



City of  
**RAYMORE,  
MISSOURI**



**ADOPTED ANNUAL BUDGET FOR FISCAL YEAR BEGINNING NOV.1, 2016**



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## **CITY LEADERSHIP**

### **Mayor and City Council**

Kristofer P. Turnbow, Mayor

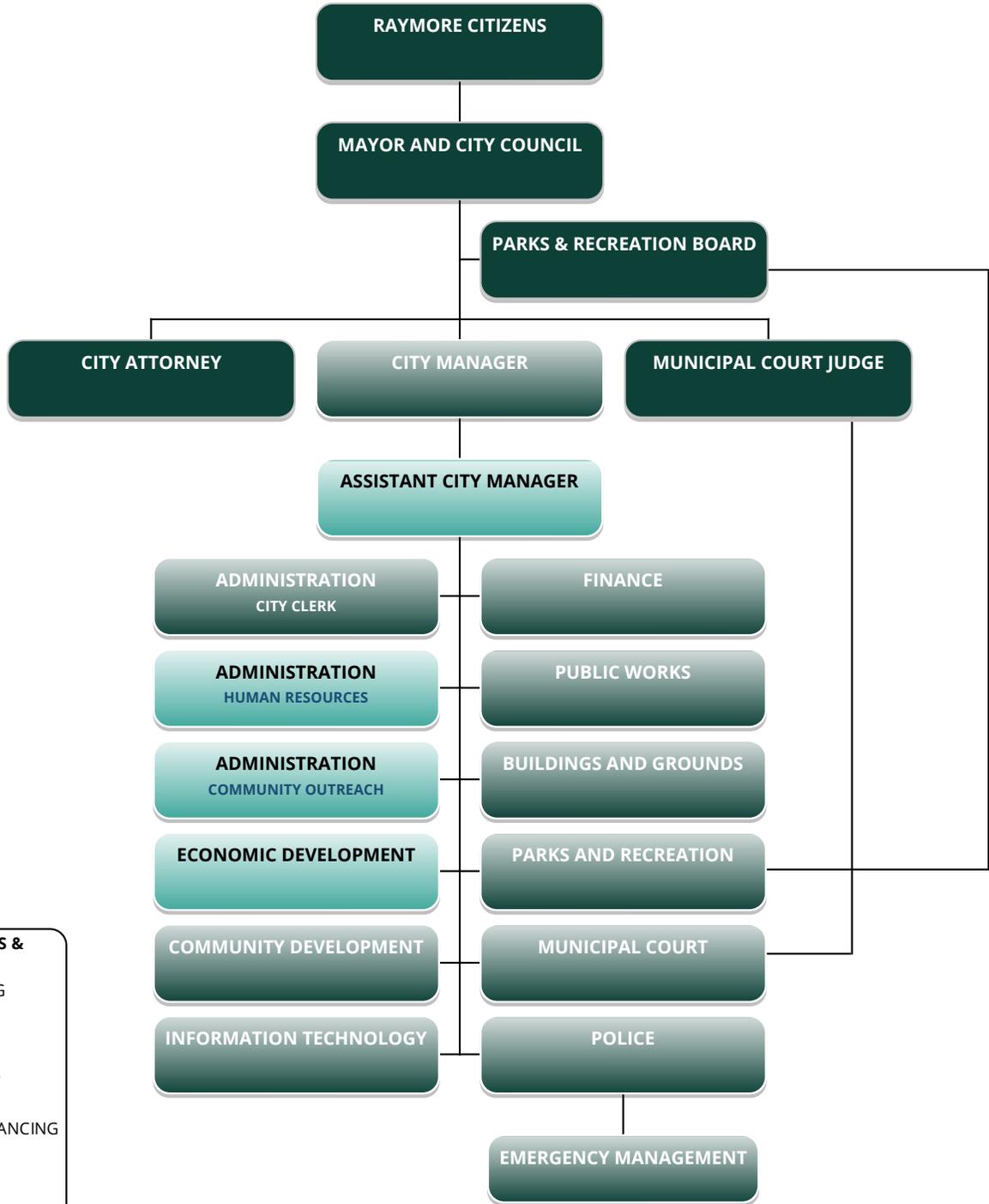
John Seimears	Ward I
Kevin Kellogg	Ward I
Derek Moorhead (Mayor Pro Tem)	Ward II
Joseph Burke III	Ward II
Jay Holman	Ward III
Kevin Barber	Ward III
Sonja Abdelgawad	Ward IV
Charlene Hubach	Ward IV

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

Jim Feuerborn, City Manager

Meredith Hauck	Assistant City Manager
Jan Zimmerman	Chief of Police
Jeanie Woerner	City Clerk
Mike Ekey	Communications Manager
Jim Cadoret	Community Development Director
Matt Tapp	Economic Development Director
Cynthia Watson	Finance Director
Shawn Aulgur	Human Resources Manager
Jim Mayberry	Information Systems Manager
Alberta Talken	Municipal Court Administrator
Nathan Musteen	Parks & Recreation Director
Mike Krass	Public Works Director/City Engineer

# 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

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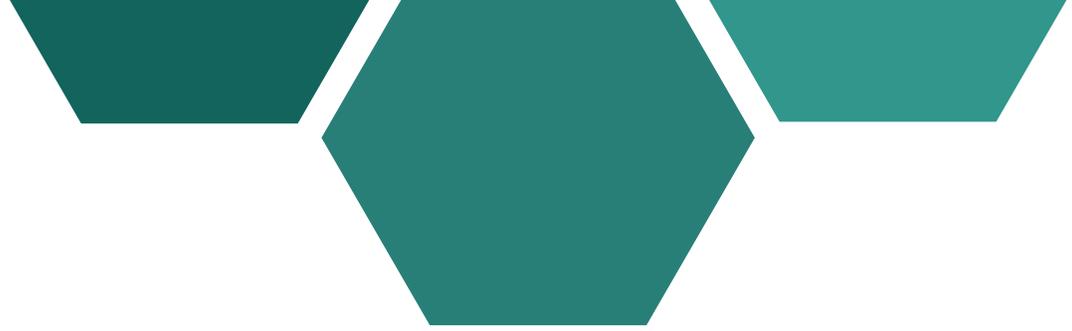
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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Raymore  
Missouri**

For the Fiscal Year Beginning

**November 1, 2015**

*Jeffrey R. Egan*

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, 2015. 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.



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# CITY OF RAYMORE

## HISTORY

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

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

While no Civil War battles were fought in the Raymore area, it was regularly used as camping grounds for both the Kansas Jayhawkers and Quantrell's Raiders. When Gen. Thomas Ewing issued Order No. 11, requiring all non-Unionists to leave Bates, Cass, Jackson and Vernon counties, Raymore became part of the area known as the "Burnt District." After the war, the residents returned to the community, and the surrounding farms and homes were rebuilt.

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.



2016 Raymore United Soccer Club

## GENERAL

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

The City is almost 20 square miles in area and is located approximately 23 miles south of Downtown Kansas City in the west central part of the state. The present estimated population of the City is 20,374.

### 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 Councilmembers 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. The 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. As required by state law, the aggregate City budget may not include any expenditure in excess of anticipated revenues. The City's fiscal year ends on Oct. 31.

City staff consists of approximately 100 full-and part-time employees. None of the City employees are represented by a collective bargaining unit.

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 typical

services such as street maintenance and construction, police protection, code enforcement, engineering and planning, building inspections and parks and recreation programs.

### Transportation and Communication Facilities

The City is located along Interstate 49 and Missouri State Highway 58, served by commercial bus lines and motor freight carriers.

Television and radio stations and tele-cable systems in the Kansas City metropolitan area serve the City. AT&T (Southwestern Bell), Comcast Phone and Birch are the main providers of land-line telephone services. Sprint, Verizon, T-Mobile and AT&T are the major providers of wireless telephone services. The Kansas City Star, published daily, and three weekly news publications provide local newspaper coverage.

## VISION

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

## MISSION

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

## VALUES

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

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

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

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

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

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

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

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

## COMMUNITY

### Police Protection

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

### Fire Protection

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

### Medical and Health Facilities

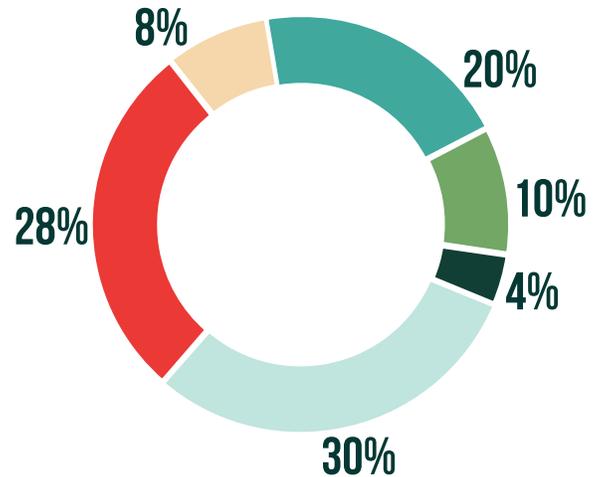
Belton Regional Medical Center is a 71-bed acute care facility offering a full range of inpatient and outpatient services. It was completed in 1984 and is located adjacent to the city limits. In 2011-2012, the hospital underwent a \$39.2 million dollar renovation and expansion project to meet the needs of its growing community. The hospital provides 24-hour emergency care, surgery, internal medicine, pediatrics, intensive care, radiology, laboratory, pharmacy, physical therapy and cardio-pulmonary services. Other facilities within 15 miles of the city include Cass Regional Medical Center, Saint Joseph Health Center, Lee's Summit Hospital, St. Luke's East and Two Rivers Psychiatric Hospital. There are a wide variety of doctors, dentists and specialists available in Kansas City and the surrounding area.

## 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. Raymore is located near 15 of the higher education institutions that exist in the Kansas City Metropolitan area. The City's residents have access to more than 22 colleges and universities, nine community colleges and numerous religious, technical and business schools.

- 38.2% of Raymore residents over the age of 25 have earned at least one college degree.
- 30.1% of Raymore residents have a bachelor's degree or higher. The national average is 29.3%.
- 96.0% of Raymore residents over the age of 25 are high school (or equivalent) graduates. The national average is 86.3%.

**Education Attainment of Raymore Residents**  
Age 25 & Over



## Public Schools

The Raymore-Peculiar School District consists of 10 schools, which had an enrollment for the 2015-2016 school year of approximately 5,927 students. The district is accredited with distinction in performance by the Missouri Dept. of Elementary & Secondary Education and has received consecutive honors as a Blue Ribbon School by Expansion Management magazine. The district encompasses six elementary schools, two 5th and 6th grade intermediate schools, one 7th and 8th middle school, and a two-building high school campus serving grades 9-12.

- Raymore-Peculiar High School (two buildings serving 9-12)
- Raymore-Peculiar Middle School (7-8)
- Bridle Ridge Intermediate (5-6)
- Eagle Glen Intermediate (5-6)
- Creekmoor Elementary (K-4)
- Peculiar Elementary (K-4)
- Shull Elementary (K-4)
- Stonegate Elementary (K-4)
- Raymore Elementary (K-4)
- Timbercreek Elementary (K-4)

## 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, Harvest Night, Veterans Day Observance and the Mayors Christmas Tree Lighting, as well as sporting leagues and instructional programs.

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

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

## Memorial Park - 400 Park Lane

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

Park amenities include:

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

## Recreation Park – 1011 S. Madison

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



Park amenities include:

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

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

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

### **Ward Park Place Park**

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

### **Good Parkway Linear Park**

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

### **Eagle Glen Linear Park**

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

### **Eagle Park**

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

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

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

# ECONOMIC & DEMOGRAPHIC DATA

## COMMERCE AND INDUSTRY

### Major Employers

Employer	Product/Service	Number of Employees
1 Foxwood Springs	Senior Living Care	357
2 Wal-Mart	Retail	340
3 Ray-Pec School District*	Education	324
4 Cosentino's Price Chopper	Grocery Store	173
5 Sam's Club	Wholesale Club	165
6 Rehabilitation Center of Raymore	Medical	120
7 Lowe's	Home Improvement	130
8 City of Raymore	Government	103
9 Golden Corral	Restaurant	51
10 Minsky's	Restaurant	32

Source: Raymore Department of Finance - Contacted businesses for information

\* Raymore-Peculiar School District - Number of employees for the entire district is 838; the number of employees employed within the City of Raymore is 324 - Contacted Human Resources Department for school district.

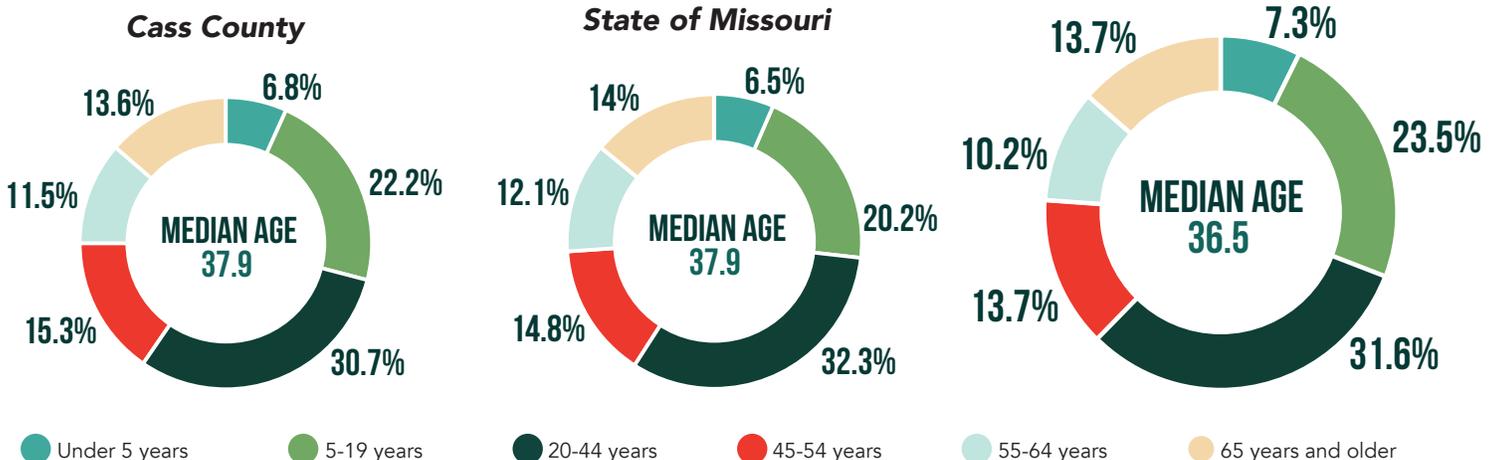
## GENERAL AND DEMOGRAPHIC INFORMATION

### Census Population Data

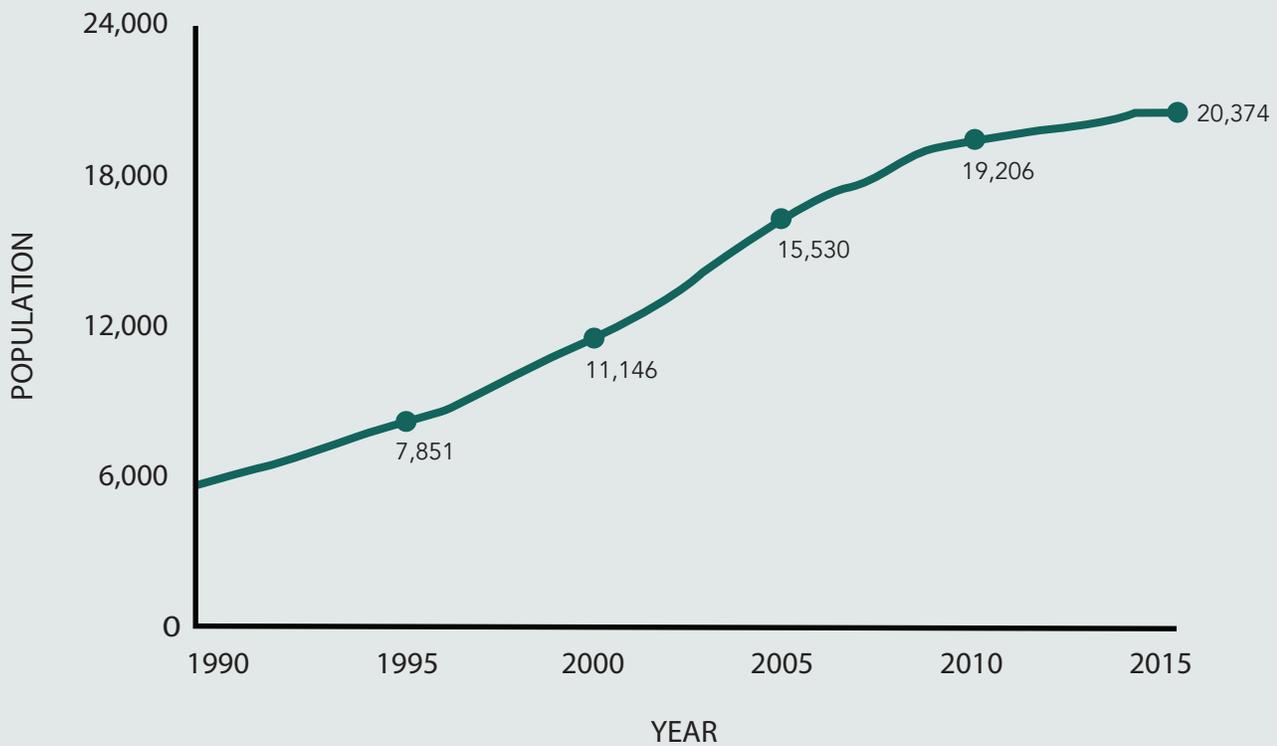
	1970	1980	1990	2000	2010
City of Raymore	587	3154	5592	11,146	19,206
Cass County	39,448	51,029	63,808	82,092	99,478
State of Missouri	4,677,623	4,916,776	5,117,073	5,595,211	5,988,927

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

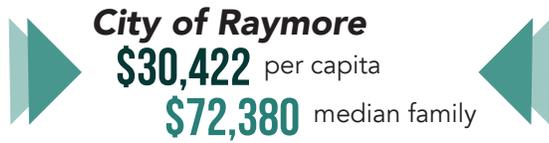
	2013	2014	2015	2016
<b>City of Raymore</b>				
Total Labor Force	10,008	10,564	10,954	11,023*
Unemployed	311	281	430	379
Unemployment Rate	3.1%	2.7%	3.9%	3.4%
<b>Cass County</b>				
Total Labor Force	51,732	54,404	54,463	54,559
Unemployed	2,878	2,597	2,602	2,106
Unemployment Rate	5.6%	4.8%	4.8%	3.9%
<b>State of Missouri</b>				
Total Labor Force	3,047,154	3,019,753	3,113,753	3,141,501
Unemployed	216,773	177,834	155,584	132,550
Unemployment Rate	7.1%	5.9%	5.05	4.2%

Source: Missouri Economic Research & Information Center (MERIC), MO Dept E.D. – Civilian Labor Force Date June 2015 \*The unemployment data for 2016 is as of April 2016.

Note: By federal mandate, official labor force estimates are only made for cities with populations of 25,000 or more. For cities with less than 25,000 people, employment and unemployment must be disaggregated from county-wide employment and unemployment. Prior to 2015, this was calculated using the 2000 census. Starting in 2015, newer disaggregation factors were introduced to better reflect changes in population. In 2015, MERIC restated employment information for Raymore for 2012, 2013 & 2014.

# INCOME STATISTICS

Income Figures per 2013 US Census Quick Facts



## State of Missouri

**\$26,006** per capita  
**\$47,764** median family

## Cass County

**\$28,013** per capita  
**\$61,046** median family

### Median Earnings

Male (full-time)	\$54,219
Female (full-time)	\$46,089

### Employment Status

Population 16+ years	15,034
In labor force	9,875
Civilian Labor Force	9,875
Employed	9,369
Unemployed	506

### Occupation

Management, Professional	3,524
Service Occupations	1,256
Sales and Office Occupations	2,615
Natural Resources, Const. and Maint. Occupations	798
Production, Transp. & Matl Moving Occupations	1,176

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

# HOUSING STRUCTURES

Housing Type	Number of Units	Percent of Units
Single-Family	6,300	80.13%
Duplex	332	4.22%
Multi-Family	1,230	15.65%

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

**City of Raymore** | **\$174,800**  
**State of Missouri** | **\$156,000**  
**Cass County** | **\$136,700**

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

	2011	2012	2013	2014	2015
<b>Residential</b>					
Number of Permits	68	68	110	117	172
Estimated Cost	\$14,615,500	\$16,411,200	\$28,319,200	\$29,746,700	\$38,854,800
<b>Non-Residential</b>					
Number of Permits	8	7	17	17	24
Estimated Cost	\$1,264,900	\$1,268,100	\$14,576,000	\$1,353,300	\$9,157,100

## PROPERTY TAXES

	Major Property Tax Payers	Local Assessed Valuation	% of Total of Top 10 Local Assessed Valuation
1	Sam's Club	\$4,027,210	20.89%
2	Wal-Mart	\$3,096,340	16.06%
3	Launch Properties, LLC (Manor Homes Apts)	\$2,991,270	15.52%
4	Lowes	\$2,354,020	12.21%
5	Raymore Group LLC (Raymore Mkt Ctr)	\$2,221,390	11.52%
6	Foxwood Springs	\$1,339,000	6.95%
7	Laclede Gas Co (Formerly MO Gas Energy)	\$1,088,590	5.65%
8	MBSR Raymore MO LLC (Walgreens)	\$736,010	3.82%
9	Willowwind LLC & Insignia Investment	\$717,540	3.72%
10	East Sunrise Property LLC	\$703,800	3.65%

Source: County Assessor. Assessed valuation includes real estate and personal property.  
(Based upon assessed valuation for 2015)

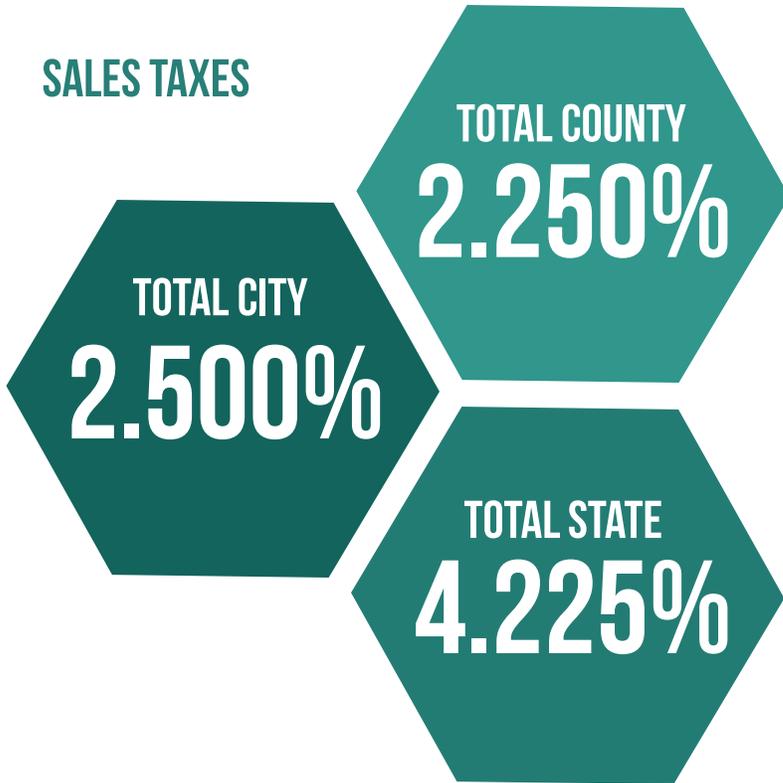
# TAX COLLECTION RECORD

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
2016	1.3057	-	-
2015	1.3057	\$3,700,642	\$3,518,468
2014	1.3068	\$3,592,637	\$3,399,903
2013	1.3068	\$3,520,413	\$3,440,452
2012	1.3068	\$3,511,224	\$3,357,699
2011	1.3068	\$3,421,372	\$3,197,219

\*Based on Cass County February fiscal year end.

## SALES TAXES



## INCENTIVE DISTRICT TAXES

### Community Improvement District

- 58 Highway Regional Market CID adds .5% 9.475%
- Foxwood Village CID adds .75% 9.725%
- Jeter Farm CID adds .5% 9.475%
- Raymore Galleria CID adds 1% 9.975%
- Foxridge CID Property tax only

### 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**

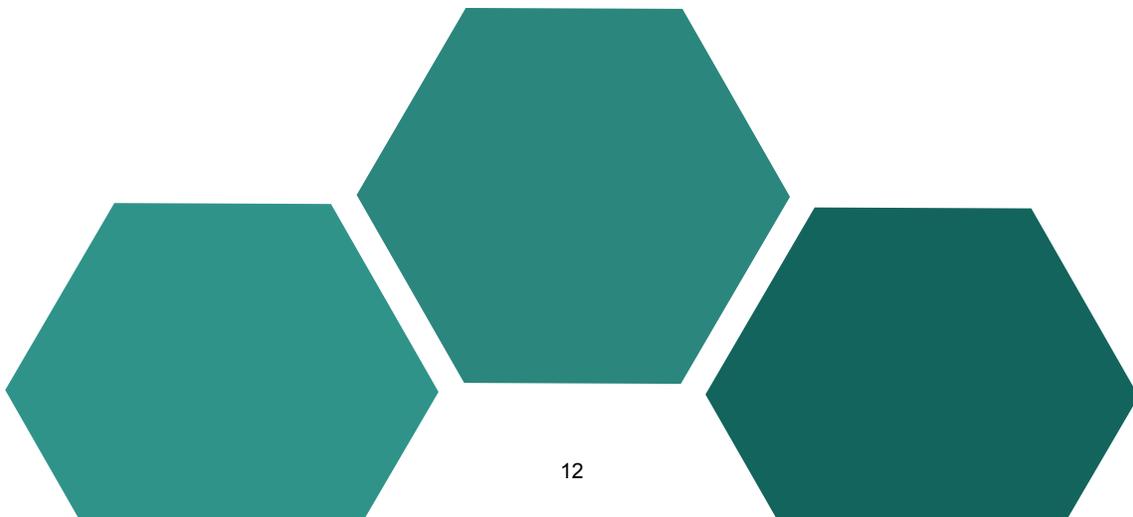
### **Resolution 03-23**

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

Modified Accrual Basis				Accrual Basis	
Governmental Fund Types				Fiduciary Funds*	Proprietary Fund Type
General	Capital Projects	Special Revenue	Debt Service	Trust & Agency	Enterprise
	BERP	Parks and Recreation	General Obligation Bonds	Development Projects	Water/Sewer
Internal Service Fund Type	Park Fee-in-Lieu			Meter Deposit	
VERP	Transportation Sales Tax			Escrow	
Restricted Revenues	Excise Tax				
	Capital Improvement Sales Tax				
	Stormwater Sales Tax				
	Parks Sales Tax				
	Water Connection				
	Sewer Connection				
	Enterprise Capital Maint.				



\* These funds are not included in the FY 2017 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.

Although the City has been following these practice for years, there currently is no formal policy. During 2017 the staff will create and bring forward, to Council, for formal adoption, a comprehensive financial policy to include an in depth long-term financial plan.

## **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

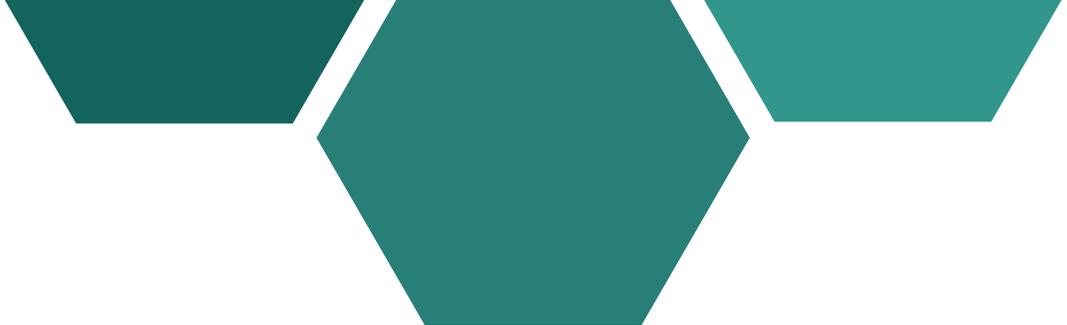
Budget Development	Timeline
Management Team Meets to Discuss Budget/CIP Calendar and Training on Budget Preparation Manual if Necessary	Mar. 1
VERP Adjustments/Confirmations Due	Mar. 25
CIP Committee Meets to Discuss Current/Future Projects Status	Apr. 7
CIP Committee Meets to Create Park Projects/Fund Models	Apr. 8-25
Budget Flow/Design Meeting	Apr. 12
Park Board Work Session - CIP review	Apr. 26
CIP Committee Meets to Create Projects and Discuss Capital Fund Models	May 1-30
Park Board Committee Meeting - CIP review	May 10
Schedule of Fees Adjustments Due	May 13
Water and Sewer Rate Analysis	May 16-20
Equipment Requests Due to Information Technology	May 20
Personnel Requests Due to Human Resources	May 20
Water and Sewer Rate Analysis and Recommendation to Management	May 25
Park Board Meeting and Approval of CIP	May 24
Finalize CIP and Capital Fund Models	Jun. 1-10
FY 2016 End of Year Expenditure Projections Due	Jun. 3
Finance Follow Up with Departments	Jun. 6-24
Department Revenue Projections and Expenditure Requests Due	Jun. 10
Park Board Work Session - Operating Budget Review	Jun. 14
Department Narratives, Org. Charts, and Performance Measures for Budget Due	Jun. 17
Document Creation to Communications Manager	Jun. 17-24
Water and Sewer Rate Presentation to Council	Jun. 6
Water/Sewer Rate Public Hearing Notice to the Paper	Jun. 17
Water/Sewer Rate Public Hearing Notice	Jun. 23
Park Board Meeting and Approval of Operating Budget	Jun. 28

# BUDGET CALENDAR

Budget Development	Timeline
Tax Levy Public Hearing Notice to the Paper	Jul. 15
Department Budget Meetings	Jul. 18-22
Finalize and Adopt	
Schedule of Fees - FY17 (Fees, Water/Sewer Rates, Excise Tax Fee) Public Hearing	Jul. 25
Park Board Meeting - Final Review of Park Budget to go to Council	Jul. 26
City Manager Changes to Communications Manager Due	Aug. 8
Council - Tax Levy Public Hearing and First Reading	Aug. 8
Management Team Budget Meeting - Expansion Item Discussion	Aug. 9
Proposed Budget Document Submitted to Council	Aug. 11
Council - Budget/CIP Worksession	Aug. 15
Council - Tax Levy Second Reading	Aug. 22
Planning and Zoning CIP Worksession and Public Hearing	Sep. 6
Fiscal Year 2017 Budget/CIP Public Hearing Submitted to the Paper	Sep. 16
Council Budget/CIP Worksession (if necessary)	Sep. 19
Council Budget/CIP Worksession (if necessary)	Oct. 3
Council - FY17 Budget/CIP Public Hearing & 1st Reading of Budget/CIP Resolution	Oct. 10
Council - FY17 Budget Second Reading	Oct. 24
Post Adoption	
Adopted Budget Adjustments Finalized	Oct. 28
Post Adoption Memorandums Due	Nov. 4
Adopted Budget Documents to Communications Manager due	Nov. 7
FY17 Adopted Budget Book Submitted to Council	Nov. 28



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City of  
**RAYMORE,  
MISSOURI**

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

**August 15, 2016**

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

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

The Proposed Operating Budget for the Fiscal Year 2017 is hereby submitted for your consideration.

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 includes two prior years actual revenues and expenditures, the FY 2016 budgeted and projected revenues and expenditures, and the FY 2017 projected revenues and proposed expenditures. 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.

Staff has worked diligently to draft a proposed budget that meets the goals expressed by the City Council and the needs expressed and desired by the citizens of Raymore to provide a guideline of targeted government services achieved through better communication and understanding of those goals and needs to save taxpayer money. 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 while at the same time being aware of the overall target spending amount relative to available resources and significant program expenditures necessary or desired to meet goals within those resource amounts. While taking historical context into account, requests were reviewed in line item detail to ensure that requests did not



just 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 funding needs to continue to provide services at the same level as the prior year. Expansion requests represent an increase in service level or provision of a new service or program.

Immediately following this message is a summary that shows how operating funds are spent by service area, regardless of the fund from which they are budgeted.

**Fund Balance Reserve:** City policy requires that each of the City's operating funds carry a restriction of 20% of the proposed fund operating expenditures for application to the next year's fund balance. This is a conservative, prudent policy to deal with any foreseeable emergency and enhance the creditworthiness of the city.

## OPERATING FUNDS AND DEBT SERVICE FUND HIGHLIGHTS:

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

### GENERAL FUND

**Beginning Balance:** A deficit (expenditures over revenues during the fiscal year) of \$180,294 was projected at the end of FY 2015 when the FY 2016 Proposed Budget was submitted last year. The FY 2015 General Fund actually ended having a deficit of \$46,843. It should be noted that this deficit was a controlled draw down on fund balance through budgeted transfers to the Transportation Fund and the Restricted Revenue Fund for specific capital projects. The lower than projected deficit spending amount led to an increase of \$133,451 in actual beginning balance for FY 2016 for a total beginning balance of \$3,537,319.

FY 2016 revenues are projected to come in \$4,518 higher (0.05%) than the FY 2016 budget number. While most revenues are in line with budget expectations, there are items of note:

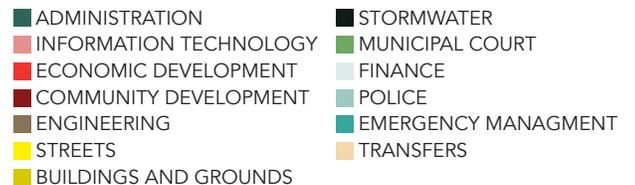
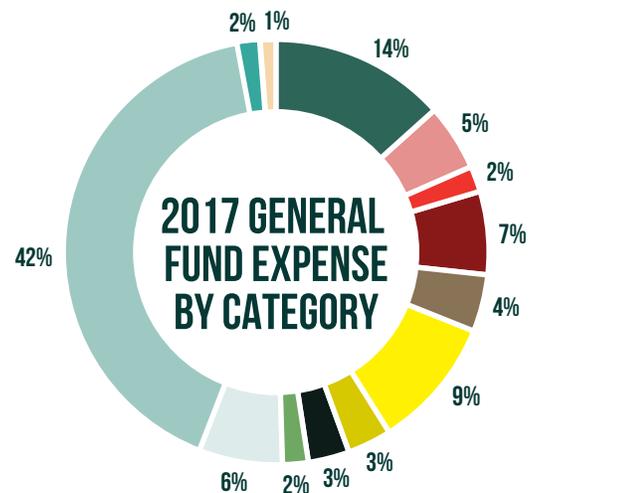
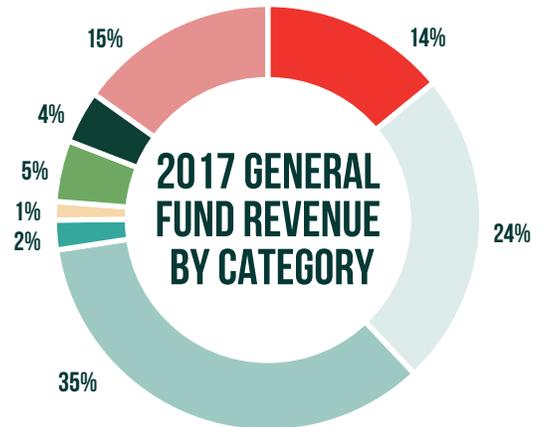
- Franchise Taxes are projected to come in \$137,003 lower (-5.84%) than budgeted. This is primarily attributable to Mo Gas Energy tax coming in 22.56% below budget due to the exceptionally mild winter.
- The Fees and Permits revenue line item is projected to come in substantially higher than budgeted by \$59,144 (+35.93%) due to greater building activity than had been conservatively budgeted for.

Expenditures for FY 2016 are projected to be \$505,745 (-4.78%) below budget. The combination of the FY 2015 lower than projected deficit, projected FY 2016 revenues and FY 2016 expenditures result in a projected unreserved (gross) fund balance at the end of FY 2016 in the amount of \$2,778,018 an amount that is \$643,715 (30.16%) more than budgeted.

**FY 2017 Revenues:** Staff projects total FY 2017 revenues to come in \$229,423 (2.46%) higher than the FY 2016 budget amount and \$224,905 (2.41%) higher than FY 2016 projected receipts.

Some highlights of projected FY 2017 revenues in the General Fund are as follows:

- **Property Tax:** Property tax receipts in FY 2017 are projected to be only \$36,267 higher than received in FY 2016.
- **Franchise Taxes:** Franchise tax receipts for FY 2017 are projected to come in \$69,879 (+3.16%) higher the FY 2016 projected amount. The addition of 100 new residences in FY 2017 is assumed in this projection. The continued decrease in collections in this area is primarily due to decreases in both landline and wireless telephone franchise tax collections. Staff continues to attribute the decrease in revenue from the ever-growing wireless carrier market to the elimination of franchise billing on the data portion of the bills. As in past years the number of landline connections continues to decrease.
- **Sales Tax:** The Sales tax receipts in FY 2017 are projected to be only \$30,323 (+0.93%) higher than the FY 2016 Adopted Budget amount, and \$35,901 (+1.10%) higher than the FY 2016 projected amount. The budget assumes a very modest increase in existing city sales tax from FY 2016 projected and small 2% increase in state vehicle sales tax from the FY 2016 projected





receipts. There is no budgeted revenue for FY 2017 associated with any projected retail sales outlet that is not open as of this writing.

- **Fees and Permits:** Again in FY 2016 substantially more housing starts led to substantially more revenue than staff conservatively budgeted. As previously stated projected revenues for FY 2016 are anticipated to be \$59,144 (+35.93%) higher than the FY 2016 budget. Staff has attempted to conservatively realize the consistent nature of the increase in this revenue source by increasing the projected number of new homes from 95 new home starts to 100 new home starts to budget this revenue in FY 2017. The 100 new home starts being used for budgeting purposes remains below the actual new home starts for the past several years by an average of 30 starts.
- **Municipal Court:** FY2016 Municipal Court revenues are projected to be down from the budgeted amount by \$4,416 (-1.0%). It is difficult to determine at this point the full fiscal impact of Senate Bill 5 on future revenues in this category.
- **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 2017.
- **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 2017 this amount is budgeted at \$253,064.
- **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 2017 it is budgeted to transfer \$771,540. 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 2017, the budget contains a transfer of \$98,100 related to the Street Preservation Program and new construction associated with the 2016 and 2017 General Obligation Bond Issues. The transfer constitutes six percent of the overall cost of included projects, which is the percentage we charge to developers to inspect future City infrastructure they construct to serve their developments. These are all projects that City staff will inspect and administer. Capital projects that do not meet this criterion are not included. It is anticipated that this revenue source will increase in future years as engineering staff takes on more in-house inspection duties of these projects.

## **Compensation - Benefits - Staffing**

- **Compensation:** FY 2016 represented a significant departure from previous years in the methodology of the salary chart and the progression of staff through that chart. The FY 2017 proposed budget includes improving the entire salary chart by the 0.4% consumer price index increase for the last twelve month period and then stepping all employees through the chart at the 2.5% step increment.
- **Health Insurance:** Health insurance benefits costs are budgeted to increase by 11% overall. At this writing final quotes have not yet been received back from BCBS for next year.
- **LAGERS:** For many years, the city has participated in the Local Area Government Employee Retirement System (LAGERS). LAGERS provides a defined retirement benefit payment to our employees. There are a number of plans available through LAGERS, each of which has its own particular formula and conditions for payment of the retirement benefit. The city currently participates in the LAGERS Plan L-7, Non-contributory. (Meaning that our employees do not contribute to the plan and it is entirely funded by the city). The L-7 Plan uses a “multiplier” in the payment formula of 1.5%. In the budget presented, the LAGERS benefit is proposed to move from L-7, non-contributory to L-6, non-contributory. This would increase the multiplier in the payment formula from its current 1.5% to 2.0% for all employees. All other elements of the plan would remain the same. The current adjusted calculated cost to make this change is \$321,844 in the General Fund, \$34,196 in the Park Fund, and \$43,637 in the Enterprise Fund for a total of \$399,677 in all operating funds. For an employee whose final average salary was \$3,000 per month who has given the city 25 years of service, this would mean an increase in their monthly retirement benefit payment from \$1,125 to \$1,500. The yearly savings realized from the transition to City owned street lights is proposed to be used in large part to fund this recommended change.
- **Associate Planner:** The Associate Planner position was eliminated in the FY2010 budget year due to the downturn in development and the need for development planning. As the city embarks on a new Economic Development strategy, a new Strategic Planning model, realizes new development increasing both from internal and external sources, the need for this position to help with the critical role of Community Development returns. The total estimated cost to the General Fund for this proposed position is \$67,244.
- **Police Officer Adjustment:** The Police Officer position for the City of Raymore is currently placed in Range 9 of our salary chart. This budget includes the proposal to move the Police Officer position from Range 9 to Range 11. In her request for this change, Chief Zimmerman states “It is my belief that the basic training, continuing education, strict certification standards, and certainly the responsibilities associated with the position of Police Officer are



more commensurate with the professionals found in Range 11.” I agree with this justification entirely. The total estimated cost to the General Fund for this proposed change (above the increase that would already be in place from movement through the chart at Range 9) is \$29,055.

- **Salary adjustments to bring positions in line following the position salary survey conducted in 2016:**

- Police Lieutenant - This changes the Salary Chart to include only a single Police Lieutenant position, in line with the Police Captain Position. The Police Lieutenant position is currently listed between Support at Range 16 and simply Police Lieutenant at Range 17. This recommended change eliminates the Police Support Position on the Chart and moves the individual to Range 17 Police Lieutenant. Cost - \$871.
- Communications Supervisor - This proposed change moves the Communications Supervisor position in Dispatch from the current Range 10 to Range 13 which is commensurate with all other cities surveyed. Dispatch is one of our most challenging areas to find and keep competent, professional individuals in and serving the city. It is important that we stay competitive to avoid turnover and loss of dollars associated with the extensive training of these persons. Cost - \$1,622.
- Communications Manager - This position was changed last year from the previous years' Community Outreach Coordinator to Communications Manager. The position was placed at Range 13, which was the lowest end of the survey spectrum for Communications Managers. The reasoning for this was to determine the full utilization of the position here in Raymore in light of the change. After a year of being able to evaluate the position and contributions to the plan and direction of the Council and City Manager, it is recommended that the position be moved from Range 13 to Range 18. Cost - \$5,083.
- Range 14 Increase to Account for Exempt Employees - New FLSA guidelines require that exempt employees earn a new minimum salary of \$47,476 annually. This requires an increase to the Range 14 minimum which impacts the entire salary range, steps within that range, and the amount that employees are making in those steps. Cost - \$1,510

- **Other**

- Engineering Intern - The increase in work being done in our Stormwater Department along with the upcoming G.O. Bond Projects and CIP Recommended Projects that involve stormwater intensive activities lead to the recommendation to fund an intern position to assist with these projects. Cost - \$7,197.
- Assistant Finance Director - A review of survey cities found that the position of Assistant Finance Director is more prevalent than the City of Raymore "Accountant" position. This leads to the recommendation to

remove the Accountant Position - Range 12 from the salary chart and establish the Assistant Finance Director - Range 17 position. Cost - \$376.

**Departmental Notes:** Departmental items of particular note are as follows:

- **Administration:** The budget for this department is proposed to increase from the FY 2016 Budget amount of \$1,188,141 to \$1,252,609 an increase of \$64,468. The increase is primarily associated with contracted legal cost.
- **Information Technology Services:** The budget for this department is proposed to increase from the FY 2016 Budget amount of \$453,022 to \$477,777 an increase of \$24,755. This increase is due to increases in personnel costs, increases associated with software maintenance, and the City taking on the some of the costs that were previously paid for out of County 911 funding.
- **Economic Development:** The FY 2017 Budget is proposed to increase from the FY 2016 Budget amount of \$168,420 to \$211,857 an increase of \$43,437 primarily due to the retail strategy services.
- **Community Development:** The FY 2017 Budget is proposed to increase from the FY2016 Budget amount of \$571,753 to \$666,474 an increase of \$94,721. This increase is primarily associated with the addition of the Associate Planner position.
- **Streets:** The FY 2017 Budget is proposed to decrease from the FY 2016 Budget amount of \$1,216,858 to \$863,658 a decrease of \$353,200. This decrease is associated with FY2016 staffing change to go from one Field Supervisor to two Maintenance Worker I positions, and the cost savings associated with the FY 2016 purchase of the streets lights from KCP&L. proposed to decrease \$7,089 from the FY 2016 Budget primarily due to the decrease of the personnel cost associated with staff benefit changes.
- **Buildings and Grounds:** The FY 2017 Budget is proposed to decrease \$4,694 from the FY 2016 Budget primarily due to the decrease of the utility cost associated with the lighting upgrades to LED lights.

The FY 2017 Departmental Budgets for Community Development, Engineering, Municipal Court, Finance and Emergency Management all reflect minor changes or remain essentially the same as the FY 2016 Budgets.

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

**Expansion Items Included:** A summary of General Fund expansion items included in the FY 2017 budget is as follows:

Increase in Range 14	\$1,510
LAGERS	\$321,844
Police Officer Range Change	\$29,055
Associate Planner	\$67,244
Assistant Finance Director	\$376
Communications Manager	\$5,083
Police Lieutenant	\$871
Communications Supervisor	\$1,622
Stormwater Intern	\$7,197
Branding	\$30,000
Pubworks	\$6,567
ED Research Firm	\$50,000
Credit Card Terminals	\$3,245
<b>TOTAL</b>	<b>\$524,614</b>

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

Communications Coordinator	\$5,400
Charter Update Campaign	\$10,000
Electronic Calendar	\$1,300
Utility Trac	\$5,090
MPR Training for IT	\$1,100
Community Development Furniture	\$25,000
<b>TOTAL</b>	<b>\$47,890</b>

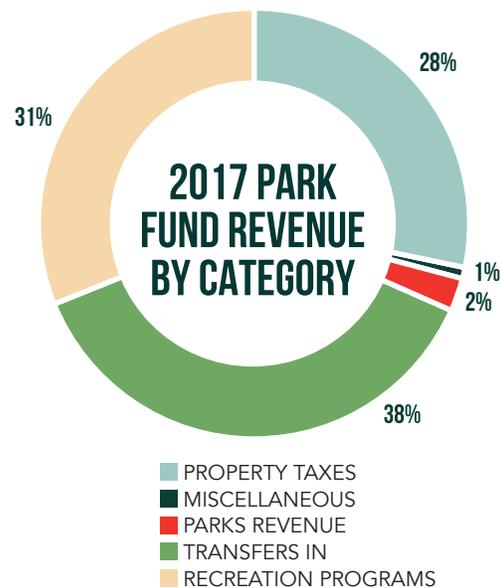
**FY 2017 Ending Fund Balance – Operations:** After all the foregoing, and after reserving an amount equivalent to 20% of operating expenditures (\$1,867,532), as is the City’s policy, a net unrestricted (available) fund balance of \$1,013,483 is projected at the end of FY 2017. This amount is available for additional use should the Council wish.

## PARK FUND

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

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

- Park Levy:** The Park Levy for the next year is \$0.1249 per one hundred dollars of assessed valuation. Of every dollar of property tax paid by Raymore residents and businesses that comes to the City, 9.54 cents (\$0.0954) goes for funding of the City’s Parks & Recreation program. It is currently projected that this levy will generate \$359,378 in FY 2017, or approximately 28% of the total revenue.
- Program Revenue:** Revenues derived from resident participation in programs offered by the Recreation Department and associated concessions account for approximately 31% of all revenue into the Park Fund. In FY 2017, a total of \$395,430 is budgeted.
- 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 2017 it is budgeted to transfer \$375,000 from the Park Sales Tax Fund to the Park Fund. This transfer has been increased to the previously set baseline along with a one-time additional transfer of \$25,000 to help fund an increased recreation program.
- Transfer from General Fund – General Assistance:** As noted above in the discussion of Transfers from the General Fund, it is budgeted in FY 2017 to maintain the transfer to the Park Fund in the amount of \$100,000.



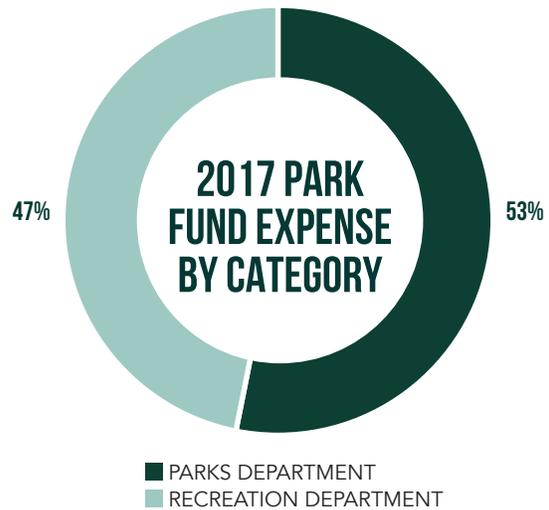
**Expenditures:** Parks and Recreation Expenditures are budgeted to increase from the FY2016 budget amount by \$40,757. This is primarily due to increased personnel and program costs.

**Expansion Items Included:** The Park Fund expansion items included in the FY 2017 budget is as follows:

LAGERS                      \$34,196

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

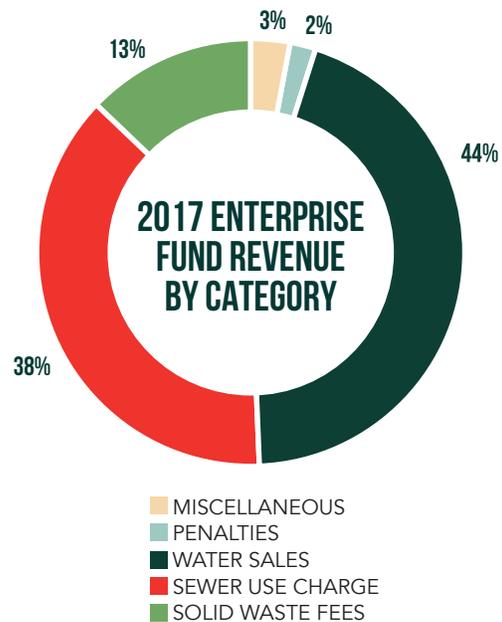
RecTrac Upgrade            \$6,975



## 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 2017 revenues are projected to come in higher than FY 2016 reflecting an increased customer base and updated usage projections that were included in the rate model.
- FY 2017 water and sewer use charges reflect an increase to the City's combined water and sewer rate as approved by the Council earlier this year that will go into effect on November 1, 2017.

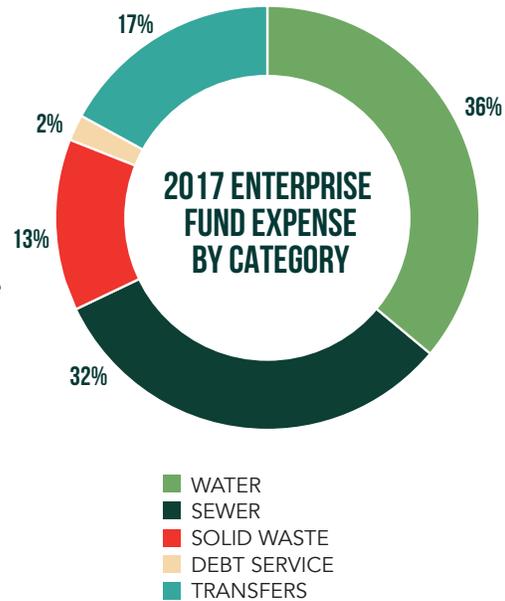


**Expenditures:**

- **Water:**
  - The City's ongoing conversion of its meters from touch-wand to radio-read continues, but utilizing a new Sensus meter and now being

supplemented in the Capital Budget. Approximately 300 will be converted out of this fund in FY 2017, at a budgeted amount of \$84,525.

- The cost to purchase water from Kansas City Water Services (KCWS) is included in this budget. The rate the City pays KCWS for water is scheduled to increase by 5%.
- **Sewer:**
  - The cost of treatment of sewer by the Little Blue Valley Sewer District is included in this budget. The City's rate will increase by 6% next year, resulting in an increase in FY 2017 to \$1,061,464.
  - 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 \$648,000 in FY 2017, with a few additional connections anticipated in the service area.
- **Solid Waste:**
  - Revenues and expenditures for solid waste service are shown in the Enterprise Fund. Revenues are passed on in full to the City's solid waste contractor. In 2014 the City extended its agreement with the contractor through calendar year 2017. Per that agreement, the charge to residents for trash, recycling and yard waste in FY 2017 will be \$11.91 per month, which is the same rate as 2016. This is a rate of \$2.75 per week for each household served. The rate is subject to increases annually as calculated using the Refuse Rate Index (RRI) upon proper notification by the contractor. During 2016 the RRI was not increased for 2017.



**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 2017 is \$771,540.
2. The Enterprise Capital Maintenance Fund was established in FY 2010. The



Fund receives a transfer from the Enterprise Fund to reserve funds to pay for major capital projects that are related to serving existing ratepayers (as opposed to projects related to growth, which are funded from the Water Connection Fee Fund or the Sewer Connection Fee Fund). In FY 2017 the amount for this transfer is \$364,146.

3. The Enterprise Fund makes an annual transfer to the Restricted Revenue Fund of \$100,000 for future litigation cost.

**Expansion Items:** The Enterprise Fund expansion items included in the FY 2017 budget is as follows:

LAGERS	\$43,637
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## 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 2017 total debt service payment is scheduled to be \$1,958,353 with 5 issues outstanding. The total debt of the city is currently \$23,820,000.

## 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 2017. A significant change includes a reduction in contributions due to a complete review of the current asset contribution, replacement values as well as current trade in values being realized by the city.

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

It was budgeted in FY 2013 to spend the entirety of the funds collected from the Cass County 911 tax, which has been discontinued, on replacement of equipment as part of the Police Department renovation that occurred in FY 2013. The renovation came in under budget, leaving a balance of \$93,840 to start FY 2014. It

was budgeted to fund the communication expenses related to 911 out of this fund until all funds have been exhausted. Those expenses will now need to begin being covered by the General Fund beginning in FY 2017.

During the FY 2014 budget process, the City Council reserved \$483,000 from the General Fund Balance into this fund for future costs associated with the pavement management for fiscal years 2017-2019 to be transferred as follows: 2017 - \$150,000; 2018 - \$150,000; 2019 - \$33,000.

## **CAPITAL BUDGET**

The FY 2017 Capital Budget and 2017 – 2021 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 2017 Capital Budget and five-year CIP.

## **ACKNOWLEDGEMENTS**

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, and Assistant City Manager Meredith Hauck for all of her work in overseeing the human resource, compensation, and benefits data and research as well as review of documents and backup information for the major initiatives of this budget. 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,**



**Jim Feuerborn, City Manager**

City of  
**RAYMORE,  
MISSOURI**

100 Municipal Circle • Raymore, Mo.  
(816) 331-0488 • www.raymore.com

**November 1, 2016**  
**City Manager's Post Operating Budget Adoption Memorandum**

During City Council deliberation of the City's Manager's Proposed 2017 Budget, the following changes to the Proposed Budget were introduced and approved as part of the final Fiscal Year 2017 Operating Budget:

**General Fund available fund balance transfers**

1. To Capital Improvement Sales Tax Fund for the relocation and remodeling of a railroad business car - \$301,500
2. To Parks Sales Tax Fund for trail lighting - \$100,000
3. To Parks Sales Tax Fund for concession stand internet connectivity with WiFi - \$18,000
4. To Restricted Revenue Fund Fund for the establishment of an arboretum through the Tree Board - \$10,000

**General Fund expenditure increases**

1. Administration Department expense increase for the Raymore Chamber support - \$4,000
2. Police Department expense increase for the Chaplains program - \$3,000
3. Police Department expense increase for the REGIS agreement - \$3,500
4. Administration Department expense for interpretive signage - \$20,000
5. Police Department expense for replenishment of existing radios to be utilized by CERT - \$2,000
6. Economic Development Department expense increase for marketing - \$5,000
7. Police Department budgeted expense increase for Youth Diversion Program - \$4,000

The summary results of these actions increased budgeted transfers from the General Fund by \$429,500 and budgeted 2017 General Fund expenses by \$41,500. These changes combined with the increase in restricted reserve associated with direct expense increases result in a projected decrease in the available General Fund Balance at the end of the FY 2017 from \$1,013,483 to \$534,183.



**Jim Feuerborn, City Manager**

# Combined Operating Expenditures by Fund

**General Fund:**

Administration	1,276,609
Information Technology	477,777
Economic Development	216,857
Community Development	666,474
Engineering	408,955
Streets	863,658
Stormwater	298,684
Building & Grounds	303,716
Municipal Court	177,363
Finance	593,630
Police	3,961,633
Emergency Management	133,804
Transfer Out	529,500

<b>Total General Fund</b>	<b>9,908,660</b>
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**Parks and Recreation Fund:**

Parks	668,180
Recreation	602,724

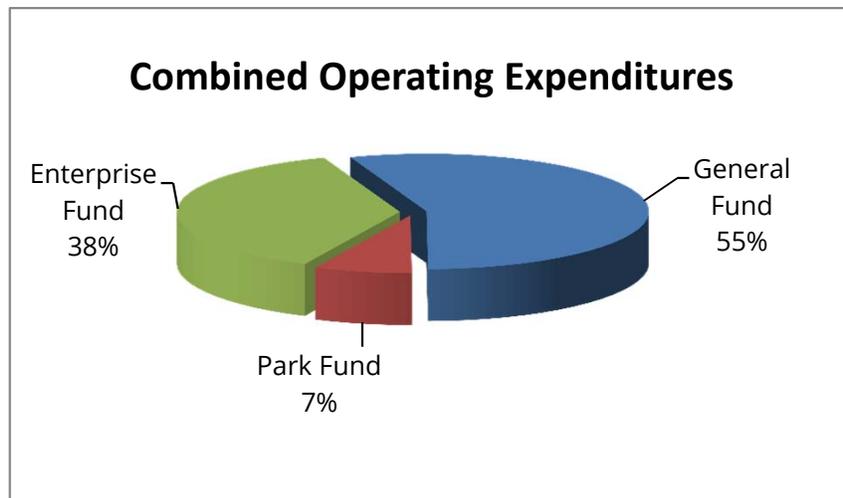
<b>Total Parks and Recreation Fund</b>	<b>1,270,904</b>
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**Enterprise Fund**

Water	2,794,590
Sewer	2,410,005
Debt Service	153,525
Transfer Out	1,334,508

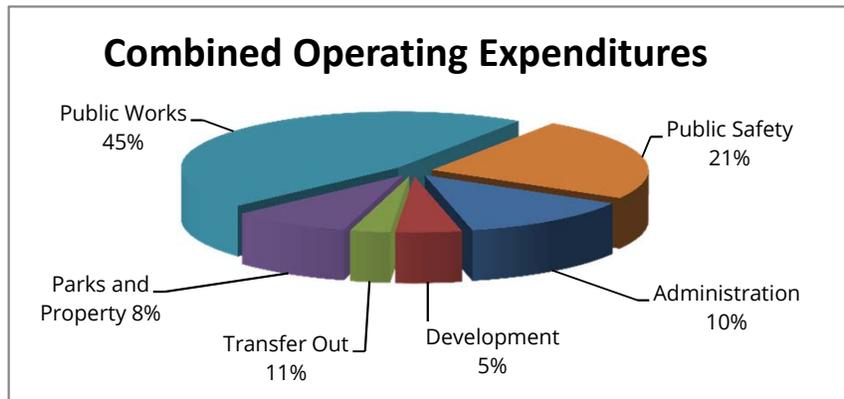
<b>Total Enterprise Fund</b>	<b>6,692,628</b>
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<b>Total Combined Operating Expenditures</b>	<b>\$</b>	<b>17,872,192</b>
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# Combined Operating Expenditures by Service

<b>Administration</b>	
Administration	1,276,609
Information Technology	477,777
Finance	593,630
<b>Total Administration</b>	<b>2,348,016</b>
<b>Development</b>	
Economic Development	216,857
Community Development	666,474
<b>Total Development</b>	<b>883,331</b>
<b>Transfer Out</b>	
Transfer Out	529,500
<b>Total Transfer Out</b>	<b>529,500</b>
<b>Parks and Property</b>	
Parks and Recreation	1,270,904
Building & Grounds	303,716
<b>Total Parks and Property</b>	<b>1,574,620</b>
<b>Public Works</b>	
Engineering	408,955
Streets	863,658
Stormwater	298,684
Water & Sewer	6,692,628
<b>Total Public Works</b>	<b>8,263,925</b>
<b>Public Safety</b>	
Police	3,961,633
Emergency Management	133,804
Municipal Court	177,363
<b>Total Public Safety</b>	<b>4,272,800</b>
<b>Total Combined Operating Expenditures</b>	<b>\$ 17,872,192</b>



**General Fund (01)**

	2013-14 Actual	2014-15 Actual	2015-16 Council Adopted	2015-16 Projected	2016-17 Department Requested	2016-17 C.M. Proposed	2016-17 Council Adopted	2017-18 Forecast	2018-19 Forecast
<b>Fund Balance</b>									
Beginning of Year	3,749,828	3,584,162	3,403,868	3,537,319	2,778,018	2,778,018	2,778,018	2,410,015	2,902,757
<b>Revenue</b>									
Property Taxes	1,237,936	1,269,874	1,306,208	1,308,239	1,344,506	1,344,506	1,344,506	1,376,050	1,408,334
Franchise Taxes	2,353,584	2,331,584	2,345,760	2,208,757	2,278,636	2,278,636	2,278,636	2,243,755	2,209,409
Sales Taxes	3,127,741	3,213,216	3,269,336	3,263,758	3,299,659	3,299,659	3,299,659	3,961,063	4,755,044
Fees & Permits	333,140	330,224	164,627	223,771	212,109	212,109	212,109	184,587	212,109
Licenses	116,977	125,228	123,350	131,567	133,014	133,014	133,014	129,028	133,014
Municipal Court	480,998	403,366	440,900	436,484	438,030	438,030	438,030	482,037	530,465
Miscellaneous	333,623	355,228	309,474	381,599	377,999	377,999	377,999	372,859	367,789
Other Sources & (Uses)									
Transfer from Restricted Revenue Fund	-	-	-	10,000	14,000	14,000	14,000	14,000	14,000
Transfer from Transportation Fund	320,000	320,000	320,000	320,000	320,000	320,000	320,000	320,000	320,000
Transfer from Stormwater S.T.	195,429	230,425	258,115	258,115	253,064	253,064	253,064	263,187	273,714
Transfer from Enterprise Fund	687,527	727,606	756,464	756,464	771,540	771,540	771,540	802,402	834,498
Transfer from Capital Funds	36,808	-	17,000	17,000	98,100	98,100	98,100	98,100	98,100
One-Time revenues									
<b>Total Revenue</b>	<b>9,223,763</b>	<b>9,306,751</b>	<b>9,311,234</b>	<b>9,315,752</b>	<b>9,540,657</b>	<b>9,540,657</b>	<b>9,540,657</b>	<b>10,247,068</b>	<b>11,156,475</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>12,973,591</b>	<b>12,890,913</b>	<b>12,715,102</b>	<b>12,853,071</b>	<b>12,318,675</b>	<b>12,318,675</b>	<b>12,318,675</b>	<b>12,657,083</b>	<b>14,059,232</b>
<b>Expenditures</b>									
Administration	826,830	953,202	1,188,141	1,160,955	1,182,444	1,252,609	1,276,609	1,327,673	1,380,780
Information Technology	375,309	403,255	453,022	435,071	462,001	477,777	477,777	496,888	516,764
Economic Development	213,665	210,921	168,420	159,086	156,404	211,857	216,857	225,531	234,553
Community Development	555,551	534,391	571,753	547,253	574,362	666,474	666,474	693,133	706,996
Engineering	445,508	393,022	389,183	370,897	391,537	408,955	408,955	425,313	442,326
Streets	1,069,504	1,054,660	1,216,858	1,018,240	849,481	863,658	863,658	898,204	934,132
Stormwater	283,317	282,274	282,293	279,441	278,449	298,684	298,684	310,631	323,057
Building & Grounds	219,926	251,047	308,410	290,540	302,797	303,716	303,716	315,865	328,499
Municipal Court	153,062	157,034	167,076	165,695	172,180	177,363	177,363	184,458	191,836
Finance	513,024	533,882	568,599	560,852	572,108	593,630	593,630	617,375	642,070
Police	3,463,413	3,429,120	3,770,192	3,596,491	3,743,344	3,949,133	3,961,633	4,120,098	4,284,902
Emergency Management	70,320	112,686	126,099	119,780	127,939	133,804	133,804	139,156	141,939
	8,189,429	8,315,495	9,210,046	8,704,301	8,813,046	9,337,660	9,379,160	9,754,326	10,127,854
Other		5,099							
Transfer Out to BERP Fund		-	40,000	40,000					
Transfer Out to Park Fund	100,000	100,000	125,000	125,000	100,000	100,000	100,000	100,000	100,000
Transfer Out to Transportation Fund		150,000	418,000	418,000					
Transfer Out to Park Sales Tax Fund			194,000	194,000			118,000		
Transfer Out to Stormwater Sales Tax Fund			57,000	57,000					
Transfer Out to Capital Improvement Fund			536,752	536,752			301,500		
Transfer Out to Restricted Revenue Fund	1,100,000	783,000					10,000		
<b>Total Expenditures</b>	<b>9,389,429</b>	<b>9,353,594</b>	<b>10,580,798</b>	<b>10,075,053</b>	<b>8,913,046</b>	<b>9,437,660</b>	<b>9,908,660</b>	<b>9,754,326</b>	<b>10,127,854</b>
<i>Net Revenue over/under</i>	<i>(165,666)</i>	<i>(46,843)</i>	<i>(1,269,564)</i>	<i>(759,301)</i>	<i>627,611</i>	<i>102,997</i>	<i>(368,003)</i>	<i>492,741</i>	<i>1,028,622</i>
<b>Fund Balance (Gross)</b>	<b>3,584,162</b>	<b>3,537,319</b>	<b>2,134,304</b>	<b>2,778,018</b>	<b>3,405,629</b>	<b>2,881,015</b>	<b>2,410,015</b>	<b>2,902,757</b>	<b>3,931,378</b>
<i>Less: Restricted Balances</i>									
<i>Less: Reserve Balance 20% of Exp</i>	<i>(1,637,886)</i>	<i>(1,663,099)</i>	<i>(1,842,009)</i>	<i>(1,740,860)</i>	<i>(1,762,609)</i>	<i>(1,867,532)</i>	<i>(1,875,832)</i>	<i>(1,950,865)</i>	<i>(2,025,571)</i>
<b>Available Fund Balance-End of Year</b>	<b>1,946,276</b>	<b>1,874,220</b>	<b>292,295</b>	<b>1,037,158</b>	<b>1,643,020</b>	<b>1,013,483</b>	<b>534,183</b>	<b>951,891</b>	<b>1,905,808</b>

Note staff creates a zero balance budget each year. The forecast shown to the right were estimated using the past three years historical growth data as well as any new information utilized to create the FY17 budget. This practice has been utilized internally for the past 7 years.

# Real Estate Property Tax

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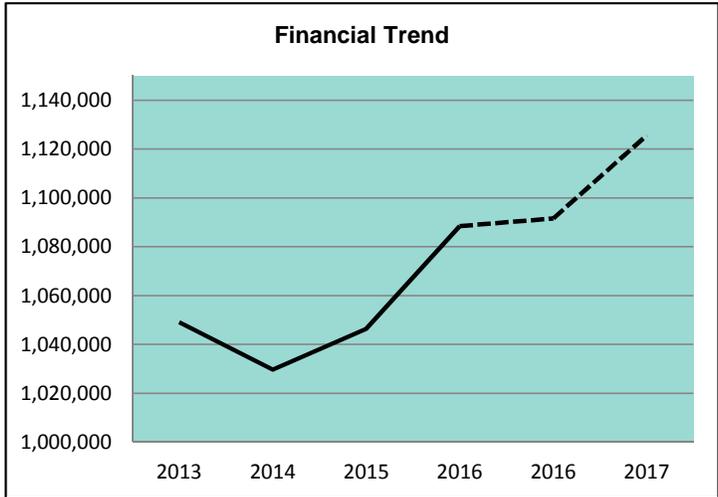
## Revenue Description

**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 FY17 City General Operating levy is 0.4638; the Debt Service levy is 0.7170 and the Parks levy is 0.1249 with real estate assessed valuation at \$247,157,220 compared to \$240,176,433 last year. The collection rate is estimated at 98%.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	799,314	9.67%
2008 Actual	892,692	11.68%
2009 Actual	959,962	7.54%
2010 Actual	985,240	2.63%
2011 Actual	1,018,838	3.41%
2012 Actual	1,022,402	0.35%
2013 Actual	1,049,059	2.61%
2014 Actual	1,029,637	-1.85%
2015 Actual	1,046,297	1.62%
2016 Budget	1,088,468	4.03%
2016 Projected	1,091,572	0.29%
2017 CM Proposed	1,125,569	3.11%



# Personal Property Tax

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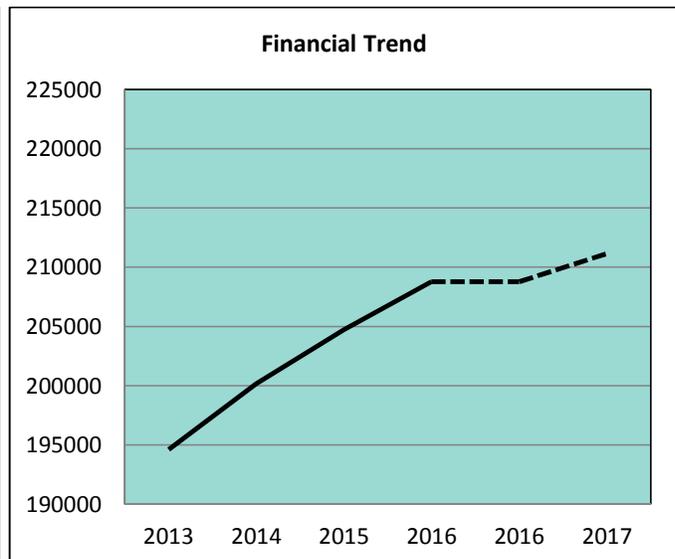
## Revenue Description

**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 FY17 City General Operating levy is 0.4638; the Debt Service levy is 0.7170 and the Parks levy is 0.1249 with personal property assessed valuation at \$43,745,234 compared to \$43,245,606 last year. The collection rate is estimated at 98%.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	163,915	12.86%
2008 Actual	170,534	4.04%
2009 Actual	180,031	5.57%
2010 Actual	171,219	-4.89%
2011 Actual	168,032	-1.86%
2012 Actual	181,300	7.90%
2013 Actual	194,583	7.33%
2014 Actual	200,155	2.86%
2015 Actual	204,725	2.28%
2016 Budget	208,785	1.98%
2016 Projected	208,785	0.00%
2017 CM Proposed	211,137	1.13%



# Penalties

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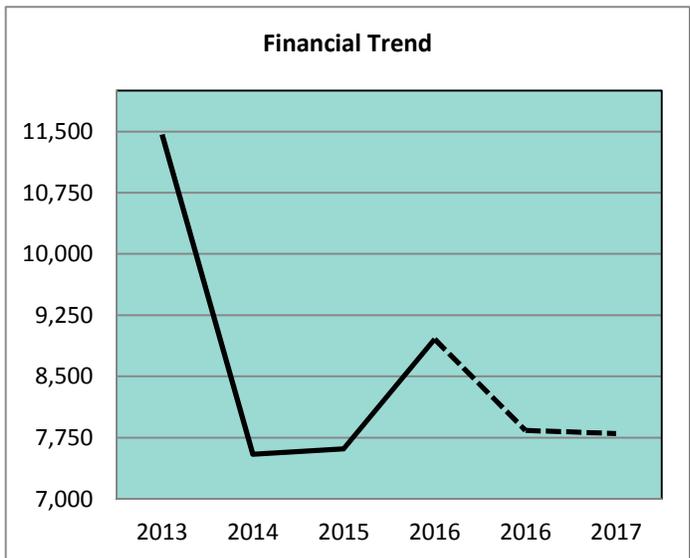
## Revenue Description

**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 FY17 revenue is estimated based on historical data trends.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	10,605	32.17%
2008 Actual	9,301	-12.29%
2009 Actual	11,627	25.00%
2010 Actual	10,732	-7.70%
2011 Actual	10,418	-2.93%
2012 Actual	9,906	-4.91%
2013 Actual	11,463	15.72%
2014 Actual	7,546	-34.18%
2015 Actual	7,612	0.88%
2016 Budget	8,956	17.66%
2016 Projected	7,840	-12.47%
2017 CM Proposed	7,800	-0.50%



# Motor Vehicle License Tax

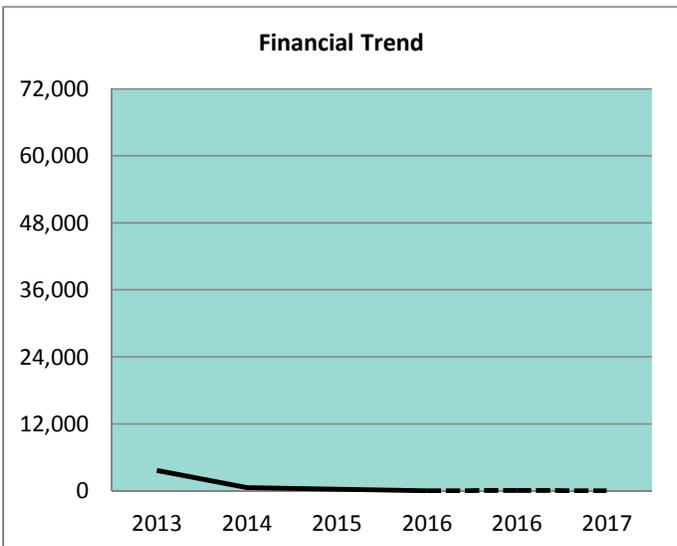
<b>General Ledger Codes:</b>  <b>01-00-4045-0000</b>	<b><u>Legal Authority:</u></b>  <b>Municipal Charter: Article XI; Section 11.8</b> <b>State Statute: Chapter 137 RSMo.</b> <b>State Statute: Section 301.340 RSMo.</b> <b>Missouri State Constitution: Article X</b>
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## 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
2007 Actual	55,280	7.40%
2008 Actual	57,232	3.53%
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 Budget	0	N/A
2016 Projected	43	N/A
2017 CM Proposed	0	N/A



# Land-Line Telecom Franchise Tax

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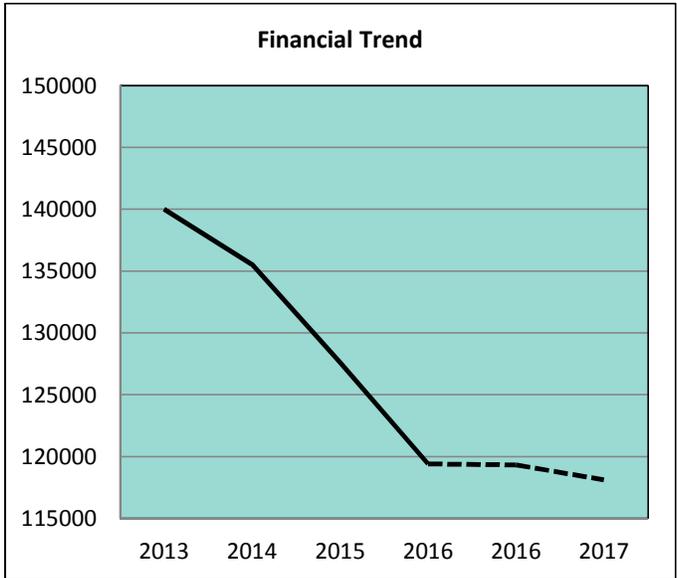
## Revenue Description

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 FY16 revenue based on current receipts and analysis of the last three years. Staff projects FY17 revenues to decrease by 1% from the FY16 projections. The revenue in this line item is expected to decline over the years as customers discontinue land line service.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	153,125	10.74%
2008 Actual	151,561	-1.02%
2009 Actual	386,080	154.74%
2010 Actual	162,820	-57.83%
2011 Actual	162,589	-0.14%
2012 Actual	148,509	-8.66%
2013 Actual	140,004	-5.73%
2014 Actual	135,524	-3.20%
2015 Actual	127,575	-5.86%
2016 Budget	119,399	-6.41%
2016 Projected	119,321	-0.07%
2017 CM Proposed	118,128	-1.00%



# KCP&L Franchise Tax

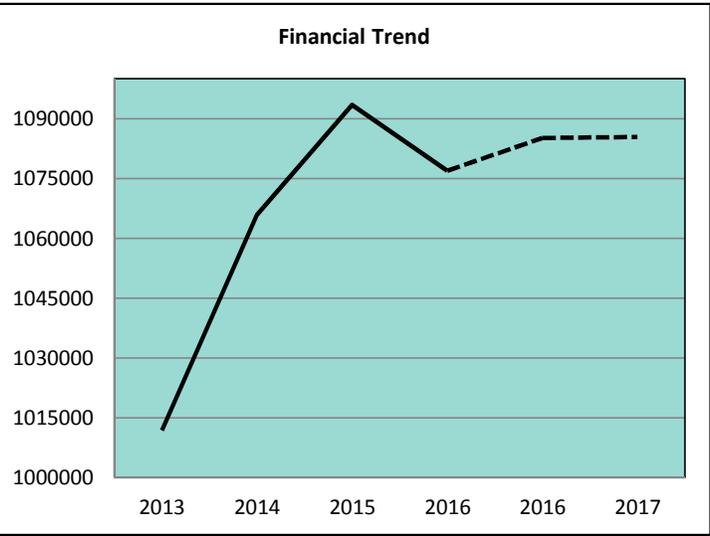
<p><b>General Ledger Codes:</b></p> <p style="text-align: center;"><b>01-00-4065-0000</b></p>	<p style="text-align: center;"><u><b>Legal Authority:</b></u></p> <p style="text-align: center;"><b>Municipal Charter: Article XII</b>  <b>Municipal Code: Section 640.010</b>  <b>State Statute: 393.297</b> 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

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

Staff is estimating FY17 revenue based on the addition of 100 new residences.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	721,463	17.12%
2008 Actual	790,955	9.63%
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 Budget	1,076,971	-1.50%
2016 Projected	1,085,188	0.76%
2017 CM Proposed	1,085,412	0.02%



# Osage Valley Elec Franchise

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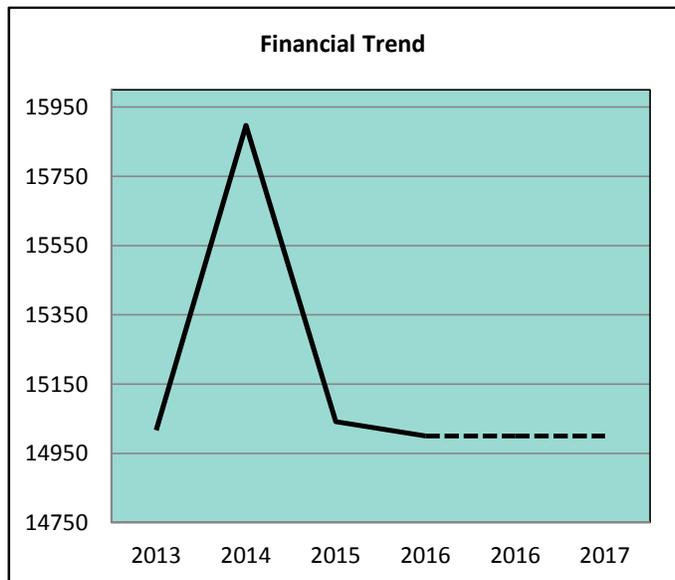
## Revenue Description

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

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

Because Osage Valley Electric revenues will only increase due to rate increases, annexation of additional property, and actual building taking place on same, proposed FY17 revenue is conservatively estimated based on the past five years.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	12,379	9.11%
2008 Actual	13,117	5.96%
2009 Actual	15,154	15.53%
2010 Actual	14,871	-1.87%
2011 Actual	14,368	-3.38%
2012 Actual	13,989	-2.64%
2013 Actual	15,017	7.35%
2014 Actual	15,897	5.86%
2015 Actual	15,042	-5.38%
2016 Budget	15,000	-0.28%
2016 Projected	15,000	0.00%
2017 CM Proposed	15,000	0.00%



# Mo Gas Energy Franchise Tax

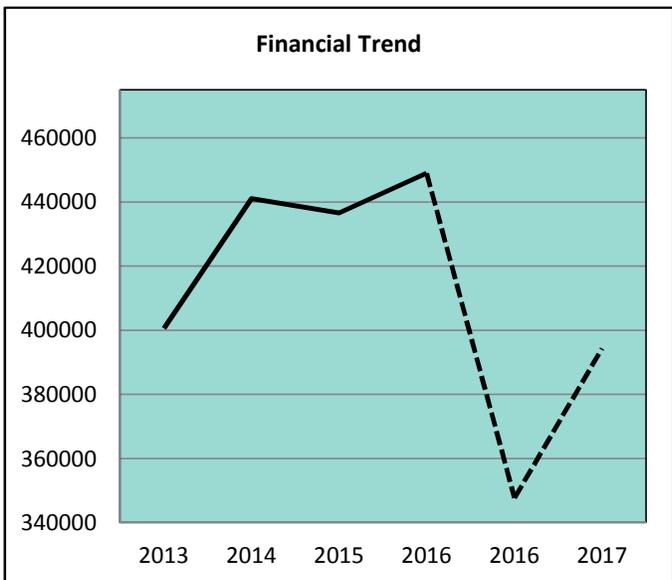
<b>General Ledger Codes:</b>  <b>01-00-4075-0000</b>	<b><u>Legal Authority:</u></b>  <b>Municipal Charter: Article XII</b> <b>Municipal Code: Section 640.010</b> <b>State Statute: 393.297</b> <b>Missouri State Constitution: Article X</b>
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## Revenue Description

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

Staff is estimating FY17 revenue using the past five-year average.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	433,504	5.65%
2008 Actual	494,357	14.04%
2009 Actual	491,509	-0.58%
2010 Actual	428,413	-12.84%
2011 Actual	476,527	11.23%
2012 Actual	345,571	-27.48%
2013 Actual	400,566	15.91%
2014 Actual	441,005	10.10%
2015 Actual	436,592	-1.00%
2016 Budget	448,965	2.83%
2016 Projected	347,660	-22.56%
2017 CM Proposed	394,279	13.41%



# Internet Cable / Video Franchise Tax

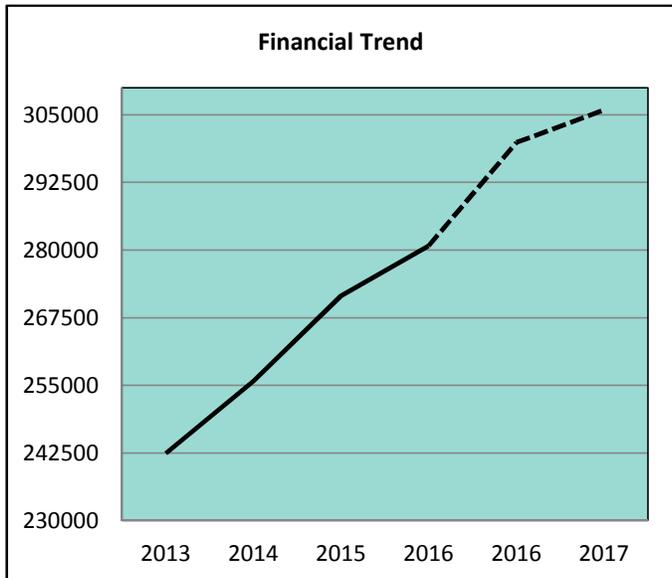
<b>General Ledger Codes:</b>  <b>01-00-4080-0000</b>	<b><u>Legal Authority:</u></b>  <b>Municipal Charter: Article XII</b> <b>Municipal Code: Section 640.010</b> <b>State Statute: 67.2689</b> <b>Missouri State Constitution: Article X</b>
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## Revenue 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 services within the city limits.

The increase in revenue is a combination of growth and increases in rates charged to customers. FY17 revenues are estimated using current rates and an additional 100 homes.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	144,524	12.22%
2008 Actual	170,174	17.75%
2009 Actual	155,615	-8.56%
2010 Actual	208,702	34.11%
2011 Actual	222,379	6.55%
2012 Actual	237,278	6.70%
2013 Actual	242,431	2.17%
2014 Actual	255,751	5.49%
2015 Actual	271,528	6.17%
2016 Budget	280,743	3.39%
2016 Projected	299,858	6.81%
2017 CM Proposed	305,858	2.00%



# Wireless Telecom Franchise Tax

**General Ledger Codes:**

01-00-4090-0000

**Legal Authority:**

Municipal Charter: Article XII  
Municipal Code: Section 640.010  
Municipal Code: Section 640.030  
State Statute: 67.2675-2714  
Missouri State Constitution: Article X

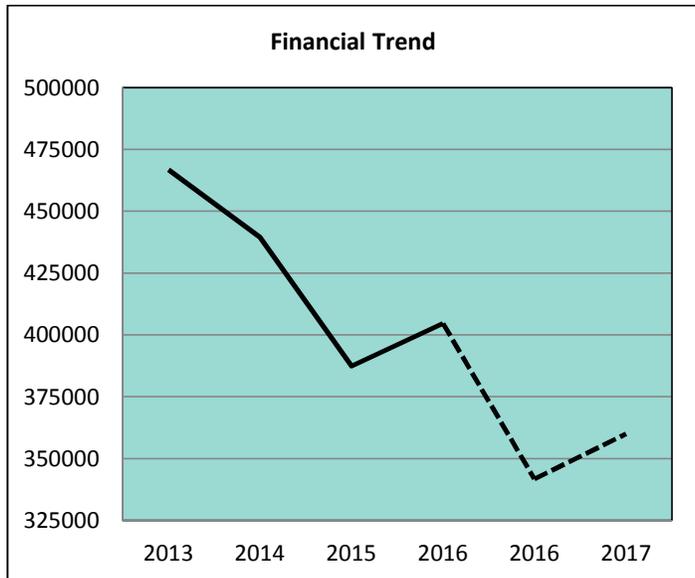
**Revenue Description**

**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 those 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 FY16 revenues based on current receipts and the percentage trend being observed. FY17 estimated revenues are based on the FY16 average monthly wireless telecom franchise tax receipts and an additional 100 homes.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	24,999	55.56%
2008 Actual	966,056	3764.38%
2009 Actual	375,644	-61.12%
2010 Actual	660,187	75.75%
2011 Actual	744,726	12.81%
2012 Actual	485,648	-34.79%
2013 Actual	466,806	-3.88%
2014 Actual	439,578	-5.83%
2015 Actual	387,443	-11.86%
2016 Budget	404,683	4.45%
2016 Projected	341,730	-15.56%
2017 CM Proposed	359,959	5.33%



# City Sales Tax

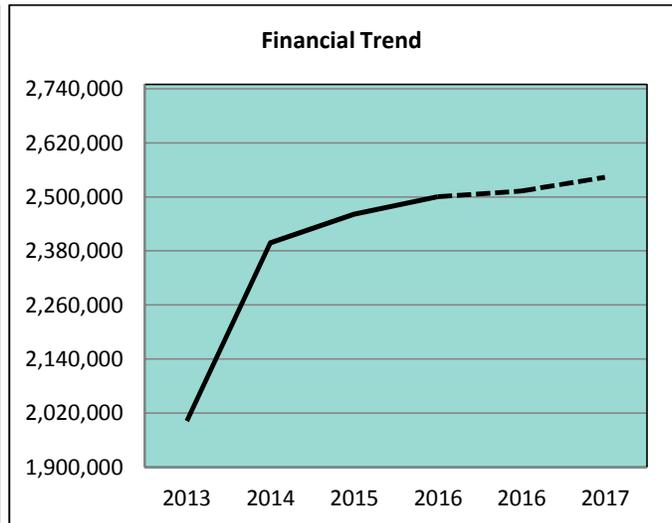
<b>General Ledger Codes:</b>  <b>01-00-4100-0000</b>	<b><u>Legal Authority:</u></b>  <b>Municipal Code: Sections 145.010</b> <b>State Statute: 94.500-94.550 RSMo</b> <b>Missouri State Constitution: Article X</b>
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## Revenue Description

**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 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 for any jurisdiction that has 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. City sales tax projected for 2016 is based on current receipts and the historical two-year average.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	1,683,321	13.83%
2008 Actual	1,879,529	11.66%
2009 Actual	1,894,740	0.81%
2010 Actual	1,918,665	1.26%
2011 Actual	1,965,337	2.43%
2012 Actual	1,966,631	0.07%
2013 Actual	2,002,242	1.81%
2014 Actual	2,398,121	19.77%
2015 Actual	2,461,621	2.65%
2016 Budget	2,500,467	1.58%
2016 Projected	2,512,833	0.49%
2017 CM Proposed	2,543,869	1.24%



# Gasoline Tax

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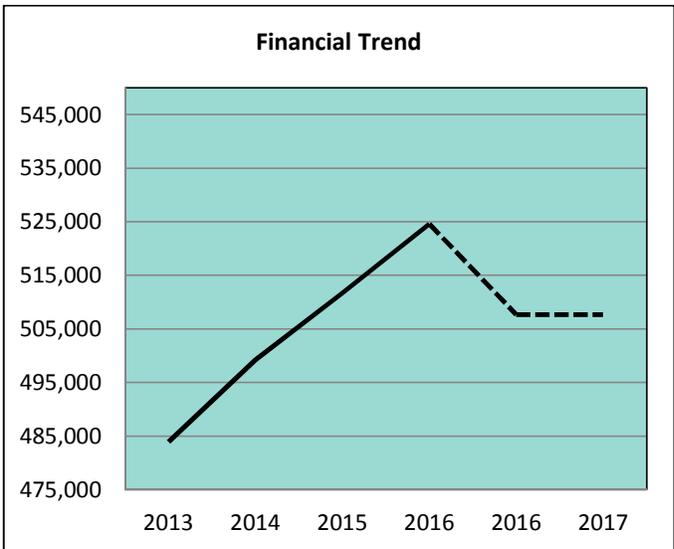
## Revenue Description

**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 FY16 projected revenues as well as the FY17 estimated revenues are based on a two year historical trend.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	326,659	3.47%
2008 Actual	313,796	-3.94%
2009 Actual	309,039	-1.52%
2010 Actual	339,644	9.90%
2011 Actual	307,494	-9.47%
2012 Actual	485,613	57.93%
2013 Actual	483,900	-0.35%
2014 Actual	499,243	3.17%
2015 Actual	511,679	2.49%
2016 Budget	524,610	2.53%
2016 Projected	507,677	-3.23%
2017 CM Proposed	507,677	0.00%



# State Vehicle Sales Tax

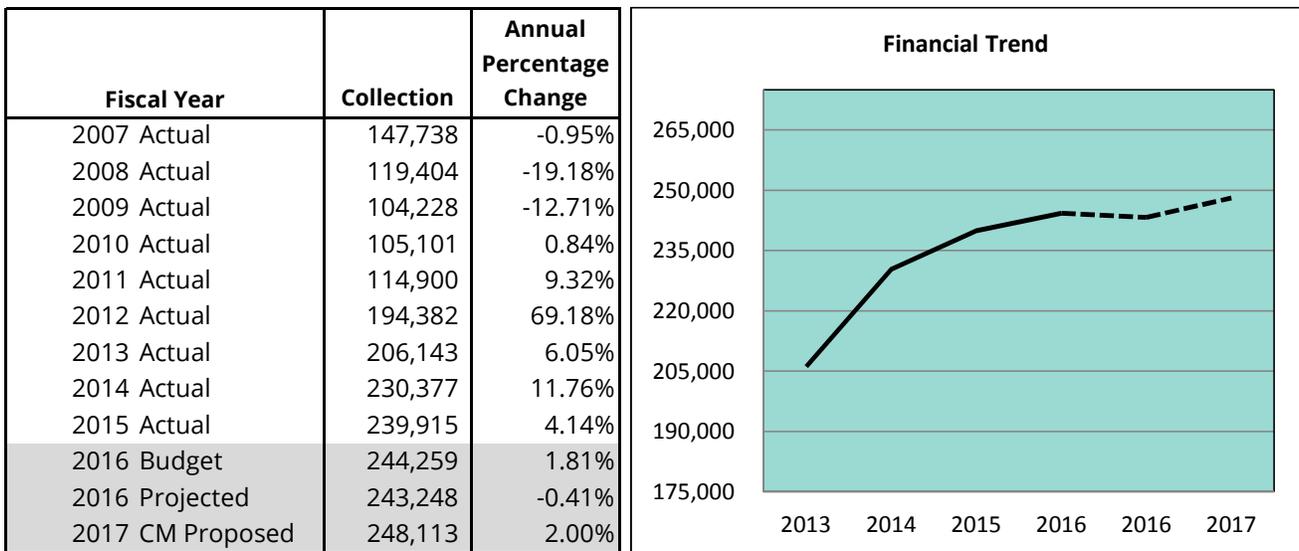
<b>General Ledger Codes:</b>  <b>01-00-4140-0000</b>	<u><b>Legal Authority:</b></u>  <b>Missouri State Constitution: Article IV; Section 30b</b>
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## Revenue Description

**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 FY16 projected revenues are based on historical data adjusted to the 2010 census contribution. The FY17 revenue is conservatively estimated using a 2% increase over FY16 projections.



# Miscellaneous Permits

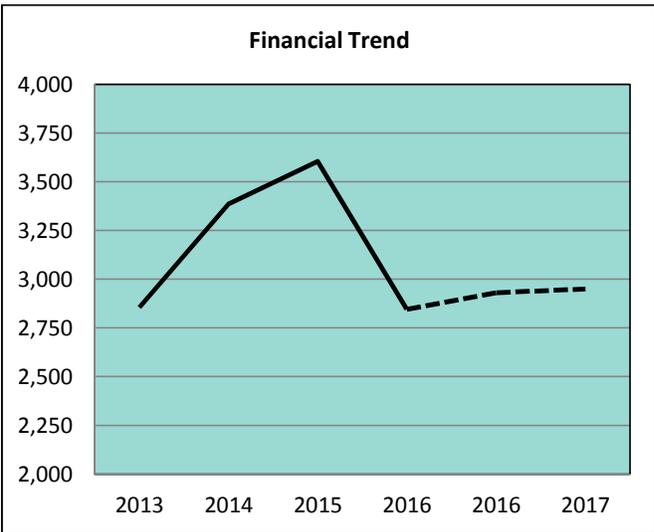
<p><b>General Ledger Codes:</b></p> <p style="text-align: center;"><b>01-00-4155-0000</b></p>	<p style="text-align: center;"><u><b>Legal Authority:</b></u></p> <p style="text-align: center;"><b>Municipal Charter: Section 12.3</b>  <b>Municipal Code: Section 500.080</b>  <b>State Statute: Chapter 89</b></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.

FY16 projected revenues are based on actual permits and FY17 estimated revenues are based on the expected fireworks and solicitor permits.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	1,250	-38.12%
2008 Actual	1,750	40.00%
2009 Actual	2,250	28.57%
2010 Actual	1,250	-44.44%
2011 Actual	3,785	202.80%
2012 Actual	1,750	-53.76%
2013 Actual	2,855	63.14%
2014 Actual	3,385	18.56%
2015 Actual	3,605	6.50%
2016 Budget	2,845	-21.08%
2016 Projected	2,930	2.99%
2017 CM Proposed	2,950	0.68%



# Residential Building Permits & Plan Reviews

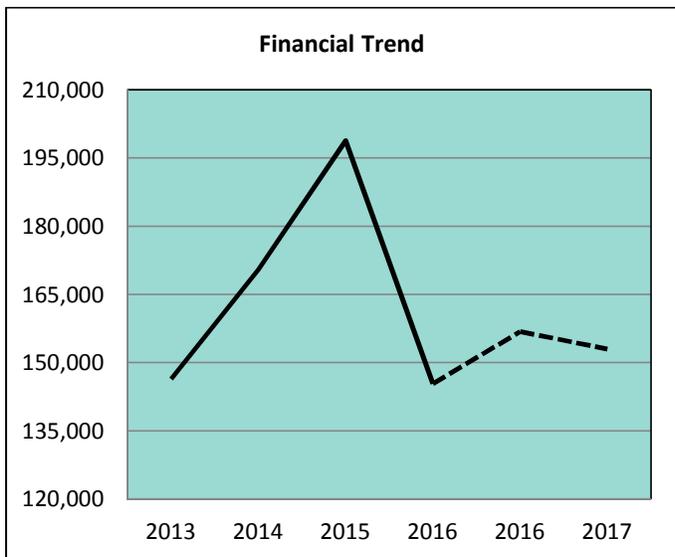
<b>General Ledger Codes:</b>  <b>01-00-4160-0000</b>	<b>Legal Authority:</b>  <b>Municipal Code: Section 455</b> <b>Municipal Code: Section 500-545</b> <b>State Statute: Chapter 89</b>
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## Revenue Description

**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 FY16 revenues based on current receipts through mid-May as well as projected revenues from upcoming residential development. Revenues for FY17 are estimated based on 100 projected residential starts for the fiscal year with an average permit fee for these homes of \$1530.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	272,337	-47.15%
2008 Actual	166,756	-38.77%
2009 Actual	75,397	-54.79%
2010 Actual	107,322	42.34%
2011 Actual	101,075	-5.82%
2012 Actual	126,249	24.91%
2013 Actual	146,384	15.95%
2014 Actual	170,478	16.46%
2015 Actual	198,798	16.61%
2016 Budget	145,350	-26.89%
2016 Projected	156,786	7.87%
2017 CM Proposed	153,000	-2.41%



# Commercial Building Permits & Plan Reviews

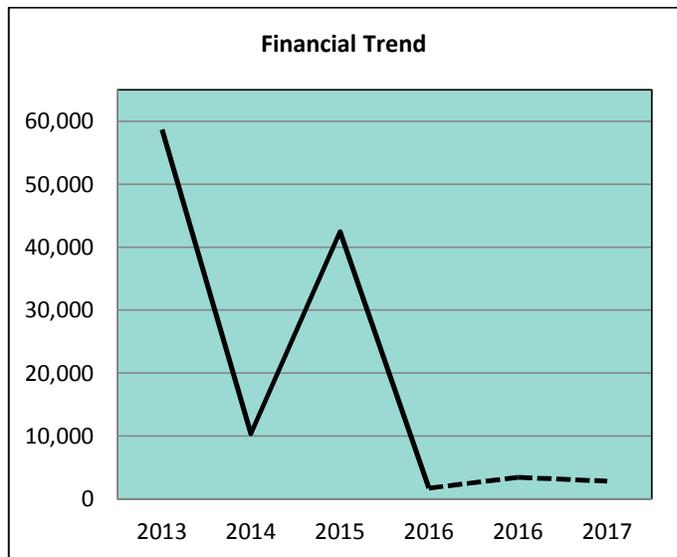
<b>General Ledger Codes:</b>  <b>01-00-4161-0000</b>	<b><u>Legal Authority:</u></b>  <b>Municipal Code: Section 455</b> <b>Municipal Code: Section 500-545</b> <b>State Statute: Chapter 89</b>
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## Revenue Description

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

FY17 revenues are estimated based on one (1) fast service restaurant and five (5) remodels @ \$350 each.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	35,013	N/A
2008 Actual	95,263	172.08%
2009 Actual	15,028	-84.22%
2010 Actual	15,472	2.95%
2011 Actual	6,468	-58.20%
2012 Actual	25,227	290.05%
2013 Actual	58,682	132.62%
2014 Actual	10,355	-82.35%
2015 Actual	42,458	310.02%
2016 Budget	1,750	-95.88%
2016 Projected	3,456	97.47%
2017 CM Proposed	2,850	-17.53%



# Engineering Inspection & Plan Reviews

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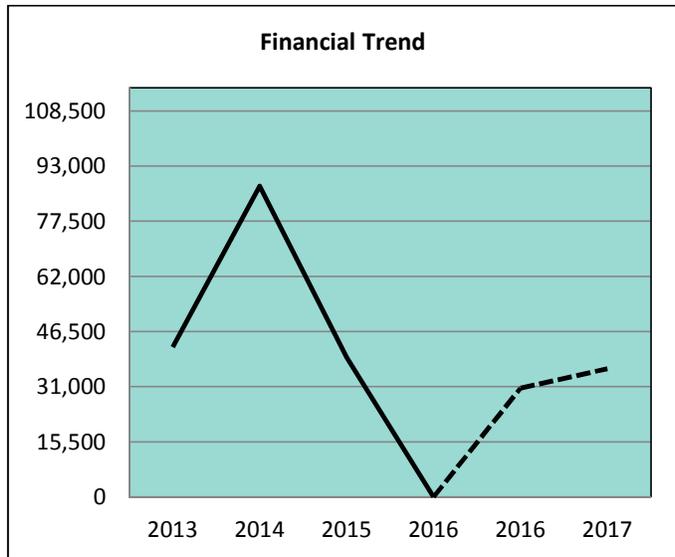
## Revenue Description

**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.

FY16 revenue projection includes fees received from the Westbrook and Edgewater and High Point areas of Creekmoor.

Staff anticipates two additional subdivisions in Creekmoor are expected in the coming year.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	59,056	-72.49%
2008 Actual	95,280	61.34%
2009 Actual	295,035	209.65%
2010 Actual	57,650	-80.46%
2011 Actual	9,558	-83.42%
2012 Actual	32,512	240.16%
2013 Actual	42,155	29.66%
2014 Actual	87,354	107.22%
2015 Actual	39,255	-55.06%
2016 Budget	0	N/A
2016 Projected	30,628	N/A
2017 CM Proposed	36,000	17.54%



# Land Disturbance Permits

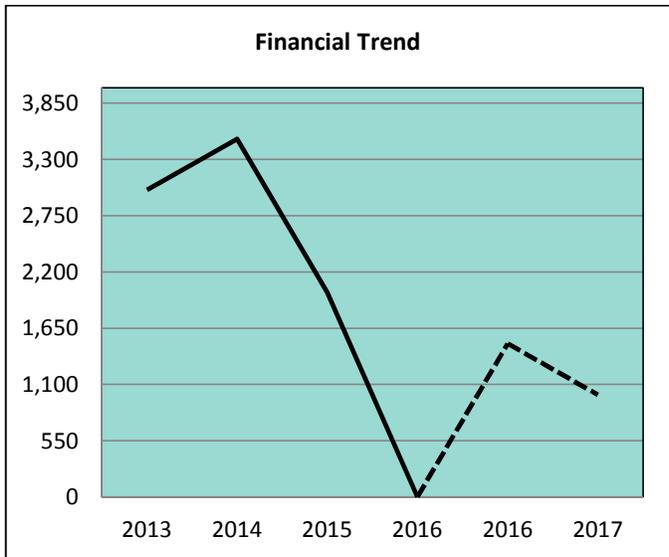
<b>General Ledger Codes:</b>  <b>01-00-4170-0000</b>	<u><b>Legal Authority:</b></u>  <b>Municipal Code: Section 455</b> <b>Municipal Code: Section 500-545</b> <b>State Statute: Chapter 89</b>
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## Revenue Description

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

FY16 revenue projection includes fees received from the Westbrook, Edgewater and High Point areas of Creekmoor, as well as Galleria North.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	4,000	-11.11%
2008 Actual	1,500	-62.50%
2009 Actual	1,500	0.00%
2010 Actual	0	-100.00%
2011 Actual	1,500	N/A
2012 Actual	1,500	0.00%
2013 Actual	3,000	100.00%
2014 Actual	3,500	16.67%
2015 Actual	2,000	-42.86%
2016 Budget	0	N/A
2016 Projected	1,500	N/A
2017 CM Proposed	1,000	-33.33%



# Right of Way Fees

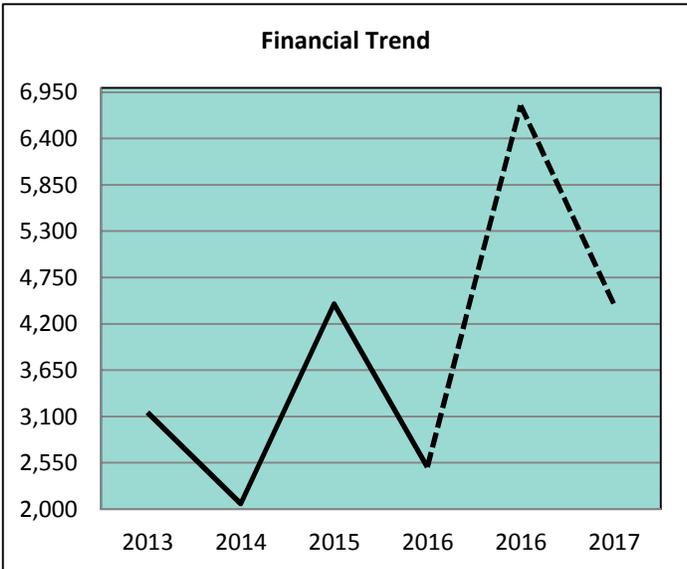
<b>General Ledger Codes:</b>  <b>01-00-4175-0000</b>	<b>Legal Authority:</b>  <b>Municipal Code: Section 455</b> <b>Municipal Code: Section 500-545</b> <b>State Statute: Chapter 89</b>
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## Revenue Description

**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.

FY16 projections and FY17 estimated revenue is based on a three year historical trend.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	2,941	-62.50%
2008 Actual	2,385	-18.91%
2009 Actual	910	-61.84%
2010 Actual	2,859	214.14%
2011 Actual	2,285	-20.07%
2012 Actual	5,485	140.04%
2013 Actual	3,150	-42.57%
2014 Actual	2,065	-34.44%
2015 Actual	4,436	114.82%
2016 Budget	2,500	-43.64%
2016 Projected	6,795	171.80%
2017 CM Proposed	4,432	-34.78%



# Zoning Fees

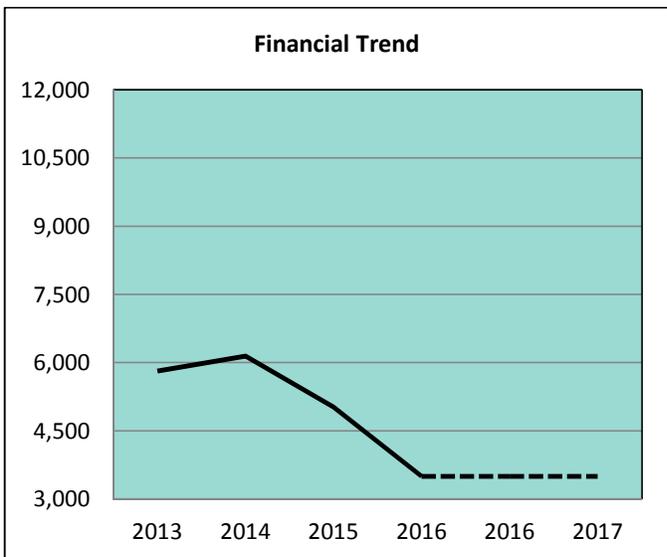
<b>General Ledger Codes:</b>  <b>01-00-4180-0000</b>	<b><u>Legal Authority:</u></b>  <b>Municipal Code: Section 455</b> <b>Municipal Code: Section 500-545</b> <b>State Statute: Chapter 89</b>
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## Revenue Description

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

Revenue estimates for FY16 and FY17 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
2007 Actual	14,690	-51.07%
2008 Actual	6,870	-53.23%
2009 Actual	4,990	-27.37%
2010 Actual	6,805	36.37%
2011 Actual	6,675	-1.91%
2012 Actual	11,240	68.39%
2013 Actual	5,815	-48.27%
2014 Actual	6,140	5.59%
2015 Actual	5,020	-18.24%
2016 Budget	3,500	-30.28%
2016 Projected	3,500	0.00%
2017 CM Proposed	3,500	0.00%



# Street Lights

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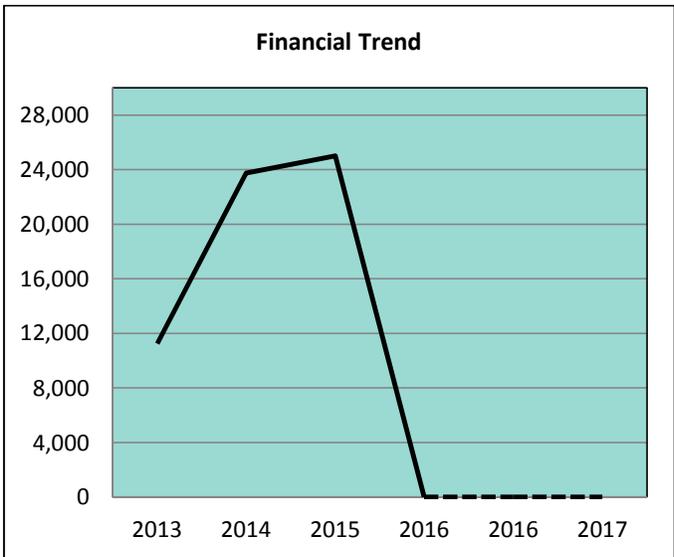
## Revenue Description

**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
2007 Actual	12,710	-75.74%
2008 Actual	8,075	-36.47%
2009 Actual	0	-100.00%
2010 Actual	0	N/A
2011 Actual	1,250	N/A
2012 Actual	7,502	499.97%
2013 Actual	11,254	50.01%
2014 Actual	23,758	111.10%
2015 Actual	25,008	5.26%
2016 Budget	0	N/A
2016 Projected	0	N/A
2017 CM Proposed	0	N/A



# Plan Review Fees

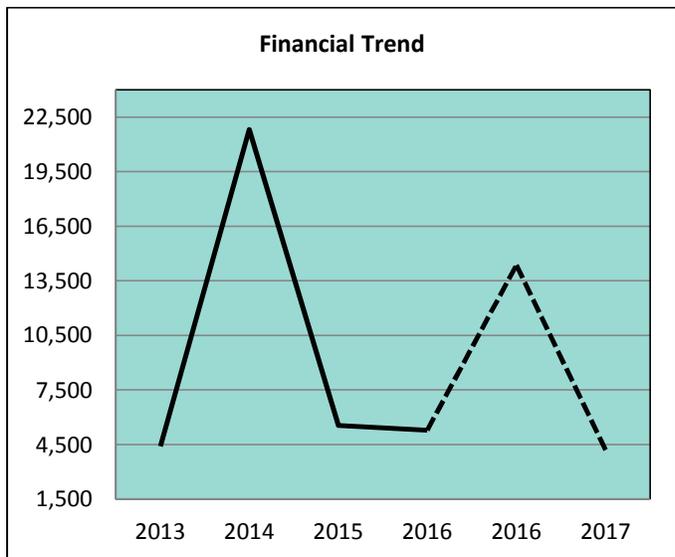
<b>General Ledger Codes:</b>  <b>01-00-4182-0000</b>	<b><u>Legal Authority:</u></b>  <b>Municipal Code: Section 500.080</b> <b>Municipal Code: Section 500-150</b> <b>Municipal Code: 515.170</b> <b>State Statute: Chapter 89</b>
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## Revenue Description

**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. FY16 revenue is based on receipts as of May and historical data. FY17 revenues are estimated using 100 new homes.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	11,811	-72.45%
2008 Actual	17,256	46.10%
2009 Actual	401	-97.68%
2010 Actual	0	-100.00%
2011 Actual	2,140	N/A
2012 Actual	6,502	203.86%
2013 Actual	4,389	-32.49%
2014 Actual	21,811	396.91%
2015 Actual	5,552	-74.54%
2016 Budget	5,282	-4.87%
2016 Projected	14,366	171.98%
2017 CM Proposed	4,200	-70.76%



# Code Enforcement Reimbursement

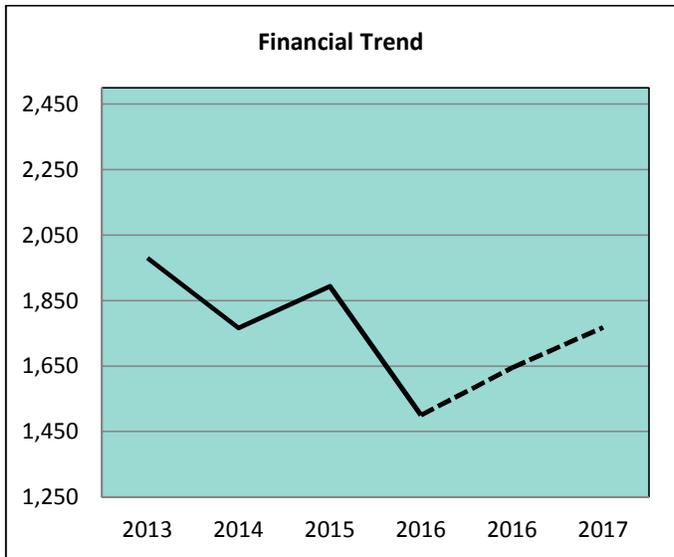
<b>General Ledger Codes:</b>  <b>01-00-4184-0000</b>	<b><u>Legal Authority:</u></b>  <b>Municipal Code: Section 200</b> <b>Municipal Code: Section 400</b> <b>Municipal Code: Section 500</b> <b>State Statute: Chapter 89</b>
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## Revenue Description

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

FY10 was the first year of recognition of this revenue stream by the City. Projected revenue is based on historical data. FY17 revenue is estimated based on a three year average.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	N/A
2008 Actual	0	N/A
2009 Actual	2,200	N/A
2010 Actual	2,477	12.59%
2011 Actual	2,866	15.70%
2012 Actual	2,110	-26.38%
2013 Actual	1,980	-6.16%
2014 Actual	1,766	-10.78%
2015 Actual	1,893	7.16%
2016 Budget	1,500	-20.76%
2016 Projected	1,645	9.65%
2017 CM Proposed	1,768	7.49%



# Warning System Fees

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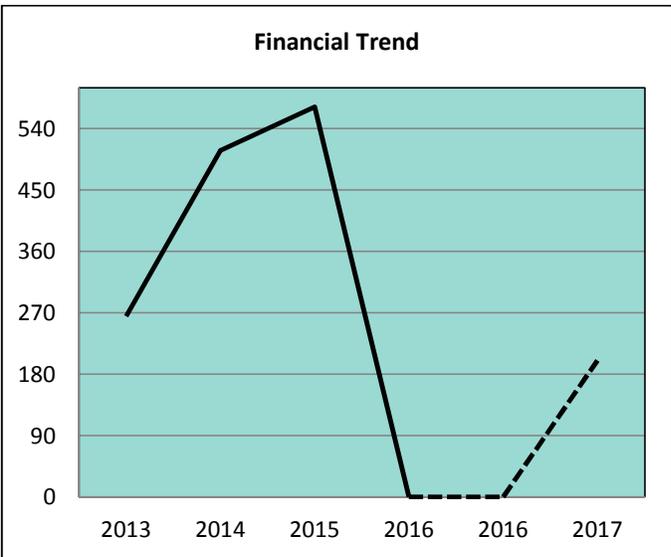
## Revenue Description

**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.

FY16 projected revenue is based on actual receipts and historical data.

FY17 Staff anticipates two additional subdivisions in Creekmoor are expected in the coming year.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	1,066	-34.37%
2008 Actual	443	-58.44%
2009 Actual	0	-100.00%
2010 Actual	0	N/A
2011 Actual	20	N/A
2012 Actual	575	2764.97%
2013 Actual	265	-53.91%
2014 Actual	508	91.65%
2015 Actual	572	12.57%
2016 Budget	0	N/A
2016 Projected	0	N/A
2017 CM Proposed	200	N/A



# Farmers Market

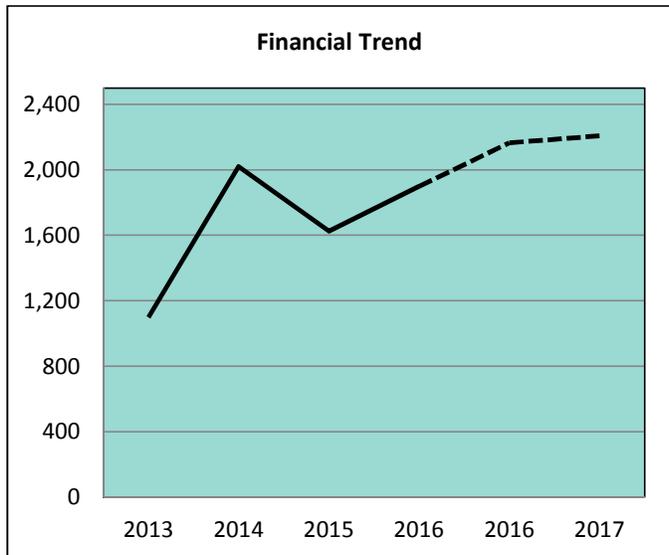
<b>General Ledger Codes:</b>  <b>01-00-4186-0000</b>	<u><b>Legal Authority:</b></u>
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## Revenue Description

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

FY16 projected revenue is based on actual receipts and historical data. FY17 projected revenues are estimated using the FY16 projected revenue with a 2% growth.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	N/A
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	1,538	N/A
2013 Actual	1,100	-28.48%
2014 Actual	2,020	83.64%
2015 Actual	1,627	-19.46%
2016 Budget	1,900	16.78%
2016 Projected	2,166	13.98%
2017 CM Proposed	2,209	2.00%



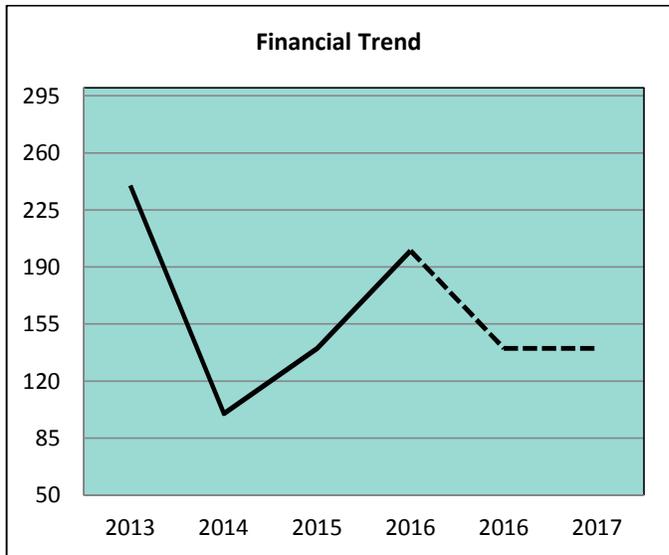
# Filing Fees

<p><b>General Ledger Codes:</b></p> <p style="text-align: center;"><b>01-00-4190-0000</b></p>	<p style="text-align: center;"><u><b>Legal Authority:</b></u></p> <p style="text-align: center;"><b>Municipal Code Section 105.040</b>  <b>State Statute: Section 115.001-122.650 RSMo.</b></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.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	200	66.67%
2008 Actual	120	-40.00%
2009 Actual	160	33.33%
2010 Actual	260	62.50%
2011 Actual	140	-46.15%
2012 Actual	220	57.14%
2013 Actual	240	9.09%
2014 Actual	100	-58.33%
2015 Actual	140	40.00%
2016 Budget	200	42.86%
2016 Projected	140	-30.00%
2017 CM Proposed	140	0.00%



# Occupational License Tax Fees

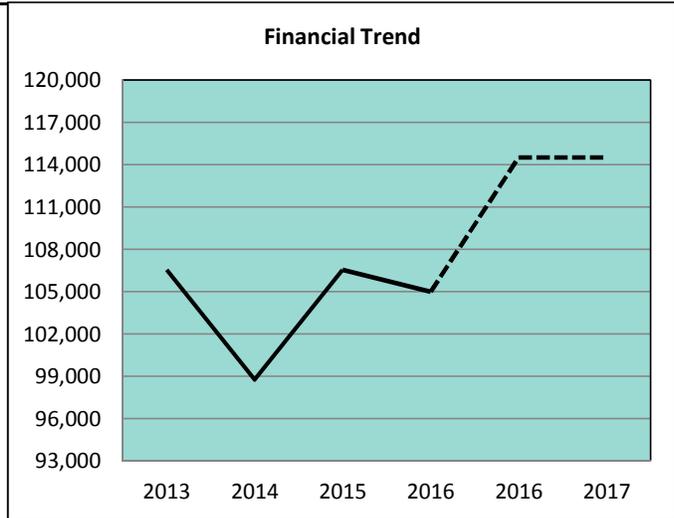
<p><b>General Ledger Codes:</b>  01-00-4200-0000</p>	<p style="text-align: center;"><b><u>Legal Authority:</u></b>  Municipal Code: Chapters 600-650 State Statute: Section 94.110 &amp; 94.270 RSMo.</p>
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## Revenue Description

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

Staff estimates FY 2017 revenue based on the FY 2016 projected amount and historical data.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	139,210	4.50%
2008 Actual	119,815	-13.93%
2009 Actual	109,914	-8.26%
2010 Actual	105,145	-4.34%
2011 Actual	110,900	5.47%
2012 Actual	115,495	4.14%
2013 Actual	106,555	-7.74%
2014 Actual	98,777	-7.30%
2015 Actual	106,553	7.87%
2016 Budget	105,000	-1.46%
2016 Projected	114,520	9.07%
2017 CM Proposed	114,520	0.00%



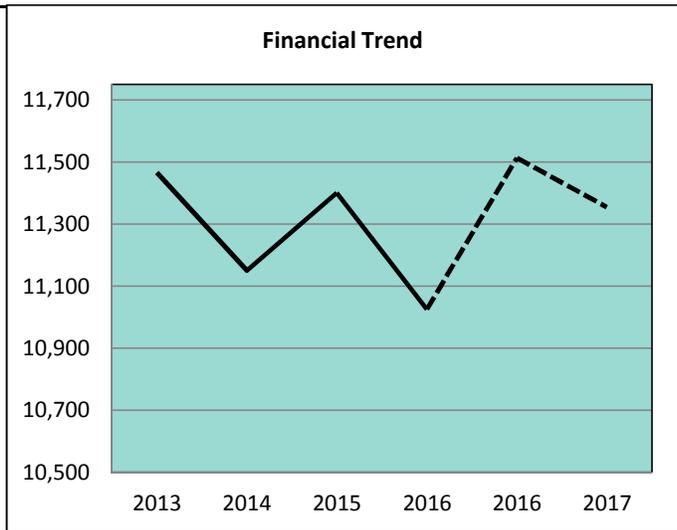
# Liquor Licenses

<p><b>General Ledger Codes:</b></p> <p style="text-align: center;"><b>01-00-4210-0000</b></p>	<p style="text-align: center;"><u><b>Legal Authority:</b></u></p> <p style="text-align: center;"><b>Municipal Code: Section 600</b>  <b>Municipal Code: Section 605.010</b>  <b>State Statute: Section 94.270 RSMo.</b>  <b>State Statute: Chapters 311 &amp; 312 RSMo.</b></p>
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## Revenue Description

**Liquor License** - The City charges one and one-half times the rate charged by the state to licensed liquor providers as allowed by Section 311.220 RSMo. This revenue is fairly constant due to the consistency of the restaurant and retail liquor trade in the community.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	7,931	24.05%
2008 Actual	8,200	3.39%
2009 Actual	8,319	1.45%
2010 Actual	8,768	5.39%
2011 Actual	9,165	4.53%
2012 Actual	11,013	20.16%
2013 Actual	11,466	4.11%
2014 Actual	11,150	-2.76%
2015 Actual	11,400	2.24%
2016 Budget	11,025	-3.29%
2016 Projected	11,513	4.42%
2017 CM Proposed	11,354	-1.38%



# Dog and Cat Licenses

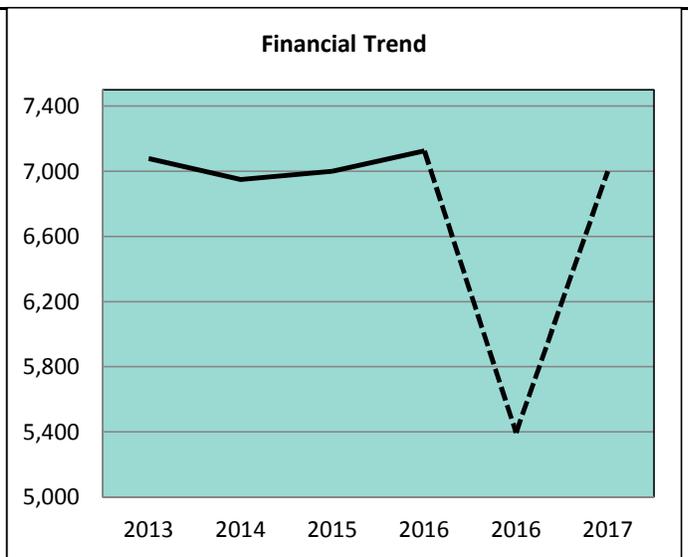
<p><b>General Ledger Codes:</b>  01-00-4220-0000</p>	<p style="text-align: center;"><u><b>Legal Authority:</b></u>  Municipal Code: Section 205 State Statute: Section 94.270 RSMo.</p>
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## Revenue Description

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

FY17 estimated revenues are based on historical trends.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	6,349	2.21%
2008 Actual	8,803	38.64%
2009 Actual	8,268	-6.07%
2010 Actual	7,893	-4.54%
2011 Actual	7,553	-4.30%
2012 Actual	7,978	5.62%
2013 Actual	7,078	-11.29%
2014 Actual	6,950	-1.81%
2015 Actual	7,000	0.73%
2016 Budget	7,125	1.79%
2016 Projected	5,395	-24.29%
2017 CM Proposed	7,000	29.76%



# Municipal Court Fines

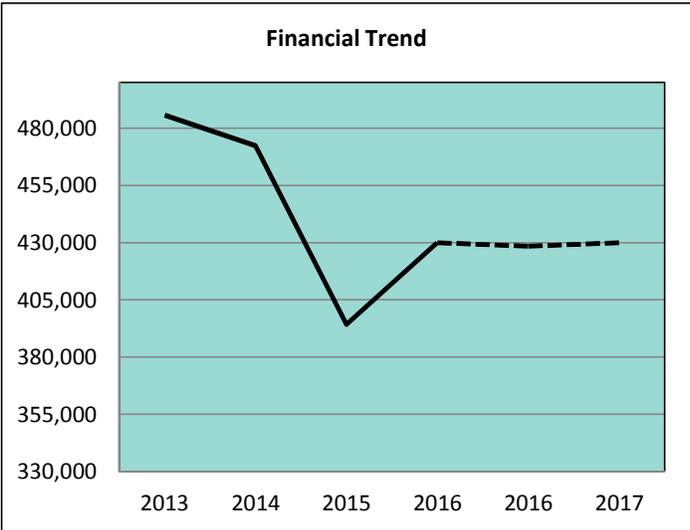
<b>General Ledger Codes:</b>  <b>01-00-4250-0000</b>	<u><b>Legal Authority:</b></u>  <b>Municipal Code: Chapter 130</b> <b>State Statute: Chapter 479</b>
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## Revenue Description

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

The FY16 projected revenues are based on current receipts and past three years historical trending. FY17 is conservatively projected at the FY16 budgeted amount.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	298,652	9.60%
2008 Actual	294,474	-1.40%
2009 Actual	367,406	24.77%
2010 Actual	310,140	-15.59%
2011 Actual	339,924	9.60%
2012 Actual	361,149	6.24%
2013 Actual	485,670	34.48%
2014 Actual	472,287	-2.76%
2015 Actual	394,242	-16.52%
2016 Budget	430,000	9.07%
2016 Projected	428,461	-0.36%
2017 CM Proposed	430,000	0.36%



# DWI-Drug Offense Reimbursement

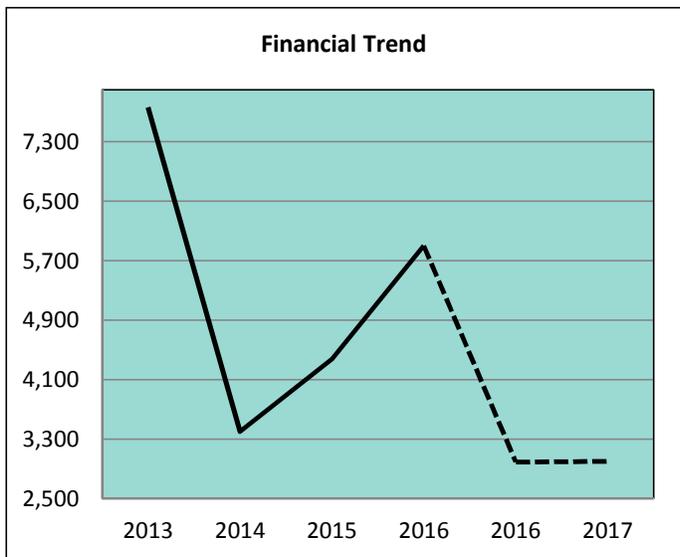
<b>General Ledger Codes:</b>  <b>01-00-4252-0000</b>	<u><b>Legal Authority:</b></u>  <b>Municipal Code: Section 130.290</b> <b>State Statute: Chapters 479 &amp; 483 &amp; 590</b>
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## Revenue Description

**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. FY17 revenue is based on FY16 projected revenue.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	N/A
2008 Actual	0	N/A
2009 Actual	6,063	N/A
2010 Actual	4,955	-18.27%
2011 Actual	5,101	2.94%
2012 Actual	7,936	55.58%
2013 Actual	7,765	-2.15%
2014 Actual	3,400	-56.22%
2015 Actual	4,377	28.74%
2016 Budget	5,900	34.79%
2016 Projected	2,992	-49.28%
2017 CM Proposed	3,000	0.25%



# Inmate Prisoner Detainee Security Fund

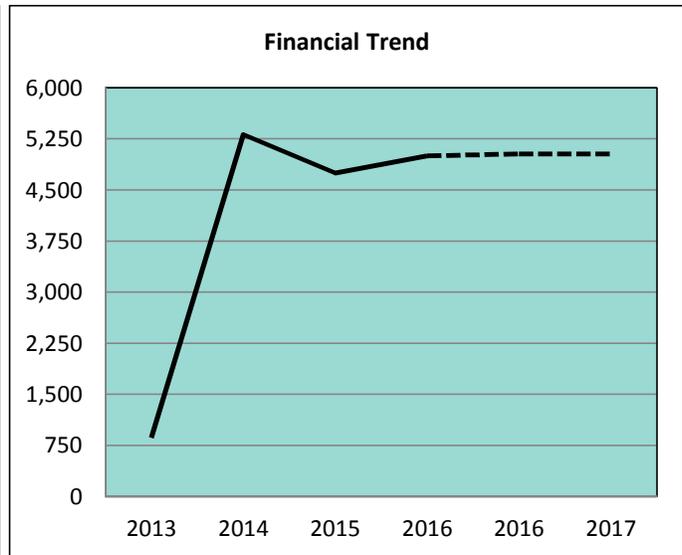
<b>General Ledger Codes:</b>  <b>01-00-4253-0000</b>	<u><b>Legal Authority:</b></u>  <b>Municipal Code: Section 130.290</b> <b>State Statute: Chapters 488</b>
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## Revenue Description

**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. FY17 revenue is based on FY16 projections.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	N/A
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	864	N/A
2014 Actual	5,312	514.77%
2015 Actual	4,747	-10.63%
2016 Budget	5,000	5.33%
2016 Projected	5,030	0.61%
2017 CM Proposed	5,030	0.00%



# Animal Shelter Donations

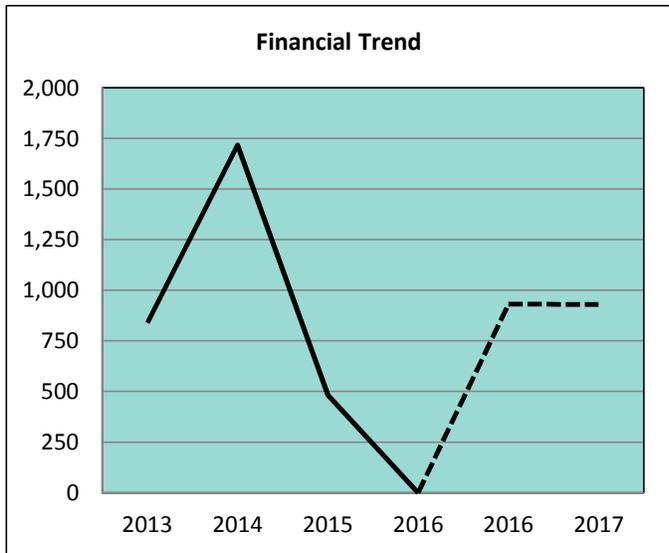
<p><b>General Ledger Codes:</b> <b>01-00-4270-0000</b></p>	<p style="text-align: center;"><u><b>Legal Authority:</b></u> <b>Municipal Code: Section 205</b> <b>State Statute: 89</b></p>
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## Revenue Description

**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 FY16 revenue are based on actual receipts through May. FY17 revenues are based on the FY16 revenues.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	-100.00%
2008 Actual	52	N/A
2009 Actual	1,556	2892.79%
2010 Actual	1,822	17.04%
2011 Actual	205	-88.75%
2012 Actual	1,215	492.83%
2013 Actual	838	-31.03%
2014 Actual	1,717	104.85%
2015 Actual	481	-71.96%
2016 Budget	0	N/A
2016 Projected	932	N/A
2017 CM Proposed	930	-0.22%



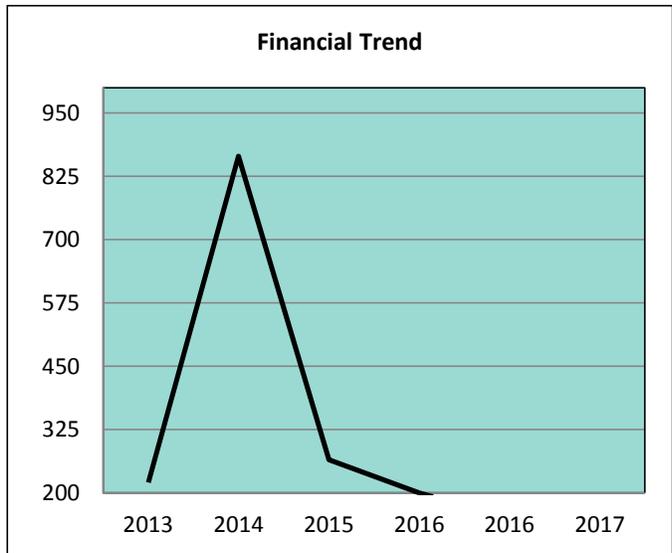
# Animal Control Fine Revenue

<p><b>General Ledger Codes:</b> <b>01-00-4275-0000</b></p>	<p style="text-align: center;"><u><b>Legal Authority:</b></u></p> <p style="text-align: center;"><b>Municipal Code: Chapter 205</b> <b>State Statute: Chapter 82</b></p>
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## Revenue Description

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

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	1,055	60.33%
2008 Actual	2,100	99.05%
2009 Actual	1,110	-47.14%
2010 Actual	820	-26.13%
2011 Actual	938	14.39%
2012 Actual	791	-15.67%
2013 Actual	220	-72.19%
2014 Actual	865	293.18%
2015 Actual	265	-69.36%
2016 Budget	200	-24.53%
2016 Projected	150	-25.00%
2017 CM Proposed	150	0.00%



# Dispatch Fees

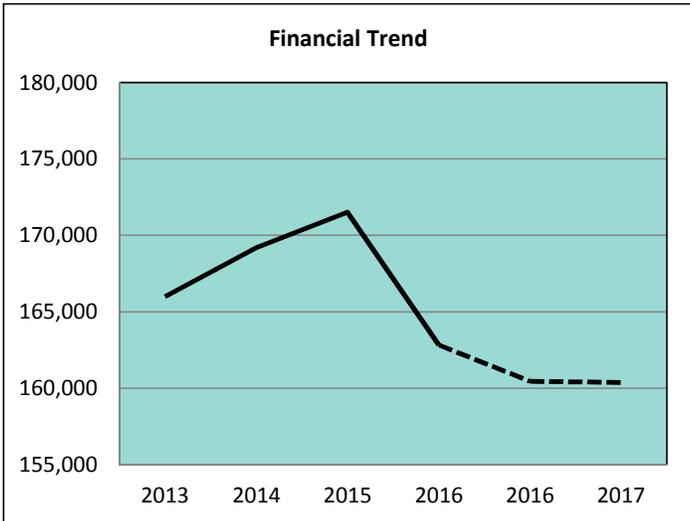
<b>General Ledger Codes:</b> <b>01-00-4310-0000</b>	<b>Legal Authority:</b>  <b>Municipal Code: 200</b> <b>State Statute: Chapter 82</b>
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## Revenue Description

**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 FY17 estimates to be received by both South Metro Fire Protection District and the City of Peculiar are based on a 1% 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
2007 Actual	129,461	-0.87%
2008 Actual	145,032	12.03%
2009 Actual	154,671	6.65%
2010 Actual	151,296	-2.18%
2011 Actual	161,006	6.42%
2012 Actual	155,823	-3.22%
2013 Actual	165,988	6.52%
2014 Actual	169,190	1.93%
2015 Actual	171,511	1.37%
2016 Budget	162,833	-5.06%
2016 Projected	160,454	-1.46%
2017 CM Proposed	160,361	-0.06%



# SRO Services

<b>General Ledger Codes:</b> <p style="text-align: center;"><b>01-00-4311-0000</b></p>	<p style="text-align: center;"><b><u>Legal Authority:</u></b></p> <p style="text-align: center;"><b>Municipal Code: State Statute: Chapter</b></p>
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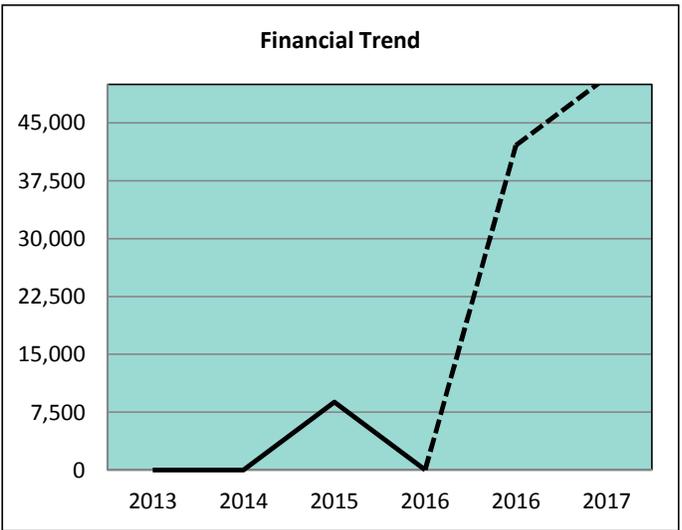
## Revenue Description

**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, 2016 through June 30, 2017 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 my have been affected by inclement weather, or other factors.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	N/A
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	8,778	N/A
2016 Budget	0	-100.00%
2016 Projected	42,066	N/A
2017 CM Proposed	50,880	20.95%



# Police Grants

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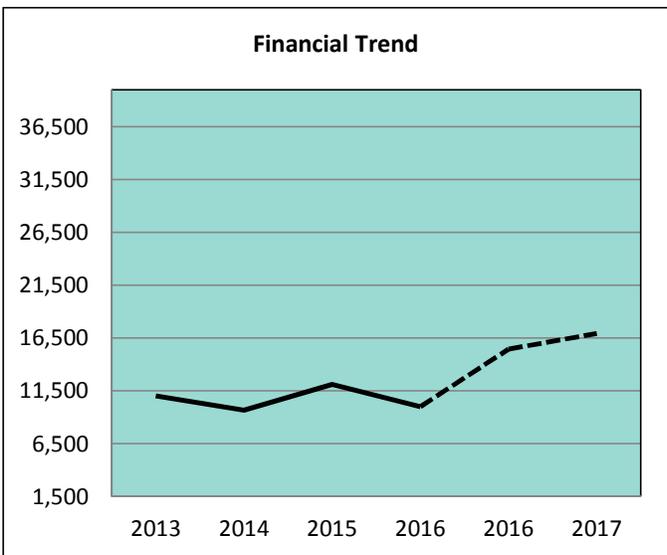
## Revenue Description

**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.

FY16 revenues are projected using current receipts and estimated additional claims on available grant funds. FY17 revenues are estimated using the following applications and awards:

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

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	32,455	249.02%
2008 Actual	7,234	-77.71%
2009 Actual	22,509	211.17%
2010 Actual	17,282	-23.22%
2011 Actual	34,798	101.35%
2012 Actual	38,097	9.48%
2013 Actual	11,012	-71.10%
2014 Actual	9,649	-12.38%
2015 Actual	12,106	25.47%
2016 Budget	10,000	-17.40%
2016 Projected	15,429	54.29%
2017 CM Proposed	16,905	9.56%



# Emergency Mgmt Grant

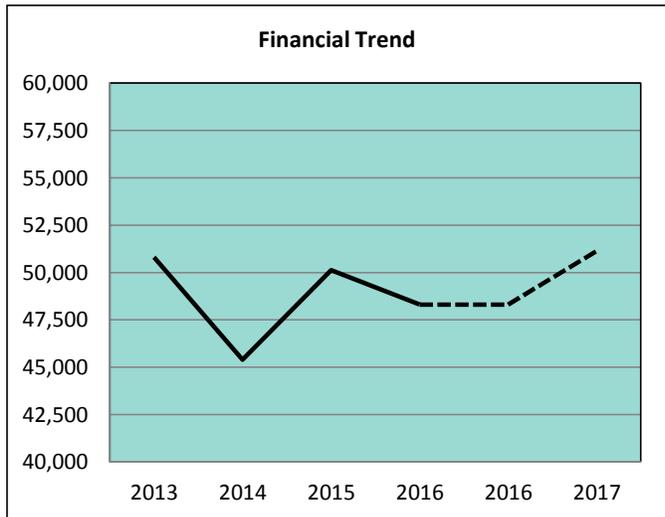
<b>General Ledger Codes:</b> <p style="text-align: center;"><b>01-00-4325-0000</b></p>	<b>Legal Authority:</b> <p style="text-align: center;"><b>State Statute: Chapter 82</b></p>
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## Revenue Description

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

FY16 revenues are projected based on the city's eligible expenses .

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	20,570	49.76%
2008 Actual	47,532	131.08%
2009 Actual	69,192	45.57%
2010 Actual	66,321	-4.15%
2011 Actual	79,612	20.04%
2012 Actual	64,354	-19.16%
2013 Actual	50,812	-21.04%
2014 Actual	45,405	-10.64%
2015 Actual	50,113	10.37%
2016 Budget	48,307	-3.60%
2016 Projected	48,307	0.00%
2017 CM Proposed	51,123	5.83%



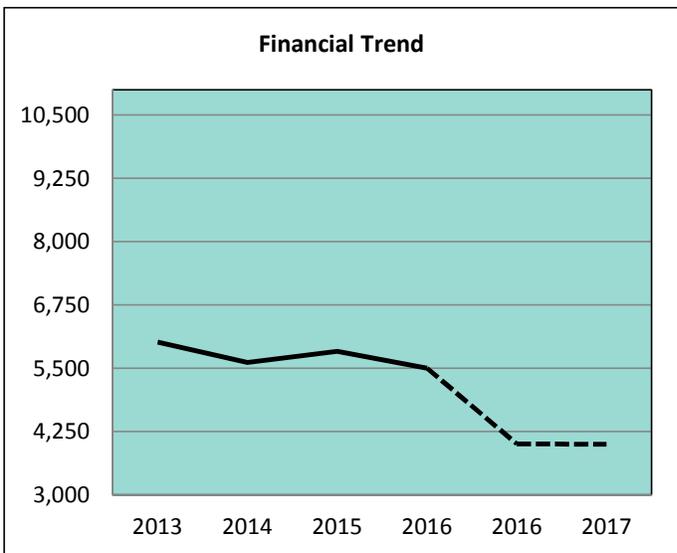
# Copies

<b>General Ledger Codes:</b> <p style="text-align: center;"><b>01-00-4330-0000</b></p>	<p style="text-align: center;"><b><u>Legal Authority:</u></b></p> <p style="text-align: center;"><b>State Statute: Chapter 82</b>  <b>"Sunshine Law" on public information</b></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. FY16 revenue is projected based on the four year average historical trend. FY17 revenue is conservatively estimated with a slightly lower amount than the four year average.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	6,111	36.27%
2008 Actual	11,362	85.93%
2009 Actual	4,998	-56.01%
2010 Actual	10,041	100.88%
2011 Actual	6,503	-35.23%
2012 Actual	4,933	-24.14%
2013 Actual	6,016	21.95%
2014 Actual	5,610	-6.74%
2015 Actual	5,835	4.01%
2016 Budget	5,500	-5.74%
2016 Projected	4,002	-27.23%
2017 CM Proposed	4,000	-0.06%



# Refunds & Reimbursements

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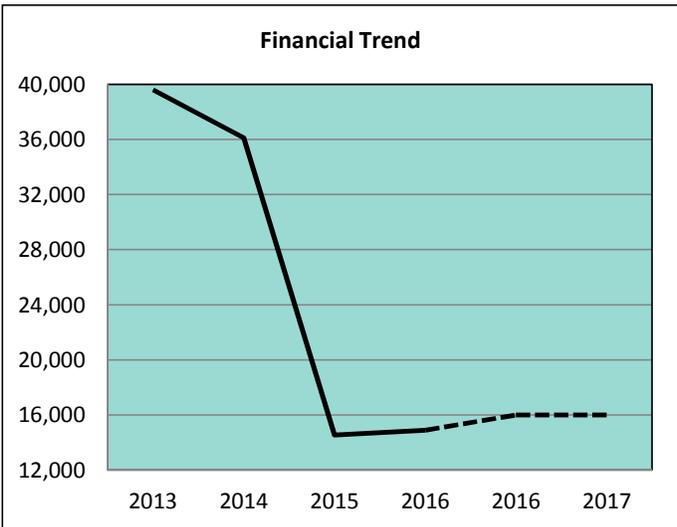
## Revenue Description

**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:

	2014	2015	2016	2017
Insurance refunds	10,572	1,500	2,370	1,500
City gas purchase state tax refund	19,209	9,867	9,468	10,000
Property tax liens (mowing)	4,551	1,400	1,266	1,400
Rebates	2,118	1,911	2,007	2,000

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	78,262	127.30%
2008 Actual	23,279	-70.25%
2009 Actual	110,270	373.68%
2010 Actual	34,393	-68.81%
2011 Actual	47,562	38.29%
2012 Actual	52,168	9.69%
2013 Actual	39,607	-24.08%
2014 Actual	36,112	-8.83%
2015 Actual	14,538	-59.74%
2016 Budget	14,900	2.49%
2016 Projected	16,000	7.38%
2017 CM Proposed	16,000	0.00%



# Interest Revenue

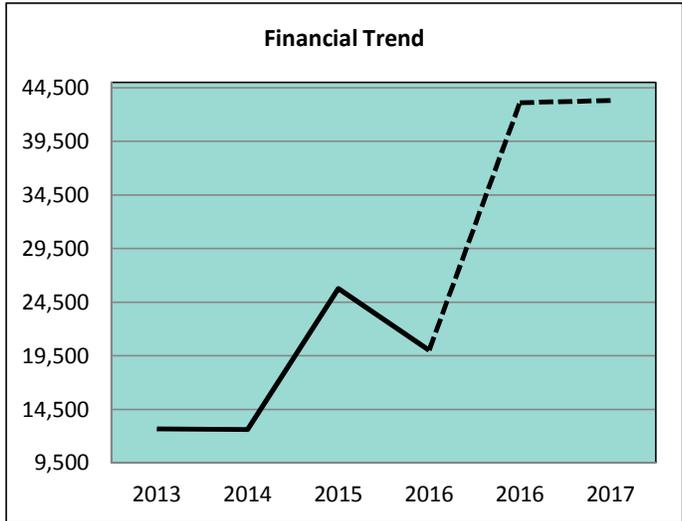
<p><b>General Ledger Codes:</b> 01-00-4350-0000</p>	<p style="text-align: center;"><u><b>Legal Authority:</b></u> State Statute: Chapter 82</p>
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## Revenue Description

**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 the assumption of no change in interest rates or carrying balances of the FY15 investments, however, interest rates have risen slightly throughout the year and continue to do so.

FY17 revenues are based on current interest rates being earned.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	173,794	12.63%
2008 Actual	96,813	-44.29%
2009 Actual	40,023	-58.66%
2010 Actual	26,874	-32.85%
2011 Actual	32,280	20.12%
2012 Actual	9,712	-69.91%
2013 Actual	12,674	30.50%
2014 Actual	12,630	-0.35%
2015 Actual	25,770	104.03%
2016 Budget	20,000	-22.39%
2016 Projected	43,101	115.51%
2017 CM Proposed	43,317	0.50%



# Miscellaneous Revenue

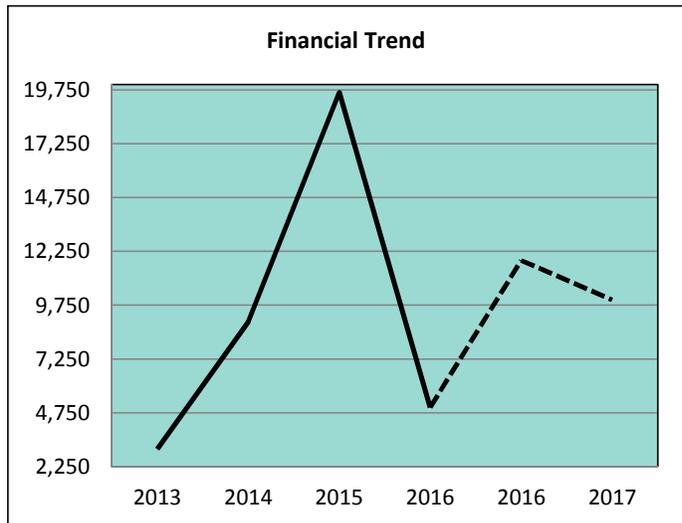
<b>General Ledger Codes:</b> <b>01-00-4370-0000</b>	<b>Legal Authority:</b> <b>State Statute: Chapter 82</b>
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## Revenue Description

**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.

FY16 revenues reflect the sale on multiple items on GovDeals, an auction website, including the sale of a vehicles. FY17 revenues are estimated based on historical trends as well as the intention to continue utilizing the GovDeals auction.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	48,943	219.72%
2008 Actual	26,105	-46.66%
2009 Actual	11,749	-54.99%
2010 Actual	6,490	-44.76%
2011 Actual	1,151	-82.26%
2012 Actual	11,991	941.37%
2013 Actual	3,065	-74.44%
2014 Actual	8,975	192.83%
2015 Actual	19,630	118.72%
2016 Budget	5,000	-74.53%
2016 Projected	11,823	136.46%
2017 CM Proposed	10,000	-15.42%



# Cell Tower Revenue

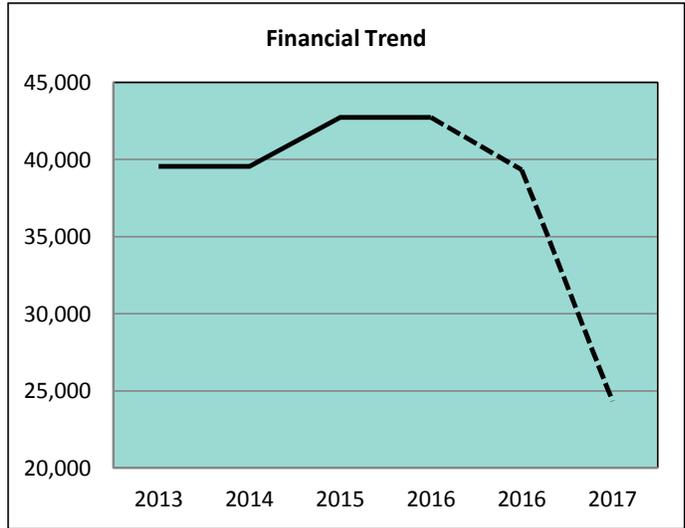
<b>General Ledger Codes:</b> 01-00-4410-0000	<b><u>Legal Authority:</u></b> Municipal Ordinance: 28057 & 26066 State Statute: Chapter 82
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## Revenue Description

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

FY16 revenues are projected to be down due to Cricket Wireless buying out their lease agreement. FY17 revenues are based on current agreements.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	52,800	-2.58%
2008 Actual	34,400	-34.85%
2009 Actual	16,000	-53.49%
2010 Actual	37,152	132.20%
2011 Actual	39,560	6.48%
2012 Actual	39,560	0.00%
2013 Actual	39,560	0.00%
2014 Actual	39,560	0.00%
2015 Actual	42,734	8.02%
2016 Budget	42,734	0.00%
2016 Projected	39,334	-7.96%
2017 CM Proposed	24,334	-38.13%



# Transfer in From Restricted Revenue Fund

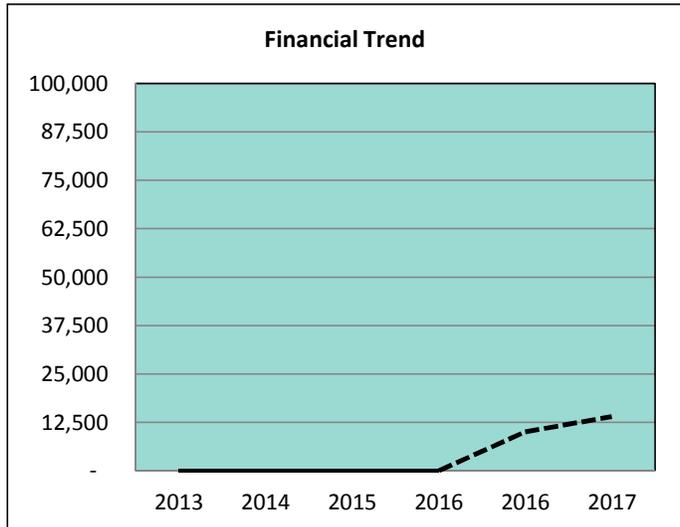
<p><b>General Ledger Codes:</b> 01-00-4904-0000</p>	<p style="text-align: center;"><u><b>Legal Authority:</b></u></p> <p style="text-align: center;">Municipal Ordinance: n/a State Statute: n/a</p>
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## Revenue Description

**Transfer From the Restricted Revenue Fund** - In FY12, revenues associated with this funding source were the direct result of the transfers from the Restricted Revenue Fund (04) of monies deposited there in FY11 to house unused FY2012 funds that were budgeted to supplement salary increases arising out of the FY11 employee compensation/classification study.

FY17 transfer to fund the 2017 Citizen Survey

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	-	N/A
2008 Actual	-	N/A
2009 Actual	-	N/A
2010 Actual	-	N/A
2011 Actual	-	N/A
2012 Actual	94,666	N/A
2013 Actual	-	-100.00%
2014 Actual	-	N/A
2015 Actual	-	N/A
2016 Budget	-	N/A
2016 Projected	10,000	N/A
2017 CM Proposed	14,000	40.00%



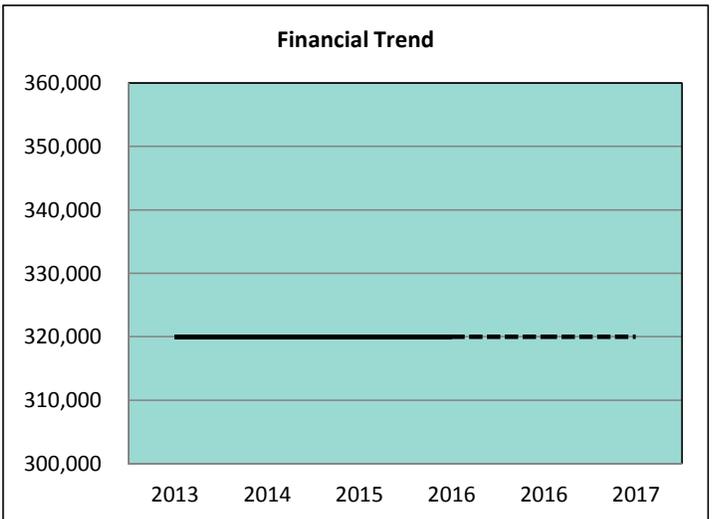
# Transfer in From Transportation Fund

<b>General Ledger Codes:</b> <p style="text-align: center;">01-00-4936-0000</p>	<p style="text-align: center;"><b><u>Legal Authority:</u></b></p> <p style="text-align: center;">Municipal Ordinance: n/a State Statute: n/a</p>
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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
2007 Actual	350,000	-26.32%
2008 Actual	350,000	0.00%
2009 Actual	350,000	0.00%
2010 Actual	340,000	-2.86%
2011 Actual	330,000	-2.94%
2012 Actual	320,000	-3.03%
2013 Actual	320,000	0.00%
2014 Actual	320,000	0.00%
2015 Actual	320,000	0.00%
2016 Budget	320,000	0.00%
2016 Projected	320,000	0.00%
2017 CM Proposed	320,000	0.00%



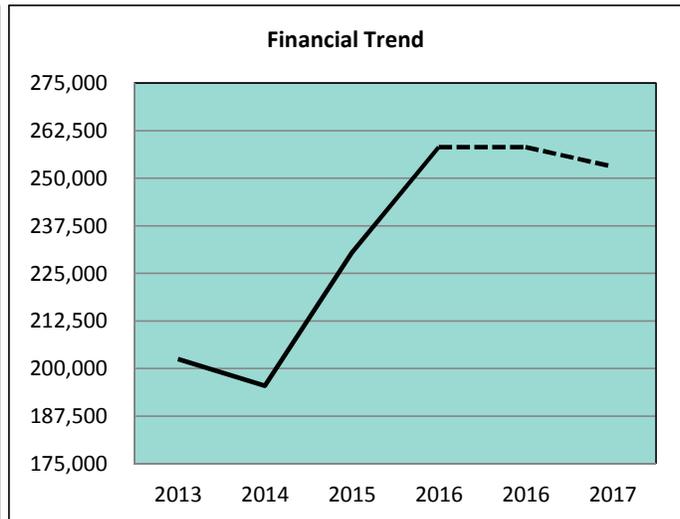
# Transfer in From Stormwater Sales Tax Fund

<b>General Ledger Codes:</b> <b>01-00-4946-0000</b>	<b>Legal Authority:</b> <b>Municipal Ordinance: n/a</b> <b>State Statute: n/a</b>
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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
2007 Actual	-	-100.00%
2008 Actual	141,619	N/A
2009 Actual	183,091	29.28%
2010 Actual	175,511	-4.14%
2011 Actual	182,239	3.83%
2012 Actual	189,262	3.85%
2013 Actual	202,437	6.96%
2014 Actual	195,429	-3.46%
2015 Actual	230,425	17.91%
2016 Budget	258,115	12.02%
2016 Projected	258,115	0.00%
2017 CM Proposed	253,064	-1.96%



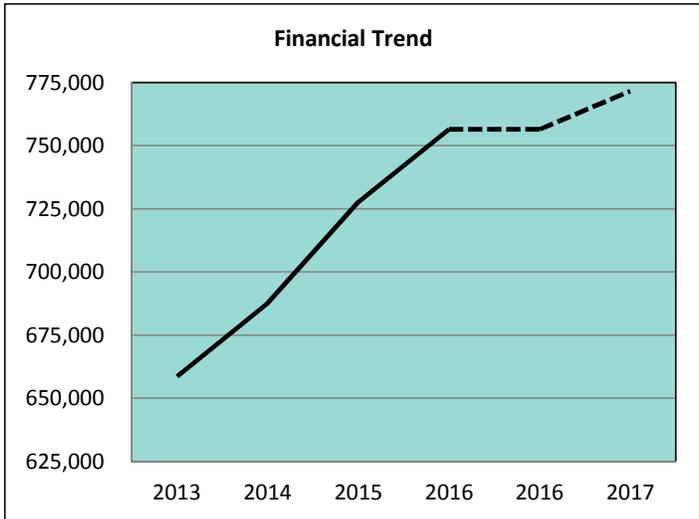
# Transfer in From Enterprise Fund

<b>General Ledger Codes:</b> <p style="text-align: center;">01-00-4950-0000</p>	<p style="text-align: center;"><u>Legal Authority:</u></p> <p style="text-align: center;">Municipal Ordinance: n/a State Statute: n/a</p>
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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
2007 Actual	756,370	35.58%
2008 Actual	559,669	-26.01%
2009 Actual	709,380	26.75%
2010 Actual	587,397	-17.20%
2011 Actual	603,760	2.79%
2012 Actual	630,310	4.40%
2013 Actual	658,676	4.50%
2014 Actual	687,527	4.38%
2015 Actual	727,606	5.83%
2016 Budget	756,464	3.97%
2016 Projected	756,464	0.00%
2017 CM Proposed	771,540	1.99%



# Transfer in From Capital Projects

<p><b>General Ledger Codes:</b> <b>01-00-4998-0000</b></p>	<p style="text-align: center;"><u><b>Legal Authority:</b></u> <b>Municipal Ordinance: n/a</b> <b>State Statute: n/a</b></p>
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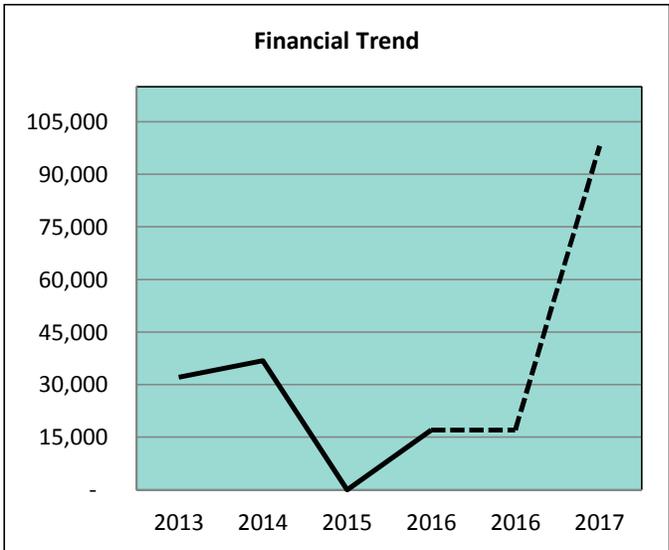
## Revenue Description

**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 FY16 estimated revenue is based on projects listed in the CIP on schedule to be completed during FY17 and shown below:

Annual Sidewalk Program	\$ 6,000
Foxridge Drive Extension	\$37,800
Kentucky Drive	\$35,400
Johnston Drive	\$18,900

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	-	N/A
2008 Actual	148,496	N/A
2009 Actual	-	-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	-	N/A
2016 Budget	17,000	N/A
2016 Projected	17,000	0.00%
2017 CM Proposed	98,100	477.06%





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# ADMINISTRATION

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

### **City Clerk**

This office manages and retains all City records; assists citizens and the media in research of ordinances, contracts and other public information; coordinates the preparation of information required for City Council meetings; provides a permanent record for all Council meetings; coordinates the election process; ensures the City Code is updated and maintained; and issues occupational licenses, reworks permits, and liquor licenses. This program includes the City Clerk and the Deputy City Clerk.

### **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

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

5. Comply with governmental recordkeeping and practice requirements.
6. Provide appropriate legal advice to the governing body.

## **FY 2016 PERFORMANCE SUMMARY**

1. Staff successfully led three major community conversations (Reimagine Raymore) to lay the foundation for a new strategic plan.
2. The Summer Scene Arts Festival and Pop-up Art Project - two projects supported by staff through the Arts Commission - were a success.

## **SIGNIFICANT BUDGETARY ISSUES**

1. This budget includes hiring a branding consultant to create a brand for the city. \$30,000
2. This budget includes funding for the online service request module to work with Pubworks and the city's new website. \$6,567
3. This budget includes additional funding for Raymore Chamber Support. \$4,000
4. This budget includes funding for interpretive signage. \$20,000



# ADMINISTRATION

## COMMUNITY OUTREACH DIVISION

The Community Outreach division is tasked with speaking on behalf of the City on a variety of programs, departments and initiatives with the goal of keeping residents engaged and informed.

Within the Community Outreach Division the Communications Manager edits on a number of weekly, monthly and quarterly publications (both online and in print) that help tell the City's overall story and lets residents know about what is happening in their community. The manager also maintains a constant watch on all online and social media communications ensuring the City continues to provide top level customer service online and through the website.

The Communications Division is also key in developing speaking notes and materials for department heads, the City Manager, Assistant City Manager and elected officials when they are offered the opportunity to speak in the community or at regional events.

The Communications Manager also works closely with local and KC regional media to respond to questions and ensure the City is well represented in all media channels.

### GOALS

1. Successfully publish and distribute the Raymore Review magazine as a means of communication with the community.

2. Improve community engagement by utilizing a variety of outreach tools to seek and collect public input on City programs.
3. Expand video and visual communications through Ch. 7 and YouTube venues.
4. Increase subscriptions to City email communication lists by 10%
5. Develop and reach website goals to ensure residents are finding the information they need and conducting business with the City successfully online.

### FY 2016 PERFORMANCE SUMMARY

1. Staff completed the redevelopment of the city's website.
2. Planned and executed several events related to arts and culture through the Arts Commission
3. Oversaw the redevelopment and redesign of the annual budget and other official City document to make them more accessible to the public.

### SIGNIFICANT BUDGETARY ISSUES

1. This budget includes an amendment of the salary chart of the Communications Manager position to be moved from Range 13 to Range 18. Cost - \$5,083.

# 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. Provide equal employment, promotion, and transfer opportunities for applicants and employees.
2. Oversee and facilitate employee training and development for all personnel.
3. Administer the City's total compensation program, including salary and benefits.
4. Provide a comprehensive employee safety, loss control and risk management program.

### FY 2016 PERFORMANCE SUMMARY

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

### SIGNIFICANT BUDGETARY ISSUES

1. There are no significant budgetary issues for FY2017.

# ADMINISTRATION



# ADMINISTRATION

## By Category

	2013-14	2014-15	2015-16	2015-16	2016-17		2016-17
	Actual	Actual	Budget*	Projected	Department Requested	2016-17 C.M. Proposed	Council Adopted
Personnel	572,267	646,926	742,266	739,123	730,086	770,251	770,251
Commodities	15,590	23,938	21,986	25,874	20,450	20,450	20,450
Maintenance and Repairs	594	1,752	1,300	1,740	2,000	2,000	2,000
Utilities	0	0	0	0	0	0	0
Contractual	212,219	254,427	384,429	356,712	410,748	440,748	464,748
Capital Outlay	0	0	12,000	11,346	0	0	0
Debt Service	0	0	0	0	0	0	0
Transfers/Miscellaneous	26,160	26,160	26,160	26,160	19,160	19,160	19,160
<b>Total</b>	<b>826,830</b>	<b>953,202</b>	<b>1,188,141</b>	<b>1,160,955</b>	<b>1,182,444</b>	<b>1,252,609</b>	<b>1,276,609</b>

\* included budget amendments

## Department Position Control Roster

	2014-15	2015-16	2016-17
	Actual	Actual	Adopted
City Manager	1.00	1.00	1.00
Assistant 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 *	0.90	1.50	1.50
Communications Manager **	0.50	1.00	1.00
Graphic Design Assistant ***	0.00	0.50	0.50
<b>Total FTE</b>	<b>6.40</b>	<b>8.00</b>	<b>8.00</b>

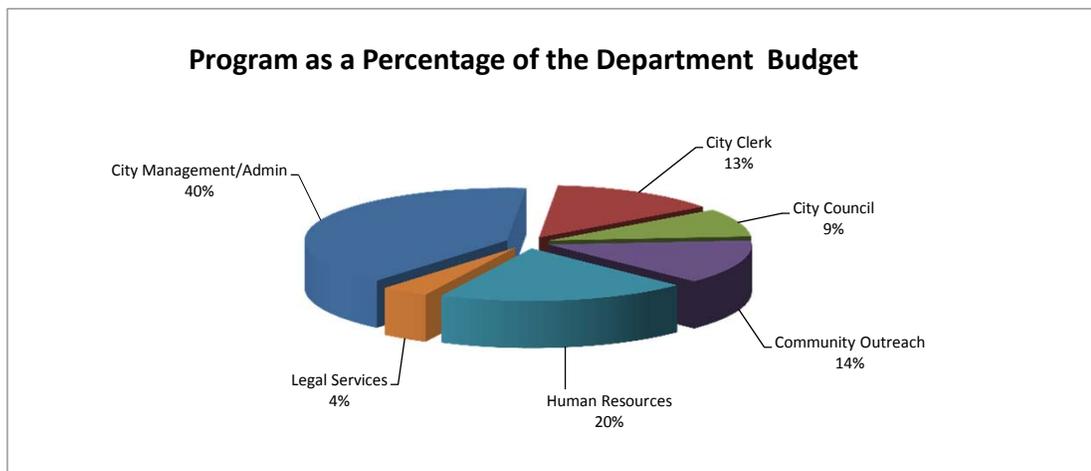
\* FY15 reallocated 0.10 FTE from Community Development, FY16 reallocated 0.50 FTE from Economic Development

\*\* This position was moved during FY15 to be fully funded in the Administration Department of the General Fund from the Park Fund

\*\*\* This position was created during FY16 along with the reduction/reallocation of the FT Admin Assistant with Bill 3124

## By Program

City Management/Admin	550,679
City Clerk	165,241
City Council	106,712
Community Outreach	126,890
Human Resources	243,087
Legal Services	84,000
<b>Total</b>	<b>1,276,609</b>



# INFORMATION TECHNOLOGY

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

## PROGRAMS

### **System Administration**

*Network Administration* – The City of Raymore’s local area network is built using the core services of the Windows 2008, and 2012 Server Operation System. These servers provide services used by all PC users such as sharing files, access to network printers, and service to access email and Internet connections. Workstation operating systems used are Windows 7, Windows 8, and Mac OS.

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

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

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

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

### **Client Support**

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

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

### **Capital Asset Replacement**

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

### **Technology Training**

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

## **GOALS**

1. Provide reliable communication and network services to City staff, businesses, and to the citizens of Raymore.
2. Maintain a high level of security and disaster recovery capability.
3. Deliver timely and effective service to customer requirements through communication, teamwork, and a skilled staff.
4. Ensure effective technical and fiscal management of departments resources.
5. Continue user education programs for security training, end-user software products and telecom systems. Provide focused training in Google Apps for Government, and network security.
6. Installation of 28 workstations through the computer replacement program.
7. Implement a redundant cloud-hosted phone system for City Hall and future City facilities.
8. Construct a fiber connection between City Hall and future City facilities.
9. Plan for and implement technology in future city facilities

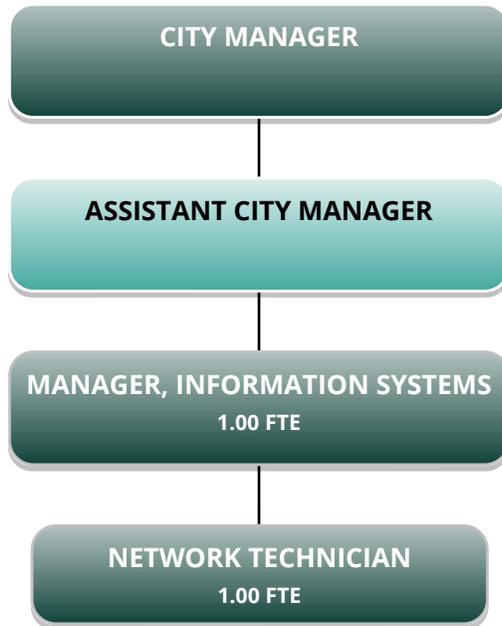
## **FY 2016 PERFORMANCE SUMMARY**

1. Replaced 22 computer workstations.
2. Provided system security and Internet safety training.
3. Replaced the Public Works telephone system to a cloud-hosted redundant system.
4. Installed a new audio system in the Council Chambers.
5. Installed a new video production system in the Council Chambers.
6. Improved the snow map system for use by Public Works and citizens of Raymore.
7. Converted the City's Code Red employee emergency notification system to Cass County's Everbridge hosted system.

## **SIGNIFICANT BUDGETARY ISSUES**

1. The software maintenance cost for FY 2017 is \$169,956.
2. The FY 2017 budget calls for replacement of computers according to the standard computer schedule in the amount of \$45,200.

# INFORMATION TECHNOLOGY SERVICES



# INFORMATION TECHNOLOGY

## By Category

	2013-14 Actual	2014-15 Actual	2015-16 Budget*	2015-16 Projected	2016-17 Department Requested	2016-17 C.M. Proposed	2016-17 Council Adopted
Personnel	156,795	161,993	168,158	167,362	172,075	181,284	181,284
Commodities	51,146	49,886	68,745	68,875	64,400	64,400	64,400
Maintenance and Repairs	0	0	0	0	100	100	100
Utilities	0	0	0	0	0	0	0
Contractual	137,728	171,336	195,761	183,850	225,426	231,993	231,993
Capital Outlay	29,640	20,041	20,358	14,984	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>375,309</b>	<b>403,255</b>	<b>453,022</b>	<b>435,071</b>	<b>462,001</b>	<b>477,777</b>	<b>477,777</b>

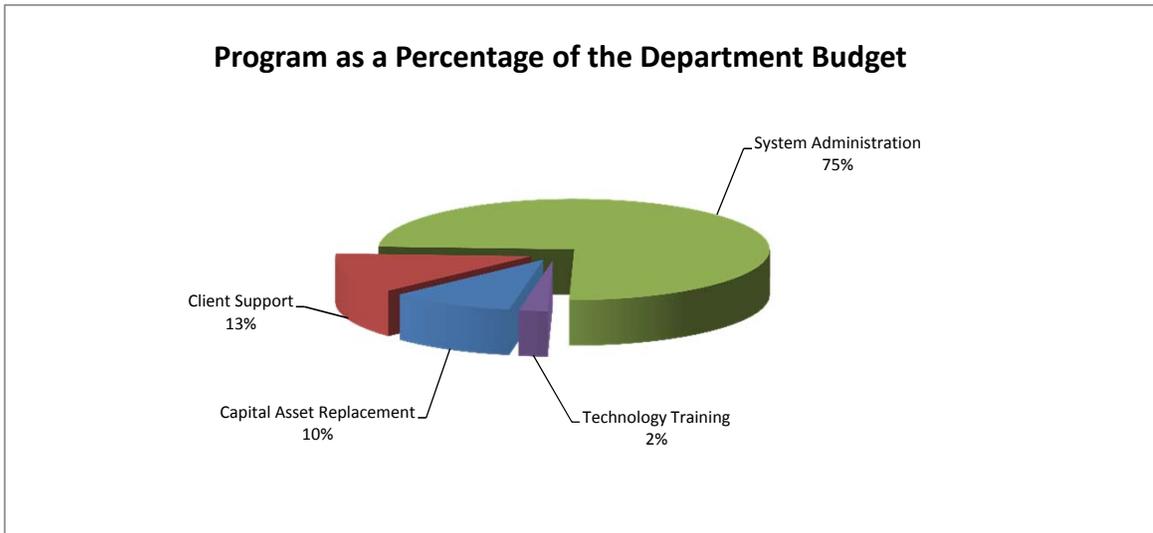
\* included budget amendments

## Department Position Control Roster

	2014-15 Actual	2015-16 Actual	2016-17 Adopted
Manager, Information Systems	1.00	1.00	1.00
Network Technician	1.00	1.00	1.00
<b>Total FTE</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

## By Program

Capital Asset Replacement	48,911
Client Support	61,306
System Administration	356,255
Technology Training	11,305
<b>Total</b>	<b>477,777</b>



# ECONOMIC DEVELOPMENT

The primary focus of the Economic Development Department is the retention and expansion of existing Raymore businesses and the provision of assistance to new commercial, office and industrial businesses locating in the city.

The department, consisting of the director, provides support to the Mayor, City Council and the Tax Increment Financing (TIF) Commission.

The department is charged with creating an environment that will be responsive to the concerns of residents and the development community, and improving the quality of life in the city by maintaining and improving the City's tax base. The department develops and administers plans, programs and economic development projects consistent with economic and community goals.

## PROGRAMS

### **Administration**

Respond in an efficient manner to citizen, Mayor, City Council, City Administration, developer and commercial business representative inquiries 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 partnerships with the Missouri Partnership, Missouri Department of Economic Development (MO DED), Kansas City Area Development Council (KCADC), Cass County Corporation for Economic Development (CCCED), other local Economic Development Organizations across the metro area, professional organizations, trade shows, impact trips and the real estate development and brokerage community.

Create and update marketing materials; maintain a 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 available locations within the community.

## GOALS

1. Recruit aesthetically appealing, high-quality real estate development projects that align with the community's desires.
2. Enhance the pursuit of attracting industries and businesses that have the ability to dramatically strengthen the employment and economic

base of Raymore (often referred to as “primary employers”).

3. Visit with and offer assistance to at least 40 existing businesses that call Raymore home.
4. Make Raymore the place to live for a diverse array of residents and workers of surrounding large employers.
5. Execute the completion of a comprehensive Retail Commercial Strategy for the community.
6. Coordinate and further advance the establishment of an extensive workforce development program.

## SIGNIFICANT BUDGETARY ISSUES

1. This budget includes funding to engage a retail commercial consulting firm to initiate the completion of a long-term retail strategy. \$50,000
2. This budget includes additional funding for marketing. \$5,000

## FY 2016 PERFORMANCE SUMMARY

1. Welcomed “Raymore Marketplace,” a high-profile commercial redevelopment project located at the southeast corner of 58 Highway and Dean Avenue, that will include Kay Jewelers, Qdoba Mexican Eats, Panda Express, plus more commercial tenants to be announced.
2. Originated business retention and expansion survey interviews with nearly 20 existing businesses throughout Raymore.
3. Responded to multiple requests for information for new development projects from the Missouri Partnership, Kansas City Area Development Council (KCADC) and other sources.
4. Hosted community and site tours for 12 groups of real estate developers, brokers and others interested in development opportunities in Raymore.
5. Greeted 12 new businesses that generated approximately 93 new jobs in Raymore, retained 6 businesses that kept 20 jobs in the area, and held 6 ribbon cutting ceremonies with the Chamber of Commerce.
6. Working with the Cass County Corporation for Economic Development (CCCED) and other Cass County communities in establishing a robust, comprehensive workforce development program in order to attract larger employers who offer higher skilled careers.



# ECONOMIC DEVELOPMENT



# ECONOMIC DEVELOPMENT

## By Category

	2013-14	2014-15	2015-16	2015-16	2016-17		2016-17
	Actual	Actual	Budget	Projected	Department Requested	2016-17 C.M. Proposed	Council Adopted
Personnel	180,802	174,661	118,992	110,147	108,279	113,732	113,732
Commodities	612	626	1,200	4,609	100	100	100
Maintenance and Repairs	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0
Contractual	32,252	31,380	48,228	44,330	43,025	93,025	98,025
Capital Outlay	0	4,254	0	0	5,000	5,000	5,000
Debt Service	0	0	0	0	0	0	0
Transfers/Miscellaneous	0	0	0	0	0	0	0
<b>Total</b>	<b>213,665</b>	<b>210,921</b>	<b>168,420</b>	<b>159,086</b>	<b>156,404</b>	<b>211,857</b>	<b>216,857</b>

## Department Position Control Roster

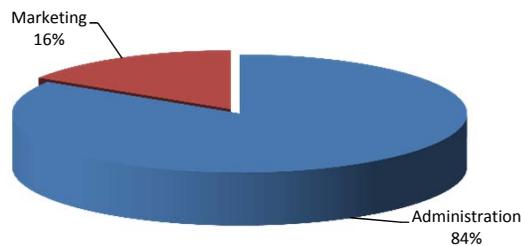
	2014-15 Actual	2015-16 Actual	2016-17 Adopted
Economic Development Director	1.00	1.00	1.00
Administrative Assistant *	1.00	0.00	0.00
<b>Total FTE</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>

\* FY16 budget amendment to reorganize the department and move to Administration

## By Program

Administration	182,082
Marketing	34,775
<b>Total</b>	<b>216,857</b>

**Program as a Percentage of the Department Budget**



# COMMUNITY DEVELOPMENT

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

## PROGRAMS & GOALS

### **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 other programs, personnel management and budget administration.

### **Operations Division**

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, engineering, police, parks and other City departments as necessary.

### **Planning & Zoning**

The services in this program include those associated with comprehensive planning, rezoning, conditional use permitting and platting processes, 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

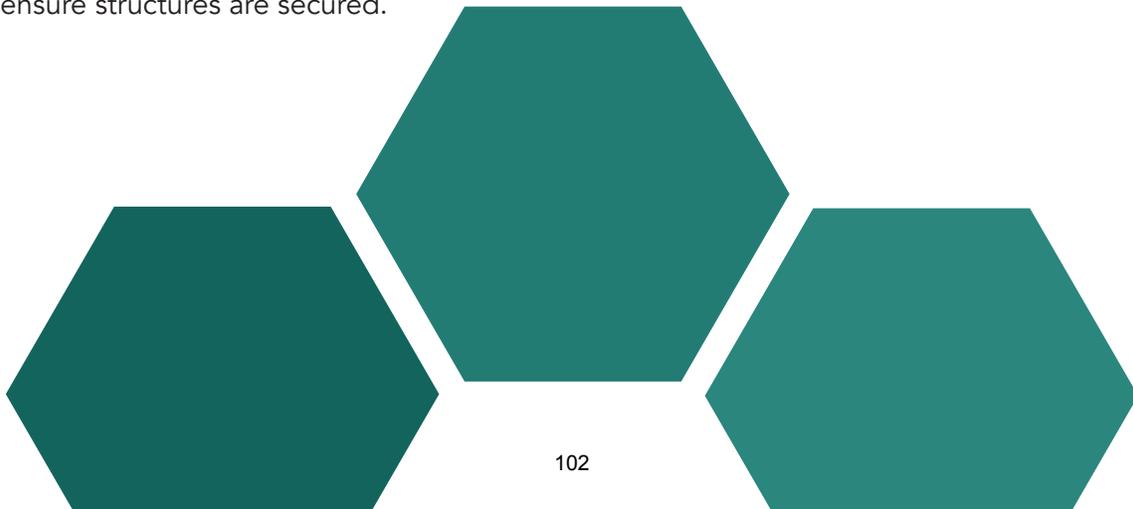
1. Engage the public in decisions that impact the entire community, such as the Growth Management Plan.
2. Continue annual evaluation of current zoning and subdivision regulations to ensure that community goals and needs are supported.
3. Continue work on implementation of the 19 Goal Statements included in the Growth Management Plan.
4. Complete assessment phase of Community for All Ages initiative to secure silver level recognition.
5. Complete application for recognition as a Walk Friendly Community
6. Continued implementation of a proactive inspection procedure for property maintenance code violations. Building inspectors completed a drive-by inspection of all properties in the City and commenced enforcement procedures on those properties deemed to have a violation of the property maintenance code.
7. Continued creation of excerpts from the Unified Development Code that provides quick reference material for residents and applicants.
8. Updated the Building Codes Interpretation Manual that includes common plan check corrections and interpretations of various building code provisions.
9. Assisted the Planning and Zoning Commission with implementation of the adopted Growth Management Plan
10. Expanded the online permitting program that allows homeowners and contractors to submit and pay for certain building permits online.
11. Completed application and work necessary for Raymore to obtain Gold Level recognition as a Solar Ready Community.

## FY 2016 PERFORMANCE SUMMARY

1. Completed three amendment to the Unified Development Code.
2. Continued to increase mapping and data capabilities of internal ArcIMS site for all employees to access GIS information.
3. Provided in-house review of all building plans for residential and commercial projects.
4. Maintained a development report that is updated monthly to reflect existing housing units, units under construction, and available building lots in the City.
5. Administered a program to register properties that have been foreclosed on and complete weekly inspections to ensure code compliance and ensure structures are secured.

## SIGNIFICANT BUDGETARY ISSUES

1. The City's Growth Management Plan is updated every 5 to 10 years. When the update occurs, it is typically expensive. A transfer of \$10,000 per year is made from the General Fund to the Restricted Revenue Fund to save for the cost of a new update in the future.
2. Due to the increase in development activity in the community and the number of planning initiatives being proposed, a request to re-establish the Associate Planner position in FY17 has been proposed.



# COMMUNITY DEVELOPMENT



# COMMUNITY DEVELOPMENT

## By Category

	2013-14	2014-15	2015-16	2015-16	2016-17		2016-17
	Actual	Actual	Budget	Projected	Department Requested	2016-17 C.M. Proposed	Council Adopted
Personnel	490,901	475,647	500,125	482,738	506,814	595,076	595,076
Commodities	11,524	12,218	14,449	13,045	14,250	14,450	14,450
Maintenance and Repairs	364	1,209	1,600	700	800	800	800
Utilities	0	0	0	0	0	0	0
Contractual	32,769	25,324	33,875	29,066	33,451	37,101	37,101
Capital Outlay	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0
Transfers/Miscellaneous	19,994	19,994	21,704	21,704	19,047	19,047	19,047
<b>Total</b>	<b>555,551</b>	<b>534,391</b>	<b>571,753</b>	<b>547,253</b>	<b>574,362</b>	<b>666,474</b>	<b>666,474</b>

## Department Position Control Roster

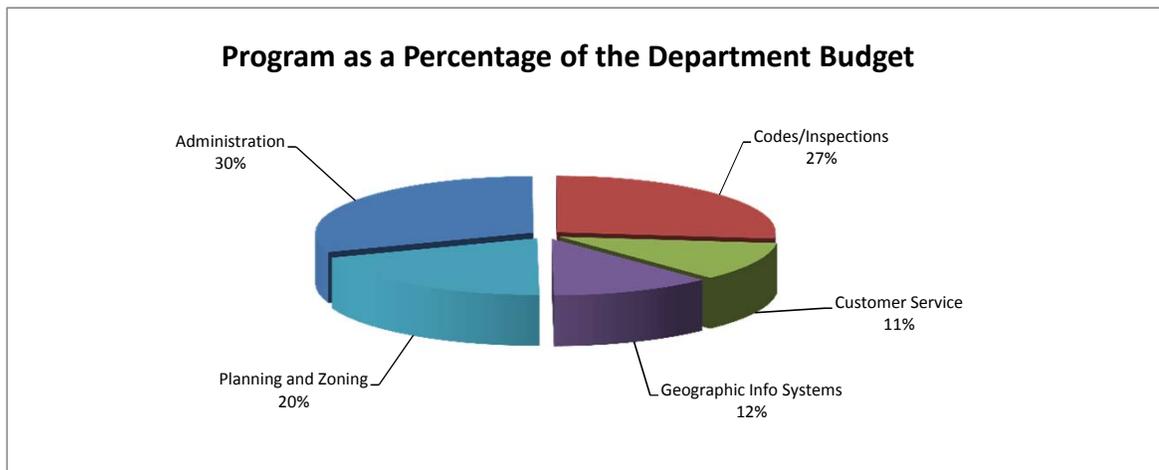
	2014-15	2015-16	2016-17
	Actual	Actual	Adopted
Director, Community Development	1.00	1.00	1.00
Associate Planner**	0.00	0.00	1.00
GIS Coordinator	1.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00
Building Official	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00
Administrative Assistant *	0.10	0.00	0.00
Permit Technician	1.00	1.00	1.00
<b>Total FTE</b>	<b>6.10</b>	<b>6.00</b>	<b>7.00</b>

\* reallocating additional staff time from Community Development to Human Resources

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

## By Program

Administration	203,214
Codes/Inspections	178,938
Customer Service	74,165
Geographic Info Systems	79,465
Planning and Zoning	130,692
<b>Total</b>	<b>666,474</b>



# **PUBLIC WORKS ENGINEERING DIVISION**

The Public Works Department is organized into two functions: Engineering and Operations. Engineering is involved in 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 involved in 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 and state agencies as well as neighboring communities. The Engineering Department consists of the Public Works Director, the Public Works Assistant Director (Engineering), two Engineering Technicians and one 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. It includes providing information, statistics and standards manuals to residents, contractors, businesses and the development community.

### ***Infrastructure Improvement***

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

### ***Support to Development***

The services in this program include those associated with rezoning, conditional use permitting 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 and determining the need for access management.

## GOALS

1. Continue to explore opportunities with adjacent communities to jointly bid projects.
2. Continue to develop and implement long-range street maintenance/repair/replacement plans and funding strategies based on the City's Pavement Management System.
3. Continue to be actively involved in the APWA Accreditation process.

## SIGNIFICANT BUDGETARY ISSUES

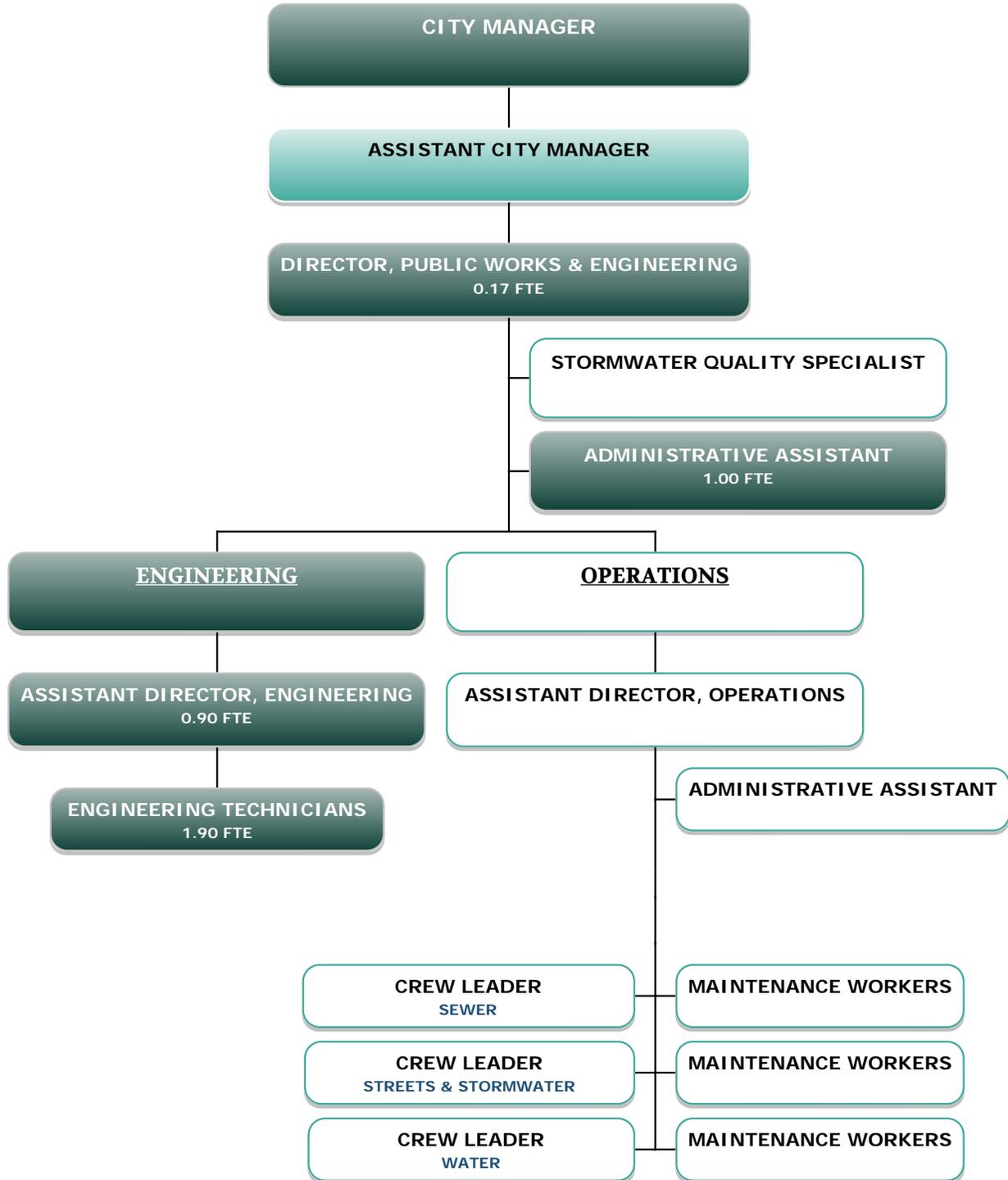
1. There are no significant budgetary issues this fiscal year.

## FY 2016 PERFORMANCE SUMMARY

1. Continued implementation of the recommendations of the Pavement Management Program.
2. Participated with the cities of Belton, Peculiar, and Pleasant Hill in a joint bid of street maintenance projects.
3. Participated in the MARC Transportation Priorities Committee which oversees the distribution of transportation funding.
4. Coordinated design and construction of the annual Street Preservation program, annual Curb Replacement program, FY 2016 Sidewalk Installation program, and other CIP Projects
5. Completed an inspection of the condition of curbs throughout the City. This information will be used to update the curb program replacement schedules.



# ENGINEERING



# ENGINEERING

## By Category

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Department Requested	2016-17 C.M. Proposed	2016-17 Council Adopted
Personnel	372,393	356,845	342,032	321,485	342,309	359,727	359,727
Commodities	7,174	6,135	9,879	8,340	9,880	9,880	9,880
Maintenance and Repairs	503	3,680	4,500	4,500	4,500	4,500	4,500
Utilities	0	0	0	0	0	0	0
Contractual	52,810	14,738	21,148	24,948	23,224	23,224	23,224
Capital Outlay	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0
Transfers/Miscellaneous	12,629	11,624	11,624	11,624	11,624	11,624	11,624
<b>Total</b>	<b>445,508</b>	<b>393,022</b>	<b>389,183</b>	<b>370,897</b>	<b>391,537</b>	<b>408,955</b>	<b>408,955</b>

## Department Position Control Roster

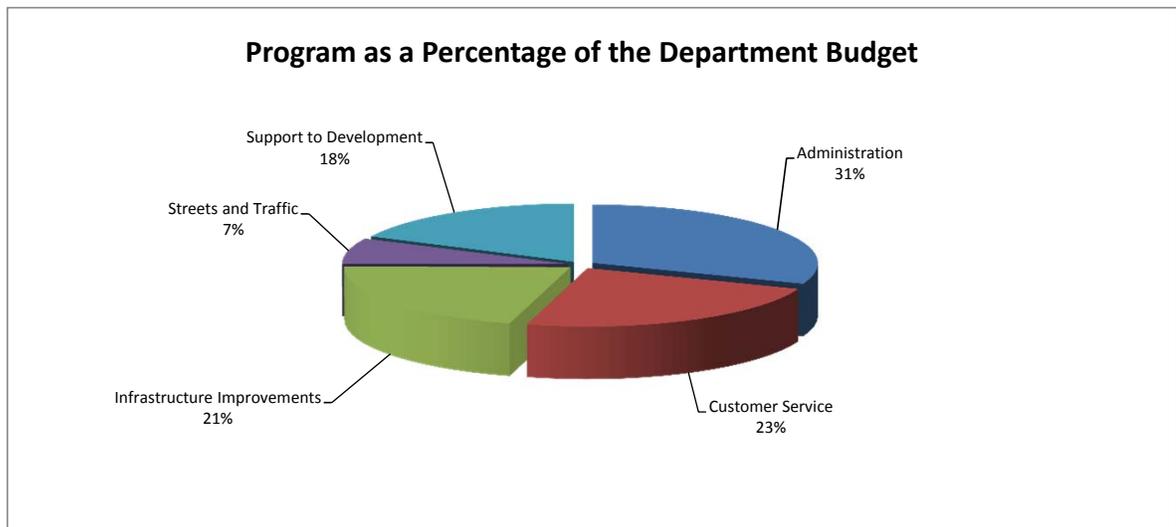
	2014-15 Actual	2015-16 Actual	2016-17 Adopted
Director, Public Works and Engineering*	0.25	0.17	0.17
Assistant Director, PW-Engineering	0.80	0.90	0.90
Engineering Technicians **	2.00	1.90	1.90
Administrative Assistant	1.00	1.00	1.00
<b>Total FTE</b>	<b>4.05</b>	<b>3.97</b>	<b>3.97</b>

\* reallocation of staffing to Buildings & Grounds

\*\* reallocation of staffing to Stormwater

## By Program

Administration	125,966
Customer Service	96,216
Infrastructure Improvements	84,879
Streets and Traffic	29,108
Support to Development	72,786
<b>Total</b>	<b>408,955</b>



# PUBLIC WORKS STREETS

The Operation & Maintenance division includes four sections: Street, Storm, Water and Sanitary. The Public Works Assistant Director and the administrative assistant handle the administration of these sections. The Assistant Director handles human resources, work detail, approval of work schedules, priority of work and customer service. The Assistant Director reports directly to the Public Works Director.

The Street Department is involved in the maintenance of the 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, Crew Leaders, maintenance workers and the administrative assistant, all of whom also work in the Water, Storm and Sanitary divisions.

## 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.

### **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

1. Continue to implement career development/training plans for division employees.
2. Explore intergovernmental relationships to positively affect city infrastructure.
3. Assist with the MARC Household Hazardous Waste event.
4. Continue and expand the use of the Computerized Maintenance Management System for complaint tracking, work requests, work order generation, inventory control system, maintenance of infrastructure and effective job and activity costing.
5. Conduct crack sealing, pothole patching, and

other maintenance operations associated with extending the life expectancy of Raymore's streets.

6. Regularly inventory, assess, and upgrade the City's current street signs and striping in accordance with MUTCD reflectivity standards
7. Inventory, assess and program sidewalk repairs throughout the City.

inclement weather treatment. \$67,500

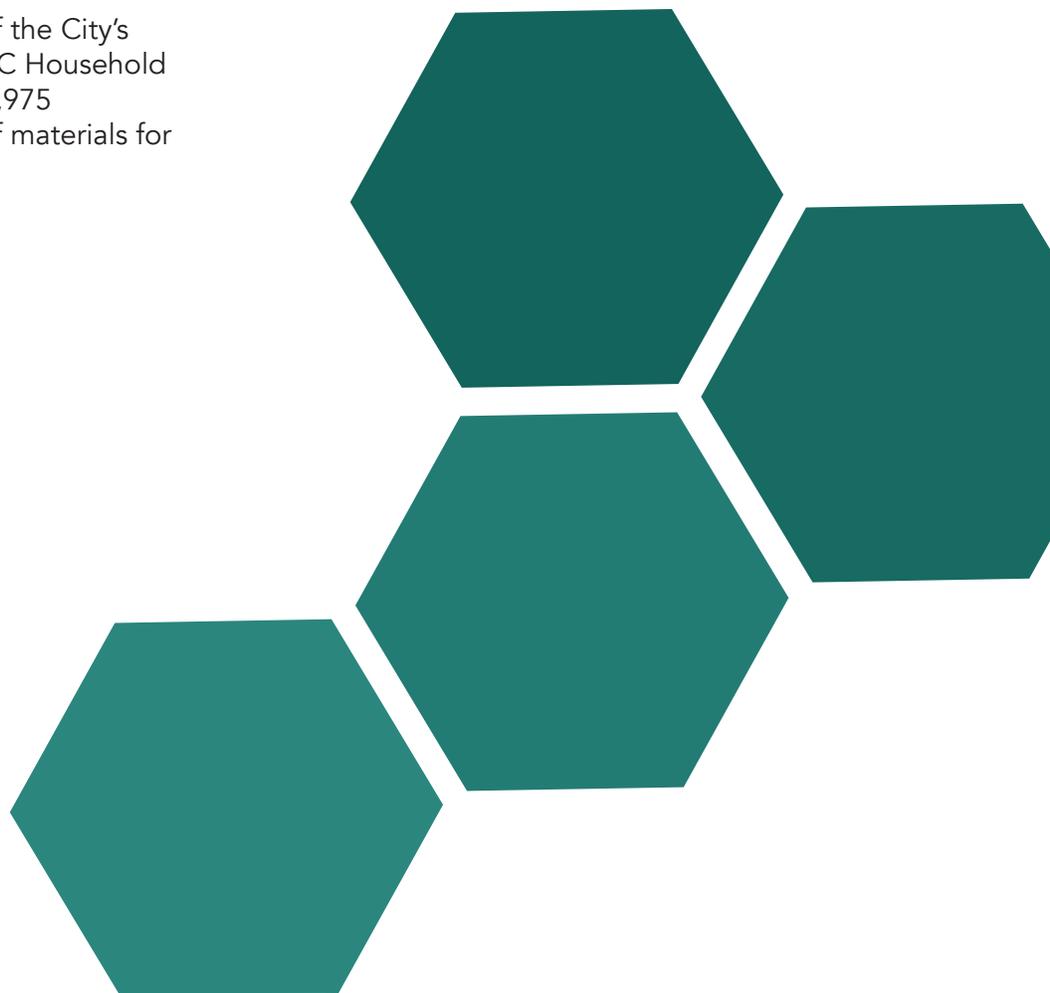
3. This budget includes the cost of materials for row of way maintenance. \$29,000
4. This budget includes the cost of materials for street maintenance. \$70,000

## FY 2016 PERFORMANCE SUMMARY

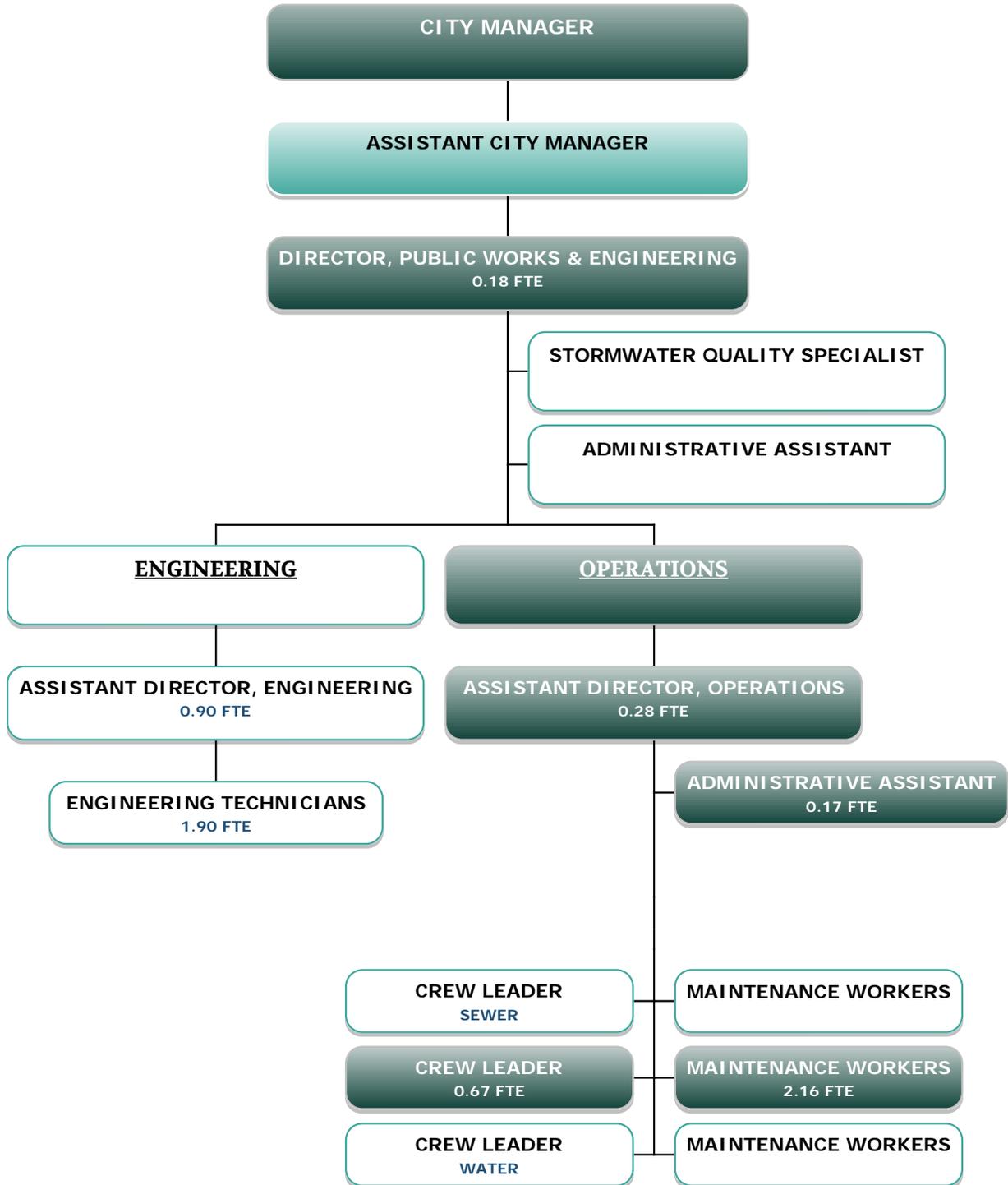
1. Snow crews mobilized for 7 snow events.
2. Crews used approximately 200 tons of asphalt and 100 yards of concrete to make street repairs and patch potholes at various locations around the City.
3. Public Works continued the semi-annual paint striping for 58 Highway and annual striping for other locations.
4. The mudjacking crew completed repairs on more than 5,000 feet of sidewalk at an estimated cost savings of \$100,000 over removal and replacement.

## SIGNIFICANT BUDGETARY ISSUES

1. This budget includes the cost of the City's participation in the annual MARC Household Hazardous Waste program. \$19,975
2. This budget includes the cost of materials for



# STREETS



# STREETS

## By Category

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Department Requested	2016-17 C.M. Proposed	2016-17 Council Adopted
Personnel	247,867	251,503	310,647	230,333	293,711	307,888	307,888
Commodities	118,203	94,243	145,796	102,214	130,365	130,365	130,365
Maintenance and Repairs	56,890	46,568	65,500	65,500	65,500	65,500	65,500
Utilities	3,120	2,479	2,556	2,700	2,808	2,808	2,808
Contractual	481,139	501,697	532,400	454,559	260,310	260,310	260,310
Capital Outlay	0	64,150	65,750	68,725	0	0	0
Debt Service	0	0	0	0	0	0	0
Transfers/Miscellaneous	162,285	94,018	94,209	94,209	96,787	96,787	96,787
<b>Total</b>	<b>1,069,504</b>	<b>1,054,660</b>	<b>1,216,858</b>	<b>1,018,240</b>	<b>849,481</b>	<b>863,658</b>	<b>863,658</b>

## Department Position Control Roster

	2014-15 Actual	2015-16 Actual	2016-17 Adopted
Director, Public Works & Engineering *	0.25	0.18	0.18
Assistant Director, PW-Operations	0.28	0.28	0.28
Public Works Field Supervisor**	0.26	0.00	0.00
Crew Leader	0.67	0.67	0.67
Maintenance Workers I & II ***	1.50	2.16	2.16
Administrative Assistant	0.16	0.17	0.17
<b>Total FTE</b>	<b>3.12</b>	<b>3.46</b>	<b>3.46</b>

\* reallocation of staffing to Buildings & Grounds

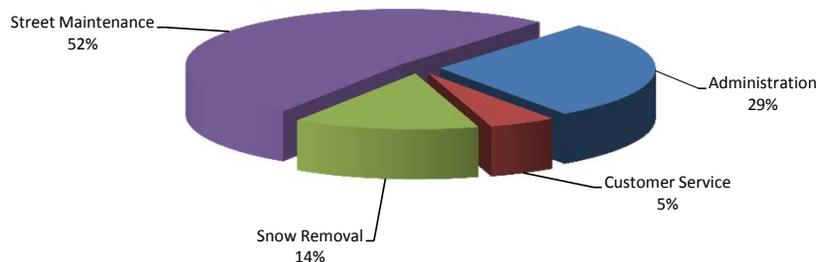
\*\* Elimination of position after the 1st Qtr

\*\*\* Creation of two FTE's to replacing the Field Supervisor

## By Program

Administration	251,451
Customer Service	43,635
Snow Removal	120,296
Street Maintenance	448,276
<b>Total</b>	<b>863,658</b>

### Program as a Percentage of the Department Budget



# BUILDINGS & GROUNDS

The Buildings and Grounds Department is responsible for maintaining City buildings and grounds, and is managed by the Public Works Director. The department oversees contracts for professional services for the maintenance and repair to the City's Municipal Complex and mechanical equipment. The department staff care for the facility on a day-to-day basis and consist of a Building Maintenance Technician with assistance from other members of the Parks Department to complete lawn care, landscaping, maintenance and repairs, and contract management.

## PROGRAMS

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

## GOALS

1. Continue implementation of a routine preventive maintenance plan.
2. Establish levels of service for weekly grounds care.
3. Continue to improve the care and maintenance of landscaping beds around the City's facilities.
4. Contract the application of weed control and

fertilization of the grounds located at City Hall and Public Works Facility.

5. Continue efforts toward sustainable building operations including the installation of automatic room lighting controls and automatic flush valves in restrooms.
6. Continue leak detection efforts and remediation of all water leaks in and around City Hall.

## FY 2016 PERFORMANCE SUMMARY

1. Completed operations and maintenance building roof repairs.
2. The Fluorescent Lights in City Hall and the Operations and Maintenance Bay of the Public Works Building were converted to LED lights. This has resulted in an average energy reduction of approximately 20% per month.

## SIGNIFICANT BUDGETARY ISSUES

1. In response to a proposed rental increase for building floor mats, the Building Maintenance Technician investigated purchasing mats and useful life. Based on the useful life of 5 years, direct purchase of the mats will result in a cost savings of approximately \$14,000 over the 5-year period.

# BUILDINGS & GROUNDS



# BUILDINGS & GROUNDS

## By Category

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Department Requested	2016-17 C.M. Proposed	2016-17 Council Adopted
Personnel	123,044	124,978	134,713	134,095	137,792	138,711	138,711
Commodities	1,604	1,776	2,225	1,615	5,795	5,795	5,795
Maintenance and Repairs	19,329	18,784	23,520	23,990	23,020	23,020	23,020
Utilities	115,253	112,237	109,112	92,300	99,210	99,210	99,210
Contractual	22,699	24,499	38,840	38,540	36,980	36,980	36,980
Capital Outlay	1,387	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>283,317</b>	<b>282,274</b>	<b>308,410</b>	<b>290,540</b>	<b>302,797</b>	<b>303,716</b>	<b>303,716</b>

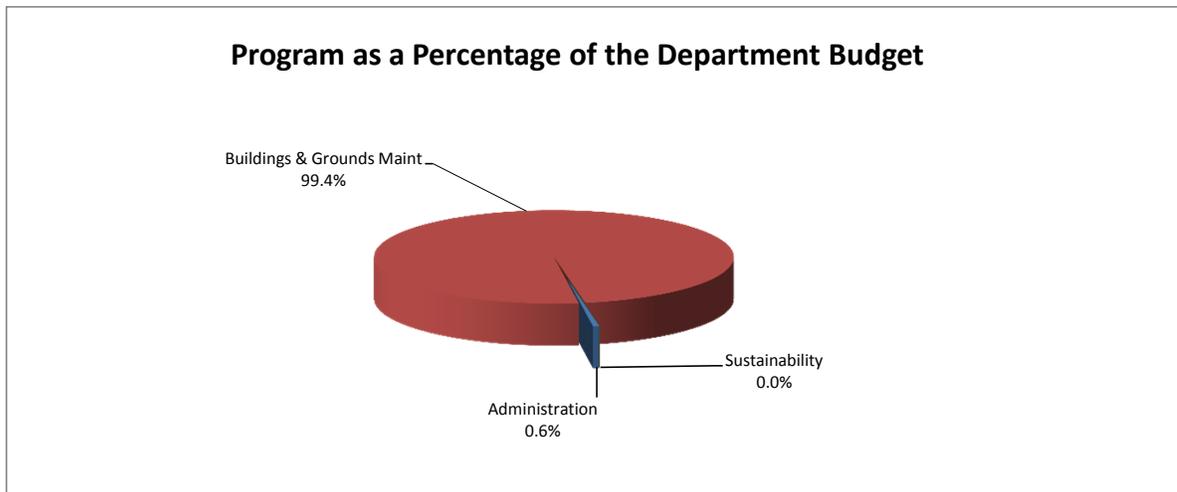
## Department Position Control Roster

	2014-15 Actual	2015-16 Actual	2016-17 Adopted
Director, Public Works	0.15	0.15	0.15
Crew Leader, Parks Maintenance	0.25	0.25	0.25
Parks Maintenance Workers I & II	0.50	0.50	0.50
Office Assistant *	0.20	0.10	0.10
Building Technician	1.00	1.00	1.00
Superintendent, Parks Operations	0.20	0.20	0.20
<b>Total FTE</b>	<b>2.30</b>	<b>2.20</b>	<b>2.20</b>

\* FY16 reallocated the position

## By Program

Administration	1,700
Buildings & Grounds Maint	302,016
Sustainability	0
<b>Total</b>	<b>303,716</b>





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# STORMWATER WATER QUALITY DIVISION

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 comprised 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.

## FY 2016 PERFORMANCE SUMMARY

1. Reorganized the department to create a Stormwater Quality Specialist position. The duties of this position include implementation of the City's NPDES Phase II Stormwater Management Plan to assure compliance with State and Federal Requirements.
2. Completed and adopted the City's Stormwater Management Plan.

3. Updated the City's Stream Setback ordinance to include an additional 1,200 acres of undeveloped property.

## **SIGNIFICANT BUDGETARY ISSUES**

1. This budget includes a request for a summer intern to assist with inspection of erosion control measures with the increased housing permits.  
\$7,197



# STORMWATER SYSTEM MAINTENANCE DIVISION

The Stormwater Department's System Maintenance division is involved in flood control, system maintenance and pollution prevention. 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 System Maintenance division is comprised of the public works assistant director, crew leaders, maintenance workers, 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.

### **Flood Control**

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

- Administration of the Flood Plain 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 includes tasks such as:

- Storm inlet cleaning and inspection.
- Under road culvert cleaning and inspection.

## FY 2016 PERFORMANCE SUMMARY

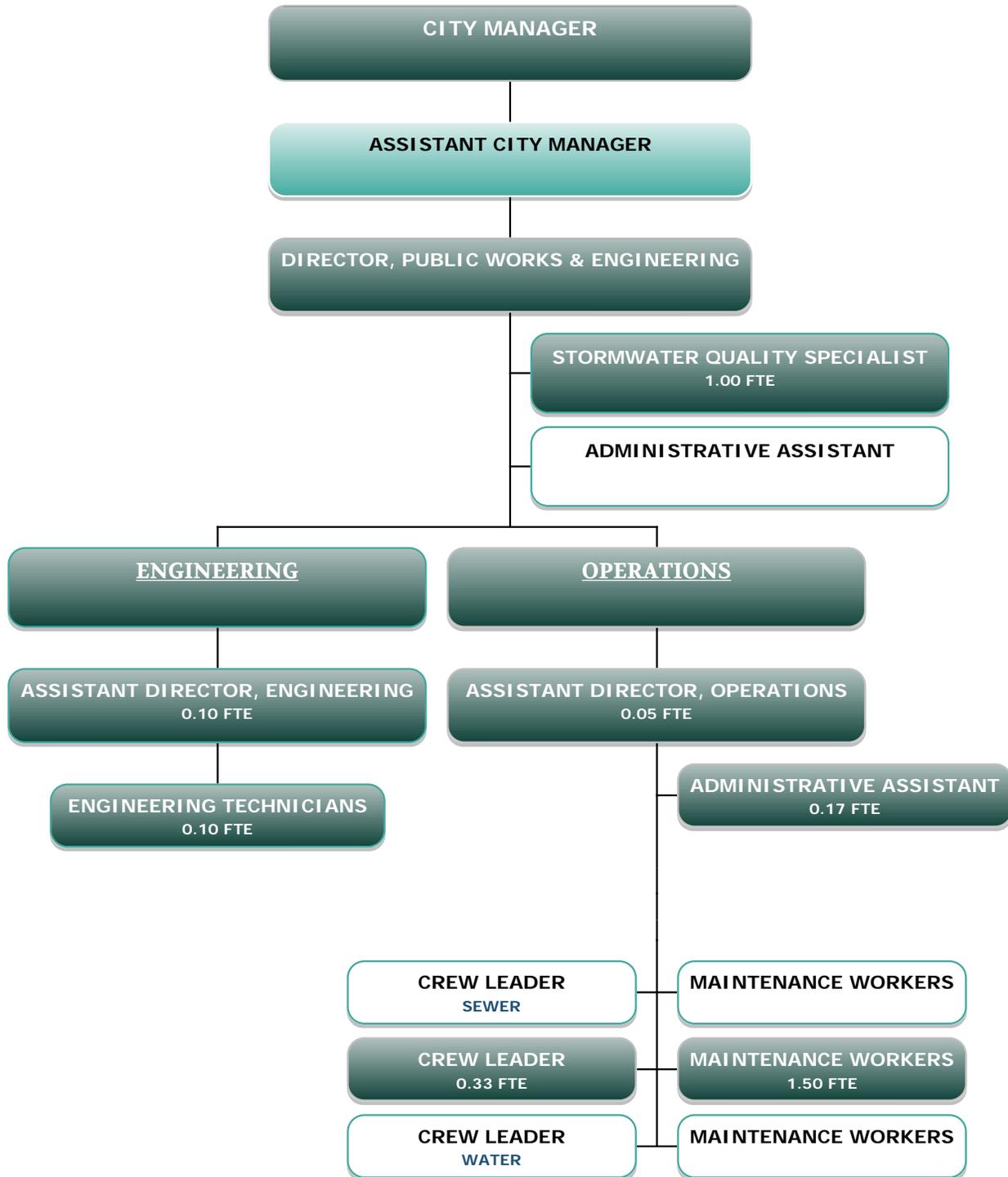
1. Continued the catch basin inlet cleaning program. All major road culverts were inspected and cleaned as necessary and a storm inlet stenciling program was initiated.
2. Updated the City's Stream Setback ordinance to include an additional 1,200 acres of undeveloped property.
3. Adopted a Post-Construction Water Quality Ordinance.

# SIGNIFICANT BUDGETARY ISSUES

- 1. There are no significant budgetary issues in FY 2017.



# STORMWATER



# STORMWATER

## By Category

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Department Requested	2016-17 C.M. Proposed	2016-17 Council Adopted
Personnel	193,244	194,076	258,417	258,495	252,779	273,014	273,014
Commodities	2,379	4,262	5,376	5,106	6,170	6,170	6,170
Maintenance and Repairs	5,497	5,489	8,500	7,500	8,500	8,500	8,500
Utilities	0	0	0	0	0	0	0
Contractual	18,806	47,219	10,000	8,340	11,000	11,000	11,000
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>219,926</b>	<b>251,047</b>	<b>282,293</b>	<b>279,441</b>	<b>278,449</b>	<b>298,684</b>	<b>298,684</b>

## Department Position Control Roster

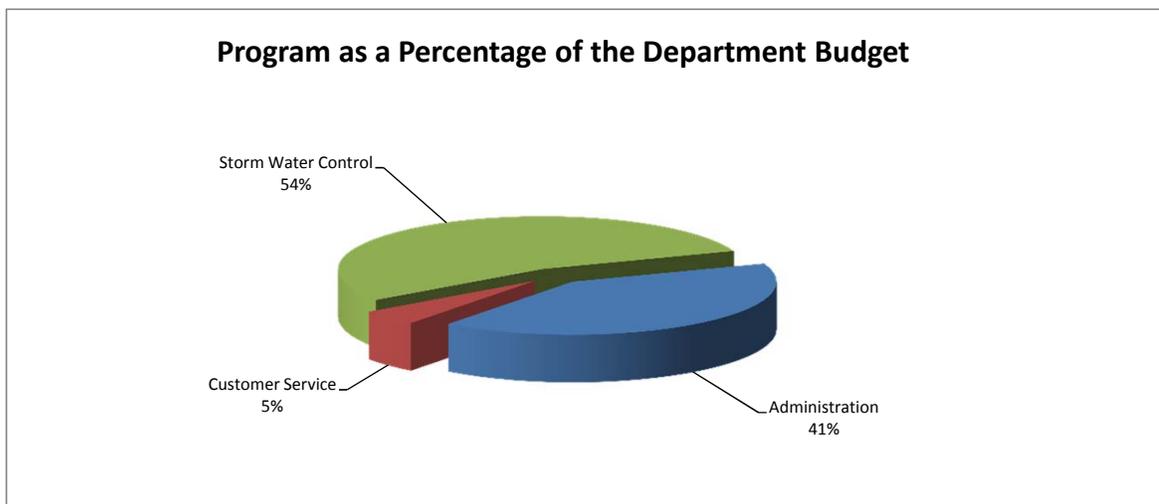
	2014-15 Actual	2015-16 Actual	2016-17 Adopted
Assistant Director, PW - Engineering *	0.20	0.10	0.10
Assistant Director, PW - Operations	0.05	0.05	0.05
Stormwater Quality Specialist*	0.00	1.00	1.00
Administrative Assistant	0.17	0.17	0.17
Public Works Field Supervisor **	0.07	0.00	0.00
Crew Leader Public Works	0.33	0.33	0.33
Maintenance Worker I & II	1.50	1.50	1.50
Engineering Technicians *	1.00	0.10	0.10
<b>Total FTE</b>	<b>3.32</b>	<b>3.25</b>	<b>3.25</b>

\* reallocation from Engineering

\*\* Elimination of position after the 1st Qtr

## By Program

Administration	122,224
Customer Service	14,185
Storm Water Control	162,275
<b>Total</b>	<b>298,684</b>



# 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 Ordinances. 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 ordinances. 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

1. Continued evaluation, development, and implementation of procedures to improve daily functions of the court.
2. Continued utilization and training of the InCode court software program and related enhancements to the software.
3. Completion of continuing educational units to maintain certification as Judge, Prosecutor, and

- Court Administrator.
4. Implementation of new State Legislation and City Ordinances.
  5. Continued improvement of communication with City Personnel, Police Department, Circuit Court, and the public.
  6. Follow Court Operating Rule 8 for Record Retention and Destruction.
  7. Continue to work with agencies that provide probation programs.
  8. Continued effective and efficient administration of justice.
  9. Continued research, review, and utilization of practical alternative sentencing for appropriate defendants.
  10. Continued intervention through education and self-help materials.
  11. Accurate, effective and efficient tracking and aging of open cases.
  12. Accurate assessing, collecting and reporting of all money received and deferred.
  13. Timely reporting to City, DOR, MSHP, OSCA.
  14. Timely notification of FTA, Bond Forfeiture Hearings, and Suspensions.
  15. Assure confidentiality of Closed Records.
  16. Review status of probations to ensure compliance.
  17. Continued service to the community with courtesy, efficiency, and professionalism.
  18. Provide interpreters for those who are language, hearing, or speech impaired.
  19. Provide court appointed attorneys as necessary.
  20. Effective and efficient management of staff hours to ensure coverage of office and court hours.
  21. Maintain a list of non-profit organizations willing to accept community service workers.
  22. Strive to return all phone calls and correspondence within 24 hours.
5. Continued to accept attorney entries via e-mail. This allows for quicker interaction time for both the clerks and attorneys.
  6. 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.
  7. The Judge and Court Administrator arraign defendants at the Belton jail between court dates. This process allows the Court to process the charge in a timely fashion, and eliminates the time and potential danger for the Raymore Police Department from transfers to and from the Raymore jail.
  8. Continued to monitor sequence of e-tickets and informing Police Department when tickets are missing.
  9. Completed continuing education hours required for the Judge, Prosecutor, Court Administrator and Court Clerk.

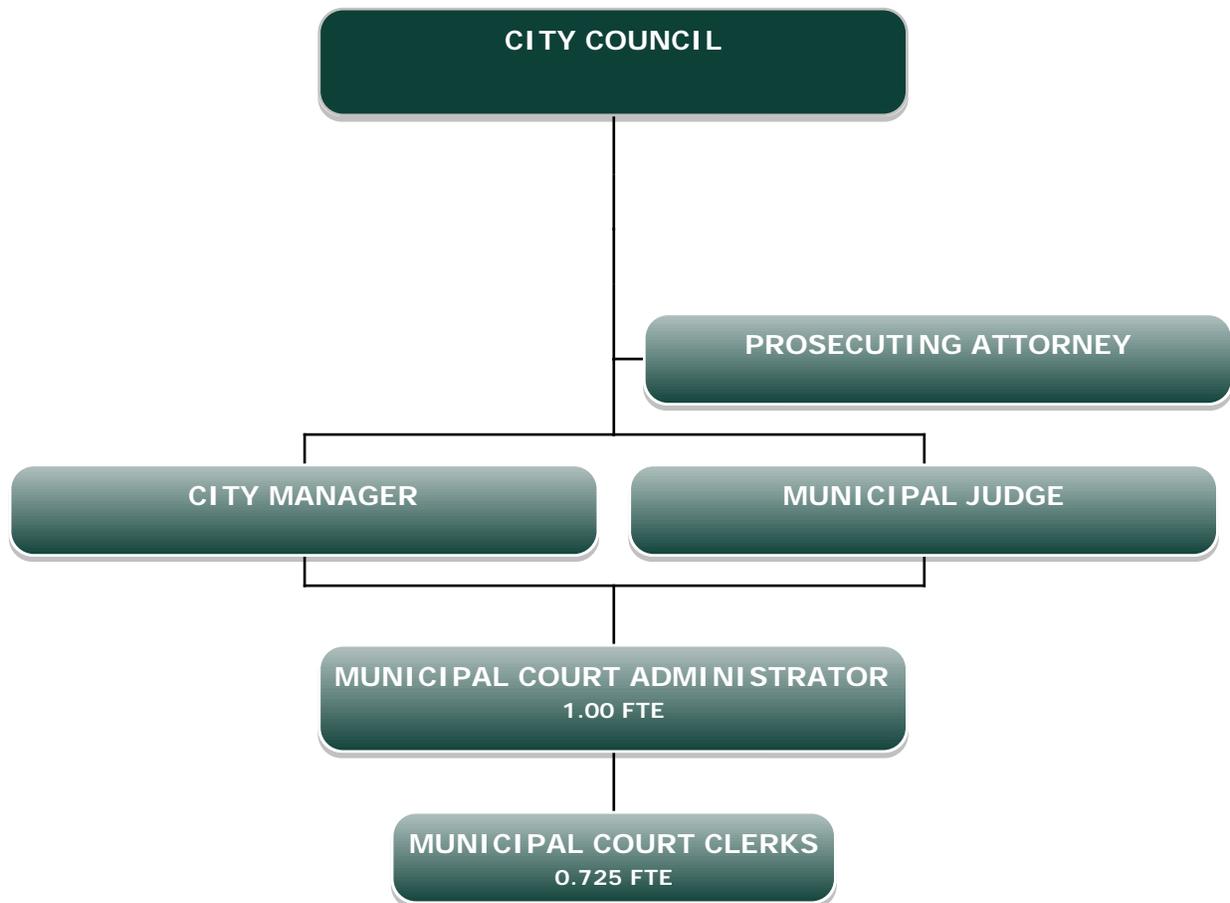
## SIGNIFICANT BUDGETARY ISSUES

1. There are no significant budgetary issues this fiscal year.

## FY 2016 PERFORMANCE SUMMARY

1. Implemented requirements mandated by Senate Bill 5. Will implement changes made by Senate Bill 572 upon signature of the Governor.
2. Held the court's first Amnesty Day on Feb. 25, 2016.
3. Updated all charge codes in InCode as a result of new Missouri Charge Codes.
4. Received 100% compliance rating from the Dept. of Revenue on the seven day traffic

# MUNICIPAL COURT



# MUNICIPAL COURT

## By Category

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Department Requested	2016-17 C.M. Proposed	2016-17 Council Adopted
Personnel	127,639	130,405	137,130	136,428	140,271	145,454	145,454
Commodities	1,560	1,398	2,763	2,060	2,536	2,536	2,536
Maintenance and Repairs	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0
Contractual	23,864	25,230	27,183	27,207	29,373	29,373	29,373
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>153,062</b>	<b>157,034</b>	<b>167,076</b>	<b>165,695</b>	<b>172,180</b>	<b>177,363</b>	<b>177,363</b>

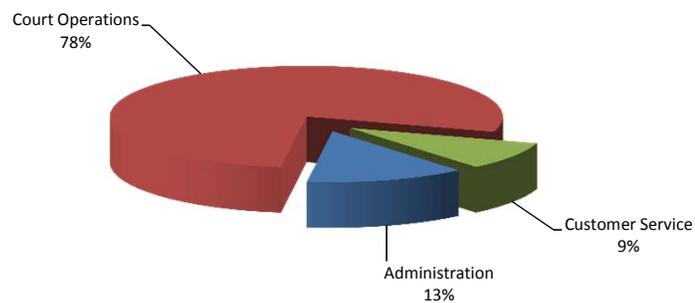
## Department Position Control Roster

	2014-15 Actual	2015-16 Actual	2016-17 Adopted
Municipal Court Administrator	1.00	1.00	1.00
Municipal Court Clerks	0.725	0.725	0.725
<b>Total FTE</b>	<b>1.725</b>	<b>1.725</b>	<b>1.725</b>

## By Program

Administration	23,381
Court Operations	137,980
Customer Service	16,002
<b>Total</b>	<b>177,363</b>

Program as a Percentage of the Department Budget



# FINANCE

The Finance Department provides internal support, administration, management and external customer service for all areas of the City's finances, cash management and utility billing. By directing and coordinating financial planning, budgeting, cash and debt management with purchasing, accounting and utility customer services, the Finance staff provides effective and efficient financial reporting and customer billing. The department provides oversight and compliance with federal, state and local statutes, regulations and codes to ensure the City's accountability and prudent use of public funds.

To meet these requirements, the department maintains internal controls and procedures for the safekeeping of assets, investments, effective collection of all City revenues, timely vendor payments, efficient procurement and accurate and timely utility billing services.

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

## PROGRAMS

### ***Administration/Purchasing/Payroll***

This area provides department management, audit coordination, budget preparation, procurement,

establishment of internal controls and procedures, development and administration of fiscal policy; representation of the City to the public in matters with financial considerations; maintenance and preparation of materials associated with the payroll function, including preparation of payroll checks.

### ***Accounting***

This area reports the City's financial activity in compliance with federal, state and local requirements and in accordance with Generally Accepted Accounting Principles (GAAP).

### ***Cash and Debt Management***

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

### ***Utility Billing***

This area provides accurate utility account management to more than 7,200 service addresses and coordinates utility services between the Public Works Department and customers.

## GOALS

1. Effectively communicate and accurately report the City's financial information to all users with standardized reporting and easy to read, understandable budgets.
2. Continuously review, update and revise the purchasing and procurement policies and internal control policies and procedures; stay abreast of the changing business climate and compliance with federal, state and local statutes, regulations and codes.
3. Assure prudent use of public funds through effective procurement.
4. Analyze and refine investment procedures in order to maximize the return on the City's invested funds.
5. Continue to process employee compensation accurately, withhold taxes and submit reports to federal and state agencies on a timely basis.
6. Timely monthly and annual reporting of the City's financial activity with increased emphasis on "fund reconciliation" reporting.
7. Refinement of the reporting and accounting of capital funds.
8. Refinement of the reporting and accounting of debt service issues.
9. Annual barcoding inventory all of the City's fixed assets.
10. 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.
11. Maintain and maximize cash collections and collection procedures.
12. Continue to refine the water and sewer rate model and present the annual proposed utility rates for Council's consideration.
13. Continue to transition the current technology into a fully integrated radio read system for meters.
14. Expand the use of statement billing for landlords and builders with multiple accounts.
15. Minimize the number of billing errors.

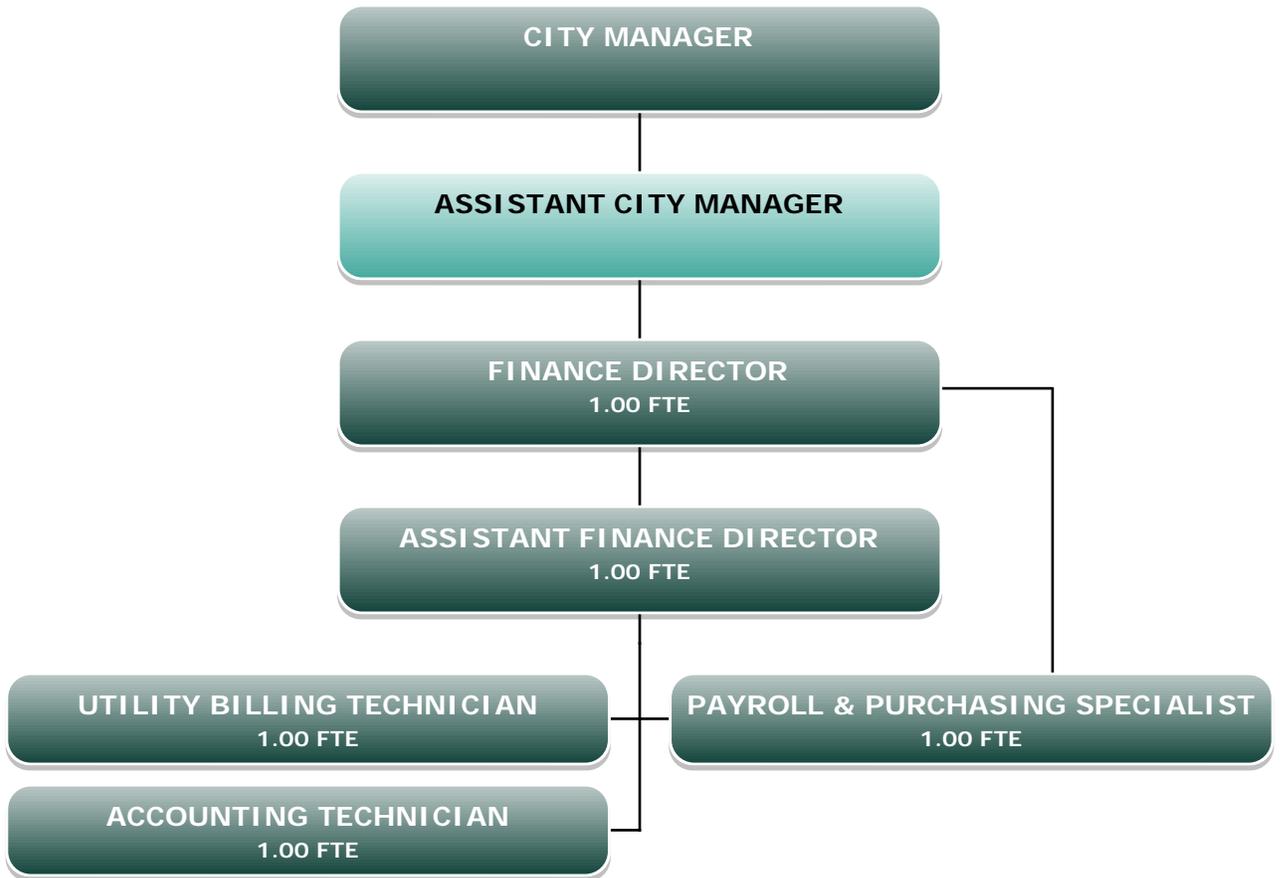
## FY 2016 PERFORMANCE SUMMARY

1. Received the GFOA Distinguished Budget Presentation Award for the 12th year.
2. Received the GFOA Award of Financial Reporting Achievement on the City's Comprehensive Annual Financial Report (CAFR) for the fifth year.
3. Received an unqualified opinion on the FY 2015 audit.
4. Received the Agency Certification Award from Universal Public Procurement Certification Council (UPPCC) for the sixth year.
5. Worked with Administration, the City's Financial Advisor and the City Council on a no tax increase bond issue for 2016.
6. Worked with Administration, the City's Financial Advisor and the City Council to refinance a 2009 special obligation bond and finance the purchase of street lights.
7. Worked with bond legal counsel to ensure the City's compliance with all annual reporting for all outstanding debt in accordance with SEC reporting regulations.
8. Worked with Information Technology and the software provider to install an additional software option to allow for emailing of utility statements, payroll stubs, and W-2s. This will allow for staff to produce reports, bills, statements, license and many other documents using standard paper or plan form, saving on the printing cost of those forms.

## SIGNIFICANT BUDGETARY ISSUES

1. This budget includes an amendment to remove the Accountant Position - Range 12 from the salary chart and establish the Assistant Finance Director - Range 17 position. Cost - \$376.
2. This budget includes upgrading the existing credit card terminals with Finance, Court and Parks with the new chip readers. \$3,245

# FINANCE



# FINANCE

## By Category

	2013-14	2014-15	2015-16	2015-16	2016-17		2016-17
	Actual	Actual	Budget	Projected	Department Requested	2016-17 C.M. Proposed	Council Adopted
Personnel	369,605	396,014	415,251	404,098	412,641	434,163	434,163
Commodities	7,842	7,926	10,302	9,120	9,650	9,650	9,650
Maintenance and Repairs	3,626	3,972	4,000	4,188	7,114	7,114	7,114
Utilities	0	0	0	0	0	0	0
Contractual	122,132	125,970	134,023	138,423	139,458	139,458	139,458
Capital Outlay	9,819	0	5,023	5,023	3,245	3,245	3,245
Debt Service	0	0	0	0	0	0	0
Transfers/Miscellaneous	0	0	0	0	0	0	0
<b>Total</b>	<b>513,024</b>	<b>533,882</b>	<b>568,599</b>	<b>560,852</b>	<b>572,108</b>	<b>593,630</b>	<b>593,630</b>

## Department Position Control Roster

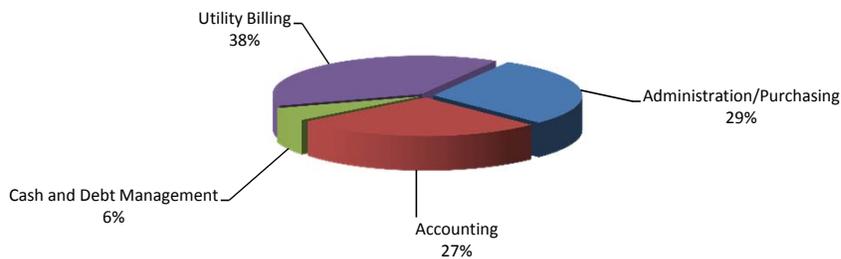
	2014-15	2015-16	2016-17
	Actual	Actual	Adopted
Director, Finance	1.00	1.00	1.00
Accountant*	1.00	1.00	0.00
Assistant Director, Finance*	0.00	0.00	1.00
Payroll & Purchasing Specialist	1.00	1.00	1.00
Accounting Technician	1.00	1.00	1.00
Utility Billing Technician	1.00	1.00	1.00
<b>Total FTE</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

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

## By Program

Administration/Purchasing	173,240
Accounting	160,372
Cash and Debt Management	33,230
Utility Billing	226,788
<b>Total</b>	<b>593,630</b>

### Program as a Percentage of the Department Budget



# POLICE DEPARTMENT ADMINISTRATION

The Raymore Police Department is charged with the responsibility of 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, crime prevention, enforcement of laws including traffic ordinances, protecting persons and property within the city limits, investigating crimes, and assisting other law enforcement agencies.

## PROGRAMS

### **Administration**

The leadership and administrative oversight of Police Department operations is the duty of the management team. This team is comprised of the Chief of Police, who also serves as the Emergency Management Director, the Operations Division Commander, the Support Services Division Commander, the Support Lieutenant, the Night Operations Lieutenant, and the Emergency Management Coordinator. This management and direction 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.

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 Commanders and the Emergency Management Coordinator report directly to the Chief of Police.

## GOALS

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

## FY 2016 PERFORMANCE SUMMARY

1. Partnered with the Raymore Fall Festival Committee and conducted a crime prevention event in conjunction with the Fall Festival.
2. Applied for and received grant funding from the Missouri Division of Highway Safety for continued STEP traffic enforcement activities.
3. Lt. Aly Abdelgawad graduated from Session 262 of the FBI National Academy.

## SIGNIFICANT BUDGETARY ISSUES

1. This budget includes an amendment to remove the Police Lieutenant position - Range 16 and list only one Police Lieutenant position in Range 17. \$871
2. This budget includes funding for a Youth Diversion program. \$4,000

# 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 plainclothes capacity. The Division Commander, Night Lieutenant and Sergeants of the units manage these activities 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. As such, open, proactive communication within the division and with outside agencies and elements 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 three 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 Community/Youth 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, and tactical team.

### ***Investigations Unit***

The Investigations Unit is made up of specially trained and designated investigators who follow up on criminal, special, and juvenile investigations. Personnel also conduct investigations on narcotic, liquor and vice violations; work with local 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 prevention of crime, 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

1. Enhance citizen satisfaction through community policing activities and focused training in customer service.
2. Provide a safer community for citizens through the use of crime prevention techniques and the apprehension of offenders.
3. Reduce the number of traffic accidents through aggressive enforcement at high crash locations.
4. Attend neighborhood association and community meetings to provide training and/or crime data as requested.
5. Provide appropriate and timely response to all requests for police service.
6. Meet or exceed the national clearance rate for Part I and Part II Crimes.

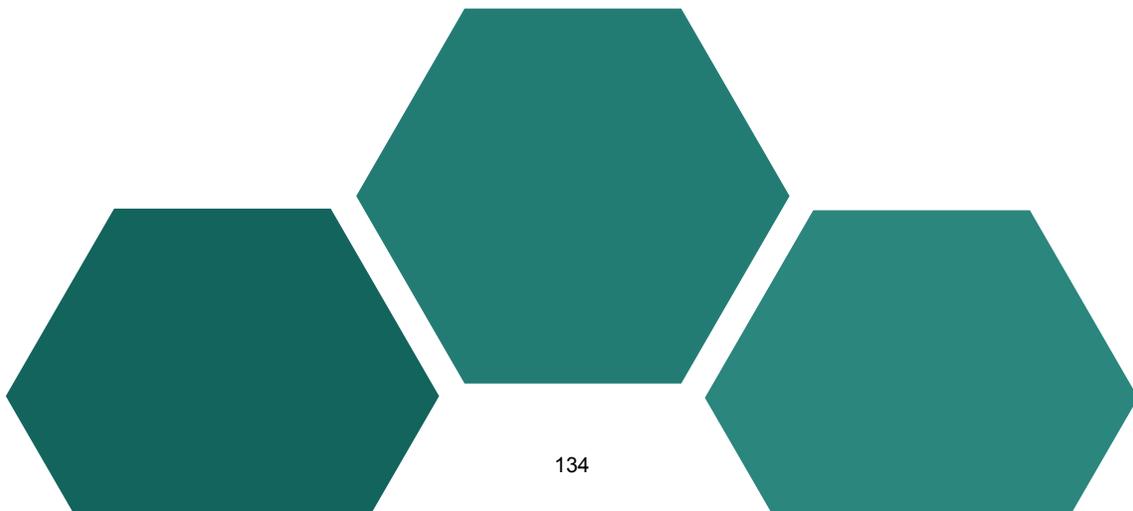
7. Carry a lower the average caseload per detective to provide more focused, high-quality investigations.
8. Continue specialization through training to more effectively investigate cases.
9. Enhance interaction with the Cass County Prosecutor and Juvenile Office.

## FY 2016 PERFORMANCE SUMMARY

1. Held a Spring Citizen's Police Academy class.
2. Hired thre new police officers for existing vacancies.
3. Conducted a citywide drivers training and a road/vehicle safety program available to all members of the community.
4. Partnered in the National Drug Take Back event.

## SIGNIFICANT BUDGETARY ISSUES

1. This budget includes an amendment of the salary chart of the Police Officer position to be moved from Range 9 to Range 11. \$29,055



# POLICE DEPARTMENT SUPPORT SERVICES DIVISION

This division includes the office of the Support Services Division Commander and is responsible for maintaining all departmental records of police incidents and motor vehicle accidents. This Division processes permits and licenses for solicitation, ensures public safety by providing quality animal control of domestic and nondomestic animals within the city limits, and coordinates police department information and technology needs with the City's Information Technology Services Department. The Support Services Division also provides continuous police communications and dispatch for the Raymore Police Department, South Metro Fire Protection District and the Peculiar Police Department. This responsibility also includes all records management functions and access to local, state, and national computer databases. This Division is tasked with purchasing and supply for the police department, as well as the orderly maintenance and chain-of-custody control of evidence and property collected, seized, or otherwise obtained by members of this department for the purpose of safekeeping and/or use as evidence in the prosecution of criminal cases. In addition this Division coordinates all planning and research, policy development, public information, budget and fiscal responsibilities, and grant management.

## PROGRAMS

### ***Animal Control***

Two full-time employees are responsible for the coordination of all animal control activities within the city limits of Raymore.

### ***Property and Evidence***

One full-time Property and Evidence Technician is responsible for all aspects of the control and chain of custody associated with recovered property and evidence seized in criminal investigations.

### ***Records***

One full time Records Custodian is responsible for maintenance of all police records.

### ***Communications Unit***

The Raymore Police Department Communications Unit has allocated staffing of one civilian Communications Supervisor, eight civilian Communications Officers, and several on-call positions. The Unit provides 24 hour-a-day dispatching and communications functions for the Raymore Police Department, Peculiar Police Department, and the South Metro Fire Protection District. The Unit is also one of five public safety

answering points (PSAPs) in Cass County, serving as a primary 911 answering point for the communities of Raymore, Lake Winnebago and Peculiar.

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. The unit also provides emergency medical dispatching services as needed.

## GOALS

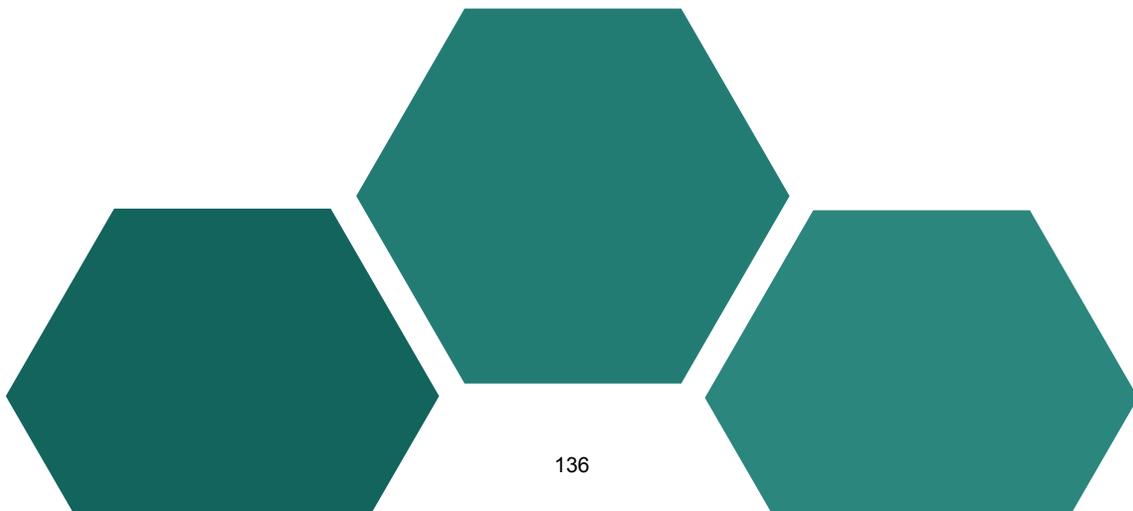
1. Provide professional customer service during every citizen contact.
2. Promote community awareness through education and enforcement.
3. Maintain a humane shelter environment for all animals.
4. Provide a 100% rate of compliance with the state-mandated spay/neuter program.
5. Continue animal adoption initiatives.
6. Reinitiate microchip events for Raymore pets.
7. Continue with 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.
8. Continue with the systematic process for the collection, dissemination, retention and destruction of all records, to include offense reports, accidents, arrests, and traffic citations.
9. Maintain excellent customer service through prompt/professional citizen contacts.
10. Ensure accurate and timely dissemination of data.
11. Maintain 100% compliance with emergency medical dispatch certifications.
12. Maintain 100% compliance with state-mandated training requirements.
13. Maintain 100% compliance with CJIS requirements and certifications.

## FY 2016 PERFORMANCE SUMMARY

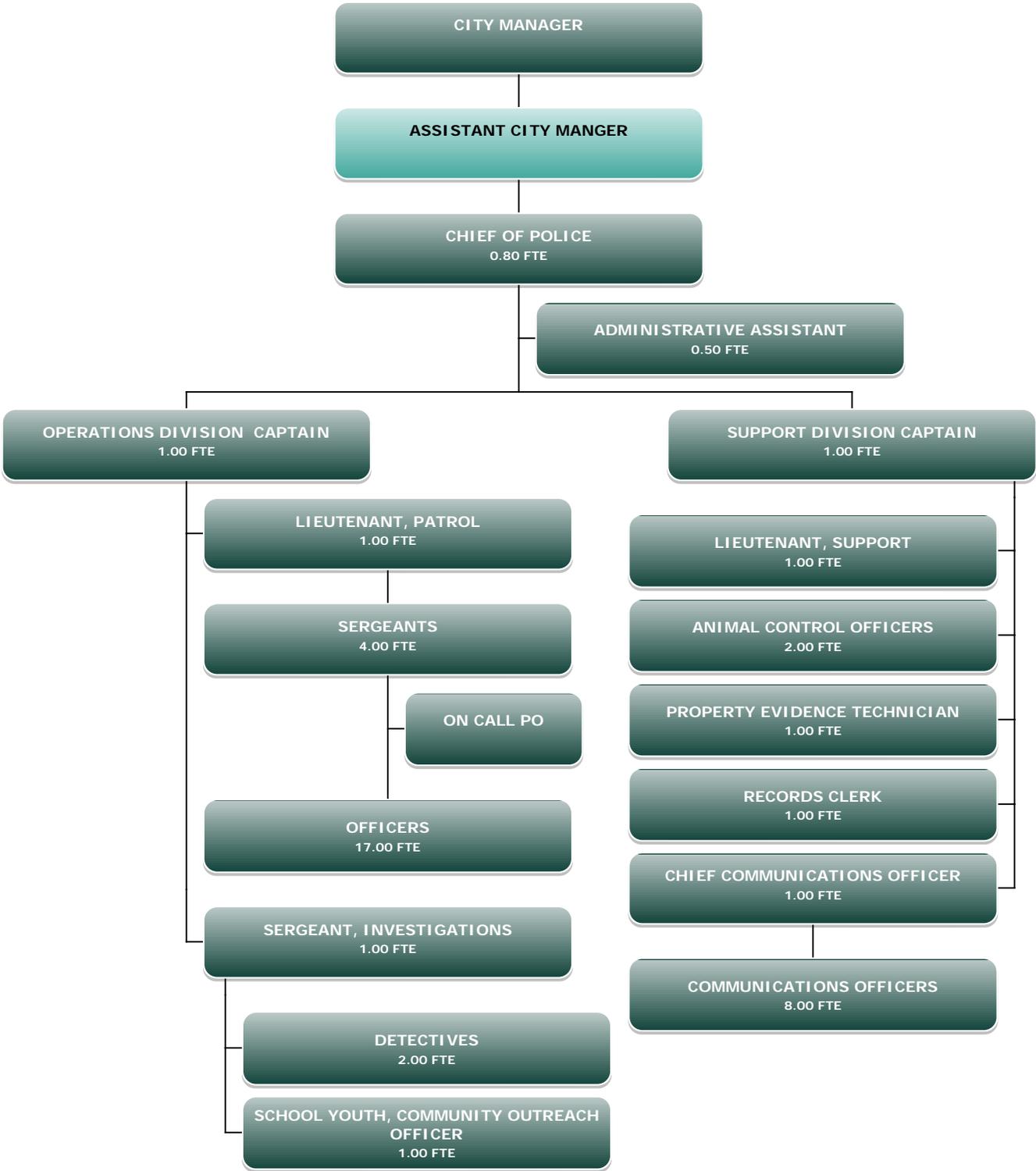
1. Converted five vehicles to SUV's during FY 2016.
2. Hired three full-time and one part-time dispatcher in FY 2016.
3. Conducted one citywide secure shred event at City Hall.

## SIGNIFICANT BUDGETARY ISSUES

1. This budget includes an amendment of the salary chart of the Communications Supervisor position to be moved from Range 10 to Range 13. Cost - \$1,622.
2. This budget includes additional funding for the chaplains program. \$3,000
3. This budget includes additional funding to upgrade the REGIS agreement. \$3,500
4. This budget includes funding to replenish existing unused radios to be utilized by the CERT team. \$2,000



# POLICE DEPARTMENT



# POLICE

## By Category

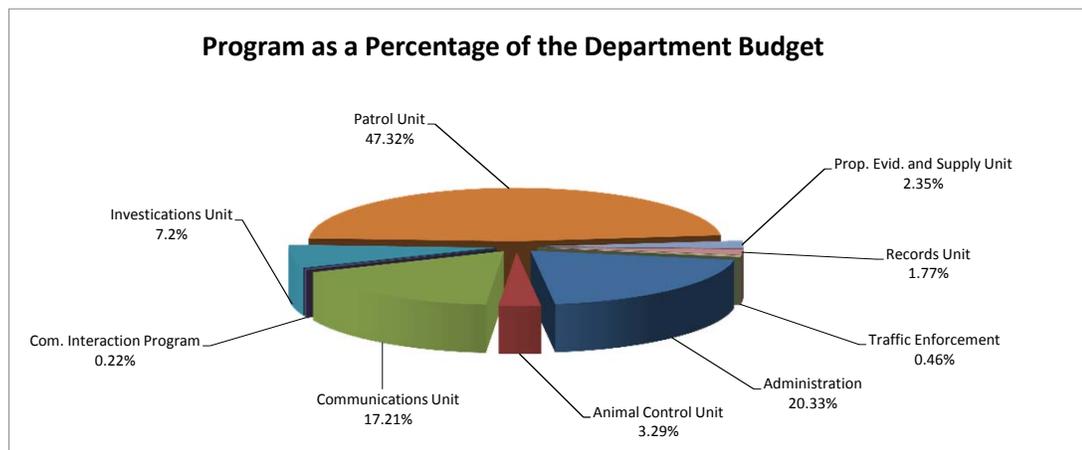
	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Department Requested	2016-17 C.M. Proposed	2016-17 Council Adopted
Personnel	3,097,271	3,090,648	3,376,714	3,263,010	3,410,333	3,616,122	3,616,122
Commodities	116,011	108,441	132,919	99,228	116,400	116,400	116,400
Maintenance and Repairs	20,096	26,746	22,000	22,000	22,000	22,000	22,000
Utilities	0	0	0	0	0	0	0
Contractual	74,150	70,903	105,641	79,335	97,145	97,145	109,645
Capital Outlay	6,537	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0
Transfers/Miscellaneous	149,348	132,381	132,918	132,918	97,466	97,466	97,466
<b>Total</b>	<b>3,463,413</b>	<b>3,429,120</b>	<b>3,770,192</b>	<b>3,596,491</b>	<b>3,743,344</b>	<b>3,949,133</b>	<b>3,961,633</b>

## Department Position Control Roster

	2014-15 Actual	2015-16 Actual	2016-17 Adopted
Chief of Police	0.80	0.80	0.80
Police Captain	2.00	2.00	2.00
Police Lieutenant	1.00	1.00	1.00
Police Lieutenant (Support)	1.00	1.00	1.00
Police Patrol Sergeant	4.00	4.00	4.00
Police Detective Sergeant	1.00	1.00	1.00
Police Detective	2.00	2.00	2.00
Police Officer	18.00	18.00	18.00
Chief Communications Officer	1.00	1.00	1.00
Communications Officer	8.00	8.00	8.00
Animal Control Officer	2.00	2.00	2.00
Administrative Assistant	0.50	0.50	0.50
Property & Evidence Clerk	1.00	1.00	1.00
Police Records Clerk	1.00	1.00	1.00
<b>Total FTE</b>	<b>43.30</b>	<b>43.30</b>	<b>43.30</b>

## By Program

Administration	805,463
Animal Control Unit	130,193
Communications Unit	681,784
Com. Interaction Program	11,270
Investigations Unit	277,002
Patrol Unit	1,874,505
Prop. Evid. and Supply Unit	93,273
Records Unit	70,101
Traffic Enforcement	18,042
<b>Total</b>	<b>3,961,633</b>



# EMERGENCY MANAGEMENT

Raymore Emergency Management provides essential communication, community outreach, public education, and organization of volunteers (CERT) to the City of Raymore. In addition, the department is responsible for the management of resources during local and regional emergency events that affect the citizens of Raymore. Other responsibilities include but are not limited to the development and update of policies, procedures and plans regarding the execution of all major emergency and disaster operations within the City's jurisdictional boundaries and provision of support and assistance to other agencies in the greater metropolitan area. All 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 Chief of Police serves as the director and has overall authority for all activities related to emergency management. The coordinator is responsible for the day-to-day administration and operations. 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.

Additional responsibilities include maintaining

and operating the emergency operations center and alternate emergency communications operations (Mobile Command and Communications trailer) along with alternate emergency operations and communication centers.

## 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 and localized emergencies for expedient 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. Represent the City on the Metropolitan Emergency Managers Committee, Local Emergency Planning Committee, Citizen Preparedness Committee, Regional Homeland Security Coordinating Council and as a member of the International Association of Emergency Managers (IAEM).

5. Create a network of Red Cross approved shelters in order to meet the goal of sheltering ten percent of the population.
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.
8. Maintained an active Community Emergency Response Team (CERT) by holding monthly meetings and having training and guest speakers for the group. Additionally, our CERT team also helps with public outreach regarding emergency preparedness

## SIGNIFICANT BUDGETARY ISSUES

1. 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 going on 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 2016 PERFORMANCE SUMMARY

1. Coordinated and conducted a mock activation of the Emergency Operations Center for the entire Management Team.
2. Completed setup for the regional credentialing system and began a role as administrator for Cass County to print and credential first responders.
3. Responded and opened the Emergency Management Office during several severe weather events.
4. Worked with state and local emergency management agencies during the National Mass Care exercise and offered resources to be used during the exercise.
5. Continued the public outreach campaign to promote individual, family, and business preparedness. This included presentations at area businesses, organizations, and schools and a continued focus on the CERT program.
6. Revised and updated the City Local Emergency Operations Plan and had it reviewed and approved by the State of Missouri. This approval lasts through 2018.
7. Participated in several local and regional training exercises throughout the metropolitan area in conjunction with the state and other local agencies.



# EMERGENCY MANAGEMENT



# EMERGENCY MANAGEMENT

## By Category

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Department Requested	2016-17 C.M. Proposed	2016-17 Council Adopted
Personnel	48,042	85,167	98,780	94,024	101,415	107,280	107,280
Commodities	3,422	3,749	5,783	5,255	5,821	5,821	5,821
Maintenance and Repairs	12,385	10,397	9,160	9,518	9,390	9,390	9,390
Utilities	0	0	380	280	280	280	280
Contractual	2,535	4,661	8,060	6,767	7,097	7,097	7,097
Capital Outlay	0	4,776	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	3,936	3,936
<b>Total</b>	<b>70,320</b>	<b>112,686</b>	<b>126,099</b>	<b>119,780</b>	<b>127,939</b>	<b>133,804</b>	<b>133,804</b>

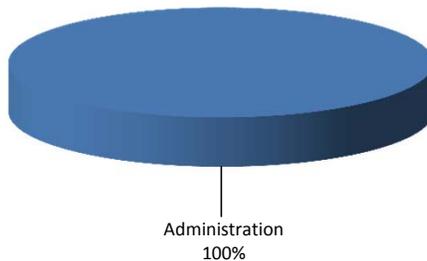
## Department Position Control Roster

	2014-15 Actual	2015-16 Actual	2016-17 Adopted
Chief of Police	0.20	0.20	0.20
Emergency Management Coordinato	1.00	1.00	1.00
<b>Total FTE</b>	<b>1.20</b>	<b>1.20</b>	<b>1.20</b>

## By Program

Administration	133,804
<b>Total</b>	<b>133,804</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. \$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. \$95,000

### ***Transfers to Capital Funds:***

1. To Capital Sales Tax Fund for the relocation and remodeling of a railroad business car. \$301,500
2. To Parks Sales Tax Fund for trail lighting. \$100,000
3. To Parks Sales Tax Fund for concession stand internet connectivity with WiFi. \$18,000

### ***Transfers to Restricted Revenue Fund:***

1. For the establishment of an arboretum through the Tree Board. \$10,000





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**Parks and Recreation (25)**

	2013-14 Actual	2014-15 Actual	2015-16 Council Adopted	2015-16 Projected	2016-17 Department Requested	2016-17 C.M. Proposed	2016-17 Council Adopted	2017-18 Forecast	2018-19 Forecast
<b>Fund Balance</b>									
Beginning of Year	529,058	593,656	598,345	681,891	500,264	500,264	500,264	500,264	490,342
<b>Revenue Parks</b>									
Property Taxes	333,100	341,746	351,957	351,355	359,378	359,378	359,378	375,143	391,600
Miscellaneous Revenues	9,030	6,216	3,041	15,624	12,596	12,596	12,596	21,663	37,257
Park Revenues	17,741	21,901	21,250	21,250	28,500	28,500	28,500	31,654	35,158
Transfer from General Fund	100,000	100,000	125,000	125,000	100,000	100,000	100,000	100,000	100,000
Transfer from Parks Sales Tax Fund	350,570	350,000	150,000	150,000	375,000	375,000	375,000	350,000	350,000
<b>Revenue Recreation</b>									
Recreation Programs	277,720	309,835	297,800	313,400	350,430	350,430	350,430	402,995	463,444
Concession Revenues	37,340	43,855	40,000	42,000	45,000	45,000	45,000	54,000	64,800
<b>Total Revenue</b>	<b>1,125,501</b>	<b>1,173,553</b>	<b>989,048</b>	<b>1,018,629</b>	<b>1,270,904</b>	<b>1,270,904</b>	<b>1,270,904</b>	<b>1,335,455</b>	<b>1,442,259</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,654,559</b>	<b>1,767,209</b>	<b>1,587,393</b>	<b>1,700,520</b>	<b>1,771,168</b>	<b>1,771,168</b>	<b>1,771,168</b>	<b>1,835,719</b>	<b>1,932,600</b>
<b>Expenditures Parks</b>									
Personnel	409,293	383,079	436,376	430,679	427,353	446,087	446,087	455,009	464,109
Commodities	34,124	32,574	33,496	24,547	24,463	24,463	24,463	24,952	25,451
Maintenance & Repairs	50,137	61,030	51,700	52,762	52,220	52,220	52,220	53,264	54,330
Utilities	45,916	43,214	44,926	43,000	47,460	47,460	47,460	48,409	49,377
Contractual	24,099	21,784	36,024	32,604	45,333	45,333	45,333	46,240	47,164
Capital Outlay	-	36,332	32,118	31,998	5,000	5,000	5,000	-	-
Transfers/Miscellaneous	49,839	51,460	56,126	56,126	47,617	47,617	47,617	48,569	49,541
Debt Service	-	-	-	-	-	-	-	-	-
<b>Expenditures Recreation</b>									
Personnel	248,993	253,601	311,035	301,414	343,669	359,131	359,131	366,314	373,640
Commodities	17,877	18,339	17,611	13,997	15,578	15,578	15,578	15,890	16,207
Maintenance & Repairs	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-
Contractual	180,318	183,871	213,380	213,129	228,015	228,015	228,015	286,730	360,566
Capital Outlay	307	33	-	-	-	-	-	-	-
Transfers/Miscellaneous	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>1,060,904</b>	<b>1,085,318</b>	<b>1,232,792</b>	<b>1,200,256</b>	<b>1,236,708</b>	<b>1,270,904</b>	<b>1,270,904</b>	<b>1,345,377</b>	<b>1,440,385</b>
<i>Net Revenue over Expenditures</i>	<i>64,598</i>	<i>88,235</i>	<i>(243,745)</i>	<i>(181,627)</i>	<i>34,196</i>	<i>(0)</i>	<i>(0)</i>	<i>(9,922)</i>	<i>1,873</i>
<b>Fund Balance (Gross)</b>	<b>593,656</b>	<b>681,891</b>	<b>354,601</b>	<b>500,264</b>	<b>534,460</b>	<b>500,264</b>	<b>500,264</b>	<b>490,342</b>	<b>492,215</b>
<b>Less: Reserve Balance</b>	<b>212,181</b>	<b>217,064</b>	<b>246,558</b>	<b>240,051</b>	<b>247,342</b>	<b>254,181</b>	<b>254,181</b>	<b>269,075</b>	<b>288,077</b>
<b>Available Fund Balance - End of Year</b>	<b>381,475</b>	<b>464,827</b>	<b>108,042</b>	<b>260,213</b>	<b>287,118</b>	<b>246,083</b>	<b>246,083</b>	<b>221,266</b>	<b>204,138</b>

Note staff creates a zero balance budget each year. The forecast shown to the right were estimated using the past three years historical growth data as well as any new information utilized to create the FY17 budget. This practice has been utilized internally for the past 7 years.

# Real Estate Property Tax

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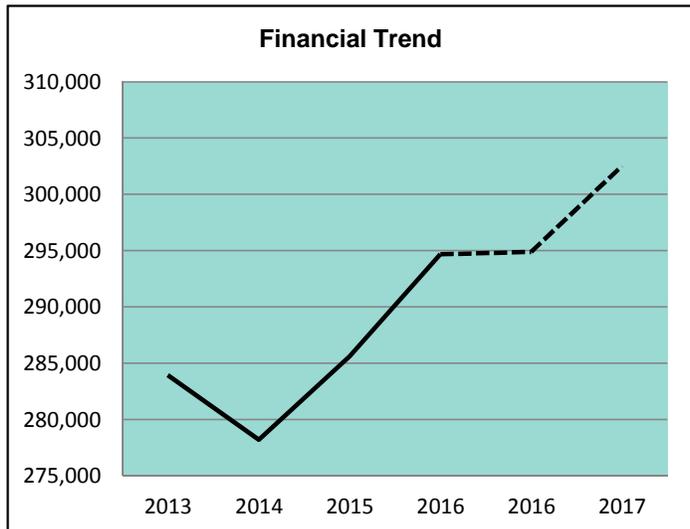
## Revenue Description

**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 FY17 City General Operating levy is 0.4638; the Debt Service levy is 0.7170 and the Parks levy is 0.1249 with real estate assessed valuation at \$247,157,220 compared to \$240,176,433 last year. The collection rate is estimated at 98%.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	216,156	9.91%
2008 Actual	241,571	11.76%
2009 Actual	259,994	7.63%
2010 Actual	266,826	2.63%
2011 Actual	275,532	3.26%
2012 Actual	276,572	0.38%
2013 Actual	283,957	2.67%
2014 Actual	278,201	-2.03%
2015 Actual	285,608	2.66%
2016 Budget	294,691	3.18%
2016 Projected	294,876	0.06%
2017 CM Proposed	302,525	2.59%



# Personal Property Tax

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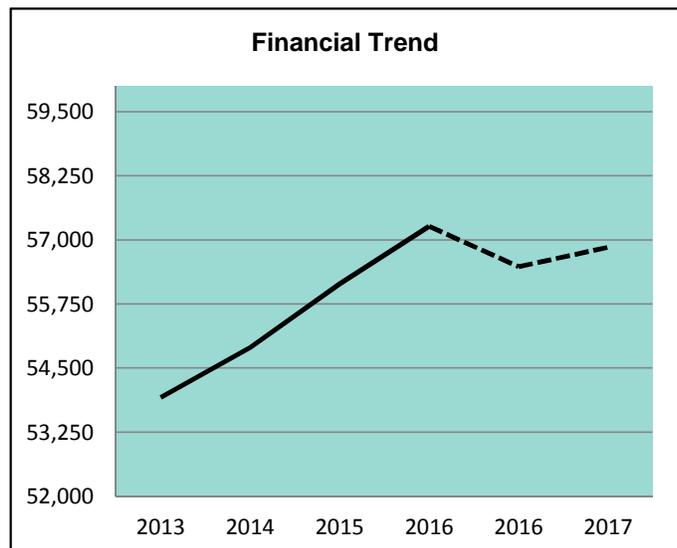
## Revenue Description

**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 FY17 City General Operating levy is 0.4638; the Debt Service levy is 0.7170 and the Parks levy is 0.1249 with personal property assessed valuation at \$43,745,234 compared to \$43,245,606 last year. The collection rate is estimated at 98%.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	45,688	11.98%
2008 Actual	47,161	3.23%
2009 Actual	50,031	6.08%
2010 Actual	47,388	-5.28%
2011 Actual	46,787	-1.27%
2012 Actual	50,141	7.17%
2013 Actual	53,926	7.55%
2014 Actual	54,899	1.80%
2015 Actual	56,138	2.26%
2016 Budget	57,265	2.01%
2016 Projected	56,479	-1.37%
2017 CM Proposed	56,852	0.66%



# Interest Revenue

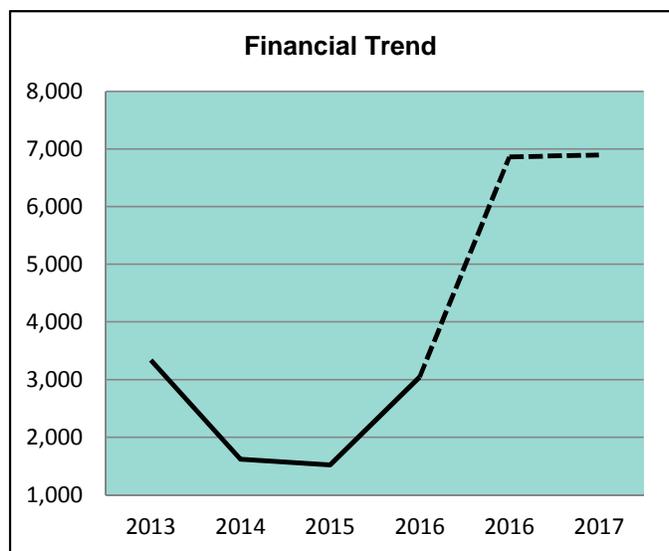
<b>General Ledger Codes:</b> <b>25 25-4350-0000</b>	<b>Legal Authority:</b> <b>State Statute: Chapter 82</b>
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## Revenue Description

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

FY17 revenues are based on current interest rates being earned.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	25,732	50.02%
2008 Actual	14,616	-43.20%
2009 Actual	9,655	-33.94%
2010 Actual	4,066	-57.89%
2011 Actual	5,856	44.03%
2012 Actual	985	-83.19%
2013 Actual	3,333	238.53%
2014 Actual	1,619	-51.43%
2015 Actual	1,516	-6.35%
2016 Budget	3,041	100.58%
2016 Projected	6,862	125.65%
2017 CM Proposed	6,896	0.50%



# Miscellaneous Revenue

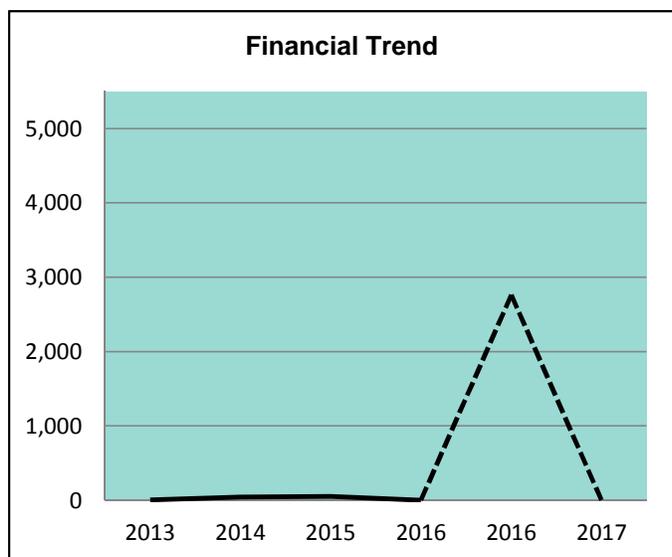
<b>General Ledger Codes:</b> <b>25 25-4370-0000</b>	<u><b>Legal Authority:</b></u> <b>State Statute: Chapter 82</b>
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## Revenue Description

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

FY2016 revenues are based on current auction receipts.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	1,308	61.17%
2008 Actual	430	-67.12%
2009 Actual	1,274	196.37%
2010 Actual	5,055	296.65%
2011 Actual	242	-95.21%
2012 Actual	497	105.28%
2013 Actual	4	-99.15%
2014 Actual	43	916.67%
2015 Actual	48	13.11%
2016 Budget	0	N/A
2016 Projected	2,762	N/A
2017 CM Proposed	0	N/A



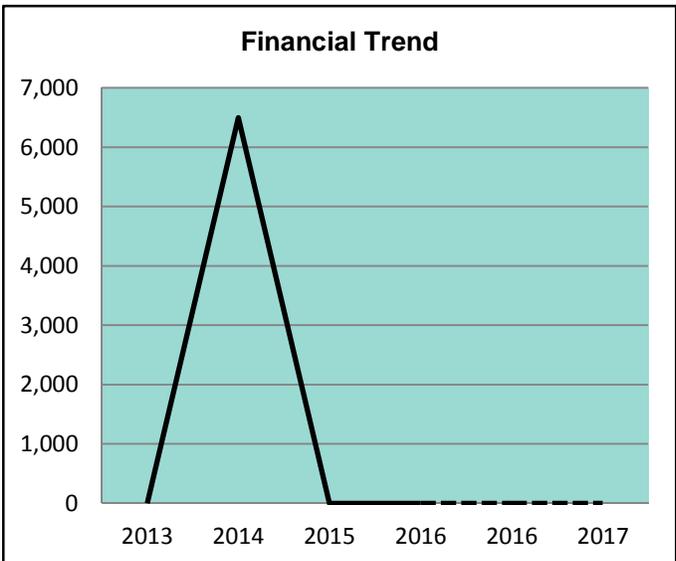
# Donations

<b>General Ledger Codes:</b> 25 25-4480-0000	<b>Legal Authority:</b> State Statute: Chapter 82
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## Revenue Description

**Donations** - Donations not attributable to special events or programs.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	2,000	9900.00%
2008 Actual	1,000	-50.00%
2009 Actual	1,250	25.00%
2010 Actual	2,191	75.26%
2011 Actual	1,000	-54.35%
2012 Actual	0	-100.00%
2013 Actual	0	N/A
2014 Actual	6,498	N/A
2015 Actual	0	-100.00%
2016 Budget	0	N/A
2016 Projected	0	N/A
2017 CM Proposed	0	N/A



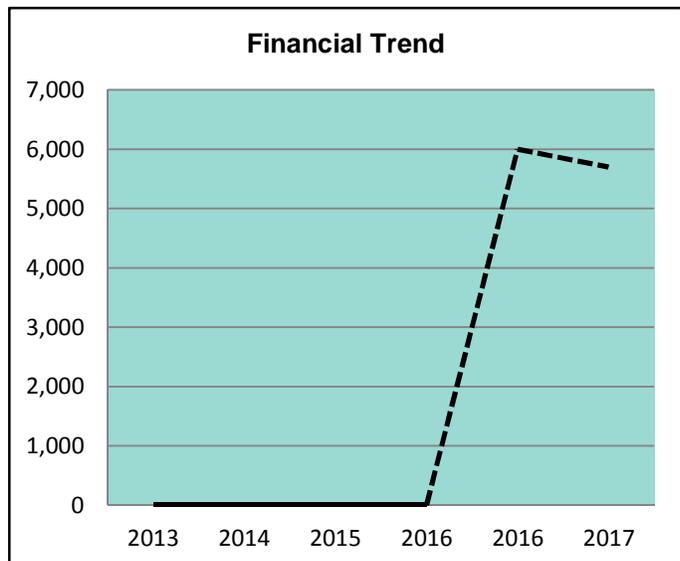
# Legacy/Honor Program

<b>General Ledger Codes:</b> 25 25-4480-0000	<b>Legal Authority:</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.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	N/A
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Budget	0	N/A
2016 Projected	6,000	N/A
2017 CM Proposed	5,700	-5.00%



# 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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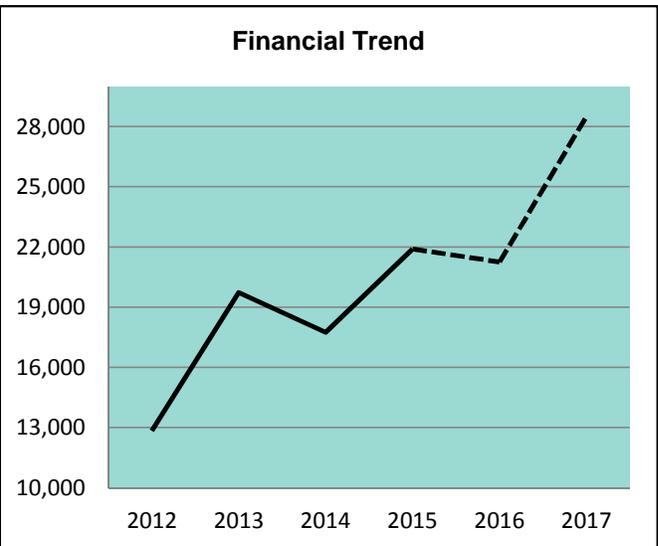
## Revenue Description and Projection Rationale

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

FY17 Estimate includes:

Shelter House Rentals	\$5,000
Park House Rentals	\$7,500
Tournament Rentals	\$16,000

Fiscal Year	Collection	Annual Percentage Change
2006 Actual	10,508	60.54%
2007 Actual	12,427	18.27%
2008 Actual	13,019	4.76%
2009 Actual	15,087	15.88%
2010 Actual	17,427	15.51%
2011 Actual	11,888	-31.78%
2012 Actual	12,832	7.94%
2013 Actual	19,732	53.78%
2014 Actual	17,741	-10.09%
2015 Actual	21,901	23.45%
2016 Budget	21,250	-2.97%
2017 CM Proposed	28,500	34.12%



# 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

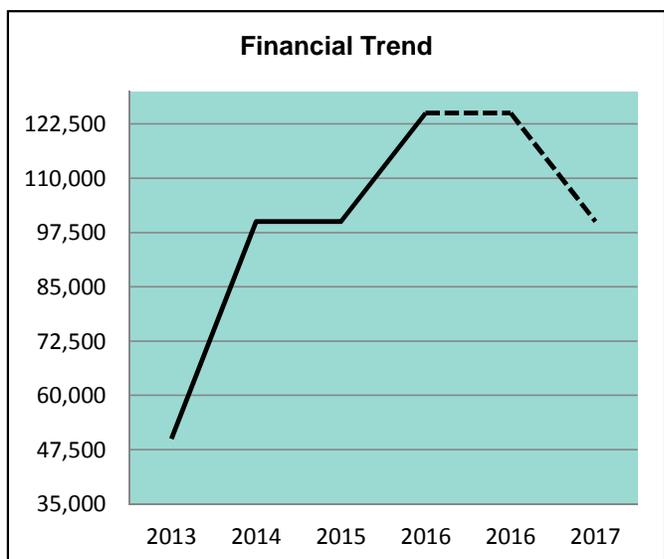
**Transfers from General Fund** - These funds represent a fund balance transfer from the General Fund of the City and are used to support the Parks Department and associated programs which benefit the citizens as a whole.

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 has been reduced back down to the previously set baseline.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	41,400	3.50%
2008 Actual	41,400	0.00%
2009 Actual	40,000	-3.38%
2010 Actual	47,000	17.50%
2011 Actual	40,000	-14.89%
2012 Actual	40,000	0.00%
2013 Actual	50,000	25.00%
2014 Actual	100,000	100.00%
2015 Actual	100,000	0.00%
2016 Budget	125,000	25.00%
2016 Projected	125,000	0.00%
2017 CM Proposed	100,000	-20.00%



# 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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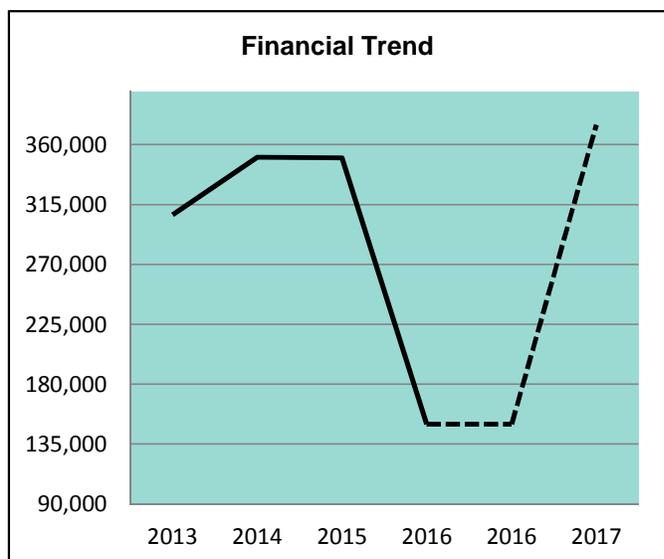
## Revenue Description

**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 FY 2016 transfer was reduced to allow for more funding of FY16 capital projects in the Parks Sales Tax Fund while utilizing the existing healthy fund balance the Park Fund has accumulated.

The FY17 transfer has been increased to \$350,000 the previously set baseline along with a one-time additional transfer of \$25,000 to help kick start and fund an increased recreation program.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	125,000	-50.00%
2008 Actual	425,000	240.00%
2009 Actual	300,000	-29.41%
2010 Actual	300,000	0.00%
2011 Actual	100,000	-66.67%
2012 Actual	300,000	200.00%
2013 Actual	307,359	2.45%
2014 Actual	350,570	14.06%
2015 Actual	350,000	-0.16%
2016 Budget	150,000	-57.14%
2016 Projected	150,000	0.00%
2017 CM Proposed	375,000	150.00%



# 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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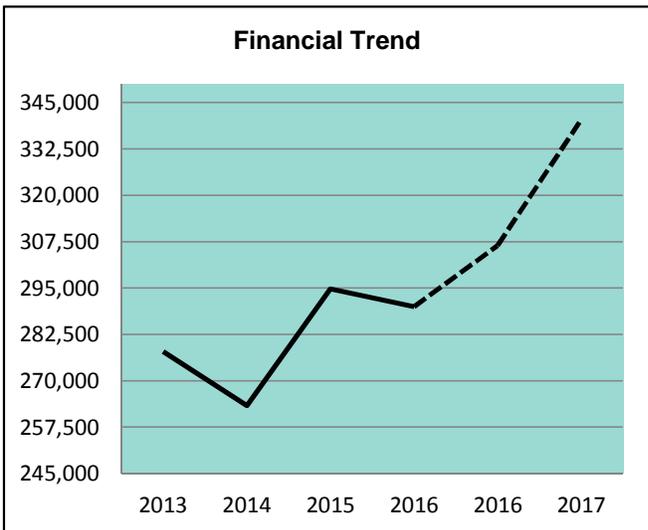
## Revenue Description and Projection Rationale

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

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

FY17 revenues are estimated based on continued growth of current programs and expansion of the competitive soccer program.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	135,054	-10.54%
2008 Actual	194,304	43.87%
2009 Actual	196,367	1.06%
2010 Actual	247,110	25.84%
2011 Actual	265,951	7.62%
2012 Actual	300,132	12.85%
2013 Actual	277,902	-7.41%
2014 Actual	263,313	-5.25%
2015 Actual	294,767	11.95%
2016 Budget	289,950	-1.63%
2016 Projected	306,400	5.67%
2017 CM Proposed	340,430	11.11%



# Special Event Contributions

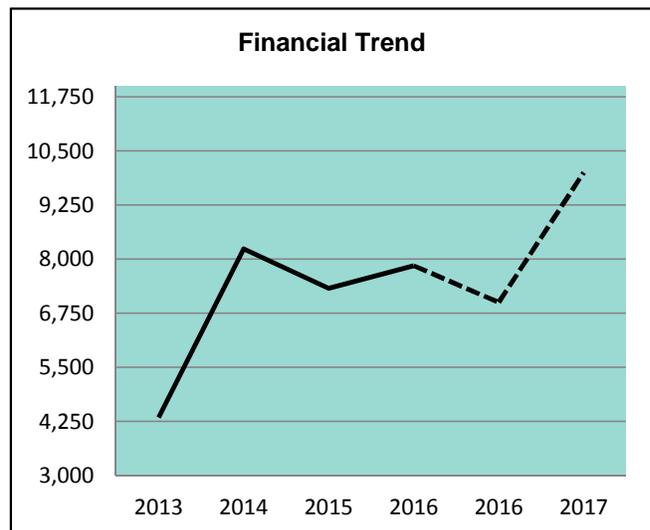
<b>General Ledger Codes:</b> <b>25 26-4720-0000</b>	<b>Legal Authority:</b> <b>Municipal Code: n/a</b> <b>State Statute: n/a</b>
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## Revenue Description and Projection Rationale

**Special Event Contributions** - This account is for recording of donations, sponsorships and other contributions for special events including the Easter Festival, July 4th, and Mayor's Christmas Tree Lighting.

FY16 revenues are expected to be down from budget due to limited sponsorships. However, FY17 estimated revenues are based on an expansion of the special events being offered and sponsored throughout the year as well as the additional staffing to pursue these revenues.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	3,823	-10.99%
2008 Actual	3,833	0.27%
2009 Actual	2,988	-22.06%
2010 Actual	4,810	60.98%
2011 Actual	6,047	25.73%
2012 Actual	6,622	9.50%
2013 Actual	4,343	-34.41%
2014 Actual	8,240	89.73%
2015 Actual	7,328	-11.07%
2016 Budget	7,850	7.12%
2016 Projected	7,000	-10.83%
2017 CM Proposed	10,000	42.86%



# Advertising Revenue

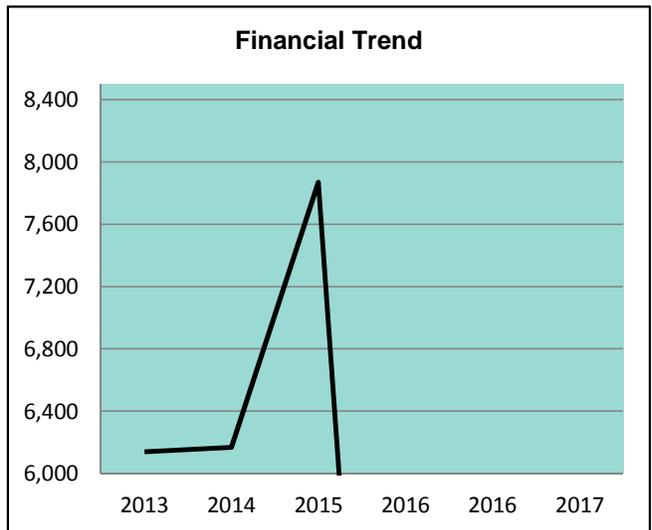
<b>General Ledger Codes:</b> 25 26-4725-0000	<b>Legal Authority:</b> Municipal Code: n/a State Statute: n/a
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## Revenue Description and Projection Rationale

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

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

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	1,578	N/A
2008 Actual	349	-77.88%
2009 Actual	896	156.73%
2010 Actual	4,660	420.09%
2011 Actual	7,680	64.81%
2012 Actual	7,929	3.24%
2013 Actual	6,139	-22.58%
2014 Actual	6,167	0.46%
2015 Actual	7,868	27.59%
2016 Budget	0	N/A
2016 Projected	0	N/A
2017 CM Proposed	0	N/A



# Concession Revenues

<p><b>General Ledger Codes:</b></p> <p style="text-align: center;"><b>25 26-4700-0000</b></p>	<p style="text-align: center;"><u><b>Legal Authority:</b></u></p> <p style="text-align: center;"><b>Municipal Code: n/a</b> <b>State Statute: n/a</b></p>
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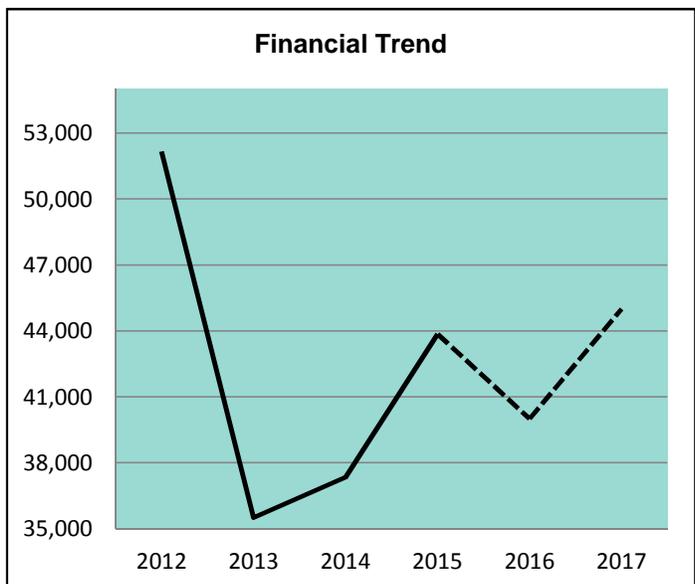
## Revenue Description and Projection Rationale

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

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

Staff projects that FY16 revenues will come in just below the budget due to a late spring start and condensed soccer season. FY17 revenues are projected to increase with the planned expansion of recreation programs.

Fiscal Year	Collection	Annual Percentage Change
2006 Actual	46,774	-1.65%
2007 Actual	48,456	3.60%
2008 Actual	46,095	-4.87%
2009 Actual	48,337	4.87%
2010 Actual	44,895	-7.12%
2011 Actual	41,709	-7.10%
2012 Actual	52,170	25.08%
2013 Actual	35,506	-31.94%
2014 Actual	37,340	5.17%
2015 Actual	43,855	17.45%
2016 Budget	40,000	-8.79%
2017 CM Propos	45,000	7.14%



# PARKS DIVISION

The Raymore Parks and Recreation Department, in conjunction with the Parks and Recreation Board, oversees the acquisition, development, and maintenance of various parklands within the City limits.

The Parks Division utilizes 5.82 FTE within the department's full-time staff to care for more than 285 acres of park land. Seasonal assistance is necessary during the peak park-use months of May through September.

## PROGRAMS

### ***Park Administration and Maintenance***

The Park Board is responsible for acquisition, development and maintenance of various parklands within the city limits and delegates the management of park resources to Park Administration. While preparation of fields for summer use, maintenance of park facilities, amenities, and trees are primary management functions, customer service to those who use park facilities and amenities such as shelters and ball fields, is considered foremost in all functions.

## GOALS

- Continue to pursue neighborhood park property dedications through the development process.
- Continue to implement opportunities toward sustainable practices in the parks and park facilities.
- Implement the updated Hawk Ridge Park Master plan with current CIP projects and GO Bond projects over the next three years.
- Design and implement T.B. Hanna Station improvements including the newly acquired church property and future preparations for acquisition of the remaining property adjacent to the Depot.
- Complete Memorial Park renovations including ADA access to the baseball fields, a loop trail and implementation of the Raymore Arboretum.
- Continue to beautify parks through annual tree planting, patron signage and landscaping projects.
- Continue improvements to the Recreation Park soccer fields utilizing the newly constructed irrigation system.

- Develop a Landscape and Horticulture Division within the department to increase plantings and the level of care of these areas.
- Finalize the Fort Natural Play area within Recreation Park.

## SIGNIFICANT BUDGETARY ISSUES

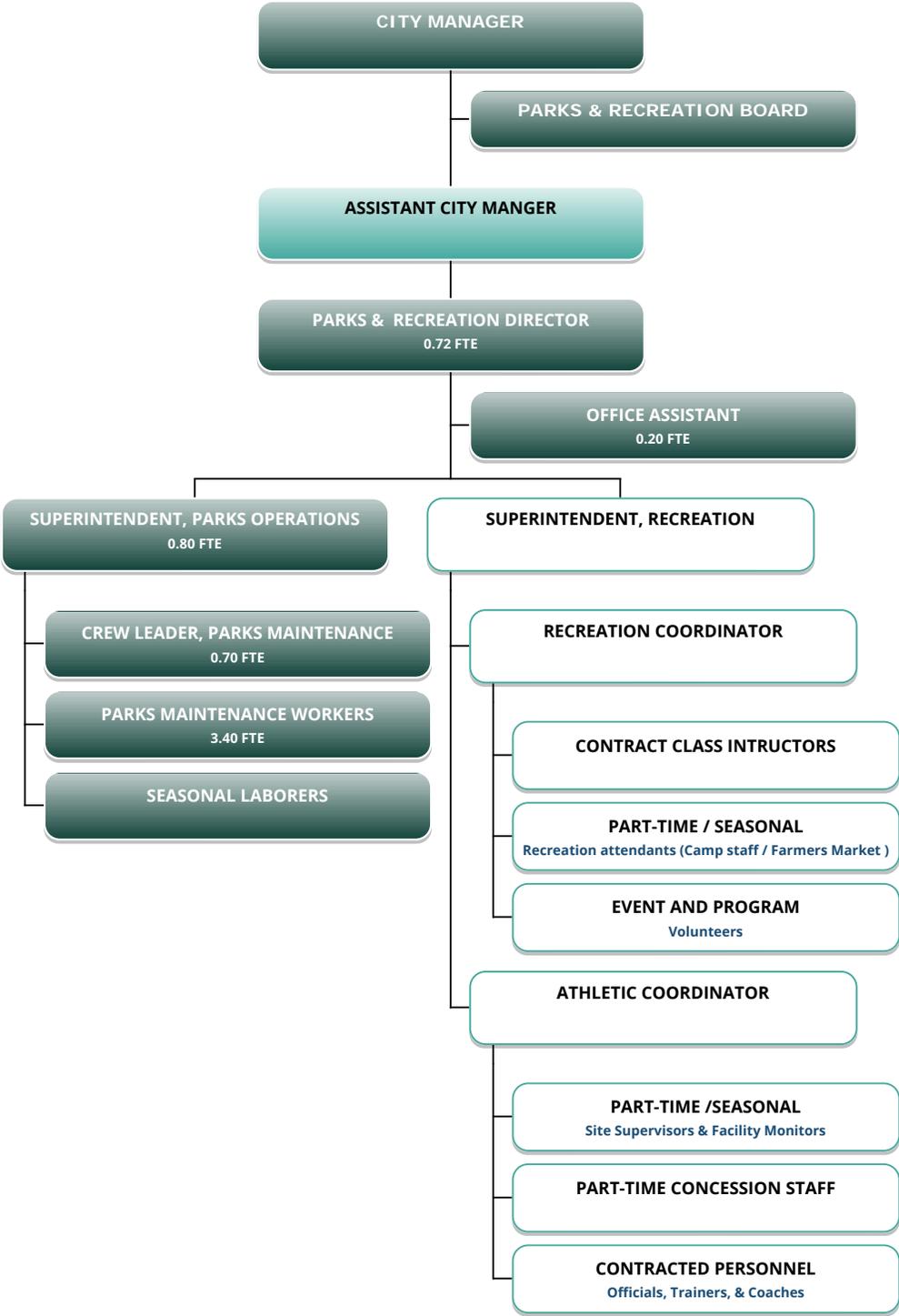
There are no significant budgetary issues for this fiscal year.

## FY 2016 PERFORMANCE SUMMARY

1. Continued to use sustainable practices in the parks through the use of natural areas and special mowing/management techniques. Reforestation projects were conducted that involved the planting of trees in park greenways.
2. Completed the backstop, fence and dugout replacement on the remaining four ball fields at Recreation Park.
3. Completed the Recreation Park tennis and basketball courts along with the tennis courts at Memorial Park.
4. The Department continued the park beautification program through tree planting and landscaping projects.
5. Completed the construction of an eighteen hole disc golf course at Recreation Park.
6. Continued the regular herbicide spraying program for the purpose of reducing the proliferation of dandelions, clover, and other undesirable vegetation, focusing the efforts on high visibility and turf playing areas.
7. Improved the general appearance of linear parks through the continuance of a selective herbicide spraying program that stunts the growth of invasive species in greenways.



# PARKS DIVISION



# PARKS DIVISION

## By Category

	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17	2016-17
	Actual	Actual	Budget *	Projected	Department Requested	2016-17 C.M. Proposed	Council Adopted
Personnel	409,293	383,079	436,376	430,679	427,353	446,087	446,087
Commodities	34,124	32,574	33,496	24,547	24,463	24,463	24,463
Maintenance and Repairs	50,137	61,030	51,700	52,762	52,220	52,220	52,220
Utilities	45,916	43,214	44,926	43,000	47,460	47,460	47,460
Contractual	24,099	21,784	36,024	32,604	45,333	45,333	45,333
Capital Outlay	0	36,332	32,118	31,998	5,000	5,000	5,000
Transfers/Miscellaneous	49,839	51,460	56,126	56,126	47,617	47,617	47,617
Debt Service	0	0	0	0	0	0	0
<b>Total</b>	<b>613,409</b>	<b>629,473</b>	<b>690,766</b>	<b>671,716</b>	<b>649,446</b>	<b>668,180</b>	<b>668,180</b>

\* includes budget amendment

## Division Position Control Roster

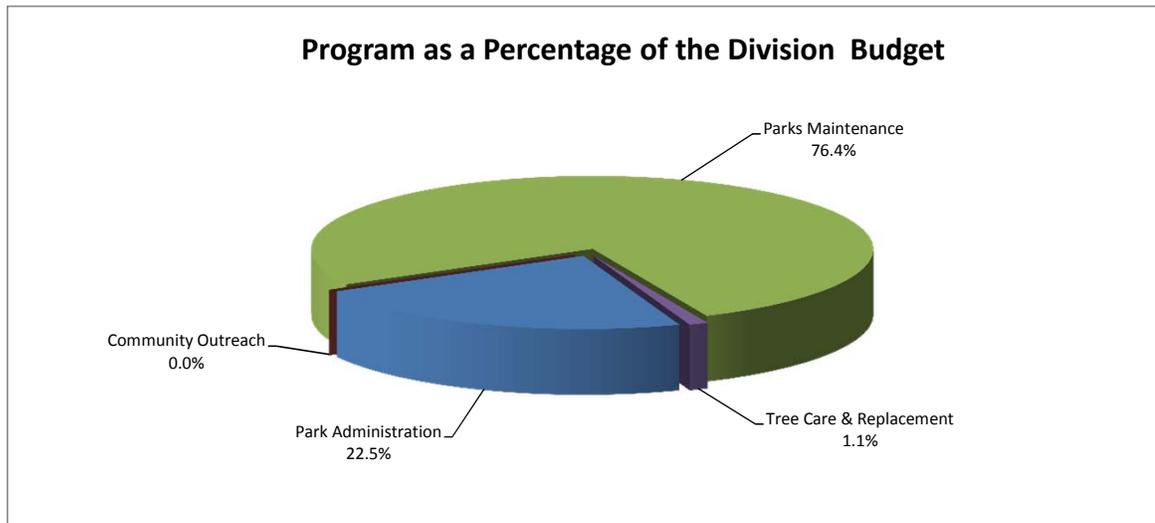
	2014-15	2015-16	2016-17
	Actual	Actual	Adopted
Director, Parks & Recreation	0.65	0.72	0.72
Superintendent, Parks Operation	0.80	0.80	0.80
Crew Leader, Parks Maintenance	0.70	0.70	0.70
Parks Maintenance Worker	3.40	3.40	3.40
Office Assistant P/T **	0.40	0.20	0.20
Community Outreach Coordinator *	0.25	0.00	0.00
<b>Total FTE</b>	<b>6.20</b>	<b>5.82</b>	<b>5.82</b>

\* This position was moved during FY15 to be fully funded in the Administration Department of the General Fund

\*\* The Athletic Coordinator position was created in FY16 along with the reduction in the Office Assistant FTE

## By Program

Park Administration	150,596
Community Outreach	0
Parks Maintenance	511,252
Tree Care & Replacement	7,310
<b>Total</b>	<b>669,158</b>



# RECREATION DIVISION

The Raymore Parks and Recreation Department, in conjunction with the Parks and Recreation Board, is responsible for planning, organizing, offering, and supervising a variety of recreation programs and special events for the benefit of the citizens of the City and surrounding community.

Currently, the Recreation Division utilizes 3.63 FTE within the department's full-time staff. Additional special part-time employees are hired to supervise and instruct recreation programs and camps.

## PROGRAMS

### ***Recreation Administration***

Planning, organizing, and offering a variety of recreation programs and special events for the benefit of the residents of the City is the primary function of this area. Scheduling and coordinating programs and events within the availability of facilities and overseeing the staff to coordinate activities is also a critical responsibility of this area.

## GOALS

- Ensure cost recovery of recreation programs and special events conforms to the Park Board Revenue Policy.
- Continue to improve participants' recreation program experience by using the information gathered in evaluations of recreation programs. Use an online evaluation survey service for customer convenience.
- Continue to increase public awareness and business support for special events hosted by the department.
- Develop new recreation programs and special events to better serve the residents of Raymore.
- Continue to build and increase participation in the Raymore United Competitive Soccer program in addition to the recreation soccer offering through the Parks and Recreation Department.

## FY 2016 PERFORMANCE SUMMARY

1. Increased business support for sports programs by adding sponsorship options for sports

leagues.

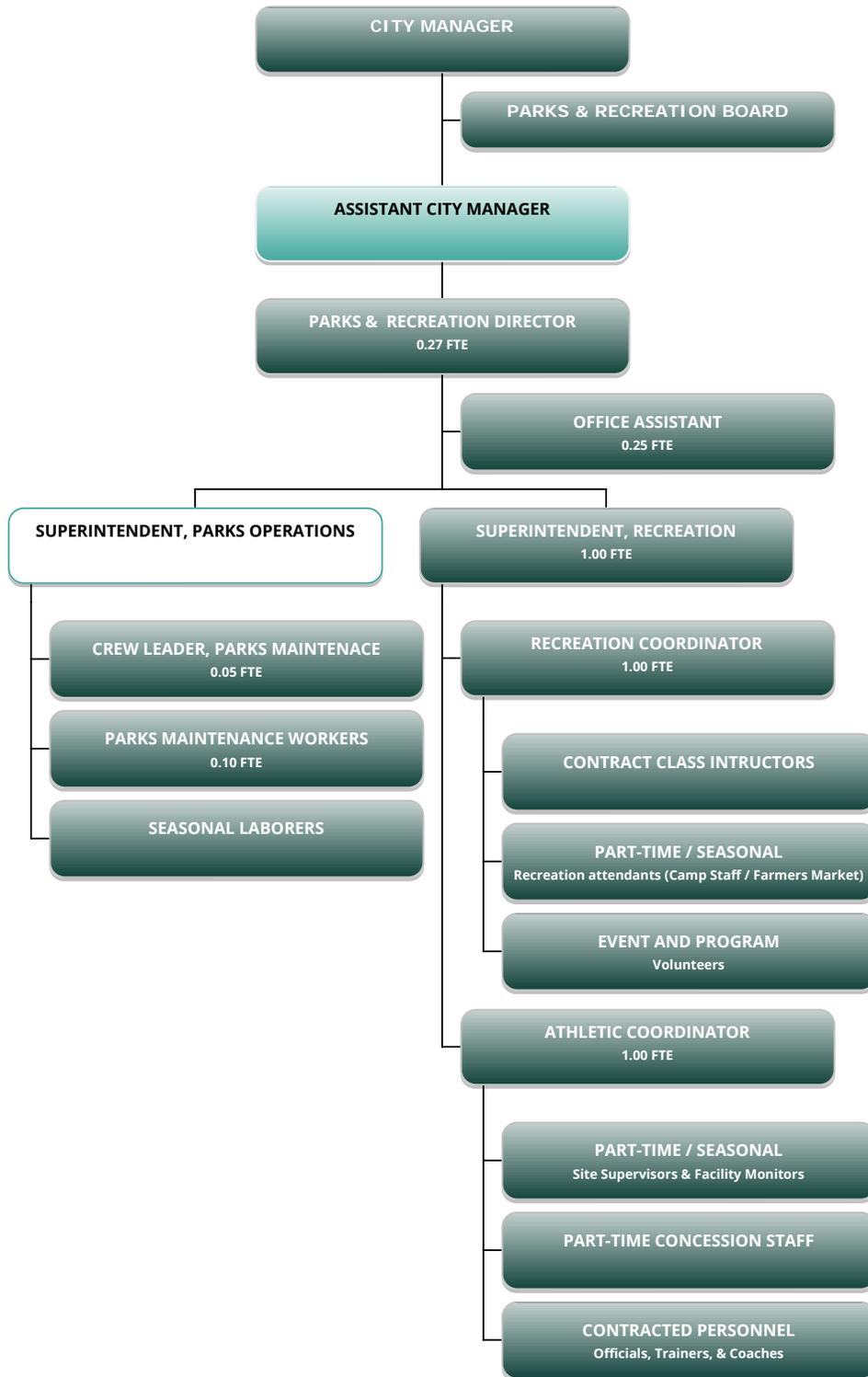
2. Continued working with community partners and other City Departments to enhance special events hosted by the Recreation Division. Staff also worked on new marketing techniques with the Communications Department to enhance awareness of department offerings.
3. Increased tournament rentals at the baseball/ softball complex, providing additional revenue.
4. Continued updates to the software system used by the department are being completed to offer a simpler and easier registration process through online avenues. An estimated 70% of patrons are now utilizing the online registration process for programs and activities.
5. Partnered with school district personnel and departments to continue to expand to the benefit of programs, activities and participants.
6. Created the Raymore United Soccer Club competitive soccer program. Skills evaluations, tryouts, clinics and trainers were all offered through the club in FY 2016.
7. Added younger age divisions in Youth Recreational Volleyball, season-end tournament for the Youth Recreational Soccer, Mini Mud Run Event, Trucktoberfest Event, expanded Movie Night Events, Lego Camp, and a Youth Competitive Softball program.

Recreation Division. This position will not only alleviate growing responsibilities for current staff, but also provide much needed customer service and program enhancements to our adult and youth athletic programs. This position is currently included and funded within the budget. To help offset cost from the initial financial impact of the increased recreation programs. this budget includes a one time transfer of an additional \$25,000 from Fund 47 for FY 2017.

## SIGNIFICANT BUDGETARY ISSUES

1. A budget amendment in FY 2016 added a full time Athletic Coordinator (one FTE) to the

# RECREATION DIVISION



# RECREATION DIVISION

## By Category

	2013-14 Actual	2014-15 Actual	2015-16 Budget *	2015-16 Projected	2016-17 division Requested	2016-17 C.M. Proposed	2016-17 Council Adopted
Personnel	248,993	253,601	311,035	301,414	343,669	359,131	359,131
Commodities	17,877	18,339	17,611	13,997	15,578	15,578	15,578
Maintenance and Repairs	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0
Contractual	180,318	183,871	213,380	213,129	228,015	228,015	228,015
Capital Outlay	307	33	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>447,495</b>	<b>455,845</b>	<b>542,026</b>	<b>528,540</b>	<b>587,262</b>	<b>602,724</b>	<b>602,724</b>

\* includes budget amendment

## Division Position Control Roster

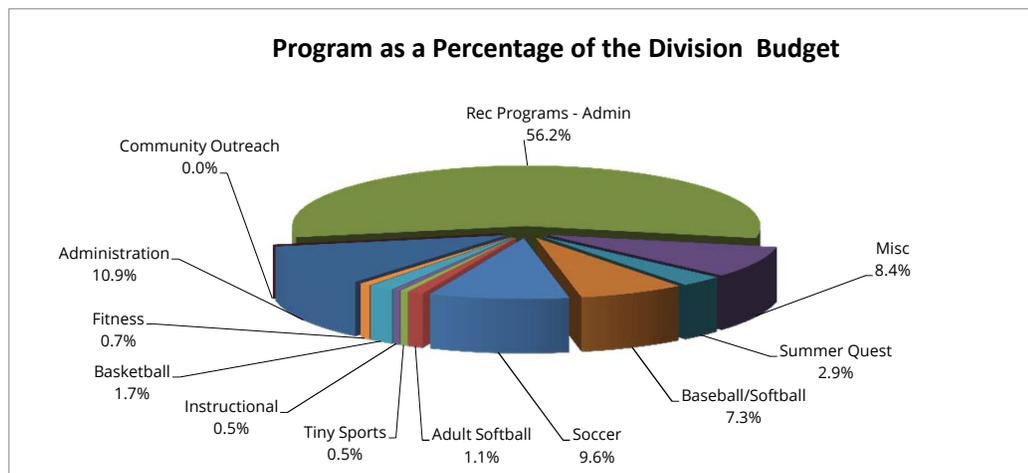
	2014-15 Actual	2015-16 Actual	2016-17 Adopted
Director, Parks & Recreation	0.20	0.28	0.28
Recreation Superintendent	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00
Athletic Coordinator **	0.00	1.00	1.00
Crew Leader, Parks Maintenance	0.05	0.05	0.05
Parks Maintenance Worker	0.10	0.10	0.10
Office Assistant P/T **	0.40	0.20	0.20
Community Outreach Coordinator *	0.25	0.00	0.00
<b>Total FTE</b>	<b>3.00</b>	<b>3.63</b>	<b>3.63</b>

\* This position was moved during FY15 to be fully funded in the Administration division of the General Fund

\*\* The Athletic Coordinator position was created in FY16 along with the reduction in the Office Assistant FTE

## By Program

Administration	65,748
Community Outreach	0
Rec Programs - Admin	337,888
Rec Programs - Misc	50,800
Rec Programs - Summer Quest	17,660
Rec Programs - Base/softball	44,000
Rec Programs - Soccer	57,950
Rec Programs - Adult Softball	6,400
Rec Programs - Tiny Sports	3,300
Rec Programs - Instructional	3,000
Rec Programs - Basketball	10,500
Rec Programs - Fitness	4,500
<b>Total</b>	<b>601,746</b>



**Enterprise Fund (50)**

	2013-14 Actual	2014-15 Actual	2015-2016 Council Adopted	2015-2016 Projected	2016-17 Department Requested	2016-17 C.M. Proposed	2016-17 Council Adopted	2017-18 Forecast	2018-19 Forecast
<b>Fund Balance - CASH</b>									
Beginning of Year	1,531,363	1,178,801	1,214,622	1,120,608	1,601,856	1,601,856	1,601,856	1,591,010	1,589,220
<b>Revenue</b>									
Water Sales	2,827,593	2,816,265	3,275,503	3,238,801	3,394,536	3,394,536	3,394,536	3,536,354	3,755,506
Sewer Use Charge	2,412,533	2,550,688	2,757,289	2,984,697	2,881,498	2,881,498	2,881,498	3,106,521	3,257,740
Water Meter Supply Fee	33,075	48,020	27,125	50,050	38,898	38,898	38,898	39,676	40,866
Utility Penalties	134,818	132,270	140,196	141,592	144,424	144,424	144,424	147,312	151,732
Contractual Revenue	11,353	11,353	11,383	11,353	11,353	11,353	11,353	11,727	11,961
Interest	6,380	11,086	7,228	10,384	10,592	10,592	10,592	7,228	7,372
Miscellaneous	8,392	6,545	6,070	3,000	3,318	3,318	3,318	5,085	5,187
SRF/bond-Interest/Credit	154,721	153,470	155,556	155,556	153,525	153,525	153,525	155,556	155,556
<b>Total Revenue</b>	<b>5,588,865</b>	<b>5,729,697</b>	<b>6,380,350</b>	<b>6,595,433</b>	<b>6,638,144</b>	<b>6,638,144</b>	<b>6,638,144</b>	<b>7,009,459</b>	<b>7,385,920</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>7,120,228</b>	<b>6,908,498</b>	<b>7,594,972</b>	<b>7,716,041</b>	<b>8,240,000</b>	<b>8,240,000</b>	<b>8,240,000</b>	<b>8,600,469</b>	<b>8,975,140</b>
<b>Expenditures</b>									
Personnel	770,360	782,959	907,430	780,930	885,493	929,130	929,130	948,702	977,163
Commodities	1,760,400	1,691,044	1,986,355	1,851,263	2,061,199	2,061,199	2,061,199	2,188,231	2,322,990
Maintenance & Supplies	133,038	135,357	142,900	141,400	156,635	156,635	156,635	162,900	169,416
Utilities	81,904	86,665	77,400	82,971	88,824	88,824	88,824	92,377	96,072
Contractual	1,631,579	1,813,224	1,827,859	1,912,061	1,968,807	1,968,807	1,968,807	1,994,550	2,071,518
Capital Projects (Operating)									
Transfer to VERP	94,260	111,916	98,822	98,822	98,822	98,822	98,822	102,775	106,886
Transfer to General Fund	687,528	727,606	756,464	756,464	771,540	771,540	771,540	826,060	859,102
Miscellaneous	5,328	7,903							
Debt Service	89,322	197,074	155,556	156,131	153,525	153,525	153,525	155,556	155,556
<b>Total Operating Expense</b>	<b>5,253,719</b>	<b>5,553,748</b>	<b>5,952,786</b>	<b>5,780,042</b>	<b>6,184,845</b>	<b>6,228,482</b>	<b>6,228,482</b>	<b>6,471,151</b>	<b>6,758,703</b>
<i>Net Operating Revenue (Expense)</i>	<i>335,146</i>	<i>175,949</i>	<i>427,564</i>	<i>815,391</i>	<i>453,299</i>	<i>409,662</i>	<i>409,662</i>	<i>538,308</i>	<i>627,217</i>
Project Carryover									
Construction									
Transfer to Restricted Revenue Fund			100,000	100,000	100,000	100,000	100,000	100,000	100,000
Transfer to Ent. Cap Maint Fund	687,709	234,144	234,144	234,144	364,146	364,146	364,146	440,099	516,099
<b>Total Capital / Other Expenditures</b>	<b>687,709</b>	<b>234,144</b>	<b>334,144</b>	<b>334,144</b>	<b>464,146</b>	<b>464,146</b>	<b>464,146</b>	<b>540,099</b>	<b>616,099</b>
<b>Total Expenditures</b>	<b>5,941,428</b>	<b>5,787,892</b>	<b>6,286,930</b>	<b>6,114,186</b>	<b>6,648,991</b>	<b>6,692,628</b>	<b>6,692,628</b>	<b>7,011,250</b>	<b>7,374,802</b>
<b>Fund Balance (Gross)</b>	<b>1,178,801</b>	<b>1,120,608</b>	<b>1,308,043</b>	<b>1,601,856</b>	<b>1,591,010</b>	<b>1,547,373</b>	<b>1,547,373</b>	<b>1,589,220</b>	<b>1,600,339</b>
<b>Non-operating Income &amp; Loss</b>									
Depreciation Expense	(2,814,136)	(2,769,829)							
Allowance	2,814,136	2,769,829							
Other									
Transfers In									
Transfers Out									
	-	-	-	-	-	-	-	-	-
<b>Net Fund Balance (Cash)</b>	<b>1,178,801</b>	<b>1,120,608</b>	<b>1,308,043</b>	<b>1,601,856</b>	<b>1,591,010</b>	<b>1,547,373</b>	<b>1,547,373</b>	<b>1,589,220</b>	<b>1,600,339</b>
<i>Less: Reserve Balance 20% of Exp</i>	<i>(1,050,744)</i>	<i>(1,110,750)</i>	<i>(1,190,557)</i>	<i>(1,156,008)</i>	<i>(1,236,969)</i>	<i>(1,245,696)</i>	<i>(1,245,696)</i>	<i>(1,294,230)</i>	<i>(1,351,741)</i>
<b>Available Fund Balance - End of Year</b>	<b>128,058</b>	<b>9,858</b>	<b>117,486</b>	<b>445,848</b>	<b>354,041</b>	<b>301,677</b>	<b>301,677</b>	<b>294,990</b>	<b>248,599</b>
Solid Waste Fees	957,065	946,793	948,000	975,000	980,000	980,000	980,000	1,019,200	1,059,968
Solid Waste Container Fees									
<b>Total Revenue</b>	<b>957,065</b>	<b>946,793</b>	<b>948,000</b>	<b>975,000</b>	<b>980,000</b>	<b>980,000</b>	<b>980,000</b>	<b>1,019,200</b>	<b>1,059,968</b>
Contractual Services	957,065	947,698	948,000	975,000	980,000	980,000	980,000	1,019,200	1,059,968
<b>Total Expenditures</b>	<b>957,065</b>	<b>947,698</b>	<b>948,000</b>	<b>975,000</b>	<b>980,000</b>	<b>980,000</b>	<b>980,000</b>	<b>1,019,200</b>	<b>1,059,968</b>
<i>Net Solid Waste Revenue (Expense)</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</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 projected revenues are based on cost of service and a % of capital cost of future replacement on infrastructure. The departmental expenses are estimated using a 4% inflation factor, while contractual expenses for water and sewer are based on known projected increases from those entities.

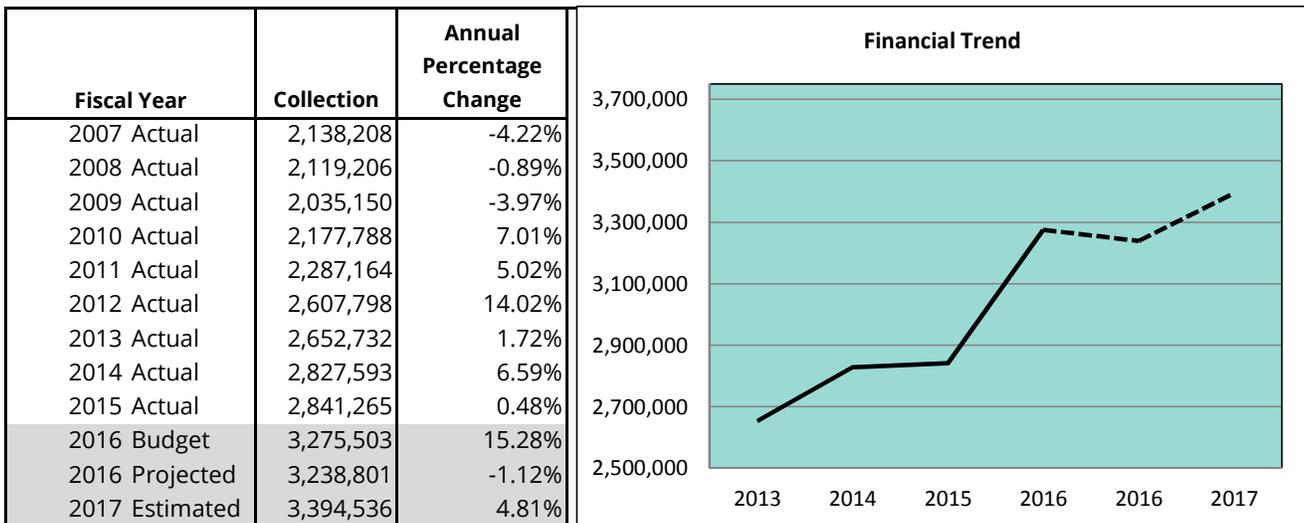
# Water Sales

<b>General Ledger Codes:</b> <p style="text-align: center;"><b>50-00-4610-0000</b></p>	<p style="text-align: center;"><b><u>Legal Authority:</u></b></p> <p style="text-align: center;"><b>Municipal Code: Section 700 &amp; 705</b>  <b>State Statute: Chapter 91 RSMo.</b></p>
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## Revenue Description and Projection Rationale

**Water Sales** - City of Raymore FY 2017 water rates are \$7.04 per one thousand (1,000) gallons of water consumed. The FY16 rate was \$6.70. All residents receive a minimum bill for two thousand gallons of water and two thousand gallons sewer usage.

Revenues for FY17 are being based on addition of 100 homes with an average bill of \$37.31 per month.



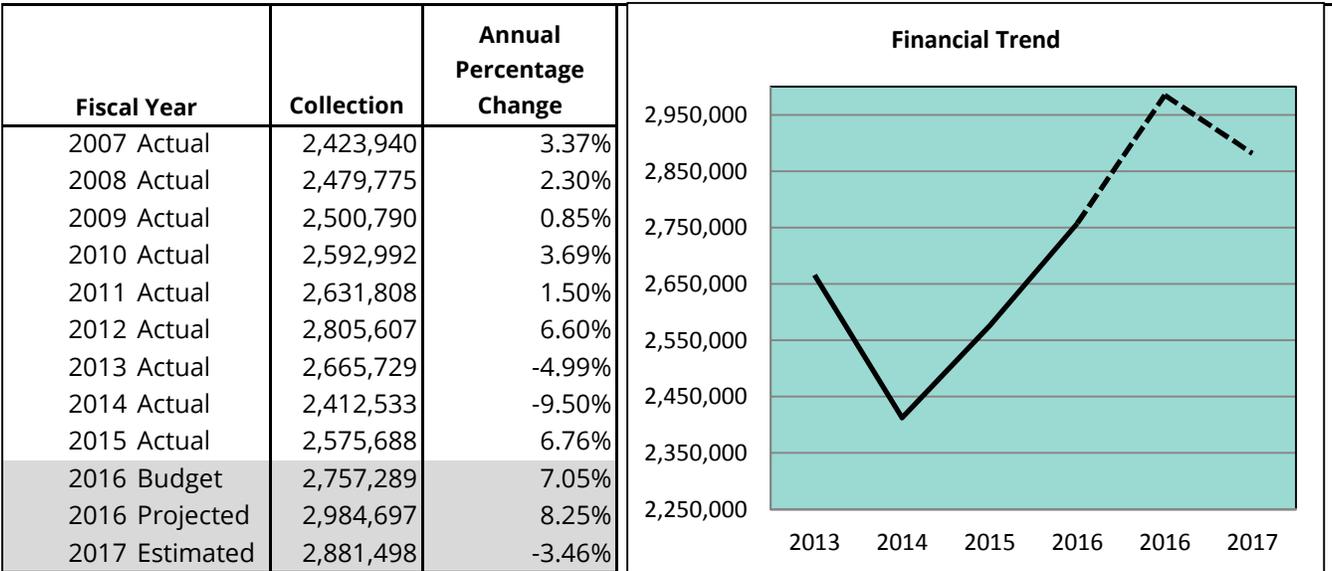
# Sewer Use Charge

<b>General Ledger Codes:</b>  <p style="text-align: center;"><b>50-00-4630-0000</b></p>	<p style="text-align: center;"><b>Legal Authority:</b></p> <p style="text-align: center;"><b>Municipal Code: Section 700 &amp; 710</b>  <b>State Statute: Chapter 91 RSMo.</b></p>
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## Revenue Description and Projection Rationale

**Sewer Use Charges** - Sewerage use rates are charged by either actual use or winter averaging. In FY 2017, actual use rates are seven dollars forty-seven cents (\$7.47) per one thousand gallons of actual water consumed. Winter-averaged rates are seven dollars ninety-two cents (\$7.92) 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 FY17 are being based on addition of 100 homes with an average bill of \$39.59 per month.



# Water Meter Supply Fee

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

**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 100 new residential and commercial sites being constructed.

Fiscal Year	Collection	Annual Percentage Change	Financial Trend			
2007 Actual	61,202	195.23%				
2008 Actual	34,415	-43.77%				
2009 Actual	11,760	-65.83%				
2010 Actual	17,329	47.36%				
2011 Actual	13,055	-24.66%				
2012 Actual	17,640	35.12%				
2013 Actual	28,030	58.90%				
2014 Actual	33,075	18.00%				
2015 Actual	48,020	45.19%				
2016 Budget	27,125	-43.51%				
2016 Projected	50,050	84.52%				
2017 Estimated	38,898	-22.28%				

# Utility Penalties

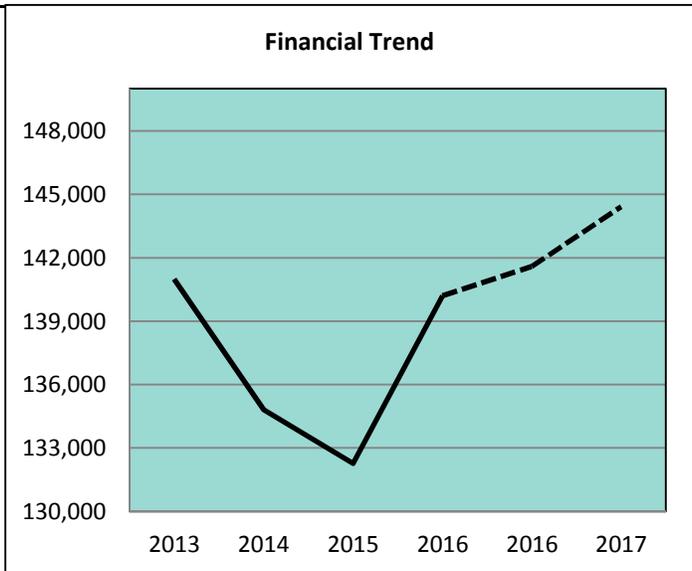
<p><b>General Ledger Codes:</b> 50-00-4600-0000</p>	<p><b>Legal Authority:</b> Municipal Code: Section 700, 705 &amp; 710 State Statute: Chapter 91 RSMo.</p>
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## Revenue Description and Projection Rationale

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

Staff is estimating FY17 revenue based on projected FY 2016 projected revenues plus a 2% increase.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	126,375	10.74%
2008 Actual	128,229	1.47%
2009 Actual	143,703	12.07%
2010 Actual	132,516	-7.78%
2011 Actual	141,294	6.62%
2012 Actual	140,631	-0.47%
2013 Actual	140,980	0.25%
2014 Actual	134,818	-4.37%
2015 Actual	132,270	-1.89%
2016 Budget	140,196	5.99%
2016 Projected	141,592	1.00%
2017 Estimated	144,424	2.00%



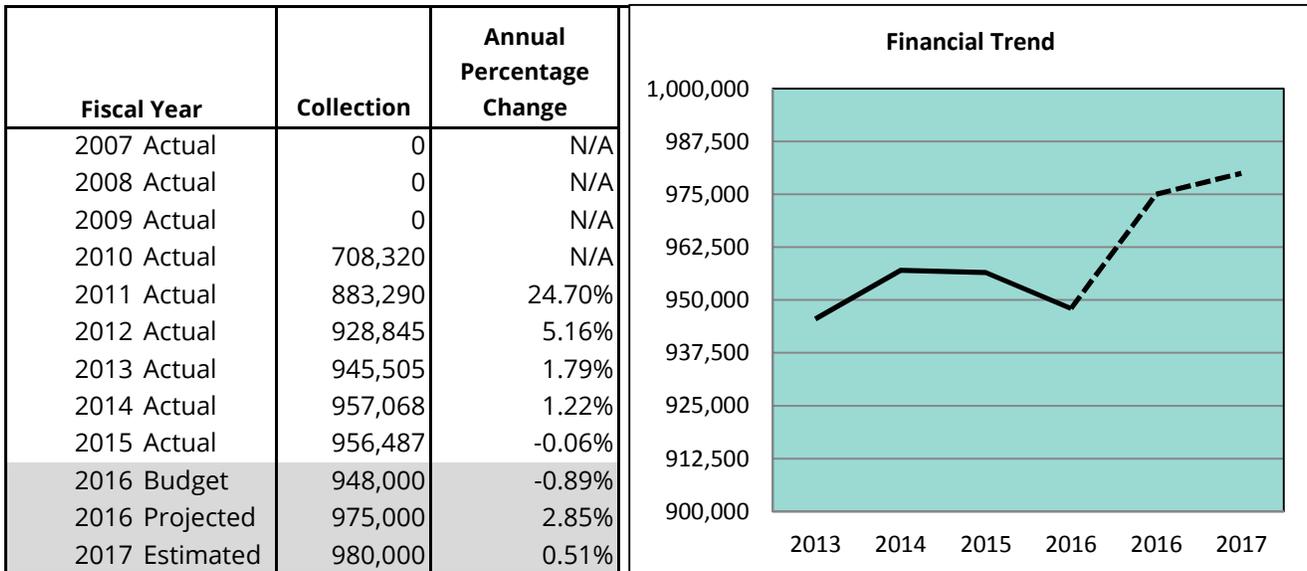
# Solid Waste Fees

<p><b>General Ledger Codes:</b> <b>50-00-4640-0000</b></p>	<p style="text-align: center;"><b><u>Legal Authority:</u></b></p> <p style="text-align: center;"><b>Municipal Code: Section 235</b> <b>State Statute: Chapter 70 RSMo.</b> <b>State Statute: Chapter 260 RSMo.</b></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.

FY17 revenue is estimated with an additional 100 homes and the contracted cost of \$11.91 per home through 2016, and remaining at \$11.91 per month through 2017.



# Contractual

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

**Contractual-** This account is used to record the monthly connection fees and annual contract agreement fees between the City and Dike land Sewer District.

Fiscal Year	Collection	Annual Percentage Change	Financial Trend			
2007 Actual	4,582	0.00%				
2008 Actual	4,582	0.00%				
2009 Actual	4,582	0.00%				
2010 Actual	5,362	17.03%				
2011 Actual	10,826	101.90%				
2012 Actual	9,778	-9.68%				
2013 Actual	11,249	15.05%				
2014 Actual	11,353	0.92%				
2015 Actual	11,353	0.00%				
2016 Budget	11,383	0.26%				
2016 Projected	11,383	0.00%				
2017 Estimated	11,353	-0.26%				

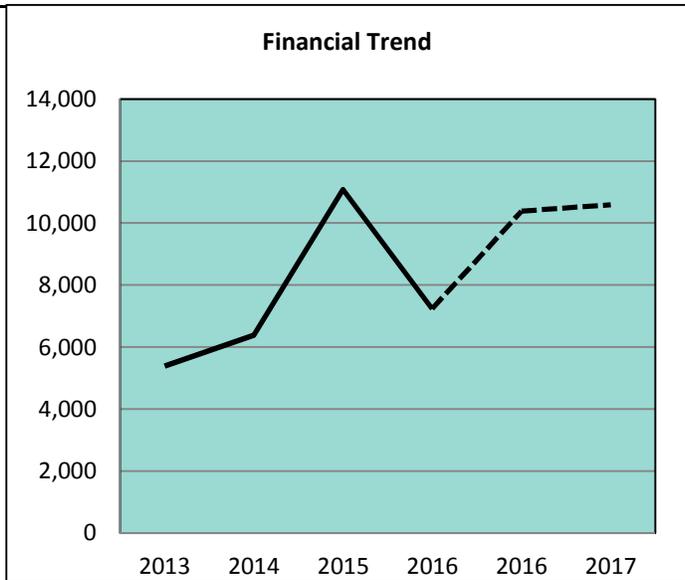
# Interest Revenue

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

**Interest Revenue** - This account is used to record revenues associated with the City's return on investments of idle funds. FY 2017 revenues are based on the FY 2016 projected amount plus 2%.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	249,278	17.04%
2008 Actual	120,955	-51.48%
2009 Actual	51,734	-57.23%
2010 Actual	13,964	-73.01%
2011 Actual	6,309	-54.82%
2012 Actual	2,695	-57.28%
2013 Actual	5,385	99.78%
2014 Actual	6,380	18.48%
2015 Actual	11,086	73.77%
2016 Budget	7,228	-34.80%
2016 Projected	10,384	43.67%
2017 Estimated	10,592	2.00%



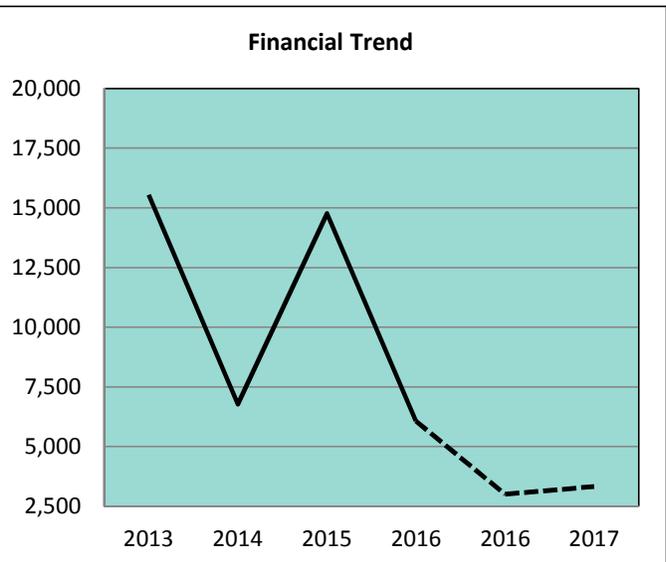
# Miscellaneous

<b>General Ledger Codes:</b> <b>50-00-4370-0000</b>	<b>Legal Authority:</b> <b>State Statute: Chapter 82</b>
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## Revenue Description and Projection Rationale

**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
2007 Actual	7,569	4.11%
2008 Actual	12,733	68.23%
2009 Actual	7,032	-44.78%
2010 Actual	9,554	35.87%
2011 Actual	20,685	116.50%
2012 Actual	13,376	-35.34%
2013 Actual	15,543	16.21%
2014 Actual	6,771	-56.44%
2015 Actual	14,755	117.91%
2016 Budget	6,070	-58.86%
2016 Projected	3,000	-50.58%
2017 Estimated	3,318	10.60%



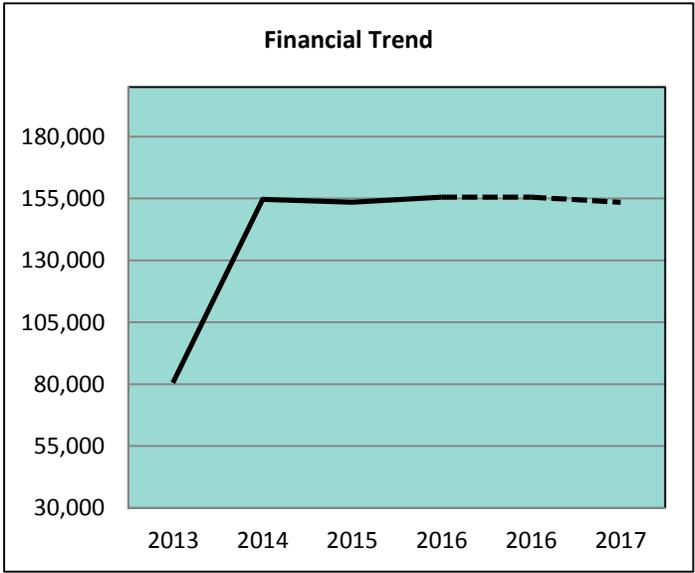
# SRF Interest Credit

<p><b>General Ledger Codes:</b></p> <p style="text-align: center;">50-30-4355-0000 50-96-4355-0000</p>	<p style="text-align: center;"><u>Legal Authority:</u></p> <p style="text-align: center;">EIERA-92A City of Raymore, Missouri 1999B GO Bond (Issued through SRF)</p>
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## Revenue Description and Projection Rationale

**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
2007 Actual	47,455	374.55%
2008 Actual	118,676	150.08%
2009 Actual	91,916	-22.55%
2010 Actual	83,873	-8.75%
2011 Actual	88,470	5.48%
2012 Actual	83,662	-5.43%
2013 Actual	80,419	-3.88%
2014 Actual	154,721	92.39%
2015 Actual	153,470	-0.81%
2016 Budget	155,556	1.36%
2016 Projected	155,556	0.00%
2017 Estimated	153,525	-1.31%



# WATER UTILITIES

The Operation & Maintenance Division of the Public Works Department includes four functions: Street, Storm, Water and Sewer. The Assistant Public Works Director of Operations and Maintenance (hereafter referred to as the Assistant Director of Public Works) and the Administrative Assistant handle the administration of these sections. The Assistant Director of Public Works handles human resources, 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.

The Water Utilities Department is involved in the operation and maintenance of the water distribution system serving more than 7,200 customers. This includes regular inspection and maintenance of the distribution system, Kentucky Pump Station, and three storage facilities; valve location; hydrant inventory and maintenance and ensuring compliance with State and Federal regulations. The Water Utilities Department is comprised of the Assistant Director of Public Works, Crew Supervisor, maintenance workers, and the administrative assistant, all of whom work in the Street, Storm and Sewer sections.

## 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.

## GOALS

1. Expand the use of the computerized maintenance management system for complaint tracking, work requests, work order generation, inventory control system, maintenance of infrastructure and effective job and activity costing.
2. Establish a plan and develop a system for the identification and maintenance of Raymore's critical infrastructure assets.

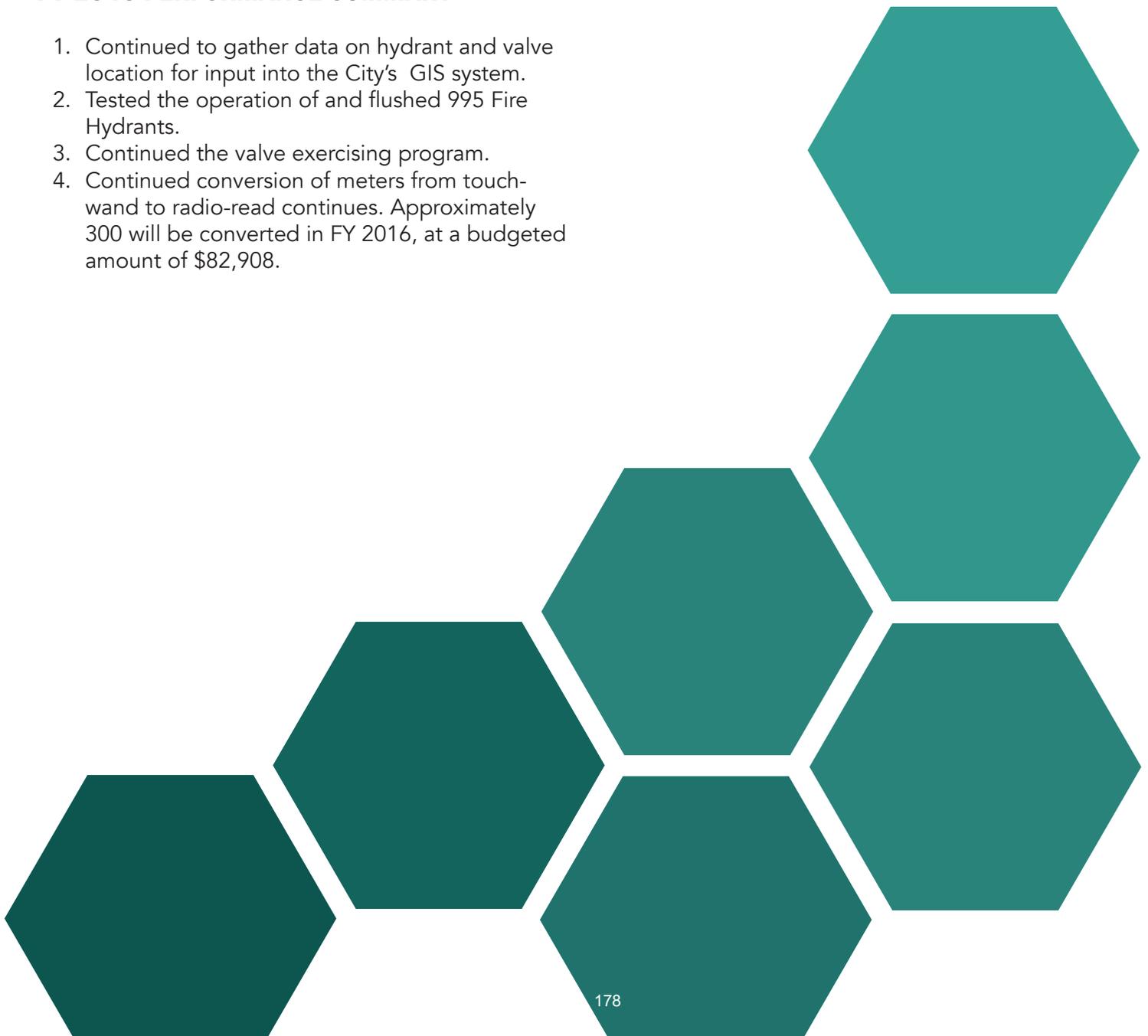
3. Continue to implement career development/training plans for division employees.
4. Explore intergovernmental relationships to positively affect our infrastructure.
5. Review the work order system to assure the best possible customer service.
6. Maintain water system.
7. Operate and maintain the water distribution system and continue the program for valve inventory and maintenance.
8. Continue the program for hydrant inventory and maintenance.
9. Continue to service the City's water distribution system.
10. Continue to be actively involved in the APWA Accreditation process.

## SIGNIFICANT BUDGETARY ISSUES

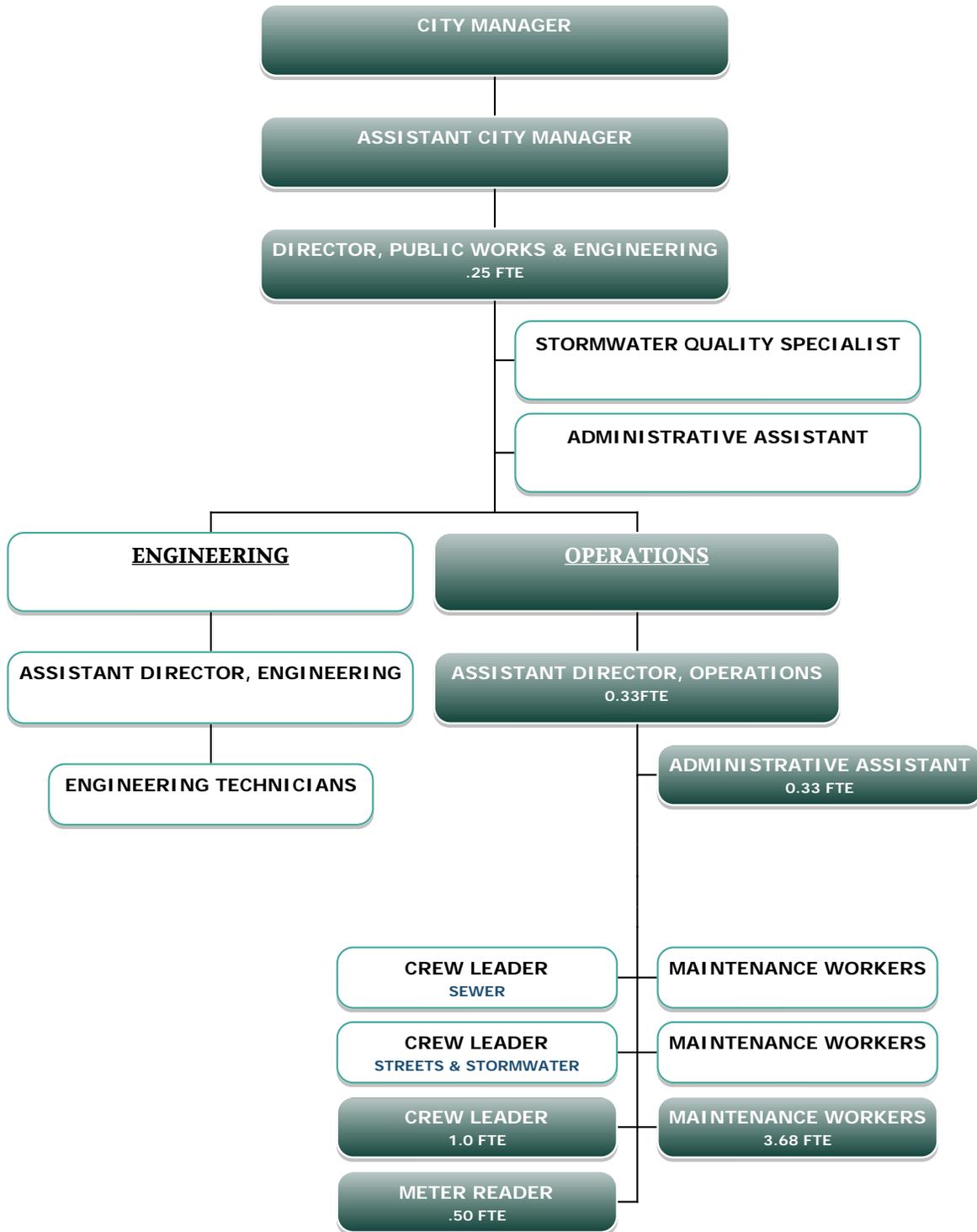
1. The cost of purchase of water from Kansas City Water Services is included in this budget. The City's rate for water is scheduled to rise by 5%, from the FY 2016 budgeted amount of \$1,813,002.
2. The City's conversion program was utilizing Amco residential meters. However, in 2016, staff was informed that Amco has discontinued this product. Included in this budget is \$84,525 to continue changing out old meters with Sensus Iperl meters.

## FY 2016 PERFORMANCE SUMMARY

1. Continued to gather data on hydrant and valve location for input into the City's GIS system.
2. Tested the operation of and flushed 995 Fire Hydrants.
3. Continued the valve exercising program.
4. Continued conversion of meters from touch-wand to radio-read continues. Approximately 300 will be converted in FY 2016, at a budgeted amount of \$82,908.



# WATER UTILITIES



# WATER UTILITIES

## By Category

	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17	2016-17
	Actual	Actual	Budget*	Projected	Department Requested	2016-17 C.M. Proposed	Council Adopted
Personnel	386,869	390,788	467,570	391,694	456,697	478,963	478,963
Commodities	1,742,151	1,701,949	1,998,390	1,836,673	2,039,224	2,039,224	2,039,224
Maintenance and Repairs	39,579	37,097	61,460	60,460	70,095	70,095	70,095
Utilities	15,872	18,782	22,311	18,011	22,995	22,995	22,995
Contractual	75,206	97,812	267,703	255,622	183,313	183,313	183,313
Capital Outlay	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0
Transfers/Miscellaneous	1,310,816	1,297,376	427,643	427,643	435,181	435,181	435,181
<b>Total</b>	<b>3,570,493</b>	<b>3,543,804</b>	<b>3,245,077</b>	<b>2,990,103</b>	<b>3,207,505</b>	<b>3,229,771</b>	<b>3,229,771</b>

\* Includes budget amendments

## Division Position Control Roster

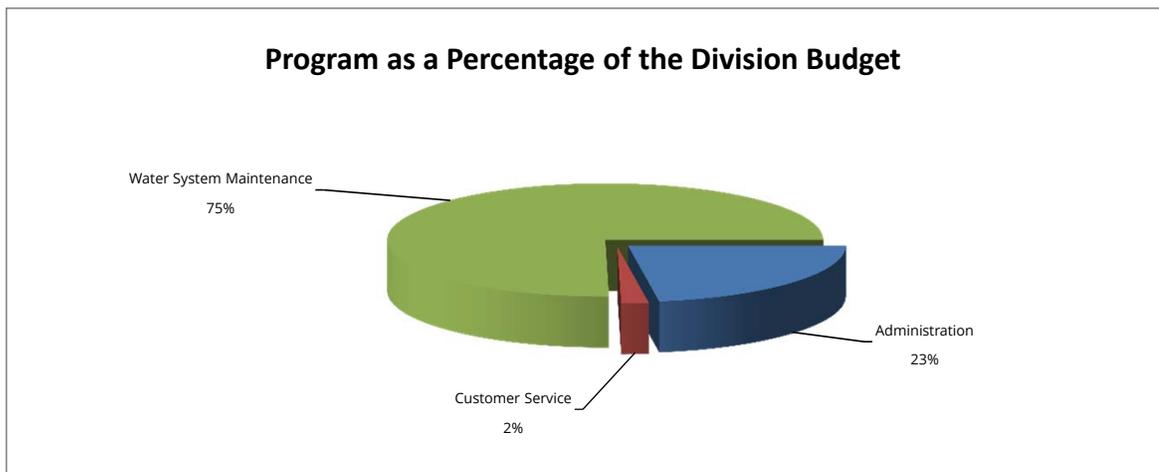
	2014-15	2015-16	2016-17
	Actual	Actual	Adopted
Director, Public Works & Engineering	0.25	0.25	0.25
Assistant Director, PW - Operations	0.33	0.33	0.33
Public Works Field Supervisor *	0.34	0.00	0.00
Crew Leader, Water/Sewer	1.00	1.00	1.00
Maintenance Worker **	3.00	3.68	3.68
Administrative Assistant	0.33	0.33	0.33
Meter Reader	0.50	0.50	0.50
<b>Total FTE</b>	<b>5.75</b>	<b>6.09</b>	<b>6.09</b>

\* Elimination of position after the 1st Qtr

\*\* Creation of two Maintenance Worker FTE's to replace the one FTE Field Supervisor

## By Program

Administration	733,232
Customer Service	65,372
Water System Maintenance	2,431,167
<b>Total</b>	<b>3,229,771</b>



# SEWER UTILITIES

The Operation & Maintenance division of the Public Works Department includes four sections: Street, Storm, Water and Sewer. The Assistant Public Works Director of Operations and Maintenance (hereafter referred to as the Assistant Director of Public Works) and the Administrative Assistant handle the administration of these sections. The Assistant Director of Public Works handles human resources, 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.

The Sewer Department is involved in 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. The Sewer Department is comprised of the Assistant Director of Public Works, Crew Supervisor, maintenance workers and the administrative assistant, all of whom work in the Street/Storm and Water divisions.

## 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.

### **Sewer System Maintenance**

The services provided in this program include the operation and maintenance of the sewer collection system.

## GOALS

1. Expand the use of the Computerized Maintenance Management System for complaint tracking, work requests, work order generation, inventory control system, maintenance of infrastructure and effective job and activity costing.
2. Continue to implement career development/training plans for division employees.
3. Explore intergovernmental relationships to positively affect our infrastructure.
4. Review the work order system to assure the best possible customer service to our stakeholders.
5. Integrate the work order system with the citywide request tracker system.
6. Continue to develop a sanitary sewer line maintenance program incorporating closed circuit television inspections and cleaning.
7. Continue to service the City's sewer collection system.
8. Continue to be actively involved in the APWA Accreditation process.

3. Developed Standard Operating Procedures for the Utilities Division.

## SIGNIFICANT BUDGETARY ISSUES

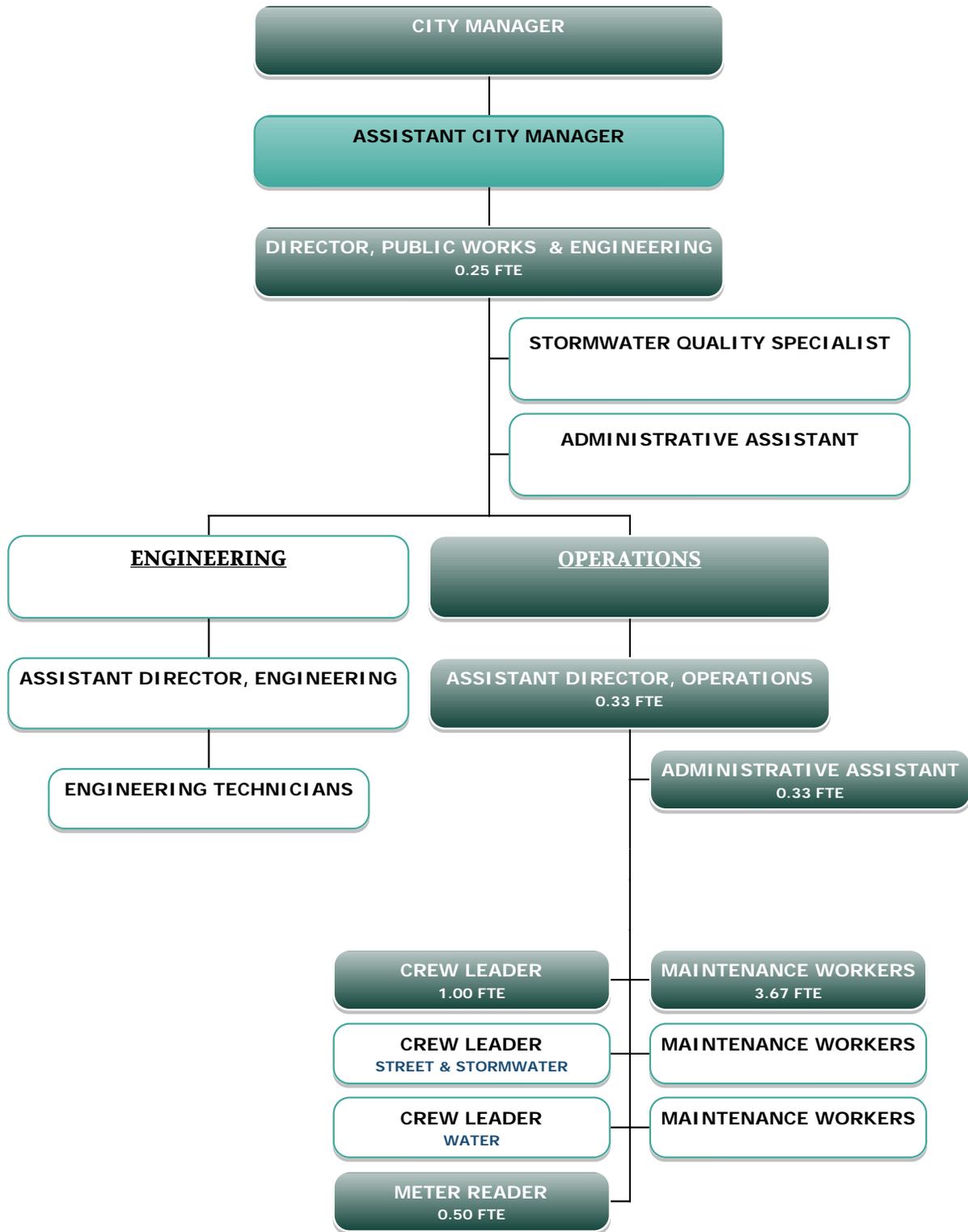
1. The cost of treatment of sewer by the Little Blue Valley Sewer District is included in this budget. The City's rate will increase by 6% next year, resulting in an increase from the projected FY 2016 expenditure of \$996,096 to \$1,053,040.
2. The cost of treatment of sewer by the Middle Big Creek Sewer Subdistrict is included in this budget at \$648,000.

## FY 2016 PERFORMANCE SUMMARY

1. Continued the use of the sewer camera to televise the system in order to be able to correct problems before they impact customers. Televised approximately 30,000 linear feet (one-tenth of the total system).
2. Continued the annual sewer jetting program. In FY 2016 approximately 135,671 linear feet was jetted. The goal is to jet the entire system every three years.



# SEWER UTILITIES



# SEWER UTILITIES

## By Category

	2013-14	2014-15	2015-16	2015-16	2016-17	2016-17	2016-17
	Actual	Actual	Budget*	Projected	Department Requested	2016-17 C.M. Proposed	Council Adopted
Personnel	383,491	392,171	439,860	389,236	428,796	450,167	450,167
Commodities	18,249	14,095	21,965	14,590	21,975	21,975	21,975
Maintenance and Repairs	93,459	98,260	81,440	80,940	86,540	86,540	86,540
Utilities	66,032	67,883	55,089	64,960	65,829	65,829	65,829
Contractual	1,556,373	1,708,840	1,708,156	1,656,439	1,785,494	1,785,494	1,785,494
Capital Outlay	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0
Transfers/Miscellaneous	2,252,493	2,280,403	427,643	427,643	435,181	435,181	435,181
<b>Total</b>	<b>4,370,096</b>	<b>4,561,654</b>	<b>2,734,153</b>	<b>2,633,808</b>	<b>2,823,815</b>	<b>2,845,186</b>	<b>2,845,186</b>

\* Includes budget amendments

## Division Position Control Roster

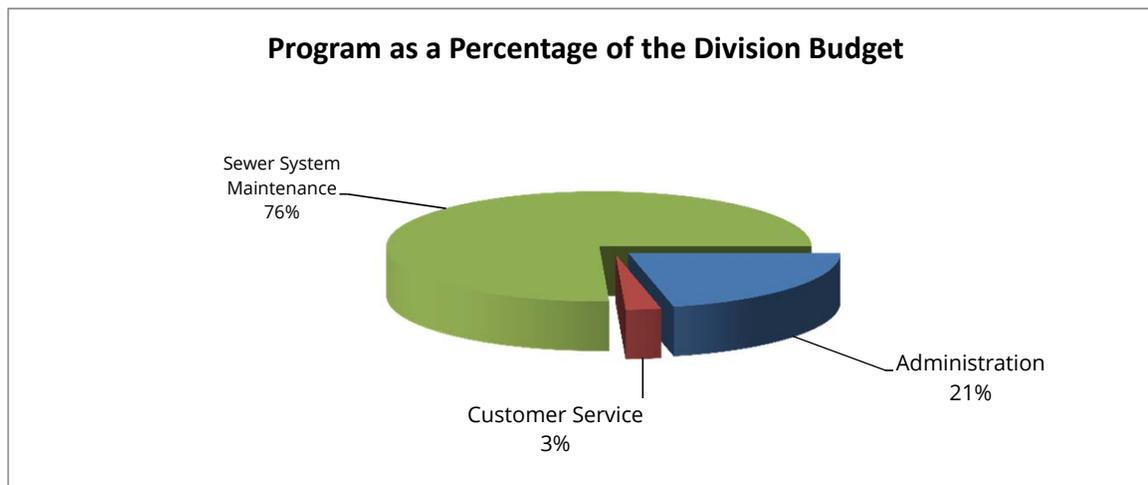
	2014-15	2015-16	2016-17
	Actual	Actual	Adopted
Director, Public Works & Engineering	0.25	0.25	0.25
Assistant Director, PW - Operations	0.33	0.33	0.33
Public Works Field Supervisor*	0.34	0.00	0.00
Crew Leader, Water/Sewer	1.00	1.00	1.00
Maintenance Worker**	3.00	3.68	3.68
Administrative Assistant	0.33	0.33	0.33
Meter Reader	0.50	0.50	0.50
<b>Total FTE</b>	<b>5.75</b>	<b>6.09</b>	<b>6.09</b>

\* Elimination of position after the 1st Qtr

\*\* Creation of two Maintenance Worker FTE's to replace the one FTE Field Supervisor

## By Program

Administration	613,434
Customer Service	76,750
Sewer System Maintenance	2,155,002
<b>Total</b>	<b>2,845,186</b>



# 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 \$11.91 for 2016 and will continue at the same rate for 2017. Revenues from trash/recycling fees are passed on in full to the City contractor. Total projected revenues and expenditures from solid waste fees \$980,000.



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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. The FY 2017 payment is \$771,540.
2. The Enterprise Capital Maintenance Fund was established in FY 2010. The Fund accepts a transfer in the amount of \$364,146 to support the ongoing maintenance of the water and sewer infrastructure of the City.

# ENTERPRISE FUND PAYMENT TO GENERAL FUND FOR SERVICES

The Enterprise Fund (50) often benefits from expenditures by the General Fund (01) made on its behalf. For example, the Finance Department, whose funding is provided by the General Fund (01), provides purchasing and accounting services to support Enterprise Fund (50) operations. Knowing and accounting for the full cost of the water/sewer utility sets a basis for financial analysis of the program, and for setting rates appropriately. General Fund (01) revenues should not subsidize the utility, which should be self supporting. Best practices from the fields of finance, accounting, and utility operations indicate that these indirect costs be identified and allocated to the Enterprise Fund (50).

Approaches to calculating an appropriate payment to the General Fund for services vary.

- One approach is to track activities individually and itemize expenses as they occur. While very accurate, this approach is very time consuming, complicated, and costly, so much so that most municipal organizations reject it because the benefits do not outweigh the costs.
- A more common approach is to determine an appropriate indirect cost rate. This involves determining direct and indirect costs for

programs, calculating what percent the indirect costs are of the direct, and using that percentage to calculate the appropriate share of indirect costs for each program. The following is an example using FY 2017 Proposed Budget figures:

<b>Indirect Costs</b>	Budget
Administration	\$ 1,252,609
Information Technology Services	\$ 477,777
Finance (less Utility Billing)	<u>\$ 366,842</u>
	\$ 2,097,228

<b>Direct Costs</b>	Budget
General Fund (less indirect costs)	\$ 7,340,432
Park Fund	\$ 1,270,904
Enterprise Fund	<u>\$ 7,672,628</u>
	\$16,283,964

**Indirect/Direct Cost Rate** 12.88%  
 (\$2,097,228 / \$16,283,964)

**Enterprise Fund Indirect Calculation** \$988,165  
 (\$7,672,629 x 12.88% = \$988,165)

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

Indirect Costs	\$ 988,165
Utility Billings	\$ <u>226,788</u>
Total	\$1,214,953

Using this method, the Enterprise Fund would pay \$1,214,953 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	\$6,276,034
Fee	<u>7%</u>
Annual Payment	\$ 439,322

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:

1. Calculate Enterprise Fund operating expenditures (not including capital outlay)
2. Multiply the amount immediately above by 10%, a generally accepted percentage for determining overhead, or "indirect," costs.
3. Add to the resulting number General Fund expenses that are directly for the benefit of the utility.

Using FY 2017 budget numbers, this method results in a transfer from the Enterprise Fund to the General Fund of \$771,540, as follows:

1. Calculate Enterprise Fund operating expenditures (not including capital outlay)

Personnel	\$ 929,130
Commodities	\$2,061,199
Maintenance/Supplies	\$ 156,635
Utilities	\$ 88,824
Contractual [1]	\$1,960,383
VERP	\$ 98,822
Debt Service plus estimated fees (4%)	\$ <u>153,525</u>

Total Enterprise Fund Operating Expenses	\$5,448,518
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2. Multiply the amount immediately above by 10%, a generally accepted percentage for determining overhead costs.

$$\$5,448,518 \times 10\% = \$544,852$$

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

Direct Expenses	
Utility Billing Payroll	\$ 124,742
Late Notices	\$ 5,316
Statement Billing	\$ 53,400
Other Utility Billing Expenses	\$ <u>43,230</u>
	\$226,688

Allocated Enterprise Fund Indirect Expenses	\$544,852
Allocated Direct Expenses	<u>\$226,688</u>

Total Allocated Direct & Indirect Expense	\$771,540
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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.

## FY 2016 PERFORMANCE SUMMARY

1. Continued the use of the sewer camera to televise the system in order to be able to correct problems before they impact customers. Televised approximately 30,000 linear feet (one-tenth of the total system).
2. Continued the annual sewer jetting program. In FY 2016 approximately 135,671 linear feet was jetted. The goal is to jet the entire system every three years.
3. Developed Standard Operating Procedures for the Utilities Division.





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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 \$153,525 which is offset by a transfer from the Debt Service Fund.



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# DEBT SERVICE

The Debt Service Fund is utilized to report the City's financing activities. It is used to account for the accumulation of resources for and the payment of financed debt. The City issues bond debt and utilizes general revenues or other dedicated revenues like special sales taxes to pay the matured bonds. All general obligation bond debt is included in this fund.

Debt may also be issued through the Enterprise Fund, Park Fund or other funds. All debt service charts are presented in this section.



# GENERAL OBLIGATION BONDS

General Obligation Bonds, commonly called GO Bonds, are bonds secured by the pledge of the City's full faith, credit and taxing power. The taxing power is usually an unlimited ad valorem tax based upon the assessed value of property located within the City. When unlimited ad valorem taxes are pledged, the City is legally required to raise taxes in order to pay the debt service on the bonds. Due to the pledge of a City's unlimited ad valorem taxes, GO Bonds carry the lowest interest rates among the various financing options. The voters must approve GO Bonds with either a four-sevenths (4/7) or two-thirds (2/3) majority, depending upon when the election is held. The City has a Missouri constitutional debt limit not to exceed 20 percent of the City's assessed valuation.

Bond issues accounted for in this section include:

#### *Current*

- Series 2016 New Money (\$2.2M Trans & \$5.09M Parks)
- Series 2013 (Refunding of 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)

#### *Refunded*

- Series 2007 (New Money \$12.49M Trans & \$1.91M Parks/Refunded 2012 & 2013)

- Series 2004 (Refunding of Series 2000/Refunded 2012)
- Series 2000 (Refunding of Series 1997/Refunded 2004)
- Series 1997 (New Money - Trans/Refunded 2000)

State law requires the Missouri State Auditor to annually review all taxing jurisdictions throughout Missouri as to their compliance with the tax limitation provisions of Missouri's Hancock Amendment. To accomplish this, the Auditor provides the City a set of worksheets used to calculate the allowable tax rates for each of the General, Park and Debt Service funds. These worksheets contain calculations performed by the Auditor based on information provided by the City. When received, the City verifies or revises these numbers as appropriate. Statute provides that "a tax rate proposed for annual debt service requirements will be prima facie valid if, after making the payment for which the tax was levied, bonds remain outstanding and the debt fund reserves do not exceed the following year's payments" (see attached RSMo 137.073 6(2)). The Auditor may also approve a higher rate, if for instance balloon payments would warrant accumulation of a larger reserve.

## SIGNIFICANT BUDGETARY ISSUES - HISTORY

1. During 2016 the the City maintained its bond rating that was upgraded from A1 to Aa2 in FY 2013.
2. In April 2016, the City placed a no tax increase bond issue on the ballot for \$3.3 million for road and street improvements and \$6.75 million for park improvements. Both issues passed with a large margin.
3. On May 9, 2016, the City Council approved both a GO Bond issue of \$7.3 million and a Special Obligation of \$4.09 million. The amount of combined 2016 bonds were set so that the City qualified for "bank-qualification." The remaining portion of the GO Bonds is also expected to be issued as "bank-qualified."



<b>DEBT SERVICE (40)</b>	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Budget</b>	<b>2015-16 Projected</b>	<b>2016-17 Adopted</b>
<b>Fund Balance Beginning of Year</b>	<b>949,994</b>	<b>906,875</b>	<b>663,883</b>	<b>1,269,381</b>	<b>1,278,989</b>
<b>Revenue</b>					
Property Tax	1,891,452	1,946,951	1,991,493	1,999,170	2,044,055
Interest	40,539	24,401	4,302	8,498	4,302
Penalties	10,940	11,745	13,940	11,262	14,308
Bond Proceeds	-	-	-	-	-
Transfers In - GO Bond funds	-	-	-	-	-
<b>Total Revenue</b>	<b>1,942,931</b>	<b>1,983,097</b>	<b>2,009,736</b>	<b>2,018,930</b>	<b>2,062,666</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>2,892,925</b>	<b>2,889,972</b>	<b>2,673,619</b>	<b>3,288,310</b>	<b>3,341,654</b>
<b>Expenditures</b>					
Debt Service	1,867,091	1,619,196	1,241,765	1,241,765	1,797,828
Fees	1,988	1,395	7,000	7,000	7,000
Misc. - Cost of Issuance				5,000	
Defeasement of partial bond issue *			600,000	600,000	
<b>Debt Service</b>					
Series 1999B Water/Sewer (Transfer to Fund 50) **	116,971	121,456	155,556	155,556	153,525
Series 2000 (final pmt FY15)	-	685,000	-	-	-
Series 2007 - Parks & Trans (refunded 2012 & 2013)	646,388	323,194	-	-	-
Series 2008 Water/Sewer Refunding	336,730	172,830	176,830	176,830	185,755
Series 2012 Refunding	752,650	306,850	651,950	651,950	559,400
Series 2013 Refunding	131,323	131,323	412,985	412,985	545,850
Series 2016 - Parks & Transportation					506,823
<b>Total Expenditures</b>	<b>1,986,050</b>	<b>1,620,591</b>	<b>2,004,321</b>	<b>2,009,321</b>	<b>1,958,353</b>
<b>Annual Difference</b>	<b>(43,119)</b>	<b>362,506</b>	<b>5,414</b>	<b>9,609</b>	<b>104,312</b>
<b>Fund Balance (Gross)</b>	<b>906,875</b>	<b>1,269,381</b>	<b>669,297</b>	<b>1,278,989</b>	<b>1,383,301</b>

<b>Applicable Data:</b>					
Assessed Valuation	\$269,391,874	\$274,419,628	\$283,422,039	\$283,422,039	\$290,902,454
Legal Debt Margin	53,878,375	54,883,926	56,684,408	56,684,408	58,180,491
Collection Rate	0.98	1.98	0.98	0.98	0.98
Debt Service Levy	0.7170	0.7170	0.7170	0.7170	0.7170
Operating Levy	0.5898	0.5898	0.5887	0.5887	0.5887
Total City Property Tax	1.3068	1.3068	1.3057	1.3057	1.3057

**Notes:**

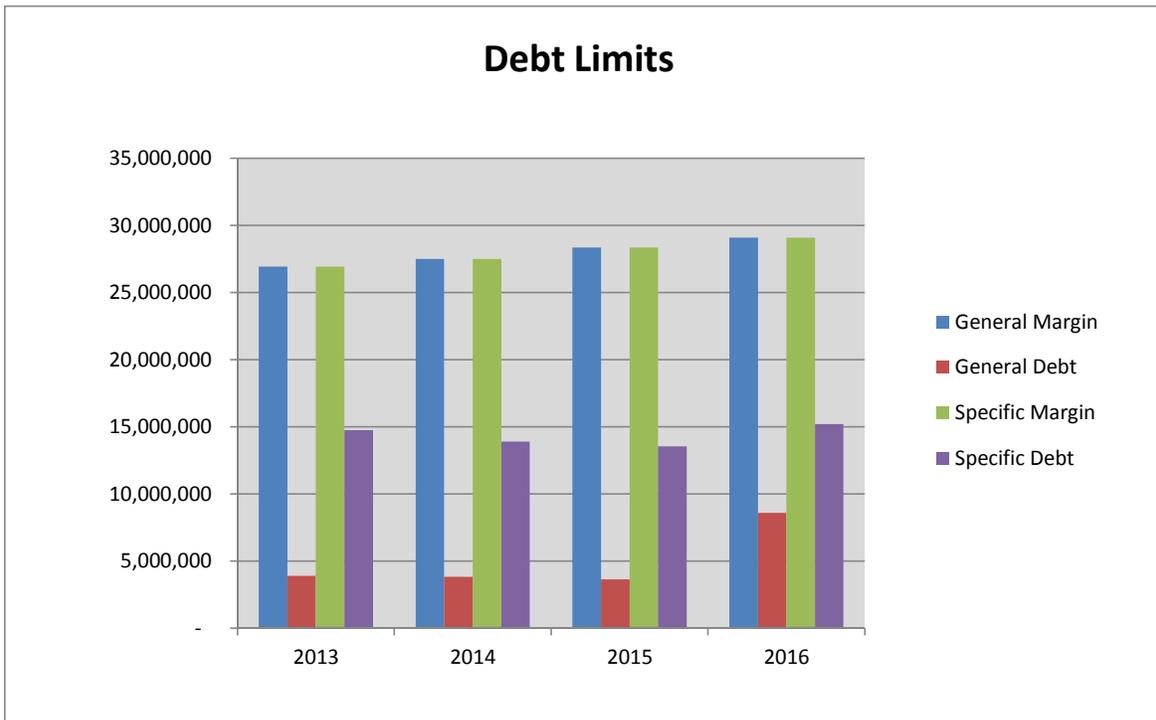
For the Fiscal Year 2017 presentation, staff has chosen not to show the extended long-term forecast due to the upcoming 2017 bond issue.

On April 5, 2016, Raymore voters approved the issuance of no tax increase debt to fund \$3,300,000 in street improvements and \$6,750,000 in parks improvements. The bonds will be issued at two different competitive sales. The first was held on May 23, 2016 the remaining amount will be issued in early 2017.

\*\* The 1999B bond issue is funded by the Debt Service Fund, however, due to the Water/Sewer Issuance funds are transferred to the Enterprise Fund (50) for payment.

# Legal Debt Limit

Year	General Margin	General Debt	Specific Margin	Specific Debt	Total Debt	Assessed Value
2013	26,939,187	3,910,984	26,939,187	14,761,389	18,672,373	269,391,874
2014	27,491,863	3,843,338	27,491,863	13,909,035	17,752,373	274,918,628
2015	28,342,204	3,655,997	28,342,204	13,542,634	17,198,631	283,422,039
2016	29,090,245	8,603,839	29,090,245	15,216,161	23,820,000	290,902,454



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 you can see 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
03/01/2016	-	15,278.13	155,000.00	12,465.00	420,000.00	118,075.00	295,000.00	59,361.25
09/01/2016	125,000.00	15,278.13	-	9,365.00	-	113,875.00	-	58,623.75
03/01/2017	-	11,762.50	170,000.00	9,365.00	335,000.00	113,875.00	430,000.00	58,623.75
09/01/2017	130,000.00	11,762.50	-	6,390.00	-	110,525.00	-	57,226.25
03/01/2018	-	8,106.25	170,000.00	6,390.00	245,000.00	110,525.00	555,000.00	57,226.25
09/01/2018	140,000.00	8,106.25	-	3,330.00	-	108,075.00	-	51,398.75
03/01/2019	-	4,168.75	180,000.00	3,330.00	185,000.00	108,075.00	50,000.00	51,398.75
09/01/2019	145,000.00	4,168.75	-	-	-	106,225.00	-	50,873.75
03/01/2020	-	-	-	-	290,000.00	106,225.00	925,000.00	50,873.75
09/01/2020	-	-	-	-	-	103,325.00	-	41,161.25
03/01/2021	-	-	-	-	-	103,325.00	1,040,000.00	41,161.25
09/01/2021	-	-	-	-	-	103,325.00	-	30,761.25
03/01/2022	-	-	-	-	-	103,325.00	1,225,000.00	30,761.25
09/01/2022	-	-	-	-	-	103,325.00	-	17,592.50
03/01/2023	-	-	-	-	-	103,325.00	1,355,000.00	17,592.50
09/01/2023	-	-	-	-	-	103,325.00	-	6,075.00
03/01/2024	-	-	-	-	920,000.00	103,325.00	675,000.00	6,075.00
09/01/2024	-	-	-	-	-	89,525.00	-	-
03/01/2025	-	-	-	-	1,875,000.00	89,525.00	-	-
09/01/2025	-	-	-	-	-	61,400.00	-	-
03/01/2026	-	-	-	-	2,135,000.00	61,400.00	-	-
09/01/2026	-	-	-	-	-	29,375.00	-	-
03/01/2027	-	-	-	-	2,350,000.00	29,375.00	-	-
09/01/2027	-	-	-	-	-	-	-	-
03/01/2028	-	-	-	-	-	-	-	-
09/01/2028	-	-	-	-	-	-	-	-
03/01/2029	-	-	-	-	-	-	-	-
09/01/2029	-	-	-	-	-	-	-	-
03/01/2030	-	-	-	-	-	-	-	-
09/01/2030	-	-	-	-	-	-	-	-
03/01/2031	-	-	-	-	-	-	-	-
09/01/2031	-	-	-	-	-	-	-	-
03/01/2032	-	-	-	-	-	-	-	-
09/01/2032	-	-	-	-	-	-	-	-
<b>Totals</b>	<b>540,000.00</b>	<b>78,631.26</b>	<b>675,000.00</b>	<b>50,635.00</b>	<b>8,755,000.00</b>	<b>2,182,675.00</b>	<b>6,550,000.00</b>	<b>686,786.25</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

Date	Series 2016		Total Principal	Total Interest	Total P&I	Fiscal Year Totals
	Principal	Interest				
03/01/2016			870,000.00	205,179.38	1,075,179.38	-
09/01/2016			125,000.00	197,141.88	322,141.88	1,397,321.26
03/01/2017	250,000.00	156,860.62	1,185,000.00	350,486.87	1,535,486.87	-
09/01/2017	-	99,962.50	130,000.00	285,866.25	415,866.25	1,951,353.12
03/01/2018	300,000.00	99,962.50	1,270,000.00	282,210.00	1,552,210.00	-
09/01/2018	-	93,587.50	140,000.00	264,497.50	404,497.50	1,956,707.50
03/01/2019	710,000.00	93,587.50	1,125,000.00	260,560.00	1,385,560.00	-
09/01/2019	-	78,500.00	145,000.00	239,767.50	384,767.50	1,770,327.50
03/01/2020	110,000.00	78,500.00	1,325,000.00	235,598.75	1,560,598.75	-
09/01/2020	-	76,300.00	-	220,786.25	220,786.25	1,781,385.00
03/01/2021	335,000.00	76,300.00	1,375,000.00	220,786.25	1,595,786.25	-
09/01/2021	-	69,600.00	-	203,686.25	203,686.25	1,799,472.50
03/01/2022	205,000.00	69,600.00	1,430,000.00	203,686.25	1,633,686.25	-
09/01/2022	-	65,500.00	-	186,417.50	186,417.50	1,820,103.75
03/01/2023	130,000.00	65,500.00	1,485,000.00	186,417.50	1,671,417.50	-
09/01/2023	-	62,900.00	-	172,300.00	172,300.00	1,843,717.50
03/01/2024	-	62,900.00	1,595,000.00	172,300.00	1,767,300.00	-
09/01/2024	-	62,900.00	-	152,425.00	152,425.00	1,919,725.00
03/01/2025	-	62,900.00	1,875,000.00	152,425.00	2,027,425.00	-
09/01/2025	-	62,900.00	-	124,300.00	124,300.00	2,151,725.00
03/01/2026	-	62,900.00	2,135,000.00	124,300.00	2,259,300.00	-
09/01/2026	-	62,900.00	-	92,275.00	92,275.00	2,351,575.00
03/01/2027	-	62,900.00	2,350,000.00	92,275.00	2,442,275.00	-
09/01/2027	-	62,900.00	-	62,900.00	62,900.00	2,442,275.00
03/01/2028	940,000.00	62,900.00	940,000.00	62,900.00	1,002,900.00	-
09/01/2028	-	51,150.00	-	51,150.00	51,150.00	1,002,900.00
03/01/2029	990,000.00	51,150.00	990,000.00	51,150.00	1,041,150.00	-
09/01/2029	-	38,775.00	-	38,775.00	38,775.00	1,041,150.00
03/01/2030	1,050,000.00	38,775.00	1,050,000.00	38,775.00	1,088,775.00	-
09/01/2030	-	25,650.00	-	25,650.00	25,650.00	1,088,775.00
03/01/2031	1,110,000.00	25,650.00	1,110,000.00	25,650.00	1,135,650.00	-
09/01/2031	-	13,162.50	-	13,162.50	13,162.50	1,135,650.00
03/01/2032	1,170,000.00	13,162.50	1,170,000.00	13,162.50	1,183,162.50	-
09/01/2032	-	-	-	-	-	1,183,162.50
<b>1,545,084.00</b>	<b>7,300,000.00</b>	<b>2,010,235.62</b>	<b>23,820,000.00</b>	<b>5,008,963.13</b>	<b>28,828,963.13</b>	<b>28,637,325.63</b>

## 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
03/01/2016	-	15,278.13	15,278.13	
09/01/2016	125,000.00	15,278.13	140,278.13	155,556.26
03/01/2017	-	11,762.50	11,762.50	
09/01/2017	130,000.00	11,762.50	141,762.50	153,525.00
03/01/2018	-	8,106.25	8,106.25	
09/01/2018	140,000.00	8,106.25	148,106.25	156,212.50
03/01/2019	-	4,168.75	4,168.75	
09/01/2019	145,000.00	4,168.75	149,168.75	153,337.50
03/01/2020	-	-	-	
09/01/2020	-	-	-	-
03/01/2021	-	-	-	
09/01/2021	-	-	-	-
03/01/2022	-	-	-	
09/01/2022	-	-	-	-
03/01/2023	-	-	-	
09/01/2023	-	-	-	-
03/01/2024	-	-	-	
09/01/2024	-	-	-	-
03/01/2025	-	-	-	
09/01/2025	-	-	-	-
03/01/2026	-	-	-	
09/01/2026	-	-	-	-
03/01/2027	-	-	-	
<b>Total</b>	<b>\$540,000.00</b>	<b>\$78,631.26</b>	<b>\$618,631.26</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
03/01/2016	155,000.00	12,465.00	167,465.00	
09/01/2016	-	9,365.00	9,365.00	176,830.00
03/01/2017	170,000.00	9,365.00	179,365.00	
09/01/2017	-	6,390.00	6,390.00	185,755.00
03/01/2018	170,000.00	6,390.00	176,390.00	
09/01/2018	-	3,330.00	3,330.00	179,720.00
03/01/2019	180,000.00	3,330.00	183,330.00	
09/01/2019	-	-	-	183,330.00
03/01/2020	-	-	-	-
09/01/2020	-	-	-	-
03/01/2021	-	-	-	-
09/01/2021	-	-	-	-
03/01/2022	-	-	-	-
09/01/2022	-	-	-	-
03/01/2023	-	-	-	-
09/01/2023	-	-	-	-
03/01/2024	-	-	-	-
09/01/2024	-	-	-	-
03/01/2025	-	-	-	-
09/01/2025	-	-	-	-
03/01/2026	-	-	-	-
09/01/2026	-	-	-	-
03/01/2027	-	-	-	-
<b>Total</b>	<b>\$675,000.00</b>	<b>\$50,635.00</b>	<b>\$725,635.00</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
03/01/2016	420,000.00	118,075.00	538,075.00	
09/01/2016	-	113,875.00	113,875.00	651,950.00
03/01/2017	335,000.00	113,875.00	448,875.00	
09/01/2017	-	110,525.00	110,525.00	559,400.00
03/01/2018	245,000.00	110,525.00	355,525.00	
09/01/2018	-	108,075.00	108,075.00	463,600.00
03/01/2019	185,000.00	108,075.00	293,075.00	
09/01/2019	-	106,225.00	106,225.00	399,300.00
03/01/2020	290,000.00	106,225.00	396,225.00	
09/01/2020	-	103,325.00	103,325.00	499,550.00
03/01/2021	-	103,325.00	103,325.00	
09/01/2021	-	103,325.00	103,325.00	206,650.00
03/01/2022	-	103,325.00	103,325.00	
09/01/2022	-	103,325.00	103,325.00	206,650.00
03/01/2023	-	103,325.00	103,325.00	
09/01/2023	-	103,325.00	103,325.00	206,650.00
03/01/2024	920,000.00	103,325.00	1,023,325.00	
09/01/2024	-	89,525.00	89,525.00	1,112,850.00
03/01/2025	1,875,000.00	89,525.00	1,964,525.00	
09/01/2025	-	61,400.00	61,400.00	2,025,925.00
03/01/2026	2,135,000.00	61,400.00	2,196,400.00	
09/01/2026	-	29,375.00	29,375.00	2,225,775.00
03/01/2027	2,350,000.00	29,375.00	2,379,375.00	2,379,375.00
<b>Total</b>	<b>\$8,755,000.00</b>	<b>\$2,182,675.00</b>	<b>\$10,937,675.00</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
03/01/2016	295,000.00	59,361.25	354,361.25	
09/01/2016	-	58,623.75	58,623.75	412,985.00
03/01/2017	430,000.00	58,623.75	488,623.75	
09/01/2017	-	57,226.25	57,226.25	545,850.00
03/01/2018	555,000.00	57,226.25	612,226.25	
09/01/2018	-	51,398.75	51,398.75	663,625.00
03/01/2019	50,000.00	51,398.75	101,398.75	
09/01/2019	-	50,873.75	50,873.75	152,272.50
03/01/2020	925,000.00	50,873.75	975,873.75	
09/01/2020	-	41,161.25	41,161.25	1,017,035.00
03/01/2021	1,040,000.00	41,161.25	1,081,161.25	
09/01/2021	-	30,761.25	30,761.25	1,111,922.50
03/01/2022	1,225,000.00	30,761.25	1,255,761.25	
09/01/2022	-	17,592.50	17,592.50	1,273,353.75
03/01/2023	1,355,000.00	17,592.50	1,372,592.50	
09/01/2023	-	6,075.00	6,075.00	1,378,667.50
03/01/2024	675,000.00	6,075.00	681,075.00	
09/01/2024	-	-	-	681,075.00
03/01/2025	-	-	-	
09/01/2025	-	-	-	-
03/01/2026	-	-	-	
09/01/2026	-	-	-	-
03/01/2027	-	-	-	
<b>Total</b>	<b>\$6,550,000.00</b>	<b>\$686,786.25</b>	<b>\$7,236,786.25</b>	<b>-</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

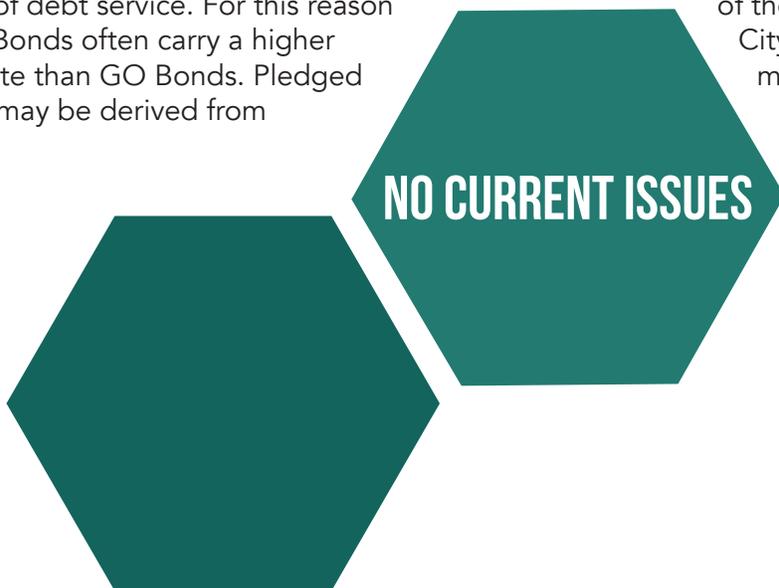
Date	Principal	Interest	Total P+I	Fiscal Year
				Total
03/01/2016	-	-	-	-
09/01/2016	-	-	-	-
03/01/2017	250,000.00	156,860.62	406,860.62	-
09/01/2017	-	99,962.50	99,962.50	506,823.12
03/01/2018	300,000.00	99,962.50	399,962.50	-
09/01/2018	-	93,587.50	93,587.50	493,550.00
03/01/2019	710,000.00	93,587.50	803,587.50	-
09/01/2019	-	78,500.00	78,500.00	882,087.50
03/01/2020	110,000.00	78,500.00	188,500.00	-
09/01/2020	-	76,300.00	76,300.00	264,800.00
03/01/2021	335,000.00	76,300.00	411,300.00	-
09/01/2021	-	69,600.00	69,600.00	480,900.00
03/01/2022	205,000.00	69,600.00	274,600.00	-
09/01/2022	-	65,500.00	65,500.00	340,100.00
03/01/2023	130,000.00	65,500.00	195,500.00	-
09/01/2023	-	62,900.00	62,900.00	258,400.00
03/01/2024	-	62,900.00	62,900.00	-
09/01/2024	-	62,900.00	62,900.00	125,800.00
03/01/2025	-	62,900.00	62,900.00	-
09/01/2025	-	62,900.00	62,900.00	125,800.00
03/01/2026	-	62,900.00	62,900.00	-
09/01/2026	-	62,900.00	62,900.00	125,800.00
03/01/2027	-	62,900.00	62,900.00	-
09/01/2027	-	62,900.00	62,900.00	125,800.00
03/01/2028	940,000.00	62,900.00	1,002,900.00	-
09/01/2028	-	51,150.00	51,150.00	1,054,050.00
03/01/2029	990,000.00	51,150.00	1,041,150.00	-
09/01/2029	-	38,775.00	38,775.00	1,079,925.00
03/01/2030	1,050,000.00	38,775.00	1,088,775.00	-
09/01/2030	-	25,650.00	25,650.00	1,114,425.00
03/01/2031	1,110,000.00	25,650.00	1,135,650.00	-
09/01/2031	-	13,162.50	13,162.50	1,148,812.50
03/01/2032	1,170,000.00	13,162.50	1,183,162.50	-
09/01/2032	-	-	-	1,183,162.50
<b>Total</b>	<b>\$7,300,000.00</b>	<b>\$2,010,235.62</b>	<b>\$9,310,235.62</b>	<b>-</b>

Piper Jaffray & Co.  
 Public Finance

# REVENUE BONDS

Revenue bonds are payable from a specific source of revenue and do not pledge the full faith and credit of the City. Revenue bonds are payable from identified sources of revenue, and do not permit the bondholders to compel taxation or legislative appropriation of funds not pledged for payment of debt service. For this reason Revenue Bonds often carry a higher interest rate than GO Bonds. Pledged revenues may be derived from

operation of the financed project, grants, a sales tax, or other non-ad valorem taxes. Revenue Bonds normally take the form of water/sewer revenue bonds, sales tax revenue bonds or some other type of bond with a pledged revenue source. Revenue bonds may be approved by a simple majority of the voters, and do not count against the City's constitutional debt limit. The City must also comply with certain bond covenants.



**NO CURRENT ISSUES**



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# **SPECIAL OBLIGATION CAPITAL IMPROVEMENT BONDS**

Special Obligation debt is similar to General Obligation debt in that it is considered direct debt of the City. Unlike General Obligation debt, however, Special Obligation debt is not backed by the full faith and credit of the City. Rather, special obligation bond debt is supported and repaid only by a special dedicated City revenue source. Normally, these revenue sources take the form of dedicated sales tax proceeds.

*Current:*

- Series 2016 (New Monies & refunding of the 2006 Series)
- Series 2009 (Hubach Hill & North Cass Parkway TDD)

*Refunded:*

- Series 2006 (Refunding of Series 1998/ Refunded 2016)
- Series 1998 (New Money - M58 project/ Refunded 2006)

**Capital Improvement Fund (45)**

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-2018 Forecast	2018-19 Forecast
<b>Expenditures</b>							
Debt Service	739,876	745,372	740,761	714,767	917,350	1,021,075	1,130,050
2016 (new monies & refunding 2006) Special Obligation Bond				25,250	515,750	544,750	543,125
2006 (refunding 1998) Special Obligation Bond	343,276	349,462	344,161	292,917			
Hubach Hill & North Cass Parkway TDD	396,600	395,910	396,600	396,600	401,600	476,325	586,925

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      \$4,345,000  
 Issue              Series 2006  
 Purpose          Refunding Bonds  
 Dated              December 1, 2006

Date	Principal	Interest	Total P+I	Fiscal Year Total
03/01/2016	235,000.00	57,077.50	292,077.50	
09/01/2016	-	-	-	292,077.50
03/01/2017	-	-	-	
09/01/2017	-	-	-	
03/01/2018	-	-	-	
09/01/2018	-	-	-	
03/01/2019	-	-	-	
09/01/2019	-	-	-	
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	-	-	-	
<b>Total</b>	<b>\$235,000.00</b>	<b>\$57,077.50</b>	<b>\$292,077.50</b>	<b>-</b>

This issue was refunded with Series 2016

Piper Jaffray & Co.  
 Public Finance

## 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
03/01/2016			-	
09/01/2016	-	25,250.00	25,250.00	25,250.00
03/01/2017	420,000.00	50,500.00	470,500.00	
09/01/2017	-	45,250.00	45,250.00	515,750.00
03/01/2018	460,000.00	45,250.00	505,250.00	
09/01/2018	-	39,500.00	39,500.00	544,750.00
03/01/2019	470,000.00	39,500.00	509,500.00	
09/01/2019	-	33,625.00	33,625.00	543,125.00
03/01/2020	485,000.00	33,625.00	518,625.00	
09/01/2020	-	27,562.50	27,562.50	546,187.50
03/01/2021	500,000.00	27,562.50	527,562.50	
09/01/2021	-	21,312.50	21,312.50	548,875.00
03/01/2022	505,000.00	21,312.50	526,312.50	
09/01/2022	-	15,000.00	15,000.00	541,312.50
03/01/2023	530,000.00	15,000.00	545,000.00	
09/01/2023	-	8,375.00	8,375.00	553,375.00
03/01/2024	215,000.00	8,375.00	223,375.00	
09/01/2024	-	5,687.50	5,687.50	229,062.50
03/01/2025	225,000.00	5,687.50	230,687.50	
09/01/2025	-	2,875.00	2,875.00	233,562.50
03/01/2026	230,000.00	2,875.00	232,875.00	
09/01/2026	-	-	-	232,875.00
<b>Total</b>	<b>\$4,040,000.00</b>	<b>\$474,125.00</b>	<b>\$4,514,125.00</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





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# 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.

### *Current*

- Series 2009 (Refunding of the Series 1998)

### *Refunded*

- Series 1998 (New Money - Parks & Stormwater/Refunded 2009)

## 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 Stormwater Sales tax.

- Series 2002 Stormwater Direct Loan Program (CasCo-0376-02L)

**Stormwater Sales Tax Fund (46)**

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-18 Forecast	2018-19 Forecast
<b>Expenditures</b>							
Debt Service	207,282	209,598	207,376	207,376	208,892	21,856	21,536
2002 DNR Stormwater Grant & Loan Program	22,096	21,792	21,488	21,488	21,488	21,856	21,536
2009 (refunding 1998) Leasehold Rev. Bond	185,186	187,806	185,888	185,888	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)**

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-18 Forecast	2018-19 Forecast
<b>Expenditures</b>							
Debt Service	46,297	46,952	46,472	46,472	46,851	-	-
2009 (refunding 1998) Leasehold Rev. Bond	46,297	46,952	46,472	46,472	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

# 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
01/01/2016	19,000.00	1.6000%	1,320.00	20,320.00	
07/01/2016			1,168.00	1,168.00	21,488.00
01/01/2017	20,000.00	1.6000%	1,168.00	21,168.00	
07/01/2016			1,008.00	1,008.00	22,176.00
01/01/2018	20,000.00	1.6000%	1,008.00	21,008.00	
07/01/2018			848.00	848.00	21,856.00
01/01/2019	20,000.00	1.6000%	848.00	20,848.00	
07/01/2019			688.00	688.00	21,536.00
01/01/2020	21,000.00	1.6000%	688.00	21,688.00	
07/01/2020			520.00	520.00	22,208.00
01/01/2021	21,000.00	1.6000%	520.00	21,520.00	
07/01/2021			352.00	352.00	21,872.00
01/01/2022	21,000.00	1.6000%	352.00	21,352.00	
07/01/2022			184.00	184.00	21,536.00
01/01/2023	23,000.00	1.6000%	184.00	23,184.00	23,184.00
<b>Total</b>	<b>\$ 165,000.00</b>		<b>\$ 10,856.00</b>	<b>\$ 175,856.00</b>	

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

## Raymore Municipal Assistance Corporation

### Certificate of Participation Debt Service

Original Par        \$1,640,000  
Issue                Series 2009  
Purpose             Refunding COPs  
Dated                02/24/2009

Date	Principal	Interest	Total	Fiscal Year Total
04/01/2016	220,000.00	8,105.00	228,105.00	
10/01/2016	-	4,255.00	4,255.00	232,360.00
04/01/2017	230,000.00	4,255.00	234,255.00	
10/01/2017			-	234,255.00
04/01/2018			-	
10/01/2018			-	-
04/01/2019			-	-
<b>Total</b>	<b>\$450,000.00</b>	<b>\$16,615.00</b>	<b>\$466,615.00</b>	

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Public Finance

# INTERNAL SERVICE FUND





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# VEHICLE & EQUIPMENT REPLACEMENT PROGRAM - (VERP) FUND

The City establishes a schedule for the replacement of vehicles and large equipment in a sinking fund. To better plan for the future and level out significant increases in any one year's budget, a funding mechanism accumulates funds utilizing annual payments to the VERP Fund (03). The program calls for the setting aside of funds, on an amortized basis, to pay for expensive equipment that will require replacement in future years. In this way, budget hardships in any given year due to the need to replace a particular piece of expensive equipment can be avoided.

## VERP REPLACEMENT

Replacement funding is provided through an annual contribution by each department for the assets used by the department based on the estimated replacement cost and the life cycle. These payments are made to a dedicated fund. It is intended that the City use this method to purchase all of its vehicles, trucks, and heavy equipment replacements.

### Basic Funding Assumptions:

1. A fixed amount will be set aside each year for each replacement.
2. The balance set aside grows each year until the accumulated fund balance approximates the amount needed in the year for the replacement.

3. Budget approval by the Council, as part of annual budget adoption, is required before purchase from the VERP.
4. Surplus balances will be used to adjust the VERP contributions in subsequent years.
5. The replacement payment is calculated by factoring in the unit price as delivered, expected service life, residual value, and anticipated inflation to replace the original unit.

The fund balance for each VERP account is managed to ensure that the payments remain fairly level each year, with a positive fund balance.

### Basic Guideline for Vehicle Replacement/Lifecycles

Description of Vehicle	Avg. Replacement Cycle
Automobile (excluding police cars)	8 years
Automobile (police admin cars)	7 years
Automobile (patrol cars)	4 years
Pickup Trucks	8 years
Snow Plow Trucks & Equipment	5 years
Heavy Equipment	10 - 15 years

**VERP FUND (03)**

	2013-14 Actual	2014-15 Actual	2015-16 Adopted	2015-16 Projected	2016-17 Adopted	2017-18 Forecast	2018-19 Forecast
<b>Fund Balance</b>							
<b>Beginning of Year</b>							
General	245,511	511,205	610,957	612,320	574,881	692,549	702,185
Enterprise	55,184	34,676	145,651	136,509	144,544	219,553	206,916
Parks and Recreation	46,369	82,708	72,682	109,021	148,004	184,859	214,278
<b>Revenue</b>							
Transfers In							
Administration	9,160	9,160	9,160	9,160	9,160	9,115	9,115
Community Development	9,994	9,994	11,704	11,704	9,047	9,047	9,047
Engineering	12,629	11,624	11,624	11,624	11,624	11,624	11,624
Emergency Management	3,936	3,936	3,936	3,936	3,936	3,936	3,936
Police	149,348	132,381	132,918	132,918	97,466	97,466	97,466
Streets	162,285	94,018	94,209	94,209	96,787	96,851	96,851
Water	47,130	55,958	49,411	49,411	49,411	49,411	49,411
Sewer	47,130	55,958	49,411	49,411	49,411	49,411	49,411
Parks	49,839	51,460	56,126	56,126	56,126	51,266	51,379
<b>Total Revenue - General</b>	<b>347,352</b>	<b>261,113</b>	<b>263,551</b>	<b>263,551</b>	<b>228,020</b>	<b>228,039</b>	<b>228,039</b>
<b>Total Revenue - Enterprise</b>	<b>94,260</b>	<b>111,916</b>	<b>98,822</b>	<b>98,822</b>	<b>98,822</b>	<b>98,822</b>	<b>98,822</b>
<b>Total Revenue - Parks and Recreation</b>	<b>49,839</b>	<b>51,460</b>	<b>56,126</b>	<b>56,126</b>	<b>56,126</b>	<b>51,266</b>	<b>51,379</b>
<b>Total Fund Bal &amp; Revenues - General</b>	<b>592,863</b>	<b>772,318</b>	<b>874,508</b>	<b>875,871</b>	<b>802,901</b>	<b>920,588</b>	<b>930,224</b>
<b>Total Fund Bal &amp; Revenues - Enterprise</b>	<b>149,444</b>	<b>146,592</b>	<b>244,473</b>	<b>235,331</b>	<b>243,366</b>	<b>318,375</b>	<b>305,738</b>
<b>Total Fund Bal &amp; Revenues - Parks/Recreation</b>	<b>96,208</b>	<b>134,168</b>	<b>128,808</b>	<b>165,147</b>	<b>204,130</b>	<b>236,125</b>	<b>265,657</b>
<b>Expenditures</b>							
Vehicle Payment							
Administration			-	-	17,970	17,500	-
1 ea. Fusion							
Community Development			42,001	39,291	-	-	-
Engineering			-	-	-	-	-
Emergency Management			-	-	-	-	-
Police	81,658	159,998	157,671	144,375	92,382	91,059	101,825
3 ea. SUV's							
Streets			129,835	117,324	-	109,844	111,045
Water/Sewer	114,768	10,083	93,341	90,787	23,813	111,459	65,794
1 ea. F-150							
Parks and Recreation	13,500	25,147	27,250	17,143	19,271	21,847	85,622
1 ea. Finish Mower							
1 ea. Aerator							
<b>Total Expenditures - General</b>	<b>81,658</b>	<b>159,998</b>	<b>329,507</b>	<b>300,990</b>	<b>110,352</b>	<b>218,403</b>	<b>212,870</b>
<b>Total Expenditures - Enterprise</b>	<b>114,768</b>	<b>10,083</b>	<b>93,341</b>	<b>90,787</b>	<b>23,813</b>	<b>111,459</b>	<b>65,794</b>
<b>Total Expenditures - Parks and Recreation</b>	<b>13,500</b>	<b>25,147</b>	<b>27,250</b>	<b>17,143</b>	<b>19,271</b>	<b>21,847</b>	<b>85,622</b>
<b>Fund Balance - General</b>	<b>511,205</b>	<b>612,320</b>	<b>545,001</b>	<b>574,881</b>	<b>692,549</b>	<b>702,185</b>	<b>717,354</b>
<b>Fund Balance - Enterprise</b>	<b>34,676</b>	<b>136,509</b>	<b>151,132</b>	<b>144,544</b>	<b>219,553</b>	<b>206,916</b>	<b>239,944</b>
<b>Fund Balance - Parks and Recreation</b>	<b>82,708</b>	<b>109,021</b>	<b>101,558</b>	<b>148,004</b>	<b>184,859</b>	<b>214,278</b>	<b>180,035</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
- 911 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.
- 911 Distribution funds may be used for expenses associated with the upgrade, maintenance and enhancement of the 911 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 2017.
- 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 \$40,000.
- This budget includes a transfer to the Restricted Revenue Fund of half the expected cost of the 2017 Citizen Survey. \$7,000 Following the approval of this budget the accumulated total will be \$7,000.

## SIGNIFICANT BUDGETARY ISSUES

1. It was budgeted in FY 2013 to spend the entirety of the funds collected from the Cass County 911 Tax, which has been discontinued, on replacement of equipment as part of the

Police Department renovation that occurred in FY 2013. The renovation project came in under budget, leaving a balance of \$93,840 to start FY 2014. Communication expenses related to 911 will continue to be paid out of this fund until all funds have been exhausted. These expenses will then need to be covered by the General Fund. FY 2017 will close out these funds. \$6,051

2. In FY 2015 the Council set aside \$483,000 to be transferred to the Capital Improvement Fund to provide additional assistance to the pavement management program. The funds are to be transferred as follows: 2017 - \$150,000; 2018 - \$150,000; 2019 - \$33,000.
3. Included in this budget is a transfer to the General Fund to fund the 2017 Citizen Survey. \$14,000



**RESTRICTED REVENUE FUND (04)**

	2013-14 Actual	2014-15 Actual	2015-16 Adopted	2015-16 Projected	2016-17 Adopted	2017-18 Forecast	2018-19 Forecast
<b>Fund Balance</b>							
<b>Beginning of Year</b>							
Court Cash Bond Interest	84	138	181	173	219	265	311
Police Training	6,396	12,534	2,549	17,439	14,992	9,045	14,498
911 Distribution	92,445	58,658	22,786	28,837	6,051	0	0
Transfer from Other Funds	30,000	1,198,250	2,402,951	2,208,250	629,185	610,367	602,549
<b>Revenue</b>							
Court Cash Bond Interest	54	35	43	46	46	46	46
Police Training	6,138	4,905	5,415	5,453	5,453	5,453	5,453
911 Annual Distribution	-	-	-	-	-	-	-
Interest Earnings	494	5,275	500	15,185	15,182	15,182	15,182
Transfer from Other Funds							
for Future GMP Update	10,000	10,000	10,000	10,000	10,000	10,000	10,000
for Strategic Plan	10,000	10,000	10,000	10,000			
for 2017 Citizen Survey	7,000	7,000	7,000	7,000		7,000	
For Future Recreation Center/Civic Center	1,041,250	500,000					
for Future Comp/Class Study					10,000	10,000	10,000
for Special District Agreement	100,000						
For Pavement Management 2016-2019		483,000					
For Trees Board Arboretum					10,000		
For Water District Issue			100,000	100,000	100,000	100,000	100,000
<b>Total Revenue - Court Cash Bond Interest</b>	<b>54</b>	<b>35</b>	<b>43</b>	<b>46</b>	<b>46</b>	<b>46</b>	<b>46</b>
<b>Total Revenue - Police Training</b>	<b>6,138</b>	<b>4,905</b>	<b>5,415</b>	<b>5,453</b>	<b>5,453</b>	<b>5,453</b>	<b>5,453</b>
<b>Total Revenue - 911 Distribution</b>	<b>494</b>	<b>5,275</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenue - Transfer from Other Funds</b>	<b>1,168,250</b>	<b>1,010,000</b>	<b>127,500</b>	<b>142,185</b>	<b>145,182</b>	<b>142,182</b>	<b>135,182</b>
<b>Total Fund Bal &amp; Revenues - Court Cash Bond Interest</b>	<b>138</b>	<b>173</b>	<b>224</b>	<b>219</b>	<b>265</b>	<b>311</b>	<b>357</b>
<b>Total Fund Bal &amp; Revenues - Police Training</b>	<b>12,534</b>	<b>17,439</b>	<b>7,964</b>	<b>22,892</b>	<b>20,445</b>	<b>14,498</b>	<b>19,951</b>
<b>Total Fund Bal &amp; Revenues - 911 Distribution</b>	<b>92,939</b>	<b>63,933</b>	<b>22,786</b>	<b>28,837</b>	<b>6,051</b>	<b>0</b>	<b>0</b>
<b>Total Fund Bal &amp; Revenues - Transfer from Other Funds</b>	<b>1,198,250</b>	<b>2,208,250</b>	<b>2,530,451</b>	<b>2,350,435</b>	<b>774,367</b>	<b>752,549</b>	<b>737,731</b>
<b>Expenditures</b>							
Court Cash Bond Interest							
Police Training							
7350-1010 Restricted PD Training	-		7,900	7,900	11,400		
911 Distribution							
6160-1100 911 Exp/communications	34,281	35,096	22,786	22,786	6,051	-	-
Dept requested \$0							
Transfer to General Fund - Citizen Survey	-				14,000		
Transfer to the General Fund - Strategic Plan			30,000	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	1,541,250			
Tree Board Arboretum					10,000		
<b>Total Expenditures - Court Cash Bond Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures - Police Training</b>	<b>-</b>	<b>-</b>	<b>7,900</b>	<b>7,900</b>	<b>11,400</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures - 911 Distribution</b>	<b>34,281</b>	<b>35,096</b>	<b>22,786</b>	<b>22,786</b>	<b>6,051</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures - Transfer to Other Funds</b>	<b>-</b>	<b>-</b>	<b>1,721,250</b>	<b>1,721,250</b>	<b>164,000</b>	<b>150,000</b>	<b>33,000</b>
<b>Fund Balance - Court Cash Bond Interest</b>	<b>138</b>	<b>173</b>	<b>224</b>	<b>219</b>	<b>265</b>	<b>311</b>	<b>357</b>
<b>Fund Balance - Police Training</b>	<b>12,534</b>	<b>17,439</b>	<b>64</b>	<b>14,992</b>	<b>9,045</b>	<b>14,498</b>	<b>19,951</b>
<b>Fund Balance - 911 Distribution</b>	<b>58,658</b>	<b>28,837</b>	<b>-</b>	<b>6,051</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fund Balance - Transfer - Other Funds</b>	<b>1,198,250</b>	<b>2,208,250</b>	<b>809,201</b>	<b>629,185</b>	<b>610,367</b>	<b>602,549</b>	<b>704,731</b>

Note: Below is the breakdown of the Transfer from Other Funds:

Fund Balance - Rolling total per subcategory	2013-14 Actual	2014-15 Actual	2015-16 Adopted	2015-16 Projected	2016-17 Adopted	2017-18 Forecast	2018-19 Forecast
for Dangerous Building Abatement	20,000	20,000	20,000	20,000	20,000	20,000	20,000
for Future GMP Update	20,000	30,000	40,000	40,000	50,000	60,000	70,000
for Strategic Plan	10,000	20,000	-	-	-	-	-
for 2017 Citizen Survey	7,000	14,000	21,000	21,000	7,000	14,000	14,000
For Future Recreation Center/Civic Center	1,041,250	1,541,250	-	-	-	-	-
for Future Comp/Class Study	-	-	-	-	10,000	20,000	30,000
Other	-	-	500	15,185	30,367	45,549	60,731
for Special District Agreement	100,000	100,000	100,000	100,000	100,000	100,000	100,000
For Pavement Management 2016-2019	-	483,000	333,000	333,000	183,000	33,000	-
For Water District Issue	-	-	100,000	100,000	200,000	300,000	400,000
<b>Fund Balance - Transfer - Other Funds</b>	<b>1,198,250</b>	<b>2,208,250</b>	<b>614,500</b>	<b>629,185</b>	<b>600,367</b>	<b>592,549</b>	<b>694,731</b>

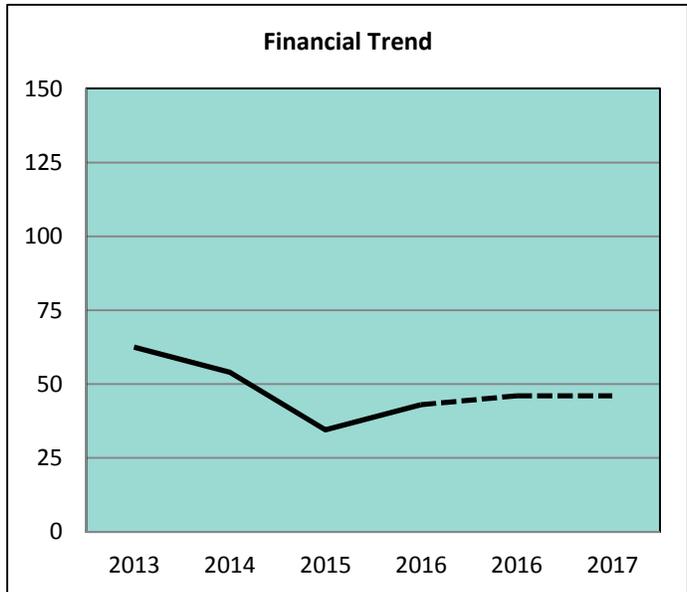
# Municipal Court Cash Bond Interest

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

**Municipal Court Cash Bond Interest** - The Court maintains a bank account for cash bonds received from defendants that earns interest monthly. The earnings from this account are available for the Court Clerk's discretionary spending.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	1,303	372.05%
2008 Actual	519	-60.15%
2009 Actual	9	-98.23%
2010 Actual	11	17.81%
2011 Actual	2	-78.34%
2012 Actual	19	694.47%
2013 Actual	63	234.87%
2014 Actual	54	-13.71%
2015 Actual	35	-36.00%
2016 Budget	43	24.53%
2016 Projected	46	6.98%
2017 Estimated	46	0.00%



# Police Training

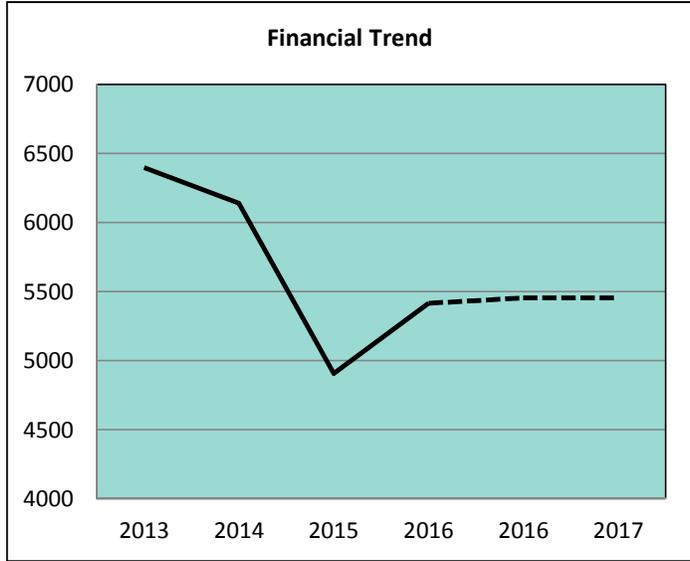
<b>General Ledger Codes:</b> <b>04-00-4255-0000</b>	<b>Legal Authority:</b> <b>Municipal Code: Section 130.290</b> <b>State Statute: Chapters 479 &amp; 483 &amp; 590</b>
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## Revenue Description

**Police Training Fees** - In addition to any fine that may be imposed by the municipal judge there are assessed as 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
2007 Actual	4,408	0.66%
2008 Actual	4,022	-8.76%
2009 Actual	5,338	32.72%
2010 Actual	4,065	-23.84%
2011 Actual	4,713	15.94%
2012 Actual	4,606	-2.28%
2013 Actual	6,396	38.86%
2014 Actual	6,138	-4.04%
2015 Actual	4,905	-20.08%
2016 Budget	5,415	10.39%
2016 Projected	5,453	0.70%
2017 Estimated	5,453	0.00%



# Interest Revenue

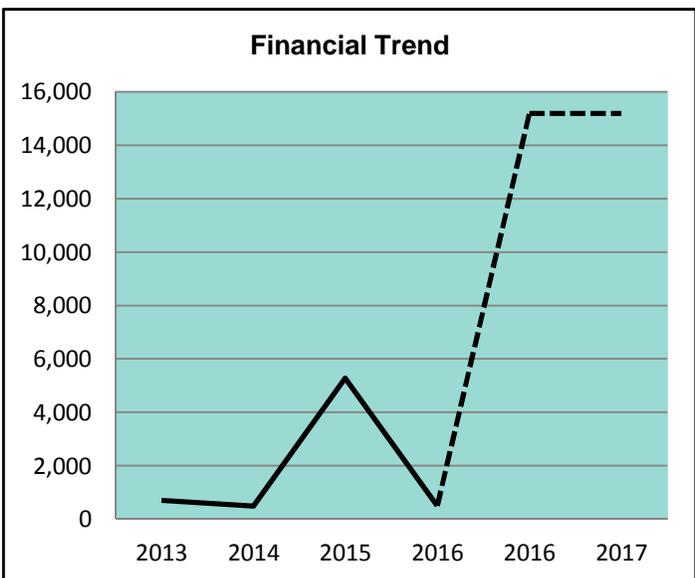
<p><b>General Ledger Codes:</b> <b>04-00-4350-0000</b></p>	<p><b>Legal Authority:</b> <b>State Statute: Chapter 82</b></p>
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## Revenue Description

**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.

FY17 revenues are based on current interest rates being earned.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	N/A
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 Budget	500	-90.52%
2016 Projected	15,185	2937.00%
2017 Estimated	15,182	-0.02%



# Transfers from General Fund

<b>General Ledger Codes:</b>	<b>Legal Authority:</b>
04-00-4901-0000	Municipal Code: n/a

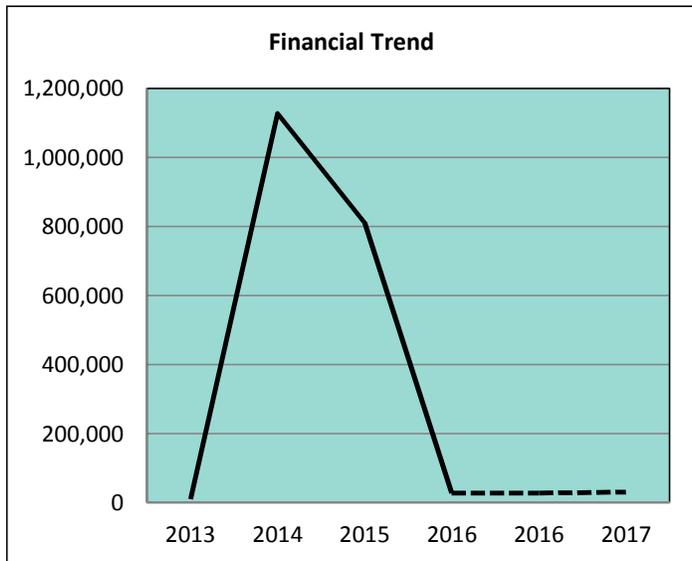
## Revenue Description

**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 2017:

* Growth Management Plan Sinking Fund:	\$10,000
* Future Comp/Class Study:	\$10,000
* Tree Board Fund - Arboretum	<u>\$10,000</u>
	\$ 30,000

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	N/A
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	115,814	N/A
2011 Actual	109,666	-5.31%
2012 Actual	0	-100.00%
2013 Actual	10,000	N/A
2014 Actual	1,127,000	11170.00%
2015 Actual	810,000	-28.13%
2016 Budget	27,000	-96.67%
2016 Projected	27,000	0.00%
2017 Estimated	30,000	-25.93%



# Transfers from Capital Improvement Sales Tax Fund

<b>General Ledger Codes:</b> <b>04-00-4945-0000</b>	<u><b>Legal Authority:</b></u>  <b>Municipal Code: n/a</b>
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## Revenue Description

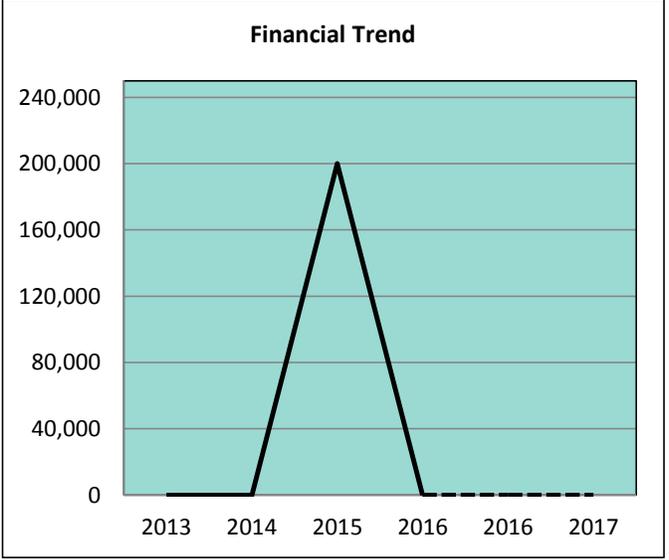
**Transfer from CIST Fund** - This is a transfer from the Capital Improvement Sales Tax Fund of the City to the Restricted Revenue Fund.

Funds are transferred from the CIST Fund in the following amounts for the following purposes in FY 2015:

\* Future Civic Center:                      \$200,000

No transfers are budgeted for FY 2017 at this time.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	N/A
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	200,000	N/A
2016 Budget	0	N/A
2016 Projected	0	N/A
2017 Estimated	0	N/A



# Transfers from Parks Sales Tax Fund

<b>General Ledger Codes:</b> <b>04-00-4947-0000</b>	<b>Legal Authority:</b>  <b>Municipal Code: n/a</b>
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## Revenue Description

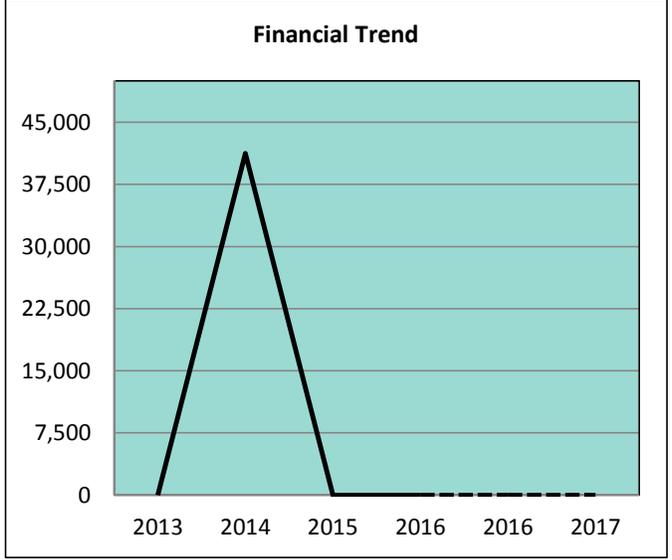
**Transfer from Parks Sales Tax Fund** - This is a transfer from the Parks Sales Tax Fund of the City to the Restricted Revenue Fund.

Funds were transferred from the Parks Sales Tax Fund in the following amounts for the following purposes in FY 2014:

\* Future Civic Center:                      \$41,250

No transfers are budgeted for FY 2017 at this time.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	N/A
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	41,250	N/A
2015 Actual	0	N/A
2016 Budget	0	N/A
2016 Projected	0	N/A
2017 Estimated	0	N/A



# Transfers from Enterprise Fund

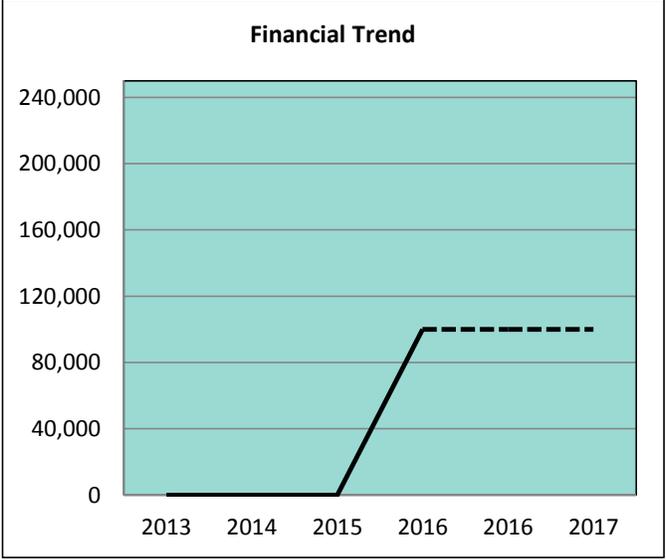
<b>General Ledger Codes:</b> <b>04-00-4950-0000</b>	<u><b>Legal Authority:</b></u>  <b>Municipal Code: n/a</b>
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## Revenue Description

**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.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	N/A
2008 Actual	0	N/A
2009 Actual	0	N/A
2010 Actual	0	N/A
2011 Actual	0	N/A
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Budget	100,000	N/A
2016 Projected	100,000	0.00%
2017 Estimated	100,000	0.00%



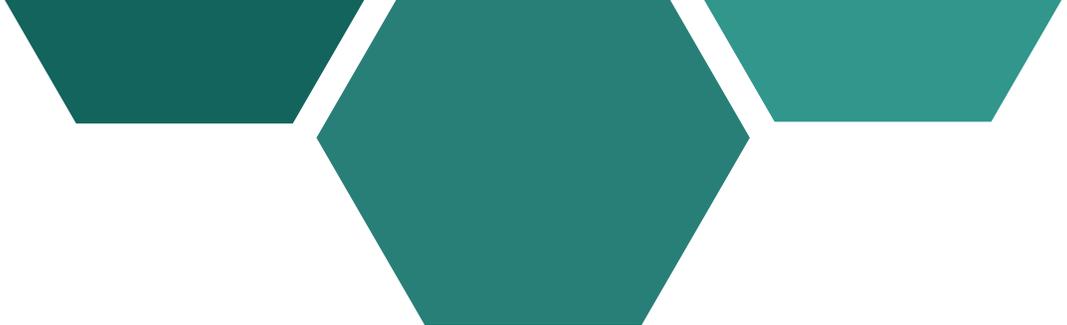
# CAPITAL BUDGET

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 2017 Annual Budget.





City of  
**RAYMORE,  
MISSOURI**

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

**August 15, 2016**

**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 2017 and the five-year Capital Improvement Program (CIP) FY 2017 - 2021 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 2017 – 2021 CIP
- Ten-year road plan
- Growth management plan
- Strategic plan
- Water System Master Plan
- Wastewater System Master Plan
- Stormwater Master Plan
- Transportation Master Plan

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.

## **PROPOSED 2017 CAPITAL BUDGET**

Below is a summary of the highlights of the Proposed 2017 Capital Budget:

**Revenues:** Revenues into the capital funds from FY 2016 to FY 2017 are anticipated to remain relatively constant. No new commercial is budgeted that has



not began sales as of this writing, and staff has budgeted for 100 new residential starts.

***Park/Stormwater Sales Tax Allocation:*** 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 2017, 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.

### ***Buildings & Grounds:***

City Hall Phone System: This project involves the replacement of the Inter-tel digital phone system with a hosted cloud based system including 77 VOIP handsets and conference phones at the City Hall location. The current Inter-tel phones are 12 years old. Buttons are wearing out, some handsets are failing. A VoIP phone system uses half the wiring required for a digital phone system. Digital phones require both a voice and a data cable, whereas VoIP systems plug the phone into an Ethernet wall plate, and then plug a computer into the back of the phone, so there's only one cable to the desk with VoIP systems. VoIP call costs are generally lower than costs with digital phones. Building/Equipment Repair and Replacement Fund, \$45,000

Security Cameras at Parks and Public Works: This project involves the installation of a total of 20 security cameras in Recreation Park, Memorial Park, Moon Valley Park and the public works facility. The installation of additional cameras in these locations would allow for continuous monitoring by the Police department. Cameras would be placed to view public areas and concessions stands. Capital Improvement Sales Tax Fund, \$35,000

Public Works Facility Flooring Replacement: This project involves the replacement of all the office carpet at the Public Works Facility. The carpet is the original carpet installed. It has exceeded its life expectancy and is showing wear and tear. Building/Equipment Repair and Replacement Fund, \$10,000

Public Works Facility - LED Lighting: This project involves replacing 217 florescent bulbs and 13 exterior wall packs with LED lights at the Public Works Maintenance Facility. This project will provide for more efficient lighting at the facility. The lighting in City Hall was recently converted to similar fixtures and is realizing an average monthly reduction in electrical usage of 15%. Building/Equipment Repair and Replacement Fund, \$5,000

Municipal Complex - Micro surface:  
This project involves micro surfacing the City Hall parking lot, Municipal Circle, Broadmoor & Skyline Drive. The City's pavement management plan calls for routine maintenance of paved areas. The area surrounding City Hall is showing cracks and pavement oxidation at a level that warrants surface treatment. Building/Equipment Repair and Replacement Fund, \$16,000, Transportation Tax Fund, \$24,000



City Hall Front Entry Repair: This project involves repairs to the storefront entry way and entrance slab to City Hall. The scope of work for these repairs include items such as: removal and replacement of existing flashing, modifications to the front entrance doors to make them water tight, removal of the existing front slab to determine and abate the source of the water entering the evidence room. The existing storefront is showing deterioration due to numerous water leaks, in addition there continues to be a chronic leak from the windows at the finance office to the evidence storage room below. Building/Equipment Repair and Replacement Fund, \$60,000

Public Works Interior Painting and Repairs: This project involves repainting the interior of the Public Works Operations Maintenance Facility along with various sheetrock repairs. The building is approaching ten years old, the paint and walls are exhibiting normal wear and tear. This recommended maintenance is part the scheduled BERP projects. Building/Equipment Repair and Replacement Fund, \$30,000

Municipal Circle Parking Improvements: This project will provide 120 angle parking stalls which will double the amount of parking around the perimeter of Municipal Circle. It will also change the traffic flow of Municipal Circle from two-way traffic to one-way traffic. Also included is this project is a driveway connection to Broadmoor Drive from the lower level parking lot for emergency vehicles along with an additional driveway approach from the lower parking lot to the east side of Municipal Circle. With the opening of Municipal Center this project will provide increased parking for large events at the Municipal Center. In order to provide angle parking it is necessary to change the traffic flow to one-way to allow for the 18 foot deep stalls and maintain a minimum driving width of 13 feet. Transportation Tax Fund, \$35,000

### **Community Development:**

T.B. Hanna Station Parking Improvements: This project will provide on street angle parking on; Maple Street between Adams St and Washington St. Adams St. between Maple and Olive, and Olive from Adams to the Depot. As part of the purchase of the 201 S. Adams St. property the City agreed to construct angle parking on Maple St. from Adams St. to Washington St. to be completed in 2017. With the improvements approved by the voters for the remainder of the property, there will be an increased need for additional parking within close proximity to the features. Capital Improvement Sales Tax Fund, \$68,000



### **Parks:**

Memorial Park Improvements: This is the final phase of a project to provide a facelift to Memorial Park, per the 2007 Park Strategic Plan. Improvements will include the reconstruction of the existing trail, addition of the loop trail, lighting of the sand volleyball courts and lighting of the trail system. The current trail has numerous locations where it is cracked and displaced. The addition of the loop trail will connect the future Arboretum to the rest of the park and provide opportunities for exercise and fitness. Installation of lighting at the sand volleyball courts will create a more user-friendly venue. Installation of lighting of park trails was identified in the 2016 Community Conversations. Park Sales Tax Fund, \$150,000



Memorial Park ADA Access to Ball Fields: This project involves the construction of a concrete walkway and pads for the bleachers and spectator areas for the Memorial Park ball fields 1 & 2. The ball fields at Memorial Park do not have a path to them to allow patrons with disabilities to access them. The areas around the backstops are turf and do not meet ADA guidelines. Park Sales Tax Fund, \$65,000

Ward Park Shelter House: This project would involve the construction of a small 10x10 shelter house over the concrete pad in the park. A Boy Scout project involved pouring the 10x10 concrete pad that is in place and one picnic table currently sits on it. This would provide shade for the area. Park Sales Tax Fund, \$6,500



Hawk Ridge Park Parking & ADA Playground: This project would involve the construction of an all-inclusive playground, an asphalt loop drive with parking and connection to restrooms and playground as well as 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 special populations. 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. Parks GO Bond Funds, \$700,000



**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 Amphitheater, Parking & Restrooms: 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. Parks GO Bond Funds, \$675,000



Hawk Ridge Park Additional Signage: This project would involve the design and construction of signage throughout the park. Parks GO Bond Funds, \$85,000

Recreation Park Activity Center: The Activity Center is a new recreational facility that includes a full size gymnasium that provides basketball and volleyball. The facility will include a lobby and check-in area, staff space, storage and a warming kitchen that can also be used as a concessions area. This facility will enhance the opportunity for recreational programming, tournaments and house the Recreation summer camp. The Activity Center will replace the current Park House facility that is in need of replacement. The Park House currently is used as a rental facility, storage for athletic and special event equipment and home to our summer camp. The summer camp program has also expanded to the point where the existing building facilities can not meet the needs of the current number of campers. Parks GO Bond Funds, \$2,843,000



Park Maintenance Facility Fencing & Building Apron: This project would involve installation of a six foot high chain link fence around the work area on the east side of the main shop facility, along with a concrete parking apron and maintenance bay approach to the building. The parking lot is currently gravel and the driveway approach is deteriorating. A recent MPR risk management audit identified the Parks work area east of the shop as a high risk for liability and recommends enclosure as soon as possible. Capital Improvement Sales Tax Fund, \$50,000

Memorial Park Parking Lot Extension: This project would involve the creation of additional 10 to 15 parking spaces at the northwest lot. The parking lot is not large enough for current use and trailhead access. Park Sales Tax Fund, \$37,500

T.B. Hanna Station Park Improvements: This project would involve a masterplan of the park system, construction of a restroom facility in 2017 and construction of a railroad themed playground as well as a spray park that would be converted into a synthetic ice rink in 2018. 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. Parks GO Bond Funds, \$80,000

### **Sanitary Sewer:**

Sanitary Sewer Inflow & Infiltration Reduction: 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 2017, efforts will focus in the Good Ranch, SkyVue, Moon Valley and Park Place 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. Enterprise Capital Maintenance Fund, \$120,000

Silvertop Sewer Replacement: This project involves replacing approximately 300 feet of failed clay sewer pipe along Silvertop Lane in the vicinity of Cove Drive. In response to several inquires regarding sewer backups in this area, Public Works staff televised the lines and discovered several sags and failed pipe that are impeding sewer flow. Enterprise Capital Maintenance Fund, \$60,000

### **Stormwater:**

Annual Curb Replacement: The City is in the midst of a multi-year program to address curb deterioration. The proposed FY 2017 and future funding from both the Transportation and Stormwater Funds will provide for removal and replacement of approximately 20,000 feet of curb and gutter at various locations each year. 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 Stormwater and Transportation Funds in recognition of the fact that curbs serve both as a road support device and as a stormwater conveyance measure. Stormwater Fund, \$100,000

Detention Pond Rehab/Beautification Partnership: This project involves the pilot of a program to modify an existing detention pond to proper EPA standards and provide education and training to the landowner to cover the proper annual maintenance. The project will involve tasks such as; removal of existing vegetation, regrading of pond bottoms, removal of low-flow concrete channels, and replacing these items with the appropriate plantings



identified in the MARC/APWA Best Management Practices Manual. There are a number of detention ponds throughout the City that have become overgrown with vegetation which is impacting their ability to control stormwater. Also this limits their ability to provide any water quality treatment as required by current regulatory standards. Capital Improvement Sales Tax Fund, \$50,000

City Hall Detention Pond: This project involves the modification of the existing detention pond to proper EPA standards and the creation of a proper annual maintenance program. The City Hall detention pond has become overgrown with vegetation. The purpose of this project is for the City to upgrade the existing detention pond and make the necessary adjustments in order to provide enhanced water quality measures prior to discharging water from the site which ultimately drains into Silver Lake. Capital Improvement Sales Tax Fund, \$80,000

Municipal Center BMPs: This project involves the creation and implementation of BMPs (Best Management Practices) for the stormwater detention areas associated with the Municipal Center property. The primary purpose of using BMPs is to protect beneficial uses of water resources through the reduction of pollutant loads and concentrations, and through reduction of discharges (volumetric flow rates) causing stream channel erosion. Stormwater Fund, \$80,000



FY17 Stormwater Improvements: This project involves several stormwater improvement projects at locations throughout the City to include; \$2,000 - Dean Ave - Culvert Installation, \$35,000 - Park Dr. - Replacement of collapsed culvert south of Lillian Lane, \$15,000 - Sierra Court - Underdrain installation, and \$22,000 - 58 Hwy -Headwall Repairs. During heavy rain events the discharge through the culvert which drains to the field, to the west, exceeds the capacity of the roadside swale along the southbound lanes of Dean Ave. The culvert pipes under Park Drive and along side yards have failed and are causing sinkholes and pavement settlements. The chronic flow of groundwater across the pavement is causing premature pavement failure on Sierra Court. The headwalls of two culvert crossings have deteriorated and are causing edge of roadway failures on 58 Hwy. Capital Improvement Sales Tax Fund, \$74,000

Cul-de-sac Program: This project involves a pilot program to modify several cul-de-sacs to include an island rain garden. There are a number of cul-de-sacs throughout the City that have a considerable amount of asphalt with no center island. Transportation Fund, \$100,000

## ***Transportation:***

Annual Curb Replacement Program: The City is in the midst of a multi-year program to address curb deterioration. The proposed FY 2017 and future funding from both the Transportation and Stormwater 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 Stormwater and Transportation Funds in recognition of the fact that curbs serve both as a road support device and as a stormwater conveyance measure. Transportation Fund, \$400,00



Annual Street Preservation Program: 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. Transportation Fund, \$800,000

Annual Sidewalk Program: This project involves installation of sidewalks on streets that do not currently have sidewalks on either side of the street. Exact locations for installation are approved each year as part of a long-term program. Many of the older neighborhoods in Raymore lack a sidewalk or pedestrian path. Transportation Fund, \$117,000

Maintenance of Thoroughfare Routes: This project involves micro-surfacing collector and arterial roads on a regular six-year cycle. In FY 2017 this will entail Dean Ave and Lucy Webb. The City's Comprehensive Pavement Management

Program recommends that collector and arterial streets receive surface treatments on a regular basis to preserve the integrity of the pavement and increase service life. Excise Tax Fund: \$155,000

Audible Pedestrian Signals: This project involves modification to the pedestrian signals at the intersections of Mott Drive, Foxridge Drive, Sunset and Madison along 58 Hwy as well as the intersection of Lucy Webb and Foxridge Drive to install audible warnings to the pedestrian signals. As part of the Walk Friendly Community Initiative modifications of the pedestrian signals was identified as a need during our pedestrian system assessment. Transportation Fund, \$30,000



Municipal Center Sidewalks & Lighting: This project involves installation of a 8 foot wide sidewalk and lighting along the outer edge of the circle along Lots 2,4,5,6 & 11 of Municipal Circle. With the completion of the Municipal Center there is a need to complete the pedestrian network within the municipal complex and provide the pedestrian connection to Johnston Drive. Transportation Fund, \$114,000

Street Light Installation: This project involves the installation of street light for all development started prior to November 1, 2016 at the following locations; Edgewater 5th - 6 lights, Westbrook 11th - 6 lights, High Point 3rd - 3 lights, Brookside 10th - 6 lights, and Resident requested; S. Franklin St. - 1 light, Tiffany Manor - 2 lights. During 2016 the City purchased all the KCP&L street lights throughout the City effective June 1, 2016. At the time of purchase the City had collected a number of street light fees with the development permits. The City is now responsible for all street lights not yet installed prior to the permitting being changed to developer installation effective November 1, 2016. Capital Improvement Sales Tax Fund, \$88,000



Foxridge Drive Extension: This project involves the extension of Foxridge Drive from its current location within Woodcreek subdivision to Dean Ave. Providing an additional access out of the neighborhood. This project could possibly aid in future development both residential and commercial. Transportation GO Bond Funds,, \$700,000

Kentucky Road Relocation: 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 southern terminus location on 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. Transportation GO Bond Funds,, \$590,000

Johnston Drive - Dean to Darrowby: This project involves the extension of Johnston Drive from Dean Ave to Darrowby. This segment would fill in a gap of the City's overall transportation network and provides collector roads connectivity. Transportation GO Bond Funds,, \$350,000

### **Water:**

Gore Road Water Main and Meter Station: This project will replace an eight-inch water main along Gore Road that extends from Washington Street to just short of Kurzweil Road with a 16-inch main to Kurzweil Road, and install a meter station at Kurzweil Road. The project will provide increased supply and fire protection to the area of the City north of 58 Highway between Kurzweil Road and Kentucky Road. This project has been reprogrammed and additional funding provided due to requirements of Kansas City Water Services. The 2004 Water System Master Plan identified the need for additional connection points to the Kansas City transmission main in order to meet demand for water caused by growth in the area. Water Connection Fee Fund, \$120,000

Sensus Meter Reading System: This project funding for a five-year program to convert our current residential water meters to Sensus meters, electronic reading transmitters and handheld reading equipment. The current system is aging and in need of replacement. In 2004, the City made a decision to go with AMCO meters and reading system. Although this system has been a good system and will continue to be utilized during the transition, staff was not able to fully implement the conversion. There are still numerous touchpad and manual meters in the system. Enterprise Capital Maintenance Fund, \$150,000



## PROJECTS BEYOND FY 2017 IN THE FY 2017 – 2021 C.I.P.

Projects, funded and unfunded, shown in the FY 2017 – 2021 C.I.P. beyond FY 2017 include the following:

### FUNDED PROJECTS

#### ***Community Development:***

T.B. Hanna Station Parking Improvements: This project will provide on street angle parking on; Maple Street between Adams St and Washington St. Adams St. between Maple and Olive, and Olive from Adams to the Depot. As part of the purchase of the 201 S. Adams St. property the City agreed to construct angle parking on Maple St. from Adams St. to Washington St. to be completed in 2017. With the improvements approved by the voters for the remainder of the property there will be an increased need for additional parking within close proximity to the features. Parks GO Bond Funds, 2018, \$92,000

#### ***Parks:***

Dog Park: This project involves the construction of fencing and dog park amenities. The project will involve items such as the purchase of amenities, extension of water service to the site, construction of an asphalt path, construction of double gated fencing, parking lot and entrance road. The City currently does not have an area for off leash dog activity. Citizens have indicated an interest in adding such an area to the park system. Staff has targeted the future Timber Trails park land dedication as an optimal location for this amenity. Dedication of the future park land is slated for the fall of 2016. Park Sales Tax Fund, 2020, \$175,000

Memorial Park Playground Improvements: 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. Park Sales Tax Fund, 2018, \$48,000

Recreation Park Ballfield Lights: 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. Park Sales Tax Fund, 2019, \$80,000

Park Maintenance Facility Fencing & Building Apron: This project would involve installation of a six foot high chain link fence around the work area on the east side

of the main shop facility, along with a concrete parking apron and maintenance bay approach to the building. The parking lot is currently gravel and the driveway approach is deteriorating. A recent MPR risk management audit identified the Parks work area east of the shop as a high risk for liability and recommends enclosure as soon as possible. Parks Sales Tax Fund, 2020, \$75,000

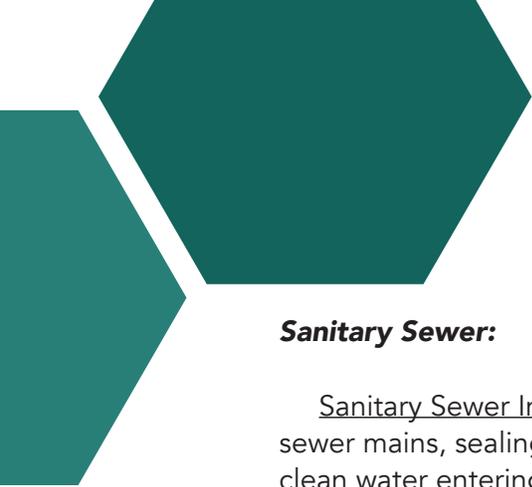
Recreation Park Picnic Pavilion: This project would involve the demolition of the existing park house and site restoration and create an additional picnic pavilion with restrooms and special event storage. The current park house is scheduled for demolition after completion of the Activity Center. Staff 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. Parks Sales Tax Fund, 2018, \$200,000

T.B. Hanna Station Park Improvements: This project would involve construction of a restroom facility in 2017 and construction of a railroad themed playground as well as a spray park that would be converted into a synthetic ice rink in 2018. This project was identified and listed in the 2016 General Obligation Bond literature. Parks GO Bond Funds, \$428,000

Recreation Park Pedestrian Bridge Replacements: This project would involve the replacement of the current bridges and construction of new pedestrian crossing to the east connecting Moon Valley and Recreation Park and the disc golf course. The existing bridges do not meet current design standards. Parks Sales Tax Fund, 2018, \$100,000

Recreation Park Playground Equipment: This project would involve replacement of playground equipment and surfacing at Recreation Park. The drainage system on the playground does not work well which results in improper drainage and pooling during excessive rains. The equipment is approximately 20 years old and is starting to fade and deteriorate requiring annual repairs. Parks Sales Tax Fund, 2021, \$300,000

Recreation Park Pond: This project would involve the removal of sediment in the pond and cleaning up around the area making it easier to fish and more inviting to spend time around. Staff has had complaints from the citizens that fish the pond about the algae and settlement. With the new Activity Center being proposed to face and incorporate the pond as a main feature, staff researched and found a solution that is environmental-friendly. 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. Parks Sales Tax Fund, 2019, \$150,000



### **Sanitary Sewer:**

Sanitary Sewer Inflow & Infiltration Reduction: 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 2017, efforts will continue to be focused in subdivisions south of Lucy Webb Road and west of Madison Street. 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. Enterprise Capital Maintenance Fund: 2018 - \$123,000; 2019 - \$126,075; 2020 - \$129,227; 2021 - \$132,458

### **Stormwater:**

Annual Curb Replacement: The City is in the midst of a multi-year program to address curb deterioration. The proposed FY 2017 and future funding from both the Transportation and Stormwater 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 2015. The cost of the replacement program is being borne by both the Stormwater and Transportation Funds in recognition of the fact that curbs serve both as a road support device and as a stormwater conveyance measure. Stormwater Fund: 2018-2021 - \$100,000

### **Transportation:**

Annual Curb Replacement: The City is in the midst of a multi-year program to address curb deterioration. The proposed FY 2017 and future funding from both the Transportation and Stormwater 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 2015. The cost of the replacement program is being borne by both the Stormwater and Transportation Funds in recognition of the fact that curbs serve both as a road support device and as a stormwater conveyance measure. Transportation Fund: 2018-2021 - \$400,000

Annual Street Preservation Program: 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. Transportation Fund: 2018-2021 - \$800,000

Annual Sidewalk Program: This project involves installation of sidewalk on streets that do not currently have sidewalks on either side of the street. Exact locations for installation are approved each year as part of a long-term program. Many of the older neighborhoods in Raymore are lacking any type of pedestrian system. A long-term sidewalk program is in place to install sidewalks on streets that do not currently have sidewalks on either side of the street. Transportation Fund: 2018 - \$117,000

Maintenance of Thoroughfare Routes: This project involves micro-surfacing collector and arterial roads on a regular six-year cycle. 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. Excise Tax Fund: 2018 - \$125,000; 2019-2021 - \$200,000

Street Light Installation: This project involves the installation of street light for all development started prior to November 1, 2016 at the following locations; Edgewater 5th - 6 lights, Westbrook 11th - 6 lights, High Point 3rd - 3 lights, Brookside 10th - 6 lights, and Resident requested; S. Franklin St. - 1 light, Tiffany Manor - 2 lights. Capital Improvement Sales Tax Fund: 2018-2021 - \$15,000

**Water:**

Sensus Meter Reading System: This project funding for a five-year program to convert our current residential water meters to Sensus meters, electronic reading transmitters and handheld reading equipment. The current system is aging and in need of replacement. In 2004, the City made a decision to go with AMCO meters and reading system. Although this system has been a good system and will continue to be utilized during the transition, staff was not able to fully implement the conversion. There are still numerous touchpad and manual meters still in the system. To future complicate matters, the City was notified by our AMCO



representatives that they have discontinued the residential meters. Enterprise Capital Maintenance Fund: 2018-2021 - \$300,000

## **UNFUNDED PROJECTS**

The following projects are currently unfunded in the C.I.P., but are presented for the Council's information, consideration and planning.

Rec Park Baseball/Football Field Irrigation: This project involves the underground irrigation of the baseball and football fields as well as the common areas inside the complex at Recreation Park. The turf areas of the fields have become unsightly and are a safety risk for participants. With the current amount of play and the anticipated increases in the amount of play on these fields, proper watering of these areas is necessary. \$280,000

Johnston Lake Bank Reinforcement: This project involves the armoring of the perimeter of Johnston Lake in certain areas to reduce erosion. Staff suggests this project be separated into smaller segments over time, identifying priority areas that need attention along the bank that include high visibility and usage as top priority. This would drastically reduce the immediate financial impact of the project and supplement areas of development on Johnston Lake associated with Hawk Ridge Park Improvements.. In a 2009 Missouri Department of Conservation evaluation of Johnston Lake (at Hawk Ridge Park), the department found that erosion was occurring on the banks of the lake, and recommended that in order to reduce erosion and siltation that the City armor the banks with rock and allow vegetation to be established in and around the armored areas. \$800,000

Concessions Connectivity & Software Upgrades: This project would involve the installation of internet at all three outdoor concessions stands and the purchase of software for credit/debit purchases and electronic reconciling and inventory onsite. The three outdoor concessions stands are not equipped with internet access. This lack of connectivity reduces the Department's ability to conduct electronic transactions that provides debit/credit purchases, onsite inventory and daily reconciliation. The current cash only system is unsafe, unsecure and reduces sales by not offering electronic transactions. Additionally, internet access provides onsite weather radar, provides opportunities for faster program cancellation notifications and provides connection for future installation of security cameras. \$15,000

*See post-adoption memo.*

Park Restroom Enhancements: This project would involve the installation of hand dryers and space heaters in the concession stands. The four public restrooms within the park system have either paper towel dispensers or electric hand dryers. Replacing the current paper towel dispensers with electric hand dryers will reduce

waste and provide a cleaner, more sanitary public restroom. At the soccer restroom facility, the concrete block facility can vary in temperature drastically during the playing seasons for soccer. Installing space heaters in the ceilings will provide a more comfortable experience and help prevent freezing and damage to plumbing infrastructure. \$6,000

Park Maintenance Shop Renovation: This project would involve the renovation of the administrative area of the Park Maintenance Facility that includes work stations, conference table and general remodeling of facilities. The Park Maintenance Facility was built 17 years ago. The space for administrative work and staff break room areas are deficient in size to accommodate current or future staff. There is not enough space for all staff to sit and eat lunch or have a full staff meeting. Restroom and breakroom facilities are outdated and in desperate need of remodeling. There are no workstations to complete daily work logs or weekly timesheets. \$25,000

Soccer Venue: This project would involve the purchase of 80 acres of land for a soccer venue. Location to be determined. With soccer and baseball being played at the same time of year, Recreation Park has become very congested at times. This would free up parking and free up more green space for practice fields. \$3,788,400

Additional Baseball/Softball Fields: This project would involve the creation of additional ball fields at Recreation Park upon the relocation of soccer fields. Staff can not properly book the amount of games/tournaments due to the demands on current resources. \$1,108,500

Recreation Park Parking Lot Expansion: This project would expand current parking on the southeast lot of Recreation Park near the playground and on the southwest lot near the Skate Park (Southeast Lot - 50+ spaces, Southwest Lot - 20+ spaces). With the construction of the Activity Center, overflow parking for tournaments will be limited and Recreation Park has experienced increased usage with program growth creating traffic and parking issues. Expansion of the parking lot areas would add over 70 additional parking spaces for daily use of the park and accommodate tournament traffic. \$150,000

Recreation Park Pedestrian Safety Enhancements: This project will involve the construction of a pedestrian sidewalk connecting the large parking lot to the baseball complex, providing a safe and accessible connection between the parking area and complex. In addition, the project incorporates large rocks/boulders as protective borders between the parking lot and drive areas adjacent to the grass, sidewalk and activity areas providing a safe, aesthetically pleasing landscapes within the park. The current layout of the parking area does not allow for pedestrian access to the activity areas surrounding the baseball complex forcing park patrons



to walk in the parking lot to access the complex. Additionally, many patrons ignore the “no parking” signs and park in high pedestrian traffic areas and playground area causing unsafe conditions and traffic congestion. \$200,000

Memorial Park Fields 3 and 4 Backstop: This project will involve the replacement of the backstops at Memorial Park fields 3 and 4. Memorial Park baseball fields 3 and 4 are in desperate need of new backstops. Once used primarily as practice fields, they have become necessary as game fields with the growth of our baseball / softball league. Owned by the school district but used and maintained by the department, these fields are a necessity and must have some improvements made. The department has improved the playing surface in recent years. \$20,000

Memorial Park Basketball Court: This project involves the construction of an additional outdoor full size basketball court at Memorial Park. Memorial Park has always been a very popular park for family events and a gathering spot for teenagers after school. This would be another open use amenity within the park that enhances the experience when renting the shelter for family reunions and picnics and also provides an activity for youth in efforts to deter vandalism. In addition, the court could be used as an activity area during the Festival in the Park and for outdoor recreation programming. \$70,000

Ward Park Basketball Court: This project involves the construction of an additional outdoor ½ size basketball court at Ward Park. Ward Park is a great neighborhood park that offers a playground, walking trail and small shelter. A half court sized basketball court would provide another amenity for the local children and be used frequently. \$35,000

Concession Stand Roof Rehabilitation: This project involves the painting of the roofs at the two concessions stands at Recreation Park. The concession stands are 17 years old. The current roofs have become faded and discolored, in addition the rubber grommets that secure the roof to the structure are beginning to dry-rot and causing leaks. This project would replace the current roofs with new a new surface that would enhance the view within the park, look new next to the new shade structures and provide years of reliable leak free protection for the restrooms and concessions area. \$50,000

Archery Range: This project involves the construction of an archery range at Hawk Ridge Park. The popularity of Archery continues to grow and the success of our introduction to archery course identifies a desire from the residents to have a facility to safely participate in this sport. With safety features in place, a range could provide a location for classes, programs, leagues and tournaments as well as open use by those who enjoy the sport. Hawk Ridge Park provides an excellent location for this amenity. With few ranges available in the metro area, this facility could be a regional draw. \$15,500

Part-Time Staff Time Management System: This project involves the installation of an electronic program located at the satellite facilities for part-time staff time management. This time management system takes the manual recording of time and logging of hours to an electronic system that is faster and more thorough. Currently, all timesheets are written on paper and turned into a supervisor that converts to spreadsheet and ultimately entered into incode. This system provides better justification and more accurate time tracking during non-business hours. \$4,500

Arboretum at Memorial Park: This project converts the west side of Memorial Park into a living Arboretum with entrance and educational signage and supplemental tree planting. The west side of Memorial Park naturally lends itself to an arboretum type setting. With mature and young trees and an established trail system scheduled for rehabilitation in FY17, establishing a Raymore Arboretum is a natural fit. \$10,000

*See post-adoption memo.*

Recreation Park Pavilion Storm Shelter: The project is an enhancement to the "Recreation Park Picnic Pavilion" project funded in FY18. It involves construction of a storm shelter underneath. Staff identified the need for providing a storm shelter for the current Summer Camp program. Currently, the camp utilizes the basement at the Park House. Once the new Activity Center is constructed and demolition of the house is complete, the camp participants and staff will not have a safe location to take shelter. This addition will provide an emergency shelter for all Parks and Recreation staff, program participants and any park patrons in the vicinity during emergency weather. \$100,000

Owen Good Force Main Conditional Analysis: In FY 2012, a project was completed to obtain pipe condition data of the Owen Good Force Main from the Owen Good Lift Station to the discharge point at Sunset Lane and 58 Highway. This project would fund a consultant's analysis of data for the northern section of this pipe to determine exact locations for future replacement. This project is an analysis of data gathered for the final segment (north third of the main). Location is from approximately Lucy Webb to 58 Hwy. As part of the Phase I project, pipe condition data was gathered for the entire force main from the lift station at 195th St & 71 Hwy to the discharge point at Sunset Lane and 58 Hwy. Data, however, was analyzed for only the southern 5,000 ft. of the pipeline. Based on the condition described in the report for the southern 5,000 ft., there is a need to determine the condition of the remaining pipeline. \$110,000

Southwest Interceptor #1: This project involves the construction of a sanitary sewer interceptor to serve a 700-acre area in the southern part of the city, generally located along Hubach Hill Road from School Road to approximately one-half mile



east of J Highway. The 2004 Sanitary Sewer Master Plan identified interceptor sewers to provide service to undeveloped areas of Raymore, including this one. In addition to providing service to undeveloped areas, this interceptor would allow for the decommissioning of a temporary lift station that serves the Park Place/Hunter's Glenn area. This lift station has occasionally been the source of complaints about odor in the area. \$1,270,000

Central Art Feature - Roundabout: This project involves the installation of a steel, aluminum or stainless steel sculpture installed on the center column of the Lucy Webb/Dean Ave. roundabout as developed by the City Council Decorative Feature Committee. The current strategic plan for the City calls for entrance features and in addition best practice for roundabout design calls for a raised element in the center of the roundabout. \$50,000

Art Panel Columns - Roundabout: This project involves the final design installation of 6 brick columns with an art display area on each installed on the Lucy Webb/Dean Ave. roundabout as developed by the City Council Decorative Feature Committee. Best practice for roundabout design calls for a raised element in the center of the roundabout. \$77,452

Old Mill Extension to Hubach Hill Road: This project involves the extension of Old Mill Road from Wildwood Circle to Hubach Hill Road. The 2012 Citizens survey identified the need for additional road connections to provide north/south travel within the City. This project will provide a second connection for the Stonegate area to Hubach Hill Road. \$240,000

163rd St from Foxridge Dr to Kentucky Rd: This project is to extend 163rd Street between Foxridge Drive and Kentucky Road. This road would provide the Creekmoor and Remington subdivisions direct access to Interstate 49, reducing traffic on 58 Highway. \$4,565,000

Sunset Lane Extension North of 58 Highway: This project involves the city's financial contribution for the construction the west portion of Sunset Lane adjacent to Hawk Ridge Park. The Transportation Master Plan calls for Sunset Lane to be extended from 58 Hwy to 163rd Street. Timing of this project is subject to development of the surrounding properties. \$940,000

North Madison Street Improvement - 163rd to 155th: This project involves reconstruction of North Madison Street from 163rd Street to 155th Street to urban collector street standards. The Transportation Master Plan calls for North Madison Street to be a two lane urban section collector street. \$3,450,000

155th Street - Madison to Kentucky: This project involves reconstruction of 155th Street from Madison Street to Kentucky Road to a two lane rural section with five foot bike lanes. This project is dependent upon matching funds from KCMO or other funding sources. The total project cost is estimated at \$1,600,000. The condition of the pavement surface has deteriorated beyond the point where it can be maintained by routine maintenance. \$1,600,000

Ward Road Reconstruction: This project involves reconstruction of Ward Road from 58 Hwy to the north Cass County limits (155th street). This project is dependent on execution of a cooperative funding agreement with Cass County. Project cost identified represents the city's share of this project. The 2014 Council Goals and Objectives identified the need to reconstruct Ward Road from 58 Hwy to 155th Street due to the numerous complaints and the lack of funding from the County. \$4,000,000

2.5 MG Water Tower: This project involves construction of a third City water tower. The addition of a third water tower to the City's distribution system will eventually be necessary to accommodate the City's population growth. \$5,705,000

## **ACKNOWLEDGEMENTS**

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 has a major role in producing this document. My sincere thanks and gratitude go to them for their work.

**RESPECTFULLY SUBMITTED,**



**Jim Feuerborn, City Manager**

City of  
**RAYMORE,  
MISSOURI**

100 Municipal Circle • Raymore, Mo.  
(816) 331-0488 • www.raymore.com

**November 1, 2016**  
**City Manager's Post Capital Budget Adoption Memorandum**

During City Council deliberation of the City's Manager's Proposed 2017 Budget, the following changes to the Proposed Budget were introduced and approved as part of the final Fiscal Year 2017 Capital Budget:

1. A transfer was made from General Fund available fund balance into the Capital Improvement Sales Tax Fund in the amount of \$301,500 to fund the relocation and remodeling of a railroad business car to be utilized as a unique small conference/rental space facility.
2. A transfer was made from the General Fund available fund balance into the Parks Sales Tax Fund in the amount of \$100,000 to fund the design and installation of lights along city trails to be determined at a later date by the Park Board.
3. A transfer was made from the General Fund available fund balance into the Parks Sales Tax Fund in the amount of \$18,000 to fund the installation of internet with WiFi in the Parks & Recreation Department's concession stands.
4. A transfer was made from the General Fund available fund balance into the Restricted Revenue Fund in the amount of \$10,000 to fund the establishment of an arboretum under the direction of the Tree Board.



**Jim Feuerborn, City Manager**

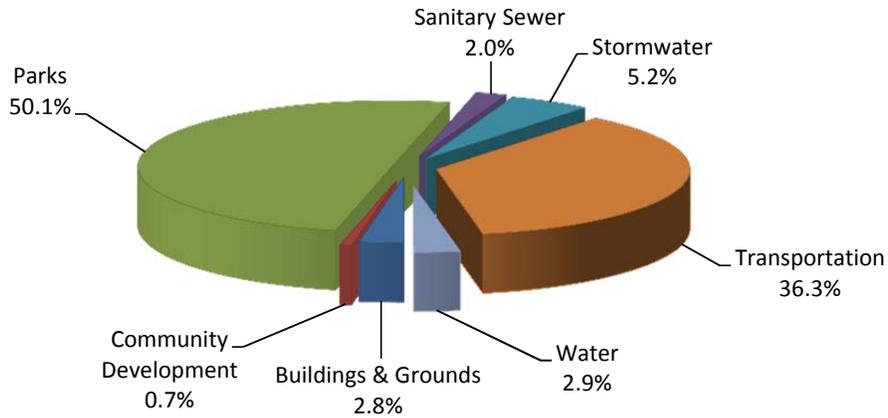


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# CAPITAL PROJECT SUMMARY

## By Type

<u>Type</u>	<u>2017 Funding</u>
Buildings & Grounds	\$ 260,000
Community Development	\$ 369,500
Parks	\$ 4,820,100
Sanitary Sewer	\$ 180,000
Stormwater	\$ 484,000
Transportation	\$ 3,344,000
Water	\$ 270,000
<b>Total:</b>	<b>\$ 9,727,600</b>

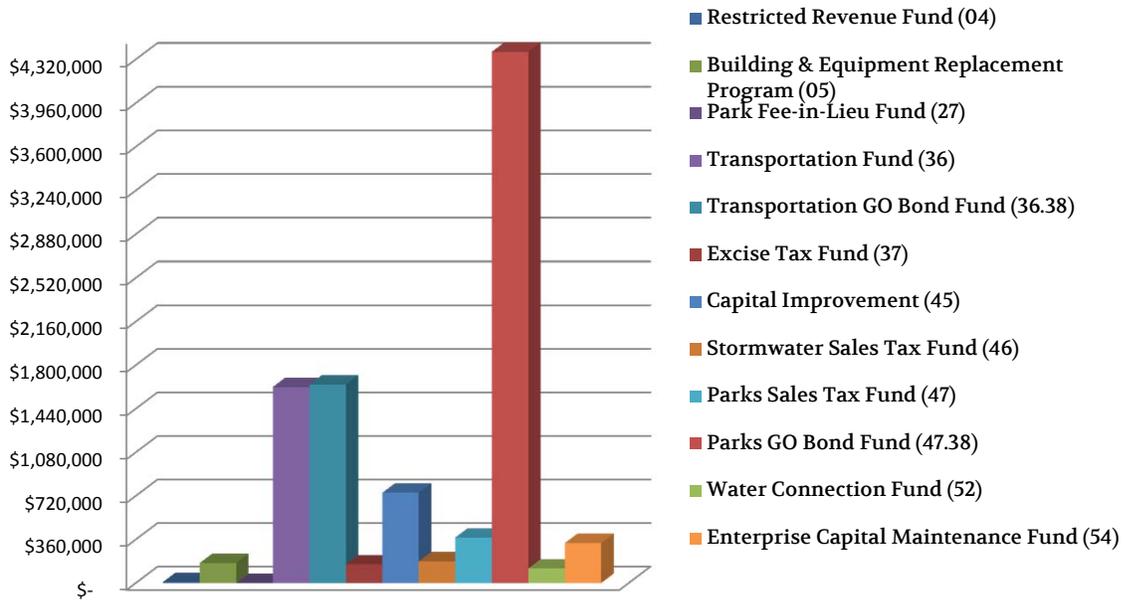


Capital expenditure projects are classified into seven specific programs: Buildings and Grounds, Community Development, Parks and Recreation, Sanitary Sewer, Stormwater, Transportation and Water Supply. For simplicity of presentation, only the types being funded in the current budget year are presented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

# CAPITAL PROJECT SUMMARY

By Funding Source

<u>Source</u>	<u>2017 Funding</u>	
Restricted Revenue Fund (04)	\$ 10,000	0%
Building & Equipment Replacement Program (05)	\$ 166,000	2%
Park Fee-in-Lieu Fund (27)	\$ -	0%
Transportation Fund (36)	\$ 1,620,000	17%
Transportation GO Bond Fund (36.38)	\$ 1,640,000	17%
Excise Tax Fund (37)	\$ 155,000	2%
Capital Improvement (45)	\$ 746,500	8%
Stormwater Sales Tax Fund (46)	\$ 180,000	2%
Parks Sales Tax Fund (47)	\$ 377,000	4%
Parks GO Bond Fund (47.38)	\$ 4,383,100	45%
Water Connection Fund (52)	\$ 120,000	1%
Enterprise Capital Maintenance Fund (54)	\$ 330,000	3%
<b>Total:</b>	<b>\$ 9,727,600</b>	<b>100%</b>



Raymore funding for capital projects comes from a variety of sources, but generally falls into one of several categories; ad valorem taxes, sales taxes, fuel taxes, impact fees, enterprise fees, grants or other financing.

**Note:** The Restricted Revenue Fund (04) is not a capital fund. This fund along with the actual budgeted expense is located within the Internal Revenue Funds. The project and funding are shown here, as they were approved as a capital project, but are being funded and expensed in the Restricted Revenue Fund due to the control of the project has been given to the Tree Board.

## FY 2017 CAPITAL PROJECTS

The following projects are included in the proposed Capital Improvement Program (CIP) with funding requested in FY 2017 in the amounts detailed below. A full description of the project and the proposed expenditure and funding schedule, which may include prior funding and anticipated future funding for each is also included in the CIP. Projects may be funded from multiple sources over a number of years.

### **Buildings & Grounds**

Public Works Facility Flooring Replacement	\$ 10,000
Public Works Facility - LED Lighting	\$ 5,000
City Hall Front Entry Repair	\$ 60,000
Public Works Interior Painting and Repairs	\$ 30,000
City Hall Phone System	\$ 45,000
Security Cameras at Parks & Public Works	\$ 35,000
Municipal Complex - Micro Surface	\$ 40,000
Municipal Circle Parking Improvements	\$ 35,000
	<b>\$ 260,000</b>

### **Community Development**

T.B. Hanna Station Parking Improvements	\$ 68,000
Railroad Business Car	\$ 301,500
	<b>\$ 369,500</b>

### **Parks**

Memorial Park Improvements	\$ 150,000
Memorial Park ADA Access to Ball Fields	\$ 65,000
Ward Park Shelter House	\$ 6,500
Hawk Ridge Park Parking & ADA Playground	\$ 700,000
Hawk Ridge Park Amphitheater, Parking & Restrooms	\$ 675,100
Hawk Ridge Park Additional Signage	\$ 85,000
Recreation Park Activity Center	\$ 2,843,000
Park Maintenance Facility Fencing & Building Apron	\$ 50,000
Memorial Park Parking Lot Extension	\$ 37,500
T.B. Hanna Station Park Improvements	\$ 80,000
Trail lighting	\$ 100,000
Concession Stand Internet Connectivity w/ WIFI	\$ 18,000
Establishment of an Arboretum - Tree Board Fund	\$ 10,000
	<b>\$ 4,820,100</b>

### **Sanitary Sewer**

Sanitary Sewer Inflow & Infiltration Reduction	\$ 120,000
Silvertop Sewer Replacement	\$ 60,000
	<b>\$ 180,000</b>

### **Storm Water**

Annual Curb Replacement	\$ 100,000
Detention Pond Rehabilitation/Beautification Partnership	\$ 50,000
City Hall Detention Pond	\$ 80,000
Municipal Center BMPs	\$ 80,000
FY17 Stormwater Improvements	\$ 74,000
Cul-de-sac Program	\$ 100,000
	<b>\$ 484,000</b>

### **Transportation**

Annual Curb Replacement Program	\$ 400,000
Street Preservation - Overlay	\$ 800,000
Annual Sidewalk Program	\$ 117,000
Maintenance of Thoroughfare Routes	\$ 155,000
Municipal Center Sidewalks & Lighting	\$ 114,000
Street Light Installation	\$ 88,000
Foxridge Drive Extension	\$ 700,000
Johnston Drive - Dean to Darrowby	\$ 350,000
Audible Pedestrian Signals	\$ 30,000
Kentucky Road Relocation	\$ 590,000
	<b>\$ 3,344,000</b>

### **Water**

Gore Road Water Main and Meter Station	\$ 120,000
Sensus Meter Reading System	\$ 150,000
	<b>\$ 270,000</b>

**Grand Total: \$ 9,727,600**

## **Impact of Capital Expenditures in the Five-Year Capital Improvement Program on the Operating Budget and Existing Services:**

### **Potential estimated impacts of capital projects include:**

1. staffing and related personnel costs
2. expansion of, or opening of a new facility-related operating costs
3. disclosure of assumptions used to estimate impact
4. cost savings produced instead of generating additional costs
5. incremental revenues
6. non-financial aspects-i.e., improved safety, cleaner environment, improved response time, attractiveness, security and safety, reduction of traffic congestion, etc.

Capital Projects may create an immediate effect on the operating budget by increasing measurable expenditures. Conversely, many of the projects below will extend the life of capital assets and decrease operating expenditures, though the impact of such decreases is not readily measurable.

### **Building and Equipment Replacement Program (05)**

**City Hall Phone System** - Staff does not anticipate any additional operational costs. Upgrading the current outdated phones will allow staff to do more office oriented work at their location which would provide improved response time and efficiency of the staff.

**Public Works Facility Flooring Replacement**- Staff does not anticipate any additional operational costs.

**Public Works Facility - LED Lighting** - Staff anticipates a reduction of annual repair costs. Staff estimates a savings of \$500 per fiscal year by replacing the current units with LED.

**City Hall Front Entry Repair**- Staff anticipates a reduction of annual repair costs. Staff estimates a savings of \$100 per fiscal year. Repairing the entry will provide improved safety and a cleaner environment for the staff located at the facility.

**Public Works Interior Painting and Repairs** - Staff anticipates a reduction in annual repair costs. Staff estimates a savings of \$100 per fiscal year. Repairing and painting the interior walls will provide a cleaner more professional environment for the staff located at the facility.

**Municipal Complex - Micro Surface** - Reduction in maintenance cost. Staff estimates a savings of \$200 per fiscal year. This is a surface preservation and extends the surface life of the pavement. This will provide improved safety.

**Municipal Circle Parking Improvements** - Staff anticipates additional maintenance cost of \$750 for stall striping. The additional parking will benefit the desirability of utilizing the Municipal Center as an event rental space.

### Transportation Fund (36)

**Annual Curb Replacement** - A reduction in maintenance cost is expected. Staff estimates a savings 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** - Reduction in maintenance cost. Staff estimates a savings of \$1,300 per fiscal year. This maintains an overall systemize approach to maximize our maintenance dollars, as well as improve the safety and esthetics of the system.

**Annual Sidewalk Program** – Staff does not anticipate any additional costs. Concrete sidewalks require very little maintenance. Additional sidewalks in the City will benefit both citizens and visitors in the community. The program provides a safer walk environment but and the needed connection in our sidewalk network linking neighborhoods without sidewalks with the existing network.

**Municipal Complex - Micro Surface** – Reduction in maintenance cost. Staff estimates a savings of \$300 per fiscal year. This is a surface preservation and extends the surface life of the payment. This will provide improved safety.

**Audible Pedestrian Signals** - Staff anticipates additional utility costs of \$125 per fiscal year. Additional audible signals located along 58 Highway will benefit both citizens and visitors in the community. This will provide a safer environment and assists in the walk friendly community initiative.

**Municipal Center Sidewalks & Lighting** - Staff anticipates additional utility costs of \$550 per fiscal year. Additional streetlights and sidewalks will benefit both citizens and visitors in the community providing a safer walk friendly environment.

**Cul-de-sac Program** - Staff anticipates additional planting and maintenance costs of \$10,000 per fiscal year. This will improve the quality of urban runoff from roads, residential neighborhoods, and to reduce peak stormwater runoff rates by providing temporary storage during larger storm events while providing an overall attractiveness to the system.

### Transportation GO Bond Fund (36.38)

**Foxridge Drive Extension** - Staff anticipates additional routine maintenance of \$1,500 annually after construction. Additional streets provide improved efficiency of traffic flow by offering more ways to move around the City.

**Kentucky Road Relocation** - Staff anticipates additional routine maintenance of \$1,500 annually after construction. Additional streets provide improved efficiency of traffic flow by offering more ways to move around the City.

**Johnston Drive - Dean to Darrowby** – Staff anticipates additional routine maintenance of \$1,500 annually after construction. Additional streets provide improved efficiency of traffic flow by offering more ways to move around the City.

### Excise Tax Fund (37)

**Maintenance of Thoroughfare Routes** - Reduction in maintenance cost. Staff estimates a savings 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 esthetics of the system.

### Capital Improvement Sales Tax Fund (45)

**Security Cameras at Parks & Public Works**– Staff anticipates additional utility costs of \$85 per fiscal year. Additional cameras will benefit both citizens and visitors in the community. This will provide a safer environment and protect the City's assets.

**T.B. Hanna Station Parking Improvements** - Staff does not anticipate any additional costs. Concrete parking requires very little maintenance. Additional parking along the street and park will benefit both citizens and visitors in the community by providing safer parking alternative.

**FY17 Stormwater Improvements** - A reduction in maintenance cost is expected. The replacement now extends the useful life of the stormwater system. This will provide a cleaner stormwater environment.

**Detention Pond Rehab/Beautification Partnership** - Staff does not anticipate any additional operating cost. This will improve the quality of urban runoff from roads, parking lots, residential neighborhoods, commercial areas, and industrial sites, and to reduce peak stormwater runoff rates by providing temporary storage during larger storm events while providing an overall attractiveness to the system.

**City Hall Detention Pond** - Staff anticipates additional planting and maintenance costs of \$2,000 per fiscal year. This will improve the quality of urban runoff from roads, parking lots, and commercial areas, and to reduce peak stormwater runoff rates by providing temporary storage during larger storm events while providing an overall attractiveness to the system

**Street Light Installation** - Staff anticipates additional utility costs of \$47 per pole per fiscal year. Additional street lights will benefit both citizens and visitors in the community providing a safer environment.

**Park Maintenance Facility Fencing & Building Apron** - Staff does not anticipate any additional operational cost. Concrete parking/drive and metal fencing require very little maintenance. This will provide a safer cleaner work environment, reduce liability risk, and eliminate unsightly views of neighboring residents and park patrons.

**Railroad Business Car**– Staff anticipates additional maintenance and operating costs of approximately \$10,000 per fiscal year. This railroad car will provide the City an additional event space to be utilized as offsite staff training and rental space.

### Stormwater Sales Tax Fund (46)

**Annual Curb Replacement** - A reduction in maintenance cost is expected. Staff estimates a savings of \$750 per fiscal year. The replacement now significantly extends the useful life of the curbs. This will provide a cleaner stormwater environment.

**Municipal Center BMPs** - Staff anticipates additional planting and maintenance costs of \$2,000 per fiscal year. This will improve the quality of urban runoff from roads, parking lots, and commercial areas, and to reduce peak stormwater runoff rates by providing temporary storage during larger storm events while providing an overall attractiveness to the system.

### Parks Sales Tax Fund (47)

**Memorial Park Improvements** – Staff anticipates an annual increase of \$1,500 in utility costs with the re-installation of lighting removed from the sand volleyball courts during phase I. Pending reasonable cost of installation, solar lighting along the walking trail could be explored, which has the potential to decrease utility costs. This will provide a safer walk friendly environment and an overall attractiveness to the park.

**Memorial Park ADA Access to Ball Fields** – Staff does not anticipate any impact on the operating budget. This will provide a safer all-inclusive environment that can be used by all visitors as well as add an overall attractiveness to the park.

**Ward Park Shelter House** – Staff anticipates additional staffing and maintenance costs of \$355 per fiscal year. This will provide additional gathering space and an overall attractiveness to the park.

**Memorial Park Parking Lot Extension** – Staff anticipates additional routine maintenance costs. This will provide additional parking space and an overall attractiveness to the park.

**Trail Lighting** – Staff anticipates an annual increase of \$1,500 in utility costs with the installation of lighting. Pending reasonable cost of installation, solar lighting along the walking trail could be explored, which has the potential to decrease utility costs. This will provide a safer walk friendly environment and an overall attractiveness to the trail system.

**Concession Stand Internet Connectivity w/ WIFI**– Staff anticipates an annual increase of \$3,000 in utility costs with the installation of internet. This will provide a more efficient way for staff to track sales and inventory at the concession stands as well as offering a better way to monitor weather and offer WIFI connectivity to the patrons.

**Establishment of an Arboretum** – Staff anticipates additional routine maintenance costs. This will provide an education component and an overall attractiveness to the park.

### Parks GO Bond Fund (47.38)

**Hawk Ridge Park Parking & ADA Playground** – Staff anticipates an 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.

**Hawk Ridge Park Amphitheater, Parking & Restrooms** – Staff anticipates 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.

**Hawk Ridge Park Additional Signage** – Staff does not anticipate any additional operational costs, however, installation of the signs improves safety and guidance of the park and trails system.

**Recreation Park Activity Center**– Staff anticipates additional maintenance and operating costs of approximately \$20,000 per fiscal year. This building will provide the parks department an improved new building to house the various camps throughout the year and much needed classroom space. This will also provide an opportunity for additional programming such as basketball, volleyball, etc. The new concept building design will provide a more eco-friendly environment and an overall attractiveness to the city's architecture, as well as make Recreation Park and the City more inviting.

**T.B. Hanna Station Park Improvements**– Staff anticipates 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.

#### Water Connection Fee Fund (52)

**Gore Road Water Main and Meter Station** - Staff anticipates additional routine maintenance and annual flushing of the main of approximately \$500 per fiscal year.

#### Enterprise Capital Maintenance Fund (54)

**Sanitary Inflow and Infiltration Reduction** - A reduction in the flow will result in a decrease in the City's payment for treatment. Staff estimates a savings of \$30,000 in FY17 and each fiscal year following. This maintains an overall systemize approach to maximize our maintenance dollars, as well as provide a clean safe sanitary system.

**Silvertop Sewer Replacement** - A reduction in the flow will result in a decrease in the City's payment for treatment. Staff estimates a savings of \$300 in FY17 and each fiscal year following. This will provide a cleaner safer contained environment of the sanitary system.

**Sensus Meter Reading System** - Staff anticipates a reduction in routine maintenance after installation. The Sensus system will provide improved efficiency of the electronic reading and monitoring of the water and sewer usage.

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

### By Fund

	2016-17	2017-18	2018-19	2019-20	2020-2021
<b>Restricted Revenue Fund (04)</b>					
Establishment of an Arboretum - Tree Board Fund	\$ 10,000				
<b>Building &amp; Equipment Replacement Program (05)</b>					
City Hall Phone System	\$ 45,000				
Public Works Facility Flooring Replacement	\$ 10,000				
Public Works Facility - LED Lighting	\$ 5,000				
City Hall Front Entry Repair	\$ 60,000				
Public Works Interior Painting and Repairs	\$ 30,000				
Municipal Complex - Micro Surface	\$ 16,000				
Municipal Circle Parking Improvements	\$ 35,000				
<b>Park Fee-in-Lieu Fund (27)</b>					
(no projects scheduled)	\$ -				
<b>Transportation Fund (36)</b>					
Annual Curb Replacement Program	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
Annual Street Preservation Program	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000
Annual Sidewalk Program	\$ 117,000	\$ 117,000			
Audible Pedestrian Signals	\$ 30,000				
Municipal Complex - Micro Surface	\$ 24,000				
Municipal Center Sidewalks & Lighting	\$ 114,000				
Cul-de-sac Program	\$ 100,000				
<b>Transportation Fund GO Bond (36-38)</b>					
Kentucky Road Relocation	\$ 590,000				
Foxridge Drive Extension	\$ 700,000				
Johnston Drive - Dean to Darrowby	\$ 350,000				
<b>Excise Tax Fund (37)</b>					
Maintenance of Thoroughfare Routes	\$ 155,000	\$ 125,000	\$ 200,000	\$ 200,000	\$ 200,000
<b>Capital Improvement Fund (45)</b>					
Security Cameras at Parks & Public Works	\$ 35,000				
T.B. Hanna Station Parking Improvements	\$ 68,000				
FY17 Stormwater Improvements	\$ 74,000				
Detention Pond Rehabilitation/Beautification Partnership	\$ 50,000				
City Hall Detention Pond	\$ 80,000				
Street Light Installation	\$ 88,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Park Maintenance Facility Fencing & Building Apron	\$ 50,000				
Railroad Business Car	\$ 301,500				
<b>Stormwater Sales Tax Fund (46)</b>					
Annual Curb Replacement Program	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Municipal Center BMPs	\$ 80,000				
<b>Park Sales Tax Fund (47)</b>					
Memorial Park Improvements	\$ 150,000				
Dog Park				\$ 175,000	
Memorial Park Playground Improvements		\$ 48,000			
Memorial Park ADA Access to Ball Fields	\$ 65,000				
Recreation Park Ballfield Lights			\$ 80,000		
Ward Park Shelter House	\$ 6,500				
Park Maintenance Facility Fencing & Building Apron				\$ 75,000	
Recreation Park Picnic Pavilion		\$ 200,000			
Recreation Park Pedestrian Bridge Replacements		\$ 100,000			
Recreation Park Playground Equipment					\$ 300,000
Recreation Park Pond Rehabilitation			\$ 150,000		
Memorial Park Parking Lot Extension	\$ 37,500				

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

### By Fund

	2016-17	2017-18	2018-19	2019-20	2020-2021
Concession Stand Internet Connectivity w/ WIFI	\$ 18,000				
Trail Lighting	\$ 100,000				
<b>Park Sales Tax Fund - GO Bond (47-38)</b>					
T.B. Hanna Station Parking Improvements		\$ 92,000			
Hawk Ridge Park Parking & ADA Playground	\$ 700,000				
Hawk Ridge Park Amphitheater, Parking & Restrooms	\$ 675,100				
Hawk Ridge Park Additional Signage	\$ 85,000				
Recreation Park Activity Center	\$ 2,843,000				
T.B. Hanna Station Park Improvements	\$ 80,000	\$ 428,000			
<b>Water Connection Fee Fund (52)</b>					
Gore Road Water Main and Meter Station	\$ 120,000				
<b>Sewer Connection Fund (53)</b>					
(no projects scheduled)	\$ -				
<b>Enterprise Cap. Maint Fund (54)</b>					
Sanitary Sewer Inflow and Infiltration Reduction	\$ 120,000	\$ 123,000	\$ 126,075	\$ 129,227	\$ 132,458
Silvertop Sewer Replacement	\$ 60,000				
Sensus Meter Reading System	\$ 150,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
<b>Total Projects by Fiscal Year</b>	<b>\$ 9,727,600</b>	<b>\$ 2,848,000</b>	<b>\$ 2,171,075</b>	<b>\$ 2,194,227</b>	<b>\$ 2,247,458</b>

## Fiscal Impact of Capital Expenditures on the Operating Budget and Existing Services

### By Fund

<b>General Fund</b>	\$ (2,393)	\$ 15,357	\$ 15,357	\$ 15,357	\$ 15,357
<b>Park Fund</b>	\$ 13,405	\$ 32,605	\$ 35,015	\$ 41,375	\$ 41,375
<b>Enterprise Fund</b>	\$ (30,300)	\$ (30,300)	\$ (30,300)	\$ (29,800)	\$ (29,800)
<b>Total Impact</b>	<b>\$ (19,288)</b>	<b>\$ 17,662</b>	<b>\$ 20,072</b>	<b>\$ 26,932</b>	<b>\$ 26,932</b>

## BUILDING & EQUIPMENT REPLACEMENT PROGRAM (BERP) FUND (05)

The City establishes a schedule for the replacement and repair of building 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 pre-requisite 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 Expended	Carryover	2017 Budget	Total Available
Public Works Facility Flooring Replacement	\$0	\$0	\$0	\$10,000	\$10,000
Public Works Facility - LED Lighting	\$0	\$0	\$0	\$5,000	\$5,000
City Hall Phone System	\$0	\$0	\$0	\$45,000	\$45,000
City Hall Front Entry Repair	\$0	\$0	\$0	\$60,000	\$60,000
Public Works Interior Painting & Repairs	\$0	\$0	\$0	\$30,000	\$30,000
Municipal Complex - Micro Surface	\$0	\$0	\$0	\$16,000	\$16,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$166,000</b>	<b>\$166,000</b>

<b>B.E.R.P. (05)</b>	2013-14	2014-15	2015-16	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
<b>Building &amp; Equipment Replacement Program</b>	Actual	Actual	Budget	Projected	Adopted	Projected	Projected	Projected	Projected
<b>Fund Balance</b>									
<b>Beginning of Year</b>	1,093,064	1,201,903	1,389,609	1,361,190	1,525,156	1,461,443	1,565,097	1,669,010	1,773,182
<b>Revenue</b>									
Transfer In - from Restricted Revenue Fund									
Transfer In - from General Fund			40,000	40,000					
Transfer In - from Capital Improvement Fund	300,000	300,000	300,000	300,000	100,000	100,000	100,000	100,000	100,000
Interest Revenue	2,312	7,635	2,084	6,861	2,288	3,654	3,913	4,173	4,433
<b>Total Revenue</b>	<b>302,312</b>	<b>307,635</b>	<b>342,084</b>	<b>346,861</b>	<b>102,288</b>	<b>103,654</b>	<b>103,913</b>	<b>104,173</b>	<b>104,433</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,395,376</b>	<b>1,509,538</b>	<b>1,731,693</b>	<b>1,708,051</b>	<b>1,627,443</b>	<b>1,565,097</b>	<b>1,669,010</b>	<b>1,773,182</b>	<b>1,877,615</b>
<b>Expenditures</b>									
Misc									
<b>Capital Outlay</b>									
Park House - Back Door repair - complete	1,725								
Park Maintenance Facility - AC repair - complete	360								
City Hall Council Chambers - HVAC noise reduction - complete	5,285								
City Hall Council Chambers - Audio Equipment Upgrade	121	16,503							
City Hall Fire Alarm System Upgrade - complete	5,953								
Park Maintenance Facility - HVAC Modifications - complete		7,000	4,000	3,155					
Phone System at Public Works Facility			15,000	15,000					
Public Works Facility Flooring Replacement					10,000				
Public Works Facility - LED Lighting					5,000				
<b>Capital Projects (Budgeted / reconciled)</b>									
City Hall Carpeting - complete	73,726								
City Hall Lobby Flooring Modifications - complete	11,650	(7,461)							
City Hall and Municipal Circle Light Pole Replacement - complete	60,000	4,360							
City Hall Acoustical Panels - complete	28,153	1,476							
City Hall Tower Stabilization - complete	6,500	75,000		(41,817)					
Fiber Optic Cable Installation - Parks Maintenance Facility - complete		10,328							
City Hall South PD Entrance Modification - complete		25,372							
City Hall Voice Mail System - complete		15,770							
City Hall Council Chambers Meeting Video Quality			65,000	65,000					
Public Works Facility Roof Repair			35,500	35,000					
City Hall Lower Level Fire Suppression Modification			45,000	45,000					
City Hall Phone System					45,000				
Speakers & Microphones Floor Connection			40,000	39,557					
City Hall Front Entry Repair					60,000				
Public Works Interior Painting and Repairs					30,000				
Municipal Complex - Micro Surface					16,000				
City Hall Lighting and Landscaping			22,000	22,000					
<b>Total Expenditures</b>	<b>193,473</b>	<b>148,348</b>	<b>226,500</b>	<b>182,896</b>	<b>166,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Available Fund Balance</b>	<b>1,201,903</b>	<b>1,361,190</b>	<b>1,505,193</b>	<b>1,525,156</b>	<b>1,461,443</b>	<b>1,565,097</b>	<b>1,669,010</b>	<b>1,773,182</b>	<b>1,877,615</b>

**Note - FY 2013 marks the establishment of this capital fund.**

The City invested funding, time and effort in creating a building and equipment replacement program using an outside software to create this fund. During FY 2015 staff began an internal review and update of the software. It is Staff intent to complete this process during the 2016 budget year and to implement the annual recommended replacement within the outgoing years for the FY 2017 budget document.

# Transfer from General Fund

<p><b>General Ledger Codes:</b>  05-00-4901-0000</p>	<p><b>Legal Authority:</b>  Municipal Code: n/a State Statute: n/a</p>
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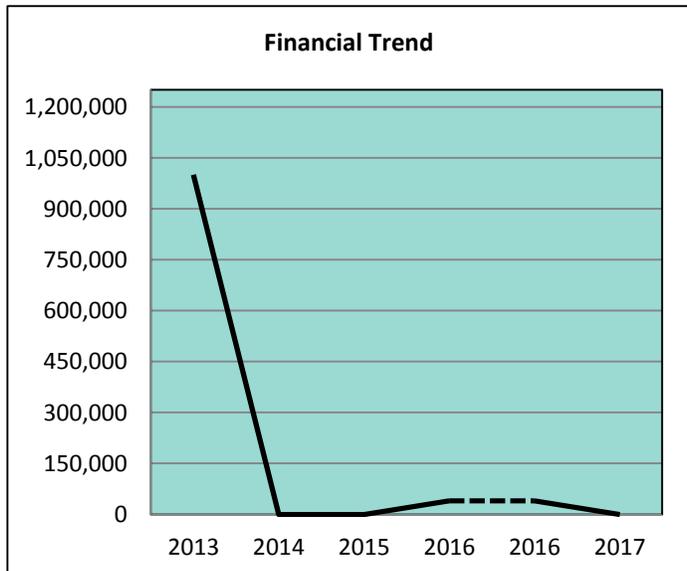
## Revenue Description and Projection Rationale

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

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	NA
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	0	NA
2011 Actual	0	NA
2012 Actual	0	N/A
2013 Actual	1,000,000	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Budget	40,000	N/A
2016 Projected	40,000	0.00%
2017 Estimated	0	N/A



# Transfer from Capital Improvement Sales Tax Fund

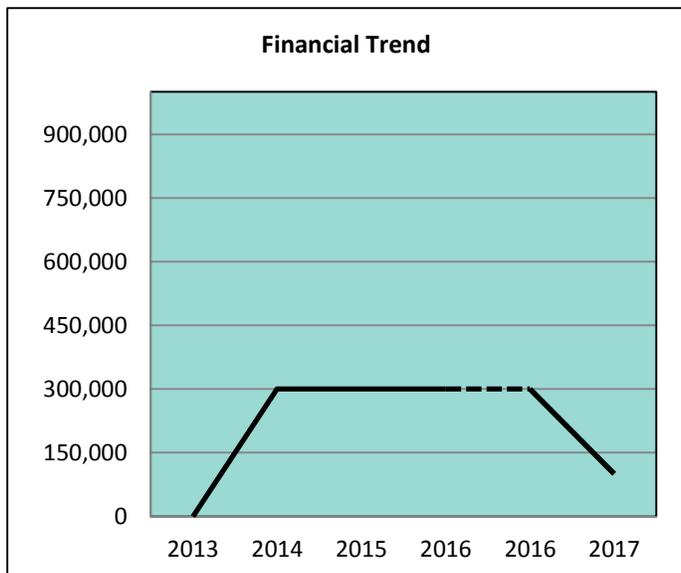
<p><b>General Ledger Codes:</b></p> <p><b>05-00-4945-0000</b></p>	<p><b>Legal Authority:</b></p> <p><b>Municipal Code: n/a</b> <b>State Statute: n/a</b></p>
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## Revenue Description and Projection Rationale

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.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	NA
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	0	NA
2011 Actual	0	NA
2012 Actual	0	N/A
2013 Actual	0	N/A
2014 Actual	300,000	N/A
2015 Actual	300,000	0.00%
2016 Budget	300,000	0.00%
2016 Projected	300,000	0.00%
2017 Estimated	100,000	-66.67%



## PARK FEE IN LIEU FUND (27)

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 Expended	Carryover	2017 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)**

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-18 Projected	2018-19 Projected	2019-20 Projected	2020-21 Projected
<b>Fund Balance</b>									
<b>Beginning of Year</b>	<b>78,495</b>	<b>89,011</b>	<b>107,558</b>	<b>109,413</b>	<b>4,350</b>	<b>21,238</b>	<b>38,378</b>	<b>56,052</b>	<b>74,344</b>
<b>Revenue</b>									
Fees & Permits									
<i>Park Fee in Lieu</i>	10,315	19,843	16,013	14,762	16,855	16,981	17,194	17,452	17,888
Interest	201	559	269	1,013	33	159	480	841	1,859
Transfers In			0		0	0	0	0	0
<b>Total Revenue</b>	<b>10,516</b>	<b>20,402</b>	<b>16,282</b>	<b>15,775</b>	<b>16,888</b>	<b>17,141</b>	<b>17,673</b>	<b>18,292</b>	<b>19,746</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>89,011</b>	<b>109,413</b>	<b>123,840</b>	<b>125,188</b>	<b>21,238</b>	<b>38,378</b>	<b>56,052</b>	<b>74,344</b>	<b>94,091</b>
<b>Expenditures</b>									
Debt Service									
Misc									
Park Sales Tax Fund (47)									
Park Land Purchase			65,000	60,456					
Park Land Purchase			60,382	60,382					
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>125,382</b>	<b>120,838</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Gross)</b>	<b>89,011</b>	<b>109,413</b>	<b>-1,542</b>	<b>4,350</b>	<b>21,238</b>	<b>38,378</b>	<b>56,052</b>	<b>74,344</b>	<b>94,091</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>89,011</b>	<b>109,413</b>	<b>(1,542)</b>	<b>4,350</b>	<b>21,238</b>	<b>38,378</b>	<b>56,052</b>	<b>74,344</b>	<b>94,091</b>

# Park Fee in Lieu

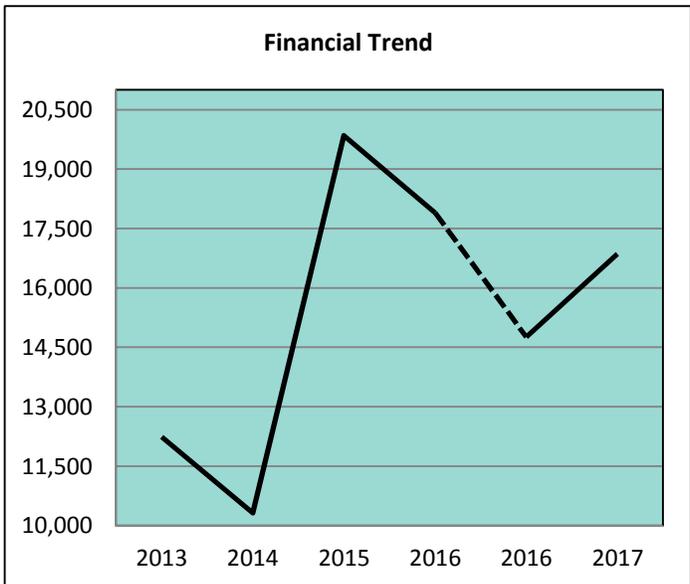
<b>General Ledger Codes:</b>  <b>27-00-4705-0000</b>	<b>Legal Authority:</b>  <b>Municipal code: Section 445.040</b>
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## Revenue Description and Projection Rationale

**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.

FY17 revenues are conservatively based on the average fee assessed using 100 new homes.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	56,695	-45.87%
2008 Actual	17,001	-70.01%
2009 Actual	10,278	-39.54%
2010 Actual	7,379	-28.21%
2011 Actual	7,458	1.08%
2012 Actual	10,235	37.23%
2013 Actual	12,235	19.54%
2014 Actual	10,315	-15.69%
2015 Actual	19,843	92.36%
2016 Budget	17,892	-9.83%
2016 Projected	14,762	-17.49%
2017 Estimated	16,855	14.18%





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## TRANSPORTATION FUND (36)

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 (45) has as its primary source of revenue a sales tax of one-half percent (.5%).
2. Intergovernmental Taxes are also received from Cass County Missouri:
  - a. A quarter-cent sales tax is collected by the county then one-third of the collections are distributed to the municipalities.
  - b. A Cass County Road and Bridge Property Tax is assessed to the residents of Cass County Missouri then distributed to the municipalities.

### FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expended	Carryover	2017 Budget	Total Available
2017 Annual Curb Replacement Program	\$0	\$0	\$0	\$400,000	\$400,000
2017 Annual Street Preservation Program	\$0	\$0	\$0	\$800,000	\$800,000
2017 Annual Sidewalk Program	\$0	\$0	\$0	\$117,000	\$117,000
Audible Pedestrian Signals	\$0	\$0	\$0	\$30,000	\$30,000
Municipal Complex - Micro Surface	\$0	\$0	\$0	\$24,000	\$24,000
Municipal Center Sidewalks & Lighting	\$0	\$0	\$0	\$114,000	\$114,000
Municipal Circle Parking Improvements	\$0	\$0	\$0	\$35,000	\$35,000
Cul-de-sac Program	\$0	\$0	\$0	\$100,000	\$100,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,620,000</b>	<b>\$1,620,000</b>

### OTHER EXPENDITURES

1. **General Fund Transfer:** A transfer is made annually to the General Fund to offset costs incurred by the Street Department. \$320,000
2. **Transfer to Excise Tax Fund:** When the City excise tax was instituted, it was understood that the City at large should contribute to the cost of projects paid for with excise tax funds. The amount the City should pay should be in rough

proportions (25%, 50%, 75%) to the amount of use the pre-existing City will contribute to the new facility as to what new growth will contribute.

The City's next anticipated major excise tax project is to construct 163<sup>rd</sup> 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

**Transportation (36)**

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-18 Projected	2018-19 Projected	2019-20 Projected	2020-21 Projected
<b>Fund Balance</b>									
Beginning of Year	224,459	929,810	587,754	734,126	757,307	504,837	579,589	675,791	760,835
<b>Revenue</b>									
Taxes									
<i>Transportation Sales Tax</i>	1,135,147	1,161,503	1,250,234	1,256,417	1,271,935	1,275,496	1,279,067	1,282,649	1,286,240
<i>Cass R&amp;B Sales Tax</i>	176,832	149,279	188,415	198,259	198,259	199,746	202,243	205,276	210,408
<i>Cass R&amp;B Property Tax</i>	146,045	188,415	149,279	152,615	152,615	153,760	155,682	158,017	161,967
Interest	958	4,135	3,411	7,675	5,756	3,786	7,245	10,137	19,021
Miscellaneous revenue - Escrow refund	83,581								
Transfers In		150,000	568,000	568,000	150,000	150,000	33,000		
<b>Total Revenue</b>	<b>1,542,563</b>	<b>1,653,332</b>	<b>2,159,339</b>	<b>2,182,966</b>	<b>1,778,565</b>	<b>1,782,788</b>	<b>1,677,237</b>	<b>1,656,079</b>	<b>1,677,637</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,767,022</b>	<b>2,583,142</b>	<b>2,747,093</b>	<b>2,917,092</b>	<b>2,535,872</b>	<b>2,287,624</b>	<b>2,256,826</b>	<b>2,331,870</b>	<b>2,438,471</b>
<b>Expenditures</b>									
General Fund Transfer	320,000	320,000	320,000	320,000	320,000	300,000	290,000	280,000	270,000
Excise Tax Transfer - 163rd St. future project	91,035	91,035	91,035	91,035	91,035	91,035	91,035	91,035	91,035
<b>Capital Projects (Budgeted / reconciled)</b>									
Annual Curb Replacement	317,582	429,260	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Street Preservation	412,562	925,772	800,000	800,000	800,000	800,000	800,000	800,000	800,000
Sidewalk Program	80,397	85,106	117,000	129,852	117,000	117,000			
Lucy Webb Road Resurface - complete									
Sunrise Drive Joint Repair - complete									
S. Madison Turf Restoration - complete									
Maintenance of Thoroughfare Routes - complete	(4,568)								
Original Town Lighting - Phase II - complete									
Pavement Management System Reconstruction St.- complete	(343,131)								
Foxridge Dr. Sidewalk - complete	(29,475)								
Hubach Hill Road Sidewalk - complete	(8,051)								
Secondary Sidewalk Gaps - complete	(29,138)								
Hwy 58 Entrance Modifications - complete	15,000	(4,213)							
Ward Rd Sidewalk - Chateau Place to Sierra Dr. - complete	15,000	2,056		898					
Sunset Lane - Bristol to Dutchman Acres			350,000	350,000					
Sidewalks -Johnston Dr., Foxridge Dr.			43,000	43,000					
Stonegate Elementary Sidewalk			25,000	25,000					
Audible Pedestrian Signals					30,000				
Municipal Complex - Micro Surface					24,000				
Municipal Center Sidewalks & Lighting					114,000				
Municipal Circle Parking Improvements					35,000				
Cul-de-sac program					100,000				
<b>Total Expenditures</b>	<b>837,212</b>	<b>1,849,016</b>	<b>2,146,035</b>	<b>2,159,785</b>	<b>2,031,035</b>	<b>1,708,035</b>	<b>1,581,035</b>	<b>1,571,035</b>	<b>1,561,035</b>
<b>Fund Balance (Gross)</b>	<b>929,810</b>	<b>734,126</b>	<b>601,058</b>	<b>757,307</b>	<b>504,837</b>	<b>579,589</b>	<b>675,791</b>	<b>760,835</b>	<b>877,436</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>929,810</b>	<b>734,126</b>	<b>601,058</b>	<b>757,307</b>	<b>504,837</b>	<b>579,589</b>	<b>675,791</b>	<b>760,835</b>	<b>877,436</b>

# Transportation Sales Tax

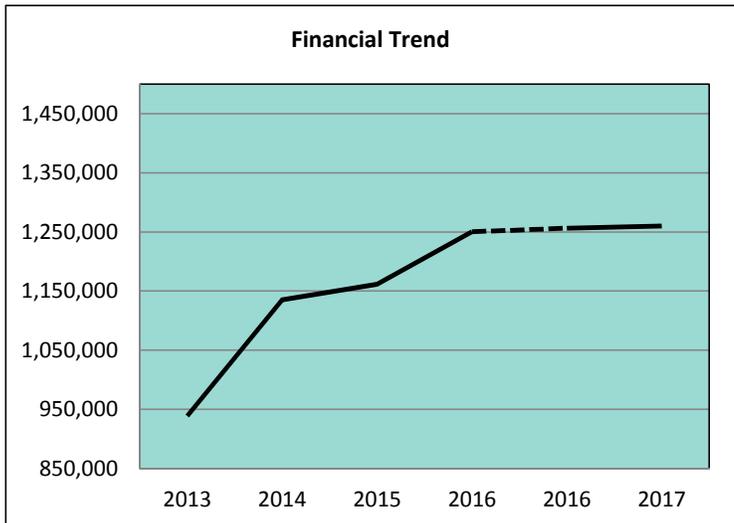
<p><b>General Ledger Codes:</b></p> <p style="text-align: center;"><b>36-00-4130-0000</b></p>	<p style="text-align: center;"><b><u>Legal Authority:</u></b></p> <p style="text-align: center;"><b>Municipal Code: Sections 145.010; 145.020</b>  <b>State Statute: 94.500-94.550; 94.700</b>  <b>State Statute: 94.700-94.755 RSMo</b>  <b>Article IV of the Constitution of the State of MO Section 30 (b)</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 for any jurisdiction that has 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. City sales tax projected for 2016 is based on current receipts and the historical two-year average.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	794,522	3.40%
2008 Actual	893,019	12.40%
2009 Actual	890,089	-0.33%
2010 Actual	883,919	-0.69%
2011 Actual	919,712	4.05%
2012 Actual	909,432	-1.12%
2013 Actual	938,839	3.23%
2014 Actual	1,135,147	20.91%
2015 Actual	1,161,503	2.32%
2016 Budget	1,250,234	7.64%
2016 Projected	1,256,417	0.49%
2017 Estimated	1,259,935	0.28%



# Cass County 1/4 Cent R&B Sales Tax

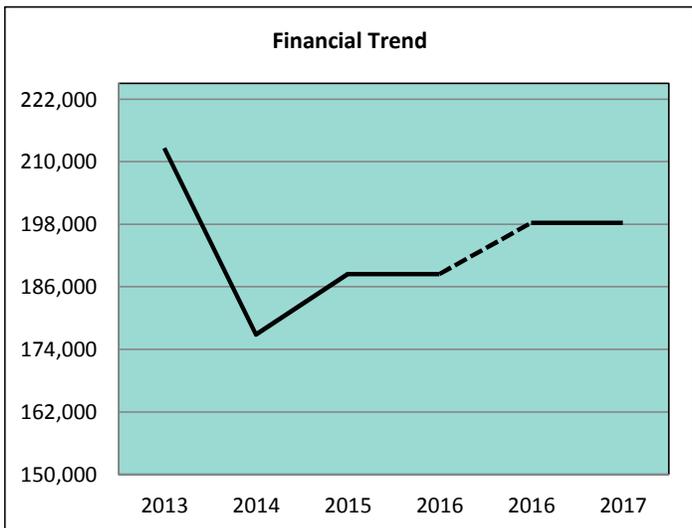
<p><b>General Ledger Codes:</b></p> <p style="text-align: center;"><b>36-00-4475-0000</b></p>	<p><b><u>Legal Authority:</u></b></p> <p><b>Municipal Code: n/a</b> <b>State Statute: n/a</b></p>
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## Revenue Description

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
2007 Actual	0	NA
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	0	NA
2011 Actual	0	NA
2012 Actual	43,000	NA
2013 Actual	212,598	394.41%
2014 Actual	176,832	-16.82%
2015 Actual	188,415	6.55%
2016 Budget	188,415	0.00%
2016 Projected	198,259	5.22%
2017 Estimated	198,259	0.00%



# Cass County Road and Bridge Property Tax

<b>General Ledger Codes:</b> <b>36-00-4145-0000</b>	<b>Legal Authority:</b>  <b>Municipal Code: n/a</b> <b>State Statute: 137.556</b>
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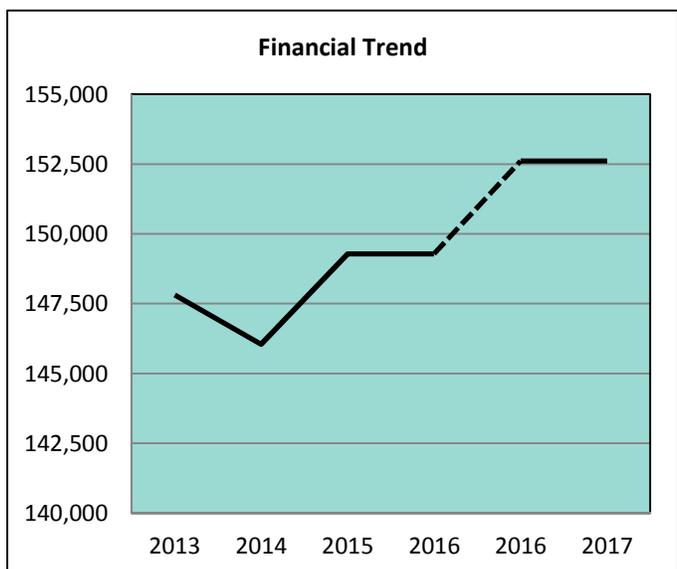
## Revenue Description and Projection Rationale

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 2017 estimate is based on the FY 2016 projected amount.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	124,745	43.50%
2008 Actual	139,385	11.74%
2009 Actual	149,742	7.43%
2010 Actual	152,951	2.14%
2011 Actual	157,077	2.70%
2012 Actual	158,414	0.85%
2013 Actual	147,808	-6.70%
2014 Actual	146,045	-1.19%
2015 Actual	149,279	2.21%
2016 Budget	149,279	0.00%
2016 Projected	152,615	2.23%
2017 Estimated	152,615	0.00%



# Transfer from General Fund

<b>General Ledger Codes:</b>  <b>36-00-4901-0000</b>	<b>Legal Authority:</b>  <b>Municipal Code: n/a</b> <b>State Statute: n/a</b>
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## Revenue Description and Projection Rationale

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

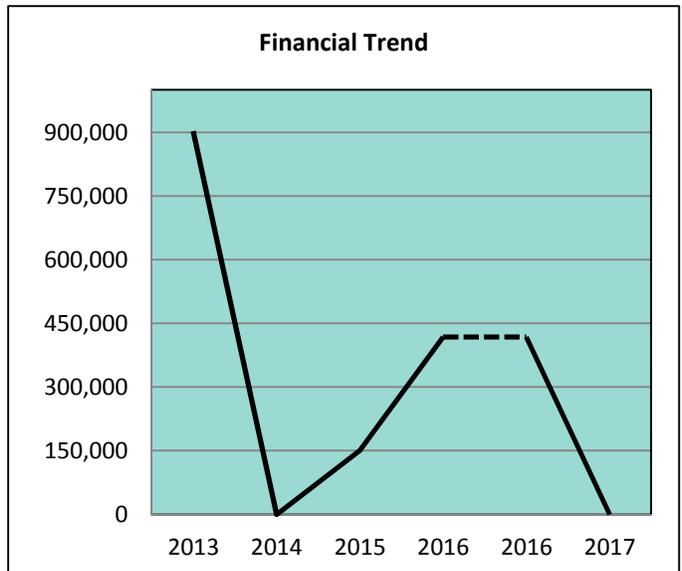
**FY2013**  
 \$903,113 Pavement Management System Reconstruction Streets

**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

FY2017 has no planned transfer.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	500,000	NA
2008 Actual	0	-100.00%
2009 Actual	218,792	NA
2010 Actual	400,000	82.82%
2011 Actual	560,000	40.00%
2012 Actual	335,722	-40.05%
2013 Actual	903,113	169.01%
2014 Actual	0	N/A
2015 Actual	150,000	N/A
2016 Budget	418,000	178.67%
2016 Projected	418,000	0.00%
2017 Estimated	0	N/A



# Transfer from Restricted Revenue Fund

<b>General Ledger Codes:</b>  <b>36-00-4904-0000</b>	<b>Legal Authority:</b>  <b>Municipal Code: n/a</b> <b>State Statute: n/a</b>
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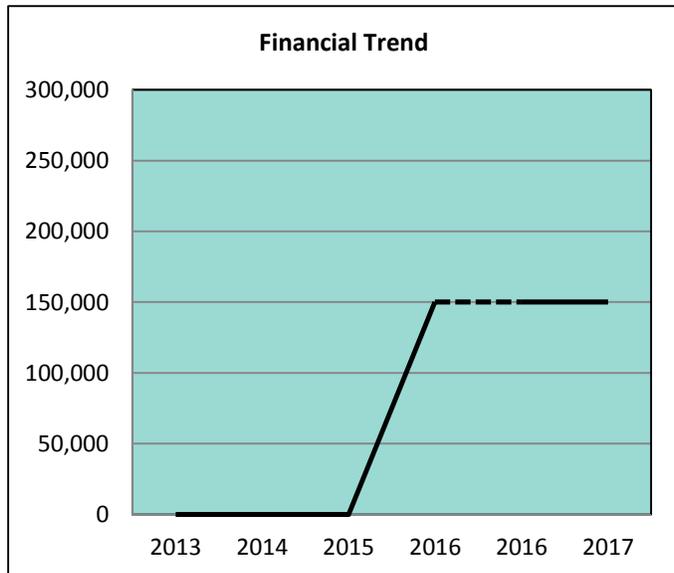
## Revenue Description and Projection Rationale

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

**FY2016**  
 \$150,000 Pavement Management

**FY2017**  
 \$150,000 Pavement Management

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	NA
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	0	NA
2011 Actual	0	NA
2012 Actual	0	NA
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Budget	150,000	N/A
2016 Projected	150,000	0.00%
2017 Estimated	150,000	0.00%



## TRANSPORTATION GO BOND FUND (36.38)

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 with the City including, without limitation, improving and overlaying 58 Highway from Dean Avenue to Kurzweil Road.

### FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expended	Carryover	2017 Budget	Total Available
58 Highway Rehabilitation	\$1,400,000	\$1,400,000	\$0	\$0	\$0
Foxridge Drive Extension	\$0	\$0	\$0	\$700,000	\$700,000
Kentucky Road Relocation	\$50,000	\$50,000	\$0	\$590,000	\$590,000
Johnston Drive – Dean to Darrowby	\$0	\$0	\$0	\$350,000	\$350,000
<b>Total</b>	<b>\$1,450,000</b>	<b>\$1,450,000</b>	<b>\$0</b>	<b>\$1,640,000</b>	<b>\$1,640,000</b>

**Transportation GO Bond Funds (36.38)**

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-18 Projected	2018-19 Projected	2019-20 Projected	2020-21 Projected
<b>Fund Balance</b>									
Beginning of Year	-	-	-	-	760,000	210,000	210,000	210,000	210,000
<b>Revenue</b>									
2016 Bond Proceeds			2,210,000	2,210,000					
2017 Bond Proceeds - estimated Interest					1,090,000				
<b>Total Revenue</b>	-	-	2,210,000	2,210,000	1,090,000	-	-	-	-
<b>Total Fund Bal &amp; Revenues</b>	-	-	2,210,000	2,210,000	1,850,000	210,000	210,000	210,000	210,000
<b>Expenditures</b>									
Debt Service									
Misc.									
<b>Capital Projects (Budgeted / reconciled)</b>									
58 Highway Rehabilitation			1,400,000	1,400,000					
Foxridge Drive Extension					700,000				
Kentucky Road Relocation			50,000	50,000	590,000				
Johnston Drive - Dean to Darrowby					350,000				
<b>Total Expenditures</b>	-	-	1,450,000	1,450,000	1,640,000	-	-	-	-
<b>Fund Balance (Gross)</b>	0	0	760,000	760,000	210,000	210,000	210,000	210,000	210,000
<i>Less: Restricted Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	-	-	760,000	760,000	210,000	210,000	210,000	210,000	210,000

## EXCISE TAX FUND (37)

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 \$185,739 projected in FY2017 from single-family housing starts is based upon 100 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 163<sup>rd</sup> Street between Foxridge Drive and Kentucky Road at a projected cost of \$4,265,400. It is intended that the Transportation Fund contribute 25% of the projected costs.

### FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expended	Carryover	2017 Budget	Total Available
Maintenance of Thoroughfare Routes	\$0	\$0	\$0	\$155,000	\$155,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$155,000</b>	<b>\$155,000</b>

**Excise Tax (37)**

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-18 Projected	2018-19 Projected	2019-20 Projected	2020-21 Projected
<b>Fund Balance</b>									
<b>Beginning of Year</b>	<b>623,791</b>	<b>908,192</b>	<b>1,039,958</b>	<b>1,084,802</b>	<b>1,168,819</b>	<b>1,293,515</b>	<b>1,402,407</b>	<b>1,451,988</b>	<b>1,506,167</b>
<b>Revenue</b>									
Fees & Permits									
<i>Commercial</i>	-	41,007	0	0	0	0	0	0	0
<i>Single Family</i>	205,661	169,003	176,452	228,574	185,739	139,623	141,016	141,364	142,757
<i>Multi-Family</i>	7,862	87,389	0	21,236	0	-	-	-	-
Interest	1,647	5,175	3,041	9,825	2,922	3,234	17,530	21,780	37,654
Transfer In Transportation Fund - 163rd St.	91,035	91,036	91,035	91,035	91,035	91,035	91,035	91,035	91,035
<b>Total Revenue</b>	<b>306,205</b>	<b>393,610</b>	<b>270,528</b>	<b>350,670</b>	<b>279,696</b>	<b>233,892</b>	<b>249,581</b>	<b>254,179</b>	<b>271,446</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>929,996</b>	<b>1,301,802</b>	<b>1,310,486</b>	<b>1,435,472</b>	<b>1,448,515</b>	<b>1,527,407</b>	<b>1,651,988</b>	<b>1,706,167</b>	<b>1,777,613</b>
<b>Expenditures</b>									
<b>Capital Projects (Budgeted / reconciled)</b>									
Dean Avenue/Lucy Webb Rd Intersection Improvement	21,804								
Maintenance of Thoroughfare Routes		217,000	294,514	266,653	155,000	125,000	200,000	200,000	200,000
							-	-	-
<b>Total Expenditures</b>	<b>21,804</b>	<b>217,000</b>	<b>294,514</b>	<b>266,653</b>	<b>155,000</b>	<b>125,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
<b>Fund Balance (Gross)</b>	<b>908,192</b>	<b>1,084,802</b>	<b>1,015,972</b>	<b>1,168,819</b>	<b>1,293,515</b>	<b>1,402,407</b>	<b>1,451,988</b>	<b>1,506,167</b>	<b>1,577,613</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>908,192</b>	<b>1,084,802</b>	<b>1,015,972</b>	<b>1,168,819</b>	<b>1,293,515</b>	<b>1,402,407</b>	<b>1,451,988</b>	<b>1,506,167</b>	<b>1,577,613</b>

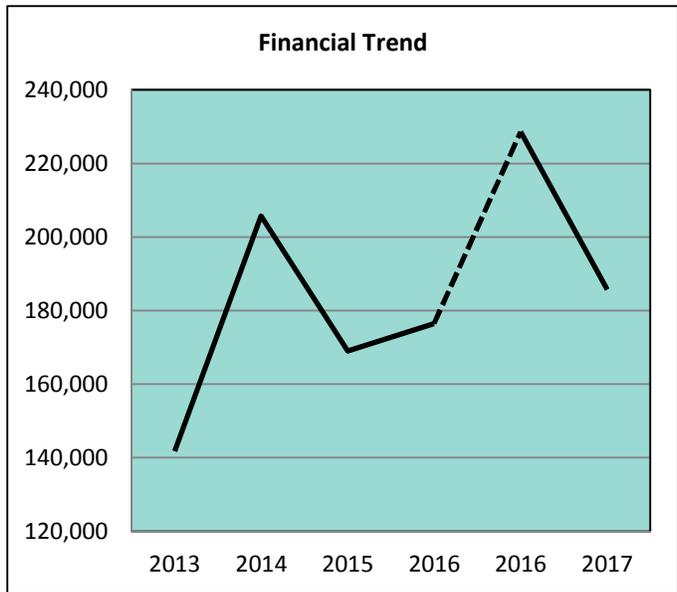
# Excise Tax

<p><b>General Ledger Code:</b></p> <p style="text-align: center;"><b>37-00-4152-0000</b></p>	<p><b>Legal Authority:</b></p> <p><b>Municipal Code:</b></p> <p><b>State Statute:</b></p>
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## Revenue Description and Projection Rationale

The Excise Tax was established to help pay for the City's costs in dealing with new development that generates new and additional traffic. This revenue is used for improvement of streets and related improvements throughout the City, including but not limited to the design, construction, reconstruction, maintenance, and improvements to streets, roads and bridges and acquisition of all necessary rights-of-way. The tax is imposed on the basis of the additional vehicle trips generated by any development activity during the afternoon time period (P.M. peak hour) when traffic volume on the adjacent street is highest. The license tax is calculated by multiplying the "trip generation rate" by the "license tax rate". Revenues are projected based on the permitting of 100 new homes.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	271,080	NA
2008 Actual	117,340	-56.71%
2009 Actual	59,979	-48.88%
2010 Actual	100,448	67.47%
2011 Actual	84,026	-16.35%
2012 Actual	104,043	23.82%
2013 Actual	141,787	36.28%
2014 Actual	205,661	45.05%
2015 Actual	169,003	-17.82%
2016 Budget	176,452	4.41%
2016 Projected	228,574	29.54%
2017 Estimated	185,739	-18.74%



# Transfer in From Transportation Fund

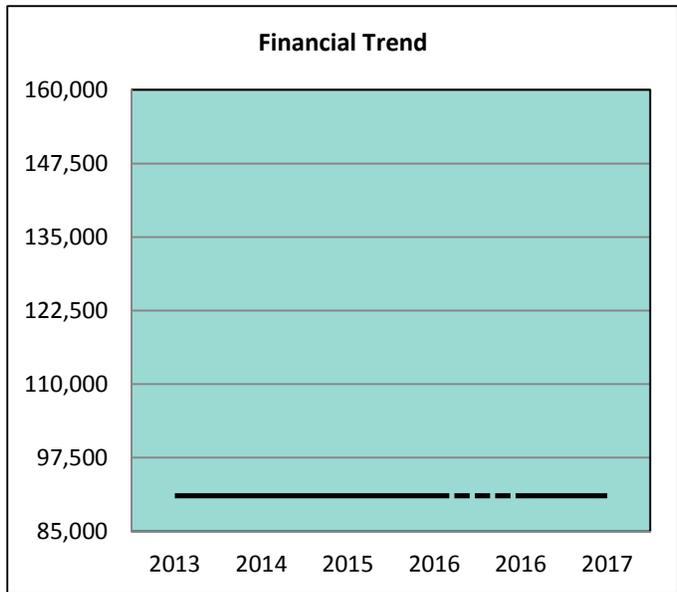
<b>General Ledger Codes:</b>	<b>Legal Authority:</b>
37-00-4936-0000	Municipal Ordinance: n/a State Statute: n/a

## Revenue Description and Projection Rationale

**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
2007 Actual	150,000	NA
2008 Actual	150,000	0.00%
2009 Actual	150,000	0.00%
2010 Actual	156,000	4.00%
2011 Actual	91,035	-41.64%
2012 Actual	91,035	0.00%
2013 Actual	91,035	0.00%
2014 Actual	91,035	0.00%
2015 Actual	91,035	0.00%
2016 Budget	91,035	0.00%
2016 Projected	91,035	0.00%
2017 Estimated	91,035	0.00%



## CAPITAL IMPROVEMENT FUND (45)

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.

### FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expended	Carryover	2017 Budget	Total Available
Security Cameras at Parks & Public Works	\$0	\$0	\$0	\$35,000	\$35,000
T.B. Hanna Station Parking Improvements	\$0	\$0	\$0	\$68,000	\$68,000
FY17 Stormwater Improvements	\$0	\$0	\$0	\$74,000	\$74,000
Detention Pond Rehabilitation/Beautification Partnership	\$0	\$0	\$0	\$50,000	\$50,000
City Hall Detention Pond	\$0	\$0	\$0	\$80,000	\$80,000
Street Light Installation	\$0	\$0	\$0	\$88,000	\$88,000
Park Maintenance Facility Fencing & Building Apron	\$0	\$0	\$0	\$50,000	\$50,000
Railroad Business Car	\$0	\$0	\$0	\$301,500	\$301,500
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$746,500</b>	<b>\$746,500</b>

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.

**Capital Improvement Fund (45)**

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-18 Projected	2018-19 Projected	2019-20 Projected	2020-21 Projected
<b>Fund Balance</b>									
Beginning of Year	958,441	568,680	313,614	6,163	135,568	4,462	171,194	231,851	275,090
<b>Revenue</b>									
Taxes									
1/2 cent Capital Improvement	1,135,148	1,161,505	1,250,234	1,256,417	1,271,935	1,275,496	1,279,067	1,282,649	1,286,240
Refunds & Reimbursements									
FVS - Mott & 58 Signal	26,437	24,930	39,000	31,416	32,000	25,000	25,000	25,000	25,000
Resident Contribution- Willow Hills NID	2,658	3,105	2,800	2,863	2,800	2,800			
Reimbursement of undeveloped lots		38,868	38,400	20,000					
Interest	2,874	4,825	784	5,889	339	11	2,140	3,478	6,877
Transfer from General Fund			536,752	536,752	301,500				
Transfer from the Restricted Fund			1,541,230	1,541,230	24,671				
<b>Total Revenue</b>	<b>1,167,117</b>	<b>1,233,233</b>	<b>3,409,200</b>	<b>3,394,567</b>	<b>1,633,244</b>	<b>1,303,307</b>	<b>1,306,207</b>	<b>1,311,126</b>	<b>1,318,117</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>2,125,558</b>	<b>1,801,913</b>	<b>3,722,814</b>	<b>3,400,730</b>	<b>1,768,812</b>	<b>1,307,769</b>	<b>1,477,401</b>	<b>1,542,978</b>	<b>1,593,208</b>
<b>Expenditures</b>									
D.S. - 1998 Special Ob. Bond	343,753	349,462	344,161	318,167	515,750	544,750	543,125	546,188	548,875
Hubach Hill TDD D.S. (2009)	396,600	395,910	396,600	396,600	401,600	476,325	586,925	606,200	628,825
Misc - Debt service fees			500	500	500	500	500	500	500
Transfer Out to General Fund				6,000					
Transfer to BERP	300,000	300,000	300,000	300,000	100,000	100,000	100,000	100,000	100,000
Transfer to the Restricted Revenue Fund		200,000							
<b>Capital Projects (Budgeted / reconciled)</b>									
Activity Center - (transferred to RRF 04)		(200,000)							
Police Firing Range	100,000			(6,000)					
Park Maintenance Facility Fencing & Building Apron					50,000				
City Hall West Side Remodeling - completed	28,305								
City Hall Video Security System Upgrade - completed	30,000	(1,162)							
City Hall Paging System Upgrade - completed	8,221								
Farmers Market Park Development Phase I-a & I-b - completed	150,000	183,929							
Roadside Trail Rehabilitation - completed	200,000			(32,206)					
Olive Street Sidewalk - completed		103,762		(32,817)					
Undeveloped Lots - Sidewalk Program		113,672	38,400	33,495					
Roundabout Feature		10,628							
Ryan's Access Modification		60,000		(5,619)					
Decorative Light Installation - Elm Street			14,000	14,000					
Municipal Circle Center			1,815,250	1,815,250					
Municipal Circle Land Purchase Lots 4 & 5		194,548							
Depot Enhancement Package		85,000							
Initial Pre-design MAC gym			262,752	262,750					
Demolition of 201 S Adams			30,000	27,473					
Public Works Facility - LED Fixtures - complete			12,950	12,950					
Security Cameras at Parks & Public Works					35,000				
T.B. Hanna Station Parking Improvements					68,000				
FY17 Stormwater Improvements					74,000				
Detention Pond Rehabilitation/Beautification Partnership					50,000				
City Hall Detention Pond					80,000				
Street Light Installation					88,000	15,000	15,000	15,000	15,000
Foxwood Water Tower Painting and Repair			150,000	150,000					
Park Land Purchase			4,618	4,618					
Railroad Business Car					301,500				
<b>Total Expenditures</b>	<b>1,556,879</b>	<b>1,795,750</b>	<b>3,369,231</b>	<b>3,265,162</b>	<b>1,764,350</b>	<b>1,136,575</b>	<b>1,245,550</b>	<b>1,267,888</b>	<b>1,293,200</b>
<b>Fund Balance (Gross)</b>	<b>568,680</b>	<b>6,163</b>	<b>353,583</b>	<b>135,568</b>	<b>4,462</b>	<b>171,194</b>	<b>231,851</b>	<b>275,090</b>	<b>300,008</b>
<i>Less: Reserve Balance ( )</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>568,680</b>	<b>6,163</b>	<b>353,583</b>	<b>135,568</b>	<b>4,462</b>	<b>171,194</b>	<b>231,851</b>	<b>275,090</b>	<b>300,008</b>

# Capital Improvements Sales Tax

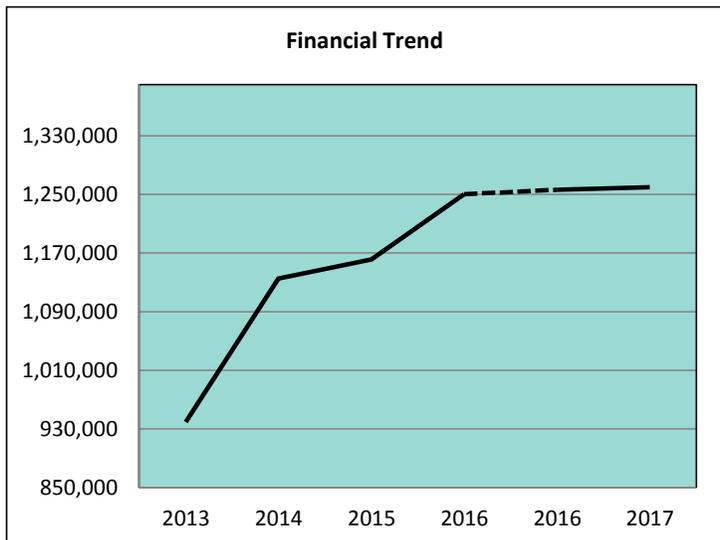
<b>General Ledger Code:</b> <b>45-00-4125-0000</b>	<b>Legal Authority:</b> <b>Municipal Code: Section 145.030</b> <b>State Statute: 94.575-94.577 RSMo</b>
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## Revenue Description and Projection Rationale

**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 for any jurisdiction that has 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. City sales tax projected for 2016 is based on current receipts and the historical two-year average.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	794,530	10.94%
2008 Actual	893,018	12.40%
2009 Actual	890,228	-0.31%
2010 Actual	884,066	-0.69%
2011 Actual	919,712	4.03%
2012 Actual	924,550	0.53%
2013 Actual	939,200	1.58%
2014 Actual	1,135,148	20.86%
2015 Actual	1,161,505	2.32%
2016 Budget	1,250,234	7.64%
2016 Projected	1,256,417	0.49%
2017 Estimated	1,259,935	0.28%



# Refunds & Reimbursements

<p><b>General Ledger Codes:</b> <b>45-00-4340-0000</b></p>	<p style="text-align: center;"><b>Legal Authority:</b> <b>State Statute: Chapter 82</b></p>
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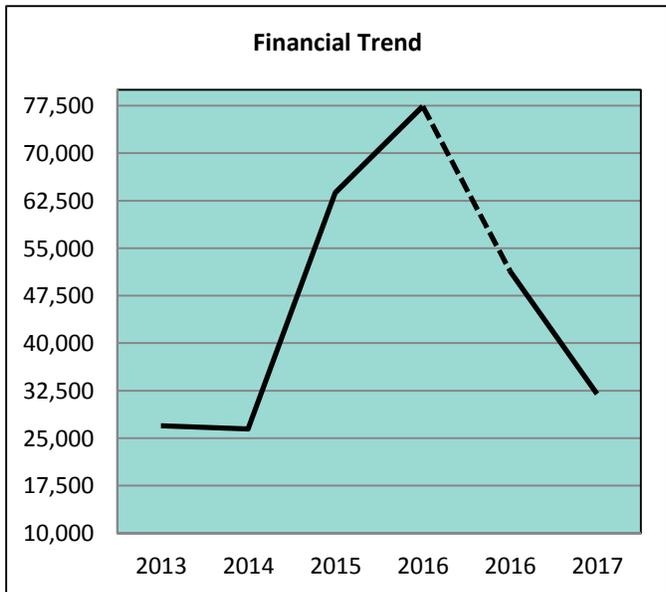
## Revenue Description

**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 Resolution 14-53 to install sidewalks on certain identified undeveloped lots. The lot owners were given a deadline of installation. The amounts represented here are associated with the sidewalks installed by the City and reimbursed by the lot owner. Staff estimates an additional 10 lots for reimbursement through tax collection.

FY16 budget and projected revenue are based on funds from the reimbursement of the annual reimbursement of the traffic signal at Mott and 58 Hwy and the sidewalk installation on undeveloped lots. The FY17 revenue is based solely on the traffic signal.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	-100.00%
2008 Actual	0	NA
2009 Actual	310,139	NA
2010 Actual	1,636	-99.47%
2011 Actual	13,889	749.15%
2012 Actual	13,833	-0.40%
2013 Actual	26,943	94.78%
2014 Actual	26,437	-1.88%
2015 Actual	63,798	141.32%
2016 Budget	77,400	21.32%
2016 Projected	51,416	-33.57%
2017 Estimated	32,000	-37.76%



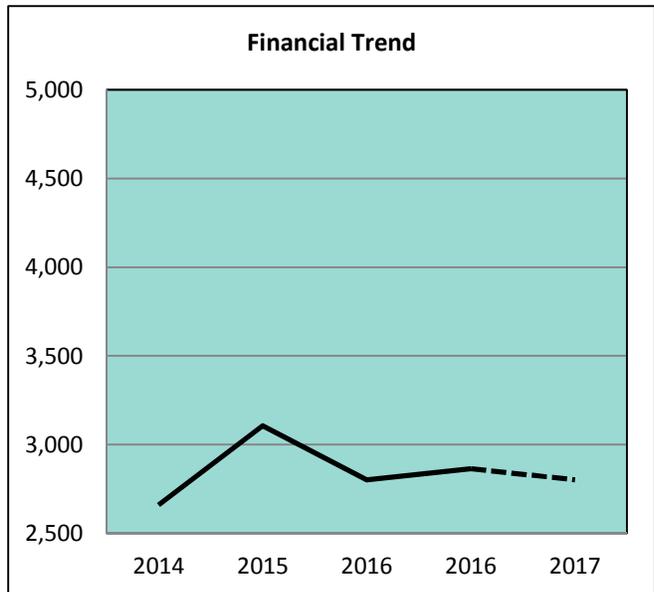
# Resident Contribution - Willow Hills NID

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

**Residential Contribution - Willow Hills NID** - In 2007, the City worked with Cass County to form a County Neighborhood Improvement District (NID) to improve the roads in the Willow Hills subdivision. Residents, along with Cass County, contributed to the cost of the project. Some residents chose to pay their contribution in one lump sum immediately after the improvement, while others pay an annual assessment to Cass County which is remitted by the County to the City.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	40,000	NA
2008 Actual	28,609	-28.48%
2009 Actual	2,863	-89.99%
2010 Actual	1,227	-57.15%
2011 Actual	2,658	116.67%
2012 Actual	3,121	17.42%
2013 Actual	0	N/A
2014 Actual	2,658	N/A
2015 Actual	3,105	16.80%
2016 Budget	2,800	-9.82%
2016 Projected	2,863	2.26%
2017 Estimated	2,800	-2.21%



# Transfer In from General Fund

<p><b>General Ledger Codes:</b> 45-00-4901-0000</p>	<p><b>Legal Authority:</b> Municipal Ordinance: n/a State Statute: n/a</p>
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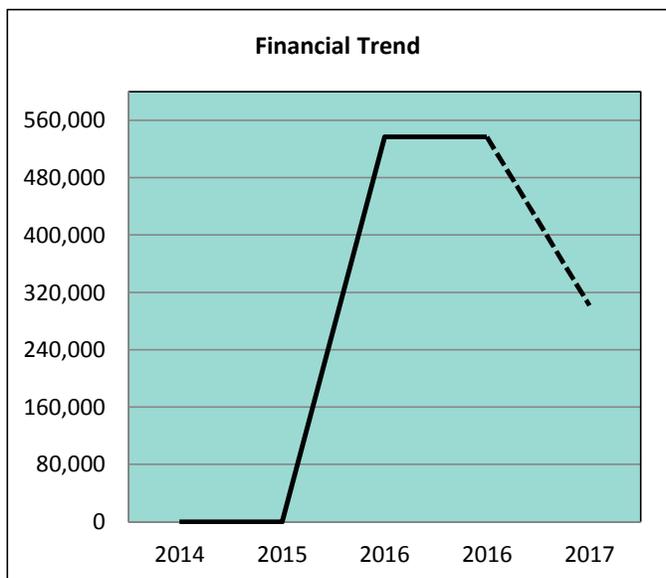
## Revenue Description and Projection Rationale

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 is for the following project:  
 \$301,500 Railroad business car

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	NA
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	14,930	NA
2011 Actual	0	NA
2012 Actual	200,000	NA
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Budget	536,752	N/A
2016 Projected	536,752	0.00%
2017 Estimated	301,500	N/A



# Transfer In from Restricted Revenue Fund

<b>General Ledger Codes:</b> <b>45-00-4904-0000</b>	<b>Legal Authority:</b>  <b>Municipal Ordinance: n/a</b> <b>State Statute: n/a</b>
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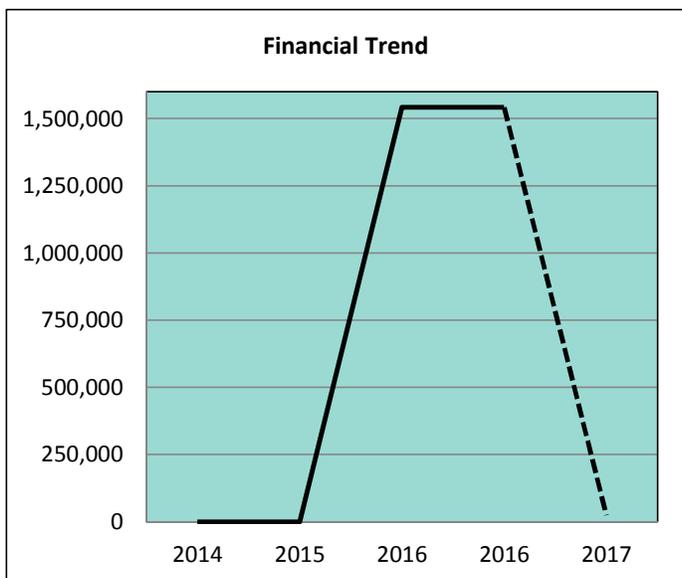
## Revenue Description and Projection Rationale

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.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	NA
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	0	NA
2011 Actual	0	NA
2012 Actual	0	NA
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Budget	1,541,250	N/A
2016 Projected	1,541,250	0.00%
2017 Estimated	24,671	-98.40%





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## STORMWATER SALES TAX FUND (46)

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 2017 it is budgeted to allocate evenly between the funds.

### FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expended	Carryover	2017 Budget	Total Available
2017 Annual Curb Replacement Program	\$0	\$0	\$0	\$100,000	\$100,000
Municipal Center BMP's	\$0	\$0	\$0	\$80,000	\$80,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$180,000</b>	<b>\$180,000</b>

**Stormwater Sales Tax (46)**

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-18 Projected	2018-19 Projected	2019-20 Projected	2020-21 Projected
<b>Fund Balance</b>									
Beginning of Year	18,915	51,565	37,499	32,189	80,528	70,110	278,989	486,053	690,615
<b>Revenue</b>									
Taxes									
Sales Tax (40% of 1/2 cent)	454,058	464,601	500,093	502,567	508,774	510,198	511,627	513,059	514,496
Council Determined	2,488	116,150	125,023	125,642	127,193	110,031	110,339	110,648	110,958
Refunds & Reimbursements	277	277	94	277	277	277	277	277	277
Interest	238	200	234	345	345	175	3,487	7,291	17,265
Transfers In			57,000	57,000	0				
<b>Total Revenue</b>	<b>457,061</b>	<b>581,228</b>	<b>682,444</b>	<b>685,830</b>	<b>636,589</b>	<b>594,012</b>	<b>598,986</b>	<b>604,456</b>	<b>616,102</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>475,976</b>	<b>632,793</b>	<b>719,943</b>	<b>718,019</b>	<b>717,117</b>	<b>664,122</b>	<b>877,975</b>	<b>1,090,509</b>	<b>1,306,717</b>
<b>Expenditures</b>									
Debt Service	207,282	209,598	207,376	207,376	208,892	21,856	21,536	22,208	21,872
Misc	3,495	3,400							
General Fund Transfer	195,429	230,425	258,115	258,115	258,115	263,277	270,386	277,686	285,184
<b>Capital Projects (Budgeted / reconciled)</b>									
58 Highway Culvert Rehabilitation - complete	15,323								
Annual Curb Replacement		82,402	100,000	80,000	100,000	100,000	100,000	100,000	100,000
Johnston Drive Storm Water - complete		74,779							
City-Wide Median Beautification			92,000	92,000					
Municipal Center BMPs					80,000				
<b>Total Expenditures</b>	<b>424,411</b>	<b>600,604</b>	<b>657,491</b>	<b>637,491</b>	<b>647,007</b>	<b>385,133</b>	<b>391,922</b>	<b>399,894</b>	<b>407,056</b>
<b>Fund Balance (Gross)</b>	<b>51,565</b>	<b>32,189</b>	<b>62,452</b>	<b>80,528</b>	<b>70,110</b>	<b>278,989</b>	<b>486,053</b>	<b>690,615</b>	<b>899,661</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>51,565</b>	<b>32,189</b>	<b>62,452</b>	<b>80,528</b>	<b>70,110</b>	<b>278,989</b>	<b>486,053</b>	<b>690,615</b>	<b>899,661</b>

# Stormwater Sales Tax

<p><b>General Ledger Code:</b></p> <p style="margin-left: 20px;">46-00-4110-0000 46-00-4115-0000 46-00-4120-0000</p>	<p style="text-align: center;"><u><b>Legal Authority:</b></u></p> <p style="text-align: center;">Municipal Code: Section 145.040 State Statute:</p>
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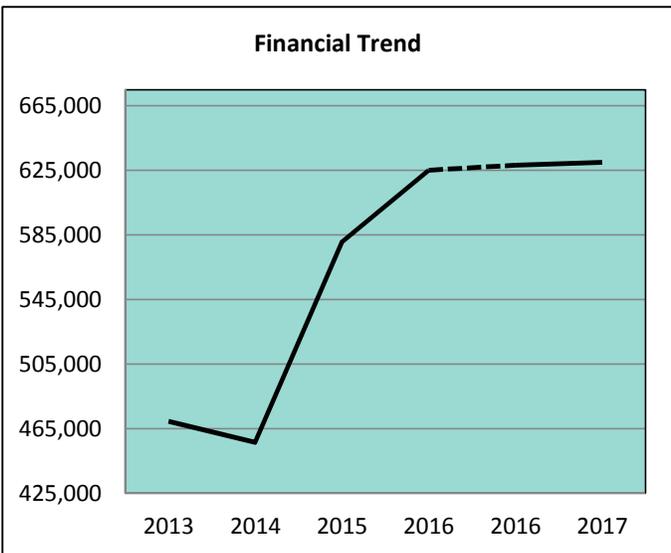
## Revenue Description and Projection Rationale

**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 for any jurisdiction that has 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. City sales tax projected for 2016 is based on current receipts and the historical two-year average.

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 2017, the City Manager proposes that each fund receives an equal distribution.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	317,801	13.62%
2008 Actual	357,252	12.41%
2009 Actual	447,580	25.28%
2010 Actual	456,440	1.98%
2011 Actual	458,973	0.55%
2012 Actual	458,675	-0.06%
2013 Actual	469,419	2.34%
2014 Actual	456,547	-2.74%
2015 Actual	580,751	27.21%
2016 Budget	625,116	7.64%
2016 Projected	628,209	0.49%
2017 Estimated	629,967	0.28%



# Transfer from General Fund

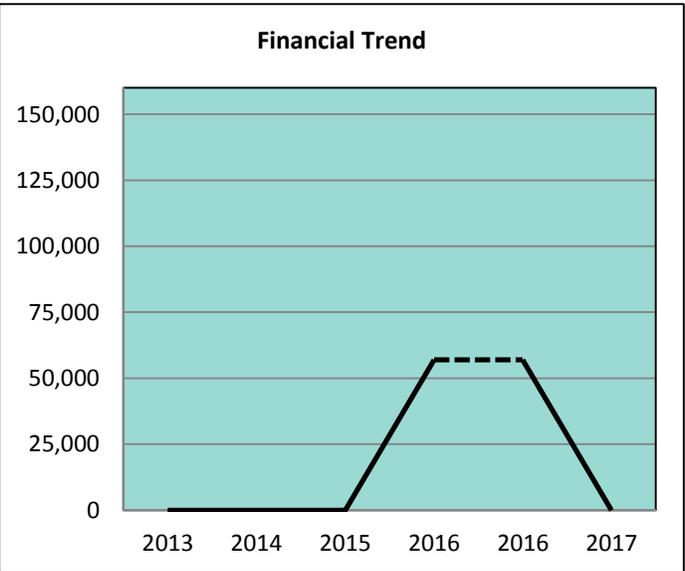
<b>General Ledger Code:</b> <b>46-00-4901-0000</b>	<b>Legal Authority:</b> <b>Municipal Code: Section 145.040</b> <b>State Statute:</b>
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## Revenue Description and Projection Rationale

FY 2016 revenues associated with this funding source were transfers from the General Fund directed by the Council for additional funding for the Median Beautification project.

FY17 has no planned transfers.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	NA
2008 Actual	0	NA
2009 Actual	0	NA
2010 Actual	3,674	NA
2011 Actual	0	NA
2012 Actual	0	NA
2013 Actual	0	N/A
2014 Actual	0	N/A
2015 Actual	0	N/A
2016 Budget	57,000	N/A
2016 Projected	57,000	0.00%
2017 Estimated	0	N/A



## PARK SALES TAX FUND (47)

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 2017 it is budgeted to allocate evenly between the funds.

### FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expended	Carryover	2017 Budget	Total Available
Memorial Park Improvements	\$0	\$0	\$0	\$150,000	\$150,000
Memorial Park ADA Access to Ball Fields	\$0	\$0	\$0	\$65,000	\$65,000
Memorial Park West Parking Lot Expansion	\$0	\$0	\$0	\$37,500	\$37,500
Ward Park Shelter House	\$0	\$0	\$0	\$6,500	\$6,500
Trail lighting	\$0	\$0	\$0	\$100,000	\$100,000
Concession Stand Internet Connectivity w/ WIFI	\$0	\$0	\$0	\$18,000	\$18,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$377,000</b>	<b>\$377,000</b>

During City Council deliberation of the City's Manager's Proposed 2017 Budget, a transfer was made from the General Fund available fund balance into the Restricted Revenue Fund (04) in the amount of \$10,000 to fund the establishment of an arboretum under the direction of the Tree Board.

**Park Sales Tax (47)**

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-18 Projected	2018-19 Projected	2019-20 Projected	2020-21 Projected
<b>Fund Balance</b>									
Beginning of Year	351,801	243,382	138,069	138,675	216,729	173,366	264,415	327,253	372,668
<b>Revenue</b>									
Taxes									
Sales Tax (40% of 1/2 cent)	454,058	464,601	500,093	502,567	508,774	510,198	511,627	513,059	514,496
Additional - Council Determined	224,541	116,150	125,023	125,642	127,193	127,550	127,907	128,265	128,624
Interest	668	1,656	1,971	1,968	1,971	1,300	3,305	4,091	4,658
Miscellaneous Revenue	2,681								
Transfers from General Fund			194,000	194,000	118,000	150,000			
<b>Total Revenue</b>	<b>681,948</b>	<b>582,407</b>	<b>821,087</b>	<b>824,176</b>	<b>755,938</b>	<b>789,048</b>	<b>642,839</b>	<b>645,415</b>	<b>647,778</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,033,749</b>	<b>825,789</b>	<b>959,156</b>	<b>962,851</b>	<b>972,667</b>	<b>962,415</b>	<b>907,253</b>	<b>972,668</b>	<b>1,020,447</b>
<b>Expenditures</b>									
Debt Service	46,297	46,952	46,472	46,472	46,851				
Misc.	424	424	450	450	450				
Restricted Revenue Transfer - Future Civic Center	41,250								
Transfer to Park Fund for Operations	350,570	350,000	150,000	150,000	375,000	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		20,000		(2,308)					
Memorial Park Tennis Court Maintenance - complete		15,500		(1,664)					
Recreation Center Feasibility Study - complete	28,790			-					
Eagle Glen Trail Reconstruction - complete	146,365	1,050							
Recreation Park Infield Replacement - complete	(29)								
Landscaping throughout the City	28,700			-					
Disc Golf Course	25,000			-					
Recreation Park Baseball Fields Renovation Project - complete	75,000	75,154	225,000	225,000					
Community Trails Master Plan - complete	8,000	35							
Park Maintenance Facility Security Enclosure - removed	40,000	(40,000)							
Recreation Park Tennis Court Maintenance - complete		58,000		(5,828)					
Memorial Park Playground Improvements						48,000			
Memorial Park ADA Access to Ball Fields					65,000				
Memorial Park West Parking Lot Expansion					37,500				
Park Maintenance Facility Fencing & Building Apron								75,000	
Hawk Ridge Park Phase (I-a) Trail Construction - Enc/GOB		160,000							
Hawk Ridge Park Phase (I-b) ADA Dock			45,000	45,000					
Hawk Ridge Park Phase (I-c) Restroom - Enc/GOB			90,000	90,000					
Recreation Park Ballfield Lights field #1 & 2							80,000		
Ward Park Shelter House					6,500				
Recreation Park Pedestrian Bridge Replacements						100,000			
Recreation Park Storm Shelter & Picnic Pavilion						200,000			
Dog Park								175,000	
Recreation Park Ballfield Shade Structures			209,000	199,000					
Recreation Pond Rehabilitation							150,000		
Recreation Park Playground Replacement									300,000
Concession Stand Internet Connectivity w/ WIFI					18,000				
Trail Lighting					100,000				
<b>Total Expenditures</b>	<b>790,367</b>	<b>687,114</b>	<b>765,922</b>	<b>746,122</b>	<b>799,301</b>	<b>698,000</b>	<b>580,000</b>	<b>600,000</b>	<b>650,000</b>
<b>Fund Balance (Gross)</b>	<b>243,382</b>	<b>138,675</b>	<b>193,234</b>	<b>216,729</b>	<b>173,366</b>	<b>264,415</b>	<b>327,253</b>	<b>372,668</b>	<b>370,447</b>
<i>Less: Restricted Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>243,382</b>	<b>138,675</b>	<b>193,234</b>	<b>216,729</b>	<b>173,366</b>	<b>264,415</b>	<b>327,253</b>	<b>372,668</b>	<b>370,447</b>

# Park Sales Tax

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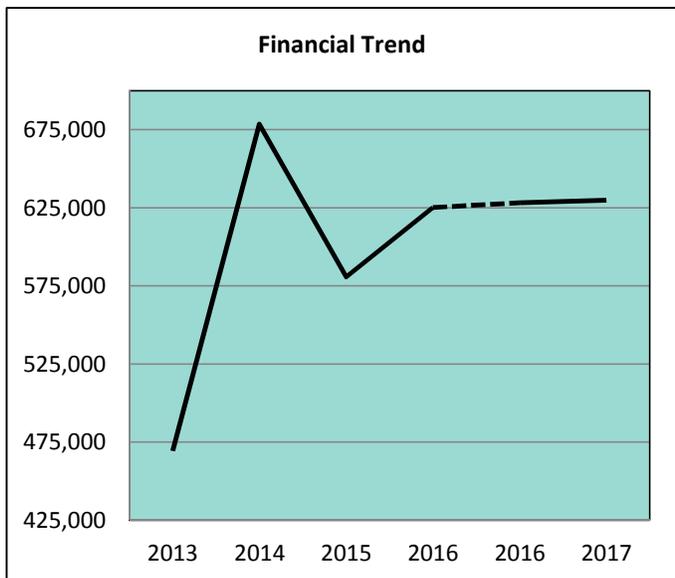
## Revenue Description and Projection Rationale

**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 for any jurisdiction that has 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. City sales tax projected for 2016 is based on current receipts and the historical two-year average.

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 2017, the City Manager proposes that each fund receives an equal distribution.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	475,716	2.83%
2008 Actual	535,879	12.65%
2009 Actual	442,668	-17.39%
2010 Actual	427,465	-3.43%
2011 Actual	460,738	7.78%
2012 Actual	458,675	-0.45%
2013 Actual	469,419	2.34%
2014 Actual	678,599	44.56%
2015 Actual	580,751	-14.42%
2016 Budget	625,116	7.64%
2016 Projected	628,209	0.49%
2017 Estimated	629,967	0.28%



# Transfer from General Fund

<b>General Ledger Code:</b> <p style="text-align: center;"><b>47-00-4901-0000</b></p>	<b>Legal Authority:</b> <p style="text-align: center;"><b>Municipal Code: Section 145.040</b>  <b>State Statute:</b></p>
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## Revenue Description and Projection Rationale

FY13 transfers were directed by Council for the following projects:

\$120,000 Eagle Glen Trail Reconstruction  
\$ 28,700 Landscaping throughout the City  
 \$148,700

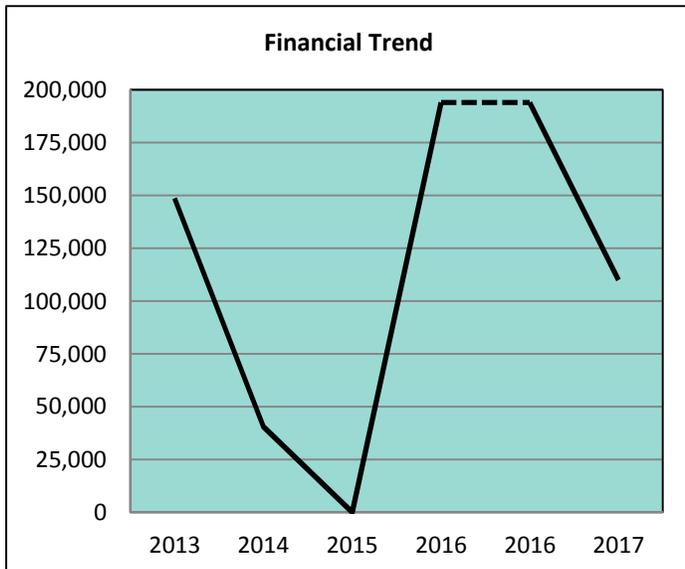
FY14 has additional funding for the Eagle Glen Trail Reconstruction, this project was expanded to include an area and load capacity for the sanitary sewer connection close by.

FY16 transfers were directed by the Council for Recreation Ball Field Shade Structures.

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

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	NA
2008 Actual	250,000	NA
2009 Actual	0	-100.00%
2010 Actual	805	NA
2011 Actual	115,000	14178.80%
2012 Actual	0	-100.00%
2013 Actual	148,700	N/A
2014 Actual	40,459	-72.79%
2015 Actual	0	N/A
2016 Budget	194,000	N/A
2016 Projected	194,000	0.00%
2017 Estimated	110,000	N/A



## PARKS GO BOND FUND (47.38)

The City of Raymore Parks 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 park 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 \$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 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 gather areas.

### FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expended	Carryover	2017 Budget	Total Available
Recreation Park Activity Center	\$0	\$0	\$0	\$2,843,000	\$2,843,000
Hawk Ridge Park Additional Signage	\$0	\$0	\$0	\$85,000	\$85,000
Hawk Ridge Park Amphitheater, Parking & Restrooms	\$0	\$0	\$0	\$675,100	\$675,100
Hawk Ridge Park Parking & ADA Playground	\$0	\$0	\$0	\$700,000	\$700,000
Municipal Center	\$1,500,000	\$0	\$1,500,000	\$0	\$1,500,000
Recreation Park Parking Lot	\$54,000	\$54,000	\$0	\$0	\$0
Recreation Park Trail Rehabilitation	\$55,000	\$55,000	\$0	\$0	\$0
T.B. Hanna Station Park Improvements	\$0	\$0	\$0	\$80,000	\$80,000
<b>Total</b>	<b>1,609,000</b>	<b>\$109,000</b>	<b>\$1,500,000</b>	<b>\$4,383,100</b>	<b>\$5,883,100</b>

**Parks GO Bond Funds (47.38)**

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-18 Projected	2018-19 Projected	2019-20 Projected	2020-21 Projected
<b>Fund Balance</b>									
Beginning of Year	-	-	-	-	3,481,000	757,900	237,900	237,900	237,900
<b>Revenue</b>									
2016 Bond Proceeds			5,090,000	5,090,000					
2017 Bond Proceeds - estimated					1,660,000				
Interest									
<b>Total Revenue</b>	-	-	5,090,000	5,090,000	1,660,000	-	-	-	-
<b>Total Fund Bal &amp; Revenues</b>	-	-	5,090,000	5,090,000	5,141,000	757,900	237,900	237,900	237,900
<b>Expenditures</b>									
Debt Service									
Misc.									
Capital Projects (Budgeted / reconciled)									
Recreation Park Activity Center					2,843,000				
Hawk Ridge Park Additional Signage					85,000				
Hawk Ridge Park Amphitheater, Parking & Restrooms					675,100				
Hawk Ridge Park Parking & ADA Playground					700,000				
Municipal Center			1,500,000	1,500,000					
Recreation Park Parking Lot			54,000	54,000					
Recreation Park Trail Rehabilitation			55,000	55,000					
T.B. Hanna Station Parking Improvements						92,000			
T.B. Hanna Station Park Improvements					80,000	428,000			
<b>Total Expenditures</b>	-	-	1,609,000	1,609,000	4,383,100	520,000	-	-	-
<b>Fund Balance (Gross)</b>	0	0	3,481,000	3,481,000	757,900	237,900	237,900	237,900	237,900
<i>Less: Restricted Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	-	-	3,481,000	3,481,000	757,900	237,900	237,900	237,900	237,900

## WATER CONNECTION FEE FUND (52)

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

Project	Prior Budget	Total Expended	Carryover	2017 Budget	Total Available
Purchase of Additional Capacity from Kansas City Water Services	\$744,178	\$0	\$744,178	\$0	\$744,178
Gore Road Water and Main Meter Station	\$514,600	\$5,000	\$509,600	\$120,000	\$629,600
<b>Total</b>	<b>\$1,258,788</b>	<b>\$5,000</b>	<b>\$1,253,778</b>	<b>\$120,000</b>	<b>\$1,373,778</b>

**Water Connection Fee Fund (52)**

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-18 Projected	2018-19 Projected	2019-20 Projected	2020-21 Projected
<b>Fund Balance</b>									
Beginning of Year	1,198,690	182,925	419,850	487,161	811,578	928,926	1,165,600	1,412,749	1,670,007
<b>Revenue</b>									
Interest	2,161	3,977	4,904	5,548	5,548	6,967	14,570	21,191	41,750
Connection Fees-Residential	240,852	277,636	220,210	315,248	231,800	229,707	232,579	236,067	241,969
Connection Fees-Commercial	-	22,623	0	3,621	0	0	0	0	0
<b>Total Revenue</b>	<b>243,013</b>	<b>304,236</b>	<b>225,114</b>	<b>324,417</b>	<b>237,348</b>	<b>236,674</b>	<b>247,149</b>	<b>257,258</b>	<b>283,719</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,441,703</b>	<b>487,161</b>	<b>644,964</b>	<b>811,578</b>	<b>1,048,926</b>	<b>1,165,600</b>	<b>1,412,749</b>	<b>1,670,007</b>	<b>1,953,726</b>
<b>Expenditures</b>									
<b>Capital Projects (Budgeted / reconciled)</b>									
Gore Road Water and Main Meter Station	514,600				120,000				
Purchase of Additional Capacity from Kansas City Water	744,178								
<b>Total Expenditures</b>	<b>1,258,778</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Gross)</b>	<b>182,925</b>	<b>487,161</b>	<b>644,964</b>	<b>811,578</b>	<b>928,926</b>	<b>1,165,600</b>	<b>1,412,749</b>	<b>1,670,007</b>	<b>1,953,726</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>182,925</b>	<b>487,161</b>	<b>644,964</b>	<b>811,578</b>	<b>928,926</b>	<b>1,165,600</b>	<b>1,412,749</b>	<b>1,670,007</b>	<b>1,953,726</b>

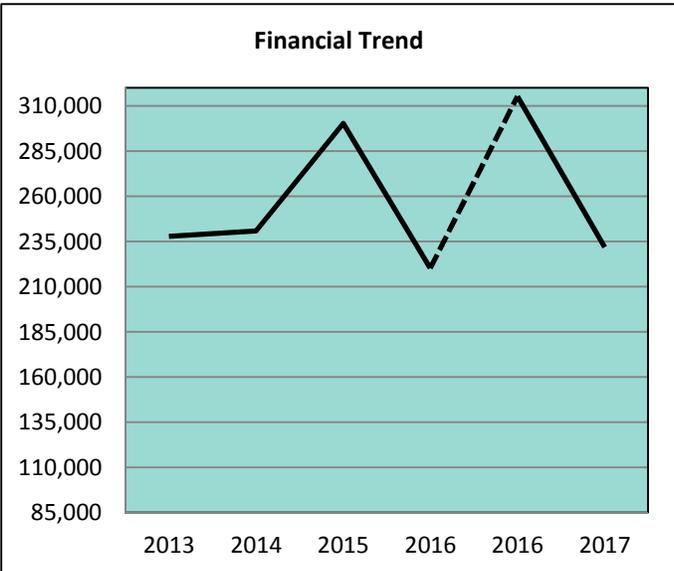
# Water Connection Fees

<p><b>General Ledger Code:</b></p> <p style="text-align: center;"><b>52-00-4670-0000</b> <b>52-00-4680-0000</b></p>	<p style="text-align: center;"><b><u>Legal Authority:</u></b></p> <p style="text-align: center;"><b>Municipal Code: Section 705.030-705.030</b> <b>State Statute: n/a</b></p>
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## Revenue Description and Projection Rationale

The City of Raymore imposes a fee for new connections to the city's water system. This fee is payable prior to approval of a new water service connection. Funds collected are used for the purpose of offsetting actual costs incurred by the City in undertaking water facilities projects (including master planning, engineering, legal, administration, construction inspection, construction of facilities, land acquisition and testing) or for financing directly as a pledge against bonds, revenue certificates and other obligations of indebtedness, the costs of water facilities projects. The calculation of the connection fee is according to the City's Schedule of Fees, with a base of \$2,318 per connection. Total FY2017 revenue is based on 100 new permits.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	438,746	-31.88%
2008 Actual	248,114	-43.45%
2009 Actual	87,922	-64.56%
2010 Actual	115,992	31.93%
2011 Actual	91,265	-21.32%
2012 Actual	149,284	63.57%
2013 Actual	237,784	59.28%
2014 Actual	240,852	1.29%
2015 Actual	300,259	24.67%
2016 Budget	220,210	-26.66%
2016 Projected	315,248	43.16%
2017 Estimated	231,800	-26.47%





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## SEWER CONNECTION FEE FUND (53)

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.

### FUND PROJECT HIGHLIGHTS

There are currently no active projects in this fund.

Project	Prior Budget	Total Expended	Carryover	2017 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>

**Sewer Connection Fee Fund (53)**

	2013-2014 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-18 Projected	2018-19 Projected	2019-20 Projected	2020-21 Projected
<b>Fund Balance</b>									
Beginning of Year	553,143	714,013	885,520	919,012	1,158,713	1,387,513	1,627,626	1,880,550	2,144,826
<b>Revenue</b>									
Interest	-	-	1,100	1,100	2,500	10,406	20,345	28,208	53,621
Connection Fees-Residential	159,513	179,139	214,985	238,483	226,300	229,707	232,579	236,067	241,969
Connection Fees-Commercial	1,357	25,860	0	118	0	0	0	0	0
Intergovernmental - SRF funds	-	-	0	0	0				0
<b>Total Revenue</b>	<b>160,870</b>	<b>204,999</b>	<b>216,085</b>	<b>239,701</b>	<b>228,800</b>	<b>240,114</b>	<b>252,924</b>	<b>264,276</b>	<b>295,590</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>714,013</b>	<b>919,012</b>	<b>1,101,605</b>	<b>1,158,713</b>	<b>1,387,513</b>	<b>1,627,626</b>	<b>1,880,550</b>	<b>2,144,826</b>	<b>2,440,415</b>
<b>Expenditures</b>									
<b>Capital Projects (Budgeted / reconciled)</b>									
<b>Total Expenditures</b>	-	-	-	-	-	-	-	-	-
<b>Fund Balance (Gross)</b>	<b>714,013</b>	<b>919,012</b>	<b>1,101,605</b>	<b>1,158,713</b>	<b>1,387,513</b>	<b>1,627,626</b>	<b>1,880,550</b>	<b>2,144,826</b>	<b>2,440,415</b>
<i>Less: Reserve Balance ()</i>			-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>714,013</b>	<b>919,012</b>	<b>1,101,605</b>	<b>1,158,713</b>	<b>1,387,513</b>	<b>1,627,626</b>	<b>1,880,550</b>	<b>2,144,826</b>	<b>2,440,415</b>

# Sewer Connection Fees

<p><b>General Ledger Code:</b></p> <p style="text-align: center;"><b>53-00-4650-0000</b> <b>53-00-4651-0000</b></p>	<p style="text-align: center;"><b><u>Legal Authority:</u></b></p> <p style="text-align: center;"><b>Municipal Code: Section 710.430</b> <b>State Statute: n/a</b></p>
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## Revenue Description and Projection Rationale

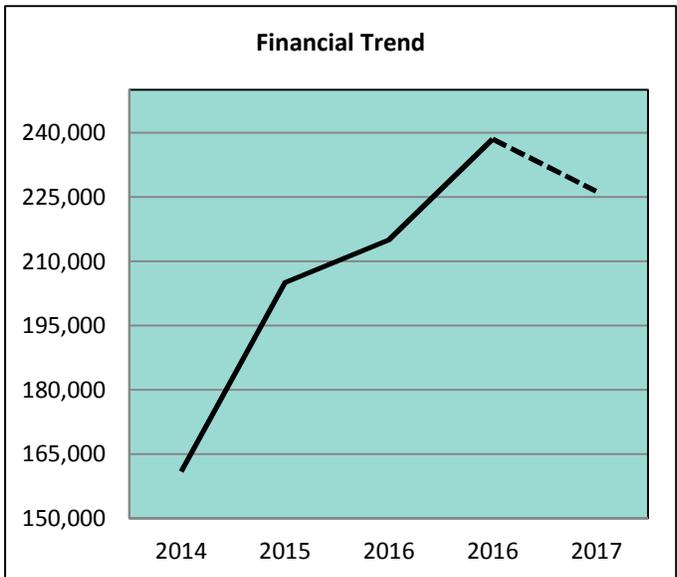
A sewer connection fee is imposed upon new connections to the City's sewer system. The sewer connection fees shall be charged as follows:

Residential (single-family and multiple-family) sewer connection fees are charged a sewer connection fee of \$47.00 for each trap, with a minimum charge of \$1,333.00. Multiple drains served by a single faucet shall be considered (1) trap. FY 2016 revenues are based on construction of 95 homes. (Most residential have more than one trap).

Commercial and industrial sewer connection fees are charged a sewer connection fee of \$59.00 for each trap, with a minimum charge of \$2,263.00.

The Fiscal Year 2017 projected revenue is based on current housing permits and an estimated 100 taps.

Fiscal Year	Collection	Annual Percentage Change
2007 Actual	416,511	-37.50%
2008 Actual	283,224	-32.00%
2009 Actual	90,963	-67.88%
2010 Actual	139,594	53.46%
2011 Actual	122,571	-12.19%
2012 Actual	148,078	20.81%
2013 Actual	215,424	45.48%
2014 Actual	160,870	-25.32%
2015 Actual	204,999	27.43%
2016 Budget	214,985	4.87%
2016 Projected	238,483	10.93%
2017 Estimated	226,300	-5.11%





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## ENTERPRISE CAPITAL MAINTENANCE FUND (54)

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 over the next five years to the full 1% contribution.

### FUND PROJECT HIGHLIGHTS

Project	Prior Budget	Total Expended	Carryover	2017 Budget	Total Available
Inflow and Infiltration Reduction	\$0	\$0	\$0	\$120,000	\$120,000
Silvertop Sewer Replacement	\$0	\$0	\$0	\$60,000	\$60,000
Sensus Meter System	\$0	\$0	\$0	\$150,000	\$150,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$330,000</b>	<b>\$330,000</b>

**Enterprise Capital Maintenance Fund (54)**

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted	2017-18 Projected	2018-19 Projected	2019-20 Projected	2020-21 Projected
<b>Fund Balance</b>									
Beginning of Year	1,077,476	979,647	341,420	336,619	112,672	147,382	164,265	255,389	474,939
<b>Revenue</b>									
Interest	2,543	6,997	854	9,251	563	737	2,053	3,831	11,873
Transfers In from Enterprise Fund	687,709	234,144	234,144	234,144	364,146	439,146	515,146	644,946	755,617
<b>Total Revenue</b>	<b>690,252</b>	<b>241,141</b>	<b>234,998</b>	<b>243,395</b>	<b>364,709</b>	<b>439,883</b>	<b>517,199</b>	<b>648,777</b>	<b>767,490</b>
<b>Total Fund Bal &amp; Revenues</b>	<b>1,767,728</b>	<b>1,220,788</b>	<b>576,418</b>	<b>580,014</b>	<b>477,382</b>	<b>587,265</b>	<b>681,464</b>	<b>904,166</b>	<b>1,242,429</b>
<b>Expenditures</b>									
Misc									
Transfer to Enterprise Fund									
<b>Capital Projects (Budgeted / reconciled)</b>									
Inflow and Infiltration Reduction - current and future			127,566	127,566	120,000	123,000	126,075	129,227	132,458
Inflow and Infiltration Reduction - prior year's projects	113,013	108,963							
Owen Good Force Main Odor Abatement - #164 & 183 - complete	600,000	(10,677)							
Sanitary Sewer and Manhole Repair - complete		(43,067)							
Owen Good Force Main Repair - complete	35,068	8,800							
Foxwood Water Tower Painting and Repair		400,000							
Eagle Glen Trail Reconstruction - complete	40,000	150							
S. Adams - Water Main Replacement - complete		150,000		(14,903)					
Johnston Dr. Water Main Replacement - complete		270,000		(5,775)					
Owen Good Service Pump Impeller Replacement - complete			22,000	19,089					
Owen Good Force Main Emergency Repairs			245,285	275,285					
Silvertop - Emergency Repair - complete				34,925					
Lift Station - Air & Surge Valve Repairs				31,155					
Silvertop Sewer Replacement					60,000				
Sensus Meter System					150,000	300,000	300,000	300,000	300,000
<b>Total Expenditures</b>	<b>788,081</b>	<b>884,169</b>	<b>394,851</b>	<b>467,342</b>	<b>330,000</b>	<b>423,000</b>	<b>426,075</b>	<b>429,227</b>	<b>432,458</b>
<b>Fund Balance (Gross)</b>	<b>979,647</b>	<b>336,619</b>	<b>181,567</b>	<b>112,672</b>	<b>147,382</b>	<b>164,265</b>	<b>255,389</b>	<b>474,939</b>	<b>809,972</b>
<i>Less: Reserve Balance ()</i>	-	-	-	-	-	-	-	-	-
<b>Available Fund Balance</b>	<b>979,647</b>	<b>336,619</b>	<b>181,567</b>	<b>112,672</b>	<b>147,382</b>	<b>164,265</b>	<b>255,389</b>	<b>474,939</b>	<b>809,972</b>

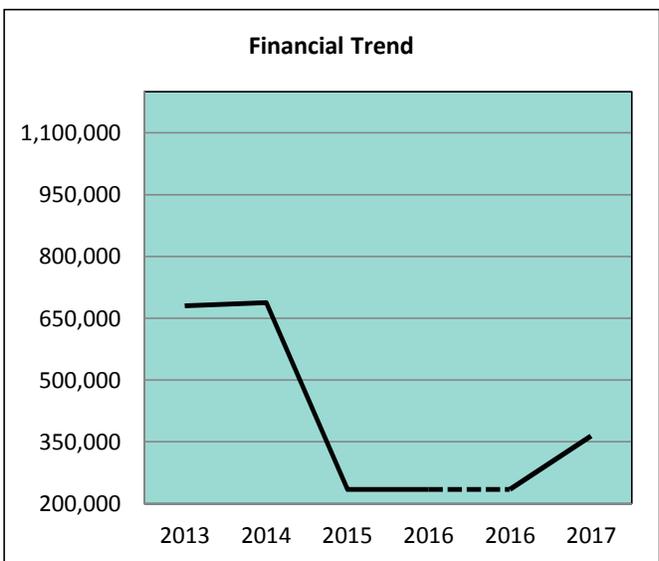
# Transfer from Enterprise Fund

<p><b>General Ledger Code:</b></p> <p style="text-align: center;"><b>54-00-4950-0000</b></p>	<p style="text-align: center;"><b><u>Legal Authority:</u></b></p> <p style="text-align: center;"><b>Municipal Code: n/a</b> <b>State Statute: n/a</b></p>
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## Revenue Description and Projection Rationale

Fiscal Year 2012 began the practice of transferring from the Enterprise Fund (50) an amount equivalent to 1% of the total value of the water and sewer infrastructure of the City. The fund has built up a sizable balance, therefore the transfer has been reduced until larger maintenance items are needed and allowing the funds to remain in the Enterprise Fund to address more immediate needs in that area. In 2015 the annual amount was reduced to help offset the cost of service for the Enterprise Fund. This amount will grow slowly over the next five years to the full 1% contribution.

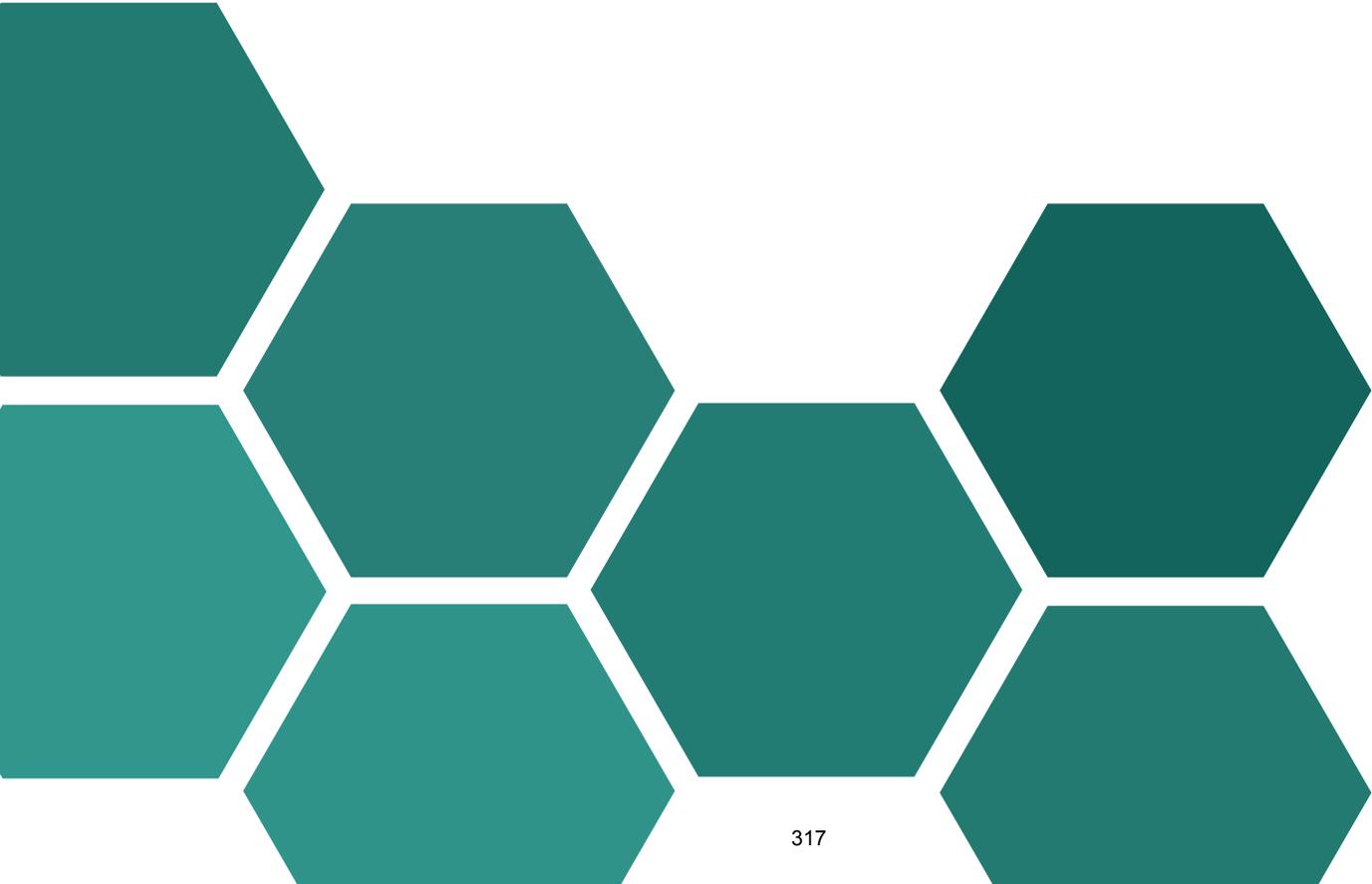
Fiscal Year	Collection	Annual Percentage Change
2007 Actual	0	n/a
2008 Actual	0	n/a
2009 Actual	0	n/a
2010 Actual	1,154,055	n/a
2011 Actual	632,750	-45.17%
2012 Actual	680,267	7.51%
2013 Actual	680,267	0.00%
2014 Actual	687,709	1.09%
2015 Actual	234,144	-65.95%
2016 Budget	234,144	0.00%
2016 Projected	234,144	0.00%
2017 Estimated	364,146	55.52%





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# APPENDIX



**COMBINED 4 YEAR - STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND  
BALANCE - CASH BASIS**

BUDGET YEAR	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2016-17 Proposed
Property Taxes	3,462,488	3,570,316	3,649,658	3,747,938
Franchise Taxes	2,353,584	2,331,584	2,345,760	2,278,636
Sales Taxes	7,206,628	7,385,420	7,507,731	7,841,336
Intergovernmental	-	-	-	-
Fees and Permits	556,979	670,089	357,093	414,703
Licenses	116,977	125,228	123,350	133,014
Municipal Court	487,190	408,306	446,315	443,483
Program / Service Fees	6,007,724	6,273,199	6,854,162	7,196,962
Penalties	152,505	132,270	154,136	158,732
Miscellaneous	536,390	519,338	437,744	489,930
Bond Proceeds & Interest	-	-	-	-
2017 Bond Proceeds - estimated	-	-	-	2,750,000
Other Sources / Transfers	4,194,338	3,744,274	5,742,615	3,275,349
<b>Revenues</b>	<b>25,074,803</b>	<b>25,160,024</b>	<b>27,618,564</b>	<b>28,730,085</b>
Administration	826,830	953,202	1,118,698	1,276,609
Information Technology	375,309	403,255	430,366	477,777
Economic Development	213,665	210,921	226,144	216,857
Community Development	555,551	534,391	571,753	666,474
Engineering	445,508	393,022	389,183	408,955
Streets	1,069,504	1,054,660	1,216,858	863,658
Stormwater	219,926	251,047	282,293	298,684
Buildings and Grounds	283,317	282,274	308,410	303,716
Municipal Court	153,062	157,034	167,076	177,363
Finance	513,024	533,882	568,599	593,630
Police	3,463,413	3,440,743	3,772,092	3,973,033
Emergency Management	70,320	112,686	126,099	133,804
Parks	613,408	593,141	654,926	663,180
Recreation	447,188	455,811	526,922	602,724
Water & Sewer	4,382,609	4,517,152	4,941,944	5,204,595
Miscellaneous	6,796	4,301	950	950
Debt Service	2,670,238	2,666,758	2,547,487	3,277,971
Fees	1,988	1,466	7,000	7,000
911 Exp/Communications	34,281	35,096	22,786	6,051
Capital Outlay	212,318	118,275	424,119	158,436
Capital Projects	1,936,080	3,705,669	5,187,468	9,617,600
Capital Projects - GO Bond	-	-	-	-
Transfers Out	3,926,531	3,603,225	5,370,582	3,172,158
<b>Total Expenditures</b>	<b>22,420,866</b>	<b>24,028,010</b>	<b>28,861,755</b>	<b>32,101,225</b>
TTD Expenditures	396,600			-
<b>Net Changes in Fund Balance</b>	<b>2,257,337</b>	<b>1,132,014</b>	<b>(1,243,191)</b>	<b>(3,371,140)</b>
Percentage change in PY Revenue	-9.70%	0.34%	9.77%	4.02%
Percentage change in PY Expenditures	-20.76%	7.17%	20.12%	11.22%
Percentage change in PY change of Fund Balance	-344.55%	-49.85%	-209.82%	171.17%

**Notes:**

The budget messages discuss the changes in revenues for the operating funds, however the continued increase is primarily due to the standard practice of conservative budgeting

The budget messages discuss the changes in expenditures for the operating funds, however the continued increase is primarily due to the increase of capital projects with the 2016 GO bond funds and personnel changes proposed in the budget.

The greatest driving factor in the change in fund balance is from the capital funds. Directly following this presentation is the current budget year presentation that shows the net change in fund balance for the capital funds as (\$3,250,192) this is further detailed in the capital funds section of the budget.

**COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - CASH BASIS**

<b>BUDGET YEAR 2016-17</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>Total Presentation</b>
<b>Fund Balance CASH Beginning of the Year</b>	<b>2,778,018</b>	<b>500,264</b>	<b>1,601,856</b>	<b>1,278,989</b>	<b>1,517,876</b>	<b>10,212,420</b>	<b>17,889,422</b>
Property Taxes	1,344,506	359,378		2,044,055			3,747,938
Franchise Taxes	2,278,636						2,278,636
Sales Taxes	3,299,659	375,000				4,166,678	7,841,336
Intergovernmental					-		-
Fees and Permits	212,109					202,594	414,703
Licenses	133,014						133,014
Municipal Court	438,030				5,453		443,483
Program / Service Fees		423,930	6,314,932			458,100	7,196,962
Penalties			144,424	14,308			158,732
Miscellaneous	377,999	12,596	25,263	4,302	15,228	54,542	489,930
2017 Bond Proceeds - estimated						2,750,000	2,750,000
Other Sources / Transfers	1,456,704	100,000	153,525	-	412,968	1,152,152	3,275,349
<b>Revenues</b>	<b>9,540,657</b>	<b>1,270,904</b>	<b>6,638,144</b>	<b>2,062,666</b>	<b>433,649</b>	<b>8,784,065</b>	<b>28,730,085</b>
Administration	1,276,609						1,276,609
Information Technology	477,777						477,777
Economic Development	216,857						216,857
Community Development	666,474						666,474
Engineering	408,955						408,955
Streets	863,658						863,658
Stormwater	298,684						298,684
Buildings and Grounds	303,716						303,716
Municipal Court	177,363						177,363
Finance	593,630						593,630
Police	3,961,633				11,400		3,973,033
Emergency Management	133,804						133,804
Parks		663,180					663,180
Recreation		602,724					602,724
Water & Sewer			5,204,595				5,204,595
Miscellaneous						950	950
Debt Service			153,525	1,951,353		1,173,093	3,277,971
Fees				7,000			7,000
911 Exp/Communications					6,051		6,051
Capital Outlay		5,000			153,436		158,436
Capital Projects	-		-			9,717,600	9,717,600
Transfers Out	529,500		1,334,508		164,000	1,144,150	3,172,158
							-
<b>Total Expenditures</b>	<b>9,908,660</b>	<b>1,270,904</b>	<b>6,692,628</b>	<b>1,958,353</b>	<b>334,887</b>	<b>12,035,793</b>	<b>32,201,225</b>
TTD Expenditures							-
<b>Net Changes in Fund Balance</b>	<b>(368,003)</b>	<b>(0)</b>	<b>(54,484)</b>	<b>104,312</b>	<b>98,762</b>	<b>(3,251,728)</b>	<b>(3,471,140)</b>
<i>Less: Restricted Balances</i>	-	-	-	-	-	-	-
<i>Less: Reserved Balance 20% of Exp</i>	(1,875,832)	(254,181)	(1,245,696)	-	-	-	(3,375,709)
<b>Available Fund Balance - End of Year</b>	<b>534,184</b>	<b>246,083</b>	<b>301,676</b>	<b>1,383,301</b>	<b>1,616,638</b>	<b>6,960,692</b>	<b>11,042,573</b>

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

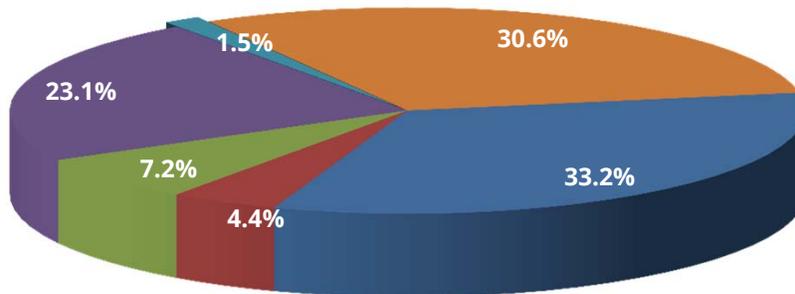
	05 - BERP Fund	27-Park Fee in Lieu	36-Transportation Fund	36-38-GO Transportation Fund	37-Excise Tax Fund	45-Capital Improvement Fund	46-Stormwater Sales Tax	47-Parks Sales Tax	47-38-GO Parks	52-Water Connection Fees	53-Sewer Connection Fees	54-Ent. Capital Maintenance	Total Combined
<b>Fund Balance - Beginning of Year</b>	<b>1,525,156</b>	<b>4,350</b>	<b>757,307</b>	<b>760,000</b>	<b>1,168,819</b>	<b>135,568</b>	<b>80,528</b>	<b>216,729</b>	<b>3,481,000</b>	<b>811,578</b>	<b>1,158,713</b>	<b>112,672</b>	<b>10,212,420</b>
<b>Revenues</b>													
Sales Taxes													
1/2 cent Capital Improvement						1,271,935							1,271,935
Sales Tax (40% of 1/2 cent) *							508,774	508,774					1,017,548
Additional - Council Determined							127,193	127,193					254,387
Transportation Sales Tax			1,271,935										1,271,935
Cass R&B Sales Tax			198,259										198,259
Cass R&B Property Tax			152,615										152,615
Fees and Permits													-
Park Fee in Lieu		16,855											16,855
Single Family					185,739								185,739
Tap Fees - Residential										231,800			231,800
Interest	2,288	33	5,756		2,922	339	345	1,971		5,548	2,500	563	22,265
Refunds & Reimbursements						32,000	277						32,277
Resident Contribution						2,800							2,800
Connection Fees-Residential											226,300		226,300
2017 Bond Proceeds - estimated				1,090,000					1,660,000				2,750,000
Other Sources / Transfers	100,000		150,000		91,035	326,171	-	118,000				364,146	1,149,352
<b>Total Revenues</b>	<b>102,288</b>	<b>16,888</b>	<b>1,778,565</b>	<b>1,090,000</b>	<b>279,696</b>	<b>1,633,244</b>	<b>636,589</b>	<b>755,938</b>	<b>1,660,000</b>	<b>237,348</b>	<b>228,800</b>	<b>364,709</b>	<b>8,784,065</b>
<b>Expenditures</b>													
Debt Service						917,350	208,892	46,851		-	-		1,173,093
Misc						500	-	450		-	-		950
<b>Transfers out</b>													
General Fund Transfer			320,000				258,115						578,115
Park Sales Tax Transfer								375,000					375,000
Excise Tax Transfer			91,035										91,035
Restricted Revenue Fund Transfer						100,000							100,000
<b>Capital Projects Budgeted</b>													
Public Works Facility Flooring Replacement	10,000												10,000
Public Works Facility - LED Lighting	5,000												5,000
City Hall Phone System	45,000												45,000
Repair City Hall Front Entry	60,000												60,000
Public Works Interior Painting and Repairs	30,000												30,000
Municipal Complex - Micro Surface	16,000												16,000
Annual Curb Replacement			400,000										400,000
Annual Street Preservation			800,000										800,000
Annual Sidewalk Program			117,000										117,000
Audible Pedestrian Signals			30,000										30,000
Falcon & Condor Cul-de-sac			24,000										24,000
Municipal Complex - Micro Surface			114,000										114,000
Municipal Center Sidewalks & Lighting			35,000										35,000
Cul-de-sac program			100,000										100,000
Foxridge Drive Extension				700,000									700,000
Kentucky Road Relocation				590,000									590,000
Johnston Drive - Dean to Darrowby				350,000									350,000
Maintenance of Thoroughfare Routes					155,000								155,000
Park Maintenance Facility Fencing & Building Apron						50,000							50,000
Security Cameras at Parks						35,000							35,000
T.B. Hanna Station Parking Improvements						68,000							68,000
FY17 Stormwater Improvements						74,000							74,000
Detention Pond Rehabilitation/Beautification Partnership						50,000							50,000
City Hall Detention Pond						80,000							80,000
Street Light Installation						88,000							88,000
Railroad Business Car						301,500							301,500
Annual Curb Replacement							100,000						100,000
Municipal Center BMPs							80,000						80,000
Memorial Park Improvements - Phase III								150,000					150,000
Memorial Park ADA Access to Ball Fields								65,000					65,000
Memorial Park West Parking Lot Expansion								37,500					37,500
Ward Park Shelter House								6,500					6,500
Concession Stand Internet Connectivity w/ WIFI								18,000					18,000
Trail Lighting								100,000					100,000
Recreation Park Activity Center									2,843,000				2,843,000
Hawk Ridge Park Additional Signage									85,000				85,000
Hawk Ridge Park Amphitheater, Parking & Restrooms									675,100				675,100
Hawk Ridge Park Parking & ADA Playground									700,000				700,000
T.B. Hanna Station Park Improvements									80,000				80,000
Gore Road Water and Main Meter Station										120,000			120,000
Inflow and Infiltration Reduction												120,000	120,000
Silvertop Sewer Replacement												60,000	60,000
Sensus Meter System												150,000	150,000
<b>Total Expenditures</b>	<b>166,000</b>	<b>-</b>	<b>2,031,035</b>	<b>1,640,000</b>	<b>155,000</b>	<b>1,764,350</b>	<b>647,007</b>	<b>799,301</b>	<b>4,383,100</b>	<b>120,000</b>	<b>-</b>	<b>330,000</b>	<b>12,035,793</b>
<b>Net Changes in Fund Balance</b>	<b>(63,712)</b>	<b>16,888</b>	<b>(252,470)</b>	<b>(550,000)</b>	<b>124,696</b>	<b>(131,106)</b>	<b>(10,418)</b>	<b>(43,363)</b>	<b>(2,723,100)</b>	<b>117,348</b>	<b>228,800</b>	<b>34,709</b>	<b>(3,251,728)</b>
<b>Available Fund Balance End of Year</b>	<b>1,461,443</b>	<b>21,238</b>	<b>504,837</b>	<b>210,000</b>	<b>1,293,515</b>	<b>4,462</b>	<b>70,110</b>	<b>173,366</b>	<b>757,900</b>	<b>928,926</b>	<b>1,387,513</b>	<b>147,382</b>	<b>6,960,692</b>

# Combined Revenues by Fund

(Includes interfund transfers and interfund billings)

Summary		
	<u>Budget</u>	<u>% of Budget</u>
<b>General Fund</b>	\$ 9,540,657	33.21%
<b>Parks &amp; Recreation</b>	1,270,904	4.42%
<b>Debt Service</b>	2,062,666	7.18%
<b>Enterprise</b>	6,638,144	23.11%
<b>Internal Service Funds - combined</b>	433,649	1.51%
<b>Capital Funds - combined</b>	8,784,065	30.57%
<b>Total Combined Revenues</b>	<b>\$ 28,730,085</b>	<b>100.00%</b>

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

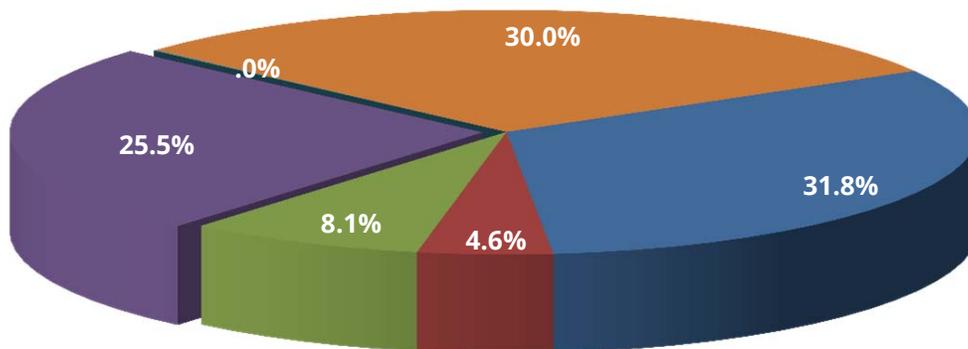


# Combined Revenues by Fund

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

Summary		
	<u>Budget</u>	<u>% of Budget</u>
<b>General Fund</b>	\$ 8,083,953	31.76%
<b>Parks &amp; Recreation</b>	1,170,904	4.60%
<b>Debt Service</b>	2,062,666	8.10%
<b>Enterprise</b>	6,484,619	25.48%
<b>Internal Service Funds - combined</b>	20,681	0.08%
<b>Capital Funds - combined</b>	7,631,913	29.98%
<b>Total Combined Revenues</b>	<b>\$ 25,454,736</b>	<b>100.00%</b>

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

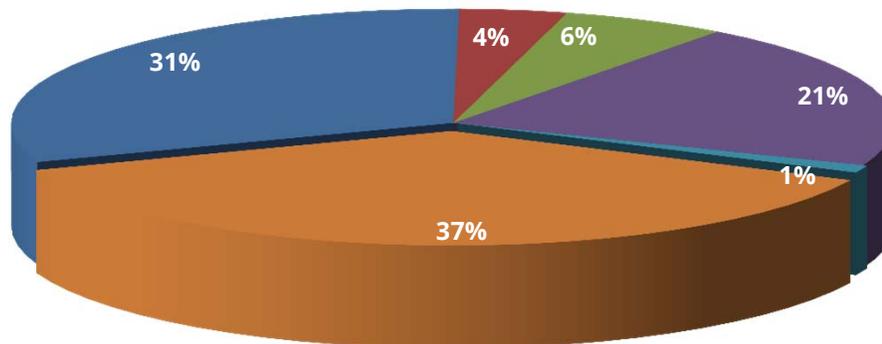


# Combined Expenditures by Fund

*(Includes interfund transfers and interfund billings)*

Summary		
	<u>Budget</u>	<u>% of Budget</u>
<b>General Fund</b>	\$ 9,908,660	30.77%
<b>Parks &amp; Recreation</b>	1,270,904	3.95%
<b>Debt Service</b>	1,958,353	6.08%
<b>Enterprise</b>	6,692,628	20.78%
<b>Internal Service Funds - combined</b>	334,887	1.04%
<b>Capital Funds - combined</b>	12,035,793	37.38%
<b>Total Combined Expenditures</b>	<b>\$ 32,201,225</b>	<b>100.00%</b>

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

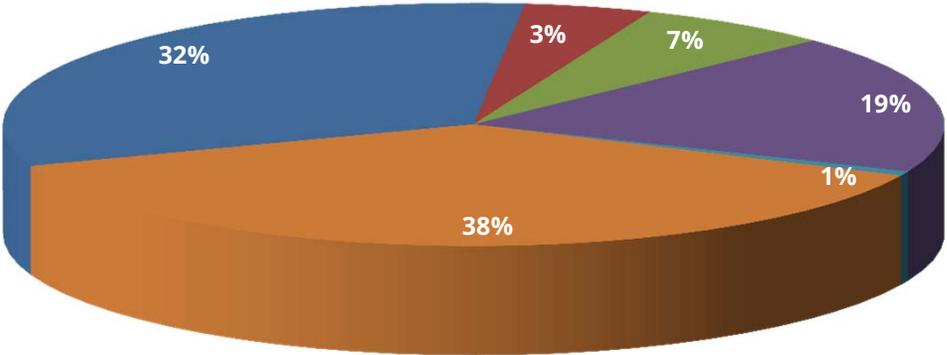


# Combined Expenditures by Fund

(Does not include interfund transfers and interfund billings)

Summary		
	<u>Budget</u>	<u>% of Budget</u>
<b>General Fund</b>	\$ 9,379,160	32.31%
<b>Parks &amp; Recreation</b>	1,270,904	2.75%
<b>Debt Service</b>	1,958,353	6.75%
<b>Enterprise</b>	5,358,120	18.46%
<b>Internal Service Funds - combined</b>	170,887	0.59%
<b>Capital Funds - combined</b>	10,891,643	37.52%
<b>Total Combined Expenditures</b>	<b>\$ 29,029,067</b>	<b>100.00%</b>

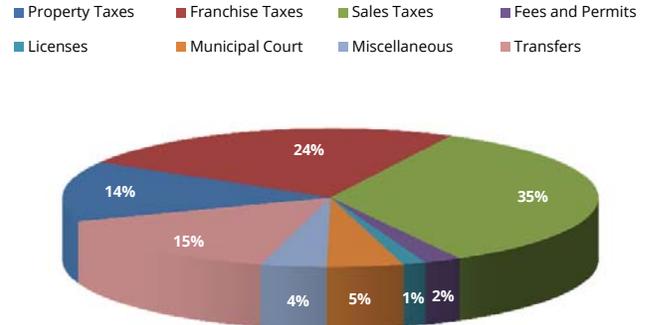
- General Fund
- Parks & Recreation
- Debt Service
- Enterprise
- Internal Service Funds - combined
- Capital Funds - combined



# General Fund Budget Comparison

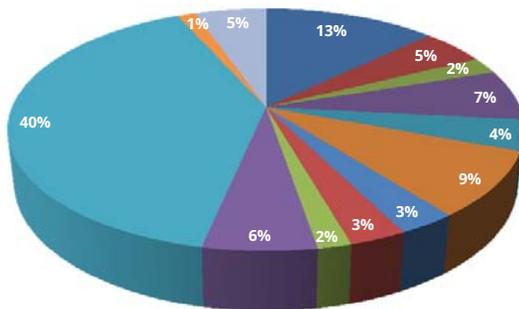
Revenue Budget Comparison			
	2016	2017	% +/-
Property Taxes	\$1,306,208	1,344,506	2.9%
Franchise Taxes	\$2,345,760	2,278,636	-2.9%
Sales Taxes	\$3,269,336	3,299,659	0.9%
Fees and Permits	\$164,627	212,109	28.8%
Licenses	\$123,350	133,014	7.8%
Municipal Court	\$440,900	438,030	-0.7%
Miscellaneous	\$309,474	377,999	22.1%
Transfers	\$1,351,579	1,456,704	7.8%
<b>Total</b>	<b>\$9,311,234</b>	<b>9,540,657</b>	<b>2.5%</b>

### 2017 General Fund Revenue By Category



### 2017 General Fund Expense By Category

- Administration
- Information Technology
- Economic Development
- Community Development
- Engineering
- Streets
- Buildings and Grounds
- Stormwater
- Municipal Court
- Finance
- Police
- Emergency Management
- Transfers



Expense Budget Comparison			
	2016	2017	% +/-
Administration	\$1,118,698	\$1,276,609	14.1%
Information Technology	\$430,366	\$477,777	11.0%
Economic Development	\$226,144	\$216,857	-4.1%
Community Development	\$571,753	\$666,474	16.6%
Engineering	\$389,183	\$408,955	5.1%
Streets	\$1,216,858	\$863,658	-29.0%
Buildings and Grounds	\$308,410	\$303,716	-1.5%
Stormwater	\$282,293	\$298,684	5.8%
Municipal Court	\$167,076	\$177,363	6.2%
Finance	\$568,599	\$593,630	4.4%
Police	\$3,764,192	\$3,961,633	5.2%
Emergency Management	\$126,099	\$133,804	6.1%
Transfers	\$1,370,752	\$529,500	-61.4%
<b>Total</b>	<b>\$10,540,423</b>	<b>\$9,908,660</b>	<b>-6.0%</b>

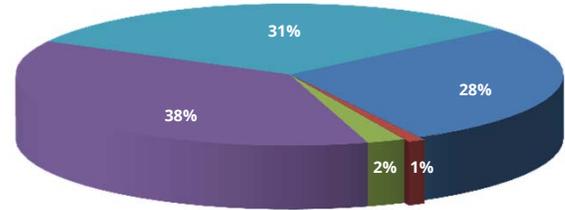
# Park Fund Budget Comparison

## Revenue Budget Comparison

	2016	2017	% +/-
Property Taxes	\$351,957	359,378	2.1%
Miscellaneous	\$3,041	12,596	314.2%
Parks Revenue	\$21,250	28,500	34.1%
Transfers In	\$275,000	475,000	72.7%
Recreation Programs	\$337,800	395,430	17.1%
<b>Total</b>	<b>\$989,048</b>	<b>1,270,904</b>	<b>28.5%</b>

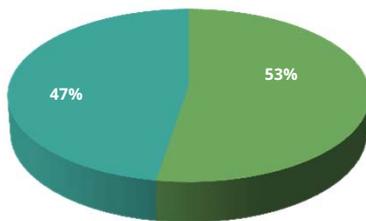
## 2017 Park Fund Revenue By Category

- Property Taxes
- Miscellaneous
- Parks Revenue
- Transfers In
- Recreation Programs



## 2017 Park Fund Expense By Category

- Parks Department
- Recreation Department



## Expense Budget Comparison

	2016	2017	% +/-
Parks Department	\$662,126	\$668,180	0.9%
Recreation Department	\$526,922	\$602,724	14.4%
<b>Total</b>	<b>\$1,189,048</b>	<b>\$1,270,904</b>	<b>6.9%</b>

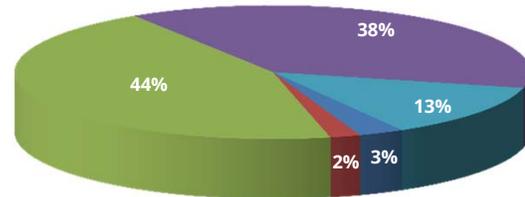
# Enterprise Fund Budget Comparison

### Revenue Budget Comparison

	2016	2017	% +/-
Miscellaneous	\$207,362	217,686	5.0%
Penalties	\$140,196	144,424	3.0%
Water Sales	\$3,275,503	3,394,536	3.6%
Sewer Use Charge	\$2,757,289	2,881,498	4.5%
Solid Waste Fees	\$948,000	980,000	n/a
<b>Total</b>	<b>\$7,328,350</b>	<b>7,618,144</b>	<b>4.0%</b>

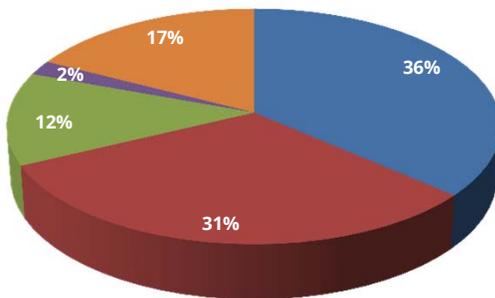
### 2017 Enterprise Fund Revenue By Category

■ Miscellaneous ■ Penalties ■ Water Sales ■ Sewer Use Charge ■ Solid Waste Fees



### 2017 Enterprise Fund Expense By Category

■ Water ■ Sewer ■ Solid Waste ■ Debt Service ■ Transfers



### Expense Budget Comparison

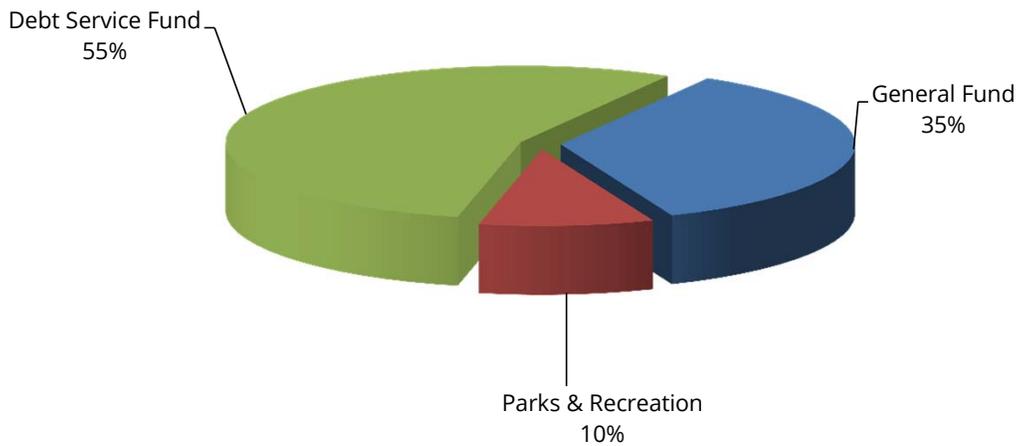
	2016	2017	% +/-
Water	\$2,635,434	\$2,794,590	6.0%
Sewer	\$2,306,510	\$2,410,005	4.5%
Solid Waste	\$948,000	\$980,000	n/a
Debt Service	\$155,556	\$153,525	0.0%
Capital Projects	\$0	\$0	0.0%
Transfers	\$1,189,430	\$1,334,508	12.2%
<b>Total</b>	<b>\$7,234,930</b>	<b>\$7,672,628</b>	<b>6.0%</b>

# City of Raymore

## Property Tax Levy Distribution

<b>General Fund</b>	\$ 0.4638
<b>Parks &amp; Recreation</b>	\$ 0.1249
<b>Debt Service Fund</b>	\$ 0.7170
<b>Total Tax Levy</b>	<u><u>\$ 1.3057</u></u>

### Tax Levy Distribution



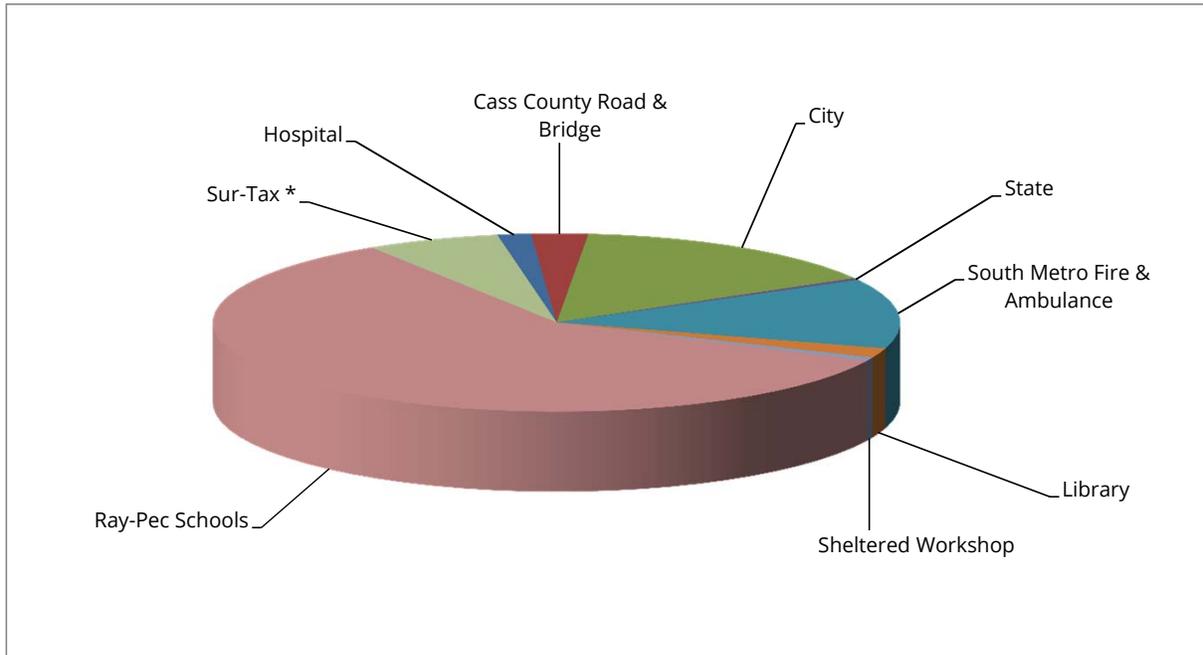
Assessed property values are determined by taking the market value, as determined by the County Assessor, times the assessment ratio. Assessment ratios are: commercial at 32%, residential at 19% and agricultural at 12%. Tax is paid on each \$100 of assessed value. Property values are re-assessed biennially by the County Assessor and the County Collector receives and distributes the taxes to the various taxing authorities.

## Property Tax Levy - Raymore FY 2016-17

Levies	Rate	% of Total
<b>Hospital</b>	0.1356	1.58%
<b>Cass County Road &amp; Bridge</b>	0.2287	2.67%
<b>City</b>	1.3057	15.25%
<b>State</b>	0.0300	0.35%
<b>South Metro Fire &amp; Ambulance</b>	1.0836	12.66%
<b>Library</b>	0.1495	1.75%
<b>Sheltered Workshop</b>	0.0498	0.58%
<b>Ray-Pec Schools</b>	5.0397	58.86%
<b>Sur-Tax *</b>	0.5400	6.31%
	8.5626	100.00%

**Total Tax Levy for Raymore Residential      8.0226 per \$100 of assessed value**

**Total Tax Levy for Raymore Commercial \*      8.5626 per \$100 of assessed value**

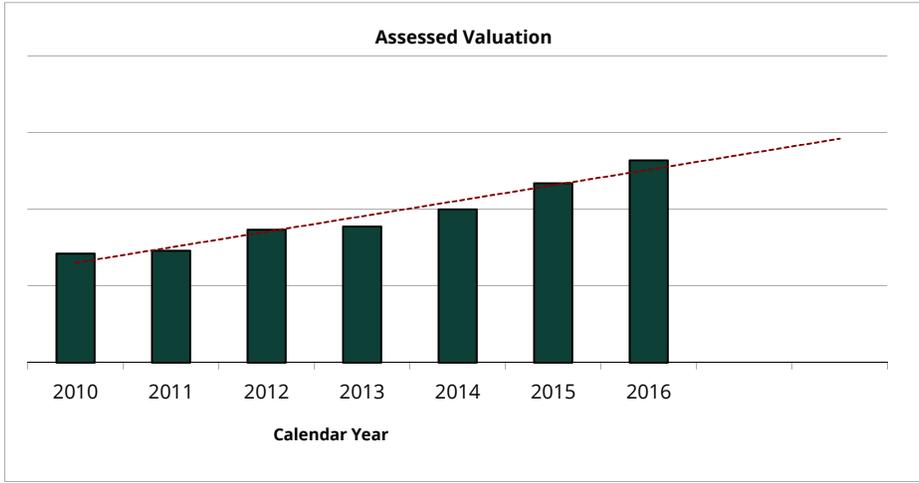


\* Sur-Tax is applied to commercially accessed real estate, then it is redistributed to all the taxing entities entitled to receive, only those in place in 1984.

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

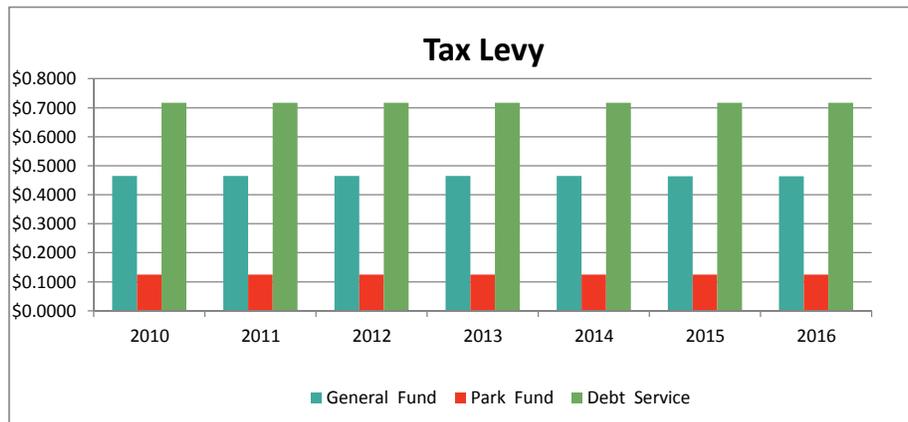
## History of Property Valuation and City Tax Levy

Tax Year	Assessed Valuation	Change from Prior Year
2010	\$260,574,141	1.10%
2011	\$261,447,248	0.34%
2012	\$268,321,175	2.63%
2013	\$269,391,874	0.40%
2014	\$274,918,628	2.05%
2015	\$283,422,039	3.09%
2016	\$290,902,454	2.64%



Tax Year	General Fund	Park Fund	Debt Service	Total Levy
2010	\$0.4647	\$0.1251	\$0.7170	\$1.3068
2011	\$0.4647	\$0.1251	\$0.7170	\$1.3068
2012	\$0.4647	\$0.1251	\$0.7170	\$1.3068
2013	\$0.4647	\$0.1251	\$0.7170	\$1.3068
2014	\$0.4647	\$0.1251	\$0.7170	\$1.3068
2015	\$0.4638	\$0.1249	\$0.7170	\$1.3057
2016	\$0.4638	\$0.1249	\$0.7170	\$1.3057

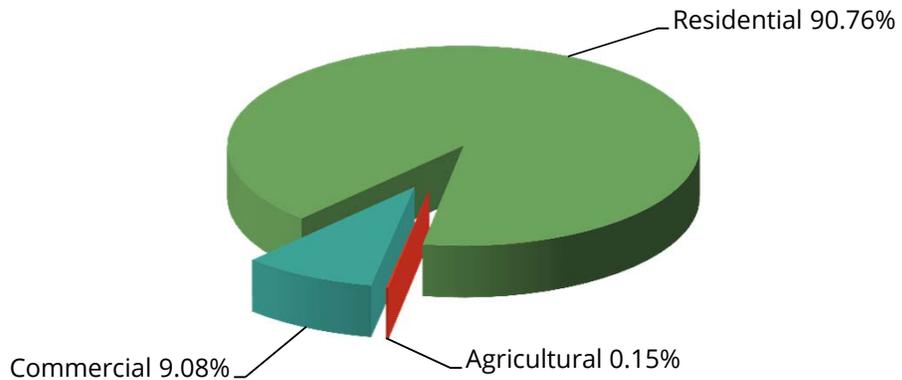
Avg % of total Levy                      35.52%                      9.57%                      54.91%



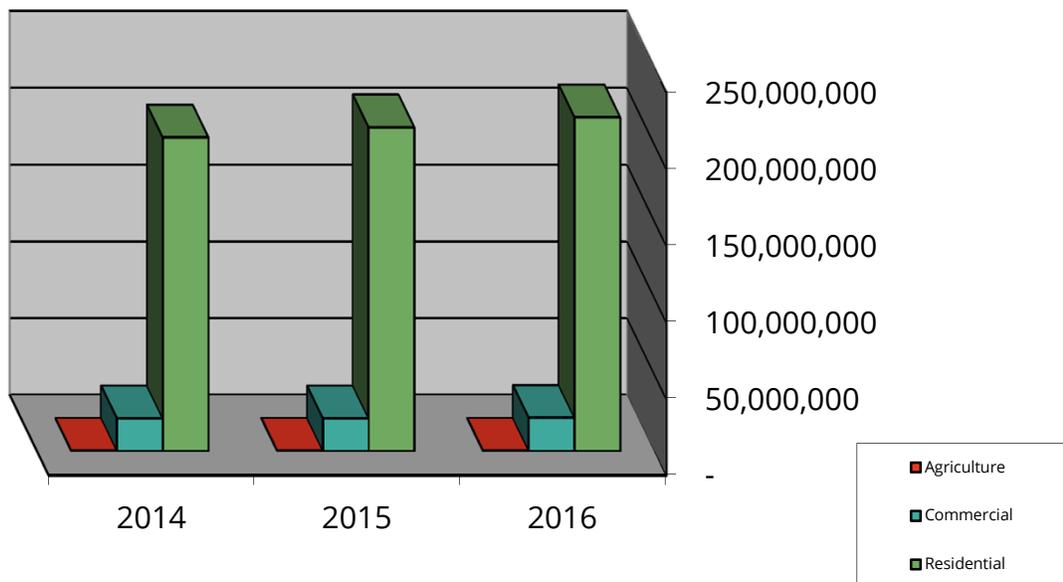
## Property Tax Assessed Valuations By Classification

	2014	2015	2016
Agricultural	358,875	367,590	366,070
Commercial	21,429,900	21,432,690	21,789,220
Residential	204,618,050	211,196,480	217,700,385
	226,406,825	232,996,760	239,855,675

### 2016 Assessed Valuations Breakdown

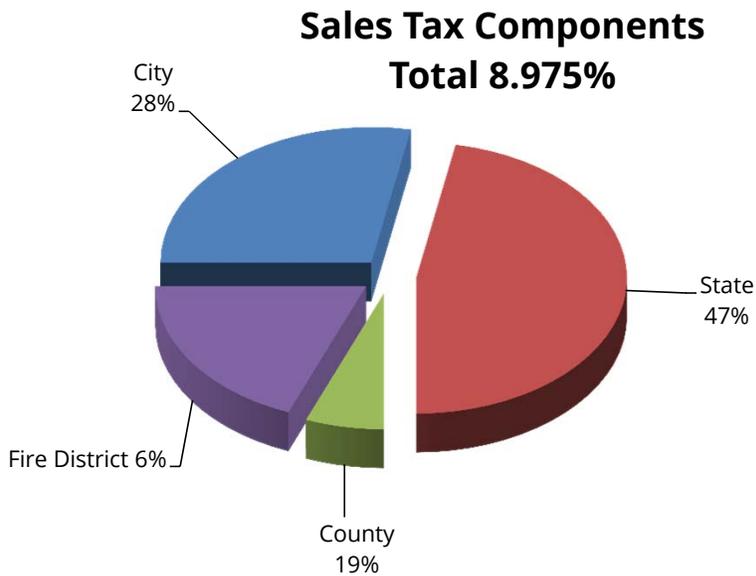


### Three-Year Comparison



# Sales Tax Breakdown City of Raymore - 2016-17

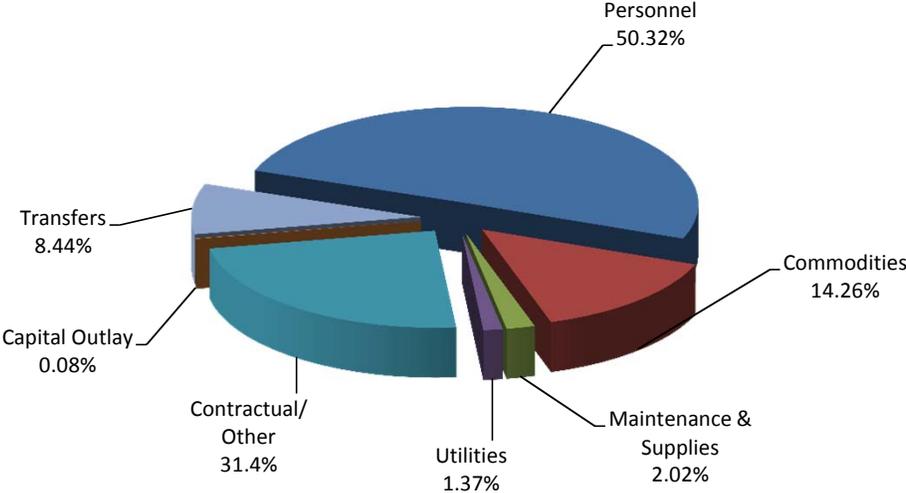
<b>Total City of Raymore Sales Tax</b>		<b>8.975%</b>
<b>City</b>	Sales	1.000
	Transportation	0.500
	Capt. Improvemen	0.500
	Park/Stormwater	0.500
	<b>Total City</b>	<b><u>2.500</u></b>
<b>State</b>	Sales	3.000
	Conservation	0.125
	Education	1.000
	Parks & Soils	0.100
	<b>Total State</b>	<b><u>4.225</u></b>
<b>County</b>	Sales	0.500
	Road & Bridge	0.250
	Law Enforcement	0.250
	Justice Center	0.250
	911 Tax	0.500
	<b>Total County</b>	<b><u>1.750</u></b>
<b>Fire District</b>	South Metro Fire	0.500
	<b>Total Fire District</b>	<b><u>0.500</u></b>



# Combined Expenditures

## Operational Funds by Function

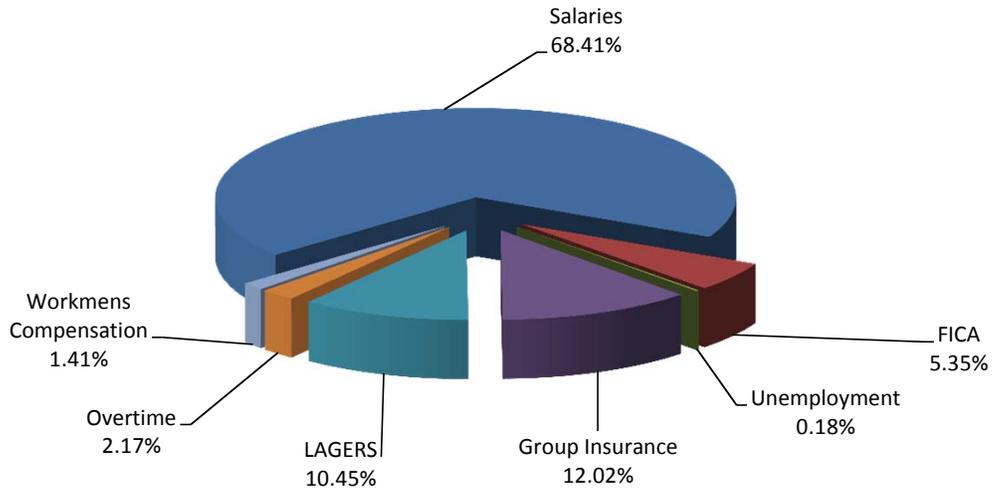
Summary		
	Budget	% of Budget
<b>Personnel</b>	\$ 8,777,050	50.32%
<b>Commodities</b>	2,487,257	14.26%
<b>Maintenance &amp; Supplies</b>	351,779	2.02%
<b>Utilities</b>	238,582	1.37%
<b>Contractual/Other</b>	4,102,872	23.52%
<b>Capital Outlay</b>	13,245	0.08%
<b>Transfers</b>	1,471,907	8.44%
<b>Total Combined Expenditures</b>	<b>\$ 17,442,692</b>	<b>100.00%</b>



# Personnel Expenditures

## Operational Funds by Type

Summary		
	Budget	% of Budget
<b>Salaries</b>	\$ 6,004,808	68.41%
<b>FICA</b>	469,844	5.35%
<b>Unemployment</b>	16,183	0.18%
<b>Group Insurance</b>	1,054,704	12.02%
<b>LAGERS</b>	917,000	10.45%
<b>Overtime</b>	190,691	2.17%
<b>Workmens Compensation</b>	123,819	1.41%
<b>Total Combined Expenditures</b>	<b>\$ 8,777,050</b>	<b>100.00%</b>



# Position Control Roster

By Department and Fund	2014-15 Actual	2015-16 Actual	2016-17 Proposed	Variance FY17 vs FY16
<b>Administration</b>	6.40	8.00	8.00	-
<b>Information Technology</b>	2.00	2.00	2.00	-
<b>Economic Development</b>	2.00	1.00	1.00	-
<b>Community Development*</b>	6.10	6.00	7.00	1.00
<b>Engineering</b>	4.05	3.97	3.97	-
<b>Streets</b>	3.12	3.46	3.46	-
<b>Stormwater</b>	3.32	3.25	3.25	-
<b>Buildings and Grounds</b>	2.30	2.20	2.20	-
<b>Court</b>	1.73	1.73	1.73	-
<b>Finance</b>	5.00	5.00	5.00	-
<b>Police</b>	43.30	43.30	43.30	-
<b>Emergency Management</b>	1.20	1.20	1.20	-
<b>Total All Positions</b>				
<b>General Fund</b>	80.52	81.11	82.11	1.00
<b>Parks</b>	6.20	5.82	5.82	-
<b>Recreation</b>	3.00	3.63	3.63	-
<b>Total All Positions</b>				
<b>Park Fund **</b>	9.20	9.45	9.45	-
<b>Water</b>	5.75	6.09	6.09	-
<b>Sewer</b>	5.75	6.09	6.09	-
<b>Total All Positions</b>				
<b>Enterprise Fund</b>	11.50	12.18	12.18	-
<b>Total All Positions</b>	101.22	102.74	103.74	1.00

See department section for full department roster

\*The Associate Planner position was eliminated in the FY2010 budget year due to the downturn in development and the need for development planning. As the city embarks on a new Economic Development strategy, a new Strategic Planning model, realizes new development increasing both from internal and external sources, the need for this position to help with the critical role of Community Development returns in the FY2017 budget year.

\*\*FY16 included a budget amendment that eliminated a 0.50 FTE Administrative Assistant position and added 1.00 FTE Athletic Coordinator position, a total 0.50 FTE increase.

# City of Raymore

## Fiscal Year 2016-2017 Adopted Salary Range Chart

Range	Minimum	Midpoint	Maximum	Title
1	\$13.02	\$15.87	\$19.33 Hourly	Office Assistant***
2	\$13.72	\$16.72	\$20.37 Hourly	Meter Reader
3	\$14.42	\$17.57	\$21.32 Hourly	Building Maintenance Technician Municipal Court Clerk Parks Maintenance Worker I Police Records Clerk Public Works Maintenance Worker I
4	\$15.12	\$18.42	\$22.45 Hourly	Permit Technician Accounting Technician
5	\$15.82	\$19.28	\$23.49 Hourly	Parks Maintenance Worker II Public Works Maintenance Worker II
6	\$16.53	\$20.14	\$24.53 Hourly	Utility Billing Technician
7	\$17.22	\$20.98	\$25.56 Hourly	Administrative Assistant Animal Control Officer Communications Officer** Property & Evidence Technician
8	\$17.92	\$21.84	\$26.60 Hourly	Code Enforcement Officer Crew Leader, Parks Maintenance Crew Leader, Public Works
9	\$18.62	\$22.69	\$27.65 Hourly	Crew Supervisor Deputy City Clerk
10	\$19.33	\$23.55	\$28.69 Hourly	Payroll & Purchasing Specialist
11	\$20.02	\$24.39	\$30.46 Hourly	Building Inspector Engineering Technician Storm Water Specialist Network Technician Recreation Coordinator Athletic Coordinator Graphic Design Assistant*** Police Officer

Range	Minimum	Midpoint	Maximum	Title
12	\$20.73	\$25.26	\$31.55 Hourly	Police Detective Public Works Field Supervisor Master Police Officer*
13	\$21.44	\$26.12	\$32.62 Hourly	GIS Coordinator Chief Communications Officer
14	\$1,833.30	\$2,233.70	\$2,789.59 Bi-Weekly	City Clerk Emergency Management Coordinator Municipal Court Administrator Associate Planner
15	\$23.88	\$29.09	\$36.33 Hourly	Police Sergeant *
16	\$2,022.56	\$2,464.29	\$3,077.56 Bi-Weekly	Building Official
17	\$2,134.66	\$2,600.87	\$3,248.14 Bi-Weekly	Police Lieutenant Superintendent, Parks Operations Recreation Superintendent Assistant Director, Finance
18	\$2,358.78	\$2,873.95	\$3,589.17 Bi-Weekly	Assistant Director, PW - Operations Manager, Human Resources Manager, Information Systems Manager, Communications
19	\$2,470.88	\$3,010.53	\$3,759.74 Bi-Weekly	Assistant Director, PW - Engineering Economic Development Director Police Captain
20	\$2,863.14	\$3,575.67	\$4,465.52 Bi-Weekly	Director, Community Development Director, Finance Director, Parks & Recreation
21	\$3,087.26	\$3,951.96	\$4,815.07 Bi-Weekly	Chief of Police Director, Public Works & Engineering
22	\$3,311.42	\$4,135.51	\$5,164.69 Bi-Weekly	Assistant City Manager

**Notes**

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 2016-2017 Adopted Step Chart

Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19
1	\$13.02	\$13.35	\$13.68	\$14.02	\$14.37	\$14.73	\$15.10	\$15.48	\$15.87	\$16.26	\$16.67	\$17.09	\$17.51	\$17.95	\$18.40	\$18.86	\$19.33		
2	\$13.72	\$14.07	\$14.42	\$14.78	\$15.15	\$15.53	\$15.92	\$16.31	\$16.72	\$17.14	\$17.57	\$18.01	\$18.46	\$18.92	\$19.39	\$19.88	\$20.37		
3	\$14.42	\$14.78	\$15.15	\$15.53	\$15.91	\$16.31	\$16.72	\$17.14	\$17.57	\$18.01	\$18.46	\$18.92	\$19.39	\$19.87	\$20.37	\$20.88	\$21.40		
4	\$15.12	\$15.50	\$15.89	\$16.28	\$16.69	\$17.11	\$17.53	\$17.97	\$18.42	\$18.88	\$19.36	\$19.84	\$20.34	\$20.84	\$21.36	\$21.90	\$22.45		
5	\$15.82	\$16.22	\$16.62	\$17.04	\$17.47	\$17.90	\$18.35	\$18.81	\$19.28	\$19.76	\$20.25	\$20.76	\$21.28	\$21.81	\$22.36	\$22.92	\$23.49		
6	\$16.53	\$16.94	\$17.36	\$17.80	\$18.24	\$18.70	\$19.16	\$19.64	\$20.14	\$20.64	\$21.15	\$21.68	\$22.23	\$22.78	\$23.35	\$23.93	\$24.53		
7	\$17.22	\$17.65	\$18.09	\$18.54	\$19.01	\$19.48	\$19.97	\$20.47	\$20.98	\$21.50	\$22.04	\$22.59	\$23.16	\$23.74	\$24.33	\$24.94	\$25.56		
8	\$17.92	\$18.37	\$18.83	\$19.30	\$19.78	\$20.28	\$20.78	\$21.30	\$21.84	\$22.38	\$22.94	\$23.51	\$24.10	\$24.70	\$25.32	\$25.96	\$26.60		
9	\$18.62	\$19.09	\$19.57	\$20.06	\$20.56	\$21.07	\$21.60	\$22.14	\$22.69	\$23.26	\$23.84	\$24.44	\$25.05	\$25.67	\$26.32	\$26.97	\$27.65		
10	\$19.33	\$19.81	\$20.31	\$20.81	\$21.33	\$21.87	\$22.41	\$22.97	\$23.55	\$24.14	\$24.74	\$25.36	\$25.99	\$26.64	\$27.31	\$27.99	\$28.69		
11	\$20.02	\$20.52	\$21.03	\$21.56	\$22.10	\$22.65	\$23.22	\$23.80	\$24.39	\$25.00	\$25.63	\$26.27	\$26.92	\$27.60	\$28.29	\$28.99	\$29.72	\$30.46	
12	\$20.73	\$21.25	\$21.78	\$22.33	\$22.88	\$23.46	\$24.04	\$24.64	\$25.26	\$25.89	\$26.54	\$27.20	\$27.88	\$28.58	\$29.29	\$30.03	\$30.78	\$31.55	
13	\$21.44	\$21.97	\$22.52	\$23.08	\$23.66	\$24.25	\$24.86	\$25.48	\$26.12	\$26.77	\$27.44	\$28.13	\$28.83	\$29.55	\$30.29	\$31.04	\$31.82	\$32.62	
14	\$1,833.30	\$1,879.14	\$1,926.12	\$1,974.27	\$2,023.62	\$2,074.22	\$2,126.07	\$2,179.22	\$2,233.70	\$2,289.55	\$2,346.78	\$2,405.45	\$2,465.59	\$2,527.23	\$2,590.41	\$2,655.17	\$2,721.55	\$2,789.59	
15	\$23.88	\$24.47	\$25.08	\$25.71	\$26.35	\$27.01	\$27.69	\$28.38	\$29.09	\$29.82	\$30.56	\$31.33	\$32.11	\$32.91	\$33.73	\$34.58	\$35.44	\$36.33	
16	\$2,022.56	\$2,073.12	\$2,124.95	\$2,178.07	\$2,232.53	\$2,289.34	\$2,345.55	\$2,404.19	\$2,464.29	\$2,525.90	\$2,589.05	\$2,653.77	\$2,720.12	\$2,788.12	\$2,857.82	\$2,929.27	\$3,002.50	\$3,077.56	
17	\$2,134.66	\$2,188.02	\$2,242.73	\$2,298.79	\$2,356.26	\$2,415.17	\$2,475.55	\$2,537.44	\$2,600.87	\$2,665.90	\$2,732.54	\$2,800.86	\$2,870.88	\$2,942.65	\$3,016.22	\$3,091.62	\$3,168.91	\$3,248.14	
18	\$2,358.78	\$2,417.75	\$2,478.20	\$2,540.15	\$2,603.65	\$2,668.75	\$2,735.46	\$2,803.85	\$2,873.95	\$2,945.80	\$3,019.44	\$3,094.93	\$3,172.30	\$3,251.61	\$3,332.90	\$3,416.22	\$3,501.63	\$3,589.17	
19	\$2,470.88	\$2,532.65	\$2,595.97	\$2,660.87	\$2,727.39	\$2,795.58	\$2,865.47	\$2,937.10	\$3,010.53	\$3,085.79	\$3,162.94	\$3,242.01	\$3,323.06	\$3,406.14	\$3,491.29	\$3,578.57	\$3,668.04	\$3,759.74	
20	\$2,863.14	\$2,934.72	\$3,008.08	\$3,083.29	\$3,160.37	\$3,239.38	\$3,320.36	\$3,403.37	\$3,488.46	\$3,575.67	\$3,665.06	\$3,756.68	\$3,850.60	\$3,946.87	\$4,045.54	\$4,146.68	\$4,250.34	\$4,356.60	\$4,465.52
21	\$3,087.26	\$3,164.44	\$3,243.55	\$3,324.64	\$3,407.76	\$3,492.95	\$3,580.28	\$3,669.78	\$3,761.53	\$3,855.57	\$3,951.96	\$4,050.75	\$4,152.02	\$4,255.82	\$4,362.22	\$4,471.28	\$4,583.06	\$4,697.63	\$4,815.07
22	\$3,311.42	\$3,394.21	\$3,479.06	\$3,566.04	\$3,655.19	\$3,746.57	\$3,840.24	\$3,936.24	\$4,034.65	\$4,135.51	\$4,238.90	\$4,344.87	\$4,453.50	\$4,564.83	\$4,678.95	\$4,795.93	\$4,915.83	\$5,038.72	\$5,164.69

**“AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, APPROVING THE FISCAL YEAR 2017 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, 2016 and ending October 31, 2017, is finally approved, adopted and appropriated by fund and the maximum amounts to be expended are as follows:

	FY 2016-2017
General Fund (01)	
Administration	1,276,609
Information Technology	477,777
Economic Development	216,857
Community Development	666,474
Engineering	408,955
Streets	863,658
Stormwater	298,684
Buildings & Grounds	303,716
Municipal Court	177,363
Finance	593,630
Police	3,961,633
Emergency Management	133,804
<b>Total Expenditures</b>	<b>\$9,379,160</b>
Transfer to Park Fund	100,000
Transfer to Park Sales Tax Fund	118,000
Transfer to Capital Sales Tax Fund	301,500
Transfer to Restricted Revenue Fund	10,000
<b>Total Transfers</b>	<b>529,500</b>
<b>Total General Fund</b>	<b>\$9,908,660</b>
<b>Park Fund (25)</b>	<b>\$1,270,904</b>
<b>General Obligation Debt (40)</b>	<b>\$1,958,353</b>
<b>Vehicle Replacement (03)</b>	<b>\$153,436</b>
Restricted Revenue (04)	
Expenditures	27,451

Transfers Out	164,000
<b>Total Restricted Revenue Fund</b>	<b>\$191,451</b>
Enterprise Fund (50)	
Water & Sewer Departments	5,204,595
Debt Service	153,525
<b>Total Expenditures</b>	<b>\$5,358,120</b>
Transfer to General Fund	771,540
Transfer to VERP Fund	98,822
Transfer to Restricted Revenue Fund	100,000
Transfer to Ent. Cap Maint Fund	364,146
<b>Total Transfers</b>	<b>\$1,334,508</b>
<b>Total Enterprise Fund</b>	<b>\$6,692,628</b>
Capital Funds (includes projects, debt service, and other operating expenditures)	
05 Building Equipment Replacement	166,000
36 Transportation	2,031,035
36.38 GO Transportation	1,640,000
37 Excise Tax	155,000
45 Capital Sales Tax	1,764,350
46 Stormwater Sales Tax	647,007
47 Parks Sales Tax	799,301
47.38 GO Parks	4,383,100
52 Water Connection	120,000
53 Sewer Connection	0
54 Enterprise Capital Maintenance	330,000
<b>Total Capital Funds</b>	<b>\$12,035,793</b>

Section 2. The funds necessary for expenditure in the budget of the City of Raymore for the Fiscal Year beginning November 1, 2016, 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 2016-17 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 10TH DAY OF OCTOBER, 2016.**

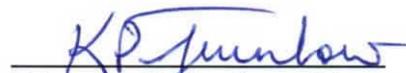
**BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 24TH DAY OF OCTOBER, 2016 BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad	Aye
Councilmember Barber	Aye
Councilmember Burke, III	Aye
Councilmember Holman	Aye
Councilmember Hubach	Aye
Councilmember Kellogg	Aye
Councilmember Moorhead	Aye
Councilmember Seimears	Aye

ATTEST:

  
Jean Woerner, City Clerk

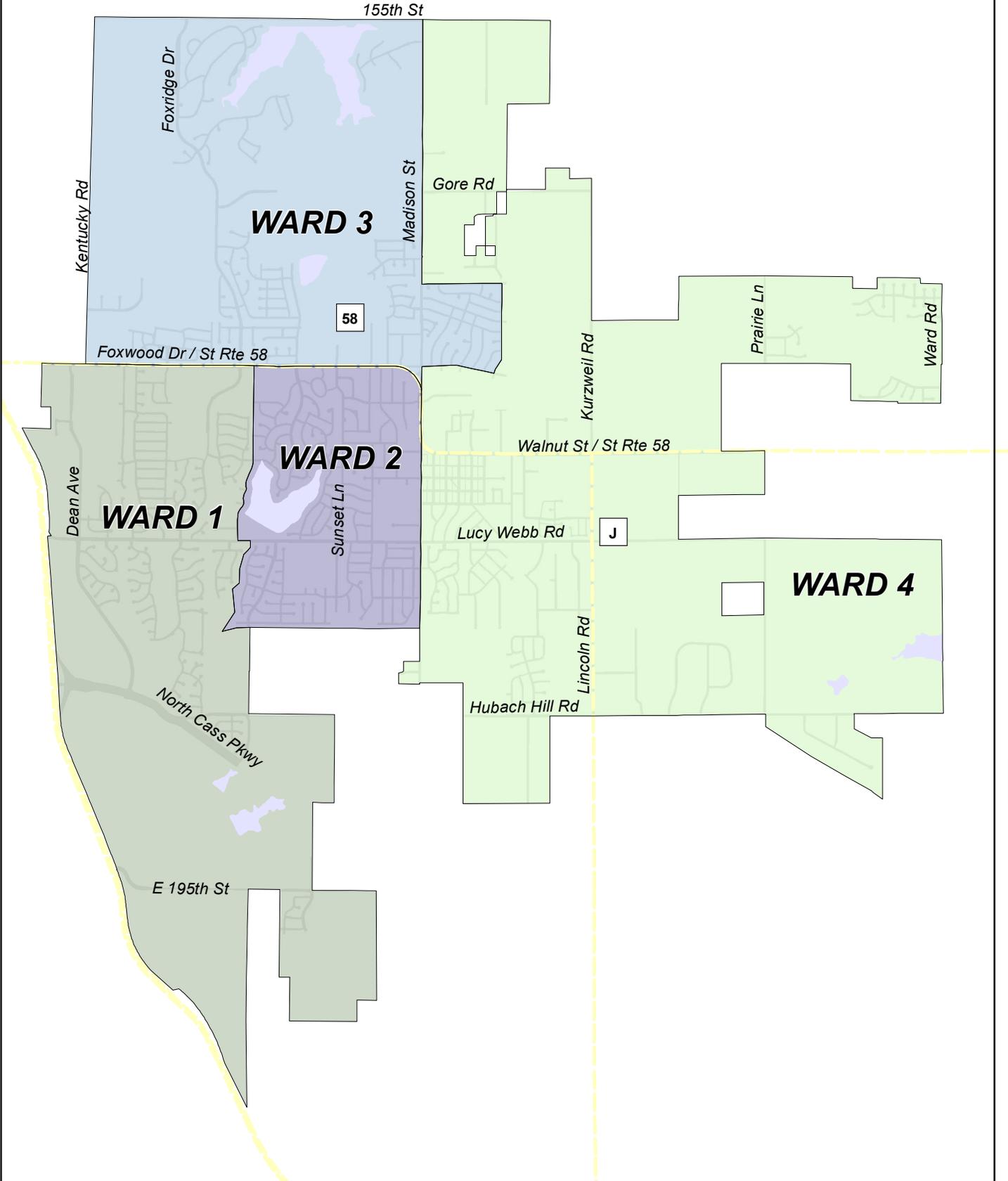
APPROVE:

  
Kristofer P. Turnbow, Mayor

10-26-2016  
Date of Signature

# Ward Boundary Map

Approved by Bill 2687  
Effective July 25, 2011



# 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.





# Strategic Planning Initiative: Summary Report

City of Raymore, Missouri  
March 21, 2016

Prepared by

KU Public Management Center  
University of Kansas School of Public Affairs and Administration



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## Executive Summary

In the Spring of 2015 the City Council and City Manager of the City of Raymore, Missouri initiated a strategic planning process to identify strategic priorities and goals to guide decision-making for the City of Raymore over the next several years. The strategic planning initiative began with a Council retreat and a work session designed to capture the primary themes the Council felt needed to be addressed through the strategic planning process. The KU Public Management Center was selected through an RFP process to facilitate a three-phase strategic planning initiative. The outcomes generated from each phase are as follows:

### City Council Planning

- Work session held on December 21, 2015 to finalize Council Themes originated at the August 17, 2015 council retreat facilitated by John Nalbandian.
- Council members established expectations and selected dates for three Community Conversations to be held in February 2016.
- A Focus Group was convened on January 21, 2016 at Park House in Recreation Park. Nine community participants provided feedback on the design and content of the Community Conversations.

### Community Conversations

- 3 Community Conversations held at Eagle Glen Intermediate School
- February 1 (135 community members plus approximately 40 staff and 6 facilitators)
- February 16 (120 community members plus approximately 30 staff and 5 facilitators)
- February 29, 2016 (96 community members plus approximately 25 staff and 5 facilitators)

Upon completion of the Community Conversations, the facilitation team analyzed the results and produced the following set of recommendations:

## Recommendations

### **1. Establish a Focus and Organizational Structure for the Strategic Plan that Integrates the City Council's Six Themes into Four Strategic Focus Areas, each with Five Goals**

- *Strategic Focus Area 1: Community Identity and Connections*
- *Strategic Focus Area 2: Safe, Well-Designed and Beautiful Places*
- *Strategic Focus Area 3: Business Development and Jobs*
- *Strategic Focus Area 4: High-Performing Organization*

### **2. Marking Progress on the Strategic Plan**

- *Develop an Implementation Plan with Staff.*
- *Establish a Schedule for Formal Review of Progress.*
- *Develop a Communications Plan to Provide Updates to the Community.*

### **3. Citizen Engagement**

- *In addition to regular updates, identify specific opportunities for additional citizen input as the plan is implemented.*
- *Make explicit to the community existing opportunities for citizen engagement.*

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# Strategic Planning Initiative: Design and Background

## Project Background

In early 2015, Raymore City Manager Jim Feuerborn reached out to Dr. John Nalbandian at the KU School of Public Affairs and Administration to discuss Mr. Feuerborn's desire to engage the City Council and community in a strategic planning process.

Dr. Nalbandian proposed a process wherein a facilitated Council meeting would generate some broad themes that capture the dreams and fears that they feel resonate through their conversations with citizens. These themes should also reflect what Council members feel is important in the results from the Citizen Survey.

From here, the themes would be used to shape a community engagement process that would include meetings with citizens.

Over the following months, Raymore wrote and issued an RFP around these concepts to select a provider to lead the process. On November 9, 2015, the City signed a contract with the KU Public Management Center to partner to design and implement a 21<sup>st</sup> Century Strategic Planning Initiative called Reimagine Raymore.

## 21<sup>st</sup> Century Strategic Planning Initiative

The KU Public Management Center partnered with the City of Raymore to design and implement a 21<sup>st</sup> Century Strategic Planning Initiative to engage the citizens of Raymore in meaningful conversations to produce ideas and identify priorities for the future of Raymore. Specifically, the KU PMC leveraged its expertise in local government and strategic facilitation to convene a large group of interested citizens to provide input and feedback to Council generated themes to help **Reimagine Raymore** and begin to create the future the City Council envisions for Raymore.

The Strategic Planning Initiative included three phases:

### Phase I: Recruit

During Phase I the Facilitators consulted with the following major stakeholders to develop strategic theme areas to be addressed:

- City Council to determine the focus areas and scope of the Community Engagement portion of the Initiative;
- Prior Council planning exercises were incorporated including the August 17, 2015 retreat with John Nalbandian.

- Council input was solicited to determine key community stakeholders.
- City Manager and Department Heads were asked to identify salient inputs for design purposes and administratively sustainable inputs relative to the Council-generated themes and focus areas. Staff input was solicited to determine key community stakeholders, consider lesser-represented stakeholders and identify optimal outreach efforts.
- A focus group was convened on January 21, 2016 with a representative set of community leaders and key stakeholder groups to inform the process and means of engagement.
- City Council themes were discussed and finalized at a Council Work Session on January 21, 2016.

## Phase II: Engage

During Phase II the Facilitators led a series of three Community Conversations held at the Eagle Glen Intermediate School in Raymore as follows:

- A Community Conversation on February 1, 2016 which engaged 135 community members plus approximately 40 staff and 6 facilitators to discuss community reactions to City Council themes.
- A second Community Conversation on February 16 which engaged 120 community members plus approximately 30 staff and 5 facilitators.
- A third Community Conversation on February 29, 2016 which engaged 96 community members plus approximately 25 staff and 5 facilitators.

21<sup>st</sup> Century Town Hall Meeting technology was used by the facilitators during the first two Community Conversations. The technology allowed participants to provide direct input on Council-generated themes, see the common themes generated by the large group discussions, and then vote in real-time to help determine priorities for Council consideration. The Facilitators used iClicker technology at each of the three events to enable each participant to have a remote control-like voting device to actively participate in voting and priority setting. The Facilitators partnered with *Covision* to facilitate the first two Community Conversations using networked iPads at each of a series of round tables rather than traditional flip charts. A “Theme Team” of facilitators synthesized discussion notes from each roundtable iPad and then produced PowerPoint slides in real-time of common themes shared by the full group. Participants then had an opportunity to reflect and vote on their priority goals for each theme. The Covision technology also produced summary reports from the first two Community Conversations including full transcripts of all discussion notes.

## Phase III: Summarize

During Phase III the Facilitators summarized all discussions for the purpose of informing City Council strategic planning, goal-setting and prioritizations. The summary includes:

- Written summaries of the Town Hall Meeting, follow-up sessions and related discussions. iPad discussion notes, “Theme Team” PowerPoints and iClicker voting results referenced in the summary.
- Recommendations for a structural framework for the City Council’s strategic plan. The framework includes recommended focus areas and broad goals to address each of the City Council’s original six themes.
- A presentation by the Facilitators to the City Council and Senior Staff of a summary report of the Strategic Planning Initiative to inform the City Council of its options for future course of action.

### **Alignment of Community Conversations with Growth Management Plan**

We also compared data from the three community conversations that occurred during this Reimagine Raymore process with information from the city’s citizen survey and growth management plan. In assessing the City of Raymore 2015 DirectionFinder© Survey, the most recent citizen survey conducted by ETC Institute and the 2013 Growth Management Plan, we find significant alignment with the sentiments expressed during the three Reimagine Raymore community conversations. Specifically, while citizens surveyed by ETC found the community to be safe and were generally satisfied with services, the results did show that citizens were looking for more amenities from the community, that is, they wanted more “there” there. This same sentiment was clear in the three community conversations. The Growth Management Plan (GMP) adopted in 2013, likewise shows common themes with the recent community conversations. For example, many of the greatest strengths cited in the GMP (proximity to metro; school district; small suburban community feel) were also referenced as strengths during the community conversations. Likewise, some of the greatest weaknesses identified in the GMP process (job opportunities, convenient entertainment options/venues, and convenient commercial/retail options) were areas where residents made many recommendations for specific improvements during the Reimagine Raymore conversations. Similarly, many recommendations from the Community Conversation mirror some of the goals identified in the GMP.

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# City Council Themes

The following themes were developed by the Raymore City Council in the Fall of 2015 to provide a foundation for the Community Conversations and the strategic planning initiative. The community was asked to provide feedback on each of the six major themes through a series of facilitated discussions.

## **2015 Raymore City Council Strategic Planning Themes**

- Develop an identity
  - A place to come back to
  - Culture and art
- Community Connections
  - People know and care about each other
  - Generational diversity
  - Activities and Events
- Safety
- Natural Spaces
  - Parks and Trails
  - Recreation
  - Beautification
- Good Planning
  - Cohesive growth and development
  - Well-maintained infrastructure
  - Opportunity to prosper
  - Organizational Health
  - Participation
- Business Community
  - Diverse and prosperous
  - Shopping and jobs

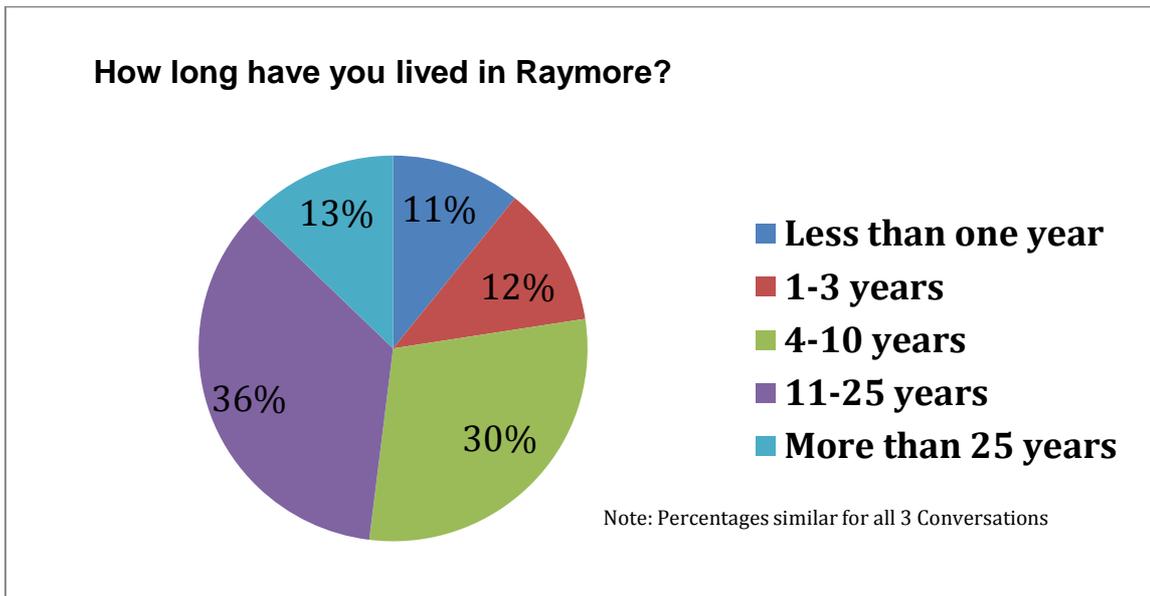
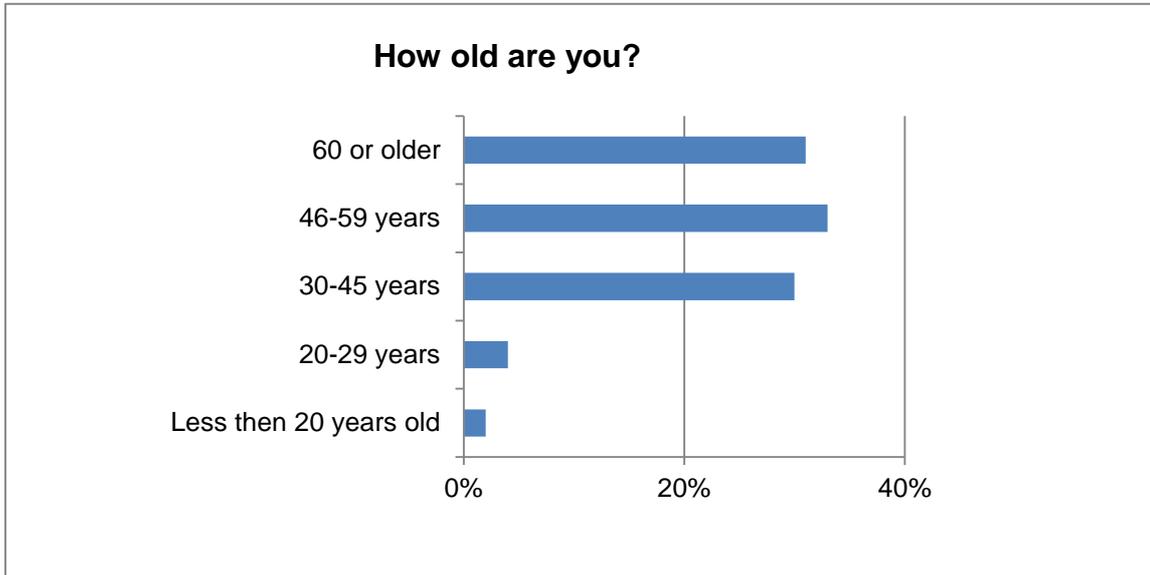
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# Community Conversations: Summary

The following information is a summary of data from the three Community Conversations including iPad discussion data and iClicker demographics data.

## Participants:

- Community Conversation #1: 135 community members plus approximately 40 staff and 6 facilitators
- Community Conversation #2: 120 community members plus approximately 30 staff and 5 facilitators
- Community Conversation #3: 96 community members plus approximately 25 staff and 5 facilitators
- 51 community members attended all 3 Community Conversations
- Approximately 215 unique participants
- 54% Male, 46% Female



The questions and response data on the next several pages are taken from Community Conversation #1 and Community Conversation #2:

# Community Identity and Connections

What do we want to be known for? (Community Conversation #1 question and themed responses)

- Safe and friendly, great schools, parks and green space, sense of community, “Great place to raise a family”, small town feel and charm, great restaurants, arts and entertainment; being prepared for and planning for growth, innovation, business growth, economic opportunity

What specifically can Raymore do to more clearly identify itself? (Community Conversation #2 question and themed responses)

Item (listed in rank order based upon participant’s top three choices)
Establish a town center/downtown/main street
Create a community center for events and gathering
Beautify the town with trees, gardens landscaping and sculptures
Re-brand Raymore - create a motto, logo, vision, etc.
Have signage coming into town that articulates our image (hanging banners, signs)
Signs that identify Raymore along I49 and M58 - to high light what makes Raymore distinct from other communities
Keep "Garden Spot" branding and own it! (create more gardens)

What does it mean to be connected to one another as a community? (Conversation #1 question and themed responses)

- Neighbors; Know our neighbors
- Central place and activities to get together and cross paths (churches, the trail system, our neighborhoods, shops, Zumba class, Farmers Market, 4th of July)
- People are **friendly** with each other (offer to help, shovel snow, know names);
- **Open communication:** Easy access to government (people and information), like the City Review, Facebook, Twitter
- Respect across differences (age, religion, ethnicity)

## What kinds of events, activities or supports can the City offer to enhance community connections?

(Conversation #2 question and themed responses)

<b>Item (listed in rank order based upon participant's top three choices)</b>
Create a Community center and or amphitheater to host events
Host community events - outdoor movies, concerts in parks, summer festival, holiday events, Raymore parade)
Have more restaurant options in town
Create garden spots and more walking trails
Create activities for children and families
Host athletic themed events
City support and promote more block parties
Create hangout spots for youth
Enhance the website to promote more community events

## Good Design, Beautiful and Safe Places

What do we need to have in place to be safe and feel safe? (Conversation #1 question and themed responses)

Item
Good lighting in neighborhoods and parks
Strong police and fire departments; adequate numbers & training
Police involvement in the community and schools; police not just enforcers
Neighbors knowing each other and helping each other; Neighborhood watch
Well-maintained properties
Good response time for emergencies
Community storm shelters and emergency warning systems
Participate in citizen police academy

What is important to you when you think of parks, trails and beautiful places? (Conversation #1 question and themed responses)

- Connectivity - parks and trails connect to one another and neighborhoods, safe, more enhanced amenities (splash park, amphitheater, ice skating rink),
- well maintained public spaces, easily accessible, dog park, basic amenities (benches, restrooms, shade trees, playgrounds),
- preserve uncluttered natural spaces,
- more athletic fields (baseball, soccer, basketball) and public art (sculptures, signage, "Welcome to Raymore")

## What specifically can we do to make the design of our public spaces, parks and trails more desirable and attractive? (Conversation #2 question and themed responses)

Item (listed in rank order based upon participant's top three choices)
Have sufficient funding to maintain our parks, have them in good repair, use weather resistant materials, keep them clean
Make trails, more accessible at all times of day (better lighting at night). Have parking available at trail heads
Have multiple options for recreation in our parks (rope playground, parent child swing, community garden, fishing space, zip line, dog park)
Have clearly marked trails with signs that identify where trails; that they belong to the whole city
Make alternate modes of transportation welcome in the park. Encouraging bikers and walking to promote community connection
Signage that designates a bike route between all parks and green spaces

## What should we pay attention to as we plan for the growth and design of our community? (Conversation #1 question and themed responses)

Item (listed in rank order based upon participant's top three choices)
Provide and maintain adequate infrastructure to guide growth
Be strategic about types of businesses recruited
Manage traffic flow
Plan for a "community for all ages", consider demographics
Manage expansion and growth
Provide a balance between residential and commercial
Provide separation between land uses (commercial and residential); more spaces between businesses and homes
Maintain community identity

## Business Development and Jobs

What do we envision for a thriving business community that has shops, jobs and opportunities?

(Conversation #1 question and themed responses)

Item (listed in rank order based upon participant's top three choices)
An area with a Main Street feel (central walkable, intentional, quaint, mix of residential and business)
Attract light industrial, manufacturing and technology companies
Improve the look and feel of existing strip malls
Use incentives responsibly to attract business
More sit down restaurants
Variety of jobs beyond retail, both White Collar and Blue Collar
Family oriented businesses (places for kids to have fun e.g. indoor activity center)
Locally owned, Mom & Pop stores

What specific types of businesses do we expect and need to have in Raymore?

(Conversation #2 question and themed responses)

Item (listed in rank order based upon participant's top three choices)
Restaurants (Sit down, High end, dinner theater, "personality")
Technology Companies
Light industrial
Retail Diverse (Mom & Pop, Unique, etc.)
Family/Youth Entertainment
Home Stores (Cosco, Kirklands, Bed Bath & Beyond, Michaels)
Google Fiber
Healthcare
Retail Clothing

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## What kinds of jobs do we want to have in Raymore?

(Conversation #2 question and themed responses)

<b>Item (listed in rank order based upon participant's top three choices)</b>
Technology industry
White collar and professional jobs (lawyers, engineering, accounting, etc)
Blue collar jobs (Plumbing, electricians, etc.)
Medical and Healthcare jobs (Imaging, doctors, doctor's office, therapy)
Service industry
Retail jobs ("Retail outlets for young people jobs")

## Vote: Overall

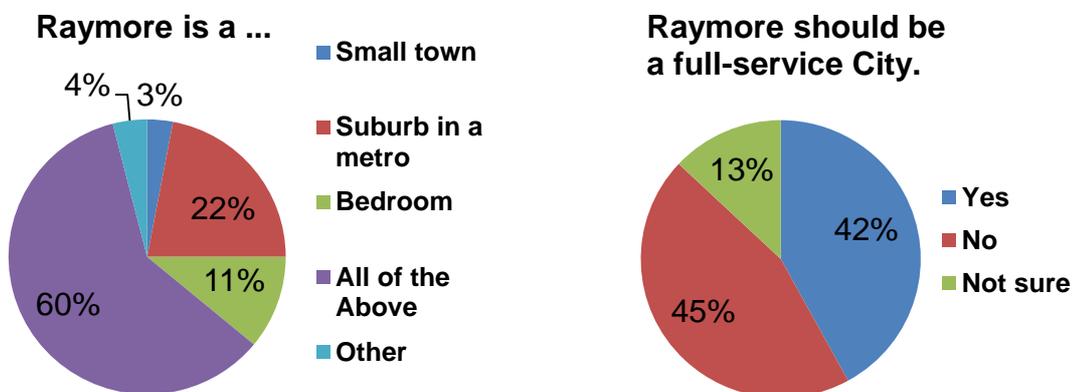
Please place a check by the 4 overall ideas you think are most important for Raymore.

*(Compiled from themed responses recorded at Community Conversation #2)*

Item (listed in rank order based upon participant's top four choices)
Have sufficient funding to maintain our parks, have them in good repair, use weather resistant materials, keep them clean
Restaurants (Sit down, High end, dinner theater, "personality")
Establish a town center/downtown/main street
Technology Companies & Light Industrial
Create a community center for events and or amphitheater to host events
Host community events - outdoor movies, concerts in parks, summer festival, holiday events, Raymore parade)
Police role: involvement with neighborhoods, youth & schools; use ATVs on trails, use bikes
Make trails, more accessible at all times of day (better lighting at night). Have parking available at trail heads
White collar and professional jobs (lawyers, engineering, accounting, etc)
Neighborhoods & Neighbors: Neighborhood watch; neighbors knowing neighbors; city-sanctioned block events
Technology industry Jobs

## Community Conversation #3

At the beginning of Community Conversation #3 we summarized feedback and priorities identified in Community Conversations #1 and #2. In prior conversations the topic of a downtown, main street feel or town center surfaced a number of times. The topic came up in response to both identity and community connections, and business development and jobs. Our focus of the third meeting was to understand the “why” underneath those responses. We asked some core questions about community identity to begin the discussion:



These responses provide some insight into how residents view Raymore. The majority of respondents identify Raymore as a combination of a small town, a suburb in a metro community and a bedroom community. This is helpful to understand as the City considers specific types of development. Residents were equally split on the question of Raymore being a full-service City, which suggests a significant difference in what people expect to find and not in Raymore (i.e shopping, jobs, restaurants, etc.)

We then explored why people articulated that it was important to have a downtown/town center and what they hoped to accomplish. Residents articulated a desire for connectivity, social connections, a gathering place and a sense of community identity. The other theme had to do with keeping dollars in Raymore and attracting more dollars from outside the community.

**Why is it important to you that we have a downtown/town center? What do you hope to accomplish by having such a place?** (Conversation #3 question and themed responses)

- Connectivity, Social connections
- Gathering place (safe, walkable)
- Identity, Sense of community
- Keep money in Raymore
- Magnet for the area, destination place
- Bring more money in to Raymore, strengthen tax base
- Mixed use development

**Are there other or better ways to achieve this same effect?** (Conversation #3 question and themed responses)

- Develop what we already have
- Build out around Municipal Circle
- Build out around North Cass Parkway or along 58
- Redevelop Williwind
- A new downtown is not feasible

## Why do we need to focus on bringing more restaurants to Raymore? (Conversation #3 question and themed responses)

- Keep money in Raymore
- Create reason/destination for people to come to Raymore
- Have more choices
- Something to do for a night out

## What type of restaurants are our top priority to attract? (Conversation #3 question and themed responses)

- Family-style
- Place with large meeting rooms
- Sit-down
- Bar and Grill

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## Recommendations:

The Council and City Manager requested a list of recommendations based upon community conversation feedback and an analysis of the results.

### Recommendation 1:

**Establish a Focus and Organizational Structure for the Strategic Plan that Integrates the City Council Six Themes into Four Strategic focus areas, each with Five Goals:**

- **Strategic Focus Area 1:** Community Identity and Connections
- **Strategic Focus Area 2:** Safe, Well-Designed and Beautiful Places
- **Strategic Focus Area 3:** Business Development and Jobs
- **Strategic Focus Area 4:** High-Performing Organization

This recommendation builds on the original six themes identified by the City Council which served as a framework for the citizen dialogues. After reviewing the citizen input, the interrelationships between many of the themes became apparent. Taking these interrelationships into account, this recommendation streamlines the six themes into four Strategic Focus Areas. We recommend the use of four strategic focus areas for the following reasons:

- Using four themes enhances the ability to communicate effectively with the citizenry about the Strategic Plan;
- Using these four themes allows balance among goals; and
- Using these four themes detaches the direct link to organizational units; breaking down silos can build greater ownership from all city staff.

The following chart depicts the alignment between the Council's initial six themes and the recommended four Strategic Focus Areas.

#### Alignment of Council Themes with Recommended Strategic Focus Areas

<b>COUNCIL THEMES</b>	<b>Strategic Focus Area 1: Community Identity and Connections</b>	<b>Strategic Focus Area 2: Safe, Well-Designed and Beautiful Places</b>	<b>Strategic Focus Area 3: Business Development and Jobs</b>	<b>Strategic Focus Area 4: High-Performing Organization</b>
<b>Develop An Identity</b>	✓	✓		
<b>Community Connections</b>	✓	✓	✓	
<b>Safety</b>		✓		
<b>Natural Spaces</b>		✓		
<b>Good Planning</b>		✓	✓	✓
<b>Business Community</b>			✓	

One identified Strategic Focus Area deserves some particular discussion in these recommendations -- Strategic Focus Area 4: High-Performing Organization. While internal operations were not discussed in a significant way during the citizen engagement phase of this project, organizational health was referenced by the Council. The ability to make the strategic plan a tactical reality will rest in large part on an organization that is functioning effectively at a high level of performance. Including this as a particular Strategic Focus Area will allow the Council to be cognizant of the importance of internal functions and staff performance.

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## Strategic Focus Areas and Recommended Goals

For each Strategic Focus area, five goals are recommended. The goals are articulated at a high-level, and can serve as a framework within which specific objectives and accompanying action plans can be established by staff. The goals are intentionally broad, allowing them to remain relevant even as specific objectives and action plans are completed.

The following pages summarize the goals we recommend for each Strategic Focus Area. A summary table follows at the end of all of the recommendations.

### Strategic Focus Area 1: Community Identity and Connections

*Residents value the small-town feel of Raymore and generally recognize Raymore as a combination of a small-town, suburb and bedroom community within a metropolitan region. To that end, residents desire a more recognizable identity for their City as well as greater opportunities to connect with each other to strengthen their sense of community.*

#### Goals:

- Develop a compelling community identity and brand.
- Enhance first impressions of the community.
- Foster opportunities for all citizens to feel valued and connected within the Raymore community.
- Promote and develop signature social and cultural events and attractions.
- Actively promote opportunities for citizen engagement in city programs and planning efforts.

### Strategic Focus Area 2: Safe, Well-Designed and Beautiful Places

*Residents value Raymore as a safe and attractive community. To preserve that which is important to them, residents desire planning and growth strategies which emphasize safety, beautification of public spaces, sound infrastructure and a thoughtful evaluation process to ensure these values are preserved.*

#### Goals:

- Retain a focus on safety for residents and visitors.
- Maintain attractive and safe parks and natural spaces.
- Develop programs and amenities to meet the diverse needs of the entire community.

- Provide and maintain cost-effective, reliable and high quality infrastructure that complements the city's identity.
- Evaluate and plan for cohesive growth and development.

### **Strategic Focus Area 3: Business Development and Jobs**

*Residents value the need for a vibrant economy, good jobs and a thriving business community. To that end, residents desire thoughtful strategies to attract, grow and retain businesses and jobs in Raymore which are consistent with the needs and interests of the community.*

#### **Goals:**

- Target specific sites for business development and redevelopment.
- Focus business recruitment strategies on opportunities that align with community priorities.
- Align job recruitment strategies with market and community needs.
- Explore business retention and entrepreneurial support efforts to encourage businesses to locate or remain in Raymore.
- Cultivate a climate for prosperous growth and development.

### **Strategic Focus Area 4: High-Performing Organizations**

*Council members, staff and community residents appreciate the need for good performance to achieve the desired strategic goals in an efficient and cost-effective manner. To that end, stakeholders expect from this process thoughtful implementation, routine progress updates and financial discipline to ensure quality customer service and steady progress.*

#### **Goals:**

- Deliver high-quality customer service to the public and employees.
- Foster constructive dialogue among Council, staff and community to define priorities and expectations.
- Recruit, develop and retain skilled employees.
- Ensure fiscal discipline and good stewardship of public resources.
- Develop and execute implementation and communication plans for the strategic plan.

**Recommendation 2:****Marking Progress on the Strategic Plan**

In order to ensure that progress continues on the strategic plan, and that movement forward is noted and communicated, we recommend the following:

- Develop an Implementation Plan with Staff;
- Establish a Schedule for Formal Review of Progress; and
- Develop a Communications Plan to Provide Updates to the Community.

**Recommendation 3:****Citizen Engagement**

The Council exhibited great leadership in conducting the extensive citizen engagement sessions. The conversations were well-attended and well-received by the Raymore citizenry. As a result, there are now heightened expectations concerning opportunities for engagement and the use of community input. As a result, we recommend:

- In addition to regular updates, identify specific opportunities for additional citizen input as the plan is implemented; and
- Make explicit to the community existing opportunities for citizen engagement.

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# Strategic Plan Framework:

## **Strategic Focus Area 1: Community Identity and Connections**

### **Goals:**

- Develop a compelling community identity and brand
- Enhance first impressions of the community
- Foster opportunities for all citizens to feel valued and connected within the Raymore community
- Promote and develop signature social and cultural events and attractions
- Actively promote opportunities for citizen engagement in city programs and planning efforts

## **Strategic Focus Area 2: Safe, Well-Designed and Beautiful Places**

### **Goals:**

- Retain a focus on safety for residents and visitors
- Maintain attractive and safe parks and natural spaces
- Develop programs and amenities to meet the diverse needs of the entire community
- Provide and maintain cost-effective, reliable and high quality infrastructure that complements the city's identity
- Evaluate and plan for cohesive growth and development

## **Strategic Focus Area 3: Business Development and Jobs**

### **Goals:**

- Target specific sites for business development and redevelopment
- Focus business recruitment strategies on opportunities that align with community priorities
- Align job recruitment strategies with market and community needs
- Explore business retention and entrepreneurial support efforts to encourage businesses to locate or remain in Raymore
- Cultivate a climate for prosperous growth and development

## **Strategic Focus Area 4: High-Performing Organization**

### **Goals:**

- Deliver high-quality customer service to the public and employees
- Foster constructive dialogue among Council, staff and community to define priorities and expectations
- Recruit, develop and retain skilled employees
- Ensure fiscal discipline and good stewardship of public resources
- Develop and execute implementation and communication plans for the strategic plan

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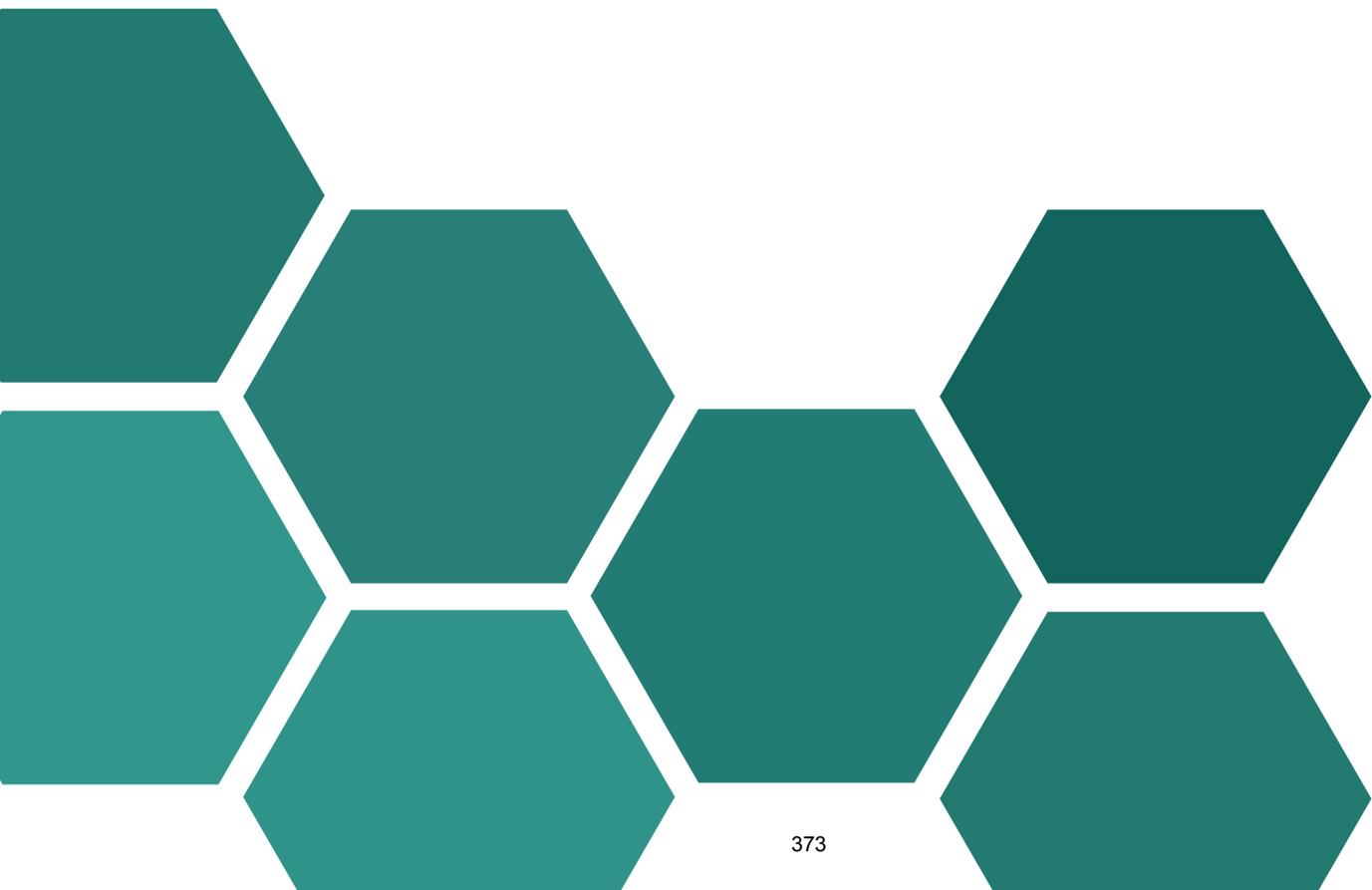
## Headlines

What do you want to print in tomorrow's headlines about these Community Conversations that explains your excitement for the future of the City of Raymore?

*(Select responses recorded at Community Conversations #2 and #3)*

- 002 Raymore Reimagined
- 003 look what Raymore is doing now.
- 005 Community Looking to the Future
- 006 We "Have" reimagined Raymore
- 007 RAYMORE PARTNERS WITH ITS CITIZENS TO REINVENT IMAGINE
- 009 Raymore is the City to Watch
- 010 Bright future ahead for Raymore
- 011 Raymore Embracing It's Future
- 012 WERE ON THE MOVE WATCH US GROW!
- 013 Raymore has arrived!!
- 014 Raymore attracts more business than it can handle!
- 018 Watch Raymore Develop
- 021 YOU CANT STOP RAYMORE..YOU CAN ONLY CONTAIN IT.
- 022 Raymore Cares!
- 024 Community comes together for collaborate approach on future of city.
- 027 Democracy in action!
- 028 Raymore asks citizens what they want & city listens & acts.
- 030 Raymore is the place to be known as the place you REALLY want to live
- 031 RAYMORE MAKES HISTORY!!!!!!
- 034 City open to Citizen's ideas!!!
- 037 Raymore embraces change
- 039 Raymore partners with it's citizens to reinvent it's image
- 040 an enthusiastic crowd enjoyed planning to shape Raymore's future.

# BUDGET GLOSSARY





**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)**

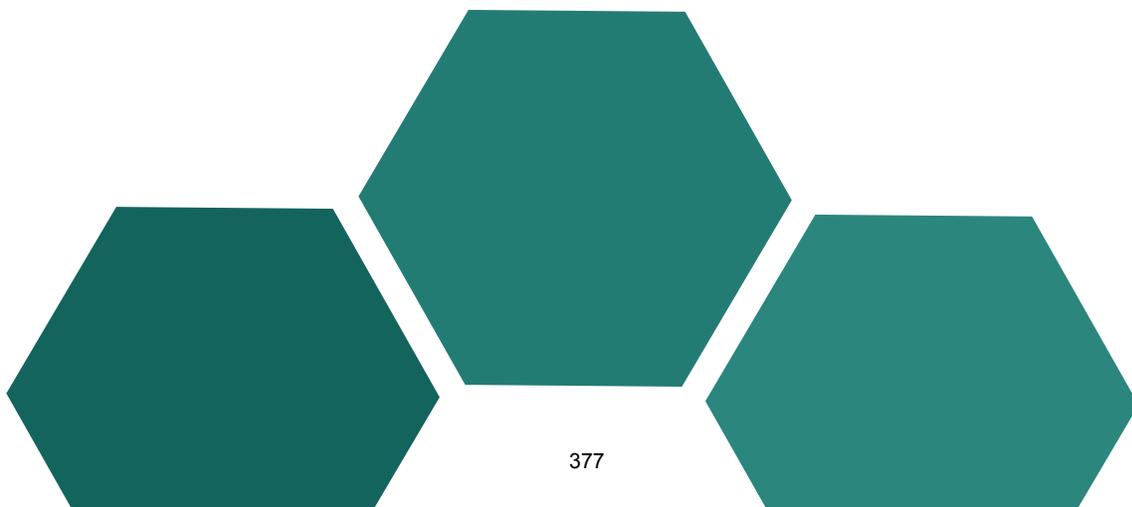
- A Community Improvement District may be either a political subdivision or a not-for-profit corporation. CID's are organized for the purpose of financing a wide range of public-use facilities and establishing and managing policies and public services relative to the needs of the district.

**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.