



PRELIMINARY

**ANNUAL BUDGET
FY 2019**

CITY ADMINSTRATOR QUOTE

The first rule of Budgeting is don't go over budget

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INTRODUCTION

HISTORY

The Ashland area was settled by Scots-Irish who came from Kentucky about 1820. An Indian trading post was established near the present intersection of Broadway and Main Streets. The town was laid out in 1852 but was not incorporated until 1877. It was named Ashland after the famous Henry Clay estate in Lexington, Kentucky. At the time of Ashland's incorporation, it was a well-established farming community on a toll road, which ran from Columbia to Claysville, then an important river port.

The Trade Center was started about 1875 by William Bass and J. W. Johnston and it became the largest general store in Missouri. It had the first telephone in Missouri, outside of St. Louis. The line ran to a branch store in Guthrie, 8 miles east on a branch of the Chicago and Alton Railroad.

Bass and Johnson also ran the Ashland stock sales which shipped large herds of mules to the deep south. They established the Farmers Bank in 1881, build a grist mill (The Ashland Milling Co.) in 1877, and started a newspaper, called the "Ashland Bugle" in 1875. James L. Wilcox bought the Bugle in 1877 and published it single-handedly as a weekly paper for 63 years, establishing a national reputation for himself and his newspaper.

Before the turn of the century Ashland had a packing house, a cooperage, a cannery, 2 hotels, 3 grocery stores, several blacksmiths, livery stables, 7 physicians, several lawyers, a drug store, two tracks, opera house and a noted brass band. The first school was started in 1859, the Ashland High School Association. The Bass and Johnston Academy was built in 1903 and was then used by Southern Boone school until it was razed in 2014.

Today, Ashland's population has tripled in the last twenty years going from 1,275 persons in 1990 to over 3,700 persons in 2010 while still maintaining a quaint, small town ambience. This quality, together with Ashland's convenient location, excellent schools and access to recreation, make the City an attractive place to live.

While some residents work in Ashland, others commute to Columbia and Jefferson City, both less than 15 minutes away on US 63, a four-lane divided highway. St. Louis, Kansas City and Lake of the Ozarks are all within two hours.

Southern Boone County School District, which educates children from Ashland and surrounding areas, has earned a reputation of educational excellence, boasting high school graduation rates eight percentage points above the state average.

Ashland has six institutions of higher learning within 20 miles including the University of Missouri-Columbia, Stephens College, Columbia College, Lincoln University, Williams Woods University, Westminster College and Moberly Area Community College.

Ashland has a Moser's grocery store, Dollar General, Sentinel Lumber, several eateries and a new technology park development. Ashland has great potential for commercial and industrial development to meet the needs of the area's growing population.

MAYOR AND CITY COUNCIL

City of Ashland Elected Officials

	Mayor	
	Gene Rhorer	
Ward 1 Alderman	Ward 2 Alderman	Ward 3 Alderman
Danny Clay	Jesse Bronson	Rick Lewis
Ward 1 Alderwoman	Ward 2 Alderman	Ward 3 Alderman
Leslie Martin	To Be Determined	Jeffrey Sapp

The board of Aldermen currently meet on the 1st and 3rd Tuesday of each month at 7:00pm. The public is always welcome and encouraged to attend. The agendas are posted at City Hall and on the City of Ashland website. If you have something to be placed on the agenda it should be presented to the City Clerk, in writing, at least 7 days prior to a regularly scheduled meeting.

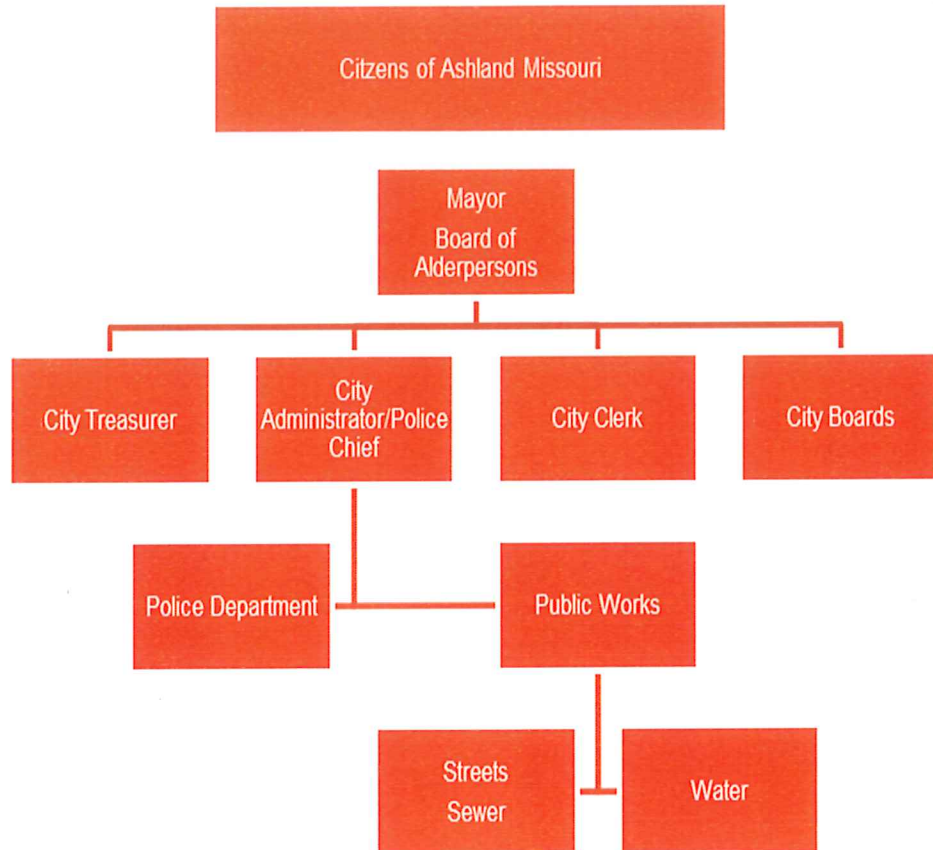
Mayor

The City of Ashland operates under a Mayor/City Council form of government. The Mayor is elected at-large for a two-year term and is recognized as the head of the city for all legal and ceremonial purposes and by the Governor of Missouri for all purposes of military law. The Mayor presides at the City Council meetings, executes all ordinances, resolutions, proclamations, grants and executive orders. The Mayor may only vote in the event of a tie.

City Council

The City Council consists of six members. Two Council members are elected by qualified voters from each of the three respective districts of the City.

Organizational Chart



BUDGET CALENDAR

May 1st 2017	FY18 Budget Implemented
September 2017	1 st budget amendments completed reference the FY18 budget. Presented to Alderman for vote.
November 2017	Combined Statement of Revenues, Expenditures and Changes in Fund Balance completed and published.
January 2018	2 nd budget amendments completed reference the FY 8 budget. Presented to Alderman for vote.
January 2018	Begin working on FY19 budget. Meetings with City Administrator begin. 3 rd budget amendments for the FY18.
February 2018	Budget Workshops with the Council
March 2018	Budget Workshops with the Council. 4 th and final budget amendments for the FY18 1 st reading of FY 19 budget
April 2018	2 nd reading on final budget for FY 19 vote on Ordinance.
May 1st 2018	FY19 Budget Approved and Implemented

ADMINISTRATIVE SUMMARY

The operating budget is our municipality's financial guidebook and authority to incur obligations and pay expenses. Resources are allocated amongst departments based on staff recommendations and our legislative body priorities. The budget functions as a fluid document, responding to fluctuating incomes and expenses generated throughout the year.

Missouri Statute 67.010.1 mandates each political subdivision of the State prepare an annual budget. The document is to present a complete financial plan for the ensuing budget year. The contents shall include a budget message, estimated revenues, proposed expenditures, debt services and a general budget summary. Total proposed expenditures from any fund cannot exceed estimated revenues plus any unencumbered balances.

The fiscal year 2019 document has a new look when contrasted to previous budget years. Its content is much more comprehensive and descriptive. The bulk alone, speaks of the detail. Our City Treasurer put a commendable amount of time and effort into developing this tool.

Ashland continues to experience population and commercial growth. While new housing increases at a steady pace, commercial growth is optimistic. Eight new businesses came to town during this budget period. They are Jose Jalapeno, Magic Car Wash, Carquest Auto Parts, a dental service provider; Lanit Information Technology, Farmers Insurance, UMC Family Medicine, Hoyle Chiropractic and Shivers Shaved Ice and Donuts. Expectations are the 2019 budget year will maintain this pace.

CONFIRMED PROJECTS FOR 2019

Two large-scale capital investments for the City will be the construction of a mechanical treatment plant for our sewer system and the construction of a sidewalk along the west side of South Main Street, from Broadway to Liberty Lane.

The Missouri Department of Natural Resources will fund the treatment plant construction via a 20-year loan through their subsidized low interest loan program (State Revolving Fund). DNR confirmed our selection of McClanahan Construction Company, Rogersville Missouri, as the lowest responsible bidder and also awarded the City of Ashland a sewer system, improvement grant for \$500,000.00, to be applied to the construction costs.

Ashland is also the recipient of a Transportation Alternatives Grant (TAP) award from the Missouri Department of Transportation to assist with the sidewalk construction. This is an 80/20 cost share, with Ashland contributing 20% of the cost from its Capital fund. Construction starts in the summer 2018, with completion anticipated before the beginning of the next school year.

OUTSOURCING

For some time now, Republic Services, based in Jefferson City, provides Ashland's residential and commercial solid waste management needs. This arrangement proved sufficiently successful to result in a 5-year contract renewal in 2016. Ashland moved forward with outsourcing a second service in 2017. Effective May 1, 2018 Alliance Water Resources will operate our current sewer lagoon and later, operate the mechanical treatment plant, upon its completion.

CITY HALL SECURITY

Safety concerns for City Hall prompted discreet but effective additions to the building. The lobby area, the back parking lot and all exterior doorways are now monitored 24/7. Periodically, utility customers, angered by their amounts due, communicate their displeasure to the City staff. Occasionally, this results in a complaint from the resident of rudeness by City staff. In addition to video monitoring, the security system captures audio in the lobby area. This allows a fair and unbiased review, should a complaint come to the City Administrator.

DAILY OPERATIONS

The appointed officials (City Administrator, City Clerk and City Treasurer), with the assistance of Department Heads (Police Chief, Public Works Superintendent and Water Superintendent) oversee and implement the daily operations of the City based on internal guidelines and funds availability from the budget. Pages 40 through 59 of this document list the anticipated income and expense lines for each category of services provided to our residents. We base budget lines on historical performance, known expenses for daily operation, replacement schedules and modernizations.

MAJOR CHANGES IN BUDGETING

The Street Department has several sources of funding. They are a local transportation tax, motor vehicle State sales tax, a motor vehicle fuel tax; a motor vehicle fee received from the Department of Revenue, a road replacement tax from Boone County and now and again, grant income.

In addition to road maintenance, the Street Department responsibilities include sidewalks and stormwater. It is a balancing act each year to determine the appropriate expenditures for replacement, repairs, equipment, staffing, training sidewalks and stormwater.

The April 3, 2018, ballot includes a measure to enact a ½% Park Tax. With voter approval, the Street Department will benefit with a dedicated income source for stormwater repairs and improvements. The Park Department will no longer depend upon allotments from the general fund, as it will also have predictable and an increased amount of resources. Additional General fund monies can then supplement Police and City Hall

operations. If approved by the voters, the first course of action will be a budget revision to include the new income and spending items.

A modification of Ashland's cellular tower lease agreements is underway which, if approved, will add a lump sum payment to the City's general fund in FY19. The intention of a portion of the lump sum is to supplement the police department salary and benefits lines. The Police Department can then staff the now vacant, full time position rather than focusing on hiring an Officer as a part-time employee.

BUDGET SUMMARY

The initial outlook for FY2019 will reflect incomes similar to FY 2018. Once actual amounts come in, the Board of Aldermen can consider appropriate budget amendments. While the sewer plant construction and Main Street Sidewalk project are our two major undertakings, the Capital Improvements Tax will fund other smaller expense items.

1. Year 2 of a 5-year agreement with Boone County for a countywide Police Records Management System.
2. Web based Police Policy Manual and daily training modules
3. Police vehicle
4. Replace dated desktop computers in City Hall
5. Increase City Hall, Front Counter Protection
6. Upgrade school zone warning lights

Other Departments

Street Department activity will focus less on overlays and more on maintenance such a chip and sealing streets, repainting crosswalks and replacing worn street warning signs.

Summer help will keep the Parks mowed, bathrooms cleaned and playground areas maintained with mulch and equipment in working order.

The Water Department does not have a water line expansion project slated for this budget year. In the last half of the budget year, in conjunction with retiring a water bond in December 2018, the focus may be the construction of a separate, Water Department facility. Relocating the Water Department staff to another location provides additional space needed for both of the departments' employees and equipment.

Conclusion

Fiscal year 2019 will see residents on site at the Baptist Home, activity at Cartwright Technology Park, with a host of commercial growth at the southeast quadrant of the Highway 63/Route Y interchange and Liberty Lane at Henry Clay. This commercial growth will couple with the residential progression at Liberty Landing, Sunset Meadows, Southwind, and other areas under consideration.

FY 2019

Public Safety, transportation and infrastructure remain top priorities for Ashland. The Police Department intends to continue supplementing the Southern Boone School Resource Officer with an Officer during school hours, at random times and days. Future discussions with school leaders will tweak the program.

Each development, commercial or residential, adds streets, streetlights, stormwater, drinking water and sewer responsibilities to our City Departments. As growth continues so will the need for additional employees, equipment and Police protection. Research identified online sales as a detriment to a municipality's ability to maintain income sufficient to keep pace with the need for increased services. One way the City of Ashland addresses this issue is by combining jobs. While this may be a temporary solution, it fills the gap until local commercial enterprises generate sufficient traditional income.

The chart below demonstrates how volatile a sales tax can be. For example, fiscal years 2014 and 2015 reflect 8.75% and 9.5% increases, respectfully. FY2016 however, suffered a 9.1% decrease with only a 4.7% recovery in FY2017. FY 2018 looks to be equal to, if not less than, the 2017 total. With this in mind, 2019 projections are "flat" for sales tax revenue.

SALES	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	total
FY 2019													
FY 2018	\$ 20,117.54	\$34,760.98	\$45,056.94	\$ 15,724.36	\$ 42,665.59	\$ 36,538.64	\$ 21,846.62	\$ 49,886.81	\$ 28,711.23	\$ 27,000.20			\$ 322,308.91
FY 2017	\$ 30,672.89	\$39,300.40	\$28,955.58	\$ 24,767.14	\$ 45,623.40	\$ 27,846.72	\$ 21,867.93	\$ 43,522.40	\$ 33,164.72	\$ 14,824.27	\$ 40,621.73	\$ 29,486.22	\$380,653.40
FY 2016	\$ 15,950.83	\$35,011.11	\$35,362.42	\$ 16,281.95	\$ 41,929.77	\$ 29,533.69	\$ 11,613.02	\$ 48,888.76	\$ 26,806.16	\$ 19,379.02	\$ 37,827.36	\$ 29,881.67	\$348,465.76
FY 2015	\$ 24,357.26	\$34,501.01	\$44,292.28	\$ 22,490.17	\$ 35,989.17	\$ 29,222.85	\$ 21,187.71	\$ 36,363.78	\$ 27,023.00	\$ 20,326.92	\$ 37,733.55	\$ 29,462.98	\$362,950.68
FR 2014	\$ 19,885.93	\$36,083.88	\$38,422.30	\$ 15,324.69	\$ 41,000.32	\$ 30,326.53	\$ 23,043.44	\$ 40,354.69	\$ 17,905.20	\$ 22,144.66	\$ 35,128.76	\$ 27,346.77	\$346,967.17
FY 2013	\$ 18,299.34	\$28,499.62	\$30,920.91	\$ 13,209.73	\$ 42,748.62	\$ 26,763.73	\$ 13,143.42	\$ 33,410.97	\$ 26,884.03	\$ 21,658.59	\$ 33,232.77	\$ 30,151.92	\$318,923.65

FY2019 brings innovation to our budgeting process, starting with the document itself. Beyond that, there is the contractual operation of our sewer system by Alliance Water Resources, supplemental police presence in the schools and a revision of our cellular tower lease income without loss of future lease revenue. New challenges will continue to test our fortitude and resilience.

Respectfully Submitted,

Lyn Woolford

City Administrator/Police Chief

BUDGET OVERVIEW

FUND STRUCTURE AND OVERVIEW OF NUMBERS

The City budget is divided into different funds which fall into one of two major categories:

GOVERNMENTAL FUNDS

Governmental Funds are those which rely on taxes for support. The taxes are deposited into the revenue accounts of the General Fund, Street Fund and Capital Project Fund. The City of Ashland will vote on a Park/Storm water Tax April 3rd 2018.

PROPRIETARY FUND TYPES

Proprietary Funds rely on user charges for support and include the Enterprise Funds, which provide services to and collect fees from the general public. Enterprise Funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses the enterprise funds to account for its water, solid waste and sewerage operations.

As of April 30, 2017, the City was able to report positive balances in all three categories of net position for the government as a whole.

Overall the City had an increase in net position of \$1,670,376.

Governmental activities increased the net position by \$578,488.

Net position from business-type activities increased by \$1,091,888 from \$6,681,175 to \$7,773,063. This increase was primarily due to investment into additional capital assets.

The following table provides a summary of the City's operation year end April 30, 2017.

	2017 CHANGES IN NET POSITION		
	Governmental Activities	Business Type Activities	Total Activities
Revenues:			
Program Revenues:			
Charges for Services	81,851	1,987,497	2,069,348
Operating grants/contributions	400,995		400,995
Capital grants/contributions		453,798	453,798
General Revenues:			
Other taxes	156,637		156,637
Property taxes	320,803		320,803
Sales taxes	706,510		706,510
Franchise taxes	269,906		269,906
Interest and Investments	9,081	69,688	78,769
Miscellaneous	<u>130,788</u>		<u>130,788</u>
Total Revenues	2,076,571	2,510,983	4,587,554
Expenses:			
General government	818,209		818,209
Public Safety	456,066		456,066
Transportation	199,473		199,473
Cultural and Recreation	24,335		24,335
Water		523,198	523,198
Sewer		492,349	492,349
Sanitation		403,548	403,548
Total Expenses	<u>1,498,083</u>	<u>1,419,095</u>	<u>2,917,178</u>
Increase (Decrease) in net position	578,488	1,091,888	1,670,376

The General Fund: This fund includes budgets that provide mission critical services to our residents, such as police, street maintenance, planning, codes, court, park maintenance and general administration of the City.

Enterprise Funds: The City's enterprise funds hold the budgets for departments that operate in business-type activities. These funds rely on revenues generated from sales of materials or services. The enterprise funds include budgets for water, solid waste and sewer.

Capital Project Funds: Capital improvement funds include budgeted items for infrastructure improvements, vehicle replacement and street projects.

At the beginning of the budget process for FY18, the City's major sources for revenue had shown growth. During FY18, the City's major sources of revenue did not continue with this growth, showing a decline causing the City to adapt to this and make amendments during the FY18 budget year.

For the FY19 budget the City projects that the revenue will remain flat in both the General and Capital Project Funds. Enterprise Funds may see a slight increase due to residential building.

CITY OF ASHLAND, MISSOURI
 STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES - MODIFIED CASH BASIS
 GOVERNMENTAL FUNDS
 YEAR ENDED APRIL 30, 2016

	General Fund	Street Fund	Capital Project Fund	Other Governmental Funds	Total Governmental Funds
REVENUES:					
Property taxes	\$ 153,721	\$ -	\$ -	\$ -	\$ 153,721
Sales taxes	348,466	-	158,314	-	506,780
Franchise taxes	269,331	-	-	-	269,331
Other taxes	8,169	-	-	-	8,169
Intergovernmental	17,460	506,153	-	82,615	606,228
Licenses and permits	31,001	-	-	-	31,001
Fines and forfeits	90	-	-	25,709	25,799
Investment income	9,573	-	-	-	9,573
Miscellaneous	75,078	2,944	-	-	78,022
Total Revenues	912,889	509,097	158,314	108,324	1,688,624
EXPENDITURES:					
General government	347,759	-	-	95,954	443,713
Public safety	484,833	-	-	16,120	500,953
Streets	-	477,024	-	-	477,024
Parks	25,251	-	-	-	25,251
Capital outlay	-	-	220,197	-	220,197
Total Expenditures	857,843	477,024	220,197	112,074	1,667,138
Excess (Deficit) of Revenues over Expenditures	55,046	32,073	(61,883)	(3,750)	21,486
Fund Balance, Beginning (Deficit)	814,721	23,990	348,413	69,921	1,257,045
Fund Balance, Ending (Deficit)	\$ 869,767	\$ 56,063	\$ 286,530	\$ 66,171	\$ 1,278,531
Reconciliation to the Statement of Activities:					
Net change in fund balances - total governmental funds					\$ 21,486
Amounts reported for governmental activities in the statement of activities are different because:					
Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets:					
Capital asset purchases capitalized					525,148
Depreciation expense					(279,263)
Change in Net Position of Governmental Activities					<u>\$ 267,371</u>

CITY OF ASHLAND, MISSOURI
 STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES - MODIFIED CASH BASIS
 GOVERNMENTAL FUNDS
 YEAR ENDED APRIL 30, 2017

	General Fund	Street Fund	Capital Project Fund	Other Governmental Funds	Total Governmental Funds
REVENUES:					
Property taxes	\$ 146,115	\$ -	\$ 174,688	\$ -	\$ 320,803
Sales taxes	380,653	-	-	-	380,653
Franchise taxes	269,906	-	-	-	269,906
Other taxes	8,899	-	-	-	8,899
Intergovernmental	1,239	790,091	-	83,260	874,590
Licenses and permits	53,782	-	-	-	53,782
Fines and forfeits	55	-	-	28,014	28,069
Investment income	9,081	-	-	-	9,081
Miscellaneous	120,745	10,043	-	-	130,788
Total Revenues	990,475	800,134	174,688	111,274	2,076,571
EXPENDITURES:					
General government	427,089	-	-	88,684	515,773
Public safety	437,613	-	-	18,453	456,066
Streets	-	732,851	-	-	732,851
Parks	24,335	-	-	-	24,335
Capital outlay	-	-	132,094	-	132,094
Total Expenditures	889,037	732,851	132,094	107,137	1,861,119
Excess (Deficit) of Revenues over Expenditures	101,438	67,283	42,594	4,137	215,452
Fund Balance, Beginning	869,767	56,063	286,530	66,171	1,278,531
Fund Balance, Ending	\$ 971,205	\$ 123,346	\$ 329,124	\$ 70,308	\$ 1,493,983
Reconciliation to the Statement of Activities:					
Net change in fund balances - total governmental funds					\$ 215,452
Amounts reported for governmental activities in the statement of activities are different because:					
Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets:					
Capital asset purchases capitalized					665,472
Depreciation expense					(302,436)
Change in Net Position of Governmental Activities					<u>\$ 578,488</u>

BUDGET ORDINANCE

COUNCIL BILL NO. 2017-011

ORDINANCE NO. 1114

AN ORDINANCE ADOPTING AN ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING MAY 1, 2017 AND APPROPRIATING FUNDS PURSUANT THERETO

WHEREAS, the City Administrator and City Staff has presented the Board of Aldermen with an annual budget for the fiscal year beginning May 1, 2017; and

WHEREAS, the Board of Aldermen has reviewed and agree with the recommendations for the annual budget for the fiscal year beginning May 1, 2017.

THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF ASHLAND, MISSOURI AS FOLLOWS:

Section 1. The annual budget for the City of Ashland, Missouri, for the fiscal year beginning May 1, 2017 and ending April 30, 2018; A copy of which is attached and marked as "Exhibit A" hereto and made a part hereof as if fully set forth herein, is hereby adopted.

Section 2. Funds are hereby appropriated for the objects and purposes of expenditures set forth in said budget.

Section 3. Instructs the City Treasurer to distribute said budget to all entities that have interest in the financial matter of the City.

Section 4. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen.

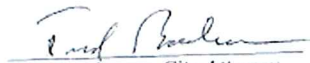
Passed this 18th day of April, 2017.


Gene Rhorer, Mayor

Attest:

Darla Sapp, City Clerk

Certified as to correct form:


Fred Boeckmann, City Attorney

Financial Policies

The City's financial policies are outlined in the independent yearly audit conducted by Gerding, Korte & Chitwood, P.C. and in Chapter 8 of the City Code.

The City is responsible for the preparation and fair presentation of financial statements in accordance with the modified cash basis of accounting; this includes determining that the modified cash basis of accounting is an acceptable basis for preparation of the financial statements in the circumstances. The City is responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

The City implemented Governmental Accounting Standards Board GASB Statement No. 34, Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments for the first time for fiscal year 2003.

The financial reporting entity is composed of the City of Ashland, Missouri. The City is the primary government with no component units. The City is an incorporated fourth-class city located in Boone County, Missouri. The City operates under a Mayor-Board of Alderpersons form of government, and is exempt from federal and state income taxes as a political subdivision of the state of Missouri. For enterprise funds, GASB Statement Nos. 20 and 34 provide the City the option of electing to apply FASB pronouncements issued after November 30,1989. The city has elected not to apply those pronouncements. In determining the financial reporting entity, the City complies with the provisions of Governmental Accounting Standards Board Statement No. 14, "The financial Reporting Entity" and includes all component units of which the City appointed a voting majority of the units' board and the City is either able to impose its will on the unit or a financial benefit or burden relationship exists. Based on this criteria, there are no related organizations that are considered as potential component units.

The Statement of Net Position and Statement of Activities found in the City's yearly audit, display information about the reporting government as a whole. The City includes all funds of the reporting entity except for fiduciary funds. The Statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other none change revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. The City's net position is reported in three parts—net investment in capital assets, restricted assets, and unrestricted assets. The City first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activity reports both the gross and net cost of each of the City's functions and business-type activities (general, public safety, utilities). The functions are also supported by general government revenues (property, sales and use taxes, certain intergovernmental revenues, fines, permits and charges). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues operating and capital grants. Program revenues must be directly associated with the function (general, public safety, utilities) or business-type activity. Operating grants include operating-

specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants.

The City distinguishes operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with City's principal ongoing operations. The principal operating revenues of the City's enterprise funds are charges to customers for sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

The net costs (by function or business-type activity) are normally covered by general revenue (property, sales or gas taxes, intergovernmental revenues, interest income).

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. Funds are organized into two major categories: governmental and proprietary. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the City or meets the following criteria:

Total assets, liabilities, revenues, or expenditure/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and

Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

General Fund

The General Fund is the primary operating fund of the City and is always classified as a major fund. It is used to account for all activities except those legally or administratively required to be accounted for in other funds.

Special Revenue Funds

The Special Revenue Funds are used to account for the proceeds of specific revenue sources that are either legally restricted to expenditures for specified purposes or designated to finance particular functions or activities of the City. The reporting entity includes the following special revenue funds, all of which are reported as non-major funds, except the street fund which is considered a major fund.

Fund

Brief Description

Street

Accounts for revenues received and expenditures paid for street improvements.

Court Fund

Accounts for revenues received and Expenditures paid for the court system.

Learning Garden Fund

Accounts for grants received and related expenditures. This fund was dissolved as of FY19.

Capital Project Funds

Capital project funds are used to account for resources restricted for the acquisition or construction of specific capital projects or items. The reporting entity includes the following capital project fund that is reported as a major fund:

Capital Project

Accounts for contributions and specific revenues and transfers from other City funds and expenditures for various capital projects as the City Board of Alderpersons may be designate.

Debt Service Fund

The Debt Service Fund of the City is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Enterprise Funds

Enterprise funds are used to account for business-like activities provided to the general public. These activities are financed primarily by user charges and the measurement of financial activity focuses on net income measurement similar to the private sector. The City separated the Water, Sewer, and Sanitation Enterprise Funds into three separate funds in fiscal year 2017. The Water, Sewer and Sanitation Enterprise Funds are reported as major funds and account for activities of the City in providing water, sewer and trash services to the public.

Measurement focus is a term used to describe “how” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

In the government-wide Statement of Net Position and the Statement of Activities provided yearly, both governmental and business-like activities are presented using the economic resources measurement below, within the limitations of the modified cash basis of accounting as defined below.

All governmental funds utilize a “current financial resources” measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

The proprietary fund utilizes an “economic resources” measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows.

All assets and liabilities (whether current or noncurrent, financial or nonfinancial) associated with their activities are reported. Proprietary fund equity is classified as net position.

The City has implemented a new financial reporting model, as required by the provisions of GASB Statements No. 34 and No. 37, Basic Financial Statements-and Management’s Discussion and Analysis-for State and Local Governments, as of April 30, 2005.

In the government-wide Statement of Net Position and Statement of Activities and the fund financial statements, governmental and business-like activities are presented using a modified cash basis of accounting. This basis recognizes assets, liabilities, net position, revenues and expenditures when they result from cash transactions. This basis is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

For the purpose of financial reporting “cash and cash equivalents” includes all demand and savings accounts and money market accounts. A cash change fund held by the City is also included in cash and cash equivalents.

The City’s modified cash basis of accounting reports capital assets resulting from cash transactions and reports depreciation where appropriate. The accounting treatment over property, plant, and equipment (capital assets) depends on whether the assets are used in the governmental fund operations or proprietary funds operations and whether they are reported in the government-wide or fund financial statements.

In the government-wide financial statements, capital assets arising from cash transactions are accounted for as assets in the Statement of Net Position. All capital assets are valued at historical cost or estimated historical cost if actual is unavailable.

Depreciation of all exhaustible capital assets arising from cash transactions is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets’ estimated useful lives using the straight-line method of depreciation. A capitalization threshold of \$500 is used to report capital assets.

In the fund financial statements, capital assets arising from cash transactions acquired for use in the governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets acquired for use in the proprietary fund operations are accounted for the same as in the government wide statements.

All long-term debt arising from cash basis transactions to be repaid from governmental and business-type resources is reported as liabilities in the government-wide statements. Long term debt arising from cash basis transactions of governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principle and interest reported as expenditures. The accounting for proprietary funds is the same in the fund financial statements as the treatment in the government-wide statements.

The Proprietary Funds capitalize the interest cost of restricted tax exempt borrowings, less any interest earned on temporary investments of the proceeds of those borrowings, until the specified assets acquired with those borrowings is placed into service.

Equity is classified as net position and displayed in three components:

- Net investment in capital assets-consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- Restricted net position consists of net position with constraints placed on the use either by external groups such as creditors, grantors, contributors or laws and regulations of other governments or law through constitutional provisions or enabling legislation.
- Unrestricted net position is all other net position that does not meet the definition of restricted or net investment in capital assets.

Beginning with FY 2012, the City implemented GASB Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions. This statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balance more transparent. The following classifications describe the relative strength of the spending constraints placed on the purpose for which resources can be used.

- Non-spendable classification includes amounts that cannot be spent because they are either not in spendable form or legally or contractually required to be maintained intact.
- Restricted classification includes amounts for which constraints have been placed on the use of resources because they are either externally imposed by creditors such as through debt covenants, grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

Committed classification includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action (resolution) of the City's board of alderpersons, which is the City's highest level of decision-making authority. These amounts cannot be used for any other purpose unless the board of alderpersons removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

Assigned classification includes spendable amounts that are reported in governmental funds other than in General Fund, that are neither restricted nor committed, and amounts in General Fund that are intended to be used for a specific purpose in accordance with the provisions of GASB Statement 54. The intent of an assigned fund balance should be expressed by either the City's board of alderpersons, or the City Administrator that has the authority to assign amounts to be used for specific purposes.

Unassigned classification is the residual fund balance for the General Fund. It also represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund including any governmental fund in a deficit position.

When fund balance resources are available for a specific purpose in multiple classifications, the City would use the most restrictive funds first in the following order: restricted, committed, assigned, and unassigned as they are needed. However, it reserves the right to selectively spend unassigned resources first and to defer to the use of the other classified funds.

Enterprise fund contributions or for fixed assets, including those received from other city funds, and grants received from other Cities for the acquisition of capital assets, are reported as capital contributions.

Program revenues in the statement of activities, modified cash basis revenues that are derived directly from each activity or from parties outside the City's taxpayers are reported as program revenues. The City has the following program revenues in each activity:

General government	Licenses and permits
Public Safety	Fines and forfeits, operating grants for police equipment and secretary.
Streets	Gasoline and motor vehicle sales tax.

All other governmental revenues are reported as general. All taxes are classified as general revenue even if restricted for a specific purpose.

Operating revenues and expenses for proprietary funds result from providing services and producing and delivering goods and services. They also include all revenues and expenses not related to capital and related financing, noncapital financing or investing activities.

The preparation of financial statements in conformity with the other comprehensive basis of accounting used by the City requires management to make estimates and assumptions that affect certain reported amounts and disclosures such as estimated useful lives in determining depreciation expense accordingly, actual results could differ from those estimates.

During the course of operations, numerous transactions occur between individual funds that may result in amounts owed between funds. Those related to goods and service type transactions are classified as due to and from other funds. Short term inter-fund loans are reported as inter-fund receivables and payables. Long term inter-fund loans are reported as advances from and to other funds. Inter-fund receivables and payables between funds within governmental activities are eliminated in the Statement of Net Position.

By its nature as a local government unit, the City is subject to various federal, state, and local laws and contractual regulations.

In accordance with state law, all uninsured deposits of municipal funds in financial institutions must be secured with acceptable collateral. Acceptable collateral includes certain U.S. Government or Government Agency securities, certain State or political subdivision debt obligations, surety bonds or certain letters of credit.

The City complies with various restrictions on deposits and investments which are imposed by state statutes as follows:

- Missouri statutes require that all deposits with financial institutions be collateralized in an amount at least equal to uninsured deposits.
- The City may purchase any investment allowed by the State Treasurer. These include obligations of the United States government or any agency or instrumentality thereof maturing and becoming payable not more than three years from the date of purchase, repurchase agreements maturing and becoming payable within ninety days secured by U.S. Treasury obligations or obligations of U. S. government agencies or instrumentalities of any maturity, as provided by law.

**CITY OF ASHLAND
CHAPTER 8
INVESTMENT POLICY**

8.005. Scope

This policy applies to the investment of all operating funds of the City of Ashland. Longer-term funds, including investments of employees' retirement funds and proceeds from certain bond issues, are covered by a separate policy.

8.010. Pooling of Funds

Except for cash in certain restricted and special funds, the City of Ashland will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their representative participation and in accordance with generally accepted accounting principles.

8.015. External Management of Funds

Investment through external programs, facilities and professionals operating in a manner consistent with this policy will constitute compliance.

8.020. General Objectives

The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield.

8.025. Safety

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

8.030. Credit Risk

The City of Ashland will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by: Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which the City of Ashland will do business. Diverging the portfolio so that potential losses on individual securities will be minimized.

8.035. Interest Rate Risk

The City of Ashland will minimize the risk that the market of securities in the portfolio will fall due to changes in general interest rates, by: Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity. Investing operating funds primarily in shorter-term securities.

8.040. Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio also may be placed in bank deposits or repurchase agreements that offer same-day liquidity for short-term funds.

8.045. Yield

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The cores of investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principal.
- A security swap would improve the quality, yield, or target duration in the portfolio.
- Liquidity needs of the portfolio require that the security be sold.

8.050. Standards of Care

1. Prudence

The standard of care to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal liability for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion to the governing body and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

2. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal

financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City of Ashland.

3. Delegation of Authority

Authority to manage the investment program is granted to the City Administrator and derived from this policy. Responsibility for the operation of the investment program is hereby delegated to the investment officer, who shall act in accordance with the established written procedures and internal controls for the operation of the investment program consistent with this investment policy. Procedures should include references to: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, and collateral/depository agreements. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the investment officer. The investment officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

8.055. Investment Transactions

8.060. Authorized Financial Dealers and Institutions

Investments shall only be made with approved security broker/dealers selected by credit worthiness as determined by the investment officer and approved by the governing body. These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule). All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate. Audited financial statements.

- Proof of National Association of Securities (NASD) certification.
- Proof of state registration.
- Completed broker/dealer questionnaire.
- Certification of having read and understood and agreeing to comply with the City of Ashland investment policy.

An annual review of the financial condition and registration of qualified financial institutions and broker/dealers will be conducted by the investment officer.

From time to time, the investment officer may choose to invest in instruments offered by emerging or minority firms and community financial institutions. In such situations, a waiver to the criteria under Paragraph 1 may be granted by the governing body. All terms and relationships will be fully disclosed prior to purchase and will be reported to the governing body of the City of Ashland on a consistent basis. The governing body of the City of Ashland should approve these types of investment purchases in advance.

8.065. Internal Control

The investment officer is responsible for establishing and maintaining an internal control structure that will be reviewed annually with the City of Ashland independent auditor. The internal control structure shall be designed to ensure that the assets of the City of Ashland are protected from loss, theft or misuse and to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits require estimates and judgments by management. The internal controls shall address the following points:

- Control of collusion.

- Separation of transaction authority from accounting and record keeping.

- Custodial safekeeping.

- Avoidance of physical delivery securities.

- Clear delegation of authority to subordinate staff members.

- Written confirmation of transactions for investments and wire transfers.

- Development of wire transfer agreement with the lead bank and third party custodian.

8.070. Delivery vs. Payment

All trades where applicable will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in eligible financial institutions prior to the release of funds. All securities shall be perfected in the name or for the account of the City of Ashland and shall be held by a third-party custodian as evidenced by safekeeping receipts.

8.075. Suitable and Authorized Investments

8.080. Investment Types

In accordance with a subject to restrictions imposed by current statutes, the following list represents the entire range of investments that the City of Ashland will consider and which shall be authorized for the investments of funds by the City of Ashland.

a. United States Treasury Securities. The City of Ashland may invest in obligations of the United States government for which the full faith and credit of the United States are pledged for the payment of principal and interest.

b. United States Agency Securities. The City of Ashland may invest in obligations issued or guaranteed by any agency of the United States Government as described in V.

c. Repurchase Agreements. The City of Ashland may invest in contractual agreements between the City of Ashland and commercial banks or primary government securities dealers. The purchaser in a repurchase agreement (repo) enters into a contractual agreement to purchase U.S. Treasury and government agency securities while simultaneously agreeing to resell the securities at predetermined dates and prices.

d. Collateralized Public Deposits (Certificates of Deposit). Instruments issued by financial institutions which state that specified sums have been deposited for specified periods of time and at specified rates of interest. The certificates of deposit are required to be backed by acceptable collateral securities as dictated by State statute.

e. Bankers' Acceptances. Time drafts drawn on and accepted by a commercial bank, otherwise known as bankers' acceptances. The City of Ashland may invest in bankers' acceptances issued by domestic commercial banks possessing the highest rating 7 issued by Moody's Investor Services, Inc. or Standard and Poor's Corporation.

f. Commercial Paper. The City of Ashland may invest in commercial paper issued by domestic corporations, which has received the highest rating issued by Moody's Investor Services, Inc. or Standard and Poor's Corporation. Eligible paper is further limited to issuing corporations that have total commercial paper program size in excess of five hundred million dollars (\$500,000,000).

8.085. Security Selection

The following list represents the entire range of United States Agency Securities that the City of Ashland will consider and which shall be authorized for the investment of funds by the City of Ashland. Additionally, the following definitions and guidelines should be used in purchasing the instruments:

a. U.S. Govt. Agency Coupon and Zero Coupon Securities. Bullet coupon bonds with no embedded options.

b. U.S. Govt. Agency Discount Notes. Purchased at a discount with maximum maturities of one (1) year.

c. U.S. Govt. Agency Callable Securities. Restricted to securities callable at par only with final maturities of five (5) years.

d. U.S. Govt. Agency Set-up Securities. The coupon rate is fixed for an initial term. At coupon date, the coupon rate rises to a new, higher fixed term restricted to securities of five (five) years.

e. U.S. Govt. Agency Floating Rate Securities. The coupon rate flats off an index. Restricted to coupons with no interim caps that reset at least quarterly.

f. U.S. Govt. Mortgage Backed Securities. Restricted to securities with final maturities of five (5) years.

8.090. Investment Restrictions and Prohibited Transactions

To provide for the safety and liquidity of the City of Ashland funds, the investment portfolio will be subject to the following restrictions:

- a. Borrowing for investment purposes (“Leverage”) is prohibited.
- b. Instruments known as Structured Notes (e.g. inverse floaters, leveraged floaters, and equity linked securities) are not permitted. Investment in any instrument, which is commonly considered a “derivative” instrument (e.g. options, futures, swaps, caps, floors, and collars), is prohibited.
- c. Contracting to sell securities not yet acquired in order to purchase other securities for purposes of speculating on developments or trends in the market is prohibited.
- d. No more than 5% of the total market value of the portfolio may be invested in bankers’ acceptances issued by any one commercial bank and no more than 5% of the total market value of the portfolio may be invested in commercial paper of any one issuer.

8.095. Collateralization

Collateralization will be required on two types of investments; certificates of deposit and repurchase agreements. The market value (including accrued interest) of the collateral should be at least 100%. For certificates of deposit, the market value of collateral must be at least 100% or greater of the amount of certificates of deposits plus demand deposits with the depository, less the amount, if any, which is insured by the Federal Deposit Insurance Corporation, or the National Credit Unions Share Insurance Fund. All securities, which serve as collateral against the deposits of a depository institution, must be safe kept at a non-affiliated custodial facility. Depository institutions pledging collateral against deposits must, in conjunction with the custodial agent, furnish the necessary custodial receipts within five business days from the settlement date. The City of Ashland shall have a depository contract and pledge agreement with each safekeeping bank that will comply with the Financial Institutions, Reform, Recovery, and Enforcement Act of 1989 (FIRREA). This will ensure that the City of Ashland security interest in collateral pledged to secure deposits is enforceable against the receiver of a failed financial institution.

8.100. Repurchase Agreements

The securities for which repurchase agreements will be transacted will be limited to U.S. Treasury and government agency securities that are eligible to be delivered via the Federal Reserve’s Fed wire book entry system. Securities will be delivered to the City of Ashland designated Custodial Agent. Funds and securities will be transferred on a delivery vs. payment basis.

8.105. Investment Parameters

8.110. Diversification

The investments shall be diversified to minimize the risk of loss resulting from over concentration of assets in specific maturity, specific issuer, or specific class of securities. Diversification strategies shall be established and periodically reviewed. At a minimum, diversification standards by security type and issuer shall be:

- a. U.S. treasuries and securities having principal and /or interest guaranteed by the U.S. government.....100%
- b. Collateralized time and demand deposits.....100%
- c. U.S. Government agencies, and government sponsored enterprises.....no more than 60%
- d. Collateralized repurchase agreements.....50%
- e. U.S. Government agency callable securities.....no more than 30%
- f. Commercial Paper.....no more than 30%
- g. Bankers' Acceptances.....no more than 30%

8.115. Maximum Maturities

To the extent possible, the City of Ashland shall attempt to match its investments with anticipated cash flow requirements. Investments in bankers' acceptances and commercial paper shall mature and become payable not more than one hundred eighty (180) days from the date of purchase. All other investments shall mature and become payable not more than five (5) years from the date of purchase. The City of Ashland shall adopt weighted average maturity limitations that should not exceed three (3) years and is consistent with the investment objectives. Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as in bank deposits or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

8.120. Reporting

8.125. Methods

The investment officer shall prepare an investment report at least quarterly, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last quarter. This management summary will be prepared in a manner that will allow the City of Ashland to ascertain whether investment activities during the reporting period have conformed to the

investment policy. The report should be provided to the governing body of the City of Ashland. The report will include the following:

- Listing of individual securities held at the end of the reporting period.
- Realized and unrealized gains or losses resulting from appreciation or depreciation by listing the cost and market value of securities over one-year duration (in accordance with Government Accounting Standards Board (GASB 31 requirements). [Note, this is only required annually].
- Average weighted yield to maturity of portfolio on investments as compared to applicable benchmarks.
- Listing of investment by maturity date.
- Percentage of the total portfolio, which each type of investment represents.

8.130. Performance Standards

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. A series of appropriate benchmarks may be established against which portfolio performance shall be compared on a regular basis. Commercial paper and bankers' acceptances must be reviewed monthly to determine if the rating level has changed. The commercial paper and bankers' acceptances should be reviewed for possible sale if the securities are downgraded below the minimum acceptable rating levels.

8.135. Marking to Market

The market value of the portfolio shall be calculated at least quarterly and a statement of the market value of the portfolio shall be issued at least annually to the governing body of the City of Ashland. This will ensure that review of the investment portfolio, in terms of value and price volatility, has been performed.

8.140. Policy Considerations

8.145. Exemption

Any investment currently held that does not meet the guidelines of this policy shall be exempt from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

8.150. Adoption

This policy shall be adopted by ordinance of the City of Ashland Board of Aldermen. The policy shall be reviewed annually by the investment officer and recommended changes will be presented to the governing body for consideration. The following documents, as applicable, are attached to this policy:

- Securities acceptable as collateral to secure deposits.
- Listing of authorized personnel.
- Relevant investment statutes and ordinances.
- Repurchase agreements and tri-party agreements.
- Listing of authorized broker/dealers and financial institutions.

- Safekeeping agreements.
- Wire transfer agreements.
- Sample investment reports.

8.155 Glossary

As used in the investment policy, the following terms shall mean:

Annual Review:

For the purpose of reviewing authorized financial dealers and institutions, annual review requires an investment officer to ensure that the financial dealer or institution is in compliance with the Board of Aldermen established procedures.

Banker's Acceptance (BA):

A short-term financial instrument that is the unconditional obligation of the accepting bank. Banker's acceptances arise from transactions involving the import, export, transit, or storage of goods-domestic as well as international transit. For investors, it is important to realize that the underlying transaction that gives rise to a BA is almost completely irrelevant to the credit quality or the liquidity of the instrument. The actual BA is created at a late stage in the underlying transaction when a bank accepts its obligation to pay the holder of the accepted draft. In other words, when the transaction becomes a BA it becomes an unconditional obligation of the accepting bank. From an investor's point of view, a BA is a bank obligation that has at least the same credit strength as any CD issued by the same bank. In fact, BA's are typically stronger than CD's because in addition to the credit strength of the accepting bank they are backed by the credit strength of a drawer; an endorsing bank, if one is involved in the transaction; and usually by the pledge of documents representing ownership of the trade goods and insurance on the goods. BA's do not, however, carry federal deposit insurance. BA's are considered safe, liquid, short-term money market investments.

Bond Proceeds:

The money paid to the issuer by the purchaser or underwriter of a new issue of municipal securities. These moneys are used to finance the project or purpose for which the securities were issued to pay certain costs of issuance as may be provided in the bond contract.

Broker:

A party who brings buyers and sellers together. Brokers do not take ownership of the property being traded. They are compensated by commissions. They are not the same as dealers, however, the same individuals and firms that act as brokers in some transactions may act as dealers in other transactions.

Callable Bond:

A bond that the issuer has the right to redeem prior to maturity. Some callable bonds may be redeemed on one call date while others have multiple call dates. Some callable bonds may be redeemed at par while others have multiple call dates. Some callable bonds may be redeemed at par while others can only be redeemed at a premium.

Certificate of Deposit (CD):

A deposit of funds, in a bank or savings and loan association, for a specified term that earns interest at a specified rate or a rate formula. They may be for terms as short as 1 week or as long as or longer than 10 years.

Commercial Paper:

Unsecured, short-term promissory notes issued by corporations for specific amounts and with specific maturity dates. Firms with lower ratings or firms without well-known names usually back their commercial paper with guarantees or bank letters of credit. Commercial paper may be sold on a discount basis or may bear interest. Terms can be as short as 1 day and usually do not exceed 270 days.

Custodial Agent:

An entity that holds collateral for deposits with financial institutions, investment securities, or securities underlying repurchase agreements.

Delivery vs. Payment (DVP)

This simultaneous exchange of securities and cash. The safest method of settling either the purchase or sale of a security. In a DVP settlement, the funds are wired from the buyers' account and the security is delivered from the seller's account in simultaneous, interdependent wires.

GASB 31 Statement No. 31 of the Governmental Accounting Standards Board:

Accounting and Financial Reporting for certain investments and for External Investment Pools, establishes accounting standards for securities owned by governmental entities. Government Accounting Standards Board (GASB) An accounting industry organization; part of the Financial Accounting Foundation. GASB issues statements of accounting standards that define and govern GAAP for state and local government entities in the United States.

Mark to Market:

The process of restating the carrying value of an asset or liability to equal its current market value.

Market Value:

The price at which a security is trading and presumably could be purchased or sold at a particular point in time.

Maturity:

The date on which the principal or stated value of an investment becomes due and payable.

Operating funds:

Includes all investable funds of the political entity with the exception of bond proceeds, retirement funds and self-insurance funds. Investable funds shall include all fund balances and surplus funds.

Par Value:

The amount of principal, which must be paid at maturity. Also referred to as the face amount of a bond, normally quoted in \$1,000 increments per bond.

Repurchase Agreement (RP):

A form of secured, short-term borrowing in which a security is sold with a simultaneous agreement to buy it back from the purchaser at a future date. The purchase and sales agreements are simultaneous, but the transactions are not. The sale is a cash transaction while the return purchase is a forward transaction since it occurs at a future date. The seller/borrower pays interest to the buyer at rate negotiated between the parties. Rates paid on RP are short-term money market interest rates and are completely unrelated to the coupon rate paid on the instrument being purchased. Informally known as repo's.

Safekeeping:

An arrangement under which a third party hold securities or other valuables under safe, controlled conditions. A safekeeping arrangement is evidenced by a safekeeping receipt.

Swap:

The sale of one or more securities in order to purchase one or more different securities with the proceeds from the sale. Bond swaps usually take advantage of changes in market conditions or more favorable investment characteristics. For example, swaps are often done to lengthen or shorten maturities when investors change their outlook for future rates.

US Treasury Obligations:

Debt obligations of the United States Government sold by the Treasury Department in the forms of Bills, Notes, and Bonds. Bills are short-term obligations that mature in 1 year or less and are sold on the basis of a rate of discount. Notes are obligations that mature between 1 year and 10 years. Bonds are long-term obligations what generally mature in 10 years or more.

Weighted Average Maturity (WAM):

The average maturity of all the securities that comprise a portfolio that is typically expressed in days or years.

(Chapter adopted Council Bill No. 2004-033, 9-24-2004)

REVENUE PROJECTIONS

The primary support for general services comes from diverse revenue sources such as property taxes, sales taxes, utility franchise taxes and financial institution tax. The balance of revenues is derived from user charges, fines, forfeitures, investment income and miscellaneous fees and charges.

In FY17 these revenue sources experienced growth allowing the City to maintain and in some service areas expand the level of service. In FY18, modest growth was budgeted in property and sales tax revenues, however these projections were revised due to the flat growth of tax revenue.

The starting point for all account revenue projections begins with the new construction building permit activity of the past year. From this, assessed valuations are projected for the property tax accounts. The building permit information also provides an estimation of population growth, which is normally factored into the various accounts such as license, permits and fees. Historical account activity is tracked to also provide trend information to provide a comparative basis for projections.

Property Real/Personal

<i>Collection/Distribution Year</i>	<i>General Fund</i>
2015 Actual	133,949.86
2016 Actual	143,564.78
2017 Actual	146,115.17
2018 Projected	154,000.00
2019 Projected	175,000.00

2016 Assessed valuation:

Residential	\$36,409,069
Agricultural	\$287,435
Commercial	<u>\$10,724,301</u>
Total Real Estate	\$47,420,805
Personal Property	\$9,290,615
State Assessed	<u>\$1,251,554</u>
Total Valuation	\$58,462,974

Proposed Tax Rates and Revenues

General Revenue

\$58,462,974 (total valuation) X 0.2480/\$100 (maximum tax rate) = \$144,988

Actual Received for the City's fiscal year was \$143,564.78

FY 2019

2017 Assessed valuation:

Residential	\$38,329,237
Agricultural	\$407,349
Commercial	<u>\$11,276,658</u>
Total Real Estate	\$50,013,244

Personal Property	\$10,123,295
State Assessed	<u>\$1,295,402</u>
Total Valuation	\$61,431,941

Proposed Tax Rates and Revenues

General Revenue

\$61,431,941 (total valuation) x 0.2480/\$100 (maximum tax rate) =\$152,351

Actual Received for the City's fiscal year was \$146,115.17.

<i>Collection/Distribution Year</i>	<i>Sales Tax</i>	<i>Capital Tax</i>	<i>Transportation Tax</i>
FY 13 Actual	318,923.65	144,834.62	N/A
FY 14 Actual	346,967.17	156,902.26	19,537.24
FY 15 Actual	362,950.68	165,251.07	163,753.00
FY 16 Actual	348,465.76	158,365.72	155,973.95
FY 17 Actual	380,653.40	174,688.21	173,318.52
FY 18 Projected	375,000.00	177,000.00	171,000.00
FY 19 Projected	375,000.00	177,000.00	171,000.00

The City anticipates that Sales tax revenue will remain flat for FY19.

<i>Collection/Distribution YR</i>	<i>Vehicle Fuel Tax</i>	<i>Vehicle Sales Tax</i>	<i>Vehicle License/Transfer Fee</i>
2013 Actual	93,681.71	23,072.10	15,668.72
2014 Actual	94,223.65	26,052.62	15,443.12
2015 Actual	97,370.79	29,182.18	15,783.26
2016 Actual	98,110.77	31,291.49	16,435.77
2017 Actual	93,867.51	37,828.91	16,041.72
2018 Projected	92,000.00	39,500.00	16,000.00
2019 Projected	92,000.00	39,500.00	16,000.00

<u>Collection/Distribution Year</u>	<u>Road Replacement Tax</u>
2013 Actual	118,475.15
2014 Actual	121,456.19
2015 Actual	136,229.69
2016 Actual	151,610.37
2017 Actual	152,366.83
2018 Actual	155,366.83
2019 Projected	158,000.00

Monthly Water Base Rates:

8.90 Base Charge/4.71 per 1000 gallons

Monthly Sewer Base Rates:

23.00 Base Charge/5.00 per 1000 gallons

(Per Ordinance No. 1150 the Sewer Base Rates will again in increase during FY19, beginning July 16,2018.
27.75 Base Charge/5.25 per 1000 gallons)

<u>Collection/Distribution Year</u>	<u>Water Sales</u>	<u>Sewer Charges</u>
2017 Actual	380,858.08	373,354.73
2018 Projected	484,000.00	483,000.00
2019 Projected	500,000.00	700,000.00

Prior to FY 2017 Water and Sewer funds were combined. These funds were separated during the FY17 to allow the City to have more transparency and to give the public a better understanding of the revenues and expenditures each fund incurs. In addition, the City as secured SRF financing to construct a waste water treatment plant to comply with DNR regulations.

CAPITAL FUND

Chapter 94 Section 577 of the Missouri Revised Statutes states, "The governing body of any municipality...is hereby authorized to impose, by ordinance or order, a one-eighth, one-fourth, three-eighths, or one-half of the one percent sales tax on all retail sales made in such municipality which are subject to taxation under the provisions of sections 144.010 to 144.525 for the purpose of funding capital improvements, including the operation and maintenance of capital improvements. The City adopted this tax in 1991 at the rate of one-half of one percent.

In FY19 the City will use the Capital Fund to update the current Comprehensive Plan.

Comprehensive Plan FAQ's

What is a Comprehensive Plan?

A Comprehensive Plan is a road map and guide for the community to follow as it considers decisions, both large and small. This plan will be Ashland's vision for the future and strategic outline for getting there. The plan is a policy guide that provides a framework for making development and zoning decisions. The planning process includes an assessment of existing resources and issues, projections of future conditions and needs, and consideration of collective goals and objectives. The Comprehensive Plan is NOT a zoning ordinance, subdivision regulation, budget, capital improvement program or other regulatory document. It is meant to be the basis for the preparation of these documents.

How will the City of Ashland use this Comprehensive Plan?

The purpose of the Comprehensive Plan is to enable City Officials and staff to better manage change and to inform residents and businesses about Ashland's characteristics, trends and policies. The plan will guide municipal actions, including the regulation of future residential and commercial growth in Ashland.

What does a Comprehensive Plan contain?

The plan will contain, in general, the following sections:

Community Background (Demographics) / History

Process Description

Goals & Objectives

Future Land Use

Residential Development

Transportation / Utilities

Parks & Recreation

Economic Development

Urban Design

When will the plan be implemented?

The Comprehensive Plan becomes "official" following formal adoption by the Planning and Zoning Commission. Once this final step occurs, the plan and its goals may be implemented.

Additional Expenditures

The Capital Fund will fund a \$5,900-dollar payment to the County of Boone for the Police Departments cost share of the Superior RMS Program, along with purchasing the LEXIPOL System for annual fee of \$4,451.00-dollars. LEXIPOL would offer a scope of services to the City of Ashland Police Department to include:

- Law Enforcement Policy Manual & Daily Training Bulletins
- Policy Updates
- Web Based delivery platform and mobile App (Knowledge Management System)
- Supplemental Manual
- Standard Policy Cross References
- Customer Assistance and Support

Since 2003 LEXIPOL's proven policy and training solutions have helped safety agencies across the country reduce risk, avoid litigation and focus more resources on proactive policing. Vetted by attorneys the content is used by more than 3,300 public safety agencies nationwide.

The Police Department will also purchase a new patrol vehicle to replace the last Crown Victoria in its fleet.

The City will use \$8,000.00 dollars from Capital to replace desktop computers. The current models are from 4 to 7 years old. Normal rotation of desktop computers should be every 3 years.

Lastly, the Capital Fund will pay the City's share of the Main Street Sidewalk project TAP 9901 (507). The estimated share for the City of Ashland for the project is \$80,579.20-dollars.

CAPITAL FUND

REVENUE:

Capital Sales Tax 177,000.00

EXPENSES:

General 63,351.00

Sidewalk Expenses City Match 80,579.20

Total 33,069.80

Any remaining funds in Capital will be dedicated to the Waste Water Treatment Plant for equipment.

GENERAL FUND OVERVIEW

The general fund is the general operating fund of the City. Expenditures from this fund provide the basic city services, such as police protection. It also funds the following departments and the services they provide: Administration, Law Enforcement, Community Development and Park.

The major revenue sources of this fund are property taxes, sale taxes and franchise taxes. The remaining revenues are derived from the various user fees and other sources.

A key element of the budget process is projecting the fund's ending reserve balance. Total expenditures for the upcoming fiscal year are set based on projected revenues for the coming year and to ensure fund reserves will remain at the level set by policy.

Fund balance reserves represent the unappropriated accumulation of the difference between actual revenues and expenditures. The source and timing of revenues dictates the level of fund balance necessary to avoid cash shortages in normal day to day operations. The City recognizes the need to establish and maintain adequate reserves to avoid any disruption in service level caused by either a downturn in significant revenue item or one that is only received at a particular time such as property taxes in December.

GENERAL ADMINISTRATION

	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 PROJECTED	FY 2019 PROJECTED
REVENUES:					
Property tax Real & Personal	134,079.87	153,720.80	146,115.17	154,000.00	175,000.00
1% Local Sales Tax	362,950.68	348,465.76	380,653.40	375,000.00	375,000.00
Financial Institution Tax	690.18	92.55	415.61	375.00	400.00
Surtaxes	5,579.94	8,076.93	8,483.06	8,000.00	8,000.00
Interest Income	9,344.76	6,489.45	9,625.97	17,000.00	18,000.00
Wireless Lease Agreement	42,584.72	42,292.75	62,583.06	42,000.00	425,000.00
Miscellaneous Income	2,981.54	8,254.49	9,870.59	3,000.00	9,000.00
3% Gross Receipts Charter	11,658.21	11,695.66	9,460.75	12,300.00	16,000.00
3% Gross Receipts AmerenMo	178,107.93	167,515.66	169,621.82	195,000.00	200,000.00
5% Gross Receipts Boone Elec	21,990.76	20,755.69	21,378.44	22,300.00	24,500.00
5% Gross Receipts Mobile Tele	88,435.28	72,447.76	69,445.18	63,000.00	68,000.00
Liquor & Business Licenses	2,146.50	2,256.50	2,357.00	2,400.00	2,400.00
Total Revenues	860,550.37	842,064.00	890,010.05	894,375.00	1,321,300.00

The City of Ashland will be entering into a lease agreement with Tower Point Capital. This will infuse the Cities General Revenue Budget under Wireless Lease Agreements. The City plans to invest a portion of these funds in Certificates of Deposit to be held as reserve funds for the City of Ashland.

	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 PROJECTED	FY 2019 PROJECTED
EXPENSES:					
Salaries	145,599.67	129,552.67	111,584.01	122,000.00	165,000.00
Salaries-Overtime	0	0	0	4.58	0
Payroll Taxes	11,908.36	10,368.05	8,962.39	10,000.00	15,000.00
Lagers	8,590.40	5,615.17	2,535.36	3,600.00	6,000.00
Health Insurance	24,162.24	20,718.78	17,081.48	21,300.00	26,000.00
Work Comp Insurance	410.00	3,806.00	1,283.00	1,457.20	2,000.00
Uniforms	91.00	0	234.12	201.45	0
Prof Training/Mileage	3,966.30	4791.21	6,908.71	4,200.00	6,000.00
Prof Memberships	1,683.00	1408.00	1,335.00	1,585.00	2,000.00
MMRCOG	1,112.10	1112.10	1,112.10	1,112.10	1,112.10
MML	770.70	770.70	770.70	770.70	770.70
Property/Auto Insurance	44,527.00	52,323.00	57,024.00	47,270.00	50,000.00
Legal Fees-City Attorney	22,512.50	26,641.25	21,497.75	20,000.00	24,000.00
City Audit	11,200.00	11,150.00	12,829.99	12,400.00	13,000.00
Miscellaneous Expense	1,555.97	1021.53	2,598.44	1,000.00	1,000.00
Local Org/Event Servicers	0	0	0	0	0
Contingency	0	0	0	2,543.00	3,000.00
Maintenance/Improvements	603.46	2531.07	2,155.11	2,100.00	3,000.00
Operation/Supplies	459.28	335.85	228.78	0	0
Utilities	1,690.27	2009.83	2,325.65	2,800.00	3,000.00
Street Lights/City Sirens	0	0	58,436.17	67,000.00	70,000.00
Telephone	2,109.52	7470.34	1,987.41	2,300.00	2,300.00
Service Agreements	14,280.87	4936.85	6,000.00	10,100.00	11,000.00
Advertising	2,486.75	1414.19	3,007.67	3,000.00	2,000.00
Drug &Alcohol Testing	0	30.00	0	0	150.00
Election Fees	7,699.62	2834.58	1,951.37	15,000.00	10,000.00
Oper. Office/Printing Supp.	2,245.29	3399.93	3,721.90	4,000.00	6,000.00
Postage	1,200.00	1500.0	1,744.21	1,000.00	2,000.00
Emergency Preparedness	245.10	253.40	95.63	0	300.00
Small Equipment	716.57	213.33	173.14	100.00	1,000.00
Computer Maintenance	2,819.85	6652.11	2,489.99	3,500.00	4,000.00
Event Lights	20.89	470.75	0	290.00	400.00
Total Expenses	314,666.71	303,330.69	330,074.08	360,634.03	430,032.80

Payroll and benefits make up the majority of the expenses for general administration. Standard yearly expenses include legal fees, municipal audit fees, insurance and training. City lights and siren, utilities as well as service agreements and daily operating supplies make up the remainder of the expenses.

COMMUNITY DEVELOPMENT / CODE ENFORCEMENT

	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 PROJECTED	FY 2019 PROJECTED
REVENUE:					
Building Permits	24,163.75	28,064.21	51,425.15	56,100.00	60,000.00
Planning/Zoning App	15,365.64	11,947.30	33,667.35	24,500.00	29,000.00
Processing Fee	250.00	2,050.00	3,745.00	4,000.00	5,000.00
Driveway Approach Inspections	1,025.00	1,050.00	1,950.00	2,000.00	2,500.00
Infrastructure Development Insp.	0	3,482.75	5,161.65	19,500.00	21,000.00
Recording	69.00	0	606.00	500.00	500.00
Total Revenue	40,873.39	46,594.26	96,555.15	106,600.00	118,000.00
EXPENSES:					
Building Permits	13,616.69	26,282.44	47,356.89	56,500.00	60,000.00
Planning/Zoning /Site Permits	29,717.05	6,333.15	21,000.79	30,000.00	27,000.00
Service Agreements	0	0	10,000.00	10,000.00	10,000.00
Recording	69.00	363.96	553.63	1,300.00	1000.00
Infrastructure Development Insp.	0	3,160.50	16,112.29	18,000.00	20,000.00
RPC Transportation Planning	3,000.00	0	2,000.00	0	0
Total Expenses	46,402.74	36,140.05	97,023.60	115,800.00	118,000.00

Community Development and Code Enforcement revenue consists of residential building permits, planning and zoning applications, rezoning applications, conditional use permits, new plats, re-plats and public hearings. Infrastructure development fees include concrete testing and wastewater testing. City of Ashland charges a processing fee for all new construction residential permits to cover the administrative costs of processing the permits.

Expenses include payments to the County of Boone for building permit fees, recording costs, engineering services and advertising. The City of Ashland currently has a 5-year contract with the YMCA for a yearly contribution of \$10,000.00. FY19 will be the fourth of the five payment installment agreement.

In FY 19 the City of Ashland intends to contract with Regional Planning to develop a new City Comprehensive Plan as the existing one is outdated and a new one is necessary due to the expected expansion in commercial development. The cost of this will come from Capital Funding.

The City of Ashland processed approximately 62 building permits for FY 18. Residential construction continues but is down from last year. The City of Ashland has noted that some commercial properties have sold and expect to see more commercial activity in the near future.

POLICE DEPARTMENT

	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 PROJECTED	FY 2019 PROJECTED
REVENUE:					
Miscellaneous Income				260.00	200.00
Grant Income					
P.O.S.T.			500.00	500.00	500.00
BVP Grant	1,147.50	1,012.83	738.73	800.00	1,750.00
Fingerprint			55.00	60.00	50.00
Recoupment Fees	538.00	944.00		100.00	100.00
Reports	184.43	162.07	232.30	150.00	100.00
Off Duty Employment	800.00	3,381.25	2,275.00	1,700.00	1,500.00
Total Revenue	2,669.93	5,500.15	3,801.03	3,570.00	4,200.00
EXPENSE:					
Salaries	218,050.22	255,809.92	236,461.45	250,000.00	287,301.00
Salaries-Overtime	2,612.61	1,695.23	752.68	2,500.00	3,500.00
Reserve Officers	2,948.00	3,018.20	6,997.02	5,000.00	3,000.00
Off Duty Employment	0	0	1,986.86	1,700.00	1,500.00
Payroll Taxes	19,066.23	21,390.90	19,047.23	20,000.00	20,500.00
Lagers	8,499.72	8,914.80	7,198.54	10,000.00	11,000.00
Health Insurance	43,233.03	48,563.27	41,057.56	56,000.00	60,000.00
Work Comp Insurance	6,073.74	15,000.00	21,360.00	17,817.20	20,000.00
Police Hiring	790.00		13.25	0	100.00
Uniforms/Equipment	3,865.93	3,144.65	2,980.62	3,000.00	3,000.00
Ammunition	779.20	642.00		2500.00	3,000.00
Special Equipment	1,301.35	1,541.99	1,339.23	1,500.00	1,500.00
Prof. Training/Mileage	3,015.00	2,347.02	2,155.86	2,000.00	3,000.00
Prof. Membership	245.00	320.00	245.00	245.00	300.00
Personal Safety Equipment	662.60	297.17	545.90	1,300.00	1,500.00
Miscellaneous Expense	521.30	555.26	69.67	1,000.00	1,000.00
Building Maintenance & Improve	3,445.92	469.29	1,499.50	2,000.00	2,500.00
Utilities	2,264.14	2,218.41	2,481.54	2,500.00	2,300.00
Telephone	5,815.77	7,239.58	6,284.44	3,500.00	3,500.00
Service Agreements	7,521.01	11,122.74	10,685.27	16,000.00	17,000.00
Vehicle/Equipment Maint.	15,163.80	12,526.93	12,213.46	18,000.00	15,000.00
Vehicle/Equipment Fuel	16,779.86	11,910.39	12,493.04	15,000.00	18,000.00

Drug/Alcohol Testing	202.50		190.00	250.00	250.00
Office/Printing Supplies	3,433.66	2,592.79	2,614.38	3000.00	3,000.00
Postage	500.00	500.00	499.91	500.00	500.00
Capital Equipment		39.09		1,000.00	1,000.00
Small Equipment	5,583.33	1,668.63	1,371.92	2,000.00	2,000.00
Computers Maint.	4,299.98	11,596.22	3,414.73	3,000.00	3,500.00
P.O.S.T		500.00	215.00	500.00	500.00
BVP Grant	1,780.80	765.00	738.73	800.00	3,500.00
Total Expenses	378,454.70	424,389.48	396,912.79	442,612.20	492,751.00

The Police Department is composed of the Chief, Deputy Chief, Patrol Sergeant, 3 patrol officers and one clerk. The Police Department has had one full time opening that has been vacant since 08/19/17.

The majority of the Police Fund goes for salaries, benefits, equipment and training. The Police Department shares costs for utilities, service agreements and building maintenance with the General Administration. In FY18 the Police Department purchased one Dodge Charger patrol vehicle from the highway patrol for \$15,850.00 and a new Ford Explorer from Joe Machen's Ford for \$32,600.00. The Police Department traded in a 2011 Ford Interceptor.

In FY19 the Police Department intends to trade in the remaining Crown Victoria for another newer patrol vehicle. The Police Chief and City Treasurer completed a salary study and found that Ashland Police Officers were grossly underpaid. Due to the amount of development within the City of Ashland, to include a new industrial park, the City of Ashland recognizes the importance of retaining the current staff of skilled officers and having the ability to attract qualified candidates as positions become necessary. For the FY19 the City of Ashland is looking to raise the base officer pay of \$13.50 to \$15.00 dollars per hour and looking into a mid-budget year additional raise depending on revenue. The Police Clerk will see a cost of living increase for FY19.

In FY 18 the City of Ashland Police Department entered into an agreement with the County of Boone and Superior for a new records management system. This tool will better inform the City of Ashland Police Department as well as other Boone County Agencies with more information on individuals that come in contact with local law enforcement. The yearly contract fee will come from the Capital Fund.

The City of Ashland Police Department for FY 19 would like to explore purchasing services from LEXIPOL. For annual fee of \$4,451.00 LEXIPOL would offer a scope of services to the City of Ashland Police Department to include:

- Law Enforcement Policy Manual & Daily Training Bulletins
- Policy Updates
- Web Based delivery platform and mobile App (Knowledge Management System)
- Supplemental Manual
- Standard Policy Cross References
- Customer Assistance and Support

Since 2003 LEXIPOL's proven policy and training solutions have helped safety agencies across the country reduce risk, avoid litigation and focus more resources on proactive policing. Vetted by attorneys the content is used by more than 3,300 public safety agencies nationwide.

PARK

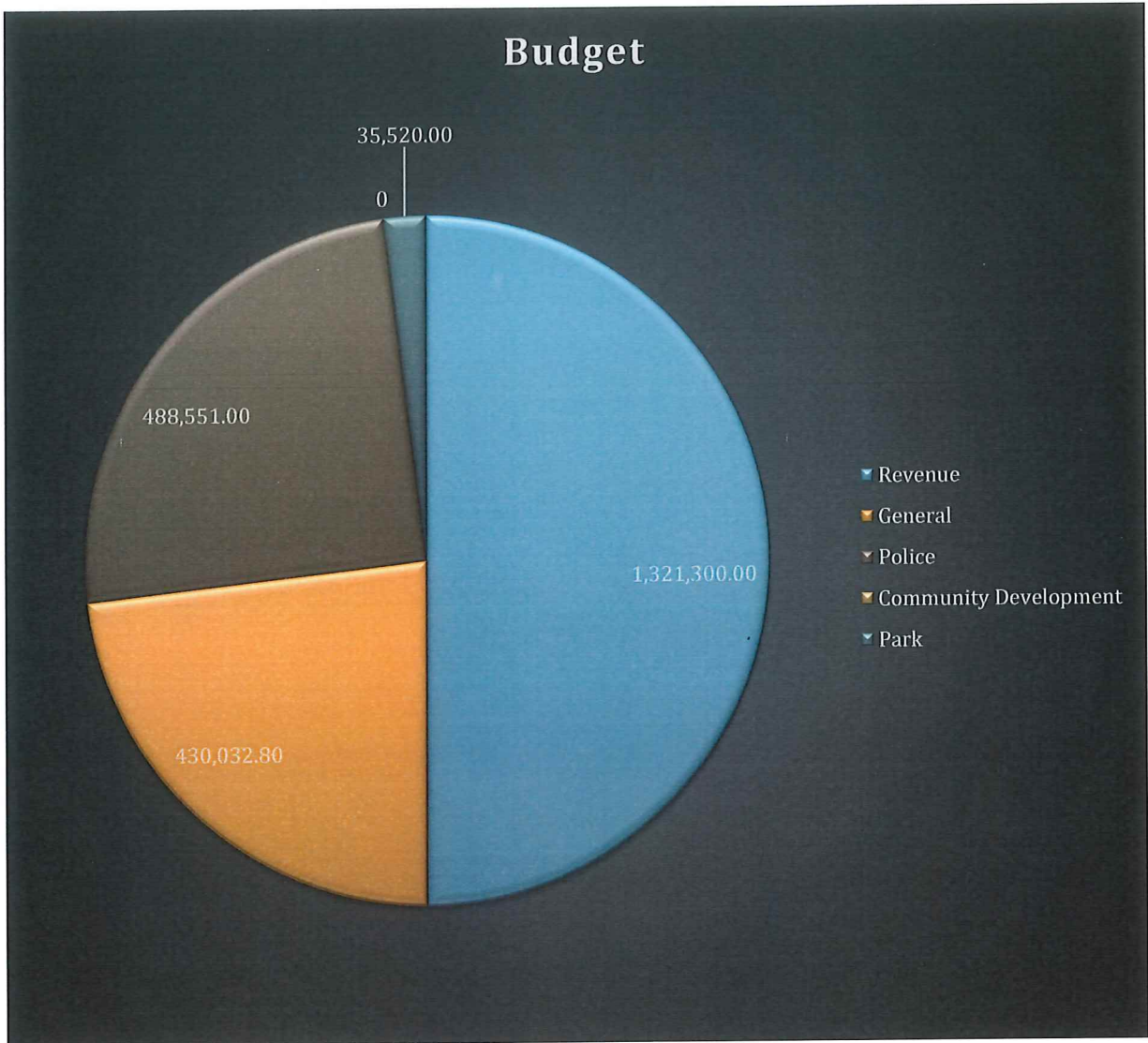
	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 PROJECTED	FY 2019 PROJECTED
REVENUE:					
PARK DONATIONS	430.00	470.00	465.00	500.00	500.00
EXPENSES:					
SALARIES-SUMMER			8,165.25	12,000.00	13,000.00
PAYROLL TAXES			648.94	918.02	1,500.00
WORK COMP INSURANCE			71.00	200.00	200.00
MISCELLANEOUS EXPENSE		68.91	90.00	100.00	100.00
FLAG FUND	900.52	858.45	802.55	900.00	820.00
UTILITIES	725.91	439.35	194.88	1,600.00	1,700.00
SERVICE AGREEMENTS	3,472.50	13,393.75	2,356.49	4,000.00	4,000.00
VEHICLE/EQUIPMENT MAINT	1,294.86	1,042.14	1,035.04	5,200.00	5,200.00
VEHICLE/EQUIPMENT FUEL	2,169.08	1,941.71	2,109.96	3,200.00	3,200.00
MAINTENANCE	1,092.06	4,905.39	3,489.74	2,000.00	2,000.00
CAPITAL EQUIPMENT		733.80	742.46	1,300.00	1,300.00
SMALL EQUIPMENT					
CAPITAL EXPENDITURE					
CITY PARK EVENTS				471.00	3,000.00
TOTAL EXPENSES	9,654.93	23,383.50	19,706.31	31,889.02	36,020.00

In 2018 the City of Ashland Missouri will introduce a Park Tax on the April ballot to add in supporting the City Parks. If passed the 1/2 cent tax would allow the Park Fund to have its own revenue source to support the operation and maintenance of the City of Ashland Parks. Should this tax pass an amendment to the FY19 budget will become necessary.

The City of Ashland Park Board currently has 7 members that meet once monthly on the 2nd Monday of the month at 6pm.

City of Ashland Code Chapter 25 establishes guidelines for the Park Board. Members are appointed from the City at large at the pleasure of the Board of Aldermen. Their duties include advising the Board of Alderman on matters pertaining to the City parks and public recreation. The board is responsible for planning recreational activities, promote and stimulate public interest in City Recreational programs, manage, control, maintain all parks, parkways, playgrounds, recreational centers, camps, buildings and facilities, prepare an annual budget, carryout all business of the Parks and Recreation Board in a manner that is complimentary to the City, advise the Board of Alderman on recommended rules and regulations pertaining to the use of park facilities and equipment.

The Park Board also maintains a private donation fund (501C) to be used for the enhancement of the Cities recreational facilities.



COURT

	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 PROJECTED	FY2019 PROJECTED
REVENUE:					
COURT AUTOMATED FUND	301.00	560.00	658.00	1,200.00	1,500.00
STATE CLERK'S FEE	516.00	975.00	1,128.00	1,700.00	2,000.00
COUNTY CLERK'S FEE	129.00	240.00	282.00	560.00	600.00
CRIME VICTIM COMPEN	322.50	600.00	705.00	1,400.00	1,500.00
LAW ENFORCE TRNG LET	455.00	1,080.00	608.00	3,900.00	4,000.00
INMATE DETAINEE SECURITY			216.00	1,300.00	1,000.00
MUNICIPAL COURT FINES	12,575.50	16,638.00	19,076.50	26,720.00	27,000.00
MTV COURT FINES		5,375.50	6,850.00	11,600.00	15,000.00
SHERIFF'S RET FUND	129.00	240.00	282.00	500.00	700.00
BOND FORFEITURE				2,900.00	3,000.00
COURT TOTAL:	14,428.00	25,708.50	29,805.50	51,780.00	56,300.00
EXPENSES:					
SALARIES				9,800.00	11,000.00
SALARIES-OVERTIME					
PAYROLL TAXES				750.00	1,000.00
LAGERS				420.00	600.00
HEALTH INSURANCE				3,200.00	3,200.00
COURT MISCELLANEOUS			1,791.02	4,000.00	4,000.00
LEGAL FEE PROSECUTING ATTY	9,999.96	11,833.33	12,000.00	12,000.00	12,000.00
COURT AUTOMATED FUND	413.00	504.00	644.00	1,200.00	1,500.00
STATE CLERK'S FEE	708.00	879.00	1,104.00	1,700.00	2,000.00
COUNTY CLERK'S FEE	177.00	216.00	276.00	450.00	600.00
CRIME VICTIM COMPENSATION	420.67	513.36	1,155.96	1,100.00	1,500.00
LAW ENFORCE TRNG	67.00	1,958.31	2,997.20	2,400.00	4,000.00
SHERIFF'S RET FUND	177.00	216.00	276.00	450.00	700.00
COURT TOTAL:	11,962.63	16,120.00	20,244.18	37,470.00	42,100.00

The Court Fund is a non-major governmental fund. Accounts for revenues received and expenditures paid for the court system. Revenues are collected from municipal fines and traffic violations. The Court fund disburses money to the State of Missouri that is collected from fines, the fund also assists with paying for training and salary for a court administrative assistant. The City of Ashland Missouri, does not hold municipal court inside the municipality. Court is held at the Circuit Court of Boone County, located in Columbia. The City of Ashland has a Police Clerk and a Traffic Violations Bureau clerk appointed by the court. The City participates in yearly audits with the Circuit Court of Boone County.

The City of Ashland falls under Local Rule 69.2. City of Ashland Police Department can also provide a copy of the yearly Municipal Site Visitation Questionnaire. The local court rules that the 13th Judicial Circuit Court shall apply to all proceedings in the circuit courts of Boone and Callaway Counties, whether before circuit judges, associate circuit judges, or the family court commissioner, unless otherwise specified by individual rule. These rules are adopted by order of the court en banc, effective the 1st day of October, 2001.

Local Rule 69.2 can be easily searched by "the 13th judicial court system Local Rule 69.2" or contacting the Boone County Courthouse Circuit Court Clerk's office at 573-886-4000.

STREET FUND

	FY 2015 ACTUAL	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 PROJECTED	FY 2019 PROJECTED
REVENUE:					
MISC INCOME	19,219.09	2,943.66	10,043.15	1270.00	100.00
TRANSPORTATION TAX	163,753.00	155,973.95	173,318.52	171,000.00	171,000.00
MOTOR VEH SALES TAX	29,182.18	31,291.49	37,828.91	39,500.00	39,500.00
MOTOR FUEL TAX	97,370.79	98,110.77	93,867.51	92,000.00	92,000.00
MOTOR VEHICLE FEE	15,783.26	16,435.77	16,041.72	16,000.00	16,000.00
ROAD TAX REPLACEMENT	136,229.69	151,610.37	152,538.97	155,366.83	158,000.00
ST EXCAVATION PERMIT				20.00	
GRANT INCOME		52,731.11	316,495.17		0
STREET TOTAL:	461,538.01	509,097.12	800,133.95	475,156.83	476,600.00
EXPENSE:					
SALARIES	26,920.07	41,916.64	76,479.69	70,150.00	38,376.00
SALARIES-OVERTIME	413.15	506.24	1,244.66	800.00	
SUMMER SALARIES		4,451.50			
PAYROLL TAXES	3,148.26	3,782.38	6,439.21	5,800.00	4,000.00
LAGERS	2,202.55	1,838.75	2,810.46	3,000.00	2,500.00
HEALTH INSURANCE	7,894.08	8,083.83	17,182.70	15,500.00	10,000.00
WORK COMP INSURANCE	3,898.96	5,000.00	11,170.00	8,457.20	4,000.00
UNIFORMS	357.46	321.95	549.92	562.62	200.00
PROF TRAINING/MILEAGE	50.00	537.80	639.26		
PERSONAL SAFETY EQUIP	120.07	53.21	181.95		50.00
MISC EXPENSE		188.66	290.38	895.00	500.00
BUILDING MAINT/IMPROVE	191.37	475.30	349.01	450.00	500.00
UTILITIES	57,279.60	59,448.83	2,344.02	1,720.00	1,700.00
TELEPHONE	1,224.93	480.00	439.53	700.00	800.00
SERVICE AGREEMENTS			4,500.00	1,800.00	2,500.00
VEH/EQUIP MAINTENANCE	2,717.77	11,090.77	5,019.00	6,000.00	5,000.00
VEH/EQUIP FUEL	6,275.17	4,833.99	5,619.85	5,000.00	5,000.00
STREET REP/SUPPLIES/MAINT	88,663.58	241,786.62	245,932.05	320,000.00	324,000.00
SIDEWALK EXPENSES		66,175.71	322,070.53		
STORMWATE REP/SUPP/MAINT	3,085.60	2,061.99	11,414.10	52,280.30	

FY 2019

STREET CONTRACT WORK			9,417.96		
DRUG & ALCOHOL TESTING		60.00		50.00	50.00
SMALL EQUIPMENT			167.97		
SIGNS & POSTS	3,268.74	2,462.79	1,670.32	800.00	800.00
COMPUTER MAINTENANCE			2,400.00	1,050.00	-
STREET TOTAL:	207,711.36	444,556.96	733,951.57	495,015.12	399,976.00

MAIN STREET SIDEWALK PROJECT DEPARTMENT

	<u>FY 2018</u>	<u>FY 2019</u>
	<u>PROJECTED</u>	<u>PROJECTED</u>
GRANT INCOME	23,163.20	252,392.95
SIDEWALK PROJ CONSTRUCTION		
SIDEWALK PROJ ENGINEERING	23,163.20	252,392.95

The Street Fund receives revenue from several fees and taxes. A local transportation tax was approved in 2013, this revenue can only be used for street improvements within the incorporated limits of Ashland. It cannot be used for salary and benefits of street employees. The Road Tax Replacement is remitted to Ashland by the County of Boone since the adoption of the county wide sales tax. This income is a replacement for the taxes the City would have received from a County levy on property before sales tax was adopted. The Street Fund receives monthly disbursements from the Department of Revenue for Vehicle fuel, sales and licensing taxes.

In FY 19 the City of Ashland will begin construction on a new sidewalk along Main Street. This project is partially funded by a grant from Missouri Department of Transportation. Total cost for the project is estimated at \$361,926.25. The Missouri Department of Transportation has committed \$274,341.00 toward the project with the City of Ashland committing \$87,585.25.

The Street Fund will look into purchasing additional speed humps for areas around the City of Ashland at a cost of roughly \$7,000.00 per unit.

The City of Ashland has opted to place a Park/Storm water Tax on the April 2018 ballot. Should this tax pass, storm water repairs will be moved from the Street Fund and have separate revenue/expense fund of its own. This will be addressed during the FY19 budget year and would result in amendment to the budget.

WATER DEPARTMENT

The Water Utilities Department serves over 1780 customers. The average total water supply from Wells 5 and 6 is about 7,000,000.00 million + gallons per month. This usage increases in the summer months and generally decreases in the winter months. The City of Ashland and Consolidated Water District #1 have agreements in place for the Water District to service areas within Ashland that the existing water lines do not extend to.

The current rate for service is \$8.90 base fee plus \$4.71 for each 1,000 gallons of metered water. The current rate for service installation of water meters is \$600.00. A primacy fee is billed for the Missouri Department of Natural Resources for the operation of the City's public water system. The City has the authority to charge 1.5 percent sales tax on its public utilities which is payable to the State of Missouri.

Payroll and benefits account for two full time employees, a percentage of the Treasurer and Administrative Assistant salary/benefits. The Water Superintendent maintains his certifications as required by the Department of Natural Resources, manages the day to day operations of the water system, to include maintenance and installation of lines, meters, wells and towers. Due to the continued increase in residential building the Water Superintendent expects that most of FY19 will be spent on installation of meters.

In FY18 the Water Utilities Department paid in full the 2002 Bond Issue. In FY19 the Water Utilities Department will pay in full the 2008 Bond Issue, leaving the Water Utilities Department without any debt service obligations. This will mean that the Water Department will use its reserves funds and deficit spend for FY19.

Additionally, in FY18 the Water Utilities Department completed an upgrade in the water lines along Optimist Dr. In FY19 the Water Utilities Department will begin looking at constructing a new water utility building beside the tower on Red Tail Drive. This new utility building will house an office for the Water Superintendent, storage for chemicals and equipment as well as additional work space for repairs.

	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>PROJECTED</u>	<u>PROJECTED</u>
REVENUE:					
Interest Income	10,346.19	8,693.06	16,200.17	27,500.00	28,000.00
Return Payments	975.00	975.00	1,125.00	550.00	800.00
Miscellaneous Income	2,213.92	31,234.16	2,052.96	4,154.00	100.00
Water Income Commercial	71,967.88	67,168.71	62,552.60	80,000.00	90,000.00
Water Income Residential	329,765.18	313,557.07	318,305.48	404,000.00	420,000.00

FY 2019

Sales Tax Water	16,309.80	15,530.37	16,329.42	17,500.00	19,200.00
Water New Service	23,550.00	27,000.00	50,571.00	40,000.00	45,000.00
Service Charge Penalty	28,337.74	25,005.36	28,315.53	24,000.00	30,000.00
Reconnect Fee	6,656.73	10,745.39	12,515.00	13,000.00	15,000.00
Primacy Fee	4,847.26	4,783.66	5,178.76	5,400.00	6,000.00
Income Debt Service	<u>172,445.57</u>	<u>186,792.68</u>	<u>204,714.33</u>	<u>130,000.00</u>	<u>130,000.00</u>
Total Revenue	667,415.27	691,485.46	717,860.25	746,104.00	784,100.00
EXPENSES:					
Salaries	109,590.78	99,481.06	115,720.98	107,800.00	143,384.00
Salaries-Overtime	1,265.40	703.22	730.01	300.00	600.00
Payroll Taxes	9,011.96	8,061.86	9,359.77	9,000.00	11,000.00
Lagers	6,540.71	4,091.27	3,895.03	5,000.00	5,500.00
Health Insurance	23,500.66	16,986.92	24,833.37	26,000.00	25,000.00
Work Comp Insurance	13,085.55	13,000.00	13,514.00	10,457.20	10,500.00
Uniforms	571.87	301.92	199.90	600.00	500.00
Prof. Training/Mileage	200.00	40.00	270.00	450.00	500.00
Prof. Membership	552.24	576.50	749.84	600.00	500.00
Personal Safety Equipment	10.83	26.98	111.05	150.00	150.00
Water Sales Tax	18,643.92	18,404.43	16,178.31	17,500.00	19,200.00
Primacy Fee	4,695.24	5,621.89	2,120.28	5,400.00	6,000.00
Miscellaneous Expense	274.29	405.28	181.57	50.00	500.00
Bank Service Charge			1,402.86	1,400.00	1,500.00
Maintenance & Improvement	520.16	500.58	433.58	700.00	600.00

FY 2019

Boone Electric	9,321.84	9,661.24	9,578.56	10,400.00	12,000.00
AmerenMO	25,460.65	22,775.93	22,365.25	25,500.00	27,000.00
Telephone	927.81	949.47	815.67	1,200.00	1,200.00
Service Agreements			7,500.00	8,700.00	9,000.00
Veh & Equip Maintenance	2,151.63	4,860.24	1,585.13	4,000.00	5,000.00
Veh & Equip Fuel	6,065.75	4,444.66	4,022.37	6,000.00	7,000.00
2008A Bond Principal	55,000.00	56,250.00	60,000.00	60,000.00	700,000.00
2008 A Bond Interest	15,440.43	14,998.28	14,396.04	30,000.00	80,000.00
2008A Bond Fees	5,112.19	4,863.97	4,572.76	4,600.00	4,500.00
Mo One Call Locates	469.95	430.30	1,159.60	1,600.00	2,000.00
Contract Work			1,450.00	500.00	1,000.00
Lab Expenses	25.00	25.00	200.00	300.00	300.00
Chemicals	1,076.00	981.77	1,487.43	2,000.00	2,000.00
Materials	31,528.15	39,834.54	50,854.69	70,000.00	30,000.00
Advertising			21.40	49.06	60.00
Drug & Alcohol Testing	78.50	60.00	152.50	150.00	150.00
Office/Printing/Postage/Supp			5,793.32	9,000.00	9,000.00
Engineering	26,364.08	9,278.50		9,000.00	-
Capital Equipment	3,499.00	29,749.98	9,000.00	10,000.00	10,000.00
Small Equipment		303.75	255.29	2,000.00	2,000.00
Capital Expenditures	133,572.96	250,901.44	172,237.58	25,000.00	100.00
Computer Maintenance	-	-	<u>2,711.24</u>	<u>3,600.00</u>	<u>4,000.00</u>
Total Expenses	504,557.55	618,570.98	559,859.38	603,204.06	1,131,744.00

SOLID WASTE

The Solid Waste fund accounts for revenues and expenses related to the City's waste removal. The City of Ashland currently has a franchised contract with Republic Services for the removal of solid waste. The FY18 rate for residential solid waste pick-up was \$11.09 per customer. In FY19 this rate will increase to \$11.42 per customer. The extra cart rate of \$6.00 will remain the same. Residential solid waste pick-up will remain one time per week. Republic Services also furnishes a recycling bin located behind City Hall that is emptied daily. The City contracts with Clean Cut Services for disposal of resident yard waste. For FY18 the City rate was \$1800.00 per month.

The Solid Waste fund also supports partial salaries/benefits for two public works employees. Miscellaneous expenses, office supplies and cost share for the generation of utility bills are additional expenses in the Solid Waste fund.

	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>PROJECTED</u>	<u>PROJECTED</u>
REVENUE:					
Collection Fee			39,712.23	42,500.00	50,000.00
Service Charge Penalty	5,868.95	5,521.03	5,961.78	5,200.00	8,000.00
Solid Waste	269,616.84	274,390.63	316,071.46	360,500.00	370,000.00
Recycling	16,971.00	17,450.00	17,719.52	18,800.00	22,000.00
Yard Waste	<u>25,939.67</u>	<u>26,034.99</u>	<u>26,365.78</u>	<u>27,000.00</u>	<u>28,000.00</u>
Total Revenues	318,396.46	323,396.65	405,830.77	454,000.00	478,000.00
EXPENSES:					
Salaries			21,576.89	27,800.00	32,000.00
Salaries-Overtime			179.60	100.00	250.00
Payroll Taxes			1,769.55	2,100.00	2,900.00
Lagers			795.57	1,150.00	2,500.00
Health Insurance			5,653.36	7,500.00	10,000.00
Work Comp Insurance			600.00	700.00	900.00
Miscellaneous	115.40	114.01	131.11	-	200.00
Office & Printing			6,000.00	6,000.00	9,000.00
Capital Equipment			25,848.88	3640.00	-

FY 2019

Recycling Program	5,986.97	7,075.51	5,986.97	6,500.00	6,550.00
Yard Waste Disposal	16,991.11	16,574.96	17,058.30	22,800.00	22,000.00
System Operations	<u>266,044.78</u>	<u>282,455.69</u>	<u>319,008.83</u>	<u>360,500.00</u>	<u>350,000.00</u>
Total Expenses	289,138.26	306,220.17	404,609.06	438,790.00	436,300.00

SEWER FUND

The City of Ashland received a permit to begin construction on a new waste water treatment plant. Construction is scheduled to begin in FY18 and continue thru FY19. The City of Ashland has also contracted with Alliance Water Resources to assist in the operation of the Sewer Department. Alliance will provide two full time employees, the salaries and benefits for the City of Ashland sewer fund will be reduced by two full time employees.

The Sewer Fund was able to pay the 2007 and 2013 bond issues in full in FY18 with restricted money in the debt service account. Total paid, interest, principal and fees was \$840,910.74. In FY19 the Sewer Fund will have two debt service obligations with the advancement received on the NE sewer extension and the remaining bond issue to fund the waste water treatment facility

The Sewer rate raised in January 2018. The current rate for sewer is \$23.00 base fee, which is divided up \$18.00 going to sewer income and \$5.00 going to a debt service account for bond issues. In July 2018 the sewer rate will again increase for the purpose of having enough funding to cover the SRF loan for the construction of the waste water treatment plant.

Average sewer usage

Total average sewer consumption / number billed 4483/1734 (This includes residential and commercial customers)

Average sewer consumption just for residential customer's ranges between 3500-3800.

The number of building permits issued through a fiscal year has a direct impact on sewer revenue. Sewer impact and connection fees are revenue that supplements the daily operation of the Sewer Department.

	FY 2017	FY 2018	FY 2019
	<u>ACTUAL</u>	<u>PROJECTED</u>	<u>PROJECTED</u>
REVENUE:			
Interest Income	903.81	1,200.00	1,400.00
Miscellaneous Income	453,817.80	25,000.00	326,084.00
Sewer Bond Base Fee WW	177,982.08	238,000.00	95,000.00
Reimbursement Pinnacle			
Fin	922,070.68	185,200.00	183,000.00
Sewer Connect/Collect Fee	2,361.95	2,400.00	2,500.00
Service Charge Penalty	12,813.96	11,500.00	15,000.00
Sewer Income	373,354.73	483,000.00	385,000.00

FY 2019

Sewer Impact Fee	57,950.00	76,300.00	75,000.00
Sewer Dist. Connect Fee	55,250.00	72,000.00	75,000.00
Income Debt Service	<u>201,036.68</u>	<u>115,000.00</u>	<u>400,000.00</u>
Total Income	2,257,541.69	1,171,600.00	1,557,984.00
Salaries	109,132.23	100,000.00	-
Salaries-Overtime	368.31	500.00	-
Payroll Taxes	8,841.91	8,900.00	-
Lagers	2,705.64	3,900.00	-
Health Insurance	23,419.69	29,000.00	-
Work Comp Insurance	7,000.00	3,457.20	-
Uniforms	580.16	238.90	-
Prof. Training/Mileage	341.78	371.70	-
Prof. Membership	150.00	613.07	-
Sewer Connect Fee	1,628.30	1,800.00	2,500.00
Bank Service Charges	1,177.74	1,400.00	1,450.00
Maintenance/Improve	349.05	500.00	-
Boone Electric	5,660.74	5,900.00	6,500.00
AmerenMO	3,104.01	103,800.00	105,000.00
Lift St. Maint/Improve	9,978.73	10,500.00	5,000.00
Lagoon Maint/Improve		123,220.23	5,000.00
Telephone		1,900.00	2,000.00
Service Agreements		9,200.00	-

FY 2019

Veh Equip Maint	2,900.00	2,000.00
Veh Equip Fuel	4,600.00	2,000.00
N.E. Extension Expenses	150,000.00	183,000.00
2014 Combined Bond Int	60,720.62	60,720.62
2014 Combined Bond Princ	31,600.00	31,600.00
2014 Combined Bond Fees	300.00	300.00
2014 Comb Bnd Int 6.4	-	65,539.55
2014 Comb Bnd Princ 6.4	-	145,600.00
2014 Comb Bnd Fees 6.4	-	16,020.50
Mo One Call Locates	300.00	300.00
Collection Repairs	132,000.00	279,200.00
Supplies	2,500.00	1,000.00
Contract Work	1,500.00	238,872.00
Lab Expenses	5,500.00	-
Chemicals	28,000.00	5,000.00
Office/Printing Supplies	7,000.00	-
Engineering	140,000.00	340,542.50
Capital Equipment	27,380.00	-
Vehicle/Equipment Lease	14,052.98	14,052.98
Small Equipment	-	-
Computer Maintenance	<u>3,000.00</u>	<u>3,500.00</u>
Total Expense:	1,016,554.70	1,516,698.15

FY 2019

WW Bond Revenue 5.6	5,600,000.00	6,408,200.00
WW Bond Grant		500,00.00
WW Plant Construction	5,600,000.00	6,908,200.00

INVESTMENT

The City of Ashland has four certificates of deposit. The largest of which currently has a balance of \$250,489.24 This certificate of deposit is held with Connections Bank in Ashland Missouri, at a rate of 1.6% for 13 months. This serves as reserve funds for the City of Ashland's General Fund.

The City of Ashland has two certificates of deposits for the Sewer Fund which equal \$97,310.30. These certificate of deposits are currently with River Region in Ashland Missouri and have a rate of 2.0% for 30 months.

Lastly, the City of Ashland has one certificate of deposit for the Water Fund with a balance of \$67,154.73. This certificate of deposit is with River Region bank in Ashland Missouri and has a rate of 2.0% for 30 months.

Budget Codes and Definitions

GENERAL & ADMINISTRATIVE REVENUE

10-10-4000	PROPERTY TAX REAL & PERSONAL	Real Estate and Personal Tax Collection
10-10-4010	1% LOCAL SALES TAX	Local sales tax collection
10-10-4011	FINANCIAL INSTITUTION TAX	Financial Institution Tax is levied on banks and trust companies, credit institutions, savings and loan associations, and credit unions. Chapter 148 of state law authorizes each tax, and each tax rate is 7 percent of net income. (January)
10-10-4012	SURTAXES	Tax adopted by constitutional amendment and replaced Missouri's personal property tax on merchandising and manufacturing inventory. (March)
10-10-4020	INTEREST INCOME	Interest income from general operating bank account & general revenue reserve investments
10-10-4135	WIRELESS LEASE AGREEMENT towers	Payment received for use of city property for cell phone towers
10-10-4140	MISCELLANEOUS INCOME income	Income received for copies and other miscellaneous income
10-10-4155	GROSS CHARTER COMMUNICATIONS communication	A three percent tax on taxable sales from charter communication
10-10-4160	GROSS RECEIPTS AMEREN sales	Five percent tax on gross receipts on Ameren MO taxable sales
10-10-4165	GROSS RECEIPTS BOONE ELECTRIC Cooperation taxable sales	Five percent tax on gross receipts on Boone Electric Cooperation taxable sales
10-10-4170	GROSS RECEIPTS MOBILE TELEPHONE taxable sales	Five percent tax on gross receipts on telecommunication taxable sales
10-10-4600	LIQUOR AND BUSINESS LICENSES	New & renewal fee of liquor and business license

GENERAL & ADMINISTRATIVE EXPENSES

10-10-5000	SALARIES	Salaries for City Administration
10-10-5001	OVERTIME SALARIES	Overtime compensation for non-exempt employees
10-10-5010	PAYROLL TAXES	Federal and State payroll taxes
10-10-5020	LAGERS	City contribution to retirement
10-10-5030	HEALTH INSURANCE	Health insurance premiums

FY 2019

10-10-5040	WORK COMP INSURANCE	Workers compensation insurance
10-10-5110	UNIFORMS	City of Ashland apparel
10-10-5115	PROFESSIONAL TRAINING & MILEAGE	Educational seminars and conferences, travel and training materials
10-10-5120	PROFESSIONAL MEMBERSHIP	Individual membership dues for professional organizations and subscriptions
10-10-5121	MMRCOG	City organizational dues for the Regional Planning Commission
10-10-5122	MML	City organizational dues for the Missouri Municipal League
10-10-5205	PROPERTY/AUTO INSURANCE	Property, liability, auto, and inland marine insurance
10-10-5210	LEGAL FEE-CITY ATTORNEY	City Attorney cost for regular legal services
10-10-5215	CITY AUDIT	Annual and state audit fees
10-10-5240	MISCELLANEOUS EXPENSE	Other small expenses associated with the general fund
10-10-5243	LOCAL ORG/EVENT SERVICES	Funds given to city local organizations/event services that accompany a contract
10-10-5244	CONTINGENCY	Future event or circumstance that is possible but cannot be predicted
10-10-5300	MAINTENANCE & IMPROVEMENTS	Maintenance & improvements associated with City Hall/Council Chambers
10-10-5303	OPERATION/SUPPLIES	Supplies which are associated with day to day operations, such as paper products, and cleaning supplies
10-10-5305	UTILITIES	Electric and gas, utilities associated with Ashland City Hall/Council Chambers
10-10-5306	STREET LIGHTS/CITY SIRENS	
10-10-5360	TELEPHONE	Landlines, long distance service, which serves City Hall and City Administrator's mobile phone
10-10-5380	SERVICE AGREEMENTS	Agreements for general office equipment currently the postage meter, copiers, animal control agreement, pest control, bottled water, fire extinguishers, etc.
10-10-5638	ADVERTISING	Notice of bids, citizen communications, and notifications of public hearings
10-10-5640	DRUG AND ALCOHOL TESTING	New employees and random testing

10-10-5643	ELECTION FEES	Costs associated with City of Ashland elections
10-10-5670	OFFICE AND PRINTING SUPPLIES	Paper, pens, pencils, and other day to day supplies for City of Ashland administrative duties
10-10-5680	POSTAGE	Cost of postage for mailings related to the City of Ashland
10-10-5790	EMERGENCY PREPAREDNESS	Cost associated with planning and preparing for an incident response
10-10-5815	SMALL EQUIPMENT	Administrative equipment purchased for general & administrative activity (under \$500)
10-10-5816	CAPITAL EXPENDITURES	New assets and improvements associated which benefits the City of Ashland but cannot be associated with any other department
10-10-5835	COMPUTER MAINTENANCE	Hardware and software maintenance updates and service agreements
10-10-5840	EVENT LIGHTS	Decorations which are placed along the public thoroughfares of Ashland
COMMUNITY DEVELOPMENT & CODE ENFORCER REVENUE		
10-11-4110	BUILDING PERMITS	Fees received for building and remodeling projects
10-11-4112	PLANNING AND ZONING APPLICATIONS	Fees received for planning review requests
10-11-4113	PROCESSING FEE	Fees received for processing of building and remodeling permits (\$50.00)
10-11-4120	DRIVEWAY APPROACH INSPECTIONS	Fees received for inspection of new or modified driveways
10-11-4122	INFRASTRUCTURE DEVELOPMENT INSPECTION FEES	Fees received for inspection of new or modified developments
10-11-4124	RECORDING	Fees received for required recordings of legal documents
COMMUNITY DEVELOPMENT & CODE ENFORCEMENT EXPENSE		
10-11-5130	BUILDING PERMITS	Costs associated with building and remodeling
10-11-5135	PLANNING & ZONING/SITE PERMIT	Engineering fees for land use such as plats, conditional use, rezoning fees and site plans
10-11-5380	SERVICE AGREEMENTS	
10-11-5676	RECORDING	Fees associated with the recording of legal documents

10-11-5677	MAPPING	
10-11-5678	INFRASTRUCTURE DEV INSPECTION infrastructure	Fees associated with development and testing of
10-11-5679	RPC TRANSPORTATION PLANNING	
POLICE DEPARTMENT REVENUE		
10-15-4140	MISC INCOME	Income from sources other than operational revenues
10-15-4331	P.O.S.T.	Funds received yearly exclusively for police training
10-15-4332	BVP GRANT vests.	Funds received for the purchase of police protective
10-15-4411	FINGERPRINTING	Income generated from fingerprinting
10-10-4413	RECOUPMENT FEES	
10-15-4418	REPORTS	Funds received for providing police reports
10-15-4419	OFF DUTY EMPLOYMENT security	Funds received from other organizations for event
POLICE DEPARTMENT EXPENSE		
10-15-5000	SALARIES and shift differential	Gross salaries for police officers including holiday pay
10-15-5001	OVERTIME SALARIES	Overtime compensation for non-exempt employees
10-15-5005	RESERVE OFFICERS	Volunteer/part time reserve officers
10-15-5007	OFF DUTY EMPLOYMENT	Fees for security related events
10-15-5010	PAYROLL TAXES	Federal and State payroll taxes
10-15-5020	LAGERS	City contribution to retirement
10-15-5030	HEALTH INSURANCE	Health insurance premiums
10-15-5040	WORK COMP INSURANCE	Workers compensation insurance
10-15-5105	POLICE HIRING	Expenses associated with police hiring
10-15-5110	UNIFORMS/EQUIPMENT	Police officer uniforms and equipment
10-15-5112	AMMUNITION and in the line of duty	Ammunition used by the Police Department for training

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10-15-5113	SPECIAL EQUIPMENT	Equipment or gear purchased.
10-15-5115	PROFESSIONAL TRAINING & MILEAGE mater	Educational seminars, conferences, travel and training
10-15-5120	PROFESSIONAL MEMBERSHIPS subscriptions (MO Police Chiefs, Intl. Assoc Police Chiefs)	Membership dues for professional organizations and
10-15-5125	PERSONAL SAFETY EQUIPMENT training materials, etc	Hearing protection, gloves, safety harnesses, safety
10-15-5240	MISCELLANEOUS EXPENSE department	Other small expenses associated with the police
10-15-5300	BUILDING MAINTENANCE & IMPROVEMENTS Police garage.	Maintenance and improvements associated with the
10-15-5305	UTILITIES (Police garage and City Hall)	Electric and gas associated with the police department
10-15-5360	TELEPHONE the police department	Cell phones, landlines, and phone cards associated with
10-15-5380	SERVICE AGREEMENTS department	Service agreements associated with the police
10-15-5420	VEHICLE & EQUIPMENT MAINTENANCE	Maintaining of general system equipment
10-15-5425	VEHICLE & EQUIPMENT FUEL	Fuel costs for vehicles and equipment.
10-15-5640	DRUG AND ALCOHOL TESTING	New employees and random testing
10-15-5670	OFFICE AND PRINTING SUPPLIES the Police Department	Paper, pens, pencils, and other day to day supplies for
10-15-5680	POSTAGE Department	Cost of postage for mailings related to the City Police
10-15-5815	SMALL EQUIPMENT Police Department	Equipment with a cost of \$500 or less to be issued to the
10-15-5816	CAPITAL EXPENDITURES Department	Major projects and improvements for the Police
10-15-5835	COMPUTER MAINTENANCE service agreements	Hardware and software maintenance updates and
10-15-5851	P.O.S.T.	Expenses exclusively used for police training
10-15-5852	BVP GRANT	Grant expense for the purchase of police protective vests.

PARK REVENUE

10-18-4335 **PARK DONATIONS** *Fees submitted by applicants wishing to donate to Ashland Parks*

PARK EXPENSES

10-18-5002 **SALARIES-SUMMER** *Salaries for part-time summer employees*

10-18-5010 **PAYROLL TAXES** *Federal and State payroll taxes*

10-18-5040 **WORK COMP INSURANCE** *Workers Compensation insurance*

10-18-5240 **MISCELLANEOUS** *Other small expenses associated with the park fund*

10-18-5241 **FLAG FUND** *Flags purchased for Avenue of Flags, flags for the parks, etc.*

10-18-5305 **UTILITIES** *Utilities associated with the city parks*

10-18-5380 **SERVICE AGREEMENTS** *Service agreements associated with the city parks, Optimist Community Pool*

10-18-5420 **VEHICLE & EQUIPMENT MAINTENANCE** *Maintaining of general system equipment*

10-18-5425 **VEHICLE & EQUIPMENT FUEL** *Fuel costs for vehicles and equipment.*

10-18-5610 **MAINTENANCE** *Costs associated with maintaining and materials of the city parks*

10-18-5810 **CAPITAL EQUIPMENT** *Equipment or vehicles with a cost of \$501 or more to be issued to the city park department*

10-18-5815 **SMALL EQUIPMENT** *Equipment with a cost of \$500 or less to be issued to the city park department*

10-18-5816 **CAPITAL EXPENDITURES** *Major projects and improvements to the city parks*

10-18-5956 **CITY PARK EVENTS** *Cost associated with festivals and Park Board scheduled events*

COURT REVENUE

15-16-4450 Ashland	COURTS AUTOMATED	\$7.00 collected from every municipal summons paid in
15-16-4452 Ashland	STATE CLERKS FEE	\$12.00 collected from every municipal summons paid in
15-16-4454 Ashland	COUNTY CLERKS FEE	\$3.00 collected from every municipal summons paid in
15-16-4456 summons paid in Ashland	CRIME VICTIM COMPENSATION	Crime Victims, \$7.50 collected from every municipal
15-16-4458 Ashland	LAW ENFORCEMENT TRAINING (L.E.T.) REVENUE	\$3.00 collected from every municipal summons paid in
15-16-4459 Ashland	INMATE DETAINEE SECURITY	\$2.00 collected for every municipal summons paid in
15-16-4460	MUNICIPAL COURT FINES	Collection on municipal summons received in Ashland
15-16-4461	MTV COURT FINES	
15-16-4462 municipal summons paid in Ashland	SHERIFF'S RETIREMENT FUND	Sheriff's Retirement Fund, \$3.00 collected from every
15-16-4465 forfeiting their bonds posted	BOND FORFEITURE	Funds received from the Municipal court for individuals

COURT EXPENSES

15-16-5000	SALARIES	Salaries for municipal court employees
15-16-5001	SALARIES-OVERTIME	Overtime compensation for non-exempt employees
15-16-5010	PAYROLL TAXES	Federal and State payroll taxes
15-16-5020	LAGERS	City contribution to retirement
15-16-5030	HEALTH INSURANCE	Health insurance premiums
15-16-5240	COURT MISCELLANEOUS	Other small expenses associated with the court fund
15-16-5448 traffic violations	LEGAL FEES PROSECUTING ATTORNEY	Legal service expenses for prosecution of criminal and
15-16-5450 Ashland	COURT AUTOMATED FUND	Remit \$7.00 on every municipal summons collected in

15-16-5452 Ashland	STATE CLERK'S FEE	Remit \$12.00 on every municipal summons collected in
15-16-5454 Ashland	COUNTY CLERK'S FEE	Remit \$3.00 on every municipal summons collected in
15-16-5456 Ashland	CRIME VICTIM COMPENSATION (C.V.C) FEE	Remit \$7.13 on every municipal summons collected in
15-16-5458 Ashland	LAW ENFORCEMENT TRAINING (L.E.T.) FEE	Remit \$1.00 on every municipal summons collected in
15-16-5462 Ashland	SHERIFF'S RETIREMENT FUND	Remit \$3.00 on every municipal summons collected in

STREET REVENUE

20-20-4140	MISCELLANEOUS INCOME	Miscellaneous income
20-20-4174	TRANSPORTATION TAX	½ cent transportation tax dedicated to fund street
20-20-4175	MOTOR VEHICLES STATE SALES TAX based on vehicles purchased by Ashland residents	Revenue received from Missouri Department of Revenue
20-20-4176	MOTOR FUEL TAX on the sale of motor fuel from licensed suppliers	Revenue received from Missouri Department of Revenue
20-20-4177	MOTOR VEHICLE FEE	Revenue received from Missouri Department of Revenue
20-20-4178	ROAD TAX REPLACEMENT county capital sales tax	Revenue Sharing Program established by the passage of

STREET EXPENSES

20-20-5000	SALARIES	Gross salaries for street personnel
20-20-5001	OVERTIME SALARIES	Overtime compensation for non-exempt employees
20-20-5010	PAYROLL TAXES	Federal and State payroll taxes
20-20-5020	LAGERS	City contribution to retirement
20-20-5030	HEALTH INSURANCE	Health insurance premiums
20-20-5040	WORK COMP INSURANCE	Workers compensation insurance
20-20-5110	UNIFORMS	Uniforms and boots for full-time street personnel

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20-20-5115	PROFESSIONAL TRAINING & MILEAGE	Educational seminars, conferences, travel and training materials
20-20-5120	PROFESSIONAL MEMBERSHIPS	Membership dues for professional organizations and subscriptions
20-20-5125	PERSONAL SAFETY EQUIPMENT	Hearing protection, gloves, safety harnesses, safety training materials etc
20-20-5240	MISCELLANEOUS EXPENSE	Other small expenses associated with the Street Department.
20-20-5300	BUILDING MAINTENANCE & IMPROVEMENTS	Maintenance and improvements to the maintenance building associated with the Street Department.
20-20-5305	UTILITIES	Utility costs associated with Maintenance building
20-20-5360	TELEPHONE	Cell phones and landlines associated with the Street Department.
20-20-5380	SERVICE AGREEMENTS	Service agreements associated with Street Department
20-20-5420	VEHICLE & EQUIPMENT MAINTENANCE	Maintaining of general system equipment
20-20-5425	VEHICLE & EQUIPMENT FUEL	Fuel costs for vehicles and equipment.
20-20-5603	STREET REPAIRS, SUPPLIES, MAINT	Cost associated with repairs to structures, facilities, and infrastructure to the streets
20-20-5604	STORMWATER REPAIRS, SUPPLIES, MAINT	Cost associated with repairs to structures, facilities, and infrastructure pertaining to the storm water system
20-20-5640	DRUG AND ALCOHOL TESTING	New employees and random testing
20-20-5815	SMALL EQUIPMENT	Equipment with a cost of \$500 or less to be issued to the Street department
20-20-5817	SIGNS & POSTS	Inventory for new installations and replacements of signs and posts
20-20-5835	COMPUTER MAINTENANCE	Hardware and software maintenance updates and service agreements
STREET PROJECT CODES		
20-21-4330	SIDEWALK GRANT PROCEEDS	
20-21-5630	SIDEWALK PROJ CONSTRUCTION	
20-22-4330	TEAP GRANT PROCEEDS	

20-22-5800 ENGINEERING

WATER FUND REVENUE CODES

30-30-4020	INTEREST INCOME	<i>Interest income earned from reserve fund</i>
30-30-4130	RETURN PAYMENT FEE	<i>Income received for checks and ACH returns for insufficient funds or closed accounts</i>
30-30-4140	MISCELLANEOUS INCOME	<i>Miscellaneous income associated with the day to day operations, Boone Electric Capital Credit Refund</i>
30-30-4240	WATER INCOME COMMERCIAL	<i>Water sales to commercial customers</i>
30-30-4245	WATER INCOME RESIDENTIAL	<i>Water sales to residential customers</i>
30-30-4250	SALES TAX WATER	<i>City, County and State Tax collected on water consumed by utility customers</i>
30-30-4270	WATER NEW SERVICE	<i>Fee received for water meter installation and new water service Residential Construction Fee \$600.00 per meter</i>
30-30-4280	SERVICE CHARGE PENALTY	<i>Penalty assessed for late payment of water bill after the 15th of every month 10% of bill, after the 25th of each month \$10.00.</i>
30-30-4290	RECONNECT FEE	<i>Charges received to reconnect water service after being disconnected for non-payment of bill. \$30.00 for reconnecting during public work hours, \$60.00 after hours</i>
30-30-4295	PRIMACY FEE	<i>Fee collected through billing that is assessed by Missouri Department of Natural Resources for all water connections within the city limits</i>
30-30-4530	INCOME OF DEBT SERVICE	<i>Portion of water fees which is set aside for retiring long term debt (Bonds)</i>

WATER FUND EXPENSES

30-30-5000	SALARIES	<i>Salaries for Water personnel</i>
30-30-5001	OVERTIME SALARIES	<i>Overtime compensation for non-exempt employees</i>
30-30-5010	PAYROLL TAXES	<i>Federal and State payroll taxes</i>
30-30-5020	LAGERS	<i>City contribution to retirement</i>
30-30-5030	HEALTH INSURANCE	<i>Health insurance premiums</i>
30-30-5040	WORK COMP INSURANCE	<i>Workers compensation insurance I</i>

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30-30-5110	UNIFORMS	<i>Uniforms and boots for full-time Water personnel</i>
30-30-5115	PROFESSIONAL TRAINING & MILEAGE materials	<i>Educational seminars, conferences, travel and training materials</i>
30-30-5120	PROFESSIONAL MEMBERSHIPS	<i>Membership dues for professional organizations and subscriptions MRWA (Missouri Rural Water Association), MWWC (Missouri Water & Wastewater)</i>
30-30-5125	PERSONAL SAFETY EQUIPMENT	<i>Hearing protection, gloves, safety harnesses, safety training materials, etc</i>
30-30-5220	WATER SALES TAX of Revenue	<i>Sales tax paid on the sale of water Missouri Department of Revenue</i>
30-30-5225	PRIMACY FEE (Monthly)	<i>Fee paid for Missouri Department of Natural Resources</i>
30-30-5240	MISCELLANEOUS EXPENSE	<i>Miscellaneous expenses associated with Water Dept.</i>
30-30-5245	BANK SERVICE CHARGES	<i>Monthly fee on main banking account</i>
30-30-5300	BUILDING MAINTENANCE & IMPROVEMENTS maintenance building	<i>1/3 of maintenance and improvements to the maintenance building</i>
30-30-5310	BOONE ELECTRIC (Water Tower)	<i>Electric associated with the Water Tower (Henry Clay Water Tower)</i>
30-30-5315	AMEREN MO (Redtail Water Tower)	<i>Electric and gas associated with the Water Tower (Redtail Water Tower)</i>
30-30-5360	TELEPHONE	<i>Portion of telephone expenses</i>
30-30-5380	SERVICE AGREEMENTS	<i>Service agreements associated with Water Dept.</i>
30-30-5420	VEHICLE & EQUIPMENT MAINTENANCE equipment associated with the Water Department	<i>Repairs, supplies and maintenance of vehicle and equipment associated with the Water Department</i>
30-30-5425	VEHICLE & EQUIPMENT FUEL	<i>Fuel costs for vehicles and equipment.</i>
30-30-5510	2008A WATER BOND PRINCIPAL debt retirement associated with the current series 2008A	<i>All principal expenses associated with bond issuance and debt retirement associated with the current series 2008A</i>
30-30-5515	2008A WATER BOND INTEREST debt retirement associated with the current series 2008A	<i>All interest expenses associated with bond issuance and debt retirement associated with the current series 2008A</i>
30-30-5520	2008A WATER BOND FEES retirement associated with the current series 2008A	<i>All fees expenses associated with bond issuance and debt retirement associated with the current series 2008A</i>
30-30-5600	MO. ONE CALL LOCATES	<i>Cost associated with notification to locate water lines</i>

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30-30-5608	CONTRACT WORK	Services performed for maintenance, repairs, or projects for water projects performed by entities other than city staff
30-30-5615	LAB EXPENSES & PERMIT FEES	Costs associated with testing and permit fees for the Water Department
30-30-5618	CHEMICALS	Costs associated with chemicals for the production of water
30-30-5628	MATERIALS	Costs associated with repairs and materials for the production of water
30-30-5638	ADVERTISING	Required advertising for CCR report
30-30-5640	DRUG & ALCOHOL TESTING	New employee and random testing
30-30-5670	OFFICE/PRINTING/POSTAGE SUPPLIES	
30-30-5800	ENGINEERING	Engineering expenses associated with Water
30-30-5810	CAPITAL EQUIPMENT	Equipment with a cost over \$501 or more to be issued to the Water Department
30-30-5815	SMALL EQUIPMENT	Equipment with a cost of \$500 or less to be issued to the Water Department
30-30-5816	CAPITAL EXPENDITURES	Major projects-engineering and construction
30-30-5835	COMPUTER MAINTENANCE	Maintenance agreements, hardware and software

SOLID WASTE REVENUE CODES

35-35-4275	COLLECTION FEE	\$2.00 fee collected from utility customers for billing and collection of solid waste service and recycling
35-35-4280	SERVICE CHARGE – PENALTY TRASH	Amount collected on delinquent bills after the 15th of every month 10% of bill, after the 25th of each month \$10.00
35-35-4305	SOLID WASTE – TRASH SERVICE	Money collected each month for trash service per agreement with our solid waste carrier that provides service to City of Ashland, \$10.77 residential.
35-35-4306	RECYCLING FEES	Fees collected each month to offset costs of the recycling program and administration of the program, \$1.00 residential.
35-35-4307	YARD WASTE FEES	Fees collected each month to offset costs of the yard waste program and administration of the program, \$1.50 residential.

SOLID WASTE EXPENSES

35-35-5000	SALARIES	Salaries for City employees
35-35-5001	SALARIES-OVERTIME	Overtime compensation for non-exempt employees
35-35-5010	PAYROLL TAXES	Federal and State payroll taxes
35-35-5020	LAGERS	City contribution to retirement
35-35-5030	HEALTH INSURANCE	Health insurance premiums
35-35-5040	WORK COMP INSURANCE	Workers compensation insurance
35-35-5240	MISCELLANEOUS EXPENSE	Infrequent expenses associated with solid waste collection, recycling, and yard waste disposal.
35-35-5670	OFFICE/PRINTING SUPPLIES	
35-35-5810	CAPITAL EQUIPMENT	
35-35-5900	RECYCLING PROGRAM	Cost associated with the solid waste recycling program
35-35-5910	YARD WASTE DISPOSAL	Cost associated with the solid waste recycling program

35-35-5920 SYSTEM OPERATIONS *Cost associated with the solid waste collection program*

SEWER FUND REVENUE CODES

40-40-4020 INTEREST INCOME *Interest income from reserve fund*

40-40-4140 MISCELLANEOUS INCOME *Miscellaneous income associated with the Sewer Department*

40-40-4246 SEWER BASE FEE NEW BOND *Sewer revenue set aside for payment of long term bond for NE extension for sewer facility*

40-40-4247 2014 WW BOND REVENUE 1.3 *Allocated bond funding for installation of sewer pipe for the NE extension to sewer facility*

40-40-4275 COLLECTION FEE *Fee assessed by the Mo. Dept. of Natural Res. for City sewer connections*

40-40-4280 SERVICE CHARGE – PENALTY *Revenue collected from assessment of a penalty for late payment of the sewer bill, after the 15th of every month 10% of bill, after the 25th of each month \$10.00.*

40-40-4300 SEWER INCOME *Revenue received from assessment of a sewer charge*

40-40-4315 SEWER TREATMENT IMPACT FEE *Charge assessed by the City of Ashland for the impact to the sewer system. Single Family new construction \$800.00.*

40-40-4320 SEWER DIST CONNECT FEE *Charge assessed by the City of Ashland for connection to the sewer system*

40-40-4530 INCOME OF DEBT SERVICE *Portion of sewer fees which is set aside for retiring long term debt (Bonds)*

SEWER EXPENSES

40-40-5226 SEWER CONNECT FEE *Fee paid for Missouri Department of Natural Resources (Yearly)*

40-40-5245 BANK SERVICE CHARGES

40-40-5300 BUILDING MAINTENANCE & IMPROVEMENTS *1/3 Maintenance and improvements to the maintenance building associated with the Sewer Department*

40-40-5310 BOONE ELECTRIC *Electric associated with Boone Electric*

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40-40-5315	AMEREN MO	<i>Electric associated with Ameren</i>
40-40-5360	TELEPHONE	<i>Phones associated with the Sewer Department</i>
40-40-5355	LIFT STATION MAINTENCE <i>sanitary sewer lift stations</i>	<i>Costs associated with maintaining, repairs/improving</i>
40-40-5357	LAGOON MAINT/IMPROVEMENTS <i>sanitary lagoon stations</i>	<i>Costs associated with maintaining, repairs/improving</i>
40-40-5420	VEHICLE & EQUIPMENT MAINTENANCE <i>equipment associated with the sewer general system department</i>	<i>Repairs, supplies and maintenance of vehicle and</i>
40-40-5425	VEHICLE & EQUIPMENT FUEL	<i>Fuel costs for vehicles and equipment.</i>
40-40-5550	2014 COMBINED BOND INT	<i>Interest associated with bond</i>
40-40-5551	2014 COMBINED BOND PRINC	<i>Principal expense associated with bond</i>
40-40-5552	2014 COMBINED BOND FEES	<i>Fee expense associated with bond</i>
40-40-	2014 COMBINED BOND INT 6.4	<i>Interest associated with bond</i>
40-40-	2014 COMBINED BOND PRINC 6.4	<i>Principal expense associated with bond</i>
40-40-	2014 COMBINED BOND FEES 6.4	<i>Fee expense associated with bond</i>
40-40-5600	MO. ONE CALL LOCATES	<i>Cost associated with notification to locate sewer lines</i>
40-40-5603	COLLECTION REPAIRS	<i>Cost associated with repairs to the Sewer lines.</i>
40-40-5605	SUPPLIES <i>the production of sewer</i>	<i>Costs associated with supplies, repairs and materials for</i>
40-40-5608	CONTRACT WORK <i>forces outside of city staff</i>	<i>Cost associated with repairs to equipment performed by</i>
40-40-5615	LAB EXPENSES <i>Sewer Department</i>	<i>Costs associated with testing and permit fees for the</i>
40-40-5618	CHEMICALS <i>water for the Sewer Department</i>	<i>Costs associated with chemicals for the production of</i>
40-40-5640	DRUG & ALCOHOL TESTING	<i>New Employee and random testing</i>
40-40-5800	ENGINEERING	<i>Engineering expenses associated with Sewer Projects.</i>
40-40-5810	CAPITAL EQUIPMENT	<i>Equipment or vehicles with a cost of \$501 or more</i>
40-40-5813	VEHICLE/EQUIPMENT LEASE <i>purchase</i>	<i>Equipment or vehicles acquired via lease or lease</i>

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40-40-5815 *SMALL EQUIPMENT* *Equipment with a cost of \$500 or less to be issued to the Sewer Department*

40-40-5816 *CAPITAL EXPENDITURES* *Major projects, engineering, and improvements to the Waste Water Treatment Facility and Lift Stations*

Sewer Project

40-41-4248 *2014 WW BOND REVENUE 5.6* *Reimbursement from UMB bank associated with construction and engineering services*

40-41-5533 *WW PLANT CONSTRUCTION* *Expenses associated with the waste water plant construction*

40-41-5534 *WW PLANT ENGINEERING* *Expenses associated with the waste water plant engineering*

CAPITAL

50-51-4390 *CAPITAL SALES TAX* *Revenue received from Mo Dept of Revenue*

50-51-5880 *GENERAL* *Expenses for General Fund over \$501.00*

50-51-5881 *STREETS* *Expenses for Street Fund over \$501.00*

Capital Project

50-21-5887 *SIDEWALK EXPENSE CITY MATCH* *City portion of Main Street Side Walk project*

50-22-5888 *TEAP GRANT MATCH* *City portion of TEAP Grant*