



City Of  
**BOONVILLE**

*City of Boonville*

***City Council Work Session Agenda***

**January 21, 2025**

**5:30 PM**

**City Council Chambers**

**525 E. Spring Street**

**Boonville MO 65233**

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**I. Work Session Topics**

- A. Work Session No. 2- Tourism, Sanitation, Economic Development, Airport**

**NOTICE:** The City of Boonville will comply with the Americans with Disabilities Act (ADA). Individuals who require an accommodation due to disability to attend this meeting should contact our office at (660) 882-2332 or Relay Missouri, 1-800-735-2966 TTY at least 48 hours in advance.

Date: January 21, 2025

To: Mayor and Council

From:

Re: Work Session No. 2- Tourism, Sanitation, Economic Development, Airport

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January 16, 2025

To: Mayor and City Council

From: Kate Fjell, City Administrator

Re: Budget Works Session #2: Tourism, Sanitation, Economic Development, Airport

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Tonight we will discuss several of the smaller funds and departments in the City – proposed projects and activities for FY 25- 26. I have included wages thus far in these funds – the wages are a preliminary estimate and will be finalized as we continue to work through the budgeting workshops and have more visibility on the expenses and revenues for the general fund and utility funds.

### **Airport**

The Operational fund for the airport remains stable. The north taxiway project will begin in FY 25-26, likely sometime in early spring. The City's match for this project is \$140,000.

### **Sanitation**

This year we finally got the new building for them at the parks property. The building itself is completed, and they have been doing some final additions so it is all ready for use. This year, there isn't really any capital needed, and the operational budget remains stable. We have already approved the rates for the year, so the budget is based off those numbers.

### **Tourism**

Katie will be at the meeting to discuss her plans for tourism. The fund continues to grow year after year and several long-standing popular events continue to bring people to town.

### **Economic Development**

This year there is obviously a transition in the economic development budget, since we are bringing the person in house instead of contracting. Jim will be on hand to discuss his plans for the coming year; however we will be flexible as some priorities or projects may shift as Jim gets reacquainted with the position and community.

		FY 2025-26 BUDGET			7
		ACTUAL	BUDGET	ESTIMATED	BUDGET
		FY	FY	FY	FY
		2023-24	2024-25	2024-25	2025-26
<b>Sanitation Fund - 02</b>					
6440	Miscellaneous		\$0	\$3,250	\$0
6450	Interest		12,200	10,000	5,000
6701	Collection Fees		850,000	865,000	875,000
6710	Fuel Surcharge		0	34,235	34,000
6711	Transfer Station Royalties		33,000	45,000	40,000
6850	Transfer From Other Funds		50000	0	0
	<b>Total</b>	\$0	\$945,200	\$957,485	\$954,000
<b>Capital Improv. Sales Tax Fund - 05</b>					
6400	Half Cent Sales Tax		\$825,000	\$855,000	\$840,000
6405	Use tax		\$25,000	\$25,000	\$20,000
6440	Miscellaneous		\$0	\$10,000	\$0
6450	Interest		\$15,000	\$55,000	\$20,000
6850	Transfer From Other Funds		\$0	\$0	\$0
	Marijauna Sales Tax		0	30,000	85,000
	<b>Total</b>	\$0	\$865,000	\$975,000	\$965,000
<b>Water Works Fund - 06</b>					
6440	Miscellaneous				
6450	Interest				
6801	Water Revenue Sales				
6815	Penalties				
6820	Materials/Services Sold				
6830	Turn Ons/Services				
6850	Transfer-COP 08				
	<b>Total</b>	\$0	\$0	\$0	\$0
<b>Capital Projects - 07</b>		ACTUAL	BUDGET	ESTIMATED	BUDGET
		FY	FY	FY	FY
		2023-24	2024-25	2024-25	2025-26
6440	Miscellaneous-Variou				
6450	Interest				
6451	Other Interest				
6561	State Aviation Grant - Taxilane				
6610	STP Grant				
6850	Tranfer From Other Funds				
6621	MODOT-ENH - Bidge				
6622	MODOT-ENH - Streetscape				
6624	Science Hall - EDA Grant				
6625	Bridge Approach - Grant				
6626	2nd Street Corridor - Grant				
6651	Airport Runway				
6652	County ARPA Grant				
6653	Federal ARPA Grant				
	<b>Total</b>	\$0	\$0	\$0	\$0

FY 2025-26 BUDGET

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		ACTUAL FY 2023-24	BUDGET FY 2024-25	ESTIMATED FY 2024-25	BUDGET FY 2025-26
<b>Wastewater Fund - 08</b>					
6440	Miscellaneous				
6450	Interest				
6701	Hauled Waste Charges				
6811	Sewer User Charges				
6830	Turn On/Services				
6850	Transfer From Other Funds				
Total		\$0	\$0	\$0	\$0
<b>Tourism Tax -16</b>					
6440	Tourism Tax			245,000	250,000
6441	Miscellaneous			1,600	500
6442	Sale of Merchandise			25,000	26,000
6453	Interest			10,000	5,000
6540	Admittance Fees			3,500	3,000
6643	Rentals			300	500
6644	Grants			16,000	20,000
6850	Transfer From Other Funds		0	0	0
Total		\$0	\$0	\$301,400	\$305,000
<b>Gaming Revenue - 17</b>					
6450	Interest				
6661	Gaming Tax				
6662	Admissions Tax				
Total		\$0	\$0	\$0	\$0
<b>Parks-Stormwater Sales Tax - 20</b>					
6400	Half Cent Sales Tax			\$839,000	\$825,000
6405	Use Tax				\$0
6440	Miscellaneous			0	0
6450	Interest			40,000	10,000
6500	Mo Soccer Park Rentals			23,000	25,000
6850	Transfer From Other Funds				0
Total		\$0	\$0	\$902,000	\$860,000

FUND		FY 2025-26 BUDGET		
SANITATION		DEPARTMENT		
02-01		COLLECTION/HEALTH		
		Actual	Estimate	Budget
		FY	FY	FY
		0	0	0
Code #	<b>PERSONNEL SERVICES</b>			
1000	Salaries	\$122,309	\$131,000	\$137,000
1010	Overtime	2,910	4,100	7,000
1020	FICA	9,401	9,600	11,000
1030	Health Insurance	39,760	37,840	41,000
1060	Retirement (LAGERS)	10,388	15,000	21,300
1080	Workers Compensation	1,252	1,500	1,500
	Subtotal	\$186,020	\$199,040	\$218,800
	<b>NON-PERSONNEL</b>			
2010	Advertising	305	300	300
2020	Electric & Gas	1,456	2,500	3,500
2030	Postage/Permits	3,358	3,500	3,750
2040	Printing	157	150	150
2050	Telephone	2,463	3,010	3,200
2060	Operational Supplies	190	100	500
2070	Miscellaneous	575	100	1,000
2080	Safety Equipment	0	15	500
2090	Tires	941	350	500
2110	Motor Fuel/Lubrication	5,140	4,500	8,000
2160	Janitorial Supplies	191	0	250
2190	Clothing & Uniforms	267	250	300
2220	Chemicals	300	750	1,000
2230	Small Tools & Equipment	1,289	150	2,500
2340	Office Supplies	540	375	300
2400	First Aid/Drug Test	107	0	150
2410	Tire Repair	0	0	300
2460	Building/Grounds Maint.	5,220	1,100	1,500
2470	Auto/Machine Maint.	2,581	4,500	4,500
3030	General Insurance	10,500	15,360	15,000
3050	Audit Fees	0	0	0
3060	Professional Services	110	55	500
3120	Maintenance Agreement	5,000	0	1,500
3180	Claims	680	0	5,000
3190	Training & Education	0	0	150
3210	Other Contractual Services	627,018	653,000	672,240
3211	Transfer Station Fees	1,390	10,500	5,000
	Subtotal	\$669,778	\$700,565	\$731,590
	<b>CAPITAL OUTLAY</b>			
4010	Machine/Auto Equipment			3,610
4020	Other Capital Outlay			
	Subtotal	0	0	3,610
	<b>Grand Total</b>	<b>\$855,798</b>	<b>\$899,605</b>	<b>\$954,000</b>

FUND		FY 2025-26 BUDGET				21
GENERAL		DEPARTMENT				
01-06		AIRPORT				
		Actual	Estimate			Budget
		FY	FY			FY
Code #		0	0			0
	<b>PERSONNEL SERVICES</b>					
1000	Salaries (Contract)		\$35,000			\$35,000
1080	Workmans Compensation		2,250			3,000
	Subtotal	\$0	\$37,250			\$38,000
	<b>NON-PERSONNEL</b>					
2010	Advertising		152			0
2020	Electricity/Gas		10,000			10,500
2030	Postage/Permits		120			200
2040	Printing		0			0
2050	Telephone		5,800			6,000
2070	Miscellaneous		8,520			8,000
2110	Motor Fuel/Lubrication		1,100			1,400
2160	Janitorial Supplies		190			200
2340	Office Supplies		0			100
2420	Special Events		0			0
2460	Building/Grounds Maint.		8,500			8,500
2470	Auto/Machine Maint.		1,400			1,800
2490	Other Equipment Maint.		3,800			4,000
2550	Cost of Gas Sold		127,504			70,000
3020	Dues & Publications		0			0
3030	General Insurance		4,436			4,500
3060	Professional Services		0			0
3120	Maintenance Agreements		3,500			3,500
3210	Other Contractual Services		0			0
3260	Excise Tax		0			0
	Subtotal	\$0	\$175,022			\$118,700
	Grand Total	\$0	\$212,272			\$156,700

FUND  
**TOURISM TAX**  
 16-501

FY 2025 - 2026 BUDGET  
 DEPARTMENT  
**TOURISM**

**REVENUES & CASH**

**FY25-26**

6440	Current Year Bed Tax	\$	250,000.00
6441	Misc.	\$	500.00
6442	Sale of Merchandise	\$	26,000.00
6453	Interest	\$	5,000.00
6643	Rental Fees- Chamber of Commerce	\$	500.00 <i>TBD</i>
6540	Admittance Fees	\$	3,000.00
6644	Grants	\$	20,000.00
6453	Interest		
	<b>Working Total</b>		<b>\$ 305,000.00</b>

**Code # PERSONAL SERVICES**

1000	Salary- Tourism Director (full time)	\$	69,500.00
1000	Hourly - Part Time (28 hrs / week)	\$	27,000.00
	Seasonal Employee (Summer- 15 hrs/week)	\$	10,500.00
1020	Fica	\$	8,000.00
1030	Health		N/A
1060	Retirement/Lagers	\$	10,350.00
1080	Workman's Comp	\$	750.00
	<b>Total</b>	<b>\$</b>	<b>126,100.00</b>

**EXPENDATURES**

20105	Advertising	\$	53,000.00
20205	Electricity & Gas	\$	8,500.00
20305	Postage	\$	300.00
20405	Printing	\$	3,400.00
20505	Phone/Internet	\$	5,000.00
20705	Miscellaneous Supplies	\$	1,000.00
21605	Janitorial Supplies	\$	1,000.00
22305	Small Tools & Equipment	\$	100.00
23305	Food & Beverage Merchandise	\$	500.00
23405	Office Supplies	\$	1,500.00
24005	First Aid Medical	\$	100.00
24205	Special Events- Projects	\$	25,000.00
24605	Maintenance/Bldg & Grounds	\$	6,000.00
30205	Memberships/ Dues	\$	1,000.00
30305	Building Insurance	\$	500.00
30605	Professional Services	\$	6,500.00
30705	Landscaping	\$	5,000.00
31505	Meetings & Conferences	\$	2,500.00
31605	Store Merchandise	\$	14,000.00
3210	Other Contractual Services	\$	5,000.00
3260	Other Projects	\$	19,000.00
3258	Unemcumbered Grants	\$	20,000.00
	<b>Total</b>	<b>\$</b>	<b>178,900.00</b>

16-501

**DETAILED BREAKDOWN**

	<b><u>GRANT FUNDING</u></b>		
3258	Unencumbered Grants	Total	<b>\$ 20,000.00</b>
	<b><u>Event Grants</u></b>		<i>aprox. \$12,000</i>
	FOHB- Big Muddy Folk Festival		TBD
	FOHB - Festival of the Arts		TBD
	FOHB - Homes Tour Ads		TBD
	FOHB - New Concert		TBD
	<b><u>Sports Tournaments</u></b>		<i>aprox. \$8,000</i>
	Babe Ruth - 15 yr		TBD
	Cal Ripken- 12U Regional Tourn		TBD
	Cal Ripken - 14U State Tourn		TBD
	<i>Barn Quilt Guide</i>		TBD
2010	<b><u>Advertising</u></b>		<b>\$53,000</b>
	Madden - State Ads		\$15,000
	Porlier - Billboards		\$14,000
	Missouri Life		\$10,000
	CTM Brochure		\$2,000
	Lewis & Clark Brochures		\$1,500
	Boonslick Guides		\$1,000
	Katy Trail Ads		\$4,000
	Online- Social Media		\$3,500
	Misc.		\$2,000
2420	<b><u>Special Events /Projects</u></b>		<b>\$25,000</b>
	Downtown Christmas Decorations		\$4,000
	Christmas Festival		\$2,000
	BACC Marketing Promotion		\$1,000
	Halloween Events		\$3,000
	3D Logo Project		\$10,000
	Website Updates		\$5,000

FUND		FY 2025-26 BUDGET		
CAPITAL SALES TAX		DEPARTMENT		
05-02		ECONOMIC DEVELOPMENT		
		Actual	Estimate	Budget
		FY	FY	FY
Code #		2023-24	2024-25	2025-26
	<b>PERSONNEL SERVICES</b>			
1000	Salaries	\$80,257	\$105,000	\$90,000
1010	Overtime	\$0	\$0	\$0
1020	FICA	6,035	8,400	7,200
1030	Health Insurance	12,751	14,000	0
1060	Retirement (LAGERS)	6,675	15,000	13,500
1080	Workmen's Comp. Ins.	250	250	250
	Subtotal	\$105,968	\$142,650	\$110,950
	<b>NON-PERSONNEL</b>			
2010	Advertising	3,480	4,000	4,000
2020	Electricity/Gas	913	500	1,500
2030	Postage & Permits	0	0	150
2040	Printing	0	0	1,500
2050	Telephone	1,297	2,000	2,000
2070	Miscellaneous	118	500	250
2340	Office Supplies	266	100	500
2400	First Aid/Drug Test	0	50	150
2420	Special Events	56	1,250	2,000
2490	Other Equipment Maint.	350	0	0
3020	Dues & Publications	2,528	2,500	15,000
3030	General Insurance	0	0	0
3050	Audit Fees	0	0	1,000
3060	Professional Services	16,858	13,000	20,310
3120	Maintenance Agreement	7,804	0	1,000
3150	Meetings & Conferences	534	0	2,500
3190	Training & Education	25	1,000	2,500
3210	Other Contractual Services	1,383	1,000	15,000
3211	Economic Services	63,200	80,000	15,000
	Subtotal	\$98,812	\$105,900	\$84,360
	<b>CAPITAL OUTLAY</b>			
4040	CIP Capital	675	0	35,000
	Subtotal	675	0	35,000
	<b>Grand Total</b>	<b>\$205,455</b>	<b>\$248,550</b>	<b>\$230,310</b>

FUND		FY 2025-26 BUDGET		
Capital Sales Tax		DEPARTMENT		39
05-01		CAPITAL PROJECTS		
		Actual	Estimate	Budget
		FY	FY	FY
		0	0	0
Code #	NON-PERSONNEL			
3050	Audit Fees			
3060	Professional Service			
3100	Street & Associated Imp			\$210,000
3102	Sidewalk Improvements			\$21,780
	Subtotal	\$0	\$0	\$231,780
3219	Other Projects	\$0	\$0	\$0
3260	General Fund Auto Stickers	\$27,000	\$27,000	\$27,000
3300	Local Agency Funding			\$85,300
	<b>Park Improvements</b>			240310
5010	Other-Save			
5025	Equipment			
5030	Harley Park Improvements			
5040	Kemper Improvements			
5050	Lions Park Improvements			
5045	Rolling Hills Park Improvements			
5055	Hail Ridge Improvements			
5060	Aquatic Center Improvments			
5070	Playground Improvements			
5080	Tree Program			
5090	Turf Program			
5200	Maintenance Equipment			
5300	Playground Maintenance			
5400	Ballfield Maintenance			
5500	Aquatic Center Maintenance			
5700	Transfer to Other Funds			
5800	Vehicles			
	Subtotal	\$0	\$0	\$0
<b>Total Capital Projects</b>		\$27,000	\$27,000	\$344,080
(Audit, Prof. Svc., Street, Other, Veh. Stickers, Local Agncy, Parks)				

FUND		FY 2025-26 BUDGET				40
Capital Sales Tax		DEPARTMENT				
05-01		CAPITAL PROJECTS PUBLIC SAFETY				
Code #				Actual FY 0	Estimate FY 0	Budget FY 0
	<b>NON-PERSONNEL</b>					
	<b>Police Department</b>		65826			
6010	Other-Save					
6020	Vehicles					
6030	Officer Equipment					
6040	Vehicle Equipment					
6050	Computer Equipment					
6060	Crime Scene/Swat Equipment					
6070	Building Repair					
6080	DARE Material					
6090						
	Subtotal			\$0	\$0	\$0
	<b>Fire Department</b>		65826			
7010	Other-Save					
7020	Vehicle Equipment					
7030	Firefighter Equipment/Gear					
7040	Gear Repair					
7050	Building Repair					
7060						
7070						
7080						
7090						
	Subtotal			\$0	\$0	\$0
	<b>Animal Control</b>		18648			
8010	Other-Save					
8020	Vehicle Equipment					
8030	ACO Equipment Gear					
8040	Gear Repair					
8050	Building Repair					
8060						
8070						
8080						
8090						
	Subtotal			\$0	\$0	\$0
<b>Total Public Safety (Police, Fire, Animal Control)</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Distribution Formula</b>						
<b>(after auto license Reimb \$27,000)</b>						See detail herein
				Marijauna Dist.		
Not-for-Profit	10%	\$85,300	Police- 30K			
Economic Development	27%	\$230,310	Fire 30 K			
Parks & Recreation	27%	\$230,310	AC - 5K			
Street, Sidewalk, Etc.	26%	\$221,780	Parks- 10K			
Police, Fire, An. Control	10%	\$85,300	Streets- 10K			
		<b>\$ 853,000</b>				