

Agenda

1. Overview and Purpose of Planning Meeting
2. Review Budget Calendar
3. Review Mission Statement and City Values and Vision Statement
4. Review 2016 Projected Revenues
 - a. General Fund
 - b. Special Revenues
 - c. Utility Fund (Water and Wastewater Services)
 - d. Economic Development Tax
5. Review Capital Requests
6. Personnel Update
 - a. Classification Changes
 - b. Pay Scale
 - c. Personnel Costs
7. Miscellaneous Topics
 - a. Review Financial Policies and Practices
 - i. General Items
 - ii. GASB Changes
 - iii. Credit Card Use
 - b. Use of Left Over Funds for Streets - Mari
 - c. Downtown Street Plan – Glenn B.
 - i. One Way Streets
 - ii. Street Maintenance
 - d. Airport Hangars – Mari and Glenn
 - i. 80 x 80 Renovations
 - ii. ATC desire to purchase a larger hangar for jets
 - e. Body Camera Report - Jim
 - f. Emergency Warning System Update -Tom
 - g. Storage Building Report - Tom
 - h. Farmers Market - Mari
 - i. Parade Report - Ashley
 - j. Community Betterment
 - i. Adopt-a-Spot - Mari
 - ii. Truman Student Survey - Ashley
8. Review Performance Indicators
9. Review City Goals
10. Future Study Session Topics
11. Summary and Wrap Up

OVERVIEW AND PURPOSE OF BUDGET PLANNING MEETING

This is an opportunity for the City Council to evaluate the progress that has been made so far in the current fiscal year and formulate goals for the next fiscal year.

These goals are important as they help to guide staff in the preparation of the upcoming budget.

This meeting will be most effective if policy interests are discussed in broad, general topics and directions. However, there may be a few specific policy interests that you may want to give studied consideration.

Based upon the need to complete certain tasks for budgeting purposes, there are certain topics that must be discussed.

- Review of Revenues
- Review of Capital List – Wants and Needs
- Status of City Council Goals

Other issues included on the agenda are a result of directives from Council, issues that have arisen over the course of the year, or simply topics to spark discussion.

You are not restricted in your discussion to only those items identified on the agenda. Bring forth any subject you deem important to discuss as it relates to planning for the City's short and long term future.

Keep in mind time constraints. Consensus should not be expected on each topic so spending too much time on one subject could inhibit the productivity of this meeting.

If there is an unresolved topic it will be brought forth at a future study session.

Before we conclude this meeting, the Council should have at least completed the following:

- Provide overall direction for the budget to include
 - Approval of the Revenues
 - General Support for the Proposed Capital Purchases
 - Personnel (any special issues to be addressed)
- Consensus on City Council Goals for 2015

RULES TO LIVE BY

- Success depends on the participants. Everyone should participate and express their ideas, questions, and concerns.
- Everyone must actively listen. Listen for understanding, absorb what is being said
- Be receptive, positive, open and non-judgmental to new ideas.
- Be receptive, positive, open and non-judgmental to new ideas.
- Conduct a civil dialogue meaning you can disagree without being disagreeable.
- Does it resolve a problem or address a need.

BUDGET CALENDAR FOR 2016 BUDGET

Dates important to the City Council

| | |
|------------------------------|---|
| September 14 | City Council Planning Meeting- 4:30 pm |
| September 15 | Review results of Council retreat and performance measurements with department heads. |
| September 21 | ** All Budget documents due and posted to Q-drive** |
| September 22 – October 5 | Follow-up with Departments (insure all required submittals are included and complete) |
| October 6-16 | City Manager budget review meetings with departments and follow-up meetings as necessary. |
| November 2 | Draft Budget submitted to City Council |
| November 9 | City Council review of Draft Budget |
| November 16 - December 14 | Preliminary budget available on website and in Administration for public inspection |
| December 7 | Public hearing on FY budget and first reading. Adoption of CY amendment ordinance. |
| December 21 | City Council adoption of FY budget. |
| January 1 | New Year begins. |
| January 31 | FY budget document distributed. |

MISSION STATEMENT

Through excellence in service, the
City of Kirksville will provide
responsible and ethical local
government

CITY CORE VALUES

Economic Development

Quality of Life

Fiscal Responsibility & Efficiency in Government

Protection of City Owned Assets

VISION STATEMENT

Our Vision is to be the best city to the citizens we serve
meeting their needs and expectations both today and
tomorrow

REVENUES

| 2016 Budget Detail | | | | | | | | | | |
|----------------------|--|----------------|----------------|---------------|----------------|----------------|----------------|------------------------|----------------|------------------------|
| General Fund Revenue | | | | | | | | | | |
| 10-0000 | | | | | | | | | | |
| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
| 3010 | Real Estate Taxes | | | | | | | | | |
| | Budget & YTD Actual | | 769,253 | 177 | | 177 | 750,913 | | | |
| | Ad valorem tax levied on all real property based upon assessed valuation established by County Assessor. Assessment formula: residential 19%, agriculture 12% and commercial and industrial 32%. Based on 2015 assessment plus new construction; net of uncollectibles of 4.4%, TIF allocation and collection costs of 4%. Revenue growth of .7% allowed for reassessment and new construction only. | 765,173 | 769,253 | | 759,572 | 759,572 | | | | |
| | 3010 Total | 765,173 | 769,253 | 177 | 759,572 | 759,749 | 750,913 | 8,836 | (9,504) | 5,424 |
| 3020 | Personal Property Taxes | | | | | | | | | |
| | Budget & YTD Actual | | 203,205 | 134 | | 134 | 224,035 | | | |
| | Ad valorem tax levied on all personal property based upon assessed valuation established by County Assessor. Assessment formula: 33 1/3% of value. Based on 2015 assessment, net of uncollectibles of 4.7% and collection costs of 4% | 246,680 | 203,205 | | 234,942 | 234,942 | | | | |
| | 3020 Total | 246,680 | 203,205 | 134 | 234,942 | 235,076 | 224,035 | 11,041 | 31,871 | 11,604 |
| 3030 | Business Surtax | | | | | | | | | |
| | Budget & YTD Actual | | 68,703 | 1,482 | | 1,482 | 70,240 | | | |
| | Tax assessed on business realty, railroad and utility property by County Collector. 2015: Based on 3 year average collection history. | 69,051 | 68,703 | | 67,511 | 67,511 | | | | |
| | 3030 Total | 69,051 | 68,703 | 1,482 | 67,511 | 68,993 | 70,240 | (1,247) | 290 | 58 |
| 3040 | Railroad & Utility | | | | | | | | | |
| | Budget & YTD Actual | | 63,319 | - | | - | 68,228 | | | |
| | Tax assessed on railroad tracks, utility lines and all other movable property owned or leased by railroad and utility companies. Assessed value increased in 2015 by 10%. Increased value 1% assumed for 2016. | 69,483 | 63,319 | | 68,795 | 68,795 | | | | |
| | 3040 Total | 69,483 | 63,319 | - | 68,795 | 68,795 | 68,228 | 567 | 5,476 | 688 |
| 3050 | Financial Institution | | | | | | | | | |
| | Budget & YTD Actual | | 20,535 | 7 | | 7 | 22,045 | | | |
| | Tax paid to the State on net income by all banks, trust companies, credit institutions and insurance companies. Variable source of revenue dependent upon each institution's write offs and capital improvements. 2015 based upon 5 year average collections. Same value assumed for 2016. | 21,640 | 20,535 | | 21,633 | 21,633 | | | | |
| | 3050 Total | 21,640 | 20,535 | 7 | 21,633 | 21,640 | 22,045 | (405) | 1,105 | - |
| 3060 | Prior & Delinquent | | | | | | | | | |
| | Budget & YTD Actual | | 48,861 | 43,914 | | 43,914 | 65,703 | | | |
| | Property taxes unpaid as of January 1. Additional penalties assessed on unpaid balances. Average collection rate is 90% on real and 70% on personal delinquent taxes. 2015: based upon estimated delinquency for 2014. | 53,946 | 48,861 | | 16,873 | 16,873 | | | | |
| | 3060 Total | 53,946 | 48,861 | 43,914 | 16,873 | 60,787 | 65,703 | (4,916) | 11,926 | (6,841) |
| 3070 | Payment in Lieu of Taxes - PILOT | | | | | | | | | |
| | Budget & YTD Actual | | 374,910 | 220,494 | | 220,494 | 345,477 | | | |
| | Tax in lieu of property taxes on realty owned by the Kirksville Housing Authority. Payment limited to 10% of gross rents based on tax lev. 2015 & 2016: based on 3 year avg. 5% franchise fee of gross receipts of water/sewer/stormwater charges. Offset costs of General Fund for operations. | 2,769 | 2,500 | | 2,769 | 2,769 | | | | |
| | | 397,083 | 372,410 | | 145,109 | 145,109 | | | | |

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|---|-----------|-----------|-----------|-----------|-----------|-----------|----------|----------|--------|
| 3080 General Sales Tax | | | | | | | | | |
| Budget & YTD Actual | | 2,782,890 | 1,209,720 | | 1,209,720 | 2,736,617 | | | |
| 1% tax on all retail sales made within the city limits. MoDOR collects and charges 1% collection fee. | | | | | | | | | |
| Affected by e-commerce, gas prices, retail offerings in city, economic outlook and consumer attitudes. 2016: conservative growth .5% estimated. | 2,706,846 | 2,782,890 | | 1,483,659 | 1,483,659 | | | | |
| 3080 Total | 2,706,846 | 2,782,890 | 1,209,720 | 1,483,659 | 2,693,379 | 2,736,617 | (43,238) | (89,511) | 13,467 |
| 3085 General Local Use Tax | | | | | | | | | |
| Budget & YTD Actual | | 423,275 | 173,278 | | 173,278 | 405,387 | | | |
| 1% tax on all retail sales made online. MoDOR collects and charges 1% collection fee, effective Jan 2013. | | | | | | | | | |
| YTD 2015 based on 2014 YTD decrease of 3.96%. 2016: conservative growth 0.5% estimated. | 440,194 | 423,275 | | 264,726 | 264,726 | | | | |
| 3085 Total | 440,194 | 423,275 | 173,278 | 264,726 | 438,004 | 405,387 | 32,617 | 14,729 | 2,190 |
| 3100 Cigarette | | | | | | | | | |
| Budget & YTD Actual | | 80,000 | 38,914 | | 38,914 | 78,871 | | | |
| Tax on each package of cigarettes sold in the city. Tax is \$.0025 per cigarette. | | | | | | | | | |
| Volatile revenue source dependent upon sales made in the city. YTD 2015 sales 1.5% higher than 2014. 2016: based on projected 2015. | 80,000 | 80,000 | | 41,086 | 41,086 | | | | |
| 3100 Total | 80,000 | 80,000 | 38,914 | 41,086 | 80,000 | 78,871 | 1,129 | - | - |
| 3120 Utilities | | | | | | | | | |
| Budget & YTD Actual | | - | - | | - | - | | | |
| 5% franchise fee of gross receipts of water/sewer/stormwater charges. Offset costs of General Fund for operations. | | | | | | | | | |
| Moved to 3070 | - | - | | - | - | | | | |
| 3120 Total | - | - | - | - | - | - | - | - | - |
| 3130 Telephone | | | | | | | | | |
| Budget & YTD Actual | | 335,400 | 150,552 | | 150,552 | 333,210 | | | |
| 5% franchise tax levied on gross receipts of landline and wireless telecom companies. Settlements with protested wireless taxes of 2007-\$291,511, 2009-\$202,263 and 2010-\$129,204 | | | | | | | | | |
| YTD 2015 collections down 11.2% from 2014, using conservative 5.6% decrease. 2016: no change assuming wireless collections have stabilized. | 314,900 | 335,400 | | 164,348 | 164,348 | | | | |
| 3130 Total | 314,900 | 335,400 | 150,552 | 164,348 | 314,900 | 333,210 | (18,310) | (20,500) | - |
| 3140 Electric | | | | | | | | | |
| Budget & YTD Actual | | 984,900 | 447,300 | | 447,300 | 973,064 | | | |
| 4.76% franchise tax levied on gross receipts of AmerenUE and Tri-County Electric as the exclusive providers of electricity within the city. | | | | | | | | | |
| YTD 2015 collections 3.5% low than 2014, using conservative increase of 1.2% due to rate increase approval effective June 2015. 2016: based on projected 2015 with 1% increase. | 994,750 | 984,900 | | 537,600 | 537,600 | | | | |
| 3140 Total | 994,750 | 984,900 | 447,300 | 537,600 | 984,900 | 973,064 | 11,836 | - | 9,850 |
| 3150 Gas | | | | | | | | | |
| Budget & YTD Actual | | 292,500 | 197,292 | | 197,292 | 291,453 | | | |
| 5% franchise tax levied on gross receipts of Liberty Utilities the exclusive provider of natural gas within the city. | | | | | | | | | |
| YTD 2015 collections 6% higher than 2014, using conservative rate of 4%. Liberty Utilities increased rates effective 1/4/2015 by 10%. 2016: based on projected 2015 plus 1% increase. | 306,150 | 292,500 | | 105,818 | 105,818 | | | | |
| 3150 Total | 306,150 | 292,500 | 197,292 | 105,818 | 303,110 | 291,453 | 11,657 | 10,610 | 3,040 |

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|--|---------|---------|---------|---------|---------|---------|-------|--------|-------|--|
| 3170 Lodging Tax | | | | | | | | | | |
| Budget & YTD Actual | | 151,300 | 61,534 | | 61,534 | 160,132 | | | | |
| 3.6% tax imposed on sleeping rooms within the city limits. Enacted 1/1/07. City collects on behalf of the Kirksville Chamber of Commerce and retains 1% administrative fee of collections. | | | | | | | | | | |
| YTD 2015 9% higher than 2014 due to large events, using more conservative 3%. 2016: based on projected 2015 plus 1% due to new facility. | 164,940 | 151,300 | | 103,406 | 103,406 | | | | | |
| 3170 Total | 164,940 | 151,300 | 61,534 | 103,406 | 164,940 | 160,132 | 4,808 | 13,640 | - | |
| 3190 Business | | | | | | | | | | |
| Budget & YTD Actual | | 25,300 | 24,960 | | 24,960 | 25,685 | | | | |
| License fee paid by all businesses and contractors operating in the city. | | | | | | | | | | |
| YTD 2015 collections 4.5% increase from 2014, using conservative 2% YTD. 2016: based on projected 2015. | 26,200 | 25,300 | | 1,240 | 1,240 | | | | | |
| 3190 Total | 26,200 | 25,300 | 24,960 | 1,240 | 26,200 | 25,685 | 515 | 900 | - | |
| 3191 County License | | | | | | | | | | |
| Budget & YTD Actual | | 520 | 619 | | 619 | (32) | | | | |
| Merchants license fee collected on behalf of the county. This represents a 4% administrative fee. | | | | | | | | | | |
| YTD 2015 collections reflective of 3 yr average \$525, keep \$520. 2016: based on projected 2015 with 2% increase. | 530 | 520 | | (99) | (99) | | | | | |
| 3191 Total | 530 | 520 | 619 | (99) | 520 | (32) | 552 | - | 10 | |
| 3200 Liquor | | | | | | | | | | |
| Budget & YTD Actual | | 19,100 | 20,465 | | 20,465 | 19,918 | | | | |
| Revenue from liquor licenses issued for the sale or serving of liquor within the city. Renews annually July 1st. | | | | | | | | | | |
| YTD 2015 11.2% increase from 2014, using conservative 5.6% 2016: based on projected 2015. | 21,050 | 19,100 | | 585 | 585 | | | | | |
| 3200 Total | 21,050 | 19,100 | 20,465 | 585 | 21,050 | 19,918 | 1,132 | 1,950 | - | |
| 3210 Gross Sales | | | | | | | | | | |
| Budget & YTD Actual | | 233,260 | 103,652 | | 103,652 | 237,040 | | | | |
| Quarterly gross receipts tax on sales made by licenses retail businesses. \$.50 per \$1,000 of sales assessed over the first annual \$30,000. | | | | | | | | | | |
| YTD 2015 collections are up 10.4% from 2014 using 3.1% conservatively. 2016: based on projected 2015. | 244,390 | 233,260 | | 140,738 | 140,738 | | | | | |
| 3210 Total | 244,390 | 233,260 | 103,652 | 140,738 | 244,390 | 237,040 | 7,350 | 11,130 | - | |
| 3220 Building Permits | | | | | | | | | | |
| Budget & YTD Actual | | 72,670 | 46,813 | | 46,813 | 63,297 | | | | |
| Revenue from permitting of new construction, remodeling or demolition. Ensures adherence to code standards and to zoning ordinance. Permit charge based on fee schedule. | | | | | | | | | | |
| YTD 2015 collections are 36.5% higher than 2014. This account fluctuates during the year, therefore using original budget amount approx 15%. 2016: based 2014 actual plus 18% increase. | 74,690 | 72,670 | | 25,857 | 25,857 | | | | | |
| 3220 Total | 74,690 | 72,670 | 46,813 | 25,857 | 72,670 | 63,297 | 9,373 | - | 2,020 | |

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|---|---------|---------|---------|---------|---------|---------|---------|---------|-------|
| 3230 Gas Permits | | | | | | | | | |
| Budget & YTD Actual | | 325 | 156 | | 156 | 442 | | | |
| Fee charged for the inspection of all new gas hookups. \$13 per inspection, excluding new construction. | | | | | | | | | |
| YTD 2015 71% higher than 2014, keep steady based on 25 inspections annually. 2016: based on 3 year average of 35 inspections. | 455 | 325 | | 169 | 169 | | | | |
| 3230 Total | 455 | 325 | 156 | 169 | 325 | 442 | (117) | - | 130 |
| 3240 Boat Permits | | | | | | | | | |
| Budget & YTD Actual | | 14,600 | 5,918 | | 5,918 | 14,807 | | | |
| Permits are required on all boats that use Forest Lake. Annual or daily permits are available for purchase at the Finance Dept. or Forest Lake. | | | | | | | | | |
| YTD 2015 17.1% lower than 2014, using conservative 8.5%. Volatile revenue source based on weather, usage and lake patrol enforcement efforts. 2016: based projected 2015. | 13,550 | 14,600 | | 7,632 | 7,632 | | | | |
| 3240 Total | 13,550 | 14,600 | 5,918 | 7,632 | 13,550 | 14,807 | (1,257) | (1,050) | - |
| 3260 Trash Hauler Permits | | | | | | | | | |
| Budget & YTD Actual | | 30,200 | 6,972 | | 6,972 | 26,836 | | | |
| 4% gross receipts fee paid by all trash haulers operating within the city limits. Finance bills and collect for residential trash collection. Advanced Disposal commenced to remitting for commercial accounts after protesting paying since 2007. | | | | | | | | | |
| A stable revenue source. YTD 2015 collections 6.4% over 2014. 2016: based on projected 2015 plus 1% growth factor. | 28,840 | 30,200 | | 21,578 | 21,578 | | | | |
| 3260 Total | 28,840 | 30,200 | 6,972 | 21,578 | 28,550 | 26,836 | 1,714 | (1,650) | 290 |
| 3270 Motor Vehicle Sales Tax | | | | | | | | | |
| Budget & YTD Actual | | 133,950 | 71,313 | | 71,313 | 127,534 | | | |
| Distribution by State on sales tax collected statewide from sale of applicable vehicles. Tax is used for street maintenance, repairs and improvements. Cities receive 15% of one-half of state sales tax collected based upon 2010 census. conservative original budget of 5%. 2016: based on projected 2015 plus 1% growth factor. | 135,290 | 133,950 | | 62,637 | 62,637 | | | | |
| 3270 Total | 135,290 | 133,950 | 71,313 | 62,637 | 133,950 | 127,534 | 6,416 | - | 1,340 |
| 3280 Motor Vehicle Fuel Tax | | | | | | | | | |
| Budget & YTD Actual | | 461,570 | 183,764 | | 183,764 | 456,478 | | | |
| Distribution by State on allocation of fuel tax collected statewide from sale of gasoline. Tax is used for street maintenance, repairs and improvements. Cities receive 15% of fuel tax collected based upon 2010 census. | | | | | | | | | |
| YTD 2015 collections are 0.5% over 2014. Driving habits affected by pump prices. Using original 2015 forecast. 2016: based on projected 2015 plus 1% growth factor. | 466,200 | 461,570 | | 277,806 | 277,806 | | | | |
| 3280 Total | 466,200 | 461,570 | 183,764 | 277,806 | 461,570 | 456,478 | 5,092 | - | 4,630 |
| 3290 Motor Vehicle License | | | | | | | | | |
| Budget & YTD Actual | | 77,110 | 39,455 | | 39,455 | 67,826 | | | |
| Distribution by State on license fees collected statewide on applicable vehicles. Tax is used for street maintenance, repairs and improvement. Cities receive 15% of license fees collected in excess of amount collected as of 1/1/80 | | | | | | | | | |
| YTD 2015 collections are 24% higher than 2014. Remainder of 2015 forecast conservative increase of 12% 2016: based projected 2015 plus 1% growth factor. | 76,730 | 77,110 | | 36,515 | 36,515 | | | | |
| 3290 Total | 76,730 | 77,110 | 39,455 | 36,515 | 75,970 | 67,826 | 8,144 | (1,140) | 760 |

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|--|----------------|----------------|----------------|-----------------|----------------|---------------|----------------|---------------|----------------|
| 3300 State & Federal Grants | | | | | | | | | |
| Budget & YTD Actual | | 141,737 | 207,954 | | 207,954 | 82,069 | | | |
| Reimbursements from expenditure-driven grants that are for General Fund activities. | | | | | | | | | |
| Known grant applications, primarily for emergency services and FEMA reimbursements. | - | - | | | - | | | | |
| * 2015 EMPG-SEMA Emergency Mgmt Performance | 19,611 | 39,575 | | 19,611 | 19,611 | | | | |
| * 2016 EMPG-SEMA Emergency Mgmt Performance will apply | 19,611 | | | | - | | | | |
| * SHSGP Homeland Security for Fire Dept 11/1/15-10/31/2016 | 61,398 | - | | - | - | | | | |
| * 2016 SCCG State Computer Crime thru May-salary & benefits for 5 months + equipment and training | 37,763 | 30,209 | | - | - | | | | |
| * 2016 SCCG State Computer Crime June - December-salary & benefits for 7 months | - | - | | 30,576 | 30,576 | | | | |
| * 2017 SCCG State Computer Crime June thru December-will apply | 30,576 | | | - | - | | | | |
| * TSA-ending 9/30/2015 program \$ ran out in May | - | 2,700 | | - | - | | | | |
| * TSA-applied | 3,000 | | | - | - | | | | |
| * Bulletproof Vest Partnership | | 2,325 | | 1,725 | 1,725 | | | | |
| * MO ICAC Task Force-June 30 ending applied 2016 | 5,000 | 5,000 | | 1,441 | 1,441 | | | | |
| * Assistance to Fire Fighters- applied | 299,627 | | | - | - | | | | |
| * 2016 LLEBG Local Law Enforcement Block Grant applied | 9,549 | 9,190 | | - | - | | | | |
| * MO Dept. of Conservation (MDC)-Shooting Park-moved to CIST Fund | | 52,738 | | - | - | | | | |
| * new grant | 500 | | | - | - | | | | |
| * FEMA-4200-DR-MO PW 00180 to TST Fund-Brooke Street | | | | (82,176) | (82,176) | | | | |
| 3300 Total | 486,635 | 141,737 | 207,954 | (28,823) | 179,131 | 82,069 | 97,063 | 37,394 | 307,504 |
| 3310 Daily Admissions - AQ | | | | | | | | | |
| Budget & YTD Actual | | 49,325 | 36,327 | | 36,327 | 49,407 | | | |
| Fees dependent on patronage, volatile revenue source. | | | | | | | | | |
| ATSU user agreement | 9,000 | 10,000 | | 9,000 | 9,000 | | | | |
| 2016: based on 2015 projected. | 42,000 | 39,325 | | 12,513 | 12,513 | | | | |
| 3310 Total | 51,000 | 49,325 | 36,327 | 21,513 | 57,840 | 49,407 | 8,434 | 8,515 | (6,840) |
| 3320 Concessions - AQ | | | | | | | | | |
| Budget & YTD Actual | | 11,100 | 9,346 | | 9,346 | 11,072 | | | |
| Fees dependent on patronage, volatile revenue source. | | | | | | | | | |
| 2016: based on 2015 projected. | 12,050 | 11,100 | | 2,700 | 2,700 | | | | |
| 3320 Total | 12,050 | 11,100 | 9,346 | 2,700 | 12,046 | 11,072 | 974 | 946 | 4 |
| 3330 Activities Fees | | | | | | | | | |
| Budget & YTD Actual | | 24,500 | 22,041 | | 22,041 | 24,522 | | | |
| Revenues collected from participants in city-sponsored activities or shelter rentals. | | | | | | | | | |
| Fee charged is dependent on activity. YTD 2015 collections are 32.4% higher than 2014, using estimated amount from parks & rec. 2016: based on projected 2015. | 26,000 | 24,500 | | 3,959 | 3,959 | | | | |
| 3330 Total | 26,000 | 24,500 | 22,041 | 3,959 | 26,000 | 24,522 | 1,479 | 1,500 | - |
| 3331 Activity Fees - AQ | | | | | | | | | |
| Budget & YTD Actual | | 29,725 | 22,109 | | 22,109 | 31,801 | | | |
| Fee collected for Lessons | | | | | | | | | |
| Fee charged is dependent on activity. YTD 2015 collections are 1.6% higher than 2014, using estimated amount from parks & rec. 2016: based on projected 2015. | 29,100 | 29,725 | | 6,991 | 6,991 | | | | |
| 3331 Total | 29,100 | 29,725 | 22,109 | 6,991 | 29,100 | 31,801 | (2,701) | (625) | - |
| 3370 Clean-up Fee | | | | | | | | | |
| Budget & YTD Actual | | - | - | | - | - | | | |
| Fee collected from each residential customer that has active water service to offset out-of-pocket costs incurred with annual city clean-up. Fee is \$.50 per month. Discontinued February 2010. | - | - | | - | - | | | | |
| 3370 Total | - | - | - | - | - | - | - | - | - |

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|---|----------------|----------------|---------------|---------------|----------------|----------------|----------------|--------------|----------------|--|
| 3371 Pass Books-AQ | | | | | | | | | | |
| Budget & YTD Actual | | 52,100 | 48,443 | | 48,443 | 54,381 | | | | |
| Fees for Single and Family Passes | | | | | | | | | | |
| YTD 2015 10.3% increase over 2014, using estimated amounts from parks & rec. 2016: based on projected 2015. | 54,000 | 52,100 | | 10,007 | 10,007 | | | | | |
| 3371 Total | 54,000 | 52,100 | 48,443 | 10,007 | 58,450 | 54,381 | 4,070 | 6,350 | (4,450) | |
| 3390 Crime Compensation | | | | | | | | | | |
| Budget & YTD Actual | | 430 | 199 | | 199 | 288 | | | | |
| Collections on municipal ordinance violations, with the exception of parking tickets. Surcharge of \$7.50 per case is assessed, of which 95% is remitted to the State for crime victims compensation and 5% is retained by the General Fund. This represents the 5% retained. | | | | | | | | | | |
| Volatile revenue source dependent upon the number of violations. YTD 2015 collections are 20.6% higher than 2014. 2016 based 2015. | 350 | 430 | | 151 | 151 | | | | | |
| 3390 Total | 350 | 430 | 199 | 151 | 350 | 288 | 62 | (80) | - | |
| 3391 POST | | | | | | | | | | |
| Budget & YTD Actual | | 1,250 | - | | - | 733 | | | | |
| 100% paid to POST - POST sends a check back to the City in September. 2015 use 2 yr average. Same for 2016. | 855 | 1,250 | | 855 | 855 | | | | | |
| 3391 Total | 855 | 1,250 | - | 855 | 855 | 733 | 122 | (395) | - | |
| 3392 MO Sheriff's Retirement System | | | | | | | | | | |
| Budget & YTD Actual | | - | - | | - | - | | | | |
| 100% of the \$3 assessment per case paid to MOSRS | - | - | | - | - | | | | | |
| 3392 Total | - | - | - | - | - | - | - | - | - | |
| 3400 Fines & Costs | | | | | | | | | | |
| Budget & YTD Actual | | 105,500 | 49,423 | | 49,423 | 103,578 | | | | |
| Fines levied by the municipal judge for violations of city ordinances and traffic violations. | | | | | | | | | | |
| YTD 2015 collections are 7.5% higher than 2014 2016: projected 2015. | 111,345 | 105,500 | | 61,922 | 61,922 | | | | | |
| 3400 Total | 111,345 | 105,500 | 49,423 | 61,922 | 111,345 | 103,578 | 7,767 | 5,845 | - | |
| 3410 Police Training Collect | | | | | | | | | | |
| Budget & YTD Actual | | 1,600 | 1,070 | | 1,070 | 1,534 | | | | |
| Fee assessed on all moving violation convictions for Law Enforcement Training (LET)-\$2 for each violation | | | | | | | | | | |
| YTD 2014 collections are 23% lower than 2013, using conservative estimate of 12%. 2015: forecast based on average of 800 cases. | 1,600 | 1,600 | | 280 | 280 | | | | | |
| 3410 Total | 1,600 | 1,600 | 1,070 | 280 | 1,350 | 1,534 | (184) | (250) | 250 | |
| 3420 Police Report Charges | | | | | | | | | | |
| Budget & YTD Actual | | 1,830 | 865 | | 865 | 1,828 | | | | |
| Charges assessed for copies of accident reports. Fees vary based on service. | | | | | | | | | | |
| YTD 2015 collections are 20.4% higher than 2015 2016: projected stable 2015. | 1,845 | 1,830 | | 980 | 980 | | | | | |
| 3420 Total | 1,845 | 1,830 | 865 | 980 | 1,845 | 1,828 | 17 | 15 | - | |
| 3430 Parking Violations | | | | | | | | | | |
| Budget & YTD Actual | | 12,900 | 6,295 | | 6,295 | 14,990 | | | | |
| Fines assessed for parking violations. \$25 if paid within 14 days of issuance | | | | | | | | | | |
| YTD 2014 collections are 17% lower than 2013. 2015: projected stable 2014. | 12,900 | 12,900 | | 6,605 | 6,605 | | | | | |
| 3430 Total | 12,900 | 12,900 | 6,295 | 6,605 | 12,900 | 14,990 | (2,090) | - | - | |
| 3440 Court Administrative Charges Administrative | | | | | | | | | | |
| Budget & YTD Actual | | - | - | | - | - | | | | |
| Fees assessed to offset costs incurred with upgrade of new court software. \$10 per case. Never implemented and replaced with increase in fines/costs. | - | - | | - | - | | | | | |
| 3440 Total | - | - | - | - | - | - | - | - | - | |

| | | | | | | | | | | |
|---|---------|---------|---------|---------|---------|---------|--------|----------|--------|---|
| 3630 Loan Proceeds | | | | | | | | | | |
| Budget & YTD Actual | | - | - | - | - | - | - | - | - | - |
| Proceeds from lease financing arrangement to pay for upgrade of computer infrastructure. | | | | | | | | | | |
| 2015: No planned lease financing arrangements. | - | - | - | - | - | - | - | - | - | - |
| 3630 Total | - | - | - | - | - | - | - | - | - | - |
| 3720 Merchandise - AQ | | | | | | | | | | |
| Budget & YTD Actual | | 1,270 | 1,014 | | 1,014 | 1,402 | | | | |
| Fees dependent on patronage, volatile revenue source. | | | | | | | | | | |
| FY2015 up 18.1% from 2014, based on parks & rec information. 2016: projected 2015 | 1,400 | 1,270 | | 386 | 386 | | | | | |
| 3720 Total | 1,400 | 1,270 | 1,014 | 386 | 1,400 | 1,402 | (2) | 130 | - | |
| 3790 Management Fee - Wastewater | | | | | | | | | | |
| Budget & YTD Actual | | 169,650 | 98,963 | | 98,963 | 157,924 | | | | |
| 5% admin fee of sales of sewer charges. Offset costs of General Fund for operations. | | | | | | | | | | |
| Revised costing method effective 2008. Based on sewer charges as projected and budgeted. Adjusted to actual at year-end. | 190,288 | 169,650 | | 73,965 | 73,965 | | | | | |
| 3790 Total | 190,288 | 169,650 | 98,963 | 73,965 | 172,928 | 157,924 | 15,004 | 3,278 | 17,360 | |
| 3800 Management Fee - Water | | | | | | | | | | |
| Budget & YTD Actual | | 193,760 | 113,027 | | 113,027 | 178,539 | | | | |
| 5% admin fee of sales of water charges. Offset costs of General Fund for operations. | | | | | | | | | | |
| Revised costing method effective 2008. Based on water charges as projected and budgeted. Adjusted to actual at year-end. | 197,771 | 193,760 | | 70,623 | 70,623 | | | | | |
| 3800 Total | 197,771 | 193,760 | 113,027 | 70,623 | 183,650 | 178,539 | 5,111 | (10,110) | 14,121 | |
| 3810 Management Fee - Stormwater | | | | | | | | | | |
| Budget & YTD Actual | | 9,000 | 5,250 | | 5,250 | 9,014 | | | | |
| 5% admin fee of sales of stormwater charges. Offset costs of General Fund for operations. | | | | | | | | | | |
| Revised costing method effective 2012. Based on water charges as projected and budgeted. Adjusted to actual at year-end. | 9,025 | 9,000 | | 3,775 | 3,775 | | | | | |
| 3810 Total | 9,025 | 9,000 | 5,250 | 3,775 | 9,025 | 9,014 | 11 | 25 | - | |
| 3900 Refunds & Reimbursements | | | | | | | | | | |
| Budget & YTD Actual | | 32,000 | 13,938 | | 13,938 | 31,962 | | | | |
| Includes School Resource Officer (SRO), and administrative fees for E911 & CID. If the City receives money for a prior year expense, it is recorded in this account as revenue. | | | | | | | | | | |
| Volatile revenue source based on activity. 2016: based projected 2015 reimbursements. | 8,000 | 8,000 | | 1,000 | 1,000 | | | | | |
| Tulip Insurance Activity | - | - | | (1,116) | (1,116) | | | | | |
| Kirksville R-III School Resource Officer | 25,909 | 24,000 | | 12,955 | 12,955 | | | | | |
| E911 administrative fees-2% E911 expenses | 11,715 | | | 11,267 | 11,267 | | | | | |
| CID administrative fees-4% CID Revenues | 1,727 | | | 1,727 | 1,727 | | | | | |
| 3900 Total | 47,351 | 32,000 | 13,938 | 25,833 | 39,771 | 31,962 | 7,809 | 7,771 | 7,581 | |
| 3910 Contributions | | | | | | | | | | |
| Budget & YTD Actual | | 9,980 | 4,036 | | 4,036 | 7,473 | | | | |
| Contributions received from individuals for the settlement of court restitution cases. | | | | | | | | | | |
| FY 2015 collections 17.4% higher than 2014. 2016: based on 2015. | 8,775 | 9,980 | | 4,739 | 4,739 | | | | | |
| 3910 Total | 8,775 | 9,980 | 4,036 | 4,739 | 8,775 | 7,473 | 1,302 | (1,205) | - | |

| | | | | | | | | | |
|--|--------|--------|--------|---------|---------|---------|----------|---------|----------|
| 3940 Sale of Property | | | | | | | | | |
| Budget & YTD Actual | | 5,000 | 10,360 | | 10,360 | 6,026 | | | |
| Proceeds from sale of capital items - KBB Fair value sale to private party used | | | | | | | | | |
| Misc Computer Equipment | - | 5,000 | | 5,000 | 5,000 | | | | |
| #202 1998 Chevrolet 1/2 Ton | - | - | | 800 | 800 | | | | |
| | - | - | | - | - | | | | |
| | - | - | | - | - | | | | |
| 3940 Total | - | 5,000 | 10,360 | 5,800 | 16,160 | 6,026 | 10,134 | 11,160 | (16,160) |
| 3945 Insurance Proceeds | | | | | | | | | |
| Budget & YTD Actual | | - | 2,008 | | 2,008 | 11,145 | | | |
| FY 2015-June 22 windstorm This account is fully dependent on damage and accident claims which is unpredictable. | - | - | | 2,000 | 2,000 | | | | |
| | - | - | | - | - | | | | |
| | - | - | | - | - | | | | |
| 3945 Total | - | - | 2,008 | 2,000 | 4,008 | 11,145 | (7,137) | 4,008 | (4,008) |
| 3950 Transfers In | | | | | | | | | |
| Budget & YTD Actual | | 26,200 | 50 | | 50 | 207,007 | | | |
| Allocation of monies transferred from other Funds to the General Fund. | | | | | | | | | |
| CIST - Capital | - | - | | | - | | | | |
| CIST - | - | - | | | - | | | | |
| CIST - Warning Siren Brooke Drive. 2014 Patryla Park | 21,000 | 21,000 | | 20,359 | 20,359 | | | | |
| Forest Llewellyn Cemetery Fund | 419 | 200 | | #REF! | #REF! | | | | |
| 2013 Use tax from Funds 32 TST & 34 Hwy63 alt S. Hwy 63 TIF Admin Fee | - | - | | 181,521 | 181,521 | | | | |
| | 5,000 | 5,000 | | 5,000 | 5,000 | | | | |
| | - | - | | - | - | | | | |
| | - | - | | - | - | | | | |
| 3950 Total | 26,419 | 26,200 | 50 | #REF! | #REF! | 207,007 | #REF! | #REF! | #REF! |
| 3970 Rental Income | | | | | | | | | |
| Budget & YTD Actual | | 37,170 | 19,119 | | 19,119 | 36,348 | | | |
| T-Mobile City Hall Tower Lease - 2% increase each year | 21,493 | 21,042 | | 10,608 | 10,608 | | | | |
| Lambert Glover Factory Building-ATSU | 7,500 | 7,368 | | 3,740 | 3,740 | | | | |
| Lambert Glover Factory Building-Bright Beginnings Daycare | 6,600 | 6,000 | | 2,500 | 2,500 | | | | |
| Red Cross EDA Building | 3,000 | 2,760 | | 1,380 | 1,380 | | | | |
| Miscellaneous EDA Building rental | 1,000 | - | | 500 | 500 | | | | |
| 3970 Total | 39,593 | 37,170 | 19,119 | 18,728 | 37,847 | 36,348 | 1,499 | 677 | 1,746 |
| 3980 Investment Earnings | | | | | | | | | |
| Budget & YTD Actual | | 9,950 | 20,060 | | 20,060 | 12,520 | | | |
| Interest earned on allocated General Fund monies invested in CDs and interest-bearing accounts. | | | | | | | | | |
| Pooled cash interest of 0.62%. Revenue source fluctuates with the level of idle monies. 2016: based on projected 2015. | 9,950 | 9,950 | | 4,643 | 4,643 | | | | |
| Advance to Airport Fund Reimbursement of \$1,937.30 per month until 12/29/2029 | 23,248 | | | 9,687 | 9,687 | | | | |
| 3980 Total | 33,198 | 9,950 | 20,060 | 14,330 | 34,390 | 12,520 | 21,870 | 24,440 | (1,192) |
| 3990 Miscellaneous | | | | | | | | | |
| Budget & YTD Actual | | 8,427 | 1,393 | | 1,393 | 22,536 | | | |
| Monies received from various miscellaneous sources and not allocable to other accounts. Examples included records fees, no visit lists, etc. | | | | | | | | | |
| YTD 2015 collections are 23% higher than 2014. 2015: based on projected 2014. One-time payments or fire insurance proceeds not budgeted. S. Hwy 63 CID Accounting Fees-4% CID Revenues moved to 3900 | 4,415 | 6,700 | | 3,022 | 3,022 | | | | |
| Police Donations-moved to 3992 | - | 1,727 | | - | - | | | | |
| | - | - | | - | - | | | | |
| 3990 Total | 4,415 | 8,427 | 1,393 | 3,022 | 4,415 | 22,536 | (18,121) | (4,012) | - |

| | | | | | | | | | | |
|--|-----------|-----------|-----------|-------|--------|-----------|---------|---------|-------|--|
| 3991 Miscellaneous-AQ | | | | | | | | | | |
| Budget & YTD Actual | | 1,550 | 44 | | 44 | 1,100 | | | | |
| Advertising on Splash Radio & miscellaneous 2015 no ads sold 2016: projected 2015. | - | - | | - | - | | | | | |
| | 100 | 1,550 | | 56 | 56 | | | | | |
| 3991 Total | 100 | 1,550 | 44 | 56 | 100 | 1,100 | (1,000) | (1,450) | - | |
| 3992 Miscellaneous-Public Safety | | | | | | | | | | |
| Budget & YTD Actual | | 6,500 | 9,883 | | 9,883 | 11,417 | | | | |
| Ex. Police transport & security, fire reports, burn permits etc. | 4,990 | - | | 1,607 | 1,607 | | | | | |
| Adair County Haz Mat & motor vehicle extrication agreement | 6,500 | 6,500 | | - | - | | | | | |
| 3992 Total | 11,490 | 6,500 | 9,883 | 1,607 | 11,490 | 11,417 | 73 | 4,990 | - | |
| 3993 Miscellaneous-Public Works | | | | | | | | | | |
| Budget & YTD Actual | | - | 670 | | 670 | 10,053 | | | | |
| Ex. Copies, maps, surplus etc. | 770 | - | | 100 | 100 | | | | | |
| 3993 Total | 770 | - | 670 | 100 | 770 | 10,053 | (9,283) | 770 | - | |
| 3994 Miscellaneous-Codes/Engineering | | | | | | | | | | |
| Budget & YTD Actual | | - | 4,205 | | 4,205 | - | | | | |
| Ex. Contractor test, copies, maps, etc., volatile revenue source based on activity. | 6,575 | - | | 2,370 | 2,370 | | | | | |
| 3994 Total | 6,575 | - | 4,205 | 2,370 | 6,575 | - | 6,575 | 6,575 | - | |
| 3995 Miscellaneous-Public Transportation | | | | | | | | | | |
| Budget & YTD Actual | | - | - | | - | - | | | | |
| Not budgeted. Actual only. | - | - | | - | - | | | | | |
| 3995 Total | - | - | - | - | - | - | - | - | - | |
| 3996 Miscellaneous-Community Support | | | | | | | | | | |
| Budget & YTD Actual | | - | 14 | | 14 | 190 | | | | |
| Not budgeted. Actual only. | - | - | | - | - | | | | | |
| 3996 Total | - | - | 14 | - | 14 | 190 | (176) | 14 | (14) | |
| Total | 9,168,610 | 8,691,870 | 3,790,607 | #REF! | #REF! | 8,726,687 | #REF! | #REF! | #REF! | |

QUESTIONS:

Franchise Fee – Do you want to change franchise fee for electric? All other franchise fees are 5% in Kirksville. Many cities across the state have higher fees. Atmos - 5%, Ameren pays 4.76%, Telephone - 5%, Cable - 5%, Water and Sewer – 5%

SPECIAL REVENUE FUNDS

| 2016 Budget Detail | | | | | | | | | | |
|--|--|---------------|-------------|----------|--------------|----------------|-------------|------------------------|----------------|------------------------|
| CDBG | | | | | | | | | | |
| 15-0000 | | | | | | | | | | |
| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
| Revenues | | | | | | | | | | |
| 3300 State & Federal Grants | | | | | | | | | | |
| | Budget & YTD Actual | | 164,850 | - | | - | - | | | |
| | 2013 Demolition Grant | - | 164,850 | | 164,850 | 164,850 | | | | |
| | Potential Infrastructure | 500,000 | | | - | - | | | | |
| | 3300 Total | 500,000 | 164,850 | - | 164,850 | 164,850 | - | 164,850 | - | 335,150 |
| 3850 Loan Repayments | | | | | | | | | | |
| | Budget & YTD Actual | | - | 30 | | 30 | - | | | |
| | Hayes & Dunlop-Demo loan \$15.73 monthly, maturity 3/1/2018 | 189 | - | | 94 | 94 | | | | |
| | High School-Demo loan \$351.81 monthly, maturity 1/1/2016 | 4,222 | - | | - | - | | | | |
| | 3850 Total | 4,410 | - | 30 | 94 | 124 | - | 124 | 124 | 4,286 |
| 3950 Transfers In | | | | | | | | | | |
| | Budget & YTD Actual | | 19,000 | - | | - | - | | | |
| | CIST Support | - | 19,000 | | 24,000 | 24,000 | | | | |
| | CIST Support-Demo loan assistance | - | | | 9,000 | 9,000 | | | | |
| | 3950 Total | - | 19,000 | - | 33,000 | 33,000 | - | 33,000 | 14,000 | (33,000) |
| 3980 Investment Earnings | | | | | | | | | | |
| | Budget & YTD Actual | | 350 | 123 | | 123 | 331 | | | |
| | Bank of Kirksville 0.62% | 250 | 350 | | 127 | 127 | | | | |
| | 3980 Total | 250 | 350 | 123 | 127 | 250 | 331 | (81) | (100) | - |
| 3990 Miscellaneous | | | | | | | | | | |
| | Budget & YTD Actual | | 34,000 | - | | - | - | | | |
| | Private matching funds for Demolitions-(\$750X4 residential) | - | 34,000 | | 3,000 | 3,000 | | | | |
| | 3990 Total | - | 34,000 | - | 3,000 | 3,000 | - | 3,000 | (31,000) | (3,000) |
| Total Revenue | | 504,660 | 218,200 | 153 | 201,071 | 201,224 | 331 | 200,894 | (16,976) | 303,436 |

2016 Budget Detail
Walking and Cycling Trail
16-0000

| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
|-----------------|-----------------------------------|------------------|----------------|-------------|-----------------|-------------------|----------------|---------------------------|-------------------|---------------------------|
| Revenues | | | | | | | | | | |
| 3300 | State & Federal Grants | | | | | | | | | |
| | Budget & YTD Actual | | 403,900 | 144,550 | | 144,550 | 50,000 | | | |
| | Safe Routes to School-LaHarpe | | 200,000 | | 61,720 | 61,720 | | | | |
| | Safe Routes to School-Walking Bus | | 13,100 | | - | - | | | | |
| | Get Active Kirksville | | - | | - | - | | | | |
| | TAP Grant | 190,800 | 190,800 | | - | - | | | | |
| | 3300 Total | 190,800 | 403,900 | 144,550 | 61,720 | 206,270 | 50,000 | 156,270 | (197,630) | (15,470) |
| 3950 | Transfers In | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | 5,147 | | | |
| | CIST-TAP Grant Project | 5,000 | - | | | - | | | | |
| | 3950 Total | 5,000 | - | - | - | - | 5,147 | (5,147) | - | 5,000 |
| 3980 | Investment Earnings | | | | | | | | | |
| | Budget & YTD Actual | | 600 | - | | - | 152 | | | |
| | Bank of Kirksville 0.62% | 100 | 600 | | 70 | 70 | | | | |
| | 3980 Total | 100 | 600 | - | 70 | 70 | 152 | (82) | (530) | 30 |
| 3990 | Miscellaneous | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | | | - | | | - | | | | |
| | 3990 Total | - | - | - | - | - | - | - | - | - |
| | Total Revenue | 195,900 | 404,500 | 144,550 | 61,790 | 206,340 | 55,299 | 151,041 | (198,160) | (10,440) |

2016 Budget Detail

Downtown TIF
21-0000

| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
|-----------------|---|---------------|-------------|----------|--------------|----------------|-------------|------------------------|----------------|------------------------|
| Revenues | | | | | | | | | | |
| 3010 | Real Estate Taxes | | | | | | | | | |
| | Budget & YTD Actual | | 264,992 | 1,450 | | 1,450 | 262,185 | | | |
| | Based on 2015 Assessed Values and delinquent tax collection rates. | 260,242 | 264,992 | | 254,890 | 254,890 | | | | |
| | 3010 Total | 260,242 | 264,992 | 1,450 | 254,890 | 256,340 | 262,185 | (5,845) | (8,652) | 3,902 |
| 3080 | General Sales Tax | | | | | | | | | |
| | Budget & YTD Actual | | 18,000 | 18,196 | | 18,196 | 9,089 | | | |
| | ACAD Sales Tax | 18,000 | 18,000 | | - | - | | | | |
| | 3080 Total | 18,000 | 18,000 | 18,196 | - | 18,196 | 9,089 | 9,107 | 196 | (196) |
| 3090 | Economic Dev Sales Tax | | | | | | | | | |
| | Budget & YTD Actual | | 45,770 | 19,875 | | 19,875 | 52,312 | | | |
| | 3.5% of the 1/2 cent Economic Dev Tax | | | | | | | | | |
| | YTD 2015 sales up 0.3% over 2014 YTD, using original budget. Affected by e-commerce, gas prices, retail offerings in city, economic outlook and consumer attitudes. 2016: steady with projected 2015. | 45,770 | 45,770 | | 25,825 | 25,825 | | | | |
| | 3090 Total | 45,770 | 45,770 | 19,875 | 25,825 | 45,700 | 52,312 | (6,612) | (70) | 70 |
| 3300 | State & Federal Grants | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | Enhancement funds | - | - | | - | - | | | | |
| | 3300 Total | - | - | - | - | - | - | - | - | - |
| 3900 | Refunds & Reimbursements | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | | - | - | | - | - | | | | |
| | 3900 Total | - | - | - | - | - | - | - | - | - |
| 3950 | Transfers In | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | | - | - | | - | - | | | | |
| | 3950 Total | - | - | - | - | - | - | - | - | - |
| 3980 | Investment Earnings | | | | | | | | | |
| | Budget & YTD Actual | | 2,215 | 1,932 | | 1,932 | 2,336 | | | |
| | Bank of Kirksville 0.62% | 3,300 | 2,215 | | 1,368 | 1,368 | | | | |
| | 3980 Total | 3,300 | 2,215 | 1,932 | 1,368 | 3,300 | 2,336 | (1,932) | 1,085 | - |
| 3990 | Miscellaneous | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | | - | - | | - | - | | | | |
| | 3990 Total | - | - | - | - | - | - | - | - | - |
| | Total Revenue | 327,312 | 330,977 | 41,453 | 282,083 | 323,536 | 325,923 | (5,283) | (7,441) | 3,776 |

2016 Budget Detail

S. Hwy 63 TIF
22-0000

| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
|-----------------|--|------------------|----------------|-------------|-----------------|-------------------|----------------|---------------------------|-------------------|---------------------------|
| Revenues | | | | | | | | | | |
| 3010 | Real Estate Taxes | | | | | | | | | |
| | Budget & YTD Actual | | - | - | - | - | - | | | |
| | | - | - | | - | - | | | | |
| | 3010 Total | - | - | - | - | - | - | - | - | - |
| 3080 | General Sales Tax | | | | | | | | | |
| | Budget & YTD Actual | | 43,100 | 21,690 | | 21,690 | 43,534 | | | |
| | 50% of CID 1% Tax-2016 stable with 2015 | 42,500 | 42,500 | | 21,410 | 21,410 | | | | |
| | Economic Activity Tax-pd by City, County & ACAD-2016 City & County overpaid, ACAD pmt only | 600 | 600 | | | - | | | | |
| | 3080 Total | 43,100 | 43,100 | 21,690 | 21,410 | 43,100 | 43,534 | (434) | - | - |
| 3090 | Economic Development Tax | | | | | | | | | |
| | Budget & YTD Actual | | 6,470 | 2,839 | | 2,839 | 6,506 | | | |
| | 3.5% of the 1/2 cent Economic Dev Tax YTD 2015 increased 0.3% over 2014. Affected by e-commerce, gas prices, retail offerings in city, economic outlook and consumer attitudes. 2016: steady projected 2015. | 6,525 | 6,470 | | 3,686 | 3,686 | | | | |
| | 3090 Total | 6,525 | 6,470 | 2,839 | 3,686 | 6,525 | 6,506 | 19 | 55 | - |
| 3630 | Bond Proceeds | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | | - | - | | - | - | | | | |
| | 3630 Total | - | - | - | - | - | - | - | - | - |
| 3900 | Refunds & Reimbursements | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | | - | - | | - | - | | | | |
| | 3900 Total | - | - | - | - | - | - | - | - | - |
| 3950 | Transfers In | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | Revolving Loan | - | - | | - | - | | | | |
| | 3950 Total | - | - | - | - | - | - | - | - | - |
| 3980 | Investment Earnings | | | | | | | | | |
| | Budget & YTD Actual | | 200 | 116 | | 116 | 287 | | | |
| | Bank of Kirksville 0.62% | 200 | 200 | | 84 | 84 | | | | |
| | 3980 Total | 200 | 200 | 116 | 84 | 200 | 287 | (87) | - | - |
| 3990 | Miscellaneous | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | | - | - | | - | - | | | | |
| | 3990 Total | - | - | - | - | - | - | - | - | - |
| | Total Revenue | 49,825 | 49,770 | 24,645 | 25,180 | 49,825 | 50,328 | (503) | 55 | - |

| 2016 Budget Detail | | | | | | | | | | |
|--------------------|---|---------------|-------------|----------|--------------|----------------|-------------|------------------------|----------------|------------------------|
| S. Hwy 63 CID | | | | | | | | | | |
| 23-0000 | | | | | | | | | | |
| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
| Revenues | | | | | | | | | | |
| 3010 | Real Estate Taxes | | | | | | | | | |
| | Budget & YTD Actual | | - | - | - | - | - | | | |
| | | - | - | - | - | - | - | - | - | - |
| | 3010 Total | - | - | - | - | - | - | - | - | - |
| 3080 | General Sales Tax | | | | | | | | | |
| | Budget & YTD Actual | | 42,500 | 21,214 | | 21,214 | 42,977 | | | |
| | 50% of CID 1% Tax-2016 Stable with 2015 | 42,500 | 42,500 | | 21,286 | 21,286 | | | | |
| | 3080 Total | 42,500 | 42,500 | 21,214 | 21,286 | 42,500 | 42,977 | (477) | - | - |
| 3630 | Loan Proceeds | | | | | | | | | |
| | Budget & YTD Actual | | - | - | - | - | - | | | |
| | | - | - | - | - | - | - | | | |
| | 3630 Total | - | - | - | - | - | - | - | - | - |
| 3900 | Refunds & Reimbursements | | | | | | | | | |
| | Budget & YTD Actual | | - | - | - | - | - | | | |
| | | - | - | - | - | - | - | | | |
| | 3900 Total | - | - | - | - | - | - | - | - | - |
| 3950 | Transfers In | | | | | | | | | |
| | Budget & YTD Actual | | - | - | - | - | - | | | |
| | | - | - | - | - | - | - | | | |
| | 3950 Total | - | - | - | - | - | - | - | - | - |
| 3980 | Investment Earnings | | | | | | | | | |
| | Budget & YTD Actual | | 670 | 381 | | 381 | 981 | | | |
| | Bank of Kirksville 0.62% | 670 | 670 | | 289 | 289 | | | | |
| | 3980 Total | 670 | 670 | 381 | 289 | 670 | 981 | (311) | - | - |
| 3990 | Miscellaneous | | | | | | | | | |
| | Budget & YTD Actual | | - | - | - | - | - | | | |
| | | - | - | - | - | - | - | | | |
| | 3990 Total | - | - | - | - | - | - | - | - | - |
| | Total Revenue | 43,170 | 43,170 | 21,595 | 21,575 | 43,170 | 43,957 | (787) | - | - |

| 2016 Budget Detail | | | | | | | | | | |
|--------------------|----------------------------|---------------|-------------|----------|--------------|----------------|-------------|------------------------|----------------|------------------------|
| Community Partner | | | | | | | | | | |
| 28-0000 | | | | | | | | | | |
| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
| Revenues | | | | | | | | | | |
| 3330 | Activities Fees | | | | | | | | | |
| | Budget & YTD Actual | | 10,000 | - | | - | 21,335 | | | |
| | Dog Park Contributions | - | - | | - | - | | | | |
| | Forest Llewellyn Fence | 10,000 | 10,000 | | - | - | | | | |
| | 3330 Total | 10,000 | 10,000 | - | - | - | 21,335 | (21,335) | (10,000) | 10,000 |
| 3980 | Investment Earnings | | | | | | | | | |
| | Budget & YTD Actual | | 16 | 36 | | 36 | 152 | | | |
| | Bank of Kirksville 0.62% | 60 | 16 | | 24 | 24 | | | | |
| | 3980 Total | 60 | 16 | 36 | 24 | 60 | 152 | (92) | 44 | - |
| | Total Revenue | 10,060 | 10,016 | 36 | 24 | 60 | 21,486 | (21,426) | (9,956) | 10,000 |

2016 Budget Detail

Revolving Loan

96-0000

| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
|-----------------|---|------------------|----------------|-------------|-----------------|-------------------|----------------|---------------------------|-------------------|---------------------------|
| Revenues | | | | | | | | | | |
| 3850 | Loan Repayments | | | | | | | | | |
| | Budget & YTD Actual | | - | 17,317 | | 17,317 | 0 | | | |
| | Cenveo-\$5,772.33 monthly thru May 2016 | 23,089 | - | | 28,862 | 28,862 | | | | |
| | Sherry Stacey -\$211.82 monthly thru August 2018 | 2,542 | - | | 847 | 847 | | | | |
| | 3850 Total | 25,631 | - | 17,317 | 29,709 | 47,026 | 0 | 47,026 | 47,026 | (21,395) |
| 3950 | Transfers In | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | Transfer from CIST | - | - | | - | - | | | | |
| | S. Hwy 63 TIF Payment - Principal & Interest-moved to #3980 | | - | | - | - | | | | |
| | 3950 Total | - | - | - | - | - | - | - | - | - |
| 3980 | Investment Earnings | | | | | | | | | |
| | Budget & YTD Actual | | 12,500 | 652 | | 652 | 3,138 | | | |
| | Bank of Kirksville 0.62% | 1,120 | 2,500 | | 468 | 468 | | | | |
| | S. Hwy 63 TIF Payment - Principal & Interest | 10,000 | 10,000 | | 10,000 | 10,000 | | | | |
| | 3980 Total | 11,120 | 12,500 | 652 | 10,468 | 11,120 | 3,138 | 7,982 | (1,380) | - |
| 3990 | Miscellaneous | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | 24 | | | |
| | | - | - | | - | - | | | | |
| | 3990 Total | - | - | - | - | - | 24 | (24) | - | - |
| | Total Revenue | 36,751 | 12,500 | 17,969 | 40,177 | 58,146 | 3,162 | 54,984 | 45,646 | (21,395) |

2016 Budget Detail

North Park

89-0000

| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
|-----------------|---|------------------|----------------|-------------|-----------------|-------------------|----------------|---------------------------|-------------------|---------------------------|
| Revenues | | | | | | | | | | |
| 3320 | Concessions | | | | | | | | | |
| | Budget & YTD Actual | | 32,000 | 28,326 | | 28,326 | 34,834 | | | |
| | 2016 based on 2015 budget | 30,000 | 32,000 | | 1,774 | 1,774 | | | | |
| | 3320 Total | 30,000 | 32,000 | 28,326 | 1,774 | 30,100 | 34,834 | (4,734) | (1,900) | (100) |
| 3330 | Activity Fees | | | | | | | | | |
| | Budget & YTD Actual | | 43,000 | 40,946 | | 40,946 | 43,345 | | | |
| | 2016 based on 2015 budget | 43,000 | 43,000 | | 2,800 | 2,800 | | | | |
| | 3330 Total | 43,000 | 43,000 | 40,946 | 2,800 | 43,746 | 43,345 | 401 | 746 | (746) |
| 3350 | Contractual Fees | | | | | | | | | |
| | Budget & YTD Actual | | 9,500 | 9,500 | | 9,500 | 9,500 | | | |
| | School and Kent's cages | 9,500 | 9,500 | | - | - | | | | |
| | 3350 Total | 9,500 | 9,500 | 9,500 | - | 9,500 | 9,500 | - | - | - |
| 3940 | Sale of Property | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | Not budgeted. Actual only. | - | - | | - | - | | | | |
| | 3940 Total | - | - | - | - | - | - | - | - | - |
| 3900 | Refunds & Reimbursements | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | | - | - | | - | - | | | | |
| | 3900 Total | - | - | - | - | - | - | - | - | - |
| 3950 | Transfers In | | | | | | | | | |
| | Budget & YTD Actual | | 23,000 | - | | - | 13,821 | | | |
| | From General Fund | 10,000 | 13,000 | | | - | | | | |
| | CIST Support - Drainage improvements | | 10,000 | | 10,000 | 10,000 | | | | |
| | CIST Support - Playground Equipment | - | - | | - | - | | | | |
| | Support Plan | - | - | | - | - | | | | |
| | 3950 Total | 10,000 | 23,000 | - | 10,000 | 10,000 | 13,821 | (3,821) | (13,000) | - |
| 3990 | Miscellaneous | | | | | | | | | |
| | Budget & YTD Actual | | - | 177 | - | 177 | 850 | | | |
| | | - | - | | 819 | 819 | | | | |
| | 3990 Total | - | - | 177 | 819 | 996 | 850 | 146 | 996 | (996) |
| | Total Revenue | 92,500 | 107,500 | 78,949 | 15,393 | 94,342 | 102,349 | (8,007) | (13,158) | (1,842) |

2016 Budget Detail

E911 Central Dispatch

25-000

| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
|---------------|--|--------------------------|------------------------|---------------------|-------------------------|---------------------------|------------------------|-----------------------------------|---------------------------|-----------------------------------|
| 3110 | Telephone E-911 Tax | | | | | | | | | |
| | Budget & YTD Actual | | 47,000 | 20,582 | | 20,582 | 43,649 | | | |
| | Tax collected from land lines. Steadily decreased since 2011 (16.3%, 5.2%, 6.1%, 8.7%) FY15 decreased 8.7% from 2014, using conservative 7.5%. 2016: projected 2015 decrease 7.5%. | 37,350 | 47,000 | | 19,793 | 19,793 | | | | |
| | 3110 Total | 37,350 | 47,000 | 20,582 | 19,793 | 40,375 | 43,649 | (3,274) | (6,625) | (3,025) |
| 3350 | Contractual Fees | | | | | | | | | |
| | Budget & YTD Actual | | 549,950 | 412,342 | | 412,342 | 502,487 | | | |
| | City of Kirksville - \$/quarter | 291,890 | 279,512 | | 70,520 | 70,520 | | | | |
| | Adair Co Commission - \$/quarter | 90,957 | 87,099 | | 21,775 | 21,775 | | | | |
| | Adair Co Ambulance - \$/quarter | 88,272 | 84,528 | | 21,121 | 21,121 | | | | |
| | TSU - \$/quarter | 88,272 | 84,528 | | 21,121 | 21,121 | | | | |
| | City of Kirksville - Capital 52.18% | 23,481 | 7,453 | | 1,863 | 1,863 | | | | |
| | Adair Co Commission - Capital - 16.26% | 7,317 | 2,322 | | 581 | 581 | | | | |
| | Adair Co Ambulance - Capital - 15.78% | 7,101 | 2,254 | | 564 | 564 | | | | |
| | TSU - Capital 15.78% | 7,101 | 2,254 | | 564 | 564 | | | | |
| | 3350 Total | 604,391 | 549,950 | 412,342 | 138,108 | 550,450 | 502,487 | 47,963 | 500 | 53,941 |
| 3980 | Investment Earnings | | | | | | | | | |
| | Budget & YTD Actual | | 1,200 | 341 | | 341 | 975 | | | |
| | Bank of Kirksville - .62% | 600 | 1,200 | | 249 | 249 | | | | |
| | 3980 Total | 600 | 1,200 | 341 | 249 | 590 | 975 | (385) | (610) | 10 |
| 3990 | Miscellaneous | | | | | | | | | |
| | Budget & YTD Actual | | - | 105 | | 105 | 105 | | | |
| | | - | - | | - | - | | | | |
| | 3990 Total | - | - | 105 | - | 105 | 105 | - | 105 | (105) |
| | Total Revenue | 642,341 | 598,150 | 433,370 | 158,150 | 591,520 | 547,215 | 44,305 | (6,630) | 50,821 |

2016 Budget Detail

Airport
87-0000

Revenues

| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
|-------------|---|------------------|------------------|----------------|----------------|----------------|----------------|------------------------|--------------------|------------------------|
| 3300 | State & Federal Grants | | | | | | | | | |
| | Budget & YTD Actual | | 2,858,220 | 148,742 | | 148,742 | 669,978 | | | |
| | Apron & Taxiway Rehabilitation 90% State reimbursement Phase III | 577,708 | - | | | - | | | | |
| | Apron & Taxiway Rehabilitation 95% Federal reimbursement Phase I & II | 1,771,526 | 2,574,500 | | | - | | | | |
| | Apron Rehabilitation Design-14-028A-3. 95% reimbursement/with independent study | - | 189,220 | | 93,257 | 93,257 | | | | |
| | Fence Rehabilitation-14-028A-4 95% | - | - | | | - | | | | |
| | Apron Engineering Oversight 90% Phase III and 95% Phase I & II | 272,733 | - | | 9,805 | 9,805 | | | | |
| | Public Information-156-028A | | 94,500 | | | - | | | | |
| | Grant 14-028A-1 final payment | - | - | | 7,050 | 7,050 | | | | |
| | 3300 Total | 2,621,967 | 2,858,220 | 148,742 | 110,112 | 258,854 | 669,978 | (411,124) | (2,599,366) | 2,363,113 |
| 3320 | Concessions | | | | | | | | | |
| | Budget & YTD Actual | | 750 | 174 | | 174 | 591 | | | |
| | Catering | 1,000 | 250 | | 250 | 250 | | | | |
| | Vending Machine | 250 | 500 | | 250 | 250 | | | | |
| | 3320 Total | 1,250 | 750 | 174 | 500 | 674 | 591 | 83 | (76) | 576 |
| 3350 | Contractual Fees | | | | | | | | | |
| | Budget & YTD Actual | | 42,500 | 23,680 | | 23,680 | 41,760 | | | |
| | Cape Air Landing Fees | 42,500 | 42,500 | | 18,425 | 18,425 | | | | |
| | 3350 Total | 42,500 | 42,500 | 23,680 | 18,425 | 42,105 | 41,760 | 345 | (395) | 395 |
| 3510 | Terminal Rent | | | | | | | | | |
| | Budget & YTD Actual | | 12,980 | 7,572 | | 7,572 | 12,742 | | | |
| | Cape Air Rent | 8,400 | 8,400 | | 3,500 | 3,500 | | | | |
| | TSA Rent | 4,580 | 4,580 | | 1,800 | 1,800 | | | | |
| | 3510 Total | 12,980 | 12,980 | 7,572 | 5,300 | 12,872 | 12,742 | 130 | (108) | 108 |
| 3520 | Tie Down Fees | | | | | | | | | |
| | Budget & YTD Actual | | 200 | - | | - | 210 | | | |
| | Starting 2013 \$25 monthly ramp fees | - | 200 | | 30 | 30 | | | | |
| | 3520 Total | - | 200 | - | 30 | 30 | 210 | (180) | (170) | (30) |
| 3530 | Hangar Rentals | | | | | | | | | |
| | Budget & YTD Actual | | 37,050 | 21,075 | | 21,075 | 40,815 | | | |
| | T Hangar rentals | 38,500 | 32,250 | | 11,050 | 11,050 | | | | |
| | 80 X 80 Hangar Rental | 8,895 | 4,800 | | 3,465 | 3,465 | | | | |
| | 80 X 80 Hangar Rental-Jan-July fees | | | | 3,715 | 3,715 | | | | |
| | 3530 Total | 47,395 | 37,050 | 21,075 | 18,230 | 39,305 | 40,815 | (1,510) | 2,255 | 8,090 |
| 3540 | KREDI Rental Commission | | | | | | | | | |
| | Budget & YTD Actual | | 500 | 3,715 | | 3,715 | 488 | | | |
| | 25% Commission Rate-ended 2015 with purchase | - | 500 | | (3,715) | (3,715) | | | | |
| | 3540 Total | - | 500 | 3,715 | (3,715) | - | 488 | (488) | (500) | - |
| 3560 | 100 Octane Fuel Sales | | | | | | | | | |
| | Budget & YTD Actual | | 613,600 | 283,374 | | 283,374 | 566,817 | | | |
| | AvFuel 100LL Octane Aviation Fuel | 504,837 | 613,600 | | 205,617 | 205,617 | | | | |
| | 3560 Total | 504,837 | 613,600 | 283,374 | 205,617 | 488,991 | 566,817 | (77,826) | (124,609) | 15,846 |
| 3570 | Jet A Fuel Sales | | | | | | | | | |
| | Budget & YTD Actual | | 273,600 | 109,397 | | 109,397 | 227,128 | | | |
| | Av Fuel Jet A fuel | 255,538 | 273,600 | | 96,249 | 96,249 | | | | |
| | 3570 Total | 255,538 | 273,600 | 109,397 | 96,249 | 205,646 | 227,128 | (21,482) | (67,954) | 49,892 |
| 3580 | Aviation Oil Sales | | | | | | | | | |
| | Budget & YTD Actual | | 1,460 | 922 | | 922 | 943 | | | |
| | \$1 per quart, 125 sold \$10 cost per quart | 1,406 | 1,460 | | 708 | 708 | | | | |
| | 3580 Total | 1,406 | 1,460 | 922 | 708 | 1,630 | 943 | 687 | 170 | (224) |
| 3900 | Refunds & Reimbursements | | | | | | | | | |
| | Budget & YTD Actual | | 10,475 | 10,500 | | 10,500 | 794 | | | |
| | Afuel COOP funds for uniforms | 225 | 225 | | 225 | 225 | | | | |
| | Public info grant reimbursement | | 5,250 | | (5,250) | (5,250) | | | | |
| | Airport sign relocation reimbursement-moved to CIST | | 5,000 | | | - | | | | |
| | 3900 Total | 225 | 10,475 | 10,500 | (5,025) | 5,475 | 794 | 4,681 | (5,000) | (5,250) |
| 3940 | Sale of Property | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | 14,266 | | | |
| | | - | - | | | - | | | | |
| | 3940 Total | - | - | - | - | - | 14,266 | (14,266) | - | - |

| | | | | | | | | | |
|---|-----------|-----------|---------|---------|-----------|-----------|-----------|-------------|-----------|
| 3945 Insurance Proceeds | | | | | | | | | |
| Budget & YTD Actual | | - | - | | - | 9,001 | | | |
| | - | - | | | - | | | | |
| 3945 Total | - | - | - | - | - | 9,001 | (9,001) | - | - |
| 3950 Transfers In | | | | | | | | | |
| Budget & YTD Actual | | 363,960 | 17,036 | | 17,036 | 266,203 | | | |
| Transportation Sales Tax | - | 39,232 | | | - | - | | | |
| CIST | - | 199,000 | | | 26,243 | 26,243 | | | |
| Council General Fund | 79,328 | 79,328 | | | 93,793 | 93,793 | | | |
| Utility Fund 81 | 500 | 500 | | | 500 | 500 | | | |
| Negative Fund Balance Repayment from General Fund | 45,900 | 45,900 | | | 45,900 | 45,900 | | | |
| Advance from General Fund for loan payoff and hanger purchase | - | | | | 320,814 | 320,814 | 320,814 | | |
| 3950 Total | 125,728 | 363,960 | 17,036 | 487,250 | 504,286 | 587,017 | (82,731) | 140,326 | (378,558) |
| 3970 Farm Rental Income | | | | | | | | | |
| Budget & YTD Actual | | 18,250 | 10,010 | | 10,010 | 20,268 | | | |
| CREP (28.6A)-exp 2016 | 2,293 | 12,500 | | | 2,293 | 2,293 | | | |
| CREP (155.7A) \$13,927-only receive 70%-exp 2020 | 9,749 | | | | 9,749 | 9,749 | | | |
| Cash rent of farm south 10 acres | 750 | 750 | | | | - | | | |
| Cash rent of 50 acres south/hay | 10,010 | 5,000 | | | | - | | | |
| 3970 Total | 22,802 | 18,250 | 10,010 | 12,042 | 22,052 | 20,268 | 1,784 | 3,802 | 750 |
| 3980 Investment Earnings | | | | | | | | | |
| Budget & YTD Actual | | - | - | | - | - | | | |
| | - | - | | | - | - | | | |
| 3980 Total | - | - | - | - | - | - | - | - | - |
| 3990 Miscellaneous | | | | | | | | | |
| Budget & YTD Actual | | 1,000 | 575 | | 575 | 2,127 | | | |
| Late Payment Fees | 250 | 1,000 | | | 250 | 250 | | | |
| Miscellaneous | 120 | - | | | 50 | 50 | | | |
| 3990 Total | 370 | 1,000 | 575 | 300 | 875 | 2,127 | (1,252) | (125) | (505) |
| Total Revenue | 3,636,998 | 4,234,545 | 636,772 | 946,023 | 1,582,795 | 2,194,942 | (612,148) | (2,651,750) | 2,054,203 |

INTERNAL SERVICE FUND REVENUES

| 2016 Budget Detail | | | | | | | | | |
|---|---------------|-------------|----------|--------------|----------------|-------------|------------------------|----------------|------------------------|
| Central Garage | | | | | | | | | |
| 40-0000 | | | | | | | | | |
| Acct # Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
| Revenues | | | | | | | | | |
| 3300 State & Federal Grants | | | | | | | | | |
| Budget & YTD Actual | | - | - | - | - | - | | | |
| 3300 Total | - | - | - | - | - | - | - | - | - |
| 3810 Fuel Sales | | | | | | | | | |
| Budget & YTD Actual | | 278,281 | 98,313 | | 98,313 | 262,515 | | | |
| | 246,215 | 278,281 | | 70,173 | 70,173 | | | | |
| 3810 Total | 246,215 | 278,281 | 98,313 | 70,173 | 168,486 | 262,515 | (94,029) | (109,795) | 77,729 |
| 3820 Vehicle Maintenance Charge In | | | | | | | | | |
| Budget & YTD Actual | | 421,827 | 222,824 | | 222,824 | 318,291 | | | |
| | 414,962 | 421,827 | | 155,605 | 155,605 | | | | |
| 3820 Total | 414,962 | 421,827 | 222,824 | 155,605 | 378,429 | 318,291 | 60,137 | (43,398) | 36,534 |
| 3870 Grease & Oil Sales | | | | | | | | | |
| Budget & YTD Actual | | 7,150 | 3,221 | | 3,221 | 6,371 | | | |
| | 6,416 | 7,150 | | 2,853 | 2,853 | | | | |
| 3870 Total | 6,416 | 7,150 | 3,221 | 2,853 | 6,074 | 6,371 | (297) | (1,076) | 342 |
| Total Revenue | 667,594 | 707,258 | 324,358 | 228,631 | 552,989 | 587,178 | (34,190) | (154,269) | 114,605 |

| 2016 Budget Detail | | | | | | | | | |
|--|---------------|-------------|----------|--------------|----------------|-------------|------------------------|----------------|------------------------|
| Insurance | | | | | | | | | |
| 60-0000 | | | | | | | | | |
| Acct # Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
| Revenues | | | | | | | | | |
| 3890 Employer Contributions | | | | | | | | | |
| Budget & YTD Actual | | 1,101,035 | 630,465 | - | 630,465 | 1,033,717 | | | |
| Medical | 1,262,793 | 1,040,032 | | 432,805 | 432,805 | | | | |
| Dental | 66,779 | 61,003 | | 25,471 | 25,471 | | | | |
| 3890 Total | 1,329,572 | 1,101,035 | 630,465 | 458,276 | 1,088,741 | 1,033,717 | 55,024 | (12,294) | 240,831 |
| 3900 Refunds & Reimbursements | | | | | | | | | |
| Budget & YTD Actual | | - | 3,934 | - | 3,934 | 8,243 | | | |
| | - | - | | 23,000 | 23,000 | | | | |
| 3900 Total | - | - | 3,934 | 23,000 | 26,934 | 8,243 | 18,691 | 26,934 | (26,934) |
| 3920 Employee Contributions | | | | | | | | | |
| Budget & YTD Actual | | 307,712 | 176,263 | - | 176,263 | 327,371 | | | |
| Medical | 280,241 | 211,131 | | 111,297 | 111,297 | | | | |
| Medical-Single | 59,661 | 82,858 | | - | - | | | | |
| Dental | 15,471 | 13,723 | | 5,796 | 5,796 | | | | |
| 3920 Total | 355,373 | 307,712 | 176,263 | 117,093 | 293,356 | 327,371 | (34,015) | (14,356) | 62,017 |
| 3980 Investment Earnings | | | | | | | | | |
| Budget & YTD Actual | | 6,250 | 4,008 | | 4,008 | 9,840 | | | |
| Bank of Kirksville | 6,250 | 6,250 | | 2,500 | 2,500 | | | | |
| 3980 Total | 6,250 | 6,250 | 4,008 | 2,500 | 6,508 | 9,840 | (3,332) | 258 | (258) |
| 3990 Miscellaneous | | | | | | | | | |
| Budget & YTD Actual | | - | - | | - | - | | | |
| | - | - | | - | - | | | | |
| 3990 Total | - | - | - | - | - | - | - | - | - |
| Total Revenue | 1,691,195 | 1,414,997 | 814,670 | 600,869 | 1,415,539 | 1,379,171 | 36,368 | 542 | 275,656 |

CAPITAL FUNDS REVENUES

| 2016 Budget Detail | | | | | | | | | | |
|-------------------------------------|---|---------------|-------------|----------|--------------|----------------|-------------|------------------------|----------------|------------------------|
| Capital Improvements Sales Tax Fund | | | | | | | | | | |
| 31-0000 | | | | | | | | | | |
| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
| 3300 | State & Federal Grants | | | | | | | | | |
| | Budget & YTD Actual | | 35,000 | - | | - | 35,000 | | | |
| | Solid Waste Management District-Glass Recycling Grant-extended thru Dec 2016 | 35,000 | 35,000 | | | - | | | | |
| | MDC-Shooting Park-application preparation. | | | | | - | | | | |
| | 3300 Total | 35,000 | 35,000 | - | - | - | 35,000 | (35,000) | (35,000) | 35,000 |
| 3630 | Loan Proceeds | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | | - | - | | | - | | | | |
| | 3630 Total | - | - | - | - | - | - | - | - | - |
| 3690 | Capital Improvement Sales Tax | | | | | | | | | |
| | Budget & YTD Actual | | 653,860 | 283,928 | | 283,928 | 650,628 | | | |
| | YTD 2015 decreased 0.3% over 2014. Affected by e-commerce, gas prices, retail offerings in city, economic outlook and consumer attitudes. 2016: projected steady with 2015. | 648,700 | 653,860 | | 364,772 | 364,772 | | | | |
| | 3690 Total | 648,700 | 653,860 | 283,928 | 364,772 | 648,700 | 650,628 | (1,928) | (5,160) | - |
| 3695 | Capital Improvement Local Use Tax | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | 50,668 | | | |
| | YTD 2014 based on 2013 YTD average growth of 2.6%. 2015: moved to #3085 | - | - | | | - | | | | |
| | 3695 Total | - | - | - | - | - | 50,668 | (50,668) | - | - |
| 3850 | Loan Repayments | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | Sidewalk Program | - | - | | | - | | | | |
| | 3850 Total | - | - | - | - | - | - | - | - | - |
| 3900 | Refunds & Reimbursements | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | Airport sign relocation | - | - | | 5,000 | 5,000 | | | | |
| | 3900 Total | - | - | - | 5,000 | 5,000 | - | 5,000 | 5,000 | (5,000) |
| 3950 | Transfers In | | | | | | | | | |
| | Budget & YTD Actual | | 10,000 | - | | - | 21,335 | | | |
| | Comm Partner Fund 28 - Dog Park | | | | | | | | | |
| | Comm Partner Fund 28 - Forest Llewellyn | 10,000 | 10,000 | | | - | | | | |
| | 3950 Total | 10,000 | 10,000 | - | - | - | 21,335 | (21,335) | (10,000) | 10,000 |
| 3970 | Lease Payments | | | | | | | | | |
| | Budget & YTD Actual | | 166,000 | 74,414 | | 74,414 | 125,474 | | | |
| | Cenveo Building - \$10,000/month for 60 months ending 12/31/2019 with option to renew for 2 years. | 120,000 | 120,000 | | 50,000 | 50,000 | | | | |
| | Cenveo Building - \$3,958.33/month for 60 months ending July 2019 | 47,500 | 46,000 | | 19,792 | | | | | |
| | 3970 Total | 167,500 | 166,000 | 74,414 | 69,792 | 124,414 | 125,474 | (1,060) | (41,586) | 43,086 |
| 3980 | Investment Earnings | | | | | | | | | |
| | Budget & YTD Actual | | 4,100 | 914 | | 914 | 3,555 | | | |
| | Bank of Kirksville 0.62% for 2015 | 1,290 | 4,100 | | 376 | 376 | | | | |
| | 3980 Total | 1,290 | 4,100 | 914 | 376 | 1,290 | 3,555 | (2,265) | (2,810) | - |
| 3990 | Miscellaneous | | | | | | | | | |
| | Budget & YTD Actual | | 6,000 | 251 | | 251 | - | | | |
| | Rotary Park Committee Bridge Share | | 6,000 | | 6,000 | 6,000 | | | | |
| | 3990 Total | - | 6,000 | 251 | 6,000 | 6,251 | - | 6,251 | 251 | (6,251) |
| | Total Revenue | 862,490 | 874,960 | 359,507 | 445,940 | 785,655 | 886,659 | (101,004) | (89,305) | 76,835 |

| 2016 Budget Detail | | | | | | | | | | |
|-------------------------------|---|---------------|-------------|----------|--------------|----------------|-------------|------------------------|----------------|------------------------|
| Transportation Sales Tax Fund | | | | | | | | | | |
| 32-0000 | | | | | | | | | | |
| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
| 3300 | State & Federal Grants | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | STP - Urban Program (Federal) FY15 estimated balance \$154,047.90 | 157,621 | - | | - | - | | | | |
| | FEMA-4200-DR-MO PW00180-Brook Drive | - | - | | 82,176 | 82,176 | | | | |
| | TIGER Grant Funds FY 16 & FY 17 95% grant | 1,126,643 | - | | 82,176 | 82,176 | | | | |
| | 3300 Total | 1,284,265 | - | - | 164,352 | 164,352 | - | 164,352 | 164,352 | 1,119,913 |
| 3690 | Transportation Sales Tax | | | | | | | | | |
| | Budget & YTD Actual | | 1,307,730 | 567,855 | | 567,855 | 1,301,254 | | | |
| | YTD 2015 decreased 0.3% from 2014. Affected by e-commerce, gas prices, retail offerings in city, economic outlook and consumer attitudes. 2016: steady with projected 2015. | 1,297,350 | 1,307,730 | | 729,495 | 729,495 | | | | |
| | 3690 Total | 1,297,350 | 1,307,730 | 567,855 | 729,495 | 1,297,350 | 1,301,254 | (3,904) | (10,380) | - |
| 3695 | Transportation Local Use Tax | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | Moved to General Fund #3085 | - | - | | | - | | | | |
| | 3695 Total | - | - | - | - | - | - | - | - | - |
| 3950 | Transfer In | | | | | | | | | |
| | Budget & YTD Actual | | 25,000 | - | | - | 25,000 | | | |
| | CIST - stormwater | | 25,000 | | 25,000 | 25,000 | | | | |
| | 3950 Total | - | 25,000 | - | 25,000 | 25,000 | 25,000 | - | - | (25,000) |
| 3980 | Investment Earnings | | | | | | | | | |
| | Budget & YTD Actual | | 4,930 | 493 | | 493 | 3,351 | | | |
| | Bank of Kirksville 0.62% | 875 | 4,930 | | 382 | 382 | | | | |
| | 3980 Total | 875 | 4,930 | 493 | 382 | 875 | 3,351 | (2,476) | (4,055) | - |
| 3990 | Miscellaneous | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | | - | - | | - | - | | | | |
| | 3990 Total | - | - | - | - | - | - | - | - | - |
| | Total Revenue | 2,582,490 | 1,337,660 | 568,348 | 919,229 | 1,487,577 | 1,329,605 | 157,972 | 149,917 | 1,094,913 |

| 2016 Budget Detail | | | | | | | | | | |
|--------------------|----------------------|---------------|-------------|----------|--------------|----------------|-------------|------------------------|----------------|------------------------|
| Industrial Park | | | | | | | | | | |
| 33-0000 | | | | | | | | | | |
| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
| 3950 | Transfer In | | | | | | | | | |
| | Budget & YTD Actual | | 2,264 | - | | - | 2,080 | | | |
| | | 6,164 | 2,264 | | 4,013 | 4,013 | | | | |
| | 3950 Total | 6,164 | 2,264 | - | 4,013 | 4,013 | 2,080 | 1,933 | 1,749 | 2,151 |
| | Total Revenue | 6,164 | 2,264 | - | 4,013 | 4,013 | 2,080 | 1,933 | 1,749 | 2,151 |

| 2016 Budget Detail | | | | | | | | | | |
|----------------------------|--|---------------|-------------|----------|--------------|----------------|-------------|------------------------|----------------|------------------------|
| Highway 63 Alternate Route | | | | | | | | | | |
| 34-0000 | | | | | | | | | | |
| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
| 3090 | Economic Development Sales Tax | | | | | | | | | |
| | Budget & YTD Actual | | 1,255,380 | 545,141 | | 545,141 | 1,242,454 | | | |
| | YTD 2015 increased 0.3% over 2014, keep original budget amount. Affected by e-commerce, gas prices, retail offerings in city, economic outlook and consumer attitudes. 2016: projected steady with 2015. | 1,255,380 | 1,255,380 | | 710,239 | 710,239 | | | | |
| | 3090 Total | 1,255,380 | 1,255,380 | 545,141 | 710,239 | 1,255,380 | 1,242,454 | 12,926 | - | - |
| 3095 | Economic Development Local Use Tax | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | Moved to general fund #3085 | | - | | | - | | | | |
| | 3095 Total | - | - | - | - | - | - | - | - | - |
| 3630 | Loan Proceeds | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | DO NOT USE - for initial loan only | - | - | | | - | | | | |
| | 3630 Total | - | - | - | - | - | - | - | - | - |
| 3980 | Investment Earnings | | | | | | | | | |
| | Budget & YTD Actual | | 11,027 | 3,709 | | 3,709 | 9,690 | | | |
| | Bank of Kirksville 0.62% | 5,875 | 11,027 | | 2,166 | 2,166 | | | | |
| | 3980 Total | 5,875 | 11,027 | 3,709 | 2,166 | 5,875 | 9,690 | (3,815) | (5,152) | - |
| | Total Revenue | 1,261,255 | 1,266,407 | 548,850 | 712,405 | 1,261,255 | 1,252,145 | 9,110 | (5,152) | - |

Economic Development Sales Tax – City has used this ½ cent sales tax to fund \$11.5 million to add additional driving lanes on Highway 63 from south of Kirksville to Macon. It is currently being used to pay \$7.5 million toward the construction of the Alternate Route Highway 63. The tax is set to expire in 2019.

Plans are underway to ask for voter approval to retain this tax after it pays the debt owed to MoDOT.

Proposal #1– Though this was discussed with the City Council previously, it is important that we have consensus on the Economic Development Sales Tax. The plan is to bring it to the voters in April for renewal beyond its expected termination date of 2019. Should it be approved the following is the plan that would begin in 2019 once the final payment is made to the Missouri Highway and Transportation Commission.

Total Generated \$1,200,000 to be used as follows:

- \$600,000 - for streets
- \$300,000 - for storm drainage infrastructure – would be used first to complete the drainage projects identified through community process by Bartlett & West. Then used for other city infrastructure projects
- \$100,000 - for Revolving Loan Program for economic development projects
- \$100,000 - for City-supported Economic Development efforts – city’s support to K-REDI
- \$100,000 - for matching grant funds / ED projects – funds to be used for matching grants and available for economic development projects.

Until 2019, there is the potential that some funds may be available for use by the City that are not needed for the payment to the State of Missouri. The payments to the State are due in June of each year. See chart following this that shows annual payment amounts through 2019. After making the payment for this year, we still had a balance of about \$400,000.

2. City Payment Schedule required per the Cost Apportionment Agreement, by June 30 of each year:

| <u>Due Date</u> | | <u>Amount</u> |
|-----------------|----|------------------|
| 2013 | \$ | 500,000 |
| 2014 | \$ | 1,260,482 |
| 2015 | \$ | 1,272,570 |
| 2016 | \$ | 1,284,774 |
| 2017 | \$ | 1,297,095 |
| 2018 | \$ | 1,309,534 |
| 2019 | \$ | 575,595 |
| Total | \$ | 7,500,000 |

Proposal #2 – If the City were to include in the ballot language the ability to use any funds remaining for street improvements, we would have a potential source of additional revenues. If this isn't done, the funds generated during this period may have to go to the State

2016 Budget Detail

Utility Fund Revenue
80-0000

| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
|-------------|---|---------------|-------------|-----------|--------------|----------------|-------------|------------------------|----------------|------------------------|
| 3300 | State & Federal Grants - W | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | Reimbursements from expenditure-driven grants that are for Utility Fund activities. | | | | | | | | | |
| | Community Flouridation grant | - | - | | 15,000 | 15,000 | | | | |
| | 3300 Total | - | - | - | 15,000 | 15,000 | - | 15,000 | 15,000 | (15,000) |
| 3350 | Contractual Fee-Service Cont | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | | - | - | | - | - | | | | |
| | 3350 Total | - | - | - | - | - | - | - | - | - |
| 3620 | ARRA Bonds-Project | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | No Projects Planned for 2015. | - | - | | - | - | | | | |
| | 3620 Total | - | - | - | - | - | - | - | - | - |
| 3621 | ARRA Bonds-COI | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | No Projects Planned for 2015. | - | - | | - | - | | | | |
| | 3621 Total | - | - | - | - | - | - | - | - | - |
| 3630 | Bond Proceeds-W | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | No Projects Planned for 2015. | - | - | | - | - | | | | |
| | 3630 Total | - | - | - | - | - | - | - | - | - |
| 3631 | Bond Proceeds-WW | | | | | | | | | |
| | Budget & YTD Actual | | 10,719,999 | 870,098 | | 870,098 | 31,910 | | | |
| | Sewer Projects G036 to G024 and Basin F & G-South Outfall Wastewater Treatment Plant | 13,750,000 | 10,719,999 | | 582,992 | 582,992 | | | | |
| | | | | | 385,000 | 385,000 | | | | |
| | 3631 Total | 13,750,000 | 10,719,999 | 870,098 | 967,992 | 1,838,090 | 31,910 | 1,806,180 | (8,881,909) | 11,911,910 |
| 3632 | Loan Proceeds | | | | | | | | | |
| | Budget & YTD Actual | | - | - | | - | - | | | |
| | No Projects Planned for 2015 | - | - | | - | - | | | | |
| | 3632 Total | - | - | - | - | - | - | - | - | - |
| 3640 | Trash Services | | | | | | | | | |
| | Budget & YTD Actual | | 30,200 | 127,442 | | 127,442 | 30,756 | | | |
| | Advanced Disposal Trash Charges. Starting in 2012, this amount represents the 4% admin fee retained. | | | | | | | | | |
| | FY 15 decrease of 4.2% from FY14. 2016: projected 2015 plus 1% increase, with possible new senior housing. | 29,765 | 30,200 | | (97,972) | (97,972) | | | | |
| | 3640 Total | 29,765 | 30,200 | 127,442 | (97,972) | 29,470 | 30,756 | (1,286) | (730) | 295 |
| 3651 | Sewer Charges | | | | | | | | | |
| | Budget & YTD Actual | | 3,369,000 | 1,895,926 | | 1,895,926 | 3,118,773 | | | |
| | Includes \$11.50 monthly fee. Schneider Electric 15 yr energy savings contract guarantee of 90% of \$250,000 for meter accuracy-50% | | | | | | | | | |
| | FY 2015 Jan-July increase of 10.1% from FY14. Schneider met savings goal-no payment. 2016: 2015 projected with 10.1% increase. | 3,781,000 | 3,369,000 | | 1,537,874 | 1,537,874 | | | | |
| | 3651 Total | 3,781,000 | 3,369,000 | 1,895,926 | 1,537,874 | 3,433,800 | 3,118,773 | 315,027 | 64,800 | 347,200 |
| 3661 | Excess Sewer Charge | | | | | | | | | |
| | Budget & YTD Actual | | 24,000 | 10,020 | | 10,020 | 39,716 | | | |
| | Adair Foods billed by PW FY 2015 3 yr avg. 2016: projected 2015 | 24,750 | 24,000 | | 14,730 | 14,730 | | | | |
| | 3661 Total | 24,750 | 24,000 | 10,020 | 14,730 | 24,750 | 39,716 | (14,966) | 750 | - |

| | | | | | | | | | | |
|---|------------------|------------------|------------------|------------------|------------------|------------------|----------------|------------------|----------------|--|
| 3670 Storm Water Fee | | | | | | | | | | |
| Budget & YTD Actual | | 180,000 | 104,903 | | 104,903 | 180,272 | | | | |
| \$2.20 Storm Water monthly fee FY 2015 slight increase from 2014. 2016: projected 2015. | 180,500 | 180,000 | | 75,597 | 75,597 | | | | | |
| 3670 Total | 180,500 | 180,000 | 104,903 | 75,597 | 180,500 | 180,272 | 228 | 500 | - | |
| 3671 ARRA Federal Interest Rebate | | | | | | | | | | |
| Budget & YTD Actual | | 50,191 | 25,533 | | 25,533 | 51,909 | | | | |
| 2010 Bond Series IRS Federal Rebate 8038-CP (currently 92.7% of scheduled interest per the Balanced Budget and Emergency Deficit Control Act of 1985, amount will change September 2015-new rate unknown) | 48,226 | 50,191 | | 24,604 | 24,604 | | | | | |
| 3671 Total | 48,226 | 50,191 | 25,533 | 24,604 | 50,137 | 51,909 | (1,772) | (54) | (1,911) | |
| 3700 Water Sales | | | | | | | | | | |
| Budget & YTD Actual | | 3,875,200 | 2,051,805 | | 2,051,805 | 3,570,778 | | | | |
| Includes \$9.50 monthly fee. Schneider Electric 15 yr energy savings contract guarantee of 90% of \$250,000 for meter accuracy-50% FY 2015 revenues did not perform as well as J. Buckwalter rate study, possible consumption reduction. Schneider met savings goal-no payment. 2016: currently difference of new rate study and 2015 projection. | 3,955,417 | 3,875,200 | | 1,621,195 | 1,621,195 | | | | | |
| 3700 Total | 3,955,417 | 3,875,200 | 2,051,805 | 1,621,195 | 3,673,000 | 3,570,778 | 102,222 | (202,200) | 282,417 | |
| 3710 Penalty Fees | | | | | | | | | | |
| Budget & YTD Actual | | 112,900 | 80,526 | | 80,526 | 120,431 | | | | |
| New for 2012. Penalties, Door Hanger and Non-sufficient fund charges. FY 2015 revenues 11.4% greater than 2014, conservative estimate of 5% used. 2015: stable with projected 2014. | 126,450 | 112,900 | | 45,924 | 45,924 | | | | | |
| 3710 Total | 126,450 | 112,900 | 80,526 | 45,924 | 126,450 | 120,431 | 6,019 | 13,550 | - | |
| 3720 Sale of Merchandise-W | | | | | | | | | | |
| Budget & YTD Actual | | 18,200 | 11,602 | | 11,602 | 22,190 | | | | |
| Sale of meters FY 2015 decrease of 5.5% from 2014. 2016: stable with projected 2015. | 20,970 | 18,200 | | 9,368 | 9,368 | | | | | |
| 3720 Total | 20,970 | 18,200 | 11,602 | 9,368 | 20,970 | 22,190 | (1,220) | 2,770 | - | |
| 3730 Bulk Water | | | | | | | | | | |
| Budget & YTD Actual | | 250 | 192 | | 192 | 590 | | | | |
| Bulk water sold at \$.25 for 100 gallons. Quarters deposited into a machine and turned in by PW employees. Volatile revenue dependent on use. Flat amount projected. | 500 | 250 | | 308 | 308 | | | | | |
| 3730 Total | 500 | 250 | 192 | 308 | 500 | 590 | (90) | 250 | - | |
| 3740 Bad Debt Collections-W | | | | | | | | | | |
| Budget & YTD Actual | | 5,890 | 3,083 | | 3,083 | 7,093 | | | | |
| Accounts previously turned over to collection agency that have been collected. Volatile revenue dependent on poor payment history. 2016: projected 2015. | 5,890 | 5,890 | | 2,807 | 2,807 | | | | | |
| 3740 Total | 5,890 | 5,890 | 3,083 | 2,807 | 5,890 | 7,093 | (1,203) | - | - | |
| 3750 Service Calls-W | | | | | | | | | | |
| Budget & YTD Actual | | 8,450 | 5,340 | | 5,340 | 8,835 | | | | |
| Reconnection Fees Volatile revenue dependent on poor payment history. FY 2015 increase 15.4% from 2014, conservative 7.7% used. 2016: projected 2015. | 9,515 | 8,450 | | 4,175 | 4,175 | | | | | |
| 3750 Total | 9,515 | 8,450 | 5,340 | 4,175 | 9,515 | 8,835 | 680 | 1,065 | - | |

| | | | | | | | | | | |
|--|------------------|------------------|--------------|------------------|------------------|----------------|------------------|------------------|--------------------|----------|
| 3760 Primacy Fee-W | | | | | | | | | | |
| Budget & YTD Actual | | 425 | 435 | | 435 | 427 | | | | |
| Annual Primacy Fee | | | | | | | | | | |
| Starting in 2012, this represents the 2% retained for admin fee for MDOR charge. | | | | | | | | | | |
| | 425 | 425 | | (13) | (13) | | | | | |
| 3760 Total | 425 | 425 | 435 | (13) | 422 | 427 | (5) | (3) | 3 | |
| 3761 Sewer Connection Fee | | | | | | | | | | |
| Budget & YTD Actual | | - | - | | - | - | | | | |
| Reconnection Fee | | | | | | | | | | |
| Moved to 80-3770 | - | - | | - | - | | | | | |
| 3761 Total | - | - | - | - | - | - | - | - | - | - |
| 3770 Tap Fees-W & WW | | | | | | | | | | |
| Budget & YTD Actual | | 2,990 | 811 | | 811 | 3,200 | | | | |
| Water & Sewer Tap Fees | | | | | | | | | | |
| FY 2015 decreased 57.5% from 2014, conservative 25% used. 2016: stable for 2015. | | | | | | | | | | |
| | 2,400 | 2,990 | | 1,589 | 1,589 | | | | | |
| 3770 Total | 2,400 | 2,990 | 811 | 1,589 | 2,400 | 3,200 | (800) | (590) | - | |
| 3772 Stormwater Development Fees | | | | | | | | | | |
| Budget & YTD Actual | | 12,450 | 3,579 | | 3,579 | 7,176 | | | | |
| 2010 fee based on square feet for new construction imposed with building permit. Implemented 2014. | | | | | | | | | | |
| FY 2015 based on 2014. 2016: projected 2015. | | | | | | | | | | |
| | 7,200 | 12,450 | | 3,621 | 3,621 | | | | | |
| 3772 Total | 7,200 | 12,450 | 3,579 | 3,621 | 7,200 | 7,176 | 24 | (5,250) | - | |
| 3850 Loan Repayments | | | | | | | | | | |
| Budget & YTD Actual | | - | - | | - | - | | | | |
| No Plans for a new loan. | | | | | | | | | | |
| | - | - | | - | - | | | | | |
| 3850 Total | - | - | - | - | - | - | - | - | - | - |
| 3890 Plumbers Licenses-W | | | | | | | | | | |
| Budget & YTD Actual | | 2,675 | 2,325 | | 2,325 | 2,675 | | | | |
| New and renewal Plumber Licenses. | | | | | | | | | | |
| FY 2015 decreased 7.8% from 2014. 2016: projected 2015. | | | | | | | | | | |
| | 2,475 | 2,675 | | 150 | 150 | | | | | |
| 3890 Total | 2,475 | 2,675 | 2,325 | 150 | 2,475 | 2,675 | (200) | (200) | - | |
| 3900 Refunds & Reimbursements-W | | | | | | | | | | |
| Budget & YTD Actual | | - | (306) | | (306) | - | | | | |
| Activity from prior year | | - | | 306 | 306 | | | | | |
| | - | - | (306) | 306 | - | - | | | | |
| 3900 Total | - | - | (306) | 306 | - | - | - | - | - | - |
| 3901 Refunds & Reimbursement-WW | | | | | | | | | | |
| Budget & YTD Actual | | - | - | | - | - | | | | |
| Activity from prior year | | - | | - | - | | | | | |
| | - | - | | - | - | | | | | |
| 3901 Total | - | - | - | - | - | - | - | - | - | - |
| 3940 Sale of Property-W | | | | | | | | | | |
| Budget & YTD Actual | | - | 575 | | 575 | 391 | | | | |
| #246-1990 Ford Cargo Van | | - | | 950 | 950 | | | | | |
| 3-4" Water Pumps | | - | | 1,500 | 1,500 | | | | | |
| | - | - | 575 | 2,450 | 3,025 | 391 | 2,634 | 3,025 | (3,025) | |
| 3940 Total | - | - | 575 | 2,450 | 3,025 | 391 | 2,634 | 3,025 | (3,025) | |
| 3945 Insurance Proceeds | | | | | | | | | | |
| Budget & YTD Actual | | - | - | | - | 11,318 | | | | |
| | | - | | - | - | | | | | |
| | | - | | - | - | | | | | |
| 3945 Total | - | - | - | - | - | 11,318 | (11,318) | - | - | - |
| 3950 Transfers In-W | | | | | | | | | | |
| Budget & YTD Actual | | 357,156 | - | | - | 93,686 | | | | |
| Capital from Fund 81 | 1,101,066 | 357,156 | | 624,627 | 624,627 | | | | | |
| | 1,101,066 | 357,156 | - | 624,627 | 624,627 | 93,686 | 530,941 | 267,471 | 476,439 | |
| 3950 Total | 1,101,066 | 357,156 | - | 624,627 | 624,627 | 93,686 | 530,941 | 267,471 | 476,439 | |
| 3951 Transfers In-WW | | | | | | | | | | |
| Budget & YTD Actual | | 1,695,179 | - | | - | 675,781 | | | | |
| Capital from Fund 81 | 821,657 | 1,695,179 | | 3,165,802 | 3,165,802 | | | | | |
| | 821,657 | 1,695,179 | - | 3,165,802 | 3,165,802 | 675,781 | 2,490,021 | 1,470,623 | (2,344,145) | |
| 3951 Total | 821,657 | 1,695,179 | - | 3,165,802 | 3,165,802 | 675,781 | 2,490,021 | 1,470,623 | (2,344,145) | |

| | | | | | | | | | | |
|--|------------|------------|-----------|-----------|------------|-----------|-----------|-------------|------------|---|
| 3952 Transfers In-SW | | | | | | | | | | |
| Budget & YTD Actual | | - | - | - | - | - | - | - | - | - |
| CDBG Support | - | - | - | - | - | - | - | - | - | - |
| CIST Support | - | - | - | - | - | - | - | - | - | - |
| 3952 Total | - | - | - | - | - | - | - | - | - | - |
| 3960 Capital Contributions | | | | | | | | | | |
| Budget & YTD Actual | | - | - | - | - | - | - | - | - | - |
| Unit 253 transfer from Street-capital contribution | - | - | - | - | - | - | - | - | - | - |
| 3960 Total | - | - | - | - | - | - | - | - | - | - |
| 3970 Rental Income-W | | | | | | | | | | |
| Budget & YTD Actual | | 133,430 | 71,857 | | 71,857 | 136,929 | | | | |
| AT&T Lease-Truman Tower | 23,100 | 22,650 | | 9,523 | 9,523 | | | | | |
| AT&T Lease-Downtown Tower | 22,530 | 22,090 | | 9,289 | 9,289 | | | | | |
| Sprint Lease-Truman Tower | 22,160 | 21,730 | | 10,962 | 10,962 | | | | | |
| Sprint Lease-Downtown Tower | 23,710 | 23,250 | | 11,642 | 11,642 | | | | | |
| US Cellular Lease-Downtown Tower | 22,230 | 21,800 | | 9,142 | 9,142 | | | | | |
| Verizon Lease-Downtown Tower | 22,340 | 21,910 | | 10,971 | 10,971 | | | | | |
| 2% increase every year for each contract | | | | | | | | | | |
| 3970 Total | 136,070 | 133,430 | 71,857 | 61,529 | 133,386 | 136,929 | (3,543) | (44) | 2,684 | |
| 3980 Investment Earnings-W | | | | | | | | | | |
| Budget & YTD Actual | | 127,596 | - | | - | 137,980 | | | | |
| Bond Interest | 120,108 | 127,596 | | 128,053 | 128,053 | | | | | |
| 3980 Total | 120,108 | 127,596 | - | 128,053 | 128,053 | 137,980 | (9,927) | 457 | (7,945) | |
| 3981 Investment Earnings-WW | | | | | | | | | | |
| Budget & YTD Actual | | 137,146 | - | | - | 164,054 | | | | |
| Bond Interest | 101,287 | 137,146 | | 139,972 | 139,972 | | | | | |
| 3981 Total | 101,287 | 137,146 | - | 139,972 | 139,972 | 164,054 | (24,082) | 2,826 | (38,685) | |
| 3982 Investment Earnings | | | | | | | | | | |
| Budget & YTD Actual | | 63,000 | 24,320 | | 24,320 | 61,371 | | | | |
| Checking Account Interest allocated from 1910 Account-0.62% rate. FY | 41,700 | 63,000 | | 17,380 | 17,380 | | | | | |
| 3982 Total | 41,700 | 63,000 | 24,320 | 17,380 | 41,700 | 61,371 | (19,671) | (21,300) | - | |
| 3983 Investment Earnings-SW | | | | | | | | | | |
| Budget & YTD Actual | | - | - | | - | - | | | | |
| No Bonds with reserved earnings. | - | - | - | - | - | - | | | | |
| 3983 Total | - | - | - | - | - | - | - | - | - | - |
| 3990 Miscellaneous-W | | | | | | | | | | |
| Budget & YTD Actual | | 9,500 | 2,451 | | 2,451 | 10,308 | | | | |
| Public Works Invoices-mostly water testing | | | | | | | | | | |
| 2015 based on average. 2016: projected 2015. | 4,500 | 9,500 | | 2,049 | 2,049 | | | | | |
| 3990 Total | 4,500 | 9,500 | 2,451 | 2,049 | 4,500 | 10,308 | (5,808) | (5,000) | - | |
| 3991 Miscellaneous-WW | | | | | | | | | | |
| Budget & YTD Actual | | - | 3,684 | | 3,684 | 310 | | | | |
| Public Works Invoices-mostly waste water testing | | | | | | | | | | |
| 2015 based on average. 2016: projected 2015. | 6,175 | - | | 2,491 | 2,491 | | | | | |
| 3991 Total | 6,175 | - | 3,684 | 2,491 | 6,175 | 310 | 5,865 | 6,175 | - | |
| Total | 24,278,046 | 20,935,827 | 5,296,201 | 8,371,608 | 13,667,809 | 8,488,860 | 5,178,949 | (7,268,018) | 10,610,237 | |

| 2016 Budget Detail | | | | | | | | | | |
|----------------------|---|------------------|------------------|----------|------------------|------------------|------------------|------------------------|--------------------|------------------------|
| Utility Fund Revenue | | | | | | | | | | |
| 81-0000 | | | | | | | | | | |
| Acct # | Description | Proposed 2016 | Budget 2015 | YTD 2015 | Aug-Dec 2015 | Projected 2015 | Actual 2014 | 2014 vs 2015 Inc/(Dec) | 2015 Inc/(Dec) | 2016 vs 2015 Inc/(Dec) |
| 3950 | Transfer In | | | | | | | | | |
| | Budget & YTD Actual | | 2,402,238 | - | | - | 718,809 | | | |
| | From 8020 | 908,531 | 908,531 | | 781,274 | 781,274 | | | | |
| | From 8030 | - | 139,000 | | - | - | | | | |
| | From 8060 - SRF Requirement thru 2024 amount remains same | 220,594 | 220,594 | | 220,594 | 220,594 | | | | |
| | From 8075 | 12,500 | 12,500 | | - | - | | | | |
| | From 8080 | 1,112,763 | 1,121,613 | | - | - | | | | |
| | 3950 Total | 2,254,388 | 2,402,238 | - | 1,001,868 | 1,001,868 | 718,809 | 283,059 | (1,400,370) | 1,252,520 |
| 3951 | Transfers In-Capital Replacement | | | | | | | | | |
| | Budget & YTD Actual | | 1,223,000 | - | | - | 1,383,294 | | | |
| | Monthly Fees Fixed Fees | 1,223,000 | 1,223,000 | | 1,223,000 | 1,223,000 | | | | |
| | 3951 Total | 1,223,000 | 1,223,000 | - | 1,223,000 | 1,223,000 | 1,383,294 | (160,294) | - | - |
| 3980 | Investment Earnings | | | | | | | | | |
| | Budget & YTD Actual | | - | - | - | - | - | | | |
| | 3980 Total | - | - | - | - | - | - | - | - | - |
| | Total | 3,477,388 | 3,625,238 | - | 2,224,868 | 2,224,868 | 2,102,104 | 122,764 | (1,400,370) | 1,252,520 |

Trash Collection Fees – do you want to stay at 4% or raise it to 5%

Water and Sewer Rates

The City contracted with Carl Brown to complete a rate analysis. In his initial review Mr. Brown eliminated the high industrial user rate. We are questioning him about this. We will discuss the rates briefly with the Council on Monday, as there will be a Study Session and public hearing on the proposed rates.

| Year | Minimum | Water Fixed Rate | Water by Tier | | | Sewer Fixed Rate | Sewer |
|------|---------|------------------|---------------|--------|--------|------------------|---------|
| | Billing | | 1 | 2 | 3 | | |
| | cf | per month | per ccf | | | per month | per ccf |
| 2014 | 200 | \$8.50 | \$3.14 | \$2.75 | \$2.54 | \$9.50 | \$3.47 |
| 2015 | 200 | \$9.50 | \$3.45 | \$3.03 | \$2.79 | \$10.50 | \$3.93 |
| 2016 | | | | | | \$11.50 | \$4.46 |

TOTAL CAPITAL REQUESTS

For All Funds/All Departments

| Year | GF-10 | CIST-31 | TST-32 | TIF-21 | CID-23 | UTILITY-80 | FAA-87 | AIRPORT-87 | GRANT-87 | TOTAL COST |
|---------------------------------|-----------|-------------|-------------|-----------|---------|-------------|-------------|------------|-------------|---------------------|
| 2016 | \$438,723 | \$1,273,653 | \$1,401,200 | \$400,000 | \$1,798 | \$3,736,826 | \$2,621,967 | \$411,258 | \$3,700,800 | \$13,986,225 |
| 2016 Bonds/Loans | \$0 | \$0 | \$0 | \$0 | \$0 | \$8,765,000 | \$0 | \$0 | \$0 | \$8,765,000 |
| 2017 | \$115,617 | \$722,074 | \$691,250 | \$200,000 | \$0 | \$2,746,075 | | | | \$4,475,016 |
| 2018 | \$199,514 | \$76,325 | \$440,129 | \$129,450 | \$0 | \$773,729 | | | | \$1,619,148 |
| 2019 | \$97,773 | \$74,807 | \$296,918 | \$94,260 | \$0 | \$522,623 | | | | \$1,086,380 |
| 2020 | \$69,623 | \$19,730 | \$0 | \$73,211 | \$0 | \$278,877 | | | | \$0 |
| 2021 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | | | \$0 |
| 2022 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | | | \$0 |
| 2023 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | | | \$0 |
| Reserve for Future Capital** | \$482,527 | \$892,936 | \$1,428,297 | \$496,921 | \$0 | \$4,321,305 | \$0 | \$0 | \$0 | \$7,180,544 |
| Total for the Year | \$921,250 | \$2,166,589 | \$2,829,497 | \$896,921 | \$1,798 | \$8,058,131 | \$2,621,967 | \$411,258 | \$3,700,800 | \$21,166,769 |

****Note:** It is in the best interest of the City to develop a capital replacement plan that would set aside monies in each fund for the replacement of all capital.

The Capital Requests are as submitted by the Department Managers and have not been evaluated or reviewed by the City Manager. The Council should know that there are always more requests than funds available.

**CAPITAL IMPROVEMENT PROGRAM PROPOSAL
FY 2016**

| SOURCE | PROJECT | GF -10 |
|-------------------------------------|---|---------------|
| COMPUTER CAPITAL PROJECTIONS | | |
| | Springbrook Upgrade/New Software | 5,108 |
| | In Car Summons/Ticket Printer/Scanner (6) | 7,800 |
| | Offsite Barracuda Backup equipment (includes labor) | 11,000 |
| | ASA Firewall replacement | 1,850 |
| | City Hall Server Battery Backup Replacement | 3,800 |
| | 4345 printer replacement (if needed) | 5,800 |
| | FD 9040 replacement (if needed) | 5,800 |
| | Wireless at EDA Incubator | 3,000 |
| | Server Storage for CCTV | 8,000 |
| | Animal Control MDT | 1,625 |
| | Codes MDT | 1,900 |
| | Air fiber to Aquatic Center | 10,000 |
| | iPad/tablet for FireDept Fire House | 2,000 |
| | Tablet for Street Maintenance Supervisor | 2,000 |
| | Wireless at Public Works | 1,500 |
| | | |
| | Total | 71,183 |

| SOURCE | PROJECT | GF -10 |
|---|---|---------------|
| PUBLIC BUILDINGS CAPITAL PROJECTIONS | | |
| | City Hall - Linoleum Repl - 1st & 2nd floors | 19,500 |
| | Aquatic Center Indoor Pool Heating/Air Handler Replacement and Locker room Heating/Air Handling | 140,000 |
| | City Hall - (2) window rebuilds | 5,000 |
| | KPD Furniture Replacement | 5,000 |
| | Aquatic center duct work painting | 9,000 |
| | EDA - Basement HVAC | 6,800 |
| | Airport HVAC Replacement - 1 unit | 6,500 |
| | | |
| | Total | 191,800 |

| SOURCE | PROJECT | GF -10 |
|--|---|---------|
| POLICE DEPARTMENT CAPITAL PROJECTIONS | | |
| | Replace 4 SWAT tactical vests | 8,500 |
| | Replace 2 Patrol Cars #108 | 60,000 |
| | Replace Detective Car-Impala | 24,000 |
| | Develop Firearms Range at City Landfill | 37,500 |
| | Exercise Room Update | 4,200 |
| | | |
| | | |
| | Total | 134,200 |

| SOURCE | PROJECT | GF -10 | CIST-31 |
|---------------------------------|--|--------|---------|
| FIRE CAPITAL PROJECTIONS | | | |
| | SCBA Fire Equipment (air packs 2nd yr replacement) approx \$6,900 ea x 4 | 34,500 | |
| | Replace 65' Ladder Truck (Unit 502) | | 539,928 |
| | Replace Cargo Trailer (Unit 510) | 4,500 | |
| | Training Building and props | | 350,000 |
| | Lockers for FFs (in bunk area) | 5,000 | |
| | Replace Ford F-250 4wd (508)-Grant funded in 2003 | 36,156 | |
| | Portable radios | 7,000 | |
| | SCBA Air Bottles-approx \$2,500 x 5 | 12,500 | |
| | | | |
| | Total | 99,656 | 889,928 |

| SOURCE | PROJECT | GF -10 | CIST-31 | TST-32 |
|------------------------------------|--|---------|---------|--------|
| STREET AND PARK MAINTENANCE | | | | |
| | Replace Grader (Unit #309) w/Track Loader | 52,500 | | |
| | Replace Backhoe (Unit 316 - Case580SM) | | 49,500 | |
| | Replace Trackloader (Unit 328 - Case TR320) | 45,000 | | |
| | Replace Hustler Mower (Unit 320) | | 9,000 | |
| | Replace Tracks & Under Carriage Unit #308 | 13,000 | | |
| | Replace Patching Machine (Unit 415 Dura Patcher) | | | 60,000 |
| | Purchase Integral Curb Builder Attachment | 2,850 | | |
| | Purchase Gas Powered Chop Concrete Saw | 1,279 | | |
| | | | | |
| | Total | 114,629 | 58,500 | 60,000 |

| SOURCE | PROJECT | GF -10 | CIST-31 |
|--------------------|--|--------|---------|
| ENGINEERING | | | |
| | Replace ½ Ton Truck (Unit 265 4WD Ex Cab) | | 28,500 |
| | GIS Data aerial photos with parcel data (City's LS 30/70 split with Adair Co over 3 yr contract) | 15,440 | |
| | Total | 15,440 | 28,500 |

| SOURCE | PROJECT | CIST - 21 |
|---|--|-----------|
| PARKS/ AQUATICS CENTER/NORTH PARKS CAPITAL PROJECTIONS | | |
| | Aquatic Center Pump Motors (3) | 15,000 |
| | Forest-Llewellyn Cemetery Fencing (carry over from 2015) | 20,000 |
| | Replace Tractor (Unit 311 -JD 997 for North Park) | 16,300 |
| | Replace Tractor (Unit 301 - JD 2305 for North Park) | 20,125 |
| | Aquatic Center Deck Chairs | 3,500 |
| | Aquatic Center Picnic Tables | 5,000 |
| | Total | 79,925 |

| SOURCE | PROJECT | GRANT |
|--|--------------------------|---------|
| COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM | | |
| | Potential Infrastructure | 500,000 |
| | Total | 500,000 |

| SOURCE | PROJECT | GRANT | CIST - 31 |
|--|--------------------------------|---------|-----------|
| WALKING AND CYCLING TRAIL GRANT | | | |
| | TAP Grant-Halliburton/Florence | 190,800 | 31,200 |
| | Total | 190,800 | 31,200 |

| SOURCE | PROJECT | TIF - 21 |
|---------------------------------------|---|----------|
| DOWNTOWN TAX INCREMENT FINANCE | | |
| | Sidewalk / Facades / Awnings (carry over from 2015) | 400,000 |
| | Total | 400,000 |

| SOURCE | PROJECT | CID - 23 |
|---|---|----------|
| SOUTH 63 CORRIDOR COMMUNITY IMPROVEMENT DISTRICT | | |
| | Benches, bumper stops, etc. for cost share project (carry over from 2015) | 1,798 |
| | Total | 1,798 |

| SOURCE | PROJECT | FAA - 87 | AIRPORT - 87 | GRANT - 87 |
|------------------------------------|---|-----------|--------------|------------|
| AIRPORT CAPITAL PROJECTIONS | | | | |
| | Airport Apron Engineering Services Schedule I & II 90%/10% State Grant | 25,200 | 2,800 | |
| | Airport Apron Engineering Services Schedule I & II 95%/5% Federal Grant | 247,533 | 13,029 | |
| | Airport Parking Apron Schedule I & II, 95%/5% Federal Grant | 1,771,526 | 93,239 | |
| | Airport Parking Apron Schedule III, 90%/10% State Grant | 577,708 | 64,190 | |
| | Replace Unit317 (JD Tractor) | | 85,000 | |
| | Rehabilitate Runway | | | 2,950,000 |
| | Total | 2,621,967 | 258,258 | 2,950,000 |

| SOURCE | PROJECT | CIST - 31 |
|---|----------------------------------|-----------|
| SIDEWALK REIMBURSEMENT PROGRAM CAPITAL PROJECTIONS | | |
| | Sidewalk Renovations for Area #9 | 25,000 |
| | Total | 25,000 |

| SOURCE | PROJECT | TST - 32 |
|---|--|-----------|
| TRANSPORTATION SALES TAX PROGRAM CAPITAL PROJECTIONS | | |
| | Street Repair/Overlay | 400,000 |
| | Curb, Gutter, and Storm Drainage | 200,000 |
| | Brick Street Repair, Elson-need matching grants | 100,000 |
| | Mill St, Baltimore to Florence (includes Florence to Elm)-requires STP funding | 150,000 |
| | Engineering | 110,000 |
| | Concrete Slab Repair | 250,000 |
| | Street Maintenance/Asphalt 5-10 yr (micropave) | 100,000 |
| | Total | 1,310,000 |

| SOURCE | PROJECT | CENTRAL GARAGE - 40 |
|-----------------------|------------------------------|---------------------|
| CENTRAL GARAGE | | |
| | Heavy Duty Truck Code Reader | 2,535 |
| | Supervisor Desk | 1,080 |
| | Total | 3,615 |

| SOURCE | PROJECT | UTILITY - 80 |
|---------------------------|---|--------------|
| UTILITY FUND-WATER | | |
| | Misc. Water Lines / Hydrants | 360,000 |
| | Water Main on Baltimore (1800 ft) | 250,000 |
| | Forest Lake Spillway Repair | 75,000 |
| | Replace 1 Ton 4WD Truck (Unit 250 - F350) | 45,000 |
| | Replace 1 Ton 4WD Truck (Unit 248 - F350) | 45,000 |
| | Replace TrackLoader (unit 327 - Case TR320) | 45,000 |
| | Replace TrackHoe (Unit 347- Case CX75sr) | 90,000 |
| | Replace Tractor (Unit 323) | 3,000 |
| | Utility Billing-Handheld meter reader | 7,250 |
| | Utility Pipe Locator | 6,500 |
| | Chop Saw Replacement | 2,000 |
| | Clean, Repair & Paint WTP Chemical Silo's | 60,000 |
| | Gorman Rupp water pump (Unit 474) | 23,000 |
| | Replace air compressor (Unit 402) | 23,000 |
| | Hydro Excavator | 60,000 |
| | High School Tower-Blast, Paint Interior & Inspect | 200,000 |
| | Storage Building (195' x 40') for Equipment & Materials | 75,000 |
| | Storage Building (40' x 40' x 16' fully enclosed with concrete floor) | 30,000 |
| | New Hach SL1000 Distribution System | |
| | Nitrification | 3,620 |
| | Fluoride Pump Connection to Scada Shut-off | 1,900 |
| | Fluoride Spill Containment & Scale | 4,606 |
| | Ventilation Blower for Primary Vault | 1,100 |
| | Safety Climb for Ground Storage Tank | 1,200 |
| | Power Vent for Filter Rooms | 1,500 |
| | Valve Positioner's Replacement (used in backwash filter system) | 4,400 |
| | LMI Metering Pumps (used for chemical feed) | 3,000 |
| | 6" Transfer Pump w/Trade-In | 22,500 |
| | Bacteria Incubator | 3,000 |
| | | |
| | Total | 1,446,576 |

| SOURCE | PROJECT | UTILITY - 80 |
|---------------------------------|---|--------------|
| UTILITY FUND-WASTE WATER | | |
| SRF | Engineering Services, WWTP Rehabilitation | 631,767 |
| SRF | WWTP Rehabilitation Phase I-Construction | 8,133,233 |
| | New Laboratory, SW corner existing RBC room | 300,000 |
| | SS Sewer Improvements, Annexed Area 4 | 166,750 |
| | NE Lift Station Equalization Basin-rolled over from 2015 if required. | 400,000 |
| | Miscellaneous Sewer Replacement | 150,000 |
| | Deferred Replacement, Collection System | 400,000 |
| | Industrial Road Lift Station | 250,000 |
| | Hwy. 6 Lift Station | 275,000 |
| | Replace 1 Ton 4WD Truck (Unit 231 - Chevy) | 45,000 |
| | Replace Mower (Unit 352 JD 540) | 6,500 |
| | Purchase New Zero Turn Mower | 10,000 |
| | Rock of Various Sizes for Const. & Maint. | 15,000 |
| | Concrete for New Construction & Maintenance Areas - In House | 5,000 |
| | Concrete for New Construction & Maintenance Areas - Contracted | 15,000 |
| | Replace Trash Pump | 2,000 |
| | Replace MicroComm w/SCADA System | 100,000 |
| | Permanent Generators MO, NE, T & C Lift Stations | 150,000 |
| | Cleaning contract for all Lift Stations | 25,000 |
| | Float Control for Lift Station | 4,500 |
| | Purchase Plasma Cutter | 2,800 |
| | | |
| | Total | 11,087,550 |

PERSONNEL ITEMS

Classification Changes

- **24** positions reviewed

Reclassified positions:

- Account Clerk
- Communication Operator II / Chief Communications Operator
- Police Lieutenant
- Street/Utility Superintendents
- Maintenance Worker II (Street & Utility Maintenance)
- Equipment Operator
- Sewer Jet Operator
- Foreman

Other Changes

- Elimination of Exempt Range 111
- Finance Supervisor, Community Services Coordinator, and Fleet Maintenance Supervisor to Range 112
- Community Services Coordinator will take on risk management responsibilities and will be moved to Administration on the first floor “Administrative Services Coordinator” Sarah will continue to be the Grants, IT and phone coordinator.
- If Wage and Hour increases minimum exempt wage requirement to \$50,440 all exempt positions may be removed from the Pay Plan. This will require other changes with regard to pay adjustments.
- Step H - In looking at salary surveys of similar municipalities there is more disparity among most positions at the top step of the pay scale. If approved this would keep our plan moving in the right direction.

2016 Personnel Costs

| | 2015 Budget | 2016 Proposed no changes Lagers L-7 | 2016 Proposed no changes w/LAGERS L-12 | 2016 Proposed w/Step H |
|-------------------------------|---------------------|---|--|---------------------------|
| FT Wages | \$ 3,771,623 | \$ 3,797,460 | \$ 3,797,460 | \$ 3,816,071 |
| PT Wages | \$ 173,249 | \$ 199,838 | \$ 199,838 | \$ 199,838 |
| Overtime | \$ 119,158 | \$ 127,280 | \$ 127,280 | \$ 127,280 |
| Call-Out | \$ 72,352 | \$ 88,128 | \$ 88,128 | \$ 88,128 |
| FICA | \$ 316,603 | \$ 322,272 | \$ 322,272 | \$ 323,696 |
| Den Ins | \$ 41,496 | \$ 45,350 | \$ 45,350 | \$ 45,350 |
| Life Ins | \$ 8,678 | \$ 8,618 | \$ 8,618 | \$ 8,618 |
| LAGERS | \$ 364,045 | \$ 331,404 | \$ 489,462 | \$ 332,939 |
| Med Ins | \$ 728,182 | \$ 885,702 | \$ 885,702 | \$ 885,702 |
| Total | \$ 5,595,386 | \$ 5,806,052 | \$ 5,964,110 | \$ 5,827,622 |
| Wage & Benefit Inc | | | \$ 158,058 | \$ 21,570 |

Impacts on Payroll

Pay Plan

- Not counting risk insurance the payroll budget projects as described will be up approximately \$350,412 –
 - Wages - \$92,669
 - Proposed Overtime - is up \$46,614 over last year's overtime
 - Vacation/Holiday currently count as hours worked for OT purposes.
 - Medical Insurance – up \$222,761 over last year's budget (20% increase)
 - Dental Insurance – is up \$5,776 over last year's budget (10% increase)
 - Temporary salaries are up approximately \$24,637
 - LAGERS is down approximately \$55,000 – the cost of upgrading LAGERS from I7 to L12 is approximately \$250,000 and is NOT going to happen in light of all the other increases.

**EVALUATIONS COMPLETED ON TIME
BY DEPARTMENT**

Administration – 89%

Airport – 100%

City Council – 0%

Codes and Planning – 100%

Community Services – 0%

E-911 - 33%

Finance – 75%

Fire – 42%

Police – 35%

Public Works – 72%

SAVINGS FROM PURCHASES

| <u>Council Meeting</u> | <u>Item</u> | <u>Fund</u> | <u>Acct. #</u> | <u>Budget Amt</u> | <u>Purchase Price</u> | <u>difference</u> |
|------------------------|----------------|-------------|----------------|-------------------|-----------------------|---------------------|
| 2/2/2015 | Police Cars | 10 | 10-1022-7200 | \$41,691.00 | \$35,007.40 | \$6,683.60 |
| 2/2/2015 | Van | 10 | 10-1022-7200 | \$24,000.00 | \$21,868.00 | \$2,132.00 |
| 4/20/2015 | Concessions | 10 | 10-1088-6130 | \$6,000.00 | \$6,000.00 | \$0.00 |
| 3/16/2015 | Plow Truck | 10 | 10-1052-7200 | \$87,500.00 | \$88,838.20 | -\$1,338.20 |
| 3/2/2015 | Boom Mower | 10 | 10-1052-7210 | \$125,500.00 | \$114,988.00 | \$10,512.00 |
| 5/18/2015 | Aerial Mapping | 10 | 10-1074-7210 | \$15,444.00 | \$15,440.00 | \$4.00 |
| | | | | | | \$17,993.40 |
| 3/2/2015 | Concrete Work | 10 | 10-1052-5110 | \$21,000.00 | \$17,433.50 | \$3,566.50 |
| 3/2/2015 | Asphalt Patch | 10 | 10-1052-5110 | \$30,000.00 | \$62,495.17 | -\$32,495.17 |
| 3/2/2015 | Concrete Patch | 10 | 10-1052-5050 | \$5,000.00 | \$4,784.00 | \$216.00 |
| 1/5/2015 | Rock | 10 | 10-1052-5110 | \$32,500.00 | \$12,537.83 | \$19,962.17 |
| 8/3/2015 | Rock Salt | 10 | 10-1052-4930 | \$84,918.00 | \$66,384.00 | \$18,534.00 |
| 3/2/2015 | Asphalt Patch | 10 | 10-1052-7170 | \$16,000.00 | \$26,869.36 | -\$10,869.36 |
| | | | | | | -\$1,085.86 |
| 2/2/2015 | Cenveo Roof | 31 | 31-3120-7170 | \$460,000.00 | \$503,807.00 | -\$43,807.00 |
| 8/3/2015 | Gutters | 31 | 31-3120-7170 | \$27,000.00 | \$28,500.00 | -\$1,500.00 |
| | | | | | | -\$45,307.00 |

KIRKSVILLE STREETS

Funding Sources

General Fund – The average funds provided for street maintenance has been \$1.65 million. This includes staff, equipment, snow removal, street lights and street materials.

Transportation Sales Tax – ½ cent sales tax, generates about \$1.2 million each year. All but \$60,000 of this goes toward street improvements – material, design and labor

Economic Development Sales Tax – Previously discussed. If approved would provide an additional \$600,000 revenues for street work starting in 2019.

Plans are underway to ask for voter approval to retain this tax after it pays the debt owed to MoDOT.

Surface Transportation Program (STP) Small Urban - this program provides funding for transportation facilities within urban areas with an urban cluster population greater than 5,000. The funds are from the Federal government and passed through to the State, who holds the money until the community has a project that meets the guidelines for spending the funds. Eligible projects have to be on arterial and collector streets. The funding is based on population and Kirksville received \$62,341.26 last year. Current balance is \$154,047/90.

Arterial Streets – is a high traffic roadway that moves traffic from collector roads to highways. Its primary function is to deliver traffic. Access to arterial streets should be limited.

Collector Streets – is a low-to-moderate capacity road which moves traffic from local residential streets to arterial roads. These are the roads that provide access to residential properties.

The City is responsible for the maintenance of about 15 minor arterials and 15 major collector streets. The balance of our streets are classified local or residential streets

The following link will take you to our current street classification system.

<http://www.modot.org/newsandinfo/functionalclassificationmaps/documents/Kirksville.pdf>

Proposal – It is recommended that we use our funds each year on improvements to our collectors and arterials, and that we look at developing a separate plan for these streets, as opposed to lumping them in with residential streets.

Kirksville City Council Planning Meeting

Subject: Proposed 2016 Downtown Streets and Street Rehabilitation Program

The Kirksville Public Works Director is proposing a downtown street revitalization program for 2016. This program will repair the streets and street parking in the downtown business district.

There are several contributing factors for this decision.

1. It will rehabilitate the streets and street parking in the downtown area that are 20 years or more old and in a state of constant deterioration. These are heavily traveled streets by many citizens and will put the downtown streets back to a manageable condition.
2. The City Street Department spent cumulatively an estimated 5 weeks in 2015 just repairing potholes and cracks in the downtown streets, which will be mostly lost during snow removal. This will free up the Public Works Department to concentrate on neighborhoods and on other streets in 2017.
3. Revitalizing the downtown streets, street parking and broken curb locations will make the downtown more esthetically pleasing to existing and future businesses.

I understand that this proposal will not be supported by many citizens whose streets are falling apart in front of their home and businesses. We are very cognizant of the effects that bad streets have on our community, but we are limited by the budget, manpower, and seasonal timeframe of asphalt/concrete work in this area.

In the 2016 Streets Proposal, in addition to the downtown, we are committing \$320,000 to concrete street repairs around the city. Analysis shows that if we continue with this investment annually to concrete streets they should be in a manageable and maintainable state in 5 years.

The majority of the city's streets are asphalt surfaced. We face many challenges with asphalt due to lack of material, quality of material, sub surface (base) issues, drainage, and the overwhelming amount of streets in need of total replacement. In the 2016 program, outside the downtown asphalt streets, we will attempt to do more internal asphalt work. Although limited by manpower the cost of internal work versus contracted work is substantial. We will complete some subsurface base repairs this year in an attempt to find a total base solution. We will also invest the MoDOT Surface Transportation Program (STP) funds to maintain/repair City Collector and Arterial Streets established in the State Functional Classification System.

Glenn Balliew
Director, Kirksville

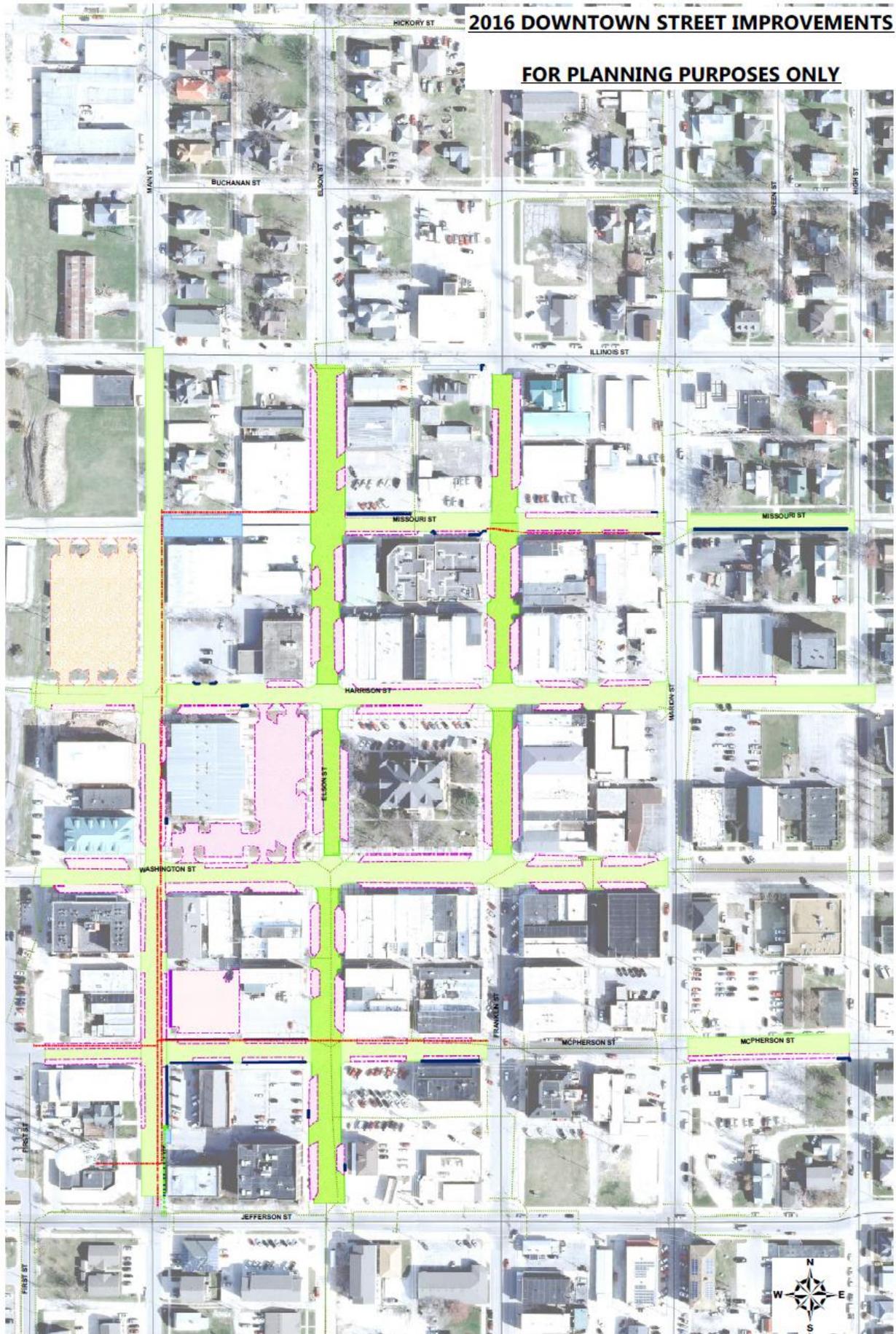
2016 TOTAL PROPOSED STREETS

| 2016 PROGRAM STREETS | | | | |
|---|---------------------|---------------------------------|-----------------------|-----------------------|
| ** CONCRETE SLAB AND CURB REPAIRS ** | | | | |
| DOWNTOWN STREETS CONCRETE SLAB, CURB REPAIR, AND STORM (TST FUNDED) | | | | |
| WORK TYPE | TOTAL COST | STREET NAME | FROM | TO |
| STORM | \$37,303.00 | MAIN ST | JEFFERSON ST | MCPHERSON ST |
| 6" PCC SLAB DRIVE ENTRANCE | \$2,004.01 | MAIN ST | JEFFERSON ST | MCPHERSON ST |
| 8" PCC SLAB | \$27,742.50 | MISSOURI ST | MAIN ST | ELSON ST |
| 8" PCC SLAB | \$2,160.00 | MCPHERSON ST ALLEY APPROACHES | MAIN ST | ELSON ST |
| 2' SQUARE CURB | \$864.00 | ELSON ST | JEFFERSON ST | MCPHERSON ST |
| 2' SQUARE CURB | \$1,120.00 | HARRISON ST | MAIN ST | ELSON ST |
| 2' SQUARE CURB | \$384.00 | ILLINOIS ST | ELSON ST | FRANKLIN ST |
| 2' SQUARE CURB | \$10,944.00 | MAIN ST | JEFFERSON ST | HARRISON ST |
| 2' SQUARE CURB | \$18,880.00 | MCPHERSON ST | MAIN ST | HIGH ST |
| 2' SQUARE CURB | \$23,200.00 | MISSOURI ST | ELSON ST | MARION ST |
| | \$124,601.51 | | | |
| OTHER STREETS CONCRETE SLAB REPAIR (TST FUNDED) | | | | |
| WORK TYPE | TOTAL COST | STREET NAME | FROM | TO |
| 8" PCC SLAB | \$3,134.64 | EAST PORTER ST | GREENT ST | FLORENCE ST |
| 8" PCC SLAB | \$8,796.83 | FLORENCE ST | EAST PORTER ST | BURTON ST |
| 8" PCC SLAB | \$14,681.69 | MICHIGAN ST | WEST SIDE OF BOUNDARY | EAST SIDE OF BOUNDARY |
| 8" PCC SLAB | \$62,098.30 | NEW ST | SHARON ST | NORTHTOWN RD |
| 8" PCC SLAB | \$93,997.86 | VARIOUS STREETS | | |
| 8" PCC SLAB | \$10,000.00 | CRESTHAVEN MOBILE HOME PARK | | |
| 8" PCC SLAB | \$10,000.00 | SUNSET VILLAGE MOBILE HOME PARK | | |
| 8" PCC SLAB | \$117,290.68 | VARIES | | |
| | \$320,000.00 | | | |
| TOTAL CONCRETE FUNDED BY TST: | \$444,601.51 | | | |

| ** ASPHALT STREETS SURFACE ** | | | | |
|---|---------------------|----------------------|------------------|--------------|
| DOWNTOWN STREETS ASPHALT SURFACE (TST FUNDED) | | | | |
| WORK TYPE | TOTAL COST | STREET NAME | FROM | TO |
| MILL, 1 1/2" ASPHALT | \$53,039.34 | HARRISON ST | FORMER RR TRACKS | HIGH ST |
| MILL, 1 1/2" ASPHALT | \$56,019.09 | MAIN ST | JEFFERSON ST | ILLINOIS ST |
| MILL, 1 1/2" ASPHALT | \$30,710.25 | MCPHERSON ST | FORMER RR TRACKS | HIGH ST |
| MILL, 1 1/2" ASPHALT | \$23,680.22 | MISSOURI ST | FRANKLIN ST | HIGH ST |
| MILL, 1 1/2" ASPHALT | \$42,106.93 | WASHINGTON ST | FORMER RR TRACKS | MARION ST |
| MILL, 2" ASPHALT | \$38,383.24 | FRANKLIN ST | WASHINGTON ST | ILLINOIS ST |
| MILL, 2" ASPHALT | \$73,272.86 | ELSON ST | JEFFERSON ST | ILLINOIS ST |
| THERMO PLASTIC PAVEMENT MARKING | \$44,281.00 | ALL DOWNTOWN STREETS | | |
| | \$361,492.93 | | | |
| OTHER STREETS ASPHALT SURFACE (TST FUNDED) | | | | |
| WORK TYPE | TOTAL COST | STREET NAME | FROM | TO |
| MILL, 3" ASPHALT | \$69,346.22 | ELSON ST | POTTER AVE | ELIZABETH ST |
| MILL, 2" ASPHALT | \$71,125.72 | SHELBY ST | OSTEOPATHY ST | FIRST ST |
| | \$140,471.94 | | | |
| TOTAL ASPHALT FUNDED BY TST: | \$501,964.87 | | | |
| GRAND TOTAL TST FUNDED: | \$946,566.38 | | | |

2016 DOWNTOWN STREET IMPROVEMENTS

FOR PLANNING PURPOSES ONLY



SHELBY STREET - BASE REPAIR

| SHELBY STREET BASE REPAIR, CHIP SEAL, AND STORM REPAIRS | | | | |
|---|---------|------|------------|--------------------|
| OSTEOPATHY STREET TO FIRST STREET | | | | |
| Item | PR QTY | Unit | Unit Price | Total |
| 12" Thick 3" rolled stone base | 1805 | TN | \$15.00 | \$27,075.00 |
| Stabilizing Fabric | 3472.34 | SY | \$2.50 | \$8,680.85 |
| Chip Seal Coating - 2 Layers | 3472.34 | SY | \$2.45 | \$17,014.47 |
| Prime Coat for Chip Seal - 2 Layers | 1319.49 | GA | \$4.50 | \$11,875.40 |
| 12" DIA STORM PIPE (ROUGH QTY) | 540.00 | LF | \$12.00 | \$6,480.00 |
| | | | | \$71,125.72 |

KIRKSVILLE POLICE DEPARTMENT

POSITION PAPER

BODY WORN CAMERAS (BWC)

Updated 08/18/15

Submitted by: Police Chief Jim Hughes

I would like to thank the members of the City Council for this opportunity to discuss the police use of body cams.

The Police Department has been evaluating/researching the use of Body Worn Cameras (BWC) for a number of years. Most of what I will discuss here has little, if anything, to do with Ferguson; or any other similar public tragedy. By tragedy I am not referring to fault, but, to a certain extent, the resulting broad repercussions in my profession, city governments, and society at large.

Police Officers do amazing work. They are involved in millions of calls each year and get it right (or at least not wrong) almost all the time. Kirksville PD alone handled almost 29,000 calls for service in 2014. However, there are times when officers/departments: 1) make mistakes, 2) are accused of misconduct/excessive force, 3) become involved in high profile incidents with conflicting information, 4) are subjected to expensive court cases, multi-million dollar judgments, consent decrees and/or outside federal investigations, 5) are impacted by faulty recollections (including their own), 6) exposed to quickly unfolding events impossible to objectively document from memory alone, and most importantly, 7) are mistrusted, despite the best outreach/community policing efforts, by a statistically significant percentage of those they serve.

As one of the most visible symbols of government authority police actions are routinely subjected to microscopic scrutiny, often based on biased/incorrect perceptions. Unfortunately, our errors (as police) are much more public than almost any other profession and, although almost always unintended, often have grave personal, economic, and societal outcomes. Our successes (which accounts for most of our day-to-day work) go unheralded.

This applies to all departments; big and small. No Police Department is exempt regardless of size, location and/or demographics.

I have been a proponent of what is generically referred to as BWC for years. BWC are small (currently cell phone size) digital video recorders that are worn, facing forward, on an officers uniform/person, with the ability to visually and audibly record activity within the limited view of the camera.

Members of council have made an incredibly great statement in support of its police officers/ department. For that I am thankful. Council Member's initial reaction to the issue of BWC was that body cams were unnecessary because they (Council) trust their officers. Fantastic statement. I would like to echo the same sentiment with a little different take. I want BWC because I also trust my staff and would like the Council to consider making a public statement to say "We choose to purchase the BWC because we trust that what these cameras will capture are professionals doing their jobs."

In this day and age, what people think they know about policing comes from movies, television, banner news headlines (and not the good kind), fictional accounts in literature and campfire/bar stories. Much, if not most, of this information is wrong at some level. Add to that the heart wrenching world-wide reported tragedies of both officers and citizens being attacked/killed and it has skewed the way many in this country currently view policing. Perception, compounded by a lack of objective information, is reality.

Although it is not perfect, there are a great number of benefits to the use of BWC. I will address just six at this time:

Reducing citizen complaints (in general), overall use of force, and use of excessive force complaints

The data is fairly consistent across numerous studies. Those agencies who have instituted a well thought-out and professional BWC initiative can see as much as 80+% (maximum) drop in use of force complaints and as much as a 60% (maximum) reduction in total use of force incidents. Although there may be some change in officer behavior (which there certainly needs to be on occasion) I think much of the benefit is from the public knowing there will be an objective portrayal of what happened. In essence, if the police are present behave like you are on camera (which you are likely to be), don't fight the cops on camera and certainly don't falsify a claim of the inappropriate use of force. Their use, with recommended policy inclusions, has even been endorsed by the ACLU.

As an aside, the use of force, even significant force, is not unusual in carrying out the law enforcement function, even in Kirksville. The level of force used is in response to the actions of the offender. Excessive force involves those statistically few cases where the force used was unnecessary or exceeded the level other reasonable officers would have used under the same circumstances.

Transparency

Basically this boils down to letting our community know that, hey, we are their police department. We are good at what we do, but we are not perfect. We do the best we can, treat everyone fairly and have nothing to hide. We are answerable, to the community, for our behavior. Judge us on our actual conduct not on inaccurate information. We have nothing to hide.

Accountability

A basic component of Kirksville Policing over the last 12 years has focused on openness, competence and community confidence. We own up to our mistakes, hold employees accountable including identifying problem officers (as well as recognizing exemplary performance) and use everything at our disposal to make sure, as best as can be, that mistakes are not repeated. We want to learn and improve. But just as important, BWC would become our unedited account of what happened within the limited range of the camera. It is the totality of what our officer saw/experienced, not just a few seconds of video, from a passerby, towards the end of an incident. Although overly simplistic, it is a little like a hockey fight. The referees seldom see who threw the first punch.

Evidence collection

Sometimes things happen so fast, or we encounter too much at once, that officers may not remember what they have experienced completely. It is also not unusual to encounter situations where officers will not be able to take notes at the time of the event. BWC's can provide objective, almost unimpeachable, evidence on what is seen and heard. A picture is worth a thousand words. In addition, eye-witness accounts often conflict and are prone to individual interpretations.

Community confidence

I have often said, "the more people know about what we really do (and can do), the more confident they become." BWC's can provide the objectiveness to allow that confidence to occur. Community support is critical to implementing a BWC program.

Limit liability exposure

Liability is what it is, and unfortunately, claims against city's and police departments are common. It doesn't mean we don't take steps to limit that liability. At least with BWC we are much more likely to objectively measure potential risks and evaluate claims. If there is no wrong doing then you are likely to have proof. If there was an issue, you will know what needs to be done to prevent the problem from happening again. Both of these positions are beneficial for protecting the city from liability claims.

There are some issues with BWC including, but certainly not limited to, expense, when/how to record, privacy concerns, video access/Sunshine Law requests, and data storage/purging. A significant percentage of those questions are related to the administration of the program and can be worked out with a clear policy founded on current best practices and community expectations/input. The Police Executive Research Forum (PERF; a justice system think tank) concluded (as a result of recent research) that "Among the police executives whose departments use body-worn cameras, there is an overall perception that the cameras are a useful tool For these agencies, the perceived benefits . . . largely outweigh the potential drawbacks."

As such, departments transitioning to BWC will need to carefully research and plan such an effort; including community input/ backing, officer training/support and development of a formal public policy.

Whether it becomes a professional best practice, is based on a community mandate, a result of some local high profile incident, required by future state or federal law, it is my professional assessment that in the fairly near future all law enforcement officers will have access to BWC. I don't have to see the lights in the tunnel to know that a train is coming.

Costs (very tentative for discussion purposes only):

Depending on how such a program is structured - cameras, chargers, docking stations, and associated hard physical support components could run as much as \$20,000+, one-time fee (preferred method of one camera per officer). However, depending on how the data is stored (in-house or on the cloud), purged, retrieved, reviewed, and released software support could run

as much as \$15,000 - \$20,000+ per year. Many currently using these type systems believe that data storage/upkeep can easily end up being the most expensive part (including yearly ongoing costs). As an inexact comparison, the City pays approximately \$17,715 per year to support its Police reporting software/records management system (software, licensing, etc.). Data storage requirements will be the same regardless of the number of cameras purchased.

Thank you for evaluating/reviewing this document.

Update on Emergency Communications- Outdoor Warning Sirens

The last of the outdoor warning sirens is due to be replaced. It still functions with 0 fails. The company that services the sirens recommends replacement due to age, having a battery backup, updated radio frequency, reduced maintenance cost and less chance for failure.

After researching the possibility of an IPAWS compatible Emergency Warning system, **it would be my recommendation to go ahead and use the budgeted money to replace the siren.** Even if we update to an IPAWS compatible Emergency Warning system, having the siren maintains a system that covers much of the city.

The new siren will require less maintenance, should be around for 40 – 50 years and will be able to be made to integrate with a system that uses IPAWS and other methods to notify the public of an emergency.

I still believe we should look into some sort of IPAWS compatible system and will work toward that in the future. That is the next generation of Emergency Warning to the public. But the old system still works and should not be totally discarded.

Storage Building

After discussing this with Police Department and Public Works, it was the consensus to table this project. Tying everyone's needs together forced the building to grow into a much larger building that would raise the cost. Public Works has the land available and the location would work for Kirksville Fire Department and Kirksville Police Department. Having our trailers stored inside would extend the life of the trailers and the tires as well as make inventory and maintenance of equipment easier.

We still need some sort of storage building, and will look at alternate ways to achieve that goal.

FARMERS MARKET REQUEST

A vendor of the Farmers Market has asked that the City consider expanding the farmers' market operation. Farmers Market began many years ago, as a partnership with Kiwanis. The Kiwanis Club manages and oversees this operation. The City's role has been more as the enforcement arm when individuals are not following the rules.

Following is the vendor's ideas: - please note that the grant was due in May, and this was received in August.

As a vendor at our local farmers market I want to suggest some ideas for the market and for how the city economic development dept. might become involved in growing this overlooked source of local jobs and revenue. This grant, largely for planning, is available through the USDA. I think the city should look at it, especially for thinking about ways to expand the market's potential and possibly for the development of a multi-use open air facility.

The Kiwanis have been great at building up and maintaining the market from its much smaller beginnings, especially Susan Fitzgerald, who puts in a tremendous amount of work. I suggest, however, that it's time to take the market up a notch, following the example of other markets nationwide. One possibility is partnership with Kiwanis, the city, and with local vendors to think through some changes to policy, more consistent management, and possibly facility development.

I suggest you go to the City Market (Kansas City) website. Look at its policies but also take a peek at the metal awnings for a thought on a simple multi-use facility.

Here are a few thoughts on how the market could improve, based on my experience and by looking at the practices of other farmers markets around the country:

1. Provide for annual purchase of a guaranteed spot for regular vendors. While the \$5.00 a spot price is great, regular vendors would surely pay more for a guaranteed location, as they often arrive at 3:00 a.m. to secure the spot where customers expect them. This would require more management, as those spots would need to be held or marked in advance of opening. Customarily, a "Market Master" organizes this and also assigns spots in the early morning to irregular vendors.

2. Provide for EBT/SNAP at the market through an "umbrella" system so that individual vendors would not be solely in charge of providing this service (and which no one does.) Not only would EBT be a financial benefit to vendors, it would be a great benefit to the elderly, children, and low-income families in this acknowledged food-poor area. EBT is a staple at most sizeable markets and we are way behind the curve here. This would also most likely be a Market Master duty. Also, I don't know if Kirk-Tran operates on Saturdays, but incorporating the market on its route seems sensible for the target population.

3. I've mentioned a Market Master position and with the above added responsibilities, financing a part-time position seems sensible. Typically a market master also screens vendors, arbitrates problems, and handles finances. I don't think increased vendor fees are out of the question at all and a committee may find other ways to fund this.

4. A facility which would provide shelter from weather (as rain drives off customers) and possibly allow operations earlier in the spring and later in the fall. As I mentioned above, a simple open air facility could also be used by other organization and for civic events. I do appreciate the downtown location because the courthouse provides a lovely park-like place for people to gather and kids to play. It's important for the ambience of the experience and critical for drawing a crowd. I think any future change in location (if at all) should be in a similar setting.

I would be happy to sit on a committee/coalition board between the city, Kiwanis and vendors. I hope you understand the value of the market in terms of local income and employment. For many vendors it is a major revenue stream as well as an important marketing resource. Finally, providing local, inexpensive food for our food-impooverished community is, to me, an ethical imperative and I urge you to consider ways to help meet that obligation.

KIRKSVILLE CITY COUNCIL PLANNING SESSION REPORT

SUBJECT: Parade & Community Event Cost

PLANNING SESSION MEETING DATE: September 14, 2015

CITY DEPARTMENT: Community Services

PREPARED BY: Ashley Young, Assistant City Manager, & Jim Hughes, Police Chief

During the July 20, 2015 Council Study Session, City staff were asked by Council Member Steele to provide answers to a series of questions regarding the cost of allowing parades, which have been attached to the end of this report. City staff believe this is an excellent opportunity to discuss parade and community event cost in the wider context of community development.

First, please see answers to the questions below, with the first question omitted as it is a statement and not a question:

2. Overtime costs for seven Maintenance Workers from the Public Works Department totals approximately \$1,135. The amount is approximately \$595 when setup and cleanup for a parade is during regular business hours (e.g. the St. Patrick's Day Parade and the Kirksville High School Homecoming Parade). These numbers vary depending on the employee scheduled as their pay varies based on experience, job description, etc. This includes putting out traffic cones, putting up and taking down the roping to separate the crowd from the parade, and running the street sweeper afterwards, if necessary. Staffing costs for nine officers from the Police Department totals approximately \$406. The costs for a parade staffed solely with overtime employees would be slightly different than above. You would remove administrators from the amount, as they do not receive overtime. However, you would increase other employees pay / benefit rate by half. Under the current system, the Police Department makes every attempt to utilize non overtime officers. If during normal business hours, this often involves using detectives, administrators (Lieutenant, Deputy Chief, and Chief), and patrol officers. If the parade is after normal work hours attempts are still made to control costs, but it may be necessary to utilize off-duty officers. As a general rule of thumb it will take approximately 2.75 hours to work a parade. This time starts with removing illegally parked vehicles from the parade route, pre event traffic, the parade itself, and post event traffic / issues. This makes the total amount from both the Public Works and Police Departments anywhere from approximately \$1,001 to \$1,541.

3. The "costs to clean up before and after a parade" are included in the total above for Maintenance Workers from the Public Works Department.

4. Some businesses in the Downtown have voiced their concerns regarding parades to City staff directly or through the Kirksville Downtown Improvement Committee (KDIC). These businesses located along the route of the parade would prefer that parades not be held during business hours. Ironically, this necessarily means that those same businesses are unable to take advantage of the potentially hundreds of people who come to the Downtown for the parade, or any other community event for that matter.

5. City staff anticipate that there will likely be six parades total held in 2015: the St. Patrick's Day Parade, the Kirksville Kiwanis Easter Parade, the Red, White & Blue Parade (Independence Day), the Kirksville High School Homecoming Parade, the Truman State University Homecoming Parade, and the Kirksville Kiwanis Christmas Parade. The St. Patrick's Day Parade is sponsored by the Dukum Inn, KTVO Television, and the KDIC with the goal of increasing commerce in the Downtown. The Kirksville Kiwanis Easter Parade is sponsored by the Kirksville Kiwanis Club to collect food for the Salvation Army Food Pantry. The Red, White & Blue Parade is sponsored by the City with the goal of increasing patriotism and community pride. The Kirksville High School Homecoming Parade is sponsored by the Kirksville R-III School District as part of the District's annual Homecoming festivities. The Truman State University Homecoming Parade is sponsored by Truman State University as part of the University's annual Homecoming festivities. The Kirksville Kiwanis Christmas Parade is sponsored by the Kirksville Kiwanis Club to collect warm clothing for children in need at the Kirksville R-III School District. Besides their express purposes, all parades are held with the goal of increasing community pride, community development, and bringing citizens to Downtown Kirksville.

Given the above information, it is important to note that all community events, not just parades, have the potential to, and do, consume City time and resources. The upcoming Red Barn Arts & Crafts Festival, Bacon Fest, and the KDIC Car Show are just a few examples. Other, more unique examples include the Big BAM and Battle of Kirksville reenactment this past summer, and the 31st Annual NEMO Triathlon, held this past weekend. Special events of this nature generally consume more resources than parades.

Despite the resources involved, parades and community events are an integral component of community development. Community development, like economic development (which it is most often paired with), is essential if we are to make the City more attractive to potential students, residents, and businesses. If anything, City staff advocate for continued and additional community development in the form of parades and community events.

City of Kirksville Adopt-A-Street Program

PURPOSE:

The purpose of the Adopt-A-Street program is to provide volunteer community support for litter removal and street beautification. Although not required, participating groups may also wish to initiate special beautification projects (e.g. planting flowers, working with land owners to clean-up unsightly private property, etc.)

This program will reduce litter along the streets, protect the environment and beautify the streets of Kirksville.

The program is not intended as a means of providing a public forum for the participants to use in promoting political causes.

DEFINITIONS:

Adopted Section: A particular section of City Street ~~or right-of-way~~ designated by the City of Kirksville to be adopted by the volunteer individual or organization participating in the Adopt-A-Street Program.

Organization: The individual or group approved by the City of Kirksville to be a participant in the Adopt-A-Street Program.

Sponsor: A group sponsor or member designated to represent the organization and serve as its liaison with the City of Kirksville. The Sponsor is the person who signs the agreement. -All organizations must have a sponsor in which the city can contact. If **Sponsor is a student organization, the Sponsor must be a faculty member.** If not a student organization, they must be a resident of Adair County. If the sponsor changes, the organization must contact the City of Kirksville with the new contact information. -

Agreement: The written agreement between the Organization and the City of Kirksville.

Major Street: Arterial or collector street.

Public Works: 2001 N. Osteopathy, Kirksville, MO The facility where you pick up the items needed for pick up and the drop-off point.

RESPONSIBILITIES:

Adopt a section of street ~~is right-of-way~~ for a minimum of two (2) years.

All Organizations in the Adopt-A-Street Program **MUST** sign a waiver and release form prior to **picking up litter**. ~~cleaning the streets.~~ Organization sign-off is to be completed each time ~~clean-up~~ **the street** is completed **cleaned**.

Each Organization shall provide one (1) adult supervisor for every eight (8) participants between the age of twelve and seventeen (12-17 **years of age**). No one under the age of eleven (11) will be allowed to participate in the program.

Organizations accept responsibility for a minimum of one half-mile section or 9 blocks of a major city street.

Pick Up Process:

Pick up litter along the adopted section at least twice a year, in the months of April and August (more pick up's if you choose). ~~Place litter in trash bags provided by the City and~~ If the gate is open, place filled trash bags in the trash dumpster located at Public Works **Complex, 2001 N. Osteopathy**, south side of building by fence. ~~– If the gate is not open the bags may be left outside the gate, off to the side, and they will be put in the dumpster by an employee on Monday. If the group encounters large items, tires, batteries or other hazardous materials, they may call the Public Works Department and make special arrangements for the City to pick up those items.~~

Pick up, from Public Works, safety vests (which must be worn), yellow trash bags and fill out Waiver Form each time trash is collected and return vests and Waiver Form when finished. Vests should (in a timely manner) be returned during normal business hours of 7:00 am to 4:00 pm.

The City will provide signs that identify the Organization **by name**. ~~–~~ **The** sign set will consist of two signs, one at each end of the adopted street section indicating which Organization has adopted that **street** section.

Modification or Termination of the Agreement:

This agreement may be modified or terminated for the following:

- A) The organization has not met the terms and conditions of the agreement.
- B) Organization has determined it is not able to participate in the program.
- C) Evaluation of compliance will be based on annual performance

~~Pick up litter and debris along the adopted section at least twice a year, during the month of April and August to coincide with Graduation & school starting. Additional pickups are encouraged.~~

Periodic inspection between pickups is also recommended to identify special code, law enforcement, or other problems that the adopting organization may wish to bring to the attention of the city.

City of Kirksville

Adopt A Spot Beautification Guidelines

- 1.) Adopter should submit a detailed planting plan and a completed volunteer agreement form to the City. The planting plan should:**
 - ☛ clearly identify the location of the intended project**
 - ☛ list species to be planted**
 - ☛ include drawings illustrating planting**

- 2.) City staff will review the plan taking into consideration:**
 - ☛ traffic**
 - ☛ parking**
 - ☛ sight distance for motorists**
 - ☛ public safety**
 - ☛ suitability of proposed plantings**
 - ☛ maintenance requirements**
 - ☛ other aesthetic features**

- 3.) Upon arrival:**
 - ☛ Adopter notifies the City 24 hours in advance of scheduled planting**
 - ☛ the City cooperates in efforts to create public awareness and support for activities**
 - ☛ the City furnishes and installs identification sign(s) on adopted section.**

For more information contact the Economic Development Office at 627-1224.

City of Kirksville

Adopt A Spot Beautification Priority Locations

Community Entrance Corridors

- Highway 63 South of Highway 6 East
- Highway 63 North of Highway 6 East

Baltimore Locations

- at LaHarpe
- at Patterson
- at Normal
- at Jefferson
- at Illinois
- at New

Downtown Locations

- Jefferson and Franklin
- Washington and Marion
- Washington and Franklin
- Washington and Elson (south side only)
- Harrison and Franklin
- Harrison and Marion
- Harrison and Elson
- Missouri and Franklin
- Missouri and Elson

Note: The City Council considers projects located in any of the above mentioned areas to be of highest priority.

Performance Indicators

Does Council wish to change, add, or delete any of these?

COUNCIL 1001

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Fiscal Responsibility and Efficiency in Government

PERFORMANCE MEASUREMENT/ SERVICE INDICATORS

Percentage of Expenditures as a percent of General Fund
Cost of General Services Per Kirksville Resident
City Council and Study Session Meetings Conducted
City Council Representation at MML Meetings
Partnership Meetings
% of Performance Evaluations Completed within 30 days of due date

ADMINISTRATION 1002

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Fiscal Responsibility and Efficiency in Government

PERFORMANCE MEASUREMENT/ SERVICE INDICATORS

Status reports distributed to Council- now quarterly
Newsletters distributed to City Council
Number of asset/infrastructure plans developed
Percent of Minutes approve w/o amendment
Media contacts/Press Releases
% of Performance Evaluations Completed within 30 days of due date

HUMAN RESOURCES 1003

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Fiscal Responsibility and Efficiency in Government

PERFORMANCE MEASUREMENT/SERVICE INDICATORS

Retention
Orientation by Human Resource Director – Full-time/Temporary
Average Salaries Compared to Market (maximum comparisons)
Average Salaries Compared to Market (median comparisons)
Percent of Performance Evaluations Completed
Supervisor and Employee Training /Newsletters
Grievances at the City Manager Level
LMC Mtgs (not including negotiations)/Employee Meetings

ECONOMIC DEVELOPMENT 1004

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Type of Measure: Effectiveness

- % growth in Downtown TIF assessed real property valuation
- % growth in sales tax revenues (April Only)
- # of referrals made for technical assistance
- # of retail businesses contacted for purpose of attraction
- # of retail businesses receiving assistance for relocation
- # of jobs created from businesses who received assistance
- # of new jobs crated by major manufacturers
- Grants identified
- Grants submitted
- Grants awarded
- Grants Administered
- City-wide assessed real property (millions)
- % of Performance Evaluations Completed within 30 days of due date

FINANCE 1005

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Fiscal Responsibility and Efficiency in Government

Type of Measure: Effectiveness

- GFOA award recognition for financial reporting and budgeting
- % of financial transactions posted by 15th of the following month
- Actual General Fund revenues as % of estimated General Fund revenue
- Budget Performance: expended vs. budget
- PY management letter recommendations implemented
- % of businesses in compliance within 30 days of renewal deadline
- % of performance evaluations completed within 30 days of due date
- General Liability claims filed
- Hours lost for Worker's Compensation claims

INFORMATION SYSTEMS 1006

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Fiscal Responsibility and Efficiency in Governmen

Type of Measure: Effectiveness

- Internal Customer satisfaction rating on general IT services

Type of Measure: Efficiency

- # of days to resolve service request (target<5)

Type of Measure: Workload

- # of service requests
- # of ITV Sessions Offered

MUNICIPAL COURT 1007

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Fiscal Responsibility and Efficiency in Government

Type of Measure: Effectiveness

Total cases filed-traffic/ordinance violations

Total cases disposed-traffic/ordinance violations

Record of conviction compliance rate to DOR - Sent Electronically 201

Type of Measure: Workload

Disposition categories-traffic/ordinance

In-court Trial dispositions - found guilty

In-court dispositions/guilty plea

Out-of-court Violation Bureau traffic dispositions

Out-of-court Violation Bureau ordinance dispositions

Out-of-court Violation Bureau parking dispositions

In and out-of-court dispositions/dismissed and nolle prosequi

Cases certified to Circuit Court

PUBLIC BUILDINGS 1008

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Protect City-Owned Assets

Type of Measure: Effectiveness

Measurable heating fuel usage in ccf (goal=1% reduction/3-year average)

Measurable electric usage in kWh (goal=1% reduction/3-year average)

Type of Measure: Efficiency

Safety-number of on the job or recordable injuries (goal=0)

Final costs of all major projects as % of budget (goal=<100%)

% of inspection items in compliance on monthly checklist (goal=>95%)

Type of Measure: Workload

Maximum number of building items needing repairs (goal=<20%)

Police Department 1020,1022,1023, 1024

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Quality of Life

Type of Measure: Effectiveness (Patrol)

Arrests/protective custody detainees

Foot Patrols

Community information releases

Guest Editorials

Public presentations

Traffic stops/enforcement efforts

Summons/tickets

DWI arrests

Citizen commendations
Formal sustained citizen complaints
Type of measure: Workload (Patrol)

Accidents- City wide
Injury accidents

Council Goal: Fiscal Responsibility and Efficiency in Government

Type of Measure: Effectiveness (Administration)

Training hours
Policies reviewed and tested
% of performance evaluations completed within 30 days of due date

Type of Measure: Effectiveness (Detectives)

Cases Assigned
Cases Cleared

Type of Measure: Effectiveness (Animal Control)

Number of animals picked up/trapped
Number of summons/ tickets

FIRE DEPARTMENT 1032, 1034, 1036

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Quality of Life

Type of Measure: Effectiveness

% of emergency operation/mitigation plan updates
Emergency operation drills
% of outdoor warning sirens tested without failure

Council Goal: Fiscal Responsibility and Efficiency in Government

Key Measure: Effectiveness

Days to complete code violations (goal<=30 days)
Days to complete after turning over to Codes (goal <=10)
Classes offered to other organizations

Fire Prevention programs offered by age group:

- Senior citizens
- Families
- College Students
- High school
- Middle School
- Primary School
- Pre-School

Fire inspections completed annually
Businesses Code inspections

Key Measure: Efficiency

Minutes of average response time to all incidents (Missouri Average 7:17)

Key Measure: Workload

Incident responses
Structure Fires/Other Fires
Hazmat and other Hazards
False alarms response incidents
EMS/Other Rescue
Good intent and Service Calls

PUBLIC WORK DEPARTMENT 1050, 1052

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Quality of Life

Key Measure: Effectiveness

% of CSRs closed within 20 working days
Average time from notification to repair potholes/damaged pavement
Overtime Salaries as % of Regular Salaries- Streets

Council Goal: Fiscal Reasonability and Efficiency in Government

% of performance evaluations completed w/in 30 days of due date

Key Measure: Workload

Days lost to accidents/ injury
Miles of snow plowed

Council Goal: Protect City-Owned Assets

Key Measure: Effectiveness

Square feet of concrete replaced, In-house
Square feet of asphalt replaced, In-house

CODE ENFORCEMENT 1073

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Quality of Life

Key Measure: Effectiveness

Days to address a citizen complaint (goal= \leq 10 days)
Nuisance code inspections
Utility/ building code inspections
Cases filed through Municipal Court
New structure permits
All other permits

Council Goal: Fiscal Responsibility and Efficiency in Government

Key Measure: Efficiency

Days for review and approval of business license (goal= \leq 7 days)

Key Measure: Workload

Business licenses approved

ENGINEERING 1074

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Fiscal Responsibility and Efficiency in Government

Key Measure: Effectiveness

Average contract price as % of engineer estimate

Projects designed in-house

Estimated construction cost of design in-house (in millions)

Projects designed by consultants

Estimated construction cost of design by consultants (in millions)

Final construction cost as % of initial contract price

Council Goal: Protect City- Owned Assets

Key Measure: Effectiveness

% street system inventoried

% GIS database completed for City infrastructure

RECREATION ADMINISTRATION 1080

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Quality of Life

Key Measure: Effectiveness

Free Community Programs/Events # of Participants

(Week of the Young Child, Easter, Block Parties, Movies, Fall Festival, Art in the Park, Track Meet, Santa Letters, Campout)

Free Community Programs/ Events Cost per Participant

Fine arts Programs/Events # of Participants

(Theatre Camp, Performing Arts Camp, Spring, Summer, Fall Theatre)

Fine Arts Programs/Events Cost per Participant

Athletic Programs/Events # of Participants

(Tennis and See Kids Run)

Athletic Programs/Events Cost per Participant

Other Programs/Events # of Participants

(Science Camp, Seed to Plate, Creative Writing, Breakfast w/Santa)

Other Programs/Events Cost per Participant

Council Goal: Fiscal Responsibility and Efficiency in Government

Key Measure: Effectiveness

% of performance evaluations completed within 30 days of due date

Council Goal: Protect City-Owned Assets

Key Measure: Effectiveness

Park master plans reviewed and updated

AQUATIC CENTER 1088

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Quality of Life

Key Measure: Effectiveness

Partnerships

Red Cross audit rating (goal=Pass)

of hours programmed

% of days available for outside pool usage

Council Goal: Fiscal Responsibility and Efficiency in Government

Key Measures: Effectiveness

of patrons

Cost per visit

% increase in revenue

of participants - swimming lessons

Cost per participant- swimming lessons

of participants - Lifeguard training

Cost per participant- Lifeguard training

of classes held- Red Cross Training

of participants per class- Red Cross Training

Cost per participant- Red Cross Training

Council Goal: Fiscal Responsibility and Efficiency in Government

Key Measure: Effectiveness

% of performance evaluations completed within 30 days of due date

WALKING AND CYCLING TRAIL 16

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Quality of Life

Type of Measure: Effectiveness

Lane-miles of bicycle lanes

Linear feet of compliant sidewalks constructed

CAPITAL IMPROVEMENT SALES TAX 31

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Economic Development

Key Measure: Effectiveness

Low-interest business loan recipients

% of business improvement loan funding allocation

Council Goal: Fiscal Responsibility and Efficiency in Government

Key Measure: Effectiveness

% of sales tax proceeds coverage of expenditures and transfers

% increase in sales tax revenue over prior year

% increase in capital needs over prior year

TRANSPORTATION SALES TAX 32

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Quality of Life

Key Measure: Effectiveness

Linear feet of curb and gutter constructed or replaced

Council Goal: Fiscal Responsibility and Efficiency in Government

Key Measure: Effectiveness

% of sales tax proceeds coverage of expenditures and transfers

% increase in sales tax revenue over prior year

% increase in capital needs over prior year

Council Goal: Protect City-Owned Assets

Key Measure: Effectiveness

Average Pavement Condition Index (PCI) rating

Square yards of concrete pavement repaired

Centerline lane miles of asphalt pavement overlaid or sealed

Miles of major street reconstruction or construction

Miles of new street added to the inventory

CENTRAL GARAGE 40

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Fiscal Responsibility and Efficiency in Government

Key Measure: Effectiveness

% of performance evaluations completed within 30 days of due date

Average cost per breakdown repair

Average downtime hours per vehicle

Average maintenance cost per mile

% of outside labor vs. total vehicle expense

Average availability (%)

Police patrol cars

Fire trucks

Heavy trucks

Medium trucks

Light trucks/cars

Backhoes

Construction equipment

Maintenance equipment

Total fleet

INSURANCE 60

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Fiscal Responsibility and Efficiency in Government

Key Measure: Effectiveness

Annual Medical/Dental/Pharmaceutical Cost per employee

Total participation in Biometric Screening (employee/spouse)

Number of employees who met their Interactive Health Index goal

Average employee sick leave usage (hours)

UTILITIES FUND 80

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Fiscal Responsibility and Efficiency in Government

Key Measure: Effectiveness

% of performance evaluations completed within 30 days of due date

Water Treatment

Wastewater Treatment

Utility Maintenance

Overtime Salaries as % of Regular Salaries

Water Treatment

Wastewater Treatment

Utility Maintenance

Administration

% of water billed to water pumped (goal=>90%)

% of reserve maintained

Debt service coverage (goal=>1.1)

% of customers paying accounts on-line

% of estimated meter reads

% of capital projects completed within budget

Water Treatment

% of compliance with limits for disinfection byproducts

(Trihalomethanes/haloacetic acids)

Water quality complaints

Average time to resolve quality complaints for customer (hours)

Water Distribution

Feet of new or replacement water mains installed

Water main breaks

Average cost of six-inch water mains installed in-house (per foot)

Average cost of six-inch water mains installed by contract (per foot)

Wastewater Collection

Feet of new replacement sewer mains installed

Average cost of sewer mains installed in-house (per foot)

Feet of sewer lines cleaned

Odor and sewer back-up work orders

Wastewater Treatment

Reported by-pass events and sanitary sewer overflows

Million gallons of inflow treated daily

Average BOD (parts per million daily)

Suspended solids (parts per million daily)

Average daily outflow (per million gallons per day)

Average ammonia (parts per million daily)

Average oil & grease (parts per million daily)

AIRPORT FUND 87

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Quality of Life

Key Measure: Effectiveness

Passengers served by commercial air service through the FAA EAS program

Council Goal: Fiscal Responsibility and Efficiency in Government

Key Measure: Effectiveness

Hangar occupancy

Gallons-sold Jet A fuel

Gallons-sold AV gas fuel

Individual FAA and Part 139 required training hours

Subsidy per commuter passenger

% of performance evaluations completed within 30 days of due date

FAA inspection discrepancies (goal= <1)

NORTH PARK FUND 89

KEY PERFORMANCE MEASURES/ SERVICE INDICATORS

Council Goal: Quality of Life

Key Measure: Effectiveness

Partnerships

% of days available for usage

Council Goal: Fiscal Responsibility and Efficiency in Government

Key Measure: Effectiveness

% increase revenue

% increase in cost of operations

of participants- Adult Softball

Cost per participant- Adult Softball

2015 GOALS

Economic Development

Insure that the community's comprehensive economic development programs are retained

- Coordinate/encourage quarterly meetings with all economic development operations
- Understand the budgets of each economic development organization within the community
- Facilitate partnerships whenever possible between the economic development organizations
- Work to maintain the Economic Development Alliance, one-stop economic development shop

Expand economic development efforts to include other areas of focus specific to the City's efforts, excluding industrial recruitment and tourism

- Meet with Major Employers annually
- Work with local realtors, building owners to market available commercial buildings
- Inventory existing businesses to determine gaps in services and work to attract franchising businesses to the community
- Attend the monthly Chamber of Commerce Economic Development Committee meeting
- Market the low interest loan program available to downtown building owners to improve store fronts/facades
- Market City's airport property identifying businesses ideal for this location
- Develop incubator program with KREDI and MREIC at the EDA building
- Work with educational institutions to find out how to retain workforce to adapt to new work environment

Continue to work with the Kirksville Regional Economic Development Incorporated (K-REDI), Kirksville Area Chamber of Commerce, and the Missouri Rural Enterprise and Innovation Center to attract and expand business in Kirksville

- Support day-to-day operations through use of city facilities, access to staff expertise, etc.
- Maintain Community Profile, keep website up to date including property listings, develop flyers, brochures when needed,
- Provide up-to-date information on airport services and improvements
- Identify incentives based upon criteria established in City Council Policy #9 Economic Development
- Assist with the preparation of individualized presentations under direction of Director of Job Creation
- Pursue state and federal incentives available for projects as recommended by KREDI and staff

Continue to work with the Tourism Office to develop a tourism program expanding the number of visitors to Kirksville

- City Manager and a Council appointee will serve on Tourism Board
- Assist in identifying target organizations, events and activities
- Provide City support in planning, organizing and hosting events
- Encourage a comprehensive marketing plan that includes benchmarks for success
- Support efforts to promote Kirksville along new Highway 63.

Work with the State of Missouri, TIF Commission, downtown partners, KDIC, downtown businesses, property owners, residents and the community on DREAM

- ~~Continue to work with the State of Missouri on DREAM process~~
- Identify projects key for collaboration
- Meet with the KDIC to discuss DREAM and Downtown Progress including membership/fundraising status

City should focus on retail and service sector attraction and retention

- Identify potential retail companies that are needed to meet community needs soliciting interest through mail, email and telephone contacts
- Identify potential service providers that are needed to meet community needs soliciting interest through mail, email and telephone contacts
- Assemble list of available properties through local real estate offices that would be placed on City website and marketed to targeted retail and service companies
- Develop low interest loan program including application requirements to include financial information, focus of the loans, and process for review and approval
- Help businesses develop a web presence
- Develop a shop local campaign – include success stories
- Conduct surveys to find out why people shop in Kirksville, why businesses chose to locate to Kirksville

Quality of Life

Develop Survey instruments throughout the year that focus on timely community issues.

- Use Kirksville Connection to ask questions of citizens seeking input on a variety of topics. Questions in the Connection should be limited to no more than 3
- Work with other organizations and community groups to determine interest of citizens on topics of mutual interest (similar to Day Care and Community Needs Assessment)

Continue to identify infrastructure needs within existing areas of the City of Kirksville

- Annually evaluate the quality of existing streets using paver system, water working with Missouri DNR on owner supervised program, sewer, storm drainage, and lighting
- Identify future needs for each community park through the creation of park plans
- Work to eliminate sub-standard housing conditions as identified using low interest loan funds
- Explore the possibility of implementing a wireless network for the community
- Continue to provide support to the Adair County Humane Society to guarantee the sustainability of these animal care services
- Evaluate the existing hike/bike trail plans and develop a complete streets plan to implement

Continue to implement and enforce beautification efforts to promote community pride

- Work with Community Groups to encourage a focus on “Community Pride”
- Implement a plan to maintain the downtown public spaces identifying those areas that are the responsibility of the City’s Public Works Department
- Enforce City property maintenance codes
- Expand the City’s Adopt-a-Street Program, evaluate an Adopt-a-Spot Program

- Use loan repayment funds to provide low interest loans to qualifying home owners for housing renovations including roofs, windows, siding, etc.
- Create a Community Day to reinvest back into the community

Sponsor community-wide events – include all events whether cash or in-kind support given

- Red, White and Blue Festival
- Friday Nights on the Square
- Art in the Park program
- Cape Air Airfest
- NEMO Triathlon
- TSU Parade
- KHS Parade
- St. Patricks Day Parade
- Provide staff and equipment support to Truman, ATSU and public school for special events

Establish Open Communications

- Promote events
- Create a robust online presence through website
- Respond to citizen comments through use of electronic medium
- Develop surveys that provide feedback to the City

Work with Community and Community Organizations on Items of Mutual Interest

Fiscal Responsibility and Efficiency in Government

Cost Saving Ideas

- Produce cost savings ideas on how to reduce the budget – focusing on increments of \$5,000 or more
- Track cost savings measures and carry implemented ideas over year after year including the evaluation of savings using OPIS (oil price information service)
- Encourage employees to come up with cost savings measures

Long Range Planning

- Analyze costs compared to benefits for new projects or programs, as part of the research process
- Develop long range plans of 5 years and 10 years plus for all city owned buildings and facilities
- Develop a five-year rolling revenue projections for each of the following funds: General, Capital Improvements, Transportation Sales Tax, Airport, Aquatic Center
- Continue to develop an action plan to address upcoming state regulations for the wastewater treatment plant to insure compliance with new State and Federal regulations

Staff Retention

- Provide orientation to all new employees including review of personnel benefits and job responsibilities
- Complete performance assessments within 30 days of employee's anniversary date
- Explore incentives for those individuals who perform beyond expectations
- Continue recognition of work by City Manager providing small incentives
- Minimize recruitment and training costs and lost productivity by increasing retention levels of employees through improved wages

- Improve communications at all levels of the organization through newsletters, payroll stuffers, employee meetings, email correspondence, department meetings
- Provide necessary training needed to maintain required certifications
- Develop a plan to encourage employees interested in advancement

Build Partnerships

- Continue the implementation of joint purchasing for office supplies and building maintenance supplies. Work to identify other possible internal purchases to include common items like safety equipment, herbicides, etc.
- ~~➤ Explore with other governmental groups – i.e. school district, county, etc. on potential joint purchasing projects~~
- Explore technology enhancements that would allow citizens more access to City services online such as bill payments, permit purchasing, license renewals
- Continue partnership meetings with Adair County Commission, Kirksville R-III, Truman State University and ATSU
- Develop partnerships with other organizations – Arts Association, KDIC, Chamber of Commerce, etc.
- Identify other partnerships, hosting meetings to identify shared goals and agendas
- Continue to foster strong relations with existing community partners – Chamber of Commerce, Kirksville Airport Association, Kirksville Arts Association, KDIC, KBSA, service clubs and other organizations
- Continue to work with State and Federal partners on shared goals and agendas – DNR, MDC, MoDOT, FAA, and state and local representatives
- Build partnerships with citizens on shared issues of concern
- Continue to work within Region B RHSOC of the state of Missouri

Protect City Owned Assets

Asset Inventory

- Insure that responsible city purchasing practices are in place and followed
- Determine what are the City's assets – people, property, equipment, services, etc.
- Analyze the overall value of experience and training that is currently in place for city positions
- Determine the effectiveness of establishing a city-wide Inventory system to track all city-owned property
- Secure an engineering firm to work with the City on future Airport projects

Asset Protection

- Complete a survey of peer cities including list of services provided to determine how we compare
- Continue to implement and update long-range plans for capital assets – water, sewer, streets, buildings, parks and airport
- Prepare a comprehensive document that includes the five-year plans for water, sewer and streets, incorporate the long range plans of the City's Comprehensive Plan into this document
- Develop long-range plans for public buildings, parks and airports
- Determine costs of long-range plans, calculate costs and outline funding plans to support efforts
- Work with other partners of the E911 Joint Services Board to develop a long-term sustainability plan for the E911 Center

Community Pride

- Communicate capital plans to the citizens through the Kirksville Connection, hosted public venues, website and cable channel 3

- Communicate this information to the general public through City Council meetings, Commission Meetings
- Work with citizen groups to establish ways to address issues that arise through collaborations identifying responsibilities of all concerned and determining appropriate course of action for each
- Support the efforts of organizations who are focusing on a community pride campaign

FUTURE STUDY SESSION TOPICS

- Review Trail/Sidewalk Plan
- Review Park Master Plans
- Parking Plan for Downtown
- Utility Rate Review
- Budget Review
- Brush Site Issues and Solutions
- Incubator Concept for EDA
- Wastewater Treatment Plant Update
- Levels of Fluoride in Water
- E-911 Center Funding
- Communications Plan
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