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2016

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# BUDGET



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FINANCE DEPARTMENT  
CITY OF BRANSON

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# SECTION 1



2016

**BUDGET**



# FINANCE DIRECTOR'S NOTE

JAMIE ROUCH

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As the Finance Director of the City of Branson, I am pleased to present the proposed 2016 budget. It is especially exciting that the City of Branson is the first organization in the state of Missouri to implement the priority based budgeting process. The time, effort and support from the Board of Aldermen, Mayor Karen Best and City Administrator Bill Malinen was vital to the success of this process.

The budget this year was a combined effort from all departments to implement Priority Based Budgeting and to focus on reaching the goals of our community. We have started to utilize the Resource Alignment Diagnostic Tool, which portrays the connection between the programs we provide and the results we are all striving to achieve. This report will provide each one of our goals for our community and show how our proposed FY2016 is moving towards reaching those goals.

Community  
Character

Parks, Open  
Space &  
Recreation

Land Use

Transportation

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Community  
Needs:  
Arts, Culture &  
Education

Community  
Needs:  
Safety, Health &  
Socio-Economic

Tourism

Good  
Governance

Infrastructure  
&  
Environment

Economic  
Development

# ASSUMPTIONS FOR FY2015 PROJECTIONS

## 01. SALES TAX

Sales tax all funds

- Actuals through July 2015
  - August through December are kept flat to 2014
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## 02. YEAR-END PROJECTIONS

All departments have completed 2015 year-end projections

## 03. PERSONNEL

Merit increase for 2015 budget - 2.05%

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## 04. ADDITIONAL PERSONNEL CHANGES

HR restructure to provide for additional focus on risk management. This will create the need for an Office Assistant II as duties will be shifted throughout the department.

# FY2016 BUDGET

Total 2016 Budgeted Expenditures

\$78,709,327

# GENERAL FUND

## *FY2016 BUDGET*

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### 26% RESERVE

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- FY16 - Market Adjustment at 2%
- FY16 - Raises average at 3%
- FY16 - Sales Tax Increase 1 %  
(conservative)
- FY16 - Legal Expenditures at  
\$150,000
- FY16 - Social Service Agencies  
\$60,000
- FY16 - Housing Authority  
\$10,000

### **New Positions Include:**

- 3 Police
- 1 Fire
- Part-time Maintenance  
Worker - Recycle Shop
- Communication Specialist
- Attorney
- Parks and Rec - Maintenance  
Worker I

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### 20% RESERVE

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#### INCLUDING ITEMS:

- FY16 - Capital \$702,500
- FY16 - One Time  
Expenditures of \$363,502

## *FY2017 BUDGET*

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### BALANCED ON ASSUMPTIONS:

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- 1% Revenue increase
- 3% Total wage increase
- 1% Expenditure increase

## *FY2018 - 2020*

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### BALANCED ONLY WITH:

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- 1% Revenue increase
- No expenditure increase

# TRANSPORTATION FUND

## *FY2016 BUDGET*

- FY16 Market Adjustment at 2%
- FY16 Raises average at 3%
- FY16 Sales Tax increase 1%
- FY16 Capital \$344,500

### **New Positions Include:**

- MS4 Coordinator
- Storm-water Technician
- Office Assistant II
- Street Maintenance Worker

# TOURISM FUND

## *FY2016 BUDGET*

- FY16 Sales tax increase at 1%
- FY16 CID at 1%
- FY16 Bond Proceeds \$10 million
- FY16 Capital \$17,503,972

- Capital for Spirit of 76 Project - \$12,519,972
- Water/Sewer Capital \$846,000
- Downtown Project \$4,000,000

# WATER/SEWER FUND

## *FY2016 BUDGET*

- FY16 Market adjustment at 2%
- FY16 Raises average 3%
- FY16 Operational Capital \$1,122,000
  - Equipment \$463,000
  - CIP \$659,000

### **New Positions Include:**

- Electrician
- Plant Operator Trainee
- Add Pay-Supervisor



# COMMUNITY CHARACTER

## 1 DOWNTOWN REVITALIZATION

Create more opportunities for outdoor dining

Enhance festival and gathering spaces

Improve and add public restrooms

Find ways to make Main Street more pedestrian friendly

Enhance gateways into downtown

Increase economic viability

## 2 SPIRIT OF 76

Create a pedestrian-friendly and interactive experience along 76 Country Boulevard

Enhance the 76 Corridor with a cohesive, attractive & distinguishing landscape

Create a distinguishing landscape and identifying elements that project community values

## 3 NEIGHBORHOOD GRANTS

The amount proposed for neighborhood grants will increase to \$10,000 for the 2016 Fiscal Year

2016 proposed amount is double the 2015 budgeted amount

The City strives to encourage community character and beautification of our neighborhoods

# PARKS, OPEN SPACE & RECREATION

NEW Maintenance Worker I position to promote visual attractiveness, increase trail maintenance and provide additional staffing for tournament growth.

Restructuring staffing within Parks Department to create a new position of Community Center Director to better meet the needs of seniors in our area.

Continue to connect community destinations and provide safe, alternative travel options for pedestrians and cyclists. FY2016 proposed budget for trail expansion is \$65,000.

Continue to invest in the maintenance of public parks: ball fields, tennis courts, park facilities

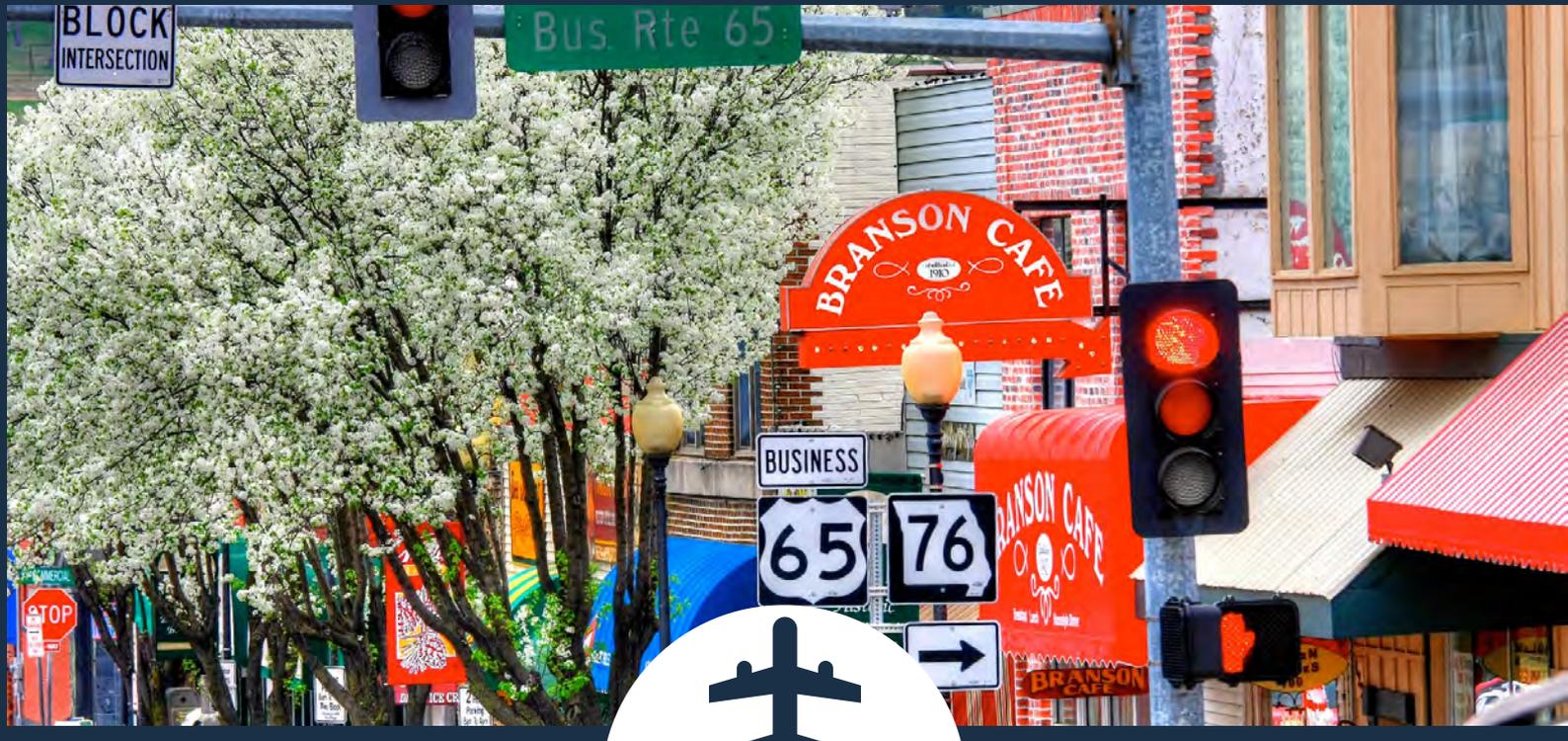




# LAND USE



The City will continue to encourage redevelopment and building re-use opportunities that will increase economic activity. Several redevelopment opportunities exist and will be underway in 2016. Continued redevelopment will continue along Highway 76 and the Downtown areas as streetscape projects are underway and completed.



# TRANSPORTATION

The City will begin Phase 1 of the Highway 76 Complete Streets Project at the end of 2015. Though the project will be completed over a multi-year period, the ultimate benefit to the City will be a complete streets project that will make the City more pedestrian friendly, improve traffic flow and provide a source of public transportation.

Proposing the continued support of the operations at M. Graham Clark Airport





# COMMUNITY NEEDS

## ARTS, CULTURE & EDUCATION

New position in Parks Department for Community Center Director

Continuing to partner with Branson Schools to offer two school  
resource officers

The Police Department offers an active shooter drill for the Branson School District  
New position in Administration for Communication Specialist  
New position in Administration for Communication Specialist





# COMMUNITY NEEDS

## SAFETY, HEALTH & SOCIO-ECONOMIC

BPD strives to focus on community policing through educating problem solvers at the street level - 2 new police positions to assist in promoting better hotel/motel relations

The Fire Department will be replacing a 21-year-old fire engine in 2016. This commitment to safety provides a safe & reliable fire apparatus to respond not only to fires, but is also designed & equipped to respond to medical emergencies, vehicle accidents & other technical rescues

In 2016, PBB will support a program to replace 1/3 of firefighter bunker gear each year, reducing the risk of our firefighters being exposed to harmful products of combustion & focuses on their health and wellness.





# ECONOMIC DEVELOPMENT

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CONTINUE PARTNERSHIPS WITH  
BLACC/CVB AND TANEY COUNTY  
PARTNERSHIP TO PROMOTE  
DEVELOPMENT WITHIN THE CITY

Define the appropriate tax incentives that will encourage the desired development to occur in specific, identified locations

Support the healthcare industry and explore medical tourism a community economic engine

Coordinate land use policies with economic development plans to ensure there is alignment in the inventory of parcels that are best suited for redevelopment and new development



## **INFRASTRUCTURE & ENVIRONMENT**

### **DOWNTOWN REVITALIZATION**

Although the sewer infrastructure is in good shape, extensive relaying of the water lines is necessary. Several sewer extensions are also to be completed in 2015 to 2016.

### **76 COMPLETE STREETS**

Moving toward financing water mains  
Burying power lines

### **REST OF BRANSON**

The Utilities Department is continuing to replace water meters throughout the city.  
Second phase of the water main addition through Branson North subdivision.  
Sewer extension to Whisper Cove (extending from Fall Creek valley to Highway 265.

### **SUSTAINABILITY**

Addition of part-time recycle center employee to better manage the six day drop-off availability for our citizens

### **MS4**

The 2016 budget proposal includes the addition of a MS4 Coordinator/Storm Water Technician to help the City comply with new EPA regulations concerning storm water runoff.



# GOOD GOVERNANCE

The City will continue utilization of PBB processes and financial tools

The Finance and Administration departments have worked to develop a budget, with support of all city departments, focused on supporting the operational needs of the City not just for the upcoming budget year, but establishing budget projections for the next 20 years

Code Book revisions will be put into place for 2016

City leadership will continue to seek citizen input on the Spirit of 76 and Downtown Streetscape Projects

Increase the amount of state and federal grants the city receives through increased awareness and additional training

The Finance Department will strive to implement an Internal Control Manual to mitigate possible risks

Continue to reduce Convention Center expenditures and carbon footprint

Continue to achieve a clean audit rating



# TOURISM

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The City will continue to encourage the renewal and modernization of theaters and other attractions to provide unique, quality and engaging experiences

Support entertainment that meets the community's goals and core values as stated in the Community Plan 2030 and the Ozark Mountain Legacy





# Steps to a brighter financial future

## Branson's path to Priority Based Budgeting

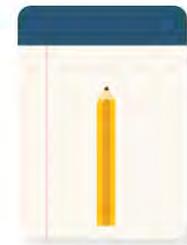
2015



#1

### Board of Aldermen set the city's goals

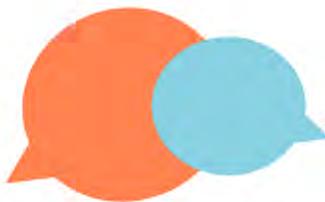
The Board of Aldermen and city staff develop the City's Community Plan 2030 into a list of Community Results that city leadership will work to achieve.



#2

### City staff create an inventory of all programs the city offers

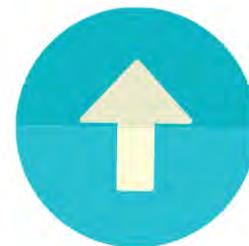
Staff from each city department create an inventory of all programs that each department offers.



#3

### Defining desired results

The Community Results must be defined. This process includes a dialogue between city leadership, staff and community members to define what our goals really mean. This process resulted in 60 definitions to give staff clear direction on how to achieve the results.



#4

### Scoring programs

Departmental staff score each of their department's programs according on its ability to achieve the city's desired results. The more influence a program has a on achieving a result(s), the higher the score.



### Validating the results

The city engages the public to ensure that the identified results meet the public's desired results. Results are also validated through the results of the community survey.

#5

#6



### Peer review

Peer review teams made up of staff from all city departments review the scored programs to ensure consistency.



### Final scoring

Results are integrated, coming up with a final score that reflects board, community and staff input.

#7

#8



### Budget dollars are allocated to each program

Programs are sorted into quartiles based on their final scores. Quartiles 1 & 2 are made up of programs that have scored the highest according to the city's results and therefore receive the most budgeted dollars.



#9

#10



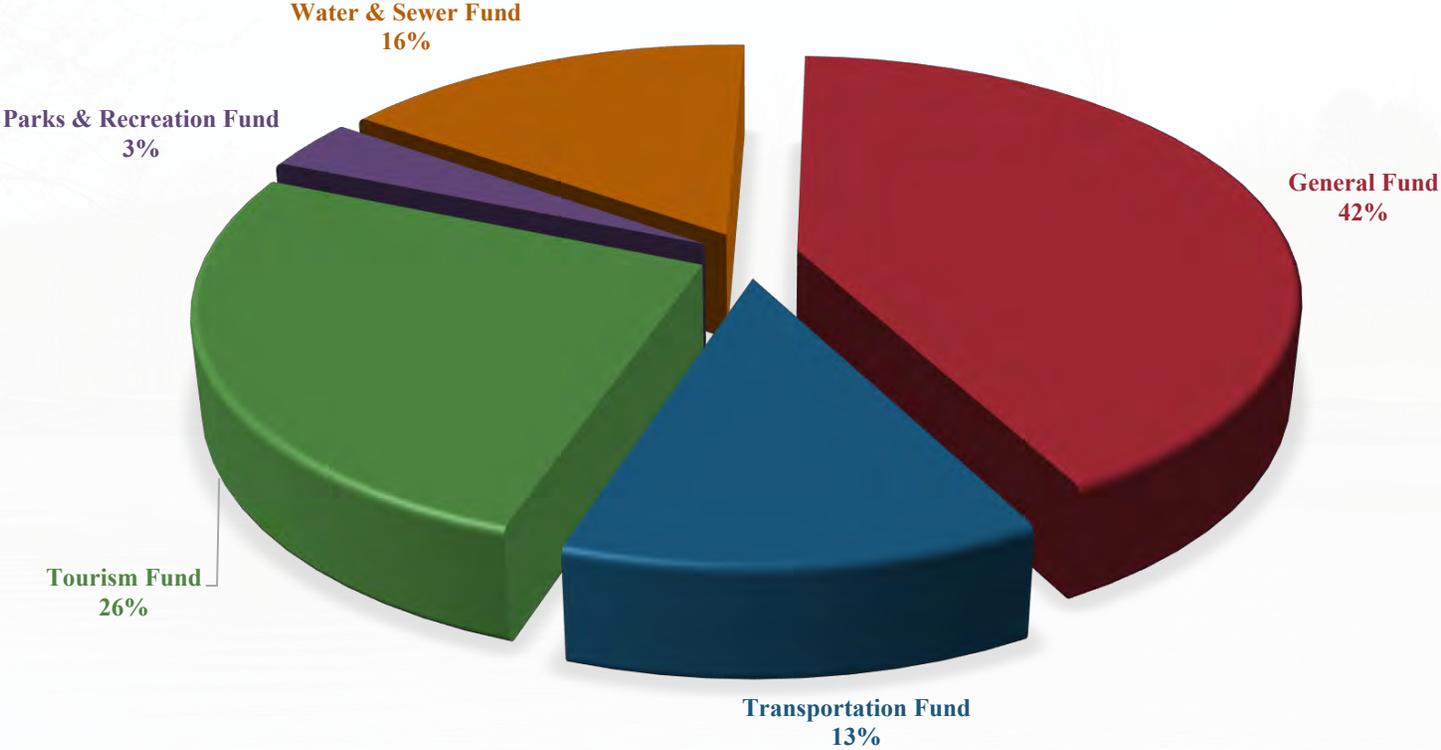
### Preliminary budget proposal drafted

Staff prepares a budget draft to be presented to the Budget & Finance Committee for first review.

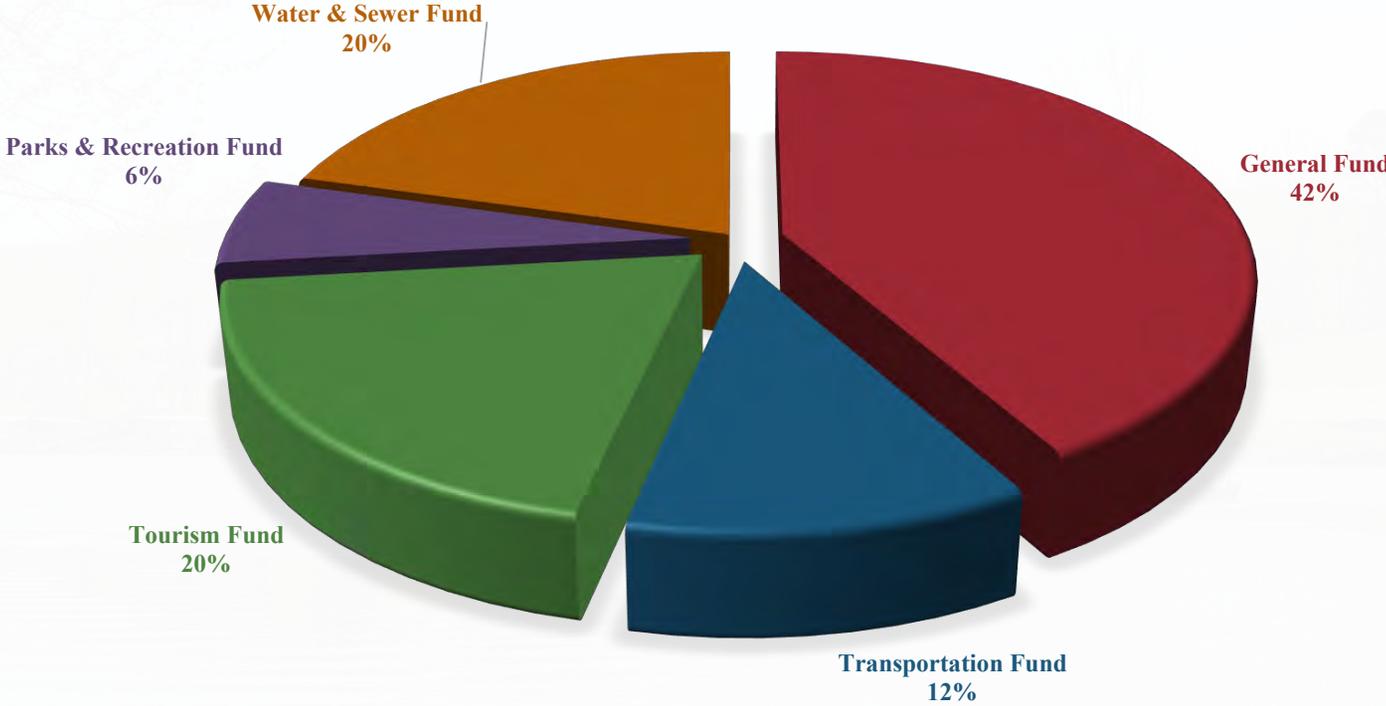
### Budget adoption process

The proposed budget is presented at a special budget meeting. The proposal must then be approved for a first and second reading at two Board of Aldermen meetings.

# CITY OF BRANSON 2016 REVENUES



# CITY OF BRANSON 2016 EXPENDITURES



City of Branson

**Combined Statement of Budgeted  
Revenues and Expenditures -  
General Fund**

	2014 ACTUAL	2015 BUDGET	2015 PROJECTED	2016 BUDGET	2017 FORECAST	2018 FORECAST	2019 FORECAST	2020 FORECAST
<b>BEGINNING FUND BALANCE</b>	<b>3,709,601</b>	<b>3,339,939</b>	<b>4,410,694</b>	<b>4,153,021</b>	<b>4,153,020</b>	<b>4,153,020</b>	<b>4,158,020</b>	<b>4,184,290</b>
<b>REVENUES:</b>								
Taxes & Franchise Fees	14,844,319	14,710,627	15,112,844	15,295,553	15,446,255	15,598,463	15,752,194	15,907,462
Licenses and Permits	923,996	653,025	647,486	685,804	689,412	696,306	703,270	710,302
Court Receipts	495,352	485,000	456,358	450,000	454,500	459,045	463,635	468,272
Lease and Rents	1,180,637	1,111,924	1,190,349	1,207,868	1,319,947	1,357,147	1,394,468	1,406,913
Charges for Services	906,813	1,091,293	1,093,788	1,394,888	1,430,026	1,466,150	1,503,291	1,541,478
Intergovernmental	606,786	0	0	0	0	0	0	0
Interest Income	63,411	40,000	169,197	80,000	80,800	81,608	82,424	83,248
Bond Proceeds	0	0	0	0	0	0	0	0
Misc. Revenue	105,982	79,641	188,509	79,128	79,919	77,882	78,642	79,411
<b>TOTAL REVENUE</b>	<b>19,127,296</b>	<b>18,171,510</b>	<b>18,858,532</b>	<b>19,193,242</b>	<b>19,500,859</b>	<b>19,736,601</b>	<b>19,977,924</b>	<b>20,197,086</b>
<b>EXPENDITURES</b>								
Mayor & Board	68,138	106,547	102,091	107,232	100,687	101,382	102,084	102,792
City Administration	513,688	516,762	527,566	485,223	667,879	684,945	690,932	696,977
City Clerk	320,170	342,585	342,825	365,307	375,423	378,269	381,144	384,048
Municipal Court	322,563	340,613	347,606	363,927	373,181	375,947	378,741	381,563
IT	513,167	573,339	565,982	627,178	591,525	594,620	597,746	600,903
Legal	1,146,202	282,069	332,731	488,175	463,842	466,836	478,607	490,708
Finance	777,219	826,274	819,225	924,043	942,183	949,158	960,271	971,576
Human Resources	320,670	426,208	422,795	577,266	557,100	560,907	572,445	584,328
Police	3,729,890	4,107,602	4,057,826	4,265,384	4,271,465	4,311,352	4,351,638	4,392,326
Fire	2,904,367	3,213,768	3,212,614	3,136,804	3,216,587	3,246,597	3,276,907	3,307,521
Public Works	621,782	711,225	774,639	735,237	762,547	766,247	769,985	773,760
Planning & Development	732,573	865,267	862,570	897,370	882,976	890,997	899,098	907,280
Engineering	510,404	565,194	567,612	600,176	589,986	595,065	600,195	605,375
Debt Service--Principal, Interest & Fiscal Charges	129,164	133,611	133,612	62,838	62,838	86,835	86,835	86,835
Non-Depart.	3,337,707	2,639,529	2,590,663	2,218,956	2,213,002	2,438,441	2,447,236	2,487,236
<b>Operating Expenditures</b>	<b>15,947,704</b>	<b>15,650,592</b>	<b>15,660,356</b>	<b>15,855,115</b>	<b>16,071,221</b>	<b>16,447,600</b>	<b>16,593,862</b>	<b>16,773,230</b>
<b>TOTAL EXPENDITURES</b>	<b>15,947,704</b>	<b>15,650,592</b>	<b>15,660,356</b>	<b>15,855,115</b>	<b>16,071,221</b>	<b>16,447,600</b>	<b>16,593,862</b>	<b>16,773,230</b>
<b>Transfers From Other Funds</b>	<b>856,628</b>	<b>159,951</b>	<b>159,951</b>	<b>204,951</b>	<b>159,951</b>	<b>159,951</b>	<b>159,951</b>	<b>159,951</b>
<b>Transfers To Other Funds</b>	<b>3,335,127</b>	<b>3,494,587</b>	<b>3,615,800</b>	<b>3,543,078</b>	<b>3,589,589</b>	<b>3,443,953</b>	<b>3,517,743</b>	<b>3,541,769</b>
<b>ENDING UNRESERVED FUND BALANCE</b>	<b>4,410,694</b>	<b>2,526,221</b>	<b>4,153,021</b>	<b>4,153,020</b>	<b>4,153,020</b>	<b>4,158,020</b>	<b>4,184,290</b>	<b>4,226,328</b>
<b>Reserve %</b>			<b>27%</b>	<b>26%</b>	<b>26%</b>	<b>25%</b>	<b>25%</b>	<b>25%</b>

**City of Branson**

**Combined Statement of Budgeted  
Revenues and Expenditures -  
General Fund**

	2014 ACTUAL	2015 BUDGET	2015 PROJECTED	2016 BUDGET	2017 FORECAST	2018 FORECAST	2019 FORECAST	2020 FORECAST
20% MINIMUM RESERVE REQUIREMENT AVAILABLE FOR CAPITAL OUTLAY				3,171,023	3,214,244	3,289,520	3,318,772	3,354,646
Capital Expenditure				981,997	938,776	868,500	865,517	871,682
One Time Expenditure				(601,500)	(585,000)	(565,000)	(565,000)	(565,000)
<b>AVAILABLE FUNDS ABOVE MINIMUM REQUIRED</b>				<b>(363,502)</b>	<b>(300,000)</b>	<b>(300,000)</b>	<b>(300,000)</b>	<b>(300,000)</b>
				16,995	53,776	3,500	517	6,682

**City of Branson**

**Combined Statement of Budgeted**

**Revenues and Expenditures -  
Transportation Fund**

	2014 ACTUAL	2015 BUDGET	2015 PROJECTED	2016 BUDGET	2017 FORECAST	2018 FORECAST	2019 FORECAST	2020 FORECAST
<b>BEGINNING FUND BALANCE</b>	1,646,331	1,138,446	1,852,597	1,992,474	1,992,474	1,992,474	1,992,474	1,992,474
<b>REVENUES:</b>								
Taxes & Franchise Fees	5,766,878	5,730,162	5,888,561	5,947,447	6,006,921	6,066,990	6,127,660	6,188,937
Misc. Revenue								
<b>TOTAL REVENUE</b>	<b>5,766,878</b>	<b>5,730,162</b>	<b>5,888,561</b>	<b>5,947,447</b>	<b>6,006,921</b>	<b>6,066,990</b>	<b>6,127,660</b>	<b>6,188,937</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>7,413,209</b>	<b>6,868,608</b>	<b>7,741,158</b>	<b>7,939,921</b>	<b>7,999,395</b>	<b>8,059,464</b>	<b>8,120,134</b>	<b>8,181,411</b>
<b>EXPENDITURES:</b>								
Public Works	3,291,851	4,214,851	4,233,373	4,405,028	4,453,788	4,603,036	4,552,776	4,603,014
<b>TOTAL EXPENDITURES</b>	<b>3,291,851</b>	<b>4,214,851</b>	<b>4,233,373</b>	<b>4,405,028</b>	<b>4,453,788</b>	<b>4,603,036</b>	<b>4,552,776</b>	<b>4,603,014</b>
Transfers From Other Funds	-	766,500	766,500	750,000	750,000	850,000	750,000	750,000
Transfers To Other Funds	2,268,761	2,281,811	2,281,811	2,292,419	2,303,133	2,313,955	2,324,884	2,335,923
<b>ENDING UNRESERVED FUND BALANCE</b>	<b>1,852,597</b>	<b>1,138,446</b>	<b>1,992,474</b>	<b>1,992,474</b>	<b>1,992,474</b>	<b>1,992,474</b>	<b>1,992,474</b>	<b>1,992,474</b>
Reserve %			47%	45%	45%	43%	44%	43%
<b>20% MINIMUM RESERVE REQUIREMENT AVAILABLE FOR CAPITAL OUTLAY</b>				881,006	890,758	920,607	910,555	920,603
Capital Expenditure				1,111,469	1,101,716	1,071,867	1,081,919	1,071,871
One Time Expenditure				(344,500)	(300,000)	(300,000)	(250,000)	(275,000)
<b>AVAILABLE FUNDS ABOVE MINIMUM REQUIRED</b>				<b>766,969</b>	<b>801,716</b>	<b>771,867</b>	<b>831,919</b>	<b>796,871</b>

**City of Branson**

**Combined Statement of Budgeted  
Revenues and Expenditures -  
Capital Projects - 140**

	2014 ACTUAL	2015 BUDGET	2015 PROJECTED	2016 BUDGET
<b>BEGINNING FUND BALANCE</b>	<b>2,148,790</b>	<b>1,928,363</b>	<b>2,073,297</b>	<b>2,073,297</b>
<b>REVENUES:</b>				
Taxes & Franchise Fees				
Licenses and Permits				
Court Receipts				
Leases and Rents				
Lease Termination				
Charges for Services				
Intergovernmental	-	-	-	-
Interest Income				
Misc. Revenue	-	-	-	-
<b>TOTAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>2,148,790</b>	<b>1,928,363</b>	<b>2,073,297</b>	<b>2,073,297</b>
<b>EXPENDITURES:</b>				
Capital Outlay	2,267,075	7,827,500	4,497,500	16,918,972
Debt Service--Principal, Interest & Chg. Non-Departmental				
<b>TOTAL EXPENDITURES</b>	<b>2,267,075</b>	<b>7,827,500</b>	<b>4,497,500</b>	<b>16,918,972</b>
Transfers From Other Funds	2,191,582	7,827,500	4,497,500	16,918,972
Transfers To Other Funds				
<b>ENDING UNRESERVED FUND BALANCE</b>	<b>2,073,297</b>	<b>1,928,363</b>	<b>2,073,297</b>	<b>2,073,297</b>

**City of Branson**

<b>Combined Statement of Budgeted Revenues and Expenditures - Debt Service Fund BM-160/161</b>				
	<b>2014 ACTUAL</b>	<b>2015 BUDGET</b>	<b>2015 PROJECTED</b>	<b>2016 BUDGET</b>
<b>BEGINNING FUND BALANCE</b>	<b>(410,687)</b>	<b>179,933</b>	<b>556,997</b>	<b>1,192,559</b>
<b>REVENUES:</b>				
Taxes & Franchise Fees	211,354	181,881	220,441	222,646
Interest Income	5	-	-	-
Bond Proceeds				
Misc. Revenue				
<b>TOTAL REVENUE</b>	<b>211,359</b>	<b>181,881</b>	<b>220,441</b>	<b>222,646</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>(199,328)</b>	<b>361,814</b>	<b>777,438</b>	<b>1,415,205</b>
<b>EXPENDITURES:</b>				
Cost of Issue/Advance Refunding	-	-	-	-
Debt Service--Principal	1,305,000	1,340,000	1,340,000	1,490,000
Debt Service--Interest & Fiscal Charges	1,523,131	1,481,484	1,481,481	1,441,281
Non-Departmental	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>2,828,131</b>	<b>2,821,484</b>	<b>2,821,481</b>	<b>2,931,281</b>
<b>Other Fin. Sources--Refunded Bonds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Transfers To Other Funds	67,280	351,945	0	0
Transfers From Other Funds	3,651,736	3,510,751	3,236,602	2,327,773
<b>ENDING UNRESERVED FUND BALANCE</b>	<b>556,997</b>	<b>699,136</b>	<b>1,192,559</b>	<b>811,698</b>

**City of Branson**

**Combined Statement of Budgeted  
Revenues and Expenditures -  
Debt Service Fund-BL 165/171**

	2014 ACTUAL	2015 BUDGET	2015 PROJECTED	2016 BUDGET
<b>BEGINNING FUND BALANCE</b>	<b>13,760,318</b>	<b>12,618,084</b>	<b>13,769,118</b>	<b>13,936,310</b>
<b>REVENUES:</b>				
Taxes & Franchise Fees	2,809,084	2,903,258	2,850,681	2,868,508
Licenses and Permits				
Court Receipts				
Leases and Rents	450,000	450,000	450,000	450,000
Lease Termination				
Charges for Services				
Intergovernmental	3,433,765	3,546,289	3,461,834	3,528,452
Interest Income	356,049	358,959	358,668	360,461
Unrealized Gain/(Loss)	171,395	-	174,795	170,000
<b>TOTAL REVENUE</b>	<b>7,220,293</b>	<b>7,258,506</b>	<b>7,295,978</b>	<b>7,377,421</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>20,980,611</b>	<b>19,876,590</b>	<b>21,065,096</b>	<b>21,313,731</b>
<b>EXPENDITURES:</b>				
Finance	2,040	-	3,000	3,000
Cost of Issue/Advance Refunding	(16,019)	-	-	-
Debt Service--Principal	3,170,000	3,475,000	3,475,000	3,795,000
Debt Service--Interest & Fiscal Chg	5,845,988	5,690,144	5,691,894	5,461,163
Non-Departmental	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>9,002,009</b>	<b>9,165,144</b>	<b>9,169,894</b>	<b>9,259,163</b>
<b>Other Fin. Sources--Refundings</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers From Other Funds</b>	<b>2,861,593</b>	<b>2,624,890</b>	<b>2,780,344</b>	<b>2,762,208</b>
<b>Transfers To Other Funds</b>	<b>1,071,077</b>	<b>700,000</b>	<b>739,236</b>	<b>-</b>
<b>ENDING UNRESERVED FUND BALANCE</b>	<b>13,769,118</b>	<b>12,636,336</b>	<b>13,936,310</b>	<b>14,816,776</b>

**City of Branson**

**Combined Statement of Budgeted  
Revenues and Expenditures -  
Debt Service Fund-BH 170**

	2014 ACTUAL	2015 BUDGET	2015 PROJECTED	2016 BUDGET
<b>BEGINNING FUND BALANCE</b>	<b>10,687,013</b>	<b>11,658,248</b>	<b>11,380,551</b>	<b>12,192,966</b>
<b>REVENUES:</b>				
Taxes & Franchise Fees	766,170	772,274	787,821	792,342
Licenses and Permits				
Court Receipts				
Leases and Rents				
Lease Termination				
Charges for Services				
Intergovernmental	3,114,796	3,019,548	3,223,868	3,256,107
Interest Income	408	536	11,041	11,100
Misc. Revenue				
<b>TOTAL REVENUE</b>	<b>3,881,374</b>	<b>3,792,358</b>	<b>4,022,730</b>	<b>4,059,549</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>14,568,387</b>	<b>15,450,606</b>	<b>15,403,281</b>	<b>16,252,515</b>
<b>EXPENDITURES:</b>				
Finance				
Cost of Issue/Advance Refunding				
Debt Service--Principal	1,315,000	970,000	1,440,000	1,080,000
Debt Service--Interest & Fiscal Chg	3,221,031	3,161,453	3,134,341	3,077,700
Non-Departmental	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>4,536,031</b>	<b>4,131,453</b>	<b>4,574,341</b>	<b>4,157,700</b>
<b>Other Fin. Sources--Refundings</b>	-	-	-	-
<b>Transfers From Other Funds</b>	<b>1,348,195</b>	<b>1,327,174</b>	<b>1,364,026</b>	<b>1,361,323</b>
<b>Transfers To Other Funds</b>				
<b>ENDING UNRESERVED FUND BALANCE</b>	<b>11,380,551</b>	<b>12,646,327</b>	<b>12,192,966</b>	<b>13,456,138</b>

**City of Branson**

**Combined Statement of Budgeted  
Revenues and Expenditures -  
Parks & Recreation**

	2014 ACTUAL	2015 BUDGET	2015 PROJECTED	2016 BUDGET
<b>BEGINNING FUND BALANCE</b>	480,581	373,322	384,717	364,634
<b>REVENUES:</b>				
Cigarette Tax	86,549	75,000	90,000	90,000
Campground	596,928	575,950	604,000	602,800
Intergovernmental -- Grants/Misc Revenue	0	0	0	0
Rents & Leases	131,250	129,352	129,352	129,352
Contributions	74,485	77,500	80,000	77,500
Pool Admissions	110,227	112,400	112,055	114,300
Swim Team	15,415	17,500	12,343	19,750
Ball Programs	125,193	140,350	129,425	133,200
Golf	47,417	45,000	45,000	45,000
Tennis Revenue	4,564	4,800	4,000	4,000
Recreation Center/Tournaments	131,997	124,500	120,450	119,150
Concessions	166,310	170,000	170,000	170,000
Day Camp	56,449	64,000	63,000	63,000
Dog Park	10,327	6,000	5,000	5,000
Community Center	26,570	27,000	26,000	26,000
<b>TOTAL REVENUE</b>	1,583,681	1,569,352	1,590,625	1,599,052
<b>TOTAL AVAILABLE FUNDS</b>	2,064,262	1,942,674	1,975,342	1,963,686
<b>EXPENDITURES</b>				
Parks & Recreation Administration	315,782	330,310	354,512	370,009
Recreation Center/Tournaments	705,690	718,851	700,188	716,627
Day Camp	52,936	64,640	61,740	72,978
Ball Program	164,445	208,189	189,875	200,516
Campground	277,234	299,873	311,194	334,363
Park Programs/Parks	325,516	374,116	340,906	453,994
Community Center	58,046	56,993	55,846	58,793
Swimming Pool	126,177	131,927	125,223	141,213
Golf Course	70,532	78,149	76,208	80,036
Swim Team	23,047	28,186	23,467	29,908
Dog Park	26,746	500	3,434	3,550
Special Events/Programs	0		7,815	8,003
Cheerleading	0	1,520	1,300	1,370
<b>Operating Expenditures</b>	2,119,545	2,293,254	2,251,708	2,370,360
<b>Capital Expenditures</b>	26,606	0	0	101,000
<b>TOTAL EXPENDITURES</b>	2,146,151	2,293,254	2,251,708	2,471,360
<b>Transfers From Other Funds</b>	<b>440,000</b>	<b>660,000</b>	<b>641,000</b>	<b>671,000</b>
<b>Transfers To Other Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ENDING UNRESERVED FUND BALANCE</b>	384,717	309,420	364,634	264,326

**City of Branson**

<b>Combined Statement of Budgeted Revenues and Expenditures - Tourism Fund</b>								
	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>BEGINNING FUND BALANCE</b>	<b>18,690,735</b>	<b>17,651,207</b>	<b>18,517,491</b>	<b>10,730,104</b>	<b>10,059,043</b>	<b>9,663,729</b>	<b>9,256,425</b>	<b>8,511,798</b>
<b>REVENUES:</b>								
Taxes & Franchise Fees	11,821,419	11,489,760	12,070,101	15,305,552	16,312,710	16,435,837	16,560,196	16,705,797
Licenses and Permits								
Court Receipts								
Leases and Rents								
Lease Termination								
Charges for Services								
Intergovernmental								
Gain/Loss Sale of Asset	(30,126)							
Interest Income	488,339	385,245	445,097	434,538	419,983	420,433	420,887	296,346
Bond Proceeds	(30,126)	3,500,000	-	9,000,000	8,200,000	8,500,000	9,500,000	10,000,000
<b>TOTAL REVENUE</b>	<b>12,249,506</b>	<b>15,375,005</b>	<b>12,515,198</b>	<b>24,740,090</b>	<b>24,932,693</b>	<b>25,356,270</b>	<b>26,481,083</b>	<b>27,002,143</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>30,940,241</b>	<b>33,026,212</b>	<b>31,032,689</b>	<b>35,470,193</b>	<b>34,991,736</b>	<b>35,019,999</b>	<b>35,737,507</b>	<b>35,513,941</b>
<b>EXPENDITURES:</b>								
Tourism	2,201,754	2,357,762	3,332,897	2,513,400	2,543,806	2,574,245	2,604,987	2,630,617
76 Project Maintenance	-	-	-	593,234	1,393,079	1,095,148	814,671	951,271
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service--Principal	3,395,656	3,535,124	3,535,124	3,650,124	4,408,442	6,072,533	7,019,391	6,202,397
Debt Service--Interest & Fiscal Chg.	1,154,957	980,022	980,022	816,337	629,988	498,960	556,212	58,230
<b>TOTAL EXPENDITURES</b>	<b>6,752,367</b>	<b>6,872,908</b>	<b>7,848,043</b>	<b>7,573,095</b>	<b>8,975,315</b>	<b>10,240,886</b>	<b>10,995,261</b>	<b>9,842,515</b>
<b>Transfers From Other Funds</b>								
<b>Transfers To Other Funds</b>	<b>5,670,383</b>	<b>12,232,337</b>	<b>12,454,542</b>	<b>17,838,055</b>	<b>16,352,692</b>	<b>15,522,688</b>	<b>16,230,449</b>	<b>17,423,570</b>
<b>ENDING UNRESERVED FUND BALANCE</b>	<b>18,517,491</b>	<b>13,920,967</b>	<b>10,730,104</b>	<b>10,059,043</b>	<b>9,663,729</b>	<b>9,256,425</b>	<b>8,511,798</b>	<b>8,247,857</b>

**City of Branson**

**Combined Statement of Budgeted  
Revenues and Expenditures -  
Water/Sewer 620**

	2014 ACTUAL	2015 BUDGET	2015 PROJECTED	2016 BUDGET
<b>BEGINNING FUND BALANCE</b>	<b>80,054,903</b>	<b>78,851,572</b>	<b>77,633,534</b>	<b>71,294,191</b>
<b>REVENUES:</b>				
Charges for Services:				
Water	3,170,016	3,281,059	3,167,011	3,176,866
Sewer	3,871,778	4,204,835	4,047,061	4,086,767
Rental Income				
Misc. Revenue	18,555	14,900	33,178	17,900
Unrealized Gain/(Loss)	(10,702)	-	-	-
Nonoperating Revenues (Expenditures)				
Sewer Capacity Fees				
Interest Income	12,473	2,400	20,101	15,149
Donated Funds	53,720	-	-	-
Intergovernmental	-	-	-	-
Gain on Disposal of Capital Asset	-	-	-	-
Interest Expense	(17)	-	-	-
Income (loss) before Transfers				
<b>TOTAL REVENUE</b>	<b>7,115,823</b>	<b>7,503,194</b>	<b>7,267,351</b>	<b>7,296,682</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>87,170,726</b>	<b>86,354,766</b>	<b>84,900,885</b>	<b>78,590,873</b>
<b>EXPENDITURES:</b>				
Operation Expenditures:				
Personal Services	2,932,441	3,079,491	3,115,687	3,244,256
Contractual Services	2,605,823	2,879,045	2,878,301	3,285,927
Commodities	753,932	754,125	716,878	752,620
Capital	(244,508)	346,000	346,000	463,000
Depreciation	4,403,472	4,846,949	4,676,050	4,722,811
Operating Income (loss)	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>10,451,160</b>	<b>11,905,610</b>	<b>11,732,916</b>	<b>12,468,613</b>
<b>Transfers From Other Funds</b>	<b>1,343,549</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers To Other Funds</b>	<b>429,581</b>	<b>2,785,000</b>	<b>1,873,778</b>	<b>709,000</b>
<b>ENDING UNRESERVED FUND BALANCE</b>	<b>77,633,534</b>	<b>71,664,156</b>	<b>71,294,191</b>	<b>65,413,260</b>

**City of Branson**

**Combined Statement of Budgeted**

<b>Revenues and Expenditures - Water/Sewer Capital 145 (Tourism)</b>	<b>2014 ACTUAL</b>	<b>2015 BUDGET</b>	<b>2015 PROJECTED</b>	<b>2016 BUDGET</b>
<b>BEGINNING FUND BALANCE</b>	<b>2,988,344</b>	<b>2,450,894</b>	<b>4,460,807</b>	<b>4,607,052</b>
<b>REVENUES:</b>				
Charges for Services:				
Water				
Sewer				
Rental Income				
Misc. Revenue				
Bond Proceeds				
Nonoperating Revenues (Expenditures)				
Water Connection Charges	9,103	15,990	8,245	8,327
Sewer Capacity Fees	6,260	-	-	-
Sewer Connection Charges	192,955	66,021	138,000	80,000
Interest Income				
Donated Funds				
Intergovernmental	496,111	-	-	-
Gain on Disposal of Capital Asset				
Interest Expense				
Income (loss) before Transfers				
<b>TOTAL REVENUE</b>	<b>704,429</b>	<b>82,011</b>	<b>146,245</b>	<b>88,327</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>3,692,773</b>	<b>2,532,905</b>	<b>4,607,052</b>	<b>4,695,380</b>
<b>EXPENDITURES:</b>				
Personal Services				
Contractual Services				
Commodities				
Capital	497,828	2,030,000	2,783,004	2,010,000
Contra Capital Expense	(497,828)	-	-	-
Depreciation				
Operating Income (loss)				
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>2,030,000</b>	<b>2,783,004</b>	<b>2,010,000</b>
<b>Transfers From Other Funds</b>	<b>804,997</b>	<b>2,030,000</b>	<b>2,783,004</b>	<b>846,000</b>
<b>Transfers To Other Funds</b>	<b>36,963</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ENDING UNRESERVED FUND BALANCE</b>	<b>4,460,807</b>	<b>2,532,905</b>	<b>4,607,052</b>	<b>3,531,380</b>

**City of Branson**

<b>Combined Statement of Budgeted Revenues and Expenditures - Water/Sewer Capital 146 (Operations)</b>				
	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>2016</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>BUDGET</b>
<b>BEGINNING FUND BALANCE</b>	<b>1,533,539</b>	<b>1,533,539</b>	<b>1,000,155</b>	<b>1,000,155</b>
<b>REVENUES:</b>				
Federal Grants	277,400	-	-	-
Grants from Others	66,222	-	-	-
Court Receipts				
Leases and Rents				
Lease Termination				
Charges for Services				
Intergovernmental				
Interest Income				
Misc. Revenue				
<b>TOTAL REVENUE</b>	<b>343,622</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>1,877,161</b>	<b>1,533,539</b>	<b>1,000,155</b>	<b>1,000,155</b>
<b>EXPENDITURES:</b>				
Personal Services				
Contractual Services				
Commodities				
Capital	731,898	2,735,000	1,823,778	659,000
Contra Capital	(731,897)	-	-	-
Debt Service--Principal, Interest & Chg.				
Depreciation				
Operating Income (loss)				
<b>TOTAL EXPENDITURES</b>	<b>1</b>	<b>2,735,000</b>	<b>1,823,778</b>	<b>659,000</b>
<b>Transfers From Other Funds</b>	<b>429,581</b>	<b>2,735,000</b>	<b>1,823,778</b>	<b>659,000</b>
<b>Transfers To Other Funds</b>	<b>1,306,586</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ENDING UNRESERVED FUND BALANCE</b>	<b>1,000,155</b>	<b>1,533,539</b>	<b>1,000,155</b>	<b>1,000,155</b>

## INTERNAL ONE TIME EXPENDITURES(FUNDED)

DEPT.	ITEM DESCRIPTION	COST	ACCOUNT NUMBER
HR	Salary Survey Study	33,000	101-0600-510-20-99
IT	Barracuda Backup Appliance Cloud Storage -	21,500	101-1014-510.20-70
	Police Toughbooks -	34,000	101-1014-510.20-87
	Police GPS Tracker for Investigations -	2,480	101-1014-510.20-87
	Disaster Recovery Consultant - \$14,000 101-1014-510.20-88	14,000	101-1014-510.20-88
	Police Magnet Forensics Internet Artifacts -	2,129	101-1014-510.20-87
	Police UPS Replacement -	3,000	101-1014-510.20-87
IT	Fire Toughbooks -	10,000	101-1014-510.20-88
	Cradle Point Modems for PD & Fire Mobile Vehicle Laptops -	10,800	101-1014-510.40-37
POLICE	PAINTING- Offices	3,000	101-2022-520-20-52
	BACKGROUND ASSISTANT	790	101-2022-520.20-55
	PERSONNEL EVALUATION PROFILE	500	101-2022-520.20-55
	SCHEDULING SOFTWARE	1,800	101-2022-520.20-55
	SIRCHIE COMPPHOTOFIT WINDOWS 10 UPDATE	3,990	101-2022-520.20-55
	MAGNET FORENSICS SOFTWARE	2,129	101-2022-520.20-55
	PATROL - TRAFFIC CONES FOR PATROL CARS (200)	3,800	101-2022-520.40-01
	PATROL - DWI TRAFFIC CONES (150)	2,400	101-2022-520.40-01
	PATROL - DWI CHECKPOINT SIGNS	550	101-2022-520.40-01
	PATROL- TRUECAL DEVICE/REGULATOR FOR BAC	365	101-2022-520.40-01
	PATROL - UTILITY TABLES FOR CRIME SCENE/CK PT (2)	160	101-2022-520.40-01
	PATROL- GLOCK REPAIR KIT	300	101-2022-520.40-01
	PATROL- FLEX-CUFFS (100)	300	101-2022-520.40-01
	SOS- REPLACEMENT TRIGGER FOR M/O RIFLE	150	101-2022-520.40-01
	SOS- WEAPON LIGHT BATTERIES	200	101-2022-520.40-01
	DETECTIVES- MINI-14 MAGAZINES (10)	450	101-2022-520.40-01
	DETECTIVES- RED DOT SIGHTS (5)	1,500	101-2022-520.40-01
	SUP SVCS - CHAIR MATS	300	101-2022-520.40-01
	ADMIN- EXPLORER PROGRAM SUPPLIES	3,500	101-2022-520.40-01
	PATROL- FIRSTVU DOCKING STATION (1)	3,000	101-2022-520.40-10
	PATROL - VULINK FOR PATROL CARS (16)	6,400	101-2022-520.40-10
	PATROL - LASER LABS TINT METER	90	101-2022-520.40-10
	PATROL - ZOLL AED PLUS (8)	13,600	101-2022-520.40-10
	PATROL - ROLLING TAPE MEASURE (5)	350	101-2022-520.40-10
	PATROL - MINI-14 RIFLE SLINGS	300	101-2022-520.40-10
	PATROL- DIGITAL ALLY DMV-500 PLUS IN-CAR CAMERA (2)	9,000	101-2022-520.40-10
	PATROL - STALKER DUEL SL RADAR (5)	11,250	101-2022-520.40-10
	PATROL- MINI-14 REPLACEMENT (12)	5,000	101-2022-520.40-10
	SOS - MEDICAL LITTER	60	101-2022-520.40-10
	SOS - SHOTGUN BUTTSTOCK	150	101-2022-520.40-10
	SOS- 37MM LESS-LETHAL MUNITION CARRIER	200	101-2022-520.40-10
	SOS- SIMUNITION CONVERSION KITS- M4	2,500	101-2022-520.40-10
	SOS- SIMUNITION MARKING ROUNDS- 5.56	600	101-2022-520.40-10
	SOS- ILLUMINATED RANGE FINDER	2,500	101-2022-520.40-10
	SOS- WEAPON LIGHTS FOR HANDGUNS (9)	1,800	101-2022-520.40-10
	DISPATCH - UNIDEN SCANNER	700	101-2022-520.40-10
	DISPATCH - ANTENNA AND COAX FOR SCANNER	229	101-2022-520.40-10
	DISPATCH- FLAT SCREEN TV AND WALL MOUNT	300	101-2022-520.40-10
	CROSSBAND REPEATER	3,000	101-2022-520.40-10
	MOBILE RADIO REPLACEMENTS (8)	7,600	101-2022-520.40-10
	DETECTIVES - GPS TRACKER (4)	2,480	101-2022-520.40-10
	DETECTIVES - INTERVIEW ROOM CAMERAS (2)	750	101-2022-520.40-10
	DETECTIVES - LOCKERS (6)	2,800	101-2022-520.40-10

	DETECTIVES - SECURE GUN VAULTS FOR VEHICLES (3)	900	101-2022-520.40-10
	DETECTIVES - CAMERA TRIPOD	240	101-2022-520.40-10
	DETECTIVES- CAMERA FLASH	550	101-2022-520.40-10
	SHARPS CONTAINERS/EVIDENCE SUPPLIES	150	101-2022-520.40-10
	SOS- UNIFORM PARKA JACKETS (9)	1,920	101-2022-520.40-26
	DETECTIVES - EXTERNAL VEST CARRIERS (3)	1,320	101-2022-520.40-26
	DETECTIVES - BADGES (6)	600	101-2022-520.40-26
	DETECTIVES - COVERT HOLSTERS (6)	450	101-2022-520.40-26
	DETECTIVES - BADGE HOLDERS (6)	120	101-2022-520.40-26
	Safety Supplies and AED Equipment	11,500	101-3011-520-40-01
FIRE	Self-Rescue Units for each Fire Fighter	13,500	101-3011-520-40-28
	Hose	8,000	101-3011-520-40-28
	Technical Rescue Eqpt (Rescue Harnesses/Rescue Ropes/Rope Rescue Helmets)	3,500	101-3011-520-40-28
	Apparatus Equipment (Saws/Hose Straps/Radio Headsets)	5,000	101-3011-520-40-28
	Protective Gear	30,000	101-3011-520-40-29
	Replace Building Furnishing Appliances	4,000	101-3041-520-40-10
PLANNING	Code Consultant	50,000	101-6010-560.20-99
	<b>Total General Fund One Time Expenditures</b>	<b>363,502</b>	

PARKS	Re-Decking Fishing Dock	\$5,000	1510-540-40-03
	Replacement Golf Cart	\$4,500	1510-540-40-10
	Pool Pump	\$4,500	1530-540-20-55
	Lifeguard Stand	\$2,500	1530-540-40-10
	Batting Cage	\$4,000	1555-540-40-10
	Yellow Cap	\$2,200	1555-540-40-20
	Adjustable Goals	\$1,000	1556-540-40-10
	Portable Fencing	\$2,500	1579-540-40-10
	Decking for Scorekeeper Stands	\$3,500	1580-540-40-03
	Dog Park Feature	\$2,500	1589-540-40-01
		<u>\$32,200</u>	



SECTION 2

5 Year Capital Program  
Summary



# FIVE YEAR CAPITAL PROGRAM SUMMARY

FY-2016

## CAPITAL EXPENDITURES

### **GENERAL FUND 101**

	<u>PBB</u>	<u>Funding Source</u>	
* Fire - Veh. Rep. Units 225	Governance	101 Gen Fund	\$ 40,000.00
Fire Station #1 Roof Replacement	Governance	140 Gen Fund	\$ 30,000.00
IT - Cisco IP Phone System Implementation	Governance	140 Gen Fund	\$ 67,000.00
Parks - Tennis Ct. Imp. Phase 2	Parks	140 Gen Fund	\$ 48,000.00
* Parks - Replacement carpeting for fitness center	Parks	140 Gen Fund	\$ 28,000.00
Parks - Trail Improvements	Parks	140 Gen Fund	\$ 65,000.00
* Parks - Campground Wireless Internet Upgrade	Parks	140 Gen Fund	\$ 20,000.00
Parks - Replace Utility Terrain Vehicle	Governance/Parks	230 Gen Fund	\$ 8,000.00
* Parks - Replace Unit #45 - 2000 Chevy 3500	Governance/Parks	230 Gen Fund	\$ -
* Parks - Replace Unit #149 - 2002 Dodge Ram	Governance/Parks	230 Gen Fund	\$ 48,000.00
* Parks - Replace Unit #136 - 2001 Ford F250	Governance/Parks	230 Gen Fund	\$ 45,000.00
Planning - Replace Unit #129 - 2001 Jeep Cher	Governance	101 Gen Fund	\$ 20,500.00
Police - Replace Vehicles	Safety	101 Gen Fund	\$ 128,000.00
<b>TOTAL</b>			<b>\$ 547,500.00</b>

### **TOURISM FUND 140**

	<u>PBB</u>	<u>Funding Source</u>	
Downtown Reconstruction and Landscaping	Comm/Tourism	140 Tourism	\$ 4,000,000.00
Hwy. 76 Complete Street	Comm/Tourism	140 Tourism	\$ 12,519,972.00
Traffic Signal Upgrade - Forsyth & Roark	Comm/Tourism	140 Tourism	\$ 85,000.00
Traffic Signal Upgrade - Gretna & Roark	Comm/Tourism	140 Tourism	\$ 53,000.00
<b>TOTAL</b>			<b>\$ 16,657,972.00</b>

### **TRANSPORTATION FUND 105**

	<u>PBB</u>	<u>Funding Source</u>	
Branson Hills Parkway Sidewalk Improvements	Comm/Transp	105 Transp	\$ 60,000.00
54" plotter/cutter Sign Shop	Governance	105 Transp	\$ 8,000.00
Changeable Message Boards	Transportation	105 Transp	\$ 40,000.00
* Equipped Sign Truck	Gov/Transp	105 Transp	\$ 110,000.00
* PW - Replace Unit #37 - Flatbed truck	Gov/Transp	105 Transp	\$ 85,000.00
* PW - Replace Unit #175 - 2008 Ford F350	Gov/Transp	105 Transp	\$ 34,000.00
PW - Replace Unit #188 - 2004 Chev Colorado	Gov/Transp	105 Transp	\$ 32,500.00
PW - 15,000 Post Symmetric Hoist/Lift	Gov/Transp	105 Transp	\$ 17,000.00
PW - Utility Terrain Vehicle	Gov/Transp	105 Transp	\$ 18,000.00
<b>TOTAL</b>			<b>\$ 404,500.00</b>

### **W&S LARGE CAP TOURISM 145**

	<u>PBB</u>	<u>Funding Source</u>	
* Animal Safari Gravity Sewer Const.	Infra/Env.	145 Tourism	\$ 496,000.00
Downtown Streetscape Water Main Upgrades	Infra/Env	146 Water/Sewer	\$ 125,000.00
Hwy. 76 Water Main Upgrades	Infra/Env	146 Water/Sewer	\$ 1,039,000.00
12" Water Main Const. (Branson North)	Infra/Env.	145 Tourism	\$ 350,000.00
<b>TOTAL</b>			<b>\$ 2,010,000.00</b>

### **W&S OPER CAPITAL EQUIP 620**

	<u>PBB</u>	<u>Funding Source</u>	
Replace Flusher Units #84 & #144	Gov/Infra/Env	620 Water/Sewer	\$ 175,000.00
Replace Unit #165 - 2002 Chevy S10	Gov/Infra/Env	620 Water/Sewer	\$ 25,000.00
Replace Vac Truck Blower - Unit #296	Gov/Infra/Env	620 Water/Sewer	\$ 21,000.00
Sewer Push Camera	Gov/Infra/Env	620 Water/Sewer	\$ 28,000.00
Replace Unit #124 - 1999 Chevy S10	Gov/Infra/Env	620 Water/Sewer	\$ 34,000.00

## FIVE YEAR CAPITAL PROGRAM SUMMARY

### FY-2016 CONTINUED

Utility Vehicle Electrician	Gov/Infra/Env	620 Water/Sewer	\$	33,000.00
Replace Unit #32 - 1998 Chevy S10	Gov/Infra/Env	620 Water/Sewer	\$	25,000.00
Replace Unit #217 2006 Ford F550	Gov/Infra/Env	620 Water/Sewer	\$	58,000.00
Replace Unit #131 - 2001 Ford F250	Gov/Infra/Env	620 Water/Sewer	\$	28,000.00
Replace Unit #130 - 2001 Ford F250	Gov/Infra/Env	620 Water/Sewer	\$	36,000.00
<b>TOTAL</b>			\$	<b>463,000.00</b>

#### **W&S OPERATING 146**

	<u>PBB</u>	<u>Funding Source</u>		
Scheduled Lift Station Pump Replacements	Infra/Env	146 Water/Sewer	\$	90,000.00
High Head Capacity Portable Sewage Pump	Infra/Env	146 Water/Sewer	\$	152,000.00
Sewer Collection System Rehabilitation	Infra/Env	146 Water/Sewer	\$	25,000.00
Replacement of Compton Scum Pumps	Infra/Env	146 Water/Sewer	\$	33,000.00
Replace Compton Drive Chlorine Feeders	Infra/Env	146 Water/Sewer	\$	38,000.00
Phone System Upgrade	Governance	146 Water/Sewer	\$	35,000.00
Security Camera for Water Treatment Facilities	Governance	146 Water/Sewer	\$	21,000.00
Water Meter Replacement	Infra/Env	146 Water/Sewer	\$	80,000.00
Water Line Rehab - Neighborhoods	Infra/Env	146 Water/Sewer	\$	30,000.00
Pacific Street Water Tower Stairway Repairs	Safety	146 Water/Sewer	\$	48,000.00
Meadows WTP Clearwell Sealing	Infra/Env	146 Water/Sewer	\$	45,000.00
Replace Well #5 Pump	Infra/Env	146 Water/Sewer	\$	62,000.00
<b>TOTAL</b>			\$	<b>659,000.00</b>

\* Denotes Prior Nonfunded Requests

#### **NONFUNDED 2016**

	<u>PBB</u>	<u>Funding Source</u>		
* Clerk - Electronic Doc. Mgmt. Software	Governance	101 General Fund	\$	120,000.00
* Eng - Orthophotography	Governance	101 General Fund	\$	30,000.00
* Parks - RecPlex Walking Paths Sealing	Parks	140 General Fund	\$	21,000.00
Police Flooring Replacement	Governance	140 General Fund	\$	37,500.00
* PW Sickle Mower	Governance	105 Transp. Fund	\$	20,000.00
* Stormwater Improvements	Infra/Env	105 Transp. Fund	\$	20,000.00
* PW - Facilities Mtc. Pole Barn Extension	Transportation	105 Transp. Fund	\$	50,000.00
Util - Cooper Creek Capacity Expansion Eng.	Infra/Env	145 Tourism	\$	100,000.00
Eng - Recycle Center Renovation	Community	140 General Fund	\$	175,000.00
* Fire Apparatus Engine at Station #1	Governance	101 General Fund	\$	700,000.00
* Fire - Storage Facility Shop	Governance	140 General Fund	\$	500,000.00
Outdoor Warning Siren Replacement	Safety	101 General Fund	\$	50,000.00
Parks Master Plan	Parks	101 General Fund	\$	70,000.00
* Parks - Replace Unit #132 - 2001 Dodge 2500	Governance	101 General Fund	\$	42,000.00
* Parks - Replace Unit #134 - 2001 Ford F250	Governance	101 General Fund	\$	38,000.00
Parks - Alexander Park Tennis/Pickleball Court	Parks	140 General Fund	\$	19,000.00
Police - Pass Through Evidence Lockers	Governance	101 General Fund	\$	22,000.00
* New Police Facility		140 General Fund	\$	750,000.00
Police - Radio System Replacement	Governance	101 General Fund	\$	250,000.00
Police - Records Mangmt. System Replacement	Governance	101 General Fund	\$	75,000.00
PW - Police Parking Lot PD Trailers	Governance	140 General Fund	\$	20,000.00
* PW - City Hall Carpeting	Governance	140 General Fund	\$	60,000.00
* PW/Fire/Police - City Hall Generator	Governance	101 General Fund	\$	155,000.00
			\$	<b>3,324,500.00</b>

\* Denotes Prior 2013/2014/2015 Nonfunded Requests

**FIVE YEAR CAPITAL PROGRAM SUMMARY**  
**FY-2016 CONTINUED**

**REMAINING FY2015 NONFUNDED REQUESTS**

* IT - CopLogic Software Integration	Governance	101 General Fund	\$	11,650.00
* Eng/Fire - Emergency Preemption Repairs	Safety	105 Transportation	\$	20,000.00
* Fire - Fire Station #1 Remodel	Governance	101 General Fund	\$	75,000.00
* Fire Apparatus Station 3	Governance	101 Gen Fund	\$	650,000.00
* IT - Vehicle Replace Unit #191	Governance	101 General Fund	\$	22,000.00
* PW/Police/Fire - MMACC Building Pole Barn	Governance	140 General Fund	\$	20,000.00
* Eng - Stormwater Improvement	Infra/Env	140 Transportation	\$	75,000.00
PW - Veh. Rep. Unit #170	Governance	105 Transportation	\$	32,000.00
PW - Asphalt Drag Box	Governance	105 Transportation	\$	30,000.00
Police - Police Building Expansion		101 General Fund	\$	500,000.00
PW - Small Bulldozer	Governance	105 Transportation	\$	180,000.00
<b>TOTAL</b>			\$	<b>1,615,650.00</b>

\* Denotes Prior 2014 Nonfunded Requests

**REMAINING FY2014 NONFUNDED REQUESTS**

Fire - Command Staff Veh Replace Unit #114	Governance	101 General Fund	\$	34,000.00
U - Sunset Lift Station Conversion (County Reimb)	Infra/Env	145 Tourism	\$	350,000.00
City Clerk - Parking E-Tickets Citations	Governance	101 General Fund	\$	25,000.00
Fire - Command Staff Veh Rep Units #111	Governance	101 General Fund	\$	35,000.00
Parks - Pole Barn RecPlex	Parks	230 General Fund	\$	26,000.00
Parks - Vehicle Replace Unit #102	Governance	230 General Fund	\$	28,000.00
Eng - Champaign Blvd Traffic Signal	Transportation	140 Tourism	\$	275,000.00
U- Lift Station #34 Upgrade Const (County Reimb)	Infra/Env	145 Tourism	\$	250,000.00
			\$	<b>1,023,000.00</b>

**REMAINING FY2013 NONFUNDED REQUESTS**

Fire - Vehicle Replace Unit #228	Governance	101 General Fund	\$	30,000.00
Parks - Community Safe Room	Parks	230 General Fund	\$	195,000.00
Parks - North Beach Park Lighting	Parks	101 General Fund	\$	38,000.00
PW - Steel Wheel Roller Compactor Unit #196	Governance	105 Transportation	\$	50,000.00
			\$	<b>313,000.00</b>

**REMAINING FY2012 NONFUNDED REQUESTS**

Eng/Recycle Center Bottle Perforator	Infra/Env	101 General Fund	\$	18,000.00
Fire Data Communications Project	Governance	101 General Fund	\$	99,000.00
			\$	<b>117,000.00</b>

# FIVE YEAR CAPITAL PROGRAM SUMMARY

FY-2017

## CAPITAL EXPENDITURES

<b>GENERAL FUND 101</b>	<b><u>PBB</u></b>	<b><u>Funding Source</u></b>	
Clerk-Electronic Document Mgmt. Software	Governance	101 Gen Fund	\$ 120,000.00
Eng - Trail Improvements	Comm/Parks	140 Gen Fund	\$ 100,000.00
Fire - Apparatus Replace Ladder Truck	Governance	101 Gen Fund	\$ 950,000.00
* Fire Station #4	Community Safety	140 Gen Fund	\$ 900,000.00
Fire - Apparatus Station #4	Governance	101 Gen Fund	\$ 700,000.00
Fire - Outdoor Warning Siren Replacement	Community Safety	101 Gen Fund	\$ 52,500.00
* IT - Replace Veh. #191	Governance	101 Gen Fund	\$ 27,000.00
Parks - Neighborhood Park Improvements	Parks	101 Gen Fund	\$ 82,500.00
Parks - Rep. Veh. #168	Governance/Parks	101 Gen Fund	\$ 38,000.00
Parks - Sandblasting Campground Shower	Parks	140 Gen Fund	\$ 8,000.00
Parks - Stockstill Park Playground Replace	Parks	101 Gen Fund	\$ 150,000.00
Parks - Stockstill Park Restroom Remodel	Parks	140 Gen Fund	\$ 60,000.00
Parks - Stockstill Parking Lot & Walking Path	Parks	140 Gen Fund	\$ 14,000.00
Parks - Tennis Court Improvements Ph. 3	Parks	140 Gen Fund	\$ 58,000.00
Planning - Replace Veh. #6	Governance	101 Gen Fund	\$ 19,500.00
Police - Vehicle Replacement	Safety	101 Gen Fund	\$ 150,000.00
<b>TOTAL</b>			<b>\$ 3,429,500.00</b>
<b>TOURISM FUND 140</b>	<b><u>PBB</u></b>	<b><u>Funding Source</u></b>	
Downtown Reconstruction & Landscaping	Comm/Tourism	140 Tourism	\$ 1,700,000.00
Hwy. 76 Complete Street	Comm/Tourism	140 Tourism	\$ 12,000,000.00
Traffic Signal Improvements	Transportation	140 Tourism	\$ 200,000.00
Transportation Master Plan	Transportation	140 Tourism	\$ 300,000.00
<b>TOTAL</b>			<b>\$ 14,200,000.00</b>
<b>TRANSPORTATION FUND 105</b>	<b><u>PBB</u></b>	<b><u>Funding Source</u></b>	
Compton Garage Renovation & Wash Bay	Transportation	105 Transp	\$ 200,000.00
PW - Equip. Replace Unit #68 (Dump Truck)	Gov/Transp	105 Transp	\$ 140,000.00
PW - Equip Replace Unit #108 (backhoe)	Gov/Transp	105 Transp	\$ 96,000.00
PW - Equip Replace Unit #192 (bobcat)	Gov/Transp	105 Transp	\$ 60,000.00
* PW - Equip. Replace Unit #196 (roller)	Gov/Transp	105 Transp	\$ 110,000.00
PW - Equip. Replace Unit #202 (street sweeper)	Gov/Transp	105 Transp	\$ 186,000.00
* PW - Small Dozer	Gov/Transp	105 Transp	\$ 180,000.00
PW - Sidewalk Improvements	Comm/Transp	105 Transp	\$ 75,000.00
<b>TOTAL</b>			<b>\$ 1,047,000.00</b>
<b>W&amp;S LARGE CAP TOURISM 145</b>	<b><u>PBB</u></b>	<b><u>Funding Source</u></b>	
* Sunset Lift Station Upgrade Const	Infra/Env	145 Tourism	\$ 545,000.00
* Lift Station #10 & #34 Upgrade Eng	Infra/Env	145 Tourism	\$ 35,000.00
* Cooper Creek Capacity Exp Engineering	Infra/Env	145 Tourism	\$ 100,000.00
* 12" Water Main Ext. Branson North Const.	Infra/Env	145 Tourism	\$ 280,000.00
<b>TOTAL</b>			<b>\$ 960,000.00</b>
<b>W&amp;S OPER CAPITAL EQUIP 620</b>	<b><u>PBB</u></b>	<b><u>Funding Source</u></b>	
Rep. 45K Generator Unit #63	Governance/Infra	620 Cap Equip	\$ 45,000.00
Util - Veh. Replace Unit #227	Governance/Infra	620 Cap Equip	\$ 58,000.00
Util - Addition Veh. Sewer Collection	Governance/Infra	620 Cap Equip	\$ 36,000.00
Util - Rep. Unit #47 (dump truck)	Governance/Infra	620 Cap Equip	\$ 80,000.00

**FIVE YEAR CAPITAL PROGRAM SUMMARY**  
**FY-2017 CONTINUED**

TRAC Easement Jetter	Governance/Infra	620 Cap Equip	\$	45,000.00
Util - Flatbed Dump Truck Water Distribution	Governance/Infra	620 Cap Equip	\$	70,000.00
<b>TOTAL</b>			\$	<b>334,000.00</b>

**W&S OPERATING 146**

	<u>PBB</u>	<u>Funding Source</u>		
Hwy. 76 Water Main Replacements	Comm/Infra/Env	146 W/S Oper	\$	1,039,000.00
Downtown Imp. Water Main Replacements	Comm/Infra/Env	146 W/S Oper	\$	125,000.00
Scheduled Lift Station Pump Replacements	Infra/Env	146 W/S Oper	\$	90,000.00
Install Pumps & Controls - Lift Sta. #46	Infra/Env	146 W/S Oper	\$	115,000.00
Sewer Collection System Rehabilitation	Infra/Env	146 W/S Oper	\$	300,000.00
Wastewater Conveyance Study Update	Infra/Env	146 W/S Oper	\$	50,000.00
Asphalt Overlay Cooper Creek WWTP	Infra/Env	146 W/S Oper	\$	150,000.00
Water Meter Replacement	Infra/Env	146 W/S Oper	\$	100,000.00
Water Line Rehab - Neighborhoods	Infra/Env	146 W/S Oper	\$	400,000.00
Meadows WTP Filter Baffles	Infra/Env	146 W/S Oper	\$	75,000.00
Meadows WTP & Cliff Drive Asphalt Overlay	Infra/Env	146 W/S Oper	\$	150,000.00
Meadows WTP High Service Valve Replace	Infra/Env	146 W/S Oper	\$	36,000.00
Replace Well #7 Pump	Infra/Env	146 W/S Oper	\$	64,000.00
<b>TOTAL</b>			\$	<b>2,694,000.00</b>

# FIVE YEAR CAPITAL PROGRAM SUMMARY

FY-2018

## CAPITAL EXPENDITURES

### **GENERAL FUND 101**

	<u>PBB</u>	<u>Funding Source</u>	
Clerk - Electronic Document Mgmt Software	Governance	101 Gen Fund	\$ 35,000.00
* Fire Station 5	Community	140 Gen Fund	\$ 950,000.00
* Fire - Apparatus Station 5	Governance	101 Gen Fund	\$ 735,000.00
Fire Outdoor Warning Siren Replacement	Governance	101 Gen Fund	\$ 55,000.00
Fire - Command Staff Veh. Replace	Safety	101 Gen Fund	\$ 38,000.00
Parks - Alexander Park Restroom/Concession	Parks	140 Gen Fund	\$ 60,000.00
Parks - Replace Flooring at RecPlex	Parks	140 Gen Fund	\$ 54,000.00
Parks - Replacement Mower Golf Course	Governance/Parks	101 Gen Fund	\$ 45,000.00
Parks - Replace RecPlex Mower	Governance/Parks	101 Gen Fund	\$ 65,000.00
Parks - Replace Utility Tractor	Governance/Parks	101 Gen Fund	\$ 32,500.00
Parks - Replace Utility Terrain Vehicle	Governance/Parks	101 Gen Fund	\$ 20,500.00
Parks - Replace Veh. Unit #152	Governance/Parks	101 Gen Fund	\$ 32,500.00
Parks - Replace Veh. Unit #201	Governance/Parks	101 Gen Fund	\$ 30,000.00
Parks - Replace Veh. Unit #205	Governance/Parks	101 Gen Fund	\$ 100,000.00
Parks - Replace Veh. Unit #255	Governance/Parks	101 Gen Fund	\$ 40,000.00
Parks - Sanding/Refinishing RecPlex Gym Floor	Parks	140 Gen Fund	\$ 36,000.00
Parks - Sandblasting Pool	Parks	140 Gen Fund	\$ 75,000.00
Police - Vehicle Replace	Safety	101 Gen Fund	\$ 150,000.00
Eng- Trail Improvements	Community	140 Gen Fund	\$ 100,000.00
<b>TOTAL</b>			<b>\$ 2,653,500.00</b>

### **TOURISM FUND 140**

	<u>PBB</u>	<u>Funding Source</u>	
Downtown Reconstruction & Landscaping	Comm/Tourism	140 Tourism	\$ 2,000,000.00
Hwy. 76 Complete Street	Comm/Tourism	140 Tourism	\$ 10,000,000.00
<b>TOTAL</b>			<b>\$ 12,000,000.00</b>

### **TRANSPORTATION FUND 105**

	<u>PBB</u>	<u>Funding Source</u>	
PW - Rep. Veh. Unit #98	Gov/Transp	105 Transportation	\$ 32,000.00
PW - Rep. Veh. Unit #133	Gov/Transp	105 Transportation	\$ 32,000.00
PW - Rep. Veh. Unit #38	Gov/Transp	105 Transportation	\$ 30,000.00
PW - Rep. Veh. Unit #48	Gov/Transp	105 Transportation	\$ 27,000.00
PW - Rep. Veh. Unit #170	Gov/Transp	105 Transportation	\$ 33,000.00
PW - Rep. Equip. Unit #173	Gov/Transp	105 Transportation	\$ 95,000.00
PW - Rep. Equip Unit #290	Gov/Transp	105 Transportation	\$ 48,000.00
PW - Sidewalk Improvements	Community/Transp	105 Transportation	\$ 75,000.00
<b>TOTAL</b>			<b>\$ 372,000.00</b>

### **W&S LARGE CAPITAL TOURISM 145**

	<u>PBB</u>	<u>Funding Source</u>	
Lift Sta. #10 & #34 Upgrade Const.	Infra/Env	145 Tourism	\$ 480,000.00
Force Main Upgrade Lift Sta. #17	Infra/Env	145 Tourism	\$ 92,000.00
Cooper Creek Capacity Expansion Eng.	Infra/Env	145 Tourism	\$ 725,000.00
<b>TOTAL</b>			<b>\$ 1,297,000.00</b>

### **W&S OPER CAP EQUIP 620**

	<u>PBB</u>	<u>Funding Source</u>	
Util - Veh. Rep.. Unit #177	Governance/Infra	620 Water/Sewer	\$ 38,000.00
Util - Equip. Rep. Unit #83 sewer rodding machine	Governance/Infra	620 Water/Sewer	\$ 55,000.00
Util - Veh. Rep. Unit #151	Governance/Infra	620 Water/Sewer	\$ 28,000.00
Util - Veh. Rep. Unit #160	Governance/Infra	620 Water/Sewer	\$ 30,000.00
Util - Veh. Rep. Unit #179	Governance/Infra	620 Water/Sewer	\$ 28,000.00
Util - Equip. Rep. Unit #60 Air Compressor	Governance/Infra	620 Water/Sewer	\$ 25,000.00
Util - Equip. Rep. Unit #209 Backhoe	Governance/Infra	620 Water/Sewer	\$ 98,000.00
<b>TOTAL</b>			<b>\$ 302,000.00</b>

## FIVE YEAR CAPITAL PROGRAM SUMMARY

FY-2018 CONTINUED

<b>W&amp;S OPERATING 146</b>	<b><u>PBB</u></b>	<b><u>Funding Source</u></b>	
Water Main Replacements Hwy. 76	Infra/Env	146 Water/Sewer	\$ 1,039,000.00
Water Main Replacements Downtown Imp	Infra/Env	146 Water/Sewer	\$ 125,000.00
Scheduled Lift Station #17 Pump Rebuild	Infra/Env	146 Water/Sewer	\$ 38,000.00
Scheduled Lift Station Pump Rebuild	Infra/Env	146 Water/Sewer	\$ 92,000.00
Sewer Collection System Rehab	Infra/Env	146 Water/Sewer	\$ 320,000.00
Water Dist. & Sewer Collection Mtc. Facilities	Infra/Env	146 Water/Sewer	\$ 380,000.00
Asphalt Overlay Cooper Creek WWTP	Infra/Env	146 Water/Sewer	\$ 80,000.00
Scheduled Rebuild of Compton Drive Influent	Infra/Env	146 Water/Sewer	\$ 60,000.00
Replace Compton Sulfur Dioxide Feeders	Infra/Env	146 Water/Sewer	\$ 38,000.00
Replace compton Lab Building HVAC	Infra/Env	146 Water/Sewer	\$ 60,000.00
Water Meter Replacement	Infra/Env	146 Water/Sewer	\$ 100,000.00
Water Line Rehab Neighborhoods	Infra/Env	146 Water/Sewer	\$ 400,000.00
Install Cliff Drive HVAC	Infra/Env	146 Water/Sewer	\$ 15,000.00
Replace Well #3 Crosby Pump	Infra/Env	146 Water/Sewer	\$ 66,000.00
<b>TOTAL</b>			<b>\$ 2,813,000.00</b>

# FIVE YEAR CAPITAL PROGRAM SUMMARY

FY-2019

## CAPITAL EXPENDITURES

### **GENERAL FUND 101**

	<u>PBB</u>	<u>Funding Source</u>		
Admin - Rep. Veh. Unit #163	Governance	101 Gen Fund	\$	48,000.00
Fire - SCBA Replacement	Safety	101 Gen Fund	\$	300,000.00
Fire - Outdoor Warning Siren Rep.	Safety	101 Gen Fund	\$	25,000.00
Parks - Cantwell Park Retaining Wall	Parks	140 Gen Fund	\$	25,000.00
Parks - Rep. Veh. Unit #200	Governance/Parks	101 Gen Fund	\$	30,000.00
Parks - Restoration of Owen's Homestead	Parks	140 Gen Fund	\$	15,000.00
Parks - Roof Replacement RecPlex	Parks	140 Gen Fund	\$	176,000.00
Police - Vehicle Replace	Safety	101 Gen Fund	\$	150,000.00
Eng - Trail Improvements	Community	140 Gen Fund	\$	100,000.00
<b>TOTAL</b>			<b>\$</b>	<b>869,000.00</b>

### **TOURISM FUND 140**

	<u>PBB</u>	<u>Funding Source</u>		
Downtown Reconstruction & Landscaping	Comm/Tourism	140 Tourism	\$	1,370,000.00
Hwy. 76 Revitalization	Comm/Tourism	140 Tourism	\$	12,353,125.00
County Road Acceptance	Transp/Tourism	140 Tourism	\$	2,000,000.00
Traffic Signal Improvements	Transp/Tourism	140 Tourism	\$	200,000.00
Intersection Hwy. 165 at Green Mountain Drive	Transp/Tourism	140 Tourism	\$	600,000.00
<b>TOTAL</b>			<b>\$</b>	<b>16,523,125.00</b>

### **TRANSPORTATION FUND 105**

	<u>PBB</u>	<u>Funding Source</u>		
PW - Equip. Rep. Unit #64 Broce Broom	Governance/Transp	105 Transportation	\$	42,400.00
PW - Veh. Rep. Unit #146	Governance/Transp	105 Transportation	\$	26,000.00
PW - Stormwater Improvement	Comm/Transp	105 Transportation	\$	75,000.00
PW - Equip. Rep. Unit #169 Grader	Governance/Transp	105 Transportation	\$	192,000.00
Sidewalk Improvements	Comm/Transp	105 Transportation	\$	100,000.00
<b>TOTAL</b>			<b>\$</b>	<b>435,400.00</b>

### **W&S LARGE CAP TOURISM 145**

	<u>PBB</u>	<u>Funding Source</u>		
Lift Sta. #17 Force Main Upgrade Const	Infra/Env	145 Tourism	\$	615,000.00
Lift Sta. #21 Upgrade Engineering	Infra/Env	145 Tourism	\$	90,000.00
Cooper Creek Sewer Plant Expansion Eng	Infra/Env	145 Tourism	\$	725,000.00
<b>TOTAL</b>			<b>\$</b>	<b>1,430,000.00</b>

### **W&S OPER CAP EQUIP 620**

	<u>PBB</u>	<u>Funding Source</u>		
Util - Replace Portable Generator Unit #107	Governance/Infra	620 Water/Sewer	\$	48,000.00
Util - Replace Forklift - Unit #135	Governance/Infra	620 Water/Sewer	\$	30,000.00
Util - Add second vac/hydroexcavator truck	Governance/Infra	620 Water/Sewer	\$	310,000.00
Util - Repl. Compton effluent backup generator	Governance/Infra	620 Water/Sewer	\$	90,000.00
Util - Rep. Veh. Unit #259	Governance/Infra	620 Water/Sewer	\$	30,000.00
<b>TOTAL</b>			<b>\$</b>	<b>508,000.00</b>

### **W&S OPERATING 146**

	<u>PBB</u>	<u>Funding Source</u>		
Water Main Replacements Hwy. 76	Infra/Env	146 Water/Sewer	\$	1,039,000.00
Water Main Replacements Downtown Imp	Infra/Env	146 Water/Sewer	\$	125,000.00
Sched. Lift Sta. #21 Pump Rebuild	Infra/Env	146 Water/Sewer	\$	38,000.00
Sched. Lift Sta. Pump Rebuild/Replace	Infra/Env	146 Water/Sewer	\$	92,000.00
Sewer Collection System Rehabilitation	Infra/Env	146 Water/Sewer	\$	320,000.00

## FIVE YEAR CAPITAL PROGRAM SUMMARY

### FY-2019 CONTINUED

Sched. Rebuild Cooper Creek Influent Pumps	Infra/Env	146 Water/Sewer	\$	70,000.00
Sched. Rebuild Cooper Creek Return Pumps	Infra/Env	146 Water/Sewer	\$	45,000.00
Rep. Cooper Creek Odor Control Blowers	Infra/Env	146 Water/Sewer	\$	50,000.00
Water Meter Replacement	Infra/Env	146 Water/Sewer	\$	100,000.00
Water Line Rehab Neighborhoods	Infra/Env	146 Water/Sewer	\$	400,000.00
Water Master Plan Update	Infra/Env	146 Water/Sewer	\$	50,000.00
Meadows WTP Filter Baffles	Infra/Env	146 Water/Sewer	\$	75,000.00
Cliff Drive Intake Pumps	Infra/Env	146 Water/Sewer	\$	75,000.00
Meadows WTP Flouride Building	Infra/Env	146 Water/Sewer	\$	110,000.00
Replace Well #10 Pump	Infra/Env	146 Water/Sewer	\$	68,000.00
TOTAL			\$	2,657,000.00



## FIVE YEAR CAPITAL PROGRAM SUMMARY

FY-2020

### CAPITAL EXPENDITURES

#### **GENERAL FUND 101**

	<u>PBB</u>	<u>Funding Source</u>		
Fire - Operations Support/Rescue Squad	Governance	101 General Fund	\$	400,000.00
Fire - Outdoor Warning Siren Replacement	Safety	101 General Fund	\$	30,000.00
IT - Veh. Rep. Unit #164	Governance	101 General Fund	\$	31,000.00
Parks - Climbing Wall	Parks	101 General Fund	\$	25,000.00
* Parks - North Beach Park Lighting	Parks	140 General Fund	\$	50,000.00
Planning - Veh. Rep. Unit #162	Governance	101 General Fund	\$	23,000.00
Planning - Veh. Rep. Unit #189	Governance	101 General Fund	\$	29,000.00
Police - Vehicle Replace	Safety	101 General Fund	\$	150,000.00
Eng - Trail Improvements	Community	140 General Fund	\$	100,000.00
<b>TOTAL</b>			<b>\$</b>	<b>838,000.00</b>

#### **TOURISM FUND 140**

	<u>PBB</u>	<u>Funding Source</u>		
Downtown Reconstruction	Comm/Tourism	140 Tourism Fund	\$	1,000,000.00
Hwy. 76 Revitalization	Comm/Tourism	140 Tourism Fund	\$	11,500,000.00
County Road Acceptance	Comm/Tourism	140 Tourism Fund	\$	2,000,000.00
<b>TOTAL</b>			<b>\$</b>	<b>14,500,000.00</b>

#### **TRANSPORTATION FUND 105**

	<u>PBB</u>	<u>Funding Source</u>		
PW - Veh. Rep. Unit #86	Governance/Transp	105 Transportation	\$	55,000.00
PW - Veh. Rep. Unit #156	Governance/Transp	105 Transportation	\$	42,000.00
PW - Equip. Rep. Unit #166	Governance/Transp	105 Transportation	\$	80,000.00
PW - Sidewalk Improvements	Comm/Transp	105 Transportation	\$	100,000.00
PW - Veh. Rep. Unit #199	Governance/Transp	105 Transportation	\$	26,000.00
<b>TOTAL</b>			<b>\$</b>	<b>303,000.00</b>

#### **W&S LARGE CAP TOURISM 145**

	<u>PBB</u>	<u>Funding Source</u>		
Lift Sta. #21 Force Main Upgrade Const	Infra/Env	145 Tourism	\$	600,000.00
Gravity Sewer Ext. to Lift Sta. #14 Engineering	Infra/Env	145 Tourism	\$	90,000.00
Cooper Creek Capacity Expansion Const	Infra/Env	145 Tourism	\$	1,800,000.00
<b>TOTAL</b>			<b>\$</b>	<b>2,490,000.00</b>

#### **W&S OPER CAP EQUIP 620**

	<u>PBB</u>	<u>Funding Source</u>		
Util. Equip. Rep. Unit #184	Governance/Infra	620 Water/Sewer	\$	130,000.00
Util - Sewer Camera Equipment	Governance/Infra	620 Water/Sewer	\$	95,000.00
Util - Repl. Dump Truck Unit #214	Governance/Infra	620 Water/Sewer	\$	95,000.00
<b>TOTAL</b>			<b>\$</b>	<b>320,000.00</b>

#### **W&S OPERATING 146**

	<u>PBB</u>	<u>Funding Source</u>		
Water Main Replacements Hwy. 76	Infra/Env	146 Water/Sewer	\$	1,039,000.00
Water Main Replacements Downtown Imp	Infra/Env	146 Water/Sewer	\$	125,000.00
Sched. Lift Sta. #17 Pump Rebuild	Infra/Env	146 Water/Sewer	\$	38,000.00
Sched. Lift Sta. Pump Rebuild/Replace	Infra/Env	146 Water/Sewer	\$	92,000.00
Cellular SCADA Water Treatment Monitoring	Infra/Env	146 Water/Sewer	\$	44,000.00
Sewer Collection & System Rehab	Infra/Env	146 Water/Sewer	\$	400,000.00
Scheduled Rebuild Compton Drive Effluent	Infra/Env	146 Water/Sewer	\$	60,000.00
Sched. Rebuild Compton Drive Aerators	Infra/Env	146 Water/Sewer	\$	80,000.00
Water Meter Replacement	Infra/Env	146 Water/Sewer	\$	360,000.00
Water Line Rehab Neighborhoods	Infra/Env	146 Water/Sewer	\$	500,000.00
Pacific Street Water Tower HVAC units	Infra/Env	146 Water/Sewer	\$	40,000.00
Replace Well #12 Pump	Infra/Env	146 Water/Sewer	\$	68,000.00
<b>TOTAL</b>			<b>\$</b>	<b>2,846,000.00</b>

# SECTION 3

## 2016 Insurance Rates

### Employee Health, Dental & Life Insurance

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### Health & Wellness Incentive Program Requirements

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### Non-Tobacco User Incentive Program Requirements



## 2016 MONTHLY INSURANCE RATES

Effective 01/01/2016

### ANTHEM BLUE PREFERRED SELECT PPO PLAN

	TIER 1	TIER 2	TIER 3
<b>SINGLE</b>			
PREMIUM	\$ 588.28	\$ 588.28	\$ 588.28
CITY SHARE	\$ 588.28	\$ 500.04	\$ 411.80
EMPLOYEE SHARE	\$ -	\$ 88.24	\$ 176.48
<b>EMPLOYEE/SPOUSE</b>			
PREMIUM	\$ 1,174.34	\$ 1,174.34	\$ 1,174.34
CITY SHARE	\$ 982.41	\$ 894.16	\$ 805.92
EMPLOYEE SHARE	\$ 191.93	\$ 280.18	\$ 368.42
<b>EMPLOYEE/CHILD(REN)</b>			
PREMIUM	\$ 1,027.78	\$ 1,027.78	\$ 1,027.78
CITY SHARE	\$ 883.84	\$ 795.60	\$ 707.36
EMPLOYEE SHARE	\$ 143.94	\$ 232.18	\$ 320.42
<b>EMPLOYEE/FAMILY</b>			
PREMIUM	\$ 1,613.84	\$ 1,613.84	\$ 1,613.84
CITY SHARE	\$ 1,277.97	\$ 1,189.73	\$ 1,101.49
EMPLOYEE SHARE	\$ 335.87	\$ 424.11	\$ 512.35

**Tier 1: Employees are eligible for this tier if they are a non-tobacco user and elect to participate in the City of Branson Wellness Program**

**Tier 2: Employees are eligible for this tier if they are a tobacco user and elect to participate in the City of Branson Wellness Program OR are a non-tobacco user and elect not to participate in the City of Branson Wellness Program - 15% of employee's premium portion paid by Employee**

**Tier 3: Employees are eligible for this tier if they are a tobacco user AND elect not to participate in the City of Branson Wellness Program - 30% of employee's premium portion paid by Employee**

**2016 MONTHLY INSURANCE RATES**  
Effective 01/01/2016

**DELTA DENTAL**

**SINGLE**

PREMIUM	\$36.82
CITY SHARE	\$36.82
EMPLOYEE SHARE	<u>\$0.00</u>

**EMPLOYEE/SPOUSE**

PREMIUM	\$73.62
CITY SHARE	\$36.82
EMPLOYEE SHARE	<u>\$36.80</u>

**EMPLOYEE/CHILD(REN)**

PREMIUM	\$81.46
CITY SHARE	\$36.82
EMPLOYEE SHARE	<u>\$44.64</u>

**EMPLOYEE/FAMILY**

PREMIUM	\$109.98
CITY SHARE	\$36.82
EMPLOYEE SHARE	<u>\$73.16</u>

**ANTHEM LIFE INSURANCE**

CITY PROVIDES ALL FULL-TIME EMPLOYEES  
WITH GROUP TERM LIFE AND AD&D INSURANCE COVERAGE AT ONE-TIMES  
ANNUAL SALARY, ROUNDED UP TO THE NEXT THOUSAND, UP TO \$100,000 MAXIMUM.  
RATE IS .169 PER \$1,000.00 OF COVERAGE FOR LIFE AND .02 PER \$1,000 OF COVERAGE FOR AD&D.  
ENTIRE PREMIUM IS PAID BY THE CITY OF BRANSON.

**Health Insurance:** The City of Branson will again offer the Anthem Blue Preferred Select PPO health insurance plan for 2016. The 2016 rates reflect an increase of 5%, which include all applicable fees associated with the Patient Protection and Affordable Care Act. As was the case in 2015, this plan includes the addition of out-of-state, in-network coverage.

Employees will continue to receive 100% of the employee portion of their 2016 health insurance premiums paid by the City of Branson if they participate in the Health & Wellness Incentive Program and are non-tobacco users participating in the Non-Tobacco User Incentive Program.

Employees who do not participate in the Health & Wellness Incentive Program or who use tobacco products, will continue to pay 15% of the employee portion of their 2016 health insurance premium.

Employees who use tobacco and do not participate in the Non-Tobacco User Incentive Program will pay 30% the employee portion of their 2016 health insurance premium.

Employees will pay 67.25% of the dependent portion of their 2016 health insurance premium. Considering the cost of employees' premiums added and averaged with dependent premiums, the City will pay nearly 85% of the medical insurance premium for its employees.

The primary elements of the plan continuing for 2016 are for in-network use:

- *Deductible:* \$0 deductible for employee only/\$0 deductible for employee plus dependents
- *Coinsurance:* Remain the same amount/percentages as in 2015, dependent upon the type of health care cost
- *Routine exams:* Remain the same as in 2015, including "well woman" or "well man" checkups, and eye examinations

There will be some plan modifications for 2016. Those in-network changes are:

- *Maximum out of pocket:* **from** \$1,000 employee only/\$2,000 employee plus dependents **to** \$1,250 employee only/\$2,500 employee plus dependent
- *Prescription drug benefit:* **from** \$10 generic/\$25 preferred brand/\$50 non-preferred brand/25% coinsurance for specialty "formulary" prescriptions **to** \$15 generic/\$45 preferred brand/\$75 non-preferred brand/25% coinsurance for specialty "formulary" prescriptions
- *Office Visits:* **from** \$20 **to** \$25
- *Urgent Care:* **from** \$50 **to** \$75
- *Emergency Room Visits:* **from** \$150 **to** \$250

**Dental Insurance:** 2016 Delta Dental insurance rates will increase by 5% due to various factors among which are plan costs and fees associated with the Patient Protection and Affordable Care Act.

**Life Insurance:** Anthem Basic Life Insurance rates, paid by the City, will remain the same as 2015. Optional Employee Life Insurance rates will also remain flat.



## CITY OF BRANSON

### 2017 EMPLOYEE HEALTH & WELLNESS INCENTIVE PROGRAM ELIGIBILITY REQUIREMENTS (REQUIREMENTS MUST BE MET DURING 2016)

To qualify for the 2017 Employee Health & Wellness Incentive Program, which may affect premiums for Employee Coverage under the City's Group Health Insurance Plan during 2017, **an employee must complete the following requirements between January 1, 2016 and December 15, 2016:**

1. Complete a Health Risk Assessment ("HRA") Questionnaire and Biometric Screening during the City's annual Health & Wellness Fair or complete an HRA Questionnaire and comply with testing requirements outlined on an HRA Equivalent Biometric Screening Requirements form (form may be obtained from the Human Resources Department for the employee's personal physician to complete). At the employees choosing, the confidential **sealed** results will be provided to the City's Human Resources Department for delivery to the HRA provider OR mailed directly to the HRA provider by the employee.

**AND**

2. Attend, view or participate in three wellness presentations or activities to be offered by the City during 2016.

**AND**

3. Choose and complete a minimum of 60 passive option points and 80 active option points each month during 2016, and return the completed Wellness Points Quarterly Checklist to the Human Resources Department within 7 business days after the end of each calendar quarter.

**IF AN EMPLOYEE COVERED UNDER THE CITY'S HEALTH INSURANCE PLAN COMPLETES THE ABOVE REQUIREMENTS BY DECEMBER 15, 2016 AND PARTICIPATES IN THE 2017 EMPLOYEE NON-TOBACCO USER INCENTIVE PROGRAM, THE EMPLOYEE WILL BE ELIGIBLE FOR THE LOWEST OUT-OF-POCKET EMPLOYEE COVERAGE HEALTH INSURANCE PREMIUM RATE TIER DURING 2017.** Covered employee's choosing not to participate in the City's 2017 Employee Health & Wellness Incentive Program or who fail to complete ALL of the above outlined requirements during 2016 to qualify for participation in the 2017 program will pay an additional percentage of their Employee Coverage health insurance premium costs during 2017 for that reason alone.

*If it is unreasonably difficult for an employee to meet the requirements of this program due to a health factor, or if it is medically inadvisable for an employee to attempt to meet the requirements of this program, the employee shall contact the City's Human Resources Department to request a reasonable alternate standard. An employee who fails to request a reasonable alternate standard will pay an additional percentage of his/her Employee Coverage health insurance premium costs. Provisions of this incentive program may change during 2016. Should any changes occur, affected employees shall be notified in writing on or before September 1, 2016.*

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I have read the above 2017 Employee Health & Wellness Program Incentive Program Requirements and understand my options under these requirements.

PLEASE CHECK THE APPLICABLE OPTION:

\_\_\_\_\_ **YES-** I choose to participate in the 2017 Employee Health & Wellness Incentive Program

\_\_\_\_\_ **NO-** I choose **not** to participate in the 2017 Employee Health & Wellness Incentive Program

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date



# CITY OF BRANSON

## 2016 EMPLOYEE NON-TOBACCO USER INCENTIVE PROGRAM ELIGIBILITY REQUIREMENTS

PLEASE CHECK THE APPLICABLE OPTION:

\_\_\_\_\_ **I am not a tobacco user and do not intend to begin using tobacco in 2016.** If I do begin using tobacco during 2016, I agree to immediately notify the City’s Human Resources Department and I will be required to pay 15% of the Employee Coverage health insurance premium costs in 2017.

\_\_\_\_\_ **I am a tobacco user, but will stop using tobacco before January 1, 2016 (or, for new employees, the first day of the month following the month of hire)...OR... I will enroll in a qualifying tobacco cessation program provided at no cost to me by the City of Branson through its Employee Assistance Program (EAP).** *Employees who elect this option will not be required to pay 15% of the Employee Coverage health insurance premium for 2016, but they be required to stop using tobacco or complete the tobacco cessation program, otherwise they will be obligated to pay 15% of the Employee Coverage health insurance premium in 2017.*

\_\_\_\_\_ **I am a tobacco user and will continue using tobacco in 2016 and choose not to participate in this program.** I realize that I will be obligated to pay 15% of the Employee Coverage health insurance premium costs during 2016 because of this.

\_\_\_\_\_ **I am not a tobacco user but I choose not to participate in this program.** I realize that I will be obligated to pay 15% of the Employee Coverage health insurance premium costs during 2016 because of this.

**The City of Branson retains the right to require reasonable suspicion tobacco use testing of employees during all times an employee is claiming benefits under the City’s Employee Non-Tobacco Use Incentive Program.**

**IF AN EMPLOYEE COVERED UNDER THE CITY’S HEALTH INSURANCE PLAN PARTICIPATES IN THE 2016 EMPLOYEE NON-TOBACCO USER INCENTIVE PROGRAM AND COMPLETED ALL OF THE 2016 EMPLOYEE HEALTH & WELLNESS INCENTIVE PROGRAM REQUIREMENTS, THE EMPLOYEE WILL HAVE 100% OF HIS/HER EMPLOYEE COVERAGE HEALTH INSURANCE PREMIUM COSTS PAID BY THE CITY DURING 2016.** Covered employee’s choosing not to participate in or who fail to qualify for the City’s 2016 Employee Non-Tobacco User Incentive Program will pay 15% of their Employee Coverage health insurance premium costs during 2016 for that reason alone.

***If it is unreasonably difficult for an employee to meet the requirements of this program due to a health factor, or if it is medically inadvisable for an employee to attempt to meet the requirements of this program, the employee shall contact the City’s Human Resources Department to request a reasonable alternate standard. An employee who fails to request a reasonable alternate standard may be required to pay 15% of his/her Employee Coverage health insurance premium costs for 2017.***

**I have read the above 2016 Employee Non-Tobacco User Incentive Program Requirements and understand my options under these requirements.**

By signing below, I am stating I am aware that falsification of information regarding tobacco usage is a violation of the Human Resources Manual Rule 4, Section 2B(4)a: dishonesty in any form or degree. If I am found to have provided false information or to have failed to immediately notify the City’s Human Resources Department as required by my above-selected option, I understand I will be responsible for paying the additional 15% Employee Coverage health insurance premium in 2017.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

# SECTION 4

## Pay Plan/Merit Plan



## MERIT MATRIX

Rating	5.50-6.00	5.00-5.49	4.50-4.99	4.00-4.49	3.50-3.99	3.00-3.49	0.00-2.99
Increase	5.00%	4.50%	4.00%	3.50%	3.00%	2.50%	0.00%



**SECTION 5**  
**Reserve Policy**



### **SECTION 3. RESERVES**

It is important for the financial stability of the City to maintain reserve funds for unanticipated or extraordinary expenditures, revenue shortfalls or unforeseen emergencies, as well as to provide adequate working capital for current operating needs so as to avoid short-term borrowing.

When determining the appropriate level of reserve balance to retain in each fund, the City used factors such as diversity and volatility of the revenues and expenditures (i.e., a higher level of reserves may be needed if significant revenue sources are subject to unpredictable fluctuations, which is the case with the City's main source of revenue-sales tax), potential drain upon general fund resources from other funds and commitments as well as the availability of resources in other funds, credit-rating implications, economic realities, and GFOA guidelines to set the City's minimum fund balance requirement. The GFOA (Government Finance Officers Association) recommends a minimum fund balance of no less than 2 months of regular operating expenditures (16.7%).

The City will maintain total reserves for the General Fund that includes an Operating Reserve and a Contingency Reserve. The City will also maintain an Operating Reserve for the Recreation Fund and the Water & Sewer Fund. The total of the Operating Reserves for all three funds should be a minimum of 20 percent.

The City will also maintain a \$125,000 Revenue Shortfall Reserve in the Tourism Marketing Fund. This amount provides a reasonable level of assurance that the City can continue to reimburse the amount budgeted for marketing expenditures under the current contractual obligation if revenues are insufficient to cover these expenditures during times of revenue shortfalls.

All other funds, including Special Revenue Funds, Debt Service Funds and Capital Projects Funds, do not have a fund balance requirement. Fund balances in these funds are dictated by revenue sources and are equal to a schedule of expenditures and capital projects.

An Operating Reserve will be budgeted in order to provide sufficient funds to meet the cash flow needs of the current operating budget. The Operating Reserve establishes a target amount in order to provide a reasonable level of assurance that day-to-day operations can continue if revenues are insufficient to cover expenditures during times of funding shortfalls (an emergency basis). The City's Contingency Reserve accumulates funds to be expended only when certain specific circumstances or conditions exist that were not anticipated and are not expected to occur routinely.

#### **Policy Statement**

1. Per Branson Code Sec. 2-426-Operating Reserve funds, the City will maintain fund balances in the General Fund, Recreation Fund, and the Water Fund at a level which will avoid issuing short-term debt to meet the cash flow needs of the current operating budget. An Operating Reserve fund balance shall be composed of a minimum General Fund and Water Sewer Fund balance of 20% of the operating expenditures of the current adopted budget (established per Ordinance). The Parks & Recreation Fund shall be composed of a minimum Fund balance of 10%. (Established per Ordinance)
2. Actual approval of the Contingency Reserve balance each fiscal year is through the advisement of the Board of Aldermen and then through the final adoption of the budget.
3. Funds in any of the Reserves cannot be used without specific direction from the Board of Aldermen.

4. Funds in all of the Reserves will be replenished as described below.
5. The Board of Aldermen will annually review the adequacy of all reserve balances.

### **Use, Withdrawal and Replenishment Requirements**

Operating Reserves may be used for emergency purposes resulting from the following: adverse impact on expenditures from a natural disaster such as flooding or tornado; unexpected loss or reduction of a key revenue source; price changes mandated by another governmental entity; volatility in certain special program funding; unexpected lawsuit liability.

Possible uses for the Contingency Reserves are as follows: unexpected or extraordinary onetime expenditures that have been identified during the current fiscal year that do not have a monetary effect on future budgets or incur significant operating and maintenance costs (11011- reoccurring expenditures); unanticipated land acquisitions; one-time unanticipated capital costs; debt reduction. This money cannot be used to fund new programs or positions not included in the current year budget that will have an ongoing effect on future budgets.

A withdrawal from any of the reserve funds requires a majority approval by the Board of Aldermen through a resolution.

The City may choose to use part of the 20% Operating Reserves any time throughout the fiscal year, but only once the City Administrator has determined that no other viable source of funds are available for operations or that all expenditures have been reduced to necessity and only upon a majority vote of the Board of Aldermen. Should the Operating Reserve fall below the anticipated reserve level as stated in this Policy, the City Administrator will bring forward a plan as part of the subsequent fiscal year budget to the Finance Committee and ultimately the Board of Aldermen to replenish said reserve in a reasonable timeframe.

### **Administrative Responsibilities**

The Finance Director shall be responsible for monitoring and reporting the City's various reserves to the Finance Committee on at least a quarterly basis. The City Administrator is directed to make recommendations to the Finance Committee and the Board of Aldermen on the use of reserve funds both as an element of the annual operating budget submission and from time to time throughout the year as needs may arise.

The Finance Director shall annually submit a report to the Finance Committee outlining the status of the City's various components of the Fund Balance of each fund. This report shall be submitted within thirty days of the receipt of the annual financial audit.