



City of  
**RAYMORE,  
MISSOURI**



**PROPOSED ANNUAL BUDGET FOR FISCAL YEAR BEGINNING NOV. 1, 2018**



# 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
Tom Circo	Ward II
Kevin Barber (Mayor Pro Tem)	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

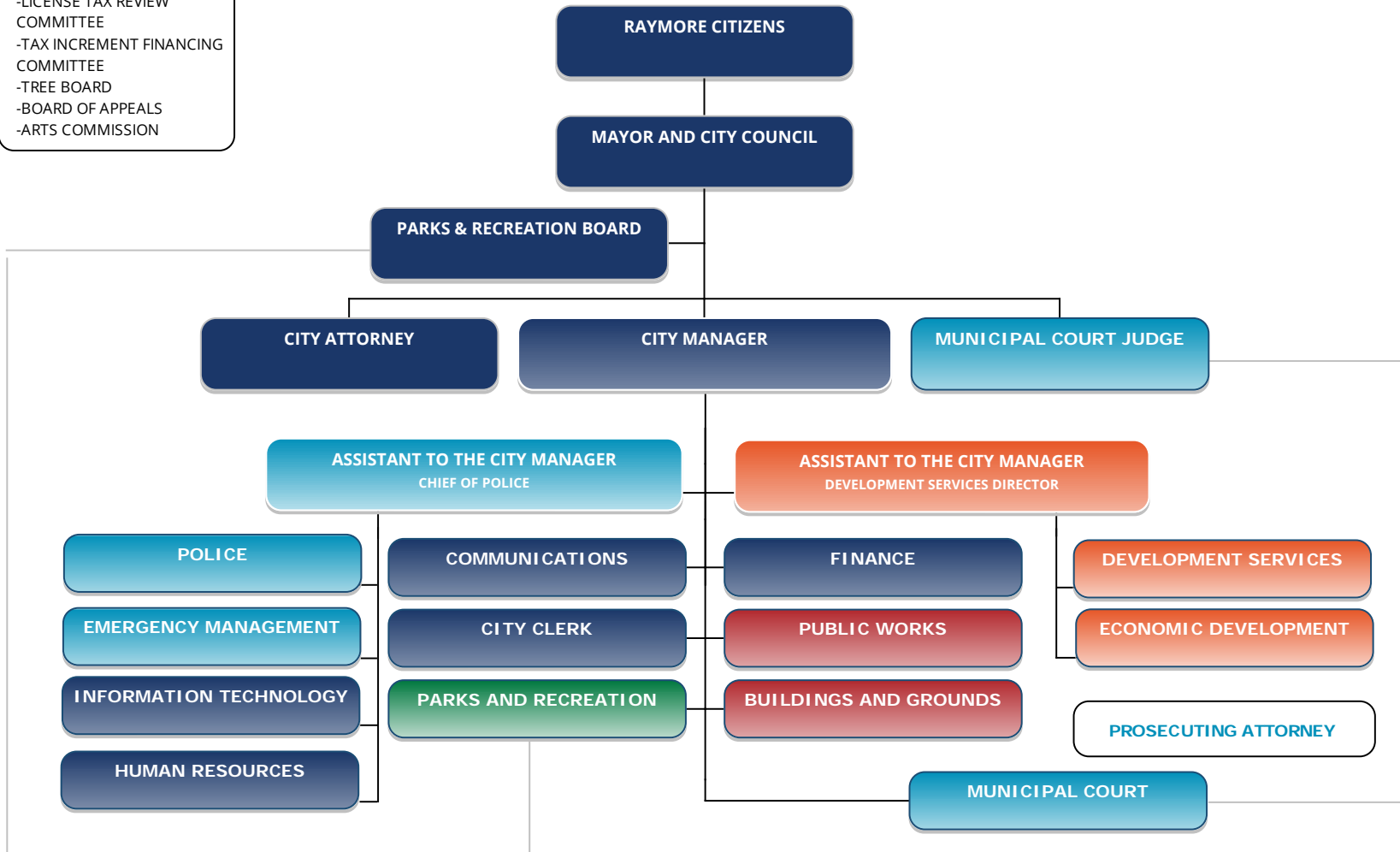
Jim Cadoret, Assistant to the City Manager / Development Services Director

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



## TABLE OF CONTENTS

City Leadership.....	i
Citywide Organizational Chart .....	ii
Table of Contents .....	iii
GFOA Distinguished Budget Presentation Award .....	ix

### 1. INTRODUCTION

City of Raymore Demographics .....	1
Financial Policies .....	11
Discussion of Budget Process & Policies .....	15
Budget/CIP Process Calendar.....	18

### 2. BUDGET MESSAGE

City Manager’s Letter to Council.....	21
City Manager’s Executive Summary / Budget Detail .....	25
Combined Operating Expenditures by Fund .....	33
Combined Operating Expenditures by Service .....	34

### 3. GENERAL FUND

<b>Budget Summary .....</b>	<b>35</b>
-----------------------------	-----------

#### **Revenue Descriptions & Trends**

Real Estate Property Tax .....	36
Personal Property Tax.....	37
Penalties.....	38
Land-Line Telecom Franchise Tax .....	40
KCP&L Franchise Tax .....	41
Osage Valley Electric Franchise .....	42
Missouri Gas Energy Franchise Tax.....	43
Internet Cable / Video Franchise Tax.....	44
Wireless Telecom Franchise Tax.....	45
City Sales Tax .....	46
Gasoline Tax.....	47
State Vehicle Sales Tax.....	48
Miscellaneous Permits.....	49
Residential Building Permits & Plan Review.....	50
Commercial Building Permits & Plan Reviews .....	51
Engineering Inspection & Plan Reviews.....	52
Land Disturbance Permits.....	53

Right of Way Fees .....	54
Zoning Fees .....	55
Street Lights .....	56
Plan Review Fees .....	57
Code Enforcement Reimbursement.....	58
Warning System Fees.....	59
Farmers Market .....	60
Arts Commission .....	61
Filing Fees.....	62
Occupational License Tax Fees.....	63
Liquor Licenses .....	64
Dog & Cat Licenses.....	65
Municipal Court Fines .....	66
DWI-Drug Offense Reimbursement.....	67
Inmate Prisoner Detainee Security Fund.....	68
Animal Shelter Donations .....	69
Animal Control Fine Revenue .....	70
Dispatch Fees.....	71
SRO Services.....	72
Police Grants.....	73
Emergency Management Grant.....	74
Copies.....	75
Refunds & Reimbursements.....	76
Interest Revenue .....	77
Miscellaneous Revenue.....	78
Cell Tower Revenue .....	79
Transfer in From Restricted Revenue Fund .....	80
Transfer in From Transportation Fund .....	81
Transfer in From Stormwater Sales Tax Fund .....	82
Transfer in From Enterprise Fund.....	83
Transfer in From Capital Projects .....	84

**Departmental Narratives, Organizational Charts & Budgets**

Administration.....	85
Administration - Human Resources.....	87
Information Technology .....	91
Economic Development .....	95
Development Services .....	99
Public Works .....	103
Public Works - Engineering.....	105
Public Works - Operations & Maintenance Division: Streets .....	109
Buildings & Grounds .....	113
Public Works - Stormwater Water Quality Division .....	117
Public Works - Stormwater System Maintenance.....	119
Municipal Court .....	123
Finance.....	127

Communications .....	131
Prosecuting Attorney .....	135
Police Department - Administration .....	139
Police Department - Operations Division .....	141
Police Department - Support Service Division.....	143
Emergency Management.....	147
Transfers to Other Funds.....	151

## 4. PARKS & RECREATION

### **Budget Summary ..... 153**

#### **Revenue Descriptions & Trends**

Real Estate Property Tax .....	154
Personal Property Tax.....	155
Interest Revenue .....	156
Miscellaneous Revenue.....	157
Park Rental Fees.....	159
Transfers from the General Fund .....	160
Transfers from the Sales Tax.....	161
Recreation Programs.....	162
Special Event Contributions.....	163
Concession Revenue.....	164
Facility Rental Revenue .....	165
Rental Fees.....	166
Centerview .....	167
Miscellaneous.....	168
Raymore Activity Center Concessions / Revenue .....	169
Facility Rental Revenue .....	170
Raymore Activity Center Programs .....	171

#### **Departmental Narratives, Organizational Charts & Budgets**

Parks Division .....	173
Recreation Division .....	177
Centerview .....	181
Raymore Activity Center .....	185

## 5. ENTERPRISE FUND

### **Budget Summary ..... 189**

#### **Revenue Descriptions & Trends**

Water Sales .....	190
Sewer Use Charge.....	191
Water Meter Supply Fee .....	192
Utility Penalties.....	193
Solid Waste Fees.....	194

Contractual.....	195
Interest Revenue .....	196
Miscellaneous.....	197
SRF Interest Credit.....	198

**Departmental Narratives, Organizational Charts & Budgets**

Water Utilities.....	199
Sewer Utilities .....	203
Solid Waste .....	207
Transfers to Other Funds.....	209
Enterprise Fund Payment to General Fund .....	210
Enterprise Fund - Debt Service.....	213

**6. DEBT SERVICE**

**General Obligation Bonds**

General Obligation Bond Narrative.....	217
Budget Summary .....	219
Legal Debt Limits .....	220
General Obligation Bond Schedules .....	221

**Revenue Bonds**

Revenue Bond Narrative.....	229
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**Special Obligation Bonds**

Special Obligation Bond Narrative.....	231
Budget Summary (Fund 45) .....	233
Special Obligation Bond Schedules .....	234
Budget Summary (Funds 52 & 53) .....	235
Special Obligation Bond Schedules .....	236

**Leasehold Revenue Bonds**

Leasehold Revenue Bond Narrative.....	239
Budget Summary .....	241
Leasehold Revenue Bond Schedules.....	242



## 7. INTERNAL SERVICE FUND

<b>VERP Fund</b> .....	<b>245</b>
Budget Summary .....	246
<b>Restricted Revenue Fund</b> .....	<b>247</b>
Budget Summary .....	249
<b>Revenue Descriptions &amp; Trends</b>	
Municipal Court Cash Bond Interest.....	250
Police Training.....	251
Interest Revenue .....	252
Transfers in From General Fund.....	253
Transfers in From Transportation Sales Tax Fund.....	254
Transfers in From Enterprise Fund .....	255

## 8. CAPITAL FUNDS

<b>Capital Budget</b> .....	<b>257</b>
<b>City Manager’s Budget Summary &amp; Comments</b> .....	<b>259</b>
Capital Project Summary by Type .....	263
Capital Project Summary by Funding Source .....	264
Capital Budget by Project Type .....	265
Capital Improvement Program by Project – 5 Year Summary .....	266
Impact of Capital Expenditures on Operating & Existing Services.....	267
<b>Capital Funds Individual Budgets</b>	
Building & Equipment Replacement (BERP Fund (05)) .....	269
Park Fee in Lieu Fund (27).....	277
Transportation Sales Tax Fund (36) .....	281
Transportation GO Bond Fund .....	291
Excise Tax Fund (37).....	295
Capital Improvements Sales Tax Fund (45) .....	299
Stormwater Sales Tax Fund ( 46).....	307
Park Sales Tax Fund (47).....	311
Parks GO Bond Fund .....	317
Water Connection Fee Fund (52).....	321
Sewer Connection Fund (53).....	325
Enterprise Capital Maintenance Fund (54).....	329

## 9. APPENDIX

### Summary Schedules

Combined Four-Year Statement of Rev., Exp. & Changes in Fund Balance .....	337
Combined Statement of Rev., Exp. & Changes in Fund Balance .....	338
Capital Funds Combined Statement of Rev., Exp. & Changes in Fund Balance .....	339
Combined Revenues by Fund.....	340
Combined Expenditures by Fund .....	342
General Fund Revenue & Expense Comparison.....	344
Park Fund Revenue & Expense Comparison.....	345
Enterprise Revenue & Expense Comparison .....	346
Property Tax Levy Distribution .....	347
Property Tax Levy – Raymore .....	348
History of Property Valuation and City Tax Levy .....	349
Property Tax Assessed Valuations by Classification .....	350
Sales Tax Breakdown.....	351
Combined Expenditures by Function .....	352
Personnel Expenditures by Type.....	353
Position Control Roster .....	354
Salary Range Chart.....	355
Step Chart.....	357
Budget Ordinance .....	358
2012 Municipal Ward Boundaries .....	361
Strategic Plan .....	363

## 10. GLOSSARY

<b>Specific Terms .....</b>	<b>385</b>
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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, 2017**

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

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, 2017. 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



*Artist Jacob Duncan mural located at Memorial Park.*

## 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 21,167.

### **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.

# 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.

## Public Schools

The Raymore-Peculiar School District consists of 10 schools, which had 6,086 students enrolled for the 2017-2018 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.

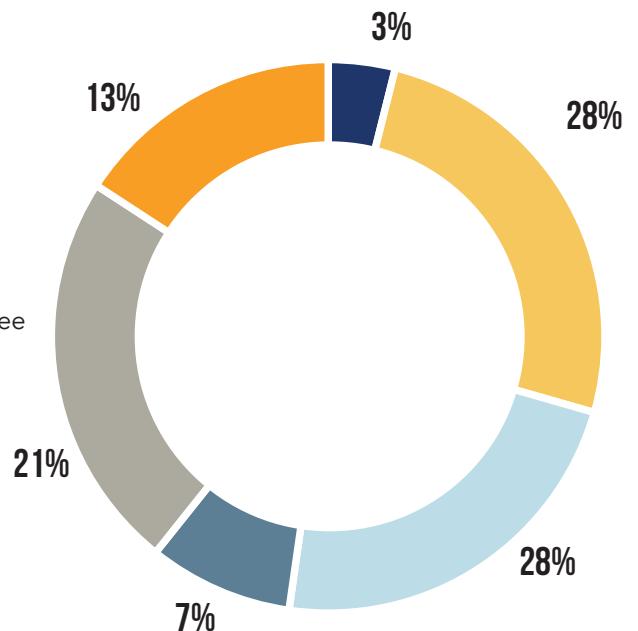
The district includes:

- 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)

- 41.3% of Raymore residents over the age of 25 have earned at least one college degree.
- 34.1% of Raymore residents have a bachelor's degree or higher. The national average is 30.3%.
- 97.2% of Raymore residents over the age of 25 are high school (or equivalent) graduates. The national average is 87%.

## Education Attainment of Raymore Residents Age 25 & Over

- No Diploma
- Associate's Degree
- High School Graduate
- Bachelor's Degree
- Some College, No Degree
- Graduate or Professional Degree



## 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:

- Arboretum with walking trail
- 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 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:

- Raymore Activity Center (*listed on the next page*)
- Six-field baseball / softball complex
- Soccer fields
- Football field

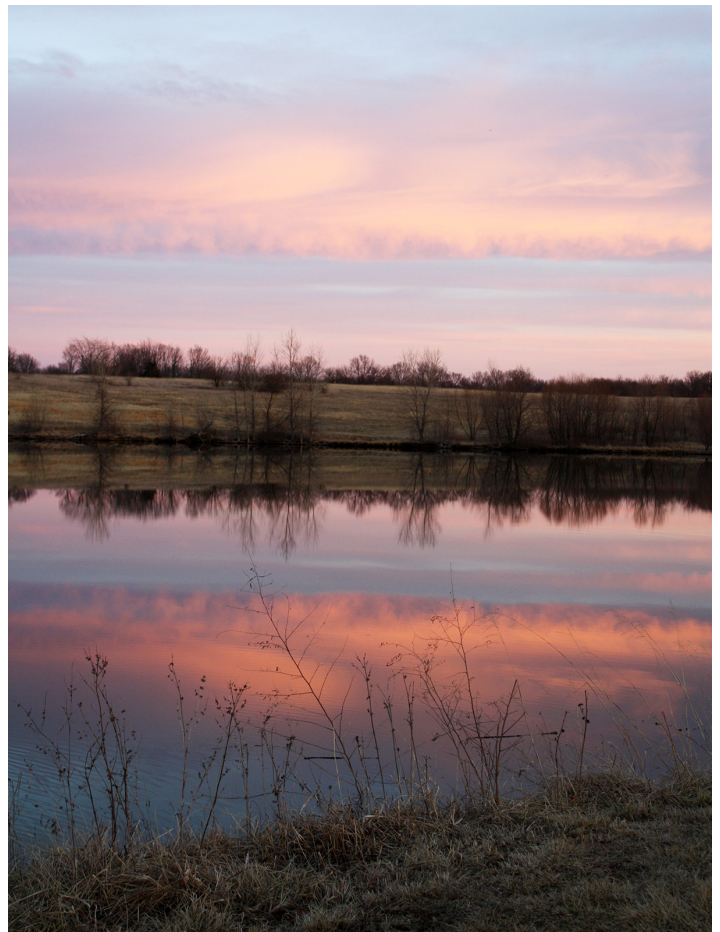
- Two concession stands
- Four lighted tennis courts
- One lighted basketball court
- Two playground areas
- Two shelter houses - Optimists Shelter and East Shelter
- A fishing pond
- Skate park
- Exercise trail (approximately 1.5 miles)
- Disc golf course

### **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 City is breaking ground on the park's newest amenities, a shelter, fishing dock, restrooms and amphitheater, later this winter.

### **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 park also includes the Depot Shelter, grills, picnic tables and wi-fi. This winter crews will break ground on the voter-approved spray-ground, ice rink, bathroom facilities and other amenities.

**Centerview - 227 Municipal Circle**

Whether planning a meeting for a few or organizing a major wedding for 350, the unique style 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.

**Raymore Activity Center - 1011 S. Madison**

This 16,000 square-foot gymnasium and multi-purpose activity center is home to City’s various athletic leagues and Summer Camp program. Residents can also rent the facility for larger events, parties and sports activities.

# ECONOMIC & DEMOGRAPHIC DATA

## COMMERCE AND INDUSTRY

### Major Employers

Employer	Product/Service	Number of Employees
1 Foxwood Springs	Senior Living Care	343
2 Wal-Mart	Retail	340
3 Ray-Pec School District*	Education	334
4 Cosentino's Price Chopper	Grocery Store	172
5 Sam's Club	Wholesale Club	170
6 Lowe's	Home Improvement	160
7 Rehabilitation Center of Raymore	Medical	155
8 City of Raymore	Government	105
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 868; the number of employees employed within the City of Raymore is 334 – Contacted Human Resources Department for school district.

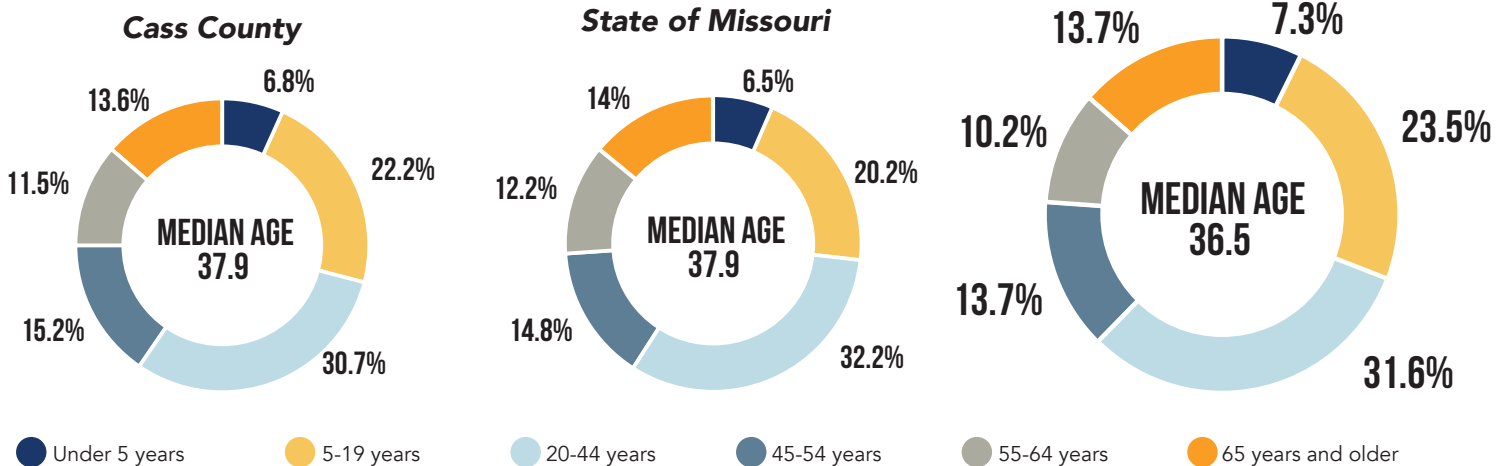
## GENERAL AND DEMOGRAPHIC INFORMATION

### Census Population Data

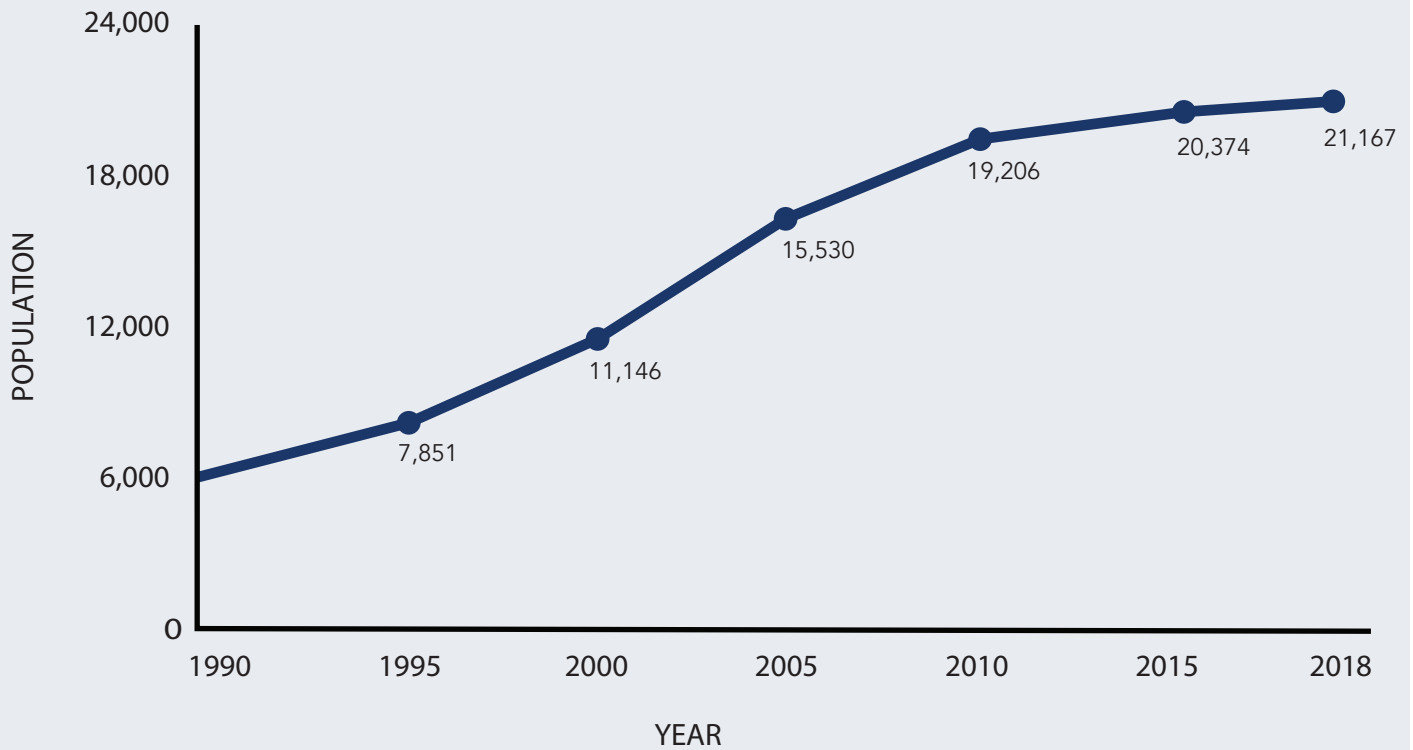
	1970	1980	1990	2000	2010
City of Raymore	587	3154	5592	11,146	19,206
Cass County	39,448	51,029	63,808	82,092	99,478
State of Missouri	4,677,623	4,916,776	5,117,073	5,595,211	5,988,927

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.

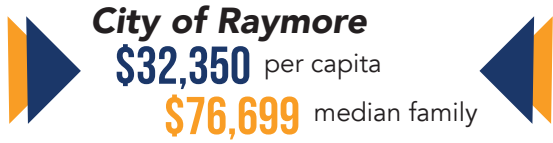
## Unemployment Figures

	2015	2016	2017	2018
<b>City of Raymore</b>				
Total Labor Force	10,954	10,902	11,165	11,372
Unemployed	430	356	372	342
Unemployment Rate	3.9%	3.3%	3.3%	3.0%
<b>Cass County</b>				
Total Labor Force	54,463	53,919	54,448	54,792
Unemployed	2,602	1,950	1,963	1,709
Unemployment Rate	4.8%	3.6%	3.6%	3.1%
<b>State of Missouri</b>				
Total Labor Force	3,113,753	3,093,755	3,059,676	3,076,794
Unemployed	155,584	123,719	124,198	101,966
Unemployment Rate	5.05%	4%	4.1%	3.3%

Source: Missouri Economic Research & Information Center (MERIC), MO Dept E.D. – Civilian Labor Force Date May 2018. The unemployment data for 2018 is as of May 2018.

# INCOME STATISTICS

Income Figures per 2013 US Census Quick Facts



## State of Missouri

**\$27,044** per capita  
**\$49,593** median family

## Cass County

**\$29,197** per capita  
**\$63,613** median family

### Median Earnings

Male (full-time)	\$57,633
Female (full-time)	\$47,253

### Employment Status

Population 16+ years	15,592
In labor force	10,432
Civilian Labor Force	10,426
Employed	10,060
Unemployed	363

### Occupation

Management, Professional	4,158
Service Occupations	1,316
Sales and Office Occupations	2,495
Natural Resources, Const. and Maint. Occupations	824
Production, Transp. & Matl Moving Occupations	1,267

Source: US Census Bureau, Quick Facts 2016 American Community Survey 5-Year Estimates

# HOUSING STRUCTURES

Housing Type	Number of Units	Percent of Units
Single-Family	6,711	80.34%
Duplex	346	4.26%
Multi-Family	1,328	15.39%

## Median Home Value per 2012-2016 American Community Survey 5-Year Estimates

**City of Raymore** | **\$178,100**  
**Cass County** | **\$161,000**  
**State of Missouri** | **\$141,200**

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



## BUILDING CONSTRUCTION

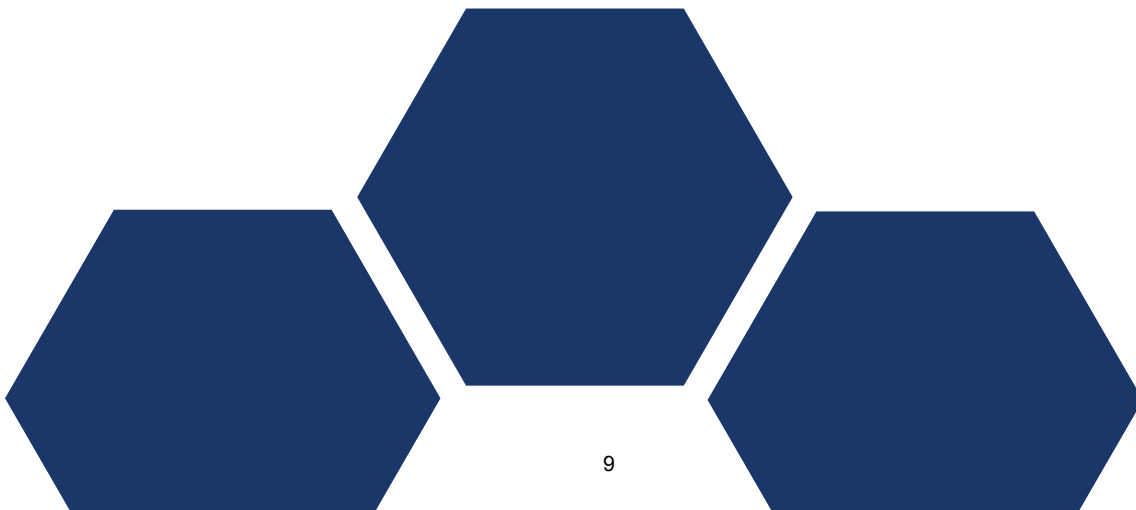
### Total Building Permits and Estimated Cost by Type

	2013	2014	2015	2016	2017
<b>Residential</b>					
Number of Permits	110	117	172	211	247
Estimated Cost	\$28,319,200	\$29,746,700	\$38,854,800	49,128,800	49,545,900
<b>Non-Residential</b>					
Number of Permits	17	17	24	21	37
Estimated Cost	\$14,576,000	\$1,353,300	\$9,157,100	987,200	8,647,900

## 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	Lowe's	\$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 2017)



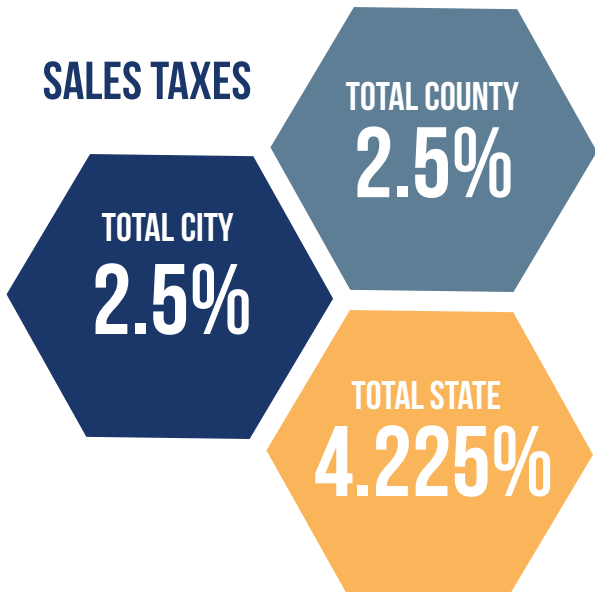


## TAX COLLECTION RECORD

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
2018	1.2856	-	-
2017	1.2859	\$4,074,263	\$3,588,950
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

\*Based on Cass County February fiscal year end.



## INCENTIVE DISTRICT TAXES

### Community Improvement District

58 Highway Regional Market CID adds .5%	9.725%
Foxwood Village CID adds .75%	9.975%
Jeter Farm CID adds .5%	9.725%
Raymore Galleria CID adds 1%	10.225%
Foxridge CID	Property tax only
Highway 58 & Dean Ave. CID adds 1%	10.225%

### Transportation Development District

East Gateway TDD adds 1%	9.975%
Hubach Hill Rd & N Cass Pkwy TDD adds .25%	9.225%
Belton/Raymore Interchange TDD adds .5%	9.475%

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**

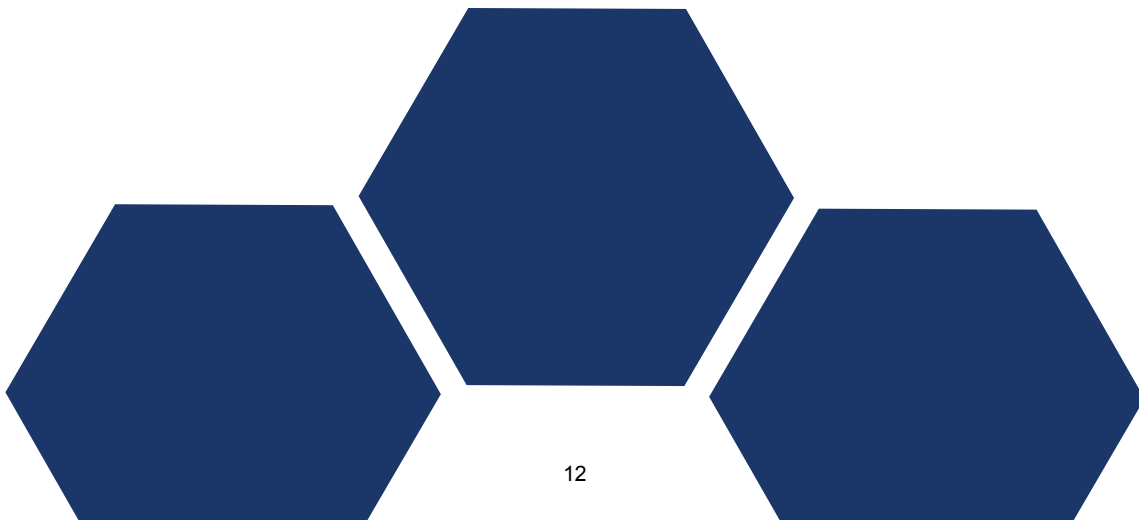
### **Resolution 03-23**

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.

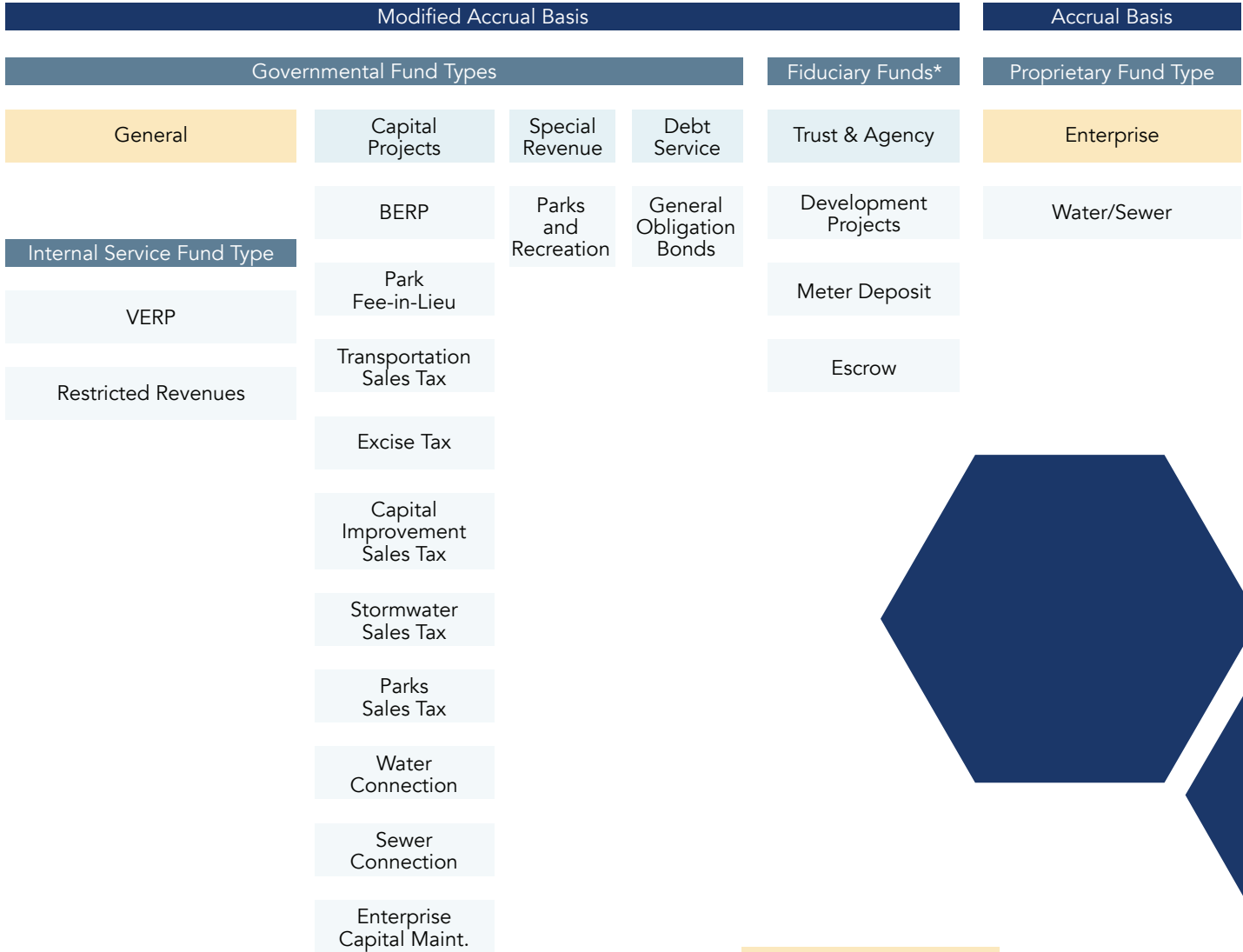
### **Proprietary Fund Types:**

#### **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. 6
CIP Committee Meets to Discuss Current/Future Projects Status	Mar. 12
CIP Committee Meets to Create Projects and Disucss Capital Fund Models	Mar. 19 - Apr. 30
CIP Committee Meets to Create Park projects/Fund models	Mar. 19-26
VERP Adjustments/Confirmations Due	Mar. 23
Budget Flow/Design Meeting	Apr. 13
Park Board Work Session - CIP review	Apr. 24
Water and Sewer Rate Analysis	May 1-4
Finalize CIP and Capital Fund Models	May 9-13
Park Board Committee Meeting - CIP review	May 10
Schedule of Fees Adjustments Due	May 13
Equipment Requests Due to Information Technology	May 13
Personnel Requests Due to Human Resources	May 13
FY 2018 End of Year Expenditure Projections Due	May 18
Finance Follow Up with Departments	May 21-25
Park Board Meeting and Approval of CIP	May 24
Water and Sewer Rate Analysis and Recommendation to Management	May 25
Department Revenue Projections and Expenditure Requests Due	Jun. 1
Department Narratives, Org. Charts, and Performance Measures for Budget Due	Jun. 1
Document Creation to Communications Director	Jun. 4-8
Water and Sewer Rate Presentation to Council	Jun. 4
Park Board Work Session - Operating Budget Review	Jun. 12
Water/Sewer Rate Public Hearing Notice to the Paper	Jun. 15
Department Budget Meetings	Jun. 18-22
Water/Sewer Rate Public Hearing Notice	Jun. 22
Park Board Meeting and Approval of Operating Budget	Jun. 26
Tax Levy Public Hearing Notice to the Paper	Jul. 13

# BUDGET CALENDAR

Finalize and Adopt	
Schedule of Fees-FY19 (Fees, Water/Sewer Rates, Excise Tax Fee) Public Hearing	Jul. 23
Park Board Meeting - Final Review of Park Budget to go to Council	Jul. 24
City Manager Changes to Communications Director 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. 16
Council - Budget/CIP Worksession	Aug. 20
Council - Tax Levy Second Reading	Aug. 27
Planning and Zoning CIP Worksession and Public Hearing	Sep. 4
Fiscal Year 2019 Budget/CIP Public Hearing Submitted to the Paper	Sep. 14
Council Budget/CIP Worksession (if necessary)	Sep. 17
Council Budget/CIP Worksession (if necessary)	Oct. 1
Council-FY19 Budget/CIP Public Hearing & 1st Reading of Budget/CIP Resolution	Oct. 8
Council-FY19 Budget Second Reading	Oct. 22
Post Adoption	
Adopted Budget Adjustments Finalized	Oct. 24
Post Adoption Memorandums Due	Nov. 2
Adopted Budget Documents to Communications Director due	Nov. 6
FY19 Adopted Budget Book Submitted to Council	Nov. 26



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City of  
**RAYMORE,  
MISSOURI**

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

**August 20, 2018**

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


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

The Proposed Operating Budget for the Fiscal Year 2018-2019 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 2018-2019 is the result of a detailed and thoughtful consideration on the part of the City Manager, Management Team, and staff over the past several months, taking into account 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 as it impacts future strategic planning and due to its 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. Therefore a great deal of time is spent in review of both operating and capital plans to assure that resources are having the greatest service impact for our citizens. 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 strategic plan, the



various comprehensive plans, and the needs expressed and desired by the citizens of Raymore. The proposed budget provides 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 to address the strategic plan and other plans described above. 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. The single expansion request represents an increase in service level or provision of a new service, program, or a significant capital equipment outlay.

### **Economic Condition and Outlook**

The City anticipates continued growth in residential and commercial development. During FY 2018 staff conservatively projects that there will be 240 residential permits issued and 9 commercial building permits issued. However, this FY 2019 budget conservatively anticipates lower growth numbers in both of those areas. Of significant note is the change in the number of budgeted residential permits. Staff has reduced the number of residential permits budgeted from 175 in FY2018 to 125 for this budget.

This lowering in housing permits, along with conservatively budgeting only a small increase in sales tax revenue and coupled with the Hancock Amendments artificial cap placed on realization of housing growth assessed valuation revenues made preparation of the FY 2019 budget very challenging. All personnel are proposed to be advanced to the next step on the salary chart and all steps have been increased by 1.5%, 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 2016 and FY 2017, the FY 2018 adopted budget, amended budget during the year, and projected revenues and expenditures, and the FY 2019 department requested and City Manager proposed budget for Council consideration. 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 2019 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 2019 BUDGET DETAILS

## OPERATING & DEBT SERVICE FUNDS 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 surplus (revenues over expenditures during the fiscal year) of \$55,643 was projected at the end of FY 2017 when the FY 2018 Proposed Budget was submitted last year. The FY 2017 General Fund actually ended having a surplus of \$238,429. It should be noted that this surplus was in place even after a controlled draw down on fund balance through budgeted transfers to the Capital Improvement Fund and transfers to other funds for specific capital projects. The higher than projected actual surplus amount led to an increase of \$182,786 in actual beginning balance for FY 2018 for a total actual beginning balance of \$3,397,540. This actual beginning balance represented an increase in actual General Fund beginning balance from the previous year of 7.55%.

FY 2018 revenues are projected to come in \$295,476 higher (3.04%) than the FY 2018 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 \$33,501 lower (-1.49%) than budgeted. This is primarily attributable to a continued decrease in the Land Line Telephone tax of \$8,255 (-9.05%) from actual collection last year to projected collection for FY2018 and the continued increase in data use over phone use in the Wireless Telephone Tax. While the city receives franchise tax revenue on that part of phone plans that is phone use, the city does not receive franchise tax revenue on that portion of a phone plan that is data related. This led to a decrease in collections from this revenue source of \$73,213 (-21.76%) from actual FY2017 to projected FY2018.
- The Fees and Permits revenue line item is projected to come in substantially higher than budgeted by \$145,532 (40.75%) due to greater building activity than had been conservatively budgeted for.

Total Expenditures for FY 2018 are projected to be \$423,345 below the original adopted budget (-4.32%).

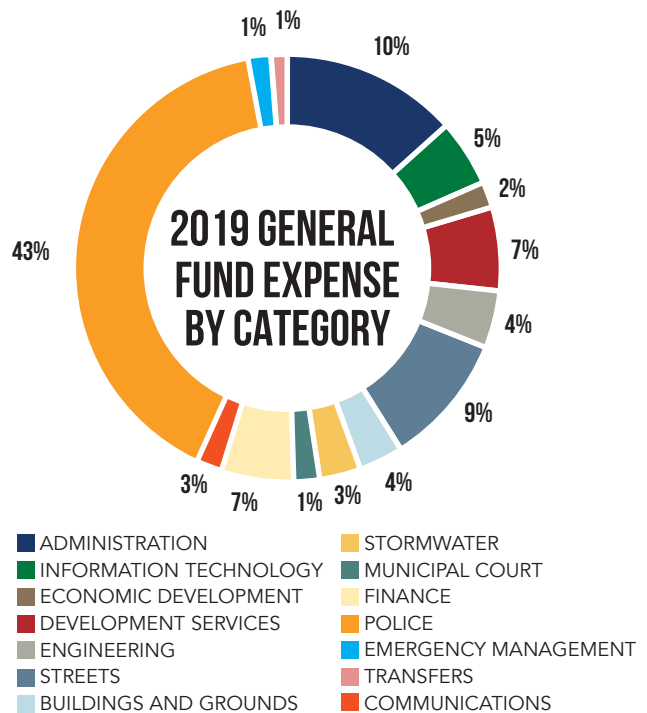
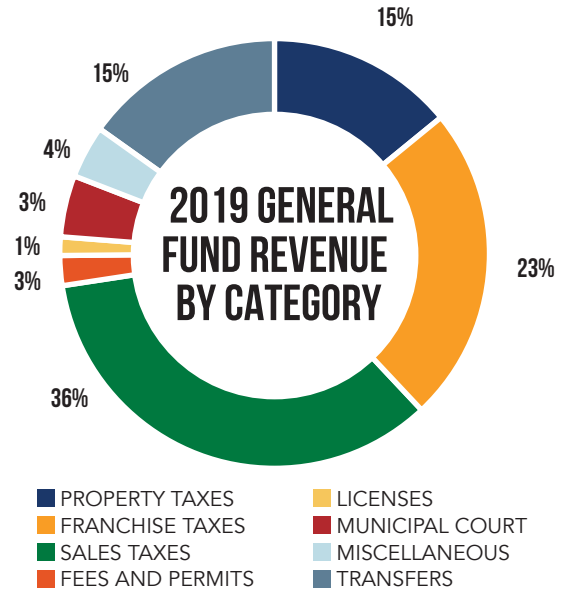
The combination of the FY 2017 higher than projected surplus, projected FY 2018 revenues being up and FY 2018 expenditures being down result in a projected unreserved (gross) fund balance at the end of FY 2018 in the amount of \$3,175,073 an amount that is \$901,607 (39.66%) more than budgeted.

**FY 2019 Revenues**

Staff projects total FY 2019 revenues budgeted to come in \$98,533 (1.01%) higher than the FY 2018 budget amount and \$196,942 (-1.96%) lower than FY 2018 projected receipts.

Some highlights of projected/budgeted FY 2019 revenues in the General Fund are as follows:

- Property Tax:** Property tax receipts in FY 2019 are budgeted to be \$71,496 higher than received in FY 2018. 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 2019 are budgeted to come in \$27,474 (1.24%) higher than the FY 2018 projected amount. The addition of 125 new residences in FY 2019 is assumed in this budgeted amount. 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 land-line connections continues to decrease.
- Sales Tax:** The Sales tax receipts in FY 2019 are budgeted to be \$177,989 (5.29%) higher than the FY 2018 Adopted Budget amount, and \$11,046 (0.31%) higher than the FY 2018 projected amount. The budget assumes no change in city sales tax from FY 2018 projected and a small 3% increase in state vehicle sales tax from the FY 2018 projected receipts. There is no budgeted revenue for FY 2019 associated with any projected retail sales outlet that is not open as of this writing.
- Fees and Permits:** Again in FY 2018 substantially more housing starts led to substantially more revenue than staff conservatively budgeted. As previously stated projected revenues for FY 2018 are anticipated to be \$145,532 (40.75%) higher than the FY 2018 budget. Staff believes that the available development for new residential housing will be decreasing over the next several years and the budgeted number of new homes starts reflects this in the budget being reduced to 125 for FY2019.



- Municipal Court:** FY 2019 Municipal Court revenues are budgeted at the FY2018 projected amount. It is clear that the 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 2019.
- **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 2019 this amount is budgeted at \$295,000.
- **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 2019 it is budgeted to transfer \$829,280. 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 \$6,000 related to the Street Preservation Program. Capital projects that do not meet this criterion are not included.

## COMPENSATION / BENEFITS / STAFFING

### **Compensation**

The FY 2019 proposed budget includes improving the entire salary chart by the 1.5% consumer price index increase for the May, 2017 to May, 2018 time frame used each year and then "stepping" all employees through the chart.

### **Health Insurance**

Health insurance benefits costs are budgeted to increase by 15% overall. At this writing final quotes have not yet been received back from BCBS for next year, but vision and dental insurances are remaining the same as the last fiscal year.

### **LAGERS**

The LAGERS (Local Agency Government Retirement System) contributions increased from 15.70% to 15.90% for the General Employee population and from 16.60% to 17.60% for the Sworn Police Department Personnel.

### **Municipal Court Clerk**

Last year, the new requirements and duties associated with implementation of the SB5 legislation and subsequent Supreme Court rules made staff believe they would require local municipal courts to increase FTE's in this department. This actual increase in the workload has not manifested itself to nearly the degree anticipated. The Municipal Court Clerk hired for the full time position has left city employment and the position is currently open. Staff recommends moving this position from full time to part time at a savings in FY 2019 of \$31,564.

### **Assistant Building Technician**

This budget calls for the creation of the position Assistant Building Technician. With the opening of Centerview, the Activity Center, and soon Hawk Ridge Park needing to be kept in first class condition along with City Hall, coupled with the need to continue to maintain the garden areas at those facilities along with

the median beautification program, there is a high necessity to bring on someone to assist. The position expense would be split 50% Parks and Recreation, 25% Buildings and Grounds - General Fund, and 25% Stormwater - General Fund.

**Adding back the City Planner position to the salary range chart**

Several years ago when this position was not refilled due to attrition the City Planner designation on the Salary Range Chart was eliminated. This proposal is to add it back to the Chart but not fill the position. The position would be added where it was taken from--Range 16 along with the Building Official. Future planning and succession planning make this a prudent addition.

## DEPARTMENTAL NOTES

Departmental items of particular note are as follows:

- **Buildings and Grounds:** The FY 2019 budget for this department is proposed to increase from the FY 2018 adopted budget by \$63,259 (20.34%). Steep increases in electrical costs and natural gas (propane) costs are the primary reason for this.
- **Municipal Court:** The FY 2019 Budget is proposed to decrease from the FY 2018 Budget amount by \$46,648 (-27.27%). This decrease is primarily associated with the change from 1 FTE to 0.5 FTE for the Municipal Court Clerk discussed in personnel above. A second lesser amount is associated with the one time purchase of a computer and software package to allow the Court access to certain secure systems for entering warrants.
- **Streets:** The FY 2019 Budget is proposed to decrease from the FY 2018 budget by \$49,512 (5.42%). This decrease primarily represents a decrease in the amount of asphalt being purchased to reflect more of this work being done within street preservation and also the fact that a one time capital purchase of a pickup was included in the FY2018 budget.

- **Economic Development:** The FY 2019 Budget is proposed to decrease from the FY 2018 budget by \$37,452 (-16.70%). This decrease primarily represents the elimination of a payment to Retail Strategies, whose services were canceled in FY 2018.

- **Development Services:** The FY 2019 budget for this department is proposed to decrease from the FY 2018 budget by \$33,131 (-4.69%). This is primarily due to a one-time addition to the department budget for new ESRI software that is now in place.

The FY 2019 Departmental Budgets for Administration, Engineering, Stormwater, Buildings and Grounds, Prosecuting Attorney, Police, and Emergency Management are all increasing slightly from FY 2018. The FY 2019 Departmental Budgets for Information Technology, Finance, and Communication are decreasing slightly.

**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:**

- Assistant Building Technician: .25 FTE Stormwater. \$8,901
- Assistant Building Technician: .25 FTE Buildings and Grounds - \$8,901

**Expansion Items Not Included in City Manager's General Fund Proposed Budget:** None

**FY 2019 Ending Fund Balance – Operations:**

After all the foregoing it is projected that the General Fund ending fund balance for FY 2019 will be a total of \$3,181,224. After reserving an amount equivalent to 20% of operating expenditures (\$1,945,572), as is the City's policy, a net unrestricted (available) fund balance of \$1,235,653 is projected at the end of FY 2019. This amount is available for additional use as the Council directs.



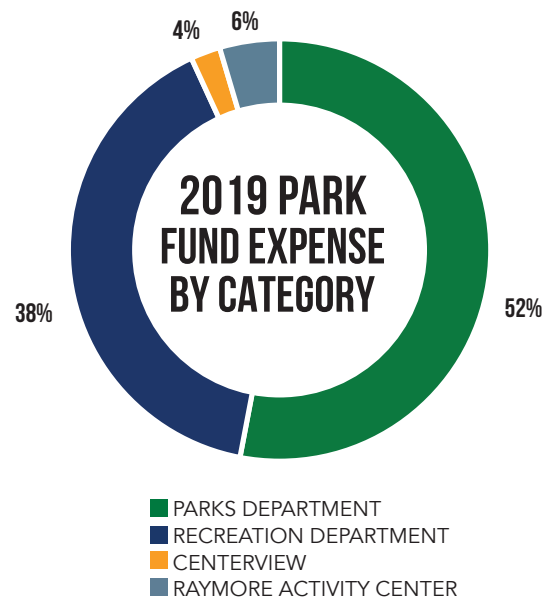
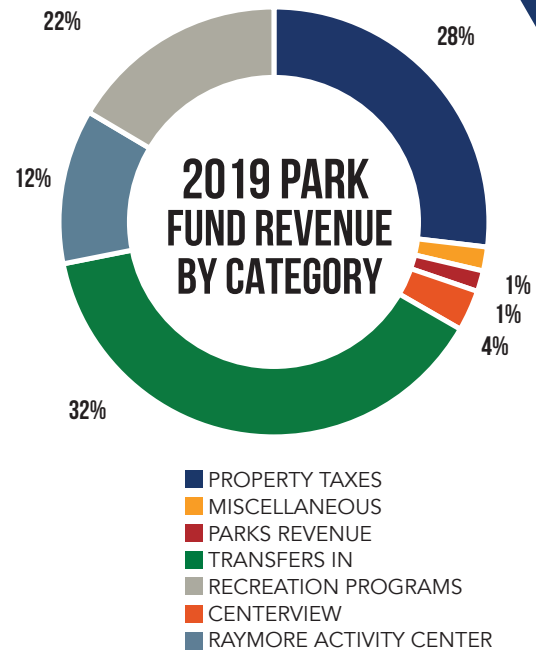
## PARK FUND

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 \$402,780 in FY 2019, or approximately 29% 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 38% of all revenue into the Park Fund. In FY 2019 a total of \$532,025 is budgeted. This amount of total revenue continues to increase with the addition of the Activity Center.
- 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 2019 it is once again budgeted to transfer \$350,000 from the Park Sales Tax Fund to the Park Fund.
- Transfer from General Fund – General Assistance:** As noted above in the discussion of Transfers from the General Fund, it is budgeted in FY 2019 to maintain the transfer to the Park Fund in the amount of \$100,000.



### Expenditures

Parks & Recreation Expenditures are budgeted to increase from the FY2018 budget amount by \$79,223. Primary additions to the expenses are the Activity Center coming on line as well as the additional .50 FTE Building Technician being proposed.

### Expansion Items

- Assistant Building Technician: .50 FTE  
Parks - \$19,234

**Expansion Items Not Included:** None

# 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 2019 revenues are projected to come in higher than FY 2018 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 2019 water and sewer use charges reflect an increase in water rates of \$0.05 and a decrease in sewer rates of \$0.10 for a net decrease in the total rate of \$0.05.

## Expenditures

### Water:

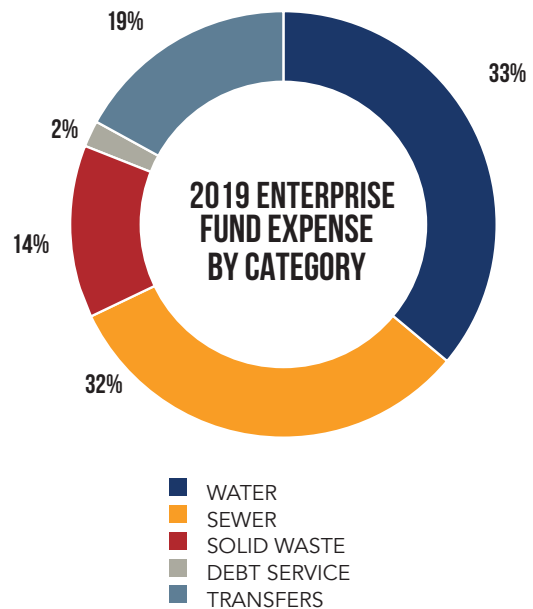
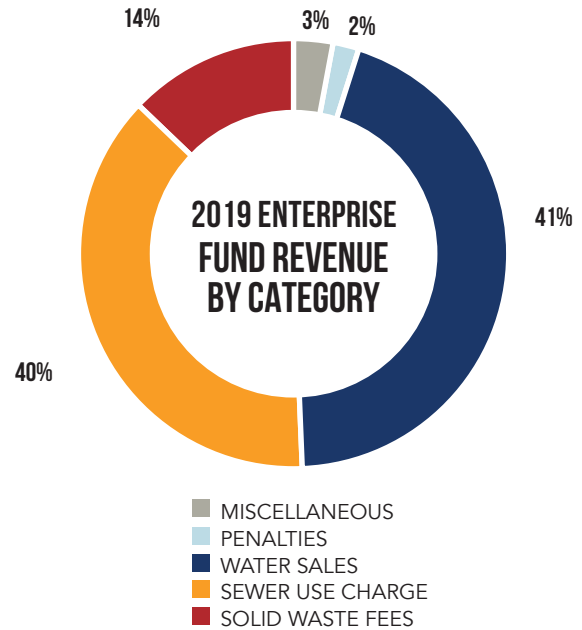
- The water division long-time expense in the amount of \$80,000 for continued conversion of water meters is being eliminated with the Council action of purchasing the entire remaining system as well as enhancements through a loan being paid off in the capital funds.
- The cost to purchase water from Kansas City Water Services (KCWS) is included in this budget. The budgeted amount for this purchase in FY 2019 is \$1,922,160.

### Sewer:

- The cost of treatment of sewer by the Little Blue Valley Sewer District is included in this budget. The budgeted amount for this service in FY 2019 is \$1,264,580.
- 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 2019.

### Solid Waste:

- Revenues and expenditures for the solid waste, recycling, and yard waste pickup 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, 2019, the cost for this service will be increased from \$12.41 to \$12.78 per household per month for unlimited solid waste, recycling, and March through December yard waste pickup.

### **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 2019 is \$829,280.
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 and maintenance, which are funded from the Water Connection Fee Fund or the Sewer Connection Fee Fund). In FY 2019 the amount for this transfer is \$600,000.
3. The Enterprise Fund has been making an annual transfer to the Restricted Revenue Fund of \$100,000 for future litigation costs. The imminent settlement of that issue leads to this practice being discontinued.

### **Expansion Items**

- Water Tap Machine, \$7,500

**Expansion Items Not Included:** None

## **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 2019 total debt service payment is scheduled to be \$3,543,002 with 10 issues outstanding. The total debt of the city is currently \$33,416,000.

## **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 2019. Purchases of new vehicles and equipment this year include:

Police Department - 3 patrol vehicles  
Street Department - 1 stainless steel salt spreader  
Park Department - 1 tiller

Due to a continued excellent trade in market for vehicles and lower than expected maintenance costs, the service life for all city fleet vehicles with the exception of patrol vehicles is being extended out by one year beginning with this fiscal year budget.

**The Restricted Revenue Fund (04)** 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.

## **CAPITAL BUDGET**

The FY 2019 Capital Budget and 2019 – 2023 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 2019 Capital Budget and five-year CIP.



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# Combined Operating Expenditures by Fund

**General Fund:**

Administration	1,024,981
Information Technology	457,561
Economic Development	186,783
Development Services	674,032
Engineering	420,592
Streets	864,408
Stormwater	301,313
Building & Grounds	374,280
Municipal Court	124,399
Finance	625,566
Communications	300,946
Prosecuting Attorney	24,940
Police	4,217,507
Emergency Management	130,550
Transfer Out	100,000

**Total General Fund** 9,827,858

**Parks and Recreation Fund:**

Parks	732,989
Recreation	537,076
Centerview	49,255
Raymore Activity Center	81,172

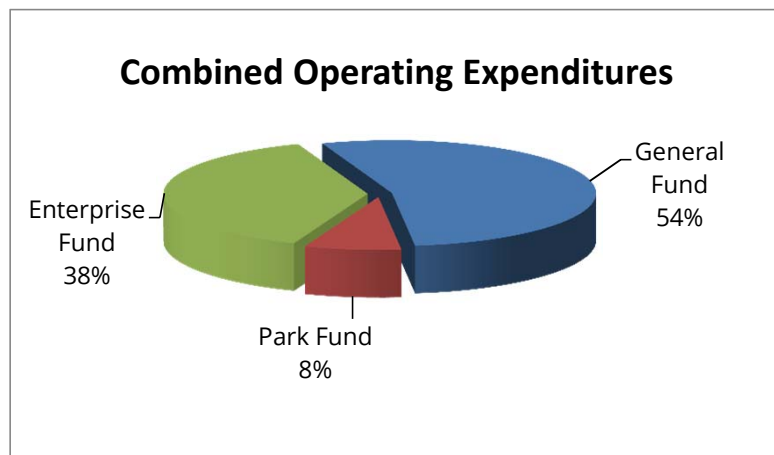
**Total Parks and Recreation Fund** 1,400,492

**Enterprise Fund**

Water	2,699,028
Sewer	2,668,391
Debt Service	153,338
Transfer Out	1,534,466

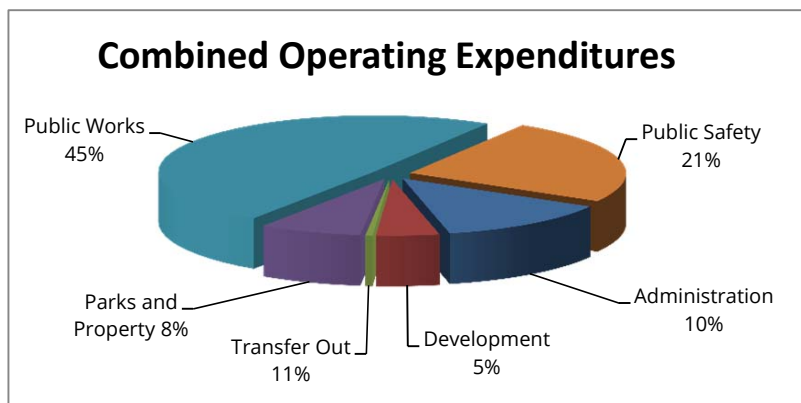
**Total Enterprise Fund** 7,055,223

**Total Combined Operating Expenditures** \$ 18,283,573



# Combined Operating Expenditures by Service

<b>Administration</b>	
Administration	1,024,981
Information Technology	457,561
Finance	625,566
Communications	300,946
<b>Total Administration</b>	<b>2,409,054</b>
<b>Development</b>	
Economic Development	186,783
Development Services	674,032
<b>Total Development</b>	<b>860,815</b>
<b>Transfer Out</b>	
Transfer Out	100,000
<b>Total Transfer Out</b>	<b>100,000</b>
<b>Parks and Property</b>	
Parks and Recreation	1,400,492
<b>Total Parks and Property</b>	<b>1,400,492</b>
<b>Public Works</b>	
Engineering	420,592
Streets	864,408
Stormwater	301,313
Building & Grounds	374,280
Water & Sewer	7,055,223
<b>Total Public Works</b>	<b>9,015,816</b>
<b>Public Safety</b>	
Police	4,217,507
Emergency Management	130,550
Municipal Court	124,399
Prosecuting Attorney	24,940
<b>Total Public Safety</b>	<b>4,497,396</b>
 <b>Total Combined Operating Expenditures</b>	 <b>\$ 18,283,573</b>



**General Fund (01)**

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed
<b>Fund Balance</b>							
Beginning of Year	3,537,319	3,159,111	3,214,754	3,397,540	3,397,540	3,175,073	3,175,073
<b>Revenue</b>							
Property Taxes	1,304,217	1,355,434	1,417,823	1,417,823	1,428,863	1,500,359	1,500,359
Franchise Taxes	2,199,361	2,131,712	2,251,722	2,251,722	2,218,221	2,245,694	2,245,694
Sales Taxes	3,301,261	3,402,707	3,365,620	3,365,620	3,532,563	3,543,609	3,543,609
Fees & Permits	388,718	525,475	357,112	357,112	502,647	237,788	237,788
Licenses	132,117	140,723	142,680	142,680	133,073	133,053	133,053
Municipal Court	422,079	356,004	381,957	381,957	320,884	320,884	320,884
Miscellaneous	391,987	394,515	353,455	353,455	429,594	388,342	388,342
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
Transfer from Stormwater S.T.	258,115	253,064	285,209	285,209	285,209	295,000	295,000
Transfer from Enterprise Fund	756,464	771,540	810,118	810,118	810,118	829,280	829,280
Transfer from Capital Funds	17,000	49,873	49,780	49,780	49,780	6,000	6,000
One-Time revenues							
<b>Total Revenue</b>	<b>9,521,319</b>	<b>9,715,047</b>	<b>9,735,476</b>	<b>9,735,476</b>	<b>10,030,952</b>	<b>9,834,009</b>	<b>9,834,009</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>13,058,638</b>	<b>12,874,158</b>	<b>12,950,230</b>	<b>13,133,016</b>	<b>13,428,492</b>	<b>13,009,082</b>	<b>13,009,082</b>
<b>Expenditures</b>							
Administration	1,185,116	1,013,233	1,003,942	1,103,942	1,092,101	1,024,981	1,024,981
Information Technology	437,337	465,464	473,750	473,750	438,792	457,561	457,561
Economic Development	163,940	184,335	224,235	224,235	173,307	186,783	186,783
Development Services	530,975	616,059	707,163	707,163	657,407	674,032	674,032
Engineering	381,304	369,128	419,021	419,021	405,586	420,592	420,592
Streets	1,019,806	883,982	913,920	913,920	826,610	864,408	864,408
Stormwater	273,391	310,303	289,053	289,053	283,854	301,313	301,313
Building & Grounds	254,774	283,316	311,021	311,021	295,335	374,280	374,280
Municipal Court	166,322	146,560	171,047	171,047	154,796	124,399	124,399
Finance	564,458	591,142	636,570	636,570	617,238	625,566	625,566
Communications	-	184,563	317,768	317,768	307,784	300,946	300,946
Prosecuting Attorney	-	22,165	20,140	20,140	21,200	24,940	24,940
Police	3,435,356	3,746,786	4,177,333	4,177,333	3,971,037	4,217,507	4,217,507
Emergency Management	113,874	126,082	129,581	129,581	126,152	130,550	130,550
	8,526,654	8,943,118	9,794,544	9,894,544	9,371,199	9,727,858	9,727,858
Other	2,121	4,000					
Transfer Out to BERP Fund	40,000						
Transfer Out to Park Fund	125,000	100,000	100,000	100,000	100,000	100,000	100,000
Transfer Out to Transportation Fund	418,000		62,220	62,220	62,220		
Transfer Out to Park Sales Tax Fund	194,000	118,000	20,000	20,000	20,000		
Transfer Out to Stormwater Sales Tax Fund	57,000						
Transfer Out to Capital Improvement Fund	536,752	301,500	600,000	600,000	600,000		
Transfer Out to Restricted Revenue Fund		10,000	100,000	100,000	100,000		
	1,372,873	533,500	882,220	882,220	882,220	100,000	100,000
<b>Total Expenditures</b>	<b>9,899,527</b>	<b>9,476,618</b>	<b>10,676,764</b>	<b>10,776,764</b>	<b>10,253,419</b>	<b>9,827,858</b>	<b>9,827,858</b>
<i>Net Revenue over/under</i>	<i>(378,208)</i>	<i>238,429</i>	<i>(941,288)</i>	<i>(1,041,288)</i>	<i>(222,467)</i>	<i>6,151</i>	<i>6,151</i>
<b>Fund Balance (Gross)</b>	<b>3,159,111</b>	<b>3,397,540</b>	<b>2,273,466</b>	<b>2,356,252</b>	<b>3,175,073</b>	<b>3,181,224</b>	<b>3,181,224</b>
<i>Less: Restricted Balances</i>							
<i>Less: Reserve Balance 20% of Exp</i>	<i>(1,705,331)</i>	<i>(1,788,624)</i>	<i>(1,958,909)</i>	<i>(1,978,909)</i>	<i>(1,874,240)</i>	<i>(1,945,572)</i>	<i>(1,945,572)</i>
<b>Available Fund Balance-End of Year</b>	<b>1,453,780</b>	<b>1,608,916</b>	<b>314,557</b>	<b>377,343</b>	<b>1,300,833</b>	<b>1,235,653</b>	<b>1,235,653</b>

# 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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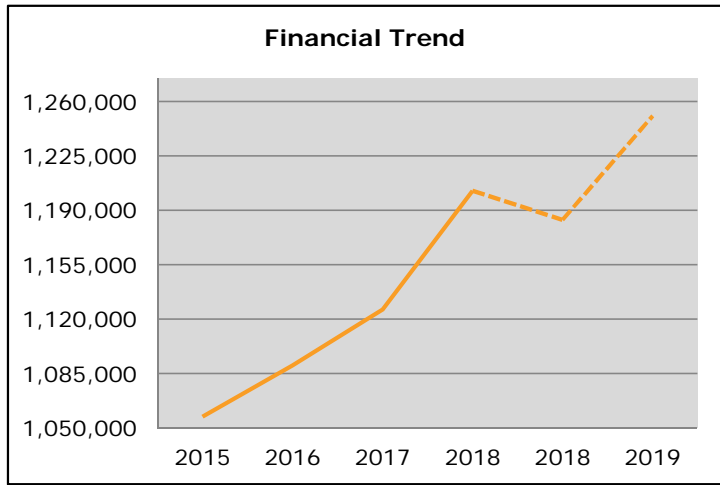
## Revenue Description

**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 FY19 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 \$282,513,915 compared to \$271,129,187 last year. The collection rate is estimated at 99%.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	1,126,200	3.30%
2018 Budget	1,202,512	6.78%
2018 Projected	1,183,904	-1.65%
2019 Estimated	1,250,816	4.08%





# Personal Property Tax

<p><b>General Ledger Codes:</b></p> <p>01-00-4020-0000</p>	<p><b>Legal Authority:</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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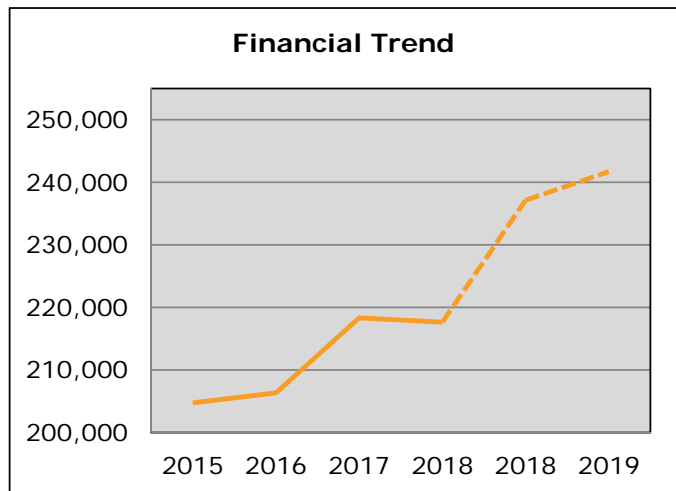
## Revenue Description

**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 FY19 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 \$52,240,676 compared to \$45,786,092 last year. The collection rate is estimated at 99%.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	218,310	5.81%
2018 Budget	217,640	-0.31%
2018 Projected	237,125	8.93%
2019 Estimated	241,698	10.15%



# 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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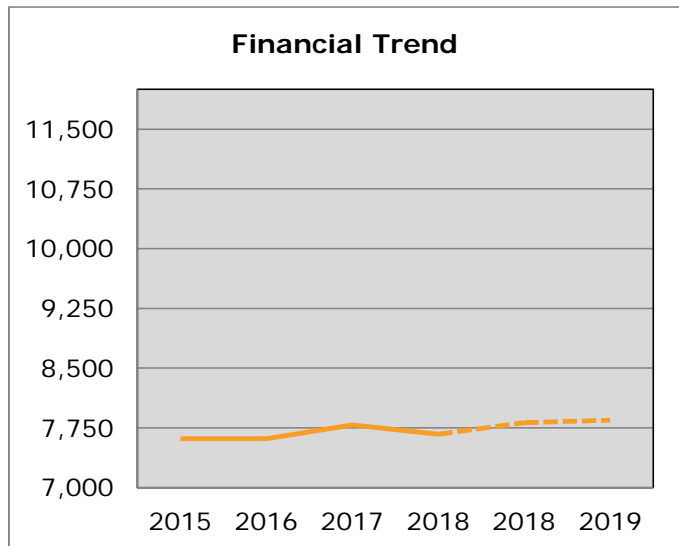
## Revenue Description

**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 FY19 revenue is estimated based on historical data trends.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	7,785	2.24%
2018 Budget	7,671	-1.46%
2018 Projected	7,815	1.85%
2019 Estimated	7,845	2.23%



# Motor Vehicle License Tax

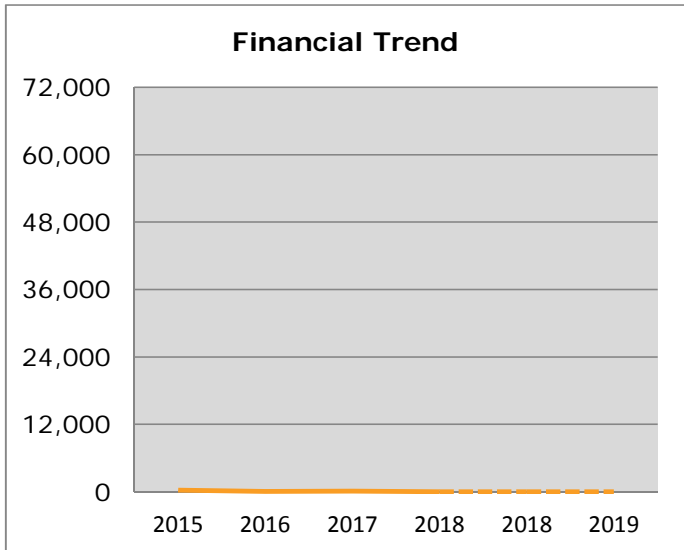
<p><b>General Ledger Codes:</b></p> <p>01-00-4045-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Charter: Article XI; Section 11.8  State Statute: Chapter 137 RSMo.  State Statute: Section 301.340 RSMo.  Missouri State Constitution: Article X</p>
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## Revenue Description

**Motor Vehicle License Tax** -Upon voter approval a municipality is authorized to impose a motor vehicle license tax. Section 301.310 RSMo. establishes the basis for the license tax as either a flat rate or based on horsepower. Through FY 2012, the City of Raymore assessed a flat \$5.00 per vehicle and billing and collection was done in conjunction with property tax through the County.

On January 23, 2012 the City Council repealed this tax, effective in FY 2013. Revenues for FY16 were therefore budgeted at zero. The amount projected represents collections of delinquent taxes associated with this tax.

Fiscal Year	Collection	Annual Percentage Change
2009 Actual	61,115	6.79%
2010 Actual	63,628	4.11%
2011 Actual	67,050	5.38%
2012 Actual	68,642	2.37%
2013 Actual	3,673	-94.65%
2014 Actual	575	-84.34%
2015 Actual	270	-53.11%
2016 Actual	48	-82.31%
2017 Actual	100	110.04%
2018 Budget	0	N/A
2018 Projected	19	19.06%
2019 Estimated	0	N/A



# Land-Line Telecom Franchise Tax

<p><b>General Ledger Codes:</b></p> <p>01-00-4060-0000</p>	<p><b>Legal Authority:</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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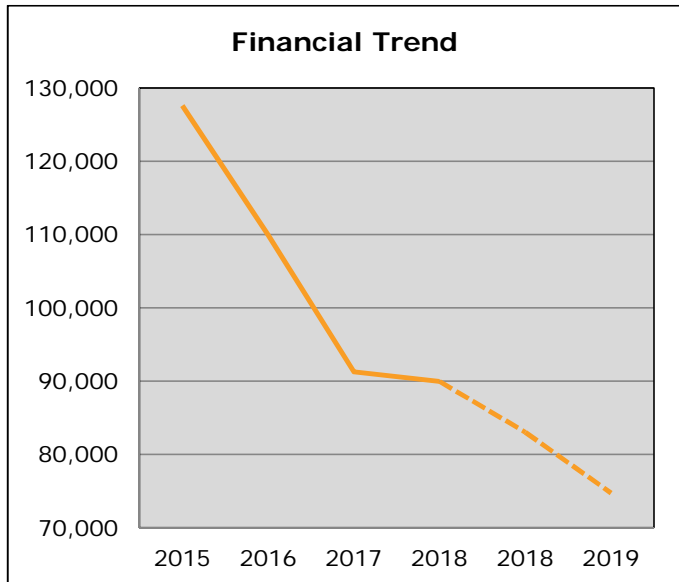
## Revenue Description

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 FY18 revenue based on current receipts and analysis of the last three years. Staff estimates FY19 revenues 10% below FY18 projected revenues. 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
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 Actual	91,259	-16.98%
2018 Budget	89,932	-1.45%
2018 Projected	83,004	-9.05%
2019 Estimated	74,703	-10.00%



# KCP&L Franchise Tax

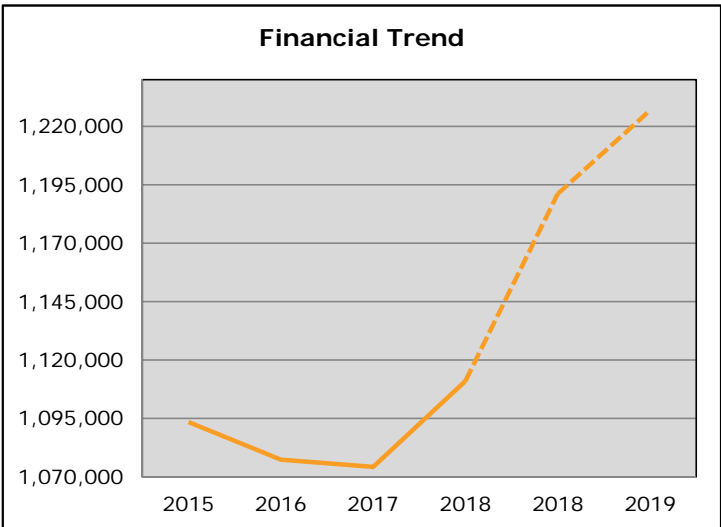
<p><b>General Ledger Codes:</b></p> <p>01-00-4065-0000</p>	<p><b><u>Legal Authority:</u></b>                  Municipal Charter: Article XII                  Municipal Code: Section 640.010                  State Statute: 393.297                  Missouri State Constitution: Article X</p>
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##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

During 2017 Staff request an audit of accounts questions the decrease of revenues being realized. During that audit it was discovered that not all of our city neighborhoods were appropriately marked within Raymore city limits. FY18 projected revenues are based on an average 11% increase of revenues over FY17 Nov-May. Staff is conservatively estimating FY19 revenues using FY18 projections.

Fiscal Year	Collection	Annual Percentage Change
2009 Actual	835,871	5.68%
2010 Actual	1,004,062	20.12%
2011 Actual	1,013,947	0.98%
2012 Actual	1,020,805	0.68%
2013 Actual	1,011,888	-0.87%
2014 Actual	1,065,830	5.33%
2015 Actual	1,093,404	2.59%
2016 Actual	1,077,295	-1.47%
2017 Actual	1,074,216	-0.29%
2018 Budget	1,110,954	3.42%
2018 Projected	1,191,063	10.88%
2019 Estimated	1,226,800	3.00%



# 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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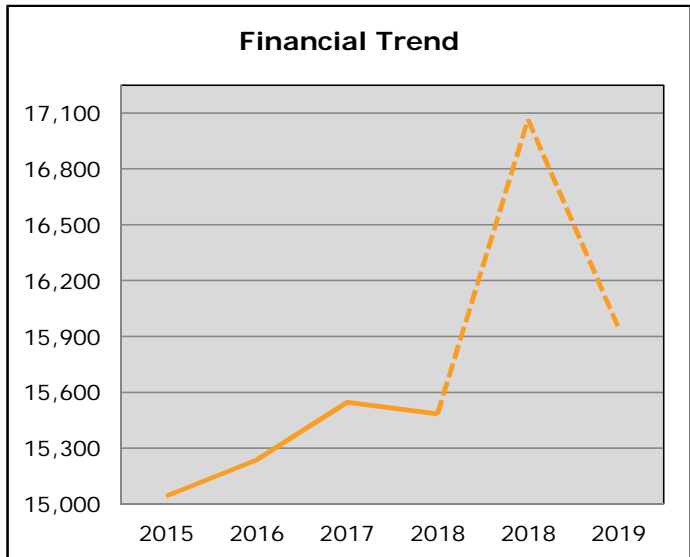
## Revenue Description

**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, FY18 projected is based YTD revenue through June and average three years revenue for July through October. The proposed FY19 revenue is conservatively estimated based on the past three years.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	15,545	2.02%
2018 Budget	15,484	-0.39%
2018 Projected	17,066	9.78%
2019 Estimated	15,949	-6.54%



# 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

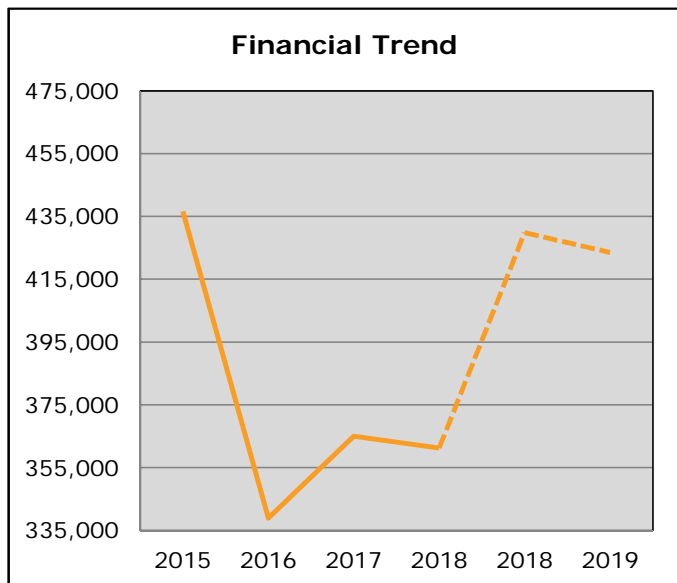
Missouri State Constitution: Article X

**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.

FY18 revenue is projected using YTD receipts through May and three-year average for Jun through Oct. FY19 revenue is estimated using the past three-year average as well as a 16% rate increase in June 2017.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	365,051	7.71%
2018 Budget	361,271	-1.04%
2018 Projected	429,807	17.74%
2019 Estimated	423,460	-1.48%



# Internet Cable / Video Franchise Tax

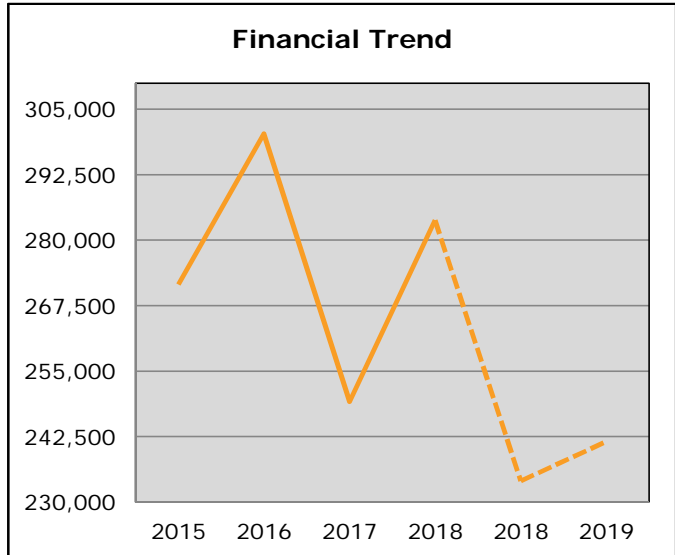
<p><b>General Ledger Codes:</b></p> <p>01-00-4080-0000</p>	<p><b>Legal Authority:</b>  Municipal Charter: Article XII  Municipal Code: Section 640.010  State Statute: 67.2689  Missouri State Constitution: Article X</p>
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## Revenue Description

**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.

FY18 revenues are projected using current receipts and historical trends. FY19 revenues are estimated using current rates and an additional 125 homes.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	249,165	-17.04%
2018 Budget	283,792	13.90%
2018 Projected	234,019	-6.08%
2019 Estimated	241,519	3.20%





# Wireless Telecom Franchise Tax

<p><b>General Ledger Codes:</b> 01-00-4090-0000</p>	<p><b>Legal Authority:</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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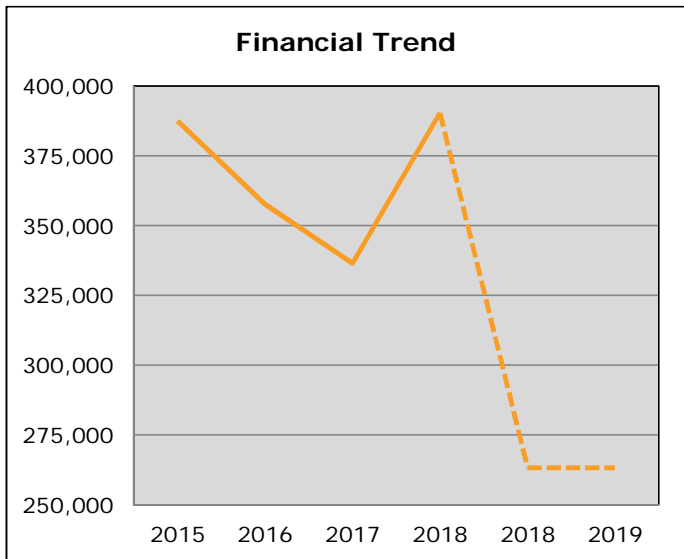
## Revenue Description

**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 FY18 revenues based on current receipts and the percentage trend being observed. FY19 estimated revenues are based on the FY18 projections.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	336,476	-5.92%
2018 Budget	390,289	15.99%
2018 Projected	263,263	-21.76%
2019 Estimated	263,263	0.00%



# City Sales Tax

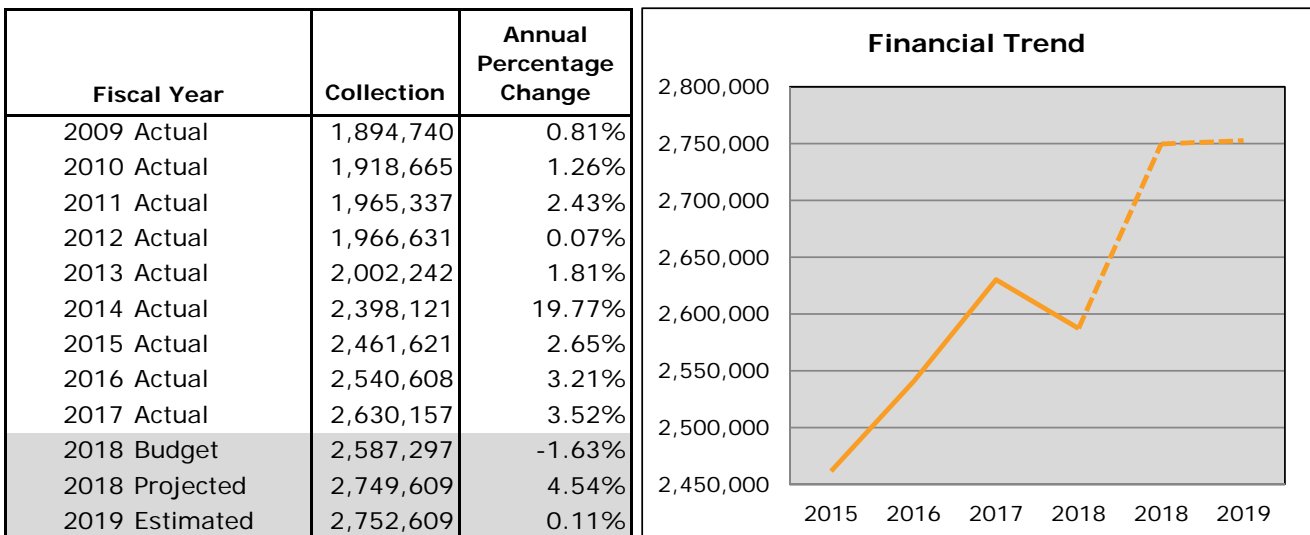
<p><b>General Ledger Codes:</b></p> <p>01-00-4100-0000</p>	<p><b>Legal Authority:</b>  Municipal Code: Sections 145.010  State Statute: 94.500-94.550 RSMo  Missouri State Constitution: Article X</p>
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## Revenue Description

**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 FY18 projected revenues are based on current receipts and a conservative 2.5% increase of receipts for July through October. The FY19 revenue is conservatively based on FY18 projections. and one new business coming to the Galleria North location.



# 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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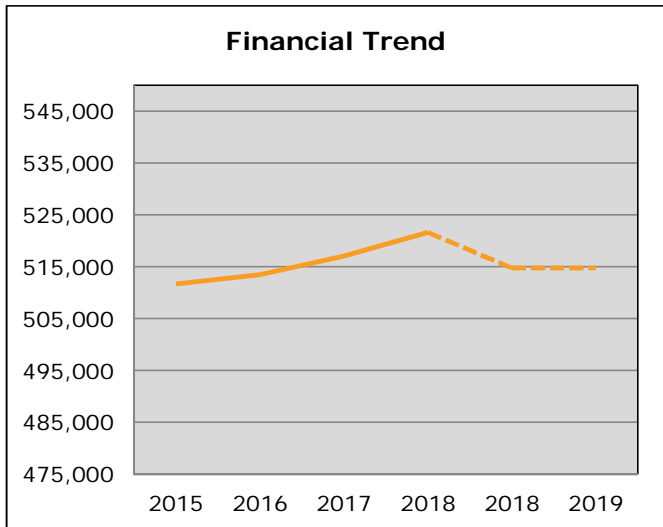
## Revenue Description

**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 FY18 projected revenues estimated revenues are projected using YTD receipts through May and two year historical trend for June through October. FY19 is estimated using FY18 projections.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	517,018	0.69%
2018 Budget	521,579	0.88%
2018 Projected	514,756	-0.44%
2019 Estimated	514,756	0.00%



# 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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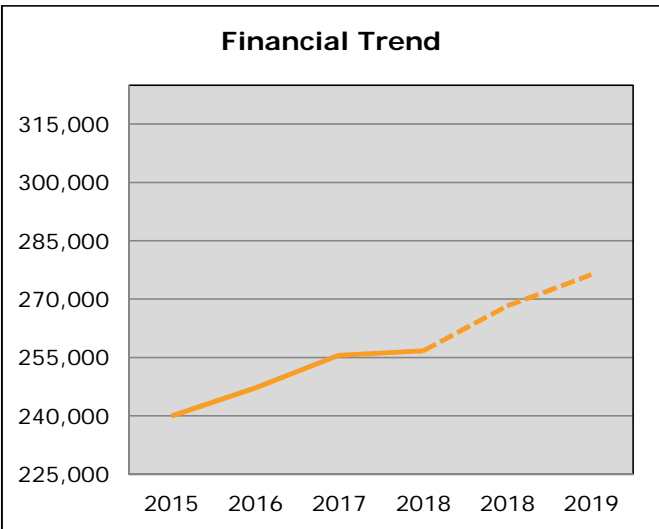
## Revenue Description

**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 FY18 projected revenues are based on YTD receipts through May and a conservative increase of 3% increase of revenue received for June through October over FY17. Currently the average increase over the prior year is 7%. The FY19 revenue is conservatively estimated using a 3% increase over FY18 projections.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	255,531	3.38%
2018 Budget	256,744	0.47%
2018 Projected	268,198	4.96%
2019 Estimated	276,244	3.00%



# Miscellaneous Permits

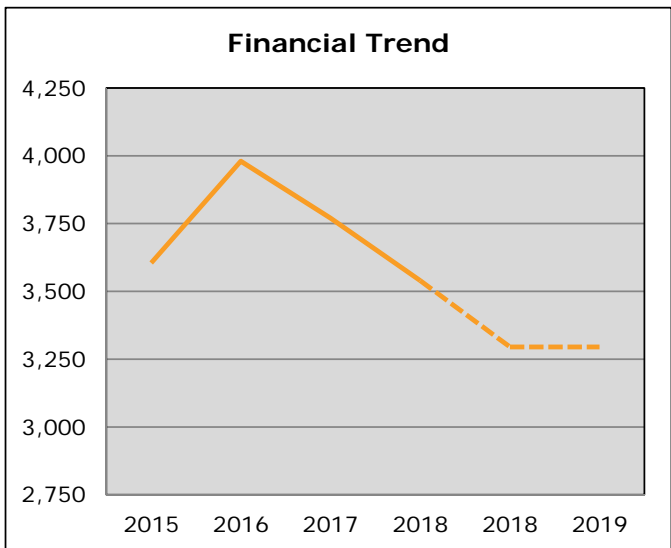
<p><b>General Ledger Codes:</b></p> <p>01-00-4155-0000</p>	<p><b><u>Legal Authority:</u></b></p> <p>Municipal Charter: Section 12.3  Municipal Code: Section 500.080  Municipal Code: Section 215.030  Municipal Code: Section 610.010  State Statute: Chapter 89</p>
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##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

FY18 projected revenues are based on YTD receipts through May and expected fireworks and solicitor permits. FY19 revenues are estimates to remain the same as FY18 projections.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	3,770	-5.28%
2018 Budget	3,540	-6.10%
2018 Projected	3,295	-12.60%
2019 Estimated	3,295	0.00%



# Residential Building Permits & Plan Reviews

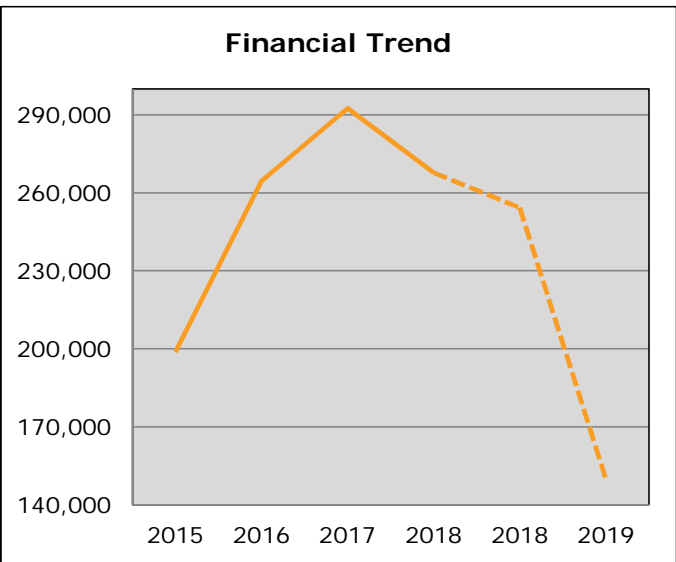
<p><b>General Ledger Codes:</b></p> <p>01-00-4160-0000</p>	<p><b><u>Legal Authority:</u></b></p> <p>Municipal Code: Section 455  Municipal Code: Section 500-545  State Statute: Chapter 89</p>
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## Revenue Description

**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 FY18 revenues based on current receipts through mid-June as well as projected revenues from upcoming residential development. Revenues for FY19 are estimated based on 125 projected residential starts for the fiscal year with an average permit fee for these homes of \$1200.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	292,436	10.54%
2018 Budget	267,750	-8.44%
2018 Projected	254,251	-13.06%
2019 Estimated	150,000	-41.00%



# Commercial Building Permits & Plan Reviews

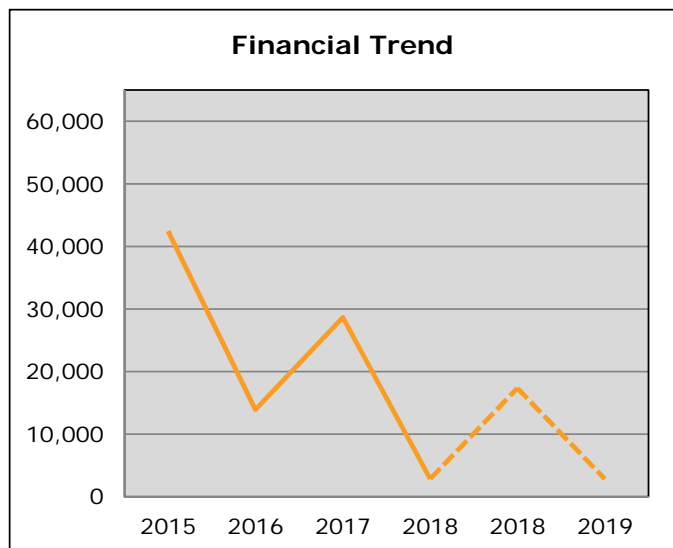
<p><b>General Ledger Codes:</b></p> <p>01-00-4161-0000</p>	<p><b><u>Legal Authority:</u></b></p> <p>Municipal Code: Section 455  Municipal Code: Section 500-545  State Statute: Chapter 89</p>
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## Revenue Description

**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.

FY18 revenues are based on current receipts including the commercial buildings at the new Raymore Market Place. FY19 revenues are estimated based on one (1) commercial and five (5) remodels @ \$350 each.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	28,643	105.47%
2018 Budget	2,850	-90.05%
2018 Projected	17,366	-39.37%
2019 Estimated	2,850	-83.59%



# Engineering Inspection & Plan Reviews

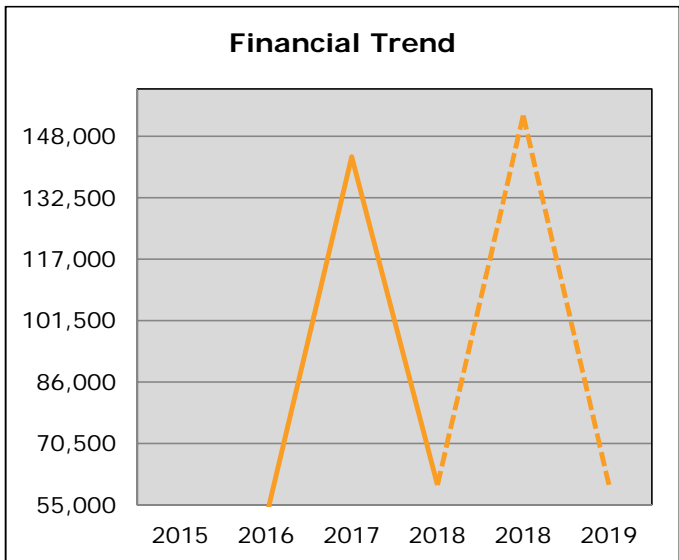
<p><b>General Ledger Codes:</b></p> <p>01-00-4165-0000</p>	<p><b><u>Legal Authority:</u></b></p> <p>Municipal Code: Section 455  Municipal Code: Section 500-545  State Statute: Chapter 89</p>
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## Revenue Description

**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.

FY18 projections are based on current receipts. For FY19 staff anticipates three additional subdivisions in the coming year.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	142,814	176.80%
2018 Budget	60,000	-57.99%
2018 Projected	153,285	7.33%
2019 Estimated	60,000	-60.86%





# Land Disturbance Permits

**General Ledger Codes:**

01-00-4170-0000

**Legal Authority:**

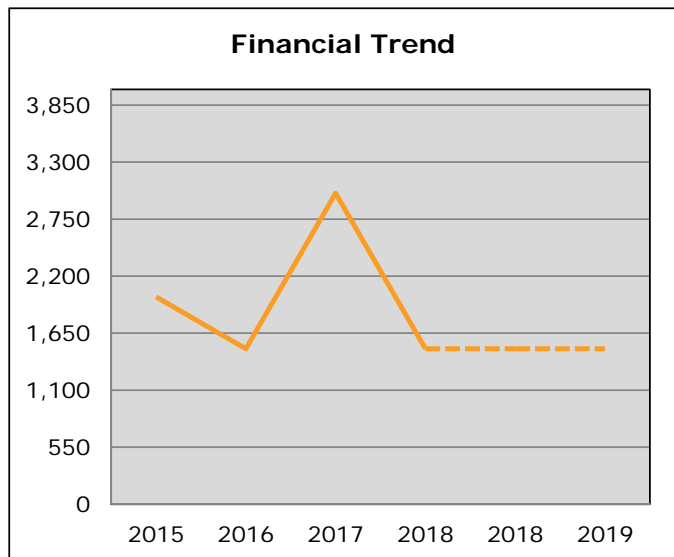
Municipal Code: Section 455  
 Municipal Code: Section 500-545  
 State Statute: Chapter 89

**Revenue Description**

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

FY18 projections are based on current receipts. For FY19 staff anticipates three additional subdivisions in the coming year.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	3,000	100.00%
2018 Budget	1,500	-50.00%
2018 Projected	1,500	-50.00%
2019 Estimated	1,500	0.00%



# Right of Way Fees

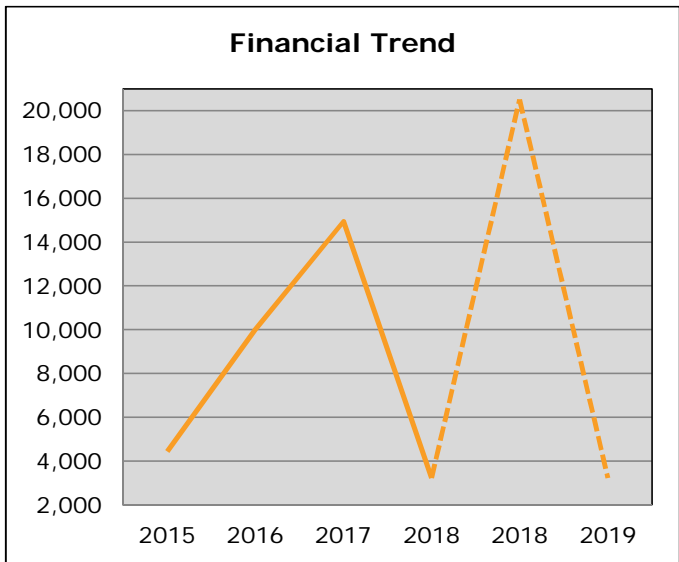
<p><b>General Ledger Codes:</b></p> <p>01-00-4175-0000</p>	<p><b><u>Legal Authority:</u></b></p> <p>Municipal Code: Section 455  Municipal Code: Section 500-545  State Statute: Chapter 89</p>
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## Revenue Description

**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.

FY18 projections are based on current receipts and historical trends prior to Google permits. FY19 is conservatively based on FY18 budget.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	14,950	49.35%
2018 Budget	3,217	-78.48%
2018 Projected	20,509	37.18%
2019 Estimated	3,217	-84.31%



# Zoning Fees

**General Ledger Codes:**

01-00-4180-0000

**Legal Authority:**

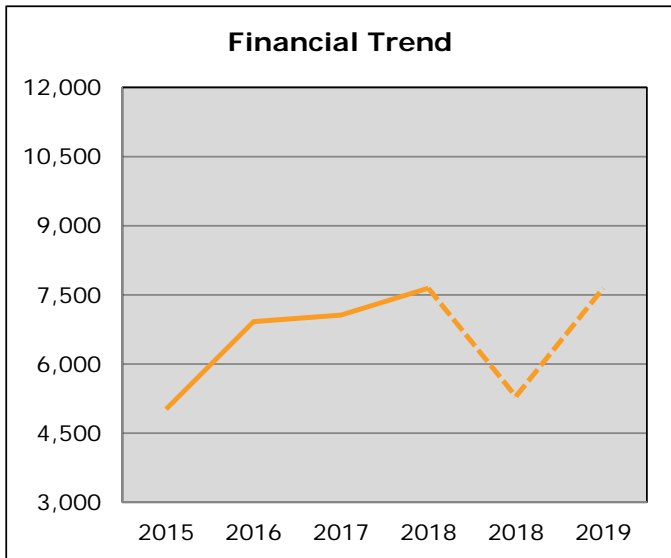
Municipal Code: Section 455  
 Municipal Code: Section 500-545  
 State Statute: Chapter 89

**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 FY18 and FY19 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
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 Actual	7,060	2.02%
2018 Budget	7,645	8.29%
2018 Projected	5,295	-25.00%
2019 Estimated	7,645	44.38%



# 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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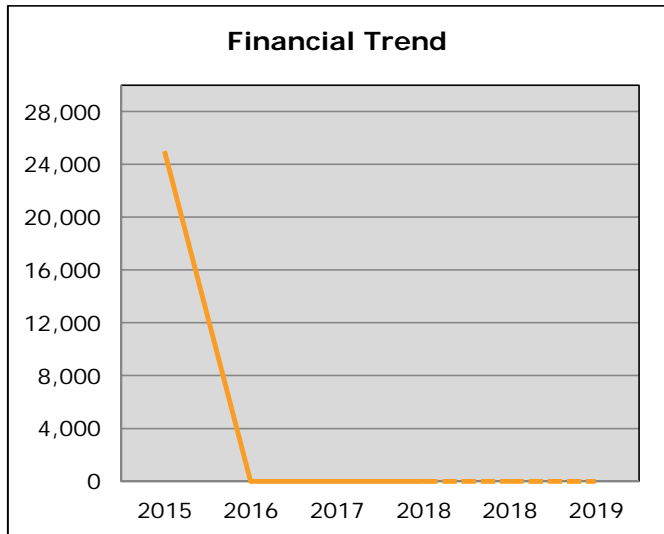
## Revenue Description

**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
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 Actual	0	N/A
2018 Budget	0	N/A
2018 Projected	0	N/A
2019 Estimated	0	N/A



# Plan Review Fees

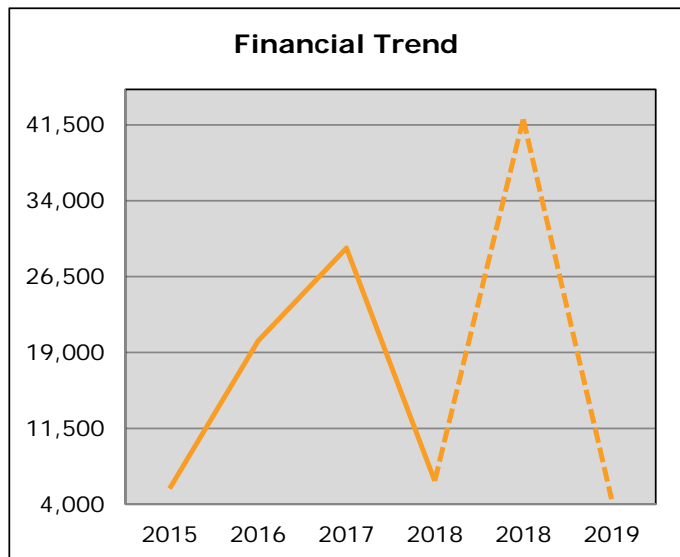
<p><b>General Ledger Codes:</b></p> <p>01-00-4182-0000</p>	<p><b><u>Legal Authority:</u></b></p> <p>Municipal Code: Section 500.080  Municipal Code: Section 500-150  Municipal Code: 515.170  State Statute: Chapter 89</p>
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## Revenue Description

**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. FY18 revenue is based on receipts as of May and historical data. FY19 revenues are estimated using 125 new homes.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	29,320	45.53%
2018 Budget	6,300	-78.51%
2018 Projected	42,073	43.49%
2019 Estimated	4,500	-89.30%



# Code Enforcement Reimbursement

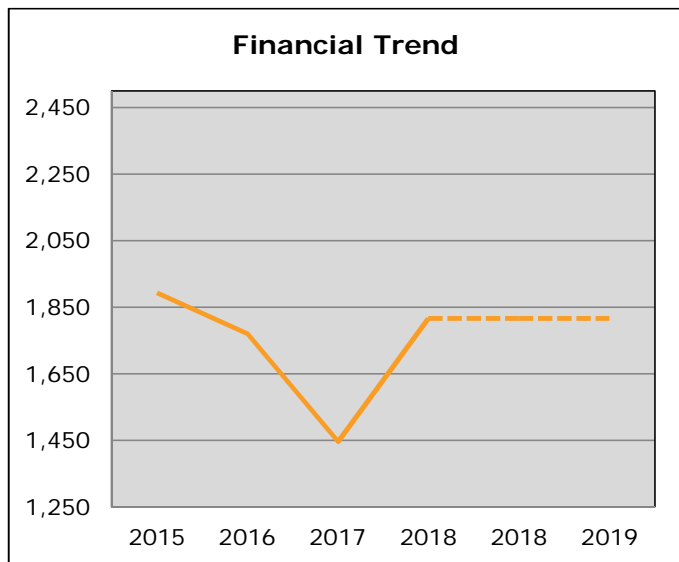
<p><b>General Ledger Codes:</b></p> <p>01-00-4184-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Code: Section 200  Municipal Code: Section 400  Municipal Code: Section 500  State Statute: Chapter 89</p>
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## Revenue Description

**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. FY18 projections and FY19 estimated revenues are based on the FY18 budget.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	1,446	-18.30%
2018 Budget	1,816	25.58%
2018 Projected	1,816	25.58%
2019 Estimated	1,816	0.00%



# Warning System Fees

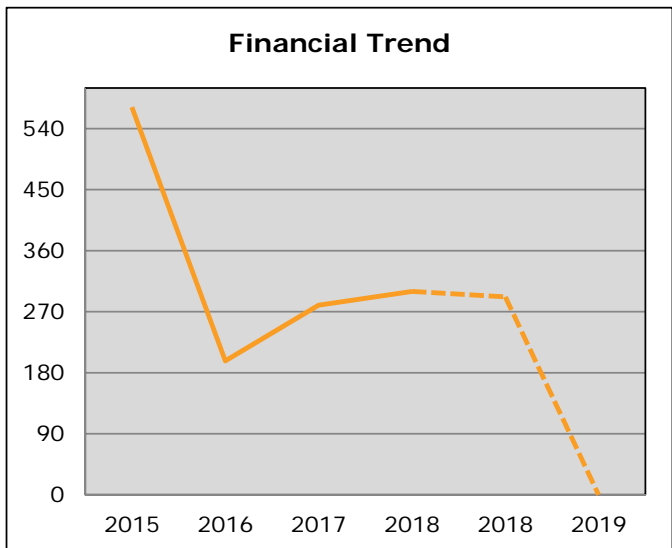
<p><b>General Ledger Codes:</b></p> <p>01-00-4185-0000</p>	<p><b><u>Legal Authority:</u></b></p> <p>Municipal Code: Section 455  Municipal Code: Section 500-545  State Statute: Chapter 89  Missouri Constitution: Article VI; Section 19-22</p>
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## Revenue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

FY18 projections are based on current receipts. Staff is not budgeting any revenue for FY19.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	280	41.59%
2018 Budget	300	7.32%
2018 Projected	292	4.46%
2019 Estimated	0	N/A



# Farmers Market

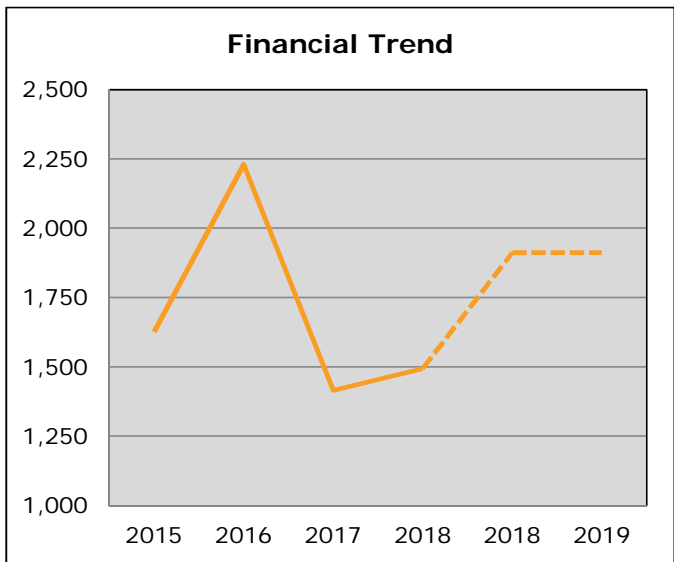
<b>General Ledger Codes:</b>  <b>01-00-4186-0000</b>	<b><u>Legal Authority:</u></b>
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## Revenue Description

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

FY18 projected revenue is based on actual receipts and historical data. FY19 projected revenues are estimated using FY18 projections.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	1,415	-36.55%
2018 Budget	1,494	5.58%
2018 Projected	1,912	35.12%
2019 Estimated	1,912	0.00%





# Arts Commission

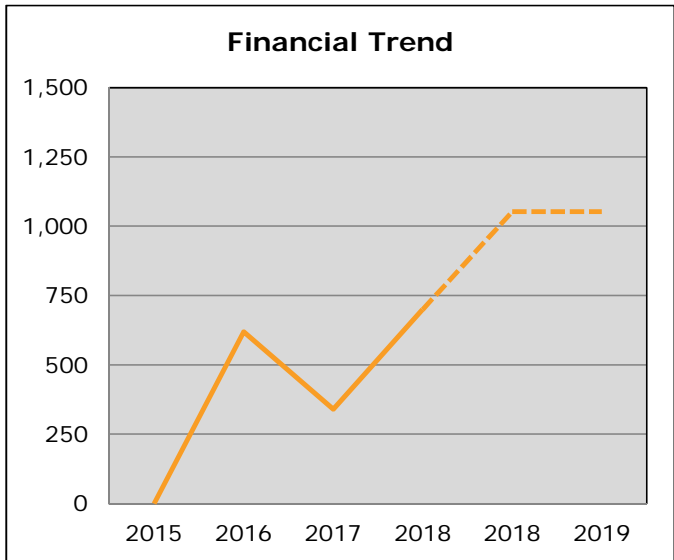
<p><b>General Ledger Codes:</b></p> <p>01-00-4187-0000</p>	<p><b><u>Legal Authority:</u></b></p>
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## Revenue Description

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

FY18 projected revenue is based on actual receipts through June. FY19 projected revenues are estimated to remain the same as FY18 projected.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	340	-45.16%
2018 Budget	700	105.88%
2018 Projected	1,053	209.71%
2019 Estimated	1,053	0.00%



# Filing Fees

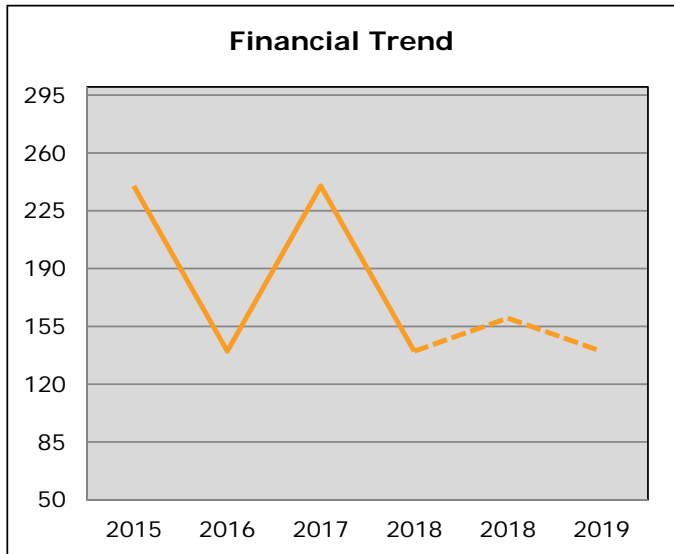
<p><b>General Ledger Codes:</b></p> <p>01-00-4190-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Code Section 105.040  State Statute: Section 115.001-122.650 RSMo.</p>
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## Revenue Description

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

FY19 revenues are based on FY18 budget.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	240	71.43%
2018 Budget	140	-41.67%
2018 Projected	160	-33.33%
2019 Estimated	140	-12.50%



# Occupational License Tax Fees

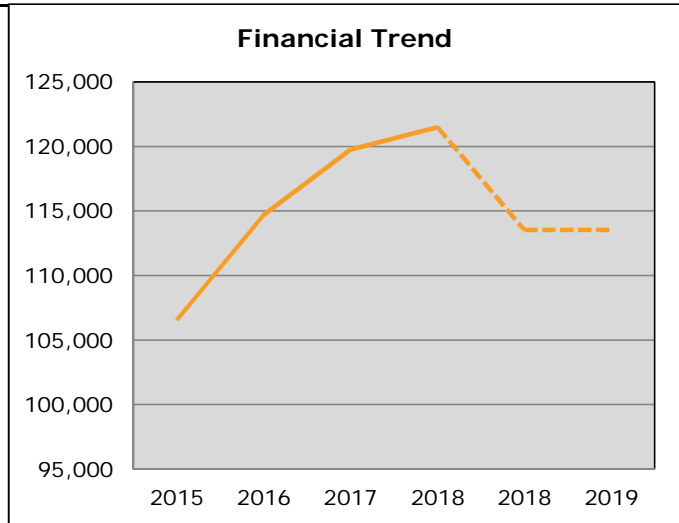
<b>General Ledger Codes:</b> 01-00-4200-0000	<b>Legal Authority:</b> Municipal Code: Chapters 605 State Statute: Section 94.110 & 94.270 RSMo.
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## Revenue Description

**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.

FY18 revenues are projected based on YTD receipts through May and an estimated 4% decrease of receipts of revenue for June through October 2017. Staff estimates FY 2019 revenue to remain the same as FY18 projected revenues.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	119,746	4.41%
2018 Budget	121,500	1.46%
2018 Projected	113,544	-5.18%
2019 Estimated	113,544	0.00%



# Liquor Licenses

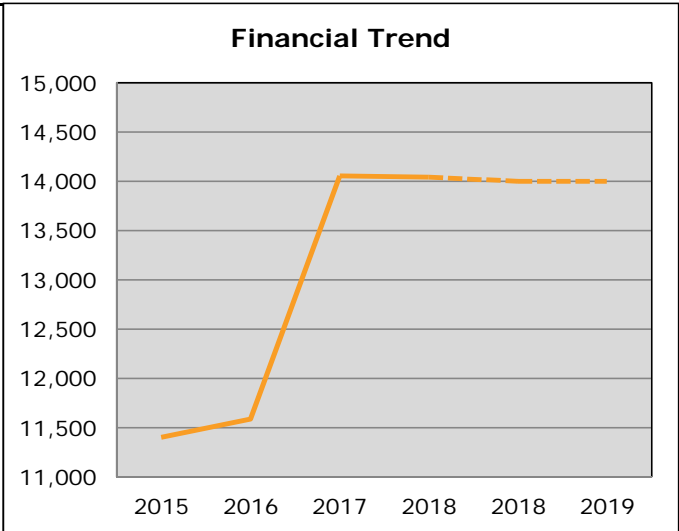
<b>General Ledger Codes:</b>  01-00-4210-0000	<b>Legal Authority:</b> Municipal Code: Section 600 State Statute: Section 94.270 RSMo. State Statute: Chapters 311 & 312 RSMo.
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## Revenue Description

**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.

FY18 projections are based on current receipts and historical trends. FY19 revenues are estimates at FY18 projections.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	14,055	21.29%
2018 Budget	14,040	-0.11%
2018 Projected	14,000	-0.39%
2019 Estimated	14,000	0.00%



# Dog and Cat Licenses

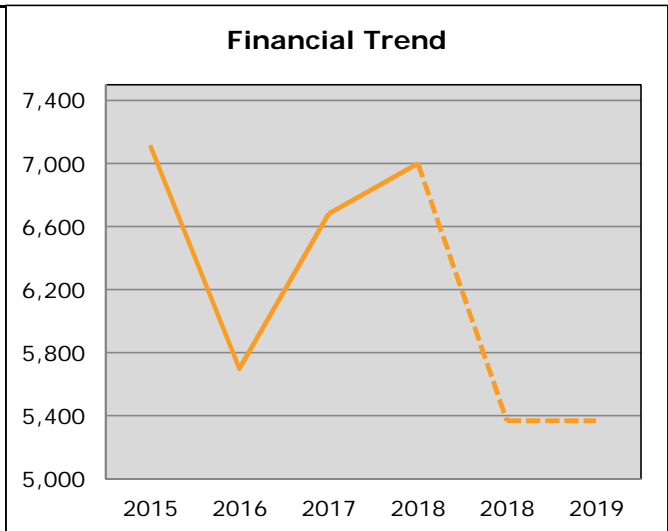
<b>General Ledger Codes:</b> 01-00-4220-0000	<b>Legal Authority:</b> Municipal Code: Section 205 State Statute: Section 94.270 RSMo.
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## Revenue Description

**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.

FY18 projections are based on historical trends. FY19 revenues are estimated at the FY18 projections.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	6,682	17.25%
2018 Budget	7,000	4.76%
2018 Projected	5,369	-19.65%
2019 Estimated	5,369	0.00%



# Municipal Court Fines

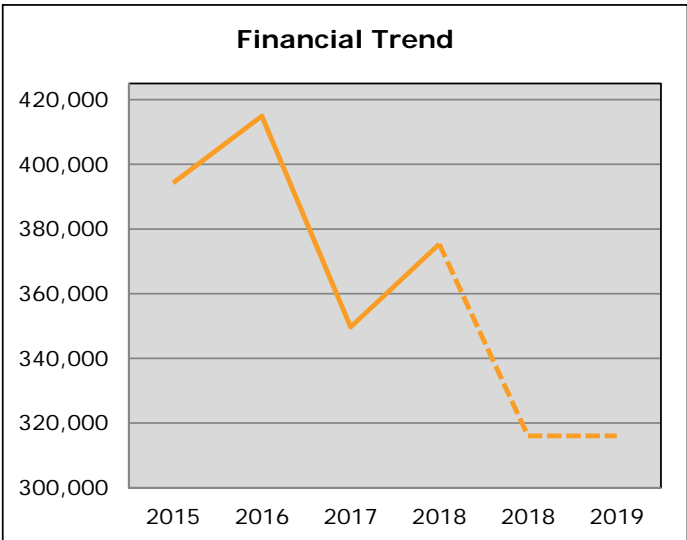
<b>General Ledger Codes:</b> 01-00-4250-0000	<b>Legal Authority:</b> Municipal Code: Chapter 130 State Statute: Chapter 479
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## Revenue Description

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

The FY18 projected revenues are based on current receipts through May and estimating a 9% decrease on receipts for June through October 2017. FY19 is conservatively projected at FY18 projections.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	349,689	-15.72%
2018 Budget	375,360	7.34%
2018 Projected	316,037	-9.62%
2019 Estimated	316,037	0.00%



# DWI-Drug Offense Reimbursement

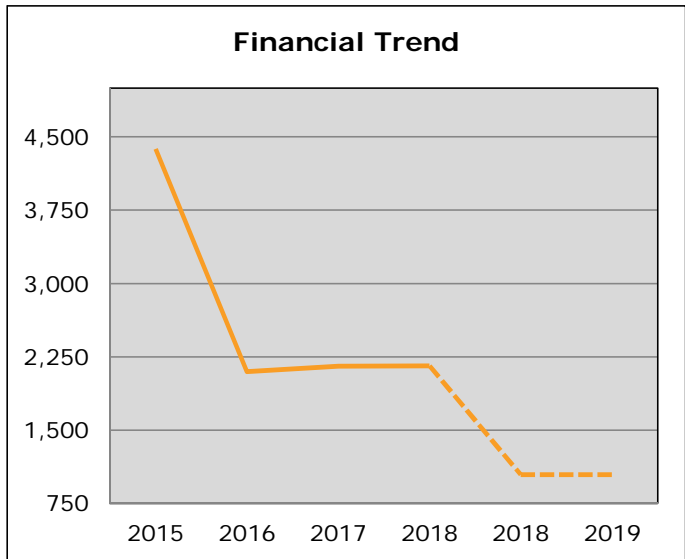
<p><b>General Ledger Codes:</b></p> <p>01-00-4252-0000</p>	<p><b>Legal Authority:</b></p> <p>Municipal Code: Section 130.290 State Statute: Chapters 479 &amp; 483 &amp; 590</p>
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## Revenue Description

**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. FY19 revenue is based on FY18 projected revenue.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	2,154	2.57%
2018 Budget	2,159	0.24%
2018 Projected	1,046	-51.43%
2019 Estimated	1,046	0.00%



# Inmate Prisoner Detainee Security Fund

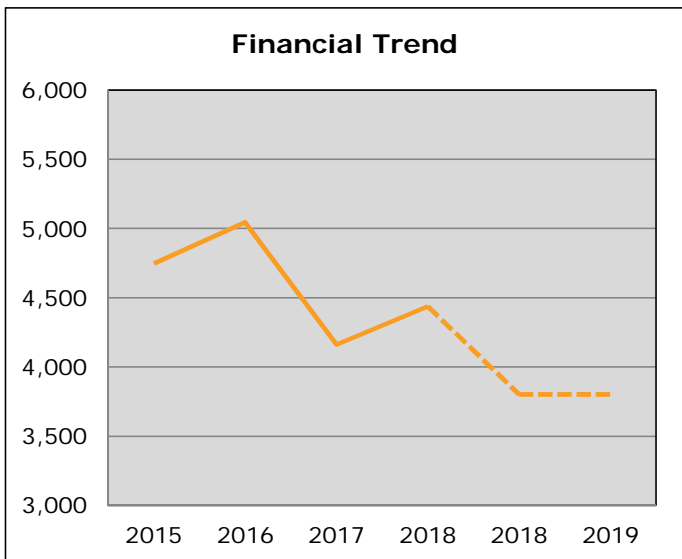
<b>General Ledger Codes:</b>  01-00-4253-0000	<b><u>Legal Authority:</u></b> Municipal Code: Section 130.290 State Statute: Chapters 488
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## Revenue Description

**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. FY19 revenue is based on FY18 projections.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	4,161	-17.50%
2018 Budget	4,438	6.65%
2018 Projected	3,801	-8.65%
2019 Estimated	3,801	0.00%





# Animal Shelter Donations

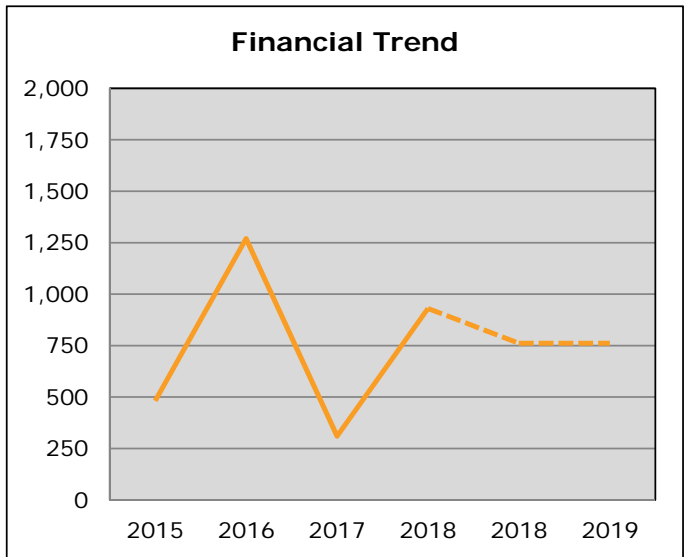
<p><b>General Ledger Codes:</b> 01-00-4270-0000</p>	<p><b><u>Legal Authority:</u></b> Municipal Code: Section 205 State Statute: 89</p>
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## Revenue Description

**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. FY19 revenues are based on the FY18 revenues.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	310	-75.59%
2018 Budget	930	200.00%
2018 Projected	762	145.65%
2019 Estimated	762	0.00%



# Animal Control Fine Revenue

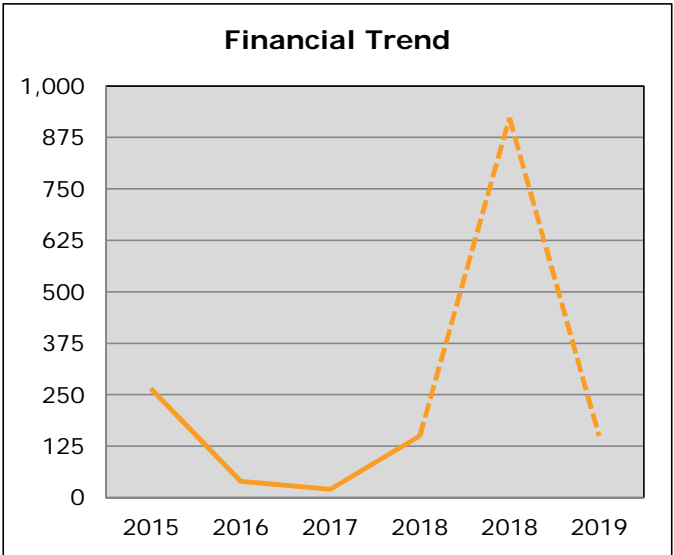
<b>General Ledger Codes:</b> 01-00-4275-0000	<b>Legal Authority:</b> Municipal Code: Chapter 205 State Statute: Chapter 82
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## Revenue Description

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

FY18 revenues are projected based on YTD receipts through June. FY19 is estimated using FY18 budget.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	20	-50.00%
2018 Budget	150	650.00%
2018 Projected	923	4512.50%
2019 Estimated	150	-83.74%



# Dispatch Fees

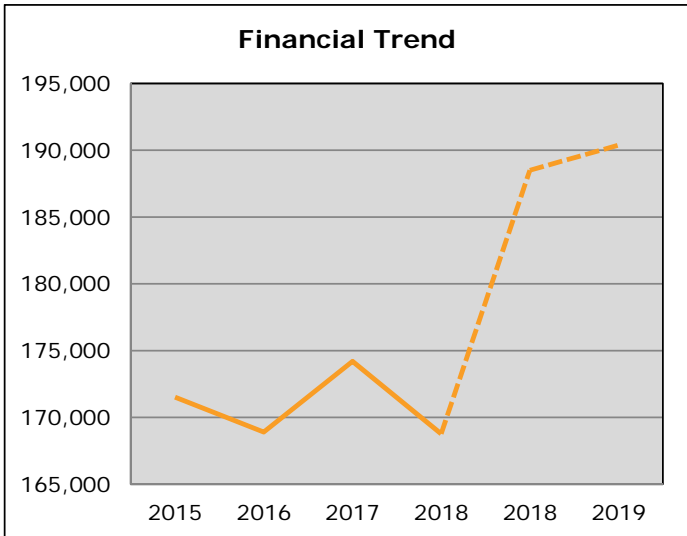
<b>General Ledger Codes:</b> 01-00-4310-0000	<b>Legal Authority:</b> Municipal Code: 200 State Statute: Chapter 82
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## Revenue Description

**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 FY19 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
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 Actual	174,196	3.13%
2018 Budget	168,769	-3.12%
2018 Projected	188,499	8.21%
2019 Estimated	190,385	1.00%



# SRO Services

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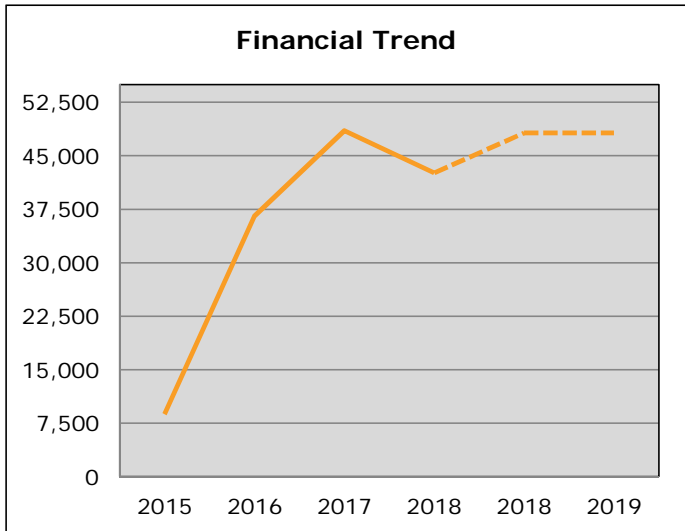
## Revenue Description

**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, 2018 through June 30, 2019 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
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 Actual	48,528	32.90%
2018 Budget	42,594	-12.23%
2018 Projected	48,220	-0.63%
2019 Estimated	48,220	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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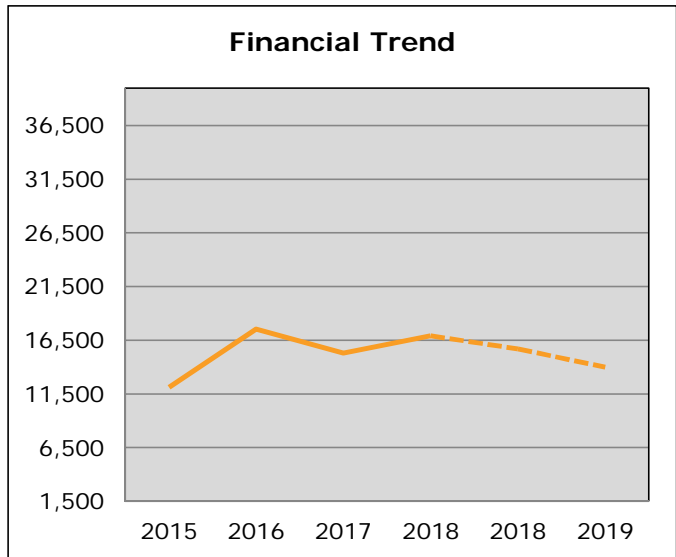
## Revenue Description

**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.

FY18 revenues are projected using current receipts and estimated additional claims on available grant funds. FY19 revenues are estimated using the following applications and awards:

S.T.E.P.                      \$ 14,000

Fiscal Year	Collection	Annual Percentage Change
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 Actual	15,305	-12.68%
2018 Budget	16,905	10.45%
2018 Projected	15,679	2.44%
2019 Estimated	14,000	-10.71%



# Emergency Mgmt Grant

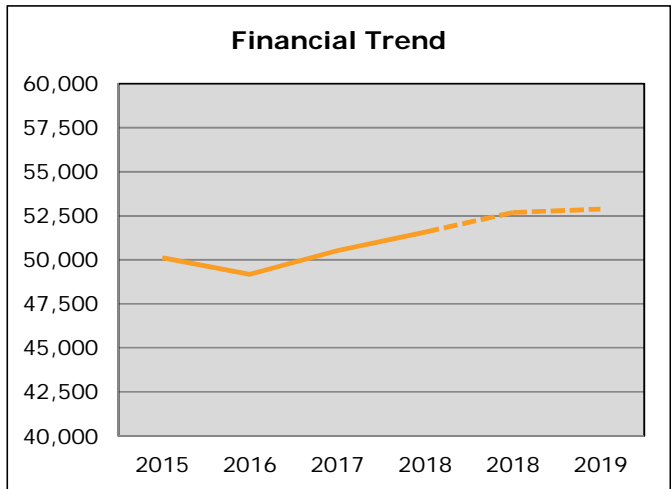
<b>General Ledger Codes:</b> 01-00-4325-0000	<b>Legal Authority:</b> State Statute: Chapter 82
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## Revenue Description

**Emergency Management Grant** - Grants received for the current fiscal year (FY18) include \$52,686 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.

FY19 revenues are estimated based on grant application submitted and accepted.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	50,525	2.75%
2018 Budget	51,572	2.07%
2018 Projected	52,686	4.28%
2019 Estimated	52,879	0.37%



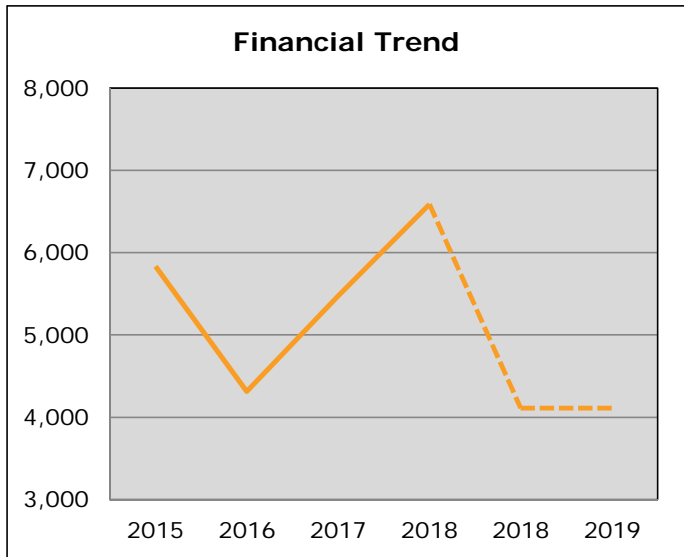
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<p><b>General Ledger Codes:</b> 01-00-4330-0000</p>	<p><b>Legal Authority:</b> State Statute: Chapter 82 "Sunshine Law" on public information</p>
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## Revenue Description

**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. FY18 revenue is projected based on the three year average historical trend. FY19 revenue is estimated using FY18 projections.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	5,477	26.99%
2018 Budget	6,589	20.31%
2018 Projected	4,113	-24.90%
2019 Estimated	4,113	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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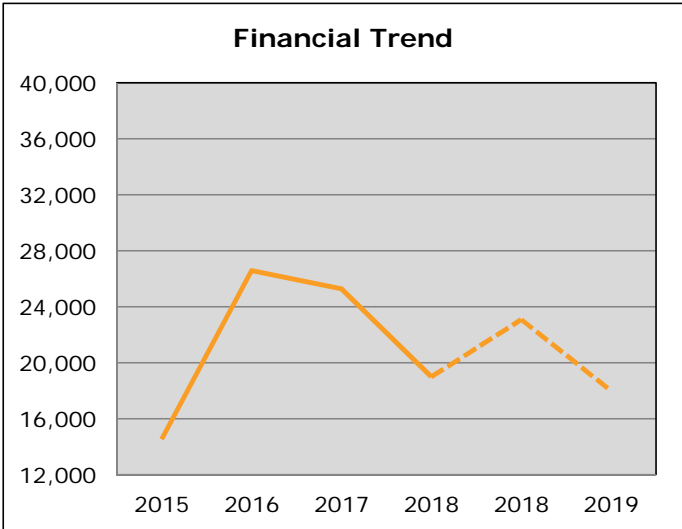
## Revenue Description

**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:

	2016	2017	2018	2019
City gas purchase state tax refund	9,468	9,911	9,000	9,000
Property tax liens (mowing)	1,266	3,000	1,297	1,300
Rebates	2,007	1,951	2,280	2,200

Fiscal Year	Collection	Annual Percentage Change
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 Actual	25,288	-4.88%
2018 Budget	19,000	-24.86%
2018 Projected	23,085	-8.71%
2019 Estimated	18,000	-22.03%





# Interest Revenue

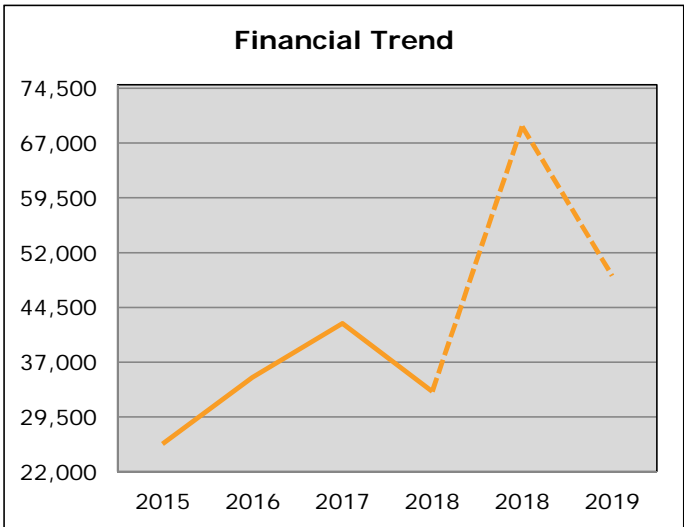
<b>General Ledger Codes:</b> 01-00-4350-0000	<b>Legal Authority:</b> State Statute: Chapter 82
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## Revenue Description

**Interest Revenue** - This account is used to record revenues associated with the City's return on investments of idle funds. FY18 revenues were estimated based on the assumption of no change in interest rates or carrying balances of the FY18 investments, however, interest rates have risen throughout the year and continue to do so.

FY18 revenues are based on current interest rates being earned. FY19 is estimated using average historical data for the previous three years.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	42,304	21.21%
2018 Budget	32,946	-22.12%
2018 Projected	69,294	63.80%
2019 Estimated	48,833	-29.53%



# Miscellaneous Revenue

**General Ledger Codes:**

01-00-4370-0000

**Legal Authority:**

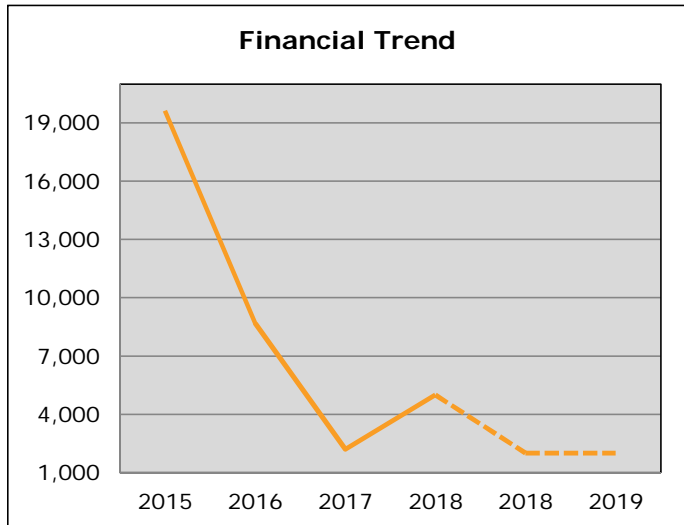
State Statute: Chapter 82

**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.

FY18 revenues reflect the sale on multiple items on GovDeals, an auction website. FY19 revenues are estimated based on historical trends as well as the intention to continue utilizing the GovDeals auction.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	2,192	-74.79%
2018 Budget	5,000	128.11%
2018 Projected	2,000	-8.76%
2019 Estimated	2,000	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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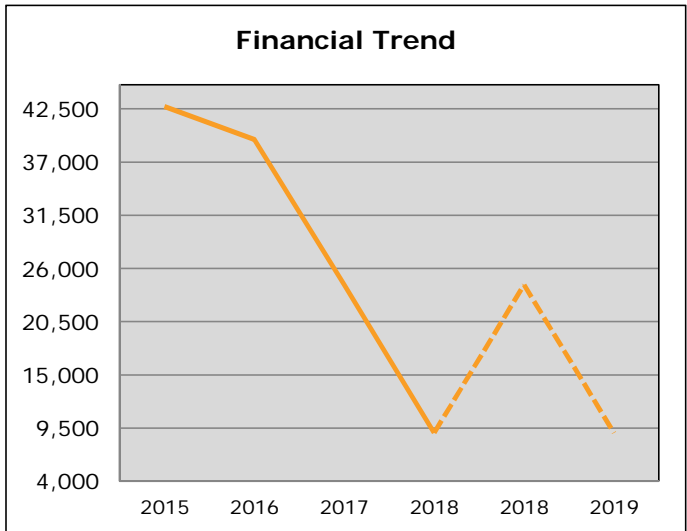
## Revenue Description

**Cell Tower Revenue** - The City had lease options with APT of Kansas City and Cricket Communications for the cellular companies to locate communication antennas on City water towers. Both of these options have been terminated.

FY18 revenues were estimated 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. That contract was delayed getting the cellular service transferred properly. The water tower will be taken down during the summer of 2018.

FY19 revenue are estimated based on the new contract with the mono-tower contract.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	24,334	-38.13%
2018 Budget	9,000	-63.01%
2018 Projected	24,334	0.00%
2019 Estimated	9,000	-63.01%



# Transfer in From Restricted Revenue Fund

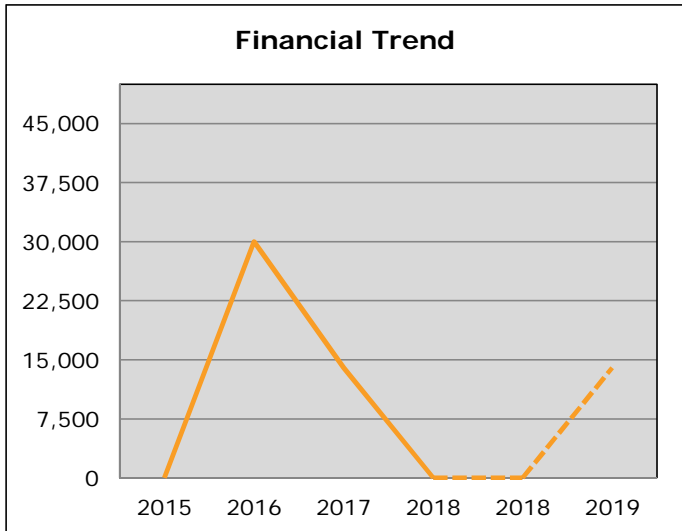
<p><b>General Ledger Codes:</b> 01-00-4904-0000</p>	<p><b><u>Legal Authority:</u></b> Municipal Ordinance: n/a State Statute: n/a</p>
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## Revenue Description

**Transfer From the Restricted Revenue Fund -**

The transfer of \$14,000 in FY19 is for the bi-annual citizen survey.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	14,000	-53.33%
2018 Budget	0	N/A
2018 Projected	0	N/A
2019 Estimated	14,000	N/A



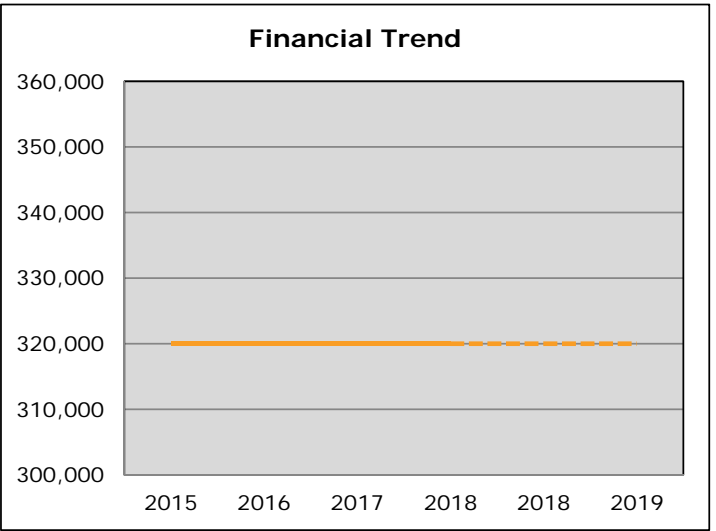
# Transfer in From Transportation Fund

<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
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 Actual	320,000	0.00%
2018 Budget	320,000	0.00%
2018 Projected	320,000	0.00%
2019 Estimated	320,000	0.00%



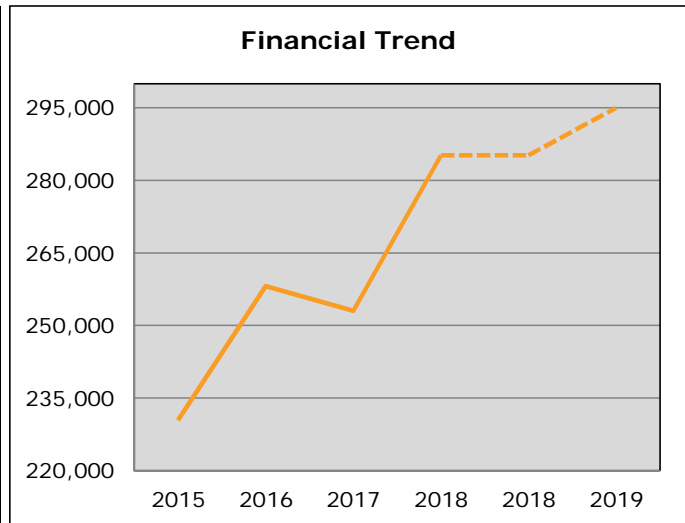
# Transfer in From Stormwater Sales Tax Fund

<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
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 Actual	253,064	-1.96%
2018 Budget	285,209	12.70%
2018 Projected	285,209	12.70%
2019 Estimated	295,000	3.43%



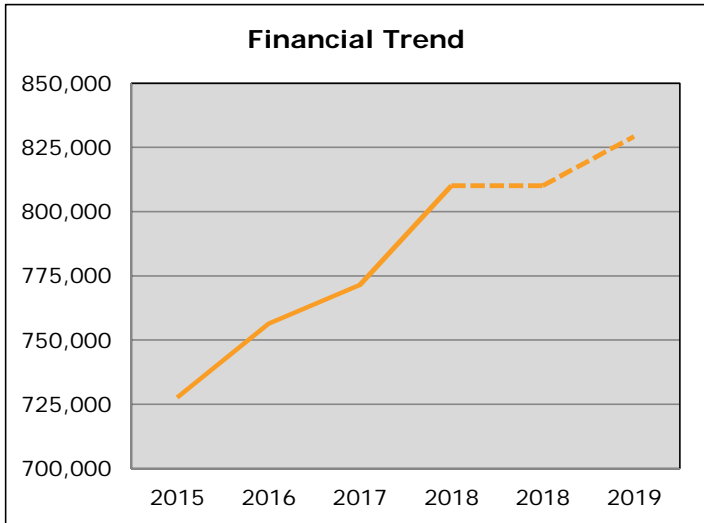
# Transfer in From Enterprise Fund

<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
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 Actual	771,540	1.99%
2018 Budget	810,118	5.00%
2018 Projected	810,118	5.00%
2019 Estimated	829,280	2.37%



# Transfer in From Capital Projects

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

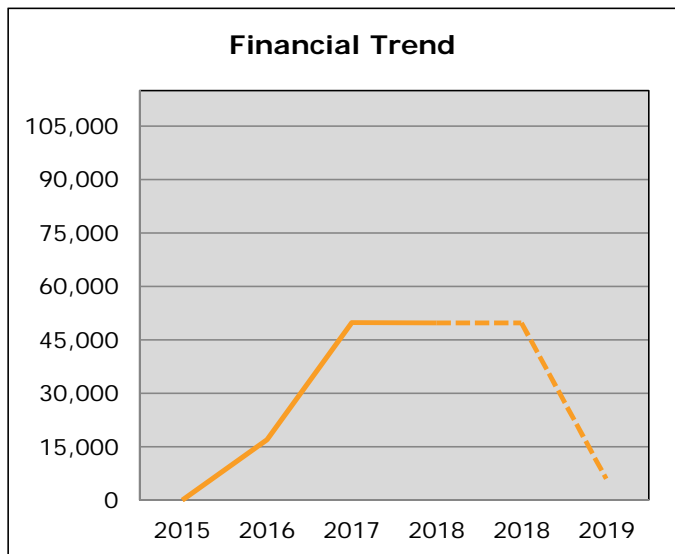
**Capital Project A&I** - These funds represent a payment of six percent (6%) against those Capital Funds which have been provided administrative and inspection services by the General Fund. These fees are assessed against projects which are programmed in the CIP.

The 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

The FY19 estimated revenue is based on the annual sidewalk program, all other capital projects are either maintenance or parks related.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	49,873	193.37%
2018 Budget	49,780	-0.19%
2018 Projected	49,780	-0.19%
2019 Estimated	6,000	-87.95%





# 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. This includes:

- Assisting citizens and the media in research of ordinances, contracts and other public information.
- Coordinating the preparation of information required for City Council meetings.
- Providing permanent record retention for all City Council, Board and Commission meetings; coordinates the election process.
- Ensuring the City Code is updated and maintained
- Issuing 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. **(1.3.3)**
3. Ensure that citizens receive excellent customer service from employees. **(1.2.3)**

4. Ensure that City services are provided at the highest level of quality within available funding. **(4.1.3)**

### **City Clerk**

1. Comply with governmental record management guidelines and practice requirements in accordance with Chapter 109 of the Revised Statutes of the State of Missouri. **(4.1.3)**
2. Comply with Chapter 610, Missouri Sunshine Law, of the Revised Statutes of the State of Missouri for providing transparency in government. **(4.1.3)**
3. Maintains the City Code with Council approved legislation on a biannual basis. **(4.1.3)**
4. Maintain compliance with City Code requirements for licensing and permitting. **(4.1.3)**

### **Legal Services**

1. Provide appropriate legal advice to the governing body. **(4.1.3)**

## **FY 2018 PERFORMANCE SUMMARY**

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

## **SIGNIFICANT BUDGETARY ISSUES**

No significant budgetary issues.



# 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)**
4. 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)**

5. Oversee and facilitate training and development for all personnel.

## FY 2018 PERFORMANCE SUMMARY

1. Comprehensive review and implementation of new Employee Policy Manual.
2. Implementation of new online application process.
3. Provide more recognition options to City employees for years of service.
4. HR Manager obtained IPMA-CP certification
5. HR Manager was elected as Program Chair for IPMA-KC.

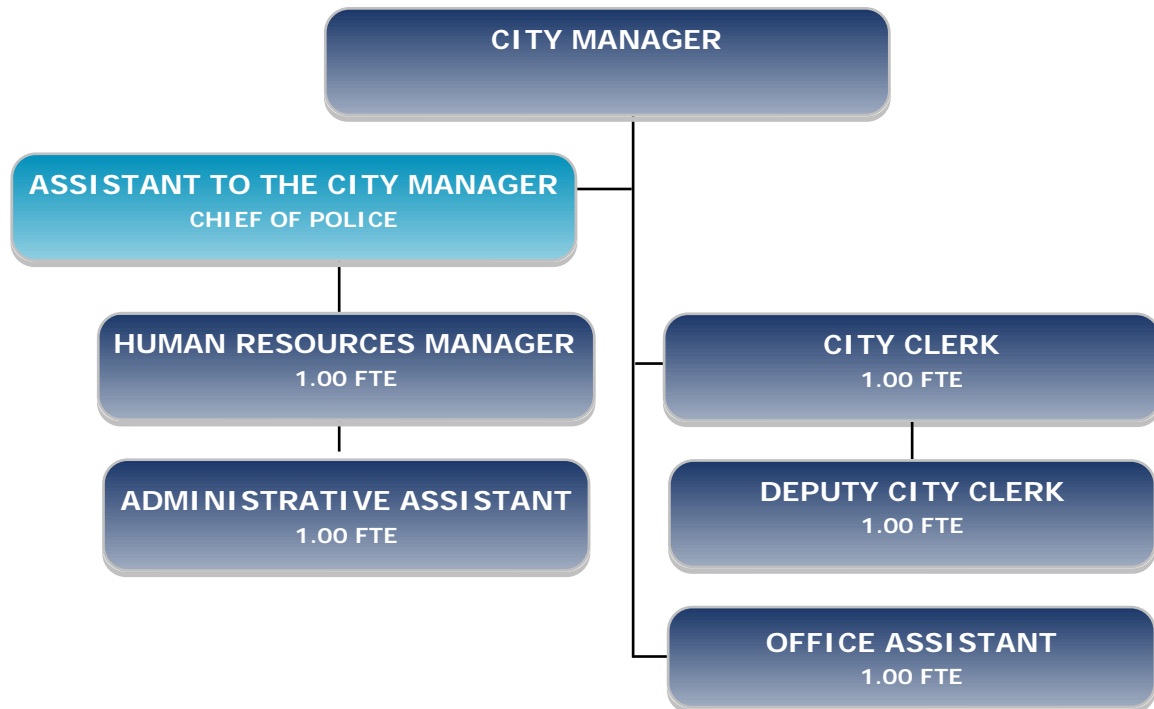
## SIGNIFICANT BUDGETARY ISSUES

No significant budgetary issues.



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# ADMINISTRATION



# ADMINISTRATION

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	738,257	605,372	631,212	631,212	616,938	651,501	651,501	
Commodities	25,586	11,595	15,778	15,778	25,285	12,728	12,728	
Maintenance and Repairs	2,344	2,743	2,500	2,500	2,340	2,500	2,500	
Utilities	0	0	0	0	0	0	0	
Contractual	386,424	374,364	323,307	323,307	316,393	333,721	333,721	
Capital Outlay	0	0	5,000	5,000	5,000	0	0	
Debt Service	6,346	0	0	0	0	0	0	
Transfers/Miscellaneous	26,160	19,160	26,145	126,145	126,145	24,531	24,531	
<b>Total</b>	<b>1,185,116</b>	<b>1,013,233</b>	<b>1,003,942</b>	<b>1,103,942</b>	<b>1,092,101</b>	<b>1,024,981</b>	<b>1,024,981</b>	<b>0</b>

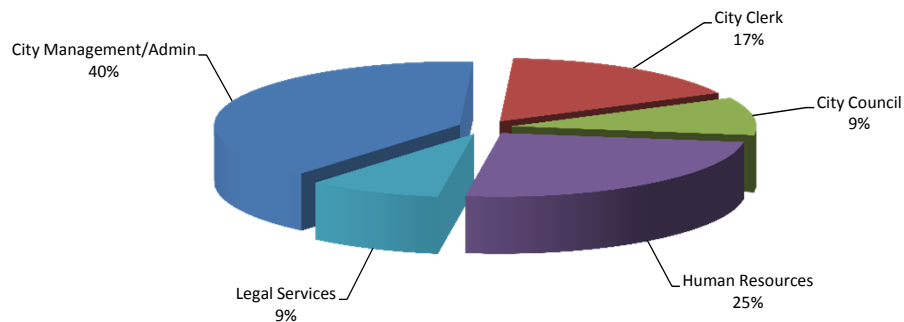
## Position Control Roster

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
City Manager	1.00	1.00	1.00
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	1.00	1.00	1.00
Office Assistant	1.00	1.00	1.00
<b>Total FTE</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

## By Program

	2018-19 Proposed
City Management/Admin	407,659
City Clerk	171,118
City Council	99,324
Human Resources	256,880
Legal Services	90,000
<b>Total</b>	<b>1,024,981</b>

## Program as a Percentage of the Department Budget



# 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

### **Systems Administration**

*Network Administration* – The City of Raymore’s local area network is built using the core services of the Windows 2012, and 2016 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 IT provides include all technical 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. This includes research, development and implementation of solutions to meet those demands.

*Telephone System Administration* – The department has the responsibility of supporting all facility telephones, voicemail, and mobile devices. These responsibilities include coordination of all telephone-related moves, additions and changes as well as monitoring and managing hardware located at City facilities.

### **Client Support**

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

*Desktop Support* – Centralized and coordinated staff support for hardware, software or telephone systems is delivered via the IT Department.

### **Capital Asset Replacement**

Replacement of computers is on a five-year cycle that provides each City employee with equipment that is based on current technology. The IT Department, utilizing input from department managers, 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)**
2. Maintain a high level of security and disaster recovery capability. **(4.1.2)**
3. Ensure effective technical and fiscal management of departments resources. **(4.3.3)**
4. Enhance City Hall and Police Department Wifi.

### **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 the 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 GSuite for Government, and network security.

## **FY 2018 PERFORMANCE SUMMARY**

1. Replaced 10 computer workstations.
2. Installed Internet and Guest WiFi connections to Memorial Park and Recreation Park concessions stands.
3. Installed point-of sale systems at Memorial Park and Recreation Park concessions stands.
4. Installed security cameras at Memorial Park and Recreation Park.
5. Replaced the City's telephone system with a cloud-hosted, redundant system.
6. Installed a security and door access system at the Raymore Activity Center.
7. Installed audio and network systems for the Raymore Activity Center.

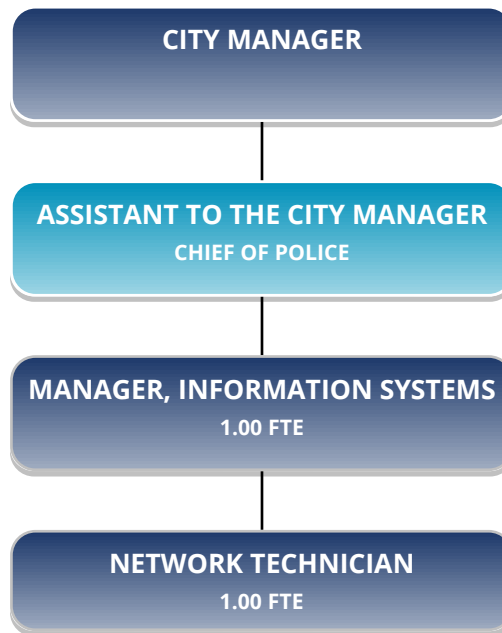
## **SIGNIFICANT BUDGETARY ISSUES**

This budget contains the following items:

1. The software maintenance cost for FY 2019 is \$187,636.
2. Replacement of computers according to the standard computer schedule in the amount of \$16,500



# INFORMATION TECHNOLOGY SERVICES



# INFORMATION TECHNOLOGY

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	168,220	157,699	180,471	180,471	159,376	175,735	175,735	
Commodities	60,624	71,853	56,265	56,265	55,960	41,202	41,202	
Maintenance and Repairs	0	23	100	100	300	350	350	
Utilities	0	0	0	0	0	0	0	
Contractual	188,104	235,889	236,914	236,914	223,156	240,274	240,274	
Capital Outlay	20,390	0	0	0	0	0	0	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	0	0	0	0	0	0	0	
<b>Total</b>	<b>437,337</b>	<b>465,464</b>	<b>473,750</b>	<b>473,750</b>	<b>438,792</b>	<b>457,561</b>	<b>457,561</b>	<b>0</b>

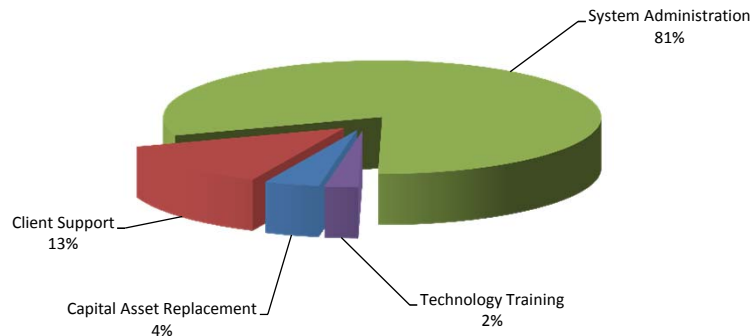
## Position Control Roster

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
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

	2018-19 Proposed
Capital Asset Replacement	18,637
Client Support	58,891
System Administration	368,727
Technology Training	11,306
<b>Total</b>	<b>457,561</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. Heighten 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 catering to the community's needs **(3.2.1)**.
4. Visit with and offer assistance to at least 20 existing businesses that call Raymore home **(3.3.2)**.
5. Research amendments to the Economic Development Policy and potentially city codes that further shape local incentives which directly align with business recruitment strategies **(3.3.1)**.

### **Marketing**

1. Further enhance the department's website and marketing communications to better reflect citywide branding efforts by broadening the department's scope and reach **(3.2.4)**.
2. Implement the findings from the Retail Recruitment Plan for the community **(3.1.2)**.
3. Make Raymore the place to live and play for a diverse array of residents and workers of surrounding large employers **(3.1.2, 3.2.4)**.
4. Coordinate with other subject matter expert departments on assessing the readiness of real estate sites **(3.3.4)**.

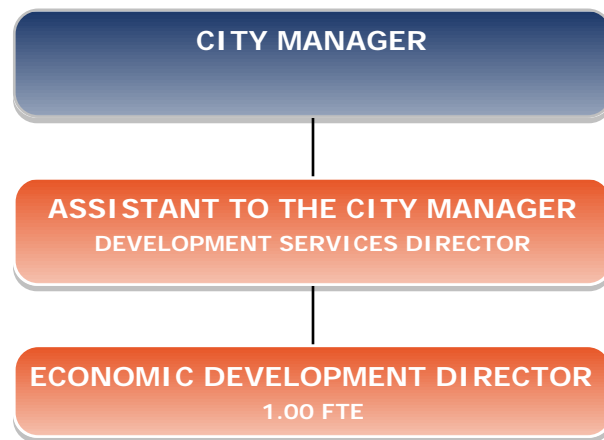
## **FY 2018 PERFORMANCE SUMMARY**

1. Secured and closed on a master developer for the large-scale industrial business park at I-49 & North Cass Parkway.
2. Secured and closed on the developer group for the master-planned mixed use commercial development at I-49 & North Cass Parkway.
3. Secured a firm commitment from a major entertainment user to locate in the commercial development at I-49 & North Cass Parkway.
4. Announced and welcomed two new businesses to "Raymore Marketplace," a high profile commercial redevelopment project located at the southeast corner of 58 Highway and Dean Avenue, including UBreakIt and Freezing Moo Rolled Ice Cream.
5. Connected with 50+ real estate developers, brokers and other related professionals interested in real estate development opportunities in Raymore.
6. Originated business retention and expansion survey interviews with nearly 10 existing businesses throughout Raymore.
7. Responded to multiple requests for information for new development projects from the Missouri Partnership, Kansas City Area Development Council (KCADC) and other sources.
8. Working with education partners and other organizations in establishing a robust, comprehensive workforce development program in order to attract larger employers who offer higher skilled careers.

## **SIGNIFICANT BUDGETARY ISSUES**

No significant budgetary issues.

# ECONOMIC DEVELOPMENT



# ECONOMIC DEVELOPMENT

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	109,517	110,992	118,610	118,610	116,585	121,703	121,703	
Commodities	4,406	18	300	300	260	300	300	
Maintenance and Repairs	0	0	0	0	0	0	0	
Utilities	0	0	0	0	0	0	0	
Contractual	50,017	68,958	100,825	100,825	56,462	64,780	64,780	
Capital Outlay	0	4,368	4,500	4,500	0	0	0	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	0	0	0	0	0	0	0	
<b>Total</b>	<b>163,940</b>	<b>184,335</b>	<b>224,235</b>	<b>224,235</b>	<b>173,307</b>	<b>186,783</b>	<b>186,783</b>	<b>0</b>

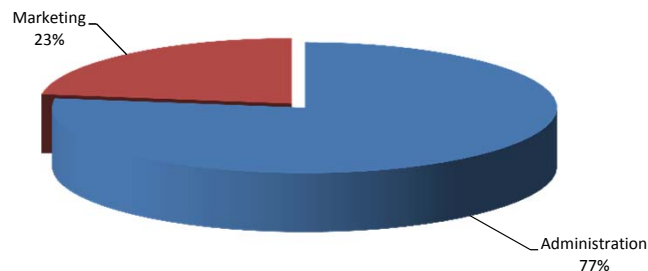
## Position Control Roster

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
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

	2018-19 Proposed
Administration	144,353
Marketing	42,430
<b>Total</b>	<b>186,783</b>

## Program as a Percentage of the Department Budget



# DEVELOPMENT SERVICES

The Development Services 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 Development Services 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 **(1.3.3)**
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 the first try **(1.3.1)**
2. Provide opportunities to front-line employees for cross-training with other departments **(1.3.4)**

### **Geographic Information Systems**

1. 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)**

### **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 2018 PERFORMANCE SUMMARY

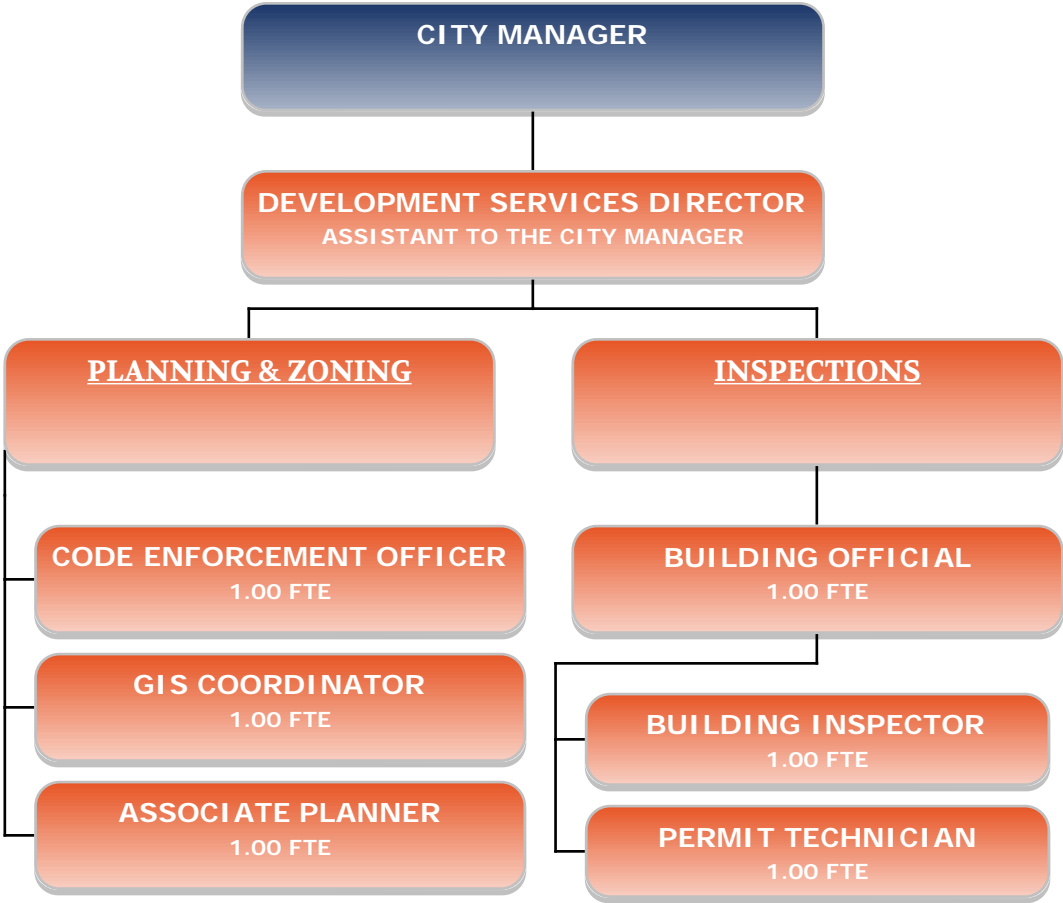
1. Continued to increase mapping and data capabilities of internal ArcIMS site for all employees to access GIS information.
2. Provided in-house review of all building plans for residential and commercial projects.
3. Maintained a development report that is updated monthly to reflect existing housing units, units under construction, and available building lots in the City.
4. Administered a program to register properties that have been foreclosed on and complete weekly inspections to ensure code compliance and ensure structures are secured.
5. 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.
6. Continued creation of excerpts from the Unified Development Code that provides quick reference material for residents and applicants.
7. Assisted the Planning and Zoning Commission with implementation of the adopted Growth Management Plan.
8. Completed an Adaptive Landscape Database and guidebook to assist residents and developers on establishing adaptive landscape features.
9. Completed research and work on adoption of a hoarding ordinance.

## 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.



# DEVELOPMENT SERVICES



# DEVELOPMENT SERVICES

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	474,289	546,306	612,114	612,114	573,268	607,678	607,678	
Commodities	9,773	13,834	15,071	15,071	12,686	14,030	14,030	
Maintenance and Repairs	335	875	800	800	400	800	800	
Utilities	0	0	0	0	0	0	0	
Contractual	24,874	35,997	42,031	42,031	36,006	33,765	33,765	
Capital Outlay	0	0	18,100	18,100	16,000	0	0	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	21,704	19,047	19,047	19,047	19,047	17,759	17,759	
<b>Total</b>	<b>530,975</b>	<b>616,059</b>	<b>707,163</b>	<b>707,163</b>	<b>657,407</b>	<b>674,032</b>	<b>674,032</b>	<b>0</b>

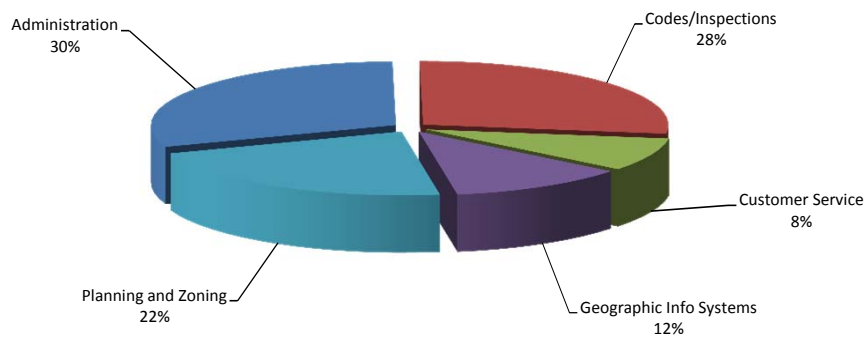
## Position Control Roster

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
Director, Development Services	1.00	1.00	1.00
Associate Planner	1.00	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>7.00</b>	<b>7.00</b>	<b>7.00</b>

## By Program

	2018-19 Proposed
Administration	204,377
Codes/Inspections	185,356
Customer Service	56,946
Geographic Info Systems	79,370
Planning and Zoning	147,983
<b>Total</b>	<b>674,032</b>

## Program as a Percentage of the Department Budget



# 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 2018 PERFORMANCE SUMMARY

1. Earned department accreditation through the American Public Works Association. This process also highlighted five model practices from our department that will be shared with Public Works professionals nationwide.



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# 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)**

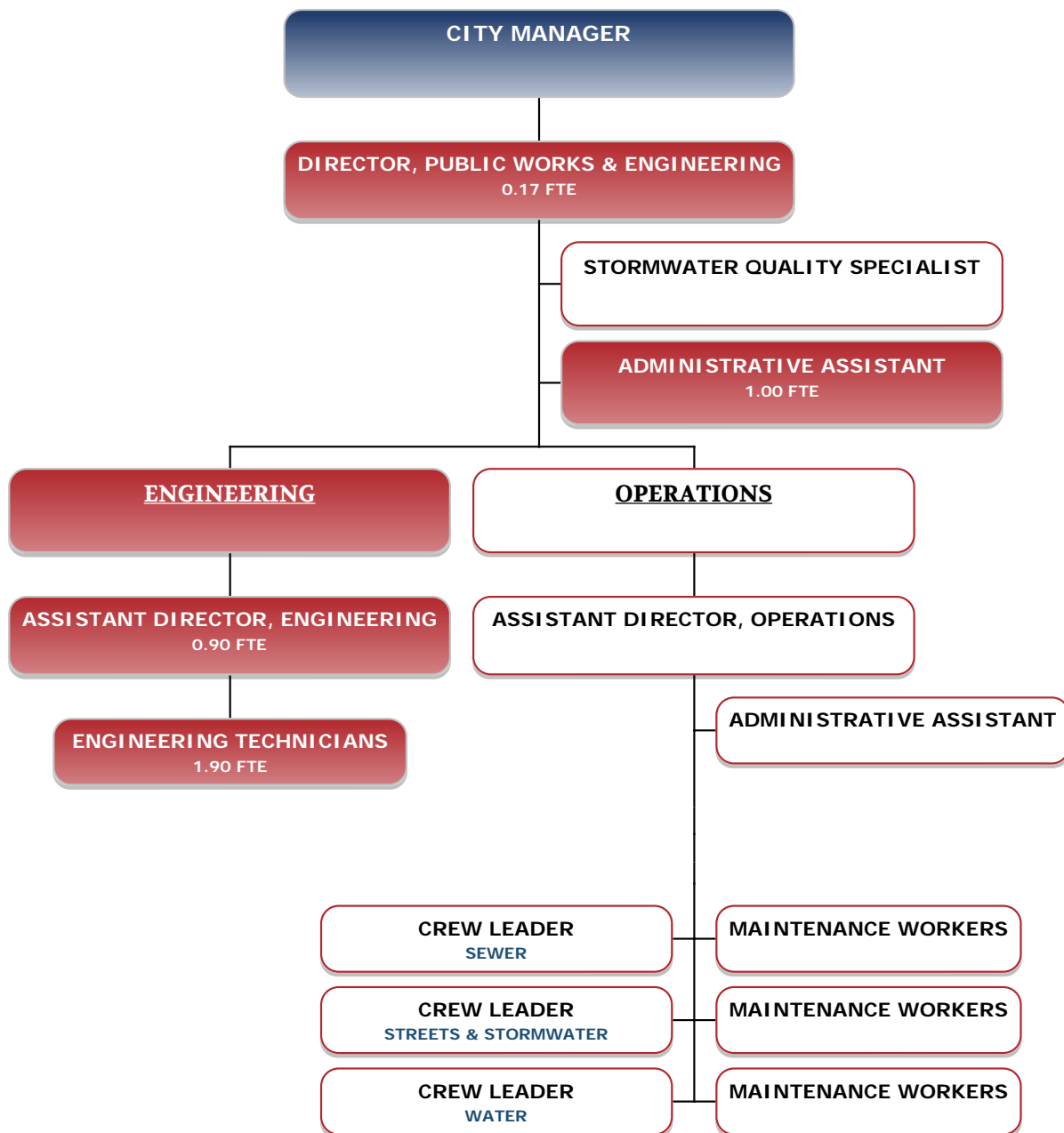
## FY 2018 PERFORMANCE SUMMARY

1. Participated with the cities of Belton, Peculiar, and Pleasant Hill in a joint bid of street maintenance projects.
2. Participated in the MARC Transportation Priorities Committee which oversees the distribution of transportation funding.
3. Coordinated design and construction of the annual Street Preservation program, annual Curb Replacement program, FY 2018 Sidewalk Installation program, and other CIP Projects.
4. Conducted "Good Neighbor" meetings for the annual sidewalk program and Cellular Monopole to be constructed on the Elm Street Water Tower Site.

## SIGNIFICANT BUDGETARY ISSUES

There are no significant budgetary issues.

# PUBLIC WORKS ENGINEERING DIVISION



# ENGINEERING

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	341,241	339,823	370,018	370,018	361,088	378,917	378,917	
Commodities	4,968	4,422	9,655	9,655	8,000	9,080	9,080	
Maintenance and Repairs	2,357	1,107	4,500	4,500	3,000	4,500	4,500	
Utilities	0	0	0	0	0	0	0	
Contractual	21,114	12,152	23,224	23,224	21,874	17,888	17,888	
Capital Outlay	0	0	0	0	0	0	0	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	11,624	11,624	11,624	11,624	11,624	10,207	10,207	
<b>Total</b>	<b>381,304</b>	<b>369,128</b>	<b>419,021</b>	<b>419,021</b>	<b>405,586</b>	<b>420,592</b>	<b>420,592</b>	<b>0</b>

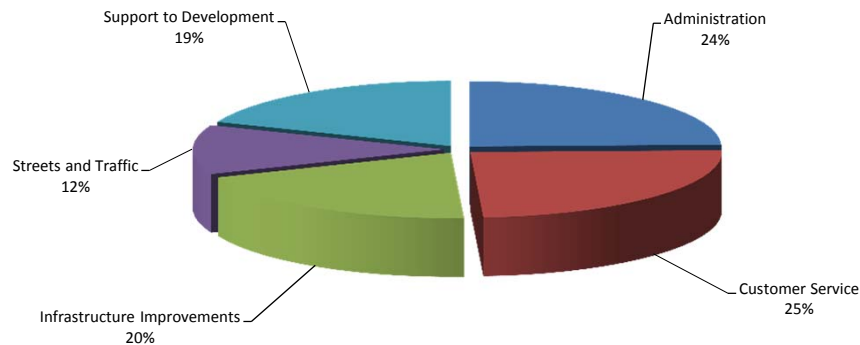
## Position Control Roster

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
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

	2018-19 Proposed
Administration	103,294
Customer Service	103,526
Infrastructure Improvements	82,709
Streets and Traffic	51,333
Support to Development	79,730
<b>Total</b>	<b>420,592</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**

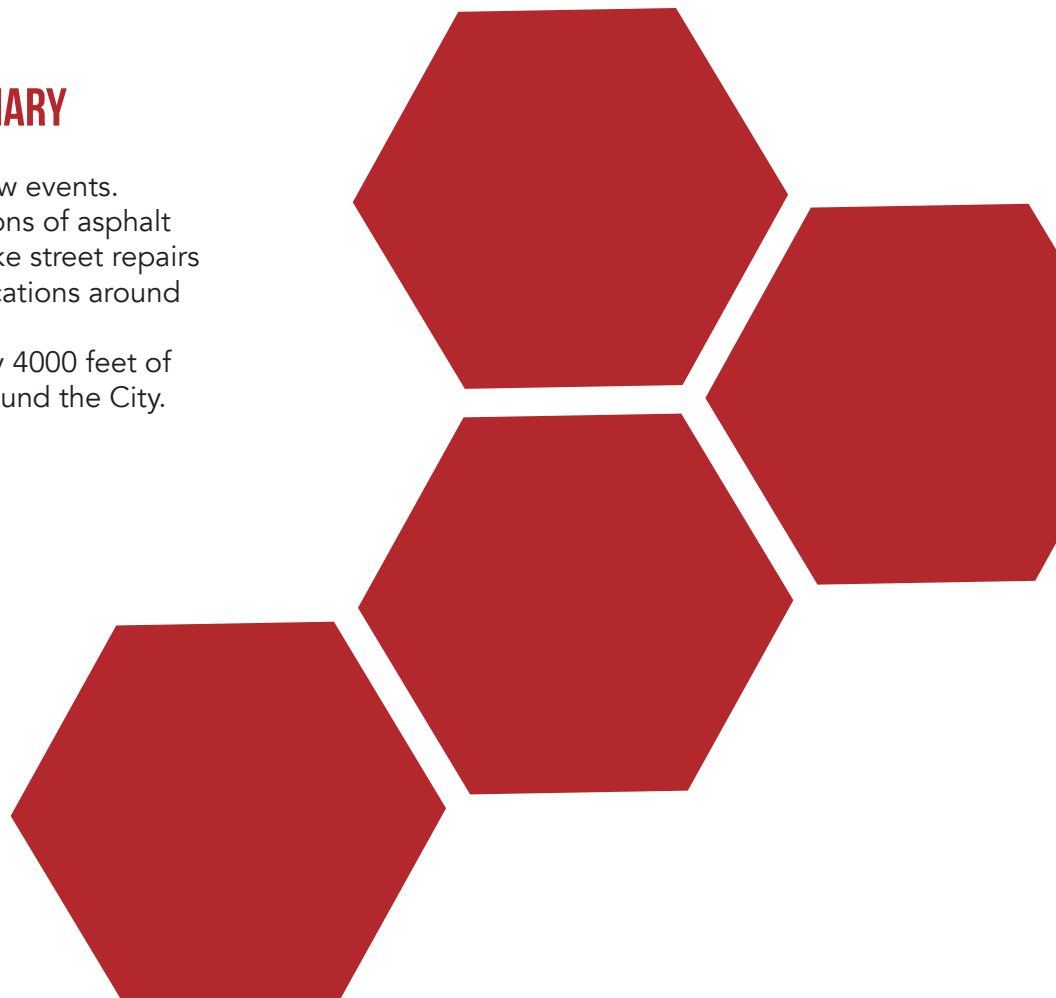
1. Perform an annual review of the Ice and Snow Control Policy to adjust to changes in street network and manpower.

## FY 2018 PERFORMANCE SUMMARY

1. Snow crews mobilized for 12 snow events.
2. Crews used approximately 200 tons of asphalt and 120 yards of concrete to make street repairs and patch potholes at various locations around the City.
3. Crews mud-jacked approximately 4000 feet of sidewalks at various locations around the City.

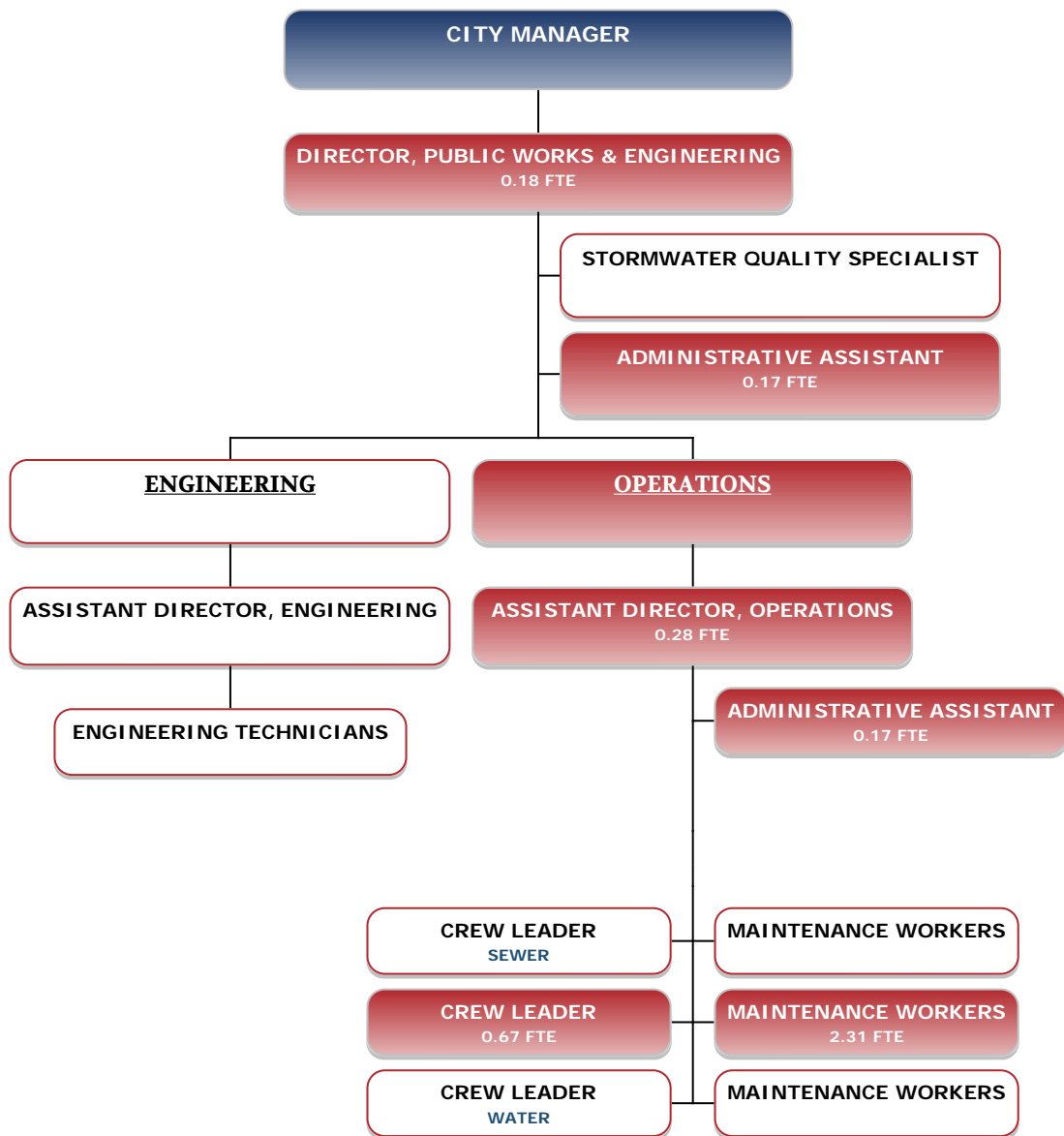
## SIGNIFICANT BUDGETARY ISSUES

1. This budget includes the cost of the City's participation in the annual MARC Household Hazardous Waste program. \$23,000
2. This budget includes the cost of materials for:
  - inclement weather treatment. \$67,500
  - right-of-way maintenance. \$29,000
  - street maintenance. \$40,000



# PUBLIC WORKS

## OPERATIONS & MAINTENANCE DIVISION: STREETS



# STREETS

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	232,577	256,378	313,688	313,688	274,310	324,637	324,637	
Commodities	101,247	97,870	126,920	126,920	145,221	127,400	127,400	
Maintenance and Repairs	48,011	52,786	65,500	65,500	57,500	65,500	65,500	
Utilities	2,653	2,810	2,814	2,814	3,100	3,408	3,408	
Contractual	472,385	377,351	283,147	283,147	224,628	246,709	246,709	
Capital Outlay	68,725	0	25,000	25,000	25,000	0	0	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	94,209	96,787	96,851	96,851	96,851	96,754	96,754	
<b>Total</b>	<b>1,019,806</b>	<b>883,982</b>	<b>913,920</b>	<b>913,920</b>	<b>826,610</b>	<b>864,408</b>	<b>864,408</b>	<b>0</b>

## Position Control Roster

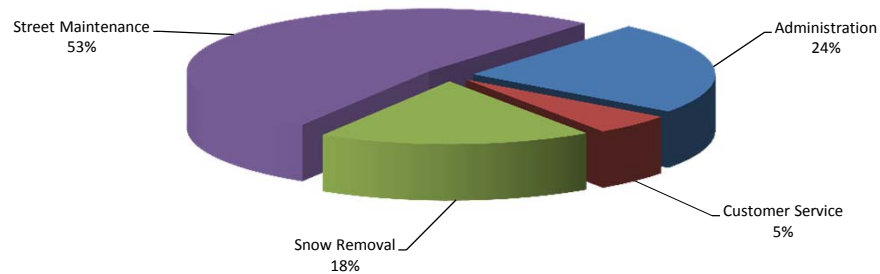
	2016-17 Actual	2017-18 Actual	2018-19 Proposed
Director, Public Works & Engineering	0.18	0.18	0.18
Assistant Director, PW-Operations	0.28	0.28	0.28
Crew Leader	0.67	0.67	0.67
Maintenance Workers I & II *	2.16	2.31	2.31
Administrative Assistant	0.17	0.17	0.17
<b>Total FTE</b>	<b>3.46</b>	<b>3.61</b>	<b>3.61</b>

## By Program

	2018-19 Proposed
Administration	207,391
Customer Service	46,193
Snow Removal	158,198
Street Maintenance	452,626
<b>Total</b>	<b>864,408</b>

\* FY18 Expansion added an additional FTE 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 consists of a Building Maintenance Technician with assistance from other members of the Parks & Recreation 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 2018 PERFORMANCE SUMMARY

1. Modifications to the lobby and entrance to City Hall were completed this year.
2. Assisted in the modifications to the Community Development and Squad Room remodeling.
3. Received a significant refund after a review of the monthly utility bills. The Maintenance Technician discovered the City was still being charged for a few light poles after we purchased them in 2016.
4. Installation of exterior LED lighting at Public Works and Animal Control with expected savings of \$500 per year.
5. Installation of LED exterior wall packs at City Hall and LED lighting in Sally Port.

## SIGNIFICANT BUDGETARY ISSUES

1. This budget includes 25% funding for an Assistant Building Technician.



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# PUBLIC WORKS BUILDINGS & GROUNDS



# BUILDINGS & GROUNDS

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	134,572	136,615	150,621	150,621	134,264	163,758	163,758	
Commodities	1,252	2,637	2,392	2,392	2,125	2,398	2,398	
Maintenance and Repairs	11,692	9,918	23,020	23,020	19,000	23,020	23,020	
Utilities	94,429	100,204	98,658	98,658	106,214	136,538	136,538	
Contractual	31,446	33,942	36,330	36,330	33,732	48,566	48,566	
Capital Outlay	0	0	0	0	0	0	0	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	0	0	0	0	0	0	0	
<b>Total</b>	<b>273,391</b>	<b>283,316</b>	<b>311,021</b>	<b>311,021</b>	<b>295,335</b>	<b>374,280</b>	<b>374,280</b>	<b>0</b>

## Position Control Roster

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
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	0.55
Office Assistant *	0.05	0.05	0.00
Building Technician	1.00	1.00	1.00
Assistant Building Technician **	0.00	0.00	0.25
Superintendent, Parks Operations	0.20	0.20	0.20
<b>Total FTE</b>	<b>2.15</b>	<b>2.15</b>	<b>2.40</b>

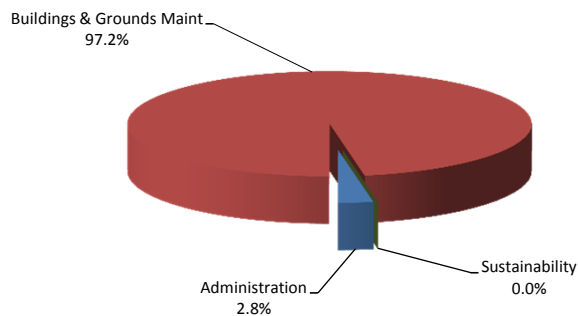
\* FY19 reallocation of FTE to better reflect parks staff time assigned to the department

\*\* FY19 FTE was added the opening of Centerview, the Activity Center, and soon Hawk Ridge Park needing to be kept in first class condition along with City Hall, split 0.25 with Buildings & Grounds, 0.25 Stormwater, 0.50 Parks

## By Program

	2018-19 Proposed
Administration	10,601
Buildings & Grounds Maint	363,679
Sustainability	0
<b>Total</b>	<b>374,280</b>

## Program as a Percentage of the Function Budget





# 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.

3. Partner with Mid-America Regional Council's Water Quality Education Committee to hold a water quality Best Management Practice workshop for a large lakeside/streamside homeowners association.

### **Pollution Prevention**

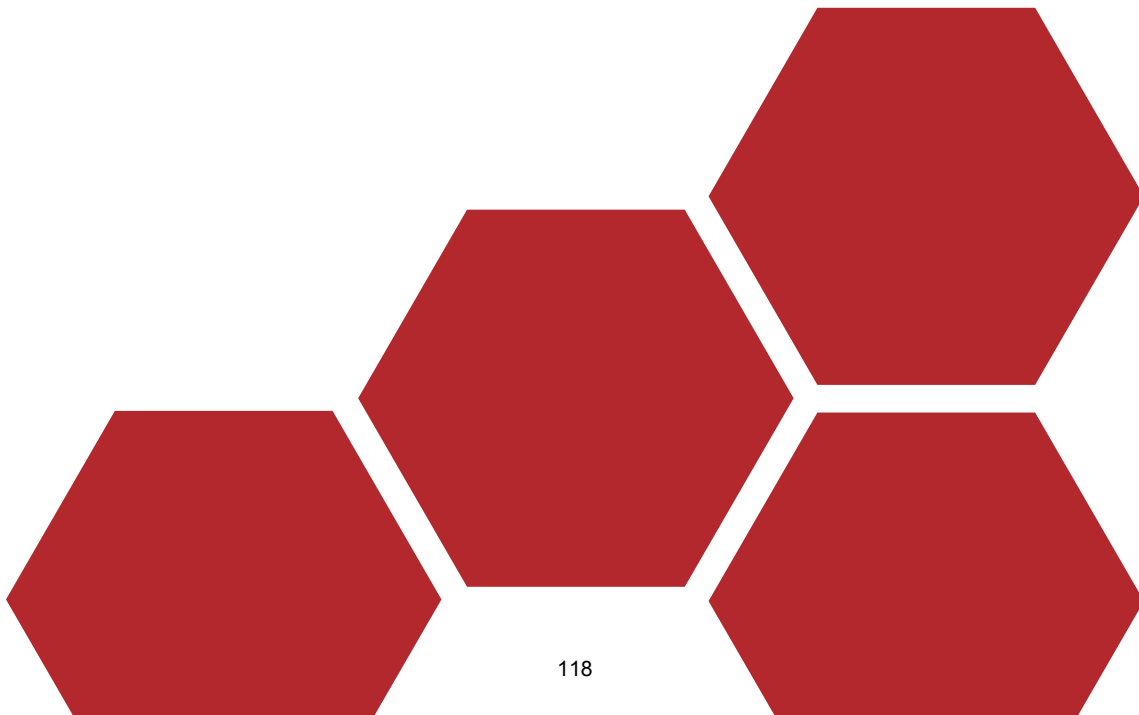
4. Explore opportunities to expand and enhance water quality treatment requirements related to development and redevelopment. **(2.2.3)**
5. Enhance preservation and improvement efforts for greenways and linear parks. **(2.2.3)**
6. Educate Builders and Public on Illicit Discharge Prevention.

## **FY 2018 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. Inspect all public and privately held BMPs on a yearly basis.
5. Conducted IDDE training for all Engineering, Parks and Public Works employees.

## **SIGNIFICANT BUDGETARY ISSUES**

1. This budget includes 25% funding for an Assistant Building Technician.



# **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**

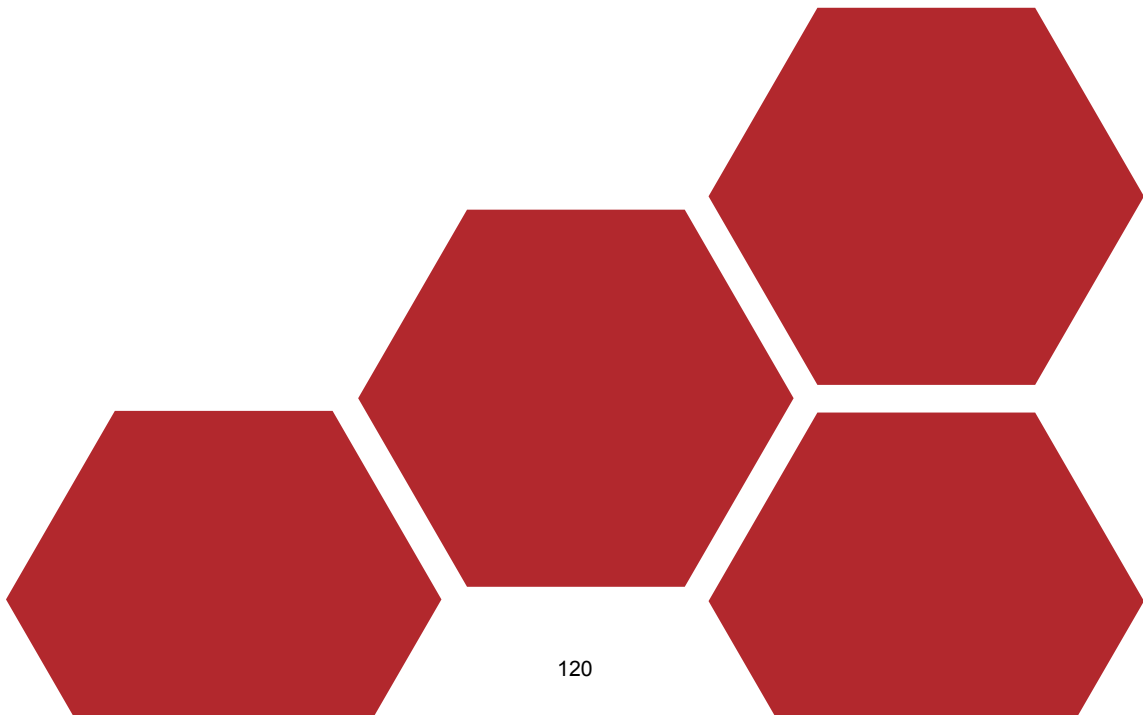
Clean and inspect inlet structures in accordance with the frequency established in the Department's Standard Operating Procedures.

## **FY 2018 PERFORMANCE SUMMARY**

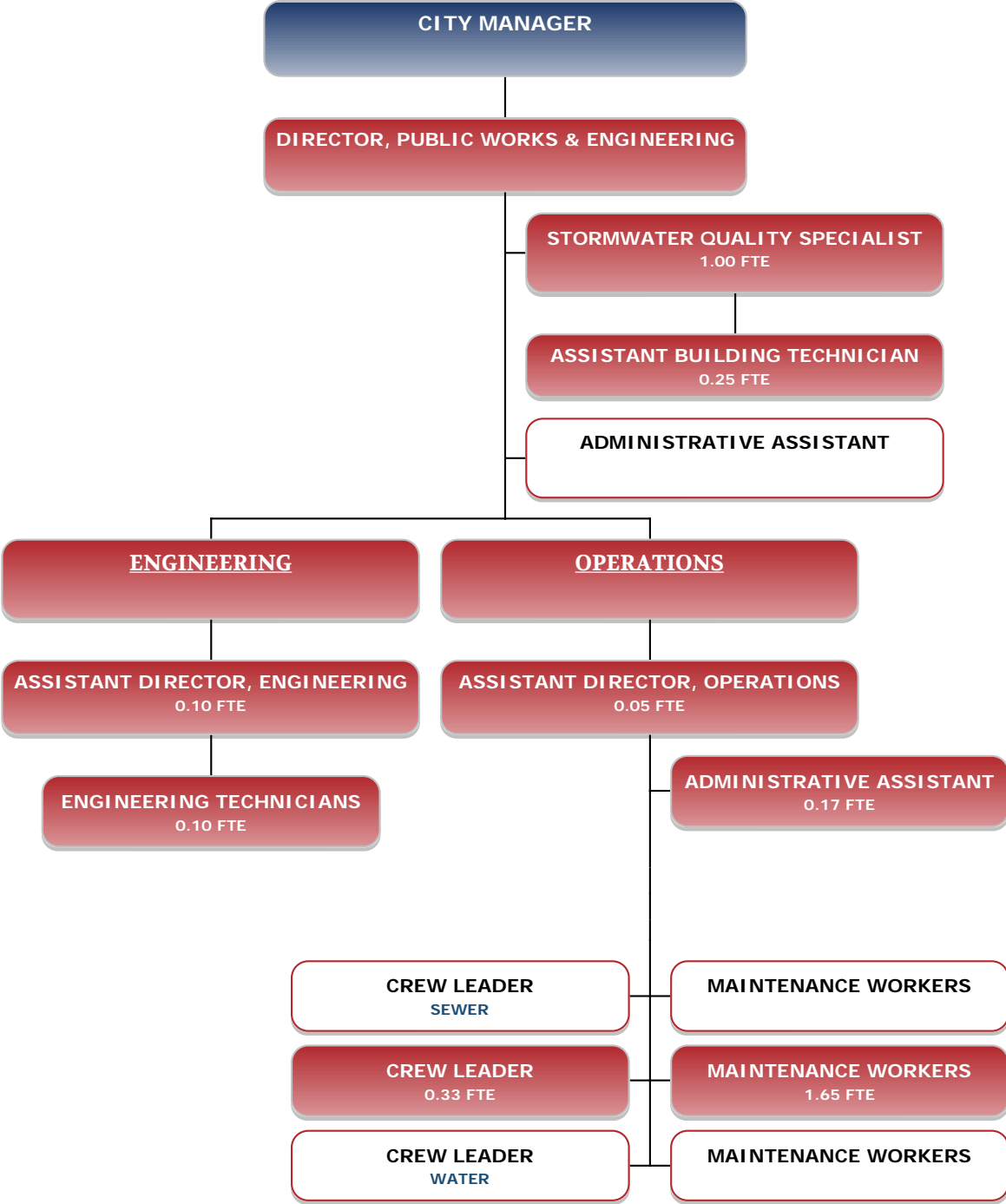
1. Continued the catch basin inlet cleaning program. All major road culverts were inspected and cleaned as necessary and a storm inlet stenciling program was initiated. In FY 2018 864 inlet structures were inspected and cleaned.

## **SIGNIFICANT BUDGETARY ISSUES**

No significant budgetary issues.



# PUBLIC WORKS STORMWATER



# STORMWATER

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	241,209	251,605	268,223	268,223	269,294	277,523	277,523	
Commodities	3,393	3,137	3,830	3,830	3,060	3,890	3,890	
Maintenance and Repairs	2,804	51,501	8,500	8,500	3,500	8,500	8,500	
Utilities	0	0	0	0	0	0	0	
Contractual	7,367	4,060	8,500	8,500	8,000	11,400	11,400	
Capital Outlay	0	0	0	0	0	0	0	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	0	0	0	0	0	0	0	
<b>Total</b>	<b>254,774</b>	<b>310,303</b>	<b>289,053</b>	<b>289,053</b>	<b>283,854</b>	<b>301,313</b>	<b>301,313</b>	<b>0</b>

## Position Control Roster

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
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	1.65	1.65
Engineering Technicians	0.10	0.10	0.10
Assistant Building Technician **	0.00	0.00	0.25
<b>Total FTE</b>	<b>3.25</b>	<b>3.40</b>	<b>3.65</b>

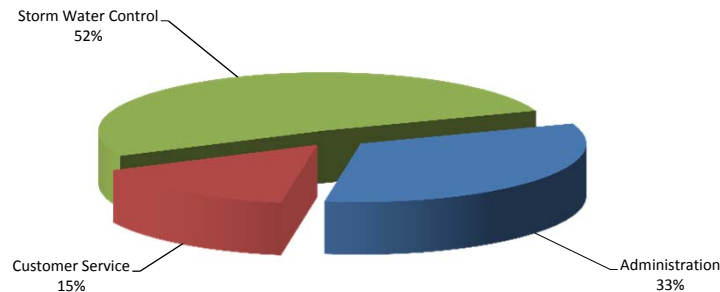
## By Program

	2018-19 Proposed
Administration	99,786
Customer Service	46,198
Storm Water Control	155,329
<b>Total</b>	<b>301,313</b>

\* FY18 Expansion added an additional FTE split with Streets, Storm Water, Water and Sewer

\*\* FY19 FTE was added the opening of Centerview, the Activity Center, and soon Hawk Ridge Park needing to be kept in first class condition along with City Hall, split 0.25 with Buildings & Grounds, 0.25 Stormwater, 0.50 Parks

## 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. 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 have full coverage of court both at the window and on the phone. Ensure all phone calls are returned within 24 hours.
3. Updated payment plan form to include an updated address and phone number. Now court personnel can remind defendants of when payment plans are due. This eliminates the expense of mailing a show cause notice and the amount of people having to appear before the Judge on a docket.

## FY 2018 PERFORMANCE SUMMARY

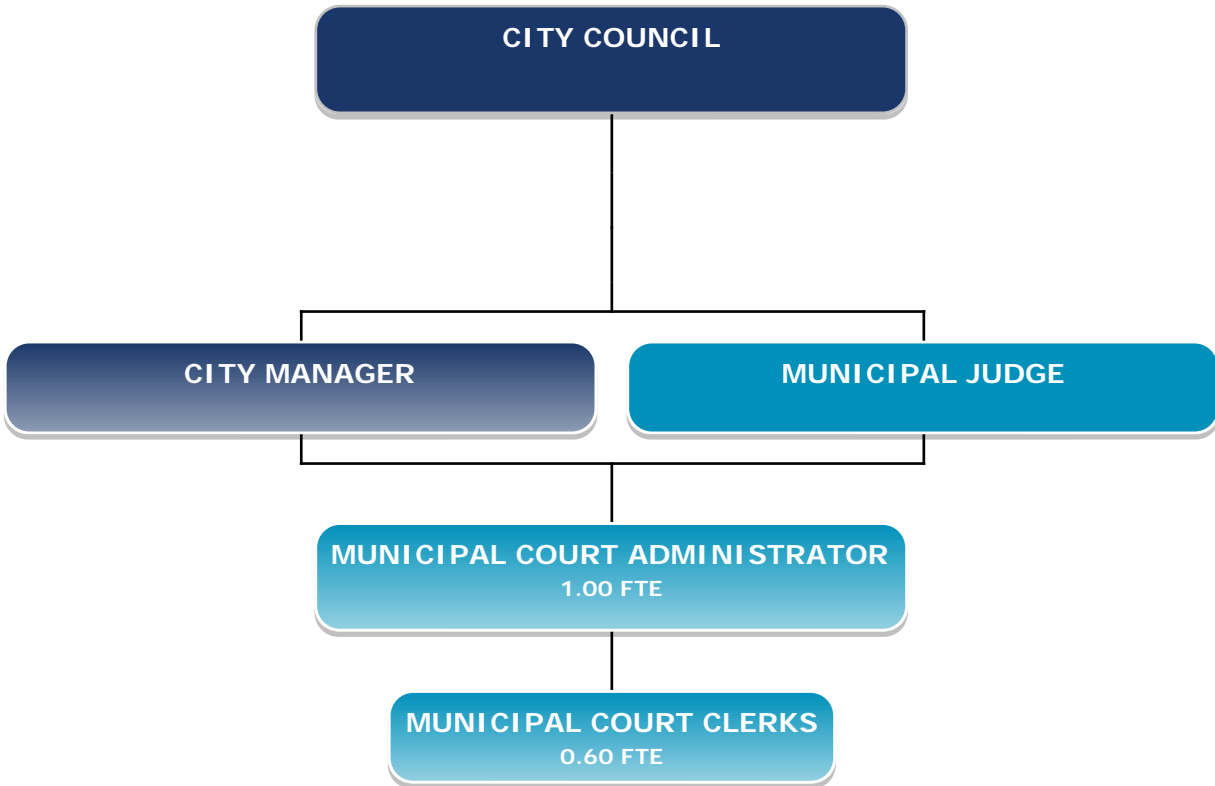
1. Applied to enroll in the State of Missouri Tax Offset Program to be able to collect old debt of unpaid fines/costs. Notified by State they are not accepting anymore courts at this time.
2. Received 100% compliance rating from the Dept. of Revenue on the seven day traffic disposition reporting requirement.
3. 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.
4. Utilizing the State Contract with Language Line Solutions for interpreting services.
5. Completed continuing education hours required.
6. The Judge and Court Administrator communicate on which defendants need to be arraigned at the Belton jail between court dates and on the weekend. Due to security issues and the fact that prisoners are now seen in the Jail, the Judge handles these arraignments in person.
7. Community Service offered in lieu of payment.
8. Continued to accept attorney entries via e-mail. This allows for quicker interaction time for both the clerks and attorneys.
9. Completed continuing education hours to maintain certification as Judge and Court Administration.
10. Researched, reviewed and utilized practical alternative sentencing for appropriate defendants.
11. Implemented new State Legislation and City Code.

## SIGNIFICANT BUDGETARY ISSUES

No significant budgetary issues.



# MUNICIPAL COURT



# MUNICIPAL COURT

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	137,916	136,309	142,596	142,596	128,796	108,232	108,232	
Commodities	2,023	2,430	2,901	2,901	2,640	2,564	2,564	
Maintenance and Repairs	0	0	0	0	0	0	0	
Utilities	0	0	0	0	0	0	0	
Contractual	26,384	7,821	11,800	11,800	9,610	13,603	13,603	
Capital Outlay	0	0	13,750	13,750	13,750	0	0	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	0	0	0	0	0	0	0	
<b>Total</b>	<b>166,322</b>	<b>146,560</b>	<b>171,047</b>	<b>171,047</b>	<b>154,796</b>	<b>124,399</b>	<b>124,399</b>	<b>0</b>

## Position Control Roster

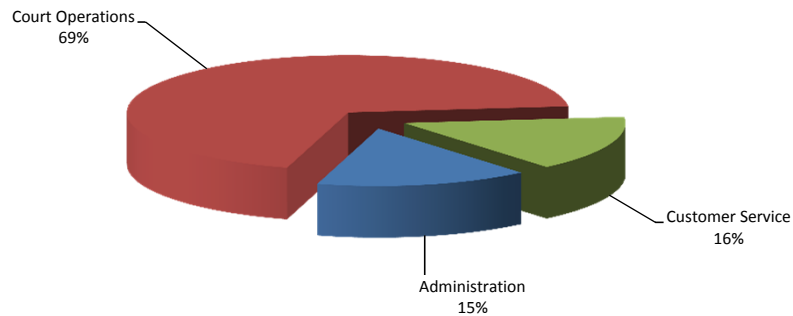
	2016-17 Actual	2017-18 Actual	2018-19 Proposed
Municipal Court Administrator	1.00	1.00	1.00
Municipal Court Clerks *	1.10	1.10	0.60
<b>Total FTE</b>	<b>2.10</b>	<b>2.10</b>	<b>1.60</b>

## By Program

	2018-19 Proposed
Administration	19,346
Court Operations	85,654
Customer Service	19,399
<b>Total</b>	<b>124,399</b>

\* FY19 During the fiscal year, the full-time position was vacated, reviewed and determined that it should be replaced with a part-time position

## 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. Continue to expand the use of statement billing, electronic billing and electronic notifications for utility billing.

## **FY 2018 PERFORMANCE SUMMARY**

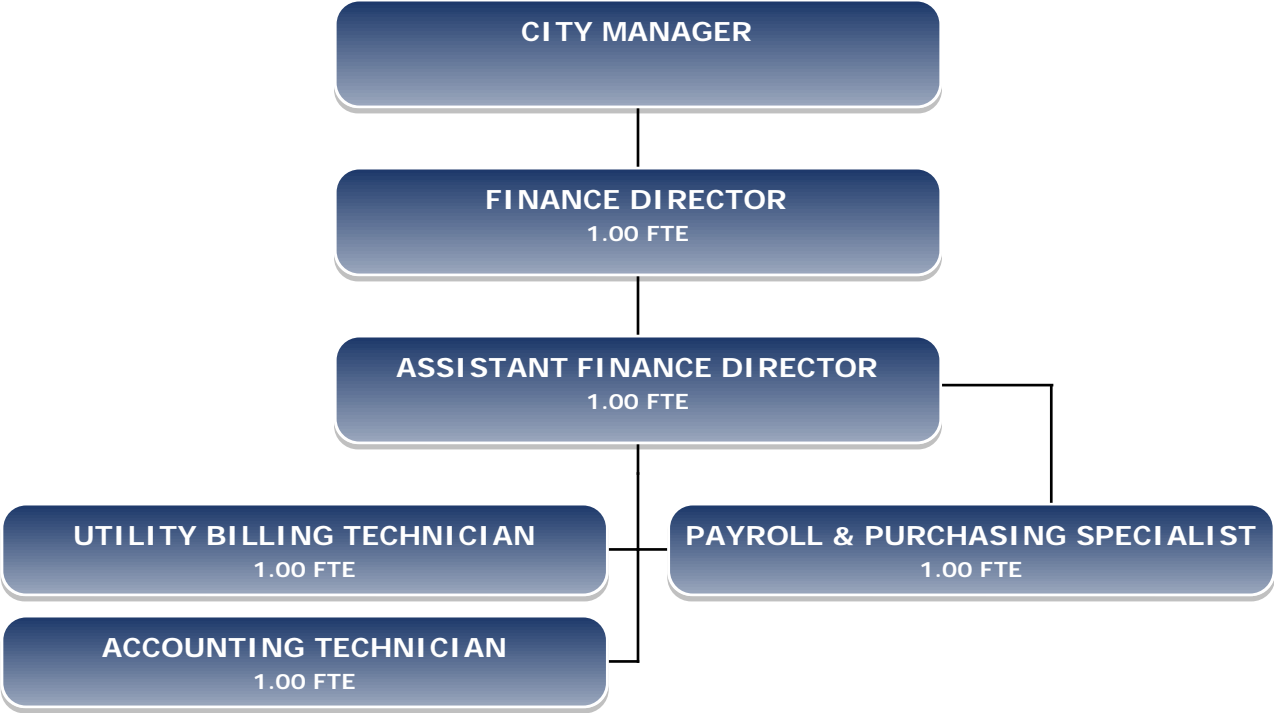
1. Received the GFOA Distinguished Budget Presentation Award for the 14th year.
2. Received the GFOA Award of Financial Reporting Achievement on the City's Comprehensive Annual Financial Report (CAFR) for the seventh year.
3. Received the Agency Certification Award from Universal Public Procurement Certification Council (UPPCC) for the eighth year.
4. Worked with the City's Financial Advisor and the City Council on a special obligation bond to fund the water meter infrastructure replacement to updated the meter system with reporting capabilities.
5. Ensured the City's compliance with all annual reporting for all outstanding debt in accordance with SEC reporting regulations.
6. Worked with all departments on the general obligation bond projects to ensure compliance.

## **SIGNIFICANT BUDGETARY ISSUES**

This budget includes funding for:

1. The annual audit. \$28,000
2. Utility billing and credit card processing. \$105,840

# FINANCE



# FINANCE

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	400,662	428,483	448,763	448,763	441,610	458,411	458,411	
Commodities	9,335	7,998	11,542	11,542	10,589	11,886	11,886	
Maintenance and Repairs	4,188	6,624	7,142	7,142	7,142	5,207	5,207	
Utilities	0	0	0	0	0	0	0	
Contractual	145,250	144,909	169,123	169,123	157,897	150,062	150,062	
Capital Outlay	5,023	3,127	0	0	0	0	0	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	0	0	0	0	0	0	0	
<b>Total</b>	<b>564,458</b>	<b>591,142</b>	<b>636,570</b>	<b>636,570</b>	<b>617,238</b>	<b>625,566</b>	<b>625,566</b>	<b>0</b>

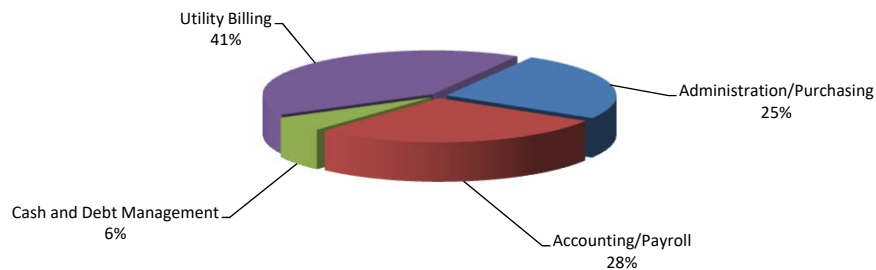
## Position Control Roster

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
Director, Finance	1.00	1.00	1.00
Assistant Director, Finance	1.00	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
<b>Total FTE</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

## By Program

	2018-19 Proposed
Administration/Purchasing	158,231
Accounting/Payroll	176,172
Cash and Debt Management	34,763
Utility Billing	256,400
<b>Total</b>	<b>625,566</b>

## 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. Support 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 2018 PERFORMANCE SUMMARY

1. Successfully completed the City's third major public work of art.
2. Doubled the participation in the annual Pop-up Art Project.
3. Created City's first Summer Concert Series.
4. In partnership with the City Attorney, established the City's first charitable foundation to support programming for the arts, parks, police and animal shelter
5. Led the City's communications and customer service efforts surrounding the citywide trash contract.
6. Developed regional partnerships through the Mid-America Regional Council with other cities to create a strategic plan for future drone and aerial photography use.
7. Hosted a successful update to the Reimagine Raymore community conversations.
8. Served as the City staff liaison with Google Fiber during the company's second round of installation throughout the City.
9. Worked with Public Works to remodel and enhance the lobby at City Hall to improve customer service interaction at various service points.
10. Represented the City at various regional and national events demonstrating our City's best practices and project.

## SIGNIFICANT BUDGETARY ISSUES

No significant budgetary issues.





# COMMUNICATIONS



# COMMUNICATIONS

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	0	145,705	199,168	199,168	190,684	201,046	201,046	
Commodities	0	7,924	6,500	6,500	5,000	6,500	6,500	
Maintenance and Repairs	0	0	0	0	0	0	0	
Utilities	0	0	0	0	0	0	0	
Contractual	0	30,934	92,100	92,100	92,100	93,400	93,400	
Capital Outlay	0	0	20,000	20,000	20,000	0	0	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	0	0	0	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>184,563</b>	<b>317,768</b>	<b>317,768</b>	<b>307,784</b>	<b>300,946</b>	<b>300,946</b>	<b>0</b>

## Position Control Roster

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
Communications Director	1.00	1.00	1.00
Communications Specialist	1.00	1.00	1.00
<b>Total FTE</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

## By Program

	2018-19 Proposed
Administration	159,767
Community Outreach	141,179
<b>Total</b>	<b>300,946</b>

## 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 education 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 2018 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.
4. Under new contract, the responsibility for miscellaneous expenses is covered.

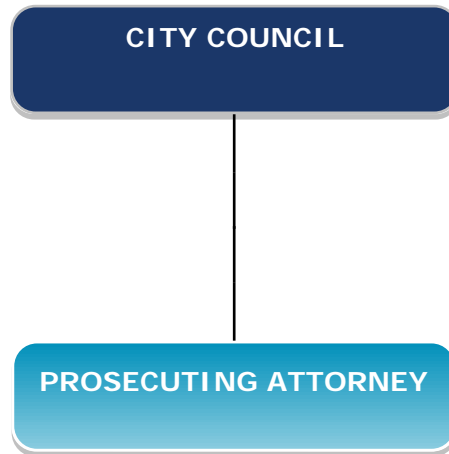
## SIGNIFICANT BUDGETARY ISSUES

No significant budgetary issues.



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# PROSECUTING ATTORNEY



# PROSECUTING ATTORNEY

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	0	0	0	0	0	0	0	0
Commodities	0	2,250	0	0	0	0	0	0
Maintenance and Repairs	0	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0
Contractual	0	19,915	20,140	20,140	21,200	24,940	24,940	0
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>0</b>	<b>22,165</b>	<b>20,140</b>	<b>20,140</b>	<b>21,200</b>	<b>24,940</b>	<b>24,940</b>	<b>0</b>

## Position Control Roster

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
	0.00	0.00	0.00
<b>Total FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## By Program

	2018-19 Proposed
Prosecution	24,940
<b>Total</b>	<b>24,940</b>

There are no FTE's associated with this budget, only a contracted Prosecutor

## Program as a Percentage of the Department Budget



# 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 2018 PERFORMANCE SUMMARY

1. Implementation of Unmanned Aerial Vehicle program; to include equipment purchase, deployment policy development and certification of remote pilot team.
2. Renovation of Police Squad room.
3. Implementation of paid recruit training and incentive programs for newly hired police officers.
4. Partnered with the Raymore Fall Festival Committee and conducted a crime prevention event in conjunction with the Fall Festival.
5. Applied for and received grant funding from the Missouri Division of Highway Safety for continued STEP traffic enforcement activities.
6. Achieved 100% compliance with new Missouri Peace Officers Standards and Training requirements.
7. Completed a complete code review and update in Chapters 200 and 300.

## SIGNIFICANT BUDGETARY ISSUES

No significant budgetary issues.





# 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 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

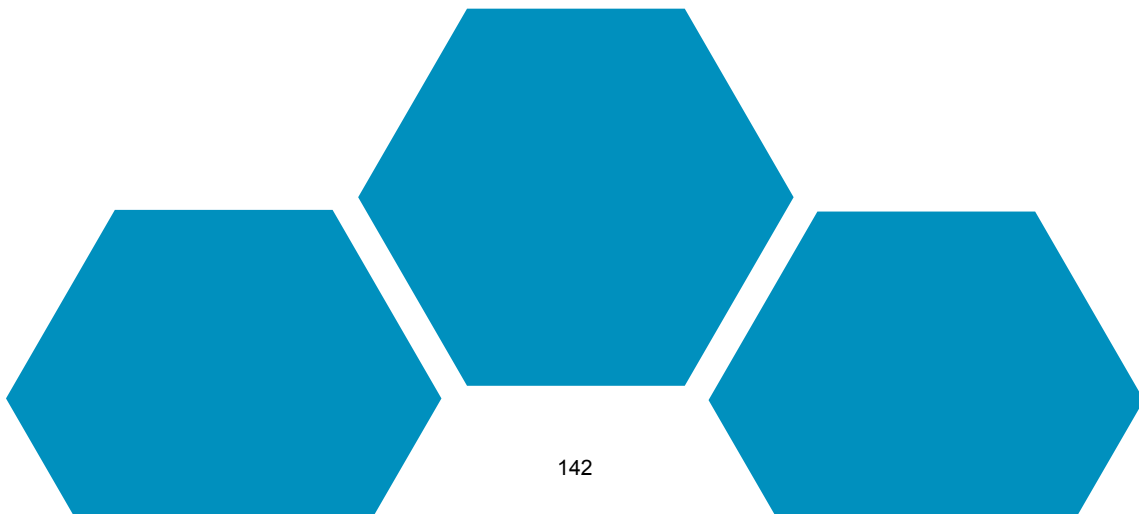
1. Make Raymore a safer community by meeting or exceeding the national clearance rate for Part I and Part II Crimes. **(2.1.1)**
2. Carry a lower than average caseload per detective to provide more focused, high-quality investigations. **(4.1.2)**
3. Continue specialization through training to more effectively investigate cases. **(4.2)**
4. Enhance interaction with the Cass County Prosecutor and Juvenile Office. **(2.1.3)**

## FY 2018 PERFORMANCE SUMMARY

1. Hired six new police officers for existing vacancies.
2. International Police Mountain Bike Trainer certification of a Raymore Officer.
3. Added two new bicycle officers for a total complement of four officers with bicycles.
4. Held a Fall Citizen's Police Academy class.
5. Partnered in two National Drug Take Back events.
6. Conducted one secure city-wide shred event at City Hall.
7. Partnered with local businesses to conduct a bicycle safety rodeo at City Hall.
8. Hosted numerous training seminars at Centerview for regional law enforcement, such as Crisis Intervention, Court Procedures and Peer Support.
9. The implementation of significant projects in FY 2018 such as the squad room renovation, UAV, bicycle and patrol vehicle cargo box installation programs were all accomplished under budget.

## SIGNIFICANT BUDGETARY ISSUES

There are no significant budgetary issues.



# 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 vaccinations and 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.
4. Expanded coverage to include West Peculiar Fire District.

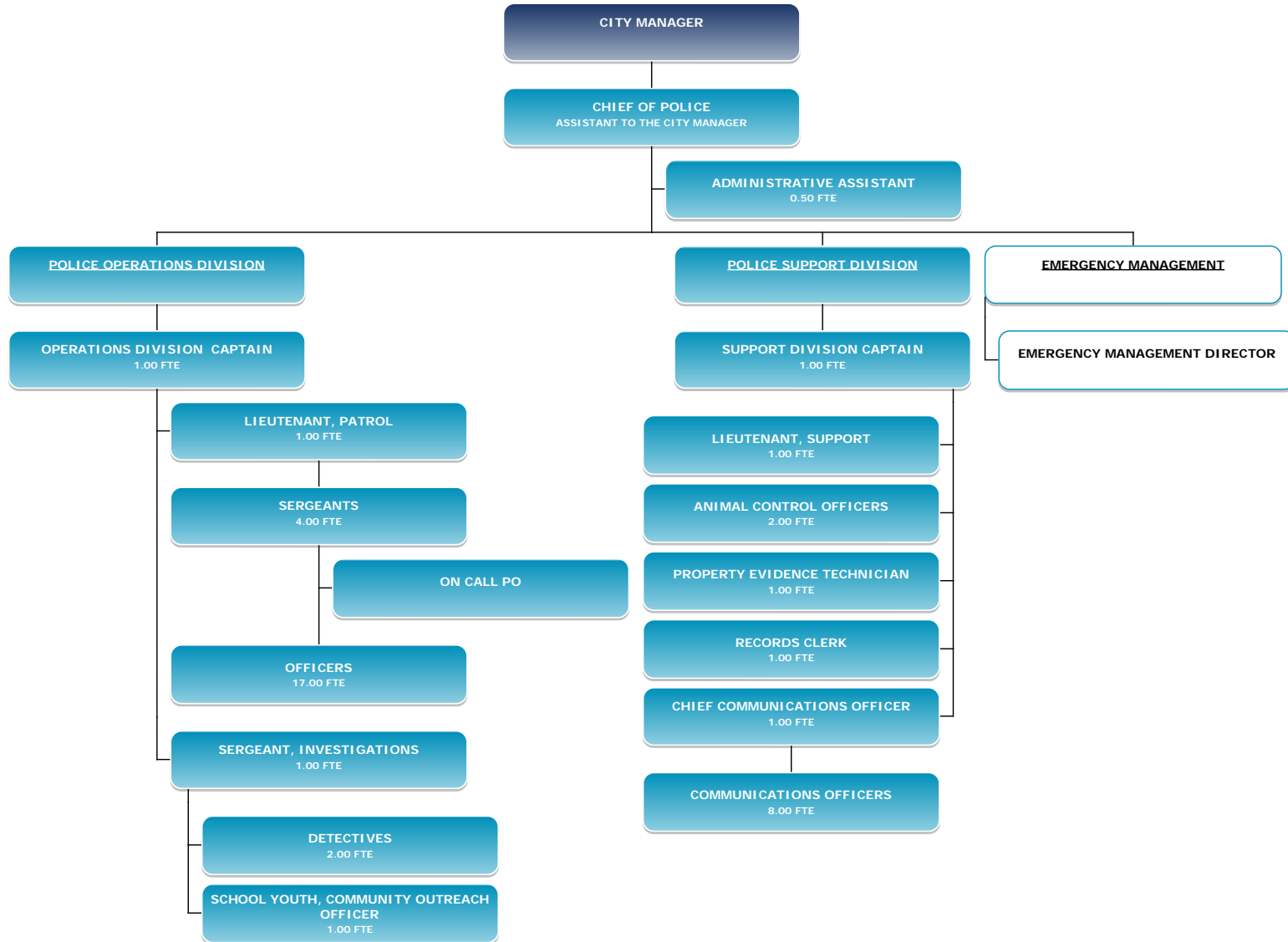
## **FY 2018 PERFORMANCE SUMMARY**

1. Transitioned two vehicles in the marked police fleet from Dodge Chargers to Ford Explorers.
2. Hired one full-time dispatcher.
3. Animal Control Officers conducted the third annual pet vaccination, licensing and microchipping clinic at Foxwood Springs, with 217 pets receiving services during the event.
4. Raymore Communications Officers handled nearly a 5% increase in CAD events.
5. The Property and Evidence Technician properly disposed of nearly 900 items of recovered property.
6. Completed the installation of the cargo boxes in all marked Patrol vehicles.
7. Achieved 100% compliance in the Missouri State Highway Patrol CJIS Audit.
8. Transitioned the Police Records Unit to a primarily digital (paperless) system.
9. Replaced an inoperable radar trailer.

## **SIGNIFICANT BUDGETARY ISSUES**

No significant budgetary issues.

# POLICE DEPARTMENT



# POLICE

## By Category

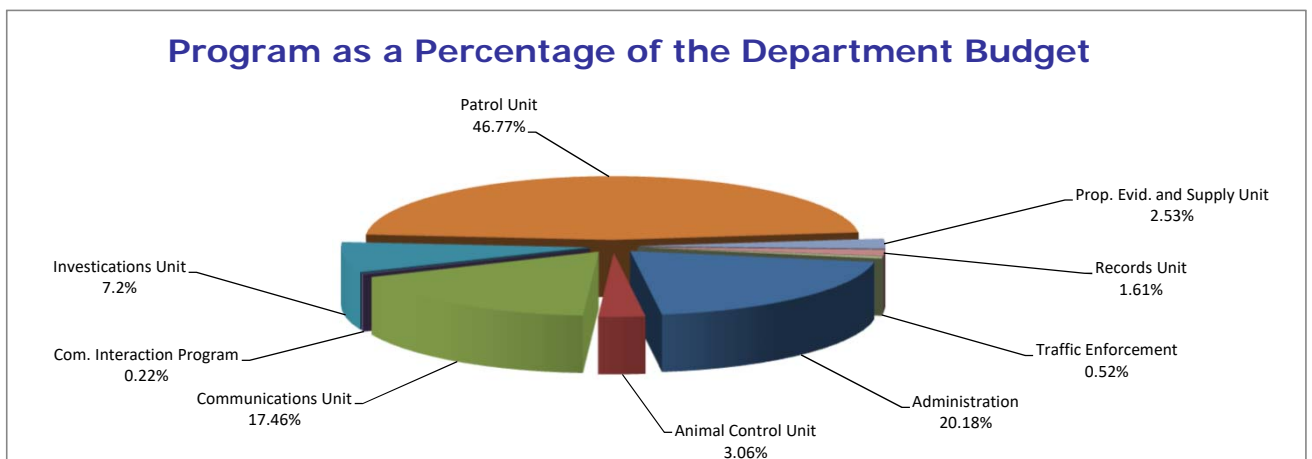
	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	3,105,419	3,435,020	3,791,779	3,791,779	3,608,783	3,887,585	3,887,585	
Commodities	93,866	105,796	104,150	104,150	99,700	106,900	106,900	
Maintenance and Repairs	18,402	21,152	22,000	22,000	22,000	25,000	25,000	
Utilities	0	0	0	0	0	0	0	
Contractual	84,752	87,352	100,624	100,624	91,774	99,236	99,236	
Capital Outlay	0	0	60,000	60,000	50,000	0	0	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	132,918	97,466	98,780	98,780	98,780	98,786	98,786	
<b>Total</b>	<b>3,435,356</b>	<b>3,746,786</b>	<b>4,177,333</b>	<b>4,177,333</b>	<b>3,971,037</b>	<b>4,217,507</b>	<b>4,217,507</b>	<b>0</b>

## Position Control Roster

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
Chief of Police	1.00	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>43.50</b>	<b>43.50</b>	<b>43.50</b>

## By Program

	2018-19 Proposed
Administration	851,004
Animal Control Unit	129,010
Communications Unit	736,585
Com. Interaction Program	7,000
Investigations Unit	324,594
Patrol Unit	1,972,717
Prop. Evid. and Supply Unit	106,718
Records Unit	67,773
Traffic Enforcement	22,106
<b>Total</b>	<b>4,217,507</b>



# 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 Community Emergency Response Team (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. 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)**
7. Investigate and explore additional emergency management funding opportunities through regional, state, and federal grants **(4.3.1)**.
7. Participated in the Region A annual exercise, workshops, discussions, and tabletop exercise.
8. 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.
9. Participated in several local and regional training exercises throughout the metropolitan area in conjunction with the state and other local agencies.
10. Continued participation in conferences and professional development on a wide range of issues impacting emergency management functions including the annual national and state emergency management conferences.

## 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 2018 PERFORMANCE SUMMARY

1. Continued as administrator for the regional credentialing system for Cass County to print and credential first responders.
2. Created a new flood call out plan to maximize resources and respond in a more timely and efficient manner in order to protect residents and other motorists from flooded roadways.
3. Continued as co-chair on the Integrated Warning Team committee that serves the MEMC and helped plan and lead the annual IWT day-long regional conference in January.
4. Created and helped facilitate a tabletop exercise for Foxwood Springs staff and administrators.
5. Responded and opened the Emergency Management Office during several severe weather events.
6. Continued as the Community Emergency Response Team (CERT) leader and held bi-monthly meetings that included shelter training, CPR training, and other community preparedness topics.



# EMERGENCY MANAGEMENT



# EMERGENCY MANAGEMENT

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	95,124	107,757	104,532	104,532	102,486	107,038	107,038	
Commodities	2,003	2,614	5,973	5,973	5,250	5,690	5,690	
Maintenance and Repairs	9,288	7,276	8,750	8,750	8,400	8,390	8,390	
Utilities	0	0	240	240	140	0	0	
Contractual	3,524	4,499	6,150	6,150	5,940	5,795	5,795	
Capital Outlay	0	0	0	0	0	0	0	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	3,936	3,936	3,936	3,936	3,936	3,637	3,637	
<b>Total</b>	<b>113,874</b>	<b>126,082</b>	<b>129,581</b>	<b>129,581</b>	<b>126,152</b>	<b>130,550</b>	<b>130,550</b>	<b>0</b>

## Position Control Roster

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
Emergency Management 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

	2018-19 Proposed
Administration	130,550
<b>Total</b>	<b>130,550</b>

## 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 2019 is budgeted at \$95,000.
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**Parks and Recreation (25)**

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed
<b>Fund Balance</b>							
Beginning of Year	681,891	539,863	511,986	511,986	576,832	519,162	519,162
<b>Revenue Parks</b>							
Property Taxes	351,079	364,047	376,201	376,201	384,584	402,780	402,780
Miscellaneous Revenues	12,368	7,420	5,305	5,305	14,100	7,967	7,967
Park Revenues	19,420	-	10,550	10,550	6,000	6,080	6,080
Transfer from General Fund	125,000	100,000	100,000	100,000	100,000	100,000	100,000
Transfer from Parks Sales Tax Fund	150,000	375,000	350,000	350,000	350,000	350,000	350,000
<b>Revenue Recreation</b>							
Miscellaneous	-	-	-	-	3,621	-	-
Programs	332,958	332,636	364,025	364,025	332,000	227,520	227,520
Facility Rental Revenue	-	24,159	15,000	15,000	15,000	22,200	22,200
Concession Revenue	43,007	54,273	52,000	52,000	58,000	62,000	62,000
<b>Revenue Centerview</b>							
Facility Rental Revenue	-	8,971	50,205	50,205	40,000	50,205	50,205
Program Revenue	-	-	4,200	4,200	1,000	2,600	2,600
<b>Revenue The RAC</b>							
Miscellaneous	-	-	-	-	-	2,340	2,340
Concession Revenue	-	-	-	-	-	7,650	7,650
Facility Rental Revenue	-	-	-	-	-	13,050	13,050
Program Revenue	-	-	-	-	2,000	146,800	146,800
<b>Total Revenue</b>	<b>1,033,831</b>	<b>1,266,506</b>	<b>1,327,486</b>	<b>1,327,486</b>	<b>1,306,305</b>	<b>1,401,192</b>	<b>1,401,192</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,715,723</b>	<b>1,806,369</b>	<b>1,839,472</b>	<b>1,839,472</b>	<b>1,883,138</b>	<b>1,920,353</b>	<b>1,920,354</b>
<b>Expenditures Parks</b>							
Personnel	416,669	445,451	467,894	467,894	467,894	498,363	498,363
Commodities	25,998	21,301	27,213	27,213	25,512	25,337	25,337
Maintenance & Repairs	54,969	42,212	47,500	47,500	46,500	47,000	47,000
Utilities	40,563	44,766	44,802	44,802	49,552	46,779	46,779
Contractual	34,126	45,568	50,036	50,036	47,297	59,244	59,244
Capital Outlay	31,826	5,006	-	-	-	7,900	7,900
Transfers/Miscellaneous	56,126	47,617	47,617	47,617	47,617	48,366	48,366
<b>Expenditures Recreation</b>							
Personnel	278,095	334,084	338,085	338,085	338,793	343,431	343,431
Commodities	9,822	3,494	12,698	12,698	16,550	10,359	10,359
Contractual	227,666	219,480	230,949	230,949	211,135	183,286	183,286
Capital Outlay	-	-	-	-	-	-	-
<b>Expenditures Centerview</b>							
Commodities	-	3,824	6,180	6,180	4,680	7,180	7,180
Maintenance & Repairs	-	7,200	5,200	5,200	2,250	3,850	3,850
Utilities	-	5,354	22,482	22,482	13,582	14,682	14,682
Contractual	-	4,180	20,543	20,543	13,443	23,543	23,543
<b>Expenditures RAC</b>							
Commodities	-	-	-	-	-	10,120	10,120
Maintenance & Repairs	-	-	-	-	-	4,000	4,000
Utilities	-	-	-	-	3,671	14,682	14,682
Contractual	-	-	-	-	500	52,370	52,370
	1,175,860	1,229,537	1,321,199	1,321,199	1,288,976	1,400,492	1,400,492
Capital Expenditures			75,000	75,000	75,000		
Other							
	-	-	75,000	75,000	75,000	-	-
<b>Total Expenditures</b>	<b>1,175,860</b>	<b>1,229,537</b>	<b>1,396,199</b>	<b>1,396,199</b>	<b>1,363,976</b>	<b>1,400,492</b>	<b>1,400,492</b>
<i>Net Revenue over Expenditures</i>	<i>(142,028)</i>	<i>36,969</i>	<i>(68,713)</i>	<i>(68,713)</i>	<i>(57,671)</i>	<i>700</i>	<i>700</i>
<b>Fund Balance (Gross)</b>	<b>539,863</b>	<b>576,832</b>	<b>443,273</b>	<b>443,273</b>	<b>519,162</b>	<b>519,861</b>	<b>519,862</b>
<i>Less: Reserve Balance</i>	<i>235,172</i>	<i>245,907</i>	<i>264,240</i>	<i>264,240</i>	<i>257,795</i>	<i>280,098</i>	<i>280,098</i>
<b>Available Fund Balance - End of Year</b>	<b>304,691</b>	<b>330,925</b>	<b>179,033</b>	<b>179,033</b>	<b>261,366</b>	<b>239,763</b>	<b>239,763</b>

# Real Estate Property Tax

<p><b>General Ledger Codes:</b></p> <p>25 25-4010-0000</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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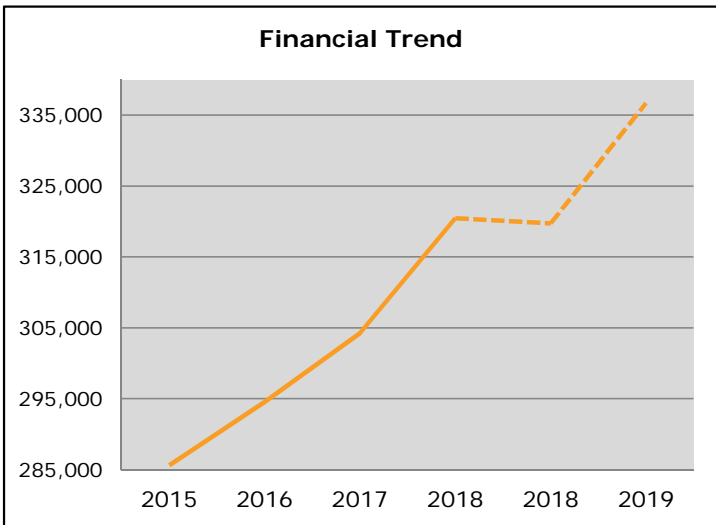
## Revenue Description

**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 \$282,513,915 compared to \$271,129,187 last year. The collection rate is estimated at 99%.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	304,229	3.30%
2018 Budget	320,442	5.33%
2018 Projected	319,730	5.10%
2019 Estimated	336,715	5.31%



# Personal Property Tax

<p><b>General Ledger Codes:</b></p> <p>25 25-4020-0000</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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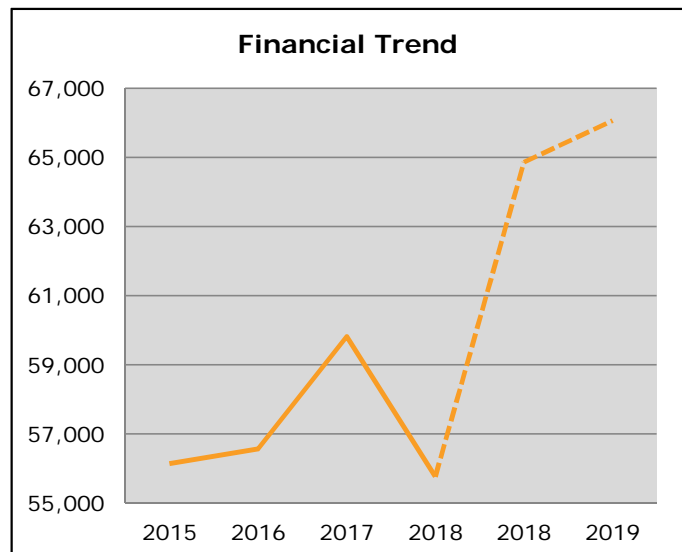
## Revenue Description

**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 FY19 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 \$52,240,676 compared to \$45,786,092 last year. The collection rate is estimated at 99%.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	59,818	5.75%
2018 Budget	55,759	-6.79%
2018 Projected	64,855	8.42%
2019 Estimated	66,065	1.87%



# Interest Revenue

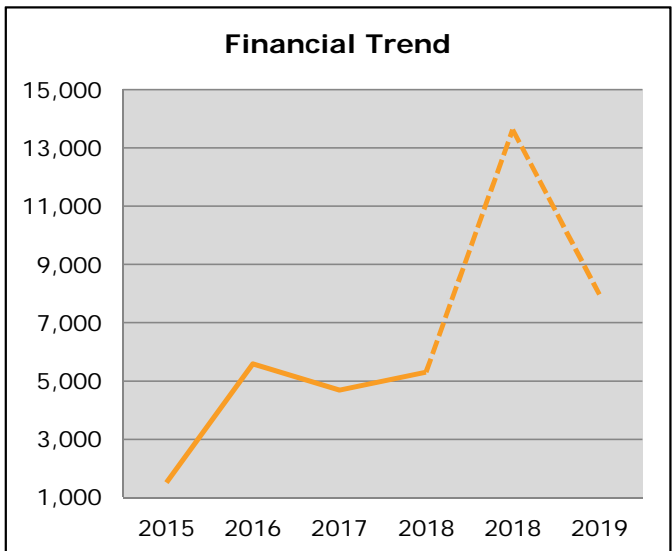
<b>General Ledger Codes:</b> 25 25-4350-0000	<b><u>Legal Authority:</u></b> State Statute: Chapter 82
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## Revenue Description

**Interest Revenue** - This account is used to record revenues associated with the City's return on investments of idle funds.

FY18 revenues are projected on current interest rates being earned. FY19 revenues are estimated based on the average earnings for the past (3) three years.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	4,684	-16.20%
2018 Budget	5,305	13.26%
2018 Projected	13,626	177.65%
2019 Estimated	7,967	19.53%





# Miscellaneous Revenue

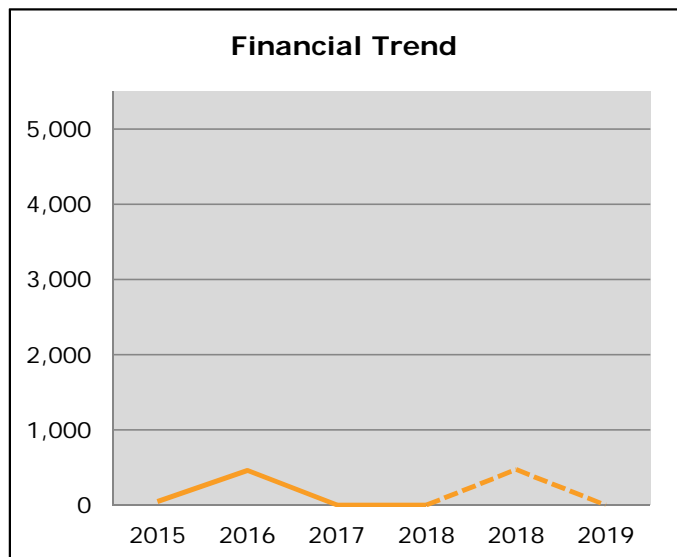
<p><b>General Ledger Codes:</b> 25 25-4370-0000</p>	<p><b><u>Legal Authority:</u></b> State Statute: Chapter 82</p>
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## Revenue Description

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

FY2018 revenues were based on current auction receipts. Due to the random receipts this revenue source is not budgeted.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	0	N/A
2018 Budget	0	N/A
2018 Projected	474	N/A
2019 Estimated	0	N/A



# Legacy/Honor Program

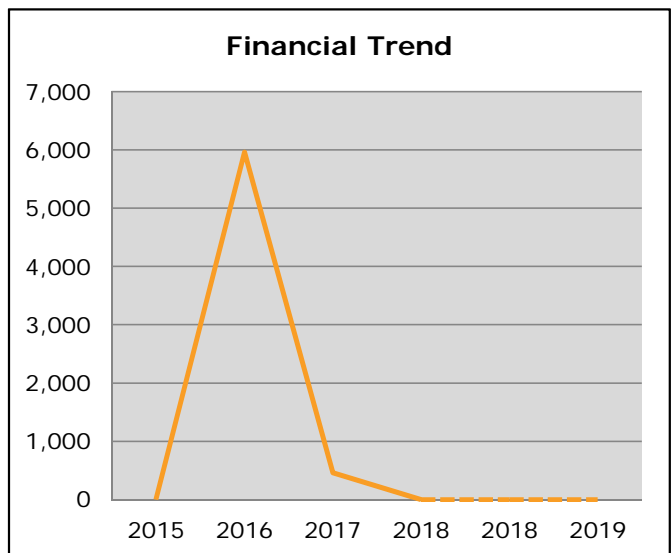
<b>General Ledger Codes:</b> 25 25-4480-1500	<b><u>Legal Authority:</u></b> State Statute: Chapter 82
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## Revenue Description

**Legacy/Honor Program** - FY16 and FY17 revenues are associated with the new Legacy/Honor Programs. These programs include honor bricks, tributees, and memorial benches.

These funds have been reallocated to a trustee account.

Fiscal Year	Collection	Annual Percentage Change
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	5,960	N/A
2017 Actual	460	-92.28%
2018 Budget	0	N/A
2018 Projected	0	N/A
2019 Estimated	0	N/A



# Park Rental Fees

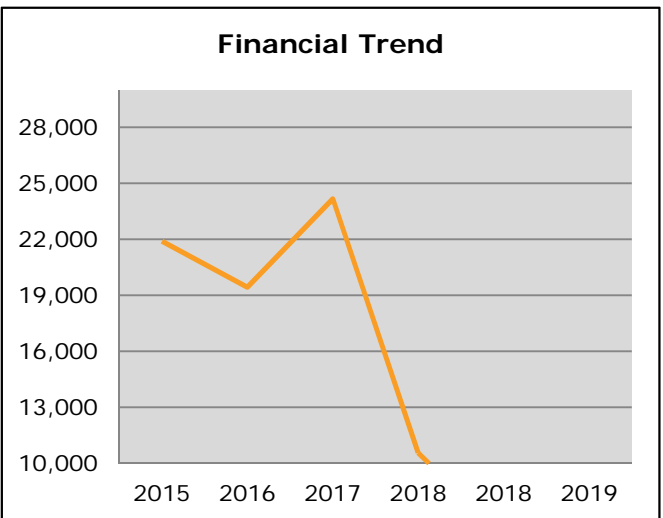
<b>General Ledger Codes:</b> 25 25-4710-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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## Revenue Description

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

FY19 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
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 Actual	24,159	24.40%
2018 Budget	10,550	-56.33%
2018 Projected	6,000	-18.83%
2019 CM Proposed	6,080	-74.50%



# Transfers from General Fund

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

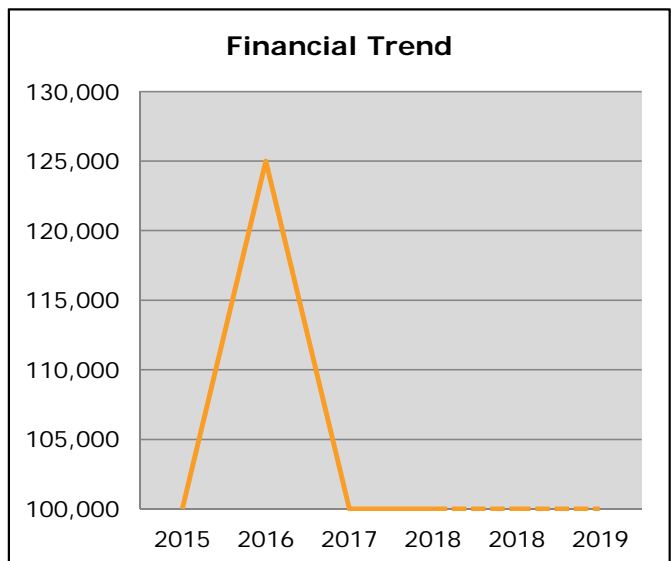
**Transfers from General Fund** - These funds represent a fund balance transfer from the General Fund of the City and are used to support the Parks Department and associated programs which benefit the citizens as a whole.

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
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 Actual	100,000	-20.00%
2018 Budget	100,000	0.00%
2018 Projected	100,000	0.00%
2019 Estimated	100,000	0.00%



# Transfer from Park Sales Tax Fund

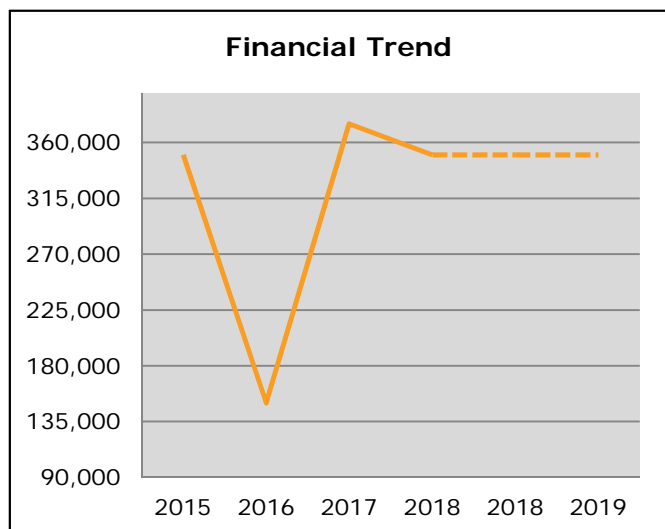
<b>General Ledger Codes:</b> 25 25-4947-0000	<b>Legal Authority:</b> Municipal Code: n/a
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## Revenue Description

**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 FY19 are estimated to remain the same as FY18.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	375,000	150.00%
2018 Budget	350,000	-6.67%
2018 Projected	350,000	0.00%
2019 Estimated	350,000	0.00%



# 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

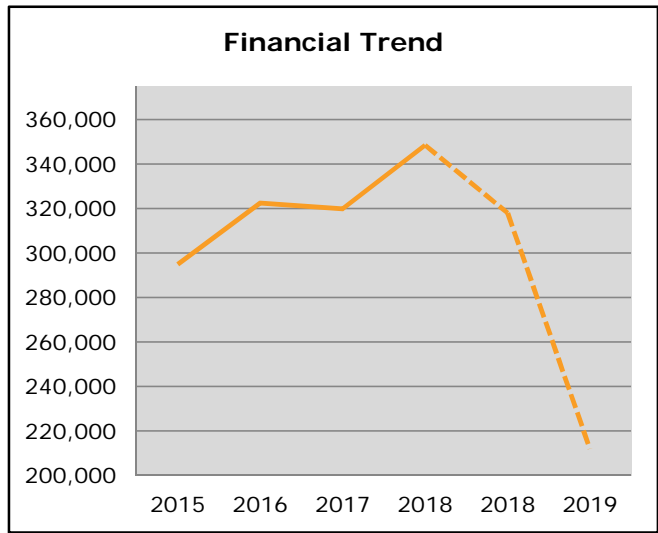
**Recreation Programs** - Participant fees for recreation programs are recorded in this account.

FY18 projected revenues are based on current receipts and projected participation on fall sports based on the past 3 years.

During FY18 the Raymore Activity Center (RAC) was opened. This facility will house the basketball, volleyball and camp programs, therefore those revenues have been split out to the RAC department 27 for the FY19 budget.

FY19 revenues are estimated conservatively based on flag football, baseball, softball, soccer, instructional programs, tiny sports, and fitness programs.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	319,803	-0.80%
2018 Budget	348,525	8.98%
2018 Projected	318,000	-9.54%
2019 Estimated	212,020	-42.93%



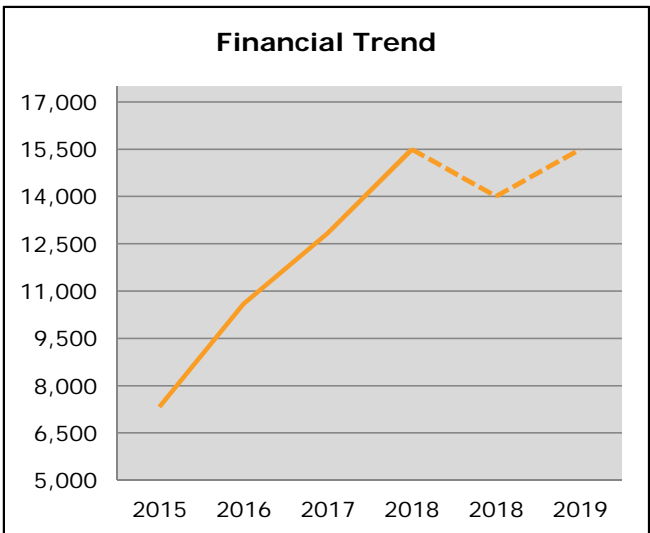
# Special Event Contributions

<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.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	12,832	21.17%
2018 Budget	15,500	20.79%
2018 Projected	14,000	-11.69%
2019 Estimated	15,500	0.00%



# Concession Revenues

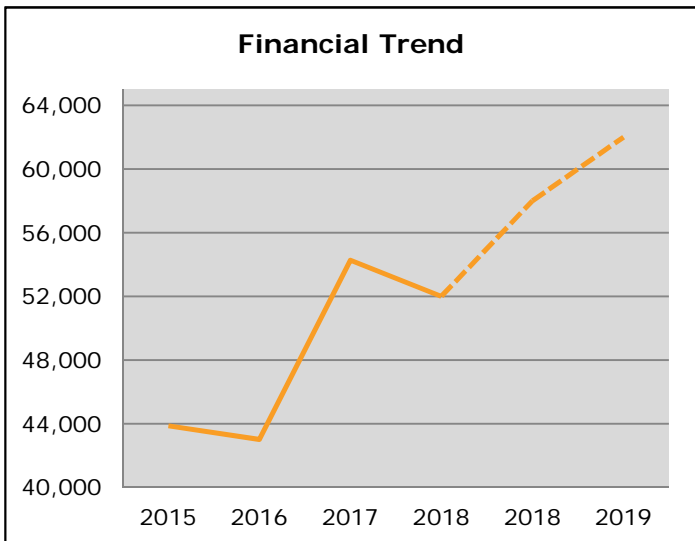
<p><b>General Ledger Codes:</b></p> <p>25 26-4700-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Code: n/a  State Statute: n/a</p>
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## Revenue Description

**Concession Revenue** - Revenues collected from concession proceeds from the concessions stands located within Recreation Park and Memorial Park are recorded in this account.

FY18 revenues are based on current receipts and past 3 years historical data and current pricing. FY19 projected revenues are based on the past 2 years experience and future pricing.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	54,273	26.20%
2018 Budget	52,000	20.91%
2018 Projected	58,000	11.06%
2019 CM Propose	62,000	16.13%





# Facility Rental Revenue

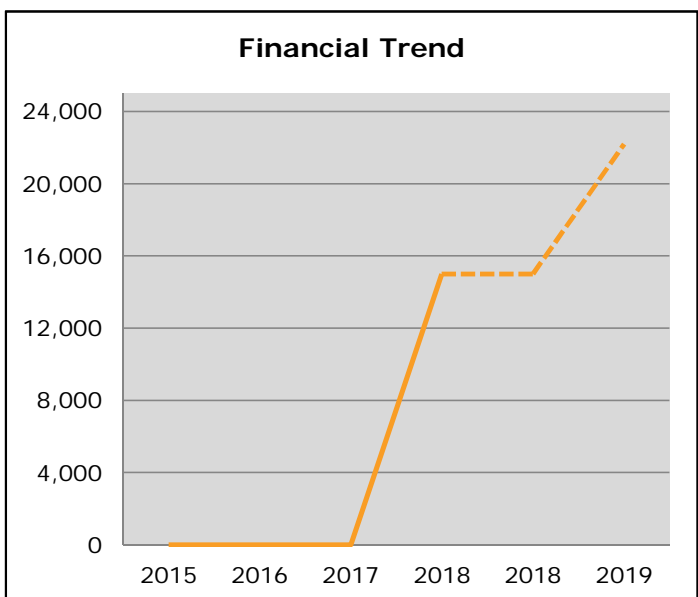
<p><b>General Ledger Codes:</b></p> <p>25 26-4710-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Code: n/a  State Statute: n/a</p>
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## Revenue Description

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

FY19 is estimated with 12 rentals.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	0	N/A
2018 Budget	15,000	N/A
2018 Projected	15,000	N/A
2019 Estimated	22,200	48.00%



# Facility Rental Fees

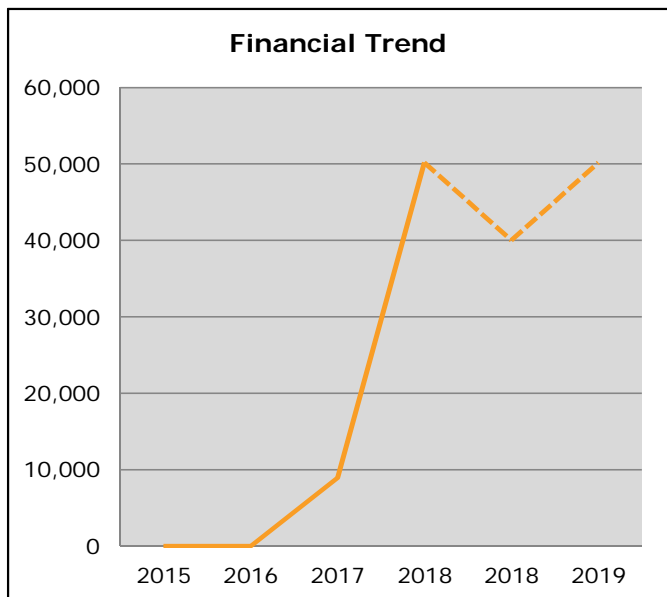
<b>General Ledger Codes:</b> 25 27-4710-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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## Revenue Description

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

FY18 revenues are based on current receipts, and projected rentals through the end of the fiscal year. FY19 projected revenues are based on current rentals, current deposits for FY19 rentals, and interest show through phone conversations and tours of the facility.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	8,971	N/A
2018 Budget	50,205	N/A
2018 Projected	40,000	345.87%
2019 Estimated	50,205	25.51%



# 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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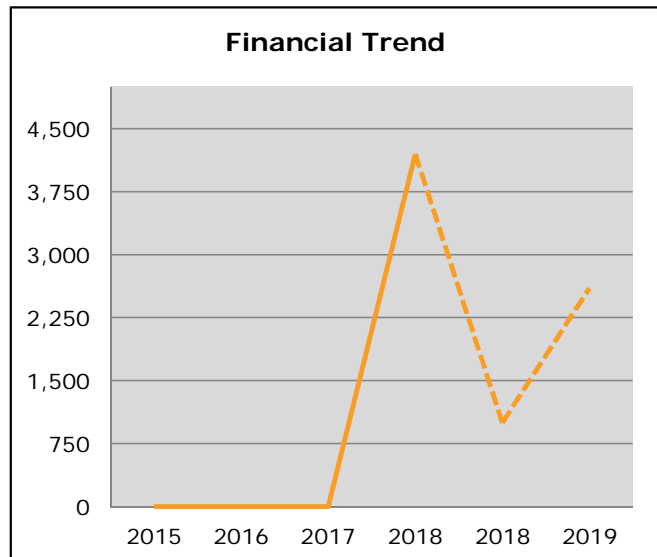
## Revenue Description

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

FY18 revenues are based on current receipts and projected receipts for the remaining FY18 programs. FY19 revenues are estimated based on the following programs being offered:

- 4 Instructional classes
- 4 Senior Programs
- 2 Facility Special Events

Fiscal Year	Collection	Annual Percentage Change
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 Actual	0	N/A
2018 Budget	4,200	N/A
2018 Projected	1,000	N/A
2019 Estimated	2,600	160.00%



# Miscellaneous Revenue

<p><b>General Ledger Codes:</b> 25 28-4370-0000</p>	<p><b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a</p>
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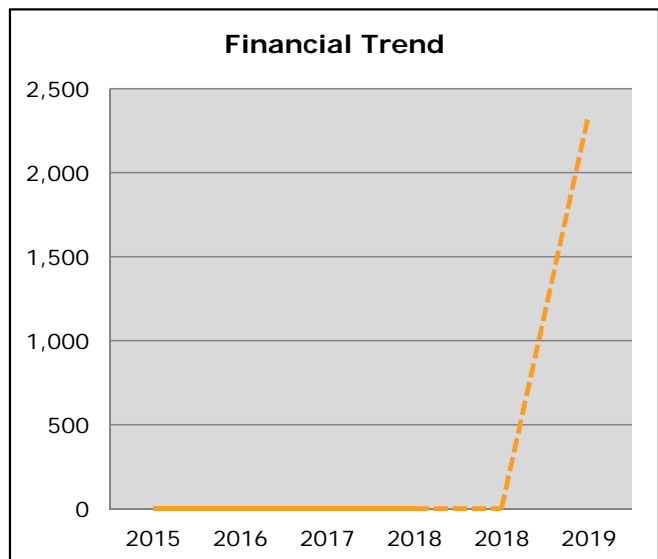
## Revenue Description

**RAC - Miscellaneous Revenue-** Revenue earned from open gym program fees.

The Raymore Activity Center (RAC) opened on August 6, 2018. The facility offers a three lane track, basketball and volleyball.

Due to the late opening, staff did not budget nor project any revenue for FY18. FY19 estimated revenue is based on a \$3 fee and 780 participants.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	0	N/A
2018 Budget	0	N/A
2018 Projected	0	N/A
2019 Estimated	2,340	N/A



# RAC Concession Revenues

<p><b>General Ledger Codes:</b></p> <p>25 28-4700-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Code: n/a  State Statute: n/a</p>
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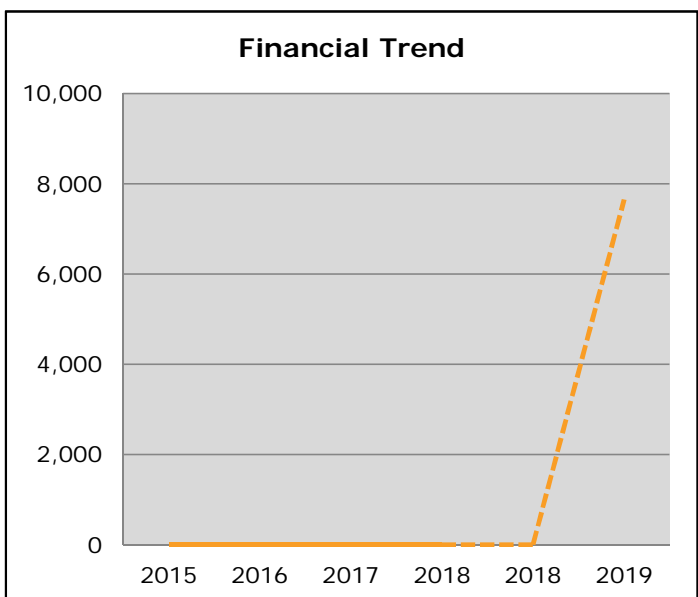
## Revenue Description

**RAC Concession Revenue** - Revenues collected from concession proceeds from the concessions stands located within the Raymore Activity Center are recorded in this account.

The Raymore Activity Center (RAC) opened on August 6, 2018. The facility offers a three lane track, basketball and volleyball.

Due to the late opening, staff did not budget nor project any revenue for FY18. FY19 estimated revenue is conservatively based on the basketball and volleyball programs being offered.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	0	N/A
2018 Budget	0	N/A
2018 Projected	0	N/A
2019 Estimated	7,650	N/A



# Facility Rental Revenue

<p><b>General Ledger Codes:</b></p> <p>25 28-4710-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Code: n/a  State Statute: n/a</p>
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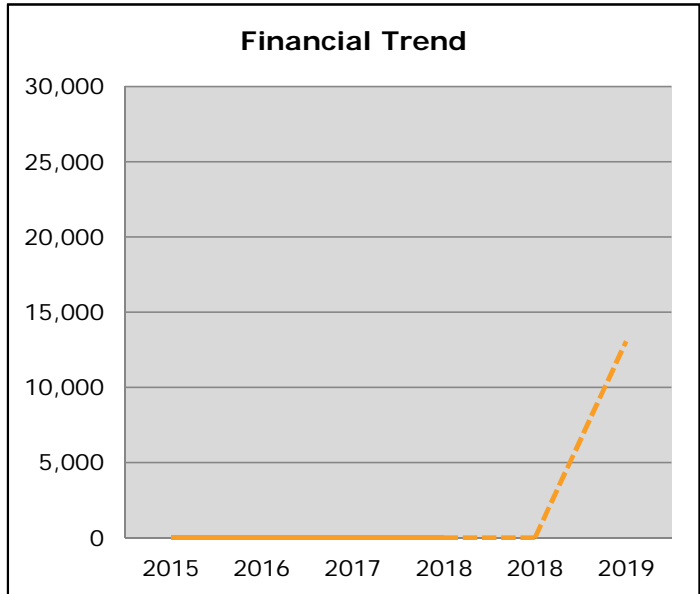
## Revenue Description

**RAC Facility Rental Revenue-** rental fees associate with tournament rentals and facility rentals at the Raymore Activity Center.

The Raymore Activity Center (RAC) opened on August 6, 2018. The facility offers a three lane track, basketball and volleyball.

FY19 is estimated based on 50 hours of 1/2 court gym rental, 50 hours of full court rental, 2 full day facility rentals, and 4 afterhours full facility rentals.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	0	N/A
2018 Budget	0	N/A
2018 Projected	0	N/A
2019 Estimated	13,050	N/A



# Raymore Activity Center 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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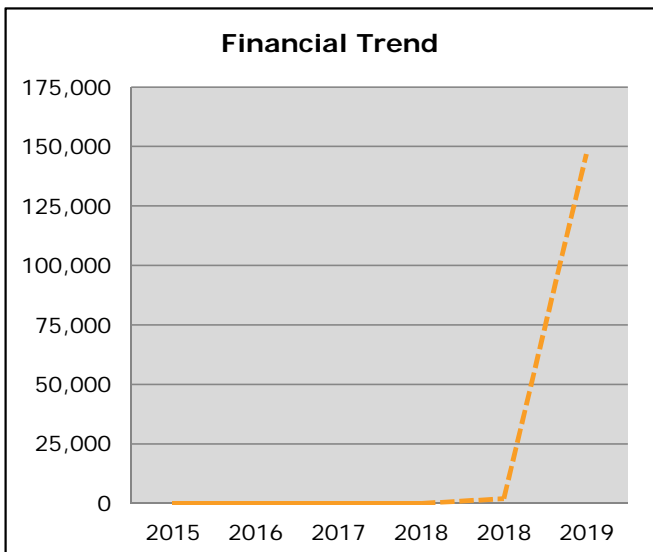
## Revenue Description

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

The Raymore Activity Center (RAC) opened on August 6, 2018. The facility offers a three lane track, basketball, volleyball, as well as some indoor fitness activities. Due to the late opening, staff did not budget any revenue for FY18, however, did conservatively project revenues based on fall volleyball, karate, and fitness being offered August through October.

FY19 estimated revenue is based on the following programs being offered; volleyball, basketball, karate, fitness, and day camp.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	0	N/A
2018 Budget	0	N/A
2018 Projected	2,000	N/A
2019 Estimated	146,800	7240.00%





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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. Develop a tree preservation policy/ordinance that protects public trees and establishes guidelines for the Raymore Arboretum **(2.2.3)**
2. Continue to implement ADA improvements and safety throughout the park system including replacements of Memorial Park trail lights and fundraising efforts for the all inclusive playground at Hawk Ridge Park. **(2.3.1)**
3. Complete the transformation at the entrance of Recreation Park with the grand opening of the Raymore Activity Center, construction that includes replacing the Park House with a new picnic shelter and the refurbishing Recreation Pond. **(1.2.1)**

### **Park Maintenance**

1. Develop a park trail and parking lot maintenance program. **(2.3.3)**
2. Revise the maintenance program for day-to-day operations that includes Centerview, Hawk Ridge Park amenities, T.B. Hanna amenities, the Raymore Activity Center and Recreation Park amenities and the neighborhood parks and trail system. **(2.2.1)**

## **FY 2018 PERFORMANCE SUMMARY**

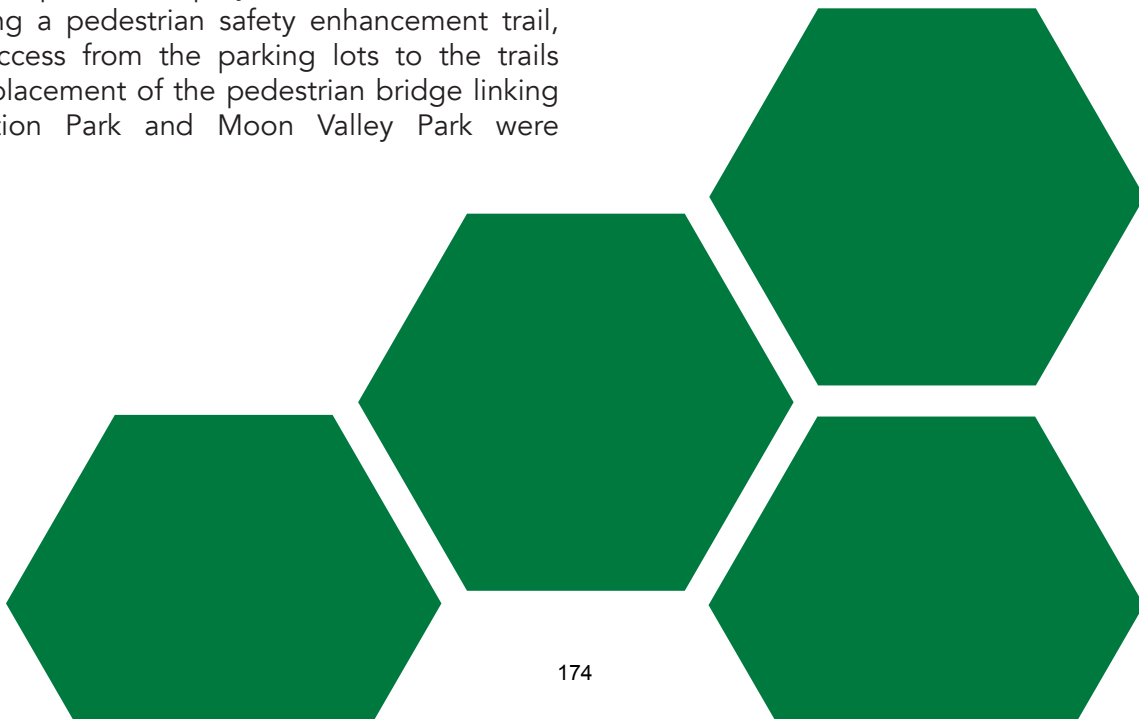
1. Park's maintenance crews completed the transformation of the west side of Memorial Park into Raymore's first public Arboretum.
2. Parks administration completed the design and bidding of improvements at Hawk Ridge Park which include a shelter facility with restrooms, amphitheater, loop trail and parking areas. Included in the improvement package is a cooperative agreement with the Missouri Department of Conservation that includes a reimbursement grant for an ADA fishing dock, fishing jetty, a restroom facility and additional trail access. Construction is expected to be completed in early 2019.
3. Parks administration completed the design and bidding of improvements at T.B. Hanna Station including a spray-ground, playground, restroom and storage facility, synthetic ice rink and trails. Construction is expected to begin in the fall of 2018
4. Capital Improvement projects at Memorial Park, including ADA access to the baseball fields, a loop trail and development of the Raymore Arboretum were completed in June 2018.
5. Capital Improvement projects at Recreation Park, including a pedestrian safety enhancement trail, ADA access from the parking lots to the trails and replacement of the pedestrian bridge linking Recreation Park and Moon Valley Park were

completed in 2018.

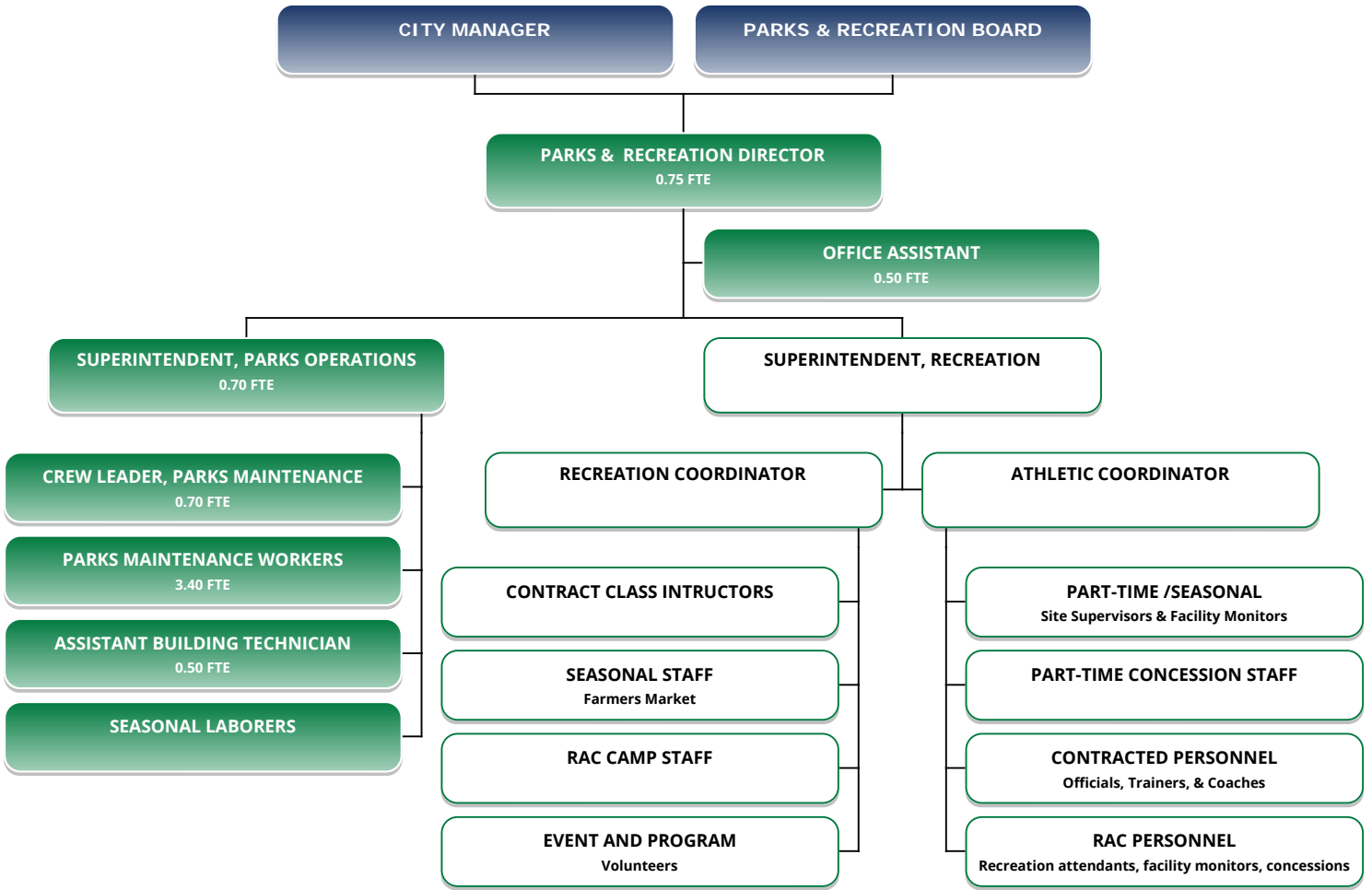
6. The Park Maintenance Facility Administrative area was remodeled and the outside workspace was enclosed with a privacy fence for additional storage and workspace.

## **SIGNIFICANT BUDGETARY ISSUES**

1. With the addition of the Raymore Activity Center, Centerview, Hawk Ridge Park and T.B. Hanna Station, the Raymore Arboretum 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. This budget includes 50% funding for an Assistant Building Technician.



# PARKS DIVISION



# PARKS DIVISION

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	416,669	445,451	467,894	467,894	467,894	498,363	498,363	
Commodities	25,998	21,301	27,213	27,213	25,512	25,337	25,337	
Maintenance and Repairs	54,969	42,212	47,500	47,500	46,500	47,000	47,000	
Utilities	40,563	44,766	44,802	44,802	49,552	46,779	46,779	
Contractual	34,126	45,568	50,036	50,036	47,297	59,244	59,244	
Capital Outlay	31,826	5,006	0	0	0	7,900	7,900	
Transfers/Miscellaneous	56,126	47,617	47,617	47,617	47,617	48,366	48,366	
Debt Service	0	0	0	0	0	0	0	
<b>Total</b>	<b>660,277</b>	<b>651,921</b>	<b>685,062</b>	<b>685,062</b>	<b>684,372</b>	<b>732,989</b>	<b>732,989</b>	<b>0</b>

## Position Control Roster

	Actual	Actual	Proposed
Director, Parks & Recreation **	0.72	0.72	0.75
Superintendent, Parks Operation **	0.80	0.80	0.70
Crew Leader, Parks Maintenance	0.70	0.70	0.70
Parks Maintenance Worker	3.40	3.40	3.40
Assistant Building Technician **	0.00	0.00	0.50
Office Assistant *	0.20	0.45	0.50
<b>Total FTE</b>	<b>5.82</b>	<b>6.07</b>	<b>6.55</b>

## By Program

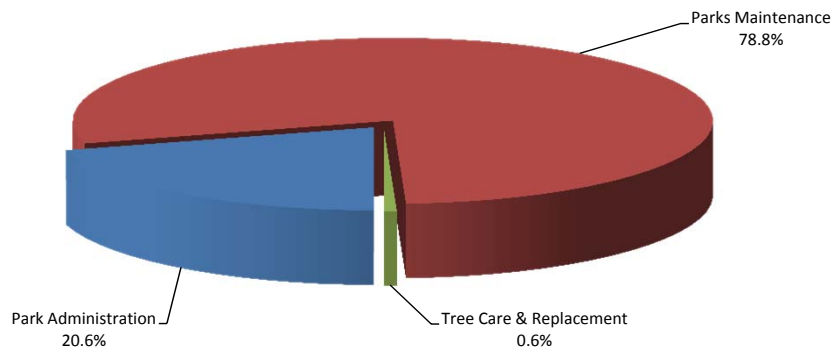
	Proposed
Park Administration	150,684
Parks Maintenance	577,555
Tree Care & Replacement	4,750
<b>Total</b>	<b>732,989</b>

\* This position went full time in Jan 18 after the opening of Centerview

\*\* The Parks Director and Superintendent FTE have been adjusted to better reflect time spent per division.

\*\*\* FY19 FTE was added the opening of Centerview, the Activity Center, and soon Hawk Ridge Park needing to be kept in first class condition along with City Hall, split 0.25 with Buildings & Grounds, 0.25 Stormwater, 0.50 Parks

## 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 continue researching and expanding funding options for staff support that enhances the existing special events, athletic leagues and recreation programs. **(1.1.4)**
2. Restructure policies and procedures to reflect the division of recreation programs and facilities including Centerview and the Raymore Activity Center.

3. Continue progress and growth of the Raymore United Soccer Club to be the premier soccer club in Cass County. **(1.3.2)**
4. Provide project management services for the Hawk Ridge Park All-Inclusive Playground fundraising campaign.

### **Recreation Services**

1. Market and expand our outdoor sports facilities for tournaments and team rentals.
2. Expand our tiny sports program to accommodate the growth of interest for the 3-5 year old age group.
3. Increase sponsorship for outdoor sports programs.
4. Evaluate operations and offerings at concessions stands to better serve our patrons and increase profit margins.
5. Evaluate and restructure special events to include new offerings that showcase new amenities the Department has added.
6. Evaluate and restructure the Summer Day Camp program to include programming at the Recreation Activity Center for Summer 2019.

3. A new sponsorship packet created by Parks and Recreation Coordinators and the Communications Specialist is used for all Department partnership opportunities including special events, sports leagues, and programs.
4. Raymore United Soccer Club offered informational meetings to ensure the Club's message was being presented to interested parties. Adjusting times of clinics and tryouts assisted in growth of soccer teams. South Metro Sports Group adjusted practice options and game timelines for competitive baseball and softball to assist coaches participating in the program.
5. Addition of staff scheduling and staff payroll software to more accurately account for time working and not working for the department. Software assists with not double booking a staff member among different division positions.

### **SIGNIFICANT BUDGETARY ISSUES**

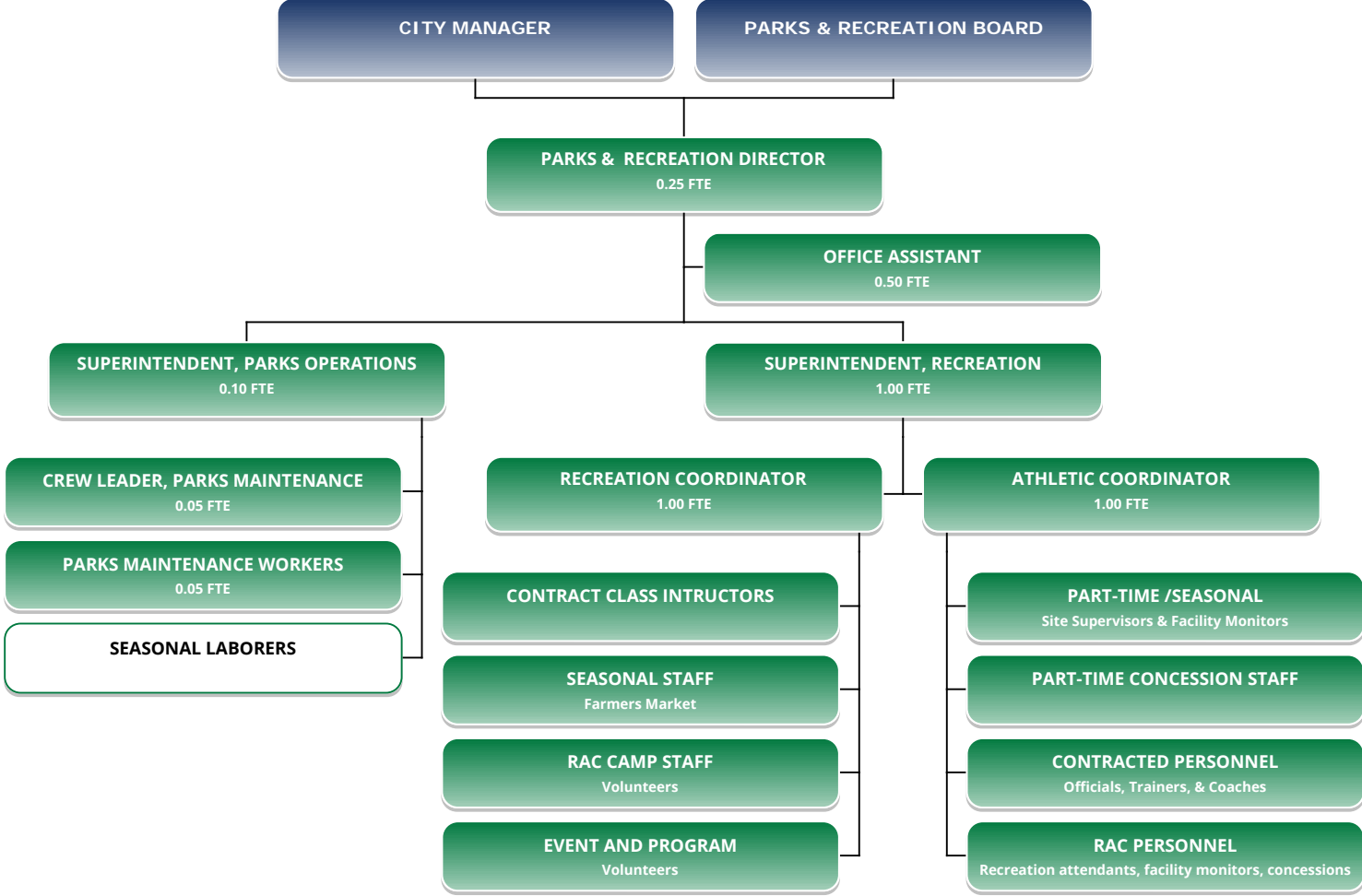
Changes to 25-26 account include revenues and expenditures moving to the RAC 25-28 account to accurately show direct and indirect cost where programs are being held in FY19.

### **FY 2018 PERFORMANCE SUMMARY**

1. Programs held at Centerview with rental revenue and expenditures were moved to Centerview budget 25-27.
2. The Department was awarded a grant through the Missouri Department of Conservation for archery equipment. The purchase of the equipment allowed for the offering of new archery outdoor instructional program.



# RECREATION DIVISION



# RECREATION DIVISION

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	278,095	334,084	338,085	338,085	338,793	343,431	343,431	
Commodities	9,822	3,494	12,698	12,698	16,550	10,359	10,359	
Maintenance and Repairs	0	0	0	0	0	0	0	
Utilities	0	0	0	0	0	0	0	
Contractual	227,666	219,480	230,949	230,949	211,135	183,286	183,286	
Capital Outlay	0	0	0	0	0	0	0	
Transfers/Miscellaneous	0	0	0	0	0	0	0	
Debt Service	0	0	0	0	0	0	0	
<b>Total</b>	<b>515,583</b>	<b>557,058</b>	<b>581,732</b>	<b>581,732</b>	<b>566,478</b>	<b>537,076</b>	<b>537,076</b>	<b>0</b>

## Position Control Roster

	Actual	Actual	Proposed
Director, Parks & Recreation **	0.28	0.28	0.25
Superintendent, Parks Operation **	0.00	0.00	0.10
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	0.05
Office Assistant *	0.25	0.50	0.50
<b>Total FTE</b>	<b>3.68</b>	<b>3.93</b>	<b>3.95</b>

## By Program

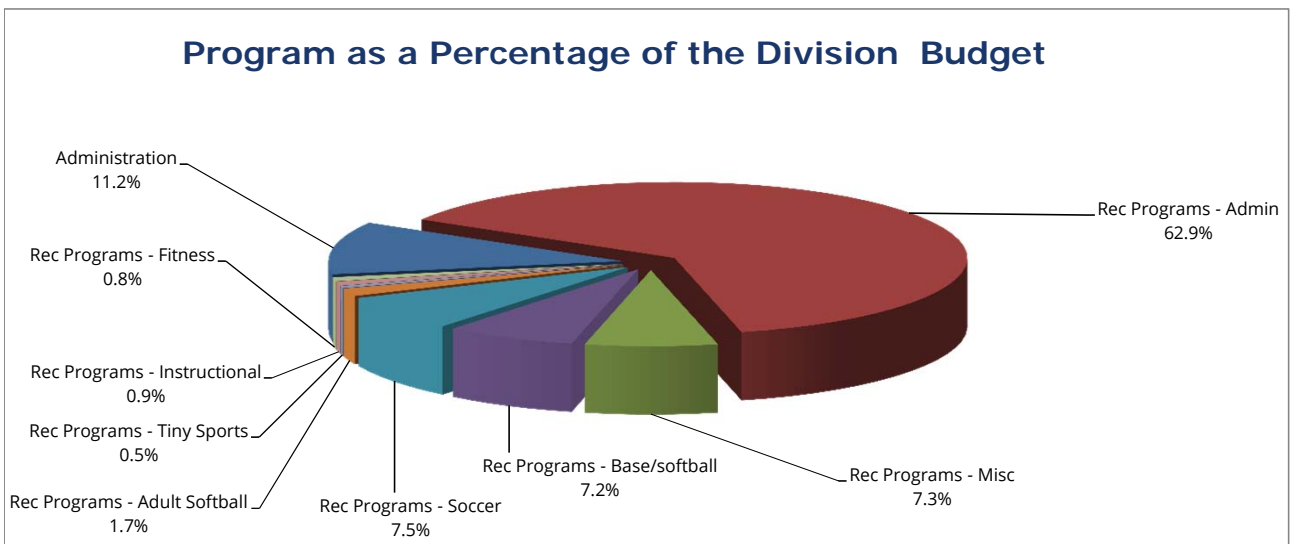
	Proposed
Administration	60,281
Rec Programs - Admin	337,719
Rec Programs - Misc	39,145
Rec Programs - Base/softball	38,706
Rec Programs - Soccer	40,500
Rec Programs - Adult Softball	9,000
Rec Programs - Tiny Sports	2,425
Rec Programs - Instructional	4,750
Rec Programs - Fitness	4,550

**Total**

**537,076**

\* This position went full time in Jan 18 after the opening of Centerview

\*\* The Parks Director, Superintendent and Maint. Workers FTE have been adjusted to better reflect time spent per division.





# 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 premiere 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 Services**

1. Introduce programming that accommodates all age groups which include special event and senior social programs.
2. Develop new marketing material in cooperation with the Communications Department to increase public awareness and business of the event space and what all it may be rented for.
3. Expand our online website visual components for clients to see different set up options.

### **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)**

## 2018 PERFORMANCE SUMMARY

1. Programs and events were offered and hosted at the facility including a Valentines Ball that brought patrons to the facility and assisted in revenue generation.
2. Day tours, pins and needles, senior prom, and morning coffee programs and events were offered for the community and the seniors residing in Raymore.

## SIGNIFICANT BUDGETARY ISSUES

1. The proposed FY2019 budget includes a full year of estimated operational revenues and expenditures associated with the facility based off of one full year of operations.

# Centerview

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	0	0	0	0	0	0	0	0
Commodities	0	3,824	6,180	6,180	4,680	7,180	7,180	
Maintenance and Repairs	0	7,200	5,200	5,200	2,250	3,850	3,850	
Utilities	0	5,354	22,482	22,482	13,582	14,682	14,682	
Contractual	0	4,180	20,543	20,543	13,443	23,543	23,543	
Capital Outlay	0	0	0	0	0	0	0	
Transfers/Miscellaneous	0	0	0	0	0	0	0	
Debt Service	0	0	0	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>20,558</b>	<b>54,405</b>	<b>54,405</b>	<b>33,955</b>	<b>49,255</b>	<b>49,255</b>	<b>0</b>

## Position Control Roster

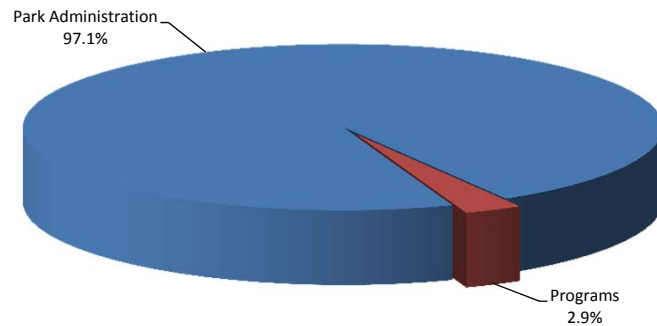
	Actual	Actual	Proposed
Director, Parks & Recreation	0.00	0.00	0.00
Superintendent, Parks Operation	0.00	0.00	0.00
Crew Leader, Parks Maintenance	0.00	0.00	0.00
Parks Maintenance Worker	0.00	0.00	0.00
Office Assistant P/T	0.00	0.00	0.00
<b>Total FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## By Program

	Proposed
Park Administration	47,805
Programs	1,450
<b>Total</b>	<b>49,255</b>

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

## Program as a Percentage of the Function Budget





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# RAYMORE ACTIVITY CENTER

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.

The Raymore Activity Center is Raymore's first indoor recreational space and home to the Parks & Recreation summer camp. Officially opening to the public in August of 2018, the RAC will provide a much needed space to complement our youth athletics, enhance our summer camp and provide additional programming space for adult and senior program.

## PROGRAMS

### ***Activity Center Administration***

The administration of the RAC includes evaluating policies, procedures, programming and prices to ensure this facility is utilized and programmed to its fullest potential. The goal of the administrative staff that manages the RAC 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.

### ***Activity Center Maintenance***

The park maintenance crew will provide necessary service and upkeep of the surrounding landscaping. The recreation staff and part-time staff will assist in upkeep and maintenance on the inside.

## GOALS

### **Activity Center Administration**

1. To evaluate all direct and indirect costs for FY19 to accurately budget and prepare for the FY20 budget year.
2. To update the Parks & Recreation Revenue Policy to incorporate the Raymore Activity Center and ensure all types of use provide for 100% direct cost recovery. **(4.3.1)**
3. To market and promote the RAC through cooperative efforts with the Communications Department. **(1.1.4)**
4. Implement policies and procedures for the Recreation Activity Center that adhere to current City policies.

### **Activity Center Maintenance**

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

## SIGNIFICANT BUDGETARY ISSUES

1. The proposed FY19 budget includes a full year of estimated operational revenues and expenditures associated with the facility.
2. Shared used of the floor zamboni between Centerview and the RAC may become cumbersome, budgeting for an additional floor machine in FY19 may be an upfront expense, but will ultimately save in man hours, increase routine floor maintenance and prolong the life of the gymnasium floor.

# Raymore Activity Center

## By Category

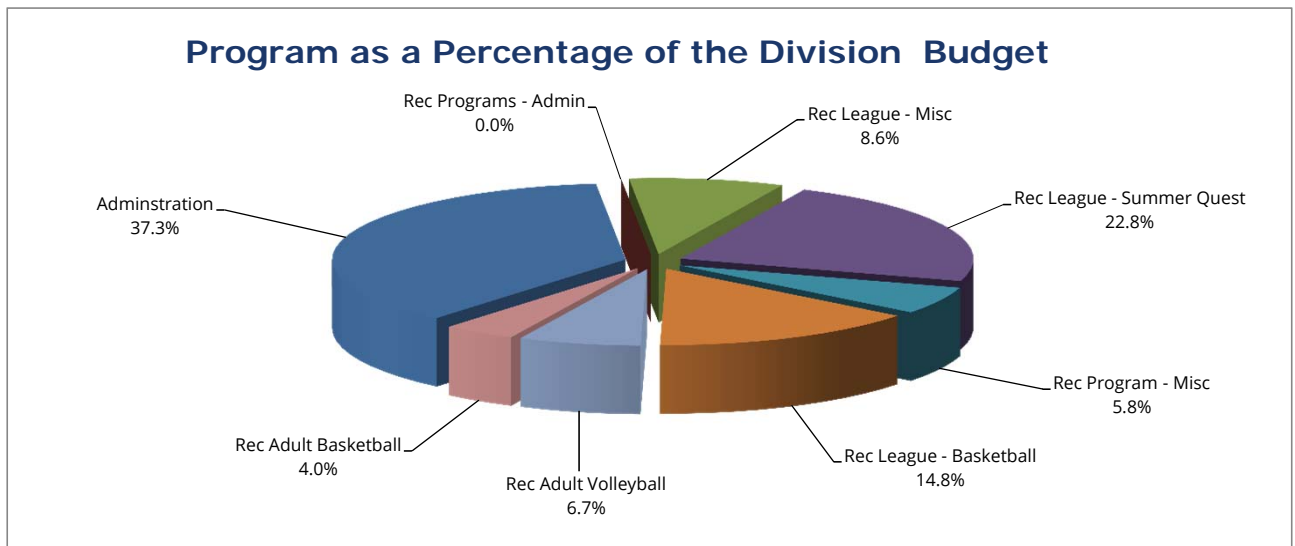
	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	0	0	0	0	0	0	0	0
Commodities	0	0	0	0	0	10,120	10,120	
Maintenance and Repairs	0	0	0	0	0	4,000	4,000	
Utilities	0	0	0	0	3,671	14,682	14,682	
Contractual	0	0	0	0	500	52,370	52,370	
Capital Outlay	0	0	0	0	0	0	0	
Transfers/Miscellaneous	0	0	0	0	0	0	0	
Debt Service	0	0	0	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,171</b>	<b>81,172</b>	<b>81,172</b>	<b>0</b>

## Position Control Roster

	Actual	Actual	Proposed
Director, Parks & Recreation	0.00	0.00	0.00
Recreation Superintendent	0.00	0.00	0.00
Recreation Coordinator	0.00	0.00	0.00
Athletic Coordinator	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

	Proposed
Administration	30,252
Rec Programs - Admin	0
Rec League - Misc	6,955
Rec League - Summer Quest	18,500
Rec Program - Misc	4,725
Rec League - Basketball	12,000
Rec Adult Volleyball	5,470
Rec Adult Basketball	3,270
<b>Total</b>	<b>81,172</b>





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**Enterprise Fund (50)**

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed
<b>Fund Balance - CASH</b>							
Beginning of Year	1,120,608	1,693,940	1,944,477	1,981,988	1,981,988	2,061,281	2,061,281
<b>Revenue</b>							
Water Sales	3,239,677	3,390,627	3,245,381	3,245,381	3,181,779	3,373,801	3,373,801
Sewer Use Charge	2,982,405	3,106,904	3,196,357	3,196,357	3,284,213	3,259,452	3,259,452
Water Meter Supply Fee	56,035	94,471	58,299	58,299	88,235	42,875	42,875
Utility Penalties	146,986	138,969	152,924	152,924	129,708	132,302	132,302
Contractual Revenue	11,363	11,353	11,353	11,353	11,353	11,353	11,353
Interest	12,391	17,770	12,592	12,592	41,100	23,754	23,754
Miscellaneous	23,417	5,593	5,000	5,000	5,000	5,000	5,000
SRF/bond-Interest/Credit	155,645	155,448	156,213	156,213	156,213	153,338	153,338
<b>Total Revenue</b>	<b>6,627,917</b>	<b>6,921,135</b>	<b>6,838,119</b>	<b>6,838,119</b>	<b>6,897,601</b>	<b>7,001,875</b>	<b>7,001,875</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>7,748,525</b>	<b>8,615,075</b>	<b>8,782,596</b>	<b>8,820,107</b>	<b>8,879,589</b>	<b>9,063,155</b>	<b>9,063,155</b>
<b>Expenditures</b>							
Personnel	794,500	827,853	949,864	949,864	877,215	950,634	950,634
Commodities	1,856,688	2,012,948	2,093,701	2,093,701	2,066,926	2,031,328	2,031,328
Maintenance & Supplies	127,247	166,024	159,565	159,565	112,735	148,255	148,255
Utilities	79,484	88,099	86,556	86,556	92,423	96,648	96,648
Contractual	1,959,182	2,028,521	2,080,847	2,080,847	2,064,335	2,133,054	2,133,054
Capital Projects (Operating)			-	-	-	7,500	7,500
Transfer to VERP	98,822	98,822	98,290	98,290	98,290	105,186	105,186
Transfer to General Fund	756,464	771,540	810,118	810,118	810,118	829,280	829,280
Miscellaneous	14,357	21,609					
Debt Service	33,698	153,525	156,167	156,167	156,167	153,338	153,338
<b>Total Operating Expense</b>	<b>5,720,442</b>	<b>6,168,941</b>	<b>6,435,108</b>	<b>6,435,108</b>	<b>6,278,209</b>	<b>6,455,223</b>	<b>6,455,223</b>
<i>Net Operating Revenue (Expense)</i>	<i>907,475</i>	<i>752,194</i>	<i>403,011</i>	<i>403,011</i>	<i>619,392</i>	<i>546,652</i>	<i>546,652</i>
Transfer to Restricted Revenue Fund	100,000	100,000					
Transfer to Ent. Cap Maint Fund	234,144	364,146	540,099	540,099	540,099	600,000	600,000
<b>Total Capital / Other Expenditures</b>	<b>334,144</b>	<b>464,146</b>	<b>540,099</b>	<b>540,099</b>	<b>540,099</b>	<b>600,000</b>	<b>600,000</b>
<b>Total Expenditures</b>	<b>6,054,586</b>	<b>6,633,087</b>	<b>6,975,207</b>	<b>6,975,207</b>	<b>6,818,308</b>	<b>7,055,223</b>	<b>7,055,223</b>
<b>Fund Balance (Gross)</b>	<b>1,693,940</b>	<b>1,981,988</b>	<b>1,807,389</b>	<b>1,844,900</b>	<b>2,061,281</b>	<b>2,007,933</b>	<b>2,007,933</b>
<b>Non-operating Income &amp; Loss</b>							
Depreciation Expense	(2,775,133)	(2,372,314)					
Allowance	2,775,133	2,372,314					
Other							
	-	-	-	-	-	-	-
<b>Net Fund Balance (Cash)</b>	<b>1,693,940</b>	<b>1,981,988</b>	<b>1,807,389</b>	<b>1,844,900</b>	<b>2,061,281</b>	<b>2,007,933</b>	<b>2,007,933</b>
<i>Less: Reserve Balance 20% of Exp</i>	<i>(1,144,088)</i>	<i>(1,233,788)</i>	<i>(1,287,022)</i>	<i>(1,287,022)</i>	<i>(1,255,642)</i>	<i>(1,291,045)</i>	<i>(1,291,045)</i>
<b>Available Fund Balance - End of Year</b>	<b>549,851</b>	<b>748,200</b>	<b>520,367</b>	<b>557,878</b>	<b>805,639</b>	<b>716,888</b>	<b>716,888</b>
Solid Waste Fees	980,588	1,016,108	1,072,109	1,072,109	1,032,455	1,164,598	1,164,598
Solid Waste Container Fees							
<b>Total Revenue</b>	<b>980,588</b>	<b>1,016,108</b>	<b>1,072,109</b>	<b>1,072,109</b>	<b>1,032,455</b>	<b>1,164,598</b>	<b>1,164,598</b>
Contractual Services	956,038	1,018,617	1,072,109	1,072,109	1,032,455	1,164,598	1,164,598
<b>Total Expenditures</b>	<b>956,038</b>	<b>1,018,617</b>	<b>1,072,109</b>	<b>1,072,109</b>	<b>1,032,455</b>	<b>1,164,598</b>	<b>1,164,598</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. FY19 is the last year for the payment year for this debt.

# Water Sales

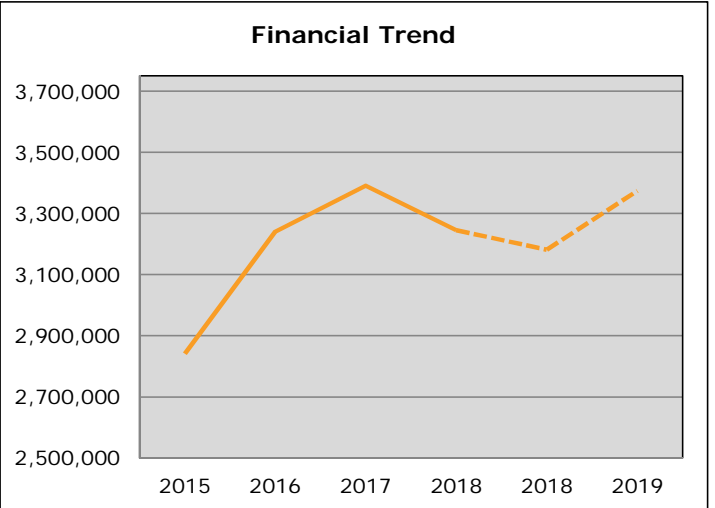
<b>General Ledger Codes:</b> 50-00-4610-0000	<b><u>Legal Authority:</u></b> Municipal Code: Section 700 & 705 State Statute: Chapter 91 RSMo.
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## Revenue Description

**Water Sales** - City of Raymore FY 2019 proposed water rates are \$6.55 per one thousand (1,000) gallons of water consumed. The FY18 rate was \$6.50. All residents receive a minimum bill for two thousand gallons of water and two thousand gallons sewer usage.

Revenues for FY19 are being based on addition of 125 homes with an average bill of \$34.72 per month.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	3,390,627	4.66%
2018 Budget	3,245,381	-4.28%
2018 Projected	3,181,779	-6.16%
2019 Estimated	3,373,801	6.04%



# Sewer Use Charge

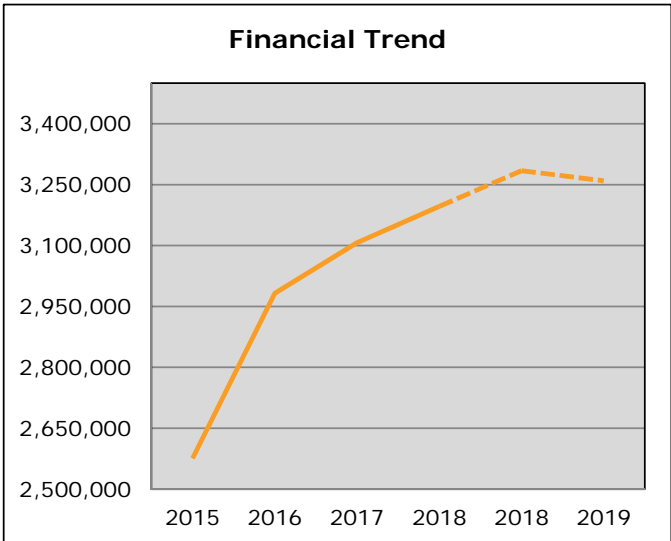
<b>General Ledger Codes:</b> 50-00-4630-0000	<b>Legal Authority:</b> Municipal Code: Section 700 & 710 State Statute: Chapter 91 RSMo.
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## Revenue Description

**Sewer Use Charges** - Sewerage use rates are charged by either actual use or winter averaging. In FY 2019, proposed use rates are seven dollars and ninety-one cent (\$7.91) per one thousand gallons of actual water consumed. Winter-averaged rates are eight dollars thirty-six cents (\$8.36) 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 FY19 are being based on addition of 125 homes with an average bill of \$41.92 per month.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	3,106,904	4.17%
2018 Budget	3,196,357	2.88%
2018 Projected	3,284,213	5.71%
2019 Estimated	3,259,452	-0.75%



# Water Meter Supply Fee

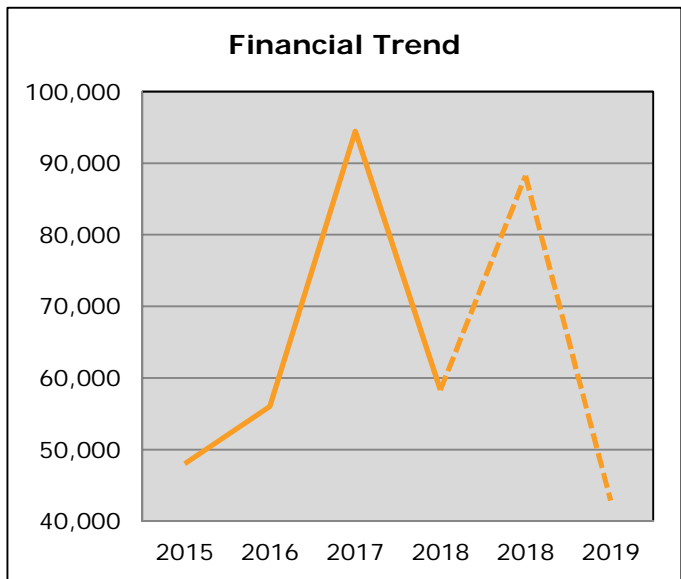
<p><b>General Ledger Codes:</b> 50-00-4620-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 700 &amp; 705 State Statute: Chapter 91 RSMo.</p>
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## Revenue Description

**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 125 new residential and commercial sites being constructed.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	94,471	68.59%
2018 Budget	58,299	-38.29%
2018 Projected	88,235	-6.60%
2019 Estimated	42,875	-51.41%



# Utility Penalties

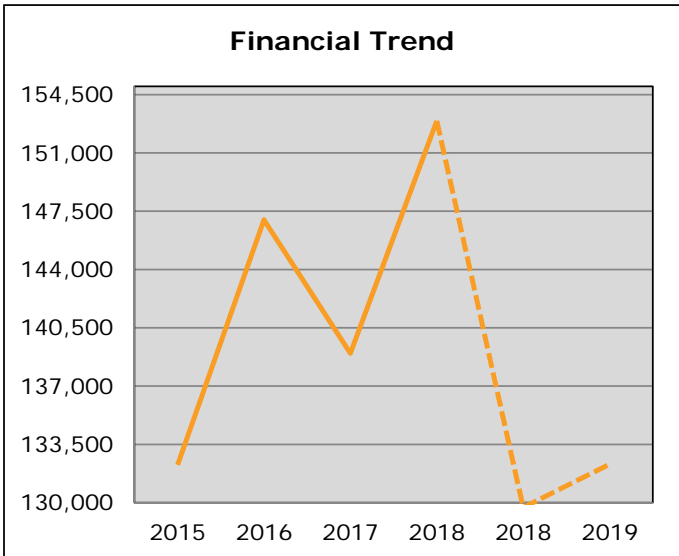
<p><b>General Ledger Codes:</b> 50-00-4600-0000</p>	<p><b><u>Legal Authority:</u></b> Municipal Code: Section 700, 705 &amp; 710 State Statute: Chapter 91 RSMo.</p>
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## Revenue Description

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

Staff is estimating FY19 revenue based are projected FY18 projected revenues plus a 2.% increase.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	138,969	-5.45%
2018 Budget	152,924	10.04%
2018 Projected	129,708	-6.66%
2019 Estimated	132,302	2.00%



# Solid Waste Fees

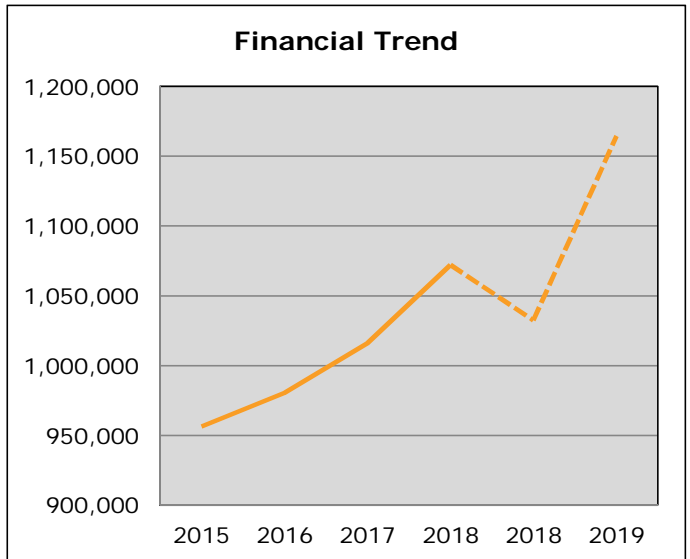
<p><b>General Ledger Codes:</b> 50-00-4640-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 235 State Statute: Chapter 70 RSMo. State Statute: Chapter 260 RSMo.</p>
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## Revenue Description

**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.

FY19 revenue is estimated with an additional 125 homes and the contracted cost of \$12.98 per home increasing from \$12.41 starting in January 1, 2019.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	1,016,108	3.62%
2018 Budget	1,072,109	5.51%
2018 Projected	1,032,455	1.61%
2019 Estimated	1,164,598	12.80%



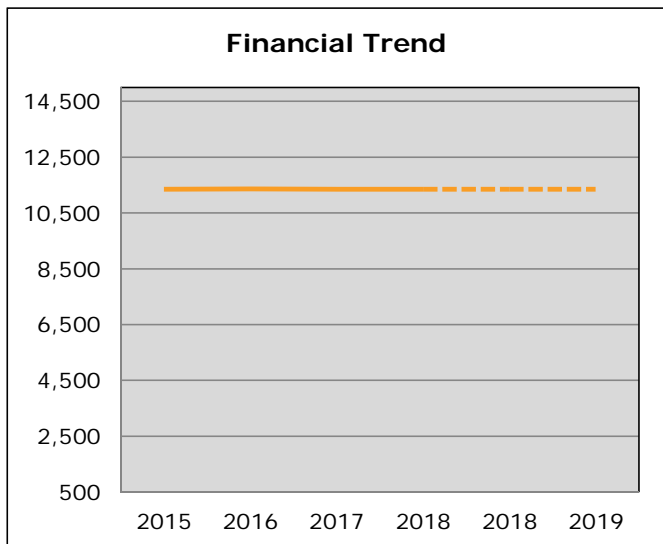
# Contractual

<b>General Ledger Codes:</b> 50-00-4380-0000	<b><u>Legal Authority:</u></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
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 Actual	11,353	-0.08%
2018 Budget	11,353	0.00%
2018 Projected	11,353	0.00%
2019 Estimated	11,353	0.00%



# Interest Revenue

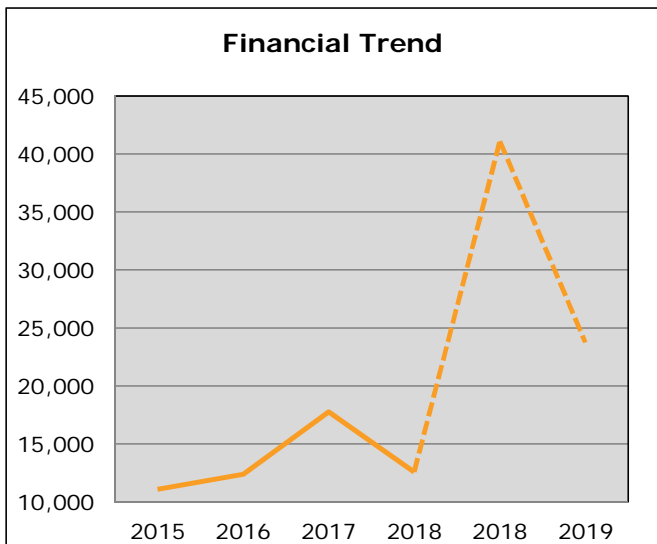
<b>General Ledger Codes:</b> 50-00-4350-0000	<b>Legal Authority:</b> State Statute: Chapter 82
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## Revenue Description

**Interest Revenue** - This account is used to record revenues associated with the City's return on investments of idle funds.

FY18 revenues are based on current interest rates being earned. FY19 is estimated using average historical data for the previous three years.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	17,770	43.41%
2018 Budget	12,592	-29.14%
2018 Projected	41,100	131.29%
2019 Estimated	23,754	-42.21%





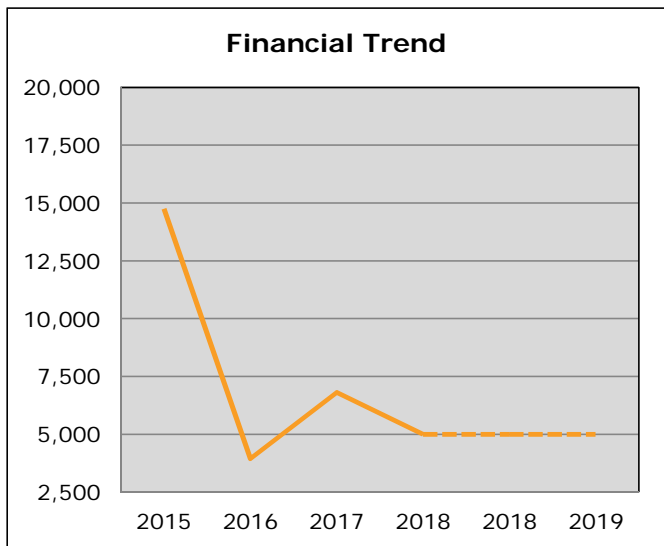
# Miscellaneous

<b>General Ledger Codes:</b> 50-00-4370-0000	<b><u>Legal Authority:</u></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
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 Actual	6,800	72.44%
2018 Budget	5,000	-26.47%
2018 Projected	5,000	-26.47%
2019 Estimated	5,000	0.00%



# SRF Interest Credit

<p><b>General Ledger Codes:</b></p> <p>50-30-4355-0000 50-96-4355-0000</p>	<p><b><u>Legal Authority:</u></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	
2009 Actual	91,916	-22.55%	<div style="text-align: center;"> <p><b>Financial Trend</b></p> </div>
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 Actual	153,525	-1.46%	
2018 Budget	153,525	-1.46%	
2018 Projected	156,213	1.75%	
2019 Estimated	153,338	-0.12%	

# WATER UTILITIES

Water Utilities is responsible for the operation and maintenance of the water distribution system serving approximately 7,800 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.

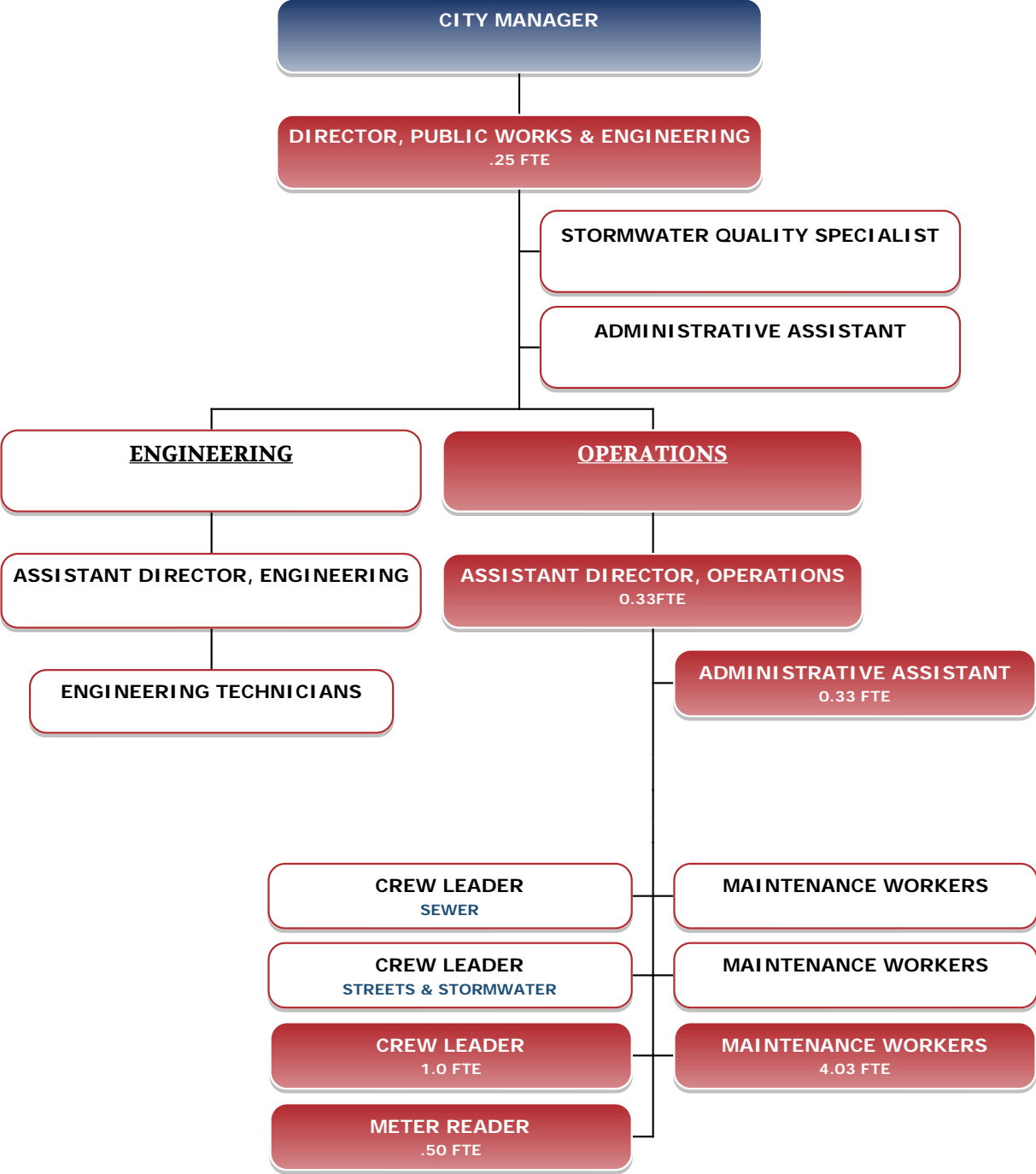
## FY 2018 PERFORMANCE SUMMARY

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 294 were converted in FY 2018.
4. Installed approximately 200 service taps related to new home construction.
5. Responded to approximately 8000 locate tickets.
6. Successfully negotiated a settlement with Cass County Water District 10

## SIGNIFICANT BUDGETARY ISSUES

1. The cost of purchase of water from Kansas City Water Services is included in this budget. \$1,922,160
2. This budget includes an expansion item request for a tapping machine and H-603 electric operator. This equipment is necessary for new water service taps during new construction. \$7,500

# PUBLIC WORKS WATER UTILITIES



# WATER UTILITIES

**By Category**

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	400,605	618,182	488,322	488,322	447,008	490,682	490,682	
Commodities	1,845,256	1,998,879	2,077,208	2,077,208	2,052,860	2,015,708	2,015,708	
Maintenance and Repairs	47,224	53,869	72,000	72,000	37,370	61,780	61,780	
Utilities	18,853	21,120	20,487	20,487	21,652	22,752	22,752	
Contractual	251,483	100,137	187,203	187,203	178,191	100,606	100,606	
Capital Outlay	0	0	0	0	0	7,500	7,500	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	1,390,924	1,369,695	454,204	454,204	454,204	467,233	467,233	
<b>Total</b>	<b>3,954,345</b>	<b>4,161,882</b>	<b>3,299,424</b>	<b>3,299,424</b>	<b>3,191,285</b>	<b>3,166,261</b>	<b>3,166,261</b>	<b>0</b>

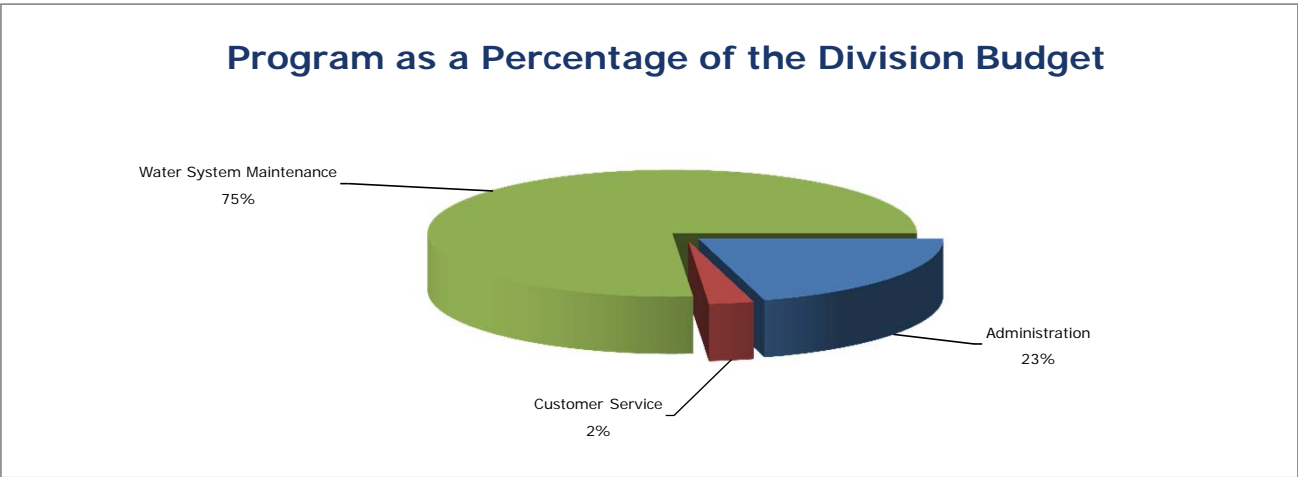
**Position Control Roster**

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
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	4.03	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>6.44</b>	<b>6.44</b>

**By Program**

	2018-19 Proposed
Administration	654,384
Customer Service	94,114
Water System Maintenance	2,417,763
<b>Total</b>	<b>3,166,261</b>

\* FY18 Expansion added an additional FTE 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

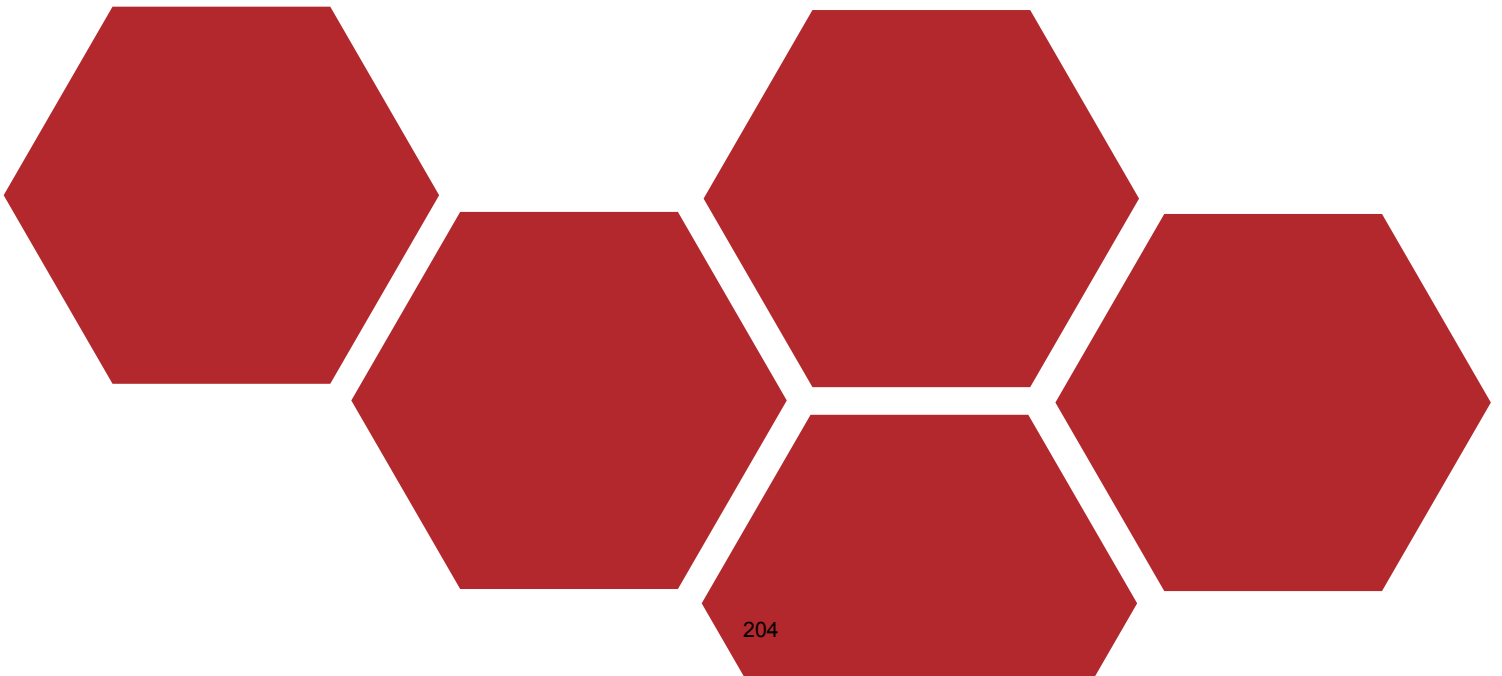
## **FY 2018 PERFORMANCE SUMMARY**

1. Continued the annual sewer jetting program. In FY 2018 approximately 130,000 linear feet were jetted. The goal is to jet the entire system every three years.

## **SIGNIFICANT BUDGETARY ISSUES**

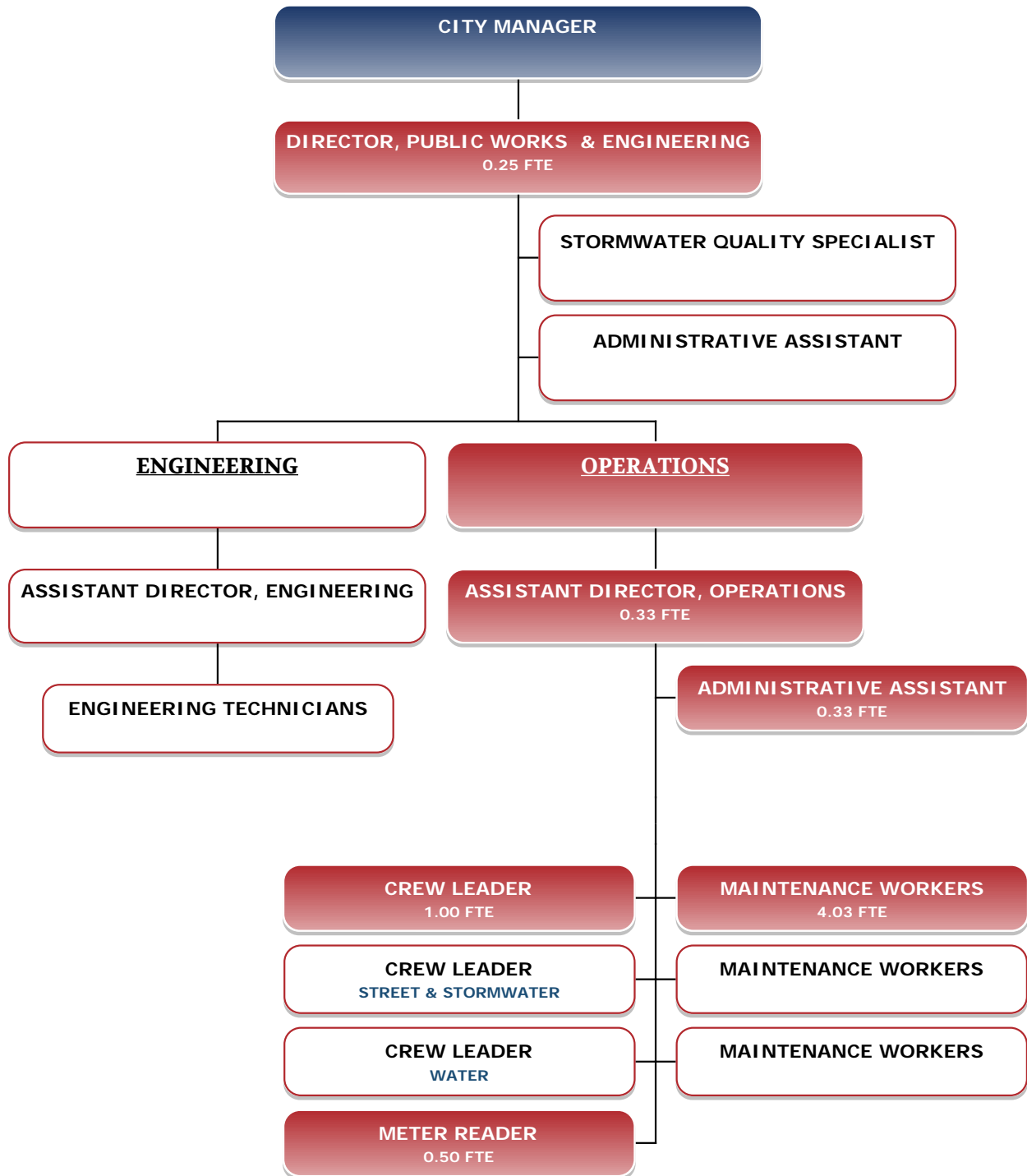
Included in this budget is funding for:

1. The cost of treatment of sewer by the Little Blue Valley Sewer District is included in this budget.  
\$1,264,580
2. The cost of treatment of sewer by the Middle Big Creek Sewer Subdistrict is included in this budget at \$684,840





# PUBLIC WORKS SEWER UTILITIES



# SEWER UTILITIES

## By Category

	2015-16 Actual	2016-17 Actual	2017-18 Council Adopted	2017-18 Council As Amended	2017-18 Projected	2018-19 Department Requested	2018-19 C.M. Proposed	2018-19 Council Adopted
Personnel	393,895	614,864	461,542	461,542	430,207	459,952	459,952	
Commodities	11,431	14,069	16,493	16,493	14,066	15,620	15,620	
Maintenance and Repairs	80,023	62,155	87,565	87,565	75,365	86,475	86,475	
Utilities	60,632	66,979	66,069	66,069	70,771	73,896	73,896	
Contractual	1,707,699	1,778,384	1,893,644	1,893,644	1,886,144	2,032,448	2,032,448	
Capital Outlay	0	0	0	0	0	0	0	
Debt Service	0	0	0	0	0	0	0	
Transfers/Miscellaneous	2,308,679	1,930,636	454,204	454,204	454,204	467,233	467,233	
<b>Total</b>	<b>4,562,359</b>	<b>4,467,087</b>	<b>2,979,517</b>	<b>2,979,517</b>	<b>2,930,757</b>	<b>3,135,624</b>	<b>3,135,624</b>	<b>0</b>

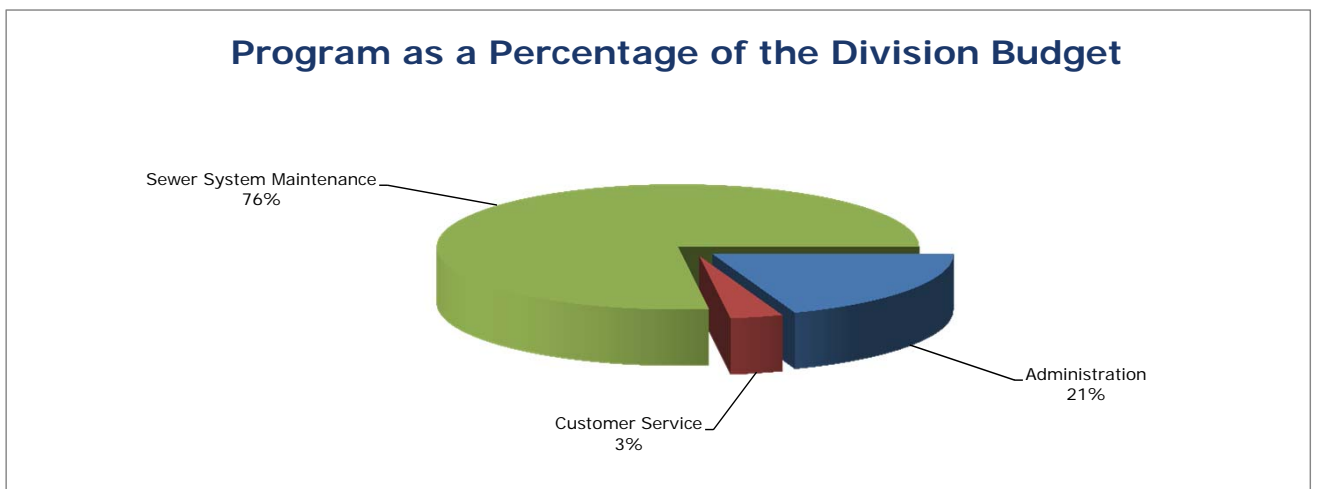
## Position Control Roster

	2016-17 Actual	2017-18 Actual	2018-19 Proposed
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	4.03	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>6.44</b>	<b>6.44</b>

## By Program

	2018-19 Proposed
Administration	609,493
Customer Service	110,235
Sewer System Maintenance	2,415,896
<b>Total</b>	<b>3,135,624</b>

\* FY18 Expansion added an additional FTE 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. The City monthly charge to residents for trash/recycling and yard waste collection is \$12.41 in 2018. In 2019, that rate will increase to \$12.98. Revenues from trash/recycling fees are passed on in full to the City contractor. Total projected revenues and expenditures from solid waste fees \$1,164,598.



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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.  
\$829,280
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.  
\$600,000

# 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 2019 Proposed Budget figures:

<b>Indirect Costs</b>	Budget
Administration	\$ 1,023,221
Information Technology Services	\$ 456,735
Finance (less Utility Billing)	<u>\$ 367,769</u>
	\$ 1,847,725

<b>Direct Costs</b>	Budget
General Fund (less indirect costs)	\$ 7,931,276
Park Fund	\$ 1,378,033
Enterprise Fund	<u>\$ 6,776,625</u>
	\$16,085,934

**Indirect/Direct Cost Rate** 11.94%  
 (\$1,847,725 / \$16,085,934)

**Enterprise Fund Indirect Calculation** \$778,403  
 (\$6,776,625 x 11.94% = \$778,403)

**Total Enterprise Fund Payment for Services to General Fund:**

Indirect Costs	\$ 778,403
Utility Billings	\$ <u>285,820</u>
Total	\$1,064,223

Using this method, the Enterprise Fund would pay \$1,064,223 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	\$6,633,253
Fee	<u>7%</u>
Annual Payment	\$ 464,328

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 2018 budget numbers, this method results in a transfer from the Enterprise Fund to the General Fund of \$829,280, as follows:

- Calculate Enterprise Fund operating expenditures (not including capital outlay)

Personnel	\$ 920,127
Commodities	\$2,031,328
Maintenance/Supplies	\$ 148,255
Utilities	\$ 96,648
Contractual [1]	\$2,133,054
VERP	\$ 105,186

Total Enterprise Fund Operating Expenses	\$5,434,598
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- Multiply the amount immediately above by 10%, a generally accepted percentage for determining overhead costs.

$$\$5,434,598 \times 10\% = \$543,460$$

- Add to the resulting number General Fund expenses that are directly for the benefit of the utility.

Direct Expenses	
Billing Software	\$ 36,488
Utility Billing Payroll	\$ 137,320
Late Notices	\$ 6,122
Statement Billing	\$ 53,640
Other Utility Billing Expenses	\$ <u>52,250</u>
	\$ 285,820

Allocated Enterprise Fund Indirect Expenses	\$ 543,460
Allocated Direct Expenses	\$ <u>285,820</u>

Total Allocated Direct & Indirect Expense	\$ 829,280
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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 \$153,338 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 uses property tax or enterprise revenues to pay off 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 (G.O. Bonds) are 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)

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 2018, the City's maintained its bond rating, which was upgraded from A1 to Aa2 in FY 2013.



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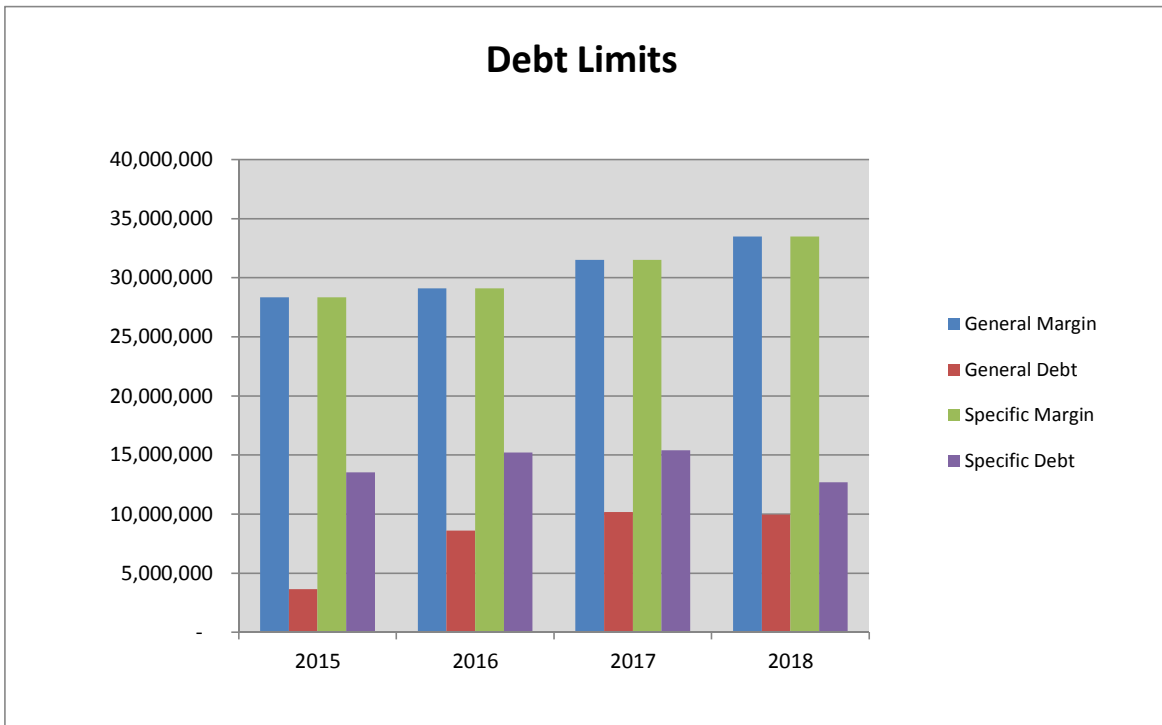
**DEBT SERVICE (40)**

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Projected	2018-19 C.M. Proposed
<b>Fund Balance</b> Beginning of Year	<b>1,147,925</b>	<b>1,789,947</b>	<b>1,879,165</b>	<b>1,909,338</b>	<b>1,720,597</b>
<b>Revenue</b>					
Property Tax	2,000,436	2,074,639	2,214,943	2,254,245	2,376,189
Interest	12,513	10,147	4,756	18,182	18,182
Penalties	11,748	12,044	8,860	32,140	9,505
Bond Proceeds	59,825	44,005	-	-	-
Transfers In - GO Bond funds				-	
<b>Total Revenue</b>	<b>2,084,522</b>	<b>2,140,835</b>	<b>2,228,559</b>	<b>2,304,567</b>	<b>2,403,875</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>3,232,447</b>	<b>3,930,782</b>	<b>4,107,724</b>	<b>4,213,904</b>	<b>4,124,472</b>
<b>Expenditures</b>					
Debt Service	1,254,365	1,844,046	2,267,570	2,334,095	2,118,190
Fees	1,965	1,315	3,000	3,000	3,000
Misc. - Cost of Issuance	57,894	42,750			
Defeasement of partial bond issue *					
D.S. Transfer to Enterprise Fund 1999B Water/Sewer Bond	128,275	133,333	156,213	156,213	153,338
<b>Debt Service</b>			-	-	-
Series 1999B Water/Sewer (Transfer to Fund 50) **	128,275	133,333	156,213	156,213	153,338
Series 2006 SO Bond		33,618			
Series 2008 Water/Sewer Refunding (1)	176,830	185,755	353,195	179,720	183,330
Series 2012 Refunding	651,950	559,400	463,600	463,600	399,300
Series 2013 Refunding	425,585	558,450	663,625	663,625	152,273
Series 2016 - Parks & Transportation		506,823	493,550	493,550	882,088
Series 2017 - Parks & Transportation		-	293,600	293,600	501,200
<b>Total Expenditures</b>	<b>1,442,499</b>	<b>2,021,444</b>	<b>2,426,783</b>	<b>2,493,308</b>	<b>2,274,528</b>
<b>Annual Difference</b>	<b>642,023</b>	<b>119,391</b>	<b>(198,224)</b>	<b>(188,741)</b>	<b>129,348</b>
<b>Fund Balance (Gross)</b>	<b>1,789,947</b>	<b>1,909,338</b>	<b>1,680,942</b>	<b>1,720,597</b>	<b>1,849,945</b>

<b>Applicable Data:</b>					
Assessed Valuation	\$283,422,039	\$290,902,454	\$316,915,279	\$316,915,279	\$334,754,591
Change in AV	5%	6%	9%	8%	6%
Legal Debt Margin	56,684,408	58,180,491	63,383,056	63,383,056	66,950,918
Collection Rate	0.98	0.98	0.99	0.99	0.99
Debt Service Levy	0.7170	0.7170	0.7170	0.7170	0.7170
Operating Levy	0.5887	0.5887	0.5686	0.5686	0.5686
Total City Property Tax	1.3057	1.3057	1.2856	1.2856	1.2856

# Legal Debt Limit

Year	General Margin	General Debt	Specific Margin	Specific Debt	Total Debt	Assessed Value
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
2018	33,475,459	9,961,422	33,475,459	12,688,578	22,650,000	334,754,591



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
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								
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09/01/2036								
03/01/2037								
09/01/2037								
<b>Totals</b>	<b>145,000.00</b>	<b>8,337.50</b>	<b>180,000.00</b>	<b>3,330.00</b>	<b>7,755,000.00</b>	<b>1,507,725.00</b>	<b>5,270,000.00</b>	<b>344,326.25</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
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
6,750,000.00	1,559,862.50	2,550,000.00	610,400.00	22,650,000.00	4,033,981.25	-	26,683,981.25	26,683,981.25

**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
03/01/2019	-	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>\$145,000.00</b>	<b>\$8,337.50</b>	<b>\$153,337.50</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
03/01/2019	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>\$180,000.00</b>	<b>\$3,330.00</b>	<b>\$183,330.00</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
03/01/2019	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	2,379,375.00
	-	-	-	-
<b>Total</b>	<b>\$7,755,000.00</b>	<b>\$1,507,725.00</b>	<b>\$9,262,725.00</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
03/01/2019	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>\$5,270,000.00</b>	<b>\$344,326.25</b>	<b>\$5,614,326.25</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
03/01/2019	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>\$6,750,000.00</b>	<b>\$1,559,862.50</b>	<b>\$8,309,862.50</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
03/01/2019	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>\$2,550,000.00</b>	<b>\$610,400.00</b>	<b>\$3,160,400.00</b>	

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 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 2019 (New Monies - water infrastructure)
- 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 Monies - M58 project/ Refunded 2006)

## **SIGNIFICANT BUDGETARY ISSUES - HISTORY**

1. The purchase and installation of new residential water meters for all residents not yet upgraded to the Sensus digital meter. This project will also include the purchase and installation of the USA FlexNet Meter Reading System citywide. \$1.4 million



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**Capital Improvement Fund (45)**

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Projected	2018-19 C.M. Proposed	2019-20 Forecast	2020-21 Forecast
<b>Expenditures</b>							
Debt Service	3,104,129	917,350	1,021,075	1,021,075	1,114,660	1,136,998	1,162,310
2016 (new monies & refunding 2006) Special Obligation Bond	2,414,973	515,750	544,750	544,750	543,125	546,188	548,875
2006 (refunding 1998) Special Obligation Bond	293,118	-	-	-	-	-	-
Hubach Hill & North Cass Parkway TDD	396,039	401,600	476,325	476,325	571,535	590,810	613,435

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
03/01/2019	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>\$3,160,000.00</b>	<b>\$268,375.00</b>	<b>\$3,428,375.00</b>	<b>-</b>

\$2,025,000 New Money was for the purpose of purchasing the city street lights from KCP&L.

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 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
03/01/2019	-	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>\$6,310,000.00</b>	<b>\$3,699,981.26</b>	<b>(984,960.00)</b>	<b>\$9,025,021.26</b>	<b>-</b>

\* Assumes two percent (2.00%) earnings in the Debt Service Reserve Fund

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**Water Connection Fee Fund (52)**

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Projected	2018-19 C.M. Proposed	2019-20 Forecast	2020-21 Forecast
<b>Expenditures</b>							
Debt Service	-	-	-	-	67,639	88,337	88,471
2018 Special Obligations Series	-	-	-	-	67,639	88,337	88,471

Payment for the Series 2018 Special Obligation Bonds are evenly shared between the funds to pay for the Sensus meter infrastructure as well as the redundant reading systems installed on the 2 water towers that allows for instant reading capabilities within the finance office and allows for better customer service to the citizens in assisting with understanding their water usage.

**Sewer Connection Fee Fund (52)**

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Projected	2018-19 C.M. Proposed	2019-20 Forecast	2020-21 Forecast
<b>Expenditures</b>							
Debt Service	-	-	-	-	67,639	88,337	88,471
2018 Special Obligations Series	-	-	-	-	67,639	88,337	88,471

**City of Raymore, Missouri**

Special Obligation Bond Debt Service

Original Par        \$1,190,000  
 Issue                Series 2018  
 Purpose            Special Obligation Bonds - Water Meter Conversion  
 Dated                09-11-2018\*

Date	Principal	Interest	Total P+I	Fiscal Year Total
12/01/2018		10,167.23	10,167.23	
06/01/2019	105,000.00	20,111.00	125,111.00	135,278.23
12/01/2019	-	18,336.50	18,336.50	
06/01/2020	140,000.00	18,336.50	158,336.50	176,673.00
12/01/2020	-	15,970.50	15,970.50	
06/01/2021	145,000.00	15,970.50	160,970.50	176,941.00
12/01/2021	-	13,520.00	13,520.00	
06/01/2022	150,000.00	13,520.00	163,520.00	177,040.00
12/01/2022	-	10,985.00	10,985.00	
06/01/2023	155,000.00	10,985.00	165,985.00	176,970.00
12/01/2023	-	8,365.50	8,365.50	
06/01/2024	160,000.00	8,365.50	168,365.50	176,731.00
12/01/2024	-	5,661.50	5,661.50	
06/01/2025	165,000.00	5,661.50	170,661.50	176,323.00
12/01/2025	-	2,873.00	2,873.00	
06/01/2026	170,000.00	2,873.00	172,873.00	175,746.00
<b>Total</b>	<b>\$1,190,000.00</b>	<b>\$181,702.23</b>	<b>\$1,371,702.23</b>	<b>-</b>

\$1,200,000 New Money was for the purpose of converting all water meters to Sensus meters and installation of the FlexNet Meter Reading System.

\*estimated closing date

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 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)



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**Stormwater Sales Tax Fund (46)**

**Expenditures**

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Projected	2018-19 C.M.Proposed	2019-20 Forecast	2020-21 Forecast
Debt Service	173,164	208,892	21,488	21,488	21,536	22,208	21,872
2002 DNR Stormwater Grant & Loan Program	23,097	21,488	21,488	21,488	21,536	22,208	21,872
2009 (refunding 1998) Leasehold Rev. Bond	150,067	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**

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Projected	2018-19 C.M.Proposed	2019-20 Forecast	2020-21 Forecast
Debt Service	37,517	46,851	-	-	-	-	-
2009 (refunding 1998) Leasehold Rev. Bond	37,517	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

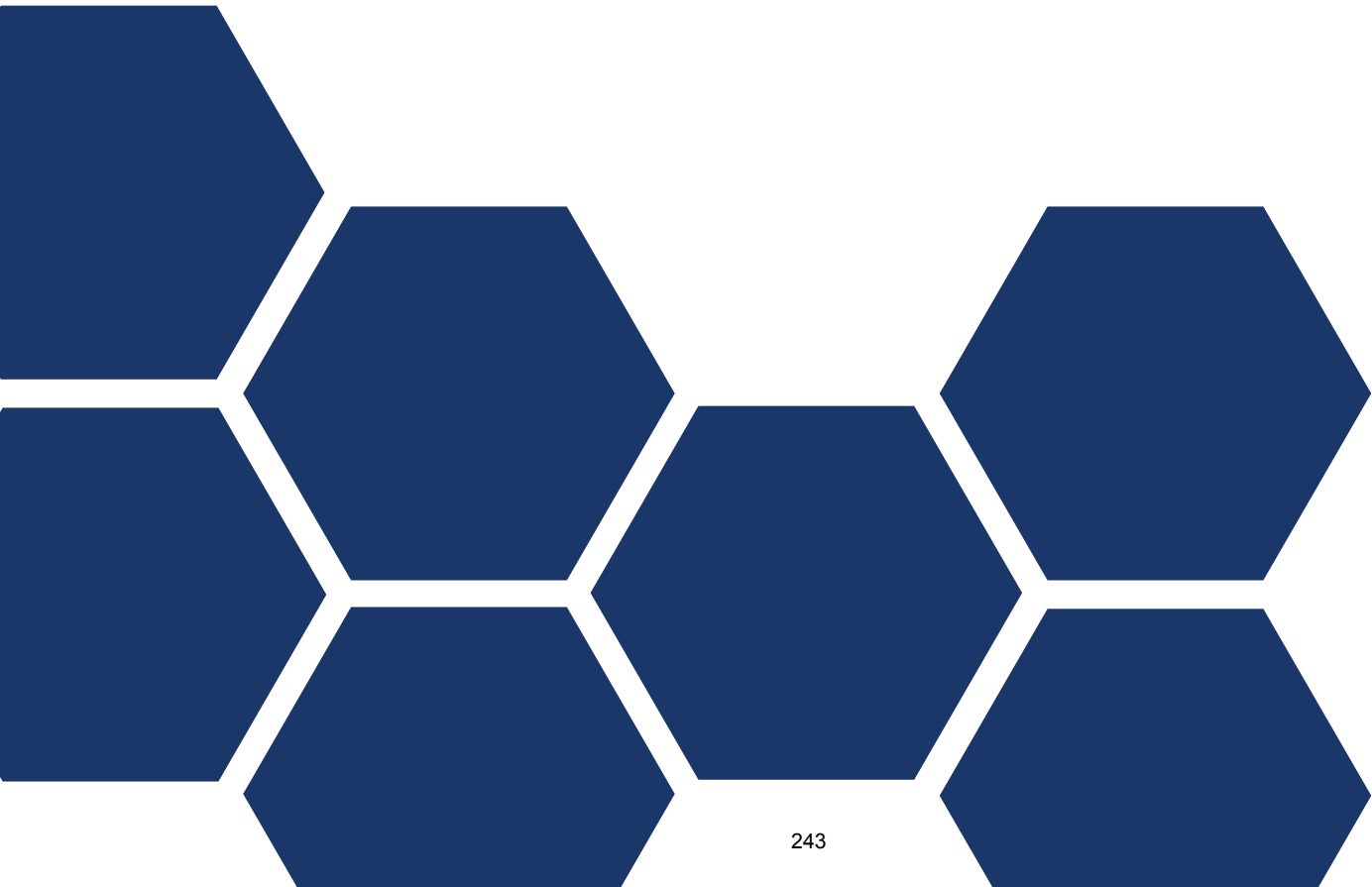
Trustware ID: RA02

## Debt Service Schedule

Date	Principal	Rate	Interest	Total P + I	Fiscal Total
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>\$ 106,000.00</b>		<b>\$ 4,336.00</b>	<b>\$ 110,336.00</b>	

UMB Bank  
2 South Broadway  
Suite 600  
St. Louis, MO 63102

# 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)	9 years
Automobile (police admin cars)	8 years
Automobile (patrol cars)	4 years
Pickup Trucks	9 years
Snow Plow Trucks & Equipment	6 years
Heavy Equipment	11-16 years

**VERP FUND (03)**

	2015-16 Actual	2016-17 Actual	2017-18 Adopted	2017-18 Projected	2018-19 C.M. Proposed	2019-20 Forecast	2020-21 Forecast
<b>Fund Balance</b>							
Beginning of Year							
General	612,320	580,197	707,564	707,689	680,383	783,983	760,144
Enterprise	136,509	127,137	204,854	204,854	191,685	296,871	380,578
Parks and Recreation	109,021	148,004	192,957	192,956	227,055	271,720	178,084
<b>Revenue</b>							
Transfers In							
Administration	9,160	9,160	9,146	9,146	7,531	7,531	7,531
Community Development	11,704	9,047	9,046	9,046	7,759	8,334	8,334
Engineering	11,624	11,624	11,624	11,624	10,207	10,207	10,207
Emergency Management	3,936	3,936	3,936	3,936	3,637	3,637	3,637
Police	132,918	97,466	98,780	98,780	98,786	115,754	115,754
Streets	94,209	96,787	96,851	96,851	96,754	109,366	112,217
Water	49,411	49,411	49,145	49,145	52,593	59,093	60,309
Sewer	49,411	49,411	49,145	49,145	52,593	59,093	60,309
Parks	56,126	47,619	47,617	47,617	48,366	43,156	41,891
<b>Total Revenue - General</b>	<b>263,551</b>	<b>228,020</b>	<b>229,383</b>	<b>229,383</b>	<b>224,674</b>	<b>254,829</b>	<b>257,680</b>
<b>Total Revenue - Enterprise</b>	<b>98,822</b>	<b>98,822</b>	<b>98,290</b>	<b>98,290</b>	<b>105,186</b>	<b>118,186</b>	<b>120,618</b>
<b>Total Revenue - Parks and Recreation</b>	<b>56,126</b>	<b>47,619</b>	<b>47,617</b>	<b>47,617</b>	<b>48,366</b>	<b>43,156</b>	<b>41,891</b>
<b>Total Fund Bal &amp; Revenues - General</b>	<b>875,871</b>	<b>808,217</b>	<b>936,947</b>	<b>937,072</b>	<b>905,057</b>	<b>1,038,812</b>	<b>1,017,824</b>
<b>Total Fund Bal &amp; Revenues - Enterprise</b>	<b>235,331</b>	<b>225,959</b>	<b>303,144</b>	<b>303,144</b>	<b>296,871</b>	<b>415,057</b>	<b>501,196</b>
<b>Total Fund Bal &amp; Revenues - Parks/Recreation</b>	<b>165,147</b>	<b>195,623</b>	<b>240,574</b>	<b>240,573</b>	<b>275,421</b>	<b>314,876</b>	<b>219,975</b>
<b>Expenditures</b>							
Vehicle Payment							
Administration	-	17,187	17,500	16,744	-	-	26,646
Community Development	39,291	-	-	-	-	-	23,043
Engineering	-	-	-	-	-	-	60,061
Emergency Management			-	-	-	-	-
Police	138,909	83,341	57,060	57,060	111,097	141,076	114,499
1 ea. Animal control utility vehicle							
3 ea. SUV.s with equipment							
Streets	117,474	-	182,885	182,885	9,977	137,592	139,716
1 ea. Stainless steel salt spreader							
Water/Sewer	108,194	21,105	111,459	111,459	-	34,479	29,304
Parks and Recreation	17,143	2,667	13,518	13,518	3,701	136,792	41,891
1 ea. Tiller							
<b>Total Expenditures - General</b>	<b>295,675</b>	<b>100,528</b>	<b>257,445</b>	<b>256,689</b>	<b>121,074</b>	<b>278,668</b>	<b>363,965</b>
<b>Total Expenditures - Enterprise</b>	<b>108,194</b>	<b>21,105</b>	<b>111,459</b>	<b>111,459</b>	<b>-</b>	<b>34,479</b>	<b>29,304</b>
<b>Total Expenditures - Parks and Recreation</b>	<b>17,143</b>	<b>2,667</b>	<b>13,518</b>	<b>13,518</b>	<b>3,701</b>	<b>136,792</b>	<b>41,891</b>
<b>Fund Balance - General</b>	<b>580,197</b>	<b>707,689</b>	<b>679,502</b>	<b>680,383</b>	<b>783,983</b>	<b>760,144</b>	<b>653,859</b>
<b>Fund Balance - Enterprise</b>	<b>127,137</b>	<b>204,854</b>	<b>191,685</b>	<b>191,685</b>	<b>296,871</b>	<b>380,578</b>	<b>471,892</b>
<b>Fund Balance - Parks and Recreation</b>	<b>148,004</b>	<b>192,956</b>	<b>227,056</b>	<b>227,055</b>	<b>271,720</b>	<b>178,084</b>	<b>178,084</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.

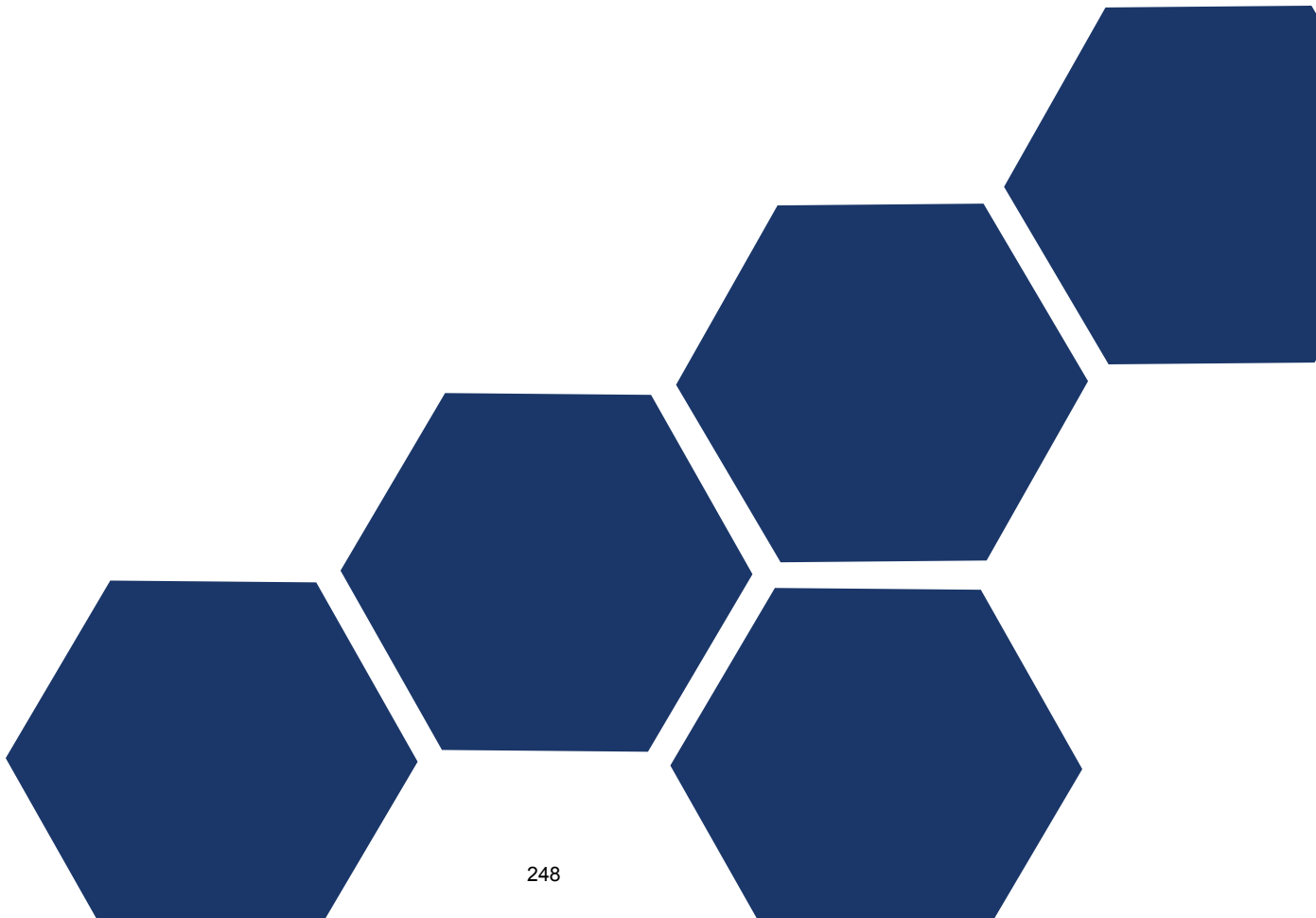
### ***Transfers from the General Fund:***

- 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 \$70,000.
- 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 \$30,000.
- 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 \$50,000.

## **SIGNIFICANT BUDGETARY ITEMS**

1. 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.
2. Transfer to the General Fund for the ETC Citizen Survey. \$14,000



**RESTRICTED REVENUE FUND (04)**

	2015-16	2016-17	2017-18	2017-18	2018-19
	Actual	Actual	Adopted	Projected	C.M. Proposed
<b>Fund Balance</b>					
Beginning of Year					
Court Cash Bond Interest	173	212	282	287	383
Police Training	5,816	6,342	684	4,232	8,264
911 Distribution	28,837	6,051	-	0	0
Transfer from Other Funds	2,192,760	614,000	380,638	427,855	439,106
<b>Revenue</b>					
Court Cash Bond Interest	39	75	70	96	70
Police Training	5,095	4,167	4,342	4,033	4,033
Interest Earnings	2,672	12,314	10,638	19,251	15,233
Transfer from Other Funds					
for Future GMP Update	10,000	10,000	10,000	10,000	10,000
for Strategic Plan	10,000				
for 2017 Citizen Survey	7,000		7,000	7,000	7,000
For Future Recreation Center/Civic Center	15,490				
for Future Comp/Class Study		10,000	10,000	10,000	10,000
Other - Insurance reimbursement		6,150			
For Future Comprehensive Traffic Study			25,000	25,000	25,000
For Trees Board Arboretum		10,000	-	-	-
For Water District Issue	100,000	100,000			
For Development Priming Initiative Phase I			25,000	25,000	-
For Annexation Efforts			75,000	75,000	-
<b>Total Revenue - Court Cash Bond Interest</b>	<b>39</b>	<b>75</b>	<b>70</b>	<b>96</b>	<b>70</b>
<b>Total Revenue - Police Training</b>	<b>5,095</b>	<b>4,167</b>	<b>4,342</b>	<b>4,033</b>	<b>4,033</b>
<b>Total Revenue - 911 Distribution</b>	<b>4,733</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenue - Transfer from Other Funds</b>	<b>142,490</b>	<b>148,464</b>	<b>162,638</b>	<b>171,251</b>	<b>67,233</b>
<b>Total Fund Bal &amp; Revenues - Court Cash Bond Interest</b>	<b>212</b>	<b>287</b>	<b>352</b>	<b>383</b>	<b>452</b>
<b>Total Fund Bal &amp; Revenues - Police Training</b>	<b>10,911</b>	<b>10,509</b>	<b>5,026</b>	<b>8,264</b>	<b>12,297</b>
<b>Total Fund Bal &amp; Revenues - 911 Distribution</b>	<b>33,570</b>	<b>6,051</b>	<b>-</b>	<b>0</b>	<b>0</b>
<b>Total Fund Bal &amp; Revenues - Transfer from Other Funds</b>	<b>2,335,250</b>	<b>762,464</b>	<b>543,276</b>	<b>599,106</b>	<b>506,339</b>
<b>Expenditures</b>					
Court Cash Bond Interest	-	-	-	-	-
Police Training					
7350-1010 Restricted PD Training	4,569	6,277	-	-	5,000
911 Distribution					
6160-1100 911 Exp/communications	27,519	6,051	-	-	-
Dangerous Building Abatement Fund					
Transfer to General Fund - Citizen Survey		14,000			14,000
Transfer to the General Fund - Strategic Plan	30,000		-		
Transfer to Transportation Fund - Pavement Management	150,000	150,000	150,000	150,000	33,000
Transfer to Capital Improvement Fund	1,541,250	24,671	-	-	-
Tree Board Arboretum			-	10,000	-
Water District Issue - Legal		145,938	-	-	-
<b>Total Expenditures - Court Cash Bond Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures - Police Training</b>	<b>4,569</b>	<b>6,277</b>	<b>-</b>	<b>-</b>	<b>5,000</b>
<b>Total Expenditures - 911 Distribution</b>	<b>27,519</b>	<b>6,051</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures - Transfer to Other Funds</b>	<b>1,721,250</b>	<b>334,609</b>	<b>150,000</b>	<b>160,000</b>	<b>47,000</b>
<b>Fund Balance - Court Cash Bond Interest</b>	<b>212</b>	<b>287</b>	<b>352</b>	<b>383</b>	<b>452</b>
<b>Fund Balance - Police Training</b>	<b>6,342</b>	<b>4,232</b>	<b>5,026</b>	<b>8,264</b>	<b>7,297</b>
<b>Fund Balance - 911 Distribution</b>	<b>6,051</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>
<b>Fund Balance - Transfer - Other Funds</b>	<b>614,000</b>	<b>427,855</b>	<b>393,276</b>	<b>439,106</b>	<b>459,339</b>
Revenue Over (under ) expenditures	<b>(1,600,981)</b>	<b>(194,231)</b>	<b>17,050</b>	<b>15,379</b>	<b>19,335</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
for Future GMP Update	40,000	50,000	60,000	60,000	70,000
for 2017 Citizen Survey	21,000	7,000	14,000	14,000	7,000
for Future Comp/Class Study	-	10,000	20,000	20,000	30,000
Other	-	3,793	14,431	13,044	28,277
for Special District Agreement	100,000	100,000	100,000	100,000	100,000
For Pavement Management 2016-2019	333,000	183,000	33,000	33,000	-
For Future Comprehensive Traffic Study	-	-	25,000	25,000	50,000
For Water District Issue	100,000	54,062	54,062	54,062	54,062
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>614,000</b>	<b>427,855</b>	<b>440,493</b>	<b>439,106</b>	<b>459,339</b>

# Municipal Court Cash Bond Interest

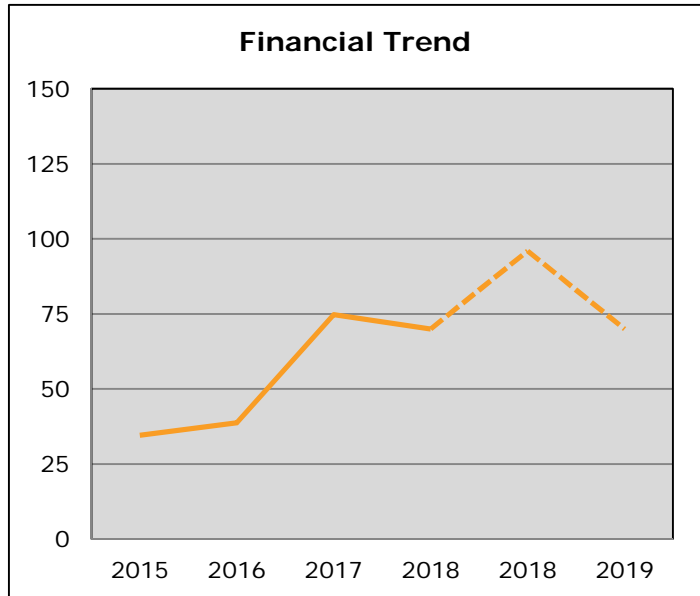
<p><b>General Ledger Codes:</b></p> <p>04-00-4251-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal code: Section 130.290  State Statute: 479 &amp; 483.312</p>
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## Revenue Description

**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.

.FY18 projected revenues are based on actual receipts through June with conservative estimated earnings for the remainder of the year. FY19 revenue is based on the average past three years.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	75	93.00%
2018 Budget	70	-6.30%
2018 Projected	96	37.14%
2019 Estimated	70	-27.08%



# Police Training

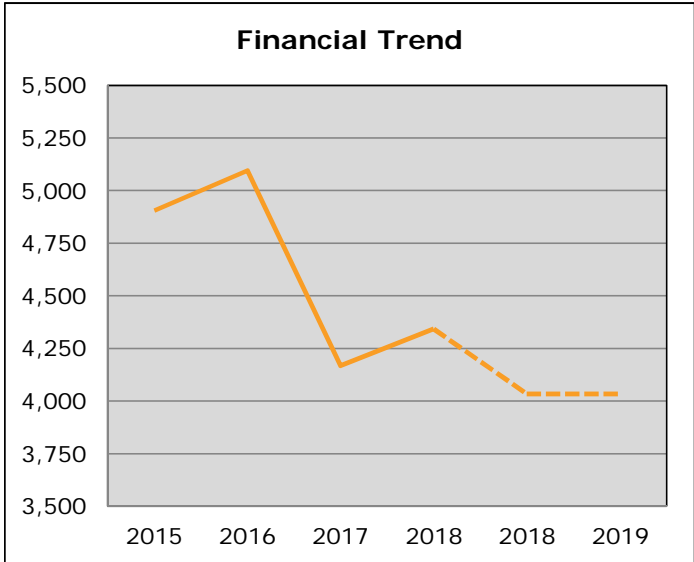
<p><b>General Ledger Codes:</b> 04-00-4255-0000</p>	<p><b><u>Legal Authority:</u></b> Municipal Code: Section 130.290 State Statute: Chapters 479 &amp; 483 &amp; 590</p>
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## Revenue Description

**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
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 Actual	4,167	-18.21%
2018 Budget	4,342	-14.78%
2018 Projected	4,033	-7.12%
2019 Estimated	4,033	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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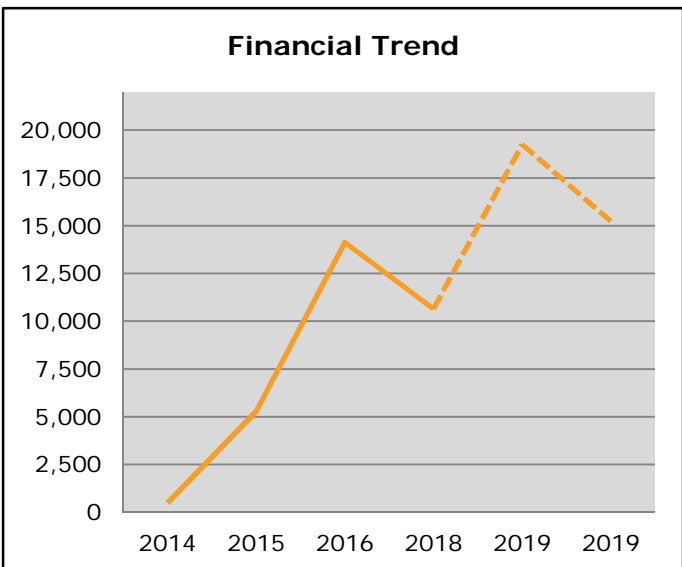
## Revenue Description

**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. FY19 estimated revenue is based on the average past three years.

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%
2018 Budget	10,638	-24.73%
2019 Projected	19,251	80.96%
2019 Estimated	15,233	-20.87%





# 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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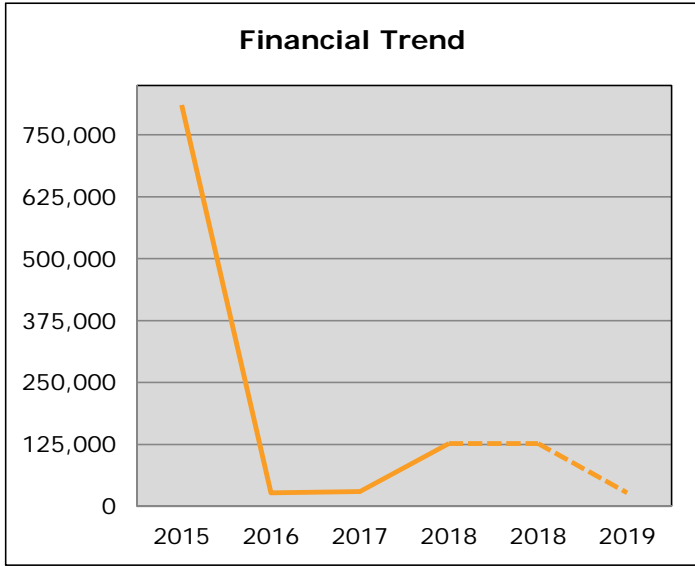
## Revenue Description

**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 2019:

* Growth Management Plan Sinking Fund:	\$10,000
* Future Comp/Class Study:	\$10,000
* Future Citizen Survey	<u>\$ 7,000</u>
	\$27,000

Fiscal Year	Collection	Annual Percentage Change
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 Actual	30,000	11.11%
2018 Budget	127,000	323.33%
2018 Projected	127,000	0.00%
2019 Estimated	27,000	-78.74%



# Transfers from Transportation Sales Tax Fund

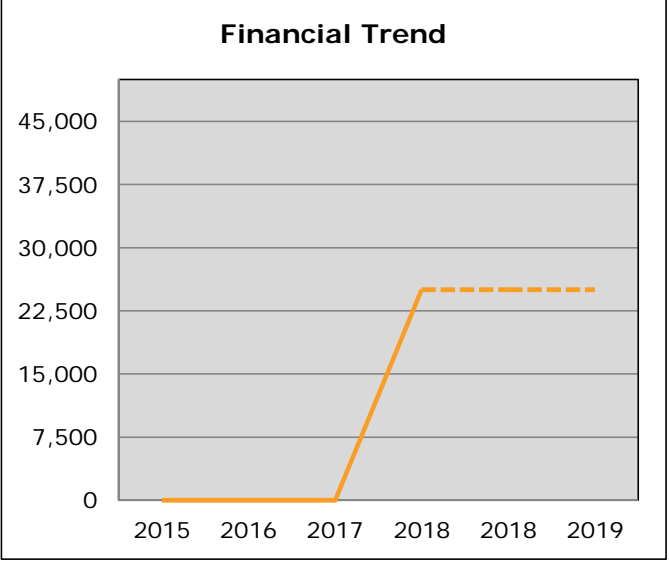
<p><b>General Ledger Codes:</b> 04-00-4936-0000</p>	<p><b>Legal Authority:</b> Municipal Code: n/a</p>
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**Revenue Description**

**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 2019 funds are transferred for a future comprehensive traffic study .

Fiscal Year	Collection	Annual Percentage Change
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 Actual	0	N/A
2018 Budget	25,000	N/A
2018 Projected	25,000	0.00%
2019 Estimated	25,000	0.00%



# 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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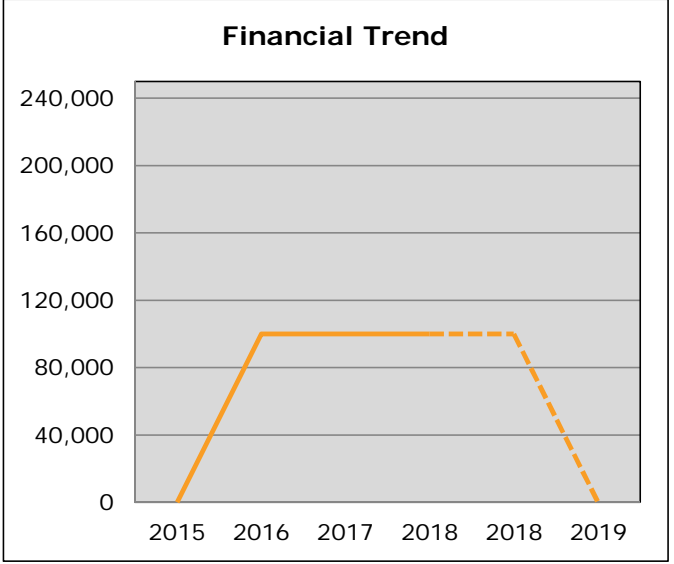
## Revenue Description

**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 2019 at this time.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	100,000	0.00%
2018 Budget	100,000	0.00%
2018 Projected	100,000	0.00%
2019 Estimated	0	N/A





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# 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 2019 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 20, 2018**

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

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

The Adopted Capital Budget for Fiscal Year 2019 and the five-year Capital Improvement Program (CIP) FY 2019 - 2023 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 2019 – 2023 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 2018 to FY 2019 are anticipated to remain relatively constant.

**Sales Taxes:** The Transportation Fund (36), Capital Improvement Fund (45), Stormwater Sales Tax Fund (46), and Park Sales Tax Fund (47) obtain as their primary revenue source sales taxes. As stated in the General Fund, estimated FY 2019 revenues are based on current receipts, no loss of business and no new business coming on line. Within the Parks Sales Tax Fund and the Stormwater Sales Tax Fund the City Council determines each year how to allocate twenty percent 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; forty percent of the revenue is allocated to the Park Sales Tax Fund by law; and twenty percent 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.

**Building fees and permits:** This is another major component of revenue for certain capital funds including the Park Fee in Lieu Fund (27), Excise Fund (37), Water Connection Fee Fund (52), and Sewer Connection Fee Fund (53). The new residential starts for FY 2019 are estimated at 125 and no new commercial starts are in these proposed capital budgets.

**Transfers from other funds:** A final source of revenue for certain capital funds relies on transfers in from other funds according to established formulas or funding needs. This allows for a set operational amount to be transferred in to the capital fund to avoid spikes in the other funds as needs arise. The two funds that rely on transfers in are the Building and Equipment Replacement Fund (05) and the Enterprise Capital Maintenance Fund (54). Fund (05) receives a set transfer payment each year of \$100,000 from the Capital Improvement Fund (45). Fund (54) receives approximately \$600,000 each year from the Enterprise Fund (50).



## PROPOSED 2019 CAPITAL BUDGET

The proposed 2019 capital budget includes project funding of \$3,949,200 for 24 recommended projects. Below is a summary of the Proposed 2018 Capital Budget:

### 2019 CAPITAL PROJECT SUMMARY

<b>Buildings &amp; Grounds</b>	\$141,400
<b>Parks</b>	\$373,725
<b>Sanitary Sewer</b>	\$1,344,075
<b>Stormwater</b>	\$345,000
<b>Transportation</b>	\$1,580,000
<b>Water</b>	\$165,000
<b>Total</b>	\$3,949,200

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,

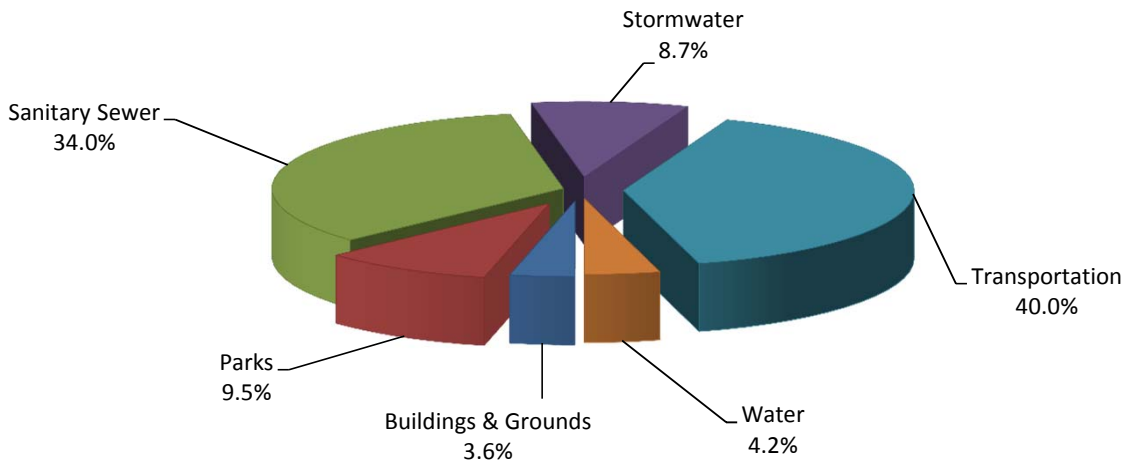
A handwritten signature in black ink, appearing to read "Jim Feuerborn". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jim Feuerborn, City Manager

# CAPITAL PROJECT SUMMARY

By Type

<u>Type</u>	<u>2019 Funding</u>
Buildings & Grounds	\$ 141,400
Parks	\$ 373,725
Sanitary Sewer	\$ 1,344,075
Stormwater	\$ 345,000
Transportation	\$ 1,580,000
Water	\$ 165,000
<b>Total:</b>	<b>\$ 3,949,200</b>

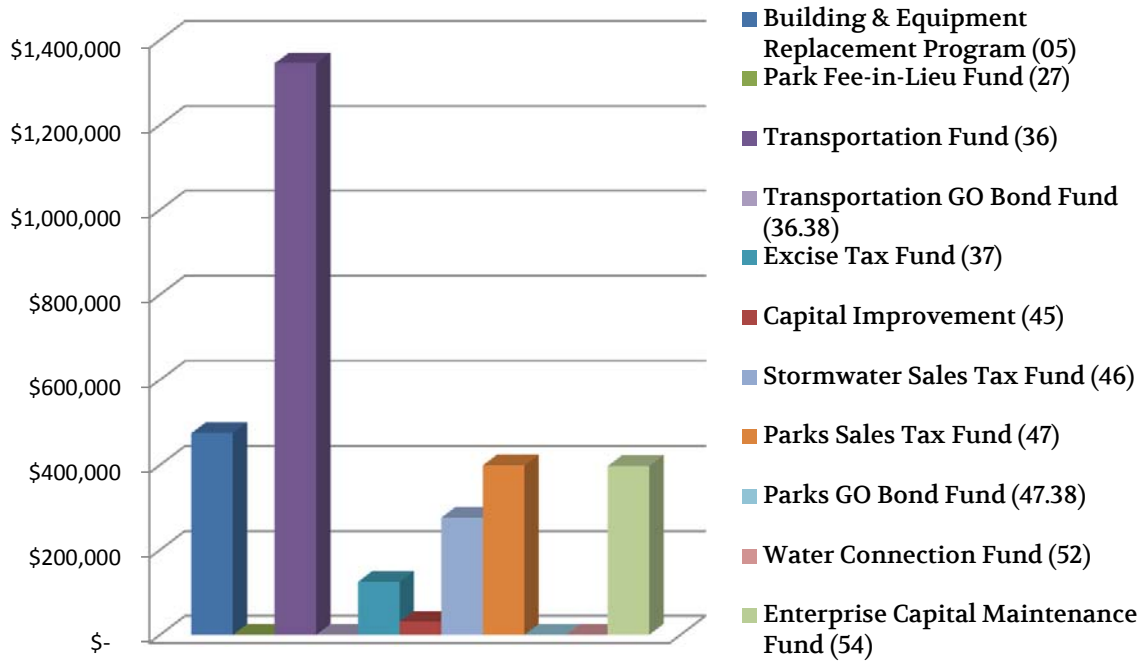


Capital expenditure projects are classified into seven specific programs: Buildings and Grounds, Community Development, Parks and Recreation, Sanitary Sewer, Stormwater, Transportation and Water Supply. For simplicity of presentation, only the types being funded in the current budget year are presented above.

# CAPITAL PROJECT SUMMARY

By Funding Source

<u>Source</u>	<u>2019 Funding</u>
Building & Equipment Replacement Program (05)	\$ 141,400
Park Fee-in-Lieu Fund (27)	\$ -
Transportation Fund (36)	\$ 1,365,000
Transportation GO Bond Fund (36.38)	\$ -
Excise Tax Fund (37)	\$ 200,000
Capital Improvement (45)	\$ 59,725
Stormwater Sales Tax Fund (46)	\$ 305,000
Parks Sales Tax Fund (47)	\$ 314,000
Parks GO Bond Fund (47.38)	\$ -
Water Connection Fund (52)	\$ 53,000
Sewer Connection Fund (53)	\$ 850,000
Enterprise Capital Maintenance Fund (54)	\$ 661,075
<b>Total:</b>	<b>\$ 3,949,200</b>



Raymore funding for capital projects comes from a variety of sources, but generally falls into one of the categories above.

## FY 2019 CAPITAL PROJECTS

The following projects are included in the proposed Capital Improvement Program (CIP) with funding requested in FY 2019 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**

Parks Maintenance Facility Door Access System	\$ 8,400
Building Door Access System	\$ 36,000
Municipal Circle Light Replacement	\$ 50,000
City Hall Exterior Painting	\$ 47,000
	<b>\$ 141,400</b>

### **Parks**

Hawk Ridge Park Security Cameras	\$ 31,000
T.B. Hanna Park Security Camera	\$ 15,525
Projector and Screen Raymore Activity Center	\$ 13,200
Memorial Park Playground Improvements	\$ 48,000
Recreation Park Ballfield Lights	\$ 90,000
Recreation Park Pond	\$ 150,000
Memorial Park Arboretum Light Replacement	\$ 26,000
	<b>\$ 373,725</b>

### **Sanitary Sewer**

Harold Estates Sanitary Sewer Extension	\$ 500,000
Sanitary Sewer Inflow and Infiltration Reduction	\$ 126,075
Owen Good Force Main Repairs	\$ 700,000
Evan Brook Sewer Repair	\$ 18,000
	<b>\$ 1,344,075</b>

### **Storm Water**

Annual Curb Replacement Program	\$ 200,000
Culvert Replacement	\$ 35,000
Storm/Sanitary Sewer Camera	\$ 110,000
	<b>\$ 345,000</b>

### **Transportation**

Annual Curb Replacement Program	\$ 400,000
Annual Street Preservation Program	\$ 800,000
Right of Way Infrastructure Repairs	\$ 150,000
Maintenance of Thoroughfare Routes	\$ 200,000
Shadowood Settlement Investigation	\$ 30,000
	<b>\$ 1,580,000</b>

### **Water**

Hydrant Replacement	\$ 112,000
Star Drive Water Main	\$ 53,000
	<b>\$ 165,000</b>

**Grand Total: **\$ 3,949,200****

## Capital Improvement Program by Funding Source and Project - 5 Year Summary

### By Fund

	2018-19	2019-20	2020-21	2021-22	2022-23
<b>Building &amp; Equipment Replacement Program (05)</b>					
Parks Maintenance Facility Door Access System	\$ 8,400				
Building Door Access System	\$ 36,000				
Municipal Circle Light Replacement	\$ 50,000				
City Hall Exterior Painting	\$ 47,000				
<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
Right of Way Infrastructure Repairs	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Shadowood Settlement Investigation	\$ 15,000				
58 Hwy Access Modifications At Kentucky Road			\$ 100,000		
<b>Excise Tax Fund (37)</b>					
Maintenance of Thoroughfare Routes	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
<b>Capital Improvement Fund (45)</b>					
Hawk Ridge Park Security Cameras	\$ 31,000				
T.B. Hanna Park Security Camera	\$ 15,525				
Projector and Screen Raymore Activity Center	\$ 13,200				
<b>Stormwater Sales Tax Fund (46)</b>					
Annual Curb Replacement Program	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Culvert Replacement	\$ 35,000				
Storm/Sanitary Sewer Camera	\$ 55,000				
Shadowood Settlement Investigation	\$ 15,000				
<b>Park Sales Tax Fund (47)</b>					
Dog Park		\$ 225,000			
Memorial Park Playground Improvements	\$ 48,000				
Recreation Park Ballfield Lights	\$ 90,000				
Park Maintenance Facility Building Apron		\$ 75,000			
Recreation Park Pond	\$ 150,000				
Recreation Park Playground Equipment			\$ 300,000		
Archery Range				\$ 51,500	
Recreation Park Pavilion Playground			\$ 100,000		
Hawk Ridge Park - Nature Play Playground				\$ 150,000	
Memorial Park Arboretum Light Replacement	\$ 26,000				
T.B Hanna Park Adams & Olive St Parking					\$ 125,753
T.B. Hanna Park Corner Boundaries					\$ 54,392
T.B. Hanna Park Special Event Lightings					\$ 58,500
T.B. Hanna Park Landscaping Earthwork					\$ 45,760
T.B. Park Furniture and Monument Sign					\$ 44,200
T.B. Hanna Park RR Crossing Signs					\$ 23,270
Recreation Park Baseball Complex Scoreboards				\$ 41,184	
<b>Water Connection Fee Fund (52)</b>					
(no projects scheduled)					
<b>Sewer Connection Fund (53)</b>					
Harold Estates Sanitary Sewer Extension	\$ 500,000				
<b>Enterprise Cap. Maint Fund (54)</b>					
Sanitary Sewer Inflow and Infiltration Reduction	\$ 126,075	\$ 129,227	\$ 132,458	\$ 135,769	\$ 139,163
Owen Good Force Main Repairs	\$ 700,000				
Evan Brook Sewer Repair	\$ 18,000				
Storm/Sanitary Sewer Camera	\$ 55,000				
Hydrant Replacement	\$ 112,000				
Star Drive Water Main	\$ 53,000				
<b>Total Projects by Fiscal Year</b>	<b>\$ 3,949,200</b>	<b>\$ 2,179,227</b>	<b>\$ 2,382,458</b>	<b>\$ 2,128,453</b>	<b>\$ 2,241,038</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 2019 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	2018-19	2019-20	2020-21	2021-22	2022-23
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)
Maintenance of Thoroughfare Routes	\$ (750)	\$ (750)	\$ (750)	\$ (750)	\$ (750)
<b>Total General Fund</b>	<b>\$ (3,550)</b>	<b>\$ (3,550)</b>	<b>\$ (3,550)</b>	<b>\$ (3,550)</b>	<b>\$ (3,550)</b>
Dog Park	\$	\$ 3,180	\$ 6,360	\$ 6,360	\$ 6,360
Recreation Park Ballfield Lights	\$	\$ 150	\$ 150	\$ 150	\$ 150
Hawk Ridge Park Security Cameras	\$	\$ 4,100	\$ 4,100	\$ 4,100	\$ 4,100
T.B. Hanna Park Security Camera	\$	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Recreation Park Baseball Complex Scoreboards	\$	\$ 350	\$ 350	\$ 350	\$ 350
<b>Total Park Fund</b>	<b>\$ -</b>	<b>\$ 11,780</b>	<b>\$ 14,960</b>	<b>\$ 14,960</b>	<b>\$ 14,960</b>
Sanitary Sewer Inflow and Infiltration Reduction	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (30,000)
Owen Good Force Main Repairs	\$	\$ (3,000)	\$ (3,000)	\$ (3,000)	\$ (3,000)
<b>Total Enterprise Fund</b>	<b>\$ (30,000)</b>	<b>\$ (33,000)</b>	<b>\$ (33,000)</b>	<b>\$ (33,000)</b>	<b>\$ (33,000)</b>
<b>Combined Total Operating Impact</b>	<b>\$ (33,550)</b>	<b>\$ (24,770)</b>	<b>\$ (21,590)</b>	<b>\$ (21,590)</b>	<b>\$ (21,590)</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	2019 Budget	Total Available
Public Works Facility Roof Repair	\$203,000	0	\$203,000	0	\$203,000
City Hall Front Entry Repair	\$242,000	\$5,000	\$237,000	0	\$237,000
City Hall Lobby Modifications	\$40,000	0	\$40,000	0	\$40,000
Building Door Access System	0	0	0	\$36,000	\$36,000
Municipal Circle Light Replacement	0	0	0	\$50,000	\$50,000
Parks Maintenance Facility Door Access	0	0	0	\$8,400	\$8,400
City Hall Exterior Painting	0	0	0	\$47,000	\$47,000
<b>Total</b>	<b>\$485,000</b>	<b>\$5,000</b>	<b>\$480,000</b>	<b>\$141,250</b>	<b>\$621,400</b>



### Building Door Access System

Cost (total): \$36,000

This project involves the replacement and installation of an electronic door access system at City Hall and the Public Works Facility. This will update and unify all security systems across multiple facilities.

**Operating Cost:** No anticipated additional costs.

### Municipal Circle Light Replacement

Cost (total): \$50,000

This project involves the replacement of 8 fixtures, poles and bases along Skyline and Broadmoor. Replacement of these eight fixtures is necessary at this time due to the deteriorated condition of the poles and foundations.

**Operating Cost:** No anticipated additional costs.





**Parks Maintenance Facility Door Access System**  
*Project (total): \$8,400*

This project involves the installation of an electronic door access system. The Parks Maintenance Facility is the only city facility that does not have an electronically controlled secured access system.

**Operating Cost:** Estimated additional minimal utility costs for running the access system. This will provide additional security to the facility and the equipment stored within.



**City Hall Exterior Painting**  
*Cost (total):\$47,000*

This project involves the power-washing and painting of the stucco, trash gates, pipe bollards, exterior doors, frames and sidelight frames of City Hall. City Hall was built in 2002 and has not been repainted since that time.

**Operating Cost:** No anticipated additional costs.

**B.E.R.P. (05)**

**Building & Equipment Replacement Program**

	2015-16	2016-17	2017-18	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actual	Actual	Budget	Projected	C.M. Proposed	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	1,361,190	1,528,685	1,472,457	1,515,245	1,180,868	1,155,941	1,264,610	1,374,095	1,484,400
<b>Revenue</b>									
Transfer In - from General Fund	40,000								
Transfer In - from Capital Improvement Fund	300,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Interest Revenue	10,391	13,233	7,362	25,797	16,473	8,670	9,485	10,306	11,133
<b>Total Revenue</b>	<b>350,391</b>	<b>113,233</b>	<b>107,362</b>	<b>125,797</b>	<b>116,473</b>	<b>108,670</b>	<b>109,485</b>	<b>110,306</b>	<b>111,133</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,711,581</b>	<b>1,641,918</b>	<b>1,579,819</b>	<b>1,641,042</b>	<b>1,297,341</b>	<b>1,264,610</b>	<b>1,374,095</b>	<b>1,484,400</b>	<b>1,595,533</b>
<b>Expenditures</b>									
Misc									
<b>Capital Outlay</b>									
Park Maintenance Facility - HVAC Modifications - complete	3,155								
Phone System at Public Works Facility - complete	15,000	(7,931)							
Public Works Facility - LED Lighting - complete		1,460							
City Hall LED Lighting Upgrades			13,250	13,250					
Public Works LED Lighting Upgrades			10,500	10,500					
Executive Conference Room Chairs - complete			6,000	5,398					
Parks Maintenance Facility Door Access System					8,400				
<b>Capital Projects (Budgeted / reconciled)</b>									
City Hall Tower Stabilization - complete	(41,817)								
City Hall Council Chambers Meeting Video Quality - complete	65,000	(15,307)							
Public Works Facility Roof Repair	35,000		167,500	167,500					
City Hall Lower Level Fire Suppression Modification	45,000								
City Hall Phone System		45,000							
Speakers & Microphones Floor Connection - complete	39,557								
City Hall Front Entry Repair		60,000	182,000	182,000					
Public Works Interior Painting and Repairs - complete		30,000		(13,474)					
Municipal Complex - Micro Surface - complete		16,000							
City Hall Lighting and Landscaping	22,000	(2,548)							
City Hall Lobby Modifications			40,000	40,000					
Police Squad Room Renovation			55,000	55,000					
Building Door Access System					36,000				
Municipal Circle Light Replacement					50,000				
City Hall Exterior Painting					47,000				
<b>Total Expenditures</b>	<b>182,896</b>	<b>126,674</b>	<b>474,250</b>	<b>460,173</b>	<b>141,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Available Fund Balance</b>	<b>1,528,685</b>	<b>1,515,245</b>	<b>1,105,569</b>	<b>1,180,868</b>	<b>1,155,941</b>	<b>1,264,610</b>	<b>1,374,095</b>	<b>1,484,400</b>	<b>1,595,533</b>
<i>Revenue Over (under) expenditures</i>	<b>167,495</b>	<b>(13,441)</b>	<b>(366,888)</b>	<b>(334,376)</b>	<b>(24,927)</b>	<b>108,670</b>	<b>109,485</b>	<b>110,306</b>	<b>111,133</b>

# Interest Revenue

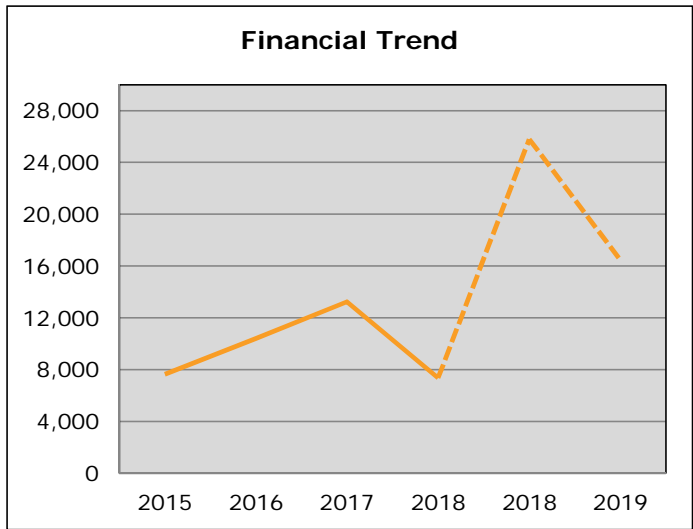
<b>General Ledger Codes:</b> 05-00-4350-0000	<b>Legal Authority:</b> State Statute: Chapter 82
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## Revenue Description

**Interest Revenue** - This account is used to record revenues associated with the City's return on investments of idle funds. FY18 revenues were estimated based on the assumption of no change in interest rates or carrying balances of the FY18 investments, however, interest rates have risen throughout the year and continue to do so.

FY18 revenues are based on current interest rates being earned. FY19 is estimated using average historical data for the previous three years.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	13,233	27.35%
2018 Budget	7,362	-44.37%
2018 Projected	25,797	94.95%
2019 Estimated	16,473	-36.14%



# 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

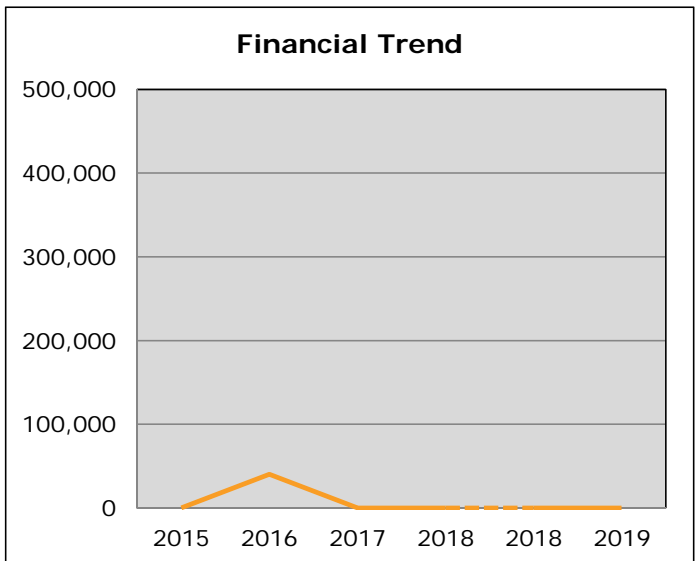
This account is for transfers from the General Fund balance for use on specific projects;

**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 FY19.

Fiscal Year	Collection	Annual Percentage Change
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
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
2018 Budget	0	N/A
2018 Projected	0	N/A
2019 Estimated	0	N/A



# Transfer from Capital Improvement Sales Tax Fund

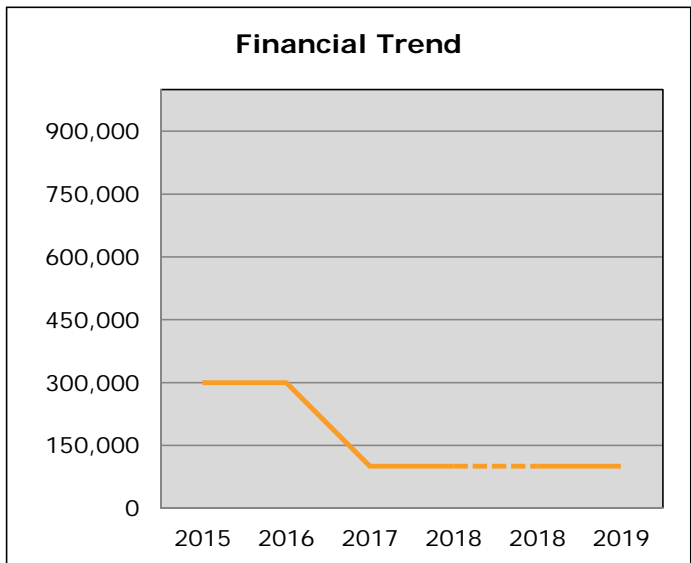
<b>General Ledger Codes:</b> 05-00-4945-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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## Revenue Description

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. FY19 transfer is estimated to remain the same.

Fiscal Year	Collection	Annual Percentage Change
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	300,000	N/A
2015 Actual	300,000	0.00%
2016 Actual	300,000	0.00%
2017 Actual	100,000	-66.67%
2018 Budget	100,000	0.00%
2018 Projected	100,000	0.00%
2019 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	2019 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)**

	2015-16	2016-17	2017-18	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actual	Actual	Budget	Projected	C.M. Proposed	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	109,413	5,382	22,802	24,939	47,466	68,891	90,635	113,260	136,774
<b>Revenue</b>									
Fees & Permits									
<i>Park Fee in Lieu</i>	15,788	18,955	29,400	22,027	21,069	21,227	21,492	21,815	22,360
Intergovernmental									
Interest	837	602	171	500	356	517	1,133	1,699	3,419
<b>Total Revenue</b>	<b>16,625</b>	<b>19,557</b>	<b>29,571</b>	<b>22,527</b>	<b>21,425</b>	<b>21,744</b>	<b>22,625</b>	<b>23,514</b>	<b>25,779</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>126,038</b>	<b>24,939</b>	<b>52,373</b>	<b>47,466</b>	<b>68,891</b>	<b>90,635</b>	<b>113,260</b>	<b>136,774</b>	<b>162,553</b>
<b>Expenditures</b>									
Park Land Purchase	60,456								
Park Land Purchase	60,200								
<b>Total Expenditures</b>	<b>120,656</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Gross)</b>	<b>5,382</b>	<b>24,939</b>	<b>52,373</b>	<b>47,466</b>	<b>68,891</b>	<b>90,635</b>	<b>113,260</b>	<b>136,774</b>	<b>162,553</b>
<i>Less: Reserve Balance ()</i>									
<b>Available Fund Balance</b>	<b>5,382</b>	<b>24,939</b>	<b>52,373</b>	<b>47,466</b>	<b>68,891</b>	<b>90,635</b>	<b>113,260</b>	<b>136,774</b>	<b>162,553</b>

# Park Fee in Lieu

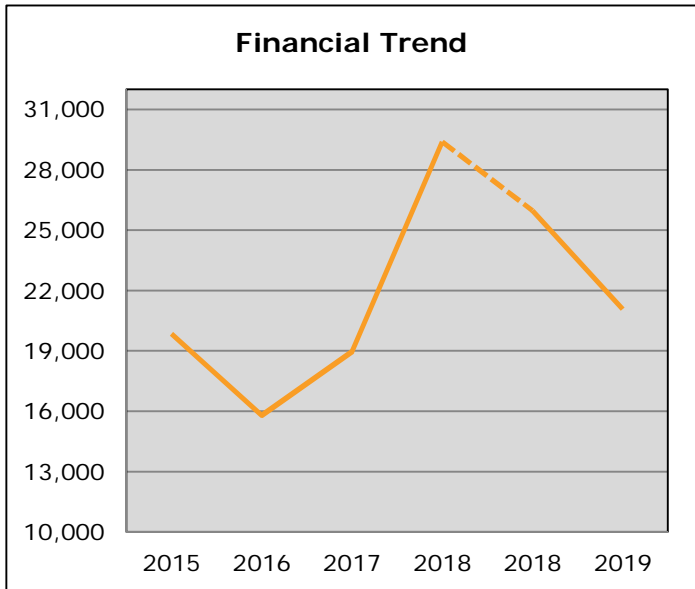
<p><b>General Ledger Codes:</b></p> <p>27-00-4705-0000</p>	<p><b>Legal Authority:</b> Municipal code: Section 445.040</p>
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## Revenue Description

**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.

FY19 revenues are conservatively based on the average fee assessed using 125 new homes.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	18,955	20.06%
2018 Budget	29,400	55.11%
2018 Projected	25,972	37.02%
2019 Estimated	21,069	-18.88%





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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 (0.5%).
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
1. **Transfer to Restricted Revenue Fund:** A transfer is being made in FY 2018 & FY2019 to fund a comprehensive traffic study on 58 Hwy. \$25,000
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	2019 Budget	Total Available
2019 Curb Replacement	0	0	0	\$400,000	\$400,000
2019 Street Preservation	0	0	0	\$800,000	\$800,000
Right-of-way Infrastructure Repairs	0	0	0	\$150,000	\$150,000
Shadowood Settlement Investigation	0	0	0	\$15,000	\$15,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$1,365,000</b>	<b>\$1,365,000</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 2019 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.





**Right-of-way Infrastructure Repairs**

*Cost (total) \$150,000*

Following completion of the annual sidewalk program, this program will provide funding for repairs of various infrastructure within public rights of way such as sidewalks/pathways, curbs, gutters and stormwater culverts. Operations and Maintenance has a considerable backlog of sidewalk and curb repairs. This project would provide supplemental funding for the removal and replacement of displaced sidewalk panels that can not be corrected by mudjacking. Staff is also starting to encounter a number of street crossing culvert failures, which require immediate attention. This project would provide funding for these repairs. It is proposed that the hierarchy for the use of these funds would be sidewalk repairs, curb repairs and culvert repairs.

**Operating Cost:** No anticipated additional operating costs.



**Shadowood Settlement Investigation**

*Cost (total) \$15,000*

This project will involve a comprehensive review to develop a plan to address the deterioration of both the city and private assets.

The subdivision, especially phase I, has many dips in the street, sidewalks and curbs along with broken driveways and grading/drainage issues. This problem has two parts, street trees were installed with original subdivision, and the backfill over the connections the private utilities. Both of these are causing the deterioration of both the city and private assets.

**Operating Cost:** No anticipated additional costs.

**Transportation (36)**

	2015-16	2016-17	2017-18	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actual	Actual	Budget	Projected	C.M. Proposed	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	734,126	508,037	308,569	229,363	479,997	474,403	456,517	374,450	402,007
<b>Revenue</b>									
Taxes									
<i>Transportation Sales Tax</i>	1,179,385	1,216,153	1,293,649	1,374,805	1,376,305	1,380,158	1,384,023	1,387,898	1,391,784
<i>Cass R&amp;B Sales Tax</i>	198,259	204,369	212,368	212,368	212,368	213,961	216,635	219,885	225,382
<i>Cass R&amp;B Property Tax</i>	152,615	157,798	169,204	169,204	169,204	170,473	172,604	175,193	179,573
Interest	6,459	8,023	4,565	8,961	4,565	3,558	5,706	5,617	10,050
Transfers In from Restricted Revenue Fund	568,000	150,000	150,000	150,000	33,000				
Transfers In from General Fund			62,220	62,220					
<b>Total Revenue</b>	<b>2,104,718</b>	<b>1,736,343</b>	<b>1,892,005</b>	<b>1,977,558</b>	<b>1,795,441</b>	<b>1,768,150</b>	<b>1,778,968</b>	<b>1,788,592</b>	<b>1,806,789</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>2,838,844</b>	<b>2,244,380</b>	<b>2,200,574</b>	<b>2,206,921</b>	<b>2,275,438</b>	<b>2,242,552</b>	<b>2,235,485</b>	<b>2,163,042</b>	<b>2,208,796</b>
<b>Expenditures</b>									
General Fund Transfer	320,000	332,073	320,000	320,000	320,000	320,000	320,000	320,000	320,000
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	25,000	25,000			
<b>Capital Projects (Budgeted / reconciled)</b>									
Annual Curb Replacement	400,000	395,433	400,000	382,183	400,000	400,000	400,000	400,000	400,000
Street Preservation	971,022	801,063	800,000	700,148	800,000	800,000	800,000	800,000	800,000
Right of Way Infrastructure Repairs	129,852	96,626	117,000	114,893	150,000	150,000	150,000	150,000	150,000
Ward Rd Sidewalk – Chateau Place to Sierra Dr. - comp	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		30,027							
Municipal Complex - Micro Surface		20,555		3,445					
Municipal Center Sidewalks & Lighting		114,000							
Municipal Circle Parking Improvements		35,000							
Cul-de-sac program		100,000							
Hubach Hill Road Street Light			8,000	8,000					
Johnston Drive Street Light			8,000	8,000					
Lucy Webb Roundabout Additional Lighting			12,000	12,000					
Permeable Pavers Crosswalks			62,220	62,220					
Shadowood Settlement Investigation					15,000				
58 Hwy Access Modifications At Kentucky Road							100,000		
<b>Total Expenditures</b>	<b>2,330,807</b>	<b>2,015,017</b>	<b>1,843,255</b>	<b>1,726,924</b>	<b>1,801,035</b>	<b>1,786,035</b>	<b>1,861,035</b>	<b>1,761,035</b>	<b>1,761,035</b>
<b>Fund Balance (Gross)</b>	<b>508,037</b>	<b>229,363</b>	<b>357,319</b>	<b>479,997</b>	<b>474,403</b>	<b>456,517</b>	<b>374,450</b>	<b>402,007</b>	<b>447,761</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>508,037</b>	<b>229,363</b>	<b>357,319</b>	<b>479,997</b>	<b>474,403</b>	<b>456,517</b>	<b>374,450</b>	<b>402,007</b>	<b>447,761</b>



# Transportation Sales Tax

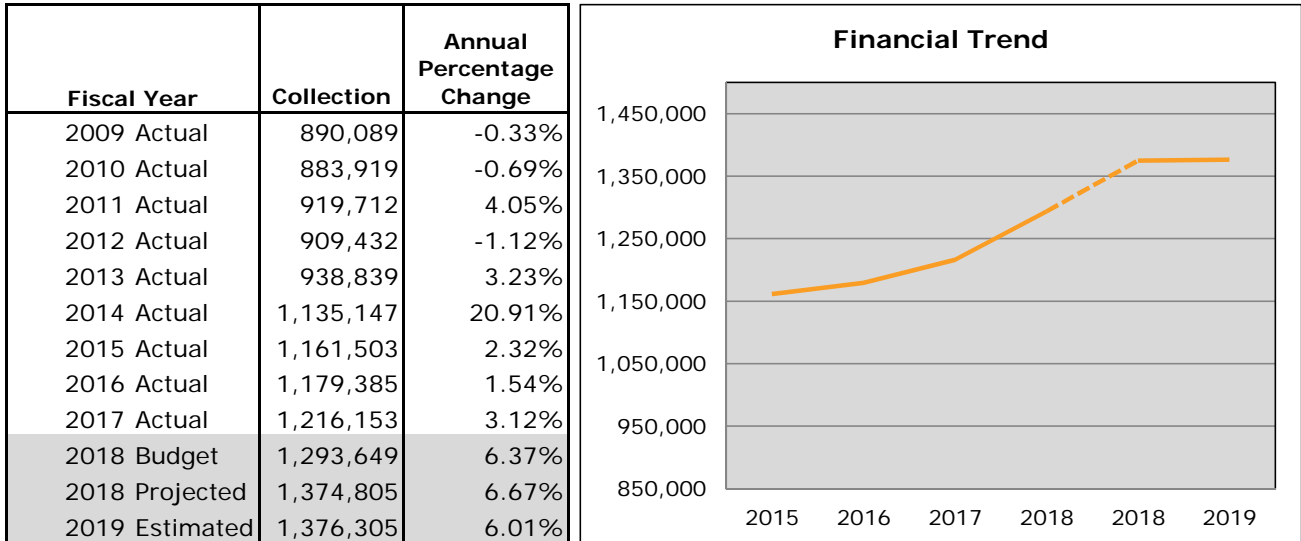
<p><b>General Ledger Codes:</b></p> <p>36-00-4130-0000</p>	<p><b>Legal Authority:</b>  Municipal Code: Sections 145.010; 145.020  State Statute: 94.500-94.550; 94.700  State Statute: 94.700-94.755 RSMo  Article IV of the Constitution of the State of MO Section 30 (b)</p>
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## 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 FY18 projected revenues are based on current receipts and a conservative 2.5% increase of receipts for July through October. The FY19 revenue is conservatively based on FY18 projections.



# Cass County 1/4 Cent Road and Bridge Sales Tax

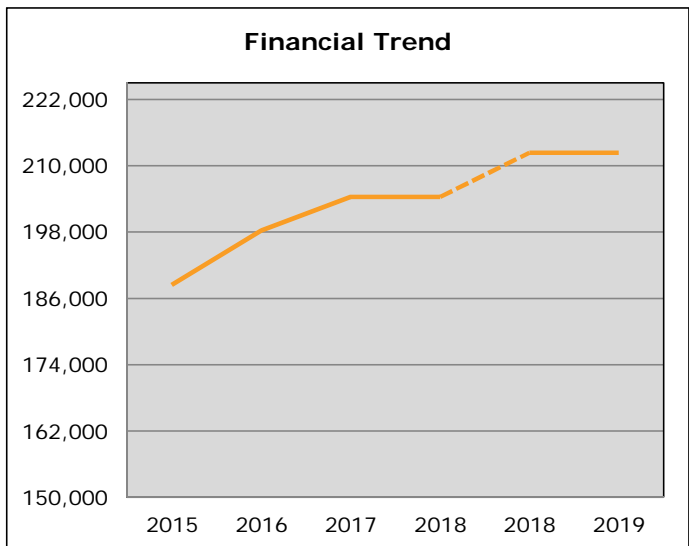
<b>General Ledger Codes:</b> 36-00-4475-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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## Revenue Description

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
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 Actual	204,369	3.08%
2018 Budget	204,369	0.00%
2018 Projected	212,368	3.91%
2019 Estimated	212,368	3.77%



# 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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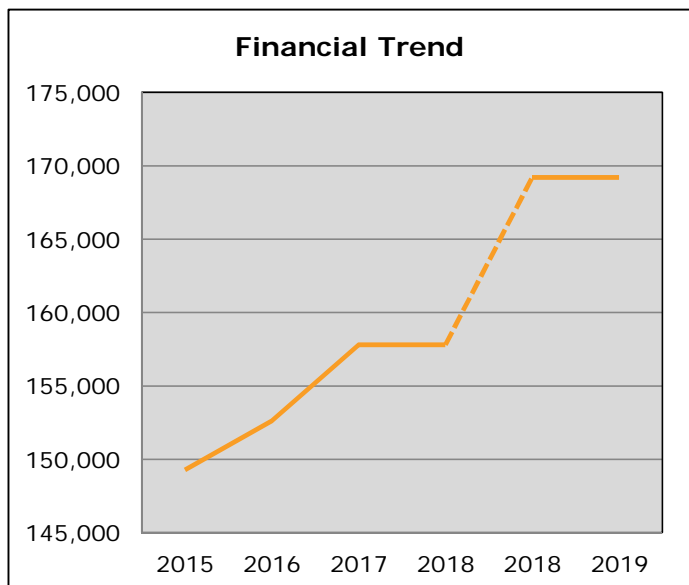
## Revenue Description

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 2019 estimate is based on the FY 2018 projected amount.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	157,798	3.40%
2018 Budget	157,797	0.00%
2018 Projected	169,204	7.23%
2019 Estimated	169,204	6.74%



# 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;

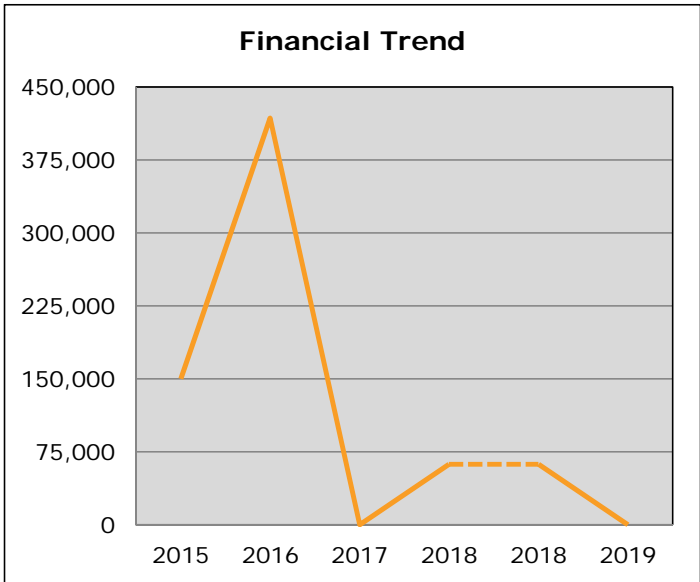
**FY2013**  
 \$903,113 Pavement Management System Reconstruction Streets

**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
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 Actual	0	N/A
2018 Budget	62,220	N/A
2018 Projected	62,220	N/A
2019 Estimated	0	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;

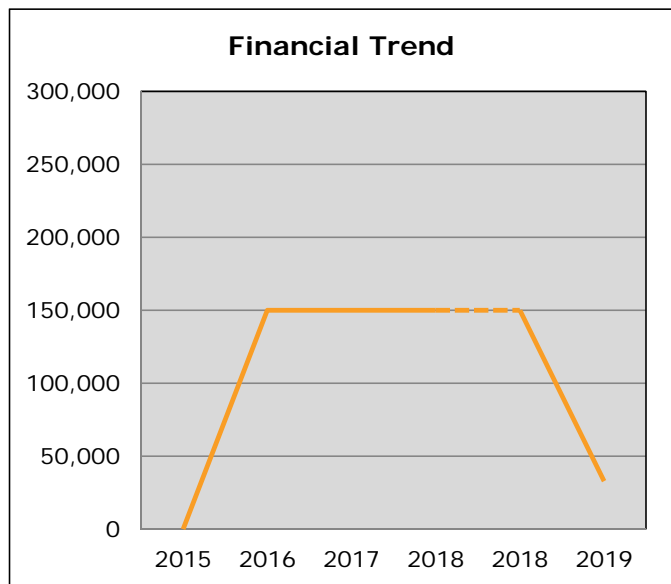
**FY2016-2018**

\$150,000 Pavement Management

**FY2019**

\$33,000 Pavement Management

Fiscal Year	Collection	Annual Percentage Change
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 Actual	150,000	0.00%
2018 Budget	150,000	0.00%
2018 Projected	150,000	0.00%
2019 Estimated	33,000	-78.00%





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# TRANSPORTATION GENERAL OBLIGATION BOND FUND

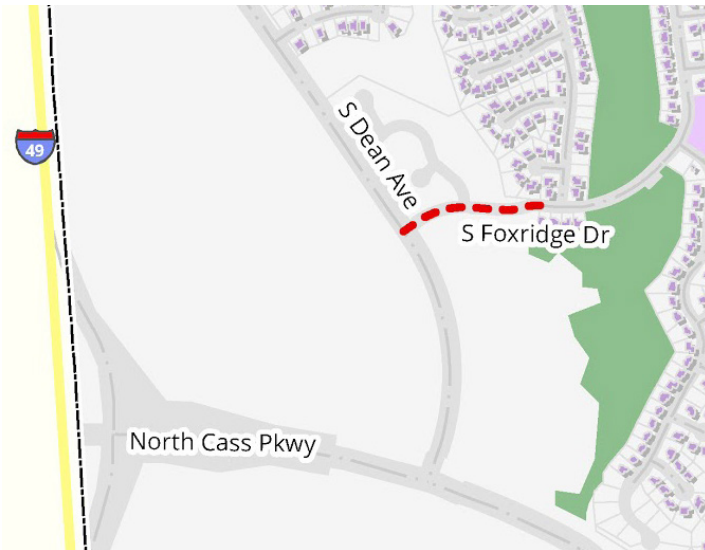
The City of Raymore Transportation General Obligation Bond Fund (36.38), established in 2007, is used to fund those capital projects associated with the expansion, enhancement, and major maintenance of the City's transportation system funded through the use of General Obligation Bond funds.

## 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	2019 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
<b>Total</b>	<b>\$1,340,000</b>	<b>\$65,000</b>	<b>\$1,275,000</b>	<b>\$0</b>	<b>\$1,275,000</b>

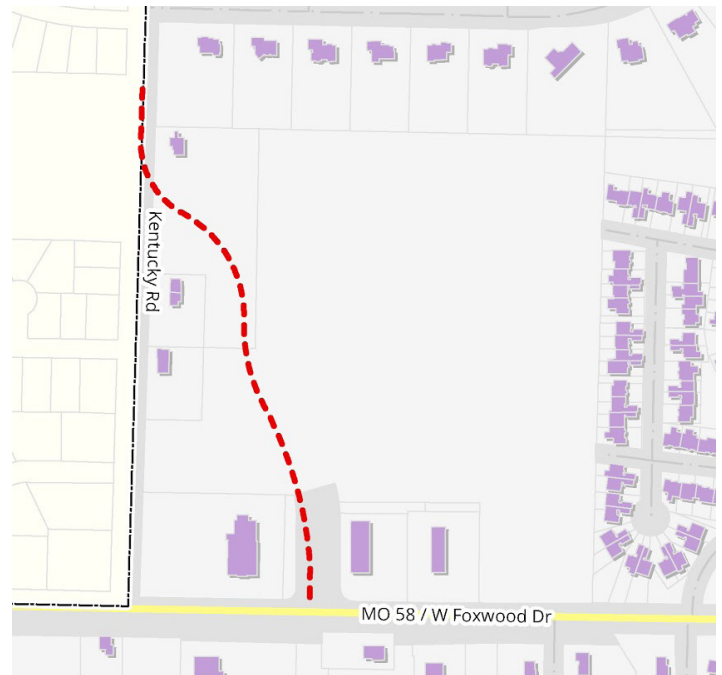


### Foxridge Drive Extension

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.



**Transportation GO Bond Funds (36.38)**

	2015-16	2016-17	2017-18	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actual	Actual	Budget	Projected	C.M. Proposed	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	-	870,719	426,345	426,345	353,611	355,379	358,045	362,520	367,052
<b>Revenue</b>									
2016 Bond Proceeds	2,316,668								
2017 Bond Proceeds		1,136,028							
Interest	4,051	3,813	2,132	7,266	1,768	2,665	4,476	4,532	4,588
<b>Total Revenue</b>	<b>2,320,719</b>	<b>1,139,841</b>	<b>2,132</b>	<b>7,266</b>	<b>1,768</b>	<b>2,665</b>	<b>4,476</b>	<b>4,532</b>	<b>4,588</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>2,320,719</b>	<b>2,010,560</b>	<b>428,477</b>	<b>433,611</b>	<b>355,379</b>	<b>358,045</b>	<b>362,520</b>	<b>367,052</b>	<b>371,640</b>
<b>Expenditures</b>									
<b>Capital Projects (Budgeted / reconciled)</b>									
58 Highway Rehabilitation - complete	1,400,000	(64,396)							
Foxridge Drive Extension		700,000							
Kentucky Road Relocation	50,000	590,000							
Johnston Drive - Dean to Darrowby		350,000		80,000					
<b>Total Expenditures</b>	<b>1,450,000</b>	<b>1,584,215</b>	<b>-</b>	<b>80,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Gross)</b>	<b>870,719</b>	<b>426,345</b>	<b>428,477</b>	<b>353,611</b>	<b>355,379</b>	<b>358,045</b>	<b>362,520</b>	<b>367,052</b>	<b>371,640</b>
<i>Less: Restricted Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>870,719</b>	<b>426,345</b>	<b>428,477</b>	<b>353,611</b>	<b>355,379</b>	<b>358,045</b>	<b>362,520</b>	<b>367,052</b>	<b>371,640</b>



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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

1. 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.
2. The revenue of \$256,625 proposed in FY2019 from single-family housing starts is based upon 125 new single-family homes.
3. **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.

### 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 2019 locations have not been determined at this time. 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 payment, as well as improves the safety and aesthetics of the system.

## FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expenditures	Carryover	2019 Budget	Total Available
Maintenance of Thoroughfare Routes	\$0	0	0	\$200,000	\$200,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$200,000</b>	<b>\$200,000</b>

**Excise Tax (37)**

	2015-16	2016-17	2017-18	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actual	Actual	Budget	Projected	C.M. Proposed	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	1,084,802	1,232,448	160,359	238,286	1,036,452	1,189,294	1,416,661	1,654,442	1,900,143
<b>Revenue</b>									
Fees & Permits									
<i>Commercial</i>	8,402	43,473	0	43,473	0	0	0	0	0
<i>Single Family</i>	285,346	373,553	346,850	428,167	256,625	327,412	329,037	329,850	333,099
<i>Multi-Family</i>	21,236	41,517	0	2,648	0	-	-	-	-
Interest	8,280	11,260	802	8,355	5,182	8,920	17,708	24,817	47,504
Transfer In Transportation Fund - 163rd St.	91,035	91,035	91,035	91,035	91,035	91,035	91,035	91,035	91,035
KC payment for 155th Street			700,000	349,488					
<b>Total Revenue</b>	<b>414,299</b>	<b>560,838</b>	<b>1,138,687</b>	<b>923,166</b>	<b>352,842</b>	<b>427,367</b>	<b>437,780</b>	<b>445,701</b>	<b>471,638</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,499,102</b>	<b>1,793,286</b>	<b>1,299,046</b>	<b>1,161,452</b>	<b>1,389,294</b>	<b>1,616,661</b>	<b>1,854,442</b>	<b>2,100,143</b>	<b>2,371,781</b>
<b>Expenditures</b>									
<b>Capital Projects (Budgeted / reconciled)</b>									
Maintenance of Thoroughfare Routes	266,653	155,000	125,000	125,000	200,000	200,000	200,000	200,000	200,000
155th Street Reconstruction		1,400,000							
<b>Total Expenditures</b>	<b>266,653</b>	<b>1,555,000</b>	<b>125,000</b>	<b>125,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
<b>Fund Balance (Gross)</b>	<b>1,232,448</b>	<b>238,286</b>	<b>1,174,046</b>	<b>1,036,452</b>	<b>1,189,294</b>	<b>1,416,661</b>	<b>1,654,442</b>	<b>1,900,143</b>	<b>2,171,781</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>1,232,448</b>	<b>238,286</b>	<b>1,174,046</b>	<b>1,036,452</b>	<b>1,189,294</b>	<b>1,416,661</b>	<b>1,654,442</b>	<b>1,900,143</b>	<b>2,171,781</b>

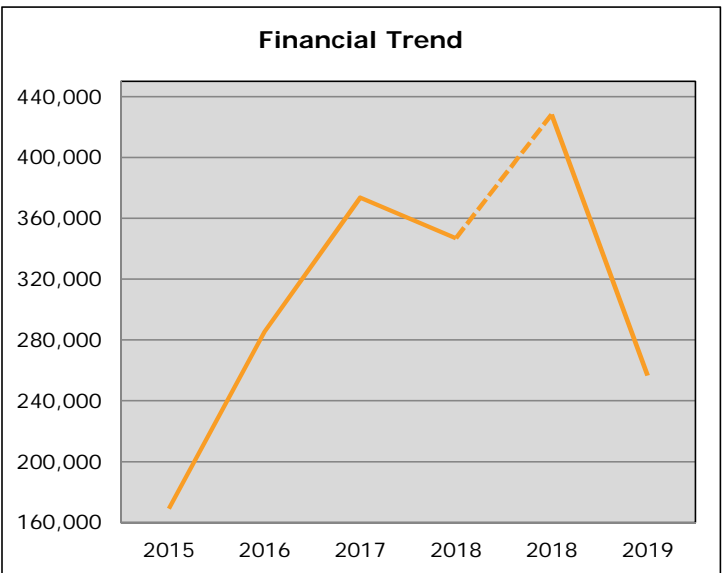
# Excise Tax

<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 budgeted based on the permitting of 125 new homes.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	373,553	30.91%
2018 Budget	346,850	-7.15%
2018 Projected	428,167	14.62%
2019 Estimated	256,625	-40.06%



# Transfer in From Transportation Fund

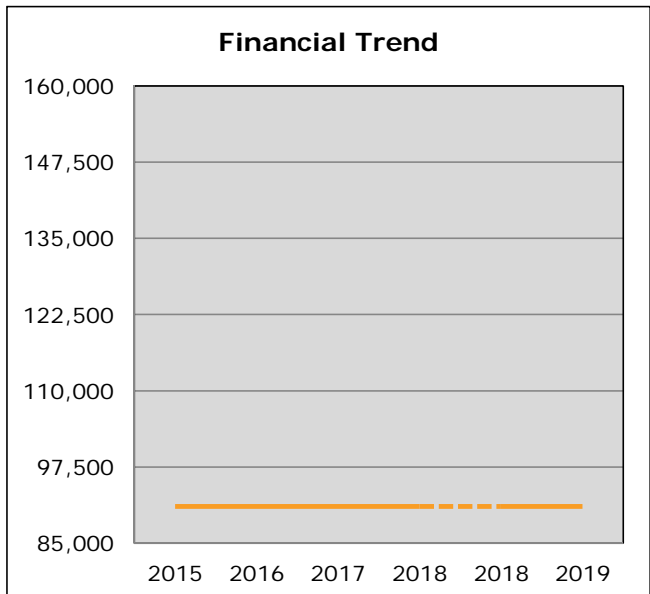
<p><b>General Ledger Codes:</b></p> <p>37-00-4936-0000</p>	<p><b><u>Legal Authority:</u></b>  Municipal Ordinance: n/a  State Statute: n/a</p>
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## Revenue Description

**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
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 Actual	91,035	0.00%
2018 Budget	91,035	0.00%
2018 Projected	91,035	0.00%
2019 Estimated	91,035	0.00%



# 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. \$543,125

**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	2019 Budget	Total Available
Hawk Ridge Park Security Cameras	0	0	0	\$31,000	\$31,000
T.B. Hanna Station Security Cameras	0	0	0	\$15,525	\$15,525
Project/Screen at RAC	0	0	0	\$13,200	\$13,200
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$59,725</b>	<b>\$59,725</b>



**Hawk Ridge Park Security Cameras**

Cost (total): \$31,000

The installation of cameras with the secured Internet connection to city hall at this location would allow for continuous monitoring, camera viewing and recording by the police department with a complete view of the park area.

**Operating Cost:** Staff anticipates additional utility costs of \$4,100 per fiscal year. Additional cameras will benefit both citizens and visitors in the community. This will provide a safer environment, protect the City’s assets as well as make the City more inviting to people to visiting or wanting to move in to the community.



**T.B. Hanna Station Security Camera**

Cost (total): \$15,525

This project involves the installation of three security cameras in T.B. Hanna Station as well as high speed Internet service. The installation of cameras with the secured Internet connection to city hall at this location would allow for continuous monitoring, camera viewing and recording by the police department with a complete view of the park area.

**Operating Cost:** Staff anticipates additional utility costs of \$4000 per fiscal year. Additional cameras will benefit both citizens and visitors in the community. This will provide a safer environment, protect the City’s assets as well as make the City more inviting to people to visiting or wanting to move in to the community.



**Projector/Screen Raymore Activity Center**

Cost (total): \$13,200

This project involves the purchase and installation of a ceiling mounted projector with an electronically controlled projector screen in the Raymore Activity Center. The large screen projector is an amenity that can be used for special events, summer camp and facility rentals. It’s ability to display presentations, live streaming, digital movies and more will provide a positive experience and provide more programming/ user options at the Raymore Activity Center.

**Operating Cost:** None.





**Capital Improvement Fund (45)**

	2015-16	2016-17	2017-18	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actual	Actual	Budget	Projected	C.M. Proposed	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	16,791	221,084	181,617	118,544	379,121	507,626	679,093	833,794	990,252
<b>Revenue</b>									
Taxes									
1/2 cent Capital Improvement	1,179,385	1,216,154	1,293,649	1,374,805	1,376,305	1,380,158	1,384,023	1,387,898	1,391,784
FVS - Mott & 58 Signal	31,416	27,626	32,000	27,024	25,000	25,000	25,000	25,701	
Resident Contribution- Willow Hills NID	2,863	2,863	2,863	2,863					
Reimbursement of undeveloped lots	16,163	63,405	0	60,656	0				
Interest	4,503	3,494	999	4,549	2,085	3,807	8,489	12,507	24,756
Bond Proceeds	4,040,000								
Transfer from General Fund	536,752	301,500	600,000	600,000	0				
Transfer from the Restricted Fund	1,541,250	24,671	0	0	0				
<b>Total Revenue</b>	<b>7,352,332</b>	<b>1,639,713</b>	<b>1,929,510</b>	<b>2,069,896</b>	<b>1,403,390</b>	<b>1,408,965</b>	<b>1,417,511</b>	<b>1,426,106</b>	<b>1,416,540</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>7,369,123</b>	<b>1,860,797</b>	<b>2,111,127</b>	<b>2,188,440</b>	<b>1,782,511</b>	<b>1,916,591</b>	<b>2,096,604</b>	<b>2,259,900</b>	<b>2,406,792</b>
<b>Expenditures</b>									
D. S. - Special Ob. Bond	2,377,929	516,150	544,750	515,750	543,125	546,188	548,875	541,313	553,375
Hubach Hill TDD D.S. (2009)	396,600	401,600	476,325	476,325	571,535	590,810	613,435	627,835	640,435
Misc - Debt service fees	500	500	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	6,000	6,000
Transfer to BERP	300,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	300,000
<b>Capital Projects (Budgeted / reconciled)</b>									
Police Firing Range	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)
Park Maintenance Facility Fencing & Building Apron		50,000		(888)					
Farmers Market Park Development Phase I-a & Ib - complete	(9,910)	-							
Roadside Trail Rehabilitation - completed	(32,206)								
Olive Street Sidewalk - completed	(32,817)								
Undeveloped Lots - Sidewalk Program	33,495	(18,036)		39,472					
Roundabout Feature	10,628								
Ryan's Access Modification	(3,320)								
Decorative Light Installation - Elm Street - completed	14,000	(1,433)							
Municipal Circle Center	1,815,250	-							
Depot Enhancement Package - completed	(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							
T.B. Hanna Station Parking Improvements - completed		68,000		(4,809)					
FY17 Stormwater Improvements		74,000		3,090					
Detention Pond Rehabilitation/Beautification Partnership		50,000							
City Hall Detention Pond		80,000							
Development Street Light Installation		88,000		49,379					
Park Land Purchase - completed	4,618								
KCP&L street light purchase - completed	1,976,000								
GO Bond project contingency/T.B. Hanna		301,500							
Street Light Installation			15,000	15,000					
Concession Stand Internet Connectivity w/ WIFI			15,500	15,500					
GO Project Support			217,394	217,394					
GO Hawk Ridge Park Support			382,606	382,606					
Hawk Ridge Park Security Cameras					31,000				
T.B. Hanna Park Security Camera					15,525				
Projector and Screen Raymore Activity Center					13,200				
<b>Total Expenditures</b>	<b>7,148,039</b>	<b>1,742,254</b>	<b>1,752,075</b>	<b>1,809,319</b>	<b>1,274,885</b>	<b>1,237,498</b>	<b>1,262,810</b>	<b>1,269,648</b>	<b>1,494,310</b>
<b>Fund Balance (Gross)</b>	<b>221,084</b>	<b>118,544</b>	<b>359,052</b>	<b>379,121</b>	<b>507,626</b>	<b>679,093</b>	<b>833,794</b>	<b>990,252</b>	<b>912,482</b>
<i>Less: Reserve Balance 0</i>									
<b>Available Fund Balance</b>	<b>221,084</b>	<b>118,544</b>	<b>359,052</b>	<b>379,121</b>	<b>507,626</b>	<b>679,093</b>	<b>833,794</b>	<b>990,252</b>	<b>912,482</b>

# Capital Improvements Sales Tax

<p><b>General Ledger Code:</b> 45-00-4125-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 145.030 State Statute: 94.575-94.577 RSMo</p>
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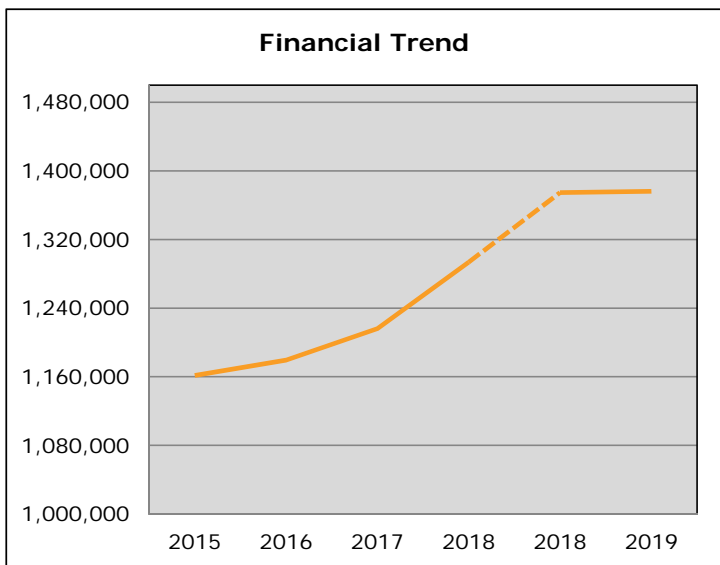
## Revenue Description

**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 FY18 projected revenues are based on current receipts and a conservative 2.5% increase of receipts for July through October. The FY19 revenue is conservatively based on FY18 projections.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	1,216,154	3.12%
2018 Budget	1,293,649	6.37%
2018 Projected	1,374,805	13.05%
2019 Estimated	1,376,305	0.11%



# Refunds & Reimbursements

<b>General Ledger Codes:</b> 45-00-4340-0000	<b>Legal Authority:</b> State Statute: Chapter 82
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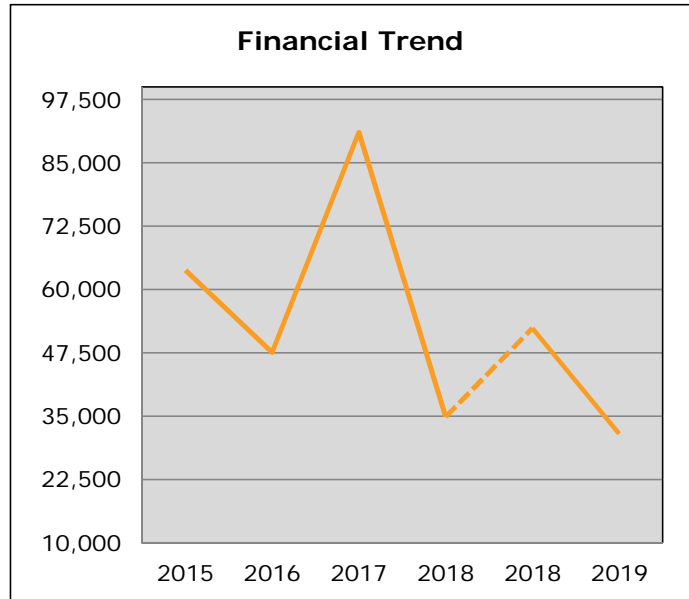
## Revenue Description

**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.

FY18 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 FY19 revenue is based solely on the traffic signal.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	91,031	91.33%
2018 Budget	34,863	-61.70%
2018 Projected	52,392	-42.45%
2019 Estimated	31,543	-39.79%



# Resident Contribution - Willow Hills NID

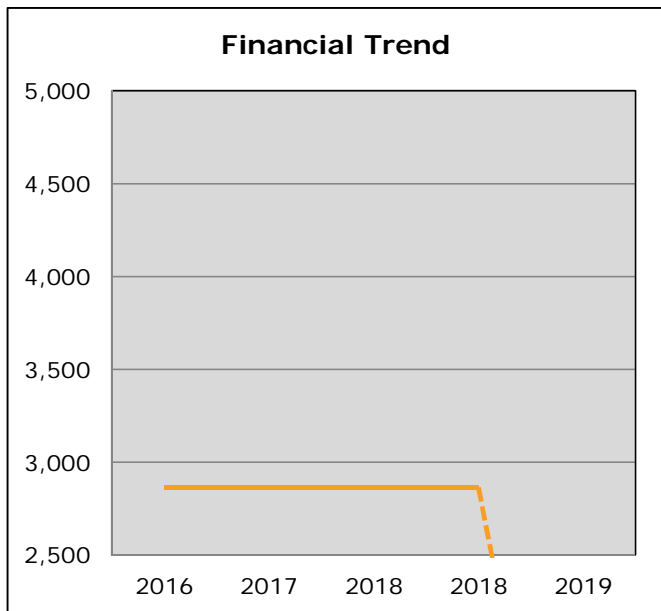
<b>General Ledger Codes:</b> 45-00-4800-0000	<b>Legal Authority:</b> Municipal Ordinance: n/a State Statute: n/a
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## Revenue Description

**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.

FY18 projected revenues are based on actual receipts and are the last year of the contract.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	2,863	0.00%
2018 Budget	2,863	0.00%
2018 Projected	2,864	0.03%
2019 Estimated	0	N/A



# 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

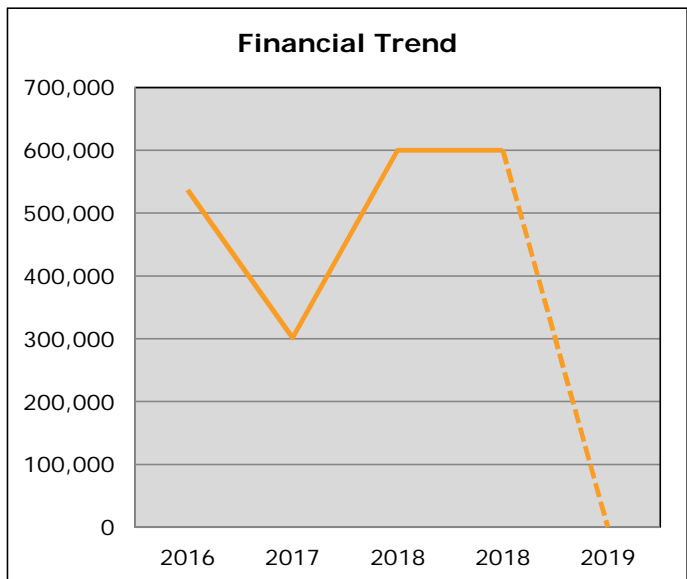
FY17 transfer was for the following project:

- \$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
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 Actual	301,500	-43.83%
2018 Budget	600,000	99.00%
2018 Projected	600,000	99.00%
2019 Estimated	0	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

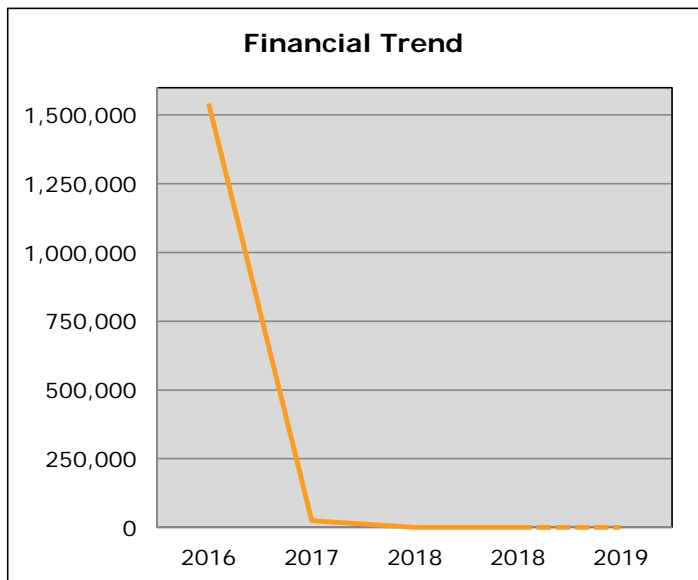
In FY14 the Council approved the transfer of \$1,000,000 from the General Fund, and \$41,250 from the Parks Sales Tax Fund to the Restricted Revenue Fund to set aside funds to use for planning, design or construction of a future activity center. In FY 2015 the Council approved an additional transfer 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 FY19.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	24,671	-98.40%
2018 Budget	0	N/A
2018 Projected	0	N/A
2019 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 2019 it is budgeted to allocate evenly between the funds.

## FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expenditures	Carryover	2019 Budget	Total Available
2019 Annual Curb Replacement Program	0	0	0	\$200,000	\$200,000
Storm/Sanitary Sewer Camera	0	0	0	\$55,000	\$55,000
Culvert Replacement	0	0	0	\$35,000	\$35,000
Shadowood Settlement Investigation	0	0	0	\$15,000	\$15,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$305,000</b>	<b>\$305,000</b>



### **Annual Curb Replacement Program**

*Cost (total): \$200,000*

The City is in the midst of a multi-year program to address curb deterioration. The proposed FY 2019 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.

### **Culvert Replacement**

*Cost (total): \$35,000*

This project involves the removal and replacement of an under road culvert crossing at Jefferson Street near Adams Street. The street currently has a dip over the pipe where the deteriorated corrugated metal pipe under Jefferson Street is collapsing. The project will remove the metal pipe, replace with a concrete pipe and clean up the stream entrance to the north to provide better drainage.

**Operating Cost:** No anticipated additional costs.



### **Storm/Sanitary Sewer Camera**

*Cost (total): \$55,000*

This project involves the replacement of the storm/sanitary sewer camera. The current camera is no longer working and can not record data. The replacement camera will assist crews in determining the condition of both the storm water and sanitary sewer water pipelines and allow for better scheduling of I&I treatment.

**Operating Cost:** No anticipated additional costs.

### **Shadowood Settlement Investigation**

*Cost (total): \$15,000*

This project will involve a comprehensive review to develop a plan to address the deterioration of both the city and private assets. The subdivision, especially phase I, has many dips in the street, sidewalks and curbs along with broken driveways and grading/drainage issues. This problem has two parts, street trees were installed with original subdivision, and the backfill over the connections the private utilities. Both of these are causing the deterioration of both the city and private assets.

**Operating Cost:** No anticipated additional costs.



**Stormwater Sales Tax (46)**

	2015-16	2016-17	2017-18	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actual	Actual	Budget	Projected	C.M. Proposed	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	32,189	118,661	124,514	91,745	217,404	285,928	427,336	566,007	701,677
<b>Revenue</b>									
Taxes									
Sales Tax (40% of 1/2 cent)	471,754	486,481	517,459	549,922	550,522	552,063	553,609	555,159	556,714
Council Determined	117,938	121,620	129,365	137,480	137,630	110,031	110,339	110,648	110,958
Refunds & Reimbursements	277	401	277	400	277	277	277	277	277
Interest	299	683	422	2,153	1,631	2,144	5,342	8,490	17,542
Transfers In	57,000	0							
<b>Total Revenue</b>	<b>647,268</b>	<b>609,185</b>	<b>647,523</b>	<b>689,955</b>	<b>690,060</b>	<b>664,516</b>	<b>669,567</b>	<b>674,575</b>	<b>685,491</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>679,457</b>	<b>727,846</b>	<b>772,037</b>	<b>781,700</b>	<b>907,464</b>	<b>950,444</b>	<b>1,096,903</b>	<b>1,240,581</b>	<b>1,387,168</b>
<b>Expenditures</b>									
Debt Service	210,681	208,892	21,856	21,856	21,536	22,208	21,872	21,536	23,184
General Fund Transfer	258,115	258,115	273,937	285,209	295,000	300,900	309,024	317,368	325,937
Misc Stream Clean ups Environment) Blue Education Program			1,500	1,500	-				
			5,000	5,000	-				
<b>Capital Projects (Budgeted / reconciled)</b>									
Annual Curb Replacement	-	100,000	100,000	75,240	200,000	200,000	200,000	200,000	200,000
City-Wide Median Beautification - complete	92,000	(10,906)							
Municipal Center BMPs		80,000							
Permeable Pavers Crosswalks			114,465	114,465					
N Washington St. Culvert Replacement			33,000	33,000					
Storm Culvert Replacement - complete			28,000	28,026					
Culvert Replacement					35,000				
Storm/Sanitary Sewer Camera					55,000				
Shadowood Settlement Investigation					15,000				
<b>Total Expenditures</b>	<b>560,796</b>	<b>636,101</b>	<b>577,758</b>	<b>564,296</b>	<b>621,536</b>	<b>523,108</b>	<b>530,896</b>	<b>538,904</b>	<b>549,121</b>
<b>Fund Balance (Gross)</b>	<b>118,661</b>	<b>91,745</b>	<b>194,279</b>	<b>217,404</b>	<b>285,928</b>	<b>427,336</b>	<b>566,007</b>	<b>701,677</b>	<b>838,047</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>118,661</b>	<b>91,745</b>	<b>194,279</b>	<b>217,404</b>	<b>285,928</b>	<b>427,336</b>	<b>566,007</b>	<b>701,677</b>	<b>838,047</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><u>Legal Authority:</u></b>                  Municipal Code: Section 145.040                  State Statute:</p>
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## Revenue Description

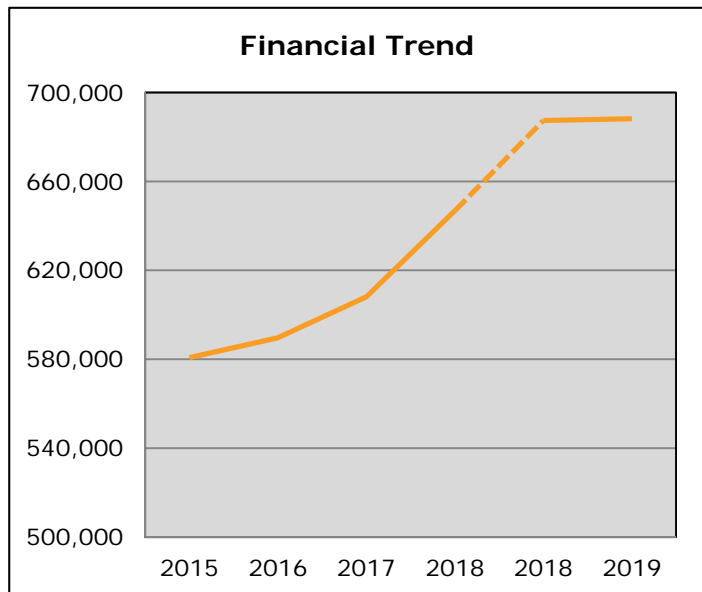
**Stormwater Sales Tax** – A tax of one-half of one percent (0.5%) is collected by the City for the purpose of providing funding for storm water control and local parks.

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 FY18 projected revenues are based on current receipts and a conservative 2.5% increase of receipts for July through October. The FY19 revenue is conservatively based on FY18 projections.

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
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 Actual	608,101	3.12%
2018 Budget	646,824	6.37%
2018 Projected	687,403	6.67%
2019 Estimated	688,152	6.01%



# 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	2019 Budget	Total Available
Recreation Park Picnic Pavilion	\$210,000	0	\$210,000	0	\$210,000
Memorial Park Playground Improvements	0	0	0	\$48,000	\$48,000
Recreation Park Pond	0	0	0	\$150,000	\$150,000
Recreation Park Baseball field lights	0	0	0	\$90,000	\$90,000
Memorial Park Arboretum Light Replacement	0	0	0	\$26,000	\$26,000
<b>Total</b>	<b>\$210,000</b>	<b>\$0</b>	<b>\$210,000</b>	<b>\$314,000</b>	<b>\$524,000</b>



**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 Baseball Field Lights**  
*Cost (total): \$90,000*

This project would involve the installation of ball field lighting for fields #1 and 2 at Recreation Park. Currently the ball fields do not have lighting. Installation of lighting would allow for evening games, expanded tournament divisions and better use of the ball fields.

**Operating Cost:** Estimated additional utility costs of \$150 per fiscal year. Additional lights will benefit both players and spectators as well as provide improved safety, environment and attractiveness of the fields. This also provides the Parks and Recreation program a greater ability to market the fields and expand programs to include evening hours.



**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.





**Memorial Park Arboretum Light Replacement**  
*Cost (total): \$26,000*

This project involves the replacement of lights in the Arboretum. The existing poles are old and can no longer be repaired.

**Operating Cost:** No anticipated additional costs.



**Memorial Park Playground Improvements**  
*Cost (total): \$48,000*

This project involves the replacement of the current play structure north of the west shelter. The existing equipment does not meet current ADA and other modern design criteria..

**Operating Cost:** Staff does not anticipate any impact on the operating budget. This will provide a safer environment, equipment that can be used by all citizens and an overall attractiveness to the park, as well as make the City more inviting to people to visiting or wanting to move in to the community.

**Park Sales Tax (47)**

	2015-16	2016-17	2017-18	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actual	Actual	Budget	Projected	C.M. Proposed	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	167,375	167,611	158,773	124,275	83,443	111,362	153,668	99,521	203,772
<b>Revenue</b>									
Taxes									
Sales Tax (40% of 1/2 cent)	471,754	486,481	517,459	549,922	550,522	552,063	553,609	555,159	556,714
Additional - Council Determined	117,938	121,620	129,365	137,480	137,630	138,016	138,402	138,790	139,178
Interest	1,574	2,167	1,971	3,739	3,767	2,227	3,842	2,986	7,132
Transfers from General Fund	194,000	118,000	20,000	20,000					
<b>Total Revenue</b>	<b>785,266</b>	<b>728,268</b>	<b>668,795</b>	<b>711,141</b>	<b>691,919</b>	<b>692,306</b>	<b>695,853</b>	<b>696,935</b>	<b>703,024</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>952,641</b>	<b>895,879</b>	<b>827,568</b>	<b>835,416</b>	<b>775,362</b>	<b>803,668</b>	<b>849,521</b>	<b>796,456</b>	<b>906,796</b>
<b>Expenditures</b>									
Debt Service	46,896	47,275							
Transfer to Park Fund for Operations	150,000	375,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000
<b>Capital Projects (Budgeted / reconciled)</b>									
Memorial Park Improvements - Phase III		150,000							
Recreation Park Basketball Court Reconstruction - complete	(2,308)								
Memorial Park Tennis Court Maintenance - complete	(1,664)								
Landscaping throughout the City	28,700								
Recreation Park Baseball Fields Renovation Project - complete	225,234								
Recreation Park Tennis Court Maintenance - complete	(5,828)								
Memorial Park Playground Improvements					48,000				
Memorial Park ADA Access to Ball Fields		65,000							
Memorial Park West Parking Lot Expansion		37,500		(7,887)					
Park Maintenance Building Apron						75,000			
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					90,000				
Ward Park Shelter House		6,500		(2,400)					
Recreation Park Pedestrian Bridge Replacements			55,000	55,000					
Recreation Park Picnic Pavilion			210,000	210,000					
Dog Park						225,000			
Recreation Park Ballfield Shade Structures - complete	209,000	(9,671)							
Recreation Pond Rehabilitation			10,000	3,260	150,000				
Recreation Park Playground Replacement							300,000		
Concession Stand Internet Connectivity w/ WIFI			18,000	18,000					
Trail Lighting		100,000							
Pedestrian Safety Enhancements			100,000	100,000					
Park Restroom Enhancements			6,000	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	20,000					
Memorial Park Arboretum Light Replacement					26,000				
T.B Hanna Park Adams & Olive St Parking									125,753
T.B. Hanna Park Corner Boundaries									54,392
T.B. Hanna Park Special Event Lightings									58,500
T.B. Hanna Park Landscaping Earthwork									45,760
T.B. Park Furniture and Monument Sign									44,200
T.B. Hanna Park RR Crossing Signs									23,270
Recreation Park Baseball Complex Scoreboards								41,184	
<b>Total Expenditures</b>	<b>785,030</b>	<b>771,604</b>	<b>769,000</b>	<b>751,974</b>	<b>664,000</b>	<b>650,000</b>	<b>750,000</b>	<b>592,684</b>	<b>701,875</b>
<b>Fund Balance (Gross)</b>	<b>167,611</b>	<b>124,275</b>	<b>58,568</b>	<b>83,443</b>	<b>111,362</b>	<b>153,668</b>	<b>99,521</b>	<b>203,772</b>	<b>204,921</b>
<i>Less: Restricted Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>167,611</b>	<b>124,275</b>	<b>58,568</b>	<b>83,443</b>	<b>111,362</b>	<b>153,668</b>	<b>99,521</b>	<b>203,772</b>	<b>204,921</b>

# Park Sales Tax

<p><b>General Ledger Code:</b> 47-00-4110-0000 47-00-4120-0000</p>	<p><b><u>Legal Authority:</u></b> Municipal Code: Section 145.040 State Statute:</p>
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## Revenue Description

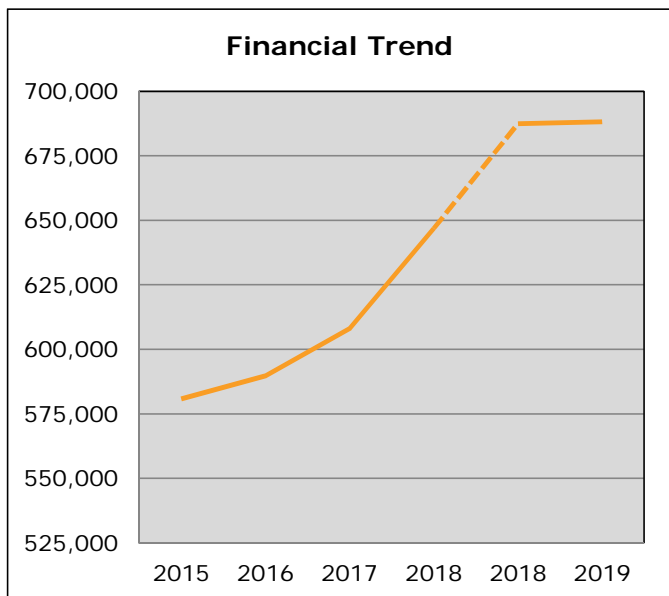
**Park Sales Tax** – A tax of one-half of one percent (0.5%) is collected by the City for the purpose of providing funding for storm water control and local parks.

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 FY18 projected revenues are based on current receipts and a conservative 2.5% increase of receipts for July through October. The FY19 revenue is conservatively based on FY18 projections.

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
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 Actual	608,101	3.12%
2018 Budget	646,824	6.37%
2018 Projected	687,403	6.67%
2019 Estimated	688,152	6.01%



# 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

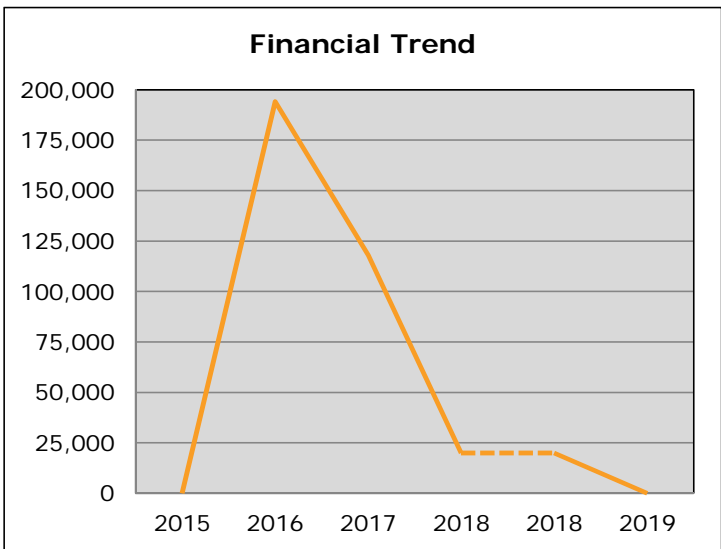
FY17 transfer were directed by the Council for the following projects:

\$ 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
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 Actual	118,000	-39.18%
2018 Budget	20,000	-83.05%
2018 Projected	20,000	0.00%
2019 Estimated	0	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	2019 Budget	Total Available
Hawk Ridge Park Additional Signage	\$85,000	0	\$85,000	0	\$85,000
Hawk Ridge Park Amphitheater, Parking & Restrooms	\$975,100	\$160,000	\$815,100	0	\$815,100
Hawk Ridge Park Parking & ADA Playground	\$700,000	0	\$700,000	0	\$700,000
T.B. Hanna Station Park Improvements	\$600,000	\$60,000	\$540,000	0	\$540,000
<b>Total</b>	<b>\$2,360,100</b>	<b>\$220,000</b>	<b>\$2,140,100</b>	<b>0</b>	<b>\$2,140,100</b>



**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.

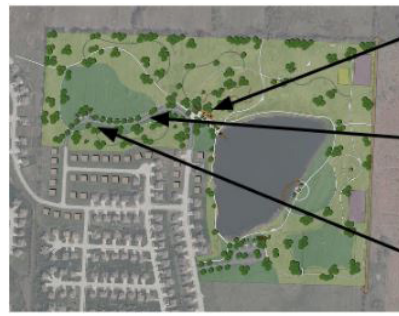
**Hawk Ridge Park Amphitheater, Parking & Restrooms**

Cost (total): \$975,100

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"



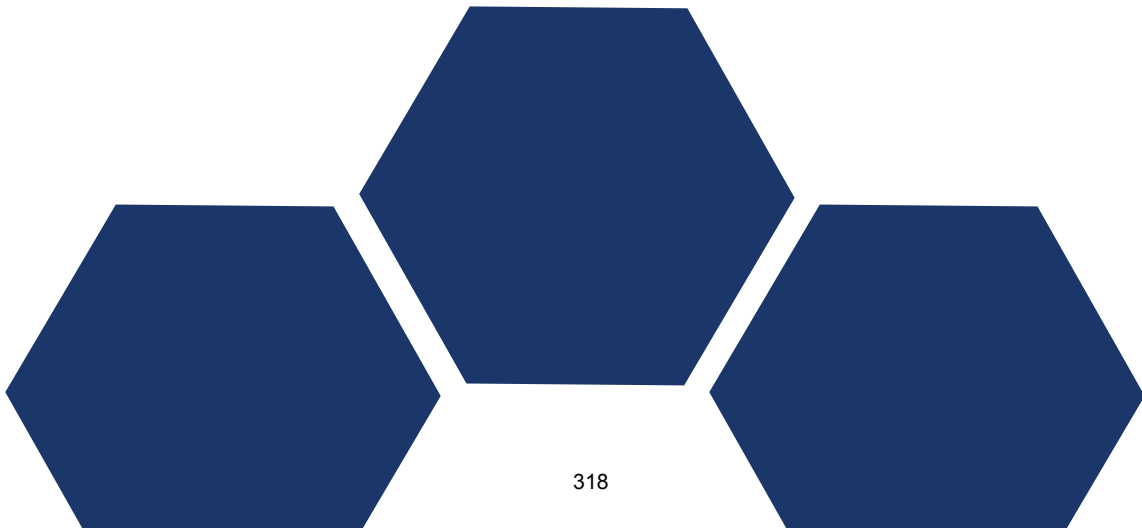
**Hawk Ridge Park Parking & ADA Playground**

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)**

	2015-16	2016-17	2017-18	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actual	Actual	Budget	Projected	C.M. Proposed	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
Beginning of Year	-	3,706,818	876,279	894,438	751	755	761	770	780
<b>Revenue</b>									
2016 Bond Proceeds	5,336,131								
2017 Bond Proceeds		1,730,091							
Interest	12,895	53,743	4,820	35,886	4	6	10	10	10
<b>Total Revenue</b>	<b>5,349,026</b>	<b>1,783,834</b>	<b>4,820</b>	<b>35,886</b>	<b>4</b>	<b>6</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>5,349,026</b>	<b>5,490,652</b>	<b>881,099</b>	<b>930,324</b>	<b>755</b>	<b>761</b>	<b>770</b>	<b>780</b>	<b>790</b>
<b>Expenditures</b>									
Debt Service	33,208	13,114							
<b>Capital Projects (Budgeted / reconciled)</b>									
Recreation Park Activity Center		2,843,000	109,573	109,573					
Hawk Ridge Park Additional Signage		85,000							
Hawk Ridge Park Amphitheater, Parking & Restrooms		675,100		300,000					
Hawk Ridge Park Parking & ADA Playground		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	520,000	520,000					
<b>Total Expenditures</b>	<b>1,642,208</b>	<b>4,596,214</b>	<b>629,573</b>	<b>929,573</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Gross)</b>	<b>3,706,818</b>	<b>894,438</b>	<b>251,526</b>	<b>751</b>	<b>755</b>	<b>761</b>	<b>770</b>	<b>780</b>	<b>790</b>
<i>Less: Restricted Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>3,706,818</b>	<b>894,438</b>	<b>251,526</b>	<b>751</b>	<b>755</b>	<b>761</b>	<b>770</b>	<b>780</b>	<b>790</b>

# 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

### Star Drive Water Main

Cost (total) \$53,000

This project involves the replacement of approximately 230 feet of water main on Star Drive in the Morningview subdivision. Operations and Maintenance has responded to numerous water main leak complaints in this area. They have determined that the source of the leaks is due to corrosion of the existing water main.

**Operating Cost:** No anticipated additional costs.

Project	Prior Budget	Total Expenditures	Carryover	2019 Budget	Total Available
Star Drive Water Main	0	0	0	\$53,000	\$53,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$53,000</b>	<b>\$53,000</b>

**Water Connection Fee Fund (52)**

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Projected	2018-19 C.M. Proposed	2019-20 Projected	2020-21 Projected	2021-22 Projected	2022-23 Projected
<b>Fund Balance</b>									
Beginning of Year	487,161	914,105	1,136,379	1,272,755	1,856,861	1,978,023	2,064,229	2,164,140	2,274,149
<b>Revenue</b>									
Interest	4,100	6,626	4,652	19,610	13,926	14,835	25,803	32,462	56,854
Connection Fees-Residential	405,650	491,416	405,650	568,727	297,875	229,707	232,579	236,067	241,969
Connection Fees-Commercial	17,195	8,146							
Transfers In from Enterprise Fund									
<b>Total Revenue</b>	<b>426,945</b>	<b>506,188</b>	<b>410,302</b>	<b>588,337</b>	<b>311,801</b>	<b>244,542</b>	<b>258,381</b>	<b>268,529</b>	<b>298,823</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>914,105</b>	<b>1,420,293</b>	<b>1,546,681</b>	<b>1,861,092</b>	<b>2,168,662</b>	<b>2,222,565</b>	<b>2,322,610</b>	<b>2,432,669</b>	<b>2,572,972</b>
<b>Expenditures</b>									
Debt Service					67,639	88,337	88,471	88,520	88,485
Water District #10 Payment					70,000	70,000	70,000	70,000	70,000
<b>Capital Projects (Budgeted / reconciled)</b>									
Gore Road Water and Main Meter Station - complete		147,539		4,231					
Star Drive Water Main					53,000				
<b>Total Expenditures</b>	<b>-</b>	<b>147,539</b>	<b>-</b>	<b>4,231</b>	<b>190,639</b>	<b>158,337</b>	<b>158,471</b>	<b>158,520</b>	<b>158,485</b>
<b>Fund Balance (Gross)</b>	<b>914,105</b>	<b>1,272,755</b>	<b>1,546,681</b>	<b>1,856,861</b>	<b>1,978,023</b>	<b>2,064,229</b>	<b>2,164,140</b>	<b>2,274,149</b>	<b>2,414,487</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>914,105</b>	<b>1,272,755</b>	<b>1,546,681</b>	<b>1,856,861</b>	<b>1,978,023</b>	<b>2,064,229</b>	<b>2,164,140</b>	<b>2,274,149</b>	<b>2,414,487</b>

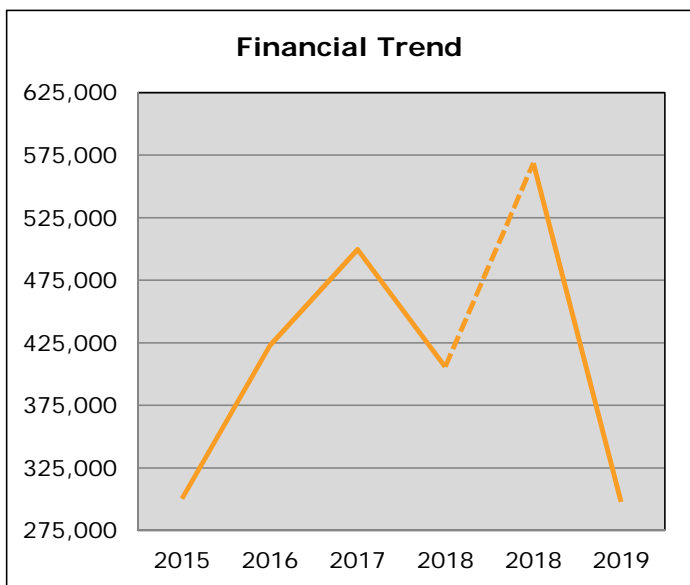
# Water Connection Fees

<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 \$2,383 per connection. Total FY2019 revenue is based on 125 new permits.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	499,562	18.14%
2018 Budget	405,650	-18.80%
2018 Projected	568,727	32.64%
2019 Estimated	297,875	-18.95%





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# SEWER CONNECTION FEE FUND

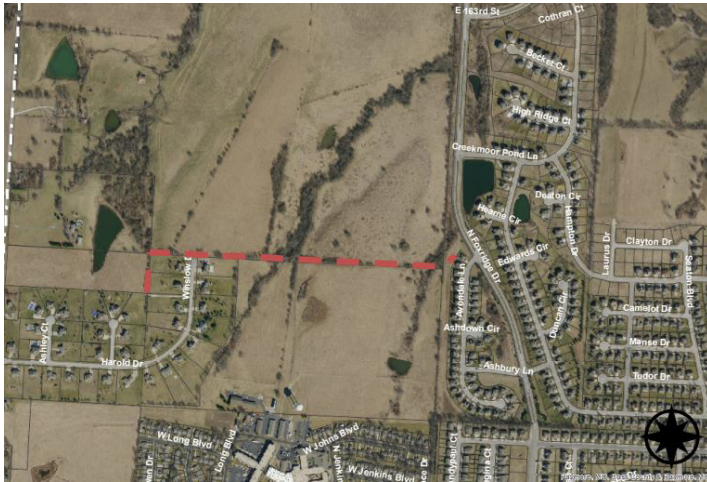
The City of Raymore Sewer Connection Fee Fund (53), established in 2002, is used to fund those capital projects associated with the expansion of the city’s sanitary sewer system as well as to support enhancements to the existing system to support new development. To a limited degree, this fund may be 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.

Project	Prior Budget	Total Expenditures	Carryover	2019 Budget	Total Available
Harold Estates Sanitary Sewer Extension	0	0	0	\$500,000	\$500,000
Owen Good Force Main Repairs	0	0	0	\$350,000	\$350,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$850,000</b>	<b>\$850,000</b>

# FUND PROJECT HIGHLIGHTS



## Harold Estates Sanitary Sewer Extension

Cost (total) \$500,000

This project involves the installation of approximately 3,000 ft of 8" gravity sanitary sewer line from the Harold Estates lift station east to an existing manhole at Avondale Lane. This project will allow the removal of the lift station and expansion of the city's sanitary sewer system as well as support enhancements to the existing system to support new development.

**Operating Cost:** Staff estimates that this project will avoid future maintenance costs associated with the lift-station in this area.



## Owen Good Force Main Repairs

Cost (total) \$350,000

This project would involve the replacement of one section of sanitary sewer pipe of approximately 1870 feet, a second more distressed are of 150 feet, and then the last 251 feet which could not be measured. A report was completed by PICA Pipeline Inspection & Condition Analysis Corporation to determine the condition of the Owen Good Force Main.

**Operating Cost:** A reduction in the flow will result in a decrease in the City's payment for treatment. Staff estimates annual savings of \$3,000. This maintains an overall systematic approach to maximize our maintenance dollars, as well as provide a clean safe sanitary system

**Sewer Connection Fee Fund (53)**

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Projected	2018-19 C.M. Proposed	2019-20 Projected	2020-21 Projected	2021-22 Projected	2022-23 Projected
<b>Fund Balance</b>									
Beginning of Year	919,012	1,201,421	1,532,026	1,538,243	1,797,129	1,050,740	1,199,991	1,359,099	1,527,033
<b>Revenue</b>									
Interest			0	0	0	7,881	15,000	20,386	38,176
Connection Fees-Residential	280,028	326,632	396,025	345,459	171,250	229,707	232,579	236,067	241,969
Connection Fees-Commercial	2,381	10,190	0	7,927	0	0	0	0	0
<b>Total Revenue</b>	<b>282,409</b>	<b>336,822</b>	<b>396,025</b>	<b>353,386</b>	<b>171,250</b>	<b>237,588</b>	<b>247,578</b>	<b>256,454</b>	<b>280,145</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,201,421</b>	<b>1,538,243</b>	<b>1,928,051</b>	<b>1,891,629</b>	<b>1,968,379</b>	<b>1,288,328</b>	<b>1,447,569</b>	<b>1,615,553</b>	<b>1,807,177</b>
<b>Expenditures</b>									
Debt Service					67,639	88,337	88,471	88,520	88,485
<b>Capital Projects (Budgeted / reconciled)</b>									
Hwy 58 Emergency Repairs		73,347							
Lift Station Emergency Generators			94,500	94,500					
Owen Good Force Main Repairs					350,000				
Harold Estates Sanitary Sewer Extension					500,000				
<b>Total Expenditures</b>			<b>94,500</b>	<b>94,500</b>	<b>917,639</b>	<b>88,337</b>	<b>88,471</b>	<b>88,520</b>	<b>88,485</b>
<b>Fund Balance (Gross)</b>	<b>1,201,421</b>	<b>1,538,243</b>	<b>1,833,551</b>	<b>1,797,129</b>	<b>1,050,740</b>	<b>1,199,991</b>	<b>1,359,099</b>	<b>1,527,033</b>	<b>1,718,692</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>1,201,421</b>	<b>1,538,243</b>	<b>1,833,551</b>	<b>1,797,129</b>	<b>1,050,740</b>	<b>1,199,991</b>	<b>1,359,099</b>	<b>1,527,033</b>	<b>1,718,692</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

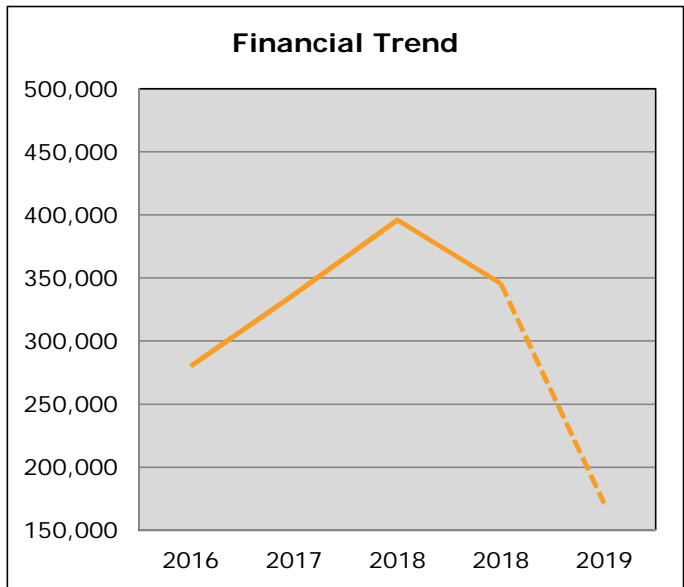
A sewer connection fee is imposed upon new connections to the City's sewer system. The sewer connection fees shall be charged as follows:

Residential (single-family and multiple-family) sewer connection fees are charged a sewer connection fee of \$48.00 for each trap, with a minimum charge of \$1,370.00. 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 \$61.00 for each trap, with a minimum charge of \$2,326.00.

The Fiscal Year 2019 projected revenue is based on current housing permits and an estimated 125 traps.

Fiscal Year	Collection	Annual Percentage Change
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 Actual	336,822	20.28%
2018 Budget	396,025	17.58%
2018 Projected	345,459	-15.01%
2019 Estimated	171,250	-65.07%



# 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	2019 Budget	Total Available
Inflow and Infiltration Reduction	0	0	0	\$126,075	\$126,075
Owen Good Force Main Repairs	0	0	0	\$350,000	\$350,000
Evan Brook Sewer Repair	0	0	0	\$18,000	\$18,000
Storm/Sanitary Sewer Camera	0	0	0	\$55,000	\$55,000
Hydrant Replacement	0	0	0	\$112,000	\$112,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$661,075</b>	<b>\$661,075</b>



**Sanitary Sewer Inflow & Infiltration Reduction**  
Cost (total) \$126,075

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 2019, efforts will focus in the Foxhaven, Remington, and Bridlecroft subdivisions.

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 systematic approach to maximize our maintenance dollars, as well as provide a clean safe sanitary system.



**Owen Good Force Main Repairs**  
Cost (total) \$350,000

This project would involve the replacement of one section of sanitary sewer pipe of approximately 1870 feet, a second more distressed are of 150 feet, and then the last 251 feet which could not be measured.

A report was completed by PICA Pipeline Inspection & Condition Analysis Corporation to determine the condition of the Owen Good Force Main.

**Operating Cost:** A reduction in the flow will result in a decrease in the City's payment for treatment. Staff estimates annual savings of \$3,000. This maintains an overall systematic approach to maximize our maintenance dollars, as well as provide a clean safe sanitary system.





**Evan Brook Sewer Repair**  
 Cost (total) \$18,000

This project involves the encasement of the sewer line that is exposed at the bottom of the stream bed south of the Evan Brook subdivision.

If this situation continues to exist, erosion will expand around the pipe which can compromise the integrity of the pipe joints which could lead to a sanitary sewer overflow.

**Operating Cost:** No anticipated impact on the operating budget beyond regular maintenance at a minimal cost. Regular maintenance extends the useful life.

**Storm/Sanitary Sewer Camera**  
 Cost (total) \$55,000

This project involves the replacement of the storm/sanitary sewer camera. The current camera is no longer working properly and can not record data. The replacement camera will assist crews in determining the condition of both the storm water and sanitary sewer water pipelines and allow for better scheduling of I&I treatment.

**Operating Cost:** No anticipated additional operating costs.



**Hydrant Replacement**  
 Cost (total) \$112,000

This project involves the replacement of 16 water hydrants at various locations throughout the city. During routine hydrant flushing and maintenance, these hydrants were found to be in need of replacement.

**Operating Cost:** No anticipated additional costs.



**Enterprise Capital Maintenance Fund (54)**

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Projected	2018-19 C.M. Proposed	2019-20 Projected	2020-21 Projected	2021-22 Projected	2022-23 Projected
<b>Fund Balance</b>									
Beginning of Year	328,705	20,245	147,212	152,254	323,076	263,616	495,807	729,645	964,920
<b>Revenue</b>									
Interest	6,675	7,169	736	27,135	1,615	1,318	6,198	10,945	24,123
Transfers In from Enterprise Fund	234,144	364,146	540,099	540,999	600,000	360,099	360,099	360,099	360,099
Transfers In from General Fund									
<b>Total Revenue</b>	<b>240,819</b>	<b>371,315</b>	<b>540,835</b>	<b>568,134</b>	<b>601,615</b>	<b>361,417</b>	<b>366,297</b>	<b>371,044</b>	<b>384,222</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>569,524</b>	<b>391,560</b>	<b>688,047</b>	<b>720,388</b>	<b>924,691</b>	<b>625,034</b>	<b>862,103</b>	<b>1,100,689</b>	<b>1,349,142</b>
<b>Expenditures</b>									
Misc									
<b>Capital Projects (Budgeted / reconciled)</b>									
Inflow and Infiltration Reduction - current and future		-	123,000	123,000	126,075	129,227	132,458	135,769	139,163
Inflow and Infiltration Reduction - prior year's projects	127,566	(3,559)							
Owen Good Force Main Odor Abatement - #164 & 183 - complete	(7,914)								
Sanitary Sewer and Manhole Repair - complete									
Owen Good Force Main Repair - complete									
Foxwood Water Tower Painting and Repair	138,940								
Eagle Glen Trail Reconstruction - complete									
S. Adams - Water Main Replacement - complete	(14,903)								
Johnston Dr. Water Main Replacement - complete	(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		62					
Sensus Meter System		150,000	150,000	150,000					
Owen Good Force Main Analysis			94,250	94,250					
Owen Good Overflow Valve Replacement			30,000	30,000					
Owen Good Force Main Repairs					350,000				
Evan Brook Sewer Repair					18,000				
Storm/Sanitary Sewer Camera					55,000				
Hydrant Replacement					112,000				
<b>Total Expenditures</b>	<b>549,279</b>	<b>239,306</b>	<b>397,250</b>	<b>397,312</b>	<b>661,075</b>	<b>129,227</b>	<b>132,458</b>	<b>135,769</b>	<b>139,163</b>
<b>Fund Balance (Gross)</b>	<b>20,245</b>	<b>152,254</b>	<b>290,797</b>	<b>323,076</b>	<b>263,616</b>	<b>495,807</b>	<b>729,645</b>	<b>964,920</b>	<b>1,209,979</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>20,245</b>	<b>152,254</b>	<b>290,797</b>	<b>323,076</b>	<b>263,616</b>	<b>495,807</b>	<b>729,645</b>	<b>964,920</b>	<b>1,209,979</b>



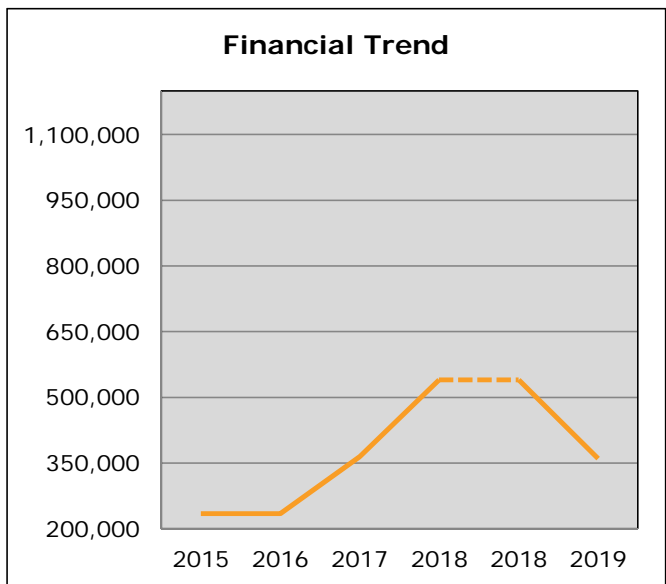
# Transfer from Enterprise Fund

<p><b>General Ledger Code:</b> 54-00-4950-0000</p>	<p><b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a</p>
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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 ten years to the full 1% contribution.

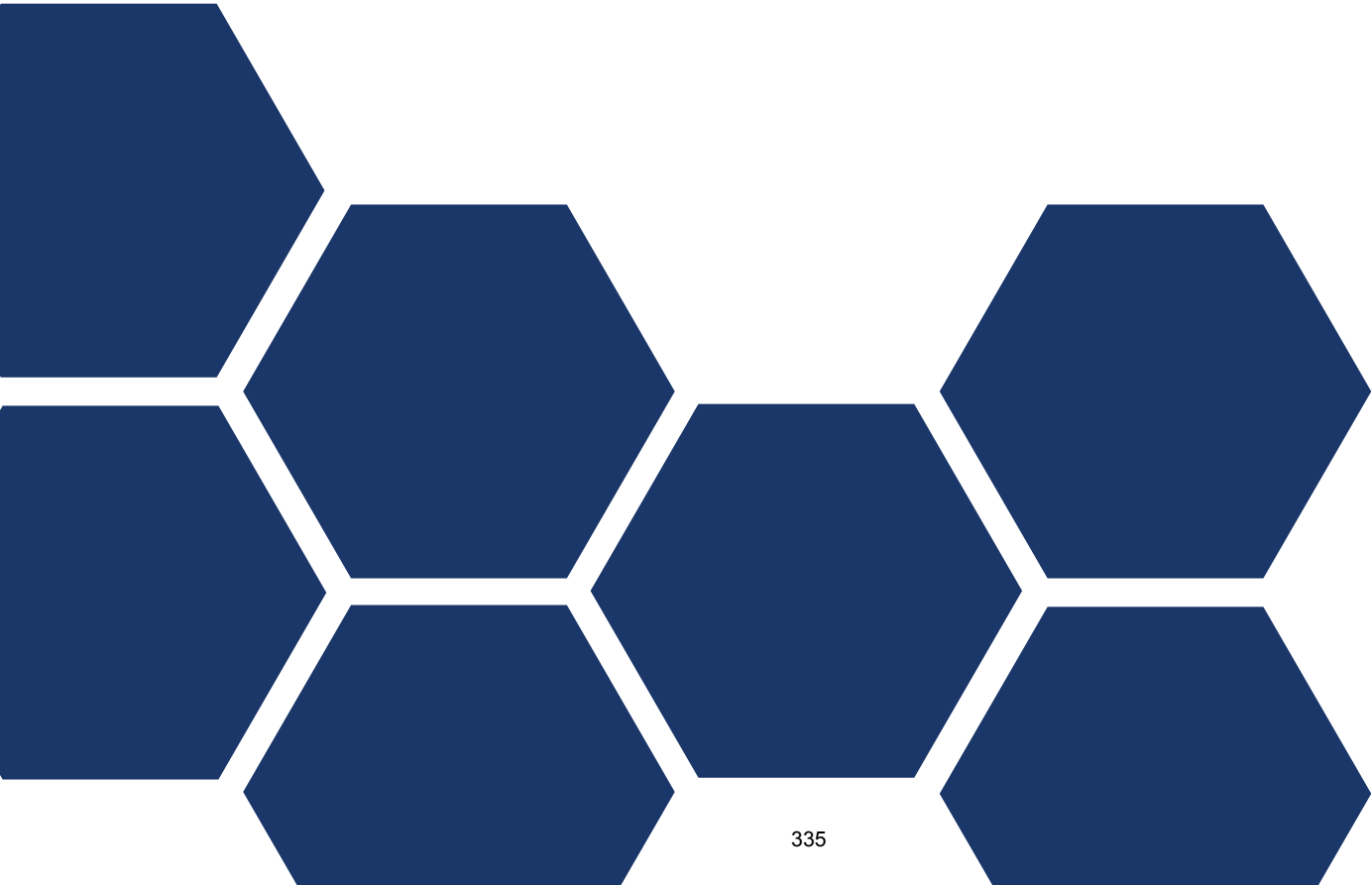
Fiscal Year	Collection	Annual Percentage Change
2009 Actual	0	N/A
2010 Actual	1,154,055	N/A
2011 Actual	632,750	-45.17%
2012 Actual	680,267	7.51%
2013 Actual	680,267	0.00%
2014 Actual	687,709	1.09%
2015 Actual	234,144	-65.95%
2016 Actual	234,144	0.00%
2017 Actual	364,146	55.52%
2018 Budget	540,099	48.32%
2018 Projected	540,099	0.00%
2019 Estimated	360,099	-33.33%





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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 2015-16 Actual</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Budget</b>	<b>FY 2018-19 C.M. Proposed</b>
Property Taxes	3,655,732	3,806,164	4,008,967	4,279,328
Franchise Taxes	2,199,361	2,131,712	2,251,722	2,245,694
Sales Taxes	6,989,415	7,884,759	7,958,732	8,404,094
Intergovernmental	350,874	362,167	-	-
Fees and Permits	719,490	1,380,814	733,362	515,482
Licenses	132,117	140,723	142,680	133,053
Municipal Court	427,213	360,246	386,369	324,987
Program / Service Fees	7,378,756	8,019,178	7,743,287	7,463,053
Centerview	-	8,971	54,405	52,805
Raymore Activity Center	-	-	-	169,840
Penalties	158,734	138,969	161,784	141,807
Miscellaneous	596,738	673,795	464,007	546,481
Bond Proceeds & Interest	7,669,745	2,910,124	-	-
2017 Bond Proceeds - estimated	-	-	-	-
Other Sources / Transfers	9,875,455	3,317,736	4,452,667	2,971,878
<b>Revenues</b>	<b>40,153,630</b>	<b>31,135,358</b>	<b>28,357,981</b>	<b>27,248,502</b>
Administration	1,185,116	1,013,233	1,003,942	1,024,981
Information Technology	437,337	465,464	473,750	457,561
Economic Development	163,940	184,335	224,235	186,783
Community Development	530,975	616,059	707,163	674,032
Engineering	381,304	369,128	419,021	420,592
Streets	1,019,806	883,982	913,920	864,408
Stormwater	254,774	283,316	289,053	301,313
Buildings and Grounds	273,391	310,303	311,021	374,280
Municipal Court	166,322	146,560	171,047	124,399
Finance	564,458	591,142	636,570	625,566
Communications	-	184,563	317,768	300,946
Prosecuting Attorney	-	22,165	20,140	24,940
Police	3,439,925	3,759,114	4,177,333	4,222,507
Emergency Management	113,874	126,082	129,581	130,550
Parks	628,451	651,921	685,062	725,089
Recreation	515,583	557,058	581,732	537,076
Centerview	-	20,558	54,405	49,255
Raymore Activity Center	-	-	-	81,172
Water & Sewer	4,817,101	6,288,000	5,370,533	5,359,919
Miscellaneous	-	-	7,000	70,500
Debt Service	4,854,168	3,330,797	3,622,927	3,696,339
Fees	59,859	44,065	3,000	3,000
911 Exp/Communications	27,519	-	-	-
Capital Outlay	592,583	103,195	457,422	124,775
Capital Projects	7,566,316	7,149,053	4,446,758	3,958,600
Capital Projects - GO Bond	-	-	-	-
Transfers Out	5,434,060	3,288,365	3,657,971	2,868,501
<b>Total Expenditures</b>	<b>33,026,862</b>	<b>30,388,458</b>	<b>28,681,354</b>	<b>27,207,084</b>
TTD Expenditures	-	-	-	-
<b>Net Changes in Fund Balance</b>	<b>7,126,768</b>	<b>746,900</b>	<b>(323,373)</b>	<b>41,418</b>
Percentage change in PY Revenue	60.14%	-22.46%	-29.38%	-3.91%
Percentage change in PY Expenditures	47.30%	-7.99%	-13.16%	-5.14%
Percentage change in PY change of Fund Balance	215.72%	-89.52%	-104.54%	-112.81%

**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 2018-19</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>3,175,073</b>	<b>519,162</b>	<b>2,061,281</b>	<b>1,720,597</b>	<b>1,546,876</b>	<b>7,756,179</b>	<b>16,779,166</b>
Property Taxes	1,500,359	402,780		2,376,189			4,279,328
Franchise Taxes	2,245,694						2,245,694
Sales Taxes	3,543,609	350,000				4,510,485	8,404,094
Intergovernmental					-		-
Fees and Permits	237,788					277,694	515,482
Licenses	133,053						133,053
Municipal Court	320,884				4,102		324,987
Program / Service Fees		317,800	6,676,128			469,125	7,463,053
Centerview		52,805					52,805
Raymore Activity Center		169,840					169,840
Penalties			132,302	9,505			141,807
Miscellaneous	388,342	7,967	40,107	18,182	15,233	76,650	546,481
2017 Bond Proceeds - estimated						-	-
Other Sources / Transfers	1,464,280	100,000	153,338	-	430,226	824,035	2,971,878
<b>Revenues</b>	<b>9,834,010</b>	<b>1,401,192</b>	<b>7,001,875</b>	<b>2,403,875</b>	<b>449,561</b>	<b>6,157,989</b>	<b>27,248,502</b>
Administration	1,024,981						1,024,981
Information Technology	457,561						457,561
Economic Development	186,783						186,783
Development Services	674,032						674,032
Engineering	420,592						420,592
Streets	864,408						864,408
Stormwater	301,313						301,313
Buildings and Grounds	374,280						374,280
Municipal Court	124,399						124,399
Finance	625,566						625,566
Communications	300,946						300,946
Prosecuting Attorney	24,940						24,940
Police	4,217,507				5,000		4,222,507
Emergency Management	130,550						130,550
Parks		725,089					725,089
Recreation		537,076					537,076
Centerview		49,255					49,255
Raymore Activity Center		81,172					81,172
Water & Sewer			5,359,919				5,359,919
Miscellaneous						70,500	70,500
Debt Service			153,338	2,271,528		1,271,474	3,696,339
Fees				3,000			3,000
911 Exp/Communications					-		-
Capital Outlay		-			124,775		124,775
Capital Projects	-	7,900	7,500			3,943,200	3,958,600
Transfers Out	100,000		1,534,466		47,000	1,187,035	2,868,501
<b>Total Expenditures</b>	<b>9,827,858</b>	<b>1,400,492</b>	<b>7,055,223</b>	<b>2,274,528</b>	<b>176,775</b>	<b>6,472,209</b>	<b>27,207,084</b>
TTD Expenditures							-
<b>Net Changes in Fund Balance</b>	<b>6,152</b>	<b>700</b>	<b>(53,348)</b>	<b>129,348</b>	<b>272,786</b>	<b>(314,220)</b>	<b>41,418</b>
<b>% of change</b>	<b>0%</b>	<b>0%</b>	<b>3%</b>	<b>-8%</b>	<b>-18%</b>	<b>4%</b>	<b>0%</b>
<i>Less: Restricted Balances</i>	-	-	-			-	-
<i>Less: Reserved Balance 20% of Exp</i>	(1,945,572)	(280,098)	(1,291,045)	-	-	-	(3,516,715)
<b>Available Fund Balance - End of Year</b>	<b>1,235,653</b>	<b>239,763</b>	<b>716,888</b>	<b>1,849,945</b>	<b>1,819,662</b>	<b>7,441,959</b>	<b>13,303,870</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.

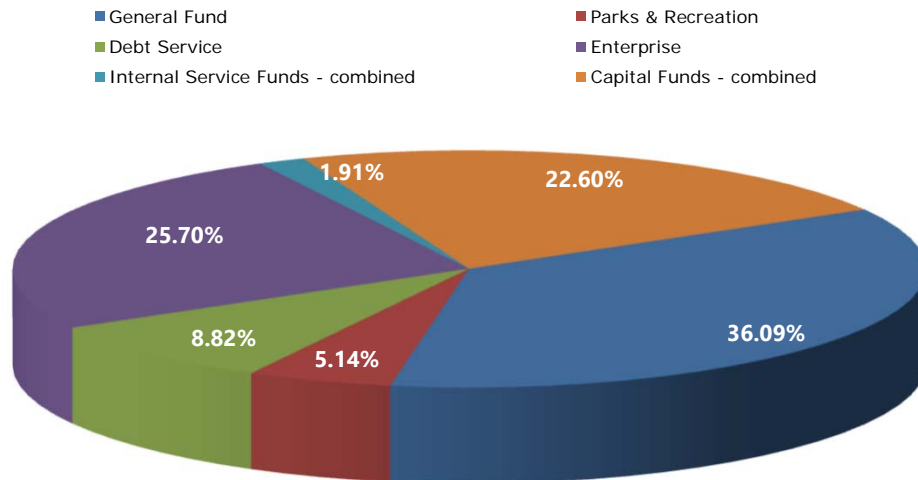
Capital Funds Combined Statement of Changes in Fund Balance (cash basis)

	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>1,180,868</b>	<b>47,466</b>	<b>479,997</b>	<b>353,611</b>	<b>1,036,452</b>	<b>379,121</b>	<b>217,404</b>	<b>83,443</b>	<b>751</b>	<b>1,856,861</b>	<b>1,797,129</b>	<b>323,076</b>	<b>7,756,179</b>
<b>Revenues</b>													
Sales Taxes													
1/2 cent Capital Improvement						1,376,305							1,376,305
Sales Tax (40% of 1/2 cent) *							550,522	550,522					1,101,044
Additional - Council Determined							137,630	137,630					275,261
Transportation Sales Tax			1,376,305										1,376,305
Cass R&B Sales Tax			212,368										212,368
Cass R&B Property Tax			169,204										169,204
Fees and Permits													
Park Fee in Lieu		21,069											21,069
Single Family					256,625								256,625
Tap Fees -Residential										297,875			297,875
Interest	16,473	356	4,565	1,768	5,182	2,085	1,631	3,767	4	13,926	-	1,615	51,373
Refunds & Reimbursements						25,000	277						25,277
Resident Contribution						-							-
Connection Fees-Residential											171,250		171,250
Other Sources / Transfers	100,000		33,000		91,035	-						600,000	824,035
<b>Total Revenues</b>	<b>116,473</b>	<b>21,425</b>	<b>1,795,441</b>	<b>1,768</b>	<b>352,842</b>	<b>1,403,390</b>	<b>690,060</b>	<b>691,919</b>	<b>4</b>	<b>311,801</b>	<b>171,250</b>	<b>601,615</b>	<b>6,157,989</b>
<b>Expenditures</b>													
Debt Service						1,114,660	21,536	-		67,639	67,639		1,271,474
Misc						500	-	-		70,000	-		70,500
<b>Transfers out</b>													
General Fund Transfer			320,000			6,000	295,000						621,000
Misc Stream Clean ups							-						-
T.R.U.E. (Teaching Rivers in an Urban Environment) Blue Education Program							-						-
Park Sales Tax Transfer								350,000					350,000
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>													
Parks Maintenance Facility Door Access System	8,400												8,400
Building Door Access System	36,000												36,000
Municipal Circle Light Replacement	50,000												50,000
City Hall Exterior Repair and Painting	47,000												47,000
Annual Curb Replacement			400,000										400,000
Annual Street Preservation			800,000										800,000
Annual Sidewalk Program			150,000										150,000
Shadowood Settlement Investigation			15,000										15,000
Maintenance of Thoroughfare Routes					200,000								200,000
Police Firing Range						(6,000)							(6,000)
Hawk Ridge Park Security Cameras						31,000							31,000
T.B. Hanna Park Security Camera						15,525							15,525
Projector and Screen Raymore Activity Center						13,200							13,200
Annual Curb Replacement							200,000						200,000
Culvert Replacement							35,000						35,000
Shadowood Sidewalk study							55,000						55,000
Storm/Sanitary Sewer Camera							15,000						15,000
Memorial Park Playground Improvements								48,000					48,000
Recreation Park Ballfield Lights field #1 &2								90,000					90,000
Recreation Pond Rehabilitation								150,000					150,000
Memorial Park Trail Lights								26,000					26,000
Star Drive Water Main									53,000				53,000
Owen Good Force Main Repairs										350,000			350,000
Owen Good Force Main Repairs										500,000			500,000
Inflow and Infiltration Reduction												126,075	126,075
Storm/Sanitary Sewer Camera												350,000	350,000
Hydrant Replacement												18,000	18,000
Star Drive Water Main												55,000	55,000
Hydrant Replacement												112,000	112,000
<b>Total Expenditures</b>	<b>141,400</b>	<b>-</b>	<b>1,801,035</b>	<b>-</b>	<b>200,000</b>	<b>1,274,885</b>	<b>621,536</b>	<b>664,000</b>	<b>-</b>	<b>190,639</b>	<b>917,639</b>	<b>661,075</b>	<b>6,472,209</b>
<b>Net Changes in Fund Balance</b>	<b>(24,927)</b>	<b>21,425</b>	<b>(5,594)</b>	<b>1,768</b>	<b>152,842</b>	<b>128,505</b>	<b>68,524</b>	<b>27,919</b>	<b>4</b>	<b>121,162</b>	<b>(746,389)</b>	<b>(59,460)</b>	<b>(314,220)</b>
<b>Available Fund Balance End of Year</b>	<b>1,155,942</b>	<b>68,891</b>	<b>474,403</b>	<b>355,379</b>	<b>1,189,294</b>	<b>507,626</b>	<b>285,928</b>	<b>111,362</b>	<b>755</b>	<b>1,978,023</b>	<b>1,050,740</b>	<b>263,616</b>	<b>7,441,959</b>

# Combined Revenues by Fund

(Includes interfund transfers and interfund billings)

Summary		
	<u>Budget</u>	<u>% of Budget</u>
General Fund	\$ 9,834,010	36.09%
Parks & Recreation	1,401,192	5.14%
Debt Service	2,403,875	8.82%
Enterprise	7,001,875	25.70%
Internal Service Funds - combined	449,561	1.65%
Capital Funds - combined	6,157,989	22.60%
<b>Total Combined Revenues</b>	<b>\$ 27,248,502</b>	<b>100.00%</b>

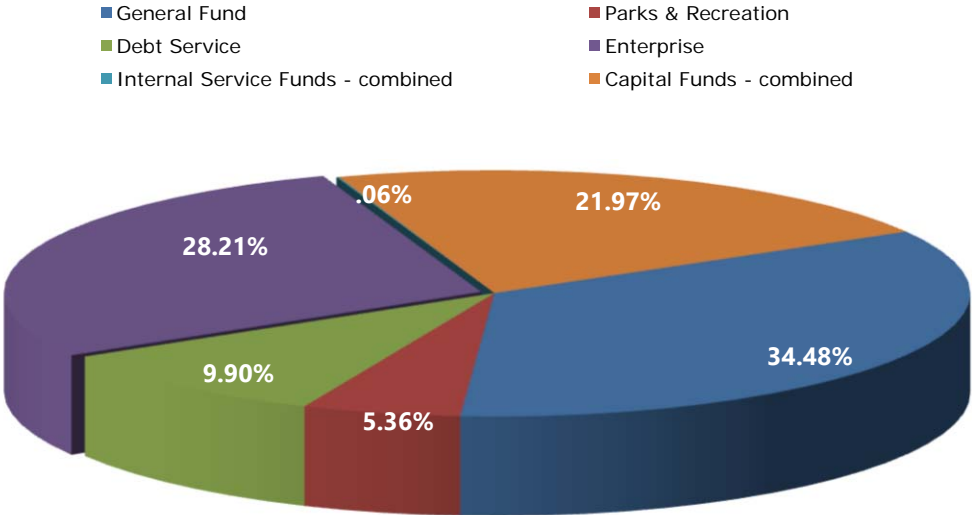




# Combined Revenues by Fund

*(Does not include interfund transfers and interfund billings)*

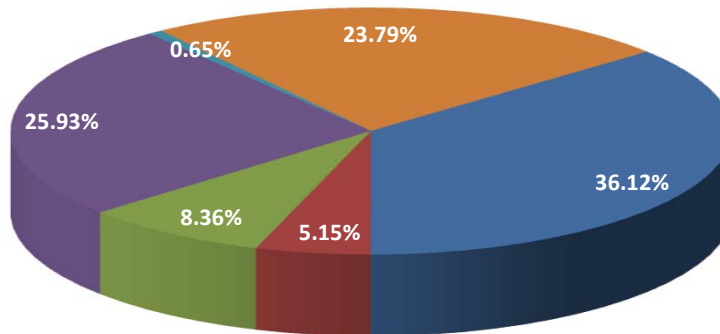
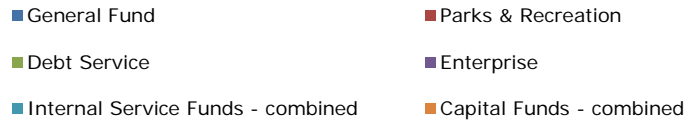
Summary			
		<u>Budget</u>	<u>% of Budget</u>
<b>General Fund</b>	\$	8,369,730	34.48%
<b>Parks &amp; Recreation</b>		1,301,192	5.36%
<b>Debt Service</b>		2,403,875	9.90%
<b>Enterprise</b>		6,848,537	28.21%
<b>Internal Service Funds - combined</b>		19,335	0.08%
<b>Capital Funds - combined</b>		5,333,954	21.97%
<b>Total Combined Revenues</b>	\$	<b>24,276,624</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>	\$ 9,827,858	36.12%
<b>Parks &amp; Recreation</b>	1,400,492	5.15%
<b>Debt Service</b>	2,274,528	8.36%
<b>Enterprise</b>	7,055,223	25.93%
<b>Internal Service Funds - combined</b>	176,775	0.65%
<b>Capital Funds - combined</b>	6,472,209	23.79%
<b>Total Combined Expenditures</b>	<b>\$ 27,207,084</b>	<b>100.00%</b>

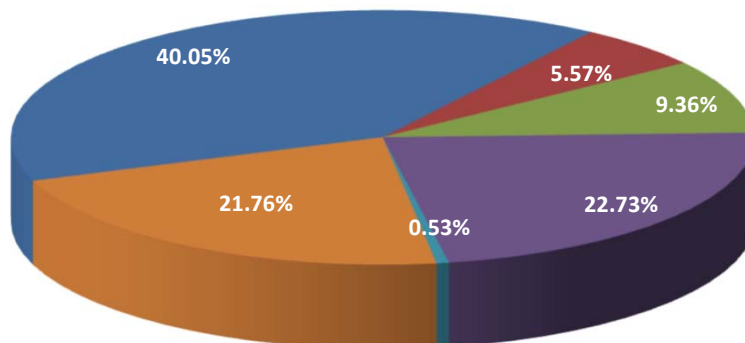


# Combined Expenditures by Fund

(Does not include interfund transfers and interfund billings)

Summary			
		<u>Budget</u>	<u>% of Budget</u>
<b>General Fund</b>	\$	9,727,858	40.05%
<b>Parks &amp; Recreation</b>		1,352,126	5.57%
<b>Debt Service</b>		2,274,528	9.36%
<b>Enterprise</b>		5,520,757	22.73%
<b>Internal Service Funds - combined</b>		129,775	0.53%
<b>Capital Funds - combined</b>		5,285,174	21.76%
<b>Total Combined Expenditures</b>	\$	<b>24,290,217</b>	<b>100.00%</b>

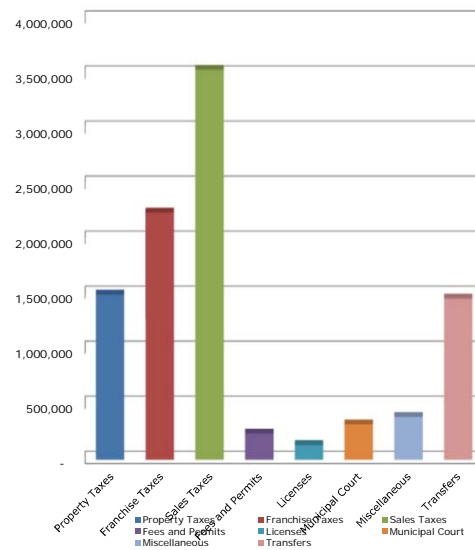
- General Fund
- Parks & Recreation
- Debt Service
- Enterprise
- Internal Service Funds - combined
- Capital Funds - combined



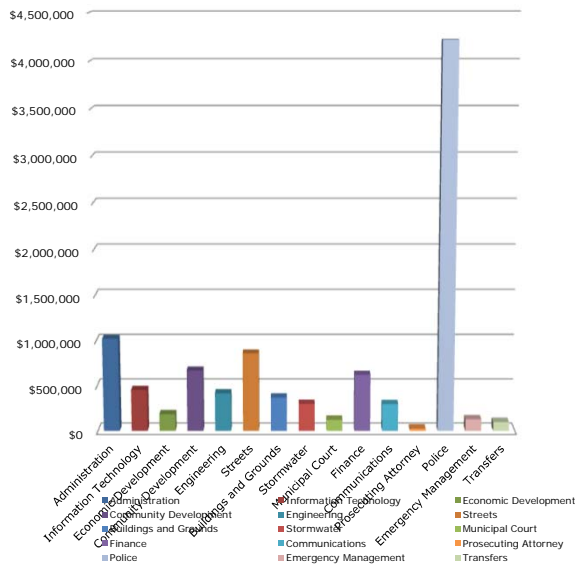
# General Fund Budget Comparison

Revenue Budget Comparison			
	2018	2019	% +/-
Property Taxes	\$1,417,823	1,500,359	5.8%
Franchise Taxes	\$2,251,722	2,245,694	-0.3%
Sales Taxes	\$3,365,620	3,543,609	5.3%
Fees and Permits	\$357,112	237,788	-33.4%
Licenses	\$142,680	133,053	-6.7%
Municipal Court	\$381,957	320,884	-16.0%
Miscellaneous	\$353,455	388,342	9.9%
Transfers	\$1,465,107	1,464,280	-0.1%
<b>Total</b>	<b>\$9,735,476</b>	<b>9,834,010</b>	<b>1.0%</b>

2019 General Fund Revenue By Category



2019 General Fund Expense By Category



Expense Budget Comparison

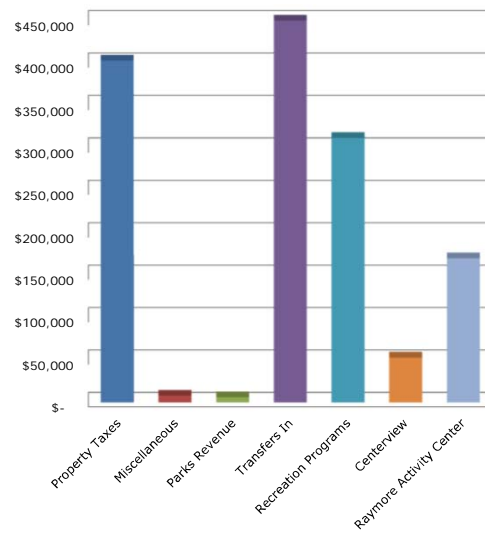
	2018	2019	% +/-
Administration	\$1,003,942	\$1,024,981	2.1%
Information Technology	\$473,750	\$457,561	-3.4%
Economic Development	\$224,235	\$186,783	-16.7%
Community Development	\$707,163	\$674,032	-4.7%
Engineering	\$419,021	\$420,592	0.4%
Streets	\$913,920	\$864,408	-5.4%
Buildings and Grounds	\$311,021	\$374,280	20.3%
Stormwater	\$289,053	\$301,313	4.2%
Municipal Court	\$171,047	\$124,399	-27.3%
Finance	\$636,570	\$625,566	-1.7%
Communications	\$317,768	\$300,946	NA
Prosecuting Attorney	\$20,140	\$24,940	NA
Police	\$4,177,333	\$4,217,507	1.0%
Emergency Management	\$129,581	\$130,550	0.7%
Transfers	\$882,220	\$100,000	-88.7%
<b>Total</b>	<b>\$10,676,764</b>	<b>\$9,827,858</b>	<b>-8.0%</b>

# Park Fund Budget Comparison

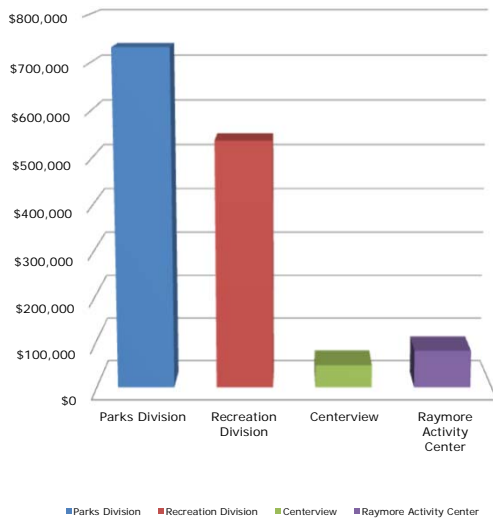
## Revenue Budget Comparison

	2018	2019	% +/-
Property Taxes	\$376,201	\$ 402,780	7.1%
Miscellaneous	\$5,305	\$ 7,967	50.2%
Parks Revenue	\$10,550	\$ 6,080	-42.4%
Transfers In	\$450,000	\$ 450,000	0.0%
Recreation Programs	\$431,025	\$ 311,720	-27.7%
Centerview	\$54,405	\$ 52,805	-2.9%
Raymore Activity Center	\$0	\$ 169,840	NA
<b>Total</b>	<b>\$1,327,486</b>	<b>1,401,192</b>	<b>5.6%</b>

## 2019 Park Fund Revenue By Category



## 2019 Park Fund Expense By Category



■ Property Taxes ■ Miscellaneous ■ Parks Revenue  
 ■ Transfers In ■ Recreation Programs ■ Centerview  
 ■ Raymore Activity Center

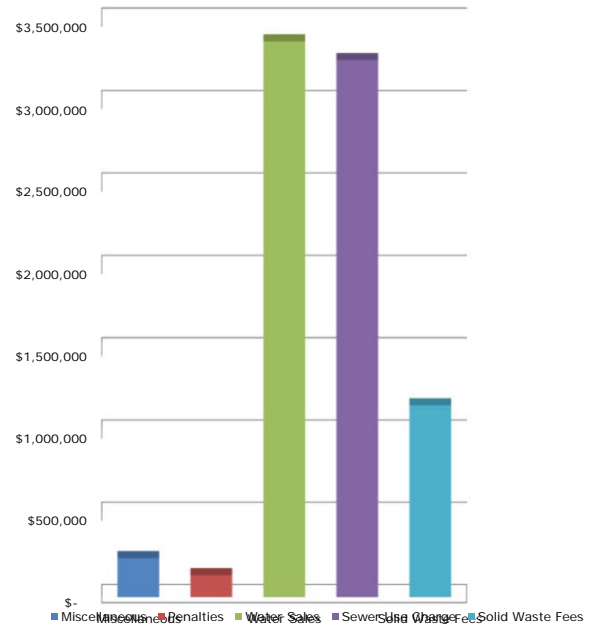
## Expense Budget Comparison

	2018	2019	% +/-
Parks Division	\$760,062	\$732,989	-3.6%
Recreation Division	\$581,732	\$537,076	-7.7%
Centerview	\$54,405	\$49,255	-9.5%
Raymore Activity Center	\$0	\$81,172	NA
<b>Total</b>	<b>\$1,396,199</b>	<b>\$1,400,492</b>	<b>0.3%</b>

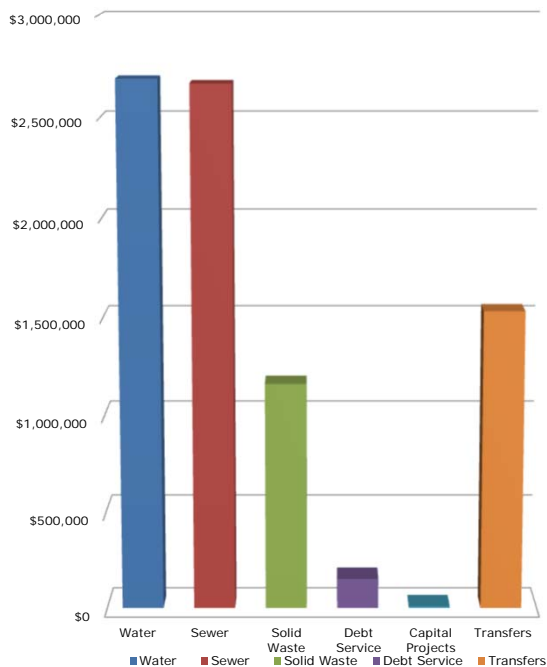
# Enterprise Fund Budget Comparison

Revenue Budget Comparison			
	2018	2019	% +/-
Miscellaneous	\$243,457	\$236,319	-2.9%
Penalties	\$152,924	\$132,302	-13.5%
Water Sales	\$3,245,381	\$3,373,801	4.0%
Sewer Use Charge	\$3,196,357	\$3,259,452	2.0%
Solid Waste Fees	\$1,072,109	\$1,164,598	8.6%
<b>Total</b>	<b>\$7,910,227</b>	<b>\$8,166,473</b>	<b>3.2%</b>

2019 Enterprise Fund Revenue By Category



2019 Enterprise Fund Expense By Category



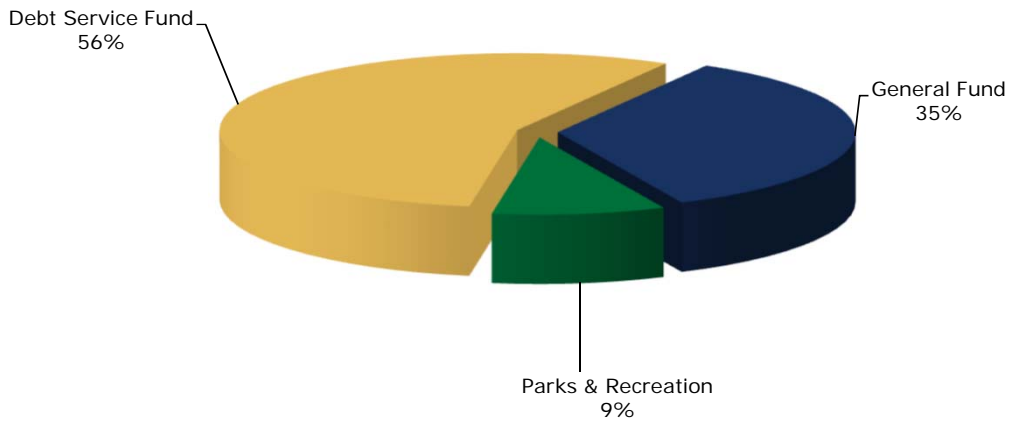
Expense Budget Comparison			
	2018	2019	% +/-
Water	\$2,845,220	\$2,691,528	-5.4%
Sewer	\$2,525,313	\$2,668,391	5.7%
Solid Waste	\$1,072,109	\$1,164,598	8.6%
Debt Service	\$156,213	\$153,338	0.0%
Capital Projects	\$0	\$7,500	0.0%
Transfers	\$1,448,507	\$1,534,466	5.9%
<b>Total</b>	<b>\$8,047,362</b>	<b>\$8,219,821</b>	<b>2.1%</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>	\$ 0.7170
<b>Total Tax Levy</b>	<b><u>\$ 1.2856</u></b>

## 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

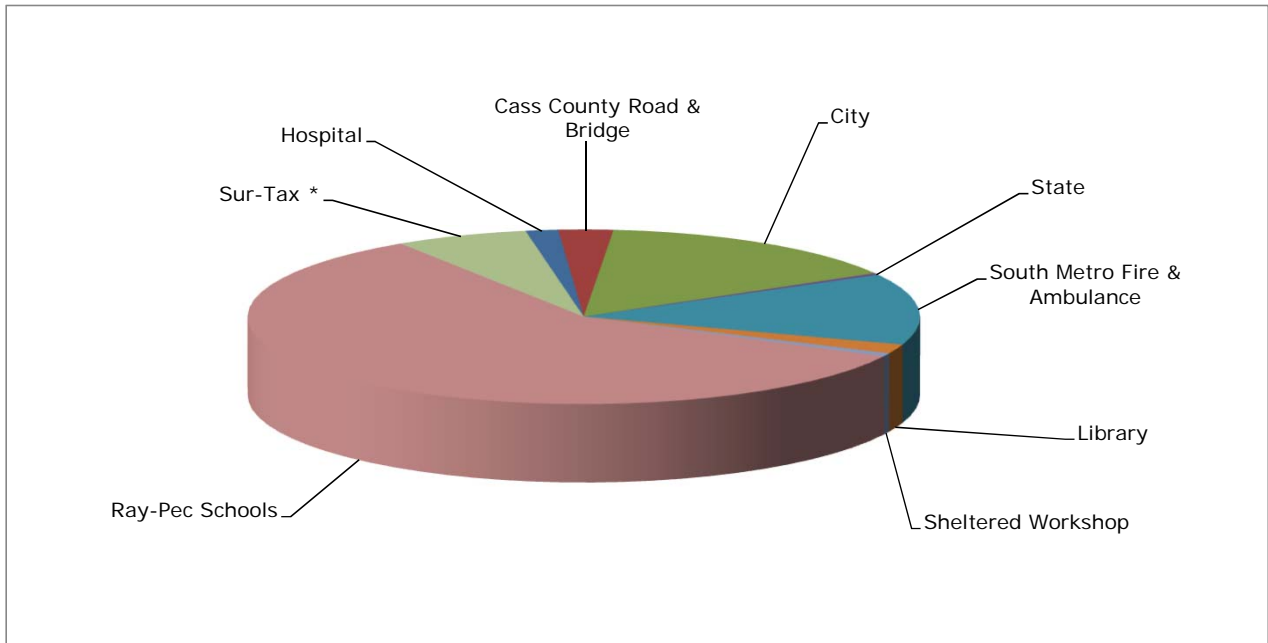
FY 2018-19

\* to be updated once data is available from county

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**



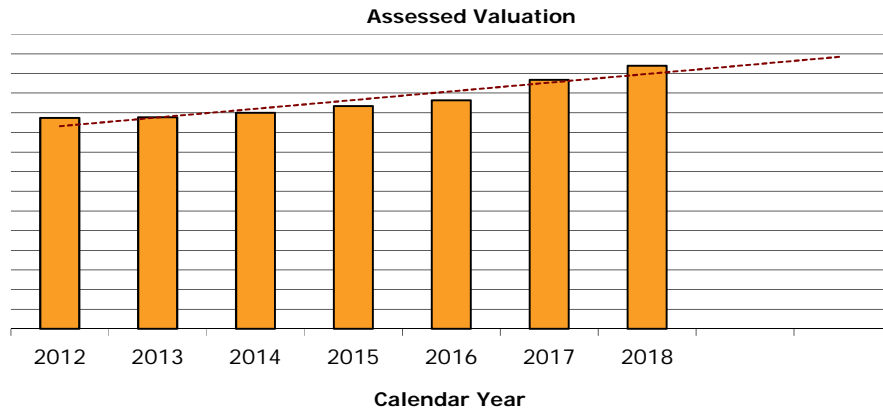
\* Sur-Tax is applied to commercially accessed real estate, then it is redistributed to all the taxing entities entitled to receive, only those in place in 1984.

Also note the above listed property taxes do not include any Community Improvement Districts located within the City.



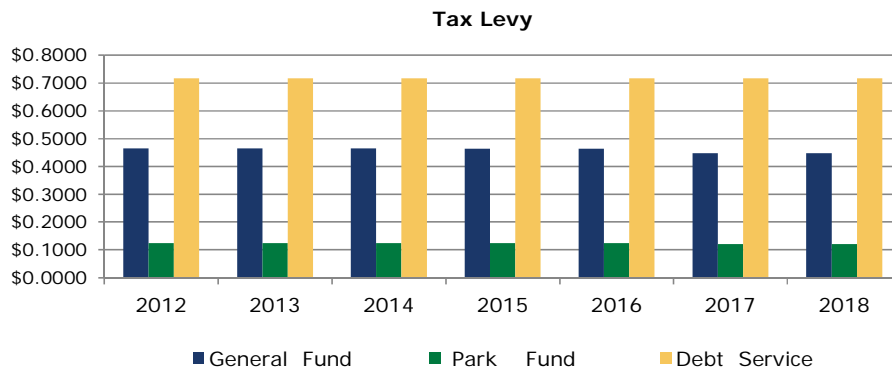
## History of Property Valuation and City Tax Levy

Tax Year	Assessed Valuation	Change from Prior Year
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%
2018	\$334,754,591	5.63%



Tax Year	General Fund	Park Fund	Debt Service	Total Levy
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
2018	\$0.4480	\$0.1206	\$0.7170	\$1.2856

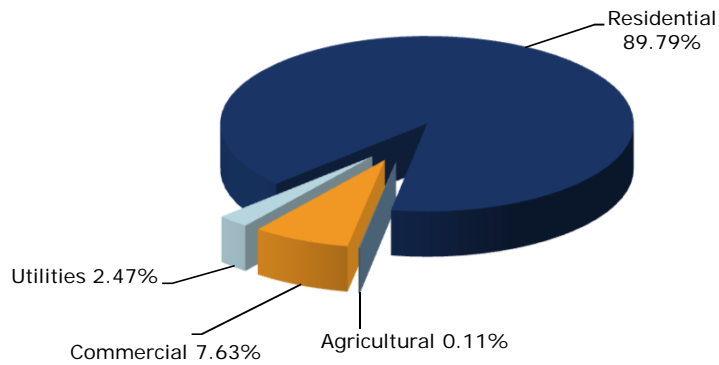
Avg % of total Levy	34.85%	9.38%	55.77%
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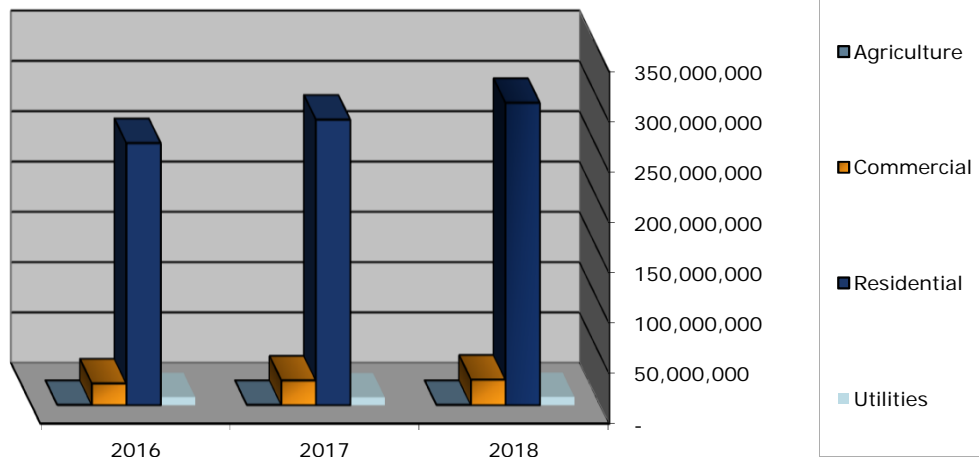
## Property Tax Assessed Valuations By Classification

	2016	2017	2018
Agricultural	366,070	365,110	364,850
Commercial	21,789,220	24,706,570	25,532,520
Utilities	8,126,328	7,809,274	8,276,224
Residential	260,620,836	283,934,315	300,580,997
	290,902,454	316,815,269	334,754,591

### 2018 Assessed Valuations Breakdown



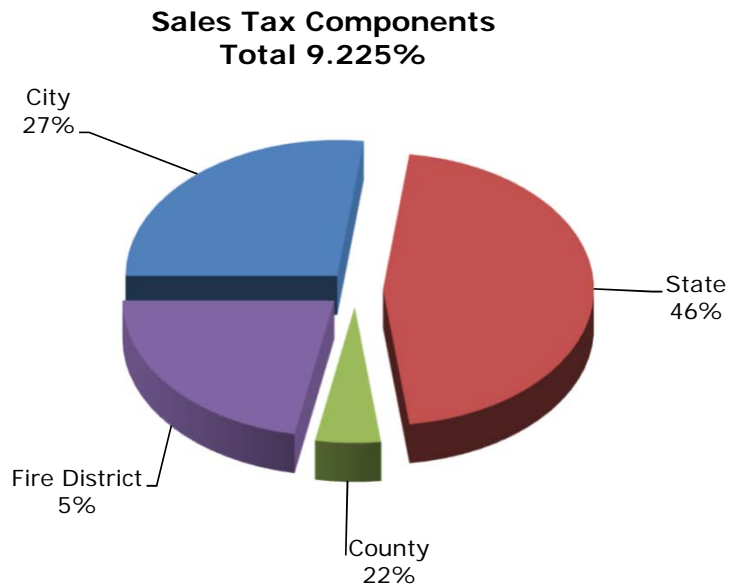
### Three-Year Comparison



# Sales Tax Breakdown

## City of Raymore 2018-19

<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>

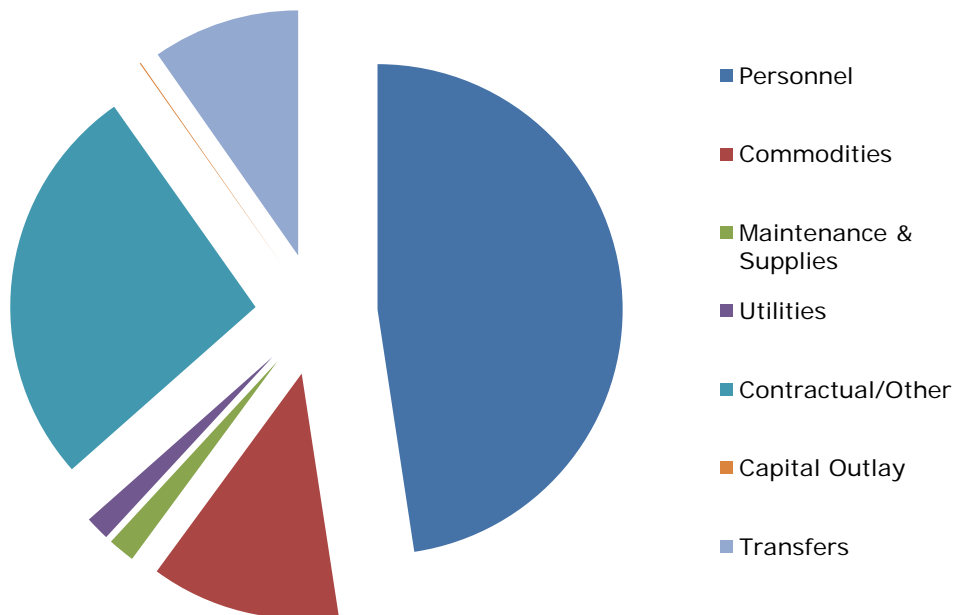


# Combined Expenditures

## Operational Funds by Function

### Summary

	Budget	% of Budget
<b>Personnel</b>	\$ 9,256,192	47.59%
<b>Commodities</b>	2,428,892	12.49%
<b>Maintenance &amp; Supplies</b>	\$ 346,872	1.78%
<b>Utilities</b>	312,737	1.61%
<b>Contractual/Other</b>	\$ 5,201,938	26.75%
<b>Capital Outlay</b>	15,400	0.08%
<b>Transfers</b>	\$ 1,886,140	9.70%
<b>Total Combined Expenditures</b>	<b>\$ 19,448,171</b>	<b>100.00%</b>

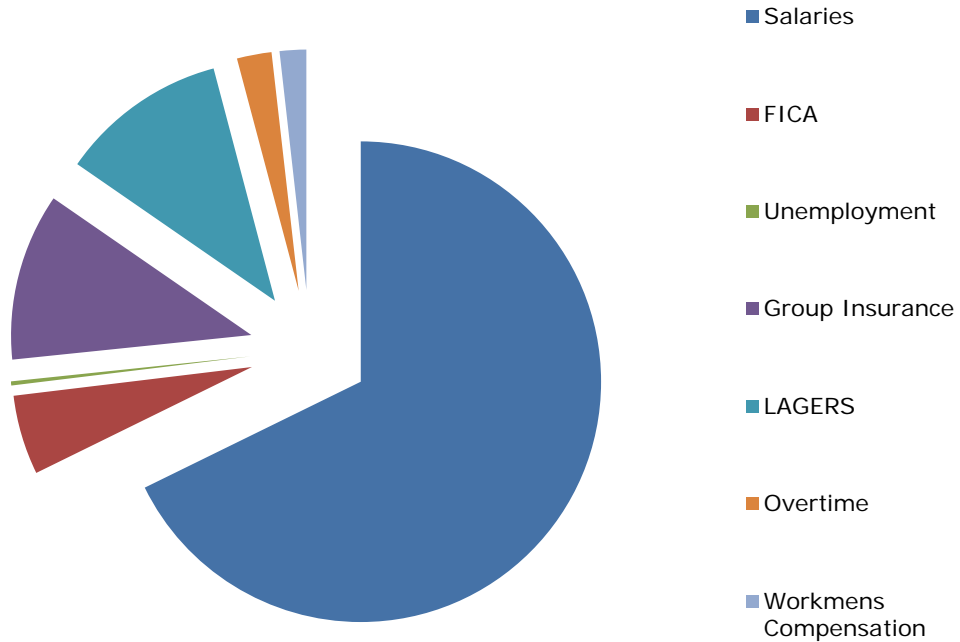


# Personnel Expenditures

## Operational Funds by Type

### Summary

	Budget	% of Budget
<b>Salaries</b>	\$ 6,270,169	67.74%
<b>FICA</b>	494,351	5.34%
<b>Unemployment</b>	\$ 25,729	0.28%
<b>Group Insurance</b>	1,042,125	11.26%
<b>LAGERS</b>	\$ 1,042,401	11.26%
<b>Overtime</b>	215,989	2.33%
<b>Workmens Compensation</b>	\$ 165,427	1.79%
<b>Total Combined Expenditures</b>	<b>\$ 9,256,191</b>	<b>100.00%</b>



# Position Control Roster

By Department and Fund	2016-17 Actual	2017-18 Actual	2018-19 C.M. Proposed	Variance FY19 vs FY18
Administration	6.00	6.00	6.00	-
Information Technology	2.00	2.00	2.00	-
Economic Development	1.00	1.00	1.00	-
Development Services	7.00	7.00	7.00	-
Engineering	3.97	3.97	3.97	-
Streets <sup>1</sup>	3.46	3.61	3.61	-
Stormwater <sup>1,2</sup>	3.25	3.40	3.65	0.25
Building & Grounds <sup>2</sup>	2.15	2.15	2.40	0.25
Court <sup>3</sup>	2.10	2.10	1.60	(0.50)
Finance	5.00	5.00	5.00	-
Communications <sup>1</sup>	2.00	2.00	2.00	-
Prosecuting Attorney	-	-	-	-
Police	43.50	43.50	43.50	-
Emergency Management	1.00	1.00	1.00	-
Total All Positions				
<b>General Fund</b>	<b>82.43</b>	<b>82.73</b>	<b>82.73</b>	<b>-</b>
Parks <sup>2</sup>	5.82	6.07	6.55	0.48
Recreation <sup>2</sup>	3.68	3.93	3.95	0.02
Total All Positions				
<b>Park Fund **</b>	<b>9.50</b>	<b>10.00</b>	<b>10.50</b>	<b>0.50</b>
Water <sup>1</sup>	6.09	6.44	6.44	-
Sewer <sup>1</sup>	6.09	6.44	6.44	-
Total All Positions				
<b>Enterprise Fund</b>	<b>12.18</b>	<b>12.88</b>	<b>12.88</b>	<b>-</b>
<b>Total All Positions</b>	<b>104.11</b>	<b>105.61</b>	<b>106.11</b>	<b>0.50</b>

See department section for full department roster

<sup>1</sup> FY18 Expansion request to add an additional FTE to be split with: Streets (.15), Storm Water (.15), Water (.35), and Sewer (.35)

<sup>2</sup> FY19 FTE was added the opening of Centerview, the Activity Center, and soon Hawk Ridge Park needing to be kept in first class condition along with City Hall, split 0.25 with Buildings & Grounds, 0.25 Stormwater, 0.50 Parks

<sup>3</sup> FY19 During the fiscal year, the full-time position was vacated, reviewed and determined that it should be replaced with a part-time position

# City of Raymore

## Fiscal Year 2018-19 C.M. Proposed Salary Range Chart

Range	Minimum	Midpoint	Maximum		Title
<b>1</b>	<b>\$13.42</b>	<b>\$16.35</b>	<b>\$19.92</b>	<b>Hourly</b>	Office Assistant*** Assistant Building Technician
<b>2</b>	<b>\$14.14</b>	<b>\$17.23</b>	<b>\$20.99</b>	<b>Hourly</b>	Meter Reader
<b>3</b>	<b>\$14.86</b>	<b>\$18.10</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>\$15.58</b>	<b>\$18.98</b>	<b>\$23.13</b>	<b>Hourly</b>	Permit Technician Accounting Technician
<b>5</b>	<b>\$16.30</b>	<b>\$19.86</b>	<b>\$24.20</b>	<b>Hourly</b>	Parks Maintenance Worker II Public Works Maintenance Worker II
<b>6</b>	<b>\$17.03</b>	<b>\$20.75</b>	<b>\$25.28</b>	<b>Hourly</b>	Utility Billing Technician
<b>7</b>	<b>\$17.74</b>	<b>\$21.62</b>	<b>\$26.34</b>	<b>Hourly</b>	Administrative Assistant Animal Control Officer Communications Officer** Property & Evidence Technician
<b>8</b>	<b>\$18.46</b>	<b>\$22.50</b>	<b>\$27.41</b>	<b>Hourly</b>	Code Enforcement Officer Crew Leader, Parks Maintenance Crew Leader, Public Works
<b>9</b>	<b>\$19.18</b>	<b>\$23.37</b>	<b>\$28.48</b>	<b>Hourly</b>	Crew Supervisor Deputy City Clerk
<b>10</b>	<b>\$19.91</b>	<b>\$24.26</b>	<b>\$29.56</b>	<b>Hourly</b>	Payroll & Purchasing Specialist
<b>11</b>	<b>\$20.62</b>	<b>\$25.13</b>	<b>\$31.38</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>\$21.36</b>	<b>\$26.02</b>	<b>\$32.50</b>	<b>Hourly</b>	Police Detective Public Works Field Supervisor Master Police Officer*
<b>13</b>	<b>\$22.09</b>	<b>\$26.91</b>	<b>\$33.61</b>	<b>Hourly</b>	GIS Coordinator Chief Communications Officer
<b>14</b>	<b>\$1,888.71</b>	<b>\$2,301.21</b>	<b>\$2,873.90</b>	<b>Bi-Weekly</b>	City Clerk Emergency Management Director Municipal Court Administrator Communications Specialist Associate Planner
<b>15</b>	<b>\$24.60</b>	<b>\$29.98</b>	<b>\$37.44</b>	<b>Hourly</b>	Police Sergeant *
<b>16</b>	<b>\$2,083.69</b>	<b>\$2,538.78</b>	<b>\$3,170.59</b>	<b>Bi-Weekly</b>	Building Official City Planner
<b>17</b>	<b>\$2,199.18</b>	<b>\$2,679.49</b>	<b>\$3,346.31</b>	<b>Bi-Weekly</b>	Police Lieutenant Superintendent, Parks Operations Recreation Superintendent Assistant Director, Finance
<b>18</b>	<b>\$2,430.07</b>	<b>\$2,960.81</b>	<b>\$3,697.64</b>	<b>Bi-Weekly</b>	Assistant Director, PW - Operations Manager, Human Resources Manager, Information Systems Manager, Communications
<b>19</b>	<b>\$2,545.56</b>	<b>\$3,101.52</b>	<b>\$3,873.37</b>	<b>Bi-Weekly</b>	Assistant Director, PW - Engineering Economic Development Director Police Captain
<b>20</b>	<b>\$2,949.68</b>	<b>\$3,683.75</b>	<b>\$4,600.50</b>	<b>Bi-Weekly</b>	Director, Communications Director, Community Development Director, Finance Director, Parks & Recreation
<b>21</b>	<b>\$3,180.57</b>	<b>\$4,071.40</b>	<b>\$4,960.61</b>	<b>Bi-Weekly</b>	Chief of Police Director, Public Works & Engineering
<b>22</b>	<b>\$3,411.51</b>	<b>\$4,260.50</b>	<b>\$5,320.79</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 2018-19 C.M. Proposed 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	\$13.42	\$13.75	\$14.10	\$14.45	\$14.81	\$15.18	\$15.56	\$15.95	\$16.35	\$16.76	\$17.18	\$17.61	\$18.05	\$18.50	\$18.96	\$19.43	\$19.92		
2	\$14.14	\$14.49	\$14.85	\$15.23	\$15.61	\$16.00	\$16.40	\$16.81	\$17.23	\$17.66	\$18.10	\$18.55	\$19.02	\$19.49	\$19.98	\$20.48	\$20.99		
3	\$14.86	\$15.23	\$15.61	\$16.00	\$16.40	\$16.81	\$17.23	\$17.66	\$18.10	\$18.56	\$19.02	\$19.50	\$19.98	\$20.48	\$21.00	\$21.52	\$22.06		
4	\$15.58	\$15.97	\$16.37	\$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		
5	\$16.30	\$16.71	\$17.13	\$17.55	\$17.99	\$18.44	\$18.90	\$19.38	\$19.86	\$20.36	\$20.87	\$21.39	\$21.92	\$22.47	\$23.03	\$23.61	\$24.20		
6	\$17.03	\$17.46	\$17.89	\$18.34	\$18.80	\$19.27	\$19.75	\$20.25	\$20.75	\$21.27	\$21.80	\$22.35	\$22.91	\$23.48	\$24.07	\$24.67	\$25.28		
7	\$17.74	\$18.19	\$18.64	\$19.11	\$19.58	\$20.07	\$20.58	\$21.09	\$21.62	\$22.16	\$22.71	\$23.28	\$23.86	\$24.46	\$25.07	\$25.70	\$26.34		
8	\$18.46	\$18.92	\$19.40	\$19.88	\$20.38	\$20.89	\$21.41	\$21.95	\$22.50	\$23.06	\$23.63	\$24.22	\$24.83	\$25.45	\$26.09	\$26.74	\$27.41		
9	\$19.18	\$19.66	\$20.15	\$20.66	\$21.17	\$21.70	\$22.25	\$22.80	\$23.37	\$23.96	\$24.56	\$25.17	\$25.80	\$26.44	\$27.11	\$27.78	\$28.48		
10	\$19.91	\$20.41	\$20.92	\$21.45	\$21.98	\$22.53	\$23.09	\$23.67	\$24.26	\$24.87	\$25.49	\$26.13	\$26.78	\$27.45	\$28.14	\$28.84	\$29.56		
11	\$20.62	\$21.14	\$21.67	\$22.21	\$22.77	\$23.34	\$23.92	\$24.52	\$25.13	\$25.76	\$26.40	\$27.06	\$27.74	\$28.43	\$29.14	\$29.87	\$30.62	\$31.38	
12	\$21.36	\$21.89	\$22.44	\$23.00	\$23.57	\$24.16	\$24.77	\$25.39	\$26.02	\$26.67	\$27.34	\$28.02	\$28.72	\$29.44	\$30.17	\$30.93	\$31.70	\$32.50	
13	\$22.09	\$22.64	\$23.20	\$23.78	\$24.38	\$24.99	\$25.61	\$26.25	\$26.91	\$27.58	\$28.27	\$28.98	\$29.70	\$30.45	\$31.21	\$31.99	\$32.79	\$33.61	
14	\$1,888.71	\$1,935.93	\$1,984.33	\$2,033.94	\$2,084.78	\$2,136.90	\$2,190.33	\$2,245.09	\$2,301.21	\$2,358.74	\$2,417.71	\$2,478.15	\$2,540.11	\$2,603.61	\$2,668.70	\$2,735.42	\$2,803.80	\$2,873.90	
15	\$24.60	\$25.22	\$25.85	\$26.50	\$27.16	\$27.84	\$28.53	\$29.25	\$29.98	\$30.73	\$31.49	\$32.28	\$33.09	\$33.92	\$34.76	\$35.63	\$36.52	\$37.44	
16	\$2,083.69	\$2,135.79	\$2,189.18	\$2,243.91	\$2,300.01	\$2,357.51	\$2,416.45	\$2,476.86	\$2,538.78	\$2,602.25	\$2,667.30	\$2,733.99	\$2,802.34	\$2,872.39	\$2,944.20	\$3,017.81	\$3,093.25	\$3,170.59	
17	\$2,199.18	\$2,254.16	\$2,310.51	\$2,368.28	\$2,427.48	\$2,488.17	\$2,550.37	\$2,614.13	\$2,679.49	\$2,746.47	\$2,815.14	\$2,885.51	\$2,957.65	\$3,031.59	\$3,107.38	\$3,185.07	\$3,264.70	\$3,346.31	
18	\$2,430.07	\$2,490.82	\$2,553.09	\$2,616.92	\$2,682.35	\$2,749.40	\$2,818.14	\$2,888.59	\$2,960.81	\$3,034.83	\$3,110.70	\$3,188.47	\$3,268.18	\$3,349.88	\$3,433.63	\$3,519.47	\$3,607.46	\$3,697.64	
19	\$2,545.56	\$2,609.20	\$2,674.43	\$2,741.29	\$2,809.82	\$2,880.07	\$2,952.07	\$3,025.87	\$3,101.52	\$3,179.05	\$3,258.53	\$3,339.99	\$3,423.49	\$3,509.08	\$3,596.81	\$3,686.73	\$3,778.90	\$3,873.37	
20	\$2,949.68	\$3,023.42	\$3,099.01	\$3,176.48	\$3,255.90	\$3,337.29	\$3,420.73	\$3,506.24	\$3,593.90	\$3,683.75	\$3,775.84	\$3,870.24	\$3,966.99	\$4,066.17	\$4,167.82	\$4,272.02	\$4,378.82	\$4,488.29	\$4,600.50
21	\$3,180.57	\$3,260.09	\$3,341.59	\$3,425.13	\$3,510.76	\$3,598.53	\$3,688.49	\$3,780.70	\$3,875.22	\$3,972.10	\$4,071.40	\$4,173.19	\$4,277.52	\$4,384.46	\$4,494.07	\$4,606.42	\$4,721.58	\$4,839.62	\$4,960.61
22	\$3,411.51	\$3,496.79	\$3,584.21	\$3,673.82	\$3,765.66	\$3,859.81	\$3,956.30	\$4,055.21	\$4,156.59	\$4,260.50	\$4,367.02	\$4,476.19	\$4,588.10	\$4,702.80	\$4,820.37	\$4,940.88	\$5,064.40	\$5,191.01	\$5,320.79

**BILL XXXX****ORDINANCE****“AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, APPROVING THE FISCAL YEAR 2019 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, 2018 and ending October 31, 2019, is finally approved, adopted and appropriated by fund and the maximum amounts to be expended are as follows:

	FY 2018-2019
General Fund (01)	
Administration	1,024,981
Information Technology	457,561
Economic Development	186,783
Development Services	674,032
Engineering	420,592
Streets	864,408
Stormwater	301,313
Buildings & Grounds	374,280
Municipal Court	124,399
Finance	625,566
Communications	300,946
Prosecuting Attorney	24,940
Police	4,217,507
Emergency Management	130,550
<b>Total Expenditures</b>	<b>\$9,727,858</b>
Transfer to Park Fund	100,000
<b>Total Transfers</b>	<b>100,000</b>
<b>Total General Fund</b>	<b>\$9,827,858</b>
<b>Park Fund (25)</b>	<b>\$1,400,492</b>
<b>General Obligation Debt (40)</b>	<b>\$2,274,528</b>
<b>Vehicle Replacement (03)</b>	<b>\$124,775</b>
<b>Restricted Revenue (04)</b>	<b>\$52,000</b>
Enterprise Fund (50)	
Water & Sewer Departments	5,367,419
Debt Service	153,338
<b>Total Expenditures</b>	<b>\$5,520,757</b>

Transfer to General Fund	829,280
Transfer to VERP Fund	105,186
Transfer to Ent. Cap Maint Fund	600,000
<b>Total Transfers</b>	<b>\$1,534,466</b>
<b>Total Enterprise Fund</b>	<b>\$7,055,223</b>
Capital Funds (includes projects, debt operating service, and other expenditures)	
05 Building Equipment Replacement	141,400
36 Transportation	1,801,035
37 Excise Tax	200,000
45 Capital Sales Tax	1,274,885
46 Stormwater Sales Tax	621,536
47 Parks Sales Tax	664,000
52 Water Connection	190,639
53 Sewer Connection	917,639
54 Enterprise Capital Maintenance	661,075
<b>Total Capital Funds</b>	<b>\$6,472,209</b>

Section 2. The funds necessary for expenditure in the budget of the City of Raymore for the Fiscal Year beginning November 1, 2018, as summarized in Section 1, are hereby appropriated and set aside for the maintenance and operation of the 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 2018-19 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 8TH DAY OF OCTOBER 2018.**

**BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 22ND DAY OF OCTOBER, 2018 BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Barber  
Councilmember Berendzen  
Councilmember Burke III  
Councilmember Circo  
Councilmember Holman  
Councilmember Kellogg  
Councilmember Townsend

ATTEST:

APPROVE:

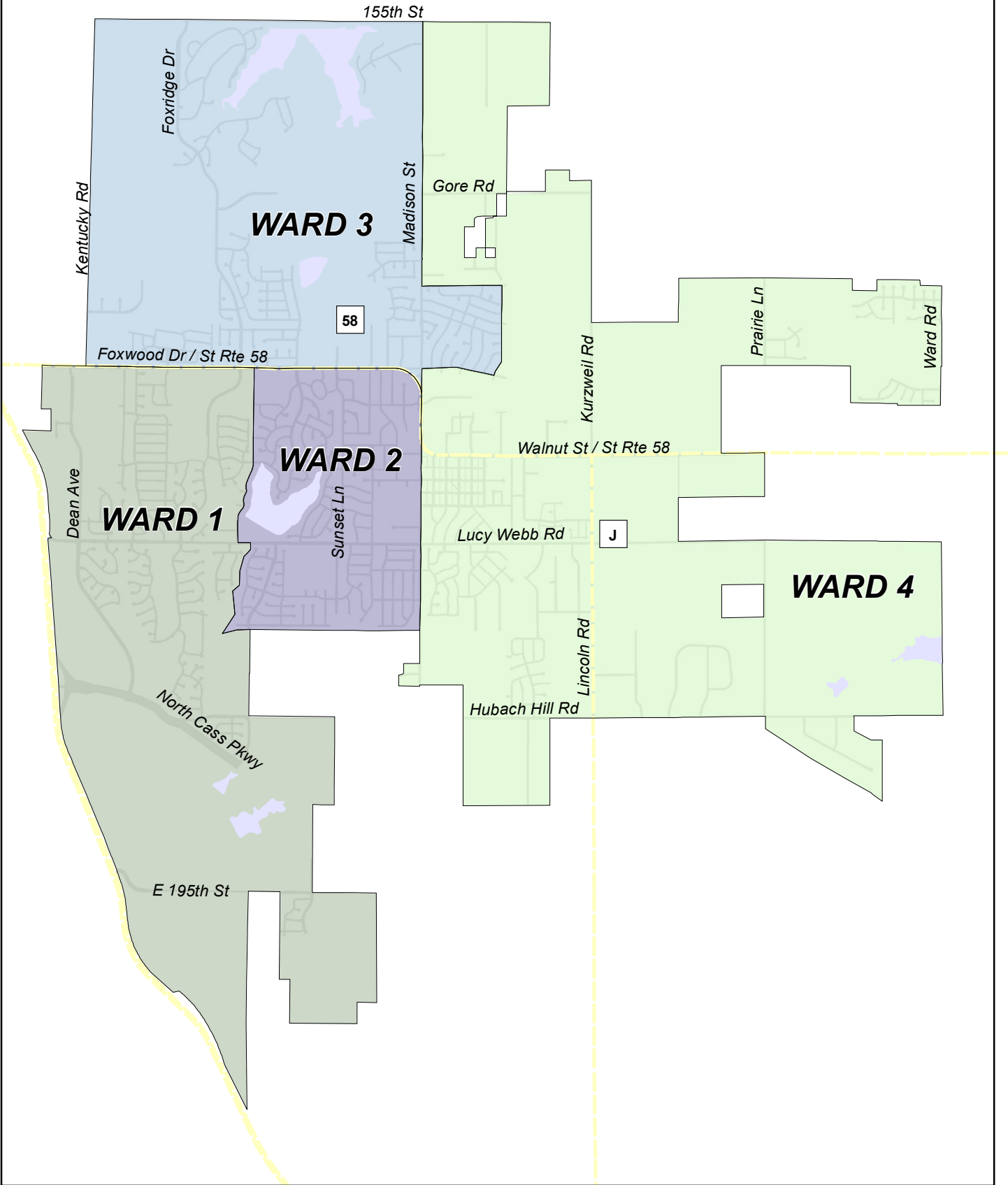
\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Kristofer Turnbow, Mayor

\_\_\_\_\_  
Date of Signature

# Ward Boundary Map

Approved by Bill 2687  
Effective July 25, 2011





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# CITY OF RAYMORE'S STRATEGIC PLAN

In early 2016, the City of Raymore began an in-depth strategic planning process to develop a plan for the City for the next 5-10 years. 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 areas of focus they saw as a priority for Raymore in real time. 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. Not only will this input strengthen the strategic plan itself, along with our bi-annual citizen survey, but it also created community-wide buy-in and a new level of excitement in the process that is necessary to see the plan succeed in future years.

The following report details the goals outlined by residents and is being used as the foundation for the City's new strategic plan, which is still being developed as of the publication of this budget.







# 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 large initial "J" and "F".

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

*Continued on next page.*

# HIGH-PERFORMING ORGANIZATION (CONT.)

## STRATEGIC FOCUS AREA #4 (CONT.)

### GOAL 4.4

#### DEVELOP AND EXECUTE A COMMUNICATIONS PROGRAM FOR THE STRATEGIC PLAN.

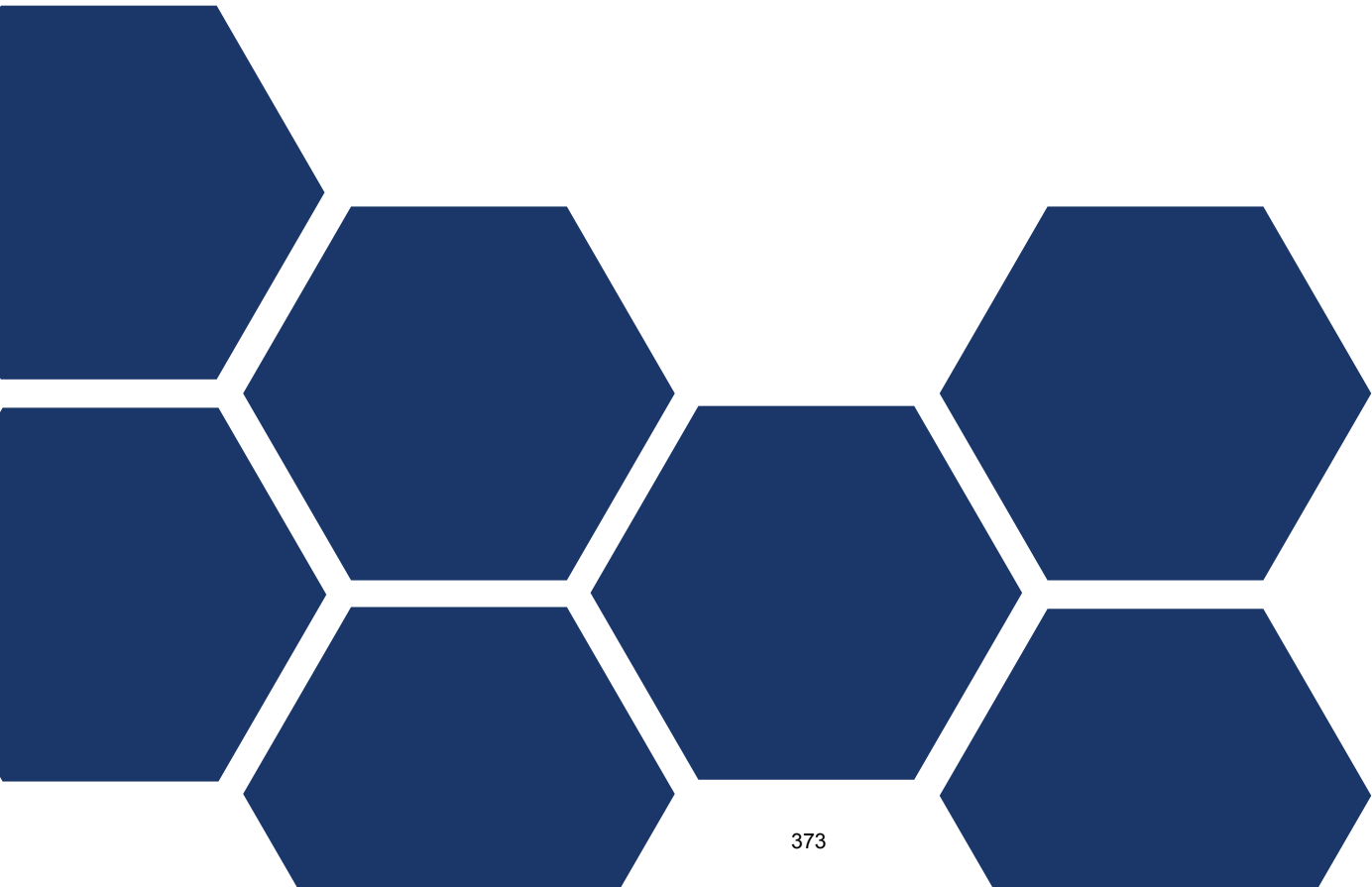
The success of the Reimagine Raymore community conversations - and level of enthusiastic participation in the sessions - came from the fact that residents were able to provide input directly and were given instant feedback on their ideas. For the strategic plan to remain relevant to our residents, it 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



# 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)**

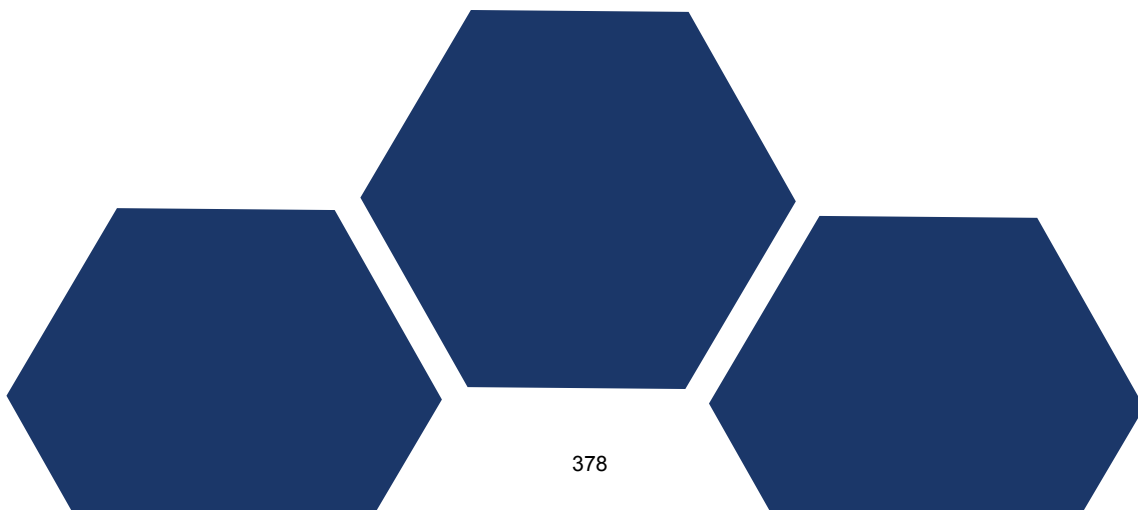
- A Community Improvement District may be either a political subdivision or a not-for-profit corporation. CID's are organized for the purpose of financing a wide range of public-use facilities and establishing and managing policies and public services relative to the needs of the district.

**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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