



**BOARD OF ALDERMEN**  
Work Session Agenda  
CITY OF PARKVILLE, MISSOURI  
Tuesday, November 3, 2020 6:00 PM  
City Hall Board Room

*In light of public health orders from the Missouri Governor and Platte County related to the COVID-19 pandemic, and given the nature of the items to be considered at this particular meeting, the members of the Board of Aldermen will meet via telephone or video conference. Members of the public interested in this meeting are encouraged to listen in on the meeting via the following telephone number and access code – (312) 626 6799, Meeting ID: 844 9496 0448, Password: 558110 – rather than appear at City Hall (note: occupancy will be limited).*

**1. GENERAL AGENDA**

A. 2021 City of Parkville Operating and Capital Budget

**2. ADJOURN**

## ITEM 1.A.

For 11/3/2020

Board of Aldermen - Work Session

### CITY OF PARKVILLE Policy Report

Date: October 14, 2020

Prepared By:

Alysen Abel, Public Works Director

Reviewed By:

Joe Parente, City Administrator

ISSUE:

2021 City of Parkville Operating and Capital Budget

BACKGROUND:

The City operates on a January 1 – December 31 fiscal year and therefore must adopt a 2021 budget before the end of the calendar year. This year the process involved three budget work sessions followed by final adoption of the final budget at a legislative meeting.

At the first budget work session, staff presented preliminary budget sheets for the General Fund, Economic Development Fund, Emergency Reserve Fund, Debt Service Funds, Fewson Fund, Nature Sanctuary Donations Fund, Veterans Memorial Fund, and the Park Donations Fund. This second budget work session focused on the General Fund Capital Improvement Program (CIP), the Parks Sales Tax Fund, and the Transportation Fund.

The third budget work session will focus on the Sewer Fund. The Sewer Fund is a self-sustaining enterprise fund that operates on its own revenues distinct from the City's General Fund. In addition to routine operating expenses, City Administration recommends capital outlay (CIP) expenses for \$573,800 in 2021 (see Attachment 2).

The five-year CIP projection includes funding to complete an annual closed-circuit television (CCTV) inspection and sewer cleaning program on a cycle of reviewing the entire sanitary sewer system every 8 years in accordance with industry best management practices. In 2021, the budget includes \$60,300 for CCTV.

Prior to 2020, there were numerous repairs necessary to the forcemain in portions of English Landing Park and Sullivan Nature Sanctuary. Although these emergency repairs were made, there are continued concerns about future issues with this forcemain. Staff has developed a plan to repairs portions of this forcemain over the next 6 years, prioritizing the line and making those repairs first. The first phase of these repairs occurred in 2020, starting at the McAfee Pump Station, with additional repairs in planned in subsequent years. The 2021 budget includes \$240,000 for the design and construction of the forcemain west of Platte Landing Park. Subsequent budget years include additional repairs to the forcemain, moving to the west towards the sewer plant.

In 2016, City contracted with Springsted, Inc. to study the sewer allocation transfer from the Sewer Fund to the General Fund. The study reviewed the General Fund and personnel costs associated

with those who contribute time to sewer-related functions. The Allocation Study determined that the City could reasonably transfer up to \$365,644 from the Sewer Fund to cover administrative costs provided through the General Fund. Since 2016, the allocation has been increased from \$103,530 to \$280,000 in 2020. The proposed budget for 2021 includes a sewer allocation transfer of \$300,000, an increase of \$20,000. In addition, staff is in the process of soliciting proposals to update the administrative allocation study to support future transfers. The completion of the study is not expected prior to approval of the 2021 Budget.

The following table shows the past and proposed allocation transfer from the Sewer Fund to the General Fund.

| <u>Year</u> | <u>Allocation from Sewer</u> |
|-------------|------------------------------|
| 2016        | \$103,530                    |
| 2017        | \$150,000                    |
| 2018        | \$190,000                    |
| 2019        | \$230,000                    |
| 2020        | \$280,000                    |
| 2021        | \$300,000                    |
| 2022        | \$320,000                    |

The city's fund balance reserve policy provides a target of maintaining working capital of 90 days of operations, in addition to the current fiscal year debt service payments. The projected 2021 year-end balance projected for 2021 is \$722,065, exceeding the target of \$407,513.

As the Sewer Fund Forecast sheet shows, it is projected the working capital will continue to increase in anticipation of major capital expenditures in the sewer plant and the sewer system between now and 2025. If the projected revenues and expenditures are met, funds will be available for a major plant investment currently projected in the Capital Improvement Plan for 2025. This is contingent on the sewer rate increases projected over the next five years.

In 2017, 2018 and 2019, the sewer rate were increased 10% each year, and was stepped back to 5% in 2020. The current proposal is to increase the rates by 3.00% in 2021. Below are the projected rates that would fund the operating expenses and Capital Improvement Plan as it currently stands.

| <u>Year</u> | <u>Actual/Proposed Rate Increase</u> | <u>Sewer Base Fee</u> | <u>Sewer Consumption Rate</u> | <u>Average Monthly Bill</u> | <u>Monthly Cost Difference</u> |
|-------------|--------------------------------------|-----------------------|-------------------------------|-----------------------------|--------------------------------|
| 2017        | 10.00%                               | \$13.77               | \$0.651                       | \$41.75                     |                                |
| 2018        | 10.00%                               | \$15.14               | \$0.716                       | \$45.92                     | \$4.17                         |
| 2019        | 10.00%                               | \$16.66               | \$0.787                       | \$50.52                     | \$4.60                         |
| 2020        | 5.00%                                | \$17.49               | \$0.827                       | \$53.04                     | \$2.52                         |
| 2021        | 3.00%                                | \$18.02               | \$0.852                       | \$54.63                     | \$1.59                         |
| 2022        | 3.00%                                | \$18.56               | \$0.877                       | \$56.27                     | \$1.64                         |
| 2023        | 3.00%                                | \$19.11               | \$0.903                       | \$57.96                     | \$1.69                         |

|      |       |         |         |         |        |
|------|-------|---------|---------|---------|--------|
| 2024 | 3.00% | \$19.69 | \$0.930 | \$59.70 | \$1.74 |
|------|-------|---------|---------|---------|--------|

BUDGET IMPACT:

As this is a work session, there is no budget impact at this time.

ALTERNATIVES:

1. Provide direction to City Administration regarding the 2021-2025 CIP and 2021 Operating Budget, specifically with regard the Sewer CIP, sewer allocation transfer, and sewer rate increase.
2. Postpone the discussion.

STAFF RECOMMENDATION:

Provide direction to City Administration regarding the 2021-2025 CIP and 2021 Operating Budget.

There were several key elements to the development of staff's recommendation, they include:

- Maintaining an adequate amount of funding for the CIP projects;
- Avoiding deferment of necessary sewer maintenance;
- Respecting the recommendations from the Sewer Allocation Study;
- Providing a stable rate structure;
- Providing a fee structure that is comparable to the market;
- Adhering to the City's standard sewer utility fund balance;
- Maintaining the health and viability of the fund for future years.

ATTACHMENTS:

1. Sewer Fund (30) Forecast
2. Sewer Fund (30) Worksheet
3. Sewer Fund CIP

# Sewer Fund (30)

Last Updated 09/30/2020

|                                              | 2018<br>Actual   | 2019<br>Actual   | 2020<br>Budget   | 2020<br>YTD      | 2020<br>Projected | 2021<br>Budget   | 2022<br>Projected | 2023<br>Projected | 2024<br>Projected | 2025<br>Projected  |
|----------------------------------------------|------------------|------------------|------------------|------------------|-------------------|------------------|-------------------|-------------------|-------------------|--------------------|
| <i>Beginning Fund Balance</i>                | \$420,915        | 531,261          | 979,986          | 979,986          | 979,986           | 857,587          | 772,065           | 749,710           | 1,004,136         | 1,142,217          |
| <b>Revenues</b>                              |                  |                  |                  |                  |                   |                  |                   |                   |                   |                    |
| <i>Projected Rate Increase</i>               | 10.00%           | 10.00%           | 5.00%            | 5.00%            | 5.00%             | 3.00%            | 3.00%             | 3.00%             | 3.00%             | 3.00%              |
| Sewer Charges                                | 1,320,195        | 1,471,357        | 1,516,737        | 1,061,640        | 1,415,520         | 1,457,986        | 1,562,239         | 1,609,106         | 1,657,379         | 1,707,101          |
| Sewer Tap Fees                               | 41,850           | 36,500           | 30,000           | 43,750           | 58,333            | 59,500           | 30,450            | 30,907            | 31,370            | 31,841             |
| Sewer Impact Fees                            | 34,650           | 94,076           | 50,000           | 41,250           | 55,000            | 50,000           | 50,750            | 51,511            | 52,284            | 53,068             |
| MOAW Bill Collection Payment                 | 444              | 442              | -                | -                | -                 | -                | 550               | 550               | 550               | 550                |
| Grinder Pump Administrative Fee              | 4,620            | 4,620            | 4,620            | 3,465            | 4,620             | 4,712            | 4,620             | 4,620             | 4,620             | 4,620              |
| Interest Income                              | 4,160            | 4,407            | 4,500            | 2,418            | 3,224             | 3,500            | 5,050             | 5,101             | 5,152             | 5,203              |
| Transfer from Sewer CIP (33)                 | -                | -                | -                | -                | -                 | -                | -                 | -                 | -                 | -                  |
| Miscellaneous                                | -                | 22,317           | -                | -                | -                 | -                | -                 | -                 | -                 | -                  |
| <b>Sewer Fund Revenues:</b>                  | <b>1,405,918</b> | <b>1,633,719</b> | <b>1,605,857</b> | <b>1,152,523</b> | <b>1,536,697</b>  | <b>1,575,698</b> | <b>1,653,659</b>  | <b>1,701,795</b>  | <b>1,751,355</b>  | <b>1,802,383</b>   |
| <b>Total Sources:</b>                        | <b>1,826,833</b> | <b>2,164,980</b> | <b>2,585,843</b> | <b>2,132,509</b> | <b>2,516,683</b>  | <b>2,433,285</b> | <b>2,425,724</b>  | <b>2,451,505</b>  | <b>2,755,492</b>  | <b>2,944,600</b>   |
| <b>Expenditures</b>                          |                  |                  |                  |                  |                   |                  |                   |                   |                   |                    |
| Operating Expenses                           | 540,078          | 548,872          | 571,539          | 395,249          | 576,214           | 606,543          | 617,885           | 629,448           | 641,235           | 653,253            |
| Capital Expenses                             | 244,753          | 229,426          | 826,700          | 156,571          | 621,020           | 573,800          | 561,500           | 300,700           | 439,000           | 3,100,000          |
| Debt Service                                 | 181,267          | 186,746          | 181,862          | 129,912          | 181,862           | 180,877          | 176,629           | 177,221           | 173,039           | 30,416             |
| Transfer to General Fund - Admin Fee         | 190,000          | 230,000          | 280,000          | 210,000          | 280,000           | 300,000          | 320,000           | 340,000           | 360,000           | 380,000            |
| Other Transfers                              |                  |                  |                  |                  |                   |                  |                   |                   |                   |                    |
| <b>Sewer Fund Expenditures:</b>              | <b>1,156,098</b> | <b>1,195,044</b> | <b>1,860,101</b> | <b>891,731</b>   | <b>1,659,096</b>  | <b>1,661,220</b> | <b>1,676,014</b>  | <b>1,447,369</b>  | <b>1,613,274</b>  | <b>4,163,669</b>   |
| <b>Estimated Working Capital (deficit) :</b> | <b>670,736</b>   | <b>969,936</b>   | <b>725,742</b>   | <b>1,240,778</b> | <b>857,587</b>    | <b>772,065</b>   | <b>749,710</b>    | <b>1,004,136</b>  | <b>1,142,217</b>  | <b>(1,219,069)</b> |
| <b>TARGET*</b>                               | \$363,786        | \$381,464        | \$394,747        | \$281,224        | \$395,915         | \$407,513        | \$411,100         | \$419,583         | \$423,348         | \$288,729          |

| Sewer Fund (30) Revenues and Expenses |                                 |                                                                                                                                                |          |             |             |             |               |                |             |
|---------------------------------------|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------|-------------|-------------|---------------|----------------|-------------|
| Type                                  | Account                         | Description                                                                                                                                    | Account  | 2018 Actual | 2019 Actual | 2020 Budget | YTD 9/30/2020 | 2020 Projected | 2021 Budget |
| Rev: Sewer                            | Beginning Fund Balance          | Projected carryover from prior year.                                                                                                           |          | 420,915     | 531,261     | 979,986     | 979,986       | 979,986        | 857,587     |
|                                       | Sewer Charges                   | Charges levied on all utility customers for use of the City's sewer system.                                                                    | 41501-00 | 1,320,195   | 1,474,757   | 1,516,737   | 1,061,640     | 1,415,520      | 1,457,986   |
|                                       | Sewer Tap Fees                  | Fees required to connect to the City's sewer system (\$1,500/new home).                                                                        | 41502-00 | 41,850      | 36,500      | 30,000      | 43,750        | 58,333         | 59,500      |
|                                       | Sewer Impact Fees               | Fees required to compensate the City for the increased demand on the sewer system (\$1,400/new home).                                          | 41502-01 | 34,650      | 94,076      | 50,000      | 41,250        | 55,000         | 50,000      |
|                                       | MOAW Bill Collection Payment    | Money received from Missouri American Water for accepting water bills at City Hall.                                                            | 41503-00 | 444         | 442         |             |               | 0              |             |
|                                       | Grinder Pump Administration Fee | A fee paid by the Riss Lake Home Owner's Association for collecting and remitting monthly Riss Lake Subdivision grinder pump maintenance fees. | 41504-00 | 4,620       | 4,620       | 4,620       | 3,465         | 4,620          | 4,712       |
| Revenues: Sewer                       |                                 |                                                                                                                                                |          | 1,401,759   | 1,610,395   | 1,601,357   | 1,150,105     | 1,533,473      | 1,572,198   |
| Rev: Interest                         | Interest Income                 | Interest earned from sewer fund investments.                                                                                                   | 41701-00 | 4,160       | 4,407       | 4,500       | 2,418         | 3,224          | 3,500       |
| Revenues: Interest Income             |                                 |                                                                                                                                                |          | 4,160       | 4,407       | 4,500       | 2,418         | 3,224          | 3,500       |
| Rev: Misc                             | Miscellaneous                   | Includes reimbursements from entities for sewer related expenses.                                                                              | 41804-00 |             | 22,317      |             |               | 0              |             |
| Revenues: Misc                        |                                 |                                                                                                                                                |          | -           | 22,317      | -           | -             | -              | -           |
| Sewer Fund (30) Revenues              |                                 |                                                                                                                                                |          | 1,405,918   | 1,637,119   | 1,605,857   | 1,152,523     | 1,536,697      | 1,575,698   |
| Total Sources                         |                                 |                                                                                                                                                |          | 1,826,833   | 2,168,380   | 2,585,843   | 2,132,509     | 2,516,683      | 2,433,285   |

| Sewer Fund (30) Revenues and Expenses |                          |                                                                                                                                                           |          |             |             |             |               |                |             |
|---------------------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------|-------------|-------------|---------------|----------------|-------------|
| Type                                  | Account                  | Description                                                                                                                                               | Account  | 2018 Actual | 2019 Actual | 2020 Budget | YTD 9/30/2020 | 2020 Projected | 2021 Budget |
| Exp: Personnel                        | Salaries                 | The total salaries for sewer billing duties. A portion of staff salaries are covered by the Sewer Administrative Fee, as related to sewer work performed. | 01-01-00 | 17,938      | 20,367      | 21,094      | 13,040        | 21,149         | 29,137      |
|                                       | FICA & Medicare          | This is the City's share of FICA & Medicare cost for its employees.                                                                                       | 01-21-00 | 1,909       | 1,555       | 1,650       | 994           | 1,325          | 2,229       |
|                                       | Professional Development | Cost of educational seminars and conferences attended by Sewer employees.                                                                                 | 01-41-00 |             | 358         | 500         |               | 0              | 500         |
|                                       | Retirement               | The City's LAGERS contribution for 2020 is 11.3% of general employee salaries.                                                                            | 01-22-00 | 425         | -           | 2,450       |               | 0              | 3,292       |
| Expenses: Personnel                   |                          |                                                                                                                                                           |          | 20,272      | 22,280      | 25,694      | 14,034        | 22,474         | 35,158      |
| Exp: Insurance                        | Property & Liability     | Premium payment for the City's property & liability coverage.                                                                                             | 02-01-00 | 1,313       | -           | 1,400       |               | 1,400          | -           |
|                                       | Health, Life, & Dental   | The City offers health, dental, and life insurance to its employees and subsidizes a portion of the premium. Reflects premium increases for employees.    | 02-02-00 | 2,761       | 3,183       | 3,533       | 1,945         | 3,339          | 3,673       |
|                                       | Workers Compensation     | The workers compensation premium that covers all sewer employees.                                                                                         | 02-03-00 | 63          | -           | -           |               | 0              | -           |
| Expenses: Insurance                   |                          |                                                                                                                                                           |          | 4,137       | 3,183       | 4,933       | 1,945         | 4,739          | 3,673       |
| Exp: Utilities                        | Telephone & Voicemail    | The charges for local and long distance telephone service for the sewer plant and lift station dialers.                                                   | 03-01-00 | 212         | -           | -           |               | 0              | -           |
|                                       | Electricity              | Electric utility charges for the sewer plant and pump stations.                                                                                           | 03-02-00 | 42,710      | 43,458      | 46,000      | 25,015        | 44,000         | 46,000      |
|                                       | Water                    | Water utility charges for the sewer plant.                                                                                                                | 03-04-00 | 1,190       | 1,016       | 1,500       | 660           | 1,000          | 1,500       |
|                                       | Wi-Fi                    | The cost of the Wi-Fi hotspot at the sewer plant for internet access.                                                                                     | 03-06-00 | 480         |             | -           |               | 0              | -           |
|                                       | Trash Hauling            | The charges for trash hauling at the sewer plant (\$70/year for Main Lift Station dumpster and \$356.52/year for Sewer Plant dumpster).                   | 03-09-00 | 120         | 160         | 400         |               | 400            | 400         |
| Expenses: Utilities                   |                          |                                                                                                                                                           |          | 44,712      | 44,634      | 47,900      | 25,675        | 45,400         | 47,900      |
| Exp: Office Expenses                  | Office Supplies          | This includes items such as stationery, pens/pencils, folders, etc. as well as computer accessories, meeting supplies and general consumables.            | 05-01-00 | 217         | 331         | 150         |               | 0              | 150         |
|                                       | Postage                  | All postage and shipping costs, along with any incidental charges.                                                                                        | 05-02-00 | 5,514       | 6,145       | 7,000       | 5,658         | 7,544          | 7,000       |
|                                       | Delinquencies            | Administrative costs related to delinquency collections such as water shut off costs, filing property liens, and certified letters.                       | 05-06-00 | 1,454       | 1,253       | 100         | 158           | 210            | 100         |
|                                       | Printing                 | Expenses for printing work not performed by City personnel. This includes items such as business cards, forms, letterhead, and books.                     | 05-04-00 | 1,770       | 1,796       | 2,000       | 314           | 418            | 2,000       |
| Expenses: Office Expenses             |                          |                                                                                                                                                           |          | 8,954       | 9,524       | 9,250       | 6,129         | 8,172          | 9,250       |

| Sewer Fund (30) Revenues and Expenses |                                       |                                                                                                                                                                                                    |          |             |             |             |               |                |             |
|---------------------------------------|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------|-------------|-------------|---------------|----------------|-------------|
| Type                                  | Account                               | Description                                                                                                                                                                                        | Account  | 2018 Actual | 2019 Actual | 2020 Budget | YTD 9/30/2020 | 2020 Projected | 2021 Budget |
| Exp: Maintenance                      | Building Maintenance & Repair         | General maintenance for the sewer plant. Includes crane for the new storage building, containment for diesel storage, soffit on sewer building, flashing on storage building, and new garage door. | 06-01-00 | 17,752      | 3,429       | 20,000      | 27,052        | 32,000         | 25,000      |
|                                       | Pump Stations Maintenance             | General maintenance for six pump stations in the City. Includes valves on FF Hwy pump station.                                                                                                     | 06-12-00 | 7,737       | 20,071      | 20,000      | 6,960         | 15,000         | 25,000      |
|                                       | Vehicle Repair & Maintenance          | Maintenance for sewer vehicles. Include new tires for sewer truck.                                                                                                                                 | 06-21-00 | 1,170       | 213         | 250         |               | 500            | 250         |
|                                       | Tractor / Lawn Mowing Equipment       | Maintenance for the sewer plant tractor and lawn equipment.                                                                                                                                        | 06-21-02 | 1,627       | 800         | 1,500       | 274           | 400            | 1,000       |
|                                       | Vehicle Gas & Oil                     | Fuel for sewer division vehicles.                                                                                                                                                                  | 06-22-00 | 871         | 754         | 1,200       | 365           | 600            | 1,000       |
|                                       | Equipment Gas & Oil                   | Fuel for sewer equipment, including the tractor, mower, and generator.                                                                                                                             | 06-22-01 | 25          | 1,202       | 1,500       | 21            | 1,200          | 1,500       |
|                                       | Software Support Agreement            | Annual software maintenance for Data Tech Summit sewer billing software.                                                                                                                           | 06-33-00 | 2,750       | 2,867       |             |               | 0              |             |
| Expenses: Maintenance                 |                                       |                                                                                                                                                                                                    |          | 31,931      | 29,336      | 44,450      | 34,672        | 49,700         | 53,750      |
| Exp: City Services                    | Line Repairs                          | This covers emergency repairs to sewer lines and manholes. Root control and unexpected clogs. It does not cover repairs budgeted in the sewer CIP.                                                 | 07-34-00 | 40,471      | 38,132      | 30,000      | 32,913        | 38,000         | 40,000      |
|                                       | One Call Utility Locating             | This is a fee charged to the City for every One Call sewer utility locate requested in the City limits.                                                                                            | 07-42-00 | 255         | 340         | 2,000       | 85            | 200            | 2,500       |
|                                       | KC Water Dept.                        | Fees paid to the KCMO Water Department for sewer service provided to some Parkville residents.                                                                                                     | 07-82-00 | 30,505      | 30,728      | 32,000      | 23,482        | 31,310         | 32,000      |
|                                       | Platte County Regional Sewer District | Fees paid to the PCRSD for wastewater treatment for Parkville residents formerly served by Eastside Pump station.                                                                                  |          | 20,145      | 21,040      | 17,600      | 8,879         | 11,839         | 17,600      |
|                                       | Odor Control                          | Chemical used to mitigate odors from sewer lines.                                                                                                                                                  | 07-91-00 | 10,549      | 18,789      | 24,000      | 19,080        | 28,800         | 29,000      |
| Expenses: City Services               |                                       |                                                                                                                                                                                                    |          | 101,925     | 109,029     | 105,600     | 84,439        | 110,149        | 121,100     |
| Exp: Professiona                      | Engineering Fees                      | This covers the fees for work performed by the City Contract Engineer for the sewer system, including SSES Program engineering and management.                                                     | 08-03-00 | 16,200      | 14,755      | 16,000      | 10,973        | 14,000         | 16,000      |
|                                       | Management Contract                   | Contract with Alliance Water Resources to operate the sewer plant.                                                                                                                                 | 08-04-00 | 299,688     | 305,310     | 305,712     | 203,808       | 305,712        | 305,712     |
|                                       | Credit Card Fees                      | Costs associated with processing credit card transactions.                                                                                                                                         | 08-07-00 | 6,463       | 8,071       | 8,000       | 7,106         | 9,474          | 10,000      |
|                                       | Sewer Refunds                         | Refunds for bill over payments                                                                                                                                                                     | 08-08-00 | 1,502       | 330         | 500         | 1,979         | 2,639          | 500         |
| Expenses: Professional Fees           |                                       |                                                                                                                                                                                                    |          | 323,853     | 328,466     | 330,212     | 223,866       | 331,826        | 332,212     |
| Exp: Other Exp.                       | Miscellaneous                         | Miscellaneous includes uncategorized expenses.                                                                                                                                                     | 09-21-00 | 2,380       | 493         | 1,500       | 2,535         | 1,800          | 1,500       |
|                                       | DNR Fees                              | Annual fee to the Missouri Department of Natural Resources based on the number of sewer connections in the City.                                                                                   | 09-22-00 | 1,913       | 1,927       | 2,000       | 1,954         | 1,954          | 2,000       |
| Expenditures: Other Expenditures      |                                       |                                                                                                                                                                                                    |          | 4,293       | 2,420       | 3,500       | 4,488         | 3,754          | 3,500       |

| Sewer Fund (30) Revenues and Expenses      |                                         |                                                                                                                                                                                                                |          |             |             |             |               |                |             |
|--------------------------------------------|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------|-------------|-------------|---------------|----------------|-------------|
| Type                                       | Account                                 | Description                                                                                                                                                                                                    | Account  | 2018 Actual | 2019 Actual | 2020 Budget | YTD 9/30/2020 | 2020 Projected | 2021 Budget |
| Exp: Capital Outlay                        | Equipment & Machinery                   | Includes purchase of zero turn mower for maintenance of the sewer plant and pump stations (\$17,000) and DO Meter Unit (\$20,500).                                                                             | 04-31-00 | 7,691       | 26,638      | -           | 36,026        | 36,026         | 37,500      |
|                                            | Sewer Plant Improvements                | Improvements to the sewer plant operations. Replace clarifier floor (\$54,000), mixer for sewer plant (\$12,000) and replace UV bulbs/sleeves/ballasts (\$14,000). 2020 Carryover: Clarifier Drive (\$16,000). | 04-51-00 | 8,876       |             | 75,900      | 5,806         | 56,232         | 96,000      |
|                                            | Pump Station Improvements               | Improvements to pump stations. Includes FF Hwy Pump Station Repairs (\$140,000)                                                                                                                                | 04-61-00 | 80,466      |             | -           |               | 0              | 140,000     |
|                                            | Line Maintenance                        | Includes 2021 CCTV & Cleaning (\$60,300); and Sanitary Sewer Repairs (\$240,000).                                                                                                                              | 06-42-00 | 147,720     | 202,788     | 750,800     | 114,738       | 528,762        | 300,300     |
|                                            | Other Maintenance                       | No other maintenance planned for 2020.                                                                                                                                                                         | 06-99-00 |             |             | -           |               | 0              | -           |
|                                            | <b>Expenditures: Capital Outlay</b>     |                                                                                                                                                                                                                |          | 244,753     | 229,426     | 826,700     | 156,571       | 621,020        | 573,800     |
| Exp: Transfers                             | Administration Transfer to General Fund | Administrative salaries for sewer related work, Missouri One Call services, and other sewer related administrative                                                                                             | 08-06-00 | 190,000     | 230,000     | 280,000     | 210,000       | 280,000        | 300,000     |
|                                            | SRF Principal Transfer                  | Funds are transferred to Debt Service for SRF payments.                                                                                                                                                        | 12-11-00 | 155,000     | 160,000     | 160,000     | 120,000       | 160,000        | 160,000     |
|                                            | SRF Interest Transfer                   | Funds are transferred to Debt Service for SRF payments.                                                                                                                                                        | 12-11-01 | 20,432      | 16,267      | 16,000      | 9,684         | 16,000         | 15,957      |
|                                            | SRF Admin Fee Transfer                  | Funds are transferred to Debt Service for SRF payments.                                                                                                                                                        | 12-11-02 | 5,834       | 10,479      | 5,862       | 228           | 5,862          | 4,920       |
| <b>Expenditures: Transfers</b>             |                                         |                                                                                                                                                                                                                |          | 371,267     | 416,746     | 461,862     | 339,912       | 461,862        | 480,877     |
| <b>Total Sewer Fund (30) Expenditures</b>  |                                         |                                                                                                                                                                                                                |          | 1,156,098   | 1,195,044   | 1,860,101   | 891,731       | 1,659,096      | 1,661,220   |
| <b>Ending Fund Balance Sewer Fund (30)</b> |                                         |                                                                                                                                                                                                                |          | 670,736     | 973,336     | 725,742     | 1,240,778     | 857,587        | 772,065     |

| Division      | Type      | New or Replacement? | Name                           | Project Description                                                                                                                                                                                                                                               | Comments                                                                                                                                                                                            | Funding Source    | Total Cost   | 2020       | 2021       | 2022       | 2023       | 2024         | 2025         | Future | Column1                  |
|---------------|-----------|---------------------|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------|------------|------------|------------|------------|--------------|--------------|--------|--------------------------|
| Sewer         | Equipment | Replacement         | RAS Pump AFD's                 | Replacement of three RAS Pump drives that control the pump speed at WWTP.                                                                                                                                                                                         | Replace three adjustable frequency drives, one per year for three years. Replace one return activated sludge pumps. These pumps recycle the organisms that perform the biological treatment.        | 100% Sewer Fund   | \$ 5,400     | 5400       |            |            |            |              |              |        | Equipment & Machinery    |
| Sewer         | Equipment | Replacement         | RAS Pump Replacement           | Replace RAS Pump at WWTP                                                                                                                                                                                                                                          |                                                                                                                                                                                                     | 100% Sewer Fund   | \$ 24,500    | \$ 11,500  |            |            | \$ 13,000  |              |              |        | Equipment & Machinery    |
| Sewer         | Equipment | Replacement         | Digester Blowers               | Replacement of two digester blowers at WWTP.                                                                                                                                                                                                                      | These are rotary lobe blowers that force air into the digester sludge mixture. Includes replacing the bare blower units.                                                                            | 100% Sewer Fund   | \$ 17,000    |            |            | \$ 17,000  |            |              |              |        | Equipment & Machinery    |
| Sewer         | Equipment | Replacement         | Zero Turn Mower                |                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                     | 100% Sewer Fund   | \$ 17,000    |            | \$ 17,000  |            |            |              |              |        |                          |
| Sewer         | Equipment | Replacement         | Clarifier Drive                |                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                     | 100% Sewer Fund   |              |            | \$ 16,000  |            |            |              |              |        |                          |
| Sewer         | Equipment | Replacement         | Aeration Blowers               | Rebuild/Replace aeration blower at the WWTP. One blower replaced in 2017.                                                                                                                                                                                         | Sequentially rebuild the two aeration blowers installed in 2009. These are used to bubble air inside the activated sludge tanks.                                                                    | 100% Sewer Fund   | \$ 15,000    |            |            | \$ 15,000  |            |              |              |        | Equipment & Machinery    |
| Sewer         | Equipment | Replacement         | RAS Flow Meters                | Modify flow meters                                                                                                                                                                                                                                                | Modify flow meters to measure flow rate for process control.                                                                                                                                        | 100% Sewer Fund   | \$ 34,000    | \$ 34,000  |            |            |            |              |              |        | Equipment & Machinery    |
| Sewer         | Project   | Replacement         | McAfee Forcemain Improvements  | Reconstruct the forcemain from English Landing Park to the WWTP                                                                                                                                                                                                   | This will require multiple phases of construction.                                                                                                                                                  | 100% Sewer Fund   | \$ 1,275,000 | \$ 475,000 |            |            |            | \$ 100,000   | \$ 700,000   |        |                          |
| Sewer         | Project   | Replacement         | Clarifier Floor                | Replacement of Clarifier Floor. One in 2016 and the other in 2018.                                                                                                                                                                                                | Includes removal and replacement of the grout topping on the clarifier floor. Includes grit removal, third clarifier, sludge dewatering, controls and blower replacement.                           | 100% Sewer Fund   | \$ 54,000    |            | \$ 54,000  |            |            |              |              |        | Sewer Plant Impvts       |
| Sewer         | Project   | Replacement         | WWTF Treatment Upgrades        | Upgrade the treatment processes at the Sewer Plant.                                                                                                                                                                                                               | Install effluent pump station to protect the UV building from the flood water of Rush Creek.                                                                                                        | Possible SRF Loan | \$ 2,300,000 |            |            |            | \$ 25,000  | \$ 75,000    | \$ 2,200,000 |        | Sewer Plant Impvts       |
| Sewer         | Project   | New                 | WWTF Effluent Pump Station     | Install new pump station to protect UV building.                                                                                                                                                                                                                  |                                                                                                                                                                                                     | 100% Sewer Fund   | \$ 220,000   |            |            | \$ 220,000 |            |              |              |        | Sewer Plant Impvts       |
| Sewer         | Equipment | Replacement         | WWTP Exterior Lighting         | Upgrade exterior lighting at the WWTP.                                                                                                                                                                                                                            |                                                                                                                                                                                                     | 100% Sewer Fund   | \$ 9,000     | \$ 9,000   |            |            |            |              |              |        | Sewer Plant Impvts       |
| Sewer         | Equipment | New                 | UV Bulbs, Sleeve & Ballasts    |                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                     | 100% Sewer Fund   | \$ 14,000    |            | \$ 14,000  |            |            |              |              |        | Sewer Plant Impvts       |
| Sewer         | Equipment | Replacement         | Self Priming Pump              | Engine Driven Trash Pump for By-Pass and Tank Cleaning. Can be used for flood response and system overflow bypasses.                                                                                                                                              | Portable Unit used to clean various pump station and plant basins. Manholes have not been inspected since 2007. Several manholes have been built since that time. The manhole database is outdated. | 100% Sewer Fund   | \$ 28,000    |            |            | \$ 28,000  |            |              |              |        | Equipment & Machinery    |
| Sewer         | Project   | New                 | Sewer Manhole Inspections      | Locate, open, inspect, and assess condition of manholes. Enter information into database and record photos. Update GIS map and database.                                                                                                                          |                                                                                                                                                                                                     | 100% Sewer Fund   | \$ 30,000    | \$ 30,000  |            |            |            |              |              |        | Line Maintenance         |
| Sewer         | Project   | New                 | Ongoing Sanitary Sewer Repairs | Maintenance based on CCTV results                                                                                                                                                                                                                                 |                                                                                                                                                                                                     | 100% Sewer Fund   | \$ 1,040,000 |            | \$ 240,000 | \$ 200,000 | \$ 200,000 | \$ 200,000   | \$ 200,000   |        | Line Maintenance         |
| Sewer         | Equipment | New                 | Mini Camera                    | Small CCTV camera for smaller segments of pipes                                                                                                                                                                                                                   | Ongoing program, part of the SSES                                                                                                                                                                   | 100% Sewer Fund   | \$ 20,000    |            |            | \$ 20,000  |            |              |              |        | Line Maintenance         |
| Sewer         | Project   | New                 | CCTV                           | Program to clean and televise a portion of the 15,000 feet per year of the City's sewers. Phase 4 repairs focus on repairing aged and poor condition sewer pipes, prioritized in the line database. Includes lines discovered in the last two years of CCTV work. | program, will examine the entire system on an 8-year cycle. Goal is to perform and major project every two years, with enough volume to gain low unit pricing from specialty contractors.           | 100% Sewer Fund   | \$ 278,500   | \$ 30,000  | \$ 60,300  | \$ 61,500  | \$ 62,700  | \$ 64,000    |              |        | Line Maintenance         |
| Sewer         | Project   | Replacement         | Sanitary Sewer Phase 5         |                                                                                                                                                                                                                                                                   | The current pump station at FF Hwy is over 30-years-old and needs to be replaced.                                                                                                                   | 100% Sewer Fund   | \$ 215,800   | \$ 215,800 |            |            |            |              |              |        | Line Maintenance         |
| Sewer         | Project   | Replacement         | FF Hwy Pump Station Repair     | Rebuild/Replace FF Hwy Pump Station                                                                                                                                                                                                                               |                                                                                                                                                                                                     | 100% Sewer Fund   | \$ 140,000   |            | \$ 140,000 |            |            |              |              |        | Pump Station Maintenance |
| Sewer         | Project   | Replacement         | Mixer for Sewer Plant          | Replacement of the mixer at the sewer plant                                                                                                                                                                                                                       | The existing mixer needs to be replaced. It has been repaired numerous times over the past few years to help extend its life.                                                                       | 100% Sewer Fund   | \$ 12,000    |            | \$ 12,000  |            |            |              |              |        | Sewer Plant Impvts       |
| Sewer         | Project   | New                 | DO Meter Unit                  | Replacement of DO Meter Unit                                                                                                                                                                                                                                      | The DO meter unit needs to be replaced.                                                                                                                                                             | 100% Sewer Fund   | \$ 20,500    |            | \$ 20,500  |            |            |              |              |        |                          |
| ANNUAL TOTALS |           |                     |                                |                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                     |                   | \$ 810,700   | \$ 573,800 | \$ 561,500 | \$ 300,700 | \$ 439,000 | \$ 3,100,000 | \$ -         |        |                          |
|               |           |                     |                                |                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                     |                   | 2020         | 2021       | 2022       | 2023       | 2024       | 2025         |              |        |                          |