BOARD OF ALDERMEN
Work Session Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, October 17, 2023 5:00 PM
City Hall Board Room

1. **GENERAL AGENDA**
   A. Strategic Plan Projects Overview and Review (Administration)
   B. 2024 Budget Request Overview (Administration)
2. **ADJOURN**

Posted Date & Time: 10/13/23; 1:55 p.m. By: MM

ITEM 1.A.
For 10/17/2023
Board of Aldermen - Work Session

CITY OF PARKVILLE
Policy Report

Date: October 13, 2023

Prepared By:
Melissa McChesney, City Clerk

Reviewed By:
Alexa Barton, City Administrator

ISSUE:
Strategic Plan Projects Overview and Review (Administration)

BACKGROUND:
In April, and again in August, the Board of Aldermen and senior leadership participated in a strategic planning workshop. The purpose of the event was to (1) refine Parkville's strategic priorities; (2) identify specific initiatives to advance for the 2023 budget year and beyond; and (3) strengthen the working relationships among the members of the governing body.

BUDGET IMPACT:
There is no direct budget impact associated with this action.

ALTERNATIVES:

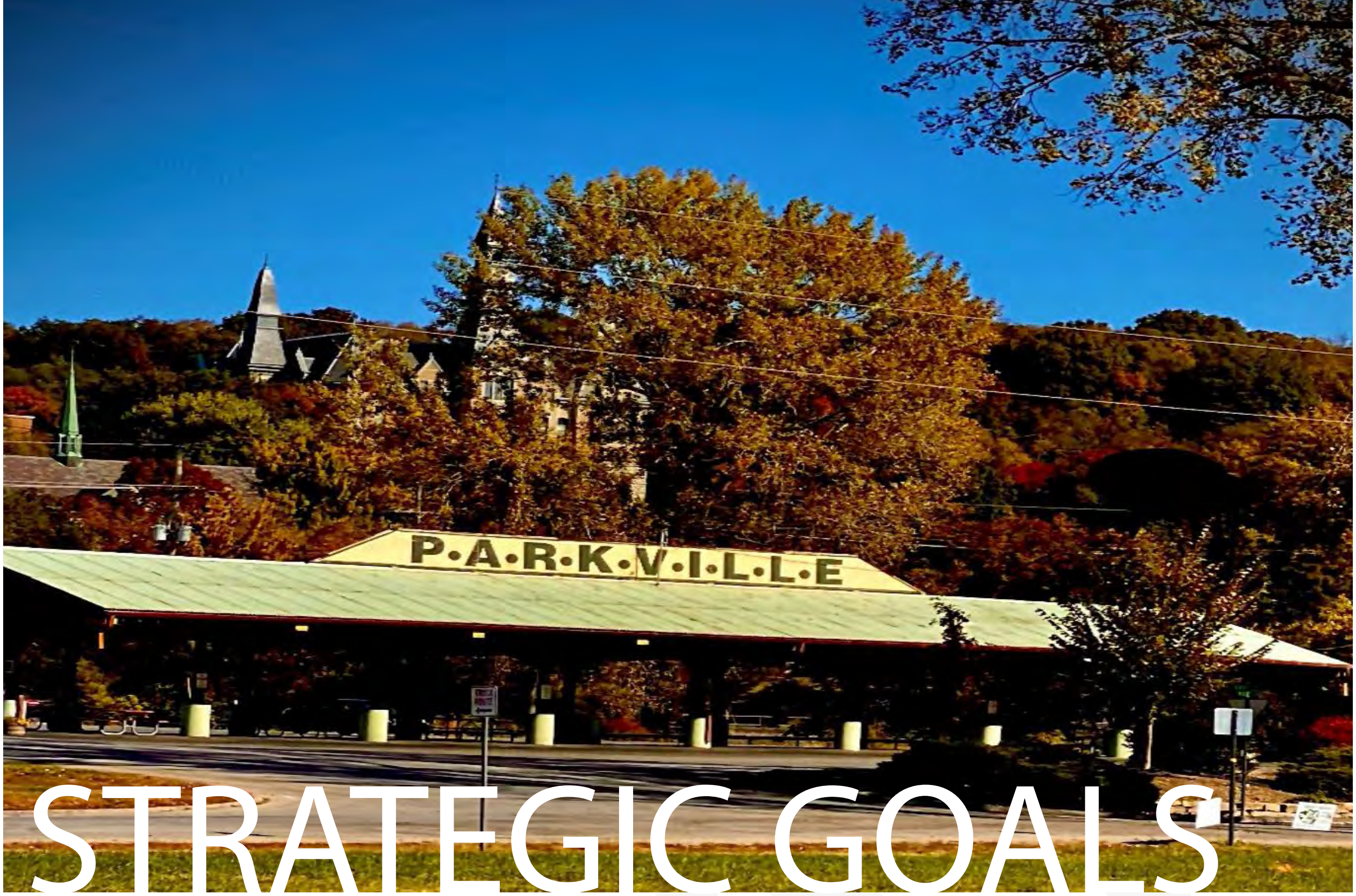
1. Accept the plan as presented.
2. Accept the plan, subject to changes.
3. Postpone the discussion.

STAFF RECOMMENDATION:
Staff recommends that the Board of Aldermen accept the plan as presented.

ATTACHMENTS:
1. Strategic Goals 2023-2024
2. Strategic Plan Projects

Parkville
Missouri

STRATEGIC GOALS 2023-2024



STRATEGIC GOALS

OPERATIONAL EXCELLENCE

Provide a diverse and reliable set of financial resources

Recruit and retain highly qualified staffing

Institute appropriate processes and systems

Provide and utilize appropriate technology and equipment

Create strategic partnerships, including but not limited to: Ambulance District, Cities, Counties, Fire District, Legislative Bodies, MoDOT, Public Utilities (Missouri Public Utilities Commission), Railroad (BNSF) and more)

INFRASTRUCTURE AND PUBLIC FACILITIES

Pursue options regarding railroad noise reduction

Enhance thoroughfare connectivity, safety and walkability

Extend the life of infrastructure and equipment

Strategically expand (place) facilities

QUALITY DEVELOPMENT

Assure quality development through effective and efficient development processes

Identify and pursue development opportunities that fill quality of life gaps in the community

Promote development that is economically sustainable

PARKS AND RECREATION

Ensure the Parks Master Plan meets current and future needs of the community in all wards

Develop a strategy to fully utilize parks for recreation programs

Prioritize parks projects for maintenance and expansion

COMMUNICATIONS BEST PRACTICES

Use two-way communication more effectively and proactively with our community (engagement)

Fully utilize available technology for effective communications

Maximize availability of and access to information

Provide updates to strategic plans with associated goals including quarterly PACE reports

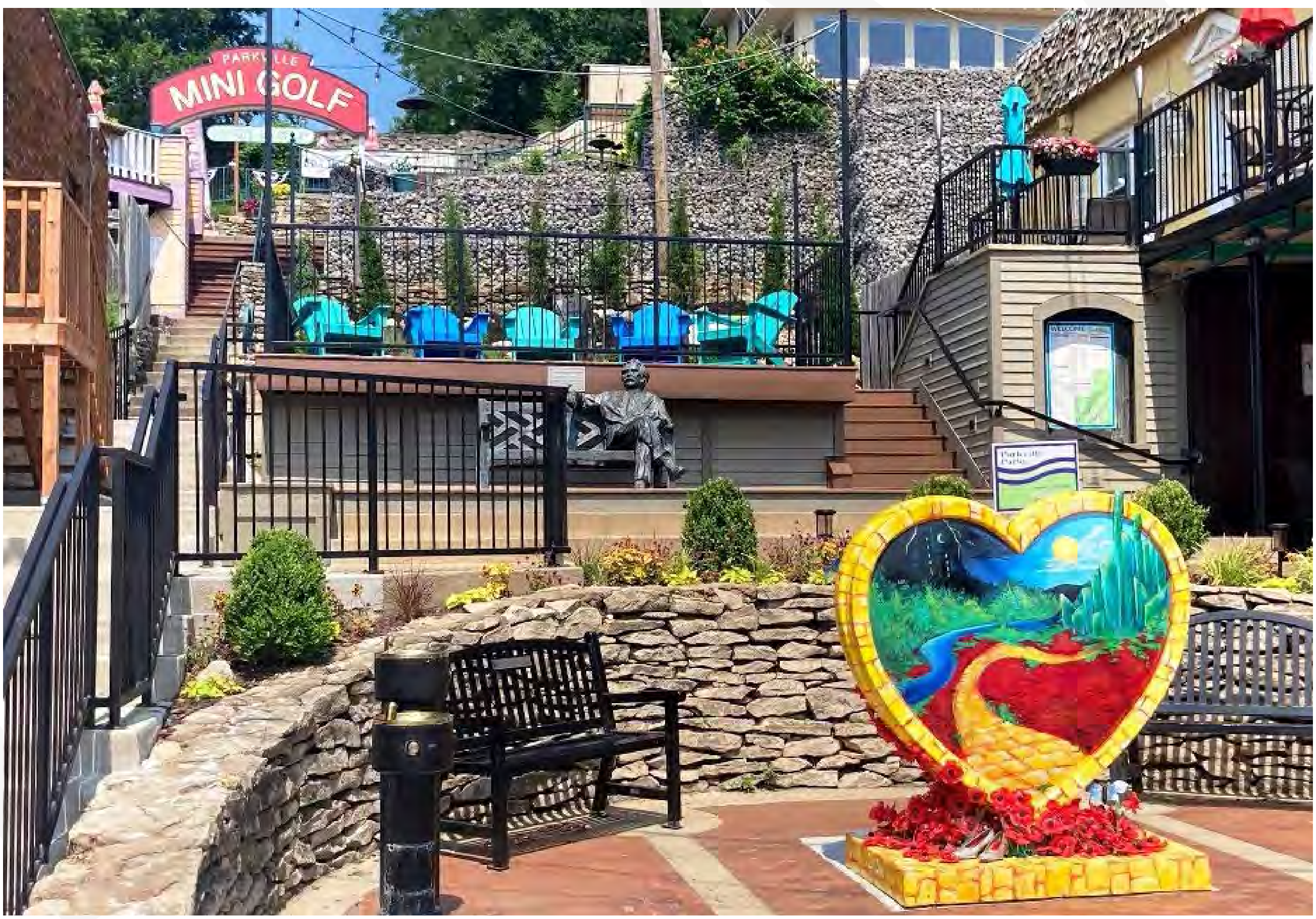
PUBLIC SAFETY

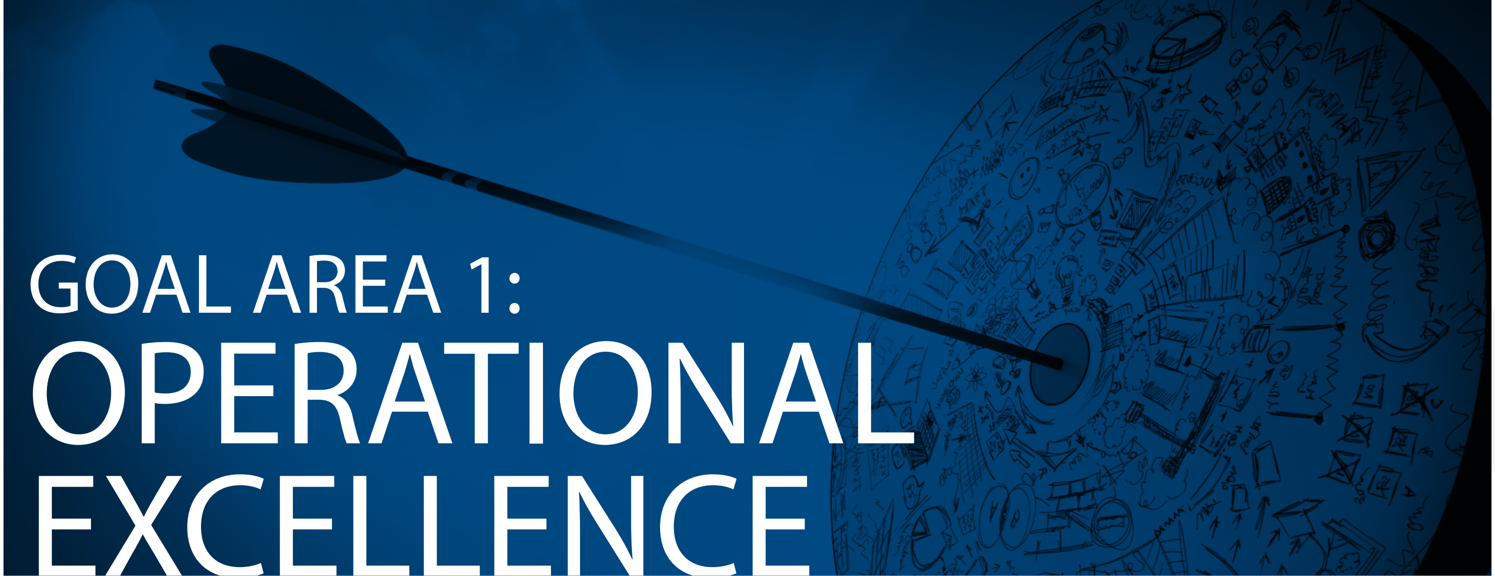
Provide needed resources for policing a growing community

Achieve competitive benefits/salaries for a professional police force

Create community partnerships including mutual aid, regional, neighborhoods/HoAs

Retain public confidence through effectiveness, efficiency and engagement





GOAL AREA 1: OPERATIONAL EXCELLENCE

STRATEGY A: Provide a diverse and reliable set of financial resources

- Review and update the **SCHEDULE OF FEES** to recover full cost of City services for user fees, permits, license fees, impact fees, and developer contributions for defined enhancements such as roadway improvements and tornado sirens.

- Pursue **PARTNERSHIP OPPORTUNITIES, GRANTS AND OTHER OUTSIDE FUNDING SOURCES** for City projects and programs.

- Introduce **BALLOT MEASURES**:

  USE TAX: 2.5% (Infrastructure/Capital Improvements)

  If approved, develop plan to educate voters via FAQ, information and usage of funds.

  MARIJUANA TAX: 3%

  If above items occur, convene **CITIZEN FOCUS GROUP** for measures.

- Review the City's **FINANCIAL STATUS**. Contact Advisor and Bond Counsel on financing capacity for the **EXTENSION OF TEMPORARY TAX LEVY FOR CAPITAL NEEDS/PROJECTS**, including Public Works facilities.

- Apply for grant funding for **VETERANS MEMORIAL PROJECT**.

- Explore **OTHER FUNDING OPTIONS** for city: explore impact of Increasing City Property Tax vs. Sales Tax

GOAL AREA 1: OPERATIONAL EXCELLENCE

STRATEGY B: Recruit and retain highly qualified staffing

- Align citywide **COMPENSATION PACKAGE**, leading the region, to ensure a competitive pay and benefits (sick, vacation, tuition, allowances, etc.) schedule for all staff that includes internal equity.
- Utilize peer city data to update **STAFFING PLAN, SERVICE LEVELS and COMPENSATION STUDY**.
- Update **LAGERS** plan to be competitive with neighboring communities by adjusting Employee Contribution from 4% to 0%
- Update the **PERSONNEL MANUAL** to address policies related to employee retention strategies to reduce turnover, attrition and ensure employee engagement and reflect changes to pay scale, compensation plan, benefits, etc.
- Review and update Employee I**NSURANCE & BENEFITS PACKAGE**.
- Review and revise **EMPLOYEE EVALUATION, INCENTIVES and PAY RAISE PROCESSES**.

STRATEGY C: Institute appropriate processes and systems

- Explore options and plans for **COURT OPERATIONS**.
- Review/Amend/Adopt **GOVERNANCE STANDARDS** for Board of Aldermen and Staff.
- Educate public on **STEPS OF CITY PROCESSES**.

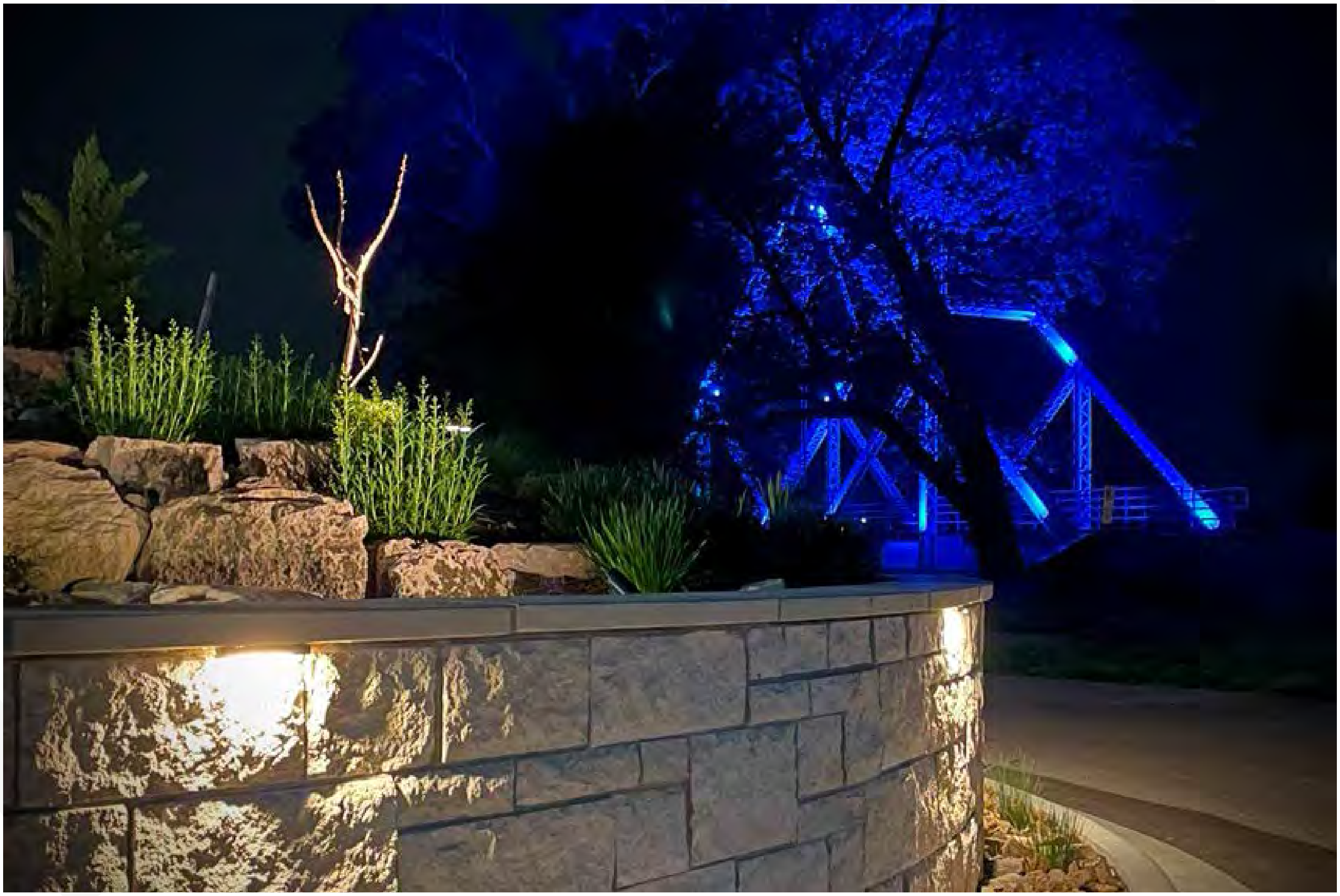
STRATEGY D: Provide/Utilize appropriate technology and equipment

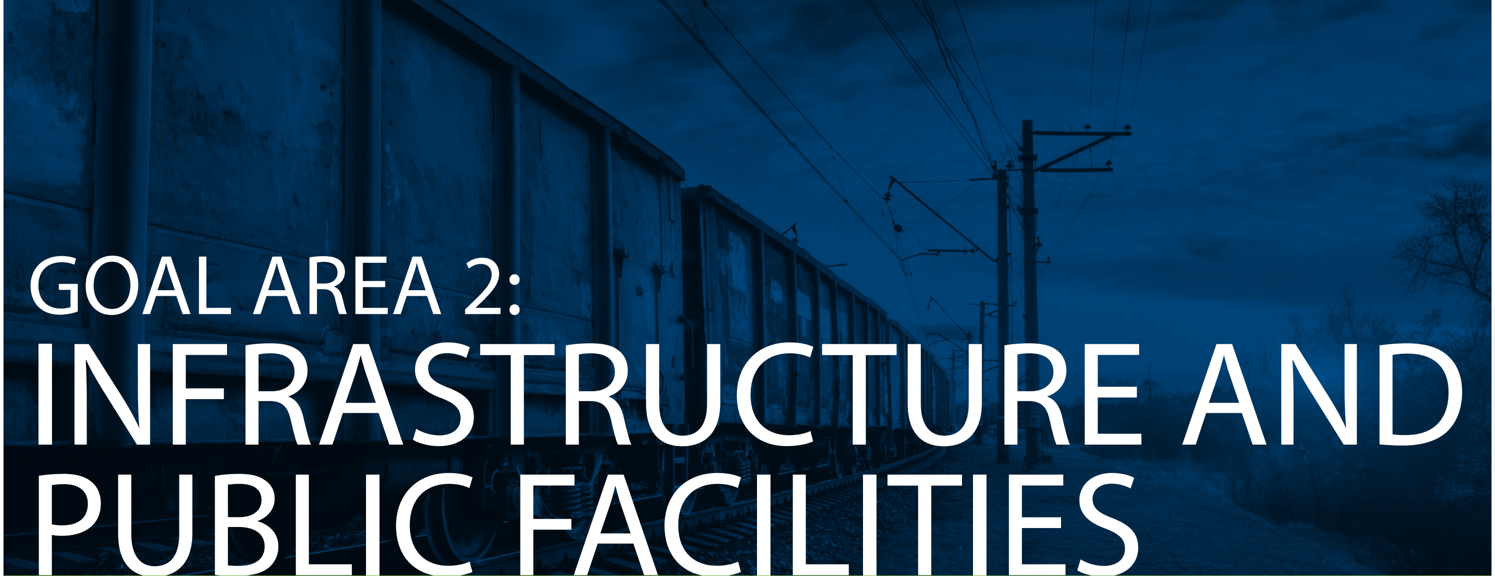
- Fully integrate/execute **ERP FINANCIAL ACCOUNTING SYSTEM** for best use of Accounting, Budgeting, Capital Development, Asset Management and Payroll Software. Utilize available systems and merge new software (Civic Clerk/Plus: Park Reservations, Permitting, 3-1-1 and more).
- Commence integration of **PARKS CAMERA SYSTEM** to enhance visibility and security.
- Research and activate **PROGRAMS TO INCREASE PRODUCTION, MEET WORK NEEDS and PROFESSIONALIZE CITY OPERATIONS** (fleet vehicle leasing, etc.)

GOAL AREA 1: OPERATIONAL EXCELLENCE

STRATEGY E: Create strategic partnerships (Ambulance District, Cities, Counties, Fire District, Legislative Bodies, MoDOT, Public Utilities (Missouri Public Utilities Commission), Railroad (BNSF) and more)

- Pursue **FUNDING FOR LOCAL COST SHARE** for federal and state grants for:
  - Route 9 improvements
  - Bell Road Sidewalks (suspended for funding options)
  - Walkability
- Approach **PARKVILLE SPECIAL ROAD DISTRICT ABOUT 25% OF EXCESS FUND BALANCE** for local projects such as Bell Road.
- Pursue next steps of **COORDINATING "HOMETOWN U" BRANDING** with Park University: Education and Marketing
- Identify/Explore partnerships with citywide groups to create **PROGRAMMING OPPORTUNITIES**: Parks & Rec
- Participate in programming for World Cup 2026





GOAL AREA 2:
INFRASTRUCTURE AND PUBLIC FACILITIES

STRATEGY A: Enhance thoroughfare safety, connectivity and walkability

- Submit a **LETTER OF INTENT** to BNSF and the Federal Railroad Administration (Quiet Zone Wayside Horns).
- Meet with regional representative with the **FEDERAL RAILROAD ADMINISTRATION (FRA) ABOUT FEASIBILITY**. If so, research project funding opportunities.
- Identify **FUNDING SOURCES** for local cost share of projects.
- Develop RFP with contractors for **ON-CALL & DESIGN/BUILD** needs.
- Develop review/report contract for **ARCHITECTURAL DESIGN STANDARDS**.
- Complete the **PARKVILLE ADA TRANSITION PLAN**.
- Update **SIDEWALK STANDARDS** to better accommodate walking and biking and connections to the trail system.
- Perform **SIDEWALK, CURB/GUTTER INFRASTRUCTURE ASSESSMENT** analysis. (Ref. Pavement Management Road report)
- Pursue and complete **TRAIL PROJECTS**, including the Brush Creek Trail: Partnerships with Platte County and Creekside Development; work with Platte County extend trail and future connection to Riverfront Trail.
- Review alternatives to widen the **MAIN STREET BRIDGE**.

GOAL AREA 2: INFRASTRUCTURE AND PUBLIC FACILITIES

STRATEGY B: Extend life of infrastructure & equipment

- Identify vendor and award **PAVEMENT MANAGEMENT** contract.
- Create a **VEHICLE REPLACEMENT PROGRAM (VRP)** for all departments.
- Complete a **5-YEAR STORMWATER MASTER PLAN** including an asset inventory and funding strategy and recommendations for leveraging dollars.
- Initiate **SEWER SYSTEM ANALYSIS** for future of Sewer. (Contingent upon analysis/BoA direction: Plan for **LONG TERM UPGRADES OF THE SEWER PLANT**, in coordination with Alliance Water Resources and the City Engineer.)
- Work with utility providers to **PRIORITIZE COMMUNITY INFRASTRUCTURE** including quality (underground) water, electricity reliability and high-speed fiber.

STRATEGY C: Strategically expand (place) facilities

- Apply for Platte County Outreach Grant for Gateway Park Project and pursue construction.
- Request new, or transition existing, Platte County Partnership grant for reconstruction of the **FARMERS MARKET**.
- Prepare **RESERVE STUDY FOR MUCH NEEDED MAINTENANCE AT CITY HALL** and improvements utilitizing Temporary General Fund Levy funds.
- Develop a plan and cost estimate for the development of **POLICE SATELLITE WEST LOCATION**.
- Develop a plan for **PUBLIC RESTROOMS IN DOWNTOWN PARKVILLE**.
- Complete placement of **TORNADO SIREN PLAN** (in Thousand Oaks) – ensuring coverage throughout city.

GOAL AREA 3: QUALITY DEVELOPMENT

STRATEGY A: Assure quality development through effective and efficient development processes

- Issue an RFQ to hire qualified firm to lead the **DESIGN STANDARDS UPDATES** – Commercial and Residential Development.
- Update **DEVELOPMENT CODE** to include necessary provisions for placing new tornado sirens.

STRATEGY B: Identify and pursue development opportunities that fill quality of life gaps in the community

- Identify sites and areas of the community suitable for **REDEVELOPMENT**.
- Partner with Parkville PACE for funding opportunities to execute **HOUSING & DENSITY STUDY**.

STRATEGY C: Promote development that is economically sustainable

- Update and educate the community on **PARKVILLE'S ECONOMIC DEVELOPMENT INCENTIVE POLICY** to address new development and redevelopment.
- Review existing fees and consider new **FEES FOR THE IMPACT OF DEVELOPMENT ON INFRASTRUCTURE** outside of development itself, such as impact fees for major arterials and collectors.

GOAL AREA 4:
PARKS AND RECREATION

STRATEGY A: Ensure Parks Master Plan meets current and future needs of the community in all wards

- Identify the community's priorities as part of the **UPDATE/REVISED 2016 PARKS MASTER PLAN**, and establish an implementation plan for the continued investment in parks.
- Prepare for new **GATEWAY PARK** conceptual plan (near the entry to Pinecrest) as trailhead and rest area.
- Pursue Land Water & Conservation Fund Grant for **CONVERSION OF FIELD 1** to another location for sports fields to accommodate Veterans Memorial.
- Integrate **PARKS MAINTENANCE AND LANDSCAPING PLAN** into updated Parks Master Plan.

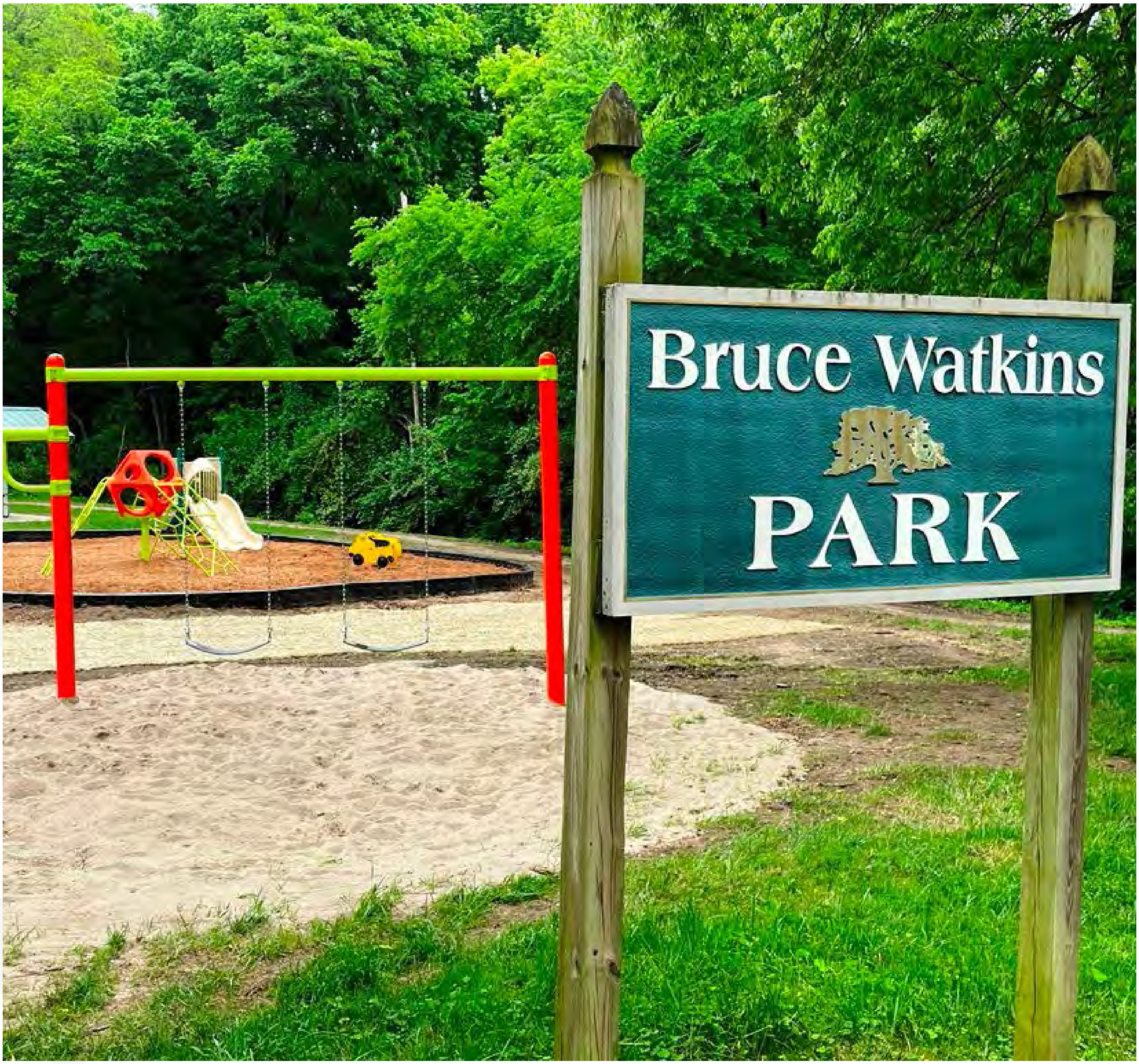
STRATEGY B: Develop a strategy to fully utilize the parks for recreation programs

- Identify partners and opportunities to **EXPAND PNR PROGRAMMING** led by the City – including new to Parkville (Parks and Nature Sanctuary).
- Enhance utilization of **BALLFIELDS, VIKINGS FIELD, SHELTERS, STAGE, USAGE and PARTNERSHIPS**.

GOAL AREA 4: PARKS AND RECREATION

STRATEGY C: Prioritize parks projects for maintenance and expansion

- Partner with U.S. Army Corps of Engineers for the **CONSTRUCTION OF THE WETLAND PROJECT**, including ongoing maintenance.
- Review **LONG-TERM USE OF TRAIN DEPOT** and any necessary improvements to maintain the property as viable for occupancy.



GOAL AREA 5: COMMUNICATIONS BEST PRACTICES

STRATEGY A: Use two-way communication more effectively and proactively with our community (engagement)

- Proactively **COMMUNICATE and EDUCATE** around major city processes – **Citizen's Academy**.
- Develop **EDUCATION GUIDELINES** including flowcharts, project updates, financial processes and more.
- **PARTNER WITH PACE** and assist with final program coordination.
- Develop **SOCIAL MEDIA STRATEGY, OBJECTIVES AND STANDARDS**.
- Proactively **PROMOTE CITY ACCOMPLISHMENTS and POSITIVE STORIES**.
- Develop and Implement a Citizen's feedback of **CITY SERVICES SURVEY**.
- Develop and expand **COMMUNITY & NEIGHBORHOOD ENGAGEMENT MEETINGS** to accomplish community feedback wants/needs.
- Communicate, publicize and promote **CRIME DATA** demonstrating departmental excellence in safety.

GOAL AREA 5: COMMUNICATIONS BEST PRACTICES

STRATEGY B: Fully utilize available technology for effective communications

- Research, bid/quote, procure and install:

  PARKS AND RECREATION RESERVATION SOFTWARE: (possibly include volunteer management software)

  COMMUNITY DEVELOPMENT SOFTWARE: Permits, planning, etc.

  PUBLIC WORKS SOFTWARE: 3-1-1-type Software

- Research/acquire **RECORDS MANAGEMENT SOFTWARE** for city business, requests, public records including sunshine requests.

- Refresh existing **WEBSITE** with expanded content and user-friendly, streamlined improvements.

STRATEGY C: Maximize availability of and access to information

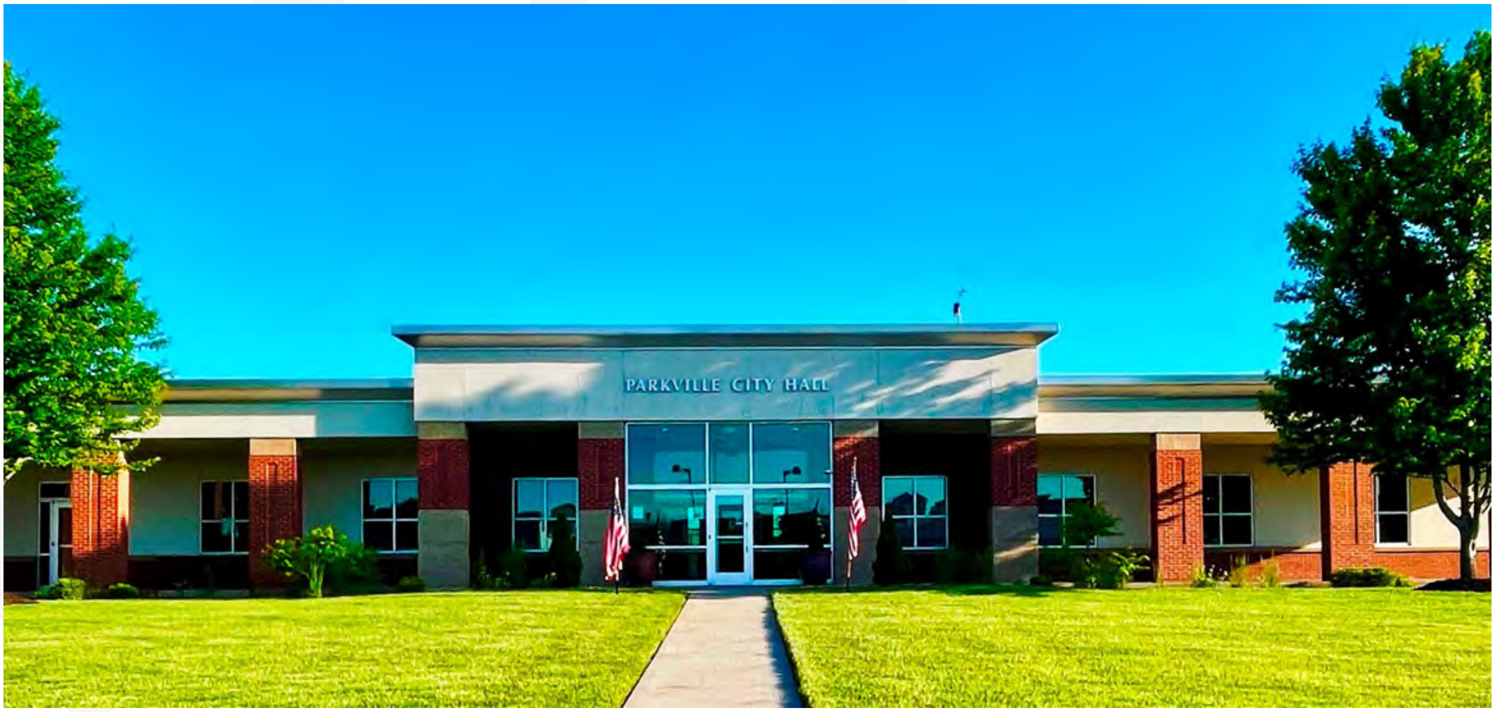
- Publish and publicize all official **CITY MAPS**.

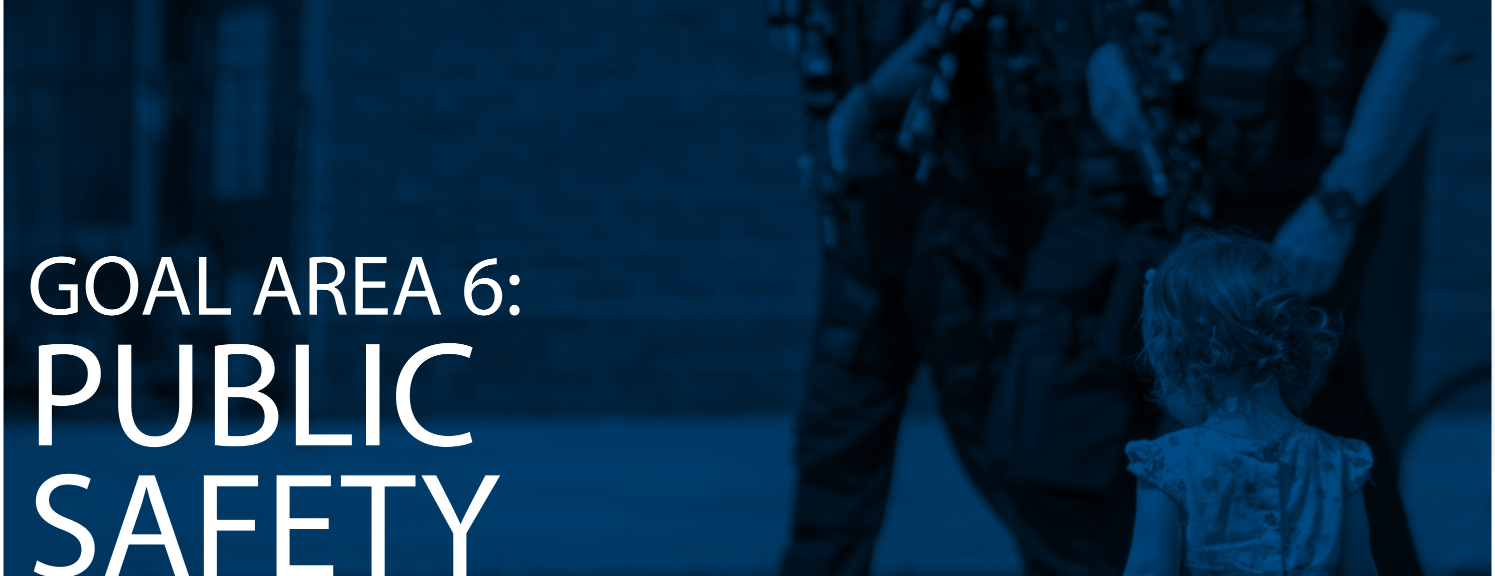
- Create new **CITY ROAD MAP**.

- **CONNECT WITH ALL MEMBERS OF OUR COMMUNITY –** focused on those without access to technology via services and events.

- **PROVIDE UPDATES** to strategic plans with associated goals on regular schedule.

- Provide **ECONOMIC DEVELOPMENT UPDATES**.





GOAL AREA 6: PUBLIC SAFETY

STRATEGY A: Provide needed resources for policing a growing community

- Prepare reporting mechanism for **ACCOUNTABILITY OF PUBLIC SAFETY SALES TAX**.
- Identify **SATELLITE POLICE LOCATION** (west) Parkville.
- Manage fleet and growth through **VEHICLE LEASING PROGRAM**.
- Expand **RECRUITMENT/RETENTION EFFORTS and STRATEGIES** – educate on benefits of a community that practices community policing.

STRATEGY B: Achieve competitive benefits/salaries for a professional police force

- Create program to **ASSIST NEW HIRES** to offset the cost of the academy.
- Explore **INCENTIVES FOR RECRUITMENT** of new Police Officers.
- Update **BENEFITS** to ensure competitive with surrounding communities.

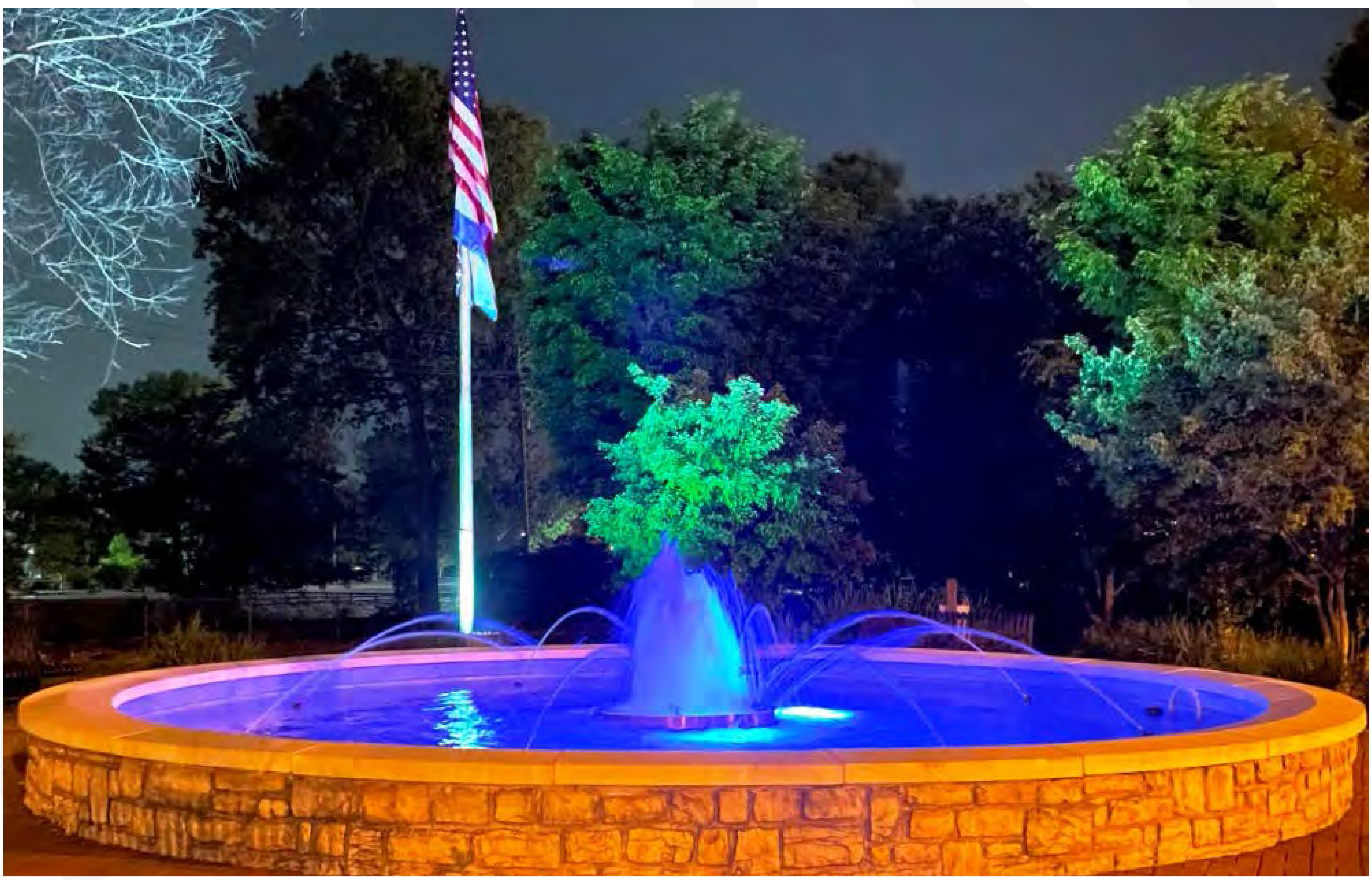
GOAL AREA 5: PUBLIC SAFETY

STRATEGYC:Createcommunitypartnerships(mutualaid,regional,neighborhoods/HoAs)

- Establish **COMMUNITY WATCH PROGRAMS** in interested neighborhoods.
- Communicate and educate about existing **MUTUAL AID AGREEMENTS** and City connections with other agencies.
- Retain/enhance **PARTNERSHIPS** with Park U Security, Park Hill School District, Regional Emergency Management.

STRATEGYD:Retainpublicconfidencethrougheffectiveness,efficiencyandengagement

- Recruit **COMMUNITY VOLUNTEERS** to help with festivals, parades and crowd control.
- Communicate, publicize and promote **CRIME DATA** demonstrating departmental excellence in safety.



FUTURE IDEAS / PLANS

- Updated mapping for **ARCGIS VIEWER –** with Platte County Beacon.
- **PARKVILLE APP** for direct and specific interactions with the community and partners, Similar to 3-1-1 system.
- Complete process to expand City's **ADOPT-A-SPOT** beautification program.
- Issue debt for State Revolving Fund to pay for **SEWER IMPROVEMENT PROJECTS.**
- Update City **INFRASTRUCTURE ASSET INVENTORY.**
- **FACILITY NEEDS ASSESSMENT.**
- **ADDITIONAL POLLING LOCATION(S)**

SUSPENDED/ON-HOLD/CONTINUATION OF OUT YEAR PROJECTS

- Consider next step actions for current Platte County Partnership grant ($1 Mil) for Sports Field area.

  Discussion at both the Board level and with the public. Desire and need for fields—but not at PLP;

  Possible/find other location(s): Partner w/Park University (former quarry site?), River Bottoms area (outside PLP/ELP)
- Continuation of 9 Hwy Corridor Project.
- Bell Road: Improvements (stormwater?), walkability.

This document was created by SGR
for the City of Parkville, Missouri.

Parkville Strategic Goals

Operational Excellence

Provide a diverse and reliable set of financial resources

Recruit and retain highly qualified staffing

Institute appropriate processes and systems

Provide/utilize appropriate technology and equipment

Create strategic partnerships, including but not limited to: Ambulance district, Cities, Counties, Fire District, Legislative bodies, MoDOT, Public Utilities (Missouri Public Utilities Commission), Railroad (BNSF), and more.

Infrastructure and Public Facilities

Pursue options regarding railroad noise reduction

Enhance thoroughfare connectivity, safety and walkability

Extend life of infrastructure and equipment

Strategically expand (place) facilities

Quality Development

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Promote development that is economically sustainable

Parks and Recreation

Ensure Parks Master Plan meets current and future needs of the community in all wards

Develop a strategy to fully utilize the parks for recreation programs

Prioritize Parks projects for maintenance and expansion

Communications

Use two-way communication more effectively and proactively with our community (engagement)

Fully utilize available technology for effective communications

Maximize availability of and access to information

Provide updates to strategic plans with associated goals, including quarterly PACE reports

Public Safety

Provide needed resources for policing a growing community

Achieve competitive benefits/salaries for a professional police force

Create community partnerships (mutual aid, regional, neighborhoods/HoA)

Retain public confidence through effectiveness, efficiency and engagement.

GOAL AREA 1: OPERATIONAL EXCELLENCE

Goal 1: STRATEGY A: Provide a diverse and reliable set of financial resources

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Review and update the **SCHEDULE OF FEES** to recover full cost of City services for user fees, permits, license fees, impact fees, and developer contributions for defined enhancements such as roadway improvements and tornado sirens.	Park: BP ROW/Permitting: DJH/SL	2022/2023	2023/2024	Ongoing	Park Fees: 2/2023 Review/Clarify: end 2023/2024 ROW: Updated 3/2023 Review/Clarify: 2023/2024 Permitting: Pending area comparison return of data. Updated 3/7/23 Public Works fees to add? Target for 2024: • Annual review as part of budget process? Approved throughout year and adopted fully during budget adoption?
Pursue partnership opportunities, **grants, and other outside funding sources** for City projects and programs.	DH's/Staff	Ongoing	Ongoing	Ongoing	Received multiple grants: ADA Transition for Downtown, $25,000 STP: 9 Hwy/Triangle, $3.2 Million State/Gov: Cost-share: 9 Hwy, $1.79 Mil. TAP: Bell Road Sidewalks, $750K PC: Outreach: Gateway Park, $34K PC: Stormwater Mgmt Grant: (85%) - Area of 7170 National Pending: Platte County Road Grant ($2M for Hwy 9 Triangle) Platte County Partnership Grant ($1 Mil for Farmers Market)

					BNSF Railroad GrantPlatte County Outreach Grant (PLP Bridge 2024)
ACTION ITEM	**ASSIGNMENT**	**START DATE**	**DUE DATE**	**STATUS**	**UPDATE**
Introduce **Ballot Measures**: **Use Tax** (2.5%) (Infrastructure/Capital Impr) If approved, develop plan to educate voters: via FAQ, Info and Usage of funds. **Marijuana Tax** (3%)	ELECTED OFFICIALS & ALL STAFF	6/2023	11/7/2023		Create education material: Completed 9/2023 Present Mat'l, Northland Chamber, Rotary, EDC, Town Hall (PLC)
If above items occur, convene CITIZEN FOCUS GROUP for measures.	BOA (and CA)	6/2023	11/7/2023		Shared Educational Information with interested Citizens and provided feedback where necessary
Also see Goal 1, Strategy E: Partnerships					
Review the City's Financial status. Contact Advisor and Bond Counsel on financing capacity for the **EXTENSION OF TEMPORARY TAX LEVY FOR CAPITAL NEEDS/PROJECTS, including PW facilities**	Finance/DH's	2023-2025		Ongoing	2023-25: Strategic Planning 5 year CIP w/ Needs Assessment
Apply for grant funding for **VETERANS MEMORIAL PROJECT**	Park DH Veterans Mem Committee	2022/2023		Completed	5/2023: Change location from Field 1 to Depot due to LWCF Grant by NPS 6/2023: Request Cancellation/Notify: NPS Vets Memorial moved to Spirit Fountain; no grant required
Explore other funding options for city: Explore	Admin/Finance	2023/2024	?		Discussed at BoA meetings: Not yet studied/initiated.

impact of **Increasing City Property Tax** Vs. Sales Tax					

Goal 1: STRATEGY B: Recruit and retain highly qualified staffing

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Align citywide **COMPENSATION PACKAGE** to ensure a competitive pay and benefits (sick, vac., tuition, allowances, etc.) schedule for all staff that includes internal equity. (See Update Personnel Manual, next item)			FY 2024	Ongoing	Phase 2, for FY 2024, strive for employees are within appropriate range for their grade.
Utilize peer city data to update **STAFFING PLAN, SERVICE LEVELS, COMPENSATION STUDY**		1/2023	10/2023	In process/ Ongoing	Phase 1 reflected in FY 2023 budget – reflects update to competing neighbors: Riverside/Smithville ensuring employees are all within their appropriate grade. Phase 2 proposed for FY 2024: Reflect competing neighbors update of same: Goal to bring employees to 50-75 percentile based on experience. Annually: Compare area plans for accuracy
Update LAGERS plan to be competitive with		7/1/2023			Contact LAGERS 7/1/2023 for actuary impact.

neighboring communities by adjusting Employee Contribution from 4% to 0%.					
Update the **Personnel Manual** to address policies related to employee retention strategies to reduce turnover, attrition and ensure employee engagement. Also to reflect changes to pay scale, compensation plan, benefits, etc. (REFINE)	Admin/Sr. Staff	2023	2023/2024	Initial Review in progress.	Create a people-first workplace, create and support an inclusive culture, invest in employee growth opportunities, create career advancement opportunities (where appropriate), recognize and appreciate effort/work, encourage a healthy work-life balance. Initial Review in progress. Utilizing Bukaty employee benefits broker
ACTION ITEM	**ASSIGNMENT**	**START DATE**	**DUE DATE**	**STATUS**	**UPDATE**
Review and update Employee **INSURANCE & BENEFITS PACKAGE**	Admin Team			Initiated December 2022 / Ongoing	Reorganized Payroll/Benefits structure of Organization. Working w/Bukaty, Employee Benefit Consultant – extended contract to also include HR services. Ongoing review/update of processes and systems resulting in improved employee interaction.
Review and revise **EMPLOYEE EVALUATION, INCENTIVES, PAY RAISE PROCESSES**	Admin Team		2023/2024	Initiated March 2023	In 2023 executed Phase 1 of pay adjustments on anniversary date, not on January 1 – making process more equitable. 2023: Bukaty reviewing/updating Evaluation Form for use in 2024

Goal 1: STRATEGY C: Institute appropriate processes and systems

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Explore options and plans for **COURT OPERATIONS**	Admin Team		2023/2024	Pending (due to reorganization)	Consider revenue, funding and alternatives; Explore possibility of regional system – partnering w/neighboring city(ies)
Review/Adopt/Amend **GOVERNANCE STANDARDS** for Board of Aldermen & Staff	Elected Officials/Admin Team		2023	Not Yet Initiated	Comparing/reviewing comparable standards from other communities. Update City's standards
Education of Public to Steps of city processes	Elected Officials/Leader ship	Fall 2023	2023/2024	In Process	Park University BPA ROW Maintenance, Leaves in ROW, Development Process, Short-Term Rentals completed Intro to Citizens Academy to-do (2Q24); issue Save the Date (4Q23)

Goal 1: STRATEGY D: Provide/Utilize appropriate technology and equipment

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Fully **Integrate/Execute ERP Financial Accounting System** for best use of Accounting, Budgeting, Capital Development, Asset Management, and Payroll Software. Utilize available	Administration	2023 Budget	2023/2024	1/2023: InCode Finance, Payroll training 6/2023: Budget Module 7/2023: Purchase new software for Parks Reservations, CD:	Trial/Pilot in 2022, commence in 2023. Creates a more decentralized budget process that allows each department to manage their piece of the process.

systems and merge new software (Civic Clerk/Plus: Park Reservations, Permitting, 3-1-1, & more)				Permitting, PW 3-1-1, & more 9/2023: Purchase Records Management software	InCode (ERP System): Finance Module training last 2 weeks of 1/2023. Budget module training 6/2023
Commence Integration of **Camera system within Parks** to enhance visibility/security.	Public Safety/ Parks & Rec.	2023 Budget	2023/2024	In process	Police Admin preparing specifications and locations for equipment. 9/2023: 3 phases completed; integrating two systems 2024: Phase 4 Friends Shelter Phase 5 ELP
Research and activate programs to increase production, meeting work needs, and professionalize city operations; like, Fleet Vehicle Leasing, etc.	All Departments	2023 Budget		Contract completed Ongoing	E-Fleet Vehicles - April 2023; delivered 5 trucks 9/2023 Vehicle Maintenance
ESRI/ArcGIS Software	All Departments	2023 Budget		Ongoing	Establish map layers and better utilization of Geographic Information System (GIS) Meet regulatory needs for state operating permit; gain efficiency and can lead to asset management

Goal 1: STRATEGY E: Create strategic partnerships (Ambulance district, Cities, Counties, Fire District, Legislative bodies, MoDOT, Public Utilities (Missouri Public Utilities Commission), Railroad (BNSF), and more.

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Pursue **funding for local cost share** for federal and state grants for: Route 9 improvements, (Bell Road Sidewalks: suspended for funding options) …walkability	Administration Community Devel. Public Works		Mid-year, 2023	Initiated 12/22 And Ongoing	Board approved ballot measures for Use Tax for matching dollars; also, Working with Platte County Public Works to prepare grant request for matching dollars: submitted 5/2023. 6/19/2023: Platte Co. Commission Meeting Result: instructed to request funding after use tax measure in November
Also See Goal 1, Strategy A: RELIABLE FUNDING – Approach **Parkville Special Road District about 25% of Excess Fund Balance** for local projects, such as Bell Road.	Administration Community Devel. Public Works		2023	Not yet initiated	This item has not been initiated.
Pursue next steps of Coordinating "Hometown U" Branding with Park University: Education and Marketing	Elected Officials /Admin Team		Ongoing	Ongoing	Met and working with Park University (and MSPA), 5/2023 RE: Marketing items: Banners for Hwy 9 (Purchase by Park U.), coffee tumblers
Identify/Explore partnerships w/citywide groups to create **PROGRAMMING OPPORTUNITIES**: Parks & Rec			Ongoing	Complete/Ongoing	Parks working with local organizations for programs – growing events (see 2023 schedule of events)
Participate in programming for **World Cup 2026**					Research option of lifting AirBNB limitations during World Cup timeframe

GOAL AREA 2: INFRASTRUCTURE AND PUBLIC FACILITIES

STRATEGY A: Enhance thoroughfare safety/connectivity/walkability

ACTION ITEM	ASSIGNMENT		DUE DATE	STATUS	UPDATE
Submit a **letter of intent** to BNSF and the Federal Railroad Administration (Quiet Zone/Wayside Horn?)	Public Works/ Community Development/ Administration	Mid-year		Ongoing	Contingent upon cost estimates from BNSF
Meet with regional representative with the **Federal Railroad Administration (FRA) about feasibility.** If so, research project funding opportunities.	Public Works/ Community Development/ Administration		Mid-Year	Ongoing: Upcoming Work Session and Public Input (TBD)	This item has been initiated. FRA performed site-visit: 12/7/2022. Staff met with Drew from FRA onsite. Staff to review the geometry of the truck route off EB Mill to SB Main. There might not be room for the median curb to accommodate Quiet Zone -- reviewed for more detail. Alternative option: Wayside Horns. Future BoA Work sessionOngoing communications with BNSF
ACTION ITEM	**ASSIGNMENT**	**START DATE**	**DUE DATE**	**STATUS**	**UPDATE**
Identify **funding sources** for local cost share of projects	Public Works/ Comm Dev / Administration	Mid-year		Ongoing	See Goal 1, Strategy A, Page 3
Develop RFP with contractors for **on-call & design/build** needs.	Public Works/ Comm. Dev / Administration	2023		To be initiated 4Q23	Look to other cities, like City of Merriam and others, for documents related to RFP.

Develop Review/Report contract for **Architectural Design Standards**	Comm. Dev. / Admin	2023		Initiated RFP, Review Board – to BoA	Proposal received. Interview scheduled May 2023. Contract: June 2023, Start date: 10/2023

Complete the **Parkville ADA Transition Plan**	Community Devel.		2023	Initiated: Grant Received Bids received.	Post Bid Interview: 4/6/2023 for Vendor selection/award Contract approval by MARC Completed on-site assessment Staff training by 12/2023
Update **sidewalk standards** to better accommodate walking and biking and connect them to the trail system.	Community Devel. Public Works Parks and Rec.			Not yet initiated.	Plan in 2025 CIP
Perform **sidewalk, curb/gutter infrastructure assessment** analysis (Ref. Pavement Management Road report)			2024	Not yet initiated	With success of Pavement Management Analysis/Report for City Roads in 2023; propose same report for: Streets again, add Sidewalks, Curbs/Gutters in 2024 1Q2024 or 2Q2024
Pursue and Complete Trail Projects including Brush Creek Trail Project: Partnership w/ Platte Co., and Creekside Development; work with Platte Co. to extend trail, and future connect to Riverfront Trail	Community Development/ Administration/ Parks & Rec.	Year-end, 2023		In process	Final engineering, design plans, bid and award for trail have been completed by TranSystems, reviewed & approved by both Platte County and MoDOT. Construction commenced. Requires City of Parkville to maintain. (Proposition T, 11/2023, help maintain)
Review alternatives to **widen the Main Street Bridge**.	Public Works Parks & Rec.	2023		Initiated	GBA has completed preliminary study of traffic issues, including alternatives for widening bridge. Needs review by Public Works.

					Addition of pedestrian bridge Included in 2024 CIP

STRATEGY B: Extend life of infrastructure & equipment

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Identify vendor and award **Pavement Management** contract	Public Works	2022	2023	Phase 1 Project Complete Phase 2, Long-term planning	Phase 1: Report presented to BoA, March 2023. Prepare application to 2023 Maintenance Program, and plan for future years using data from study. Waiting on final corrections/adjustments
Create a **Vehicle Replacement Program (VRB)** for all departments	Admin Team	Annual	Annual	Initiated/In-process/Ongoing Included in CIP	Utilize Cooperative Contract for E-Fleet contract. Approved by BoA in 3/2023 Full delivery 5/2023. Maint. Commenced
Complete a **5-year Storm-water Master Plan** including an Asset Inventory, and funding strategy and recommendations for leveraging dollars.	Public Works	Year-end/ Long Term		Pending Prop T voter approval	Need to include in future budget year(s) to complete.
Initiate **Sewer System, Analysis** for future of Sewer.	Public Works	Year-end		Analysis Report to BoA: 4/18/2023	City held budget work sessions and subsequent discussions with Board concerning sewer options.

(Contingent upon analysis/BoA direction: Plan for **long term upgrades of the Sewer Plant**.					Baker Tilly prepared sewer system analysis/options. Report to BoA on 4/18/2023. (Future need: possible sewer rate study and capital improvement plan…contingent upon BoA direction of analysis). Retain public ownership via merge/ partnership with Platte County Regional Sewer District (PCRSD). PCRSD commence maintenance on 1/1/2024. If successful, requires ballot measure to citizens: Possible date 4/2025.
Work with utility providers to **prioritize community's infrastructure**: including quality (underground) water, electricity reliability, and high speed fiber.	Public Works/ Community Development	Year-end		Completed	Amended Development Code for Underground Utilities in conformance with Missouri Utilities Commission (3/2023). Communications with AT&T, Google, Spire, EVERGY, and Missouri American Water have occurred. Ordinance 3178, Code amended for Underground Utilities (may be limited by FCC): passed 3/7/2023

STRATEGY C: Strategically expand (place) facilities

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE

Apply for Platte County Outreach Grant for **Gateway Park Project** and pursue construction.	Parks & Rec, Admin Team			Grant: Completed Design/Bid Project in process	1/2023: Prepared Grant Request $40,000 3/2023: Awarded $34,000 Successful meetings with area HoA (Pinecrest) Design and Bid of project in process. Bid opening 10/3/2023
Request new, or transition existing, Platte County Partnership grant for reconstruction of the **FARMERS MARKET** **$1 million**				Commencing request: 4/2023 On hold pending Platte Co. Park (Partnership) Grant	Insurance Claim received 4/13/2023, approx. $455K. ($90K+ used to clear site) Project est. $1,600,000 Request use of Platte County Partnership grant dollars (previously acquired for ball fields) be reallocated for use at Farmers Market DENIED. Part Dept. meet with arch. For Farmers Market building options, community feedback (July 2023)Re-applying to Platte County for new partnership grant due 10/2023
Prepare **reserve study for much needed maintenance at City Hall** & improvements utilizing Temporary General Fund Levy funds	Administration			Ongoing	Staff completing reserve study focus Space Management Update Reserve Study Interior Maintenance Repairs Exterior/Hardscaping (west stairs) Maintenance
Develop a plan and cost estimate for the	Police Dept. /Admin.			Contingent upon approval of Public Safety Sales Tax (passed	Work with space management designer for Public Safety space

development of Police Satellite West Location;				4/2023) proceed with space needs for PPD West Satellite location	utilization; negotiating estimate for needed space; providing estimate for space needs improvements and time for use. Public safety sales tax passed, commence collecting 10/1/23; utilize on-call arch. Services contract
Develop a **plan for public restrooms in downtown Parkville.**	POTMCID Parks & Rec.			10/2023: POTMCID applying for additional grant. City providing letter of support.	BoA approved resolution of support for Platte Co. Outreach Grant ($40K) to fund match portion of project by POTMCID – that was approved 2022. Projected funded; however, not enough funds to cover bid at $185K. If/when funded, ongoing discussions w/downtown members concerning maintenance of restrooms, should they be built. POTMCID applying for PC Partnership Grant to upsize/redesign bathroom, rebid and construct on city site.l
Complete placement of Tornado Siren plan (in Thousand Oaks) – ensuring coverage throughout city.	Public works/PPD	2023	2023	Completed	Siren has been received (4/2023), and contract being reviewed. To be installed once construction commences. Installed Creekside and Thousand Oaks 8/2023
See Goal 4, Strategy B: Enhance utilization of Ballfields, Vikings Field,					

Shelters, Stage, Usage and Partnerships					

GOAL AREA 3: QUALITY DEVELOPMENT

STRATEGY A: Assure quality development through effective and efficient development processes

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Issue an RFQ to hire qualified firm to lead the **Design Standards Updates** – Commercial and Residential Development	Community Development	Year-end		Ongoing with Comm. Dev. Director to update with PZC	Initiated bid outline 3/2023 Completed RFP process Selected Confluence Project Kick-off 10/2023
Research **development code** to include necessary provisions for placing new tornado sirens (How do other communities address?)	Community Development	Year-end		Community Development to incorporate needed provisions into Plat approval process	Creekside Siren approved in 2022; Thousand Oaks approved for Plat 25, 3/2023. Installation complete.
Educate Board on 2021 IECC Provisions	Community Development			Completed	BoA work sessions summer 2023

STRATEGY B: Identify and pursue development opportunities that fill quality of life gaps in the community

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Identify sites / areas of the community suitable **for redevelopment**	Admin/Community Development			Ongoing	Identify Key sites in community; assist EDC in working with developers to identify opportunities –

					EX – Former bus barn property; master plan objectives (areas for annexation/potential development) Weekly meetings to accomplish team approach for successful development/city evolution in the community
Partner with Parkville PACE for funding opportunities to execute **Housing & Density Study**		2023		In process Included in 2025 CIP	Grant application w/Utility Companies (Evergy, Spire, more) for funding of study. Grant application(s) required. Submitted in 2022. Attempt again in 2025.

STRATEGY C: Promote development that is economically sustainable

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Update and educate the community on **Parkville's economic development incentive policy** to address new development and redevelopment	EDC / Community Devel.		Spring 2024	In-process	EDC Executive Director preparing Incentive Policy to review with Parkville Administration. (Review by Financial Advisor)
Review existing and consider new fees for the impact of development on infrastructure outside of development itself, such as impact fees for major arterials and collectors.	Community Devel./Public Works/Park			Complete and Ongoing (Annual Review)	Fee Schedules updated and complete for: PW: ROW, & Parks: Updated Pending Research: CD Area Comparison for Fee Restructure introduction to P&Z

See Goal 5, Strategy C regarding Digital service for outlying area.					

GOAL AREA 4: PARKS AND RECREATION

STRATEGY A: Ensure Parks Master Plan meets current and future needs of the community in all wards

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Identify the community's priorities, as part of the **UPDATE/REVISED 2016 Parks Master Plan**, and establish an implementation plan for the continued investment in parks.	Parks & Recreation			In process	Update 2016 Park Master Plan: Background: 2016: City retained Vireo to facilitate public engagement. 2023: Prepare RFQ and bid for services to refresh Plan, incl: Citizen Survey. Timeline w/CLARB: 6/14/2023 Timeline w/BoA: 6/20/2023 Finance 11/27/23 BoA 12/5/23 Notice to Proceed 12/6/23 Anticipated Start Date 1/2024
Prepare for new Gateway Park conceptual plan (near entry to Pinecrest) as trailhead and rest area. (See Goal 2, Strategy D)	Parks & Recreation			In process	Platte Co. Outreach Grant Application: Complete Award of Grant: ($34K) Prepare RFP for design, work and completion (Fall: 2023) (See Goal 2, Strategy D)

Pursue LWCF (Land Water & Conservation Fund) **Grant conversion of Field 1** to another location for sports fields to accommodate Veterans Memorial.	Parks & Recreation			Project cancelled due to relocation of Veterans Memorial to Spirit Fountain.	Prepared and submitted park conversion documentation to relocate/replace Ballfield #1 with other active recreation field space. (As required by the grant to National Park Service). Review Alternate #2: Veterans Memorial Committee (Fund 66) Consideration for Relocation to Depot/Spirit Fountain: Unanimous approval 5/2023
Integrate Parks Maintenance & Landscaping Plan into updated Parks Administrative Plan.	Park			Pending	Being prepared for submittal to CLARB

STRATEGY B: Develop a strategy to fully utilize the parks for recreation programs

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Identify partners and opportunities to expand PNR programming led by the City – including new to Parkville	Parks/Nature Sanctuary			On-going	Park partnering with multiple outside organizations to enhance park programming for 2023 and beyond, on annual basis, with updated Program listing provided at CLARB by Park Director.
Enhance utilization of Ballfields, Vikings Field, shelters, stage, usage and partnerships	Parks/Nature Sanctuary			On-going	Implementing programming for enhanced utilization via city programs and outside organization programs.

					Communicating and educating availability, maintenance, partnerships, etc. Added two new programs for soccer field Add website link to City calendar

STRATEGY C: Prioritize Parks projects for maintenance and expansion

ACTION ITEM	ASSIGNMENT		DUE DATE	STATUS	UPDATE
Partner with U.S. Army Corps of Engineers for the **construction of the Wetland Project**, including ongoing maintenance	Parks & Recreation	Mid-year		Ongoing	Deficiency related to erosion matting is being resolved, with USACE funding made available to correct. USACE redesigning needs for area to better match original proposal. Plans (possible renovation construction) expected late Summer 2023 USACE Phase 1 under construction Phase 2 vegetation spring 2024
See Goal 4, Strategy A, Assist **Veterans Memorial Committee**	Parks & Recreation			Ongoing	Ongoing (FUND 66) Relocation to Spirit Fountain area; ongoing fundraising
Review **long term use of Train Depot** and any necessary improvements to maintain the property as viable for occupancy.	Parks & Rec.			In process (Current contract ends 2024 with no additional extensions available)	Prepare/review historical depot work on structure. (Park completed 3/2023). Perform Building Assessment. Remind/Notify tenant of end of contract.

					Prepare RFP for future use of facility 10/17/23 Work Session w/CLARB & B0A – depot options

GOAL AREA 5: COMMUNICATIONS

STRATEGY A: Use two-way communication more effectively and proactively with our community (engagement)

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Proactively communicate and educate around major city processes – **Citizen's Academy.** Develop education guidelines including flowcharts, project updates, financial processes, and more. PACE to partner and assist with final program coordination.	Admin/All Departments			Ongoing: 6-8 week program Save the date fall 2023 Commencement spring 2024	Working w/Park University and Parkville PACE to develop/coordinate process for Citizens Academy: Outline accomplished Fall Semester 2022; Detail programming Spring 2023. Final deliverable from Park U in July 2023 (still in process). Goal: City Ambassador help recruit for participation on boards and commissions, future employees, staff recruitment
*Develop **Social Media Strategy**, Objectives, and Standards Proactively promote City accomplishments and positive stories	Admin/Communications, All Departments			Ongoing	Current = 3 posts per day (6 total, shared content) across FB and X (formerly known as Twitter), less on Instagram Increasing presence with other departments: Park/Nature Sanctuary, PD

Develop and Implement a Citizen's feedback of **City services survey**	Admin/Parks			In process: 1st Qtr 2024	Working w/ETC to partner synergize w/Parks Master Plan Survey for community feedback
Develop & expand **Community & Neighborhood engagement meetings** to accomplish community feedback wants/needs	All Departments		July/Aug. 2023	Complete for 2023: 4 scheduled community engagements	Part of transparency initiative – work with partners to hold regular events and meetings (lead by City) EX – May, June, August, Sept. – community feedback/budget, etc. EX – city booth at major events with specific info/news to share Booth schedule for Parkville Chamber event Meet & Mingles July Ward 4, August Ward 1, 2 and 3 Participated in two Town Halls by Parkville Living Center Multiple presentations with public service organizations (EDC's, Chambers, Rotary, etc)
See Goal 6, Strategy D **Communicate, public and promote (crime) data** demonstrating departmental excellence in safety.				Ongoing/Complete	Provide monthly crime data reporting to BoA

STRATEGY B: Fully utilize available technology for effective communications

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Research, bid/quote, procure and install**:** **Parks and Recreation Reservation software** (possibly include **volunteer management** software**)** **Community Dev.: Plans, Permits, Asset Mgmt, Public Works: 3-1-1 (type) system**	Park/Community Development/ Administration/ Public Works	2023 Budget Cycle	Fall 2023	Complete: CivicPlus Software procured. In Process: Installation, Set-up, Training	Reviewing – software programs, in conjunction with Community Development, City Clerk, and 3-1-1 system for Application Programming Interface (API) Purchased CivicPlus – Recreation Mgmt, SeeClickFix, Permitting, Planning
Research/acquire **Records Management Software** for city business, requests, public records – including sunshine requests	Admin./ City Clerk-Communications (All Depts)			In process	Searchable PDFs, how to find ordinances, resolutions – coordinate function with needs of Community Development, Parks & Recreation Purchase software 10/2023
Refresh existing Website with expanded content and user friendly, streamlined improvements	Admin./ City Clerk-Communications (All Depts)			Complete: 2022/EOY And Ongoing	Update city website to newer version for each access to public records / city business. Website updated 1/2023 Continue updating information to website

STRATEGY C: Maximize availability of and access to information

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Publish and publicize all official **City maps and create new City road map**	Comm. Devel./PW/ City Clerk-Communications			Yet to initiate	Develop in-house with InDesign or Outsource to skilled resource Obtain pricing for ESRI: Arc-GIS software for layer road map.

					Approved by BoA: 10/3/2023 Ensure latest information on Beacon County system: Publish map to City website. Updating ELP/PLP trail map Updating PNS trail map
Connect with all members of our community – focused on those without access to technology via service and events	All Departments			Ongoing	Work with MARC for digital equity study of Parkville: Needs assessment area. For those without access: PD/Chief – PD breakdown technology barrier with annual (December) senior luncheon: (Also see Community Meet events: Goal 5, Strategy A)
Provide updates to strategic plans with associated goals on regular schedule	All Departments			Ongoing	Provide an update of this report semi-annually. July/August: Report provided to BoA Sr. Leadership Review/Plan: 9/27/2023 Review/Update w/BoA: 10/2023
Economic development updates	Comm. Development PACE			Ongoing	Regular updates contained within Staff Reports of BoA agenda. PACE: Semi-Annual to Annual Updates (Qrtly as appropriate)

GOAL AREA 6: PUBLIC SAFETY

STRATEGY A: Provide needed resources for policing a growing community

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Research feasibility of a **Public Safety Sales Tax**: Prepare reporting mechanism for accountability of Public Safety Sales Tax	Admin/City Clerk-Communications/ Police Department			Complete 2024 Budget to contain independent reporting for Public Safety Sales Tax	Prior 2022 Goal Goal Area 1: Strategy A April 2023 Passage Commence collecting 10/2023
Satellite location (west) Parkville	Admin/Police Dept.			Initiated/Ongoing	Researching/Pursuing appropriate location for satellite location See Goal #2, Strategy C
Fleet MGMT and growth through Vehicle leasing program	All Departments			Complete Ongoing	BoA approved E-Leasing Fleet agreement to upgrade City Fleet for dependability and city professional imaging. Fleet Maintenance in process, as needed
Expand **Recruitment and retention efforts** / strategies – educate on benefits of a community who practices community policing	Admin/City Clerk-Communications/ Police Department				More money, expanded reach/search – TIED TO Marketing and branding of the City - who are our partners in this endeavor – police academies, word-of-mouth, 35-45 year old, experienced PD, looking to move family here

					(quality of life), away from, and different from, urban core policing. Including creation of marketing video through the eyes of a Parkville Police Officer & community: Attract quality individuals/families See Goal 6, Strategy B (below) PD Recruitment video (ToTo Media) 80% complete for distribution Final video 10/2023

STRATEGY B: Achieve competitive benefits/salaries for a professional police force

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Create **program to assist new hires** offset cost of academy	Police Department/ Administration			Initiated	Police Department creating/ preparing program outline for 2024 Budget (Salary/Staffing considerations) Academy recruit incentives: Positive response with multiple candidates being recruited.
Explore **incentives for recruitment** of new PO	Police Department/ Administration			Initiated	Work with TOTO TV Media and Raindrop Creative to prepare marketing video for PD (Community) recruitment PD Recruitment video 80% complete for distribution Final video 10/2023

Update benefits to ensure competitive with surrounding communities in alignment with City personnel policies and benefits				In process	Working with Bukaty HR/Benefits Coordinator to assist in review of Personnel Policies – updating to compete with area/contiguous municipalities

STRATEGY C: Create community partnerships (mutual aid, regional, neighborhoods/HoA)

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Establish **Community Watch programs** in interested neighborhoods	Police Department			Completed (Riss Lake) Ongoing; as needed	Strategic education about existing programs: Look, Lock, Light program
Communicate and Educate about existing **mutual aid agreements.** City connections w/other agencies	Police Dept./ All Departments			Part of Citizen Academy	Opportunity for education and communication with broader community – police academy concepts (Goal 5, Strategy A)
Retain/Enhance partnership with Park U (Security), Park Hill School District, Regional Emergency Management	Police Department			Ongoing	Participate in regular and special training. Successful in attending and meeting regularly with all partners

STRATEGY D: Retain public confidence through effectiveness, efficiency and engagement

ACTION ITEM	ASSIGNMENT	START DATE	DUE DATE	STATUS	UPDATE
Recruit **Community volunteers** to help with	Police Dept./ Admin.			Complete and Ongoing	Utilize "taking it to the streets" program (Scott LaMaster). Coordinating program outline

festivals, parades, crowd control					through Citizens Academy graduates who become Ambassadors to help volunteer
Communicate, public and promote (crime) data demonstrating departmental excellence in safety.	Admin/City Clerk-Communications/ Police Department			Complete: Ongoing (monthly report to BoA)	Provide monthly crime statistics comparing to prior 2 years: Reported in BoA agenda

FUTURE IDEAS / PLANS

Updated mapping for ARCGIS Viewer – with Platte County Beacon				Moved to Active Strategic Goals	Researching needs/services. Current utilization of Platte County Beacon data adequate. See Goal xx, Strategy xx
Parkville APP for direct and specific interactions with the community and partners, Similar to 3-1-1 system				Not initiated Moved to Active Strategic Goals	Researching in 2023 for 2024 Budget. Current focus area is full utilization of current ERP system
Complete process to expand **City's Adopt-a-Spot beautification program.**	Citizen Engagement/ Volunteer Program	Year-end		This item has not been initiated.	Example: Consider separate action item for executing sponsorship for the Brink Meyer Rd. Roundabout
Issue debt for State Revolving Fund to pay for **SEWER IMPROVEMENT PROJECTS**					Contingent upon future of Sewer System Analysis (?Retain, Merge, Sell?)
Update/Complete City **Infrastructure Asset Inventory**					Part of ArcGIS project Permanent assets Goal 1, Strategy D
Facility Needs Assessment:					Ex.: Current Transportation (PW) Facility past end of life. Move to other facility needs, Goal 1, Strategy A
Additional Polling Location				Ongoing	Parkville has only 1 voting location. Working with Platte County Board of Election for a 2nd location. Goal 1, Strategy E

SUSPENDED/ON-HOLD/CONTINUATION OF OUT YEAR PROJECTS

Consider next step actions for current Platte County Partnership grant ($1 Mil) for Sports Field area.	Parks & Rec.	Mid-year		Ongoing and evolving.	Discussion at both the Board level and with the public. Desire and need for fields—but not at PLP; Possible/find other location(s): Partner w/Park University (former quarry site?), River Bottoms area (outside PLP/ELP)
Continuation of 9 Hwy Corridor Project					Goal 2, Strategy A Prop T voter approval?
Bell Road: Improvements (stormwater?), walkability					Goal 2, Strategy A Prop T voter approval?
Permeable Paving Systems					Will require study for appropriate application, placement, utilization, pricing, of system

ITEM 1.B.
For 10/17/2023
Board of Aldermen - Work Session

CITY OF PARKVILLE
Policy Report

Date: October 13, 2023

Prepared By:
Bryan Kidney, Deputy City Administrator/Finance Director

Reviewed By:
Alexa Barton, City Administrator

ISSUE:
2024 Budget Request Overview (Administration)

BACKGROUND:
The 2024 Operating Budget must be adopted by the end of December 2023. The governing body started the process in April 2023 by reviewing/updating the City Strategic Plan and in August 2023, when receiving the updated and revised the 2024 strategic plan and project/goals. The governing body then reviewed and adopted the 2024-2028 Capital Improvement Program (CIP).

This work session serves as the next step of the budget overview/process and includes:

1. Acclimate to the new report by providing an overview of new Budget document(s) utilizing the city Financial Accounting System software;
2. 2024 Department Budget Request(s). Note: This document is not the "Proposed" Budget that will come to the Board of Aldermen at a future Work Session; meaning, it provides insight into the request/needs of each department, but this is not yet a balanced budget, which will be provided at a future work session.
3. Overview of Funds Set-up to address individual funds and transfers.

In preparing for fiscal year 2024, the City Administrator directed staff to use the priorities of the strategic goals and CIP as they prepared the initial budget requests. The work session is an opportunity for the governing body to review those initial department requests and inquire/give input, if necessary, to the City Administrator. The City Administrator will continue to refine estimates and use the input from the Work Session to prepare a balanced 2024 operational budget for consideration at the November 21 work session.

As the city continues to experience rapid growth, so does the evolution of how the budget is prepared. You will recall, the 2023 budget had the significant change of moving street and parks departmental operations out to their special sales tax funds. This allowed the City to show the total cost of those functions in one place. Since the City General Fund partially funds those operations, this necessitated making transfers from the General Fund to the special sales tax funds.

The practice of moving department operations to special sales tax funds is planned to continue with the addition of a new Special Sales tax for Police/Public Safety purposes. For the 2024 budget, the police operations will be located within its own special sales tax fund and there will be a transfer to that fund from the General Fund. Here is a list of all transfers impacting the General Fund:

Transfer	Amount
General Fund to Police Sales Tax	$1,500,000
General Fund to Parks Sales Tax	$361,000
General Fund to Transportation	$243,000
General Fund to NID Debt Service	$293,000
General Fund to Nature Sanctuary	$65,000
Sewer Service Fund to General Fund	$360,500

BUDGET IMPACT:
There is no specific impact to the budget itself from the work session. This work session will be used to present the department requests for 2024 and allow the governing body to give input for the next work session.

ALTERNATIVES:

1. Recommend staff move forward as presented.
2. Recommend staff move forward, with changes.
3. Postpone the discussion.

STAFF RECOMMENDATION:
Staff recommends the Board review the budget requests and provide comments.

ATTACHMENTS:
1. Department Request Worksheet

City of Parkville 2024 Operating Budget
Departmental Request
October 17, 2023

Table of Contents

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

10 -General Fund
FINANCIAL SUMMARY

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
REVENUE SUMMARY							
TAXES	1,402,592	1,475,442	1,560,000	1,658,897	1,624,400	1,707,000	
LICENSES	70,583	66,279	76,800	62,432	73,900	80,400	
PERMITS	518,981	480,504	505,300	243,733	304,800	518,000	
FRANCHISE FEES	812,268	894,393	898,000	570,106	885,000	890,000	
SALES TAXES	1,259,956	1,437,419	1,452,000	1,280,621	1,653,000	1,687,000	
OTHER REVENUE	1,230	1,267	0	0	0	0	
COURT REVENUE	66,310	47,578	41,000	18,490	24,400	28,000	
INTEREST INCOME	5,531	71,799	13,000	35,195	100,300	84,000	
MISCELLANEOUS REVENUE	306,884	915,076	603,000	550,796	574,000	513,000	
TRANSFERS IN	566,200	667,436	860,500	770,375	860,500	360,500	
TOTAL REVENUES	5,010,536	6,057,193	6,009,600	5,190,644	6,100,300	5,867,900	
EXPENDITURE SUMMARY							
ADMINISTRATION	1,817,537	1,865,589	1,733,968	1,200,592	1,733,968	1,885,000	
POLICE	1,453,788	1,555,264	2,002,650	1,138,323	2,002,650	0	
MUNICIPAL COURT	127,785	132,456	163,379	98,001	163,379	183,000	
PUBLIC WORKS	284,998	334,603	289,440	209,872	289,440	350,000	
COMMUNITY DEVELOPMENT	344,954	383,943	493,959	353,798	493,959	693,000	
PUBLIC INFORMATION	34,293	34,204	35,660	14,747	35,660	39,000	
TRANSFERS OUT	0	0	935,575	773,325	935,575	2,462,000	
INFORMATION TECHNOLOGY	75,281	73,311	98,304	85,630	98,304	117,000	
CAPITAL OUTLAY	160,868	141,323	261,094	123,115	261,094	150,000	
TOTAL EXPENDITURES	4,299,502	4,520,692	6,014,029	3,997,402	6,014,029	5,879,000	
EXCESS REVENUES OVER (UNDER) EXPENDITURES	711,033	1,536,501	(4,429)	1,193,242	86,271	(11,100)	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

10 -General Fund
FINANCIAL SUMMARY
REVENUES

				(---- 2023	----)	(	2024 ----)
ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED TO YEAR END	DEPARTMENT REQUESTED	PROPOSED BUDGET
TAXES							
41001-00 Real & Personal Property Tax	1,194,935	1,264,069	1,346,000	1,409,728	1,409,000	1,467,000	
41002-00 Penalties	4,298	4,632	6,000	7,359	7,400	7,000	
41003-00 Corp Merchants & Manufacturing	172,306	174,394	175,000	208,515	175,000	200,000	
41004-00 Financial Institution Tax	3	126	0	25	0	0	
41005-00 Vehicle Tax	31,050	32,220	33,000	33,270	33,000	33,000	
TOTAL TAXES	1,402,592	1,475,442	1,560,000	1,658,897	1,624,400	1,707,000	
LICENSES							
41101-00 Dog License (Tags)	2,285	1,840	2,000	870	1,000	1,000	
41102-00 Occupational License	49,519	39,508	50,000	30,328	43,000	50,000	
41102-02 Late Fees on Occ Licenses	0	0	0	213	0	0	
41103-00 Peddler's Licenses	1,450	200	500	850	500	1,000	
41104-00 Liquor Licenses	14,510	21,311	21,000	26,629	26,000	25,000	
41105-00 Golf Cart Registration Fees	2,820	3,420	3,300	3,630	3,400	3,400	
41111-00 Credit Card Processing Fees	0	0	0	(87)	0	0	
TOTAL LICENSES	70,583	66,279	76,800	62,432	73,900	80,400	
PERMITS							
41201-00 Building Permits	455,921	410,815	420,000	162,126	200,000	420,000	
41201-01 Occupancy Permit	2,175	2,425	3,000	1,150	2,000	3,000	
41202-00 Sign Permits	1,900	2,025	2,000	2,210	2,200	2,000	
41205-00 Development Permits	2,925	3,755	3,000	1,625	2,000	3,000	
41205-01 Public Improvement Fees	34,909	15,599	20,000	11,223	15,000	20,000	
41205-03 Public Improv Fees-PW	12,942	29,024	50,000	34,363	50,000	50,000	
41206-00 Rezoning Permits	300	900	1,000	1,000	1,000	1,000	
41207-00 Subdivision Permit Fees	5,175	1,470	2,000	1,615	1,600	2,000	
41208-00 BZA-Application Fees	300	0	0	0	0	0	
41209-00 Conditional Use Permits	300	1,900	1,300	700	1,000	1,000	
41210-00 Grading/PW Use Permits	295	580	1,000	0	0	1,000	
41210-01 Right of Way Permit Fees	1,840	12,011	2,000	27,720	30,000	15,000	
TOTAL PERMITS	518,981	480,504	505,300	243,733	304,800	518,000	
FRANCHISE FEES							
41301-00 Telecom Franchise	93,379	73,684	85,000	52,343	70,000	75,000	
41302-00 Spire	112,546	179,400	200,000	202,702	210,000	215,000	
41303-00 Missouri American Water	117,125	132,946	127,000	90,312	135,000	140,000	
41304-00 Evergy	422,219	441,652	444,000	177,173	400,000	400,000	
41306-00 Cable/Video Service Franchise	66,999	66,712	42,000	47,578	70,000	60,000	
TOTAL FRANCHISE FEES	812,268	894,393	898,000	570,106	885,000	890,000	
SALES TAXES							
41401-00 Sales Tax-General Revenue	1,172,035	1,351,046	1,359,000	1,198,286	1,560,000	1,593,000	
41402-00 Motor Vehicle Sales Tax	60,570	58,589	67,000	56,816	67,000	68,000	
41403-00 Motor Vehicle Fee	27,351	27,784	26,000	25,520	26,000	26,000	
TOTAL SALES TAXES	1,259,956	1,437,419	1,452,000	1,280,621	1,653,000	1,687,000	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

10 -General Fund
FINANCIAL SUMMARY
REVENUES

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
OTHER REVENUE							
41501-00 Farmers Market	1,230	1,267	0	0	0	0	
TOTAL OTHER REVENUE	1,230	1,267	0	0	0	0	
COURT REVENUE							
41601-00 Fines	63,181	44,307	38,000	15,433	20,000	25,000	
41602-00 CVC Reports	124	131	0	42	100	0	
41603-00 Police Reports	3,005	3,140	3,000	3,015	4,300	3,000	
TOTAL COURT REVENUE	66,310	47,578	41,000	18,490	24,400	28,000	
INTEREST INCOME							
41701-00 Interest Income	4,623	8,323	8,000	20,719	25,000	25,000	
41702-00 Marketplace CID Admin Fee	908	1,036	1,000	770	1,000	1,000	
41703-00 Marketplace TIF Admin Fee	0	2,441	1,000	1,394	2,400	1,000	
41704-00 Creekside CID Admin Fee	0	1,175	1,000	1,286	1,200	1,000	
41705-00 Creekside TDD Admin Fee	0	1,175	1,000	1,286	1,200	1,000	
41706-00 Creekside TIF Admin Fee	0	57,650	1,000	1,964	58,000	55,000	
41707-00 Creekside Surplus Pilots	0	0	0	7,774	11,500	0	
TOTAL INTEREST INCOME	5,531	71,799	13,000	35,195	100,300	84,000	
MISCELLANEOUS REVENUE							
41801-00 Miscellaneous Revenue	75,498	24,207	100,000	3,994	25,000	50,000	
41801-02 Meeting Videos	0	0	0	1,709	0	0	
41802-00 Leased/Owned Properties	70,551	60,881	68,000	56,415	61,000	61,000	
41803-99 FEMA Flood Reparations	63,294	0	0	59,328	59,000	0	
41804-05 Stormwater Grant	50,061	0	0	0	0	0	
41804-09 Other Grants	10,820	32,750	33,000	0	0	0	
41805-00 Sale of Vehicles/Equipment	36,660	2,180	2,000	3,040	3,000	2,000	
41807-01 Insurance Claim Reimb.	0	268,704	0	26,311	26,000	0	
41809-01 Land Sales	0	526,355	400,000	400,000	400,000	400,000	
TOTAL MISCELLANEOUS REVENUE	306,884	915,076	603,000	550,796	574,000	513,000	
TRANSFERS IN							
41901-00 Transfer f Transportation Fund	175,000	225,000	0	0	0	0	
41903-00 Sewer Administration Fee	350,000	350,000	360,500	270,375	360,500	360,500	
41911-00 Tfr from Park Sales Tax Fund	41,200	92,436	0	0	0	0	
41914-00 TRSF TO GF FROM ARPA	0	0	500,000	500,000	500,000	0	
TOTAL TRANSFERS IN	566,200	667,436	860,500	770,375	860,500	360,500	
TOTAL REVENUES	5,010,536	6,057,193	6,009,600	5,190,644	6,100,300	5,867,900	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

10 -General Fund
ADMINISTRATION
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
PERSONNEL								
501.01-01-00	Salaries	421,287	489,281	553,000	416,924	553,000	730,000	
501.01-03-00	Overtime	69	936	0	1,146	0	10,000	
501.01-11-00	Mayor and Aldermen	57,602	59,817	58,752	42,301	58,752	58,000	
501.01-21-00	FICA & Medicare	34,068	40,146	47,000	34,447	47,000	56,000	
501.01-22-00	Retirement	49,732	47,927	79,000	59,692	79,000	136,000	
501.01-33-00	Auto Allowance	1,800	3,050	1,836	3,000	1,836	0	
501.01-40-00	Membership Fees & Dues -	1,235	6,151	5,000	5,278	5,000	6,000	
501.01-41-00	Membership Fees & Dues -	2,722	3,969	5,000	3,278	5,000	7,000	
501.01-41-02	Professional Dev - Staff	6,561	10,783	20,000	7,614	20,000	30,000	
501.01-41-03	Professional Dev - Board	352	22,194	30,000	18,777	30,000	20,000	
501.01-43-00	Tuition Reimbursement	0	0	10,000	1,500	10,000	14,000	
	TOTAL PERSONNEL	575,426	684,253	809,588	593,957	809,588	1,067,000	
INSURANCE								
501.02-01-00	Liability Insurance	117,917	122,296	140,000	128,434	140,000	175,000	
501.02-01-01	Insurance Deductible	8,818	11,104	20,000	500	20,000	25,000	
501.02-02-00	Health, Life & Dental	49,317	41,359	67,000	40,628	67,000	62,000	
501.02-03-00	Workers Compensation	3,415	1,045	1,020	3,309	1,020	5,000	
501.02-04-00	Unemployment	2,406	0	0	0	0	0	
501.02-05-00	Property Insurance	19,879	21,446	25,000	33,480	25,000	0	
501.02-33-00	Auto Allowance	0	0	0	0	0	20,000	
	TOTAL INSURANCE	201,752	197,251	253,020	206,350	253,020	287,000	
UTILITIES								
501.03-01-00	Telephone & Voicemail	5,493	5,712	6,000	5,662	6,000	6,000	
501.03-02-00	Electricity	64,303	54,416	50,000	41,535	50,000	50,000	
501.03-04-00	Water	5,863	5,958	5,000	4,767	5,000	5,000	
501.03-05-00	Mobile Phones & Pagers	314	120	500	60	500	1,000	
501.03-07-00	Train Depot Utilities	0	0	0	0	0	10,000	
501.03-08-00	Cable	2,582	2,517	4,500	755	4,500	3,000	
501.03-09-00	Trash Hauling/Recycling	690	300	500	225	500	1,000	
	TOTAL UTILITIES	79,245	69,024	66,500	53,004	66,500	76,000	
CAPITAL EXPENDITURES								
501.04-22-00	Lease Purchase-Office Eq	495	896	660	495	660	1,000	
501.04-51-00	Facility Improvements	(100)	0	0	0	0	0	
	TOTAL CAPITAL EXPENDITURES	395	896	660	495	660	1,000	
OTHER PURCHASES								
501.05-01-00	Office Supplies & Consum	4,347	4,661	5,000	3,925	5,000	5,000	
501.05-02-00	Postage	1,156	1,031	1,500	774	1,500	2,000	
501.05-03-00	Computer Equip/Access/Pr	0	63	0	0	0	0	
501.05-04-00	Printing	1,199	1,501	200	335	200	1,000	
501.05-05-00	Publications	68	171	250	412	250	1,000	
501.05-20-00	Small Office Equipment	0	(32)	0	0	0	0	
	TOTAL OTHER PURCHASES	6,769	7,395	6,950	5,446	6,950	9,000	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

10 -General Fund
ADMINISTRATION
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
MAINTENANCE								
501.06-01-00	Building Maint & Repair	18,475	16,704	25,000	19,785	25,000	25,000	
501.06-01-01	HVAC Maintenance & Repai	5,117	8,394	10,000	4,022	10,000	10,000	
501.06-02-00	Janitorial Services/Supp	10,739	14,962	15,000	11,234	15,000	15,000	
501.06-02-01	Carpet Cleaning & Rug Se	111	0	0	0	0	0	
501.06-11-00	Train Depot Maint	5,396	314	0	1,299	0	5,000	
501.06-34-00	Office Equipment Mainten	1,656	2,275	1,500	854	1,500	2,000	
	TOTAL MAINTENANCE	41,494	42,649	51,500	37,195	51,500	57,000	
CITY SERVICES								
501.07-01-00	Elections	10,497	5,126	12,000	4,339	12,000	5,000	
501.07-02-00	Advertising/Public Notic	1,969	956	1,000	0	1,000	1,000	
501.07-04-00	Credit Card Processing F	331	19	0	0	0	0	
501.07-99-00	FOPAS - Animal Control	6,000	6,000	6,000	6,000	6,000	6,000	
	TOTAL CITY SERVICES	18,796	12,101	19,000	10,339	19,000	12,000	
PROFESSIONAL FEES								
501.08-01-00	Attorney/Legal Fees	78,371	106,280	165,000	47,125	165,000	125,000	
501.08-01-01	Litigation (New)	303,332	82,079	75,000	27,023	75,000	75,000	
501.08-02-00	Auditor Fees	18,800	27,250	20,000	0	20,000	25,000	
501.08-02-02	Professional Services	114,561	139,804	180,000	179,164	180,000	100,000	
501.08-02-03	Professional Svcs-Creeks	0	75,706	30,000	24,464	30,000	0	
501.08-03-00	Engineering & Planning F	0	3,131	0	0	0	0	
	TOTAL PROFESSIONAL FEES	515,065	434,249	470,000	277,775	470,000	325,000	
OTHER EXPENDITURES								
501.09-01-00	Festivals & Events	196	120	0	4,474	0	20,000	
501.09-04-00	Holiday Decorations	820	598	15,000	489	15,000	15,000	
501.09-11-00	Cemetery Maintenance	5,655	4,997	5,000	4,565	5,000	5,000	
501.09-13-00	Hiring Expenses	523	1,258	2,500	777	2,500	3,000	
501.09-20-02	Meeting Food	2,035	4,302	3,000	2,130	3,000	2,000	
501.09-20-07	Meeting Supplies	270	950	750	593	750	1,000	
501.09-21-00	Misc-Other	7,187	16,639	12,000	2,489	12,000	0	
501.09-21-02	Contingency	0	0	10,000	0	10,000	0	
501.09-21-03	Employee Appreciation	2,488	1,371	6,000	513	6,000	5,000	
501.09-25-00	Flood Management	0	94,672	2,500	0	2,500	0	
	TOTAL OTHER EXPENDITURES	19,174	124,906	56,750	16,031	56,750	51,000	
TRANSFERS-OTHER SOURCES								
501.20-26-00	Tfr to BC NID Bond Debt	112,357	60,881	0	0	0	0	
501.20-27-00	Tfr to BM NID Bond Debt	247,063	231,982	0	0	0	0	
	TOTAL TRANSFERS-OTHER SOURCES	359,420	292,863	0	0	0	0	
TOTAL ADMINISTRATION		1,817,537	1,865,589	1,733,968	1,200,592	1,733,968	1,885,000	

10 -General Fund
POLICE
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
PERSONNEL								
505.01-01-00	Salaries	933,199	993,428	1,250,000	693,991	1,250,000	0	
505.01-03-00	Overtime	27,471	46,690	40,000	49,204	40,000	0	
505.01-21-00	FICA & Medicare	69,816	77,378	96,000	55,551	96,000	0	
505.01-22-00	Retirement	125,651	131,248	207,000	126,357	207,000	0	
505.01-41-00	Membership Fees & Dues	705	450	950	490	950	0	
505.01-41-02	Professional Development	3,851	3,177	4,500	580	4,500	0	
505.01-43-00	Tuition Reimbursement	2,625	3,375	0	1,500	0	0	
	TOTAL PERSONNEL	1,163,318	1,255,746	1,598,450	927,672	1,598,450	0	
INSURANCE								
505.02-02-00	Health, Life & Dental	150,104	141,665	205,000	99,731	205,000	0	
505.02-03-00	Workers Compensation	69,721	85,825	80,000	49,562	80,000	0	
	TOTAL INSURANCE	219,825	227,490	285,000	149,293	285,000	0	
UTILITIES								
505.03-01-00	Telephone & Voicemail	1,881	2,378	2,000	729	2,000	0	
505.03-05-00	Mobile Phone & Pagers	2,189	1,583	4,500	1,696	4,500	0	
	TOTAL UTILITIES	4,070	3,961	6,500	2,425	6,500	0	
CAPITAL EXPENDITURES								
	TOTAL							
OTHER PURCHASES								
505.05-01-00	Office Supplies & Consum	2,328	1,748	2,800	1,761	2,800	0	
505.05-02-00	Postage	100	152	250	91	250	0	
505.05-04-00	Printing	141	416	750	0	750	0	
505.05-20-00	Small Office Equipment	173	0	1,000	50	1,000	0	
505.05-21-00	Equipment and Handtools	9,817	5,478	10,000	3,910	10,000	0	
505.05-22-01	Terminal - Rejis	2,113	2,032	4,000	1,699	4,000	0	
505.05-22-02	Terminal - Platte Co	2,266	2,266	2,700	2,266	2,700	0	
505.05-31-00	Uniforms	3,365	3,459	7,000	1,654	7,000	0	
505.05-99-00	Other Purchases	0	75	500	0	500	0	
	TOTAL OTHER PURCHASES	20,303	15,626	29,000	11,431	29,000	0	
MAINTENANCE								
505.06-21-00	Vehicle Repair & Mainten	13,727	17,598	20,000	12,618	20,000	0	
505.06-21-01	Equipment Repair & Maint	3,086	2,947	5,000	2,040	5,000	0	
505.06-22-00	Vehicle Gas & Oil	24,555	28,598	45,000	28,217	45,000	0	
505.06-32-02	Crimestar Maintenance	1,500	1,750	1,750	0	1,750	0	
505.06-34-00	Office Equipment/Mainten	384	422	900	0	900	0	
	TOTAL MAINTENANCE	43,252	51,316	72,650	42,874	72,650	0	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

10 -General Fund
POLICE
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
CITY SERVICES								
505.07-56-00	Hiring Expenses	1,129	240	3,500	2,031	3,500	0	
505.07-57-00	Crime Commission	500	500	1,000	1,000	1,000	0	
505.07-81-00	Lab Work	869	0	2,000	934	2,000	0	
505.07-90-00	Contractual Service Agre	360	385	2,000	488	2,000	0	
505.07-99-00	Other City Services	0	0	700	0	700	0	
TOTAL CITY SERVICES		2,858	1,125	9,200	4,454	9,200	0	
OTHER EXPENDITURES								
505.09-21-00	Miscellaneous	162	0	350	174	350	0	
505.09-21-04	Harvester Deer Donation	0	0	1,500	0	1,500	0	
TOTAL OTHER EXPENDITURES		162	0	1,850	174	1,850	0	
TOTAL POLICE		1,453,788	1,555,264	2,002,650	1,138,323	2,002,650	0	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

10 -General Fund
MUNICIPAL COURT
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
PERSONNEL								
510.01-01-00	Salaries	48,803	51,131	69,000	37,309	69,000	74,000	
510.01-03-00	Overtime	379	1,118	1,000	1,280	1,000	2,000	
510.01-11-00	Judge	18,000	18,692	18,000	13,154	18,000	18,000	
510.01-21-00	FICA & Medicare	5,386	5,794	5,000	4,042	5,000	6,000	
510.01-22-00	Retirement	6,681	6,581	10,000	6,112	10,000	14,000	
510.01-32-00	Expense Allow - Judge	540	585	540	405	540	1,000	
510.01-41-00	Memberships, Fees & Dues	0	0	300	60	300	600	
510.01-41-02	Professional Development	1,597	3,775	5,000	3,670	5,000	7,000	
510.01-42-00	Membership Fees	40	0	0	0	0	0	
510.01-51-00	Prosecutor/Assistant	15,000	15,000	15,000	8,750	15,000	15,000	
510.01-51-02	Public Defender	7,200	7,200	7,200	5,400	7,200	8,000	
	TOTAL PERSONNEL	103,627	109,876	131,040	80,181	131,040	145,600	
INSURANCE								
510.02-02-00	Health, Life & Dental	11,473	11,668	12,000	9,338	12,000	14,000	
510.02-03-00	Workers Compensation	859	1,058	1,000	607	1,000	1,000	
	TOTAL INSURANCE	12,332	12,726	13,000	9,945	13,000	15,000	
UTILITIES								
510.03-05-00	Mobile Phone & Pagers	120	120	120	120	120	200	
	TOTAL UTILITIES	120	120	120	120	120	200	
CAPITAL EXPENDITURES								
	TOTAL							
OTHER PURCHASES								
510.05-01-00	Office Supplies & Consum	99	395	500	0	500	1,000	
510.05-02-00	Postage	115	93	100	112	100	200	
510.05-04-00	Printing	1,388	0	1,000	0	1,000	1,000	
510.05-05-00	Publications	478	521	500	574	500	1,000	
	TOTAL OTHER PURCHASES	2,080	1,009	2,100	686	2,100	3,200	
MAINTENANCE								
510.06-33-00	Software Support Agreeme	2,907	1,454	2,769	3,053	2,769	3,000	
510.06-34-00	Office Equipment Mainten	425	567	700	904	700	1,000	
	TOTAL MAINTENANCE	3,332	2,020	3,469	3,957	3,469	4,000	
CITY SERVICES								
510.07-80-00	Boarding of Prisoners	0	0	5,000	0	5,000	5,000	
510.07-82-00	Bailiff	5,761	6,362	7,500	3,111	7,500	8,000	
510.07-82-01	Translator	278	249	650	0	650	1,000	
	TOTAL CITY SERVICES	6,039	6,610	13,150	3,111	13,150	14,000	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

10 -General Fund
MUNICIPAL COURT
EXPENDITURES

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	(----- 2023 CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED TO YEAR END -----)	(----- 2024 DEPARTMENT REQUESTED	PROPOSED BUDGET -----)
OTHER EXPENDITURES							
510.09-21-00 Miscellaneous	255	94	500	0	500	1,000	
TOTAL OTHER EXPENDITURES	255	94	500	0	500	1,000	
TOTAL MUNICIPAL COURT	127,785	132,456	163,379	98,001	163,379	183,000	

10 -General Fund
PUBLIC WORKS
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
PERSONNEL								
515.01-01-00	Salaries	194,967	216,045	136,510	127,061	136,510	174,000	
515.01-21-00	FICA & Medicare	13,947	16,141	10,000	9,470	10,000	14,000	
515.01-22-00	Retirement	14,640	15,092	19,000	15,826	19,000	33,000	
515.01-33-00	Auto Allow-Public Wks Di	3,000	3,250	3,000	1,750	3,000	3,000	
515.01-41-00	Membership Fees & Dues	430	772	830	0	830	2,000	
515.01-41-02	Professional Development	2,702	5,438	4,500	416	4,500	9,000	
515.01-42-00	Membership Fees	355	0	0	0	0	0	
	TOTAL PERSONNEL	230,041	256,737	173,840	154,524	173,840	235,000	
INSURANCE								
515.02-02-00	Health, Life & Dental	31,893	36,043	36,000	23,038	36,000	28,000	
515.02-03-00	Workers Compensation	1,711	2,094	2,000	1,188	2,000	3,000	
	TOTAL INSURANCE	33,604	38,137	38,000	24,227	38,000	31,000	
UTILITIES								
515.03-01-00	Telephone & Voicemail	141	46	0	0	0	0	
515.03-05-00	Mobile Phones & Pagers	659	686	850	619	850	1,000	
	TOTAL UTILITIES	799	733	850	619	850	1,000	
CAPITAL EXPENDITURES								
515.04-01-00	Vehicle	0	38	0	(38)	0	0	
	TOTAL CAPITAL EXPENDITURES	0	38	0	(38)	0	0	
OTHER PURCHASES								
515.05-01-00	Office Supplies & Consum	65	540	850	44	850	1,000	
515.05-02-00	Postage	50	87	150	27	150	1,000	
515.05-04-00	Printing	21	246	150	19	150	500	
515.05-31-00	Uniforms	180	238	600	0	600	500	
	TOTAL OTHER PURCHASES	316	1,111	1,750	90	1,750	3,000	
MAINTENANCE								
515.06-36-00	Tornado Siren	4,577	5,238	5,500	3,418	5,500	5,500	
	TOTAL MAINTENANCE	4,577	5,238	5,500	3,418	5,500	5,500	
CITY SERVICES								
515.07-43-00	Spring/Fall Cleanup	0	0	0	1,065	0	0	
	TOTAL CITY SERVICES	0	0	0	1,065	0	0	
PROFESSIONAL FEES								
515.08-01-01	Construction Observation	0	0	0	3,265	0	0	
515.08-03-00	Engineer & Planning Fees	15,550	31,528	40,000	21,816	40,000	45,000	
	TOTAL PROFESSIONAL FEES	15,550	31,528	40,000	25,081	40,000	45,000	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

10 -General Fund
PUBLIC WORKS
EXPENDITURES

		(------ 2023	------	------)	(------ 2024	------)
ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED TO YEAR END	DEPARTMENT REQUESTED	PROPOSED BUDGET
OTHER EXPENDITURES							
515.09-21-00 Miscellaneous	110	1,082	29,500	887	29,500	29,500	
TOTAL OTHER EXPENDITURES	110	1,082	29,500	887	29,500	29,500	
TOTAL PUBLIC WORKS	284,998	334,603	289,440	209,872	289,440	350,000	

10 -General Fund
COMMUNITY DEVELOPMENT
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	(---- 2023 CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED TO YEAR END ----)	(---- 2024 DEPARTMENT REQUESTED	PROPOSED BUDGET ----)
PERSONNEL								
518.01-01-00	Salaries	245,475	260,827	328,434	246,177	328,434	455,000	
518.01-03-00	Overtime	0	137	500	0	500	1,000	
518.01-21-00	FICA & Medicare	17,972	19,750	25,000	18,653	25,000	35,000	
518.01-22-00	Retirement	25,718	27,012	47,000	33,898	47,000	85,000	
518.01-31-00	Auto Allowance - CD Dire	2,400	2,600	2,400	1,800	2,400	2,500	
518.01-41-00	Membership Fees & Dues	1,194	1,945	1,575	1,030	1,575	3,000	
518.01-41-02	Professional Development	475	4,735	8,500	1,309	8,500	12,000	
	TOTAL PERSONNEL	293,234	317,007	413,409	302,867	413,409	593,500	
INSURANCE								
518.02-02-00	Health, Life & Dental	28,876	37,459	48,000	34,251	48,000	70,000	
518.02-03-00	Workers Compensation	2,137	2,547	4,000	1,496	4,000	5,000	
518.02-04-00	Unemployment	808	0	0	0	0	0	
	TOTAL INSURANCE	31,821	40,007	52,000	35,747	52,000	75,000	
UTILITIES								
518.03-01-00	Telephone & Voicemail	355	45	0	0	0	0	
518.03-05-00	Mobile Phones & Pagers	554	317	1,500	226	1,500	1,500	
	TOTAL UTILITIES	909	362	1,500	226	1,500	1,500	
CAPITAL EXPENDITURES								
	TOTAL							
OTHER PURCHASES								
518.05-01-00	Office Supplies & Consum	343	296	500	3,386	500	500	
518.05-02-00	Postage	895	328	500	125	500	500	
518.05-04-00	Printing	45	68	100	124	100	500	
518.05-05-00	Publications	0	0	0	0	0	1,000	
518.05-20-00	Small Office Equipment	0	0	2,000	0	2,000	1,000	
518.05-21-00	Equipment & Handtools	36	50	200	0	200	500	
518.05-31-00	Uniforms	128	605	200	0	200	1,000	
	TOTAL OTHER PURCHASES	1,447	1,347	3,500	3,635	3,500	5,000	
MAINTENANCE								
518.06-21-00	Vehicle Repair & Mainten	660	5,718	500	329	500	500	
518.06-22-00	Vehicle Gas & Oil	1,052	1,533	1,000	1,767	1,000	1,500	
	TOTAL MAINTENANCE	1,712	7,251	1,500	2,095	1,500	2,000	
CITY SERVICES								
518.07-02-01	Public Notices	1,036	1,300	1,000	583	1,000	1,000	
518.07-04-00	Code Enforcement	2,412	619	3,000	(323)	3,000	1,000	
	TOTAL CITY SERVICES	3,448	1,919	4,000	260	4,000	2,000	

10 -General Fund
COMMUNITY DEVELOPMENT
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
PROFESSIONAL FEES								
518.08-03-00	Engineering & Planning F	11,325	14,075	6,000	8,727	6,000	10,000	
518.08-03-02	NPDES II / Arcview	250	1,885	1,700	250	1,700	3,000	
518.08-03-03	PROFESSIONAL SERVICES	0	0	10,000	0	10,000	0	
	TOTAL PROFESSIONAL FEES	11,575	15,960	17,700	8,977	17,700	13,000	
OTHER EXPENDITURES								
518.09-20-00	Planning Com. Meeting Su	90	39	200	0	200	500	
518.09-21-00	Miscellaneous	719	51	150	(9)	150	500	
	TOTAL OTHER EXPENDITURES	808	90	350	(9)	350	1,000	
TOTAL COMMUNITY DEVELOPMENT		344,954	383,943	493,959	353,798	493,959	693,000	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

10 -General Fund
PUBLIC INFORMATION
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
PERSONNEL								
540.01-52-00	Technical Consultant/Int	10,500	10,200	10,200	4,250	10,200	11,000	
540.01-53-00	Production Assistant/Int	1,325	3,319	3,000	1,338	3,000	3,500	
	TOTAL PERSONNEL	11,825	13,519	13,200	5,588	13,200	14,500	
CAPITAL EXPENDITURES								
540.04-11-00	Computers & Programming	0	0	0	0	0	300	
540.04-21-00	Office Equipment	0	0	100	0	100	500	
	TOTAL CAPITAL EXPENDITURES	0	0	100	0	100	800	
OTHER PURCHASES								
540.05-03-00	Computer Equip/Access/Pr	329	403	300	0	300	300	
540.05-05-00	Publications	4,263	0	7,000	0	7,000	7,000	
	TOTAL OTHER PURCHASES	4,591	403	7,300	0	7,300	7,300	
MAINTENANCE								
540.06-31-00	Computer Maintenance	60	60	60	0	60	100	
	TOTAL MAINTENANCE	60	60	60	0	60	100	
OTHER EXPENDITURES								
540.09-05-00	Newsletter/Website	17,817	20,223	15,000	9,159	15,000	16,000	
540.09-21-00	Miscellaneous	0	0	0	0	0	300	
	TOTAL OTHER EXPENDITURES	17,817	20,223	15,000	9,159	15,000	16,300	
TOTAL PUBLIC INFORMATION		34,293	34,204	35,660	14,747	35,660	39,000	

10 -General Fund
TRANSFERS OUT
EXPENDITURES

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
TRANSFERS-OTHER SOURCES							
550.20-01-00 TRANSFER TO TRANSPORTATI	0	0	236,000	177,000	236,000	243,000	
550.20-02-00 TRANSFER TO POLICE FUND	0	0	0	0	0	1,500,000	
550.20-04-00 TRANSFER TO NIDS	0	0	286,575	286,575	286,575	293,000	
550.20-60-00 TRANSFER TO NATURE SANCT	0	0	63,000	47,250	63,000	65,000	
550.20-63-00 TRANSFER TO PARKS FUND	0	0	350,000	262,500	350,000	361,000	
TOTAL TRANSFERS-OTHER SOURCES	0	0	935,575	773,325	935,575	2,462,000	
TOTAL TRANSFERS OUT	0	0	935,575	773,325	935,575	2,462,000	

10 -General Fund
INFORMATION TECHNOLOGY
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
PERSONNEL								
555.01-52-00	Information Technology S	30,196	37,502	35,000	15,899	35,000	40,000	
	TOTAL PERSONNEL	30,196	37,502	35,000	15,899	35,000	40,000	
INSURANCE								
555.02-01-00	Equipment	17,311	8,280	15,000	8,973	15,000	20,000	
555.02-02-00	Software	24,488	24,243	35,000	52,726	35,000	35,000	
555.02-04-00	Domain Registrations	1,835	454	1,304	210	1,304	2,000	
555.02-05-00	Cyber Security	0	0	7,000	7,821	7,000	10,000	
	TOTAL INSURANCE	43,633	32,977	58,304	69,731	58,304	67,000	
MAINTENANCE								
555.06-01-00	Maintenance & Repair	1,451	2,832	5,000	0	5,000	10,000	
	TOTAL MAINTENANCE	1,451	2,832	5,000	0	5,000	10,000	
TOTAL INFORMATION TECHNOLOGY		75,281	73,311	98,304	85,630	98,304	117,000	

10 -General Fund
CAPITAL OUTLAY
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
CAPITAL OUTLAY								
560.50-10-00	Administration CIP	7,750	1,659	15,000	0	15,000	0	
560.50-50-00	Police Capital Outlay	84,107	73,646	139,303	80,199	139,303	0	
	TOTAL CAPITAL OUTLAY	91,857	75,305	154,303	80,199	154,303	0	
CAPITAL OUTLAY								
560.51-00-00	Court Capital Outlay	1,295	0	0	0	0	0	
560.51-50-00	Public Works Capital Out	22,041	41,636	48,041	37,915	48,041	50,000	
560.51-80-00	Com Development Capital	39,528	10,000	50,000	5,000	50,000	100,000	
	TOTAL CAPITAL OUTLAY	62,864	51,636	98,041	42,915	98,041	150,000	
CAPITAL OUTLAY								
560.52-50-00	Parks Capital Outlay	0	799	0	0	0	0	
	TOTAL CAPITAL OUTLAY	0	799	0	0	0	0	
CAPITAL OUTLAY								
	TOTAL							
CAPITAL OUTLAY								
	TOTAL							
CAPITAL OUTLAY								
560.55-50-00	IT Capital Outlay	6,146	13,584	8,750	0	8,750	0	
	TOTAL CAPITAL OUTLAY	6,146	13,584	8,750	0	8,750	0	
TOTAL CAPITAL OUTLAY		160,868	141,323	261,094	123,115	261,094	150,000	
TOTAL EXPENDITURES		4,299,502	4,520,692	6,014,029	3,997,402	6,014,029	5,879,000	
EXCESS REVENUES OVER (UNDER) EXPENDITURES		711,033	1,536,501	(4,429)	1,193,242	86,271	(11,100)	

*** END OF REPORT ***

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

30 -Sewer Service Fund
FINANCIAL SUMMARY

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	(------ 2023 CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED TO YEAR END ------)	(------ 2024 DEPARTMENT REQUESTED	PROPOSED BUDGET ------)
REVENUE SUMMARY							
OTHER REVENUE	1,633,592	1,740,141	1,846,563	528,217	1,846,563	1,891,450	____________
INTEREST INCOME	1,440	1,413	5,050	260	5,050	5,500	____________
MISCELLANEOUS REVENUE	924	16,714	0	28,067	0	0	____________
TRANSFERS IN	0	0	187,500	0	187,500	0	____________
TOTAL REVENUES	1,635,956	1,758,268	2,039,113	556,544	2,039,113	1,896,950	
	===========	===========	===========	===========	===========	============	============
EXPENDITURE SUMMARY							
ADMINISTRATIVE	1,851,537	1,925,494	1,983,208	1,076,536	1,983,208	1,543,000	____________
TOTAL EXPENDITURES	1,851,537	1,925,494	1,983,208	1,076,536	1,983,208	1,543,000	
	===========	===========	===========	===========	===========	============	============
EXCESS REVENUES OVER (UNDER) EXPENDITURES	(215,581)	(167,226)	55,905	(519,992)	55,905	353,950	
	===========	===========	===========	===========	===========	============	============

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

30 -Sewer Service Fund
FINANCIAL SUMMARY
REVENUES

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	(---- 2023 CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED TO YEAR END ----)	(---- 2024 DEPARTMENT REQUESTED	PROPOSED BUDGET ----)
OTHER REVENUE							
Sewer Charges	83,240	97,833	1,760,193	77,313	1,760,193	1,813,000	
Sewer Charges - Data Tech	1,490,930	1,608,572	0	426,772	0	31,000	
41502-00 Sewer Tap Fees	28,000	14,000	30,450	12,150	30,450	0	
41502-01 Sewer Impact Fees	26,400	14,850	50,750	8,517	50,750	51,500	
41503-00 Mo Am Bill Collection pymt	402	267	550	0	550	550	
41504-00 Grinder Pump Admin Fee	4,620	4,620	4,620	3,465	4,620	(4,600)	
TOTAL OTHER REVENUE	1,633,592	1,740,141	1,846,563	528,217	1,846,563	1,891,450	
INTEREST INCOME							
41701-00 Interest Income	1,440	1,413	5,050	260	5,050	5,500	
TOTAL INTEREST INCOME	1,440	1,413	5,050	260	5,050	5,500	
MISCELLANEOUS REVENUE							
41804-00 Miscellaneous Revenue	924	16,714	0	28,067	0	0	
TOTAL MISCELLANEOUS REVENUE	924	16,714	0	28,067	0	0	
TRANSFERS IN							
41901-00 Transfer from Sewer Fund	0	0	187,500	0	187,500	0	
TOTAL TRANSFERS IN	0	0	187,500	0	187,500	0	
TOTAL REVENUES	1,635,956	1,758,268	2,039,113	556,544	2,039,113	1,896,950	

30 -Sewer Service Fund
ADMINISTRATIVE
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
PERSONNEL								
501.01-01-00	Salaries	37,128	36,870	47,902	33,790	47,902	54,000	
501.01-03-00	Overtime	177	68	0	0	0	1,000	
501.01-21-00	FICA & Medicare	2,819	2,709	2,970	2,474	2,970	5,000	
501.01-22-00	Retirement	0	0	6,802	(33)	6,802	11,000	
501.01-41-00	Professional Development	0	0	1,000	0	1,000	2,000	
	TOTAL PERSONNEL	40,124	39,647	58,674	36,231	58,674	73,000	
INSURANCE								
501.02-02-00	Health	5,051	10,397	13,003	8,805	13,003	15,000	
	TOTAL INSURANCE	5,051	10,397	13,003	8,805	13,003	15,000	
UTILITIES								
501.03-01-00	Telephone & Voicemail	1,869	1,356	1,000	1,742	1,000	1,000	
501.03-02-00	Electricity	47,644	58,978	54,000	49,385	54,000	54,000	
501.03-04-00	Water	551	3,391	2,500	1,987	2,500	2,500	
501.03-06-00	Wi-Fi	64	0	0	0	0	0	
501.03-09-00	Trash Hauling	500	805	600	155	600	1,000	
	TOTAL UTILITIES	50,627	64,530	58,100	53,269	58,100	58,500	
CAPITAL EXPENDITURES								
501.04-31-00	Equipment & Machinery	14,628	19,171	0	1,949	0	0	
501.04-51-00	Sewer Plant Improvements	29,734	62,433	206,000	44,079	206,000	137,000	
501.04-61-00	Pump Station Improvement	8,217	191,191	23,750	13,552	23,750	468,000	
	TOTAL CAPITAL EXPENDITURES	52,579	272,795	229,750	59,580	229,750	605,000	
OTHER PURCHASES								
501.05-01-00	Office Supplies	39	377	250	362	250	500	
501.05-02-00	Postage	6,082	6,850	8,000	4,532	8,000	8,000	
501.05-04-00	Printing	1,717	105	1,500	1,666	1,500	1,500	
501.05-06-00	Delinquencies	2,081	941	2,200	2,399	2,200	2,000	
	TOTAL OTHER PURCHASES	9,919	8,271	11,950	8,958	11,950	12,000	
MAINTENANCE								
501.06-01-00	Building Main & Repair	70,742	53,961	35,000	28,856	35,000	50,000	
501.06-12-00	Pump Stations Maintenanc	23,943	34,498	30,000	33,604	30,000	35,000	
501.06-21-00	Vehicle Repair & Mainten	1,678	1,410	1,500	973	1,500	1,500	
501.06-21-02	Tractor/Lawn Mowing Equi	11	0	1,000	0	1,000	15,000	
501.06-22-00	Vehicle Gas & Oil	575	2,090	2,500	1,953	2,500	2,500	
501.06-22-01	Equipment Gas & Oil	1	2,457	2,000	1,100	2,000	2,000	
501.06-33-00	Software Support Agreeme	3,088	3,384	3,200	0	3,200	3,500	
501.06-42-00	Line Maintenance	346,342	348,133	397,700	104,999	397,700	104,000	
501.06-99-00	Other Maintenance	0	0	69,000	10,439	69,000	24,000	
	TOTAL MAINTENANCE	446,379	445,934	541,900	181,924	541,900	237,500	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

30 -Sewer Service Fund
ADMINISTRATIVE
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
CITY SERVICES								
501.07-34-00	Line Repairs	30,637	78,399	40,000	19,801	40,000	50,000	
501.07-42-00	One Call Utility Locatin	3,053	3,185	3,000	817	3,000	3,000	
501.07-82-00	KC Water Depart	33,174	36,094	33,000	19,294	33,000	33,000	
501.07-83-00	Platte Co Regional Sewer	17,759	17,759	18,000	4,681	18,000	18,000	
501.07-91-00	Odor Control	29,302	59,485	57,000	441	57,000	57,000	
	TOTAL CITY SERVICES	113,924	194,922	151,000	45,033	151,000	161,000	
PROFESSIONAL FEES								
501.08-03-00	Engineering Fees	19,165	14,535	30,000	32,600	30,000	35,000	
501.08-04-00	Management Contract	304,550	307,991	330,631	245,978	330,631	331,000	
501.08-06-00	Administration Fee	350,000	350,000	360,500	270,375	360,500	0	
501.08-07-00	Credit Card Fees	10,148	11,992	10,500	3,991	10,500	10,000	
501.08-08-00	Sewer Billing Refunds	747	481	500	426	500	500	
	TOTAL PROFESSIONAL FEES	684,610	684,999	732,131	553,371	732,131	376,500	
OTHER EXPENDITURES								
501.09-21-00	Miscellaneous	0	23,019	2,000	943	2,000	2,000	
501.09-21-01	Depreciation/Amortizatio	267,918	0	0	0	0	0	
501.09-22-00	DNR Fees	2,001	2,027	2,200	0	2,200	2,500	
	TOTAL OTHER EXPENDITURES	269,919	25,046	4,200	943	4,200	4,500	
BOND/LEASE PAYMENTS								
501.10-02-00	Sewer Revenue Bond Inter	0	10	0	0	0	0	
	TOTAL BOND/LEASE PAYMENTS	0	10	0	0	0	0	
SYSTEM RENEWAL PROJECT								
501.12-11-00	SRF Principal-Transfer t	165,878	170,000	165,000	127,500	165,000	0	
501.12-11-01	SRF Interest-Transfer to	9,646	7,056	12,500	922	12,500	0	
501.12-11-02	SRF Admin Fee-Transfer t	2,880	1,888	5,000	0	5,000	0	
	TOTAL SYSTEM RENEWAL PROJECT	178,403	178,944	182,500	128,422	182,500	0	
TRANSFERS-OTHER SOURCES								
	TOTAL							
TOTAL ADMINISTRATIVE		1,851,537	1,925,494	1,983,208	1,076,536	1,983,208	1,543,000	
TOTAL EXPENDITURES		1,851,537	1,925,494	1,983,208	1,076,536	1,983,208	1,543,000	
EXCESS REVENUES OVER (UNDER) EXPENDITURES		(215,581)	(167,226)	55,905	(519,992)	55,905	353,950	

*** END OF REPORT ***

40 -Transportation Fund
FINANCIAL SUMMARY

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
REVENUE SUMMARY							
TAXES	168,250	175,903	180,000	182,366	180,000	184,000	
SALES TAXES	908,305	1,048,681	1,111,000	881,182	1,111,000	1,182,000	
OTHER REVENUE	16,425	5,325	5,000	4,970	5,000	5,000	
MISCELLANEOUS REVENUE	1,292	4,454	0	2,620	0	0	
TRANSFERS	200,000	0	236,000	177,000	236,000	243,000	
TOTAL REVENUES	1,294,273	1,234,364	1,532,000	1,248,138	1,532,000	1,614,000	
EXPENDITURE SUMMARY							
STREET DEPARTMENT	699,245	710,678	1,676,188	578,624	1,676,188	1,903,000	
TRANSFERS	400,065	447,762	66,229	66,229	0	0	
TOTAL EXPENDITURES	1,099,310	1,158,440	1,742,417	644,853	1,676,188	1,903,000	
EXCESS REVENUES OVER (UNDER) EXPENDITURES	194,963	75,923	(210,417)	603,285	(144,188)	(289,000)	

40 -Transportation Fund
FINANCIAL SUMMARY
REVENUES

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
TAXES							
41006-00 Parkville Special Rd District	168,250	175,903	180,000	182,366	180,000	184,000	
TOTAL TAXES	168,250	175,903	180,000	182,366	180,000	184,000	
LICENSES							
TOTAL							
SALES TAXES							
41404-00 City Transportation Sales Tax	552,320	629,500	689,000	566,312	689,000	751,000	
41405-00 Motor Fuel Tax	152,240	186,238	178,000	186,062	178,000	182,000	
41406-00 County Trans Sales Tax	194,102	223,157	234,000	128,808	234,000	239,000	
41407-00 Marketplace TIF Fund Tfr	9,643	9,787	10,000	0	10,000	10,000	
TOTAL SALES TAXES	908,305	1,048,681	1,111,000	881,182	1,111,000	1,182,000	
OTHER REVENUE							
41504-00 Project Cost Share	16,425	5,325	5,000	4,970	5,000	5,000	
TOTAL OTHER REVENUE	16,425	5,325	5,000	4,970	5,000	5,000	
INTEREST INCOME							
TOTAL							
MISCELLANEOUS REVENUE							
41804-01 POTMCID Grants	1,292	0	0	0	0	0	
41805-00 Sale of Transportation Equip.	0	0	0	2,620	0	0	
41805-02 City Capital Cost Payments	0	4,454	0	0	0	0	
TOTAL MISCELLANEOUS REVENUE	1,292	4,454	0	2,620	0	0	
TRANSFERS IN							
TOTAL							
TRANSFERS							
42001-00 Transfers from Other Funds	200,000	0	0	0	0	0	
42010-00 Transfer from General Fund	0	0	236,000	177,000	236,000	243,000	
TOTAL TRANSFERS	200,000	0	236,000	177,000	236,000	243,000	
TOTAL REVENUES	1,294,273	1,234,364	1,532,000	1,248,138	1,532,000	1,614,000	

40 -Transportation Fund
STREET DEPARTMENT
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
PERSONNEL								
520.01-01-00	SALARIES	0	0	333,650	214,041	333,650	369,000	
520.01-03-00	OVERTIME	0	0	25,000	5,936	25,000	30,000	
520.01-21-00	FICA & MEDICARE	0	0	25,524	16,359	25,524	29,000	
520.01-22-00	RETIREMENT	0	0	47,378	32,117	47,378	69,000	
520.01-41-02	PROFESSIONAL DEVELOPMENT	0	0	0	350	0	8,000	
	TOTAL PERSONNEL	0	0	431,552	268,802	431,552	505,000	
INSURANCE								
520.02-02-00	HEALTH & UNEMPLOYMENT IN	0	0	67,436	39,348	67,436	71,000	
520.02-03-00	WORKERS COMPENSATION	0	0	40,000	23,545	40,000	40,000	
	TOTAL INSURANCE	0	0	107,436	62,892	107,436	111,000	
UTILITIES								
520.03-01-00	OFFICE PHONES	0	0	2,800	2,330	2,800	3,000	
520.03-02-00	ELECTRICITY	0	26	3,500	2,013	3,500	3,500	
520.03-03-00	NATURAL GAS	0	0	2,500	2,042	2,500	3,500	
520.03-04-00	WATER SERVICE / DRINKING	0	0	6,000	3,319	6,000	5,500	
520.03-05-00	MOBILE PHONES / DATA	0	0	3,000	527	3,000	3,000	
520.03-08-00	CABLE / INTERNET	0	0	0	321	0	0	
520.03-09-00	SOLID WASTE / RECYCLING	0	0	1,200	4,489	1,200	2,000	
	TOTAL UTILITIES	0	26	19,000	15,040	19,000	20,500	
CAPITAL EXPENDITURES								
520.04-71-00	STREET PROGRAMS	0	0	0	2,497	0	0	
520.04-81-00	CRACK SEAL - ANNUAL PROJ	0	8,610	15,000	0	15,000	0	
520.04-83-00	STREET STRIPING - ANNUAL	1,757	35,623	20,000	5,350	20,000	20,000	
520.04-85-00	MILL & OVERLAY PROG - AN	222,455	223,758	350,000	3,056	350,000	450,000	
520.04-85-01	EQUIPMENT - TRANSPORTATI	35	7,108	100,000	6,377	100,000	65,000	
520.04-90-00	CURB & SIDEWALK PROG - A	69,576	63,576	100,000	2,870	100,000	150,000	
	TOTAL CAPITAL EXPENDITURES	293,823	338,674	585,000	20,150	585,000	685,000	
OTHER PURCHASES								
520.05-01-00	OFFICE SUPPLIES/CONSUMAB	0	0	1,000	974	1,000	1,000	
520.05-20-00	SMALL OFFICE EQUIPMENT	0	0	700	249	700	1,000	
520.05-21-00	EQUIP/MATERIALS/TOOLS	0	0	7,000	3,237	7,000	7,000	
520.05-31-00	UNIFORMS / CLOTHING	0	0	4,500	0	4,500	4,500	
	TOTAL OTHER PURCHASES	0	0	13,200	4,459	13,200	13,500	
MAINTENANCE								
520.06-01-00	Building Maintenance & R	2,087	3,635	10,000	762	10,000	10,000	
520.06-21-00	Vehicle & Equipment Main	12,083	17,595	15,000	4,487	15,000	20,000	
520.06-22-00	Vehicle & Equipment Gas	15,397	31,685	35,000	12,516	35,000	35,000	
	TOTAL MAINTENANCE	29,567	52,916	60,000	17,765	60,000	65,000	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

40 -Transportation Fund
STREET DEPARTMENT
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
CITY SERVICES								
520.07-20-00	Emergency Snow Removal	49,746	47,915	70,000	7,500	70,000	70,000	
520.07-32-00	Storm Sewers - General R	6,246	2,980	15,000	(2,200)	15,000	50,000	
520.07-33-00	Street Repair Materials	8,065	4,917	15,000	1,841	15,000	20,000	
520.07-41-00	Street Lights - Electric	285,378	231,264	300,000	168,847	300,000	300,000	
520.07-44-00	Street Signs	2,388	5,107	12,000	11,435	12,000	15,000	
520.07-45-00	Street Sweeping	17,786	14,360	25,000	0	25,000	25,000	
520.07-51-00	MOSQUITO & WEED CONTROL	0	0	0	660	0	0	
520.07-52-00	Tree Trimming & Removal	6,045	10,327	20,000	485	20,000	20,000	
520.07-60-00	Rental Equipment	126	207	2,000	0	2,000	2,000	
TOTAL CITY SERVICES		375,781	317,076	459,000	188,567	459,000	502,000	
OTHER EXPENDITURES								
520.09-21-00	Miscellaneous	75	1,987	1,000	948	1,000	1,000	
TOTAL OTHER EXPENDITURES		75	1,987	1,000	948	1,000	1,000	
TOTAL STREET DEPARTMENT		699,245	710,678	1,676,188	578,624	1,676,188	1,903,000	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

40 -Transportation Fund
TRANSFERS
EXPENDITURES

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
TRANSFERS-OTHER SOURCES							
550.20-10-00 Transfer to General Fund	175,000	225,000	0	0	0	0	
550.20-22-00 Tfr to Debt Svc Fund -20	210,765	222,762	66,229	66,229	0	0	
550.20-43-00 Transfer to Cap Projects	14,300	0	0	0	0	0	
TOTAL TRANSFERS-OTHER SOURCES	400,065	447,762	66,229	66,229	0	0	
TOTAL TRANSFERS	400,065	447,762	66,229	66,229	0	0	
TOTAL EXPENDITURES	1,099,310	1,158,440	1,742,417	644,853	1,676,188	1,903,000	
EXCESS REVENUES OVER (UNDER) EXPENDITURES	194,963	75,923	(210,417)	603,285	(144,188)	(289,000)	

*** END OF REPORT ***

41 -Park Sales Tax Fund
FINANCIAL SUMMARY

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
REVENUE SUMMARY							
SALES TAXES	672,672	775,714	770,000	700,241	770,000	966,000	
OTHER REVENUE	0	0	40,000	30,110	40,000	37,000	
MISCELLANEOUS REVENUE	0	67,133	1,000	402,743	1,000	1,000	
TRANSFERS	0	0	350,000	262,500	350,000	361,000	
TOTAL REVENUES	672,672	842,847	1,161,000	1,395,594	1,161,000	1,365,000	
EXPENDITURE SUMMARY							
ADMIN	94,633	18,587	20,000	2,700	20,000	0	
PARKS	0	2,888	749,071	424,644	749,071	908,000	
TRANSFERS OUT	41,200	92,436	0	0	0	0	
CAPITAL OUTLAY	218,667	486,965	478,500	190,524	478,500	496,000	
TOTAL EXPENDITURES	354,499	600,877	1,247,571	617,868	1,247,571	1,404,000	
EXCESS REVENUES OVER (UNDER) EXPENDITURES	318,173	241,970	(86,571)	777,725	(86,571)	(39,000)	

41 -Park Sales Tax Fund
FINANCIAL SUMMARY
REVENUES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
SALES TAXES								
41404-00	Park Sales Tax Revenue	672,672	775,714	770,000	700,241	770,000	966,000	
	TOTAL SALES TAXES	672,672	775,714	770,000	700,241	770,000	966,000	
OTHER REVENUE								
41501-00	Farmers Market	0	0	1,500	0	1,500	1,500	
41504-00	Park Shelter Reservations	0	0	15,000	13,650	15,000	14,000	
41504-01	Sports Field Reservations	0	0	6,000	7,060	6,000	6,500	
41504-02	Special Event Permit	0	0	17,500	9,400	17,500	15,000	
	TOTAL OTHER REVENUE	0	0	40,000	30,110	40,000	37,000	
MISCELLANEOUS REVENUE								
41801-00	Miscellaneous	0	14,570	0	0	0	1,000	
41804-08	Platte County Outreach Grant	0	0	1,000	0	1,000	0	
41807-01	Insurance Claim Reimbursements	0	52,563	0	402,743	0	0	
	TOTAL MISCELLANEOUS REVENUE	0	67,133	1,000	402,743	1,000	1,000	
TRANSFERS IN								
	TOTAL							
TRANSFERS								
42001-00	Transfers from Other Funds	0	0	350,000	262,500	350,000	361,000	
	TOTAL TRANSFERS	0	0	350,000	262,500	350,000	361,000	
TOTAL REVENUES		672,672	842,847	1,161,000	1,395,594	1,161,000	1,365,000	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

41 -Park Sales Tax Fund
ADMIN
EXPENDITURES

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
PROFESSIONAL FEES							
501.08-03-00 Engineer & Planning Fees	94,633	18,587	20,000	2,700	20,000	0	
TOTAL PROFESSIONAL FEES	94,633	18,587	20,000	2,700	20,000	0	
TOTAL ADMIN	94,633	18,587	20,000	2,700	20,000	0	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

41 -Park Sales Tax Fund
PARKS
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
PERSONNEL								
525.01-01-00	SALARIES	0	0	354,612	186,515	354,612	415,000	
525.01-03-00	OVERTIME	0	0	15,000	3,002	15,000	15,000	
525.01-05-00	SEASONAL WAGES	0	0	0	24,173	0	50,000	
525.01-21-00	FICA & MEDICARE	0	0	27,128	16,650	27,128	32,000	
525.01-22-00	RETIREMENT	0	0	50,355	26,033	50,355	74,000	
525.01-41-00	MEMBERSHIPS / SUBSCRIPTI	0	0	500	74	500	1,000	
525.01-41-02	PROFESSIONAL DEVELOPMENT	0	0	3,500	2,606	3,500	4,000	
	TOTAL PERSONNEL	0	0	451,095	259,051	451,095	591,000	
INSURANCE								
525.02-02-00	HEALTH & UNEMPLOY INSURA	0	0	64,401	35,613	64,401	70,000	
525.02-04-00	WORKERS COMPENSATION	0	0	30,000	10,113	30,000	30,000	
	TOTAL INSURANCE	0	0	94,401	45,726	94,401	100,000	
UTILITIES								
525.03-01-00	OFFICE PHONES	0	0	1,200	2,433	1,200	2,000	
525.03-02-00	ELECTRICITY	0	0	8,000	4,614	8,000	8,000	
525.03-04-00	WATER SERVICE / DRINKING	0	0	3,500	13,543	3,500	4,000	
525.03-05-00	MOBILE PHONES / DATA	0	0	1,000	175	1,000	1,000	
525.03-08-00	CABLE / INTERNET	0	0	0	0	0	1,000	
525.03-09-00	SOLID WASTE / RECYCLING	0	0	1,000	932	1,000	1,000	
	TOTAL UTILITIES	0	0	14,700	21,698	14,700	17,000	
CAPITAL EXPENDITURES								
	TOTAL							
OTHER PURCHASES								
525.05-01-00	OFFICE SUPPLIES/CONSUMAB	0	0	500	473	500	2,000	
525.05-02-00	POSTAGE	0	0	75	30	75	1,000	
525.05-04-00	Printing	0	0	1,500	1,527	1,500	2,000	
525.05-05-00	PUBLICATIONS	0	0	0	119	0	0	
525.05-20-00	SMALL OFFICE EQUIPMENT	0	0	250	295	250	1,000	
525.05-21-00	EQUIP/MATERIALS/TOOLS	0	0	7,500	2,463	7,500	8,000	
525.05-31-00	UNIFORMS / CLOTHING	0	0	2,000	856	2,000	2,000	
525.05-41-01	PARK RESTROOM SUPPLIES	0	0	4,000	2,570	4,000	4,000	
525.05-41-02	PARKS TRASH BAGS	0	0	4,000	2,788	4,000	4,000	
525.05-41-03	PARK ENHANCEMENTS	0	2,888	15,000	6,891	15,000	15,000	
525.05-42-00	PARKS GRASS SEED&FERTILI	0	0	7,000	2,095	7,000	7,000	
525.05-99-00	MISC/OTHER PURCHASES	0	0	250	2,088	250	1,000	
	TOTAL OTHER PURCHASES	0	2,888	42,075	22,195	42,075	47,000	
MAINTENANCE								
525.06-01-00	BUILDING MAINT & REPAIR	0	0	10,000	9,357	10,000	10,000	
525.06-02-00	JANITORIAL / CLEANING SE	0	0	0	0	0	2,000	
525.06-03-00	PARKS RESTROOM MAINTENAN	0	0	8,000	2,985	8,000	7,000	
525.06-05-01	PARKS STAGE MAINTENANCE	0	0	300	0	300	1,000	
525.06-05-02	PARKS BALLFIELD MAINTENA	0	0	6,000	302	6,000	6,000	

41 -Park Sales Tax Fund
PARKS
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
525.06-05-03	PARKS TRAIL MAINTENANCE	0	0	5,000	5,114	5,000	6,000	
525.06-11-00	TRAIN DEPOT MAINTENANCE	0	0	5,000	0	5,000	4,000	
525.06-12-00	PLAYGROUND EQUIPMENT&REP	0	0	3,000	5,176	3,000	3,000	
525.06-13-00	PARKS SPIRIT FOUNTAIN MA	0	0	2,500	3,080	2,500	3,000	
525.06-21-00	VEHICLE MAINT & REPAIR	0	0	8,000	4,208	8,000	8,000	
525.06-21-01	EQIUPMENT MAINT & REPAIR	0	0	3,500	3,538	3,500	4,000	
525.06-21-02	PARKS-TRACTOR/MOWING EQU	0	0	9,000	1,204	9,000	9,000	
525.06-22-00	VEHICLE GAS & OIL	0	0	4,000	3,124	4,000	4,000	
525.06-22-01	EQUIPMENT GAS & OIL	0	0	3,000	3,041	3,000	3,000	
TOTAL MAINTENANCE		0	0	67,300	41,127	67,300	70,000	
CITY SERVICES								
525.07-20-00	PARKS-PORTABLE TOILET RE	0	0	13,000	9,429	13,000	13,000	
525.07-51-00	PARKS-MOSQUITO&WEED CONT	0	0	10,000	13,349	10,000	10,000	
525.07-51-01	PARKS LANDSCAPING SUPPLI	0	0	4,000	693	4,000	5,000	
525.07-52-00	PARKS TREE TRIMMING&REMO	0	0	25,000	4,350	25,000	25,000	
525.07-53-00	PARKS-TREE PLANTING	0	0	6,000	2,242	6,000	6,000	
525.07-60-00	PARKS-RENTAL EQUIPMENT	0	0	500	886	500	1,000	
TOTAL CITY SERVICES		0	0	58,500	30,948	58,500	60,000	
PROFESSIONAL FEES								
525.08-03-00	ENGINEERING & PLANNING F	0	0	20,000	3,500	20,000	20,000	
TOTAL PROFESSIONAL FEES		0	0	20,000	3,500	20,000	20,000	
OTHER EXPENDITURES								
525.09-21-00	PARKS - MISCELLANEOUS EX	0	0	1,000	398	1,000	3,000	
TOTAL OTHER EXPENDITURES		0	0	1,000	398	1,000	3,000	
TOTAL PARKS		0	2,888	749,071	424,644	749,071	908,000	

41 -Park Sales Tax Fund
TRANSFERS OUT
EXPENDITURES

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
TRANSFERS-OTHER SOURCES							
550.20-10-00 Transfer to General Fund	41,200	92,436	0	0	0	0	
TOTAL TRANSFERS-OTHER SOURCES	41,200	92,436	0	0	0	0	
TOTAL TRANSFERS OUT	41,200	92,436	0	0	0	0	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

41 -Park Sales Tax Fund
CAPITAL OUTLAY
EXPENDITURES

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
CAPITAL OUTLAY							
560.52-50-00 Parks Projects Capital O	218,667	486,965	478,500	190,524	478,500	496,000	
TOTAL CAPITAL OUTLAY	218,667	486,965	478,500	190,524	478,500	496,000	
TOTAL CAPITAL OUTLAY	218,667	486,965	478,500	190,524	478,500	496,000	
TOTAL EXPENDITURES	354,499	600,877	1,247,571	617,868	1,247,571	1,404,000	
EXCESS REVENUES OVER (UNDER) EXPENDITURES	318,173	241,970	(86,571)	777,725	(86,571)	(39,000)	

*** END OF REPORT ***

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

42 -POLICE SALES TAX
FINANCIAL SUMMARY

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
REVENUE SUMMARY							
SALES TAXES	0	0	0	0	0	966,000	
COURT REVENUE	0	0	0	0	0	3,000	
TRANSFERS IN	0	0	0	0	0	1,500,000	
TOTAL REVENUES	0	0	0	0	0	2,469,000	
EXPENDITURE SUMMARY							
POLICE DEPARTMENT	0	0	0	0	0	2,683,000	
TOTAL EXPENDITURES	0	0	0	0	0	2,683,000	
EXCESS REVENUES OVER (UNDER) EXPENDITURES	0	0	0	0	0	(214,000)	

42 -POLICE SALES TAX
FINANCIAL SUMMARY
REVENUES

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	(---- 2023 CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED TO YEAR END ----)	(---- 2024 DEPARTMENT REQUESTED	PROPOSED BUDGET ----)
SALES TAXES							
41404-00 POLICE SALES TAX	0	0	0	0	0	966,000	
TOTAL SALES TAXES	0	0	0	0	0	966,000	
COURT REVENUE							
41603-00 POLICE REPORTS	0	0	0	0	0	3,000	
TOTAL COURT REVENUE	0	0	0	0	0	3,000	
INTEREST INCOME							
TOTAL							
MISCELLANEOUS REVENUE							
TOTAL							
TRANSFERS IN							
41901-00 TRANSFER FROM GENERAL FUND	0	0	0	0	0	1,500,000	
TOTAL TRANSFERS IN	0	0	0	0	0	1,500,000	
TOTAL REVENUES	0	0	0	0	0	2,469,000	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

42 -POLICE SALES TAX
POLICE DEPARTMENT
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
PERSONNEL								
505.01-01-00	SALARIES	0	0	0	0	0	1,611,000	
505.01-03-00	POLICE OVERTIME	0	0	0	0	0	50,000	
	TOTAL PERSONNEL	0	0	0	0	0	1,661,000	
INSURANCE								
505.02-02-00	HEALTH LIFE DENTAL INSUR	0	0	0	0	0	262,000	
505.02-03-00	WORKERS COMPENSATION	0	0	0	0	0	80,000	
505.02-21-00	FICA & MEDICARE	0	0	0	0	0	122,000	
505.02-22-00	RETIREMENT	0	0	0	0	0	342,000	
505.02-34-00	PHONE ALLOWANCE	0	0	0	0	0	1,500	
505.02-41-00	MEMBERSHIP FEES/DUES	0	0	0	0	0	1,000	
505.02-42-00	PROFESSIONAL DEVELOPMENT	0	0	0	0	0	5,000	
	TOTAL INSURANCE	0	0	0	0	0	813,500	
UTILITIES								
505.03-01-00	TELEPHONE SERVICES	0	0	0	0	0	2,500	
505.03-05-00	MOBILE PHONES & DATA SER	0	0	0	0	0	5,000	
	TOTAL UTILITIES	0	0	0	0	0	7,500	
CAPITAL EXPENDITURES								
505.04-01-00	Vehicle	0	0	0	0	0	12,000	
	TOTAL CAPITAL EXPENDITURES	0	0	0	0	0	12,000	
OTHER PURCHASES								
505.05-01-00	OFFICE SUPPLIES/CONSUMAB	0	0	0	0	0	3,000	
505.05-02-00	POSTAGE & PRINTING	0	0	0	0	0	2,000	
505.05-20-00	SMALL OFFICE EQUIPMENT	0	0	0	0	0	1,000	
505.05-21-00	EQUIPMENT & HANDTOOLS	0	0	0	0	0	24,000	
505.05-22-00	DATA TERMINAL	0	0	0	0	0	7,000	
505.05-30-00	UNIFORMS	0	0	0	0	0	7,000	
505.05-99-00	OTHER/MISC PURCHASES	0	0	0	0	0	1,000	
	TOTAL OTHER PURCHASES	0	0	0	0	0	45,000	
MAINTENANCE								
505.06-20-00	VEHICLE REPAIR & MAINTEN	0	0	0	0	0	20,000	
505.06-21-00	EQUIPMENT REPAIR & MAINT	0	0	0	0	0	5,000	
505.06-22-00	VEHICLE GAS & OIL	0	0	0	0	0	45,000	
505.06-32-00	CRIMESTAR MAINTENANCE	0	0	0	0	0	2,000	
505.06-34-00	OFFICE EQUIP MAINTENANCE	0	0	0	0	0	1,000	
	TOTAL MAINTENANCE	0	0	0	0	0	73,000	
CITY SERVICES								
505.07-01-00	HIRING EXPENSES / RECRUI	0	0	0	0	0	10,000	
505.07-02-00	CRIME COMMISSION	0	0	0	0	0	2,000	
505.07-03-00	LAB WORK / CRIME SCENE	0	0	0	0	0	2,000	
505.07-04-00	CONTRACTUAL SERVICE AGRE	0	0	0	0	0	2,000	
505.07-05-00	OTHER/MISC CITY SERVICES	0	0	0	0	0	2,000	
	TOTAL CITY SERVICES	0	0	0	0	0	18,000	

42 -POLICE SALES TAX
POLICE DEPARTMENT
EXPENDITURES

			(2023		)	(2024	)
ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED TO YEAR END	DEPARTMENT REQUESTED	PROPOSED BUDGET
OTHER EXPENDITURES							
505.09-21-00 MISCELLANEOUS	0	0	0	0	0	51,000	
505.09-22-00 HARVESTER DEER DONATIONS	0	0	0	0	0	2,000	
TOTAL OTHER EXPENDITURES	0	0	0	0	0	53,000	
TOTAL POLICE DEPARTMENT	0	0	0	0	0	2,683,000	
TOTAL EXPENDITURES	0	0	0	0	0	2,683,000	
EXCESS REVENUES OVER (UNDER) EXPENDITURES	0	0	0	0	0	(214,000)	

*** END OF REPORT ***

60 -Nature Sanctuary Fund
FINANCIAL SUMMARY

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
REVENUE SUMMARY							
DONATIONS	10,854	6,890	10,000	3,252	10,000	10,000	
TRANSFERS	0	0	63,000	47,250	63,000	65,000	
TOTAL REVENUES	10,854	6,890	73,000	50,502	73,000	75,000	
EXPENDITURE SUMMARY							
GENERAL	4,190	8,261	94,000	55	94,000	0	
NATURE SANCTUARY	0	0	87,254	67,208	87,254	174,000	
TOTAL EXPENDITURES	4,190	8,261	181,254	67,263	181,254	174,000	
EXCESS REVENUES OVER (UNDER) EXPENDITURES	6,664	(1,372)	(108,254)	(16,761)	(108,254)	(99,000)	

60 -Nature Sanctuary Fund
FINANCIAL SUMMARY
REVENUES

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
DONATIONS							
40901-00 Donations	5,486	6,928	4,500	3,956	4,500	0	
40903-00 Programs	4,414	(1,308)	5,500	(809)	5,500	5,500	
40906-00 Girl Scout Cabin Rental	310	140	0	105	0	0	
40910-00 Grants	644	1,130	0	0	0	4,500	
TOTAL DONATIONS	10,854	6,890	10,000	3,252	10,000	10,000	
TRANSFERS							
42001-00 TRSF TO PNS FROM GF	0	0	63,000	47,250	63,000	65,000	
TOTAL TRANSFERS	0	0	63,000	47,250	63,000	65,000	
TOTAL REVENUES	10,854	6,890	73,000	50,502	73,000	75,000	

60 -Nature Sanctuary Fund
GENERAL EXPENDITURES

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
CAPITAL EXPENDITURES							
501.04-31-00 CIP Equipment	0	0	90,000	0	90,000	0	
TOTAL CAPITAL EXPENDITURES	0	0	90,000	0	90,000	0	
OTHER PURCHASES							
501.05-42-00 Program Expenses	4,190	8,261	4,000	55	4,000	0	
TOTAL OTHER PURCHASES	4,190	8,261	4,000	55	4,000	0	
EXPENDITURES							
TOTAL							
TOTAL GENERAL	4,190	8,261	94,000	55	94,000	0	

60 -Nature Sanctuary Fund
NATURE SANCTUARY
EXPENDITURES

ACCOUNT#	ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
PERSONNEL								
535.01-01-00	SALARIES	0	0	52,104	45,406	52,104	69,000	
535.01-03-00	OVERTIME	0	0	3,600	173	3,600	5,000	
535.01-21-00	FICA & MEDICARE	0	0	3,986	3,457	3,986	6,000	
535.01-22-00	RETIREMENT	0	0	7,399	5,080	7,399	13,000	
535.01-41-00	MEMBERSHIPS / SUBSCRIPTI	0	0	0	0	0	1,000	
535.01-41-02	PROFESSIONAL DEVELOPMENT	0	0	0	187	0	2,000	
	TOTAL PERSONNEL	0	0	67,089	54,303	67,089	96,000	
INSURANCE								
535.02-02-00	HEALTH & UNEMPLOY INSURA	0	0	6,030	4,509	6,030	8,000	
535.02-04-00	WORKERS COMPENSATION	0	0	1,000	0	1,000	1,000	
	TOTAL INSURANCE	0	0	7,030	4,509	7,030	9,000	
UTILITIES								
535.03-02-00	ELECTRICITY	0	0	250	134	250	500	
535.03-05-00	MOBILE PHONES & PAGERS	0	0	0	251	0	500	
	TOTAL UTILITIES	0	0	250	384	250	1,000	
OTHER PURCHASES								
535.05-01-00	OFFICE SUPPLIES/CONSUMAB	0	0	250	131	250	500	
535.05-02-00	POSTAGE	0	0	35	8	35	500	
535.05-04-00	PRINTING	0	0	200	0	200	500	
535.05-21-00	EQUIP/MATERIALS/TOOLS	0	0	2,000	894	2,000	2,500	
535.05-31-00	UNIFORMS / CLOTHING	0	0	0	0	0	1,000	
535.05-41-00	MATERIALS	0	0	2,000	559	2,000	2,000	
535.05-42-00	PROGRAM EXPENSE	0	0	0	96	0	5,000	
535.05-43-00	VOLUNTEER ACKNOWLEDGEMEN	0	0	1,500	438	1,500	2,000	
535.05-99-00	MISC/OTHER PURCHASES	0	0	0	18	0	0	
	TOTAL OTHER PURCHASES	0	0	5,985	2,145	5,985	14,000	
MAINTENANCE								
535.06-01-00	BUILDING MAINT & REPAIR	0	0	500	594	500	500	
535.06-05-03	TRAIL MAINTENANCE	0	0	3,500	4,208	3,500	3,500	
535.06-21-00	VEHICLE MAINT & REPAIR	0	0	1,000	440	1,000	1,000	
535.06-21-01	EQIUPMENT MAINT & REPAIR	0	0	1,000	0	1,000	1,000	
535.06-22-00	VEHICLE GAS & OIL	0	0	400	540	400	500	
	TOTAL MAINTENANCE	0	0	6,400	5,782	6,400	6,500	
OTHER EXPENDITURES								
535.09-21-00	MISCELLANEOUS	0	0	500	86	500	1,500	
	TOTAL OTHER EXPENDITURES	0	0	500	86	500	1,500	

PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 30TH, 2023

60 -Nature Sanctuary Fund
NATURE SANCTUARY
EXPENDITURES

ACCOUNT# ACCOUNT NAME	2021 ACTUAL	2022 ACTUAL	2023 CURRENT BUDGET	2023 Y-T-D ACTUAL	2023 PROJECTED TO YEAR END	2024 DEPARTMENT REQUESTED	2024 PROPOSED BUDGET
CAPITAL OUTLAY							
535.53-50-00 Nature Sanctuary CIP	0	0	0	0	0	46,000	
TOTAL CAPITAL OUTLAY	0	0	0	0	0	46,000	
TOTAL NATURE SANCTUARY	0	0	87,254	67,208	87,254	174,000	
TOTAL EXPENDITURES	4,190	8,261	181,254	67,263	181,254	174,000	
EXCESS REVENUES OVER (UNDER) EXPENDITURES	6,664	(1,372)	(108,254)	(16,761)	(108,254)	(99,000)	

*** END OF REPORT ***