

Village of Innsbrook
2023-2024 Budget Message
Detailed Income/Expense of Annual Budget

	Budgeted	Item Budget	Due/Notes	Increase/Decrease from Prior Yr.	Reason for Change from Prior Year
INCOME					
4000 Sales Tax Income	\$ 100,000.00				
MO DOR - Local Sales Tax		\$ 100,000.00		\$ 5,000.00	Increase in tax revenue
4010 Real Estate Tax Income	\$ 83,000.00				
Warren Co. Treasurer - Real Estate Tax		\$ 83,000.00		\$ 3,000.00	Increase in new home construction
4020 Permits & Fees Income	\$ 7,700.00				
4021. Business Permits		\$ 4,500.00		\$ 900.00	Increase in short term rentals
4022. Building Permits		\$ 2,200.00		\$ (1,100.00)	Decrease in buidling permits
Permits/Applications per Schedule of Fees		\$ 1,000.00		\$ 500.00	Increase in applications/fees
4040 Interest Income	\$ 1,095.00				
4040G. General Fund - Interest on Accounts		\$ 1,000.00		\$ 750.00	Increase in interest rates
4040S. Street Fund - Interest on Accounts		\$ 95.00		\$ 45.00	Increase in interest rates
4050 Miscellaneous Income	\$ -				
Income Not Classified		\$ -		\$ -	
4060 ARPA Funds	\$ -				
American Rescue Plan Act from Dept of Treasury		\$ -		\$ (50,604.07)	Decrease due to final release of funds in Sept. 2022 [\$101,208.15 Total]
4100S Motor Fuel/Vehicle Sales Tax	\$ 28,400.00				
4101S. MO DOR - Motor Vehicle Sales Tax		\$ 6,200.00		\$ 700.00	Increase in Revenue
4102S. MO DOR - Motor Vehicle Fee Increases		\$ 2,800.00		\$ 200.00	Increase in Revenue
4103S. MO DOR - Motor Fuel Tax		\$ 19,400.00		\$ 4,100.00	Increase in Revenue
EXPENSES					
5000 Abstracts/Maps/Recording Fees	\$ 130.00				
Abstracts/Tax Book - Real Estate		\$ 30.00	October/November	\$ -	
Recording Fees		\$ 100.00	As Needed	\$ -	
5020 Dues/Subscriptions	\$ 1,715.00				
Zoom Standard Pro Annual Subscription		\$ 155.00	\$12.79/mo	\$ 5.00	Increase in monthly fees by \$0.80/mo
QuickBooks Online Subscription		\$ 360.00	\$30/mo	\$ 360.00	Added to Budget - Update QB Software
MoCCFOA Eastern Division Dues		\$ 10.00	July	\$ -	
Boonslick Regional Planning Membership Dues		\$ 300.00	Aug/Sept	\$ (100.00)	Decrease in Dues
Warren County Municipal Team		\$ 100.00	July	\$ -	
Warren County Record		\$ 30.00	September	\$ -	
East Central Solid Waste Management Dist.		\$ 45.00	December	\$ -	
MML Membership Dues		\$ 505.00	January	\$ 45.00	Increase in Dues
IIMC Membership Dues		\$ 185.00	March	\$ 10.00	Increase in Dues
MoCCFOA Membership Dues		\$ 25.00	May	\$ -	
5030 Elections	\$ 500.00				
Warren County Clerk (Judges, rent, programming, supplies, publication)		\$ 500.00	April	\$ (200.00)	Decrease due to nothing on Nov. Ballot

5040 Employee Expenses	\$ 55,301.00				
5041. Administrator/Clerk Salary		\$ 49,982.40		\$ 1,227.40	Increased salary
5042. Payroll Taxes		\$ 3,998.60		\$ 98.60	Increase in salary
5044. Mileage Reimbursement		\$ 800.00		\$ -	
Employee Benefits					
Missouri LAGERS		\$ 520.00		\$ -	Cost study fee if approved
5050 Resident Seminars/Notices	\$ 600.00				
5051. Meet The Candidates Night (Even Years)		\$ -	July	\$ -	Will not hold due to space restriction
5053. Public Notices Expense		\$ 600.00	As Needed	\$ 100.00	Increase due to publication cost increase
5070 Insurance Expense	\$ 3,200.00				
5071. Liability (MOPERM)		\$ 1,695.00	June	\$ -	
Property (MOPERM)		\$ 500.00	June	\$ -	
5072. Workers Comp (MEM)		\$ 930.00	July	\$ -	
Surety Bond - Administrator, Chairman & Board Clerk		\$ 75.00	April	\$ -	
Renewal of Notary Bond (2024)		\$ -	July	\$ -	Only needed every 4 years (2024)
5080 Miscellaneous Expense	\$ -				
5080G. General Fund		\$ -		\$ -	
5080S. Street Fund		\$ -		\$ -	
6020 Office Supplies	\$ 4,700.00				
6021. Administrative Office Supplies		\$ 1,500.00		\$ 500.00	Increase due to estimated need
Renewal of Notary & Supplies (2024)		\$ -	\$35 July (Every 4 yrs)	\$ -	
6022. New Office Equipment/Software		\$ 2,000.00		\$ 700.00	Purchase new CPU (Windows 7 not protected)
6023. Office Equipment Repair/Maint.		\$ 500.00	As Needed	\$ 80.00	Summer One Maint. agreement and IT Services
6024. Postage/Delivery Fees		\$ 200.00	As Needed	\$ 50.00	Increase due to cost increases
6025. Gifts/Flowers		\$ 500.00	As Needed	\$ 250.00	Funerals/Flags/Plaques, Increase in prices
6030 Village Website	\$ 624.00				
Go Daddy Standard SSL		\$ 95.00	August	\$ -	
Go Daddy Business Plus Website Builder		\$ 142.00	October	\$ -	
Go Daddy Website Domain Names (5 yrs - 2026)		\$ -	May	\$ -	Renewed every 5 yrs. (5/2026)
Go Daddy Economy Linux Web Hosting with cPanel		\$ 108.00	October	\$ 108.00	Added Line Item
Go Daddy Microsoft 365 Email Essentials (admin)		\$ 72.00	October	\$ 47.00	Increased rates (promo rate last year)
Go Daddy Microsoft 365 Email Essentials (carla.ayala)		\$ 72.00	October	\$ 47.00	Increased rates (promo rate last year)
Avast Cleanup Premium (Annual)		\$ 65.00	August	\$ (35.00)	Switched renewal to annual in lieu of 3 yrs
Avast Premium Security w/ BreachGuard (Annual)		\$ 70.00	August	\$ -	
6050 Professional Services	\$ 48,100.00				
Codify Village Ordinances/Codes (Municode)		\$ -		\$ (4,000.00)	One time fee to codify Village Ordinance/Codes - Not budgeted this year
6051. Village Attorney (Graville)		\$ 6,000.00	\$500/monthly	\$ -	
6052. Village Planner (Streiler Planning)		\$ 36,000.00	\$100/hr, 30hrs/mo	\$ 35,000.00	Update Comprehensive Plan, Planning Services as Needed
6053. Accountant/Audit (YE2023)		\$ 6,100.00	3 years	\$ 6,100.00	Needed every 3 years, last audit YE2020

6060 Village Hall Property		\$ 302,401.00				
6061. Rent Expense						
Innsbrook Corp - Village Hall		\$ 2,400.00	\$200/mo	\$ -		
Innsbrook Corp - Sign at Hwys F&M		\$ 1.00	July 1st	\$ -		
6062. Real Estate Purchase		\$ -				
Transfer to CDC - Village Hall Construction		\$ 300,000.00		\$ 100,000.00		Village Contribution towards Construction Fees
6070 Village Utilities		\$ 5,770.00				
6071. Water		\$ -		\$ -		Not needed, new building is on a well
6072. Electricity		\$ 3,180.00	\$265/mo	\$ -		Estimated cost, will need at new location
6073. Wastewater Treatment System		\$ -		\$ -		Not needed, figured into construction loan
6074. Garbage & Recycling Collection		\$ 540.00	\$45/mo	\$ -		Estimated cost at new location
6075. Phone/Fax/Internet		\$ 2,050.00	monthly	\$ -		Brightspeed
6080 Village Hall Repair & Maintenance		\$ 2,515.00				
6081. Cleaning Supplies		\$ 200.00	As Needed	\$ -		
6082. Repair Materials & Labor		\$ 100.00	As Needed	\$ -		
6083. Landscape & Lawn						
Village Welcome Sign		\$ 875.00	25 wks, Apr-Oct	\$ -		
Village Hall		\$ 1,000.00	25 wks, Apr-Oct	\$ -		For new Village Hall property, figured at \$40/mow
6084. Pest Control		\$ 340.00	\$85/Quarter	\$ -		
6090 Training Fees		\$ 7,500.00				
6091. Conference Registration						
MoCCFOA Eastern Division Meetings		\$ 180.00	9 mtgs @ \$20ea	\$ 35.00		Increase in luncheon cost
MoCCFOA Regionals 11/2023		\$ 170.00	Nov; Administrator	\$ 35.00		Increase in registration fees
MoCCFOA East Division Holiday Party 12/2023		\$ 100.00	Dec; 2 Tickets	\$ -		
Municipal League of Metro St. Louis - Webinars		\$ 50.00	January	\$ -		
Certified Municipal Training		\$ 540.00	Trustees \$270ea	\$ 540.00		Added to budget; Allowed for 2 Trustees
IIMC Annual Conference @ Calgary, Canada 5/2024		\$ -	Jan; Administrator	\$ (625.00)		Not Attending
Advanced Academy Sessions		\$ -	Jan; Admin \$159ea	\$ -		Not Attending
MML Legislative Conference		\$ 675.00	Jan; Trustees \$135ea	\$ 675.00		Added to budget
MoCCFOA Spring Conference 3/2024		\$ 250.00	Jan; Administrator	\$ 40.00		Increase in registration fees
MoCCFOA Master Academy Sessions 3/2024		\$ 250.00	Jan; Administrator	\$ -		
Newly Elected Training Conference 6/2024		\$ 750.00	Apr; Trustees \$150ea	\$ 75.00		Increase in registration fees
MML Conference @ Branson 09/2024		\$ 2,000.00	May; Trustees \$400ea	\$ -		
MML Conference @ Branson 09/2024		\$ 580.00	May; Administrator	\$ -		
MoCCFOA Master Academy Session 09/2023		\$ 125.00	July; Administrator	\$ 125.00		Added to budget
6092. Lodging						
MML Conference @ Kansas City 09/2023		\$ 880.00	Sept; Administrator	\$ 230.00		Increase in nightly rates due to location
MoCCFOA Spring Conference @ Columbia 3/2024		\$ 450.00	Mar; Administrator	\$ -		
IIMC Annual Conference @ Calgary, Canada 5/2024		\$ -	May; Administrator	\$ (570.00)		Not Attending
6093. Meal & Incidentals		\$ 500.00	Administrator	\$ -		
6100 Tax Penalties & Interest		\$ 5.00				
Convenience Fees, Late & Finance Charges		\$ 5.00		\$ -		
7000S Road Improvements		\$ -		\$ -		

7010S Street Signs	\$ 1,300.00				
Stone Welcome Sign @ Hwy F&M		\$ 1,300.00		\$ -	
7020S Neighborhood Improvement Program (NIP)	\$ 3,000.00				
NIP Grant Funding		\$ 3,000.00	July	\$ 2,000.00	Increased to allow for \$1000 per road (3)
7030S Snow Removal	\$ 500.00		\$100/push	\$ 500.00	Estimated cost, will need at new location
7900S Debt Service - MTFC Loan	\$ 22,540.91				
7901S. Interest Payment		\$ 504.63	August	\$ -	Last Payment on Loan is Aug. 2023
7902S. Principal Payment		\$ 22,036.28	August	\$ -	Last Payment on Loan is Aug. 2023