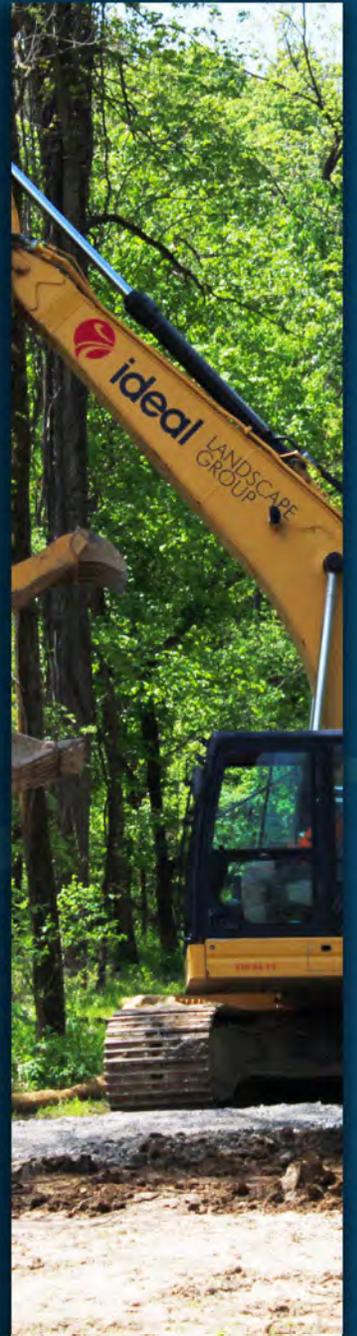


# 2022 Budget



Maryland Heights, Missouri



# 2022 BUDGET

## Honorable Mayor and Members of the City Council:

In accordance with state statute and City ordinance, I am submitting the proposed balanced budget of all general government funds for the fiscal year beginning January 1, 2022. This proposal reflects the mission, policies and operational priorities established by the City Council, and it is realistic to our core value of “Responsibility” - to manage our financial and human resources prudently and efficiently.

The budget includes projected revenues and expenditures for 14 general government funds: General, Capital Improvement, Parks, Community Center Debt Service, Streetlight, Police Forfeiture, American Rescue Plan, Police Training, Sewer Lateral, Tourism Tax, Dorsett Road TIF, Beautification, Westport Plaza TIF and Reserve.

## Revenues and Expenditures

Total 2022 budgeted revenues for all governmental funds is \$41.3 million, an increase of \$6.9 million (20%) from the estimate for 2021 of which \$4.9 million (71%) relates to significant one-time revenue sources. The budget plan includes use of \$3.3 million of federal assistance related to the American Rescue Plan Act. Please see the introductory section, “American Rescue Plan” on page 16 for additional details. An additional \$1.6 million is related to funding from grants and donations for a city project. Excluding those two one-time revenue sources, 2022 revenues would increase \$2 million (5.8%) from 2021.

Much of the City’s tax revenues depend on activity in office buildings, hotels, restaurants, youth and adult sports, concert venues and the casino. With the pandemic still lingering, uncertainty exists surrounding return to work, leisure, and travel. The 2022 revenue anticipates a moderate increase from 2021 to pre-pandemic (2019) levels. The City has purposely accumulated a healthy fund balance during good economic times. These reserves allow the City to continue a high level of service with minimal disruption during economic downturns.

Gaming taxes are projected to be up \$1 million from 2021 to \$9 million in 2022. This projection is 90% of levels seen pre-COVID-19 (2019). Utility taxes and sales taxes are projected at 92% of the 2019 actual received as the economy slowly recovers. Recreation user fees are budgeted at \$1.8 million in 2022, up from \$1.4 million in 2021, as demand for recreation programs and attendance at the City’s newly renovated water park, Aquaport, are expected to generate additional fees.

Intergovernmental revenues will be up significantly due to the federal assistance received from the American Rescue Plan Act of \$3.3 million. Additional major one-time revenue sources include a federal grant of \$630 thousand to offset construction costs related to rehabilitation of Fee Fee Road, and grants and donations of \$1.62 million to complete the construction of the Sustainability Center.

Total expenditures in 2022 of \$42.1 million, reflects an increase of \$2.9 million (7.5%) from 2021 of which \$1.8 million relates to operational expenditures returning to a pre-COVID-19 level. Capital Improvement expenditures are \$1.3 million higher.



*World Wide Technology’s headquarters had minimal in-person activity in 2021 due to the COVID-19 pandemic.*



General Fund 2022 expenditures are up \$1 million (4.4%) compared to 2021. Personnel costs represent \$456 thousand of the increase which reflects a 2% market adjustment in the full-time employee pay plan. Other operational expenditures will increase \$608 thousand from 2021 of which \$214 thousand (35%) is related to road and bridge maintenance. Capital outlay expenditures will increase 63% (\$73 thousand) from 2021.

Capital Improvement Fund expenditures are expected to increase \$560 thousand (13.2%) related to various road, equipment, and stormwater projects. Park Fund expenditures are projected to be \$1.6 million (30.8%) higher in 2022 than 2021. \$818 thousand of the increase relates to higher operational costs from higher demand for recreation and facility use in 2022. Another \$825 thousand relates to higher capital improvement expenditures than 2021. Construction expenditures related to the City's Sustainability Center is projected at \$1.62 million in 2022.

At the end of 2022, the City's Reserve Fund will be over \$25 million, equal to 100% of 2022 General Fund expenditures; the City's goal is to maintain a level of 75%. The Capital Improvement Fund will decrease \$1.5 million as planned project expenditures are expected to exceed gaming tax and grant funding. All budgetary funds will total \$31.5 million at the end of the year of which \$1.7 million is restricted to tax increment financing activities.

## 2022 Preview

As in years past, the City will continue to prepare for new and exciting growth opportunities. While tax revenues have started to bounce back in 2021, they are still behind levels seen previous to the COVID-19 pandemic of 2020. Balancing revenues and expenditures continues to challenge the financial resources of the City. The receipt of federal assistance from the American Rescue Plan Act for revenue losses incurred during the pandemic will provide the City staff time to monitor and forecast not only the 2022 budget, but future revenue flow. Decisions will benefit the City and facilitate achievement of our objectives by providing the necessary funding allocations across all departments.

To accomplish our objectives, staff and City Council must be diligent in our actions and mindful of future budgetary commitments that may negatively influence future growth. We understand that decisions made today must be weighed against the potential impact to the future.

The 2022 budget is structured to include funding for various programs, projects and services to improve the quality of life of our residents and embrace future economic development opportunities. Among the highlights for 2022:

# 2022 Budget Summary

At the end of 2022, fund balances will amount to \$31.5 million of which \$25.3 million is in reserve. The following table provides a summary of all funds budgeted for 2022.

CITY OF MARYLAND HEIGHTS  
Summary of budget-by fund  
Year ended, December 31, 2022

Fund	Revenues	Expenditures	Transfers/Advances	Change in fund	Begin balance	End balance
General	22,609,864	25,110,272	2,500,408	0	0	0
Streetlight	460,000	464,500		(4,500)	1,000,000	995,500
Tourism	320,000	220,000		100,000	(100,000)	0
Capital Improvement	3,330,000	4,808,913		(1,478,913)	2,670,000	1,191,087
Police Forfeiture	40,000	216,500		(176,500)	263,000	86,500
Parks	7,917,400	6,979,431	(1,260,000)	(322,031)	1,359,000	1,036,969
Reserve	0	0	251,754	251,754	25,040,000	25,291,754
American Rescue Plan	3,277,162	0	(3,277,162)	0	0	0
Sewer Lateral	375,000	270,000	-	105,000	1,026,000	1,131,000
Police Training	7,000	20,100		(13,100)	14,000	900
Beautification	11,000	18,100	-	(7,100)	30,000	22,900
Community Center DSF	0	985,000	985,000	0	30,000	30,000
Westport Plaza TIF	2,860,000	2,860,000		0	1,600,000	1,600,000
Dorsett TIF	150,000	150,000		0	106,000	106,000
	41,357,426	42,102,816	(800,000)	(1,545,390)	33,038,000	31,492,610

- The Sustainability Center will feature many amenities including greenhouses, a community garden and space to conduct educational programs on sustainable energy and practices. The Center will facilitate field trips to showcase sustainable energy solutions practiced at the nearby landfill operated by Waste Connections and offer community programs for youth and adults.
- Implementation of a residential mechanical, electric, and plumbing permitting and inspections program. Previously contracted through St. Louis County, bringing this program in-house will provide convenience and a more responsive service to our residents.
- Implementation of a social services program to connect residents in-need with local social service and provider organizations.
- Developing a plan for a new Memorial Park to honor veterans.
- Capital Improvement Program (CIP) projects including local and collector street improvements to Fee Fee Road and bridge, McKelvey Road, and Adie Road. Additional Capital Improvements planned for 2022 include annual pavement maintenance and equipment replacement program, various stormwater improvements, sidewalk construction, and parking lot maintenance at the Government Center.
- Implementation of a new financial software system to enhance efficiencies in payroll, accounts receivable/payable, purchase orders, etc.
- Ongoing support of development agreements related to an entertainment district and Maryland Park Lake District, the approximately 1,800 acres along Route 141 between I-70 and Route 364.

The Comprehensive Master Plan will guide development decisions and policies throughout the City so we are working within a cohesive vision. The City will continue to monitor the following potential challenges to future revenue growth and sources of funds:

- Lingering effects of the COVID-19 pandemic on entertainment, recreation and hospitality venues within the City.
- State legislation that affects existing gaming tax revenue and future approval of video lottery terminal (VLT's), sports betting and on-line wagering.
- Maturation of the local and state gaming market and long-term impact on gaming tax revenue.
- Legislation and energy initiatives that have a long-term impact on utility tax revenue.
- Market resistance to creation of new revenue sources – reliance on existing revenue sources for funding.
- Long-term development costs associated with the Maryland Park Lake District.
- Legislation and local agency approvals on development activity within the Maryland Park Lake District.
- Personnel costs and staffing challenges in a competitive labor market.
- Continued long-term impact of Senate Bill 5 and other state efforts to legislate control over Municipal Court operations.
- Demands of services on all departments, particularly Parks and Recreation, Public Works and Police.
- Long-term maintenance of city owned facilities.
- Long-term commitment to providing a backstop to the debt of the Centene Community Ice Center.



*The St. Louis Taiko Drummers perform during WorldFest. 2021 marks the first year that this Parks and Recreation event was held at the St. Louis Music Park.*

## Preparation and Presentation

The budget is presented in six sections: The Introduction section contains a summary of the policies and assumptions used to develop the budget. The Revenues section provides an analysis of major revenue sources. The All Funds section contains an overview of anticipated revenues and expenditures for all funds. Five-year projections for each operating fund are included, as well as a table showing all employee positions by program.

The next section is a User's Guide that explains the various elements of department and program budgets. The sections that follow contain nine departmental expenditure budgets organized into 41 programs and 18 capital projects, allowing the reader to get a view of the City's operations for the next year.

The Appendix section contains supplemental information to assist the reader in fully understanding the proposed budget, including a glossary of terms and abbreviations used throughout the budget, the adopted five-year Capital Improvement Program (CIP) for 2022-2026, the proposed Classification and Pay Plan and background information about our city.

## Economic Outlook

Although local economic factors can affect business performance, labor constraints along with viability and growth are factors of the global market that also have an impact. The city will continue to feel the negative impact of COVID-19 for years to come. All city leaders are tasked with analyzing future opportunities to achieve the financial outlook desired with limited funding sources.

Maryland Heights, which is a hub for business and commercial development in the St. Louis Metropolitan Area, has been challenged by the recent events, but is still receiving strong interest in future development along with a solid residential resale market. Focus has intensified in the Maryland Park Lake District as developments continue. This growth is creating temporary and permanent employment throughout the region. This continued interest in Maryland Heights is encouraging; the City is hopeful that economic activity will return to pre-COVID levels once this pandemic recedes.

As a city with a diverse economy, we have remained well balanced even with the negative impacts of COVID-19. Current unemployment rates within the City of Maryland Heights are lower than the National, State or St. Louis County rates at 3.1% versus 5.3%, 4.0%, and 3.7% respectively. Concerns remain that job growth will remain slow in the region, however, current data suggests employment has recently increased and will continue to increase as the pandemic diminishes. Despite all of these challenges, staff remain optimistic in the economic forecast for our community.

Internal and external impacts will have to be carefully monitored as economic and market conditions continue

to affect the City on both a short-term and long-term basis. Furthermore, economic conditions need ongoing monitoring relative to all city expenditures, specifically personnel cost in future years.

## 2021 in Review

Globally, COVID-19 has significantly impacted the City's numerous entertainment destinations and hospitality venues including Hollywood Casino and Amphitheatre, Centene Community Ice Center, Saint Louis Music Park, as well as many of the hotels and restaurants that bring thousands of visitors and tax dollars to Maryland Heights each year. These facilities are experiencing far fewer guests and in some cases, were unable to operate. These factors, as well as the decision by many of the larger employers based in Maryland Heights to have their employees work remotely from home, continues to greatly reduce the City's revenues.

Despite these unprecedented times, the City continues to address three important categories: resident quality of life, municipal services, and residential and commercial development. The demands of city resources tested our leadership, as the safety of our residents and staff emerged as a pressing priority amidst the continued threat of COVID-19. Many businesses were also forced to close their doors, yet some remained open and continue to thrive or salvaged what they could to continue operation.

In the category of resident quality of life, the City has undertaken numerous projects and ongoing efforts including continued Fee Fee Greenway Trail expansion and improved access from neighborhoods, expanded and enhanced parks and recreation programming with new locations such as the Centene Community Ice Center and the Saint Louis Music Park, continued work on the Fee Fee Baseball Fields including a new culvert, as well as the renovations to our waterpark, Aquaport.



*Aquaport's newest addition, the FlowRider, provides patrons with the only surfing simulation available within the St. Louis region.*

These projects reflect the City Council's dedication to making Maryland Heights a better place to live, work and play by listening to residents' feedback.

Despite setbacks from the pandemic, the City of Maryland Heights has continued to witness growth and development during the past year in both residential and business development.

Recent projects, completed under the direction of the Economic Development and Community Development departments include:

- Expansion projects with Safety National, Aquaport and the Maryland Heights Fire Protection District had a combined construction cost of over \$27 million.
- The issuance of taxable industrial revenue bonds for the CJC Millpark, LLC project in an amount not to exceed \$15,000,000, entails construction of an office-warehouse complex on a nine-acre site within the Maryland Park Lake District and fosters job creation and expansion of logistic and technology uses.
- The Flats at Dorsett Ridge, a 218-unit luxury multi-family residential complex, is expected to be completed by years end, redeveloping a long vacant commercial property.
- Neo Vantage Point, 266 luxury apartments including a parking garage, is set to be constructed near I-270 & Page Avenue with an estimated construction cost of \$54 million.
- NorthPoint's Riverport Logistics Park located within the Riverport Business Park, encompasses a total of approximately 591,000 square feet over three buildings with an estimated construction cost of \$37 million.
- Maryland Park Commerce Center, a 1.3 million square foot logistics park within the Maryland Park Lake District, is currently under construction off River Valley Drive.
- National Healthcare Corporation is constructing a 11,000 sq. ft. building adjacent to their existing nursing home to house an additional 16 additional beds.
- Tony's Donuts is renovating the building at 11525 Dorsett Road to establish a fast food restaurant with drive-through service and outdoor seating.

- Creative Testing Solutions, in partnership with the American Red Cross, is constructing a two-story 124,000 square foot laboratory/office building with a two-story parking garage with an estimated construction cost of \$19.9 million.
- The Sustainability Center is a partnership between the property owner, Waste Connections, Pattonville High School and the City of Maryland Heights to create a campus focused on urban agriculture and renewable energy. The project will include greenhouses, a retail garden center, offices and meeting space for educational programs, a pavilion, a community garden, and trail system.



*A hive of bees is discovered in the wall of an existing barn at the Sustainability Center site. These bees were relocated to a brand new hive on the same property.*

- Housing development continues throughout the City where open land is available. The latest project located in the Rose Meadow neighborhood includes a ten-lot single-family residential subdivision across from Rose Acres Elementary School. The Daley Avenue subdivision is also under construction and includes five single-family dwellings. McBride Homes recently completed the Magnolia Gardens subdivision, consisting of five homes along Eldon Avenue.
- The Capital Improvement Plan for the next five years beginning January 1, 2022 and ending December 31, 2026 will guide capital projects and manage available funds for the near future to help accommodate future residential and commercial development. (In the Appendix, you will find a copy of the projects planned for the next five years.)



*St. Louis Music Park, a 4,500 seat outdoor concert venue located within the Centene Community Ice Center, kicked off a very successful 2021 season after not being able to operate throughout 2020 due to the COVID-19 pandemic.*

The City of Maryland Heights provides residents with an array of amenities and services such as solid waste/trash services, recreation opportunities, sidewalks and street construction/maintenance and much more. While some of these amenities primarily serve residents, others ensure accessibility to quality municipal services for the entire community. This has and remains a goal to provide these services to all our residents, visitors, business owners and other guests.

Overall, 2021 was a year of many challenges. Staff and city leaders depended on one another to navigate the uncertainty and consequences of the continued global pandemic. Despite the setbacks we experienced, each department continued to share their opinions and ideas in an effort to move the City forward. Challenges such as limited to no professional development and travel, finding new means to support our business community, the staff shortages felt throughout the area, the navigation of a concert season that began later than anticipated at both Hollywood and the St. Louis Music Park, and the continued maintenance of our infrastructure tested our ability to provide enhanced city services and programs. The City, supported by the leadership of their elected officials, continues to grow and prosper.

## Acknowledgements

This budget is the result of many hours of effort by many people. I specifically want to thank Cathy Malawy, the Director of Finance, Gail Reader, Information Systems Manager and Trisha Hall the Communications Manager for their dedication in the preparation of this budget document. Their hard work, and commitment to the City were instrumental in the creation of this budget document. We look forward to working with the Council to finalize a budget that will provide outstanding municipal services in a safe and appealing setting in order to attract and retain residents committed to our city, to facilitate thriving businesses and remain a premier hospitality venue during the coming year.

Respectfully submitted,

A handwritten signature in black ink that reads "Tracey Anderson". The signature is fluid and cursive, written in a professional style.

Tracey A. Anderson, City Administrator  
November 5, 2021



# Introduction

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# 2022 BUDGET



## **Mayor**

G. Michael Moeller

## **Councilmembers**

### **Ward 1**

Julia K. Bietsch

C. Susan Taylor

### **Ward 2**

Kimberly L. Baker

Howard M. Abrams

### **Ward 3**

Charles G. Caverly

Nancy E. Medvick

### **Ward 4**

Steven A. Borgmann

Norman A. Rhea

## **Administration**

Tracey A. Anderson, City Administrator

Catherine L. Malawy, Director of Finance

Joann M. Cova, City Clerk

William D. Carson, Chief of Police

Cliff S. Baber, Director of Public Works

Michael L. Zeek, Director of Community Development

Adam M. Peper, Superintendent Rec Facilities

Howard Paperner, City Attorney

## **Municipal Court**

Kevin R. Kelly, Municipal Judge

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## Capital Improvement Program

2022 - 2026 Capital Improvement Plan.....CIP 1



# Maryland Heights at a Glance

## Our City

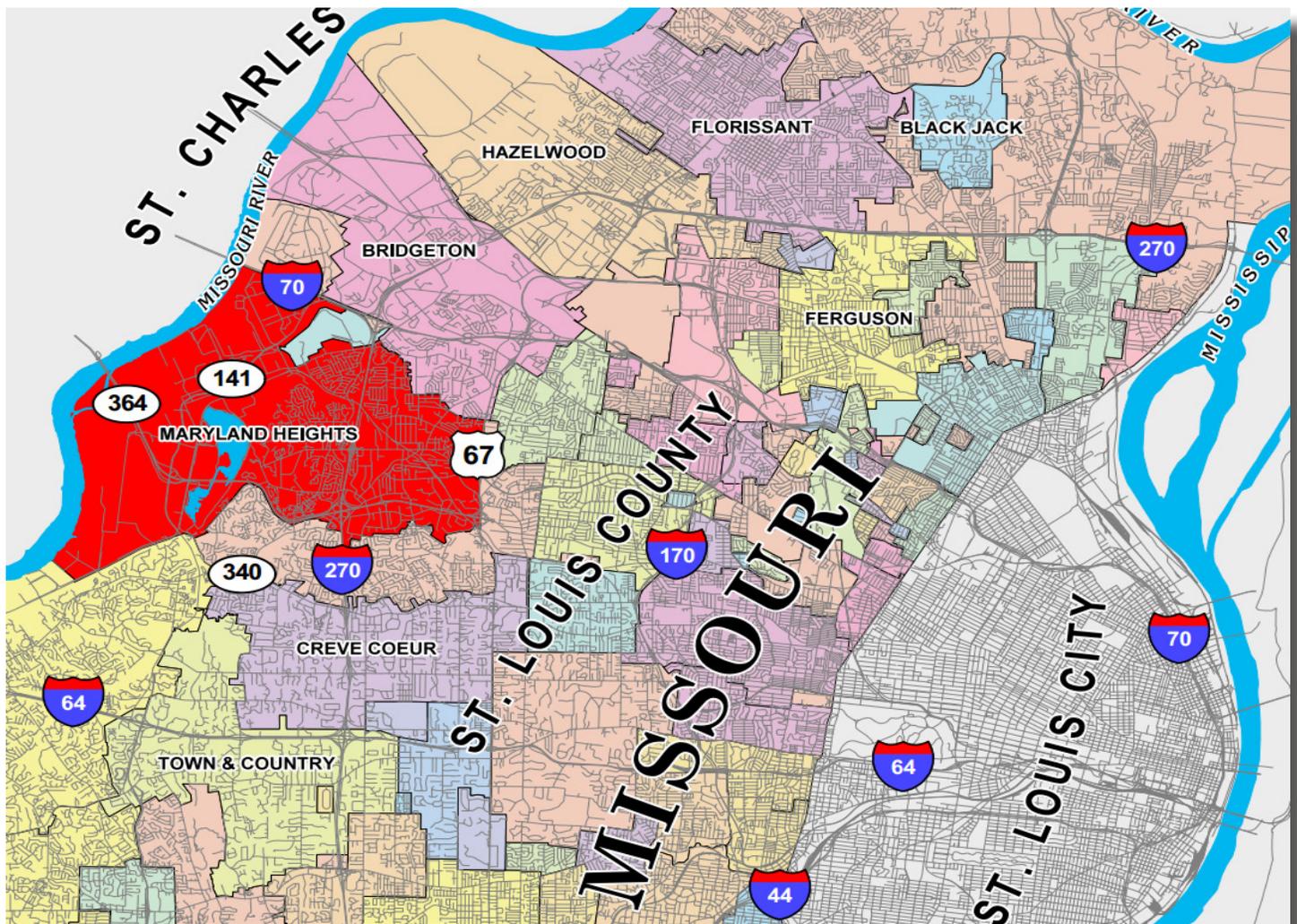
Maryland Heights, incorporated in 1985, operates under the City Administrator form of Mayor/Council government and is a Third-Class City as defined by Missouri statutes.

The City occupies 23.42 square miles and is located 21 miles northwest of downtown St. Louis. Maryland Heights is served by two award-winning school districts, Pattonville and Parkway, and four fire protection districts—Maryland Heights, Creve Coeur, Monarch and Pattonville. These school and fire districts are politically independent from the City.

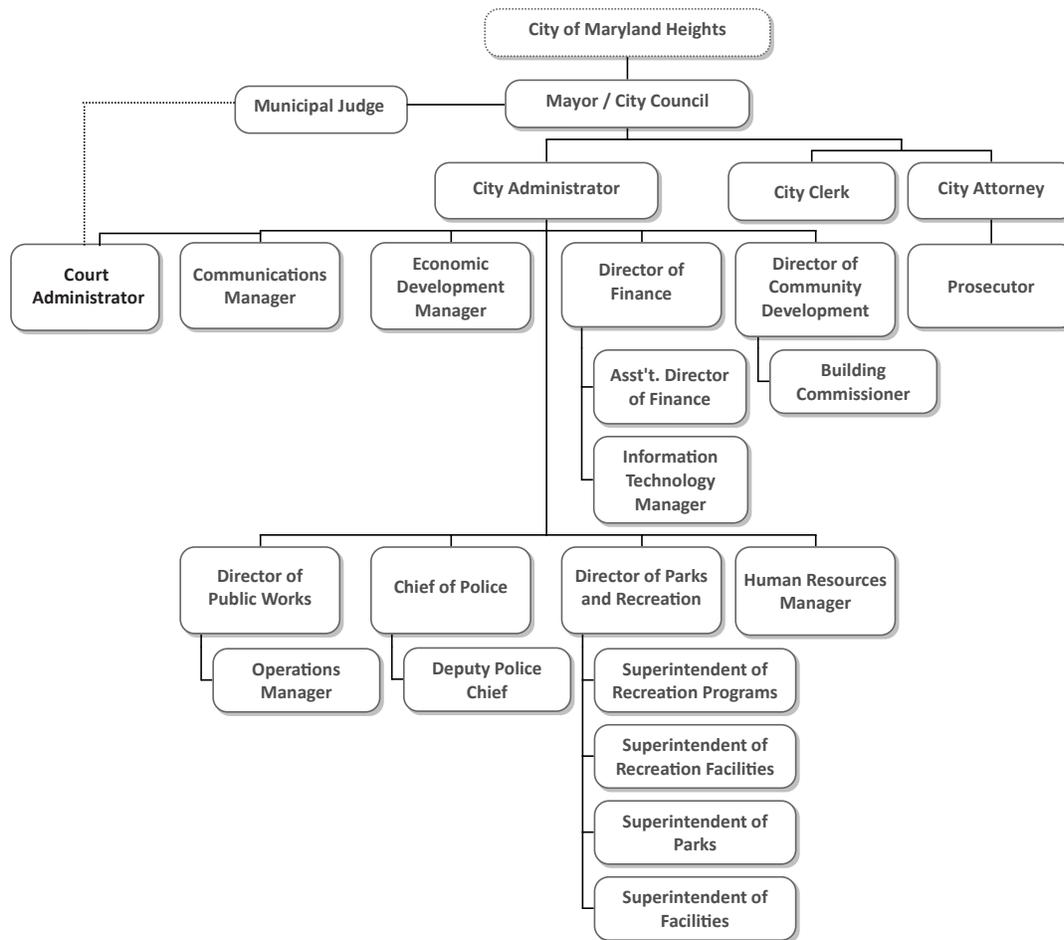
Maryland Heights is both a residential community and an employment center. The city has a population of 28,284 occupying approximately 13,425 housing units and an estimated 43,257 jobs at 2,035 businesses.

Services provided by the city include:

- Police patrol and investigations
- Street maintenance and other public works functions
- Recreation and park services
- Planning and zoning
- Licensing, permitting, and inspections
- Municipal court



# Our Organization



<b>Personnel</b>			
	<b>2020</b>	<b>2021</b>	<b>2022</b>
Administration	11.25	10.00	10.00
Finance	8.00	9.00	9.00
Community Development	20.25	20.25	20.25
Public Works	29.00	29.00	29.00
Police	100.40	100.90	100.90
Municipal Court	3.80	3.80	3.80
Parks & Recreation	86.01	83.60	83.88
<b>Total Personnel (FTE)</b>	<b>258.71</b>	<b>256.55</b>	<b>256.83</b>

# Planning for Our Future

The City of Maryland Heights adopted a Vision Statement, along with a guiding set of Core Values and Strategic Goals. The Vision Statement represents what Maryland Heights will be, and the Values and Goals specify how Maryland Heights will achieve that vision. The City is in the process of updating its strategic plan and Resident Satisfaction Survey.

In order to measure progress, each Strategic Goal is accompanied by several Key Performance Indicators. Data for these indicators is collected throughout the year and is compared to previous years, other agencies, and established benchmarks in order to gauge the City's progress. The following pages provide Key Performance Indicator data, organized by Strategic Goal area.

## Maryland Heights' **vision** - what we will be:

Maryland Heights is a great place to call home where residents of all ages come together, where businesses seek to locate, and where the region comes to play.

## Maryland Heights' **values** and **goals** - how we will get there:

Value #1: **Responsibility** - We will manage our financial and human resources prudently and efficiently.  
Related Strategic Goal: Financial Stability

Value #2: **Planning** - We realize change is inevitable; it is our responsibility to prepare for it.  
Related Strategic Goal: City Services  
Related Strategic Goal: Economic Development  
Related Strategic Goal: Public Safety

Value #3: **Balance** - We believe consideration of the interest of residents, businesses and visitors are important to our future.  
Related Strategic Goal: Economic Development  
Related Strategic Goal: Quality Housing  
Related Strategic Goal: City Services

Value #4: **Communication** - We emphasize clear, timely two-way communication between the city and those we serve.  
Related Strategic Goal: Building Community

Value #5: **Equity** - We treat all those receiving city service fairly and equitably.  
Related Strategic Goal: City Services

# Planning for Our Future

**Strategic Goal 1: Quality Housing** - “We will be proactive in maintaining and improving our housing stock to stabilize population and home ownership in our city.”

## What we do to improve housing:

	2019	2020	2021*
Single Family Housing Re-occupancy Inspections	1,193	1,299	1,412
<i>Occupancy inspections ensure inspected homes are up to code</i>			
Multi Family Housing Re-occupancy Inspections	2,239	2,129	2,420
<i>Occupancy inspections ensure inspected apartments are up to code</i>			
Concrete Sidewalk Repaired or Replaced, in Square Feet	7,803	9,691	10,000
<i>Sidewalks in good condition encourage walking and reinforce positive perceptions of the city</i>			
Sewer Lateral Repairs Completed	70	75	70
<i>Sewer laterals are an essential piece of home infrastructure</i>			
Street Sweeping Miles	371	350	350
<i>Street sweeping keeps city-maintained streets in appealing condition</i>			
Trees Maintained	1,274	1,147	1,300
<i>Maintaining trees enhances the natural beauty of the city and contribute to environmental quality</i>			
City Newsletter Articles Covering this Topic	10	9	10
<i>Newsletter articles raise awareness of home improvement and maintenance issues</i>			

## Outcomes we track:

	2019	2020	2021*
Average Sale Price of Single-Family Homes in Maryland Heights	\$177,350	\$199,900	\$199,900
Average Number of Days on Market for Single-Family Homes Sold in City	21	8	8

\* projected



*New housing construction in Maryland Heights*

# Planning for Our Future

**Strategic Goal 2: Building Community** - “We will create connections between people and places to enhance the sense of community in our city.”

## What we do to build community:

	2019	2020	2021*
Facebook Posts	1,035	663	730
<i>Social media is one way our residents can directly connect and interact with the city</i>			
Issues of City Newsletter	12	12	12
<i>The city newsletter is another means of directly communicating with our residents</i>			
Total Senior Program Attendance (all senior programs)	8,843	2,430	4,200
<i>The city offers a variety of programs tailored for older residents</i>			
Parks Facilities Reservations	334	115	225
<i>The use of city parks facilities is an indicator of overall use of city parks</i>			
Dogport Memberships	185	123	182
<i>Dogport - the city's dog park - provides another venue for residents to interact</i>			
Maryland Heights Night Out Block Parties	21	0	26
<i>Maryland Heights Night Out is a community-wide civic engagement effort focused around block parties that encourage neighborly communication and interaction with public officials. This event was modified in 2020 to not include block parties due to COVID-19.</i>			

## Outcomes we track:

	2019	2020	2021*
Total Number of Senior Newsletters Distributed (mail & email)	3,438	640	701
<i>The Communications Division overhauled the mailing list to remove seniors who no longer participated in programs and/or no longer wished to receive the newsletter in the mail.</i>			
Total Number of Social Media Accounts Maintained by the City	15	15	14
Total Senior Lunch Attendance	1,041	205	175
Total Number of New Facebook “Likes” (City Page)	194	495	220
Total Number of New Facebook “Likes” (Parks and Recreation Page)	649	563	372
Total Number of New Facebook “Likes” (Police Page)	3,969	860	624
Total Number of New Facebook “Likes” (Aquaport Page)	81	78	24
Number of Transportation Services (One-Way Trips) for Seniors and/Disabled	9,704	5,546	7,500

\* projected

# Planning for Our Future

**Strategic Goal 3: City Services** - “We will strive to preserve and continually improve the level of service enjoyed by residents and businesses in our city.”

## What we do to improve city services:

	2019	2020	2021*
Average Issuance Time for Conditional Use Permits (# of days)	39	32	35
<i>Reducing the amount of time to issue a C.U.P. saves businesses money</i>			
Building & Grounds Maintenance Work Orders Completed	1,301	630	1,100
<i>Maintaining city property ensures residents enjoy high quality public spaces</i>			
Park Work Orders Completed	192	113	250
<i>Park work orders ensures residents enjoy high quality, well-maintained parks facilities</i>			
Concrete Pavement Replaced (square yards of concrete)	840	763	1,000
<i>Pavement replacement keeps city streets in good condition</i>			

## Outcomes we track:

	2019	2020	2021*
Traffic Control Signs Installed/Replaced (each)	172	145	300
Mosquitocide Applications (city-wide) (each)	19	18	19
Linear Feet of Creeks Cleaned	2,650	2,500	2,500
Recycling Quantity in Tons Annually Collected from Residences	1,603	1,901	1,921
Total Number of Utility Tax Rebate Applications Processed	1,345	1,328	1,300
Sewer Lateral Investigations	83	86	80

\* projected



*The Department of Public Works replaces concrete at a railroad crossing.*

# Planning for Our Future

**Strategic Goal 4: Financial Stability** - “We will continue to utilize sound fiscal policies and prudent budgeting to ensure long-term stability in our city.”

## What we do to maintain financial stability:

	2019	2020	2021*
General Fund/Reserve Fund Year-End Balance	\$31,200,000	\$24,000,000	\$25,000,000
<i>The Reserve Fund serves as a financial safety net for the city</i>			
Reserve Fund Balance as a Percentage of General Fund Expenditures	133%	102%	104%
<i>City policy is to maintain at least 75% of General Fund expenditures in the Reserve</i>			

## Outcomes we track:

	2019	2020	2021*
Annual Audit Completed with an Unqualified Opinion from Auditor	Yes	Yes	Yes
Distinguished Budget Presentation Award Received	Yes	Yes	Yes
Achievement for Excellence in Financial Reporting Award Received	Yes	Yes	Yes

\* projected

**Strategic Goal 5: Public Safety** - “We will provide responsive, proactive and effective enforcement of laws and codes in order to maintain a safe environment for residents, businesses and visitors in our city.”

## What we do to improve public safety:

	2019	2020	2021*
Percent of Emergency Calls Responded to in 4 Minutes or Less	71%	75%	75%
<i>How quickly the police respond is a key element of public safety</i>			
Percent of Non-Emergency Calls Responded to in 7 Minutes or Less	85%	87%	87%
<i>How quickly the police respond is a key element of public safety</i>			
Detective Bureau Case Clearance Rate	47%	42%	44%
<i>The clearance rate measures the effectiveness of our detective bureau</i>			

## Outcomes we track:

	2019	2020	2021*
Uniform Crime Report - Ratio of Part I Crimes Reported per 1,000 Population	37	35	35
Canine Narcotic Responses/Events	288	130	108
Dispatcher Performance Audits	400	150	350

\* projected

# Planning for Our Future

**Strategic Goal 6: Economic Development** - “We will enhance and diversify our economic base in order to maximize our commercial space and developable land, create jobs, maintain financial strength of local governmental jurisdictions serving our residents, and improve the quality and appearance of our city.”

## What we do to improve the economy:

	2019	2020	2021*
Commercial re-occupancy inspections	310	320	369
<i>Inspecting properties as they are re-occupied ensures inspected properties are up to code</i>			
Building inspections	3,461	2,990	3,453
<i>Building inspections ensure new construction is up to code</i>			
Right of Way Mowing (each)	12	10	10
<i>Right-of-Way mowing maintains the city as an attractive place to do business</i>			
Street Sweeping (miles)	321	371	350
<i>Street sweeping maintains the city as an attractive place to do business</i>			

## Outcomes we track:

	2019	2020	2021*
Annual Total Assessed Value of All Real Property in Maryland Heights	\$1,146,483,170	\$1,161,666,200	\$1,197,817,196
Revenue Generated by one-half cent Sales Tax	\$5,000,792	\$4,163,097	\$3,900,000
Commercial Space Occupancy Rate	90.75%	91.00%	89.00%
Industrial Space Occupancy Rate	96.53%	96.39%	96.20%
Hotel Revenue per Available Room	\$63	\$62	\$32
<i>The hospitality industry has been significantly impacted by COVID-19 and the related travel and gathering-size limitations put in place.</i>			
Average Hotel Room Rate	\$94	\$92	\$80
<i>The hospitality industry has been significantly impacted by COVID-19 and the related travel and gathering-size limitations put in place.</i>			
Businesses Licensed as of 12/31 (includes home-based businesses)	1,860	1,875	2,035

\* projected

# Planning for Our Future

**Strategic Goal 7: Creating Identity** - “We will enhance our identity and visual appearance in order to strengthen our position as a desirable residential community, as a major business center and as the hospitality hub of the region.”

## What we do to create identity:

	2019	2020	2021*
Facebook Posts	1,057	958	910
<i>Social media is one way our residents can directly connect and interact with the city</i>			
Cultural Arts Events	9	7	7
<i>These events can attract people from throughout the region &amp; promote cultural awareness</i>			
Maryland Heights Night Out Block Parties	21	0	26
<i>Maryland Heights Night Out is a community-wide civic engagement effort focused around block parties that encourage neighborly communication and interaction with public officials. This event was modified in 2020 to not include block parties due to COVID-19.</i>			
Trees Maintained	1,274	1,147	1,300
<i>Maintaining the urban canopy improves the environment and appearance in the City.</i>			
Concrete Pavement Replaced (square yards of concrete)	840	763	1,000
<i>Pavement replacement keeps city streets in good condition</i>			

## Outcomes we track:

	2019	2020	2021*
Visits to the City Website	228,348	228,225	228,300
Total Senior Lunch Attendance	1,041	205	175
<i>Senior luncheons were suspended due to COVID-19 and associated social distancing protocols and gathering size restrictions.</i>			
Aquaport Attendance	46,756	0	41,564
<i>Aquaport did not open for the 2020 season due to remodeling construction.</i>			
Total Number of New Facebook “Likes” (Parks and Recreation Page)	649	563	373

\* projected

# Major Budget Policies

## Annual Budget

The budget is intended to present a complete financial plan for the coming budget year and includes the following information:

1. A budget message describing the important features of the budget and major changes from the preceding year;
2. Estimated revenues to be received from all sources for the budget year with a comparative statement of actual or estimated revenues for the preceding two years, itemized by year, fund and source;
3. Proposed expenditures for each department, office, and other classification for the budget year, together with a comparative statement of actual or estimated expenditures for the preceding two years, itemized by year, fund, activity and object of expenditure;
4. The amount required for the payment of interest, amortization, and redemption charges on any debt of the City;
5. A general budget summary. (RSMO 67.010)

## Balanced Budget

The proposed budget and any revised budget must conform to the statutory requirement that the total proposed expenditures from any fund shall not exceed the estimated revenues to be received, including debt issuances, transfers from other funds, and advances from other funds plus any unencumbered balance or less any deficit estimated for the beginning of the budget year. (RSMO 67.010)

## Budget Officer

The City Administrator is the designated Budget Officer charged with preparing a proposed budget for submission to the City Council. (RSMO 67.020, Ord. 3759)

## Fiscal Year

The City's fiscal year begins January 1 and runs through December 31. (Ord. 3759)

## Accounting, Auditing and Reporting

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity with self-balancing accounts that

comprise its assets, liabilities, equity, revenues, and expenditures.

The City's budget consists of 14 distinct funds, all of which are in the governmental fund category. The City's funds fall within four fund types:

### *General (2)*

General and Reserve Funds

### *Special Revenue (10)*

Streetlight, Parks, Tourism, Sewer Lateral, Dorsett TIF, Westport Plaza TIF, Police Training, Police Forfeiture, American Rescue Plan, Beautification Funds

### *Debt Service (1)*

Community Center Debt Service Fund

### *Capital Projects (1)*

Capital Improvement Fund

The City maintains its records and presents fund financial statements on the modified accrual basis of accounting: revenues are recorded when susceptible to accrual, i.e. measurable and available. Available means collectable within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the liability is incurred.

The budget for all funds is prepared on the modified accrual basis, except that encumbrances are reflected as expenditures and market value adjustments for investments held in the General Fund are not recorded.

The City accounts for advances between funds as an asset in the fund providing the advance and as a liability in the fund receiving the advance. For budgetary purposes, any advance received is treated as a source of funding and an advance provided to another fund is not considered as available until repaid. Repayments increase the fund balance of the fund that receives repayment.

An independent audit of all funds is performed annually. (Ord. 3759) The City produces annual financial statements in accordance with U.S. Generally Accepted Accounting Principles (GAAP).

# Major Budget Policies

## Other City Funds

The following city funds are not included in the 2022 budget:

- Trust and agency — a custodial fund to account for court bonds and escrow deposits made for certain development projects. This fund is unavailable to finance city services.
- Retiree Health Plan — an OPEB fund used to fund eligible retirees' health insurance benefits.
- Ice Arena — an enterprise fund established in 2018 pursuant to various agreements with the Legacy Ice Foundation to construct and operate a multi-purpose sports and entertainment facility. The facility opened in 2019. (See “Ice Arena” in this introductory section.)

## Level of Control

The City Council exercises control at the program level. Capital improvements are controlled at the project level. (Ord. 3759)

## Budget Transfers

Transfers within the budget may be made as follows:

- Heads of departments may transfer within a program with the approval of the City Administrator. (Ord. 3759)
- Heads of departments may make transfers between programs within their departmental budget up to \$12,000 with prior approval from the Finance Director and City Administrator (Ord. 3759)
- Transfers in excess of the above limits, transfers between departments, transfers between funds and transfers from contingency require majority approval of the City Council (Ord. 3759)

## Budget Revisions

Budget revisions must be approved by a majority vote of the City Council. (Ord. 3759) Such revisions are subject to the balanced budget requirement. (RSMO 67.030)

## Rebudgeting

To accommodate the potential changes in city revenues and demand for services, as well as provide for greater flexibility in the budgetary process, the City Council reviews the budget at mid-year to make any necessary adjustments or corrections.

## Capital Expenditures

The City considers the expenditure of \$5,000 or more on an item that has an expected life of over one year to be a capital asset for purposes of classification of expenditure.

## Capital Improvement Plan (CIP)

Annually, the City updates its five-year Capital Improvement Plan (CIP) and makes all capital investments costing over \$100,000 in accordance with the plan. The City's CIP includes a funding plan. City funds provide financing of capital improvements (see below).

### *Capital Improvement Fund*

Funds infrastructure and facility projects not designated in another fund.

### *Streetlight Fund*

Funds projects related to lighting city streets including new installations, replacements and upgrading of poles and fixtures.

### *Parks Fund*

Funds major improvements and acquisition of parks facilities including playgrounds, the aquatic park, and related buildings, parking areas, pavilions and restrooms.

## Debt

The State of Missouri authorizes cities to incur indebtedness in an amount up to 10% of the assessed value of taxable property by citizen vote to issue general obligation debt. In 2022, this would allow the City to borrow (with voter approval) about \$100 million. No debt is currently issued or authorized under this limitation.

The City has adopted a policy (Resolution 2014-1151) that establishes the parameters of issuing long-term debt.

In 2015, the City issued \$15 million in “certificates of participation” to fund 50% of the construction cost of a new community center (see “Community Center Construction and Financing”). The certificates do not

# Major Budget Policies

constitute an indebtedness of the City within the meaning of any constitutional or statutory restriction.

In 2020, the City issued \$20,640,000 of Tax Increment Financing (TIF) and Special District Revenue Bonds to finance eligible redevelopment costs in the Westport Plaza Redevelopment Area. The Series 2020 Bonds were issued pursuant to the TIF Act for the purpose of refunding notes previously issued, funding a debt service reserve and paying issuance costs. The debt service is payable from proceeds of the bonds and certain revenues generated within the district. These bonds do not constitute an indebtedness within the meaning of any constitutional or statutory limitation.

See “Ice Arena” in this section for information on the governmental obligations of the debt issuance for the Centene Community Ice Center. See Appendix for debt service schedule.

## Gaming Tax Revenues

The City receives 22% of its total revenues from taxes generated by a casino located within the City. From 2015 to 2019, the City used 70% of gaming taxes to fund general services and 30% to finance certain capital improvements (Resolution 2014-1156). In response to the financial impacts of COVID-19, the City Council adopted Resolution 2020-1310 which directs all gaming taxes received in 2020 and 2021 to be distributed to the General Fund.

For 2022, distribution of gaming taxes reverts back to the previous policy of 70% to the General Fund and 30% to the Capital Improvements Fund (Resolution 2014-1156).

## Reserve Fund

The purpose of the Reserve Fund is to provide resources to other city funds to avoid deficits, maintain sufficient funds for cash flow needs of all city funds in order to minimize external borrowing, and provide for unanticipated expenditures or revenue shortfalls.

1. Any unencumbered budgetary balance existing in the General Fund at the end of a fiscal year shall be transferred to the Reserve Fund. Likewise, if a deficit balance exists in the General Fund at yearend, a transfer from the Reserve Fund shall

be made to offset the negative fund balance. The 2022 budget projects \$876,754 will be transferred to reserves.

2. If any city fund other than the General Fund has a negative fund balance at the end of the fiscal year, a transfer or advance from the Reserve Fund shall be made to avoid any deficit. If the Council determines that the fund will repay the funds from future years’ resources, an advance shall be made. If the Council determines that there will be no repayment, a transfer shall be made.
3. Subject to appropriation, the City has agreed to transfer up to \$625,000 a year to the Ice Center Fund to replenish the Debt Service Reserve Fund of the Series 2018 A bonds issued to finance the facility. (See “Ice Arena” and “Operating Transfers (4)” in this introductory section.)

The City strives to maintain a fund balance in the Reserve Fund equal to seventy-five percent (75%) of annual expenditures of the General Fund. The 2022 budget projects a year-end Reserve Fund balance of \$25 million, which equates to 100% of 2022 General Fund budgeted expenditures (\$25 million). (Resolution 2014-1155; Ordinance 2014-3932)



*St. Louis Music Park, an outdoor space that transitions from outdoor skating rink to music venue, celebrated its first full season of performances after COVID-19 canceled their 2020 season.*

# Major Budget Policies

## Operating Transfers

There will be six operating budget transfers in 2022.

1. General Fund budgeted revenues for 2022 plus other transfers in exceed expenditures by \$876,754. The amount will be transferred to the Reserve Fund.
2. The Park Fund will transfer \$985,000 to the Community Center Debt Service Fund to provide for financing obligations in 2022 on the long-term debt.
3. The Park Fund will annually transfer funds to General Fund to offset a part of the administrative costs contained in the General Fund related to parks and recreation activities. The General Fund expenditures include centralized costs for property and liability insurance, human resources, legal services, and financial and accounting costs. The allocation to the Park Fund is computed as the fund's pro-rata share of the administrative costs based on the percentage of total city salaries expended in the Park Fund. The transfer shall equal \$100,000 or the amount derived in this formula, whichever is lower.
4. As detailed in "Ice Arena" in this Introductory Section, the City has agreed, subject to annual appropriation, to transfer up to \$625,000 per year to The Ice Arena Fund to replenish any needed use of the Debt Service Reserve on the Series 2018A bonds issued to construct the facility. The 2022 budget provides for a transfer from the Reserve Fund to the Ice Arena Fund. The transfer will occur only if needed under the provisions of the financing agreement.
5. Pursuant to a financing agreement, the City will transfer \$175,000 in 2022 to the Ice Center Fund. (See Ice Center Fund in these policies.)
6. A special revenue fund was established in 2021 (Ord 2021-4623) to account for the proceeds and uses of federal assistance received from the American Rescue Plan Act of 2021. The 2022 budget includes a transfer of \$3.3 million from the American Rescue Plan Fund to the General Fund to cover estimates of eligible general government expenditures (see "American Rescue Plan").

The 2022 budget estimates total salaries (all funds) of \$16 million of which \$3 million is in the Park Fund. Therefore, the percent of total city wages in Park Fund is 19%. The total cost of administrative services in the General Fund as listed below is \$2.8 million. The Park Fund share as provided in the formula is \$2.8 million times 19%, or \$536,000. The amount of the transfer for 2022 is limited to \$100,000.

### 2022 General Fund Administrative Expenditures (in thousands)

Property & Casualty Insurance	\$530
Legal	100
Finance & Accounting	633
Information Technology	1,195
Human Resources	366
<b>Total</b>	<b>\$2,824</b>
Park Fund Share (19%)	<u>\$536</u>

## Contingency

In the event of unanticipated needs as a result of litigation, grant-matching, natural disasters, revenue shortfalls, etc., the City has resources to address the situation. Most of the individual funds have unappropriated fund balances that can be utilized. In the event that unforeseen events result in a fund deficit, the Reserve Fund provides advances or transfers to other funds (see Advances). (Ordinance 3426)

## Fund Balances

The City's budgetary fund balances will total \$32.9 million at the end of 2022, a decrease of \$1.5 million from the end of 2022.

The decrease is the result of using accumulated balances in the Capital Improvement fund for specific capital projects.

# Major Budget Policies

## Advances

The Reserve Fund provides advances to funds that have temporary deficits that are expected to repay the fund from future years' resources. Capital projects that are funded from the receipts of gaming taxes may need advances to prevent external borrowing for the financing of improvements.

Advances are treated as transfers of fund balance. Therefore, a fund receiving a transfer can utilize the funds for budgetary purposes. A fund making the advance (Reserve Fund) experiences a reduction in budgetary fund balance until the advancement is repaid. This ensures that advances do not exceed current available resources.

## Investments

The City invests public funds in a manner that provides the highest investment return with maximum security while meeting daily cash flow demands and conforming to all state and local statutes governing the investment of public funds. (RSMO 30.950, Resolutions 2008-942, 2009-1017, 2013-1113 and 2014-1136)

## Unencumbered Funds

Unencumbered appropriations lapse at year-end.

## Parks and Recreation Funding

Since 1996, the City has levied a sales tax of one-half cent to fund parks and stormwater activities. Beginning in 2015, the City distributes 100% of the sales tax to the Parks Fund. (Resolution 2014-1156)

In addition to the sales tax, revenues from recreation program fees, grants, and donations are received by the Parks Fund. Resources in the Parks Fund are used to pay the costs associated with parks and recreation facilities and programs included in the department's budget. Further, the Parks Fund annually transfers funds to the Community Center Debt Service Fund equal to the principal and interest obligations due and the General Fund for administrative support. (See "Operating Transfer" in this section.)

The Capital Improvement Plan for 2022 through 2026 utilizes the revenues and fund balance of the Parks Fund

to invest in expansion, renovations and improvements to recreation facilities.

In 2022, the City anticipates receiving \$1.6 million in grants and donations to invest in a sustainability project. This project includes developing a five acre site with greenhouses, community gardens and a classroom space to teach visitors the importance of sustainability, renewable resources, recycling and more. Through grants and donations, the construction will not impact the overall fund balance in 2022.



*Classroom space located within the sustainability project's interpretive center will provide an opportunity for students to learn about sustainability, renewable resources, recycling and more.*

## Ice Arena

In 2018, the City entered into various agreements to finance, construct and operate a new 277,000 square foot multi-purpose ice complex. Construction began in late summer of 2018; the facility opened in September of 2019. Pursuant to an operating agreement with the City, the St. Louis Legacy Ice Foundation ("Operator") will manage all aspects of the Ice Arena. An Operating Committee established by the Operator, which the City has the right to appoint a majority of the members, will provide oversight and make specified decisions with respect to the facility.

# Major Budget Policies

The Ice Arena Fund is an Enterprise Fund of the City and is included in the Comprehensive Annual Financial Report for the City's fiscal period ending each December 31; however, the "Operating Year" of the facility begins on September 1 and ends the following August 31 to coincide with ice sport activities. On or before July 1 of each year the Operator shall submit to the committee an Annual Plan budget for the succeeding year that includes an Operating Budget.

As explained below in detail, the City's annual obligation from governmental funds, subject to appropriation each year, consists of two separate commitments:

## 1. Annual payments that include the City's use of the facility

Pursuant to a financing agreement between the City, the St. Louis Legacy Ice Foundation and the St. Louis Ice Center Community Improvement District to issue \$55.5 million in revenue bonds, the City will make annual payments.

The 2022 budget provides for a transfer of \$175,000 from the Park Fund to the Ice Arena Fund to satisfy the commitment that also includes recreational use of the facility by the Parks and Recreation Department for programming time and special events.

## 2. Backstop to the Debt Service

The financing agreement also provides that the City, subject to appropriation by the City Council, in the event of shortfalls, to provide up to \$625,000 in additional annual payments to replenish the debt service reserve of the Series 2018A bonds. **The 2022 budget includes a transfer of \$625,000 from the Reserve Fund to the Ice Arena Fund in the event this "backstop payment" is necessary.**

## Public Safety Sales Tax

In 2017, St Louis County voters approved a half-cent sales tax to provide for public safety. The County receives 37.5% of the proceeds. The remaining 62.5% is distributed based on population to the municipalities and the County (based on the population of the County's unincorporated areas). The City accounts for the sales tax separately from other revenues and expects \$1.45

million from this source in 2022. Among other public safety efforts, the City's police department has a 2022 General Fund budget of \$12 million; in 2017, the last year prior to the passage of the tax, the City expended \$10.6 million on police activities. Personnel costs in the police department are \$1.3 million higher in the 2022 budget than 2017.

## Pay Plan

In 2018, the City implemented a market-based pay plan for all City employees. The City has identified peer cities which offer similar jobs and have resources available to compensate employees among the highest in the regional area. The City identifies where they wish to rank among the group of comparator cities and will periodically adjust the pay scale accordingly. No adjustments were made to the pay scale during 2021; including step increase for non-exempt staff. The 2022 budget includes a 2% market adjustment.

The personnel costs reflect an assumption that full-time positions are filled for the entire year with no turnover. Employees are paid based on 2080 hours per year, twenty-six periods of 80 hours.

## Impact of COVID-19 and Economic Outlook

The 2022 budget was prepared with the assumption that the global pandemic (COVID-19) will continue to impact the City's revenues. The City relies heavily on the hospitality industry including business and leisure travel to generate tax revenues and other fees. The 2022 budget plan uses 2019 as a pre-pandemic base year to calculate revenue estimates. Certain City revenues such as gaming tax, sales tax, and utility tax are more prone to impacts of economic fluctuations.

Specifically, for several years prior to the pandemic, gaming taxes averaged \$10 million annually. The 2022 budget projects a moderate recovery to \$9 million which is 90% of the base year of 2019.

In 2022 the City's half-cent sales tax to fund Parks and Recreation is estimated at 90% of pre-pandemic levels. During 2021, half-cent taxes generated 80% of 2019 amounts.

# Major Budget Policies

The 2022 budget anticipates the City’s share of a countywide sales tax to be 94% of levels seen in 2019. Recent months taxes have been trending closer to amounts collected in the same period prior to the pandemic.

Utility taxes rely heavily on commercial activity within the City. As businesses become less subject to health restrictions and return workers to the office, the 2022 budget predicts 91% of pre-pandemic amounts.

The 2022 expenditure budget reflects a return to pre-pandemic service activity with an expected increase of 7.5% (\$2.9 million) over 2021 projections. Travel expenditures related to employee training were drastically reduced in 2021 due to pandemic restrictions and reduced resources are restored in the 2022 budget. Certain capital projects were delayed due to market conditions. The personnel budget reflects a 2% market adjustment for all full-time city staff. Capital expenditures were scrutinized and included only as necessary.

## American Rescue Plan

The City’s share of the American Rescue Plan Act of 2021 is \$5.4 million. This federal assistance provides partial relief of revenue losses incurred by the City of over \$8 million due to the COVID-19 pandemic.

The City established the American Rescue Plan Fund in 2021 to track revenues and eligible uses of grant proceeds. The 2022 budget plan includes use of \$3.3 million of these funds. This amount will be transferred to the General Fund to cover eligible government expenditures for residential trash hauling.

Using this one-time revenue source to offset general government expenditures allows the City time to evaluate the full impact of COVID-19 pandemic on revenues, and identify new revenue streams or cost-cutting measures. Meanwhile, the City will be able to maintain current staffing levels without disruption to service levels.

## Revenues by Source: All Funds (in thousands)

	<b>Actual 2018</b>	<b>Actual 2019</b>	<b>Actual 2020</b>	<b>Estimated 2021</b>	<b>Budget 2022</b>
Gaming Taxes	10,010	9,983	5,704	8,000	9,000
Utility Taxes	6,373	5,537	5,021	4,952	5,060
Sales Taxes	11,075	11,245	9,699	9,365	10,450
Cigarette Taxes	60	57	57	50	50
Road & Bridge	2,184	2,171	2,089	2,110	2,210
Hotel Taxes	372	368	158	220	320
Licenses/Permits	2,041	1,861	1,935	2,188	1,956
Court	1,222	989	495	550	750
Investment Income	920	1,165	630	250	255
Intergovernmental/Donations	1,887	488	2,688	1,777	5,949
Recreation User Fees	2,098	2,177	738	1,423	1,792
Sewer Lateral Tax	373	375	372	375	375
Incremental/Special Districts	5,424	5,626	3,810	3,010	3,010
Other	1,534	312	321	180	180
<b>Total</b>	<b>45,573</b>	<b>42,354</b>	<b>33,717</b>	<b>34,450</b>	<b>41,357</b>

# Major Budget Policies

## Revenue Projections

Total revenue for 2022 is expected to be 20% (\$6.9 million) higher in 2022 than 2021 of which 70% is from one-time revenue sources. The City will use \$3.3 million of federal assistance from the American Rescue Plan during 2022 to offset general government expenditures (refer to “American Rescue Plan” for further details). Additionally, \$1.6 million of grants and donations will be used to cover eligible expenditures related to a capital project.

Other notable increases:

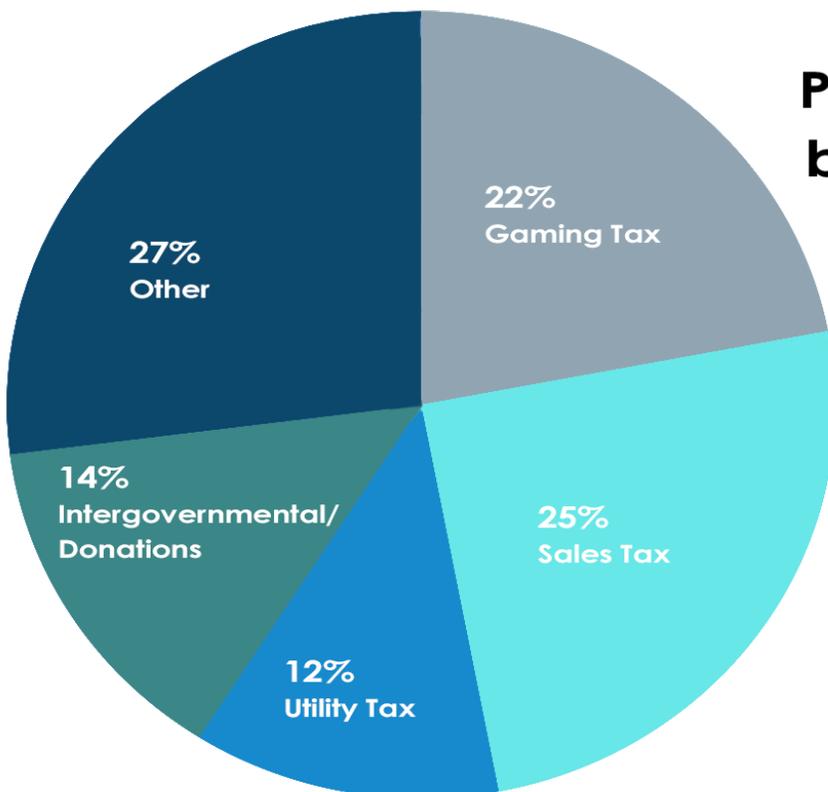
Gaming taxes are expected to be \$1 million higher (12.5%) in 2022 than 2021. Even with the anticipated increase, gaming taxes will be \$1 million less than pre-pandemic levels. Gaming taxes are 22% of 2022 City revenue sources; however, this percentage is lower than a typical year due to an influx of one-time revenue sources.

Sales Taxes are expected to increase 11.5% in 2022 from 2021. This assumes a return to more normal retail activity.

Recreation User Fees are expected to be 26% higher in 2022 compared to 2021. Anticipated increases in demand are expected as health restrictions related to COVID-19 pandemic are lessened. Estimated revenues reflect anticipated higher demand for recreation programs as well as higher activity levels at the newly renovated water park.

In-person court resumed in July 2021 after being virtual due to the pandemic. Court revenues are expected to slowly increase to pre-pandemic levels as backlogs of cases are processed.

Tourism tax will see a 45% in 2022 compared to 2021. Leisure travel increased in 2021. Business travel has been slower to return with many conferences and seminars offered virtually. Business travel is expected to increase in 2022.



### Projected Revenues by Source

# Major Budget Policies

## Budget Presentation Award

The Government Finance Officers Association of the United States and Canada (GFOA) presented its award for Distinguished Budget Presentation to the City of Maryland Heights for the annual budget for the fiscal year beginning January 1, 2021.

To receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications medium.

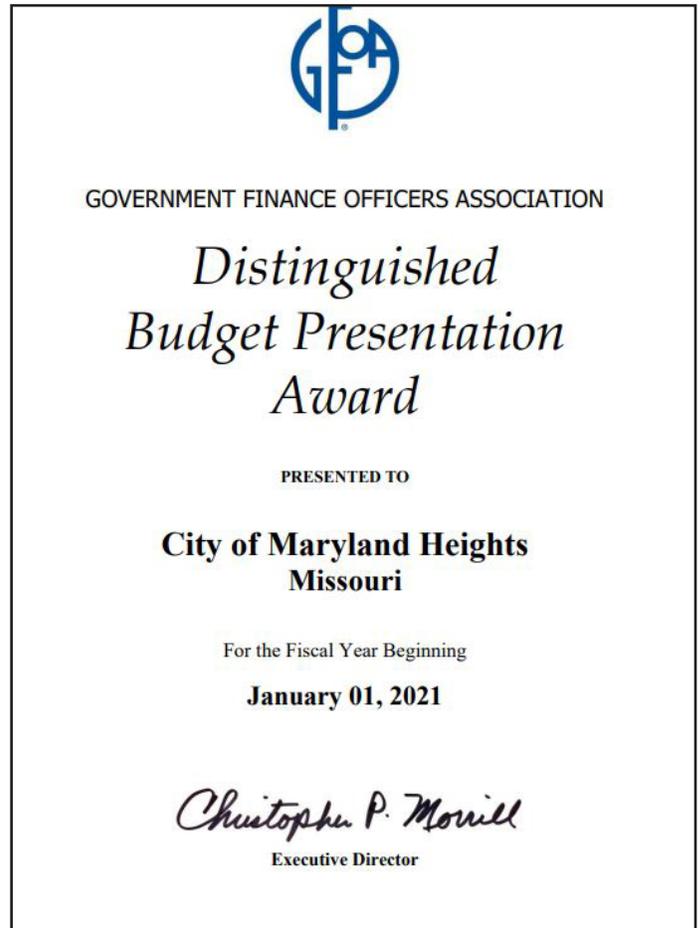
The award is valid for one year only. The City believes its current budget continues to conform to the program requirements and it will be submitted to GFOA for judging of eligibility for another award for fiscal year 2022.

The City has received this award for the last 35 consecutive years.

## Additional Budget Education Resources

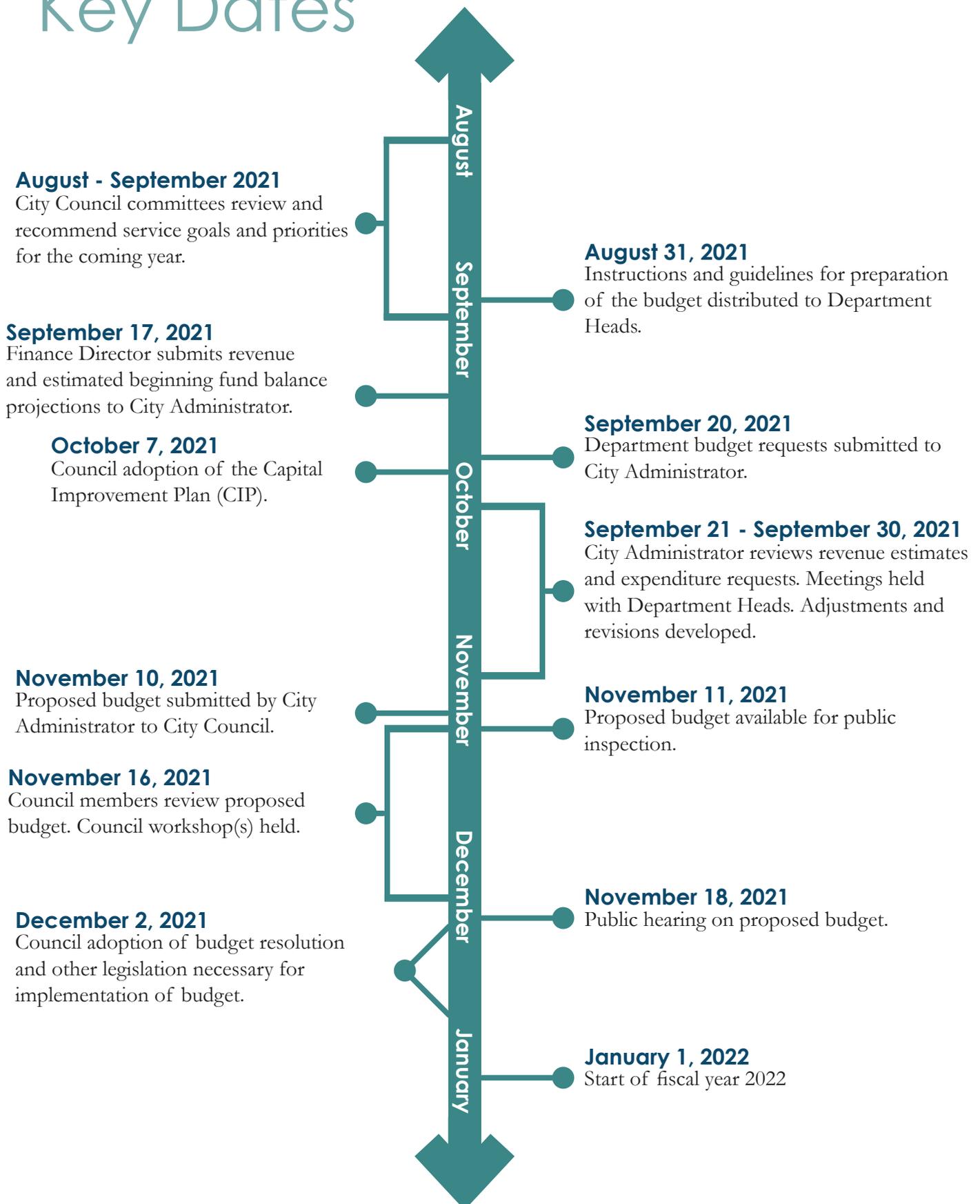
The City of Maryland Heights produces and makes available to the public several documents that provide more financial information. The City's **Comprehensive Annual Financial Report (CAFR)** provides very detailed information about the City's finances in a given year. The City's **Popular Annual Financial Report (PAFR)** provides a summary of the CAFR for a given year and is created to communicate the City's financial position to tax payers in more generalized, easier to consume terms. Additionally, the City produces a **Budget in Brief**, which is a summary of the City's annual budget document and presents information in a layout and language choice that is easier to consume. The current version of all three documents are available at these links:

- [www.marylandheights.com/CAFR](http://www.marylandheights.com/CAFR)
- [www.marylandheights.com/PAFR](http://www.marylandheights.com/PAFR)
- [www.marylandheights.com/BudgetBrief](http://www.marylandheights.com/BudgetBrief)



# 2022 Budget Process

## Key Dates





# Revenues

This section provides a detailed analysis of each major revenue source. All recurring revenues in excess of \$100,000 are included. In total, over 90% of all taxes, fees, user charges, grants, contracts, licenses, assessments, etc. are covered by this section.

Each revenue source has unique characteristics. The starting point for an overall approach is certain assumptions about inflation, population change, and assessed valuation. These factors are weighed along with historical trends, economic forecasts, legislative dynamics, regulatory decisions, weather and foreseeable development within the city.

*Each revenue page is divided into six sections:*

**Legal Authorization**

This is the specific section of the Missouri State Revised Statutes (RSMo) that authorizes the city to levy or receive the revenue and the city ordinance that enacts or levies the tax.

**Account Code**

This is the specific line(s) to which the revenue source is posted in the city's accounting system.

**Description**

This is a brief explanation of the source, rate and calculation of the revenue source. Information on collection and distribution of the revenue is also provided.

**Comments**

This describes what factors were included in the city's analysis of past revenue collection and future forecast.

**Fund Distribution/Revenue Information**

This section either gives a breakdown of components of the revenue or a fund distribution. The past five years' revenue, the current year's estimate and next year's projection are also provided. The bottom part of this section shows the impact this revenue source has on the fund's and the total city's budget.

**Financial Trend**

This is a graphical display of the last five years, current year estimate and next year's budget of the revenue source.

# Gaming Tax

**Legal Authorization**

State Statute: 313.822

City Ordinance: 99-1649

**Account Code:** 410-00

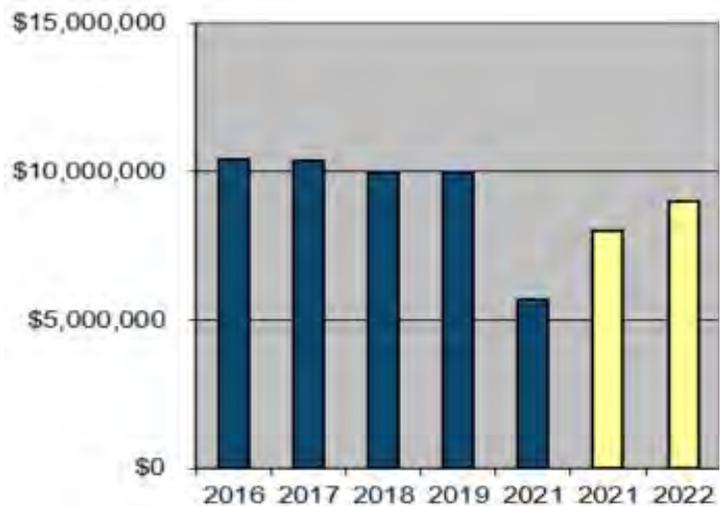
## Description

The City receives a tax of \$1 per casino admission and 2.1% of the net gaming receipts of casino operations at Hollywood Casino. The collection of the taxes and disbursement to the City is administered by the State of Missouri. The City distributes the revenue to funds based on a policy established by Council Resolution.

## Comments

The casino closed in mid-March of 2020 through mid-June due to COVID-19 health concerns. This created a severe impact on revenues. Upon re-opening, revenues continue to be impacted due to restrictions imposed on capacity and indoor dining. The 2022 revenue forecast is based on 90% of 2019 revenue. All gaming tax revenue was distributed to the General Fund in 2020 and 2021 in order to fund operations. In 2022, 70% of gaming tax revenue will be distributed to the General Fund with the remaining 30% to the Capital Improvement Fund.

## Financial Trend



## Fund Distribution

Year	General Fund	Capital Improvement			Total
2016 Actual	7,289,280	3,123,977			10,413,257
2017 Actual	7,271,784	3,116,479			10,388,263
2018 Actual	7,007,287	3,003,123			10,010,410
2019 Actual	6,987,848	2,994,792			9,982,640
2020 Actual	5,704,191	0			5,704,191
2021 Projected	8,000,000	0			8,000,000
2022 Projected	6,300,000	2,700,000			9,000,000
Percent of Funds' 2022 Revenues	27.9%	81%			21.8%

# Half-cent Sales Tax

**Legal Authorization**

State Statute: 644.032

City Ordinance: 94-855

**Account Code:** 413-00

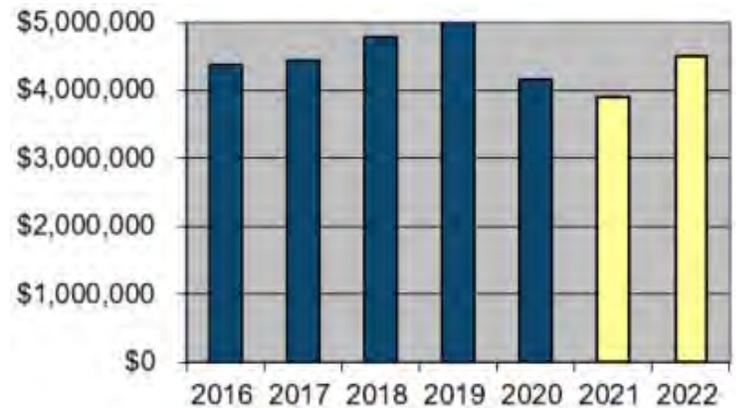
## Description

State law allows municipalities to levy up to one half-cent of sales tax for stormwater control and/or park services. The Missouri Department of Revenue collects and administers all sales tax in the state. Businesses remit on a monthly or quarterly basis in the period following the actual transaction. The state disperses the funds one month after they are collected. Beginning in 2015, all of the tax is distributed to the Parks Fund.

### Comments

The retail sales in Maryland Heights is comprised in large part to business-to-business transactions rather than end consumers. The decline in 2020 and 2021 is related to the economic impact of the COVID-19 pandemic. The 2022 budget is based on moderate recovery to pre-COVID levels.

### Financial Trend



### Fund Distribution

Year	Stormwater Fund	Parks Fund				Total
2016 Actual	0	4,385,332				4,385,332
2017 Actual	0	4,439,567				4,439,567
2018 Actual	0	4,782,525				4,782,525
2019 Actual	0	5,000,792				5,000,792
2020 Actual	0	4,163,097				4,163,097
2021 Projected	0	3,900,000				3,900,000
2022 Projected	0	4,500,000				4,500,000
Percent of Funds' 2022 Revenues		56.8%				10.9%

# County Sales Tax

**Legal Authorization** State Statute: 66.600 - 66.630, 94.857 City Ordinance: n/a **Account Code:** 413-00

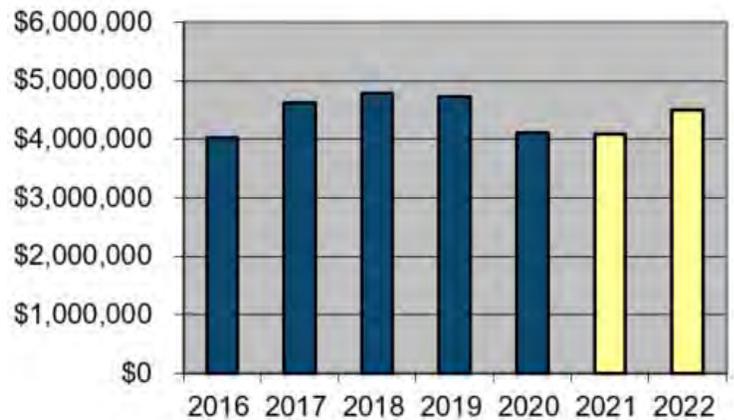
## Description

The City of Maryland Heights receives a share of a county-wide one-percent tax on retail sales. The State of Missouri collects and administers all sales tax in the state. Businesses remit on a monthly or quarterly basis in the period following the actual transaction. The state distributes the funds one month after they are collected. The City's revenue is based on its per-capita share of sales tax generated within the pool of certain cities in St. Louis County and the unincorporated areas of the county.

### Comments

Beginning in 2017, pursuant to Missouri House Bill 1561, a new distribution formula took affect that provides a minimum distribution equal to 50% of the taxes generated within the City. This change increased the City's share by 15%. In 2020 and 2021, the revenue was impacted by economic factors related to the COVID-19 pandemic. The 2022 budget is based a moderate recovery to pre-pandemic levels.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
2016 Actual	4,024,272					4,024,272
2017 Actual	4,620,670					4,620,670
2018 Actual	4,789,043					4,789,043
2019 Actual	4,728,488					4,728,488
2020 Actual	4,106,090					4,106,090
2021 Projected	4,100,000					4,100,000
2022 Projected	4,500,000					4,500,000
Percent of Funds' 2022 Revenues	19.9%					10.9%

# County Sales Tax - Prop P

**Legal Authorization**

State Statute: 67.547

City Ordinance: N/A

**Account Code:** 413-00

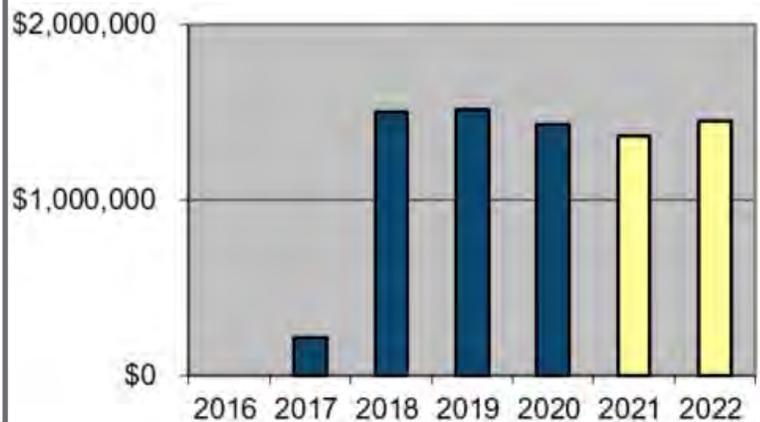
## Description

In April 2017, St. Louis County voters approved a new half-cent sales tax to fund public safety for St. Louis County and each of the municipalities within the County. A portion of the tax revenues will be distributed to cities based on population.

### Comments

The tax took effect in October, 2017. The 2020 and 2021 revenue reflects the economic impact of the COVID-19 on this revenue. The 2022 budget reflects a moderate recovery to pre-pandemic levels.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
2016 Actual	0					0
2017 Actual	211,679					211,679
2018 Actual	1,502,518					1,502,518
2019 Actual	1,516,401					1,516,401
2020 Actual	1,429,749					1,429,749
2021 Projected	1,365,000					1,365,000
2022 Projected	1,450,000					1,450,000
Percent of Funds' 2022 Revenues	6.4%					3.5%

# Utility Tax - Electric

**Legal Authorization**

State Statute: 94.270

City Ordinance: 87-302

**Account Code:** 412-10

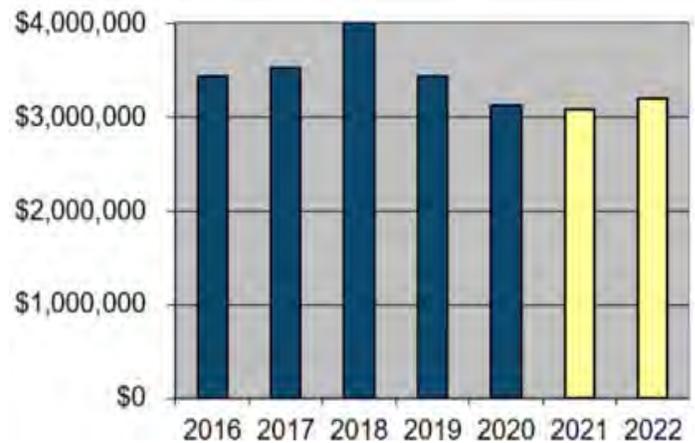
## Description

The City levies a 5.5% gross receipts tax on utilities doing business in the City. Ameren Missouri provides electricity to Maryland Heights. This tax is passed on to its customers by the utility company and remitted to the City each subsequent month. The City distributes the tax to the General Fund (5%) and the Streetlight Fund (0.5%).

### Comments

Utility taxes are susceptible to business activity, climatic conditions, changes in technology, and regulated rates. In 2018, the City received a settlement from litigation of \$206k regarding the applicability of the tax to certain revenues of Ameren. Rates were reduced 6% in 2018 as a result of lower federal corporate taxes. The 2020 and 2021 revenues reflect the impact of the COVID-19 on the economy. The 2022 budget is based on a moderate recovery to pre-pandemic levels.

### Financial Trend



### Fund Distribution

Year	General Fund	Streetlight Fund				Total
2016 Actual	3,123,940	312,394				3,436,334
2017 Actual	3,201,775	320,178				3,521,953
2018 Actual	3,645,913	364,591				4,010,504
2019 Actual	3,112,602	311,260				3,423,862
2020 Actual	2,833,416	283,342				3,116,758
2021 Projected	2,800,000	280,000				3,080,000
2022 Projected	2,900,000	290,000				3,190,000
Percent of Funds' 2022 Revenues	12.8%	63.0%				7.7%

# Interest on Investments

**Legal Authorization**

State Statute: n/a

City Resolution: 2014-1136

**Account Code:** 457-00

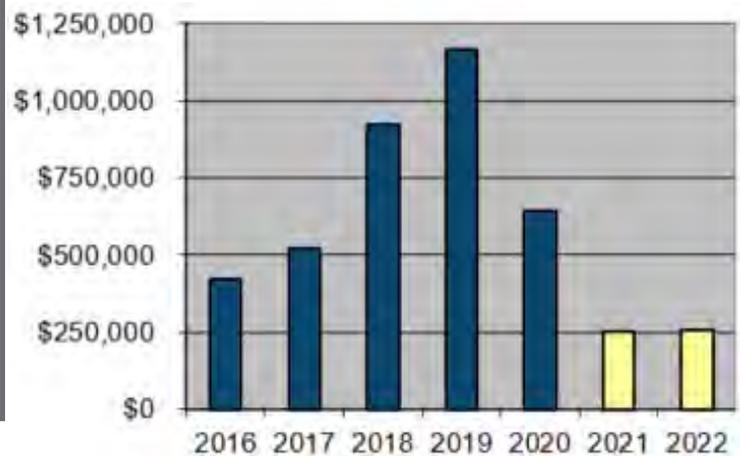
## Description

Pursuant to city policy, the City invests in approved instruments to maximize return while ensuring the safety of principal. Council Resolution 2008-942, as revised by Resolutions 2009-1017, 2013-1113 and 2014-1136, provides detail regarding the investment policy of the City. All interest goes to the General Fund except amounts that must go to other funds due to legal restrictions.

### Comments

Significant uses of Reserve funds in 2016 (\$15 million) to finance about 50% of the cost of a new community center and in 2018-2020 to the Ice Center project (\$12 million) have reduced funds available for investments. Interest rates on eligible investments plunged in 2020 and are not expected to increase in the foreseeable future.

### Financial Trend



### Fund Distribution

Year	General Fund	Forfeiture Fund	South Heights TIF	Westport Plaza TIF	Total
2016 Actual	418,673	3,621			422,294
2017 Actual	508,915	2,514	11,868		523,297
2018 Actual	894,200	9,827	16,505		920,532
2019 Actual	1,088,586	9,792		67,196	1,165,574
2020 Actual	624,344	6,490		8,830	639,664
2021 Projected	250,000				250,000
2022 Projected	255,000				255,000
Percent of Funds' 2022 Revenues	1.1%				0.6%

# Court Fees and Fines

**Legal Authorization** State Statute: 479.050, 479.260 Municipal Code Chapter 16 **Account Code:** 472-00  
472-01  
472-02

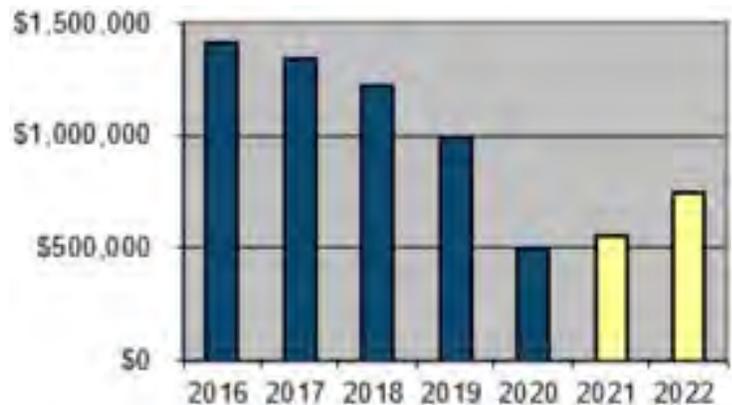
## Description

This revenue includes fines levied by the Maryland Heights Municipal Judge in the adjudication of tickets and citations issued by the Maryland Heights Police and Code Enforcement Officers. All collection efforts are made by the Municipal Court of the City of Maryland Heights.

### Comments

The State of Missouri enacted legislation in 2015 that has resulted in a reduction in revenues collected through the municipal court. The COVID-19 virus impacted traffic violations and Court revenues in 2020. Revenues remained low into 2021 with court being virtual through half of 2021. 2022 budget reflects a moderate recovery to pre-pandemic levels.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
2016 Actual	1,407,828					1,407,828
2017 Actual	1,339,620					1,339,620
2018 Actual	1,221,765					1,221,765
2019 Actual	988,627					988,627
2020 Actual	494,807					494,807
2021 Projected	550,000					550,000
2022 Projected	750,000					750,000
Percent of Funds' 2022 Revenues	3.3%					1.8%

# Building Permit Revenue

**Legal Authorization**      State Statute: 77.500, 67.280    City Ordinance: 2017-4295    **Account Code:** 460-03

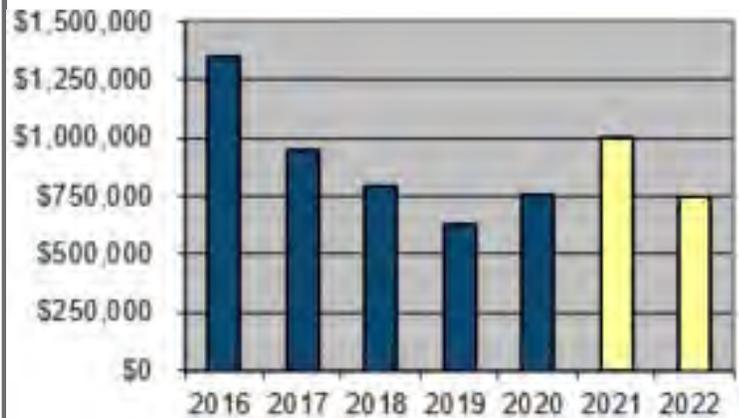
## Description

The City issues building permits for construction and remodeling within its boundaries. The fee is calculated on a sliding scale based on the value of construction and is collected by the City at the time of application.

### Comments

The revenue is susceptible to construction activity particularly in the commercial area. Several large projects occurred in 2016. Several large construction projects are anticipated in 2021. The 2022 estimate is based on a return to a more “normal” activity level along with an increase due to the adoption of a residential mechanical, electric and plumbing permitting and inspections program.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
2016 Actual	1,344,975					1,344,975
2017 Actual	944,498					944,498
2018 Actual	793,295					793,295
2019 Actual	627,599					627,599
2020 Actual	755,250					755,250
2021 Projected	1,000,000					1,000,000
2022 Projected	750,000					750,000
Percent of Funds' 2022 Revenues	3.3%					1.8%

# County Road Refund

**Legal Authorization**

State Statute: n/a

City Ordinance: n/a

**Account Code:** 415-02

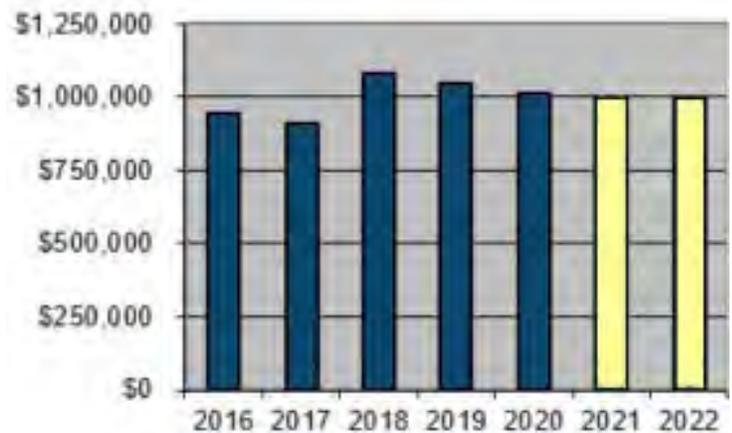
## Description

St. Louis County levies a property tax for municipal street maintenance. The County allocates the proceeds to municipalities at \$0.105 per \$100 of assessed valuation. The county road refund must be used for road and bridge maintenance.

### Comments

This tax is impacted by the change in assessed valuation of the City and the tax rate levied by St. Louis County.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
2016 Actual	941,290					941,290
2017 Actual	911,042					911,042
2018 Actual	1,078,277					1,078,277
2019 Actual	1,049,932					1,049,932
2020 Actual	1,011,439					1,011,439
2021 Projected	1,000,000					1,000,000
2022 Projected	1,000,000					1,000,000
Percent of Funds' 2022 Revenues	4.4%					2.4%

# Utility Tax - Gas

**Legal Authorization**

State Statute: 94.270

City Ordinance: 87-302

**Account Code:** 412-20

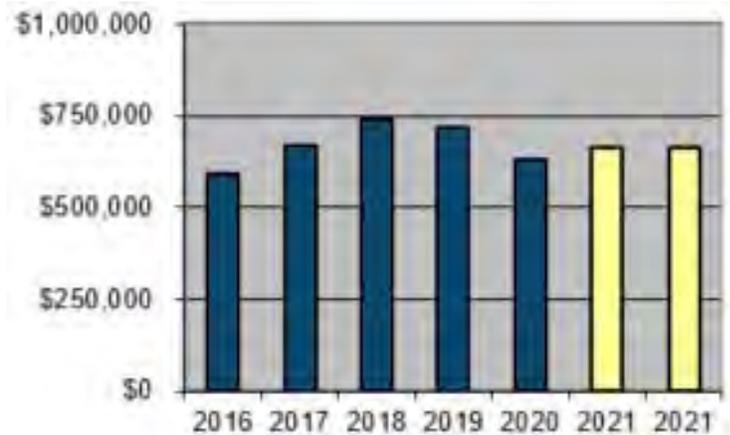
## Description

The City levies a 5.5% gross receipts tax on utilities doing business in the City. Spire (formerly Laclede Gas) provides gas utility to Maryland Heights. This tax is passed on to its customers by the utility company and remitted to the City each subsequent month. The City distributes the tax to the General Fund (5%) and the Streetlight Fund (0.5%).

## Comments

About 60% to 70% of a customer's natural gas bill reflects the cost of natural gas from wholesale suppliers that is not subject to regulation by the Missouri Public Service Commission. Therefore, climate and the market price of natural gas are the major components of this revenue source.

## Financial Trend



## Fund Distribution

Year	General Fund	Streetlight Fund				Total
2016 Actual	536,772	53,677				590,449
2017 Actual	608,391	60,839				669,230
2018 Actual	670,895	67,090				737,985
2019 Actual	653,034	65,303				718,337
2020 Actual	571,939	57,194				629,133
2021 Projected	600,000	60,000				660,000
2022 Projected	600,000	60,000				660,000
Percent of Funds' 2022 Revenues	2.7%	13.0%				1.6%

# Motor Fuel Tax

**Legal Authorization**

State Statute: 142.345

City Ordinance: n/a

**Account Code:** 415-00

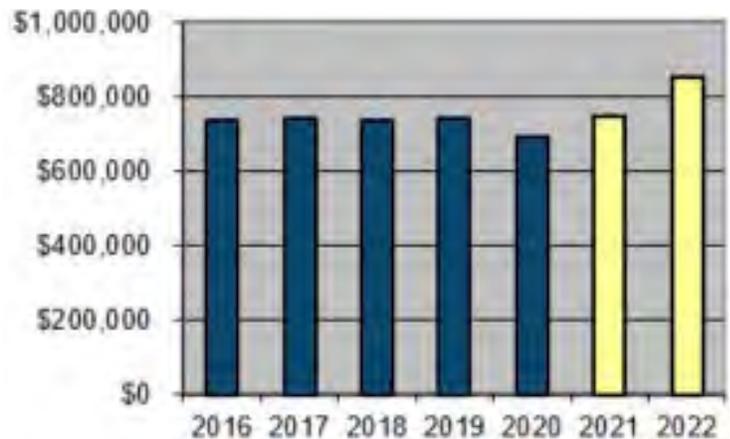
## Description

The State of Missouri imposes and collects a \$0.17 per gallon tax on motor fuel. The state distributes the proceeds to municipalities and counties according to the City's ratio of total state population. The state distributes the funds one month after they are collected. Gasoline tax must be used for road and bridge maintenance.

### Comments

The tax is per gallon. Therefore, the change in revenue is a function of usage not fuel price. The other factor is the City's population. The impact on sale of motor fuel was felt in 2020. The State of Missouri approved a graduated increase to fuel tax over five years beginning in October 2021. The 2022 budget includes the anticipated impact of the first year of increase.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
2016 Actual	738,258					738,258
2017 Actual	742,051					742,051
2018 Actual	737,364					737,364
2019 Actual	743,758					743,758
2020 Actual	693,596					693,596
2021 Projected	750,000					750,000
2022 Projected	850,000					850,000
Percent of Funds' 2022 Revenues	3.8%					2.1%

# Utility Tax - Telecommunication

**Legal Authorization**

State Statute: 94.270

City Ordinance: 87-302

**Account Code:** 412-30  
412-31

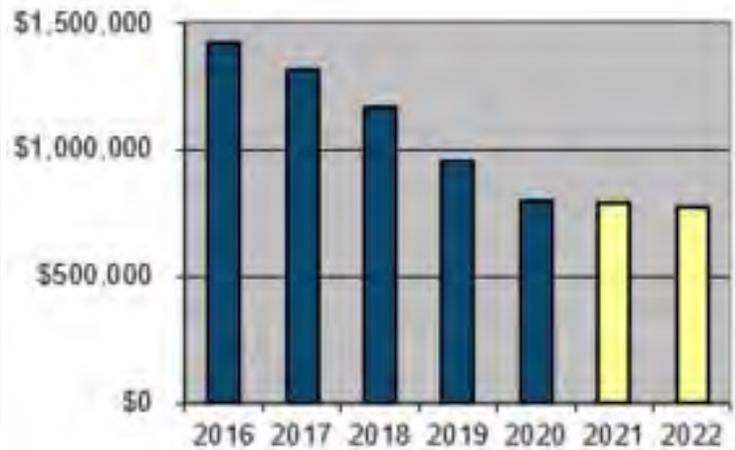
## Description

The City levies a 5.5% gross receipts tax on utilities doing business in the City. Multiple telephone companies provide service to Maryland Heights. This tax is passed on to its customers by the utility company and remitted to the City each subsequent month. The City distributes the tax to the General Fund (5%) and the Streetlight Fund (0.5%).

## Comments

Continued legislation, litigation, change in technology and consumer behavior continue to cast an uncertain future on this revenue source. Revenues have been adversely impacted by the global pandemic.

## Financial Trend



## Fund Distribution

Year	General Fund	Streetlight Fund				Total
2016 Actual	1,294,905	129,697				1,424,602
2017 Actual	1,193,654	119,365				1,313,019
2018 Actual	1,057,206	105,721				1,162,927
2019 Actual	868,197	86,820				955,017
2020 Actual	727,244	72,724				799,968
2021 Projected	720,000	72,000				792,000
2022 Projected	700,000	70,000				770,000
Percent of Funds' 2022 Revenues	3.1%	15.2%				1.9%

# Business License Fees

**Legal Authorization**

State Statute: 94.270

City Ordinance: 2004-2447

**Account Code:** 451-00

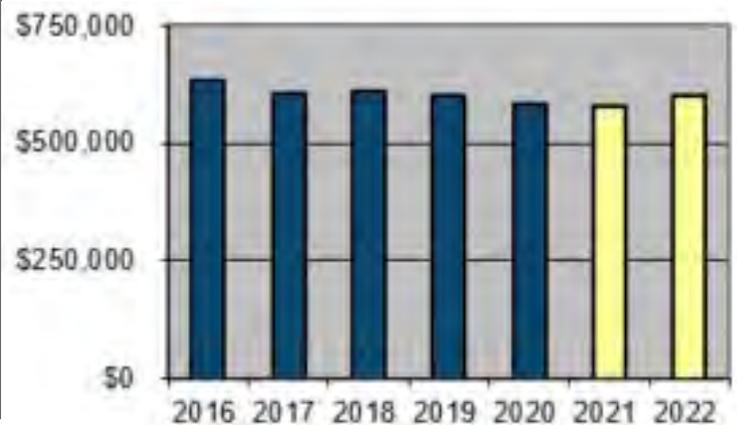
## Description

The City charges all businesses located within Maryland Heights a license fee of \$0.02 per square foot of occupied space (minimum \$25). The City also collects a fee for liquor sales, vending machines, cell towers and solicitors. All fees are collected annually.

### Comments

Change in this revenue source is based on commercial growth and occupancy rates.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
2016 Actual	632,036					632,036
2017 Actual	605,584					605,584
2018 Actual	609,583					609,583
2019 Actual	601,060					601,060
2020 Actual	583,223					583,223
2021 Projected	580,000					580,000
2022 Projected	600,000					600,000
Percent of Funds' 2022 Revenues	2.7%					1.5%

# Occupancy Permits

**Legal Authorization** State Statute: 77.500, 67.280 City Ordinance: 2013-3697 **Account Code:** 460-00, 460-01, 460-02

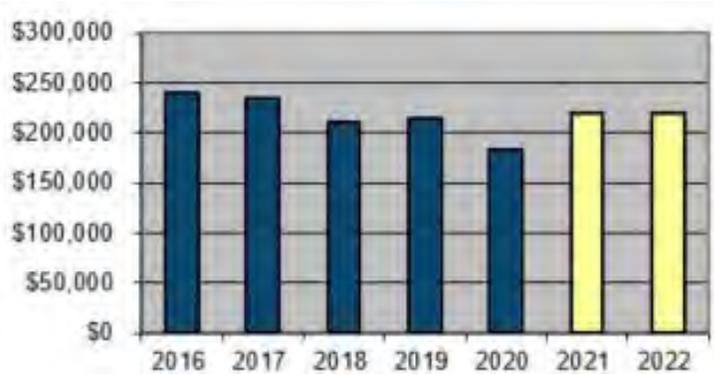
## Description

The City issues certificates of occupancy when a change of ownership or representation of ownership, tenancy or upon the completion of construction activity.

### Comments

Fees were revised in 2013 which have resulted in higher revenues. Single Family residence: \$45, Multi-Family residence: \$50, Commercial: \$5/1,000 square feet, \$60 minimum. 2020 revenues were impacted by COVID as there was less activity in the real estate market. 2021 and 2022 projections assume a return to normal activity.

### Financial Trend



### Revenue Information

Year	Commercial	Multi-Family	Single Family			Total
2016 Actual	28,423	153,920	57,461			239,804
2017 Actual	38,158	147,525	48,870			234,553
2018 Actual	36,809	125,275	49,130			211,214
2019 Actual	29,679	140,840	43,390			213,909
2020 Actual	20,900	116,530	46,676			184,106
2021 Projected	40,000	130,000	50,000			220,000
2022 Projected	40,000	130,000	50,000			220,000
Percent of Funds' 2022 Revenues						1.0%

# Motor Vehicle Sales Tax

**Legal Authorization**

State Statute: 94.560

City Ordinance: n/a

**Account Code:** 415-01

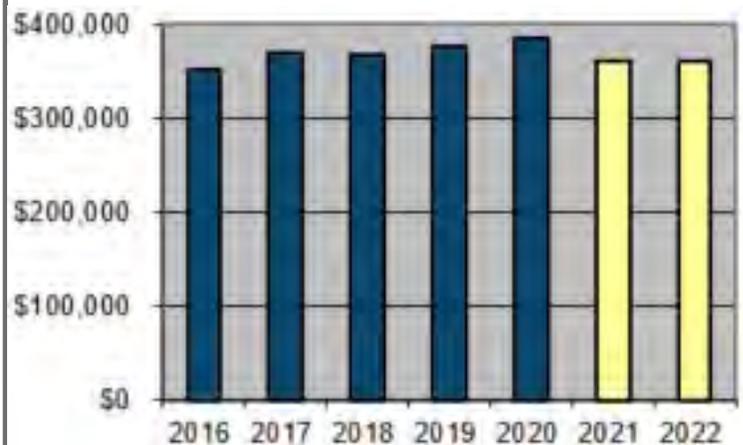
## Description

The State of Missouri imposes fees for operator licenses, vehicle plates and sales tax on motor vehicles. The state distributes the proceeds to municipalities and counties according to the ratio of the state sales tax collected in the entity to the total state sales tax collected in the prior year. The state disperses the funds one month after they are collected. Motor vehicle sales tax must be used for road and bridge maintenance.

### Comments

Very little change in this revenue source is expected.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
2016 Actual	351,969					351,969
2017 Actual	368,894					368,894
2018 Actual	368,779					368,779
2019 Actual	377,400					377,400
2020 Actual	384,424					384,424
2021 Projected	360,000					360,000
2022 Projected	360,000					360,000
Percent of Funds' 2022 Revenues	1.6%					0.9%

# Utility Tax - Water

**Legal Authorization**

State Statute: 94.270

City Ordinance: 87-302

**Account Code:** 412-40

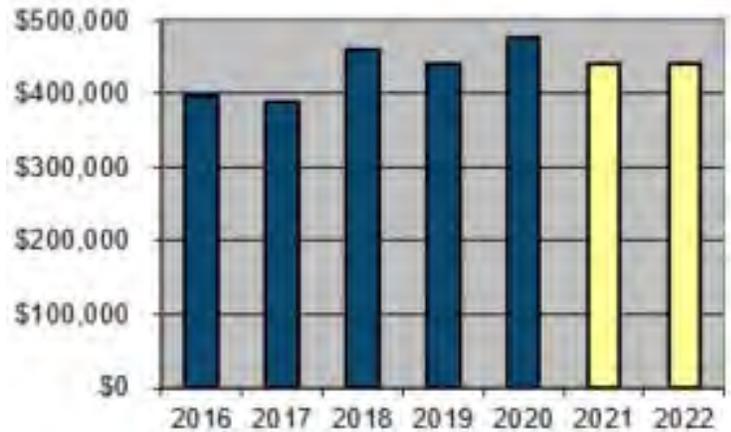
## Description

The City levies a 5.5% gross receipts tax on utilities doing business within its boundaries. Missouri-American Water Company provides water to Maryland Heights. This tax is passed on to customers by the utility company and remitted to the city each subsequent month. The City distributes the tax to the General Fund (5%) and the Streetlight Fund (0.5%).

## Comments

Summer weather and rates approved by the Missouri Public Service Commission are the variables.

## Financial Trend



## Fund Distribution

Year	General Fund	Streetlight Fund				Total
2016 Actual	361,420	36,142				397,562
2017 Actual	352,999	35,300				388,299
2018 Actual	419,183	41,918				461,101
2019 Actual	400,579	40,058				440,637
2020 Actual	432,275	43,227				475,503
2021 Projected	400,000	40,000				440,000
2022 Projected	400,000	40,000				440,000
Percent of Funds' 2022 Revenues	1.8%	8.7%				1.1%

# Cable TV Franchise Fee

**Legal Authorization**

State Statute: 94.270

City Ordinance: 95-896

**Account Code:** 473-00

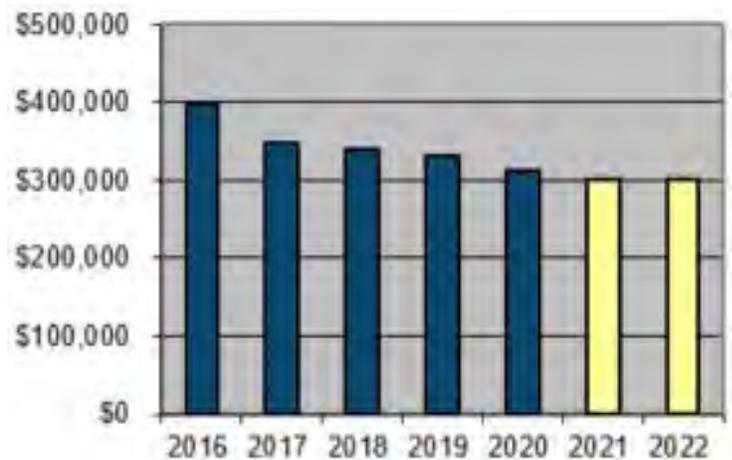
## Description

The two cable companies (Spectrum and Cable America) providing service to the residents of Maryland Heights are required to remit 5% of their gross receipts to the City within 45 days following the end of the quarter for which payment is to be made. Also, AT&T's video service through telecommunication lines are also subject to this fee.

### Comments

The revenue is dependent on rates and usage of cable television and telecommunication systems that deliver video service. Consumer behavior and the availability of streaming services has caused a reduction in taxable revenue.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
2016 Actual	397,243					397,243
2017 Actual	348,185					348,185
2018 Actual	339,269					339,269
2019 Actual	330,934					330,934
2020 Actual	311,157					311,157
2021 Projected	300,000					300,000
2022 Projected	300,000					300,000
Percent of Funds' 2022 Revenues	1.3%					0.7%

# Sewer Lateral Fee

**Legal Authorization**

State Statute: 249-422

City Ordinance: 99-1676

**Account Code:** 411-05

2014-3868

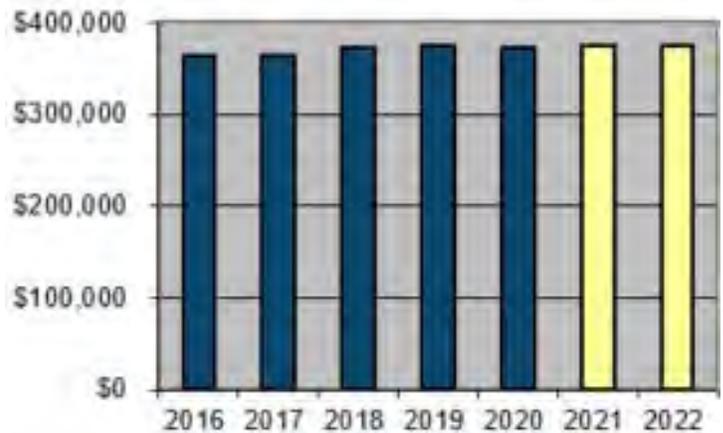
## Description

The City of Maryland Heights receives an annual fee of \$50 per single family residential household to fund a sewer lateral repair program. St. Louis County collects the fee from eligible property owners. In 1999, city voters approved an annual fee of \$28 per residential household to fund a sewer lateral repair program. In 2014, the annual fee was increased by voters to \$50.

## Comments

This revenue is stable (other than the rate increase in 2014), reflecting the small number of new homes built each year in Maryland Heights.

## Financial Trend



## Fund Distribution

Year	Sewer Lateral Fund					Total
2016 Actual	364,314					364,314
2017 Actual	363,857					363,857
2018 Actual	372,772					372,772
2019 Actual	374,853					374,853
2020 Actual	371,985					371,985
2021 Projected	375,000					375,000
2022 Projected	375,000					375,000
Percent of Funds' 2022 Revenues	100.0%					0.9%

# Tourism Tax

**Legal Authorization**

State Statute: 67.1000

City Ordinance: 2006-2817

**Account Code:** 416-00

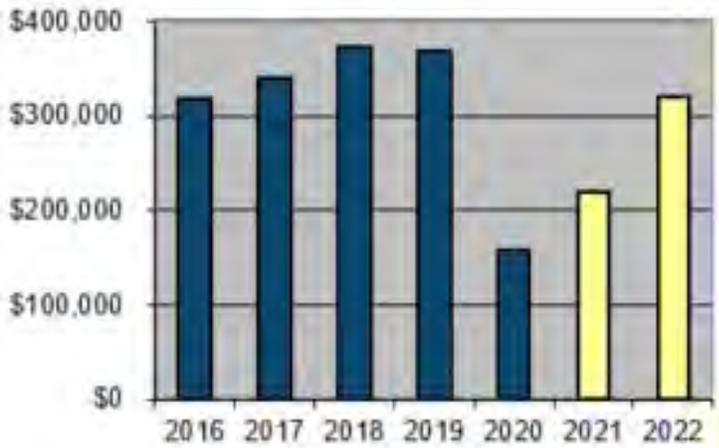
## Description

In 2006, city voters approved a 0.50% tax on hotel and motel rooms within the City for the promotion of tourism. The tax took effect in 2007. There are over 3,800 hotel rooms within Maryland Heights. On a quarterly basis, the tax is remitted directly to the City by the hotels. The St. Louis Convention and Visitors Commission levies an additional 3.75% tax on sleeping rooms to fund a regional effort on promotion of tourism. An additional tax on hotel rooms supports sports facilities in the St. Louis area.

### Comments

Construction of new hotels and the renovation of existing rooms throughout town has had a significant impact on this revenue source since 2015. The COVID-19 pandemic in 2020 has sharply reduced travel and the resulting demand for hotel rooms. 2022 predicts some return to normal activity.

### Financial Trend



### Fund Distribution

Year	Tourism Tax Fund					Total
2016 Actual	316,938					316,938
2017 Actual	339,475					339,475
2018 Actual	371,799					371,799
2019 Actual	367,717					367,717
2020 Actual	158,070					158,070
2021 Projected	220,000					220,000
2022 Projected	320,000					320,000
Percent of Funds' 2022 Revenues	100.00%					0.8%

# Cigarette Tax

**Legal Authorization**

State Statute: 66.350

City Ordinance: n/a

**Account Code:** 414-00

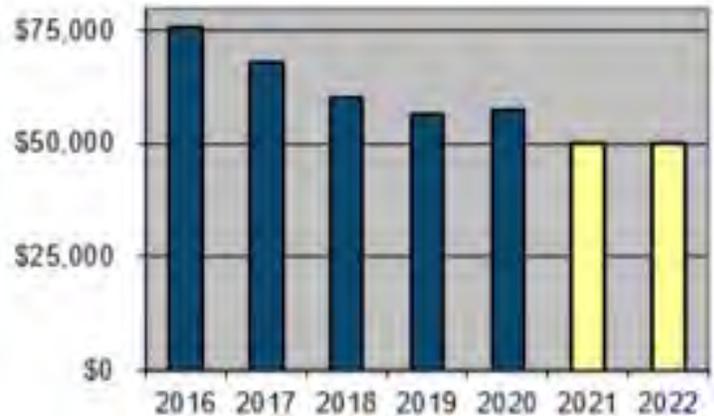
## Description

St. Louis County imposes and collects a \$0.05 per pack tax on cigarettes. The state collects and distributes the proceeds to municipalities and the County according to the ratio of the City's population to the total St. Louis County population. The state disburses the funds one month after they are collected.

### Comments

Sales of cigarettes in St. Louis County have declined slightly. Very little change is expected in the future.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
2016 Actual	75,638					75,638
2017 Actual	67,962					67,962
2018 Actual	60,333					60,333
2019 Actual	56,668					56,668
2020 Actual	57,347					57,347
2021 Projected	50,000					50,000
2022 Projected	50,000					50,000
Percent of Funds' 2022 Revenues	0.2%					0.1%

# Recreation/Community Center Revenue

**Legal Authorization**      State Statute: n/a      City Ordinance: 2016-4124      **Account Code:** 441-00, 441-01 through 441-07, 441-10, 441-17

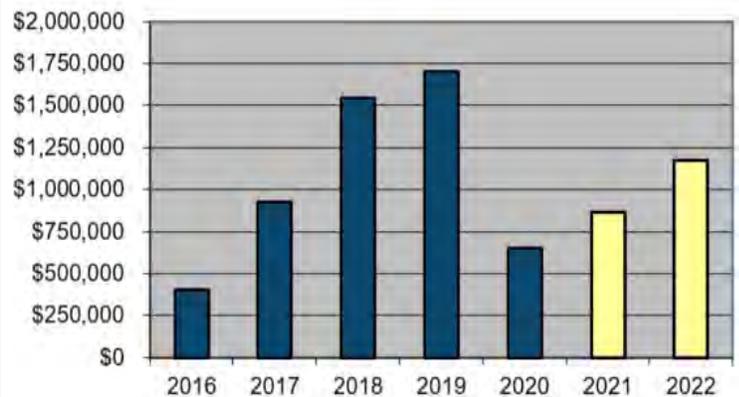
## Description

A new 90,000 square foot community center opened in April 2017 replacing the existing 40,000 square foot building. The new facility allows for expanded recreation, fitness and meeting room capacity and provides indoor aquatics.

### Comments

Revenues from memberships and user fees increased substantially with the opening of the new Community Center in 2017. The facility has been adversely impacted by the COVID-19 pandemic resulting in closure and restrictions on activities. Demand and use of the facility and programs are expected to gradually return to pre-pandemic levels.

### Financial Trend



### Revenue Information

Year	Recreation & Lessons	Memberships & Daily Fees	Room Rentals			Parks Fund Total
2016 Actual	308,275	22,447	72,857			403,579
2017 Actual	339,744	433,886	151,592			925,222
2018 Actual	558,341	760,180	227,412			1,545,933
2019 Actual	641,138	818,543	239,241			1,698,922
2020 Actual	198,028	407,953	44,132			650,113
2021 Projected	326,000	370,000	170,000			866,000
2022 Projected	485,400	520,000	170,000			1,175,400
Percent of Funds' 2022 Revenues	6.1%	6.6%	2.1%			14.8%

# Aquaport Revenue

**Legal Authorization**

State Statute: n/a

City Ordinance: 2008-3123

**Account Code:** 441-02,  
441-11, 441-13, 441-14,  
441-15, 441-16

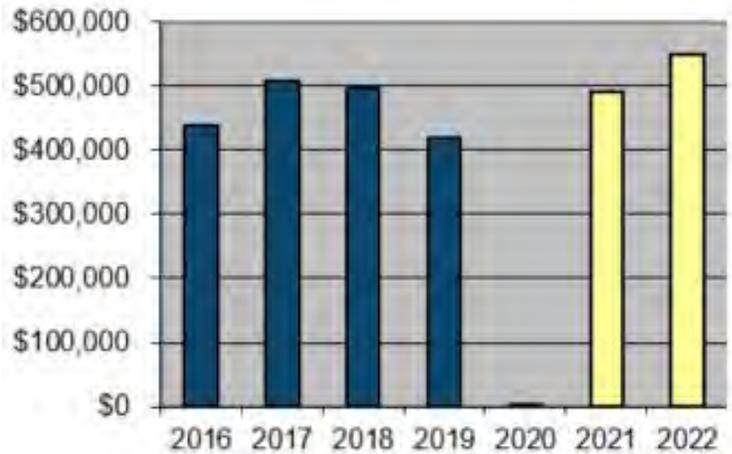
## Description

Aquaport opened in June of 1998. It is a 4.5-acre water park with slides, lazy river, pool deck, young children’s area and concessions. Aquaport is open Memorial Day through Labor Day. Users can either pay a daily admission fee or purchase a season pass.

### Comments

The facility was closed in 2020 due to the COVID-19 pandemic and construction and renovations of the facility. The renovations and added water feature (Flow Rider) are expected to increase revenues and reduce operating costs beginning in 2021.

### Financial Trend



### Revenue Information

Year	Concessions	Facility Use				Parks Fund Total
2016 Actual	90,111	348,989				439,100
2017 Actual	104,361	403,828				508,189
2018 Actual	108,078	388,883				496,961
2019 Actual	92,648	327,568				420,216
2020 Actual	0	2,310				2,310
2021 Projected	130,000	360,000				490,000
2022 Projected	130,000	420,000				550,000
Percent of Funds' 2022 Revenues						6.9%



# Intergovernmental Revenue

The City enters into various service contracts with other governmental agencies and political subdivisions that provide grants and reimbursements of city-incurred costs. These revenues are not considered recurring since they are dependent on programs or projects that may or may not be continued.

## INTERGOVERNMENTAL REVENUE

Annual Budget - 2022

2022 Intergovernmental Revenues		<u>Amount</u>	<u>Fund Total</u>
<b><u>Grant</u></b>	<b><u>Program</u></b>		
MO Dept. of Transportation	Speed Enforcement	8,625	
	DWI Enforcement	3,738	
	Seatbelt Enforcement	5,750	
	Underage Drinking Enforcement	8,050	
St. Louis County Dept. of Health	E-Recycling	12,330	
Mo Safety Center	Traffic Safety	2,000	
Dept. of Justice (DEA)	Drug Enforcement	16,710	
MO Dept. of Conservation	TRIM Grant	14,000	
		<u>71,203</u>	
<b><u>Service Contract</u></b>	<b><u>Entity</u></b>		
Police Protection	Village of Champ	32,000	
School Resource Officer	Pattonville High School	92,000	
School Resource Officer	Pattonville Middle School	56,000	
DARE Middle School Officer	Pattonville Middle School	32,000	
Task Force-Crimes vs Children	St Louis County	86,661	
		<u>298,661</u>	
<b>TOTAL GENERAL FUND</b>			<u><u>369,864</u></u>
<b>Police Officer Training Fund</b>	<b>State of Missouri</b>		<u><u>7,000</u></u>
<b>Police Forfeiture Fund</b>	<b>Federal Funds</b>		<u><u>40,000</u></u>
<b>CAPITAL IMPROVEMENTS FUND</b>			
<b><u>Source</u></b>	<b><u>Project</u></b>		
Federal STP Grant	Fee Fee Road Rehabilitation		<u><u>630,000</u></u>
<b>PARK FUND</b>			
<b><u>Project</u></b>			
Municipal Parks Commission	Sustainability Center		<u><u>525,000</u></u>
<b>AMERICAN RESCUE PLAN FUND</b>			
<b><u>Use</u></b>			
Federal American Rescue Plan	Residential Trash Hauling		<u><u>3,277,162</u></u>
<b>TOTAL INTERGOVERNMENTAL-ALL FUNDS</b>			<u><u>4,849,026</u></u>



# All Funds - Summary

This section provides a summary and combined view of all funds included in the 2022 budget. It provides a broad overview of the year's activities and the resulting fund balances.

# All Funds

## City of Maryland Heights

### Revenues and Expenditures

By Fund 2018 to 2022	2018	2019	2020	2021	2022
	Actual	Actual	Actual	Estimated	Proposed
<b>REVENUES:</b>					
General	26,185,824	25,063,420	23,477,024	23,636,820	22,609,864
Streetlight	579,320	503,441	456,487	452,000	460,000
Tourism	371,799	367,717	158,070	220,000	320,000
Capital Improvement	3,908,207	3,017,452	14,000	1,375,000	3,330,000
Police Forfeiture	531,201	101,729	205,348	40,000	40,000
Parks	6,880,910	7,214,940	5,201,230	5,323,000	7,917,400
Reserve	-	-	-	-	-
American Rescue Plan Fund***	-	-	-	-	3,277,162
Sewer Lateral	372,772	374,853	371,985	375,000	375,000
Police Training	7,151	5,565	4,608	7,000	7,000
Beautification	10,418	11,176	9,000	11,000	11,000
Community Center DSF	348	852	-	-	-
Dorsett Road TIF	233,932	261,762	580,721	150,000	150,000
Westport Plaza TIF	3,004,468	5,431,182	3,238,554	2,860,000	2,860,000
South Heights TIF	3,486,825	-	-	-	-
<b>TOTAL</b>	<b>45,573,175</b>	<b>42,354,089</b>	<b>33,717,027</b>	<b>34,449,820</b>	<b>41,357,426</b>
<b>EXPENDITURES:</b>					
General	23,639,222	23,495,970	23,580,495	23,992,328	25,110,272
Streetlight	467,173	467,173	435,879	486,200	464,500
Tourism	374,474	401,799	377,718	218,000	220,000
Capital Improvement	2,745,920	4,739,462	2,410,168	4,248,701	4,808,913
Police Forfeiture	79,121	326,052	151,298	198,331	216,500
Parks	4,937,850	5,209,521	8,625,490	5,336,357	6,979,431
Reserve	-	-	-	-	-
American Rescue Plan Fund***	-	-	-	-	-
Sewer Lateral	208,230	233,924	284,175	250,000	270,000
Police Training	8,067	7,182	13,999	16,950	20,100
Beautification	10,410	14,744	3,155	16,100	18,100
Community Center Construction*	30,103	-	-	-	-
Community Center Debt Service	979,623	978,161	984,046	985,000	985,000
Westport Plaza TIF	19,200,000	11,763,465	3,724,715	2,860,000	2,860,000
Dorsett Road TIF	33,235	729,361	249,970	500,000	150,000
South Heights TIF**	4,595,857	-	-	-	-
<b>TOTAL</b>	<b>57,309,285</b>	<b>48,366,814</b>	<b>40,841,108</b>	<b>39,107,967</b>	<b>42,102,816</b>

Interfund transactions not included. Proceeds from debt issuances are not included in revenues.

Revenues do not include unspent prior year encumbrances.

\*This fund was closed in 2018 upon completion of the Community Center.

\*\*This fund was closed in 2018 upon termination of the redevelopment district.

\*\*\*The American Rescue Plan Fund revenues relate to estimates for residential trash hauling expenditures from 03/01/2021 - 12/31/2022.

# All Funds

## Combined Statement of Budgeted Revenues, Expenditures, and

### Changes in Fund Balances (in thousands)

	FUNDS*							Total
	General	Stright	Capital Imprv	Parks	Reserve	ComCtr DSF	Other	
<u>REVENUES</u>								
Gaming Tax	6,300	-	2,700	-	-	-	-	9,000
Utility Taxes	4,600	460	-	-	-	-	-	5,060
Sales Tax	4,500	-	-	4,500	-	-	-	9,000
Sales Tax-Prop P	1,450	-	-	-	-	-	-	1,450
Cigarette Tax	50	-	-	-	-	-	-	50
Road and Bridge Taxes	2,210	-	-	-	-	-	-	2,210
Hotel/Motel Tax	-	-	-	-	-	-	320	320
Licenses, Permits, and Fees	1,945	-	-	-	-	-	11	1,956
Municipal Court	750	-	-	-	-	-	-	750
Investment Income	255	-	-	-	-	-	-	255
Intergovernmental Revenues/Donations	370	-	630	1,625	-	-	3,324	5,949
Recreation Program Fees	-	-	-	1,792	-	-	-	1,792
Sewer Lateral Fees	-	-	-	-	-	-	375	375
Incremental Taxes	-	-	-	-	-	-	3,010	3,010
Other Revenue	180	-	-	-	-	-	-	180
<b>TOTAL REVENUES</b>	<b>22,610</b>	<b>460</b>	<b>3,330</b>	<b>7,917</b>	<b>-</b>	<b>-</b>	<b>7,040</b>	<b>41,357</b>

<u>EXPENDITURES</u>								
Executive/Legislative	182	-	-	-	-	-	-	182
Administrative	2,279	-	-	-	-	-	-	2,279
Finance	1,828	-	-	-	-	-	-	1,828
Community Development	2,150	-	-	-	-	-	425	2,575
Public Works	5,428	465	4,809	-	-	-	270	10,972
Police	12,088	-	-	-	-	-	237	12,324
Municipal Court	364	-	-	-	-	-	-	364
Parks and Recreation	566	-	-	6,979	-	-	18	7,564
Human Services	225	-	-	-	-	-	-	225
Debt Service	-	-	-	-	-	985	2,805	3,790
<b>TOTAL EXPENDITURES</b>	<b>25,110</b>	<b>465</b>	<b>4,809</b>	<b>6,979</b>	<b>-</b>	<b>985</b>	<b>3,755</b>	<b>42,103</b>

Excess(deficiency) of revenues over(under) expenditures	(2,500)	(5)	(1,479)	938	-	(985)	3,285	(745)
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Other financing sources(uses):

Transfer to Community Center DSF				(985)		985		-
Advance repayment from Ice Center								-
Operating transfers in (out):	(877)				877			-
Operating transfers in (out):	3,377			(275)	(625)		(3,277)	(800)

Change in Fund Balance -2022	(0)	(5)	(1,479)	(322)	252	-	8	(1,545)
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Fund Balance January 1, 2022	-	1,000	2,670	1,359	25,040	30	2,939	33,038
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<b>Fund Balance December 31, 2022</b>	<b>(0)</b>	<b>996</b>	<b>1,191</b>	<b>1,037</b>	<b>25,292</b>	<b>30</b>	<b>2,947</b>	<b>31,493</b>
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\*Fund Names

General=General Fund

Strlight=Streetlight Fund

Capital Imprv=Capital Improvement Fund

Parks=Parks Fund

Reserve=Reserve Fund

Community Center DSF= Community Center Debt Service Fund

Other=Other Funds (see schedule on following page)

# All Funds

**Combined Statement of Budgeted  
Revenues, Expenditures, and  
Changes in Fund Balances**

Schedule of Other Funds (in thousands)	OTHER FUNDS*								Total
	Tourism	ARPA Fund	Pol Forf Fund	Beaut Fund	Sewr Lat Fund	Pol Trg Fund	Dorsett TIF	Westport Plaza TIF	
REVENUES:									
Hotel/Motel Tax	320	-	-	-	-	-	-	-	320
Business License	-	-	-	11	-	-	-	-	11
Intergovernmental Revenues	-	3,277	40	-	-	7	-	-	3,324
Sewer Lateral Fees	-	-	-	-	375	-	-	-	375
Incremental /Special District Taxes	-	-	-	-	-	-	150	2,860	3,010
Other	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>320</b>	<b>3,277</b>	<b>40</b>	<b>11</b>	<b>375</b>	<b>7</b>	<b>150</b>	<b>2,860</b>	<b>7,040</b>
EXPENDITURES									
Community Development	220	-	-	-	-	-	150	55	425
Public Works	-	-	-	-	270	-	-	-	270
Police	-	-	217	-	-	20	-	-	237
Parks and Recreation	-	-	-	18	-	-	-	-	18
Human Services	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	2,805	2,805
<b>TOTAL EXPENDITURES</b>	<b>220</b>	<b>-</b>	<b>217</b>	<b>18</b>	<b>270</b>	<b>20</b>	<b>150</b>	<b>2,860</b>	<b>3,755</b>
Excess(deficiency) of revenues over(under) expenditures	100	3,277	(177)	(7)	105	(13)	-	-	3,285
Other financing sources(uses):	-	-	-	-	-	-	-	-	-
Operating transfers in (out):	-	(3,277)	-	-	-	-	-	-	(3,277)
Change in Fund Balance -2022	100	-	(177)	(7)	105	(13)	-	-	8
Fund Balance January 1, 2022	(100)	-	263	30	1,026	14	106	1,600	2,939
Fund Balance December 31, 2022	-	-	87	23	1,131	1	106	1,600	2,947

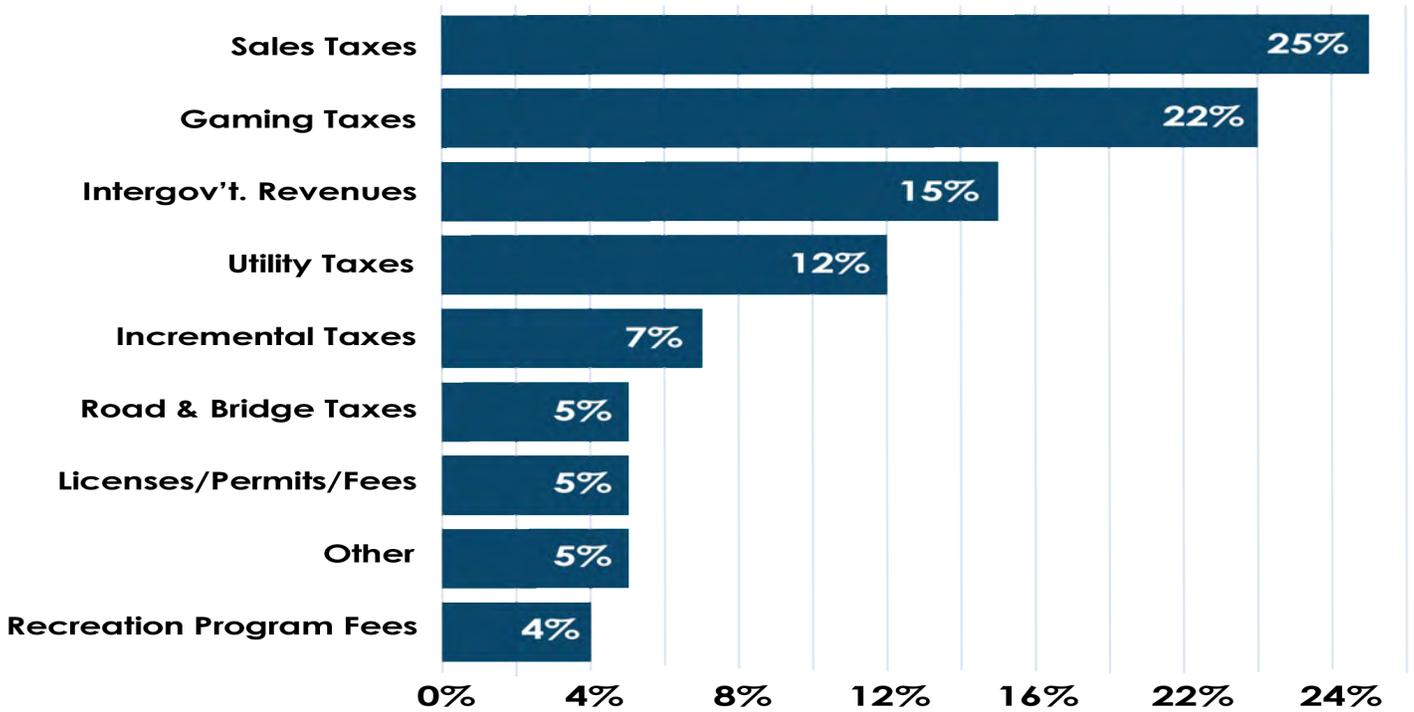
\*Fund Names:

Tourism=Tourism Tax Fund  
 Pol Forf=Police Forfeiture Fund  
 Sewr Lat=Sewer Lateral Fund  
 Beaut=Beautification Fund

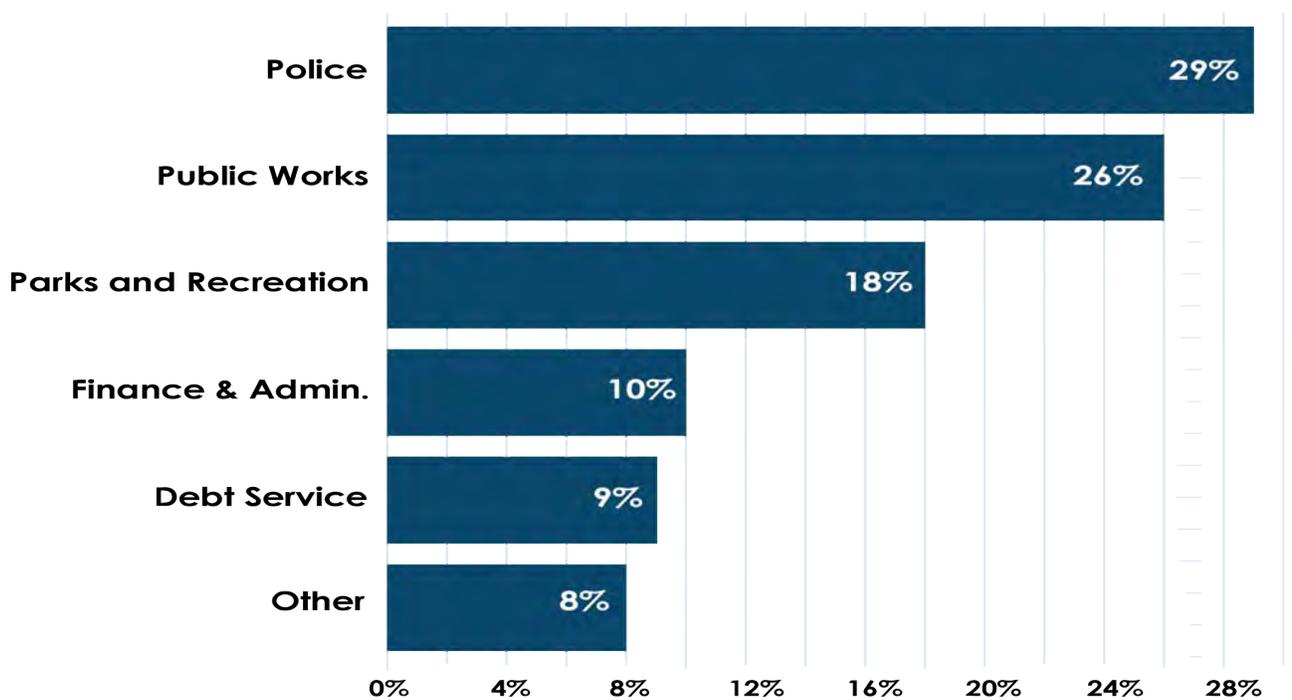
Pol Trg=Police Training Fund  
 Westport Plaza TIF=Westport Plaza Tax Increment Financing Fund  
 Dorsett TIF=Dorsett Road Tax Increment Financing Fund  
 ARPA=American Rescue Plan Fund

# All Funds

Revenues - Where it comes from...



Expenditures - Where it goes...



# All Funds

**City of Maryland Heights**  
**Schedule of Budgeted Expenditures by Fund: Operations, Debt Service and Capital Improvements**  
**2022**

Fund	Operations(2)	Capital		Total
		Improvements	Debt Service	
General	25,110,272			25,110,272
Streetlight	463,500	1,000		464,500
Tourism	220,000			220,000
Capital Improvement	233,913	4,575,000		4,808,913
Police Forfeiture	216,500			216,500
American Rescue Plan (3)	0			0
Police Training	20,100			20,100
Parks	5,354,431	1,625,000		6,979,431
Reserve(1)	0			0
Sewer Lateral	270,000			270,000
Beautification	18,100			18,100
Community Center DSF			985,000	985,000
Dorsett Road TIF	150,000			150,000
Westport Plaza TIF	60,000		2,800,000	2,860,000
<b>TOTAL</b>	<b>32,116,816</b>	<b>6,201,000</b>	<b>3,785,000</b>	<b>42,102,816</b>

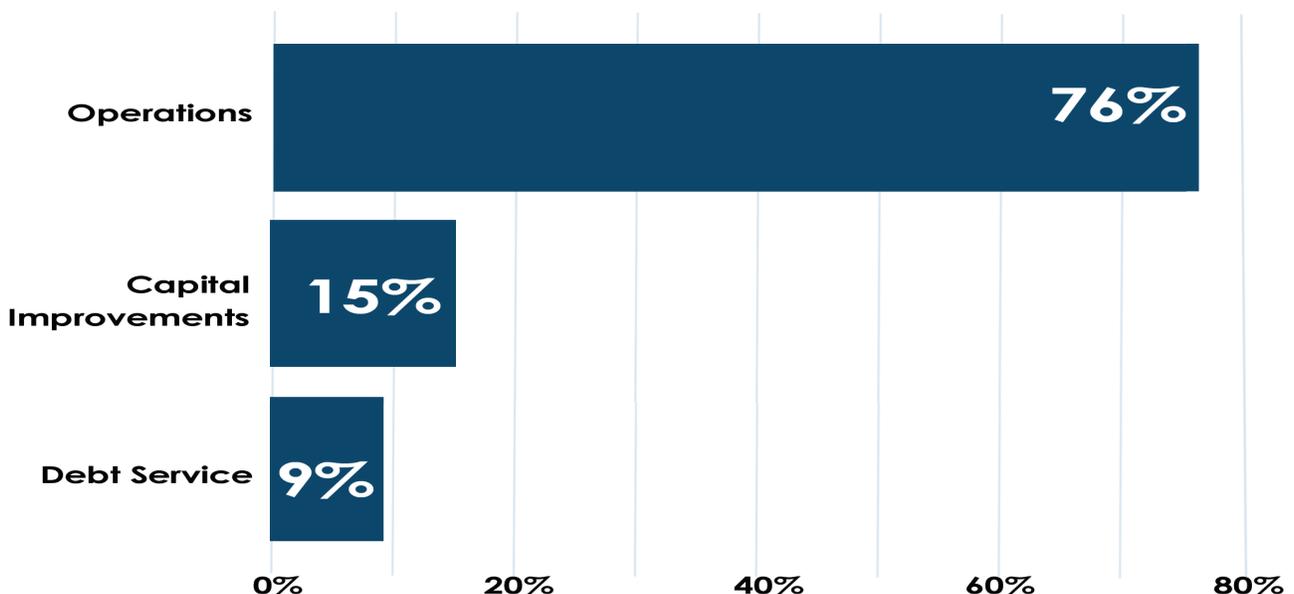
(1) Reserve Fund provides advances and transfers to other funds (no expenditures).

(2)"Operations" is defined as expenditures needed to provide for the on-going service level of the city's operations.

(2)Includes personnel, contractual, commodities and capital asset expenditures.

(3) American Rescue Plan will transfer funds to the General Fund to cover residential trash hauling. (no expenditures)

## Expenditures by Object



# Personnel Schedule - All Departments

		2020 Actual	2021 Authorized	2022 Requested
<b><u>Administration</u></b>				
City Clerk's Office	City Clerk	1.00	1.00	1.00
	Deputy City Clerk/IT Laserfiche	1.00	1.00	1.00
	Administrative Assistant	1.00	1.00	1.00
	Records Clerk/Administration	1.00	1.00	1.00
		4.00	4.00	4.00
Legal Services	Prosecutor	0.25	0.25	0.25
	Assistant to the Prosecutor	1.00	1.00	1.00
		1.25	1.25	1.25
City Administrator's Office	City Administrator	1.00	1.00	1.00
	Assistant to the City Administrator	1.00	0.50	0.00
		2.00	1.50	1.00
Human Resources	Human Resources Manager	1.00	1.00	1.00
	Human Resources Generalist	1.00	1.00	1.00
		2.00	2.00	2.00
Communications	Communications Manager	1.00	1.00	1.00
	Marketing Specialist	1.00	0.00	0.50
	Intern	0.00	0.25	0.25
		2.00	1.25	1.75
	<b>TOTAL ADMINISTRATION</b>	<b>11.25</b>	<b>10.00</b>	<b>10.00</b>
<b><u>Finance</u></b>				
Finance	Finance Director	1.00	1.00	1.00
	Assistant Finance Director	1.00	1.00	1.00
	Senior Accountant	0.00	1.00	1.00
	Accounting Clerk	1.00	1.00	1.00
		3.00	4.00	4.00
Geographic Information Services	GIS Coordinator	1.00	1.00	0.00
		1.00	1.00	0.00
Information Technology	IT Manager	1.00	1.00	1.00
	IT Coordinator	0.00	0.00	1.00
	Data Systems Technician	2.00	2.00	2.00
	Payroll Specialist - IT Tech	1.00	1.00	1.00
		4.00	4.00	5.00
	<b>TOTAL FINANCE</b>	<b>8.00</b>	<b>9.00</b>	<b>9.00</b>

# Personnel Schedule - All Departments

	<b>Position Title</b>	<b>2020 Actual</b>	<b>2021 Authorized</b>	<b>2022 Requested</b>
<b><u>Community Development</u></b>				
Planning & Zoning	Director of Community Development	1.00	1.00	1.00
	Planner II	1.00	1.00	0.00
	Planner I	1.00	1.00	1.00
	Social Worker	0.00	0.00	1.00
	Intern	0.25	0.25	0.25
			3.25	3.25
Inspections	Building Commissioner	1.00	1.00	1.00
	Deputy Building Commissioner	1.00	1.00	1.00
	Building Inspector	4.00	4.00	0.00
	Building Inspector II	0.00	0.00	4.00
	Building Inspector I	0.00	0.00	2.00
	Plans Examiner	1.00	1.00	1.00
	Code Enforcement Officer	4.00	4.00	2.00
	Permits Coordinator	1.00	1.00	1.00
	Administrative Assistant	1.00	1.00	1.00
	Customer Relations Specialist	2.00	2.00	2.00
		15.00	15.00	15.00
Economic Development	Economic Development Manager	1.00	1.00	1.00
	Management Assistant	1.00	1.00	1.00
		2.00	2.00	2.00
<b>TOTAL COMMUNITY DEVELOPMENT</b>		<b>20.25</b>	<b>20.25</b>	<b>20.25</b>
<b><u>Public Works</u></b>				
Engineering and Administration	Director of Public Works	1.00	1.00	1.00
	Project Manager	0.00	0.00	1.00
	Engineering Manager	1.00	1.00	0.00
	Executive Assistant	1.00	1.00	1.00
		3.00	3.00	3.00
Roads and Bridges	Operations Manager	1.00	1.00	1.00
	Crew Leader	2.00	2.00	2.00
	Maintenance Worker	9.00	9.00	9.00
	Administrative Assistant	1.00	1.00	1.00
	Seasonal Maintenance Worker	0.75	0.75	0.75
		13.75	13.75	13.75
Stormwater	Engineer	1.00	1.00	1.00
	Crew Leader	1.00	1.00	1.00
	Engineering Technician	1.00	1.00	1.00
	Maintenance Worker	3.00	3.00	3.00
		6.00	6.00	6.00

# Personnel Schedule - All Departments

Position Title		2020 Actual	2021 Authorized	2022 Requested
Capital Projects	Engineer	1.00	1.00	1.00
	Construction Inspector	1.00	1.00	1.00
	Intern	0.25	0.25	0.25
		2.25	2.25	2.25
Vehicle and Equipment Maintenance	Crew Leader	1.00	1.00	1.00
	Mechanic	2.00	2.00	2.00
	Mechanic Helper	1.00	1.00	1.00
		4.00	4.00	4.00
<b>TOTAL PUBLIC WORKS</b>		<b>29.00</b>	<b>29.00</b>	<b>29.00</b>
<b><u>Police</u></b>				
Police Administration	Police Chief	1.00	1.00	1.00
	Executive Assistant	1.00	1.00	1.00
	Administrative Assistant	1.00	1.00	1.00
		3.00	3.00	3.00
Patrol Services	Major (Deputy Chief)	1.00	1.00	1.00
	Captain/Lieutenant	3.00	4.00	4.00
	Sergeant	6.00	5.00	5.00
	Corporal	4.00	4.00	4.00
	Police Officer	36.00	36.00	36.00
		50.00	50.00	50.00
Investigations	Captain/Lieutenant	1.00	1.00	1.00
	Sergeant	1.00	1.00	2.00
	Lead Detective	0.00	0.00	2.00
	Police Officer	10.00	10.00	14.00
	Crime Analyst	1.00	1.00	1.00
	Secretary	1.00	1.00	1.00
	14.00	14.00	21.00	
Police Communications	Communications Supervisor	1.00	1.00	1.00
	Dispatcher	10.30	10.30	10.30
	Jailer	2.00	2.00	2.00
		13.30	13.30	13.30
Community Services	Captain/Lieutenant	1.00	1.00	1.00
	Sergeant	2.00	2.00	2.00
	Police Officer	6.50	7.00	7.00
	Bailiff	0.60	0.60	0.60
		10.10	10.60	10.60
Police Records	Police Records Supervisor	1.00	1.00	1.00
	Police Records Clerk	2.00	2.00	2.00
		3.00	3.00	3.00

# Personnel Schedule - All Departments

<b>Position Title</b>		<b>2020 Actual</b>	<b>2021 Authorized</b>	<b>2022 Requested</b>
<b>Community Response Unit</b>				
	Sergeant	1.00	1.00	0.00
	Police Officer	6.00	6.00	0.00
		7.00	7.00	0.00
	<b>TOTAL POLICE</b>	<b>100.40</b>	<b>100.90</b>	<b>100.90</b>
<b>Municipal Court</b>				
<b>Municipal Court</b>				
	Municipal Judge	0.20	0.20	0.20
	Provisional Judge	0.10	0.10	0.10
	Court Administrator	1.00	1.00	1.00
	Court Assistant	2.00	2.00	2.00
	Court Aide	0.50	0.50	0.50
		3.80	3.80	3.80
	<b>TOTAL MUNICIPAL COURT</b>	<b>3.80</b>	<b>3.80</b>	<b>3.80</b>
<b>Parks and Recreation</b>				
<b>Administration</b>				
	Director of Parks and Recreation	1.00	1.00	1.00
		1.00	1.00	1.00
<b>Recreation Services</b>				
	Superintendent of Recreation	0.00	1.00	1.00
	Superintendent of Recreation Facilities	0.00	1.00	1.00
	Recreation Manager	2.00	0.00	0.00
	Aquatic Supervisor	1.00	1.00	1.00
	Recreation Program Specialist	5.00	5.00	5.00
	Recreation Assisant	2.00	2.00	2.00
	Marketing Specialist	1.00	1.00	1.00
	Customer Relations Supervisor	1.00	0.00	1.00
	Customer Relations Specialist	5.00	4.00	5.00
	Fitness Center Attendant	3.50	3.50	3.00
	Camp Staff	3.50	3.50	1.37
	Bus Driver	0.78	0.78	0.87
	Parks Building Supervisor	0.00	0.00	0.20
	Customer Relations Attendant	5.00	5.00	5.00
	Preschool Teacher	4.25	2.50	1.94
	Play Center Attendant	2.00	2.00	2.00
	Personal Trainer	0.90	0.00	0.53
	Fitness Instructor	1.60	0.00	0.00
	Dance Instructor	0.30	0.30	0.00
	Program Instructor	1.60	1.60	0.00
	Park Attendant	0.06	0.06	0.06
	Youth Sports Assistant	0.63	0.00	0.00
	Sports Officials	0.06	0.06	0.03
	Senior Aide	0.36	0.36	0.32
	Head Lifeguard	1.08	2.51	2.40
	Swim Instructor	0.00	1.11	1.11
	Lifeguard	8.14	6.75	6.11
	Market Manager	0.17	0.17	0.00
	Inclusion Assistant	0.00	0.00	0.70
	Private Swim Instructor	0.00	0.00	0.10
	Program Director	0.00	0.00	0.90
	Special Event Assistant	0.00	0.00	0.05
	Specialty Instructors	0.00	0.00	1.98
		50.93	45.20	45.67

# Personnel Schedule - All Departments

	<b>Position Title</b>	<b>2020 Actual</b>	<b>2021 Authorized</b>	<b>2022 Requested</b>
Community Center Maintenance	Superintendent of Facilities	1.00	1.00	1.00
	Crew Leader	1.00	1.00	1.00
	Custodian	3.00	3.00	3.00
	Maintenance Aide	3.25	3.25	3.25
		8.25	8.25	8.25
Government Center Maintenance	Maintenance Worker	1.00	1.00	1.00
	Custodian	2.00	2.00	2.00
	Maintenance Aide	1.00	1.00	1.00
		4.00	4.00	4.00
Aquaport	Aquaport Pool Manager	0.00	0.00	0.30
	Aquaport Assistant Pool Manager	0.00	0.00	0.66
	Aquaport Staff	3.30	4.60	4.00
	Lifeguard Manager	0.41	0.87	0.00
	Head Lifeguard	1.83	1.38	1.49
	Lifeguard	7.20	6.97	6.81
	Slide Attendant	0.00	2.49	2.61
	Aquaport Grounds Crew	0.32	0.64	0.64
	Swim Lesson Coordinator	0.00	0.00	0.25
	Aquaport Maintenance	0.57	0.00	0.00
		13.63	16.95	16.76
Parks Maintenance	Superintendent of Parks	1.00	1.00	1.00
	Crew Leader	1.00	1.00	1.00
	Maintenance Worker	4.00	4.00	4.00
	Maintenance Aide	2.20	2.20	2.20
		8.20	8.20	8.20
	<b>TOTAL PARKS AND RECREATION</b>	86.01	83.60	83.88
	<b>TOTAL PERSONNEL (FTE)</b>	258.71	256.55	256.83

Numbers reflect full-time equivalent positions calculated at 2,080 hours per year. The elected positions of Mayor and Councilpersons are not included.

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# General Fund



The General Fund is the general operating fund of the city. It is used to account for all financial resources except those required to be accounted for in another fund. Beginning in 2010, any unencumbered balance existing at year-end will be transferred to the Reserve Fund while any existing deficit will be covered by a transfer from the Reserve Fund.

# General Fund

## Revenue Summary

	2019 Actual	2020 Actual	2021 Projected	2022 Budget
<b>Gaming Taxes</b>	6,987,848	5,704,191	8,000,000	6,300,000
<b>Utility Taxes:</b>				
Utility Taxes - Electric	3,112,602	2,833,416	2,800,000	2,900,000
Utility Taxes - Gas	653,034	571,939	580,000	600,000
Utility Taxes - Telecommunications	868,197	727,244	720,000	700,000
Utility Taxes - Water	400,579	432,275	400,000	400,000
	5,034,412	4,564,874	4,500,000	4,600,000
<b>Sales Tax-1%</b>	4,728,488	4,106,089	4,100,000	4,500,000
<b>Sales Tax-Public Safety</b>	1,516,401	1,429,749	1,365,000	1,450,000
<b>Cigarette Tax</b>	56,668	57,347	50,000	50,000
<b>Road and Bridge Taxes:</b>				
Motor Fuel Tax	743,758	693,596	750,000	850,000
Motor Vehicle Tax	377,400	384,424	360,000	360,000
County Road Refund	1,049,932	1,011,439	1,000,000	1,000,000
	2,171,090	2,089,459	2,110,000	2,210,000
<b>Licenses, Permits, and Fees:</b>				
Business Licenses	601,060	583,223	580,000	600,000
Plan Review Fees	32,715	54,900	50,000	50,000
Police Fees	18,136	8,341	15,000	15,000
Cable TV Franchise Fees	330,934	311,157	300,000	300,000
Reoccupancy Permits	213,909	184,106	220,000	220,000
Reimb. From Developers	2,392	432	-	-
Reimb of Code Abatement Costs	7,570	28,761	12,000	10,000
Building Permits	627,599	755,250	1,000,000	750,000
	1,834,315	1,926,170	2,177,000	1,945,000
<b>Municipal Court:</b>				
Court Fines and Fees	988,627	494,807	550,000	750,000
<b>Investment Income:</b>				
Interest on Investments	1,088,586	624,344	250,000	255,000
<b>Intergovernmental Revenues:</b>				
CARES Act	-	1,889,277	-	-
Grants/Reimbursements	360,472	369,995	354,820	369,864
	360,472	2,259,272	354,820	369,864
<b>Other:</b>				
Insurance Reimbursement	31,446	57,228	-	-
Police Services-Special Events	18,037	2,270	20,000	20,000
Sale of Surplus Property	155,108	68,614	80,000	80,000
SLAIT Dividend	41,660	52,372	50,000	50,000
Miscellaneous	50,262	76,151	30,000	30,000
	296,513	256,635	180,000	180,000
<b>Total Revenue</b>	25,063,420	23,512,937	23,636,820	22,609,864
<b>Transfers from other funds:</b>				
Park Fund	100,000	100,000	100,000	100,000
Westport TIF			16,883	-
American Rescue Plan Fund				3,277,162
	100,000	100,000	116,883	3,377,162

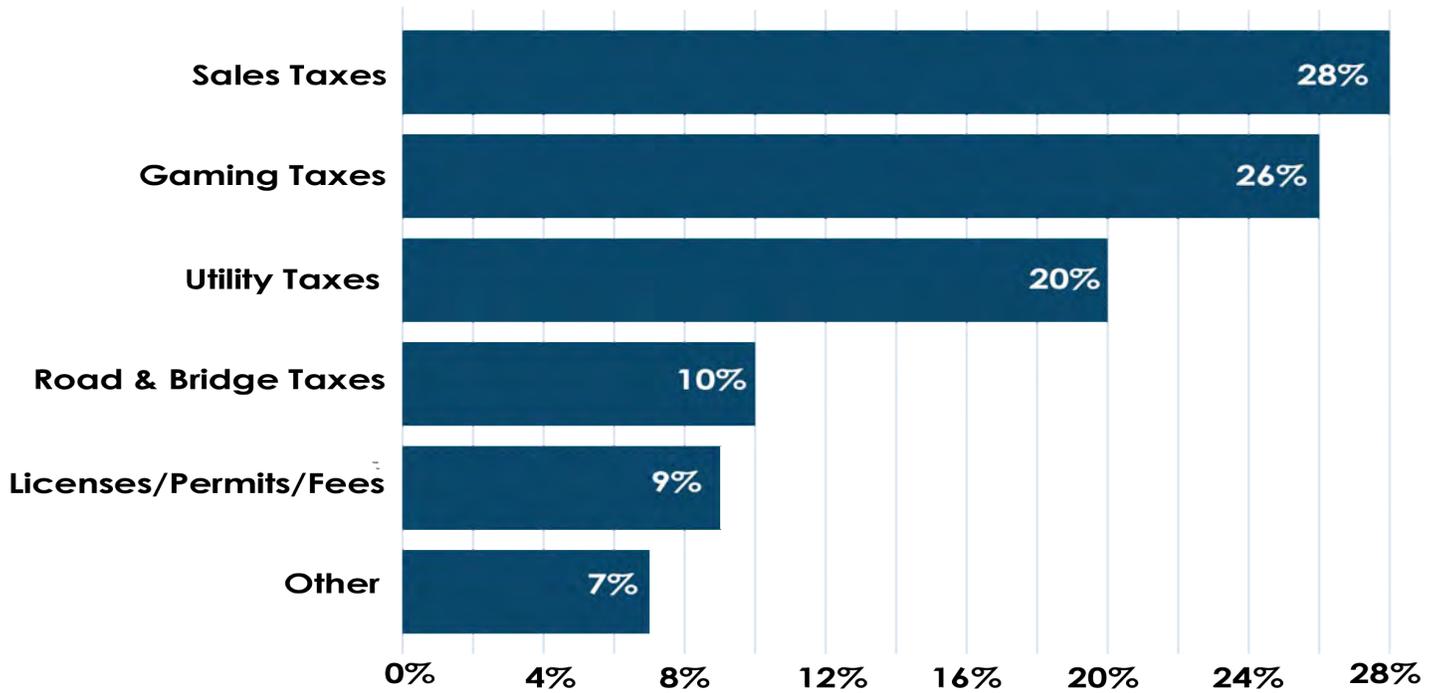
# General Fund

## Expenditure Budget - by Program

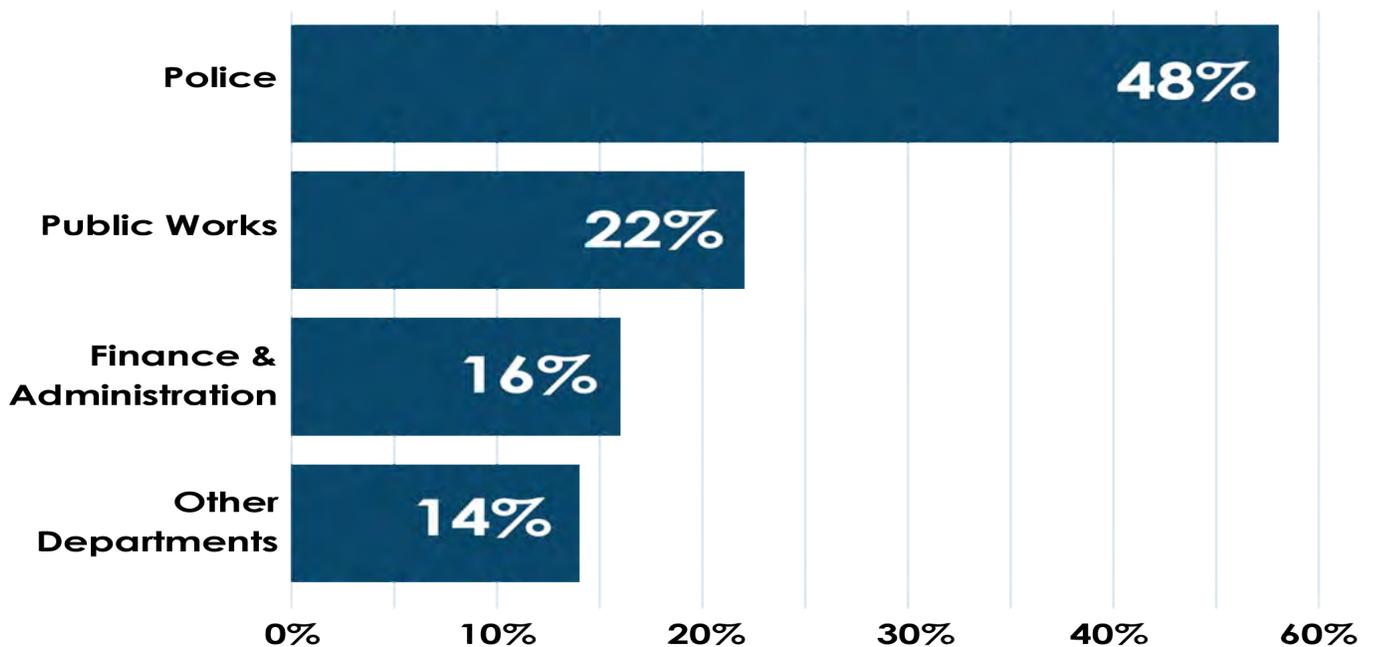
	2020 Actual	2021 Budget	2022 Proposed
<b>Executive/Legislative</b>			
Mayor's Office	17,968	34,019	45,525
City Council	128,626	131,157	136,069
	146,594	165,176	181,594
<b>Administration</b>			
City Clerk's Office	385,691	393,838	431,193
Legal Services	365,461	340,539	343,775
City Administrator's Office	481,778	317,360	249,191
Human Resources	356,603	358,292	366,459
Communications	223,262	213,035	267,010
Central Services	72,764	91,675	91,675
Risk Management	464,908	525,000	530,000
	2,350,467	2,239,739	2,279,303
<b>Finance</b>			
Finance	514,975	547,352	632,805
Geographic Information Service	183,336	173,161	0
Information Technology	883,861	860,083	1,195,426
	1,582,172	1,580,596	1,828,231
<b>Community Development</b>			
Planning & Zoning	353,534	358,640	340,727
Inspections	1,455,928	1,423,575	1,518,450
Economic Development	211,291	224,370	291,290
	2,020,753	2,006,585	2,150,467
<b>Public Works</b>			
Engineering/Administration	376,880	382,606	392,511
Roads and Bridges	1,765,735	1,796,130	2,040,816
Stormwater	593,266	605,931	623,003
Solid Waste	1,701,234	1,755,000	1,817,162
Vehicle & Equipment Maintenance	489,269	521,314	554,558
	4,926,384	5,060,981	5,428,050
<b>Police</b>			
Police Administration	395,253	379,053	432,448
Patrol Services	6,013,651	5,959,368	6,139,769
Investigations	1,693,193	1,700,172	2,667,766
Communications	1,209,747	1,222,243	1,279,083
Community Services	1,099,556	1,305,089	1,358,355
Record Room	198,755	202,511	210,171
Community Response Unit	916,989	897,675	0
	11,527,144	11,666,111	12,087,592
<b>Municipal Court</b>			
Municipal Court	348,672	358,026	363,614
<b>Parks and Recreation</b>			
Government Center Maintenance	495,523	690,114	566,421
	182,786	225,000	225,000
<b>Human Services</b>	182,786	225,000	225,000
<b>Total Expenditures</b>	23,580,495	23,992,328	25,110,272

# General Fund

Revenues - Where it comes from...



Expenditures - Where it goes...



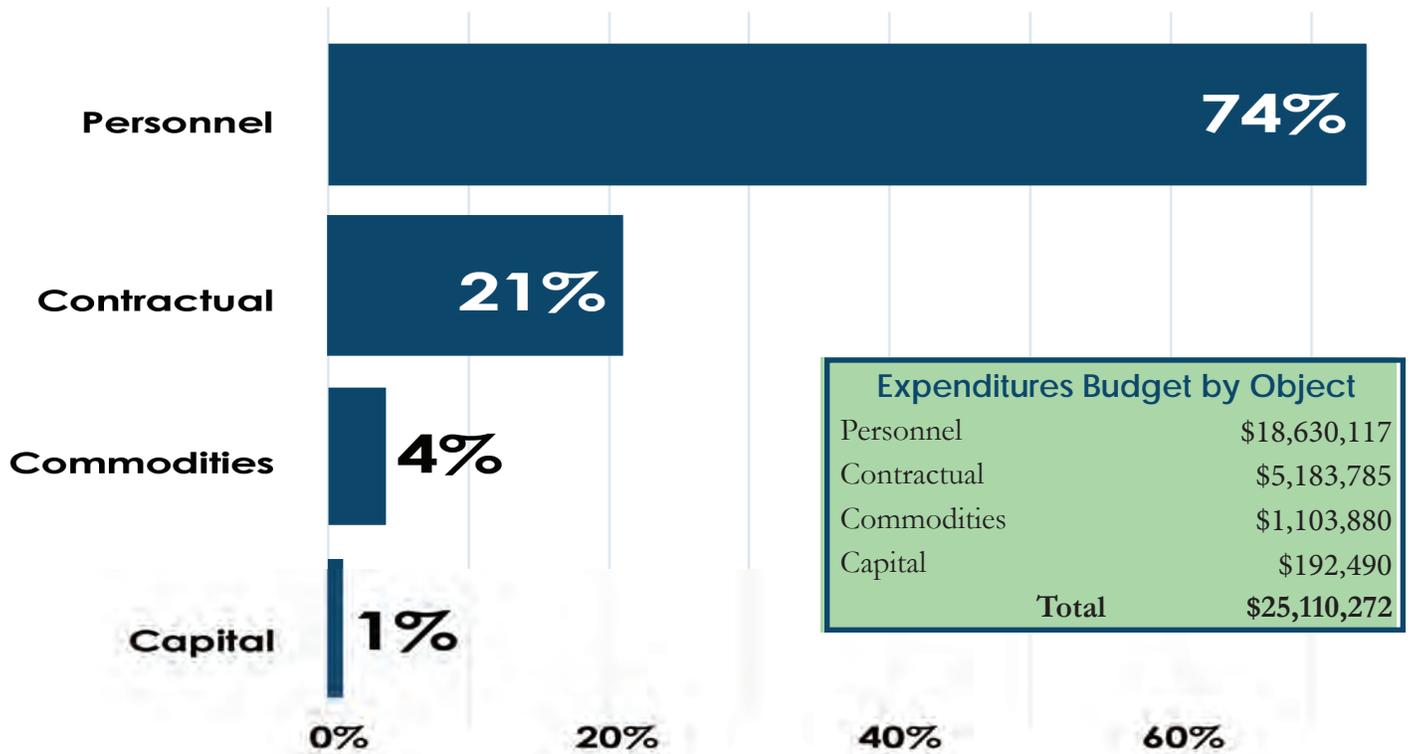
# General Fund

## Expenditure Budget - by Object of Expenditure

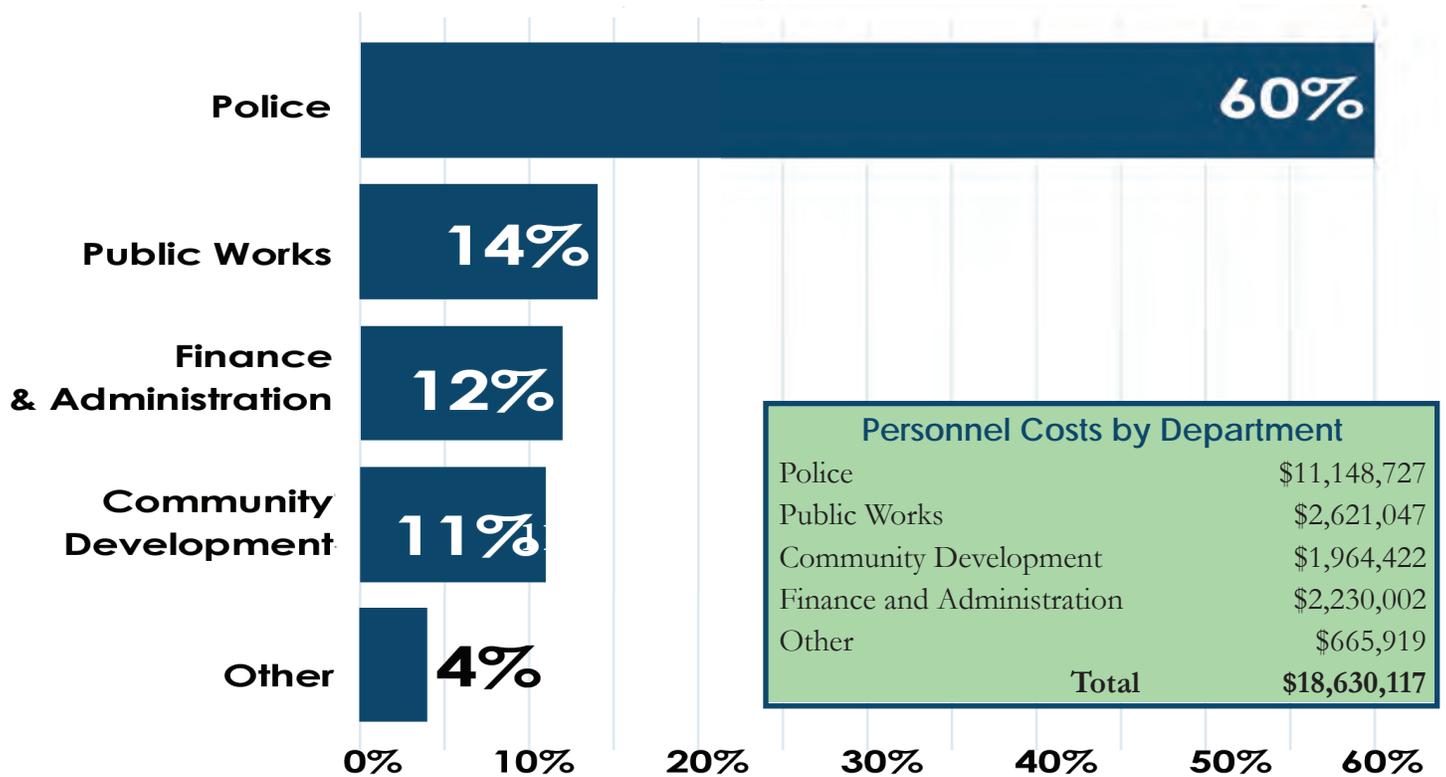
	Personnel	Contractual	Commodities	Capital	Total
<b>Executive/Legislative</b>					
Mayor's Office	15,625	29,900	-	-	45,525
City Council	62,784	73,285	-	-	136,069
	78,409	103,185	-	-	181,594
<b>Administration</b>					
City Clerk's Office	369,548	61,145	500	-	431,193
Legal Services	171,525	171,750	500	-	343,775
City Administrator's Office	230,576	18,615	-	-	249,191
Human Resources	210,357	155,902	200	-	366,459
Communications	141,010	119,250	6,750	-	267,010
Central Services	-	28,675	63,000	-	91,675
Risk Management	-	530,000	-	-	530,000
	1,123,016	1,085,337	70,950	-	2,279,303
<b>Finance</b>					
Finance	479,060	152,745	1,000	-	632,805
Information Technology	627,926	361,700	94,500	111,300	1,195,426
	1,106,986	514,445	95,500	111,300	1,828,231
<b>Community Development</b>					
Planning & Zoning	323,827	15,900	1,000	-	340,727
Inspections	1,435,095	64,515	18,840	-	1,518,450
Economic Development	205,500	85,790	-	-	291,290
	1,964,422	166,205	19,840	-	2,150,467
<b>Public Works</b>					
Engineering/Administration	379,151	12,060	1,300	-	392,511
Roads and Bridges	1,262,180	374,556	404,080	-	2,040,816
Stormwater	612,768	2,585	7,650	-	623,003
Solid Waste	-	1,817,162	-	-	1,817,162
Vehicle & Equipment Maintenance	366,948	48,350	139,260	-	554,558
	2,621,047	2,254,713	552,290	-	5,428,050
<b>Police</b>					
Police Administration	372,648	19,800	2,500	37,500	432,448
Patrol Services	5,582,529	287,050	226,500	43,690	6,139,769
Investigations	2,609,991	29,575	28,200	-	2,667,766
Communications	1,076,768	193,515	8,800	-	1,279,083
Community Services	1,297,420	10,735	50,200	-	1,358,355
Police Records	209,371	-	800	-	210,171
	11,148,727	540,675	317,000	81,190	12,087,592
<b>Municipal Court</b>					
	327,564	36,050	-	-	363,614
<b>Parks and Recreation</b>					
Government Center Maintenance	259,946	258,175	48,300	-	566,421
<b>Human Services</b>					
	-	225,000	-	-	225,000
<b>Total Expenditures</b>	<b>18,630,117</b>	<b>5,183,785</b>	<b>1,103,880</b>	<b>192,490</b>	<b>25,110,272</b>

# General Fund

## Expenditures Budget by Object



## Personnel Costs by Department



# General Fund

## General Fund Five Year Projection Revenues and Expenditures 2022 to 2026

	REVENUES AND TRANSFERS					Comments
	2022	2023	2024	2025	2026	
Gaming taxes	6,300,000	6,650,000	6,650,000	6,650,000	6,650,000	70% of \$9M in 2022; \$9.5 M in 2023-2026
Util taxes	4,600,000	4,738,000	4,880,140	5,026,544	5,177,341	3% Increase
Sales tax	4,500,000	4,635,000	4,774,050	4,917,272	5,064,790	3% Increase
Sales tax-Pub Safety	1,450,000	1,493,500	1,538,305	1,584,454	1,631,988	3% Increase
Road & Bridge	2,210,000	2,310,000	2,410,000	2,510,000	2,610,000	Gas tax to increase 2.5 cents per gallon
Lic, Permits	1,945,000	1,900,000	1,900,000	1,900,000	1,900,000	Includes bldg permits
Investment income	255,000	260,100	265,302	270,608	276,020	2% increase per year
Intergovtl	369,864	350,000	350,000	350,000	350,000	No change
Cigarette taxes	50,000	50,000	50,000	50,000	50,000	No change
Court	750,000	850,000	900,000	950,000	1,000,000	Increase to 2019 level
Other	180,000	180,000	180,000	180,000	180,000	
Transfers (net)	3,377,162	1,953,505	408,665	100,000	100,000	From Park Fund & ARPA Fund
	<b>25,987,026</b>	<b>25,370,105</b>	<b>24,306,462</b>	<b>24,488,878</b>	<b>24,990,138</b>	

	EXPENDITURES				
	Personnel	Contractual	Commodities	Capital	Expenditures
2022	18,630,117	5,183,785	1,103,880	192,490	25,110,272
2023	19,002,719	5,287,461	1,125,958	300,000	25,716,138
2024	19,382,774	5,393,210	1,148,477	300,000	26,224,460
2025	19,770,429	5,501,074	1,171,446	350,000	26,792,950
2026	20,165,838	5,611,096	1,194,875	400,000	27,371,809
Annual increase	2%	2%	2%		

	Revenues	Expenditures	Change*
2022	25,987,026	25,110,272	876,754
2023	25,370,105	25,716,138	(346,033)
2024	24,306,462	26,224,460	(1,917,998)
2025	24,488,878	26,792,950	(2,304,072)
2026	24,990,138	27,371,809	(2,381,670)
			<b>(6,073,019)</b>

\*Negative amounts represent transfers from the Reserve Fund.

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# Streetlight Fund

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The Streetlight Fund was established in 1987 to account for a 0.50% tax on gross receipts of utility companies. Expenditures are restricted to the cost of maintaining, constructing and installing streetlights in the city.

# Streetlight Fund

	2019	2020	2021	2022
Revenues	Actual	Actual	Projected	Budget
<b>Utility Taxes:</b>				
Utility Tax - Electric	311,260	283,342	280,000	290,000
Utility Tax - Gas	65,303	57,194	60,000	60,000
Utility Tax - Telecommunications	86,820	72,724	72,000	70,000
Utility Tax - Water	40,058	43,227	40,000	40,000
<b>Total Revenue</b>	<b>503,441</b>	<b>456,487</b>	<b>452,000</b>	<b>460,000</b>

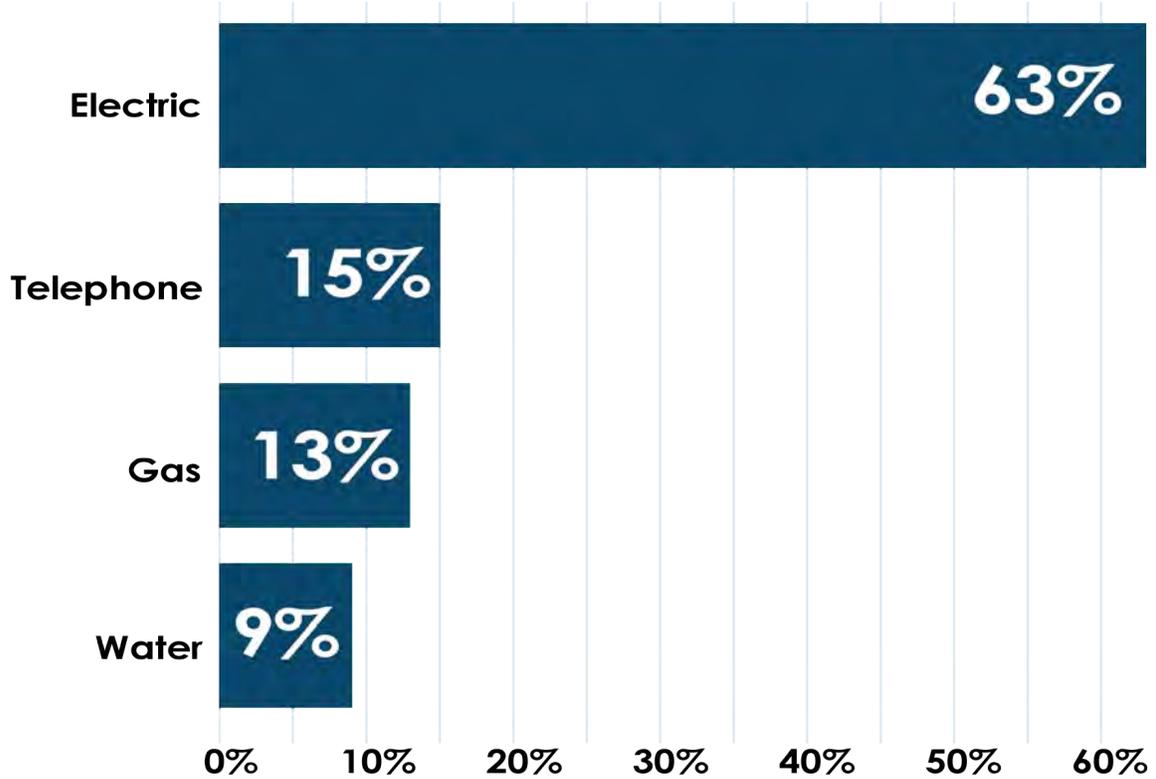
	2019	2020	2021	2022
Expenditures	Actual	Actual	Projected	Budget
Streetlights - Operations	437,916	435,879	474,200	463,500
Capital Improvements	5,248	-	12,000	1,000
<b>Total Expenditures</b>	<b>443,164</b>	<b>435,879</b>	<b>486,200</b>	<b>464,500</b>

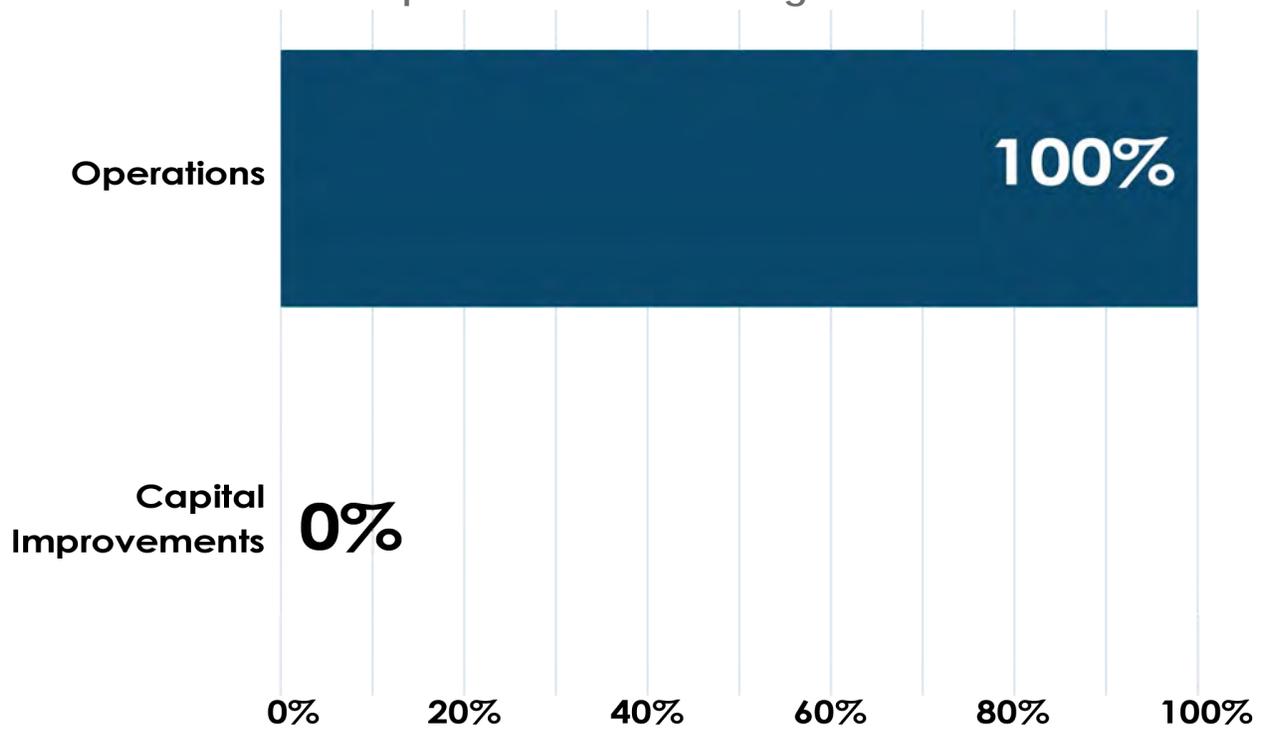
Transfer to Capital Improvements Fund			1,000,000	
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# Streetlight Fund

Revenues - Where it comes from...



Expenditures - Where it goes...



# Streetlight Fund

## Streetlight Fund Five Year Projection Revenues & Expenditures 2022-2026 (in thousands)

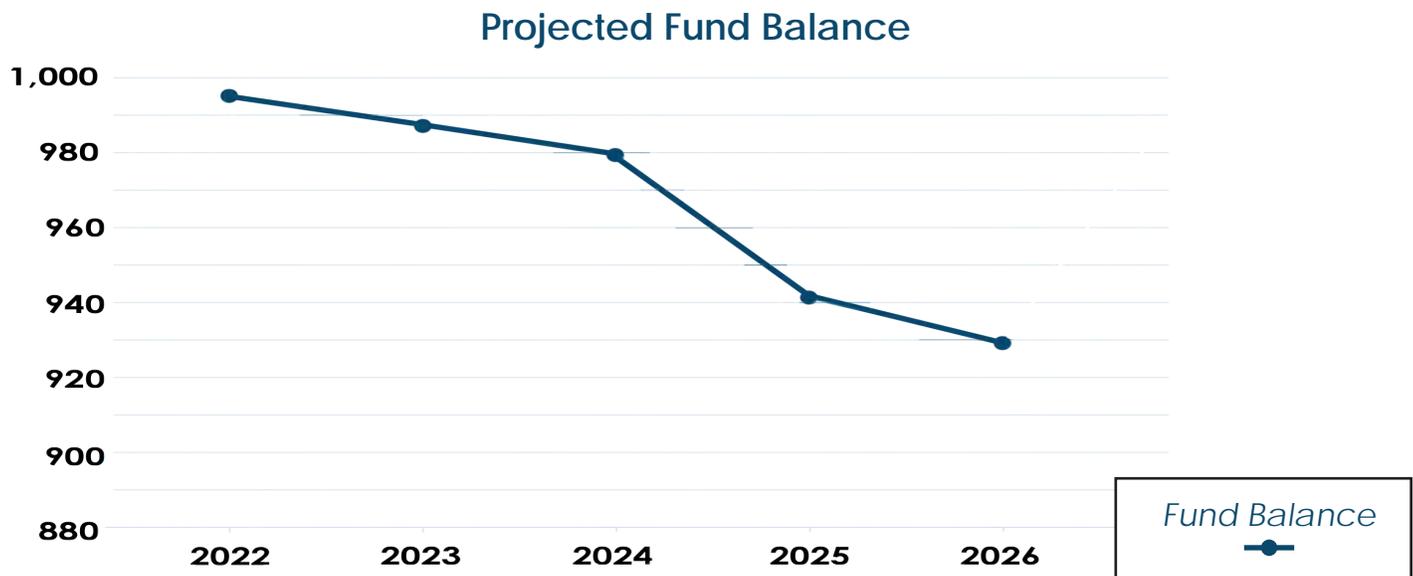
	2022	2023	2024	2025	2026
Revenues	460	474	488	503	518
Expenditures-Operations	(464)	(478)	(492)	(507)	(522)
Expenditures-Capital	(1)	(4)	(4)	(33)	(8)
Change in Fund balance	(5)	(8)	(8)	(37)	(13)
Beginning Fund balance	1,000	995	987	979	941
Ending Fund balance	995	987	979	941	929

**Assumptions:**

Revenues increase 2% per year.

Operating expenditures increase 2% each year.

Capital expenditures per the 2022-2026 CIP.



# Tourism Tax Fund



The City levies a 0.50% tax on hotel/motel rooms. The funds are restricted to promoting tourism within the City. Revenues and expenditures will be accounted for in the Tourism Tax Fund, a special revenue fund.

# Tourism Tax Fund

	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Revenues</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>

<b>Hotel/Motel Tax</b>	367,717	158,070	220,000	320,000
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Transfer from Reserve Fund			100,000	
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	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>

<b>Community Development</b>				
Tourism	401,799	377,718	218,000	220,000

# Capital Improvement Fund



This fund traditionally receives 30% of gaming tax revenue and any grants related to expenditures within the fund. Due to the financial impact of COVID-19, no gaming taxes were distributed to this fund in 2020 and 2021. Expenditures consist of debt service, planning, design, acquisition, management and construction of capital improvements not specifically designated in other city funds. All expenditures are first planned in the five-year Capital Improvement Plan (CIP) annually updated by the Council.

# Capital Improvement Fund

Revenues	2019 Actual	2020 Actual	2021 Projected	2022 Budget
Gaming Tax	2,994,792		-	2,700,000
<b><u>Intergovernmental Revenues</u></b>			-	-
Municipal Parks Commission	-	-	525,000	
St Louis Community Foundation (Sustainability)			850,000	
ROW Tree Replacement	-	14,000		
Federal STP-Fee Fee Road Rehabilitation	-	-	-	630,000
	-	14,000	1,375,000	630,000
<b><u>Other</u></b>				
Unspent encumbrances	32,958	356,083	-	-
Miscellaneous	22,660	-	-	-
	55,618	356,083	-	-
<b>Total Revenue</b>	3,050,410	370,083	1,375,000	3,330,000
<b><u>Transfers from other Funds:</u></b>				
Transfer from Streetlight Fund	-		1,000,000	

Expenditures	2019 Actual	2020 Actual	2021 Projected	2022 Budget
Capital Project Management	224,365	182,663	243,369	233,913
Stormwater capital projects	799,918	1,666,494	635,000	1,335,000
Government Center Audio Visual Upgrades		179,562		
Uninterrupted Power Source		45,519		
Software-Financial			250,000	
Sustainability Center			850,000	
Public Works projects and equipment	3,715,179	335,930	2,270,332	3,240,000
<b>Total Expenditures</b>	4,739,462	2,410,168	4,248,701	4,808,913

# Capital Improvement Fund

## Capital Improvement Fund Five Year Projection

### Revenues & Expenditures

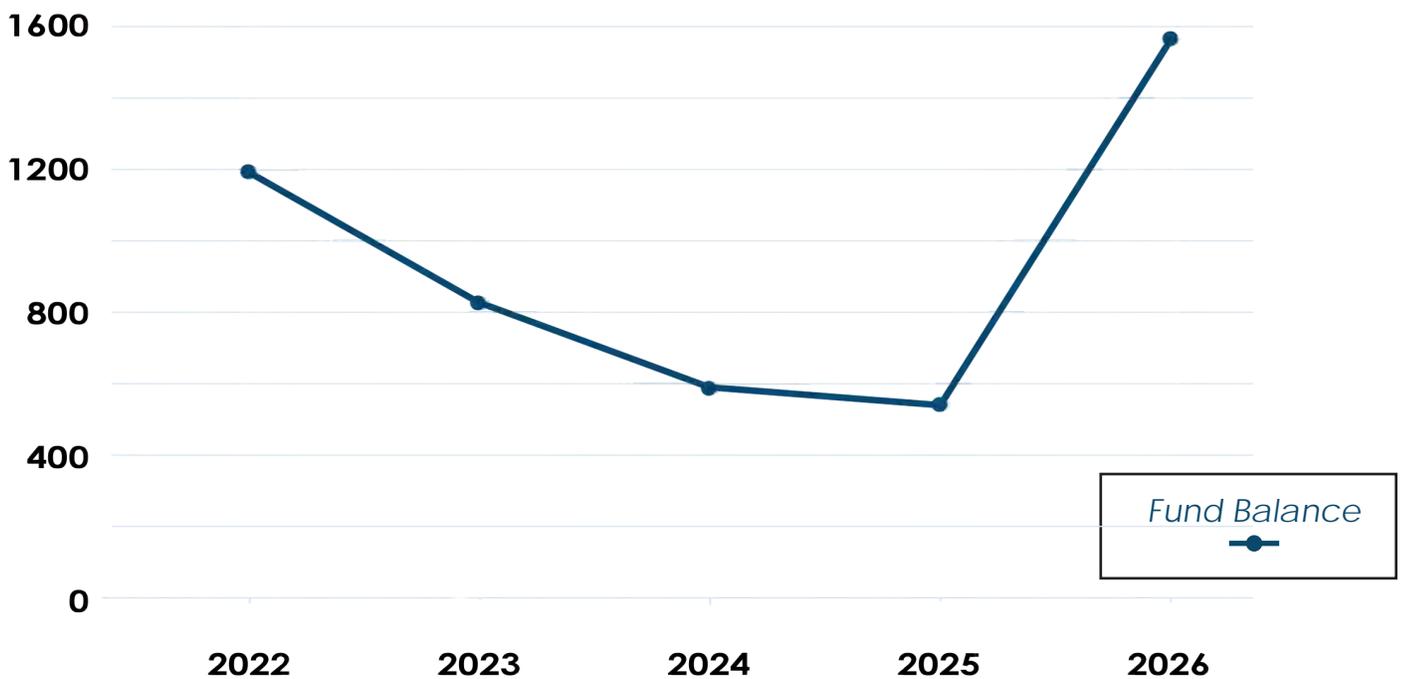
2022-2026

(in thousands)

	2022	2023	2024	2025	2026
Revenues-Gaming taxes	2,700	2,850	2,850	2,850	2,850
Grants/contrib	630	820	0	0	0
Capital Proj Mgmt	(234)	(241)	(248)	(256)	(263)
Expenditures-Projects	(4,575)	(3,795)	(2,840)	(2,640)	(1,565)
Change in Fund balance	(1,479)	(366)	(238)	(46)	1,022
Beginning Fund balance	2,670	1,191	825	587	541
Ending Fund balance	1,191	825	587	541	1,563

Capital Project expenditures per the 2022-2026 CIP

### Projected Fund Balance



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# Forfeiture Fund



**This fund accounts for monies received or other assets forfeited to the City as a result of judgements in certain court cases. These resources must be used in connection with law enforcement programs.**

# Forfeiture Fund

	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Revenues</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
Interest	9,792	6,490	0	0
Intergovernmental Revenues	91,937	198,858	40,000	40,000
Sale of Capital Asset	2,450	9,900		
<b>Total Revenues</b>	<b>101,729</b>	<b>205,348</b>	<b>40,000</b>	<b>40,000</b>

	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
Police	326,052	151,298	198,331	216,500
<b>Total Expenditures</b>	<b>326,052</b>	<b>151,298</b>	<b>198,331</b>	<b>216,500</b>

# Parks Fund

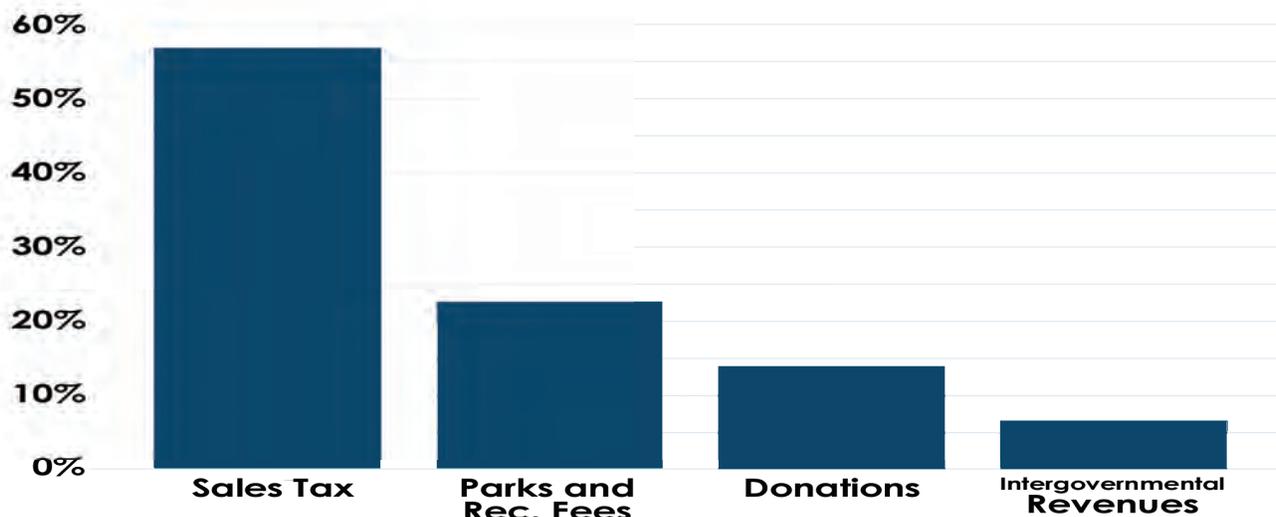


The Parks Fund was established in 1996 to account for the revenues derived from a one-half cent sales tax approved by city voters in 1995. In previous years, the Parks Fund received 4% of Gaming tax revenues and shared the one-half cent sales tax with the Stormwater Fund. Effective 2015, city policy changed to provide that 100% of the one-half cent sales tax be distributed to the Parks Fund, with no Gaming tax revenues distributed to the Parks Fund. All revenues derived from user fees charged for parks and recreation activities remain within the Parks Fund.

# Parks Fund

Revenues	2019 Actual	2020 Actual	2021 Projected	2022 Budget
<b>Sales Tax</b>	<b>5,000,792</b>	<b>4,163,097</b>	<b>3,900,000</b>	<b>4,500,000</b>
<b><u>User Fees</u></b>				
Aquaport	420,216	-	490,000	550,000
Sportport	57,618	87,613	67,000	67,000
Recreation	641,138	198,028	326,000	485,400
Community Center	1,057,784	452,085	540,000	690,000
<b>Total User Fees</b>	<b>2,176,756</b>	<b>737,726</b>	<b>1,423,000</b>	<b>1,792,400</b>
<b>Intergovernmental Revenues</b>	<b>30,000</b>	<b>210,527</b>	<b>-</b>	<b>525,000</b>
<b>Donations - Sustainability Center</b>				<b>1,100,000</b>
<b>Other Revenues</b>	<b>7,392</b>	<b>123,670</b>	<b>-</b>	<b>-</b>
<b>Total Park Fund Revenue</b>	<b>7,214,940</b>	<b>5,235,020</b>	<b>5,323,000</b>	<b>7,917,400</b>

Revenues - Where it comes from...



# Parks Fund

<b>Expenditures</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Projected</b>	<b>2022 Budget</b>
<b><u>Operations</u></b>				
Administration	206,277	128,970	63,581	164,471
Recreation Services	2,314,783	1,790,435	2,039,891	2,589,994
Community Center	816,170	905,414	934,977	1,025,606
Aquaport	477,084	39,705	667,337	752,883
Parks Maintenance	703,201	722,975	830,571	821,477
	<b>4,517,515</b>	<b>3,587,499</b>	<b>4,536,357</b>	<b>5,354,431</b>
<b><u>Other Capital Improvements</u></b>				
Aquaport renovations	406,526	5,037,991	300,000	
Sustainability Center Phase II				1,625,000
Fee Fee Ballfields		0	500,000	
	692,006	5,037,991	800,000	1,625,000
<b>Total Park Fund Expenditures</b>	<b>5,209,521</b>	<b>8,625,490</b>	<b>5,336,357</b>	<b>6,979,431</b>
<b>Transfers to Other Funds:</b>				
Transfer to Ice Center Fund	100,000	150,000	175,000	175,000
Transfer to General Fund	100,000	100,000	100,000	100,000
Transfer to Community Center DSF	985,000	985,000	985,000	985,000
	<b>1,185,000</b>	<b>1,235,000</b>	<b>1,260,000</b>	<b>1,260,000</b>
<b>Total Expenditures and Transfers</b>	<b>6,394,521</b>	<b>9,860,490</b>	<b>6,596,357</b>	<b>8,239,431</b>

# Parks Fund

## Parks Fund Five Year Projection Revenues & Expenditures 2022-2026 (in thousands)

	2022	2023	2024	2025	2026
Revenues-Sales tax	4,500	4,725	4,820	4,916	5,014
Revenues-Recreation	1,175	1,650	1,675	1,700	1,750
Revenues-Aquaport	550	630	630	630	630
Grants (related to Capital)	1,625	450	500	450	500
Revenues-Other	67	67	67	67	67
<b>Total revenues</b>	<b>7,917</b>	<b>7,522</b>	<b>7,692</b>	<b>7,763</b>	<b>7,961</b>
Expenditures-Parks & Rec	(5,353)	(5,514)	(5,679)	(5,849)	(6,025)
Capital Improvements	(1,625)	(450)	(500)	(450)	(500)
Transfer to Ice Center	(175)	(175)	(175)	(175)	(175)
Transfer to General Fund	(100)	(100)	(100)	(100)	(100)
Transfer to Comm Ctr DSF	(985)	(985)	(985)	(985)	(985)
Change in Fund balance	(321)	298	253	204	176
Beginning Fund balance	1,359	1,038	1,336	1,589	1,792
Ending Fund balance	1,038	1,336	1,589	1,792	1,969

Assumptions:

Half-cent Park/Stormwater sales tax is allocated 100% to Parks

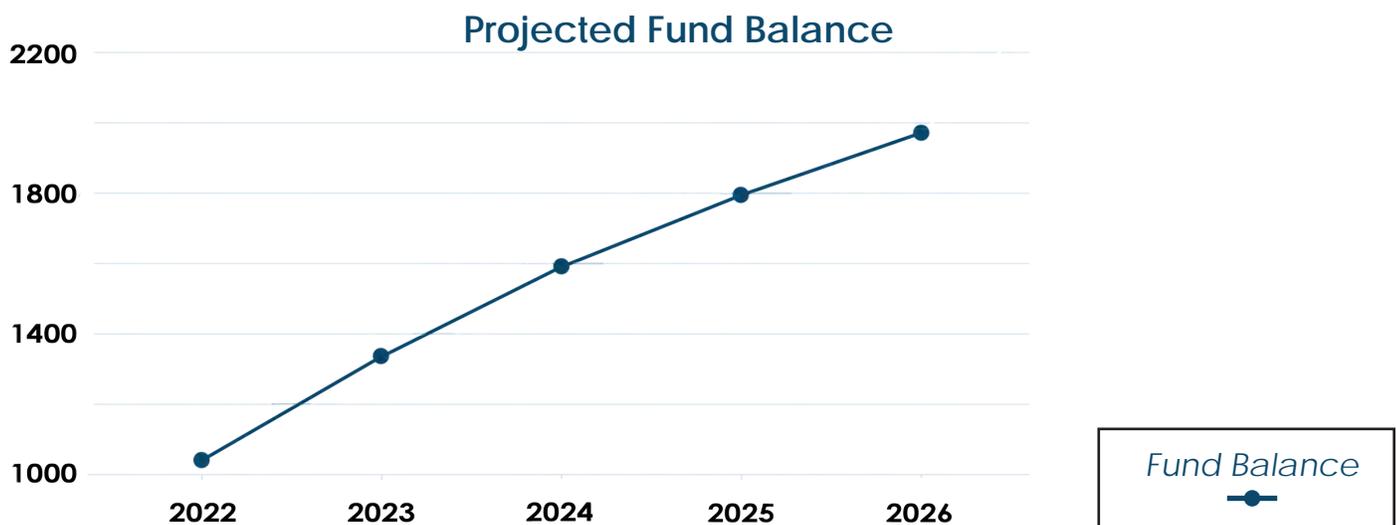
Sales tax increases 5% per year in 2023. In 2024-26 increase of 2%.

Recreation revenues average \$1.68m from 2023 to 2026. (based on 2019 level)

Expenditures for operations increase 3% each year.

Capital expenditures per Capital Improvement Plan.

Community Center debt service is funded by Parks Fund.



# Reserve Fund



The Reserve Fund was established in 2000 to provide resources to other funds in the event of temporary deficits or unforeseen needs. The fund provides loans (advances) to prevent the need for external borrowing. Transfers to other funds for expenditures and revenue shortfalls also may occur. City ordinance has established a target level of Reserve Fund balance equal to 75% of annual operating expenditures in the General Fund. Surplus funds at the end of the year are transferred into the Reserve Fund.

# Reserve Fund

## Reserve Fund

Sources	2019 Actual	2020 Actual	2021 Projected	2022 Budget
Transfer from General Fund***	1,667,452	241	-	876,754
Repayment of Advance to Ice Center			1,000,000	
<b>Total Transfers In</b>	<b>1,667,452</b>	<b>241</b>	<b>1,000,000</b>	<b>876,754</b>

Other Uses	2019 Actual	2020 Actual	2021 Projected	2022 Budget
Advance to Ice Center		1,000,000	-	-
Transfer to General Fund			217,725	-
Transfer to Ice Center Fund-Construction*		6,223,117	-	-
Transfer to Ice Center Fund-Financing Agreement**	-	38,333	625,000	625,000
<b>Total Transfers Out</b>	<b>-</b>	<b>6,261,450</b>	<b>842,725</b>	<b>625,000</b>

\*-In 2019 the City agreed to fund certain enhancements to the Ice Center construction of Rink#4.

\*\*-Beginning in 2020, pursuant to the Financing Agreement, the City, subject to annual appropriation, agrees to backstop the debt service reserve up to \$625,000 of bonds issued for the construction of the Ice Center.

\*\*\*2022 transfer assumes use of \$3.3M of federal assistance from American Rescue Plan for residential trash hauling.

# Reserve Fund

## Reserve Fund Five Year Projection

2022-2026

(in thousands)

The City has agreed-subject to annual appropriation-to backstop debt payments for the Ice Center debt at an amount not to exceed \$625,000 per year. The Ice Center is an Enterprise Fund.

### Assuming no backstop payments are needed, the Reserve Fund projections:

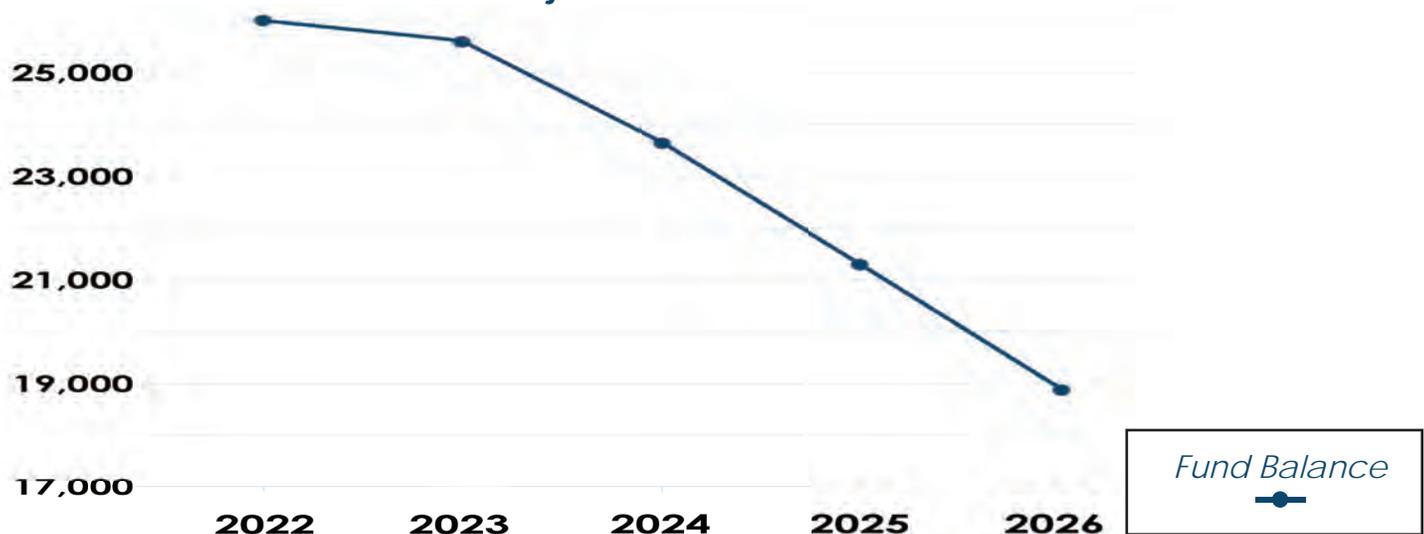
	2022	2023	2024	2025	2026
Contingency needs	0	(100)	(100)	(100)	(100)
Transfer from(to) General Fund*	877	(287)	(1,858)	(2,243)	(2,319)
Change in Fund balance	877	(387)	(1,958)	(2,343)	(2,419)
Beginning Fund balance	25,040	25,917	25,530	23,572	21,229
<b>Ending Fund balance</b>	<b>25,917</b>	<b>25,530</b>	<b>23,572</b>	<b>21,229</b>	<b>18,810</b>

\*Annual surplus/deficit in the General Fund.

### Assuming a maximum backstop payment of \$625,000 is required each year:

	2022	2023	2024	2025	2026
Beginning Fund balance (adjusted)	25,040	25,292	24,280	21,697	18,729
Change in Fund balance (above)	877	(387)	(1,958)	(2,343)	(2,419)
Backstop to Ice Center debt	(625)	(625)	(625)	(625)	(625)
<b>Ending Fund balance</b>	<b>25,292</b>	<b>24,280</b>	<b>21,697</b>	<b>18,729</b>	<b>15,685</b>

Projected Fund Balance



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# American Rescue Plan Fund



The American Rescue Plan Fund was established in 2021 to account for proceeds and eligible expenditures related to the Federal American Rescue Plan Act of 2021 enacted into law on March 11, 2021.

# American Rescue Plan Fund

Revenues	2019 Actual	2020 Actual	2021 Projected	2022 Budget
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Intergovernmental Revenues				3,277,162
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<b>Total Revenues</b>	0	0	0	3,277,162
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Transfers	2019 Actual	2020 Actual	2021 Projected	2022 Budget
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Transfer to General Fund *				3,277,162
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<b>Total Transfers</b>	-	-	-	3,277,162
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\*Transfer to General fund to cover eligible expenditures for residential trash hauling services.

# Sewer Lateral Fund

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**This is a special revenue fund established in 2000 to account for the proceeds and eligible expenditures for the Sewer Lateral Program. The City levies an annual fee of \$50.00 per single family residential household. Expenditures consist of repairs to broken sanitary sewer laterals.**

# Sewer Lateral Fund

	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Revenues</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
Sewer Lateral Fees	374,853	371,985	375,000	375,000
<b>Total Revenues</b>	<b>374,853</b>	<b>371,985</b>	<b>375,000</b>	<b>375,000</b>

	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
<b>Public Works</b>				
Sewer Lateral	233,923	284,175	250,000	270,000

# Police Training Fund



**This special revenue fund was created in 2002 to account for money received by the city from the POST Commission Fund of the State of Missouri. The funds must be used for training of police officers and other law enforcement employees.**

# Police Training Fund

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	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Revenues</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
<b>Intergovernmental</b>	5,565	4,608	7,000	7,000

	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
<b>Police</b>	7,182	13,999	16,950	20,100

# Dorsett Road TIF Fund



**The Dorsett Road TIF Fund is a special revenue fund established to account for incremental tax revenues generated from the district and for eligible expenditures for improvements to the redevelopment area.**

# Dorsett Road TIF Fund

	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Revenues</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
Incremental taxes	261,762	231,231	150,000	150,000
<b>Total Revenues</b>	<b>261,762</b>	<b>231,231</b>	<b>150,000</b>	<b>150,000</b>

**Other Sources:**

Sale of TIF Property	-	349,490	-	-
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	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
Economic Development	729,361	249,970	500,000	150,000
<b>Total Expenditures</b>	<b>729,361</b>	<b>249,970</b>	<b>500,000</b>	<b>150,000</b>

# Westport Plaza TIF Fund



The Westport Plaza TIF Fund is a special revenue fund established in 2018 to account for debt proceeds, incremental revenues generated from the redevelopment area and from special district taxes. Eligible expenditures from the area include improvements, debt service payments and service contracts with the fire district.

# Westport Plaza TIF Fund

	2019	2020	2021	2022
Revenues	Actual	Actual	Projected	Budget
<b><u>Revenues</u></b>				
Incremental taxes	1,036,796	1,682,364	1,180,000	1,180,000
Special District Revenues	4,327,190	1,547,360	1,680,000	1,680,000
Investment Income	67,196	8,830		
<b>Total Revenues</b>	<b>5,431,182</b>	<b>3,238,554</b>	<b>2,860,000</b>	<b>2,860,000</b>
<b><u>Other Sources:</u></b>				
Issuance of Notes	6,662,500		-	-
Issuance of Bonds		20,355,000	-	-
<b><u>Expenditures</u></b>				
	2019	2020	2021	2022
Expenditures	Actual	Actual	Projected	Budget
<b><u>Expenditures:</u></b>				
Economic Development	6,662,500	-	-	-
Payments to MHFPD	245,520	-	55,000	55,000
Trustee Fees	3,966	3,848	5,000	5,000
Debt Service	4,851,479	3,720,867	2,800,000	2,800,000
<b>Total Expenditures</b>	<b>11,763,465</b>	<b>3,724,715</b>	<b>2,860,000</b>	<b>2,860,000</b>
<b><u>Other Uses:</u></b>				
Bond Refunding		21,012,214		

In 2018 and 2019 a total of \$25.9 million in notes were issued to finance redevelopment costs. In 2020 bonds were issued to refund outstanding notes.

# Beautification Fund



The Beautification Fund was established in 2005 to account for revenue derived from a license fee on billboards approved by voters in 2004. Expenditures are restricted to providing for beautification efforts within the city. The City began including the fund in the annual budget in 2011.

# Beautification Fund

<b>Revenues</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Projected</b>	<b>2022 Budget</b>
Business licenses (billboards)	11,176	9,000	11,000	11,000
<b>Total Revenues</b>	<b>11,176</b>	<b>9,000</b>	<b>11,000</b>	<b>11,000</b>

<b>Expenditures</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Projected</b>	<b>2022 Budget</b>
<b>Parks and Recreation</b>				
Beautification	14,744	3,155	16,100	18,100

# Community Center Debt Service Fund



**The Community Center Debt Service Fund was established in 2015 to account for the resources to be used to pay interest and principal on the debt issuance related to the construction of the new community center. Resources will consist of transfers from the Parks Fund.**

# Community Center Debt Service Fund

<b>Transfers-in</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Projected</b>	<b>2022 Budget</b>
Transfer from Parks Fund	985,000	985,000	985,000	985,000
<b>Total Transfers</b>	<b>985,000</b>	<b>985,000</b>	<b>985,000</b>	<b>985,000</b>

<b>Expenditures</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Projected</b>	<b>2022 Budget</b>
Principal	635,000	650,000	665,000	675,000
Interest	340,083	327,233	314,100	302,000
Trustee Fees	3,078	6,813	5,900	8,000
<b>Total expenditures</b>	<b>978,161</b>	<b>984,046</b>	<b>985,000</b>	<b>985,000</b>



# User's Guide

A guide to reading the departmental budgets.

# user's guide

## Department Budgets

**Public Works**  
Department Summary

Program	General Fund	Specialty Fund	Capital Improvement Fund	State/Lateral Fund	Total
Engineering & Administration	389,811				389,811
Roads & Bridges	2,249,818				2,249,818
Stormwater	622,863				622,863
Streetlighting		482,308			482,308
Traffic Signs	1,817,382				1,817,382
Utilities & Energy Substations	754,258				754,258
Service/Lateral Project				276,969	276,969
Capital Projects		1,809	4,571,306		4,573,115
Capital Projects Management			223,911		223,911
<b>Total</b>	<b>58,425,134</b>	<b>5,649,599</b>	<b>5,439,925</b>	<b>527,000</b>	<b>59,998,657</b>

Organization Chart

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    graph TD
      CA[City Administrator] --> DPW[Director of Public Works]
      DPW --> EA[Executive Assistant]
      DPW --> P1[Engineer (2)]
      DPW --> CI[Construction Inspector]
      DPW --> ET[Engineer Trainee]
      DPW --> I1[Inspector (2)]
      DPW --> PM[Project Manager]
      DPW --> OM[Operations Manager]
      OM --> AA[Administrative Assistant]
      OM --> CL1[Green Leader (2)]
      OM --> CL2[Roads & Bridges]
      OM --> MW1[Maintenance Worker (2)]
      OM --> MW2[Maintenance Worker (2)]
      OM --> CL3[Green Leader - Stormwater]
      OM --> MW3[Maintenance Worker (2)]
      OM --> CL4[Green Leader - Veh. & Electric Motor]
      OM --> M1[Mechanic (2)]
      OM --> M2[Mechanic Helper]
  
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Each department budget includes a summary page that shows the programs within the department, funding sources and an organizational chart.

## Program Budgets

Each program budget includes pages describing the activities, funding sources and amounts (by type) of expenditure.

**2020 Programmatic Goals - Status**

Goals	Status	Comments
Implement year 5 of new management plan by December 2020	Completed	
Add Community Center fees into the asset management database by December 2020	In Progress	
Develop a long-range asset management plan by December 2020	Not Started	

**Roads and Bridges**

Department	No.	Program	No.	Program Manager
Public Works	50	Roads and Bridges	482	Operations Manager

**Program Activities**

- Roadway and Bridge Maintenance**  
This activity includes painting of potholes, sweeping streets, sealing of pavement cracks, and maintenance of all asphalt and concrete pavements, sidewalks, right-of-way maintenance and bridge maintenance.
- Traffic Control Devices**  
This activity installs and maintains all traffic control signs, pavement markings and traffic signals within the public right-of-way on city-maintained streets.
- Snow Removal**  
This activity is responsible for snow and ice control operations on city streets to maintain traffic flow.
- Fleet Management**  
This activity involves the planning and receiving of fleet and the removal of dead and damaged fleet within all public right-of-way in the City.
- Street Closures**  
This activity is responsible for applying retroreflective throughout the City. Lane marking services are provided by St. Louis County under contract.
- Fleet Operator 4<sup>th</sup> Maintenance**  
This activity is responsible for operation and maintenance of the city garage at the Fox and McDaniel Roads.

**2021 Programmatic Goals**

Goals
Complete long-range asset management within City right-of-way.
Add Community Center fees into the asset management database by December 2021
Implement asset management plan with all public works.
Begin in construction of Sustainability Center features.

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# Program Budgets

## Public Works Department Summary

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Program	General Fund	Streetlight Fund	Capital Improvement Fund	Sewer Lateral Fund	Total
Engineering & Administration	389,615				389,615
Roads & Bridges	2,040,816				2,040,816
Stormwater	623,003				623,003
Streetlighting		463,500			463,500
Solid Waste	1,817,162				1,817,162
Vehicle & Equip. Maintenance	554,558				554,558
Sewer Lateral Repairs				270,000	270,000
Capital Projects		1,000	4,373,000		4,576,000
Capital Projects Management			233,913		233,913
<b>Total</b>	<b>\$5,425,154</b>	<b>\$464,500</b>	<b>\$4,808,913</b>	<b>\$270,000</b>	<b>\$10,968,567</b>

### Organization Chart

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graph TD
    CA[City Administrator] --> DPW[Director of Public Works]
    DPW --> EA[Executive Assistant]
    DPW --> E2[Engineer (2)]
    DPW --> CI[Construction Inspector]
    DPW --> ET[Engineer Tech]
    DPW --> I25[Intern (.25)]
    DPW --> PM[Project Manager]
    DPW --> OM[Operations Manager]
    OM --> AA[Administrative Assistant]
    OM --> CL2[Crew Leader (2) Roads & Bridges]
    CL2 --> MW9[Maintenance Worker (9)]
    CL2 --> SMW75[Seasonal Maintenance Worker (.75)]
    OM --> CLS[Crew Leader - Stormwater]
    CLS --> MW3[Maintenance Worker (3)]
    OM --> CLVEM[Crew Leader - Veh. & Equip. Maint.]
    CLVEM --> M2[Mechanic (2)]
    CLVEM --> MH[Mechanic Helper]
    
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*Departmental programs*

*Funding sources*

*Total department budget*

*Organization of positions within department*

## Program Budgets

General Fund				
<b>Roads and Bridges</b>				
<b>Department</b> Public Works	<b>No.</b> 50	<b>Program</b> Roads and Bridges	<b>No.</b> 002	<b>Program Manager</b> Operations Manager
<b>Program Activities</b>				
<i>Roadway and Bridge Maintenance</i> This activity includes patching of potholes, sweeping streets, sealing of pavement cracks, and maintenance of all asphalt and concrete pavements, sidewalks, rights-of-way maintenance and bridge maintenance.				
<i>Traffic Control Devices</i> This activity installs and maintains all traffic control signs, pavement markings and traffic signals within the public rights-of-way on city-maintained streets.				
<i>Snow Removal</i> This activity is responsible for snow and ice control operations on city streets to maintain traffic flow.				
<i>Forestry</i> This activity involves the planting and trimming of trees and the removal of dead and diseased trees within all public rights-of-way in the City.				
<i>Vector Control</i> This activity is responsible for applying mosquitocide throughout the City. Larviciding services are provided by St. Louis County under contract.				
<i>Facility Operations &amp; Maintenance</i> This activity is responsible for operation and maintenance of the city garage at Fee Fee and Midland Roads.				
<b>2022 Programmatic Goals</b>				
<b>Goals</b>				
Continue honeysuckle removal within City right-of-way.				
Add Community Center trees into the asset management database by December 2022.				
Assist Parks maintenance crews with ballfield rehab.				
Re-inventory street trees.				
Sidewalk repair and replacement utilizing transition plan.				

*Listing and description of major activities within the program*

*Position responsible for managing program*

*Strategic goals and objectives relevant to the program, as well as programmatic goals for the budget year.*

## Program Budgets

*Program goals, status, and comments (see glossary for status definitions)*

2021 Programmatic Goals - Status		
Goals	Status	Comments
Assist Parks maintenance crews with ballfield rehabilitation..	In progress	
Add Community Center trees into the asset management database by December 2021.	In progress	Re-inventory via trim-grant
Continue honeysuckle removal within City right-of-way.	In progress	

Performance Measures				
Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Concrete pavement replacement (sq. yds.)	840	763	1,000	900
Concrete pavement replacement (each)	39	36	45	40
Concrete sidewalk replacement (sq. ft.)	7,803	9,691	10,000	13,000
Forestry (tree maintenance, each)	1,274	1,147	1,300	1,500
Right-of-way mowing (each)	12	10	10	10
Street sweeping (centerline lane miles)	321	371	350	350
Traffic control signs installed/replaced (each)	172	145	350	350
Mosquitocide applications city-wide	19	18	19	19
Plant new street trees	195	100	200	200
Asphalt pavement repair (tons)	85	149	70	75

*Benchmarks, efficiency measures and timetables of the program*

# Program Budgets



**Annual Budget -2022**  
**General Fund**

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Roads &amp; Bridges</b>	NUMBER <b>002</b>
Program Budget			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	1,189,860	1,231,870	1,262,180
CONTRACTUAL SERVICES	276,210	211,280	374,556
COMMODITIES	250,000	352,980	404,080
CAPITAL	49,665	0	0
TOTAL EXPENDITURES	1,765,735	1,796,130	2,040,816
Personnel Schedule			
Position	2020	2021	2022
OPERATIONS MANAGER	1.00	1.00	1.00
CREW LEADER	2.00	2.00	2.00
MAINTENANCE WORKER	9.00	9.00	9.00
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
SEASONAL MAINT. WORKER	0.75	0.75	0.75
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	13.75	13.75	13.75

*Compares expenditures over three fiscal years*

*All positions within the program*

*Number of employees (full-time equivalents) per position across three years*

# Program Budgets



Annual Budget -2022

General Fund

Budget source

Object of expenditure:  
Personnel Services,  
Contractual,  
Commodities, or  
Capital

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Public Works		50	Roads & Bridges			002
Contractual Services		2020	2021	2022	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
720.11	MISC. CONTRACTUAL	138,114	95,780	226,580	Smart phones (4) with hotspots	2,580
					Facility maintenance	7,500
					Landfill charges	20,000
					Vehicle location services (14)	5,100
					Mulch	11,500
					Pest control	1,500
					Radio maintenance/mounting	500
					Security monitoring	500
					Traffic signal maintenance	15,000
					Tree removal	30,000
					Weather forecast service	3,600
					Trim Grant to reinventory street trees, MDC reimburses 75%	18,800
					Pavement Striping	110,000
720.18	LEVEE DISTRICT ASSESSMENT	88,576	57,000	88,576	Levee district assessment	88,576
720.19	LARVICIDING SERVICES	0	3,000	3,000	County contract for larviciding	3,000
720.28	RENTAL - EQUIPMENT	2,855	3,500	3,500	Specialized equipment (as needed)	3,500
720.30	UTILITIES SERVICES	45,669	49,000	50,000	Electric - traffic signals	5,500
					Gas & electric	22,000
					Water (Dorsett/I-270)	4,500
					Water & sewer	18,000
720.51	PROFESSIONAL DEVELOPMENT	823	2,500	2,400	See professional development request	2,400
720.79	PROP. RESTORATION	173	500	500	Small claims	500
	TOTALS	276,210	211,280	374,556		

Specific planned expenditures within line item

Line Item  
Account Numbers

## Program Budgets



Annual Budget -2022

General Fund

DEPARTMENT	NUMBER	PROGRAM	NUMBER
Public Works	50	Roads & Bridges	002
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
AMERICAN PUBLIC WORKS ASSN		175	Annual membership (1)
APWA MEMBERSHIP STL METRO BRANCH	St. Louis, MO	250	Membership dues & mtgs (1)
APWA MO CHAPTER SPRING CONFERENCE	TBD (MO)	500	Annual conference (1)
INTL SOCIETY OF ARBORCULTURE		175	Membership Dues
TRAINING/SKILL DEVELOPMENT	Local	1,300	Annual program (13)
	TOTAL REQUEST	2,400	

*Specific conference, organization or training activity and the location where the activity will be held*

*Description of course, organization or seminar and estimated total cost*

*This total will match line item 720.51 on the page immediately preceding this page of each program*

# Program Budgets



Annual Budget -2022

General Fund

DEPARTMENT		NUMBER	PROGRAM		NUMBER
Finance		30	Information Technology		003
Capital Request					
Capital Item	Number Requested	Replace/ Add	Unit Cost	Total Cost	Description
NETWORK SWITCH REPLACEMENT	1	R	90,000	90,000	Replace all Network switches in City Hall and Garage which are over 10 years old.
POWERSHAULT MD1400	1	A	11,300	11,300	Additional storage space. This would add 12 Terabytes of space.
POWERSHAULT LTO-8 TAPE DRIVE	1	R	10,000	10,000	Ultium 8 tapes offer up to 30TB compressed data storage. This includes the tape drive, Host Adaptor and 20 tapes.
TOTAL REQUEST				111,300	

*Listing of Capital Asset Items to be purchased*

*Quantity, replacement or addition, unit cost, total cost and description*

# strategic plan

## In program budgets

Within each goal of the strategic plan, the City Council has identified objectives and the activities required to accomplish those objectives. When an objective and activity applies to a specific program, the first page of that program will include that information. To distinguish between each of the seven strategic goals, a color-coding system is used, as shown below.

<b>Goal 1: Quality Housing</b>
<b>Goal 2: Building Community</b>
<b>Goal 3: City Services</b>
<b>Goal 4: Financial Stability</b>
<b>Goal 5: Safety</b>
<b>Goal 6: Economic Development</b>
<b>Goal 7: Creating Identity</b>

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**Executive/Legislative**

# Executive/Legislative

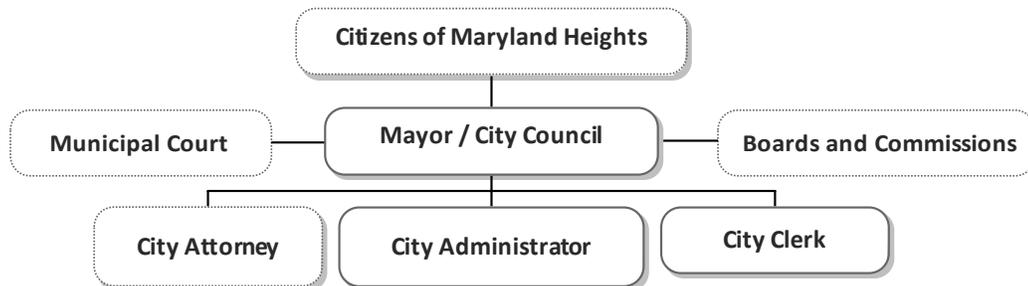
## Department Summary

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<u>Program</u>	<u>General Fund</u>	<u>Total</u>
Mayor's Office	45,525	45,525
City Council	136,069	136,069
<b>Total</b>	<b>\$181,594</b>	<b>\$181,594</b>

## Organization Chart

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# Mayor's Office

Department	No.	Program	No.	Program Manager
Executive/Legislative	10	Mayor's Office	001	Mayor

## Program Activities

### *Mayor's Office*

The Mayor is the chief executive officer of the City. He is recognized as the official head of the City for all legal purposes. He presides at council meetings and at ceremonial occasions. The Mayor may only vote on legislation to break a tie.

The Mayor is elected to a four-year term.



DEPARTMENT <b>Executive/Legislative</b>	NUMBER <b>10</b>	PROGRAM <b>Mayor's Office</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	15,612	15,619	15,625
CONTRACTUAL SERVICES	2,356	18,400	29,900
TOTAL EXPENDITURES	17,968	34,019	45,525
<b>Personnel Schedule</b>			
Position	2020	2021	2022
MAYOR*			
* NOT COUNTED IN FTE			
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Executive/Legislative</b>		<b>10</b>	<b>Mayor's Office</b>		<b>001</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	14,400	14,400	14,400	Mayor 14,400
711.00	BENEFITS	1,212	1,219	1,225	FICA 1,101 Workers' compensation 44 Other 80
	TOTALS	15,612	15,619	15,625	



DEPARTMENT <b>Executive/Legislative</b>		NUMBER <b>10</b>	PROGRAM <b>Mayor's Office</b>			NUMBER <b>001</b>
Contractual Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	507	600	600	Smart phones (1)	600
720.51	PROFESSIONAL DEVELOPMENT	296	11,950	23,450	See professional development request	23,450
720.54	PUBLIC RELATIONS	1,492	5,000	5,000	Quarterly Chamber of Commerce breakfasts, meetings and awards luncheon	5,000
720.80	VEHICLE REIMBURSEMENT	61	850	850	Mileage reimbursement	850
	TOTALS	2,356	18,400	29,900		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Executive/Legislative</b>	<b>10</b>	<b>Mayor's Office</b>	<b>001</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
HOME DOCK CITIES MEMBERSHIP	Annual Dues	15,000	
ICSC CONFERENCE	Las Vegas, NV (1)	2,500	
MEETINGS & SEMINARS	Various (1)	1,100	Municipal League functions, meeting with legislators and officials, etc.
METRO MAYORS	Various	350	Annual dues
MML CONFERENCE	Lake Ozark, MO (1)	2,000	Annual Conference
MML LEGISLATIVE CONFERENCE	Jefferson City, MO (1)	500	Meet with state legislators
NLC CONF.	Kansas City, MO (1)	2,000	Annual Conference
	<b>TOTAL REQUEST</b>	<b>23,450</b>	

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# City Council

Department	No.	Program	No.	Program Manager
Executive/Legislative	10	City Council	002	City Council

## Program Activities

### *City Council*

Eight council members comprise the legislative branch of city government and are responsible for the adoption of the budget, the passage of legislation and the establishment of city policy.

Council members are elected on a non-partisan basis to serve two-year overlapping terms; one member from each of the four wards is elected annually.

Each year, the council elects one of its members to serve as President Pro-Tem.

### Strategic Goal(s) Activity for 2022

#### Goal 3: City Services

**Objective: Continue aggressive monitoring of city performance.**

#### Activities and Steps

1. *Continue to survey residents' satisfaction with city services on a biennial basis.*

#### Goal 4: Financial Stability

**Objective: Maintain practice of keeping one year of operating expenses in reserve.**

#### Activities and Steps

1. *Continue 5-year financial planning.*

2. *Continue to monitor government affairs at both the state and federal levels for potential cost/benefit to city operations.*

### 2022 Programmatic Goals

#### Goals

Block efforts by state legislature to redistribute gaming tax revenue.

Maintain reserves at established target level.

Re-evaluate reserve fund policies and goals.

Update and complete the City's Strategic Plan.

Participate in efforts by the Municipal League of Metro St. Louis to monitor legislation.

Continue to support the Municipal League of Metro St. Louis.

<b>2021 Programmatic Goals Status</b>		
<b>Goals</b>	<b>Status</b>	<b>Comments</b>
Block efforts by state legislature to redistribute gaming tax revenue.	Ongoing	
Maintain reserves at established target level.	Ongoing	Pandemic has caused atypical reserve spending.
Re-evaluate reserve fund policies and goals.	Ongoing	
Update and complete a strategic plan for the City.	Ongoing	
Participate in efforts by the Municipal League of Metro St. Louis to monitor legislation.	Ongoing	
Continue to support the Municipal League of Metro St. Louis.	Ongoing	



DEPARTMENT <b>Executive/Legislative</b>	NUMBER <b>10</b>	PROGRAM <b>City Council</b>	NUMBER <b>002</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	62,741	62,761	62,784
CONTRACTUAL SERVICES	65,885	68,396	73,285
TOTAL EXPENDITURES	128,626	131,157	136,069
<b>Personnel Schedule</b>			
Position	2020	2021	2022
CITY COUNCIL MEMBERS (8)* * NOT COUNTED IN FTE			
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Executive/Legislative</b>		<b>10</b>	<b>City Council</b>		<b>002</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	57,600	57,600	57,600	City Council 57,600
711.00	BENEFITS	5,141	5,161	5,184	FICA 4,406 Workers' compensation 178 Other 600
	TOTALS	62,741	62,761	62,784	



DEPARTMENT <b>Executive/Legislative</b>		NUMBER <b>10</b>	PROGRAM <b>City Council</b>		NUMBER <b>002</b>
Contractual Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>
<b>Account Number</b>	<b>Account Description</b>				
720.11	MISC. CONTRACTUAL	49,650	45,000	45,000	Legislative liaison 45,000
720.51	PROFESSIONAL DEVELOPMENT	16,235	23,396	28,285	See professional development request 28,285
	TOTALS	65,885	68,396	73,285	



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Executive/Legislative</b>	<b>10</b>	<b>City Council</b>	<b>002</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
MARYLAND HGTS CHAMBER OF COMMERCE		8,000	Membership dues and special events
MEETINGS & SEMINARS	Local	2,000	Local training and meetings
MISSOURI MUNICIPAL LEAGUE (MML)		2,885	Membership dues
MML CONFERENCE	Lake Ozark, MO (3)	6,000	Annual Conference
MML LEGISLATIVE CONFERENCE	Jefferson City, MO (3)	1,500	Meet with State legislators
NLC CONFERENCE	Kansas City, MO (3)	6,000	Annual Conference
NLC DUES		1,900	Membership dues
	<b>TOTAL REQUEST</b>	<b>28,285</b>	



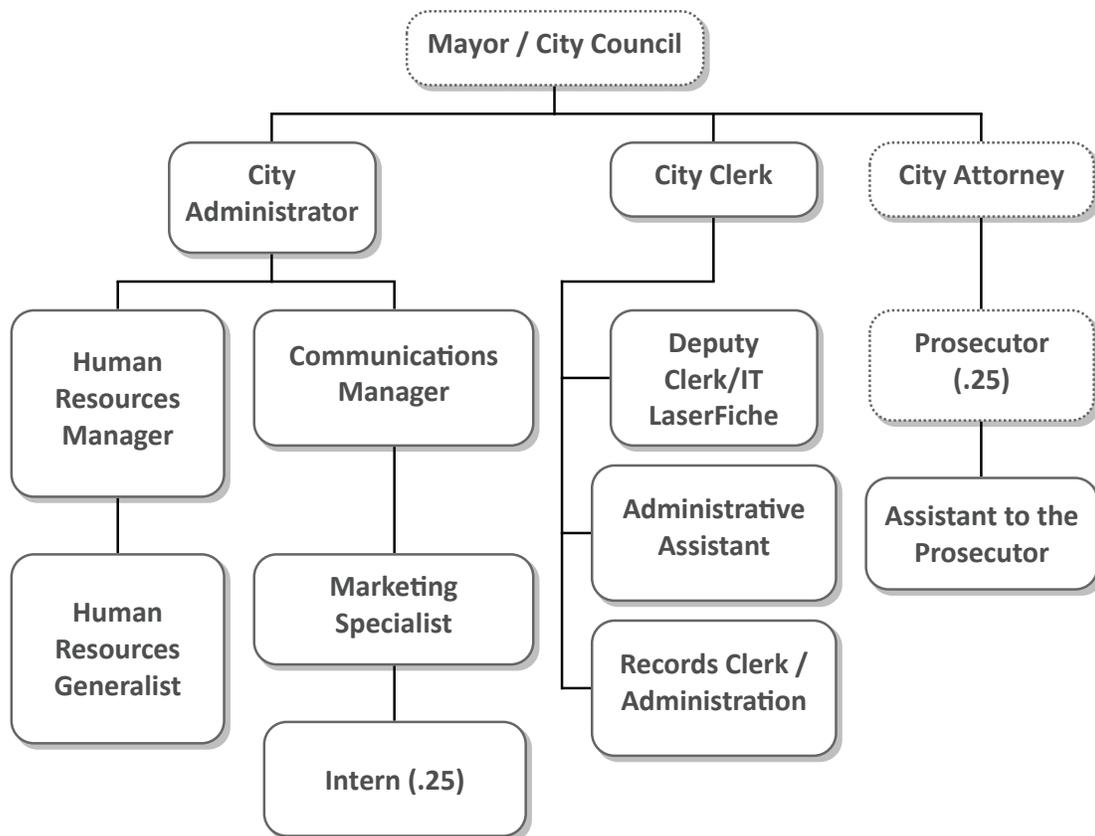
# Administration

# Administration

## Department Summary

<u>Program</u>	<u>General Fund</u>	<u>Total</u>
City Clerk's Office	431,193	431,193
Legal Services	343,775	343,775
City Administrator's Office	249,191	249,191
Human Resources	366,459	366,459
Communications	267,010	267,010
Central Services	91,675	91,675
Risk Management	530,000	530,000
<b>Total</b>	<b>\$2,279,303</b>	<b>\$2,279,303</b>

## Organization Chart



# City Clerk’s Office

Department	No.	Program	No.	Program Manager
Administration	20	City Clerk’s Office	001	City Clerk

## Program Activities

### *Documents and Records*

The Clerk is custodian of all city records and keeps the official city seal. The Clerk prepares and maintains all minutes of City Council meetings and keeps records of council committee and boards and commissions meetings. The Clerk is also responsible for responding to requests for records under the Missouri Sunshine law. The City Clerk’s Office is the administrator of the records management software, Laserfiche.

### *Licensing*

The Clerk’s office processes, issues and maintains business, liquor, vendor, solicitors, billboard and telecommunication antennae licenses. The office is also responsible for issuing special event permits.

### *Elections*

The City Clerk is the authorized official responsible for accepting declarations of candidacy, submitting certifications and other information related to municipal elections to the St. Louis County Board of Election Commissioners, and for providing voter registration services.

### *Mayor and Council Staff Support*

The City Clerk prepares and assembles council meeting information packets and provides administrative support to the Mayor and City Council.

## 2022 Programmatic Goals

### Goals

Submit all legislation amending the municipal code to the codifier following the last meeting in June and the last meeting in December for biannual codification.
Proceed with implementation of Laserfiche Records Management software.
Continue converting permanent records to digital format. This is ongoing project.
Create procedures manual for general operations.
Create newly elected officials manual.
Maintain database, contracts and special security requests showing the number of hours worked and the costs of the Secondary Employment Program.
Create additional workflow programs within Laserfiche to assist departments with quality control, expedient service and the processing of invoices.
Introduce the use of Laserfiche forms to the City’s website to enable fillable forms that will be directly sent to staff.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Submit all legislation amending the municipal code to the codifier following the last meeting in June and the last meeting in December for bi-annual codification.	Ongoing	
Proceed with implementation of Laserfiche Records Management Software.	Ongoing	
Convert permanent Community Development Department records to digital format.	Ongoing	
Maintain database, contracts and special security requests showing the number of hours works and the costs of the Secondary Employment Program	Ongoing	
Complete Records Management Policy for adoption by the City Council. This policy has been submitted to the City Administrator for approval. We will take the policy to the Finance and Administration Committee before council approval	Goal met	
Investigate the use of Laserfiche fillable forms on the City's website.	Ongoing	
Create additional workflow programs. Workflow programs are currently in use by maintenance staff, finance and parks staff.	Ongoing	

Performance Measures				
Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Billboard licenses issued	22	22	22	22
Business licenses issued (includes home-based)	1,860	1,875	2,035	2,045
Event Security Applications	40	2	18	20
Itinerant merchant licenses issued	7	3	5	5
Liquor licenses issued (including picnic and caterer)	182	80	180	180
Minutes completed	120	95	120	90
Ordinances passed	100	90	100	75
Records archived	28,887	24,426	35,000	35,000
Requests for public records	175	220	300	300
Solicitor licenses issued	20	4	75	75
Special event licenses issued	81	11	50	50
Telecommunications antenna licenses issued	32	31	31	31
Tourism tax (# of hotels)	23	23	23	23
Vending licenses (# of locations)	1,141	920	1,000	1,000



DEPARTMENT <b>Administration</b>	NUMBER <b>20</b>	PROGRAM <b>City Clerk's Office</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget	2021 Budget	2022 Budget
PERSONNEL SERVICES	352,947	356,653	369,548
CONTRACTUAL SERVICES	32,222	35,810	61,145
COMMODITIES	522	1,375	500
TOTAL EXPENDITURES	385,691	393,838	431,193
<b>Personnel Schedule</b>			
Position	2020	2021	2022
CITY CLERK	1.00	1.00	1.00
DEPUTY CTY CLERK/IT LASERFICHE	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
RECORDS CLERK/ADMINISTRATION	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	4.00	4.00	4.00



DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>City Clerk's Office</b>		NUMBER <b>001</b>
Personnel Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>
<b>Account Number</b>	<b>Account Description</b>				
710.00	SALARIES	260,635	261,280	271,658	Supervisory 91,794 Regular 171,042 Overtime 1,500 Longevity pay 7,322
711.00	BENEFITS	92,312	95,373	97,890	FICA 20,779 Workers' compensation 816 Health insurance 40,176 Life & Disability insurance 2,626 Dental insurance 1,440 Pension 32,053
	TOTALS	352,947	356,653	369,548	



Annual Budget -2022

General Fund

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>City Clerk's Office</b>			NUMBER <b>001</b>
Contractual Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	6,082	6,000	6,200	Municipal code supplements (2)	5,000
					Data destruction services	1,200
720.25	DATA PROCESSING	11,590	17,000	28,000	Laserfiche maintenance and support (42 licenses)	8,000
					Archive social annual maintenance	5,000
					Laserfiche licenses (5)	5,000
					Oversized document scanning	10,000
720.51	PROFESSIONAL DEVELOPMENT	3,267	2,010	11,145	See professional development request	11,145
720.80	VEHICLE REIMBURSEMENT	0	500	500	Mileage reimbursement	500
720.84	ADVERTISING	161	300	300	Public notices	300
720.85	ELECTION EXPENSE	11,122	10,000	15,000	April election	15,000
	TOTALS	32,222	35,810	61,145		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Administration</b>	<b>20</b>	<b>City Clerk's Office</b>	<b>001</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
IIMC		360	Membership dues (2)
IIMC CONFERENCE	Little Rock, AR	3,500	Annual Conference (2)
LASERFICHE EMPOWER	Long Beach, CA	1,500	Annual Conference (1)
MML CONFERENCE	Lake Ozark, MO	2,500	Annual Conference (2)
MOCCFOA EASTERN DIVISION		35	Membership dues (2)
MOCCFOA EASTERN DIVISION	Local	400	Monthly Meetings (2)
MOCCFOA SPRING INSTITUTE	Columbia, MO	2,600	Annual Conference (2)
MOCCFOA STATE		50	Membership dues (2)
MOCCFOA SUMMER RETREAT	Columbia, MO	200	Planning Session (1)
	<b>TOTAL REQUEST</b>	<b>11,145</b>	



DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>City Clerk's Office</b>		NUMBER <b>001</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	522	1,375	500	Vending stickers 500
	TOTALS	522	1,375	500	

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# Legal Services

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Administration	20	Legal Services	002	City Attorney

## Program Activities

### *Legal Representation*

The City Attorney represents the City in civil and criminal suits, provides legal counsel, and drafts ordinances or administrative regulations. Outside legal counsel may also be retained by the City to assist the City Attorney in legal areas requiring special expertise.

### *City Prosecutor*

The city prosecutors prosecute all violations of the traffic code, property maintenance code, and other municipal codes and ordinances.

## 2022 Programmatic Goals

### Goals

Provide City Council quarterly litigation updates.

## 2021 Programmatic Goals - Status

### Goals

Provide City Council quarterly litigation updates.

### Status

Ongoing

### Comments



DEPARTMENT <b>Administration</b>	NUMBER <b>20</b>	PROGRAM <b>Legal Services</b>	NUMBER <b>002</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	129,035	168,289	171,525
CONTRACTUAL SERVICES	236,099	171,750	171,750
COMMODITIES	327	500	500
TOTAL EXPENDITURES	365,461	340,539	343,775
<b>Personnel Schedule</b>			
Position	2020	2021	2022
PROSECUTOR	0.25	0.25	0.25
ASSISTANT TO THE PROSECUTOR	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	1.25	1.25	1.25



DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Administration</b>		<b>20</b>	<b>Legal Services</b>			<b>002</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	104,247	139,897	142,531	Regular	63,025
					Part-time	75,000
					Overtime	2,000
					Longevity pay	2,506
711.00	BENEFITS	24,788	28,392	28,994	FICA	10,903
					Workers' compensation	433
					Health insurance	8,700
					Life & Disability insurance	630
					Dental insurance	360
					Pension	7,968
	TOTALS	129,035	168,289	171,525		



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Legal Services</b>			NUMBER <b>002</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	44,056	20,000	20,000	Outside counsel, litigation, appraisals, experts, court reporters, transcripts	20,000
720.13	LEGAL SERVICES	191,871	150,000	150,000	City Attorney	150,000
720.51	PROFESSIONAL DEVELOPMENT	172	1,750	1,750	See professional development request	1,750
TOTALS		236,099	171,750	171,750		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Administration</b>	<b>20</b>	<b>Legal Services</b>	<b>002</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
MACA BOARD MEETINGS	Lake Ozarks, MO	1,200	Quarterly meetings (4)-possibly virtual
MACA DUES		75	
MACA FALL CONFERENCE	Various	175	Annual conference (1)
MSLACA DUES		50	Annual dues (1)
OTHER LOCAL MEETINGS		250	
	TOTAL REQUEST	1,750	



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Legal Services</b>		NUMBER <b>002</b>
<b>Commodities</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>
<b>Account Number</b>	<b>Account Description</b>				
730.20	OPERATIONAL SUPPLIES	327	500	500	Supplies for meetings, etc. 500
	TOTALS	327	500	500	

# City Administrator's Office

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Administration	20	City Administrator's Office	003	City Administrator

## Program Activities

### *City Administration*

The City Administrator is responsible for the oversight of day-to-day operations of the City. She supervises all departments, sees that all ordinances are enforced and all contracts are performed, and makes recommendations to the City Council regarding the budget, city operations and city policy.

## 2022 Programmatic Goals

### Goals

Provide City Council with quarterly updates pertaining to goals and financial reports.
Continue to review the current Pay and Classification Plan and make recommendations for 2023 Fiscal year by August 2022.
Provide the City Council with an annual Key Performance Indicators report by September 15, 2022.
Present update of 5-year financial projection to the City Council by August 15, 2022.
Submit proposed 2023 budget to the City Council by November 4, 2022.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Provide the City Council quarterly performance reports.	Ongoing	
Submit proposed 2022 budget to the City Council by November 5, 2021.	In progress	
Provide the City Council with an annual Key Performance Indicators report by September 15, 2021.	Not met	
Provide update of 5-year financial projection to the City Council by August 15, 2021.	Goal met	
Review the current Pay and Classification Plan and make recommendations for 2022 Fiscal year by August 2021.	Goal met	



DEPARTMENT <b>Administration</b>	NUMBER <b>20</b>	PROGRAM <b>City Administrator's Office</b>	NUMBER <b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget	2021 Budget	2022 Budget
PERSONNEL SERVICES	469,702	305,845	230,576
CONTRACTUAL SERVICES	12,076	11,515	18,615
TOTAL EXPENDITURES	481,778	317,360	249,191
<b>Personnel Schedule</b>			
Position	2020	2021	2022
CITY ADMINISTRATOR	1.00	1.00	1.00
ASST TO THE CITY ADMINISTRATOR	1.00	0.30	0.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	2.00	1.30	1.00



DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>City Administrator's Office</b>		NUMBER <b>003</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	376,742	217,865	178,990	Supervisory 178,500 Longevity pay 490
711.00	BENEFITS	92,960	87,980	51,586	FICA 13,692 Workers' compensation 553 Health insurance 14,076 Life & Disability insurance 1,785 Dental insurance 360 Pension 21,120
TOTALS		469,702	305,845	230,576	



DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>City Administrator's Office</b>			NUMBER <b>003</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	8,198	1,200	600	Smart phones (1)	600
720.51	PROFESSIONAL DEVELOPMENT	2,378	4,315	7,015	See professional development request	7,015
720.54	PUBLIC RELATIONS	0	0	5,000	Public Relations	5,000
720.80	VEHICLE REIMBURSEMENT	1,500	6,000	6,000	Admin Car Allowance	6,000
TOTALS		12,076	11,515	18,615		



DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>City Administrator's Office</b>	NUMBER <b>003</b>
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
ICMA		1,300	Membership dues (1)	
ICMA CONFERENCE	Columbus, OH	2,000		
MCMA REGIONAL CONFERENCE	TBD	1,000		
MEETINGS & SEMINARS	Local	1,500	Meetings, committees, seminars, etc. (2)	
MML CONFERENCE	Ozarks	1,000		
MO CITY MGMT ASSOCIATION		115	Membership dues (1)	
SLACMA		100	Membership dues (1)	
	TOTAL REQUEST	7,015		

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# Human Resources

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Administration	20	Human Resources	004	Human Resources Manager

## Program Activities

### *Personnel Management - General*

This activity involves administering the personnel policies established by the City Council. The Human Resources Manager oversees the recruitment, training, classification and disciplining of non-sworn personnel.

### *Personnel Management - Police*

The City has established a police personnel system for the recruitment, testing, hiring, promotion and disciplining of sworn police officers that is overseen by the Human Resources Manager and Police Chief.

### *Benefits Administration*

This activity oversees workers' compensation, unemployment compensation, the employee assistance program and other benefits programs.

## 2022 Programmatic Goals

### Goals

Review/revise employee evaluation form.

Review/revise employee job descriptions.

Quarterly supervisory training.

## 2021 Programmatic Goals - Status

### Goals

### Status

### Comments

Complete comprehensive update of personnel policies and procedures manual.

In progress

## Performance Measures

### Metrics

2019  
Actual

2020  
Actual

2021  
Estimate

2022  
Projected

Number of employees requesting tuition reimbursement

10

7

6

10

Number of courses requested for tuition reimbursement

21

14

8

18



DEPARTMENT <b>Administration</b>	NUMBER <b>20</b>	PROGRAM <b>Human Resources</b>	NUMBER <b>004</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	203,952	217,390	210,357
CONTRACTUAL SERVICES	152,651	140,702	155,902
COMMODITIES	0	200	200
TOTAL EXPENDITURES	356,603	358,292	366,459
<b>Personnel Schedule</b>			
Position	2020	2021	2022
HUMAN RESOURCES MANAGER	1.00	1.00	1.00
HUMAN RESOURCES GENERALIST	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	2.00	2.00	2.00



DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Administration</b>		<b>20</b>	<b>Human Resources</b>			<b>004</b>
Personnel Services		2020	2021	2022	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
710.00	SALARIES	154,799	167,095	159,234	Supervisory	93,782
					Regular	61,449
					Overtime	1,000
					Longevity pay	3,003
711.00	BENEFITS	49,153	50,295	51,123	FICA	12,180
					Workers' compensation	483
					Health insurance	17,400
					Life & Disability insurance	1,551
					Dental insurance	720
					Pension	18,789
	TOTALS	203,952	217,390	210,357		



Annual Budget -2022

General Fund

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Human Resources</b>			NUMBER <b>004</b>
Contractual Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	75,373	66,695	76,195	Employee assistance program	8,500
					Employee recognition events	10,000
					Police candidate testing	1,500
					BLR reporting service	1,695
					Employee service awards	2,000
					Police HR Consultant	51,000
					Supervisor training	1,500
720.14	MEDICAL SERVICES	7,897	17,500	17,500	Random drug testing & pre-employment physicals	12,500
					Employee wellness programs	5,000
720.17	UNEMPLOYMENT COMP.	37,469	20,000	20,000	Unemployment comp.	20,000
720.43	EMPLOYEE RECRUITMENT	0	500	2,000	Employment ads, interview expenses	2,000
720.51	PROFESSIONAL DEVELOPMENT	2,485	1,007	5,207	See professional development request	5,207
720.57	EDUCATION TUITION RMBRSMNT	29,427	35,000	35,000	Citywide program	35,000
	<b>TOTALS</b>	<b>152,651</b>	<b>140,702</b>	<b>155,902</b>		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Administration</b>	<b>20</b>	<b>Human Resources</b>	<b>004</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
IPMA-HR		228	Membership dues (2)
IPMA-HR GSL CHAPTER		240	Membership dues (2)
MO SHRM ANNUAL CONFERENCE	Osage Beach, MO	1,200	
SHRM	St. Louis, MO	320	Membership dues
SHRM		219	Membership dues
SHRM ANNUAL CONFERENCE & EXPO	New Orleans, LA	3,000	
	TOTAL REQUEST	5,207	



DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Human Resources</b>			NUMBER <b>004</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	0	200	200	Manuals, books, etc.	200
	TOTALS	0	200	200		

# Communications

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Administration	20	Communications	005	Communications Manager

## Program Activities

### *Communications*

This activity is responsible for effectively engaging in public information and community relations, media relations, social media and employee communications in order to increase citizen awareness, support, and satisfaction with city services and to position the City as an attractive location to live, work and visit. A wide range of communications programs and services have been established.

2022 Programmatic Goals
Goals
Launch new podcast series by June 2022 to connect with residents digitally aside from social media.
Implement mass notification communication system by June 2022.
Create and implement a city-wide style guide by December 2022.
Continue recycling education program to include at least one article per quarter in city newsletter.
Continue to educate residents about floodplain management, best practices and available programs through newsletter and website content.
Complete licensing process for at least one drone operator by December 2022.
Complete eighth session of Maryland Heights U-Civic Academy by October 31, 2022.

2021 Programmatic Goals - Status		
Goals	Status	Comments
Launch new podcast series by June 2021 to connect with residents digitally aside from social media.	Not met	
Create a social media instruction class for senior residents by March 2021.	Goal met	
Create and implement a city-wide style guide by December 2021.	In progress	
Expand recycling education program to include at least one article per quarter in city newsletter.	Goal met	
Continue to educate residents about floodplain management, best practices and available programs through newsletter and website content.	Ongoing	
Complete licensing process for at least one drone operator by December 2021.	Not met	
Complete seventh session of Maryland Heights U-Civic Academy by October 31, 2021.	Goal met	

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Estimate</b>	<b>2022 Projected</b>
City newsletters	12	12	12	12
Maryland Heights Night Out block parties	21	*0	24	20
Facebook posts (All City Accounts)	1,057	958	900	950
All City Twitter Account Tweets	302	210	250	300
Website “sessions” (front page)	228,348	228,225	220,000	250,000

*\*Due to COVID-19 and the associated social distancing and gathering size restrictions, Maryland Heights Night Out was altered to not include block parties.*



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Administration</b>	NUMBER <b>20</b>	PROGRAM <b>Communications</b>	NUMBER <b>005</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget	2021 Budget	2022 Budget
PERSONNEL SERVICES	117,348	97,470	141,010
CONTRACTUAL SERVICES	101,921	108,815	119,250
COMMODITIES	3,993	6,750	6,750
TOTAL EXPENDITURES	223,262	213,035	267,010
<b>Personnel Schedule</b>			
Position	2020	2021	2022
COMMUNICATION MANAGER	1.00	1.00	1.00
INTERN	0.00	0.25	0.25
MARKETING SPECIALIST	1.00	0.00	0.50
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	2.00	1.25	1.75



Annual Budget -2022

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Administration</b>		<b>20</b>	<b>Communications</b>			<b>005</b>
Personnel Services		2020	2021	2022		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
710.00	SALARIES	86,729	71,716	100,011	Regular	93,043
					Overtime	300
					Part-time	5,520
					Longevity pay	1,148
711.00	BENEFITS	30,619	25,754	40,999	FICA	7,649
					Workers' compensation	305
					Health insurance	20,426
					Life & Disability insurance	930
					Dental insurance	540
					Pension	11,149
TOTALS		117,348	97,470	141,010		



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Communications</b>			NUMBER <b>005</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	27,901	14,750	23,100	Boards and Commissions recognition program	5,000
					Website hosting and maintenance	5,000
					Podcast Hosting Services	300
					Smart phones (2)	1,200
					Council and staff photos	100
					Staff and city council shirts	1,000
					External advertisement (Facebook)	300
					Marketing Subscriptions (E-Newsletter, Stock Photos & Music, etc.)	2,500
					Mass notification system	7,700
720.23	POSTAGE	44,723	54,000	54,000	City newsletter - mail handling	7,500
					City newsletter - postage	45,000
					Special mailings - postage	1,500
720.26	PRINTING & BINDING	28,400	35,500	37,000	City newsletter	33,000
					Brochures (new and existing fliers, special needs)	2,500
					Home improvement guide / split with Community Dev	1,500
720.51	PROFESSIONAL DEVELOPMENT	897	3,815	4,400	See professional development request	4,400
720.80	VEHICLE REIMBURSEMENT	0	750	750	Mileage reimbursement	750
	<b>TOTALS</b>	<b>101,921</b>	<b>108,815</b>	<b>119,250</b>		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Administration</b>	<b>20</b>	<b>Communications</b>	<b>005</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
3CMA		950	Membership dues (3)
3CMA CONFERENCE	Portland, OR	1,600	Annual conference (1)
GOV'T SOCIAL MEDIA CONFERENCE	Dallas, TX	1,600	
TRAINING/SKILL DEVELOPMENT	TBD	250	Webinars and training materials
	TOTAL REQUEST	4,400	



DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Communications</b>		NUMBER <b>005</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	3,993	6,750	6,750	Plaques, ceremonial supplies, 750 other
					Maryland Heights Night Out 1,400
					Maryland Heights U: Civic Academy 300
					Marketing/promotional supplies 4,000
					Podcasting Equipment 300
	TOTALS	3,993	6,750	6,750	

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# Central Services

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Administration	20	Central Services	006	City Administrator

## Program Activities

### *Centralized Services*

This activity provides services for all city departments in a centralized manner to increase efficiency in providing office supplies, postage, and mail distribution.

### *Purchasing*

The City operates a decentralized purchasing system coordinated by the City Administrator who is the designated purchasing agent. The Administrator’s office is responsible for the coordination of the formal competitive bid process for all departments.

## 2022 Programmatic Goals

### Goals

Continue efforts to identify and implement cost-savings measures.

## 2021 Programmatic Goals - Status

### Goals

Continue efforts to identify and implement cost-savings measures.

### Status

Ongoing

### Comments



DEPARTMENT <b>Administration</b>	NUMBER <b>20</b>	PROGRAM <b>Central Services</b>	NUMBER <b>006</b>
<b>Program Budget</b>			
<b>Object of Expenditure</b>	<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>
CONTRACTUAL SERVICES	21,714	28,675	28,675
COMMODITIES	51,050	63,000	63,000
TOTAL EXPENDITURES	72,764	91,675	91,675
<b>Personnel Schedule</b>			
<b>Position</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Annual Budget -2022

General Fund

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Central Services</b>			NUMBER <b>006</b>
Contractual Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	293	1,675	1,675	AED program - annual physician oversight fee	1,600
					Notary commissions (3)	75
720.23	POSTAGE	16,578	20,000	20,000	Postage meter, courier services	20,000
720.26	PRINTING & BINDING	3,964	5,000	5,000	Citywide needs: budget, business cards, invitations, etc.	5,000
720.84	ADVERTISING	879	2,000	2,000	Bid solicitations, etc.	2,000
	TOTALS	21,714	28,675	28,675		



DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Central Services</b>		NUMBER <b>006</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
730.11	OFFICE SUPPLIES	50,050	63,000	63,000	Citywide copy paper, office supplies and small equipment 53,000 Copy machine overages 10,000
730.20	OPERATIONAL SUPPLIES	1,000	0	0	
	TOTALS	51,050	63,000	63,000	

# Risk Management

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Administration	20	Risk Management	007	Human Resources Manager

## Program Activities

### *Risk Management*

This activity is responsible for protecting the City against the financial consequences of unforeseen losses through risk identification, mitigation and insurance. The City participates in the St. Louis Area Insurance Trust (SLAIT), a multi-city self-insurance pool that covers workers' compensation, general liability, and health insurance.

### *Workers Compensation Insurance*

This activity is designed to protect the City and its employees from financial loss resulting from on-duty injury or illness through an insurance program covering such losses. The cost of this coverage is budgeted in the personnel services of each program.

### *Employee Safety Programs*

This activity includes the administration of city-wide programs to promote on-the-job safety and to monitor trends in employee accidents and injuries. An employee safety committee coordinates these efforts.

## 2022 Programmatic Goals

### Goals

Provide annual reports to all departments showing year-to-date accidents and injuries.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Provide annual report to all departments showing year-to-date accidents and injuries.	Ongoing	

## Performance Measures

	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Workers compensation claims (by policy year)	15	29	31	20
General liability claims (by policy year)	1	8	1	2
Auto liability claims (by policy year)	4	8	2	4
Law enforcement claims (by policy year)	0	7	1	0



DEPARTMENT <b>Administration</b>	NUMBER <b>20</b>	PROGRAM <b>Risk Management</b>	NUMBER <b>007</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
CONTRACTUAL SERVICES	464,908	525,000	530,000
TOTAL EXPENDITURES	464,908	525,000	530,000
<b>Personnel Schedule</b>			
Position	2020	2021	2022
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Risk Management</b>			NUMBER <b>007</b>
Contractual Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.71	PROPERTY/CASUALTY INS.	464,908	525,000	530,000	Property coverage	265,000
					Auto, police, and general liability (SLAIT)	220,000
					Public officials	40,000
					Bonds	5,000
	TOTALS	464,908	525,000	530,000		

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**Finance**

# Finance

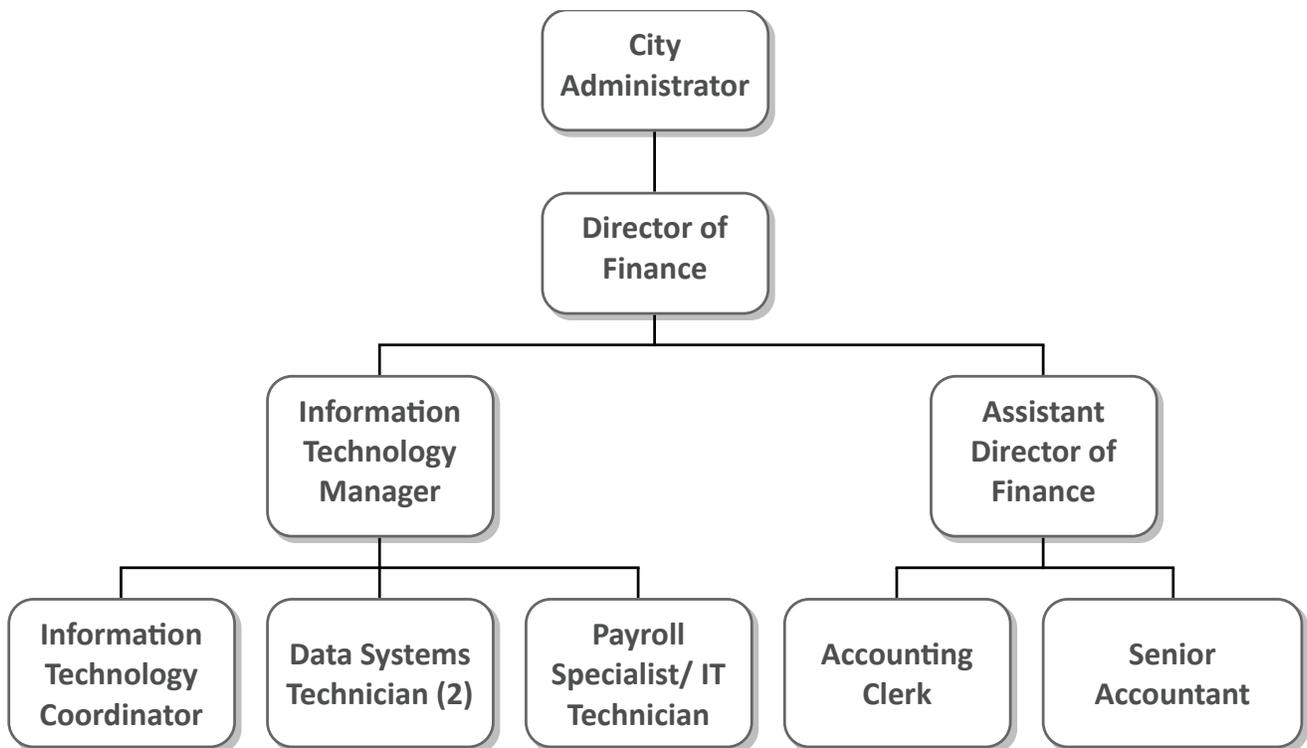
## Department Summary

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<u>Program</u>	<u>General Fund</u>	<u>Total</u>
Finance	632,805	632,805
Information Technology	1,195,426	1,195,426
<b>Total</b>	<b>\$1,828,231</b>	<b>\$1,828,231</b>

## Organization Chart

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# Finance

Department	No.	Program	No.	Program Manager
Finance	30	Finance	001	Finance Director

## Program Activities

### *Department Administration*

Activities within the department include finance, geographic information systems, and information technology.

### *Financial Management*

This activity is responsible for all financial and accounting functions of the City. Revenues and expenditures are recorded and monitored, all financial reports are generated, cash management, payroll and cash disbursements are performed. The Finance Director is responsible for adherence to federal and state regulations regarding payroll reporting, budget publication, grant compliance, etc.

### *Treasury*

The Finance Director serves as overseer of treasury operations pursuant to state statute.

### *Audit*

An annual audit of the City's financial reports is performed by an independent auditor selected by the City Council. The Council Finance Committee is the designated audit committee.

## Strategic Goal(s) Activity for 2022

### Goal 4: Financial Stability

**Objective: Maintain practice of keeping one year of operating expenses in reserve.**

#### Activities and Steps

1. Continue 5-year financial planning activities.
2. Continue to monitor government affairs at both the state and federal levels for potential cost/benefit to city operations.

## 2022 Programmatic Goals

### Goals

Prepare the budget, annual financial report, and popular annual financial report in conformity with Government Finance Officers Association standards.

Publish 2023 budget calendar by August 31, 2022.

Present audit of fiscal year 2021 to City Council by July 18, 2022.

Implementation of new financial software by December 31, 2022. Begin implementation of payroll and human capital management software by December 31, 2022.

<b>2021 Programmatic Goals - Status</b>		
<b>Goals</b>	<b>Status</b>	<b>Comments</b>
Prepare the budget, annual financial report, and popular annual financial report in conformity with Government Finance Officers Association standards.	In progress	
Publish 2022 budget calendar by August 30, 2021.	Goal met	
Present audit of fiscal year 2020 to City Council by June 15, 2021.	Goal met	
Needs assessment, procurement and implementation of new financial software by December 31, 2021.	In progress	Assessment and procurement completed in 2021.

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Estimate</b>	<b>2022 Projected</b>
Payroll files maintained	523	398	475	500
Accounts payable checks prepared	5,056	4,676	4,900	5,000
Debt issues outstanding	2	3	3	3
Number of accounting funds	17	17	18	18



DEPARTMENT <b>Finance</b>	NUMBER <b>30</b>	PROGRAM <b>Finance</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	400,746	420,882	479,060
CONTRACTUAL SERVICES	114,229	126,470	152,745
COMMODITIES	0	0	1,000
TOTAL EXPENDITURES	514,975	547,352	632,805
<b>Personnel Schedule</b>			
Position	2020	2021	2022
FINANCE DIRECTOR	1.00	1.00	1.00
ASSISTANT FINANCE DIRECTOR	1.00	1.00	1.00
SENIOR ACCOUNTANT	0.00	1.00	1.00
ACCOUNTING CLERK	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	3.00	4.00	4.00



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Finance</b>		<b>30</b>	<b>Finance</b>		<b>001</b>
Personnel Services		2020	2021	2022	Detail
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	
710.00	SALARIES	309,059	302,718	357,367	Supervisory 116,795 Regular 236,454 Overtime 100 Longevity pay 4,018
711.00	BENEFITS	91,687	118,164	121,693	FICA 27,336 Workers' compensation 1,093 Health insurance 46,126 Life & Disability insurance 3,531 Dental insurance 1,440 Pension 42,167
TOTALS		400,746	420,882	479,060	



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Finance</b>		NUMBER <b>30</b>	PROGRAM <b>Finance</b>			NUMBER <b>001</b>
Contractual Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	35,817	41,550	42,100	Banking services	13,000
					Section 125 plan admin.	5,000
					Smart phones (1)	600
					Actuarial study of retiree health plan	7,500
					Fixed asset services for inventory, accounting and insurable values	16,000
720.16	AUDIT SERVICES	37,925	42,500	44,000	Annual audit	38,000
					Federal grants audit	5,000
					GFOA CAFR, PAFR and budget review	1,000
720.25	DATA PROCESSING	38,917	38,000	56,000	Financial software support	54,000
					Investment portfolio services	2,000
720.51	PROFESSIONAL DEVELOPMENT	1,570	4,320	10,545	See professional development request	10,545
720.80	VEHICLE REIMBURSEMENT	0	100	100	Mileage reimbursement	100
	TOTALS	114,229	126,470	152,745		



DEPARTMENT <b>Finance</b>	NUMBER <b>30</b>	PROGRAM <b>Finance</b>	NUMBER <b>001</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
AMERICAN PAYROLL ASSOCIATION		220	Membership dues (1)
GFOA MEETINGS	Local	400	Monthly meetings of local chapter
GFOA OF MISSOURI		125	Membership dues (2)
GFOA REGIONAL SEMINARS	TBD	2,000	Winter & Spring MO GFOA Seminars
GOV'T FINANCE OFFICERS ASSN (GFOA)	Austin, TX	4,000	Annual conference (2)
GOV'T FINANCE OFFICERS ASSN (GFOA)		400	Membership dues (2)
STAFF DEVELOPMENT	Various	400	Staff training
TYLER TECHNOLOGIES CONFERENCE	Indianapolis, IN	3,000	Annual Conference (2)
	TOTAL REQUEST	10,545	



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Finance</b>		NUMBER <b>30</b>	PROGRAM <b>Finance</b>		NUMBER <b>001</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	0	0	1,000	W-2 and 1099 Forms 1,000
	TOTALS	0	0	1,000	

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# Information Technology

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Finance	30	Information Technology	003	IT Manager

## Program Activities

### *Information Technology System*

This activity provides computer hardware and software support for all departments and centrally maintains the city-wide computer network and management information system.

### *Geographic Information System*

This activity provides centralized mapping and spatial data analysis for all departments.

### *Communication Technology Support*

This activity provides centralized support of the City's office technology systems including telephone systems, cellular phones, voice mail and copy machines.

### *Police Support*

This activity provides 24 hour support for all police technology.

## 2022 Programmatic Goals

### Goals

The computer network will remain operational 99% of the time with 90% of down time limited to less than one hour duration.

Implement new Financial Software by end of year 2022.

## 2021 Programmatic Goals - Status

### Goals

### Status

### Comments

The computer network will remain operational 99% of the time with 90% of down time limited to less than one hour duration.

Goal met

Implement new Financial Software by end of year 2021.

Not met

Rescheduled for end of year 2022.

## Performance Measures

	2019	2020	2021	2022
Metrics	Actual	Actual	Estimate	Projected
Desktop computers maintained	150	155	155	155
Laptops maintained	106	106	106	106
Copy machines maintained	12	12	12	12
Printers maintained	69	73	73	73
Servers maintained	35	35	35	35
Cellular phones maintained	73	73	73	73



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Finance</b>	NUMBER <b>30</b>	PROGRAM <b>Information Technology</b>	NUMBER <b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget	2021 Budget	2022 Budget
PERSONNEL SERVICES	609,802	615,844	627,926
CONTRACTUAL SERVICES	316,947	356,400	361,700
COMMODITIES	75,588	61,000	94,500
CAPITAL	64,860	0	111,300
TOTAL EXPENDITURES	1,067,197	1,033,244	1,195,426
<b>Personnel Schedule</b>			
Position	2020	2021	2022
IT MANAGER	1.00	1.00	1.00
IT COORDINATOR	1.00	1.00	1.00
DATA SYSTEMS TECHNICIAN	2.00	2.00	2.00
PAYROLL SPECIALIST - IT TECH	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	5.00	5.00	5.00



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Finance</b>		<b>30</b>	<b>Information Technology</b>		<b>003</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	457,358	458,520	471,302	Regular 453,770 Overtime 2,500 On-call pay 4,000 Longevity pay 11,032
711.00	BENEFITS	152,444	157,324	156,624	FICA 36,053 Workers' compensation 1,424 Health insurance 57,200 Life & Disability insurance 4,535 Dental insurance 1,800 Pension 55,612
TOTALS		609,802	615,844	627,926	



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Finance</b>		<b>30</b>	<b>Information Technology</b>			<b>003</b>
<b>Contractual Services</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>		
<b>Account Number</b>	<b>Account Description</b>	<b>Budget (Actual)</b>	<b>Budget (Amended)</b>	<b>Budget (Proposed)</b>	<b>Detail</b>	
720.11	MISC. CONTRACTUAL	41,564	34,100	50,200	Fiber and cable internet service	16,000
					Verisign digital certificates	1,500
					Smart phones (4)	2,400
					Various internet subscriptions	800
					Video conferencing service	3,000
					Messages & music on hold	500
					Phone programming changes	1,500
					Cloud Backup Storage	4,000
					Network cabling	5,000
					Penetration testing	10,000
					St. Louis area imagery project	5,000
					ArcGIS Online for Accela	500
720.25	DATA PROCESSING	179,867	202,600	186,300	Permitting/Asset management annual service & support	102,600
					Firewall Licensing	7,500
					Adobe Licensing	5,000
					Email archiving appliance	3,500
					Programming software support	1,500
					Backup and Imaging software maintenance	5,000
					Remote desktop software	1,000
					Software/hardware management software	3,100
					Security system software maintenance	10,000
					GIS software support	24,000
					Crime report mapping service	1,500
					Accela to Laserfiche Connector	7,000
					Inventory management software	2,100
					Various software purchases and updates	12,500
720.28	RENTAL - EQUIPMENT	15,607	18,000	18,000	Leased copiers (12)	18,000
720.30	UTILITIES SERVICES	23,500	23,000	24,000	Telephone service	24,000
720.51	PROFESSIONAL DEVELOPMENT	354	0	2,000	See professional development request	2,000
720.61	M&R EQUIPMENT	56,055	78,500	81,000	Computer/printer/cell phone/audio visual repairs/security cameras	25,000



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Finance</b>		<b>30</b>	<b>Information Technology</b>			<b>003</b>
Contractual Services		2020	2021	2022		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
720.61	M&R EQUIPMENT	56,055	78,500	81,000	Copy machines (13)	10,000
					Server hardware support	15,000
					Security system hardware support	10,000
					Mitel phone repair	5,000
					Postage equipment maintenance	4,000
					Cisco WLAN Controller	12,000
					Maintenance (3 year)	
720.80	VEHICLE REIMBURSEMENT	0	200	200	Mileage reimbursement	200
	TOTALS	316,947	356,400	361,700		



DEPARTMENT		NUMBER	PROGRAM	NUMBER
<b>Finance</b>		<b>30</b>	<b>Information Technology</b>	<b>003</b>
<b>Professional Development Request</b>				
Organization/Conference	Location	Amount	Detail	
TYLER TECHNOLOGIES CONFERENCE	Indianapolis, IN	2,000	Annual user conference	
	TOTAL REQUEST	2,000		



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Finance</b>		NUMBER <b>30</b>	PROGRAM <b>Information Technology</b>		NUMBER <b>003</b>
Commodities		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>
<b>Account Number</b>	<b>Account Description</b>				
730.20	OPERATIONAL SUPPLIES	75,588	61,000	94,500	Books and reference materials 1,000 Technical training subscriptions 1,000 Computer monitors (replacements) 5,000 Laptop replacements (4) 8,000 Network printers (replacements) 6,000 Various networking tools 500 APC backups (20) 2,000 Synology NAS appliance (1) 9,000 Replacement domain controller servers (2) 12,000 Plotter Supplies 5,000 Computer replacements (30) 42,000 Ipads, covers, keyboards 3,000
	TOTALS	75,588	61,000	94,500	



DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Finance</b>		<b>30</b>	<b>Information Technology</b>		<b>003</b>
Capital Request					
Capital Item	Number Requested	Replace/Add	Unit Cost	Total Cost	Description
NETWORK SWITCH REPLACEMENT	1	R	90,000	90,000	Replace all Network switches in City Hall and Garage which are over 10 years old.
POWERSHAULT MD1400	1	A	11,300	11,300	Additional storage space. This would add 12 Terabytes of space.
POWERSHAULT LTO-8 TAPE DRIVE	1	R	10,000	10,000	Ultium 8 tapes offer up to 30TB compressed data storage. This includes the tape drive, Host Adaptor and 20 tapes.
TOTAL REQUEST				111,300	



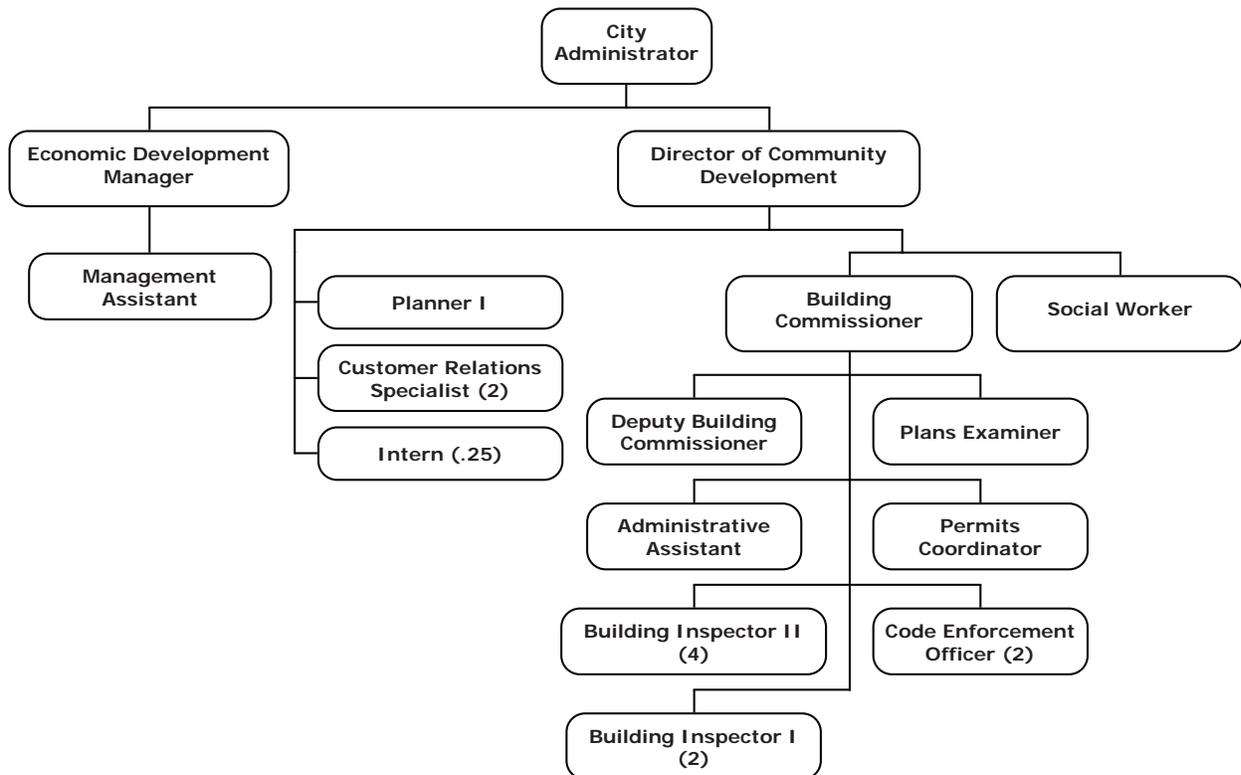
# Community Development

# Community Development

## Department Summary

<u>Program</u>	<u>General Fund</u>	<u>Tourism Tax Fund</u>	<u>Dorsett TIF</u>	<u>Westport Plaza TIF</u>	<u>Total</u>
Planning and Zoning	340,727				340,727
Inspections	1,518,450				1,518,450
Economic Development	291,290		150,000	60,000	501,290
Promotion of Tourism		220,000			220,000
<b>Total</b>	<b>\$2,150,467</b>	<b>\$220,000</b>	<b>\$150,000</b>	<b>\$60,000</b>	<b>\$2,580,467</b>

## Organization Chart



# Planning and Zoning

Department	No.	Program	No.	Program Manager
Community Development	40	Planning and Zoning	001	Community Development Director

## Program Activities

### *Department Administration*

The Director oversees the Inspections and Planning and Zoning programs, and administers internal department programs including budgeting, personnel management, record-keeping, staff development and the tracking and evaluation of performance measures.

### *Public Information*

This activity provides information and assistance on permitting and development review processes to the residential and business communities through the city website, newsletter, brochures, special mailings and public notices.

### *Long Range Planning*

This activity provides for future land development in accordance with community needs and the City’s comprehensive planning process. Planning functions include amendments to the Comprehensive Plan and examination of growth trends. Staff support provided to Planning Commission.

### *Zoning Administration*

This activity oversees implementation of the City’s land use policies through management of zoning amendment procedures, adoption of zoning and subdivision codes, variance requests and map amendments. Staff support provided to Planning Commission and Board of Adjustment.

### *Development Review*

This activity ensures that development proposals are consistent with zoning, site plan and subdivision codes, meet public safety standards and achieve quality design.

<b>Strategic Goal(s) Activity for 2022</b>
<b>Goal 1: Quality Housing</b>
<b>Objective: Encourage housing options for residents in all stages of life.</b>
<b>Activities and Steps</b>
<i>1. Oversee development of new residential development.</i>
<b>Goal 2: Building Community</b>
<b>Objective: Link residents through multi-modal transportation options.</b>
<b>Activities and Steps</b>
<i>1. Encourage front-end commercial occupancy, landscaping, sidewalk connections and outdoor dining amenities by zoning code.</i>

## Strategic Goal(s) Activity for 2022 *(continued)*

### Goal 6: Economic Development

Objective: Develop programs to ensure a high occupancy rate among commercial buildings.

#### Activities and Steps

1. Determine how to address functional obsolescence of commercial building stock.
2. Make zoning code and permitting process more business friendly.

### Goal 7: Creating Identity

Objective: Improve signage at significant entry points.

#### Activities and Steps

1. Develop public art/monuments.

## 2022 Programmatic Goals

### Goals

Fully implement social services program.

Update the website to implement online submittal of zoning permit applications.

Update the website to simplify and improve the zoning and subdivision process.

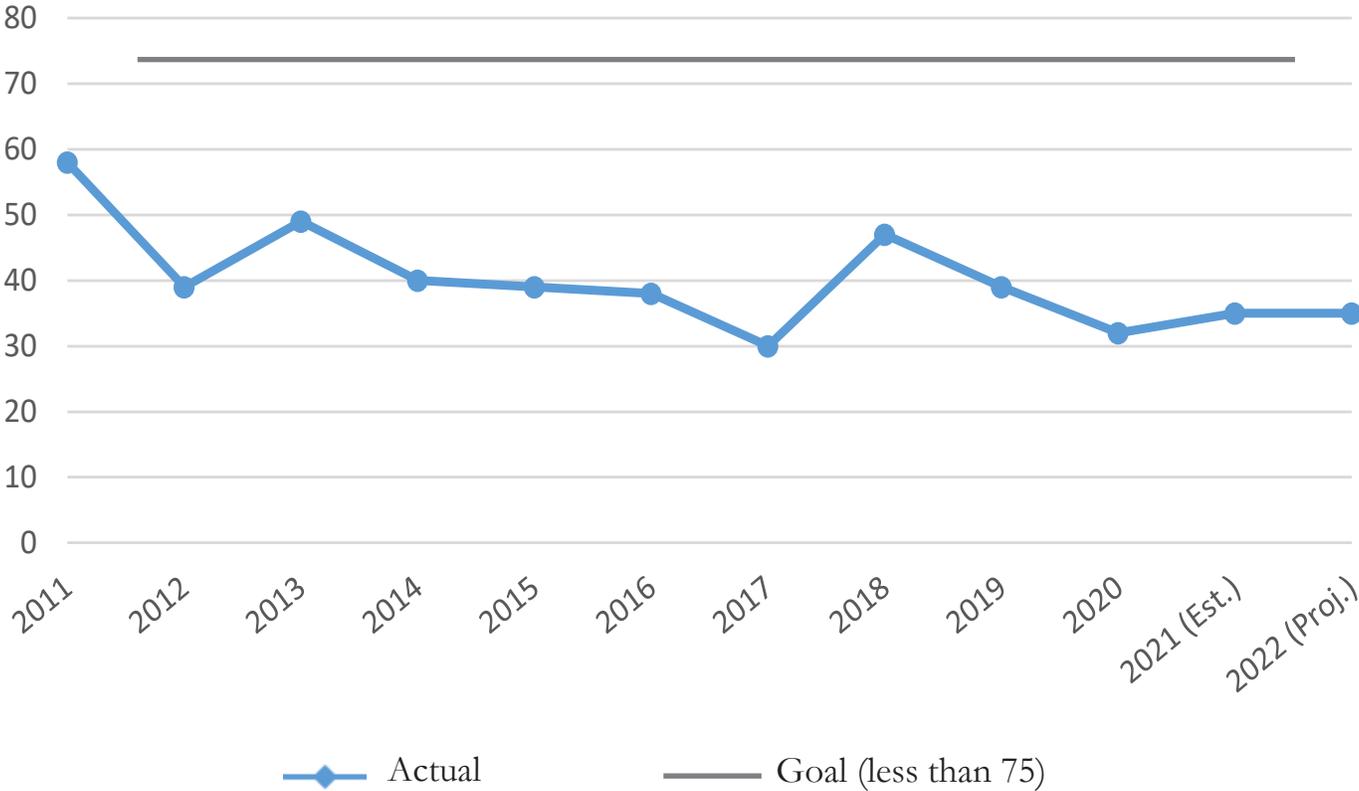
Research best practices for off-street parking and determine whether amendments to the Zoning Code are warranted.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Adopt a newly updated, reorganized, and amended Comprehensive Plan.	In progress	Scheduled for adoption by end of 2021.
Research best practices for off-street parking and determine whether amendments to the Zoning Code are warranted.	In progress	Research ongoing but difficult to analyze given reduction in vehicle traffic due to COVID-19 pandemic.
Research social services program including a Resource Specialist position	Goal met	Social Worker position created.

Performance Measures				
Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Average days to process conditional use permits	39	35	35	35
Code amendments prepared	8	5	5	5
Comprehensive Plan amendments	0	1	1	1
Planned Districts/Rezoning	6	5	5	5
Staff reports prepared	139	122	120	120
Subdivisions	6	8	5	5
Variance appeals processed	3	2	2	2
Zoning compliance reviews completed	1,041	1,106	1,000	1,000
Zoning letters issued	56	38	70	50
Zoning permits issued	121	139	140	120
Zoning petitions processed	36	37	35	35

Avg. Days to Process Conditional Use Permits





DEPARTMENT <b>Community Development</b>	NUMBER <b>40</b>	PROGRAM <b>Planning and Zoning</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget	2021 Budget	2022 Budget
PERSONNEL SERVICES	341,277	341,740	323,827
CONTRACTUAL SERVICES	12,124	15,900	15,900
COMMODITIES	133	1,000	1,000
TOTAL EXPENDITURES	353,534	358,640	340,727
<b>Personnel Schedule</b>			
Position	2020	2021	2022
DIRECTOR OF COMMUNITY DEV	1.00	1.00	1.00
PLANNER II	1.00	1.00	0.00
PLANNER I	1.00	1.00	1.00
SOCIAL WORKER	0.00	0.00	1.00
INTERN	0.25	0.25	0.25
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	3.25	3.25	3.25



DEPARTMENT <b>Community Development</b>		NUMBER <b>40</b>	PROGRAM <b>Planning and Zoning</b>		NUMBER <b>001</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	256,489	255,986	234,048	Supervisory 119,085 Regular 107,467 Overtime 100 Part-time 5,520 Longevity pay 1,876
711.00	BENEFITS	84,788	85,754	89,779	FICA 17,902 Workers' compensation 718 Health insurance 40,851 Life & Disability insurance 2,264 Dental insurance 1,080 Pension 26,964
	TOTALS	341,277	341,740	323,827	



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Community Development</b>		NUMBER <b>40</b>	PROGRAM <b>Planning and Zoning</b>			NUMBER <b>001</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	857	1,850	1,850	Court reporters	1,000
					ADA accommodations	250
					Smart phones (1)	600
720.51	PROFESSIONAL DEVELOPMENT	2,993	4,050	4,050	See professional development request	4,050
720.80	VEHICLE REIMBURSEMENT	6,000	6,000	6,000	Car allowance	6,000
720.84	ADVERTISING	2,274	4,000	4,000	P&Z public notice and legal ads	4,000
	TOTALS	12,124	15,900	15,900		



DEPARTMENT		NUMBER	PROGRAM	NUMBER
<b>Community Development</b>		<b>40</b>	<b>Planning and Zoning</b>	<b>001</b>
<b>Professional Development Request</b>				
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>	
ADMINISTRATIVE SKILLS DEVELOPMENT	Local/Virtual	400	Customer Service training programs	
APA WEBINARS AND OTHER TRAINING	Local/Virtual	900	Virtual training sessions and webinars	
APA/AICP MEMBERSHIP		1,350	Annual dues (2)	
EAST-WEST GATEWAY ANNUAL MEETING	Local	400	Annual meeting (10)	
PLANNING COMMISSIONER MEMBERSHIPS	Local/Virtual	1,000	APA memberships; UMSL program	
	<b>TOTAL REQUEST</b>	<b>4,050</b>		



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Community Development</b>		NUMBER <b>40</b>	PROGRAM <b>Planning and Zoning</b>			NUMBER <b>001</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	133	1,000	1,000	Reference books & subscriptions	1,000
	TOTALS	133	1,000	1,000		

# Inspections

Department	No.	Program	No.	Program Manager
Community Development	40	Inspections	002	Building Commissioner

## Program Activities

### *Building Permits and Inspections*

This activity oversees the review of all construction plans, building and occupancy inspections and issues building and occupancy permits. The City contracts with St. Louis County for commercial mechanical, electrical and plumbing permits and inspections.

### *Code Enforcement*

This activity conducts field surveys of residential and commercial property to ensure compliance with the property maintenance, nuisance, occupancy, licensing and zoning codes. Unresolved code violations are prosecuted in the Municipal Court.

### *Occupancy Inspections*

This activity oversees inspection of commercial, single-family and multi-family residential properties at time of reoccupancy to ensure compliance with the municipal code.

### *Floodplain Management*

This activity oversees the administration and enforcement of the City's floodplain management code.

## Strategic Goal(s) Activity for 2022

### Goal 1: Quality Housing

**Objective:** Require property maintenance through judicious, proactive code enforcement and other innovative means.

#### Activities and Steps

1. Educate property owners regarding home maintenance concerns.
2. Provide tools and resources for property owners that will assist in home maintenance.

### Goal 6: Economic Development

**Objective:** Develop programs to ensure a high occupancy rate among commercial buildings.

#### Activities and Steps

1. Make permitting process business friendly.

<b>2022 Programmatic Goals</b>
<b>Goals</b>
Implement the 2021 ICC family of codes. Update home improvement guides with the requirements of the 2021 Codes.
Prepare personnel, software, website, and forms for expansion of residential inspections program to occur in 2022.
Utilize pre-application meetings, best practices plan review, pre-construction meetings, and timely inspections during construction to improve plan review and inspections process.
Improve our training program and increase staff's ICC certification and professional development.
Maintain FEMA CRS Class 7 rating through proactive flood management program.
Continued improvement in commercial plan review process through continued partnering with the applicant and their design & construction team.
Assist residents and businesses in code compliance through educational programs such as Maryland Heights University, newsletter articles, Homeowner's Improvement Guide, website updates.

<b>2021 Programmatic Goals - Status</b>		
<b>Goals</b>	<b>Status</b>	<b>Comments</b>
Prepare for the adoption of the 2021 ICC family of codes. This entails research, meetings with council, preparation of any necessary amendments, and full staff implementation.	In Progress	Staff has researched the codes to determine if modifications are warranted. Conversations with Council Committee have commenced.
Prepare personnel, software, website, and forms for expansion of residential inspections program in 2022.	In Progress	Program is on track for adoption in 2022.
Utilize pre-application meetings, best practices plan review, pre-construction meetings, and timely inspections during construction to improve plan review and inspections process.	Ongoing	
Improve our training program and increase staff's ICC certification and professional development.	Ongoing	
Maintain FEMA CRS Class 7 rating through proactive flood management program.	Ongoing	Maintained rating and program management is ongoing.
Assist residents and businesses in code compliance through educational programs such as Maryland Heights University, Home Improvement Expo, newsletter articles, Homeowner's Improvement Guide, website updates.	Ongoing	
Assist residents and businesses in code compliance through educational programs such as newsletter articles, Homeowner's Improvement Guide, website updates.	Ongoing	
Continued improvement in commercial plan review process through continued partnering with the applicant and their design & construction team.	Ongoing	

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Estimate</b>	<b>2022 Projected</b>
Building inspections	3,461	2,990	3,453	3,500
Residential occupancy inspections	1,193	1,299	1,412	1,300
Commercial occupancy inspections	310	320	369	350
Multifamily occupancy inspections	2,239	2,129	2,420	2,400
Plan reviews completed	2,347	2,047	2,260	2,300
Property maintenance cases	688	566	716	650
Building permits issued	1,565	1,047	1,397	1,300



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Community Development</b>	<b>40</b>	<b>Inspections</b>	<b>002</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	1,321,857	1,366,305	1,435,095
CONTRACTUAL SERVICES	76,151	36,250	64,515
COMMODITIES	11,190	21,020	18,840
CAPITAL	46,730	0	0
TOTAL EXPENDITURES	1,455,928	1,423,575	1,518,450
<b>Personnel Schedule</b>			
Position	2020	2021	2022
BUILDING COMMISSIONER	1.00	1.00	1.00
DEPUTY BUILDING COMMISSIONER	1.00	1.00	1.00
BUILDING INSPECTOR II	0.00	0.00	4.00
BUILDING INSPECTOR	4.00	4.00	0.00
BUILDING INSPECTOR I	0.00	0.00	2.00
PLANS EXAMINER	1.00	1.00	1.00
CODE ENFORCEMENT OFFICER	4.00	4.00	2.00
PERMITS COORDINATOR	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
CUSTOMER RELATIONS SPECIALIST	2.00	2.00	2.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	15.00	15.00	15.00



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Community Development</b>		<b>40</b>	<b>Inspections</b>			<b>002</b>
<b>Personnel Services</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>		
<b>Account Number</b>	<b>Account Description</b>	<b>Budget (Actual)</b>	<b>Budget (Amended)</b>	<b>Budget (Proposed)</b>	<b>Detail</b>	
710.00	SALARIES	941,536	963,654	1,006,563	Supervisory	103,219
					Regular	893,807
					Overtime	500
					Longevity pay	9,037
711.00	BENEFITS	380,321	402,651	428,532	FICA	76,994
					Workers' compensation	57,554
					Health insurance	159,851
					Life & Disability insurance	9,965
					Dental insurance	5,400
					Pension	118,768
TOTALS		1,321,857	1,366,305	1,435,095		



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Community Development</b>		<b>40</b>	<b>Inspections</b>			<b>002</b>
Contractual Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	61,366	16,150	34,150	Violation abatement and demo	28,000
					Smart phones (10)	6,000
					Ameren monthly ledger	150
720.34	CREDIT CARD PROCESSING FEES	11,109	11,000	11,000	Credit card processing fees	11,000
720.51	PROFESSIONAL DEVELOPMENT	3,524	9,100	19,365	See professional development request	19,365
720.64	M&R MOTOR VEHICLE	152	0	0		
	TOTALS	76,151	36,250	64,515		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Community Development</b>	<b>40</b>	<b>Inspections</b>	<b>002</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
ADMINISTRATIVE SEMINARS	Local	300	Seminars for administrative staff (1)
ASCE MEMBERSHIP		265	Membership dues (1)
ASFPM/MFSMA		200	Membership dues (1)
ICC ANNUAL CONFERENCE	Louisville, KY	3,500	ICC Conference & Code Hearings (2)
ICC CERTIFICATION EXAMS	Local	2,100	Certification testing (7) Additional Certifications for MEP enhanced program (pandemic delayed some 2021 advancements).
ICC MEMBERSHIP		150	Membership dues (1)
MABOI CONFERENCE	Lake of the Ozarks, MO	8,800	Training & Certification Maintenance (11)
MABOI MEMBERSHIP		455	Membership dues (13)
MACE CONFERENCE	Lake Ozarks, MO	1,000	Training & certification maintenance (1)
MACE MEMBERSHIP		455	Membership dues (13)
METRO FIRE MARSHALS		40	Membership dues (1)
MFSMA TRAINING	Lake of the Ozarks, MO	600	Training & Certification Maintenance (1)
PROFESSIONAL SEMINARS	St. Louis, MO	1,500	ICC, MACE, MABOI - Local seminars to provide code and inspection knowledge for inspectors (13)
	<b>TOTAL REQUEST</b>	<b>19,365</b>	



Annual Budget -2022

General Fund

DEPARTMENT <b>Community Development</b>		NUMBER <b>40</b>	PROGRAM <b>Inspections</b>			NUMBER <b>002</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	4,041	11,320	9,040	Inspection equipment and supplies. (Add'l equip. needed to support MEP Inspections prgrm.)	4,500
					Safety shoes (11)	1,540
					Standards and training manuals for certification (10)	1,000
					Misc. reference documents to support 2021 code adoption and MEP inspections program	2,000
730.21	MOTOR FUEL & LUBRICANTS	4,719	7,000	7,000	Gas for vehicles (10)	7,000
730.25	UNIFORMS	2,430	2,700	2,800	Uniform shirts (13)/jackets (4)	2,800
	TOTALS	11,190	21,020	18,840		

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# Economic Development

Department	No.	Program	No.	Program Manager
Community Development	40	Economic Development	003	Economic Development Manager

## Program Activities

### *Economic Development*

The Economic Development Manager oversees the City’s economic development program. This activity includes meeting with prospective developers, providing staff support to the City’s Economic Development Commission and representing the City at organizations and events that are focused on business development.

### *Redevelopment*

This activity includes identifying and promoting opportunities for redevelopment within the City in an effort to stimulate further economic growth. It also includes the management of programs that provide financial incentives to encourage redevelopment.

### *Data Management*

This activity develops and manages the databases that track the development incentive tools that are available to us.

### *Public Information*

This activity provides information and assistance on economic development incentives and the processes for obtaining them. This information will be available through the city website, newsletters, brochures, and public notices.

### *Long Range Plans*

Economic Development and Community Development work side by side to meet the community’s needs associated with the city’s comprehensive planning process. Economic Development tracks market trends and growth within the city to meet the requirements of staff and the Economic Development Committee and Commission.

### *Economic Development Commission*

The Economic Development Commission oversees the implementation of Economic Development policies and procedures.

<b>Strategic Goal(s) Activity for 2022</b>
<b>Goal 6: Economic Development</b>
<b>Objective: Develop programs to ensure a high occupancy rate among commercial buildings.</b>
<b>Activities and Steps</b>
1. <i>Expand business retention program.</i>
<b>Objective: Support West Port Plaza as a destination of choice.</b>
1. <i>Encourage new hospitality-oriented businesses to come to Maryland Heights that complement existing venues.</i>

## 2022 Programmatic Goals

### Goals

Research and adopt Economic Development Strategic Plan.

Develop and implement Business Retention and Expansion program.

Update the website to provide an improved user experience by highlighting key industries, employers, data, and demographics specific to Maryland Heights.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Prepare economic development strategic plan.	Ongoing	As interest in the City has increased significantly in 2021, we hope to have a plan in place by end of 2022 w/ help from consultants.
Prepare economic development marketing strategy.	Withdrawn	This will be part of Economic Strategic Plan.
Establish TIF in Maryland Park Lake District.	Ongoing	The future of the TIF is unknown at this time as the decision is in litigation.
Prepare COVID-19 impact analysis on local MH Businesses.	Withdrawn	The MH business community as a whole has reported no significant impact due to Covid-19 and expects to report more accurate findings in 2022.



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Community Development</b>	<b>40</b>	<b>Economic Development</b>	<b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget	2021 Budget	2022 Budget
PERSONNEL SERVICES	190,573	194,070	205,500
CONTRACTUAL SERVICES	20,718	30,300	85,790
TOTAL EXPENDITURES	211,291	224,370	291,290
<b>Personnel Schedule</b>			
Position	2020	2021	2022
ECONOMIC DEVELOPMENT MANAGER	1.00	1.00	1.00
MANAGEMENT ASSISTANT	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	2.00	2.00	2.00



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Community Development</b>		<b>40</b>	<b>Economic Development</b>			<b>003</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	138,725	139,534	148,639	Regular	147,547
					Longevity pay	1,092
711.00	BENEFITS	51,848	54,536	56,861	FICA	11,370
					Workers' Compensation	456
					Health Insurance	25,301
					Life & Disability insurance	1,475
					Dental Insurance	720
					Pension	17,539
TOTALS		190,573	194,070	205,500		



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Community Development</b>		NUMBER <b>40</b>	PROGRAM <b>Economic Development</b>			NUMBER <b>003</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	9,239	5,600	10,600	Marketing of city through ads and promotional materials	10,000
					Smart phones (1)	600
720.12	PROFESSIONAL SERVICES	867	10,000	50,000	Legal, economic and financial consulting	10,000
					Strategic consulting plan	40,000
720.51	PROFESSIONAL DEVELOPMENT	4,612	8,200	13,690	See professional development request	13,690
720.54	PUBLIC RELATIONS	0	0	5,000	New business attraction	5,000
720.80	VEHICLE REIMBURSEMENT	6,000	6,500	6,500	Car allowance	6,000
					Mileage reimbursement	500
	<b>TOTALS</b>	<b>20,718</b>	<b>30,300</b>	<b>85,790</b>		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Community Development</b>	<b>40</b>	<b>Economic Development</b>	<b>003</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
COMMUNITY DEV. INSTITUTE		600	Membership dues
ICMA		200	Membership dues
ICSC		200	Membership dues (2)
ICSC CONFERENCE	Las Vegas, NV	5,000	Annual conference (2)
INTL ECONOMIC DEV COUNCIL		455	Membership dues (1)
MEDFA	St. Louis, MO	175	Annual Conference (1)
MISSOURI ECO DEV COUNCIL		910	Membership dues (2)
MISSOURI ECO DEV COUNCIL	Jeff City, MO/Ozarks, MO	3,600	Conference occurs twice annually (2)
MO ECON. DEVELOPMENT FINANCE ASSOC.		550	Annual dues
VARIOUS MEETINGS WITH DEVELOPERS	Local	2,000	
	<b>TOTAL REQUEST</b>	<b>13,690</b>	

# Economic Development

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Community Development	40	Economic Development	003	City Administrator

## Program Activities

### *Dorsett Corridor Redevelopment*

The Dorsett TIF was established in 2005 for the purpose of supporting the redevelopment of the East Dorsett Redevelopment Area. The City was designated as the developer. Proposals for specific projects are reviewed by the City when they are submitted. Distressed residential properties are purchased and demolished as they become available.

## 2022 Programmatic Goals

### Goals

Acquire properties in the East Dorsett area as they become available.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Prepare economic development plan for East Dorsett Road corridor.	Goal met	
Acquire properties in the East Dorsett area as they become available.	Ongoing	The purchase of properties continued successfully in 2021.



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Community Development</b>	<b>40</b>	<b>Economic Development</b>	<b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
CONTRACTUAL SERVICES	279,370	500,000	150,000
TOTAL EXPENDITURES	279,370	500,000	150,000
<b>Personnel Schedule</b>			
Position	2020	2021	2022
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT <b>Community Development</b>		NUMBER <b>40</b>	PROGRAM <b>Economic Development</b>			NUMBER <b>003</b>
Contractual Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	279,370	500,000	150,000	Land acquisition and property demolition	150,000
	TOTALS	279,370	500,000	150,000		

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# Economic Development

Department	No.	Program	No.	Program Manager
Community Development	40	Economic Development	003	City Administrator

## Program Activities

### *Westport Plaza Redevelopment and Infrastructure Improvement*

The Westport Plaza TIF was established in 2015 for the purpose of supporting the redevelopment of Westport Plaza, a 42-acre commercial and office space development, resort and entertainment center. The developer and owner of Westport Plaza is Lodging Hospitality Management (LHM). Infrastructure investments afforded by the TIF include repairing the public parking lots and existing garage, constructing an additional garage, repairing pavers and water drainage system, and repairing the water detention/lake feature.

## 2022 Programmatic Goals

### Goals

Monitor and oversee the TIF fund revenues and bonds.

## 2021 Programmatic Goals - Status

### Goals

### Status

### Comments

Monitor and oversee the TIF fund revenues and bonds.

Ongoing



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Community Development</b>	<b>40</b>	<b>Economic Development</b>	<b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
CONTRACTUAL SERVICES	3,848	60,000	60,000
TOTAL EXPENDITURES	3,848	60,000	60,000
<b>Personnel Schedule</b>			
Position	2020	2021	2022
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT <b>Community Development</b>		NUMBER <b>40</b>	PROGRAM <b>Economic Development</b>			NUMBER <b>003</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	3,848	60,000	60,000	Trustee services	5,000
					Payments to Maryland Hts Fire District	55,000
	TOTALS	3,848	60,000	60,000		

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# Promotion of Tourism

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Community Development	40	Promotion of Tourism	004	City Administrator

## Program Activities

### *Hospitality Marketing*

To promote patronage of the City’s wide range of hospitality-oriented businesses, the City has entered into a partnership with the Maryland Heights Convention and Visitors Bureau to develop and implement a hospitality marketing program. A local 0.5% tax on hotel and motel rooms funds this program, the proceeds of which are limited by state statute to the promotion of tourism.

## 2022 Programmatic Goals

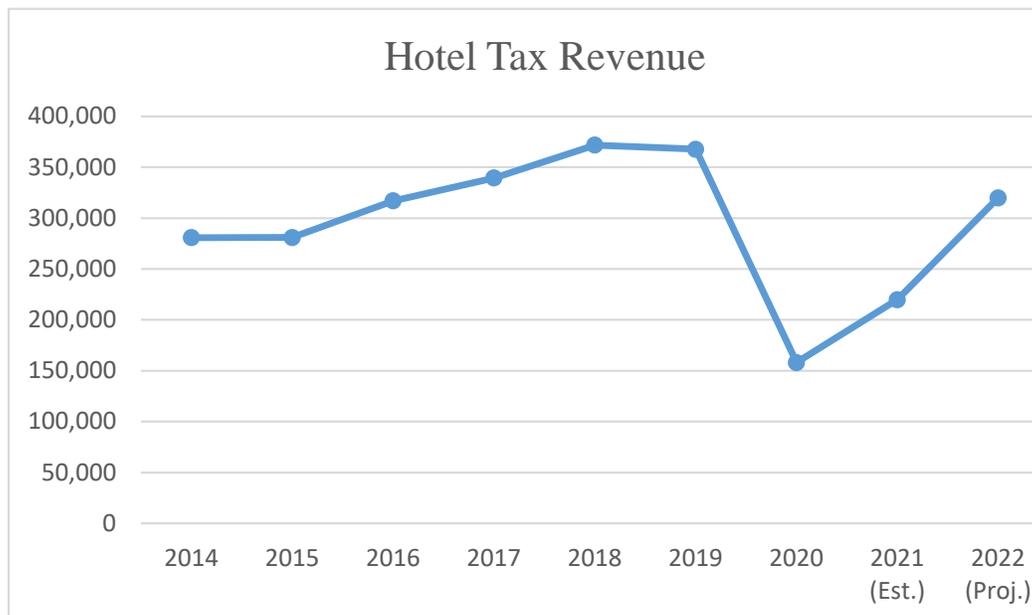
### Goals

Provide the City Council annual reports on hospitality marketing program.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Provide the City Council annual reports on hospitality marketing program.	In progress	
Increase hotel RevPar by 5%.	Not met	The pandemic has limited travel, entertainment and sporting events thereby causing a reduction in hotel stays and rates.

## Performance Measures





DEPARTMENT <b>Community Development</b>	NUMBER <b>40</b>	PROGRAM <b>Promotion of Tourism</b>	NUMBER <b>004</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
CONTRACTUAL SERVICES	377,718	218,000	220,000
TOTAL EXPENDITURES	377,718	218,000	220,000
<b>Personnel Schedule</b>			
Position	2020	2021	2022
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2022**

**Tourism Tax Fund**

DEPARTMENT <b>Community Development</b>		NUMBER <b>40</b>	PROGRAM <b>Promotion of Tourism</b>			NUMBER <b>004</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	377,718	218,000	220,000	Convention & Visitors Bureau contract	220,000
	TOTALS	377,718	218,000	220,000		

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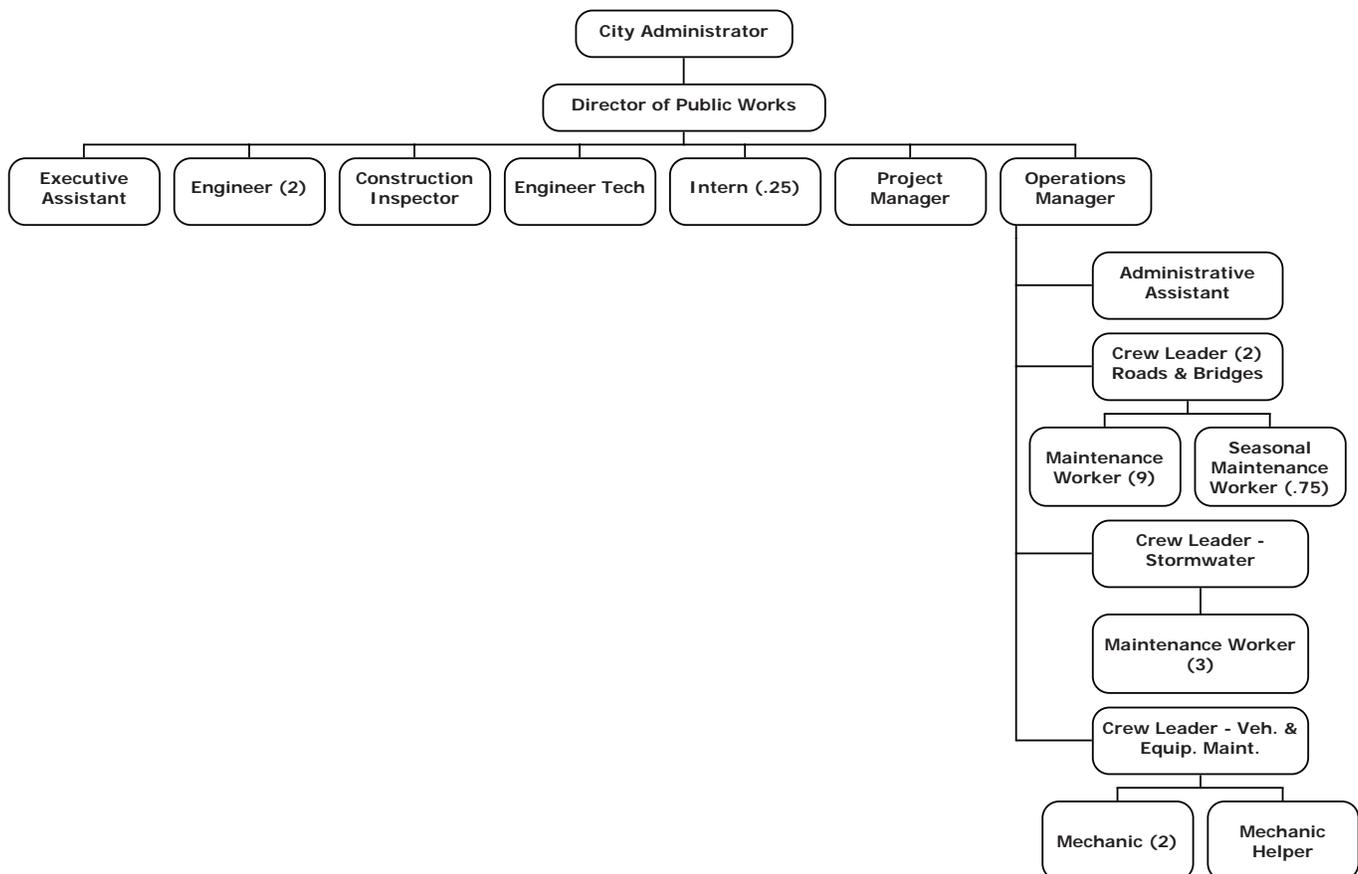
# Public Works

# Public Works

## Department Summary

<u>Program</u>	<u>General Fund</u>	<u>Streetlight Fund</u>	<u>Capital Improvement Fund</u>	<u>Sewer Lateral Fund</u>	<u>Total</u>
Engineering & Administration	392,511				392,511
Roads & Bridges	2,040,816				2,040,816
Stormwater	623,003				623,003
Streetlighting		463,500			463,500
Solid Waste	1,817,162				1,817,162
Vehicle & Equip. Maintenance	554,558				554,558
Sewer Lateral Repairs				270,000	270,000
Capital Projects		1,000	4,575,000		4,576,000
Capital Projects Management			233,913		233,913
<b>Total</b>	<b>\$5,428,050</b>	<b>\$464,500</b>	<b>\$4,808,913</b>	<b>\$270,000</b>	<b>\$10,971,463</b>

## Organization Chart



# Engineering and Administration

Department	No.	Program	No.	Program Manager
Public Works	50	Engineering & Admin.	001	Director of Public Works

## Program Activities

### *Department Administration*

The Director of Public Works oversees the Roads and Bridges, Stormwater, Capital Projects, Streetlighting, Solid Waste, Vehicle Maintenance, Sewer Lateral programs, budget preparation and control, public service requests, personnel management, clerical and record-keeping functions, and the planning and evaluation of department programs.

### *Engineering*

This activity involves engineering design and right-of-way acquisition for all city capital improvement projects. This activity is also responsible for plan review of all development proposals for public improvements, processing of special use permits, administration of the sanitary sewer lateral program, records maintenance and planning for future projects.

## Strategic Goal(s) Activity for 2022

### Goal 7: Creating Identity

**Objective: Improve signage at significant entry points.**

#### Activities and Steps

1. *Develop entry signage/ monuments.*
2. *Install way finding signs.*

## 2022 Programmatic Goals

### Goals

- Submit 5-year capital improvement program update by end of September 2022.
- Begin all approved and funded capital improvement program projects by December 2022.
- Process 90% of right-of-way permits within three (3) working days.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Submit 5-year capital improvement program update by end of September 2021.	Goal met	
Begin all approved and funded capital improvement program projects by December 2021.	In progress	
Process 90% of right-of-way permits within three (3) working days.	Ongoing	

Performance Measures				
Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Right-of-way use permits	187	157	190	200
Right-of-way permits processed within three (3) working days.	100%	100%	100%	100%



**Annual Budget -2022**

**General Fund**

DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Public Works</b>	<b>50</b>	<b>Engineering &amp; Administration</b>	<b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget	2021 Budget	2022 Budget
PERSONNEL SERVICES	366,525	370,756	379,151
CONTRACTUAL SERVICES	9,626	10,550	12,060
COMMODITIES	729	1,300	1,300
TOTAL EXPENDITURES	376,880	382,606	392,511
<b>Personnel Schedule</b>			
Position	2020	2021	2022
DIRECTOR OF PUBLIC WORKS	1.00	1.00	1.00
PROJECT MANAGER	0.00	0.00	1.00
ENGINEERING MANAGER	1.00	1.00	0.00
EXECUTIVE ASSISTANT	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	3.00	3.00	3.00



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Engineering &amp; Administration</b>			NUMBER <b>001</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	277,129	279,556	286,606	Supervisory	221,078
					Regular	59,428
					Overtime	500
					Longevity pay	5,600
711.00	BENEFITS	89,396	91,200	92,545	FICA	21,923
					Workers' compensation	1,444
					Health insurance	31,476
					Life & Disability insurance	2,804
					Dental insurance	1,080
					Pension	33,818
TOTALS		366,525	370,756	379,151		



Annual Budget -2022

General Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Engineering &amp; Administration</b>			NUMBER <b>001</b>
Contractual Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	6,402	1,700	1,700	Smart phones (2)	1,200
					Equipment maintenance	500
720.12	PROFESSIONAL SERVICES	1,256	4,000	4,000	Surveys-minor	2,000
					Traffic studies-minor	2,000
720.26	PRINTING & BINDING	0	500	500	Printing	500
720.51	PROFESSIONAL DEVELOPMENT	1,968	4,350	5,860	See professional development request	5,860
	TOTALS	9,626	10,550	12,060		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Public Works</b>	<b>50</b>	<b>Engineering &amp; Administration</b>	<b>001</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
AMER TRAFFIC SAFETY SERVICES ASSOC		175	Membership dues (2)
AMERICAN PUBLIC WORKS ASSN		525	Annual membership (3)
APWA MISSOURI CHAPTER (FALL)	TBD	500	State conference (1)
APWA MISSOURI CHAPTER (SPRING)	TBD	500	State conference (1)
APWA PUBLIC WORKS EXPO (PWX)	Charlotte, NC	2,000	Annual conference (1)
APWA ST LOUIS METRO BRANCH	Local	510	Membership dues & mtgs (3)
GATEWAY SECTION ITE		300	Annual dues and mtgs. (3)
INSTITUTE OF TRANSPORTATION ENGRS.		350	Membership dues (1)
PROFESSIONAL DEVELOPMENT TRAINING	Local	1,000	Staff development
	TOTAL REQUEST	5,860	



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Engineering &amp; Administration</b>			NUMBER <b>001</b>
<b>Commodities</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
730.20	OPERATIONAL SUPPLIES	589	1,000	1,000	Publications/supplies	500
					Traffic counter supplies	500
730.25	UNIFORMS	140	300	300	Safety equipment/shirts/jackets	300
	TOTALS	729	1,300	1,300		

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# Roads and Bridges

Department	No.	Program	No.	Program Manager
Public Works	50	Roads and Bridges	002	Operations Manager

## Program Activities

### *Roadway and Bridge Maintenance*

This activity includes patching of potholes, sweeping streets, sealing of pavement cracks, and maintenance of all asphalt and concrete pavements, sidewalks, rights-of-way maintenance and bridge maintenance.

### *Traffic Control Devices*

This activity installs and maintains all traffic control signs, pavement markings and traffic signals within the public rights-of-way on city-maintained streets.

### *Snow Removal*

This activity is responsible for snow and ice control operations on city streets to maintain traffic flow.

### *Forestry*

This activity involves the planting and trimming of trees and the removal of dead and diseased trees within all public rights-of-way in the City.

### *Vector Control*

This activity is responsible for applying mosquitoicide throughout the City. Larviciding services are provided by St. Louis County under contract.

### *Facility Operations & Maintenance*

This activity is responsible for operation and maintenance of the city garage at Fee Fee and Midland Roads.

2022 Programmatic Goals
<b>Goals</b>
Continue honeysuckle removal within City right-of-way.
Add Community Center trees into the asset management database by December 2022.
Assist Parks maintenance crews with ballfield rehab.
Re-inventory street trees.
Sidewalk repair and replacement utilizing transition plan.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Assist Parks maintenance crews with ballfield rehabilitation..	In progress	
Add Community Center trees into the asset management database by December 2021.	In progress	Re-inventory via trim-grant
Continue honeysuckle removal within City right-of-way.	In progress	

## Performance Measures

Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Concrete pavement replacement (sq. yds.)	840	763	1,000	900
Concrete pavement replacement (each)	39	36	45	40
Concrete sidewalk replacement (sq. ft.)	7,803	9,691	10,000	13,000
Forestry (tree maintenance, each)	1,274	1,147	1,300	1,500
Right-of-way mowing (each)	12	10	10	10
Street sweeping (centerline lane miles)	321	371	350	350
Traffic control signs installed/replaced (each)	172	145	350	350
Mosquitocide applications city-wide	19	18	19	19
Plant new street trees	195	100	200	200
Asphalt pavement repair (tons)	85	149	70	75



**Annual Budget -2022**

**General Fund**

DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Public Works</b>	<b>50</b>	<b>Roads &amp; Bridges</b>	<b>002</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	1,189,860	1,231,870	1,262,180
CONTRACTUAL SERVICES	276,210	211,280	374,556
COMMODITIES	250,000	352,980	404,080
CAPITAL	49,665	0	0
TOTAL EXPENDITURES	1,765,735	1,796,130	2,040,816
<b>Personnel Schedule</b>			
Position	2020	2021	2022
OPERATIONS MANAGER	1.00	1.00	1.00
CREW LEADER	2.00	2.00	2.00
MAINTENANCE WORKER	9.00	9.00	9.00
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
SEASONAL MAINT. WORKER	0.75	0.75	0.75
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	13.75	13.75	13.75



DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Roads &amp; Bridges</b>		NUMBER <b>002</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	815,069	836,064	840,455	Supervisory 93,251 Regular 681,120 Overtime 31,500 On-call pay 3,500 Part-time 15,600 Longevity pay 15,484
711.00	BENEFITS	374,791	395,806	421,725	FICA 64,286 Workers' compensation 91,815 Health insurance 155,879 Life & Disability insurance 7,738 Dental insurance 4,680 Pension 97,327
	TOTALS	1,189,860	1,231,870	1,262,180	



Annual Budget -2022

General Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Roads &amp; Bridges</b>			NUMBER <b>002</b>
Contractual Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	138,114	95,780	226,580	Smart phones (4) with hotspots	2,580
					Facility maintenance	7,500
					Landfill charges	20,000
					Vehicle location services (14)	5,100
					Mulch	11,500
					Pest control	1,500
					Radio maintenance/mounting	500
					Security monitoring	500
					Traffic signal maintenance	15,000
					Tree removal	30,000
					Weather forecast service	3,600
					Trim Grant to reinventory street trees, MDC reimburses 75%	18,800
					Pavement Striping	110,000
720.18	LEVEE DISTRICT ASSESSMENT	88,576	57,000	88,576	Levee district assessment	88,576
720.19	LARVICIDING SERVICES	0	3,000	3,000	County contract for larviciding	3,000
720.28	RENTAL - EQUIPMENT	2,855	3,500	3,500	Specialized equipment (as needed)	3,500
720.30	UTILITIES SERVICES	45,669	49,000	50,000	Electric - traffic signals	5,500
					Gas & electric	22,000
					Water (Dorsett/I-270)	4,500
					Water & sewer	18,000
720.51	PROFESSIONAL DEVELOPMENT	823	2,500	2,400	See professional development request	2,400
720.79	PROP. RESTORATION	173	500	500	Small claims	500
	TOTALS	276,210	211,280	374,556		



DEPARTMENT		NUMBER	PROGRAM	NUMBER
<b>Public Works</b>		<b>50</b>	<b>Roads &amp; Bridges</b>	<b>002</b>
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
AMERICAN PUBLIC WORKS ASSN		175	Annual membership (1)	
APWA MEMBERSHIP STL METRO BRANCH	St. Louis, MO	250	Membership dues & mtgs (1)	
APWA MO CHAPTER SPRING CONFERENCE	TBD (MO)	500	Annual conference (1)	
INT'L SOCIETY OF ARBORCULTURE		175	Membership Dues	
TRAINING/SKILL DEVELOPMENT	Local	1,300	Annual program (13)	
	TOTAL REQUEST	2,400		



Annual Budget -2022

General Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Roads &amp; Bridges</b>			NUMBER <b>002</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	102,736	115,000	155,000	Asphalt & cold patch, barricades and cones, bridge sealer, concrete & supplies, crosswalk Sealer, facility supplies, first aid supplies, flagging tape/stakes, hand tools Lumber, paint/paint supplies, sign materials, sod/seed/straw/stone/topsoil Trees Dorsett/I-270 maintenance Sprinkler, street lighting, fertilizer, weed control, plants, bulbs	140,000     2,500 12,500
730.21	MOTOR FUEL & LUBRICANTS	42,088	50,000	64,400	Diesel fuel, gasoline	64,400
730.22	VECTOR SUPPLIES	7,150	12,000	0	Mosquitocide	
730.24	SALT & ABRASIVES	93,395	169,500	178,200	Calcium chloride Salt - 2,500 tons	13,200 165,000
730.25	UNIFORMS	4,631	6,480	6,480	Safety shoes (12) Uniform pants, shirts, jackets, t-shirts, coveralls, hats, shorts, rubber boots	1,680 4,800
TOTALS		250,000	352,980	404,080		

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# Stormwater

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Public Works	50	Stormwater	003	Director of PW/Operations Manager

## Program Activities

### *Stormwater System Maintenance*

This activity addresses the problems of damaged storm sewers, erosion and flooding throughout the City and includes the maintenance of storm sewers and publicly-maintained open channels.

\* Prior to 2015, Stormwater program expenditures were funded by the Stormwater Fund.

2022 Programmatic Goals
<b>Goals</b>
Present 2023 stormwater capital improvements recommendations by September 2022.
Respond to all service requests regarding stormwater within 48 hours.

2021 Programmatic Goals - Status		
Goals	Status	Comments
Present 2022 stormwater capital improvements recommendations by September 2021.	Goal met	
Respond to all service requests regarding stormwater within 48 hours.	Goal met	

Performance Measures				
Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Linear feet of creeks cleaned	2,650	2,500	2,500	2,500
Inlet structures repaired	51	110	100	100
Inlet structures inspected	890	728	1,000	1,000



DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Stormwater</b>	NUMBER <b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	586,717	597,896	612,768
CONTRACTUAL SERVICES	767	1,985	2,585
COMMODITIES	5,782	6,050	7,650
TOTAL EXPENDITURES	593,266	605,931	623,003
<b>Personnel Schedule</b>			
Position	2020	2021	2022
ENGINEER	1.00	1.00	1.00
CREW LEADER	1.00	1.00	1.00
ENGINEERING TECHNICIAN	1.00	1.00	1.00
MAINTENANCE WORKER	3.00	3.00	3.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	6.00	6.00	6.00



DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Stormwater</b>		NUMBER <b>003</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	407,745	414,572	423,103	Regular 407,137 Overtime 1,000 Longevity pay 14,966
711.00	BENEFITS	178,972	183,324	189,665	FICA 32,363 Workers' compensation 32,249 Health insurance 68,902 Life & Disability insurance 4,068 Dental insurance 2,160 Pension 49,923
TOTALS		586,717	597,896	612,768	



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Stormwater</b>			NUMBER <b>003</b>
Contractual Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	627	660	1,260	Smart phones (2) with hotspot	1,260
720.51	PROFESSIONAL DEVELOPMENT	140	1,325	1,325	See professional development request	1,325
TOTALS		767	1,985	2,585		



DEPARTMENT		NUMBER	PROGRAM	NUMBER
<b>Public Works</b>		<b>50</b>	<b>Stormwater</b>	<b>003</b>
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
APWA AGENCY MEMBERSHIP		175	Membership dues (1)	
APWA METRO BRANCH MEMBERSHIP	Local	250	Membership dues (1)	
TECHNICAL TRAINING	Local	500		
TRAINING/SKILL DEVELOPMENT	Local	400	Annual program (4)	
	TOTAL REQUEST	1,325		



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Stormwater</b>		NUMBER <b>003</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	3,903	4,150	5,350	Brick and mortar 500 Dye 300 Hand tools 250 Inlet lids/sills/risers 2,000 Pipe 300 Sod/seed/straw/mats 500 Stone 500 Topsoil 1,000
730.25	UNIFORMS	1,879	1,900	2,300	Uniform pants, shirts, jackets, 1,600 t-shirts, hats, shorts, rubber boots Safety shoes (5) 700
	TOTALS	5,782	6,050	7,650	

# Capital Projects - Stormwater

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Public Works	50	Capital Projects Mgmt.	009	Director of Public Works

## Program Activities

### Capital Planning

Capital planning involves the investigation, analysis and recommendations for major stormwater and erosion control projects.

### Capital Projects

Capital projects are major stormwater & erosion control projects with an estimated cost of more than \$100,000.

Stormwater Capital Improvement Projects - 2022					
Project No.	Project Name	Estimated project cost	Estimated expenditures through 2021	2022 budget (proposed)	Future cost
240	Proj. Mon./Maint. of Mitigation Areas	100,000	0	20,000	80,000
252	11814 Jonesdale Court <i>(east of street, rear of property)</i>	255,000	65,000	190,000	0
260	12102 Glenpark Drive <i>(west of street, rear of property)</i>	112,000	42,000	70,000	0
262	12059 Autumn Lakes Drive	185,000	0	70,000	115,000
263	2703 Wagner Place	940,000	150,000	790,000	0
264	Essex Avenue <i>(north of street, east of property)</i>	130,000	0	130,000	0
265	2515 Wesglen Estates Drive <i>(west of street, rear of property)</i>	94,000	29,000	65,000	0
<b>TOTAL 2022</b>				<b>\$1,335,000</b>	



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
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Capital Improvement Project

<b>Capital Project Number</b> 240	<b>Name of Project</b> PROJ. MON./MAINT. OF MITIGATION AREAS PER USAGE
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**Description**  
This activity provides for the monitoring and maintenance of mitigation sites established during prior year projects. The Army Corps of Engineers requires that annual reporting be conducted for selected locations for a maximum period of five (5) years following construction. Corrective measures necessary to insure the viability of the sites shall be instituted during this time. This provision is currently in effect for the Galaxy/Meteor/Brierhall/Inverness, Rose Acres Tributary; Venus Lane channel stabilization projects and Heights Area stormwater improvements.

**Status of Project**  
This is an ongoing activity.

**Impact on Operating Budget**  
Negligible.

**Performance Measures**  
Each site shall be monitored and a report submitted to the Army Corps of Engineers on the anniversary of the project completion. Maintenance to be performed whenever required.

Project Budget

	Estimated Total Project Cost	Estimated Expenditures through 2021	2022 Budget	Future Costs
<b>Engineering</b>	\$0	\$0	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	100,000	0	20,000	80,000
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$100,000	\$0	\$20,000	\$80,000



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
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Capital Improvement Project

<b>Capital Project Number</b> 252	<b>Name of Project</b> 11814 JONESDALE COURT (EAST OF STREET, REAR OF PROPERTY)
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**Description**

This project provides for the construction of an underground storm sewer along the rear of the residential property in the vicinity of 11814 Jonesdale Court to intercept and convey storm water. The new system shall connect to an existing storm sewer extending through the McKelvey Park Subdivision. The improvement consists of approximately 280 feet of 12 inch reinforced concrete pipe, 150 feet of 15 inch reinforced concrete pipe along with associated appurtenances.

**Status of Project**

Engineering design complete.

**Impact on Operating Budget**

Positive.

**Performance Measures**

Complete easement acquisition by June 30, 2022. Award construction contract for improvements by September 30, 2022.

**Project Budget**

	<b>Estimated Total Project Cost</b>	<b>Estimated Expenditures through 2021</b>	<b>2022 Budget</b>	<b>Future Costs</b>
<b>Engineering</b>	\$65,000	\$65,000	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	190,000	0	190,000	0
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$255,000	\$65,000	\$190,000	\$0



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
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Capital Improvement Project

<b>Capital Project Number</b> 260	<b>Name of Project</b> 12102 GLENPARK DRIVE (WEST OF STREET, REAR OF PROPERTY)
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**Description**  
This project provides for the construction of any underground storm sewer within residential property to intercept and convey storm water. The system would consist of approximately 200' of 12" reinforced concrete pipe and appurtenances. The new system would connect to an existing curb inlet located in front of 12068 Glenpark Drive and extend west and thence north across residential property to a wetland area located along the north edge of 12102 Glenpark Drive

**Status of Project**  
Engineering design complete.

**Impact on Operating Budget**  
Positive.

**Performance Measures**  
Complete easement acquisition by June 30, 2022. Award construction contract for improvements by September 30, 2022.

Project Budget

	<b>Estimated Total Project Cost</b>	<b>Estimated Expenditures through 2021</b>	<b>2022 Budget</b>	<b>Future Costs</b>
<b>Engineering</b>	\$42,000	\$42,000	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	70,000	0	70,000	0
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$112,000	\$42,000	\$70,000	\$0



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
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Capital Improvement Project

<b>Capital Project Number</b> 262	<b>Name of Project</b> 12059 AUTUMN LAKES DRIVE
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**Description**

This project restores and/or improves stormwater flow between a 4' x 4' box culvert extending under I-270 to the west, discharge from the Autumn Lakes lower dam to the north and 4' x 6' box culvert located at the rear of Washington Court to the south that conveys the drainage away. The work includes the removal of vegetation and sediment, the installation of new culvert(s) at the access point to a rear parcel to replace an existing culvert that is totally submerged, and placement of heavy stone revetment or other channel protection measures at vulnerable points along the open drainage system to deter and control surface erosion. Biostabilization techniques may be used to restore and enhance the channel corridor.

**Status of Project**

Project is new and no work has been initiated.

**Impact on Operating Budget**

Positive.

**Performance Measures**

Complete engineering design by December 31, 2022.

Project Budget

	Estimated Total Project Cost	Estimated Expenditures through 2021	2022 Budget	Future Costs
<b>Engineering</b>	\$70,000	\$0	\$70,000	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	115,000	0	0	115,000
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$185,000	\$0	\$70,000	\$115,000



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
<b>Capital Improvement Project</b>				
<b>Capital Project Number</b> 263	<b>Name of Project</b> 2703 WAGNER PLACE			
<b>Description</b> This project provides for the construction of an underground storm sewer system to intercept and convey stormwater. The system would extend along an established street/alley right-of-way that is unimproved and convey drainage to an adequate discharge point. The system would consist of approximately 2,000 linear feet of reinforced concrete pipe or approved alternative and appurtenances.				
<b>Status of Project</b> Engineering design has commenced.				
<b>Impact on Operating Budget</b> Positive.				
<b>Performance Measures</b> Complete engineering design by June 30, 2022. Complete easement acquisition by September 30, 2022. Award construction contract for improvements by December 31, 2022.				
<b>Project Budget</b>				
	<b>Estimated Total Project Cost</b>	<b>Estimated Expenditures through 2021</b>	<b>2022 Budget</b>	<b>Future Costs</b>
<b>Engineering</b>	\$150,000	\$150,000	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	790,000	0	790,000	0
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$940,000	\$150,000	\$790,000	\$0



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
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Capital Improvement Project

<b>Capital Project Number</b> 264	<b>Name of Project</b> ESSEX AVENUE (NORTH OF STREET, EAST OF PROPERTY)
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**Description**

This project provides for the construction of an underground storm sewer to intercept and convey stormwater. The new system would connect to an existing area inlet located in right-of-way of Haas Avenue and adjacent to the front yard at 11465 Essex Avenue. The improvement would consist of approximately 200' of 12" reinforced concrete pipe and appurtenances.

**Status of Project**

Project is new and no work has been initiated.

**Impact on Operating Budget**

Positive.

**Performance Measures**

Complete engineering design by September 30, 2022. Award construction contract for improvements by December 31, 2022.

**Project Budget**

	<b>Estimated Total Project Cost</b>	<b>Estimated Expenditures through 2021</b>	<b>2022 Budget</b>	<b>Future Costs</b>
<b>Engineering</b>	\$50,000	\$0	\$50,000	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	80,000	0	80,000	0
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$130,000	\$0	\$130,000	\$0



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
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Capital Improvement Project

<b>Capital Project Number</b> 265	<b>Name of Project</b> 2515 WESGLEN ESTATES DRIVE (WEST OF STREET, REAR OF PROPERTY)
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**Description**

This project provides for the construction of an underground storm sewer to intercept and convey stormwater. The new system would connect to an existing area inlet located in the rear of 12111 Westrick Drive. The improvement would consist of approximately 90' of 12" reinforced concrete pipe and appurtenances.

**Status of Project**

Engineering design has commenced.

**Impact on Operating Budget**

Positive.

**Performance Measures**

Award construction contract for improvements by December 31, 2022.

Complete engineering design by April 30, 2022.

Complete easement acquisition by September 30, 2022.

**Project Budget**

	<b>Estimated Total Project Cost</b>	<b>Estimated Expenditures through 2021</b>	<b>2022 Budget</b>	<b>Future Costs</b>
<b>Engineering</b>	\$29,000	\$29,000	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	65,000	0	65,000	0
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$94,000	\$29,000	\$65,000	\$0

# Streetlighting

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Public Works	50	Streetlighting	004	Director of Public Works

## Program Activities

### *Streetlighting Operations*

The City funds a streetlighting program to provide for vehicle and pedestrian safety. This activity includes the maintenance and energy charges from Ameren Missouri for the lighting of streets and other public properties. In addition, this program installs new streetlighting in conjunction with capital improvements of streets. These services are provided under contract with Ameren.

2022 Programmatic Goals
<b>Goals</b>
Continue to monitor Ameren Missouri maintenance effectiveness and upgrade lights as appropriate on roadway projects.
Conduct streetlight survey once per year.
Perform a comprehensive audit of streetlights on the City's account and reconcile discrepancies with Ameren Missouri.

2021 Programmatic Goals - Status		
Goals	Status	Comments
Conduct street light survey once per year	Ongoing	Tentatively scheduled for December 2021.
Continue to monitor Ameren Missouri maintenance effectiveness and upgrade lights as appropriate on roadway projects.	Ongoing	
Perform a comprehensive audit of streetlights on City's account and reconcile discrepancies with Ameren Missouri.	In progress	

Performance Measures				
Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Street lights maintained*	1,962	1,974	1,976	1,977
*Includes:				
New street lights installed	1	12	2	1
Existing street lights removed	0	0	0	0
Street lights upgraded	13	0	0	0



DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Streetlighting</b>	NUMBER <b>004</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
CONTRACTUAL SERVICES	435,879	474,200	463,500
TOTAL EXPENDITURES	435,879	474,200	463,500
<b>Personnel Schedule</b>			
Position	2020	2021	2022
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Streetlighting</b>		NUMBER <b>004</b>
Contractual Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
720.33	STREETLIGHTING	435,879	474,200	463,500	Ameren contract 450,000 Maintenance (interchange) 10,000 Street lighting electric (interchange) 3,500
	TOTALS	435,879	474,200	463,500	

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# Capital Projects - Streetlighting

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Public Works	50	Capital Projects	009	Director of Public Works

## Program Activities

### *Streetlighting improvements*

This activity is responsible for funding the installation of new and upgraded street lighting.

Capital Improvement Projects - 2022					
Project No.	Project Name	Estimated project cost	Estimated expenditures through 2021	2022 budget (proposed)	Future cost
064	Streetlighting	65,000	0	1,000	64,000
<b>TOTAL 2022</b>				<b>\$1,000</b>	



DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
<b>Capital Improvement Project</b>				
<b>Capital Project Number</b> 064	<b>Name of Project</b> STREETLIGHTING			
<b>Description</b> Locations are: Autumn Lakes Drive, 12140; De Runtz Avenue Improvement Project, Gill/Hedda/Broadview/Daley Road Improvement Project; Local Streets; Sidewalk Projects - Relocate Streetlights on Future Projects.				
<b>Status of Project</b>				
<b>Impact on Operating Budget</b> Potential increase in cost of contract with Ameren for electricity and maintenance service.				
<b>Performance Measures</b>				
<b>Project Budget</b>				
	<b>Estimated Total Project Cost</b>	<b>Estimated Expenditures through 2021</b>	<b>2022 Budget</b>	<b>Future Costs</b>
<b>Engineering</b>	\$0	\$0	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	65,000	0	1,000	64,000
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$65,000	\$0	\$1,000	\$64,000

# Solid Waste

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Public Works	50	Solid Waste	005	Director of Public Works

## Program Activities

### *Solid Waste*

The City provides weekly trash collection to all single-family households and condominiums.

### *Recycling*

The City provides single-stream recycling collection to all single-family homes and condominiums that have curbside collection. Condominium units with dumpster service are not included.

### *Yard Waste*

The City provides yard waste collection to all single family homes and condominiums that have curbside collection. Condominium units with dumpster service are not included.

The City contracts with Allied Waste for all the above services. These services are funded by the City's General Fund.

## 2022 Programmatic Goals

### Goals

Continue to do community education through one article quarterly in the newsletter and website to promote single stream recycling and work toward 50% diversion of waste to recycling.

## 2021 Programmatic Goals - Status

### Goals

Continue to do community education through the newsletter and website to promote single stream recycling and work toward 50% diversion of waste to recycling.

### Status

Ongoing

### Comments

Performance Measures				
Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Number of households served	8,171	8,166	8,176	8,190
Recycling quantity, tons annually	1,603	1,901	1,921	1,940
Municipal solid waste, tons annually	4,887	5,444	5,569	5,625
Yard waste, cubic yards annually	7,533	7,759	4,704	4,751



DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Solid Waste</b>	NUMBER <b>005</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
CONTRACTUAL SERVICES	1,701,234	1,755,000	1,817,162
TOTAL EXPENDITURES	1,701,234	1,755,000	1,817,162
<b>Personnel Schedule</b>			
Position	2020	2021	2022
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Solid Waste</b>		NUMBER <b>005</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>
<b>Account Number</b>	<b>Account Description</b>				
720.11	MISC. CONTRACTUAL	1,701,234	1,755,000	1,817,162	Republic Services contract 1,817,162
	TOTALS	1,701,234	1,755,000	1,817,162	

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# Vehicle and Equipment Maintenance

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Public Works	50	Vehicle & Equip. Maint.	006	Operations Manager

## Program Activities

### *Fleet Management*

This activity involves repairing and maintaining vehicles, motorcycles and other city-owned equipment for Public Works, Parks and Recreation, Community Development and Police to ensure they are operable when needed.

## 2022 Programmatic Goals

### Goals

All vehicles will receive preventative maintenance at scheduled intervals.

All snow removal equipment will be inspected, calibrated and ready for service by November 2022.

Conduct parts inventory on the first working day of each month.

## 2021 Programmatic Goals - Status

### Goals

### Status

### Comments

All vehicles will receive preventative maintenance at scheduled intervals.

Goal met

All snow removal equipment inspected and ready to go by November 2022.

Goal met

Conduct parts inventory on 1st working day of each month.

Goal met

## Performance Measures

Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Repair work orders completed	853	746	800	800
Vehicles maintained	117	117	120	120
Equipment maintained	55	55	55	55



DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Vehicle &amp; Equip. Maintenance</b>	NUMBER <b>006</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	352,552	356,204	366,948
CONTRACTUAL SERVICES	37,753	43,350	48,350
COMMODITIES	98,964	121,760	139,260
TOTAL EXPENDITURES	489,269	521,314	554,558
<b>Personnel Schedule</b>			
Position	2020	2021	2022
CREW LEADER	1.00	1.00	1.00
MECHANIC	2.00	2.00	2.00
MECHANIC HELPER	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	4.00	4.00	4.00



DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Public Works</b>		<b>50</b>	<b>Vehicle &amp; Equip. Maintenance</b>			<b>006</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	249,611	250,339	254,702	Regular	247,920
					Overtime	1,000
					Longevity pay	5,782
711.00	BENEFITS	102,941	105,865	112,246	FICA	19,483
					Workers' compensation	13,240
					Health insurance	45,552
					Life & Disability insurance	2,478
					Dental insurance	1,440
					Pension	30,053
	TOTALS	352,552	356,204	366,948		



Annual Budget -2022

General Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Vehicle &amp; Equip. Maintenance</b>			NUMBER <b>006</b>
Contractual Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	34,158	38,700	43,700	Smart phones (1)	600
					Diagnostic service	1,500
					Grease trap maintenance	7,500
					Mechanical inspections	600
					Towing service	500
					Vehicle repair services	33,000
720.25	DATA PROCESSING	2,995	3,500	3,500	Equipment maintenance software license/support	3,500
720.51	PROFESSIONAL DEVELOPMENT	600	1,150	1,150	See professional development request	1,150
	TOTALS	37,753	43,350	48,350		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Public Works</b>	<b>50</b>	<b>Vehicle &amp; Equip. Maintenance</b>	<b>006</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
TRAINING/SKILL DEVELOPMENT	Local	1,150	Annual program (4)
	TOTAL REQUEST	1,150	



Annual Budget -2022

General Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Vehicle &amp; Equip. Maintenance</b>			NUMBER <b>006</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.14	TIRES, PARTS & EQUIPMENT	66,514	95,000	110,000	Tires & parts	110,000
730.20	OPERATIONAL SUPPLIES	31,258	25,000	27,500	Diag. computers/ upgrades	1,500
					Misc. shop supplies	19,500
					Tools & equipment	3,500
					Oil, grease and anti-freeze	3,000
730.25	UNIFORMS	1,192	1,760	1,760	Safety shoes (4)	560
					Uniform pants, shirts, jackets, t-shirts, coveralls, hats, shorts, rubber boots	1,200
	TOTALS	98,964	121,760	139,260		

# Sewer Lateral Repairs

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Public Works	50	Sewer Lateral Repairs	008	Director of Public Works

## Program Activities

### *Sewer Lateral Repairs*

This program addresses problems with defective sewer laterals serving all residential property located in the City containing six or fewer dwelling units. The program is funded by a \$50 annual tax assessment on single-family structures.

## 2022 Programmatic Goals

### Goals

The contractor will complete 95% of sewer lateral investigations within 5 working days of receiving the notice to proceed from the City.

The contractor will complete 95% of sewer later repairs within 14 working days of receiving the notice to proceed from the City.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
The contractor will complete 95% of sewer lateral investigations within 5 working days of receiving the notice to proceed from the City.	Goal met	
The contractor will complete 95% of sewer lateral repairs within 14 working days of receiving the notice to proceed from the City.	Goal met	

## Performance Measures

Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Sewer lateral investigations	83	86	80	85
Sewer lateral repairs	70	75	70	75



DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Sewer Lateral Repairs</b>	NUMBER <b>008</b>
<b>Program Budget</b>			
<b>Object of Expenditure</b>	<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>
CONTRACTUAL SERVICES	284,175	250,000	270,000
TOTAL EXPENDITURES	284,175	250,000	270,000
<b>Personnel Schedule</b>			
<b>Position</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Annual Budget -2022

Sewer Lateral Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Sewer Lateral Repairs</b>			NUMBER <b>008</b>
Contractual Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	284,175	250,000	270,000	Investigations & repairs	270,000
	TOTALS	284,175	250,000	270,000		

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# Capital Projects Management

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Public Works	50	Capital Projects Mgmt.	009	Director of Public Works

## Program Activities

### *Construction Management*

This program provides contract administration and inspections for the City's capital improvement projects.

### 2022 Programmatic Goals

#### Goals

City projects will be constructed on time and within budget.

Update Accela asset inventory (signs, trees).

### 2021 Programmatic Goals - Status

#### Goals

#### Status

#### Comments

Projects will be constructed on time and under budget.

Goal met

Update Accela asset inventory (signs, trees).

Ongoing

### Performance Measures

Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Funding available (\$ in thousands)	7,854	1,655	3,120	4,820
Projects constructed	16	2	8	12



DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects Management</b>	NUMBER <b>059</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	175,719	233,064	223,728
CONTRACTUAL SERVICES	6,758	9,325	9,205
COMMODITIES	186	980	980
TOTAL EXPENDITURES	182,663	243,369	233,913
<b>Personnel Schedule</b>			
Position	2020	2021	2022
ENGINEER	1.00	1.00	1.00
CONSTRUCTION INSPECTOR	1.00	1.00	1.00
INTERN	0.25	0.25	0.25
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	2.25	2.25	2.25



Capital Improvement Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Public Works</b>		<b>50</b>	<b>Capital Projects Management</b>			<b>059</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	122,339	167,733	163,318	Regular	148,368
					Part-time	5,520
					Overtime	6,000
					Longevity pay	3,430
711.00	BENEFITS	53,380	65,331	60,410	FICA	12,492
					Workers' compensation	896
					Health insurance	26,201
					Life & Disability insurance	1,482
					Dental insurance	720
					Pension	18,619
TOTALS		175,719	233,064	223,728		



**Annual Budget -2022**

**Capital Improvement Fund**

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Capital Projects Management</b>			NUMBER <b>059</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	198	600	600	Smart phones (1)	600
720.25	DATA PROCESSING	6,550	8,000	8,000	Paver	1,000
					Project management software license	7,000
720.51	PROFESSIONAL DEVELOPMENT	10	725	605	See professional development request	605
	TOTALS	6,758	9,325	9,205		



DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects Management</b>	NUMBER <b>059</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
APWA AGENCY MEMBERSHIP		175	Membership dues (1)
APWA METRO BRANCH MEMBERSHIP	Local	130	Membership dues & mtgs (1)
TRAINING CONFERENCE	Local	300	Construction inspection and local seminars
	<b>TOTAL REQUEST</b>	<b>605</b>	



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Capital Projects Management</b>			NUMBER <b>059</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	0	400	400	Survey supplies	400
730.25	UNIFORMS	186	580	580	Safety shoes (2)	280
					Shirts, jackets, coveralls	300
	TOTALS	186	980	980		

# Capital Projects

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Public Works	50	Capital Projects	009	Director of Public Works

## Program Activities

### *Capital Planning*

Capital planning involves the investigation, analysis and recommendations for major road, facility and other infrastructure projects.

### *Capital Projects*

Capital projects are major infrastructure and facility construction projects that typically have an estimated cost of more than \$100,000.

## Capital Improvement Projects - 2022

Project No.	Project Name	Estimated project cost	Estimated expenditures through 2021	2022 Budget (proposed)	Future Cost
004	Pavement Maintenance	1,000,000	0	1,000,000	0
079	Equipment Replacement	110,000	0	110,000	0
126	Public R/W - Property Enhancements	250,000	0	50,000	200,000
141	Sidewalk Construction	1,400,000	0	370,000	1,030,000
149	McKelvey Road (Ameling to Railroad Bridge)	100,000	0	100,000	0
157	Adie Road ( <i>Dorsett Road to Lindbergh Blvd.</i> )	2,352,000	292,000	60,000	2,000,000
168	Fee Fee Greenway Extension (Existing trail to East of I-270)	200,000	0	200,000	0
169	Fee Fee Road Pavement Rehab (Westport Plaza Drive to Schuetz Road)	1,149,000	149,000	1,000,000	0
172	Government Center Parking Lot Overlay	350,000	0	350,000	0
<b>TOTAL 2022</b>				<b>\$3,240,000</b>	



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
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Capital Improvement Project

<b>Capital Project Number</b> 004	<b>Name of Project</b> PAVEMENT MAINTENANCE: CONCRETE, ASPHALT & MICROSURFACING
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**Description**  
This program involves the replacement of deteriorated pavement sections and crack sealing. In addition, this program includes an annual resurfacing of asphaltic pavement and microsurfacing of asphaltic pavement based on pavement conditional analysis.

**Status of Project**  
All pavement types are evaluated using a pavement management program. The proposed pavement maintenance program will be presented in January 2022.

**Impact on Operating Budget**  
Positive.

**Performance Measures**  
Complete 20,000 square yards of concrete pavement by November 2022.  
  
Complete 15,000 square yards of asphalt overlay by November 2022.

Project Budget

	Estimated Total Project Cost	Estimated Expenditures through 2021	2022 Budget	Future Costs
<b>Engineering</b>	\$0	\$0	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	1,000,000	0	1,000,000	0
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$1,000,000	\$0	\$1,000,000	\$0



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
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Capital Improvement Project

<b>Capital Project Number</b> 079	<b>Name of Project</b> EQUIPMENT REPLACEMENT
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**Description**

Funding is provided to purchase replacement of tandem and single-axle dump trucks with plows and spreaders, street sweeper and other high value equipment for the Department of Public Works. This equipment is for hauling construction material and roadway deicing operations.

**Status of Project**

**Impact on Operating Budget**

Positive.

**Performance Measures**

Complete purchase of equipment by December 31, 2022.

Project Budget

	Estimated Total Project Cost	Estimated Expenditures through 2021	2022 Budget	Future Costs
Engineering	\$0	\$0	\$0	\$0
Right-of-Way/Property Acquisition	0	0	0	0
Construction	0	0	0	0
Equipment/Other	110,000	0	110,000	0
<b>Total Cost</b>	<u>\$110,000</u>	<u>\$0</u>	<u>\$110,000</u>	<u>\$0</u>



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
<b>Capital Improvement Project</b>				
<b>Capital Project Number</b> 126	<b>Name of Project</b> PUBLIC R/W - PROPERTY ENHANCEMENTS (TREES, ENTRY & WAYFINDING SIGNAGE)			
<b>Description</b> This project will implement improvements to the rights-of-way of public streets and public property to enhance their appearance. These projects will include planting of street trees. The City Council has adopted a goal to increase the number of street trees planted annually. Residential streets being reconstructed may be enhanced by the installation of decorative crosswalks, new post-top type streetlighting, and street trees. Funds are also included for installation of new entryway signage at city limits were determined appropriate.				
<b>Status of Project</b> On-going.				
<b>Impact on Operating Budget</b> Minimal annual increase in right-of-way maintenance costs are anticipated.				
<b>Performance Measures</b> Complete tree planting by December 31, 2022.				
<b>Project Budget</b>				
	<b>Estimated Total Project Cost</b>	<b>Estimated Expenditures through 2021</b>	<b>2022 Budget</b>	<b>Future Costs</b>
<b>Engineering</b>	\$0	\$0	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	250,000	0	50,000	200,000
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$250,000	\$0	\$50,000	\$200,000



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
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Capital Improvement Project

<b>Capital Project Number</b> 141	<b>Name of Project</b> SIDEWALK CONSTRUCTION
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**Description**

This project will provide for connecting gaps in the existing neighborhood sidewalk network, along public streets, in order to increase pedestrian safety, accessibility, and neighborhood walkability.

**Status of Project**

Construction is scheduled for sidewalks along Glenridge Drive and Glengrove Drive during 2022.

**Impact on Operating Budget**

Positive.

**Performance Measures**

Construction services are scheduled to be completed by the third quarter of 2022 for the sidewalks.

Project Budget

	Estimated Total Project Cost	Estimated Expenditures through 2021	2022 Budget	Future Costs
<b>Engineering</b>	\$0	\$0	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	1,400,000	0	370,000	1,030,000
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$1,400,000	\$0	\$370,000	\$1,030,000



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
<b>Capital Improvement Project</b>				
<b>Capital Project Number</b> 149	<b>Name of Project</b> MCKELVEY ROAD (AMELING TO RAILROAD BRIDGE)			
<b>Description</b> This project will consist of providing partial funding to the county for the design and construction of McKelvey Road.				
<b>Status of Project</b> The county is in the process of right-of-way acquisition.				
<b>Impact on Operating Budget</b> Positive.				
<b>Performance Measures</b> Construction is scheduled to be completed in 2022.				
<b>Project Budget</b>				
	<b>Estimated Total Project Cost</b>	<b>Estimated Expenditures through 2021</b>	<b>2022 Budget</b>	<b>Future Costs</b>
<b>Engineering</b>	\$0	\$0	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	100,000	0	100,000	0
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$100,000	\$0	\$100,000	\$0



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
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Capital Improvement Project

<b>Capital Project Number</b> 157	<b>Name of Project</b> ADIE ROAD (DORSETT ROAD TO LINDBERGH BOULEVARD)
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**Description**  
This project involves the reconstruction of Adie Road from Dorsett Road to Lindbergh Boulevard. The new road will consist of concrete pavement 27 feet in width with curb and gutters and enclosed storm sewers. A sidewalk will be located on the north side of the road. The existing box culvert will be replaced as part of this project. East-West Gateway Council of Governments has approved funds for this project.

**Status of Project**  
Preliminary design was completed in 2020. Right-of-way acquisition is underway.

**Impact on Operating Budget**  
Positive.

**Performance Measures**  
Right-of-way acquisition will be completed in 2022.

Project Budget

	Estimated Total Project Cost	Estimated Expenditures through 2021	2022 Budget	Future Costs
<b>Engineering</b>	\$292,000	\$292,000	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	60,000	0	60,000	0
<b>Construction</b>	2,000,000	0	0	2,000,000
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$2,352,000	\$292,000	\$60,000	\$2,000,000



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>	
<b>Capital Improvement Project</b>				
<b>Capital Project Number</b> 168	<b>Name of Project</b> FEE FEE GREENWAY EXTENSION (EXISTING TRAIL TO EAST OF I-270)			
<b>Description</b> This project would entail a preliminary engineering study to establish a location of the trail from the existing Fee Fee Greenway Trail to a new trailhead on the east side of I-270. This project will provide the residents improved pedestrian access to Aquaport and the Community Center.				
<b>Status of Project</b> This project is ongoing.				
<b>Impact on Operating Budget</b> Negligible.				
<b>Performance Measures</b> Select engineering firm by July 31, 2022. Complete location study by December 31, 2022.				
<b>Project Budget</b>				
	<b>Estimated Total Project Cost</b>	<b>Estimated Expenditures through 2021</b>	<b>2022 Budget</b>	<b>Future Costs</b>
<b>Engineering</b>	\$200,000	\$0	\$200,000	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	0	0	0	0
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$200,000	\$0	\$200,000	\$0



Capital Improvement Fund

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
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Capital Improvement Project

<b>Capital Project Number</b> 169	<b>Name of Project</b> FEE FEE ROAD PAVEMENT REHAB (WESTPORT PLAZA DRIVE TO SCHUETZ ROAD)
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**Description**  
The project will consist of removing and replacing concrete slabs and milling and overlaying the asphalt section of Fee Fee Road. Additionally, the concrete pavement along the total corridor will have diamond gridding to correct surface imperfections. The bridge deck will be replaced as part of this project.

**Status of Project**  
This project is ongoing.

**Impact on Operating Budget**  
Positive.

**Performance Measures**  
Bid construction by April 30, 2022. Complete construction by December 31, 2022.

Project Budget

	Estimated Total Project Cost	Estimated Expenditures through 2021	2022 Budget	Future Costs
<b>Engineering</b>	\$149,000	\$149,000	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	1,000,000	0	1,000,000	0
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$1,149,000	\$149,000	\$1,000,000	\$0



DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>009</b>
<b>Capital Improvement Project</b>				
<b>Capital Project Number</b> 172	<b>Name of Project</b> GOVERNMENT CENTER PARKING LOT OVERLAY			
<b>Description</b> The project will consist of milling and overlaying the asphalt of the Government Center parking lot.				
<b>Status of Project</b>				
<b>Impact on Operating Budget</b> Positive.				
<b>Performance Measures</b> Bid construction by April 30, 2022. Complete construction by August 31, 2022.				
<b>Project Budget</b>				
	<b>Estimated Total Project Cost</b>	<b>Estimated Expenditures through 2021</b>	<b>2022 Budget</b>	<b>Future Costs</b>
<b>Engineering</b>	\$0	\$0	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	350,000	0	350,000	0
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$350,000	\$0	\$350,000	\$0



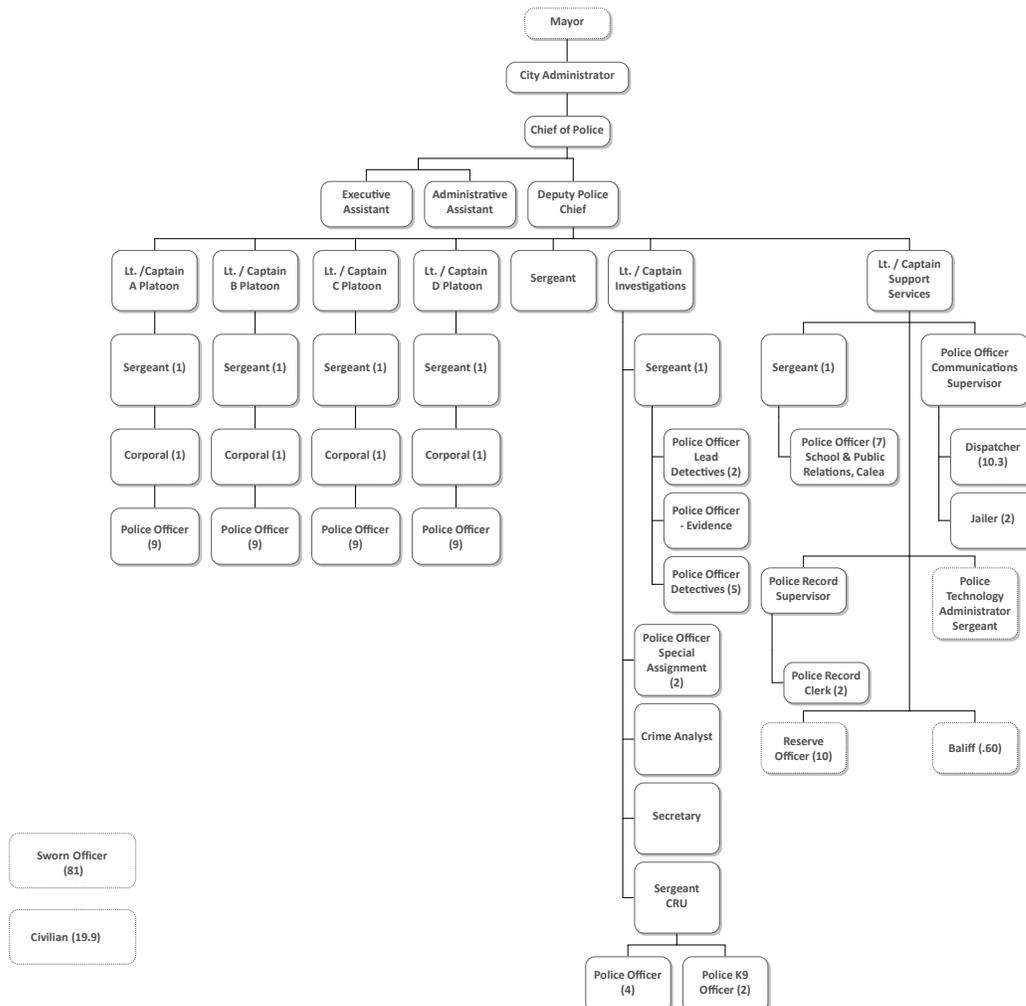
**Police**

# Police

## Department Summary

<u>Program</u>	<u>General Fund</u>	<u>Forfeiture Fund</u>	<u>Police Training Fund</u>	<u>Total</u>
Police Administration	432,448	216,500	20,100	669,048
Patrol Services	6,139,769			6,139,769
Investigation	2,667,766			2,667,766
Police Communications	1,279,083			1,279,083
Community Services	1,358,355			1,358,355
Police Records	210,171			210,171
<b>Total</b>	<b>\$12,087,592</b>	<b>\$216,500</b>	<b>\$20,100</b>	<b>\$12,324,192</b>

## Organization Chart



# Police Administration

Department	No.	Program	No.	Program Manager
Police	60	Police Administration	001	Chief of Police

## Program Activities

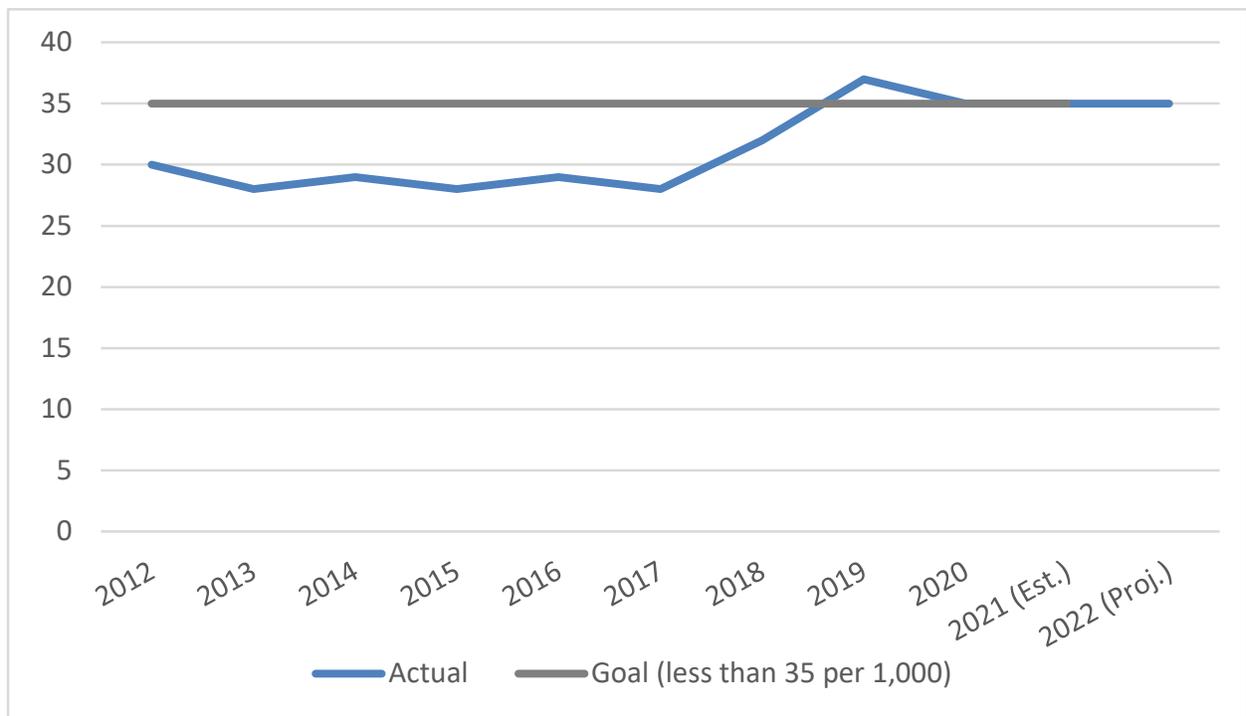
### *Department Administration*

The Police Chief is responsible for the overall supervision of all sworn, civilian and voluntary members of the Police Department.

This activity includes the oversight of Patrol Services, Investigations, Police Communications, Community Services, Police Records, and the Community Response Unit; planning, research, training, budgeting, scheduling, purchasing, inventory control and the coordination of the Police Department.

## Performance Measures

UCR Part One Crimes per 1,000 Population





**Annual Budget -2022**

**General Fund**

DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Police</b>	<b>60</b>	<b>Police Administration</b>	<b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget	2021 Budget	2022 Budget
PERSONNEL SERVICES	352,196	356,878	372,648
CONTRACTUAL SERVICES	12,905	19,675	19,800
COMMODITIES	736	2,500	2,500
CAPITAL	29,416	0	37,500
TOTAL EXPENDITURES	395,253	379,053	432,448
<b>Personnel Schedule</b>			
Position	2020	2021	2022
CHIEF OF POLICE	1.00	1.00	1.00
EXECUTIVE ASSISTANT	1.00	1.00	1.00
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	3.00	3.00	3.00



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Police Administration</b>			<b>001</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	254,585	255,384	265,601	Supervisory	154,276
					Regular	104,963
					Overtime	1,000
					Longevity pay	5,362
711.00	BENEFITS	97,611	101,494	107,047	FICA	20,317
					Workers' compensation	11,405
					Health insurance	36,852
					Life & Disability insurance	2,591
					Dental insurance	1,080
					Pension	34,802
	TOTALS	352,196	356,878	372,648		



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>			NUMBER <b>001</b>
Contractual Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	4,538	3,000	3,000	Smart phones (1) 600 Pre-employment assessments (8) 2,400	
720.25	DATA PROCESSING	1,500	1,500	1,500	Crime reports annual subscription 1,500	
720.26	PRINTING & BINDING	4,592	8,000	8,000	Traffic and parking tickets, bond forms & envelopes, brochures, misc. forms 8,000	
720.51	PROFESSIONAL DEVELOPMENT	2,275	7,175	7,300	See professional development request 7,300	
TOTALS		12,905	19,675	19,800		



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>	NUMBER <b>001</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
BACKSTOPPERS		150	Membership dues (1)
IACP		200	Membership dues (1)
IACP CONFERENCE	Dallas, TX	3,000	Annual conference (1)
MEETINGS & SEMINARS	Various	1,500	North County Police Chiefs Assoc., M.I.A.C, staff meetings, seminars, etc. (1)
MO POLICE CHIEFS		225	Membership dues (1)
MO POLICE CHIEFS CONFERENCE	Jefferson City, MO	500	Annual conference (1)
NORTH COUNTY POLICE CHIEFS	St. Louis, MO	175	Membership dues (1)
POLICE MEMORIAL BREAKFAST	St. Louis, MO	250	Annual breakfast (10)
PROFESSIONAL ORGANIZATIONS		350	Nat'l Public Safety membership, SLAPCA, Nat'l Directory of Law Enforcement Administrators, NUCPS, FBINAA & command dues
ST LOUIS CO POLICE ACADEMY	St. Louis, MO	150	Annual training fee (1)
STAFF DEVELOPMENT	St. Louis, MO	800	Staff training (2)
	<b>TOTAL REQUEST</b>	<b>7,300</b>	



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>			NUMBER <b>001</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	736	2,500	2,500	Awards & administrative supplies	2,000
					Subscriptions, books & periodicals	500
	TOTALS	736	2,500	2,500		



DEPARTMENT		NUMBER	PROGRAM		NUMBER
Police		60	Police Administration		001
Capital Request					
Capital Item	Number Requested	Replace/ Add	Unit Cost	Total Cost	Description
6 CYLINDER PASSENGER 4WD SUV	1	R	37,500	37,500	Fleet Rotation
TOTAL REQUEST				37,500	

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# Police Administration

Department	No.	Program	No.	Program Manager
Police	60	Police Administration	001	Chief of Police

## Program Activities

### *Support of Law Enforcement*

The Police Forfeiture Fund was created to account for the proceeds and eligible expenditures of forfeited assets received from certain court cases. Specialized law enforcement training and equipment are purchased with available funds pursuant to federal regulations.

## 2022 Programmatic Goals

### Goals

Enhance training opportunities for law enforcement personnel.

Sponsor Heroin Prevention Presentation for all Pattonville Middle School students, High School students and staff.

## 2021 Programmatic Goals - Status

### Goals

### Status

### Comments

Provide training opportunities for law enforcement personnel.

Ongoing



**Annual Budget -2022**

**Forfeiture Fund**

DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
CONTRACTUAL SERVICES	3,920	32,002	115,100
COMMODITIES	79,190	70,925	66,200
CAPITAL	68,188	95,404	35,200
TOTAL EXPENDITURES	151,298	198,331	216,500
<b>Personnel Schedule</b>			
Position	2020	2021	2022
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2022**

**Forfeiture Fund**

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>			NUMBER <b>001</b>
Contractual Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	0	10,602	34,000	GrayKey/GrayShift cellular extraction service	19,000
					Chris Herren presentation to Pattonville HS/MS students	15,000
720.51	PROFESSIONAL DEVELOPMENT	3,920	21,400	81,100	See professional development request	81,100
	TOTALS	3,920	32,002	115,100		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Police</b>	<b>60</b>	<b>Police Administration</b>	<b>001</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
AMERICAN POLYGRAPH CONFERENCE	Phoenix, AZ	1,650	Annual certification/training (1)
CALEA CONFERENCE	Orlando, FL	3,000	Annual conference (2)
CANINE TRAINER/HANDLER COURSE	Berrien Center, MI	6,500	Training certification (1)
CITY/COUNTY COMMUNICATIONS CONF	Columbus, OH	1,800	Public relations conference/membership (1)
CRU TRAINING & SEMINARS	Local	2,000	Specialized training
DARE NATIONAL CONFERENCE FEE		1,000	Conference fee only (2)
DETECTIVE TRAINING & SEMINARS	Local	3,000	Specialized training
HOSTAGE NEGOTIATION/CRISIS INTERVEN	Myrtle Beach, SC	1,850	Annual certification (1)
IALEFI	Houston, TX	3,200	Annual armorers re-certification/training (2)
MISSOURI SAFETY CENTER	Warrensburg, MO	1,000	DWI/Breathalyzer certification (1)
MSHP BASIC SUPERVISOR COURSE	Jefferson City, MO	2,000	Supervisor training (2)
NAPWDA	Eureka, MO	1,600	K-9 certifications (2)
NATIONAL TACTICAL OFFICERS ASSOC.	TBD	3,000	Specialized tactical training (2)
NORTHWEST CNTR PS COMMAND SCHOOL	Chicago, IL	40,000	Staff and Command School (2)
POLICE FLEET EXPO	Indianapolis, IN	2,000	Annual Conference (1)
SPECIALIZED POLICE OFFICER TRAINING	Local	5,000	Individualized patrol training (4)
TACTICAL FLIGHT OFFICERS COURSE	Local	2,500	Tactical team support pilot training (2)
	<b>TOTAL REQUEST</b>	<b>81,100</b>	



**Annual Budget -2022**

**Forfeiture Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Police Administration</b>			<b>001</b>
Commodities		2020	2021	2022		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
730.20	OPERATIONAL SUPPLIES	48,195	41,425	39,700	K-9 dog food/care	5,000
					Vehicle rental	1,000
					40 MM Re-certification kits (2)	500
					37 MM Less lethal re-certification kit & practice ammunition	500
					In-Car camera system	7,200
					Body Camera System (2)	5,250
					Tasers (5)	7,250
					Audio visual rollcall system upgrade	10,000
					MacBook laptop	3,000
730.25	UNIFORMS	30,995	29,500	26,500	Body armor-reserves (3)	2,400
					Body armor-patrol (15)	12,000
					Tactical rifle armor vests/plates (3)	5,100
					Ballistic helmet (2) (R)	1,000
					Duty gear vest carriers (10)	6,000
	TOTALS	79,190	70,925	66,200		



DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Police</b>		<b>60</b>	<b>Police Administration</b>		<b>001</b>
Capital Request					
Capital Item	Number Requested	Replace/ Add	Unit Cost	Total Cost	Description
6 PASSENGER 4X4 UTILITY VEHICLE	1	A	20,200	20,200	Multi-use utility vehicle/fleet rotation
NEW CANINE UNIT	1	A	15,000	15,000	New dog, training and set-up
TOTAL REQUEST				35,200	

# Police Administration

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Police	60	Police Administration	001	Chief of Police

## Program Activities

### *Expanded Training*

The Police Training Fund was created to account for the proceeds of funds remitted to the City by the Post Commission of the State of Missouri for training of police officers and other law enforcement employees.

## 2022 Programmatic Goals

### Goals

Continue compliance with POST commission regulations, CALEA training standards and internal policy requirements.

## 2021 Programmatic Goals - Status

### Goals

Continue compliance with POST commission regulations, CALEA training standards and internal policy requirements.

### Status

Ongoing

### Comments



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
CONTRACTUAL SERVICES	13,999	16,950	20,100
TOTAL EXPENDITURES	13,999	16,950	20,100
<b>Personnel Schedule</b>			
Position	2020	2021	2022
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2022**

**Police Training Fund**

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>			NUMBER <b>001</b>
Contractual Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
720.51	PROFESSIONAL DEVELOPMENT	13,999	16,950	20,100	See professional development request	20,100
	TOTALS	13,999	16,950	20,100		



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>	NUMBER <b>001</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
ACCIDENT RECONSTRUCTION	St. Louis, MO	1,000	Accident reconstruction certification (1)
ADMINISTRATIVE TRAINING	Local	1,800	Executive development (1)
ADVANCED SRO SCHOOL	St. Louis, MO	350	Annual Training
BOSCH CDR GROUP	St. Louis, MO	400	Crash Data Operators (2)
FIRE & FRAUD INVESTIGATION	Jefferson City, MO	1,500	Annual training conference (2)
GENERALIST INSTRUCTOR EASTERN	St. Louis, MO	400	Instructor Recertification Training (1)
MEDICOLEGAL DEATH INVESTIGATOR	St. Louis, MO	1,000	Basic death investigation training (1)
METH LAB RESPONSE TRAINING	Local	800	Re-certification training (5)
MO CRIME PREVENTION	Lake Ozark, MO	1,000	Annual Training
REID INTERVIEW SCHOOL	St. Louis, MO	850	Interview training (1)
SIMUNITION INSTRUCTOR SCHOOL	St. Louis, MO	2,000	Instructor re-certification training (2)
TASER INSTRUCTOR SCHOOL	St. Louis, MO	1,000	Instructor re-certification training (1)
VIRTUAL ACADEMY	St. Louis, MO	8,000	Online department-wide training for POST certification
	<b>TOTAL REQUEST</b>	<b>20,100</b>	

# Patrol Services

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Police	60	Patrol Services	002	Deputy Chief of Police

## Program Activities

### Basic Patrol

This activity is responsible for continuous, around-the-clock protection of the City providing preventive patrol, response to calls for service, bicycle patrol, investigation, crime scene processing and response to crimes in progress.

### Traffic Enforcement

This activity conducts enforcement, citizen education and traffic accident investigations.

### Secondary/ Training Oversight

This position will oversee secondary activity and reporting, along with training development and monitoring.

### Small Unmanned Aircraft/ Drone Unit

This unit is capable of providing a safe and efficient aerial perspective support during times of special events, demonstrations, serious accident investigations, crimes in progress or other circumstances deemed appropriate by supervisory personnel. The unit will maintain a minimum of six FAA certified pilots.

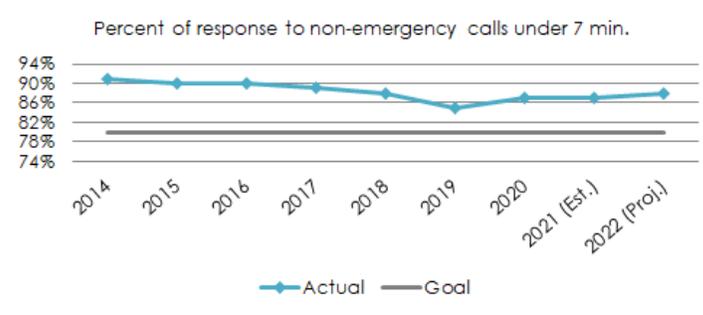
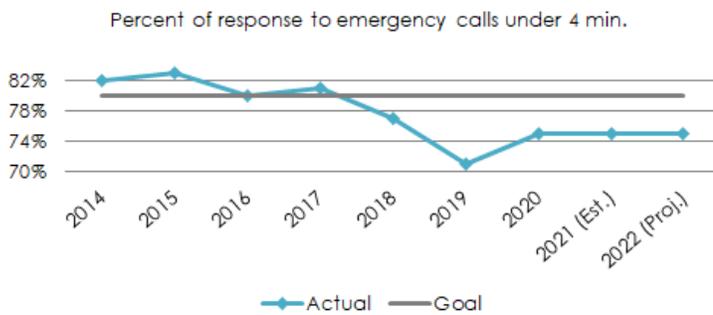
## Strategic Goal(s) Activity for 2022

### Goal 5: Safety

**Objective: Maintain Part-One (UCR) Crime levels less than 35 per 1,000 crimes reported.**

### Activities and Steps

1. Increase SAFE (Selected Areas for Enforcement) patrols through all areas of the City.



Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Auto Accidents Investigated	1,479	811	924	975
Citations and Warnings Issued	15,797	10,000	14,376	14,400
DWI arrests	137	69	96	102
Proactive response incidents	42,494	36,063	40,704	40,750
Reactive response incidents	31,188	25,056	26,004	26,030
Total arrests	3,714	1,832	2,292	2,300
Training hours	1,789	2,411	5,016	5,030



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Patrol Services</b>	NUMBER <b>002</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	5,303,135	5,477,518	5,582,529
CONTRACTUAL SERVICES	231,818	261,550	287,050
COMMODITIES	214,873	220,300	226,500
CAPITAL	263,825	0	43,690
TOTAL EXPENDITURES	6,013,651	5,959,368	6,139,769
<b>Personnel Schedule</b>			
Position	2020	2021	2022
MAJOR (DEPUTY CHIEF)	1.00	1.00	1.00
CAPTAIN/LT	4.00	4.00	4.00
SERGEANT	5.00	5.00	5.00
CORPORAL	4.00	4.00	4.00
POLICE OFFICER	36.00	36.00	36.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	50.00	50.00	50.00



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Patrol Services</b>			<b>002</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	3,784,520	3,869,351	3,903,225	Supervisory	1,380,717
					Regular	2,442,312
					Overtime	31,000
					Longevity pay	49,196
711.00	BENEFITS	1,518,615	1,608,167	1,679,304	FICA	298,568
					Workers' compensation	276,701
					Health insurance	502,805
					Life & Disability insurance	38,206
					Dental insurance	18,000
					Pension	545,024
	TOTALS	5,303,135	5,477,518	5,582,529		



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Patrol Services</b>			<b>002</b>
<b>Contractual Services</b>		<b>2020</b>	<b>2021</b>	<b>2022</b>		
<b>Account Number</b>	<b>Account Description</b>	<b>Budget (Actual)</b>	<b>Budget (Amended)</b>	<b>Budget (Proposed)</b>	<b>Detail</b>	
720.11	MISC. CONTRACTUAL	212,851	223,100	238,400	Firearms range fees	6,500
					Fire extinguisher maintenance	1,100
					Intoximeter maintenance (2)	2,500
					Vehicle equip. changeover (5)	50,000
					Car washes	4,000
					Prisoner meals	17,500
					Smart phones (9)	5,400
					CDMA/wireless service (50)	24,500
					US ID manual update services	100
					CIT court fees (St. Louis County)	3,000
					Vehicle location services (23)	8,500
					Radar unit maintenance (8)	3,200
					Taser 60 program	16,500
					Animal control officer-shared w/Bridgeton (1)	25,000
					Coban In-car & body worn camera maintenance (year 3)	68,400
					Genetec licensing/maintenance fee for LPR	1,200
					Annual drone license/maint renewal fee (3)	1,000
720.14	MEDICAL SERVICES	1,141	3,500	3,500	Toxicology testing	3,500
720.25	DATA PROCESSING	3,593	12,550	22,500	Morphotrak fingerprint maint fee	7,500
					Annual RF system analysis	3,000
					Command post surveillance	800
					Drone license renewing training software	250
					FARO scanner annual software update (1)	1,000
					Command Post Server	8,700
					Crash Data rec subscription	1,250
720.51	PROFESSIONAL DEVELOPMENT	8,646	8,900	9,150	See professional development request	9,150
720.64	M&R MOTOR VEHICLE	5,587	13,500	13,500	Electronic vehicle devices, registration renewals	12,000
					Tactical electronic equipment repair/maintenance	1,500
<b>TOTALS</b>		<b>231,818</b>	<b>261,550</b>	<b>287,050</b>		



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Patrol Services</b>	NUMBER <b>002</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
CRISIS INTERVENTION TEAM	Local	300	Annual dinner (8)
IACP		150	Membership dues (1)
NORTHWESTERN UCPS		200	Membership dues (3)
PROFESSIONAL ORGANIZATIONS		1,000	Int'l Ass'n of Law Enforcement Instructors, Smith & Wesson Armorers, Airborne Public Safety (Drone), misc. membership dues
ST LOUIS CO POLICE ACADEMY	St. Louis, MO	7,500	Annual training fee (50)
	<b>TOTAL REQUEST</b>	<b>9,150</b>	



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Patrol Services</b>			<b>002</b>
Commodities		2020	2021	2022		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
730.20	OPERATIONAL SUPPLIES	83,697	60,300	56,500	Ammunition	18,500
					Flares & traffic supplies	4,000
					Taser supplies/maintenance	12,000
					Gun parts, targets and cleaning supplies	2,500
					First aid supplies	1,500
					Holdover supplies	2,500
					Defibrillator supplies	3,000
					NARCAN supplies	1,000
					Batteries, bulbs & gloves	3,000
					Riot control supplies/chemical munitions/bean bag rounds	1,000
					Firearms simulator supplies	1,000
					Drone Equipment and maintenance	2,500
					LPR & Coban maintenance	4,000
730.21	MOTOR FUEL & LUBRICANTS	90,467	120,000	120,000	Gas & oil	120,000
730.25	UNIFORMS	40,709	40,000	50,000	Patrol uniform items	50,000
	TOTALS	214,873	220,300	226,500		



DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Police</b>		<b>60</b>	<b>Patrol Services</b>		<b>002</b>
Capital Request					
Capital Item	Number Requested	Replace/ Add	Unit Cost	Total Cost	Description
8 CYLINDER 4WD PASSENGER VEHICLE SUV	1	R	43,690	43,690	Fleet rotation
TOTAL REQUEST				43,690	

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# Investigation

Department	No.	Program	No.	Program Manager
Police	60	Investigation	003	Commander - Detective Bureau

## Program Activities

### *Investigations*

The Detective Bureau is responsible for investigation and follow-up of all crime reports generated by patrol services. The bureau is also responsible for prisoner transport, warrant service, narcotic and vice enforcement, background investigations and all Major Case Squad work.

### *Evidence Processing and Technical Support*

The bureau is responsible for evidence and stolen property management.

### *Drug Enforcement*

The City is a member of a Federal DEA group and assigns one full-time officer to this specialized unit.

### *Juvenile Case Management*

The bureau works closely with the Family Court, Department of Family Services and area schools to prevent juvenile crime and apprehend juvenile offenders. The bureau also investigates cases of child abuse, runaways and other status offenses.

### *Covert Operations*

This activity focuses on identifying threats and problems to residents and businesses through the integration of information, investigation and the use of technical equipment to enhance day-to-day policing activities.

### *Traffic Enforcement*

This activity conducts enforcement, citizen education, traffic accident investigations and DWI enforcement.

### *K-9 Unit*

Two police dogs enhance the department's operations in drug detection and missing persons searches.

### *Hotel Liaison Program*

Frequent contact is made with the staff of the City's 26 hotels to proactively ensure the safety of visitors to Maryland Heights.

### *Special Response Team*

A tactically trained unit available for high-risk operations, barricaded/hostage situations, etc.

## Strategic Goal(s) Activity for 2022

### Goal 5: Safety

**Objective: Work with surrounding communities to better understand issues outside our jurisdiction that could affect our safety and actively address those issues.**

#### Activities and Steps

1. Continue to share criminal intelligence with neighboring jurisdictions

**Objective: Maintain Part-One (UCR) Crime levels less than 35 per 1,000 crimes reported.**

1. Investigate reported Part-One Crimes and identify, arrest and seek warrants for violators.

2. Conduct undercover surveillance and sting operations directed at perpetrators of Part-One Crimes.

## 2022 Programmatic Goals

### Goals

Implement a new follow-up system to provide necessary support, resources and check the status of victims of domestic violence.

Begin using the polygraph as an additional tool to screen police officer applicants.

Maintain proactive drug and alcohol enforcement program at Hollywood Casino Amphitheater and St. Louis Music Park.

Initiate a program to address community concerns and monitor contacts and results on a monthly basis.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Implement a new follow-up system to provide necessary support, resources, and check the status of victims of domestic violence.	Ongoing	
Begin using the polygraph as an additional tool to screen police officer applicants.	Ongoing	
Initiate a program to address community concerns and monitor contacts and results on a monthly basis.	Ongoing	
Maintain proactive Drug and Alcohol Enforcement Program at the Hollywood Casino Amphitheater.	Ongoing	

## Performance Measures

Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Arrests made - BOI	96	65	90	90
Arrests made - CRU	572	379	348	460
DWI arrests	13	5	3	10
Cases assigned	810	628	750	750
Cases cleared	382	276	325	325
Search warrants executed	0	0	12	12
Domestic violence cases assigned	N/A	N/A	77	77
Canine narcotic responses/events	288	130	108	150
Citations and warnings issued	3,061	1,914	1,884	2,300
Community concerns investigated	N/A	N/A	100	100



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Police</b>	<b>60</b>	<b>Investigation</b>	<b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget	2021 Budget	2022 Budget
PERSONNEL SERVICES	2,544,252	2,532,973	2,609,991
CONTRACTUAL SERVICES	35,902	26,675	29,575
COMMODITIES	30,028	38,199	28,200
TOTAL EXPENDITURES	2,610,182	2,597,847	2,667,766
<b>Personnel Schedule</b>			
Position	2020	2021	2022
CAPTAIN/LT	1.00	1.00	1.00
SERGEANT	1.00	1.00	2.00
LEAD DETECTIVE	0.00	0.00	2.00
POLICE OFFICER	10.00	10.00	14.00
CRIME ANALYST	1.00	1.00	1.00
SECRETARY	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	14.00	14.00	21.00



Annual Budget -2022

General Fund

DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Police</b>		<b>60</b>	<b>Investigation</b>		<b>003</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	1,815,735	1,781,740	1,814,496	Supervisory 306,011 Regular 1,348,998 Overtime 60,000 Overtime (K9 On-call) 4,700 On-call pay 4,700 Overtime (Traffic Safety) 2,000 Overtime (Seatbelt Enforcement) 5,750 Overtime (DWI) 3,738 Overtime (Drug Enforcement Agency contract) 16,710 Overtime (Speed Enforcement) 8,625 Longevity pay 25,214 Overtime (Special Events) 20,000 Overtime (Underage Enforcement) 8,050
711.00	BENEFITS	728,517	751,233	795,495	FICA 140,261 Workers' compensation 122,159 Health insurance 235,754 Life & Disability insurance 16,340 Dental insurance 7,560 Pension 254,221 Other 19,200
TOTALS		2,544,252	2,532,973	2,609,991	



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Investigation</b>			<b>003</b>
Contractual Services		2020	2021	2022		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
720.11	MISC. CONTRACTUAL	11,745	14,150	15,700	Smart phones (12det-9cru)	12,600
					Bio-hazard disposal service	550
					Callyo undercover recording system	2,550
720.25	DATA PROCESSING	15,047	3,450	4,300	Lexis Nexis intelligence data base user fees	2,300
					Leads online service	1,400
					GPS annual subscription	600
720.51	PROFESSIONAL DEVELOPMENT	6,855	6,575	7,075	See professional development request	7,075
720.61	M&R EQUIPMENT	2,255	2,500	2,500	Repair/replacement parts for tactical rifles & equipment	2,500
	TOTALS	35,902	26,675	29,575		



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Investigation</b>	NUMBER <b>003</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
INVESTIGATIVE TRAVEL	Various	2,000	Investigative travel and prisoner pick-up
MAJOR CASE SQUAD	St. Louis, MO	925	Annual membership (8)
MIDSTATES ORG CRIME INFO CENTER	Midwest Region	250	Membership dues
PROFESSIONAL ORGANIZATIONS	Various	900	NABI, FBINAA, American Polygraph Assoc., Midwest Financial Fraud Inv., NATIA, Intl. Assoc for Property & Evidence, MARCAN, NAPWDA, NTOA, IALEFI.
ST LOUIS CO POLICE ACADEMY	St. Louis, MO	3,000	Annual training fee (17)
	TOTAL REQUEST	7,075	



DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Investigation</b>			NUMBER <b>003</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	25,960	34,199	24,200	Investigative supplies, equipment & batteries	10,000
					Major case expenditures	2,100
					DVDs, CDs, and processing	2,600
					Tactical ammunition	7,000
					Simunition supplies	2,500
730.25	UNIFORMS	4,068	4,000	4,000	Tactical uniforms	4,000
	TOTALS	30,028	38,199	28,200		

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# Police Communications

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Police	60	Police Communications	004	Communications Supervisor

## Program Activities

### *Communications*

This activity operates the 24-hour Communications and Dispatch center that receives and processes emergency calls and other calls for services.

### *Jailers*

This activity is responsible for booking, processing and care of prisoners, computer entries, notifications and assisting with court.

## Strategic Goal(s) Activity for 2022

### Goal 5: Safety

**Objective: Work with surrounding communities to better understand issues outside our jurisdiction that could affect our safety and actively address those issues.**

### Activities and Steps

1. Cooperate with regional plans to implement new radio system.

## 2022 Programmatic Goals

### Goals

Continue implementing and enhancing the encryption capabilities of our radio system.

Go live with NG911 that has the same encryption levels as Federal Agencies.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Participate in the update of the county-wide P25 trunked radio system.	Ongoing	

## Performance Measures

Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Dispatcher performance audits	400	150	350	350
Number of calls received	31,188	25,056	26,004	26,700



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Police</b>	<b>60</b>	<b>Police Communications</b>	<b>004</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	1,054,342	1,048,433	1,076,768
CONTRACTUAL SERVICES	151,972	166,310	193,515
COMMODITIES	3,433	7,500	8,800
TOTAL EXPENDITURES	1,209,747	1,222,243	1,279,083
<b>Personnel Schedule</b>			
Position	2020	2021	2022
COMMUNICATIONS SUPERVISOR	1.00	1.00	1.00
DISPATCHER	10.30	10.30	10.30
JAILER	2.00	2.00	2.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	13.30	13.30	13.30



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Police Communications</b>			<b>004</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	761,940	745,560	765,402	Supervisory	81,339
					Regular	653,369
					Overtime	12,000
					Part-time	10,000
					Longevity pay	8,694
711.00	BENEFITS	292,402	302,873	311,366	FICA	58,547
					Workers' compensation	13,192
					Health insurance	136,652
					Life & Disability insurance	7,341
					Dental insurance	4,680
					Pension	90,954
TOTALS		1,054,342	1,048,433	1,076,768		



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Communications</b>			NUMBER <b>004</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	1,014	3,895	12,600	Deaf interpreting (TTY) services	600
					AT&T language line (1)	200
					Smart phones (2)	1,200
					Critical dispatcher testing service annual fee	1,900
					Radio Extended Warranty Program	8,700
720.25	DATA PROCESSING	149,508	161,350	174,850	REJIS fees	68,000
					ITI CAD enterprise subscription	106,000
					MULES VPN tunnel connection	850
720.51	PROFESSIONAL DEVELOPMENT	1,450	1,065	6,065	See professional development request	6,065
	<b>TOTALS</b>	<b>151,972</b>	<b>166,310</b>	<b>193,515</b>		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Police</b>	<b>60</b>	<b>Police Communications</b>	<b>004</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
APCO		125	Annual dues (1)
APCO SYMPOSIUM	Local	1,750	Annual Training (1)
CJIS CONFERENCE	Local	1,500	Annual Training (1)
DISPATCH CLASSES	St. Louis, MO	800	Academy fees (14)
NENA CONFERENCE	Local	1,750	Annual Training
NENA/NAT'L EMERGENCY NUMBER ASSN		140	Annual dues (1)
	<b>TOTAL REQUEST</b>	<b>6,065</b>	



DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Communications</b>			NUMBER <b>004</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	1,577	5,500	5,800	Dispatch supplies,CDs,etc.	1,000
					Radio & data accessories	3,500
					Dispatcher chair	1,300
730.25	UNIFORMS	1,856	2,000	3,000	Dispatcher uniform shirts and jailer uniforms	3,000
	TOTALS	3,433	7,500	8,800		

# Community Services

Department	No.	Program	No.	Program Manager
Police	60	Community Services	005	Commander - Community Services

## Program Activities

### *Community Education/ Crime Prevention*

Community Relations Officers provide a range of crime prevention and citizen education programs.

### *School Resource Officers*

School Resource Officers provide school safety within Pattonville High School and Middle School, and teach classes aimed at reducing violence, criminal activity and chemical abuse.

### *Reserve Officers*

This activity supplements Patrol Services and assists at special events. All reserve officers are required to meet state certification requirements. Reserve officers are volunteers who serve without compensation.

### *Fleet Maintenance*

This activity is responsible for ensuring that all police vehicles are safe, operational and efficient. Vehicles are maintained by the Public Works Department.

### *Emergency Management*

This activity is responsible for the planning of response to natural or man-made disasters and civil disturbances. The City has established an Emergency Management Agency coordinated by the Chief of Police.

### *Training Officer-in-Charge*

This activity is responsible for the development of training courses and the organizing, scheduling, coordinating and monitoring of all police training activities.

### *Professional Standards*

The Office of Professional Standards is responsible for conducting internal affairs investigations, updating general orders and assuring all accreditation standards are met.

### *Electronics/ Camera Tech Support*

This activity is responsible for ensuring that vehicle/body camera systems and all police department electronic equipment is operative, maintained properly and reproduced according to dept. policy.

## 2022 Programmatic Goals

### Goals

Participate in one in-house emergency management tabletop exercise including all city departments.

Continue towards achieving CALEA Tier One Gold Standard accreditation.

Continue and expand Junior Police Academy program for high school students.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Participate in one in-house emergency management tabletop exercise including all city departments.	Ongoing	
Initiate the process for achieving CALEA Tier One Gold Standard accreditation.	Ongoing	
Continue a social media based neighborhood watch program integrated with crime prevention components.	Goal met	
Introduce the Junior Police Academy program for high school students.	Goal met	

## Performance Measures

Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
D.A.R.E. classes	196	161	171	200
D.A.R.E. visitations	561	429	485	525
SRO classes taught	67	4	0	67
SRO parent, teacher and student conferences	2,226	785	828	925
Subdivisions participating in neighborhood watch program	2	0	5	5



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Community Services</b>	NUMBER <b>005</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget	2021 Budget	2022 Budget
PERSONNEL SERVICES	1,063,464	1,262,889	1,297,420
CONTRACTUAL SERVICES	9,050	9,900	10,735
COMMODITIES	27,042	32,300	50,200
TOTAL EXPENDITURES	1,099,556	1,305,089	1,358,355
<b>Personnel Schedule</b>			
Position	2020	2021	2022
CAPT/LIEUTENANT	1.00	1.00	1.00
SERGEANT	2.00	2.00	2.00
POLICE OFFICER	6.50	7.00	7.00
BAILIFF	0.60	0.60	0.60
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	10.10	10.60	10.60



**Annual Budget -2022**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Community Services</b>			<b>005</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	767,853	906,335	920,547	Supervisory	302,992
					Regular	569,373
					Part-time	14,000
					Overtime	13,000
					Longevity pay	21,182
711.00	BENEFITS	295,611	356,554	376,873	FICA	70,418
					Workers' compensation	64,572
					Health insurance	102,651
					Life & Disability insurance	8,720
					Dental insurance	3,600
					Pension	126,912
	TOTALS	1,063,464	1,262,889	1,297,420		



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Community Services</b>			NUMBER <b>005</b>
Contractual Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	1,014	2,100	2,900	Reserve officer pre-employment assessments (6)	1,700
					Smart phones (2)	1,200
720.25	DATA PROCESSING	4,595	4,600	4,600	Power DMS-CALEA mgmt. software license (1)	4,600
720.51	PROFESSIONAL DEVELOPMENT	3,441	3,200	3,235	See professional development request	3,235
	TOTALS	9,050	9,900	10,735		



DEPARTMENT		NUMBER	PROGRAM	NUMBER
<b>Police</b>		<b>60</b>	<b>Community Services</b>	<b>005</b>
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
MISSOURI CRIME PREVENTION	St. Louis, MO	35	Annual membership (1)	
MISSOURI DARE ASSOCIATION		100	Membership dues (2)	
MOLEAC		50	Membership dues (1)	
NORTHWESTERN UCPS		50	Membership dues (1)	
ST LOUIS CO POLICE ACADEMY	St. Louis, MO	3,000	Annual training fee (20)	
	TOTAL REQUEST	3,235		



Annual Budget -2022

General Fund

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Community Services</b>		NUMBER <b>005</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	21,561	27,300	44,500	D.A.R.E. program 10,000 Safety Town equipment/supplies 1,800 Community service events 7,000 Neighborhood Watch program 3,000 Maryland Heights Night Out 2,000 Citizen's Academy 1,500 Halloween promotions 1,200 Jr. Police Academy (2 classes) 5,000 Police Department Open House 3,000 Hosting IACP Women's Conference 10,000
730.25	UNIFORMS	5,481	5,000	5,700	Reserve officer uniforms (10) 2,500 Officers uniforms 3,200
	TOTALS	27,042	32,300	50,200	

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# Police Records

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Police	60	Police Records	006	Records Supervisor

## Program Activities

### *Police Records Maintenance*

The Police Records section maintains police reports, booking sheets and other information and is responsible for fingerprint application processing.

2021 Programmatic Goals - Status		
Goals	Status	Comments
Implement a credit and/or debit card form of payment option for reports.	Goal met	

Performance Measures				
Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
DWI reports processed (state)	165	102	109	124
Police reports issued (paid)	1,447	1,385	1,417	1,698
Police reports issued (unpaid)	470	562	534	718
Criminal record checks (paid)	107	87	100	91
Criminal record checks (unpaid)	138	152	158	244
Accident reports processed (state)	960	811	833	1,193
Summons processed	1,260	334	870	1,150
Customer service contacts by telephone	2,061	1,806	1,909	2,278
Customer service contacts in person	933	662	736	854
Fingerprint applications processed	408	123	208	0
Police reports processed (county)	8,577	5,336	5,332	7,836



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Police Records</b>	NUMBER <b>006</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	198,718	201,711	209,371
COMMODITIES	37	800	800
TOTAL EXPENDITURES	198,755	202,511	210,171
<b>Personnel Schedule</b>			
Position	2020	2021	2022
POLICE RECORDS SUPERVISOR	1.00	1.00	1.00
POLICE RECORDS CLERK	2.00	2.00	2.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	3.00	3.00	3.00



DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Police Records</b>			<b>006</b>
Personnel Services		<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>	<b>Budget (Actual)</b>	<b>Budget (Amended)</b>	<b>Budget (Proposed)</b>		
710.00	SALARIES	141,598	142,404	148,056	Regular	146,522
					Overtime	50
					Longevity pay	1,484
711.00	BENEFITS	57,120	59,307	61,315	FICA	11,324
					Workers' compensation	454
					Health insurance	29,525
					Life & Disability insurance	1,464
					Dental insurance	1,080
					Pension	17,468
TOTALS		198,718	201,711	209,371		



DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Records</b>			NUMBER <b>006</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	37	800	800	Folders, forms, supplies, etc.	800
	TOTALS	37	800	800		



# Municipal Court

# Municipal Court

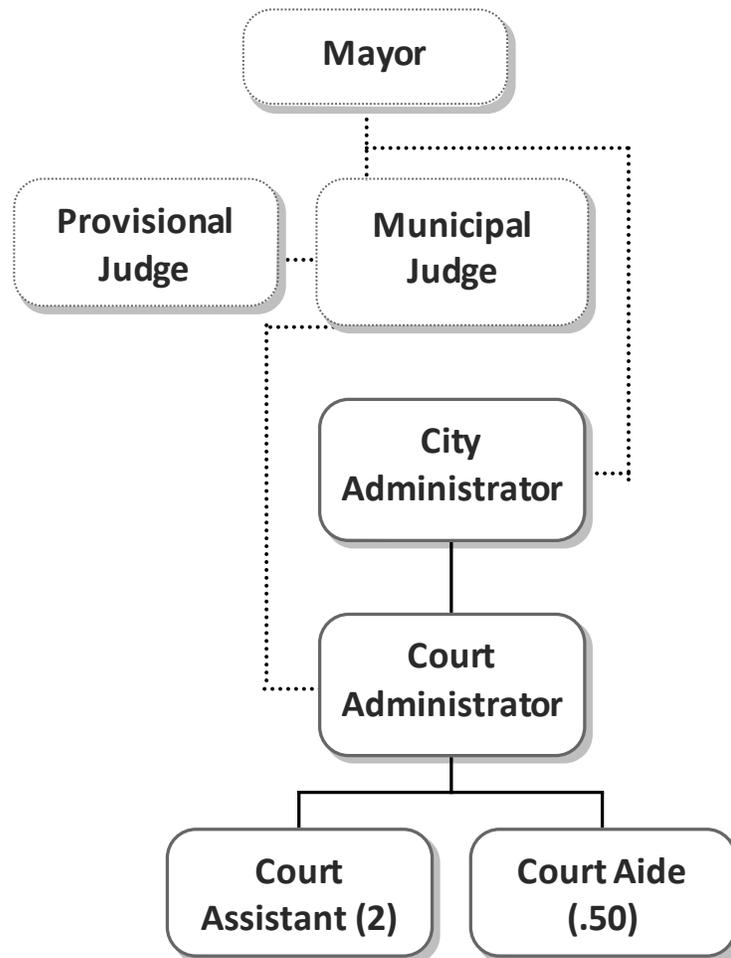
## Department Summary

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<u>Program</u>	<u>General Fund</u>	<u>Total</u>
Municipal Court	363,614	363,614
<b>Total</b>	<b>\$363,614</b>	<b>\$363,614</b>

### Organization Chart

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# Municipal Court

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Municipal Court	70	Municipal Court	001	Municipal Judge

## Program Activities

### *Municipal Court*

The court is the judicial branch of city government. The Judge is appointed to a four-year term by the Mayor with the consent of the City Council. Traffic violations and other ordinance violations are tried by the court. The Judge serves on a part-time basis.

### *Violations Bureau*

To provide for the efficient collection of fines and costs assessed by the Municipal Court, the court has established the Violations Bureau. The Court Administrator operates this bureau and administers the day-to-day records management functions of the court.

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Estimate</b>	<b>2022 Projected</b>
New cases opened:	8,333	5,031	5,500	5,500
Traffic tickets	5,808	3,400	4,200	4,500
Complaints - non-traffic	1,988	1,350	1,300	1,300
Code enforcement cases	16	9	21	20
Parking	139	75	72	75
Court settings	72	58	65	72
Warrants Issued	3,190	1,400	3,600	3,600
DWI cases	350	225	80	85



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Municipal Court</b>	NUMBER <b>70</b>	PROGRAM <b>Municipal Court</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	322,674	325,301	327,564
CONTRACTUAL SERVICES	25,998	32,725	36,050
TOTAL EXPENDITURES	348,672	358,026	363,614
<b>Personnel Schedule</b>			
Position	2020	2021	2022
MUNICIPAL JUDGE	0.20	0.20	0.20
PROVISIONAL MUNICIPAL JUDGE	0.10	0.10	0.10
COURT ADMINISTRATOR	1.00	1.00	1.00
COURT ASSISTANT	2.00	2.00	2.00
COURT AIDE	0.50	0.50	0.50
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	3.80	3.80	3.80



Annual Budget -2022

General Fund

DEPARTMENT <b>Municipal Court</b>		NUMBER <b>70</b>	PROGRAM <b>Municipal Court</b>			NUMBER <b>001</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	244,234	245,925	250,022	Regular	188,886
					Part-time	53,200
					Overtime	2,000
					Longevity pay	5,936
711.00	BENEFITS	78,440	79,376	77,542	FICA	19,123
					Workers' compensation	753
					Health insurance	31,476
					Life & Disability insurance	1,887
					Dental insurance	1,080
					Pension	23,223
	TOTALS	322,674	325,301	327,564		



Annual Budget -2022

General Fund

DEPARTMENT <b>Municipal Court</b>		NUMBER <b>70</b>	PROGRAM <b>Municipal Court</b>			NUMBER <b>001</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	3,138	1,000	1,000	Prisoner incarceration	1,000
720.12	PROFESSIONAL SERVICES	0	3,300	3,300	Interpreters	300
					Attorney for indigent offenders	3,000
720.25	DATA PROCESSING	16,286	19,500	19,750	ITI court program subscription	19,750
720.26	PRINTING & BINDING	960	3,000	3,000	Court backing sheets, court forms	3,000
720.34	CREDIT CARD PROCESSING FEES	3,113	5,000	3,000	Credit Card processing fees	3,000
720.51	PROFESSIONAL DEVELOPMENT	2,501	925	6,000	See professional development request	6,000
	<b>TOTALS</b>	<b>25,998</b>	<b>32,725</b>	<b>36,050</b>		



DEPARTMENT <b>Municipal Court</b>	NUMBER <b>70</b>	PROGRAM <b>Municipal Court</b>	NUMBER <b>001</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
ANNUAL CONFERENCE - COURT	Lake Ozark, MO	1,500	
ANNUAL CONFERENCE - JUDGE	Lake Ozark, MO	1,200	
MEETINGS & SEMINARS	Local	500	Local association training meetings (3)
MO ASSOC FOR COURT ADMIN		150	Membership dues (3)
NACM - ANNUAL CONFERENCE	Milwaukee, WI	2,375	
NATIONAL ASSOC FOR COURT ADMIN		125	Membership dues (1)
ST LOUIS ASSOC. OF COURT ADMIN		150	Membership dues (3)
	<b>TOTAL REQUEST</b>	<b>6,000</b>	

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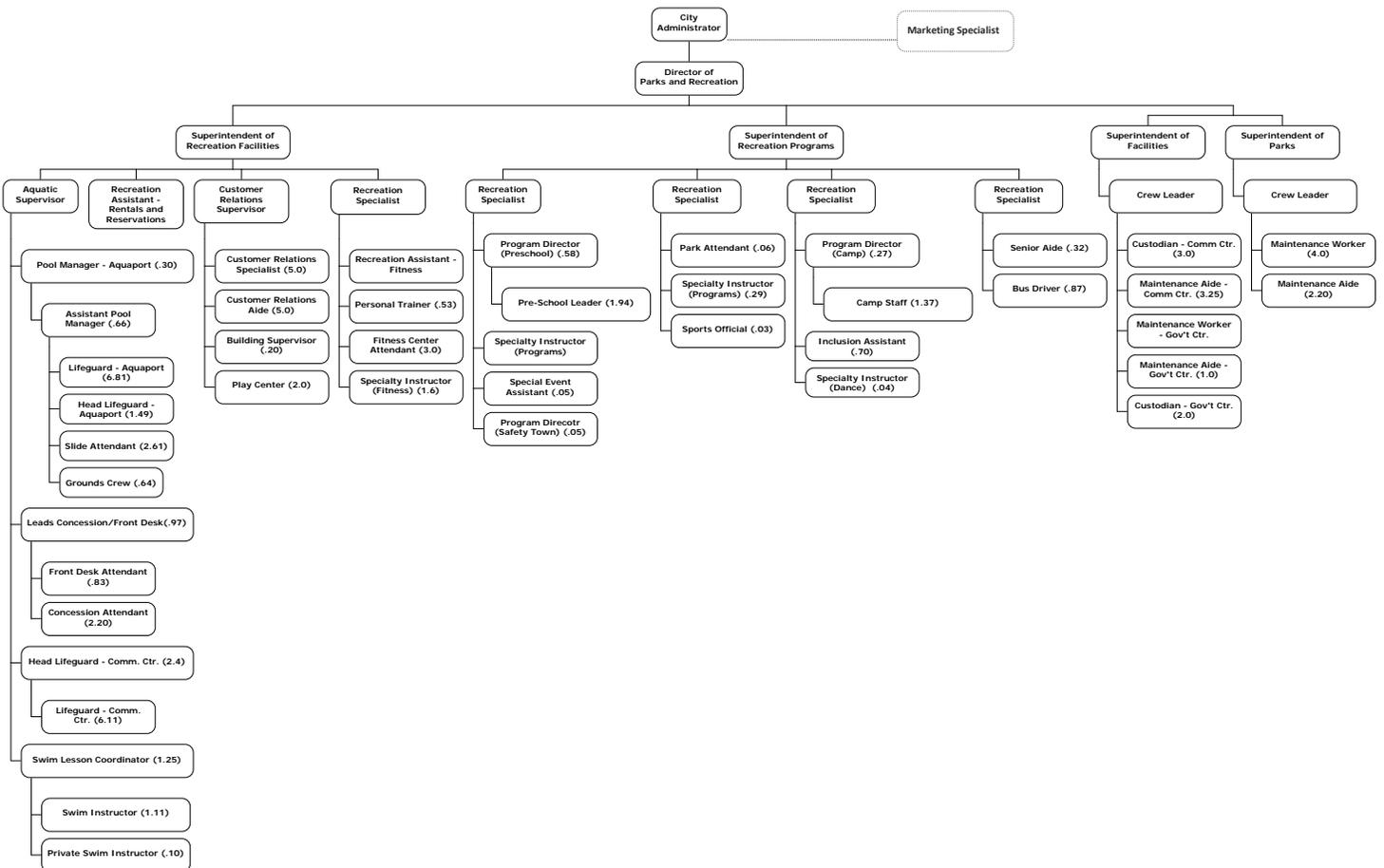
# Parks and Recreation

# Parks and Recreation

## Department Summary

<u>Program</u>	<u>General Fund</u>	<u>Parks Fund</u>	<u>Beautification Fund</u>	<u>Total</u>
Parks & Recreation Admin.		164,471		164,471
Recreation Services		2,589,994		2,589,994
Community Center Maint.		1,025,606		1,025,606
Government Center Maint.	566,421			566,421
Aquaport		752,883		752,883
Parks Maintenance		821,477		821,477
Capital Improvements		1,625,000		1,625,000
Beautification			18,100	18,100
<b>Total</b>	<b>\$566,421</b>	<b>\$6,979,431</b>	<b>\$18,100</b>	<b>\$7,563,952</b>

## Organization Chart



# Parks and Recreation Administration

Department	No.	Program	No.	Program Manager
Parks and Recreation	80	Parks & Recreation Admin.	001	Director of Parks and Recreation

## Program Activities

### *Department Administration*

The Director oversees the administration of the Parks and Recreation Department, which includes the Recreation Services, Community Center Maintenance, Government Center Maintenance, Aquaport, Parks Maintenance and Human Services programs; budget preparation and control, personnel management, clerical and record-keeping functions and departmental planning and evaluation.

## Strategic Goal(s) Activity for 2022

### Goal 2: Building Community

**Objective: Establish, encourage or support events designed to bring Maryland Heights residents together and attract area visitors.**

#### Activities and Steps

*1. Collaborate with non-governmental organizations, Chamber of Commerce, area hospitals, St. Louis County, Great Rivers Greenway, Westport Plaza, Convention and Visitors Bureau, and Hollywood Casino.*

**Objective: Link residents through multi-modal transportation.**

*1. Expand trails in Maryland Heights.*

## 2022 Programmatic Goals

### Goals

Continue developing plans for the Fee Fee Baseballs field usage.

<b>2021 Programmatic Goals - Status</b>		
<b>Goals</b>	<b>Status</b>	<b>Comments</b>
Develop plans for usage of the Fee Fee Baseball Fields in phases, beginning in 2020 and finalizing by 2021.	In progress	
Complete all renovations to Aquaport by pool season opening of 2021, Memorial Day Weekend.	Goal met	
Open Fee Fee Greenway connection from Wesglen Estates by end of 2021.	Goal met	
Apply for municipal grant for playground equipment at Parkwood and Vago Park.	In progress	Municipal grant was applied for funds for the Sustainability Center project. Playground equipment for parks was pushed to 2023.

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Estimate</b>	<b>2022 Projected</b>
Group Exercise Memberships Sold	131	64	75	100
Silver Sneakers Pass Registrations	825	135	550	625
Silver Sneakers Visits	23,976	18,717	12,000	18,000
Community Center Membership Swipes	150,000	72,732	70,000	115,000

*\* The 2020 COVID-19 pandemic significantly altered program and service offerings due to social distancing and gathering size restrictions, thereby impacting performance measures.*



DEPARTMENT <b>Parks &amp; Recreation</b>	NUMBER <b>80</b>	PROGRAM <b>Parks &amp; Recreation Admin.</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	106,390	47,441	139,431
CONTRACTUAL SERVICES	22,562	15,640	24,540
COMMODITIES	18	250	500
TOTAL EXPENDITURES	128,970	63,331	164,471
<b>Personnel Schedule</b>			
Position	2020	2021	2022
DIRECTOR OF PARKS & RECREATION	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	1.00	1.00	1.00



**Annual Budget -2022**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Parks &amp; Recreation Admin.</b>			NUMBER <b>001</b>
Personnel Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
710.00	SALARIES	79,568	29,778	100,000	Supervisory	100,000
711.00	BENEFITS	26,822	17,663	39,431	FICA	7,650
					Workers' compensation	2,020
					Health insurance	16,601
					Life & Disability insurance	1,000
					Dental insurance	360
					Pension	11,800
	<b>TOTALS</b>	<b>106,390</b>	<b>47,441</b>	<b>139,431</b>		



DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Parks &amp; Recreation Admin.</b>			NUMBER <b>001</b>
Contractual Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	15,462	12,600	12,600	Smart phones (1)	600
					Inclusion agreement	10,000
					Music license	1,600
					Liquor license	400
720.51	PROFESSIONAL DEVELOPMENT	2,600	1,040	5,440	See professional development request	5,440
720.80	VEHICLE REIMBURSEMENT	4,500	2,000	6,500	Mileage reimbursement	500
					Car allowance	6,000
	TOTALS	22,562	15,640	24,540		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Parks &amp; Recreation</b>	<b>80</b>	<b>Parks &amp; Recreation Admin.</b>	<b>001</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
MARYLAND HEIGHTS CHAMBER	Maryland Heights, MO	600	
METRO MEETINGS	Local	40	St. Louis area P&R professionals
MPRA CONFERENCE	Springfield, MO	1,000	
NAT'L REC & PARK ASSOCIATION		750	Membership dues
NRPA CONFERENCE	Phoenix, AZ	2,400	
PROFESSIONAL TRAINING	Local	500	Special seminars in customer service and/or computers (2)
SERVICE ORGANIZATION		150	Membership dues (1)
	<b>TOTAL REQUEST</b>	<b>5,440</b>	



**Annual Budget -2022**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Parks &amp; Recreation Admin.</b>			NUMBER <b>001</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	18	250	500	Misc. expenses	300
					Reference publications and subscriptions	200
	TOTALS	18	250	500		

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# Recreation Services

Department	No.	Program	No.	Program Manager
Parks and Recreation	80	Recreation Services	002	Superintendent of Recreation

## Program Activities

### *Recreation Program Services*

This activity is responsible for the implementation of leisure activities including instructional classes, wellness programs, sports, drop-in activities, camps, trips and joint programming with other agencies.

### *Cultural Arts Programs*

This activity is responsible for implementation of programs of visual and performing arts and programs that enhance the community’s understanding and appreciation of cultural diversity and the arts.

### *Inclusion Services*

The City, in partnership with three other cities, provides services to individuals with disabilities through programs and facilities.

### *Facility Reservations*

This activity is responsible for the rental and reservations of Community Center rooms, picnic pavilions and other park facilities.

### *Aquatic Program Services*

This activity is responsible for the rental and reservations of Community Center rooms, picnic pavilions and other park facilities.

<b>Strategic Goal(s) Activity for 2022</b>
<b>Goal 2: Building Community</b>
<b>Objective: Establish, encourage or support events designed to bring Maryland Heights residents together and attract area visitors.</b>
<b>Activities and Steps</b>
1. Consider healthy lifestyle focus in events and facilities.
2. Provide additional recreation programs for all age groups.

2022 Programmatic Goals
Goals
Increase vendors by five at Pop-Up Market at Community Center for 2022.
Host two new programs/special events at Centene Community Ice Center in 2022.
Host two new programs/special events in the indoor pool in 2022.
Complete 400 camp registrations for 2022 summer season.
Register 100 vendors at craft/vendor fair.
Investigate new membership structure for Community Center.
Investigate a Sponsorship program for special events.

2021 Programmatic Goals - Status		
Goals	Status	Comments
Establish a Farmers Market at Centene Community Ice Center for 2021 season, May through October.	Ongoing	This program is now a Pop-Up Market and will be offered at the Community Center parking lot.
Host two new programs/special events at Centene Community Ice Center in 2021.	Goal met	Jingle Jangle in July and various Skate Parties.
Increase GetFit membership sales by 25% in 2021.	Not met	
Host two new programs/special events in the Indoor Pool in 2021.	Not met	Prevented due to COVID-19 restrictions

Performance Measures				
Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Children with disabilities served	16	0	5	15
Recreation Program Registrations	4,537	2,067	3,500	4,000
Senior Luncheon Attendance	1,041	205	175	800
Recreation Programs offered	368	178	200	250
Transportation provided (one-way trips)	9,704	5,546	7,500	10,000

*\*The City's new community center opened for public use in May 2017. The increased capacity and different rental opportunities of this facility, as well as program changes during construction, have created new performance measures, changed how measures are tracked and/or impacted measure totals. The 2020 COVID-19 pandemic significantly altered program and service offerings due to social distancing and gathering size restrictions, thereby impacting performance measures.*



DEPARTMENT <b>Parks &amp; Recreation</b>	NUMBER <b>80</b>	PROGRAM <b>Recreation Services</b>	NUMBER <b>002</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	1,649,475	1,725,007	2,242,349
CONTRACTUAL SERVICES	101,468	225,735	228,645
COMMODITIES	39,492	89,149	119,000
TOTAL EXPENDITURES	1,790,435	2,039,891	2,589,994



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Parks &amp; Recreation</b>	<b>80</b>	<b>Recreation Services</b>	<b>002</b>
<b>Personnel Schedule</b>			
Position	2020	2021	2022
SUPERINTENDENT OF RECREATION	0.00	1.00	1.00
SUPERINTENDENT REC FACILITIES	0.00	1.00	1.00
RECREATION MANAGER	2.00	0.00	0.00
AQUATIC SUPERVISOR	1.00	1.00	1.00
REC PROGRAM SPECIALIST	5.00	5.00	5.00
RECREATION ASSISTANT	2.00	2.00	2.00
MARKETING SPECIALIST	1.00	1.00	1.00
CUSTOMER RELATIONS SUPERVISOR	1.00	0.00	1.00
CUSTOMER RELATIONS SPECIALIST	5.00	4.00	5.00
FITNESS ATTENDANT	3.50	3.50	3.00
BUS DRIVER	0.78	0.78	0.87
CAMP STAFF	3.50	3.50	1.37
PARKS BUILDING SUPERVISOR	0.00	0.00	0.20
CUSTOMER RELATIONS ATTENDANT	5.00	5.00	5.00
PRESCHOOL TEACHER	4.25	2.50	1.94
PLAY CENTER ATTENDANT	2.00	2.00	2.00
PERSONAL TRAINER	0.90	0.00	0.53
FITNESS INSTRUCTOR	1.60	0.00	0.00
DANCE INSTRUCTOR	0.30	0.30	0.00
PROGRAM INSTRUCTOR	1.60	1.60	0.00
PARK ATTENDANT	0.06	0.06	0.06
YOUTH SPORTS ASSISTANT	0.63	0.00	0.00
SPORTS OFFICIAL	0.06	0.06	0.03
SENIOR AIDE	0.36	0.36	0.32
HEAD LIFEGUARD	1.08	2.51	2.40
SWIM INSTRUCTOR	0.00	1.11	1.11
LIFEGUARD	8.14	6.75	6.11
MARKET MANAGER	0.17	0.17	0.00
INCLUSION ASSISTANT	0.00	0.00	0.70
PRIVATE SWIM INSTRUCTOR	0.00	0.00	0.10
PROGRAM DIRECTOR	0.00	0.00	0.90
SPECIAL EVENT ASSISTANT	0.00	0.00	0.05
SPECIALTY INSTRUCTORS	0.00	0.00	1.98
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	50.93	45.20	45.67



**Annual Budget -2022**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Recreation Services</b>			NUMBER <b>002</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	1,288,154	1,335,841	1,747,660	Supervisory	161,608
					Regular	736,444
					Part-time	839,889
					Overtime	4,000
					Longevity pay	5,719
711.00	BENEFITS	361,321	389,166	494,689	FICA	133,678
					Workers' compensation	48,130
					Health insurance	190,679
					Life & Disability insurance	8,974
					Dental insurance	6,120
					Pension	107,108
	TOTALS	1,649,475	1,725,007	2,242,349		



**Annual Budget -2022**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Recreation Services</b>			NUMBER <b>002</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	21,395	33,650	30,810	Contractual/program instructors	10,000
					Bus for camp	1,650
					Movie license	1,000
					Monthly speakers-senior program	3,000
					Lunch caterers-senior program	13,800
					CDMA fees	160
					Smart phones (2)	1,200
720.15	CULTURAL ACTIVITIES	13,805	20,000	23,000	Various programs	23,000
720.25	DATA PROCESSING	18,791	20,255	21,355	RecWebTrac software support	8,200
					E-Newsletter fees-constant contact	1,400
					REACH Exterior signs/ and interior digital signage fees	5,755
					Mind Body processing	2,500
					Digiquatics Scheduling program	2,000
					CampDocs	1,500
720.26	PRINTING & BINDING	15,318	18,300	24,300	Brochures printing & mailing	15,000
					PEACH JAR	800
					Facility/membership brochures	2,500
					Senior newsletter	6,000
720.34	CREDIT CARD PROCESSING FEES	17,674	25,000	30,000	Credit card processing fees	30,000
720.35	ICE CENTER	0	75,000	50,000	Various ice programs/facility fees	50,000
720.51	PROFESSIONAL DEVELOPMENT	10,190	6,880	13,030	See professional development request	13,030
720.58	RECREATION TRIPS	3,355	20,000	29,500	Bus rentals for trips- all ages	29,500
720.61	M&R EQUIPMENT	940	0	0		
720.64	M&R MOTOR VEHICLE	0	6,400	6,400	Bus Vango maintenance	6,400
720.80	VEHICLE REIMBURSEMENT	0	250	250	Mileage reimbursement	250
	<b>TOTALS</b>	<b>101,468</b>	<b>225,735</b>	<b>228,645</b>		



DEPARTMENT <b>Parks &amp; Recreation</b>	NUMBER <b>80</b>	PROGRAM <b>Recreation Services</b>	NUMBER <b>002</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
AMERICA FOR THE ARTS MEMBERSHIP		150	
AMERICAN RED CROSS LTS PROGRAM		650	Swim Lesson Program - WSI Maintain Certifications
LIFEGUARD CERTIFICATION & TRAINING	Local	1,080	Lifeguard certification and food handling certifications
LOCAL WORKSHOPS AND SEMINARS		500	
MISSOURI ARTS COUNCIL MEMBERSHIP		500	
MPRA CONFERENCE (6)	Springfield, MO	3,750	
MPRA MEMBERSHIPS		2,000	Missouri Park and Recreation Association dues (10)
NRPA CONFERENCE (1)	Phoenix, AZ	2,400	
PART-TIME STAFF TRAINING		2,000	
	TOTAL REQUEST	13,030	



**Annual Budget -2022**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Recreation Services</b>		NUMBER <b>002</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	35,515	77,149	105,000	Program supplies 90,000 Birthday party supplies 2,000 Marketing and promotion supplies 10,000 Indoor pool supplies 1,500 Play Center supplies 1,500
730.21	MOTOR FUEL & LUBRICANTS	2,457	4,000	4,000	Fuel for bus 4,000
730.25	UNIFORMS	1,520	8,000	10,000	Program staff and participant shirts 5,000 Community Center facility staff - fulltime and part-time 5,000
TOTALS		39,492	89,149	119,000	

# Community Center Maintenance

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Parks and Recreation	80	Community Center Maint.	003	Superintendent of Facilities

## Program Activities

### *Maryland Heights Community Center*

This activity is responsible for the operations and maintenance of the City's central indoor recreation facility.

### 2022 Programmatic Goals

#### Goals

Complete annual fire drill and tornado drill for all employees.

Complete monthly inspections identifying, documenting and correcting deficiencies found in the building on a monthly basis.

Develop a standard operating procedure for inspection for elevators.

Provide on-going training for all part time staff, including where all the locations of the emergency shut off for our utilities and equipment. Develop a test to ensure that all staff understand.

### 2021 Programmatic Goals - Status

#### Goals

#### Status

Input performance standards into Computerized Maintenance Management System (CMMS) for preventative maintenance and life cycle management of all mechanical equipment at the Community Center.

Not met

Develop a Standard Operating Procedure for Inspection of Fire extinguishers.

In progress

Develop a Standard Operating Procedure for Inspection for Fire Alarm Systems.

Goal met

Develop a standard Facility Inspection form to establish guidelines for identifying, documenting and correcting deficiencies found in the building on a monthly basis, including emergency devices (i.e. Exit signs, emergency alarm doors, emergency lights, AEDs, fire extinguishers, etc.).

In progress

Develop a Standard Operating Procedure for Inspection for Elevators.

In progress

Provide on-going training for all part time staff, including where all the locations of the emergency shut off for our utilities and equipment. Develop a test to ensure that all staff understand.

Goal met

### Performance Measures

Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Room Setups Completed	1,822	428	1,500	1,500
Work orders completed	775	309	700	700

*The 2020 COVID-19 pandemic significantly altered program and service offerings due to social distancing and gathering size restrictions, thereby impacting performance measures.*



DEPARTMENT <b>Parks &amp; Recreation</b>	NUMBER <b>80</b>	PROGRAM <b>Community Center Maint.</b>	NUMBER <b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	445,147	479,142	510,394
CONTRACTUAL SERVICES	370,260	347,835	364,475
COMMODITIES	90,007	108,000	103,000
CAPITAL	0	0	47,737
TOTAL EXPENDITURES	905,414	934,977	1,025,606
<b>Personnel Schedule</b>			
Position	2020	2021	2022
SUPERINTENDENT OF FACILITIES	1.00	1.00	1.00
CREW LEADER	1.00	1.00	1.00
CUSTODIAN	3.00	3.00	3.00
MAINTENANCE AIDE	3.25	3.25	3.25
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	8.25	8.25	8.25



DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Parks &amp; Recreation</b>		<b>80</b>	<b>Community Center Maint.</b>		<b>003</b>
Personnel Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	320,850	344,361	366,816	Regular 267,361 Part-time 91,598 Longevity pay 3,857 Overtime 4,000
711.00	BENEFITS	124,297	134,781	143,578	FICA 28,059 Workers' compensation 26,274 Health insurance 52,301 Life & Disability insurance 2,672 Dental insurance 1,800 Pension 32,472
	TOTALS	445,147	479,142	510,394	



**Annual Budget -2022**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Community Center Maint.</b>			NUMBER <b>003</b>
Contractual Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	137,137	81,435	67,975	Extermination	1,000
					Emergency repairs/inspections	10,000
					Smart phones (2)	1,200
					Window cleaning	10,000
					Carpet cleaning	2,000
					Chiller maintenance contract	15,000
					Various building repairs	9,000
					Generator service agreement	3,000
					Elevators service 2 units	8,500
					Backflow 4 units	1,500
					Boiler service three units	3,500
					Gymnasium equipment service agreement	2,500
					Blue tooth receiver replacement (1 room)	775
720.25	DATA PROCESSING	0	400	0		
720.28	RENTAL - EQUIPMENT	1,115	3,500	4,000	Community Center rental equipment	4,000
720.30	UTILITIES SERVICES	230,062	250,000	280,000	Gas & electric	240,000
					Water & sewer	40,000
720.51	PROFESSIONAL DEVELOPMENT	0	500	500	See professional development request	500
720.61	M&R EQUIPMENT	1,946	12,000	12,000	Security and fire monitoring equipment	2,000
					Annual maintenance contract fitness equipment	10,000
	TOTALS	370,260	347,835	364,475		



DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Community Center Maint.</b>	NUMBER <b>003</b>
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
IFMA MEMBERSHIP		500	International Facility Manager's Association	
	TOTAL REQUEST	500		



Annual Budget -2022

Parks Fund

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Community Center Maint.</b>		NUMBER <b>003</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	86,056	98,000	94,000	UV lights 2X's year maintenance/replacement 6,000
					HVAC air filters 5,500
					Dogport supplies and tags 300
					Indoor pool chemicals 16,000
					Custodial supplies, small tools, paper products 42,500
					Key FOB 5,200
					First aid supplies 3,500
					Gym wipes 13,000
					Tool cart and misc. small tools 2,000
730.25	UNIFORMS	3,951	10,000	9,000	Department/facility staff shirts full and part time 9,000
	TOTALS	90,007	108,000	103,000	



DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Community Center Maint.</b>		NUMBER <b>003</b>
Capital Request					
Capital Item	Number Requested	Replace/ Add	Unit Cost	Total Cost	Description
FITNESS EQUIPMENT (7 PIECES)	1	R	47,737	47,737	Replacing 7 pieces of fitness equipment
TOTAL REQUEST				47,737	

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# Government Center Maintenance

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Parks & Recreation	80	Government Center Maint.	004	Superintendent of Facilities

## Program Activities

### *Government Center Maintenance*

This activity is responsible for maintenance and repair of the Government Center.

### 2022 Programmatic Goals

#### Goals

Complete annual Fire Drill and Tornado drill for the facility.

Complete monthly inspections identifying, documenting and correcting deficiency.

Develop an standard operating procedure for elevator inspections.

Provide on-going training for all part time staff, where emergency shut off locations are for water, etc.

### 2021 Programmatic Goals - Status

#### Goals

#### Status

#### Comments

Input performance standards into Computerized Maintenance Management System (CMMS) for preventative maintenance and life cycle management of all mechanical equipment at the Government Center.

Ongoing

Develop a standard Facility Inspection form to establish guidelines for identifying, documenting and correcting deficiencies found in the building on a monthly basis, including emergency devices (i.e. Exit signs, emergency alarm doors, emergency lights, AEDs, fire extinguishers, etc.).

Goal met

Develop a Standard Operating Procedure for Inspection of Fire extinguishers.

Goal met

Develop a Standard Operating Procedure for Inspection for Fire Alarm Systems.

Goal met

Develop a Standard Operating Procedure for Inspection for Elevators.

In progress

### Performance Measures

	2019	2020	2021	2022
Metrics	Actual	Actual	Estimate	Projected
Maintenance work orders completed	526	321	400	450
Room setups completed	748	220	600	650



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Parks &amp; Recreation</b>	<b>80</b>	<b>Government Center Maint.</b>	<b>004</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	232,699	249,084	259,946
CONTRACTUAL SERVICES	207,269	254,175	258,175
COMMODITIES	55,555	48,200	48,300
CAPITAL	0	138,655	0
TOTAL EXPENDITURES	495,523	690,114	566,421
<b>Personnel Schedule</b>			
Position	2020	2021	2022
MAINTENANCE WORKER	1.00	1.00	1.00
CUSTODIAN	2.00	2.00	2.00
MAINTENANCE AIDE	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	4.00	4.00	4.00



Annual Budget -2022

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Parks &amp; Recreation</b>		<b>80</b>	<b>Government Center Maint.</b>			<b>004</b>
Personnel Services		2020	2021	2022		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
710.00	SALARIES	165,347	178,057	185,410	Regular	150,089
					Part-time	28,184
					Overtime	3,000
					Longevity pay	4,137
711.00	BENEFITS	67,352	71,027	74,536	FICA	14,182
					Workers' compensation	13,122
					Health insurance	26,100
					Life & Disability Insurance	1,500
					Dental insurance	1,080
					Pension	18,552
	TOTALS	232,699	249,084	259,946		



DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Government Center Maint.</b>			NUMBER <b>004</b>
Contractual Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	75,844	93,575	97,575	Pest control	1,000
					Generator service agreement	4,600
					Various building repairs including Dispatch HVAC	20,950
					Fire protection sprinkler maintenance	4,100
					HVAC repairs	10,500
					Fire extinguisher maintenance	2,550
					Smart phones (2)	1,200
					Fountain repairs	2,000
					Elevator maintenance, includes service contract	8,000
					Window cleaning	5,000
					Floor mats and carpet cleaning	2,500
					Building modifications	10,000
					HVAC maintenance contract	10,500
					Boiler repairs and main	6,000
					Contract for fitness equipment	2,175
					Building Life Cycle assessment	6,500
720.30	UTILITIES SERVICES	131,209	160,200	160,200	Water & sewer	20,500
					Electric	108,100
					Gas	31,600
720.51	PROFESSIONAL DEVELOPMENT	41	400	400	See professional development request	400
720.64	M&R MOTOR VEHICLE	175	0	0		
	TOTALS	207,269	254,175	258,175		



DEPARTMENT		NUMBER	PROGRAM	NUMBER
<b>Parks &amp; Recreation</b>		<b>80</b>	<b>Government Center Maint.</b>	<b>004</b>
<b>Professional Development Request</b>				
Organization/Conference	Location	Amount	Detail	
VARIOUS	Local	400	Staff training	
	TOTAL REQUEST	400		



DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Government Center Maint.</b>			NUMBER <b>004</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	54,983	46,200	45,800	Janitorial supplies and small tools	40,450
					HVAC air filters	5,350
730.25	UNIFORMS	572	2,000	2,500	Maintenance uniforms full and part-time staff	2,500
	TOTALS	55,555	48,200	48,300		

# Aquaport

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Parks and Recreation	80	Aquaport	007	Aquatics Supervisor

## Program Activities

### *Aquaport Family Aquatic Center*

This Activity is responsible for the operation of the city's outdoor aquatic facility. The city is taking the operation of aquatic programs, lifeguards operations, after hour rentals, and pool operations/maintenance in house as of 2019. Major renovations completed prior to the operational season in 2021 will offer significant changes in operations and accessibility. Aquaport is open Memorial Day in May through mid-August, with an additional weekends reflecting amended hours from mid-August to Labor Day in September. The additional feature, the FlowRider will provide potential operations prior to the start of the season and potential after Labor Day.

## 2022 Programmatic Goals

### Goals

Develop, implement, and maintain pool operations for new equipment both in filter room and in concessions. Write down protocols in working manual.

Implement new Learn to Surf lesson utilizing the Flow Rider.

Increase program opportunities for River Walking and Little Splashers.

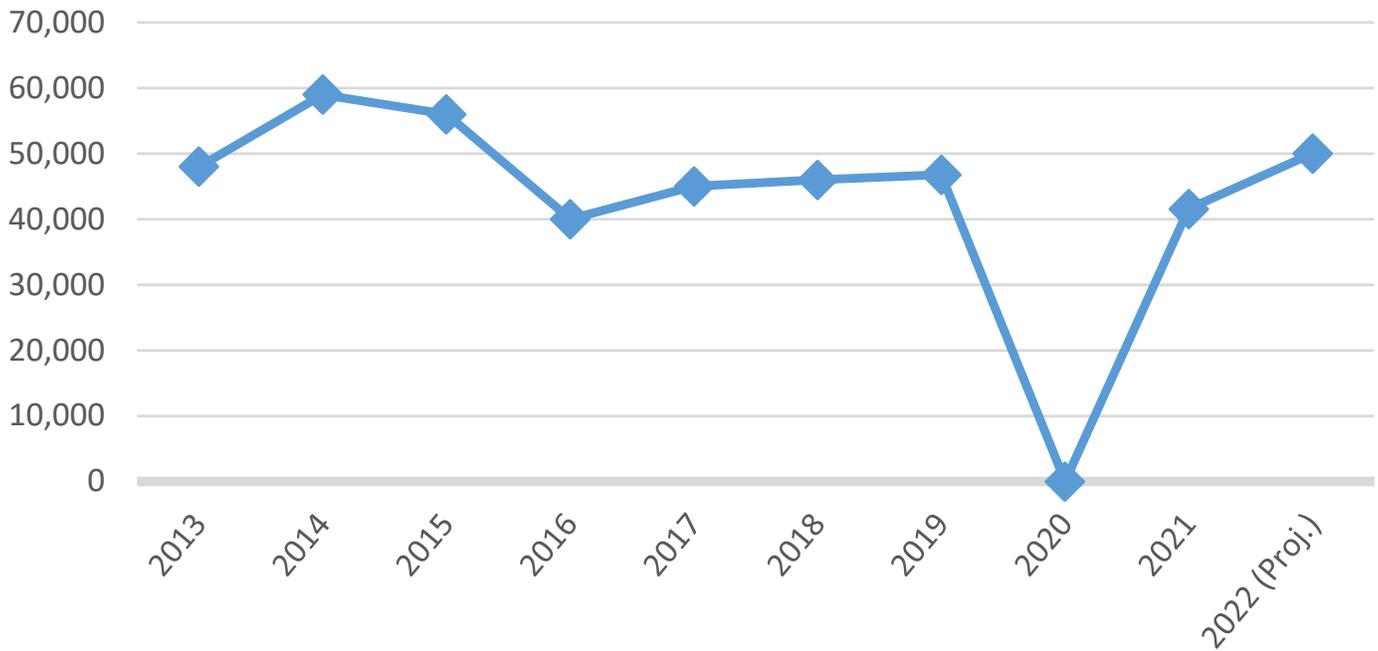
Increase FlowRider rentals by 10% from 2021 season.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Increase Resident use of Aquaport by 15% compared to 2019.	Goal met	Served 6,272 Resident entries in 2019, Served 8,975 Resident entries in 2021, 43% increase.
Implement new Learn to Surf lesson utilizing the Flow Rider.	Not met	COVID-19 and low staffing prevented Aquaport program to operate in 2021.
Increase program opportunities for River Walking and Little Splashers.	Not met	COVID-19 and low staffing prevented Aquaport program to operate in 2021.
Develop, implement, and maintain pool operations for new equipment both in filter room and concessions. Write down protocols in working manual.	Ongoing	Renovations are still working out issues in the pump rooms, contractor still involved to remedy issues.

## Performance Measures

### Total Seasonal Attendance at Aquaport



Metrics	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Total attendance	46,756	0	41,564	50,000
Flow Rider Wristbands Sold*	ND	ND	3,404	5,000
Creve Coeur Usage	358	0	412	400
Bridgeton Usage	263	0	350	300
Groupons redeemed	5,935	0	4,536	No Longer Offer
Special Events	7	0	4	10

*Aquaport remained closed throughout the 2020 season due to remodeling construction.*

*\* New performance measure introduced as the new Flow Rider feature will begin operation in the 2021 season.*



**Annual Budget -2022**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>	NUMBER <b>80</b>	PROGRAM <b>Aquaport</b>	NUMBER <b>007</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	217	344,357	482,003
CONTRACTUAL SERVICES	20,808	149,830	135,030
COMMODITIES	18,680	174,350	135,850
TOTAL EXPENDITURES	39,705	668,537	752,883
<b>Personnel Schedule</b>			
Position	2020	2021	2022
AQUAPORT POOL MANAGER	0.00	0.00	0.30
AQUAPORT ASST. POOL MANAGER	0.00	0.00	0.66
HEAD LIFEGUARD	1.83	1.38	1.49
LIFEGUARD	7.20	6.97	6.81
AQUAPORT GROUNDS CREW	0.32	0.64	0.64
SLIDE ATTENDANT	0.00	2.49	2.61
SWIM LESSON COORDINATOR	0.00	0.00	0.25
AQUAPORT STAFF	3.30	4.60	4.00
LIFEGUARD MANAGER	0.41	0.87	0.00
AQUAPORT MAINTENANCE	0.57	0.00	0.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	13.63	16.95	16.76



**Annual Budget -2022**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Aquaport</b>		NUMBER <b>007</b>
Personnel Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>
<b>Account Number</b>	<b>Account Description</b>				
710.00	SALARIES	202	308,113	419,542	Part-time 419,542
711.00	BENEFITS	15	36,244	62,461	FICA 32,090 Workers' compensation 30,371
	TOTALS	217	344,357	482,003	



**Annual Budget -2022**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Aquaport</b>			NUMBER <b>007</b>
Contractual Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	749	25,000	20,200	Emergency repairs	5,000
					Replace bulbs on stadium lights	2,000
					Towel service	1,300
					Pest Control	300
					Waiver Sign system	650
					UV maintenance	5,600
					Winterization - pools	4,000
					Back Flow prevention cert	250
					First aid supplies	650
					Winterization - ice makers	450
720.26	PRINTING & BINDING	0	2,000	2,000	Aquaport brochures and free passes	2,000
720.30	UTILITIES SERVICES	18,556	106,250	96,250	Electric	39,250
					Water & sewer	57,000
720.34	CREDIT CARD PROCESSING FEES	382	8,000	8,000	Concession stand/admissions	8,000
720.51	PROFESSIONAL DEVELOPMENT	900	3,580	3,580	See professional development request	3,580
720.84	ADVERTISING	221	5,000	5,000	Advertising - hiring, banners, postings	5,000
	<b>TOTALS</b>	<b>20,808</b>	<b>149,830</b>	<b>135,030</b>		



DEPARTMENT <b>Parks &amp; Recreation</b>	NUMBER <b>80</b>	PROGRAM <b>Aquaport</b>	NUMBER <b>007</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
FOOD SAFE TRAINING	Local	580	Concession certification for all managers (3)
LIFEGUARD CERTIFICATION & TRAINING	Local	3,000	
	TOTAL REQUEST	3,580	



Annual Budget -2022

Parks Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Aquaport			NUMBER 007
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.13	MISC. SUPPLIES	0	70,000	75,000	Concession goods	75,000
730.20	OPERATIONAL SUPPLIES	18,680	98,350	51,400	Janitorial supplies	5,000
					Tubes	3,500
					Concession and office supplies	1,000
					Wristbands	2,500
					Signage-per county regs	500
					Funbrella repair parts	1,500
					Concession umbrellas, small tools and equipment	4,000
					Staff chairs and stools, replacement umbrellas for stands etc.	4,000
					Chemicals for aquatic center	22,000
					Vacuum (2nd)	2,800
					Storage shed	3,000
					Digiquatics Scheduling program	1,200
					Air Compressor	400
730.25	UNIFORMS	0	6,000	9,450	Staff & lifeguard shirts	3,200
					Lifeguard suits and gear	6,250
	TOTALS	18,680	174,350	135,850		

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# Parks Maintenance

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Parks & Recreation	80	Parks Maintenance	008	Superintendent of Parks

## Program Activities

### *Parks Maintenance*

This activity provides grounds maintenance and beautification five public parks (Vago, Eise, Quiet Hollow, Parkwood, and McKelvey Woods), Community Center grounds, Government Center grounds, Aquaport; Dogport, trails, walking paths, and other public facilities.

## 2022 Programmatic Goals

### Goals

Continue the removal of honeysuckle within the City parks and facilities in conjunction with Public Works and the AmeriCorps.

Continue weekly safety trainings for staff.

Complete Facility/Park Inspections identifying, documenting and correcting deficiencies found on a monthly basis.

Implement placing work order forms in LaserFische.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Develop a plan for removal of honeysuckle within the City parks and facilities in conjunction with Public Works and the AmeriCorps.	Ongoing	
Complete inventory of memorial plaques and benches for the city parks system and enter into GIS system	Goal met	
Develop on-going safety training schedule for Parks and Facility staff.	Goal met	
Develop a standard Facility/Park Inspection form to establish guidelines for identifying, documenting and correcting deficiencies found in the building on a monthly basis.	Goal met	

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Estimate</b>	<b>2022 Projected</b>
Pavilion reservations	334	59	250	350
Work orders completed	192	113	250	250
Trees planted on city grounds	68	4	50	50
Assist with Special Events			42	60
Parks Inspections			36	50

*The 2020 COVID-19 pandemic significantly altered program and service offerings due to social distancing and gathering size restrictions, thereby impacting performance measures.*



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Parks &amp; Recreation</b>	<b>80</b>	<b>Parks Maintenance</b>	<b>008</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
PERSONNEL SERVICES	518,429	573,171	586,977
CONTRACTUAL SERVICES	136,732	175,175	154,275
COMMODITIES	42,214	76,225	80,225
CAPITAL	25,599	6,000	0
TOTAL EXPENDITURES	722,974	830,571	821,477
<b>Personnel Schedule</b>			
Position	2020	2021	2022
SUPERINTENDENT OF PARKS	1.00	1.00	1.00
CREW LEADER	1.00	1.00	1.00
MAINTENANCE WORKER	4.00	4.00	4.00
MAINTENANCE AIDE (PART-TIME)	2.20	2.20	2.20
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	8.20	8.20	8.20



**Annual Budget -2022**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Parks Maintenance</b>			NUMBER <b>008</b>
Personnel Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
710.00	SALARIES	363,544	408,098	418,563	Regular	354,500
					Part-time	52,624
					Overtime	6,000
					Longevity pay	5,439
711.00	BENEFITS	154,885	165,073	168,414	FICA	32,016
					Workers' compensation	27,418
					Health insurance	60,101
					Life & Disability insurance	3,542
					Dental insurance	2,160
					Pension	43,177
	TOTALS	518,429	573,171	586,977		



**Annual Budget -2022**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Parks Maintenance</b>			NUMBER <b>008</b>
Contractual Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	25,421	64,500	35,500	Alarm system monitoring: maintenance building	600
					Hazard tree removal - increase hazard trees identified by tree inventory	10,000
					Landfill charges	3,100
					Emergency repairs - plumbing, HVAC, electrical, etc.- includes required annual inspections	5,000
					Smart phones (3)	1,800
					Honeysuckle removal & AmeriCorps Contract	15,000
720.18	LEVEE DISTRICT ASSESSMENT	88,936	67,000	67,000	Sportport	67,000
720.28	RENTAL - EQUIPMENT	192	5,000	5,000	Rental of misc. yard equipment - for cleaning up lots and maintenance of trail	5,000
720.30	UTILITIES SERVICES	19,740	36,875	42,875	Water & sewer	32,125
					Gas & electric	10,750
720.51	PROFESSIONAL DEVELOPMENT	2,443	1,800	3,900	See professional development request	3,900
	<b>TOTALS</b>	<b>136,732</b>	<b>175,175</b>	<b>154,275</b>		



DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Parks Maintenance</b>	NUMBER <b>008</b>
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
CERTIFICATIONS	St. Louis, MO	2,000	Renewal of chemicals license	
CPSI (4)		1,000		
MISSOURI TURF & ORNAMENTAL COUNCIL		200	Membership dues	
TRAINING/SKILL DEVELOPMENT	Local	700	Maintenance training program (7)	
	TOTAL REQUEST	3,900		



Annual Budget -2022

Parks Fund

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Parks Maintenance</b>		NUMBER <b>008</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	35,588	63,950	67,950	Janitorial supplies 14,750 Fixtures, flags and misc. repair parts 4,600 Sand, gravel and concrete 8,150 Flowers, shrubs, seed and fertilizer - includes Aquap.,Gov. Center, Com. Center 12,500 Small tools 2,500 Gas powered tools: weed eaters, chainsaws, push mower 4,600 Tables and benches 2,500 Paint, stain, and sealer 2,550 Mulch 3,500 Dogport sand and supplies-ameri core 2,800 New trees 7,000 Water fountain at McKelvey Woods Park 2,500
730.21	MOTOR FUEL & LUBRICANTS	4,770	8,150	8,150	Diesel fuel, gasoline 8,150
730.25	UNIFORMS	1,856	4,125	4,125	Uniforms & clothing for park maintenance 4,125
	TOTALS	42,214	76,225	80,225	

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# Capital Projects

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Parks & Recreation	50	Capital Projects	009	Director of Parks & Recreation

## Program Activities

### *Capital Projects*

Capital projects are major infrastructure and facility construction projects that typically have an estimated cost of more than \$100,000.

Capital Improvement Projects - 2022					
Project No.	Project Name	Estimated project cost	Estimated expenditures through 2021	2022 Budget (proposed)	Future Cost
171	Sustainability Center	2,475,000	850,000	1,625,000	0
<b>TOTAL 2022</b>				<b>\$1,625,000</b>	



DEPARTMENT <b>Park Capital Imp Projects</b>		NUMBER <b>85</b>	PROGRAM <b>Capital Projects</b>	NUMBER <b>001</b>
<b>Capital Improvement Project</b>				
<b>Capital Project Number</b> 171	<b>Name of Project</b> SUSTAINABILITY CENTER PHASE II			
<b>Description</b> Phase II of the Sustainability Center to include construction of the new interpretive center at 2451 Creve Coeur Mill Road, connectivity to Pattonville High School, on-site parking, and a bath house.				
<b>Status of Project</b> The existing site is a vacant parcel.				
<b>Impact on Operating Budget</b> Slight.				
<b>Performance Measures</b> Sustainability education.  Renewable energy education.  Community enhancement.				
<b>Project Budget</b>				
	<b>Estimated Total Project Cost</b>	<b>Estimated Expenditures through 2021</b>	<b>2022 Budget</b>	<b>Future Costs</b>
<b>Engineering</b>	\$0	\$0	\$0	\$0
<b>Right-of-Way/Property Acquisition</b>	0	0	0	0
<b>Construction</b>	2,475,000	850,000	1,625,000	0
<b>Equipment/Other</b>	0	0	0	0
<b>Total Cost</b>	\$2,475,000	\$850,000	\$1,625,000	\$0

# Beautification

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Parks & Recreation	80	Beautification	010	Director of Parks and Recreation

## Program Activities

### *City-wide Beautification*

This program is funded by a business license tax on outdoor advertising structures (billboards). The goal of the program is to improve the appearance of publicly-owned rights-of-way and other public properties within the City.

### *Beautification Programs*

The Beautification Commission promotes awareness of the city’s scenic and natural resources, encourages enhancement of private property and works to improve the city’s visual character within the City.

## 2022 Programmatic Goals

### Goals

Work to select an artist and receive approval from St. Louis County for the mural on the wall on Dorsett Rd. close to Fee Fee Rd.

Continue work with Creative Cities Alliance (CCA) to select two new sculptures each year, as part of the rotation with the program. Four total sculptures are part of this program.

## 2021 Programmatic Goals - Status

Goals	Status	Comments
Safety of volunteers and staff working in this area has brought concern to the Commission and Staff. This project is no longer being considered.	Withdrawn	Safety of volunteers and staff working in this area has brought concern to the Commission and Staff. This project is no longer being considered.
Continue to explore with St. Louis County the desire to paint murals on the retaining walls at Dorsett Rd. and Fee Fee Rd., as well as Dorsett Rd. just west of I270.	Ongoing	The Commission will concentrate on completing mural on the wall closest to Fee Fee for 2022.
Continue work with Creative Cities Alliance (CCA) to select another Sculpture location and piece for 2021 install.	Goal met	



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Parks &amp; Recreation</b>	<b>80</b>	<b>Beautification</b>	<b>010</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
CONTRACTUAL SERVICES	2,000	14,000	16,000
COMMODITIES	1,155	2,100	2,100
TOTAL EXPENDITURES	3,155	16,100	18,100
<b>Personnel Schedule</b>			
Position	2020	2021	2022
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2022**

**Beautification Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Beautification</b>			NUMBER <b>010</b>
Contractual Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	2,000	14,000	16,000	Annual Art (CCA)	4,000
					Art location prep	2,000
					Paint murals on retaining walls, Dorsett locations,work with St. Louis county	10,000
	TOTALS	2,000	14,000	16,000		



**Annual Budget -2022**  
**Beautification Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Beautification</b>			NUMBER <b>010</b>
Commodities		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	1,155	2,100	2,100	Marketing and promotion for murals, yard of the month, artist promotions for Banners	1,500
					Supplies for special meetings and workshops	600
	TOTALS	1,155	2,100	2,100		



# Human Services

# Human Services

## Department Summary

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<u>Program</u>	<u>General Fund</u>	<u>Total</u>
Human Services	225,000	<b>225,000</b>
<b>Total</b>	<b>\$225,000</b>	<b>\$225,000</b>

# Human Services

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Human Services	90	Human Services	003	Superintendent of Recreation

## Program Activities

### *Utility Tax Rebates*

The City refunds payments of utility gross receipts taxes to qualified disabled and/or senior citizens.

<b>2022 Programmatic Goals</b>
<b>Goals</b>
Process 1,100 rebate applications during the first 30 days of the 2022 rebate program.
Provide checks to qualified applicants within 14 days of application, 95% of the time.

<b>2021 Programmatic Goals - Status</b>		
<b>Goals</b>	<b>Status</b>	<b>Comments</b>
Process 1,100 rebate applications during the first 30 days of the 2021 rebate program.	In progress	
Provide checks to qualified applicants within 14 days of application, 95% of the time.	In progress	

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Estimated</b>	<b>2022 Projected</b>
Rebate applications processed	1,345	1,328	1,400	1,400



DEPARTMENT <b>Human Services</b>	NUMBER <b>90</b>	PROGRAM <b>Human Services</b>	NUMBER <b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
CONTRACTUAL SERVICES	182,786	225,000	225,000
TOTAL EXPENDITURES	182,786	225,000	225,000
<b>Personnel Schedule</b>			
Position	2020	2021	2022
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2022**

**General Fund**

DEPARTMENT <b>Human Services</b>		NUMBER <b>90</b>	PROGRAM <b>Human Services</b>			NUMBER <b>003</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.91	UTILITY TAX REBATE PMTS.	182,786	225,000	225,000	Payments to qualified seniors and disabled residents 225,000	
	TOTALS	182,786	225,000	225,000		

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# Debt Service

# Debt Services

Department Summary

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<u>Program</u>	<u>Community Center Debt Service Fund</u>	<u>Westport Plaza TIF</u>	<u>Total</u>
Debt Service	985,000	2,800,000	3,785,000
<b>Total</b>	<b>\$985,000</b>	<b>\$2,800,000</b>	<b>\$3,785,000</b>

# Debt Service

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Debt Service	01	Debt Service	000	Finance Director

## Program Activities

### *Debt Service*

In 2015, the City issued approximately \$15 million in “certificates of participation” to fund about 50% of the construction cost of a new community center. The certificates represent proportionate ownership interests in the right to receive “basic rent” to be paid by the City. The City’s obligation to pay basic rent and other payment obligations under the lease are subject to and dependent upon annual appropriations being made by the City for this purpose.

The certificates will not constitute an indebtedness of the City within the meaning of any constitutional or statutory restriction.

### Community Center Debt Service Schedule

Year	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2022	675,000	300,683	975,683
2023	690,000	286,860	976,860
2024	705,000	271,856	976,856
2025	720,000	255,465	975,465
2026	740,000	237,755	977,755
2027	760,000	218,625	978,625
2028	780,000	198,020	978,020
2029	800,000	175,795	975,795
2030	825,000	151,920	976,920
2031	850,000	126,795	976,795
2032	875,000	100,701	975,701
2033	905,000	73,330	978,330
2034	930,000	44,771	974,771
2035	960,000	15,120	975,120
<b>TOTAL</b>	<b>\$11,215,000</b>	<b>\$2,457,696</b>	<b>\$13,672,696</b>



**Annual Budget -2022**

**Community Center Debt Service Fund**

DEPARTMENT <b>Debt Service</b>	NUMBER <b>01</b>	PROGRAM <b>Debt Service</b>	NUMBER <b>000</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
CONTRACTUAL SERVICES	6,813	5,900	8,000
DEBT SERVICES	977,233	979,100	977,000
TOTAL EXPENDITURES	984,046	985,000	985,000
<b>Personnel Schedule</b>			
Position	2020	2021	2022
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Community Center Debt Service Fund

DEPARTMENT <b>Debt Service</b>		NUMBER <b>01</b>	PROGRAM <b>Debt Service</b>			NUMBER <b>000</b>
<b>Contractual Services</b>		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	4,500		0		
720.86	TRUSTEE FEES	2,313	5,900	8,000	Trustee fees, compliance filings	8,000
	TOTALS	6,813	5,900	8,000		



Community Center Debt Service Fund

PROGRAM Debt Service		NUMBER 01	PROGRAM Debt Service		NUMBER 000
Debt Services		2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)	Detail
Account Number	Account Description				
760.20	DEBT SERVICE PAYMENTS	327,233	314,100	302,000	Interest 302,000
760.40	PRINCIPAL PAYMENT	650,000	665,000	675,000	Principal payment 675,000
	TOTALS	977,233	979,100	977,000	

# Debt Service

Department	No.	Program	No.	Program Manager
Debt Service	01	Debt Service	000	Finance Director

## Program Activities

### *Debt Service*

The Westport Plaza TIF was established in 2015 for the purpose of supporting the redevelopment of Westport Plaza, a 42-acre commercial and office space development, resort and entertainment center. Infrastructure investments afforded by the TIF include repairing the public parking lots and existing garage, constructing an additional garage, repairing pavers and water drainage system, and repairing the water detention/lake feature.

In 2020, the City issued \$20,640,000 in Tax Increment Financing and Special District Revenue Bonds to finance eligible redevelopment costs in the Westport Plaza Redevelopment Area, which refunded notes previously issued.

The financing is not considered general obligation debt. The City's responsibility is limited to incremental revenues generated in the district.



**Annual Budget -2022**

**Westport Plaza TIF**

DEPARTMENT <b>Debt Service</b>	NUMBER <b>01</b>	PROGRAM <b>Debt Service</b>	NUMBER <b>000</b>
<b>Program Budget</b>			
Object of Expenditure	2020 Budget (Actual)	2021 Budget (Amended)	2022 Budget (Proposed)
DEBT SERVICES	2,755,659	2,800,000	2,800,000
TOTAL EXPENDITURES	2,755,659	2,800,000	2,800,000
<b>Personnel Schedule</b>			
Position	2020	2021	2022
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2022**

**Westport Plaza TIF**

PROGRAM <b>Debt Service</b>		NUMBER <b>01</b>	PROGRAM <b>Debt Service</b>		NUMBER <b>000</b>
Debt Services		<b>2020 Budget (Actual)</b>	<b>2021 Budget (Amended)</b>	<b>2022 Budget (Proposed)</b>	<b>Detail</b>
<b>Account Number</b>	<b>Account Description</b>				
760.20	DEBT SERVICE PAYMENTS	1,281,397	800,000	800,000	Interest on TIF bonds 800,000
760.40	PRINCIPAL PAYMENT	1,474,262	2,000,000	2,000,000	TIF Bonds Series 2020 2,000,000
	TOTALS	2,755,659	2,800,000	2,800,000	

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# Appendix

# Position Classification Plan

## Full Time Employees

### Position Classification Key

<i>E- Exempt Employees</i>	<i>PD2 - Police Corporal</i>
<i>NE - Non-Exempt Employees</i>	<i>PD3 - Police Sergeant</i>
<i>PA1 - Police Recruit</i>	<i>T - Temporary/Seasonal</i>
<i>PD1 - Police Officer/Detective</i>	

### Administration & Finance

#### Administrative Support Services

1. Records Clerk – Administration	NE 3
2. Administration. Assist. – Licensing	NE 4
3. Human Resources Generalist	NE 6
4. Marketing Communication Specialist	NE 6
5. Deputy City Clerk/IT Laserfiche	NE 7

#### Financial Support Services

1. Accounting Clerk	NE 6
2. Payroll Specialist/IT Technician**	NE 7
3. Senior Accountant	E 13

#### Technology Support Services

1. Payroll Specialist/IT Technician**	NE 7
2. Data Systems Technician	NE 9
3. IT Coordinator	E 15

#### Management Services

1. Communication Manager	E 11
2. City Clerk	E 14
3. Assistant Director of Finance	E 15
4. Human Resources Manager	E 15
5. IT Manager	E 17
6. Director of Finance	E 19
7. City Administrator	E 21

\*\*Dual Financial and Technology Position

The City's Position Classification Plan and Position Pay Plan will be reviewed in 2022.

### Legal Services

1. Assistant to the Prosecutor	NE 6
2. City Attorney	E
3. Prosecutor	E

### Community Development

#### Administrative Support Services

1. Customer Relations Specialist	NE 3
2. Administrative Assistant	NE 4
3. Management Assistant	NE 5
4. Permits Coordinator	NE 5

#### Inspector Services

1. Code Enforcement Officer	NE 5
2. Building Inspector I	NE 7
3. Building Inspector II	NE 8
4. Plans Examiner	NE 9

#### Planning Services

1. Social Worker	E 10
2. Planner I	E 11
3. Planner II	E 12
4. City Planner	E 13

#### Management Services

1. Deputy Building Commissioner	E 13
2. Building Commissioner	E 14
3. Economic Development Manager	E 15
4. Director Community Development	E 17

### Municipal Court

#### Administrative Support Services

1. Court Assistant	NE 4
2. Court Administrator	E 11

#### Judicial Services

1. Municipal Judge	E
2. Provisional Municipal Judge	E

## Parks and Recreation

<b>Administrative Support Services</b>	Grade
1. Customer Relations Specialist	NE 3
2. Recreation Assistant – Facilities	NE 3
3. Customer Relations Supervisor	NE 5
4. Marketing Communications Specialist	NE 6

## Maintenance Services

1. Custodian	NE 2
2. Maintenance Worker	NE 5
3. Crew Leader	NE 8
4. Superintendent of Facilities	E 12
5. Superintendent of Parks	E 12

## Recreation Services

1. Recreation Assistant	NE 3
2. Recreation Program Specialist	NE 5
3. Aquatics Supervisor	NE 6

## Management Services

1. Superintendent of Recreation Programs	E 12
2. Superintendent of Recreation Facility	E 12
3. Director of Parks and Recreation	E 19

## Public Safety

### Administrative Support Services

1. Secretary - Detective Bureau	NE 3
2. Administrative Assistant	NE 4
3. Crime Analyst	NE 5
4. Executive Assistant	NE 5

### Communications and Records Services

1. Police Records Clerk	NE 3
2. Police Records Supervisor	NE 5
3. Dispatcher	NE 6
4. Communications Supervisor**	NE 8/ PD 1

\*\*Position currently held by police officer and paid as a PD 1. If position is held by civilian employee, paid as an NE 8.

## Law Enforcement Services

	Grade
1. Jailer	NE 2
2. Police Recruit	PA 1
3. Police Officer	PD 1
4. Police Corporal	PD 2
5. Police Sergeant	PD 3

## Management Services

	Grade
1. Police Lieutenant	E 16
2. Police Captain	E 17
3. Deputy Police Chief	E 18
4. Chief of Police	E 20

## Public Works

### Administrative Support Services

1. Administrative Assistant	NE 4
2. Executive Assistant	NE 5

### Maintenance Services

1. Mechanic Helper	NE 2
2. Maintenance Worker	NE 5
3. Mechanic	NE 6
4. Crew Leader	NE 8

### Construction Services

1. Construction Inspector	NE 7
---------------------------	------

### Engineering Services

1. Engineering Technician	NE 7
2. Engineer	E 13

### Management Services

1. Project Manager	E 13
2. Operations Manager	E 14
3. Director of Public Works	E 20

## All Departments - Temporary and Seasonal Employees

	Grade
1. Aquaport Assistant Pool Manager	T
2. Aquaport Concession Attendant	T
3. Aquaport Front Desk Attendant	T
4. Aquaport Grounds Crew	T
5. Aquaport Lead Concession/ Front Desk	T
6. Aquaport Pool Manager	T
7. Aquaport Slide Attendant	T
8. Bailiff	T
9. Building Supervisor	T
10. Bus Driver	T
11. Camp Assistant Director	T
12. Camp Director	T
13. Camp Staff	T
14. Court Aide	T
15. Customer Relations Aide	T
16. Fitness Attendant	T
17. Head Lifeguard	T
18. Inclusion Assistant	T
19. Intern	T
20. Lifeguard	T
21. Maintenance Aide	T
22. Market Manager	T
23. Personal Trainer	T
24. Play Center Attendant	T
25. Preschool Leader	T
26. Private Swim Instructor	T
27. Program Director	T
28. Program Instructor	T
29. Senior Aide	T
30. Special Event Assistant	T
31. Specialty Instructor	T
32. Sports Official	T
33. Swim Instructor	T
34. Swim Lessons Coordinator/Lifeguard Instructor	T

# Position Pay Plan

## Full Time Employees

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
NE 1	Open	31,622	32,433	33,264	34,117	34,993	35,889
NE 2	Custodian; Jailer; Mechanic Helper	36,983	37,932	38,905	39,901	47,899	41,974
NE 3	Recreation Assistant; Customer Relations Specialist; Police Records Clerk/ Administration; Police Records Clerk; Secretary/Detective Bureau	41,161	42,217	43,299	44,409	45,548	46,715
NE 4	Administrative Assistant; Court Assistant	43,286	44,397	45,535	46,702	46,960	49,128
NE 5	Crime Analyst; Code Enforcement Officer; Customer Relations Supervisor; Exec. Assistant; Recreation Program Specialist; Management Assistant; Maintenance Worker; Permits Coordinator; Police Records Supervisor	46,620	47,816	49,042	50,298	51,589	52,911
NE 6	Accounting Clerk; Dispatcher; HR Generalist; Mechanic; Assistant to the Prosecutor; Marketing/ Communications Specialist; Aquatics Supervisor	51,470	52,789	54,144	55,531	56,955	58,415
NE 7	Building Inspector I; Construction Inspector; Deputy City Clerk/IT Laserfiche; Engineering Technician; Payroll/IT Tech	56,469	57,918	59,403	60,926	62,488	64,091
NE 8	Building Inspector II; **Communications Supervisor/Police; Crew Leader	61,644	63,225	64,845	66,509	68,214	69,963
NE 9	Data Systems Tech.; Plans Examiner	66,182	67,879	69,620	71,404	73,236	75,113
PA 1	Police Recruit	43,286	44,397	45,535	46,702	47,899	49,128
PD 1	Police Officer/Detective./Comm. Supervisor	60,000	61,186	63,633	66,178	68,825	71,577
PD 2	Police Corporal	61,893	64,368	66,943	69,620	72,406	75,302
PD 3	Police Sergeant	80,515	83,333	86,302	89,270	92,394	94,242

*\*\*Position currently held by police officer and paid as a PD 1. If position is held by civilian employee, paid as an NE 8.*

Step 7	Step 8	Step 9	Step 10
36,809	37,753	38,721	40,309

43,050	44,155	45,287	47,144
--------	--------	--------	--------

47,913	49,142	50,402	52,470
--------	--------	--------	--------

50,387	55,659	57,086	55,179
--------	--------	--------	--------

54,268	54,568	55,967	59,428
--------	--------	--------	--------

59,914	61,449	63,025	65,610
--------	--------	--------	--------

65,734	67,419	69,148	71,985
--------	--------	--------	--------

71,757	73,596	75,484	78,581
--------	--------	--------	--------

77,040	79,014	81,041	84,365
--------	--------	--------	--------

50,387	51,679	53,005	54,364
--------	--------	--------	--------

74,441	77,420	79,355	81,339
--------	--------	--------	--------

78,314	81,446	83,483	85,569
--------	--------	--------	--------

96,126	98,049	100,010	102,009
--------	--------	---------	---------

*E- Exempt Employees*

*NE - Non-Exempt Employees*

*PA1 - Police Recruit*

*PD1 - Police Officer/ Detective/  
Communications Supervisor*

*PD2 - Police Corporal*

*PD3 - Police Sergeant*

*T - Temporary/ Seasonal*

# Position Pay Plan

## Full Time Employees (continued)

<b>Grade</b>	<b>Position</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
E 10	Social Worker	52,499	59,711	66,922
E 11	Court Administrator; Planner I; Communications Manager	56,049	70,154	84,258
E 12	Planner II; Superintendent of Facilities; Superintendent of Parks; Superintendent of Recre- ation Facilities, Superintendent of Recreation Programs	57,934	75,066	90,156
E 13	City Planner; Deputy Building Commissioner; Project Manager; Engineer; Senior Accountant	64,170	80,319	96,468
E 14	Assistant to City Administrator; Building Commissioner; City Clerk; Operations Manager	68,663	85,941	103,219
E 15	Assistant Director of Finance; Economic Development Manager; IT Coordinator; HR Manager	73,470	91,958	110,446
E 16	Police Lieutenant	78,612	98,395	118,117
E 17	Director of Community Development; IT Manager; Police Captain	84,115	105,282	126,449
E 18	Deputy Police Chief	90,003	112,652	135,301
E 19	Director of Finance; Director of Parks and Recreation	96,303	120,537	144,772
E 20	Chief of Police; Director of Public Works	103,044	128,975	154,904
E 21	City Administrator	130,274	162,318	194,361

# Position Pay Plan

## Appointed & Part-Time Positions

<b>Position</b>	<b>Compensation</b>
Municipal Judge	36,000/annual
Provisional Municipal Judge	500/session
Prosecutor	548/call docket 671/trial docket 148/hour (prep and special appearance)

<b>Position</b>	<b>Minimum Hourly</b>	<b>Maximum Hourly</b>
Part-Time	7.85	75

*The City Administrator is authorized to establish the specific salary for exempt employees which salaries shall not be less than the minimum set forth for their respective grade nor more than the maximum set forth in this Addendum. The salaries for City Administrator and City Clerk shall be set by the Mayor and Council in accordance with the respective ranges for these positions.*

# Background Data

## Demographic Data

### Population

1970:	17,617
1980:	26,413
1990:	25,440
2000:	25,756
2010:	27,472
2020:	28,284

### Number of Households

1970:	6,468
1980:	8,689
1990:	10,667
2000:	11,302
2010:	13,092
2020:	13,425

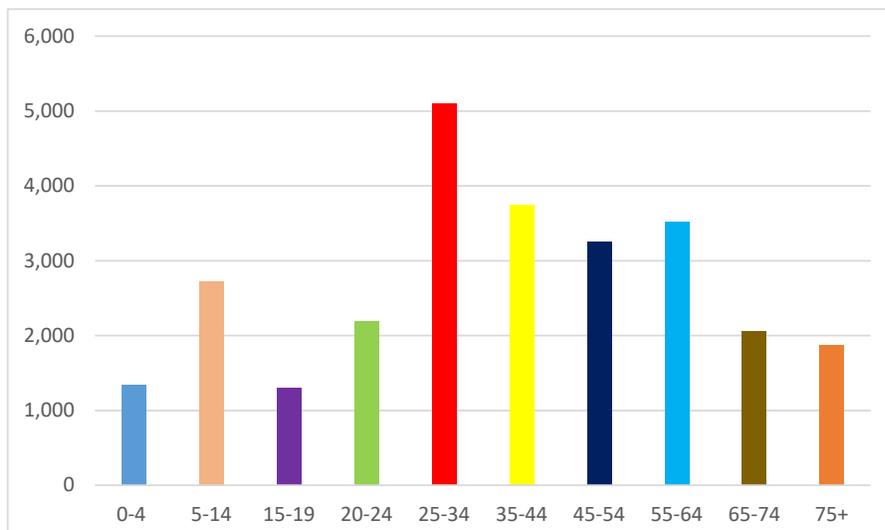
### Age Distribution (2019 estimate)

0-4 years	1,334
5-14	2,727
15-19	1,294
20-24	2,191
25-34	5,102
35-44	3,739
45-54	3,251
55-64	3,517
65-74	2,057
75+	1,868
Total	27,080

## Land Use

City land size:	23.42 square miles
Miles of city-maintained streets:	96.5
Percentage of land use	
Agricultural	20.1%
Recreational/Open Space	20.1%
Residential	18.4%
Commercial/Industrial	18.6%
Vacant Land	13.2%
Transportation and Utilities	7.2%
Institutional	2.4%
Total built commercial space:	21.4 million square feet
Total licensed businesses:	2,035

## Population Distribution by Age



People	Maryland Heights	U.S. (2019 estimate)
Median age	36.9	38.1
Male population	48.4%	49.2%
Female population	51.6%	50.8%

<b>Major Employers</b>	<b>Employed</b>
Edward Jones	1,874
Spectrum Mid West LLC	1,805
World Wide Technology	1,432
Magellan Health Services	1,350
Hollywood Casino	1,256
Siemens Industry Software Inc.	1,127
Essence Healthcare	1,081
United Healthcare of the Midwest	900
Schnucks Markets, Inc.	635
Elsevier, Inc.	510
Watlow Electric Manufacturing	400

**Assessed Valuation  
(in dollars)**

2009 - 1,030,099,917	2016 - 986,639,443
2010 - 1,020,840,625	2017 - 1,073,420,572
2011 - 987,263,031	2018 - 1,054,934,380
2012 - 1,085,013,461	2019 - 1,146,483,170
2013 - 1,027,402,738	2020 - 1,161,666,200
2014 - 1,021,515,809	2021 - 1,197,817,196
2015 - 1,030,260,223	

# Debt Service & Bonds Schedules

## Community Center Debt Service Schedule

As an issuer, the City of Maryland Heights' bond rating through S&P Global is AA-.

In January 2015, the City issued certificates of participation, Series 2015 in the amount of \$15 million maturing in April 2035. The S&P Global's rating for the Community Center bonds is BBB.

<i>Year</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2022	675,000	300,683	975,683
2023	690,000	286,860	976,860
2024	705,000	271,856	976,856
2025	720,000	255,465	975,465
2026	740,000	237,755	977,755
2027	760,000	218,625	978,625
2028	780,000	198,020	978,020
2029	800,000	175,795	975,795
2030	825,000	151,920	976,920
2031	850,000	126,795	976,795
2032	875,000	100,701	975,701
2033	905,000	73,330	978,330
2034	930,000	44,771	974,771
2035	960,000	15,120	975,120
<b>TOTAL</b>	<b>\$11,215,000</b>	<b>\$2,457,696</b>	<b>\$13,672,696</b>

The IDA revenue bonds are unrated.

## Industrial Development Authority Revenue Bonds

<i>Year</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2022	\$ 635,000	2,657,731	3,292,731
2023	710,000	2,627,741	3,337,741
2024	820,000	2,593,616	3,413,616
2025	925,000	2,554,634	3,479,634
2026-2029	4,895,000	9,723,727	14,618,727
2030-2034	7,435,000	10,704,155	18,139,155
2035-2039	9,440,000	8,599,563	18,039,563
2040-2044	12,080,000	5,905,149	17,985,149
2045-2049	17,265,000	2,481,775	19,746,775
<b>Total</b>	<b>\$ 54,205,000</b>	<b>47,848,091</b>	<b>102,053,091</b>

Issued in 2018, Industrial Revenue Bonds financed the construction of the St. Louis Community Ice Center. The Ice Center is accounted for in an Enterprise Fund, not included in the budget document. Pursuant to a financing agreement the governmental funds will, subject to annual appropriation, pay \$175,000 per year and backstop up to \$625,000 per year toward the debt service. These payments are included in the budget as transfers to the Ice Center Fund.

The Westport Plaza TIF bonds are unrated.

## Westport Plaza Tax Increment Financing Bonds

<i>Maturity</i>	<i>Principal</i>	<i>Interest</i>	<i>Fiscal Year 2022 Estimated Payments</i>	
<i>Year</i>	<i>Principal</i>	<i>Rate</i>		
2031	6,580,000	3.625%	Principal	800,000
2038	12,855,000	4.125%	Interest	2,000,000
	<b>\$ 19,435,000</b>		<b>Total</b>	<b>2,800,000</b>

Payments of principal and interest will be equal to available incremental revenues received each year.

# Glossary

## Terms Used in This Budget

**Account Number** - A numerical code identifying revenues and expenditures by fund, department, activity, type, and object.

**Accrual Basis** - The basis of accounting under which revenues are recorded when they are earned (whether or not cash is received) and expenditures are recorded when goods and services are received (whether or not cash is disbursed).

**Activity** - A specific and distinguishable service or effort of a departmental program.

**Advance** - A loan between funds for the purpose of providing budgetary resources on a temporary basis with the expectation of repayment.

**Amortize** - To gradually reduce (or pay) the cost or value of a debt or asset.

**Appropriation** - An authorization granted by the City Council to make expenditures and to incur obligations for purposes specified in the budget.

**Assessed Valuation** - The value set on real estate or other property as a basis for levying a tax.

**Asset** - A resource which has monetary value and is owned or held by the city.

**Audit** - An examination made to determine whether the city's financial statements are presented fairly in accordance with GAAP.

**Balanced Budget** - A financial plan that appropriates funds no more than the total of all resources that are expected to be available for a specific period of time.

**Bond** - A contract to pay a specified sum of money (the principal or face value) at a specified future date or dates (maturity) plus interest paid at an agreed percentage of the principal. Maturity is usually longer than one year.

**Budget** - A comprehensive plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

**Capital** - An expenditure for a good that has an expected life of more than one year and the cost of which is in excess of \$5,000. Capital items include real property, office equipment, furnishings and vehicles.

**Capital Improvement Program (CIP)** - A five-year fiscal and planning device which provides a tool for monitoring all capital project costs, funding sources, impact on future operating costs, and departmental responsibilities. All capital improvements and major capital asset investments that have a total cost of over \$100,000 are included in the plan.

**Carryover** - That part of the fund balance which may be utilized as a source of funds in the current budget. (See "Fund Balance")

**Cash Reserves** - Unreserved, undesignated fund balances representing expendable available financial resources.

**Commodities** - Expendable items that are consumable or have a short life span. Examples include office supplies, gasoline, minor equipment and asphalt.

**Contingency** - An appropriation of funds to cover unforeseen circumstances that occur during the fiscal year such as flood emergencies, extraordinary snowstorms, etc. Also used to meet revenue shortfalls.

**Contractual Services** - An expenditure for services performed by private firms or other governmental agencies. Examples include legal services, utilities and insurance.

**Debt** - An obligation of the city resulting from the borrowing of money, including bonds and notes.

**Deficit** - The amount a specific fund's expenditures (including outgoing operating transfers) exceed revenues in a given year.

**Department** - The primary administrative unit in city operations. Each is directed by a department head. Departments are generally composed of divisions and programs that share a common purpose.

**Designated Fund Balance** - Management's intended use of available expendable financial resources in governmental funds reflecting future plans.

**Detail** - Explanations and/or calculations used to justify the budget request.

**Encumbrance** - Budget authority that is set aside when a purchase order or contract is approved.

**Enterprise Fund** - A propriety fund in which the activities are supported wholly or primarily by charges and fees paid by the users of the services similar to that of a private-sector business.

**Expenditure** - Current operating expenses requiring the present or future use of current assets or the incurrence of debt.

**Full-Time Equivalent (FTE)** - An employee position converted to the decimal equivalent of a full-time position based on 2080 hours per year.

**Fund** - A fiscal accounting entity with a self-balancing set of accounts recording cash and other financial resources that are segregated for the purpose of carrying on specific activities or attaining certain objectives.

**Fund Balance** - The equity of a fund. Oftentimes incorrectly referred to as "surplus." Each fund begins the fiscal year with a positive or negative fund balance.

**GAAP** - Generally Accepted Accounting Principles, uniform minimum standards of state and local governmental accounting and financial reporting set by the Governmental Accounting Standards Board (GASB).

**Geographic Information System (GIS)** - A visualization technology, which provides a way to electronically plot data from a database onto a digital map. A GIS allows users to see a graphical representation of a database query on a map, or overlain on an aerial photo which is easier to interpret than raw data.

**Goal Met** - A goal status indicating a goal stated in the previous year's budget was accomplished as described.

**Governmental Fund** - Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities except those accounted for in proprietary or fiduciary funds.

**Grant** - A payment of money from one governmental unit to another for a specific service or program.

**In Progress** - A goal status indicating a goal stated in the previous year's budget has not yet been completed but is expected to be met by the close of the fiscal year.

**Incremental Revenues** - The increase of revenues from the base year of a specific redevelopment district.

**Line Item** - The uniform identifications of goods or services purchased; sub-unit of objects of expenditure. For example: salaries, postage, equipment rental.

**Not met** - A goal status indicating a goal stated in the previous year's budget has not been completed as described.

**Note** - A written promise to pay a specified amount to a specific person at a specific time, usually less than one year.

**Modified Accrual** - The basis of accounting under which revenues are recorded when they are earned (whether or not cash is received) and expenditures are recorded when goods and services are received (whether or not cash is disbursed).

**Object of Expenditure** - Category of items to be purchased. The unit of budgetary accountability and control (personnel services, contractual services, commodities, and capital).

**Ongoing** - A goal status indicating a goal stated in the previous year's budget requires continued action and has no foreseeable conclusion (i.e. goal of maintaining equivalent of one year's operating expenses in reserve does not receive a "Goal Met" status but rather an "Ongoing" status as it is continued from year to year).

**Operating Transfer** - A transfer of equity between funds as a means of paying for current year services provided by one fund to another. For example, the city's General Fund provides management services for capital improvements to the Stormwater and Capital Improvement Funds. Those funds transfer assets to the General Fund for their share of the cost.

**Personnel Services** - All costs associated with employee compensation. For example: salaries, pension, health insurance.

**Position** - A job title authorized by the city's classification plan and approved for funding by the budget.

**Program** - A budgetary unit that encompasses specific and distinguishable lines or work performed by an organizational unit. For example: Police Administration, Roads and Bridges, Central Services.

**Program Effectiveness Measures** - Qualitative and quantitative measures of work performed; used to determine how effective or efficient a program is in achieving its objectives.

**Revenue** - Sources of income financing the operations of the city. An increase in fund balance caused by an inflow of assets, usually cash.

**Skill based pay** - A remuneration system in which employees are paid wages on the basis of number of job skills they have acquired.

**Surplus** - The amount that a specific fund's revenues (and incoming operating transfers) exceeds expenditures in a given year.

**TIF** - Tax Increment Financing; a statutorily defined program to provide financial incentives to developers of blighted land using the net incremental taxes produced by new development to pay for public improvements in a designated district.

**Transfer** - A movement of monies from one fund, department, activity, or account to another. This includes budgetary funds and/or movement of assets. (See “Operating Transfer” and “Advances”)

**Undesignated Fund Balance** - Available expendable financial resources in a governmental fund that are not the object of tentative management plans (i.e. designations).

**Unencumbered Funds** - That portion of a budgeted fund which is not expended or encumbered.

**User Charge** - The payment of a fee for direct receipt of a public service by the party benefiting from the service.

**Withdrawn** - A goal status which indicates the goal was nullified at some point during the previous budget year.

# Frequently Used Abbreviations & Acronyms

**3CMA**

City-County Communications & Marketing Association

**APA**

American Planning Association

**APCO**

Association of Public Safety Communications Officials

**APWA**

American Public Works Association

**ASLA**

American Society of Landscape Architects

**BLR**

Business and Legal Resources

**BOCA**

Building Officials & Code Association

**CAFR**

Comprehensive Annual Financial Report

**CALEA**

Commission on Accreditation of Law Enforcement Agencies

**CDBG**

Community Development Block Grant

**CIP**

Capital Improvement Plan

**COVID-19**

2019 Novel Corona Virus Disease

**DARE**

Drug & Alcohol Resistance Education

**FBI**

Federal Bureau of Investigation

**FBINA**

Federal Bureau of Investigation National Academy

**FEMA**

Federal Emergency Management Association

**GASB**

Governmental Accounting Standards Board

**GFOA**

Government Finance Officers Association of the U.S. & Canada

**GIS**

Geographic Information System

**IACP**

International Association of Chiefs of Police

**IALEFI**

International Association of Law Enforcement Firearms Instructors

**ICMA**

International City/County Management Association

**ICSC**

International Council of Shopping Centers

**IEDC**

International Economic Development Council

**IFMA**

International Facility Management Association

**IHIA**

International Homicide Investigators Association

**IIMC**

International Institute of Municipal Clerks

**LEIU**

Law Enforcement Intelligence Unit

**LETSAC**

Law Enforcement Traffic Safety Advisory Council

**MABOI**

Missouri Association of Building Officials & Inspectors

**MEDC**

Missouri Economic Development Council

**MEDFA**

Missouri Economic Development Financing Association

**MML**

Missouri Municipal League

**MPCA**

Missouri Police Chiefs Association

**MPRA**

Missouri Parks & Recreation Association

**MSHP**

Missouri State Highway Patrol

**NAEIR**

National Association for the Exchange of Industrial Resources

**NAC**

National Association of Concessionaires

**NAPWDA**

North American Police Work Dog Association

**NENA**

National Emergency Number Association

**NLC**

National League of Cities

**NRPA**

National Recreation & Park Association

**OPEB**

Other Postemployment Benefits

**PAFR**

Popular Annual Financial Report

**PRIMA**

Public Risk Insurance Management Association

**PRSA**

Public Relations Society of America

**REJIS**

Regional Justice Information System

**RSMo**

Revised Statutes of the State of Missouri

**SAFE**

Selected Areas for Enforcement

**SEMA**

State Emergency Management Association

**SLACMA**

St. Louis Area City/County Management Association

**SRO**

School Resource Officer

**TIF**

Tax Increment Financing

**UCPS**

University Center for Public Safety

**UMSL**

University of Missouri — St. Louis

**VLT**

Video Lottery Terminal



# Capital Improvement Program

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# 2022-2026 CAPITAL IMPROVEMENT PLAN ROAD TO THE FUTURE



**DRAFT**



## **City of Maryland Heights CAPITAL IMPROVEMENT PROGRAM 2022- 2026**

### ***INTRODUCTION***

The Capital Improvement Program (CIP) is a plan for the City's capital investments over a five (5) year period. The CIP allows the City to project all capital costs, funding and timing. Each year the CIP is reviewed by the City Council within the context of ongoing City, County and State planning, programs and policies, as well as the City's Comprehensive Plan.

In accordance with state law, the Plan Commission reviews the location, extent and character of all proposed improvements of streets and other public facilities.

Capital investments involve major city assets that normally have long, useful lives. Items included within the CIP are usually found within one of the following six (6) categories:

1. The acquisition of land and/or buildings for a public purpose.
2. The construction of a significant facility, i.e., a building or a road, or the addition to or extension of an existing facility.
3. Rehabilitation or major repair to all or part of a facility, i.e., infrequent repairs that are not considered to be recurring maintenance, provided the total cost is estimated to be not less than \$100,000.
4. Any specific planning, engineering, design work or construction management activity related to the above three (3) categories.
5. The annual street pavement maintenance program, which includes replacement and cracksealing of concrete pavement sections, and resurfacing/microsurfacing of asphalt pavement streets.
6. Any new or replacement capital equipment or software purchase with an estimated cost of not less than \$100,000.

The current CIP includes five (5) years of projected capital expenditures totaling \$19,165,000. Additionally, some projects were started prior to 2022 and/or extend beyond 2026 and would increase the total capital costs to \$32,300,000. The first year of the Program will be incorporated into the capital portion of the FY2022 Budget. The remaining four (4) years will serve as a financial plan for capital investments. The CIP complements the Annual Budget and is updated each budget cycle.

The City is pursuing a program to upgrade all City streets functionally classified as "collector roads". In addition, the City Council has plans to continue to upgrade unimproved residential "local" streets and add sidewalks in residential areas. Storm water improvement projects are recommended by the Storm Water Advisory Commission using their adopted rating system.

### ***ORGANIZATION OF THE CIP***

The CIP's organization permits a comprehensive treatment of all pending capital projects. The major portion of the program contains the individual project descriptions, organized by categories set forth in the Strategic Plan and program areas corresponding to the Annual Budget. Each project sheet contains information regarding the description, existing conditions, funding, benefits and impact on operating costs of each project.



## ***FINANCING THE CIP***

The following funding sources may be used to finance a project in the CIP:

- **Advance from Reserve** - The flow of budgetary funds and the timing of capital project expenditures can cause shortfalls in the funds used for capital projects. The City's Reserve Fund is utilized to advance funds (cash) in order to finance these situations on a short-term basis.
- **Available Funds** - Cash currently available in one of the City's operating funds.
- **Grants** - Funding provided to the City by other governmental entities.
- **Leasehold Revenue Bonds** - To finance certain municipal facilities the Maryland Heights Public Facilities Authority may issue bonds to fund projects and lease the facilities to the City in exchange for annual debt service payments.
- **Miscellaneous Sources** - Funding sources that do not fall within one of the above categories. When a project lists this as a source of funding, a further description of the funding can be found in the narrative section of the project sheet.
- **Private Contributions** - Payments by private property owners or developers for public capital facilities (such as storm water facilities and streets) that support or enhance their property or project.
- **Special Assessment** - Long term borrowing for localized projects repaid through user charges or taxes that are generated within the area of the improvements.
- **Tax Increment Financing** - Funding provided by incremental taxes resulting from new development in a designated Tax Increment Financing (TIF) District.

City policy provides that 30% of gaming taxes are allocated to the Capital Improvement Fund.



**RELATIONSHIP BETWEEN THE OPERATING BUDGET AND CIP**

Whenever the City commits to a capital project, there is an associated long-range impact on operating funds. Most capital projects affect future operating budgets either positively or negatively by influencing maintenance costs or by providing capacity for new services to be offered. Such impacts vary widely from project to project and, as such, are evaluated individually during the process of assessing project feasibility. The amount of impact is categorized as: Positive, Negligible, Slight, Moderate or High.

	<b>Definition</b>
<b>Positive</b>	The project will either generate revenue to offset expenses or will actually reduce overall operating costs.
<b>Negligible</b>	The impact will be very small. It will generate less than \$10,000 per year in increased operating expenditures or savings.
<b>Slight</b>	The impact will be between \$10,000 and \$50,000 per year in increased operating expenditures.
<b>Moderate</b>	The impact will be between \$50,000 and \$100,000 per year in increased operating expenditures.
<b>High</b>	The project will increase operating expenditures by more than \$100,000 annually.

Construction management services are performed by City staff and are budgeted in the General Fund. An operating transfer is budgeted from the funds that contain capital projects to the General Fund. Consequently, the CIP includes the cost of these services.

**INFLATIONARY IMPACT ON ESTIMATES**

An inflation rate of 3% per year is assumed on the estimated cost of all projects included in the CIP. The main funding source, gaming taxes, has no inflationary growth associated with the projected revenues since a significant component is a flat tax on admissions. The casino operator advises the City of likely annual changes in the market and/or market share. A positive balance is shown at the end of 5 years but it should be noted that the amounts shown for each project are estimates based upon the current scope of the project. The scope or limits of a project are modified and refined during design. Therefore, the projected fund balance may be viewed as a reserve or contingency for project modifications.

**NEW DEVELOPMENTS**

Foreseen additions to the City's infrastructure that are a result of planned new private developments are included in the CIP. While these projects will be financed and constructed by private developers, they will add to the City's future maintenance and service responsibility and represent an investment in the City's infrastructure. Standards of governmental accounting require that the City include these assets in the City's financial statement when completed and accepted for maintenance by the City Council.



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**CAPITAL IMPROVEMENT PROGRAM**  
*Summary: All Funds*  
*Estimated Expenditure (000's)*

	Total Cost	Prior To 2021	2022	2023	2024	2025	2026	Beyond 2026
<b>CAPITAL IMPROVEMENT FUND</b>	29,825	875	4,820	4,045	3,095	2,900	1,830	12,260
<b>STREETLIGHTING FUND</b>	50	0	1	4	4	33	8	0
<b>PARKS FUND</b>	2,425	0	525	450	500	450	500	0
<b>TOTAL EXPENDITURES</b>	<b>32,300</b>	<b>875</b>	<b>5,346</b>	<b>4,499</b>	<b>3,599</b>	<b>3,383</b>	<b>2,338</b>	<b>12,260</b>



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## **COLLECTOR STREET PROJECTS**

**The collector street system provides land access and traffic circulation within residential neighborhoods, commercial and industrial areas. Urban collector systems may penetrate neighborhoods, distributing trips from the arterials through the area to the ultimate destination. Collector streets also collect traffic from local streets in residential neighborhoods and channel it into the arterial street system.**



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**CAPITAL IMPROVEMENT PROGRAM (DRAFT)  
CAPITAL IMPROVEMENT FUND  
Estimated Expenditure (000's)**

PROJ. #	PROJECT NAME	2022	2023	2024	2025	2026	Total 2022-2026	Prior to 2022	Beyond 2026	Total Cost
<b>COLLECTOR STREET PROJECTS</b>										
157	Adie Road (Dorsett Road to Lindbergh Blvd)	60	2,000				2,060	432		2,492
149	McKelvey Rd. (Ameling to Railroad Bridge)	100					100	8		108
	Fee Fee Road (Westport Plaza Dr to Schuetz Rd) Pavement Rehabilitation	1000					1,000	149		1,149
<b>LOCAL STREET PROJECTS</b>										
	DeRuntz Ave.			300	250		550		1,800	2,350
141	Sidewalk Construction	370	170	295			835		565	1,400
	Gill/Hedda/Broadview/Daley			400	270		670		3,125	3,795
<b>PRESERVATION/ENHANCEMENT PROJECTS</b>										
004	Pavement Maintenance Concrete Streets, Sidewalks & Asphalt (Repl./CrkSeal)	1,000	1,000	1,000	1,000	1,000	5,000			5,000
126	Public R/W - Property Enhancements (Trees, Entryway and Wayfinding Signage)	50	50	50	50	50	250			250
	Fee Fee Greenway Extension (Aquaport to East of I-270)	200					200		4,000	4,200
<b>ROADWAY SUBTOTAL EXPENDITURES</b>		<b>2,780</b>	<b>3,220</b>	<b>2,045</b>	<b>1,570</b>	<b>1,050</b>	<b>10,665</b>	<b>589</b>	<b>9,490</b>	<b>20,744</b>
<b>FACILITIES/EQUIPMENT</b>										
079	Equipment Replacement	110	180	160	250		700			700
	Government Center Parking Lot Overlay	350					350			350
<b>FACILITIES/EQUIPMENT SUBTOTAL EXPENDITURES</b>		<b>460</b>	<b>180</b>	<b>160</b>	<b>250</b>	<b>0</b>	<b>1,050</b>	<b>0</b>	<b>0</b>	<b>700</b>
<b>STORMWATER PROJECTS</b>										
262	12059 Autumn Lakes Drive	70	115				185			185
244	Brezemont Tributary		100	270			370			370
	Dorsett Creek (upstream of detention pond to Fee Fee Creek confluence)					260	260		835	1,095
	Edgeworth Avenue north terminus			105	40	235	380			380
264	11465 Essex Avenue (north of street, east of property)	130					130			130
255	Fee Fee Creek (Dorsett Road to aban'd trolley bridge)				325		325		1,935	2,260
260	12102 Glenpark Drive (west of street, rear of property)	70					70	42		112
	2860 Hathaway Avenue (south of street, rear of property)			135			135			135
252	11814 Jonesdale Court (east of street, rear of property)	190					190	65		255
	2706 Lakeport Drive (north of street, rear of property)			105			105			105
242	Metro Tributary (w/o Metro Blvd, to w/o Millwell Drive)		160		435		595			595
263	2703 Wagner Place	790					790	150		940
265	2515 Wesglen Estates Drive (west of street, rear of property)	65					65	29		94
240	Project Monitoring/Maintenance of Mitigation Areas per USACE	20	20	20	20	20	100			100
<b>STORMWATER SUBTOTAL EXPENDITURES</b>		<b>1,335</b>	<b>395</b>	<b>635</b>	<b>820</b>	<b>515</b>	<b>3,700</b>	<b>286</b>	<b>2,770</b>	<b>6,756</b>
	Construction Management Services	245	250	255	260	265	1,275			1,275
<b>TOTAL FUND EXPENDITURES</b>		<b>4,820</b>	<b>4,045</b>	<b>3,095</b>	<b>2,900</b>	<b>1,830</b>	<b>16,690</b>	<b>875</b>	<b>12,260</b>	<b>29,825</b>
<b>SOURCES OF FUNDING</b>										
	Allocation from Gaming Revenue	2,700	2,850	2,850	2,850	2,850	14,100			
	Federal STP Grant - Adie Road (Dorsett Road to Lindbergh Blvd.)		820				820			
	Federal STP Grant - Fee Fee Road Rehabilitation	630					630			
	Balance in fund at beginning of year	2,670	1,180	805	560	510				
<b>TOTAL FUNDING SOURCES</b>		<b>6,000</b>	<b>4,850</b>	<b>3,655</b>	<b>3,410</b>	<b>3,360</b>	<b>15,550</b>			
<b>Balance End of Year</b>		<b>1,180</b>	<b>805</b>	<b>560</b>	<b>510</b>	<b>1,530</b>				



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**ROADS and BRIDGES**  
 PROJECT  
**ADIE ROAD**

**(Dorsett Road to Lindbergh Boulevard)**

**Description**

This project involves the reconstruction of Adie Road from Dorsett Road to Lindbergh Boulevard. The new road will consist of new concrete pavement 27 feet in width with curb and gutters and enclosed storm sewers. A sidewalk will be located on the north side of the road. The existing box culvert will be replaced as part of this project. East-West Gateway Council of Governments has approved funds for this project.

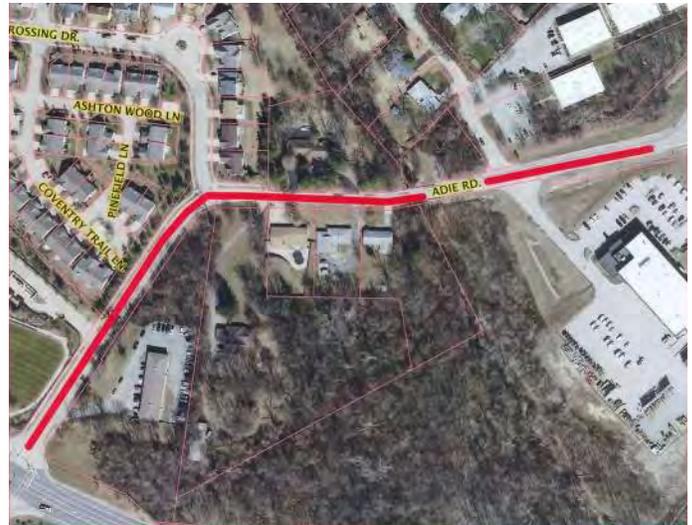
**Existing Condition**

The existing concrete pavement is 26 feet in width with a single span concrete culvert.

**Goals**

- Improve traffic flow and access to Ranken Jordan.
- Upgrade aging asphalt pavement and box culvert.
- Provide for improved safety conditions for both motorists and pedestrians with vertical curbs and sidewalks.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022	2023*	2024	2025	2026	Beyond 2026
\$2,400,000	\$340,000	\$60,000	\$2,000,000				

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund and Federal Surface Transportation Program.



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**ROADS and BRIDGES**  
 PROJECT  
**MCKELVEY ROAD**  
**(Ameling Road to Railroad Bridge)**

**Description**

This St. Louis County Department of Transportation roadway project involves the reconstruction of McKelvey Road from Ameling Road to the railroad bridge. St. Louis County Department of Transportation will manage the engineering, right-of-way and construction phases of this project. The City will provide a funding contribution to this St. Louis County Department of Transportation roadway project.

**Existing Condition**

The existing corridor has both concrete pavement and asphalt pavement which varies in width along with limited sidewalk access for pedestrians.

**Goals**

- Enhance the appearance of this neighborhood and community center with a new roadway, street lights and trees.
- Provide an enclosed storm water drainage system.
- Provide for improved safety conditions for both motorists and pedestrians with curbs and sidewalks.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022*	2023	2024	2025	2026	Beyond 2026
\$108,000	\$8,000	\$100,000					

\*Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund and Federal Surface Transportation Program



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**ROADS and BRIDGES**  
 PROJECT  
**FEE FEE ROAD**  
**(Westport Plaza Drive to Schuetz Road)**  
**Pavement Rehabilitation**

**Description**

The project will consist of removing and replacing concrete slabs and milling and overlaying the asphalt section of Fee Fee Road. Additionally, the concrete pavement along the total corridor will have diamond grinding to correct surface imperfections. The bridge deck will be replaced as part of this project.

**Existing Condition**

Portions of the existing concrete pavement needs to be removed and replaced based on condition rating. In addition the asphalt section needs to be milled and overlaid. The bridge deck needs replacement based on MoDOT's 2018 inspection.

**Goals**

- Improve the ride ability.
- Extend the pavement life.
- Improve bridge inspection rating.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022*	2023	2024	2025	2026	Beyond 2026
\$1,149,000	\$149,000	\$1,000,000					

\*Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund and Federal Surface Transportation Program



## **LOCAL STREET PROJECTS**

**The local street system comprises all facilities not on one of the higher street systems. Its primary purpose is to provide direct access to abutting land and connect to the collector system.**



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**ROADS & BRIDGES**  
 PROJECT  
**DERUNTZ AVENUE**

**Description**

This project will consist of removing the asphalt pavement and replacing with concrete pavement. This project will include new sidewalks on both sides of the existing road. A cul-de-sac will be constructed on the end of the current avenue. Storm drainage improvements will be incorporated as part of the project.

**Existing Condition**

The roadway is an asphalt pavement that is 26 feet wide without sidewalks on either side of the road.

**Goals**

- Enhance the appearance of this residential area with a new roadway.
- Provide for improved safety conditions for both motorists and pedestrians with curbs and sidewalks.
- Provide improved corridor to Edward Avenue.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025	2026	Beyond 2026*
\$2,350,000				\$300,000	\$250,000		\$1,800,000

\*Project Completed

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund

*DEPARTMENT*  
**PUBLIC WORKS**  
*PROGRAM*  
**ROADS & BRIDGES**  
*PROJECT*  
**SIDEWALK CONSTRUCTION**



**Description**  
 This project will provide for completing gaps in neighborhood sidewalks on public streets to increase pedestrian safety and accessibility.

**Existing Condition**

Currently there are many areas where no sidewalks exist or where gaps are present in the existing sidewalk network.

**Goals**

- Create a sense of community.
- Enhance existing property values.
- Improve pedestrian activity and accessibility.
- Enhance City image.

**Impact:** Negligible



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025	2026	Beyond 2026*
\$1,400,000		\$370,000	\$170,000	\$295,000			\$565,000

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**ROADS & BRIDGES**  
 PROJECT  
**GILL/HEDDA/BROADVIEW/DALEY**

**Description**

This project will consist of removing the asphalt pavement and replacing with concrete pavement on the roadway projects. This project will include new sidewalks on both sides of the existing roads. Storm drainage improvements will be included with these projects.

**Existing Condition**

The roadways are asphalt pavement that is 20-22 feet wide without sidewalks on either side of the road.

**Goals**

- Enhance the appearance of this residential area with a new roadways.
- Provide for improved safety conditions for both motorists and pedestrians with curbs and sidewalks.
- Provide improved corridor.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025	2026	Beyond 2026*
\$3,795,000				\$400,000	\$270,000		\$3,125,000

\*Project Completed

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund



**PRESERVATION  
AND  
ENHANCEMENT PROJECTS**



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**ROADS and BRIDGES**  
 PROJECT  
**PAVEMENT MAINTENANCE**  
**CONCRETE STREETS, SIDEWALKS**  
**& ASPHALT STREETS**  
**(Resurfacing/Cracksealing)**

**Description**

The program involves the replacement of deteriorated sections of concrete pavement and cracksealing of concrete pavement. In addition, the program includes annual resurfacing of asphaltic pavement and microsurfacing of asphaltic streets based on pavement condition surveys.

**Existing Condition**

The City has over 120 lane miles of concrete pavement. It is necessary to continue an annual replacement program to maintain a satisfactory condition for these pavements. The City also has approximately 28 miles of asphalt streets with varying conditions. This program will enhance the present condition and longevity of these streets.



**Goals**

- Enhance pavement condition and riding surface.
- Extend the life of asphalt streets.
- Provide a safe environment for motorists using the City's streets.
- Maintain property values.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025	2026	Beyond 2026
\$5,000,000		\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	

\* Projects will continue indefinitely at some level of funding.

**Funding Source: Available Funds**

This project will be funded with revenues from the Capital Improvement Fund.



**Existing Condition**

Currently there are many areas in need of additional street trees and major entryways into the City are not adequately identified.

DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**ROADS & BRIDGES**  
 PROJECT  
**PUBLIC RIGHT-OF-WAY  
 PROPERTY ENHANCEMENTS  
 (Trees, Entryway & Wayfinding  
 Signage)**

**Description**

These projects will implement improvements to the rights-of-way of public streets and public property to enhance their appearance. These projects will include planting of street trees. The City Council has adopted a goal to increase the number of trees planted each year. All residential streets being reconstructed will be enhanced by the installation of decorative crosswalks, new post-top type street lighting, and street trees. Funds are included to continue to install signs at key locations.

**Goals**

- Create a sense of community.
- Enhance existing property values.
- Identify areas where highway noise levels exceed established criteria.
- Improve property values.
- Enhance City image.

**Impact:** Slight



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025	2026	Beyond 2026
\$250,000		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**

PROGRAM

**ROADS & BRIDGES**

PROJECT

**FEE FEE GREENWAY EXTENSION  
(Existing Trail to East of I-270)**

**Description**

This project would entail a preliminary engineering study to establish a location of the trail from the existing Fee Fee Greenway Trail to a new trailhead on the east side of I-270. This project will provide the residents improved pedestrian access to Aquaport and the Community Center.

**Existing Condition**

Presently, a trail access is not available from the west side of the I-270 to the east side of I-270 for residents.

**Goals**

- Provide walking/biking access to both sides of I-270 with a trail system.
- Increase health and wellness among the residents of Maryland Heights.
- Provide a construction cost for this proposed trail.

**Impact:** Negligible



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025	2026	Beyond 2026
\$4,200,000		\$200,000					\$4,000,000

\*Project Completed

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund



## **FACILITIES/EQUIPMENT**



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**ROADS & BRIDGES**  
 PROJECT  
**EQUIPMENT REPLACEMENT**



**Description**

Funding is provided to purchase replacement of tandem and single-axle dump trucks with plows and spreaders, street sweeper and other high value equipment for the Department of Public Works. This equipment is for hauling construction material and roadway deicing operations.

**Existing Condition**

Existing tandem, single-axle dump trucks or other equipment is reaching their projected useful life and will need to be replaced.

**Goals And Impacts**

- Provide upgraded equipment to reduce maintenance costs and provide improved reliability.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025	2026	Beyond 2026
\$870,000		\$110,000	\$180,000	\$160,000	\$250,000	\$170,000	

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvements Fund.



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**ROADS and BRIDGES**  
 PROJECT  
**GOVERNMENT CENTER  
 PARKING LOT OVERLAY**

**Description**

The project will consist milling and overlaying the asphalt of the Government Center parking lot.

**Existing Condition**

The existing asphalt pavement needs to be removed and replaced based on condition rating.

**Goals**

- Improve the ride ability.
- Extend the pavement life.
- Improve Government Center appearance..

**Impact:** Positive.



**Funding Schedule**

Total	Expended To Date	2022*	2023	2024	2025	2026	Beyond 2026
\$350,000		\$350,000					

\*Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvements Fund.



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## **STORM WATER**



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DEPARTMENT  
**PUBLIC WORKS**  
PROGRAM  
**STORM WATER**  
PROJECT

**12059 AUTUMN LAKES DRIVE**



**Existing Condition**

A plan for an initial phase of the Autumn Lakes housing development circa 1980 depicts drainage from the I-270 right-of-way crossing an isolated rear southeast corner of the Autumn Lakes property before entering a box culvert located near Washington Court. It appears the flow path has changed due to an overgrowth of vegetation, sediment and debris buildup, diverting drainage to the north and close to one or more buildings within the Autumn Lakes development. Water has reportedly entered the basement(s) of one of these structures.

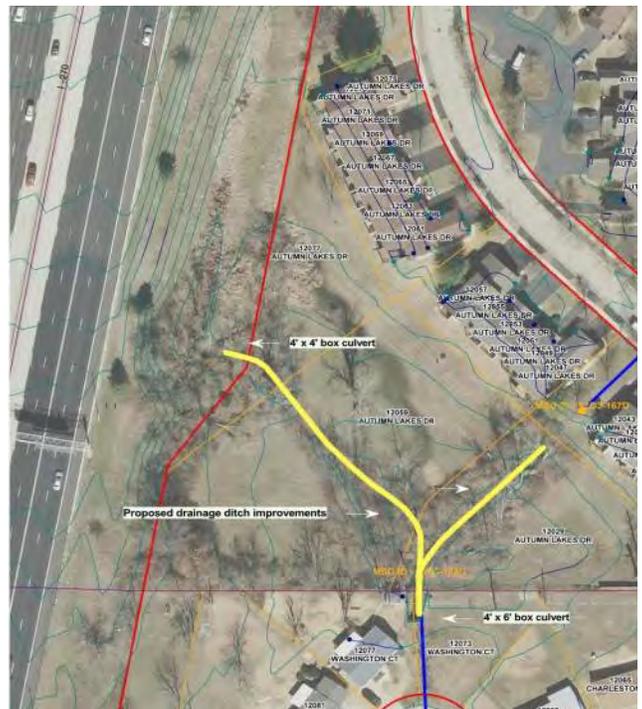
**Goals**

- Eliminate or reduce erosion and yard flooding and associated risks to yards and miscellaneous structures in the impacted areas.
- Maintain/improve property values and enhance the safety and quality of life of the neighborhood residents.
- Reduce annual maintenance costs associated with the investigation and repair of identified storm water problems.

**Impact:** Positive

**Description**

This project restores and/or improves storm water flow between a 4' x 4' box culvert extending under I-270 to the west, discharge from the Autumn Lakes lower dam to the north and a 4' x 6" box culvert located at the rear of Washington Court to the south that receives the drainage. The work includes the removal of vegetation and sediment, the installation of a new culvert(s) at the access point to a rear parcel to replace a culvert that is buried, and placement of heavy stone revetment or other protection measures along the open conveyance to deter and control surface erosion. Biostabilization techniques may be used to restore and enhance the channel corridor.



**Funding Schedule**

Total	Expended To Date	2022	2023*	2024	2025	2026	Beyond 2026
\$185,000		\$70,000	\$115,000				

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**STORM WATER**  
 PROJECT  
**BREEZEMONT TRIBUTARY**

**Description**

This project stabilizes the channel and banks along the reach of Breezemont Tributary, located in Brookside Subdivision common ground between Brookmont Drive on the north and Breezemont Drive/Foxwood Drive on the south, using grade control structures and bio-stabilization techniques. Existing storm sewer infrastructure located within the tributary reach that is failed or in need of attention will be repaired or replaced. Urban forestry practices may be used to restore and enhance the riparian corridor.



**Existing Condition**

This site is located in a residential neighborhood. The lower reach of Breezemont Tributary exhibits vertical bank instability at various locations and there are signs that the channel bed is actively incising. A bridge that provides pedestrian access between the north and south sections of Brookside Subdivision is threatened and there is moderate erosion risk to some fences and retaining walls along the drainage way. The total length of the affected channel is about 2,200 linear feet.

**Goals**

- Install grade control structures to stabilize the channel and prevent further erosion.
- Use urban forestry to protect and enhance existing vegetation along the stream corridor.
- Reduce annual maintenance costs associated with the investigation and repair of identified storm water problems.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022	2023	2024*	2025	2026	Beyond 2026
\$370,000			\$100,000	\$270,000			

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**  
PROGRAM  
**STORM WATER**  
PROJECT

**DORSETT CREEK**  
(upstream of detention pond to  
Fee Fee Creek confluence)

**Description**

This project stabilizes the channel and banks along the reach of Dorsett Creek, extending from a point upstream of a detention pond located near Cedar Lake Drive to the confluence of Fee Fee Creek, using grade control structures and bio-stabilization techniques. Approximately eight grade controls will be required within this reach. A storm sewer system may be installed at strategic points along the stream to control over-the-bank drainage. Urban forestry techniques may be used to restore and enhance the riparian corridor.

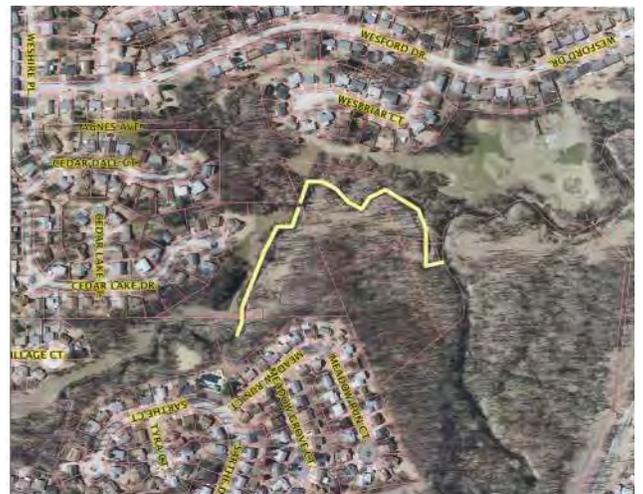
**Existing Condition**

This site is located in a residential neighborhood, north of Ameling Road and west of Bennington Place. Bank erosion and headcutting in Dorsett Creek threatens property adjacent to the corridor and could cause future instability in the upstream channel if left unaddressed. A detention pond located in common ground near Cedar Lake Drive is supported by a bank of the creek that is failing and could breach if exposed to extended or heavy precipitation. The total length of the affected channel is about 1,480 linear feet.

**Goals**

- Install grade control structures to stabilize the channel and prevent further erosion.
- Use urban forestry to protect and enhance existing vegetation along the stream corridor.
- Reduce annual maintenance costs associated with the investigation and repair of identified storm water problems.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025	2026	Beyond 2026*
\$1,095,000						\$260,000	\$835,000

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**  
PROGRAM  
**STORM WATER**  
PROJECT

**EDGEWORTH AVENUE north terminus**

**Description**

This project provides for the construction of a regulation cul-de-sac at the end of Edgeworth Avenue, complete with curbing and a new storm sewer system, to intercept runoff from the street corridor as appropriate. A retaining wall or other suitable means may be required to stabilize the rear slope abutting the cul-de-sac due to the vertical drop in grade.



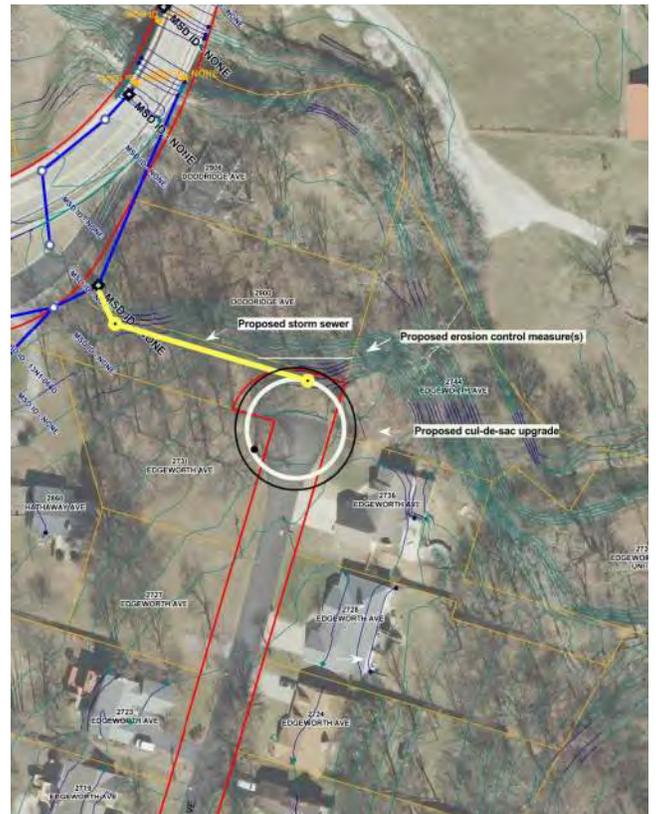
**Existing Condition**

This site is located in a residential area, north of Midland Avenue and east of Eldon Avenue. Bank erosion along the back edge of the north terminus of Edgeworth Avenue is threatening the Edgeworth Avenue turnaround that is deficient in both design and construction. There is no enclosed drainage along this stretch of roadway to intercept and control runoff.

**Goals**

- Construct cul-de-sac to intercept drainage and eliminate or reduce potential for erosion, structure and yard flooding in the impacted area(s).
- Maintain/improve property values of neighborhood residents and enhance the safety and driving experience of the motoring public.
- Reduce annual maintenance costs associated with the investigation and repair of identified storm water problems.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025	2026*	Beyond 2026
\$380,000				\$105,000	\$40,000	\$235,000	

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**  
PROGRAM  
**STORMWATER**  
PROJECT

**11465 ESSEX AVENUE**  
(north of street, east of property)

**Description**

This project provides for the construction of an underground storm sewer to intercept and convey stormwater. The new system would connect to an existing area inlet located in right-of-way of Haas Avenue and adjacent to the front yard at 11465 Essex Avenue. The improvement would consist of approximately 200' of 12" reinforced concrete pipe and appurtenances.



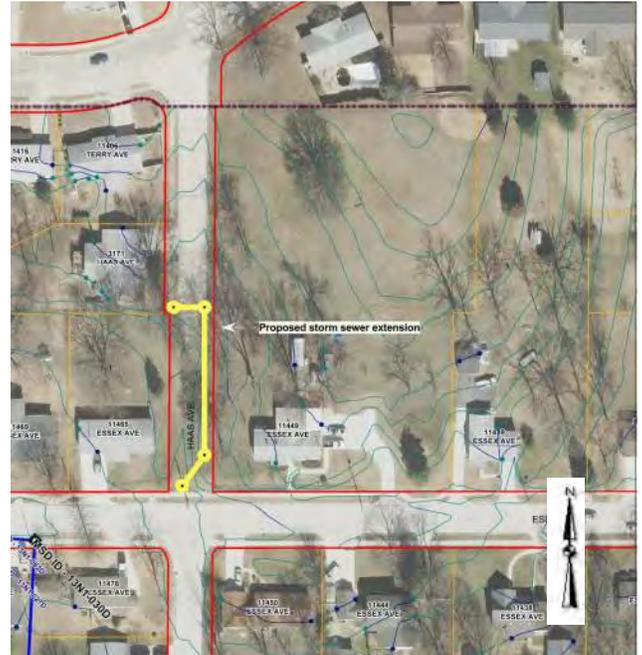
**Existing Condition**

Drainage from Haas Avenue flows along a shallow swale/berm within an unimproved portion of the roadway to an area inlet located just north of Essex Avenue. The under-seepage has infiltrated the side slope of the berm on more than one occasion and flows to a residential structure at 11465 Essex Avenue. The owner reports that water frequently enters the basement through openings in the foundation.

**Goals**

- Eliminate or reduce erosion, structure and yard flooding and associated risks to yards and miscellaneous structures in the impacted areas.
- Maintain/improve property values and enhance the safety and quality of life of the neighborhood residents.
- Reduce annual maintenance costs associated with the investigation and repair of identified stormwater problems.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022*	2023	2024	2025	2026	Beyond 2026
\$130,000		\$130,000					

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**STORM WATER**  
 PROJECT  
**FEE FEE CREEK**  
**(Dorsett Road to**  
**abandoned trolley bridge)**

**Description**

This project stabilizes the channel and banks along the reach of Fee Fee Creek, extending from Dorsett Road north to the abandoned trolley bridge, using grade control structures and bio-stabilization techniques. Approximately thirteen (13) grade controls will be required within the reach. A storm sewer system may be installed at strategic points along the stream to control over-the-bank drainage. Urban forestry techniques may be used to restore and enhance the riparian corridor.

**Existing Condition**

This site extends through several tracts of land in a commercial subdivision, located north of Dorsett Road and east of Metro Boulevard. The abandoned trolley bridge at the extreme lower end of the project is situated near Midland Avenue. Bank erosion and headcutting in Fee Fee Creek threatens property adjacent to the corridor and could cause future instability of the upstream channel if left unaddressed. The total length of the affected channel is about 3,275 linear feet.

**Goals**

- Install grade control structures to stabilize the channel and prevent further erosion.
- Use urban forestry to protect and enhance existing vegetation along the stream corridor.
- Reduce annual maintenance costs associated with the investigation and repair of identified storm water problems.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025	2026	Beyond 2026*
\$2,260,000					\$325,000		\$1,935,000

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**STORM WATER**  
 PROJECT  
**12102 GLENPARK DRIVE**  
 (west of street, rear of property)

**Description**

This project provides for the construction of an underground storm sewer within residential property to intercept and convey storm water. The system would consist of approximately 200' of 12" reinforced concrete pipe and appurtenances. The new system would connect to an existing curb inlet located in front of 12068 Glenpark Drive and extend west and thence north across residential property to a wetland area located along the north edge of 12102 Glenpark Drive.

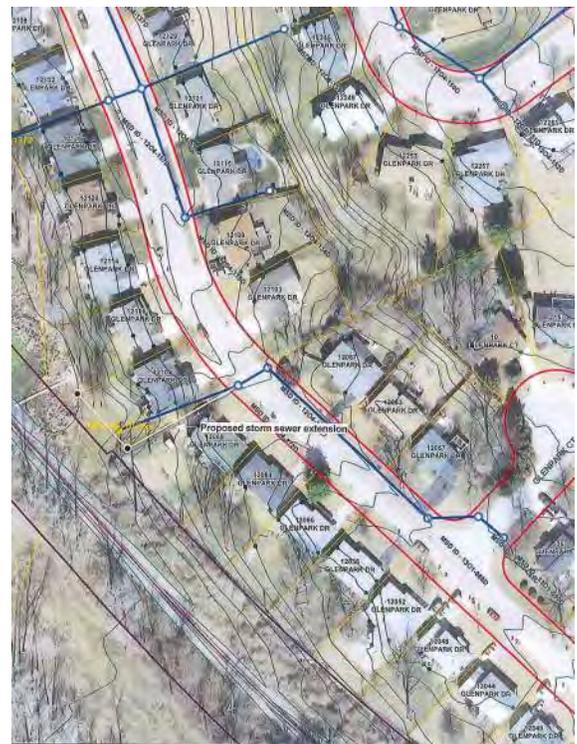
**Existing Condition**

A 12" storm sewer conveys drainage from Glenpark Drive to a discharge point at the top edge of a terrace located in the rear yard at 12068 Glenpark Drive. It appears the yard was filled at some point in the past and the pipe and perhaps a natural discharge point for the outfall were covered over and altered in the process. The sewer outlet has been located and extended to daylight to restore operation. Sediment and debris from the pipe outflow frequently collect in the yard and the property owner(s) must deal with an ongoing maintenance and health/safety concern.

**Goals**

- Eliminate or reduce erosion, structure and yard flooding and associated health risks resulting from location of pipe discharge and effluent in the rear yard.
- Maintain/improve property values and enhance the safety and quality of life of the neighborhood residents.
- Reduce annual maintenance costs associated with the investigation and repair of identified storm water problem.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022*	2023	2024	2025	2026	Beyond 2026
\$112,000	\$42,000	\$70,000					

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**  
PROGRAM  
**STORM WATER**  
PROJECT

**2860 HATHAWAY AVENUE**  
(south of street, rear of property)

**Description**

This project provides for the construction of an underground storm sewer to intercept and convey stormwater from the upper reaches of the drainage area. The improvement would consist of approximately 310' of 12" reinforced concrete pipe or approved alternative and appurtenances. It would connect to an existing storm sewer located at the rear of 2808 Hathaway Avenue.

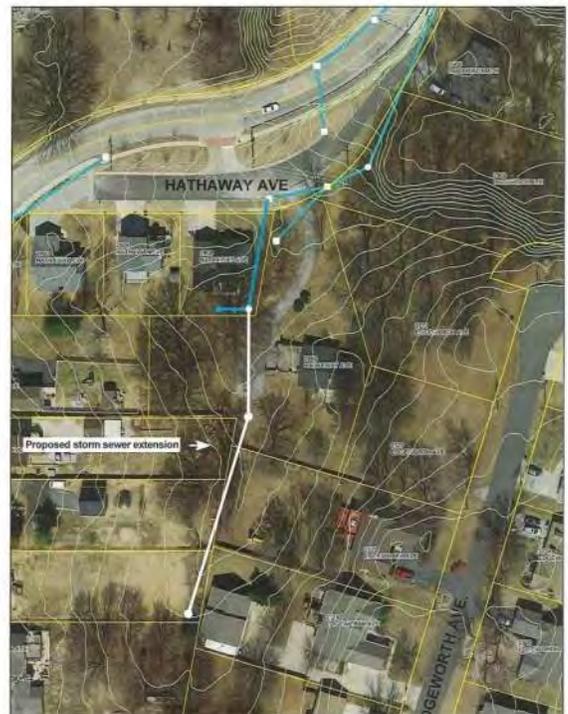
**.Existing Condition**

Stormwater runoff from a large drainage area roughly bounded by Eldon Avenue on the west, Midland Avenue on the south and Edgeworth Avenue on the east is conveyed across the property at 2860 Hathaway Avenue. The volume of runoff is sizeable and has eroded the lawn along a rear fence on the property and the perimeter of an area inlet that receives the flow at 2808 Hathaway Avenue.

**Goals**

- Eliminate or reduce erosion, structure and yard flooding and associated risks to yards and miscellaneous structures in the impacted areas.
- Maintain/improve property values and enhance the safety and quality of life of the neighborhood residents.
- Reduce annual maintenance costs associated with the investigation and repair of identified storm water problems.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022*	2023	2024*	2025	2026	Beyond 2026
\$135,000				\$135,000			

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**  
PROGRAM  
**STORM WATER**  
PROJECT

**11814 JONESDALE COURT**  
**(east of street, rear of property)**

**Description**

This project provides for the construction of an underground storm sewer along the rear of the residential property in the vicinity of 11814 Jonesdale Court to intercept and convey storm water. The new system shall connect to an existing storm sewer extending through the McKelvey Park Subdivision. The improvement consists of approximately 280' of 12" reinforced concrete pipe and 150' of 15" reinforced concrete pipe along with associated appurtenances.

**Existing Condition**

Runoff from a drainage area that extends north to McKelvey Road is conveyed across the rear of lots located at 11802 through 11818 Jonesdale Court. This runoff is frequently excessive and has resulted in flooding of a basement at 11802 Jonesdale Court, an attached garage at 11806 Jonesdale Court, a gazebo and other lawn amenities at 11810 Jonesdale Court and the rear yard adjacent to the home structure at 11814 Jonesdale Court. Ruts have formed in the yard at 11806 Jonesdale Court and sediment has been deposited in the yard at 11810 Jonesdale Court where a chain link fence is partially covered.

**Goals**

- Eliminate or reduce erosion, structure and yard flooding and associated risks to yards and miscellaneous structures in the impacted areas.
- Maintain/improve property values and enhance the safety and quality of life of the neighborhood residents.
- Reduce annual maintenance costs associated with the investigation and repair of identified storm water problem.



**Impact:** Positive

**Funding Schedule**

Total	Expended To Date	2022*	2023	2024	2025	2026	Beyond 2026
\$255,000	\$65,000	\$190,000					

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**  
PROGRAM  
**STORM WATER**  
PROJECT

**2706 LAKEPORT DRIVE**  
(north of street, rear of property)

**Description**

This project provides for the construction of an underground storm sewer to intercept and convey stormwater from the upper reaches of the drainage area. The improvement would consist of approximately 165' of 12" reinforced concrete pipe or approved alternative and appurtenances. It would connect to an existing storm sewer located in front of 2712 Lakeport Drive.

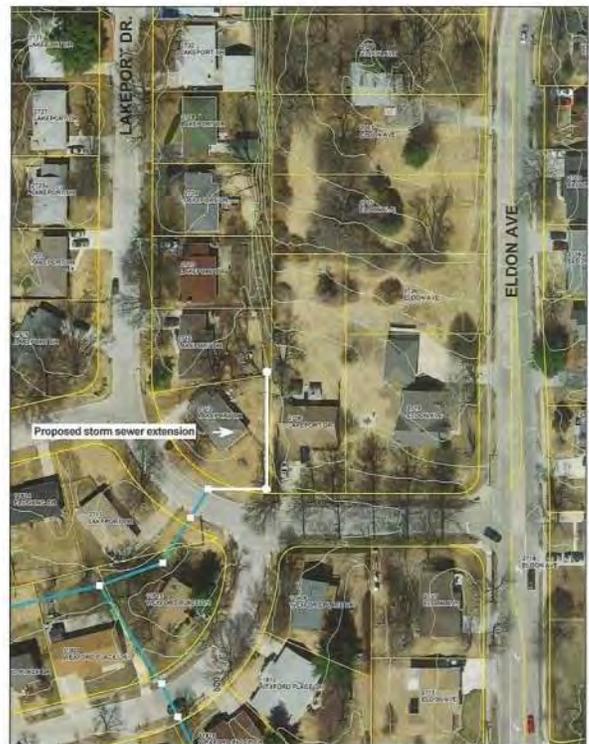
**Existing Condition**

Stormwater runoff from the upper reaches of the drainage area flows south and ponds on a paved patio at 2706 Lakeport Drive and a flat or low-lying area at 2712 Lakeport Drive. There is minor yard rutting evident at the rear southeast corner of the property at 2715 Lakeport Drive. A portion of the surface drainage crosses the public sidewalk and flows onto Lakeport Drive before entering a curb inlet in front of 2712 Lakeport Drives and is considered a nuisance.

**Goals**

- Eliminate or reduce erosion, structure and yard flooding and associated risks to yards and miscellaneous structures in the impacted areas.
- Maintain/improve property values and enhance safety and quality of life of the neighborhood residents.
- Reduce annual maintenance costs associated with the investigation and repair of identified storm water problems.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022	2023	2024*	2025	2026	Beyond 2026
<b>\$105,000</b>				<b>\$105,000</b>			

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**STORM WATER**  
 PROJECT  
**METRO TRIBUTARY**  
 (west of Metro Blvd. to west of Millwell Dr.)

**Description**

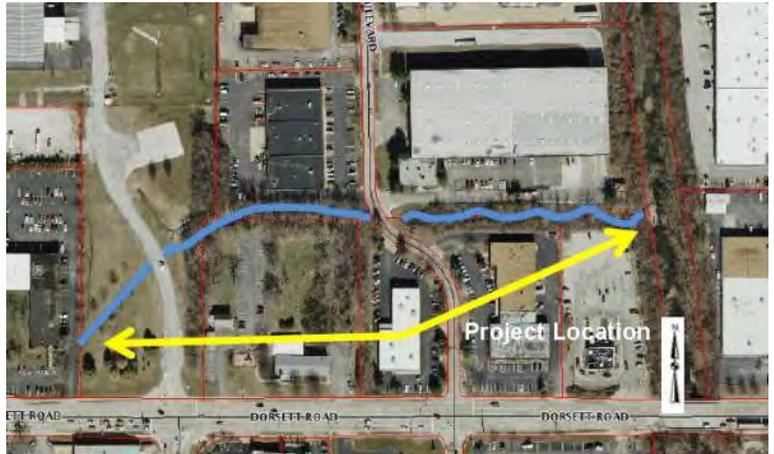
This project stabilizes the channel and banks along the reach of Metro Tributary extending east from the point of origin to the confluence with Fee Fee Creek using grade control structures and bio-stabilization techniques. A storm sewer system may be installed at strategic points along the stream to control over-the-bank drainage. Measures will also be considered to improve water quality, such as the establishment of a mesic prairie where appropriate.

**Existing Condition**

This site is located within a commercial/industrial district north of Dorsett Road and east of Weldon Parkway. Bank erosion and headcutting in the tributary threatens property adjacent to the corridor and could cause future instability of the upstream channel if left unaddressed. Two sanitary sewer lines located downstream of Metro Blvd. are exposed and warrant protection. The total length of the affected channel is about 1,428 linear feet.

**Goals**

- Install grade control structures to stabilize the channel and prevent further erosion.
- Use urban forestry to protect and enhance existing vegetation along the stream corridor and improve water quality.
- Reduce annual maintenance costs associated with the investigation and repair of identified storm water problems.



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025*	2026	Beyond 2026
\$595,000			\$160,000		\$435,000		

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**  
PROGRAM  
**STORM WATER**  
PROJECT  
**2703 WAGNER PLACE**



**Description**

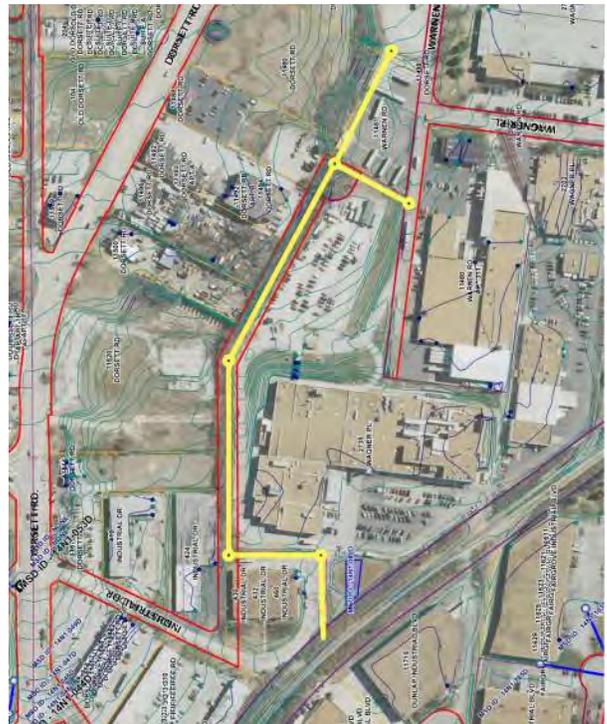
This project provides for the construction of an underground storm sewer system to intercept and convey stormwater. The system would extend along an established street/alley right-of-way that is unimproved and convey drainage to an adequate discharge point. The system would consist of approximately 2,000 linear feet of reinforced concrete pipe or approved alternative and appurtenances.

**Existing Condition**

Stormwater runoff conveyed by a concrete swale located along the west side of Warner Drive enters the Curium Pharmaceutical property at 2703 Wagner Place and frequently overwhelms the internal storm sewer system, allowing water to enter and flood portions of the facility. This location is part of a commercial/industrial park in the High Ridge Heights Subdivision that has many large buildings and sites that are mostly impervious. The drainage area that contributes water flow to the Curium Pharmaceutical property extends north and east to Dorsett Road and perhaps some points beyond.

**Goals**

- Eliminate or reduce erosion, structure and yard flooding and associated risks in the impacted areas.
- Maintain/improve property values and enhance safety, operations and overall productivity of the commercial/industrial users.
- Reduce annual maintenance costs associated with the investigation and repair or identified storm water problems.



**Impact:** Positive

**Funding Schedule**

Total	Expended To Date	2022*	2023	2024	2025	2026	Beyond 2026
<b>\$940,000</b>	<b>\$150,000</b>	<b>\$790,000</b>					

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**  
PROGRAM  
**STORM WATER**  
PROJECT

**2515 WESGLEN ESTATES VENUE**  
(west of street, rear of property)



**Description**

This project provides for the construction of an underground storm sewer to intercept and convey stormwater. The new system would connect to an existing area inlet location in the rear of 12111 Westrick Drive. The improvement would consist of approximately 90' of 12" reinforced concrete pipe and appurtenances.

**Existing Condition**

Stormwater runoff emanating from eight (8) residential lots located north and east of this location flows to the rear of the property where it is impeded by physical barriers and the yard grade. The runoff is frequently excessive and has entered a rear basement window of the home on several occasions. There is minor yard erosion evident in some areas of the rear and side yard.

**Goals**

- Eliminate or reduce erosion, structure and yard flooding and associated risks to yards and miscellaneous structures in the impacted areas.
- Maintain/improve property values and enhance safety and quality of life of the neighborhood residents.
- Reduce annual maintenance costs associated with the investigation and repair or identified storm water problems.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2022*	2023	2024	2025	2026	Beyond 2026
\$94,000	\$29,000	\$65,000					

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



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## **STREET LIGHTING**



<b>CAPITAL IMPROVEMENT PROGRAM STREETLIGHTING FUND Estimated Expenditures (000s)</b>						
	2022	2023	2024	2025	2026	Total 2022-2026
<b>PROJECTS</b>						
Autumn Lake Drive, 12140					7	7
De Runtz Avenue Road Improvements Project				13		13
Gill/Hedda/Broadview/Daley Road Improvement Project				19		19
Local Streets	1	1	1	1	1	5
Sidewalk Projects - Future Locations TBD		3	3			6
<b>TOTAL STREETLIGHTING EXPENDITURES</b>	<b>1</b>	<b>4</b>	<b>4</b>	<b>33</b>	<b>8</b>	<b>50</b>

<b>SOURCES OF FUNDING</b>					
Allocation from 1/2 percent Utility Tax	0	0	0	0	0
Balance in fund at beginning of year	1,000	999	995	991	958
Transfer to Capital Improvement Fund					
<b>TOTAL STREETLIGHTING FUNDING SOURCES</b>	<b>1,000</b>	<b>999</b>	<b>995</b>	<b>991</b>	<b>958</b>
<b>Balance End of Year</b>	<b>999</b>	<b>995</b>	<b>991</b>	<b>958</b>	<b>950</b>



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**STREETLIGHTING**  
 PROJECT  
**STREET LIGHTING PROJECTS**

**Description**

Funds from the Street Lighting Fund will be used to install new street lighting or upgrade existing lighting on City, County or State roadway facilities that are reconstructed. Projects will be selected annually by the Council.

**Existing Condition**

Street lighting along these roadways does not exist or needs to be upgraded to be in conformity with new roadway construction projects.

**Goals**

- Improve nighttime visibility.
- Provide a safe environment for motorists and pedestrians.
- Improve image of City.

**Impact:** Negligible



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025	2026	Beyond 2026
\$50,000		\$1,000	\$4,000	\$4,000	\$33,000	\$8,000	

See prior page for five year expenditures.



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## **PARKS FUND**



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**CAPITAL IMPROVEMENT PROGRAM  
PARKS**

Estimated Expenditures (000s)

PROJ. #	PROJECT	2022	2023	2024	2025	2026	Total 2022-2026	Prior to 2022	Beyond 2026	Total Cost
	Sustainability Center	525					525	0	0	525
	Vano Park Small Playground and Surface		450				450	0	0	450
	Parkwood Park Fitness Equipment			250			250	0		250
	Pavillion at McKelvey Trail Entrance			250			250	0	0	250
	Eise Park Playground and Surface				450		450	0	0	450
	Vago Park Large Playground					500	500	0	0	500
	<b>TOTAL PARKS EXPENDITURES</b>	<b>525</b>	<b>450</b>	<b>500</b>	<b>450</b>	<b>500</b>	<b>2,425</b>	<b>0</b>	<b>0</b>	<b>2,425</b>

SOURCES OF FUNDING	2022	2023	2024	2025	2026	Total
Transfer from Capital Improvement Fund						
Transfers from Reserve Fund						
Municipal Parks Grant	525	450	500	450	500	2,425
Park Fund Balance for Capital	0	0	0	0	0	0
<b>TOTAL PARKS FUND SOURCES</b>	<b>525</b>	<b>450</b>	<b>500</b>	<b>450</b>	<b>500</b>	<b>2,425</b>

<b>Balance End of Year</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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DEPARTMENT  
**PARKS AND RECREATION**  
 PROGRAM  
**FACILITIES DEVELOPMENT**  
 PROJECT  
**SUSTAINABILITY CENTER**



**Description**

The project involves the construction of three green houses and a new interpretive center at 2451 Creve Coeur Mill Road.

**Existing Condition**

The existing site is a vacant parcel.

**Goals**

- Sustainability Education.
- Renewable Energy Education.
- Community Enhancement.

**Impact:** Slight



**Funding Schedule**

Total	Expended To Date	2022*	2023	2024	2025	2026	Beyond 2026
\$525,000		\$525,000					

\*Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvements Fund.



**Existing Condition**

The playground equipment at Vago Park is dated and has safety issues. Parts are difficult to find due to it's age. This was identified in the 2019 Master Plan as needing replacement.

**Goals**

- Increase safety for children using the playground equipment.

**Impact:** Positive

*DEPARTMENT*  
**PARKS AND RECREATION**  
*PROGRAM*  
**FACILITIES DEVELOPMENT**  
*PROJECT*  
**VAGO PARK SMALL  
 PLAYGROUND AND SURFACE**

**Description**

Replace the dated and worn playground equipment at Vago Park near the splash pad.



**Funding Schedule**

Total	Expended * To Date	2022	2023*	2024	2025	2026	Beyond 2026
\$450,000			\$450,000				

\*Project Complete

**Funding Source: Available Funds**

This project would be funded from the Parks and Recreation Fund. A municipal parks grant will be submitted.



**Existing Condition**

The fitness equipment in Parkwood Park is 17 years old and wearing out. This was identified in the 2019 Master Plan as needing replacement.

**Goals**

- Provide modern/updated fitness station in Parkwood Park.

**Impact:** Positive

*DEPARTMENT*  
**PARKS AND RECREATION**  
*PROGRAM*  
**FACILITIES DEVELOPMENT**  
*PROJECT*  
**PARKWOOD PARK**  
**FITNESS EQUIPMENT**

**Description**

Replace the dated fitness equipment in Parkwood Park.



**Funding Schedule**

Total	Expended To Date	2022	2023	2024*	2025	2026	Beyond 2026
\$250,000				\$250,000			

\*Project Complete

**Funding Source: Available Funds**

This project would be funded from the Parks and Recreation Fund. A municipal parks grant will be submitted.



**Existing Condition**

McKelvey Trail phase one was completed in 2017 and does not have a covered pavilion for residents to rent or use.

**Goals**

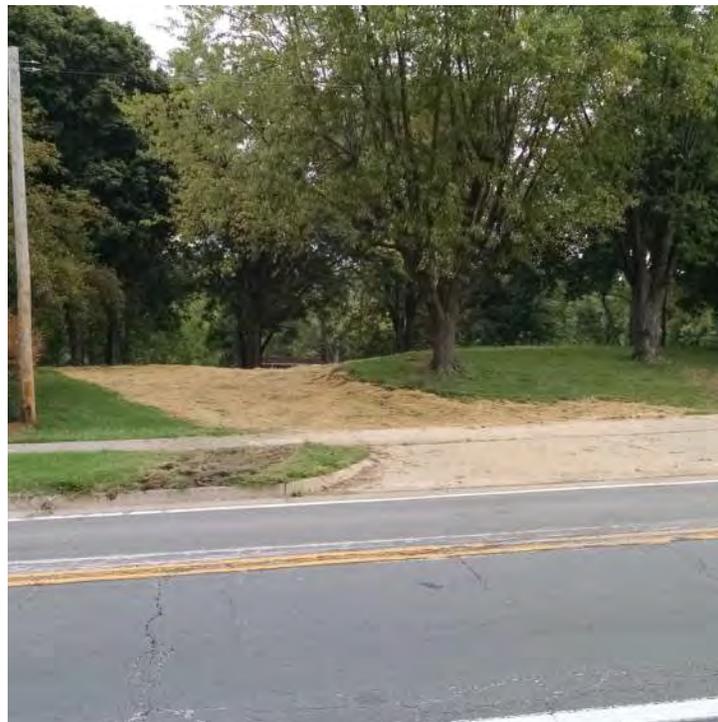
- Add amenity to the west side of 270 increasing outdoor recreation.
- Increase open space park usage.
- Provide trail users the opportunity to remain in the area longer by creating outdoor space that is covered.

**Impact:** Positive

*DEPARTMENT*  
**PARKS AND RECREATION**  
*PROGRAM*  
**FACILITIES DEVELOPMENT**  
*PROJECT*  
**PAVILION AT  
MCKELVEY TRAIL ENTRANCE**

**Description**

Utilize the property (near the McKelvey Trail entrance off of McKelvey Road) to create an opportunity for trail users, neighborhood residents and possible rentals on the northwest side of the City. The addition of a pavilion will allow the Parks and Recreation Department to provide additional outdoor recreational experiences for all ages.



**Funding Schedule**

Total	Expended To Date	2022	2023	2024*	2025	2026	Beyond 2026
\$250,000				\$250,000			

\*Project Complete

**Funding Source: Available Funds**

This project would be funded from the Parks and Recreation Fund. A municipal parks grant will be submitted.



**Existing Condition**

The playground equipment at Eise Park is dated and has safety issues. Parts are difficult to find due to its age. This was identified in the 2019 Master plan as needing replacement.

**Goals**

- Increase safety for children using the playground equipment.

**Impact:** Positive

*DEPARTMENT*  
**PARKS AND RECREATION**  
*PROGRAM*  
**FACILITIES DEVELOPMENT**  
*PROJECT*  
**EISE PARK PLAYGROUND  
AND SURFACE**

**Description**

Replace the dated and worn playground equipment at Eise Park and install a new play surface.



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025*	2026	Beyond 2026
\$450,000					\$450,000		

\*Project Complete

**Funding Source: Available Funds**

This project would be funded from the Parks and Recreation Fund. A municipal parks grant will be submitted.



**Existing Condition**

The large playground equipment at Vago Park is dated and has safety issues. Parts are difficult to find due to its age. The fitness equipment in Parkwood Park is 17 years old and wearing out. Both items were identified in the 2019 Master Plan as needing replacement.

**Goals**

- Increase safety for children using the playground equipment.

**Impact:** Positive

*DEPARTMENT*  
**PARKS AND RECREATION**  
*PROGRAM*  
**FACILITIES DEVELOPMENT**  
*PROJECT*  
**VAGO PARK LARGE PLAYGROUND**

**Description**

Replace the dated fitness equipment in Parkwood Park.



**Funding Schedule**

Total	Expended To Date	2022	2023	2024	2025	2026*	Beyond 2026
\$500,000						\$500,000	

\*Project Complete

**Funding Source: Available Funds**

This project would be funded from the Parks and Recreation Fund. A municipal parks grant will be submitted.