



City of  
**RAYMORE,  
MISSOURI**



**ADOPTED ANNUAL BUDGET FOR FISCAL YEAR BEGINNING NOV.1, 2017**



# RAYMORE

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## **CITY LEADERSHIP**

### **Mayor and City Council**

Kristofer P. Turnbow, Mayor

Kevin Kellogg	Ward I
Reginald Townsend	Ward I
Joseph Burke III	Ward II
Derek Moorhead (Mayor Pro Tem)	Ward II
Kevin Barber	Ward III
Jay Holman	Ward III
Sonja Abdelgawad	Ward IV
John Berendzen	Ward IV

### **City Manager and Management Team**

Jim Feuerborn, City Manager

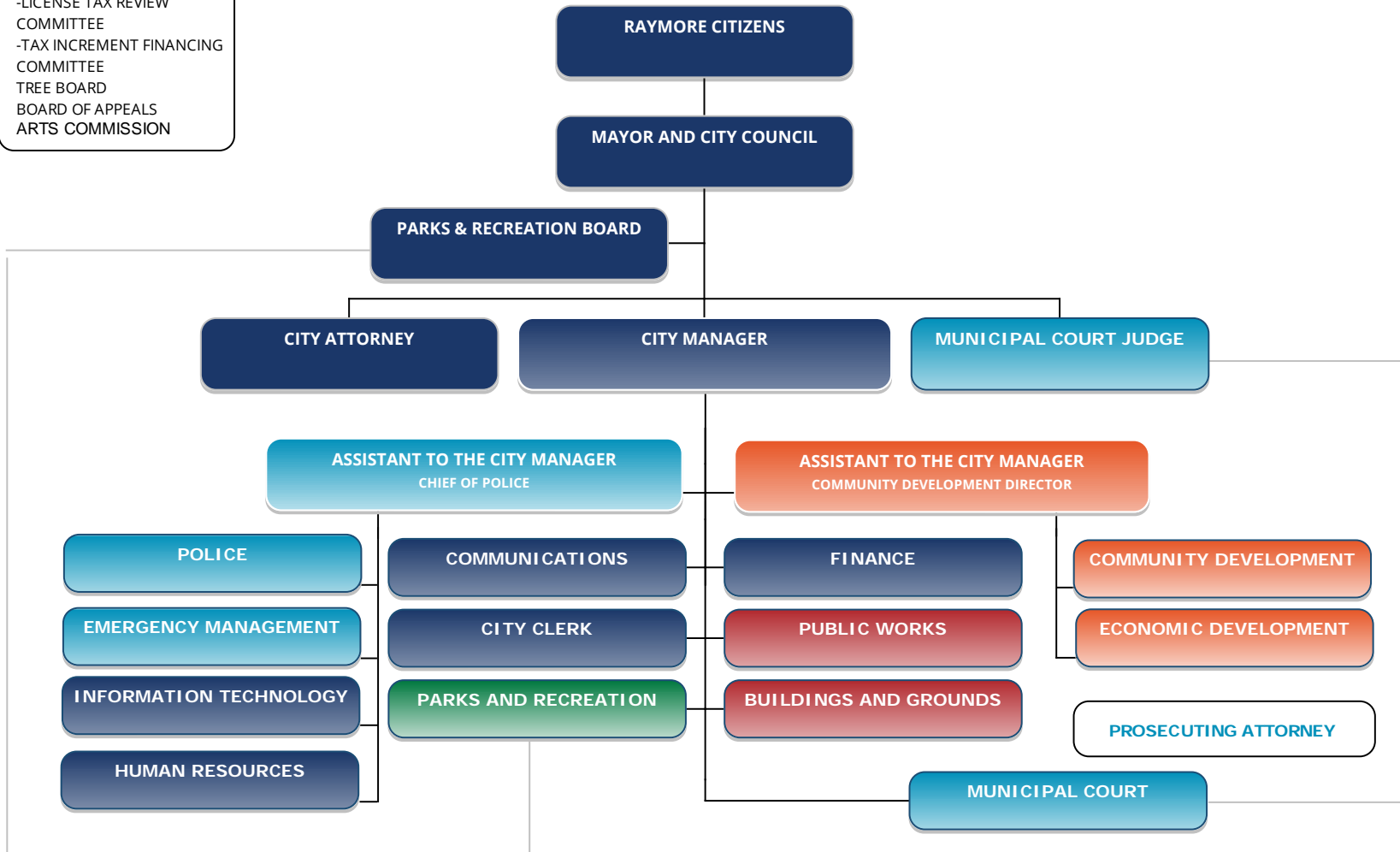
Jan Zimmerman, Assistant to the City Manager / Chief of Police

Jim Cadoret, Assistant to the City Manager / Community Development Director

Shawn Aulgur	Human Resources Manager
Mike Ekey	Communications Director
Donna Furr	Municipal Court Administrator
Mike Krass	Public Works Director / City Engineer
Jim Mayberry	Information Systems Manager
Ryan Murdock	Emergency Management Director
Nathan Musteen	Parks & Recreation Director
Matt Tapp	Economic Development Director
Cynthia Watson	Finance Director
Jeanie Woerner	City Clerk

# CITY OF RAYMORE

- VOLUNTEER BOARDS & COMMISSIONS**
- PLANNING & ZONING COMMISSION
  - BOARD OF ZONING ADJUSTMENT
  - LICENSE TAX REVIEW COMMITTEE
  - TAX INCREMENT FINANCING COMMITTEE
  - TREE BOARD
  - BOARD OF APPEALS
  - ARTS COMMISSION





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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Raymore  
Missouri**

For the Fiscal Year Beginning

**November 1, 2016**

A handwritten signature in black ink, reading "Jeffrey R. Emswiler".

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Raymore, Missouri for its annual budget for the fiscal year beginning Nov. 1, 2016. In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



# RAYMORE

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# CITY OF RAYMORE

## HISTORY

The Raymore Township was one of the last areas settled in Cass County due to the scarcity of large creeks, rivers and timbered areas. Prior to the Civil War, the township possessed only three inhabitants and it was not until after the war that settlement grew rapidly. The prairie soil was used for farms and ranches, some of which still exist today.

Raymore was initially platted in 1874, incorporated on March 20, 1877, and became a Fourth Class city on March 5, 1988. The community was named after its founding fathers, George Rea and Henry Moore. Rea and Moore were instrumental in building the Kansas City, Clinton and Springfield Railroad, which later brought the railroad through Raymore in 1885. For almost 50 years, the Raymore Depot and local hotel hosted eight daily trains and their passengers and crew in transit from Kansas City to Springfield.

Located in northwestern Cass County along Interstate 49, Raymore's recent history is dominated by rapid growth. Raymore is one of the fastest growing communities in the area, consistently placing among the top communities for new residential construction in the Kansas City Metropolitan area.



## GENERAL

The City is a constitutional charter city and political subdivision, duly created and existing under the laws of the State of Missouri. Additional information regarding the City, its history, socio-economic structure, commercial and residential growth may be obtained by contacting City Hall or visiting the City's website.

The City is almost 20 square miles in area and is located approximately 23 miles south of Downtown Kansas City in the west central part of the state. The present estimated population of the City is 20,839.

### **Government**

A council/manager form of government leads the City of Raymore. The City adopted its Charter in November 1997. The City Council consists of eight members with two members elected from each of the four wards. The Council Members serve two-year, staggered terms. The Mayor is elected at-large, serves a three-year term and presides over meetings of the City Council. The City Manager is appointed by the Mayor, with the advice and consent of the City Council and serves as the chief administrative officer of the City. Council Members set the policy for the City and the City Manager is responsible for administering this policy in the day-to-day activities of City operations. Department heads for municipal operations report to the City Manager.

The City Council establishes utility and tax rates, and authorizes all municipal indebtedness and tax rates to support the adopted budget. The City's fiscal year ends on Oct. 31.

City staff consists of approximately 100 full- and part-time employees. The City participates in the Missouri Local Government Employees Retirement System (LAGERS), administered by a seven-member, independent board of trustees pursuant to Missouri statutes. The plan is a defined benefit plan that provides for normal, early and disability retirement benefits to participants meeting certain eligibility requirements. The plan covers substantially all full-time employees of the City.

### **Municipal Services and Utilities**

The City owns and operates its own water and sewer systems. Kansas City Power and Light provides a majority of the electrical service and Missouri Gas Energy/Laclede provides a majority of the natural gas service. The City provides its citizens with services such as street maintenance and construction, police protection, code enforcement, engineering and planning, building inspections and parks and recreation programs.

## VISION

The City of Raymore is dedicated to being a quality community in which to live, work, and play.

## MISSION

In order to achieve this vision, the City will develop and deliver programs, policies, and services that enhance the lives of our citizens, employees, and visitors.

## VALUES

While we are achieving our mission, we will keep at the forefront the following values:

**HONESTY** - We deal openly and honestly with citizens and all others with whom we meet and work.

**RECEPTIVE AND RESPONSIVE** - We remain receptive to our customers and respond to their needs.

**INTEGRITY** - We do what we say and we mean what we do. We follow through.

**SENSE OF COMMUNITY** - We are a community serving one another and promoting family values.

**LEADERSHIP** - It is our responsibility to set direction and plan for the future of our community.

**PARTNERSHIP** - We work cooperatively with those who affect the Raymore quality of life.

**RESPONSIBILITY** - We manage our resources prudently and efficiently.

## COMMUNITY

### **Police Protection**

The City of Raymore Police Department provides public service to the community 24 hours a day, year-round. These functions are performed through two divisions: the Operations Division and the Support Services Division. These are further subdivided into the Patrol Unit, Investigations Unit, Traffic Enforcement Unit, Community Interaction Unit, Animal Control and, Property, Evidence and Supply Unit.

### **Fire Protection**

The South Metro Fire District provides fire suppression and advanced life support emergency medical response for 52 square miles in Cass County, including the cities of Raymore and Lake Winnebago, and unincorporated parts of the county.

## EDUCATION

The public school population for the City of Raymore is adjoined with the City of Peculiar to create the Raymore-Peculiar School District, which covers approximately 94 square miles of the Cass County area.

The City's residents have access to more than 22 colleges and universities, nine community colleges and numerous religious, technical and business schools.

- 40.3% of Raymore residents over the age of 25 have earned at least one college degree.
- 32.6% of Raymore residents have a bachelor's degree or higher. The national average is 29.7%.
- 97% of Raymore residents over the age of 25 are high school (or equivalent) graduates. The national average is 86.7%.

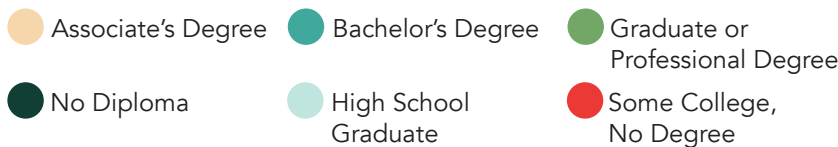
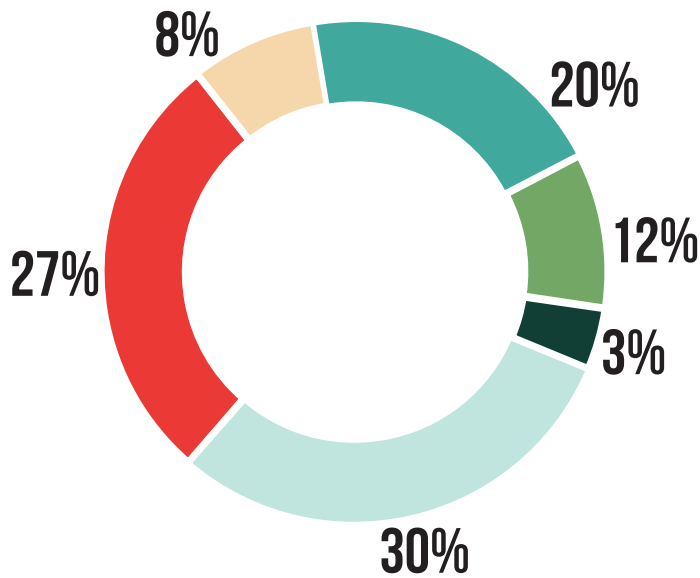
## Public Schools

The Raymore-Peculiar School District consists of 10 schools, which had 6,039 students enrolled for the 2016-2017 school year. The district is accredited with distinction in performance by the Missouri Dept. of Elementary & Secondary Education and has regularly received regional and statewide recognition as a world class system for public education.

The district includes:

- Raymore-Peculiar High School (serving 9-12)
- Raymore-Peculiar East Middle School (6-8)
- Raymore-Peculiar South Middle School (6-8)
- Bridle Ridge Elementary (K-5)
- Eagle Glen Elementary (K-5)
- Creekmoor Elementary (K-5)
- Peculiar Elementary (K-5)
- Stonegate Elementary (K-5)
- Raymore Elementary (K-5)
- Timbercreek Elementary (K-5)
- Shull Early Learning (Pre-K)

## Education Attainment of Raymore Residents Age 25 & Over





## **PARKS & RECREATION**

The City of Raymore provides numerous venues for sporting and recreation activities. The City's incorporated boundary includes seven parks with various amenities. Events throughout the year included: Touch-a-Truck, Easter Festival, Jog With Your Dog, Movies in the Park, Fishing Derby, Spirit of America Fourth of July Celebration, Veterans Celebration and the Mayor's Christmas Tree Lighting, as well as sporting leagues and instructional programs.

The Raymore Parks & Recreation Board oversees recreation programming. The Board was established under City Code Chapter 120 and Chapter 90 of the Revised Statutes of the State of Missouri as an administrative board.

The mission of the Raymore Parks & Recreation Board is to be fiscally responsible in maintaining and expanding land, facilities and programs. The Board also strives to provide diverse recreational programs and a range of parks and green spaces accessible to all residents. The Board, in conjunction with the City Council, oversees the Parks & Recreation Department, which manages the day-to-day operations.

### **Memorial Park - 400 Park Lane**

Memorial Park is located off Olive St. behind Raymore Elementary School. The park area is 20+ acres and has a pleasant mix of passive and active space. The park hosts several of Raymore's special events and festivals.

Park amenities include:

- One large shelter house with stage
- One small shelter house
- Two tennis courts
- One concession stand with attached restrooms
- Four ball fields, shared with Raymore Elementary
- Two sand volleyball courts
- One lighted walking trail (approximately 0.8 mile)
- One basketball court
- Playground equipment

### **Recreation Park – 1011 S. Madison**

Located on the southern end of town on 80 acres, Recreation Park is the largest of Raymore's parks. It is also the most active park with approximately 80% of its space dedicated to active programmable use.

Park amenities include:

- Six-field baseball / softball complex
- Soccer fields
- Football field

- Two concession stands
- Four lighted tennis courts
- One lighted basketball court
- Two playground areas
- Two shelter houses - Optimists Shelter and East Shelter
- A fishing pond
- Park House and maintenance buildings
- Skate park
- Exercise trail (approximately 1.5 miles)
- Disc golf course

### **Hawk Ridge Park – 701 Johnston Parkway**

The City's newest community park, Hawk Ridge Park is 79 acres of rolling hills with a fishing lake. (daily creel limits for fishing are four channel catfish, two bass, 20 blue gill, 30 crappie). The park's topography is well suited for future park planning to include a mix of both passive natural areas and facilities. The park also includes soccer fields.

### **Ward Park Place Park**

Located on 3.88 acres on the western end of Sierra Drive in Ward Park Place Subdivision. Ward Park received playground equipment and a paved walking trail in 2011.





**Good Parkway Linear Park**

Located in a greenway between the Wood Creek and Stonegate subdivisions, Good Parkway is a functional drainage way. A 1.0 mile recreational trail was added in 2003. Future plans for the park include stream restoration and natural areas that will improve the condition of the stream, reduce pollutants in the water, and enhance aesthetics.

**Eagle Glen Linear Park**

Located in a greenway within the Eagle Glen subdivision, Eagle Glen Linear Park is a functional drainage way. In 2004, a recreation trail (approximately 1.0 mile) was added. Playground equipment was added in 2012. Future plans for the park include stream restoration and natural areas that will improve the condition of the stream, reduce pollutants in the water, and enhance aesthetics.

**Eagle Park**

Located in an easement in the parking lot of a retail shopping area along Highway 58, the park was once the home of the Mayor’s Christmas Tree Lighting. Residents donated funds to purchase and install a 70-foot flagpole, lighting and memorial.

**T.B. Hanna Station Park - 215 S Washington St.**

Home to Raymore’s Original Town Farmers Market, T.B. Hanna Station Park is located along the 200 block of South Washington St. The market is open between 4 and 7 p.m. every Tuesday from the beginning of June to the middle of October. The park also includes the Depot Shelter, grills, picnic tables and wi-fi.

**Centerview - 227 Municipal Circle**

Whether planning a meeting for a few or organizing a major wedding for 350, the unique style and affordability of Centerview makes it the perfect place to host a private event. Centerview was designed to provide seamless indoor and outdoor spaces that can accommodate any event in any season and will make your day truly unforgettable.



# ECONOMIC & DEMOGRAPHIC DATA

## COMMERCE AND INDUSTRY

### Major Employers

Employer	Product/Service	Number of Employees
1 Wal-Mart	Retail	343
2 Ray-Pec School District*	Education	338
3 Foxwood Springs	Senior Living Care	326
4 Sam's Club	Wholesale Club	200
5 Constino's Price Chopper	Grocery Store	160
6 Lowe's	Home Improvement	130
7 Rehabilitation Center of Raymore	Medical	120
8 City of Raymore	Government	103
9 McDonald's	Restaurant	45
10 Benton House of Raymore	Senior Living Care	40

Source: Raymore Department of Finance - Contacted businesses for information

\* Raymore-Peculiar School District - Number of employees for the entire district is 857; the number of employees employed within the City of Raymore is 338 - Contacted Human Resources Department for school district.

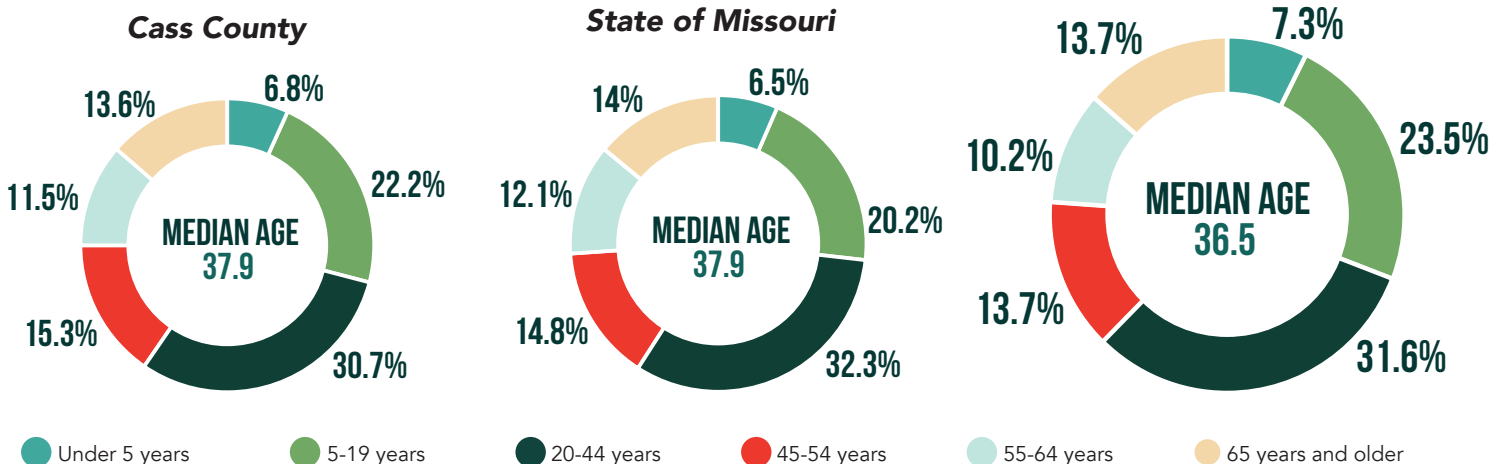
## GENERAL AND DEMOGRAPHIC INFORMATION

### Census Population Data

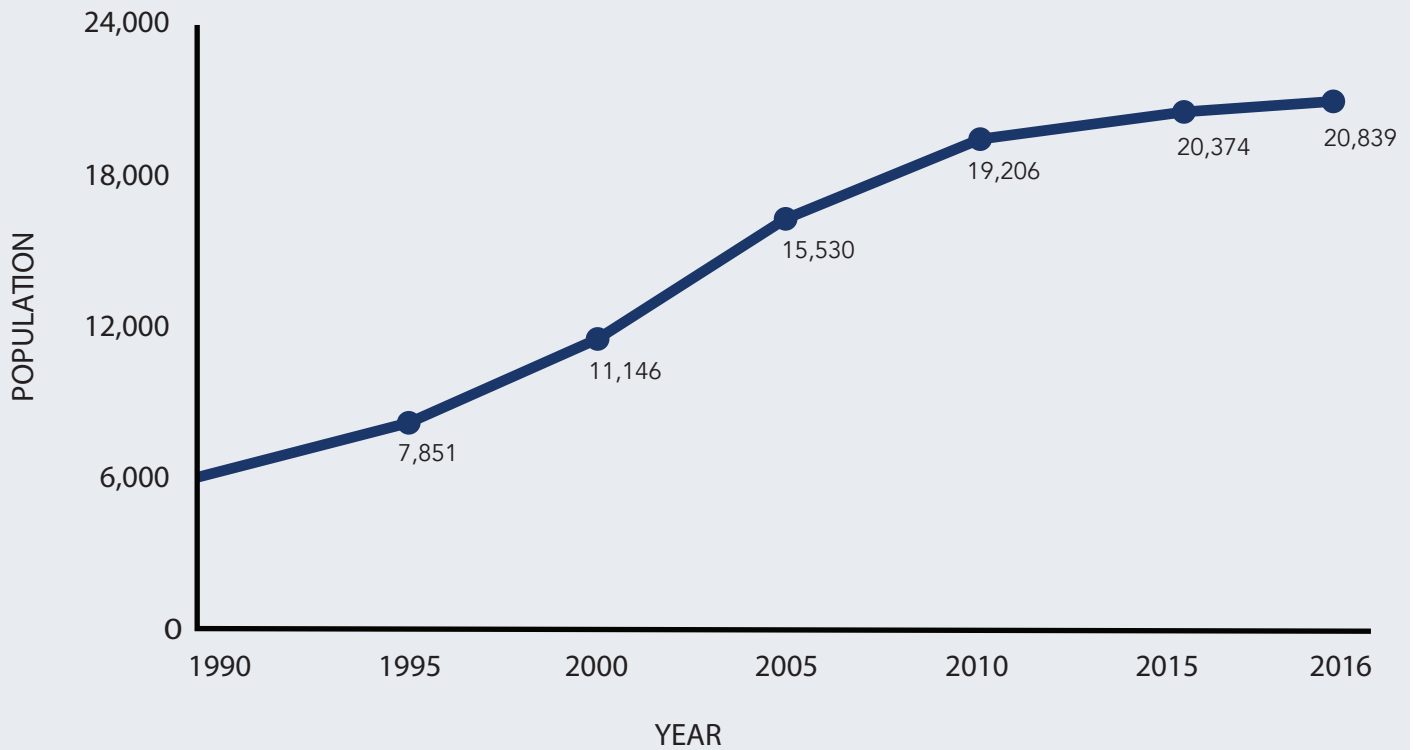
	1970	1980	1990	2000	2010
City of Raymore	587	3154	5592	11,146	19,206
Cass County	39,448	51,029	63,808	82,092	99,478
State of Missouri	4,677,623	4,916,776	5,117,073	5,595,211	5,988,927

Source: U.S. Department of Commerce, Economics & Statistics Administration; Bureau of the Census. Missouri Data Center, Jefferson City, Missouri and City Department of Economic Development

### Population Distribution by Age per 2010 Census



## Population Statistics\*



\*1990, 2000 and 2010 are actual per U.S. Bureau of Census, all other years are estimates.

## Unemployment Figures

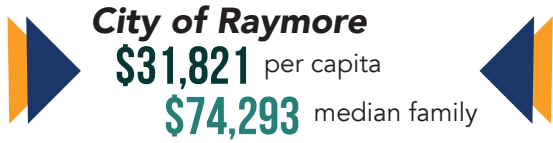
	2014	2015	2016	2017
<b>City of Raymore</b>				
Total Labor Force	10,564	10,954	10,902	11,165
Unemployed	281	430	356	372
Unemployment Rate	2.7%	3.9%	3.3%	3.3%
<b>Cass County</b>				
Total Labor Force	54,404	54,463	53,919	54,448
Unemployed	2,597	2,602	1,950	1,963
Unemployment Rate	4.8%	4.8%	3.6%	3.6%
<b>State of Missouri</b>				
Total Labor Force	3,019,753	3,113,753	3,093,755	3,059,676
Unemployed	177,834	155,584	123,719	124,198
Unemployment Rate	5.9%	5.05%	4%	4.1%

Source: Missouri Economic Research & Information Center (MERIC), MO Dept E.D. – Civilian Labor Force Date Dec. 2016. The unemployment data for 2017 is as of May 2017.



# INCOME STATISTICS

Income Figures per 2013 US Census Quick Facts



## State of Missouri

**\$26,259** per capita  
**\$48,173** median family

## Cass County

**\$28,398** per capita  
**\$61,584** median family

Median Earnings	
Male (full-time)	\$58,264
Female (full-time)	\$47,183
Employment Status	
Population 16+ years	15,347
In labor force	10,190
Civilian Labor Force	10,190
Employed	9,807
Unemployed	383
Occupation	
Management, Professional	4,097
Service Occupations	1,326
Sales and Office Occupations	2,479
Natural Resources, Const. and Maint. Occupations	840
Production, Transp. & Matl Moving Occupations	1,065

Source: US Census Bureau, Quick Facts 2014 American Community Survey 5-Year Estimates

# HOUSING STRUCTURES

Housing Type	Number of Units	Percent of Units
Single-Family	6,482	80.34%
Duplex	344	4.26%
Multi-Family	1,242	15.39%

## Median Home Value per 2010-2015 American Community Survey 5-Year Estimates

**City of Raymore** | **\$176,100**  
**Cass County** | **\$159,600**  
**State of Missouri** | **\$138,400**

Source: U.S. Department of Commerce Bureau of the Census American Fact Finder and City Community Development Department.





## BUILDING CONSTRUCTION

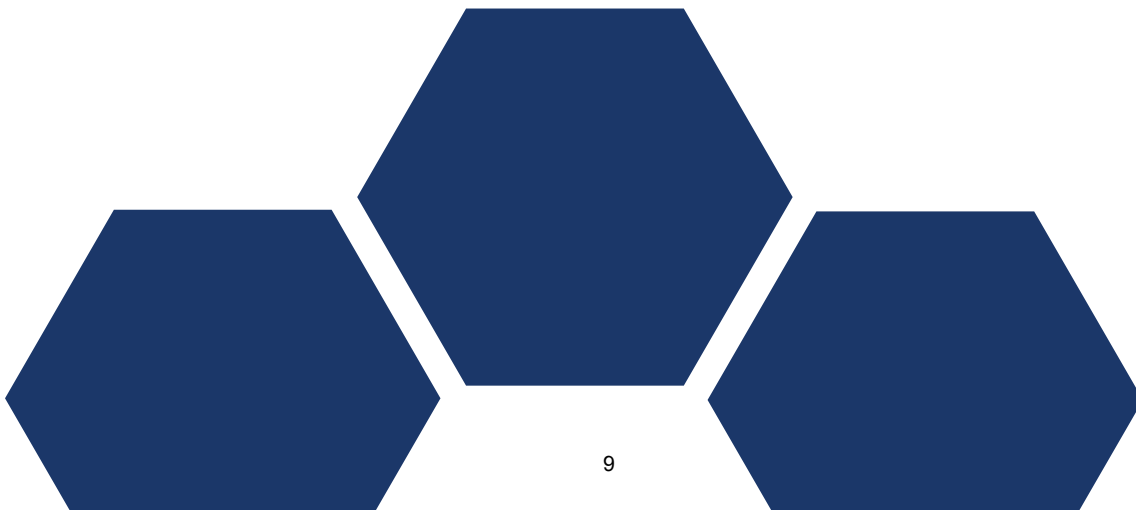
### Total Building Permits and Estimated Cost by Type

	2012	2013	2014	2015	2016
<b>Residential</b>					
Number of Permits	68	110	117	172	211
Estimated Cost	\$16,411,200	\$28,319,200	\$29,746,700	\$38,854,800	49,128,800
<b>Non-Residential</b>					
Number of Permits	7	17	17	24	21
Estimated Cost	\$1,268,100	\$14,576,000	\$1,353,300	\$9,157,100	987,200

## PROPERTY TAXES

	Major Property Tax Payers	Local Assessed Valuation	% of Total of Top 10 Local Assessed Valuation
1	Sam's Club	\$3,646,200	18.62%
2	Launch Properties, LLC (Manor Homes Apts)	\$2,991,270	15.27%
3	Wal-Mart	\$2,970,600	15.17%
4	Lowes	\$2,358,940	12.04%
5	Raymore Group LLC (Raymore Mkt Ctr)	\$2,221,390	11.34%
6	Foxwood Springs	\$1,559,530	7.96%
7	Laclede Gas Co (Formerly MO Gas Energy)	\$1,324,280	6.76%
8	Raymore SLP LLC (Benton House)	\$882,890	4.51%
9	Community Bank of Raymore	\$863,520	4.41%
10	MBSR Raymore Mo LLC (Walgreens)	\$767,720	3.92%

Source: County Assessor. Assessed valuation includes real estate and personal property.  
(Based upon assessed valuation for 2016)



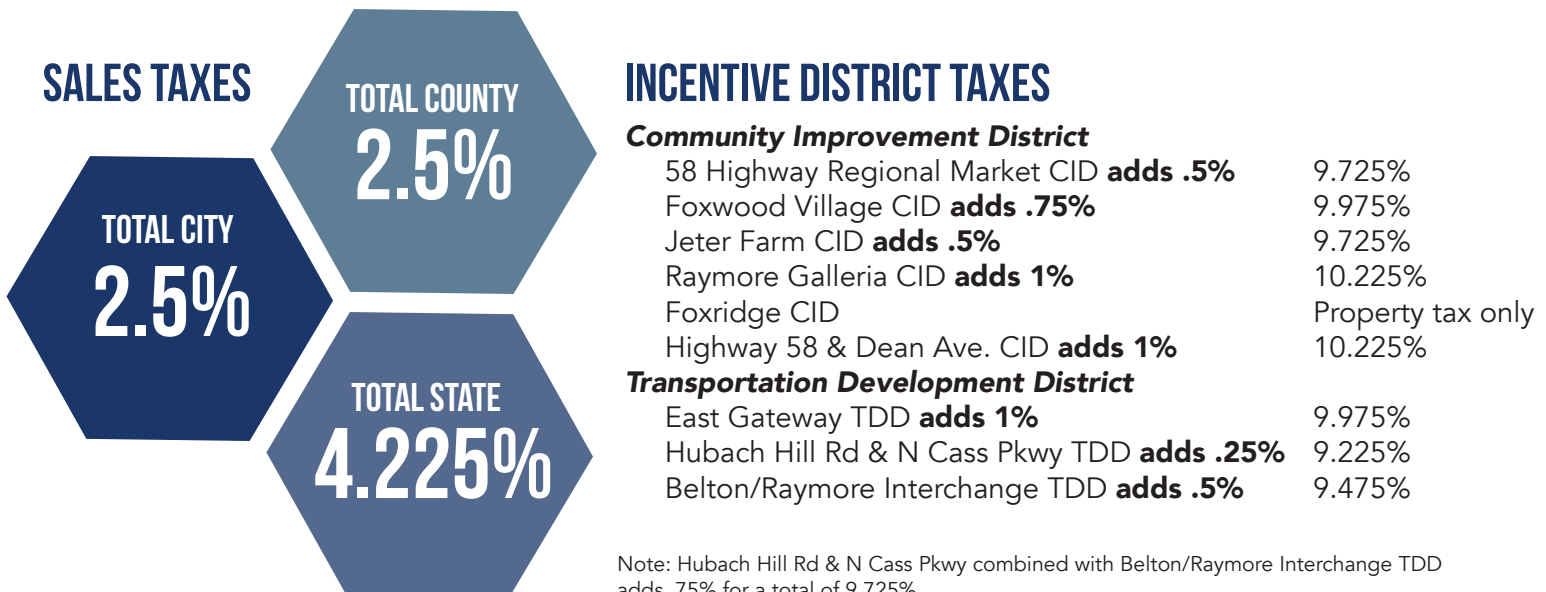


## TAX COLLECTION RECORD

The following table sets forth tax collection information for the City for fiscal years for which audited financial statements are available.

Year Ended*	Total Levy	Taxes Levied	Current and Delinquent Collections
2017	1.3057	-	-
2016	1.3057	\$3,798,313	\$3,516,570
2015	1.3057	\$3,700,642	\$3,518,468
2014	1.3068	\$3,592,637	\$3,399,903
2013	1.3068	\$3,520,413	\$3,440,452

\*Based on Cass County February fiscal year end.



Note: Hubach Hill Rd & N Cass Pkwy combined with Belton/Raymore Interchange TDD adds .75% for a total of 9.725%

# FINANCIAL POLICIES

## ACCOUNTING AND AUDITING OVERVIEW

The City of Raymore currently produces financial information that is in conformity with generally accepted accounting principles, inclusive of GASB's 34 requirements. The financial information structure of the City is organized on the basis of funds and account groups within each fund, with each fund considered a separate accounting entity. The activities and operations of each fund are accounted for separately, with a set of self-balancing accounts that make up the funds assets, liabilities, fund equity, revenues and expenditures or expenses as appropriate.

The City's financial information is audited annually by a firm of independent certified public accountants, in accordance with generally accepted governmental auditing standards.

The following is an overview and summary of the policies and practices used to develop the annual budget. To view the full text of each policy, visit [www.Raymore.com/FinancialPolicies](http://www.Raymore.com/FinancialPolicies)

## OPERATING RESERVES

### **Resolution 10-70**

The City of Raymore believes that in order to

provide security for any foreseeable contingency, a restriction of 20% of the proposed fund expenditures should be held in reserve for application to next years fund balance.

Resolution 10-70 adopted Sept. 27, 2010 states, "It shall, in the budget annually adopted by the City Council, be the policy of the Council to hold an amount equivalent to 20 percent of the departmental operating expenditures in the General Fund, Park Fund and Enterprise Fund in reserve, in order to be prepared for unforeseen emergencies that may occur."

## INVESTMENT POLICY

It is the policy of the City of Raymore to invest public funds in a manner which will provide a reasonable investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds.

Except for cash in certain restricted and special funds, the City of Raymore will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

Investment through external programs, facilities and professionals operating in a manner consistent with this policy will constitute compliance with this policy.

### **General Objectives**

The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield.

## **DEBT POLICY**

The ability of the City to incur debt is limited by Article VI of the Constitution of the State of Missouri. Section 26(a) of the Article provides that a city may not become indebted in an amount exceeding in any year, the income and revenue provided for such year plus any unencumbered balances from previous years, except as set forth in Section 23(a) and Sections 26(b-e). Section 27 of the Article provides that a city may issue revenue bonds for the purpose of paying all or part of the cost of purchasing, constructing, extending or improving municipal utilities.

The City of Raymore is authorized under the aforementioned Articles, to issue General Obligation Bonds, Revenue Bonds, Special Revenue Bonds and Certificates of Participation. When determining the type of bond to issue, the following factors are considered:

- The direct and indirect beneficiaries of the project to be financed. The larger proportion of citizens should benefit from projects financed with General Obligation Bonds.
- The lifetime of the benefits generated by the project.
- The revenues that may be raised by alternative

types of user charges.

- The cost-effectiveness of user charges.
- The effect of the proposed bond issue on the City's ability to finance future project of equal or higher priority.
- The true interest and net interest cost of each type of bond.
- The impact on the City's financial condition and credit ratings.

## **CAPITALIZATION POLICY**

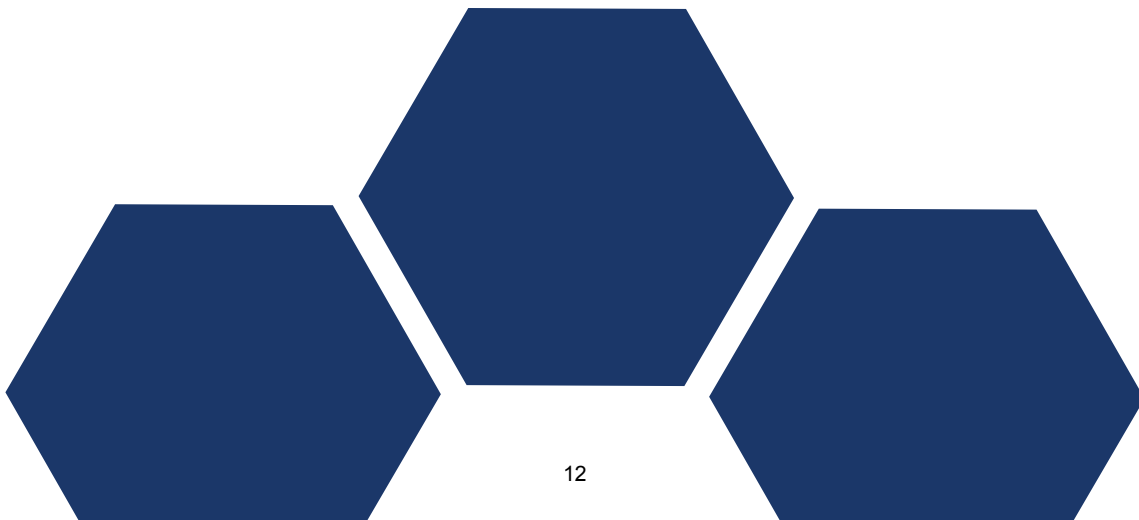
### **Resolution 03-23**

To establish for the City of Raymore a policy for capitalization for real property, infrastructure, equipment, works of art and historical treasures, intangible assets, donated assets and leased property.

Historically, City of Raymore has complied with the financial reporting requirements of the Government Accounting Standards Boards (GASB.) City assets for the Proprietary Funds have been recorded and depreciated. Governmental fund assets will be recorded in the General Fixed Asset Account Group (GFAAG) at original or historical cost and adjusted each year for new assets purchased and assets replaced due to obsolescence, damage, theft or loss.

The GASB issued Statement No. 34, effective June 30, 2003, requires City infrastructure, works of art, historical treasures, intangible assets and depreciation to be recorded for all funds in the government-wide financial statements.

This policy addressed the elements of financial reporting introduced by GASB Statement No. 34 and ensures that capital asset transactions are accounted for consistently and in accordance with generally accepted accounting principles.



# PURCHASING POLICY

## **City Code Chapter 135**

*Section 135.010: General Provisions* - This Chapter provides guidelines to be followed in purchasing goods and services for the City. These policies and procedures supersede all prior purchasing directives, memoranda, and practices. The City Manager shall be responsible for enforcing this policy.

## BASIS OF PRESENTATION

The accounts of the City are organized on the basis of funds and groups of accounts, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts which comprise its assets, liabilities, equities, revenues and expenditures. The various funds are grouped by type in the financial statements. The following fund types and account groups are used by the City.

## FUND STRUCTURE

### **Governmental Fund Types:**

#### **General Fund**

The general fund is the general operating fund of the City. GAAP prescribe that the general fund be used "to account for all financial resources except those required to be accounted for in another fund." That is, it is presumed that all of a government's activities are reported in the general fund unless there is a compelling reason to report an activity in some other fund type.

#### **Internal Service Funds**

Governments often wish to centralize certain services and then allocate the cost of those services within the government. Internal service funds are generally used for central garage and motor pools, duplicating and printing services, information systems, purchasing, and central stores. The goal of an internal service fund is to measure the full cost of providing goods and services provided and recouping that cost through fees or charges.

#### **Capital Project Funds**

Capital Project Funds are used to report major capital acquisition and construction separately from their ongoing operating activities. Separate reporting enhances an understanding of the

government's capital activities, and it helps to avoid the distortions in financial resources trend information that can arise when capital and operating activities are mixed.

#### **Special Revenue Funds**

Special revenue funds most often have certain revenue sources set aside for a specific purpose. GAAP provide that special revenue funds be used "to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes." Parties outside the government as well as the governing body itself can impose these legal restrictions.

#### **Debt Service Funds**

Resources set aside to meet current and future debt service requirements on general long-term debt are recorded in a Debt Service Fund. GAAP permit the use of debt service funds "to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest."

#### **Fiduciary Funds**

Fiduciary Funds are used "to report assets held in a trustee or agency capacity for others and therefore cannot be used to support the government's own programs." Fiduciary funds include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds. The distinction between trust funds and agency funds is that trust funds normally are subject to a trust agreement that affects the degree of management involvement and the length of time that the resources are held.

### **Proprietary Fund Types:**

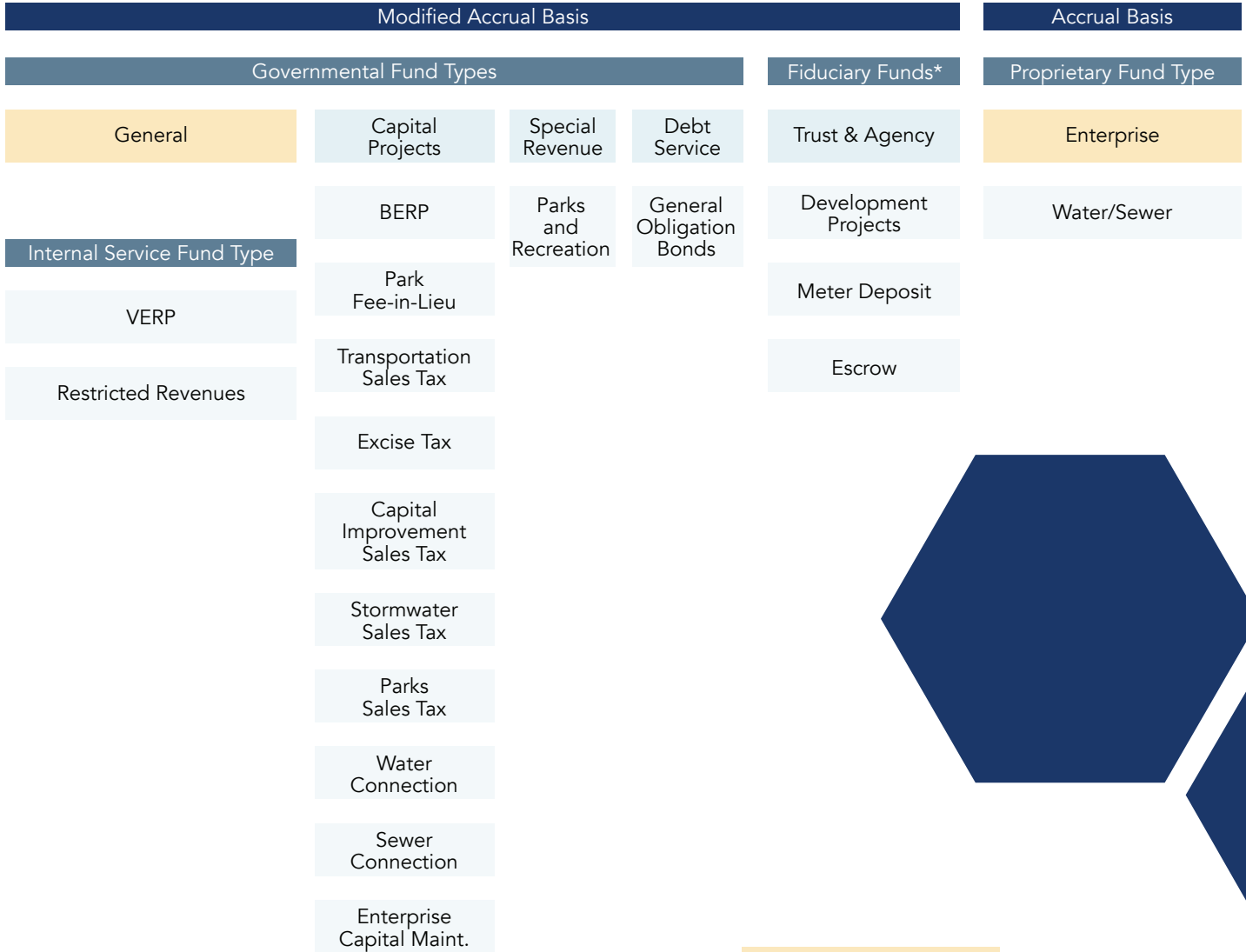
#### **Enterprise Funds**

An enterprise fund may be used to report any activity for which a fee is charged to external users for goods or services. GAAP also require the use of an enterprise fund for any activity whose principal revenue sources meet any of the following criteria: 1) debt backed solely by fees and charges; 2) legal requirement to recover cost; or 3) policy decision to recover cost.



# FUND STRUCTURE

## BASIS OF ACCOUNTING AND BUDGETING



Indicates a major funds

\* These funds are not included in the FY 2018 Budget due to their intended purposes.

### BASIS OF ACCOUNTING

All governmental fund types use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or seen enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due. Those revenues susceptible to accrual are sales taxes, property taxes, franchise taxes.

Proprietary fund types utilize the accrual basis

of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

### BASIS OF BUDGETING

The final budget adopted by the City Council must be a balanced budget, where total resources equal total obligations. The City Charter prohibits a budget which projects spending in excess of available resources. The City's budget is prepared on the modified accrual basis (which is the same accounting basis used for all governmental funds) and assumes that prior year's ending cash balances can be utilized to balance the budget.

The Proprietary fund types utilize the accrual basis of budgeting.

# DISCUSSION OF BUDGET PROCESS

**RSMo. Chapter 67** requires the City to prepare a balanced budget and provide specific budgetary information within the budget document. The City prepares the overall budget on a modified accrual basis, with departmental budgets prepared on a zero-based, maintenance and expansion basis. This same modified accrual basis is used in preparation and reporting of the City's audited financial statements. All unexpended budget appropriations expire at the end of the fiscal year. Primary budgetary control focuses at the department level with transfers between programs within a department allowed upon the authorization of the City Manager.

Upon receipt of the departmental budget request, the following events occur:

- All departmental budget requests for the coming year are submitted to the Finance Department, which consolidates and compares the current year requests to prior year actual and current year budgets.
- *Budget Division Hearings* - Meetings are held with the department directors and City Manager prior to submission of the recommended budget to the Mayor and City Council.
- *City Council Work Session(s)* - The City Council reviews the proposed budget and expansion

requests in one or more work sessions prior to the public hearing.

- *Public Hearing* - A public hearing is held prior to the budget's approval and adoption. The City Council votes on possible changes to the City Manager's recommended budget and the final budget is proposed for adoption.
- *Budget Adoption* - Budget approval and adoption takes place at the second regular council meeting in October preceding the new fiscal year. The ordinance to adopt the proposed budget is read and acted on at the City Council meeting preceding the start of the fiscal year.

## LONG-TERM FINANCIAL PLANNING

A long-range financial plan (LTFP) provides guidance for where the City wants to go financially and how it plans to get there. The LTFP combines financial forecasting with financial strategies, allowing City officials and management to evaluate the long-term sustainability of the annual budget. The LTFP has a multi-year horizon; with two years shown in the annual budget on most funds and five years shown on the capital funds. Internally management looks at ten to twenty years.

The LTFP is reviewed annually and updated each year using the most recent information available. Revenues are forecast using historical trend analysis that is appropriately adjusted based on known business openings/closings and any additional known facts. Expenditures are forecast using projected inflation as well as any known future impacts. Debt is reviewed annually both internally and with the assistance of a Financial Advisor to maintain the most appropriate debt portfolio and debt margin.

Long-range financial plan can be broken into four major phases:

1. **Mobilization:** resources to undertake planning, preliminary financial analysis, definition of the underlying purpose of the planning process, the City's service level preferences, financial policies, and the scope of the planning effort.
2. **Analysis:** focuses on the City's financial position, making long-term projections, and the analyzing the City's probable future financial position.
3. **Decision:** strategies, plans and adjustments are created and agreed upon.
4. **Execution:** strategies become operational through the budget, financial performance measures, and action plans.

To read more of the City's LTFP, visit our website at [www.Raymore.com/FinancialPolicies](http://www.Raymore.com/FinancialPolicies).

## **BUDGET ADMINISTRATION**

### **Personnel Services**

Expenditure control in the area of personnel services is provided through position control rosters. There are no new positions created without the approval of the City Manager, Mayor and the City Council. This category consists of all wages, salaries, associated taxes and benefits.

### **Commodities**

The Commodities category consists of non-capitalized and consumable items such as, fuel and lubricants used for motorized equipment and

vehicles, communication equipment (mobile phones, pagers) computer equipment, tools and equipment, office supplies and furniture and other non-contractual items.

### **Maintenance & Repairs**

Buildings, grounds, plant and equipment maintenance, and vehicle maintenance are included in this category, which encompasses the maintenance and repair expenses incurred in the routine operation of the department.

### **Utilities**

Utility expenditures are those incurred for gas, electric, phone, water and sewer. These are recorded in the Building and Grounds department by building. Individual departmental budgets do not include any utility amounts.

### **Contractual Services**

Contractual Services are professional fees such as legal fees, advertising, auditing, testing, education, training, travel expenses and service and equipment rentals.

### **Capital Outlay**

Capital Outlay are expenditures that exceed \$5,000 incurred through the acquisition or enhancement of fixed assets, to the extent the expenditure exceeds \$5,000 and has useful life or can be expected to extend the life three years or more. These include building improvements, capital lease payments, and vehicles.

### **Debt Service**

Debt Service consists of the principal, interest, and fiscal agent expenditures relating to General Obligation and Revenue bonds.

### **Inter-fund Transfers/Miscellaneous**

Inter-fund Transfers are used to provide resources on a program basis while still maintaining fiscal integrity by fund source and type. Miscellaneous items include bad debt, depreciation expense, amortization and losses incurred on sale of assets or bond refunding.

### **Capital Expenditures**

Capital Expenditures are monies expended for the acquisition, improvement or replacement of capital assets. No capital expenditures shall be made unless:



- The Capital Expenditure was specifically budgeted for in the adopted annual budget, or
- The Finance Director determines that there are funds available within the department’s budget, and the City Manager approves the purchase in writing, or
- The City Council may authorize unbudgeted expenditures in excess of \$10,000 when the re-appropriation of funds does not diminish the overall goal and objectives of the departments program for which these funds are taken.

The request for such approval shall be included and highlighted on the Council’s Regular Agenda, and support material shall be provided that explains the purpose of the change and its impact on budget priorities.

## CONTROL OF BUDGET AMENDMENTS

### Reporting

The Finance Department provides monthly reports of budget position on a timely basis to each Department Director, the City Manager, Mayor, and City Council.

### Expenditure Projection and Analysis

The Finance Department analyzes the expenditures of each department on a monthly basis and informs each Department Director whose expenditures appear to be exceeding the adopted budget. By the end of the seventh month of each budget year, the Finance Department notifies all Department Directors whose budgets are likely to be exceeded and also notifies the City Manager, Mayor, and City Council. Within two weeks of notification, each Department Director will inform the Finance Director and City Manager of the actions that will be taken to avoid exceeding the departmental budget.

### Transfers

Departmental transfers not changing fund balances may be made as follows:

- Department Directors may transfer within the department’s budget up to \$500 with a written request approved by the Finance Director.
- Department Directors may transfer within the department’s budget \$500 to \$10,000 with written approval from the City Manager and the Finance Director.
- Transfers over \$10,000 within or between departments require City Council Approval.

### Budget Amendments

If during the budget year, the Finance Department determines that a department’s expenditures will exceed the approved departmental budget without exceeding the fund budget, the Finance Director shall, with the approval of the City Manager prepare an adjustment to the budget.

If any department’s or fund’s expenditures are expected to exceed the approved fund budget, a Budget Amendment shall be prepared for submission to the Mayor and City Council.

In the event of a public emergency, the City Manager may authorize expenditures by a department or fund, which is exceeding budget.

### Summary

The Director of each department is responsible and accountable for the expenditures of his/her department. The Finance Director will, through timely reports and analysis, keep Department Directors and elected officials informed of any potential budgetary issues. A department shall not exceed its approved budget without authorization from the City Manager and/or Mayor and Council.

Amendments, which change the total budgeted appropriations for any fund, must be made through adoption of a budget amendment ordinance.

SEE NEXT PAGE  
FOR FULL BUDGET  
CALENDAR

# BUDGET CALENDAR

Budget Development	Timeline
Management Team Meets to Discuss Budget/CIP Calendar and Training on Budget Preparation Manual if Necessary	Mar. 7
CIP Committee Meets to Discuss Current/Future Projects Status	Mar. 8
CIP Committee Meets to Create Projects and Disucss Capital Fund Models	Mar. 15 - Apr. 26
CIP Committee Meets to Create Park projects/Fund models	Mar. 15-22
VERP Adjustments/Confirmations Due	Mar. 24
Budget Flow/Design Meeting	Apr. 13
Park Board Work Session - CIP review	Apr. 25
Water and Sewer Rate Analysis	May 1-5
Finalize CIP and Capital Fund Models	May 8-12
Park Board Committee Meeting - CIP review	May 9
Schedule of Fees Adjustments Due	May 12
Equipment Requests Due to Information Technology	May 12
Personnel Requests Due to Human Resources	May 12
FY 2017 End of Year Expenditure Projections Due	May 19
Water and Sewer Rate Analysis and Recommendation to Management	May 24
Park Board Meeting and Approval of CIP	May 24
Finance Follow Up with Departments	May 22-26
Department Revenue Projections and Expenditure Requests Due	Jun. 2
Department Narratives, Org. Charts, and Performance Measures for Budget Due	Jun. 2
Document Creation to Communications Manager	Jun. 5-9
Water and Sewer Rate Presentation to Council	Jun. 5
Park Board Work Session - Operating Budget Review	Jun. 13
Water/Sewer Rate Public Hearing Notice to the Paper	Jun. 15
Department Budget Meetings	Jun. 19-23
Water/Sewer Rate Public Hearing Notice	Jun. 22
Park Board Meeting and Approval of Operating Budget	Jun. 27
Tax Levy Public Hearing Notice to the Paper	Jul. 14

# BUDGET CALENDAR

Finalize and Adopt	
Schedule of Fees-FY18 (Fees, Water/Sewer Rates, Excise Tax Fee) Public Hearing	Jul. 24
Park Board Meeting - Final Review of Park Budget to go to Council	Jul. 25
City Manager Changes to Communications Manager Due	Aug. 8
Management Team Budget Meeting - Expansion Item Discussion	Aug. 8
Council - Tax Levy Public Hearing and First Reading	Aug. 14
Proposed Budget Document Submitted to Council	Aug. 17
Council - Budget/CIP Worksession	Aug. 21
Council - Tax Levy Second Reading	Aug. 28
Planning and Zoning CIP Worksession and Public Hearing	Sep. 5
Fiscal Year 2018 Budget/CIP Public Hearing Submitted to the Paper	Sep. 15
Council Budget/CIP Worksession (if necessary)	Sep. 18
Council Budget/CIP Worksession (if necessary)	Oct. 2
Council-FY18 Budget/CIP Public Hearing & 1st Reading of Budget/CIP Resolution	Oct. 9
Council-FY18 Budget Second Reading	Oct. 23
Post Adoption	
Adopted Budget Adjustments Finalized	Oct. 23
Post Adoption Memorandums Due	Nov. 3
Adopted Budget Documents to Communications Manager due	Nov. 6
FY18 Adopted Budget Book Submitted to Council	Nov. 27



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City of  
**RAYMORE,  
MISSOURI**

100 Municipal Circle • Raymore, Mo.  
(816) 331-0488 • [www.raymore.com](http://www.raymore.com)

**August 21, 2017**

**The Honorable Kristofer Turnbow and  
Members of the Raymore City Council**


**Dear Mayor Turnbow and Members of Council:**

The Proposed Operating Budget for the Fiscal Year 2017-2018 is hereby submitted for your consideration. This budget is the product of a comprehensive team effort from every level of the municipal organization which benefits the entire City of Raymore.

**Budget Process**

The budget for the Fiscal Year 2017-2018 is the result of detailed and thoughtful consideration on the part of the City Manager and Management Team over the past several months in view of the public service needs of the community and the goals and objectives of the Mayor and Council. Budget development is not a quick or easy process due to the decisions that are encompassed in the proposed document. Determination of the annual budget is the most important single endeavor of the City Council due to its future strategic planning and comprehensive nature, entailing the range of services offered and prioritizing the allocation of government resources to meet the needs and desires of our citizens. Core and essential services always receive the highest priority in committing funds, yet all budgeting decisions are challenging due to the City's limited resources. All components of the annual budget were analyzed and prepared by Department Directors and subsequently reviewed and deliberated by the City Manager during department budget meetings.

Staff has worked diligently to draft a proposed budget that meets the goals expressed by the City Council, the needs identified by the new strategic plan, the various comprehensive plans, and the needs expressed and desired by the citizens of Raymore to provide a guideline of targeted government services achieved



through better communication and understanding of those goals and needs to save taxpayer money. By addressing our long-term financial challenges now, we avoid using existing fund balance on ongoing operations, and instead are able to preserve our reserves for critical long-term infrastructure and city facility needs. City policy requires that each of the City's operating funds carry a restriction on total fund balance of 20% of the proposed fund operating expenditures. The budget is in compliance with the City Charter requirement that total proposed expenditures not exceed estimated revenues plus any unencumbered cash reserves estimated to be on hand at the beginning of the ensuing fiscal year.

This budget has been prepared using the modified zero-based budget and target-based budgeting approach. This combined approach requires each department to prepare a budget request as if it were being done for the first time with the understanding that available resources should be dedicated to targeted service areas. While taking historical context into account, requests were reviewed in line item detail to ensure that they did not include incremental additions to prior year's budget numbers. Detail sheets were developed for each appropriate line item to allow for this review and to better serve as a management tool during the implementation of the budget. Budget development was also approached from a "maintenance" and "expansion" request perspective. The maintenance requests represent ongoing provision of targeted services. Expansion requests represent an increase in service level or provision of a new service or program.

### **Economic Condition and Outlook**

The City anticipates continued growth in residential and commercial development. During FY 2017 staff conservatively projects that there will be 220 residential permits issued and 6 new commercial building permits issued. This FY 2018 budget conservatively anticipates similar or lower numbers in those areas.

Conservatively budgeting only a small increase in sales tax revenue coupled with the Hancock Amendments artificial cap placed on realization of housing growth assessed valuation revenues made preparation of the FY 2018 budget challenging. The Operating Budget includes certain very necessary personnel increases. All personnel are proposed to be advanced to the next step on the salary chart and all steps have been increased by the cost of living for the period May through May. There is a budgeted increase in health insurance costs and an increase in utilities and material costs.

Summaries of revenues and expenditures are included for all City funds, and expenditure information is provided for each department or significant division where they exist within a particular fund. Financial information provided on the summary pages includes actual revenues and expenditures for FY 2015 and FY 2016, the FY 2017 adopted budget, amended budget during the year, and projected revenues and expenditures, and the FY 2018 department requested

and City Manager proposed budget for Council consideration. In each of the fund summary presentations staff presents the next two future fiscal years using conservative estimated revenue growth and an average of 4% expenditure inflation. This information is provided to show future planning only. It is not an adopted future budget allocation. Budget detail was prepared by program for each department and division, which allows cost of service information to be represented and analyzed by service area.

Immediately following this message is an executive summary that provides comparison detail and further summary information about the proposed FY 2018 budget, as well as a presentation of the proposed budget by service area.

### **Acknowledgments**

My sincere thanks go to all the department heads and division managers who worked hard to prepare this budget. It is a long, time consuming process and they all use it to focus on excellence in service delivery to our citizens. A very special thank you to Finance Director Cynthia Watson who has played a major role in producing this document, to Chief Zimmerman and Jim Cadoret for their background information and advice, and to Mike Ekey for his assistance in putting this document before you. Also a thank you to Elisa Williams who provides much of the backup documentation and research for the initial document numbers and her internal control over the unseen portion of the city budget which is the special incentive districts. I am deeply grateful to all for their time and work.

**Respectfully Submitted,**

A handwritten signature in black ink, appearing to read "Jim Feuerborn". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

**Jim Feuerborn, City Manager**



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# CITY MANAGER'S PROPOSED FY 2018 BUDGET DETAILS

## OPERATING FUNDS & DEBT SERVICE FUND HIGHLIGHTS:

The primary non-capital funds for the City are the General Fund, Park Fund, Enterprise Fund, and Debt Service Fund. Some highlights of these follow.

### GENERAL FUND

#### ***Beginning Balance***

A deficit (expenditures over revenues during the fiscal year) of \$759,301 was projected at the end of FY 2016 when the FY 2017 Proposed Budget was submitted last year. The FY 2016 General Fund actually ended having a deficit of \$378,208. It should be noted that this deficit was a controlled draw down on fund balance through budgeted transfers to the Transportation Fund and transfers to other funds for specific capital projects. The lower than projected actual deficit spending amount led to an increase of \$381,093 in actual beginning balance for FY 2017 for a total actual beginning balance of \$3,159,111.

FY 2017 revenues are projected to come in \$40,890 higher (0.43%) than the FY 2017 budget number. While most revenues are in line with budget expectations, there are items of note:

- Franchise Taxes continue to erode. They are projected to come in \$63,322 lower (-2.78%) than budgeted. This is attributable to a continued decrease in the Land Line Telephone tax of \$28,196 from budget (-23.87%), the Mo Gas Energy tax coming in 9.49% below budget due to another mild winter, and the Internet/Cable tax coming in \$32,566 below budget (-10.65%) due to a shift to satellite on the part of many customers.
- The Fees and Permits revenue line item is projected to come in substantially higher than budgeted by \$153,939 (+72.58%) due to greater building activity than had been conservatively budgeted for.

Total Expenditures for FY 2017 are projected to be \$382,759 below the original adopted budget (-3.86%).

The combination of the FY 2016 lower than projected deficit, projected FY 2017 revenues being up and FY 2017 expenditures being down result in a projected unreserved (gross) fund balance at the end of FY 2017 in the amount of \$3,214,754 an amount that is \$804,739 (33.29%) more than budgeted.

#### ***FY 2017 Revenues***

Staff projects total FY 2018 revenues to come in \$204,822 (2.15%) higher than the FY 2017 budget amount and \$163,932 (1.71%) higher than FY 2017 projected receipts.

Some highlights of projected FY 2018 revenues in the General Fund are as follows:

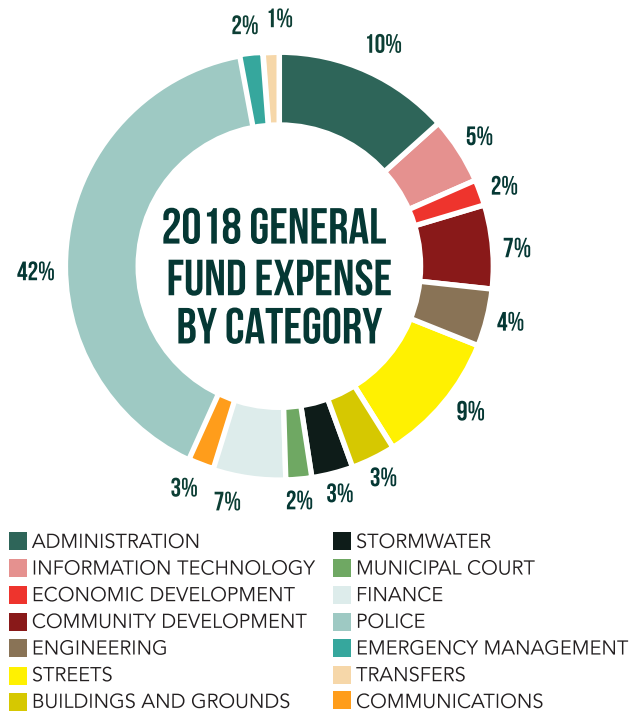
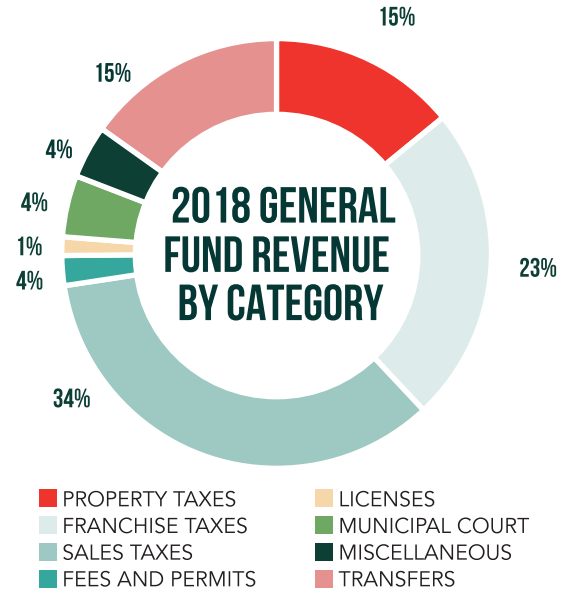
- **Property Tax:** Property tax receipts in FY 2018 are projected to be \$76,377 higher than received in FY 2017. This amount reflects limits put on revenue growth due to the Hancock amendment when compared to the very large increase in actual assessed valuation.

- **Franchise Taxes:** Franchise tax receipts for FY 2018 are projected to come in \$36,409 (+1.64%) higher than FY 2017 projected amount. The addition of 175 new residences in FY 2018 is assumed in this projection. Staff continues to attribute the slowing growth in revenue from the ever-growing wireless carrier market to the elimination of franchise billing on the data portion of the bills. As in past years the number of landline connections continues to decrease.

- **Sales Tax:** The Sales tax receipts in FY 2018 are projected to be \$65,960 (+2.00%) higher than the FY 2017 Adopted Budget amount, and \$26,005 (+0.78%) higher than the FY 2017 projected amount. The budget assumes a very modest increase in existing city sales tax from FY 2017 projected and small 2% increase in state vehicle sales tax from the FY 2017 projected receipts. There is no budgeted revenue for FY 2018 associated with any projected retail sales outlet that is not open as of this writing.

- **Fees and Permits:** Again in FY 2017 substantially more housing starts led to substantially more revenue than staff conservatively budgeted. As previously stated projected revenues for FY 2017 are anticipated to be \$153,939 (+72.58%) higher than the FY 2017 budget. Staff has attempted to conservatively realize the consistent nature of the increase in this revenue source by increasing the projected number of new homes starts to 175 to budget this revenue in FY 2018.

- **Municipal Court:** FY 2017 Municipal Court revenues are projected to be down from the budgeted amount by \$63,433 (-14.48%). It is clear that recent legislative and Missouri Supreme Court changes have had a significant lowering impact on revenues that are collected in this area.



**Transfer from Transportation Fund:** Some proceeds from the half-cent Transportation Sales Tax are transferred each year to the General Fund and are used for transportation-related infrastructure maintenance expenditures. A transfer of \$320,000 is again budgeted in FY 2018.

- **Transfer from Stormwater Sales Tax Fund:** The City has a Parks/Stormwater sales tax in the amount of one-half cent. Forty percent of the receipts from this tax is allocated to Parks & Recreation; forty percent is allocated to the Stormwater Sales Tax Fund; and twenty percent is allocated to each of these funds in amounts determined by the City Council each year. Staff each year budgets an amount to be transferred from the Stormwater Sales Tax Fund to the General Fund to offset operating costs for stormwater management in the fund. For FY 2018 this amount is budgeted at \$285,209.
- **Transfer from Enterprise Fund:** Transfers are made from the Enterprise Fund to compensate the General Fund for administrative work serving Enterprise Fund functions such as utility billing and administrative salaries. For FY 2018 it is budgeted to transfer \$810,118. A complete explanation of the methodology used to compute the amount for this transfer is presented in the "Transfers from Enterprise Fund to Other Funds" chapter in the Enterprise Fund budget.
- **Capital Project Administration/Inspection Transfer:** The City makes a transfer from the Capital Budget to compensate the General fund for staff time administering and inspecting capital projects. For FY 2018, the budget contains a transfer of \$49,780 related to the Street Preservation Program and new construction associated with the 2016 and 2017 General Obligation Bond Issues. The transfer constitutes six percent of the overall cost of included projects, which is the percentage we charge to developers to inspect future City infrastructure they construct to serve their developments. These are all projects that City staff will inspect and administer. Capital projects that do not meet this criterion are not included.

## COMPENSATION - BENEFITS - STAFFING

### **Compensation**

The FY 2018 proposed budget includes improving the entire salary chart by the 1.5% consumer price index increase for the May, 2016 to May, 2017 time frame used each year and then "stepping" all employees through the chart.

### **Health Insurance**

Health insurance benefits costs are budgeted to increase by 12% overall. At this writing final quotes have not yet been received back from BCBS for next year.

### **LAGERS**

For many years, the city has participated in the Local Area Government Employee Retirement System (LAGERS). Last year, the city enhanced the employees LAGERS benefit by changing from Plan 7 to Plan 6 which increased the "formula percentage" from 1.5% to 2.0%.

### **Municipal Court Clerk**

The new requirements and duties associated with implementation of the SB5 legislation and subsequent Supreme Court rules will require local municipal courts to increase FTE's in this department. This proposed budget continues the expense associated with the FY2017 action of the Council to increase the Municipal Court Clerk position from part time to full time at a expense increase in FY 2018 of \$31,564.

### **Maintenance Worker I**

For many years, the Public Works department has had a static full-time employee number. Increased infrastructure associated with development, taking on new utility locates, and an increased level of service expectation lead to the need for more manpower in this area. This proposed budget includes one additional Public Works FTE to serve 30% in the General Fund (Streets/Stormwater) and 70% in the Enterprise Fund (Water/Sewer) at a total expense increase of \$54,711.

### Office Assistant

The FY 2018 budget includes funding for a full time Office Assistant to serve as a receptionist/greeter and to do clerical duties for the City Manager. The expense increase for this individual is \$35,274.

## DEPARTMENTAL NOTES

Departmental items of particular note are as follows:

- **Administration:** The FY 2018 budget for this department is proposed to drop from the FY 2017 budget by 22.42% to \$990,442. This is due to the establishment of a Communications Department rather than having a Communications Division within the Administration Department. This decrease also reflects not rehiring an Assistant City Manager.
- **Community Development:** The FY 2018 Budget is proposed to increase from the FY2017 Budget amount by \$25,689 to \$692,163. This increase is primarily associated with the MARC Aerial Photography program, new GIS Software subscriptions, and minor personnel costs.
- **Streets:** The FY2018 Budget is proposed to increase from the original FY 2017 budget by \$21,612 to \$885,270. This increase represents this department's portion of the new proposed Maintenance Worker 1 position. In the General Fund this position is also being paid for out of the Stormwater Department.
- **Finance:** The FY 2018 Budget is proposed to increase from the FY 2017 by \$38,290 to \$631,920. This increase is primarily attributable to an increase in credit card user fees.

- **Communications:** FY 2018 represents the first full year for the new Communications Department which was formerly the Communications Division of the Administration Department. The Budget for FY 2018 is \$297,768, which is almost the exact amount that the Administration Department was decreased by.

- **Prosecuting Attorney:** FY 2018 represents the first full year for the new Prosecuting Attorneys Department which was mandated by Senate Bill 5. Supreme Court Rules associated with this legislation require that the costs associated with this work be separated from the Court Department. The Budget for FY 2018 is \$20,140.

The FY 2018 Departmental Budgets for Information Technology, Economic Development, Engineering, Stormwater, Buildings and Grounds, Municipal Court, Police and Emergency Management all reflect minor changes, have decreasing budgets, or remain essentially the same as the FY 2017 Budgets.

**Transfers from General Fund to Park Fund:** This budget includes maintaining the transfer from the General Fund to the Park Fund to help support those operational activities in the amount of \$100,000.

**Expansion Items Included:** A summary of General Fund expansion items included in the FY 2018 budget is as follows:

Municipal Court Clerk - Full Time	\$31,564
Maintenance Worker I	\$16,368
Office Assistant - Full Time	\$35,274
ArcGIS Online Licensing	\$3,100
<b>Total</b>	<b>\$86,306</b>

## Expansion Items Not Included in City Manager's General Fund Proposed Budget:

Netscout Wifi Tester Device	\$2,500
Network Transmission Cable Tester	\$2,408
In-Line Network Troubleshooter Tool	\$3,651
Virtru Encryption Google Email	\$4,500
Ipad with Keyboard	\$800
New Workstations	\$4,200
Dev Priming Init. Phase I	\$25,000
Utility Locate Vehicle	\$25,000
Public Works Institute (St, SM)	\$2,400
APWA local conference contribution (St, SM)	\$1,250
Tyler CMS, MS SQL, ITI Scanning	\$13,750
Professional training - Director	\$3,300
Professional training - Director	\$1,530
<b>Total</b>	<b>\$90,289</b>

### FY 2018 Ending Fund Balance – Operations:

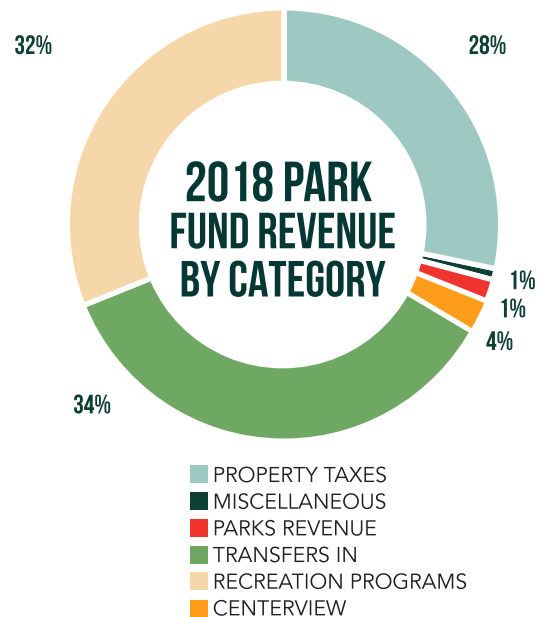
After all the foregoing, and after reserving an amount equivalent to 20% of operating expenditures (\$1,927,799), as is the City's policy, a net unrestricted (available) fund balance of \$1,293,443 is projected at the end of FY 2018. This amount is available for additional use should the Council wish.

## PARK FUND

The Park Board has submitted a balanced operating budget as expenditures do not exceed revenues projected for the year and available fund balance to start the year, which, as every year, the City Manager forwards to the Council unchanged.

### Revenues

Main sources of funding for the Park Fund are as follows:

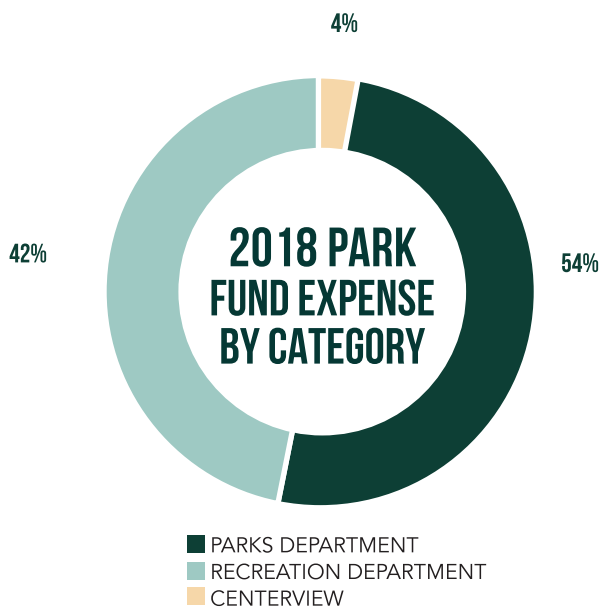


- Park Levy:** The Park Levy for the next year is \$0.1206 per one hundred dollars of assessed valuation. Of every dollar of property tax paid by Raymore residents and businesses that comes to the City, 9.38 cents (\$0.0938) goes for funding of the City's Parks & Recreation program. It is currently projected that this levy will generate \$376,201 in FY 2018, or approximately 28% of the total revenue.
- Program Revenue:** Revenues derived from resident participation in programs and in rentals of facilities offered by the Department and associated concessions are conservatively budgeted to account for approximately 37% of all revenue into the Park Fund. In FY 2018, a total of \$495,980 is budgeted. This amount is considerably higher than previous years as the facility rental and program revenue associated with Centerview are realized.
- Park Sales Tax Fund Transfer:** In addition to the Park Levy, proceeds from part of the City's 2.5-cent sales tax go the Parks Sales Tax Fund. An amount necessary to balance the Parks & Recreation budget is then transferred to the Park Fund. The department is not able to fund its operations entirely from the Property Tax Levy. In FY 2018 it is budgeted to transfer \$350,000 from the Park Sales Tax Fund to the Park Fund. This transfer represents



a decrease of \$25,000 from FY 2017 when the amount was increased to help support increased expenses associated with the recreation programs that are now budgeted to pay for themselves.

- **Transfer from General Fund – General Assistance:** As noted above in the discussion of Transfers from the General Fund, it is budgeted in FY 2018 to maintain the transfer to the Park Fund in the amount of \$100,000.



• **Expenditures**

Parks and Recreation Expenditures are budgeted to increase from the FY2017 budget amount by \$50,295. This is entirely due to the expenses associated with Centerview coming on line.

**Centerview**

As discussed in both the revenue and expenditure sections above, the FY 2018 budget includes a full year of both revenue and expenditure realizations from the operation of Centerview. Because no new personnel have been brought on due to this facility being on-line, there are no personnel costs associated with the building at this time. It is anticipated that once the building is being utilized at the rate expected in the future, it will be necessary to bring on additional personnel and those costs would be assigned to this facility and operation.

**Expansion Items**

No expansion items were requested for the FY 2018 budget.

**ENTERPRISE FUND  
(WATER, SEWER AND SOLID WASTE)**

**Revenues**

- The Enterprise Fund is funded mainly by water and sewer sales and fees charged for solid waste collection. FY 2018 revenues are projected to come in higher than FY 2017 as staff continues to refine the cost of service model to accurately reflect revenues in each division (water and sewer) to only cover expenses associated with providing this utility.
- FY 2018 water and sewer use charges reflect a decrease in water rates of \$0.54 and an increase in sewer rates of the same amount to, as stated above, more closely align cost of service in each division with rates being charged.

**Expenditures**

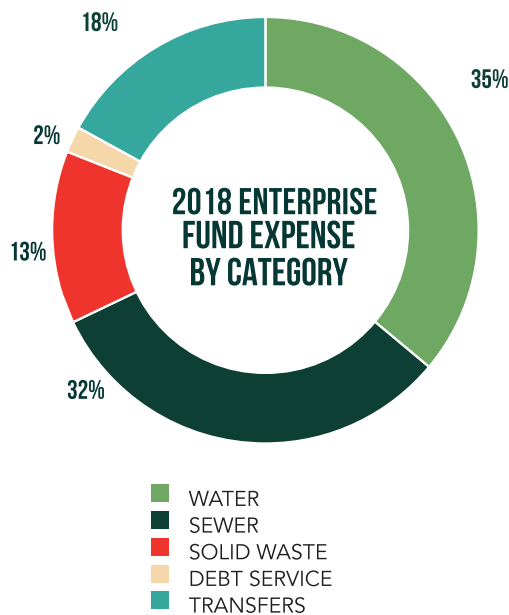
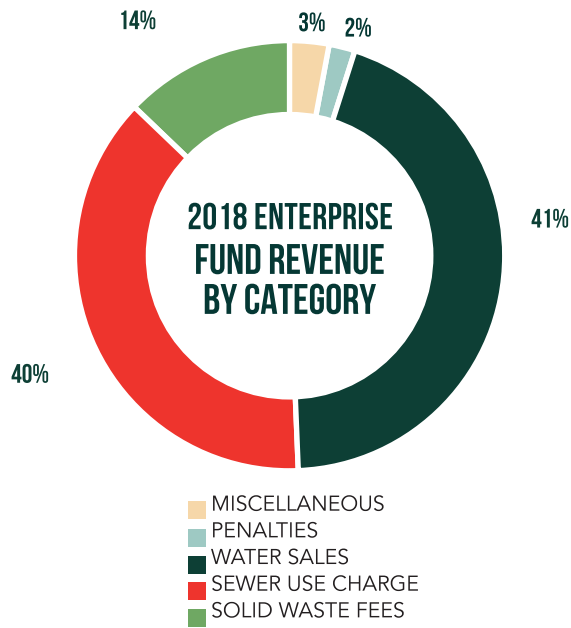
**Water:**

- The City’s ongoing conversion of its meters from touch-wand to radio-read continues, but utilizing a new Sensus meter and now being supplemented in the Capital Budget. Approximately 300 will be converted out of this fund in FY 2018, at a budgeted amount of \$88,200.
- The cost to purchase water from Kansas City Water Services (KCWS) is included in this budget. The budgeted amount for this purchase in FY 2018 is \$1,884,000.

**Sewer:**

- The cost of treatment of sewer by the Little Blue Valley Sewer District is included in this budget. The City’s rate will increase by 6% next year, resulting in an increase in FY 2018 to \$1,129,624.
- The cost of treatment of sewer by the Middle Big Creek Sewer will remain at \$32.50 per connection per month for a total cost of \$684,840 in FY 2018, with a few additional connections anticipated in the service area.





**Transfers Out:**

1. The Enterprise Fund makes an annual payment to the General Fund for services provided by General Fund operations for the benefit of the Utility. The payment is made according to a formula for the calculation of the cost of services provided, as outlined in the "Transfers from Enterprise Fund to Other Funds" chapter in the Enterprise Fund. The calculated transfer amount for FY 2018 is \$810,118.
2. The Enterprise Capital Maintenance Fund was established in FY 2010. The Fund receives a transfer from the Enterprise Fund to reserve funds to pay for major capital projects that are related to serving existing ratepayers (as opposed to projects related to growth, which are funded from the Water Connection Fee Fund or the Sewer Connection Fee Fund). In FY 2018 the amount for this transfer is \$540,099.

Expansion Items: The Enterprise Fund expansion items included in the FY 2018 budget are as follows:

Maintenance Worker I	\$37,982
Hydrant Meters	\$ 7,500

**Solid Waste:**

- Revenues and expenditures for solid waste service are shown in the Enterprise Fund. Households being picked up are charged only what the city is charged to have this service provided. It is a pure cost of service program. Beginning in January, 2018, the cost for this service will be \$12.41 per household per month for unlimited solid waste, recycling, and March through December yard waste pickup.

## DEBT SERVICE FUND

The Debt Service Fund accounts for debt service on all debt issuances the City has made for capital improvements that are still outstanding.

The FY 2018 total debt service payment is scheduled to be \$2,094,095 with 5 issues outstanding. The total debt of the city is currently \$24,390,000.

## INTERNAL SERVICES FUNDS

The Vehicle and Equipment Replacement Fund (VERP) is a sinking fund for the replacement of existing equipment. A number of vehicles are being purchased from this fund in FY 2018. The most significant purchases involve replacement of large trucks in the Streets and Water and Sewer Departments.

The Restricted Revenue Fund (04) was created in the FY 2010 Budget. It is used to account for and restrict funds that the City receives or that the Council allocates for a specific operating purpose, but which might not be spent in that budget year. The funds are deposited directly into the fund using a dedicated revenue account for each source, and expended or transferred from that specific account.

During the FY 2014 budget process, the City Council reserved \$483,000 from the General Fund Balance into this fund for future costs associated with the pavement management for fiscal years 2018-2019 to be transferred as follows: 2018 - \$150,000; 2019 - \$33,000.

## CAPITAL BUDGET

The FY 2018 Capital Budget and 2018 – 2022 Capital Improvements Program (CIP) are included in a separate document. The first year of the five-year CIP is incorporated into the annual budget as the Capital Budget. A separate transmittal letter is submitted summarizing the FY 2018 Capital Budget and five-year CIP.





City of  
**RAYMORE,  
MISSOURI**

100 Municipal Circle • Raymore, Mo.  
(816) 331-0488 • [www.raymore.com](http://www.raymore.com)

**Oct. 23, 2017**

**The Honorable Kristofer Turnbow and  
Members of the Raymore City Council**

**Dear Mayor Turnbow and Members of Council:**

During City Council deliberation of the City's Manager's Proposed FY 2018 Budget, the following changes were introduced and approved as part of the final FY 2018 Operating Budget:

**General Fund available fund balance transfers**

- To Restricted Revenue Fund to reserve funding for Development Priming Initiative Phase I. **\$25,000**
- The Capital Improvement Sales Tax Fund to reserve funding for GO Project Support. **\$600,000**
- The Restricted Revenue Fund to reserve funding for Annexation Efforts. **\$75,000**
- To Transportation Sales Tax Fund for expansion of the Crosswalk Project. **\$62,220**
- To Parks Sales Tax Fund for funding the Parks Maintenance Facility Improvements. **\$20,000**

**General Fund revenue adjustment**

- Property Tax revenue decrease to set aside funds for a property tax refund program. **\$10,000**

### **General Fund expenditure increases**

- Administration Department expense increase for an Ipad with a keyboard. **\$800**
- Administration Department expense increase for new workstations. **\$4,200**
- Street Department expense increase for a utility locate vehicle. **\$25,000**
- Street Department expense increase for Public Works Institution. **\$2,400**
- Street Department expense increase for APWA local conference. **\$1,250**
- Municipal Court Department expense increase for software upgrades. **\$13,750**
- Finance Department expense increase for professional training. **\$4,650**
- Communications Department expense increase for new signage. **\$20,000**
- Police Department expense increase for 4 additional patrol bicycles. **\$10,000**
- Community Development Department expense increase for department furniture and finishing. **\$15,000**
- Police Department expense increase for patrol vehicle cargo boxes. **\$20,000**
- Police Department expense increase for a drone program. **\$30,000**
- Administration Department expense increase for an employee appreciation dinner. **\$8,500**

**Respectfully Submitted,**

A handwritten signature in black ink, appearing to read "Jim Feuerborn". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

**Jim Feuerborn, City Manager**

# Combined Operating Expenditures by Fund

**General Fund:**

Administration	1,003,942
Information Technology	473,750
Economic Development	224,235
Community Development	707,163
Engineering	419,021
Streets	913,920
Stormwater	289,053
Building & Grounds	311,021
Municipal Court	171,047
Finance	636,570
Communications	317,768
Prosecuting Attorney	20,140
Police	4,177,333
Emergency Management	129,581
Transfer Out	882,220
<b>Total General Fund</b>	<b>10,676,764</b>

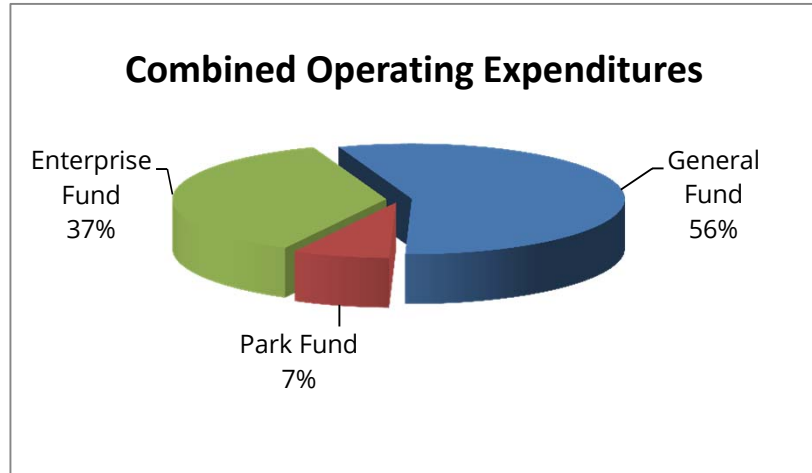
**Parks and Recreation Fund:**

Parks	760,062
Recreation	581,732
Centerview	54,405
<b>Total Parks and Recreation Fund</b>	<b>1,396,199</b>

**Enterprise Fund**

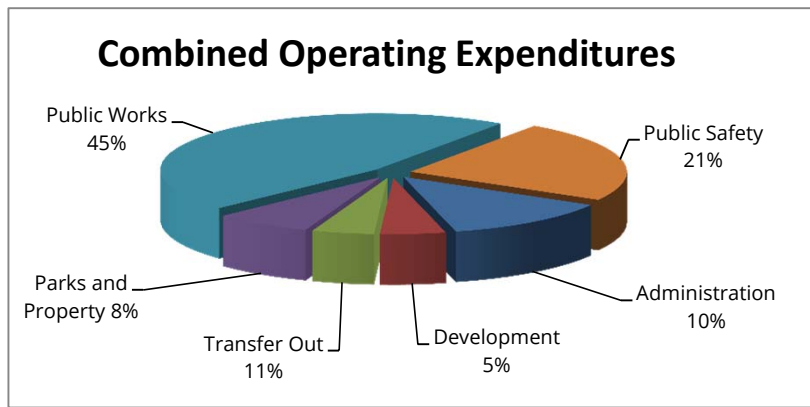
Water	2,844,645
Sewer	2,525,888
Debt Service	156,213
Transfer Out	1,448,507
<b>Total Enterprise Fund</b>	<b>6,975,253</b>

**Total Combined Operating Expenditures                    \$                    19,048,216**



# Combined Operating Expenditures by Service

<b>Administration</b>	
Administration	1,003,942
Information Technology	473,750
Finance	636,570
Communications	317,768
<b>Total Administration</b>	<b>2,432,030</b>
<b>Development</b>	
Economic Development	224,235
Community Development	707,163
<b>Total Development</b>	<b>931,398</b>
<b>Transfer Out</b>	
Transfer Out	882,220
<b>Total Transfer Out</b>	<b>882,220</b>
<b>Parks and Property</b>	
Parks and Recreation	1,396,199
<b>Total Parks and Property</b>	<b>1,396,199</b>
<b>Public Works</b>	
Engineering	419,021
Streets	913,920
Stormwater	289,053
Building & Grounds	311,021
Water & Sewer	6,975,253
<b>Total Public Works</b>	<b>8,908,268</b>
<b>Public Safety</b>	
Police	4,177,333
Emergency Management	129,581
Municipal Court	171,047
Prosecuting Attorney	20,140
<b>Total Public Safety</b>	<b>4,498,101</b>
 <b>Total Combined Operating Expenditures</b>	 <b>\$ 19,048,216</b>





**General Fund (01)**

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Council Adopted	2018-19 Forecast	2019-20 Forecast
<b>Fund Balance</b>								
Beginning of Year	3,584,162	3,537,319	2,778,018	3,159,111	3,159,111	3,214,754	2,273,466	2,308,333
<b>Revenue</b>								
Property Taxes	1,269,874	1,304,217	1,344,506	1,344,506	1,351,446	1,417,823	1,528,936	1,648,757
Franchise Taxes	2,331,584	2,199,361	2,278,636	2,278,636	2,215,313	2,251,722	2,192,147	2,134,147
Sales Taxes	3,213,216	3,301,261	3,299,659	3,299,659	3,339,615	3,365,620	3,590,064	3,829,477
Fees & Permits	330,224	388,718	212,109	212,109	366,048	357,112	439,653	357,112
Licenses	125,228	132,117	133,014	133,014	142,552	142,680	159,792	142,680
Municipal Court	403,366	422,079	438,030	438,030	374,597	381,957	267,874	187,866
Miscellaneous	355,228	391,987	377,999	377,999	364,596	353,455	380,127	408,812
Other Sources & (Uses)								
Transfer from Restricted Revenue Fund		30,000	14,000	14,000	14,000		-	-
Transfer from Transportation Fund	320,000	320,000	320,000	320,000	320,000	320,000	320,000	320,000
Transfer from Stormwater S.T.	230,425	258,115	253,064	253,064	253,064	285,209	349,631	428,604
Transfer from Enterprise Fund	727,606	756,464	771,540	771,540	771,540	810,118	943,188	1,098,115
Transfer from Fund 53 (s/b Cap)							-	-
Transfer from Capital Funds	-	17,000	98,100	98,100	68,773	49,780	49,780	49,780
One-Time revenues								
<b>Total Revenue</b>	<b>9,306,751</b>	<b>9,521,319</b>	<b>9,540,657</b>	<b>9,540,657</b>	<b>9,581,544</b>	<b>9,735,476</b>	<b>10,221,193</b>	<b>10,605,350</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>12,890,913</b>	<b>13,058,638</b>	<b>12,318,675</b>	<b>12,699,768</b>	<b>12,740,655</b>	<b>12,950,230</b>	<b>12,494,659</b>	<b>12,913,684</b>
<b>Expenditures</b>								
Administration	953,202	1,185,116	1,276,609	1,076,719	1,003,751	1,003,942	1,044,100	1,085,864
Information Technology	403,255	437,337	477,777	477,777	469,832	473,750	492,700	512,408
Economic Development	210,921	163,940	216,857	216,857	195,130	224,235	233,204	242,533
Community Development	534,391	530,975	666,474	666,474	607,816	707,163	735,450	750,159
Engineering	393,022	381,304	408,955	408,955	395,577	419,021	435,782	453,213
Streets	1,054,660	1,019,806	863,658	888,658	885,497	913,920	950,477	988,496
Stormwater	282,274	273,391	298,684	318,684	315,160	289,053	300,615	312,640
Building & Grounds	251,047	254,774	303,716	303,716	286,916	311,021	323,462	336,400
Municipal Court	157,034	166,322	177,363	157,813	154,785	171,047	177,889	185,004
Finance	533,882	564,458	593,630	593,630	583,852	636,570	662,033	688,514
Communications	-	-	-	199,890	193,541	317,768	330,479	343,698
Prosecuting Attorney	-	-	-	23,400	23,265	20,140	20,946	21,783
Police	3,429,120	3,435,356	3,961,633	3,961,633	3,750,095	4,177,333	4,344,426	4,518,203
Emergency Management	112,686	113,874	133,804	133,804	131,184	129,581	134,764	140,155
	8,315,495	8,526,654	9,379,160	9,428,010	8,996,401	9,794,544	10,186,326	10,579,070
Project Carryover								
Capital Projects Budgeted (CIP)								
Admin/Inspection								
Construction								
Design								
Land Acquisition								
Other	5,099	2,121						
Transfer Out to VERP - Police Vehicles								
Transfer Out to BERP Fund	-	40,000						
Transfer Out to Park Fund	100,000	125,000	100,000	100,000	100,000	100,000	100,000	100,000
Transfer Out to Transportation Fund	150,000	418,000				62,220		
Transfer Out to Park Sales Tax Fund		194,000	118,000	118,000	118,000	20,000		
Transfer Out to Stormwater Sales Tax Fund		57,000						
Transfer Out to Capital Improvement Fund		536,752	301,500	301,500	301,500	600,000		
Transfer Out to Ent. Cap. Maint. Fund								
Transfer Out to Restricted Revenue Fund	783,000		10,000	10,000	10,000	100,000		
	1,038,099	1,372,873	529,500	529,500	529,500	882,220	100,000	100,000
<b>Total Expenditures</b>	<b>9,353,594</b>	<b>9,899,527</b>	<b>9,908,660</b>	<b>9,957,510</b>	<b>9,525,901</b>	<b>10,676,764</b>	<b>10,186,326</b>	<b>10,579,070</b>
<i>Net Revenue over/under</i>	<i>(46,843)</i>	<i>(378,208)</i>	<i>(368,003)</i>	<i>(416,853)</i>	<i>55,643</i>	<i>(941,288)</i>	<i>34,867</i>	<i>26,280</i>
<b>Fund Balance (Gross)</b>	<b>3,537,319</b>	<b>3,159,111</b>	<b>2,410,015</b>	<b>2,742,258</b>	<b>3,214,754</b>	<b>2,273,466</b>	<b>2,308,333</b>	<b>2,334,614</b>
<i>Less: Restricted Balances</i>								
<i>Less: Reserve Balance 20% of Exp</i>	<i>(1,663,099)</i>	<i>(1,705,331)</i>	<i>(1,875,832)</i>	<i>(1,885,602)</i>	<i>(1,799,280)</i>	<i>(1,958,909)</i>	<i>(2,037,265)</i>	<i>(2,115,814)</i>
<b>Available Fund Balance-End of Year</b>	<b>1,874,220</b>	<b>1,453,780</b>	<b>534,183</b>	<b>856,656</b>	<b>1,415,474</b>	<b>314,557</b>	<b>271,068</b>	<b>218,800</b>

Note staff creates a zero balance budget each year. The forecast shown to the right were estimated using the past five years historical growth data as well as any new information utilized to create the FY18 budget. This practice has been utilized internally for the past 8 years.

# Real Estate Property Tax

<b>General Ledger Codes:</b>  01-00-4010-0000	<b><u>Legal Authority:</u></b> Municipal Charter: Article XI; Section 11.8 State Statute: Chapter 67.110 & 140 RSMo Missouri State Constitution: Article X
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## Revenue Description

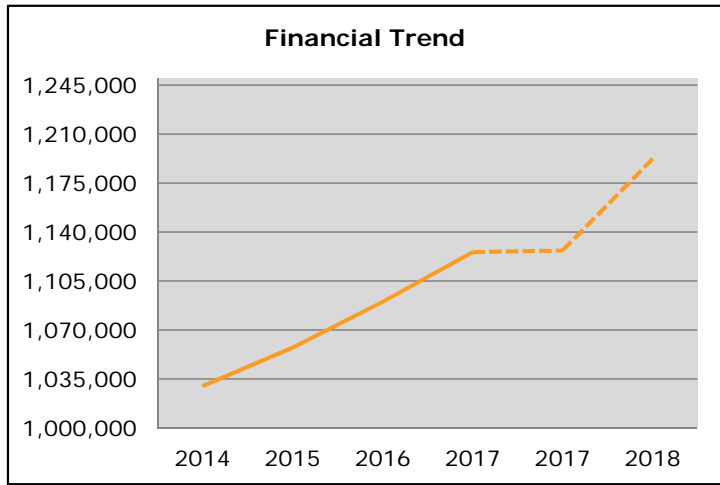
**Real Property Tax-** Assessed property values are determined by taking the market value of the property, as determined by the county assessor, and multiplying by the assessment ratio. Assessment ratios are commercial at 32%, residential at 19%, and agricultural at 12%. Tax is paid on each \$100 of assessed value.

Property tax rates are set by local governments through a vote of the people and within the limits set by the Missouri Constitution and statutes. They are based on the revenues permitted for the prior year with an allowance for growth based on the rate of inflation and new development. Cass County collects and distributes the property taxes for the City of Raymore.

The FY18 City General Operating levy is 0.4480; the Debt Service levy is 0.7170 and the Parks levy is 0.1206 with real estate assessed valuation at \$271,129,187 compared to \$247,157,220 last year. The collection rate is estimated at 99%.

During the Approval of the Budget the City Council amended the budget to include setting aside \$10,000 to discuss and create a Property Tax Refund for citizens over 65, leaving in their home for at least 25 years, earning less than \$40,000 annually and having a property value less than \$200,000.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	892,692	11.68%
2009 Actual	959,962	7.54%
2010 Actual	985,240	2.63%
2011 Actual	1,018,838	3.41%
2012 Actual	1,022,402	0.35%
2013 Actual	1,049,059	2.61%
2014 Actual	1,029,637	-1.85%
2015 Actual	1,057,119	2.67%
2016 Actual	1,090,194	3.13%
2017 Budget	1,125,569	3.24%
2017 Projected	1,126,636	0.09%
2018 Estimated	1,192,512	6.73%



# Personal Property Tax

<p><b>General Ledger Codes:</b></p> <p style="margin-left: 20px;">01-00-4020-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Charter: Article XI; Section 11.8  State Statute: Chapter 67.110 &amp; 140 RSMo  Missouri State Constitution: Article X</p>
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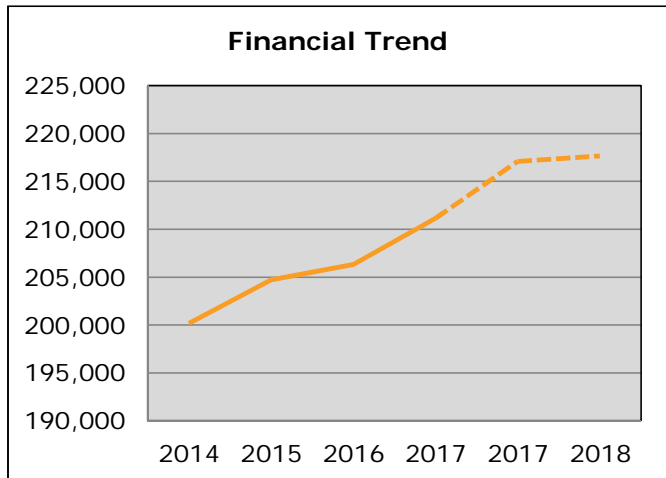
## Revenue Description

**Personal Property Tax** - assessed valuation is equal to 33% of market value set by the State Tax Commission. Tax is paid on each \$100 of assessed value.

Property tax rates are set by local governments through a vote of the people within the limits set by the Missouri Constitution and statutes. They are based on the revenues permitted for the prior year with an allowance for growth based on the rate of inflation and new development. Tax amounts are determined using market value of the property, as determined using a formula from the State Tax Commission and applied by the County Assessor, multiplied by the assessment ratio. Cass County collects and distributes the property taxes for the City of Raymore.

The FY18 City General Operating levy is 0.4480; the Debt Service levy is 0.7170 and the Parks levy is 0.1206 with personal property assessed valuation at \$45,786,092 compared to \$43,245,606 last year. The collection rate is estimated at 98%.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	170,534	4.04%
2009 Actual	180,031	5.57%
2010 Actual	171,219	-4.89%
2011 Actual	168,032	-1.86%
2012 Actual	181,300	7.90%
2013 Actual	194,583	7.33%
2014 Actual	200,155	2.86%
2015 Actual	204,725	2.28%
2016 Actual	206,314	0.78%
2017 Budget	211,137	2.34%
2017 Projected	217,091	2.82%
2018 Estimated	217,640	0.25%



# Penalties

<p><b>General Ledger Codes:</b></p> <p>01-00-4030-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Charter: Article XI; Section 11.8  State Statute: Chapter 67.110 &amp; 140 RSMo  Missouri State Constitution: Article X</p>
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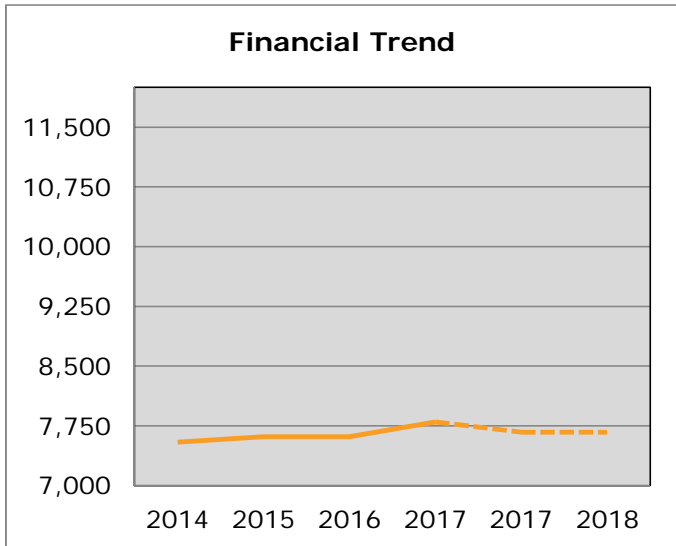
## Revenue Description

**Penalties-** are accrued beginning January 1 following the December 31 due date for yearly property tax billings. The delinquent property tax accrues interest at the rate of 2% per month compounded.

Property tax rates are set by local governments through the vote of the people within the limits set by the Missouri Constitution and statutes. They are based on the revenues permitted for the prior year with an allowance for growth based on the rate of inflation and new development. Tax amounts are determined using market value of the property, applied by the County Assessor, multiplied by the assessment ratio. Cass County collects and distributes the property taxes for the City of Raymore.

The FY18 revenue is estimated based on historical data trends.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	9,301	-12.29%
2009 Actual	11,627	25.00%
2010 Actual	10,732	-7.70%
2011 Actual	10,418	-2.93%
2012 Actual	9,906	-4.91%
2013 Actual	11,463	15.72%
2014 Actual	7,546	-34.18%
2015 Actual	7,612	0.88%
2016 Actual	7,614	0.03%
2017 Budget	7,800	2.44%
2017 Projected	7,671	-1.65%
2018 Estimated	7,671	0.00%



# Land-Line Telecom Franchise Tax

<p><b>General Ledger Codes:</b></p> <p>01-00-4060-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Charter: Article XII  Municipal Code: Section 640.010  Municipal Code: Section 640.030  State Statute: 67.2675-2714  Missouri State Constitution: Article X</p>
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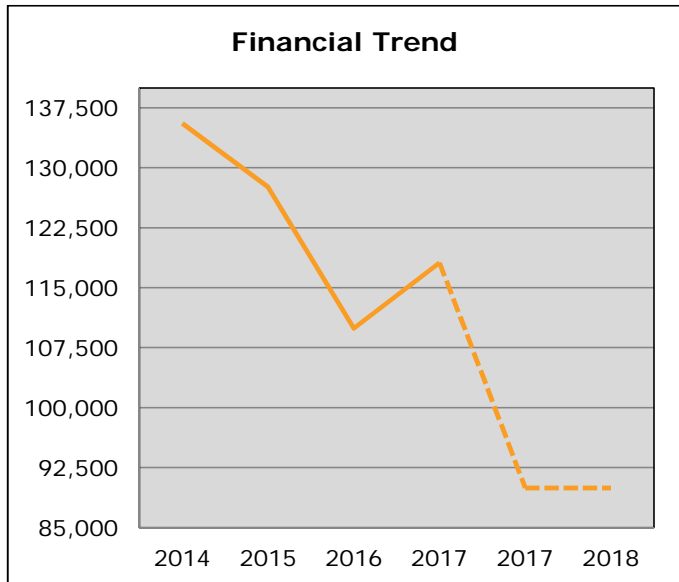
## Revenue Description

Each company or corporation engaged in the business of supplying public, non-municipal telephone services to the citizens pays an annual franchise tax of seven percent (7%) of the gross receipts collected from the sale of public utility services within the city limits.

Land-line and wireless telecommunications are split into separate accounts for budget reporting purposes.

Staff is conservatively projecting FY17 revenue based on current receipts and analysis of the last three years. Staff estimates FY18 revenues to remain the same as FY17 projections. The revenue in this line item is expected to decline over the years as customers discontinue land line service.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	151,561	-1.02%
2009 Actual	386,080	154.74%
2010 Actual	162,820	-57.83%
2011 Actual	162,589	-0.14%
2012 Actual	148,509	-8.66%
2013 Actual	140,004	-5.73%
2014 Actual	135,524	-3.20%
2015 Actual	127,575	-5.86%
2016 Actual	109,926	-13.83%
2017 Budget	118,128	7.46%
2017 Projected	89,932	-23.87%
2018 Estimated	89,932	0.00%



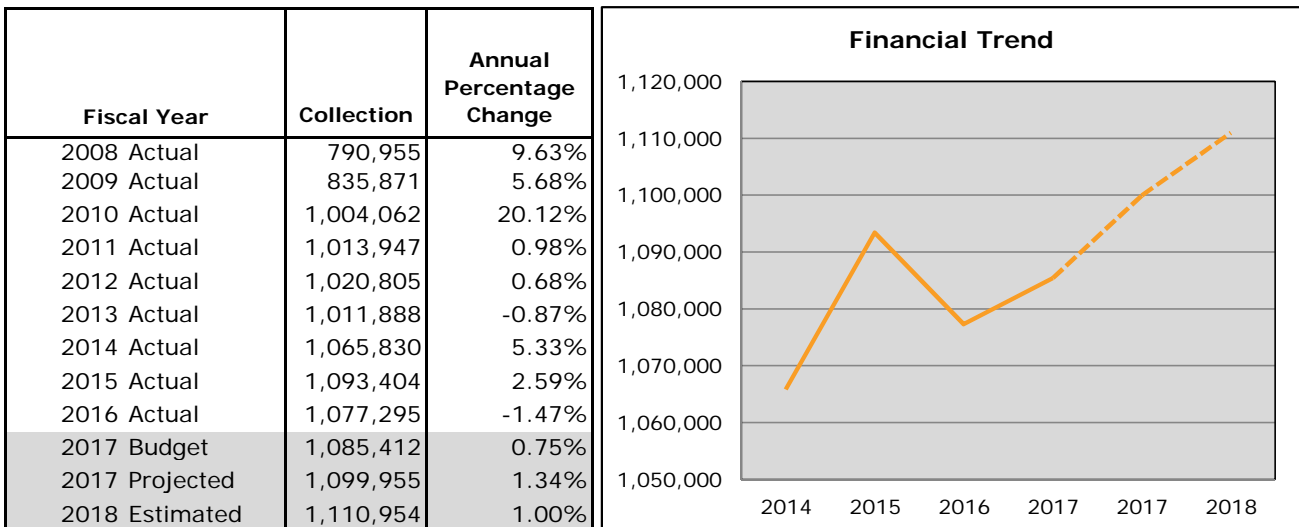
# KCP&L Franchise Tax

<p><b>General Ledger Codes:</b></p> <p>01-00-4065-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Charter: Article XII  Municipal Code: Section 640.010  State Statute: 393.297  Missouri State Constitution: Article X</p>
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## Revenue Description

**KCP&L Electric** - Each company or corporation engaged in the business of supplying public, non-municipal electric services to the citizens pays an annual franchise tax of seven percent (7%) of the gross receipts collected from the sale of public utility services within the city limits. This revenue source is dependent on weather conditions resulting in variances that are sometimes material.

Staff is estimating FY18 revenue based on the addition of 175 new residences.





# Osage Valley Elec Franchise

<p><b>General Ledger Codes:</b></p> <p>01-00-4070-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Charter: Article XII  Municipal Code: Section 640.010  State Statute: 393.297  Missouri State Constitution: Article X</p>
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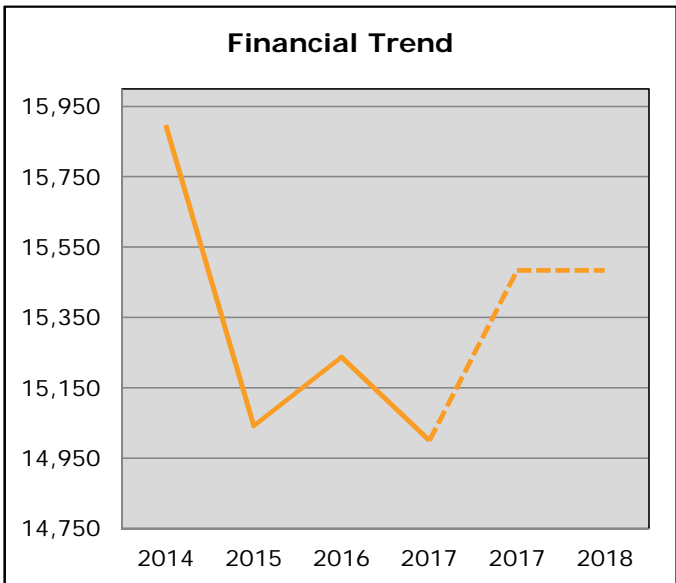
## Revenue Description

**Osage Valley Electric** - Each company or corporation engaged in the business of supplying public, non-municipal electric services to the citizens pays an annual franchise tax of seven percent (7%) of the gross receipts collected from the sale of public utility services within the city limits. This revenue source is dependent on weather conditions resulting in variances that are sometimes material.

Osage Valley Electric serves the southern portions of the city limits bordering the county areas. Any land annexed further south will be served by this utility.

Because Osage Valley Electric revenues will only increase due to rate increases, annexation of additional property, and actual building taking place on same, proposed FY18 revenue is conservatively estimated based on the past five years.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	13,117	5.96%
2009 Actual	15,154	15.53%
2010 Actual	14,871	-1.87%
2011 Actual	14,368	-3.38%
2012 Actual	13,989	-2.64%
2013 Actual	15,017	7.35%
2014 Actual	15,897	5.86%
2015 Actual	15,042	-5.38%
2016 Actual	15,237	1.30%
2017 Budget	15,000	-1.56%
2017 Projected	15,484	3.23%
2018 Estimated	15,484	0.00%



# Mo Gas Energy Franchise Tax

**General Ledger Codes:**

01-00-4075-0000

**Legal Authority:**

Municipal Charter: Article XII

Municipal Code: Section 640.010

State Statute: 393.297

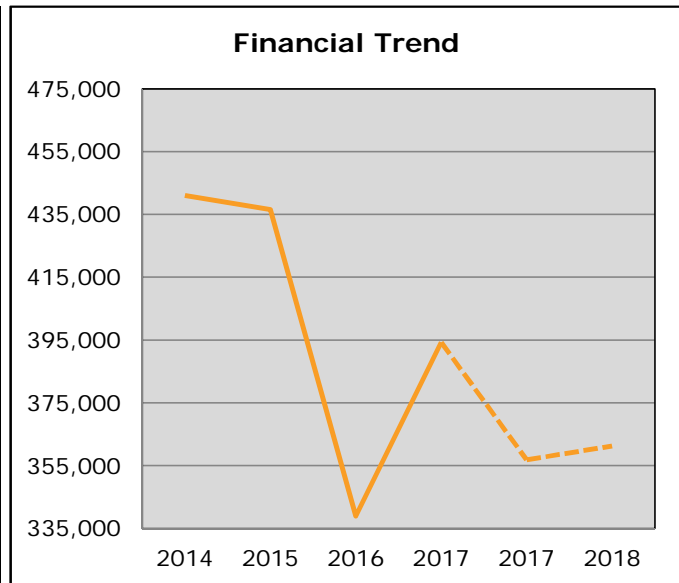
Missouri State Constitution: Article X

**Revenue Description**

**Missouri Gas Energy** - Each company or corporation engaged in the business of supplying public, non-municipal natural gas services to the citizens pays an annual franchise tax of seven percent (7%) of the gross receipts collected from the sale of public utility services within the city limits. This revenue source is dependent on weather conditions resulting in variances that are sometimes material.

Staff is estimating FY18 revenue using the past five-year average.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	494,357	14.04%
2009 Actual	491,509	-0.58%
2010 Actual	428,413	-12.84%
2011 Actual	476,527	11.23%
2012 Actual	345,571	-27.48%
2013 Actual	400,566	15.91%
2014 Actual	441,005	10.10%
2015 Actual	436,592	-1.00%
2016 Actual	338,932	-22.37%
2017 Budget	394,279	16.33%
2017 Projected	356,861	-9.49%
2018 Estimated	361,271	1.24%



# Internet Cable / Video Franchise Tax

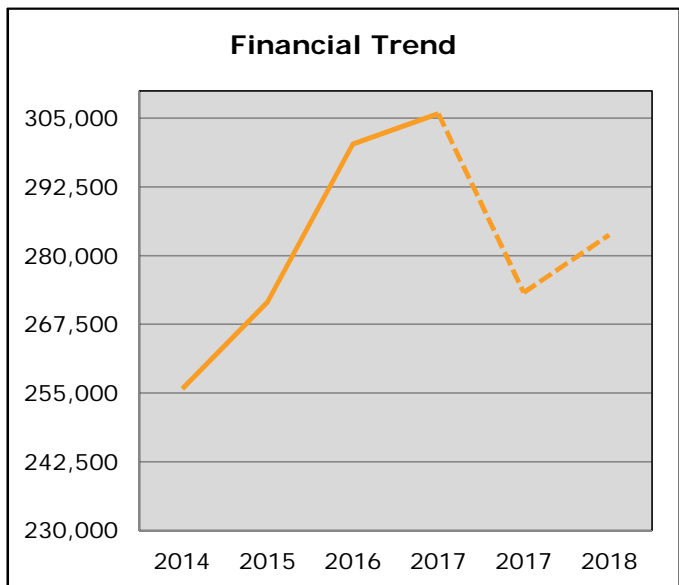
<p><b>General Ledger Codes:</b></p> <p>01-00-4080-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Charter: Article XII  Municipal Code: Section 640.010  State Statute: 67.2689  Missouri State Constitution: Article X</p>
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## Revenue Description

**Internet Cable / Video** - Each company or corporation engaged in the business of supplying public, non-municipal cable services to the citizens pays an annual franchise tax of five percent (5%) of the gross receipts collected from the sale of this public utility service within the city limits.

The increase in revenue is a combination of growth and increases in rates charged to customers. FY18 revenues are estimated using current rates and an additional 175 homes.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	170,174	17.75%
2009 Actual	155,615	-8.56%
2010 Actual	208,702	34.11%
2011 Actual	222,379	6.55%
2012 Actual	237,278	6.70%
2013 Actual	242,431	2.17%
2014 Actual	255,751	5.49%
2015 Actual	271,528	6.17%
2016 Actual	300,334	10.61%
2017 Budget	305,858	1.84%
2017 Projected	273,292	-10.65%
2018 Estimated	283,792	3.84%



# Wireless Telecom Franchise Tax

<p><b>General Ledger Codes:</b></p> <p>01-00-4090-0000</p>	<p><b>Legal Authority:</b></p> <p>Municipal Charter: Article XII  Municipal Code: Section 640.010  Municipal Code: Section 640.030  State Statute: 67.2675-2714  Missouri State Constitution: Article X</p>
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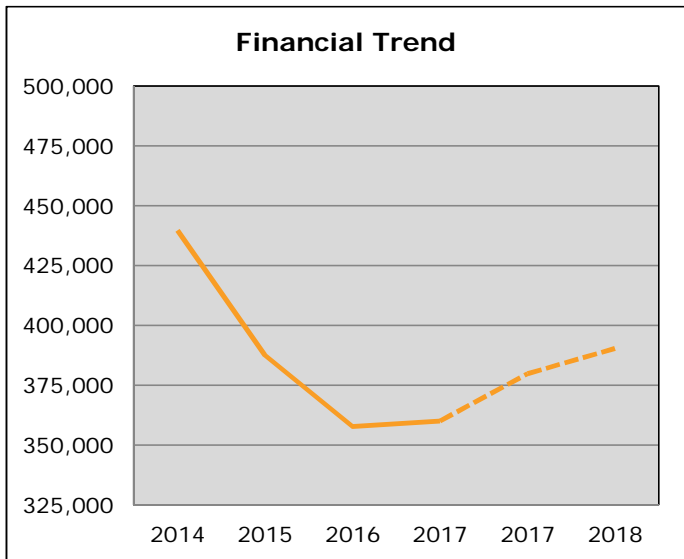
## Revenue Description

**Miscellaneous** - This revenue source reports franchise receipts from cellular telecommunications companies. Companies pay an annual franchise tax of seven percent (7%) of gross receipts collected.

In the recent past the spikes in revenue seen below can be attributed to various one-time settlements with the different wireless carriers. FY11 marked the end of the large settlements.

This revenue source has experienced decline over the past few years, due to the way the industry is offering coverage. This tax is only applicable to the cellular service and not the data service. Staff is projecting FY17 revenues based on current receipts and the percentage trend being observed. FY18 estimated revenues are based on the FY17 average monthly wireless telecom franchise tax receipts and an additional 175 homes.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	966,056	3764.38%
2009 Actual	375,644	-61.12%
2010 Actual	660,187	75.75%
2011 Actual	744,726	12.81%
2012 Actual	485,648	-34.79%
2013 Actual	466,806	-3.88%
2014 Actual	439,578	-5.83%
2015 Actual	387,443	-11.86%
2016 Actual	357,638	-7.69%
2017 Budget	359,959	0.65%
2017 Projected	379,789	5.51%
2018 Estimated	390,289	2.76%



# City Sales Tax

<p><b>General Ledger Codes:</b></p> <p>01-00-4100-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Code: Sections 145.010  State Statute: 94.500-94.550 RSMo  Missouri State Constitution: Article X</p>
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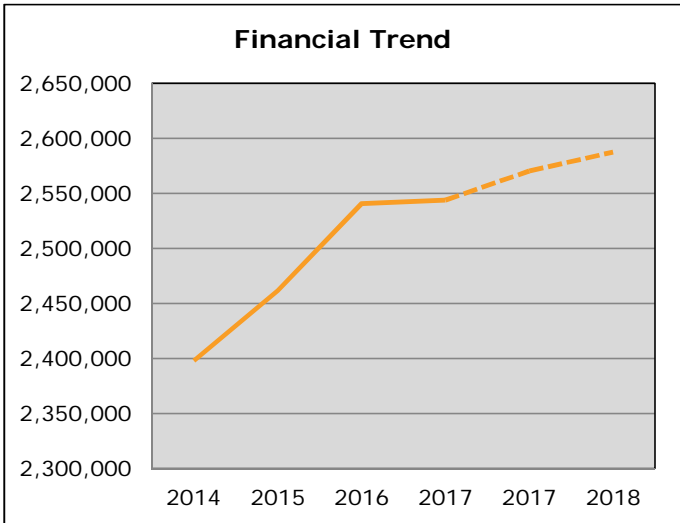
## Revenue Description

**City Sales Tax** – All cities except those located in St. Louis County are authorized to collect a general revenue sales tax. City voters approved a general sales tax of one percent (1%) on receipts from the sale at retail of tangible personal property or taxable services.

In 2012 the Missouri Supreme Court invalidated out-of-state sales tax collection on motor vehicles for any jurisdiction that had not adopted a use tax. Raymore does not currently have a use tax. In 2013 a statute was enacted that restored this source as a sales tax, at least temporarily. Cities were given until the deadline date of November, 2016 to put before the voters a measure to permanently adopt this sales tax. In 2016 the legislation was passed to extend this deadline to 2018. In August of 2016 Raymore voters allowed this sales tax to remain in place.

The FY17 projected revenues are based on current receipts and the opening of the Raymore Market Place at 58 Hwy and Dean Ave. The FY18 revenue is based on FY17 receipts and a full year of sales tax generated from the Market Center.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	1,879,529	11.66%
2009 Actual	1,894,740	0.81%
2010 Actual	1,918,665	1.26%
2011 Actual	1,965,337	2.43%
2012 Actual	1,966,631	0.07%
2013 Actual	2,002,242	1.81%
2014 Actual	2,398,121	19.77%
2015 Actual	2,461,621	2.65%
2016 Actual	2,540,608	3.21%
2017 Budget	2,543,869	0.13%
2017 Projected	2,570,393	1.04%
2018 Estimated	2,587,297	1.71%



# Gasoline Tax

<p><b>General Ledger Codes:</b> 01-00-4135-0000</p>	<p><b><u>Legal Authority:</u></b> Missouri State Constitution: Article IV; Section 30b</p>
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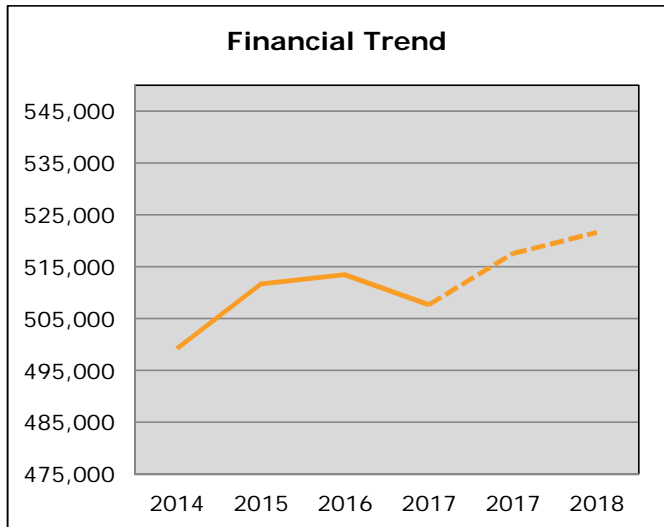
## Revenue Description

**Gasoline Tax** - All municipalities over 100 population share in 15 percent of the state highway fund, which includes revenues from the motor fuel tax. The state vehicle fuel tax (gasoline tax) is the local share of the state tax on motor vehicle fuel sold. Distribution is based on the population of the city as of the 2010 census count

Starting January 2012 the City recognized a significant increase in revenues received due to the adjustment associated with the 2010 census count.

The FY17 projected revenues as well as the FY18 estimated revenues are based on a two year historical trend.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	313,796	-3.94%
2009 Actual	309,039	-1.52%
2010 Actual	339,644	9.90%
2011 Actual	307,494	-9.47%
2012 Actual	485,613	57.93%
2013 Actual	483,900	-0.35%
2014 Actual	499,243	3.17%
2015 Actual	511,679	2.49%
2016 Actual	513,479	0.35%
2017 Budget	507,677	-1.13%
2017 Projected	517,513	1.94%
2018 Estimated	521,579	2.74%





# State Vehicle Sales Tax

<p><b>General Ledger Codes:</b> 01-00-4140-0000</p>	<p><b><u>Legal Authority:</u></b> Missouri State Constitution: Article IV; Section 30b</p>
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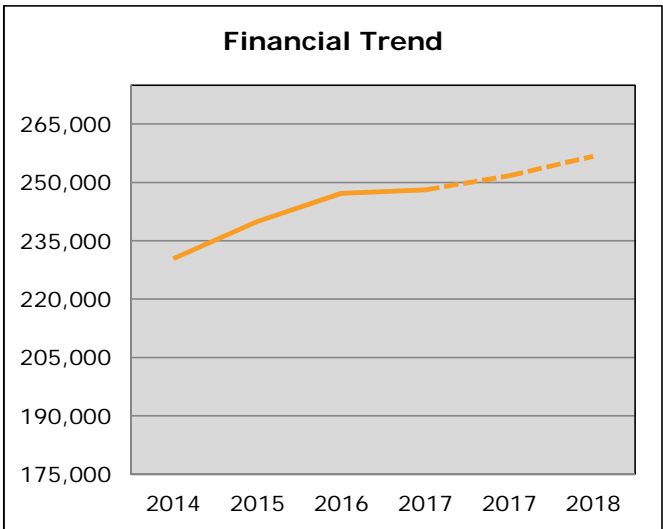
## Revenue Description

**State Vehicle Sales Tax** - All municipalities over 100 population share in 15 percent of the state highway fund that includes revenues from motor fuel tax, license and registration fees and one-half of the regular state sales tax on automobiles. The vehicle sales tax is based and allocated to the city in which the vehicle is titled.

Starting January 2012 the City recognized a significant increase in revenues received due to the adjustment associated with the 2010 census count.

The FY17 projected revenues are based on historical data adjusted to the 2010 census contribution. The FY18 revenue is conservatively estimated using a 2% increase over FY17 projections.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	119,404	-19.18%
2009 Actual	104,228	-12.71%
2010 Actual	105,101	0.84%
2011 Actual	114,900	9.32%
2012 Actual	194,382	69.18%
2013 Actual	206,143	6.05%
2014 Actual	230,377	11.76%
2015 Actual	239,915	4.14%
2016 Actual	247,175	3.03%
2017 Budget	248,113	0.38%
2017 Projected	251,709	1.45%
2018 Estimated	256,744	3.48%



# Miscellaneous Permits

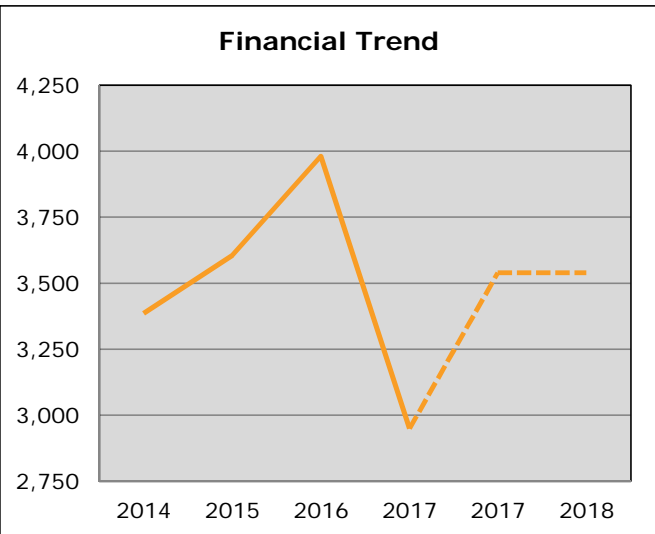
<p><b>General Ledger Codes:</b> 01-00-4155-0000</p>	<p><b>Legal Authority:</b> Municipal Charter: Section 12.3 Municipal Code: Section 500.080 Municipal Code: Section 215.030 Municipal Code: Section 610.010 State Statute: Chapter 89</p>
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## Revenue Description

**Miscellaneous Permits** - Firework permits, solicitor permits and sign permits are recorded in this revenue account. Projections for future revenues are based on most recent historical activity.

FY17 projected revenues are based on actual permits and FY18 estimated revenues are based on the expected fireworks and solicitor permits.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	1,750	40.00%
2009 Actual	2,250	28.57%
2010 Actual	1,250	-44.44%
2011 Actual	3,785	202.80%
2012 Actual	1,750	-53.76%
2013 Actual	2,855	63.14%
2014 Actual	3,385	18.56%
2015 Actual	3,605	6.50%
2016 Actual	3,980	10.40%
2017 Budget	2,950	-25.88%
2017 Projected	3,540	20.00%
2018 Estimated	3,540	0.00%



# Residential Building Permits & Plan Reviews

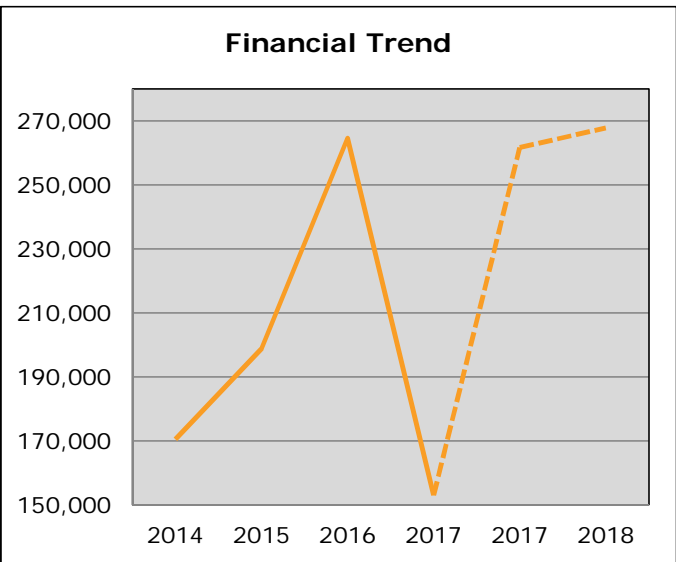
<p><b>General Ledger Codes:</b></p> <p>01-00-4160-0000</p>	<p><b><u>Legal Authority:</u></b>                  Municipal Code: Section 455                  Municipal Code: Section 500-545                  State Statute: Chapter 89</p>
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## Revenue Description

**Building Permits** - A building permit must be obtained from the City before work is initiated on any construction job. Building valuation is calculated based on the Building Valuation Data from the April issue of Building Standards Magazine. Presently the fee is four dollars (\$4.00) per one thousand dollars (\$1,000) of building valuation. The residential building valuation to which the \$4.00 fee is applied is calculated on living area multiplied by the per square foot cost to build the individual structure.

Staff projects FY17 revenues based on current receipts through mid-May as well as projected revenues from upcoming residential development. Revenues for FY18 are estimated based on 175 projected residential starts for the fiscal year with an average permit fee for these homes of \$1530.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	166,756	-38.77%
2009 Actual	75,397	-54.79%
2010 Actual	107,322	42.34%
2011 Actual	101,075	-5.82%
2012 Actual	126,249	24.91%
2013 Actual	146,384	15.95%
2014 Actual	170,478	16.46%
2015 Actual	198,798	16.61%
2016 Actual	264,555	33.08%
2017 Budget	153,000	-42.17%
2017 Projected	261,676	71.03%
2018 Estimated	267,750	2.32%



# Commercial Building Permits & Plan Reviews

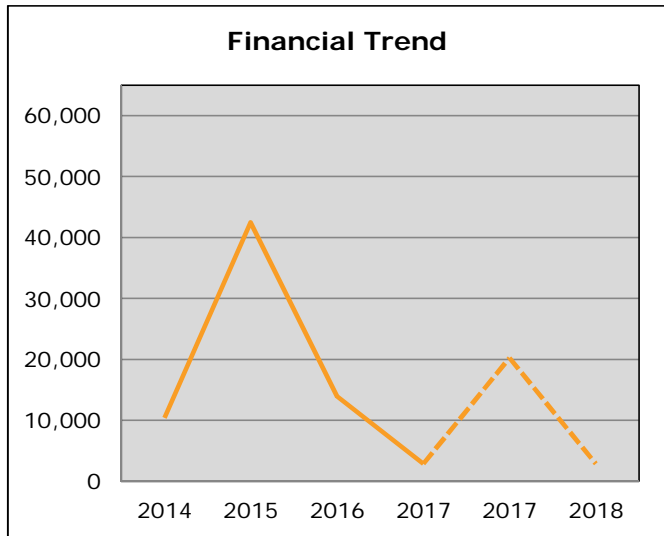
<p><b>General Ledger Codes:</b> 01-00-4161-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 455 Municipal Code: Section 500-545 State Statute: Chapter 89</p>
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## Revenue Description

**Building Permits** - A building permit must be obtained from the City before work is initiated on any building construction job. Building valuation is calculated based on the Building Valuation Data from the April issue of Building Standards Magazine. Presently the fee is four dollars (\$4.00) per one thousand dollars (\$1,000) of building valuation. Building valuation for all building types, other than residential, is calculated on the gross floor area multiplied by the per square foot cost to build the structure.

FY17 revenues are based on current receipts including the commercial buildings at the new Raymore Market Place. FY18 revenues are estimated based on one (1) fast service restaurant and five (5) remodels @ \$350 each.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	95,263	172.08%
2009 Actual	15,028	-84.22%
2010 Actual	15,472	2.95%
2011 Actual	6,468	-58.20%
2012 Actual	25,227	290.05%
2013 Actual	58,682	132.62%
2014 Actual	10,355	-82.35%
2015 Actual	42,458	310.02%
2016 Actual	13,940	-67.17%
2017 Budget	2,850	-79.56%
2017 Projected	20,244	610.32%
2018 Estimated	2,850	-85.92%



# Engineering Inspection & Plan Reviews

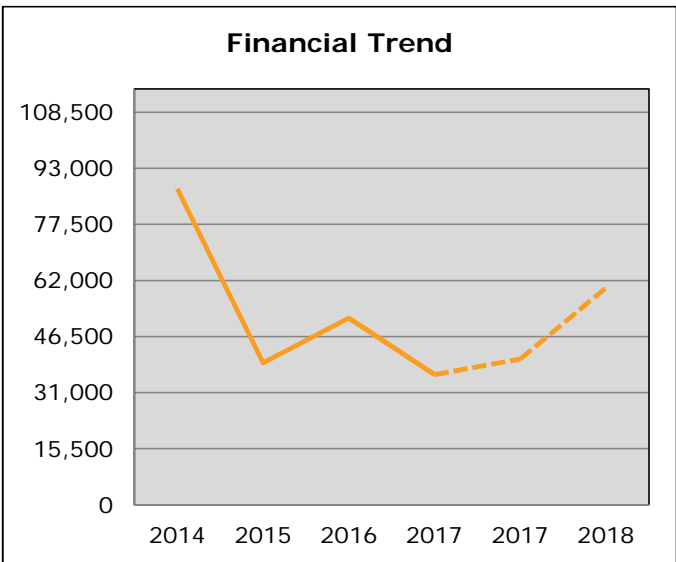
<p><b>General Ledger Codes:</b></p> <p>01-00-4165-0000</p>	<p><b><u>Legal Authority:</u></b></p> <p>Municipal Code: Section 455  Municipal Code: Section 500-545  State Statute: Chapter 89</p>
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## Revenue Description

**Inspection Fees** - These fees are collected for City-provided inspection of all infrastructure installed on private development projects. The fee is 5% for inspection services and an additional 1% for administrative costs in plan review.

FY17 projections are based on current receipts. For FY18 staff anticipates three additional subdivisions in the coming year.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	95,280	61.34%
2009 Actual	295,035	209.65%
2010 Actual	57,650	-80.46%
2011 Actual	9,558	-83.42%
2012 Actual	32,512	240.16%
2013 Actual	42,155	29.66%
2014 Actual	87,354	107.22%
2015 Actual	39,255	-55.06%
2016 Actual	51,595	31.44%
2017 Budget	36,000	-30.23%
2017 Projected	40,264	11.84%
2018 Estimated	60,000	49.02%



# Land Disturbance Permits

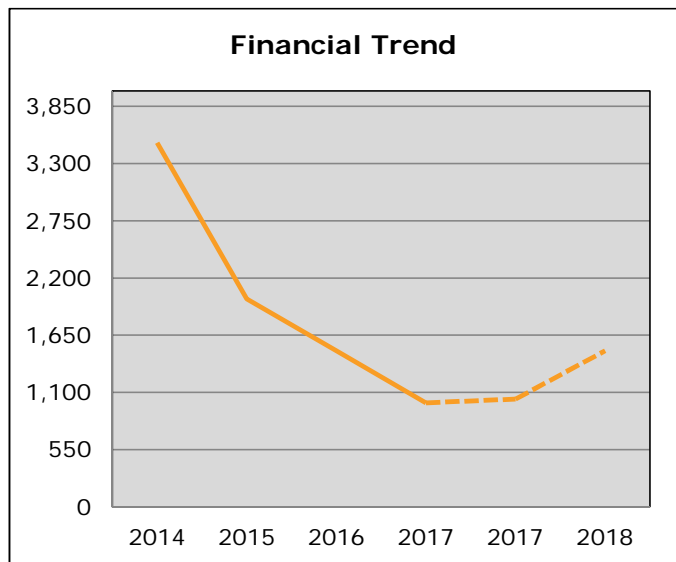
<p><b>General Ledger Codes:</b></p> <p>01-00-4170-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Code: Section 455  Municipal Code: Section 500-545  State Statute: Chapter 89</p>
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## Revenue Description

**Grading Permit** - The revenues recorded in this account are fees charged to cover Engineering's inspection of initial grading for new projects.

FY17 projections are based on current receipts. For FY18 staff anticipates three additional subdivisions in the coming year.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	1,500	-62.50%
2009 Actual	1,500	0.00%
2010 Actual	0	-100.00%
2011 Actual	1,500	N/A
2012 Actual	1,500	0.00%
2013 Actual	3,000	100.00%
2014 Actual	3,500	16.67%
2015 Actual	2,000	-42.86%
2016 Actual	1,500	-25.00%
2017 Budget	1,000	-33.33%
2017 Projected	1,035	3.50%
2018 Estimated	1,500	44.93%



# Right of Way Fees

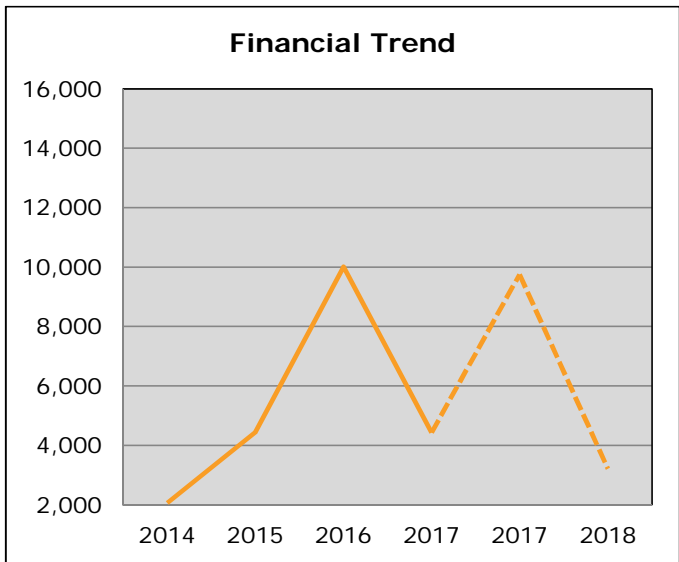
<p><b>General Ledger Codes:</b></p> <p>01-00-4175-0000</p>	<p><b><u>Legal Authority:</u></b>                  Municipal Code: Section 455                  Municipal Code: Section 500-545                  State Statute: Chapter 89</p>
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## Revenue Description

**Right of Way Fees** are collected as part of the Land Disturbance Ordinance. This ordinance helps the City keep track of what entity is working within our right-of-way. The permit fee covers the administrative costs and degradation fees associated with any disturbed infrastructure. The Right-of-Way fee is recommended by the City Engineer, approved by the City Council, and listed in the Schedule of Fees maintained in the City Clerk's office.

FY17 projections are based on current receipts and historical trends prior to Google permits. FY18 is based on historical trending for FY12-15.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	2,385	-18.91%
2009 Actual	910	-61.84%
2010 Actual	2,859	214.14%
2011 Actual	2,285	-20.07%
2012 Actual	5,485	140.04%
2013 Actual	3,150	-42.57%
2014 Actual	2,065	-34.44%
2015 Actual	4,436	114.82%
2016 Actual	10,010	125.65%
2017 Budget	4,432	-55.72%
2017 Projected	9,745	119.88%
2018 Estimated	3,217	-66.99%





# Zoning Fees

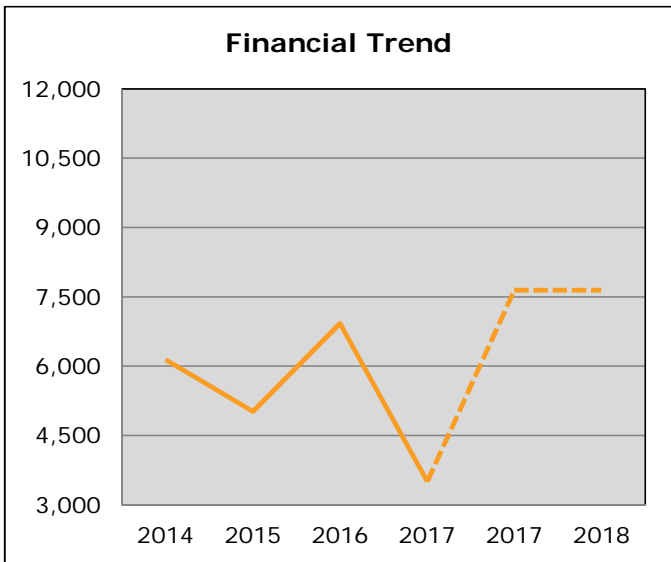
<p><b>General Ledger Codes:</b></p> <p>01-00-4180-0000</p>	<p><b><u>Legal Authority:</u></b>                  Municipal Code: Section 455                  Municipal Code: Section 500-545                  State Statute: Chapter 89</p>
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## Revenue Description

**Zoning Fees** - Filing fees are charged for rezoning, variance requests and subdivision and conditional use permit requests. The fees offset advertising and administrative expenses.

Revenue estimates for FY17 and FY18 are based on best information available to date for the number and type of requests being estimated for the fiscal period.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	6,870	-53.23%
2009 Actual	4,990	-27.37%
2010 Actual	6,805	36.37%
2011 Actual	6,675	-1.91%
2012 Actual	11,240	68.39%
2013 Actual	5,815	-48.27%
2014 Actual	6,140	5.59%
2015 Actual	5,020	-18.24%
2016 Actual	6,920	37.85%
2017 Budget	3,500	-49.42%
2017 Projected	7,645	118.43%
2018 Estimated	7,645	0.00%



# Street Lights

<p><b>General Ledger Codes:</b> 01-00-4181-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 455 Municipal Code: Section 500-545 State Statute: Chapter 89</p>
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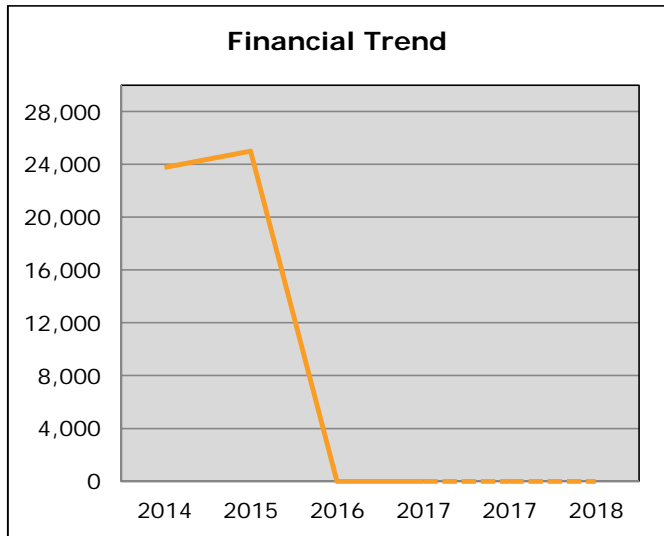
## Revenue Description

**Street Lights** - Based on engineering estimates, five (5) years of estimated operating costs for street lighting in new developments is charged and recorded in this revenue account. After five years, the cost of street lighting in a development is assumed by the City.

During FY2016, there was no additional development that required installation of street lights.

FY17 will have no revenue associated due to the fact that this fee will be eliminated effective November 1, 2016, as developers will be responsible for the installation of the street lights.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	8,075	-36.47%
2009 Actual	0	-100.00%
2010 Actual	0	N/A
2011 Actual	1,250	N/A
2012 Actual	7,502	499.97%
2013 Actual	11,254	50.01%
2014 Actual	23,758	111.10%
2015 Actual	25,008	5.26%
2016 Actual	0	N/A
2017 Budget	0	N/A
2017 Projected	0	N/A
2018 Estimated	0	N/A



# Plan Review Fees

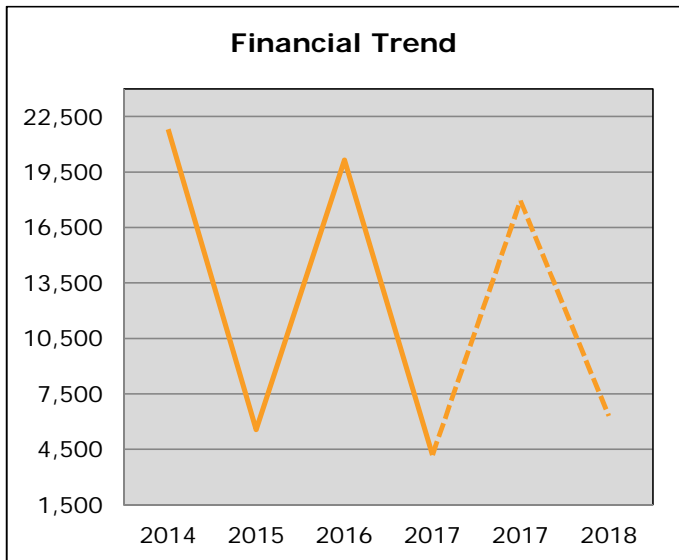
<p><b>General Ledger Codes:</b></p> <p>01-00-4182-0000</p>	<p><b><u>Legal Authority:</u></b>                  Municipal Code: Section 500.080                  Municipal Code: Section 500-150                  Municipal Code: 515.170                  State Statute: Chapter 89</p>
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## Revenue Description

**Building Plan Review Fees** - Plan review fees are set at a one-time forty-two dollar (\$42.00) fee for each new residential, duplex, or four-plex building plan submitted. For all other buildings the fee is forty-two dollar (\$42.00) for the first one hundred thousand dollars (\$100,000) of building valuation plus two dollars (\$2.00) per each additional one thousand dollars (\$1,000) of building valuation thereafter. Valuation is set by International Building Code specifications.

Revenues are based in part on historical trends and in part on estimated number of reviews projected for the fiscal year. FY17 revenue is based on receipts as of May and historical data. FY18 revenues are estimated using 175 new homes.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	17,256	46.10%
2009 Actual	401	-97.68%
2010 Actual	0	-100.00%
2011 Actual	2,140	N/A
2012 Actual	6,502	203.86%
2013 Actual	4,389	-32.49%
2014 Actual	21,811	396.91%
2015 Actual	5,552	-74.54%
2016 Actual	20,147	262.85%
2017 Budget	4,200	-79.15%
2017 Projected	17,954	327.48%
2018 Estimated	6,300	-64.91%



# Code Enforcement Reimbursement

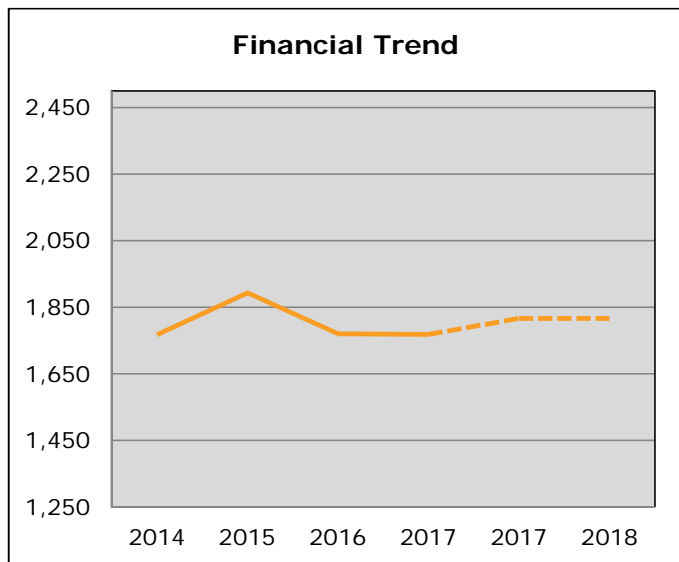
<p><b>General Ledger Codes:</b></p> <p>01-00-4184-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Code: Section 200  Municipal Code: Section 400  Municipal Code: Section 500  State Statute: Chapter 89</p>
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## Revenue Description

**Code Enforcement Reimbursement** - The City is at times required to contract out code enforcement services for nuisance violations. The citizen is billed for actual reimbursement cost plus an administrative fee.

FY10 was the first year of recognition of this revenue stream by the City. Projected revenue is based on historical data. FY18 revenue is estimated based on a three year average.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	2,200	N/A
2010 Actual	2,477	12.59%
2011 Actual	2,866	15.70%
2012 Actual	2,110	-26.38%
2013 Actual	1,980	-6.16%
2014 Actual	1,766	-10.78%
2015 Actual	1,893	7.16%
2016 Actual	1,770	-6.50%
2017 Budget	1,768	-0.11%
2017 Projected	1,816	2.71%
2018 Estimated	1,816	0.00%



# Warning System Fees

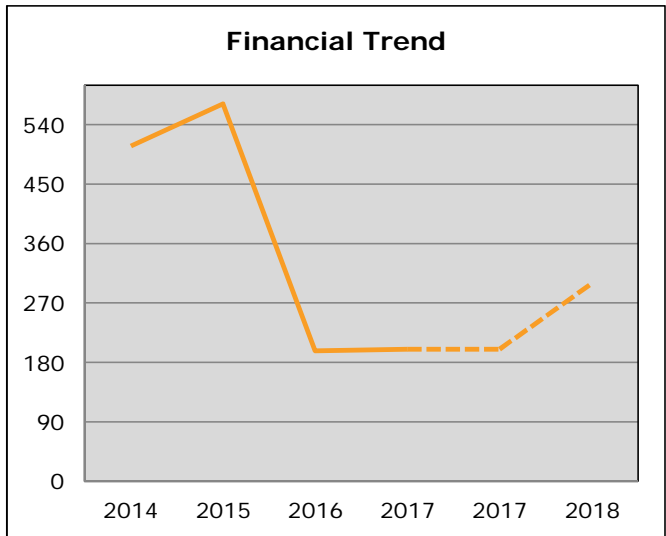
<p><b>General Ledger Codes:</b> 01-00-4185-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 455 Municipal Code: Section 500-545 State Statute: Chapter 89 Missouri Constitution: Article VI; Section 19-22</p>
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## Revenue Description

**Warning System Fees** - Fees are derived from subdivision developments that require additional weather warning systems installed (tornado siren). Nine dollars (\$9.00) per acre is charged.

FY17 projections are based on current receipts. For FY18 staff anticipates three additional subdivisions in the coming year.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	443	-58.44%
2009 Actual	0	-100.00%
2010 Actual	0	N/A
2011 Actual	20	N/A
2012 Actual	575	2764.97%
2013 Actual	265	-53.91%
2014 Actual	508	91.65%
2015 Actual	572	12.57%
2016 Actual	197	-65.47%
2017 Budget	200	1.30%
2017 Projected	200	0.00%
2018 Estimated	300	50.00%



# Farmers Market

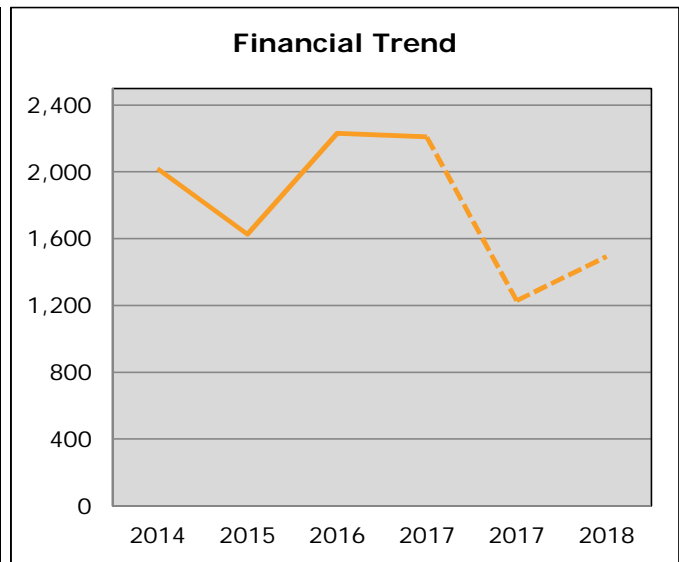
<b>General Ledger Codes:</b>  <b>01-00-4186-0000</b>	<b><u>Legal Authority:</u></b>
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## Revenue Description

**Farmers Market** - The City started a Farmers Market in 2012. Fees associated with rental of booth spaces are accounted for here.

FY17 projected revenue is based on actual receipts and historical data. FY18 projected revenues are conservatively estimated using historical data.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	1,538	N/A
2013 Actual	1,100	-28.48%
2014 Actual	2,020	83.64%
2015 Actual	1,627	-19.46%
2016 Actual	2,230	37.06%
2017 Budget	2,209	-0.94%
2017 Projected	1,229	-44.36%
2018 Estimated	1,494	21.56%



# Arts Commission

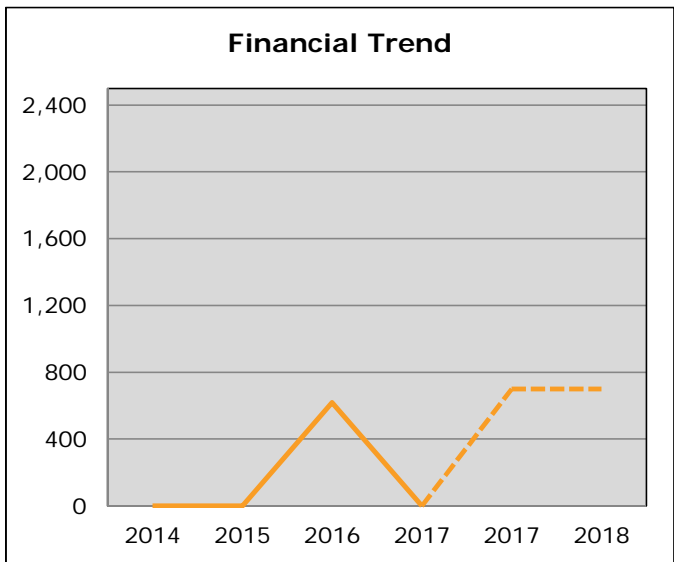
<p><b>General Ledger Codes:</b></p> <p>01-00-4187-0000</p>	<p><b><u>Legal Authority:</u></b></p>
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## Revenue Description

**Arts Commission-** The City created an Arts Commission in 2015. Fees associated with art projects, rental of booth spaces, etc. are accounted for here.

FY17 projected revenue is based on actual receipts and historical data. FY18 projected revenues are estimated to remain the same as FY17 projected.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Actual	620	N/A
2017 Budget	0	-100.00%
2017 Projected	700	N/A
2018 Estimated	700	0.00%





# Filing Fees

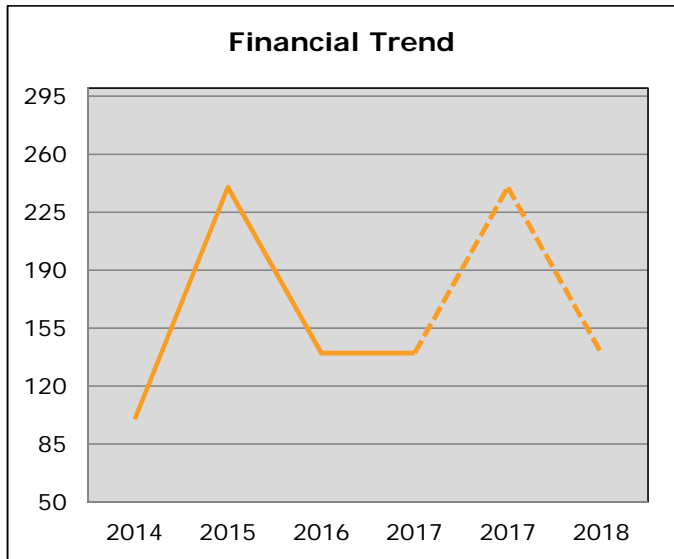
<p><b>General Ledger Codes:</b></p> <p>01-00-4190-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Code Section 105.040  State Statute: Section 115.001-122.650 RSMo.</p>
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## Revenue Description

**Filing Fees** - The City of Raymore charges \$20 per person for candidate filings for positions on the City Council.

FY18 revenues are based on FY16 revenues.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	120	-40.00%
2009 Actual	160	33.33%
2010 Actual	260	62.50%
2011 Actual	140	-46.15%
2012 Actual	220	57.14%
2013 Actual	240	9.09%
2014 Actual	100	-58.33%
2015 Actual	240	140.00%
2016 Actual	140	-41.67%
2017 Budget	140	0.00%
2017 Projected	240	71.43%
2018 Estimated	140	-41.67%



# Occupational License Tax Fees

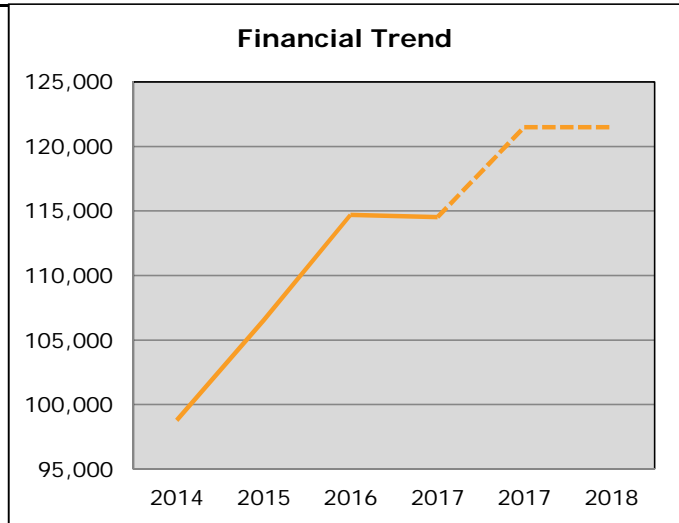
<b>General Ledger Codes:</b> 01-00-4200-0000	<b>Legal Authority:</b> Municipal Code: Chapters 605 State Statute: Section 94.110 & 94.270 RSMo.
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## Revenue Description

**Occupational License Tax Fees** - This is a fee instituted for doing business within the City and is due and payable by the business, trade, occupation or avocation at the time of commencing operations with an annual renewal on or before the first day of January of each year. The City of Raymore fee is based on a flat rate of \$100 per business, with the exception of home-based occupations which was lowered to \$25.00 beginning November 1, 2014. The Hancock Amendment requires that an increase in business license fees must be put before a vote of the people.

Staff estimates FY 2018 revenue based on the FY 2017 projected amount and historical data.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	119,815	-13.93%
2009 Actual	109,914	-8.26%
2010 Actual	105,145	-4.34%
2011 Actual	110,900	5.47%
2012 Actual	115,495	4.14%
2013 Actual	106,555	-7.74%
2014 Actual	98,777	-7.30%
2015 Actual	106,553	7.87%
2016 Actual	114,690	7.64%
2017 Budget	114,520	-0.15%
2017 Projected	121,500	6.10%
2018 Estimated	121,500	0.00%



# Liquor Licenses

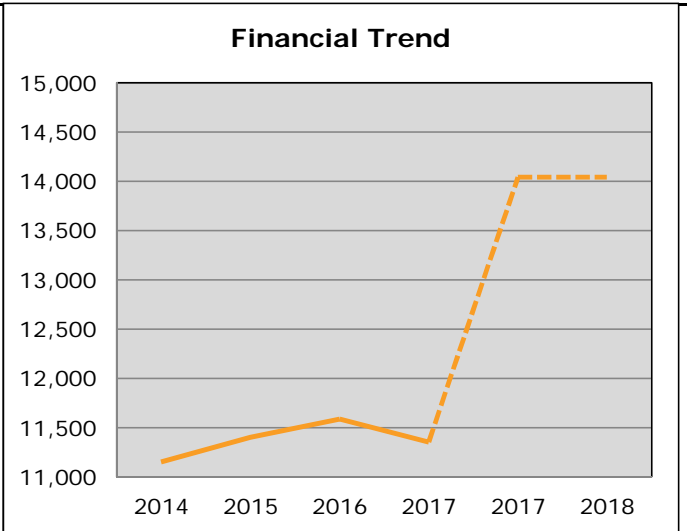
<p><b>General Ledger Codes:</b> 01-00-4210-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 600 State Statute: Section 94.270 RSMo. State Statute: Chapters 311 &amp; 312 RSMo.</p>
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## Revenue Description

**Liquor License** - The City charges one and one-half times the rate charged by the state to licensed liquor providers as allowed by Section 311.220 RSMo.

FY17 projections are based on current receipts and historical trends. FY18 revenues are estimates at FY17 projections.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	8,200	3.39%
2009 Actual	8,319	1.45%
2010 Actual	8,768	5.39%
2011 Actual	9,165	4.53%
2012 Actual	11,013	20.16%
2013 Actual	11,466	4.11%
2014 Actual	11,150	-2.76%
2015 Actual	11,400	2.24%
2016 Actual	11,588	1.64%
2017 Budget	11,354	-2.02%
2017 Projected	14,040	23.66%
2018 Estimated	14,040	0.00%



# Dog and Cat Licenses

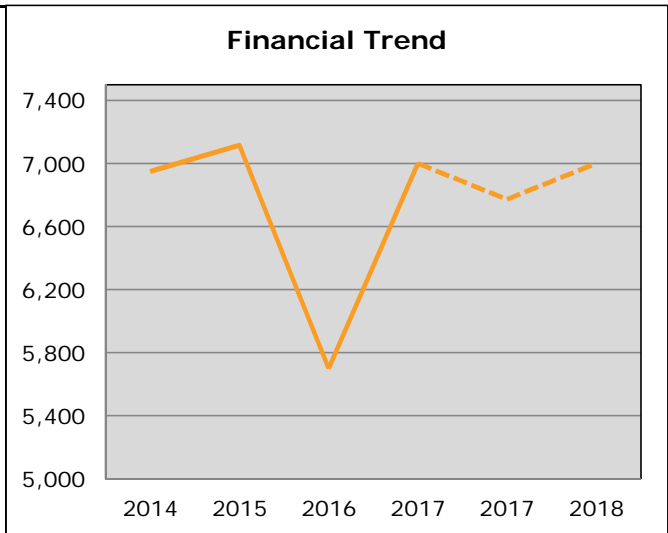
<b>General Ledger Codes:</b> 01-00-4220-0000	<b>Legal Authority:</b> Municipal Code: Section 205 State Statute: Section 94.270 RSMo.
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## Revenue Description

**Dog License** - All dogs or cats over the age of six months within the city limits must be licensed annually. The license is valid for the calendar year and is renewed each January 1st thereafter at the rate of \$5 for neutered and \$20 for un-neutered animals. Fees are increased to \$7.50 and \$30 if paid after January 31st.

FY17 projections are based on historical trends. FY18 revenues are estimated at the FY17 budget, as staff intends to campaign the benefits of the license to the citizens and their animals.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	8,803	38.64%
2009 Actual	8,268	-6.07%
2010 Actual	7,893	-4.54%
2011 Actual	7,553	-4.30%
2012 Actual	7,978	5.62%
2013 Actual	7,078	-11.29%
2014 Actual	6,950	-1.81%
2015 Actual	7,115	2.38%
2016 Actual	5,699	-19.90%
2017 Budget	7,000	22.83%
2017 Projected	6,772	-3.26%
2018 Estimated	7,000	3.37%



# Municipal Court Fines

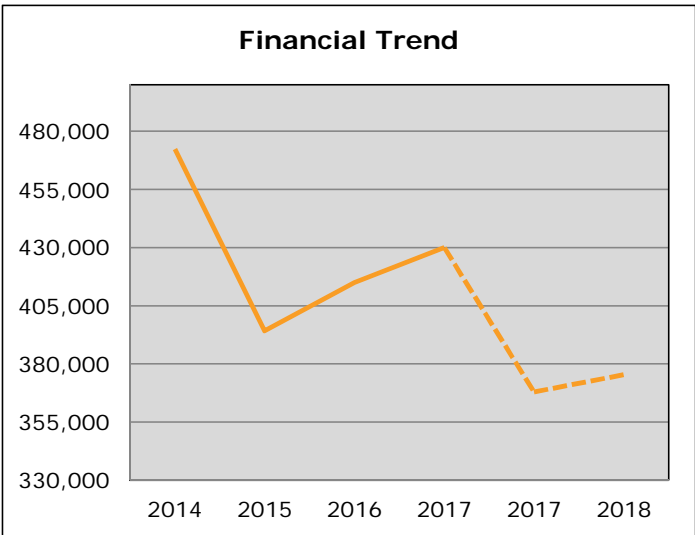
<b>General Ledger Codes:</b> 01-00-4250-0000	<b>Legal Authority:</b> Municipal Code: Chapter 130 State Statute: Chapter 479
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## Revenue Description

**Municipal Court Fines** - Municipalities derive revenue from the fines and forfeitures collected in municipal court.

The FY17 projected revenues are based on current receipts and past three years historical trending. FY18 is conservatively projected at FY17 projections with a 2% increase.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	294,474	-1.40%
2009 Actual	367,406	24.77%
2010 Actual	310,140	-15.59%
2011 Actual	339,924	9.60%
2012 Actual	361,149	6.24%
2013 Actual	485,670	34.48%
2014 Actual	472,287	-2.76%
2015 Actual	394,242	-16.52%
2016 Actual	414,935	5.25%
2017 Budget	430,000	3.63%
2017 Projected	368,000	-14.42%
2018 Estimated	375,360	2.00%



# DWI-Drug Offense Reimbursement

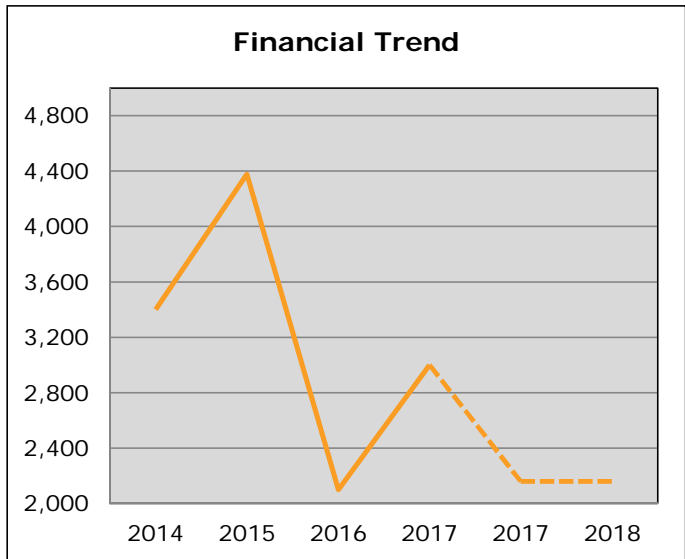
<p><b>General Ledger Codes:</b></p> <p>01-00-4252-0000</p>	<p><b>Legal Authority:</b></p> <p>Municipal Code: Section 130.290          State Statute: Chapters 479 &amp; 483 &amp; 590</p>
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## Revenue Description

**DWI-Drug Offense Reimbursement** - . In addition to fines, municipalities may impose a court fee of \$12-\$15 (488.013 RSMo.) and levy a fee to recoup the additional costs related to traffic violations involving alcohol and drugs.

The inconsistent nature of when this type of offense may occur makes it difficult to project. FY18 revenue is based on FY17 projected revenue.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	6,063	N/A
2010 Actual	4,955	-18.27%
2011 Actual	5,101	2.94%
2012 Actual	7,936	55.58%
2013 Actual	7,765	-2.15%
2014 Actual	3,400	-56.22%
2015 Actual	4,377	28.74%
2016 Actual	2,100	-52.02%
2017 Budget	3,000	42.86%
2017 Projected	2,159	-28.03%
2018 Estimated	2,159	0.00%



# Inmate Prisoner Detainee Security Fund

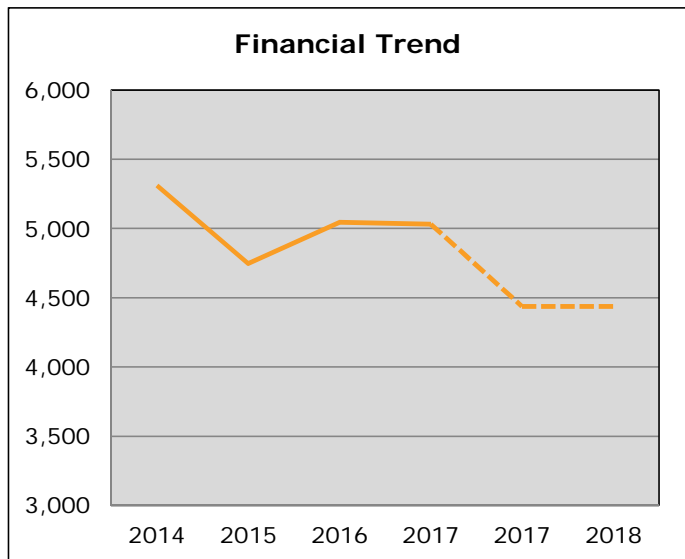
<p><b>General Ledger Codes:</b></p> <p>01-00-4253-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Code: Section 130.290  State Statute: Chapters 488</p>
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## Revenue Description

**Police Training Fees** - In addition to any fine that may be imposed by the Municipal Judge there are assessed fees, as costs in all cases, an Inmate Prisoner Detainee Security Fund of \$2.00. This assists in providing additional funds for reimbursement of costs associated with inmate incarceration.

This revenue source was enacted by ordinance by the City Council on May 13, 2013. FY18 revenue is based on FY18 projections.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	864	N/A
2014 Actual	5,312	514.77%
2015 Actual	4,747	-10.63%
2016 Actual	5,044	6.25%
2017 Budget	5,030	-0.28%
2017 Projected	4,438	-11.77%
2018 Estimated	4,438	0.00%





# Animal Shelter Donations

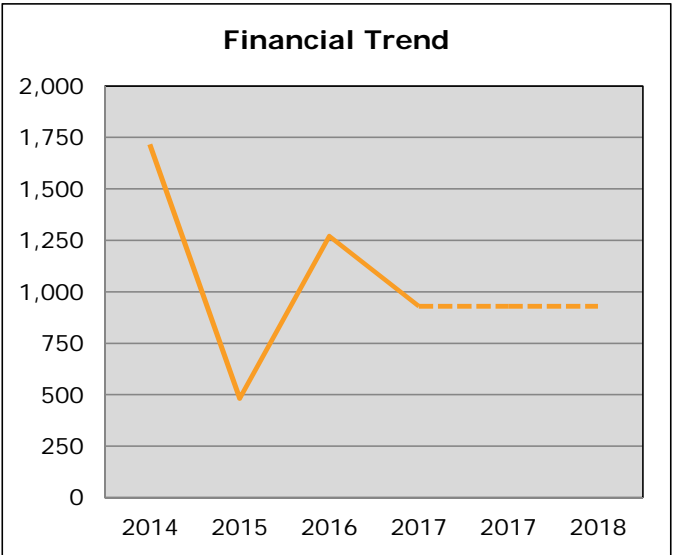
<p><b>General Ledger Codes:</b> 01-00-4270-0000</p>	<p><b><u>Legal Authority:</u></b> Municipal Code: Section 205 State Statute: 89</p>
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## Revenue Description

**Animal Shelter Donations** - This account is used to account for donations received by citizens and local business to support the City's animal shelter. The inconsistent nature of revenue sources makes it very difficult to project and budget.

The FY18 revenue are based on actual receipts through May and a two year historical trend. FY18 revenues are based on the FY17 revenues.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	52	N/A
2009 Actual	1,556	2892.79%
2010 Actual	1,822	17.04%
2011 Actual	205	-88.75%
2012 Actual	1,215	492.83%
2013 Actual	838	-31.03%
2014 Actual	1,717	104.85%
2015 Actual	481	-71.96%
2016 Actual	1,270	163.84%
2017 Budget	930	-26.78%
2017 Projected	930	0.00%
2018 Estimated	930	0.00%



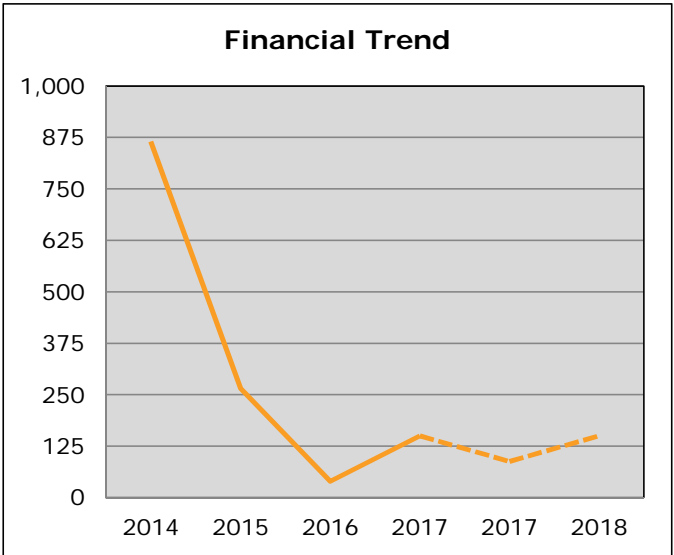
# Animal Control Fine Revenue

<b>General Ledger Codes:</b> 01-00-4275-0000	<b><u>Legal Authority:</u></b> Municipal Code: Chapter 205 State Statute: Chapter 82
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## Revenue Description

**Animal Control Fine** - This account collects fines imposed by the Municipal Court for violations of the City's animal control regulations.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	2,100	99.05%
2009 Actual	1,110	-47.14%
2010 Actual	820	-26.13%
2011 Actual	938	14.39%
2012 Actual	791	-15.67%
2013 Actual	220	-72.19%
2014 Actual	865	293.18%
2015 Actual	265	-69.36%
2016 Actual	40	-84.91%
2017 Budget	150	275.00%
2017 Projected	88	-41.33%
2018 Estimated	150	70.45%



# Dispatch Fees

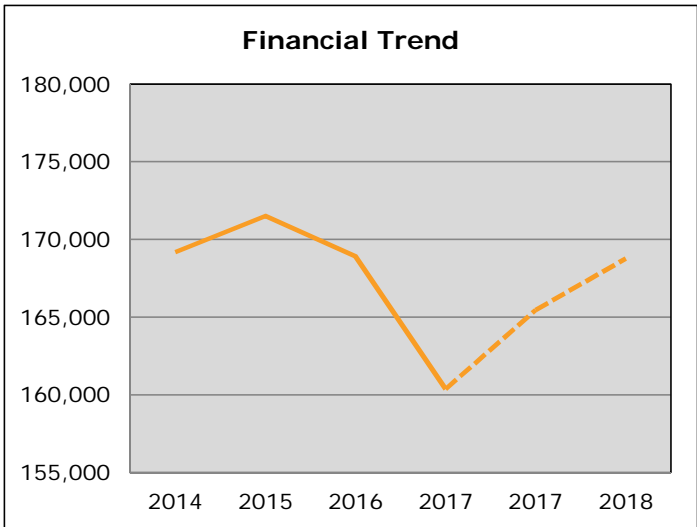
<b>General Ledger Codes:</b> 01-00-4310-0000	<b><u>Legal Authority:</u></b> Municipal Code: 200 State Statute: Chapter 82
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## Revenue Description

**Dispatch Fees** - The City of Raymore Police Department provides dispatch service for the City of Peculiar and South Metro Fire Protection District. The City of Peculiar is assessed a fee based on 5% of that City's assessed property values each year. South Metro Fire Protection District is assessed a fee based on the levy amount imposed by the fire district on all real and personal property within the district boundaries for the purpose of paying for a centralized dispatch center. Currently this levy is \$0.7091 per \$100 of assessed valuation in accordance with RSMo. 3210243(1). The amount is collected by the County and distributed to the City. The South Metro Fire Protection District is allowed to submit communication equipment receipts up to 5% of the annual dispatch fee paid by the South Metro Fire Protection District.

The FY18 estimates to be received by both South Metro Fire Protection District and the City of Peculiar are based on a 2% increase in their total assessed valuation and South Metro submitting a reimbursement request up to the maximum allowed amount.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	145,032	12.03%
2009 Actual	154,671	6.65%
2010 Actual	151,296	-2.18%
2011 Actual	161,006	6.42%
2012 Actual	155,823	-3.22%
2013 Actual	165,988	6.52%
2014 Actual	169,190	1.93%
2015 Actual	171,511	1.37%
2016 Actual	168,907	-1.52%
2017 Budget	160,361	-5.06%
2017 Projected	165,459	3.18%
2018 Estimated	168,769	2.00%



# SRO Services

<b>General Ledger Codes:</b> 01-00-4311-0000	<b>Legal Authority:</b> Municipal Code: State Statute: Chapter
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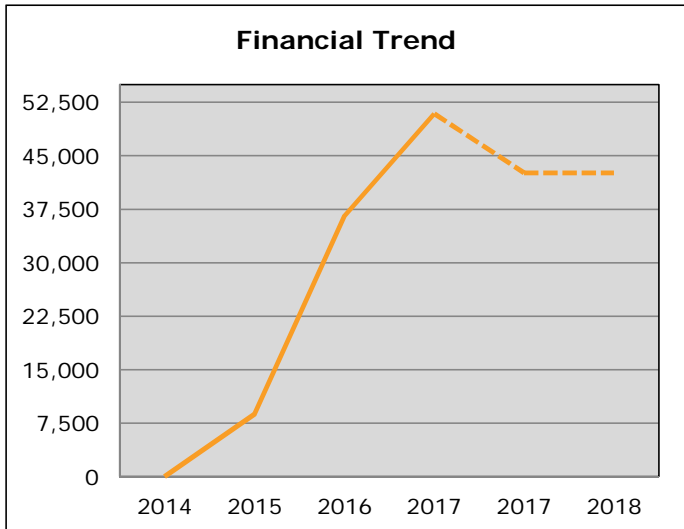
## Revenue Description

**SRO Services-** The City of Raymore provides school resource Officer services for schools in Raymore and the East Middle School. Ordinance 2015-059 Bill 3091

Rate is \$240 per day for each full day or \$120 per half day. Maximum of 212 full work days or combination thereof whenever school is in session.

Term of the agreement shall be from July 1, 2017 through June 30, 2018 as outlined in the SRO calendar and may be extended by mutual agreement of the City and District as deemed necessary to satisfy attendance requirements that may have been affected by inclement weather, or other factors.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	8,778	N/A
2016 Actual	36,516	315.99%
2017 Budget	50,880	39.34%
2017 Projected	42,594	-16.29%
2018 Estimated	42,594	0.00%



# Police Grants

<b>General Ledger Codes:</b> 01-00-4320-0000	<b>Legal Authority:</b> State Statute: Chapter 82
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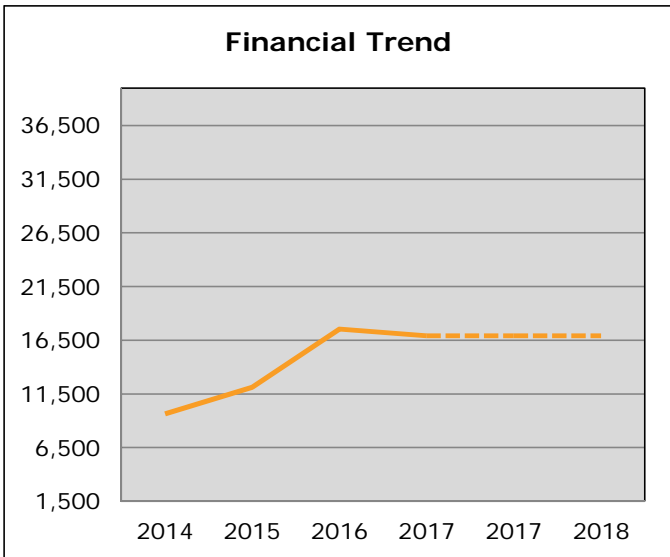
## Revenue Description

**Police Grants** - The Safety Traffic Enforcement Program (S.T.E.P.) Grant provides reimbursement of overtime wages for hazardous moving violation enforcement and DWI checkpoints through the Missouri Division of Highway Safety. The city receives reimbursement for one-half the cost of body armor ballistic vests. Funding is approved through the U.S. Department of Justice-Bulletproof Vest Partnership Program.

FY17 revenues are projected using current receipts and estimated additional claims on available grant funds. FY18 revenues are estimated using the following applications and awards:

S.T.E.P.	\$ 13,000
Bullet Proof Vest	\$ 3,905

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	7,234	-77.71%
2009 Actual	22,509	211.17%
2010 Actual	17,282	-23.22%
2011 Actual	34,798	101.35%
2012 Actual	38,097	9.48%
2013 Actual	11,012	-71.10%
2014 Actual	9,649	-12.38%
2015 Actual	12,106	25.47%
2016 Actual	17,528	44.78%
2017 Budget	16,905	-3.55%
2017 Projected	16,905	0.00%
2018 Estimated	16,905	0.00%



# Emergency Mgmt Grant

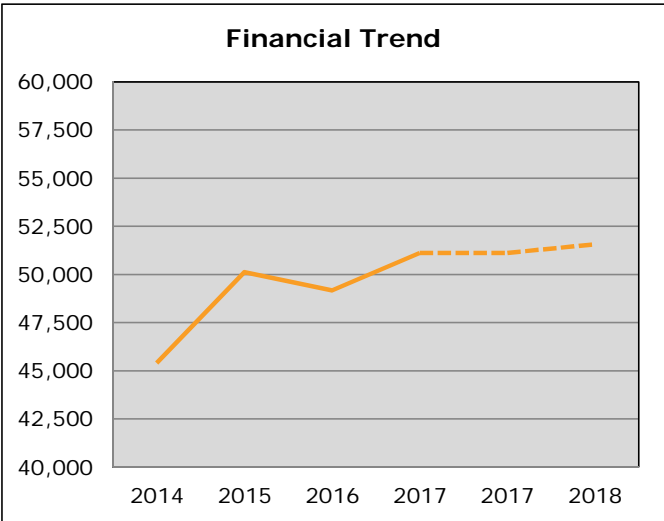
<b>General Ledger Codes:</b> 01-00-4325-0000	<b>Legal Authority:</b> State Statute: Chapter 82
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## Revenue Description

**Emergency Management Grant** - Grants received for the current fiscal year (FY16) include \$51,123 from the Federal Government for emergency management related expenditures, primarily salary and benefit costs. Additional funds are distributed to each entity at the end of each grant year if leftover funds are available.

FY17 revenues are projected based on the city's eligible expenses .

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	47,532	131.08%
2009 Actual	69,192	45.57%
2010 Actual	66,321	-4.15%
2011 Actual	79,612	20.04%
2012 Actual	64,354	-19.16%
2013 Actual	50,812	-21.04%
2014 Actual	45,405	-10.64%
2015 Actual	50,113	10.37%
2016 Actual	49,175	-1.87%
2017 Budget	51,123	3.96%
2017 Projected	51,123	0.00%
2018 Estimated	51,572	0.88%



# Copies

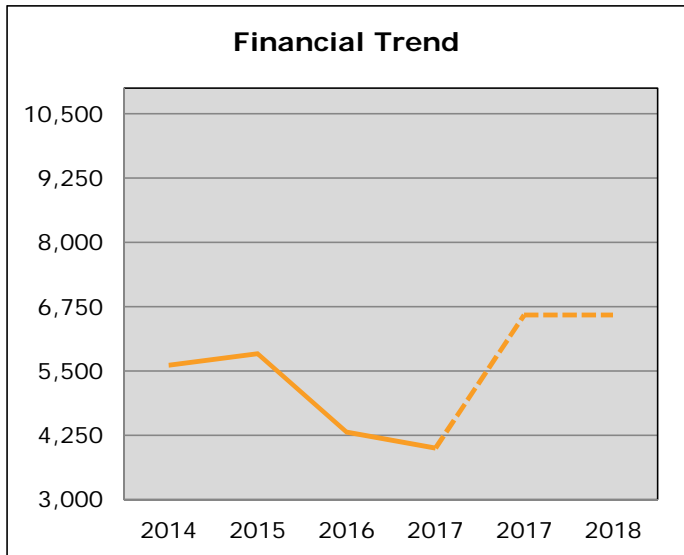
**General Ledger Codes:**  
01-00-4330-0000

**Legal Authority:**  
State Statute: Chapter 82  
"Sunshine Law" on public information

## Revenue Description

**Copies** - Photocopies are provided to the citizens by request. Color map reproduction cost ranges from \$5.00 - \$25.00 depending on the size of the map. Standard black and white copies are \$.10 per copy. This revenue is unpredictable in nature. FY17 revenue is projected based on the four year average historical trend. FY18 revenue is estimated using FY17 projections.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	11,362	85.93%
2009 Actual	4,998	-56.01%
2010 Actual	10,041	100.88%
2011 Actual	6,503	-35.23%
2012 Actual	4,933	-24.14%
2013 Actual	6,016	21.95%
2014 Actual	5,610	-6.74%
2015 Actual	5,835	4.01%
2016 Actual	4,313	-26.09%
2017 Budget	4,000	-7.25%
2017 Projected	6,589	64.73%
2018 Estimated	6,589	0.00%





# Refunds & Reimbursements

<b>General Ledger Codes:</b> 01-00-4340-0000	<b>Legal Authority:</b> State Statute: Chapter 82
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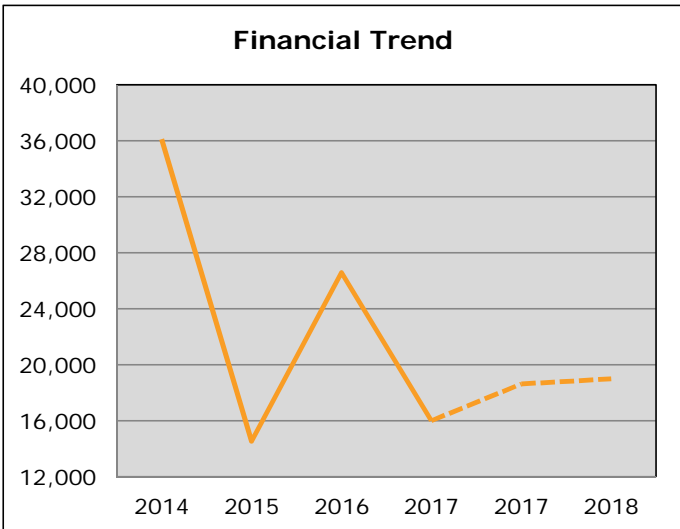
## Revenue Description

**Refunds & Reimbursements** - Reimbursements/refunds to the City are recorded in this account. In the current fiscal year, the majority of the reimbursements are from state tax refunds for gasoline purchases. Historical revenues are not a reliable predictor of this account. Revenues are estimated conservatively and based on the five year historical trend.

Listed below are highlights of a few of the larger revenues received, projected and estimated:

	2015	2016	2017	2018
Insurance refunds	1,500	2,370	1,307	1,500
City gas purchase state tax refund	9,867	9,468	9,911	10,000
Property tax liens (mowing)	1,400	1,266	3,000	1,400
Rebates	1,911	2,007	1,951	2,000

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	23,279	-70.25%
2009 Actual	110,270	373.68%
2010 Actual	34,393	-68.81%
2011 Actual	47,562	38.29%
2012 Actual	52,168	9.69%
2013 Actual	39,607	-24.08%
2014 Actual	36,112	-8.83%
2015 Actual	14,538	-59.74%
2016 Actual	26,586	82.87%
2017 Budget	16,000	-39.82%
2017 Projected	18,628	16.43%
2018 Estimated	19,000	2.00%



# Interest Revenue

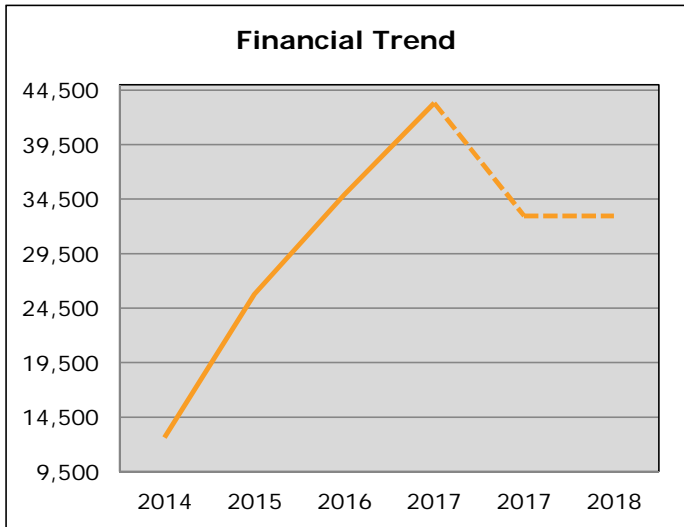
<b>General Ledger Codes:</b> 01-00-4350-0000	<b>Legal Authority:</b> State Statute: Chapter 82
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## Revenue Description

**Interest Revenue** - This account is used to record revenues associated with the City's return on investments of idle funds. FY16 revenues were estimated based on the assumption of no change in interest rates or carrying balances of the FY15 investments, however, interest rates have risen slightly throughout the year and continue to do so.

FY17 revenues are based on current interest rates being earned. FY18 is estimated to remain the same.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	96,813	-44.29%
2009 Actual	40,023	-58.66%
2010 Actual	26,874	-32.85%
2011 Actual	32,280	20.12%
2012 Actual	9,712	-69.91%
2013 Actual	12,674	30.50%
2014 Actual	12,630	-0.35%
2015 Actual	25,770	104.03%
2016 Actual	34,902	35.44%
2017 Budget	43,317	24.11%
2017 Projected	32,946	-23.94%
2018 Estimated	32,946	0.00%



# Miscellaneous Revenue

**General Ledger Codes:**

01-00-4370-0000

**Legal Authority:**

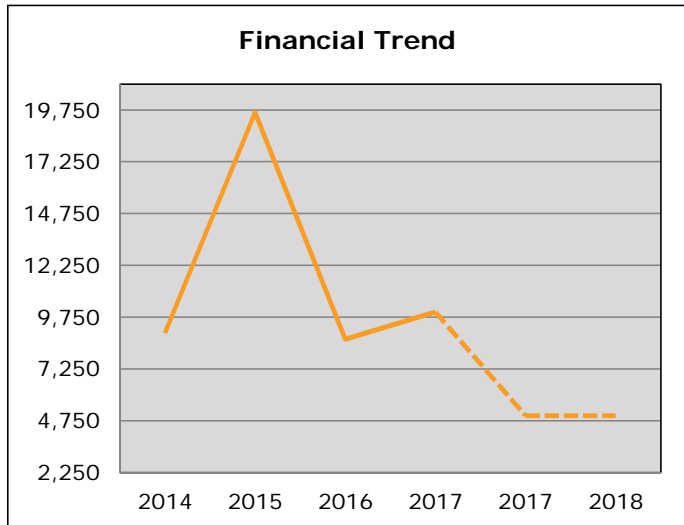
State Statute: Chapter 82

**Revenue Description**

**Miscellaneous Revenue** - Sale of real and personal property (auction of surplus property) and municipal court restitution are recorded in this account. This revenue source is unpredictable in nature.

FY17 revenues reflect the sale on multiple items on GovDeals, an auction website. FY18 revenues are estimated based on historical trends as well as the intention to continue utilizing the GovDeals auction.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	26,105	-46.66%
2009 Actual	11,749	-54.99%
2010 Actual	6,490	-44.76%
2011 Actual	1,151	-82.26%
2012 Actual	11,991	941.37%
2013 Actual	3,065	-74.44%
2014 Actual	8,975	192.83%
2015 Actual	19,630	118.72%
2016 Actual	8,693	-55.71%
2017 Budget	10,000	15.03%
2017 Projected	5,000	-50.00%
2018 Estimated	5,000	0.00%



# Cell Tower Revenue

<b>General Ledger Codes:</b> 01-00-4410-0000	<b>Legal Authority:</b> Municipal Ordinance: 28057 & 26066 State Statute: Chapter 82
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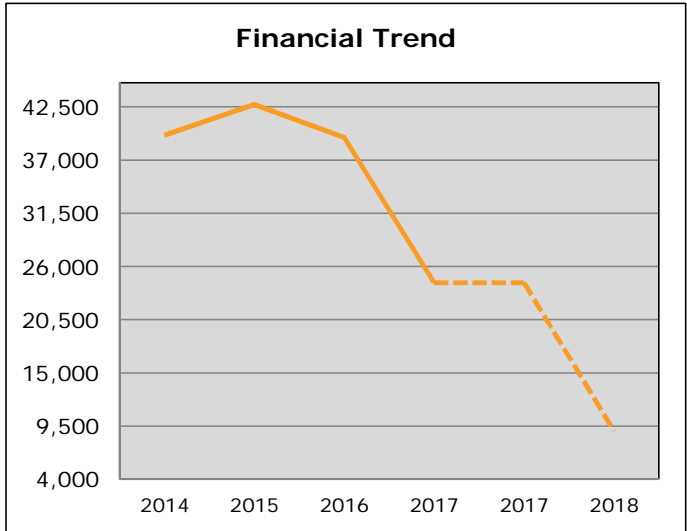
## Revenue Description

**Cell Tower Revenue** - The City has lease options with APT of Kansas City and Cricket Communications for the cellular companies to locate communication antennas on City water towers. The current lease is \$24,333 per year for the APT.

FY16 revenues were down due to Cricket Wireless buying out their lease agreement. FY17 revenues were based on the T-Mobile agreement.

FY18 revenues are estimates to decrease considerably due to the removal of the Elm Street water tower to be performed by an independent contractor in exchange of land rental for a mono-tower with a 6% cell phone revenue for all equipment placed on the tower.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	34,400	-34.85%
2009 Actual	16,000	-53.49%
2010 Actual	37,152	132.20%
2011 Actual	39,560	6.48%
2012 Actual	39,560	0.00%
2013 Actual	39,560	0.00%
2014 Actual	39,560	0.00%
2015 Actual	42,734	8.02%
2016 Actual	39,334	-7.96%
2017 Budget	24,334	-38.13%
2017 Projected	24,334	0.00%
2018 Estimated	9,000	-63.01%



# Transfer in From Restricted Revenue Fund

<p><b>General Ledger Codes:</b> 01-00-4904-0000</p>	<p><b><u>Legal Authority:</u></b> Municipal Ordinance: n/a State Statute: n/a</p>
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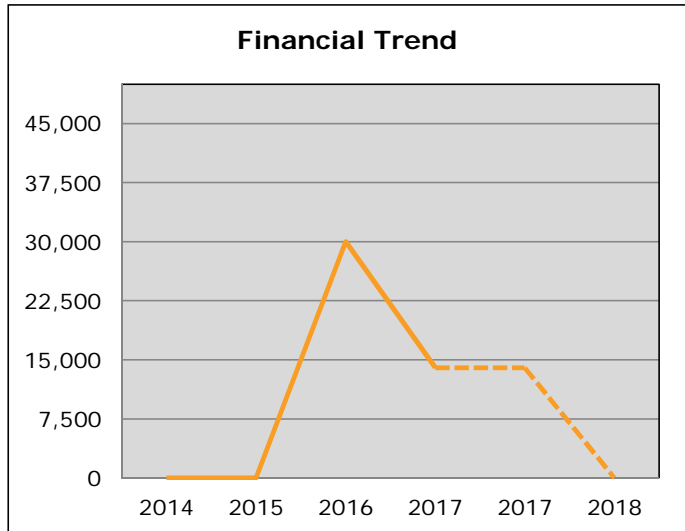
## Revenue Description

**Transfer From the Restricted Revenue Fund -**

The transfer of \$14,000 in FY17 is for the bi-annual citizen survey.

FY18 has no transfers at this time.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	94,666	N/A
2013 Actual	0	-100.00%
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Actual	30,000	N/A
2017 Budget	14,000	-53.33%
2017 Projected	14,000	0.00%
2018 Estimated	0	N/A



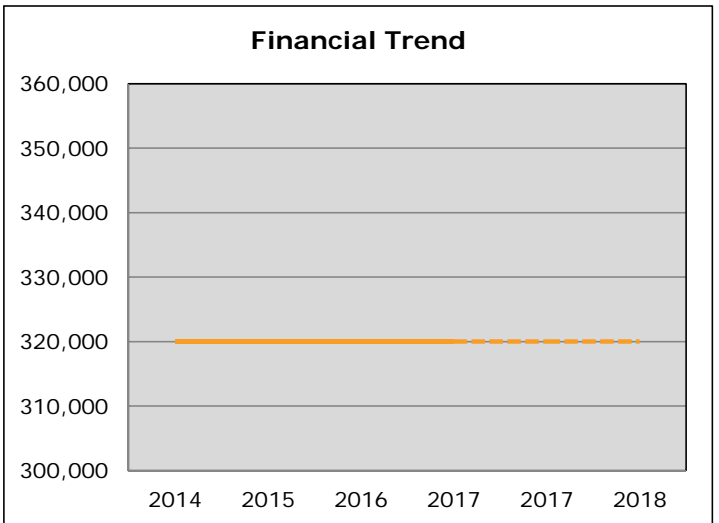
# Transfer in From Transportation Fund

<b>General Ledger Codes:</b> 01-00-4936-0000	<b>Legal Authority:</b> Municipal Ordinance: n/a State Statute: n/a
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## Revenue Description

**Transfer From the Transportation Fund** - These funds represent a fund balance transfer from the Transportation Fund (36) to the City. The funds are used to offset costs incurred by the Street Department in the General Fund.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	350,000	0.00%
2009 Actual	350,000	0.00%
2010 Actual	340,000	-2.86%
2011 Actual	330,000	-2.94%
2012 Actual	320,000	-3.03%
2013 Actual	320,000	0.00%
2014 Actual	320,000	0.00%
2015 Actual	320,000	0.00%
2016 Actual	320,000	0.00%
2017 Budget	320,000	0.00%
2017 Projected	320,000	0.00%
2018 Estimated	320,000	0.00%



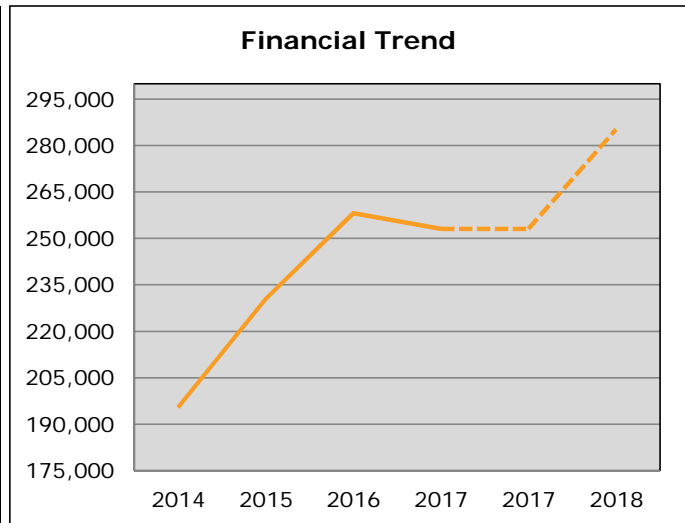
# Transfer in From Stormwater Sales Tax Fund

<p><b>General Ledger Codes:</b> 01-00-4946-0000</p>	<p><b>Legal Authority:</b> Municipal Ordinance: n/a State Statute: n/a</p>
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## Revenue Description

**Transfer from the Stormwater Sales Tax Fund** - These funds represent a transfer from the Stormwater Sales Tax Fund (46) to support the direct costs associated with expenditures related to the personnel costs of the Stormwater Department in the General Fund.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	141,619	N/A
2009 Actual	183,091	29.28%
2010 Actual	175,511	-4.14%
2011 Actual	182,239	3.83%
2012 Actual	189,262	3.85%
2013 Actual	202,437	6.96%
2014 Actual	195,429	-3.46%
2015 Actual	230,425	17.91%
2016 Actual	258,115	12.02%
2017 Budget	253,064	-1.96%
2017 Projected	253,064	0.00%
2018 Estimated	285,209	12.70%



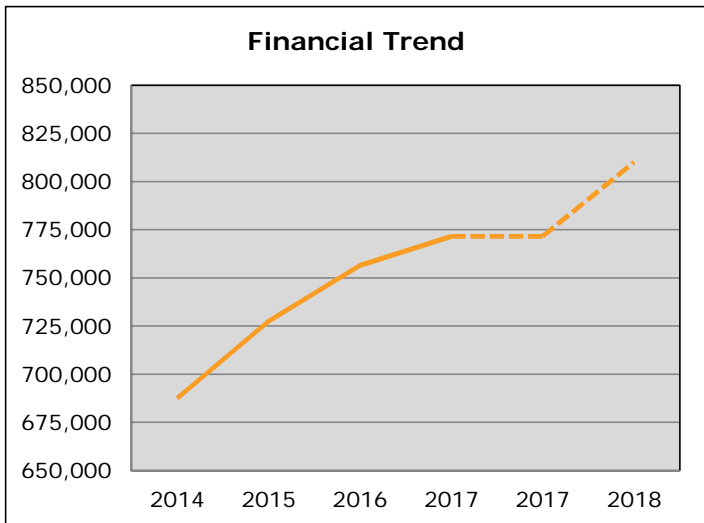
# Transfer in From Enterprise Fund

<b>General Ledger Codes:</b> 01-00-4950-0000	<b>Legal Authority:</b> Municipal Ordinance: n/a State Statute: n/a
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## Revenue Description

**Transfer from the Enterprise Fund** - These funds represent a payment to the General Fund for costs associated with administrative support of the activities of the Enterprise Fund.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	559,669	-26.01%
2009 Actual	709,380	26.75%
2010 Actual	587,397	-17.20%
2011 Actual	603,760	2.79%
2012 Actual	630,310	4.40%
2013 Actual	658,676	4.50%
2014 Actual	687,527	4.38%
2015 Actual	727,606	5.83%
2016 Actual	756,464	3.97%
2017 Budget	771,540	1.99%
2017 Projected	771,540	0.00%
2018 Estimated	810,118	5.00%





# Transfer in From Capital Projects

<b>General Ledger Codes:</b> 01-00-4998-0000	<b><u>Legal Authority:</u></b> Municipal Ordinance: n/a State Statute: n/a
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## Revenue Description

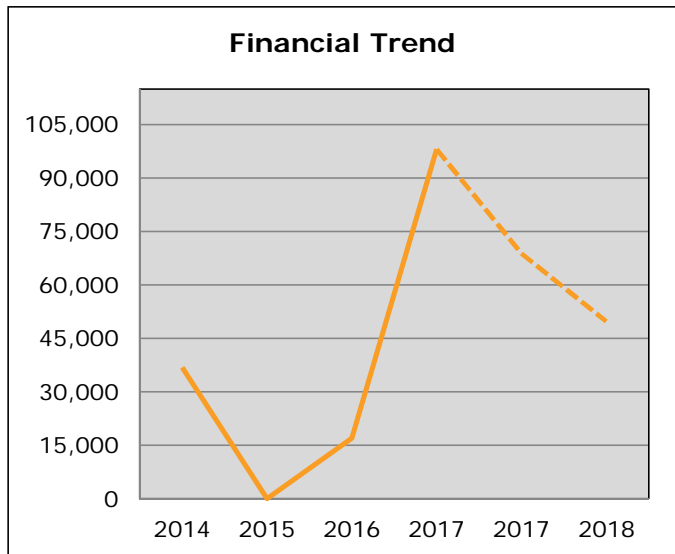
**Capital Project A&I** - These funds represent a payment of six percent (6%) against those Capital Funds which have been provided administrative and inspection services by the General Fund. These fees are assessed against projects which are programmed in the CIP.

The FY17 projected revenue includes all of the FY17 funded project except the Kentucky Drive which has been delayed and reprogrammed in FY18.

The FY18 estimated revenue is based on projects listed in the CIP on schedule to be completed during FY18 and shown below:

Kentucky Drive	\$35,400
Annual Sidewalk Program	\$ 6,000
Permeable pavers	\$6,480
N Washington culvert	\$1,900

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	148,496	N/A
2009 Actual	0	-100.00%
2010 Actual	213,957	N/A
2011 Actual	191,721	-10.39%
2012 Actual	43,034	-77.55%
2013 Actual	32,134	-25.33%
2014 Actual	36,808	14.54%
2015 Actual	0	N/A
2016 Actual	17,000	N/A
2017 Budget	98,100	477.06%
2017 Projected	68,773	-29.90%
2018 Estimated	49,780	-27.62%





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# ADMINISTRATION

The Administration Department is the focal point of activities between the Mayor, City Council, and City Departments. It provides administrative leadership for the organization and translates the policies and directives of the City Council into operating programs. The department directs the delivery of municipal services and provides leadership on City operations, community visioning and intergovernmental/regional cooperation.

## PROGRAMS

### ***City Council***

The powers of the City, as provided by state law and the City Charter, are vested in the Mayor and City Council. The Council is composed of eight members, from four wards, and the Mayor.

### ***City Management/Administration***

The City Manager is the chief administrative officer of the City and is responsible for the management of all personnel, the administration of all departments, provision of support and policy recommendations to the Council, development and implementation of the annual budget and capital program, enforcement of laws, and carrying out all Council policies and directives.

### ***City Clerk***

The City Clerk's office manages and retains all City records; assists citizens and the media in research of ordinances, contracts and other public information; coordinates the preparation of information required for City Council meetings; provides permanent record retention for all City Council, Board and Commission meetings; coordinates the election process; ensures the City Code is updated and maintained; and issues occupational licenses, fireworks permits, low speed neighborhood vehicle registrations, and liquor licenses.

### ***Legal Services***

The City Attorney serves as the chief legal advisor to the City and represents the City in all legal proceedings in some form.

## GOALS

### ***City Management/Administration***

1. Provide leadership to the elected officials and professional staff on city-wide issues.
2. Respond to Council and citizen requests for information.
3. Ensure that citizens receive excellent customer service from employees.
4. Ensure that City services are provided at the highest level of quality within available funding.

### **City Clerk**

1. Comply with governmental record keeping and practice requirements.
2. Comply with Chapter 610, Missouri Sunshine Law, of the Revised Statutes of the State of Missouri for providing transparency in government.
3. Maintains the City Code with Council approved legislation on a biannual basis.

### **Legal Services**

1. Provide appropriate legal advice to the governing body.

## **FY 2017 PERFORMANCE SUMMARY**

1. Provided Administrative support to the Charter Review Commission.
2. Began comprehensive review of the City Code.
3. Expanded transparency in government by providing log in access to permanent records of the City on the City's website.
4. Provide project management for Centerview Construction.
5. Completed a comprehensive strategic plan for the City.
6. Initiated project management for Raymore Activity Center.
7. Successful conclusion of Water District litigation.

## **SIGNIFICANT BUDGETARY ISSUES**

This budget includes the following expansion items:

1. New work station for the City Clerk's office \$4,200
2. Employee appreciation dinner hosted by the City Council \$8,500



# ADMINISTRATION

## HUMAN RESOURCES DIVISION

Human Resources is dedicated to partnering with the departments of the city to provide programs, services, and environments which maximize the potential of its workforce. We are committed to maintaining a customer focus while supporting the organizational goals and objectives.

The Human Resources Division is organized under the Administration Department, and operates as an internal service agent for all City departments as well as City employees.

Human Resources administers and oversees all personnel and employee service programs including recruitment and hiring, performance management, employee relations, employee benefit programs, training and development, and safety and risk management efforts.

### GOALS

1. Develop a high quality City workforce. Position Raymore as an employer of choice in the region. **(4.2.1)**
2. Develop an on-boarding process that clearly defines expectations of employees. **(4.2.2)**
3. Create a culture that places priority on retaining employees. **(4.2.3)**
1. Continuously review, update and administer the City's comprehensive compensation and benefit package to ensure we remain competitive in our offerings and costs. **(4.2.1)**

2. Oversee and facilitate training and development for all personnel.
3. Provide employee safety, loss control, and risk management programs.

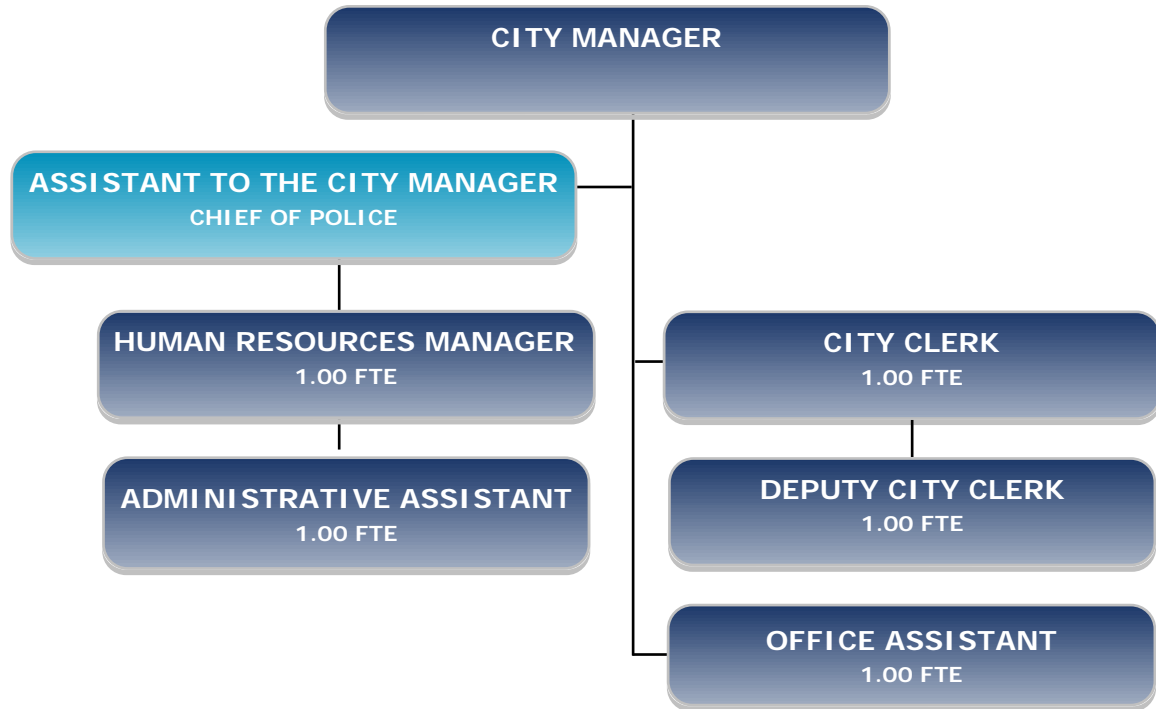
### FY 2017 PERFORMANCE SUMMARY

1. Comprehensive review and edit of current Employee Policy Manual. Draft of new Employee Policy Manual.
2. Health Care Reform mandated several new reporting requirements for employers under the Affordable Care Act. Staff worked all year to become compliant with the new tracking and reporting requirements to the employee and the IRS.
3. Implementation of new performance management program.
4. More meaningful recognition awards for City employee's for years of service.

### SIGNIFICANT BUDGETARY ISSUES

This budget includes an iPad with keyboard for employee on-boarding. \$800

# ADMINISTRATION



# ADMINISTRATION

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	646,926	738,257	770,251	615,311	595,090	631,212	631,212	631,212
Commodities	23,938	25,586	20,450	15,450	14,219	15,778	15,778	15,778
Maintenance and Repairs	1,752	2,344	2,000	2,000	2,840	2,500	2,500	2,500
Utilities	0	0	0	0	0	0	0	0
Contractual	254,427	386,424	464,748	424,798	372,442	314,807	314,807	323,307
Capital Outlay	0	0	0	0	0	0	0	5,000
Debt Service	0	6,346	0	0	0	0	0	0
Transfers/Miscellaneous	26,160	26,160	19,160	19,160	19,160	26,145	26,145	26,145
<b>Total</b>	<b>953,202</b>	<b>1,185,116</b>	<b>1,276,609</b>	<b>1,076,719</b>	<b>1,003,751</b>	<b>990,442</b>	<b>990,442</b>	<b>1,003,942</b>

\* FY17 reallocated a portion to Communication to a separate department

## Position Control Roster

	Actual	Actual	Adopted
City Manager	1.00	1.00	1.00
Assistant City Manager *	1.00	0.00	0.00
City Clerk	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00
Manager, Human Resources	1.00	1.00	1.00
Administrative Assistant **	1.50	1.00	1.00
Office Assistant**	0.00	1.00	1.00
Communications Manager ***	1.00	0.00	0.00
Graphic Design Assistant ***	0.50	0.00	0.00
<b>Total FTE</b>	<b>8.00</b>	<b>6.00</b>	<b>6.00</b>

\* FY17 this position was not replaced after a vacancy

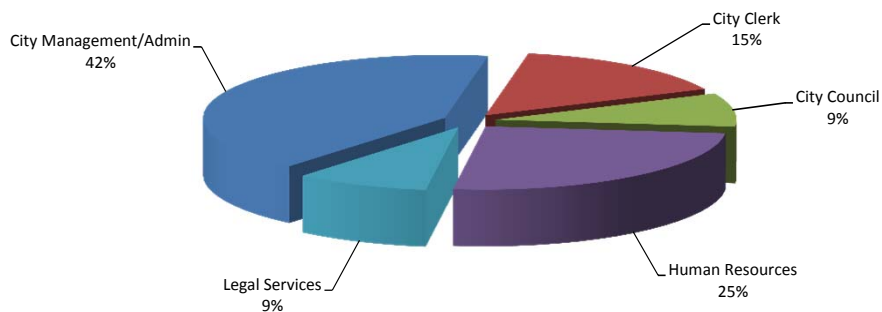
\*\*FY17 the 0.50 FTE Administrative Assistant was eliminated and a 1.0 FTE Office Assistant was created

\*\*\* This position was moved during FY17 to its own department, Communications

## By Program

	Adopted
City Management/Admin	419,119
City Clerk	153,506
City Council	86,443
Human Resources	254,874
Legal Services	90,000
<b>Total</b>	<b>1,003,942</b>

## Program as a Percentage of the Department Budget





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# INFORMATION TECHNOLOGY

The Information Technology Department (IT) has four programs: Systems Administration, Client Support, Capital Asset Replacement, and Training. The following is a description of each functional area within those programs. This department includes the Information Systems Manager and the Network Technician.

## PROGRAMS

### **System Administration**

*Network Administration* – The City of Raymore’s local area network is built using the core services of the Windows 2008, and 2012 Server Operation System. These servers provide services used by all PC users such as sharing files, access to network printers, and service to access email and Internet connections. Workstation operating systems used are Windows 7, Windows 10, and Mac OS.

*Applications Administration* – The department provides administration and end user support for all applications running on the network platforms. The services ITS provides include the design, installation, configuration, vendor coordination, support, end user training and support, installation of upgrades, development of interfaces as required, and application troubleshooting. Related administrative duties include

tracking of software licensing, ensuring that common versions are installed, and managing any related software contracts for maintenance and support.

*Technology Planning/Internal Consulting* – The department is responsible for coordination with each department to ensure that their needs are met. IT works with departments to assess, define and identify needs. It also researches, develops, and implements solutions to meet those demands.

*Phone System Administration* – The department has the responsibility of supporting the building phones, voice mail, and mobile devices. These responsibilities include coordination of all phone-related moves, additions and changes as well as monitoring and managing phone-related hardware located at City locations.

### **Client Support**

*Network Support* – The department supports, configures, and maintains all network devices used by the City of Raymore and the Police Department.

*Desktop Support* – Centralized and coordinated support is delivered via the IT Department. Any City staff member who needs assistance with hardware, software or a phone system issue calls the IT Department. The call is prioritized and handled in a timely manner.

## FY 2017 PERFORMANCE SUMMARY

### **Capital Asset Replacement**

*Computer Replacement* – Replacement of computers is on a four-year cycle that provides each City employee with equipment that is based on current technology. The IT Department, utilizing input from department supervisors, determines the computer style that best suits the department needs. Monitors and printers are replaced on an as-needed basis.

### **Technology Training**

The IT Department provides employee training for network security, cloud applications, telephone equipment, and various software programs.

## GOALS

### **Systems Administration**

1. Provide reliable communication and network services to City staff, businesses, and to the citizens of Raymore. **(1.3.1) (4.1.2)**
2. Maintain a high level of security and disaster recovery capability.
3. Ensure effective technical and fiscal management of departments resources.
4. Purchase and installation of network, security cameras, door access system, and audio/video system for the Recreation Activity Center.
5. Installation of Internet capability in Parks facilities.
6. Installation of security cameras at Parks facilities.

### **Client Support**

1. Deliver timely and effective service to customer requirements through communication, teamwork, and a skilled staff.

### **Capital Asset Replacement**

1. Continue the computer replacement program to ensure that latest technology is implemented for City use.

### **Technology Training**

1. Continue user education programs for security training, end-user software products and telecom systems. Provide focused training in Google Apps for Government, and network security.

### **Personnel Allocation**

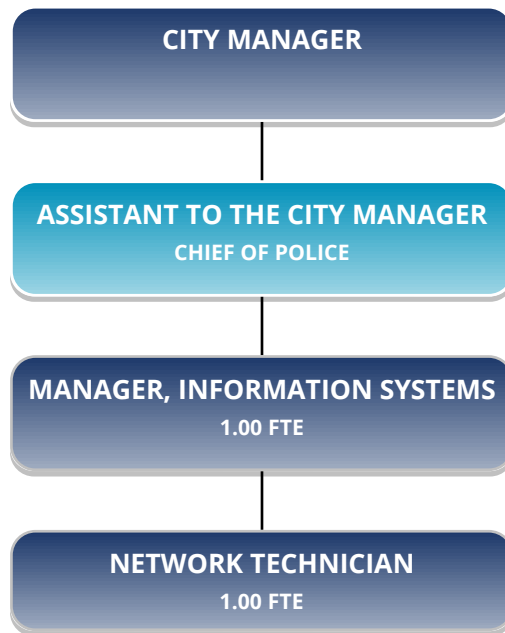
1. Purchase and installation of network, security cameras, door access system, and audio/video system for the Recreation Activity Center.
2. Installation of security cameras at Parks facilities.

1. Replaced 27 computer workstations.
2. Installed security camera systems at the Public Works facility.
3. Replaced the City's telephone system to a cloud-hosted redundant system.
4. Installed all network, security systems, and audio/video systems at the Centerview facility.
5. Implemented the Incode Prosecutor Module for the Court system.
6. Installation of EMV terminals for secure credit card processing.
7. Provided audio/video systems training for the Centerview facility to City personnel.

## SIGNIFICANT BUDGETARY ISSUES

1. The software maintenance cost for FY 2018 is \$182,233.
2. The FY 2018 budget calls for replacement of computers according to the standard computer schedule in the amount of \$20,650.

# INFORMATION TECHNOLOGY SERVICES



# INFORMATION TECHNOLOGY

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	161,993	168,220	181,284	181,284	164,218	180,471	180,471	180,471
Commodities	49,886	60,624	64,400	64,400	70,191	56,265	56,265	56,265
Maintenance and Repairs	0	0	100	100	50	100	100	100
Utilities	0	0	0	0	0	0	0	0
Contractual	171,336	188,104	231,993	231,993	235,373	236,914	236,914	236,914
Capital Outlay	20,041	20,390	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	0	0	0	0	0	0	0	0
<b>Total</b>	<b>403,255</b>	<b>437,337</b>	<b>477,777</b>	<b>477,777</b>	<b>469,832</b>	<b>473,750</b>	<b>473,750</b>	<b>473,750</b>

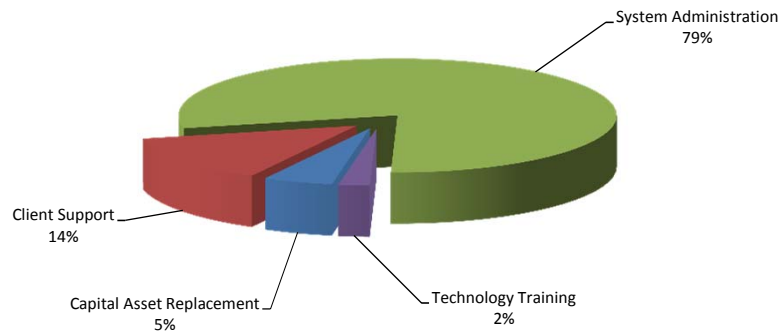
## Position Control Roster

	Actual	Actual	Adopted
Manager, Information Systems	1.00	1.00	1.00
Network Technician	1.00	1.00	1.00
<b>Total FTE</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

## By Program

	Adopted
Capital Asset Replacement	24,438
Client Support	63,624
System Administration	374,831
Technology Training	10,857
<b>Total</b>	<b>473,750</b>

## Program as a Percentage of the Department Budget



# ECONOMIC DEVELOPMENT

Growing the local economy is the primary focus of the Economic Development Department. Our community accomplishes this goal mainly through the recruitment and attraction of new businesses while also working with existing companies on retention and expansion.

The department provides staff support to City Administration, elected leaders, other City departments and the Tax Increment Financing Commission.

The department is charged with creating an environment that is responsive to the concerns of residents and the development community. It is also focused on improving the quality of life in the City by increasing the City's tax base and employment opportunities. The department develops and administers plans, policies, and programs consistent with community and leadership goals.

## PROGRAMS

### **Administration**

Respond in an efficient manner to development inquiries from developers, brokers, design professionals, community leaders and staff on policy, data, incentives, procedures, demographics and more.

Coordinate City development efforts as they relate to the business community and address business needs for local or state assistance.

### **Marketing**

Maintain cooperative marketing efforts through the Missouri Department of Economic Development, Kansas City Area Development Corporation, the Cass County Corporation for Economic Development, real estate and economic development journals, trade publications, trade shows, impact trips, local, regional and national retailers and developers.

Create and update marketing materials; maintain database of information essential for evaluating the Raymore community for the location of commercial, industrial and residential projects; market the community through advertising, trade shows, impact trips, etc.; conduct ceremonial events for new businesses; and work directly with businesses to fill spots in City shopping centers.

## GOALS

### **Administration**

1. Recruit aesthetically appealing, high-quality real estate development projects that align with the community's desires. **(3.1.1, 3.1.2)**
2. Enhance the pursuit of attracting industries and businesses that have the ability to dramatically strengthen the employment and economic base of Raymore (often referred to as "primary employers"). **(3.1.1, 3.1.2, 3.2.1)**

3. Coordinate and further advance the establishment of an extensive workforce development program. **(3.2.1)**
4. Visit with and offer assistance to at least 40 existing businesses that call Raymore home. **(3.3.2)**
5. Assemble amendments to the Economic Development Policy that further shapes a local incentives toolbox that directly aligns with business recruitment strategies. **(3.3.1)**

### **Marketing**

1. Implement the findings from the Retail Recruitment Plan for the community. **(3.1.2)**
2. Make Raymore the place to live for a diverse array of residents and workers of surrounding large employers. **(3.1.2, 3.2.4)**
3. Coordinate with other City departments on the completion of a comprehensive sites readiness assessment and summary report. **(3.3.4)**

## **FY 2017 PERFORMANCE SUMMARY**

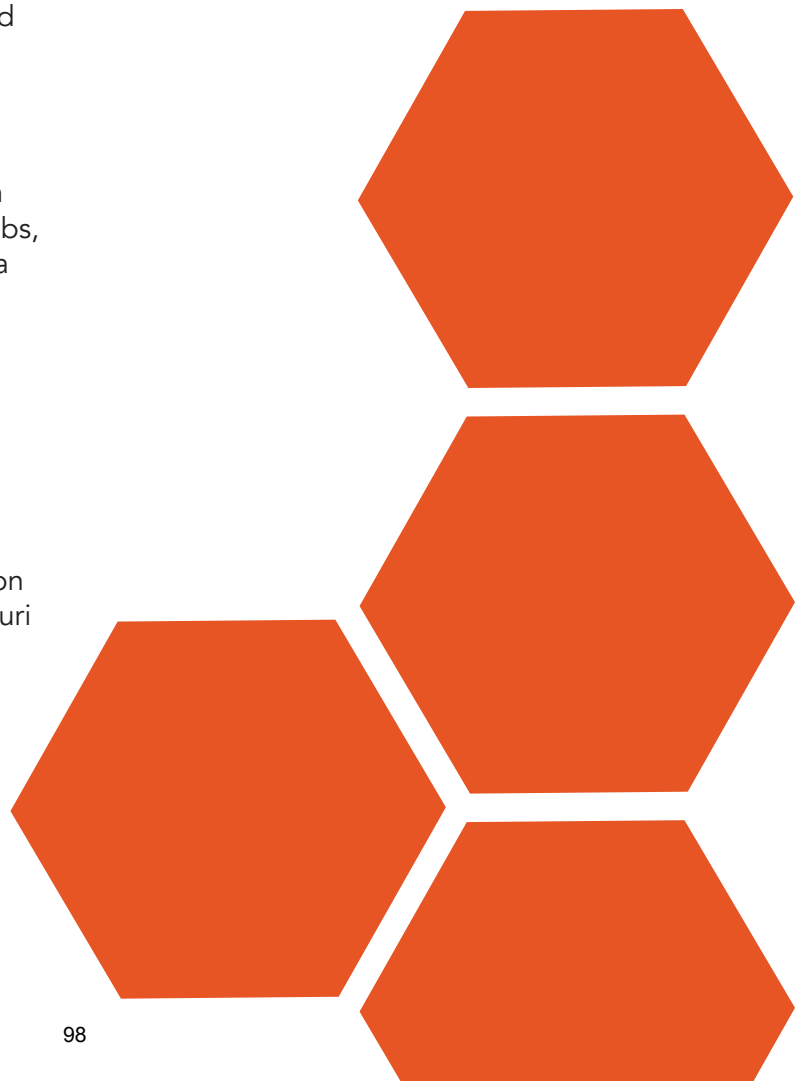
1. Completed the first phase of the Retail Recruitment Plan with Retail Strategies that identified 4 main market segments: Entertainment, Grocery, Clothing/Apparel, and Restaurants.
2. Announced and welcomed 5 new businesses to "Raymore Marketplace," a high profile commercial redevelopment project located at the southeast corner of 58 Highway and Dean Avenue, including Kay Jewelers, Firehouse Subs, MOD Pizza, QDOBA Mexican Eats, and Panda Express.
3. Hosted community and site tours for 7 groups of real estate developers, brokers and others interested in real estate development opportunities in Raymore.
4. Originated business retention and expansion survey interviews with nearly 12 existing businesses throughout Raymore.
5. Responded to multiple requests for information for new development projects from the Missouri Partnership, Kansas City Area Development Council (KCADC) and other sources.
6. Greeted 10 new businesses that generated approximately 126 new jobs in Raymore, and

participated in 8 ribbon cutting ceremonies with the Chamber of Commerce.

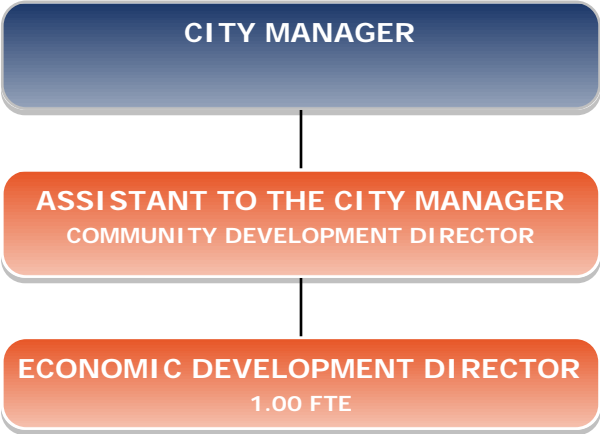
7. Working with the Cass County Corporation for Economic Development (CCCED) and other Cass County communities in establishing a robust, comprehensive workforce development program in order to attract larger employers who offer higher skilled careers.

## **SIGNIFICANT BUDGETARY ISSUES**

1. Funding to complete the second phase of Retail Strategies Plan. \$40,000



# ECONOMIC DEVELOPMENT



# ECONOMIC DEVELOPMENT

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	174,661	109,517	113,732	113,732	108,191	118,610	118,610	118,610
Commodities	626	4,406	100	100	60	300	300	300
Maintenance and Repairs	0	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0
Contractual	31,380	50,017	98,025	98,025	82,525	100,825	100,825	100,825
Capital Outlay	4,254	0	5,000	5,000	4,354	4,500	4,500	4,500
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	0	0	0	0	0	0	0	0
<b>Total</b>	<b>210,921</b>	<b>163,940</b>	<b>216,857</b>	<b>216,857</b>	<b>195,130</b>	<b>224,235</b>	<b>224,235</b>	<b>224,235</b>

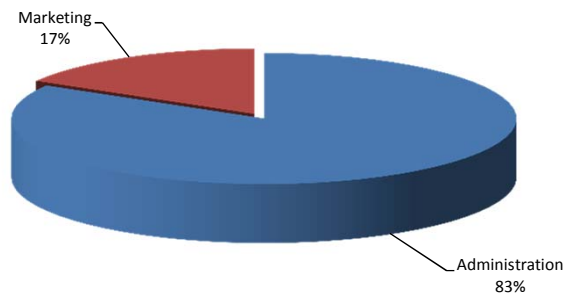
## Position Control Roster

	Actual	Actual	Adopted
Economic Development Director	1.00	1.00	1.00
<b>Total FTE</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

## By Program

	Adopted
Administration	187,060
Marketing	37,175
<b>Total</b>	<b>224,235</b>

## Program as a Percentage of the Department Budget





# COMMUNITY DEVELOPMENT

The Community Development Department is involved in the development and implementation of the Unified Development Code, the Growth Management Plan, overseeing the development and plan review process, codes compliance, building inspections and the City's GIS program. The department serves as primary staff support to the Planning & Zoning Commission, Board of Appeals, and Board of Adjustment. The Community Development Director supervises the day-to-day activities of the department, and reports to the City Manager.

## PROGRAMS

### **Administration**

The services performed in this program include those administrative and managerial tasks required for the effective operation of the department including staff time spent on citywide policy issues, special projects not directly related to any other program, personnel management and budget administration.

### **Customer Service**

This program involves responding in a timely and quality manner to citizen and staff inquiries. It includes providing informational brochures, statistics, and procedural manuals to residents, businesses, and the development community.

### **Geographic Information Systems**

The services in this program include those necessary for the development and maintenance of graphical representations related to development activities within the City, and other mapping requirements. This program will provide support primarily for development activities related to planning, zoning, and engineering as well as police, parks, and other City departments as necessary.

### **Planning & Zoning**

The services in this program include those associated with comprehensive planning, rezoning, conditional use permit, subdivision plat process, site plan review, and variances. This includes the organization of work sessions and recording of minutes for the Planning & Zoning Commission, as well as public notification and providing staff support to the Planning & Zoning Commission, City Council, Board of Appeals and Board of Adjustment.

### **Codes/Inspections**

This program identifies, investigates, and responds to complaints concerning violations of the city code, and related policies. This program is responsible for the investigation and enforcement of complaints concerning nuisances, weeds, property maintenance, signs, and the Unified Development Code. Building inspections includes inspection activities necessary to ensure residential, commercial and industrial structures conform to applicable codes and approved plans.

# GOALS

## Administration

1. Continue involvement in committees, programs and meetings sponsored by the Mid-America Regional Planning Council **(2.1.3)**
2. Identify processes that could benefit from the use of additional technology **(4.1.2)**

## Customer Service

1. Improve customer service processes to increase the opportunities for customers to receive the information they need on first contact. **(1.3.1)**
2. Provide opportunities to front-line employees for cross-training with other departments **(1.3.4)**

## Geographic Information Systems

1. Create a map-based interface on the City website that provides information on all current and proposed City sponsored and private investment projects within the City **(1.3.1)**
2. Continue providing GIS applications to assist City Departments with programs and activities

## Planning & Zoning

1. Implement policy recommendations identified in the Community for All Ages Master Plan **(1.3.2)**
2. Complete steps necessary to submit application for recognition as a Walk Friendly Community **(1.3.2)**
3. Explore alternate modes of transportation for residents to participate in community events, medical appointments and basic need services **(2.2.2)**
4. Explore opportunities for bike lanes on existing roadways **(2.2.2)**
5. Explore opportunities to expand and enhance water quality treatment requirements related to new development **(2.2.3)**
6. Explore adoption of a tree preservation ordinance **(2.2.3)**
7. Explore the creation of a town center **(3.2.3)**
8. Assist Economic Development Department with identification of opportunity sites and review of any process changes that could affect development **(3.3.4)**
9. Complete steps necessary to submit application for SolSmart Silver and Gold level recognition as a community "open for solar business."

## Codes/Inspections

1. Continue annual review of the property maintenance and building codes **(2.1.4)**
2. Expand use of on-line permitting program
3. Explore establishment of a City/Volunteer partnership to provide assistance to those most in need with code compliance matters.

## FY 2017 PERFORMANCE SUMMARY

1. Completed application and work necessary for Raymore to obtain Gold Level recognition as a Community for All Ages.
2. Continued to increase mapping and data capabilities of internal ArcIMS site for all employees to access GIS information.
3. Provided in-house review of all building plans for residential and commercial projects.
4. Maintained a development report that is updated monthly to reflect existing housing units, units under construction, and available building lots in the City.
5. Administered a program to register properties that have been foreclosed on and complete weekly inspections to ensure code compliance and ensure structures are secured.
6. Continued implementation of a proactive inspection procedure for property maintenance code violations. Building inspectors completed a drive-by inspection of all properties in the City and commenced enforcement procedures on those properties deemed to have a violation of the property maintenance code.
7. Continued creation of excerpts from the Unified Development Code that provides quick reference material for residents and applicants.
8. Updated the Building Codes Interpretation Manual that includes common plan check corrections and interpretations of various building code provisions.
9. Assisted the Planning and Zoning Commission with implementation of the adopted Growth Management Plan
10. Expanded the online permitting program that allows contractors to submit and pay for certain building permits online.
11. Training presentation by City Attorney to Planning & Zoning Commission and City Council on legal aspects pertaining to land use decisions.

## SIGNIFICANT BUDGETARY ISSUES

1. The City's Growth Management Plan is updated every 5 to 10 years. When the update occurs, it is typically expensive. A transfer of \$10,000 per year is made from the General Fund to the Restricted Revenue Fund to save for the cost of a new update in the future.
2. ArcGis Online Licensing and ESRI Business Analyst Online \$3,100.
3. Expansion item funding for department furniture and finishing. \$15,000

# COMMUNITY DEVELOPMENT



# COMMUNITY DEVELOPMENT

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	475,647	474,289	595,076	595,076	543,349	612,114	612,114	612,114
Commodities	12,218	9,773	14,450	14,450	13,564	15,071	15,071	15,071
Maintenance and Repairs	1,209	335	800	800	500	800	800	800
Utilities	0	0	0	0	0	0	0	0
Contractual	25,324	24,874	37,101	37,101	31,356	42,031	42,031	42,031
Capital Outlay	0	0	0	0	0	3,100	3,100	18,100
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	19,994	21,704	19,047	19,047	19,047	19,047	19,047	19,047
<b>Total</b>	<b>534,391</b>	<b>530,975</b>	<b>666,474</b>	<b>666,474</b>	<b>607,816</b>	<b>692,163</b>	<b>692,163</b>	<b>707,163</b>

## Position Control Roster

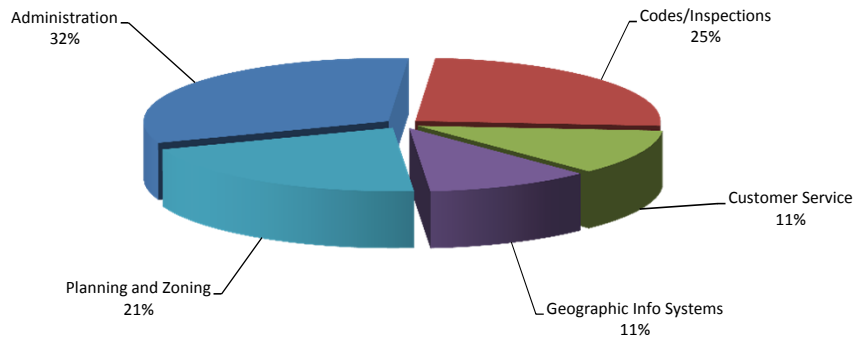
	Actual	Actual	Adopted
Director, Community Development	1.00	1.00	1.00
Associate Planner*	0.00	1.00	1.00
GIS Coordinator	1.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00
Building Official	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00
Permit Technician	1.00	1.00	1.00
<b>Total FTE</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>

## By Program

	Adopted
Administration	225,315
Codes/Inspections	176,128
Customer Service	81,493
Geographic Info Systems	77,046
Planning and Zoning	147,181
<b>Total</b>	<b>707,163</b>

\* position was added back in FY17 due to the increased building activity throughout the city

## Program as a Percentage of the Department Budget





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# PUBLIC WORKS DEPARTMENT OVERVIEW

The Raymore Public Works Department has broad responsibilities in the city including:

- Civil engineering and design support
- Maintenance and improvement of the city's infrastructure
- Stormwater quality and system maintenance
- Maintenance and repair of public buildings
- Delivering safe, potable water
- Operation and maintenance of sanitary sewer collection

The department is comprised of two divisions. Engineering and Operations and Maintenance. In addition to the divisions the department is further broken down into the following functions; Streets, Stormwater, Buildings & Grounds, Water, and Sewer.

The leadership and administrative oversight of the Public Works Department is the duty of the leadership team. This team is comprised of the Director of Public Works, Assistant Director of the Operations and Maintenance Division and the Assistant Director of Engineering Division.

This leadership team is responsible for but not limited to addressing citizen concerns and complaints, project management, long range planning for infrastructure improvements, expansion and maintenance, developing training plans for all members of the department, strategic planning, budget preparation, control and purchasing. This team is responsible, in

conjunction with the Finance Department, for the projects and funding within the capital project funds and the operations of the water and sewer functions of the Enterprise Fund.

## GOALS

1. Maintain an efficient and properly trained staff to meet the changing needs of maintaining the City's infrastructure.
2. Respond to Citizen concerns/complaints within 24 hours
3. Assure all necessary training is obtained across all divisions to maintain required licenses and registrations.
4. Provide training and resources in order to provide professional customer service with every contact

## FY 2017 PERFORMANCE SUMMARY

1. Completed the Self Assessment the first step in achieving Accreditation from the American Public Works Association.
2. Developed an education/training program for Public Works Leadership staff

## SIGNIFICANT BUDGETARY ISSUES

This budget includes the following expansion item requests to be split amongst Streets, Stormwater, Water and Sewer:

1. Funding for an additional Maintenance Worker I position. During 2017 the city purchased the street lights from KCP&L. Due to the purchase, the city occurred excessive cost in contracting locates. This work was brought in-house creating a greater workload on existing staff. \$54,350





# PUBLIC WORKS ENGINEERING DIVISION

Engineering is responsible for the management, design, construction, administration, and review of all projects containing infrastructure. This includes the water distribution system, the sewer collection system, the street system, the storm drainage system, and facilities. Engineering is responsible for the long-term planning of infrastructure for projected growth, constant review of ordinances for updates, plan review of development, coordination of utilities, negotiation of easements, and acting as the City's liaison to all federal agencies, state agencies, and neighboring communities. The Engineering Department consists of the Director of Public Works, the Assistant Director of Public Works Engineering, two Engineering Technicians, and one Administrative Assistant.

## PROGRAMS

### **Administration**

This program involves the administration and managerial tasks required for the effective operation of the Public Works Department including staff time spent on policies, special projects, personnel management and budget administration. The Public Works Director is a member of the Capital Improvement Plan (CIP) Committee and is responsible for the creation of 5-year projects, implementation of current year projects, and project management in conjunction with the Finance Department for all of the capital budget funds.

### **Customer Service**

This program involves responding in a timely and quality manner to citizen and staff inquiries. It includes providing information, statistics, and standards manuals to residents, contractors, businesses, and the development community.

### **Infrastructure Improvements**

The services in this program include those necessary for the design, administration, and inspection of all capital improvements and development.

### **Support to Development**

The services in this program include those associated with rezoning, conditional use permit and platting processes, site plan review, and variances. This includes the technical review and analysis to assure the proposed infrastructure complies with our ordinances and also complies with all State and/or Federal regulations.

### **Streets and Traffic**

This program involves determining the need for street improvements based on criteria and maintenance records, assessing and maintaining contracts for signals, determining the need for access management and provides recommendations to the traffic safety committee regarding traffic control measures.

## GOALS

### **Customer Service**

1. Work with the Communication Department to develop an information distribution strategy for all Capital Improvement Projects.

### **Infrastructure Improvement**

1. Collaborate with the Community Development and Police Departments to develop a traffic enhancement plan for 58 Highway. **(2.2.2)**

### **Support to Development**

1. Review Master Plans as they relate to the Growth Management Plan Update.
2. Continue to provide technical support to Community Development related to development applications.

### **Streets and Traffic**

1. Explore expansion of on-street and off-street bicycle routes throughout the City **(2.2.2)**

## FY 2017 PERFORMANCE SUMMARY

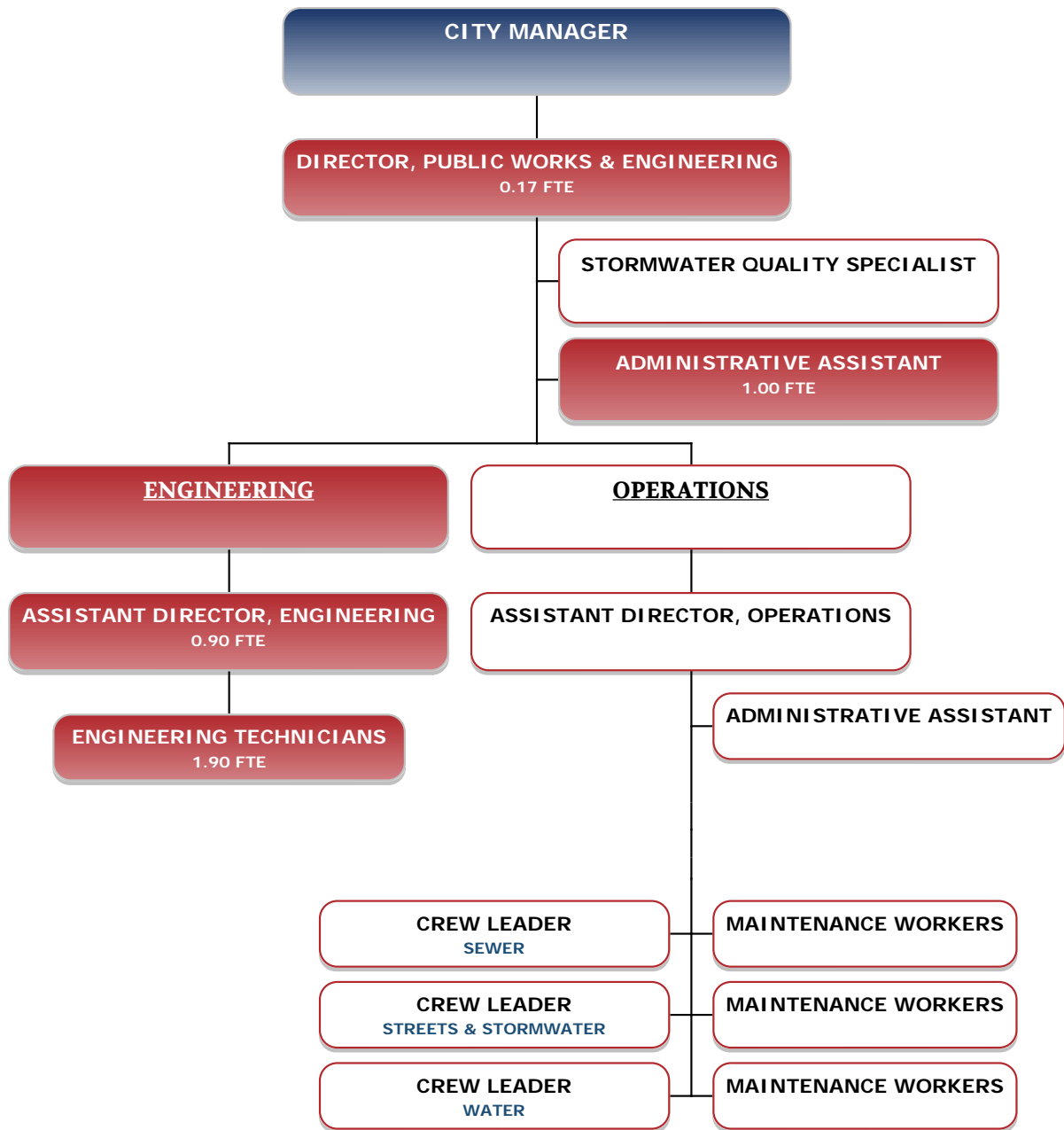
1. Completed an update to the City's Pavement Management System
2. Participated with the cities of Belton, Peculiar, and Pleasant Hill in a joint bid of street maintenance projects.
3. Participated in the MARC Transportation Priorities Committee which oversees the distribution of transportation funding.
4. Coordinated design and construction of the annual Street Preservation program, annual Curb Replacement program, FY 2017 Sidewalk Installation program, and other CIP Projects.
5. Completed an update to the City's Curb Replacement Plan
6. Negotiated a cost share and transfer of maintenance responsibility with the City of Kansas City for 155th Street and Bridge Replacement.
7. Conducted "Good Neighbor" meetings for the annual sidewalk program and proposed traffic and parking changes around Municipal Circle.

## SIGNIFICANT BUDGETARY ISSUES

There are no significant budgetary issues this fiscal year.



# PUBLIC WORKS ENGINEERING DIVISION



# ENGINEERING

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	356,845	341,241	359,727	359,727	351,079	370,018	370,018	370,018
Commodities	6,135	4,968	9,880	9,880	8,000	9,655	9,655	9,655
Maintenance and Repairs	3,680	2,357	4,500	4,500	3,000	4,500	4,500	4,500
Utilities	0	0	0	0	0	0	0	0
Contractual	14,738	21,114	23,224	23,224	21,874	23,224	23,224	23,224
Capital Outlay	0	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	11,624	11,624	11,624	11,624	11,624	11,624	11,624	11,624
<b>Total</b>	<b>393,022</b>	<b>381,304</b>	<b>408,955</b>	<b>408,955</b>	<b>395,577</b>	<b>419,021</b>	<b>419,021</b>	<b>419,021</b>

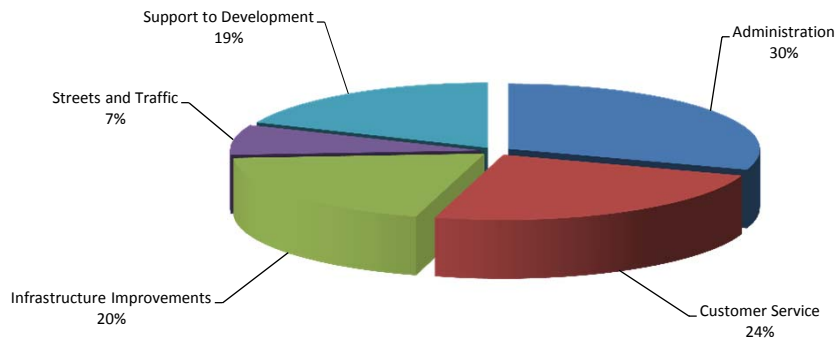
## Position Control Roster

	Actual	Actual	Adopted
Director, Public Works and Engineering	0.17	0.17	0.17
Assistant Director, PW-Engineering	0.90	0.90	0.90
Engineering Technicians	1.90	1.90	1.90
Administrative Assistant	1.00	1.00	1.00
<b>Total FTE</b>	<b>3.97</b>	<b>3.97</b>	<b>3.97</b>

## By Program

	Adopted
Administration	126,407
Customer Service	101,456
Infrastructure Improvements	81,972
Streets and Traffic	31,189
Support to Development	77,997
<b>Total</b>	<b>419,021</b>

Program as a Percentage of the Division Budget



# **PUBLIC WORKS**

## **OPERATIONS & MAINTENANCE DIVISION: STREETS**

The Operation & Maintenance Division includes four sections: Streets, Stormwater, Water, and Sewer. The Assistant Director of Public Works and the Administrative Assistant handle the administration of these sections. The Assistant Director of Public Works handles work detail, approval of work schedules, priority of work, and customer service. The Assistant Director of Public Works reports directly to the Public Works Director who approves all major decisions made by the Assistant Director of Public Works.

### **STREETS**

Streets is responsible for the maintenance of our street network. This includes right of way maintenance, pothole patching, street sign maintenance and new installation, crack sealing, asphalt paving, snow removal, pavement maintenance, and sidewalk evaluations and repairs. The Street Department is comprised of the Assistant Director of Public Works, Crew Leaders, Maintenance Workers, and the Administrative Assistant, all of whom also work in the Stormwater, Water, and Sewer.

### **PROGRAMS & GOALS**

#### **Administration**

This program includes administrative and managerial tasks required for the effective operation of the department including staff time spent on citywide policy issues, special projects, personnel management and budget administration.

#### **Customer Service**

This program involves responding in a timely and quality manner to citizen and staff inquiries.

#### **Street Maintenance**

The services in this program include those activities associated with streets, signs, curb, and sidewalks.

#### **Snow Removal**

The services provided in this program include removal of snow from the City's streets.

## GOALS

### **Administration**

1. Continue to implement career development/training plans for division employees.

### **Customer Service**

2. Respond to requests for service within 24 hours.

### **Street Maintenance**

1. Conduct crack sealing, pothole patching, and other maintenance operations associated with extending the life expectancy of Raymore's streets.
2. Regularly inventory, assess, and upgrade the City's current street signs and striping in accordance with MUTCD reflectivity standards
3. Inventory, assess and program sidewalk repairs throughout the City.
4. Explore inter-governmental relationships to positively affect city infrastructure.
5. Re-stripe arterial streets on an annual basis and 58 Highway on a semi-annual basis as needed.

### **Snow Removal**

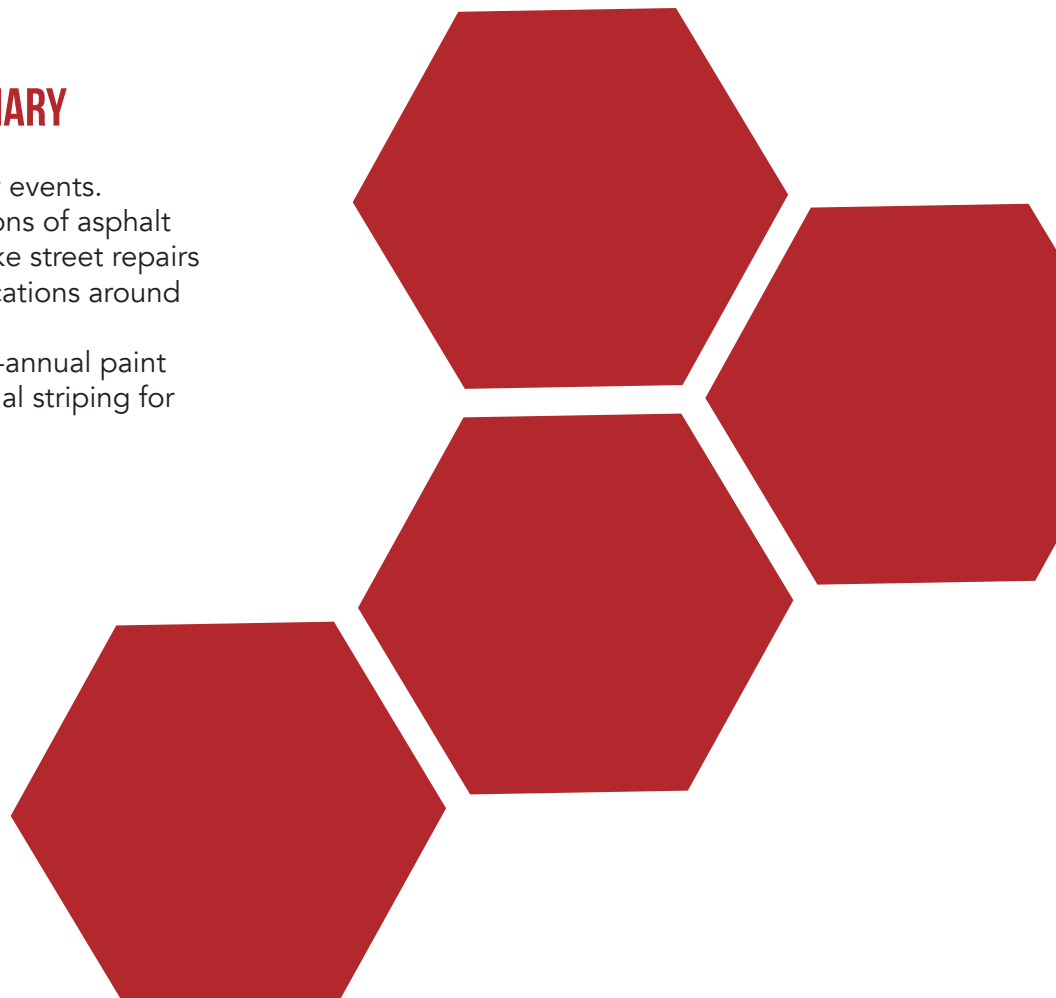
1. Perform an annual review of the Ice and Snow Control Policy to adjust to changes in street network and manpower.

## FY 2017 PERFORMANCE SUMMARY

1. Snow crews mobilized for 4 snow events.
2. Crews used approximately 300 tons of asphalt and 120 yards of concrete to make street repairs and patch potholes at various locations around the City.
3. Public Works continued the semi-annual paint striping for 58 Highway and annual striping for other locations.

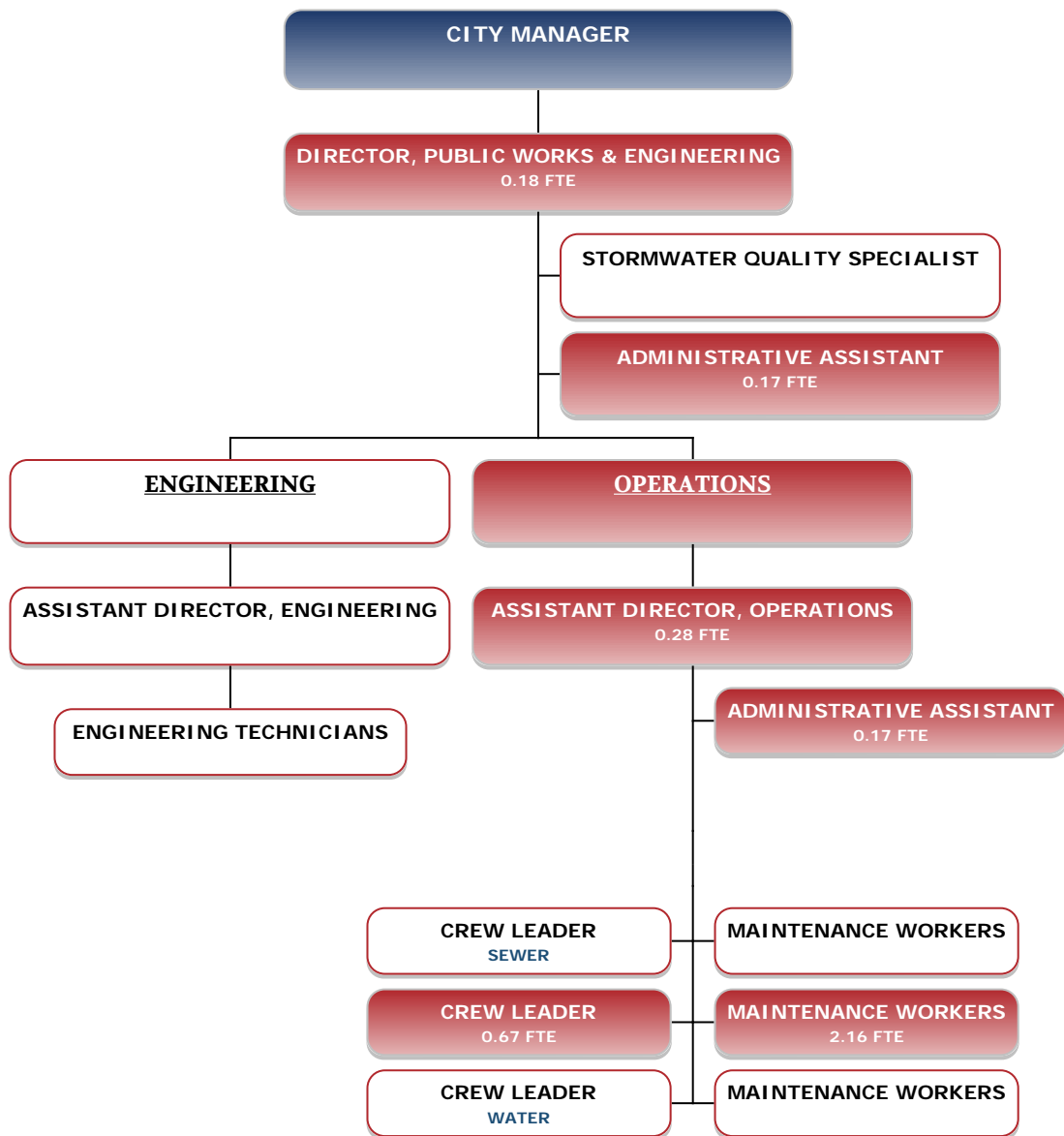
## SIGNIFICANT BUDGETARY ISSUES

1. This budget includes the cost of the City's participation in the annual MARC Household Hazardous Waste program. \$21,188
2. This budget includes the cost of materials for:
  - inclement weather treatment. \$67,500
  - right-of-way maintenance. \$29,000
  - street maintenance. \$70,000
3. This budget includes the following expansion item requests:
  - 15% funding for Additional Maintenance Worker \$8,184
  - utility locate vehicle \$25,000
  - 50% funding for Public Works Institute \$2,400
  - 50% funding for APWA Local conference \$1,250



# PUBLIC WORKS

## OPERATIONS & MAINTENANCE DIVISION: STREETS



# STREETS

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	251,503	232,577	307,888	307,888	252,091	313,688	313,688	313,688
Commodities	94,243	101,247	130,365	130,365	91,969	126,920	126,920	126,920
Maintenance and Repairs	46,568	48,011	65,500	65,500	53,000	65,500	65,500	65,500
Utilities	2,479	2,653	2,808	2,808	2,700	2,814	2,814	2,814
Contractual	501,697	472,385	260,310	285,310	388,950	279,497	279,497	283,147
Capital Outlay	64,150	68,725	0	0	0	0	0	25,000
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	94,018	94,209	96,787	96,787	96,787	96,851	96,851	96,851
<b>Total</b>	<b>1,054,660</b>	<b>1,019,806</b>	<b>863,658</b>	<b>888,658</b>	<b>885,497</b>	<b>885,270</b>	<b>885,270</b>	<b>913,920</b>

## Position Control Roster

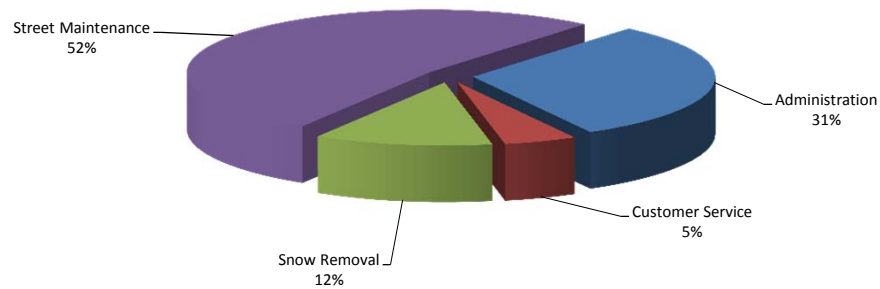
	Actual	Actual	Adopted
Director, Public Works & Engineering	0.18	0.18	0.18
Assistant Director, PW-Operations	0.28	0.28	0.28
Crew Leader	0.67	0.67	0.67
Maintenance Workers I & II *	2.16	2.16	2.31
Administrative Assistant	0.17	0.17	0.17
<b>Total FTE</b>	<b>3.46</b>	<b>3.46</b>	<b>3.61</b>

## By Program

	Adopted
Administration	282,077
Customer Service	44,494
Snow Removal	108,707
Street Maintenance	478,642
<b>Total</b>	<b>913,920</b>

\* FY18 Expansion request to add an additional FTE to be split with Streets, Storm Water, Water and Sewer

## Program as a Percentage of the Function Budget





# PUBLIC WORKS BUILDINGS & GROUNDS

The Buildings & Grounds Department is responsible for maintaining City buildings and grounds, and is managed by the Public Works Director. The department is responsible for the maintenance and care of municipal complex and mechanical equipment. The department staff cares for the facility on a day-to-day basis and consist of a Building Maintenance Technician with assistance from other members of the Parks Department to complete lawn care, landscaping, maintenance and repairs and contract management.

## PROGRAMS

This program area is responsible for the day-to-day maintenance, improvement and care of all existing city facilities and grounds, including City Hall.

## GOALS

1. Establish a level of service for maintenance of all buildings and public spaces **(2.2.1)**
2. Develop a long term maintenance plan and CIP for City Facilities
3. Perform an annual risk management inspection of City buildings and offices **(2.1.4)**
4. Assist in the development of a transition plan for safety regulations and ADA standards **(2.1.4)**

## FY 2017 PERFORMANCE SUMMARY

1. The lights in the administration portion of the Public Works Operations and Maintenance building were converted from fluorescent bulbs to LED bulbs resulting in an approximate 5% reduction in energy consumption.
2. The FY 2017 Budget included purchasing floor mats in lieu of continuing the lease program. The purchase has resulted in a cost savings of \$1,500.
3. Approximately 700 fluorescent bulbs were donated to the Raymore-Peculiar School District which resulted in a savings of \$400 due to the cost of \$0.58 per bulb for recycling.

## SIGNIFICANT BUDGETARY ISSUES

There are no significant budgetary issues this fiscal year.

# PUBLIC WORKS BUILDINGS & GROUNDS



# BUILDINGS & GROUNDS

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	124,978	134,572	138,711	138,711	132,575	150,621	150,621	150,621
Commodities	1,776	1,252	5,795	5,795	5,625	2,392	2,392	2,392
Maintenance and Repairs	18,784	11,692	23,020	23,020	19,000	23,020	23,020	23,020
Utilities	112,237	94,429	99,210	99,210	93,236	98,658	98,658	98,658
Contractual	24,499	31,446	36,980	36,980	36,480	36,330	36,330	36,330
Capital Outlay	0	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	0	0	0	0	0	0	0	0
<b>Total</b>	<b>282,274</b>	<b>273,391</b>	<b>303,716</b>	<b>303,716</b>	<b>286,916</b>	<b>311,021</b>	<b>311,021</b>	<b>311,021</b>

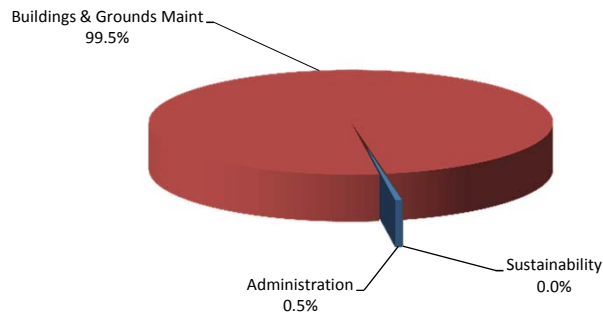
## Position Control Roster

	Actual	Actual	Adopted
Director, Public Works	0.15	0.15	0.15
Crew Leader, Parks Maintenance	0.25	0.25	0.25
Parks Maintenance Workers I & II	0.50	0.50	0.50
Office Assistant	0.05	0.05	0.05
Building Technician	1.00	1.00	1.00
Superintendent, Parks Operations	0.20	0.20	0.20
<b>Total FTE</b>	<b>2.15</b>	<b>2.15</b>	<b>2.15</b>

## By Program

	Adopted
Administration	1,700
Buildings & Grounds Maint	309,321
Sustainability	0
<b>Total</b>	<b>311,021</b>

## Program as a Percentage of the Function Budget





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# PUBLIC WORKS STORMWATER WATER QUALITY

The Stormwater Department's Water Quality division is responsible for the monitoring of the City's stormwater systems to ensure compliance with local, state and federal regulations.

Department staff perform tasks associated with the inspection and maintenance of our stormwater systems including detention ponds, stream buffers and erosion and sediment controls and all other elements of the stormwater conveyance system.

The Stormwater Department is made up of the Public Works Assistant Director, Stormwater Quality Specialist and the Administrative Assistant.

## PROGRAMS

### **Administration**

The services performed in this program include those administrative and managerial tasks required for the effective operation of the department including staff time spent on citywide policy issues, special projects not directly related to any other program, personnel management and budget administration.

### **Customer Service**

This program involves responding in a timely and quality manner to citizen and staff inquiries and service requests.

### **Pollution Prevention**

The services provided in this program area include the inspection and maintenance of the stormwater collection system which includes conduits, streams and ponds, and implementing all tasks outlined in the NPDES Phase II Permit. This includes tasks such as:

- Public Education and Outreach regarding stormwater quality.
- Increasing Public Participation in matters regarding stormwater quality.  
Detecting and eliminating illicit discharges.
- Inspecting construction sites for erosion and sediment control.
- Plan review and inspection of water quality measures.
- Educating staff on stormwater quality issues.

## GOALS

### **Customer Service**

1. Develop outreach and education giving residents the tools to improve privately owned streams and waterways. **(2.2.3)**
2. Explore opportunities to host more stream clean-up days.

### **Pollution Prevention**

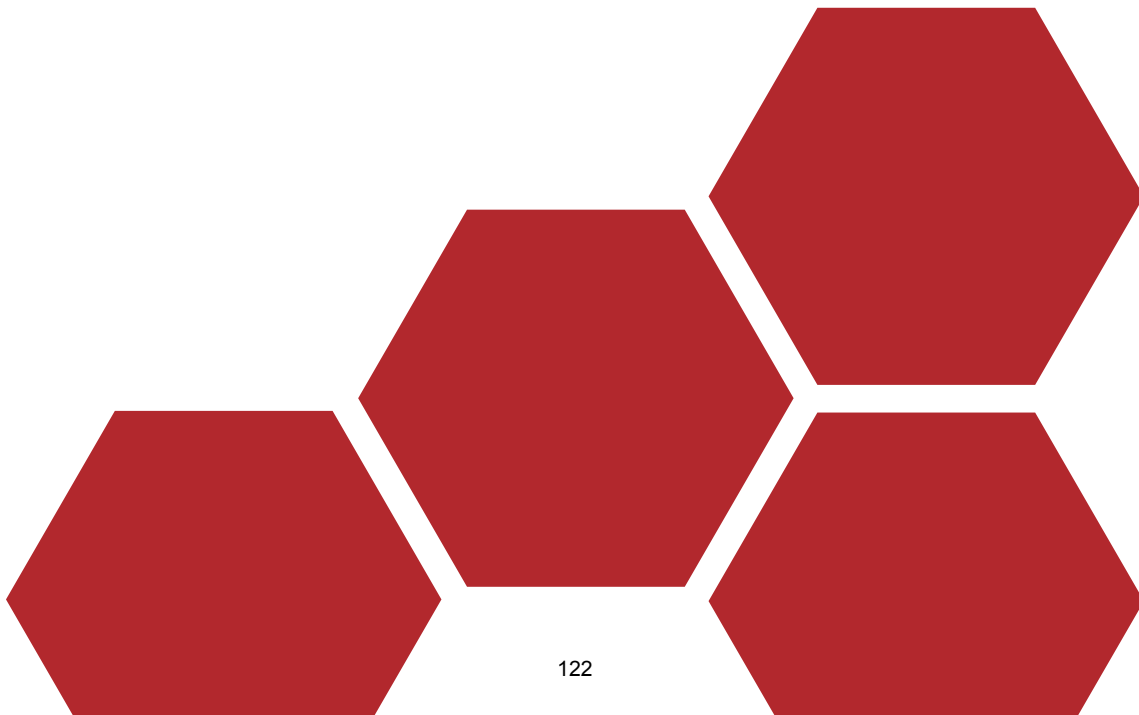
1. Explore opportunities to expand and enhance water quality treatment requirements related to development and redevelopment. **(2.2.3)**
2. Enhance preservation and improvement efforts for greenways and linear parks. **(2.2.3)**

## **FY 2017 PERFORMANCE SUMMARY**

1. Inspected all new residential and commercial sites for initial Erosion Control Compliance with ongoing inspection for all open building and grading permits.
2. Inspected all outfalls and priority areas on a semi-annual basis.
3. Completed an inventory of all public and privately held BMPs.
4. Conducted IDDE training for all Engineering, Parks and Public Works employees.

## **SIGNIFICANT BUDGETARY ISSUES**

No significant budgetary issues this fiscal year.



# **PUBLIC WORKS STORMWATER SYSTEM MAINTENANCE**

The Stormwater System Maintenance is involved in flood control, system maintenance and pollution prevention. Staff perform tasks associated with the inspection and maintenance of our stormwater systems including detention ponds, stream buffers and erosion and sediment controls and all other elements of the stormwater conveyance system.

System Maintenance is comprised of the Public Works Assistant Director, Crew Leaders, Maintenance Workers, and the Administrative Assistant.

## **PROGRAMS**

### **Customer Service**

This program involves responding in a timely and quality manner to citizen and staff inquiries and service requests.

### **Flood Control**

The services provided in this program area include tasks such as:

- administration of the Floodplain Ordinance,
- review of development plans to assure compliance with the City's stormwater runoff control requirements,
- investigation of stormwater related complaints.

### **System Maintenance**

The services provided in this program area include tasks such as:

- storm inlet cleaning and inspection,
- under road culvert cleaning and inspection.

## **GOALS**

### **Customer Service**

Respond to customer concerns/complaints in a timely manner.

### **Flood Control**

Inspect and clean as necessary major under road culverts on an annual basis.

### **System Maintenance**

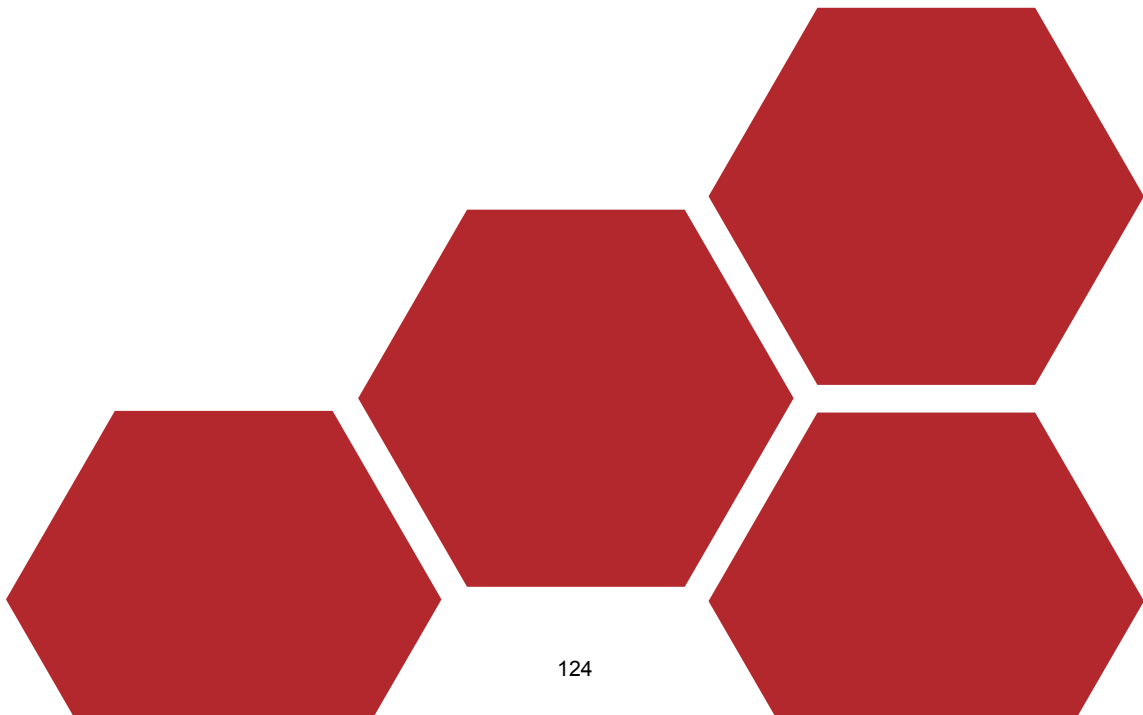
Clean and inspect inlet structures in accordance with the frequency established in the Department's Standard Operating Procedures.

## **FY 2017 PERFORMANCE SUMMARY**

1. Continued the catch basin inlet cleaning program. All major road culverts were inspected and cleaned as necessary and a storm inlet stenciling program was initiated. In FY 2017 864 inlet structures were inspected and cleaned.

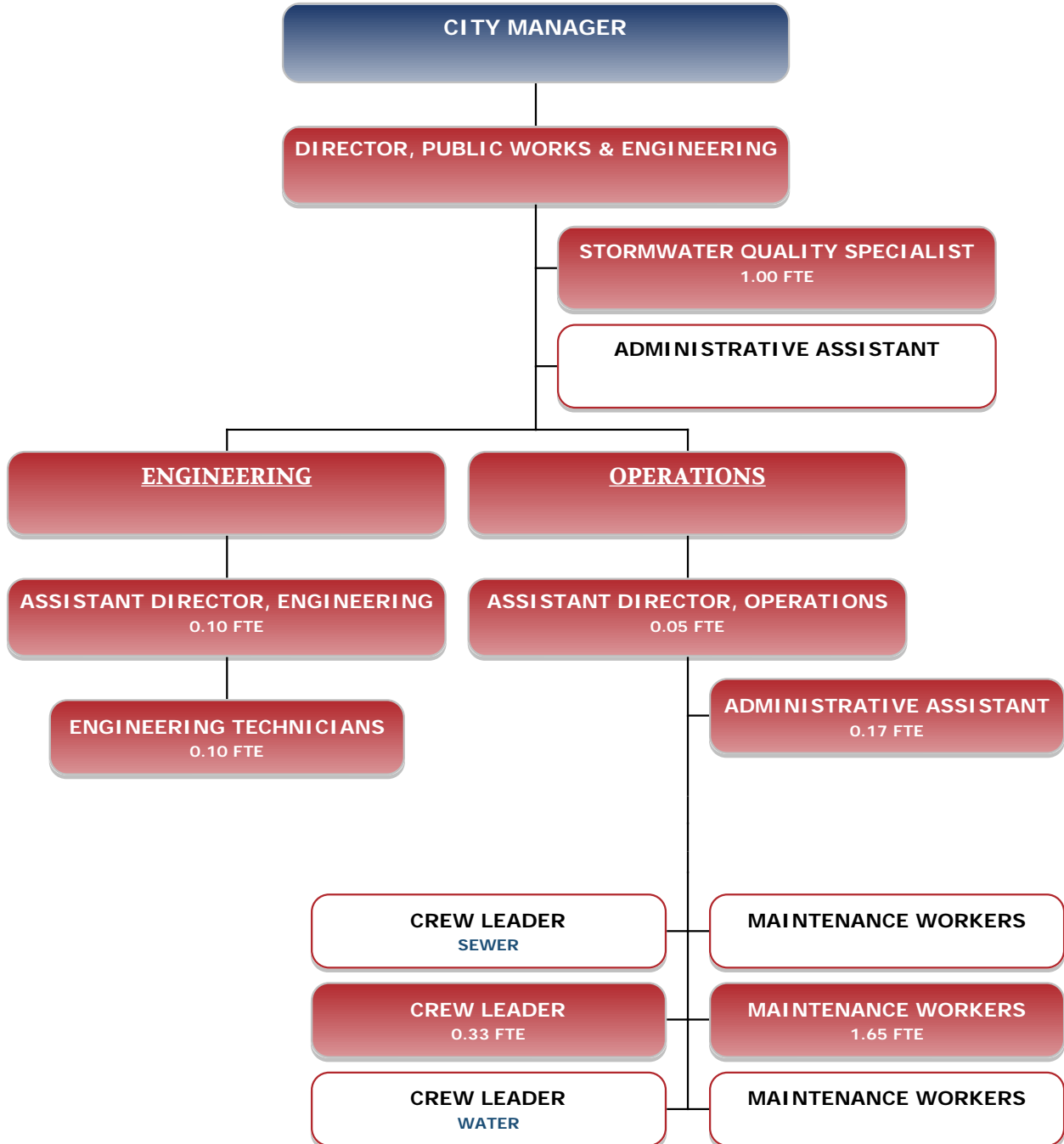
## **SIGNIFICANT BUDGETARY ISSUES**

2. 15% funding for an additional Maintenance Worker. \$8,184





# PUBLIC WORKS STORMWATER



# STORMWATER

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	194,076	241,209	273,014	273,014	256,052	268,223	268,223	268,223
Commodities	4,262	3,393	6,170	6,170	4,100	3,830	3,830	3,830
Maintenance and Repairs	5,489	2,804	8,500	28,500	45,208	8,500	8,500	8,500
Utilities	0	0	0	0	0	0	0	0
Contractual	47,219	7,367	11,000	11,000	9,800	8,500	8,500	8,500
Capital Outlay	0	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	0	0	0	0	0	0	0	0
<b>Total</b>	<b>251,047</b>	<b>254,774</b>	<b>298,684</b>	<b>318,684</b>	<b>315,160</b>	<b>289,053</b>	<b>289,053</b>	<b>289,053</b>

## Position Control Roster

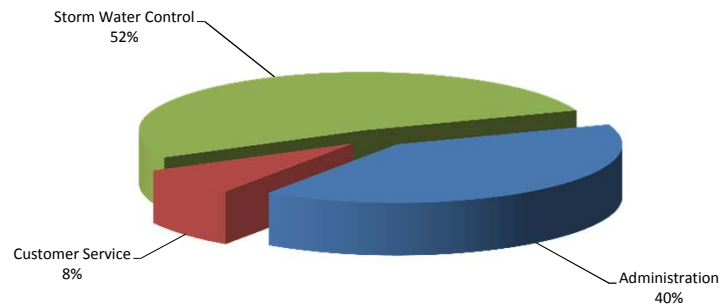
	Actual	Actual	Adopted
Assistant Director, PW - Engineering	0.10	0.10	0.10
Assistant Director, PW - Operations	0.05	0.05	0.05
Stormwater Quality Specialist	1.00	1.00	1.00
Administrative Assistant	0.17	0.17	0.17
Crew Leader Public Works	0.33	0.33	0.33
Maintenance Worker I & II*	1.50	1.50	1.65
Engineering Technicians	0.10	0.10	0.10
<b>Total FTE</b>	<b>3.25</b>	<b>3.25</b>	<b>3.40</b>

## By Program

	Adopted
Administration	115,987
Customer Service	22,392
Storm Water Control	150,674
<b>Total</b>	<b>289,053</b>

\* FY18 Expansion request to add an additional FTE to be split with Streets, Storm Water, Water and Sewer

## Program as a Percentage of the Function Budget



# MUNICIPAL COURT

The Raymore Municipal Court, as a division of the Cass County Circuit Court, has jurisdiction to hear and rule on all complaints under City Code. The Municipal Court maintains all files and documents necessary to schedule and conduct trials, pleas, pre-trial hearings, sentencing, probation revocation hearings, and post-trial motions related to violations of City Code. The mission of the court's staff is the fair and efficient administration of justice, to dispense equal justice to all, to provide courteous and respectful service to the public and to encourage respect for the rule of law. These responsibilities are carried out in three programs: Administration, Court Operations and Customer Service.

## PROGRAMS

### **Administration**

Administration provides services necessary to operate the department including probation programs, implementing new legislation, preparing and administering department budget, developing and implementing court policies and procedures, evaluating staffing requirements, supervising court personnel, attending training sessions, ensuring effective communication with Court staff, the public, Police Department and other city personnel.

### **Court Operations**

Court Operations adjudicates all code violations filed by the City Prosecutor, including all traffic tickets, domestic violence, common assault, drug possession, general ordinance violations, animal control violations, building/inspection code violations, zoning violations and any new violations approved by City Council.

### **Customer Service**

Customer Service provides permissible information about court cases to defendants, defense attorneys, other authorized City departments, witnesses, other government agencies and the public. Customer Service also collects fines, filing fees, and bail bonds and provides efficient and effective probation services.

## GOALS

### **Administration**

1. Completion of continuing educational units to maintain certification as Judge and Court Administrator.
2. Continued research, review, and utilization of practical alternative sentencing for appropriate defendants.
3. Continued intervention through education and self-help materials.
4. Implementation of new State Legislation and City Code.

### **Court Operations**

1. Continued improvement of communication with City Personnel, Police Department, Circuit Court, and the public.
2. Create new procedures to improve upon the organization and efficiency of the Municipal Court.
3. Create a spreadsheet that will better track bonds and make reconciliations easier.
4. Work towards the goal of becoming a paperless court.
5. Utilize InCode to it's full potential in day to day court operations.

### **Customer Service**

1. Continued service to the community with courtesy, efficiency, and professionalism.
2. Strive to return all phone calls and correspondence within 24 hours.

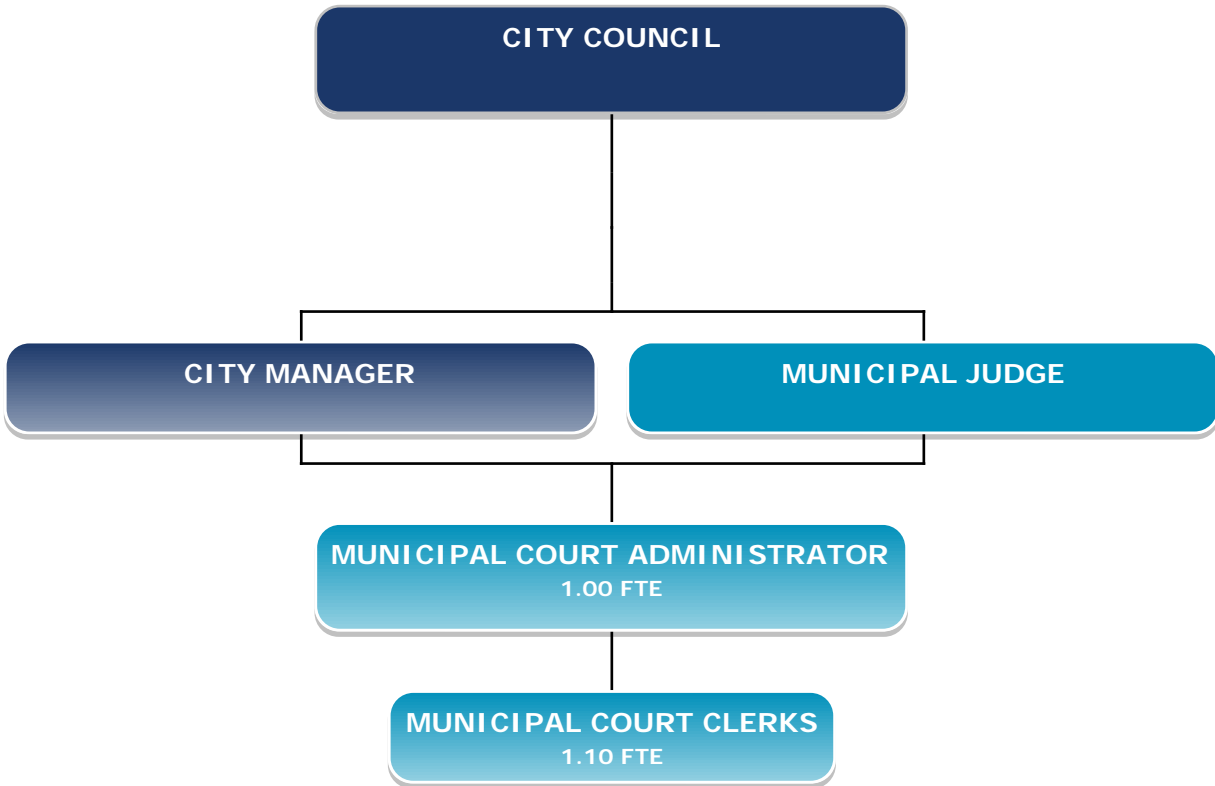
## FY 2017 PERFORMANCE SUMMARY

1. Implemented changes made by Senate Bill 572
2. Received 100% compliance rating from the Dept. of Revenue on the seven day traffic disposition reporting requirement.
3. Continued to accept attorney entries via e-mail. This allows for quicker interaction time for both the clerks and attorneys.
4. Continued to receive online payments allowing for citations to be processed in a more timely manner. This eliminates interruptions at the pay window and prevents manual processing errors.
5. The Judge and Court Administrator arraign defendants at the Belton jail between court dates. This process allows the Court to process the charge in a timely fashion, and eliminates the time and potential danger for the Raymore Police Department from transfers to and from the Raymore jail.
6. Implemented Online Record Search
7. Community Service offered in lieu of payment.
8. Added a 4:00 p.m. attorney docket.
9. Utilizing the State Contract with Language Line Solutions for interpreting services.
10. Completed continuing education hours required.

## SIGNIFICANT BUDGETARY ISSUES

This budget includes funding for the software upgrade expansion request. \$13,750

# MUNICIPAL COURT



# MUNICIPAL COURT

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	130,405	137,916	145,454	145,454	142,981	142,596	142,596	142,596
Commodities	1,398	2,023	2,536	2,536	2,536	2,901	2,901	2,901
Maintenance and Repairs	0	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0
Contractual	25,230	26,384	29,373	9,823	9,269	11,800	11,800	11,800
Capital Outlay	0	0	0	0	0	0	0	13,750
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	0	0	0	0	0	0	0	0
<b>Total</b>	<b>157,034</b>	<b>166,322</b>	<b>177,363</b>	<b>157,813</b>	<b>154,785</b>	<b>157,297</b>	<b>157,297</b>	<b>171,047</b>

\* FY17 reallocated a portion to Prosecutor to a separate department

## Position Control Roster

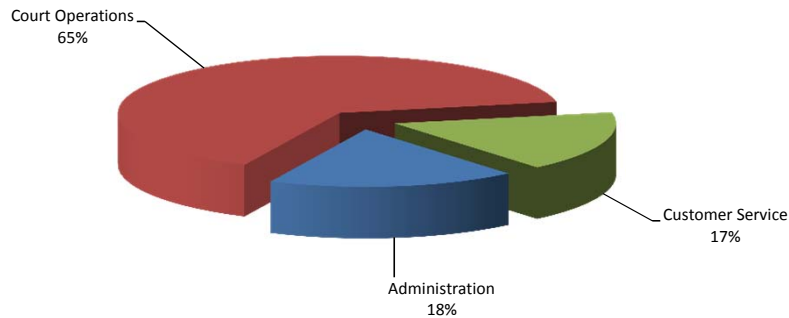
	Actual	Actual	Adopted
Municipal Court Administrator	1.00	1.00	1.00
Municipal Court Clerks *	0.725	1.10	1.10
<b>Total FTE</b>	<b>1.725</b>	<b>2.10</b>	<b>2.10</b>

## By Program

	Adopted
Administration	31,021
Court Operations	110,990
Customer Service	29,036
<b>Total</b>	<b>171,047</b>

\*FY17 increased FTE to include 1 full-time clerk and a part time clerk to assist during court

## Program as a Percentage of the Department Budget



# FINANCE

The Finance Department manages the day-to-day financial operations of the City including utility billing, purchasing, vendor payment and staff payroll.

The department also directs the city's overall financial planning, accounting, budgeting and cash/debt management. The Finance Department is responsible for the administration of the city budget, directly manages the Debt Service Funds, Internal Service Funds as well as the utility billing, debt service and the solid waste contract management within the Enterprise Fund.

The Finance Department leads the Capital Improvement Plan (CIP) Committee overseeing projects and funding within the capital project funds.

The department provides transparency and oversight to comply with federal, state and local laws to ensure the the City is being held accountable when it comes to the use of taxpayer funds. To meet the high level of transparency expected from this department, the professional staff develops and maintains internal controls and procedures to ensure the safekeeping of assets, investments and the effective collection of City revenues.

The Finance Department is divided into four programs of responsibility: Administration/Purchasing; Accounting/Payroll; Cash and Debt Management and Utility Billing.

## PROGRAMS

### **Administration/Purchasing**

Administration includes but is not limited to: providing department management, establishment of internal controls and procedures, development and administration of fiscal policy. Representation of the City to the public in matters of financial considerations, audit coordination, and budget preparation.

Purchasing includes all matters of procurement including but not limited to: quotes, requests for proposals, cooperative agreements, and contracts.

### **Accounting/Payroll**

Accounting includes reporting of the City's financial activity in compliance with federal, state and local requirements and in accordance with Generally Accepted Accounting Principles (GAAP) maintenance.

Payroll includes but is not limited to: collection and verification of timesheets, preparation of materials associated with the payroll function, preparation of payroll checks, preparation of payroll taxes and reports.

### **Cash and Debt Management**

Cash and debt management provides fiduciary and custodial duties for the City's cash and debt management policies, procedures and activities.

### **Utility Billing**

Providing accurate utility account management to over 7,200 service addresses and coordinating utility services between the Public Works Department and customers.

## **GOALS**

### **Administration/Purchasing**

1. Continuously explore and develop new funding sources to support city facilities. **(4.8.1)**
2. Effectively communicate and accurately report the City's financial information to all users with standardized reporting and easy to read, understandable budgets. **(4.3.2)**
3. Continuously review, update and revise all policies and procedures; stay abreast of the changing business climate and compliance with federal, state and local statutes, regulations and codes. **(4.3.1)**
4. Establish a strong connection between the budget and the strategic plan. **(4.3.2)**
5. Assure prudent use of public funds through effective procurement.

### **Accounting/Payroll**

1. Timely monthly and annual reporting of the City's financial activity with increased emphasis on "fund reconciliation" reporting. **(4.3)**
2. Refinement of the reporting and accounting of capital funds and debt service issues, to better present the annual budget and financial reports. **(4.3.2)**
3. Continue to process employee compensation accurately. Process taxes and reports to federal and state agencies on a timely basis.

### **Cash and Debt Management**

1. Maximize investment yields and minimize debt financing interest costs through continued analysis of internal and external economic influences and the establishment of benchmarks for investing.

### **Utility Billing**

1. Continue to refine the water and sewer rate model and present the annual proposed utility rates for Council's consideration.
2. Continue to transition the current utility meters into new Sensus technology.
3. Expand the use of statement billing, electronic billing and electronic notifications for utility billing.

## **FY 2017 PERFORMANCE SUMMARY**

1. Received the GFOA Distinguished Budget Presentation Award for the 13th year.
2. Received the GFOA Award of Financial Reporting Achievement on the City's Comprehensive Annual Financial Report (CAFR) for the sixth year.
3. Received the Agency Certification Award from Universal Public Procurement Certification Council (UPPCC) for the seventh year.
4. Worked with the City's Financial Advisor and the City Council on the final portion of the no tax increase bond issue for 2016/2017.
5. Ensured the City's compliance with all annual reporting for all outstanding debt in accordance with SEC reporting regulations.
6. Modified the monthly utility disconnection for non-payment to better follow the City Code, resulting in a 27% reduction in overall accounts receivable.
7. Installed a phone notification system to remind the utility customers of the due date and then again for the disconnection date.

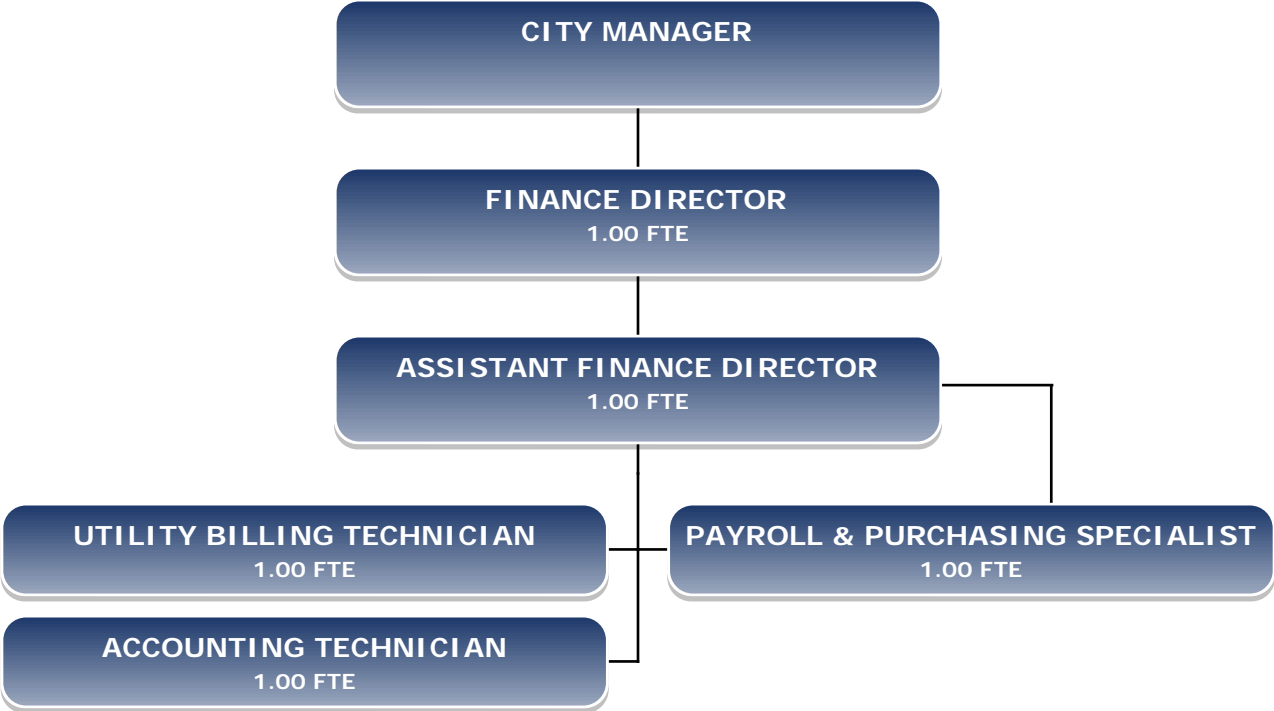
## **SIGNIFICANT BUDGETARY ISSUES**

This budget includes funding for:

1. The annual audit. \$28,000
2. Utility billing and credit card processing. \$119,090
3. Expansion request funding professional training. \$4,650



# FINANCE



# FINANCE

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	396,014	400,662	434,163	434,163	415,819	448,763	448,763	448,763
Commodities	7,926	9,335	9,650	9,650	9,804	11,542	11,542	11,542
Maintenance and Repairs	3,972	4,188	7,114	7,114	7,114	7,142	7,142	7,142
Utilities	0	0	0	0	0	0	0	0
Contractual	125,970	145,250	139,458	139,458	148,033	164,473	164,473	169,123
Capital Outlay	0	5,023	3,245	3,245	3,082	0	0	0
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	0	0	0	0	0	0	0	0
<b>Total</b>	<b>533,882</b>	<b>564,458</b>	<b>593,630</b>	<b>593,630</b>	<b>583,852</b>	<b>631,920</b>	<b>631,920</b>	<b>636,570</b>

## Position Control Roster

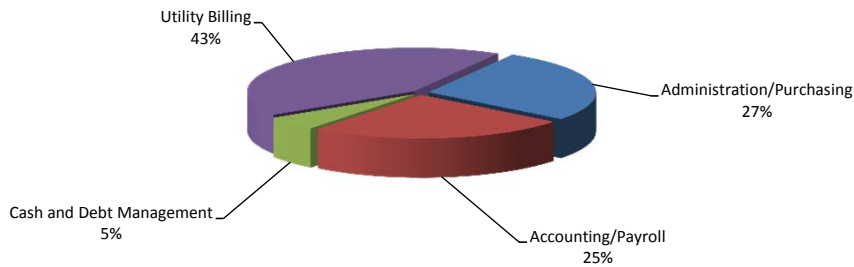
	Actual	Actual	Adopted
Director, Finance	1.00	1.00	1.00
Accountant*	1.00	0.00	0.00
Assistant Director, Finance*	0.00	1.00	1.00
Payroll & Purchasing Specialist	1.00	1.00	1.00
Accounting Technician	1.00	1.00	1.00
Utility Billing Technician	1.00	1.00	1.00
Administrative Assistant *	0.00	0.00	0.00
<b>Total FTE</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

## By Program

	Adopted
Administration/Purchasing	173,073
Accounting/Payroll	159,750
Cash and Debt Management	33,649
Utility Billing	270,098
<b>Total</b>	<b>636,570</b>

\* position was retitled in FY17 to better reflect the needs of the department

## Program as a Percentage of the Department Budget



# COMMUNICATIONS

The Communications Department promotes the City and staff to the community and region through unique and memorable storytelling. We do so by developing and implementing clear, consistent and engaging strategies that enhance public understanding of the City and local government as a whole. The Communications Department also works to inspire our residents to connect with one another through public, cultural events aimed at building a stronger community.

## PROGRAMS

### **Administration**

The administration of the Communications Department is dedicated to providing high quality support and customer service internally to all departments and employees at the City of Raymore.

The Communications Director develops speaking notes and materials for department heads, the City Manager and elected officials when they are offered the opportunity to speak in the community or at regional events. The department also works closely with local and KC regional media to respond to questions and ensure the City is well represented in all

media channels.

The Communications Director oversees the Communications Specialist, who manages a number of weekly, monthly and quarterly publications (both online and in print). These publications tell the City's overall story and lets residents know about what is happening in their community.

### **Arts Commission**

The Communications Department provides staff support to the Arts Commission and acts as a liaison to other departments on its behalf. The Arts Commission hosts a number of arts and cultural programs, including the annual Summer Scene arts & music festival. The Arts Commission also is the primary advisory body that manages relationships with local artists and selects artists/artwork to create unique public art for the City.

### **Digital/Social Media**

The Communications Department oversees the City's website, Report-a-Concern system and Social Media venues.

These three areas make up a considerable amount of resident interaction and have proven to be successful areas to connect with residents to provide high quality customer service.

## GOALS

### **Administration**

1. Develop a compelling community identity and brand. **(1.1)**
2. Enhance Internal and employee focused communications that give staff the opportunity to provide input on topics and recognize their good works. **(1.3.4)**
3. Develop an internal communications plan that better communicates to the public the work done by our employees **(4.3.3)**
4. Establish a report card for the City based on feedback garnered in the Reimagine Raymore community conversation and ETC community survey. **(4.4.3)**

### **Arts Commission**

1. Foster opportunities for all citizens to feel valued and connected within the Raymore community. **(1.3)**
2. Explore new opportunities for public art in new development and redevelopment areas. **(3.2.3)**

### **Digital/Social Media**

1. Continue to grow online venues that advertise and promote the City and its projects/programs **(1.3.1)**
2. Promote venues, both in-person and online, that allow residents to provide feedback and input on City issues. **(1.3.3)**

## FY 2017 PERFORMANCE SUMMARY

1. Established the City's first aerial photography system for events and City construction projects.
2. Successfully developed and implemented a Citywide rebranding effort. **(1.1.1)**
3. Oversaw the construction and installation of the City's two newest public art pieces.
4. Expanded the number of events sponsored/ hosted through the Raymore Arts Commission. **(3.2.3)**
5. Continued development and expansion of the City's website.
6. Positive growth and community outreach recognition through the City's social media platforms.
7. Led multiple community events to celebrate the opening of Centerview and the beginning of construction of Raymore Activity Center.
8. Managed to completion two major public art projects.

## SIGNIFICANT BUDGETARY ISSUES

1. Increase in professional development and membership budget reflects the expanded department and additional full-time staff member.
2. The City undertook a complete re-branding in the FY 2017 budget. As part of the continued roll-out of this branding, the branding budget will be moved to a marketing/branding budget under the Communications Department for FY 2018. \$30,000
3. Expansion request funding for new signage. \$20,000



# COMMUNICATIONS



# COMMUNICATIONS

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	0	0	0	154,940	154,591	199,168	199,168	199,168
Commodities	0	0	0	5,000	5,000	6,500	6,500	6,500
Maintenance and Repairs	0	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0
Contractual	0	0	0	39,950	33,950	92,100	92,100	92,100
Capital Outlay	0	0	0	0	0	0	0	20,000
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>199,890</b>	<b>193,541</b>	<b>297,768</b>	<b>297,768</b>	<b>317,768</b>

## Position Control Roster

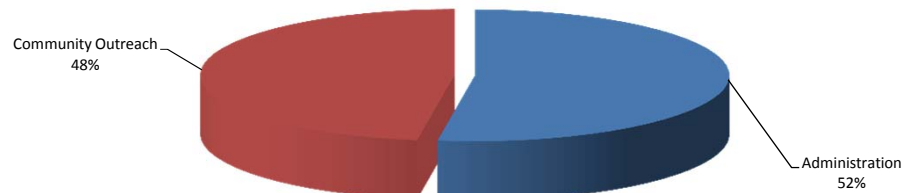
	Actual	Actual	Adopted
Communications Development Director*	0.00	1.00	1.00
Communications Specialist*	0.00	1.00	1.00
<b>Total FTE</b>	<b>0.00</b>	<b>2.00</b>	<b>2.00</b>

## By Program

	Adopted
Administration	166,348
Community Outreach	151,420
<b>Total</b>	<b>317,768</b>

\* FY17 budget amendment to reorganize and create a Communications Department and add the position, Communications Specialist.

## Program as a Percentage of the Department Budget



# PROSECUTING ATTORNEY

The Prosecuting Attorney Department was created in 2017 in order to comply with mandates that the court administration and Prosecuting Attorney functions be distinctly separate.

The Prosecuting Attorney is a contracted service, with a two year term, appointed by the Mayor with the advice and consent of six (6) out of eight (8) members of the entire City Council. The Prosecuting Attorney prosecutes violations of the City ordinances before the Municipal Court.

## GOALS

1. Completion of continuing educational units to maintain certification as Prosecutor.
2. Compliance with new State Legislation and City Ordinances.
3. Continued improvement of communication with City Personnel, Police Department, Circuit Court, and the public.
4. Timely review of charges and probable cause statements with Police Department.
5. Timely filing of charges with Municipal Court.

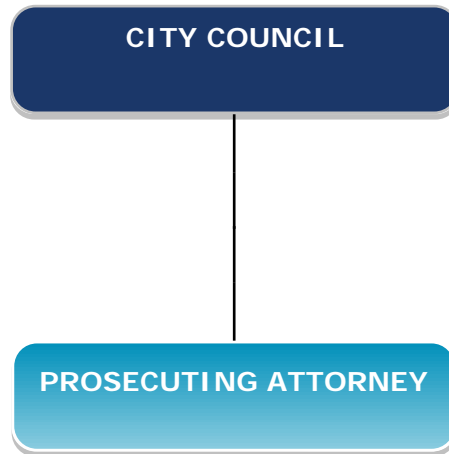
## FY 2017 PERFORMANCE SUMMARY

1. Implemented requirements mandated by Senate Bill 5 and 572 upon signature of the Governor.
2. Made procedural changes to better comply with Senate Bill 572
3. Completed continuing education hours required.

## SIGNIFICANT BUDGETARY ISSUES

No significant budgetary issues this fiscal year.

# PROSECUTING ATTORNEY









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# POLICE DEPARTMENT ADMINISTRATION

The Raymore Police Department is charged with providing superior police service to the community 24 hours a day, year-round. This includes, but is not limited to, answering calls for service, conducting community policing activities, education and outreach, crime prevention, enforcement of local, state and federal laws including traffic ordinances, protecting persons and property within the city limits, investigating crimes, and assisting other law enforcement agencies and community partners.

## PROGRAMS

### **Administration**

The leadership and administrative oversight of Police Department operations is the duty of the command staff. This team is comprised of the Chief of Police, the Operations Division Captain, the Support Services Division Captain, the Support Lieutenant, the Operations Lieutenant, and the Emergency Management Director.

The Police Department performs its mission and goals by separating the organization into two divisions, Operations and Support Services, which are further divided into areas of expertise and staffed by specially trained personnel. Both Division Captains and the Emergency Management Director report directly to the Chief of Police.

The management and direction of the Police Department includes, but is not limited to: addressing citizen concerns and complaints, tracking and addressing crime trends, patterns and sprees, ensuring adequate staffing levels, mandating and securing appropriate training for all department members, providing timely direction, training or discipline in personnel issues, strategic planning, budget preparation and control, purchasing, proper maintenance and allocation of resources, and the coordination of all emergency preparedness activities.

## GOALS

1. Maintain an efficient, properly trained staff to meet community needs. **(2.1.1)**
2. Plan deployment according to identified areas of concern. **(2.1.1)**
3. Respond to citizen concerns/complaints within 24 hours. **(1.2.3)**
4. Provide professional customer service with every contact. **(1.3.1)**
5. Address internal issues swiftly and fairly. **(4.2.2)**

## FY 2017 PERFORMANCE SUMMARY

1. Partnered with the Raymore Fall Festival Committee and conducted a crime prevention event in conjunction with the Fall Festival.
2. Applied for and received grant funding from the Missouri Division of Highway Safety for continued STEP traffic enforcement activities.
3. The Police Firing Range became fully operational.
4. Creation of a model court/police procedure to create a separation, thereby ensuring compliance with Missouri Senate Bill 5. This included a computer module that allows electronic review of citations by the prosecutor and placement of a REJIS terminal with the Court Administrator.
5. Conversion of police policy manual to Lexipol.
6. Computer upgrade of vehicle terminals allowing records checks by police officers.

## SIGNIFICANT BUDGETARY ISSUES

There are no significant budgetary issues this fiscal year.

# POLICE DEPARTMENT OPERATIONS DIVISION

A Captain commands the Operations Division, which is made up of the Patrol and Investigations Units. Division members are all sworn law enforcement officers and perform their assigned street patrol or investigative duties in both a uniform or plain clothes capacity. The Division Captain, Patrol Lieutenant and Sergeants of the units manage their assignments by planning, assessing, and staffing to most effectively deliver police services to the community. This division contains the largest number of staff members within the Police Department and is most often the initial point of contact with the community. Open, proactive communication with all partners is critical for the Police Department to be successful.

## PROGRAMS

### **Patrol Unit**

The Patrol Unit has allocated staffing of four Sergeants and 18 Patrol Officers. This number does not include a current complement of four reserve officers (former full-time members of the department now employed elsewhere) available for call-in during special events and staffing shortages. The Patrol Unit provides a variety of services such as: 24-hour uniformed police presence, response to calls for service, completion of offense reports, performance of preliminary criminal investigations, enforcement of traffic laws, investigation of traffic crashes, prevention

of criminal behavior through police presence and arrest of offenders for violations of city ordinance, state statute and federal law. Service is also provided through the maintenance of community policing and crime prevention programs, including the Citizen's Police Academy, School Youth/Community Outreach Officer, House/Neighborhood Watch, child fingerprinting and bicycle safety seminars, Raymore Fall Festival Crime Prevention partnership, prescription drug take-backs, presence at City special events, Crisis Intervention, and Chaplain Program.

Several members of the patrol staff are specially trained to provide a variety of additional police services, including the bicycle patrol, crisis intervention, tactical team, accident reconstruction and computer voice stress analysis.

### **Investigations Unit**

The Investigations Unit is made up of specially trained and designated investigators who conduct criminal, special, and juvenile investigations. Personnel also conduct investigations on narcotic, liquor and vice violations; work with local, state and federal investigators to assist in criminal investigations within the Kansas City Metro area; and are active members with the Metro Squad. They also provide security checks for area businesses and speak at local seminars, business and community groups in an attempt to help detect and prevent crimes. They

assist the Patrol Unit with day-to-day activities by obtaining search and arrest warrants and assisting with crime scene processing. Background investigations and maintaining intelligence information are also the responsibility of assigned personnel.

The Investigations Unit is staffed with one Detective Sergeant, two Detectives and the School/Youth Community Outreach Officer. The investigators are responsible for the investigation of criminal and juvenile cases, detection and arrest of criminal offenders, location of missing persons and runaway juveniles, recovery of lost and stolen property, proper conduct of fugitive extradition proceedings, and investigating conditions relating or contributing to criminal activity. The Outreach Officer is responsible for scheduling and conducting community events such as the Community Against Crime/Fall Festival, Citizen's Police Academy, crime prevention presentations, neighborhood meetings and special activities such as the secure shred event.

## GOALS

### **Patrol**

1. Enhance citizen satisfaction through community policing activities and focused training in customer service. **(2.1.1 & 2.1.3)**
2. Provide a safer community for citizens through the use of crime prevention techniques and the apprehension of offenders. **(2.1.1)**
3. Reduce the number of traffic accidents through citizen education and aggressive enforcement at high crash locations. **(2.3.2)**
4. Attend neighborhood association and community meetings to provide training and/or crime data as requested. **(2.1.1)**
5. Provide appropriate and timely response to all requests for police service. **(1.2.3)**

### **Investigations**

1. Make Raymore a safer community by meeting or exceeding the national clearance rate for Part I and Part II Crimes. **(2.1.1)**

2. Carry a lower than average caseload per detective to provide more focused, high-quality investigations.
3. Continue specialization through training to more effectively investigate cases.
4. Enhance interaction with the Cass County Prosecutor and Juvenile Office.

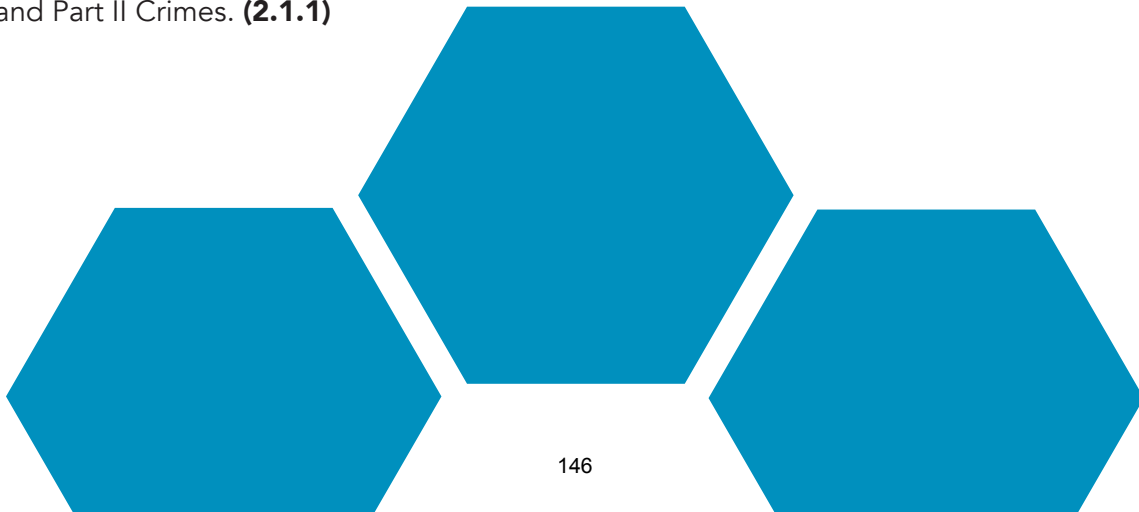
## FY 2017 PERFORMANCE SUMMARY

1. Held a Fall Citizen's Police Academy class.
2. Hired two new police officer for existing vacancies.
3. Conducted citywide drivers training and road/vehicle safety programs available to all members of the community.
4. Partnered in two National Drug Take Back events.
5. Added a new bicycle officer.
6. Partnered with Juvenile Court for a Youth Diversion Program.
7. Conducted one secure city-wide shred event at City Hall.

## SIGNIFICANT BUDGETARY ISSUES

This budget includes the following expansion items requests:

- 4 patrol bicycles \$10,000
- patrol vehicle cargo boxes \$20,000
- establishment of a drone program \$30,000



# POLICE DEPARTMENT SUPPORT SERVICES DIVISION

The Support Services Division is commanded by a Captain and includes emergency dispatch, animal control services, preservation of property and evidence in control of the Police Department, and maintenance of all Police Department records. The Division Captain is also responsible for oversight of all purchasing and supply, coordination of planning and research, policy development, public information, budget and fiscal responsibilities, and grant management.

A Lieutenant assigned to Support Services coordinates all police department information and technology needs with the City's Information Technology Services Department. This includes: mobile and hand-held radios, in-car computers and video cameras, audio and video reproduction requests and responsibility for the police department fleet.

This Division maintains files on licensed firearms dealers and processes applications for solicitors requesting approval to operate within the corporate limits of Raymore.

## PROGRAMS

### **Communications Unit**

The Police Department Communications Unit has allocated staffing of one civilian Communications Supervisor, eight civilian Communications Officers, and several on-call positions. The Unit is one of

five public safety answering points (PSAPs) in Cass County and provides continuous 9-1-1 emergency service telephone and radio dispatch functions for the Raymore Police Department, Peculiar Police Department, and the South Metro Fire Protection District. In addition, the members of the Communications Unit are responsible for the operation of local, state and federal computer database systems, which provide information regarding driving records, vehicle registration, warrants and homeland security communications. Members of the unit are also specially trained to provide emergency medical dispatching services as needed.

### **Animal Control**

Two full-time employees are responsible for the coordination of all animal control activities within the city limits of Raymore. Assigned personnel ensure public safety and animal welfare by providing quality animal control of domestic and non-domestic animals within the city limits. This includes, but is not limited to: response to calls on animals that are wild, stray and those running at large, issuance of citations, care of animals and shelter upkeep, adoption, pet vaccination, licensing and micro-chipping.

## **Property and Evidence**

One full-time Property and Evidence Technician is responsible for all aspects associated with the orderly maintenance and chain of custody control of evidence and property collected, seized, or otherwise obtained by members of the Police Department for the purpose of safekeeping and/or use as evidence in the prosecution of criminal cases. This includes: return of items to rightful owners, escheatment of seized funds to state and other agencies, provision of items for auction, preparation for court appearances by officers and personal court testimony, as well as property destruction.

## **Records**

One full time Custodian of Records is responsible for maintenance of all police records. This includes: filing, reproduction and overall management of all incident reports generated by the Police Department, including vehicular accidents, arrest jackets, response to open records requests, preparation of documents for courtroom testimony and provision of information to local, state, and national computer databases.

## **GOALS**

### **Overall Support Services**

1. Maintain excellent customer service through prompt/professional citizen contacts. **(1.2.3)**

### **Animal Control**

1. Promote community awareness of animal safety through education and enforcement. **(2.1.1)**
2. Maintain a humane shelter environment for all animals.
3. Provide a 100% rate of compliance with the state-mandated spay/neuter program.
4. Continue animal adoption initiatives.
5. Conduct microchip events for Raymore pets.

### **Property and Evidence**

1. Continue the systematic review process for the timely return, destruction or sale of property and evidence that no longer needs to be held by the Department.

## **Records**

1. Continue with the systematic process for the collection, dissemination, retention and destruction of all records; to include offense reports, accidents, arrests, and traffic citations.
2. Ensure accurate and timely dissemination of data. **(1.2.3)**

## **Communications**

1. Maintain 100% compliance with emergency medical dispatch certifications. **(2.1.1)**
2. Maintain 100% compliance with state-mandated training requirements.
3. Maintain 100% compliance with CJIS requirements and certifications.

## **FY 2017 PERFORMANCE SUMMARY**

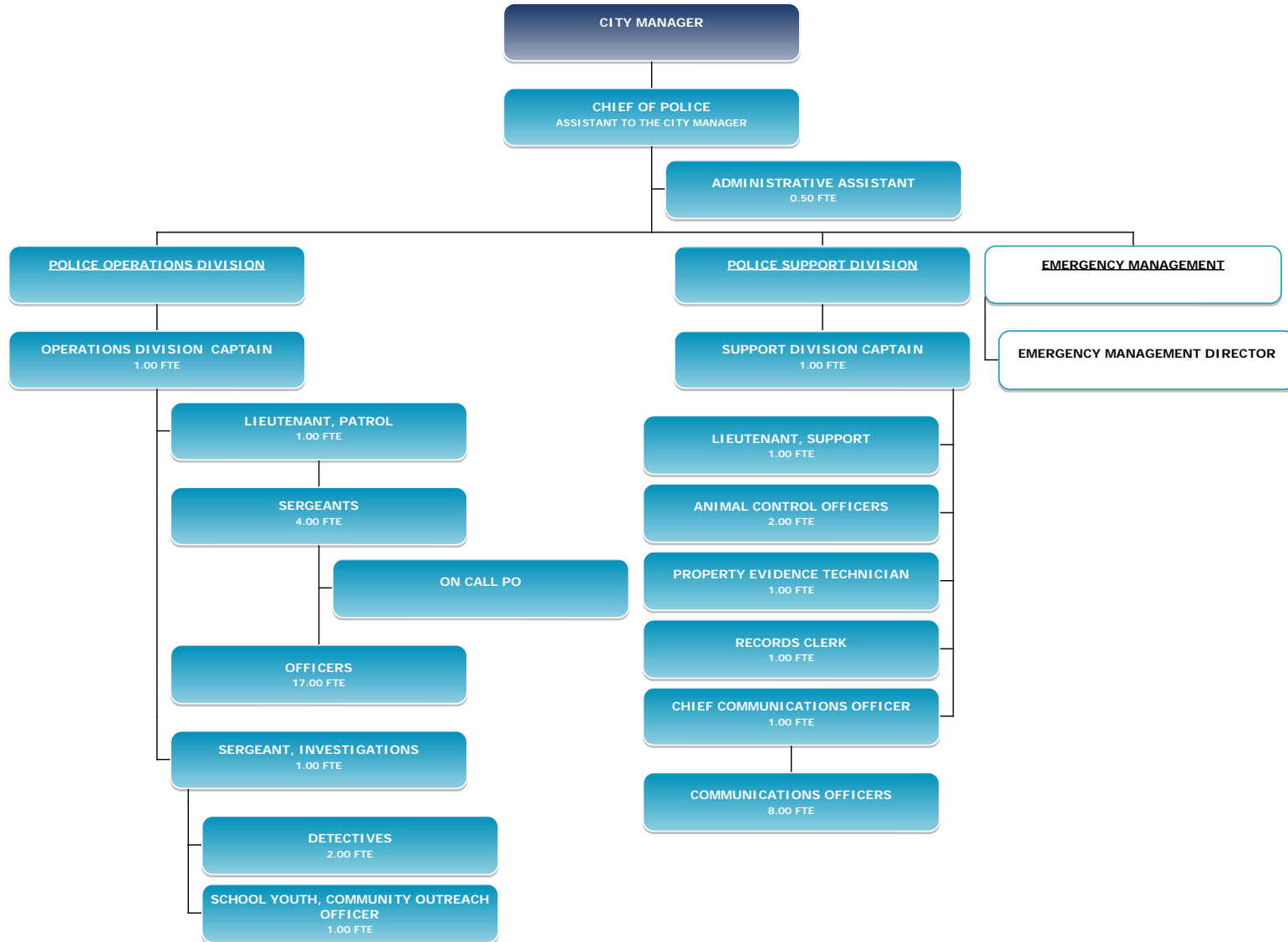
1. Transitioned three vehicles in the marked police fleet from Dodge Chargers to Ford Explorers.
2. Hired two full-time and one part-time dispatcher.
3. Hired one full-time Animal Control Officer to fill an existing vacancy.
4. Animal Control conducted a tremendously successful pet vaccination, licensing, microchipping event at Foxwood Springs, with a 67% increase in the number of animals processed compared to the previous year.
5. Raymore Communications Officers handled approximately a 30% increase in calls for service.
6. The Property and Evidence Technician properly disposed of items of recovered property for an increase of approximately 180%.

## **SIGNIFICANT BUDGETARY ISSUES**

1. This budget includes replacement of a speed trailer that has ceased to be operational. \$8,000
2. This budget includes replacement of three dispatcher chairs. \$5,200



# POLICE DEPARTMENT



# POLICE

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	3,090,648	3,105,419	3,616,122	3,616,122	3,421,271	3,791,779	3,791,779	3,791,779
Commodities	108,441	93,866	116,400	116,400	109,336	104,150	104,150	104,150
Maintenance and Repairs	26,746	18,402	22,000	22,000	22,000	22,000	22,000	22,000
Utilities	0	0	0	0	0	0	0	0
Contractual	70,903	84,752	109,645	109,645	100,022	100,624	100,624	100,624
Capital Outlay	0	0	0	0	0	0	0	60,000
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	132,381	132,918	97,466	97,466	97,466	98,780	98,780	98,780
<b>Total</b>	<b>3,429,120</b>	<b>3,435,356</b>	<b>3,961,633</b>	<b>3,961,633</b>	<b>3,750,095</b>	<b>4,117,333</b>	<b>4,117,333</b>	<b>4,177,333</b>

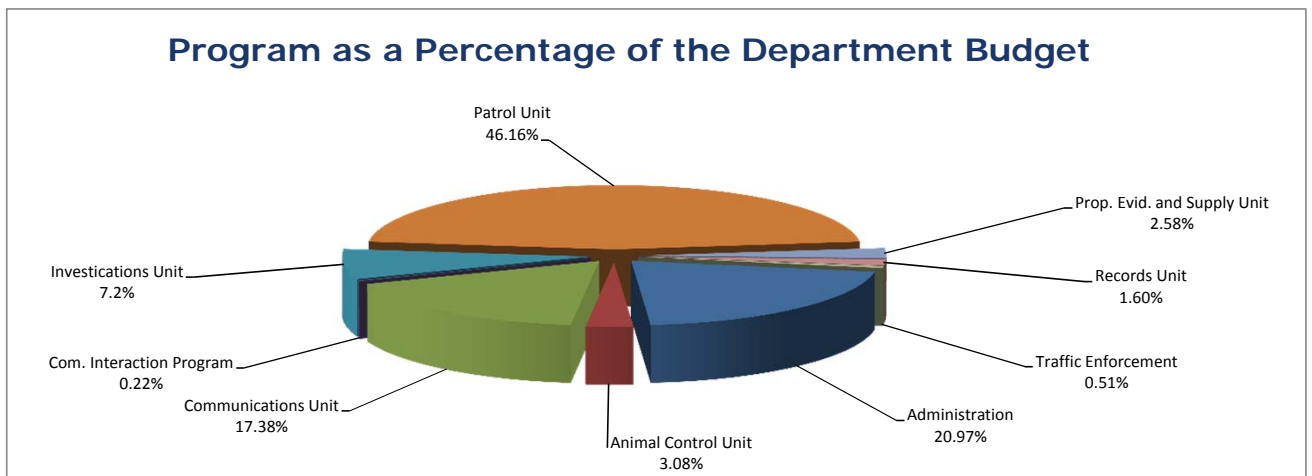
## Position Control Roster

	Actual	Actual	Adopted
Chief of Police *	0.80	1.00	1.00
Police Captain	2.00	2.00	2.00
Police Lieutenant	2.00	2.00	2.00
Police Patrol Sergeant	4.00	4.00	4.00
Police Detective Sergeant	1.00	1.00	1.00
Police Detective	2.00	2.00	2.00
Police Officer	18.00	18.00	18.00
Chief Communications Officer	1.00	1.00	1.00
Communications Officer	8.00	8.00	8.00
Animal Control Officer	2.00	2.00	2.00
Administrative Assistant	0.50	0.50	0.50
Property & Evidence Clerk	1.00	1.00	1.00
Police Records Clerk	1.00	1.00	1.00
<b>Total FTE</b>	<b>43.30</b>	<b>43.50</b>	<b>43.50</b>

## By Program

	Adopted
Administration	875,811
Animal Control Unit	128,639
Communications Unit	726,096
Com. Interaction Program	6,270
Investigations Unit	316,211
Patrol Unit	1,928,128
Prop. Evid. and Supply Unit	107,837
Records Unit	66,974
Traffic Enforcement	21,367
<b>Total</b>	<b>4,177,333</b>

\* FY17 reorganization eliminated the Chief of Police as the Director and promoted the Coordinator



# EMERGENCY MANAGEMENT

Raymore Emergency Management is responsible for the planning and management of resources during local and regional emergency events that affect the citizens of Raymore. An essential component of the department is communication, notably in community outreach, public education, and organization of volunteers (CERT) to the City of Raymore. Other responsibilities include but are not limited to the development and update of policies, procedures and plans that conform to state and national guidelines. Efforts focus on the execution of all emergency and disaster operations and provision of support and assistance to other agencies in the greater metropolitan area. Actions to mitigate, prepare for, respond to and recover from the effects of an emergency, disaster, or catastrophic event are coordinated through this office. Raymore Emergency Management is constantly promoting citizen preparedness and best practices in dealing with emergencies.

The Emergency Management Director has overall authority for all activities related to emergency management and reports to the Chief of Police. During an emergency or disaster, Emergency Management may assign various department heads to certain functions or coordinate mutual-aid assistance from other local, state and federal governments to accomplish the critical response and recovery from such events.

Department management, procurement of

equipment and resources, policy and procedure review and implementation, long and short-range budgeting and planning as well as emergency preparedness are the primary functions of Emergency Management. Coordination of resources and tracking availability of these resources in the event a need arises are critical to providing an effective emergency management response. Additional responsibilities include maintaining and operating the emergency operations center and alternate emergency communications operations (Mobile Command and Communications trailer) and developing contingency plans should the emergency operation center need to be outside the Raymore area.

## GOALS

1. Review, update and implement policies and procedures for emergency preparedness to maintain compliance with State and Federal requirements.
2. Monitor local, regional and national homeland security issues or events (including budgetary concerns) and localized emergencies for dissemination of information and response to any event.
3. Continue professional development in emergency management, disaster preparedness and recovery,

- homeland security and other areas pertinent to the City's emergency management program.
4. Broaden and enhance the comprehensive emergency preparedness educational program for employees and the community **(2.3.2)**.
  5. Represent the City on the Metropolitan Emergency Managers Committee, Local Emergency Planning Committee, Regional Homeland Security Coordinating Council, Integrated Warning Team and as a member of the International Association of Emergency Managers (IAEM) **(1.2.2)**.
  6. After opening one approved shelter, staff will finalize a network of Red Cross approved shelters in order to meet the goal of sheltering ten percent of the population and create the guidelines for opening and staffing the shelter through the first 24 hours of an event.
  7. Continue to broaden the social media presence of Emergency Management and work toward building a sustained audience in order to promote preparedness and community involvement **(2.1.2)**.
  8. Investigate and explore additional emergency management funding opportunities through regional, state, and federal grants **(4.3.1)**.
  9. Change the Local Emergency Operations Plan from an annex format to an ESF (Emergency Support Functions) plan to better align with regional and state plans. This process will take approximately one year and will involve discussions with stakeholders throughout our government and community.
4. Participated in the Region A cybersecurity exercise, workshops, discussions, and tabletop exercise.
  5. Continued the public outreach campaign to promote individual, family, and business preparedness. This included presentations at area businesses, organizations, and schools as well as appearances on Foxwood TV and articles in local print.
  6. Created two volunteer coordinator positions for the CERT program. The coordinators conduct day-to-day operations of the CERT program, to include communications, organize meetings and guest speakers.
  7. Participated in several local and regional training exercises throughout the metropolitan area in conjunction with the state and other local agencies.
  8. Continued participation in conferences and professional development on a wide range of issues impacting emergency management functions.

## SIGNIFICANT BUDGETARY ISSUES

Each year, the City of Raymore relies heavily on the Emergency Management Performance Grant (EMPG) to cover nearly half of the costs associated with the Emergency Management Department. Funding for EMPG is routinely given midway through our current fiscal year and thus it can be very difficult to know how much money will be awarded through the grant. Additionally, since the grant is a federal award, budget considerations occurring in Washington D.C. can have a significant impact on funding at the local level. It will be important to continue to look for other sources of funding to continue to maintain and expand the outreach of our Emergency Management program.

## FY 2017 PERFORMANCE SUMMARY

1. Continued as administrator for the regional credentialing system for Cass County to print and credential first responders.
2. Accepted a co-chair position on the Integrated Warning Team committee that serves the MEMC and helped plan and lead the annual IWT day-long regional conference in February.
3. Responded and opened the Emergency Management Office during several severe weather events.

# EMERGENCY MANAGEMENT



# EMERGENCY MANAGEMENT

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	85,167	95,124	107,280	107,280	107,024	104,532	104,532	104,532
Commodities	3,749	2,003	5,821	5,821	4,860	5,973	5,973	5,973
Maintenance and Repairs	10,397	9,288	9,390	9,390	8,812	8,750	8,750	8,750
Utilities	0	0	280	280	250	240	240	240
Contractual	4,661	3,524	7,097	7,097	6,302	6,150	6,150	6,150
Capital Outlay	4,776	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	3,936	3,936	3,936	3,936	3,936	3,936	3,936	3,936
<b>Total</b>	<b>112,686</b>	<b>113,874</b>	<b>133,804</b>	<b>133,804</b>	<b>131,184</b>	<b>129,581</b>	<b>129,581</b>	<b>129,581</b>

## Position Control Roster

	Actual	Actual	Adopted
Chief of Police *	0.20	0.00	0.00
Emergency Management Director *	0.00	1.00	1.00
Emergency Management Coordinator *	1.00	0.00	0.00
<b>Total FTE</b>	<b>1.20</b>	<b>1.00</b>	<b>1.00</b>

## By Program

	Adopted
Administration	129,581
<b>Total</b>	<b>129,581</b>

\* FY17 reorganization eliminated the Chief of Police as the Director and promoted the Coordinator

## Program as a Percentage of the Department Budget



# TRANSFERS FROM GENERAL FUND TO OTHER FUNDS

This chapter is included to note any transfers from the General Fund that are included in the fiscal year budget.

## SIGNIFICANT BUDGETARY ISSUES

### Transfers to Park Fund:

1. **Raymore Festival in the Park:** An amount to pay for an in-kind contribution to the Raymore Festival in the Park is budgeted at \$5,000.
2. **General Transfer:** The City has traditionally transferred a small amount from the General Fund to this fund to support Parks & Recreation programs. Fiscal Year 2018 is budgeted at \$95,000.

### Transfers to Capital Funds:

1. To Capital Improvement Sales Tax fund to reserve funding for GO Bond project support. \$600,000
2. To Transportation Sales Tax fund for expansion of the crosswalk project. \$62,220
3. To Parks Sales Tax Fund for funding the Parks Maintenance Facility Improvements. \$20,000

### Transfer to the Restricted Revenue Fund

1. To Reserve Funding for development priming initiative Phase I. \$25,000
2. To Reserve Funding for annexation efforts. \$75,000



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**Parks and Recreation (25)**

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Council Adopted	2018-19 Forecast	2019-20 Forecast
<b>Fund Balance</b>								
Beginning of Year	593,656	681,891	500,264	539,863	539,863	511,986	443,273	507,903
<b>Revenue Parks</b>								
Property Taxes	341,746	351,079	359,378	359,378	358,942	376,201	402,011	429,591
Miscellaneous Revenues	6,216	12,368	12,596	12,596	5,305	5,305	1,824	627
Park Revenues	21,901	19,420	28,500	28,500	18,000	10,550	7,700	5,620
Transfer from General Fund	100,000	125,000	100,000	100,000	100,000	100,000	100,000	100,000
Transfer from Parks Sales Tax Fund	350,000	150,000	375,000	375,000	375,000	350,000	350,000	350,000
<b>Revenue Recreation</b>								
Recreation Programs	309,835	332,958	350,430	350,430	335,050	364,025	421,129	487,190
Facility Rental Revenue	-	-	-	-	-	15,000	15,000	15,000
Concession Revenue	43,855	43,007	45,000	45,000	45,000	52,000	64,957	81,142
<b>Revenue Centerview</b>								
Facility Rental Revenue	-	-	-	6,500	6,500	50,205	50,205	50,205
Program Revenue	-	-	-	1,000	1,000	4,200	4,200	4,200
<b>Total Revenue</b>	<b>1,173,553</b>	<b>1,033,831</b>	<b>1,270,904</b>	<b>1,278,404</b>	<b>1,244,797</b>	<b>1,327,486</b>	<b>1,417,025</b>	<b>1,523,575</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,767,209</b>	<b>1,715,722</b>	<b>1,771,168</b>	<b>1,818,267</b>	<b>1,784,660</b>	<b>1,839,472</b>	<b>1,860,298</b>	<b>2,031,478</b>
<b>Expenditures Parks</b>								
Personnel	383,079	416,669	446,087	446,087	444,487	467,894	477,252	486,797
Commodities	32,574	25,998	24,463	24,463	23,617	27,213	27,757	28,312
Maintenance & Repairs	61,030	54,969	52,220	52,220	42,000	47,500	48,450	49,419
Utilities	43,214	40,563	47,460	47,460	46,310	44,802	45,698	46,612
Contractual	21,784	34,126	45,333	45,333	44,876	50,036	51,037	52,057
Capital Outlay	36,332	31,826	5,000	5,000	4,431	-	-	-
Transfers/Miscellaneous	51,460	56,126	47,617	47,617	47,617	47,617	48,569	49,541
Debt Service	-	-	-	-	-	-	-	-
<b>Expenditures Recreation</b>								
Personnel	253,601	278,095	359,131	359,131	358,052	338,085	344,847	351,744
Commodities	18,339	9,822	15,578	15,578	10,200	12,698	12,952	13,211
Maintenance & Repairs	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Contractual	183,871	227,666	228,015	234,990	222,653	230,949	295,832	378,944
Capital Outlay	33	-	-	-	-	-	-	-
Transfers/Miscellaneous	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
<b>Expenditures Centerview</b>								
Personnel	-	-	-	-	-	-	-	-
Commodities	-	-	-	5,000	5,000	6,180	6,180	6,180
Maintenance & Repairs	-	-	-	1,000	1,000	5,200	5,200	5,200
Utilities	-	-	-	10,631	10,631	22,482	22,482	22,482
Contractual	-	-	-	4,800	4,800	20,543	20,543	20,543
Capital Outlay	-	-	-	7,000	7,000	-	-	-
Transfers/Miscellaneous	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
	1,085,318	1,175,860	1,270,904	1,306,310	1,272,674	1,321,199	1,352,394	1,456,637
Capital Expenditures						75,000		
Other								
			-	-	-	75,000	-	-
<b>Total Expenditures</b>	<b>1,085,318</b>	<b>1,175,860</b>	<b>1,270,904</b>	<b>1,306,310</b>	<b>1,272,674</b>	<b>1,396,199</b>	<b>1,352,394</b>	<b>1,456,637</b>
<i>Net Revenue over Expenditures</i>	<i>88,235</i>	<i>(142,028)</i>	<i>(0)</i>	<i>(27,906)</i>	<i>(27,877)</i>	<i>(68,713)</i>	<i>64,631</i>	<i>66,937</i>
<b>Fund Balance (Gross)</b>	<b>681,891</b>	<b>539,863</b>	<b>500,264</b>	<b>511,957</b>	<b>511,986</b>	<b>443,273</b>	<b>507,903</b>	<b>574,841</b>
<i>Less: Reserve Balance</i>	<i>217,064</i>	<i>235,172</i>	<i>254,181</i>	<i>261,262</i>	<i>254,535</i>	<i>264,240</i>	<i>270,479</i>	<i>291,327</i>
<b>Available Fund Balance - End of Year</b>	<b>464,827</b>	<b>304,691</b>	<b>246,083</b>	<b>250,695</b>	<b>257,451</b>	<b>179,033</b>	<b>237,425</b>	<b>283,513</b>

Note staff creates a zero balance budget each year. The forecast shown to the right were estimated using the past five years historical growth data as well as any new information utilized to create the FY18 budget. This practice has been utilized internally for the past 8 years.

# Real Estate Property Tax

<p><b>General Ledger Codes:</b></p> <p>25 25-4010-000</p>	<p><b><u>Legal Authority:</u></b>                  Municipal Charter: Article XI; Section 11.8                  State Statute: Chapter 67.110 &amp; 140 RSMo                  Missouri State Constitution: Article X</p>
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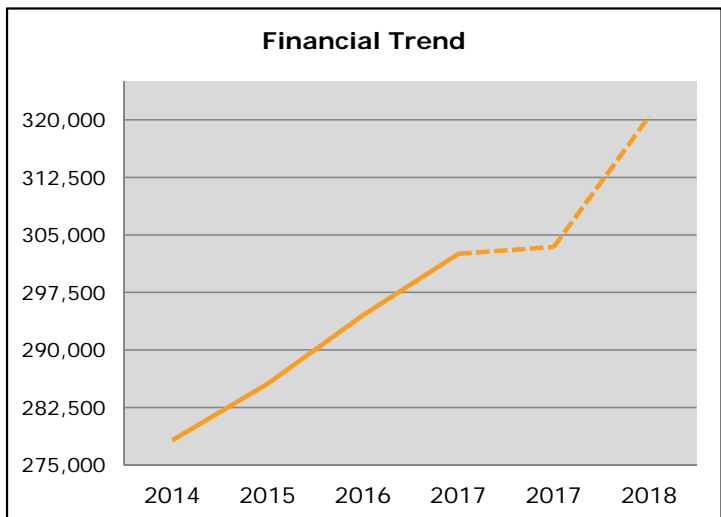
## Revenue Description

**Real Property Tax-** Assessed property values are determined by taking the market value of the property, as determined by the county assessor, and multiplying by the assessment ratio. Assessment ratios are commercial at 32%, residential at 19%, and agricultural at 12%. Tax is paid on each \$100 of assessed value.

Property tax rates are set by local governments through a vote of the people and within the limits set by the Missouri Constitution and statutes. They are based on the revenues permitted for the prior year with an allowance for growth based on the rate of inflation and new development. Cass County collects and distributes the property taxes for the City of Raymore.

The FY18 City General Operating levy is 0.4480; the Debt Service levy is 0.7170 and the Parks levy is 0.1206 with real estate assessed valuation at \$271,129,187 compared to \$247,157,220 last year. The collection rate is estimated at 99%.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	241,571	11.76%
2009 Actual	259,994	7.63%
2010 Actual	266,826	2.63%
2011 Actual	275,532	3.26%
2012 Actual	276,572	0.38%
2013 Actual	283,957	2.67%
2014 Actual	278,201	-2.03%
2015 Actual	285,608	2.66%
2016 Actual	294,513	3.12%
2017 Budget	302,525	2.72%
2017 Projected	303,440	3.03%
2018 Estimated	320,442	5.62%



# Personal Property Tax

<p><b>General Ledger Codes:</b></p> <p>25 25-4020-000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Charter: Article XI; Section 11.8  State Statute: Chapter 67.110 &amp; 140 RSMo  Missouri State Constitution: Article X</p>
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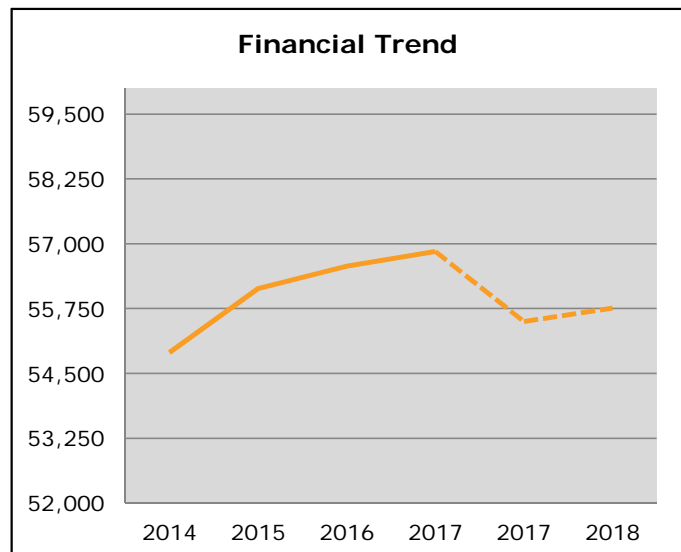
## Revenue Description

**Personal Property Tax** - assessed valuation is equal to 33% of market value set by the State Tax Commission. Tax is paid on each \$100 of assessed value.

Property tax rates are set by local governments through a vote of the people within the limits set by the Missouri Constitution and statutes. They are based on the revenues permitted for the prior year with an allowance for growth based on the rate of inflation and new development. Tax amounts are determined using market value of the property, as determined using a formula from the State Tax Commission and applied by the County Assessor, multiplied by the assessment ratio. Cass County collects and distributes the property taxes for the City of Raymore.

The FY18 City General Operating levy is 0.4480; the Debt Service levy is 0.7170 and the Parks levy is 0.1206 with real estate assessed valuation at \$45,786,092 compared to \$43,745,234 last year. The collection rate is estimated at 99%.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	47,161	3.23%
2009 Actual	50,031	6.08%
2010 Actual	47,388	-5.28%
2011 Actual	46,787	-1.27%
2012 Actual	50,141	7.17%
2013 Actual	53,926	7.55%
2014 Actual	54,899	1.80%
2015 Actual	56,138	2.26%
2016 Actual	56,566	0.76%
2017 Budget	56,852	0.51%
2017 Projected	55,502	-1.88%
2018 Estimated	55,759	0.45%



# Interest Revenue

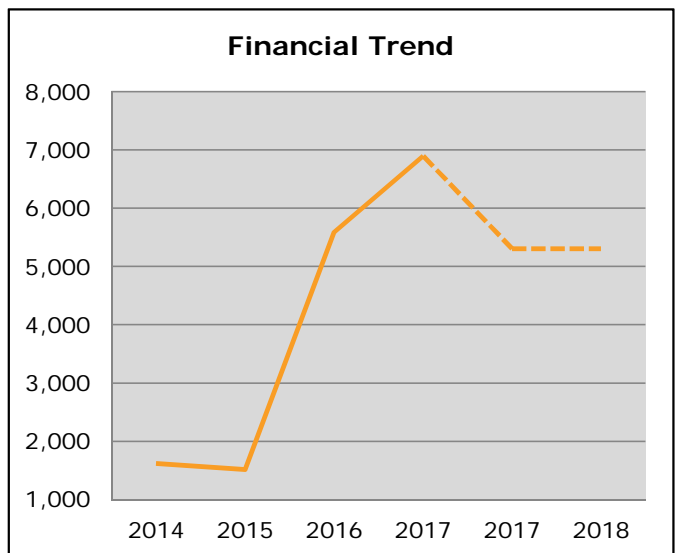
<b>General Ledger Codes:</b> 25 25-4350-0000	<b><u>Legal Authority:</u></b> State Statute: Chapter 82
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## Revenue Description

**Interest Revenue** - This account is used to record revenues associated with the City's return on investments of idle funds. FY16 revenues were estimated based on the assumption of no change in interest rates or carrying balances of the FY15 investments, however, interest rates have risen throughout the year and continue to do so.

FY18 revenues are based on current interest rates being earned.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	14,616	-43.20%
2009 Actual	9,655	-33.94%
2010 Actual	4,066	-57.89%
2011 Actual	5,856	44.03%
2012 Actual	985	-83.19%
2013 Actual	3,333	238.53%
2014 Actual	1,619	-51.43%
2015 Actual	1,516	-6.35%
2016 Actual	5,590	268.69%
2017 Budget	6,896	23.37%
2017 Projected	5,305	-5.09%
2018 Estimated	5,305	0.00%



# Miscellaneous Revenue

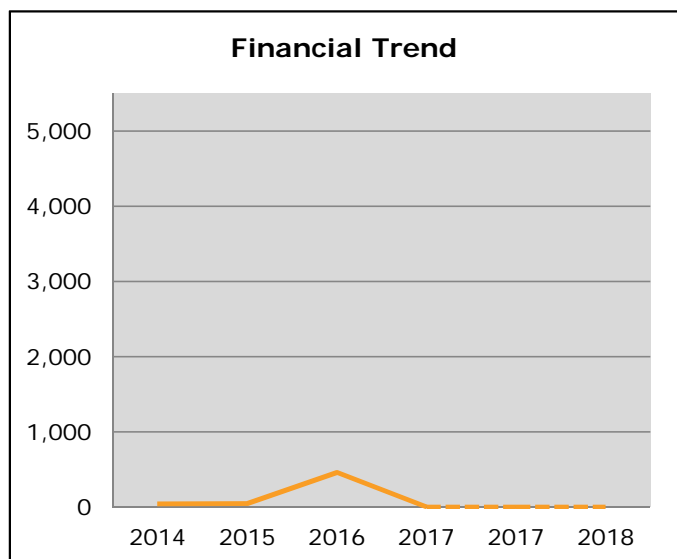
<p><b>General Ledger Codes:</b> 25 25-4370-0000</p>	<p><b><u>Legal Authority:</u></b> State Statute: Chapter 82</p>
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## Revenue Description

**Miscellaneous Revenue** -Various miscellaneous revenues not otherwise categorized. The inconsistent nature of this revenue source make it difficult to predict.

FY2016 revenues were based on current auction receipts. Due to the random receipts this revenue source is not budgeted.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	430	-67.12%
2009 Actual	1,274	196.37%
2010 Actual	5,055	296.65%
2011 Actual	242	-95.21%
2012 Actual	497	105.28%
2013 Actual	4	-99.15%
2014 Actual	43	916.67%
2015 Actual	48	13.11%
2016 Actual	458	847.89%
2017 Budget	0	N/A
2017 Projected	0	N/A
2018 Estimated	0	N/A



# Park Rental Fees

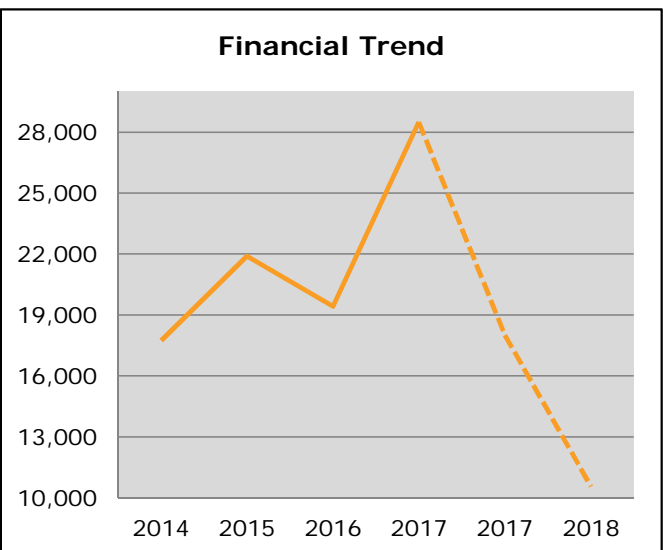
<b>General Ledger Codes:</b> 25 25-4710-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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## Revenue Description

**Park Rental Fees** - Rental fees for the use of park facilities by the general public for non-city sponsored activities.

FY18 Estimate is based on shelter rentals for the Lions shelter, West shelter, Optimist shelter, Moon Valley shelter and the Depot.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	13,019	4.76%
2009 Actual	15,087	15.88%
2010 Actual	17,427	15.51%
2011 Actual	11,888	-31.78%
2012 Actual	12,832	7.94%
2013 Actual	19,732	53.78%
2014 Actual	17,741	-10.09%
2015 Actual	21,901	23.45%
2016 Actual	19,420	-11.33%
2017 Budget	28,500	46.76%
2017 Projected	18,000	-7.31%
2018 Estimated	10,550	-26.14%



# Transfers from General Fund

<p><b>General Ledger Codes:</b> 25 25-4901-0000</p>	<p><b><u>Legal Authority:</u></b> Municipal Code: n/a</p>
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## Revenue Description

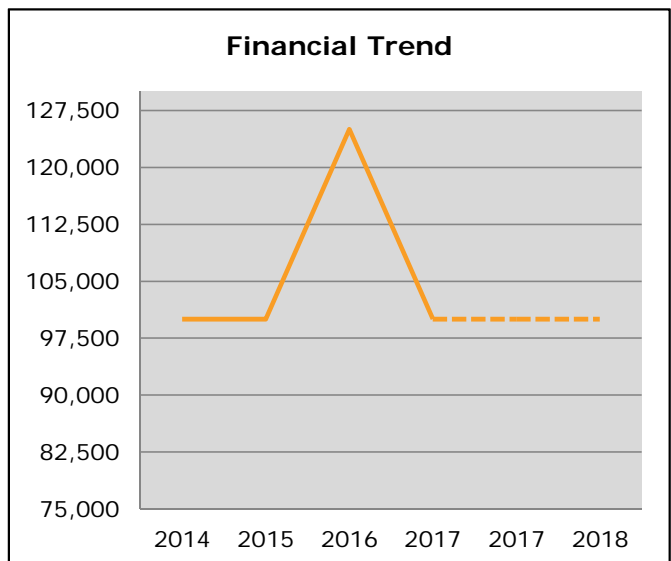
**Transfers from General Fund** - These funds represent a fund balance transfer from the General Fund of the City and are used to support the Parks Department and associated programs which benefit the citizens as a whole.

FY14 established a new baseline transfer from the General Fund of \$100,000 per year.

During council deliberations of the City Manger's Proposed 2016 Budget, an additional transfer of \$25,000 was directed for the enhancement of competitive sports.

FY17 was reduced back down to the previously set baseline.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	41,400	0.00%
2009 Actual	40,000	-3.38%
2010 Actual	47,000	17.50%
2011 Actual	40,000	-14.89%
2012 Actual	40,000	0.00%
2013 Actual	50,000	25.00%
2014 Actual	100,000	100.00%
2015 Actual	100,000	0.00%
2016 Actual	125,000	25.00%
2017 Budget	100,000	-20.00%
2017 Projected	100,000	-20.00%
2018 Estimated	100,000	0.00%



# Transfer from Park Sales Tax Fund

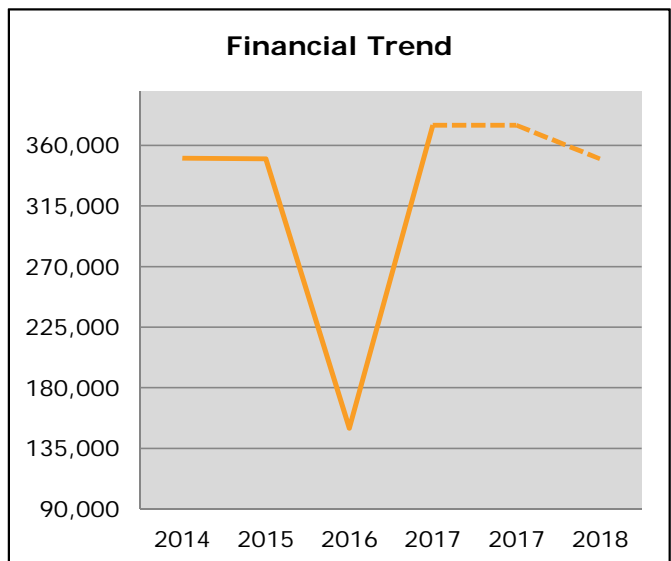
<p><b>General Ledger Codes:</b> 25 25-4947-0000</p>	<p><b>Legal Authority:</b> Municipal Code: n/a</p>
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## Revenue Description

**Transfer from Park Sales Tax Fund** - These funds are from a fund balance transfer from the Park Sales Tax Fund to support the Parks and Recreation Department operations.

The FY17 transfer was increased to \$375,000 for a one-time additional transfer of \$25,000 to help kick start and fund an increased recreation program. FY18 transfer has been set back to the baseline.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	425,000	240.00%
2009 Actual	300,000	-29.41%
2010 Actual	300,000	0.00%
2011 Actual	100,000	-66.67%
2012 Actual	300,000	200.00%
2013 Actual	307,359	2.45%
2014 Actual	350,570	14.06%
2015 Actual	350,000	-0.16%
2016 Actual	150,000	-57.14%
2017 Budget	375,000	150.00%
2017 Projected	375,000	150.00%
2018 Estimated	350,000	-6.67%





# Recreation Programs

<b>General Ledger Codes:</b> 25 26-4715-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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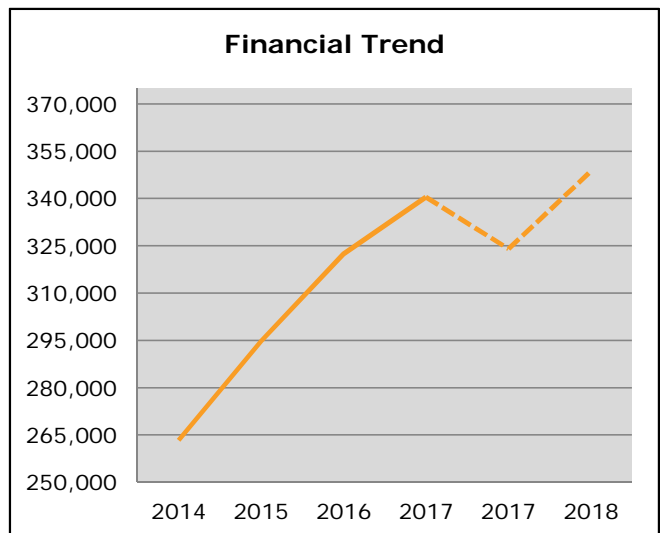
## Revenue Description

**Recreation Programs** - Participant fees for recreation programs are recorded in this account.

FY15 saw an increase in revenue due to an expansion of age participation in volleyball and basketball. FY16 projected revenue is due to an overall increased participation of most activities, but most significantly in the baseball/softball program.

FY18 revenues are estimated based on continued growth of current programs and expansion of the programs.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	194,304	43.87%
2009 Actual	196,367	1.06%
2010 Actual	247,110	25.84%
2011 Actual	265,951	7.62%
2012 Actual	300,132	12.85%
2013 Actual	277,902	-7.41%
2014 Actual	263,313	-5.25%
2015 Actual	294,767	11.95%
2016 Actual	322,367	9.36%
2017 Budget	340,430	5.60%
2017 Projected	324,050	0.52%
2018 Estimated	348,525	7.19%



# Special Event Contributions

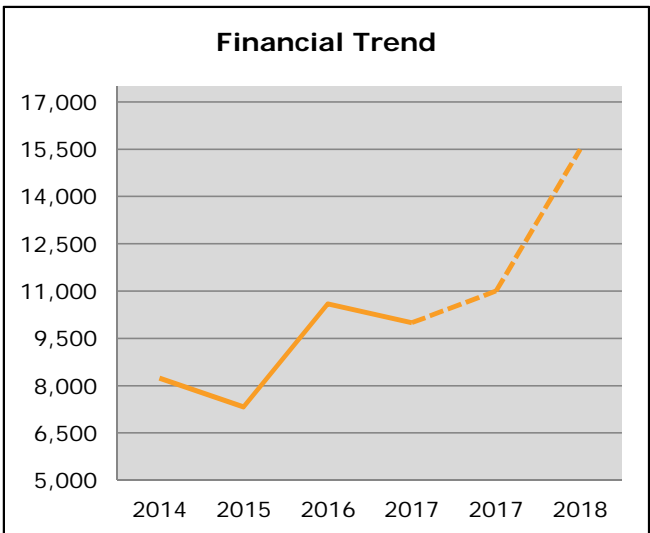
<b>General Ledger Codes:</b> 25 26-4720-0000	<b><u>Legal Authority:</u></b> Municipal Code: n/a State Statute: n/a
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## Revenue Description

**Special Event Contributions** - This account is for recording of donations, sponsorships and other contributions for special events including the Easter Festival, Spirit of America Celebration, Mini Mud Run, and Mayor's Christmas Tree Lighting.

FY18 revenues are estimated to increase due to the additional of the mini mud run.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	3,833	0.27%
2009 Actual	2,988	-22.06%
2010 Actual	4,810	60.98%
2011 Actual	6,047	25.73%
2012 Actual	6,622	9.50%
2013 Actual	4,343	-34.41%
2014 Actual	8,240	89.73%
2015 Actual	7,328	-11.07%
2016 Actual	10,590	44.52%
2017 Budget	10,000	-5.57%
2017 Projected	11,000	3.87%
2018 Estimated	15,500	45.00%



# Advertising Revenue

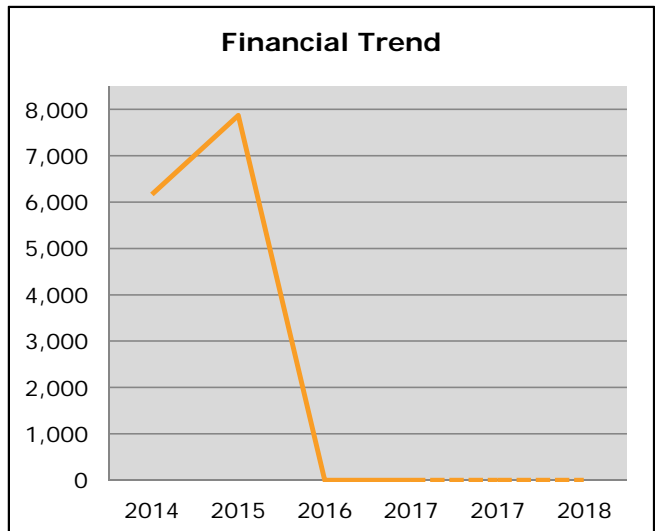
<b>General Ledger Codes:</b> 25 26-4725-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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## Revenue Description

**Advertising Revenue** - Space in Parks & Recreation publications is sold to local businesses.

During the FY16 budget process the program guide expenses were moved to the General Fund and advertising was eliminated.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	349	-77.88%
2009 Actual	896	156.73%
2010 Actual	4,660	420.09%
2011 Actual	7,680	64.81%
2012 Actual	7,929	3.24%
2013 Actual	6,139	-22.58%
2014 Actual	6,167	0.46%
2015 Actual	7,868	27.59%
2016 Actual	0	N/A
2017 Budget	0	N/A
2017 Projected	0	N/A
2018 Estimated	0	N/A



# Concession Revenues

<p><b>General Ledger Codes:</b></p> <p>25 26-4700-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Code: n/a  State Statute: n/a</p>
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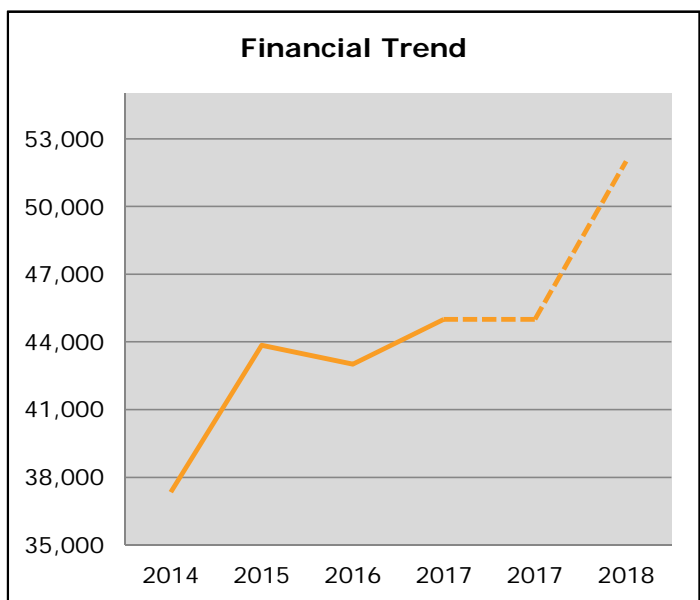
## Revenue Description

**Concession Revenue** - Revenues collected from concession proceeds are recorded in this account.

This revenue source was previously allocated to the Park Concession Revenues 25-25-4700-0000, but was reclassified as a Recreation Revenue in FY 2013 since it accounts for revenue collected in the course of recreation programming.

FY18 revenues are projected to increase with the planned expansion of recreation programs.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	46,095	-4.87%
2009 Actual	48,337	4.87%
2010 Actual	44,895	-7.12%
2011 Actual	41,709	-7.10%
2012 Actual	52,170	25.08%
2013 Actual	35,506	-31.94%
2014 Actual	37,340	5.17%
2015 Actual	43,855	17.45%
2016 Actual	43,007	-1.93%
2017 Budget	45,000	4.63%
2017 Projected	45,000	4.63%
2018 Estimated	52,000	15.56%



# Facility Rental Revenue

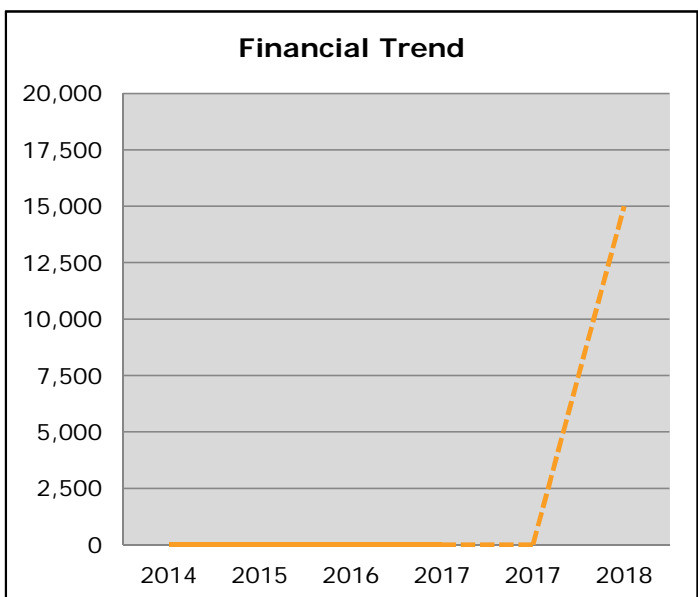
<p><b>General Ledger Codes:</b></p> <p>25 26-4710-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Code: n/a  State Statute: n/a</p>
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## Revenue Description

**Facility Rental Revenue-** rental fees associate with tournament rentals.

FY18 is estimated with 10 rentals.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Actual	0	N/A
2017 Budget	0	N/A
2017 Projected	0	N/A
2018 Estimated	15,000	N/A



# Facility Rental Fees

<b>General Ledger Codes:</b> 25 27-4710-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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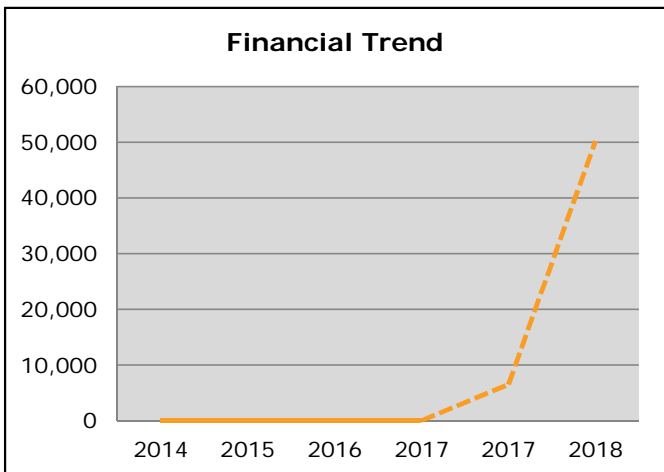
## Revenue Description

**Facility Rental Fees** - revenues associated with the rental of the Centerview event center. This facility celebrated it's grand opening on June 16, 2017.

FY17 revenues are projected to have a few rentals by the end of the fiscal year, with many civil organizations using it at a reduced rate.

FY18 estimated revenues are based on limited usage during the first year with the understanding that many weddings are planned at least a year in advance. Staff will be working with the Communications Department to get this facility promoted and get it fully programmed.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Actual	0	N/A
2017 Budget	0	N/A
2017 Projected	6,500	N/A
2018 Estimated	50,205	#DIV/0!



# Centerview Programs

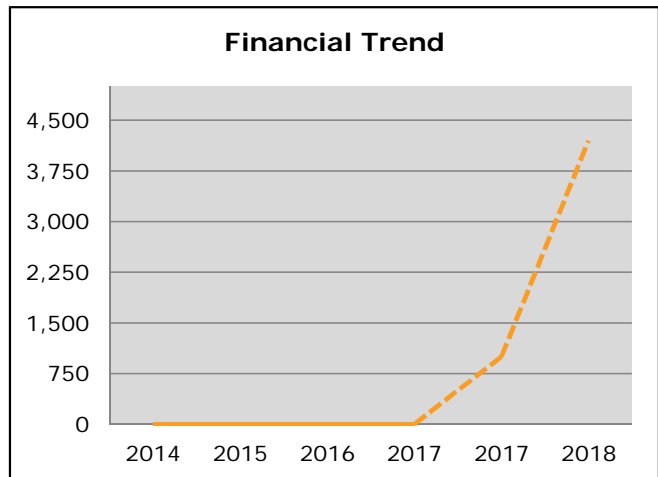
<b>General Ledger Codes:</b> 25 27-4715-1600	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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## Revenue Description

**Centerview Programs** - Participant fees for programs offered at Centerview are recorded in this account.

FY18 revenues are estimated conservatively during the first year of operations.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Actual	0	N/A
2017 Budget	0	N/A
2017 Projected	1,000	N/A
2018 Estimated	4,200	N/A





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# PARKS DIVISION

The Raymore Parks & Recreation Department, in conjunction with the Parks & Recreation Board, oversees the acquisition, development and maintenance of various parklands within the city limits. Management of park resources and maintenance of park properties within the city limits are delegated to the Parks Division of the Parks & Recreation Department. Under the leadership of the Parks & Recreation Director, the Park Superintendent uses five full-time employees within the department to care for more than 285 acres of parkland. Seasonal assistance is necessary during the peak park-use months of May through October.

## PROGRAMS

### **Park Administration**

Park Administration includes providing park division management, ensuring adherence to policies and best management practices, fiscal accountability, capital improvement project management, budget preparation, purchasing and customer service.

### **Park Maintenance**

Park Maintenance conducts the day-to-day care and management of all public park properties. The division provides customer service to park patrons through the preparation of athletic fields, mowing and manicuring lawns and landscaped areas and removal of trash and debris. In addition, facility maintenance and upkeep, tree care, natural resource management and routine safety inspections ensure Raymore public areas and amenities are beautiful and inviting for everyone to enjoy.

## GOALS

### **Park Administration**

1. Continue to implement opportunities toward sustainable practices in the parks and park facilities. **(2.2.3)**
2. Explore a tree preservation policy/ordinance. **(2.2.3)**
3. Complete the trail lighting study and implement best practices to improve safety on pedestrian walkways in the park system. **(2.3.1)**
4. Complete the site design and improvement projects at Hawk Ridge Park and T.B. Hanna Station.

### **Park Maintenance**

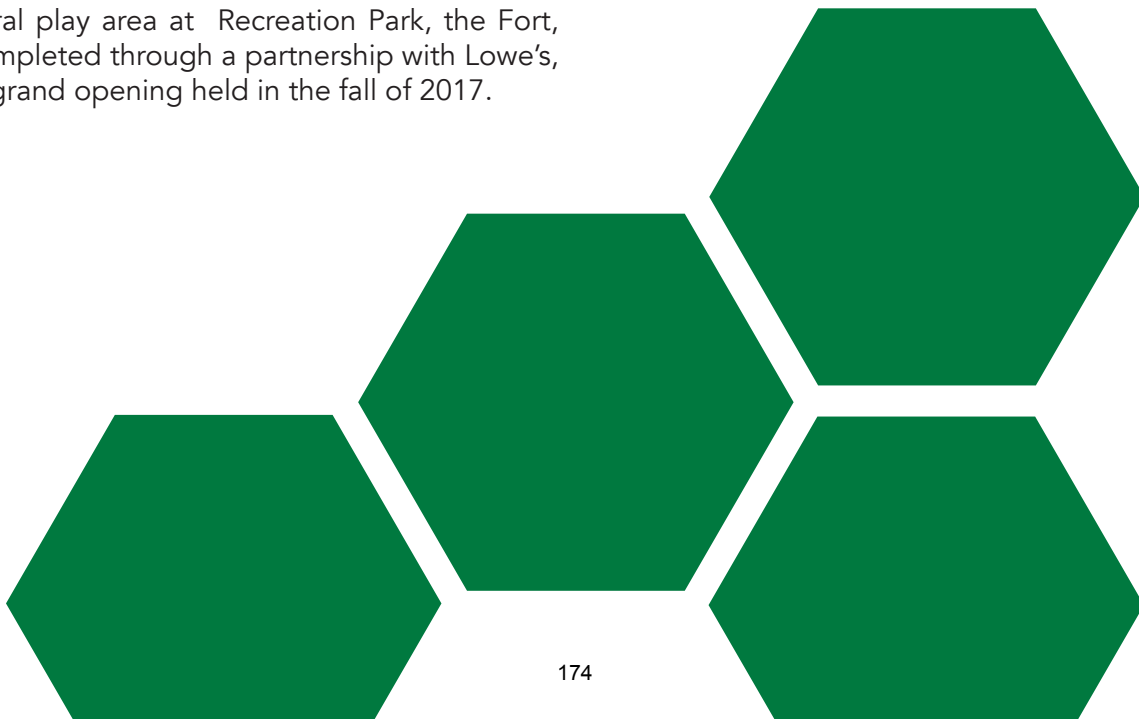
1. Define department roles and staff for maintenance of public facilities and parks including landscape areas and flower beds. **(2.2.1)**
2. Develop a park trail and parking lot maintenance program. **(2.3.3)**
3. Complete the conversion of Memorial Park's west side into the Raymore Arboretum.
4. Develop a maintenance program for day to day operations including the addition of Centerview, Hawk Ridge Park and future additions including T.B. Hanna Station and the Raymore Activity Center. **(2.2.1)**

## **FY 2017 PERFORMANCE SUMMARY**

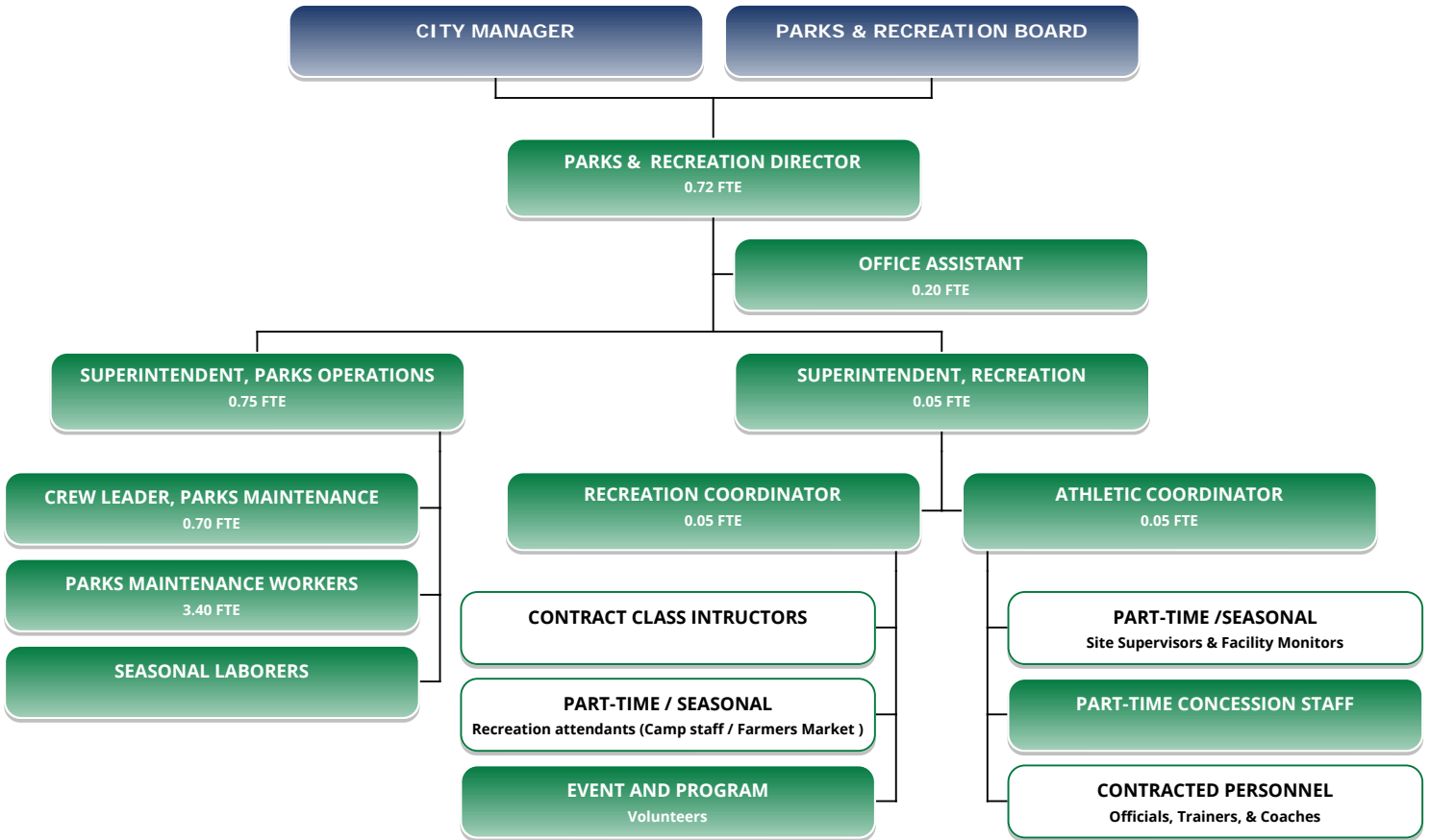
1. Park's Maintenance crews completed the construction of an eighteen hole disc golf course at Recreation Park, finalizing the 2014 Capital Improvement Project.
2. Parks Administration implemented the Hawk Ridge Park Master plan and worked with consultants to design and develop the Park for an FY 2018 general improvement projects.
3. Parks Administration submitted an RFQ for design and construction of improvements at T.B. Hanna Station including the newly acquired property located on the east side of Adams street adjacent to the current park land. Construction is expected during FY18.
4. Capital Improvement projects at Memorial Park, including ADA access to the baseball fields, a loop trail and development of the Raymore Arboretum were implemented and will be complete in the spring of 2018.
5. A natural play area at Recreation Park, the Fort, was completed through a partnership with Lowe's, with a grand opening held in the fall of 2017.

## **SIGNIFICANT BUDGETARY ISSUES**

1. With addition of Centerview, Hawk Ridge Park and T.B. Hanna Station, along with other improvements throughout the park system, maintenance schedules and level of care will need to be carefully scheduled and monitored to ensure we have the necessary resources that meets the standards set forth by the Park Board and City Council.
2. Parks & Recreation 10-Year Comprehensive Master Plan - The purpose of a Parks & Recreation Master Plan is to serve as a planning document to guide the city leaders and staff for the next five to 10 years. The results will aid the city with guidance toward where and how to deliver parks, recreation facilities and programs to meet public expectations and needs. It is a document that clearly states key issues that need to be addressed along with key recommendations on how to address those issues. \$75,000.



# PARKS DIVISION



# PARKS DIVISION

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	383,079	416,669	446,087	446,087	444,487	467,894	467,894	467,894
Commodities	32,574	25,998	24,463	26,358	23,617	27,213	27,213	27,213
Maintenance and Repairs	61,030	54,969	52,220	50,325	42,000	47,500	47,500	47,500
Utilities	43,214	40,563	47,460	47,460	46,310	44,802	44,802	44,802
Contractual	21,784	34,126	45,333	45,333	44,876	50,036	50,036	50,036
Capital Outlay	36,332	31,826	5,000	5,000	4,431	0	0	0
Transfers/Miscellaneous	51,460	56,126	47,617	47,617	47,617	47,617	47,617	47,617
Debt Service	0	0	0	0	0	0	0	0
<b>Total</b>	<b>629,473</b>	<b>660,277</b>	<b>668,180</b>	<b>668,180</b>	<b>653,338</b>	<b>685,062</b>	<b>685,062</b>	<b>685,062</b>

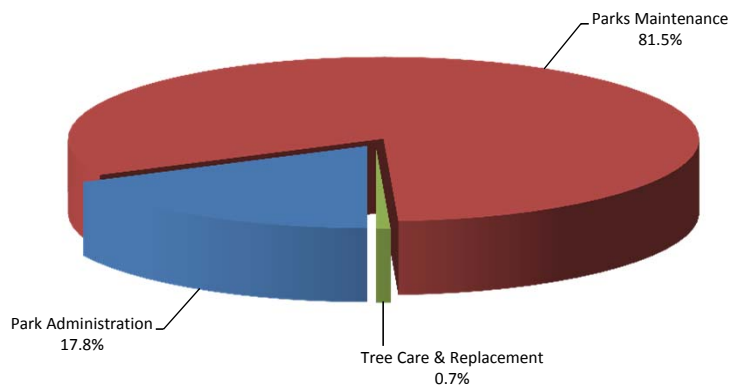
## Position Control Roster

	Actual	Actual	Adopted
Director, Parks & Recreation	0.72	0.72	0.72
Superintendent, Parks Operation	0.80	0.80	0.80
Crew Leader, Parks Maintenance	0.70	0.70	0.70
Parks Maintenance Worker	3.40	3.40	3.40
Office Assistant P/T	0.20	0.20	0.20
<b>Total FTE</b>	<b>5.82</b>	<b>5.82</b>	<b>5.82</b>

## By Program

	Adopted
Park Administration	121,722
Parks Maintenance	558,210
Tree Care & Replacement	5,130
<b>Total</b>	<b>685,062</b>

## Program as a Percentage of the Division Budget



# RECREATION DIVISION

The Raymore Parks & Recreation Department, in conjunction with the Parks & Recreation Board, is responsible for planning, organizing and supervising a variety of recreation programs and special events for the benefit of Raymore residents and surrounding communities. Currently, the Recreation Division has three full-time employees.

The Director of Parks & Recreation provides guidance and vision for an ever-changing division. Additional part-time employees and contract employees are hired to supervise, instruct and officiate recreation programs and camps. The department office assistant provides customer service and additional support services as needed.

## PROGRAMS

### **Recreation Administration**

The primary focus of the administrative function within the Recreation Division is to implement a strategic plan that meets and exceeds department objectives based on revenue projections and customer expectations. The administrative staff, including the Director of Parks & Recreation and the Recreation Superintendent, work together to

coordinate the annual budget, facility programming and coordination with the Parks Division.

### **Recreation Services**

This program involves planning and organizing a variety of recreation programs and special events for the benefit of the residents of the City. Scheduling and coordinating programs and events within the availability of facilities and overseeing the staff to coordinate activities is a critical responsibility of this division. Customer service is at the forefront of recreation services. The recreation staff provide in-office and on-site customer service to park patrons and program participants everyday.

## GOALS

### **Recreation Administration**

1. To research and expand funding options and staff support to enhance the existing special events, athletic leagues and recreation programming.  
**(1.1.4)**
2. To develop and implement policies and procedures for the Recreation Activity Center that adheres to current City policies.

3. Provide project management services for the Hawk Ridge Park and T.B. Hanna Station design and construction phases along with other park improvement projects identified through the 2016 General Obligation Bond initiative and five-year Capital Improvement plan.
4. Expanded the food truck event to a spring and fall community event along with additional programming and special events at the Depot.
5. The Athletic Coordinator added an open play futsal league and a spring flag football league and assumed coaching duties for the tiny sports programs.

### Recreation Services

1. To increase programming and rentals at Centerview with a 100% direct cost recovery for the facility.
2. Introduce programming that accommodates all age groups which include outdoor skills programming and senior programs. **(1.3.2)**
3. Develop a new sponsorship marketing effort to increase public awareness and business support for special events, leagues and programs hosted by the department in cooperation with the Communications Department.
4. Evaluate and restructure the Summer Day Camp program to include programming at the Recreation Activity Center for Summer 2018.
5. Expand our competitive sports leagues including the Raymore United Soccer Club and the South Metro Sports Leagues which include baseball and basketball.

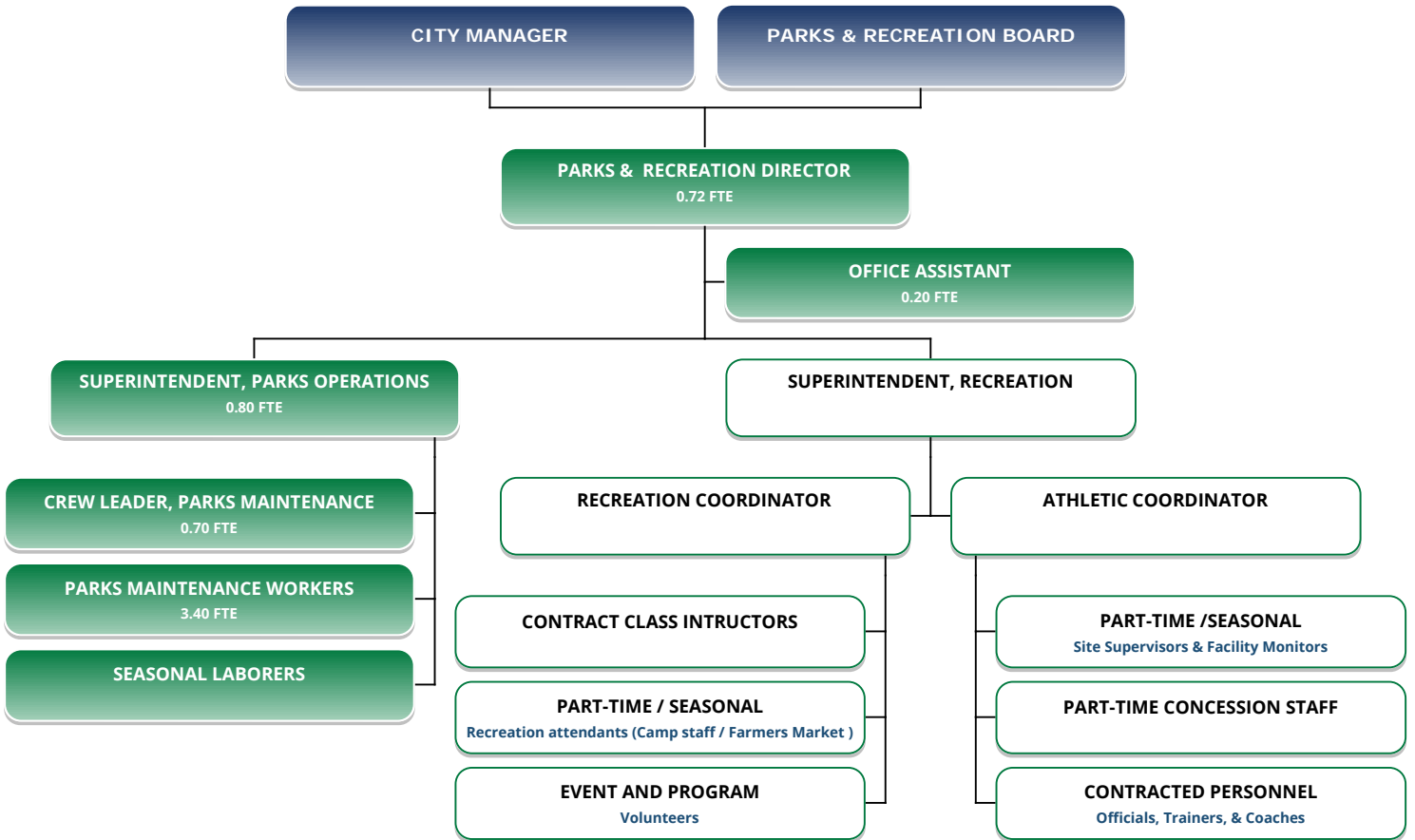
## SIGNIFICANT BUDGETARY ISSUES

No significant budgetary issues this fiscal year.

## FY 2017 PERFORMANCE SUMMARY

1. Baseball/Softball Complex tournament reservations increased from nine to 11.
2. RecTrac software updates were completed in February 2017. Updates included new software and enhancements for online registration and Centerview rentals.
3. Credit and debit card processing was introduced at the concession stands and remote sites for special events through two department iPads.

# PARKS DIVISION



# RECREATION DIVISION

## By Category

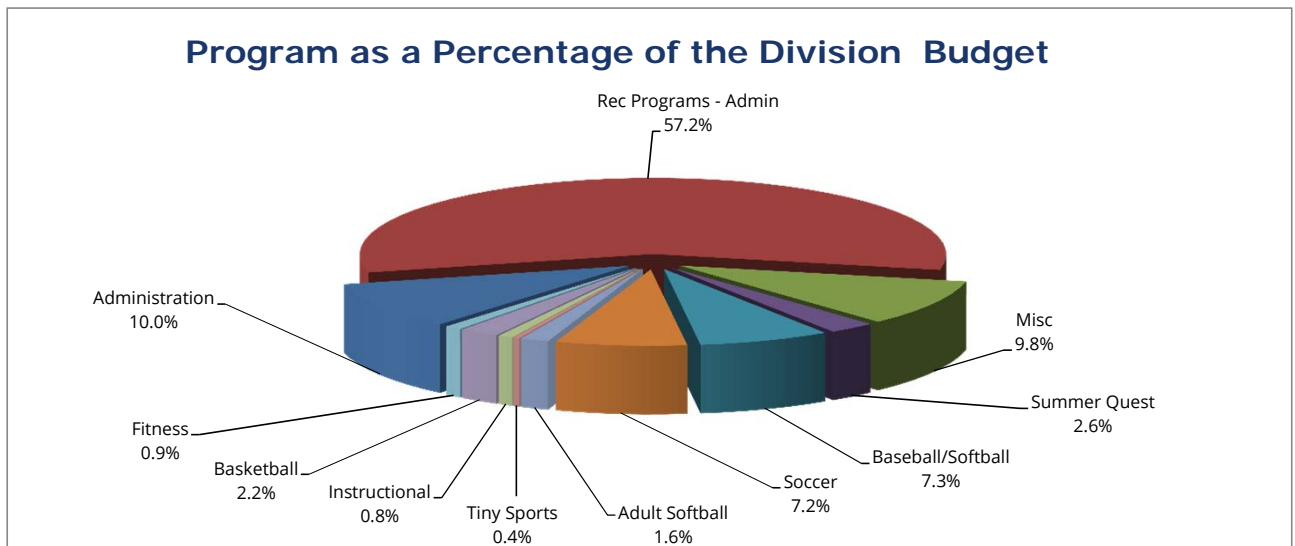
	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	253,601	278,095	359,131	359,131	358,052	338,085	338,085	338,085
Commodities	18,339	9,822	15,578	15,578	10,200	12,698	12,698	12,698
Maintenance and Repairs	0	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0
Contractual	183,871	227,666	228,015	234,990	222,653	230,949	230,949	230,949
Capital Outlay	33	0	0	0	0	0	0	0
Transfers/Miscellaneous	0	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0	0
<b>Total</b>	<b>455,845</b>	<b>515,583</b>	<b>602,724</b>	<b>609,699</b>	<b>590,905</b>	<b>581,732</b>	<b>581,732</b>	<b>581,732</b>

## Position Control Roster

	Actual	Actual	Adopted
Director, Parks & Recreation	0.28	0.28	0.28
Recreation Superintendent	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00
Athletic Coordinator	1.00	1.00	1.00
Crew Leader, Parks Maintenance	0.05	0.05	0.05
Parks Maintenance Worker	0.10	0.10	0.10
Office Assistant P/T	0.25	0.25	0.25
<b>Total FTE</b>	<b>3.68</b>	<b>3.68</b>	<b>3.68</b>

## By Program

	Adopted
Administration	58,251
Rec Programs - Admin	332,742
Rec Programs - Misc	57,200
Rec Programs - Summer Quest	15,040
Rec Programs - Base/softball	42,274
Rec Programs - Soccer	42,000
Rec Programs - Adult Softball	9,150
Rec Programs - Tiny Sports	2,125
Rec Programs - Instructional	4,750
Rec Programs - Basketball	12,800
Rec Programs - Fitness	5,400
<b>Total</b>	<b>581,732</b>





# CENTERVIEW

The Raymore Parks & Recreation Department oversees the day to day activities, scheduling, programming, rentals of public and private events and maintenance of all public facilities and spaces under the care of the Parks and Recreation Board. The Parks and Recreation Board in conjunction with the Parks and Recreation Department develops and implements policies and procedures by which public facilities are operated and made available for public use.

Centerview is Raymore's newest event space and home to the Parks & Recreation Administrative offices. Officially opening to the public in June of 2017, the Parks & Recreation Department provides a space that is versatile and functional for all types of events, programs and social gatherings.

## PROGRAMS

### **Centerview Administration**

Centerview administration includes evaluating policies, procedures and prices to ensure this facility is competitive with other event spaces and affordable

for the public. The goal of the administrative staff that manages Centerview is to ensure the facility is programmed at a 100% cost recovery and provides a steady revenue source for future programs, staffing and maintenance of the facility. Working with other City departments to ensure cooperative use agreements for all city needs is an essential function of this administrative team.

### **Centerview Maintenance**

The park maintenance crew will provide necessary service and upkeep of Centerview and surrounding landscaping. In conjunction with the City's buildings and grounds crews, Centerview will remain a top tier event space in the Kansas City metro area. Cooperation with the Art's Commission through the will ensure any public art displayed inside the facility or as a permanent feature within the landscaping outside remains attractive and well-kept.

## GOALS

### **Centerview Administration**

1. To evaluate all direct and indirect costs for FY18 to accurately budget and prepare for the FY19 budget year.
2. To update the Parks & Recreation Revenue Policy to incorporate Centerview and ensure all types of use provide for 100% direct cost recovery. **(4.3.1)**
3. To market and promote Centerview through cooperative efforts with the Communications Department. **(1.1.4)**

### **Centerview Maintenance**

1. Define department roles and staff for maintenance of public facilities and parks including landscape areas and flower beds at Centerview. **(2.2.1)**
2. Create a routine schedule of daily, weekly, monthly and contracted maintenance for interior and exterior upkeep of Centerview. **(2.2.1)**

## SIGNIFICANT BUDGETARY ISSUES

1. The proposed FY18 budget includes a full year of estimated operational revenues and expenditures associated with the facility.

# Centerview

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	0	0	0	0	0	0	0	0
Commodities	0	0	0	5,000	5,000	6,180	6,180	6,180
Maintenance and Repairs	0	0	0	1,000	1,000	5,200	5,200	5,200
Utilities	0	0	0	10,631	10,631	22,482	22,482	22,482
Contractual	0	0	0	4,800	4,800	20,543	20,543	20,543
Capital Outlay	0	0	0	7,000	7,000	0	0	0
Transfers/Miscellaneous	0	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28,431</b>	<b>28,431</b>	<b>54,405</b>	<b>54,405</b>	<b>54,405</b>

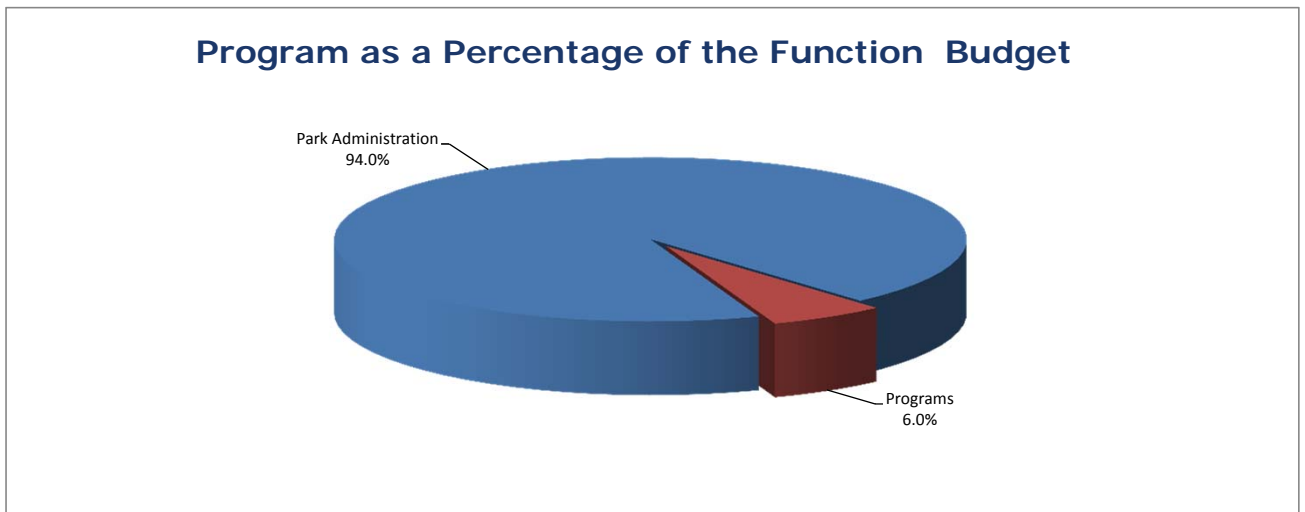
## Position Control Roster

	Actual	Actual	Adopted
Director, Parks & Recreation	0.00	0.00	0.00
Superintendent, Parks Operation	0.00	0.00	0.00
Crew Leader, Parks Maintenance	0.00	0.00	0.00
Parks Maintenance Worker	0.00	0.00	0.00
Office Assistant P/T	0.00	0.00	0.00
<b>Total FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## By Program

	Adopted
Park Administration	51,155
Programs	3,250
<b>Total</b>	<b>54,405</b>

\* During the first year of operations staff will monitor hours utilized and allocate accordingly for FY19





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**Enterprise Fund (50)**

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Council Adopted	2018-19 Forecast	2019-20 Forecast
<b>Fund Balance - CASH</b>								
Beginning of Year	1,178,801	1,120,608	1,601,856	1,693,940	1,693,940	1,944,477	1,810,993	1,809,203
<b>Revenue</b>								
Water Sales	2,816,265	3,239,677	3,394,536	3,394,536	3,357,583	3,245,381	3,536,354	3,755,506
Sewer Use Charge	2,550,688	2,982,405	2,881,498	2,881,498	3,167,531	3,196,357	3,106,521	3,257,740
Water Meter Supply Fee	48,020	56,035	38,898	78,898	57,831	58,299	39,676	40,866
Utility Penalties	132,270	146,986	144,424	144,424	149,442	152,924	147,312	151,732
Contractual Revenue	11,353	11,363	11,353	11,353	11,353	11,353	11,727	11,961
Interest	11,086	12,391	10,592	10,592	10,592	12,592	7,228	7,372
Miscellaneous	6,545	23,417	3,318	3,318	4,776	5,000	5,085	5,187
SRF/bond-Interest/Credit	153,470	155,645	153,525	153,525	153,525	156,213	153,338	-
<b>Total Revenue</b>	<b>5,729,697</b>	<b>6,627,917</b>	<b>6,638,144</b>	<b>6,678,144</b>	<b>6,912,633</b>	<b>6,838,119</b>	<b>7,007,241</b>	<b>7,230,364</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>6,908,498</b>	<b>7,748,525</b>	<b>8,240,000</b>	<b>8,372,084</b>	<b>8,606,573</b>	<b>8,782,595</b>	<b>8,818,234</b>	<b>9,039,567</b>
<b>Expenditures</b>								
Personnel	782,959	794,500	929,130	929,130	816,216	949,864	948,702	977,163
Commodities	1,691,044	1,856,688	2,061,199	2,101,199	2,107,602	2,093,701	2,188,231	2,322,990
Maintenance & Supplies	135,357	127,247	156,635	156,635	142,200	159,565	162,900	169,416
Utilities	86,665	79,484	88,824	88,824	84,760	86,556	92,377	96,072
Contractual	1,813,224	1,959,182	1,968,807	1,968,807	2,023,286	2,080,847	1,994,550	2,071,518
Capital Projects (Operating)			-	-	-	-	-	-
Transfer to VERP	111,916	98,822	98,822	98,822	98,822	98,290	102,775	106,886
Transfer to General Fund	727,606	756,464	771,540	771,540	771,540	810,118	826,060	859,102
Miscellaneous	7,903	14,357						
Debt Service	197,074	33,698	153,525	153,525	153,525	156,213	153,338	-
<b>Total Operating Expense</b>	<b>5,553,748</b>	<b>5,720,442</b>	<b>6,228,482</b>	<b>6,268,482</b>	<b>6,197,951</b>	<b>6,435,154</b>	<b>6,468,933</b>	<b>6,603,147</b>
<i>Net Operating Revenue (Expense)</i>	<i>175,949</i>	<i>907,475</i>	<i>409,662</i>	<i>409,662</i>	<i>714,682</i>	<i>402,965</i>	<i>538,308</i>	<i>627,217</i>
Transfer to Restricted Revenue Fund		100,000	100,000	100,000	100,000			
Transfer to Ent. Cap Maint Fund	234,144	234,144	364,146	364,146	364,146	540,099	540,099	540,099
<b>Total Capital / Other Expenditures</b>	<b>234,144</b>	<b>334,144</b>	<b>464,146</b>	<b>464,146</b>	<b>464,146</b>	<b>540,099</b>	<b>540,099</b>	<b>540,099</b>
<b>Total Expenditures</b>	<b>5,787,892</b>	<b>6,054,586</b>	<b>6,692,628</b>	<b>6,732,628</b>	<b>6,662,097</b>	<b>6,975,253</b>	<b>7,009,032</b>	<b>7,143,246</b>
<b>Fund Balance (Gross)</b>	<b>1,120,608</b>	<b>1,693,940</b>	<b>1,547,373</b>	<b>1,639,457</b>	<b>1,944,477</b>	<b>1,807,343</b>	<b>1,809,203</b>	<b>1,896,322</b>
<b>Non-operating Income &amp; Loss</b>								
Depreciation Expense	(2,769,829)	(2,775,133)						
Allowance	2,769,829	2,775,133						
Other								
	-	-	-	-	-	-	-	-
<b>Net Fund Balance (Cash)</b>	<b>1,120,608</b>	<b>1,693,940</b>	<b>1,547,373</b>	<b>1,639,457</b>	<b>1,944,477</b>	<b>1,807,343</b>	<b>1,809,203</b>	<b>1,896,322</b>
<i>Less: Reserve Balance 20% of Exp</i>	<i>(1,110,750)</i>	<i>(1,144,088)</i>	<i>(1,245,696)</i>	<i>(1,253,696)</i>	<i>(1,239,590)</i>	<i>(1,287,031)</i>	<i>(1,293,787)</i>	<i>(1,320,629)</i>
<b>Available Fund Balance - End of Year</b>	<b>9,858</b>	<b>549,851</b>	<b>301,677</b>	<b>385,760</b>	<b>704,887</b>	<b>520,312</b>	<b>515,417</b>	<b>575,693</b>
Solid Waste Fees	946,793	980,588	980,000	1,015,000	1,010,000	1,072,109	1,114,993	1,159,593
Solid Waste Container Fees			-	-	-	-	-	-
<b>Total Revenue</b>	<b>946,793</b>	<b>980,588</b>	<b>980,000</b>	<b>1,015,000</b>	<b>1,010,000</b>	<b>1,072,109</b>	<b>1,114,993</b>	<b>1,159,593</b>
Contractual Services	947,698	956,038	980,000	1,015,000	1,010,000	1,072,109	1,114,993	1,159,593
<b>Total Expenditures</b>	<b>947,698</b>	<b>956,038</b>	<b>980,000</b>	<b>1,015,000</b>	<b>1,010,000</b>	<b>1,072,109</b>	<b>1,114,993</b>	<b>1,159,593</b>
<i>Net Solid Waste Revenue (Expense)</i>								

Notes:

The Debt Service shown above to reflect the budget/accounting required for a water/sewer GO Bond issue. The bond is funded in the Debt Service Fund with Debt Service taxes, however for accounting purposes the revenue to support the payment is transferred out of the Debt Service Fund and into the Enterprise Fund to properly expense the principal and interest and record the reduction of outstanding debt associated with the business-type fund. The is presented in the 2013-14 Projected column and moving forward.

# Water Sales

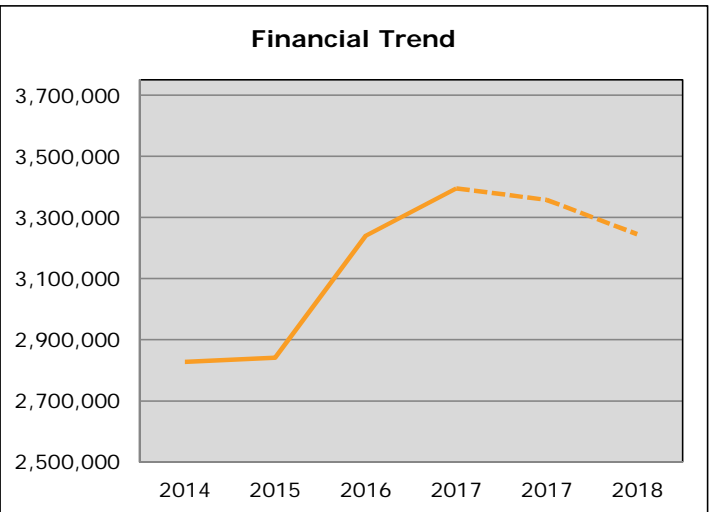
<b>General Ledger Codes:</b> 50-00-4610-0000	<b><u>Legal Authority:</u></b> Municipal Code: Section 700 & 705 State Statute: Chapter 91 RSMo.
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## Revenue Description

**Water Sales** - City of Raymore FY 2018 proposed water rates are \$6.50 per one thousand (1,000) gallons of water consumed. The FY17 rate was \$7.04. All residents receive a minimum bill for two thousand gallons of water and two thousand gallons sewer usage.

Revenues for FY18 are being based on addition of 175 homes with an average bill of \$34.45 per month.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	2,119,206	-0.89%
2009 Actual	2,035,150	-3.97%
2010 Actual	2,177,788	7.01%
2011 Actual	2,287,164	5.02%
2012 Actual	2,607,798	14.02%
2013 Actual	2,652,732	1.72%
2014 Actual	2,827,593	6.59%
2015 Actual	2,841,265	0.48%
2016 Actual	3,239,677	14.02%
2017 Budget	3,394,536	4.78%
2017 Projected	3,357,583	3.64%
2018 Estimated	3,245,381	-3.31%



# Sewer Use Charge

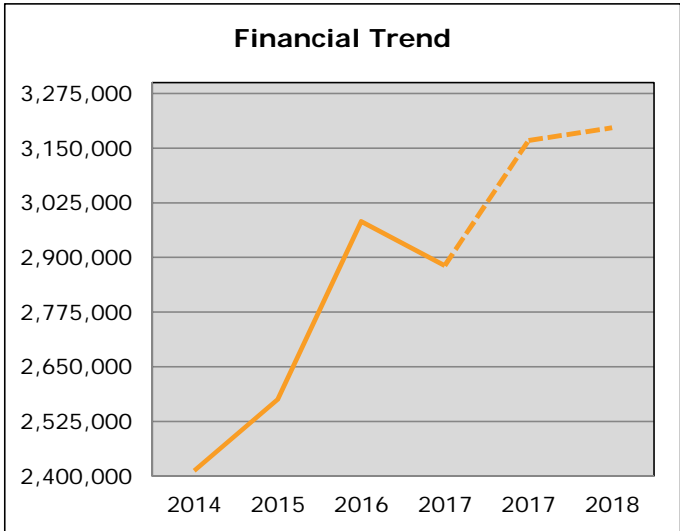
<p><b>General Ledger Codes:</b> 50-00-4630-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 700 &amp; 710 State Statute: Chapter 91 RSMo.</p>
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## Revenue Description

**Sewer Use Charges** - Sewerage use rates are charged by either actual use or winter averaging. In FY 2018, proposed use rates are eight dollars and one cent (\$8.01) per one thousand gallons of actual water consumed. Winter-averaged rates are eight dollars forty-six cents (\$8.46) per one thousand gallons of the average monthly water usage during the months of December, January, and February. All customers are billed each month for no less than two thousand gallons.

Revenues for FY18 are being based on addition of 175 homes with an average bill of \$42.45 per month.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	2,479,775	2.30%
2009 Actual	2,500,790	0.85%
2010 Actual	2,592,992	3.69%
2011 Actual	2,631,808	1.50%
2012 Actual	2,805,607	6.60%
2013 Actual	2,665,729	-4.99%
2014 Actual	2,412,533	-9.50%
2015 Actual	2,575,688	6.76%
2016 Actual	2,982,405	15.79%
2017 Budget	2,881,498	-3.38%
2017 Projected	3,167,531	6.21%
2018 Estimated	3,196,357	1.00%



# Water Meter Supply Fee

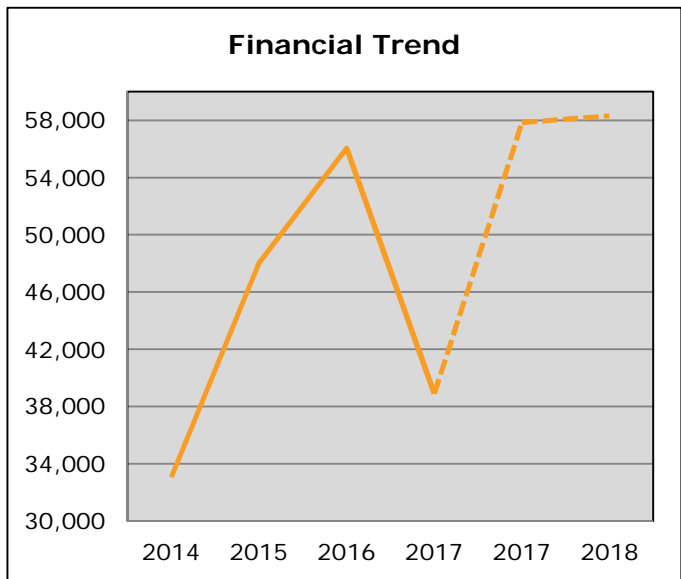
<p><b>General Ledger Codes:</b> 50-00-4620-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 700 &amp; 705 State Statute: Chapter 91 RSMo.</p>
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## Revenue Description

**Water Meter Supply Fee** - These fees are the initial charges associated with the actual cost to the City for meters, installation and maintenance of meters and access to the water main for all new construction. The current charge is \$315 per 3/4 inch meter size and \$455 per 1 inch meter size.

Revenue projections are based on the estimated amount of 175 new residential and commercial sites being constructed.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	34,415	-43.77%
2009 Actual	11,760	-65.83%
2010 Actual	17,329	47.36%
2011 Actual	13,055	-24.66%
2012 Actual	17,640	35.12%
2013 Actual	28,030	58.90%
2014 Actual	33,075	18.00%
2015 Actual	48,020	45.19%
2016 Actual	56,035	16.69%
2017 Budget	38,898	-30.58%
2017 Projected	57,831	3.21%
2018 Estimated	58,299	1.20%





# Utility Penalties

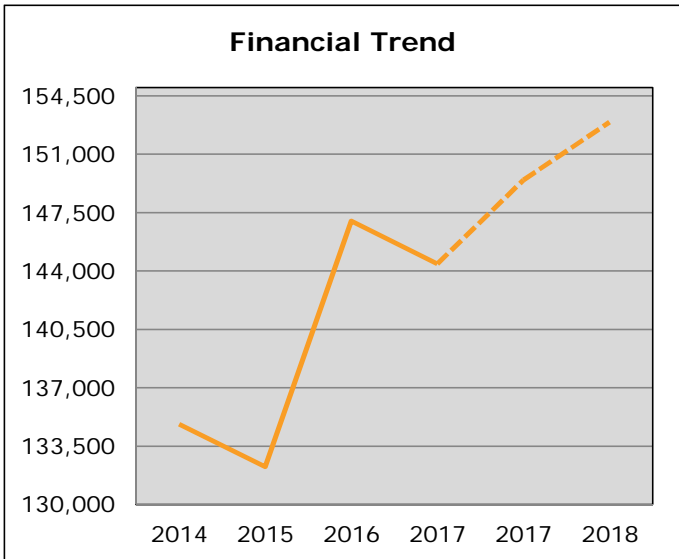
<p><b>General Ledger Codes:</b> 50-00-4600-0000</p>	<p><b><u>Legal Authority:</u></b> Municipal Code: Section 700, 705 &amp; 710 State Statute: Chapter 91 RSMo.</p>
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## Revenue Description

**Utility Penalties** - Revenues recorded in this account are late payment fees for water, sewer and trash billings.

Staff is estimating FY18 revenue based on projected FY17 revenues plus a 2.4% increase.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	128,229	1.47%
2009 Actual	143,703	12.07%
2010 Actual	132,516	-7.78%
2011 Actual	141,294	6.62%
2012 Actual	140,631	-0.47%
2013 Actual	140,980	0.25%
2014 Actual	134,818	-4.37%
2015 Actual	132,270	-1.89%
2016 Actual	146,986	11.13%
2017 Budget	144,424	-1.74%
2017 Projected	149,442	1.67%
2018 Estimated	152,924	2.41%



# Solid Waste Fees

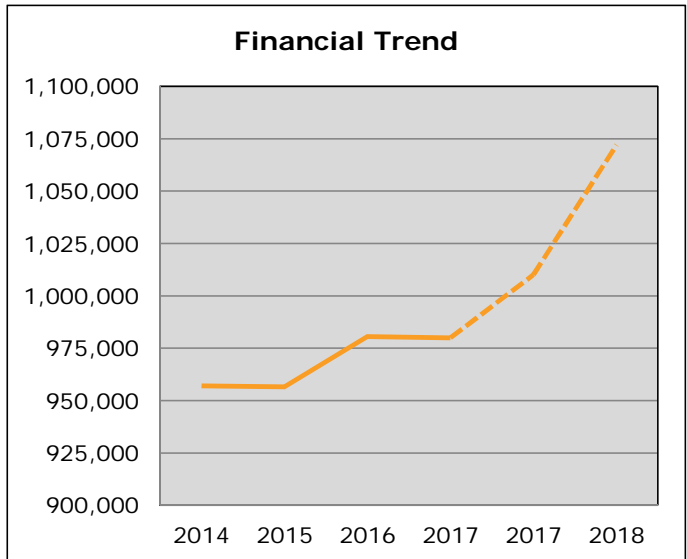
<p><b>General Ledger Codes:</b> 50-00-4640-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 235 State Statute: Chapter 70 RSMo. State Statute: Chapter 260 RSMo.</p>
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## Revenue Description

**Solid Waste Fees** - This revenue was added during the FY10 budget to account for the payment for city-wide solid waste pickup. This payment is set to match the invoice per home with no administration fee added.

FY18 revenue is estimated with an additional 175 homes and the contracted cost of \$12.41 per home increasing from \$11.91 starting January 1, 2018.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	708,320	N/A
2011 Actual	883,290	24.70%
2012 Actual	928,845	5.16%
2013 Actual	945,505	1.79%
2014 Actual	957,068	1.22%
2015 Actual	956,487	-0.06%
2016 Actual	980,600	2.52%
2017 Budget	980,000	-0.06%
2017 Projected	1,010,000	3.00%
2018 Estimated	1,072,109	6.34%



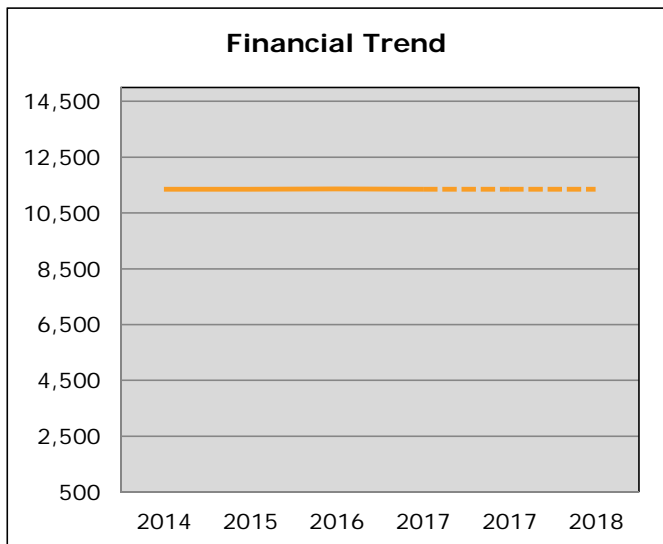
# Contractual

<b>General Ledger Codes:</b> 50-00-4380-0000	<b>Legal Authority:</b> Municipal Code: Section 700 State Statute: Chapter 82
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## Revenue Description

**Contractual-** This account is used to record the monthly connection fees and annual contract agreement fees between the City and Dikeland Sewer District.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	4,582	0.00%
2009 Actual	4,582	0.00%
2010 Actual	5,362	17.03%
2011 Actual	10,826	101.90%
2012 Actual	9,778	-9.68%
2013 Actual	11,249	15.05%
2014 Actual	11,353	0.92%
2015 Actual	11,353	0.00%
2016 Actual	11,363	0.08%
2017 Budget	11,353	-0.08%
2017 Projected	11,353	-0.09%
2018 Estimated	11,353	0.00%



# Interest Revenue

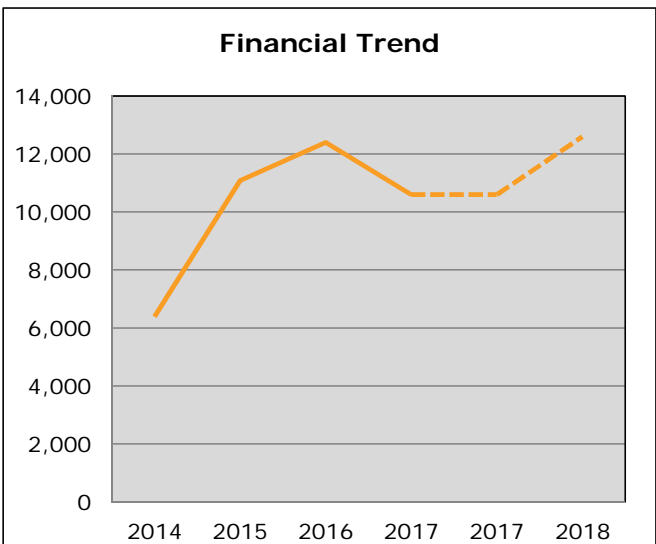
<b>General Ledger Codes:</b> 50-00-4350-0000	<b><u>Legal Authority:</u></b> State Statute: Chapter 82
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## Revenue Description

**Interest Revenue** - This account is used to record revenues associated with the City's return on investments of idle funds.

FY17 projected and FY18 revenues are based on current interest rates being earned as well as the projected fund balance.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	120,955	-51.48%
2009 Actual	51,734	-57.23%
2010 Actual	13,964	-73.01%
2011 Actual	6,309	-54.82%
2012 Actual	2,695	-57.28%
2013 Actual	5,385	99.78%
2014 Actual	6,380	18.48%
2015 Actual	11,086	73.77%
2016 Actual	12,391	11.78%
2017 Budget	10,592	-14.52%
2017 Projected	10,592	-14.52%
2018 Estimated	12,592	18.88%



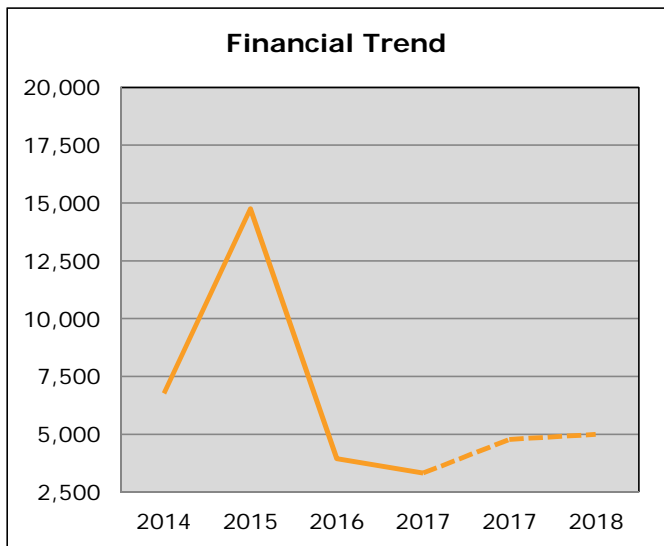
# Miscellaneous

<b>General Ledger Codes:</b> 50-00-4370-0000	<b>Legal Authority:</b> State Statute: Chapter 82
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## Revenue Description

**Miscellaneous** - Revenues from various sources not previously categorized. Historically, this amount is generally less than \$10,000 annually. The inconsistent nature of the revenue source makes it difficult to estimate.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	12,733	68.23%
2009 Actual	7,032	-44.78%
2010 Actual	9,554	35.87%
2011 Actual	20,685	116.50%
2012 Actual	13,376	-35.34%
2013 Actual	15,543	16.21%
2014 Actual	6,771	-56.44%
2015 Actual	14,755	117.91%
2016 Actual	3,943	-73.27%
2017 Budget	3,318	-15.86%
2017 Projected	4,776	21.12%
2018 Estimated	5,000	6.75%



# SRF Interest Credit

<p><b>General Ledger Codes:</b></p> <p>50-30-4355-0000 50-96-4355-0000</p>	<p><b>Legal Authority:</b> EIERA-92A City of Raymore, Missouri 1999B GO Bond (Issued through SRF)</p>
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## Revenue Description

**Miscellaneous** - These revenues are generated through the State Revolving Fund. Bi-annually the State calculates the interest credit earned for the 1992 SRF bond payment schedule.

Fiscal Year	Collection	Annual Percentage Change	
2008 Actual	118,676	150.08%	<div style="text-align: center;"><b>Financial Trend</b></div>
2009 Actual	91,916	-22.55%	
2010 Actual	83,873	-8.75%	
2011 Actual	88,470	5.48%	
2012 Actual	83,662	-5.43%	
2013 Actual	80,419	-3.88%	
2014 Actual	154,721	92.39%	
2015 Actual	153,470	-0.81%	
2016 Actual	155,793	1.51%	
2017 Budget	153,525	-1.46%	
2017 Projected	153,525	-1.46%	
2018 Estimated	156,213	1.75%	

# WATER UTILITIES

Water Utilities is responsible for the operation and maintenance of the water distribution system serving approximately 7,200 customers. This includes regular inspection and maintenance of the distribution system, Kentucky Pump Station, and three storage facilities; valve location; hydrant inventory and maintenance; and ensuring compliance with state and federal regulations. Water Utilities is comprised of the assistant director of Public Works, crew leaders, maintenance workers, and the administrative assistant, all of whom also work in the Street, Stormwater and Sewer divisions of the Public Works Department.

## PROGRAMS

### **Customer Service**

This program involves responding in a timely and quality manner to citizen and staff inquiries.

## GOALS

### **System Inspection and Maintenance**

1. Perform distribution system flushing in accordance with best practices established by the American Water Works Association and Missouri Department of Natural Resources.
2. Perform valve exercising and maintenance in accordance with best practices established by the American Water Works Association and Missouri Department of Natural Resources.
3. Assist the Finance Department with a review and possible modifications of the current water meter reading routes.

### **Customer Service**

Respond to customer concerns/complaints within 24 hours.

## FY 2017 PERFORMANCE SUMMARY

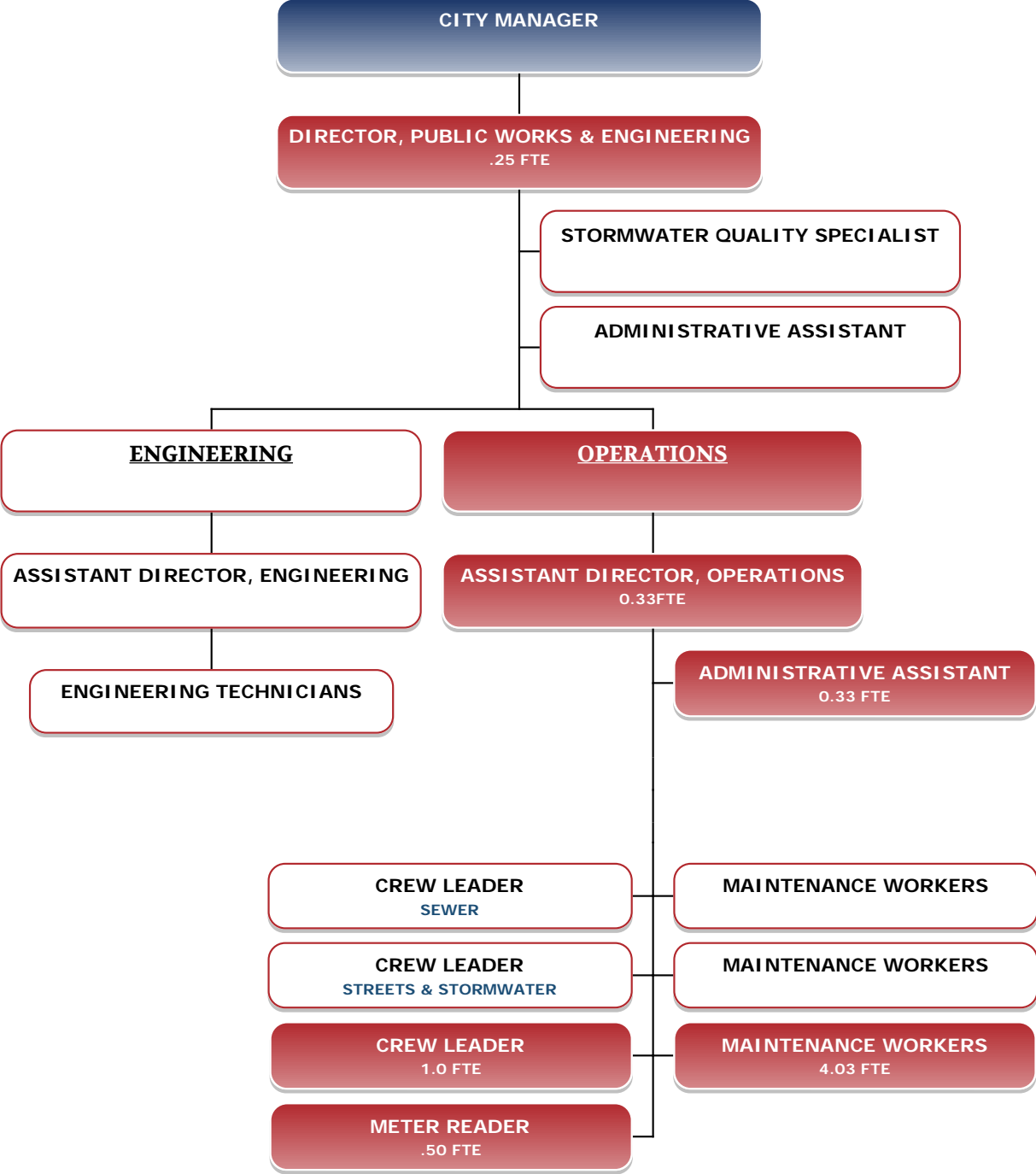
1. Tested the operation of and flushed 995 fire hydrants.
2. Continued the valve exercising program.
3. Continued conversion of meters from touch to radio-read. Approximately 694 were converted in FY 2017.
4. Installed 156 service taps related to new home construction.
5. Responded to 7000 locate tickets.

## SIGNIFICANT BUDGETARY ISSUES

1. The cost of purchase of water from Kansas City Water Services is included in this budget. The City's rate for water is scheduled to rise by 5%, from the FY 2017 budgeted amount of \$1,997,058.
2. During 2016 the city began switching our water meters to a Sensus meter. Included in this budget is funding to continue changing out old meters with Sensus Iperl meters. \$88,200
3. 35% funding for an additional Maintenance Worker. \$18,991
4. Includes 50% expansion item funding for Public Works Institution. \$2,400



# PUBLIC WORKS WATER UTILITIES



# WATER UTILITIES

**By Category**

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	390,788	400,605	478,963	478,963	410,501	488,322	488,322	488,322
Commodities	1,701,949	1,845,256	2,039,224	2,079,224	2,093,362	2,077,208	2,077,208	2,077,208
Maintenance and Repairs	37,097	47,224	70,095	70,095	56,660	72,000	72,000	72,000
Utilities	18,782	18,853	22,995	22,995	19,795	20,487	20,487	20,487
Contractual	97,812	251,483	183,313	183,313	241,298	184,803	184,803	187,203
Capital Outlay	0	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	1,297,376	1,390,924	535,181	535,181	535,181	454,204	454,204	454,204
<b>Total</b>	<b>3,543,804</b>	<b>3,954,345</b>	<b>3,329,771</b>	<b>3,369,771</b>	<b>3,356,797</b>	<b>3,297,024</b>	<b>3,297,024</b>	<b>3,299,424</b>

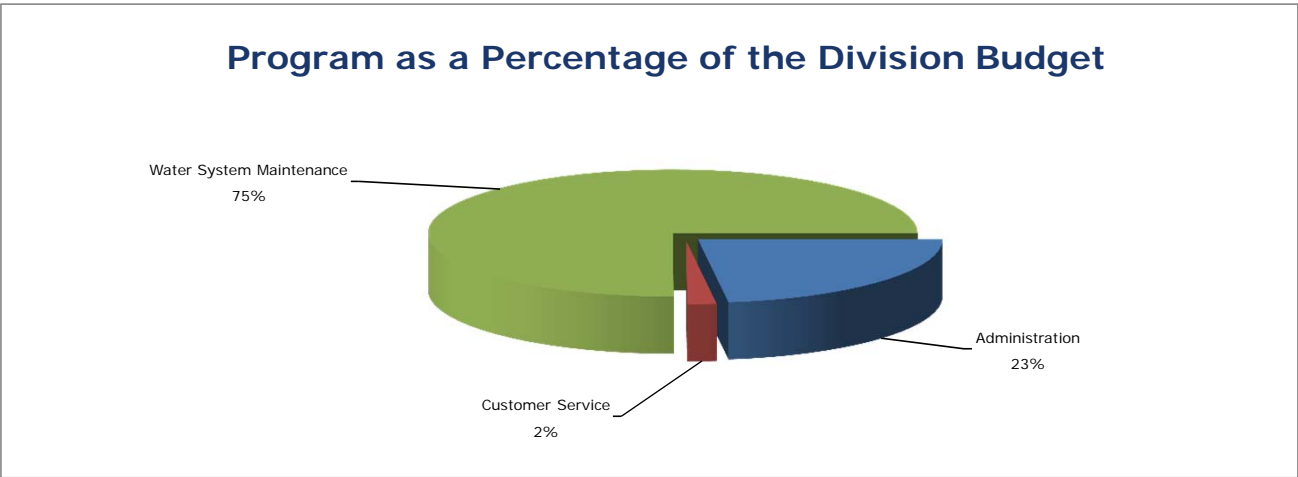
**Position Control Roster**

	2015-16 Actual	2016-17 Actual	2017-18 Adopted
Director, Public Works & Engineerin	0.25	0.25	0.25
Assistant Director, PW - Operations	0.33	0.33	0.33
Crew Leader, Water/Sewer	1.00	1.00	1.00
Maintenance Worker	3.68	3.68	4.03
Administrative Assistant	0.33	0.33	0.33
Meter Reader	0.50	0.50	0.50
<b>Total FTE</b>	<b>6.09</b>	<b>6.09</b>	<b>6.44</b>

**By Program**

	2017-18 Adopted
Administration	758,972
Customer Service	63,803
Water System Maintenance	2,476,649
<b>Total</b>	<b>3,299,424</b>

\* FY18 Expansion request to add an additional FTE to be split with Streets, Storm Water, Water and Sewer



# SEWER UTILITIES

Sewer Utilities is responsible for the operation and maintenance of the sanitary sewer collection system. This includes regular inspection and maintenance of the collection system and four lift stations, regular sewer jetting, and assuring compliance with state and federal regulations. Sewer Utilities is comprised of the assistant director of public works, crew leaders, maintenance workers, and the administrative assistant, all of whom also work in the Street, Stormwater and Water divisions of the Public Works Department.

## PROGRAMS

### **Customer Service**

This program involves responding in a timely and quality manner to citizen and staff inquiries.

### **Sewer System Maintenance**

The services provided in this program include the operation and maintenance of the sewer collection system.

## GOALS

### **Customer Service**

1. Respond to customer concerns/complaints in a timely manner.

### **Sewer System Maintenance**

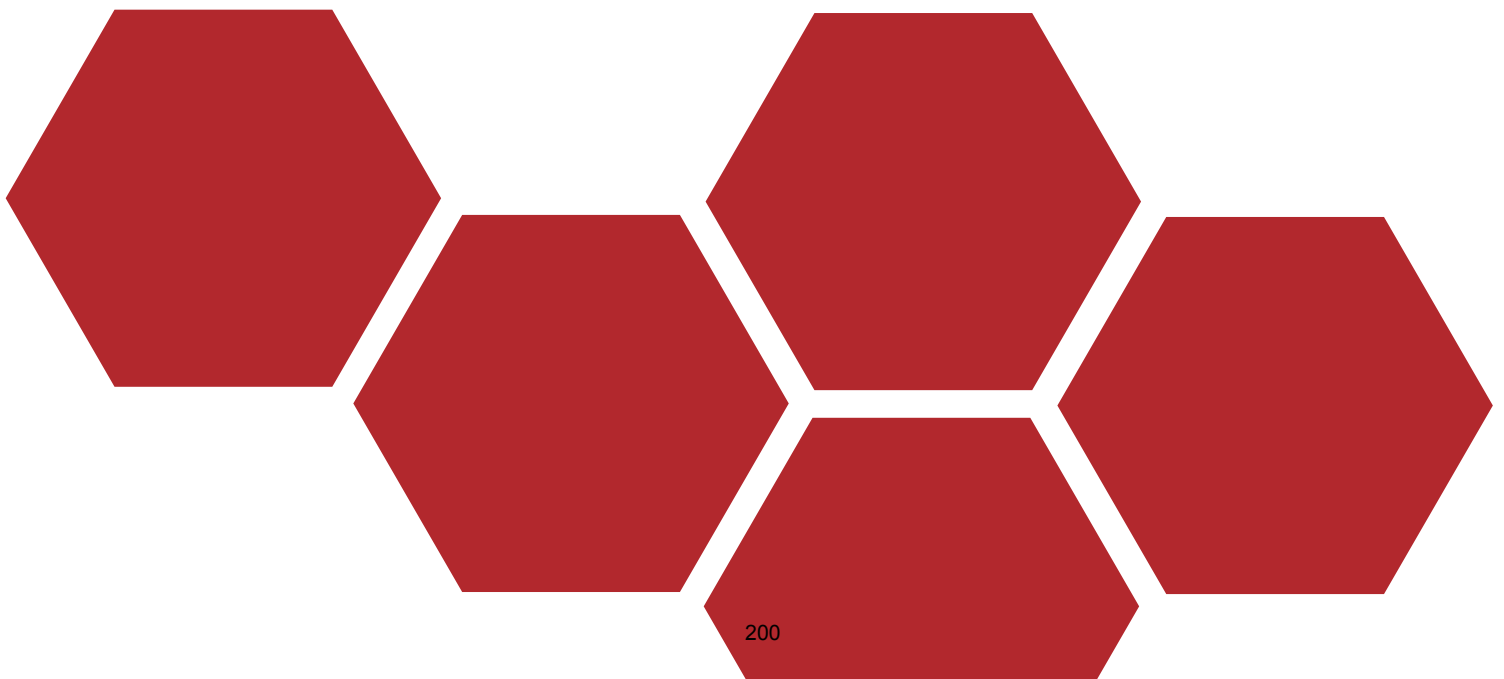
1. Perform annual televising and jetting/cleaning in accordance with the Department's Standard Operating Procedures

## FY 2017 PERFORMANCE SUMMARY

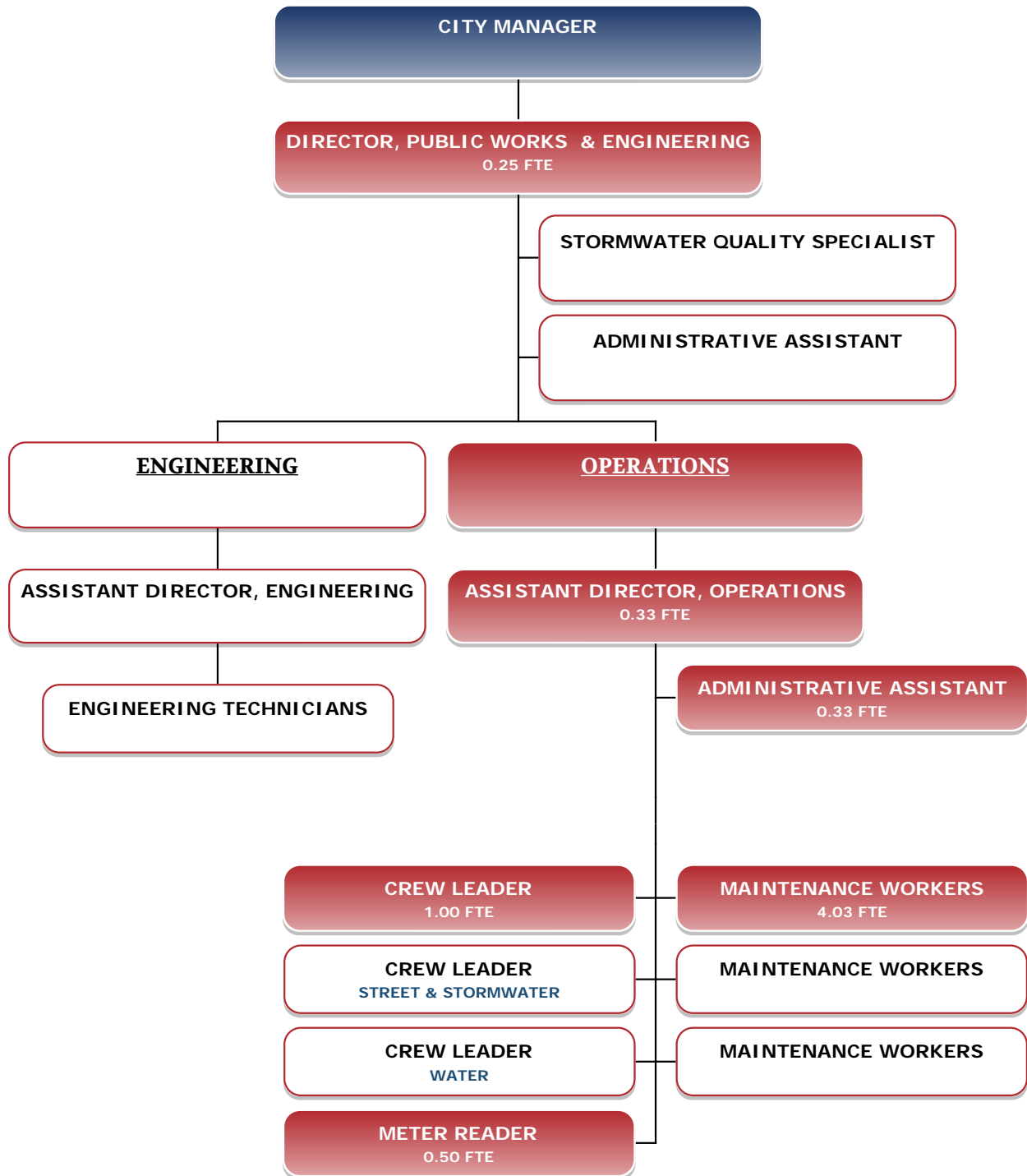
1. Continued the annual sewer jetting program. In FY 2017 approximately 130,000 linear feet were jetted. The goal is to jet the entire system every three years.

## SIGNIFICANT BUDGETARY ISSUES

1. The cost of treatment of sewer by the Little Blue Valley Sewer District is included in this budget. The City's rate is anticipated to increase by 6% next year, resulting in an increase from the projected FY 2017 expenditure of \$1,061,843 to \$1,129,634.
2. The cost of treatment of sewer by the Middle Big Creek Sewer Subdistrict is included in this budget at \$684,840
3. 35% funding for an additional Maintenance Worker. \$18,991
4. 50% expansion item funding for APWA conference. \$1,250



# PUBLIC WORKS SEWER UTILITIES



# SEWER UTILITIES

## By Category

	2014-15 Actual	2015-16 Actual	2016-17 Council Adopted	2016-17 Council As Amended	2016-17 Projected	2017-18 Department Requested	2017-18 C.M. Proposed	2017-18 Council Adopted
Personnel	392,171	393,895	450,167	450,167	405,715	461,542	461,542	461,542
Commodities	14,095	11,431	21,975	21,975	14,240	16,493	16,493	16,493
Maintenance and Repairs	98,260	80,023	86,540	86,540	85,540	87,565	87,565	87,565
Utilities	67,883	60,632	65,829	65,829	64,965	66,069	66,069	66,069
Contractual	1,708,840	1,707,699	1,785,494	1,785,494	1,781,988	1,892,394	1,892,394	1,893,644
Capital Outlay	0	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0	0
Transfers/Miscellaneous	2,280,403	2,308,679	435,181	435,181	435,181	454,204	454,204	454,204
<b>Total</b>	<b>4,561,654</b>	<b>4,562,359</b>	<b>2,845,186</b>	<b>2,845,186</b>	<b>2,787,629</b>	<b>2,978,267</b>	<b>2,978,267</b>	<b>2,979,517</b>

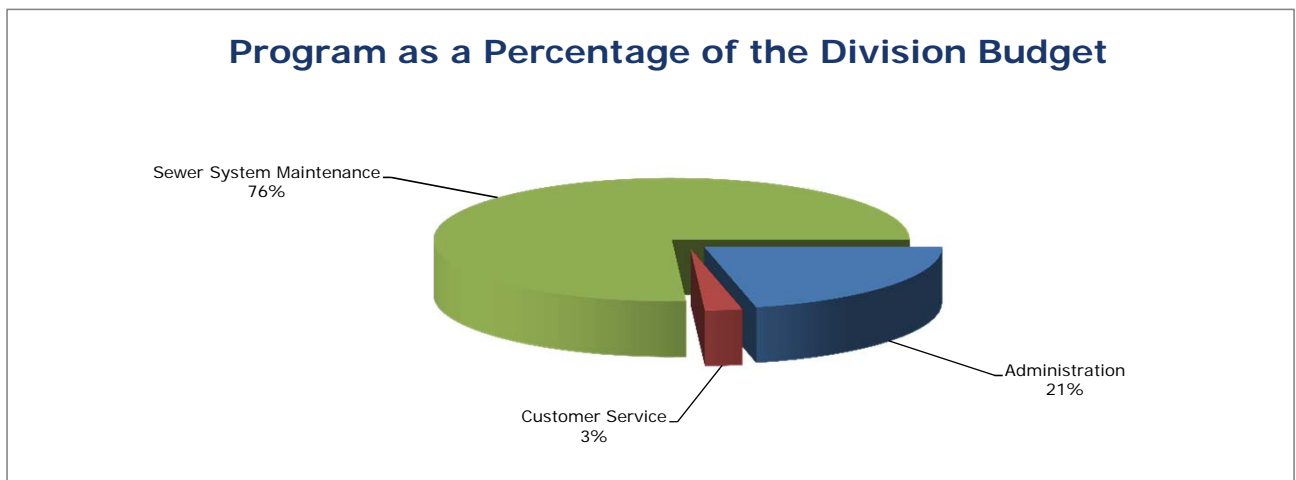
## Position Control Roster

	2015-16 Actual	2016-17 Actual	2017-18 Adopted
Director, Public Works & Engineering	0.25	0.25	0.25
Assistant Director, PW - Operations	0.33	0.33	0.33
Crew Leader, Water/Sewer	1.00	1.00	1.00
Maintenance Worker	3.68	3.68	4.03
Administrative Assistant	0.33	0.33	0.33
Meter Reader	0.50	0.50	0.50
<b>Total FTE</b>	<b>6.09</b>	<b>6.09</b>	<b>6.44</b>

## By Program

	2017-18 Adopted
Administration	640,650
Customer Service	75,576
Sewer System Maintenance	2,263,291
<b>Total</b>	<b>2,979,517</b>

\* FY18 Expansion request to add an additional FTE to be split with Streets, Storm Water, Water and Sewer



# SOLID WASTE

The City provides residential solid waste and recycling collection. Service provision is accomplished by contract from a private solid waste collection company. This chapter is to account for the revenues and expenditures pursuant to provision of this service.

## SIGNIFICANT BUDGETARY ISSUES

1. In FY 2017 the contract for citywide services was bid out as a joint bid with the City of Belton. The new contract will begin January 1, 2018.
2. The City monthly charge to residents for trash/ recycling and yard waste collection is \$11.91 for 2017 and will increase to \$12.41 in 2018. Revenues from trash/recycling fees are passed on in full to the City contractor. Total projected revenues and expenditures from solid waste fees \$1,072,109.



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# TRANSFERS FROM ENTERPRISE FUND TO OTHER FUNDS

This chapter is included to note any transfers from the Enterprise Fund that are included in the fiscal year budget.

## **SIGNIFICANT BUDGETARY ISSUES**

1. The Enterprise Fund makes an annual payment to the General Fund for services provided by the General Fund operations for the benefit of the Utility. The payment is made according to a formula for the calculation of the cost of services provided, as outlined in the following pages.  
\$810,118
2. The Enterprise Capital Maintenance Fund was established in FY 2010. The Fund accepts a transfer to support the ongoing maintenance of the water and sewer infrastructure of the City.  
\$540,099

# ENTERPRISE FUND PAYMENT TO GENERAL FUND FOR SERVICES

The Enterprise Fund (50) often benefits from expenditures by the General Fund (01) made on its behalf. For example, the Finance Department, whose funding is provided by the General Fund (01), provides purchasing and accounting services to support Enterprise Fund (50) operations. Knowing and accounting for the full cost of the water/ sewer utility sets a basis for financial analysis of the program, and for setting rates appropriately. General Fund (01) revenues should not subsidize the utility, which should be self supporting. Best practices from the fields of finance, accounting, and utility operations indicate that these indirect costs be identified and allocated to the Enterprise Fund (50).

Approaches to calculating an appropriate payment to the General Fund for services vary.

- One approach is to track activities individually and itemize expenses as they occur. While very accurate, this approach is very time consuming, complicated, and costly, so much so that most municipal organizations reject it because the benefits do not outweigh the costs.
- A more common approach is to determine an appropriate indirect cost rate. This involves determining direct and indirect costs for

programs, calculating what percent the indirect costs are of the direct, and using that percentage to calculate the appropriate share of indirect costs for each program. The following is an example using FY 2017 Proposed Budget figures:

<b>Indirect Costs</b>	Budget
Administration	\$ 990,442
Information Technology Services	\$ 473,750
Finance (less Utility Billing)	<u>\$ 361,1822</u>
	\$ 1,826,014

<b>Direct Costs</b>	Budget
General Fund (less indirect costs)	\$ 7,812,980
Park Fund	\$ 1,321,199
Enterprise Fund	<u>\$ 6,971,603</u>
	\$16,105,782

**Indirect/Direct Cost Rate** 11.34%  
 (\$1,826,014 / \$16,105,782)

**Enterprise Fund Indirect Calculation** \$790,415  
 (\$6,971,603 x 11.34% = \$790,415)

**Total Enterprise Fund Payment for Services to General Fund:**

Indirect Costs	\$ 790,415
Utility Billings	\$ <u>263,601</u>
Total	\$1,054,015

Using this method, the Enterprise Fund would pay \$1,054,015 to the General Fund.

- Consistent with the full cost of service approach, many cities also charge their franchise fee to their municipal utilities. Assessing our current franchise fee to water/sewer service would result in the following additional charge:

Annual Revenues	\$6,441,738
Fee	<u>7%</u>
Annual Payment	\$ 450,921

Staff is not recommending allocation of this additional fee at this time.

- The City uses a combined method to calculate the appropriate transfer to the General Fund. The steps taken are as follows:

- Calculate Enterprise Fund operating expenditures (not including capital outlay)
- Multiply the amount immediately above by 10%, a generally accepted percentage for determining overhead, or "indirect," costs.
- Add to the resulting number General Fund expenses that are directly for the benefit of the utility.

Using FY 2017 budget numbers, this method results in a transfer from the Enterprise Fund to the General Fund of \$771,540, as follows:

- Calculate Enterprise Fund operating expenditures (not including capital outlay)

Personnel	\$ 949,864
Commodities	\$2,093,701
Maintenance/Supplies	\$ 159,565
Utilities	\$ 86,556
Contractual [1]	\$2,077,197
VERP	\$ 98,290
 Total Enterprise Fund Operating Expenses	 \$5,465,173

- Multiply the amount immediately above by 10%, a generally accepted percentage for determining overhead costs.

$$\$5,465,173 \times 10\% = \$546,517$$

- Add to the resulting number General Fund expenses that are directly for the benefit of the utility.

Direct Expenses	
Utility Billing Payroll	\$ 135,118
Late Notices	\$ 5,963
Statement Billing	\$ 59,040
Other Utility Billing Expenses	<u>\$ 63,480</u>
	\$ 263,601

Allocated Enterprise Fund Indirect Expenses	\$ 546,517
Allocated Direct Expenses	<u>\$ 263,601</u>

Total Allocated Direct & Indirect Expense	\$ 810,118
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[1] This expense only includes those related to water and sewer. Trash services are not included due to the pass-through expense the City is offering at the present time.





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# ENTERPRISE FUND - DEBT SERVICE

This chapter is included to delineate debt service items that are being paid out of the Enterprise Fund.

## **SIGNIFICANT BUDGETARY ISSUES**

1. The Series 1999B Water/Sewer Bonds are funded by Debt Service Fund. For accounting purposes these bonds must be paid out of the Enterprise fund. This budget includes a debt service payment in the amount of \$156,213 which is offset by a transfer from the Debt Service Fund.

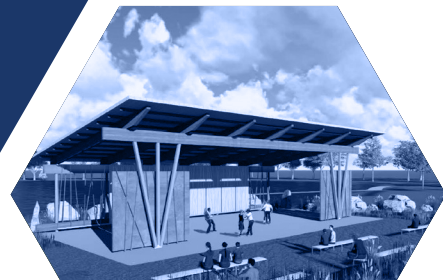


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# DEBT SERVICE

The Debt Service Fund is utilized to report the City's financing activities. It is used to account for the accumulation of resources for and the payment of financed debt. The City issues bond debt and utilizes general revenues or other dedicated revenues like special sales taxes to pay the matured bonds. All general obligation bond debt is included in this fund.

Debt may also be issued through the Enterprise Fund, Park Fund or other funds. All debt service charts are presented in this section.





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# GENERAL OBLIGATION BONDS

General Obligation Bonds commonly called “G.O. Bonds” are bonds secured by the pledge of the City’s full faith, credit and taxing power. The taxing power is usually an unlimited ad valorem tax based upon the assessed value of property located within the City. When unlimited ad valorem taxes are pledged, the City is legally required to raise taxes in order to pay the debt service on the bonds. Due to the pledge of a City’s unlimited ad valorem taxes, G.O. Bonds carry the lowest interest rates among the various financing options. The voters must approve G.O. Bonds with either a four-sevenths (4/7ths) or two-thirds (2/3rds) majority, depending upon when the election is held. The City has a Missouri constitutional debt limit not to exceed 20% of the City’s assessed valuation.

**Bond issues accounted for in this section include:**

- Series 2017 New Money (\$1.09M Trans & \$1.66M Parks)
- Series 2016 New Money (\$2.2M Trans & \$5.09M Parks)
- Series 2013 (Refunding the remaining portion of Series 2007)
- Series 2012 (Refunding of Series 2004 and partial refunding of Series 2007)
- Series 2008 (Refunding of Series 1999A)
- Series 1999B (State Revolving Fund)
- Series 2007 (New Money \$12.49M Trans & \$1.91M Parks/ Refunded 2012 & 2013)
- Series 2004 (Refunding of Series 2000/Refunded 2012)
- Series 2000 (Refunding of Series 1997/Refunded 2004)
- Series 1997 (New Money - Trans/Refunded 2000)

State law requires the Missouri State Auditor to annually review all taxing jurisdictions throughout Missouri as to their compliance with the tax limitation provisions of Missouri’s Hancock Amendment. To accomplish this, the Auditor provides the City a set of worksheets used to calculate the allowable tax rates for each of the General, Park and Debt Service funds. These worksheets contain calculations performed by the Auditor based on information provided by the City. When received, the City verifies or revises these numbers as appropriate. Statute provides that “a tax rate proposed for annual debt service requirements will be prima facie valid if, after making the payment for which the tax was levied, bonds remain outstanding and the debt fund reserves do not exceed the following year’s payments (see attached RSMo 137.073 6(2)).” The Auditor may also approve a higher rate, if for instance balloon payments would warrant accumulation of a larger reserve.

## SIGNIFICANT BUDGETARY ISSUES - HISTORY

1. During 2017, the the City's maintained its bond rating, which was upgraded from A1 to Aa2 in FY 2013.
2. In April 2016 the City placed a no tax increase bond issue on the ballot for improved parks as well as new and safer streets. The ballot language was \$3.3 million for road and street improvements and \$6.75 million for park improvements. The issue passed with a large margin.
3. On April 10, 2017, the City Council approved a GO Bond issue of \$2.75 million. This was the final sale of bonds from the 2016 election, which was also as "bank-qualification".



**DEBT SERVICE (40)**

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Projected	2017-18 Adopted	2018-19 Forecast	2019-20 Forecast
<b>Fund Balance</b>							
Beginning of Year	906,875	1,147,925	1,278,989	1,789,947	1,879,165	1,680,941	1,844,189
<b>Revenue</b>							
Property Tax	1,946,951	2,000,436	2,044,055	2,059,930	2,214,943	2,237,093	2,259,463
Interest (fund balance *0.005)	24,401	6,786	4,302	4,756	4,756	8,405	9,221
Penalties (prop tax *0.004)	11,745	17,475	14,308	8,941	8,860	8,948	9,038
Bond Proceeds	-	59,825	-	44,002	-	-	-
Transfers In - GO Bond funds	-	-	-	-	-	-	-
<b>Total Revenue</b>	<b>1,983,097</b>	<b>2,084,522</b>	<b>2,062,665</b>	<b>2,117,629</b>	<b>2,228,559</b>	<b>2,254,446</b>	<b>2,277,722</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>2,889,972</b>	<b>3,232,447</b>	<b>3,341,654</b>	<b>3,907,575</b>	<b>4,107,723</b>	<b>3,935,387</b>	<b>4,121,911</b>
<b>Expenditures</b>							
Debt Service	1,619,196	1,254,365	1,795,797	1,831,446	2,267,570	1,934,860	2,099,185
Fees	1,395	1,965	7,000	690	3,000	3,000	3,000
Misc. - Cost of Issuance	-	57,894	-	42,750	-	-	-
Deafease of partial bond issue *	-	-	-	-	-	-	-
D.S. Transfer to Enterprise Fund	121,456	128,275	155,556	153,525	156,213	153,338	-
1999B Water/Sewer Bond	-	-	-	-	-	-	-
<b>Debt Service</b>							
Series 1999B Water/Sewer (Transfer to Fund 50) **	121,456	128,275	153,525	153,525	156,213	153,338	-
Series 2000 (final pmt FY15)	685,000	-	-	-	-	-	-
Series 2004 Refunding (refunded 2012)	-	-	-	-	-	-	-
Series 2007 - Parks & Trans (refunded 2012 & 2013)	323,194	-	-	-	-	-	-
Series 2008 Water/Sewer Refunding (1)	172,830	176,830	185,755	185,755	353,195	-	-
Series 2012 Refunding	306,850	651,950	559,400	559,400	463,600	399,300	499,550
Series 2013 Refunding	131,323	425,585	545,850	545,850	663,625	152,273	1,017,035
Series 2016 - Parks & Transportation	-	-	506,823	506,823	493,550	882,088	264,800
Series 2017 - Parks & Transportation	-	-	-	33,618	293,600	501,200	317,800
<b>Total Expenditures</b>	<b>1,742,048</b>	<b>1,442,499</b>	<b>1,958,353</b>	<b>2,028,411</b>	<b>2,426,783</b>	<b>2,091,198</b>	<b>2,102,185</b>
<b>Annual Difference</b>	<b>241,049</b>	<b>642,023</b>	<b>104,312</b>	<b>89,218</b>	<b>(198,224)</b>	<b>163,248</b>	<b>175,537</b>
<b>Fund Balance (Gross)</b>	<b>1,147,925</b>	<b>1,789,947</b>	<b>1,383,301</b>	<b>1,879,165</b>	<b>1,680,941</b>	<b>1,844,189</b>	<b>2,019,726</b>

<b>Applicable Data:</b>							
Assessed Valuation	\$274,419,628	\$283,422,039	\$290,902,454	\$290,902,454	\$315,222,599	\$318,374,825	\$321,558,573
Change in AV	2%	3%	3%	3%	8%	1%	1%
Legal Debt Margin	54,883,926	56,684,408	58,180,491	58,180,491	63,044,520	63,674,965	64,311,715
Collection Rate	1.98	2.98	0.98	0.98	0.98	0.98	0.98
Debt Service Levy	0.7170	0.7170	0.7170	0.7170	0.7170	0.7170	0.7170
Operating Levy	0.5898	0.5887	0.5887	0.5887	0.5686	0.5625	0.5569
Total City Property Tax	1.3068	1.3057	1.3057	1.3057	1.2856	1.2795	1.2739

**Notes:**

This fund shows an additional two fiscal years forecast using the current debt service schedule and a 1% growth in assessed valuations. Internally the fund is forecast out to fully fund all existing debt using the current debt service schedules and assuming no additional financing.

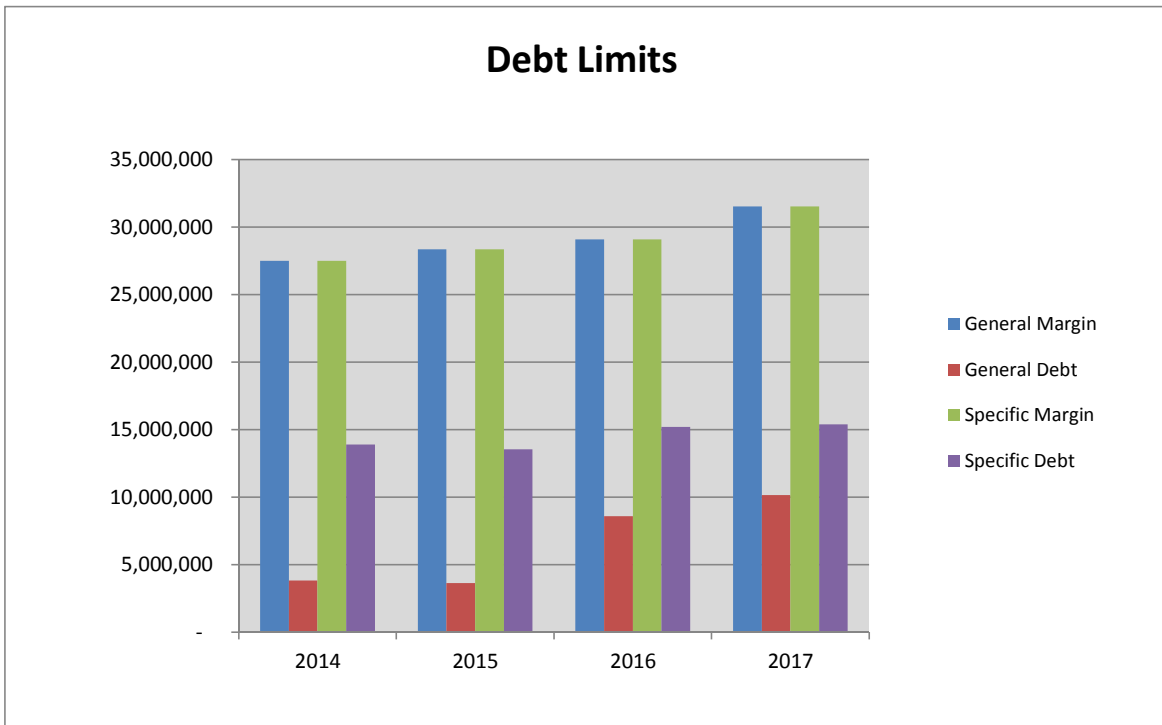
On April 5, 2016, Raymore voters approved the issuance of no tax increase debt to fund \$3,300,000 in street improvements and \$6,750,000 in parks improvements. The bonds were issued at two different competitive sales. The first was sold on June 1, 2016 the second was sold on April 27, 2017

\*\* The 1999B bond issue is funded by the Debt Service Fund, however, due to the Water/Sewer Issuance funds are transferred to the Enterprise Fund (50) for payment. As shown above, the last payment is scheduled for FY 2018-19

<sup>(1)</sup> On October 23, 2017 City Council Approved Bill 3304 to defease the 2008 General Obligation Refunding Bond. The schedule and the total Fiscal Year 2018 expenditures were adjusted and approved with the adoption of the Fiscal Year 2018 Operating Budget Bill 3303.

# Legal Debt Limit

Year	General Margin	General Debt	Specific Margin	Specific Debt	Total Debt	Assessed Value
2014	27,491,863	3,843,338	27,491,863	13,909,035	17,752,373	274,918,628
2015	28,342,204	3,655,997	28,342,204	13,542,634	17,198,631	283,422,039
2016	29,090,245	8,603,839	29,090,245	15,216,161	23,820,000	290,902,454
2017	31,522,260	10,169,002	31,522,260	15,405,998	25,575,000	315,222,599



Notes: Debt margin is the total general obligation indebtedness allowed by the State Constitution. The maximum amount of debt is 20% of assessed value. General Margin is 10% that can be issued for any City purpose. Specific Margin is 10% that can only be issued for the purpose of acquiring right-of-way, constructing or extending and improving streets, avenues and/or sanitary or storm systems, and purchasing or constructing waterworks or other plants.

As shown in the charts above Raymore carries a healthy debt service balance well within the legal limits.

# City of Raymore, Missouri

## Aggregate General Obligation Debt Service

### General Obligation Bonds

Date	Series 1999B *		Series 2008		Series 2012		Series 2013	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
09/01/2017	130,000.00	11,762.50	-	6,390.00	-	110,525.00	-	57,226.25
03/01/2018	-	8,106.25	170,000.00	6,390.00	245,000.00	110,525.00	555,000.00	57,226.25
09/01/2018	140,000.00	8,106.25	-	3,330.00	-	108,075.00	-	51,398.75
03/01/2019	-	4,168.75	180,000.00	3,330.00	185,000.00	108,075.00	50,000.00	51,398.75
09/01/2019	145,000.00	4,168.75	-	-	-	106,225.00	-	50,873.75
03/01/2020	-	-	-	-	290,000.00	106,225.00	925,000.00	50,873.75
09/01/2020	-	-	-	-	-	103,325.00	-	41,161.25
03/01/2021	-	-	-	-	-	103,325.00	1,040,000.00	41,161.25
09/01/2021	-	-	-	-	-	103,325.00	-	30,761.25
03/01/2022	-	-	-	-	-	103,325.00	1,225,000.00	30,761.25
09/01/2022	-	-	-	-	-	103,325.00	-	17,592.50
03/01/2023	-	-	-	-	-	103,325.00	1,355,000.00	17,592.50
09/01/2023	-	-	-	-	-	103,325.00	-	6,075.00
03/01/2024	-	-	-	-	920,000.00	103,325.00	675,000.00	6,075.00
09/01/2024	-	-	-	-	-	89,525.00	-	-
03/01/2025	-	-	-	-	1,875,000.00	89,525.00	-	-
09/01/2025	-	-	-	-	-	61,400.00	-	-
03/01/2026	-	-	-	-	2,135,000.00	61,400.00	-	-
09/01/2026	-	-	-	-	-	29,375.00	-	-
03/01/2027	-	-	-	-	2,350,000.00	29,375.00	-	-
09/01/2027	-	-	-	-	-	-	-	-
03/01/2028	-	-	-	-	-	-	-	-
09/01/2028	-	-	-	-	-	-	-	-
03/01/2029	-	-	-	-	-	-	-	-
09/01/2029	-	-	-	-	-	-	-	-
03/01/2030	-	-	-	-	-	-	-	-
09/01/2030	-	-	-	-	-	-	-	-
03/01/2031	-	-	-	-	-	-	-	-
09/01/2031	-	-	-	-	-	-	-	-
03/01/2032	-	-	-	-	-	-	-	-
09/01/2032	-	-	-	-	-	-	-	-
03/01/2033	-	-	-	-	-	-	-	-
09/01/2033	-	-	-	-	-	-	-	-
03/01/2034	-	-	-	-	-	-	-	-
09/01/2034	-	-	-	-	-	-	-	-
03/01/2035	-	-	-	-	-	-	-	-
09/01/2035	-	-	-	-	-	-	-	-
03/01/2036	-	-	-	-	-	-	-	-
09/01/2036	-	-	-	-	-	-	-	-
03/01/2037	-	-	-	-	-	-	-	-
09/01/2037	-	-	-	-	-	-	-	-
<b>Totals</b>	<b>415,000.00</b>	<b>36,312.50</b>	<b>350,000.00</b>	<b>19,440.00</b>	<b>8,000,000.00</b>	<b>1,836,850.00</b>	<b>5,825,000.00</b>	<b>510,177.50</b>

\* Does not include semiannual subsidies from SRF program. January payments displayed in March, July payments in September to line up with other City bond issues.

# City of Raymore, Missouri

## Aggregate General Obligation Debt Service

### General Obligation Bonds

Series 2016		Series 2017		Total	Total	Total	Total	Fiscal Year
Principal	Interest	Principal	Interest	Principal	Interest	Escrow	P&I	Totals
-	99,962.50	-	33,617.78	130,000.00	319,484.03	-	449,484.03	449,484.03
300,000.00	99,962.50	200,000.00	48,800.00	1,470,000.00	331,010.00	-	1,801,010.00	-
-	93,587.50	-	44,800.00	140,000.00	309,297.50	-	449,297.50	2,250,307.50
710,000.00	93,587.50	420,000.00	44,800.00	1,545,000.00	305,360.00	-	1,850,360.00	-
-	78,500.00	-	36,400.00	145,000.00	276,167.50	-	421,167.50	2,271,527.50
110,000.00	78,500.00	250,000.00	36,400.00	1,575,000.00	271,998.75	-	1,846,998.75	-
-	76,300.00	-	31,400.00	-	252,186.25	-	252,186.25	2,099,185.00
335,000.00	76,300.00	260,000.00	31,400.00	1,635,000.00	252,186.25	-	1,887,186.25	-
-	69,600.00	-	26,850.00	-	230,536.25	-	230,536.25	2,117,722.50
205,000.00	69,600.00	270,000.00	26,850.00	1,700,000.00	230,536.25	-	1,930,536.25	-
-	65,500.00	-	22,125.00	-	208,542.50	-	208,542.50	2,139,078.75
130,000.00	65,500.00	280,000.00	22,125.00	1,765,000.00	208,542.50	-	1,973,542.50	-
-	62,900.00	-	17,225.00	-	189,525.00	-	189,525.00	2,163,067.50
-	62,900.00	240,000.00	17,225.00	1,835,000.00	189,525.00	-	2,024,525.00	-
-	62,900.00	-	13,325.00	-	165,750.00	-	165,750.00	2,190,275.00
-	62,900.00	-	13,325.00	1,875,000.00	165,750.00	-	2,040,750.00	-
-	62,900.00	-	13,325.00	-	137,625.00	-	137,625.00	2,178,375.00
-	62,900.00	-	13,325.00	2,135,000.00	137,625.00	-	2,272,625.00	-
-	62,900.00	-	13,325.00	-	105,600.00	-	105,600.00	2,378,225.00
-	62,900.00	-	13,325.00	2,350,000.00	105,600.00	-	2,455,600.00	-
-	62,900.00	-	13,325.00	-	76,225.00	-	76,225.00	2,531,825.00
940,000.00	62,900.00	-	13,325.00	940,000.00	76,225.00	-	1,016,225.00	-
-	51,150.00	-	13,325.00	-	64,475.00	-	64,475.00	1,080,700.00
990,000.00	51,150.00	-	13,325.00	990,000.00	64,475.00	-	1,054,475.00	-
-	38,775.00	-	13,325.00	-	52,100.00	-	52,100.00	1,106,575.00
1,050,000.00	38,775.00	-	13,325.00	1,050,000.00	52,100.00	-	1,102,100.00	-
-	25,650.00	-	13,325.00	-	38,975.00	-	38,975.00	1,141,075.00
1,110,000.00	25,650.00	-	13,325.00	1,110,000.00	38,975.00	-	1,148,975.00	-
-	13,162.50	-	13,325.00	-	26,487.50	-	26,487.50	1,175,462.50
1,170,000.00	13,162.50	-	13,325.00	1,170,000.00	26,487.50	-	1,196,487.50	-
-	-	-	13,325.00	-	13,325.00	-	13,325.00	1,209,812.50
-	-	155,000.00	13,325.00	155,000.00	13,325.00	-	168,325.00	-
-	-	-	11,000.00	-	11,000.00	-	11,000.00	179,325.00
-	-	160,000.00	11,000.00	160,000.00	11,000.00	-	171,000.00	-
-	-	-	8,600.00	-	8,600.00	-	8,600.00	179,600.00
-	-	165,000.00	8,600.00	165,000.00	8,600.00	-	173,600.00	-
-	-	-	6,125.00	-	6,125.00	-	6,125.00	179,725.00
-	-	170,000.00	6,125.00	170,000.00	6,125.00	-	176,125.00	-
-	-	-	3,150.00	-	3,150.00	-	3,150.00	179,275.00
-	-	180,000.00	3,150.00	180,000.00	3,150.00	-	183,150.00	-
-	-	-	-	-	-	-	-	183,150.00
7,050,000.00	1,853,375.00	2,750,000.00	737,617.78	24,390,000.00	4,993,772.78	-	29,383,772.78	29,383,772.78

## City of Raymore, Missouri

### General Obligation Debt Service

Original Par           \$1,800,000  
 Issue                   Series 1999B (SRF)  
 Purpose                New Money  
 Dated                   December 1, 1999

Date	Principal	Interest	Total P+I	Fiscal Year Total
03/01/2018	-	8,106.25	8,106.25	
09/01/2018	140,000.00	8,106.25	148,106.25	156,212.50
03/01/2019	-	4,168.75	4,168.75	
09/01/2019	145,000.00	4,168.75	149,168.75	153,337.50
03/01/2020	-	-	-	
09/01/2020	-	-	-	-
03/01/2021	-	-	-	
09/01/2021	-	-	-	-
03/01/2022	-	-	-	
09/01/2022	-	-	-	-
03/01/2023	-	-	-	
09/01/2023	-	-	-	-
03/01/2024	-	-	-	
09/01/2024	-	-	-	-
03/01/2025	-	-	-	
09/01/2025	-	-	-	-
03/01/2026	-	-	-	
09/01/2026	-	-	-	-
03/01/2027	-	-	-	
<b>Total</b>	<b>\$285,000.00</b>	<b>\$24,550.00</b>	<b>\$309,550.00</b>	<b>-</b>

\* Does not include semiannual subsidies from SRF program

Piper Jaffray & Co.  
 Public Finance

## City of Raymore, Missouri

### General Obligation Debt Service

Original Par            \$2,515,000  
 Issue                    Series 2008  
 Purpose                Refunding Bonds  
 Dated                    March 25, 2008

Date	Principal	Interest	Total P+I	Fiscal Year Total
03/01/2018	170,000.00	6,390.00	176,390.00	
09/01/2018	-	3,330.00	3,330.00	179,720.00
03/01/2019	180,000.00	3,330.00	183,330.00	
09/01/2019	-	-	-	183,330.00
03/01/2020	-	-	-	
09/01/2020	-	-	-	-
03/01/2021	-	-	-	
09/01/2021	-	-	-	-
03/01/2022	-	-	-	
09/01/2022	-	-	-	-
03/01/2023	-	-	-	
09/01/2023	-	-	-	-
03/01/2024	-	-	-	
09/01/2024	-	-	-	-
03/01/2025	-	-	-	
09/01/2025	-	-	-	-
03/01/2026	-	-	-	
09/01/2026	-	-	-	-
03/01/2027	-	-	-	
<b>Total</b>	<b>\$350,000.00</b>	<b>\$13,050.00</b>	<b>\$363,050.00</b>	<b>-</b>

Piper Jaffray & Co.  
 Public Finance



## City of Raymore, Missouri

### General Obligation Debt Service

Original Par \$9,335,000  
 Issue Series 2012  
 Purpose Refunding Bonds  
 Dated December 28, 2012

Date	Principal	Interest	Total	Fiscal Year Total
03/01/2018	245,000.00	110,525.00	355,525.00	
09/01/2018	-	108,075.00	108,075.00	463,600.00
03/01/2019	185,000.00	108,075.00	293,075.00	
09/01/2019	-	106,225.00	106,225.00	399,300.00
03/01/2020	290,000.00	106,225.00	396,225.00	
09/01/2020	-	103,325.00	103,325.00	499,550.00
03/01/2021	-	103,325.00	103,325.00	
09/01/2021	-	103,325.00	103,325.00	206,650.00
03/01/2022	-	103,325.00	103,325.00	
09/01/2022	-	103,325.00	103,325.00	206,650.00
03/01/2023	-	103,325.00	103,325.00	
09/01/2023	-	103,325.00	103,325.00	206,650.00
03/01/2024	920,000.00	103,325.00	1,023,325.00	
09/01/2024	-	89,525.00	89,525.00	1,112,850.00
03/01/2025	1,875,000.00	89,525.00	1,964,525.00	
09/01/2025	-	61,400.00	61,400.00	2,025,925.00
03/01/2026	2,135,000.00	61,400.00	2,196,400.00	
09/01/2026	-	29,375.00	29,375.00	2,225,775.00
03/01/2027	2,350,000.00	29,375.00	2,379,375.00	
<b>Total</b>	<b>\$8,000,000.00</b>	<b>\$1,726,325.00</b>	<b>\$9,726,325.00</b>	<b>-</b>

Piper Jaffray & Co.  
 Public Finance

## City of Raymore, Missouri

### General Obligation Debt Service

Original Par \$7,150,000  
 Issue Series 2013  
 Purpose Refunding Bonds  
 Dated February 28, 2013

Date	Principal	Interest	Total	Fiscal Year Total
03/01/2018	555,000.00	57,226.25	612,226.25	
09/01/2018	-	51,398.75	51,398.75	663,625.00
03/01/2019	50,000.00	51,398.75	101,398.75	
09/01/2019	-	50,873.75	50,873.75	152,272.50
03/01/2020	925,000.00	50,873.75	975,873.75	
09/01/2020	-	41,161.25	41,161.25	1,017,035.00
03/01/2021	1,040,000.00	41,161.25	1,081,161.25	
09/01/2021	-	30,761.25	30,761.25	1,111,922.50
03/01/2022	1,225,000.00	30,761.25	1,255,761.25	
09/01/2022	-	17,592.50	17,592.50	1,273,353.75
03/01/2023	1,355,000.00	17,592.50	1,372,592.50	
09/01/2023	-	6,075.00	6,075.00	1,378,667.50
03/01/2024	675,000.00	6,075.00	681,075.00	
09/01/2024	-	-	-	681,075.00
03/01/2025	-	-	-	
09/01/2025	-	-	-	-
03/01/2026	-	-	-	
09/01/2026	-	-	-	-
03/01/2027	-	-	-	-
<b>Total</b>	<b>\$5,825,000.00</b>	<b>\$452,951.25</b>	<b>\$6,277,951.25</b>	

Piper Jaffray & Co.  
 Public Finance

## City of Raymore, Missouri

### General Obligation Debt Service

Original Par           \$7,300,000  
 Issue                    Series 2016  
 Purpose                New Money  
 Dated                   June 2, 2016

Date	Principal	Interest	Total P+I	Fiscal Year
				Total
03/01/2018	300,000.00	99,962.50	399,962.50	
09/01/2018	-	93,587.50	93,587.50	493,550.00
03/01/2019	710,000.00	93,587.50	803,587.50	
09/01/2019	-	78,500.00	78,500.00	882,087.50
03/01/2020	110,000.00	78,500.00	188,500.00	
09/01/2020	-	76,300.00	76,300.00	264,800.00
03/01/2021	335,000.00	76,300.00	411,300.00	
09/01/2021	-	69,600.00	69,600.00	480,900.00
03/01/2022	205,000.00	69,600.00	274,600.00	
09/01/2022	-	65,500.00	65,500.00	340,100.00
03/01/2023	130,000.00	65,500.00	195,500.00	
09/01/2023	-	62,900.00	62,900.00	258,400.00
03/01/2024	-	62,900.00	62,900.00	
09/01/2024	-	62,900.00	62,900.00	125,800.00
03/01/2025	-	62,900.00	62,900.00	
09/01/2025	-	62,900.00	62,900.00	125,800.00
03/01/2026	-	62,900.00	62,900.00	
09/01/2026	-	62,900.00	62,900.00	125,800.00
03/01/2027	-	62,900.00	62,900.00	
09/01/2027	-	62,900.00	62,900.00	125,800.00
03/01/2028	940,000.00	62,900.00	1,002,900.00	
09/01/2028	-	51,150.00	51,150.00	1,054,050.00
03/01/2029	990,000.00	51,150.00	1,041,150.00	
09/01/2029	-	38,775.00	38,775.00	1,079,925.00
03/01/2030	1,050,000.00	38,775.00	1,088,775.00	
09/01/2030	-	25,650.00	25,650.00	1,114,425.00
03/01/2031	1,110,000.00	25,650.00	1,135,650.00	
09/01/2031	-	13,162.50	13,162.50	1,148,812.50
03/01/2032	1,170,000.00	13,162.50	1,183,162.50	
09/01/2032	-	-	-	1,183,162.50
<b>Total</b>	<b>\$7,050,000.00</b>	<b>\$1,753,412.50</b>	<b>\$8,803,412.50</b>	<b>-</b>

Piper Jaffray & Co.  
 Public Finance

## City of Raymore, Missouri

### General Obligation Debt Service

Original Par \$2,750,000  
 Issue Series 2017  
 Purpose New Money  
 Dated April 27, 2017

Date	Principal	Interest	Total P+I	Fiscal Year Total
03/01/2018	200,000.00	48,800.00	248,800.00	
09/01/2018	-	44,800.00	44,800.00	293,600.00
03/01/2019	420,000.00	44,800.00	464,800.00	
09/01/2019	-	36,400.00	36,400.00	501,200.00
03/01/2020	250,000.00	36,400.00	286,400.00	
09/01/2020	-	31,400.00	31,400.00	317,800.00
03/01/2021	260,000.00	31,400.00	291,400.00	
09/01/2021	-	26,850.00	26,850.00	318,250.00
03/01/2022	270,000.00	26,850.00	296,850.00	
09/01/2022	-	22,125.00	22,125.00	318,975.00
03/01/2023	280,000.00	22,125.00	302,125.00	
09/01/2023	-	17,225.00	17,225.00	319,350.00
03/01/2024	240,000.00	17,225.00	257,225.00	
09/01/2024	-	13,325.00	13,325.00	270,550.00
03/01/2025	-	13,325.00	13,325.00	
09/01/2025	-	13,325.00	13,325.00	26,650.00
03/01/2026	-	13,325.00	13,325.00	
09/01/2026	-	13,325.00	13,325.00	26,650.00
03/01/2027	-	13,325.00	13,325.00	
09/01/2027	-	13,325.00	13,325.00	26,650.00
03/01/2028	-	13,325.00	13,325.00	
09/01/2028	-	13,325.00	13,325.00	26,650.00
03/01/2029	-	13,325.00	13,325.00	
09/01/2029	-	13,325.00	13,325.00	26,650.00
03/01/2030	-	13,325.00	13,325.00	
09/01/2030	-	13,325.00	13,325.00	26,650.00
03/01/2031	-	13,325.00	13,325.00	
09/01/2031	-	13,325.00	13,325.00	26,650.00
03/01/2032	-	13,325.00	13,325.00	
09/01/2032	-	13,325.00	13,325.00	26,650.00
03/01/2033	155,000.00	13,325.00	168,325.00	
09/01/2033	-	11,000.00	11,000.00	179,325.00
03/01/2034	160,000.00	11,000.00	171,000.00	
09/01/2034	-	8,600.00	8,600.00	179,600.00
03/01/2035	165,000.00	8,600.00	173,600.00	
09/01/2035	-	6,125.00	6,125.00	179,725.00
03/01/2036	170,000.00	6,125.00	176,125.00	
09/01/2036	-	3,150.00	3,150.00	179,275.00
03/01/2037	180,000.00	3,150.00	183,150.00	
09/01/2037	-	-	-	183,150.00
<b>Total</b>	<b>\$2,750,000.00</b>	<b>\$704,000.00</b>	<b>\$3,454,000.00</b>	

Piper Jaffray & Co.  
 Public Finance

# REVENUE BONDS

Revenue Bonds are payable from a specific source of revenue and do not pledge the full faith and credit of the City. Revenue bonds are payable from identified sources of revenue, and do not permit the bondholders to compel taxation or legislative appropriation of funds not pledged for payment of debt service. For this reason Revenue Bonds often carry a higher interest rate than GO Bonds. Pledged revenues may be derived from operation of the financed project, grants, a sales tax, or other non-ad

valorem taxes. Revenue Bonds normally take the form of water/sewer revenue bonds, sales tax revenue bonds or some other type of bond with a pledged revenue source. Revenue bonds may be approved by a simple majority of the voters, and do not count against the City's constitutional debt limit. The City must also comply with certain bond covenants.



**NO CURRENT ISSUES**



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# **SPECIAL OBLIGATION CAPITAL IMPROVEMENT BONDS**

Special Obligation debt is similar to General Obligation debt in that it is considered direct debt of the City. Unlike General Obligation debt, however, Special Obligation debt is not backed by the full faith and credit of the City. Rather, Special Obligation Bond debt is supported and repaid only by a special dedicated City revenue source. Normally, these revenue sources take the form of dedicated sales tax proceeds.

*Current:*

- Series 2016 (New Monies & refunding of the 2006 Series)
- Series 2009 (Hubach Hill & North Cass Parkway TDD)
- Series 2006 (Refunding of Series 1998/ Refunded 2016)
- Series 1998 (New Money - M58 project/ Refunded 2006)

**Capital Improvement Fund (45)**

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Projected	2017-18 Adopted	2018-19 Forecast	2019-20 Forecast
<b>Expenditures</b>							
Debt Service	745,372	3,104,129	917,350	917,350	1,021,075	1,130,050	1,152,388
2016 (new monies & refunding 2006) Special Obligation Bond		2,414,973	515,750	515,750	544,750	543,125	546,188
2006 (refunding 1998) Special Obligation Bond	349,462	293,118	-	-			
Hubach Hill & North Cass Parkway TDD	395,910	396,039	401,600	401,600	476,325	586,925	606,200

Notes: Payment for this bond is made from revenues received into the Capital Improvement Sales Tax Fund. The payment is pledged against future receipt of this sales tax revenue. This fund is presented in total, including a line item reflecting the above payment, in the Capital Funds section of this budget.



## City of Raymore, Missouri

### Special Obligation Bond Debt Service

Original Par        \$4,040,000  
 Issue                Series 2016  
 Purpose            Current Refunding and New Money  
 Dated                June 1, 2016

Date	Principal	Interest	Total P+I	Fiscal Year Total
03/01/2018	460,000.00	45,250.00	505,250.00	
09/01/2018	-	39,500.00	39,500.00	544,750.00
03/01/2019	470,000.00	39,500.00	509,500.00	
09/01/2019	-	33,625.00	33,625.00	543,125.00
03/01/2020	485,000.00	33,625.00	518,625.00	
09/01/2020	-	27,562.50	27,562.50	546,187.50
03/01/2021	500,000.00	27,562.50	527,562.50	
09/01/2021	-	21,312.50	21,312.50	548,875.00
03/01/2022	505,000.00	21,312.50	526,312.50	
09/01/2022	-	15,000.00	15,000.00	541,312.50
03/01/2023	530,000.00	15,000.00	545,000.00	
09/01/2023	-	8,375.00	8,375.00	553,375.00
03/01/2024	215,000.00	8,375.00	223,375.00	
09/01/2024	-	5,687.50	5,687.50	229,062.50
03/01/2025	225,000.00	5,687.50	230,687.50	
09/01/2025	-	2,875.00	2,875.00	233,562.50
03/01/2026	230,000.00	2,875.00	232,875.00	
09/01/2026				232,875.00
<b>Total</b>	<b>\$3,620,000.00</b>	<b>\$353,125.00</b>	<b>\$3,973,125.00</b>	<b>-</b>

\$2,025,000 New Money was for the purpose of purchasing the city street lights from KCP&L.

Piper Jaffray & Co.  
 Public Finance

## City of Raymore, Missouri

### Revenue Bonds

Original Par \$7,695,000  
 Issue Series 2009 Hubach Hill TDD  
 Purpose New Money  
 Dated January 15, 2009

Date	Principal	Interest	DSRF *	Net Debt Service	Fiscal Year Total
03/01/2018	-	198,162.50	(7,695.00)	190,467.50	
09/01/2018	80,000.00	198,162.50	(7,695.00)	270,467.50	460,935.00
03/01/2019	-	195,962.50	(7,695.00)	188,267.50	
09/01/2019	195,000.00	195,962.50	(7,695.00)	383,267.50	571,535.00
03/01/2020	-	190,600.00	(7,695.00)	182,905.00	
09/01/2020	225,000.00	190,600.00	(7,695.00)	407,905.00	590,810.00
03/01/2021	-	184,412.50	(7,695.00)	176,717.50	
09/01/2021	260,000.00	184,412.50	(7,695.00)	436,717.50	613,435.00
03/01/2022	-	176,612.50	(7,695.00)	168,917.50	
09/01/2022	290,000.00	176,612.50	(7,695.00)	458,917.50	627,835.00
03/01/2023	-	167,912.50	(7,695.00)	160,217.50	
09/01/2023	320,000.00	167,912.50	(7,695.00)	480,217.50	640,435.00
03/01/2024	-	158,312.50	(7,695.00)	150,617.50	
09/01/2024	355,000.00	158,312.50	(7,695.00)	505,617.50	656,235.00
03/01/2025	-	147,662.50	(7,695.00)	139,967.50	
09/01/2025	385,000.00	147,662.50	(7,695.00)	524,967.50	664,935.00
03/01/2026	-	136,112.50	(7,695.00)	128,417.50	
09/01/2026	425,000.00	136,112.50	(7,695.00)	553,417.50	681,835.00
03/01/2027	-	123,096.88	(7,695.00)	115,401.88	
09/01/2027	465,000.00	123,096.88	(7,695.00)	580,401.88	695,803.76
03/01/2028	-	108,856.25	(7,695.00)	101,161.25	
09/01/2028	505,000.00	108,856.25	(7,695.00)	606,161.25	707,322.50
03/01/2029	-	93,075.00	(7,695.00)	85,380.00	
09/01/2029	550,000.00	93,075.00	(7,695.00)	635,380.00	720,760.00
03/01/2030	-	75,887.50	(7,695.00)	68,192.50	
09/01/2030	600,000.00	75,887.50	(7,695.00)	668,192.50	736,385.00
03/01/2031	-	56,387.50	(7,695.00)	48,692.50	
09/01/2031	655,000.00	56,387.50	(7,695.00)	703,692.50	752,385.00
03/01/2032	-	35,100.00	(7,695.00)	27,405.00	
09/01/2032	1,080,000.00	35,100.00	(777,195.00)	337,905.00	365,310.00
					-
<b>Total</b>	<b>\$6,390,000.00</b>	<b>\$4,096,306.26</b>	<b>(1,000,350.00)</b>	<b>\$9,485,956.26</b>	<b>-</b>

\* Assumes two percent (2.00%) earnings in the Debt Service Reserve Fund

Piper Jaffray & Co.  
 Public Finance

# LEASEHOLD REVENUE BONDS

## **RAYMORE MUNICIPAL ASSISTANCE CORPORATION**

A method of lease financing is through the sale of bonds secured by lease payments (“lease revenue bonds”). This method requires that the property and/or equipment be purchased by a not-for-profit corporation or governmental agency. The not-for-profit corporation or governmental agency issues bonds secured by the lease and serves as lessor of the property.

Just as cities establish industrial revenue bond authorities to serve as a conduit to issue industrial revenue bonds, governmental entities can establish not-for-profit-corporations to serve as a conduit for lease financing. The Corporation would be formed under Chapter 355 of the Missouri Statutes (the General Not-For-Profit Corporation Law of Missouri) and would serve as the financing vehicle for the governmental entity. The governmental entity would be responsible for determining the purposes of the Corporation and the composition of its Board of Directors.

Once established, the not-for-profit corporation can issue bonds for a specific project or serve as an ongoing financing vehicle for the governmental entity (e.g. annual equipment financings). Unlike an industrial revenue bond authority, a not-for-profit corporation has no ongoing decision making power.

It can only issue bonds when directed to do so by the governmental entity. Its investment and spending powers are assigned to a Trustee (a Missouri Bank) who performs these functions solely as directed by the governmental entity.

Bond proceeds are used by the Corporation to acquire capital assets as directed by the governmental entity. The capital assets are then leased to the governmental entity through a one year lease with annual renewal terms and a final maturity corresponding to the term of the bonds.

- No current issues.

## **DNR STORMWATER DIRECT LOAN**

This method of lease financing is through the Missouri Department of Natural Resources (DNR). Entities may apply to DNR for assistance on a qualified stormwater project. The City applied and received assistance during 2002 on the Silver Lake Detention Basin Improvements. The City received a grant in the amount of \$84,954, a loan for \$462,000 and committed a local contribution of \$84,502 for a total project cost of \$631,456. The loan was backed by pledging an allocation of the Storm Water Sales tax.

- Series 2002 Storm Water Direct Loan Program (CasCo-0376-02L)

### Stormwater Sales Tax Fund (46)

#### Expenditures

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Projected	2017-18 Adopted	2018-19 Forecast	2019-20 Forecast
Debt Service							
2002 DNR Stormwater Grant & Loan Program	209,598	173,164	208,892	208,892	21,856	21,536	22,208
2009 (refunding 1998) Leasehold Rev. Bond	21,792	23,097	21,488	21,488	21,856	21,536	22,208
	187,806	150,067	187,404	187,404	-	-	-

Payment for the leasehold bond is made from revenues received into the Stormwater and Park Sales Tax Funds. The actual payment on the bond is made at 80% from the Stormwater fund and 20% from the Parks Sales Tax Fund. The payment is pledged against future receipt of this sales tax revenue. Both funds are presented in total, including a line item reflecting the above payment, in the Capital Funds section of this budget.

### Park Sales Tax Fund (47)

#### Expenditures

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Projected	2017-18 Adopted	2018-19 Forecast	2019-20 Forecast
Debt Service							
2009 (refunding 1998) Leasehold Rev. Bond	46,297	37,517	46,851	46,851	-	-	-
	46,297	37,517	46,851	46,851	-	-	-

Payment for the leasehold bond is made from revenues received into the Stormwater and Park Sales Tax Funds. The actual payment on the bond is made at 80% from the Stormwater fund and 20% from the Parks Sales Tax Fund. The payment is pledged against future receipt of this sales tax revenue. Both funds are presented in total, including a line item reflecting the above payment, in the Capital Funds section of this budget.

# City of Raymore, Missouri

Raymore, Missouri DNR Storm Water Grant and Loan Program Series 2002

Dated 12/12/2002

Original Loan Amount \$462,000

Trustware ID: RA02

## Debt Service Schedule

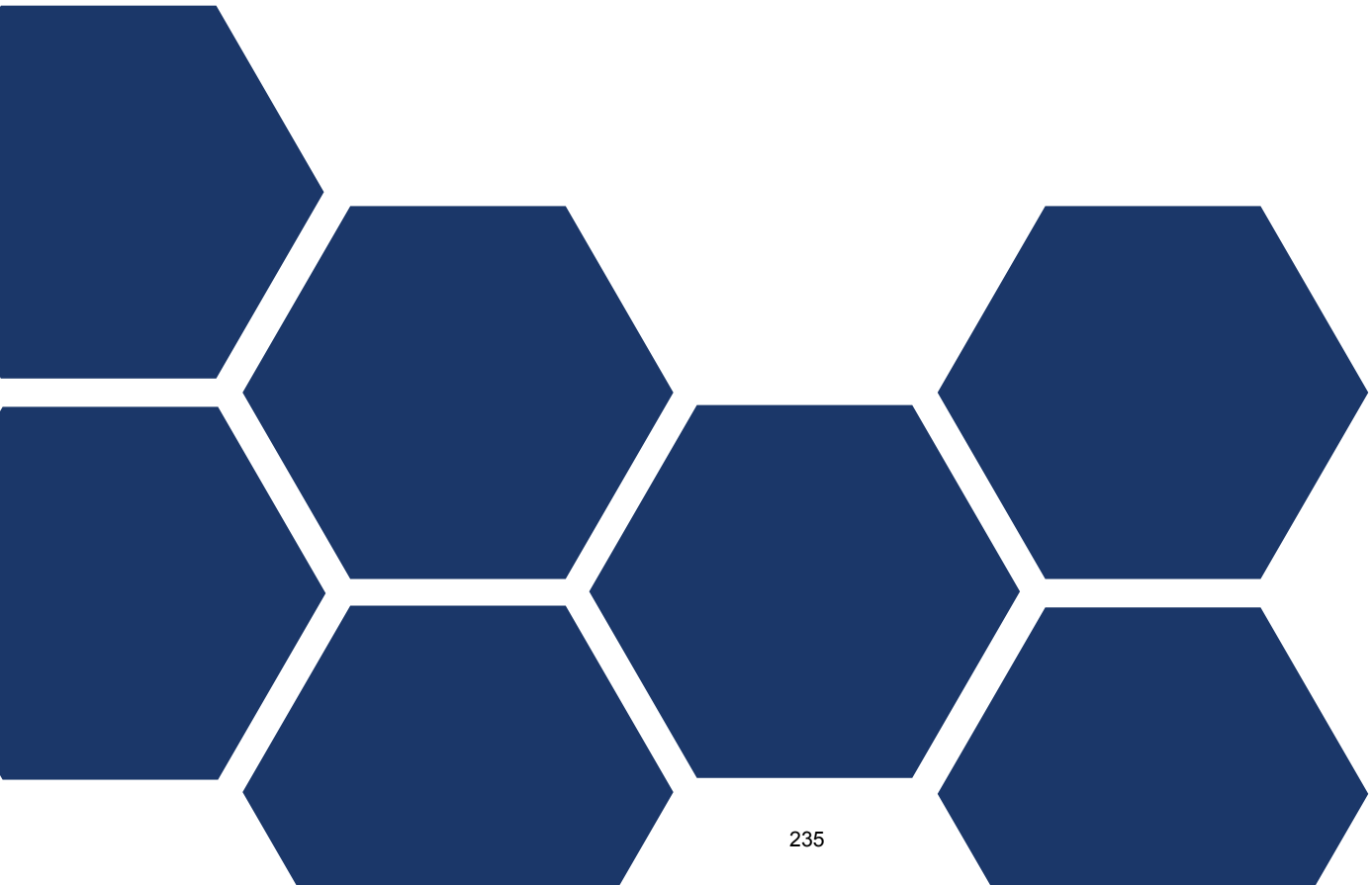
<u>Date</u>	<u>Principal</u>	<u>Rate</u>	<u>Interest</u>	<u>Total P + I</u>	<u>Fiscal Total</u>
01/01/2018	20,000.00	1.6000%	1,008.00	21,008.00	
07/01/2018			848.00	848.00	21,856.00
01/01/2019	20,000.00	1.6000%	848.00	20,848.00	
07/01/2019			688.00	688.00	21,536.00
01/01/2020	21,000.00	1.6000%	688.00	21,688.00	
07/01/2020			520.00	520.00	22,208.00
01/01/2021	21,000.00	1.6000%	520.00	21,520.00	
07/01/2021			352.00	352.00	21,872.00
01/01/2022	21,000.00	1.6000%	352.00	21,352.00	
07/01/2022			184.00	184.00	21,536.00
01/01/2023	23,000.00	1.6000%	184.00	23,184.00	23,184.00
<b>Total</b>	<b>\$ 126,000.00</b>		<b>\$ 6,192.00</b>	<b>\$ 132,192.00</b>	

UMB Bank  
 2 South Broadway  
 Suite 600  
 St. Louis, MO 63102



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# INTERNAL SERVICE FUND





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# VEHICLE & EQUIPMENT REPLACEMENT PROGRAM - (VERP) FUND

The City establishes a schedule for the replacement of vehicles and large equipment in a sinking fund. To better plan for the future and level out significant increases in any one year's budget, a funding mechanism accumulates funds utilizing annual payments to the VERP Fund (03). The program calls for the setting aside of funds, on an amortized basis, to pay for expensive equipment that will require replacement in future years. In this way, budget hardships in any given year due to the need to replace a particular piece of expensive equipment can be avoided.

## VERP REPLACEMENT

Replacement funding is provided through an annual contribution by each department for the assets used by the department based on the estimated replacement cost and the life cycle. These payments are made to a dedicated fund. It is intended that the City use this method to purchase all of its vehicles, trucks, and heavy equipment replacements.

### Basic Funding Assumptions:

1. A fixed amount will be set aside each year for each replacement.
2. The balance set aside grows each year until the accumulated fund balance approximates the amount needed in the year for the replacement.

3. Budget approval by the Council, as part of annual budget adoption, is required before purchase from the VERP.
4. Surplus balances will be used to adjust the VERP contributions in subsequent years.
5. The replacement payment is calculated by factoring in the unit price as delivered, expected service life, residual value, and anticipated inflation to replace the original unit.

The fund balance for each VERP account is managed to ensure that the payments remain fairly level each year, with a positive fund balance.

### Basic Guideline for Vehicle Replacement/Lifecycles

Description of Vehicle	Avg. Replacement Cycle
Automobile (excluding police cars)	8 years
Automobile (police admin cars)	7 years
Automobile (patrol cars)	4 years
Pickup Trucks	8 years
Snow Plow Trucks & Equipment	5 years
Heavy Equipment	10 - 15 years

**VERP FUND (03)**

	2014-15 Actual	2015-16 Actual	2016-17 Adopted	2016-17 Projected	2017-18 Adopted	2018-19 Forecast	2019-2020 Forecast
<b>Fund Balance</b>							
Beginning of Year							
General	511,205	612,320	574,881	580,197	707,564	679,502	675,411
Enterprise	34,676	136,509	144,544	127,137	204,854	191,745	262,418
Parks and Recreation	82,708	109,021	148,004	148,004	192,957	227,056	193,975
<b>Revenue</b>							
Transfers In							
Administration	9,160	9,160	9,160	9,160	9,146	9,801	9,801
Community Development	9,994	11,704	9,047	9,047	9,046	9,046	9,046
Engineering	11,624	11,624	11,624	11,624	11,624	11,624	11,624
Stormwater							
Finance							
Emergency Management	3,936	3,936	3,936	3,936	3,936	3,935	3,935
Police	132,381	132,918	97,466	97,466	98,780	96,210	111,097
Streets	94,018	94,209	96,787	96,787	96,851	97,029	103,182
Water	55,958	49,411	49,411	49,411	49,175	51,913	51,913
Sewer	55,958	49,411	49,411	49,411	49,175	51,913	51,913
Parks	51,460	56,126	56,126	47,619	47,617	50,041	50,041
<b>Total Revenue - General</b>	<b>261,113</b>	<b>263,551</b>	<b>228,020</b>	<b>228,020</b>	<b>229,383</b>	<b>227,645</b>	<b>248,685</b>
<b>Total Revenue - Enterprise</b>	<b>111,916</b>	<b>98,822</b>	<b>98,822</b>	<b>98,822</b>	<b>98,350</b>	<b>103,826</b>	<b>103,826</b>
<b>Total Revenue - Parks and Recreation</b>	<b>51,460</b>	<b>56,126</b>	<b>56,126</b>	<b>47,619</b>	<b>47,617</b>	<b>50,041</b>	<b>50,041</b>
<b>Total Fund Bal &amp; Revenues - General</b>	<b>772,318</b>	<b>875,871</b>	<b>802,901</b>	<b>808,217</b>	<b>936,947</b>	<b>907,147</b>	<b>924,096</b>
<b>Total Fund Bal &amp; Revenues - Enterprise</b>	<b>146,592</b>	<b>235,331</b>	<b>243,366</b>	<b>225,959</b>	<b>303,204</b>	<b>295,571</b>	<b>366,244</b>
<b>Total Fund Bal &amp; Revenues - Parks/Recreation</b>	<b>134,168</b>	<b>165,147</b>	<b>204,130</b>	<b>195,623</b>	<b>240,574</b>	<b>277,097</b>	<b>244,016</b>
<b>Expenditures</b>							
Vehicle Payment							
Administration		-	17,970	17,311	17,500	-	25,621
1 ea. SUV							
Community Development		39,291	-	-	-		22,157
Engineering		-	-	-	-	-	57,751
Emergency Management			-	-	-	-	-
Police	159,998	138,909	92,382	83,341	57,060	111,097	141,076
2 ea. SUV's with equipment							
Streets		117,474	-	-	182,885	120,639	87,455
2 ea. Mowers,							
1 ea. F-550 flatbed w/dump							
1 ea. International 7300 w/ dump							
1 ea. F-350 4X4 Supercab							
Water/Sewer	10,083	108,194	23,813	21,105	111,459	33,153	28,177
1 ea. F-350							
1 ea. F-550 4X4 Supercab							
Parks and Recreation	25,147	17,143	19,271	2,667	13,518	83,122	70,383
1 ea. Mower							
1 ea. Overseeder							
<b>Total Expenditures - General</b>	<b>159,998</b>	<b>295,675</b>	<b>110,352</b>	<b>100,652</b>	<b>257,445</b>	<b>231,736</b>	<b>334,060</b>
<b>Total Expenditures - Enterprise</b>	<b>10,083</b>	<b>108,194</b>	<b>23,813</b>	<b>21,105</b>	<b>111,459</b>	<b>33,153</b>	<b>28,177</b>
<b>Total Expenditures - Parks and Recreation</b>	<b>25,147</b>	<b>17,143</b>	<b>19,271</b>	<b>2,667</b>	<b>13,518</b>	<b>83,122</b>	<b>70,383</b>
<b>Fund Balance - General</b>	<b>612,320</b>	<b>580,197</b>	<b>692,549</b>	<b>707,564</b>	<b>679,502</b>	<b>675,411</b>	<b>590,036</b>
<b>Fund Balance - Enterprise</b>	<b>136,509</b>	<b>127,137</b>	<b>219,553</b>	<b>204,854</b>	<b>191,745</b>	<b>262,418</b>	<b>338,067</b>
<b>Fund Balance - Parks and Recreation</b>	<b>109,021</b>	<b>148,004</b>	<b>184,859</b>	<b>192,957</b>	<b>227,056</b>	<b>193,975</b>	<b>173,633</b>

# RESTRICTED REVENUE FUND

The FY 2010 Budget established a Restricted Revenue Fund to account for and restrict funds that the City receives for a specific purpose but which might not be spent in that budget year.

The following revenue accounts have been established:

- Municipal Court Cash Bond Interest.
- Police Training Municipal Court Fee.
- 9-1-1 Distributions.
- Transfers from Other Funds.

## RESTRICTED EXPENDITURES

- Municipal Court Cash Bond Interest is revenue that comes from cash bonds received from defendants. These funds may be used by the Municipal Court department on items associated with the operation of the court.
- A police training fee is added to fines imposed by the municipal judge. Fees raised may be used only for police training.
- 9-1-1 Distribution funds were used for expenses associated with the upgrade, maintenance and enhancement of the 9-1-1 system. This revenue was eliminated when County voters passed a county-side sales tax for emergency communications in 2012.

### ***Transfers from the General Fund:***

- Funds amassed for a Dangerous Buildings Fund, to be used by the Community Development department to abate dangerous buildings that cannot be abated by any other means than City action. An amount of \$20,000 is being maintained in this account, with no contributions from the General Fund in FY 2018.
- The City's Growth Management Plan is updated every 5-10 years. When the update occurs, it is typically expensive. A transfer of \$10,000 per year is made from the General Fund to this fund to save for the cost of new update in the future. Following the approval of this budget the accumulated total will be \$60,000.
- This budget includes a transfer to the Restricted Revenue Fund to establish a sinking fund for a future compensation/class study. A transfer of \$10,000 per year is made from the General Fund to this fund to save for the cost of study in the future. Following the approval of this budget, the accumulated total will be \$20,000.
- This budget includes a transfer to the Restricted Revenue Fund of half the expected cost of the 2019 Citizen Survey. \$7,000 Following the approval of this budget the accumulated total will be \$7,000.

- This budget includes a transfer to the Restricted Revenue Fund to establish a sinking fund for a future comprehensive traffic study. A transfer of \$25,000 per year is made from the Transportation Fund to this fund to save for the cost of study in the future. Following the approval of this budget, the accumulated total will be \$25,000.

## SIGNIFICANT BUDGETARY ITEMS

1. It was budgeted in FY 2013 to spend the entirety of the funds collected from the Cass County 9-1-1 Tax, which has been discontinued, on replacement of equipment as part of the Police Department renovation that occurred in FY 2013. The renovation project came in under budget, leaving a balance of \$93,840 to start FY 2014. Communication expenses related to 9-1-1 will continue to be paid out of this fund until all funds have been exhausted. These expenses will then need to be covered by the General Fund. FY 2017 closed out those funds.
2. In FY 2015 the Council set aside \$483,000 to be transferred to the Capital Improvement Fund to provide additional assistance to the pavement management program. The remaining funds are to be transferred as follows: 2018 - \$150,000; 2019 - \$33,000.
3. During City council deliberations, the following items were introduced and approved:
  - Development Priming Initiative Phase I \$25,000
  - Annexation efforts \$75,000

**RESTRICTED REVENUE FUND (04)**

	2014-15 Actual	2015-16 Actual	2016-17 Adopted	2016-17 Projected	2017-18 Adopted	2018-19 Forecast	2019-20 Forecast
<b>Fund Balance</b>							
Beginning of Year							
Court Cash Bond Interest		173	219	212	282	352	422
Police Training	12,534	5,816	14,992	6,342	684	5,025	9,367
911 Distribution	58,658	28,837	6,051	6,051	0	0	0
Transfer from Other Funds	1,198,250	2,192,760	629,185	614,000	380,638	393,276	401,914
<b>Revenue</b>							
Court Cash Bond Interest	35	39	46	70	70	70	70
Police Training	4,905	5,095	5,453	4,342	4,342	4,342	4,342
Interest Earnings	5,275	2,672	15,182	10,638	10,638	10,638	10,638
for Future GMP Update	10,000	10,000	10,000	10,000	10,000	10,000	10,000
for Strategic Plan	10,000	10,000					
for 2017 Citizen Survey	7,000	7,000			7,000	-	7,000
For Future Recreation Center/Civic Center for Future Comp/Class Study	500,000	15,490					
For Pavement Management 2016-2019	483,000		10,000	10,000	10,000	10,000	10,000
For Future Comprehensive Traffic Study					25,000	25,000	
For Trees Board Arboretum			10,000	10,000	-		
For Water District Issue		100,000	100,000	100,000			
For Development Priming Initiative Phase I					25,000		
For Annexation Efforts					75,000		
<b>Total Revenue - Court Cash Bond Interest</b>	<b>35</b>	<b>39</b>	<b>46</b>	<b>70</b>	<b>70</b>	<b>70</b>	<b>70</b>
<b>Total Revenue - Police Training</b>	<b>4,905</b>	<b>5,095</b>	<b>5,453</b>	<b>4,342</b>	<b>4,342</b>	<b>4,342</b>	<b>4,342</b>
<b>Total Revenue - 911 Distribution</b>	<b>5,275</b>	<b>4,733</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenue - Transfer from Other Funds</b>	<b>1,010,000</b>	<b>142,490</b>	<b>145,182</b>	<b>140,638</b>	<b>162,638</b>	<b>55,638</b>	<b>37,638</b>
<b>Total Fund Bal &amp; Revenues - Court Cash Bond Interest</b>	<b>173</b>	<b>212</b>	<b>265</b>	<b>282</b>	<b>352</b>	<b>422</b>	<b>492</b>
<b>Total Fund Bal &amp; Revenues - Police Training</b>	<b>17,439</b>	<b>10,911</b>	<b>20,445</b>	<b>10,684</b>	<b>5,025</b>	<b>9,367</b>	<b>13,709</b>
<b>Total Fund Bal &amp; Revenues - 911 Distribution</b>	<b>63,933</b>	<b>33,570</b>	<b>6,051</b>	<b>6,051</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Fund Bal &amp; Revenues - Transfer from Other Funds</b>	<b>2,208,250</b>	<b>2,335,250</b>	<b>774,367</b>	<b>754,638</b>	<b>543,276</b>	<b>448,914</b>	<b>439,552</b>
<b>Expenditures</b>							
Court Cash Bond Interest							
Police Training							
7350-1010 Restricted PD Training	11,623	4,569	11,400	10,000			
911 Distribution							
6160-1100 911 Exp/communications	35,096	27,519	6,051	6,051	-	-	-
Dangerous Building Abatement Fund							
Transfer to General Fund - <i>Citizen Survey</i>			14,000	14,000		14,000	
Transfer to the General Fund - <i>Strategic Plan</i>		30,000					
Transfer to Transportation Fund - <i>Pavement Management</i>		150,000	150,000	150,000	150,000	33,000	
Transfer to Capital Improvement Fund	15,490	1,541,250					
Tree Board Arboretum			10,000	10,000			
Water District Issue - Legal			200,000	200,000			
<b>Total Expenditures - Court Cash Bond Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures - Police Training</b>	<b>11,623</b>	<b>4,569</b>	<b>11,400</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures - 911 Distribution</b>	<b>35,096</b>	<b>27,519</b>	<b>6,051</b>	<b>6,051</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures - Transfer to Other Funds</b>	<b>15,490</b>	<b>1,721,250</b>	<b>374,000</b>	<b>374,000</b>	<b>150,000</b>	<b>47,000</b>	<b>-</b>
<b>Fund Balance - Court Cash Bond Interest</b>	<b>173</b>	<b>212</b>	<b>265</b>	<b>282</b>	<b>352</b>	<b>422</b>	<b>492</b>
<b>Fund Balance - Police Training</b>	<b>5,816</b>	<b>6,342</b>	<b>9,045</b>	<b>684</b>	<b>5,025</b>	<b>9,367</b>	<b>13,709</b>
<b>Fund Balance - 911 Distribution</b>	<b>28,837</b>	<b>6,051</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fund Balance - Transfer - Other Funds</b>	<b>2,192,760</b>	<b>614,000</b>	<b>400,367</b>	<b>380,638</b>	<b>393,276</b>	<b>401,914</b>	<b>439,552</b>
<i>Revenue Over (under) expenditures</i>	<b>958,006</b>	<b>(1,600,981)</b>	<b>(240,770)</b>	<b>(245,001)</b>	<b>17,050</b>	<b>13,050</b>	<b>42,050</b>
<i>Note: Below is the breakdown of the Transfer from Other Funds:</i>							
<b>Fund Balance - Rolling total per subcategory</b>							
for Dangerous Building Abatement	20,000	20,000	20,000	20,000	20,000	20,000	20,000
for Future GMP Update	30,000	40,000	50,000	50,000	60,000	70,000	80,000
for Strategic Plan	20,000	-	-	-	-	-	-
for 2017 Citizen Survey	14,000	21,000	7,000	7,000	14,000	-	7,000
For Future Recreation Center/Civic Center	1,525,760	-	-	-	-	-	-
for Future Comp/Class Study	-	-	10,000	10,000	20,000	30,000	40,000
Other	-	(2,061)	30,367	8,577	19,215	29,853	40,491
for Special District Agreement	100,000	100,000	100,000	100,000	100,000	100,000	100,000
For Pavement Management 2016-2019	483,000	333,000	183,000	183,000	33,000	-	-
For Future Comprehensive Traffic Study	-	-	-	-	25,000	50,000	50,000
For Water District Issue	-	100,000	-	-	-	-	-
For Development Priming Initiative Phase I					25,000	25,000	25,000
For Annexation Efforts					75,000	75,000	75,000
<b>Fund Balance - Transfer - Other Funds</b>	<b>2,192,760</b>	<b>611,939</b>	<b>400,367</b>	<b>378,577</b>	<b>391,215</b>	<b>399,853</b>	<b>437,491</b>

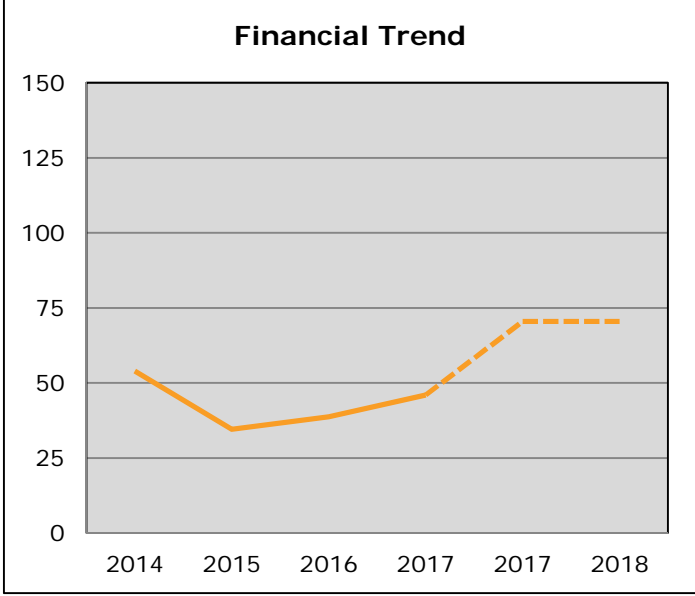
# Municipal Court Cash Bond Interest

<p><b>General Ledger Codes:</b></p> <p>04-00-4251-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal code: Section 130.290  State Statute: 479 &amp; 483.312</p>
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## Revenue Description

**Municipal Court Cash Bond Interest** - The Court maintains a bank account for cash bonds received from defendants that earns interest monthly. The earnings from this account are available for the Court Clerk's discretionary spending.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	519	-60.15%
2009 Actual	9	-98.23%
2010 Actual	11	17.81%
2011 Actual	2	-78.34%
2012 Actual	19	694.47%
2013 Actual	63	234.87%
2014 Actual	54	-13.71%
2015 Actual	35	-36.00%
2016 Actual	39	12.11%
2017 Budget	46	18.83%
2017 Projected	70	53.13%
2018 Estimated	70	0.00%



# Police Training

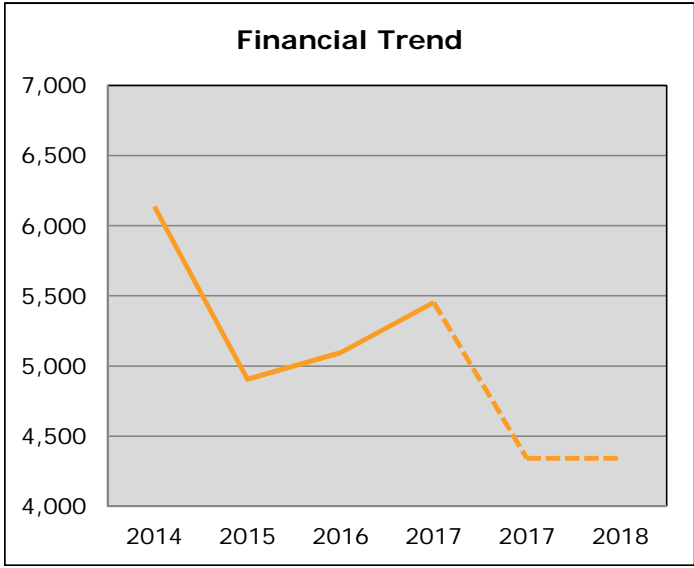
<p><b>General Ledger Codes:</b> 04-00-4255-0000</p>	<p><b><u>Legal Authority:</u></b> Municipal Code: Section 130.290 State Statute: Chapters 479 &amp; 483 &amp; 590</p>
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## Revenue Description

**Police Training Fees** - In addition to any fine that may be imposed by the municipal judge there are assessed costs in all cases a Police Training fee of \$2.00. This assists in providing additional funds for training of police officers.

This revenue source has been allocated to the Restricted Revenue Fund (04) since FY 2012.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	4,022	-8.76%
2009 Actual	5,338	32.72%
2010 Actual	4,065	-23.84%
2011 Actual	4,713	15.94%
2012 Actual	4,606	-2.28%
2013 Actual	6,396	38.86%
2014 Actual	6,138	-4.04%
2015 Actual	4,905	-20.08%
2016 Actual	5,095	3.86%
2017 Budget	5,453	7.03%
2017 Projected	4,342	-20.38%
2018 Estimated	4,342	0.00%



# Interest Revenue

<p><b>General Ledger Codes:</b> 04-00-4350-0000</p>	<p><b>Legal Authority:</b> State Statute: Chapter 82</p>
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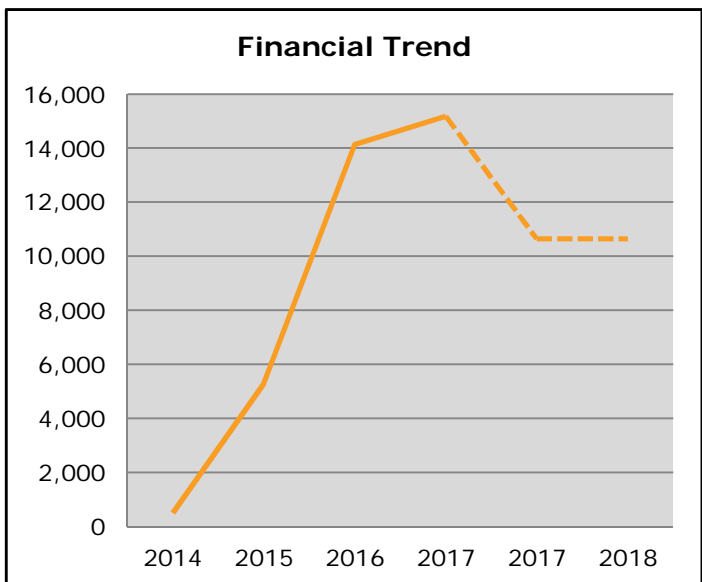
## Revenue Description

**Interest Revenue** - This account is used to record revenues associated with the City's return on investments of idle funds. FY16 revenues were estimated based on historical data and the assumption of no change in interest rates, however, interest rates have risen slightly throughout the year and continue to do so.

A large portion of the interest earnings in FY16 were allocated to the recreation center, as the majority of the earnings were associated with those funds.

FY18 revenues are based on current interest rates being earned.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	987	N/A
2011 Actual	1,467	48.72%
2012 Actual	922	-37.17%
2013 Actual	699	-24.14%
2014 Actual	494	-29.33%
2015 Actual	5,275	967.20%
2016 Actual	14,133	167.94%
2017 Budget	15,182	7.42%
2017 Projected	10,638	-29.93%
2018 Estimated	10,638	0.00%





# Transfers from General Fund

<b>General Ledger Codes:</b> 04-00-4901-0000	<b><u>Legal Authority:</u></b> Municipal Code: n/a
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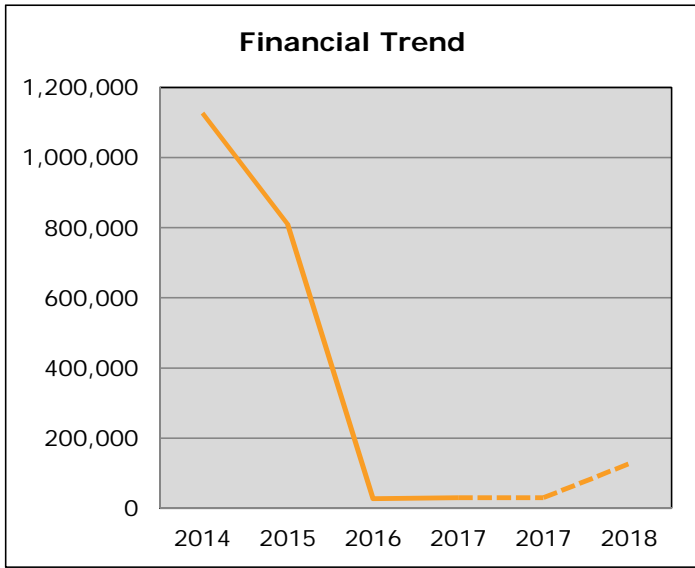
## Revenue Description

**Transfer from General Fund** - This is a transfer from the General Fund of the City to the Restricted Revenue Fund.

Funds are transferred from the General Fund in the following amounts for the following purposes in FY 2018:

* Growth Management Plan Sinking Fund:	\$10,000
* Future Comp/Class Study:	\$10,000
* Future Citizen Survey	\$ 7,000
* Dev. Priming Initiative. Phase I	\$25,000
* Annexation Efforts	<u>\$75,000</u>
	<b>\$127,000</b>

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	115,814	N/A
2011 Actual	109,666	-5.31%
2012 Actual	0	-100.00%
2013 Actual	10,000	N/A
2014 Actual	1,127,000	11170.00%
2015 Actual	810,000	-28.13%
2016 Actual	27,000	-96.67%
2017 Budget	30,000	11.11%
2017 Projected	30,000	0.00%
2018 Estimated	127,000	-10.00%



# Transfers from Transportation Sales Tax Fund

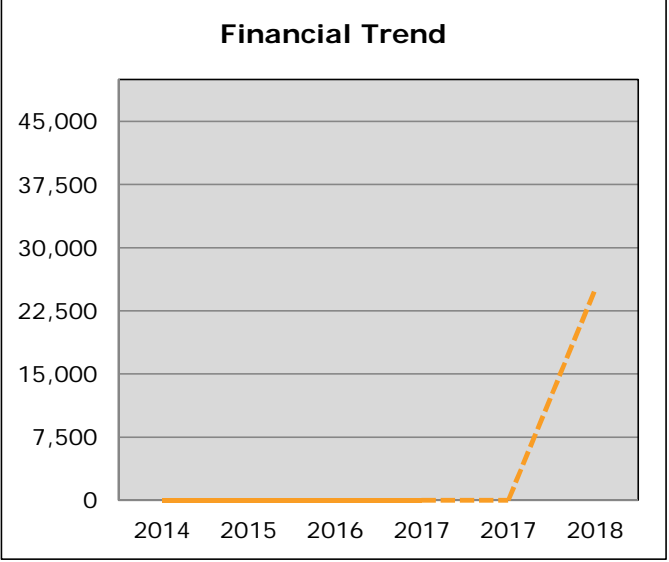
<p><b>General Ledger Codes:</b> 04-00-4936-0000</p>	<p><b>Legal Authority:</b> Municipal Code: n/a</p>
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**Revenue Description**

**Transfer from Transportation Sales Tax Fund** - This is a transfer from the Transportation Sales Tax Fund of the City to the Restricted Revenue Fund.

FY 2018 funds are transferred for a future comprehensive traffic study .

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Actual	0	N/A
2017 Budget	0	N/A
2017 Projected	0	N/A
2018 Estimated	25,000	N/A



# Transfers from Capital Improvement Sales Tax Fund

<p><b>General Ledger Codes:</b> 04-00-4945-0000</p>	<p><b>Legal Authority:</b> Municipal Code: n/a</p>
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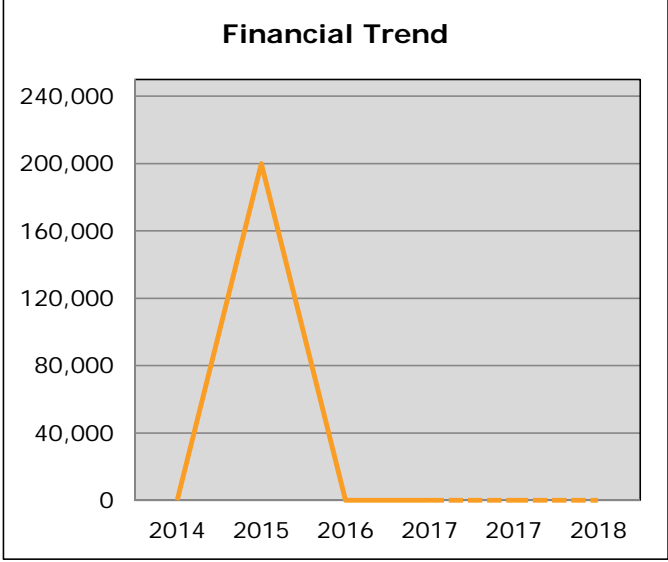
**Revenue Description**

**Transfer from CIST Fund** - This is a transfer from the Capital Improvement Sales Tax Fund of the City to the Restricted Revenue Fund.

The FY 2015 funds were transferred from the CIST for a future civic center.

No transfers are budgeted for FY 2018 at this time.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	200,000	N/A
2016 Actual	0	-100.00%
2017 Budget	0	N/A
2017 Projected	0	N/A
2018 Estimated	0	N/A



# Transfers from Enterprise Fund

<p><b>General Ledger Codes:</b> 04-00-4950-0000</p>	<p><b>Legal Authority:</b> Municipal Code: n/a</p>
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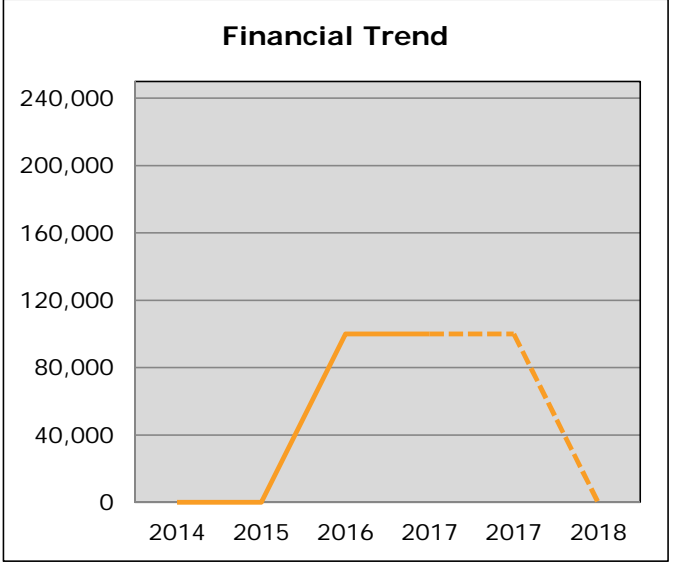
## Revenue Description

**Transfer from Enterprise Fund** - This is a transfer from the Enterprise Fund of the City to the Restricted Revenue Fund.

Funds are transferred from the Enterprise Fund to create a reserve of funds for a pending water district issue.

No transfers are budgeted for FY 2018 at this time.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Actual	100,000	N/A
2017 Budget	100,000	0.00%
2017 Projected	100,000	0.00%
2018 Estimated	0	N/A



# CAPITAL BUDGET

The Capital Budget is a product of the Capital Improvement Program (CIP), representing the first year of the five-year CIP.

Capital improvement programming is a guide allowing the efficient and effective use of public funds on public projects. The result of this improvement programming process is the Capital Improvement Program (CIP), a document published annually that proposes the development, modernization, or replacement of physical public projects over a

five-year period. The CIP shows the arrangement of projects in a sequential order based on the schedule of priorities and assigns an estimated cost and anticipated method of financing for each project. The first year of the CIP shows specific funding and reflects projects funded during the regular budget process as the Capital Budget.

The following section outlines the capital projects and revenue sources for those projects funded as part of the FY 2018 Annual Budget.





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City of  
**RAYMORE,  
MISSOURI**

100 Municipal Circle • Raymore, Mo.  
(816) 331-0488 • [www.raymore.com](http://www.raymore.com)

**August 21, 2017**

**The Honorable Kristofer Turnbow and  
Members of the Raymore City Council**

**Dear Mayor Turnbow and Members of Council:**

The Proposed Capital Budget for Fiscal Year 2018 and the five-year Capital Improvement Program (CIP) FY 2018 - 2022 are hereby transmitted for Council consideration. The Capital Budget and CIP are designed to further the City Council's goals as established in its:

- *FY 2018 – 2022 CIP*
- *Ten-year Road Plan*
- *Growth Management Plan*
- *Strategic Plan*
- *Parks Master Plan*
- *Stormwater Master Plan*
- *Transportation Master Plan*
- *Water System Master Plan*
- *Wastewater System Master Plan*

With these plans in mind the CIP Committee collects project requests submitted by a Department Head for creation and consideration by the CIP Committee. The CIP Committee, through a series of meetings, develops the project plan for the term of the program. Projects are studied and ranked according to criteria set forth by the Committee. Projects proposed for the CIP are reviewed, evaluated, and recommended to the City Manager.



## REVENUES

The Capital Budget is funded through a number of different operating and capital funds. Some projects may be funded from more than one fund. Some funds are fairly restricted as to what they may be used for, and others may be used more broadly. The authorized use of the capital fund is explained within the fund narrative.

Revenues into the capital funds from FY 2017 to FY 2018 are anticipated to remain relatively constant.

**Sales Taxes:** The majority of the capital funds obtain their revenue source through sales taxes. As stated in the General Fund, estimated revenues are based on current receipts, no loss of business and the opening of the Raymore Market Center.

**Building fees and permits:** This is another major component of revenue. No new commercial is budgeted that has not began sales as of this writing. The new residential starts are estimated at 175, this drives the park fee in lieu, excise tax, as well as the water and sewer connection fees.

**Park/Stormwater Sales Tax Allocation:** The City Council determines each year how to allocate 20% of the revenue from the Park/Stormwater Sales Tax. Forty percent of the revenue from the half-cent Park/Stormwater Sales Tax is allocated to the Stormwater Sales Tax Fund by law; 40% of the revenue is allocated to the Park Sales Tax Fund by law; and 20% is at the discretion of the Council to allocate. For FY 2018, it is proposed to allocate the discretionary 20% at 10% to the Park Sales Tax Fund, resulting in a total 50% being allocated to the Park Sales Tax Fund and 10% being allocated to the Stormwater Sales Tax Fund resulting in a total 50% being allocated to the Stormwater Sales Tax Fund.

## PROPOSED 2018 CAPITAL BUDGET

The proposed 2018 Capital Budget includes project funding of \$3.7 million for 28 recommended projects. Proposed allocations are \$5.9 million less than the previous year. The primary reason for the decrease is the funding and project allocation for the General Obligation Bond issue for Transportation and Parks projects. All of the funding was recognized in the previous years and most of the projects have been budgeted. Several of these projects are still discussed within



the department narrative and are shown in the fund summary sheet as they continue to be active projects.

The City anticipates completing a significant number of capital projects in 2018 and 2019. These projects benefit the City of Raymore, its residents and visitors by maintaining key infrastructure and functionality, maintaining and improving the transportation network, providing greater safety, maintaining and improving recreational facilities, and maximizing the use of technology for greater efficiency and better service delivery.

Below is a summary of the Proposed 2018 Capital Budget:

## 2018 CAPITAL PROJECT SUMMARY

<b>Buildings &amp; Grounds</b>	\$474,250
<b>Parks</b>	\$1,044,073
<b>Sanitary Sewer</b>	\$341,750
<b>Stormwater</b>	\$275,465
<b>Transportation</b>	\$1,485,000
<b>Water</b>	\$150,000
<b>Total</b>	\$3,770,538

These projects can be found within the Capital Budget narratives. Each project is listed with project description, justification, budget impact and project cost. Further information can be found within the project detail sheets of the CIP.

## ACKNOWLEDGMENTS

My sincere thanks go to the department heads and division managers who worked hard to prepare the capital budget, and especially the Capital Improvement Committee. Parks & Recreation Director Nathan Musteen worked with the Park Board on the submission for Parks & Recreation capital projects. Public Works Director Mike Krass has a major role in putting together data for most of the projects in the capital budget and capital improvement program. Finance Director Cynthia Watson and Communications Director Mike Ekey have a major role in producing this document. My sincere thanks and gratitude go to them for their work.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Jim Feuerborn". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jim Feuerborn, City Manager



City of  
**RAYMORE,  
MISSOURI**

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**Oct. 23, 2017**

**The Honorable Kristofer Turnbow and  
Members of the Raymore City Council**

**Dear Mayor Turnbow and Members of Council:**

During City Council deliberation of the City's Manager's Proposed 2018 Budget, the following changes to the Proposed Budget were introduced and approved as part of the final Fiscal Year 2018 Capital Budget:

- A transfer was made from General Fund available fund balance into the Restricted Revenue Fund in the amount of \$25,000 to reserve funding for Development Priming Initiative Phase I.
- A transfer was made from General Fund available fund balance into the Capital Improvement Sales Tax Fund in the amount of \$600,000 to reserve funding for GO Project Support.
- A transfer was made from General Fund available fund balance into the Restricted Revenue Fund in the amount of \$75,000 to reserve funding for Annexation Efforts.
- A transfer was made from General Fund available fund balance into the Transportation Sales Tax Fund in the amount of \$62,220 for expansion of the Crosswalk Project.
- A transfer was made from General Fund available fund balance into the Parks Sales Tax Fund in the amount of \$20,000 to fund the Parks Maintenance Facility Improvements.

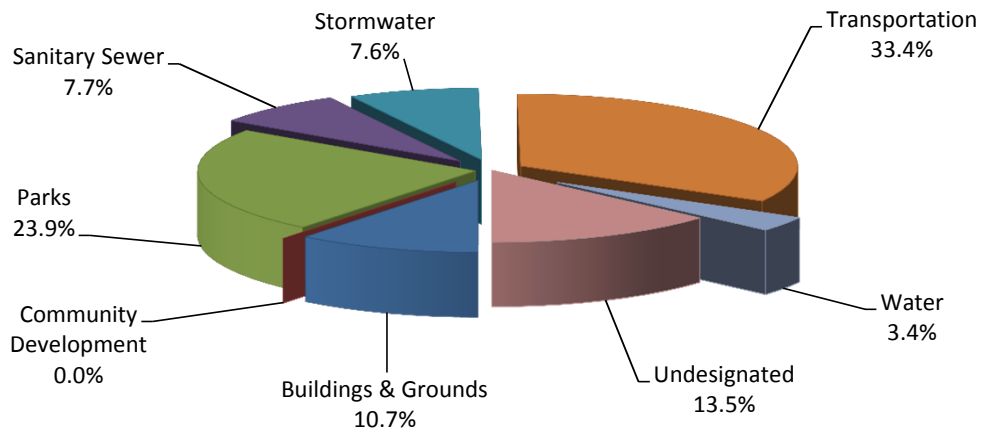


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# CAPITAL PROJECT SUMMARY

By Type

<u>Type</u>	<u>2018 Funding</u>	
Buildings & Grounds	\$	474,250
Community Development	\$	-
Parks	\$	1,064,073
Sanitary Sewer	\$	341,750
Stormwater	\$	337,685
Transportation	\$	1,485,000
Water	\$	150,000
Undesignated	\$	600,000
<b>Total:</b>	<b>\$</b>	<b>4,452,758</b>

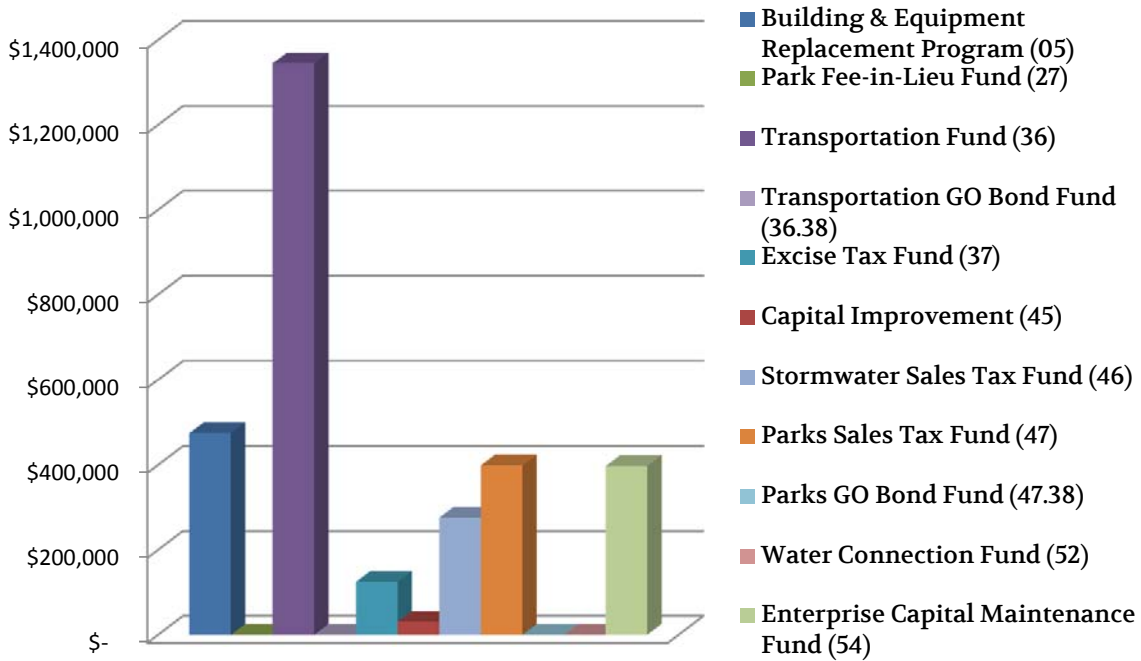


Capital expenditure projects are classified into seven specific programs: Buildings and Grounds, Community Development, Parks and Recreation, Sanitary Sewer, Stormwater, Transportation and Water Supply. For simplicity of presentation, only the types being funded in the current budget year are presented above.

# CAPITAL PROJECT SUMMARY

By Funding Source

<u>Source</u>	<u>2018 Funding</u>
Building & Equipment Replacement Program (05)	\$ 474,250
Park Fee-in-Lieu Fund (27)	\$ -
Transportation Fund (36)	\$ 1,407,220
Transportation GO Bond Fund (36.38)	\$ -
Excise Tax Fund (37)	\$ 125,000
Capital Improvement (45)	\$ 630,500
Stormwater Sales Tax Fund (46)	\$ 275,465
Parks Sales Tax Fund (47)	\$ 419,000
Parks GO Bond Fund (47.38)	\$ 629,573
Water Connection Fund (52)	\$ -
Sewer Connection Fund (53)	\$ 94,500
Enterprise Capital Maintenance Fund (54)	\$ 397,250
<b>Total:</b>	<b>\$ 4,452,758</b>



Raymore funding for capital projects comes from a variety of sources, but generally falls into one of the categories above.

## FY 2018 CAPITAL PROJECTS

The following projects are included in the proposed Capital Improvement Program (CIP) with funding requested in FY 2018 in the amounts detailed below. A full description of the project and the proposed expenditure and funding schedule, which may include prior funding and anticipated future funding for each is also included in the CIP. Projects may be funded from multiple sources over a number of years.

### Buildings & Grounds

Public Works Facility Roof Repair	\$ 167,500
City Hall Front Entry Repair	\$ 182,000
Police Squad Room	\$ 55,000
City Hall LED Lighting Upgrades	\$ 13,250
Public Works LED Lighting Upgrades	\$ 10,500
Executive Conference Room Chairs	\$ 6,000
City Hall Lobby Modifications	\$ 40,000
	<b>\$ 474,250</b>

### Parks

Concession Stand Internet Connectivity w/ WIFI	\$ 33,500
Recreation Park Picnic Pavilion	\$ 210,000
Park Restroom Enhancements	\$ 6,000
Recreation Park Pedestrian Bridge Replacements	\$ 55,000
Recreation Park Pedestrian Safety Enhancements	\$ 100,000
Recreation Park Pond	\$ 10,000
Parks Maintenance Facility Improvements	\$ 20,000
Recreation Park Activity Center	\$ 109,573
T.B. Hanna Station Park Improvements	\$ 520,000
	<b>\$ 1,064,073</b>

### Sanitary Sewer

Lift Station Emergency Generators	\$ 94,500
Sanitary Sewer Inflow and Infiltration Reduction	\$ 123,000
Owen Good Force Main Condition Analysis	\$ 94,250
Owen Good Overflow Valve Replacement	\$ 30,000
	<b>\$ 341,750</b>

### Storm Water

Annual Curb Replacement Program	\$ 100,000
Permeable Pavers Crosswalks	\$ 176,685
North Washington Street Culvert Replacement	\$ 33,000
Stormwater Culvert Replacement	\$ 28,000
	<b>\$ 337,685</b>

### Transportation

Annual Curb Replacement Program	\$ 400,000
Annual Street Preservation Program	\$ 800,000
Annual Sidewalk Program	\$ 117,000
Hubach Hill Road Street Light	\$ 8,000
Johnston Drive Street Light	\$ 8,000
Lucy Webb Roundabout Additional Lighting	\$ 12,000
Maintenance of Thoroughfare Routes	\$ 125,000
Street Light Installation	\$ 15,000
	<b>\$ 1,485,000</b>

### Water

Sensus Meter Reading System	\$ 150,000
	<b>\$ 150,000</b>

### Undesignated

G.O. Project Support	\$ 600,000
	<b>\$ 600,000</b>

**Grand Total: \$ 4,452,758**

**Capital Improvement Program by Funding Source and Project - 5 Year Summary**

**By Fund**

	2017-18	2018-19	2019-20	2020-2021	2021-2022
<b>Building &amp; Equipment Replacement Program (05)</b>					
Public Works Facility Roof Repair	\$ 167,500				
City Hall Front Entry Repair	\$ 182,000				
Police Squad Room	\$ 55,000				
City Hall LED Lighting Upgrades	\$ 13,250				
Public Works LED Lighting Upgrades	\$ 10,500				
Executive Conference Room Chairs	\$ 6,000				
City Hall Lobby Modifications	\$ 40,000				
<b>Park Fee-in-Lieu Fund (27)</b>					
(no projects scheduled)	\$ -				
<b>Transportation Fund (36)</b>					
Annual Curb Replacement Program	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
Annual Street Preservation Program	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000
Annual Sidewalk Program	\$ 117,000	\$ 75,000			
Hubach Hill Road Street Light	\$ 8,000				
Johnston Drive Street Light	\$ 8,000				
Lucy Webb Roundabout Additional Lighting	\$ 12,000				
Permeable Pavers Crosswalks	\$ 62,220				
<b>Excise Tax Fund (37)</b>					
Maintenance of Thoroughfare Routes	\$ 125,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
<b>Capital Improvement Fund (45)</b>					
Concession Stand Internet Connectivity w/WIFI	\$ 15,500				
Street Light Installation	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Go Project Support	\$ 600,000				
<b>Stormwater Sales Tax Fund (46)</b>					
Annual Curb Replacement Program	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Permeable Pavers Crosswalks	\$ 114,465				
North Washington Street Culvert Replacement	\$ 33,000				
Stormwater Culvert Replacement	\$ 28,000				
<b>Park Sales Tax Fund (47)</b>					
Dog Park			\$ 175,000		
Memorial Park Playground Improvements		\$ 48,000			
Recreation Park Ballfield Lights		\$ 80,000			
Concession Stand Internet Connectivity w/ WIFI	\$ 18,000				
Park Maintenance Facility Building Apron			\$ 75,000		
Recreation Park Picnic Pavilion	\$ 210,000				
Park Restroom Enhancements	\$ 6,000				
Recreation Park Pedestrian Bridge Replacements	\$ 55,000				
Recreation Park Playground Equipment				\$ 300,000	
Recreation Park Pedestrian Safety Enhancements	\$ 100,000				
Archery Range					\$ 51,500
Recreation Park Pavilion Playground				\$ 100,000	
Hawk Ridge Park - Nature Play Playground					\$ 150,000
Recreation Park Pond	\$ 10,000	\$ 150,000			
Parks Maintenance Facility Improvements	\$ 20,000				
<b>Park Sales Tax Fund - GO Bond (47-38)</b>					
Recreation Park Activity Center	\$ 109,573				
T.B. Hanna Station Park Improvements	\$ 520,000				
<b>Water Connection Fee Fund (52)</b>					
(no projects scheduled)					
<b>Sewer Connection Fund (53)</b>					
Lift Station Emergency Generators	\$ 94,500				
<b>Enterprise Cap. Maint Fund (54)</b>					
Sanitary Sewer Inflow and Infiltration Reduction	\$ 123,000	\$ 126,075	\$ 129,227	\$ 132,458	\$ 135,769
Sensus Meter Reading System	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Owen Good Force Main Condition Analysis	\$ 94,250				
Owen Good Overflow Valve Replacement	\$ 30,000				
<b>Total Projects by Fiscal Year</b>	<b>\$ 4,452,758</b>	<b>\$ 2,144,075</b>	<b>\$ 2,044,227</b>	<b>\$ 2,197,458</b>	<b>\$ 2,002,269</b>



# CAPITAL BUDGET IMPACT ON OPERATING BUDGET

The impact of capital project operating costs on the annual budget requires careful consideration. Operating costs are a fundamental element of the City's Capital Improvement Program and the over budget development.

Reliable operating cost estimates are necessary from the onset of each budget cycle, as the City must determine specific ongoing expense it will incur once a project has been completed. For example, once the Recreation Activity Center becomes active it requires staff (personnel), operating supplies, electricity, insurance, and ongoing maintenance costs to operate. And, since project components are often completed in phases, partially constructed projects generally have associated operating costs which need to be funded in future fiscal years.

Factors such as location, size, and use of the facility determine the number of personnel and operating costs. Projects such as the street lights require no additional personnel and minimal operating costs, while a most of the park amenity additions would require additional personnel to cover operations and maintenance. These projects are considered by the CIP committee and additional part-time staff or full-time staff is requested, if necessary, within the operating budget. In terms of budgeting, the project's initial operational impact may begin before completion of the project in its entirety.

Typically, recurring capital projects have minimal operating impact on the City's current or future budgets. Such projects may be scheduled for replacement

or rehabilitation. On occasion there may be some operational cost savings for recurring projects. For example, the annual curb replacement program may reduce operating expenditures associated with repairing curbs, storm cleanup, etc. Many new construction or major improvements do require some additional operating costs such as mowing, electricity, fuel, and various other maintenance costs such as equipment rental and contractual services.

On the following page are estimated impacts of operating costs for all capital items budget for FY 2018 as well as the full five year presentation. Amounts represent an addition to or reduction of operating costs.

## CAPITAL BUDGET IMPACT ON OPERATING BUDGET

Below is an estimated impact of operating costs for all capital items budeted for the full 5-Year representation of the projects. Amounts represent an addition to or reduction of operating costs.

PROJECT / DESCRIPTION	2017-18	2018-19	2019-20	2020-21	2021-22
Public Works Facility Roof Repair	\$ (150)	\$ (300)	\$ (300)	\$ (300)	\$ (300)
City Hall Front Entry Repair	\$ (100)	\$ (100)	\$ (100)	\$ (100)	\$ (100)
City Hall LED Lighting Upgrades		\$ (500)	\$ (500)	\$ (500)	\$ (500)
Public Works LED Lighting Upgrades		\$ (500)	\$ (500)	\$ (500)	\$ (500)
Annual Curb Replacement Program	\$ (1,500)	\$ (1,500)	\$ (1,500)	\$ (1,500)	\$ (1,500)
Annual Street Preservation Program	\$ (1,300)	\$ (1,300)	\$ (1,300)	\$ (1,300)	\$ (1,300)
Hubach Hill Road Street Light	\$ 27	\$ 47	\$ 47	\$ 47	\$ 47
Johnston Drive Street Light	\$ 27	\$ 47	\$ 47	\$ 47	\$ 47
Lucy Webb Roundabout Additional Lighting	\$ 27	\$ 47	\$ 47	\$ 47	\$ 47
Foxridge Drive Extension		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Johnston Drive - Dean to Darrow by		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Kentucky Road Relocation		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Maintenance of Thoroughfare Routes	\$ (750)	\$ (750)	\$ (750)	\$ (750)	\$ (750)
155th Street Reconstruction	\$ 750	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Street Light Installation	\$ 94	\$ 94	\$ 94	\$ 94	\$ 94
<b>Total General Fund</b>	<b>\$ (2,875)</b>	<b>\$ 1,285</b>	<b>\$ 1,285</b>	<b>\$ 1,285</b>	<b>\$ 1,285</b>
Dog Park			\$ 6,360	\$ 6,360	\$ 6,360
Recreation Park Ballfield Lights		\$ 150	\$ 150	\$ 150	\$ 150
Concession Stand Internet Connectivity w/ WIFI	\$ 1,500	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Recreation Park Picnic Pavilion		\$ 500	\$ 500	\$ 500	\$ 500
Park Restroom Enhancements		\$ 250	\$ 250	\$ 250	\$ 250
Recreation Park Activity Center	\$ 7,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Hawk Ridge Park Amphitheater, Parking/Restrooms	\$ 2,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Hawk Ridge Park Parking & ADA Playground	\$ 250	\$ 500	\$ 500	\$ 500	\$ 500
T.B. Hanna Station Park Improvements	\$ 2,250	\$ 4,510	\$ 4,510	\$ 4,510	\$ 4,510
<b>Total Park Fund</b>	<b>\$ 13,000</b>	<b>\$ 32,910</b>	<b>\$ 39,270</b>	<b>\$ 39,270</b>	<b>\$ 39,270</b>
Lift Station Emergency Generators	\$ 150	\$ 300	\$ 300	\$ 300	\$ 300
Sanitary Sewer Inflow and Infiltration Reduction	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (30,000)
<b>Total Enterprise Fund</b>	<b>\$ (29,850)</b>	<b>\$ (29,700)</b>	<b>\$ (29,700)</b>	<b>\$ (29,700)</b>	<b>\$ (29,700)</b>
<b>Combined Total Operating Impact</b>	<b>\$ (19,725)</b>	<b>\$ 4,495</b>	<b>\$ 10,855</b>	<b>\$ 10,855</b>	<b>\$ 10,855</b>

# **BUILDING & EQUIPMENT REPLACEMENT PROGRAM - (BERP) FUND**

The City establishes a schedule for the replacement and repair of buildings and of large equipment in a sinking fund. To better plan for the future and level out significant increases in any one year's budget, a funding mechanism accumulates funds utilizing annual payments to the BERP Fund (05). The program calls for the setting aside of funds, on an amortized basis, to pay for expensive equipment that will require replacement in future years. In this way, budget hardships in any given year due to the need to replace a particular piece of expensive equipment can be avoided.

## **REVENUES**

Replacement funding is provided through an annual contribution from the Capital Improvement Fund. It is intended that the City use this method to purchase all of its future building repairs and equipment replacements.

### *Basic Funding Assumptions:*

1. A fixed amount will be set aside each year for each replacement.
2. In general, approval by the Council as part of the budget process is a prerequisite to a purchase from the BERP Fund. If the City Manager determines that an emergency replacement needs to occur and is properly allocated to the BERP Fund, he may authorize such purchase.
3. If the BERP Fund balance is deemed sufficient, contributions to the fund may be reduced.

FY 2013 marked the establishment of this reserve fund. One-time transfers of \$1,000,000 from the General Fund and \$99,044 from the Restricted Revenue Fund were made in FY 2013. (The latter was from the unused portion of funds received from an insurance payment received in FY 2011 for damage from a hailstorm that occurred that year. It will be used for the eventual replacement of the Public Works/Parks Facility roof.) The original financial model for this fund called for an injection of \$300,000 per year as a transfer from the Capital Improvement Fund (45). This annual transfer has been reduced to \$100,000 due to the healthy balance and a new financial model is being investigated.

## FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expenditures	Carryover	2018 Budget	Total Available
Public Works Facility - LED Lighting	5,000	0	\$5,000	\$10,500	\$15,500
City Hall LED Lighting Upgrades	0	0	0	\$13,250	\$13,250
Executive Conference Room Chairs	0	0	0	\$6,000	\$6,000
Public Works Facility Roof Repair	\$35,000	0	\$35,000	\$167,500	\$202,500
City Hall Front Entry Repair	\$60,000	0	\$60,000	\$182,000	\$242,000
City Hall Lobby Modifications	0	0	0	\$40,000	\$40,000
Police Squad Room Renovation	0	0	0	\$55,000	\$55,000
<b>Total</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$474,250</b>	<b>\$574,250</b>

### City Hall LED Lighting Upgrades

Cost (total): \$13,250

This project involves the replacement of various light fixtures on both the interior and exterior of the building along with a new fixture above the lower west-side police entrance.

Justification: For the past several years the city has completed a number of LED light conversions that has resulted in an energy savings of approximately 20% annually. These improvements are a continuation of this program and we anticipate a similar reduction in energy usage.

**Operating Cost:** (\$500) Estimated annual savings of \$500 by replacing the current units with LED.

### Public Works LED Lighting Upgrades

Cost (total): \$15,500

This project involves replacement of the exterior lights and flagpole lighting at the Public Works and Animal Control facilities.

For the past several years the city has completed a number of LED light conversions that has resulted in an energy savings of approximately 20% annually. These improvements are a continuation of this program and we anticipate a similar reduction in energy usage.

**Operating Cost:** Estimated annual costs savings of \$500 by replacing the current units with LED.



### Public Works Facility Roof Repair

Project Total \$202,500

This project involves repairing the existing public works facility roof. This building experiences constant water leaks.

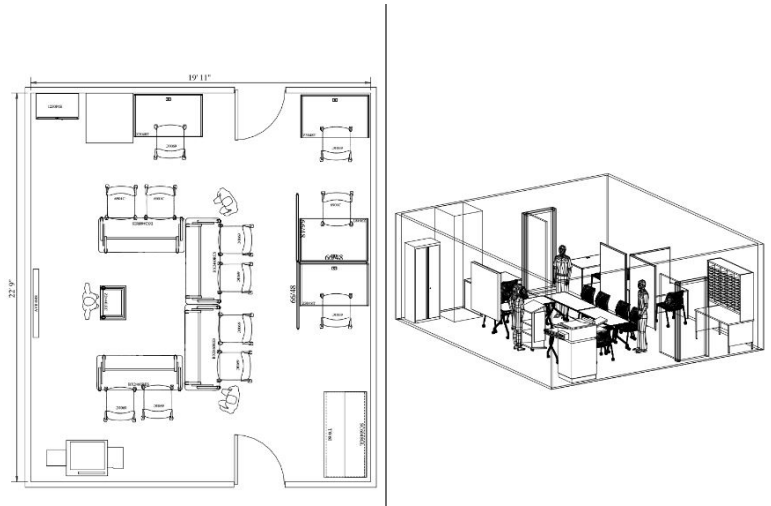
**Operating Cost:** There is an estimated cost savings of \$300. Staff will no longer need to replace ceiling tiles, light fixtures and other features that are damaged from water entering the building.

### Executive Conference Room Chairs

Cost (total):\$6,000

This project involves the replacement of the executive chairs within the Executive conference room of City Hall. The chairs are approximately 15 years old and the fabric is worn and stained, and many of the hydraulic operators have failed.

**Operating Cost:** No anticipated additional costs



### City Hall Front Entry Repair

Project Total \$242,000

Description: This project involves construction of a new front vestibule over the existing concrete landing of the front of the building.

The existing storefront is showing deterioration due to numerous water leaks, in addition there continues to be a chronic leak from the windows at the finance office to the evidence storage room below.

**Operating Cost:** An estimated cost savings of \$100 with the elimination of ceiling tile replacement.

### City Hall Lobby Modifications

Cost (total): \$40,000

This project involves the modification and improvements of the service windows and lobby.

This project addresses the customer service concerns of the citizens. The current windows do not allow for the employees to have quiet private conversations with the residents. This will increase customer service and provide a better resident experience while working with City departments.

**Operating Cost:** No anticipated additional costs.

### Police Squad Room Renovation

Project Total \$55,000

This project involves the renovation of the Police Department squad room to include the removal of all existing built in cabinetry and installation of new work areas.

This room serves a variety of critical purposes for the Police Department, such as: roll call, shift change information exchange, training, report preparation, critical incident briefing and case review, evidence packaging, scanning and copying of documents, weapons maintenance and overflow holding area, to name just a few.

Because the Police Department is a 24-hour operation, this room is one of the most important due to functions and constant use. This area has not been updated for the past 15 years.

**Operating Cost:** (\$0) No anticipated additional operating costs.





**B.E.R.P. (05)**

	2014-15	2015-16	2016-17	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
<b>Building &amp; Equipment Replacement Program</b>	Actual	Actual	Budget	Projected	Adopted	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	1,201,903	1,361,190	1,525,156	1,528,685	1,472,457	1,105,569	1,208,333	1,311,354	1,414,632
<b>Revenue</b>									
Transfer In - from Restricted Revenue Fund									
Transfer In - from General Fund		40,000	-						
Transfer In - from Capital Improvement Fund	300,000	300,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Interest Revenue	7,635	10,391	2,288	9,771	7,362	2,764	3,021	3,278	3,537
<b>Total Revenue</b>	<b>307,635</b>	<b>350,391</b>	<b>102,288</b>	<b>109,771</b>	<b>107,362</b>	<b>102,764</b>	<b>103,021</b>	<b>103,278</b>	<b>103,537</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,509,538</b>	<b>1,711,581</b>	<b>1,627,444</b>	<b>1,638,457</b>	<b>1,579,819</b>	<b>1,208,333</b>	<b>1,311,354</b>	<b>1,414,632</b>	<b>1,518,169</b>
<b>Expenditures</b>									
Misc									
<b>Capital Outlay</b>									
City Hall Council Chambers - Audio Equipment Upgrade	16,503								
Park Maintenance Facility - HVAC Modifications - complete	7,000	3,155							
Phone System at Public Works Facility		15,000							
Public Works Facility Flooring Replacement			10,000	10,000					
Public Works Facility - LED Lighting			5,000	5,000					
City Hall LED Lighting Upgrades					13,250				
Public Works LED Lighting Upgrades					10,500				
Executive Conference Room Chairs					6,000				
<b>Capital Projects (Budgeted / reconciled)</b>									
City Hall Carpeting - complete									
City Hall Lobby Flooring Modifications - complete	(7,461)								
City Hall and Municipal Circle Light Pole Replacement - complete	4,360								
City Hall Acoustical Panels - complete	1,476								
City Hall Tower Stabilization - complete	75,000	(41,817)							
Fiber Optic Cable Installation - Parks Maintenance Facility -	10,328								
City Hall South PD Entrance Modification - complete	25,372								
City Hall Voice Mail System - complete	15,770								
City Hall Council Chambers Meeting Video Quality		65,000							
Public Works Facility Roof Repair		35,000			167,500				
City Hall Lower Level Fire Suppression Modification		45,000							
City Hall Phone System			45,000	45,000					
Speakers & Microphones Floor Connection - complete		39,557							
City Hall Front Entry Repair			60,000	60,000	182,000				
Public Works Interior Painting and Repairs			30,000	30,000					
Municipal Complex - Micro Surface			16,000	16,000					
City Hall Lighting and Landscaping		22,000							
City Hall Lobby Modifications					40,000				
Police Squad Room Renovation					55,000				
<b>Total Expenditures</b>	<b>148,348</b>	<b>182,896</b>	<b>166,000</b>	<b>166,000</b>	<b>474,250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Available Fund Balance</b>	<b>1,361,190</b>	<b>1,528,685</b>	<b>1,461,444</b>	<b>1,472,457</b>	<b>1,105,569</b>	<b>1,208,333</b>	<b>1,311,354</b>	<b>1,414,632</b>	<b>1,518,169</b>
<i>Revenue Over (under ) expenditures</i>	<b>159,287</b>		<b>(63,712)</b>	<b>(56,229)</b>	<b>(366,888)</b>	<b>102,764</b>	<b>103,021</b>	<b>103,278</b>	<b>103,537</b>

# Interest Revenue

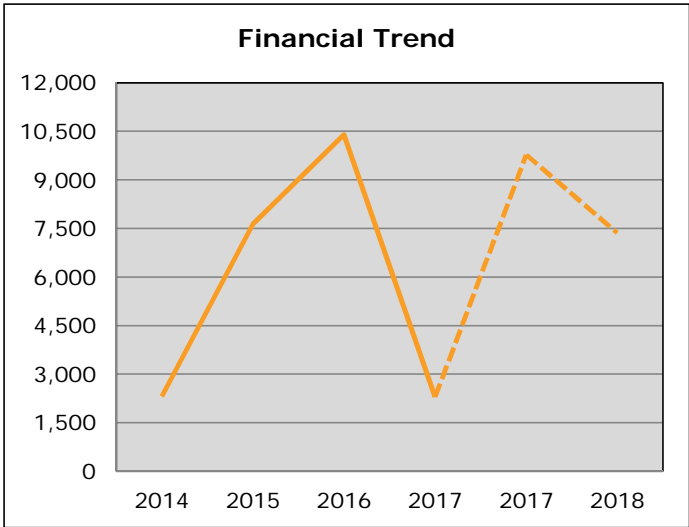
<b>General Ledger Codes:</b> 05-00-4350-0000	<b>Legal Authority:</b> State Statute: Chapter 82
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## Revenue Description

**Interest Revenue** - This account is used to record revenues associated with the City's return on investments of idle funds. FY16 revenues were estimated based on the assumption of no change in interest rates or carrying balances of the FY15 investments, however, interest rates have risen slightly throughout the year and continue to do so.

FY17 projected and FY18 revenues are based on current interest rates being earned as well as the projected fund balance.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	2,312	N/A
2015 Actual	7,635	230.26%
2016 Actual	10,391	36.10%
2017 Budget	2,288	-77.98%
2017 Projected	9,771	327.05%
2018 Estimated	7,362	-24.65%



# Transfer from General Fund

<b>General Ledger Codes:</b> 05-00-4901-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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## Revenue Description

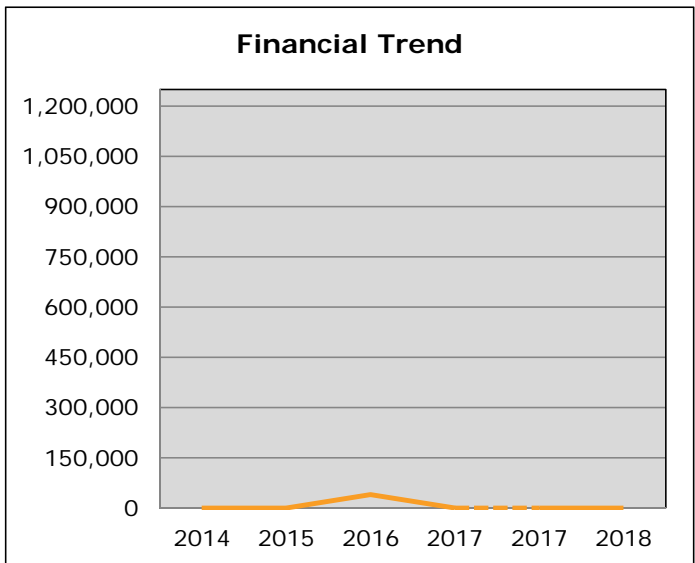
This account is for transfers from the General Fund balance for use on specific projects;

**FY2013**  
 \$1,000,000 Future Civic Center Reserve

**FY2016**  
 \$40,000 Speakers and Microphone Floor Connections in the Council Room

No transfers are budgeted for FY18.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	0	NA
2011 Actual	0	NA
2012 Actual	0	N/A
2013 Actual	1,000,000	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Actual	40,000	N/A
2017 Actual	0	N/A
2017 Budget	0	N/A
2018 Projected	0	N/A





# Transfer from Capital Improvement Sales Tax Fund

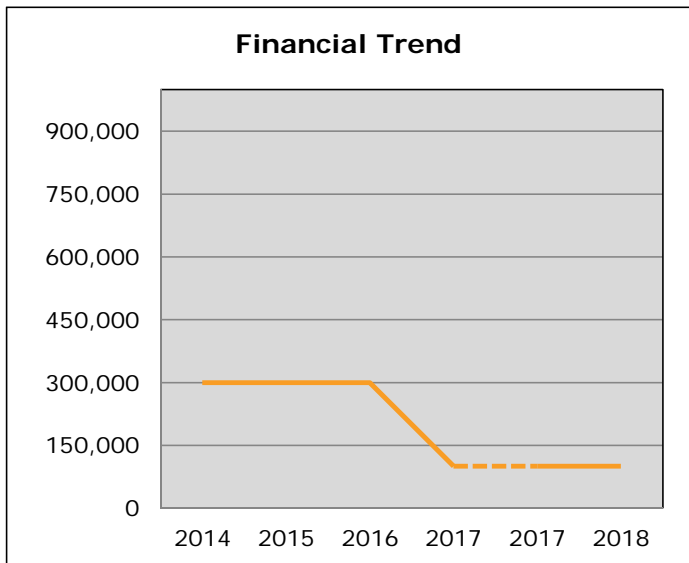
<b>General Ledger Codes:</b> 05-00-4945-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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## Revenue Description

This account is for transfers from the Capital Improvement Sales Tax Fund for future building repairs and equipment replacements specifically covered by the BERP Fund. This funding was set to contribute \$300,000 annually based on future needs and will be analyzed and adjusted as the City's infrastructure changes.

The FY17 annual transfer was reduced to \$100,000 due to the healthy balance and a new financial model is being investigated. FY18 transfer is estimated to remain the same.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	0	NA
2011 Actual	0	NA
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	300,000	N/A
2015 Actual	300,000	0.00%
2016 Actual	300,000	0.00%
2017 Budget	100,000	-66.67%
2017 Projected	100,000	0.00%
2018 Estimated	100,000	0.00%





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# PARK FEE IN LIEU FUND

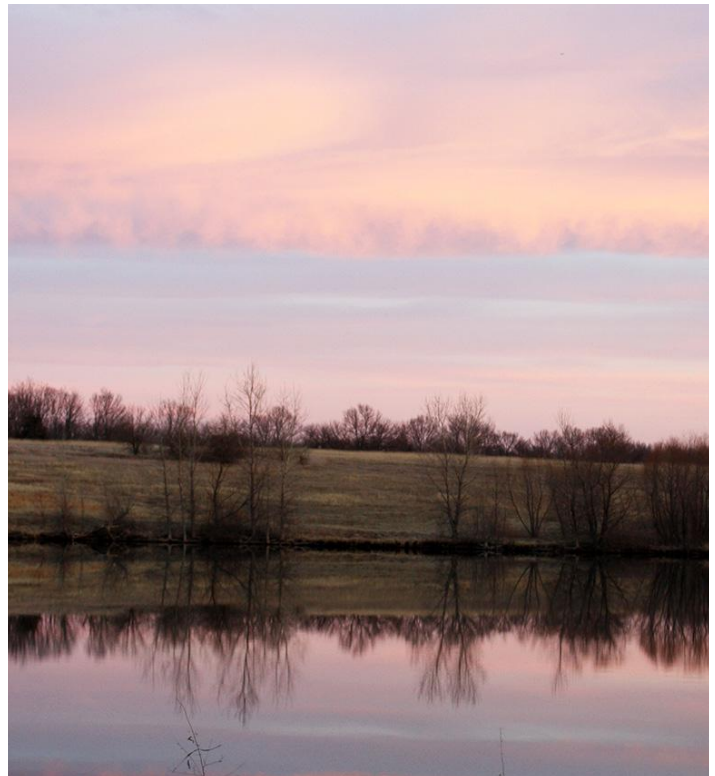
The City of Raymore Park Fee In Lieu Fund (27), established in 1999, is used to fund the purchase of future land for city parks. Funds may also be used for infrastructure improvements that would bring park land into the condition in which it would have been dedicated from a subdivision developer.

## REVENUES

Revenues are received from development exactions per the requirements of City Code Section 445.040. Older projects (approved prior to May, 2004) pay fees-in-lieu of land dedication per lot at the time a building permit is issued. Subdivision developments that do not dedicate park land and which were approved after May 2004, pay fees-in-lieu of land at the time of recording each final plat for all the lots shown on the plat being recorded.

## FUND PROJECT HIGHLIGHTS

There are currently no active projects in this fund.



Project	Prior Budget	Total Expenditures	Carryover	2018 Budget	Total Available
	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Park Fee In Lieu (27)**

	2014-15	2015-16	2016-17	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
	Actual	Actual	Budget	Projected	Adopted	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	89,011	109,413	4,350	5,382	22,802	52,373	82,386	113,407	145,549
<b>Revenue</b>									
Fees & Permits									
<i>Park Fee in Lieu</i>	19,843	15,788	16,855	16,855	29,400	29,621	29,991	30,441	31,202
Intergovernmental									
Interest	559	837	33	565	171	393	1,030	1,701	3,639
Chgs for Services									
Transfers In			0		0	0	0	0	0
<b>Total Revenue</b>	20,402	16,625	16,888	17,420	29,571	30,013	31,021	32,142	34,840
<b>Total Fund Bal &amp; Revenues</b>	109,413	126,038	21,238	22,802	52,373	82,386	113,407	145,549	180,389
<b>Expenditures</b>									
Debt Service									
Misc									
Park Sales Tax Fund (47)									
Park Land Purchase		60,456							
Park Land Purchase		60,200							
<b>Total Expenditures</b>	-	120,656	-	-	-	-	-	-	-
<b>Fund Balance (Gross)</b>	109,413	5,382	21,238	22,802	52,373	82,386	113,407	145,549	180,389
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	109,413	5,382	21,238	22,802	52,373	82,386	113,407	145,549	180,389

# Park Fee in Lieu

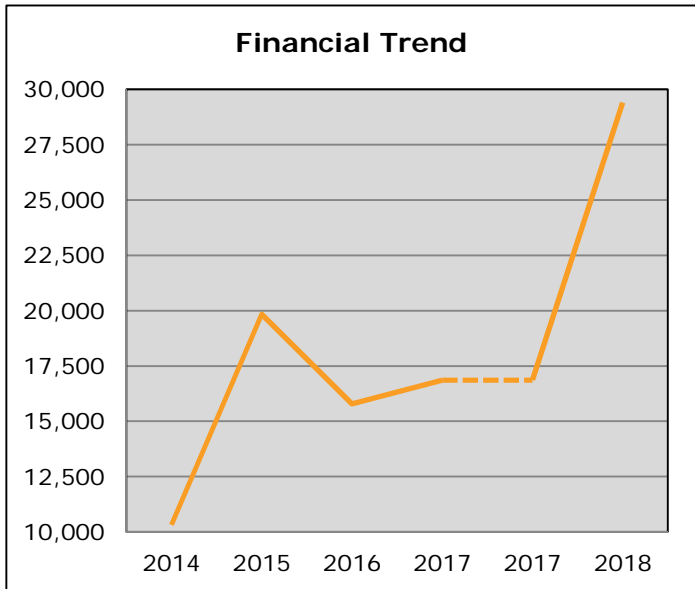
<p><b>General Ledger Codes:</b></p> <p>27-00-4705-0000</p>	<p><b>Legal Authority:</b> Municipal code: Section 445.040</p>
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## Revenue Description

**Park Fee in Lieu** - This fund was created to allow developers to donate cash in lieu of parkland. This is applied to the acquisition of land for future parks and may also be used for developing neighborhood parks.

FY18 revenues are conservatively based on the average fee assessed using 175 new homes.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	17,001	-70.01%
2009 Actual	10,278	-39.54%
2010 Actual	7,379	-28.21%
2011 Actual	7,458	1.08%
2012 Actual	10,235	37.23%
2013 Actual	12,235	19.54%
2014 Actual	10,315	-15.69%
2015 Actual	19,843	92.36%
2016 Actual	15,788	-20.44%
2017 Budget	16,855	6.76%
2017 Projected	16,855	0.00%
2018 Estimated	29,400	74.43%





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# TRANSPORTATION FUND

The City of Raymore Transportation Fund (36), established in 2001, is used to fund those capital projects associated with the expansion, enhancement, and major maintenance of the City’s transportation system.

## REVENUES

1. The Transportation Sales Tax Fund (36) has as its primary source of revenue a sales tax of one-half percent (.5%).
2. Intergovernmental Taxes are also received from Cass County Missouri:
  - A quarter-cent sales tax is collected by the county then one-third of the collections are distributed to the municipalities.
  - A Cass County Road and Bridge Property Tax is assessed to the residents of Cass County Missouri then distributed to the municipalities.

## OTHER EXPENDITURES

1. **General Fund Transfer:** A transfer is made annually to the General Fund to offset costs incurred by the Street Department. \$320,000
2. **Transfer to Excise Tax Fund:** When the City excise tax was instituted, it was understood that the City at large should contribute to the cost of projects paid for with excise tax funds. The amount the City should pay should be in rough proportions (25%, 50%, 75%) to the amount of use the pre-existing City will contribute to the new facility as to what new growth will contribute.

The City’s next anticipated major excise tax project is to construct 163rd Street between Foxridge Drive and Kentucky Road at a projected cost of \$4,265,400. It is budgeted for the Transportation Fund to contribute \$91,035 per year to the Excise Tax Fund accumulating 25% of the projected cost. \$91,035

## FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expenditures	Carryover	2018 Budget	Total Available
2018 Curb Replacement	0	0	0	\$400,000	\$400,000
2018 Street Preservation	0	0	0	\$800,000	\$800,000
2018 Sidewalk Program	0	0	0	\$117,000	\$117,000
Hubach Hill Rd. street light	0	0	0	\$8,000	\$8,000
Johnson Dr. street light	0	0	0	\$8,000	\$8,000
Lucy Webb roundabout additional lighting				\$12,000	\$12,000
Permeable Paver Crosswalk	0	0	0	\$62,220	\$62,220
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$1,407,220</b>	<b>\$1,407,220</b>



### **Annual Curb Replacement Program**

*Cost (total) \$400,000*

The City is in the midst of a multi-year program to address curb deterioration. The proposed FY 2018 and future funding from both the Transportation and Storm Water Funds will provide for removal and replacement of approximately 20,000 feet of curb and gutter at various locations each year.

The concrete curb and gutter has deteriorated in many areas throughout the City. In 2012, Engineering staff completed a condition survey of curb and gutter throughout the city and that survey was updated during the summer and fall of 2016. The cost of the replacement program is being borne by both the Storm Water and Transportation Funds in recognition of the fact that curbs serve both as a road support device and as a storm water conveyance measure.

**Operating Cost:** Estimated reduction in maintenance cost of \$750 per fiscal year. The replacement now significantly extends the useful life of the curbs. This will provide a cleaner stormwater environment.



### **Annual Street Preservation Program**

*Cost (total) \$800,000*

Street Preservation involves taking actions to preserve the local street network, which may include milling of streets and overlaying it with several inches of pavement, micro paving, chip/sealing, and crack sealing. This occurs in various locations around the City, approved by the City Council on an annual basis.

The City's Comprehensive Pavement Management program outlines a regular maintenance schedule for the street network in order to maintain the network in "good" condition or better. In June of 2014, staff outlined a plan to address streets in the city that were beginning to fall into the "poor" category according to the Pavement Management Program and received Council approval to include the plan in the 2015 capital budget and beyond.

**Operating Cost:** Estimated reduction in maintenance cost of \$1,300 per fiscal year. This maintains an overall approach to maximize our maintenance dollars, as well as improve the safety and aesthetics of the system.

### **Permeable Pavers Crosswalks**

*Cost (total): \$114,465*

This project involves the installation of permeable paver crosswalks along the south side of West Foxwood Drive (58 Hwy). Intersections identified are Skyline Dr., Sunset Lane, Park Dr., Woodson Dr., High Dr., Darrowby Dr. and Mott Dr.

Adding amenities to identify the 58 Hwy corridor. The pavers provide a visually distinct marker for both pedestrians crossing and vehicles stopping. The permeable pavers provide treatment for stormwater and reduce the potential for ice build up at the intersections by allowing the melt water to quickly drain away during the winter.

**Operating Cost:** No anticipated additional costs.







### Annual Sidewalk Program

Cost (total) \$117,000

This project involves installation of sidewalks on streets that do not currently have sidewalks on either side of the street. Exact locations for installation are approved each year as part of a long-term program.

Many of the older neighborhoods in Raymore are lacking any type of pedestrian system. A long-term sidewalk program is in place to install sidewalks on streets that do not currently have sidewalks on either side of the street.

**Operating Cost:** No anticipated additional operating costs. Concrete sidewalks require very little maintenance. Additional sidewalks in the city will benefit both citizens and visitors in the community. The program provides a safer walking environment and the needed connections in our sidewalk network linking neighborhoods without sidewalks with the existing network.



### Johnston Drive Street Light

Cost (total) \$8,000

This project involves the installation of street lights at the intersection of Johnston Drive at Foxridge Drive.

Raymore minimum lighting standards calls for lighting of all intersections. At the present time, there is no street light at this location.

**Operating Cost:** Estimated additional utility costs of \$47 per pole per fiscal year. Additional street lights will benefit the community providing a safer environment.

### Hubach Hill Road Street Light

Cost (total) \$8,000

This project involves the installation of street lights along Hubach Hill Road between J Highway and Florence Road. This intersection has a history of accidents and better lighting will increase safety on approach to the two-way stop.

**Operating Cost:** Estimated additional utility costs of \$47 per pole per fiscal year. Additional street lights will benefit the community providing a safer environment.

### Lucy Webb Roundabout Additional Lighting

Cost (total) \$12,000

This project involves the installation of two additional street lights at the Lucy Webb/Dean Avenue roundabout. There is a need to install additional lighting to meet minimum illumination standards.

**Operating Cost:** Estimated additional utility costs of \$47 per pole per fiscal year. Additional street lights will benefit the community providing a safer environment.

**Transportation (36)**

	2014-15	2015-16	2016-17	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
	Actual	Actual	Budget	Projected	Adopted	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	929,810	734,126	757,307	508,038	308,569	275,693	281,879	374,714	488,830
<b>Revenue</b>									
Taxes									
<i>Transportation Sales Tax</i>	1,161,503	1,179,385	1,271,935	1,285,197	1,293,649	1,297,271	1,300,903	1,304,546	1,308,198
<i>Cass R&amp;B Sales Tax</i>	149,279	152,615	198,259	204,369	204,369	205,902	208,476	211,603	216,893
<i>Cass R&amp;B Property Tax</i>	188,415	198,259	152,615	157,797	157,797	158,980	160,968	163,382	167,467
Interest	4,135	6,459	5,756	6,086	4,565	2,068	3,523	5,621	12,221
Transfers In from Restricted Revenue Fund	150,000	568,000	150,000	150,000	150,000	33,000			
Transfers In from General Fund					62,220				
<b>Total Revenue</b>	<b>1,653,332</b>	<b>2,104,718</b>	<b>1,778,565</b>	<b>1,803,449</b>	<b>1,810,379</b>	<b>1,697,221</b>	<b>1,673,870</b>	<b>1,685,151</b>	<b>1,704,779</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>2,583,142</b>	<b>2,838,845</b>	<b>2,535,872</b>	<b>2,311,486</b>	<b>2,118,948</b>	<b>1,972,914</b>	<b>1,955,749</b>	<b>2,059,865</b>	<b>2,193,609</b>
<b>Expenditures</b>									
General Fund Transfer	320,000	320,000	320,000	320,000	320,000	300,000	290,000	280,000	270,000
Excise Tax Transfer - 163rd St. future project	91,035	91,035	91,035	91,035	91,035	91,035	91,035	91,035	91,035
Restricted Revenue Transfer		-			25,000	25,000			
<b>Capital Projects (Budgeted / reconciled)</b>									
Annual Curb Replacement	429,260	400,000	400,000	395,433	400,000	400,000	400,000	400,000	400,000
Gore Rd Reconstruction - complete									
Street Preservation	925,772	971,022	800,000	801,063	800,000	800,000	800,000	800,000	800,000
Sidewalk Program	85,106	129,852	117,000	96,626	117,000	75,000			
Hwy 58 Entrance Modifications - complete	(4,213)								
Ward Rd Sidewalk – Chateau Place to Sierra Dr. - comp	2,056	898							
Sunset Lane - Bristol to Dutchman Acres - unfunded		350,000		-					
Sidewalks -Johnston Dr. , Foxridge Dr.		43,000		2,913					
Stonegate Elementary Sidewalk		25,000		(3,708)					
Audible Pedestrian Signals			30,000	30,000					
Municipal Complex - Micro Surface			24,000	20,555					
Municipal Center Sidewalks & Lighting			114,000	114,000					
Municipal Circle Parking Improvements			35,000	35,000					
Cul-de-sac program			100,000	100,000					
Hubach Hill Road Street Light					8,000				
Johnston Drive Street Light					8,000				
Lucy Webb Roundabout Additional Lighting					12,000				
Permeable Pavers Crosswalks					62,220				
<b>Total Expenditures</b>	<b>1,849,016</b>	<b>2,330,807</b>	<b>2,031,035</b>	<b>2,002,917</b>	<b>1,843,255</b>	<b>1,691,035</b>	<b>1,581,035</b>	<b>1,571,035</b>	<b>1,561,035</b>
<b>Fund Balance (Gross)</b>	<b>734,126</b>	<b>508,038</b>	<b>504,837</b>	<b>308,569</b>	<b>275,693</b>	<b>281,879</b>	<b>374,714</b>	<b>488,830</b>	<b>632,574</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>734,126</b>	<b>508,038</b>	<b>504,837</b>	<b>308,569</b>	<b>275,693</b>	<b>281,879</b>	<b>374,714</b>	<b>488,830</b>	<b>632,574</b>

# Transportation Sales Tax

<b>General Ledger Codes:</b>  36-00-4130-0000	<b>Legal Authority:</b> Municipal Code: Sections 145.010; 145.020 State Statute: 94.500-94.550; 94.700 State Statute: 94.700-94.755 RSMo Article IV of the Constitution of the State of MO Section 30 (b)
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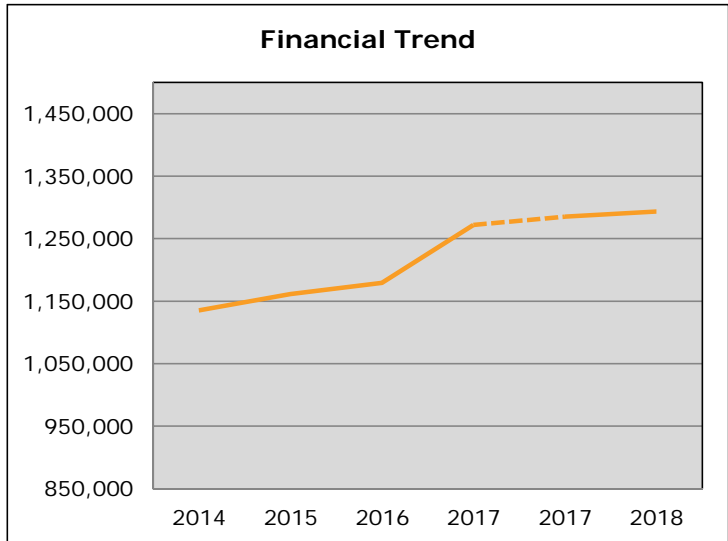
## Revenue Description

**Transportation Sales Tax** – A tax of one-half of one percent (0.5%) is collected by the City for transportation-related purposes, which according to statute may include construction, repair and maintenance of streets and bridges, acquisition of land, right-of-way purchases, and related debt retirement.

In 2012 the Missouri Supreme Court invalidated out-of-state sales tax collection on motor vehicles for any jurisdiction that had not adopted a use tax. Raymore does not currently have a use tax. In 2013 a statute was enacted that restored this source as a sales tax, at least temporarily. Cities were given until the deadline date of November, 2016 to put before the voters a measure to permanently adopt this sales tax. In 2016 the legislation was passed to extend this deadline to 2018. In August of 2016 Raymore voters allowed this sales tax to remain in place.

The FY17 projected revenues are based on current receipts and the opening of the Raymore Market Place at 58 Hwy and Dean Ave. The FY18 revenue is based on FY17 receipts and a full year of sales tax generated from the Market Center.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	893,019	12.40%
2009 Actual	890,089	-0.33%
2010 Actual	883,919	-0.69%
2011 Actual	919,712	4.05%
2012 Actual	909,432	-1.12%
2013 Actual	938,839	3.23%
2014 Actual	1,135,147	20.91%
2015 Actual	1,161,503	2.32%
2016 Actual	1,179,385	1.54%
2017 Budget	1,271,935	7.85%
2017 Projected	1,285,197	1.04%
2018 Estimated	1,293,649	0.66%



# Cass County 1/4 Cent Road and Bridge Sales Tax

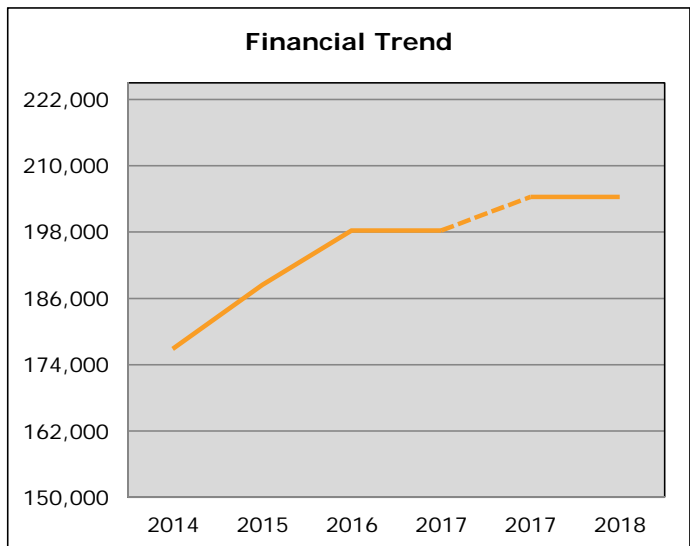
<b>General Ledger Codes:</b> 36-00-4475-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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## Revenue Description

Cass County collects a quarter-cent sales tax on sales within the county. One-third of the collections from this tax are distributed to municipalities.

Cass County began distributing the municipal share of the quarter-cent sales tax to its municipalities on a modified per-capita basis in 2013.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	0	NA
2011 Actual	0	NA
2012 Actual	43,000	NA
2013 Actual	212,598	394.41%
2014 Actual	176,832	-16.82%
2015 Actual	188,415	6.55%
2016 Actual	198,259	5.22%
2017 Budget	198,259	0.00%
2017 Projected	204,369	3.08%
2018 Estimated	204,369	0.00%



# Cass County Road and Bridge Property Tax

<b>General Ledger Codes:</b> 36-00-4145-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: 137.556
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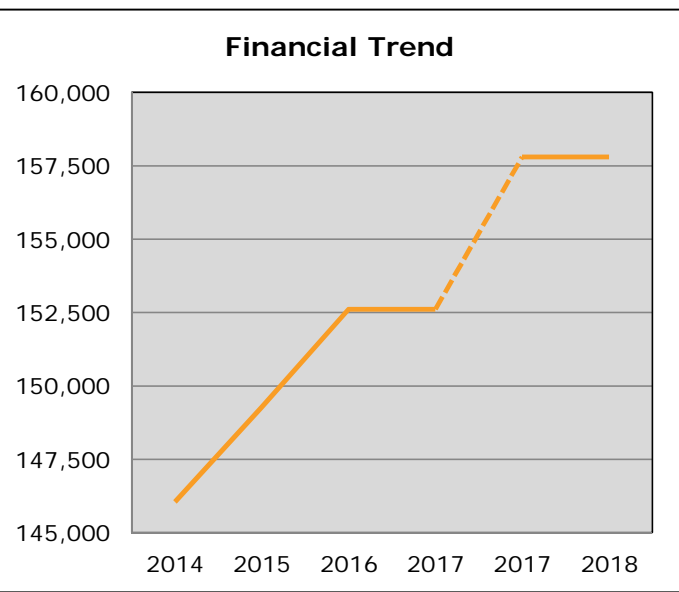
## Revenue Description

Section 137.556 RSMo. states that "any county of the first class not having a charter form of government shall expend not less than 25 percent of the money accruing to it from the county's special road and bridge tax levied on property within a city limits for the repair and improvement of roads and bridges within the city from which such moneys accrue."

In August 2012, the Cass County Commission voted to reduce the County's Road & Bridge Property tax levy from 0.2525 to 0.2300.

The FY 2018 estimate is based on the FY 2017 projected amount.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	139,385	11.74%
2009 Actual	149,742	7.43%
2010 Actual	152,951	2.14%
2011 Actual	157,077	2.70%
2012 Actual	158,414	0.85%
2013 Actual	147,808	-6.70%
2014 Actual	146,045	-1.19%
2015 Actual	149,279	2.21%
2016 Actual	152,615	2.23%
2017 Budget	152,615	0.00%
2017 Projected	157,798	3.40%
2018 Estimated	157,798	0.00%



# Transfer from General Fund

<b>General Ledger Codes:</b> 36-00-4901-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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## Revenue Description

This account is for transfers from the General Fund balance for use on specific projects;

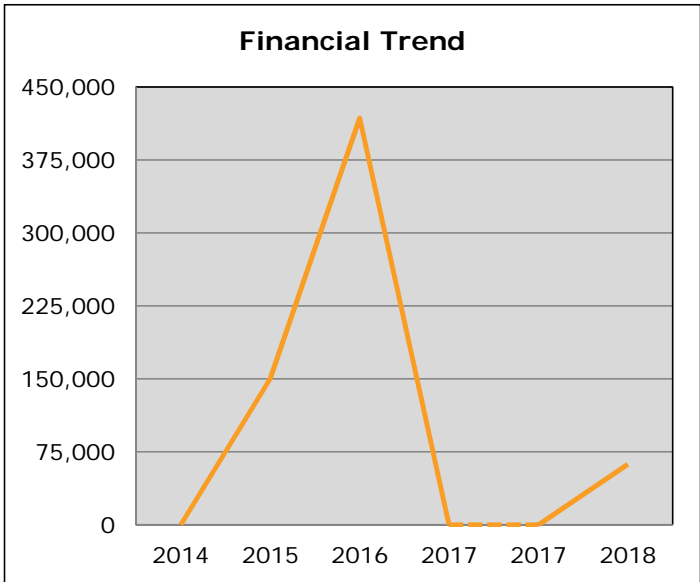
**FY2013**  
 \$903,113 Pavement Management System Reconstruction Streets

**FY2015**  
 \$150,000 Pavement Management

**FY2016**  
 \$350,000 Sunset Lane - Bristol to Dutchman Acres  
 \$ 43,000 Sidewalk segments along Johnston Dr & Foxridge Dr.  
 \$ 25,000 Stonegate Elementary Sidewalk - Foxridge Dr to Deer Path

**FY2018**  
 \$62,220 Permeable Paver Crosswalk (additional funding)

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	-100.00%
2009 Actual	218,792	NA
2010 Actual	400,000	82.82%
2011 Actual	560,000	40.00%
2012 Actual	335,722	-40.05%
2013 Actual	903,113	169.01%
2014 Actual	0	N/A
2015 Actual	150,000	N/A
2016 Actual	418,000	178.67%
2017 Budget	0	N/A
2017 Projected	0	N/A
2018 Estimated	62,220	N/A



# Transfer from Restricted Revenue Fund

<b>General Ledger Codes:</b> 36-00-4904-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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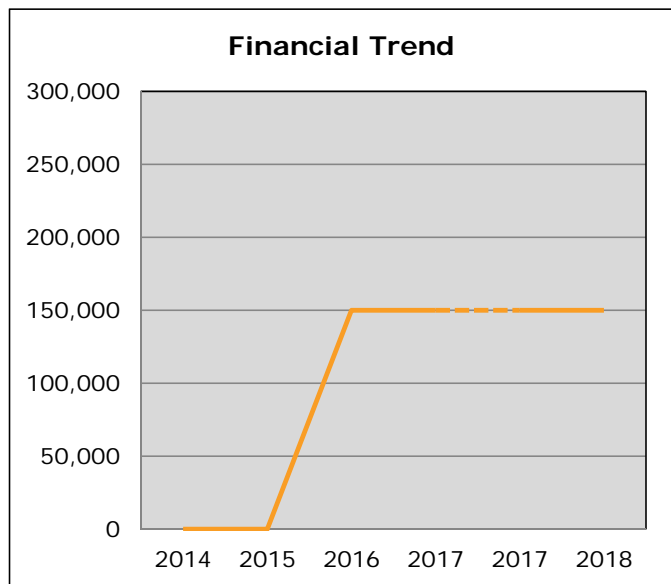
## Revenue Description

This account is for transfers from the Restricted Revenue Fund balance for use on specific projects;

**FY2016-2018**

\$150,000 Pavement Management

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	0	NA
2011 Actual	0	NA
2012 Actual	0	NA
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Actual	150,000	N/A
2017 Budget	150,000	0.00%
2017 Projected	150,000	0.00%
2018 Estimated	150,000	0.00%





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# TRANSPORTATION GENERAL OBLIGATION BOND FUND

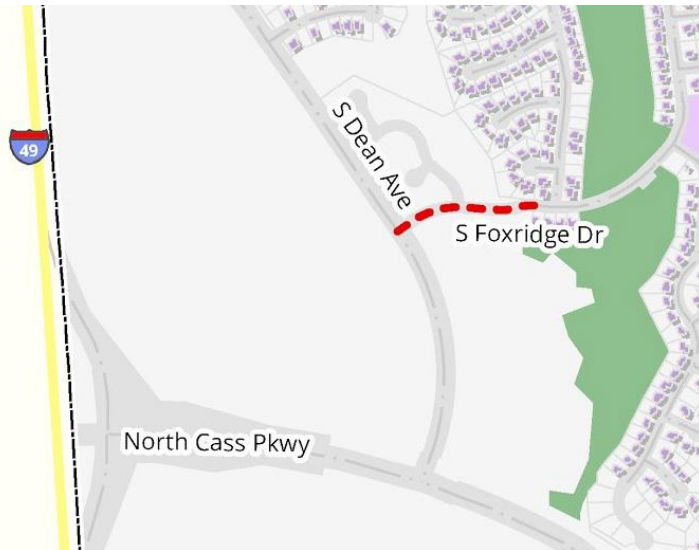
The City of Raymore Transportation General Obligation Bond Fund (36.38), established in 2007, is used to fund those capital projects associated with the expansion, enhancement, and major maintenance of the City's transportation system funded through the use of General Obligation Bond funds.

## REVENUES

Revenues are received through the issuance of voter approved bonds specifically designated for street improvements. In April 2016, the citizens voted to approve the issuance of \$3,300,000 for the purpose of acquiring right-of-way, and constructing, extending and improving streets and roads within the city including, without limitation, improving and overlaying 58 Highway from Dean Avenue to Kurzweil Road. This approved value was issued in two separate bond sales.

## FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expenditures	Carryover	2018 Budget	Total Available
Foxridge Drive Extension	\$700,000	0	\$700,000	0	\$700,000
Kentucky Road Relocation	\$640,000	\$65,000	\$575,000	0	\$575,000
Johnston Drive - Dean to Darroby	\$350,000	0	\$350,000	0	\$350,000
<b>Total</b>	<b>\$1,690,000</b>	<b>65,000</b>	<b>\$1,625,000</b>	<b>\$0</b>	<b>\$1,625,000</b>

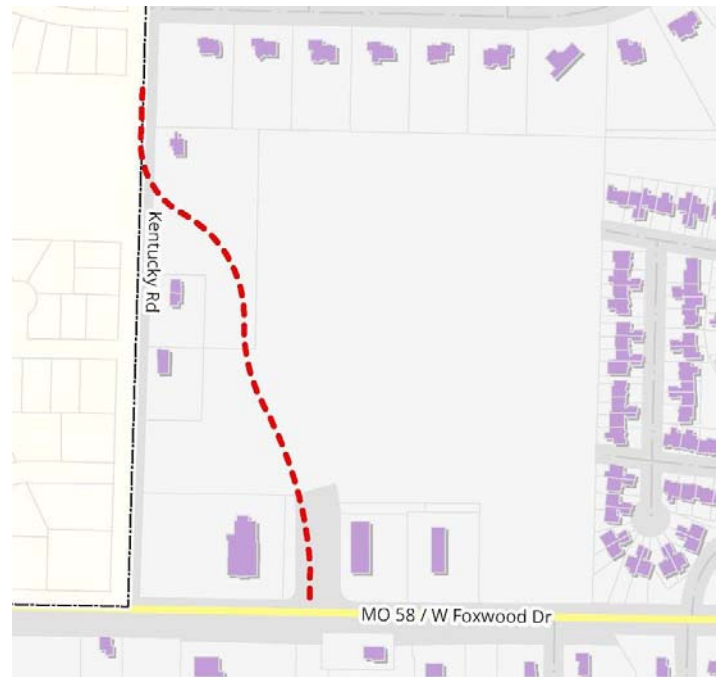


**Foxridge Drive Extension**

Cost (total) \$700,000

This project involves the extension of Foxridge Drive from its current location within Wood creek subdivision to Dean Ave. Providing additional access out of the neighborhood. This project could possibly aid in future residential and commercial development.

**Operating Cost:** Anticipated additional annual routine maintenance of \$1,500 after construction. Additional streets provide improved efficiency of traffic flow by offering more ways to move around the City.



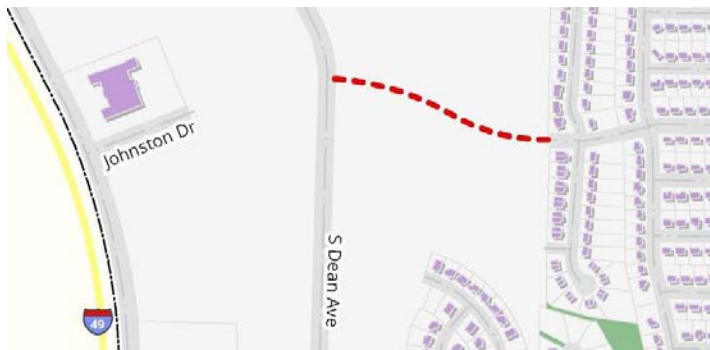
**Kentucky Road Relocation**

Cost (total) \$640,000

This project involves branching off of the existing Kentucky Road at a location just south of Harold Estates to the current signalized intersection at the Galleria development.

Identified as a need in both the Transportation Master Plan and the traffic impact study for the Galleria development, the current south terminus location onto 58 Highway is too close to the Dean Ave signal. Relocating the primary intersection onto 58 Highway farther east from the Dean Ave signal with signalization of its own creates a safer and more efficient traffic flow pattern along 58 Highway.

**Operating Cost:** Anticipated additional annual routine maintenance of \$1,500 after construction. Additional streets provide improved efficiency of traffic flow by offering more ways to move around the city.



**Johnston Drive - Dean to Darrowby**

Cost (total) \$350,000

This project involves the extension of Johnston Drive from Dean Ave to Darrowby.

This segment would fill in a gap of the City's overall transportation network and provides collector roads connectivity.

**Operating Cost:** Anticipated additional annual routine maintenance of \$1,500 after construction. Additional streets provide improved efficiency of traffic flow by offering more ways to move around the City.

**Transportation GO Bond Funds (36.38)**

	2014-15	2015-16	2016-17	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
	Actual	Actual	Budget	Projected	Adopted	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	-	-	760,000	870,719	426,345	428,477	431,691	437,087	442,550
<b>Revenue</b>									
2016 Bond Proceeds		2,316,668							
2017 Bond Proceeds			1,090,000	1,136,028					
Interest		4,051		3,813	2,132	3,214	5,396	5,464	5,532
<b>Total Revenue</b>	-	2,320,719	1,090,000	1,139,841	2,132	3,214	5,396	5,464	5,532
<b>Total Fund Bal &amp; Revenues</b>	-	2,320,719	1,850,000	2,010,560	428,477	431,691	437,087	442,550	448,082
<b>Expenditures</b>									
Debt Service				8,611					
Misc.									
<b>Capital Projects (Budgeted / reconciled)</b>									
58 Highway Rehabilitation - complete		1,400,000		(64,396)					
Foxridge Drive Extension			700,000	700,000					
Kentucky Road Relocation		50,000	590,000	590,000					
Johnston Drive - Dean to Darrowby			350,000	350,000					
<b>Total Expenditures</b>	-	1,450,000	1,640,000	1,584,215	-	-	-	-	-
<b>Fund Balance (Gross)</b>	0	870,719	210,000	426,345	428,477	431,691	437,087	442,550	448,082
<i>Less: Restricted Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	-	870,719	210,000	426,345	428,477	431,691	437,087	442,550	448,082



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# EXCISE TAX FUND

The City of Raymore Excise Tax Fund (37), established in 2001, is used to fund those capital projects associated with the expansion, enhancement, and major maintenance of the City’s transportation system. The projects within this fund are associated with the increased traffic of new business development within the City.

## REVENUES

The Excise Tax Fund has as its primary source of revenue the tax which is imposed on the basis of the additional vehicle trips generated by any eligible development activity during the afternoon time period when traffic volume on the adjacent street is highest. The tax is calculated by multiplying the trip generation

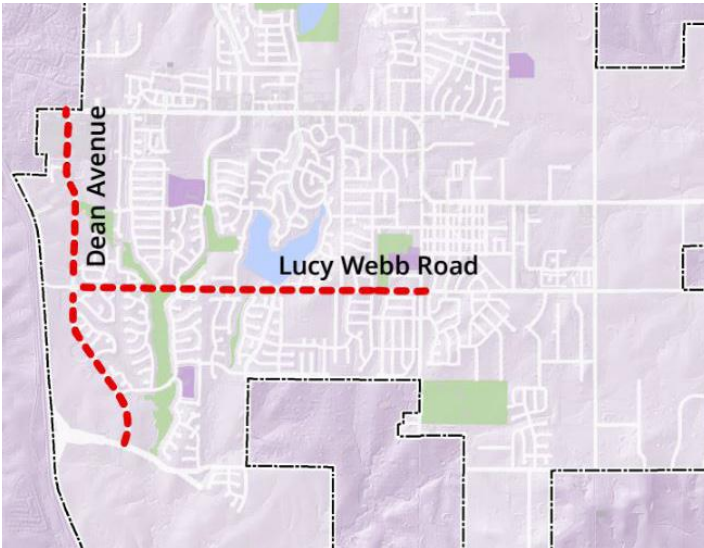
rate by the license tax rate.

The revenue of \$185,739 projected in FY2017 from single-family housing starts is based upon 100 new single-family homes.

Transfer from Transportation Fund: When the City Excise Tax was instituted, it was understood that the City at large should contribute to the cost of projects paid for with excise tax funds. The amount the City should pay should be in rough proportions (25%, 50%, 75%) to the amount of use the pre-existing City will contribute to the new facility as to what new growth will contribute. The City’s Transportation Fund has been contributing \$91,035 each year toward the estimated cost of the project to construct 163rd Street between Foxridge Drive and Kentucky Road at a projected cost of \$4,265,400. It is intended that the Transportation Fund contribute 25% of the projected costs.

## FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expenditures	Carryover	2018 Budget	Total Available
Maintenance of Thoroughfare Routes	\$0	0	0	\$125,000	\$125,000
155th Street Reconstruction	\$1,400,000	\$43,000	\$1,357,000	0	\$1,357,000
<b>Total</b>	<b>\$1,400,000</b>	<b>\$43,000</b>	<b>\$1,357,000</b>	<b>\$125,000</b>	<b>\$1,482,000</b>



### Maintenance of Thoroughfare Routes

Cost (total) : \$125,000

This project involves micro-surfacing collector and arterial roads on a regular six-year cycle.

In FY 2018 this will entail Dean Ave and Lucy Webb.

The City's Comprehensive Pavement Management Program recommends that collector and arterial streets receive surface treatments on a regular basis to preserve the integrity of the pavement and increase service life.

**Operating Cost:** Estimated reduction in maintenance costs of \$750 per fiscal year. This is a surface preservation and extends the surface life of the pavement, as well as improves the safety and esthetics of the system.



### 155th Street Reconstruction

Cost (total): \$1,400,000

This project involves the reconstruction of 155th Street including the installation of a bridge. The project will be jointly funded with KCMO under a memorandum of understanding that transfers ownership of the road after completion to the City of Raymore.

The street is in poor condition and the bridge is unusable. The partnership with KCMO provides the City with the ability to bring this section of roadway into proper condition and under control of the City.

**Operating Cost:** Anticipated additional annual routine maintenance of \$1,500 after construction. Additional streets provide improved efficiency of traffic flow by offering more ways to move around the City.

**Excise Tax (37)**

	2014-15	2015-16	2016-17	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
	Actual	Actual	Budget	Projected	Adopted	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	908,192	1,084,802	1,168,819	1,232,448	160,359	1,174,046	1,401,299	1,638,887	1,884,355
<b>Revenue</b>									
Fees & Permits									
Commercial	41,007	8,402	0	43,473	0	0	0	0	0
Single Family	169,003	285,346	185,739	337,400	346,850	327,412	329,037	329,850	333,099
Multi-Family	87,389	21,236	0	2,648	0	-	-	-	-
Interest	5,175	8,280	2,922	8,355	802	8,805	17,516	24,583	47,109
Transfer In Transportation Fund - 163rd St.	91,036	91,035	91,035	91,035	91,035	91,035	91,035	91,035	91,035
KC payment for 155th Street					700,000				
<b>Total Revenue</b>	<b>393,610</b>	<b>414,299</b>	<b>279,696</b>	<b>482,911</b>	<b>1,138,687</b>	<b>427,253</b>	<b>437,588</b>	<b>445,468</b>	<b>471,243</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,301,802</b>	<b>1,499,102</b>	<b>1,448,515</b>	<b>1,715,359</b>	<b>1,299,046</b>	<b>1,601,299</b>	<b>1,838,887</b>	<b>2,084,355</b>	<b>2,355,599</b>
<b>Expenditures</b>									
Debt Service									
Misc									
General Fund Transfer									
Capital Improvement Transfer									
<b>Capital Projects (Budgeted / reconciled)</b>									
Dean Avenue - Hwy 58 to Lucy Webb									
Dean Avenue - Lucy Webb to Hubach Hill						-	-	-	-
Dean Avenue/Lucy Webb Rd Intersection Improvement									
Maintenance of Thoroughfare Routes	217,000	266,653	155,000	155,000	125,000	200,000	200,000	200,000	200,000
155th Street Reconstruction				1,400,000					
<b>Total Expenditures</b>	<b>217,000</b>	<b>266,653</b>	<b>155,000</b>	<b>1,555,000</b>	<b>125,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
<b>Fund Balance (Gross)</b>	<b>1,084,802</b>	<b>1,232,448</b>	<b>1,293,515</b>	<b>160,359</b>	<b>1,174,046</b>	<b>1,401,299</b>	<b>1,638,887</b>	<b>1,884,355</b>	<b>2,155,599</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>1,084,802</b>	<b>1,232,448</b>	<b>1,293,515</b>	<b>160,359</b>	<b>1,174,046</b>	<b>1,401,299</b>	<b>1,638,887</b>	<b>1,884,355</b>	<b>2,155,599</b>

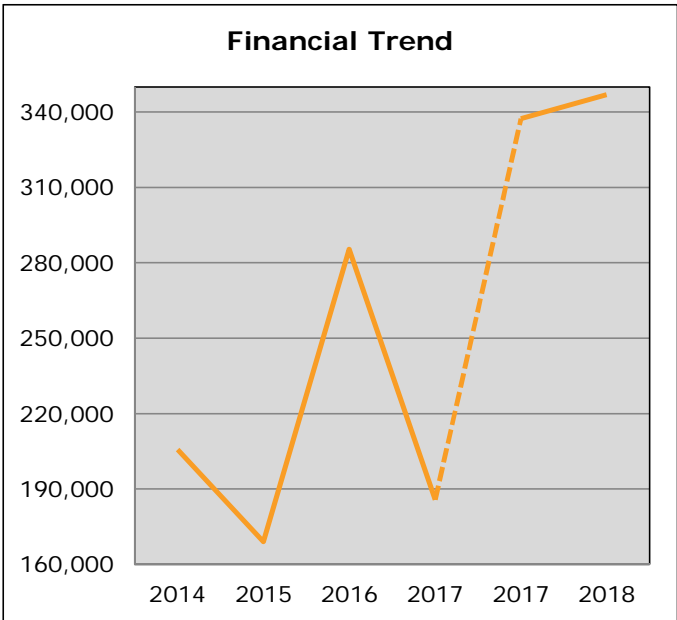
# Excise Tax

<b>General Ledger Code:</b> 37-00-4152-0000	<b>Legal Authority:</b> Municipal Code: Section 605.0050 - 605.130 State Statute:
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## Revenue Description

The Excise Tax was established to help pay for the City's costs in dealing with new development that generates new and additional traffic. This revenue is used for improvement of streets and related improvements throughout the City, including but not limited to the design, construction, reconstruction, maintenance, and improvements to streets, roads and bridges and acquisition of all necessary rights-of-way. The tax is imposed on the basis of the additional vehicle trips generated by any development activity during the afternoon time period (P.M. peak hour) when traffic volume on the adjacent street is highest. The license tax is calculated by multiplying the "trip generation rate" by the "license tax rate". Revenues are projected based on the permitting of 175 new homes.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	117,340	-56.71%
2009 Actual	59,979	-48.88%
2010 Actual	100,448	67.47%
2011 Actual	84,026	-16.35%
2012 Actual	104,043	23.82%
2013 Actual	141,787	36.28%
2014 Actual	205,661	45.05%
2015 Actual	169,003	-17.82%
2016 Actual	285,346	68.84%
2017 Budget	185,739	-34.91%
2017 Projected	337,400	81.65%
2018 Estimated	346,850	2.80%





# Transfer in From Transportation Fund

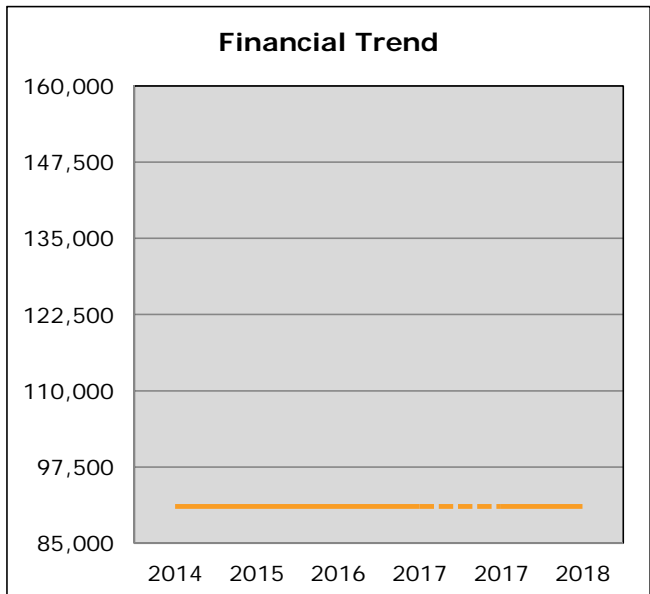
<p><b>General Ledger Codes:</b></p> <p>37-00-4936-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Ordinance: n/a  State Statute: n/a</p>
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## Revenue Description

**Transfer from the Transportation Fund** - When the City Excise Tax was instituted, it was understood that the City at large should contribute to the cost of projects paid for with excise tax funds. The amount the City should pay should be in rough proportions (25%, 50%, 75%) to the amount of use the pre-existing City will contribute to the new facility as to what new growth will contribute.

The City's next major excise tax project, according to the proposed ten-year road plan, is to construct 163rd Street between Foxridge Drive and Kentucky Road at a projected cost of \$4,265,400. It is budgeted for the Transportation Fund to contribute \$91,035 per year accumulating 25% of the projected cost.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	150,000	0.00%
2009 Actual	150,000	0.00%
2010 Actual	156,000	4.00%
2011 Actual	91,035	-41.64%
2012 Actual	91,035	0.00%
2013 Actual	91,035	0.00%
2014 Actual	91,035	0.00%
2015 Actual	91,035	0.00%
2016 Actual	91,035	0.00%
2017 Budget	91,035	0.00%
2017 Projected	91,035	0.00%
2018 Estimated	91,035	0.00%





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# CAPITAL IMPROVEMENT FUND

The City of Raymore Capital Improvement Fund (45) is established for the purpose of funding the construction and maintenance of capital improvements. Statute defines “Capital Improvements” as any capital or fixed asset having an estimated economic useful life of at least two years, and “Capital Asset” or “Fixed Asset” as assets of a long-term character that are intended to continue to be held or used, including but not limited to land, buildings, machinery, furniture, and other equipment, including computer hardware and software.

## REVENUES

The Capital Improvements Sales Tax Fund (45) has as its primary source of revenue a sales tax of one-half percent (.5%). In future budget years the Hubach Hill Road / North Cass Parkway Transportation Development District (TDD) will begin generating

revenue that will offset the TDD Debt Service that the City is committed to backing.

## OTHER EXPENDITURES

**TDD Debt Service Payment:** Fiscal Year 2011 marked the first year that this fund was be used to pay for the debt service associated with the 2009 Hubach Hill Road/North Cass Parkway TDD bond issuance for the construction of Hubach Hill Road and North Cass Parkway. These funds will be paid back to the City and this fund by revenues generated in the future from the Hubach Hill / North Cass Parkway TDD and CID. \$544,750

**BERP Fund Transfer:** A transfer is made annually to the Building Equipment Replacement (BERP) Fund to support all of the future building repairs and equipment replacements. \$100,000

## FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expenditures	Carryover	2018 Budget	Total Available
Street Light Installation	\$88,000	0	\$88,000	\$15,000	\$103,000
Concession Stand Internet Connectivity w/ Wifi	\$18,000*	0	\$18,000	\$15,500	\$33,500
GO Bond Support	0	0	0	\$600,000	\$600,000
<b>Total</b>	<b>\$106,000</b>	<b>0</b>	<b>\$106,000</b>	<b>\$630,500</b>	<b>\$736,500</b>

\* This project was funding in FY17 in the Park Sales Tax Fund (47). The originally estimate provided by the internet franchise did not include ground prep work for the site so far off the road. The project will be completed in FY18 using both funding sources.



### **Street Light Installation**

*Cost (total): \$103,000*

This project involves the installation of street lights for all development started prior to November 1, 2016 at the four locations and funding for two additional requested locations.

During 2016 the City purchased all KCP&L street lights throughout the City effective June 1, 2016. At the time of purchase the City had collected a number of street light fees with the development permits. The City is now responsible for all street lights not yet installed prior to the permitting being changed to developer installation effective November 1, 2016.

**Operating Cost:** Estimated additional utility costs of \$47 per pole per fiscal year. Additional street lights will benefit the community providing a safer environment.



### **Concession Stand Internet Connectivity with Wi-Fi**

*Cost (total): \$33,500*

This project involves the installation of internet service and public Wi-Fi at all three concession stand areas along with boosting the current service at T.B. Hanna Station. Internet service is required for electronic purchasing opportunities and to install park security cameras.

**Operating Cost:** Estimated additional utility costs of \$3,000 per fiscal year with the installation of internet. This will provide a more efficient way for staff to track sales and inventory at the concession stands as well as offering a better way to monitor weather and offer Wi-Fi connectivity to the patrons.

### **GO Bond Support**

*Cost (total): \$600,000*

This project involves providing financial support to the on-going GO Bond projects approved by voters in April 2016.

**Operating Cost:** None.

**Capital Improvement Fund (45)**

	2014-15	2015-16	2016-17	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
	Actual	Actual	Budget	Projected	Adopted	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	668,680	6,163	135,568	211,174	181,617	359,052	438,466	501,962	545,837
<b>Revenue</b>									
Taxes									
1/2 cent Capital Improvement	1,161,505	1,179,385	1,271,935	1,285,197	1,293,649	1,297,271	1,300,903	1,304,546	1,308,198
FVS - Mott & 58 Signal	24,930	31,416	32,000	27,024	32,000	25,000	25,000	25,000	25,000
Resident Contribution- Willow Hills NID	3,105	2,863	2,800	2,863	2,863				
Reimbursement of undeveloped lots	38,868	16,163		60,656	0				
Interest	4,825	4,503	339	2,986	999	2,693	5,481	7,529	13,646
Bond Proceeds		4,040,000							
Transfer from General Fund		536,752	301,500	301,500	600,000				
Transfer from the Restricted Fund		1,541,250	24,671	24,671	0				
<b>Total Revenue</b>	<b>1,233,233</b>	<b>7,352,332</b>	<b>1,633,245</b>	<b>1,704,896</b>	<b>1,929,510</b>	<b>1,324,964</b>	<b>1,331,384</b>	<b>1,337,075</b>	<b>1,346,844</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,901,913</b>	<b>7,358,495</b>	<b>1,768,813</b>	<b>1,916,070</b>	<b>2,111,127</b>	<b>1,684,016</b>	<b>1,769,850</b>	<b>1,839,037</b>	<b>1,892,682</b>
<b>Expenditures</b>									
D.S. - Special Ob. Bond	349,462	2,377,929	515,750	515,750	544,750	543,125	546,188	548,875	541,313
Hubach Hill TDD D.S. (2009)	395,910	396,600	401,600	401,600	476,325	586,925	606,200	628,825	643,225
Misc - Debt service fees			500	500	500	500	500	500	500
Transfer Out to General Fund		6,000		6,000	6,000	6,000	6,000	6,000	6,000
Transfer to BERP	300,000	300,000	100,000	100,000	100,000	100,000	100,000	100,000	300,000
Transfer to the Restricted Revenue Fund	200,000								
<b>Capital Projects (Budgeted / reconciled)</b>									
Activity Center - (transferred to RRF 04)	(200,000)								
Police Firing Range	100,000	(6,000)		(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)
Park Maintenance Facility Fencing & Building Apron			50,000	50,000					
City Hall Video Security System Upgrade - completed	(1,162)								
Farmers Market Park Development Phase I-a & Ib - complete	183,929	-							
Roadside Trail Rehabilitation - completed		(32,206)							
Olive Street Sidewalk - completed	103,762	(32,817)							
Undeveloped Lots - Sidewalk Program	113,672	33,495		(18,036)					
Roundabout Feature	10,628								
Ryan's Access Modification	60,000	(3,320)							
Decorative Light Installation - Elm Street - completed		14,000		(9,333)					
Municipal Circle Center		1,815,250							
Municipal Circle Land Purchase Lots 4 & 5 - completed	194,548								
Depot Enhancement Package - completed	85,000	(7,928)							
Initial Pre-design MAC gym - completed		262,750							
Demolition of 201 S Adams - completed		30,000		(2,527)					
Public Works Facility - LED Fixtures - completed		12,950							
Security Cameras at Parks & Public Works			35,000	35,000					
T.B. Hanna Station Parking Improvements			68,000	68,000					
FY17 Stormwater Improvements			74,000	74,000					
Detention Pond Rehabilitation/Beautification Partnership			50,000	50,000					
City Hall Detention Pond			80,000	80,000					
Development Street Light Installation			88,000	88,000					
Foxwood Water Tower Painting and Repair - completed		-		-					
Park Land Purchase - completed		4,618							
Railroad Business Car - replace W/GO contingency			301,500						
KCP&L street light purchase - completed		1,976,000							
GO Bond project contingency funds				301,500					
Street Light Installation					15,000	15,000	15,000	15,000	15,000
Concession Stand Internet Connectivity w/ WIFI					15,500				
GO Project Support					600,000				
<b>Total Expenditures</b>	<b>1,895,750</b>	<b>7,147,321</b>	<b>1,764,350</b>	<b>1,734,454</b>	<b>1,752,075</b>	<b>1,245,550</b>	<b>1,267,888</b>	<b>1,293,200</b>	<b>1,500,038</b>
<b>Fund Balance (Gross)</b>	<b>6,163</b>	<b>211,174</b>	<b>4,463</b>	<b>181,617</b>	<b>359,052</b>	<b>438,466</b>	<b>501,962</b>	<b>545,837</b>	<b>392,644</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>6,163</b>	<b>211,174</b>	<b>4,463</b>	<b>181,617</b>	<b>359,052</b>	<b>438,466</b>	<b>501,962</b>	<b>545,837</b>	<b>392,644</b>

# Capital Improvements Sales Tax

<p><b>General Ledger Code:</b> 45-00-4125-0000</p>	<p><b><u>Legal Authority:</u></b> Municipal Code: Section 145.030 State Statute: 94.575-94.577 RSMo</p>
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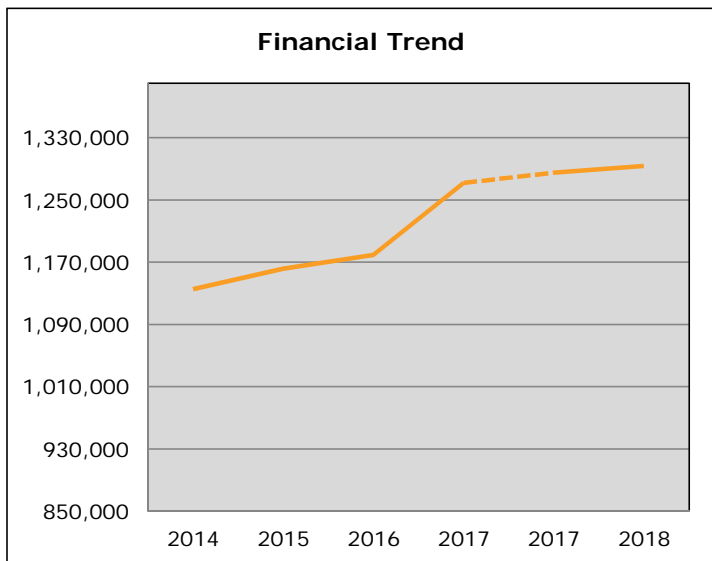
## Revenue Description

**Capital Improvement Sales Tax** – A tax of one-half of one percent (0.5%) is collected by the City for the funding, operation or maintenance of capital improvements and the repayment of bonds to finance capital improvements. Statutes define a capital improvement as any capital or fixed asset having an estimated economic useful life of at least two years.

In 2012 the Missouri Supreme Court invalidated out-of-state sales tax collection on motor vehicles for any jurisdiction that had not adopted a use tax. Raymore does not currently have a use tax. In 2013 a statute was enacted that restored this source as a sales tax, at least temporarily. Cities were given until the deadline date of November, 2016 to put before the voters a measure to permanently adopt this sales tax. In 2016 the legislation was passed to extend this deadline to 2018. In August of 2016 Raymore voters allowed this sales tax to remain in place.

The FY17 projected revenues are based on current receipts and the opening of the Raymore Market Place at 58 Hwy and Dean Ave. The FY18 revenue is based on FY17 receipts and a full year of sales tax generated from the Market Center.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	893,018	12.40%
2009 Actual	890,228	-0.31%
2010 Actual	884,066	-0.69%
2011 Actual	919,712	4.03%
2012 Actual	924,550	0.53%
2013 Actual	939,200	1.58%
2014 Actual	1,135,148	20.86%
2015 Actual	1,161,505	2.32%
2016 Actual	1,179,385	1.54%
2017 Budget	1,271,935	7.85%
2017 Projected	1,285,197	1.04%
2018 Estimated	1,293,649	0.66%



# Refunds & Reimbursements

**General Ledger Codes:**

45-00-4340-0000

**Legal Authority:**

State Statute: Chapter 82

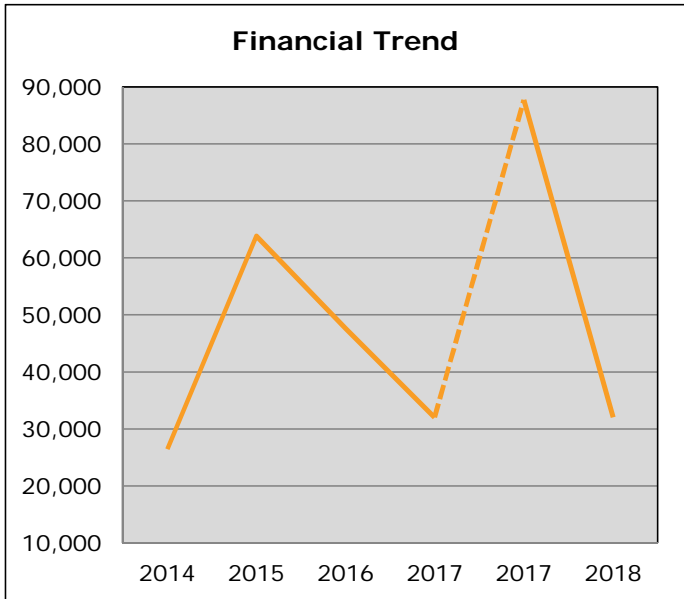
### Revenue Description

**Refunds & Reimbursements** - Reimbursements/refunds to the City, including insurance reimbursements, are recorded in this account. In 2009 the City funded a traffic signal at the intersection of 58 Hwy and Mott Drive, to be reimbursed by revenues from the Foxwood Village Shops TIF District received on a pay-as-you-go basis. Revenues from this source are projected the same as FY14 budget.

During FY2014 the City approved to install sidewalks on certain identified undeveloped lots. Each year owners are given a deadline of installation. The amounts represented here are associated with the sidewalks installed by the City and reimbursed by the lot owner.

FY16 budget and projected revenue are based on funds from the reimbursement of the annual reimbursement of the traffic signal at Mott and 58 Hwy and the sidewalk installation on undeveloped lots. The FY18 revenue is based solely on the traffic signal.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	NA
2009 Actual	310,139	NA
2010 Actual	1,636	-99.47%
2011 Actual	13,889	749.15%
2012 Actual	13,833	-0.40%
2013 Actual	26,943	94.78%
2014 Actual	26,437	-1.88%
2015 Actual	63,798	141.32%
2016 Actual	47,578	-25.42%
2017 Budget	32,000	-32.74%
2017 Projected	87,680	174.00%
2018 Estimated	32,000	-63.50%



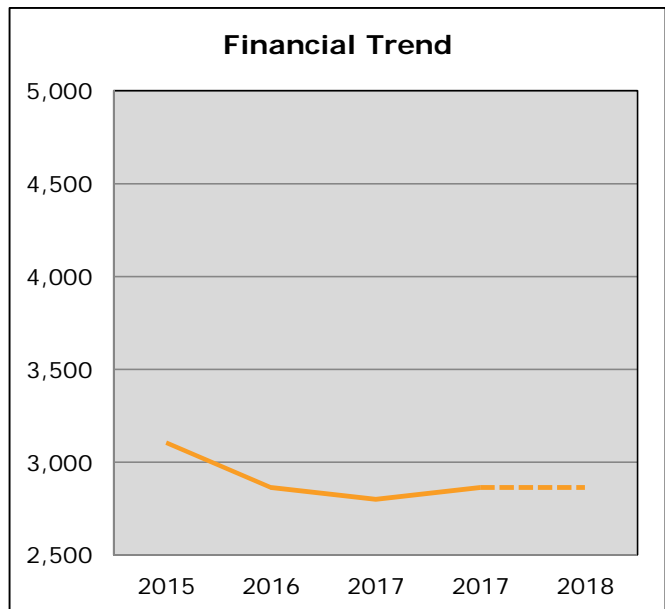
# Resident Contribution - Willow Hills NID

<b>General Ledger Codes:</b> 45-00-4800-0000	<b><u>Legal Authority:</u></b> Municipal Ordinance: n/a State Statute: n/a
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## Revenue Description

**Residential Contribution - Willow Hills NID** - In 2007, the City worked with Cass County to form a County Neighborhood Improvement District (NID) to improve the roads in the Willow Hills subdivision. Residents, along with Cass County, contributed to the cost of the project. Some residents chose to pay their contribution in one lump sum immediately after the improvement, while others pay an annual assessment to Cass County which is remitted by the County to the City.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	28,609	-28.48%
2009 Actual	2,863	-89.99%
2010 Actual	1,227	-57.15%
2011 Actual	2,658	116.67%
2012 Actual	3,121	17.42%
2013 Actual	0	N/A
2014 Actual	2,658	N/A
2015 Actual	3,105	16.80%
2016 Actual	2,863	-7.78%
2017 Budget	2,800	-2.21%
2017 Projected	2,863	2.26%
2018 Estimated	2,863	0.00%





# Transfer In from General Fund

<b>General Ledger Codes:</b> 45-00-4901-0000	<b>Legal Authority:</b> Municipal Ordinance: n/a State Statute: n/a
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## Revenue Description

In FY12 the Council approved the transfer of \$200,000 from the General Fund to the Capital Improvement Fund for the use for planning, design or construction of a future activity center.

The FY16 transfer is for the following projects:

- \$262,752 Initial Pre-design MAC gym
- \$274,000 Additional Municipal land purchase

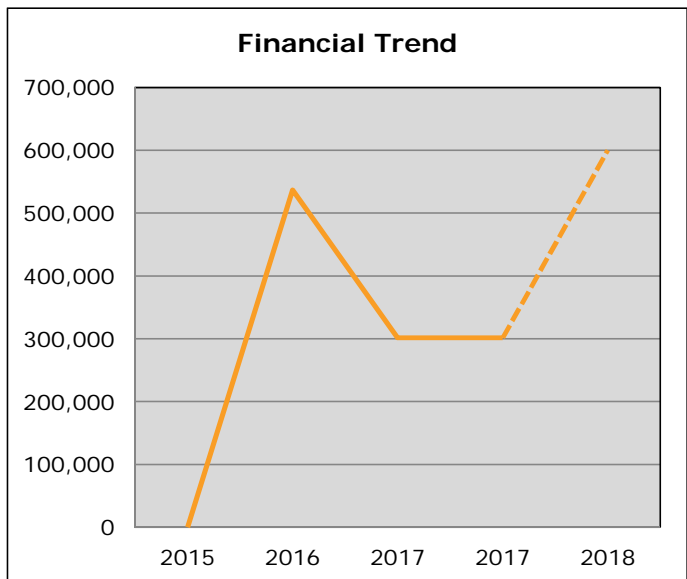
FY17 transfer was for the following project:

- \$301,500 Railroad business car and later earmarked for GO Contingency funds

FY17 transfer is for the following project:

- \$600,000 GO Project Support (additional funding)

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	14,930	NA
2011 Actual	0	NA
2012 Actual	200,000	NA
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Actual	536,752	N/A
2017 Budget	301,500	-43.83%
2017 Projected	301,500	0.00%
2018 Estimated	600,000	N/A



# Transfer In from Restricted Revenue Fund

<b>General Ledger Codes:</b> 45-00-4904-0000	<b><u>Legal Authority:</u></b> Municipal Ordinance: n/a State Statute: n/a
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## Revenue Description

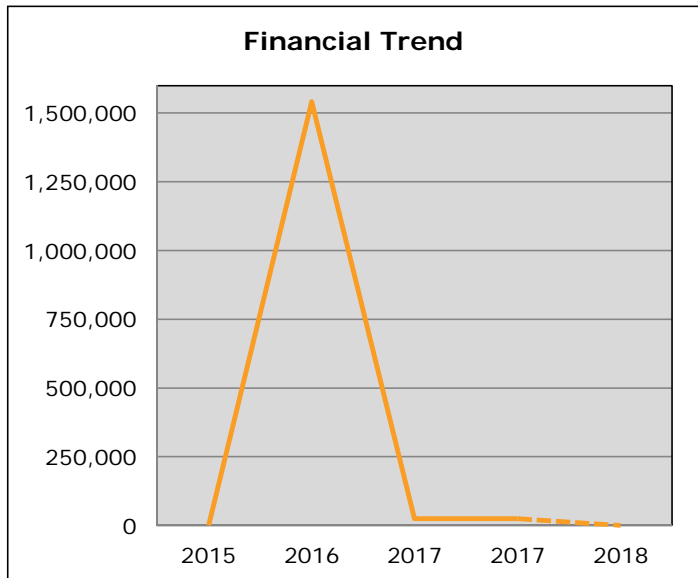
In FY14 the Council approved the transfer of \$1,000,000 from the General Fund, and \$41,250 from the Parks Sales Tax Fund to the Restricted Revenue Fund to set aside funds to use for planning, design or construction of a future activity center. In FY 2015 the Council approved an additional transfer of \$500,000, accumulating a total balance of \$1,541,250 in the Restricted Revenue Fund to be used for a future center.

The FY 2016 includes a transfer from the Restricted Revenue Fund for the full \$1,541,250 to be used for the Municipal Circle Center.

The FY17 transfer is for the previously paid street light fees associated with the new street light project.

There are no budgeted transfers for FY18.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	0	NA
2011 Actual	0	NA
2012 Actual	0	NA
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Actual	1,541,250	N/A
2017 Budget	24,671	-98.40%
2017 Projected	24,671	0.00%
2018 Estimated	0	N/A



# STORMWATER SALES TAX FUND

The City of Raymore Stormwater Sales Tax Fund (46), established in 1998, is used to fund capital projects associated with the City's storm sewer system.

## REVENUES

The City imposes a sales tax of one-half percent (0.5%) for the purpose of providing funding for stormwater control and local parks, with an established formula set for the distribution of monies received. The Stormwater Sales Tax Fund and Parks Sales Tax Fund each receive 40% of the monies received from this tax, and the remaining 20% is subject to the annual budgeting process. For FY 2018 it is budgeted to allocate evenly between the funds.

## FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expenditures	Carryover	2018 Budget	Total Available
2018 Annual Curb Replacement Program	0	0	0	\$100,000	\$100,000
Permeable Pavers Crosswalks	0	0	0	\$114,465	\$114,465
N Washington St. Culvert Replacement	0	0	0	\$33,000	\$33,000
Storm Culvert Replacement	0	0	0	\$28,000	\$28,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$275,465</b>	<b>\$275,465</b>



**Annual Curb Replacement Program**

*Cost (total): \$100,000*

The City is in the midst of a multi-year program to address curb deterioration. The proposed FY 2018 and future funding from both the Transportation and Storm Water Funds will provide for removal and replacement of approximately 20,000 feet of curb and gutter at various locations each year.

The concrete curb and gutter has deteriorated in many areas throughout the City. In 2012, Engineering staff completed a condition survey of curb and gutter throughout the city and that survey is being updated during the summer and fall of 2016. The cost of the replacement program is being borne by both the Storm Water and Transportation Funds in recognition of the fact that curbs serve both as a road support device and as a storm water conveyance measure.

**Operating Cost:** Estimated reduction in maintenance costs of \$750 per fiscal year. The replacement now significantly extends the useful life of the curbs. This will provide a cleaner stormwater environment.



**Permeable Pavers Crosswalks**

*Cost (total): \$114,465*

This project involves the installation of permeable paver crosswalks along the south side of West Foxwood Drive (58 Hwy). Intersections identified are Skyline Dr., Sunset Lane, Park Dr., Woodson Dr., High



Dr., Darrowby Dr. and Mott Dr.

Adding amenities to identify the 58 Hwy corridor. The pavers provide a visually distinct marker for both pedestrians crossing and vehicles stopping. The permeable pavers provide treatment for stormwater and reduce the potential for ice build up at the intersections by allowing the melt water to quickly drain away during the winter.

**Operating Cost:** No anticipated additional costs.



**North Washington St Culvert Replacement**

*Cost (total): \$33,000*

This project involves the replacement of a failed storm water culvert located adjacent to 507 North Washington St.

The corrugated metal pipe culvert has exceeded its service life and has numerous failures and holes.

**Operating Cost:** No anticipated additional operating costs. The storm water drainage improvement will require less maintenance of channel washouts and prevent further significant investment at these locations.



### **Storm Culvert Replacement**

*Cost (total): \$28,000*

This project involves the removal and replacement of approximately 650 feet of deteriorated culvert pipe located in the rear yards between Rainbow Circle and Silver Lake Circle.

The culvert pipe has numerous failure points that are causing sink holes in the yards.

**Operating Cost:** No anticipated additional operating costs. The storm water drainage improvement will require less maintenance of channel washouts and prevent further significant investment at these locations.

**Stormwater Sales Tax (46)**

	2014-15	2015-16	2016-17	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
	Actual	Actual	Budget	Projected	Adopted	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	51,565	32,189	80,528	118,661	124,514	194,279	424,001	651,111	877,041
<b>Revenue</b>									
Taxes									
<i>Sales Tax (40% of 1/2 cent)</i>	464,601	471,754	508,774	514,079	517,459	518,908	520,361	521,818	523,279
<i>Council Determined</i>	116,150	117,938	127,193	128,520	129,365	110,031	110,339	110,648	110,958
Refunds & Reimbursements	277	277	277	400	277	277	277	277	277
Interest	200	299	345	422	422	1,457	5,300	9,767	21,926
Transfers In		57,000							
<b>Total Revenue</b>	<b>581,228</b>	<b>647,268</b>	<b>636,589</b>	<b>643,420</b>	<b>647,523</b>	<b>630,674</b>	<b>636,278</b>	<b>642,510</b>	<b>656,440</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>632,793</b>	<b>679,457</b>	<b>717,117</b>	<b>762,081</b>	<b>772,037</b>	<b>824,953</b>	<b>1,060,279</b>	<b>1,293,621</b>	<b>1,533,482</b>
<b>Expenditures</b>									
Debt Service	209,598	210,681	208,892	208,892	21,856	21,536	22,208	21,872	21,536
General Fund Transfer	230,425	258,115	258,115	258,115	273,937	279,416	286,960	294,708	302,665
Misc Stream Clean ups					1,500				
Environment) Blue Education Program					5,000				
<b>Capital Projects (Budgeted / reconciled)</b>									
Annual Curb Replacement	82,402	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Johnston Drive Storm Water - complete	74,779								
City-Wide Median Beautification - complete		92,000		(9,440)					
Municipal Center BMPs			80,000	80,000					
Permeable Pavers Crosswalks					114,465				
N Washington St. Culvert Replacement					33,000				
Storm Culvert Replacement					28,000				
<b>Total Expenditures</b>	<b>600,604</b>	<b>560,796</b>	<b>647,007</b>	<b>637,567</b>	<b>577,758</b>	<b>400,952</b>	<b>409,168</b>	<b>416,580</b>	<b>424,201</b>
<b>Fund Balance (Gross)</b>	<b>32,189</b>	<b>118,661</b>	<b>70,110</b>	<b>124,514</b>	<b>194,279</b>	<b>424,001</b>	<b>651,111</b>	<b>877,041</b>	<b>1,109,281</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>32,189</b>	<b>118,661</b>	<b>70,110</b>	<b>124,514</b>	<b>194,279</b>	<b>424,001</b>	<b>651,111</b>	<b>877,041</b>	<b>1,109,281</b>

# Stormwater Sales Tax

<p><b>General Ledger Code:</b>                  46-00-4110-0000                  46-00-4115-0000                  46-00-4120-0000</p>	<p><b>Legal Authority:</b>                  Municipal Code: Section 145.040                  State Statute:</p>
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## Revenue Description

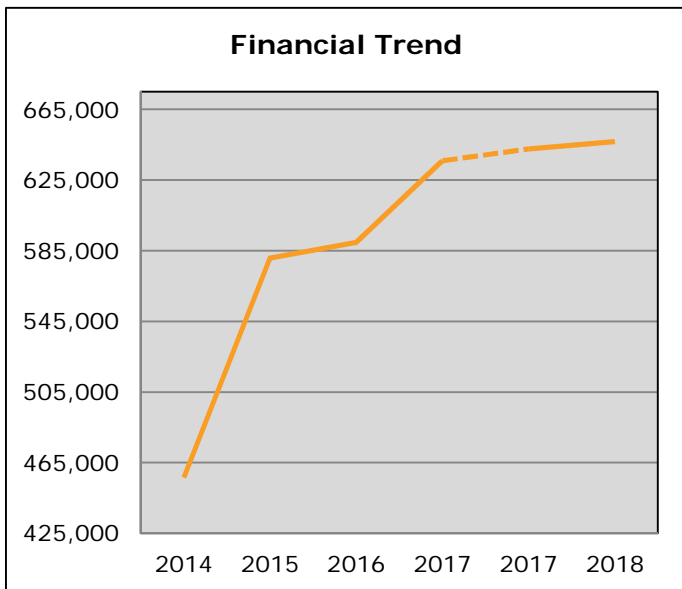
**Stormwater Sales Tax** – A tax of one-half of one percent (0.5%) is collected by the City for the purpose of providing funding for storm water control and local parks.

In 2012 the Missouri Supreme Court invalidated out-of-state sales tax collection on motor vehicles for any jurisdiction that had not adopted a use tax. Raymore does not currently have a use tax. In 2013 a statute was enacted that restored this source as a sales tax, at least temporarily. Cities were given until the deadline date of November, 2016 to put before the voters a measure to permanently adopt this sales tax. In 2016 the legislation was passed to extend this deadline to 2018. In August of 2016 Raymore voters allowed this sales tax to remain in place.

The FY17 projected revenues are based on current receipts and the opening of the Raymore Market Place at 58 Hwy and Dean Ave. The FY18 revenue is based on FY17 receipts and a full year of sales tax generated from the Market Center.

The City Code provides that the Park Sales Tax Fund and the Stormwater Sales Tax Fund shall each receive 40% of the revenue from this tax, and the remaining 20% shall be distributed to each fund at the discretion of the City Council during the annual budgeting process. For FY 2018, the City Manager proposes that each fund receives an equal distribution.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	357,252	12.41%
2009 Actual	447,580	25.28%
2010 Actual	456,440	1.98%
2011 Actual	458,973	0.55%
2012 Actual	458,675	-0.06%
2013 Actual	469,419	2.34%
2014 Actual	456,547	-2.74%
2015 Actual	580,751	27.21%
2016 Actual	589,692	1.54%
2017 Budget	635,967	7.85%
2017 Projected	642,599	1.04%
2018 Estimated	646,824	0.66%



# Transfer from General Fund

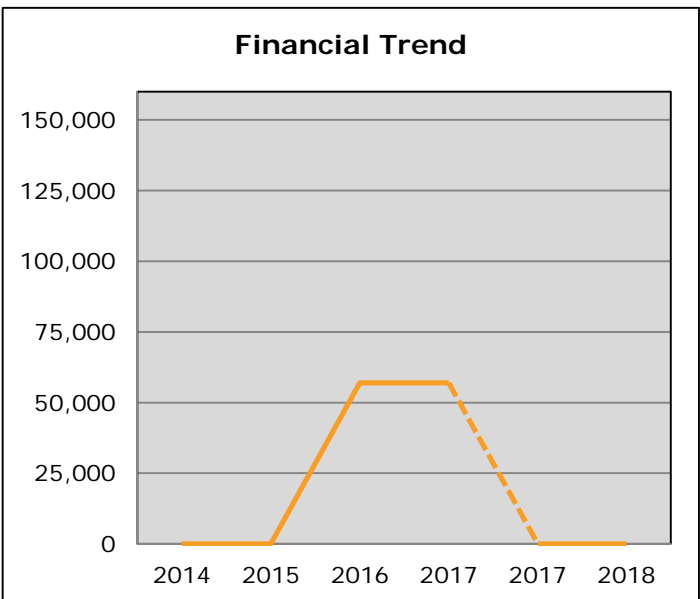
<p><b>General Ledger Code:</b> 46-00-4901-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 145.040 State Statute:</p>
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## Revenue Description

FY 2016 revenues associated with this funding source were transfers from the General Fund directed by the Council for additional funding for the Median Beautification project.

FY18 has no planned transfers.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	3,674	NA
2011 Actual	0	NA
2012 Actual	0	NA
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Actual	57,000	N/A
2017 Budget	57,000	0.00%
2017 Projected	0	N/A
2018 Estimated	0	N/A





# PARKS SALES TAX FUND

The City of Raymore Park Sales Tax Fund (47), established in 1998, is used to fund those capital projects associated with the purchase of land and expansion and enhancement of the City’s park system.

## REVENUES

The City imposes a sales tax of one-half percent (0.5%) for the purpose of providing funding for stormwater control and local parks, with an established formula set for the distribution of monies received. The Stormwater Sales Tax Fund and Parks Sales Tax Fund each receive 40% of the monies received from this tax, and the remaining 20% is subject to the annual budgeting process. For FY 2018 it is budgeted to allocate evenly between the funds.

## FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expenditures	Carryover	2018 Budget	Total Available
Recreation Park Pedestrian Bridge Replacement	0	0	0	\$55,000	\$55,000
Recreation Park Picnic Pavilion	0	0	0	\$210,000	\$210,000
Recreation Park Pond	0	0	0	\$10,000	\$10,000
Concession Stand Internet Connectivity w/ Wi-Fi	\$18,000	0	0	\$18,000	\$18,000
Recreation Park Pedestrian Safety Enhancements	0	0	0	\$100,000	\$100,000
Park Restroom Enhancements	0	0	0	\$6,000	\$6,000
Park Maint. Facility	0	0	0	\$20,000	\$20,000
<b>Total</b>	<b>\$18,000</b>	309 <b>\$0</b>	<b>\$0</b>	<b>\$419,000</b>	<b>\$419,000</b>



**Recreation Park Pedestrian Bridge Replacement**  
 Cost (total): \$55,000

This project would involve the replacement of the current bridge and construction of new pedestrian crossing to the east connecting Moon Valley and Recreation Park.

The existing bridge does not meet current design/safety standards.

**Operating Cost:** Estimated minimal routine maintenance after construction. The installation of new regulation bridges will provide improved safety of the trail system.



**Recreation Park Picnic Pavilion**  
 Cost (total): \$210,000

This project would involve the demolition of the existing park house and site restoration and create an additional picnic pavilion with restrooms and special event storage.

The current park house is scheduled for demolition after completion of the Activity Center.

Staff recommends construction of a new rental structure. The necessary infrastructure, parking and utilities are in place, reuse of the infrastructure will reduce the overall cost of the project.

**Operating Cost:** Estimated additional staffing and maintenance costs of \$500 per fiscal year. This will provide additional gathering space and an overall attractiveness to the park. Based on historical data the shelter could generate an additional \$6,000-\$8,000 in revenue per year.



**Recreation Park Pond**  
 Cost (total): \$10,000

This project would involve an environmental analysis in the first year. The study will provide guidance for the removal of sediment in the pond and cleaning up around the area making it easier to fish and more visually pleasing.

The pond is over 30 years old and has noticeable algae and sediment. With the new Activity Center scheduled to face and incorporate the pond as a main feature staff researched and found a solution that is environmental-friendly. The analysis study will provide a map of the pond with a clear understanding the algae and sediment needing to be removed. The pond does not have to be drained and aquatic life does not have to be relocated. This process removes the organic sediment very efficiently and effectively.

**Operating Cost:** No anticipated additional costs. However, cleaning up the pond and surrounding area improves safety, environment and attractiveness of the park.

### Park Maintenance Facility Improvements

Cost (total): \$20,000

This project involves the renovation and improvement of the Parks & Recreation Department's Park Maintenance Facility at Recreation Park.

**Operating Cost:** None



### Concession Stand Internet Connectivity w/ Wifi

Cost (total): \$18,000

This project involves the installation of internet service and public Wi-Fi at all three concession stand areas along with boosting the current service at T.B. Hanna Station. Internet service is required for electronic purchasing opportunities and to install park security cameras.

**Operating Cost:** Estimated additional utility costs of \$3,000 per fiscal year with the installation of internet. This will provide a more efficient way for staff to track sales and inventory at the concession stands as well as offering a better way to monitor weather and offer Wi-Fi connectivity to the patrons.



### Recreation Park Pedestrian Safety Enhancements

Cost (total): \$100,000

This project involves the construction of pedestrian access points off the main parking lot which will connect the Raymore Activity Center, the baseball complex and the soccer complex to the trail system. The project includes: parking lot striping that adds additional ADA parking spots, no parking zones and pedestrian entrances, some landscaping and a prime location for public art.

Parking and congestion continues to be an issue during heavy activity days. The current layout of the parking area does not allow for pedestrian access to the activity areas surrounding the baseball and soccer activity areas forcing park patrons to walk in the parking lot to access the playing fields, and also provide trail connectors and walking access to the Raymore Activity Center.

**Operating Cost:** No anticipated additional costs. Concrete sidewalks require very little maintenance. This will provide additional sidewalks and an overall attractiveness to the park.

### Park Restroom Enhancements

Cost (total): \$6,000

This project would involve the installation of hand dryers in the public restrooms at baseball, soccer and Moon Valley Park.

The four public restrooms within the park system have either paper towel dispensers or electric hand dryers. Replacing the current paper towel dispensers with electric hand dryers will reduce waste and provide a cleaner, more sanitary public restroom.

**Operating Cost:** Estimated additional maintenance and utility costs of \$250 per fiscal year.



**Park Sales Tax (47)**

	2014-15	2015-16	2016-17	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
	Actual	Actual	Budget	Projected	Adopted	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	272,082	167,375	216,729	167,611	158,773	46,568	68,135	120,290	26,171
<b>Revenue</b>									
Taxes									
Sales Tax (40% of 1/2 cent)	464,601	471,754	508,774	514,079	517,459	518,908	520,361	521,818	523,279
Additional - Council Determined	116,150	117,938	127,193	128,520	129,365	129,727	130,090	130,455	130,820
Interest	1,656	1,574	1,971	1,682	1,971	931	1,703	3,609	916
Transfers from General Fund		194,000	118,000	118,000	20,000				
<b>Total Revenue</b>	<b>582,407</b>	<b>785,266</b>	<b>755,938</b>	<b>762,280</b>	<b>668,795</b>	<b>649,567</b>	<b>652,155</b>	<b>655,881</b>	<b>655,015</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>854,489</b>	<b>952,641</b>	<b>972,667</b>	<b>929,891</b>	<b>827,568</b>	<b>696,135</b>	<b>720,290</b>	<b>776,171</b>	<b>681,187</b>
<b>Expenditures</b>									
Debt Service	46,952	46,896	46,851	46,851					
Misc.	424		450	450					
Transfer to Park Fund for Operations	350,000	150,000	375,000	375,000	362,000	350,000	350,000	350,000	350,000
<b>Capital Projects (Budgeted / reconciled)</b>									
Memorial Park Improvements - Phase III			150,000	150,000					
Recreation Park Basketball Court Reconstruction - complete	20,000	(2,308)							
Memorial Park Tennis Court Maintenance - complete	15,500	(1,664)							
Eagle Glen Trail Reconstruction - complete	1,050								
Landscaping throughout the City		28,700							
Recreation Park Baseball Fields Renovation Project - complete	75,154	225,234							
Community Trails Master Plan - complete	35								
Park Maintenance Facility Security Enclosure - removed	(40,000)								
Recreation Park Tennis Court Maintenance - complete	58,000	(5,828)							
Memorial Park Playground Improvements						48,000			
Memorial Park ADA Access to Ball Fields			65,000	65,000					
Memorial Park West Parking Lot Expansion			37,500	37,500					
Park Maintenance Building Apron							75,000		
Hawk Ridge Park Phase (I-a) Trail Construction - Enc/GOB	160,000								
Hawk Ridge Park Phase (I-b) ADA Dock		45,000							
Hawk Ridge Park Phase (I-c) Restroom - Enc/GOB		90,000							
Recreation Park Ballfield Lights field #1 & 2						80,000			
Ward Park Shelter House			6,500	6,500					
Recreation Park Pedestrian Bridge Replacements					55,000				
Recreation Park Picnic Pavilion					210,000				
Dog Park							175,000		
Recreation Park Ballfield Shade Structures - complete		209,000		(10,183)					
Recreation Pond Rehabilitation					10,000	150,000			
Recreation Park Playground Replacement								300,000	
Concession Stand Internet Connectivity w/ WIFI			18,000	-	18,000				
Trail Lighting			100,000	100,000					
Pedestrian Safety Enhancements					100,000				
Park Restroom Enhancements					6,000				
Recreation Park Pavilion Playground								100,000	
Hawk Ridge Park Natural Playground									150,000
Hawk Ridge Park Archery Range									51,500
Parks Maintenance Facility Improvements					20,000				
<b>Total Expenditures</b>	<b>687,114</b>	<b>785,030</b>	<b>799,301</b>	<b>771,118</b>	<b>781,000</b>	<b>628,000</b>	<b>600,000</b>	<b>750,000</b>	<b>551,500</b>
<b>Fund Balance (Gross)</b>	<b>167,375</b>	<b>167,611</b>	<b>173,366</b>	<b>158,773</b>	<b>46,568</b>	<b>68,135</b>	<b>120,290</b>	<b>26,171</b>	<b>129,687</b>
<i>Less: Restricted Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>167,375</b>	<b>167,611</b>	<b>173,366</b>	<b>158,773</b>	<b>46,568</b>	<b>68,135</b>	<b>120,290</b>	<b>26,171</b>	<b>129,687</b>

# Park Sales Tax

<p><b>General Ledger Code:</b> 47-00-4110-0000 47-00-4120-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 145.040 State Statute:</p>
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## Revenue Description

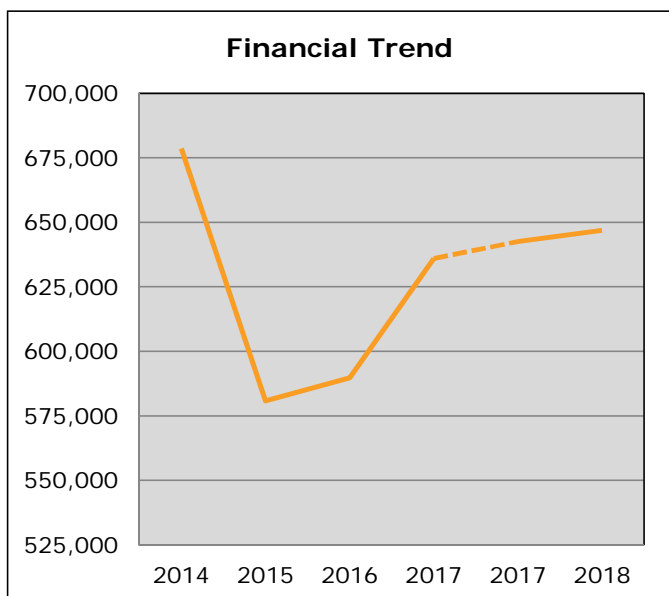
**Park Sales Tax** – A tax of one-half of one percent (0.5%) is collected by the City for the purpose of providing funding for storm water control and local parks.

In 2012 the Missouri Supreme Court invalidated out-of-state sales tax collection on motor vehicles for any jurisdiction that had not adopted a use tax. Raymore does not currently have a use tax. In 2013 a statute was enacted that restored this source as a sales tax, at least temporarily. Cities were given until the deadline date of November, 2016 to put before the voters a measure to permanently adopt this sales tax. In 2016 the legislation was passed to extend this deadline to 2018. In August of 2016 Raymore voters allowed this sales tax to remain in place.

The FY17 projected revenues are based on current receipts and the opening of the Raymore Market Place at 58 Hwy and Dean Ave. The FY18 revenue is based on FY17 receipts and a full year of sales tax generated from the Market Center.

The City Code provides that the Park Sales Tax Fund and the Stormwater Sales Tax Fund shall each receive 40% of the revenue from this tax, and the remaining 20% shall be distributed to each fund at the discretion of the City Council during the annual budgeting process. For FY 2018, the City Manager proposes that each fund receives an equal distribution.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	535,879	12.65%
2009 Actual	442,668	-17.39%
2010 Actual	427,465	-3.43%
2011 Actual	460,738	7.78%
2012 Actual	458,675	-0.45%
2013 Actual	469,419	2.34%
2014 Actual	678,599	44.56%
2015 Actual	580,751	-14.42%
2016 Actual	589,692	1.54%
2017 Budget	635,967	7.85%
2017 Projected	642,599	1.04%
2018 Estimated	646,824	0.66%



# Transfer from General Fund

<b>General Ledger Code:</b> 47-00-4901-0000	<b><u>Legal Authority:</u></b> Municipal Code: Section 145.040 State Statute:
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## Revenue Description

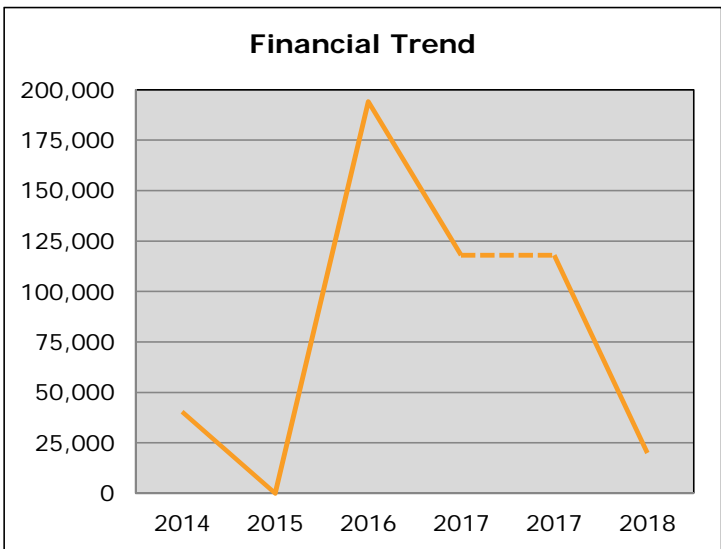
FY17 transfer were directed by the Council for the following projects:

\$ 92,000 Trail workout equipment  
\$ 18,000 Concession Stand Internet Connectivity w/ WIFI  
 \$110,000

FY18 transfer was directed by the Council for the following project:

\$20,000 Parks Maintenance Facility Improvements

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	250,000	NA
2009 Actual	0	-100.00%
2010 Actual	805	NA
2011 Actual	115,000	14178.80%
2012 Actual	0	-100.00%
2013 Actual	148,700	N/A
2014 Actual	40,459	-72.79%
2015 Actual	0	N/A
2016 Actual	194,000	N/A
2017 Budget	118,000	-39.18%
2017 Projected	118,000	0.00%
2018 Estimated	20,000	N/A



# PARKS GO BOND FUND

The City of Raymore Parks General Obligation Bond Fund (47.38), established in 2007, is used to fund those capital projects associated with the expansion, enhancement, and major maintenance of the City’s park system funded through the use of general obligation bond funds.

approve the issuance of \$6,750,000 for the purpose of acquiring, constructing, improving, renovating and equipping the park and recreation system within the City including, without limitation, Hawk Ridge Park amenities, including an amphitheater, spray water park/ice rink at T.B Hanna Station Park, replacing existing park house rental space at Recreation Park with an activity building with a gymnasium and recreation amenities and improving the Municipal Circle community meeting center (planned to be constructed in part using other City funds) with additional classroom space, meeting areas and outdoor gathering areas.

## REVENUES

Revenues are received through the issuance of voter approved bonds specifically designated for park improvements. In April 2016, the citizens voted to

## FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expenditures	Carryover	2018 Budget	Total Available
Recreation Park Activity Center	\$2,843,000	\$265,000	\$2,578,000	\$109,573	\$2,687,573
Hawk Ridge Park Additional Signage	\$85,000	0	\$85,000	0	\$85,000
Hawk Ridge Park Amphitheater, Parking & Restrooms	\$675,100	\$160,000	\$515,100	0	\$515,000
Hawk Ridge Park Parking & ADA Playground	\$700,000	0	\$700,000	0	\$700,000
T.B. Hanna Station Park Improvements	\$80,000	\$80,000	0	\$520,000	\$520,000
<b>Total</b>	<b>\$4,383,100</b>	<b>\$505,000</b>	<b>\$3,878,100</b>	<b>\$629,573</b>	<b>\$4,507,673</b>



### Recreation Park Activity Center

Cost (total): \$2,952,573

The Activity Center is a new recreational facility that includes a full size gymnasium that provides basketball and volleyball courts. The facility will include a lobby and check-in area, staff space, storage and a warming kitchen that can also be used as a concessions area. This facility will enhance the opportunity for recreational programming, tournaments and house the annual summer camp.

Due to an increase in construction pricing realized in FY17, this project has been provided additional funding for 2018 construction.

This project was identified and listed in the 2016 General Obligation Bond literature. The Activity Center will replace the current Park House facility that is in need of replacement. The Park House currently is used as a rental facility, storage for athletic and special event equipment and home to our summer camp. The summer camp program has also expanded to the point where the existing building facilities can not meet the needs of the current number of campers.

**Operating Cost:** Anticipated additional maintenance and operating costs of approximately \$20,000 per fiscal year. This building will provide the Parks & Recreation Department a new building to house the various camps throughout the year and add much-needed classroom space. This will also provide an opportunity for additional programming such as basketball, volleyball, etc. The new concept building design will provide a more eco-friendly environment and an overall attractiveness to the City's architecture, as well as make Recreation Park more inviting.



### Hawk Ridge Park Additional Signage

Cost (total): \$85,000

This project would involve the design and construction of signage throughout the park.

**Operating Cost:** No anticipated additional operational costs, however, installation of the signs improve safety and guidance of the park and trails system.



### Hawk Ridge Park Amphitheater, Parking & Restrooms

Cost (total): \$675,100

This project would involve the design and construction of an amphitheater, sloped lawn, lighted walkway, asphalt drive and parking lot as well as a restroom on the southeast side of the lake at Hawk Ridge Park.

The Hawk Ridge Park Amphitheater is a performance venue appropriate for small to medium performances or gatherings. It also creates a focal point from the pier across the lake. The south side of Hawk Ridge Park will offer parking and restroom facilities that connect with the trail and the Amphitheater.

**Operating Cost:** Estimated additional staffing, maintenance and utility costs of \$4,000 per fiscal year. This will provide a large entertainment and gathering space as well as add to the overall attractiveness of the park.





**All Inclusive Playground**  
 An all-inclusive playground is designed to create play environments that serve the physical, social, sensory, cognitive, and emotional needs of children of all abilities in a community.

**Infrastructure**  
 Asphalt Loop Drive, Parking and connection to restrooms and playground

**Picnic Shelter**  
 1 of 2 Shelters identified as the "West Shelters"



**Hawk Ridge Park Parking & ADA Playground**  
 Cost (total): \$700,000

This project would involve the construction of; an all-inclusive playground, an asphalt loop drive, parking and connection to restrooms and playground, and construction of a picnic shelter.

It represents a continued commitment to provide a full functioning park north of 58 Hwy to meet the needs of all residents. An all-inclusive playground is designed to create play environments that serve the physical, social, sensory, cognitive and emotional needs of children of all abilities in a community.

**Operating Cost:** Estimated increase in maintenance costs, including replacement and repair of safety surfacing and playground parts as needed, \$500 per fiscal year. This will provide an additional all-inclusive recreation/exercise amenity to the community and an overall attractiveness to the park.



**T.B. Hanna Station Park Improvements - Restrooms**  
 Cost (total): \$600,000

This project would involve construction of a restroom facility, railroad themed playground as well as a spray park that would be converted into a synthetic ice rink.

This project was identified and listed in the 2016 General Obligation Bond literature. These improvements will add amenities to the parks system as well as complete the Original Town park improvements.

**Operating Cost:** Estimated additional staffing, maintenance and utility costs of \$4,510 per fiscal year. This will provide additional family outdoor activity and an overall attractiveness to the parks system.



**Parks GO Bond Funds (47.38)**

	2014-15	2015-16	2016-17	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
	Actual	Actual	Budget	Projected	Adopted	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	-	-	3,481,000	3,706,818	876,279	251,525	253,412	256,579	259,787
<b>Revenue</b>									
2016 Bond Proceeds		5,336,131							
2017 Bond Proceeds - estimated			1,660,000	1,730,091					
Interest		12,895		35,584	4,820	1,886	3,168	3,207	3,247
<b>Total Revenue</b>	-	5,349,026	1,660,000	1,765,675	4,820	1,886	3,168	3,207	3,247
<b>Total Fund Bal &amp; Revenues</b>	-	5,349,026	5,141,000	5,472,493	881,099	253,412	256,579	259,787	263,034
<b>Expenditures</b>									
Debt Service		33,208							
Misc.				13,114					
<b>Capital Projects (Budgeted / reconciled)</b>									
Recreation Park Activity Center			2,843,000	2,843,000	109,573				
Hawk Ridge Park Additional Signage			85,000	85,000					
Hawk Ridge Park Amphitheater, Parking & Restrooms			675,100	675,100					
Hawk Ridge Park Parking & ADA Playground			700,000	700,000					
Municipal Center		1,500,000		200,000					
Recreation Park Parking Lot - completed		54,000							
Recreation Park Trail Rehabilitation - completed		55,000							
T.B. Hanna Station Park Improvements			80,000	80,000	520,000				
<b>Total Expenditures</b>	-	1,642,208	4,383,100	4,596,214	629,573	-	-	-	-
<b>Fund Balance (Gross)</b>	0	3,706,818	757,900	876,279	251,525	253,412	256,579	259,787	263,034
<i>Less: Restricted Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	-	3,706,818	757,900	876,279	251,525	253,412	256,579	259,787	263,034

# WATER CONNECTION FEE FUND

The City of Raymore Water Connection Fee Fund (52), established in 2002, is used to fund those capital projects associated with the expansion of the city’s water supply system as well as to take on enhancements to the existing system to support new development. To a limited degree, this fund may be used for major maintenance projects associated with the existing system. Projects have been identified in the City’s Water Master Plan.

## REVENUES

The Water Connection Fee Fund has as its primary source of revenue those fees which are charged for the connection of new water service for residential and commercial locations. A second source of revenue for this fund includes both revenue and general obligation bonds which may be approved and issued by the City of Raymore.

## FUND PROJECT HIGHLIGHTS

There are currently no active projects in this fund.

Project	Prior Budget	Total Expenditures	Carryover	2018 Budget	Total Available
		0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Water Connection Fee Fund (52)**

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Projected	2017-18 Adopted	2018-19 Projected	2019-20 Projected	2020-21 Projected	2021-22 Projected
<b>Fund Balance</b>									
Beginning of Year	182,925	487,161	811,578	914,105	1,136,379	1,546,681	1,787,988	2,042,916	2,309,627
<b>Revenue</b>									
Interest	3,977	4,100	5,548	4,652	4,652	11,600	22,350	30,644	57,741
Connection Fees-Residential	277,636	405,650	231,800	405,650	405,650	229,707	232,579	236,067	241,969
Connection Fees-Commercial	22,623	17,195							
Transfers In from Enterprise Fund									
<b>Total Revenue</b>	<b>304,236</b>	<b>426,945</b>	<b>237,348</b>	<b>410,302</b>	<b>410,302</b>	<b>241,307</b>	<b>254,928</b>	<b>266,711</b>	<b>299,710</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>487,161</b>	<b>914,105</b>	<b>1,048,926</b>	<b>1,324,407</b>	<b>1,546,681</b>	<b>1,787,988</b>	<b>2,042,916</b>	<b>2,309,627</b>	<b>2,609,337</b>
<b>Expenditures</b>									
<b>Capital Projects (Budgeted / reconciled)</b>									
Gore Road Water and Main Meter Station - complete			192,260	188,029					
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>192,260</b>	<b>188,029</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Gross)</b>	<b>487,161</b>	<b>914,105</b>	<b>856,666</b>	<b>1,136,379</b>	<b>1,546,681</b>	<b>1,787,988</b>	<b>2,042,916</b>	<b>2,309,627</b>	<b>2,609,337</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>487,161</b>	<b>914,105</b>	<b>856,666</b>	<b>1,136,379</b>	<b>1,546,681</b>	<b>1,787,988</b>	<b>2,042,916</b>	<b>2,309,627</b>	<b>2,609,337</b>

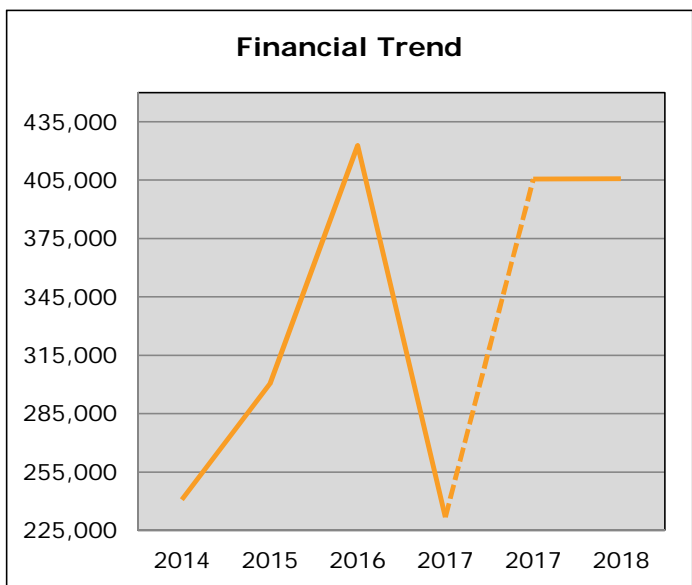
# Water Connection Fees

<p><b>General Ledger Code:</b> 52-00-4670-0000 52-00-4680-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 705.030-705.030 State Statute: n/a</p>
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## Revenue Description

The City of Raymore imposes a fee for new connections to the City's water system. This fee is payable prior to approval of a new water service connection. Funds collected are used for the purpose of offsetting actual costs incurred by the City in undertaking water facilities projects (including master planning, engineering, legal, administration, construction inspection, construction of facilities, land acquisition and testing) or for financing directly as a pledge against bonds, revenue certificates and other obligations of indebtedness, the costs of water facilities projects. The calculation of the connection fee is according to the City's Schedule of Fees, with a base of \$2,318 per connection. Total FY2018 revenue is based on 175 new permits.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	248,114	-43.45%
2009 Actual	87,922	-64.56%
2010 Actual	115,992	31.93%
2011 Actual	91,265	-21.32%
2012 Actual	149,284	63.57%
2013 Actual	237,784	59.28%
2014 Actual	240,852	1.29%
2015 Actual	300,259	24.67%
2016 Actual	422,845	40.83%
2017 Budget	231,800	-45.18%
2017 Projected	405,560	74.96%
2018 Estimated	405,650	0.02%





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# SEWER CONNECTION FEE FUND

The City of Raymore Sewer Connection Fee Fund (53), established in 2002, is used to fund those capital projects associated with the expansion of the city’s sanitary sewer system as well as to support enhancements to the existing system to support new development. To a limited degree, this fund may be used for major maintenance projects associated with the existing system. Projects have been identified in the City’s Sanitary Sewer Master Plan.

## REVENUES

The Sewer Connection Fee Fund has as its primary source of revenue those fees which are charged for the connection of new sewer service for residential and commercial locations. A second source of revenue for this fund includes both revenue and general obligation bonds which may be approved and issued by the City of Raymore.



### Lift Station Emergency Generators

Cost (total): \$94,500

This project involves the placement of emergency electrical generators at the Hunters Glen and Morningview lift stations.

Missouri Department of Natural Resources requirements regarding lift stations state that wastewater pumping stations be provided with emergency pumping capability by either connecting to two independent substations or by providing of portable or in place electrical generator. In emergency situations sufficient size/capacity generators are not readily available.

**Operating Cost:** Estimated additional utility costs of \$300 per fiscal year after installation.

## FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expenditures	Carryover	2018 Budget	Total Available
Lift Station Emergency Generators	0	0	0	\$94,500	\$94,500
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$ 94,500</b>	<b>\$ 94,500</b>

**Sewer Connection Fee Fund (53)**

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Projected	2017-18 Adopted	2018-19 Projected	2019-20 Projected	2020-21 Projected	2021-22 Projected
<b>Fund Balance</b>									
Beginning of Year	714,013	919,012	1,158,713	1,201,421	1,532,026	1,833,551	2,077,010	2,335,551	2,606,651
<b>Revenue</b>									
Interest	-		2,500	0	0	13,752	25,963	35,033	65,166
Connection Fees-Residential	179,139	280,028	226,300	396,025	396,025	229,707	232,579	236,067	241,969
Connection Fees-Commercial	25,860	2,381	0	7,927	0	0	0	0	0
<b>Total Revenue</b>	<b>204,999</b>	<b>282,409</b>	<b>228,800</b>	<b>403,952</b>	<b>396,025</b>	<b>243,459</b>	<b>258,541</b>	<b>271,101</b>	<b>307,135</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>919,012</b>	<b>1,201,421</b>	<b>1,387,513</b>	<b>1,605,373</b>	<b>1,928,051</b>	<b>2,077,010</b>	<b>2,335,551</b>	<b>2,606,651</b>	<b>2,913,786</b>
<b>Expenditures</b>									
<b>Capital Projects (Budgeted / reconciled)</b>									
Hwy 58 Emergency Repairs				73,347					
Lift Station Emergency Generators					94,500				
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>73,347</b>	<b>94,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Gross)</b>	<b>919,012</b>	<b>1,201,421</b>	<b>1,387,513</b>	<b>1,532,026</b>	<b>1,833,551</b>	<b>2,077,010</b>	<b>2,335,551</b>	<b>2,606,651</b>	<b>2,913,786</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>919,012</b>	<b>1,201,421</b>	<b>1,387,513</b>	<b>1,532,026</b>	<b>1,833,551</b>	<b>2,077,010</b>	<b>2,335,551</b>	<b>2,606,651</b>	<b>2,913,786</b>



# Sewer Connection Fees

<p><b>General Ledger Code:</b> 53-00-4650-0000 53-00-4651-0000</p>	<p><b><u>Legal Authority:</u></b> Municipal Code: Section 710.430 State Statute: n/a</p>
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## Revenue Description

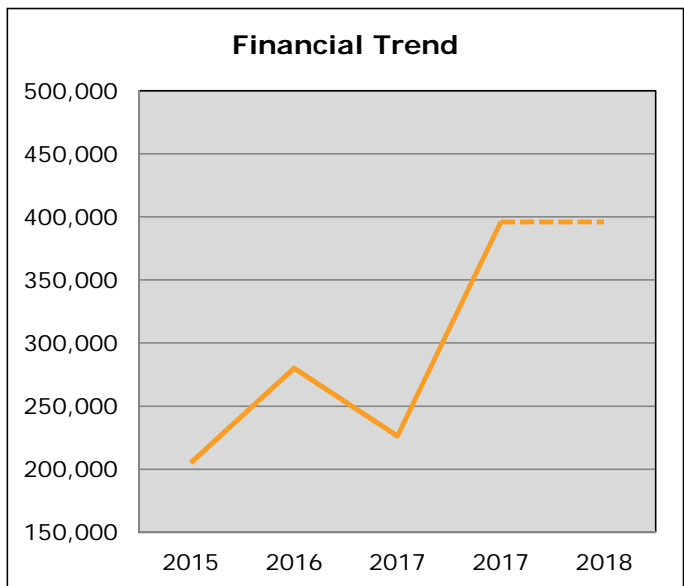
A sewer connection fee is imposed upon new connections to the City's sewer system. The sewer connection fees shall be charged as follows:

Residential (single-family and multiple-family) sewer connection fees are charged a sewer connection fee of \$47.00 for each trap, with a minimum charge of \$1,333.00. Multiple drains served by a single faucet shall be considered (1) trap. (Most residential have more than one trap).

Commercial and industrial sewer connection fees are charged a sewer connection fee of \$59.00 for each trap, with a minimum charge of \$2,263.00.

The Fiscal Year 2018 projected revenue is based on current housing permits and an estimated 175 taps.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	283,224	-32.00%
2009 Actual	90,963	-67.88%
2010 Actual	139,594	53.46%
2011 Actual	122,571	-12.19%
2012 Actual	148,078	20.81%
2013 Actual	215,424	45.48%
2014 Actual	160,870	-25.32%
2015 Actual	204,999	27.43%
2016 Actual	280,028	36.60%
2017 Budget	226,300	-19.19%
2017 Projected	396,025	75.00%
2018 Estimated	396,025	0.00%





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# ENTERPRISE CAPITAL MAINTENANCE FUND

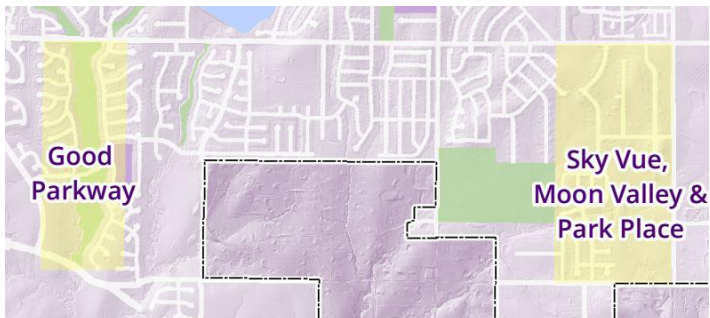
The City of Raymore Enterprise Capital Maintenance Fund (54), established in Fiscal Year 2010, is used to fund those capital projects associated with major capital maintenance to the City's existing water and sewer infrastructure.

## REVENUES

In Fiscal Year 2011, revenues associated with this fund were the direct results of transfers from the Enterprise Fund (50) for specific projects identified as necessary in the short term. Fiscal Year 2012 began the practice of transferring from the Enterprise Fund (50) in amount equivalent to 1% of the total value of the water and sewer infrastructure of the City. In 2015 the annual amount was reduced to help offset the cost of service for the Enterprise Fund. This amount will be slowly increased over the next five years to the full 1% contribution.

## FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expenditures	Carryover	2018 Budget	Total Available
Inflow and Infiltration Reduction	0	0	0	\$123,000	\$123,000
Sensus Meter System	0	0	0	\$150,000	\$150,000
Owen Good Force Main Condition Analysis	0	0	0	\$94,250	\$94,250
Owen Good Overflow Valve Replacement	0	0	0	\$30,000	\$30,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$397,250</b>	<b>\$397,250</b>



**Sanitary Sewer Inflow & Infiltration Reduction**  
Cost (total) \$123,000

This project involves relining of sewer mains, sealing of manholes and other actions to eliminate the infiltration of clean water entering the sanitary sewer system. In FY 2018, efforts will focus in the Good Ranch, Cedar Ridge and Brookside.

Clean water entering the sanitary sewer system results in increased costs due to the need to have larger pump stations and having pumps run more often than necessary, thereby increasing utility costs. In addition, the increased inflow/infiltration increases treatment costs for treatment by the Little Blue Valley Sewer District (LBVSD). The City has committed to LBVSD to make substantial efforts to reduce inflow and infiltration. The 2004 Sanitary Sewer Master Plan identified areas of significant inflow and infiltration throughout the city. This project will continue the City's longstanding annual program to alleviate inflow and infiltration in identified areas..

**Operating Cost:** Estimated additional annual savings of \$30,000. This maintains an overall systemize approach to maximize our maintenance dollars, as well as provide a clean safe sanitary system.

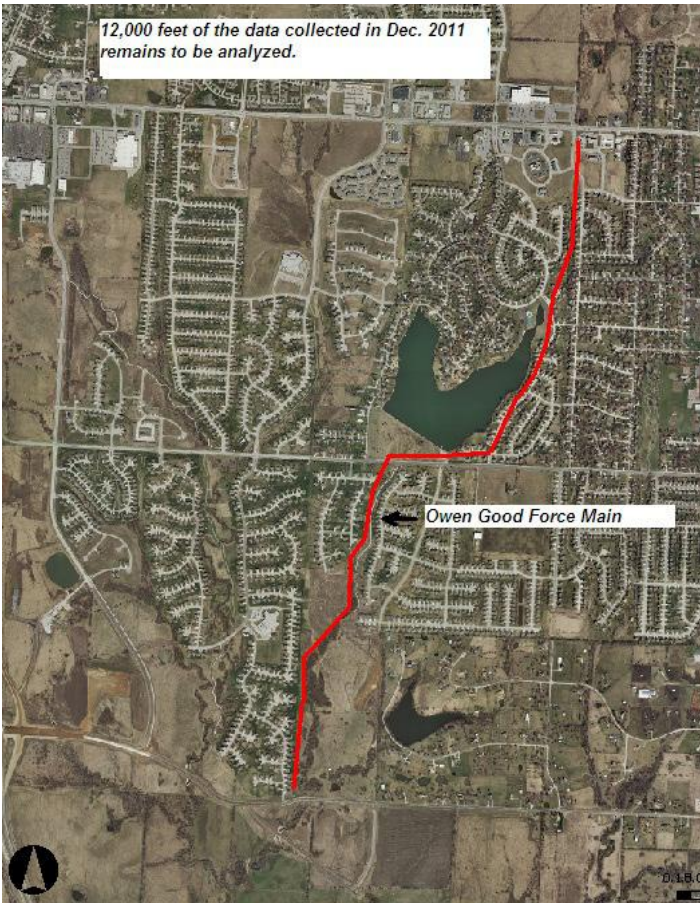


**Sensus Meter Reading System**  
Cost (total) \$150,000

This project will fund a multi-year program to convert our current residential water meters to Sensus meters, electronic reading transmitters and handheld reading equipment.

The current system is aging and in need of replacement. In 2004, the City made a decision to go with AMCO meters and reading system. Although this system has been a good system and will continue to be utilized during the transition, staff was not able to fully implement the conversion. There are still numerous touchpad and manual meters in the system.

**Operating Cost:** Anticipated reduction in routine maintenance after installation. The Sensus system will provide improved efficiency of the electronic reading and monitoring of the water and sewer usage.



**Owen Good Force Main Condition Analysis**

Cost (total) \$94,250

In FY 2012, a project was completed to obtain pipe condition data of the Owen Good Force Main from the Owen Good Lift Station to the discharge point at Sunset Lane and 58 Highway. This project would fund a consultant’s analysis of data for the segment adjacent of the Brookside neighborhood and the Lakeshore/ Town Center areas. There is approximately 8,500 feet of force main for final data.

In early 2017 a failure of the ductile iron pipe sewer occurred north of 58 Hwy due to corrosion of the pipe. In order to determine the integrity of the remaining pipe which makes up the Owen Good Discharge Pipeline it is necessary to have the data gathered in 2012 analyzed and a final report prepared. The report will identify any areas that are critical and need immediate attention and also allow the City to plan for any future repairs.

**Operating Cost:** No anticipated additional costs as this information will be used to support and create the annual inflow and infiltration projects.



**Owen Good Overflow Valve Replacement**

Cost (total) \$30,000

This project involves the replacement of the 24" control valve for the excess flow holding basins at the Owen Good pumping station.

This valve allows the basins to drain back to the station so the sewage can be pumped. The valve is approximately 25 years old and is seizing and difficult to operate. If this valve were to fail there is no other way to drain the basins creating overflow into the nearby creek.

**Operating Cost:** No anticipated additional costs.

**Enterprise Capital Maintenance Fund (54)**

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Projected	2017-18 Adopted	2018-19 Projected	2019-20 Projected	2020-21 Projected	2021-22 Projected
<b>Fund Balance</b>									
Beginning of Year	979,647	328,705	112,672	20,245	147,212	290,797	557,275	930,914	1,418,990
<b>Revenue</b>									
Interest	6,997	6,675	563	5,687	736	1,454	6,966	13,964	35,475
Transfers In from Enterprise Fund	234,144	234,144	364,146	364,146	540,099	541,099	645,899	756,570	767,520
Transfers In from General Fund	0								
<b>Total Revenue</b>	<b>241,141</b>	<b>240,819</b>	<b>364,709</b>	<b>369,833</b>	<b>540,835</b>	<b>542,553</b>	<b>652,865</b>	<b>770,534</b>	<b>802,995</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,220,788</b>	<b>569,524</b>	<b>477,382</b>	<b>390,078</b>	<b>688,047</b>	<b>833,350</b>	<b>1,210,140</b>	<b>1,701,447</b>	<b>2,221,984</b>
<b>Expenditures</b>									
<b>Capital Projects (Budgeted / reconciled)</b>									
Inflow and Infiltration Reduction - current and future			120,000	-	123,000	126,075	129,227	132,458	135,769
Inflow and Infiltration Reduction - prior year's projects	108,963	127,566							
Owen Good Force Main Odor Abatement - #164 & 183 - complete	(2,763)	(7,914)							
Sanitary Sewer and Manhole Repair - complete	(43,067)								
Owen Good Force Main Repair - complete	8,800								
Foxwood Water Tower Painting and Repair	400,000	138,940							
Eagle Glen Trail Reconstruction - complete	150								
S. Adams - Water Main Replacement - complete	150,000	(14,903)							
Johnston Dr. Water Main Replacement - complete	270,000	(5,775)							
Owen Good Service Pump Impeller Replacement - complete									
Owen Good Force Main Emergency Repairs		245,285		30,349					
Silvertop - Emergency Repair - complete		34,925							
Lift Station - Air & Surge Valve Repairs		31,155		2,517					
Silvertop Sewer Replacement			60,000	60,000					
Sensus Meter System			150,000	150,000	150,000	150,000	150,000	150,000	150,000
Owen Good Force Main Analysis					94,250				
Owen Good Overflow Valve Replacement					30,000				
<b>Total Expenditures</b>	<b>892,083</b>	<b>549,279</b>	<b>330,000</b>	<b>242,866</b>	<b>397,250</b>	<b>276,075</b>	<b>279,227</b>	<b>282,458</b>	<b>285,769</b>
<b>Fund Balance (Gross)</b>	<b>328,705</b>	<b>20,245</b>	<b>147,382</b>	<b>147,212</b>	<b>290,797</b>	<b>557,275</b>	<b>930,914</b>	<b>1,418,990</b>	<b>1,936,215</b>
<i>Less: Reserve Balance ()</i>	-		-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>328,705</b>	<b>20,245</b>	<b>147,382</b>	<b>147,212</b>	<b>290,797</b>	<b>557,275</b>	<b>930,914</b>	<b>1,418,990</b>	<b>1,936,215</b>



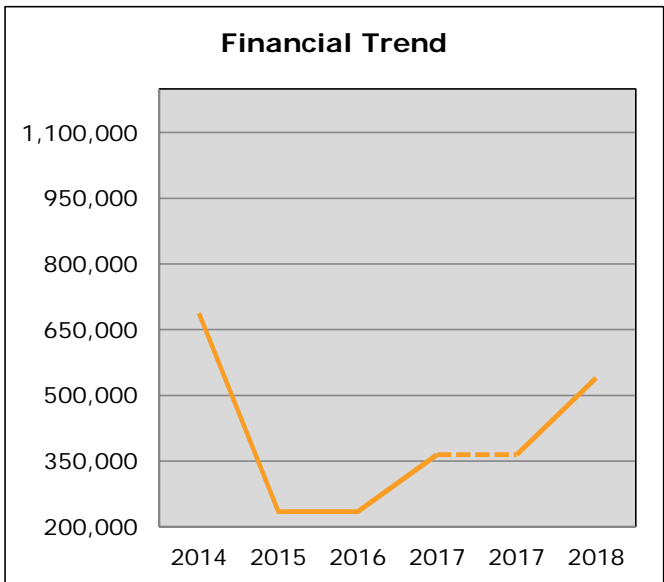
# Transfer from Enterprise Fund

<b>General Ledger Code:</b> 54-00-4950-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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## Revenue Description

Fiscal Year 2012 began the practice of transferring from the Enterprise Fund (50) an amount equivalent to 1% of the total value of the water and sewer infrastructure of the City. The fund has built up a sizable balance, therefore the transfer has been reduced until larger maintenance items are needed and allowing the funds to remain in the Enterprise Fund to address more immediate needs in that area. In 2015 the annual amount was reduced to help offset the cost of service for the Enterprise Fund. This amount will grow slowly over the next five years to the full 1% contribution.

Fiscal Year	Collection	Annual Percentage Change
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	1,154,055	N/A
2011 Actual	632,750	-45.17%
2012 Actual	680,267	7.51%
2013 Actual	680,267	0.00%
2014 Actual	687,709	1.09%
2015 Actual	234,144	-65.95%
2016 Actual	234,144	0.00%
2017 Budget	364,146	55.52%
2017 Projected	364,146	0.00%
2018 Estimated	540,099	48.32%

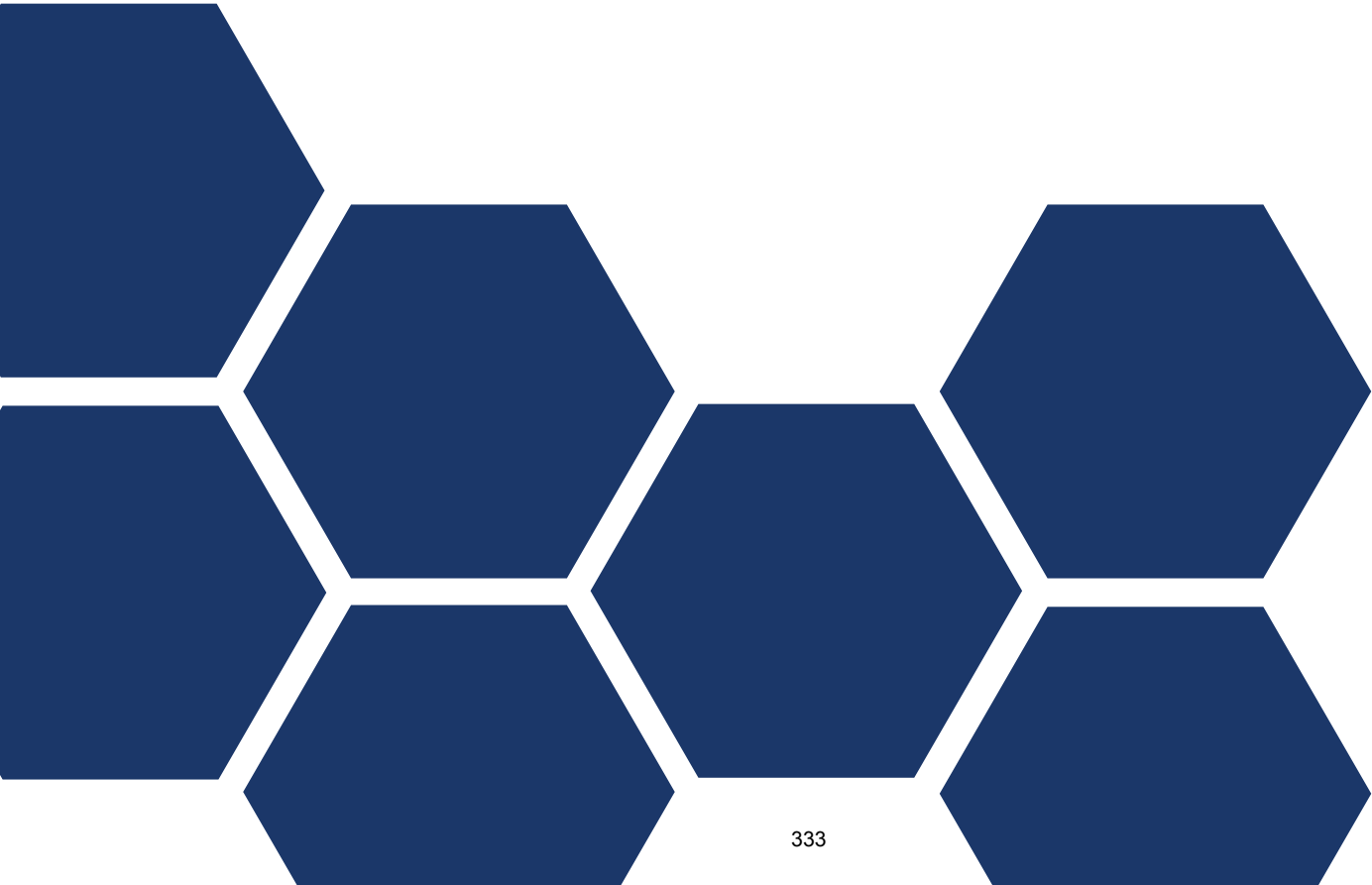




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# APPENDIX





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**COMBINED 4 YEAR - STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - CASH BASIS**

<b>BUDGET YEAR</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Budget</b>	<b>FY 2017-18 Adopted</b>
Property Taxes	3,570,316	3,655,732	3,747,938	4,008,967
Franchise Taxes	2,331,584	2,199,361	2,278,636	2,251,722
Sales Taxes	7,385,420	6,989,415	7,841,336	7,958,732
Intergovernmental	-	350,874	-	-
Fees and Permits	670,089	719,490	414,703	733,362
Licenses	125,228	132,117	133,014	142,680
Municipal Court	408,306	427,213	443,483	386,369
Program / Service Fees	6,273,199	7,378,756	7,196,962	7,743,287
Centerview				54,405
Penalties	132,270	158,734	158,732	161,784
Miscellaneous	519,338	596,738	489,930	464,007
Bond Proceeds & Interest	-	7,669,745		
2017 Bond Proceeds - estimated	-	-	2,750,000	-
Other Sources / Transfers	3,744,274	9,875,455	3,275,349	4,452,667
<b>Revenues</b>	<b>25,160,024</b>	<b>40,153,630</b>	<b>28,730,085</b>	<b>28,357,981</b>
Administration	953,202	1,185,116	1,276,609	1,003,942
Information Technology	403,255	437,337	477,777	473,750
Economic Development	210,921	163,940	216,857	224,235
Community Development	534,391	530,975	666,474	707,163
Engineering	393,022	381,304	408,955	419,021
Streets	1,054,660	1,019,806	863,658	913,920
Stormwater	251,047	254,774	298,684	289,053
Buildings and Grounds	282,274	273,391	303,716	311,021
Municipal Court	157,034	166,322	177,363	171,047
Finance	533,882	564,458	593,630	636,570
Communications				317,768
Prosecuting Attorney				20,140
Police	3,440,743	3,439,925	3,973,033	4,177,333
Emergency Management	112,686	113,874	133,804	129,581
Parks	593,141	628,451	663,180	685,062
Recreation	455,811	515,583	602,724	581,732
Centerview				54,405
Water & Sewer	4,517,152	4,817,101	5,204,595	5,370,533
Miscellaneous	4,301	-	950	7,000
Debt Service	2,666,758	4,854,168	3,277,971	3,622,927
Fees	1,466	59,859	7,000	3,000
911 Exp/Communications	35,096	27,519	6,051	-
Capital Outlay	118,275	592,583	158,436	457,422
Capital Projects	3,705,669	7,566,316	9,717,600	4,446,758
Capital Projects - GO Bond	-	-	-	-
Transfers Out	3,603,225	5,434,060	3,172,158	3,658,699
<b>Total Expenditures</b>	<b>24,028,010</b>	<b>33,026,862</b>	<b>32,201,225</b>	<b>28,682,082</b>
TTD Expenditures				-
<b>Net Changes in Fund Balance</b>	<b>1,132,014</b>	<b>7,126,768</b>	<b>(3,471,140)</b>	<b>(324,101)</b>
Percentage change in PY Revenue	0.34%	59.59%	14.19%	-1.30%
Percentage change in PY Expenditures	7.17%	37.45%	34.02%	-10.93%
Percentage change in PY change of Fund Balance	-49.85%	529.57%	-406.63%	-90.66%

**Notes:**

The executive summary discusses the changes in revenues for the operating funds. Although there is a proposed decrease this is due to the final issuance of a General Obligation Bond during FY17. The operating revenues however continued to increase primarily due to the standard practice of conservative budgeting

The executive summary discusses the changes in expenditures for the operating funds, however the overall decrease is primarily due to the reduction of capital projects associated the 2016 GO bond funds as the majority of the projects have all been budgeted. The operating expenditures continue to have a moderately increase as in the past primarily due to personnel changes proposed in the budget.

The greatest driving factor in the change in fund balance is from the capital funds. As stated before, the City approved and issued the sale of \$10.05 million in General Obligation bonds. The recognition of the debt service and capital projects were primarily budgeted within the Fiscal Years 15-16 and 16-17.

**COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - CASH BASIS**

<b>BUDGET YEAR 2017-18</b>	<b>General Fund</b>	<b>Parks Fund</b>	<b>Enterprise Fund</b>	<b>Debt Service Fund</b>	<b>Internal Service Fund</b>	<b>Capital Project Funds</b>	<b>Combined Total Presentation</b>
<b>Fund Balance CASH Beginning of the Year</b>	<b>3,214,754</b>	<b>511,986</b>	<b>1,944,477</b>	<b>1,879,165</b>	<b>1,486,978</b>	<b>6,547,333</b>	<b>15,584,692</b>
Property Taxes	1,417,823	376,201		2,214,943			4,008,967
Franchise Taxes	2,251,722						2,251,722
Sales Taxes	3,365,620	350,000				4,243,112	7,958,732
Intergovernmental					-		-
Fees and Permits	357,112					376,250	733,362
Licenses	142,680						142,680
Municipal Court	381,957				4,412		386,369
Program / Service Fees		441,575	6,500,037			801,675	7,743,287
Centerview		54,405					54,405
Penalties			152,924	8,860			161,784
Miscellaneous	353,455	5,305	28,945	4,756	10,638	60,908	464,007
2017 Bond Proceeds - estimated						-	-
Other Sources / Transfers	1,465,107	100,000	156,213	-	527,350	2,203,997	4,452,667
<b>Revenues</b>	<b>9,735,476</b>	<b>1,327,486</b>	<b>6,838,119</b>	<b>2,228,559</b>	<b>542,400</b>	<b>7,685,941</b>	<b>28,357,981</b>
Administration	1,003,942						1,003,942
Information Technology	473,750						473,750
Economic Development	224,235						224,235
Community Development	707,163						707,163
Engineering	419,021						419,021
Streets	913,920						913,920
Stormwater	289,053						289,053
Buildings and Grounds	311,021						311,021
Municipal Court	171,047						171,047
Finance	636,570						636,570
Communications	317,768						317,768
Prosecuting Attorney	20,140						20,140
Police	4,177,333				-		4,177,333
Emergency Management	129,581						129,581
Parks		685,062					685,062
Recreation		581,732					581,732
Centerview		54,405					54,405
Water & Sewer			5,370,533				5,370,533
Miscellaneous						7,000	7,000
Debt Service			156,213	2,423,783		1,042,931	3,622,927
Fees				3,000			3,000
911 Exp/Communications					-		-
Capital Outlay		75,000			382,422		457,422
Capital Projects	-		-			4,446,758	4,446,758
Transfers Out	882,220		1,448,507		150,000	1,177,972	3,658,699
<b>Total Expenditures</b>	<b>10,676,764</b>	<b>1,396,199</b>	<b>6,975,253</b>	<b>2,426,783</b>	<b>532,422</b>	<b>6,674,661</b>	<b>28,682,082</b>
TTD Expenditures							-
<b>Net Changes in Fund Balance</b>	<b>(941,288)</b>	<b>(68,713)</b>	<b>(137,135)</b>	<b>(198,224)</b>	<b>9,978</b>	<b>1,011,280</b>	<b>(324,101)</b>
<b>% of change</b>	<b>29%</b>	<b>13%</b>	<b>7%</b>	<b>11%</b>	<b>-1%</b>	<b>-15%</b>	<b>2%</b>
<i>Less: Restricted Balances</i>	-	-	-				-
<i>Less: Reserved Balance 20% of Exp</i>	(1,958,909)	(264,240)	(1,287,031)	-	-	-	(3,510,179)
<b>Available Fund Balance - End of Year</b>	<b>314,557</b>	<b>179,033</b>	<b>520,311</b>	<b>1,680,941</b>	<b>1,496,957</b>	<b>7,558,613</b>	<b>11,750,412</b>

**Notes:**

The General fund reduction in fund balance is driven by the City Council for fund additional expansion items and capital projects. The most significant item is the \$600,000 set aside funds to assist with the 2016 general obligation capital projects still in the planning phases. More detailed information can be found in the city manager's post-adoption budget message on page 33.

The Park Fund reduction in fund balance is primarily driven by the \$75,000 funds set aside for a future park master plan.

The Enterprise Fund reduction in fund balance is primarily driven by the city council's desire to keep the water and sewer rates to the customer at a break-even cost using surplus revenue from the prior years to offset current year costs.

The Debt Service Fund reduction in fund balance is driven by the additional debt payments associated with the issuance of the Series 2016 & 2017 for the combined sale of \$10.05M in general obligation bonds.

The greatest driving factor in the change in fund balance is from the capital funds. As stated before, the City approved and issued the sale of \$10.05 million in General Obligation bonds. The recognition of the debt service and capital projects were primarily budgeted within the Fiscal Years 15-16 and 16-17.

Capital Funds Combined Statement of Changes in Fund Balance (cash basis)

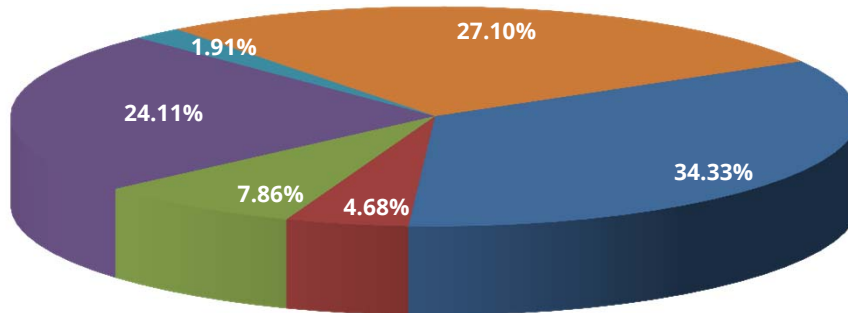
	05 - BERP Fund	27-Park Fee in Lieu	36-Transportation Fund	36.38-GO Transportation Fund	37-Excise Tax Fund	45-Capital Improvement Fund	46-Stormwater Sales Tax	47-Parks Sales Tax	47.38-GO Parks	52-Water Connection Fees	53-Sewer Connection Fees	54-Ent. Capital Maintenance	Total Combined
<b>Fund Balance - Beginning of Year</b>	<b>1,472,457</b>	<b>22,802</b>	<b>308,569</b>	<b>426,345</b>	<b>160,359</b>	<b>181,617</b>	<b>124,514</b>	<b>158,773</b>	<b>876,279</b>	<b>1,136,379</b>	<b>1,532,026</b>	<b>147,212</b>	<b>6,547,333</b>
<b>Revenues</b>													
Sales Taxes													
1/2 cent Capital Improvement						1,293,649							1,293,649
Sales Tax (40% of 1/2 cent) *							517,459	517,459					1,034,919
Additional - Council Determined							129,365	129,365					258,730
Transportation Sales Tax			1,293,649										1,293,649
Cass R&B Sales Tax			204,369										204,369
Cass R&B Property Tax			157,797										157,797
Fees and Permits													
Park Fee in Lieu		29,400											29,400
Single Family					346,850								346,850
Tap Fees -Residential										405,650			405,650
Interest	7,362	171	4,565	2,132	802	999	422	1,971	4,820	4,652	-	736	28,631
Refunds & Reimbursements						32,000	277						32,277
Resident Contribution						2,863							2,863
Connection Fees-Residential											396,025		396,025
Other Sources / Transfers	100,000		150,000		791,035	600,000	-	20,000				540,099	2,201,134
<b>Total Revenues</b>	<b>107,362</b>	<b>29,571</b>	<b>1,810,379</b>	<b>2,132</b>	<b>1,138,687</b>	<b>1,929,510</b>	<b>647,523</b>	<b>668,795</b>	<b>4,820</b>	<b>410,302</b>	<b>396,025</b>	<b>540,835</b>	<b>7,685,941</b>
<b>Expenditures</b>													
Debt Service						1,021,075	21,856	-					1,042,931
Misc						500	-	-					500
<b>Transfers out</b>													
General Fund Transfer			320,000			6,000	273,937						599,937
Misc Stream Clean ups							1,500						1,500
T.R.U.E. (Teaching Rivers in an Urban Environment) Blue Education Program							5,000						5,000
Park Sales Tax Transfer								362,000					362,000
Excise Tax Transfer			91,035										91,035
BERP Transfer						100,000							100,000
Restricted Revenue Fund Transfer			25,000										25,000
<b>Capital Projects Budgeted</b>													
City Hall LED Lighting Upgrades	13,250												13,250
Public Works LED Lighting Upgrades	10,500												10,500
Executive Conference Room Chairs	6,000												6,000
Public Works Facility Roof Repair	167,500												167,500
City Hall Front Entry Repair	182,000												182,000
City Hall Lobby Modifications	40,000												40,000
Police Squad Room Renovation	55,000												55,000
Annual Curb Replacement			400,000										400,000
Annual Street Preservation			800,000										800,000
Annual Sidewalk Program			117,000										117,000
Hubach Hill Road Street Light			8,000										8,000
Johhnston Drive Street Light			8,000										8,000
Lucy Webb Roundabout Additional Lighting			12,000										12,000
Maintenance of Thoroughfare Routes					125,000								125,000
Police Firing Range						(6,000)							(6,000)
Street Light Installation						15,000							15,000
Concession Stand Internet Connectivity w/ WIFI						15,500							15,500
GO Project Support						600,000							600,000
Annual Curb Replacement							100,000						100,000
Permeable Pavers Crosswalks			62,220				114,465						176,685
N Washington St. Culvert Replacement							33,000						33,000
Storm Culvert Replacement							28,000						28,000
Recreation Park Pedestrian Bridge Replacements								55,000					55,000
Recreation Park Picnic Pavilion								210,000					210,000
Recreation Pond Rehabilitation								10,000					10,000
Concession Stand Internet Connectivity w/ WIFI								18,000					18,000
Pedestrian Safety Enhancements								100,000					100,000
Park Restroom Enhancements								6,000					6,000
Parks Maintenance Facility Improvements								20,000					20,000
Recreation Park Activity Center									109,573				109,573
T.B. Hanna Station Parking Improvements									520,000				520,000
Lift Station Emergency Generators										94,500			94,500
Inflow and Infiltration Reduction												123,000	123,000
Sensus Meter System												150,000	150,000
Owen Good Force Main Analysis												94,250	94,250
Owen Good Overflow Valve Replacement												30,000	30,000
<b>Total Expenditures</b>	<b>474,250</b>	<b>-</b>	<b>1,843,255</b>	<b>-</b>	<b>125,000</b>	<b>1,752,075</b>	<b>577,758</b>	<b>781,000</b>	<b>629,573</b>	<b>-</b>	<b>94,500</b>	<b>397,250</b>	<b>6,674,661</b>
<b>Net Changes in Fund Balance</b>	<b>(366,888)</b>	<b>29,571</b>	<b>(32,876)</b>	<b>2,132</b>	<b>1,013,687</b>	<b>177,435</b>	<b>69,765</b>	<b>(112,205)</b>	<b>(624,754)</b>	<b>410,302</b>	<b>301,525</b>	<b>143,585</b>	<b>1,011,280</b>
<b>Available Fund Balance End of Year</b>	<b>1,105,569</b>	<b>52,373</b>	<b>275,693</b>	<b>428,477</b>	<b>1,174,046</b>	<b>359,052</b>	<b>194,279</b>	<b>46,568</b>	<b>251,525</b>	<b>1,546,681</b>	<b>1,833,551</b>	<b>290,797</b>	<b>7,558,613</b>

# Combined Revenues by Fund

(Includes interfund transfers and interfund billings)

Summary		
	<u>Budget</u>	<u>% of Budget</u>
<b>General Fund</b>	\$ 9,735,476	34.33%
<b>Parks &amp; Recreation</b>	1,327,486	4.68%
<b>Debt Service</b>	2,228,559	7.86%
<b>Enterprise</b>	6,838,119	24.11%
<b>Internal Service Funds - combined</b>	542,400	1.91%
<b>Capital Funds - combined</b>	7,685,941	27.10%
<b>Total Combined Revenues</b>	<b>\$ 28,357,981</b>	<b>100.00%</b>

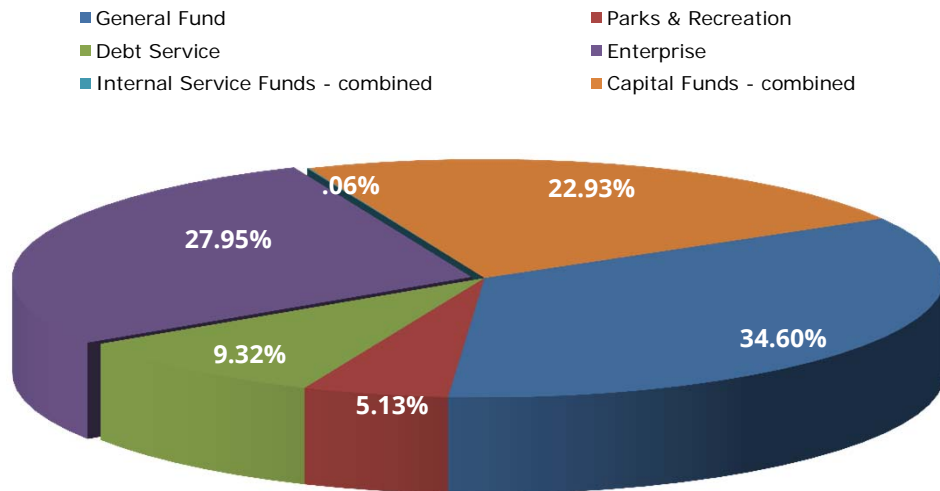
- General Fund
- Parks & Recreation
- Debt Service
- Enterprise
- Internal Service Funds - combined
- Capital Funds - combined



# Combined Revenues by Fund

*(Does not include interfund transfers and interfund billings)*

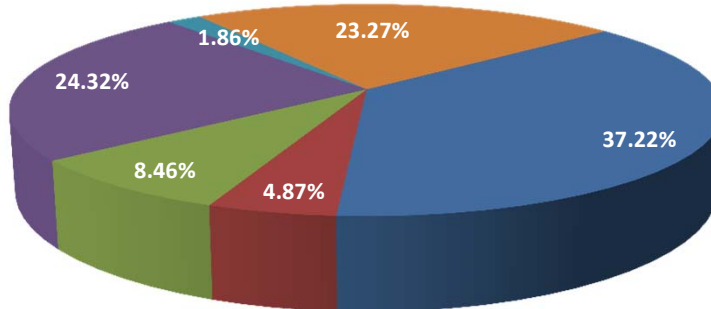
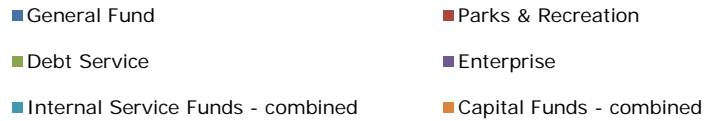
Summary			
		<u>Budget</u>	<u>% of Budget</u>
<b>General Fund</b>	\$	8,270,369	34.60%
<b>Parks &amp; Recreation</b>		1,227,486	5.13%
<b>Debt Service</b>		2,228,559	9.32%
<b>Enterprise</b>		6,681,906	27.95%
<b>Internal Service Funds - combined</b>		15,050	0.06%
<b>Capital Funds - combined</b>		5,481,944	22.93%
<b>Total Combined Revenues</b>	\$	<b>23,905,315</b>	<b>100.00%</b>



# Combined Expenditures by Fund

(Includes interfund transfers and interfund billings)

Summary		
	<u>Budget</u>	<u>% of Budget</u>
<b>General Fund</b>	\$ 10,676,764	37.22%
<b>Parks &amp; Recreation</b>	1,396,199	4.87%
<b>Debt Service</b>	2,426,783	8.46%
<b>Enterprise</b>	6,975,253	24.32%
<b>Internal Service Funds - combined</b>	532,422	1.86%
<b>Capital Funds - combined</b>	6,674,661	23.27%
<b>Total Combined Expenditures</b>	<b>\$ 28,682,082</b>	<b>100.00%</b>



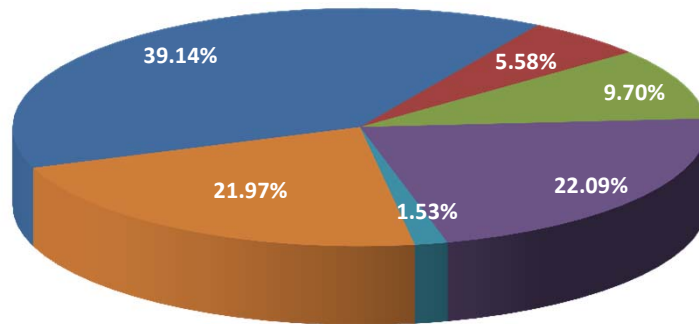


# Combined Expenditures by Fund

(Does not include interfund transfers and interfund billings)

Summary		
	<u>Budget</u>	<u>% of Budget</u>
<b>General Fund</b>	\$ 9,794,544	39.14%
<b>Parks &amp; Recreation</b>	1,396,199	5.58%
<b>Debt Service</b>	2,426,783	9.70%
<b>Enterprise</b>	5,526,746	22.09%
<b>Internal Service Funds - combined</b>	382,422	1.53%
<b>Capital Funds - combined</b>	5,496,689	21.97%
<b>Total Combined Expenditures</b>	<b>\$ 25,023,383</b>	<b>100.00%</b>

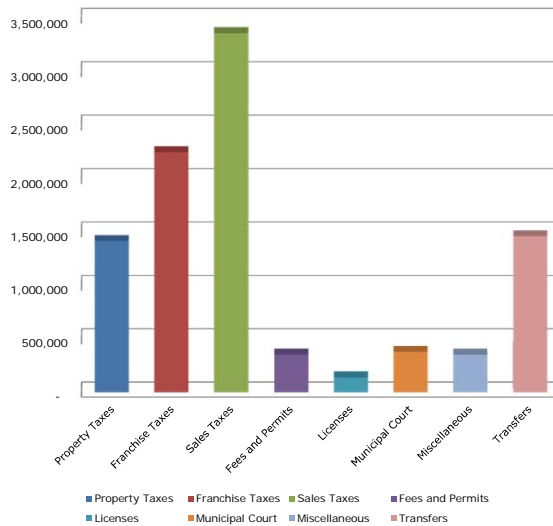
- General Fund
- Parks & Recreation
- Debt Service
- Enterprise
- Internal Service Funds - combined
- Capital Funds - combined



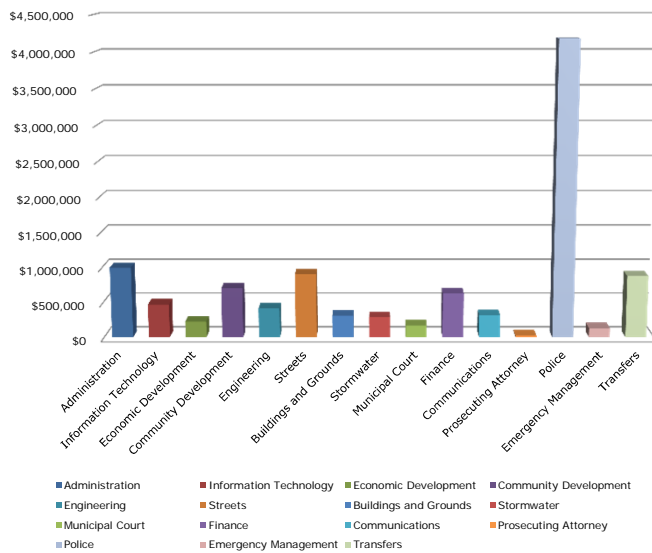
# General Fund Budget Comparison

Revenue Budget Comparison			
	2017	2018	% +/-
Property Taxes	\$1,344,506	1,417,823	5.5%
Franchise Taxes	\$2,278,636	2,251,722	-1.2%
Sales Taxes	\$3,299,659	3,365,620	2.0%
Fees and Permits	\$212,109	357,112	68.4%
Licenses	\$133,014	142,680	7.3%
Municipal Court	\$438,030	381,957	-12.8%
Miscellaneous	\$377,999	353,455	-6.5%
Transfers	\$1,456,704	1,465,107	0.6%
<b>Total</b>	<b>\$9,540,657</b>	<b>9,735,476</b>	<b>2.0%</b>

2018 General Fund Revenue By Category



2018 General Fund Expense By Category



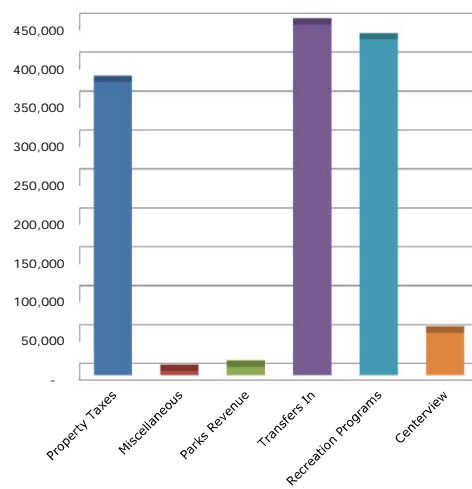
Expense Budget Comparison

	2017	2018	% +/-
Administration	\$1,276,609	\$1,003,942	-21.4%
Information Technology	\$477,777	\$473,750	-0.8%
Economic Development	\$216,857	\$224,235	3.4%
Community Development	\$666,474	\$707,163	6.1%
Engineering	\$408,955	\$419,021	2.5%
Streets	\$863,658	\$913,920	5.8%
Buildings and Grounds	\$303,716	\$311,021	2.4%
Stormwater	\$298,684	\$289,053	-3.2%
Municipal Court	\$177,363	\$171,047	-3.6%
Finance	\$593,630	\$636,570	7.2%
Communications	\$0	\$317,768	NA
Prosecuting Attorney	\$0	\$20,140	NA
Police	\$3,961,633	\$4,177,333	5.4%
Emergency Management	\$133,804	\$129,581	-3.2%
Transfers	\$529,500	\$882,220	66.6%
<b>Total</b>	<b>\$9,908,660</b>	<b>\$10,676,764</b>	<b>7.8%</b>

# Park Fund Budget Comparison

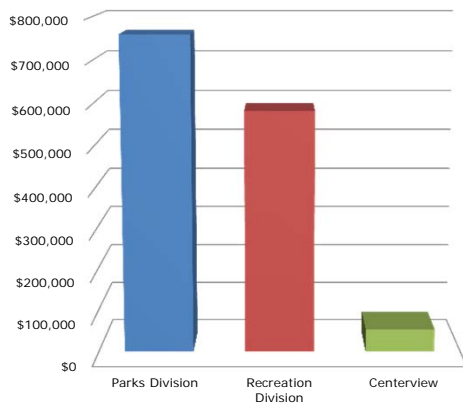
Revenue Budget Comparison			
	2017	2018	% +/-
Property Taxes	\$359,378	376,201	4.7%
Miscellaneous	\$12,596	5,305	-57.9%
Parks Revenue	\$28,500	10,550	-63.0%
Transfers In	\$475,000	450,000	-5.3%
Recreation Programs	\$395,430	431,025	9.0%
Centerview	\$0	54,405	NA
<b>Total</b>	<b>\$1,270,904</b>	<b>1,327,486</b>	<b>4.5%</b>

2018 Park Fund Revenue By Category



■ Property Taxes ■ Miscellaneous ■ Parks Revenue ■ Transfers In ■ Recreation Programs ■ Centerview

2018 Park Fund Expense By Category



■ Parks Division ■ Recreation Division ■ Centerview

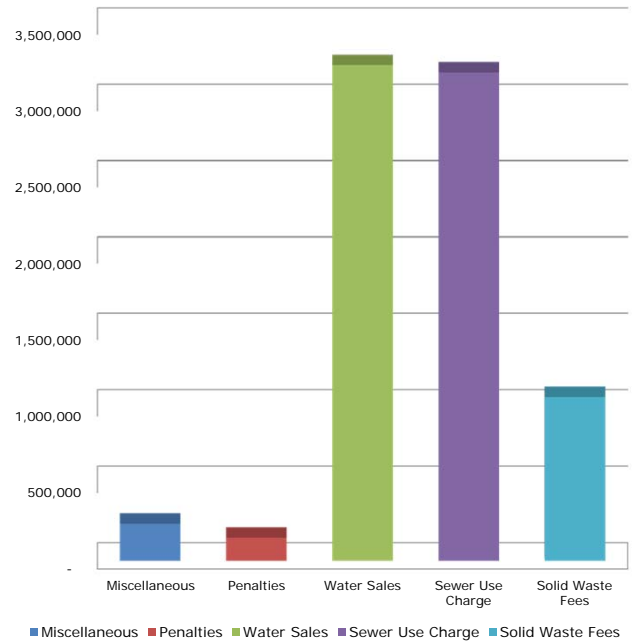
Expense Budget Comparison			
	2017	2018	% +/-
Parks Division	\$668,180	\$760,062	13.8%
Recreation Division	\$602,724	\$581,732	-3.5%
Centerview	\$0	\$54,405	NA
<b>Total</b>	<b>\$1,270,904</b>	<b>\$1,396,199</b>	<b>9.9%</b>

# Enterprise Fund Budget Comparison

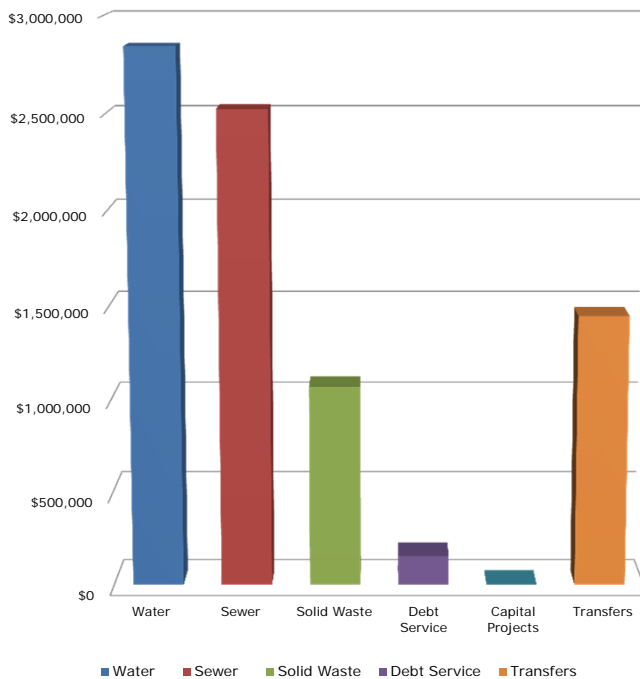
## Revenue Budget Comparison

	2017	2018	% +/-
Miscellaneous	\$217,686	243,457	11.8%
Penalties	\$144,424	152,924	5.9%
Water Sales	\$3,394,536	3,245,381	-4.4%
Sewer Use Charge	\$2,881,498	3,196,357	10.9%
Solid Waste Fees	\$980,000	1,072,109	9.4%
<b>Total</b>	<b>\$7,618,144</b>	<b>7,910,227</b>	<b>3.8%</b>

## 2018 Enterprise Fund Revenue By Category



## 2018 Enterprise Fund Expense By Category



## Expense Budget Comparison

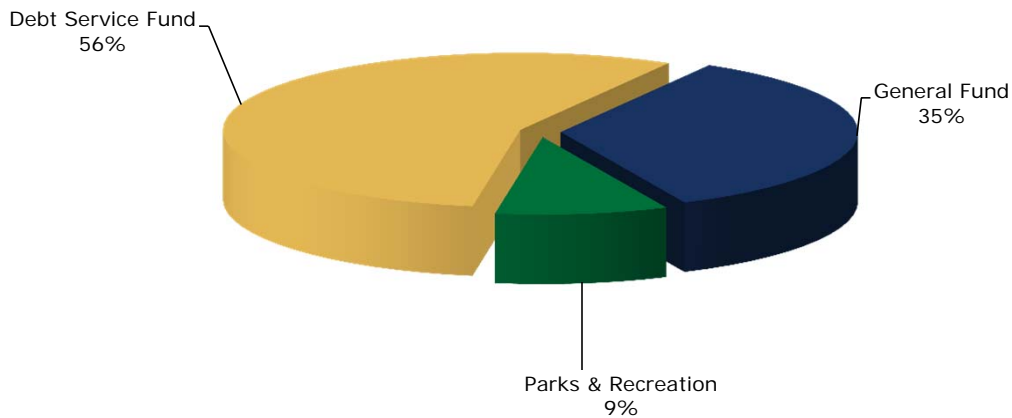
	2017	2018	% +/-
Water	\$2,794,590	\$2,845,220	1.8%
Sewer	\$2,410,005	\$2,525,313	4.8%
Solid Waste	\$980,000	\$1,072,109	9.4%
Debt Service	\$153,525	\$156,213	0.0%
Capital Projects	\$0	\$0	0.0%
Transfers	\$1,334,508	\$1,448,507	8.5%
<b>Total</b>	<b>\$7,672,628</b>	<b>\$8,047,362</b>	<b>4.9%</b>

# City of Raymore

## Property Tax Levy Distribution

<b>General Fund</b>	\$ 0.4480
<b>Parks &amp; Recreation</b>	\$ 0.1206
<b>Debt Service Fund</b>	<u>\$ 0.7170</u>
<b>Total Tax Levy</b>	<u><b>\$ 1.2856</b></u>

## Tax Levy Distribution



Assessed property values are determined by taking the market value, as determined by the County Assessor, times the assessment ratio. Assessment ratios are: commercial at 32%, residential at 19% and agricultural at 12%. Tax is paid on each \$100 of assessed value. Property values are re-assessed biennially by the County Assessor and the County Collector receives and distributes the taxes to the various taxing authorities.

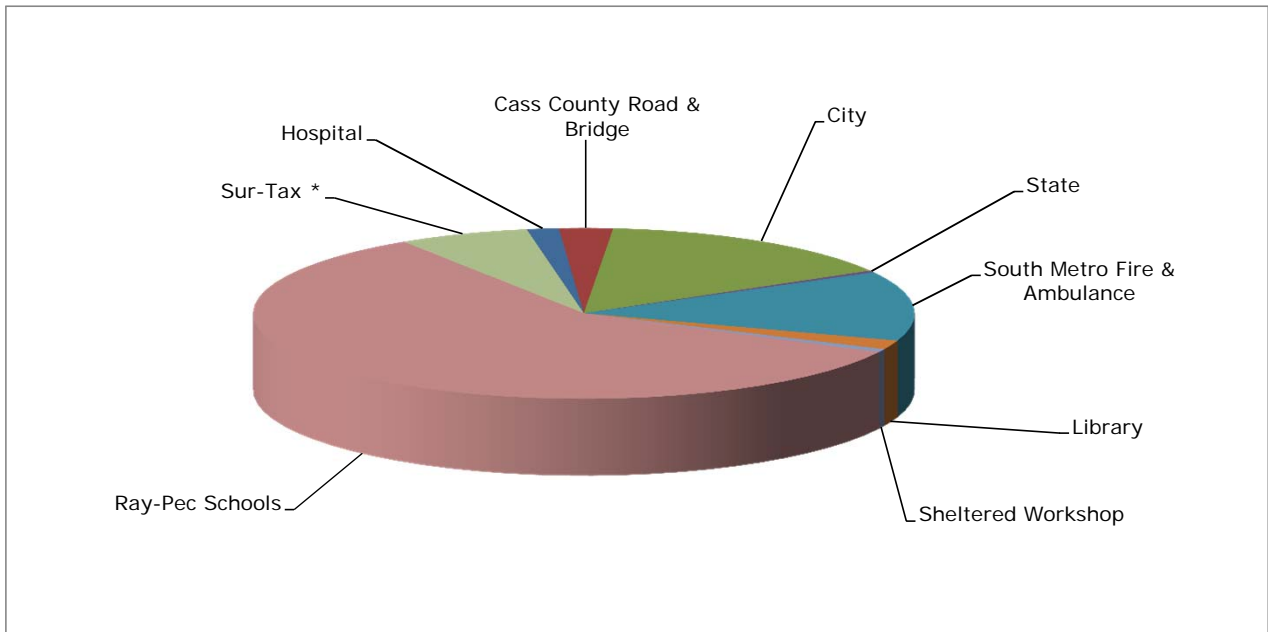
## Property Tax Levy - Raymore

FY 2017-18

Levies	Rate	% of Total
Hospital	0.1318	1.57%
Cass County Road & Bridge	0.2220	2.64%
City	1.2856	15.26%
State	0.0300	0.36%
South Metro Fire & Ambulance	1.1075	13.15%
Library	0.1454	1.73%
Sheltered Workshop	0.0484	0.58%
Ray-Pec Schools	4.9122	58.32%
Sur-Tax *	0.5400	6.41%
	<b>8.4229</b>	<b>100.00%</b>

**Total Tax Levy for Raymore Residential**      **7.8829** per \$100 of assessed value

**Total Tax Levy for Raymore Commercial \***      **8.4229** per \$100 of assessed value

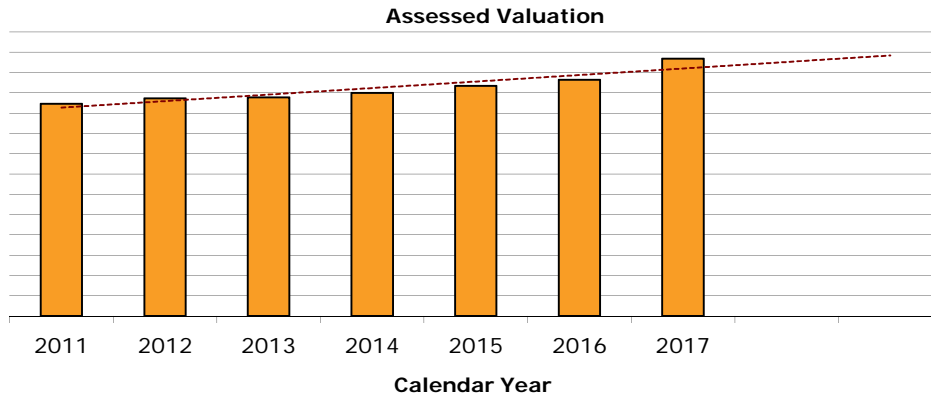


\* Sur-Tax is applied to commercially accessed real estate, then it is redistributed to all the taxing entities entitled to receive, only those in place in 1984.

Also note the above listed property taxes do not include any Community Improvement Districts located within the City.

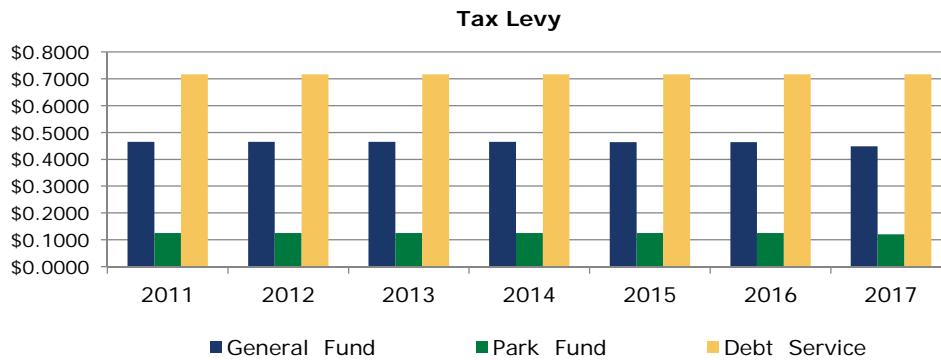
## History of Property Valuation and City Tax Levy

Tax Year	Assessed Valuation	Change from Prior Year
2011	\$261,447,248	0.34%
2012	\$268,321,175	2.63%
2013	\$269,391,874	0.40%
2014	\$274,918,628	2.05%
2015	\$283,422,039	3.09%
2016	\$290,902,454	2.64%
2017	\$316,915,279	8.94%



Tax Year	General Fund	Park Fund	Debt Service	Total Levy
2011	\$0.4647	\$0.1251	\$0.7170	\$1.3068
2012	\$0.4647	\$0.1251	\$0.7170	\$1.3068
2013	\$0.4647	\$0.1251	\$0.7170	\$1.3068
2014	\$0.4647	\$0.1251	\$0.7170	\$1.3068
2015	\$0.4638	\$0.1249	\$0.7170	\$1.3068
2016	\$0.4638	\$0.1249	\$0.7170	\$1.3057
2017	\$0.4480	\$0.1206	\$0.7170	\$1.2856

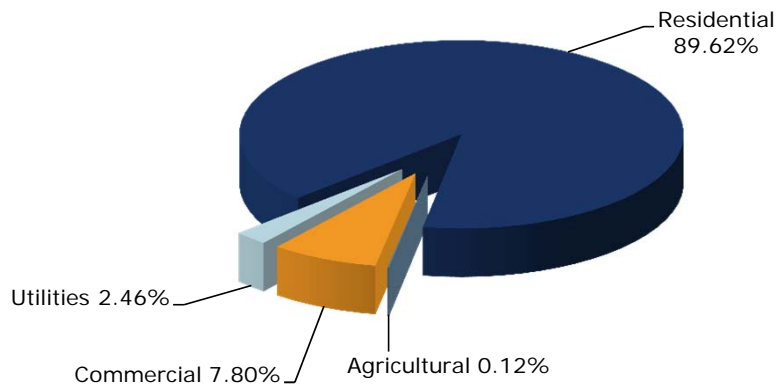
Avg % of total Levy	34.85%	9.38%	55.77%
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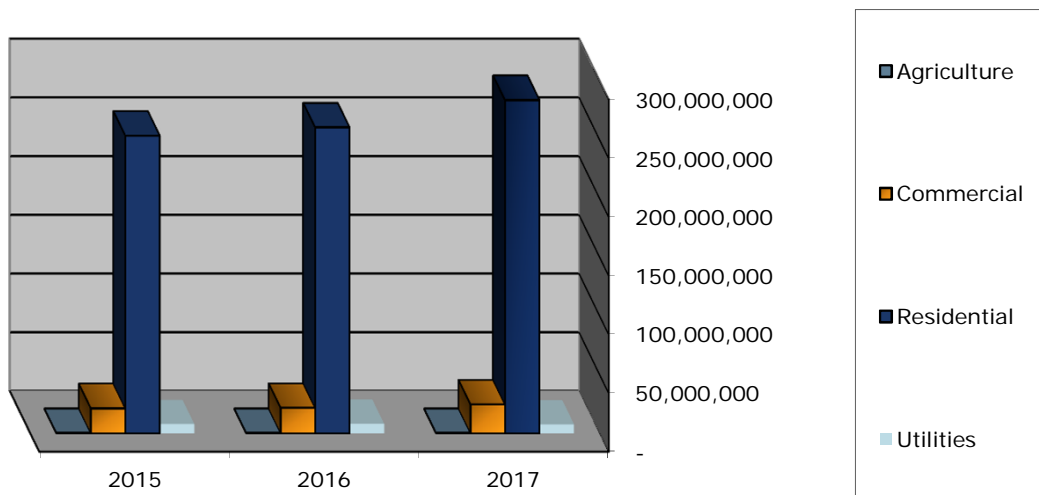
## Property Tax Assessed Valuations By Classification

	2015	2016	2017
Agricultural	367,590	366,070	365,110
Commercial	21,432,690	21,789,220	24,706,570
Utilities	7,969,364	8,126,328	7,809,274
Residential	253,652,395	260,620,836	283,934,315
	283,422,039	290,902,454	316,815,269

### 2017 Assessed Valuations Breakdown



### Three-Year Comparison

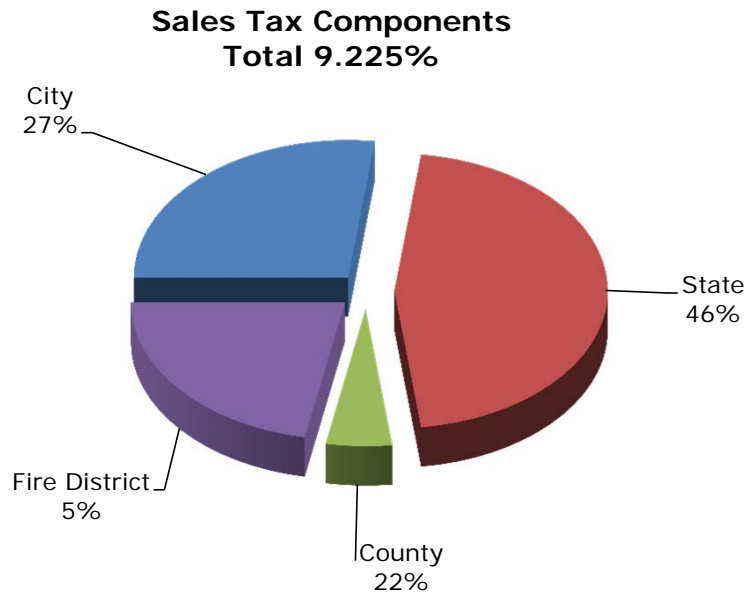




# Sales Tax Breakdown

## City of Raymore 2017-18

<b>City</b>	Sales	1.000
	Transportation	0.500
	Capt. Improvement	0.500
	Park/Stormwater	<u>0.500</u>
	<b>Total City</b>	<b><u>2.500</u></b>
<b>State</b>	Sales	3.000
	Conservation	0.125
	Education	1.000
	Parks & Soils	<u>0.100</u>
	<b>Total State</b>	<b><u>4.225</u></b>
<b>County</b>	Sales	0.500
	Road & Bridge	0.250
	Law Enforcement	0.500
	Justice Center	0.250
	911 Tax	<u>0.500</u>
	<b>Total County</b>	<b><u>2.000</u></b>
<b>Fire District</b>	South Metro Fire	<u>0.500</u>
	<b>Total Fire District</b>	<b><u>0.500</u></b>

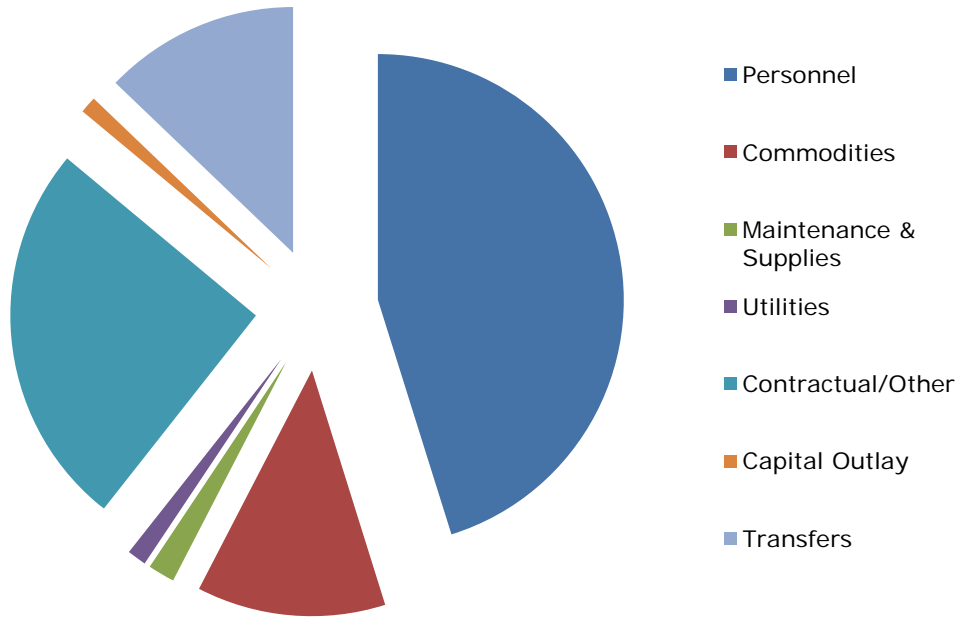


# Combined Expenditures

## Operational Funds by Function

### Summary

	Budget	% of Budget
<b>Personnel</b>	\$ 9,087,638	45.17%
<b>Commodities</b>	2,501,069	12.43%
<b>Maintenance &amp; Supplies</b>	\$ 355,077	1.76%
<b>Utilities</b>	255,552	1.27%
<b>Contractual/Other</b>	\$ 5,112,529	25.41%
<b>Capital Outlay</b>	221,350	1.10%
<b>Transfers</b>	\$ 2,587,110	12.86%
<b>Total Combined Expenditures</b>	<b>\$ 20,120,325</b>	<b>100.00%</b>

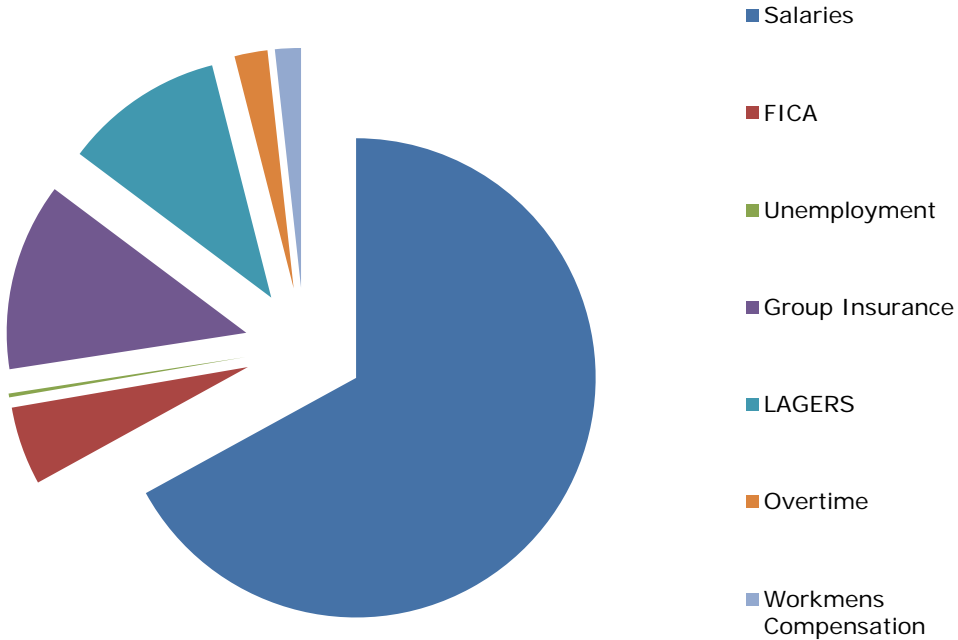


# Personnel Expenditures

## Operational Funds by Type

### Summary

	Budget	% of Budget
<b>Salaries</b>	\$ 6,089,462	67.01%
<b>FICA</b>	480,263	5.28%
<b>Unemployment</b>	\$ 24,826	0.27%
<b>Group Insurance</b>	1,151,685	12.67%
<b>LAGERS</b>	\$ 980,213	10.79%
<b>Overtime</b>	201,445	2.22%
<b>Workmens Compensation</b>	\$ 159,743	1.76%
<b>Total Combined Expenditures</b>	<b>\$ 9,087,638</b>	<b>100.00%</b>



# Position Control Roster

By Department and Fund	2015-16 Actual	2016-17 Actual	2017-18 Adopted	Variance FY18 vs FY17
Administration <sup>1</sup>	8.00	6.00	6.00	-
Information Technology	2.00	2.00	2.00	-
Economic Development	1.00	1.00	1.00	-
Community Development <sup>2</sup>	6.00	7.00	7.00	-
Engineering	3.97	3.97	3.97	-
Streets <sup>3</sup>	3.46	3.46	3.61	0.15
Stormwater <sup>3</sup>	3.25	3.25	3.40	0.15
Buildings and Grounds	2.15	2.15	2.15	-
Court <sup>4</sup>	1.725	2.10	2.10	-
Finance	5.00	5.00	5.00	-
Communications <sup>1</sup>	-	2.00	2.00	-
Prosecuting Attorney	-	-	-	-
Police <sup>5</sup>	43.30	43.50	43.50	-
Emergency Management <sup>5</sup>	1.20	1.00	1.00	-
Total All Positions				
<b>General Fund</b>	<b>81.055</b>	<b>82.43</b>	<b>82.73</b>	<b>0.30</b>
Parks	5.82	5.82	5.82	-
Recreation	3.68	3.68	3.68	-
Total All Positions				
<b>Park Fund **</b>	<b>9.500</b>	<b>9.50</b>	<b>9.50</b>	<b>-</b>
Water <sup>3</sup>	6.09	6.09	6.44	0.35
Sewer <sup>3</sup>	6.09	6.09	6.44	0.35
Total All Positions				
<b>Enterprise Fund</b>	<b>12.180</b>	<b>12.18</b>	<b>12.88</b>	<b>0.70</b>
<b>Total All Positions</b>	<b>102.735</b>	<b>104.11</b>	<b>105.11</b>	<b>1.00</b>

See department section for full department roster

<sup>1</sup> During FY17 the Assistant City Manger resigned. The City Manager created a revised organizational chart that included 2 Assistants to the City Manager, the Chief of Police and the Community Development Director, both of which remain funded within their departments. The Amendment also removed the Communication Division, 1 Communications Manager and 0.5 Graphic Design Assistant, from the Administrations Department and created the Communications Department with a Communications Director and a Communications Specialist. Also during FY17, the 0.50 FTE Administrative Assistant was eliminated and a 1.0 FTE Office Assistant was created.

<sup>2</sup> During FY17 the Associate Planner was added back due to the increased building activity throughout the City.

<sup>3</sup> FY18 Expansion request to add an additional FTE to be split with: Streets (.15), Storm Water (.15), Water (.35), and Sewer (.35)

<sup>4</sup> FY17 increased FTE to include 1 full-time clerk and a part time clerk to assist during court

<sup>5</sup> FY17 reorganization eliminated the Chief of Police as the Director and promoted the Coordinator

# City of Raymore

## Fiscal Year 2017-18 Adopted Salary Range Chart

Range	Minimum	Midpoint	Maximum		Title
<b>1</b>	<b>\$13.22</b>	<b>\$16.10</b>	<b>\$19.62</b>	<b>Hourly</b>	Office Assistant***
<b>2</b>	<b>\$13.93</b>	<b>\$16.97</b>	<b>\$20.67</b>	<b>Hourly</b>	Meter Reader
<b>3</b>	<b>\$14.64</b>	<b>\$17.83</b>	<b>\$21.32</b>	<b>Hourly</b>	Building Maintenance Technician Municipal Court Clerk Parks Maintenance Worker I Police Records Clerk Public Works Maintenance Worker I
<b>4</b>	<b>\$15.35</b>	<b>\$18.70</b>	<b>\$22.78</b>	<b>Hourly</b>	Permit Technician Accounting Technician
<b>5</b>	<b>\$16.06</b>	<b>\$19.56</b>	<b>\$23.84</b>	<b>Hourly</b>	Parks Maintenance Worker II Public Works Maintenance Worker II
<b>6</b>	<b>\$16.78</b>	<b>\$20.44</b>	<b>\$24.91</b>	<b>Hourly</b>	Utility Billing Technician
<b>7</b>	<b>\$17.48</b>	<b>\$21.30</b>	<b>\$25.95</b>	<b>Hourly</b>	Administrative Assistant Animal Control Officer Communications Officer** Property & Evidence Technician
<b>8</b>	<b>\$18.19</b>	<b>\$22.16</b>	<b>\$27.00</b>	<b>Hourly</b>	Code Enforcement Officer Crew Leader, Parks Maintenance Crew Leader, Public Works
<b>9</b>	<b>\$18.90</b>	<b>\$23.03</b>	<b>\$28.06</b>	<b>Hourly</b>	Crew Supervisor Deputy City Clerk
<b>10</b>	<b>\$19.62</b>	<b>\$23.91</b>	<b>\$29.13</b>	<b>Hourly</b>	Payroll & Purchasing Specialist
<b>11</b>	<b>\$20.32</b>	<b>\$24.76</b>	<b>\$30.92</b>	<b>Hourly</b>	Building Inspector Engineering Technician Storm Water Specialist Network Technician Recreation Coordinator Athletic Coordinator Graphic Design Assistant*** Police Officer

Range	Minimum	Midpoint	Maximum		Title
<b>12</b>	<b>\$21.04</b>	<b>\$25.64</b>	<b>\$32.02</b>	<b>Hourly</b>	Police Detective Public Works Field Supervisor Master Police Officer*
<b>13</b>	<b>\$21.76</b>	<b>\$26.51</b>	<b>\$33.11</b>	<b>Hourly</b>	GIS Coordinator Chief Communications Officer
<b>14</b>	<b>\$1,860.80</b>	<b>\$2,267.20</b>	<b>\$2,831.43</b>	<b>Bi-Weekly</b>	City Clerk Emergency Management Director Municipal Court Administrator Communications Specialist Associate Planner
<b>15</b>	<b>\$24.24</b>	<b>\$29.53</b>	<b>\$36.88</b>	<b>Hourly</b>	Police Sergeant *
<b>16</b>	<b>\$2,052.90</b>	<b>\$2,501.26</b>	<b>\$3,123.73</b>	<b>Bi-Weekly</b>	Building Official
<b>17</b>	<b>\$2,166.68</b>	<b>\$2,639.89</b>	<b>\$3,296.86</b>	<b>Bi-Weekly</b>	Police Lieutenant Superintendent, Parks Operations Recreation Superintendent Assistant Director, Finance
<b>18</b>	<b>\$2,394.16</b>	<b>\$2,917.05</b>	<b>\$3,643.00</b>	<b>Bi-Weekly</b>	Assistant Director, PW - Operations Manager, Human Resources Manager, Information Systems Manager, Communications
<b>19</b>	<b>\$2,507.94</b>	<b>\$3,055.69</b>	<b>\$3,816.13</b>	<b>Bi-Weekly</b>	Assistant Director, PW - Engineering Economic Development Director Police Captain
<b>20</b>	<b>\$2,906.09</b>	<b>\$3,629.30</b>	<b>\$4,532.50</b>	<b>Bi-Weekly</b>	Director, Communications Director, Community Development Director, Finance Director, Parks & Recreation
<b>21</b>	<b>\$3,133.57</b>	<b>\$4,011.23</b>	<b>\$4,887.30</b>	<b>Bi-Weekly</b>	Chief of Police Director, Public Works & Engineering
<b>22</b>	<b>\$3,361.09</b>	<b>\$4,197.54</b>	<b>\$5,242.16</b>	<b>Bi-Weekly</b>	Assistant City Manager
<b>Notes</b>					
Annual salaries are based on 2080 per year at straight time unless otherwise noted.					
*Position works 2184 hours per year at straight time.					
***Part-Time position					

**City of Raymore**  
**Fiscal Year 2017-18 Adopted Step Chart**

Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19
1	\$13.22	\$13.55	\$13.88	\$14.23	\$14.59	\$14.95	\$15.33	\$15.71	\$16.10	\$16.50	\$16.92	\$17.34	\$17.77	\$18.22	\$18.67	\$19.14	\$19.62		
2	\$13.93	\$14.27	\$14.63	\$15.00	\$15.37	\$15.76	\$16.15	\$16.55	\$16.97	\$17.39	\$17.83	\$18.27	\$18.73	\$19.20	\$19.68	\$20.17	\$20.67		
3	\$14.64	\$15.00	\$15.38	\$15.76	\$16.16	\$16.56	\$16.97	\$17.40	\$17.83	\$18.28	\$18.74	\$19.20	\$19.68	\$20.18	\$20.68	\$21.20	\$21.73		
4	\$15.35	\$15.73	\$16.12	\$16.53	\$16.94	\$17.36	\$17.80	\$18.24	\$18.70	\$19.17	\$19.65	\$20.14	\$20.64	\$21.16	\$21.68	\$22.23	\$22.78		
5	\$16.06	\$16.46	\$16.87	\$17.29	\$17.72	\$18.17	\$18.62	\$19.09	\$19.56	\$20.05	\$20.55	\$21.07	\$21.60	\$22.14	\$22.69	\$23.26	\$23.84		
6	\$16.78	\$17.20	\$17.63	\$18.07	\$18.52	\$18.98	\$19.46	\$19.94	\$20.44	\$20.95	\$21.48	\$22.01	\$22.56	\$23.13	\$23.71	\$24.30	\$24.91		
7	\$17.48	\$17.92	\$18.36	\$18.82	\$19.29	\$19.78	\$20.27	\$20.78	\$21.30	\$21.83	\$22.37	\$22.93	\$23.51	\$24.09	\$24.70	\$25.31	\$25.95		
8	\$18.19	\$18.64	\$19.11	\$19.59	\$20.08	\$20.58	\$21.09	\$21.62	\$22.16	\$22.72	\$23.28	\$23.87	\$24.46	\$25.07	\$25.70	\$26.34	\$27.00		
9	\$18.90	\$19.37	\$19.86	\$20.35	\$20.86	\$21.38	\$21.92	\$22.47	\$23.03	\$23.60	\$24.19	\$24.80	\$25.42	\$26.05	\$26.70	\$27.37	\$28.06		
10	\$19.62	\$20.11	\$20.61	\$21.13	\$21.66	\$22.20	\$22.75	\$23.32	\$23.91	\$24.50	\$25.12	\$25.74	\$26.39	\$27.05	\$27.72	\$28.42	\$29.13		
11	\$20.32	\$20.83	\$21.35	\$21.88	\$22.43	\$22.99	\$23.57	\$24.15	\$24.76	\$25.38	\$26.01	\$26.66	\$27.33	\$28.01	\$28.71	\$29.43	\$30.17	\$30.92	
12	\$21.04	\$21.57	\$22.11	\$22.66	\$23.23	\$23.81	\$24.40	\$25.01	\$25.64	\$26.28	\$26.93	\$27.61	\$28.30	\$29.01	\$29.73	\$30.47	\$31.24	\$32.02	
13	\$21.76	\$22.31	\$22.86	\$23.43	\$24.02	\$24.62	\$25.24	\$25.87	\$26.51	\$27.18	\$27.86	\$28.55	\$29.27	\$30.00	\$30.75	\$31.52	\$32.31	\$33.11	
14	\$1,860.80	\$1,907.32	\$1,955.00	\$2,003.88	\$2,053.97	\$2,105.32	\$2,157.96	\$2,211.91	\$2,267.20	\$2,323.88	\$2,381.98	\$2,441.53	\$2,502.57	\$2,565.13	\$2,629.26	\$2,694.99	\$2,762.37	\$2,831.43	
15	\$24.24	\$24.84	\$25.47	\$26.10	\$26.75	\$27.42	\$28.11	\$28.81	\$29.53	\$30.27	\$31.03	\$31.80	\$32.60	\$33.41	\$34.25	\$35.10	\$35.98	\$36.88	
16	\$2,052.90	\$2,104.22	\$2,156.83	\$2,210.75	\$2,266.02	\$2,322.67	\$2,380.73	\$2,440.25	\$2,501.26	\$2,563.79	\$2,627.88	\$2,693.58	\$2,760.92	\$2,829.94	\$2,900.69	\$2,973.21	\$3,047.54	\$3,123.73	
17	\$2,166.68	\$2,220.85	\$2,276.37	\$2,333.28	\$2,391.61	\$2,451.40	\$2,512.68	\$2,575.50	\$2,639.89	\$2,705.89	\$2,773.53	\$2,842.87	\$2,913.94	\$2,986.79	\$3,061.46	\$3,138.00	\$3,216.45	\$3,296.86	
18	\$2,394.16	\$2,454.02	\$2,515.37	\$2,578.25	\$2,642.71	\$2,708.77	\$2,776.49	\$2,845.91	\$2,917.05	\$2,989.98	\$3,064.73	\$3,141.35	\$3,219.88	\$3,300.38	\$3,382.89	\$3,467.46	\$3,554.15	\$3,643.00	
19	\$2,507.94	\$2,570.64	\$2,634.91	\$2,700.78	\$2,768.30	\$2,837.51	\$2,908.45	\$2,981.16	\$3,055.69	\$3,132.08	\$3,210.38	\$3,290.64	\$3,372.90	\$3,457.23	\$3,543.66	\$3,632.25	\$3,723.06	\$3,816.13	
20	\$2,906.09	\$2,978.74	\$3,053.21	\$3,129.54	\$3,207.78	\$3,287.97	\$3,370.17	\$3,454.42	\$3,540.78	\$3,629.30	\$3,720.04	\$3,813.04	\$3,908.36	\$4,006.07	\$4,106.22	\$4,208.88	\$4,314.10	\$4,421.96	\$4,532.50
21	\$3,133.57	\$3,211.91	\$3,292.21	\$3,374.51	\$3,458.87	\$3,545.35	\$3,633.98	\$3,724.83	\$3,817.95	\$3,913.40	\$4,011.23	\$4,111.51	\$4,214.30	\$4,319.66	\$4,427.65	\$4,538.34	\$4,651.80	\$4,768.10	\$4,887.30
22	\$3,361.09	\$3,445.12	\$3,531.25	\$3,619.53	\$3,710.02	\$3,802.77	\$3,897.84	\$3,995.28	\$4,095.16	\$4,197.54	\$4,302.48	\$4,410.04	\$4,520.29	\$4,633.30	\$4,749.13	\$4,867.86	\$4,989.56	\$5,114.30	\$5,242.16

**“AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, APPROVING THE FISCAL YEAR 2018 BUDGET.”**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:**

Section 1. The annual budget of the City of Raymore, Missouri, for the Fiscal Year beginning on November 1, 2017, and ending October 31, 2018, is finally approved, adopted and appropriated by fund and the maximum amounts to be expended are as follows:

	FY 2017-2018
General Fund (01)	
Administration	1,003,942
Information Technology	473,750
Economic Development	224,235
Community Development	707,163
Engineering	419,021
Streets	913,920
Stormwater	289,053
Buildings & Grounds	311,021
Municipal Court	171,047
Finance	636,570
Communications	317,768
Prosecuting Attorney	20,140
Police	4,177,333
Emergency Management	129,581
<b>Total Expenditures</b>	<b>\$9,794,544</b>
Transfer to Park Fund	100,000
Transfer to Restricted Revenue Fund	100,000
Transfer to Cap. Imp. Sales Tax Fund	600,000
Transfer to Transportation Sales Fund	62,220
Transfer to Parks Sales Tax Fund	20,000
<b>Total Transfers</b>	<b>882,220</b>
<b>Total General Fund</b>	<b>\$10,676,764</b>
<b>Park Fund (25)</b>	<b>\$1,396,199</b>
<b>General Obligation Debt (40)</b>	<b>\$2,426,783</b>
<b>Vehicle Replacement (03)</b>	<b>\$382,422</b>
<b>Restricted Revenue (04)</b>	<b>\$150,000</b>
Enterprise Fund (50)	



Water & Sewer Departments	5,370,533
Debt Service	156,213
<b>Total Expenditures</b>	<b>\$5,526,746</b>
Transfer to General Fund	810,118
Transfer to VERP Fund	98,290
Transfer to Ent. Cap Maint Fund	540,099
<b>Total Transfers</b>	<b>\$1,448,507</b>
<b>Total Enterprise Fund</b>	<b>\$6,975,253</b>
Capital Funds (includes projects, debt operating service, and other expenditures)	
05 Building Equipment Replacement	474,250
36 Transportation	1,843,255
37 Excise Tax	125,000
45 Capital Sales Tax	1,752,075
46 Stormwater Sales Tax	577,758
47 Parks Sales Tax	781,000
47.38 GO Parks	629,573
53 Sewer Connection	94,500
54 Enterprise Capital Maintenance	397,250
<b>Total Capital Funds</b>	<b>\$6,674,661</b>

Section 2. The funds necessary for expenditure in the budget of the City of Raymore for the Fiscal Year beginning November 1, 2017, as summarized in Section 1, are hereby appropriated and set aside for the maintenance and operation of various departments of the government of the City of Raymore, Missouri, together with the various activities and improvements set forth in said budget.

Section 3. The amount apportioned for each department as shown in the budget shall not be increased except by motion of the City Council duly made and adopted, but the objects of the expense comprising the total appropriation for any department may be increased or decreased at the discretion of the City Manager, providing that said adjustment shall not increase the total appropriation for the department.

Section 4. All portions of the final Fiscal Year 2017-18 budget book document prepared and submitted to the Mayor and City Council for consideration, as amended by the City Council prior to adoption of this ordinance, are hereby adopted by reference, including all organizational charts, salary range charts, policies and procedures, and are made a part of this ordinance.

Section 5. All revenue of the City of Raymore not appropriated by this Ordinance and any amount appropriated by this Ordinance and not disbursed shall be expended or kept as directed by the City Council.

Section 6. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**DULY READ THE FIRST TIME THIS 9TH DAY OF OCTOBER, 2017.**

**BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 23RD DAY OF OCTOBER, 2017 BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad	Absent
Councilmember Barber	Aye
Councilmember Berendzen	Aye
Councilmember Burke, III	Aye
Councilmember Holman	Aye
Councilmember Kellogg	Aye
Councilmember Moorhead	Aye
Councilmember Townsend	Aye

ATTEST:

  
Jean Woerner, City Clerk

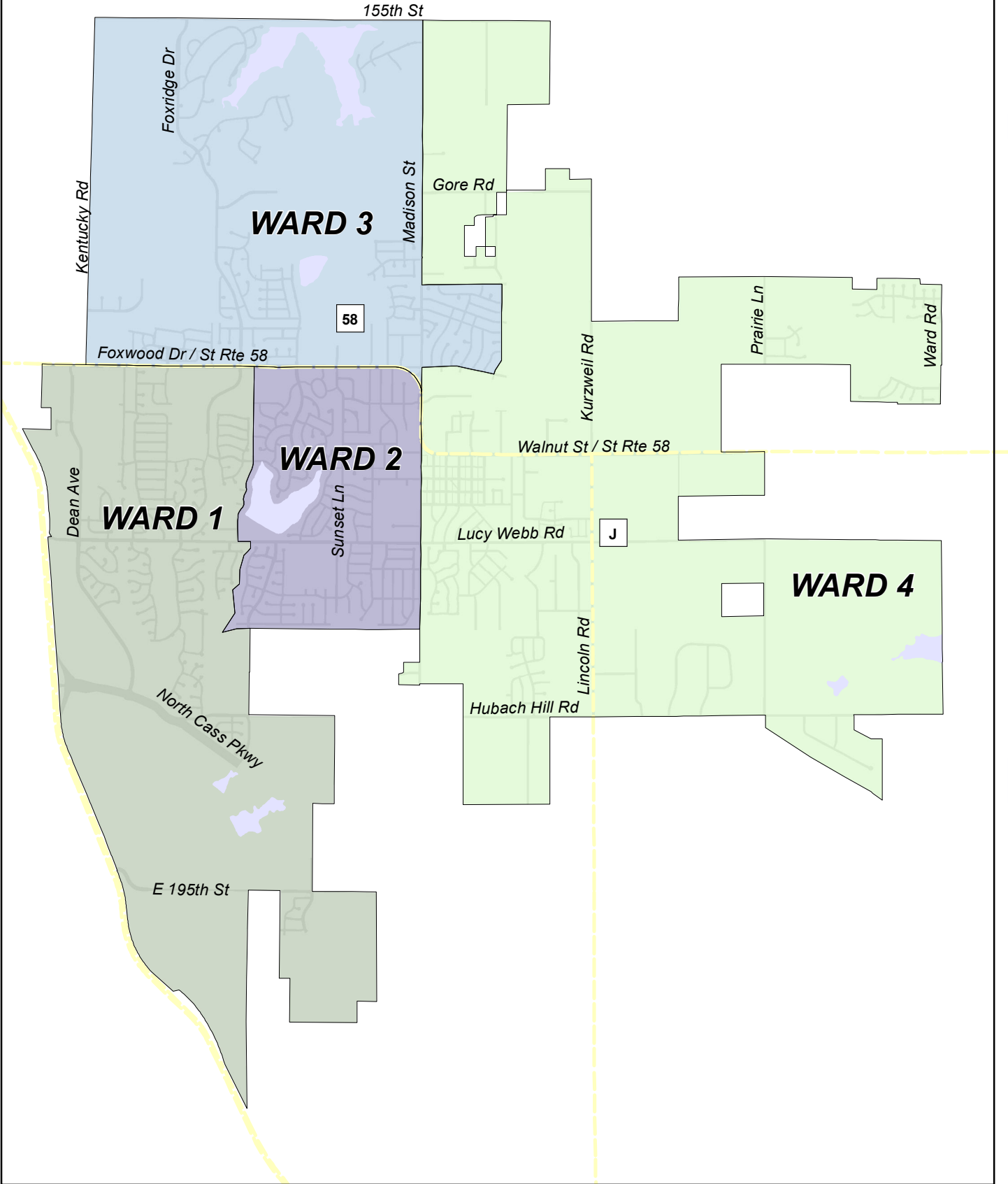
APPROVE:

  
Kristofer P. Turnbow, Mayor

10-24-2017  
Date of Signature

# Ward Boundary Map

Approved by Bill 2687  
Effective July 25, 2011





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**CITY OF RAYMORE, MISSOURI**

# **STRATEGIC PLAN**





# A MESSAGE FROM THE CITY MANAGER

When our City was established in the late 1800s, there is no way our City's founders could have envisioned the kind of community we would have today. It was their careful planning — and the planning of the community leaders after them — that laid the foundation for our community.

Now, as community prepares to undertake more growth and expansion, it is time that we outline a plan to guide our City and ensure that we are meeting the needs and expectations of our residents.

This strategic plan serves as a blueprint for the growth of our community in the coming decade and is supported by input from our own residents.

As our staff worked to compile the data and developed the measurable objectives behind the overarching goals, we knew this plan still had to be a true, useful reflection of what we aspire to be as a community. That is why the voice of our residents can be heard throughout this document.

We did not undertake this multi-year process thinking this plan it would sit on a shelf. Raymore's strategic plan had to be something that anyone could follow and fully understand the vision mapped out in its pages.

Because it is a vision we all share for our community.

A handwritten signature in black ink, appearing to read "Jim Feuerborn". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jim Feuerborn, City Manager

# VISION, MISSION & VALUES

## VISION

The City of Raymore is dedicated to being a **QUALITY COMMUNITY** in which to:



**LIVE**



**WORK**



**PLAY**

## MISSION

*In order to achieve this vision, the City will develop and deliver programs, policies, and services that enhance the lives of our citizens, employees and visitors.*

## VALUES

**HONESTY** - We deal openly and honestly with citizens and all others with whom we meet and work.

**RECEPTIVE AND RESPONSIVE** - We remain receptive to our customers and respond to their needs.

**INTEGRITY** - We do what we say and we mean what we do. We follow through.

**RESPONSIBILITY** - We manage our resources prudently and efficiently.

**SENSE OF COMMUNITY** - We are a community serving one another and promoting family values.

**LEADERSHIP** - It is our responsibility to set direction and plan for the future of our community.

**PARTNERSHIP** - We work cooperatively with those who affect the Raymore quality of life.



# STRATEGIC PLANNING PROCESS



In the summer of 2015, the Raymore City Council held a retreat intended get members thinking about broad council goals and the future of our community. Led by John Nalbandian, a highly regarded professor in the University of Kansas's School of Public Affairs and Administration, the council's discussion revealed that each member had a slightly different view of what would make our community a success in the coming years.

The conversation among Council members also revealed that there were a number of focus areas that only our residents could answer.

Those focus areas explored the future of our parks and public spaces; public safety; community identity; business development; and infrastructure. Although these are common topics for many cities, the direction our residents would help us chart for the next 5-10 years would be uniquely Raymore.

Rather than write a plan and wait for public comment, City leadership decided to put our residents first and invited them to a series of interactive Community Conversations where we asked residents to reimagine Raymore.

Partnering with the University of Kansas Public Management Center and CoVision, a company specializing in creating interactive meetings, we invited residents, not only to come up with new ideas and initiatives to include in the strategic plan, but also to vote on the ideas and focus areas they saw as a priority for Raymore.

Under the guidance of trained meeting facilitators, Raymore received an incredible number of ideas and input from more than 350 residents who helped build a foundation for a strategic plan that will guide the growth and prosperity of our community.

This input strengthened the strategic plan itself along with our bi-annual citizen survey. It created community-wide support and excitement in our planning process that is necessary to see the plan succeed in future years.

Using the data from those public meetings, as well as several other sources, staff began to refine the goals and created strategic initiatives and action steps to support the overall strategic plan. This year-long process developed the following plan and will serve as our City strategic plan for the coming years.

# COMMUNITY IDENTITY & CONNECTIONS

## STRATEGIC FOCUS AREA #1

### GENERAL RATIONALE FOR STRATEGIC THEME:

The community in which someone chooses to live speaks volumes about both the city and the individual. Even the way we design our city should be a defined reflection of who we are as a community. We want to foster a relationship with all of our residents that says, unequivocally, we are a strong community with tangible goals and aspirations while respecting and valuing new ideas from all corners.

### GOAL 1.1

#### DEVELOP A COMPELLING COMMUNITY IDENTITY AND BRAND.

The City's brand and identity is more than just a logo and colors. It is how we define our community in a single sentence. It is what our residents feel when we talk about our community to someone from another town. Tapping into what that brand and identity represents to our residents will guide our growth and give residents a sense of ownership of the community as a whole.

#### Strategies

- 1.1.1 Determine the desired image of Raymore
- 1.1.2 Implement and promote the Raymore brand
- 1.1.3 Create opportunities for residents to personally engage with the City's brand
- 1.1.4 Promote and develop signature events and amenities

### GOAL 1.2

#### ENHANCE FIRST IMPRESSIONS OF THE COMMUNITY.

We must set the right tone for our community when being introduced, not only to future residents, but prospective businesses and visitors to our community. We want to make sure people feel welcome from the moment they arrive and offer ways for them to feel connected to the broader community. We also must ensure that people know where Raymore is, that they can identify when they have arrived and leave with a positive impression every time.

#### Strategies

- 1.2.1 Create a physical environment that inspires a sense of pride
- 1.2.2 Manage external impressions to position Raymore as a top community in the Kansas City metropolitan region
- 1.2.3 Provide exceptional service by implementing processes that allow those who contact us to receive the information they need on the first try.

### GOAL 1.3

#### FOSTER OPPORTUNITIES FOR ALL CITIZENS TO FEEL VALUED AND CONNECTED WITHIN THE RAYMORE COMMUNITY.

Our greatest strength is the involvement of our residents. We should provide as many opportunities as possible for them to provide feedback and offer ideas to a wide variety of initiatives and projects. At the same time, City staff should be able to provide seamless customer service not just at City Hall, but anywhere in the community.

#### Strategies

- 1.3.1 Communicate with residents in a way that is purposeful and expected
- 1.3.2 Develop programs and amenities that meet the diverse needs of the present and future community
- 1.3.3 Provide opportunities for residents to regularly be involved in and provide input about City functions
- 1.3.4 Enhance internal communication and employee engagement

# SAFE, WELL-DESIGNED & BEAUTIFUL PLACES

## STRATEGIC FOCUS AREA #2

### GENERAL RATIONALE FOR STRATEGIC THEME:

For our residents, their home should be more than just the four walls of a house. We should strive to make our residents feel welcome, safe and at home no matter where they are in the community.

### GOAL 2.1

#### SET THE STANDARD FOR A SAFE AND SECURE COMMUNITY.

A safe and secure community is essential to the quality of life and economic success of Raymore. The City is committed to a high level of public safety and working in partnership with the community to maintain a safe and secure city. We also recognize that our police force alone cannot be the only ones to protect our community and keep it safe. We must design community areas and other amenities that ensure safety and promote the general well being of all who use our public spaces.

#### *Strategies*

- 2.1.1 Maintain a high-caliber and community-oriented Police Department through citizen engagement and outreach
- 2.1.2 Enhance & strengthen emergency preparedness response and recovery plans across the organization in collaboration with other community & regional efforts
- 2.1.3 Engage in community involvement, education and regional partnerships that make our community safer and stronger
- 2.1.4 Review and expand strategies that promote and enforce building safety and code requirements

### GOAL 2.2

#### CREATE A PHYSICAL ENVIRONMENT THAT INSPIRES A SENSE OF PRIDE IN PUBLIC SPACES.

From the moment a visitor comes to Raymore, they should unquestionably know where they have arrived. Our buildings, neighborhoods and public spaces should uniformly reflect the pride we take in our community. Our physical presence will make our visitors feel welcomed and wanting to return while also providing residents with a tangible feeling of being home.

#### *Strategies*

- 2.2.1 Develop plans and guidelines that communicate and encourage high standards
- 2.2.2 Create and maintain a well-connected transportation network
- 2.2.3 Value and protect natural resources and green spaces

### GOAL 2.3

#### IMPROVE SAFETY FOR ALL MODES OF TRAVEL THROUGHOUT THE COMMUNITY.

#### *Strategies*

- 2.3.1 Incorporate new technology and practices to develop safer pedestrian walkways and trails
- 2.3.2 Increase community-wide participation in driving/ pedestrian safety programs
- 2.3.3 Strengthen development and maintenance of streets, trails and pedestrian pathways

# ECONOMIC VITALITY

## STRATEGIC FOCUS AREA #3

### GENERAL RATIONALE FOR STRATEGIC THEME:

Our city has outgrown its status as a bedroom community. Our residents now demand the kinds of services and amenities that many other communities have and the ability to both live and work in Raymore. We want to foster a sense of pride and purpose when we encourage residents to shop local and have the needed retail, restaurant and services available to make that possible.

### GOAL 3.1

#### CREATE A HEALTHY AND SUSTAINABLE ECONOMY.

Our ability to provide high-quality services and amenities depends on our local economy thriving year after year. We must be responsive and open to the changing needs of our residents when it comes to housing, retail and other private amenities.

#### *Strategies*

- 3.1.1 Expand the commercial tax base
- 3.1.2 Focus development strategies on opportunities that align with community priorities

### GOAL 3.2

#### ENABLE RAYMORE RESIDENTS TO LIVE AND WORK IN THE COMMUNITY.

As our community continues to grow, our residents seek new opportunities to live and work in their own city. We need to ensure that we have a variety of workforce options and can provide educational tools to residents. We must also have the cultural amenities that make Raymore an attractive place to locate.

#### *Strategies*

- 3.2.1 Align workforce development efforts to match the skill needs of targeted industries and businesses
- 3.2.2 Pursue businesses and amenities that reinforce Raymore's positioning as a community for all ages
- 3.2.3 Create a culturally vibrant community
- 3.2.4 Provide quality, diverse housing options that meet the needs of our current and future community

### GOAL 3.3

#### CULTIVATE A CLIMATE FOR PROSPEROUS BUSINESS GROWTH AND DEVELOPMENT.

It is important that our businesses feel as supported and connected as our residents do on a daily basis. As we begin to attract new development and commercial interest, we want to position Raymore as a community that is willing to be innovative and creative to ensure the needs of our residents and the business community are met.

#### *Strategies*

- 3.3.1 Market and promote Raymore as a community that is viable for development
- 3.3.2 Provide support to existing local businesses
- 3.3.3 Deliver streamlined customer service to the business community
- 3.3.4 Ensure capital improvements, City plans and City regulations support economic development priorities

# HIGH-PERFORMING ORGANIZATION

## STRATEGIC FOCUS AREA #4

### GENERAL RATIONALE FOR STRATEGIC THEME:

To provide high-quality services and amenities to our residents, we must also provide the people working at City Hall with high-quality support and training to ensure they have the tools to do their jobs. We will prioritize quality customer service and strive to build a positive relationship with all residents who interact with our staff.

### GOAL 4.1

#### PROVIDE EXCEPTIONAL SERVICE.

In order to uphold the trust and confidence placed in us by the citizens of Raymore, it is our responsibility to serve the interests of all people and provide the best service possible at all levels of our organization.

#### *Strategies*

- 4.1.1 Implement processes that allow those who contact the City to receive the information they need on the first try
- 4.1.2 Optimize the use of technology to improve services, efficiency and productivity
- 4.1.3 Continuously improve the City's governance processes

### GOAL 4.2

#### DEVELOP A HIGH-QUALITY CITY WORKFORCE.

Retaining employees through training, recognition, and transparent career development will not be just a cost-effective strategy for maintaining a highly motivated city staff, but will also make people want to work for the City of Raymore.

#### *Strategies*

- 4.2.1 Position Raymore as an employer of choice in the region
- 4.2.2 Strengthen our environment of placing a priority on retaining employees
- 4.2.3 Enhance internal communication and employee engagement

### GOAL 4.3

#### ENSURE FISCAL DISCIPLINE AND GOOD STEWARDSHIP OF PUBLIC RESOURCES.

It is important that we make the the right financial decisions to ensure that our budget is not just balanced each year - as it is - but that we are using taxpayer dollars responsibly and ethically. As part of this process we must do everything we can to demystify the budget and create a culture of open and transparent government.

#### *Strategies*

- 4.3.1 Develop and implement long-term funding strategies to support City operations and needs
- 4.3.2 Establish a strong connection between the budget and strategic plan
- 4.3.3 Demonstrate our dedication to ethical behavior and transparency to maintain the public trust

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# HIGH-PERFORMING ORGANIZATION (CONT.)

## STRATEGIC FOCUS AREA #4 (CONT.)

### GOAL 4.4

#### DEVELOP AND EXECUTE A COMMUNICATIONS PROGRAM FOR THE STRATEGIC PLAN.

The success of the Reimagine Raymore community conversations - and level of enthusiastic participation in the sessions - came from the fact that residents were able to provide input directly and were given instant feedback on their ideas. For the strategic plan to remain relevant to our residents, it will be important that we continue that spirit of open, honest and transparent community dialogue and communications.

#### *Strategies*

4.4.1 Establish regular, consistent venues of communications and community feedback on plan progress



**FY18 WORK PLAN**



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The following work plan is a comprehensive list created, by the Management Team, to work towards the goals of the Strategic Plan. The chart below will be updated annually and many of the items below are linked to the department goals. These action steps will be utilized in the future budget presentations to show performance measures as to how well each prior year goal was met and set goals for the following year. Each department looks to these action steps when creating their department requested budget.

The chart shows the strategic focus area, goals, proposed action steps, departments responsible, as well as the timeline identified.

## Strategic Focus Area 1: Community Identity and Connections

### Goal 1: Develop a compelling community identity and brand.

<b>Strategy 1.1.1: Determine the desired image of Raymore</b>		
Contract with a branding consultant to lead the City through the development of a comprehensive brand.	Communications Division	FY17-18
Commission and authorize an appropriate group of community stakeholders to work in coordination with the branding consultant.	Mayor and City Council	FY17-18
<b>Strategy 1.1.2: Implement and promote the Raymore brand.</b>		
Update visual brand elements throughout community, including on vehicles and signs	Communications Division	FY18
<b>Strategy 1.1.3: Create opportunities for residents to personally engage with the City's brand</b>		
Distribute City branded items to existing residents	Communications Division	FY18
Create a new resident packet with City branded items to all households.	Communications Division	FY18
<b>Strategy 1.1.4: Promote and develop signature events and amenities</b>		
Continue to provide financial and staff support for the initiatives proposed annually by the Arts Commission (tie to cultural vitality)	Mayor and City Council	Ongoing
Provide additional funding and staff support to enhance the existing special events presented by the Parks & Recreation Department	Mayor and City Council and Parks & Recreation Board	Ongoing

**Goal 1.2: Enhance First Impressions of the Community.**

<b>Strategy 1.2.1: Create a physical environment that inspires a sense of pride</b>		
Identify and prioritize high-impact public spaces and provide the resources to maintain them at a high standard	Building and Grounds, Public Works	FY17-18
Provide resources to continue to construct and maintain City amenities and infrastructure to the highest standards	Mayor and City Council	Ongoing
<b>Strategy 1.2.2: Manage external impressions to position Raymore as a top community in the Kansas City metropolitan region.</b>		
Develop and implement a compelling community brand that differentiates Raymore from other communities in the Metro ( <i>See Goal 1</i> )	Communications Division	Ongoing
Make it a priority for City leaders and staff to be actively involved in state and regional committees and initiatives, serving in leadership positions when possible	Mayor and City Council & City Manager	Ongoing
<b>Strategy 1.2.3: Provide exceptional service by implementing processes that allow those who contact us to receive the information they need on the first try.</b>		
Develop a steering committee of first line customer service staff to identify opportunities for improvement and develop an action plan for addressing the identified needs	Administration	FY17-18
Provide extended customer service training to all city staff members	Human Resources	FY17-18 (annually)
Create an internal communications plan to keep city staff informed about city programs and initiatives beyond their base department (link)	Communications Division	Ongoing

**Goal 1.3: Foster Opportunities for All Citizens to Feel Valued and Connected Within the Raymore Community.**

<b>Strategy 1.3.1: Communicate with residents in a way that is purposeful and expected</b>		
Continue to provide residents with regular communication on a standard schedule through a variety of media	Communications Department	Ongoing
Provide information about City initiatives on a website that is intuitively designed	Communications Department	Ongoing
Improve the City's basic customer services processes to increase the opportunities for our customers to receive the information they need on the first try ( <i>See Goal #2</i> )	Management Team	Ongoing

<b>Strategy 1.3.2: Develop programs and amenities that meet the diverse needs of the present and future community</b>		
Implement strategies established by the Community for All Ages Master Plan	Community Development	Ongoing
Implement strategies for designation as a Walk Friendly and Bike Friendly Community	Community Development	Ongoing
Accommodate all age groups through programs, facilities and infrastructure	Parks & Recreation, Public Works, Buildings & Grounds	Ongoing
Enhance community-oriented policing programs	Police Department	Ongoing
<b>Strategy 1.3.3: Provide opportunities for residents to regularly be involved in and provide input about City functions</b>		
Continue to conduct the ETC survey on a two-year cycle and utilize the results as part of the City's planning processes	Administration	Ongoing
Continue the Reimagine Raymore initiative by hosting an annual community conversation to seek feedback and inform	Administration	Ongoing
Make it a priority for City leaders and staff to be actively involved in city and regional organizations, and serve leadership positions as available (link)	Mayor and City Council & City Manager	Ongoing
Implement communication process to encourage public feedback across a variety of media	Communications Department	Ongoing
<b>Strategy 1.3.4: Enhance internal communication and employee engagement</b>		
Create an internal communications plan to keep city staff informed about city programs and initiatives beyond their department (link)	Communications Department	FY18
Continue to support the efforts of the Employee Relations Committee	Administration	Ongoing
Continue to conduct the employee satisfaction survey annually and utilize the results as part of the City's planning processes	Administration	Ongoing

## Strategic Focus Area 2: Safe, Well-Designed and Beautiful Public Places

### Goal 2.1: Set the standard for a safe and secure community.

<b>Strategy 2.1.1: Maintain a high-caliber and community-oriented Police Department through citizen engagement and outreach</b>		
Continue high visibility in residential areas, public and business spaces	Police Department	FY18
Cultivate more opportunities for outreach - police participation in neighborhood and community events	Police Department	FY18
Promote law enforcement educational programs	Police Department	FY18
Explore new and different possibilities for interaction in schools and with youth in the community	Police Department	FY 2018
<b>Strategy 2.1.2: Enhance and strengthen emergency preparedness response and recovery plans across the organization in collaboration with other community and regional efforts.</b>		
Expand citizen awareness regarding safety and emergency preparedness	Emergency Management, Police Department, Community Development	FY18
<b>Strategy 2.1.3: Engage in education and regional partnerships that make our community safer and stronger.</b>		
Actively participate in the risk management programs and committees provided by the City's insurance companies for City staff	All Departments	Ongoing
Explore new and enhance current MARC, MML, County & State opportunities	City Council, All Departments	Ongoing
Support professional training and development for staff	City Council, Management Team	Ongoing
<b>Strategy 2.1.4: Review and expand strategies that promote and enforce building safety and code requirements</b>		
Continue to perform an annual risk management inspection of City buildings and offices.	Community Development, Building & Grounds, Parks & Recreation, Risk Management Director	Ongoing
Create and maintain a transition plan for safety regulations and ADA standards.	Community Development, Building & Grounds, Parks & Recreation, Risk Management Director	FY18
Continue annual review of property maintenance and building codes	Community Development, Risk Management Director	Ongoing

**Goal 2.2: Create a physical environment that inspires a sense of pride in public spaces.**

<b>Strategy 2.2.1: Develop plans and guidelines that communicate and encourage high standards</b>		
Identify appropriate levels of service for maintenance of public buildings and grounds	Community Development, Building & Grounds, Parks & Recreation	FY18
Develop funding ideas for Council consideration for City facilities and park maintenance	Community Development, Building & Grounds, Parks & Recreation, Finance	FY18
Define department roles and staffing for maintenance of public facilities and parks	Community Development, Building & Grounds, Parks & Recreation	FY18
<b>Strategy 2.2.2: Create and maintain a well-connected transportation network</b>		
Implement strategies for designation as a Walk Friendly Community.	Community Development, Public Works, Parks & Recreation, Police	FY18
Explore alternative modes of transportation	Community Development, Public Works	FY18
Explore opportunities for bike lanes on existing roadways	Community Development, Public Works, Parks & Recreation	FY18
<b>Strategy 2.2.3: Value and protect natural resources and green spaces</b>		
Explore a tree preservation policy/ordinance	Tree Board, Parks & Recreation	FY18
Explore opportunities to expand and enhance water quality treatment requirements related to development and redevelopment.	Public Works, Community Development, Parks & Recreation	FY18
Enhance preservation and improvement efforts for greenways and linear parks	Parks & Recreation, Public Works	FY18
Develop outreach and education giving residents the tools to improve privately owned streams and waterways	Public Works, Community Development, Parks & Recreation	FY18

**Goal 2.3: Improve safety for all modes of travel throughout the community.**

<b>Strategy 2.3.1: Incorporate new technology and practices to develop safer pedestrian walkways and trails</b>		
Expand audible crossing signals at major intersection	Public Works,	FY18
Explore signalized pedestrian crossings along major roadways	Public Works	FY18
Enhance the use of best practices to improve safety on pedestrian walkways in the park system	Parks & Recreation	FY18
Increase enforcement activity and presence in areas of high pedestrian use	Police	FY18

Explore GIS mapping for all trails, parking lots and pedestrian walkways in the Parks system	Community Development, Parks & Recreation, Police	FY18
<b>Strategy 2.3.2: Increase community-wide participation in driving/pedestrian safety programs</b>		
Grow education initiatives aimed at the safe use of pedestrian system	Communications, Public Works	FY18
Grow useage of the Driver's' Education program for new and experienced drivers	Police	FY18
Develop regular public safety/emergency management updates for public education through multiple community outreach efforts	Police, Emergency Management, Communications	FY18
<b>Strategy 2.3.3: Strengthen development and maintenance of streets, trails and pedestrian pathways</b>		
Enhance the use of lighting of streets, trails, pedestrian paths and gathering spaces	Public Works, Parks & Recreation	FY18
Establish a wayfinding program to guide residents and visitors to City facilities/parks	Communications, Community Development	FY18
Develop a park trail and parking lot maintenance program	Parks & Recreation, Public Works	FY18
Update the pavement management program	Public Works	FY20

## Strategic Focus Area 3: Economic Vitality

### Goal 1: Create a healthy and sustainable economy.

<b>Strategy 3.1.1: Expand the commercial tax base</b>		
Identify and recruit a diverse array of commercial businesses	Economic Development Team	FY18
Cultivate relationships with commercial real estate developers, brokers and other design professionals.	Economic Development Team	FY18
Use and enhance features of the community that retailers find attractive	Economic Development Team	FY18
<b>Strategy 3.1.2: Focus development strategies on opportunities that align with community priorities</b>		
Use targeted retailers list from retail recruitment plan.	Economic Development Team	FY18
Target specific sites for real estate development and redevelopment	Economic Development Team	FY18
Prepare a marketing strategy for available sites and buildings	Economic Development Team	FY18

Explore opportunities for redevelopment of blighted (distressed) properties	Economic Development Team	FY18
Focus business recruitment strategies on opportunities that align with community priorities	Economic Development Team	FY18
Attract and cultivate a variety of new industries and businesses to the community	Economic Development Team	FY18

**Goal 3.2: Enable Raymore residents to live and work in the community**

<b>Strategy 3.2.1: Align workforce development efforts to match the skill needs of targeted industries and businesses</b>		
Understand the existing regional labor market	Economic Development Team	FY17-18
Create programming around the current workforce and targeted business sectors for improvement	Economic Development Team	FY18
Increase diversity in job types/sectors (not just minimum wage)	Economic Development Team	FY18
Partner with educational and workforce training institutions	Economic Development Department	FY18
<b>Strategy 3.2.2: Pursue businesses and amenities that reinforce Raymore’s positioning as a community for all ages</b>		
Align business attraction efforts to the dominant demographic sectors of the community	Economic Development Team	FY18
Build a relationship with new developers that can meet the needs of the dominant demographic sectors of the community	Economic Development Team	FY18
<b>Strategy 3.2.3: Create a culturally vibrant community (linked to Focus Area 1.2)</b>		
Explore the creation of town centers that meet a variety of needs	Economic Development	FY18-19
Explore how public art and other cultural amenities can be integrated into development/redevelopment	Economic Development, Community Development, Communications	FY18-19
<b>Strategy 3.2.4: Provide quality, diverse housing options that meet the needs of our current and future community</b>		
Fully assess the local housing market to identify gaps and opportunities	Economic Development, Community Development	FY18
Engage with residential developers that offer diverse housing options	Economic Development, Community Development	FY18

**Goal 3.3: Cultivate a climate for prosperous business growth and development.**

<b>Strategy 3.3.1: Market and promote Raymore as a community that is viable for development</b>		
Customize new local incentives that directly aid the City's business recruitment strategies	Economic Development Team	Ongoing
Review current incentive policies regularly for market viability and competition.	Economic Development Team	Ongoing
Assess the business climate in Raymore	Economic Development, Community Development, City Clerk, Finance	FY18
<b>Strategy 3.3.2: Provide support to existing local businesses</b>		
Customize local incentives that directly aid the City's business retention & expansion strategies	Economic Development Team,	Ongoing
Support a growing business retention and expansion (BRE) program	Economic Development, Communications, Mayor & Council	FY18
Increase collaboration within community business network	Economic Development Team	Ongoing
Identify and develop entrepreneurs that will locate business in Raymore	Economic Development Team	Ongoing
Identify and develop small business trainings for Raymore businesses	Economic Development, Community Development	Ongoing
<b>Strategy 3.3.3: Deliver streamlined customer service to the business community</b>		
Critically review the City's processes/procedures related to business	Economic Development, Community Development, City Clerk, Communications	FY18
Implement and communicate the recommendations of the review	Economic Development Team, Communications	Ongoing
<b>Strategy 3.3.4: Ensure capital improvements, City plans and City regulations support economic development priorities</b>		
Develop recommendations to City Council, boards and commissions that consider economic development priorities	Management Team, Development Review Committee	Ongoing
Economic Development priorities are given consideration on all City project and plan reviews.	Management Team, Development Review Committee	Ongoing



## Strategic Focus Area 4: High-Performing Organization

### Goal 4.1: Provide exceptional service.

<b>Strategy 4.1.1: Implement processes that allow those who contact the City to receive the information they need on the first try</b>		
Create new user-friendly phone and online systems	IT, Communications	FY18
Implement regular internal customer service training	Management Team	FY18
Establish an internal customer service advisory group from current staff	Administration, Human Resources	FY17-18
<b>Strategy 4.1.2: Optimize the use of technology to improve services, efficiency and productivity</b>		
Identify City processes that could benefit from the use of additional technology	Management Team	Ongoing
Create a plan for budgeting to implement the identified technology improvements	IT/City Council	Ongoing
Establish standards for regularly reviewing and improving the City's website	Communications	FY18
<b>Strategy 4.1.3: Continuously improve the City's governance processes</b>		
Create an organizational culture that places a high priority on exploring & providing innovative ideas	City Manager/City Council	Ongoing
Develop a schedule for annual elected/appointed member training to provide education on City processes, resources available, etc.	City Manager, Management Team	Ongoing
Host an annual brainstorming event to identify areas of "red tape" within City processes and solutions to address them	City Manager	Ongoing
Encourage and provide access for individual professional development opportunities for elected/appointed members	City Manager, Management Team	Ongoing

### Goal 4.2: Develop a high-quality City workforce.

<b>Strategy 4.2.1: Position Raymore as an employer of choice in the region</b>		
Conduct Regular Salary Surveys	HR, Outside sources	Internal - Annually External - Every five to six years

Provide a competitive benefits package	Administration, HR	Review annually as part of the budget process
Develop specific and distinct recruiting strategies for each open position	HR, Communications	Ongoing as positions become open
Use ERC as a method to communicate and promote employee benefits within the organization	HR, Administration, Communications	Ongoing
<b>Strategy 4.2.2: Strengthen our environment of placing a priority on retaining employees</b>		
Continue to support the work of the Employee Relations Committee	City Manager/HR	Ongoing
Conduct an Annual Employee Survey	HR	Ongoing
Develop a campaign to communicate the values and employment opportunities with the City	Management Team	FY18
Develop a process that introduces new employees to the values of the organization	HR, ERC	FY18
<b>Strategy 4.2.3: Enhance internal communication and employee engagement</b>		
Ongoing employee outreach	ERC, HR, Communications	FY18

**Goal 4.3: Ensure fiscal discipline and good stewardship of public resources**

<b>Strategy 4.3.1: Develop and implement long-term financial strategies to support City operations and needs</b>		
Regularly review and revise as necessary the current financial policies and practices.	Finance, Management Team	Ongoing
Develop and implement a long-term financial plan that addresses expenses projected over a five year period.	Finance, Department Heads	Ongoing
Develop and implement a long-term financial plan that identifies existing and potential revenues necessary to support the long-term expenditure plan.	Finance/Administration	Ongoing
<b>Strategy 4.3.2: Establish a strong connection between the budget and strategic plan</b>		
Create the annual budget using the overall strategic plan as the base.	Finance, Department Heads	Ongoing
Promote and outline the departmental connections to the strategic plan and action steps.	Finance, Department Heads	Ongoing

Regularly review and implement suggested revisions of the budget to improve communications.	Finance/Administration, Communications	Ongoing
Create the annual budget using input from both internal and external stakeholders.	All Departments	Ongoing
<b>Strategy 4.3.3: Demonstrate our dedication to ethical behavior and transparency to maintain the public trust</b>		
Develop a comprehensive communications plan to better coordinate and focus the information currently contained in the Weekly Report, The Queue, and the department monthly reports	Communications	FY18
Develop a coordinated communications effort for reports from City Council, boards and commissions.	Communications, Parks & Rec, Community Development	FY18

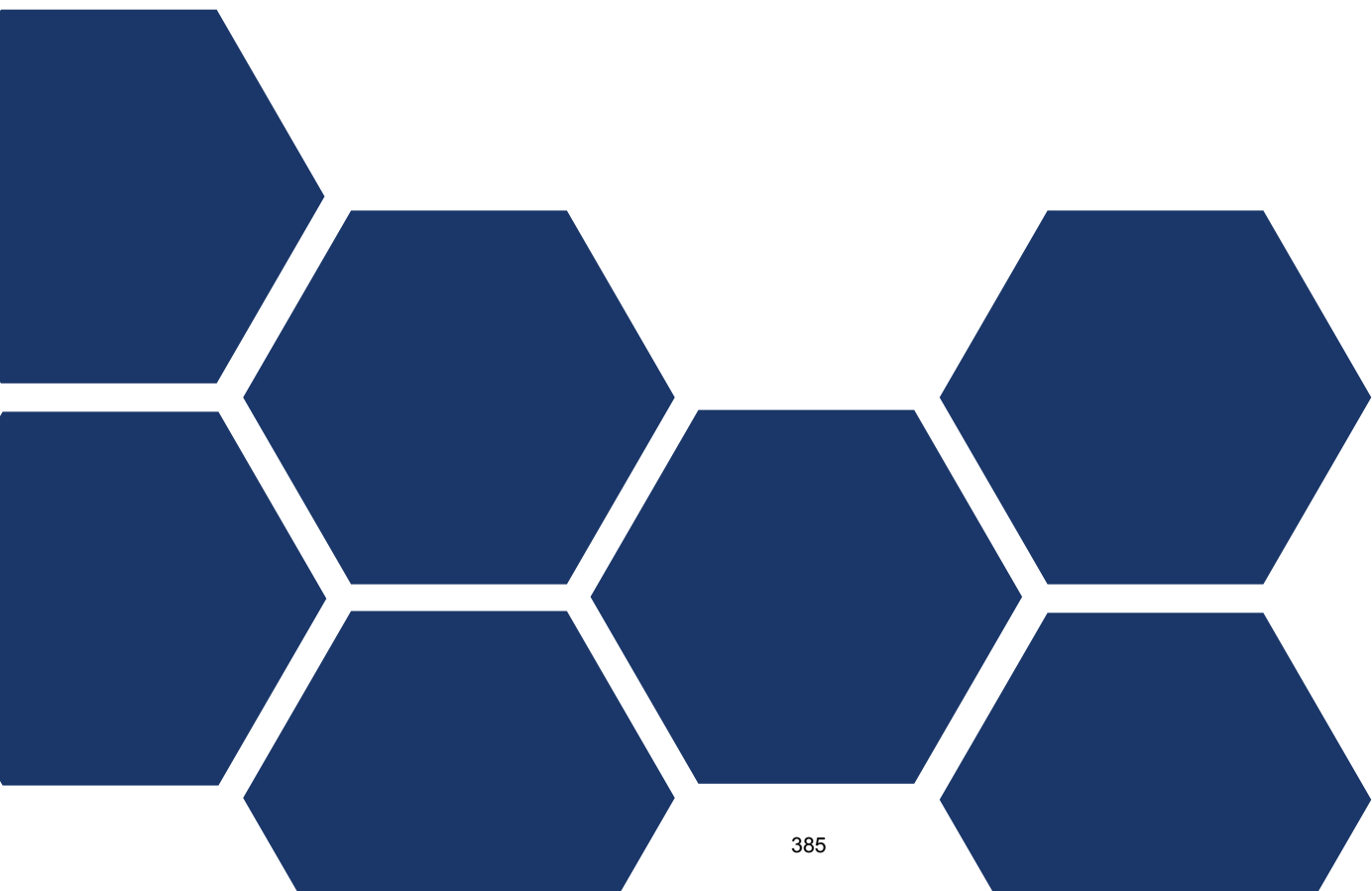
**Goal 4.4: Develop & execute implementation and communications plan for the strategic plan**

<b>Strategy 4.4.1: Establish regular, consistent venues of communications and community feedback on plan progress</b>		
Develop easy-to-understand annual report card on progress of strategic plan to be reviewed by Council and published to residents.	Communications	FY17-18
Develop web and email communications dedicated to strategic plan to provide constant updates on plan projects.	Communications	FY18
Develop internal communications procedures and controls to promote initiatives to staff	Communications	FY17-18



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# BUDGET GLOSSARY





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**ACCOUNT NUMBER** - A system of numbering or otherwise designating accounts, entries, invoices, vouchers, etc., in such a manner that the symbol used quickly reveals certain required information.

**ACCRUAL BASIS ACCOUNTING** - A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the accounting period in which they are incurred.

**ACTIVITY** - Departmental efforts that contribute to the achievement of a specific set of program objectives; this is the smallest unit of the program budget.

**ADVANCED REFUNDING** - A bond issuance used to pay off another outstanding bond. The new bond will often be issued at a lower rate than the older outstanding bond. A bond issuance in which new bonds are sold at a lower rate than outstanding ones. The proceeds are then invested, and when the older bonds become callable they are paid off with the invested proceeds. Advance refunding is most often used by governments seeking to postpone their debt payments to the future instead of having to pay off a large amount of debt in the present. Municipal bonds are traditionally exempt from federal tax, but if a municipal bond is issued in an advance refunding it is no longer tax exempt. This is because municipal bonds tend to have lower rates, and municipalities could potentially use advance refunding to issue unlimited amounts of debt at low rates and invest in higher rate investments.

**ADVERSE OPINION** – term used when an auditor

reports that the financial statements do not present fairly the financial position, results of operations, or changes in financial position or are not in conformity with GAAP. The auditor must provide the reasons for the adverse opinion in the audit report.

**AD VALOREM** - Latin term meaning “value of”. Refers to the tax assessed against real property (land and buildings) and personal property (equipment, vehicles, & furniture).

**ALLOT** - To divide an appropriation into specific line item amounts that can be encumbered or expended during a budget period.

**AMORTIZATION OF DEBT** - The annual reduction of principal through the use of serial bonds or term bonds with a sinking fund.

**ANNUALIZE** - Budget technique whereby expenditures for part of a year are projected forward for a full year for the purpose of preparing an annual budget.

**APPRAISED VALUE** - An estimate of the property value for the purposes of taxation. The Cass County Assessor establishes appraised values for all taxable property.

**APPROPRIATION** - An authorization made by the City Council that permits the City to incur obligations and to make expenditures of resources.

**APWA** – The American Public Works Association exists

to develop and support the people, agencies, and organizations that plan, build, maintain, and improve our communities. Working together, APWA and its membership contribute to a higher and sustainable quality of life.

**ARCIMS** – Arc Internet Map Server.

**ARRA MONEY** – American Recovery and Reinvestment Act Money – Stimulus funding for economic recovery passed February 13, 2009 and implemented during the Obama administration.

**ARBITRAGE** - The interest rate differential that exists when proceeds from a municipal bond - which is tax-free and carries a lower yield - are invested in taxable securities with a yield that is higher. The 1986 Tax Reform Act made this practice by municipalities illegal solely as a borrowing tactic, except under certain safe-harbor conditions..

**ASSESSED VALUE** - The value of property for tax levy purposes. The assessed value is set by the Cass County Assessor, who is charged with determining the taxable value of property according to a formula set by the State of Missouri.

**ASSESSMENT RATIO** - The ratio at which the tax rate is applied to the tax base.

**ASSET** - Resources held or owned by a government which have on-going value - that is, they benefit more than one accounting period.

**AUTHORIZED POSITIONS** - The number of employee positions authorized in the budget, some of which may be filled during the course of the budget year.

**AVAILABLE (UNDESIGNATED) FUND BALANCES** - The funds remaining from prior years activity that are available for appropriation in the current budget year.

**BALANCED BUDGET** – A budget in which the expenditures incurred during a given period are

matched by revenues. A budget is balanced when current expenditures are equal to receipts. The City of Raymore follows city code Section 11.3 The budget shall provide a complete financial plan of all City funds and activities for the ensuing fiscal year and, except as required by law or this Charter, shall be in such form as the City Manager deems desirable or the Council may require. In no event shall the total proposed expenditures exceed the estimated revenues to be received plus any unencumbered cash reserves estimated to be on hand at the beginning of the ensuing fiscal year.

**BASE BUDGET** - The cost of continuing the existing level of services in the current budget year.

**BASIS POINT** - A unit that is equal to 1/100th of 1%, and is used to denote the change in a financial instrument. The basis point is commonly used for calculating changes in interest rates, equity indexes and the yield of a fixed-income security. The relationship between percentage changes and basis points can be summarized as follows: 1% change = 100 basis points, and 0.01% = 1 basis point.

**BERP** – Building and Equipment Replacement Program. A method by which monies are set aside in the budgetary process for the replacement of capital building and equipment replacement.

**BOND** - A written promise to pay a specified sum of money (the face or principal value of the bond), at a specified date or dates in the future (the maturity date), along with interest at a specified rate.

**BOND COUNSEL** - A lawyer who writes an opinion on the bond or note as to its tax exempt status and the authenticity of its issuance. In theory their opinion is meant to assure the bond investor, but they are paid by the issuer so it is not clear who their real client is.

**BONDED DEBT** - That portion of City debt represented by outstanding bonds.

**BOND DISCOUNT** – The amount below face value at which a bond is issued, generally when the interest rate on the bond is below the prevailing market



interest rate, and/or the bond has a long maturity period.

**BOND PREMIUM** – The amount in excess of face value (maturity value) at which a bond is issued, generally when the interest rate on the bond exceeds the market rate or has a short maturity period.

**BOND RATING** – The calculation of the probability that a bond issue will go into default, by measuring risk and therefore impacts the interest rate the bond is issued at.

**BOND REFINANCING** - The payoff of old bonds and the re-issuance of new bonds in order to obtain better interest rates and/or better bond conditions.

**BUDGET** – A financial plan, for a specified period of operations that matches all planned revenues and expenditures with the services to be provided by the City. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether it has been approved by the appropriating body.

**BUDGET ADJUSTMENT** - Changes to the current budget on a departmental level that will not change the overall fund budget. These changes do not require council approval

**BUDGET AMENDMENT** - Changes to the current budget on any level that will change the overall fund budget. These changes require council approval.

**BUDGET BASIS** - The basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: accrual, cash, or modified accrual.

**BUDGET CALENDAR** - The schedule of key dates that the City follows in the preparation and adoption of the budget.

**BUDGET DOCUMENT** - The written instrument used by City to present a comprehensive financial plan of operations to the City Council.

**BUDGET MESSAGE** - The opening section of the budget presented by the City Administrator, Finance Director or Budget Director, which presents the City Council and the Citizens of Raymore with highlights of the most important aspects of the budget.

**BUDGET ORDINANCE** - The official enactment by the City Council to approve the budget as presented that authorizes staff to obligate and spend revenues.

**BUDGETARY CONTROL** - The control or management of the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

**CAD** – Computer Aided Design.

**CAFR** - Comprehensive Annual Financial Report. The official annual report of a government.

**CAPITAL ASSETS** - Assets of significant value and having a useful life of several years. Capital Assets are also called fixed assets.

**CAPITAL BUDGET** - The appropriation of resources for the acquisition and construction of capital assets. It is also a plan of proposed acquisitions and replacements of long-term assets and their financing and is generally developed using one of several techniques such as the payback method, net present value method or the internal rate of return method.

**CAPITAL EXPENDITURE** – An outlay charged to a long-term asset account that either adds a fixed asset unit or increases the value of an existing fixed asset.

**CAPITAL IMPROVEMENTS** - Expenditures related to the acquisition, expansion or rehabilitation of an element of the government's physical plant; also referred to as infrastructure. Note: the City of Raymore generally uses this term to include real property, improvements to real property and infrastructure.

**CAPITAL IMPROVEMENTS PROGRAM** - A plan for capital improvements to be incurred each year over a set number of years to meet long term capital needs of the government.

**CAPITAL OUTLAY** – Expenditures for the acquisition of capital assets which have a value of more than \$5000 and have a useful economic life of more than one year. (see CAPITAL EXPENDITURE) Note: the City of Raymore generally uses this term to include tangible personal property such as vehicles and equipment.

**CAPITAL PROJECTS FUND** - A fund created to account for the financial resources to be used for the acquisition or construction of major capital facilities or equipment.

**CASH BASIS ACCOUNTING** – The method of accounting under which revenues are recorded when received and expenditures are recorded when paid.

**CCA** – Certified Court Administrator.

**CERTIFICATE OF DEPOSIT (CD)** – A negotiable or nonnegotiable receipt for moneys deposited in a bank or other financial institution for a specified period at a specified rate of interest.

**CERTIFICATE OF PARTICIPATION (COPS)** - A certificate showing participation through ownership of a “share” of lease payments or lease-purchase agreement. Usually made between a municipality and an equipment vendor. While these certificates are similar to bonds, they are secured solely by the lease or rental revenues accruing to the municipality/ agency issuing the certificates have maturities and are paid in a manner parallel to the process involved in the execution and administration of bonds.

**CEU** – Continuing Education Unit.

**CFE** – Certified Fraud Examiner.

**CHARGES FOR SERVICES** - Revenue derived by charging a fee only to the specific user of the service.

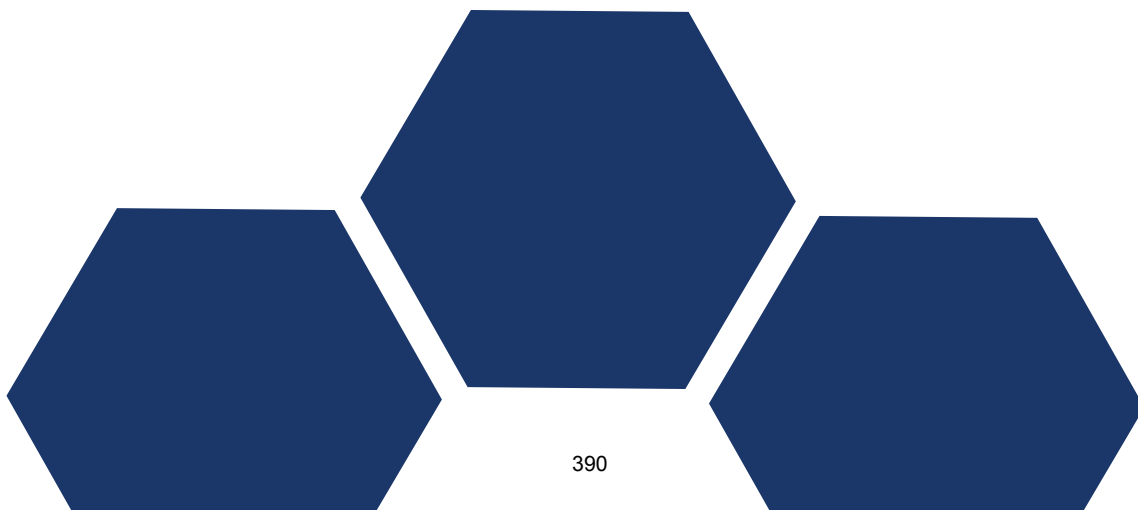
**CID (COMMUNITY IMPROVEMENT DISTRICT)**  
- A Community Improvement District may be either a political subdivision or a not-for-profit corporation. CID's are organized for the purpose of financing a wide range of public-use facilities and establishing and managing policies and public services relative to the needs of the district.

**CITY COUNCIL** – The governing body elected by the citizens of a municipality to provide policy direction for the operations of the city. Currently, for the City of Raymore, this consists of a Mayor who is elected at large and 8 Council Members who are elected from four wards – two Council Members per wards.

**COMMODITIES** - Expendable items that are consumable or have a short life span. Examples include office supplies, gasoline, and asphalt.

**COMPETITIVE BID** – The used of a sealed bid process where the bid contains the price and terms offered by the vendor for the good or service sought by the purchaser who awards the bid based on the best qualifications, price and terms.

**CONSTANT (OR REAL) DOLLARS** - The presentation of dollar amounts adjusted for inflation to reflect the real purchasing power of money as compared to a certain point of time in the past.



**CONSUMER PRICE INDEX (CPI)** - A statistical description of price levels provided by the U.S. Department of Labor. This index is used as a measure of the increase in the cost of living (economic inflation).

**CONTINGENCY RESERVE** - A budgetary reserve set-aside for emergencies or unforeseen expenditures not included in the budget.

**CONTRACTUAL SERVICES** – Contractual services are professional fees for legal counsel, advertising, auditing, testing, service and equipment rentals, education, training and travel expenses.

**COVENANT** - A legally binding commitment by the issuer of municipal bonds to the bondholder. An impairment of a covenant can lead to a Technical Default. With respect to municipal bonds, covenants are generally stated in the bond contract.

**CPA** – Certified Public Accountant

**CPE** – Continuing Professional Education.

**CSR** – Code of State Regulations. The regulations derived from state statute used to operated the various departments and offices of state government. The State’s policy and procedures manual.

**CURRENT TAXES** - Taxes levied and due within a one-year period, in relation to real and personal property taxes.

**DARE** – Drug Abuse Resistance Education

**DEBT RATIO** - The ratio of the issuer’s general obligation debt to a measure of value, such as real property valuations, personal income, general fund resources, or population.

**DEBT SERVICE** - Required payments for principal and interest.

**DEBT SERVICE FUND** - A fund established to account for the accumulation of resources for, and the payment of long term debt principal and interest.

**DEBT SERVICE RESERVE FUND** - A bank trustee account established by the trust indenture and used as a backup security for an issuer’s bonds. It usually amounts to one year’s debt service, and can be drawn on by the Trustee in the event of an impairment of the Trust indenture.

**DEDICATED TAX** - Taxes that are levied to support a specific government program or purpose. For example, a 1% sales tax for park maintenance can only be used to cover the expenses to maintain an entity’s parks.

**DEFEASANCE** - Termination of the rights and interests of the bondholders and of their lien on the pledged revenues in accordance with the terms of the bond contract for the prior issue of bonds. Defeasance usually occurs in connection with the refunding of an outstanding issue before the final payment, or provision for future payment, of principal and interest on a prior issue.

**DELINQUENT TAXES** - Taxes that remain unpaid after the due date and which have penalty and interest attached. In Missouri, tax statements are mailed in November and are due by December 31.

**DEMAND DEPOSIT** – Accounts with financial institutions or cash management pools where cash may be deposited or withdrawn at any time without prior notice or penalty.

**DEPARTMENT** - A major administrative organization unit of the City that includes management responsibility for one or more operating divisions.

**DEPRECIATION** - The process of recognizing the physical deterioration of assets over a period of time. All assets are assigned an estimated life when purchased and a portion of the purchase price is charged off each year in recognition of wear and tear. Depreciation is recorded only in enterprise funds for the purpose of calculating net income for such funds.

**DEVELOPMENT FEES** - Those fees generated by building, development and growth in a community. Included are building permits, site plan review fees, zoning, planning, and subdivision fees.

**DISCOUNT** - The amount of dollars by which market value of a bond is less than par value or face value.

**DISCOUNT BONDS** - Bonds which sell at a dollar price below par in which case the yield would exceed the coupon rate. The difference between the discount price and the maturity price is subject to federal capital gains tax except in the case of Original Issue Discount Bonds, which are tax exempt.

**DISCOUNT NOTE** - Non-interest-bearing note sold at a discount and maturing at par. A U.S. Treasury Bill is a discount note.

**DISBURSEMENT** - The expenditures of money from an account.

**DIVISION** - An organization unit of the City that indicates management responsibility for a specific activity.

**DOR** - Department of Revenue. The department responsible for the collection, audit and distribution of taxes, titling and registering motor vehicles and licensing drivers.

**DRC** - Development Review Committee.

**EATS** - Economic Activity Taxes. The increase in economic activity taxes or sales taxes generated by the redeveloped within a TIF area. The difference between the original sales tax revenues of the area and the new sales tax revenues after redevelopment is EATS and is proportionately used to pay on the TIF Bonds used for the redevelopment of the area. Generally, in the State of Missouri, 50% of the difference is designated for repayment.

**EMPLOYEE (OR FRINGE) BENEFITS** - Contributions made by a government to meet commitments or obligations for employee benefits. Included is the government's share of Social Security

and various pension, life, and medical plans.

**ENCUMBRANCE** - The commitment of funds to purchase an item or service. To encumber funds means to set aside funds to pay future cash expenditures.

**ENTERPRISE FUND ACCOUNTING** - Accounting used for government operations that are financed and operated in a manner similar to business enterprises and for which preparation of an income statement is desirable.

**ESCROW FUND** - A fund that contains monies that only can be used to pay debt service.

**EXPENDITURES** - A decrease in the net financial resources of the City due to the acquisition of goods or services.

**EXPENSE** - Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest and other charges.

**FASB** - Financial Accounting Standards Board. A nongovernmental body with the authority to promulgate Generally Accepted Accounting Principles (GAAP) and reporting practices. These are published in the form of FASB Statements. Practicing CPAs are required to follow the FASB pronouncements in the accounting and financial reporting functions. The FASB is independent of other companies and professional organizations.

**FEASIBILITY STUDY** - A report of the financial practicality of a proposed project and financing thereof, which may include estimates of revenues that will be generated and a revenue of the physical operating, economic or engineering aspects of the proposed project.

**FEDERAL HOME LOAN MORTGAGE CORPORATION (FHLMC)** - publicly chartered agency that buys qualifying residential mortgages from lenders, packages them into new securities backed by those pooled mortgages, provides certain guarantees, and then resells the securities on the open market. The corporation's stock is owned by savings institutions

across the U.S. and is held in trust by the Federal Home Loan Bank System. Nicknamed “Freddie Mac,” it has created an enormous secondary market, which provides more funds for mortgage lending and allows investors to buy high yielding securities backed by federal guarantees.

**FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA)** - publicly owned, government-sponsored corporation chartered in 1938 to purchase mortgages from lenders and resell them to investors. Nicknamed “Fannie Mae,” the corporation mostly packages mortgages backed by the Federal Housing Administration, but also sells some non-governmentally backed mortgages. These blocks are bought and sold by investors.

**FEMA** – Federal Emergency Management Agency

**FIDUCIARY FUNDS** – Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government’s own programs. The fiduciary fund category includes pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds and agency funds. [SGAS 34]

**FINANCIAL ADVISOR** – A professional advisor offering financial counsel. The advisor can either earn commissions on the products they sell or they charge fees for their services and sell no products. Generally a bank, investment-banking company or independent consulting firm that advises the issuer on all financial matters pertaining to a proposed issue and is not part of the underwriting syndicate.

**FINANCIAL ACCOUNTING FOUNDATION (FAF)** – The institution that funds the FASB and appoints its members. Founded in 1972, the FAF is composed of nine trustees chosen by the board of directors of the American Institute of Certified Public Accountants(AICPA).

**FISCAL AGENT** - Also known as the Paying Agent, the bank, designated by the issuer, to pay interest and principal to the bondholder.

**FINES & FORFEITURES** - Revenues generated

from fines and penalties levied for commission of statutory offenses and violations of City Ordinances.

**FISCAL POLICY** - A government’s policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investments. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

**FISCAL YEAR** - A 12-month period to which the annual operating budget applies. The City of Raymore operates on a fiscal calendar year basis of November 1 through October 31.

**FRANCHISE FEE** - A fee paid by public service utilities for use of public right-of-way to deliver their services. The City currently has franchise agreements in place for Electric, Natural Gas, Telephone, and Cable services.

**FULL FAITH AND CREDIT** - A pledge of a government’s taxing power to repay debt obligations.

The pledge of “the full faith and credit and taxing power without limitation as to rate or amount.” A phrase used primarily in conjunction with General Obligation bonds to convey the pledge of utilizing all taxing powers and resources, if necessary, to pay the bondholders.

**FULL-TIME EQUIVALENT POSITION (FTE)** - A way to measure an employee’s productivity or involvement in an activity or project. It is generally calculated as how a part-time position in an activity or project is converted to the decimal equivalent of a full-time position based on 2,080 hours of work per year. For example, a part-time clerk working 20 hours per week would be the equivalent to .5 of a full time position.

**FUND** - An accounting entity with a self-balancing set of accounts that record financial transactions for specific activities or government functions.

**FUND BALANCES** - The excess of assets over liabilities and reserves.



**GAAP** - Generally accepted accounting principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles. In the audit report, the CPA must indicate that the client has followed GAAP on a consistent basis.

**GAAS** – Generally Accepted Auditing Standards. Rules and guidelines promulgated by the AICPA's Auditing Standards Board which are followed by CPAs in the preparation and performances of financial statement audits. A CPA who does not conduct an examination in accordance with GAAS can be held in violation of the AICPA's Code of Professional Ethics and face legal action by affected parties.

**GAO** – General Accounting Office. An agency established to assist Congress in its oversight of the executive branch and to serve as the independent legislative auditor of the federal government.

**GASB** - Government Accounting Standards Board. The organization that formulates accounting standards for governmental units.

**GASB 34** – The comprehensive changes in state and local government financial reporting issued by GASB in June, 1999. It required significant changes in an entity's reporting of Financial Statements and in Management's Discussion and Analysis for State and Local Governments. It requires that governmental entities present 1) government wide financial statements that are based on the accrual accounting basis and the flow of all economic resources and 2) governmental funds financial statements continue to be presented based on the modified accrual accounting basis and the flow of current financial resources.

**GENERAL FUND** - The fund used to account for all financial resources of the City except those required to be accounted for in a separate fund.

**GENERAL OBLIGATION BOND** – Municipal bonds backed by the full faith and credit (which includes the taxing and further borrowing power) of a municipality. It is repaid with the general revenue

of the municipality, such as property taxes and sales taxes.

**GFOA** - Government Finance Officers Association. Professional organization of governmental financial personnel and associated interested individuals that provide assistance, training and guidance to governments in the areas of accounting, audit, cash management, internal controls, debt management and general finance.

**GIS** – Geographic Information Systems. A technology that is used to view and analyze data from a geographic perspective and is considered a piece of an organization's overall information system framework. GIS links location to information (such as people to addresses, buildings to parcels, or streets within a network) and layers that information to give you a better understanding of how it all interrelates.

**GOVERNMENT ACCOUNTING STANDARDS BOARD (GASB)** – the organization that formulates accounting standards for governmental units. It is under the auspices of the Financial Accounting Foundation.

**GOVERNMENTAL FUNDS**– Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue fund, debt service fund, capital projects funds, and permanent funds.

**GPS** – The Global Positioning System (GPS) is a satellite-based navigation system made up of a network of 24 satellites placed into orbit by the U.S. Department of Defense.

**GRANT** - A contribution by a government or other organization to support a specific function or operation.

**HVAC** – (Heating, Ventilation, and Air Conditioning) refers to technology of

indoor or automotive environmental comfort. HVAC system design is a major subdiscipline of mechanical engineering, based on the principles of thermodynamics, fluid mechanics, and heat transfer.

**INDUSTRIAL DEVELOPMENT BONDS** - (IDBs) also called Industrial Revenue Bonds (IRBs). Used to finance facilities for private enterprises, water and air pollution control, ports, airports, resource-recovery plants, and housing, among others. The bonds are backed by the credit of the private corporation borrower rather than by the credit of the issuer. Also known as Conduit Bonds. Private purpose bonds are limited by federal law to \$50 times the state's population on an annual basis.

**INTERFUND TRANSFERS** - Transfer of resources between two funds of the same governmental unit.

**INTEREST EARNINGS** - Revenue derived from the investment of cash on hand during the year in securities as specified by the City investment policy.

**INTERGOVERNMENTAL REVENUE** - Revenue received from Federal, State or local government bodies. Includes payment from other taxing authorities such as a School District.

**INTERNAL CONTROL** – an integral component of an organization's management that provides reasonable assurance that the following objectives are being achieved: 1) effectiveness and efficiency of operations; 2) reliability of financial reporting and 3) compliance with the applicable laws and regulations.

**ITS** – Information Technology Services..

**LAPSING APPROPRIATION** - An appropriation that expires after a set period of time, generally for the term of the budget year. At the end of the specified period, any unencumbered or unexpended balance lapses.

**LEGAL OPINION** - A written opinion from bond counsel that an issue of bonds was duly authorized and issued. The opinion usually includes the statement, "interest received thereon is exempt from federal taxes and, in certain circumstances, from state and

local taxes."

**LETTER OF CREDIT** - A form of supplement or, in some cases, direct security for a municipal bond under which a commercial bank or private corporation guarantees payment on the bond under certain specified conditions.

**LEVEL DEBT SERVICE** - Principal and interest payments that, together, represent more or less equal annual payments over the life of the loan. Principal may be serial maturities or sinking fund installments.

**LEVY** - The imposition or collection of an assessment of a specified amount for the support of government activities. The Levy amount for the City of Raymore is \$0.4685 for the General Fund, \$0.1261 for the Park Fund and \$0.7170 for the Debt Service Fund.

**LICENSES, PERMITS, & FEES** - Revenues collected by the City from individuals or business concerns for rights or privileges granted by the City.

**LINE ITEM BUDGET** - Budget that is prepared on the basis of individual accounts of what is to be spent such as office supplies, paper supplies, or equipment maintenance.

**LONG TERM DEBT** - Debt that is repaid over a period of time longer than one year.

**MAINTENANCE** - All materials or contract expenditures used for repair and upkeep of City buildings, equipment, systems, or land.

**MACA** – Missouri Association of Court Administrators.

**MARC** – Mid-America Regional Council. Serves as the association of city and county governments and the metropolitan planning organization for the bi-state Kansas City region.

**MARCIT** - Mid-America Regional Council Insurance

Trust. Provides insurance and loss prevention services to members of MARC.

**MATERIALS & SUPPLIES** - Expendable operating supplies necessary to conduct daily departmental activity.

**MERP** - (MIS Equipment Replacement Program) A planning tool used to set aside funds to maintain and replace machinery and information system equipment.

**MODIFIED ACCRUAL ACCOUNTING** - A basis of accounting in which revenues are recognized in the period in which they become both available and measurable. Expenditures are recognized in the period in which a liability is incurred.

**MUNICIPAL BOND** - Bonds issued by any of the 50 states, the territories and their subdivisions, counties, cities, towns, villages and school districts, agencies, such as authorities and special districts created by the states, and certain federally sponsored agencies such as local housing authorities. Historically, the interest paid on these bonds has been exempt from federal income taxes and is generally exempt from state and local taxes in the state of issuance. There are approximately \$1.3 trillion municipal bonds outstanding and they generate about \$50 billion tax-free interest income each year.

**MUTCD** - The Manual on Uniform Traffic Control Devices, or MUTCD defines the standards used by road managers nationwide to install and maintain traffic control devices on all public streets, highways, bikeways, and private roads open to public traffic. The MUTCD is published by the Federal Highway Administration (FHWA) under 23 Code of Federal Regulations (CFR), Part 655, Subpart F.

**NACM** - National Association of Court Management.

**NPDES** - National Pollutant Discharge Elimination System. Part of the EPA (Environmental Protection Agency) Act that requires state and federal permitting and oversight of the City's storm sewer system.

**NET ASSET VALUE (NAV)** - The market value of all the bonds in a mutual fund portfolio divided by all the outstanding shares.

**NET BONDED DEBT** - Gross general obligation debt less self-supporting general obligation debt, housing bonds, water revenue bonds, etc..

**NET INTEREST COST (NIC)** - Generally speaking, issuers award competitive bond sales to the underwriter bidding the lowest NIC. It represents the average coupon rate weighted to reflect the time until repayment of principal and adjusted for the premium or discount.

**NET REVENUE AVAILABLE FOR DEBT SERVICE** - Usually, gross operating revenues of an enterprise less operating and maintenance expenses but exclusive of depreciation and bond principal and interest. Net revenue as thus defined is used to determine coverage on revenue bond issues.

**NID** - Neighborhood Improvement District, A Neighborhood Improvement District (NID) may be created in an area desiring certain public-use improvements that are paid for by special tax assessments to property owners in the area in which the improvements are made. The kinds of projects that can be financed through an NID must be for facilities used by the public, and must confer a benefit on property within the NID.

**OFFICIAL STATEMENT (OS)** - A document (prospectus) circulated for an issuer prior to a bond sale with salient facts regarding the proposed financing. There are two OSs, the first known as the preliminary, or "red herring" - so named not because it smells but because some of the type on its cover is printed in red - and it is supposed to be available to the investor before the sale. The final OS must be sent to the purchaser before delivery of the bonds.

**OPERATING BUDGET** - That portion of the annual budget that provides a financial plan for the daily operations of government. Excluded from the operating budget are capital project expenditures that are accounted for in the Capital Projects Budget portion of the annual budget.



**OPERATING EXPENSES** - The cost for personnel, materials and equipment required for a department to function,

**OPERATING TRANSFER** - A transfer of resources from one fund to another.

**ORDINANCE** - A formal legislative enactment by the governing body of a municipality. An ordinance has full force and effect of law within the boundaries of the municipality. All revenue raising measures such as the imposition of taxes, special assessments, or service charges require an ordinance.

**ORIGINAL ISSUE DISCOUNT** - Some maturities of a new bond issue that have an offering price substantially below par; the appreciation from the original price to par over the life of the bonds is treated as tax-exempt income and is not subject to capital gains tax. See also Zero Coupon Bond.

**PAR VALUE** - The face value or principal amount of a bond, usually \$5,000 due the holder at maturity. It has no relation to the market value. For pricing purposes it is considered 100.

**PARITY BONDS** - Revenue bonds that have an equal lien on the revenues of the issuer.

**PAYING AGENT** - Also Fiscal Agent. Generally a bank that performs the function of paying interest and principal for the issuing body.

**PREMIUM** - The amount, if any, by which the price exceeds the principal amount (par value) of a bond. Its current yield will be less than its coupon rate.

**PRICE TO CALL** - The yield of a bond priced to the first call date rather than maturity.

**PRIMARY MARKET** - The new issue market. Generally has the best yield rates for the issues available.

**PRINCIPAL** - The face value of a bond, exclusive of interest.

**PROPRIETARY FUNDS** - Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

**PUT BOND** - A bond that can be redeemed on a date or dates prior to the stated maturity date by the bondholder. Also known as an option tender bond.

**PAY-AS-YOU-GO BASIS** - A financial policy whereby capital outlays are funded from currently available resources rather than from debt.

**PERSONAL SERVICES** - The costs associated with compensating employees for their labor, including salaries and fringe benefits.

**PERFORMANCE MEASUREMENT** - The quantification of an entity's efficiency or effectiveness in conducting operations for the period in review. Measurement criteria can be qualitative or quantitative in nature.

**PILOTS** - Payments in Lieu of Taxes or the incremental property taxes generated by the redevelopment of an area under a TIF program. The difference between the original property tax of the area and the new property tax after redevelopment is PILOTS and is used to pay on the TIF Bonds used for the redevelopment of the area.

**PRIOR YEAR ENCUMBRANCES** - Obligations from previous fiscal years in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation, and for which a part of the appropriations is reserved. They cease to be encumbrances when the obligations are paid or are otherwise terminated.

**PROGRAM** - An organized set of activities directed toward a common purpose or goal that an entity undertakes or proposes, to carry out its responsibilities. It can be an activity or set of activities that provides a particular service to the Citizens.

**PROGRAM BUDGET** - A method of budgeting that allocates money to the functions or activities of a government rather than to specific line items of cost.

**PROGRAM MEASUREMENTS** - Specific quantitative measures of work performed within a program. Measures quantity the efficiency and effectiveness of a given program.

**PROPERTY TAXES** - Revenues derived from the levying of taxes on real and personal property located within the City limits. Property taxes are levied according to the property's assessed value.

**PROPERTY TAX RATE** - The amount per \$100 of value that will be levied against all property within the City limits. The tax rate must be adopted by the City Council annually and consists of two components: The General Operating Rate and the Parks Fund Rate and the Debt Service Rate. For 2008 the rates are \$.4647 for General Operating and \$.1251 for Parks Fund and .7170 for Debt Service, or a total rate of \$1.3068. The City's maximum tax rate for general operations is \$ 1.15 per hundred dollar of value. Any rate above this requires a vote of the Citizens of Raymore. This rate was set in 1985 as part of the statewide reassessment program.

**PUBLIC HEARING** - That portion of City Council meetings where the Citizens may present evidence and provide information on both sides of an issue.

**QUALIFIED LEGAL OPINION** - Conditional affirmation of the legal basis for the bond or note issue. The average investor should avoid any but the strongest opinion by the most recognized bond approving attorneys.

**RATINGS** - Various alphabetical and numerical designations used by institutional investors, Wall Street underwriters, and commercial rating companies to give relative indications of bond and note creditworthiness. Standard & Poor's and Fitch Investors Service Inc. use the same system, starting with their highest rating of AAA, AA, A, BBB, BB, B, CCC, CC, C, and D for default. Moody's Investors Services uses Aaa, Aa, A, Baa, Ba, B, Caa, Ca, C, and D . Each of the services use + or - or +1 to indicate half steps in between. The top four grades are

considered Investment Grade Ratings

**RAYMAC** - (Raymore Municipal Assistance Corporation) a corporation established to facilitate the purchase of land and facilities by the City.

**REDEVELOPMENT AGENCY (REDEV.)** - A legislatively established subdivision of government established to revitalize blighted and economically depressed areas of a community and to promote economic growth. Tax Allocation Bonds are issued to pay the cost of land and building acquisition and their redevelopment and are repaid by the incremental increase in tax revenues produced by the increased assessed value of the area after redevelopment. Redev. Agencies may also sell Housing Mortgage Revenue Bonds to finance housing units within the area, a fixed percentage of which must be for low-cost housing.

**REFUNDING BOND** - The issuance of a new bond for the purpose of retiring an already outstanding bond issue.

**REGISTERED BOND** - A non-negotiable instrument in the name of the holder either registered as to principal or as to principal and interest.

**REPO** - A financial transaction in which one party "purchases" securities (primarily U.S. Government bonds) for cash and simultaneously the other party agrees to "buy" them back at some future time according to specified terms. Municipal bond and note issuers have used repos to manage cash on a short term basis. (Known formally as repurchase agreements.)

**RESERVE** - An account used to indicate that a portion of a fund balance is restricted to a specific purpose.

**RESOLUTION** - Official action of the City Council directing a specific action be taken. Resolutions are less formal than an Ordinance and have less weight of law.

**RESOURCES** - Total amounts available for appropriations including estimated revenues, fund

transfers, and beginning fund balances.

**REVENUE** - Funds received by a government as a part of daily operations.

**REVENUE BONDS** - Bonds issued to finance public works projects, such as water and sewage systems that are paid from the revenues of the projects. These bonds do not have the full faith and credit of the municipality. A municipal bond whose debt service is payable solely from the revenues derived from operating the facilities acquired or constructed with the proceeds of the bonds.

**RFB** – Request for Bid.

**RFP** – Request for Proposal.

**RFQ** – Request for Qualifications.

**ROW** – Right of Way. The permitted right to pass over or through land owned by another. Generally, the strip of land in which facilities such as highways, railroads, utilities or other infrastructure are installed and maintained.

**RSMO** – Revised Statutes of the State of Missouri

**SALES TAX** - A tax placed on the value of goods sold within the City limits. The rate is set by a majority of the voters within the City. The tax is collected by the State of Missouri and remitted to the City each month.

**SERIAL BOND** - A bond of an issue that features maturities every year, annually or semiannually over a period of years, as opposed to a Term Bond, which is a large block of bonds maturing in a single year.

**SECONDARY MARKET** - The trading market for outstanding bonds and notes. This is an O.T.C. market, a free form negotiated method of buying and selling, usually conducted by telephone or computer. Traders buy and sell for their own inventory. As many as \$2 billion of issues trade each day.

**SINKING FUND** – money accumulated on a regular basis in a separate custodial account that is used to redeem debt securities.

**SINKING FUND SCHEDULE** - A schedule of payments required under the original revenue bond resolutions to be placed each year into a special fund, called the sinking fund, and to be used for retiring a specified portion of a term bond issue prior to maturity.

**SPECIAL ASSESSMENT BOND** - A bond secured by a compulsory levy of special assessments, as opposed to property taxes, made by a local unit of government on certain properties to defray the cost of local improvements and/or services that represents the specific benefit to the property owner derived from the improvement. In California these are usually 1915 Act or 1911 Act Bonds.

**SOURCE OF REVENUE** - Classification system whereby revenues are recorded according to the source they came from - that is, taxes, permits, interest, or other.

**SRF FUND** - The Missouri SRF leveraged loan program is a revolving fund established pursuant to the federal Clean Water Act of 1987. It was developed by the EIARA and the Missouri Department of Natural Resources in cooperation with the Missouri Clean Water Commission, and provides subsidized low interest rate loans to qualifying applicants to issue General Obligation and/or Revenue Bonds to secure the debt used to acquire, by purchase or construction, the needed infrastructure.

**SUPPLEMENTAL APPROPRIATION** - An appropriation of resources made by the City Council after the budget has been formally adopted.

**SWAP** - The exchange of one bond for another. Generally, the act of selling a bond to establish an income tax loss and replacing the bond with a new item of comparable value.

**TAX ANTICIPATION NOTE (TAN)** - A short-term obligation of a state or municipal government

to finance current expenditures pending receipt of expected tax payments. TAN debt evens out the cash flow and is retired once tax revenues are received.

**TAXES** - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of all the people.

**TAX BASE** - The total value of all real and personal property within the City limits as of January 1 of each year. The assessed value of assets, investment or income streams that are subject to taxation.

**TAX-EXEMPT BOND** - Bonds exempt from federal income, state income, or state tax and local personal property taxes. This tax exemption results from the theory of reciprocal immunity: States do not tax instruments of the federal government and the federal government does not tax interest of securities of state and local governments.

**T.I.F. (TAX INCREMENT FINANCING)** - An economic tool used to finance real estate development costs within a specific area of the City. Additional property taxes generated by development within the T.I.F. area are used to finance the cost of real estate and infrastructure improvements.

**TELECOMMUNICATIONS FRANCHISE TAX** - A tax levied on telecommunications companies for the privilege of operating within the city limits. This tax is similar to a business license in purpose, but is calculated on the specified gross receipts of the company's activities.

**TERM BOND** - A large block of bonds of long maturity. They may be part of a serial Bond issue; there may be more than one term bond in an issue or a single maturity. Some are subject to a sinking fund redemption.

**TDD (TRANSPORTATION DEVELOPMENT DISTRICT)** - A Transportation Development District may be created to act as the entity responsible for developing, improving, maintaining, or operating one or more "projects" relative to the

transportation needs of the area in which the District is located. A TDD may be created by request petition filed in the circuit court of any county partially or totally within the proposed district. There are specific rules that provide filing procedures and content requirements of TDD creating petitions.

**TRUSTEE** - A bank designated as the custodian of funds and official representative of bondholders. Trustees are appointed to insure compliance with the trust indenture and represents bondholders to enforce their contract with the issuer.

**UNDERLYING DEBT** - The general obligation bonds of smaller units of local government within a given issuer's jurisdiction.

**UNDERWRITER** - An agreement to purchase an issuer's unsold securities at a set price, thereby guaranteeing the issuer proceeds and a fixed borrowing cost.

**UNRESERVED FUND BALANCES** - That portion of a fund's balance that is not restricted to be used for a specific purpose and that is available for appropriation.

**UNQUALIFIED OPINION** - term used when in the auditor's judgment, that they have no reservation as to the fairness of presentation of financial statements and their conformity with GAAP.

**USER FEES** - The payment of a charge or fee for direct receipt of a service by the party benefiting from the service.

**UTILITIES** - Utilities expenditures are those incurred for gas, electric, phone, water and sewer.

**VARIABLE RATE BOND** - A bond whose yield is not fixed but is adjusted periodically according to a prescribed formula.

**VERP** - Vehicle and Equipment Replacement Program. A method by which monies are set aside in the budgetary process for the replacement of capital equipment.

**YELLOW BOOK** – Publication issued by the United States General Accounting Office (GAO) on governmental auditing standards. It is revised periodically to ensure current GAAP, GASB, GAAS, FASB and SAS pronouncements and standards are included.

**YIELD-TO-MATURITY (YTM)** - Return available taking into account the interest rate, length of time to maturity, and price paid. It is assumed that the coupon reinvestment rate for the life of the bonds will be the same as the yield-to-maturity.

**ZERO-COUPON BONDS** - A deep discount municipal bond on which no current interest is paid. Instead, at bond maturity, the investor receives compounded interest at a specified rate. The difference between the discount price at purchase and the accreted value at maturity is not taxed as a capital gain but is considered tax-exempt interest. Widely used for college savings bonds.



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