

RESOLUTION NO. R-15-35

A RESOLUTION ADOPTING THE 2016 ANNUAL OPERATING BUDGET FOR THE CITY OF GLADSTONE, MISSOURI, AND AUTHORIZING THE EXPENDITURES OF FUNDS FOR MUNICIPAL SERVICES.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, AS FOLLOWS:

THAT, for the purpose of financing the conduct of affairs of the City of Gladstone, Missouri, during the fiscal year from July 1, 2015, and ending June 30, 2016 inclusive, the budget of the City's revenue and expenses for such period prepared and submitted to the Gladstone City Council by the City Manager is hereby approved and adopted as the Official Budget of the City of Gladstone, Missouri; and

THAT, the amounts set forth in the various funds are hereby appropriated to such uses, and authority is hereby given to the City Manager of the City of Gladstone, to expend the amounts shown for the purposes indicated; and

THAT, Annual Expenditures as shown in the Annual Budget and in each of the listed budgeted funds is:

Fund	Expenditure/Expense
General Fund	\$17,683,575
Capital Improvement Sales Tax Fund	\$1,748,710
Transportation Sales Tax Fund	\$1,883,365
Equipment Replacement Fund	\$467,000
CWSS Fund	\$9,404,232
Public Safety Sales Tax Fund	\$838,787
Comm Center/Parks Tax Fund	\$3,337,920


THAT, the amounts for each fund, as shown in the Annual Budget, shall not be increased or decreased except by Council approval, but the various objects of expenses comprising the total appropriation for any fund may be increased or decreased at the discretion of the City Manager, providing the adjustments shall not increase the total amount appropriated for that fund; and

INTRODUCED, READ, PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI THIS 8TH DAY OF JUNE, 2015.



Mayor Bill Garnos

ATTEST:



Ruth E. Bocchino, City Clerk

Ruth

City of Gladstone

Public Hearing

Budget Draft



July 1, 2015 to June 30, 2016

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FISCAL YEAR 2015-2016 BUDGET

CITY MANAGER'S BUDGET MESSAGE

May 20, 2015

Bill Garnos, Mayor
Jean Moore, Mayor Pro Tem
Carol Suter, Councilmember
J. Brian Hill, Councilman
R. D. Mallams, Councilman

Submitted herewith is the Fiscal Year 2016 (FY16) budget and program of services for the City of Gladstone. The annual budget for FY16 as proposed represents the strategic, administrative and financial plan of the City of Gladstone. This budget is the product of a comprehensive team effort from every level of the municipal organization. Supervisors generated budget requests with input from their employees. Department Heads reviewed, refined, and modified requests from supervisors to address department responsibilities and to reach the goals set by the City Council. Departmental submissions were then reviewed and adjusted by the Budget Team, consisting of the City Manager, the Assistant City Manager, Finance Director, Interim Parks & Recreation Director, Human Resources Administrator, Accountant, and Financial Analyst, in an effort to balance financial constraints and service delivery mandates. Capital, supplemental, technology, and building requests, as well as capital improvement and enterprise funds, were reviewed and adjusted by the Budget Team. This process has been thorough and maintains the efficient and effective delivery of City services, but does not end with adoption of the budget document. The FY16 budget presents a balanced program of services and cost control measures which will be monitored throughout the year to provide the quality programs and services important to the citizens of Gladstone.

The FY16 budget is intended to serve as a policy document, a financial plan, an operations guide and a communication device. The following overview of the FY16 budget illustrates the conservative approach utilized by the City Council and City Staff to develop a proposed budget plan which benefits the entire City of Gladstone and its residents.

EXECUTIVE SUMMARY

The effects of the economy and the downward pressure on all revenue sources have been consistently factored into previous budget cycles. The FY16 Budget revenue projections reflect an improving local economy and maintain the required commitment to outstanding services for all Gladstone citizens as well as to the employees who provide citizen services. This budget continues the emphasis on achievement of

Budget Team Goals that include providing the resources to achieve Council Goals. The Budget Team Goals were to fund the upcoming strategic planning initiative, fund ongoing economic development initiatives, maintain a sustainable Capital Equipment Replacement Fund, fund the Compensation & Classification Plan, fund an annual merit increase, and provide Public Safety the necessary resources to insure Gladstone remains a safe community.

GENERAL FUND

REVENUES

Revenue projections for FY16 are based on FY15 mid-year revenue projections, revenue trends, and the current local economy. Please reference Table 1 on the next page.

Total budgeted revenues are projected to be \$17,711,174. This projection represents a revenue increase of \$10,554 from projected FY15 Mid-Year revenues. Total budget includes operating revenue, debt, and equity transfers. Details on major categories of revenue are provided in the following narrative.

Property tax revenue is projected to be \$3,345,087 representing an increase of \$30,531. FY15 was a non-assessment year and overall valuations increased by .88% primarily due to personal property taxes. FY16 is a re-assessment year and real estate valuations are projected to increase only marginally from FY15 levels based on current realtor indicators.

General Fund Sales Tax revenue is projected to show an increase of \$159,598, to \$3,761,000 over FY15 Mid-Year Budget. FY15 sales taxes are currently trending 7% or \$160,000 above FY15 projections.

Gross Receipts Tax revenue is projected to be \$3,609,000. Gross Receipts revenues are based on historical trends, weather patterns, and anticipated rate adjustments. Electric and Natural Gas receipts are projected to remain at current levels based on typical seasonal usage. However, Telecom and Wireless Gross receipts continue to decline for a projected net decrease of \$37,000 as customers drop their land lines and the wireless industry moves from phone services to data services.

License and Permit revenue is projected to be \$510,150 for a decrease of \$52,912. Construction permits and licensing revenues are now comparable to pre-recession revenue levels; however last year's hail event resulted in increased permits that are not expected in FY16.

Intergovernmental Revenue for FY16 is expected to increase by \$179,157. These revenues are projected to be \$1,393,000 or 8% of total revenues. Intergovernmental revenues are mainly composed of grants, gasoline taxes, vehicle registration taxes, motor vehicle sales taxes, and Special Road District revenues. Low gasoline prices are contributing to increased gas tax collections (\$20,000). Motor vehicle and registration taxes are rebounding toward pre-recession levels and are expected to increase by \$25,000. Special Road District taxes are expected to increase (\$22,000). A grant of \$100,000 related to the Linden Woods project to be used toward the purchase of a new ambulance is also included.

Charges for Services totaling \$3,062,164, or 17% of total revenues, are projected to increase by \$17,606 for FY16. This increase is mainly due to an increase in administration service charges resulting from personnel cost increases related to the newly implemented pay plan.

Fines and Forfeitures revenue accounts for 7% of total revenues and is estimated to be \$1,188,874 in FY16 or a decrease of \$38,130 compared to FY15 projections.

Miscellaneous Revenue and Transfers are projected to be \$841,900 for FY16. This is a reduction of \$203,463 over FY15. This reduction is due to decreased transfers from General Fund reserves used in FY15 to fund the Compensation and Classification Plan.

Fund balance exceeds the 20% reserve requirement by \$20 with a positive net income of \$27,599.

Table 1

Revenue	2015 Midyear Budget	2016 Budget	Incr/(Decr) Over 2015 Expected
Property Tax	\$ 3,314,556	3,345,087	\$ 30,531
Sales/Use Tax	3,601,402	3,761,000	159,598
Gross Receipts Tax	3,646,000	3,609,000	(37,000)
Licenses & Permits	563,062	510,150	(52,912)
Intergovernmental	1,213,843	1,393,000	179,157
Charges for Service	3,044,558	3,062,164	17,606
Fines & Forfeitures	1,227,004	1,188,874	(38,130)
Misc. Revenue Tsfrs	1,045,363	841,900	(203,463)
Equity Adj	44,832	-	(44,832)
Total Revenue	<u>\$ 17,700,620</u>	<u>\$ 17,711,174</u>	<u>\$ 10,554</u>

EXPENDITURES

General Fund FY16 projected expenditures are \$17,683,575. This represents a \$34,037 increase compared to FY15 expected expenditures. Table 2 on the next page provides a budget comparison of the FY15 Expected Budget and the FY16 Proposed Budget, by object classification and department. The following narrative provides an explanation of the changes in each category of expenditures found in Table 2.

FY16 is the second fiscal year of the Compensation and Classification Plan. The FY15 portion of the Plan was funded from reserves set aside for that purpose. The FY16 portion was to be funded with adjustments to benefits and budget strategies such as the large equipment lease last year. That lease reduced supplemental funding pressures this year. That said, capital and supplemental requests, operational increases, a proposed average merit increase of 2% (\$190,000), and increased overtime (\$80,000) for Public Safety, required funding. The following narrative provides additional expense budget details.

Personnel Services Personnel services total \$12,647,932 or 71.5% of the total budget. This reflects an overall increase of \$123,072 or 1% compared to FY15 Expected. Base salary costs in FY16 include recommendations for an average 2% merit pay increase (\$190,000), funding of the FY16 portion of the Classification and Compensation Study (projected at \$386,000), and additional Public Safety overtime (\$80,000). These increases are primarily offset by estimated health care benefit adjustments (\$45,000), Missouri Local Government Employees Retirement System (LAGERS) provision changes and rate reductions (\$140,000 estimate), savings in the calculation of overtime (\$50,000) for all Departments, and staffing modifications (projected \$240,000). Staffing modifications include the elimination of one regular full-time position – Recreation Secretary and the hiring delay for four regular full-time positions. Additional details on personnel and benefits will be highlighted in the personnel section later in this memo.

Supplies and Services Supplies and Services have decreased by \$254,466 over FY15. Supplies have decreased by \$97,793, while services decreased by \$156,673. Decreases in supplies include a decline in motor fuel prices (\$17,400), computer replacements (\$28,000), and miscellaneous budget cuts across all departments. The majority of City computers have been replaced so there will be no additional computer replacements for FY16. In addition, there were one-time-only expenditures in FY15 that will not occur in FY16 such as the pay study contract (\$25,060) and reduced building requests (\$35,451). The projected decrease in services is from one time projects in FY15 that were not re-budgeted in FY16 such as electrical in the downtown area (\$42,359) and consultant contracts in Finance (\$13,000). In addition there was a reduction in Senior Programs (\$47,058), and development agreements (\$47,600) that reached maturity.

Debt Capital and Transfers Debt, Capital, and Transfers have increased by \$164,801 over FY15 Expected. This increase is primarily due to the purchase of an additional ambulance (\$190,000).

Table 2

Expenditures	2015 Expected	2016 Budget	Incr/(Decr) Over 2015
Object Classification			
Personnel Services	\$ 12,524,230	\$ 12,647,932	\$ 123,702
Supplies	1,209,137	1,111,344	(97,793)
Services	3,371,901	3,215,228	(156,673)
Debt/Capital/Transfers	544,270	709,071	164,801
Total Expenditures	<u>\$ 17,649,538</u>	<u>\$ 17,683,575</u>	<u>\$ 34,037</u>
Department			
General Administration	\$ 1,159,206	\$ 1,063,145	\$ (96,061)
Finance	1,582,641	1,521,816	(60,825)
Public Safety	7,763,553	8,441,697	678,144
Public Works	2,191,424	2,200,936	9,512
Community Development	1,019,228	1,005,780	(13,448)
Parks & Recreation	2,501,046	2,339,854	(161,192)
Non-Departmental	1,432,440	1,110,347	(322,093)
Total Expenditures	<u>\$ 17,649,538</u>	<u>\$ 17,683,575</u>	<u>\$ 34,037</u>

DEPARTMENT CAPITAL AND SUPPLEMENTAL REQUESTS

General Fund Budget supplemental requests by department are detailed on pages 75-77. Original department requests totaled \$1,800,771. The proposed budget attempts to address the top budget priorities of Public Safety, Public Works, and Parks and Recreation. Capital and supplemental request in the amount of \$368,094 are recommended for funding for FY16. Details are provided in the following narrative for recommended capital and supplemental requests.

As referenced earlier, in FY15, in order to lock historically low interest rates, the City entered into a lease purchase agreement totaling \$742,000 to fund heavy equipment and trucks recommended for replacement through FY17. This locked in historically low interest rates and addressed capital needs. Also, since the primary focus of the FY16 budget was to fund the classification and compensation study, capital and

supplemental purchases in FY16 are more limited. The following narrative provides detail for recommend capital and supplemental requests for FY16.

General Administration Requests totaled \$28,589. No requests were recommended for funding.

Finance Technology requests totaling \$230,432 from all departments made up the majority of the Finance requests. No requests were recommended for funding.

Public Safety Requests totaled \$1,019,944. FY16 recommends funding \$297,844 for two patrol vehicles with emergency equipment (\$65,000), a Zoll X Series Manual Monitor/Defibrillator (\$31,950), and a 2015 TraumaHawk Ambulance (\$190,000). The ambulance will be funded through an escrowed grant from the Linden Woods Project (\$100,000) and ambulance reserves (\$90,000). A prisoner transport van (\$60,000) will also be lease purchased under a 6 year lease with annual payments of \$10,894. This van was originally requested for purchase in the PSST Fund. However, a revenue and expense trend analysis indicated that lease funding would not be feasible in the PSST Fund.

Public Works Requests totaled \$167,050. \$6,350 was recommended for a cut-off saw (\$1200), and wheel balancer (\$5,150).

Community Development No requests were submitted.

Parks and Recreation Requests totaled \$294,755, and \$13,900 was recommended for funding. This funding will include the lease purchase of a front deck mower with all-weather cab (\$24,500) with an annual payment of \$4,450, and additional Linden Square programming (\$9,450).

Non-Departmental Non-Departmental requests totaled \$60,000. Phase II of the Citizen Based Strategic Plan (\$50,000) was recommended for funding.

PERSONNEL CHANGES

In the proposed FY16 Budget, personnel related expenditures of \$12,647,932 comprise 72% of the General Fund. Personnel services continue to represent the largest expenditure in the General Fund. Personnel services show an overall increase of \$123,702 or 1% over FY15 Expected.

Base salary costs in FY16 include recommendations to address the challenges of meeting the budget goals and include an average 2% merit pay increase (\$190,000 estimate), funding of the FY16 portion of the Classification and Compensation Study (projected \$386,000), and additional Public Safety overtime (\$80,000). These increases are generally offset by health care benefit adjustments (\$45,000 estimate), Missouri Local Government Employees Retirement System (LAGERS) provision changes and rate reductions (\$140,000 estimate), savings in the calculation of overtime (\$50,000) and staffing modifications (projected \$240,000). Staffing modifications include the elimination of one regular full-time position – Recreation Secretary and the delay in filling four regular full-time positions.

Staffing The FY 16 Budget proposal incorporates a six-month hiring freeze of four full-time positions and the elimination of another full-time position. Specifically, the proposed budget reflects the elimination of the Parks and Recreation Secretary and the delay in filling the Finance Customer Service Clerk, the Public Safety Law Enforcement Captain, the Public Information Coordinator and the Parks and Recreation Department Director. These open positions occurred with retirement attrition. Staff is recommending the use of interim measures and alternative staffing methods, as operationally possible. Although the current Parks and Recreation Secretary position is not vacant, the incumbent would transfer to the open Public Safety Records Clerk position (also anticipated due to retirement attrition). These staffing changes reflect a total estimated savings of \$240,000.

Classification & Compensation Plan The proposed budget continues to support the City's new Compensation & Classification structure that was initially implemented in February 2015. It anticipates a continuation of the merit "pay for performance plan," based on an average 2% merit pool (\$190,000). The opportunity for a merit increase recognizes that employees may be absorbing some increases in health care costs while providing the potential for a slight increase in their overall compensation in an attempt to stay current with the marketplace.

While labor budgets continue to remain modest, a slight increase is expected in 2015. Organizations, with salary budgets that are projected to be higher for 2015, indicated that the primary reason for the increase is due to "greater competition for their workforce or anticipated labor shortages." The City of Gladstone is competing with neighboring municipalities to fill Public Works and Public Safety open positions, due to limited potential incumbents. According to separate research findings by Hay Group, Aon Hewitt and WorldatWork, the average projected merit increase for 2015 will be 3.0 percent, which is slightly higher than the 2.9 percent increase workers received in each of the past two years. This is in line with the Towers Watson Data Services Study and Mercer's Compensation Planning Survey; they too both predict an average increase of 3.0 percent in base pay for 2015. In a subsequent analysis of survey findings, WorldatWork notes that the percentage of organizations not awarding increases is down as well, at 2 to 5 percent, fairly close to historical levels.

Benefits As recommended by the Compensation and Classification Consultant, the Pay and Benefits Employee Task Force reviewed the benefit survey results to recommend a potential mix of pay and benefits. The Employee Task Force reviewed the cost of provision changes to LAGERS in line with the cost of implementing the new ranges and made a recommendation to leadership to discontinue the Rule of 80 for new hires and move to a five-year Final Average Salary with the implementation of FY16. The Employee Task Force also reviewed the premium percentage for employee/employer contributions to the health plan options of comparator cities. They made a recommendation to leadership to change the health plan contribution strategy to a flat dollar contribution to all health plans by coverage level, which is presented in the proposed budget. Additionally, the Employee Task Force recommended that leadership consider increasing the maximum benefit of \$3,000 per employee for tuition reimbursement and adding the vacation accrual level of 184 hours of time off for general full-time employees with 20 up to 25 years of service, and 200 hours of time off for general full-time employees with 25 plus years of service. The Employee Task Force further recommended that Leadership consider adding one holiday – either Veteran's Day or a day at the City Manager's discretion each year. Lastly, staff is recommending that the City consider changing the methodology for calculating overtime. The trend of recognizing hours worked in the calculation of overtime with comparator cities was reviewed with the Employee Task Force. The need to offset the costs of implementing the new ranges with a change in pay practices was deliberated and acknowledged. With these changes, the City of Gladstone continues to provide comprehensive and affordable benefits to its employees, while recognizing market place practices.

Over the past decade, according to analysis by Aon Hewitt, workers' share of health care costs (including premium contributions and out-of-pocket costs) will have increased almost 150 percent – from 2004 to 2014. Managing these health care costs while providing affordable health coverage is critical. Within the proposed budget, employees may elect among several combinations of medical, dental and vision coverage or they may enroll in the dental and/or vision coverage while waiving the medical coverage. The proposed budget does not include an increase to the dental and vision plans, nor are we forecasting an increase in the overall premium. Therefore, the employee contribution amounts for the dental and vision insurance from FY 15 to FY 16 would remain unchanged.

Dental – Delta Dental of Missouri

Coverage Level	Current Contribution	Proposed Contribution
Employee only	\$4.25/mo.	\$4.25/mo.
Family	\$10/mo.	\$10/mo.

Vision – Vision Service Plan

Coverage Level	Current Contribution	Proposed Contribution
Employee only	\$1.50/mo.	\$1.50/mo.
Employee + 1	\$3.50/mo.	\$3.50/mo.
Family	\$4.50/mo.	\$4.50/mo.

In regard to group health insurance coverage, the City offers employees the option to participate in either one of the two open access plans – Plan B: the Preferred Provider Organization (PPO) plan or the High Deductible Health Care Plan (HDHP) – and either of the two Health Maintenance Organization (HMO) plans through the public entity risk pool, Midwest Public Risk (MPR). These diverse plan options continue to offer choice and encourage health care consumerism, a commitment to fiscal responsibility/stewardship and the evaluation of alternate dependent coverage.

HDHPs have surpassed HMOs as the second most popular plan that employers offer, and a growing number of organizations are offering these as the only option. In line with current market practices, the City offers a High Deductible Health Care (HDHP) plan which features lower premiums and a large deductible of \$1,500 for single or \$3,000 for family coverages. The HDHP permits participants to utilize a tax-free portable Health Savings Account to purchase routine medical and pharmacy services. Staff recommends continuing to fund contributions to participant accounts to encourage employee participation and health care consumerism.

FY16 reflects a forecasted 3.5 percent premium increase to the HMOs (both the Enhanced and Standard plan options), a 3.9 percent premium increase to the PPO Plan B and 1.0 percent increase to the HDHP. This represents an overall increase of 3 percent. However, the standard pool increases for MPR groups are estimated at an overall increase of 4 percent. The rates include fees and benefits mandated by the Patient Protection and Affordable Care Act (ACA). Specifically, certain prescription items will be covered by all MPR plans at 100 percent. Last year, the MPR Board of Directors approved a tiered pricing structure based on a three-year-rolling-average claims utilization. The tiers and related increases or decreases from the standard pool rate are as follows:

- 1% discount for groups with a three-year average utilization of less than 80%
- Standard pool increase for groups with three-year average utilization of 80% to 109%
- 1% additional increase for increase for groups with three-year average utilization of 110% to 124%
- 2% additional increase for groups with three-year average utilization of 125% to 149%
- Up to an additional 5% increase for groups with utilization of 150% or greater

The claims utilization figures do not include the administrative costs of 12-14 percent. We anticipate the City of Gladstone qualifying for a one percent discount for FY16. The following table reflects estimated or proposed changes in employee contribution amounts for each health care plan (under the wellness component):

The following table reflects estimated or proposed changes in employee contribution amounts for each health care plan (under the wellness component).

	“Enhanced” HMO		“Standard” HMO	
Coverage Level	Current Contribution (Wellness)	Proposed Contribution (Wellness)	Current Contribution (Wellness)	Proposed Contribution (Wellness)
Employee only	\$53.30/mo.	\$55.16/mo.	\$0/mo.	\$0/mo.
Employee + 1	\$383.26/mo.	\$401.84/mo.	\$263.46/mo.	\$272.68/mo.
Family	\$431.96/mo.	\$447.06/mo.	\$294.88/mo.	\$305.20/mo.

	HDHP		Plan B	
Coverage Level	Current Contribution (Wellness)	Proposed Contribution (Wellness)	Current Contribution (Wellness)	Proposed Contribution (Wellness)
Employee only	\$0/mo.	\$0/mo.	\$28.18/mo.	\$61.06/mo.
Employee + 1	\$201.82/mo.	\$0/mo.	\$284.92/mo.	\$378.82/mo.
Family	\$239.26/mo.	\$16.40/mo.	\$334.62/mo.	\$498.24/mo.

These rates represent a change from the prior year’s employee/employer contribution strategy and an estimated savings of \$45,000 over FY 15 Expected. Staff recommends that the City continue to provide employee only coverage at no cost through the HMO Standard plan, with the flat dollar cost of the employer contribution for the Standard HMO plan being applied to the other plan options. Employees then pay the difference in the premium differential for the HMO Enhanced Plan, Plan B and the HDHP. The proposed budget includes a 78 percent employer contribution strategy for the dependent coverages of the HMO Standard Plan. Likewise, employees pay the premium differential for the HMO Enhanced, Plan B and HDHP for dependent coverage (i.e., Employee Plus Spouse, Employee Plus Children or Employee Plus Family coverage levels). For employees who choose the HDHP option, staff recommends an employer contribution into the Health Savings Account for three of the four coverage levels. To maintain an equal contribution to all plans by coverage levels, staff recommends an employer contribution of \$125.16 per month for the Employee Only Coverage and \$40.25 per month for the Employee Plus Spouse or Employee Plus Child(ren) coverage level. There is no HSA employer contribution recommendation for the Employee Plus Family coverage level.

The proposed contribution strategy gives participants greater financial stake in their health and health care purchasing decisions. Although an increase is noted in the employee contribution amount for some of the health coverage plan options, the budget does propose alternative plan design options. The proposed increases maintain affordable health care options for our employees, yet allow the City to more effectively manage rising health care costs.

Additionally, under the ACA, starting January 1, 2015, the employer responsibility mandate became effective for the City of Gladstone. Generally, the mandate requires the City to provide affordable health coverage to applicable employees; otherwise, the City must pay a penalty. The ACA presents two potential penalties – 1) a penalty upon employers that choose not to offer healthcare coverage to substantially all eligible employees and 2) a penalty upon employers that offer coverage but the coverage offered is not deemed affordable under the law. Both penalties are triggered when a full-time employee obtains health insurance through the Public Exchange Marketplace and receives a premium tax credit. Therefore, it is important for the City to consider the ACA definition of affordable health insurance while considering the employee/employer health care contribution strategy. The proposed non-wellness employee only contribution (five percent of the premium) of the Standard HMO plan option meets the

ACA affordability requirements. Additionally, the City continues to work to reduce health plan costs through wellness initiatives, health risk assessments, health status improvement and disease management programs.

The FY16 proposed budget recommends changes in the elected provisions of the Missouri Local Government Employees Retirement System (LAGERS) program. Staff is recommending a return to the standard Final Average Salary structure, from the current “3-Year Final Average Salary.” Under the LAGERS retirement system, a defined benefit method is used for determining benefits. Monthly Life Benefits are calculated based on the Allowance Factor, Final Average Salary, and the Years of Credited Service. The Final Average Salary is calculated as either the highest 36 or 60 consecutive months of wages from an employee’s last 120 months of credit service. The standard provision is 60 consecutive months and is referred to as the “5-year Final Average Salary.” All regular full-time employees would continue to contribute 4% of their gross salary to the retirement system. The proposal is also recommending a discontinuation of the Rule of 80 election. Rule of 80 is an elected alternate retirement provision that provides an unreduced early retirement age. To be eligible for the Rule of 80 Retirement, the sum of an employee’s age and service credit must total the number 80. The proposed changes with the corresponding rate reductions as well as the investment saving rate reductions represent an approximate savings of \$140,000.

The FY16 budget reflects no substantial increases in Life, Accidental Death or Dismemberment, or Long-Term Disability insurances. However, projected premiums were not available for review and consideration in conjunction with the City’s annual budget process. Overall, the proposed benefits represent a notable commitment by the City to employees, while moving the City towards a more market-based total compensation system. Special thanks to the Pay & Benefits Employee Task Force members: Chris Helmer, Planning Specialist; Debra Daily, Finance Director; Beth Saluzzi, Financial Analyst; Matthew Hoops, Parks Supervisor; Justin Merkey, Interim Parks & Recreation Director; Bill Brier, Police Officer; Tim Schmukey, Firefighter/Paramedic; Cheena Simpson, Corporal; Jason Snarr, Fire Captain; Kevin Kinney, Water Plant Operator; Nicholas Schulz, Public Works Maintenance Specialist; Matthew Kosmatka, Neighborhood Services Coordinator; and Tim Nebergall, Public Works Director.

Insurance The City of Gladstone, as a founding principal, is a member of the public entity risk pool, Midwest Public Risk (MPR), for Employee Benefits, Workers’ Compensation, and Property and Liability programs. Projected premiums for FY16 were not available for evaluation in conjunction with the City’s annual budget process. However, the FY 16 recommended Budget includes an estimated 4 percent increase to the casualty/liability coverage and a 5% increase in the workers compensation coverage. This is an estimated \$43,000 increase over FY 15 Expected.

CITY COUNCIL GOALS

The proposed FY16 Budget maintains operational stability with an emphasis on addressing City Council goals. Specifically, the Budget seeks to address goals and objectives developed during the 2015 Goal Setting Session. The resolution adopted earlier this year concerning these goals is shown on page 24.

Accept and coordinate implementation of all master plans The sidewalk master plan and stormwater master plan update are under contract after a thorough selection process. Both studies have a significant public engagement segment consisting of both open house style meetings and digital surveys. Public input will come to a close in April and consultants will begin to analyze comments as well as evaluate field conditions. It is anticipated that draft results will be shared with the City Council in late summer. Implementation will likely be a focus of the citizen based strategic plan, however, annual funding of \$50,000 for sidewalks and \$50,000 for stormwater is proposed in the capital plan.

The facilities plan has been contracted for and analysis of City buildings is underway. Drafts are anticipated for discussion in the fall. Implementation is likely a discussion of the citizen based strategic plan.

The cultural arts plan is completed and was presented to the City Council in November. Staff is currently working to apply short and long range goals of the plan. Staff is also drafting an RFP to seek interest in developing an art incubator in Downtown. The key to implementing this study is developing long term strategies to support the arts in Gladstone rather than directly providing arts.

Continue a commitment to and development of the Downtown Center Downtown also focuses on performing and physical art. Linden Square will have music and festivals for all ages including swing, rock and country. The City has also purchased the first two pieces of public art. "Nestle" has been installed near the northwest corner of the Community Center. The second piece will be installed at the northwest corner of Central Park this spring. These installations will be supplemented by pieces to be installed by the Heights and the Northland Innovation Center.

Land required to support the Northland Innovation Center was acquired including relocating an existing car lot. A development agreement was drafted, negotiated, and approved by the developer and City Council. All regulatory approvals are in place including zoning and permits. Construction is scheduled to begin May 1st with incentive discussions following shortly thereafter.

Additionally, the Heights is approximately 75% complete. Construction is scheduled to be complete early this summer. Residents are moving in weekly, with 70 of 224 units leased. Snow and Company opened in October and continues to see steady business growth.

The Council Goal also includes supporting development along commercial corridors. Along the Antioch Corridor, Hy-Vee has completed a significant remodel and added a Starbucks. The Meadowbrook Center CID is nearing completion, and Popeye's and Dunkin Donuts are planned to start this spring. The Curry Company is planning on \$11.6 million investment at the Kendallwood and Rock Creek properties. This spring staff will issue a RFP to solicit developers for the Scola property.

Along N. Oak Trafficway, Margaritas, Saloon 9 and Pizzeria made improvements to encourage outdoor seating. Senior Tequilas made a substantial improvement to add seating and enhance the building. The subdivision behind Gladstone Plaza has resumed construction with the issuance of four building permits.

The Downtown Center includes the addition of Funky Monkey Popcorn and Snow & Company.

Explore alternative opportunities to assure fiscal health and increase revenue All major revenue sources have been reviewed by Finance for collection enhancement. Examples of results include \$588,600 in additional delinquent tax collections and a reduction in delinquent property tax collection rates from 4% and 15% to 1% and 4% for real estate and personal property tax respectively. Audits of gross receipts and motor vehicle sales tax continue to ensure that revenues are distributed to Gladstone instead of other municipalities. An ambulance billing review and additional gross receipts audits for telecommunications and cable are currently being conducted. Current economic development initiatives have enhanced sales tax collections and this is expected to amplify with the continued downtown development strategies.

During the recession, Departments have effectively controlled operational spending. In order to implement and fund the Compensation and Classification Plan, benefits were reviewed and adjusted. Gladstone is self-funded for insurance, and this results in continuing return of dividends and rebates that reduce benefit costs. In addition, Innoprise Financial Software allows for enhanced expense tracking and budgeting, and long term budgeting strategies are continually reviewed.

Commit to and support the Citizen Based Strategic Plan A contract has been negotiated and approved with the National Civic League to perform phase I of the Citizen Based Strategic Plan. The City Council is being asked to supply names for consideration to serve on the Initiating Committee. Once the Initiating Committee has been appointed, a community based survey will be developed to assess our current conditions as well as overall civic strength.

Investigate potential Housing Strategy Staff has begun the process of summarizing and unifying work done over the last several years. This includes a review of the Comprehensive Plan, Antioch Road Plan, Neighborhood 2050 Plan, Community for All Ages, and NSP Program. Once this information is analyzed a unified strategy will be drafted.

Traditional housing strategies focus on low income and homeless needs. It is hoped that the Citizen Based Strategic Plan will discuss the unified strategy draft in a much broader sense.

Continue to promote Gladstone as a safe place and provide quality Public Safety services

Neighborhood Services Officers continue to work with the Community Development Department and apartment managers/owners on enforcing provisions in the Multi-Family Housing ordinance passed by the City Council in 2014. This process involves continuing communication with stakeholders and monitoring Public Safety Department calls for service in these areas.

The department has strong relationships with police, fire, and EMS agencies in the metropolitan area and continues to provide a leadership role in exploring partnerships such as consolidating dispatch/911 centers in Clay County. This has been a complex issue and is now largely dependent on support from state legislators in developing a funding solution for sustaining 911 operations state-wide.

The department continues to seek technology that enhances our objectives. The City Council approved the purchase of body-worn cameras for police officers at the January 12, 2015, City Council Meeting. We developed policies related to the use of cameras and this was shared with the City Council last year. The cameras have been ordered and we anticipate their arrival in May. We have also developed a plan to replace in-car video cameras in police patrol vehicles that integrates with body-worn cameras. This project has been included in the budget requests for FY 2016. We are also monitoring legislative activity in Jefferson City to ensure our policies are compliant with any legislation related to the use and storage of body-worn cameras by police that may be passed by the General Assembly.

The City Council approved the purchase of Conductive Energy Devices (Tasers) for our police officers in July of 2013 and they were deployed later that year. This technology has enhanced safety for the officers and public in resolving incidents where force is required. We also continue to utilize automated license plate readers (LPR) on three of our police patrol cars. This assists officers in identifying fugitives and locating stolen vehicles.

The Bicycle Patrol Unit completed their first full year of operations in 2014. Sergeant Chris Smith has outlined a plan of deploying officers on bicycles for 2015 and this information was shared with the City Council at a Study Session on January 26, 2015. The Bicycle Unit has been well received by the public and provides the department with additional tools to enhance the sense of safety and security in our neighborhoods and city events.

The department has experienced several vacancies in police officer and paramedic positions during the last year. We have developed a more aggressive recruiting effort by traveling to area police academies (Missouri Western State University Regional Law Enforcement Academy in St. Joseph, MO; Central Missouri Police Academy in Warrensburg, MO; and the Metropolitan Community Colleges Blue River Police Academy in Independence, MO) and visiting with cadets during their training. This has enabled us

to find the best candidates in each class and introduce them to our department and many times we are able to bring them on board upon their graduation.

The City has also partnered with the University of Iowa Emergency Medical Services Learning Resource Center to serve as a "Preceptor" site. This program sends paramedic students to our department where they are supervised by experienced paramedics in a clinical field setting, to allow practical experience with patients. We also have a similar arrangement with the Central Jackson County FPD paramedic training program. These partnerships have exposed aspiring paramedics to our organization and have become a useful recruiting tool.

The Fire Division has completed the process of developing technical specifications and publishing a Request for Proposal (RFP) for a new ambulance. The acquisition of a new ambulance is included in the FY 2016 Budget and it is anticipated a contract for construction of a new ambulance will be signed by the City Manager in July, 2015. Once the contract is signed by all parties, construction shall commence and should be delivered within 120 days.

COMBINED WATERWORKS AND SEWERAGE SYSTEM FUND

The proposed budget for FY16 will provide for all operating costs and debt service requirements. Total revenues are estimated at \$9,405,166 and total expenses are estimated at \$9,404,232 resulting in a net income of \$934. The Combined Waterworks and Sewerage System Fund - Estimated Statement of Revenues and Expenses, on page 61, itemizes the estimated revenues and expenses for the fund.

REVENUE

Operating revenues for water and sewerage sales is \$9,320,166 for fiscal year FY16, an increase of \$191,547 over FY15 Expected operating revenues. Operating revenues do not include interest revenue (\$15,000), sale of assets (\$10,000), and a reserve transfer (\$60,000). This projection is based on an analysis of current production, usage trends, no water rate increase and \$1.25 water service charge increase.

The CWSS operating revenues are based on the estimated sale of 677 million gallons of water. A two-year average of 670 million gallons for FY14 and FY15, plus additional added usage for the Heights of 7 million gallons, has been used to project water usage. While the 5 year average, FY09 thru FY13, was 718 million gallons, the most recent two years are continuing historically low water usage and this trend has been factored into FY16 operating revenues.

The water rate charge for production and distribution of potable water is currently \$3.87 per 1,000 gallons. The water service charge is \$4.52 per monthly billing. No water rate increases are recommended for FY16. City Management does recommend an increase in the water service charge of \$1.25 per billing. This results in a fixed total increase of \$15 per customer annually that will not fluctuate with usage. This will generate \$115,000 annually.

While water usage continues to decline, it is important to note that cost savings from reduced production are outpaced by operational increases. For example, lime sludge removal increased this year by \$27,000, and electricity is projected to increase by \$27,000. Salary costs, mainly due to Compensation and Classification Plan, will increase by \$44,553, and bad debt expense has increased by \$12,500 for an overall total cost increase of \$111,053. Although salaries and debt expense are classified as readiness to serve, or fixed costs that do not fluctuate with production, they remain a major component of costs and are designed to be funded through a service charge.

As you are aware, the City's sewer treatment services are provided by Kansas City, Missouri and subject to their rate structure. Collection and treatment of sewerage is currently \$7.28 per 1,000 gallons and the sewer service charge is \$11.15 per monthly bill. As you also know, Kansas City was mandated by the Environmental Protection Agency (EPA) to implement sewer improvement projects totaling \$2.6 billion. In response to the proposed 15% annual sewer rate increases by Kansas City to fund EPA mandates, the City hired professional consultants to work with City Staff and Kansas City Staff to understand the proposed annual sewer rate increases and help determine our fair share of costs for the required improvement projects. As a direct result of the cost of services study by Kansas City, it was determined that Gladstone was not required to raise sewer rates in FY13. However, in FY14 and FY15, sewer rates continued to increase, 15% to 10.7% respectively. The FY16 sewer rate increase is lower, or 4.225%, with the rate increasing from \$7.28 to \$7.59 or 31 cents per 1,000 gallons (KCMO Ordinance No. 150144). The sewer service charge will increase from \$11.15 per month to \$12.40 or \$1.25 per monthly billing. The new sewer rate and fee changes are effective as of May 1, 2015. Additional information on this sewer rate increase was detailed in a separate memo on the April 27, 2015 City Council General Agenda along with an ordinance that implemented the new sewer rate.

The table on page 62, Proposed Water and Sewer Rates of Metropolitan Cities, compares Gladstone's water and sewer rates to those rates charged in comparable area communities for a monthly bill. A Gladstone monthly average water bill is currently \$27.74 compared to an average water bill of \$38.93 for the metro area. If the recommended water service charge increase is implemented, an average monthly water bill for Gladstone will be \$28.99 compared to an average metro water bill of \$39.05. This is \$10.06 below the average water bill for the listed cities after recommended adjustments. After factoring in the sewer portion, Gladstone total water and sewer bill is slightly above average by \$3.83.

EXPENSES

The Estimated Statement of Revenues and Expenses on page 61 indicates total operational expenses of \$8,076,247 in FY16 for an increase of \$224,047 over FY15. This increase is primarily due to the increase in the sewer rate to \$7.51 per 1000 gallons and the increase in the service charge to \$12.40.

The proposed FY16 operating expenses increased by 2.85%. Personnel services increased by \$44,553 or 3.6%. Additional details for personnel are provided below. Operational supplies and maintenance decreased by \$3,600 while service operations and maintenance show an overall increase of \$23,502 mainly due to higher electricity costs. Non-departmental increased 2.9% due to the increase in projected sewer charges (\$124,500) paid to Kansas City, liability insurance (\$30,000), and bad debt expense (\$12,500).

Non-operating expenses include FY16 debt payments and transfers (\$1,087,985). Debt payments primarily are \$677,775 for the 2010 Bond Series, \$26,500 for the 2011 COPS, \$267,198 for the 2013 COPS, and \$65,029 for the 2015 COPS. The balance, or \$51,000, continues the reserve set aside for water plant repairs. Capital outlay will total \$240,000 for water line replacement projects in FY16 since water line replacements projects amounting to \$160,000 previously scheduled for FY16 were accelerated and contracted in FY15. Additional details are provided in the Supplement Request section in this memo.

PERSONNEL AND BENEFIT CHANGES

The FY16 proposed budget reflects a 3.6% or \$44,553 net increase in personnel services compared to F15 Expected. The increase includes funding of the Compensation and Classification Plan as well as a 2% average merit pay increase which is consistent with the General Fund FY16 Budget. Benefit adjustments are also consistent with the General Fund FY16 Budget.

SUPPLEMENTAL REQUESTS

FY16 Supplemental Requests for CWSS, totaling \$228,200, are listed on page 80. A total of \$27,000 was recommended to fund an increase in the lime sludge removal contract. Please note large equipment that included a backhoe (\$125,000) and a sewer vactor truck (\$325,000) were financed through a lease purchase agreement last year in FY15.

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program (CIP) is an important policy document considered by the City Council. Capital project construction is critical to maintaining the quality of life and economic vitality of any community. The City of Gladstone's 2016-2020 CIP was developed to plan effectively for future needs given current resources and City Council Goals.

The CIP document provides the City Council, the Capital Improvement Program Committee, the staff and the public with a framework for planning and scheduling capital projects. The plan presents a clear picture of projects scheduled for the current year. The process of updating the plan annually also provides an opportunity to revise the document based on changing community needs and priorities, economic conditions, revised cost estimates, or alternative funding sources.

The capital funds are comprised primarily of debt service. As in the past several years, minimal discretionary funding is available which impacts the ability to address every concern. The following paragraphs highlight proposed expenditures. A detailed listing of the plan is on pages 55-56.

Capital Improvement Sales Tax Fund As in previous years, this fund carries a significant amount of debt. This debt has proven to be financially prudent given historically low interest rates. This fund has accomplished stormwater, facility, and roadway projects at a pace that could not be possible on a pay-as-you-go basis. Highlights include:

- For the first time in 10 years, a modest sales tax increase is being proposed. A single 2% increase is planned as a result of economic development activities in Downtown and both primary corridors.
- A City Council goal is to complete and support the stormwater plan update. This plan is currently completing the public input phase. Staff hopes to present a draft for consideration this summer. In the meantime, staff is suggesting funding \$100,000 for the Mill Creek at Pursell project in FY16 then a generic \$50,000, \$100,000, \$100,000 in FY 17, 18, 19. It is hoped that an alternate revenue source may be considered by FY20.
- A City Council directive is to fund Phase I of Hobby Hill Park. Logical phasing of the plan requires approximately \$2 million. Staff is proposing a new debt issue with debt service provided from both the Capital Improvement Sales Tax Fund (\$115,000) and the Transportation Sales Tax Fund (\$35,000).

Transportation Sales Tax Fund This fund is characterized as containing the annual street program, construction of Pleasant Valley Road, and construction of the Rock Creek Greenway Trail. Highlights include:

- As in the CIST Fund a one-time modest sales tax increase is being projected.
- The annual street program represents budgeted expenditures of \$595,000 in FY16.
- Although Special Road District Funds are not budgeted in this fund, work on Englewood Road will be completed this summer.
- The public input phase of the Pleasant Valley Road is wrapping up. Over the course of the 5 year plan more than \$2 million is allocated.

- A City Council goal is to complete and support the sidewalk master plan. This study is completing the public input process. The 5 year plan proposes a placeholder funding level of \$50,000 per year. It is hoped that an alternative revenue source may be available over the course of this planning period.
- Finally, the Rock Creek Greenway Trail is funded. The local match is \$350,000 and includes a \$60,000 transfer from the CIST Fund.

The 2016-2020 Capital Improvement Program and 2016 Capital Improvement Budget representing the Capital Improvement Sales Tax fund and the Transportation Sales Tax Fund address major community needs and goals without altering the current property tax structure or existing fiscal policies of the City. The document was programmed in order to maximize the capital improvement projects that could be constructed with the funds available. Overall the health of the capital funds is positive. As in past years, staff recommends approval of the FY16 budgets and conceptual approval of the FY17 to FY20 planning concepts.

COMMUNITY CENTER AND CITY PARKS FUND

The proposed Community Center and City Parks Fund (CCPT) FY16 Budget will provide for all operating costs and debt service requirements. Total revenues are estimated at \$3,337,935. Total expenditures are estimated at \$3,337,920. Fund balance is projected to be \$1,593,980 at the end of FY16. Revenue and expenditure projections are in line with estimates used to determine the feasibility of funding the operations of the new Community Center as well as paying debt service on the 2006 COPS issuance.

The 2006 COPS funded the construction of the Community Center and associated infrastructure. These bonds were originally issued at an average rate of 4.88%. The historically low interest rates represent a unique opportunity to refund the 2006 COPS and issue a new 2015 COPS at a projected rate of 2.9%. This action may result in a fund savings of approximately \$1,800,000. These savings could be utilized as follows:

- 1) Through a capital contribution, the North Kansas City School District (NKCSO) contributes 26% of the total debt. The NKCSO refunding share would result in a total savings of \$468,000. If approved, the District is contemplating dedicating \$135,000 of the savings to a Capital Reserve for future repair of major natatorium systems. This would leave a District savings of \$327,000.
- 2) The City is hoping to partner with Clay County Senior Services for an addition to the Community Center. This addition would add multipurpose space and offices. The current estimate for the City's share of this work is \$500-\$600,000.
- 3) The bathhouse and primary equipment at the outdoor pool is in need of repair. A remodeling of the bathhouse and replacement of mechanical systems is necessary. The proposed funding for these improvements is \$500-600,000.

Time is critical in this conversation as changes in interest rates are fluid. Since the City Council concurs with this strategy, a go-to-market resolution has been placed on the May 26, 2015 agenda for consideration.

The Community Center and Park Fund - Estimated FY16 Revenues and Expenditures, on page 46, itemizes the estimated revenues and expenditures for the fund. Details are provided in the following narrative.

REVENUE

The proposed revenues for the CCPT Fund are \$3,337,935. Revenue projections are based on past feasibility studies and staff analysis of current operational data. Operating revenues for the Community

Center/Natatorium are projected to be \$2,429,560. This is an increase of \$27,668 over FY15 Expected projections. The Municipal Pool has operating revenues estimated at \$205,375, which is a projected increase of \$3,600. Non-operating revenues total \$703,000 and include the NKCSO capital user fee (\$525,000), interest earnings and other miscellaneous revenue (\$6,000), an annual infrastructure transfer for Community Center streets from Transportation Sales Tax Fund (\$100,000), and an equity transfer of \$72,000.

EXPENDITURES

Total proposed FY16 expenditures for the CCPT Fund amount to \$3,337,920. This is an increase of \$61,311 over FY15 Budget. Total operating expenditures amount to \$2,019,783. Operating expenditures for the Community Center, Natatorium, and Municipal Pool are projected to be \$872,870, \$897,671, and \$146,764 respectively. Non-Departmental expenditures are projected to be \$102,478 or \$266 less than FY15. Insurance and miscellaneous costs that are difficult to specifically assign to operating centers are accounted for in Non-Departmental. Non-operating expenditures or bond requirements total \$1,318,137 in FY16.

Operating net income or operating revenues less operating expenditures and non-departmental expense is projected to be \$615,152. Final net income after debt service is projected to be \$15 with an ending fund balance of \$1,593,980.

PERSONNEL AND BENEFITS

The FY16 proposed budget reflects total personnel costs of \$994,123: \$458,471 for the Community Center, \$445,094 for the Natatorium, and \$90,558 for the Municipal Pool. This Budget includes funding of the Compensation and Classification Plan as well as a 2% average merit pay increase which is consistent with the General Fund FY16 Budget. Benefit adjustments are also consistent with the General Fund FY16 Budget.

SUPPLEMENTAL REQUESTS

FY16 Supplemental Requests for CCPT are listed on page 78. Total requests amounted to \$108,491, and \$43,763 was recommended for funding. In the Community Center Division \$6,679 was funded. This includes Lego Camp Program (\$5,516), and one-half of the cost of preventative maintenance for Metasy/Johnson controls (\$1,163). In the Natatorium Division supplemental requests for \$37,084 were recommended for painting the diving well (\$14,702), painting the lap pool (\$16,793), timing system service agreement (\$4,425), and the remaining one-half of the cost of preventative maintenance for Metasy/Johnson controls (\$1,164).

PUBLIC SAFETY SALES TAX FUND

The proposed Public Safety Sales Tax Fund (PSST) FY16 Budget will provide for all operating costs, and debt service requirements promised to the voters in 2010. Total revenues are estimated at \$838,787. Total expenditures are estimated at \$838,787. Fund balance is projected to be \$45,057 at the end of FY16. The specific purpose of the PSST Fund was to fund six new law enforcement officers and related equipment expenses, fund two squad cars, and to also pay the debt service on the new radio system project. This budget fully funds these requirements. See the Public Safety Sales Tax Fund – Estimated Revenue and Expenditures statement on page 48.

REVENUE

The proposed revenues for the PSST Fund amount to \$838,787. Revenue projections for sales tax (\$816,500) are based on expected sales tax collections consistent with all other funds. Miscellaneous revenues are projected to be \$800 and there is an equity transfer of \$21,487 from fund balance.

EXPENDITURES

Total proposed FY16 expenditures for the PSST Fund are \$838,787. Operating expenditures and capital purchases are projected to be \$617,935. Non-Departmental expenditures are projected to be \$220,852. Insurance (\$10,100) and miscellaneous costs (\$16,419) that are difficult to specifically assign to operating centers are accounted for in Non-Departmental along with debt (\$194,333) for the radio system.

Capital and Supplemental requests totaled \$391,270 for seven requests and of that amount four items were recommended for funding. All capital and supplement requests are detailed below.

Fund Balance at the end of FY16 is projected to be \$45,057.

PERSONNEL AND BENEFITS

The FY16 proposed budget reflects total personnel costs of \$415,608. This includes funding the Compensation and Classification Study and funding for an average 2% merit increase consistent with the General Fund FY16 Budget.

SUPPLEMENTAL REQUESTS

FY16 Supplemental Requests for PSST are listed in Exhibit C. Total requests amounted to \$391,270 and of this amount \$95,777 was recommended for funding. This includes two patrol vehicles with emergency equipment (\$65,000), and the first debt payment (\$22,340) on a six year lease for integrated vehicle and body camera system, and five Tasers (\$8,437). A prisoner transport van (\$60,000) was the third ranked request in this fund. However, after analysis of future revenues and expenditures, it was not feasible to purchase this van in PSST so it was recommended for funding in the General Fund as previously noted.

SPECIAL PARKS AND PLAYGROUND FUND

The "Ordinance Providing for Open Spaces" was enacted by the City Council on October 11, 1965, and amended on January 26, 1970 for the purpose of providing additional parkland, or funds to purchase, develop, and maintain city parks and playgrounds. The sub-divider may dedicate a portion of the land for parks or pay a fee on a lot or acreage basis.

REVENUE

Revenue in the amount of \$770 is projected for FY16.

EXPENDITURES

No expenditures are requested for this budget.

The fund balance is projected to be \$2,169.

CAPITAL EQUIPMENT REPLACEMENT FUND

The Capital Equipment Replacement Fund (CERF) was established in 2001. This fund provides funds for capital purchases and projects.

REVENUE

The Equipment Replacement Fund is projecting total revenue of \$485,000; \$10,000 from interest earnings, and transfers totaling \$475,000.

EXPENDITURES

Expenditures proposed for FY16 total \$467,000. This amount covers projected land loan pay down (\$300,000), and COPS 2011 Debt Service (\$27,000). Capital equipment for General Fund will be funded by a transfer from CERF (\$140,000).

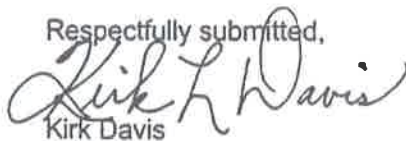
The estimated ending fund balance for FY16 will be \$1,002,413.

CONCLUSION

In order to continue to be one of the cities whose revenues exceed expenses, the City Council, City Management Team, and Staff are prepared to implement a proactive budgetary plan. With this budget, the City can realize rewards from past efforts and enhance the vision of the City's positive future. Through City Council leadership, a goal-oriented strategic budgeting process, citizen and employee involvement, the City's long-range goals and objectives can be accomplished. The budget reflects an emphasis on planning, financial trend analysis, and the utilization of Council policies and realization of City Council goals.

The City Management Team along with City Staff would like to formally thank the City Council for reviewing all the documentation submitted to justify the adoption of the FY16 budget. The proposed FY16 budget reflects a great deal of work by many people within the City organization. Special thanks must be given to the Finance Department for their outstanding efforts during the development of the budget. Assistant City Manager Scott Wingerson, Finance Director Debra Daily, Interim Parks & Recreation Director Justin Merkey, Human Resources Administrator Charlene Leslie, Accountant Dominic Accurso, and Financial Analyst Beth Saluzzi are recognized for their efforts during the budgetary process.

Respectfully submitted,

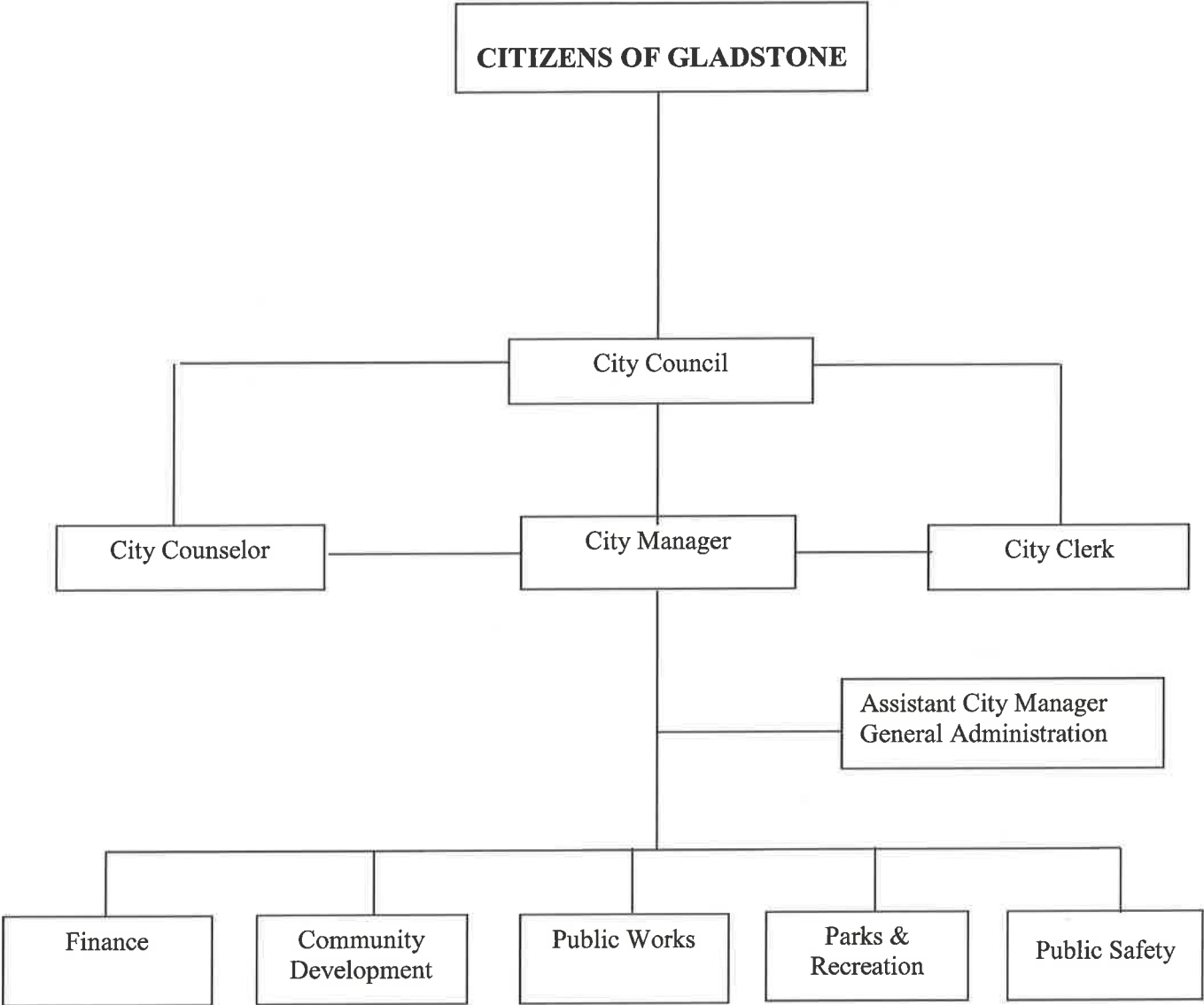


Kirk Davis

City Manager



CITY OF GLADSTONE ORGANIZATION CHART





CITY OF GLADSTONE COUNCIL GOALS

RESOLUTION R-14-80

A RESOLUTION ADOPTING A MISSION STATEMENT AND GOALS FOR THE CITY OF GLADSTONE, MISSOURI FOR 2014-2015

WHEREAS, the Council of the City of Gladstone believes that developing and implementing goals is a critical component in successfully managing the municipal resources entrusted to them; and

WHEREAS, the Council of the City of Gladstone recognizes that clearly articulated goals provide a valuable communication tool between a City government and its constituents; and

WHEREAS, the Council of the City of Gladstone is committed to implementing policies and allocating resources to promote these goals; and

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, AS FOLLOWS:

THAT, the following Mission Statement and Goals are adopted for the City of Gladstone, Missouri:

MISSION STATEMENT

"The City Council, Boards, Commissions, and city staff are dedicated to enhancing Gladstone's quality of life and sense of community through effective leadership and citizen engagement."


GOALS

- Accept and coordinate implementation of all master plans
- Continue a commitment to and development of the Downtown Center
- Explore alternative opportunities to assure fiscal health and increase revenue
- Commit to and support the Citizen Based Strategic Plan
- Investigate potential Housing Strategy
- Continue to promote Gladstone as a safe place and provide quality Public Safety services

INTRODUCED, READ, PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 24TH DAY OF NOVEMBER 2014.


J. Brian Hill, Mayor

ATTEST:


Ruth E. Bocchino, City Clerk



FISCAL YEAR 2016
PART I SUMMARIES



CITY OF GLADSTONE, MISSOURI
ASSESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE
PROPERTY
LAST FISCAL YEAR

(In 000s)

Year Ended Jun-30	Tax Year	Real Property		Personal Property		Railroad & Utilities		Grand Total
		Assessed Value (1)	Estimated Value	Assessed Value (1)	Estimated Value	Assessed Value (1)	Estimated Value	Assessed Value (1)
2006	2005	288,930	996,167	64,362	154,572	8,844	22,548	362,136
2007	2006	290,548	1,057,744	65,343	167,236	9,344	22,829	365,235
2008	2007	309,749	1,512,494	60,870	182,794	9,135	28,548	379,755
2009	2008	308,928	1,176,100	59,704	179,290	8,634	26,980	377,265
2010	2009	300,966	1,469,604	51,683	155,203	6,773	21,165	359,421
2011	2010	300,031	1,465,039	45,412	136,372	7,628	23,838	353,071
2012	2011	290,600	1,418,988	49,032	147,244	10,696	33,424	350,328
2013	2012	289,815	1,415,154	50,054	150,313	10,667	33,336	350,536
2014	2013	273,629	1,336,118	52,441	157,479	11,204	35,014	337,274
2015	2014	273,967	1,337,773	53,947	162,002	12,315	38,486	340,230



CITY OF GLADSTONE, MISSOURI

COMBINED BUDGET STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

BUDGETED FOR PERIOD ENDED JUNE 30, 2016

Governmental Fund Types

	Comm			
		Center/ Park	Public Safety	Park &
Revenue:	General	Tax	Sales Tax	Playground
Taxes	\$ 10,715,087	\$ 816,500	\$ 816,500	\$ 750
Licenses and permits	510,150	-	-	-
Intergovernmental	1,393,000	675,000	-	-
Charges for services	3,062,164	1,355,575	-	-
Fines and forfeitures	1,188,874	-	-	-
Interest and Other	544,900	318,860	800	20
Total Revenues	17,414,175	3,165,935	817,300	770
Expenditures:				
General Administration	1,113,583	-	-	-
Finance	1,594,013	-	-	-
Public Safety	8,467,213	-	557,114	-
Public Works	2,299,969	-	-	-
Community Development	1,053,527	-	-	-
Culture and Recreation	2,446,199	2,019,783	-	-
Capital Outlay	307,444	-	87,340	-
Debt Service:				
Principal retirement	161,366	1,018,001	150,000	-
Interest & fiscal charges	101,103	300,136	44,333	-
Total Expenditures	17,544,417	3,337,920	838,787	-
Excess Revenue o/(u)				
Expenditures	(130,242)	(171,985)	(21,487)	770
Other financing sources (uses):				
Operating transfers in	297,000	100,000	-	-
Operating transfers out	(139,158)	-	-	-
Use of Water Reserves	-	-	-	-
Sale of Fixed Assets	-	-	-	-
Excess of rev., other sources o/(u)				
expenditures, other uses:	27,599	(71,985)	(21,487)	770
Anticipated Unreserved Fund				
Balance, 7/1/15	3,210,950	1,665,965	66,544	1,399
Projected Fund Bal. 6/30/16	\$ 3,238,549	\$ 1,593,980	\$ 45,057	\$ 2,169



CITY OF GLADSTONE, MISSOURI
COMBINED BUDGET STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGETED FOR PERIOD ENDED JUNE 30, 2016 (continued)

	<u>Governmental Fund Types</u>			<u>Business Type Fund</u>	
	<u>Capital</u>			<u>Combined</u>	
	<u>Improv</u>	<u>Sales</u>	<u>Transport</u>	<u>Capital Equip</u>	<u>Water/Sewer</u>
	<u>Tax</u>	<u>Sales Tax</u>	<u>Replace</u>	<u>System</u>	<u>Total 2016</u>
Revenue:					Budgeted
Taxes	\$ 1,621,500	\$ 1,621,500	\$ 475,000	\$ -	\$ 16,066,837
Licenses and permits	-	-	-	-	510,150
Intergovernmental	-	24,057	-	73,770	2,165,827
Charges for services	-	-	-	9,246,396	13,664,135
Fines and forfeitures	-	-	-	-	1,188,874
Interest and Other	2,500	2,500	10,000	15,000	894,580
Total Revenues	1,624,000	1,648,057	485,000	9,335,166	34,490,403
Expenditures:					
General Administration	-	-	-	-	1,113,583
Finance	-	-	-	-	1,594,013
Public Safety	-	-	-	-	9,024,327
Public Works	-	-	-	7,086,247	9,386,216
Community Development	-	105,000	-	-	1,158,527
Culture and Recreation	-	-	-	-	4,465,982
Capital Outlay	246,000	1,120,000	300,000	240,000	2,300,784
Debt Service:					
Principal retirement	1,215,000	390,000	20,000	794,030	3,748,397
Interest & fiscal charges	132,710	73,365	7,000	242,375	901,022
Total Expenditures	1,593,710	1,688,365	327,000	8,362,652	33,692,851
Excess Revenue o/(u)					
Expenditures	30,290	(40,308)	158,000	972,514	797,552
Other financing sources (uses):					
Operating transfers in	-	160,000	-	-	557,000
Operating transfers out	(155,000)	(195,000)	(140,000)	(1,041,580)	(1,670,738)
Use of Water Reserves	-	-	-	60,000	60,000
Sale of Fixed Assets	-	-	-	10,000	10,000
Excess of rev., other sources o/(u)					
expenditures, other uses:	(124,710)	(75,308)	18,000	934	(246,187)
Anticipated Unreserved Fund					
Balance, 7/1/15	267,263	315,267	984,413	975,883	7,487,684
Projected Fund Bal. 6/30/16	\$ 142,553	\$ 239,959	\$ 1,002,413	\$ 976,817	\$ 7,241,497



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FISCAL YEAR 2016
PART II GENERAL FUND



GENERAL FUND

STATEMENT OF EXPECTED/BUDGETED REVENUES, EXPENDITURES, AND CHANGES IN FUNDS AVAILABLE

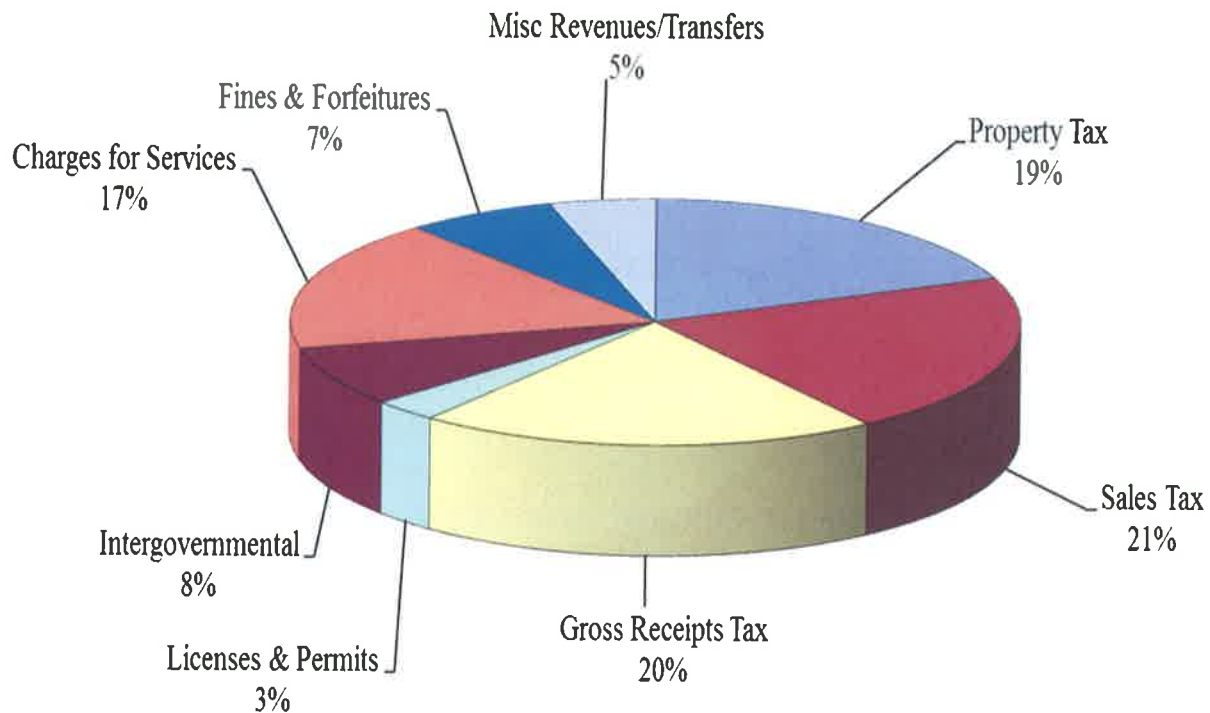
	<u>Actual</u> <u>2014</u>	<u>Budgeted</u> <u>2015</u>	<u>Expected</u> <u>2015</u>	<u>Budgeted</u> <u>2016</u>
Beginning Unreserved Fund Balance	\$3,177,114	\$3,084,042	\$3,204,700	\$3,210,950
Less: Equity Adjustment	0	18,000	44,832	0
Revenues & Transfers	17,918,599	17,428,601	17,700,620	17,711,174
Total Funds Available	21,095,713	20,494,643	20,860,488	20,922,124
Expenditures	17,891,014	17,427,852	17,649,538	17,683,575
ENDING UNRESERVED FUND BALANCE	\$3,204,700	\$3,066,791	\$3,210,951	\$3,238,549



GENERAL FUND

SOURCE OF FUNDS

	Budgeted 2015	Expected 2015	Budgeted 2016
General Property Tax	\$ 3,251,900	\$ 3,314,556	\$ 3,345,087
General Sales	3,497,200	3,601,402	3,761,000
Gross Receipts Tax	3,700,000	3,646,000	3,609,000
Licenses & Permits	456,400	563,062	510,150
Intergovernmental Revenue	1,293,450	1,213,843	1,393,000
Charges For Services	2,999,222	3,044,558	3,062,164
Fines & Forfeitures	1,224,004	1,227,004	1,188,874
Miscellaneous Revenue/Transfers	988,425	1,045,363	841,900
Non-Revenue Receipts	18,000	44,832	-
Total Revenue	<u>\$ 17,428,601</u>	<u>\$ 17,700,620</u>	<u>\$ 17,711,175</u>





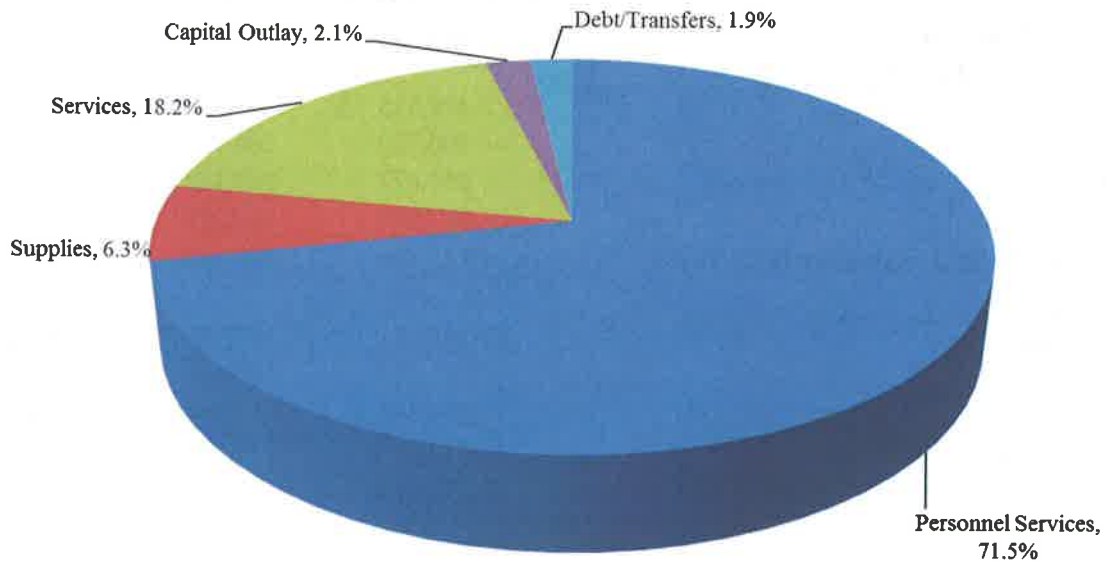
GENERAL FUND

SUMMARY OF EXPENDITURES—DEPARTMENT AND DIVISION CLASSIFICATIONS

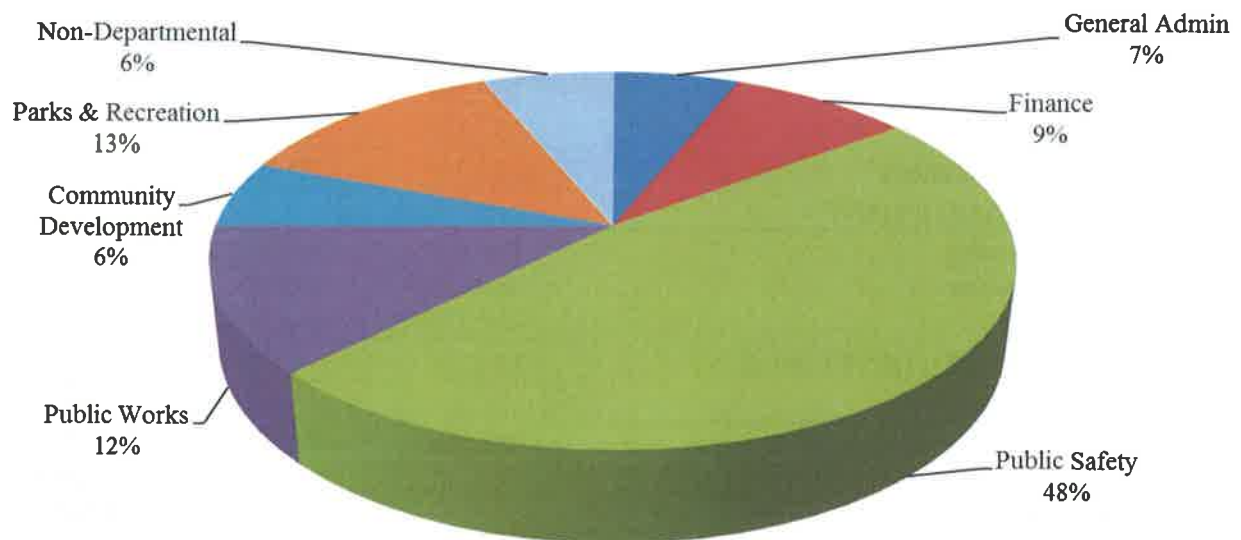
DEPARTMENT AND DIVISION	BUDGETED 2015	ESTIMATED 2015	BUDGETED 2016
GENERAL ADMINISTRATION			
Administration	\$ 488,035	\$ 488,035	\$ 463,507
Legal	200,729	200,729	202,060
Human Resources	257,672	283,172	257,716
Public Relations	187,270	187,270	139,862
TOTAL GENERAL ADMINISTRATION	1,133,706	1,159,206	1,063,145
FINANCE			
Administration	384,821	385,821	390,526
Municipal Court	173,289	177,439	184,676
Accounting	456,882	483,960	429,416
Information Technology	572,649	535,421	517,198
TOTAL FINANCE	1,587,641	1,582,641	1,521,816
PUBLIC SAFETY			
Administration	205,057	205,057	205,780
Support	1,395,713	1,395,344	1,497,197
Police Field Services	1,902,656	1,853,225	2,043,159
Fire and Emergency Services	3,111,366	3,154,249	3,528,917
Investigative Services	909,434	917,634	935,409
Animal Control	234,744	238,044	231,235
TOTAL PUBLIC SAFETY	7,758,970	7,763,553	8,441,697
PUBLIC WORKS			
Administration	270,162	270,162	275,913
Streets/Stormwater	1,530,101	1,506,777	1,508,708
Central Garage	257,169	257,169	262,184
Engineering	157,316	157,316	154,131
TOTAL PUBLIC WORKS	2,214,748	2,191,424	2,200,936
COMMUNITY DEVELOPMENT			
Administration/Planning	248,563	245,863	211,347
Economic Development	319,135	319,135	317,041
Code Enforcement	451,530	454,230	477,392
TOTAL COMMUNITY DEVELOPMENT	1,019,228	1,019,228	1,005,780
PARKS & RECREATION			
Administration	181,153	208,385	56,505
Recreation	1,180,331	1,252,573	1,233,394
Parks/Public Facilities	1,032,822	1,040,088	1,049,955
TOTAL PARKS & RECREATION	2,394,306	2,501,046	2,339,854
NON-DEPARTMENTAL	966,186	1,079,373	768,875
DEBT SERVICES/TRANSFERS	353,067	353,067	341,472
TOTAL BUDGETED EXPENDITURES	\$ 17,427,852	\$ 17,649,538	\$ 17,683,575



GENERAL FUND EXPENDITURES BY OBJECT



EXPENDITURES BY DEPARTMENT





GENERAL ADMINISTRATION DEPARTMENT SUMMARY

Personnel Detail

GRADE	SALARY RANGE	POSITION	STAFFING ACTUAL 2013-14	STAFFING ESTIMATED 2014-15	STAFFING BUDGET 2015-16
U/C	\$100/YR	Council Member	5	5	5
Y	\$ 109,435 \$ 135,479	City Manager	1	1	1
X	\$ 77,774 \$ 129,028	City Counselor	1	1	1
U/C		City Prosecutor	84 Sessions	84 Sessions	84 Sessions
U/C		Assistant City Prosecutor	24 Sessions	24 Sessions	24 Sessions
X	\$ 77,774 \$ 129,028	Assistant City Manager*	0.5	0.5	0.5
S	\$ 60,937 \$ 91,697	Human Resources Administrator	1	1	1
N	\$ 47,746 \$ 71,847	PI Coordinator	1	1	0****
	\$18/HR	City Management Intern	0	0	52 weeks
L	\$ 43,307 \$ 65,168	City Clerk	1	1	1
G	\$ 33,932 \$ 51,060	Executive Assistant	1	1	1
F	\$ 32,316 \$ 48,629	Human Resources Assistant	1	1	1
F	\$ 32,316 \$ 48,629	Legal Assistant	1	0***	0
C	\$ 27,916 \$ 42,007	Human Resources Clerk**	0.33	0***	0***

Comments

*Assistant City Manager split between General Administration and Community Development

** Position split between General Administration and CWSS Sewer and CCPT Nondepartmental, added in FY14

*** Position eliminated in FY15

**** Position eliminated in FY16

***** Position temporarily added in FY16

Expenditure Summary

	Actual 2014	Estimated 2015	Budget 2016
Personnel Services	\$ 992,997	\$ 900,299	\$ 828,583
Supplies-Operation/Maintenance	54,922	68,487	67,994
Services-Operation/Maintenance	218,897	190,420	166,568
Capital Outlay	-	-	-
Total	\$ 1,266,816	\$ 1,159,206	\$ 1,063,145



FINANCE DEPARTMENT SUMMARY

Personnel Detail

GRADE	SALARY RANGE		POSITION	STAFFING ACTUAL	STAFFING ESTIMATED	STAFFING BUDGET
				2013-14	2014-15	2015-16
X	\$ 77,774	\$ 129,028	Finance Director	1	1	1
R	\$ 58,036	\$ 87,331	IT Manager	1	1	1
L	\$ 43,307	\$ 65,168	Contract Administrator	1	1	1
N	\$ 47,746	\$ 71,847	Accountant	1	1	1
O	\$ 50,133	\$ 75,440	Senior IT Analyst	2	2	2
N	\$ 47,746	\$ 71,847	Financial Analyst	1	1	1
I	\$ 37,410	\$ 56,294	Court Administrator	1	1	1
M	\$ 45,472	\$ 68,426	Finance Supervisor/City Collector	1	1	1
G	\$ 33,932	\$ 51,060	Billing Coordinator	1	1	1
D	\$ 29,312	\$ 44,108	Billing Clerk*	0	1	1
B	\$ 26,587	\$ 40,007	Assistant Court Clerk	1.5	1.5	1.5
D	\$ 29,312	\$ 44,108	Accounts Payable Clerk	1	1	1
B	\$ 26,587	\$ 40,007	Customer Service Clerk	1	1	1
C	\$ 27,916	\$ 42,007	Finance Clerk	2	2	2
U/C			Municipal Judge	84 Sessions	84 Sessions	84 Sessions
U/C			Asst. Judge	24 Sessions	24 Sessions	24 Sessions

Comments

*Position added in FY15

Expenditure Summary

	Actual 2014	Estimated 2015	Budget 2016
Personnel Services	\$ 1,050,500	\$ 1,097,872	\$ 1,071,305
Supplies-Operation/Maintenance	108,038	70,842	39,152
Services-Operation/Maintenance	444,281	413,927	411,359
Capital Outlay	350	-	-
Total	\$ 1,603,169	\$ 1,582,641	\$ 1,521,816



PUBLIC SAFETY DEPARTMENT SUMMARY

Personnel Detail

GRADE	SALARY RANGE		POSITION	STAFFING ACTUAL	STAFFING ESTIMATED	STAFFING BUDGET
				2013-14	2014-15	2015-16
X	\$ 77,774	\$ 129,028	Public Safety Director	1	1	1
V	\$ 70,543	\$ 106,151	Police Captain	3	3	3
W	\$ 74,070	\$ 111,459	Deputy PS Director	1	1	1
P	\$ 52,640	\$ 79,212	Police Sergeant	6	6	6
Q	\$ 55,272	\$ 83,172	Fire Battalion Chief	3	3	3
L	\$ 43,307	\$ 65,168	Police Corporal	6	6	6
O	\$ 50,133	\$ 75,440	Fire Captain	7	7	7
O	\$ 50,133	\$ 75,440	Fire Inspector/Fire Marshall	1	1	1
J	\$ 39,281	\$ 59,109	Police Officer	26	26	26
L	\$ 43,307	\$ 65,168	Firefighter/Paramedic	21	21	21
I	\$ 37,410	\$ 56,294	Accredit/Records Unit Supervisor	1	1	1
J	\$ 39,281	\$ 59,109	Lead Communications Officer	1	1	1
I	\$ 37,410	\$ 56,294	Animal Control Supervisor	1	1	1
H	\$ 35,629	\$ 53,613	Firefighter/EMT	6	6	6
E	\$ 30,777	\$ 46,313	Administrative Assistant	1	1	1
E	\$ 30,777	\$ 46,313	Communications Officer	7	7	7
	\$14.80/HR		Reserve Communications Officers	1,000 Hours	1,000 Hours	1,000 Hours
D	\$ 29,312	\$ 44,108	Animal Control Officer	2	2	2
D	\$ 29,312	\$ 44,108	Professional Standards Coordinator/F	1	1	1
E	\$ 30,777	\$ 46,313	Property/Evidence Officer	0.5	0.5	0.5
I	\$ 37,410	\$ 56,294	Crime Analyst	1	1	1
C	\$ 27,916	\$ 42,007	Records Clerk	3	3	3
B	\$ 26,587	\$ 40,007	Administrative Clerk	0.5	0.5	0.5
A	\$ 25,320	\$ 38,102	PT Kennel Attendant	0.5	0.5	0.5
A	\$ 25,320	\$ 38,102	PT Kennel Attendant	0.5	0*	0
	\$8.00/HR		Crossing Guard	1,600 Hours	1,600 Hours	1,600 Hours

Comments:

* Position eliminated in FY15

Expenditure Summary

	Actual 2014	Estimated 2015	Budget 2016
Personnel Services	\$ 6,993,101	\$ 7,101,979	\$ 7,546,694
Supplies-Operation/Maintenance	351,184	326,195	311,176
Services-Operation/Maintenance	215,660	225,559	225,828
Capital Outlay	206,326	109,820	357,999
Total	<u>\$ 7,766,270</u>	<u>\$ 7,763,553</u>	<u>\$ 8,441,697</u>



PUBLIC WORKS DEPARTMENT SUMMARY

Personnel Detail

GRADE	SALARY RANGE		POSITION	STAFFING ACTUAL	STAFFING ESTIMATED	STAFFING BUDGET
				2013-14	2014-15	2015-16
X	\$ 77,774	\$ 129,028	Public Works Director	1	1	1
O	\$ 50,133	\$ 75,440	Public Works Superintendant	0.5	0.5	0.5
L	\$ 43,307	\$ 65,168	Engineer-in-Training	1	1	1
H	\$ 35,629	\$ 53,613	Fleet Maint Coordinator	1	1	1
G	\$ 33,932	\$ 51,060	Fleet Mechanic	1	1	1
H	\$ 35,629	\$ 53,613	Public Works Crew Leader	2	2	2
I	\$ 37,410	\$ 56,294	Construction Coordinator	1	1	1
E	\$ 30,777	\$ 46,313	Administrative Assistant	1	1	1
C	\$ 27,916	\$ 42,007	Maintenance Worker	7	7	7
B	\$ 26,587	\$ 40,007	Administrative Clerk	1	1	1

Comments:

* Position eliminated in FY15

Expenditure Summary

	Actual 2014	Estimated 2015	Budget 2016
Personnel Services	\$ 1,134,660	\$ 1,138,289	\$ 1,196,431
Supplies-Operation/Maintenance	398,654	316,700	336,440
Services-Operation/Maintenance	650,002	666,615	662,915
Capital Outlay	69,821	69,820	5,150
Total	<u>\$ 2,253,136</u>	<u>\$ 2,191,424</u>	<u>\$ 2,200,936</u>



COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

Personnel Detail

GRADE	SALARY RANGE		POSITION	STAFFING ACTUAL	STAFFING ESTIMATED	STAFFING BUDGET
				2013-14	2014-15	2015-16
X	\$ 77,774	\$ 129,028	Assistant City Manager*	0.5	0.5	0.5
Q	\$ 55,272	\$ 83,172	Eco Development Administrator	1	1	1
O	\$ 50,133	\$ 75,440	Building Official	1	1	1
L	\$ 43,307	\$ 65,168	Museum Manager	1	1	1
L	\$ 43,307	\$ 65,168	Building Inspection Coordinator	1	1	1
J	\$ 39,281	\$ 59,109	Planning Specialist	1	1	1
G	\$ 33,932	\$ 51,060	Neighborhood Coordinator	1	1	1
H	\$ 35,629	\$ 53,613	Neighborhood Specialist	1	1	1
E	\$ 30,777	\$ 46,313	Administrative Assistant	1	1	1
B	\$ 26,587	\$ 40,007	Administrative Clerk	1	1	1
I	\$ 37,410	\$ 56,294	Building Inspector	1	1	1

Comments

*Assistant City Manager split between General Administration and Community Development

Expenditure Summary

	Actual 2014	Estimated 2015	Budget 2016
Personnel Services	\$ 724,212	\$ 791,649	\$ 794,586
Supplies-Operation/Maintenance	51,909	47,662	40,639
Services-Operation/Maintenance	232,130	179,917	170,555
Capital Outlay	22,532	-	-
Total	<u>\$ 1,030,783</u>	<u>\$ 1,019,228</u>	<u>\$ 1,005,780</u>



PARKS AND RECREATION DEPARTMENT SUMMARY

Personnel Detail

GRADE	SALARY RANGE		POSITION	STAFFING ACTUAL	STAFFING ESTIMATED	STAFFING BUDGET
				2013-14	2014-15	2015-16
X	\$ 77,774	\$ 129,028	Parks and Recreation Director	1	1	1
P	\$ 52,640	\$ 79,212	Parks/Facilities Superintendent	1	1	1
K	\$ 41,245	\$ 62,064	Recreation Supervisor	1	1	1
H	\$ 35,629	\$ 53,613	Recreation Specialist	4	4	4
H	\$ 35,629	\$ 53,613	Parks/Facilities Crew Leader	2	2	2
E	\$ 30,777	\$ 46,313	Administrative Assistant	1	1	1
D	\$ 29,312	\$ 44,108	Recreation Secretary	1	1	0*
C	\$ 27,916	\$ 42,007	Parks/Facilities Worker	5	5	5
	\$12/HR		Tennis Instructor	400 Hours	400 Hours	400 Hours
	\$11.00/HR		Concession Manager	600 Hours	600 Hours	600 Hours
	\$8.00/HR		Softball Suprvsr/League	1993 Hours	1993 Hours	1993 Hours
	\$8/HR		Flag Football	120 Hours	120 Hours	120 Hours
	\$8/HR		Program Supervisors	2015 Hours	2015 Hours	1950 Hours
	\$9/HR		Seasonal Parks/Facilities Staff	6420 Hours	5924 Hours	5320 Hours
	\$8.50/HR		Senior Trip Escort	800 Hours	800 Hours	800 Hours
	\$8.25/HR		Bus Driver	800 Hours	800 Hours	800 Hours
	\$10.00/HR		Softball Scorekeeper	1049 Hours	1049 Hours	1049 Hours
	\$7.75/HR		Concession Operations	3500 Hours	3500 Hours	3500 Hours
	\$10/HR		TIP	412 Hours	412 Hours	400 Hours
	\$8.50/HR		Skate Park Attendant	672 Hours	336 Hours	672 Hours
	\$12/HR		LS Attendant	340 Hours	288 Hours	288 Hours
	\$8.50/HR		Yoga Assistant	0	0	12 Hours

Comments

* Position eliminated in FY2016

Expenditure Summary

	Actual 2014	Estimated 2015	Budget 2016
Personnel Services	\$ 1,222,226	\$ 1,249,615	\$ 1,182,092
Supplies-Operation/Maintenance	328,008	312,009	292,468
Services-Operation/Maintenance	1,044,847	937,422	860,844
Capital Outlay	23,725	2,000	4,450
Total	<u>\$ 2,618,806</u>	<u>\$ 2,501,046</u>	<u>\$ 2,339,854</u>



FISCAL YEAR 2016
PART III SPECIAL REVENUE FUNDS





**SPECIAL PARKS & PLAYGROUND FUND
(RESTRICTED USE FUND)**

ESTIMATED REVENUE & EXPENDITURES

Established by Ord. No. 1.378—Amended by Ord. No. 1.726

FISCAL YEAR 2016

Fund Balance, July 1, 2015 (Expected)	\$ 1,399
Budgeted Revenue, FY16	<u>770</u>
Total Funds Available	2,169
Budgeted Expenditures, FY16	<u>-</u>
Projected Fund Balance, June 30, 2016	<u><u>\$ 2,169</u></u>

	<u>Expected</u> <u>2015</u>	<u>Budgeted</u> <u>2016</u>
<u>Revenue</u>		
Interest Earnings	\$ 20	\$ 20
Lot Fees	<u>450</u>	<u>750</u>
Total Revenue	\$ 470	\$ 770

<u>Expenditures</u>		
Propane heaters for Linden Square	\$ 1,349	\$ -
Signage for Linden Square	<u>1,733</u>	<u>-</u>
Total Expenditures	<u><u>\$ 3,082</u></u>	<u><u>\$ -</u></u>

The “Ordinance for Open Space” was enacted by the City Council on October 11, 1965, and amended on January 26, 1970, for the purpose of providing additional parkland, or funds to purchase, develop, and maintain City parks and playgrounds. The sub-divider may dedicate a portion of his land or pay a fee on a lot or an acreage basis.



COMMUNITY CENTER AND PARK FUND (RESTRICTED USE FUND)

ESTIMATED REVENUE & EXPENDITURES

Established by Ord. No. 3.944

FISCAL YEAR 2016

	FY 2014 <u>Actual</u>	FY 2015 <u>Expected</u>	FY 2016 <u>Budget</u>
Projected Beginning Fund Balance	\$ 1,656,852	\$ 1,702,907	\$ 1,665,965
Revenues			
Community Center & Natatorium			
Sales Tax	789,579	798,108	816,500
Charges for Services	1,111,253	1,148,200	1,166,200
Rents & Royalties - Facility Rental	228,160	229,000	265,160
Other Misc Income	73,041	76,584	31,700
NKC Operating User Fee	150,000	150,000	150,000
Total Comm Ctr/Natatorium	2,352,034	2,401,892	2,429,560
Municipal Pool			
Charges for Services	160,899	185,775	189,375
Other Misc Income	19,616	16,000	16,000
Total Outdoor Pool	180,514	201,775	205,375
Total Operating Revenue	2,532,548	2,603,667	2,634,935
NKC Capital User Fee	525,000	525,000	525,000
Misc Revenue	5,923	11,000	6,000
Infrastructure Transfers	100,000	100,000	100,000
Total Non-Operating Revenues	630,923	636,000	631,000
Total Revenues	<u>\$ 3,163,471</u>	<u>\$ 3,239,667</u>	<u>\$ 3,265,935</u>
Expenses			
Community Center	\$ 825,900	\$ 807,527	\$ 872,870
Natatorium	787,604	890,124	897,671
Municipal Pool	116,346	174,611	146,764
Non-Departmental	103,541	102,212	102,478
Debt Service	1,284,026	1,302,136	1,318,137
Total Expenses	<u>\$ 3,117,416</u>	<u>\$ 3,276,610</u>	<u>\$ 3,337,920</u>
Projected Ending Fund Balance	<u>\$ 1,702,907</u>	<u>\$ 1,665,965</u>	<u>\$ 1,593,980</u>

An ordinance providing for one-quarter of one percent tax on all retail sales was approved on February 14, 2005, for the purpose of funding the construction and operation of a Community Center.



COMMUNITY CENTER DEPARTMENT SUMMARY

Personnel Detail

GRADE	SALARY RANGE		POSITION	STAFFING ACTUAL	STAFFING ESTIMATED	STAFFING BUDGET
				2013-14	2014-15	2015-16
P	\$ 52,640	\$ 79,212	Community Center Administrator	1	1	1
H	\$ 35,629	\$ 53,613	Community Center Specialist	1	1	1
H	\$ 35,629	\$ 53,613	Fitness Specialist	1	1	1
17	\$ 35,629	\$ 53,613	Rental Coordinator	1	1	1
H	\$ 35,629	\$ 53,613	Aquatic Specialist	1	1	1
H	\$ 35,629	\$ 53,613	Building Operator	1	1	1
D	\$ 29,312	\$ 44,108	Assistant Aquatic Specialist	1	1	1
E	\$ 30,777	\$ 46,313	Administrative Assistant	1	1	1
C	\$ 27,916	\$ 42,007	HR Clerk*	0.33**	0	0
	\$7.65/HR		Fitness Attendants	5,720 Hours	5,616 Hours	5,616 Hours
	\$8.75/HR		Front Desk Attendants	10,192 Hours	8,268 Hours	6832 Hours
	\$7.65/HR		Childwatch Attendants	3,068 Hours	3,068 Hours	3,068 Hours
	\$7.65/HR		Birthday Attendant	650 Hours	650 Hours	650 Hours
	\$12.50/HR		Maintenance Worker	1,352 Hours	1,300 Hours	1,300 Hours
	\$11.50/HR		Lessons (indoor pool)	1,178 Hours	1,178 Hours	1,178 Hours
	\$8.75/HR		Lifeguards (indoor pool)	18,876 Hours	19,077 Hours	18,876 Hours
	\$8.75/HR		Lifeguard (outdoor pool)	7,735 Hours	7,569 Hours	6696 Hours
	\$8.75/HR		Lessons (outdoor pool)	250 Hours	146 Hours	146 Hours
	\$11.00/HR		Manager (outdoor pool)	758 Hours	775 Hours	775 Hours
	\$11.50/HR		WSI (outdoor pool)	1,080 Hours	1,080 Hours	1,080 Hours
	\$7.65/HR		Gate Attendants (outdoor pool)	786 Hours	624 Hours	624 Hours

*Position split between General Administration and CWSS Nondepartmental and CCPT Nondepartmental

** Position added in FY14 and eliminated in FY15

Expenditure Summary

	Actual 2014	Estimated 2015	Budget 2016
Personnel Services	\$ 867,749	\$ 955,552	\$ 994,123
Supplies-Operation/Maintenance	107,824	99,907	98,997
Services-Operation/Maintenance	707,722	762,132	824,185
Capital Outlay	46,554	54,670	-
Total	<u>\$ 1,729,849</u>	<u>\$ 1,872,261</u>	<u>\$ 1,917,305</u>



PUBLIC SAFETY SALES TAX FUND (RESTRICTED USE FUND)

ESTIMATED REVENUE & EXPENDITURES

Established by Ord. No. 4.152

FISCAL YEAR 2016

	<u>2014 Actual</u>	<u>2015 Expected</u>	<u>2016 Budget</u>
Projected Beginning Fund Balance	\$ 210,160	\$ 163,456	\$ 66,544
Revenues			
Sales Tax	789,128	789,519	816,500
Misc. Revenues & Transfers	<u>369</u>	<u>800</u>	<u>800</u>
Total Revenues	<u>\$ 789,498</u>	<u>\$ 790,319</u>	<u>\$ 817,300</u>
Expenses			
PSST	\$ 609,307	\$ 672,979	\$ 617,935
Non-Departmental	<u>226,895</u>	<u>214,252</u>	<u>220,852</u>
Total Expenses	<u>\$ 836,202</u>	<u>\$ 887,231</u>	<u>\$ 838,787</u>
Projected Ending Fund Balance	<u>\$ 163,456</u>	<u>\$ 66,544</u>	<u>\$ 45,057</u>

An ordinance providing for one-quarter of one percent tax on all retail sales was approved on June 8, 2010, for the purpose of improving the public safety of the City.



PUBLIC SAFETY SALES TAX DEPARTMENT SUMMARY

Personnel Detail

<u>GRADE</u>	<u>SALARY RANGE</u>	<u>POSITION</u>	<u>STAFFING ACTUAL 2013-14</u>	<u>STAFFING ESTIMATED 2014-15</u>	<u>STAFFING BUDGET 2015-16</u>
J	\$ 39,281 \$ 59,109	Police Officer	6	6	6

Expenditure Summary

	<u>Actual 2014</u>	<u>Estimated 2015</u>	<u>Budget 2016</u>
Personnel Services	\$ 366,578	\$ 416,927	\$ 415,608
Supplies-Operation/Maintenance	53,126	36,349	44,784
Services-Operation/Maintenance	60,708	70,203	70,203
Capital Outlay	128,895	149,500	87,340
Total	<u>\$ 609,307</u>	<u>\$ 672,979</u>	<u>\$ 617,935</u>



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FISCAL YEAR 2016
PART IV CAPITAL PROJECT FUNDS





CAPITAL IMPROVEMENT SALES TAX FUND ESTIMATED REVENUE & EXPENDITURES

Established by Ord. No. 2.737

FISCAL YEAR 2016

Fund Balance, July 1, 2015 (Estimated)	\$ 267,263
Budgeted Revenue, FY 2016	<u>1,624,000</u>
Total Funds Available	1,891,263
Budgeted Expenditures, FY 2016	<u>1,748,710</u>

PROJECTED FUND BALANCE, June 30, 2016	<u>\$ 142,553</u>
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BUDGETED 2016

REVENUE	
Sales Tax	1,621,500
Interest Income	<u>2,500</u>
TOTAL REVENUE	<u>\$ 1,624,000</u>

EXPENDITURES

Debt Service	1,347,710
Engineering Division Transfer	95,000
Arts Council	16,000
Misc. Storm Projects	50,000
Oak Grove Play Surface - LWCF	20,000
Neighborhood connectivity/amenities	10,000
Transfer to TST	60,000

Stormwater Projects	
68th Terrace & Bellefontaine	50,000
Mill Creek @ Pursell Rd - Erosion	<u>100,000</u>

TOTAL EXPENDITURES	<u>\$ 1,748,710</u>
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An ordinance providing for one-half of one percent tax on all retail sales was approved on November 3, 1987, for the purpose of funding capital improvements.



TRANSPORTATION SALES TAX FUND ESTIMATED REVENUE & EXPENDITURES

Established by Ord. No. 3.482

FISCAL YEAR 2016

Fund Balance, July 1, 2015 (Estimated)	\$ 315,267
Budgeted Revenue, FY 2016	<u>1,808,057</u>
Total Funds Available	2,123,324
Budgeted Expenditures, FY 2016	<u>1,883,365</u>
PROJECTED FUND BALANCE, June 30, 2016	<u>\$ 239,959</u>

BUDGETED 2016

REVENUE	
Sales Tax	1,621,500
Property Tax - Local Transit	50,000
Property Tax - Sidewalks	50,000
RZB Subsidy	24,057
Rock Creek Greenway Trail/CIST	60,000
Interest Income	<u>2,500</u>
TOTAL REVENUE	<u>\$ 1,808,057</u>
EXPENDITURES	
Debt Service	563,365
Engineering Division Transfer	95,000
ATA Payment	50,000
Local Transit	55,000
Gravel Approach Fund	25,000
Street Maintenance	300,000
Intermediate Maintenance Program	100,000
City Intermediate Maintenance	20,000
New Curb, Gutter, Sidewalk Program	50,000
ADA/Curbcut Sidewalks	50,000
Arterial Sidewalk Program	75,000
Pleasant Valley Road Engineering	100,000
Sidewalk Master Plan	50,000
Rock Creek Greenway Trail	<u>350,000</u>
TOTAL EXPENDITURES	<u>\$ 1,883,365</u>

An ordinance providing for one-half of one percent tax on all retail sales was approved on November 7, 1995, for the purpose of funding transportation capital improvements.



CITY OF GLADSTONE

CAPITAL IMPROVEMENTS SALES TAX PROJECTS FIVE YEAR PLAN

	FY16	FY17	FY18	FY19	FY20
Est Funds Available at 7/1/___	<u>\$ 267,263</u>	<u>\$ 142,553</u>	<u>\$ 202,023</u>	<u>\$ 209,193</u>	<u>\$ 215,063</u>
<u>Budgeted Revenues</u>					
Sales Tax	1,621,500	1,653,930	1,653,930	1,653,930	1,653,930
Interest	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
Total Budgeted Revenue	<u>1,624,000</u>	<u>1,656,430</u>	<u>1,656,430</u>	<u>1,656,430</u>	<u>1,656,430</u>
<u>Budgeted Expenditures</u>					
Debt Service					
2006 COP (Ends 2031)	750,000	750,000	750,000	750,000	750,000
2011 COPS (Ends FY23)	352,710	355,960	358,260	359,560	359,560
The Heights (Ends FY30)	130,000	130,000	130,000	130,000	130,000
Hobby Hill (Ends FY30, approx)	115,000	115,000	115,000	115,000	115,000
Engineering Transfer-GF	95,000	100,000	100,000	100,000	100,000
Arts Council	16,000	16,000	16,000	16,000	16,000
Misc. Storm Projects	50,000	50,000	50,000	50,000	50,000
Parks Trail Replacement Prog	-	20,000	20,000	20,000	20,000
Oak Grove Play Surface - LWCF	20,000	-	-	-	-
Neighborhood connectivity	10,000	10,000	10,000	10,000	10,000
Transfer to TST	60,000	-	-	-	-
<u>Storm Water Projects</u>					
Stormwater Master Plan Implement	-	50,000	100,000	100,000	-
Mill Creek @ Pursell-Erosion	100,000	-	-	-	-
68th Terr & Bellefontaine	50,000	-	-	-	-
<u>Park Projects</u>					
Parks Master Plan Implement	<u>*</u>	<u>**</u>	<u>**</u>	<u>**</u>	<u>**</u>
Total Budgeted Expenditures	<u>1,748,710</u>	<u>1,596,960</u>	<u>1,649,260</u>	<u>1,650,560</u>	<u>1,550,560</u>
Est Funds Available at 6-30	<u>\$ 142,553</u>	<u>\$ 202,023</u>	<u>\$ 209,193</u>	<u>\$ 215,063</u>	<u>\$ 320,933</u>

*2016 Allocation of \$60,000 used to fund Rock Creek Trail Alignment

**FY17-FY20 Allocations to be used to partially fund Hobby Hill Park



CITY OF GLADSTONE

TRANSPORTATION SALES TAX PROJECTS FIVE YEAR PLAN

	FY16	FY17	FY18	FY19	FY20
Est Funds Available at 7/1/	\$ 315,267	\$ 239,959	\$ 308,106	\$ 193,471	\$ 84,536
<u>Budgeted Revenues</u>					
Sales Tax	1,621,500	1,653,930	1,653,930	1,653,930	1,653,930
Interest	2,500	2,500	2,500	2,500	2,500
Transf from GF-Prop Tax (sidewalks)	50,000	50,000	50,000	50,000	50,000
Transf from GF-Prop Tax (transit)	50,000	50,000	50,000	50,000	50,000
Rock Creek Greenway Trail/CIST	60,000	-	-	-	-
RZB Subsidy	24,057	24,057	21,000	18,500	18,500
Total Budgeted Revenue	1,808,057	1,780,487	1,777,430	1,774,930	1,774,930
<u>Budgeted Expenditures</u>					
Debt Service					
2011 COP (Ends FY23)	58,965	62,840	61,465	59,965	59,965
2010 G O (Ends FY23)	259,400	254,500	248,600	241,900	241,900
Community Center Debt (Ends FY31)	100,000	100,000	100,000	100,000	100,000
The Heights (Ends FY30)	110,000	110,000	110,000	110,000	110,000
Hobby Hill (Ends FY30, Approx)	35,000	35,000	35,000	35,000	35,000
Engineering Transfer-GF	95,000	100,000	100,000	100,000	100,000
Local transit	55,000	55,000	55,000	55,000	55,000
KC ATA Payment	50,000	50,000	50,000	50,000	50,000
Gravel Approach Fund	25,000	-	-	-	-
<u>Transportation Projects</u>					
Street Mill and Overlay Program	300,000	300,000	200,000	200,000	200,000
Intermediate Maintenance	100,000	100,000	100,000	100,000	100,000
City Intermediate Maintenance	20,000	20,000	20,000	20,000	20,000
New Curb, Gutter, Sidewalk	50,000	50,000	50,000	50,000	50,000
ADA/Curbcut Sidewalks	50,000	50,000	112,000	112,000	112,000
Sidewalk Master Plan	50,000	50,000	50,000	50,000	50,000
Arterial Sidewalk Program	75,000	75,000	100,000	100,000	50,000
Pleasant Valley Road Engineering	100,000	-	-	-	-
Pleasant Valley Road Construction	-	300,000	500,000	500,000	500,000
Rock Creek Greenway Trail	350,000	-	-	-	-
Total Budgeted Expenditures	1,883,365	1,712,340	1,892,065	1,883,865	1,833,865
Est Funds Available at 6-30	\$ 239,959	\$ 308,106	\$ 193,471	\$ 84,536	\$ 25,601



**EQUIPMENT REPLACEMENT FUND
ESTIMATED REVENUE & EXPENDITURES
FISCAL YEAR 2016**

Fund Balance, July 1, 2015 (Expected)	\$ 984,413
Budgeted Revenue, FY16	<u>485,000</u>
Total Funds Available	1,469,413
Budgeted Expenditures, FY16	<u>467,000</u>
Projected Fund Balance, June 30, 2016	<u>\$ 1,002,413</u>

	Expected	Budgeted
	2015	2016
	<hr/>	<hr/>
<u>Revenue</u>		
Interest Earnings	\$ 10,000	\$ 10,000
Taxes/Transfer	<u>287,000</u>	<u>475,000</u>
Total Revenue	<u>\$ 297,000</u>	<u>\$ 485,000</u>
<u>Expenditures</u>		
Capital Expenditures	\$ 1,055,515	\$ 300,000
COP Debt Service	27,000	27,000
Transfer Out - General Fund	<u>-</u>	<u>140,000</u>
Total Expenditures	<u>\$ 1,082,515</u>	<u>\$ 467,000</u>

Equipment Replacement Fund was established in FY 2001 to fund the purchase of capital equipment.



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FISCAL YEAR 2016
PART V ENTERPRISE FUND





COMBINED WATERWORKS & SEWERAGE SYSTEM FUND ESTIMATED STATEMENT OF REVENUES & EXPENSES

	FY 2014 Actual	FY 2015 Expected	FY 2016 Budget
<u>Operating Revenues</u>			
Water	\$ 3,352,272	3,377,495	\$ 3,463,338
Sanitation	4,960,393	5,654,183	5,783,058
Other Income	80,773	96,941	73,770
Total Operating Revenues	8,393,438	9,128,619	9,320,166
<u>Expenses</u>			
Water Production	1,145,737	1,149,468	1,190,335
Operation & Maintenance	738,123	778,993	827,594
Sewer Collections	329,128	427,319	402,306
Sewer Service Charge	1,171,880	1,347,038	1,451,556
Sewer Commodity Charge	2,465,939	2,808,332	2,828,390
Senior Citizens' Discount	41,675	44,000	44,000
Administrative Services	925,000	950,000	990,000
Meter Reading Reserve		42,000	-
Water Plant Reserves	-	-	51,580
Non-Departmental	309,923	347,050	342,066
Total Operating Expenses	7,127,405	7,894,200	8,127,827
Net Operating Income (Loss)	1,266,033	1,234,419	1,192,339
<u>Non Operating Income</u>			
Sale of Fixed Assets	-	-	10,000
Equity Adjustments	332,804	149,663	-
Lease Loan Proceeds	-	-	-
Reserves Transfers In	-	178,000	60,000
Interest Earnings	16,805	10,000	15,000
Total NonOperating Income	349,609	337,663	85,000
<u>Less Bond Requirements</u>			
Bond Interest	197,355	189,175	177,775
Bond Principal	475,000	475,000	500,000
Lease Purchase Interest	63,003	65,203	64,600
Lease Purchase Principal	20,000	228,895	294,030
Total Bond Requirements	755,359	958,273	1,036,405
<u>Less Capital Outlay/Projects</u>	707,575	583,065	240,000
TOTAL NET INCOME (LOSS)	\$ 152,709	\$ 30,744	\$ 934



PROPOSED WATER & SEWER RATES OF METROPOLITAN CITIES

As of May 2015

Assumption: Average water and sewer bill based on
6,000 gallons each month

<u>City</u>	<u>Water Amount</u>	<u>Sewer Amount</u>	<u>Total Amount</u>
Kansas City	\$ 50.90	\$ 65.57	\$ 116.47
Parkville	62.11	46.83	108.94
Liberty	33.95	69.84	103.79
Raytown	47.48	46.88	94.36
Gladstone (proposed 7/01/15)	28.99	57.94	86.93
Gladstone (as of 5/01/15)	27.74	54.83	82.57
Grandview	48.86	24.05	72.91
Lee's Summit	30.66	40.79	71.45
Independence	34.41	30.31	64.72
Blue Springs	30.76	29.42	60.18
North Kansas City	22.41	28.79	51.20
Current (5/1/15) Average	<u>\$ 38.93</u>	<u>\$ 43.73</u>	<u>\$ 82.66</u>

Gladstone Comparison to Average Rate of Metropolitan Cities

	Water	Sewer	Total
Proposed 7/1/15 Average Rate	\$ 39.05	\$ 44.04	\$ 83.10
\$ Below/ (Above) Average	\$ 10.06	\$ (13.90)	\$ (3.83)
% Below (Above) Average	26%	-32%	-5%
\$ Below/ (Above) Highest	\$ 33.12	\$ 7.63	\$ 29.54



WATER DEPARTMENT SUMMARY

Personnel Detail

GRADE	SALARY RANGE		POSITION	STAFFING ACTUAL	STAFFING ESTIMATED	STAFFING BUDGET
				2013-14	2014-15	2015-16
O	\$ 50,133	\$ 75,440	PW Superintendent*	0.5	0.5	0.5
N	\$ 47,746	\$ 71,847	Water Systems Superintendent	1	1	1
M	\$ 45,472	\$ 68,426	Water Plant Supervisor	1	1	1
H	\$ 35,629	\$ 53,613	Crew Leader	3***	4	4
G	\$ 33,932	\$ 51,060	Water Plant Mechanic	1	1	1
F	\$ 32,316	\$ 48,629	Assistant Crew Leader	1	0****	0
D	\$ 29,312	\$ 44,108	Billing Clerk*	1***	1	1
F	\$ 32,316	\$ 48,629	Water Plant Operator	4	4	4
F	\$ 32,316	\$ 48,629	Utilities Technician	1	1	1
E	\$ 30,777	\$ 46,313	Water Services Specialist	1	1	1
E	\$ 30,777	\$ 46,313	Utilities Locate Specialist	1	1	1
C	\$ 27,916	\$ 42,007	HR Clerk**	0.33***	0****	0
C	\$ 27,916	\$ 42,007	Maint Worker	6	5****	5

Comments

*Position paid from CWSS but reports to Finance

** Position split between General Administration and CWSS Nondepartmental and CCPT Nondepartmental

***Position added in FY14

**** Position eliminated in FY15

Expenditure Summary

	Actual 2014	Estimated 2015	Budget 2016
Personnel Services	\$ 1,167,563	\$ 1,250,547	\$ 1,295,100
Supplies-Operation/Maintenance	382,992	390,015	386,415
Services-Operation/Maintenance	662,433	715,218	738,720
Capital Outlay	707,575	583,065	240,000
Total	<u>\$ 2,920,563</u>	<u>\$ 2,938,845</u>	<u>\$ 2,660,235</u>



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FISCAL YEAR 2016
PART VI DEBT SERVICE SCHEDULES





SCHEDULE OF DEBT SERVICE REQUIREMENTS

2010 TAXABLE GENERAL OBLIGATION STREET IMPROVEMENT BONDS (BUILD AMERICA RECOVERY ZONE ECONOMIC DEVELOPMENT BONDS)

FISCAL YEAR	OUTSTANDING BEGINNING OF YEAR	PRINCIPAL PAYMENTS	INTEREST PAYMENTS	SUBSIDY	TOTAL PAYMENTS
2016	1,600,000	200,000	59,400	(26,730)	232,670
2017	1,400,000	200,000	54,500	(24,525)	229,975
2018	1,200,000	200,000	48,600	(21,870)	226,730
2019	1,000,000	200,000	41,900	(18,855)	223,045
2020	800,000	200,000	34,600	(15,570)	219,030
2021	600,000	200,000	26,700	(12,015)	214,685
2022	400,000	200,000	17,800	(8,010)	209,790
2023	200,000	200,000	8,900	(4,005)	204,895

Issue Date:

December 1, 2010

\$2,000,000

9/1 – I

3/1 – P & I



SCHEDULE OF DEBT SERVICE REQUIREMENTS

2006 CERTIFICATES OF PARTICIPATION

FISCAL YEAR	OUTSTANDING BEGINNING OF YEAR	PRINCIPAL PAYMENTS	INTEREST PAYMENTS	TOTAL PAYMENTS
2016	20,540,000	950,000	970,700	1,920,700
2017	19,590,000	1,025,000	923,200	1,948,200
2018	18,565,000	1,075,000	882,200	1,957,200
2019	17,490,000	1,115,000	839,200	1,954,200
2020	16,375,000	1,180,000	794,600	1,974,600
2021	15,195,000	1,235,000	747,400	1,982,400
2022	13,960,000	1,295,000	698,000	1,993,000
2023	12,665,000	1,360,000	633,250	1,993,250
2024	11,305,000	1,425,000	565,250	1,990,250
2025	9,880,000	1,500,000	494,000	1,994,000
2026	8,380,000	1,575,000	419,000	1,994,000
2027	6,805,000	1,195,000	340,250	1,535,250
2028	5,610,000	1,275,000	280,500	1,555,500
2029	4,335,000	1,355,000	216,750	1,571,750
2030	2,980,000	1,445,000	149,000	1,594,000
2031	1,535,000	1,535,000	76,750	1,611,750

Issue Date:

October 13, 2006

\$27,810,000

12/1 – I

6/1 – P & I



SCHEDULE OF DEBT SERVICE REQUIREMENTS

2011 CERTIFICATES OF PARTICIPATION

FISCAL YEAR	OUTSTANDING BEGINNING OF YEAR	PRINCIPAL PAYMENTS	INTEREST PAYMENTS	TOTAL PAYMENTS
2016	5,010,000	550,000	166,863	716,863
2017	4,460,000	575,000	153,113	728,113
2018	3,885,000	585,000	137,300	722,300
2019	3,300,000	600,000	119,750	719,750
2020	2,700,000	625,000	100,250	725,250
2021	2,075,000	650,000	79,000	729,000
2022	1,425,000	700,000	55,600	755,600
2023	725,000	725,000	29,000	754,000

Issue Date:

March 25, 2011

\$6,075,000

12/1 – I

6/1 – P & I



SCHEDULE OF DEBT SERVICE REQUIREMENTS

2010 TAXABLE COMBINED WATER AND SEWERAGE SYSTEM REVENUE BONDS (BUILD AMERICA RECOVERY ZONE ECONOMIC DEVELOPMENT BONDS)

FISCAL YEAR	OUTSTANDING BEGINNING OF YEAR	PRINCIPAL PAYMENTS	INTEREST PAYMENTS	SUBSIDY	TOTAL PAYMENTS
2016	4,325,000	500,000	176,275	(79,324)	596,951
2017	3,825,000	500,000	162,525	(73,136)	589,389
2018	3,325,000	525,000	146,275	(65,824)	605,451
2019	2,800,000	525,000	126,850	(57,082)	594,768
2020	2,275,000	550,000	105,587	(47,514)	608,073
2021	1,725,000	565,000	81,937	(36,872)	610,065
2022	1,160,000	575,000	55,100	(24,795)	605,305
2023	585,000	585,000	27,787	(12,504)	600,283

Issue Date:

December 1, 2010

\$5,725,000

12/1 – I

6/1 – P & I



**Schedule of Debt Service Requirements
2013 State and Municipal Lease/Purchase Agreement
(GF AND CWSS)**

FISCAL YEAR	OUTSTANDING BEGINNING OF YEAR	PRINCIPAL PAYMENTS	INTEREST PAYMENTS	TOTAL PAYMENTS
2016	2,323,697	234,858	54,607	289,465
2017	2,088,840	240,377	49,088	289,465
2018	1,848,463	246,026	43,439	289,465
2019	1,602,437	251,807	37,657	289,465
2020	1,350,630	257,725	31,740	289,465
2021	1,092,905	263,781	25,683	289,465
2022	829,123	269,980	19,484	289,465
2023	559,143	276,325	13,140	289,465
2024	282,818	282,818	6,646	289,465

Issue Date:

June 24, 2013	\$	2,550,000	7/15 - P&I
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**Schedule of Debt Service Requirements
2015 State and Municipal Lease/Purchase Agreement
(GF AND CWSS)**

FISCAL YEAR	OUTSTANDING BEGINNING OF YEAR	PRINCIPAL PAYMENTS	INTEREST PAYMENTS	TOTAL PAYMENTS
2016	1,129,016	154,953	19,824	174,777
2017	974,063	153,834	20,942	174,777
2018	820,229	157,142	17,635	174,777
2019	663,087	160,520	14,256	174,777
2020	502,567	163,972	10,805	174,777
2021	338,595	167,497	7,280	174,777
2022	171,098	171,098	3,679	174,777

Issue Date:

September 24, 2014 \$ 2,550,000 7/15 - P&I



FISCAL YEAR 2016
PART VII SUPPLEMENTAL and CAPITAL OUTLAY





GENERAL FUND

PROPOSED 2016 CAPITAL AND SUPPLEMENTAL

Object	Narrative	Dept/ Tech rank	Total Request	Budget Team Recommend
440160	Power File maintenance/repair/replace	4	\$ 1,500	\$ -
	GA Admin Total		1,500	-
440140	Part-time HR Admin Clerk	1	20,799	-
440160	Incr budget for advertising, screening	3	3,500	-
440190	Incr budget for pre-emp medical screening	2	2,790	-
	Human Resources Total		27,089	-
	General Administration Total		28,589	-
420500	2 tablets and data for PR crew leaders	1	1,160	-
420500	Replace server at Public Works	2	5,500	-
420500	Office 2010 license for museum mgr, vols	3	336	-
420500	Smartphone plan for Park Superintendant	4	285	-
420500	Power DMS PS accreditation software	5	1,000	-
420500	e-ticketing setup, Code Enforcement	6-a	491	-
420500	e-ticketing setup for Animal Control	6-b	4,011	-
420500	Replace projector North conf. rm	7	2,350	-
420500	Replace Barracuda web filter	8	5,200	-
420500	7 licenses of Office 2010 for PS	9	2,355	-
420500	Smartphone plan for Recr Supervisor	10	270	-
420500	Maint for surveillance software TechRank	11	1,424	-
420500	Inspector mobile module for FireHouse	12	750	-
420500	Laptop for Field Services Commander	13	900	-
420500	RAM for Event Planner PC	14	100	-
420500	New PC for Community Center	15	700	-
420500	2 smartphone plans for Div Commanders	16	480	-
420500	Update PhotoShop InDesign Software	17	840	-
420500	City-wide security, surveillance phase III	18	200,000	-
420500	Second monitor for Event Planner	19	240	-
420500	Replace crime division plotter	20	1,140	-
420500	SHIELD software PS use of force tracking	NR	900	-
	IT Total		230,432	-
	Finance Total		230,432	-



GENERAL FUND

PROPOSED 2016 CAPITAL AND SUPPLEMENTAL

Object	Narrative	Dept/ Tech rank	Total Request	Budget Team Recommend
440310	FBINAA Conf - Seattle, WA - air fare	NR	1,500	-
440310	FBINAA Conf - Seattle, WA - Per diem	NR	355	-
440310	IACP Conference - Chicago, IL - lodging	NR	2,300	-
440310	ACP Conference - Chicago, IL - per diem	NR	710	-
440310	SPI Conference - Reno, NV - lodging	NR	1,000	-
440310	SPI Conference, Reno, NV - per diem	NR	300	-
440310	CALEA Conf - St. Louis, MO - lodging	NR	1,900	-
440310	CALEA Conf - St. Louis, MO - per diem	NR	700	-
440320	FBINAA Conference - Seattle, WA	NR	475	-
440320	IACP Conference - Chicago, IL	NR	700	-
440320	SPI Conference - Reno, NV	NR	300	-
440320	CALEA Conference - St. Louis, MO	NR	900	-
Public Safety Admin Total			11,140	-
410110	Prisoner handler/Comm Officer (8)	6	427,904	-
460400	2 Treadmill Desks for Dispatch	5	22,000	-
460410	1 Prisoner Transport Van (to be leased)	3 in PSST	60,000	10,894
460410	4 Police package patrol vehicles w/ equip	2	130,000	65,000
Support Total			639,904	75,894
460400	21 Self-Contained Breathing Apparatus	4	146,950	apply grant
460400	Manual Monitor/Defibrillator	3	31,950	31,950
460410	2015 TraumaHawk Type III Ambulance	1	190,000	190,000
Fire/EMS total			368,900	221,950
Public Safety Total			1,019,944	297,844
420250	14" cut-off saw	1	1,200	1,200
420250	Concrete forms	5	2,200	0
420250	Post driver	7	2,500	0
420250	Torch	9	1,000	0
440541	Upgrade traffic signals	4	15,000	0
Streets Total			21,900	1,200
460400	Wheel Balancer	2	5,150	5,150
460400	Zero-turn mowers	3	30,000	-
460400	Asphalt roller	6	30,000	-
460400	Asphalt spreader	8	20,000	-
460400	Slip-in asphalt patch hot box	10	45,000	-
460400	Equipment Trailer	11	6,500	-
460400	Two-post vehicle lift	12	8,500	-
Garage Total			145,150	5,150
Public Works Total			167,050	6,350



GENERAL FUND

PROPOSED 2016 CAPITAL AND SUPPLEMENTAL

Object	Narrative	Dept/ Tech rank	Total Request	Budget Team Recommend
410140	Increase PT pay for senior escorts, drivers	17	844	-
410140	Smart Start assistant	9	102	-
420510	New Program-Get Smart Fitness	8	368	-
420511	Linden Square programming	2	18,900	9,450
440160	New program-Sunrise Yoga In the Park	6	705	-
440160	New Program-Get Smart Fitness	7	402	-
440160	Contract out 5th-8th grade BB officials	16	1,400	-
440320	3 staff members to MPRA conference	25	2,500	-
440320	Unlimited Webinar training	26	299	-
440340	MPRA memberships for staff, park board	24	631	-
440610	Annual calendar for program events	18	1,000	-
Recreation Total			27,151	9,450
410110	Landscape technician (reclass)		30,675	-
420310	Pre emergent for Maplewoods soccer field	10	1,200	-
430410	Replace base, sod for Linden Square ice rink	11	13,745	-
430410	Shrubs for Linden Square parking lot	14	13,023	-
430410	Decorative concrete for Linden Square	12	39,600	-
430410	Plain concrete Linden Square	13	19,712	-
450110	Paint city hall exterior	3	26,000	-
450110	Power and light for pole barn	4	8,000	-
450110	Replace floor drain on women's restroom	5	2,400	-
450110	Tuck point, paint PW and Central Garage	22	14,750	-
450110	Awning for PS parking lot	23	25,000	-
450110	Replace plumbing fixtures, cell floor drains	21	18,000	-
450110	Gutters on salt barn	20	6,000	-
450110	Replace city hall lobby floor tile	19	25,000	-
460400	Front deck mower all weather cab, lease	1	24,500	4,450
Parks Total			267,605	4,450
Parks & Recreation Total			294,756	13,900
440160	Strategic Plan	1	50,000	50,000
440320	Increase tuition reimbursement	2	10,000	-
GF Nondepartmental Total			60,000	50,000
GF Nondepartmental Total			60,000	50,000
General Fund Total			\$ 1,800,771	\$ 368,094



CCPT FUND

PROPOSED 2016 CAPITAL AND SUPPLEMENTAL

Object	Narrative	Dept/ Tech rank	Total Request	Budget Team Recommend
420510	Play Well Technologies Engineering Lego	8	\$ 5,616	\$ 5,516
440610	Calendar for programs with coupons	9	500	0
450110	Annual maintenance for controls RTU's	4	1,164	1,164
450110	New carpet tile for banquet rooms	11	10,415	0
450110	Sun shade for lobby interior	10	6,442	0
460400	Recumbant bikes-cardio equipment	5	16,000	0
Community Center Total			40,137	6,680
420310	Enzyme to clean sand filters	12	2,000	0
440610	Calendar showing programs with coupons	9	500	0
450110	Paint the GCC diving well	1	14,702	14,702
450110	Paint the GCC lap pool	2	16,793	16,793
450110	Rate increase on replay board, timing system service agreement	3	4,425	4,425
450110	Annual maintenance for controls RTU's	4	1,164	1,164
450110	Sun shade for lobby interior	10	6,442	0
450110	New carpet tile for banquet rooms	11	10,415	0
Indoor Pool Total			56,441	37,084
460400	Replace Municipal Pool shade system	7	6,249	-
460400	Replace Umbrella shades, slide canopy top at Municipal Pool	6	5,665	-
Outdoor Pool Total			11,914	-
Community Center Dept Total			108,491	43,763
CCPT Fund Total			\$ 108,491	\$ 43,763



PSST FUND

PROPOSED 2016 CAPITAL AND SUPPLEMENTAL

Object	Narrative	Dept/ Tech rank	Total Request	Budget Team Recommend
460400	2 GA Precision tactical precision rifles In Car/Motorcycle camera systems,	7	\$ 11,100	\$ 0
460400	integrated body cameras Funded by Lease (6yr)	2	123,000	22,340
460400	1 Morpho Track LiveScan station	5	25,000	0
460400	16 Conduct Energy Devices- Taser	4	27,000	8,437
460400	.40 Caliber Pistols (37)	6	15,170	0
460410	1 Prisoner Transport Van- Lease	3	60,000	Funded in General Fund
460410	4 Police package patrol vehicles w/equip	1	130,000	65,000
PSST Division Total			391,270	95,777
PSST Dept Total			391,270	95,777
PSST Fund Total			\$ 391,270	\$ 95,777



CWSS FUND

PROPOSED 2016 CAPITAL AND SUPPLEMENTAL

Object	Narrative	Dept/ Tech rank	Total Request	Budget Team Recommend
450250	Increase lime sludge line item	1	\$ 27,000	\$ 27,000
460300	Replace water treatment plant roof	2	30,000	-
460400	Clarifier gear box	3	23,000	-
Water Production Total			80,000	27,000
430130	Part-Time Maintenance Worker	10	21,200	-
430130	Increased costs for ground rest-materials	5	5,000	-
440160	Increased costs for ground rest-contractual	7	2,500	-
460400	Equipment trailer	8	6,500	-
460400	Pipe Locator	9	8,000	-
Water Operations Total			43,200	-
450260	Sewer pump station rebuild	4	5,000	-
460400	Sanitary sewer camera system	6	100,000	-
Sewer Total			105,000	-
Water Department Total			228,200	27,000
CWSS Fund Total			\$ 228,200	\$ 27,000



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