

**ORDINANCE NO 192**

**City of Fair Grove**

**Annual Budget Worksheet**

**2020 - 2021 Fiscal Year**

**BILL NO 20-09**

**July 14, 2020**

# Annual Budget Worksheet

## General Fund-Revenues

	18 19	19 20		20 21	Comment
	Actual	Budget	Projected	Proposed	
Asset sales	\$ 75			\$ -	
Bldg permits	10,787	6,336	9,825	7,000	
Donations	1,952	8,000	1,250		MIRMA/Wε
Franchise fees-cable/elect	73,439	80,000	68,038	75,000	
Grant receipts	11,588	10,100	9,796	10,500	EM/police4
Interest Income	2,076	1,700	3,300	2,800	
LET Local/POST	722	700	609	650	POST
License&permits	6,856	6,600	8,217	7,000	
Misc income (1)	2,174	2,000	1,021	2,000	
Motor vehicle tax(state)	55,800	57,000	54,940	57,000	
Municipal Court Income	67,878	69,800	59,986	44,800	
Muni Partnership Project	78,570	14,285	14,285	14,285	
Property tax	88,139	91,400	91,486	93,066	
Railroad&utility	998	950	380	500	
Rent	9,765	9,765	9,765	9,765	
Road&bridge (streets)	10,694	10,600	11,470	11,500	
Sales tax regular	168,505	172,000	185,866	186,000	
Sales tax-cap imp	84,252	86,000	92,933	93,000	
Sales tax-streets	84,252	86,000	92,933	93,000	
Sales tax -law GC	35,240	32,500	31,432	36,403	
Fund Balance		93,500	93,500		
<b>Totals</b>	<b>\$ 793,762</b>	<b>\$ 839,236</b>	<b>\$ 841,032</b>	<b>\$ 744,269</b>	

### Fund Expenditures ( Schedules)

<b>General</b>	\$ 168,458	\$ 179,823	\$ 179,429	\$ 186,554
<b>Police Dept.</b>	332,090	345,186	343,070	305,032
<b>Court</b>	64,773	74,880	68,196	88,975
<b>Streets</b>	137,027	223,602	238,447	152,708
<b>Parks</b>	-	11,000	11,000	11,000
<b>Totals</b>	<b>\$ 702,348</b>	<b>\$ 834,491</b>	<b>\$ 840,142</b>	<b>\$ 744,269</b>

Revenues Over (Under) \$ 890 \$ 0

# City of Fair Grove Annual Budget Worksheet

## General Fund-General Expenditures

	18 19	19 20		20 21	Comment
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Proposed</u>	
Accounting	5,353	5,650	5,024	5,500	
Advertising	\$ 883	\$ 900	\$ 841	\$ 900	
Annual audit	2,080	2,080	2,160	2,240	
Assessor fees	563	575	590	610	
Bond Agent Fee					
Capital expenditures	0				tile/carpet cityhall
Codification	2,094	2,000	1,834	2,000	
Collection Fees	1,319	1,300	1,370	1,400	
Computer Maintenance	1,312	1,350	1,396	1,400	
Contract labor	8,537	9,000	7,035	9,000	Hopper/Quillity Clean
Dues	1,075	1,200	1,100	1,200	mml/smcog/cc
Election costs	689	1,400	1,555	1,800	
Emergency Management	19,123	18,463	18,991	22,050	
Engineering Expense	2,829	2,000	7,411	2,500	saddle club/Kum/Go
Equipment & Repairs	73	350	105	350	phone/calculator
Insurance-City	3,613	3,900	4,855	5,200	
Legal	944	2,700	1,935	2,500	
Misc Expencc	3,348	3,300	2,160	3,000	spring cl/pop
Ofc supplies&post.	1,278	1,350	1,275	1,350	
Plan & Zoning		500	0	0	
Printing	209	0	0	0	
Repairs & maint.	2,137	3,500	1,052	3,000	mowing, HVAC
Salaries/taxes/insurance	73,318	77,705	81,000	82,454	
Supplies & misc.	187	400	400	400	
Telephone	3,670	2,700	3,050	2,500	
Travel & training	2,242	4,000	3,944	4,000	MML-MIRMA-CC
Street Lights	27,246	29,000	26,831	27,200	
Utilities	4,336	4,500	3,515	4,000	
<b>Totals</b>	<b><u>\$ 168,458</u></b>	<b><u>179,823</u></b>	<b><u>179,429</u></b>	<b><u>186,554</u></b>	

Note 1:

Note 2:

# City of Fair Grove

## Annual Budget Worksheet

### MUNICIPAL COURT

**Income**

	<u>18 19</u> Actual	<u>19 20</u> Budget      Projected		<u>20 21</u> Proposed	<u>Comments</u>
Court fee income	67,878	65,000	54,500	40,000	
Court facilities fees	4,800	4,800	4,800	4,800	
	<u>\$ 72,678</u>	<u>\$ 69,800</u>	<u>\$ 59,300</u>	<u>\$ 44,800</u>	

**Expenditures**

	<u>18 19</u>	<u>19 20</u>		<u>20 21</u> Proposed	<u>Comments</u>
Judge expense	3,000	3,600	3,600	4,200	\$300 per court
Prosecuting Attny	\$15,538	\$20,000	16,910	\$ 21,000	
Capital Exp				\$ 1,000	paint
Computer Maint		\$250	281	\$ 250	
Court Clerks	41,493	45,220	43,000	55,965	
Dues	60	60	60	60	
Insurance	1,806	2,000	2,427	2,500	
Ofc Supplies Postage	1,384	1,300	1,200	1,300	
Misc. Exp	349	250	318	700	clerk bond
Travel & Training	1,143	2,200	400	2,000	judge/clerk
Facilities rent					room, utilities
	<u>\$ 64,773</u>	<u>\$ 74,880</u>	<u>\$ 68,196</u>	<u>\$ 88,975</u>	

# City of Fair Grove Annual Budget Worksheet

## Police Department Expenditures

	18 19	19 20		20 21	Comment
	Actual	Budget	Projected	Proposed	
Advertising	\$ 12	\$ 25		\$ 50	
Cap expenditures	1,800	600	600	4,786	see attached
Com software/Maintenance	4,183	4,800	4,411	4,800	ITI
Debt Ser-car lease	22,117	22,000	22,705	11,909	
Dog impound		0			
Drug dog/handler		0			
Dues	444	500	470	500	
Equipment& repair	4,322	3,000	3,562	2,500	grant \$1330/vest
Insurance City	11,516	12,600	15,474	16,200	
Legal fees		250	0	250	
Misc. expense	676	500	466	500	
Ofc supplies&postage	1,376	1,300	1,150	1,300	
Printing	348	450	380	450	citations
Repair & maint.	11,243	4,000	4,252	5,500	
Reserve Officer fuel allow	1,000	1,200	325	800	
Salaries/taxes/insurance	247,900	266,311	267,000	229,487	grant income aprox. \$4,000
Supplies	1,122	2,500	1,800	2,500	
Telephone	2,905	2,650	2,603	2,500	
Travel & training	2,209	3,000	2,061	2,500	1,000 ammo
Uniforms	2,450	2,500	2,247	2,500	
Utilities	5,152	5,000	4,629	5,000	
Vehicle Fuel	11,315	12,000	8,935	11,000	
<b>Totals</b>	<b>\$ 332,090</b>	<b>\$ 345,186</b>	<b>\$ 343,070</b>	<b>305,032</b>	

Note 1:

Note 2:

# City of Fair Grove

## Annual Budget Worksheet

### Streets Expenditures

Streets	18 19	19 20		20 21	Comments
	Actual	Budget	Projected	Proposed	
Advertising	29	50	0	30	
Capital expenditures	13,545	\$ 10,000	\$ -	\$ 1,000	bucket
Contract labor	8,893	4,900	4,100	6,000	
Construction		0			
Debt service/trk pmt		0			
Equipment & Repairs	1,654	2,000	1,225	2,000	note 1
Engineering Exp	3,429	500	2,245	1,000	
Printing	0	0		-	
Insurance	677	800	911	990	
Repairs & main	86,631	88,000	114,247	78,965	Hickory St
Partnership Projects-		40,000	45,919	14,285	
Storm sewer		45,255	45,255	5,000	
Salaries/taxes/insurance	18,905	23,097	15,000	13,838	
Supplies	481	5,000	3,500	5,000	
Misc expense.	22	300	200	300	
Telephone	396	400	460	500	
Travel & Training	17	200	-	200	
Tools	220	1,000	250	500	concrete saw
Uniforms	51	100	-	100	
future tractor arm				20,000	
Vehicle -Tractor/fuel	2,077	2,000	5,135	3,000	truck expenses, tires, etc
	<u>\$ 137,027</u>	<u>223,602</u>	<u>\$ 238,447</u>	<u>\$ 152,708</u>	

Note 1. tractor-brushhog-dump repairs, mower blades, dump blades,

## Emergency Management

<u>Income</u>	<u>18-19</u>	<u>19-20</u>	<u>19-20</u>	<u>20-21</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Proposed</u>
City to Emergency Management	13,250	12,363	13,917	15,460
Donations (WalMart)			0	
Government Grants	5,169	6,100	6,064	6,591
Misc. Income				
<b>Total Income</b>	<b>18,419</b>	<b>\$18,463</b>	<b>\$19,981</b>	<b>\$22,051</b>

  

<u>Expenditures</u>	<u>18-19</u>	<u>19-20</u>	<u>19-20</u>	<u>20-21</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Proposed</u>
Capital Expenditures		225	230	
Dish/Utube	640	890	600	600
Dues				
Equipment	2,300	430	1,500	1,025 Baron 6m Firestick
Equipment repairs				
car Insurance	477	477	477	477
Greene County contract	4,305	4,304	4,304	4,304
Misc. Expenses	0	0		
Siren Repairs & Maintenance	670	2,744	1,231	3,865
Contract Labor	6,200	6,200	7,400	8,100
Supplies (office)		0		225
Travel & Training	28	0	149	
Utilities	529	540	530	540
Vehicles-Fuel, Oil & Repairs	2,290	2,003	2,600	1,952 trk & car
Wireless Internet	955	650	960	962
<b>Total Expenditures</b>	<b>18,394</b>	<b>18,463</b>	<b>19,981</b>	<b>22,050</b>

# City of Fair Grove Annual Budget Worksheet

## Sewer Fund Revenues

	18 19	19 20		20 21	Comments
	Actual	Budget	Projected	Proposed	
transfer from Rev/payments	21,000	21,000	21,000	21,000	transfer and balance
transfer from GO Bond	33,500	33,500	33,500	33,500	
Interest Income	2,350	1,700	4,000	2,000	
Grant-Donation	6,314	6,526	6,091	5,625	mirma
Misc.	0	0			
Sewer Sales	297,770	297,000	292,605	297,000	
Fines and Penalties	6,954	6,400	4,994	5,000	
Tap-in fees	2,100	1,200	3,000	1,800	
Impact fees	8,350	1,600	4,000	2,400	
Depr. & Replace/Fund bal		51,000		186,944	
	<u>\$ 378,338</u>	<u>\$ 419,926</u>	<u>\$ 369,190</u>	<u>\$ 555,269</u>	

### Fund Expenditures

Sewer	<u>\$ 330,152</u>	<u>420,976</u>	<u>\$359,991</u>	<u>\$ 555,269</u>
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Revenues Over (Under) -1,050 9,199 (0)



# City of Fair Grove Annual Budget Worksheet

## Sewer Fund Expenditures

	18 19	19 20		20 21	Comments
	Actual	Budget	Projected	Proposed	
Accounting	2,831	2,750	2,520	2,750	
Advertising	-	\$ 50	\$ 16	\$ 50	public hearing bids
Analytical Services	3,020	3,500	3,050	3,500	amonia & sludge test
Auditing	2,080	2,080	2,160	2,240	40%gen40%sewer20%park
Bond Agent Fees	2,500	3,343	3,467	3,450	mdnr/rev/go
Capital Exp	-				
Collection Fees	14,771	14,400	14,530	14,700	5%
Computer Main.		150	-	150	
Contract Labor	12,000	15,000	12,000	15,000	clean stream
Clean Sewer lines		2,000		2,000	
Sewer I&I	8,240	30,000	30,000	40,000	smoke
Construction				120,000	CC upgrade70,000?
Dues	317	450	500	500	MRWA
Engineering	-	2,000	-	8,000	
Equipment & repairs	9,399	2,000	1,750	9,500	7,500mirma
Fees	1,185	1,600	1,500	1,600	Primacy+ MO One Call
Insurance City	3,613	4,200	4,855	5,200	
Interest exp	7,646	6,845	6,973	6,500	rev bond/go bond
Lab supplies	796	1,070	500	1,000	lab equip
Legal		200	0	200	
Misc expense	243	1,500	500	1,500	lime field
Printing		0	0	0	fog/business cards
Office supplies & Post	1,235	1,200	1,110	1,200	
Debt Service (GO)	26,200	26,600	26,600	27,000	GO Prin
Principal Rev Bond	16,000	16,200	16,200	16,500	rev bond
Transfer to Rev/payments	21,000	21,000	21,000	21,000	1750 MONTH
Dep & replacement fund	48,000	48,000	48,000	48,000	\$4000 a month
Rep & Maintenance	13,777	75,000	33,500	74,240	see attached
Salaries/taxes/insurance	78,465	80,638	65,000	63,439	
Supplies	1,483	1,700	1,500	1,700	
Tools	180	200	250	250	
Tele/Internet/Tablet	5,673	4,000	3,540	3,500	
Travel & Training	387	1,000	150	1,000	
Uniforms	51	100	0	100	
Utilities	46,836	50,000	53,920	55,000	generator fuel/electric/trash
Vehicle	2,224	2,200	4,900	4,500	trk repair/fuel
	<u>\$ 330,152</u>	<u>\$ 420,976</u>	<u>\$ 359,991</u>	<u>\$ 555,269</u>	

# Fair Grove District Park Budget

Income	Acct	18-19	19 20	19 20	20 21	
		Actual	Budget	Projected	Proposed	
Fund Balance					82,320	
City Allocation to Park	3800	11,000	11,000	11,000	11,000	
Concessions	4055	4,787	3,000	1,657	3,000	
Donations	4060					
Government Grants	4090			23,001		DNR-tile
Greene County Park Tax	4470	66,000	62,000	62,781	65,000	
Fair Grove Sales Park Tax	4470	45,000	44,000	46,466	46,000	
Interest Income	4170	457	400	909	700	
O'Bannon Lease		12,900	54,450	26,977	0	
Misc. Income	4250	305	400	250	300	mower rental
Program Fees - other	4310	15,966	10,000	8,748	10,000	
Program fees - Soccer	4311					
Program fees - Basketball	4312					
Program fees - Baseball	4315					
<b>Total Income</b>		<b>156,415</b>	<b>\$185,250</b>	<b>\$181,789</b>	<b>\$218,320</b>	
Expenditures	Acct	Actual	Budget	Projected	Proposed	
Accounting	6010	624	1,000	900	1,000	
Advertising	6030	64	100		100	
Auditing	6110	1,040	1,040	1,080	1,120	
Capital Expenditures	6170	45,719	69,900	100,410	50,000	ballfield,parking lot
Concessions	6225	3,564	3,000	3,250	4,000	
Contract labor- other	6250	19,960	23,000	170	1,000	
Contract labor-Baseball	6255			0	2,500	
Contract labor- Soccer	6251			5,070	10,000	
Contract labor-Basketball	6252			2,820	3,500	
Dues	6410		350	120	350	
Engineering	6470					
Equip. One tme Purchase	6490					copier,ice machine
Equipment / Repairs	6490	4,671	5,000	800	5,000	
Insurance	6530	1,355	1,500	1,821	1,950	
Interest Expense	6550	2,241	4,000	4,740	5,000	LEASE
Legal	6630				500	
Misc. Expenses	6650	125	500	27	500	
Office supplies & Postage	6690	500	700	476	600	
Principal/Debt Service	6330	0	8,000		70,000	LEASE
Printing	6770	0				
Program Expenses-Trick	6781			3,278	2,000	
Program Expenses-Soccer	6782			1,193	3,000	
Program Expenses-Basket	6783			3,517	3,500	
Program Exp- Winter	6784			628	1,000	
Program Expenses-Baseball	6785			3,065	3,000	
Program supplies- other	6780	19,007	17,000	1,521	2,000	
Repairs & Maintenance	6830	4,099	10,000	6,400	10,000	fields, playgnds,building
Rent expense	6790					lights
Salaries & Related Expenses	5010	13,718	25,000	15,000	25,000	
Supplies misc-TP, etc	6930	845	2,000	1,700	2,000	
Telephone/Internet	6950	0	1,000	918	1,000	one call
Travel & Training-mileage	6990	0	1,000	1,120	1,200	
Utilities	7030	4,230	8,000	4,345	5,000	
Vehicles-Gas & Oil	7050	991	2,000	1,000	1,500	
Website Develop/Work	6995	429	1,000	400	1,000	
Cash Reserve						
<b>Total Expenditures</b>		<b>123,182</b>	<b>185,090</b>	<b>165,769</b>	<b>218,320</b>	

# City of Fair Grove Annual Budget Worksheet

Debt Service General Obligation Bond \$500,000

## Income

	18 19	19 20		20 21	Comment Comments
	Actual	Budget	Projected	Proposed	
Interest	\$ 682	\$ 575	\$ 1,150	\$ 1,500	
Property taxes	33,022	36,000	40,000	42,000	
Railroad and utility	390	400	496	500	
	<u>\$ 34,094</u>	<u>\$ 36,975</u>	<u>\$ 41,646</u>	<u>\$ 44,000</u>	

## Expenditures

	18 19	19 20		20 21	Comments
				Proposed	
Assessment Fees	220	250	250	300	
Advertising					
Bond Agent fees					under sewer fund
Collection fees	515	600	500	600	
Interest	-				under sewer fund
Principal payments					under sewer fund
Transfer to sewer	33,500	33,500	33,500	33,500	
	<u>\$ 34,235</u>	<u>\$ 34,350</u>	<u>\$ 34,250</u>	<u>\$ 34,400</u>	

# City of Fair Grove Budget Worksheet - Salaries

2020-2021  
(2080 work hours in a year)

	Anniversary Date	Current Rate	Last Raise	Proposed Rate	Part Time	Hours	Overtime Amt	Total
Chief	4/6/2006	50,078	7/1/2019	50,078				\$ 50,078
Officer 6	6/1/2019	12.67	7/14/2020	13.97		55	1153	\$ 30,210
Officer 2	6/5/2020	11.50	7/14/2020	13.00	90 days	55	1073	\$ 28,113
Officer 3	3/7/2013	16.25	7/14/2020	18.11		55	1494	\$ 39,163
Officer 4	7/28/2017	11.50	7/14/2020	13.00		55	1073	\$ 28,113
Officer 5							0	\$ -
City Clerk	9/26/2002	50,470	7/1/2019	50,470				\$ 50,470
Asst Clerk	3/1/2010	15.12	7/1/2019	16.63		20	499	\$ 35,089
Public Works	4/7/2010	16.52	7/1/2019	17.35		200	5205	\$ 41,293
PW Dir/Inspector							0	\$ -
P/T ADMIN		9.45		\$12.50		1400		\$ 17,500
P/T intern				9.45		500		\$ 4,725
								\$324,753

	Emp Ins	Retirement
Chief 1	6,932.00	1,652.57
Officer 6	8,229.00	996.93
Officer 2	5,841.00	927.71
Officer 3	6,012.00	1,292.37
Officer 4	5,628.00	927.71
Officer 5	0.00	-
City Clerk	15,000.00	3,936.66
Asst Clerk	15,000.00	2,736.97
Public Works	13,680.00	3,220.85
PW DIR/INSP	0.00	0.00
P/T Clerical	1,531.25	
P/T clerical intern	413.44	
	<u>76,322.00</u>	<u>15,691.79</u>

Retirement	\$ 324,753
Payroll Tax	15,692
Emp Ins.	76,322
	<u>\$ 445,183</u>

NOTES : (1) All raises will be effective first pay period after July 1 of each year or after probation



**City of Fair Grove**  
**Annual Budget Worksheet**  
 Capital Expenditures and Major Repairs  
 Budget Year 2020-2021

	<u>Budgeted Cost</u>	Comment
<u>General Fund</u>		
city hall flooring	<hr/> <hr/>	
<u>Emergency Management</u>		
	<hr/> <hr/>	
<u>Police Fund</u>		
laptop computer X2	4,786	
exsisting car lease    debt service	11,909	
	<hr/> <hr/>	
	16,695	
<u>Streets Fund</u>		
Hickory Street overlay		
	<hr/> <hr/>	
	0	
<u>Sewer Fund</u>		
see attached		
	<hr/> <hr/>	
	0	

City of Fair Grove, Missouri  
Budget Message

I, Dana Louderbaugh, Budget Office of City of Fair Grove,  
Missouri, certify that the accompanying budget was properly prepared and  
adopted by the governing body on July 1, 2020

A handwritten signature in cursive script, reading "Dana Louderbaugh", is written over a horizontal line.

City of Fair Grove, Missouri  
Budget Message

To the citizens of Fair Grove:

Budget for 2020 2021

General expenditure remain relatively the same, except the hiring of a part-time administrative assistant for City Hall.

Police expenditures have decreased due to not replacing one of the 6 officers and not purchasing a new vehicle.

Street expenditure remain relatively the same, with overlaying Hickory Street and pressure paving several others.

Sewer expenditures have increased significantly to do major upgrade to CC Lift Station and repairs to the wastewater system.

Mayor Short City of Fair Grove



City of Fair Grove, Missouri  
Budget Message

	1-Jul-20 (Estimated) Beginning Balance	Receipts	Disbursements	To	Transfers From	30-Jun-21 (Estimated) Ending Balance
<u>General Fund</u>						
Restricted	254,000	279,403				533,403
General	27,795	464,866	186,554		11,000	828,510
Court			88,975			739,535
Police			305,032			434,503
Streets			152,708			281,795 End Bal
<u>Park Fund</u>						
	134,760	125,000	218,320	11,000		52,440 End Bal
<u>Debt Service</u>						
	97,186	44,000	33,882			107,304 End Bal
<u>Sewer Fund</u>						
Operating	90,000	265,825	334,269			21,556 End Bal
Restricted	177,000	48,000	150,000			75,000 End Bal
Reserve: \$ 1,750 a month to Revenue Account	21,000					
Depreciation and Rep. \$ 4,000 a month for upgrades to sewer plant	48,000					
Customer Deposits	53,045					