courts		\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000			-100.00%
	Transfer to Reserve Replacement								
	Subtotal	\$ 26,008	\$ 837,716	\$ 338,720	\$ 650,404	\$ 641,399	\$ 404,731		-36.90%

TOTAL EXPENDITURES		\$ 318,624	\$ 1,202,366	\$ 643,865	\$ 974,445	\$ 1,062,097	\$ 827,821		-22.06%
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Transportation Fund 55-93 Revenue and 55-95 Expense

	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
Cash Balance as of December 31st	\$ 464,427	\$ 420,001	\$ 698,989	\$ 682,727	\$ 820,485	\$ 1,078,444

	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
REVENUES						
4030 Sales Tax	\$ 678,919	\$ 683,722	\$ 706,978	\$ 685,708	\$ 701,572	\$ 722,122
4230 Interest	\$ 4,670	\$ 1,000	\$ 4,095	\$ 3,500	\$ 12,442	\$ 10,000
4325 TAP Project Reimbursement	\$ 48,315					
Grant Reimbursement (TEAP)						\$ 9,000
Transfer in from Debt Service Fund						
TOTAL	\$ 731,904	\$ 684,722	\$ 711,073	\$ 689,208	\$ 714,014	\$ 741,122

Surplus (Deficit) to Balance	\$ (34,721)	\$ 35,793	\$ 338,689	\$ (16,262)	\$ 121,495	\$ 257,959
TOTAL	\$ 766,625	\$ 684,722	\$ 711,073	\$ 705,471	\$ 714,014	\$ 741,122

	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
EXPENDITURES						
6025 Maintenance						
6030 Legal	\$ 860	\$ 1,000	\$ 265	\$ 1,000	\$ 1,000	\$ 1,000
6031 Engineering	\$ 646,389	\$ 232,842	\$ 243,243		\$ 6,481	\$ 131,537
6032 Insurance	\$ 10	\$ 91	\$ 162	\$ 78	\$ 78	\$ 83
6033 Postage	\$ 13	\$ 20	\$ 8	\$ 20	\$ 20	\$ 20
6045 General Supplies			\$ 314			
6062 Capital Exp. Maint.	\$ 700					
6063 Paving						
6067 Sidewalks		\$ 15,000		\$ 15,000		
6070 Meetings & Lodging	\$ 100		\$ 26	\$ 25		
6073 Publications	\$ 78	\$ 200	\$ 475	\$ 250	\$ 99	\$ 200
6086 Election Expense						
6090 Principal						
6091 Interest						
6092 Agent fees						
6301 Professional Services		\$ 4,500	\$ 10			
6302 Accounting	\$ 1,457	\$ 2,111	\$ 1,680	\$ 2,198	\$ 1,774	
6611 Capital Expenditure Purchase	\$ 68,114					
6630 New City Hall Remodel		\$ 620	\$ 623			
6780 TAP Project	\$ 33,153	\$ -	\$ 2,400	\$ 35,000		
6653 Elm Street Expansion	\$ 15,750	\$ 214,672	\$ 84,427		\$ 1,128	
Hartwell Building Demolition						
6805 Planning		\$ 46,967	\$ 38,751		\$ 451	
Roundabout Engineering		\$ 130,908				
Roundabout Cost Share Agreement				\$ 651,900	\$ 581,487	\$ 55,322
Square Project						\$ 210,000
TEAP Grant Project						\$ 10,000
Transfer to Debt Service Fund						\$ 75,000
TOTAL	\$ 766,625	\$ 648,930	\$ 372,383	\$ 705,471	\$ 592,519	\$ 483,162

	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
Capital Expenditures						
6031 I-44 Interchange	\$ 608,489	\$ 1,200,000				
6031 CC & Banning Improvements		\$ 763,892				
6611 Skid Steer purchase	\$ 17,985					
6611 Hartwell Building Asbestos	\$ 45,000					
6611 Purchase New City Hall	\$ 5,129					
	\$ 676,603	\$ 1,963,892	\$ -	\$ -	\$ -	\$ -

Adopted
11/21/2019

		Total
2018 G.O. Bonds		
February 2020 Interest	221,125	
August 2020 Interest	221,125	442,250.00
Feb. 2021 Principal	390,000	
Feb. 2021 Interest	218,200	
August 2021 Interest	218,200	826,400

Transportation Capital Project Fund 55-97

	2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
Cash Balance as of December 31st	\$ 1,391,334	\$ 269,437	\$ 136,400	\$ 665,799	\$ 1,285,482
CD Investment	\$ 9,522,037	\$ 9,612,267	-	\$ 2,000,000	
Total Cash	\$ 10,913,371	\$ 9,881,703	\$ 136,400	\$ 2,665,799	\$ 1,285,482

REVENUES		\$ 2,018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
4230	Interest		\$ 18,225	\$ 17,000	\$ 11,842	\$ 3,000
	CD Interest		\$ 90,230		\$ 90,502	\$ 33,196
TOTAL		-	\$ 108,455	\$ 17,000	\$ 102,344	\$ 36,196

Surplus (Deficit) to Balance	\$ -	\$ (1,111,668)	\$ (9,745,303)	\$ (7,215,905)	\$ (1,380,317)
TOTAL	-	\$ 1,220,123	\$ 9,762,303	\$ 7,318,248	\$ 1,416,513

EXPENDITURES		\$ 2,018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
6030	Legal		\$ 116,000			
6031	Engineering: I-44 Interchange		\$ 714,073	\$ 1,500,000	\$ 306,052	\$ 893,748
6062	Agent Fees		\$ 300			
6073	Publications				\$ 1,571	
6611	Capital Expenditure Purchase		\$ 389,750			
	I-44 Cost Share Agreement			\$ 7,010,625	\$ 7,010,625	\$ 22,765
	I-44 Soil Improvement for Structural Capacity			\$ 100,000		
	I-44 Contingency			\$ 573,669		\$ 500,000
	I-44 Alternate Roadway & Aesthetic Enhancements			\$ 306,515		
	I-44 Historic Route 66 Roadside Park Design			\$ 21,494		
	I-44 Historic Route 66 Roadside Park Construction					
	Roundabout Cost Share Agreement			\$ 250,000		
TOTAL		-	\$ 1,220,123	\$ 9,762,303	\$ 7,318,248	\$ 1,416,513

Adopted
11/21/2019

June 24, 2019 rolled \$2,000,000 into 8 month CD, maturing in February.

Transportation Fund

Line Item	Line Item Description	Priority	Request Detail	2020 Projected Budget
4030	Sales Tax		1/2% sales tax received monthly from the State under Statute 94.700 - 94.755. Based on the Finance Committee's recommendation, 2020 Budgeted sales tax includes a 2% increase over July 2018 thru June 2019 collections.	\$ 722,122
4230	Interest		Interest earned on cash balance in bank account.	\$ 10,000
4325	TAP Project Reimbursement		Transportation Alternatives Program - reimbursable grant.	
4800	Grant Funds		Traffic Engineering Assistance Program (TEAP). TEAP Grant Application submitted for approval for the study of Elm Street, Jackson Street and Schoolview Drive intersection. The study area includes the intersection of Route DD and elm Street where there is existing back to back 90 degree turns. This program is Federal Highway Funds administered by MoDOT and is an 80/20 grant - \$8,000 maximum. Budget number includes County's contribution.	\$ 9,000
Total Revenues				\$ 741,122
6025	Maintenance			
6030	Legal	1	Funds to pay for our City Attorney as may be needed for legal matters.	\$ 1,000
6031	Engineering	1	Funds for engineering services, specifically for the roundabout project.	\$ 131,537
6032	Insurance	1	Property and liability coverage on buildings, equipment and vehicles.	\$ 83
6033	Postage	1	Funds for mailing payments and notifications.	\$ 20
6045	General Supplies		Funds for project supplies.	
6062	Capital Exp. Main.		Provides funds to maintain capital assets.	
6063	Paving		Funds for paving projects.	
6067	Sidewalks		Funds for sidewalk projects.	
6070	Meetings & Lodging		Funds for meetings regarding transportation projects.	
6073	Publications	1	Pays for Public Notices and publishing 6 month financial statements.	\$ 200
6086	Election Expense		Funds for election expense specifically regarding the Transportation Fund sales.	
6090	Principal		Funds for debt service principal payments	
6091	Interest		Funds for debt service interest payments.	
6092	Agent Fees		Funds to pay agent fees for the City's Transportation debt service.	
6301	Professional Services			
6302	Accounting	1	Funds to pay for independent audit.	
6611	Capital Expenditure Purchase		Capital expenditures.	
6611			Roundabout Cost Share Agreement	\$ 55,322
6611			Square Project	\$ 210,000
6630	New City Hall Remodel			
6653	Street Expansion		Expanding Elm Street and trail to pool.	
6779	Grant Engineering		Traffic Engineering Assistance Program (TEAP). TEAP Grant Application submitted for approval for the study of Elm Street, Jackson Street and Schoolview Drive intersection. The study area includes the intersection of Route DD and elm Street where there is existing back to back 90 degree turns. This program is Federal Highway Funds administered by MoDOT and is an 80/20 grant - \$8,000 maximum. Budget number includes County's contribution.	\$ 10,000
6780	TAP Project		Transportation Alternatives Program - reimbursable grant.	
6805	Planning		Funds for Growth Plan, Economic Development.	
			Transfer to Debt Service Fund for principal & interest payment of the 2018 G.O. Bonds.	\$ 75,000
Total Expenditures				\$ 483,162
Net				\$ 257,960

Transportation Capital Project Fund

Line Item	Line Item Description	Priority	Request Detail	2020 Projected Budget
4230	Interest	1	Interest earned on the 2018 General Obligation Bond proceeds.	\$ 36,196
Total Revenues				\$ 36,196
6030	Legal			
6031	Engineering	1	I-44 Interchange engineering: construction staking & layout.	\$ 893,748
6611	Capital Expenditure Purchase	1	I-44 Interchange Cost Share Agreement	\$ 22,765
6611	Capital Expenditure Purchase	1	I-44 Interchange Contingency	\$ 500,000
Total Expenditures				\$ 1,416,513
Net				\$ (1,380,317)

Transportation Fund						
Description	2019 Budget	Priority 1	Priority 2	Priority 3	Total	2020 Proposed Budget
					\$ -	\$ -
Maintenance					\$ -	\$ -
Legal	\$ 1,000	\$ 1,000			\$ 1,000	\$ 1,000
Engineering		\$ 131,537			\$ 131,537	\$ 131,537
Insurance	\$ 78	\$ 83			\$ 83	\$ 83
Postage	\$ 20	\$ 20			\$ 20	\$ 20
General Supplies					\$ -	\$ -
Capital Exp. Main.					\$ -	\$ -
Paving					\$ -	\$ -
Sidewalks	\$ 15,000				\$ -	\$ -
Meetings & Lodging	\$ 25					
Publications	\$ 250	\$ 200			\$ 200	\$ 200
Election Expense					\$ -	\$ -
Principal					\$ -	\$ -
Interest					\$ -	\$ -
Agent Fees					\$ -	\$ -
Professional Services					\$ -	\$ -
Accounting					\$ -	\$ -
Capital Expenditure Purchase	\$ 2,198				\$ -	
New City Hall Remodel					\$ -	\$ -
TAP Project	\$ 35,000				\$ -	\$ -
Elm St. Expansion					\$ -	\$ -
Planning					\$ -	\$ -
Roundabout Cost Share	\$ 651,900	\$ 55,322			\$ 55,322	\$ 55,322
Square Project		\$ 210,000			\$ 210,000	\$ 210,000
TEAP Grant Project		\$ 10,000			\$ 10,000	\$ 10,000
Transfer to Debt Service		\$ 75,000			\$ 75,000	\$ 75,000
TOTAL	\$ 705,471	\$ 483,162	\$ -	\$ -	\$ 483,162	\$ 483,162

G. O. Bond Debt Service Fund

	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>
Cash Balance as of December 31st	\$ 250,557	\$ 216,742	\$ 259,555	\$ 71,607	\$ 78,137	\$ 52,177

<i>REVENUES</i>		<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>
4230	Interest	\$ 2,124	\$ 2,200	\$ 3,188	\$ 3,000	\$ 3,005	\$ 2,300
4610	Property Tax	\$ 307,715	\$ 326,809	\$ 354,365	\$ 333,042	\$ 338,900	\$ 339,700
Transfer in from Transportation Fund							\$ 75,000
Subtotal		\$ 309,839	\$ 329,009	\$ 357,553	\$ 336,042	\$ 341,905	\$ 417,000

Surplus (Deficit) to balance	\$ 148,389	\$ (33,815)	\$ 17,847	\$ (187,948)	\$ (181,418)	\$ (25,960)
TOTAL	\$ 309,839	\$ 362,824	\$ 357,553	\$ 523,990	\$ 523,323	\$ 442,960

<i>EXPENDITURES</i>		<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>
6073	Publications	\$ 23	\$ 40	\$ 32	\$ 40	\$ 37	\$ 40
93-6090	2003 GO Bond Principal	\$ 147,500	\$ 152,500	\$ 152,500	\$ 77,500	\$ 77,500	
93-6091	2003 GO Bond Interest	\$ 10,848	\$ 25,562	\$ 6,121	\$ 3,000	\$ 2,739	
93-6092	2003 GO Bond Agent Fees	\$ 3,079	\$ 5,365	\$ 1,696	\$ 900	\$ 479	\$ 350
95-6090	2018 GO Bond Principal						
95-6091	2018 GO Bond Interest		\$ 179,357	\$ 179,357	\$ 442,250	\$ 442,250	\$ 442,250
95-6092	2018 GO Bond Agent Fees				\$ 300	\$ 318	\$ 320
6302	Accounting						
TOTAL		\$ 161,450	\$ 362,824	\$ 339,705	\$ 523,990	\$ 523,323	\$ 442,960

2003 G.O. Bonds Outstanding	\$ 155,000		\$ -		
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Adopted
11/21/2019

2018 G.O. Bonds	Total
February 2020 Interest	221,125
August 2020 Interest	221,125
Feb. 2021 Principal	390,000
Feb. 2021 Interest	218,200
August 2021 Interest	218,200
TOTAL	826,400

Combined Water and Sewer Revenue Bond 2003B 52-91 and 52-92

	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>
Cash Balance as of December 31st	\$ 164,898	\$ 187,674	\$ 198,174	\$ 223,107	\$ 225,015	\$ 233,763

<i>REVENUES</i>	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>
4230 Interest	\$ 1,170	\$ 1,100	\$ 1,531	\$ 1,100	\$ 3,165	\$ 2,500
4500 Water Use Exempt	\$ 17,059	\$ 16,000	\$ 19,182	\$ 16,000	\$ 16,142	\$ 16,000
4505 Water Use Resident	\$ 199,213	\$ 195,000	\$ 203,412	\$ 195,000	\$ 197,794	\$ 197,000
4510 Water Use Business	\$ 56,813	\$ 60,000	\$ 58,146	\$ 60,000	\$ 55,105	\$ 55,000
Transfer in CIP for SRF Loan						\$ 45,000
Subtotal	\$ 274,254	\$ 272,100	\$ 282,272	\$ 272,100	\$ 272,207	\$ 315,500

Surplus (Deficit) to balance	\$ 23,893	\$ 22,776	\$ 33,276	\$ 24,933	\$ 26,841	\$ 8,748
TOTAL	\$ 274,254	\$ 272,100	\$ 282,272	\$ 272,100	\$ 272,207	\$ 315,500

<i>EXPENDITURES</i>	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>
6090 Bond Principal	\$ 202,500	\$ 207,500	\$ 207,500	\$ 212,500	\$ 212,500	\$ 132,000
6091 Bond Interest payment	\$ 39,552	\$ 34,584	\$ 33,804	\$ 28,567	\$ 26,765	\$ 16,023
6092 Agent Fees	\$ 8,310	\$ 7,240	\$ 7,692	\$ 6,101	\$ 6,101	\$ 6,307
SRF Loan Interest payment						\$ 113,558
10% Debt Assurance on Both New Loan and Refinance						\$ 38,864
TOTAL	\$ 250,362	\$ 249,324	\$ 248,996	\$ 247,167	\$ 245,366	\$ 306,752

2003 Revenue Bonds Outstanding	\$ 1,120,000	\$ 910,000				
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Adopted
11/21/2019

2020 Budget is to pay Refinanced 2003 Revenue Bonds per DNR's Refinance Amortization

Wastewater Treatment Plant 22-90

	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
Operating Cash Balance	\$ 443,783	\$ 430,925	\$ 246,283	\$ 232,134	\$ 285,283	\$ 301,303	
Money Market Account			\$ 466,371	\$ 466,371	\$ 466,371	\$ 466,371	
Replacement Reserve Fund (From 1999)			\$ 85,705	\$ 35,705	\$ 35,705	\$ 35,705	
Total Cash Balance December 31	\$ 443,783	\$ 430,925	\$ 798,359	\$ 734,210	\$ 787,359	\$ 803,379	2.03%

REVENUES							
	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
4092 WWTP PILOT	\$ 38,387	\$ 40,500	\$ 43,075	\$ 41,500	\$ 40,378	\$ 41,800	3.52%
4200 Sale of Assets							
4230 Interest	\$ 4,074	\$ 3,000	\$ 5,979	\$ 4,500	\$ 10,768	\$ 10,000	-7.14%
4370 Sludge Farm Lease 2 year							
4525 Sewer Use	\$ 829,319	\$ 810,000	\$ 862,572	\$ 830,000	\$ 836,275	\$ 836,000	-0.03%
4540 Webster Capital Credits	\$ 5,870		\$ 9,778			\$ 7,824	
4541 Anthem Ins. Rebate	\$ 5,801		\$ 6,062			\$ 5,931	
4542 Insurance Claims			\$ 1,289				
4545 Tap-Ins	\$ 720	\$ 500	\$ 860	\$ 500	\$ 600	\$ 600	0.00%
4550 Misc. Revenue	\$ 1,885		\$ 990				
4555 Sewer Use Late Charges	\$ 36,571	\$ 34,000	\$ 35,785	\$ 34,000	\$ 33,431	\$ 34,000	1.70%
4570 Capacity Fee							
SCEAP Grant							
Subtotal	\$ 922,627	\$ 888,000	\$ 966,389	\$ 910,500	\$ 921,453	\$ 936,155	1.60%

Surplus (Deficit) to Balance	\$ 108,605	\$ (12,857)	\$ 154,629	\$ (64,149)	\$ 53,149	\$ 16,020	-69.86%
Total	\$ 922,627	\$ 900,857	\$ 966,389	\$ 974,649	\$ 921,453	\$ 936,155	1.60%

OPERATING EXPENDITURES							
	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
6010 Wages	\$ 312,658	\$ 295,022	\$ 328,720	\$ 299,857	\$ 310,380	\$ 274,343	19.42%
Wages - Admin		\$ 85,106		\$ 88,314		\$ 96,315	
6011 Payroll Taxes	\$ 23,148	\$ 22,569	\$ 23,872	\$ 22,939	\$ 22,747	\$ 20,987	24.65%
Payroll Taxes - Admin		\$ 6,511		\$ 6,756		\$ 7,368	
6012 Group Insurance	\$ 70,216	\$ 74,811	\$ 78,676	\$ 78,387	\$ 77,748	\$ 80,354	33.27%
Group Ins. - Admin		\$ 19,680		\$ 20,623		\$ 23,263	
6013 LAGERS	\$ 35,237	\$ 37,468	\$ 57,753	\$ 41,080	\$ 41,239	\$ 40,328	32.13%
LAGERS - Admin		\$ 10,808		\$ 12,099		\$ 14,158	
6014 Worker's Compensation	\$ 6,166	\$ 10,943	\$ 6,297	\$ 9,920	\$ 6,921	\$ 10,046	47.48%
Work Comp - Admin		\$ 190		\$ 164		\$ 161	
6020 Truck Expense	\$ 5,392	\$ 8,500	\$ 11,671	\$ 8,500	\$ 8,000	\$ 7,500	-6.25%
6021 Gas and Oil	\$ 8,511	\$ 7,500	\$ 10,488	\$ 10,000	\$ 11,500	\$ 12,000	4.35%
6022 Equipment Maintenance						\$ 3,000	
6023 Computer Maintenance	\$ 5,252	\$ 5,000	\$ 8,134	\$ 5,000	\$ 5,000	\$ 5,000	0.00%
6024 Collection System Maint.	\$ 35,544	\$ 32,000	\$ 25,317	\$ 32,000	\$ 45,000	\$ 32,000	-28.89%
6025 Plant Maintenance	\$ 25,984	\$ 28,000	\$ 22,645	\$ 28,000	\$ 28,000	\$ 28,000	0.00%
6027 Radio Expense							
6029 SCADA	\$ 1,096	\$ 6,500	\$ 5,408	\$ 6,500	\$ 6,500	\$ 6,500	0.00%
6030 Legal	\$ 140		\$ 90				
6031 Engineering							
6032 Insurance	\$ 30,409	\$ 35,129	\$ 35,744	\$ 33,708	\$ 36,796	\$ 41,523	12.84%
6033 Postage	\$ 5,858	\$ 5,800	\$ 5,800	\$ 5,800	\$ 5,800	\$ 5,800	0.00%
6038 Postage Mach. Lease	\$ 330	\$ 600	\$ 542	\$ 800	\$ 650	\$ 400	-38.46%
6040 Office Supplies	\$ 1,461	\$ 1,500	\$ 1,028	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
6042 Lab Supplies	\$ 14,117	\$ 18,000	\$ 12,402	\$ 18,000	\$ 18,000	\$ 6,000	-66.67%
6045 General Supplies	\$ 2,914	\$ 1,500	\$ 1,799	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
6051 Telephone	\$ 3,576	\$ 3,500	\$ 5,402	\$ 5,755	\$ 5,900	\$ 6,250	5.93%
6052 Power	\$ 78,683	\$ 82,500	\$ 73,700	\$ 82,500	\$ 82,500	\$ 83,000	0.61%
6053 WWTP Samples						\$ 14,000	
6060 Grounds Maintenance	\$ 6,323	\$ 6,100	\$ 6,744	\$ 6,100	\$ 6,100	\$ 8,075	32.38%
6062 Capital Exp. Maint.							
6064 Sludge Site Maintenance		\$ 3,000	\$ 50	\$ 3,000	\$ 3,000		-100.00%
6066 Sludge Site Crop							
6069 Uniforms	\$ 5,063	\$ 5,500	\$ 4,240	\$ 5,500	\$ 5,500	\$ 6,000	9.09%
6070 Meetings & Lodging	\$ 14		\$ 658		\$ 100	\$ 250	150.00%
6071 Dues and Subscriptions	\$ 740	\$ 800	\$ 947	\$ 800	\$ 975	\$ 950	-2.56%
6072 Trash	\$ 786	\$ 700	\$ 759	\$ 700	\$ 700	\$ 700	0.00%
6073 Publications	\$ 1,325	\$ 1,000	\$ 498	\$ 1,000	\$ 1,000	\$ 1,000	0.00%
6075 Training and Safety	\$ 1,872	\$ 3,000	\$ 4,281	\$ 3,000	\$ 3,000	\$ 9,000	200.00%

6076	Unemployment								
6079	Miscellaneous	\$ 48		\$ 173			\$ 500		
6080	NPDES Permit	\$ 4,148	\$ 4,000	\$ 4,178	\$ 4,200	\$ 4,216	\$ 4,300	1.99%	
6083	Plant Chemicals	\$ 5,308	\$ 7,000	\$ 5,621	\$ 7,000	\$ 7,000	\$ 7,000	0.00%	
6096	Public Relations								
6097	Drug Testing	\$ 331	\$ 700	\$ 298	\$ 700	\$ 400	\$ 350	-12.50%	
6100	Inmate Program	\$ 775	\$ 1,050	\$ 951	\$ 1,050	\$ 1,050	\$ 2,000	90.48%	
6101	Locates	\$ 684	\$ 700	\$ 692	\$ 700	\$ 800	\$ 850	6.25%	
6231	Software Support	\$ 3,911	\$ 2,100	\$ 4,117	\$ 4,677	\$ 4,677	\$ 5,232	11.86%	
6301	Professional Services		\$ 4,500	\$ 2,510	\$ 16,667	\$ 16,667		-100.00%	
6302	Accounting	\$ 1,943	\$ 2,814	\$ 2,240	\$ 2,854	\$ 2,280	\$ 2,930	28.51%	
6323	WC Injury City Paid								
6502	Propane	\$ 2,716	\$ 3,000	\$ 2,830	\$ 3,000	\$ 2,280	\$ 3,000	31.58%	
6511	Security		\$ 1,439						
6611	Capital Exp. Purchase								
6621	Capital Exp. Equip. Purchase								
	Transfer PILOT to GF	\$ 38,387	\$ 40,500	\$ 43,075	\$ 41,500	\$ 40,378	\$ 41,800	3.52%	
	Subtotal	\$ 741,067	\$ 887,040	\$ 800,349	\$ 922,149	\$ 815,804	\$ 915,235	12.19%	

CAPITAL EXPENDITURES									
6062									
6231	GIS Based Work Management Software	\$ 1,300							
6611	Online Bill Pay software								
6611	New City Hall Purchase	\$ 72,955							
6611	Network Server	\$ 3,700	\$ 2,200						
6611	Dump Truck				\$ 50,000	\$ 50,000			
6611	Replace Digester Blower						\$ 4,900		
6621	Skid Steer Attachment				\$ 2,500	\$ 2,500			
6630	New City Hall Remodel	\$ 8,817	\$ 9,211						
	Subtotal	\$ 72,955	\$ 13,817	\$ 11,411	\$ 52,500	\$ 52,500	\$ 4,900		

TOTAL EXPENDITURES	\$ 814,023	\$ 900,857	\$ 811,760	\$ 974,649	\$ 868,304	\$ 920,135	5.97%		
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Adopted
11/21/2019

Wastewater Treatment Plant - Capacity Fees 22-90

	Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
Cash Balance as of December 31st	\$ 16,937	\$ 21,663	\$ 31,663	\$ 41,634	\$ 51,634	\$ 61,634	\$ 71,634	63.07%

REVENUES		Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
4570	Capacity Fees	\$ 6,000	\$ 10,726	\$ 10,000	\$ 19,971	\$ 10,000	\$ 10,000	\$ 10,000	0.00%
	Subtotal	\$ 6,000	\$ 10,726	\$ 10,000	\$ 19,971	\$ 10,000	\$ 10,000	\$ 10,000	0.00%

Surplus (Deficit) to Balance	\$ 6,000								
TOTAL	\$ 6,000	\$ 10,726	\$ 10,000	\$ 19,971	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	

EXPENDITURES		Budget 2017	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
6025	Maintenance								
6029	SCADA								
6030	Legal								
6031	Engineering								
6062	Capital Expenditure Maint.								
6375	Amorlization Expense								
6611	Capital Expenditure								
6621	Capital Exp. Equipment Purchase								
6626	Equipment Lease								
	TOTAL	\$ -	\$ -						

Adopted 11/21/2019

WWTP				
Line Item	Line Item Description	Priority	Request Detail	2020 Proposed Budget Amount
4092	WWTP PILOT		PILOT - payment-in-lieu-of-taxes. Five percent collected on sewer usage fees to be transferred to the General Fund. Used to pay for costs incurred for other services provided by the City through the General Fund such as police, fire, streets and other services.	\$ 41,800
4200	Sale of Assets		Records the sale of any assets and surplus property	\$ -
4230	Interest		Interest earned from the cash balance in the General Operating account.	\$ 10,000
4370	Sludge Farm Lease 2 year		Lease - every two years.	
4525	Sewer Use		Sewer use fees collected. Basic fixed charge of \$4.18 plus \$3.48 per 1000 gals usage inside the City and \$17.21 fixed charge plus \$3.58 for usage outside the City for 2015.	\$ 836,000
4540	Webster Capital Credits		Once a year Webster Electric Cooperative distributes the amount of money that is left over after all expenses have been paid in the form of capital credits on a 20 year payment cycle. Based on the Finance Committee's recommendations, the Webster Electric Capital Credits is budgeted for 2020 based on an average of the last two years.	\$ 7,824
4541	Anthem Ins. Rebate		A result of the medical loss ratio (MLR), which is part of the Affordable Care Act (ACA). MLR is that a certain percentage of premium dollars must be used for medical claims and programs that improve the quality of health care and not for administrative expenses. Based on the Finance Committee's recommendations, the Anthem Health Insurance Rebate is budgeted for 2020 based on the average of the last two years.	\$ 5,931
4545	Tap-Ins		Fee charged for inspection new sewer hookups.	\$ 600
4550	Misc. Revenue			
4555	Sewer Use Late Charges		Fees and penalties collected on late payments.	\$ 34,000
	Grants	2	SCEAP Grant (80/20 grant \$62,500 being reimbursed \$50,000, total cost to City is \$12,500)	\$ 50,000
			Total Revenues	\$ 986,155
6010	Wages	1		\$ 274,343
	Wages - Admin	1		\$ 96,315
	Wages - Admin	2	Administrative Assistant allocated across departments and fund.	\$ 3,200
6011	Payroll Taxes	1		\$ 20,987
	Payroll Taxes - Admin	1		\$ 7,368
	Payroll Taxes - Admin	2	Administrative Assistant allocated across departments and fund.	\$ 245
6012	Group Insurance	1		\$ 80,354
	Group Ins. - Admin	1		\$ 23,263
	Group Ins. - Admin	2	Administrative Assistant allocated across departments and fund.	\$ 1,798
6013	LAGERS	1		\$ 40,328
	LAGERS - Admin	1		\$ 14,158
	LAGERS - Admin	2	Administrative Assistant allocated across departments and fund.	\$ 470
6014	Work Comp	1		\$ 10,046
	Work Comp - Admin	1		\$ 161
	Work Comp - Admin	2	Administrative Assistant allocated across departments and fund.	\$ 6
6020	Auto Expense	1	Line 20 Truck Expense: Costs to maintain and repair all vehicles in the Department including: TP5 2005 Chevy 1500 pickup 84,000 miles, TP9 2002 Utility Truck 174,000 miles, TP10 2007 F150 47,000 miles, TP3 1995 F250 114,000 miles, TP 1 1991 Chevy 3500 169,000 miles, TP2 1993 Ford L8000 sludge truck 58,000, TP8 2019 Vactor 1,000 miles, TP7 1982 C60 Dump Truck 79,000 miles	\$ 7,500
6021	Gas and Oil	1	Includes fuel, oil, def and lubricants to operate and maintain all mobile equipment in the department.	\$ 12,000
6022	Equipment Maintenance	1	Line 22 Equipment Maintenance: Costs to maintain and repair all vehicles in the Department including: TP6 420D 2001 Cat Backhoe 2700 hours, TP 4 1993 Massey Ferguson Tractor 2200 hours, TP 11 2011 utility trailer, 2006 Massey Ferguson commercial lawn mower, army generator, CCTV camera and equipment	\$ 3,000
6023	Computer Maintenance	1	Line 23 Computer Maintenance: funding to maintain and repair Department computers including percentages of costs for maintenance and repair of computers at City Hall, server and backup system.	\$ 5,000
6024	Collection System Maint.	1	Line 24 Collection System Maintenance: Budgeted funds for maintenance, repairs, replacement and spare parts inventory allotted to cover 55 miles of sewer piping which includes video, cleaning, root cutting, excavations, surface replacement, pipe repair or replacement; over 1000 manhole structures including prevention and stoppage of Inflow and Infiltration and lid/ ring replacement and 13 lift pump stations which includes maintenance, repair or replacement of motors or pumps, control circuitry, valves, piping and site maintenance. Each Lift station is designed for redundant pumping, so there are 2 sets of pumps and motor in each lift stations. These pumps and motors are subject to the worst environment imaginable, and must be rebuilt and replaced as needed. City staff is currently working on a tracking system for the repairs and replacement of these pumps. The City is required by the NPDES Sewer Discharge Permit issued by MoDNR to have a sewer repair/replacement program in place to maintain the sewer system.	\$ 32,000

6024 A	Collection System Maint.	2	Additional funds for routine maintenance. Over the last few years we have had several pump failures and wear and tear that gets pretty expensive, and have had to get budget amendments approved for these unexpected repairs. On average pump repair is approximately \$4,000, if they have to be replaced, they can cost up to \$14,000. These failures are normal when you have pumps that run 24 hours a day 7 days per week. This would also allow us to be a little more aggressive on our I & I (inflow and infiltration) which in the end cuts down on the amount of water that we are treating, which reduces costs in the end. Part of I & I investigations would include smoke testing (approximately \$5,000) for Lift Station 1 area (Spur Drive to I-44, and from Jefferson to Wallace) this area overflows when it rains, it is not the only area that does this, however, this is very visible and right at the entrance to Marshfield. Manholes are contributing to I & I as well. To properly seal these manholes, we need to be able to run vacuum tests on these manholes, and the equipment that we need to do these tests would cost \$4,000. These dollar amounts for the smoke testing and for the manhole testing are just for the testing, it does NOT include the repairs, it is estimated that the repair and sealing would be approximately \$1,300 per manhole. By purchasing the equipment, we would be able to identify and prioritize which manholes would need to be repaired and in what order. This line requests funds for the smoke testing, manhole testing equipment, and \$14,000 for either pump rehabilitation or	\$ 23,000
6025	Plant Maintenance	1	Line 25 Plant Maintenance: Funding for the maintenance, replacement, repairs and spare parts inventory of the wastewater facility including all tanks, buildings, mechanical equipment, piping, pumps, motors, electrical control systems, tools and site maintenance.	\$ 28,000
6027	Radio Expense	2	Line 27 Radlo Expense: funding to purchase and maintain the FM radios assigned to the wastewater department including 5 portable radios and 8 mobile radios.	\$ -
6029	SCADA	1	Line 29 SCADA: This line item is for the program updating, equipment maintenance, repair and replacement of a computerized system for the Supervisory Control and Data Acquisition system that provides monitoring, alarm call outs and data recording for most all of the processes and/or equipment at the WWTF, 13 remote lift station sites, 3 wells and towers and the water boost station on S. Elm St. The equipment consists of fiber optic cables, 20 remote transmitting units with associated electrical controls, power and cabinets and a computer hard drive with monitors.	\$ 6,500
6030	Legal	1	Line 30 Legal: funding to pay for our City Attorney as may be needed for legal matters such as buying or selling property, dealing with threats, enforcing the Sewer Use Codes, suits against the City. Includes some allocations from City Hall	
6031	Engineering		Line 31 Engineering: Funding used for small engineering services such as pump or equipment sizing, bidding work or equipment replacement, addressing inquiries from Mo DNR.	\$ -
6032	Insurance	1	Line 32 Insurance: , Purchase coverage on buildings, equipment, vehicles and liability.	\$ 41,523
6032	Insurance	2, 3	New vehicles' Insurance	\$ 1,703
6033	Postage	1	Line 33 Postage: Allocation of funds for the mailing of Sewer Bills, letters and packages	\$ 5,800
6038	Postage Mach. Lease	1	Line 38 Postage Machine Lease: Wastewater department allocation for lease of machine	\$ 400
6040	Office Supplies	1	Line 40 Office Supplies: funds to pay for chairs, tables, printer, desks, bathroom supplies, paper, copier, folders, pens, pencils, paper clips, post it notes, coffee, coffee cups, forms, staples and stapler, purchase order books, work order books, keys, light bulbs, cleaners, soaps, mops and other misc. items used to maintain an office.	\$ 1,500
6042	Lab Supplies	1	Line 42 Lab Supplies: Portion of this line item has been split out into a new line item that will allow us to track our sampling and should clarify expenditures for these line items. Used to maintain, replace or purchase, , glassware, measuring devices, weighing devices, incubators, refrigerator, samplers, sterilizer, acids, thermometers, instruments such as oxygen measuring machines and probes, ph meters, depth meters, muffle furnaces, drying ovens, balances, vacuum machine, lab counter, COD incubator, colorimetric measuring devices, spectrophotometer. This line would also allow for us to replace a drying oven that is starting to fail.	\$ 6,000
6053	WWTP samples	1	Line 53 WWTP samples: These funds allow for monthly, quarterly, and annual samples that we are required to do per our NPEDS permit which allows us to treat and dispense waste water.	\$ 14,000
6045	General Supplies	1	Line 45 General Supplies: . This line item provides funding to repair, maintain or replace maintenance tools such as grinders, hand tools, welders, cutting torch gas, chain saws, chargers, power tools, hammers, wrenches, electrical supplies, lumber, metal stock, cutters, and purchase shop supplies such as gasket material, cleaners, solvents, paints and lubricants.	\$ 1,500
6051	Telephone	1	Line 51 Telephone: funding for land line office phone bill during business hours smart phones used to monitor alarms and answer calls after hours and one wireless tablet used for monitoring the department through SCADA and turning equipment off/on from remote locations after hours. Phone rental and PBX allocations, additional devices for Mobile 311.	\$ 6,250
6052	Power	1	Line 52 Power: Funds the purchase of power for the wastewater facility and 13 remote lift pump stations.	\$ 83,000
6060	Grounds Maintenance	1	Contract mowing of City properties. This will go back out for bid this year, it has been the same price for the last 3 years, we have figured in a 10% increase for budget purposes. This also includes for this year, the property that was purchased by the WWTP at the corner of DD and Elm, which was not included on the original contract, but was added as allowed by the contract.	\$ 8,075
6062	Capital Exp. Maint.		Line 62 Capital Exp. Maint.: Provides funding for the maintenance of capital purchases such as updating new computer work stations at City hall.	
6069	Uniforms	1	Provides uniforms, coats, and sweatshirts for 6 employees within the department along with grease rags and mats for the offices	\$ 6,000
6070	Meetings & Lodging	1	Line 70 Funds for accommodations when traveling for trainings and meetings	\$ 250
6071	Dues and Subscriptions	1	Line 71 Dues and subscriptions: Pays for dues to professional organizations such as MRWA, Mo WEF, MWWA OPIS Newsletter, SREP, ICMA Membership	\$ 950
6072	Trash	1	Line 72 Trash: Trash service for wastewater facility which includes special disposal charges for solids removed from the wastewater during treatment	\$ 700

6073	Publications	1	Line 73 Publications: Pays for Public Notices, Financial Statements, Help Wanted ads that might apply to wastewater dept. or is allocated from Administration	\$ 1,000
6075	Training and Safety	1	Line 75 Training: Funds the employee safety equipment including safety boots, rubber boots, gloves, hats, vests, safety glasses or goggles, ear protection, signs and safety cones and formal safety training for the personnel and includes paying for the required State Wastewater License and Commercial Driving License, this line is increased for the purchase of a crane lifting system that can be used at all 13 lift stations and some locations at the treatment plant to safely lift pumps for repair or replacement however this increase is only for the purchase of the crane itself and 4 mounting bases and we will need a total of 16 to ensure safety at each site. Bases are 500 each and we will need additional bases in future budgets so that we can equip all of the locations	\$ 9,000
6076	Unemployment			
6079	Miscellaneous	1	Funds for unexpected purchases that are not easily allotted to other line items	\$ 500
6080	NPDES Permit	1	Line 80 NPDES Permit City is required to pay an annual fee to the MDNR to operate the facility	\$ 4,300
6083	Plant Chemicals	1	Line 83 Plant Chemicals: Buys both the granular and gas Chlorine and Sulfur Dioxide gas used to disinfect the treated wastewater prior to creek discharge and clean the tertiary filters	\$ 7,000
6096	Public Relations			
6097	Drug Testing	1	Funds the random drug testing of employees which is mandatory for Commercial Driver License.	\$ 350
6100	Inmate Program	1		\$ 2,000
6101	Locates	1	Funds for our annual fee with Mo One Call and marking paint used to do the locates	\$ 850
6231	Software Support	1	Funds allocated for Summit and Dude Solutions (mobile 311) and GIS.	\$ 5,232
6231	Software Support	2	SmartGov - permits, plan reviews, inspections, code enforcement and licensing.	\$ 5,171
6231	Software Support	2	Upgrade Mobile 311 to Asset Essentials - Initiate, assign and track the progress of maintenance work orders; manage assets and equipment for all properties with advanced mobile and GIS capabilities, develop advanced workflows with preventive maintenance scheduling and manage inventory.	\$ 2,045
6301	Professional Services	1		
6301	Professional Services	2	New Website design, cost shared with WWTP, Water, General and Parks.	\$ 5,000
6302	Accounting	1	Line 302 Accounting Funds the Wastewater Department portion of accounting costs	\$ 2,930
6323	WC Injury City Paid			
6502	Propane	1	Line 502 Propane: Pays for the cost of propane for heating the buildings at the Wastewater Facility	\$ 3,000
6621	Capital Expenditure Purchase	2	skid steer attachment	\$ 2,500
6611	Capital Expenditure Purchase	2	Build fence around Lift Station #1 \$?????, and around Lift station 12 \$????????	
6621	Capital Expenditure Purchase	2	Mini excavator purchase \$60,000 split with Water or lease purchase for 5 years at 4% for \$6,630	\$ 30,000
6611	Capital Expenditure Purchase	2	New Building \$250,000 to be allocated 75% Water and 25% WWTP	\$ 62,500
6621	Capital Expenditure Purchase	3	Air compressor replacement \$20,000 allocated to Water/WWTP/Street.	\$ 6,667
6611	Capital Expenditure Purchase	1	New City Hall Remodel Allocation	
6611	Capital Expenditure Purchase	2	Yearly Replacement Pump for Lift Station	\$ 14,000
6611	Capital Expenditure Purchase	2	CIPP Lining, cost depends on footage and line size	
	Wages & Benefits	3	Funds for a new waste water operator, this would allow for future expansion along with better efficiency for current operations. Wages \$36,130, payroll taxes \$2,764, insurance \$17,984, LAGERS \$5,311 and worker's compensation insurance \$1,940.	\$ 64,129
6611	Capital Expenditure Purchase	3	Replacement Pump for Lift Station	\$ 14,000
6611	Capital Expenditure Purchase	2	Replace Reactor Blower. These blowers run 24 hours a day and are the life of the Treatment Plant. 2 of these blowers are 18 years old, and they are having to be worked on more frequently, this would allow for one to be purchased now and either installed, or to have as a backup in the case that we have one fail.	\$ 40,000
6611	Capital Expenditure Purchase	1	Replace Digester blower	\$ 4,900
6611	Capital Expenditure Purchase	2	Admin Truck \$45,000. If leased purchased for 5 years at 4% allocated, annual payment \$9,944.92 allocated across departments, WWTP's share \$1,492.	\$ 6,750
611	SCEAP Grant	2	SCEAP Grant (80/20 grant for \$62,500, reimbursed for \$50,000. The purpose of the study is to identify sources, both public and private side of I&I to prevent the overloading of the wastewater treatment facility and prevent SSO events. Field tasks performed on the collection system as part of this Sanitary Sewer Evaluation Study may include: GIS data collection, manhole inspections, acoustic sounding, lift station evaluations, flow monitoring, and manhole level sensing with photo confirmation data collection. Results from the field inspection activities will be used to generate recommendations for collection system improvements. A facility plan will be developed outlining the findings of the field work and evaluation of the wastewater treatment facility and collection system. This will be submitted to the Missouri Department of Natural Resources as a requirement of the Small Community Engineering Assistance Program Grant. It should be noted that budget costs will be developed based on information available as the project moves into additional phases.	\$ 62,500
6611	Capital Expenditure Purchase	3	New Dump Truck, could be a shared cost with other departments. \$150,000 less \$25,000 from Cemetery. If leased purchased for 5 years at 4%, WWTP's share \$9,208.	\$ 50,000
6611	Capital Expenditure Purchase	2	We are asking for another vehicle in the fleet in the Waste water department to replace a 2002 Chevy (TP9 listed above) utility truck. \$50,000, if leased purchased for 5 years at 4%, \$11,050 annually.	\$ 50,000
Transfer	Transfer	1	PILOT transfer to General Fund	\$ 41,800
CIP	Equipment Lease	1		-
			Total Expenditures	\$ 1,365,818
			Net	\$ (379,663)

WWTP 2020 Operating Budget

Description	2019 Budget	Priority 1	Priority 2	Priority 3	Total	2020 Proposed Budget
Wages	\$ 299,857	\$ 274,343		\$ 36,130	\$ 310,473	\$ 274,343
Wages - Admin	\$ 88,314	\$ 96,315	\$ 3,200		\$ 99,515	\$ 96,315
Payroll Taxes	\$ 22,939	\$ 20,987		\$ 2,764	\$ 23,751	\$ 20,987
Payroll Taxes - Admin	\$ 6,756	\$ 7,368	\$ 245		\$ 7,613	\$ 7,368
Group Insurance	\$ 78,387	\$ 80,354		\$ 17,984	\$ 98,338	\$ 80,354
Group Ins. - Admin	\$ 20,623	\$ 23,263	\$ 1,798		\$ 25,061	\$ 23,263
LAGERS	\$ 41,080	\$ 40,328		\$ 5,311	\$ 45,639	\$ 40,328
LAGERS - Admin	\$ 12,099	\$ 14,158	\$ 470		\$ 14,628	\$ 14,158
Worker's Compensation	\$ 9,920	\$ 10,046		\$ 1,940	\$ 11,986	\$ 10,046
Work Comp - Admin	\$ 164	\$ 161	\$ 6		\$ 167	\$ 161
Truck Expense	\$ 8,500	\$ 7,500			\$ 7,500	\$ 7,500
Gas and Oil	\$ 10,000	\$ 12,000			\$ 12,000	\$ 12,000
Equipment Maintenance		\$ 3,000			\$ 3,000	\$ 3,000
Computer Maintenance	\$ 5,000	\$ 5,000			\$ 5,000	\$ 5,000
Collection System Maint.	\$ 32,000	\$ 32,000	\$ 23,000		\$ 55,000	\$ 32,000
Plant Maintenance	\$ 28,000	\$ 28,000			\$ 28,000	\$ 28,000
Radio Expense					\$ -	\$ -
SCADA	\$ 6,500	\$ 6,500			\$ 6,500	\$ 6,500
Legal					\$ -	\$ -
Engineering					\$ -	\$ -
Insurance	\$ 33,708	\$ 41,523	\$ 1,703		\$ 43,226	\$ 41,523
Postage	\$ 5,800	\$ 5,800			\$ 5,800	\$ 5,800
Postage Mach. Lease	\$ 800	\$ 400			\$ 400	\$ 400
Office Supplies	\$ 1,500	\$ 1,500			\$ 1,500	\$ 1,500
Lab Supplies	\$ 18,000	\$ 6,000			\$ 6,000	\$ 6,000
WWTP Samples		\$ 14,000			\$ 14,000	\$ 14,000
General Supplies	\$ 1,500	\$ 1,500			\$ 1,500	\$ 1,500
Telephone	\$ 5,755	\$ 6,250			\$ 6,250	\$ 6,250
Power	\$ 82,500	\$ 83,000			\$ 83,000	\$ 83,000
Grounds Maintenance	\$ 6,100	\$ 8,075			\$ 8,075	\$ 8,075
Capital Exp. Maint.					\$ -	\$ -
Sludge Site Maintenance	\$ 3,000				\$ -	\$ -
Sludge Site Crop					\$ -	\$ -
Uniforms	\$ 5,500	\$ 6,000			\$ 6,000	\$ 6,000
Meetings & Lodging		\$ 250			\$ 250	\$ 250
Dues and Subscriptions	\$ 800	\$ 950			\$ 950	\$ 950
Trash	\$ 700	\$ 700			\$ 700	\$ 700
Publications	\$ 1,000	\$ 1,000			\$ 1,000	\$ 1,000
Training and Safety	\$ 3,000	\$ 9,000			\$ 9,000	\$ 9,000
Unemployment					\$ -	\$ -
Miscellaneous		\$ 500			\$ 500	\$ 500
NPDES Permit	\$ 4,200	\$ 4,300			\$ 4,300	\$ 4,300
Plant Chemicals	\$ 7,000	\$ 7,000			\$ 7,000	\$ 7,000
Public Relations					\$ -	\$ -
Drug Testing	\$ 700	\$ 350			\$ 350	\$ 350
Inmate Program	\$ 1,050	\$ 2,000			\$ 2,000	\$ 2,000
Locates	\$ 700	\$ 850			\$ 850	\$ 850
Software Support	\$ 4,677	\$ 5,232	\$ 7,216		\$ 12,448	\$ 5,232
Professional Services	\$ 16,667		\$ 5,000		\$ 5,000	\$ -
Accounting	\$ 2,854	\$ 2,930			\$ 2,930	\$ 2,930
WC Injury City Paid					\$ -	\$ -
Propane	\$ 3,000	\$ 3,000			\$ 3,000	\$ 3,000
Security					\$ -	\$ -
Capital Exp. Purchase	\$ 50,000	\$ 4,900	\$ 203,250	\$ 70,667	\$ 278,817	\$ 4,900
Capital Exp. Equip. Purchase	\$ 2,500		\$ 2,500		\$ 2,500	\$ -
Leased Vehicles					\$ -	\$ -
Leased Equipment					\$ -	\$ -
New City Hall Remodel					\$ -	\$ -
SCEAP Grant			\$ 62,500		\$ 62,500	\$ -
Transfer PILOT to GF	\$ 41,500	\$ 41,800			\$ 41,800	\$ 41,800
TOTAL	\$ 974,649	\$ 920,133	\$ 310,889	\$ 134,796	\$ 1,365,818	\$ 920,133

Water and Wastewater Treatment Plant CIP

	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
Cash Balance	\$ 557,411	\$ 357,857	\$ 263,731	\$ 219,086	
Money Market Cash Balance	\$ 644,655	\$ 644,655	\$ 650,575	\$ 445,575	
Total Cash Balance	\$ 1,202,065	\$ 1,002,511	\$ 914,306	\$ 664,661	

REVENUES	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
4230 Interest		\$ 5,750	\$ 14,666	\$ 7,000	
4512 CIP fee		\$ 479,000	\$ 485,053	\$ 485,000	
Reimbursement from SRF Loan		\$ 244,000		\$ 236,500	
Subtotal	\$ -	\$ 728,750	\$ 499,719	\$ 728,500	

Surplus (Deficit) to Balance	\$ -	\$ (199,554)	\$ (288,680)	\$ (249,645)	
TOTAL	\$ -	\$ 928,304	\$ 788,399	\$ 978,145	

EXPENDITURES	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
6025 Maintenance					
6029 Water SCADA					
6029 WWTP SCADA		\$ 13,000	\$ 13,000		
6030 Water Legal					
6030 WWTP Legal		\$ 3,000	\$ 3,000		
6031 Water Engineering		\$ 148,100	\$ 232,560		
6031 WWTP Engineering		\$ 40,000	\$ 40,000	\$ 280,000	
6062 Main sewer line to treatment plant repair		\$ 40,000			
6301 Professional Services - Water				\$ 20,000	
6301 Professional Services - WWTP				\$ 20,000	
6302 Accounting					
6611 Water Capital Expenditure		\$ 83,502	\$ 83,502	\$ 91,145	
6611 WWTP Capital Expenditure		\$ 250,506	\$ 250,506		
6634 Lift Station No 4					
6621 Capital Exp. Equipment Purchase					
6626 Equipment Lease					
6805 Planning					
6651 Sewer Expansion to Activity Center					
6652 Water Expansion to Activity Center			\$ 6,233		
6805 Water Planning			\$ 451		
6805 WWTP Planning			\$ 451		
GIS System - WWTP		\$ 62,311	\$ 50,811		
GIS System - Water		\$ 34,885	\$ 34,885		
N. Side Water Expansion Design		\$ 73,000	\$ 73,000	\$ 69,000	
N. Side Water Ext. Const. Contingency				\$ 62,000	
Casings for Water Main				\$ 25,000	
W. Side Sewer Expansion Design		\$ 100,000		\$ 102,000	
Debt Service for WWTP Projects					
Debt Service for SRF Interest Payment		\$ 80,000			
Transfer to Debt Service Fund for SRF Loan				\$ 45,000	
Water Contract 2				\$ 10,000	
Pine Street Tower Demo Engineering				\$ 15,000	
Pine Street Tower Demolition					
WWTP Bypass Elimination Construction Contingency				\$ 89,750	
SCADA Design Fees				\$ 30,000	
New Revenue Bond Debt Service				\$ 119,250	
TOTAL	\$ -	\$ 928,304	\$ 788,399	\$ 978,145	

*** For Fiscal Year 2019 combined Water and Wastewater CIP Funds*

*Adopted
11/21/2019*

Water - CIP 21-25

	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>%</i>
Cash Balance as of December 31st	\$ 349,092	\$ 20,194	\$ 226,198		-100.00%

REVENUES		<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>%</i>
4230	Interest	\$ 2,824	\$ 2,500	\$ 2,262		-100.00%
4512	CIP Fee	\$ 180,075	\$ 179,000	\$ 168,414		-100.00%
Reimbursement from SRF Loan						
Subtotal		\$ 182,899	\$ 181,500	\$ 170,676	\$ -	-100.00%

Surplus (Deficit to Balance)	\$ (28,470)	\$ (328,898)	\$ (122,035)	\$ -	-100.00%
TOTAL	\$ 211,369	\$ 510,398	\$ 292,711	\$ -	-100.00%

EXPENDITURES		<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>%</i>
6029	SCADA		\$ 15,000			-100.00%
6030	Legal		\$ 750			-100.00%
6031	Engineering	\$ 189,009	\$ 186,070	\$ 169,996		-100.00%
6062	Capital Exp. Maint.					
6251	Meters					
6302	Accounting					
6609	Infrastructure Upgrade					
6611	Capital Expenditure	\$ 19,178	\$ 128,502			-100.00%
6626	Equipment Lease					
6652	Expansion of Water to Activity Center		\$ 141,008	\$ 83,804		-100.00%
6805	Planning	\$ 3,182	\$ 39,068	\$ 38,911		-100.00%
	N. Side Water Expansion Design					
	SRF Debt Service - Interest					
TOTAL		\$ 211,369	\$ 510,398	\$ 292,711	\$ -	-100.00%

Capital Expenditures						
6611	Mapping of water system	\$ 1,193	\$ 45,000	\$ -		
6611	Vactor truck: 25%		\$ 83,502			
	Skid steer purchase	\$ 17,985				
	AMI Metering System					
6029	RTU Replacement		\$ 15,000			
		\$ 19,178	\$ 143,502	\$ -	\$ -	

**** For Fiscal Year 2019 combined Water and Wastewater CIP Funds**

Wastewater Treatment Plant - CIP 22-26

	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>%</i>
Cash Balance	\$ 544,094.05	\$ 549,224.88	\$ 331,213.01		-100.00%
Money Market Cash Balance			\$ 644,654.56		
Total Cash Balance			\$ 975,867.57	\$ -	

<i>REVENUES</i>		<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>%</i>
4230	Interest	\$ 3,331.22	\$ 2,500.00	\$ 6,081.95		-100.00%
4512	Sewer CIP fee	\$ 299,048.79	\$ 299,000.00	\$ 302,061.37		-100.00%
4550	Sewer CIP Misc. Revenues					
	Transfer from 1999A Revenue Bond		\$ 504,600.00	\$ 508,325.62		
	Subtotal	\$ 302,380.01	\$ 806,100.00	\$ 816,468.94	\$ -	-100.00%

Surplus (Deficit) to Balance	\$ 188,723.95	\$ 5,130.83	\$ 431,782.52	\$ -	-32.85%
TOTAL	\$ 302,380.01	\$ 806,100.00	\$ 816,468.94	\$ -	149.14%

<i>EXPENDITURES</i>		<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>%</i>
6025	Maintenance					
6029	SCADA		\$ 30,000.00	\$ -		
6030	Legal			\$ 650.00		
6031	Engineering	\$ 67,557.57	\$ 104,035.20	\$ 113,100.44		-100.00%
6062	Capital Expenditure Maint.					
6302	Accounting					
6611	Capital Expenditure	\$ 17,985.00	\$ 124,542.00	\$ 124,741.34		-100.00%
6634	Lift Station No 4					
6621	Capital Exp. Equipment Purchase	\$ 24,931.00	\$ 315,506.00			-100.00%
6626	Equipment Lease					
6805	Planning	\$ 3,182.49	\$ 39,067.80	\$ 38,910.93		-100.00%
6651	Sewer Expansion to Activity Center		\$ 187,818.17	\$ 107,283.71		-100.00%
	GIS System					
	Debt Service for WWTP Projects					
	TOTAL	\$ 113,656.06	\$ 800,969.17	\$ 384,686.42	\$ -	-100.00%

<i>Capital Expenditures</i>		<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>%</i>
	Skid steer purchase	\$ 17,985.00				
	Blower	\$ 30,000.00	\$ 65,000.00			
	RTU Replacement		\$ 30,000.00			
	Vactor truck: 75%		\$ 250,506.00			
6611	Land Purchase for Easement		\$ 124,542.00	\$ 124,741.34		
	Bypass Elimination Plan					
	Piping revisions, UV disinfection					
	Headworks revisions, storm basin improvements					
	SCADA System - complete replacement					
	Priority I CIPP Lining Improvements					
		\$ 47,985.00	\$ 470,048.00	\$ 124,741.34	\$ -	

** For Fiscal Year 2019 combined Water and Wastewater CIP Funds

Water Department 21-91

	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
Operating Cash Balance	\$ 589,882	\$ 535,614	\$ 228,676	\$ 197,993	\$ 351,751	\$ 404,502	
Money Market Cash Balance			\$ 498,036	\$ 498,036	\$ 498,036	\$ 503,386	
Total Cash Balance December 31	\$ 589,882	\$ 535,614	\$ 726,712	\$ 696,030	\$ 849,787	\$ 907,889	6.84%

REVENUES		Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
4091	Water PILOT	\$ 49,532	\$ 52,330	\$ 55,268	\$ 53,300	\$ 51,599	\$ 52,875	2.47%
4200	Sale of Assets							
4230	Interest	\$ 5,996	\$ 5,000	\$ 8,787	\$ 7,500	\$ 15,084	\$ 15,000	-0.56%
4380	Misc. Revenues	\$ 3,563		\$ 1,042		\$ 1,226		-100.00%
4500	Water Use Exempt	\$ 48,919	\$ 50,600	\$ 56,518	\$ 50,000	\$ 46,591	\$ 46,500	-0.20%
4505	Water Use Resident	\$ 571,360	\$ 560,000	\$ 607,466	\$ 580,000	\$ 582,465	\$ 580,000	-0.42%
4510	Water Use Business	\$ 162,920	\$ 165,000	\$ 171,319	\$ 165,000	\$ 163,986	\$ 163,000	-0.60%
4520	Water Use Tapin	\$ 19,075	\$ 17,000	\$ 39,226	\$ 17,000	\$ 20,000	\$ 17,000	-15.00%
4540	Webster Capital Credits	\$ 3,883		\$ 8,594			\$ 6,239	
4541	Anthem Ins. Rebate	\$ 4,360		\$ 5,196			\$ 4,778	
4542	Insurance Claims			\$ 1,289				
4555	Water Use Late Charge	\$ 47,068	\$ 42,000	\$ 46,334	\$ 45,000	\$ 44,662	\$ 44,000	-1.48%
4560	Water Use Adjustment	\$ (633)		\$ 228				
4580	Damaged Prop. Collection							
	Transfer in from Cemetery Fund for Truck						\$ -	
	Subtotal	\$ 916,043	\$ 891,929	\$ 1,001,267	\$ 917,800	\$ 925,612	\$ 929,392	0.41%

Surplus (Deficit) to Balance	\$ 88,732	\$ (54,268)	\$ 151,207	\$ (30,682)	\$ 123,075	\$ 58,101	\$ 58,101	-52.79%
Total	\$ 916,043	\$ 946,197	\$ 1,001,267	\$ 948,482	\$ 925,612	\$ 929,392	\$ 929,392	0.41%

OPERATING EXPENDITURES		Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020	%
6010	Wages		\$ 180,742		\$ 202,143		\$ 186,843	
	Wages - Admin	\$ 217,249	\$ 85,106	\$ 240,988	\$ 88,314	\$ 276,648	\$ 103,456	4.93%
6011	Payroll Taxes		\$ 13,827		\$ 15,464		\$ 14,293	
	Payroll Taxes - Admin	\$ 16,058	\$ 6,511	\$ 17,467	\$ 6,756	\$ 21,164	\$ 7,914	4.93%
6012	Group Insurance		\$ 66,301		\$ 69,473		\$ 57,312	
	Group Ins. - Admin	\$ 62,249	\$ 19,687	\$ 70,162	\$ 20,631	\$ 77,697	\$ 24,472	5.26%
6013	LAGERS		\$ 22,954		\$ 27,694		\$ 27,466	
	LAGERS - Admin	\$ 24,228	\$ 10,808	\$ 38,663	\$ 12,099	\$ 28,916	\$ 15,208	47.58%
6014	Worker's Compensation		\$ 12,167		\$ 11,410		\$ 10,306	
	Work Comp - Admin	\$ 5,692	\$ 190	\$ 6,043	\$ 164	\$ 7,019	\$ 161	49.12%
6020	Truck Expense	\$ 718	\$ 3,000	\$ 6,329	\$ 4,000	\$ 3,730	\$ 4,000	7.24%
6021	Gas and Oil	\$ 7,075	\$ 10,000	\$ 11,445	\$ 10,000	\$ 11,500	\$ 12,000	4.35%
6022	Equip. Maintenance	\$ 859	\$ 1,980	\$ 6,869	\$ 3,500	\$ 3,000	\$ 3,000	0.00%
6023	Computer Maintenance	\$ 4,888	\$ 3,500	\$ 8,327	\$ 3,500	\$ 2,800	\$ 3,500	25.00%
6025	Maintenance	\$ 47,880	\$ 48,000	\$ 40,909	\$ 48,000	\$ 41,000	\$ 48,000	17.07%
6027	Radio Expense	\$ -	\$ 360		\$ 360			
6028	Building Maintenance	\$ 898	\$ 800	\$ 746	\$ 800	\$ 600	\$ 600	0.00%
6029	SCADA	\$ 301	\$ 7,500	\$ 5,242	\$ 7,500	\$ 5,500	\$ 7,500	36.36%
6030	Legal	\$ 100	\$ 500	\$ 179	\$ 500	\$ 350	\$ 500	42.86%
6031	Engineering							
6032	Insurance	\$ 12,616	\$ 15,221	\$ 15,245	\$ 13,792	\$ 14,142	\$ 14,757	4.35%
6033	Postage	\$ 5,815	\$ 7,500	\$ 6,109	\$ 7,500	\$ 6,000	\$ 7,500	25.00%
6034	Custodian Fee							
6038	Postage Mach lease	\$ 330	\$ 1,000	\$ 542	\$ 1,000	\$ 350	\$ 400	14.29%
6040	Office Supplies	\$ 557	\$ 900	\$ 546	\$ 900	\$ 600	\$ 700	16.67%
6045	General Supplies	\$ 3,341	\$ 2,750	\$ 2,518	\$ 2,750	\$ 2,200	\$ 2,750	25.00%
6047	Gravel	\$ 3,228	\$ 3,000	\$ 1,268	\$ 3,000	\$ 2,500	\$ 3,500	40.00%
6051	Telephone	\$ 4,386	\$ 4,500	\$ 5,512	\$ 5,450	\$ 5,500	\$ 5,450	-0.91%
6052	Power	\$ 49,248	\$ 50,000	\$ 53,627	\$ 50,000	\$ 46,000	\$ 50,000	8.70%
6060	Grounds Maintenance	\$ 1,651	\$ 1,625	\$ 1,583	\$ 1,625	\$ 1,650	\$ 3,825	131.82%
6062	Capital Exp. Maint.							
6069	Uniforms	\$ 3,011	\$ 4,500	\$ 3,588	\$ 4,500	\$ 3,100	\$ 4,500	45.16%
6070	Meeting & lodging	\$ 7		\$ 605				
6071	Dues and Subscriptions	\$ 810	\$ 1,200	\$ 192	\$ 1,200	\$ 1,100	\$ 1,500	36.36%
6072	Trash	\$ 775	\$ 900	\$ 1,787	\$ 900	\$ 800	\$ 1,000	25.00%
6073	Publications	\$ 2,002	\$ 2,220	\$ 779	\$ 2,220	\$ 1,100	\$ 2,500	127.27%
6075	Training and Safety	\$ 2,886	\$ 3,500	\$ 2,893	\$ 3,500	\$ 2,700	\$ 3,500	29.63%
6076	Unemployment							
6079	Miscellaneous	\$ 84	\$ 500	\$ 446	\$ 500	\$ 480	\$ 500	4.17%
6097	Drug Testing	\$ 107	\$ 450	\$ 53	\$ 450	\$ 250	\$ 300	20.00%

6101	Locates	\$ 882	\$ 1,000	\$ 1,003	\$ 1,000	\$ 800	\$ 1,000	25.00%
6231	Software Support	\$ 5,577	\$ 4,500	\$ 3,655	\$ 6,489	\$ 5,200	\$ 7,031	35.21%
6251	Meters	\$ 40,029	\$ 60,000	\$ 37,753	\$ 30,000	\$ 12,000	\$ 25,000	108.33%
6252	Wells	\$ 16,501	\$ 18,000	\$ 1,916	\$ 18,000	\$ 6,000	\$ 18,000	200.00%
6253	Water Samples	\$ 1,453	\$ 3,000	\$ 1,948	\$ 3,000	\$ 1,700	\$ 3,000	76.47%
6254	Disinfection	\$ 3,586	\$ 4,800	\$ 7,564	\$ 6,000	\$ 6,400	\$ 8,000	25.00%
6255	Water Towers			\$ 199		\$ 400	\$ 600	50.00%
6256	Water Line Replacement							
6301	Professional Services		\$ 4,500	\$ 2,510	\$ 16,667	\$ 16,667		-100.00%
6302	Accounting	\$ 1,943	\$ 2,814	\$ 2,240	\$ 2,854	\$ 2,280	\$ 2,930	28.51%
6323	WC Injury City Paid							
6502	Propane	\$ 674	\$ 4,500	\$ 2,691	\$ 1,500	\$ 1,400	\$ 1,500	7.14%
6511	Security		\$ 1,028					
6611	Capital Expenditure Purch			\$ 366				
6621	Capital Exp. Equip. Purchase							
6626	Leased Vehicles							
6971	Criminal Records Check							
	Transfer PILOT to GF	\$ 49,532	\$ 52,330	\$ 55,268	\$ 53,300	\$ 51,599	\$ 52,875	2.47%
	Replacement Schedule	\$ -						
	Subtotal	\$ 599,225	\$ 750,172	\$ 667,775	\$ 770,403	\$ 672,841	\$ 749,151	11.34%

CAPITAL EXPENDITURES								
6231	GIS Based Work Management Software		\$ 2,000	\$ 2,178				
6611	New City Hall Purchase	\$ 72,955						
6611	Land Purchase: Water Tower		\$ 46,349	\$ 46,349				
6611	Network Server		\$ 3,700	\$ 2,200				
6611	Utility Work Truck							
6611	Dump Truck				\$ 50,000			
6621	Skid Steer Attachment				\$ 2,500	\$ 2,500		-100.00%
6626	Leased Vehicles	\$ 19,159	\$ 19,160	\$ 19,159	\$ 9,580	\$ 11,196		-100.00%
6626	(2) New leased Truck							
6630	New City Hall Remodel		\$ 8,817	\$ 8,861				
6256	Water line Replacement		\$ 56,000	\$ 49,271	\$ 75,000	\$ 45,000	\$ 75,000	66.67%
	Boost Station on Elm				\$ 25,000		\$ 25,000	#DIV/0!
	Transfer to Replacement Fund	\$ 135,971	\$ 54,267	\$ 54,267	\$ 16,000	\$ 71,000	\$ 22,140	-68.82%
			\$ 5,733					
	Subtotal	\$ 228,086	\$ 196,026	\$ 182,285	\$ 178,080	\$ 129,696	\$ 122,140	-5.83%

TOTAL EXPENDITURES	\$ 827,311	\$ 946,197	\$ 850,060	\$ 948,482	\$ 802,536	\$ 871,291	8.57%
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RESERVE REPLACEMENT FUND						
	Actual 2017	Budget 2018	Actual 2018	Budget 2019	Est. Actual 2019	Budget 2020
Cash Balance as of December 31st	\$ 135,971	\$ 190,238	\$ 220,384	\$ 236,384	\$ 291,384	\$ 313,524

Replacement Schedule: Transfer O						
<i>Included in the above budget</i>						
Replacement/repair of meters	\$ 40,029	\$ 60,000	\$ 37,753			
Fire hydrant/equipment replacement	\$ 3,000	\$ 3,000	\$ 7,564			
Soft-starts replacement/repair						
Generator maintenance						
Pump station repair/maintenance				\$ 25,000		\$ 25,000
Replacement/repair water lines		\$ 61,733	\$ 49,271	\$ 75,000	\$ 45,000	\$ 75,000
Subtotal	\$ 43,029	\$ 124,733	\$ 94,587	\$ 100,000	\$ 45,000	\$ 100,000

Annual Replacement Schedule	\$ 179,000	\$ 179,000	\$ 179,000	\$ 116,000	\$ 116,000	\$ 122,140
Net Transfer In	\$ 135,971	\$ 54,267	\$ 84,413	\$ 16,000	\$ 71,000	\$ 22,140

Adopted
11/21/2019

Water Capacity Fees 21-91

	<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>	<i>%</i>
Cash Balance as of December 31st	\$ 13,539	\$ 19,539	\$ 25,525	\$ 32,525	\$ 25,526	\$ 32,526	0.00%

REVENUES		<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>	<i>%</i>
4570	Capacity Fees	\$ 5,848	\$ 6,000	\$ 11,986	\$ 7,000	\$ 7,000	\$ 7,000	0.00%
Subtotal		\$ 5,848	\$ 6,000	\$ 11,986	\$ 7,000	\$ 7,000	\$ 7,000	0.00%

Surplus (Deficit to Balance)	\$ 5,848	\$ 6,000	\$ 11,986	\$ 7,000	\$ 7,000	\$ 7,000	
TOTAL	\$ 5,848	\$ 6,000	\$ 11,986	\$ 7,000	\$ 7,000	\$ 7,000	

EXPENDITURES		<i>Actual 2017</i>	<i>Budget 2018</i>	<i>Actual 2018</i>	<i>Budget 2019</i>	<i>Est. Actual 2019</i>	<i>Budget 2020</i>
6029	SCADA						
6030	Legal						
6031	Engineering						
6062	Capital Exp. Maint.						
6251	Meters						
6611	Capital Expenditure						
6626	Equipment Lease						
TOTAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Adopted 11/21/2019

Water

Line Item	Line Item Description	Priority	Request Detail	2020 Proposed Budget Amount
4091	PILOT		PILOT - payment-in-lieu-of-taxes. Five percent collected on water usage fees to be transferred to the General Fund. Used to pay for costs incurred for other services provided by the City through the General Fund such as police, fire, streets and other services.	\$ 52,875
4170	Sale Surplus Property		Surplus property that has been sold. The Water department is the only department that uses 4170, all other departments and funds use 4200, Sale of Assets.	
4200	Sale of Assets		Records the sale of any assets and surplus property	
4230	Interest		Interest earned from the cash balance in the General Operating account and the Water Meter Deposit account.	\$ 15,000
4380	Misc. Revenues		2% of Sales Tax for timely collections, 2% of Primacy Fee retained for collection, scrap metal, insurance claims, and refunds.	
4410	Emp Ins Reimb		Employee insurance reimbursement, last used in 2012.	
4500	Water Use Exempt		Water use collections on tax exempt entities, such as churches and schools.	\$ 46,500
4505	Water Use Resident		Water use collections on residential meters.	\$ 580,000
4510	Water Use Business		Water use collections on business meters.	\$ 163,000
4520	Water Use Tapin		Revenue collected to pay for new meters.	\$ 17,000
4540	Webster Capital Credits		Once a year Webster Electric Cooperative distributes the amount of money that is left over after all expenses have been paid in the form of capital credits on a 20 year payment cycle. Based on the Finance Committee's recommendations, the Webster Electric Capital Credits is budgeted for 2020 based on an average of the last two years.	\$ 6,239
4541	Anthem Ins. Rebate		A result of the medical loss ratio (MLR), which is part of the Affordable Care Act (ACA). MLR is that a certain percentage of premium dollars must be used for medical claims and programs that improve the quality of health care and not for administrative expenses. Based on the Finance Committee's recommendations, the Anthem Health Insurance Rebate is budgeted for 2020 based on the average of the last two years.	\$ 4,778
4555	Water Use Late Charge		Fees and penalties collected on late payments.	\$ 44,000
4560	Water Use Adjustment		When a customer pays more on their account than what is due, the extra amount is recorded in this line item. When the overage is applied to the account, it is deducted from this line and applied to the above appropriate lines.	
4570	Capacity Fee		Revenue from fees collected on new water accounts. Fees are based on type and size of building. This line item has been moved to its own budget sheet.	
4580	Damaged Prop. Collection			
			Total Revenues	\$ 929,392
6010	Wages F/T	1		\$ 186,843
	Wages - Admin	1		\$ 103,456
	Wages - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 3,200
6011	Payroll Taxes	1		\$ 14,293
	Payroll Taxes - Admin	1		\$ 7,914
	Payroll Taxes - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 245
6012	Group Insurance	1		\$ 57,312
	Group Ins. - Admin	1		\$ 24,472
	Group Ins. - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 1,798
6013	LAGERS	1		\$ 27,466
	LAGERS - Admin	1		\$ 15,208
	LAGERS - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 470
6014	Worker's Compensation	1		\$ 10,306
	Work Comp - Admin	1		\$ 161
	Work Comp - Admin	2	Administrative Assistant allocated across departments and funds.	\$ 6
6020	Truck Expense	1	Cost for tires, brakes, batteries, parts, and any other maintenance. Currently we have in our fleet a 2015 Chevrolet utility truck 30,000 miles, a 2015 Chevrolet utility truck 27,000 miles, a 2007 Ford pickup 84,000 miles, a 2007 International Dump truck 50,000 miles, and a 1997 Ford Ranger 90,000 miles.	\$ 4,000
6021	Gas and Oil	1	Funds for fuel, oil, blue def, and lubes to operate and maintain all mobile equipment in the department fleet.	\$ 12,000
6022	Equip. Maintenance	1	Funds for the maintenance of current equipment. Currently in our equipment fleet we have a 2009 Volvo Backhoe 2400 hours, pull behind air compressor, Hammerhead Mole, an Army generator, cut-off saw, drill press, air compressor, cordless drill, cordless impact, cordless sawzall, 3- 12 volt water pumps, pipe beveller, pipe freezer, locator, tools, etc..	\$ 3,000
6023	Computer Maintenance	1	Funds to maintain and repair department computers including percentages of cost for maintenance and repair of computers at city hall, server and backup system.	\$ 3,500

6025	Maintenance	1	Funds are for the emergency situations to repair our water distribution system when pipes fail, contractor errors, or something breaks. Our water system includes line sizes of ¾", 1", 1 ½", 2", 4", 6", 8", 10", 12", and 16". We must keep enough pipe, couplings, and fittings for those emergency situations. These funds also keep our meter pits, shut-off valves, fire hydrants and parts, tool replacement, steel parts, PVC parts, and Brass parts in stock. Our PVC parts are subject to oil prices since they are a petroleum product.	\$ 48,000
6027	Radio Expense	1	Funds are to maintain the FM radios assigned to the water department including 5 portable radios and 1 mobile radio.	
6028	Building Maintenance	1	Funds are for maintenance of the water building.	\$ 600
6029	SCADA	1	Funds are set up for the program updating, equipment maintenance, repair, and replacement of a computerized system for the Supervisory Control and Data Acquisition system that provides monitoring, alarm call outs and data recording for most all of the processes and/ or equipment at the WWTF, 13 remote lift stations, 3 well and tower sites, and water boost station. The equipment consists of fiber optic cables, 20 remote transmitting units with associated electrical controls, power and cabinets and a computer hard drive with monitors, cell phones to monitor and control the scada system, The age of this equipment, technology, and the lack of trained personnel will likely cause this line to continue to increase.	\$ 7,500
6030	Legal	1	Funds pay for our city attorney as may be needed for legal matters such as buying of selling property, dealing with threats, enforcing the water use codes, suits against the City. Includes some allocations from city hall.	\$ 500
6031	Engineering	3	Funds pay for engineering for city projects not listed in the CIP projects. An example will be water line extensions, looping of dead end lines, water rate study or a hydraulic model	\$ -
6032	Insurance	1	Funds set aside for insurance coverage for Buildings, Vehicles, Equipment and Liability.	\$ 14,757
6033	Postage	1	Funds used for sending out water/sewer bills, informational letters, and packages.	\$ 7,500
6034	Custodian Fee		Fees that were set aside for the cleaning of the water building.	\$ -
6038	Postage Mach lease	1	Funds the water department share of a monthly lease.	\$ 400
6040	Office Supplies	1	Funds used for copy paper, pens, printer ink, bathroom supplies, folders, paper clips, note pads, staples, staplers, purchase order books, work order books, keys light bulbs, cleaning supplies, replace chairs, desks, coffee, foam cups.	\$ 700
6045	General Supplies	1	Funds used for repairs or replacement of tools on the trucks and in the shop, like grinders, hand tools, welders, weed eaters, chargers, power tools, hammers, wrenches, and electrical supplies, lumber, nails, screws, bolts and nuts, major tool repairs, or replacement.	\$ 2,750
6047	Gravel	1	Funds for gravel on emergency water leaks, new service connections, some meter repairs, and repairs to street when the water issue involves the street, fire hydrant replacement, water line extensions, and looping of dead end water lines, valve replacement. This line has increased due to the amount of in house projects we are doing	\$ 3,500
6051	Telephone	1	Funds used to pay for land line office phone bill during business hours and cell phones used to monitor alarms, enter mobile 311 data, answer calls after hours and also one wireless tablet used for monitoring the department through SCADA and turning equipment off/on from remote locations after hours	\$ 5,450
6052	Power	1	Funds used to pay for electric at the water facility, boost station, 3 well sites, and 3 tower sites. In speaking with Webster Electric, they believe that we will see an increase for the cost of electricity, this reflects the 10% increase from last year.	\$ 50,000
6060	Grounds Maintenance	1	Contract mowing of City properties.	\$ 3,825
6062	Capital Exp. Maint.			
6069	Uniforms	1	Funds provide uniforms for 5 department personnel along with grease rags, hooded sweat shirts, and jackets	\$ 4,500
6070	Meeting & lodging	3	Funds that would be used for overnight room for training classes.	\$ -
6071	Dues and Subscriptions	1	Funds to pay for dues to professional organizations such as MO WEF, MWWA, MRWA, SREP, ICMA, AWWA membership. This line is increased due to subscribing to become a AWWA member	\$ 1,500
6072	Trash	1	Funds used to pay for trash service at the water facility.	\$ 1,000
6073	Publications	1	Funds to pay for public notices, financial statements, help wanted ads that might apply to water department, or is allocated by Administration	\$ 2,500
6075	Training and Safety	1	Funds to pay for the employee safety equipment including safety toe boots, rubber boots, gloves, hats, vest, safety glasses, ear protection, signs, safety cones, and formal safety training for the personnel such as 10 hour OSHA, CPR, Hazard material handling, driving, and pays for the required state water license and commercial driving license.	\$ 3,500
6076	Unemployment			
6079	Miscellaneous	1	Funds small unexpected purchases that are not easily allotted to other line items	\$ 500
6097	Drug Testing	1	Funds the random drug testing of employees which is mandatory for Commercial Driver License.	\$ 300
6101	Locates		Funds for our annual fee with Mo One Call and marking paint used to do the locates	\$ 1,000

6231	Software Support	1	Funds allocated for Sensus, Summit and Dude Solutions (mobile 311) and GIS.	\$ 7,031
6231	Software Support	2	SmartGov - permits, plan reviews, inspections, code enforcement and licensing.	\$ 5,171
6231	Software Support	2	Upgrade Mobile 311 to Asset Essentials - initiate, assign and track the progress of maintenance work orders; manage assets and equipment for all properties with advanced mobile and GIS capabilities, develop advanced workflows with preventive maintenance scheduling and manage inventory.	\$ 2,045
6251	Meters	1	Funds use to pay for water meters, meter pits, and all brass fittings, brass meter setters, and electronic reading components involve with meter installation. This line has dropped due to the upcoming meter replacement project however we have to maintain enough in this line for new installs and mainly the replacement of meter yoke components.	\$ 25,000
6252	Wells	1	Funds used for upkeep and maintenance of water wells, including chemical pumps and components, pressure gages, soft starts, and yearly inspections of the wells	\$ 18,000
6253	Water Samples	1	Funds set for routine monthly testing of water to ensure safe drinking water, also special testing due to water main breaks, customer complaints, new water main installations.	\$ 3,000
6254	Disinfection		Funds for the purchase of chemicals to improve the quality of drinking water. This line is increased due to the expansion of our water system, amount of hydrant flushing we do to keep good water quality, and cost of the disinfection and water quality products that we will be using with the current SRF project	\$ 8,000
6255	Water Towers		Funds for maintenance of our three water towers which is typically light bulbs and insulation as there are some pressure sensors that the scada system operates on that must kept from freezing	\$ 600
6255	Water Towers	2	Clean exterior of towers	\$ 28,000
6301	Professional Services		Allocation of Economic Development cost share	
6301	Professional Services	2	New Website design, cost shared with WWTP, Water, General and Parks.	\$ 5,000
6302	Accounting	1	Funds the water department portion of accounting costs	\$ 2,930
6323	WC Injury City Paid			
6502	Propane	1	Heating the offices and equipment bays in the Water Department	\$ 1,500
	Capital Expenditure Purchase	1	New City Hall remodel allocation	
6256	Replacement Schedule	1	Funds are for the replacement of aged and undersized water mains, looping of dead-end mains, and installing new mains where there are currently not any which allows us to move meters out of the backyards and this also includes planning, engineering, and installation of the water main replacement	\$ 75,000
	Replacement Schedule	1	Replacement of the Boost Station components which would allow the effluent water pressure to be automated and more energy efficient	\$ 25,000
	Replacement Schedule	1	Transfer to Replacement Fund	\$ 22,140
971	Criminal Records Check			
			Transfer PILOT to General	\$ 52,875
	Wages and benefits	3	Funds for a new water operator, this would allow for future expansion along with better efficiency for current operations. Wages \$36,130, payroll taxes \$2,764, insurance \$17,984, LAGERS \$5,311 and worker's compensation insurance \$1,940.	\$ 64,129
6032	Insurance	2	New vehicles' insurance	\$ 2,553
6032	Insurance	3	New vehicles' insurance	\$ 851
6611	Capital Expenditure Purchase	2	Air compressor replacement \$20,000 allocated to Water/WWTP/Street.	\$ 6,667
6611	Capital Expenditure Purchase	1,2	Mini excavator purchase at \$60,000 split with WWTP or could lease purchase, five years at 4%. If lease purchase, Water's allocation is \$6,630.	\$ 30,000
6611	Capital Expenditure Purchase	2	New Dump Truck purchase or lease, \$150,000 less \$25,000 from Cemetery. Allocate to Water, WWTP and Street. If lease purchase for 5 years at 4%, Water's allocation is \$9,208.	\$ 50,000
6611	Capital Expenditure Purchase	3	Directional Bore machine	
6611	Capital Expenditure Purchase	2	Replace backhoe	\$ 125,000
6611	Capital Expenditure Purchase	3	Fire Hydrant Flow Rings and paint	\$ 20,000
6611	Capital Expenditure Purchase	3	Skid steer attachment split with other Departments	\$ 2,500
6611	Capital Expenditure Purchase	3	Purchase of a new work truck	\$ 50,000
6611	Capital Expenditure Purchase	2	We are asking for another vehicle in the fleet in the water department so that employees can split up as needed to complete tasks more efficiently. \$50,000, if lease purchased for 5 years at 4% it is estimated at \$11,050 annual payment.	\$ 50,000
6611	Capital Expenditure Purchase	2	Admin Truck \$45,000. If leased purchased for 5 years at 4% allocated, the annual payment \$9,944.92 would be allocated across departments/funds with the Water Fund's allocation \$2,486.	\$ 11,250
6611	Capital Expenditure Purchase	2	New Building \$250,000 to be allocated 75% Water and 25% WWTP.	\$ 187,500
			Total Expenditures	\$ 1,517,675
			Net	\$ (588,283)

Water Department 2020 Budget

Description	2019 Budget	Priority 1	Priority 2	Priority 3	Total	2020 proposed Budget
Wages	\$ 202,143	\$ 186,843		\$ 36,130	\$ 222,973	\$ 186,843
Wages - Admin	\$ 88,314	\$ 103,456	\$ 3,200		\$ 106,656	\$ 103,456
Payroll Taxes	\$ 15,464	\$ 14,293		\$ 2,764	\$ 17,057	\$ 14,293
Payroll Taxes - Admin	\$ 6,756	\$ 7,914	\$ 245		\$ 8,159	\$ 7,914
Group Insurance	\$ 69,473	\$ 57,312		\$ 17,984	\$ 75,296	\$ 57,312
Group Ins. - Admin	\$ 20,631	\$ 24,472	\$ 1,798		\$ 26,270	\$ 24,472
LAGERS	\$ 27,694	\$ 27,466		\$ 5,311	\$ 32,777	\$ 27,466
LAGERS - Admin	\$ 12,099	\$ 15,208	\$ 470		\$ 15,678	\$ 15,208
Worker's Compensation	\$ 11,410	\$ 10,306		\$ 1,940	\$ 12,246	\$ 10,306
Work Comp - Admin	\$ 164	\$ 161	\$ 6		\$ 167	\$ 161
Truck Expense	\$ 4,000	\$ 4,000			\$ 4,000	\$ 4,000
Gas and Oil	\$ 10,000	\$ 12,000			\$ 12,000	\$ 12,000
Equip. Maintenance	\$ 3,500	\$ 3,000			\$ 3,000	\$ 3,000
Computer Maintenance	\$ 3,500	\$ 3,500			\$ 3,500	\$ 3,500
Maintenance	\$ 48,000	\$ 48,000			\$ 48,000	\$ 48,000
Radio Expense	\$ 360				\$ -	\$ -
Building Maintenance	\$ 800	\$ 600			\$ 600	\$ 600
SCADA	\$ 7,500	\$ 7,500			\$ 7,500	\$ 7,500
Legal	\$ 500	\$ 500			\$ 500	\$ 500
Engineering					\$ -	\$ -
Insurance	\$ 13,792	\$ 14,757	\$ 2,553	\$ 851	\$ 18,161	\$ 14,757
Postage	\$ 7,500	\$ 7,500			\$ 7,500	\$ 7,500
Custodian Fee					\$ -	\$ -
Postage Mach lease	\$ 1,000	\$ 400			\$ 400	\$ 400
Office Supplies	\$ 900	\$ 700			\$ 700	\$ 700
General Supplies	\$ 2,750	\$ 2,750			\$ 2,750	\$ 2,750
Gravel	\$ 3,000	\$ 3,500			\$ 3,500	\$ 3,500
Telephone	\$ 5,450	\$ 5,450			\$ 5,450	\$ 5,450
Power	\$ 50,000	\$ 50,000			\$ 50,000	\$ 50,000
Grounds Maintenance	\$ 1,625	\$ 3,825			\$ 3,825	\$ 3,825
Capital Exp. Maint.					\$ -	\$ -
Uniforms	\$ 4,500	\$ 4,500			\$ 4,500	\$ 4,500
Meeting & lodging					\$ -	\$ -
Dues and Subscriptions	\$ 1,200	\$ 1,500			\$ 1,500	\$ 1,500
Trash	\$ 900	\$ 1,000			\$ 1,000	\$ 1,000
Publications	\$ 2,220	\$ 2,500			\$ 2,500	\$ 2,500
Training and Safety	\$ 3,500	\$ 3,500			\$ 3,500	\$ 3,500
Unemployment					\$ -	\$ -
Miscellaneous	\$ 500	\$ 500			\$ 500	\$ 500
Drug Testing	\$ 450	\$ 300			\$ 300	\$ 300
Locates	\$ 1,000	\$ 1,000			\$ 1,000	\$ 1,000
Software Support	\$ 6,489	\$ 7,031	\$ 7,216		\$ 14,247	\$ 7,031
Meters	\$ 30,000	\$ 25,000			\$ 25,000	\$ 25,000
Wells	\$ 18,000	\$ 18,000			\$ 18,000	\$ 18,000
Water Samples	\$ 3,000	\$ 3,000			\$ 3,000	\$ 3,000
Disinfection	\$ 6,000	\$ 8,000			\$ 8,000	\$ 8,000
Water Towers		\$ 600	\$ 28,000		\$ 28,600	\$ 600
Water Line Replacement	\$ 75,000	\$ 75,000			\$ 75,000	\$ 75,000
Professional Services	\$ 16,667		\$ 5,000		\$ 5,000	\$ -
Accounting	\$ 2,854	\$ 2,930			\$ 2,930	\$ 2,930
WC Injury City Paid					\$ -	\$ -
Propane	\$ 1,500	\$ 1,500			\$ 1,500	\$ 1,500
Capital Expenditure Purch	\$ 50,000		\$ 460,417	\$ 72,500	\$ 532,917	\$ -
Capital Exp. Equip. Purchase	\$ 2,500				\$ -	\$ -
Leased Vehicles	\$ 9,580				\$ -	\$ -
New City Hall Remodel					\$ -	\$ -
Criminal Records Check					\$ -	\$ -
Boost Station on Elm St.	\$ 25,000	\$ 25,000			\$ 25,000	\$ 25,000
Transfer PILOT to GF	\$ 53,300	\$ 52,875			\$ 52,875	\$ 52,875
Transfer to Replacement Fund	\$ 16,000	\$ 22,140			\$ 22,140	\$ 22,140
	\$ 948,482	\$ 871,289	\$ 508,906	\$ 137,480	\$ 1,517,675	\$ 871,289