

2023 BUDGET



City Of
Maryland
Heights



2023 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, 2023. 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 Fund.

Revenues and Expenditures

Total 2023 budgeted revenues for all governmental funds is \$39.9 million, an increase of \$1.5 million (4%) from the estimate for 2022. \$1.2 million (79%) of the increase relates an anticipated increase in sales and gaming tax revenue. The budget plan includes use of \$2.2 million of federal assistance related to the American Rescue Plan Act. Please see the introductory section, “American Rescue Plan” for additional details.

Much of the City’s tax revenues depend on activity in office buildings, hotels, restaurants, youth and adult sports, concert venues and the casino. After a couple of difficult years due to circumstances surrounding the COVID-19 Pandemic, the local economy rebounded in late 2021 and through 2022 and revenues by the end of Fiscal Year 2022 were expected to be close to pre-pandemic levels. The 2023 revenue anticipates a nearly full recovery in revenue collections. The City has purposely accumulated a healthy fund balance through intentional savings 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 approximately \$200,000 to \$9.28 million in 2023 compared to 2022 year end estimates of \$9 million. This projection is 93% of levels seen pre-COVID-19. Utility taxes and sales taxes are projected at 99% of the 2019 actual received as the economy continues to recover. Recreation user fees are budgeted at \$2 million in 2023, up from the \$1.7 million projected in 2022. The demand for recreation programs attendance at Aquaport, and the

community center are expected to generate additional revenue as activity continues to increase from low levels in 2020 and 2021 due to the Pandemic.

Intergovernmental revenues will be up significantly due to several grants that serve as one-time revenue sources. The intergovernmental revenue includes a federal grant of \$630 thousand to offset construction costs related to rehabilitation of Fee Fee Road and \$820 thousand to offset construction costs related to the rehabilitation of Adie Road.

Total expenditures, all funds, in 2023 will be approximately \$45 million, an increase of \$5.9 million from the estimated \$39 million in 2022. \$3.5 million of the increase relates to expenditures for Capital Projects. The remaining 1.8 million will be offset by the ARPA Funds and transferred to the General Fund for residential trash hauling expenses.

General Fund expenditures are up \$2.4 million (10%) in 2023. \$1.6 million of the increase relates to higher personnel costs. The 2023 Budget was prepared with a 5% market adjustment for all full-time employees. Other operational increases are anticipated as certain expenditures such as travel for professional training were limited in 2021 and 2022 as a reaction to the economic impacts of COVID-19.

Capital Improvement Fund expenditures are expected to increase \$3 million (38%) related to various road, equipment, and stormwater projects that were delayed or slow to start due to the effects of the Pandemic. Park Fund expenditures are projected to be \$780 thousand, 16% higher in 2023 than 2022. Expenditures will rise \$4.9 million from 2022 to \$5.7 million in 2023. The majority of the increase in the Park Fund relates to higher operational costs due to the expected higher demand for recreation and facility use in 2023 and an increase in personnel costs due to the 5% market adjustment.

At the end of 2023, the City's Reserve Fund will be approximately \$29 million, equal to 110% of 2023 General Fund expenditures; the City's goal is to maintain a level of 75%. The Capital Improvement Fund will decrease \$3.5 million as planned project expenditures are expected to exceed gaming tax and grant funding. All budgetary funds will total \$35.5 million at the end of the year of which \$3 million is restricted to tax increment financing activities.

2023 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, they are still behind levels seen previous to the Pandemic (COVID-19). 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 has provided the City staff time to monitor and forecast not only the 2023 budget, but future revenue flow.

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 2023 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.

2023 Budget Summary

At the end of 2023, fund balances will amount to \$35.5 million of which approximately \$29 million is in reserve. The following table provides a summary of all funds budgeted for in 2023.

CITY OF MARYLAND HEIGHTS
 Summary of budget-by fund
 Year ended, December 31, 2023

Fund	Revenues	Expenditures	Transfers/Advances	Change in fund	Begin balance	End balance
General	24,384,572	26,254,471	2,318,549	-	-	-
Streetlight	495,000	492,200	-	2,800	1,177,485	1,180,285
Tourism	320,000	300,000	-	20,000	1,003	21,003
Capital Improvement	4,231,000	7,796,426	-	(3,565,426)	1,038,507	(2,526,919)
Police Forfeiture	100,000	114,200	-	(14,200)	100,946	86,746
Parks	7,037,000	5,768,998	(1,260,000)	8,002	3,662,259	3,670,261
Reserve	-	-	(520,350)	(520,350)	29,180,864	28,660,514
American Rescue Plan	-	-	(2,218,549)	(2,218,549)	2,218,549	-
Sewer Lateral	375,000	266,133	-	108,867	1,136,974	1,245,841
Police Training	7,000	5,800	-	1,200	1,899	3,099
Beautification	16,000	15,000	-	1,000	62,911	63,911
Community Center DSF	-	979,160	985,000	5,840	29,769	35,609
Westport Plaza TIF	2,680,000	2,600,000	-	80,000	2,360,426	2,440,426
Dorsett TIF	332,000	150,000	-	182,000	474,989	656,989
	39,977,572	44,742,388	(695,350)	(5,908,816)	41,446,581	35,537,765

Among the highlights for 2023:

- The Sustainability / Interpretive Center will provide a 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.
- Capital Improvement Program (CIP) projects including local and collector street improvements to Fee Fee and Adie Roads. Additional Capital Improvements planned for 2023 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:

- State legislation that affects existing gaming tax revenue and future approval of video lottery terminals (VLT's), sports betting and on-line wagering.
- Local and state gaming market and long-term impact on gaming tax revenue.
- Personnel costs and staffing challenges in a competitive labor market.
- Long-term commitment to providing a backstop to the debt of the Centene Community Ice Center.
- 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.
- Legislation and local agency approvals on development activity within the Maryland Park Lake District.
- 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.

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 Summary 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. These sections contain the ten departmental expenditure budgets organized into 41 programs and 19 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 2023-2027, the proposed Classification Plan and Pay Plan and background information about our city.

Economic Outlook

As a city with a diverse economy, we have remained well balanced even with the negative impacts of COVID-19 and staff remain optimistic in the economic forecast for our community. Current unemployment rates within the City of Maryland Heights stand at 2.2% which is lower than the National and State rates at 3.7% and 2.4% respectively, and slightly above the St. Louis County rate of 1.8%. 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 continues to diminishes.

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 continue to grow over the next year to pre-COVID levels.

The reliance of long-term funding sources needs to be monitored closely as those funding sources are not as reliable as they once were. The economic conditions continue to affect the City on both a short-term and long-term basis. Furthermore, the costs of doing business continues to increase. Economic and market conditions need ongoing monitoring relative to all city expenditures, specifically personnel cost in future years.

2022 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 have

experienced far fewer guests than in years prior to COVID-19. 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.

Maryland Heights made Fortune's "Top 25 Best Places to Live for Families List". Fortune recently evaluated nearly 2,000 cities and towns that had between 25,000 and 750,000 residents across all fifty states. Maryland Heights is happy to announce our placement at #19 on their "Top 25 Best Places to Live for Families" list!

The goal for Fortune Magazine was to seek out places that offered high-quality amenities with communities that provided a "hometown feel." They sourced data from several locations, including: the Centers for Disease Control and Prevention, the Centers for Medicare and Medicaid Services, the Environmental Protection Agency, the Federal Bureau of Investigation, the Federal Emergency Management Agency, the National Center for Education Statistics, the National Center for Health Statistics, the U.S. Department of Agriculture, the U.S. Bureau of Labor Statistics, the U.S. Census Bureau, and the U.S. Department of Education and many other private-sector data partners.

The ranking is focused on families, specifically those of the "sandwich generation" (Americans who have the responsibility of raising children while caring for aging parents). Fortune put emphasis on factors such as the quality of the local school districts, graduation rates, the number of quality nursing homes, and access to solid health care providers. They were also looking for cities where home sale prices were affordable and highlighted diverse communities. There were no more than two locations chosen per state and among the top 25, no more than one winner per county or major metro area.

This recognition reaffirms our commitment towards providing a safe, vibrant, supportive community for all our residents, so that we can be a city where people truly want to live for years to come. We strive to earn an even higher spot on future lists such as this one, and are thrilled to be recognized by Fortune for our efforts!

In the category of resident quality of life, the City has undertaken numerous projects. Ongoing efforts include continued work on the Sustainability Center located next to Pattonville High School. This facility will be a nucleus for Environmental Education for many decades to come. Additionally, we are pleased to have a great partnership with Ameren which is building Solar Covered Panels on the parking lots between Aquaport and the Community Center. These panels will collect energy that will feed back into the grid for the residents of Maryland Heights.

In addition, Ameren is working to create a renewable Energy Center next to the Sustainability Center which is located on Creve Coeur Mill Road. These projects reflect the City Council's

commitment to making Maryland Heights a better place to live, work and play. The comments provided by our residents are extremely important as they help facilitate stability and future growth for the City of Maryland Heights.

The City of Maryland Heights has continued to witness growth and development during the past year in both residential and business development. The Community Development and Economic Development Departments are busier than ever as evidenced by the following projects:

*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.

*364 Logistics Center-NorthPoint Development logistics center on 365 acres located west of Sportport and north of Creve Coeur Airport. Five office-distribution buildings are proposed for a total of 1.9 million square feet.

*Arbor Hills-Multi-Family Residential District to "PDR" Planned District - Residential to demolish the 70 existing County Housing Authority apartments at 133 Grape Avenue to construct 68 multi-family residential units, in 12 buildings. The development would also include a clubhouse and playground for residents.

*Chick-fil-A a new fast food restaurant at the former Steak 'n Shake with a dual drive-through and indoor and outdoor seating. The drive-through would be capable of stacking up to 52 vehicles on site.

*CWP Westport I, LLC- Residential to convert of the existing extended stay hotel, Sonesta Suites, to multi-family residential apartment units.

*O'Reilly Auto Parts Automotive Store on 102 Old Dorsett Road.

*River Valley Commerce Center- three office-distribution buildings totaling 1.1 million square feet of floor area.

*The Watering Bowl -a dog day care facility with overnight boarding in the existing building at 40 Weldon Parkway

*Curio Wellness Corporation (with Brands RE MO, LLC) - integrated medical cannabis company.

*QuikTrip Corporation - a new store further west on Lackland.

*Bamboo Dorsett, LLC owns the property at 11737 Dorsett Road and will construct an 11,000 square foot office/warehouse building.

*KMOV intends to relocate their offices and studios from downtown St. Louis

*Toro Energy of Missouri-Champ LLC construct a facility which would capture gas from the adjoining landfill and convert it to natural gas for distribution through the existing pipeline.

*Bastian Solutions is constructing a 140,000 square foot building to expand their operations (currently located at 2200 Forte Court in Maryland Heights

*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.

*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.

*WWP, LLC (c/o Lodging Hospitality Management Corp) a multi-family residential building with a podium parking garage in a portion of the existing parking lot at 1300 West Port Plaza Drive. The building would have a total of 254 units.

The Capital Improvement Plan for the next five years beginning January 1, 2023 and ending December 31, 2027 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.)

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.

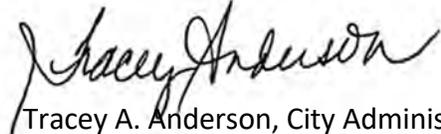
Overall, 2022 was a year of many challenges. Despite the setbacks we experienced, each department continued to share their opinions and ideas in an effort to move the City forward. Challenges such as limited professional development and travel, finding new means to support our business community, the staff shortages felt throughout the area, the navigation of the first full concert season 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 Danielle Oettle, the Director of Finance; Gail Reader, Information Systems Manager; Trisha Hall the Communications Manager as well as the Department Heads and their teams 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 throughout the coming year.

Respectfully submitted,



Tracey A. Anderson, City Administrator
November 15, 2022



Introduction

2023 BUDGET



Mayor

G. Michael Moeller

Councilmembers

Ward 1

James J. Surgeon

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

Danielle A. Oettle, 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

James E. Carver, Director of Economic Development

Amy M. Hays, Director of Parks and Recreation

Howard Paperner, City Attorney

Municipal Court

Kevin R. Kelly, Municipal Judge

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Capital Improvement Program

2023 - 2027 Capital Improvement Plan.....CIP 1



Maryland Heights at a Glance

Our City

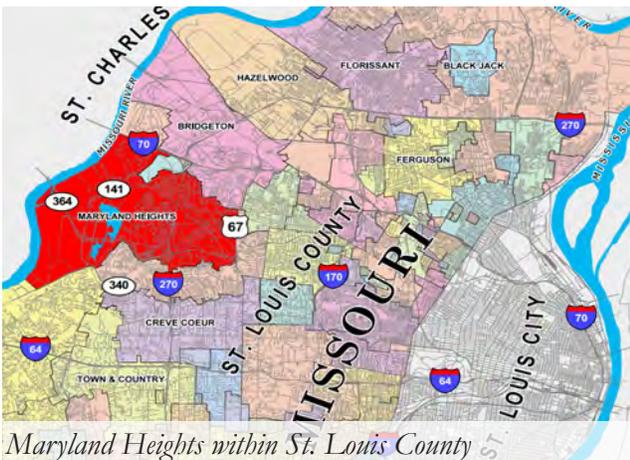
Maryland Heights, incorporated in 1985, operates under the City Administrator form of Mayor/Council government and is a Third-Class City as defined by Missouri statutes.

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



Maryland Heights within St. Louis County



Government Center in the spring

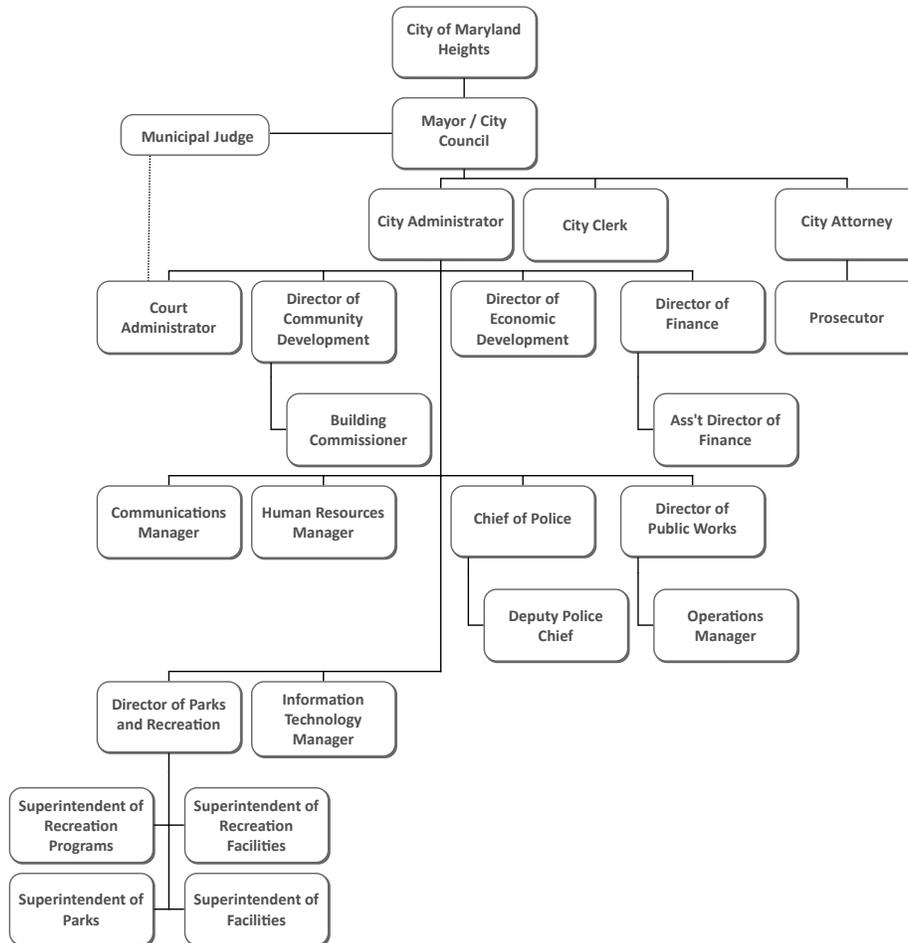


Residents in Parkwood Park



Creve Coeur Lake in the winter

Our Organization



	Personnel		
	2021	2022	2023
Administration	15.50	15.00	14.50
Finance	4.00	4.50	4.00
Community Development	17.25	19.25	20.25
Economic Development	2.00	2.00	2.00
Public Works	29.00	29.00	29.00
Police	93.90	99.90	100.90
Municipal Court	3.80	3.80	3.80
Parks & Recreation	83.16	83.79	81.08
Total Personnel (FTE)	248.61	257.24	255.53

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:

	2020	2021	2022*
Single Family Housing Re-occupancy Inspections	1,299	1,315	1,128
<i>Occupancy inspections ensure inspected homes are up to code</i>			
Multi Family Housing Re-occupancy Inspections	2,129	2,328	2,340
<i>Occupancy inspections ensure inspected apartments are up to code</i>			
Concrete Sidewalk Repaired or Replaced, in Square Feet	9,691	6,914	8,000
<i>Sidewalks in good condition encourage walking and reinforce positive perceptions of the city</i>			
Sewer Lateral Repairs Completed	75	70	75
<i>Sewer laterals are an essential piece of home infrastructure</i>			
Street Sweeping Miles	371	507	400
<i>Street sweeping keeps city-maintained streets in appealing condition</i>			
Trees Maintained	1,147	672	800
<i>Maintaining trees enhances the natural beauty of the city and contribute to environmental quality</i>			
City Newsletter Articles Covering this Topic	13	15	22
<i>Newsletter articles raise awareness of home improvement and maintenance issues</i>			

Outcomes we track:

	2020	2021	2022*
Average Sale Price of Single-Family Homes in Maryland Heights	\$199,900	\$212,544	\$246,000
Average Number of Days on Market for Single-Family Homes Sold in City	8	6	18

* projected



Residents in Parkwood Park



Maryland Heights Night Out



Police give out ice cream before movie night

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:

	2020	2021	2022*
Facebook Posts	663	904	1,100
<i>Social media is one way our residents can directly connect and interact with the city</i>			
Issues of City Newsletter	12	12	8
<i>The city newsletter is another means of directly communicating with our residents</i>			
Total Senior Program Attendance (all senior programs)	2,899	6,267	9,577
<i>The city offers a variety of programs tailored for older residents</i>			
Parks Facilities Reservations	59	245	250
<i>The use of city parks facilities is an indicator of overall use of city parks</i>			
Dogport Memberships	123	216	125
<i>Dogport - the city's dog park - provides another venue for residents to interact</i>			
Maryland Heights Night Out Block Parties	0	20	17
<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:

	2020	2021	2022*
Total Number of Senior Newsletters Distributed (mail & email)	640	741	785
<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	17	18
Total Senior Lunch Attendance	205	213	1,200
Total Number of New Facebook “Likes” (City Page)	663	449	450
Total Number of New Facebook “Likes” (Parks and Recreation Page)	540	369	650
Total Number of New Facebook “Likes” (Police Page)	717	1,078	1,200
Total Number of New Facebook “Likes” (Aquaport Page)	61	-32	25
Number of Transportation Services (One-Way Trips) for Seniors and/Disabled	5,546	8,107	8,000

* 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:

	2020	2021	2022*
Average Issuance Time for Conditional Use Permits (# of days)	35	38	43
<i>Reducing the amount of time to issue a C.U.P. saves businesses money</i>			
Building & Grounds Maintenance Work Orders Completed	919	1,124	1,100
<i>Maintaining city property ensures residents enjoy high quality public spaces</i>			
Park Work Orders Completed	113	178	250
<i>Park work orders ensures residents enjoy high quality, well-maintained parks facilities</i>			
Concrete Pavement Replaced (square yards of concrete)	763	1,369	1,000
<i>Pavement replacement keeps city streets in good condition</i>			

Outcomes we track:

	2020	2021	2022*
Traffic Control Signs Installed/Replaced (each)	145	211	350
Sewer Lateral Investigations	86	80	85
Linear Feet of Creeks Cleaned	2,500	2,500	2,500
Recycling Quantity in Tons Annually Collected from Residences	1,940	1,865	1,883
Total Number of Utility Tax Rebate Applications Processed	1,328	1,300	1,300

* projected



Residents in Vago Park



Electronic Recycling event



Utility Tax Rebates

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:

	2020	2021	2022*
General Fund/Reserve Fund Year-End Balance	\$24,000,000	\$27,000,000	\$29,000,000
<i>The Reserve Fund serves as a financial safety net for the city</i>			
Reserve Fund Balance as a Percentage of General Fund Expenditures	102%	117%	110%
<i>City policy is to maintain at least 75% of General Fund expenditures in the Reserve</i>			

Outcomes we track:

	2020	2021	2022*
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:

	2020	2021	2022*
Percent of Emergency Calls Responded to in 4 Minutes or Less	75%	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	87%	87%	88%
<i>How quickly the police respond is a key element of public safety</i>			
Detective Bureau Case Clearance Rate	42%	42%	45%
<i>The clearance rate measures the effectiveness of our detective bureau</i>			

Outcomes we track:

	2020	2021	2022*
Uniform Crime Report - Ratio of Part I Crimes Reported per 1,000 Population	35	35	35
Canine Narcotic Responses/Events	130	147	199
Dispatcher Performance Audits	119	104	90

* 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:

	2020	2021	2022*
Commercial re-occupancy inspections	320	351	312
<i>Inspecting properties as they are re-occupied ensures inspected properties are up to code</i>			
Building inspections	2,990	3,578	5,062
<i>Building inspections ensure new construction is up to code</i>			
Right of Way Mowing (each)	10	10	10
<i>Right-of-Way mowing maintains the city as an attractive place to do business</i>			
Street Sweeping (miles)	371	507	400
<i>Street sweeping maintains the city as an attractive place to do business</i>			

Outcomes we track:

	2020	2021	2022*
Annual Total Assessed Value of All Real Property in Maryland Heights	\$1,161,666,200	\$1,197,817,196	\$1,220,821,450
Revenue Generated by one-half cent Sales Tax	\$4,163,097	\$4,289,765	\$4,650,000
Commercial Space Occupancy Rate	92.57%	91.75%	88.66%
Industrial Space Occupancy Rate	96.44%	96.33%	93.93%
Hotel Revenue per Available Room	\$62	\$45	\$60
<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	\$92	\$82	\$99
<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)	1,875	2,035	1,681

* projected



Metro Dorsett Center on Dorsett Road

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:

	2020	2021	2022*
Facebook Posts	663	904	1,100
<i>Social media is one way our residents can directly connect and interact with the city</i>			
Cultural Arts Events	7	7	7
<i>These events can attract people from throughout the region & promote cultural awareness</i>			
Maryland Heights Night Out Block Parties	0	20	17
<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	1,147	672	800
<i>Maintaining the urban canopy improves the environment and appearance in the City.</i>			
Concrete Pavement Replaced (square yards of concrete)	763	1,369	1,000
<i>Pavement replacement keeps city streets in good condition</i>			

Outcomes we track:

	2020	2021	2022*
Visits to the City Website	228,225	232,818	240,000
Total Senior Lunch Attendance	205	213	1,200
<i>Senior luncheons were suspended due to COVID-19 and associated social distancing protocols and gathering size restrictions.</i>			
Aquaport Attendance	0	41,564	50,000
<i>Aquaport did not open for the 2020 season due to remodeling construction.</i>			
Total Number of New Facebook “Likes” (Parks and Recreation Page)	540	369	650

* projected



Maryland Heights Night Out



Senior Luncheon



The Flowrider at Aquaport

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 2023 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 2023, this would allow the City to borrow (with voter approval) about \$120 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 20% 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.

Beginning in 2022, distribution of gaming taxes reverted back to the previous policy of 70% to the General Fund and 30% to the Capital Improvements Fund (Resolution 2014-1156) and should remain for the foreseeable future.

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 year

end, a transfer from the Reserve Fund shall be made to offset the negative fund balance. The 2023 budget projects \$448,650 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 a draw on the Debt Service Reserve Fund of the Series 2018 A bonds, should that occur, and a transfer equal to the amount of the debt service payment on the Subordinate 2018 B bonds, should the operating revenues fail to cover the annual debt service payment of the bonds that were 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 2023 budget projects a year-end Reserve Fund balance of \$29 million, which equates to 110% of 2023 General Fund budgeted expenditures (\$26 million). (Resolution 2014-1155; Ordinance 2014-3932)



Mayor Michael Moeller

Major Budget Policies

Operating Transfers

There will be six operating budget transfers in 2023.

1. General Fund budgeted revenues for 2023 plus other transfers in exceed expenditures by \$448,650. 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 2023 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, and an additional \$344,000 to cover the Subordinate 2018 B bonds, if needed. The 2023 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 2023 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 \$2.2 million from the American Rescue Plan Fund to the General Fund to cover estimates of eligible general government expenditures (see "American Rescue Plan").

The 2023 budget estimates total salaries (all funds) of \$22.8 million of which \$4 million is in the Park Fund. Therefore, the percent of total city wages in Park Fund is 17%. 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 17%, or \$485,000. The amount of the transfer for 2023 is limited to \$100,000.

2023 General Fund Administrative Expenditures (in thousands)

Property & Casualty Insurance	\$530
Legal	150
Finance & Accounting	620
Information Technology	1,167
Human Resources	389
Total	\$2,856
Park Fund Share (17%)	\$485

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 \$35 million at the end of 2023, a decrease of \$3.9 million from the end of 2022.

The decrease is the result of using accumulated balances in the Capital Improvement fund for specific capital projects and the potential back stop payments for the Ice Center Debt Service.

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 2023 through 2027 utilizes the revenues and fund balance of the Parks Fund and grant revenues anticipated to invest in expansion, renovations and improvements to recreation facilities.

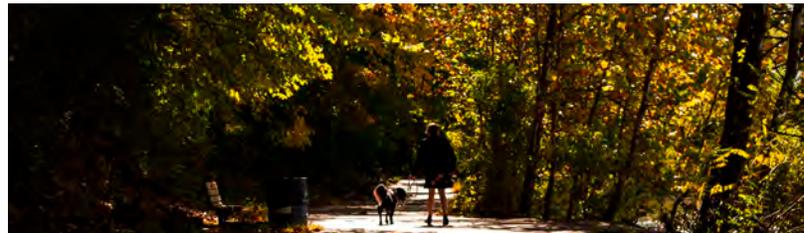
In 2023, the City anticipates receiving \$286 thousand in grants to make improvements to Vago Park and 1.45 million in federal grant funds for road rehabilitation projects on Fee Fee and Adie roads.

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.



Centene Community Ice Center



Walking in Creve Coeur Lake Memorial Park



Outside the Maryland Heights Community Center

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 2023 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 2023 budget includes a transfer of \$625,000 and \$344,000 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 \$1.7 million from this source in 2023. Among other public safety efforts, the City's police department has a 2023 General Fund budget of \$12.6 million; in 2017, the last year prior to the passage of the tax, the City expended \$10.6 million on police activities. Personnel and police activity costs in the police department are \$2 million higher in the 2023 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. There was a 2% market adjustment to the budget in 2022 and the 2023 budget includes a 5% market adjustment for all full-time personnel.

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.

Economic Outlook

The 2023 budget was prepared with the assumption that the City will experience a return to normal economic activity at levels close to 2019, the year prior to the pandemic. The City relies heavily on the hospitality industry including business and leisure travel to generate tax revenues and other fees. The 2023 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 2023 budget projects a moderate recovery to \$9.28 million which is 93% of the base year of 2019. The anticipated moderate recovery for this revenue's source is due to a

Major Budget Policies

slow return in attendance and operational challenges to bring the activity at the Casino to pre-pandemic levels.

In 2023 the City's half-cent sales tax to fund Parks and Recreation is estimated at 99% of pre-pandemic levels. During 2022, half-cent taxes generated 93% of 2019 amounts based on recent receipts in the second half of fiscal year 2022.

The 2023 budget anticipates the City's share of a countywide sales tax to be 99% 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. Commercial activity has returned to near normal since the downturn created by the pandemic and natural gas prices have sky rocketed. The 2023 budget predicts 98% of pre-pandemic amounts.

The 2023 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 2023 budget. Certain capital projects were delayed due to market

conditions. The personnel budget reflects a 5% market adjustment for all full-time city staff. After years of scrutinizing capital projects on an as necessary basis, the 2023 budget plans for the completion of delayed capital projects and purchases.

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 2023 budget plan includes the use of the remaining \$2.2 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)

	<u>Actual</u> <u>2019</u>	<u>Actual</u> <u>2020</u>	<u>Actual</u> <u>2021</u>	<u>Estimated</u> <u>2022</u>	<u>Budget</u> <u>2023</u>
Gaming Taxes	9,983	5,704	8,067	9,000	9,281
Utility Taxes	5,537	5,021	5,228	5,368	5,445
Sales Taxes	11,245	9,699	10,059	10,950	11,143
Cigarette Taxes	57	57	53	53	53
Road & Bridge	2,171	2,089	2,226	2,288	2,314
Hotel Taxes	368	158	237	320	320
Licenses/Permits	1,861	1,935	2,289	2,611	2,179
Court	989	495	548	750	750
Investment Income	1,165	630	295	397	750
Intergovernmental/Donations	488	2,688	1,155	1,582	2,203
Recreation User Fees	2,177	738	1,586	1,713	2,008
Sewer Lateral Tax	375	372	374	375	375
Incremental/Special Districts	5,626	3,810	1,678	2,908	3,012
Other	312	321	498	145	145
Total	42,354	33,717	34,293	38,460	39,978

Major Budget Policies

Revenue Projections

Total revenue for 2023 is expected to be 4% (\$1.5 million) higher in 2023 than 2022. The City will use \$2.2 million of federal assistance from the American Rescue Plan during 2023 to offset general government expenditures (refer to “American Rescue Plan” for further details). Additionally, \$1.7 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 \$200 thousand higher (2%) in 2023 than 2022. Even with the anticipated increase, gaming taxes will be \$700 thousand less than pre-pandemic levels. Gaming taxes are 20% of 2022 City revenue sources; however, this percentage is lower than a typical year due to an influx of one-time revenue sources.

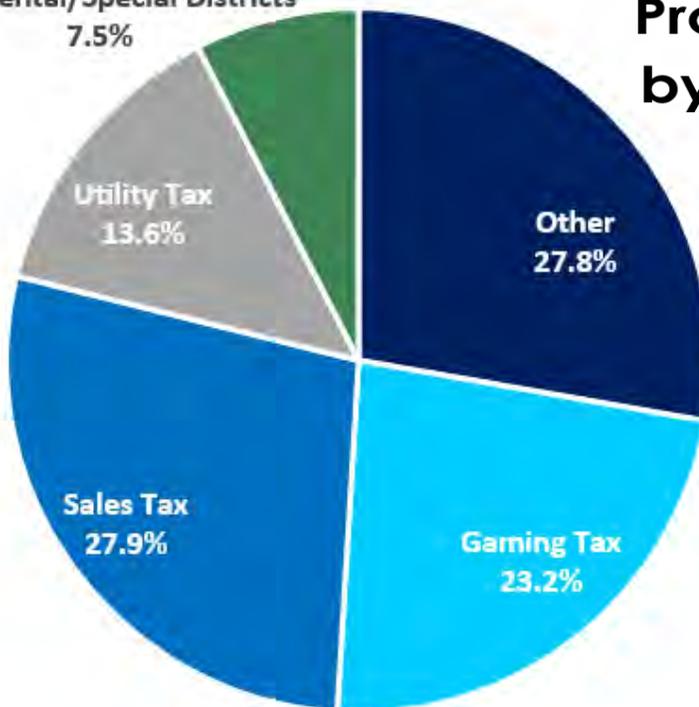
Sales Taxes are expected to increase 1.8% in 2023 from 2022. This assumes a return to more normal retail activity.

Recreation User Fees are expected to be 17% higher in 2023 compared to 2022. Anticipated increases in demand are expected as health restrictions related to COVID-19 pandemic have stopped. 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 is anticipated to remain flat and have climbed back to almost normal. Leisure and business travel increased in 2022 and is expected to continue to remain strong. Additionally, several hotels in the city are being updated and renovated.

Incremental/Special Districts
7.5%



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, 2022.

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 2023.

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 **Annual Comprehensive Financial Report (ACFR)** 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 ACFR 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/ACFR (Coming Soon)
- www.marylandheights.com/PAFR
- www.marylandheights.com/BudgetBrief



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**City of Maryland Heights
Missouri**

For the Fiscal Year Beginning

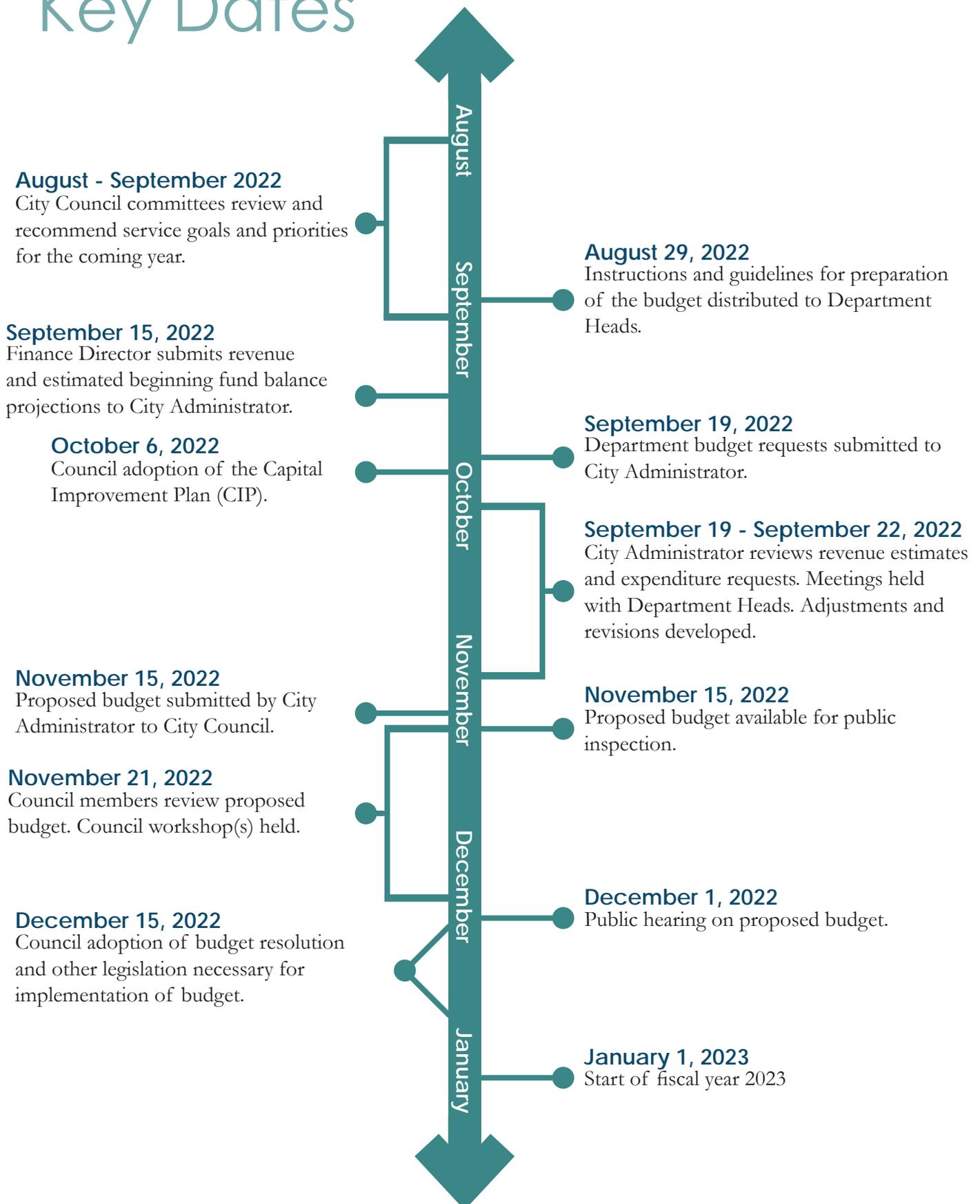
January 01, 2022

Christopher P. Morill

Executive Director

2023 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

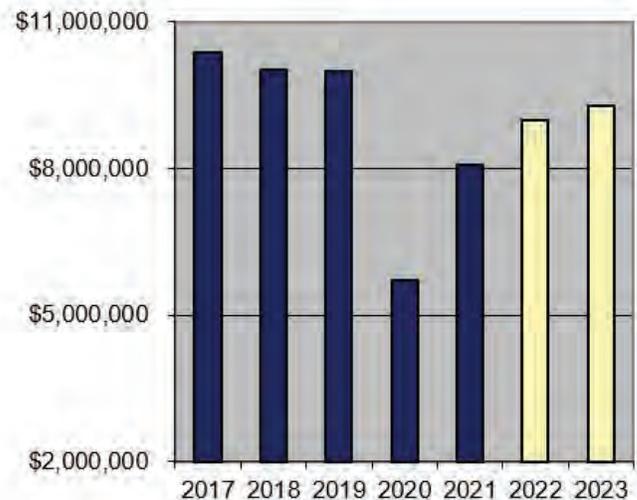
Description

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 2023 revenue forecast is based on 93% of 2019 revenue. All gaming tax revenue was distributed to the General Fund in 2020 and 2021 in order to fund operations. In 2022, the City returned to allocating 70% of gaming tax revenue to the General Fund with the remaining 30% to the Capital Improvement Fund. In 2023, this revenue will again be distributed between the General Fund (70%) and the Capital Improvements Fund (30%).

Financial Trend



Fund Distribution					
Year	General Fund	Capital Improvement			Total
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	-			5,704,191
2021 Actual	8,066,951	-			8,066,951
2022 Budget	6,300,000	2,700,000			9,000,000
2023 Proposed	6,500,000	2,781,000			9,281,000
Percent of Funds' 2023 Revenues	26.7%	65.7%			23.2%

Half-cent Sales Tax

Legal Authorization

State Statute: 644.032

City Ordinance: 94-855

Account Code: 413-00

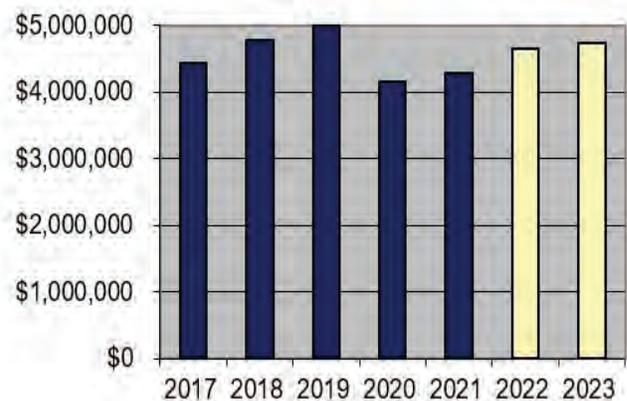
Description

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.

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. In 2022, revenue from sales tax increased as the pandemic restrictions were removed, however, revenue remains below pre-pandemic levels. Revenue is projected to increase to approximately 95% of 2019 (pre-pandemic) revenue in 2023.

Financial Trend



Fund Distribution

Year	Stormwater Fund	Parks Fund				Total
2017 Actual	-	4,439,567				4,439,567
2018 Actual	-	4,782,525				4,782,525
2019 Actual	-	5,000,792				5,000,792
2020 Actual	-	4,163,097				4,163,097
2021 Actual	-	4,289,765				4,289,765
2022 Projected	-	4,650,000				4,650,000
2023 Proposed	-	4,743,000				4,743,000
Percent of Funds' 2023 Revenues		67.4%				11.9%

County Sales Tax

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

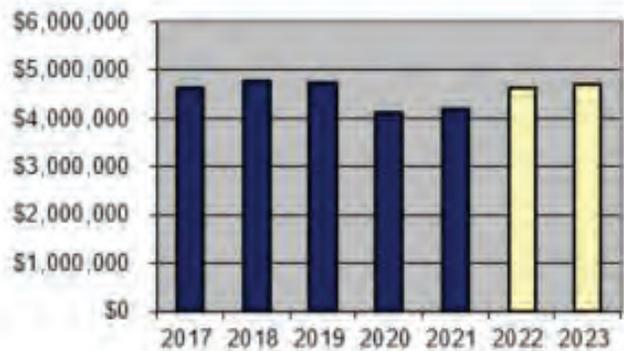
Description

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. Sales tax began to rebound in 2022 and the 2023 budget projects revenues from sales tax to continue to increase to approximately 99% of the pre-pandemic level.

Financial Trend



Fund Distribution

Year	General Fund					Total
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 Actual	4,204,410					4,204,410
2022 Projected	4,650,000					4,650,000
2023 Proposed	4,700,000					4,700,000
Percent of Funds' 2023 Revenues	19.3%					11.8%

County Sales Tax - Prop P

Legal Authorization

State Statute: 67.547

City Ordinance: N/A

Account Code: 413-00

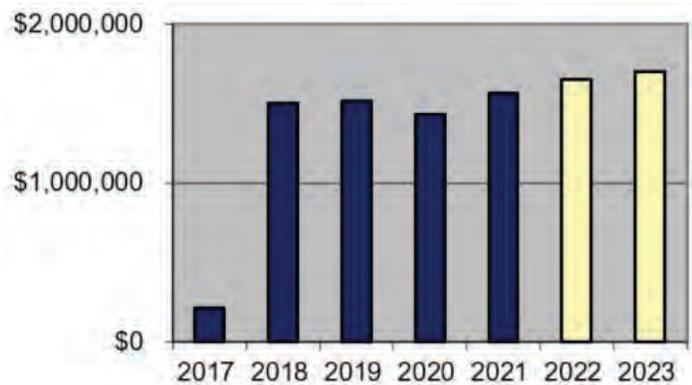
Description

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 affect in October, 2017. The 2020 and 2021 revenue reflects the economic impact of the COVID-19 on this revenue. In 2022, revenue from this source increased to pre-pandemic levels and there is a moderate increase in revenue projected in 2023.

Financial Trend



Fund Distribution

Year	General Fund					Total
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 Actual	1,565,023					1,565,023
2022 Projected	1,650,000					1,650,000
2023 Proposed	1,700,000					1,700,000
Percent of Funds' 2023 Revenues	7.0%					4.3%

Utility Tax - Electric

Legal Authorization

State Statute: 94.270

City Ordinance: 87-302

Account Code: 412-10

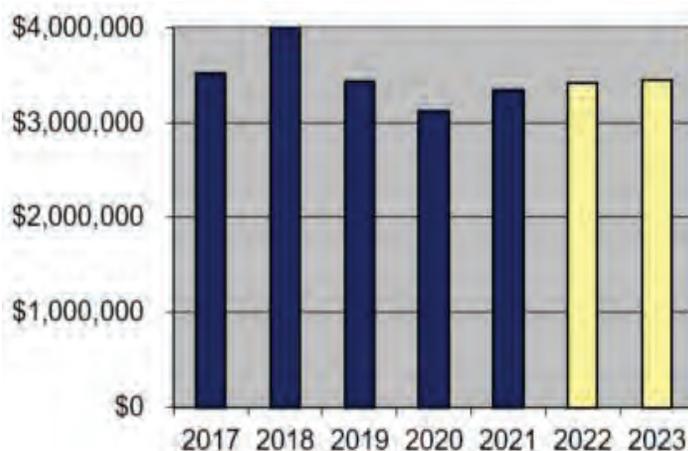
Description

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 rebounded slightly and electric utility revenue is projected to increase again 2023.

Financial Trend



Fund Distribution

Year	General Fund	Streetlight Fund				Total
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 Actual	3,034,648	303,465				3,338,113
2022 Projected	3,100,000	310,000				3,410,000
2023 Proposed	3,125,000	312,500				3,437,500
Percent of Funds' 2023 Revenues	12.8%	63.1%				8.6%

Interest on Investments

Legal Authorization

State Statute: n/a

City Resolution: 2014-1136

Account Code: 457-00

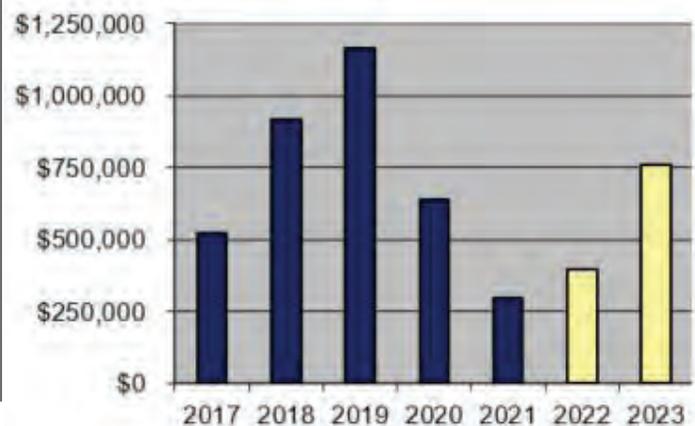
Description

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, but rates began to increase significantly in 2022. The City anticipates experiencing a significant increase in interest revenue in 2023.

Financial Trend



Fund Distribution

Year	General Fund	Forfeiture Fund	South Heights TIF	Westport Plaza TIF	Total
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 Actual	295,386	-	-	223	295,386
2022 Projected	390,000	-	-	7,000	397,000
2023 Proposed	750,000	-	-	10,000	760,000
Percent of Funds' 2023 Revenues	3.1%			0.4%	1.9%

Court Fees and Fines

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

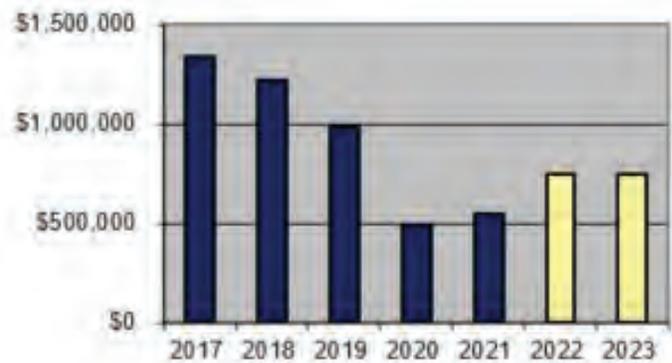
Description

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. In 2022, the court returned to normal operations and experienced a modest recovery compared to pre-pandemic revenue. In 2023, revenue from this source is anticipated to remain flat.

Financial Trend



Fund Distribution

Year	General Fund					Total
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 Actual	548,534					548,534
2022 Projected	750,000					750,000
2023 Proposed	750,000					750,000
Percent of Funds' 2023 Revenues	3.1%					1.9%

Building Permit Revenue

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

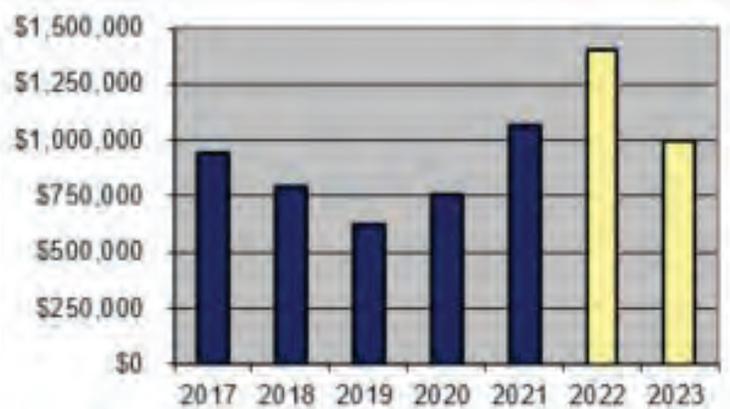
Description

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 construction projects occurred in 2021 and again in 2022. The 2023 projection is based on the continued interest for large construction projects in undeveloped areas within the City.

Financial Trend



Fund Distribution

Year	General Fund					Total
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 Actual	1,071,092					1,071,092
2022 Projected	1,400,000					1,400,000
2023 Proposed	1,000,000					1,000,000
Percent of Funds' 2023 Revenues	4.1%					2.5%

County Road Refund

Legal Authorization

State Statute: n/a

City Ordinance: n/a

Account Code: 415-02

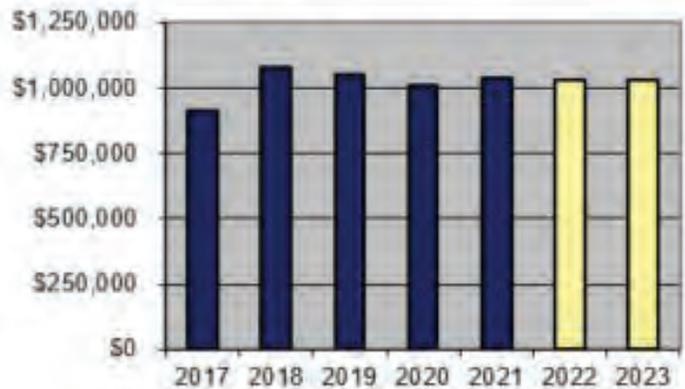
Description

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
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 Actual	1,038,114					1,038,114
2022 Projected	1,033,162					1,033,162
2023 Proposed	1,027,572					1,027,572
Percent of Funds' 2023 Revenues	4.2%					2.6%

Utility Tax - Gas

Legal Authorization

State Statute: 94.270

City Ordinance: 87-302

Account Code: 412-20

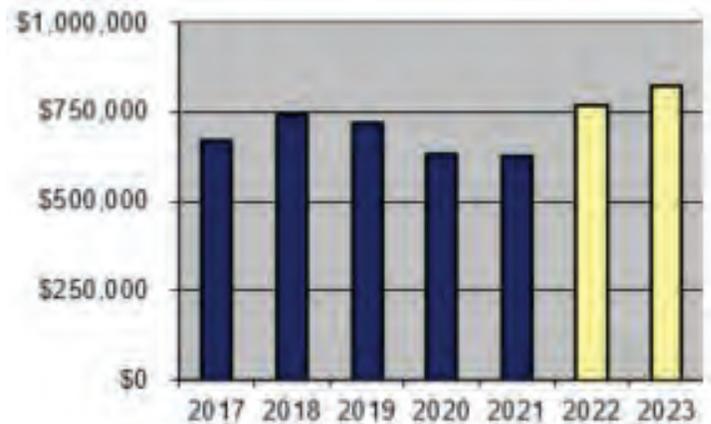
Description

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. Natural gas rates increased significantly in 2022.

Financial Trend



Fund Distribution

Year	General Fund	Streetlight Fund				Total
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 Actual	568,810	56,881				625,691
2022 Projected	700,000	70,000				770,000
2023 Proposed	750,000	75,000				825,000
Percent of Funds' 2023 Revenues	3.1%	15.2%				2.1%

Motor Fuel Tax

Legal Authorization

State Statute: 142.345

City Ordinance: n/a

Account Code: 415-00

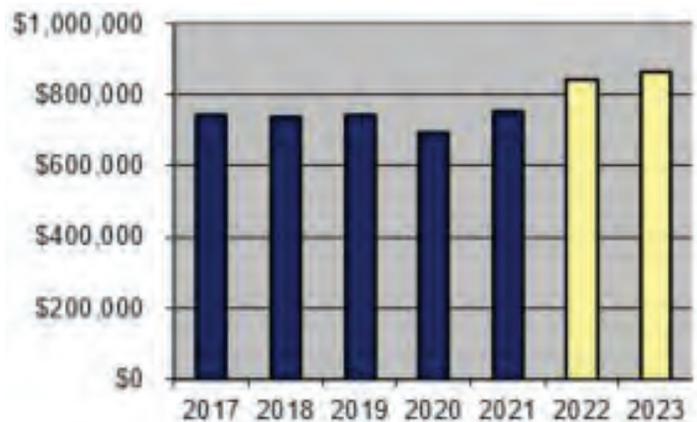
Description

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 fuel tax will increase each year by 2.5% until the total 12.5% increase is met in 2025. The 2023 budget includes the 2.5% annual increase.

Financial Trend



Fund Distribution

Year	General Fund					Total
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 Actual	753,031					753,031
2022 Projected	845,000					845,000
2023 Proposed	866,000					866,000
Percent of Funds' 2023 Revenues	3.6%					2.2%

Utility Tax - Telecommunication

Legal Authorization

State Statute: 94.270

City Ordinance: 87-302

Account Code: 412-30
412-31

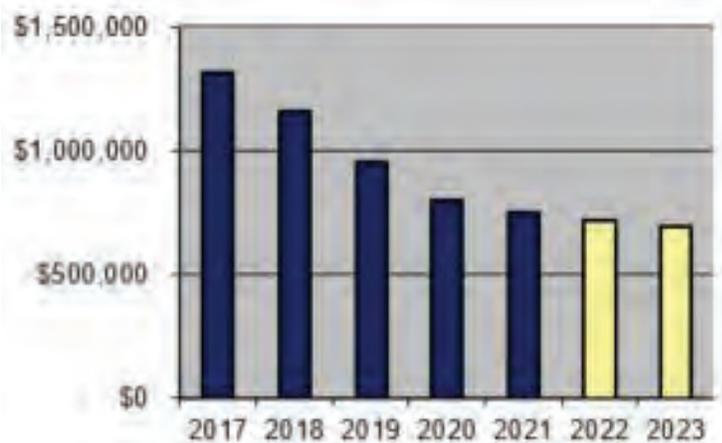
Description

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 and continue to decrease year after year.

Financial Trend



Fund Distribution

Year	General Fund	Streetlight Fund				Total
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 Actual	677,376	71,991				749,367
2022 Projected	650,000	65,000				715,000
2023 Proposed	630,000	63,000				693,000
Percent of Funds' 2023 Revenues	2.6%	12.7%				1.7%

Business License Fees

Legal Authorization

State Statute: 94.270

City Ordinance: 2004-2447

Account Code: 451-00

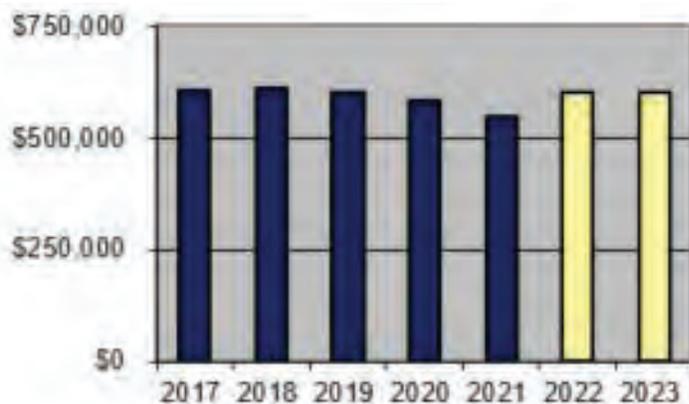
Description

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. This source of revenue is anticipated to remain flat in 2023. While there is a lot of development occurring over the next few years, the City will not recognize the increase in business license fees until the redevelopment projects are completed.

Financial Trend



Fund Distribution

Year	General Fund					Total
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 Actual	584,970					584,970
2022 Projected	600,000					600,000
2023 Proposed	600,000					600,000
Percent of Funds' 2023 Revenues	2.5%					1.5%

Occupancy Permits

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

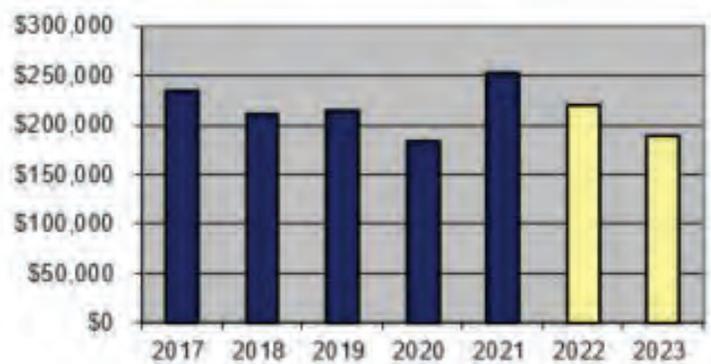
Description

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

Comments

This revenue source is made up of 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 saw a big increase as the real estate market was unusually active. 2022 projections assume a return to normal activity, however, interest rates have risen significantly as an effort to curb inflation. The real estate market began to see a decline in sales in the second half 2022. The 2023 budget assumes the real estate market will be less active as a result of the rise in interest rates.

Financial Trend



Revenue Information

Year	Commercial	Multi-Family	Single Family			Total
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 Actual	52,309	151,740	48,076			252,117
2022 Projected	32,000	148,000	40,000			220,000
2023 Proposed	25,000	125,000	40,000			190,000
Percent of Funds' 2023 Revenues						.5%

Motor Vehicle Sales Tax

Legal Authorization

State Statute: 94.560

City Ordinance: n/a

Account Code: 415-01

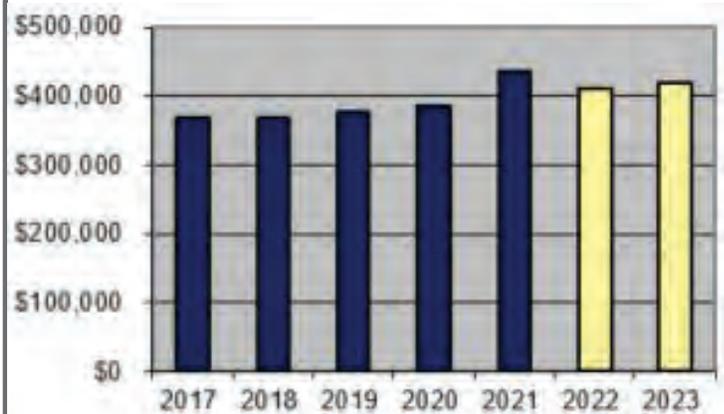
Description

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
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 Actual	434,888					434,888
2022 Projected	410,000					410,000
2023 Proposed	420,000					420,000
Percent of Funds' 2023 Revenues	1.7%					1.1%

Utility Tax - Water

Legal Authorization

State Statute: 94.270

City Ordinance: 87-302

Account Code: 412-40

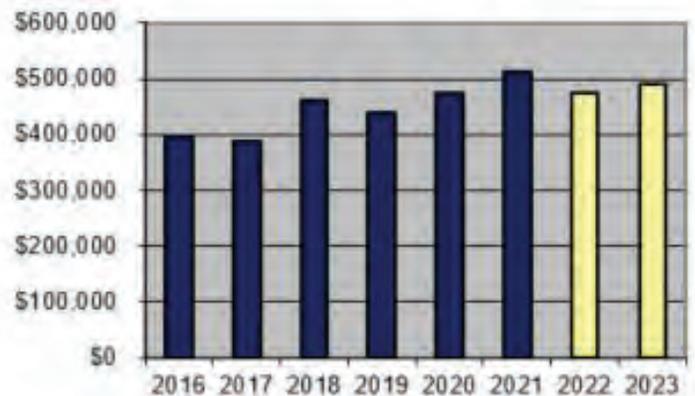
Description

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
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 Actual	471,193	43,244				514,437
2022 Projected	430,000	43,000				473,000
2023 Proposed	445,000	44,500				489,500
Percent of Funds' 2023 Revenues	1.8%	9.0%				1.2%

Cable TV Franchise Fee

Legal Authorization

State Statute: 94.270

City Ordinance: 95-896

Account Code: 473-00

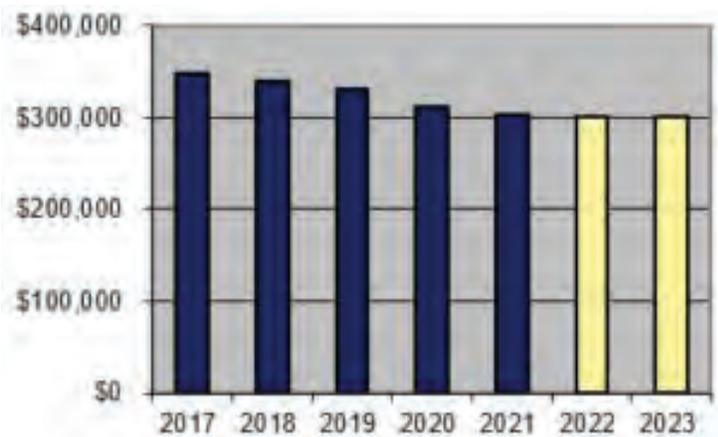
Description

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
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 Actual	303,015					303,015
2022 Projected	300,000					300,000
2023 Proposed	300,000					300,000
Percent of Funds' 2023 Revenues	1.2%					0.8%

Sewer Lateral Fee

Legal Authorization

State Statute: 249-422

City Ordinance: 99-1676

Account Code: 411-05

2014-3868

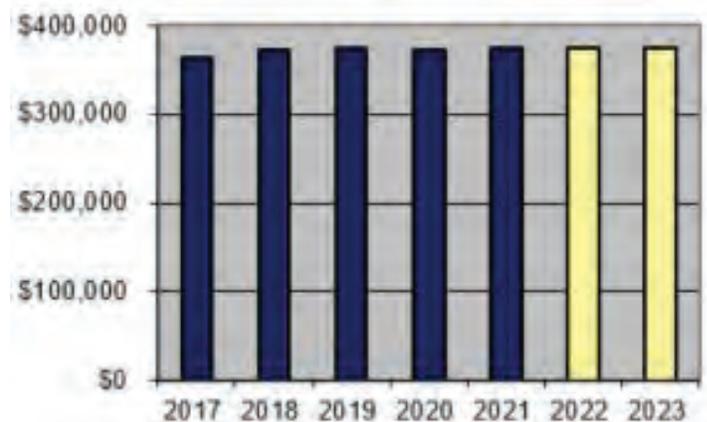
Description

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, reflecting the small number of new homes built each year in Maryland Heights.

Financial Trend



Fund Distribution

Year	Sewer Lateral Fund					Total
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 Actual	374,396					374,396
2022 Projected	375,000					375,000
2023 Proposed	375,000					375,000
Percent of Funds' 2023 Revenues	100.0%					0.9%

Tourism Tax

Legal Authorization

State Statute: 67.1000

City Ordinance: 2006-2817

Account Code: 416-00

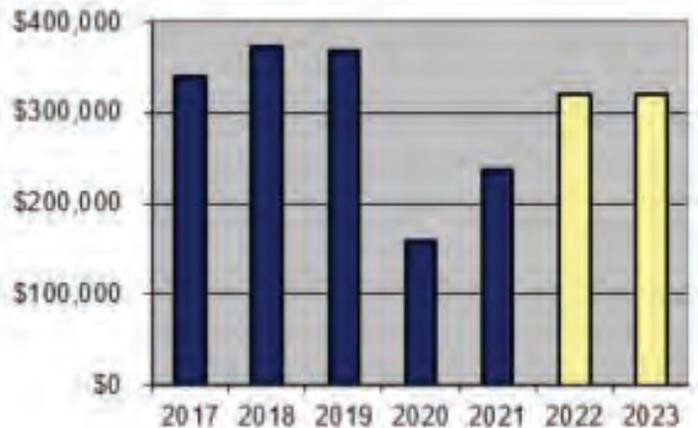
Description

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 sharply reduced travel and the resulting demand for hotel rooms. There was a moderate increase in travel and occupancy in hotels in 2021 as restrictions from the pandemic were lifted. 2022 and 2023 projections are based on the assumption that travel will continue to increase to pre-pandemic activity.

Financial Trend



Fund Distribution

Year	Tourism Tax Fund					Total
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 Actual	237,052					237,052
2022 Projected	320,000					320,000
2023 Proposed	320,000					320,000
Percent of Funds' 2023 Revenues	100.00%					0.8%

Cigarette Tax

Legal Authorization

State Statute: 66.350

City Ordinance: n/a

Account Code: 414-00

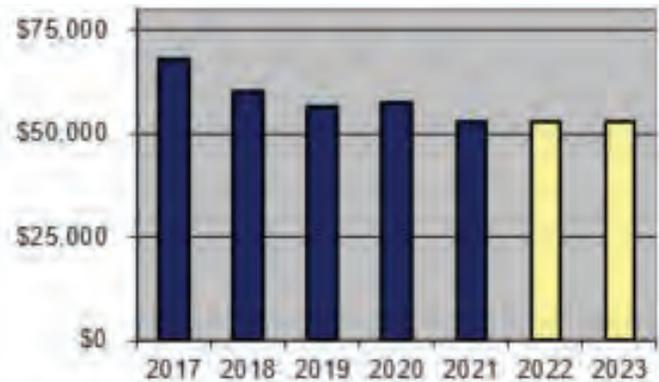
Description

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 as age restrictions have tightened. Very little change is expected in the future.

Financial Trend



Fund Distribution

Year	General Fund					Total
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 Actual	52,913					52,913
2022 Projected	53,000					53,000
2023 Proposed	53,000					53,000
Percent of Funds' 2023 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

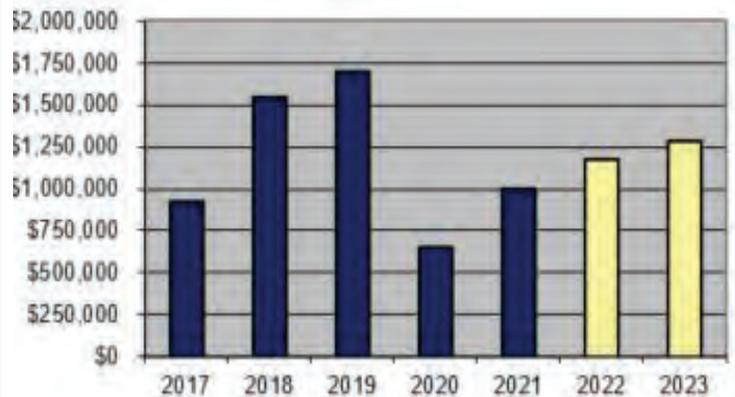
Description

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
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	404,124	44,212			646,363
2021 Actual	368,073	470,293	161,432			999,798
2022 Projected	485,400	520,000	170,000			1,175,400
2023 Proposed	540,000	560,000	185,000			1,285,000
Percent of Funds' 2023 Revenues	7.7%	8.0%	2.6%			18.3%

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

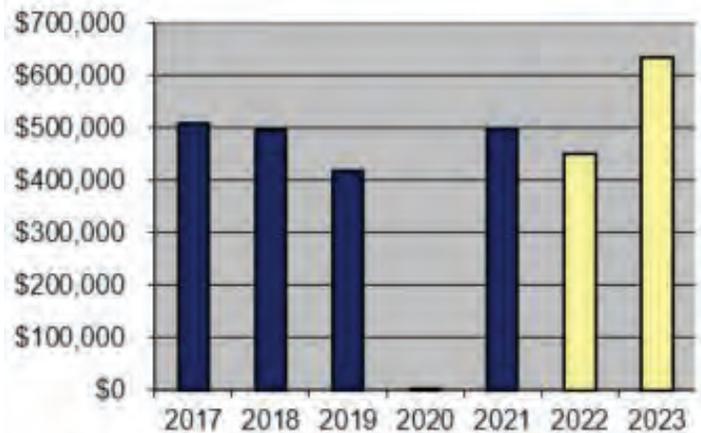
Description

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. In the summer of 2022, a major flash flood occurred in the City and the facility was closed mid July through the end of the season and revenue was negatively impacted. The 2023 budget projects a normal return to activity at the facility.

Financial Trend



Revenue Information

Year	Concessions	Facility Use				Parks Fund Total
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	-	2,310				2,310
2021 Actual	135,034	363,357				498,390
2022 Projected	108,138	341,785				449,923
2023 Proposed	140,000	495,000				635,000
Percent of Funds' 2023 Revenues						9.0%

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 - 2023

2023 Intergovernmental Revenues		<u>Amount</u>	<u>Fund Total</u>
<u>Grant</u>	<u>Program</u>		
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	8,175	
Mo Safety Center	Traffic Safety	2,000	
Dept. of Justice (DEA)	Drug Enforcement	16,000	
MO Dept. of Conservation	TRIM Grant	-	
		<u>52,338</u>	
<u>Service Contract</u>	<u>Entity</u>		
Police Protection	Village of Champ	30,000	
School Resource Officer	Pattonville High School	103,652	
School Resource Officer	Pattonville Middle School	62,673	
DARE Middle School Officer	Pattonville Middle School	31,337	
Task Force-Crimes vs Children	St Louis County	80,000	
		<u>307,662</u>	
TOTAL GENERAL FUND			<u><u>360,000</u></u>
Police Officer Training Fund	State of Missouri		<u><u>7,000</u></u>
Police Forfeiture Fund	Federal Funds		<u><u>100,000</u></u>
CAPITAL IMPROVEMENTS FUND			
<u>Source</u>	<u>Project</u>		
Federal STP Grant	Fee Fee Road & Addie Road Rehabilitation		<u><u>1,450,000</u></u>
PARK FUND	<u>Project</u>		
Municipal Parks Commission	Vago Park Improvements		<u><u>286,000</u></u>
-			
<u>AMERICAN RESCUE PLAN FUNDS (transfer to General Fund)</u>	<u>Use</u>		
*Federal American Rescue Plan	Residential Trash Hauling		<u><u>2,218,549</u></u>
TOTAL INTERGOVERNMENTAL-ALL FUNDS			<u><u>4,421,549</u></u>

*These funds were received over the course of 2 years in 2021 and 2022. A portion of these funds were appropriated for use in 2021, 2022 and 2023. Budgeted for in 2023 is the use of the remaining balance.



All Funds - Summary

This section provides a summary and combined view of all funds included in the 2023 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 2020 to 2023	2020	2021	2022	2023
	Actual	Actual	Estimated	Proposed
REVENUES:				
General	23,512,937	24,776,136	24,057,478	24,384,572
Streetlight	456,487	475,581	488,000	495,000
Tourism	158,070	237,052	320,000	320,000
Capital Improvement	14,000	850,000	3,330,000	4,231,000
Police Forfeiture	205,347	-	60,000	100,000
Parks	5,235,020	5,881,875	6,888,324	7,037,000
Reserve	-	-	-	-
American Rescue Plan Fund***	-	-	-	-
Sewer Lateral	371,985	374,396	375,000	375,000
Police Training	4,608	2,420	7,000	7,000
Beautification	9,000	19,125	20,000	16,000
Community Center DSF	-	-	-	-
Dorsett Road TIF	231,231	313,247	325,000	332,000
Westport Plaza TIF	3,238,554	1,365,922	2,590,103	2,680,000
TOTAL	33,437,240	34,295,756	38,460,905	39,977,572

	2020	2021	2022	2023
	Actual	Actual	Estimated	Proposed
EXPENDITURES:				
General	23,416,291	23,153,830	23,863,756	26,254,471
Streetlight	435,879	436,556	463,500	492,200
Tourism	377,718	218,068	236,050	300,000
Capital Improvement	2,410,168	4,248,701	4,808,913	7,796,426
Police Forfeiture	151,298	163,448	216,500	114,200
Parks	8,715,448	4,665,984	5,264,000	5,768,998
Reserve	-	-	-	-
American Rescue Plan Fund***	-	-	-	-
Sewer Lateral	284,175	244,225	270,000	266,133
Police Training	13,999	11,610	20,100	5,800
Beautification	3,155	3,740	10,400	15,000
Community Center Debt Service	984,046	981,362	977,962	979,160
Dorsett Road TIF	249,970	498,719	150,000	150,000
Westport Plaza TIF	3,724,715	1,836,931	2,800,000	2,600,000
South Heights TIF**	-	-	-	-
TOTAL	40,766,862	36,463,173	39,081,181	44,742,388

Proceeds from debt issuances are not included in revenues.

Revenues do not include unspent prior year encumbrances.

**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 - 12/31/2023.

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	
REVENUES								
Gaming Tax	6,500	-	2,781	-	-	-	-	9,281
Utility Taxes	4,950	495	-	-	-	-	-	5,445
Sales Tax	4,700	-	-	4,743	-	-	-	9,443
Sales Tax-Prop P	1,700	-	-	-	-	-	-	1,700
Cigarette Tax	53	-	-	-	-	-	-	53
Road and Bridge Taxes	2,314	-	-	-	-	-	-	2,314
Hotel/Motel Tax	-	-	-	-	-	-	320	320
Licenses, Permits, and Fees	2,163	-	-	-	-	-	16	2,179
Municipal Court	750	-	-	-	-	-	-	750
Investment Income	750	-	-	-	-	-	-	750
Intergovernmental Revenues/Donations	360	-	1,450	286	-	-	107	2,203
Recreation Program Fees	-	-	-	2,008	-	-	-	2,008
Sewer Lateral Fees	-	-	-	-	-	-	375	375
Incremental Taxes	-	-	-	-	-	-	3,012	3,012
Other Revenue	145	-	-	-	-	-	-	145
TOTAL REVENUES	24,385	495	4,231	7,037	-	-	3,830	39,978
EXPENDITURES								
Executive/Legislative	207	-	-	-	-	-	-	207
Administrative	3,578	-	-	-	-	-	-	3,578
Finance	621	-	-	-	-	-	-	621
Community Development	2,127	-	-	-	-	-	450	2,577
Economic Development	374	-	-	-	-	-	-	374
Public Works	5,563	492	7,796	-	-	-	266	14,117
Police	12,595	-	-	-	-	-	120	12,715
Municipal Court	386	-	-	-	-	-	-	386
Parks and Recreation	578	-	-	5,769	-	-	15	6,362
Human Services	225	-	-	-	-	-	-	225
Debt Service	-	-	-	-	-	979	2,600	3,579
TOTAL EXPENDITURES	26,254	492	7,796	5,769	-	979	3,451	44,741
Excess(deficiency) of revenues over(under) expenditures	(1,869)	3	(3,565)	1,268	-	(979)	379	(4,763)
Other financing sources(uses):								
Transfer to Community Center DSF				(985)		985		-
Advance repayment from Ice Center								-
Operating transfers in (out):	(450)				449			(1)
Operating transfers in (out):	2,319			(275)	(969)			1,075
Change in Fund Balance -2023	-	3	(3,565)	8	(520)	6	379	(3,689)
Fund Balance January 1, 2023	-	1,177	1,039	3,662	29,181	30	4,139	39,228
Fund Balance December 31, 2023	-	1,180	(2,526)	3,670	28,661	36	4,518	35,539

*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	-	-	-	16	-	-	-	-	16
Intergovernmental Revenues	-	-	100	-	-	7	-	-	107
Sewer Lateral Fees	-	-	-	-	375	-	-	-	375
Incremental /Special District Taxes	-	-	-	-	-	-	332	2,680	3,012
Other	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	320	-	100	16	375	7	332	2,680	3,830
EXPENDITURES									
Community Development	300	-	-	-	-	-	150	-	450
Public Works	-	-	-	-	266	-	-	-	266
Police	-	-	114	-	-	6	-	-	120
Parks and Recreation	-	-	-	15	-	-	-	-	15
Human Services	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	2,600	2,600
TOTAL EXPENDITURES	300	-	114	15	266	6	150	2,600	3,451
Excess(deficiency) of revenues over(under) expenditures	20	-	(14)	1	109	1	182	80	379
Other financing sources(uses):	-	-	-	-	-	-	-	-	-
Operating transfers in (out):	-	-	-	-	-	-	-	-	-
Change in Fund Balance -2023	20	-	(14)	1	109	1	182	80	379
Fund Balance January 1, 2023	1	-	101	63	1,137	2	475	2,360	4,139
Fund Balance December 31, 2023	21	-	87	64	1,246	3	657	2,440	4,518

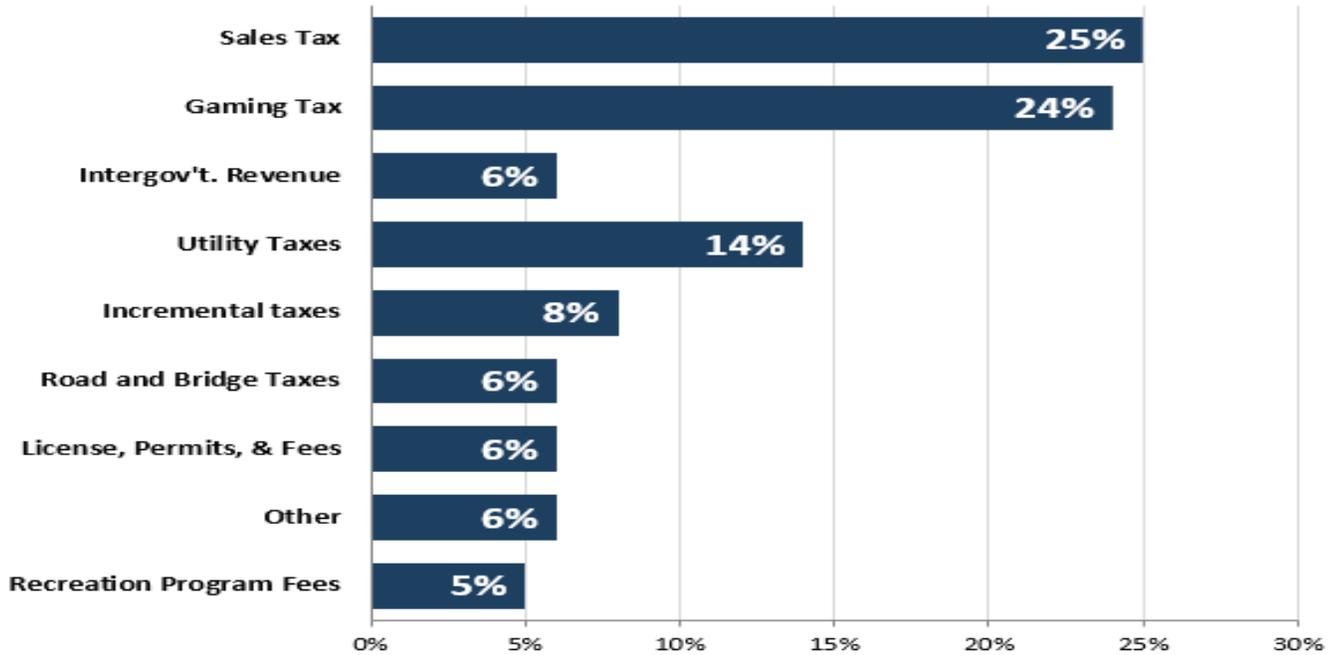
***Fund Names:**

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

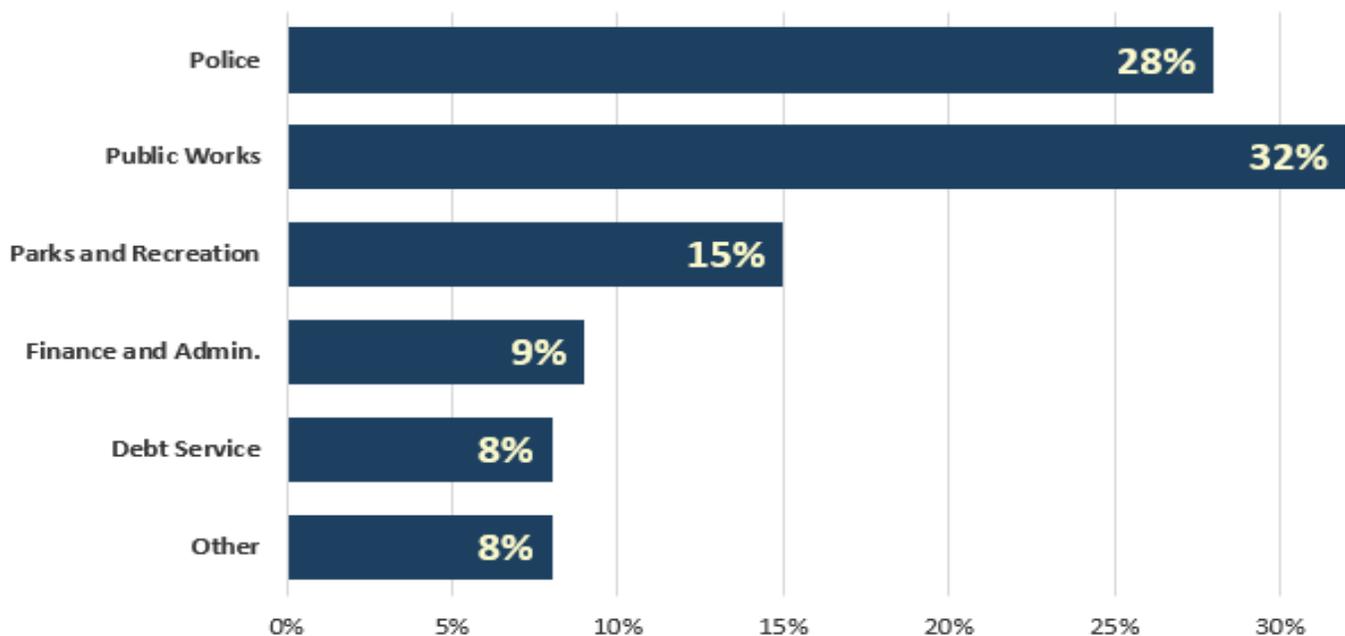
Pol Trg=Police Training Fund
 Westport Plaza TIF=Westport Plaza Tax Increment Financing Fund
 Dorsett TIF=Dorsett Road Tax Increment Financing Fund
 ARPA=American Rescue Plan Fund

All Funds

Revenues - Where it comes from...



Expenditures - Where it goes...



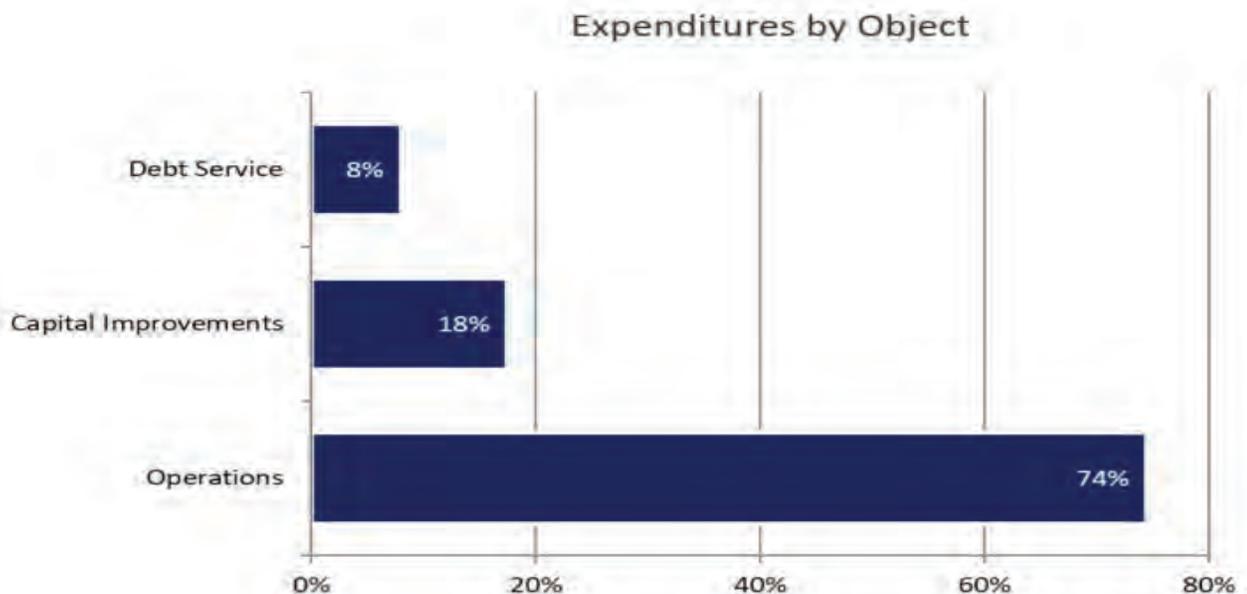
All Funds

City of Maryland Heights
Schedule of Budgeted Expenditures by Fund: Operations, Debt Service and Capital Improvements
2023

Fund	Operations(2)	Capital Improvements	Debt Service	Total
General	26,254,471			26,254,471
Streetlight	492,200	1,000		493,200
Tourism	300,000			300,000
Capital Improvement	246,426	7,550,000		7,796,426
Police Forfeiture	114,200			114,200
American Rescue Plan	-			-
Police Training	5,800			5,800
Parks	5,482,998	286,000		5,768,998
Reserve(1)	-			-
Sewer Lateral	266,133			266,133
Beautification	15,000			15,000
Community Center DSF			979,160	979,160
Dorsett Road TIF	150,000			150,000
Westport Plaza TIF	-		2,600,000	2,600,000
TOTAL	33,327,228	7,837,000	3,579,160	44,743,388

- (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.

Expenditures by Object



Personnel Schedule - All Departments

	Position Title	2021 Actual	2022 Authorized	2023 Requested
Administration				
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				
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's Office	City Administrator	1.00	1.00	1.00
		1.00	1.00	1.00
Human Resources				
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	Communications Manager	1.00	1.00	1.00
	Marketing Specialist	1.00	1.00	1.00
	Intern	0.25	0.25	0.25
		2.25	2.25	2.25
Information Technology				
Information Technology	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	0.50	0.00
		5.00	4.50	4.00
	TOTAL ADMINISTRATION	15.50	15.00	14.50
Finance				
Finance	Finance Director	1.00	1.00	1.00
	Assistant Finance Director	1.00	1.00	1.00
	Senior Accountant	1.00	1.00	1.00
	Payroll/HR Assistant	0.00	0.50	1.00
	Accounting Clerk	1.00	1.00	0.00
		4.00	4.50	4.00
	TOTAL FINANCE	4.00	4.50	4.00

Personnel Schedule - All Departments

	Position Title	2021 Actual	2022 Authorized	2023 Requested	
Community Development Planning & Zoning	Director of Community Development	1.00	1.00	1.00	
	City Planner	0.00	1.00	1.00	
	Planner I	1.00	1.00	0.00	
	Social Worker	0.00	1.00	1.00	
	Intern	0.25	0.25	0.25	
		2.25	4.25	3.25	
Inspections	Building Commissioner	1.00	1.00	1.00	
	Deputy Building Commissioner	1.00	1.00	2.00	
	Plans Examiner	1.00	1.00	1.00	
	Building Inspector	4.00	0.00	0.00	
	Building Inspector II	0.00	4.00	4.00	
	Building Inspector I	0.00	2.00	3.00	
	Code Enforcement Officer	4.00	2.00	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	17.00
		TOTAL COMMUNITY DEVELOPMENT	17.25	19.25	20.25
Economic Development Economic Development	Director of Economic Development	1.00	1.00	1.00	
	Management Assistant	1.00	1.00	1.00	
		2.00	2.00	2.00	
	TOTAL ECONOMIC DEVELOPMENT	2.00	2.00	2.00	
Public Works Engineering and Administration	Director of Public Works	1.00	1.00	1.00	
	Project Manager	0.00	1.00	1.00	
	Engineering Manager	1.00	0.00	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	2021 Actual	2022 Authorized	2023 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	Fleet Maintenance Supervisor	0.00	1.00	1.00
	Crew Leader	1.00	0.00	0.00
	Mechanic	2.00	2.00	2.00
	Mechanic Helper	1.00	1.00	1.00
		4.00	4.00	4.00
TOTAL PUBLIC WORKS		29.00	29.00	29.00
Police 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	4.00	4.00	4.00
	Sergeant	5.00	5.00	4.00
	Corporal	4.00	4.00	4.00
	Police Officer	36.00	36.00	36.00
		50.00	50.00	49.00
Investigations	Captain/Lieutenant	1.00	1.00	1.00
	Sergeant	1.00	1.00	2.00
	Lead Detective	0.00	2.00	2.00
	Police Officer	10.00	14.00	14.00
	Crime Analyst	1.00	1.00	1.00
	Secretary	1.00	1.00	1.00
		14.00	20.00	21.00
Police Communications	Police Communications Sergeant	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	7.00	7.00	8.00
	Bailiff	0.60	0.60	0.60
		10.60	10.60	11.60
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
TOTAL POLICE		93.90	99.90	100.90

Personnel Schedule - All Departments

	Position Title	2021 Actual	2022 Authorized	2023 Requested
Municipal Court	Municipal Judge	0.20	0.20	0.20
	Municipal Court 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
	TOTAL MUNICIPAL COURT	3.80	3.80	3.80
Parks and Recreation	Director of Parks and Recreation	1.00	1.00	1.00
	Administration	1.00	1.00	1.00
Recreation Services	Superintendent of Recreation Programs	1.00	1.00	1.00
	Superintendent of Recreation Facilities	1.00	1.00	1.00
	Marketing Specialist	1.00	1.00	1.00
	Recreation Program Specialist	5.00	5.00	5.00
	Customer Relations Supervisor	1.00	1.00	1.00
	Customer Relations Specialist	4.00	5.00	5.00
	Customer Relations Aide	5.00	5.00	4.50
	Aquatic Supervisor	1.00	1.00	1.00
	Head Lifeguard	2.51	2.40	2.40
	Lifeguard	6.75	6.11	6.11
	Private Swim Instructor	0.00	0.10	0.10
	Swim Instructor	1.11	1.11	1.11
	Building Supervisor	0.00	0.20	0.20
	Play Center Attendant	2.00	2.00	1.00
	Personal Trainer	0.00	0.53	0.53
	Fitness Center Attendant	3.00	3.50	2.81
	Specialty Instructors	0.00	1.98	2.54
	Special Event Assistant	0.00	0.05	0.17
	Program Director	0.00	0.90	0.19
	Preschool Leader	2.50	1.94	3.04
	Park Attendant	0.06	0.06	0.06
	Sports Officials	0.06	0.03	0.17
	Scorekeeper	0.00	0.00	0.51
	Camp Staff	3.50	1.37	1.63
	Inclusion Assistant	0.00	0.70	0.72
	Bus Driver	0.78	0.87	0.82
	Senior Aide	0.36	0.32	0.17
	Recreation Assistant	2.00	2.00	0.00
	Dance Instructor	0.30	0.00	0.00
	Program Instructor	1.60	0.00	0.00
	Market Manager	0.17	0.00	0.00
		45.70	46.17	43.78

Personnel Schedule - All Departments

	Position Title	2021 Actual	2022 Authorized	2023 Requested
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	0.30	0.30
	Aquaport Assistant Pool Manager	0.00	0.66	0.66
	Head Lifeguard	1.38	1.49	1.49
	Lifeguard	6.97	6.81	6.10
	Aquaport Grounds Crew	0.64	0.64	0.64
	Slide Attendant	2.49	2.61	2.00
	Lead Concessions Attendant	0.42	0.42	0.42
	Concession Attendant	1.32	1.32	1.32
	Lead Front Desk Attendant	0.44	0.44	0.44
	Front Desk Attendant	1.48	1.48	1.48
	Lifeguard Manager	0.87	0.00	0.00
		16.01	16.17	14.85
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	5.00
	Maintenance Aide (Part-Time)	2.20	2.20	2.20
		8.20	8.20	9.20
TOTAL PARKS AND RECREATION		83.16	83.79	81.08
TOTAL PERSONNEL (FTE)		248.61	257.24	255.53

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

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 Actual	2022 Projected	2023 Budget
Gaming Taxes	6,987,848	5,704,191	8,066,951	6,300,000	6,500,000
Utility Taxes:					
Utility Taxes - Electric	3,112,602	2,833,416	3,034,648	3,100,000	3,125,000
Utility Taxes - Gas	653,034	571,939	568,810	700,000	750,000
Utility Taxes - Telecommunications	868,197	727,244	677,376	650,000	630,000
Utility Taxes - Water	400,579	432,275	471,193	430,000	445,000
	5,034,412	4,564,874	4,752,028	4,880,000	4,950,000
Sales Tax-1%	4,728,488	4,106,089	4,204,410	4,650,000	4,700,000
Sales Tax-Public Safety	1,516,401	1,429,749	1,565,023	1,650,000	1,700,000
Cigarette Tax	56,668	57,347	52,913	53,000	53,000
Road and Bridge Taxes:					
Motor Fuel Tax	743,758	693,596	753,031	845,000	866,000
Motor Vehicle Tax	377,400	384,424	434,888	410,000	420,000
County Road Refund	1,049,932	1,011,439	1,038,114	1,033,162	1,027,572
	2,171,090	2,089,459	2,226,033	2,288,162	2,313,572
Licenses, Permits, and Fees:					
Business Licenses	601,060	583,223	548,970	600,000	600,000
Plan Review Fees	32,715	54,900	78,301	60,000	60,000
Police Fees	18,136	8,341	9,143	10,000	12,000
Cable TV Franchise Fees	330,934	311,157	303,015	300,000	300,000
Reoccupancy Permits	213,909	184,106	252,117	220,000	190,000
Reimb. From Developers	2,392	432	-	316	-
Reimb of Code Abatement Costs	7,570	28,761	7,534	1,000	1,000
Building Permits	627,599	755,250	1,071,092	1,400,000	1,000,000
	1,834,315	1,926,170	2,270,170	2,591,316	2,163,000
Municipal Court:					
Court Fines and Fees	988,627	494,807	548,534	750,000	750,000
Investment Income:					
Interest on Investments	1,088,586	624,344	295,386	390,000	750,000
Intergovernmental Revenues:					
CARES Act	-	1,889,277	-	-	-
Grants/Reimbursements	360,472	369,995	303,128	360,000	360,000
	360,472	2,259,272	303,128	360,000	360,000
Other:					
Insurance Reimbursement	31,446	57,228	242,523	-	-
Police Services-Special Events	18,037	2,270	10,730	15,000	15,000
Sale of Surplus Property	155,108	68,614	45,543	50,000	50,000
SLAIT Dividend	41,660	52,372	154,873	50,000	50,000
Miscellaneous	50,262	76,151	37,892	30,000	30,000
	296,513	256,635	491,561	145,000	145,000
Total Revenue	25,063,420	23,512,937	24,776,136	24,057,478	24,384,572
Transfers from other funds:					
Park Fund	100,000	100,000	100,000	100,000	100,000
Westport TIF			16,883	-	-
American Rescue Plan Fund			1,464,354	1,808,843	2,218,549
	100,000	100,000	116,883	1,908,843	2,318,549
	25,163,420	23,612,937	24,893,019	25,966,321	26,703,121

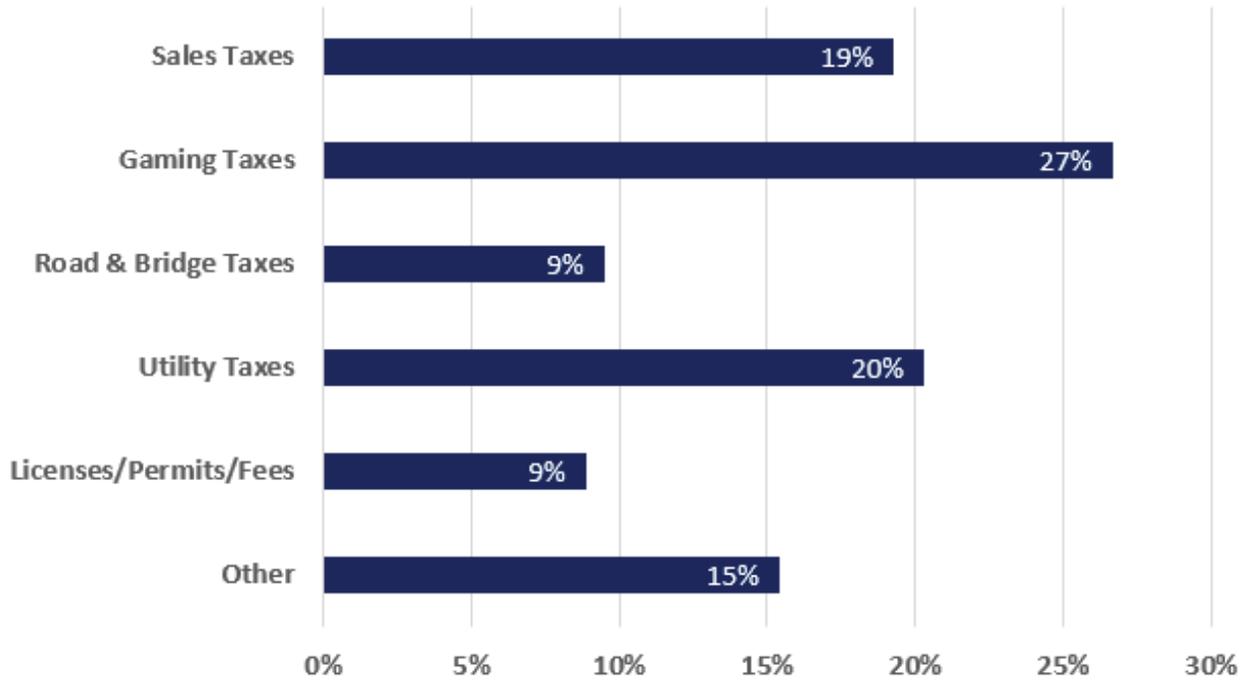
General Fund

Expenditure Budget - by Program

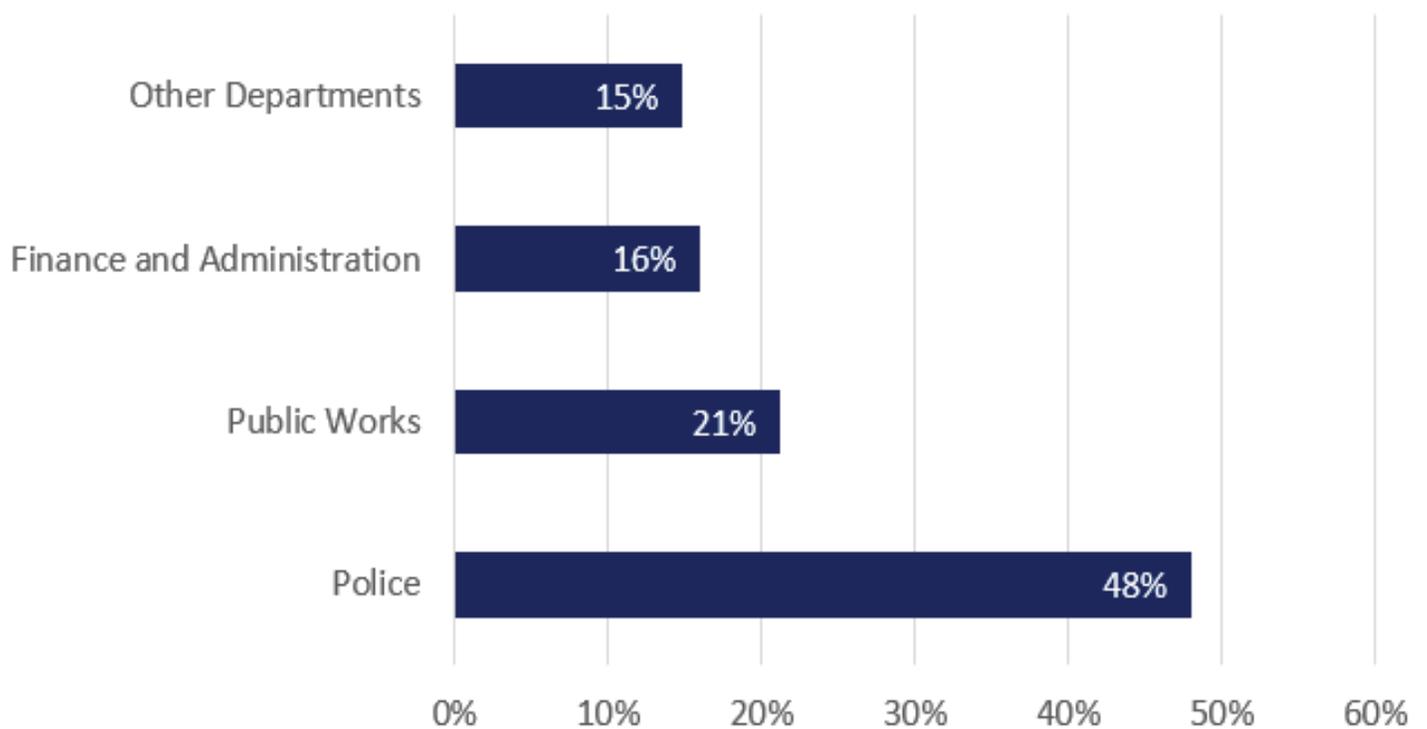
	2019 Actual	2020 Actual	2021 Actual	2022 Estimated	2023 Proposed
Executive/Legislative					
Mayor's Office	36,239	17,968	33,225	45,525	45,356
City Council	143,682	128,626	128,317	136,069	162,026
	179,921	146,594	161,543	181,594	207,382
Administration					
City Clerk's Office	387,674	385,693	389,805	395,000	468,502
Legal Services	340,384	365,461	275,416	370,000	351,393
City Administrator's Office	377,878	481,778	279,625	245,000	259,629
Human Resources	350,568	356,603	346,882	335,000	389,462
Communications	246,756	223,262	199,186	235,000	320,180
Central Services	89,988	72,764	77,191	80,000	91,750
Risk Management	441,322	464,908	628,250	580,000	530,000
Information Technology	931,077	987,340	916,640	1,000,000	1,167,368
	3,165,647	3,337,810	3,112,995	3,240,000	3,578,284
Finance					
Finance	483,778	514,975	501,348	500,000	620,735
	483,778	514,975	501,348	500,000	620,735
Community Development					
Planning & Zoning	339,722	353,534	286,910	330,000	368,216
Inspections	1,326,977	1,455,928	1,412,919	1,450,000	1,759,011
	1,666,699	1,809,462	1,699,829	1,780,000	2,127,227
Economic Development					
Economic Development	141,404	211,291	213,425	250,000	373,548
Public Works					
Engineering/Administration	390,375	376,880	383,172	300,000	409,350
Roads and Bridges	1,722,330	1,684,197	1,671,813	1,900,000	2,067,080
Stormwater	599,928	593,266	604,791	600,000	643,811
Solid Waste	2,045,127	1,701,234	1,757,225	1,817,162	1,874,000
Vehicle & Equipment Maintenance	501,033	489,269	515,159	525,000	569,254
	5,258,794	4,844,846	4,932,159	5,142,162	5,563,495
Police					
Police Administration	488,202	395,253	379,294	445,000	405,082
Patrol Services	6,152,175	6,013,651	5,883,721	5,800,000	6,339,118
Investigations	1,636,298	1,693,193	1,684,942	2,500,000	2,726,800
Communications	1,059,261	1,209,747	1,192,250	1,300,000	1,405,309
Community Services	925,551	1,099,556	1,316,877	1,350,000	1,505,307
Record Room	181,434	198,755	185,842	170,000	213,384
Community Response Unit	942,122	916,989	811,613	100,000	0
	11,385,043	11,527,144	11,454,540	11,665,000	12,595,000
Municipal Court					
Municipal Court	347,828	348,672	346,743	355,000	385,876
Parks and Recreation					
Government Center Maintenance	515,569	492,712	556,584	550,000	577,924
Human Services	194,440	182,786	174,664	200,000	225,000
Total Expenditures	23,339,122	23,416,291	23,153,830	23,863,756	26,254,471

General Fund

Revenues - Where it comes from...



Expenditures - Where it goes...



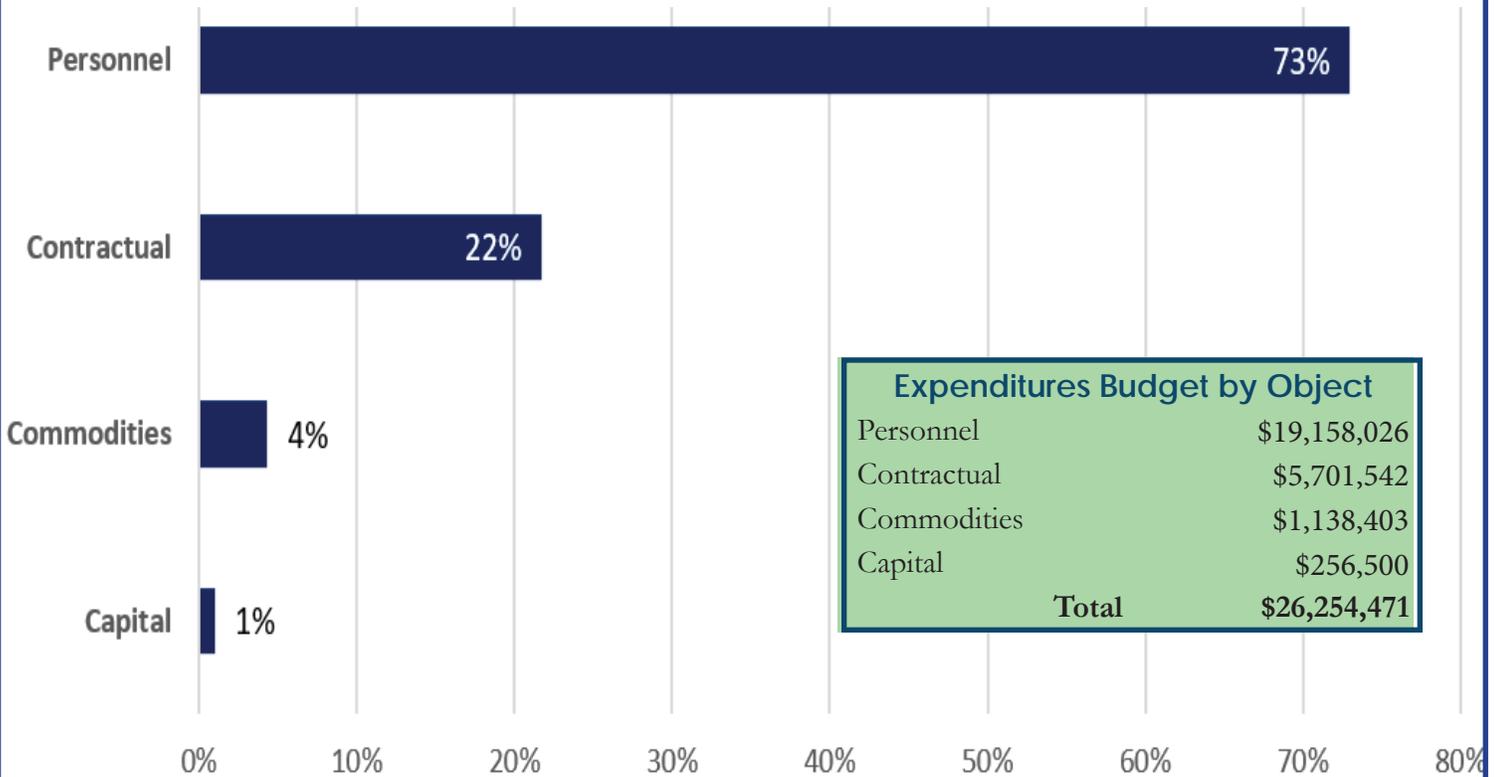
General Fund

Expenditure Budget - by Object of Expenditure

	Personnel	Contractual	Commodities	Capital	Total
Executive/Legislative					
Mayor's Office	17,056	28,300	-	-	45,356
City Council	68,226	93,800	-	-	162,026
	85,282	122,100	-	-	207,382
Administration					
City Clerk's Office	391,677	76,325	500	-	468,502
Legal Services	178,018	172,875	500	-	351,393
City Administrator's Office	239,514	20,115	-	-	259,629
Human Resources	231,260	158,002	200	-	389,462
Communications	180,551	131,879	7,750	-	320,180
Central Services	-	28,750	63,000	-	91,750
Risk Management	-	530,000	-	-	530,000
Information Technology	553,668	505,700	78,000	30,000	1,167,368
	1,774,688	1,623,646	149,950	30,000	3,578,284
Finance					
	466,690	153,045	1,000	-	620,735
Community Development					
Planning & Zoning	343,516	23,700	1,000	-	368,216
Inspections	1,675,393	64,855	18,763	-	1,759,011
	2,018,909	88,555	19,763	-	2,127,227
Economic Development					
	227,288	146,260	-	-	373,548
Public Works					
Engineering/Administration	350,420	17,630	1,300	40,000	409,350
Roads and Bridges	1,262,964	372,436	415,680	16,000	2,067,080
Stormwater	634,226	1,935	7,650	-	643,811
Solid Waste	-	1,874,000	-	-	1,874,000
Vehicle & Equipment Maintenance	366,444	52,000	150,810	-	569,254
	2,614,054	2,318,001	575,440	56,000	5,563,495
Police					
Police Administration	380,432	21,500	3,150	-	405,082
Patrol Services	5,597,493	332,625	238,500	170,500	6,339,118
Investigations	2,585,305	108,595	32,900	-	2,726,800
Communications	1,140,744	239,765	24,800	-	1,405,309
Community Services	1,447,032	14,475	43,800	-	1,505,307
Police Records	211,584	1,000	800	-	213,384
	11,362,590	717,960	343,950	170,500	12,595,000
Municipal Court					
	345,076	40,800	-	-	385,876
Parks and Recreation					
Government Center Maintenance	263,449	266,175	48,300	-	577,924
Human Services					
	-	225,000	-	-	225,000
Total Expenditures	19,158,026	5,701,542	1,138,403	256,500	26,254,471

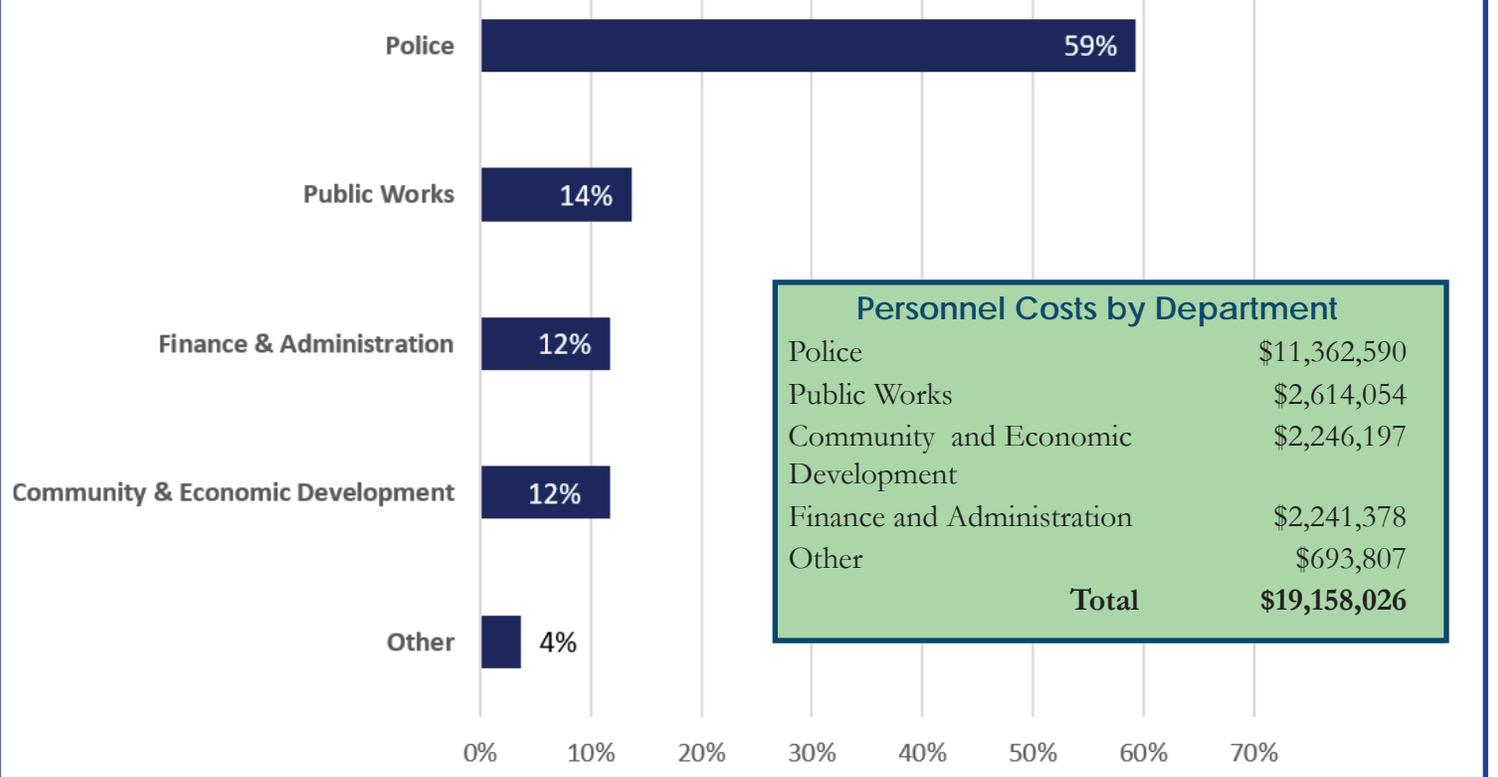
General Fund

Expenditures Budget by Object



Expenditures Budget by Object	
Personnel	\$19,158,026
Contractual	\$5,701,542
Commodities	\$1,138,403
Capital	\$256,500
Total	\$26,254,471

Personnel Costs by Department



Personnel Costs by Department	
Police	\$11,362,590
Public Works	\$2,614,054
Community and Economic Development	\$2,246,197
Finance and Administration	\$2,241,378
Other	\$693,807
Total	\$19,158,026

General Fund

General Fund Five Year Projection Revenues and Expenditures 2023 to 2027

	REVENUES AND TRANSFERS				
	2023	2024	2025	2026	2027
Gaming taxes	6,500,000	6,650,000	6,650,000	6,650,000	6,650,000
Util taxes	4,950,000	5,098,500	5,251,455	5,408,999	5,571,269
Sales tax	4,700,000	4,841,000	4,986,230	5,135,817	5,289,891
Sales tax-Pub Safety	1,700,000	1,751,000	1,803,530	1,857,636	1,913,365
Road & Bridge	2,313,572	2,413,572	2,513,572	2,613,572	2,713,572
Lic, Permits	2,163,000	2,165,000	2,165,000	1,900,000	1,900,000
Investment income	750,000	765,000	780,300	795,906	811,824
Intergovtl	360,000	360,000	360,000	360,000	360,000
Cigarette taxes	53,000	53,000	53,000	53,000	53,000
Court	750,000	800,000	900,000	950,000	1,000,000
Other	145,000	145,000	145,000	145,000	145,000
Transfers (net)	2,318,549	100,000	100,000	100,000	100,000
	26,703,121	25,142,072	25,708,087	25,969,929	26,507,921

	EXPENDITURES			
	Personnel	Contractual	Capital	Expenditures
2023	19,158,026	5,701,542	256,500	26,254,471
2024	19,541,187	5,815,573	300,000	26,817,930
2025	19,932,010	5,931,884	300,000	27,348,289
2026	20,330,650	6,050,522	350,000	27,939,255
2027	20,737,263	6,171,532	400,000	28,541,040
Annual increase	2%	2%		

	Revenues	Expenditures	
2023	26,703,121	26,254,471	448,650
2024	25,142,072	26,817,930	(1,675,858)
2025	25,708,087	27,348,289	(1,640,202)
2026	25,969,929	27,939,255	(1,969,325)
2027	26,507,921	28,541,040	(2,033,119)

*Negative amounts represent transfers from the Reserve Fund.

Streetlight Fund

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

Revenues	2020	2021	2022	2023
	Actual	Actual	Projected	Budget

Utility Taxes:

Utility Tax - Electric	283,342	303,465	310,000	312,500
Utility Tax - Gas	57,194	56,881	70,000	75,000
Utility Tax - Telecommunications	72,724	71,991	65,000	63,000
Utility Tax - Water	43,227	43,244	43,000	44,500
Total Revenue	456,487	475,581	488,000	495,000

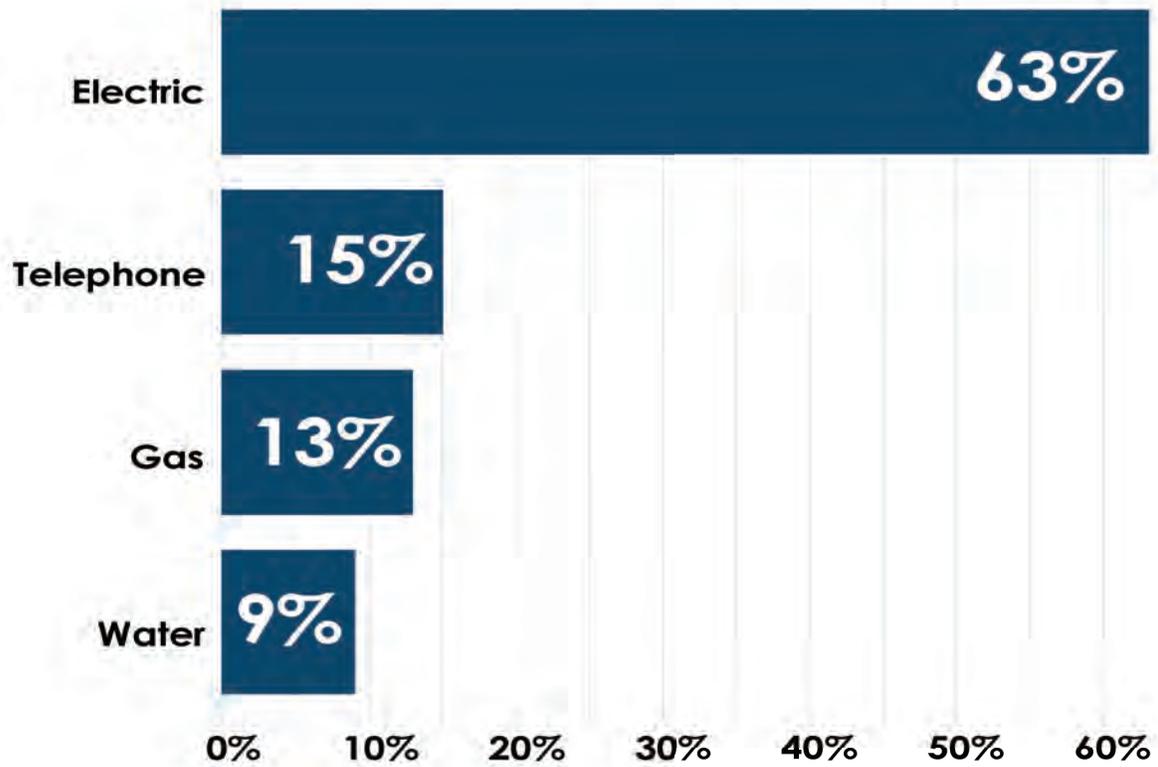
Expenditures	2020	2021	2022	2023
	Actual	Projected	Projected	Budget

Streetlights - Operations	435,879	436,556	463,500	492,200
Capital Improvements	-	-	-	-
Total Expenditures	435,879	436,556	463,500	492,200

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 2023-2027 (in thousands)

	2023	2024	2025	2026	2027
Revenues	495	505	515	525	536
Expenditures-Operations	(492)	(502)	(512)	(522)	(533)
Expenditures-Capital	(1)	(1)	(7)	(7)	(33)
Change in Fund balance	2	2	(4)	(4)	(30)
Beginning Fund balance	1,177	1,179	1,181	1,177	1,173
Ending Fund balance	1,179	1,181	1,177	1,173	1,144

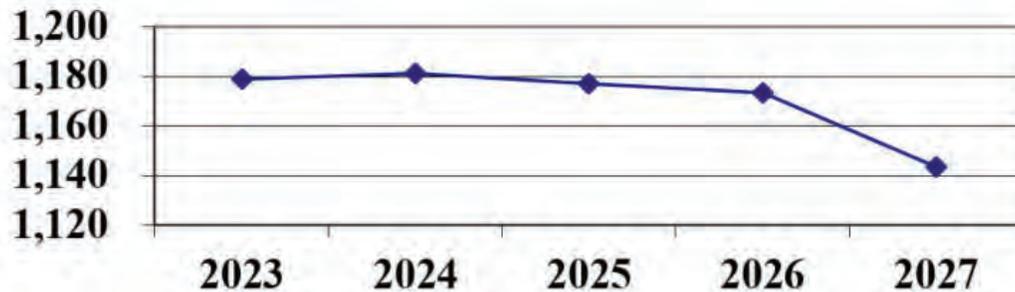
Assumptions:

Revenues increase 2% per year.

Operating expenditures increase 2% each year.

Capital expenditures per the 2023-2027 CIP.

Projected Fund Balance



Fund Balance

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

Revenues	2020 Actual	2021 Actual	2022 Projected	2023 Budget
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Hotel/Motel Tax	158,070	237,052	320,000	320,000
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Transfer from Reserve Fund	-	100,000	-	
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Expenditures	2020 Actual	2021 Actual	2022 Projected	2023 Budget
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Community Development

Tourism	377,718	218,068	236,050	300,000
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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	2020 Actual	2021 Actual	2022 Estimated	2023 Budget
Gaming Tax		-	2,700,000	2,781,000
<u>Intergovernmental Revenues</u>				
Municipal Parks Commission	-	-	-	-
St Louis Community Foundation (Sustainability)		850,000	-	-
ROW Tree Replacement	14,000		-	-
Federal STP - Adie Road Rehabilitation				820,000
Federal STP-Fee Fee Road Rehabilitation	-	-	630,000	630,000
	14,000	850,000	630,000	1,450,000
<u>Other</u>				
Unspent encumbrances	353,733	-	-	-
Miscellaneous	-	-	-	-
	353,733	-	-	-
Total Revenue	367,733	850,000	3,330,000	4,231,000

Transfers from other Funds:

Transfer from Streetlight Fund	1,000,000
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Expenditures	2020 Actual	2021 Actual	2022 Estimated	2023 Budget
Capital Project Management	182,663	243,369	233,913	246,426
Stormwater capital projects	1,666,494	635,000	1,335,000	3,730,000
Concrete Slabs and Sidwalk Replacement Sidewalk Construction				
ADA Transition Plan				
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	335,930	2,270,332	3,240,000	3,820,000
Total Expenditures	2,410,168	4,248,701	4,808,913	7,796,426

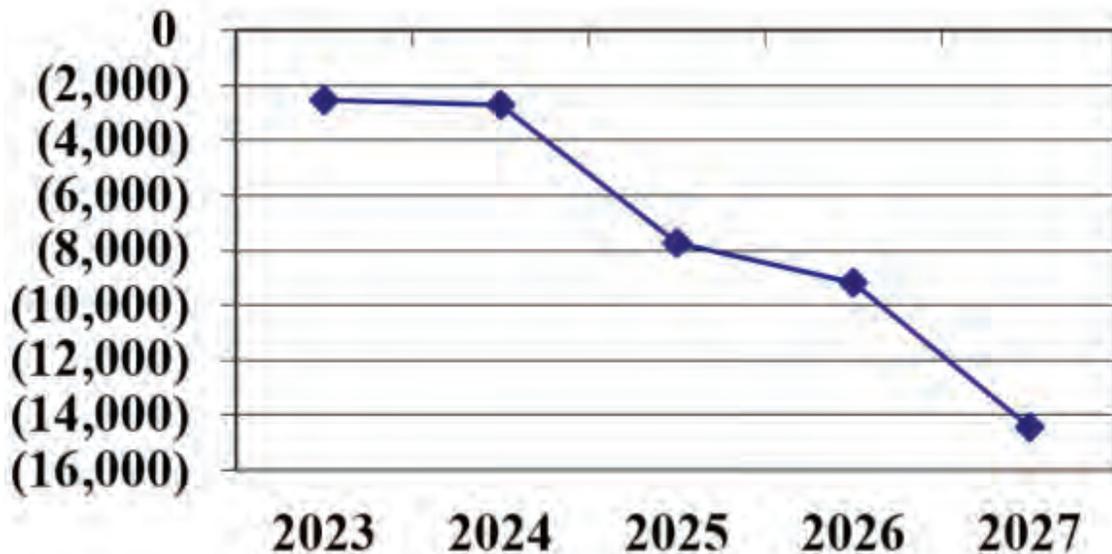
Capital Improvement Fund

Capital Improvement Fund Five Year Projection Revenues & Expenditures 2023-2027 (in thousands)

	2023	2024	2025	2026	2027
Revenues-Gaming taxes	2,781	2,850	2,850	2,850	2,850
Grants/contrib	1,450	-	-	-	-
Capital Proj Mgmt	(246)	(253)	(261)	(269)	(277)
Expenditures-Projects	(7,550)	(2,800)	(7,585)	(4,015)	(7,850)
Change in Fund balance	(3,565)	(203)	(4,996)	(1,434)	(5,277)
Beginning Fund balance	1,039	(2,526)	(2,729)	(7,725)	(9,159)
Ending Fund balance	(2,526)	(2,729)	(7,725)	(9,159)	(14,436)

Capital Project expenditures per the 2023-2027 CIP

Projected Fund Balance



Fund Balance

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

Revenues	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Interest	6,490	-	-	-
Intergovernmental Revenues	198,858	-	60,000	100,000
Transfer from General Fund	9,900	-	-	-
Sale of Capital Asset	-	-	-	-
Total Revenues	215,247	-	60,000	100,000

Expenditures	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Police	151,298	163,448	216,500	114,200
Total Expenditures	151,298	163,448	216,500	114,200

Parks Fund

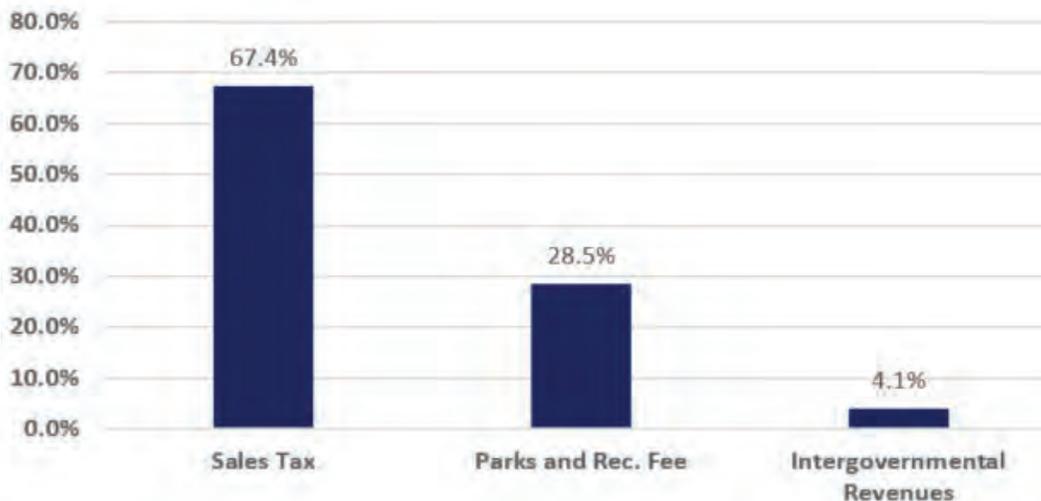


The Parks Fund was established in 1996 to account for the revenues derived from a one-half cent sales tax approved by city voters in 1995. In previous years, the Parks Fund received 4% of Gaming tax revenues and shared the one-half cent sales tax with the Stormwater Fund. Effective 2015, city policy 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	2020 Actual	2021 Actual	2022 Projected	2023 Proposed
Sales Tax	4,163,097	4,289,765	4,650,000	4,743,000
User Fees				
Aquaport	2,310	498,390	449,924	635,000
Sportport	87,613	87,614	88,000	88,000
Recreation	198,028	368,073	485,400	540,000
Community Center	448,335	631,725	690,000	745,000
Total User Fees	736,286	1,585,802	1,713,324	2,008,000
Intergovernmental Revenues	210,527	-	525,000	286,000
Donations - Sustainability Center			-	-
Other Revenues	125,110	6,308	-	-
Total Park Fund Revenue	5,235,020	5,881,875	6,888,324	7,037,000

Revenues - Where it comes from...



Parks Fund

Expenditures	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Operations				
Administration	128,970	21,844	130,000	164,624
Recreation Services	1,790,435	1,844,787	2,200,000	2,519,789
Community Center	892,474	899,327	900,000	1,055,098
Aquaport	39,705	601,500	575,000	741,456
Parks Maintenance	722,975	789,919	800,000	1,002,031
	3,574,559	4,157,377	4,605,000	5,482,998
Other Capital Improvements				
Aquaport renovations	4,890,889	139,704	-	-
Sustainability Center Phase II	-	-	-	-
Vago & Parkwood Playground Replacement	-	-	-	286,000
Playground Resurfacing				
Fee Fee Ballfields	-	93,902	384,000	-
	4,890,889	233,607	384,000	286,000
Total Park Fund Expenditures	8,465,448	4,390,984	4,989,000	5,768,998
Transfers to Other Funds:				
Transfer to Ice Center Fund	150,000	175,000	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
	1,235,000	1,260,000	1,260,000	1,260,000
Total Expenditures and Transfers	9,700,448	5,650,984	6,249,000	7,028,998

Parks Fund

Parks Fund Five Year Projection Revenues & Expenditures 2023-2027 (in thousands)

	2023	2024	2025	2026	2027
Revenues-Sales tax	4,743	4,838	4,935	5,033	5,134
Revenues-Recreation	1,285	1,650	1,675	1,700	1,750
Revenues-Aquaport	635	635	635	635	635
Grants (related to Capital)	286	450	500	450	500
Revenues-Other	88	67	67	67	67
Total revenues	7,037	7,640	7,812	7,885	8,086
Expenditures-Parks & Rec	(5,483)	(5,647)	(5,817)	(5,991)	(6,171)
Capital Improvements	(286)	(550)	(450)	(575)	(575)
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	8	182	285	59	80
Beginning Fund balance	3,662	3,670	3,852	4,137	4,196
Ending Fund balance	3,670	3,852	4,137	4,196	4,276

Assumptions:

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

Sales tax increases 2% per year in 2024-2027

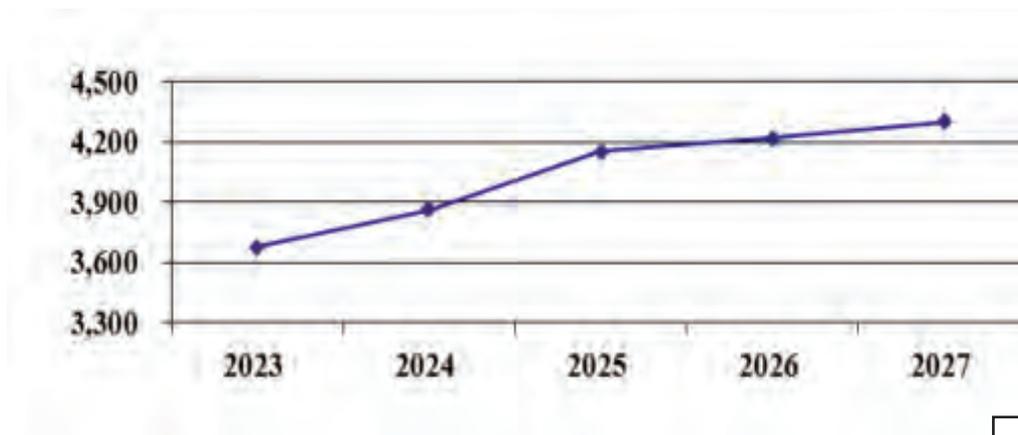
Recreation revenues average \$1.68m from 2024 to 2026. (based on 2019 level)

Expenditures for operations increase 3% each year.

Capital expenditures per Capital Improvement Plan.

Community Center debt service is funded by Parks Fund.

Projected Fund Balance - (in thousands)



Fund Balance

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	2020 Actual	2021 Actual	2022 Estimated	2023 Budget
Transfer from General Fund***	97,129.00	1,622,306	193,722	448,650
Repayment of Advance to Ice Center	-	1,000,000		
Total Transfers In	97,129.00	2,622,306	193,722	448,650

Other Uses	2020 Actual	2021 Actual	2022 Estimated	2023 Proposed
Advance to Ice Center	-	-	-	-
Transfer to General Fund***	-	-	-	-
Transfer to Tourism Fund	-	100,000		
Transfer to Ice Center Fund-Construction*	-	-	-	-
Transfer to Ice Center Subordinate Bonds***	-	-	-	344,000
Transfer to Ice Center Fund-Financing Agreement**	6,261,450	625,000	625,000	625,000
Total Transfers Out	6,261,450	725,000	625,000	969,000

*-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, backstop the debt service reserve up to \$625,000 of bonds issued for the construction of the Ice Center

***Assumes use of \$3.3M of federal assistance from American Rescue Plan for trash hauling.

Reserve Fund

Reserve Fund Five Year Projection 2023-2027 (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:

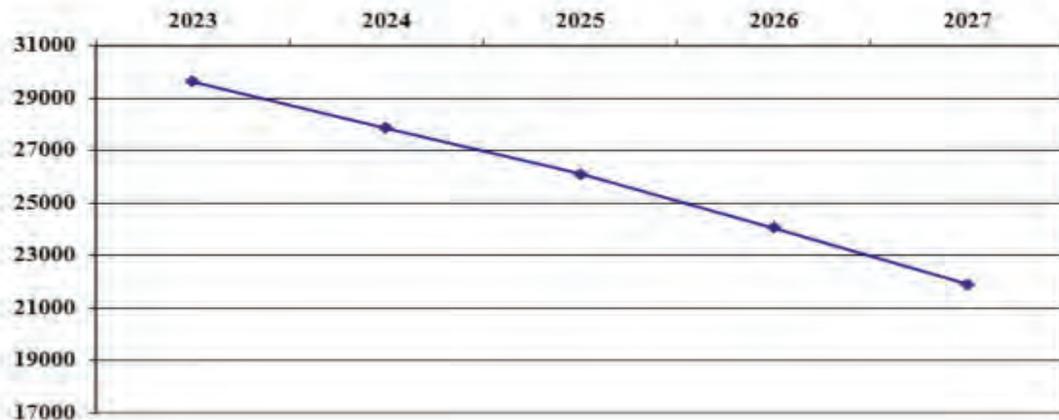
	2023	2024	2025	2026	2027
Contingency needs	0	(100)	(100)	(100)	(100)
Transfer from(to) General Fund*	449	(1,676)	(1,640)	(1,969)	(2,033)
Change in Fund balance	449	(1,776)	(1,740)	(2,069)	(2,133)
Beginning Fund balance	29,181	29,630	27,854	26,114	24,045
Ending Fund balance	29,630	27,854	26,114	24,045	21,912

*Annual surplus/deficit in the General Fund.

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

	2023	2024	2025	2026	2027
Beginning Fund balance (adjusted)	29,181	28,661	25,900	23,165	20,082
Change in Fund balance (above)	449	(1,776)	(1,740)	(2,069)	(2,133)
Backstop to Ice Center debt	(625)	(625)	(625)	(625)	(625)
Backstop to Ice Center debt (subordinate bonds)	(344)	(360)	(370)	(389)	(402)
Ending Fund balance	28,661	25,900	23,165	20,082	16,922

Projected Fund Balance (No Backstop payments)



Fund Balance

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	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Intergovernmental Revenues	-	2,719,666	2,772,080	-
Total Revenues	-	2,719,666	2,772,080	-

Transfers	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Transfer to General Fund*	-	1,464,354	1,808,843	2,218,549
Total Transfers	-	1,464,354	1,808,843	2,218,549

*Transfer to General fund to cover eligible expenditures for trash hauling services.

Sewer Lateral Fund



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

Revenues	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Sewer Lateral Fees	371,985	374,396	375,000	375,000
Total Revenues	371,985	374,396	375,000	375,000

Expenditures	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Public Works				
Sewer Lateral	284,175	244,225	270,000	266,133

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

Revenues	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Intergovernmental	4,608	2,420	7,000	7,000

Expenditures	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Police	13,999	11,610	20,100	5,800

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

Revenues	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Incremental taxes	231,231	313,247	325,000	332,000
Total Revenues	231,231	313,247	325,000	332,000

Other Sources:

Sale of TIF Property	349,490	-		-
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Expenditures	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Economic Development	249,970	498,719	150,000	150,000
Total Expenditures	249,970	498,719	150,000	150,000

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

Revenues	2020	2021	2022	2023
	Actual	Actual	Projected	Budget
<u>Revenues</u>				
Incremental taxes	1,682,364	871,648	1,083,103	1,158,000
Special District Revenues	1,547,360	494,051	1,500,000	1,512,000
Investment Income	8,830	223	7,000	10,000
Total Revenues	3,238,554	1,365,922	2,590,103	2,680,000
<u>Other Sources:</u>				
Issuance of Notes	-	-	-	-
Issuance of Bonds	20,355,000	-	-	-
<u>Expenditures</u>				
Expenditures	2020	2021	2022	2023
	Actual	Actual	Projected	Budget
<u>Expenditures:</u>				
Economic Development	-	-	-	-
Payments to MHFPD	-	-	-	-
Trustee Fees/Contractual	3,848	-	-	-
Debt Service	3,720,866	1,836,931	2,800,000	2,600,000
Total Expenditures	3,724,715	1,836,931	2,800,000	2,600,000
<u>Other Uses:</u>				
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

Revenues	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Business licenses (billboards)	9,000	19,125	20,000	16,000
			-	-
Total Revenues	9,000	19,125	20,000	16,000

Expenditures	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Parks and Recreation				
Beautification	3,155	3,740	10,400	15,000

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

Transfers-in	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Transfer from Parks Fund	985,000	985,000	985,000	985,000
Investment Interest	5	5	4	5
Total Transfers	985,005	985,005	985,004	985,005

Expenditures	2020 Actual	2021 Actual	2022 Projected	2023 Budget
Principal	650,000	665,000	675,000	690,000
Interest	327,233	314,083	300,683	286,860
Trustee Fees	6,813	2,279	2,279	2,300
Total Expenditures	984,046	981,362	977,962	979,160



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	Severance Fund	Total
Engineering & Administration	409,350				409,350
Bricks & Bridges	2,056,121				2,056,121
Stormwater	643,911				643,911
Streetlighting		492,200			492,200
Solid Waste	1,874,000				1,874,000
Vehicle & Equip. Maintenance	563,921				563,921
Severance Fund Expenses				270,000	270,000
Capital Projects		1,000	7,350,000		7,351,000
Capital Project Management			248,426		248,426
Total	55,547,205	549,200	57,796,426	5276,000	114,106,829

Organization Chart

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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.

The stack of pages includes:

- Capital Item**: Details for the purchase of a vehicle at the Government Center.
- Organizational Chart**: Shows the structure of the Public Works department.
- Commodities**: Lists various goods and services purchased.
- Contractual Services**: Details for services provided by external vendors.
- Personnel Services**: Details for salaries and benefits for staff.
- 2022 Programmatic Goals - Status**: A table tracking the progress of various goals.
- Engineering and Administration**: A detailed page for a specific program, including:
 - Performance Measures**: Key indicators for program success.
 - Program Activities**: A list of tasks and projects.
 - Strategic Goal(s) Activity for 2022**: A table detailing specific activities and their status.
 - 2023 Programmatic Goals**: A table listing goals for the upcoming year.

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Program Budgets

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	409,350				409,350
Roads & Bridges	2,056,121				2,056,121
Stormwater	643,811				643,811
Streetlighting		492,200			492,200
Solid Waste	1,874,000				1,874,000
Vehicle & Equip. Maintenance	563,921				563,921
Sewer Lateral Repairs				270,000	270,000
Capital Projects		1,000	7,550,000		7,551,000
Capital Projects Management			246,426		246,426
Total	\$5,547,203	\$493,200	\$7,796,426	\$270,000	\$14,106,829

Organization Chart

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graph TD
    CA[City Administrator] --> DPW[Director of Public Works]
    DPW --> EA[Executive Assistant]
    DPW --> E1[Engineer (2)]
    DPW --> CI[Construction Inspector]
    DPW --> ET[Engineer Tech]
    E1 --> I[Intern (25)]
    E1 --> PM[Project Manager]
    CI --> OM[Operations Manager]
    OM --> AA[Administrative Assistant]
    OM --> CL1[Crew Leader (2) Roads & Bridges]
    OM --> MW1[Maintenance Worker (9)]
    OM --> SMW[Seasonal Maintenance Worker (75)]
    OM --> CL2[Crew Leader - Stormwater]
    CL2 --> MW2[Maintenance Worker (3)]
    OM --> FMS[Fleet Maintenance Supervisor]
    FMS --> M1[Mechanic (2)]
    FMS --> MH[Mechanic Helper]
    
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Departmental programs

Funding sources

Total department budget

Organization of positions within department

Program Budgets

General Fund				
Engineering and Administration				
Department	No.	Program	No.	Program Manager
Public Works	50	Engineering & Admin.	001	Director of Public Works
Program Activities				
<i>Department Administration</i>				
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.				
<i>Engineering</i>				
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 2023				
Goal 7: Creating Identity				
Objective: Improve signage at significant entry points.				
Activities and Steps				
1. Develop entry signage/monuments.				
2. Install way finding signs.				
2023 Programmatic Goals				
Goals				
Submit 5-year capital improvement program update by end of September 2023.				
Begin all approved and funded capital improvement program projects by December 2023.				
Process 90% of right-of-way permits within three (3) working days.				

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)

2022 Programmatic Goals - Status		
Goals	Status	Comments
Submit 5-year capital improvement program update by end of September 2022.	Goal met	
Begin all approved and funded capital improvement program projects by December 2022.	In progress	
Process 90% of right-of-way permits within three (3) working days.	Ongoing	

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Right-of-way use permits	239	220	230	230
Right-of-way permits processed within three (3) working days.	100%	100%	100%	100%

Benchmarks, efficiency measures and timetables of the program

Program Budgets



Annual Budget -2023
General Fund

DEPARTMENT	NUMBER	PROGRAM	NUMBER
Public Works	50	Roads & Bridges	002
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	1,179,721	1,262,180	1,252,005
CONTRACTUAL SERVICES	224,365	374,556	372,436
COMMODITIES	301,006	404,080	415,680
CAPITAL	0	0	16,000
TOTAL EXPENDITURES	1,705,092	2,040,816	2,056,121
Personnel Schedule			
Position	2021	2022	2023
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

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

*Line Item
Account Numbers*



Annual Budget -2023
General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Public Works		50	Roads & Bridges			002
Contractual Services		2021	2022	2023		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
720.11	MISC. CONTRACTUAL	81,934	226,580	222,600	Smart phones (4)	2,400
					Facility maintenance	7,300
					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	50,000
					Weather forecast service	3,600
					Irrigation repairs at Dorsett/270 interchange	40,000
					Roof Coating Maintenance Facility	65,000
720.18	LEVEE DISTRICT ASSESSMENT	88,550	88,576	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	815	3,500	3,500	Specialized equipment (as needed)	3,500
720.30	UTILITIES SERVICES	51,301	50,000	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	1,765	2,400	4,260	See professional development request	4,260
720.79	PROP. RESTORATION	0	500	500	Small claims	500
	TOTALS	224,365	374,556	372,436		

Budget source

Specific planned expenditures within line item

Program Budgets



Annual Budget -2023

General Fund

DEPARTMENT	NUMBER	PROGRAM	NUMBER
Public Works	50	Roads & Bridges	002
Professional Development Request			
Organization/Conference	Location	Amount	Detail
AMERICAN PUBLIC WORKS ASSN		185	Annual membership
APWA MEMBERSHIP STL METRO BRANCH	St. Louis, MO	300	Membership dues & mtgs.
APWA MO CHAPTER SPRING CONFERENCE	TBD	500	Annual conference
APWA SNOW CONFERENCE	Omaha, NE	1,800	Snow conference
INT'L SOCIETY OF ARBORCULTURE		175	Membership dues
TRAINING/SKILL DEVELOPMENT	Local	1,300	Annual program (13)
	TOTAL REQUEST	4,260	

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 -2023

General Fund

DEPARTMENT	NUMBER	PROGRAM	NUMBER		
Public Works	50	Roads & Bridges	002		
Capital Request					
Capital Item	Number Requested	Replace/ Add	Unit Cost	Total Cost	Description
UTILITY VEHICLE	1	A	16,000	16,000	Improve efficiency with Right of Way crew.
TOTAL REQUEST				16,000	

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.

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



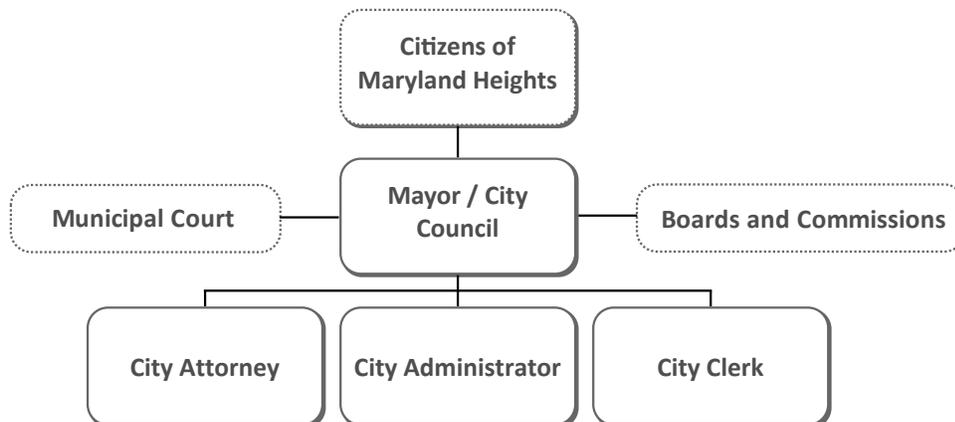
Executive/Legislative

Executive/Legislative

Department Summary

<u>Program</u>	<u>General Fund</u>	<u>Total</u>
Mayor's Office	45,356	45,356
City Council	162,026	162,026
Total	\$207,382	\$207,382

Organization Chart



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 Executive/Legislative	NUMBER 10	PROGRAM Mayor's Office	NUMBER 001
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	15,616	15,625	17,056
CONTRACTUAL SERVICES	17,610	29,900	28,300
TOTAL EXPENDITURES	33,226	45,525	45,356
Personnel Schedule			
Position	2021	2022	2023
MAYOR*			
* NOT COUNTED IN FTE			
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM		NUMBER
Executive/Legislative		10	Mayor's Office		001
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	14,400	14,400	14,400	Mayor 14,400
711.00	BENEFITS	1,216	1,225	2,656	FICA 1,101 Workers' compensation 43 Other 1,512
	TOTALS	15,616	15,625	17,056	



DEPARTMENT Executive/Legislative		NUMBER 10	PROGRAM Mayor's Office			NUMBER 001
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	661	600	600	Smart phones (1)	600
720.51	PROFESSIONAL DEVELOPMENT	15,639	23,450	24,850	See professional development request	24,850
720.54	PUBLIC RELATIONS	1,310	5,000	2,000	Meetings, awards	2,000
720.80	VEHICLE REIMBURSEMENT	0	850	850	Mileage reimbursement	850
	TOTALS	17,610	29,900	28,300		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Executive/Legislative	10	Mayor's Office	001
Professional Development Request			
Organization/Conference	Location	Amount	Detail
HOME DOCK CITIES MEMBERSHIP	Annual Dues	15,000	
MEETINGS & SEMINARS	Various (1)	5,000	Hosting Metro Municipal League meeting; meeting with legislators at Legislative Conference; meetings with officials, community leaders, sympathy
METRO MAYORS	Various	350	Annual dues
MML CONFERENCE	Kansas City, MO	2,000	Annual conference
MML LEGISLATIVE CONFERENCE	Jefferson City, MO	500	Registration, accommodations and food
NLC CONF.	Atlanta, Georgia	2,000	Annual conference
	TOTAL REQUEST	24,850	

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.

2023 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.

Participate with Home Dock Cities to control illegal gaming.

2022 Programmatic Goals Status

Goals	Status	Comments
Block efforts by state legislature to redistribute gaming tax revenue.	Ongoing	
Maintain reserves at established target level.	In progress	
Re-evaluate reserve fund policies and goals.	Ongoing	Pandemic has caused atypical reserve spending.
Update and complete a strategic plan for the City.	In progress	
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	

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
City as place to raise a family rating	94%	94%	94%	94%
City going the right direction rating	85%	85%	85%	85%
Overall rating of city government	85%	85%	85%	85%
Spending rating "excellent" or "good"	75%	75%	75%	75%



Annual Budget -2023

General Fund

DEPARTMENT	NUMBER	PROGRAM	NUMBER
Executive/Legislative	10	City Council	002
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	62,750	62,784	68,226
CONTRACTUAL SERVICES	65,568	73,285	93,800
TOTAL EXPENDITURES	128,318	136,069	162,026
Personnel Schedule			
Position	2021	2022	2023
CITY COUNCIL MEMBERS (8)*			
* NOT COUNTED IN FTE			
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT		NUMBER	PROGRAM		NUMBER
Executive/Legislative		10	City Council		002
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	57,600	57,600	57,600	City Council 57,600
711.00	BENEFITS	5,150	5,184	10,626	FICA 4,406 Workers' compensation 172 Other 6,048
	TOTALS	62,750	62,784	68,226	



DEPARTMENT		NUMBER	PROGRAM		NUMBER
Executive/Legislative		10	City Council		002
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
720.11	MISC. CONTRACTUAL	42,130	45,000	45,000	Legislative liaison 45,000
720.51	PROFESSIONAL DEVELOPMENT	23,438	28,285	48,800	See professional development request 48,800
	TOTALS	65,568	73,285	93,800	



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Executive/Legislative	10	City Council	002
Professional Development Request			
Organization/Conference	Location	Amount	Detail
CHAMBER OF COMMERCE		15,000	All city dues, premier partner membership, awards luncheon, golf tournament sponsorship, special event sponsorship
MEETINGS & SEMINARS	Local	2,000	Local training and meetings
METRO MUNICIPAL LEAGUE		7,200	Membership dues
MISSOURI MUNICIPAL LEAGUE (MML)		3,200	Membership dues
MML CONFERENCE	Kansas City, MO	8,000	Annual conference
MML LEGISLATIVE CONFERENCE	Jefferson City, MO	1,500	Meet with State legislators
NLC CONFERENCE	Atlanta, Georgia	10,000	Annual conference
NLC DUES		1,900	Membership dues
	TOTAL REQUEST	48,800	



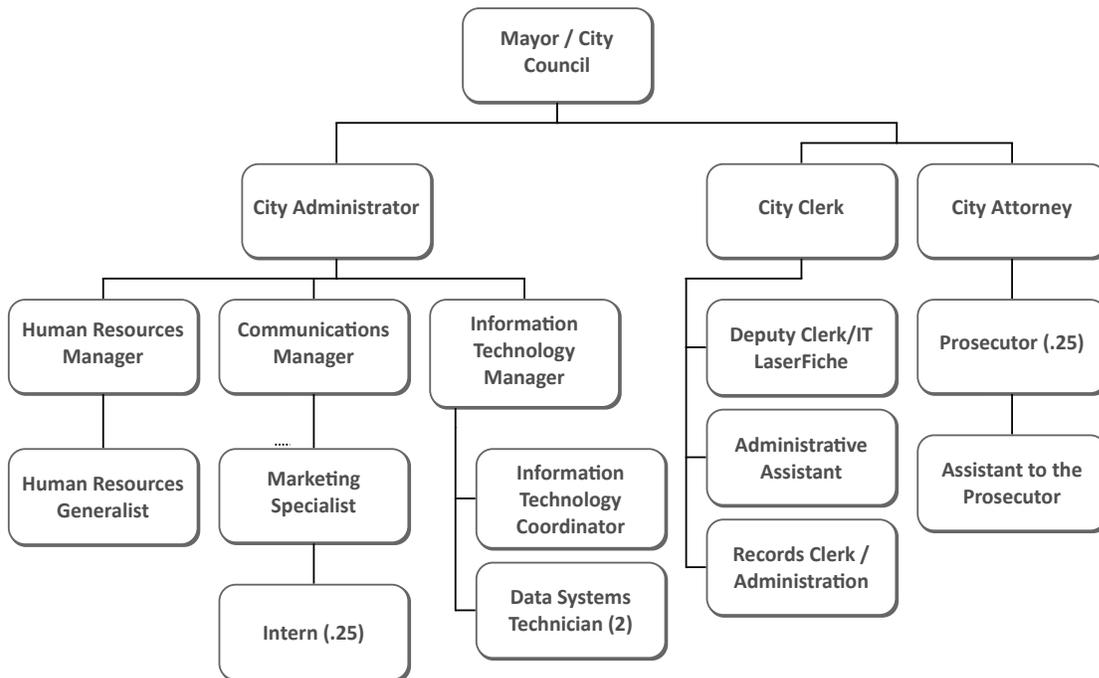
Administration

Administration

Department Summary

<u>Program</u>	<u>General Fund</u>	<u>Total</u>
City Clerk's Office	468,502	468,502
Legal Services	351,393	351,393
City Administrator's Office	259,629	259,629
Human Resources	389,462	389,462
Communications	320,180	320,180
Central Services	91,750	91,750
Risk Management	530,000	530,000
Information Technology	1,167,368	1,167,368
Total	\$3,578,284	\$3,578,284

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, itinerant merchant 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.

2023 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. Workflow programs are currently in use by maintenance, streets, finance and parks departments.
Introduce the use of Laserfiche forms to the City's website to enable fillable forms that will be directly sent to staff.
Combine Business License and Vending Machine License Process and eliminate the need for vending stickers.

2022 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	
Continue converting records to digital format. This is an ongoing project.	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	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Billboard licenses issued	22	22	22	22
Business licenses issued (includes home-based)	1,875	2,035	1,681	1,800
Event Security Applications	2	18	35	40
Itinerant merchant licenses issued	3	5	20	22
Liquor licenses issued (including picnic and caterer)	80	180	91	100
Minutes completed	95	120	120	128
Ordinances passed	90	100	90	95
Records archived	24,426	35,000	35,000	35,000
Requests for public records	220	300	330	430
Resolutions passed	16	20	25	25
Solicitor licenses issued	4	75	4	6
Special event licenses issued	11	50	50	50
Telecommunications antenna licenses issued	31	31	31	31
Tourism tax (# of hotels)	23	23	23	23
Vending licenses stickers	920	1,000	747	750



DEPARTMENT Administration	NUMBER 20	PROGRAM City Clerk's Office	NUMBER 001
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	355,849	369,548	391,677
CONTRACTUAL SERVICES	33,164	61,145	76,325
COMMODITIES	793	500	500
TOTAL EXPENDITURES	389,806	431,193	468,502
Personnel Schedule			
Position	2021	2022	2023
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		NUMBER	PROGRAM		NUMBER
Administration		20	City Clerk's Office		001
Personnel Services		2021	2022	2023	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail
710.00	SALARIES	261,711	271,658	291,968	Supervisory 97,349 Regular 185,461 Overtime 1,500 Longevity pay 7,658
711.00	BENEFITS	94,138	97,890	99,709	FICA 22,332 Workers' compensation 851 Health insurance 41,709 Life & Disability insurance 2,826 Dental insurance 1,336 Pension 30,655
	TOTALS	355,849	369,548	391,677	



Annual Budget -2023

General Fund

DEPARTMENT Administration		NUMBER 20	PROGRAM City Clerk's Office			NUMBER 001
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	5,280	6,200	9,300	Municipal code supplements (2)	5,000
					Data destruction services including 2 citywide paper-shredding events	4,300
720.25	DATA PROCESSING	11,572	28,000	40,500	Laserfiche maintenance and support	9,500
					Archive social annual maintenance	5,000
					Laserfiche public portal	10,000
					Oversized document scanning	10,000
					Public Portal Laserfiche Server	6,000
720.51	PROFESSIONAL DEVELOPMENT	2,033	11,145	10,725	See professional development request	10,725
720.80	VEHICLE REIMBURSEMENT	11	500	500	Mileage reimbursement	500
720.84	ADVERTISING	38	300	300	Public notices	300
720.85	ELECTION EXPENSE	14,230	15,000	15,000	April election	15,000
	TOTALS	33,164	61,145	76,325		



DEPARTMENT Administration	NUMBER 20	PROGRAM City Clerk's Office	NUMBER 001
Professional Development Request			
Organization/Conference	Location	Amount	Detail
IIMC		360	Membership dues (2)
IIMC CONFERENCE	Minneapolis, MN	2,000	Annual conference
LASERFICHE EMPOWER	Dallas, TX	2,000	Annual conference
MML CONFERENCE		3,000	Annual conference (2)
MOCCFOA EASTERN DIVISION		35	Membership dues (2)
MOCCFOA EASTERN DIVISION	Local	480	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
	TOTAL REQUEST	10,725	



DEPARTMENT Administration		NUMBER 20	PROGRAM City Clerk's Office		NUMBER 001
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	793	500	500	Office specific supplies 500
	TOTALS	793	500	500	

Legal Services

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals

Goals

Provide City Council quarterly litigation updates.

2022 Programmatic Goals - Status

Goals

Provide City Council quarterly litigation updates.

Status

Ongoing

Comments

Performance Measures

Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
PA Clerk - discovery requests processed	400	400	400	400
PA Clerk - entries processed	2,500	2,500	2,500	2,500
PA Clerk - municipal citations filed	12,000	12,000	12,000	12,000
PA Clerk - police reports filed	2,400	2,400	2,400	2,400
PA Clerk - recommendation letters sent	2,500	2,500	2,500	2,500



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Administration	20	Legal Services	002
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	139,648	171,525	178,018
CONTRACTUAL SERVICES	135,769	171,750	172,875
COMMODITIES	0	500	500
TOTAL EXPENDITURES	275,417	343,775	351,393
Personnel Schedule			
Position	2021	2022	2023
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



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Administration		20	Legal Services			002
Personnel Services		2021	2022	2023	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
710.00	SALARIES	113,717	142,531	148,481	Regular	68,891
					Part-time	75,000
					Overtime	2,000
					Longevity pay	2,590
711.00	BENEFITS	25,931	28,994	29,537	FICA	11,358
					Workers' compensation	414
					Health insurance	9,028
					Life & Disability insurance	688
					Dental insurance	334
					Pension	7,715
	TOTALS	139,648	171,525	178,018		



Annual Budget -2023

General Fund

DEPARTMENT Administration		NUMBER 20	PROGRAM Legal Services			NUMBER 002
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	18,002	20,000	20,000	Outside counsel, litigation, appraisals, experts, court reporters, transcripts	20,000
720.13	LEGAL SERVICES	116,332	150,000	150,000	City Attorney	150,000
720.51	PROFESSIONAL DEVELOPMENT	1,435	1,750	2,875	See professional development request	2,875
	TOTALS	135,769	171,750	172,875		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Administration	20	Legal Services	002
Professional Development Request			
Organization/Conference	Location	Amount	Detail
MACA DUES		75	
MACA FALL CONFERENCE	Various	1,000	Annual conference
MACA SPRING CONFERENCE	Lake Ozark, MO	1,500	
MSLACA DUES		50	Annual dues
OTHER LOCAL MEETINGS		250	
	TOTAL REQUEST	2,875	



Annual Budget -2023

General Fund

DEPARTMENT Administration		NUMBER 20	PROGRAM Legal Services		NUMBER 002
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	0	500	500	Office supplies 500
	TOTALS	0	500	500	

City Administrator's Office

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals

Goals

- Provide City Council with Quarterly updates pertaining to goals and financial reports.
- Present update of 5-year financial projection to the City Council by August 15, 2023.
- Submit proposed 2024 budget to the City Council by November 4, 2023.

2022 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, 2022.	Goal met	
Provide the City Council with an annual Key Performance Indicators report by September 15, 2022.	Not met	
Provide update of 5-year financial projection to the City Council by August 15, 2022.	Goal met	
Review the current Pay and Classification Plan and make recommendations for 2022 Fiscal year by August 2021.	Goal met	



Annual Budget -2023

General Fund

DEPARTMENT Administration	NUMBER 20	PROGRAM City Administrator's Office	NUMBER 003
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	271,628	230,576	239,514
CONTRACTUAL SERVICES	7,997	18,615	20,115
TOTAL EXPENDITURES	279,625	249,191	259,629
Personnel Schedule			
Position	2021	2022	2023
CITY ADMINISTRATOR	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	1.00	1.00	1.00



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Administration		20	City Administrator's Office			003
Personnel Services		2021	2022	2023	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
710.00	SALARIES	212,261	178,990	187,999	Supervisory	187,425
					Longevity pay	574
711.00	BENEFITS	59,367	51,586	51,515	FICA	14,381
					Workers' compensation	562
					Health insurance	14,625
					Life & Disability insurance	1,874
					Dental insurance	334
					Pension	19,739
	TOTALS	271,628	230,576	239,514		



Annual Budget -2023

General Fund

DEPARTMENT Administration		NUMBER 20	PROGRAM City Administrator's Office			NUMBER 003
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	719	600	600	Smart phones (1)	600
720.51	PROFESSIONAL DEVELOPMENT	1,278	7,015	8,515	See professional development request	8,515
720.54	PUBLIC RELATIONS	0	5,000	5,000	Public relations	5,000
720.80	VEHICLE REIMBURSEMENT	6,000	6,000	6,000	Admin Car Allowance	6,000
	TOTALS	7,997	18,615	20,115		



DEPARTMENT		NUMBER	PROGRAM	NUMBER
Administration		20	City Administrator's Office	003
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
ICMA		1,300	Membership dues	
ICMA CONFERENCE	Columbus, OH	2,000		
MCMA REGIONAL CONFERENCE	TBD	1,000		
MEETINGS & SEMINARS	Local	1,500	Meetings, committees, and seminars(2)	
MML CONFERENCE	Lake Ozark, MO	1,000		
MO CITY MGMT ASSOCIATION		115	Membership dues	
NLC	Atlanta, Georgia	1,500		
SLACMA		100	Membership dues	
	TOTAL REQUEST	8,515		

Human Resources

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals

Goals

- Implement Munis Software/HR component.
- Investigate adding a Healthy market for employees.
- Streamline processes and procedures.
- Expand orientation and training curriculum.

2022 Programmatic Goals - Status

Goals	Status	Comments
Review/revise employee evaluation form.	Goal met	
Review/revise employee job descriptions.	In progress	
Quarterly supervisory training.	Ongoing	

Performance Measures

Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Number of employees requesting tuition reimbursement	7	7	10	10
Number of courses requested for tuition reimbursement	14	14	18	18



DEPARTMENT Administration	NUMBER 20	PROGRAM Human Resources	NUMBER 004
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	222,949	210,357	231,260
CONTRACTUAL SERVICES	122,838	155,902	158,002
COMMODITIES	1,095	200	200
TOTAL EXPENDITURES	346,882	366,459	389,462
Personnel Schedule			
Position	2021	2022	2023
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
Administration		20	Human Resources			004
Personnel Services		2021	2022	2023	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
710.00	SALARIES	171,585	159,234	180,401	Supervisory	93,949
					Regular	68,891
					Overtime	1,000
					Supplementary salaries	15,000
					Longevity pay	1,561
711.00	BENEFITS	51,364	51,123	50,859	FICA	12,652
					Workers' compensation	490
					Health insurance	18,056
					Life & Disability insurance	1,627
					Dental insurance	668
					Pension	17,366
	TOTALS	222,949	210,357	231,260		



DEPARTMENT Administration		NUMBER 20	PROGRAM Human Resources			NUMBER 004
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	78,353	76,195	82,295	Employee assistance program	8,500
					Employee recognition events	15,000
					Police candidate testing	1,500
					BLR reporting service	1,695
					Employee service awards	2,000
					HR Consultant	50,000
					Supervisory Training/DISC	3,000
					Smart phones (1)	600
720.14	MEDICAL SERVICES	15,426	17,500	18,500	Random drug testing & pre-employment physicals	13,500
					Employee wellness programs	5,000
720.17	UNEMPLOYMENT COMP.	0	20,000	15,000	Unemployment comp.	15,000
720.43	EMPLOYEE RECRUITMENT	524	2,000	2,000	Employment ads, interview expenses	2,000
720.51	PROFESSIONAL DEVELOPMENT	126	5,207	5,207	See professional development request	5,207
720.57	EDUCATION TUITION RMBRSMNT	28,409	35,000	35,000	Citywide program	35,000
	TOTALS	122,838	155,902	158,002		



DEPARTMENT Administration	NUMBER 20	PROGRAM Human Resources	NUMBER 004
Professional Development Request			
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	Payroll/HR
SHRM	St. Louis, MO	320	Membership dues
SHRM		219	Membership dues
SHRM ANNUAL CONFERENCE & EXPO	Las Vegas, NV	3,000	
	TOTAL REQUEST	5,207	



DEPARTMENT Administration		NUMBER 20	PROGRAM Human Resources			NUMBER 004
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	1,095	200	200	Manuals, books, etc.	200
	TOTALS	1,095	200	200		

Communications

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals

Goals

Launch new podcast series by June 2023 to connect with residents digitally aside from social media.
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 2023.
Complete eighth session of Maryland Heights U-Civic Academy by October 31, 2023.
Create social media instruction(s) class for senior residents by March 2023.

2022 Programmatic Goals - Status

Goals	Status	Comments
Launch new podcast series by June 2022 to connect with residents digitally aside from social media.	Not met	Staffing changes and COVID, will work to implement in 2023.
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	

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
City newsletters	12	12	12	12
Maryland Heights Night Out block parties	*0	26	30	30
Facebook posts (All City Accounts)	633	730	730	730
All City Twitter Account Tweets	220	230	230	230
Website “hits” (front page)	228,225	228,300	228,300	228,300

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



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Administration	20	Communications	005
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	97,217	141,010	180,551
CONTRACTUAL SERVICES	98,271	119,250	131,879
COMMODITIES	3,698	6,750	7,750
TOTAL EXPENDITURES	199,186	267,010	320,180
Personnel Schedule			
Position	2021	2022	2023
COMMUNICATION MANAGER	1.00	1.00	1.00
MARKETING SPECIALIST	1.00	1.00	1.00
INTERN	0.25	0.25	0.25
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	2.25	2.25	2.25



DEPARTMENT		NUMBER	PROGRAM			NUMBER
Administration		20	Communications			005
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	71,282	100,011	133,045	Regular	125,993
					Overtime	300
					Part-time	5,520
					Longevity pay	1,232
711.00	BENEFITS	25,935	40,999	47,506	FICA	10,176
					Workers' compensation	393
					Health insurance	21,622
					Life & Disability insurance	1,259
					Dental insurance	668
					Pension	13,388
	TOTALS	97,217	141,010	180,551		



Annual Budget -2023

General Fund

DEPARTMENT Administration		NUMBER 20	PROGRAM Communications			NUMBER 005
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	11,311	23,100	54,500	Boards and Commissions recognition program	7,000
					Website hosting and maintenance	5,000
					Podcast hosting services	300
					Smart phones (3)	1,800
					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
					Emergency notification system CODE RED	11,500
					Social Media Platform Management	5,000
					Citizens Survey	20,000
720.23	POSTAGE	49,143	54,000	34,000	City newsletter - mail handling	7,500
					City newsletter - postage	25,000
					Special mailings - postage	1,500
720.26	PRINTING & BINDING	35,927	37,000	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	1,890	4,400	5,629	See professional development request	5,629
720.80	VEHICLE REIMBURSEMENT	0	750	750	Mileage reimbursement	750
	TOTALS	98,271	119,250	131,879		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Administration	20	Communications	005
Professional Development Request			
Organization/Conference	Location	Amount	Detail
3CMA		950	Membership dues (4)
3CMA CONFERENCE	Orlando, FL	1,600	Annual conference
CPC	TCU	1,000	Tuition based leardership training
GOV'T SOCIAL MEDIA CONFERENCE	Reno, NV	1,600	
GSM PROFESSIONAL ASSOC		79	Professional membership
TRAINING/SKILL DEVELOPMENT		400	Webinars and training materials
	TOTAL REQUEST	5,629	



DEPARTMENT Administration		NUMBER 20	PROGRAM Communications			NUMBER 005
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	3,698	6,750	7,750	Plaques, ceremonial supplies, other	750
					Maryland Heights Night Out	1,400
					Maryland Heights U: Civic Academy	300
					Marketing/promotional supplies	5,000
					Camera	300
	TOTALS	3,698	6,750	7,750		

Central Services

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals

Goals

Continue efforts to identify and implement cost-savings measures.

2022 Programmatic Goals - Status

Goals

Continue efforts to identify and implement cost-savings measures.

Status

Ongoing

Comments



DEPARTMENT Administration	NUMBER 20	PROGRAM Central Services	NUMBER 006
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
CONTRACTUAL SERVICES	19,311	28,675	28,750
COMMODITIES	57,881	63,000	63,000
TOTAL EXPENDITURES	77,192	91,675	91,750
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Annual Budget -2023

General Fund

DEPARTMENT Administration		NUMBER 20	PROGRAM Central Services			NUMBER 006
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	321	1,675	1,750	AED program - annual physician oversight fee	1,600
					Notary commissions (3)	150
720.23	POSTAGE	14,008	20,000	20,000	Postage meter, courier services	20,000
720.26	PRINTING & BINDING	3,584	5,000	5,000	Citywide needs: budget, business cards, invitations, etc.	5,000
720.84	ADVERTISING	1,398	2,000	2,000	Bid solicitations	2,000
	TOTALS	19,311	28,675	28,750		



DEPARTMENT Administration		NUMBER 20	PROGRAM Central Services			NUMBER 006
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.11	OFFICE SUPPLIES	57,881	63,000	63,000	Citywide copy paper, office supplies and small equipment	53,000
					Copy machine overages	10,000
	TOTALS	57,881	63,000	63,000		

Risk Management

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals

Goals

Utilize established employee Safety committee to review reports of all departments showing year-to-date accidents and injuries.

Schedule speaker to address topics of safety for all employees.

Present quarterly reports to Administration and Finance regarding current safety accidents and incidents.

2022 Programmatic Goals - Status

Goals

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

Status

In progress

Comments

Performance Measures	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Workers compensation claims (by policy year)	29	31	17	18
General liability claims (by policy year)	8	1	4	1
Auto liability claims (by policy year)	8	2	3	3
Law enforcement claims (by policy year)	7	1	0	0



DEPARTMENT Administration	NUMBER 20	PROGRAM Risk Management	NUMBER 007
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
CONTRACTUAL SERVICES	628,250	530,000	530,000
TOTAL EXPENDITURES	628,250	530,000	530,000
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT Administration		NUMBER 20	PROGRAM Risk Management			NUMBER 007
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.71	PROPERTY/CASUALTY INS.	628,250	530,000	530,000	Property coverage	265,000
					Auto, police, and general liability (SLAIT)	220,000
					Public officials	40,000
					Bonds	5,000
	TOTALS	628,250	530,000	530,000		

Information Technology

Department	No.	Program	No.	Program Manager
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.

2023 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 2023.
Implement Microsoft 365 by end of year 2023.

2022 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 2023.

Performance Measures				
	2020	2021	2022	2023
Metrics	Actual	Actual	Estimate	Projected
Desktop computers maintained	150	155	160	162
Laptops maintained	106	106	110	112
Copy machines maintained	12	12	12	11
Printers maintained	69	73	73	73
Servers maintained	35	35	35	35
Cellular phones maintained	73	73	76	76



DEPARTMENT Administration	NUMBER 20	PROGRAM Information Technology	NUMBER 008
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	612,744	627,926	553,668
CONTRACTUAL SERVICES	262,173	361,700	505,700
COMMODITIES	41,723	94,500	78,000
CAPITAL	0	111,300	30,000
TOTAL EXPENDITURES	916,640	1,195,426	1,167,368
Personnel Schedule			
Position	2021	2022	2023
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	0.50	0.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	5.00	4.50	4.00



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Administration		20	Information Technology			008
Personnel Services		2021	2022	2023	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
710.00	SALARIES	458,049	471,302	423,376	Regular	407,018
					Overtime	2,500
					On-call pay	5,500
					Longevity pay	8,358
711.00	BENEFITS	154,695	156,624	130,292	FICA	32,385
					Workers' compensation	1,242
					Health insurance	46,810
					Life & Disability insurance	4,068
					Dental insurance	1,336
					Pension	44,451
	TOTALS	612,744	627,926	553,668		



Annual Budget -2023

General Fund

DEPARTMENT Administration		NUMBER 20	PROGRAM Information Technology			NUMBER 008
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	20,224	50,200	46,200	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
					Additional Design Work for Accela/Eden	10,000
					Recycle media/hardware	1,000
					ArcGIS Online for Accela	500
720.25	DATA PROCESSING	139,833	186,300	325,500	Permitting/asset management annual service & support	104,000
					Microsoft 365	115,000
					Firewall Licensing	7,500
					Adobe Licensing	5,600
					Citrix Xenserver	2,500
					Multi factor authentication software	6,700
					Email archiving appliance	8,500
					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	15,000
					GIS software support	26,000
					Crime report mapping service	1,500
					Accela to Laserfiche Connector	7,000
					Inventory management software	2,100
					Bluebeam onstruction plan software	1,000
					Various software purchases and updates	12,500
720.28	RENTAL - EQUIPMENT	15,311	18,000	18,000	Leased copiers (12)	18,000



DEPARTMENT Administration		NUMBER 20	PROGRAM Information Technology			NUMBER 008
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.30	UTILITIES SERVICES	25,386	24,000	24,500	Telephone service	24,500
720.51	PROFESSIONAL DEVELOPMENT	0	2,000	0		
720.61	M&R EQUIPMENT	61,419	81,000	91,500	Computer/printer/cell phone/audiovisual repairs/printers	25,000
					Copy machines (13)	10,000
					Server hardware support	20,000
					Security system hardware support	10,000
					Mitel Phone Maintenance Contract	16,000
					Postage equipment maintenance	6,000
					Dispatch workstation	4,500
720.80	VEHICLE REIMBURSEMENT	0	200	0		
	TOTALS	262,173	361,700	505,700		



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Administration		20	Information Technology			008
Commodities		2021	2022	2023	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
730.20	OPERATIONAL SUPPLIES	41,723	94,500	78,000	Books and reference materials	1,000
					Technical training subscriptions	1,000
					Computer monitors (replacements)	5,000
					Laptop replacements (4)	10,000
					Network printers (replacements)	6,000
					Various networking tools	500
					APC backups	4,500
					Plotter supplies	5,000
					Computer replacements (30)	42,000
					Ipads, covers, keyboards	3,000
	TOTALS	41,723	94,500	78,000		



DEPARTMENT		NUMBER	PROGRAM		NUMBER
Administration		20	Information Technology		008
Capital Request					
Capital Item	Number Requested	Replace/ Add	Unit Cost	Total Cost	Description
ELECTRONIC PLAN REVIEW EQUIPMENT	2	A	15,000	30,000	Electronic Plan Review will be implemented in Planning & Zoning/Building and Code.
TOTAL REQUEST				30,000	



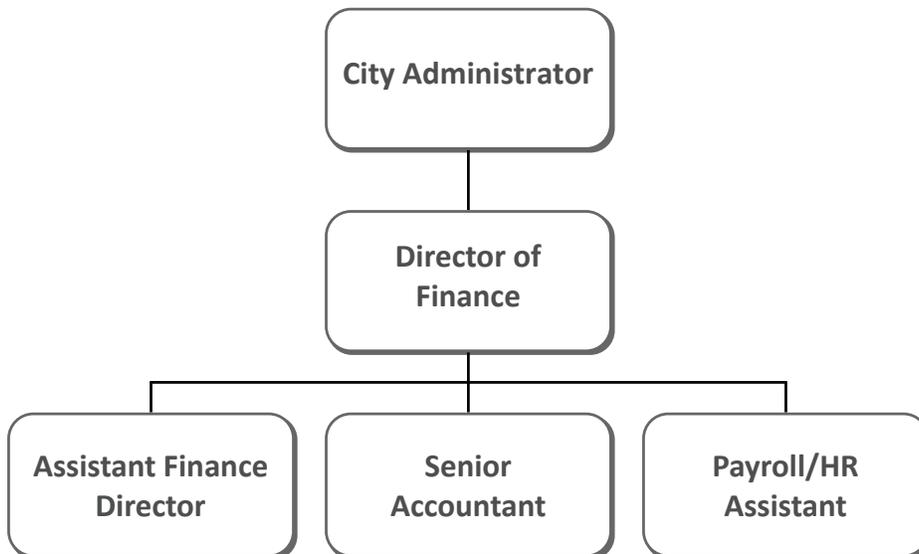
Finance

Finance

Department Summary

<u>Program</u>	<u>General Fund</u>	<u>Total</u>
Finance	620,735	620,735
Total	\$620,735	\$620,735

Organization Chart



Finance

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

Program Activities

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 2023

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.*

2023 Programmatic Goals

Goals

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

Publish 2024 budget calendar by August 31, 2023.

Present audit of fiscal year 2022 to City Council by July 18, 2023.

Implementation of new financial, payroll, and human capital management software by December 31, 2023.

2022 Programmatic Goals - Status

Goals	Status	Comments
Prepare the budget, annual financial report, and popular annual financial report in conformity with Government Finance Officers Association standards.	In progress	
Publish 2023 budget calendar by August 30, 2022.	Goal met	
Present audit of fiscal year 2021 to City Council by June 15, 2022.	In progress	
Needs assessment, procurement and implementation of new financial software by December 31, 2022.	In progress	Assessment and procurement completed in 2022.

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Payroll files maintained	398	475	500	500
Accounts payable checks prepared	4,676	4,579	5,000	5,000
Debt issues outstanding	3	3	3	3
Number of accounting funds	17	18	18	18



DEPARTMENT Finance	NUMBER 30	PROGRAM Finance	NUMBER 001
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	385,288	479,060	466,690
CONTRACTUAL SERVICES	115,820	152,745	153,045
COMMODITIES	240	1,000	1,000
TOTAL EXPENDITURES	501,348	632,805	620,735
Personnel Schedule			
Position	2021	2022	2023
FINANCE DIRECTOR	1.00	1.00	1.00
ASSISTANT FINANCE DIRECTOR	1.00	1.00	1.00
SENIOR ACCOUNTANT	1.00	1.00	1.00
PAYROLL/HR ASSISTANT	0.00	0.50	1.00
ACCOUNTING CLERK	1.00	1.00	0.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	4.00	4.50	4.00



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM		NUMBER
Finance		30	Finance		001
Personnel Services		2021	2022	2023	Detail
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	
710.00	SALARIES	302,363	357,367	352,505	Supervisory 125,999 Regular 224,299 Overtime 100 Longevity pay 2,107
711.00	BENEFITS	82,925	121,693	114,185	FICA 26,963 Workers' compensation 1,048 Health insurance 44,327 Life & Disability insurance 3,501 Dental insurance 1,336 Pension 37,010
TOTALS		385,288	479,060	466,690	



Annual Budget -2023

General Fund

DEPARTMENT Finance		NUMBER 30	PROGRAM Finance			NUMBER 001
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	30,354	42,100	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	42,368	44,000	44,000	Annual audit	38,000
					Federal grants audit	5,000
					GFOA CAFR, PAFR and budget review	1,000
720.25	DATA PROCESSING	40,009	56,000	56,000	Financial software maintenance	54,000
					Investment portfolio services	2,000
720.51	PROFESSIONAL DEVELOPMENT	3,089	10,545	9,595	See professional development request	9,595
720.80	VEHICLE REIMBURSEMENT	0	100	1,350	Mileage reimbursement	1,350
	TOTALS	115,820	152,745	153,045		



DEPARTMENT Finance	NUMBER 30	PROGRAM Finance	NUMBER 001
Professional Development Request			
Organization/Conference	Location	Amount	Detail
AMERICAN PAYROLL ASSOCIATION		220	Membership dues
CPA ANNUAL DUES		450	AICPA membership and MO professional board due
GFOA MEETINGS	Local	400	Monthly meetings
GFOA OF MISSOURI		225	Membership dues (3)
GFOA REGIONAL SEMINARS	TBD	2,500	Winter & Spring MO GFOA seminars
GOV'T FINANCE OFFICERS ASSN (GFOA)		400	Membership dues (2)
GOV'T FINANCE OFFICERS ASSN (GFOA)	Portland, OR	5,000	Annual conference (2)
STAFF DEVELOPMENT	Various	400	Staff training
	TOTAL REQUEST	9,595	



Annual Budget -2023

General Fund

DEPARTMENT Finance		NUMBER 30	PROGRAM Finance		NUMBER 001
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	240	1,000	1,000	W-2 and 1099 forms 1,000
	TOTALS	240	1,000	1,000	



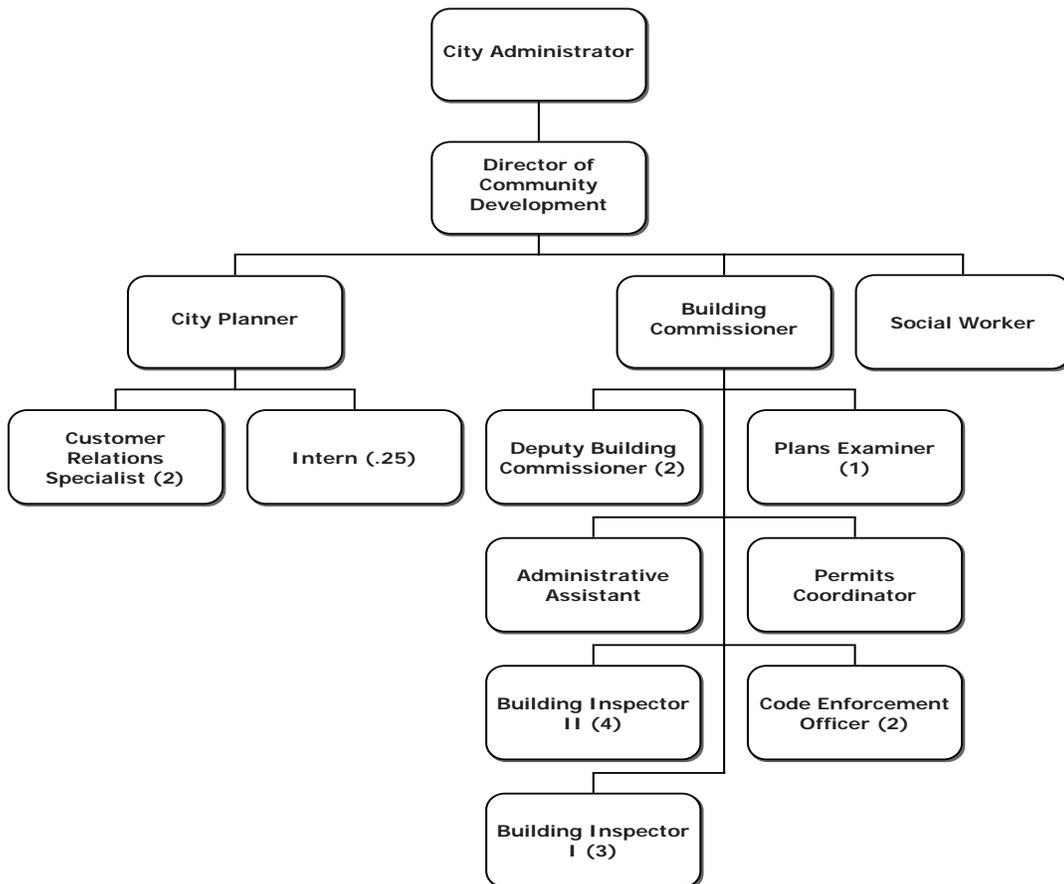
Community Development

Community Development

Department Summary

<u>Program</u>	<u>General Fund</u>	<u>Total</u>
Planning and Zoning	368,216	368,216
Inspections	1,759,011	1,759,011
Total	\$2,127,227	\$2,127,227

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.

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.

Zoning Administration

This activity oversees implementation of the city’s adopted land use policies. Staff support provided to Planning Commission and Board of Adjustment.

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.

Customer Service

This activity manages the Government Center front desk and reception area for the Administration, Community Development, Public Works, and other departments.

Social Work

This activity provides vital resources and case management to residents in need of assistance.

Strategic Goal(s) Activity for 2023
Goal 1: Quality Housing
Objective: Encourage housing options for residents in all stages of life.
Activities and Steps
<i>1. Oversee development of new residential development.</i>
Goal 2: Building Community
Objective: Link residents through multi-modal transportation options.
Activities and Steps
<i>1. Encourage front-end commercial occupancy, landscaping, sidewalk connections and outdoor dining amenities by zoning code.</i>

Strategic Goal(s) Activity for 2023 *(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.

2023 Programmatic Goals

Goals

Prepare draft home improvement program and policies.

Prepare draft amendments to Landscaping Design Standards to better address specific types of development and to support pollinators.

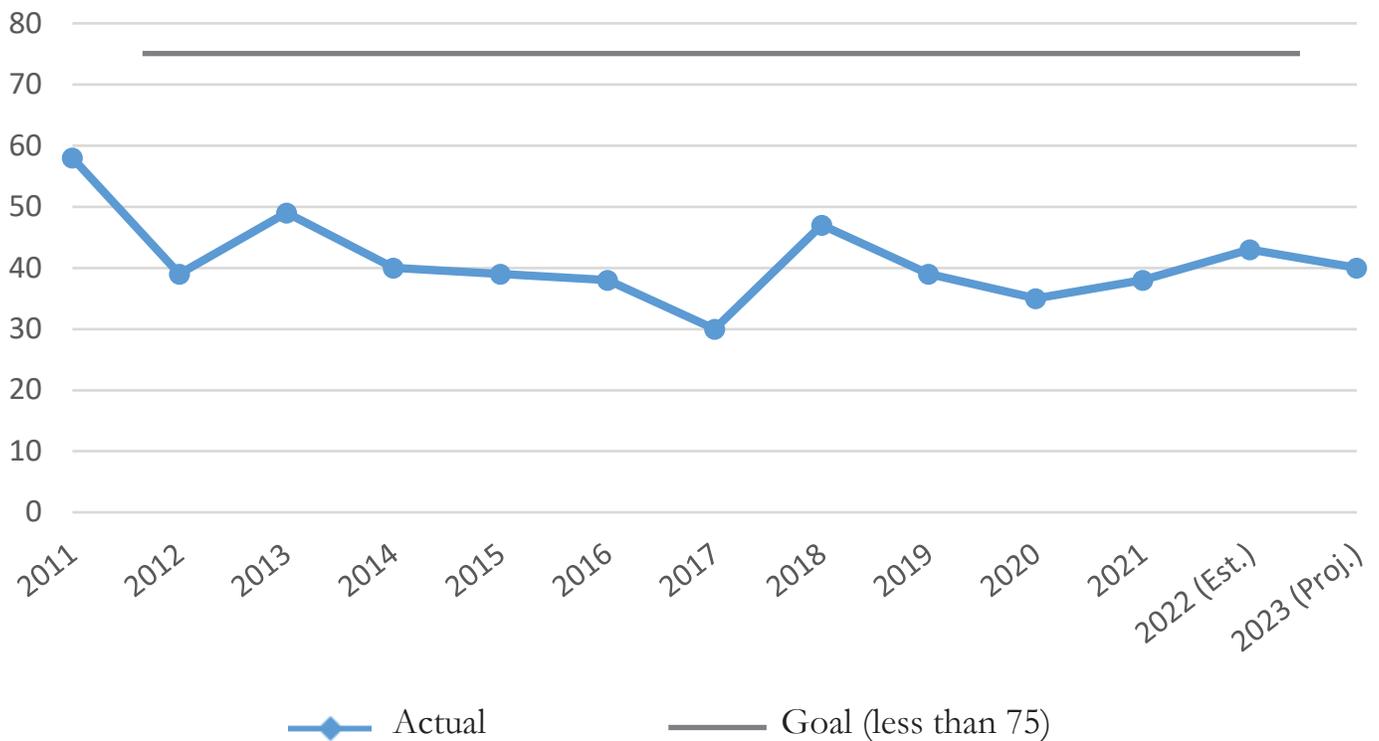
Prepare draft Comprehensive Plan amendments regarding equity, diversity, and inclusion.

2022 Programmatic Goals - Status

Goals	Status	Comments
Fully implement social services program.	Goal met	Social Worker hired in 2022.
Update the website to implement online submittal of zoning permit applications.	Goal met	Zoning permits now available online.
Update the website to simplify and improve the zoning and subdivision process.	Goal met	Dedicated websites created for zoning and subdivision processes.
Research best practices for off-street parking and determine whether amendments to the Zoning Code are warranted.	Goal met	No amendments are warranted at this time.

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Average days to process conditional use permits	35	38	43	40
Code amendments prepared	5	7	8	5
Comprehensive Plan amendments	1	1	0	1
Conditional use permits	8	14	14	10
Planned Districts/Rezoning	5	7	10	8
Staff reports prepared	122	128	150	130
Subdivisions	8	6	10	8
Variance appeals processed	2	1	3	2
Zoning compliance reviews completed	1,106	1,093	1,100	1,100
Zoning letters issued	38	86	60	50
Zoning permits issued	139	142	140	140
Zoning petitions processed	37	35	45	35

Avg. Days to Process Conditional Use Permits





DEPARTMENT	NUMBER	PROGRAM	NUMBER
Community Development	40	Planning and Zoning	001
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	272,934	323,827	343,516
CONTRACTUAL SERVICES	12,976	15,900	23,700
COMMODITIES	1,000	1,000	1,000
TOTAL EXPENDITURES	286,910	340,727	368,216
Personnel Schedule			
Position	2021	2022	2023
DIRECTOR OF COMMUNITY DEV	1.00	1.00	1.00
CITY PLANNER	0.00	1.00	1.00
PLANNER I	1.00	1.00	0.00
SOCIAL WORKER	0.00	1.00	1.00
INTERN	0.25	0.25	0.25
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	2.25	4.25	3.25



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Community Development		40	Planning and Zoning			001
Personnel Services		2021	2022	2023		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
710.00	SALARIES	205,315	234,048	258,656	Supervisory	125,039
					Regular	126,053
					Part-time	5,520
					Longevity pay	2,044
711.00	BENEFITS	67,619	89,779	84,860	FICA	19,786
					Workers' compensation	769
					Health insurance	34,216
					Life & Disability insurance	2,510
					Dental insurance	1,002
					Pension	26,577
TOTALS		272,934	323,827	343,516		



Annual Budget -2023

General Fund

DEPARTMENT Community Development		NUMBER 40	PROGRAM Planning and Zoning			NUMBER 001
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	1,066	1,850	2,450	Court reporters	1,000
					ADA accommodations	250
					Smart phones (2)	1,200
720.51	PROFESSIONAL DEVELOPMENT	2,915	4,050	11,250	See professional development request	11,250
720.80	VEHICLE REIMBURSEMENT	6,000	6,000	6,000	Car allowance	6,000
720.84	ADVERTISING	2,995	4,000	4,000	P&Z public notice and legal ads	4,000
	TOTALS	12,976	15,900	23,700		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Community Development	40	Planning and Zoning	001
Professional Development Request			
Organization/Conference	Location	Amount	Detail
ADMINISTRATIVE SKILLS DEVELOPMENT	Local/Virtual	400	Customer service training programs (2)
APA MISSOURI PLANNING CONFERENCE	Kansas City, MO	2,000	Annual conference (2)
APA NATIONAL PLANNING CONFERENCE	Philadelphia, PA	2,500	Annual conference
APA STL TRAINING	Local	600	Local training sessions
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
SOCIAL WORK CONTINUING EDUCATION	Local/Virtual	500	Training sessions and webinars
SOCIAL WORK NATIONAL CONFERENCE	San Francisco, CA	2,500	National conference
	TOTAL REQUEST	11,250	



Annual Budget -2023

General Fund

DEPARTMENT Community Development		NUMBER 40	PROGRAM Planning and Zoning			NUMBER 001
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	1,000	1,000	1,000	Reference books & subscriptions	1,000
	TOTALS	1,000	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 2023

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.

2023 Programmatic Goals
Goals
Begin implementation of electronic plan review and inspections program in an effort to further streamline the permitting process.
Implement the 2021 ICC family of codes. Update home improvement guides with the requirements of the 2021 Codes.
Amend the city's code enforcement districts to better allocate resources and ensure adequate coverage.
Increase staff's ICC certifications through training and professional development.
Maintain FEMA CRS Class 7 rating through proactive flood management program.

2022 Programmatic Goals - Status		
Goals	Status	Comments
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 is completing review of codes and conversations with Council Committee are ongoing.
Prepare personnel, software, website, and forms for expansion of residential inspections program in 2022.	Goal met	Program has been implemented.
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, newsletter articles, Homeowner's Improvement Guide, website updates.	Ongoing	

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Building inspections	2,990	3,587	5,062	5,400
Building permits issued (mechanical, electrical, plumbing)			1,000	1,000
Building permits issued (total)	1,047	1,430	2,328	2,500
Residential occupancy inspections	1,299	1,315	1,128	1,200
Commercial occupancy inspections	320	351	312	335
Multifamily occupancy inspections	2,129	2,328	2,340	2,500
Plan reviews completed	2,047	2,267	3,288	3,500
Property maintenance cases	566	642	336	370



Annual Budget -2023

General Fund

DEPARTMENT	NUMBER	PROGRAM	NUMBER
Community Development	40	Inspections	002
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	1,368,819	1,435,095	1,675,393
CONTRACTUAL SERVICES	22,149	64,515	64,855
COMMODITIES	21,952	18,840	18,763
TOTAL EXPENDITURES	1,412,920	1,518,450	1,759,011
Personnel Schedule			
Position	2021	2022	2023
BUILDING COMMISSIONER	1.00	1.00	1.00
DEPUTY BUILDING COMMISSIONER	1.00	1.00	2.00
PLANS EXAMINER	1.00	1.00	1.00
BUILDING INSPECTOR II	0.00	4.00	4.00
BUILDING INSPECTOR I	0.00	2.00	3.00
BUILDING INSPECTOR	4.00	0.00	0.00
CODE ENFORCEMENT OFFICER	4.00	2.00	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	17.00



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Community Development		40	Inspections			002
Personnel Services		2021	2022	2023	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
710.00	SALARIES	963,191	1,006,563	1,187,070	Supervisory	108,379
					Regular	1,069,266
					Overtime	500
					Longevity pay	8,925
711.00	BENEFITS	405,628	428,532	488,323	FICA	90,804
					Workers' compensation	69,371
					Health insurance	186,066
					Life & Disability insurance	11,769
					Dental insurance	5,678
					Pension	124,635
TOTALS		1,368,819	1,435,095	1,675,393		



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Community Development		40	Inspections			002
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	5,259	34,150	34,150	Violation abatement and demo	28,000
					Smart phones (10)	6,000
					Ameren monthly ledger	150
720.34	CREDIT CARD PROCESSING FEES	10,582	11,000	11,000	Credit card processing fees	11,000
720.51	PROFESSIONAL DEVELOPMENT	6,308	19,365	19,705	See professional development request	19,705
	TOTALS	22,149	64,515	64,855		



DEPARTMENT Community Development		NUMBER 40	PROGRAM Inspections	NUMBER 002
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
ADMINISTRATIVE SEMINARS	Local	300	Seminars for administrative staff	
ASCE MEMBERSHIP		265	Membership dues	
ASFPM/MFSMA		200	Membership dues	
BLUE BEAM TRAINING	Web Based Training	700	Department training for electronic plan review software (15)	
ICC ANNUAL CONFERENCE	St. Louis, MO	2,500	ICC conference & code hearings (8)	
ICC CERTIFICATION EXAMS	Local	2,000	Certification testing (7)	
ICC MEMBERSHIP		150	Membership dues	
MABOI CONFERENCE	Lake of the Ozarks, MO	9,500	Training & certification maintenance (11)	
MABOI MEMBERSHIP		525	Membership dues (15)	
MACE CONFERENCE	Lake of the Ozarks, MO	900	Training & certification maintenance	
MACE MEMBERSHIP		525	Membership dues (15)	
METRO FIRE MARSHALS		40	Membership dues	
MFSMA TRAINING	Lake of the Ozarks, MO	600	Training & certification maintenance	
PROFESSIONAL SEMINARS	St. Louis, MO	1,500	ICC, MACE, MABOI - Local seminars to provide code and inspection knowledge for inspectors (13)	
	TOTAL REQUEST	19,705		



Annual Budget -2023

General Fund

DEPARTMENT Community Development		NUMBER 40	PROGRAM Inspections			NUMBER 002
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	12,323	9,040	7,963	Inspection equipment and supplies.	3,000
					Safety shoes (13)	1,963
					Standards and training manuals for certification (10)	1,000
					Ref. documents to support adopted code, MEP program & electronic plan review	2,000
730.21	MOTOR FUEL & LUBRICANTS	7,640	7,000	7,000	Gas for vehicles (10)	7,000
730.25	UNIFORMS	1,989	2,800	3,800	Uniform shirts (15)/jackets (4)	3,800
	TOTALS	21,952	18,840	18,763		



Economic Development

Economic 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>
Economic Development	373,548		150,000	55,061	578,609
Promotion of Tourism		220,000			220,000
Total	\$373,548	\$220,000	\$150,000	\$55,061	\$798,609

Organization Chart



Economic Development

Department	No.	Program	No.	Program Manager
Economic Development	45	Economic Development	003	Economic Development Director

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.

Strategic Goal(s) Activity for 2023
Goal 6: Economic Development
Objective: Develop programs to ensure a high occupancy rate among commercial buildings.
Activities and Steps
1. <i>Expand business retention program.</i>
Objective: Support West Port Plaza as a destination of choice.
1. <i>Encourage new hospitality-oriented businesses to come to Maryland Heights that complement existing venues.</i>

2023 Programmatic Goals
Goals
Adopt and implement Economic Development Strategic Plan.
Implement Business Retention & Expansion Program to include new economic development position.
Research and acquire analytic software for department statistics as well as public information improving webpage experience.

2022 Programmatic Goals - Status		
Goals	Status	Comments
Research and adopt Economic Development Strategic Plan.	In progress	Advertisement for RFP expected to be posted by end of 2022
Develop and implement Business Retention and Expansion program.	In progress	Extent of business and retention program will be defined in strategic plan
Update the website to provide an improved user experience by highlighting key industries, employers, data, and demographics specific to Maryland Heights.	In progress	The website is expected to be live by the end of 2022 with the understanding it may change significantly after adoption of Strategic Plan
Establish TIF in Maryland Park Lake District	Withdrawn	The establishment of the Maryland Park Lake District TIF was declined in litigation decision.



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Economic Development	45	Economic Development	003
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	196,277	205,500	227,288
CONTRACTUAL SERVICES	17,148	85,790	146,260
TOTAL EXPENDITURES	213,425	291,290	373,548
Personnel Schedule			
Position	2021	2022	2023
DIRECTOR ECONOMIC DEVELOPMENT	0.00	1.00	1.00
ECONOMIC DEVELOPMENT MANAGER	1.00	0.00	0.00
MANAGEMENT ASSISTANT	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	2.00	2.00	2.00



Annual Budget -2023

General Fund

DEPARTMENT Economic Development		NUMBER 45	PROGRAM Economic Development			NUMBER 003
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	141,933	148,639	167,743	Supervisory	111,300
					Regular	55,183
					Longevity pay	1,260
711.00	BENEFITS	54,344	56,861	59,545	FICA	12,832
					Workers' Compensation	498
					Health Insurance	26,271
					Life & Disability insurance	1,664
					Dental Insurance	668
					Pension	17,612
	TOTALS	196,277	205,500	227,288		



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Economic Development		45	Economic Development			003
Contractual Services		2021	2022	2023	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
720.11	MISC. CONTRACTUAL	4,228	10,600	18,400	Marketing of city through ads and promotional materials	17,800
					Smart phones (1)	600
720.12	PROFESSIONAL SERVICES	0	50,000	70,000	Legal, economic and financial consulting	10,000
					Strategic consulting plan	60,000
720.51	PROFESSIONAL DEVELOPMENT	6,920	13,690	26,360	See professional development request	26,360
720.54	PUBLIC RELATIONS	0	5,000	25,000	New business attraction and Eco Dev Forum	25,000
720.80	VEHICLE REIMBURSEMENT	6,000	6,500	6,500	Car allowance	6,000
					Mileage reimbursement	500
	TOTALS	17,148	85,790	146,260		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Economic Development	45	Economic Development	003
Professional Development Request			
Organization/Conference	Location	Amount	Detail
COMMUNITY DEV. INSTITUTE		600	Membership dues
ECO DEV TRAINING COURSES	ONLINE	4,000	IEDC hosts many online courses covering key topics and specialized issues focusing on eco dev best practices and tools for all PRO ECO DEV levels
ICMA		200	Membership dues
ICSC		200	Membership dues (2)
ICSC CONFERENCE	Las Vegas, NV	12,000	Annual conference (2) EDD, Mayor and 2 Council Members
INTL ECONOMIC DEV COUNCIL		910	Membership dues (2)
MEDFA	St. Louis, MO/Kansas City	800	Annual conference (2)
MISSOURI ECO DEV COUNCIL		500	Membership dues (2)
MISSOURI ECO DEV COUNCIL	Jeff City, MO/Ozarks, MO	3,600	Annual conference
MO ECON. DEVELOPMENT FINANCE ASSOC.		550	Annual dues
VARIOUS MEETINGS WITH DEVELOPERS	Local	3,000	
	TOTAL REQUEST	26,360	

Economic Development

Department	No.	Program	No.	Program Manager
Economic Development	45	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.

2023 Programmatic Goals

Goals

Encourage redevelopment of properties in the East Dorsett area as they become available.

Review and re-evaluate East Dorsett Economic Development Plan.

2022 Programmatic Goals - Status

Goals

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

Status

Ongoing

Comments

Property owners in the area are not selling at the moment. Purchases will be considered as they become available.



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Economic Development	45	Economic Development	003
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
CONTRACTUAL SERVICES	498,719	150,000	150,000
TOTAL EXPENDITURES	498,719	150,000	150,000
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT Economic Development		NUMBER 45	PROGRAM Economic Development			NUMBER 003
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	498,719	150,000	150,000	Land acquisition and property demolition	150,000
	TOTALS	498,719	150,000	150,000		

Economic Development

Department	No.	Program	No.	Program Manager
Economic Development	45	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.

2023 Programmatic Goals

Goals

Monitor and oversee the TIF fund revenues and bonds.

2022 Programmatic Goals - Status

Goals

Status

Comments

Monitor and oversee the TIF fund revenues and bonds.

Ongoing



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Economic Development	45	Economic Development	003
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
CONTRACTUAL SERVICES	148,406	60,000	55,061
TOTAL EXPENDITURES	148,406	60,000	55,061
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT Economic Development		NUMBER 45	PROGRAM Economic Development			NUMBER 003
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	148,406	60,000	55,061	Trustee services	5,061
					Payments to Maryland Hghts Fire District	50,000
	TOTALS	148,406	60,000	55,061		

Promotion of Tourism

Department	No.	Program	No.	Program Manager
Economic 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.

2023 Programmatic Goals

Goals

Provide the City Council semi-annual reports on hospitality marketing program.

Increase hotel RevPar by 5%.

More fully integrate the hospitality industry with other city programs to increase hotel development and room rentals and increase attendance at entertainment venues. Increase hotel occupancy.

Increase hotel occupancy.

2022 Programmatic Goals - Status

Goals

Status

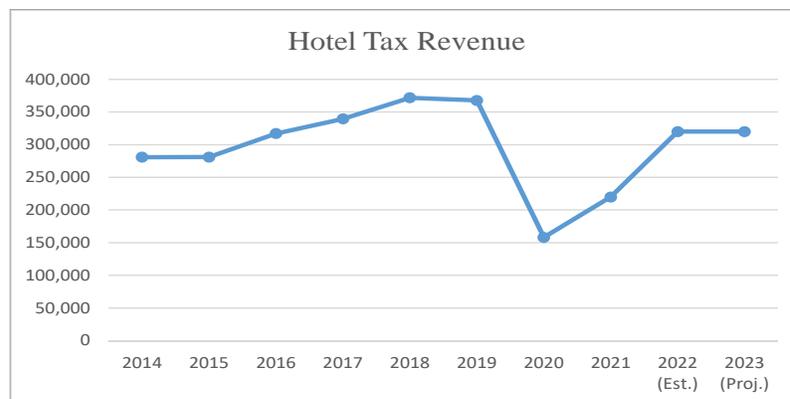
Comments

Provide the City Council annual reports on hospitality marketing program.

In progress

Increase hotel RevPar by 5%.

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Hotel tax revenue	157,070	220,000	320,000	320,000
Marketing program report to City Council	2	2	2	2





Annual Budget -2023

Tourism Tax Fund

DEPARTMENT	NUMBER	PROGRAM	NUMBER
Economic Development	45	Promotion of Tourism	004
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
CONTRACTUAL SERVICES	218,068	220,000	220,000
TOTAL EXPENDITURES	218,068	220,000	220,000
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Annual Budget -2023

Tourism Tax Fund

DEPARTMENT Economic Development		NUMBER 45	PROGRAM Promotion of Tourism			NUMBER 004
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	218,068	220,000	220,000	Convention & Visitors Bureau contract	220,000
	TOTALS	218,068	220,000	220,000		



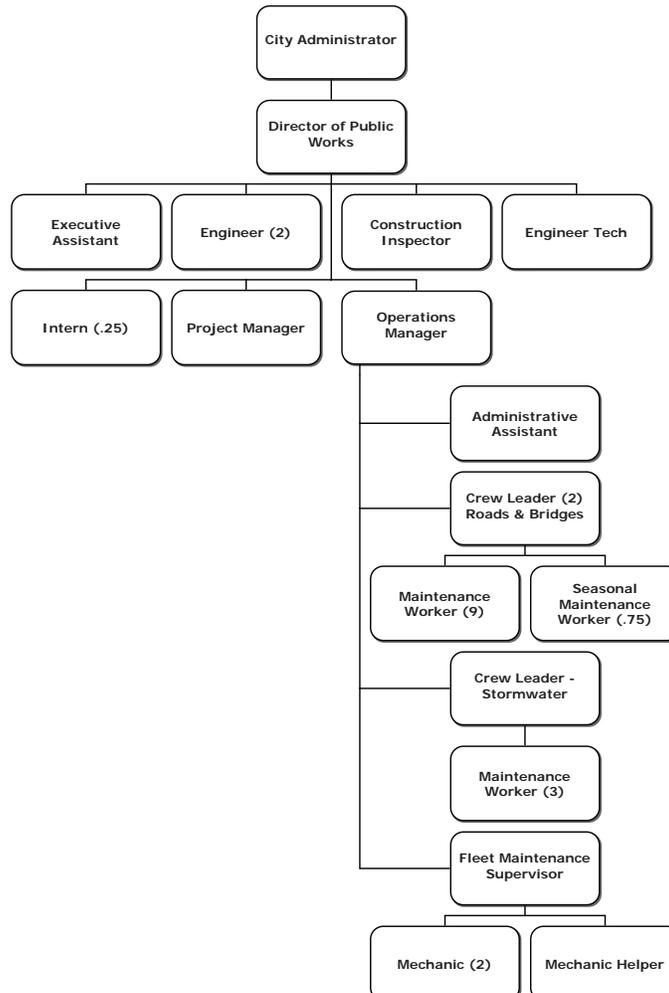
Public Works

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	409,350				409,350
Roads & Bridges	2,067,080				2,067,080
Stormwater	643,811				643,811
Streetlighting		492,200			492,200
Solid Waste	1,874,000				1,874,000
Vehicle & Equip. Maintenance	569,254				569,254
Sewer Lateral Repairs				270,000	270,000
Capital Projects		1,000	7,550,000		7,551,000
Capital Projects Management			246,426		246,426
Total	\$5,563,495	\$493,200	\$7,796,426	\$270,000	\$14,123,121

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 2023

Goal 7: Creating Identity

Objective: Improve signage at significant entry points.

Activities and Steps

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

2023 Programmatic Goals

Goals

- Submit 5-year capital improvement program update by end of September 2023.
- Begin all approved and funded capital improvement program projects by December 2023.
- Process 90% of right-of-way permits within three (3) working days.

2022 Programmatic Goals - Status

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

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Right-of-way use permits	239	220	230	230
Right-of-way permits processed within three (3) working days.	100%	100%	100%	100%



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Public Works	50	Engineering & Administration	001
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	377,106	379,151	350,420
CONTRACTUAL SERVICES	5,960	12,060	17,630
COMMODITIES	106	1,300	1,300
CAPITAL	0	0	40,000
TOTAL EXPENDITURES	383,172	392,511	409,350
Personnel Schedule			
Position	2021	2022	2023
DIRECTOR OF PUBLIC WORKS	1.00	1.00	1.00
PROJECT MANAGER	0.00	1.00	1.00
ENGINEERING MANAGER	1.00	0.00	0.00
EXECUTIVE ASSISTANT	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	3.00	3.00	3.00



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Public Works		50	Engineering & Administration			001
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	285,269	286,606	264,718	Supervisory	130,639
					Regular	129,778
					Overtime	500
					Longevity pay	3,801
711.00	BENEFITS	91,837	92,545	85,702	FICA	20,249
					Workers' compensation	1,375
					Health insurance	32,681
					Life & Disability insurance	2,602
					Dental insurance	1,002
					Pension	27,793
TOTALS		377,106	379,151	350,420		



Annual Budget -2023

General Fund

DEPARTMENT Public Works		NUMBER 50	PROGRAM Engineering & Administration			NUMBER 001
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	934	1,700	6,600	Smart phones (1)	600
					Equipment maintenance	500
					APWA Re-accreditation	5,500
720.12	PROFESSIONAL SERVICES	2,020	4,000	4,000	Surveys-minor	2,000
					Traffic studies-minor	2,000
720.26	PRINTING & BINDING	381	500	500	Printing	500
720.51	PROFESSIONAL DEVELOPMENT	2,625	5,860	6,530	See professional development request	6,530
	TOTALS	5,960	12,060	17,630		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Public Works	50	Engineering & Administration	001
Professional Development Request			
Organization/Conference	Location	Amount	Detail
AMER TRAFFIC SAFETY SERVICES ASSOC		175	Membership dues (2)
AMERICAN PUBLIC WORKS ASSN		555	Annual membership (3)
APWA MISSOURI CHAPTER (FALL)	TBD	600	State conference
APWA MISSOURI CHAPTER (SPRING)	TBD	600	State conference
APWA PUBLIC WORKS EXPO (PWX)	San Diego, CA	2,500	Annual conference
APWA ST LOUIS METRO BRANCH	Local	450	Membership dues & mtgs (3)
GATEWAY SECTION ITE		300	Annual dues and mtgs. (3)
INSTITUTE OF TRANSPORTATION ENGRS.		350	Membership dues
PROFESSIONAL DEVELOPMENT TRAINING	Local	1,000	Staff development
	TOTAL REQUEST	6,530	



Annual Budget -2023

General Fund

DEPARTMENT Public Works		NUMBER 50	PROGRAM Engineering & Administration			NUMBER 001
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	106	1,000	1,000	Publications/supplies	500
					Traffic counter supplies	500
730.25	UNIFORMS	0	300	300	Safety equipment/shirts/jackets	300
	TOTALS	106	1,300	1,300		



DEPARTMENT		NUMBER	PROGRAM		NUMBER
Public Works		50	Engineering & Administration		001
Capital Request					
Capital Item	Number Requested	Replace/ Add	Unit Cost	Total Cost	Description
PASSENGER SUV	1	R	40,000	40,000	Vehicle 506 will be transferred to the Police Department.
TOTAL REQUEST				40,000	

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

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.

2023 Programmatic Goals
Goals
Continue honeysuckle removal within City right-of-way.
Assist Parks maintenance crews with ballfield rehab.
Sidewalk repair and replacement utilizing transition plan.

2022 Programmatic Goals - Status

Goals	Status	Comments
Assist Parks maintenance crews with ballfield rehabilitation.	Goal met	
Add Community Center trees into the asset management database by December 2022.	Goal met	Re-inventory via trim-grant
Continue honeysuckle removal within City right-of-way.	In progress	

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Concrete pavement replacement (sq. yds.)	763	1,369	1,000	1,000
Concrete pavement replacement (each)	36	64	45	45
Concrete sidewalk replacement (sq. ft.)	9,691	6,914	8,000	9,000
Forestry (tree maintenance, each)	1,147	672	800	1,500
Right-of-way mowing (each)	10	10	10	10
Street sweeping (centerline lane miles)	371	507	400	400
Traffic control signs installed/replaced (each)	145	211	350	250
Plant new street trees	100	162	200	200
Asphalt pavement repair (tons)	149	53	70	75



Annual Budget -2023

General Fund

DEPARTMENT Public Works	NUMBER 50	PROGRAM Roads & Bridges	NUMBER 002
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	1,179,721	1,262,180	1,262,964
CONTRACTUAL SERVICES	224,365	374,556	372,436
COMMODITIES	301,006	404,080	415,680
CAPITAL	0	0	16,000
TOTAL EXPENDITURES	1,705,092	2,040,816	2,067,080
Personnel Schedule			
Position	2021	2022	2023
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



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Public Works		50	Roads & Bridges			002
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	797,627	840,455	848,639	Supervisory	85,050
					Regular	689,303
					Overtime	31,500
					On-call pay	3,500
					Part-time	26,364
					Longevity pay	12,922
711.00	BENEFITS	382,094	421,725	414,325	FICA	64,914
					Workers' compensation	91,749
					Health insurance	159,252
					Life & Disability insurance	7,735
					Dental insurance	4,342
					Pension	86,333
TOTALS		1,179,721	1,262,180	1,262,964		



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Public Works		50	Roads & Bridges			002
Contractual Services		2021	2022	2023		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
720.11	MISC. CONTRACTUAL	81,934	226,580	222,600	Smart phones (4)	2,400
					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	50,000
					Weather forecast service	3,600
					Irrigation repairs at Dorsett/270 interchange	40,000
					Roof Coating Maintenance Facility	65,000
720.18	LEVEE DISTRICT ASSESSMENT	88,550	88,576	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	815	3,500	3,500	Specialized equipment (as needed)	3,500
720.30	UTILITIES SERVICES	51,301	50,000	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	1,765	2,400	4,260	See professional development request	4,260
720.79	PROP. RESTORATION	0	500	500	Small claims	500
	TOTALS	224,365	374,556	372,436		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Public Works	50	Roads & Bridges	002
Professional Development Request			
Organization/Conference	Location	Amount	Detail
AMERICAN PUBLIC WORKS ASSN		185	Annual membership
APWA MEMBERSHIP STL METRO BRANCH	St. Louis, MO	300	Membership dues & mtgs
APWA MO CHAPTER SPRING CONFERENCE	TBD	500	Annual conference
APWA SNOW CONFERENCE	Omaha, NE	1,800	Snow conference
INT'L SOCIETY OF ARBORCULTURE		175	Membership dues
TRAINING/SKILL DEVELOPMENT	Local	1,300	Annual program (13)
	TOTAL REQUEST	4,260	



Annual Budget -2023

General Fund

DEPARTMENT Public Works		NUMBER 50	PROGRAM Roads & Bridges			NUMBER 002
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	140,613	155,000	162,000	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	147,000 2,500 12,500
730.21	MOTOR FUEL & LUBRICANTS	62,373	64,400	69,000	Diesel fuel, gasoline	69,000
730.22	VECTOR SUPPLIES	2,860	0	0		
730.24	SALT & ABRASIVES	89,227	178,200	178,200	Calcium chloride Salt - 2,000 tons	13,200 165,000
730.25	UNIFORMS	5,933	6,480	6,480	Safety shoes (12) Uniform pants, shirts, jackets, t-shirts, coveralls, hats, shorts, rubber boots	1,680 4,800
TOTALS		301,006	404,080	415,680		

Stormwater

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals
Goals
Present 2024 stormwater capital improvements recommendations by September 2023.
Respond to all service requests regarding stormwater within 48 hours.

2022 Programmatic Goals - Status		
Goals	Status	Comments
Present 2023 stormwater capital improvements recommendations by September 2022.	Goal met	
Respond to all service requests regarding stormwater within 48 hours.	Goal met	

Performance Measures				
	2020	2021	2022	2023
Metrics	Actual	Actual	Estimate	Projected
Linear feet of creeks cleaned	2,500	2,500	2,500	2,500
Inlet structures repaired	110	100	100	100
Inlet structures inspected	728	1,000	1,000	1,000



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Public Works	50	Stormwater	003
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	599,243	612,768	634,226
CONTRACTUAL SERVICES	790	2,585	1,935
COMMODITIES	4,758	7,650	7,650
TOTAL EXPENDITURES	604,791	623,003	643,811
Personnel Schedule			
Position	2021	2022	2023
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 Public Works		NUMBER 50	PROGRAM Stormwater			NUMBER 003
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	414,196	423,103	445,688	Regular	429,218
					Overtime	1,000
					Longevity pay	15,470
711.00	BENEFITS	185,047	189,665	188,538	FICA	34,091
					Workers' compensation	32,433
					Health insurance	68,928
					Life & Disability insurance	4,288
					Dental insurance	2,004
					Pension	46,794
TOTALS		599,243	612,768	634,226		



Annual Budget -2023

General Fund

DEPARTMENT Public Works		NUMBER 50	PROGRAM Stormwater			NUMBER 003
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	610	1,260	600	Smart phones (1)	600
720.51	PROFESSIONAL DEVELOPMENT	180	1,325	1,335	See professional development request	1,335
	TOTALS	790	2,585	1,935		



DEPARTMENT Public Works	NUMBER 50	PROGRAM Stormwater	NUMBER 003
Professional Development Request			
Organization/Conference	Location	Amount	Detail
APWA AGENCY MEMBERSHIP		185	Membership dues
APWA METRO BRANCH MEMBERSHIP	Local	250	Membership dues
TECHNICAL TRAINING	Local	500	
TRAINING/SKILL DEVELOPMENT	Local	400	Annual program (4)
	TOTAL REQUEST	1,335	



Annual Budget -2023

General Fund

DEPARTMENT Public Works		NUMBER 50	PROGRAM Stormwater			NUMBER 003
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	2,829	5,350	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	1,929	2,300	2,300	Uniform pants, shirts, jackets, t-shirts, hats, shorts, rubber boots	1,600
					Safety shoes (5)	700
	TOTALS	4,758	7,650	7,650		

Capital Projects - Stormwater

Department	No.	Program	No.	Program Manager
Public Works	50	Capital Projects Mgmt.	009	Director of Public Works

Program Activities

Capital Planning - Stormwater

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

Capital Projects - Stormwater

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

Stormwater Capital Improvement Projects - 2023					
Project No.	Project Name	Estimated project cost	Estimated expenditures through 2022	2023 budget (proposed)	Future cost
	Rule Place Lane	330,000	0	100,000	230,000
	Terry Avenue	540,000	0	125,000	415,000
240	Proj. Mon./Maint. of mitigation areas per usage	100,000	0	20,000	80,000
252	11814 Jonesdale Court <i>(east of street, rear of property)</i>	260,000	65,000	195,000	0
259	11968 Meadow Run Court <i>(south of street, rear of property)</i>	136,000	36,000	100,000	0
260	12102 Glenpark Drive <i>(west of street, rear of property)</i>	117,000	42,000	75,000	0
263	2703 Wagner Place	1,114,000	164,000	950,000	0
264	Essex Avenue <i>(north of street, east of property)</i>	140,000	55,000	85,000	0
265	2515 Wesglen Estates Drive <i>(west of street, rear of property)</i>	109,000	29,000	80,000	0
TOTAL 2023				\$1,730,000	

Streetlighting

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals
Goals
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.

2022 Programmatic Goals - Status		
Goals	Status	Comments
Conduct street light survey once per year	Ongoing	Tentatively scheduled for December 2022.
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.	Goal met	26 lights removed from account

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Street lights maintained*	1,974	1,955	1,957	1,957
*Includes:				
New street lights installed	12	2	2	2
Existing street lights removed	0	0	0	0
Street lights upgraded	0	0	0	0



DEPARTMENT Public Works	NUMBER 50	PROGRAM Streetlighting	NUMBER 004
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
CONTRACTUAL SERVICES	436,556	463,500	492,200
TOTAL EXPENDITURES	436,556	463,500	492,200
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT Public Works		NUMBER 50	PROGRAM Streetlighting		NUMBER 004
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
720.33	STREETLIGHTING	436,556	463,500	492,200	Ameren contract 478,000 Maintenance (interchange) 10,000 Street lighting electric (interchange) 4,200
	TOTALS	436,556	463,500	492,200	

Capital Projects - Streetlighting

Department	No.	Program	No.	Program Manager
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 - 2023					
Project No.	Project Name	Estimated project cost	Estimated expenditures through 2022	2023 budget (proposed)	Future cost
064	Streetlighting	49,000	0	1,000	68,000
TOTAL 2023				\$1,000	

Solid Waste

Department	No.	Program	No.	Program Manager
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 provides through the contract with Republic Services a City-wide cleanup event twice a year through the placement of eight dumpsters.

The city contracts with Republic Services a/k/a Allied Waste for all the above services. The contract will expire at the end of 2024. These services are funded by the city's General Fund.

2023 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.

2022 Programmatic Goals - Status		
Goals	Status	Comments
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.	Ongoing	

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Number of households served	8,168	8,176	8,186	8,186
Recycling quantity, tons annually	1,940	1,865	1,883	1,883
Municipal solid waste, tons annually	5,648	5,647	5,703	5,703
Yard waste, cubic yards annually	6,099	5,768	5,826	5,826



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Public Works	50	Solid Waste	005
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
CONTRACTUAL SERVICES	1,757,225	1,817,162	1,874,000
TOTAL EXPENDITURES	1,757,225	1,817,162	1,874,000
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Annual Budget -2023

General Fund

DEPARTMENT Public Works		NUMBER 50	PROGRAM Solid Waste		NUMBER 005
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
720.11	MISC. CONTRACTUAL	1,757,225	1,817,162	1,874,000	Republic Services contract 1,874,000
	TOTALS	1,757,225	1,817,162	1,874,000	

Vehicle and Equipment Maintenance

Department	No.	Program	No.	Program Manager
Public Works	50	Vehicle & Equip. Maint.	006	Fleet Maintenance Supervisor

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.

2023 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 2023.

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

2022 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	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Repair work orders completed	746	798	800	800
Vehicles maintained	117	117	120	122
Equipment maintained	55	55	55	55



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Public Works	50	Vehicle & Equip. Maintenance	006
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	348,903	366,948	366,444
CONTRACTUAL SERVICES	44,361	48,350	52,000
COMMODITIES	121,895	139,260	150,810
TOTAL EXPENDITURES	515,159	554,558	569,254
Personnel Schedule			
Position	2021	2022	2023
FLEET MAINTENANCE SUPERVISOR	0.00	1.00	1.00
CREW LEADER	1.00	0.00	0.00
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 Public Works		NUMBER 50	PROGRAM Vehicle & Equip. Maintenance		NUMBER 006
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	242,944	254,702	257,624	Regular 253,019 Overtime 1,000 Longevity pay 3,605
711.00	BENEFITS	105,959	112,246	108,820	FICA 19,705 Workers' compensation 12,927 Health insurance 45,275 Life & Disability insurance 2,528 Dental insurance 1,336 Pension 27,049
	TOTALS	348,903	366,948	366,444	



Annual Budget -2023

General Fund

DEPARTMENT Public Works		NUMBER 50	PROGRAM Vehicle & Equip. Maintenance			NUMBER 006
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	41,366	43,700	45,350	Smart phones (1)	600
					Diagnostic service	1,500
					Grease trap maintenance	7,500
					Mechanical inspections	600
					Towing service	500
					Vehicle repair services	34,650
720.25	DATA PROCESSING	2,995	3,500	3,500	Equipment maintenance software license/support	3,500
720.51	PROFESSIONAL DEVELOPMENT	0	1,150	3,150	See professional development request	3,150
	TOTALS	44,361	48,350	52,000		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Public Works	50	Vehicle & Equip. Maintenance	006
Professional Development Request			
Organization/Conference	Location	Amount	Detail
TRAINING/SKILL DEVELOPMENT	Local	3,150	Annual program (4)
	TOTAL REQUEST	3,150	



Annual Budget -2023

General Fund

DEPARTMENT Public Works		NUMBER 50	PROGRAM Vehicle & Equip. Maintenance			NUMBER 006
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.14	TIRES, PARTS & EQUIPMENT	95,013	110,000	118,800	Tires & parts	118,800
730.20	OPERATIONAL SUPPLIES	26,206	27,500	30,250	Diag. computers/ upgrades	1,500
					Misc. shop supplies	21,000
					Tools & equipment	4,000
					Oil, grease and anti-freeze	3,750
730.25	UNIFORMS	676	1,760	1,760	Safety shoes (4)	560
					Uniform pants, shirts, jackets, t-shirts, coveralls, hats, shorts, rubber boots	1,200
	TOTALS	121,895	139,260	150,810		

Sewer Lateral Repairs

Department	No.	Program	No.	Program Manager
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.

2023 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.

2022 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	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Sewer lateral investigations	86	80	85	85
Sewer lateral repairs	75	70	75	75



Annual Budget -2023

Sewer Lateral Fund

DEPARTMENT Public Works	NUMBER 50	PROGRAM Sewer Lateral Repairs	NUMBER 008
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
CONTRACTUAL SERVICES	244,225	270,000	270,000
TOTAL EXPENDITURES	244,225	270,000	270,000
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Annual Budget -2023

Sewer Lateral Fund

DEPARTMENT Public Works		NUMBER 50	PROGRAM Sewer Lateral Repairs			NUMBER 008
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	244,225	270,000	270,000	Investigations & repairs	270,000
	TOTALS	244,225	270,000	270,000		

Capital Projects Management

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals
Goals
City projects will be constructed on time and within budget.
Update Accela asset inventory (signs, trees).

2022 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	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Funding available (\$ in thousands)	1,965	1,445	5,500	5,500
Projects constructed	0	3	5	5



Annual Budget -2023

Capital Improvement Fund

DEPARTMENT	NUMBER	PROGRAM	NUMBER
Public Works	50	Capital Projects Management	059
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	201,924	223,728	235,611
CONTRACTUAL SERVICES	7,441	9,205	9,835
COMMODITIES	246	980	980
TOTAL EXPENDITURES	209,611	233,913	246,426
Personnel Schedule			
Position	2021	2022	2023
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 Public Works		NUMBER 50	PROGRAM Capital Projects Management		NUMBER 059
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	144,804	163,318	174,260	Regular 157,462 Part-time 7,200 Overtime 6,000 Longevity pay 3,598
711.00	BENEFITS	57,120	60,410	61,351	FICA 13,329 Workers' compensation 1,022 Health insurance 27,219 Life & Disability insurance 1,573 Dental insurance 668 Pension 17,540
TOTALS		201,924	223,728	235,611	



Annual Budget -2023

Capital Improvement Fund

DEPARTMENT Public Works		NUMBER 50	PROGRAM Capital Projects Management		NUMBER 059
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
720.11	MISC. CONTRACTUAL	701	600	1,200	Smart phones (2) 1,200
720.25	DATA PROCESSING	6,550	8,000	8,000	Paver 1,000 Project management software license 7,000
720.51	PROFESSIONAL DEVELOPMENT	190	605	635	See professional development request 635
	TOTALS	7,441	9,205	9,835	



DEPARTMENT		NUMBER	PROGRAM	NUMBER
Public Works		50	Capital Projects Management	059
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
APWA AGENCY MEMBERSHIP		185	Membership dues	
APWA METRO BRANCH MEMBERSHIP	Local	150	Membership dues & mtgs	
TRAINING CONFERENCE	Local	300	Construction inspection and local seminars	
	TOTAL REQUEST	635		



Capital Improvement Fund

DEPARTMENT Public Works		NUMBER 50	PROGRAM Capital Projects Management			NUMBER 059
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	0	400	400	Survey supplies	400
730.25	UNIFORMS	246	580	580	Safety shoes (2)	280
					Shirts, jackets, coveralls	300
	TOTALS	246	980	980		

Capital Projects

Department	No.	Program	No.	Program Manager
Public Works	50	Capital Projects	009	Director of Public Works

Program Activities

Capital Planning - Roads/Facilities

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

Capital Projects - Roads/Facilities

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

Capital Improvement Projects - 2023

Project No.	Project Name	Estimated project cost	Estimated expenditures through 2022	2023 Budget (proposed)	Future Cost
004	Pavement maintenance: concrete, asphalt & micro-surfacing	1,000,000	0	1,000,000	0
079	Equipment replacement	320,000	0	320,000	0
126	Public r/w - property enhancements (<i>trees, entry & wayfinding signage</i>)	250,000	0	50,000	200,000
141	Sidewalk Construction	1,935,000	0	100,000	1,835,000
157	Adie Road (<i>Dorsett Road to Lindbergh Boulevard</i>)	2,352,000	352,000	2,000,000	0
168	Fee Fee Greenway Extension (<i>existing trail to east of I-270</i>)	5,557,000	177,000	350,000	5,050,000
169	Fee Fee Road Pavement Rehab (<i>Westport Plaza Drive To Schuetz Road</i>)	2,149,000	149,000	2,000,000	0
TOTAL 2023				\$5,820,000	



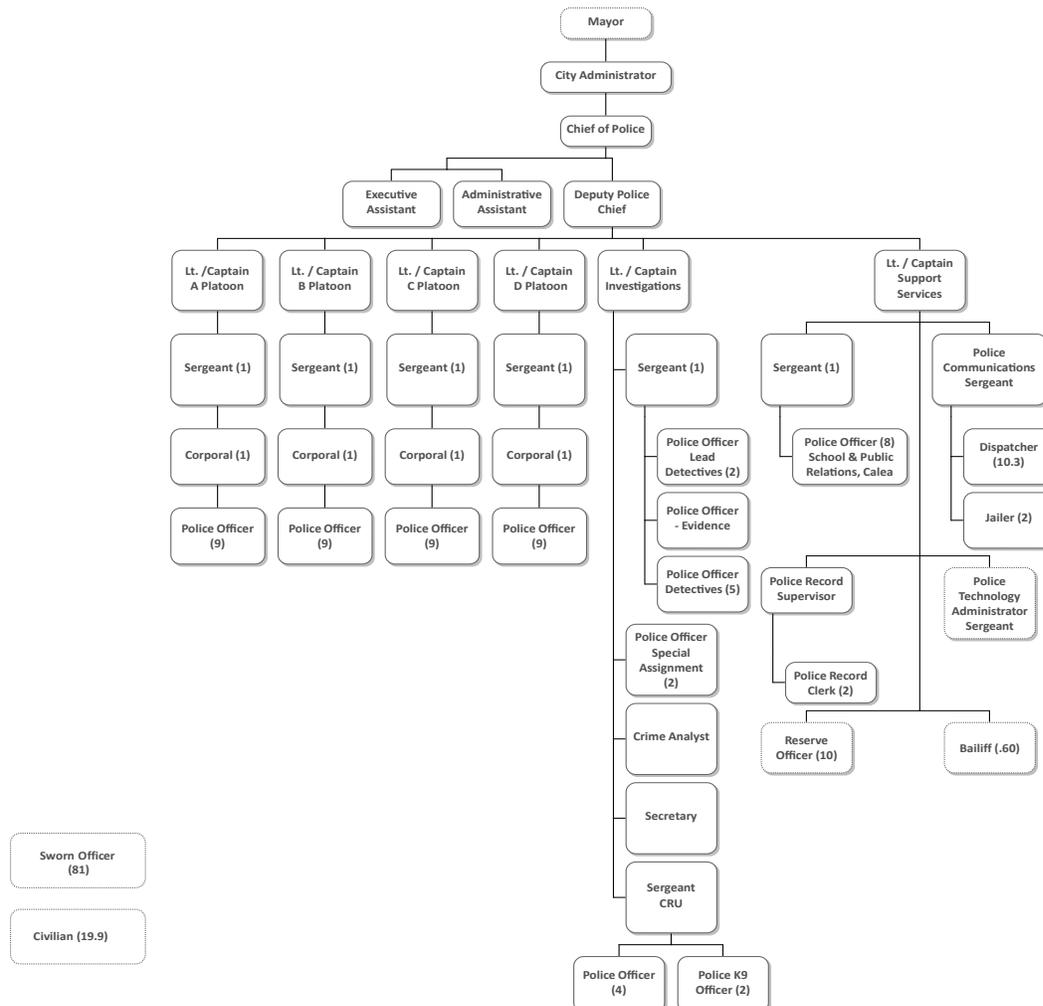
Police

Police

Department Summary

<u>Program</u>	<u>General Fund</u>	<u>Forfeiture Fund</u>	<u>Police Training Fund</u>	<u>Total</u>
Police Administration	405,082	114,200	5,800	525,082
Patrol Services	6,339,118			6,339,118
Investigation	2,726,800			2,726,800
Police Communications	1,405,309			1,405,309
Community Services	1,505,307			1,505,307
Police Records	213,384			213,384
Total	\$12,595,000	\$114,200	\$5,800	\$12,715,000

Organization Chart



Police Administration

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

Program Activities

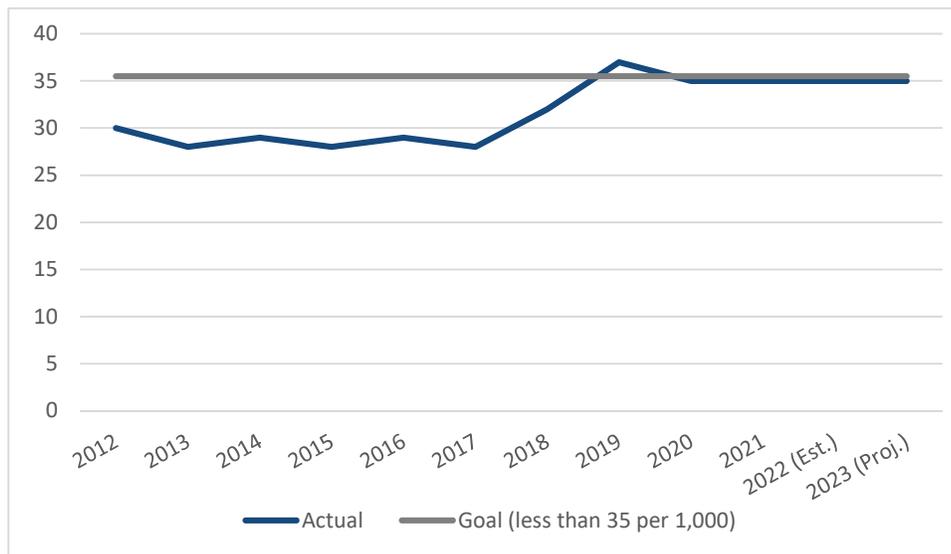
Department Administration

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





DEPARTMENT Police	NUMBER 60	PROGRAM Police Administration	NUMBER 001
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	363,569	372,648	380,432
CONTRACTUAL SERVICES	12,921	19,800	21,500
COMMODITIES	2,804	2,500	3,150
CAPITAL	0	37,500	0
TOTAL EXPENDITURES	379,294	432,448	405,082
Personnel Schedule			
Position	2021	2022	2023
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 -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM		NUMBER
Police		60	Police Administration		001
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	263,190	265,601	278,521	Supervisory 161,551 Regular 111,791 Overtime 1,000 Longevity pay 4,179
711.00	BENEFITS	100,379	107,047	101,911	FICA 21,305 Workers' compensation 11,322 Health insurance 32,681 Life & Disability insurance 2,732 Dental insurance 1,002 Pension 32,869
TOTALS		363,569	372,648	380,432	



Annual Budget -2023

General Fund

DEPARTMENT Police		NUMBER 60	PROGRAM Police Administration			NUMBER 001
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	4,389	3,000	4,200	Smart phones (1)	600
					Pre-employment assessments (12)	3,600
720.25	DATA PROCESSING	1,500	1,500	1,500	Crime reports annual subscription	1,500
720.26	PRINTING & BINDING	4,179	8,000	8,000	Traffic and parking tickets, bond forms & envelopes, brochures, misc. forms	8,000
720.51	PROFESSIONAL DEVELOPMENT	2,853	7,300	7,800	See professional development request	7,800
	TOTALS	12,921	19,800	21,500		



DEPARTMENT Police	NUMBER 60	PROGRAM Police Administration	NUMBER 001
Professional Development Request			
Organization/Conference	Location	Amount	Detail
BACKSTOPPERS		150	Membership dues
IACP		200	Membership dues
IACP CONFERENCE	San Diego, CA	3,000	Annual conference
MEETINGS & SEMINARS	Various	1,500	North County Police Chiefs Assoc., M.I.A.C, staff meetings, seminars
MO POLICE CHIEFS		225	Membership dues
MO POLICE CHIEFS CONFERENCE	Jefferson City, MO	1,000	Annual conference
NORTH COUNTY POLICE CHIEFS	St. Louis, MO	175	Membership dues
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
STAFF DEVELOPMENT	St. Louis, MO	800	Staff training (2)
	TOTAL REQUEST	7,800	



Annual Budget -2023

General Fund

DEPARTMENT Police		NUMBER 60	PROGRAM Police Administration			NUMBER 001
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	2,804	2,500	3,150	Awards & administrative supplies	2,000
					Subscriptions, books & periodicals	500
					Police wellness booklets	650
	TOTALS	2,804	2,500	3,150		

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.

2023 Programmatic Goals

Goals

Enhance training opportunities for law enforcement personnel.

2022 Programmatic Goals - Status

Goals

Status

Comments

Provide training opportunities for law enforcement personnel.

Ongoing



DEPARTMENT Police	NUMBER 60	PROGRAM Police Administration	NUMBER 001
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
CONTRACTUAL SERVICES	8,167	115,100	50,400
COMMODITIES	59,878	66,200	63,800
CAPITAL	95,404	35,200	0
TOTAL EXPENDITURES	163,449	216,500	114,200
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Annual Budget -2023

Forfeiture Fund

DEPARTMENT Police		NUMBER 60	PROGRAM Police Administration			NUMBER 001
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	3,700	34,000	0		
720.51	PROFESSIONAL DEVELOPMENT	4,467	81,100	50,400	See professional development request	50,400
TOTALS		8,167	115,100	50,400		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Police	60	Police Administration	001
Professional Development Request			
Organization/Conference	Location	Amount	Detail
AMERICAN POLYGRAPH CONFERENCE	Phoenix, AZ	1,650	Annual certification/training (1)
BASIC POLYGRAPH EXAMINER TRAINING	Cape Coral, FL	18,400	Training and certification
DARE NATIONAL CONFERENCE	Las Vegas, NV	2,000	Annual conference
DARE STATE CONFERENCE	TBD	1,600	Annual conference
DETECTIVE TRAINING & SEMINARS	Local	3,000	Specialized training
GOVERNMENT SOCIAL MEDIA CONFERENCE	Reno, NV	2,300	Public relations conference/membership
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
MSHP BASIC SUPERVISOR COURSE	Jefferson City, MO	2,000	Supervisor training (2)
NAPWDA/AMPWDA	Eureka, MO	900	K-9 certifications (2)
NATIONAL TACTICAL OFFICERS ASSOC.	TBD	3,000	Specialized tactical training (2)
POLICE FLEET EXPO	Indianapolis, IN	2,000	Annual conference
SPECIALIZED POLICE OFFICER TRAINING	Local	5,000	Individualized patrol training (4)
TACTICAL FLIGHT OFFICERS COURSE	Local	2,500	Tactical team support pilot training (2)
	TOTAL REQUEST	50,400	



Annual Budget -2023

Forfeiture Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Police		60	Police Administration			001
Commodities		2021	2022	2023		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
730.20	OPERATIONAL SUPPLIES	29,951	39,700	44,400	K-9 dog food/care	5,000
					K-9 ballistic vest	1,800
					K-9 training bite suit	2,000
					K-9 scent detection training aid drug kit	1,500
					40 MM Re-certification kits (2)	750
					37 MM Less lethal re-certification kit & practice ammunition	750
					Remote deployed spike strips	4,000
					Radar unit for motorcycle	3,600
					Patrol toughbooks replacements (5)	25,000
730.25	UNIFORMS	29,927	26,500	19,400	Body armor-reserves (3)	2,400
					Body armor-patrol (15)	12,000
					Tactical rifle armor vests/plates (2)	4,000
					Ballistic helmet (2) (R)	1,000
	TOTALS	59,878	66,200	63,800		

Police Administration

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals

Goals

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

2022 Programmatic Goals - Status

Goals

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

Status

Ongoing

Comments



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Police	60	Police Administration	001
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
CONTRACTUAL SERVICES	11,610	20,100	5,800
TOTAL EXPENDITURES	11,610	20,100	5,800
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT Police		NUMBER 60	PROGRAM Police Administration			NUMBER 001
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.51	PROFESSIONAL DEVELOPMENT	11,610	20,100	5,800	See professional development request	5,800
	TOTALS	11,610	20,100	5,800		



DEPARTMENT Police	NUMBER 60	PROGRAM Police Administration	NUMBER 001
Professional Development Request			
Organization/Conference	Location	Amount	Detail
ACCIDENT RECONSTRUCTION	St. Louis, MO	1,000	Accident reconstruction certification (1)
ADMINISTRATIVE TRAINING	Local	1,800	Executive development
BOSCH CDR GROUP	St. Louis, MO	400	Crash data operators (2)
GENERALIST INSTRUCTOR EASTERN	St. Louis, MO	400	Instructor recertification training
LETSAC	Lake Ozark, MO	1,000	Traffic training
MEDICOLEGAL DEATH INVESTIGATOR	St. Louis, MO	700	Basic death investigation training
METH LAB RESPONSE TRAINING	Local	500	Re-certification training (3)
	TOTAL REQUEST	5,800	

Patrol Services

Department	No.	Program	No.	Program Manager
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.

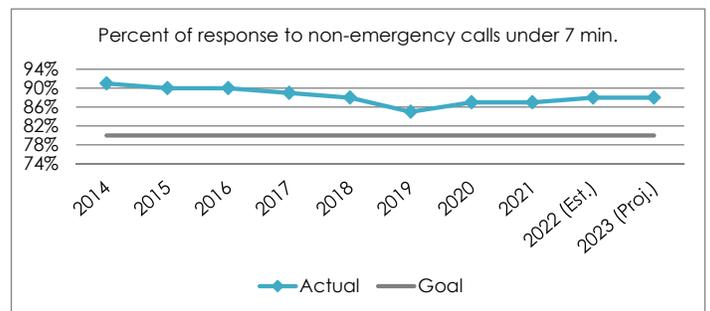
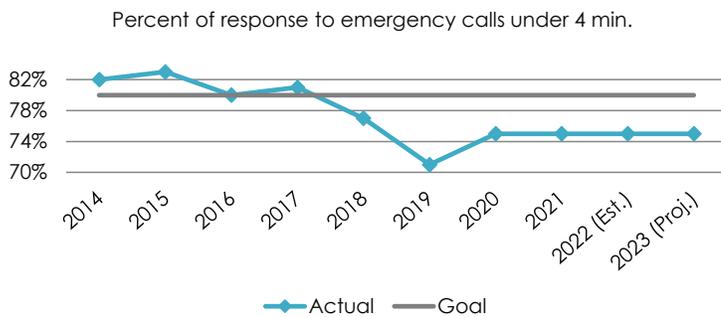
Strategic Goal(s) Activity for 2023

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	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Auto Accidents Investigated	811	1010	965	994
Citations and Warnings Issued	8,006	11,031	13,569	13,976
DWI arrests	64	88	51	53
Proactive response incidents	36,063	37,424	35,004	36,054
Reactive response incidents	25,056	26,730	25,944	26,722
Total arrests	1,287	1,833	2,182	2,248
Training hours	2,411	3,855	3,943	4,061



DEPARTMENT Police	NUMBER 60	PROGRAM Patrol Services	NUMBER 002
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	5,411,908	5,532,529	5,597,493
CONTRACTUAL SERVICES	195,992	287,050	332,625
COMMODITIES	240,256	226,500	238,500
CAPITAL	35,565	43,690	170,500
TOTAL EXPENDITURES	5,883,721	6,089,769	6,339,118
Personnel Schedule			
Position	2021	2022	2023
MAJOR (DEPUTY CHIEF)	1.00	1.00	1.00
CAPTAIN/LT	4.00	4.00	4.00
SERGEANT	5.00	5.00	4.00
CORPORAL	4.00	4.00	4.00
POLICE OFFICER	36.00	36.00	36.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	50.00	50.00	49.00



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Police		60	Patrol Services			002
Personnel Services		2021	2022	2023	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
710.00	SALARIES	3,842,129	3,853,225	3,958,183	Supervisory	1,319,833
					Regular	2,528,751
					Overtime	31,000
					Overtime (Traffic Safety)	2,000
					Overtime (Seatbelt Enforcement)	5,750
					Overtime (DWI)	3,738
					Overtime (Speed Enforcement)	8,625
					Overtime (Special Events)	20,000
					Overtime (Underage Enforcement)	8,050
					Longevity pay	30,436
711.00	BENEFITS	1,569,779	1,679,304	1,639,310	FICA	302,772
					Workers' compensation	267,058
					Health insurance	513,375
					Life & Disability insurance	38,462
					Dental insurance	16,366
					Pension	501,277
	TOTALS	5,411,908	5,532,529	5,597,493		



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Police		60	Patrol Services			002
Contractual Services		2021	2022	2023		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
720.11	MISC. CONTRACTUAL	181,121	238,400	259,675	Firearms range fees	6,650
					Fire extinguisher maintenance	1,500
					Intoximeter maintenance (2)	2,500
					Vehicle equip. changeover (5)	50,000
					Car washes	4,000
					Prisoner meals	15,000
					Smart phones (9)	5,400
					CDMA/wireless service (50)	24,500
					US ID manual update services	125
					CIT court fees (St. Louis County)	3,000
					Vehicle location services (23)	8,500
					Radar unit maintenance (8)	3,200
					Taser 60 program (Year 1)	30,000
					Animal control officer-shared w/Bridgeton (1)	25,000
					Coban In-car & body worn camera maintenance (Year 5)	71,400
					Genetec licensing/maintenance fee for LPR	1,200
					Annual drone license/maint renewal fee (3)	1,000
					Virtra Service Plan	6,700
720.14	MEDICAL SERVICES	2,005	3,500	3,500	Toxicology testing	3,500
720.25	DATA PROCESSING	3,223	22,500	19,100	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
					Power DMS FTO mgmt	5,300
					Crash Data rec subscription	1,250
720.51	PROFESSIONAL DEVELOPMENT	7,610	9,150	36,850	See professional development request	36,850
720.64	M&R MOTOR VEHICLE	2,033	13,500	13,500	Electronic vehicle devices, registration renewals	12,000
					Tactical electronic equipment repair/maintenance	1,500



DEPARTMENT Police	NUMBER 60	PROGRAM Patrol Services	NUMBER 002
Professional Development Request			
Organization/Conference	Location	Amount	Detail
CRISIS INTERVENTION TEAM	Local	300	Annual dinner (8)
EASTERN ACADEMY FEES		16,800	Recruit fees (3)
IACP		200	Membership dues
MOTORCYCLE OFFICER BASIC TRAINING	Local	750	Annual training
NORTHWESTERN UCPS		300	Membership dues (5)
PROFESSIONAL ORGANIZATIONS		1,000	Int'l Ass'n of Law Enforcement Instructors, Smith & Wesson Armorers, Airborne Public Safety (Drone), and membership dues
ST LOUIS CO POLICE ACADEMY	St. Louis, MO	7,500	Annual training (50)
TASER INSTRUCTOR SCHOOL	St. Louis, MO	2,000	Instructor certifications (2)
VIRTUAL ACADEMY	St. Louis, MO	8,000	Online department-wide training for POST certification
	TOTAL REQUEST	36,850	



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Police		60	Patrol Services			002
Commodities		2021	2022	2023		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
730.20	OPERATIONAL SUPPLIES	44,880	56,500	63,500	Ammunition	23,500
					Flares & traffic supplies	4,000
					Taser supplies/maintenance	13,000
					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	3,500
					LPR & Coban maintenance	4,000
730.21	MOTOR FUEL & LUBRICANTS	147,377	120,000	120,000	Gas & oil	120,000
730.25	UNIFORMS	47,999	50,000	55,000	Patrol uniform items	55,000
	TOTALS	240,256	226,500	238,500		



DEPARTMENT		NUMBER	PROGRAM		NUMBER
Police		60	Patrol Services		002
Capital Request					
Capital Item	Number Requested	Replace/ Add	Unit Cost	Total Cost	Description
8 CYLINDER 4WD PASSENGER VEHICLE SUV	3	R	44,000	132,000	Fleet rotation
6 CYCLINDER 4WD PASSENGER VEHICLE	1	R	38,500	38,500	Fleet Rotation
TOTAL REQUEST				170,500	

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.

Internet Crimes Against Children

The city is a member of a St. Louis County task force and assigns one full-time officer to this specialized unit targeting child predators.

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 2023

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.

2023 Programmatic Goals

Goals

Help create a multi-jurisdictional task force within St. Louis County to help deal with automobile crimes.

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

2022 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.	Goal met	
Begin using the polygraph as an additional tool to screen police officer applicants.	Goal met	
Initiate a program to address community concerns and monitor contacts and results on a monthly basis.	Goal met	
Maintain proactive Drug and Alcohol Enforcement Program at the Hollywood Casino Amphitheater.	Ongoing	

Performance Measures

Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Arrests made - BOI	86	104	87	90
Arrests made - CRU	374	320	300	390
DWI arrests	5	3	0	0
Cases assigned	809	885	902	929
Cases cleared	340	376	477	491
Domestic violence cases assigned	88	102	81	77
Canine narcotic responses/events	130	147	199	205
Citations and warnings issued	1,914	1,450	216	222



DEPARTMENT Police	NUMBER 60	PROGRAM Investigation	NUMBER 003
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	2,442,608	2,559,991	2,585,305
CONTRACTUAL SERVICES	22,801	129,575	108,595
COMMODITIES	31,145	28,200	32,900
TOTAL EXPENDITURES	2,496,554	2,717,766	2,726,800
Personnel Schedule			
Position	2021	2022	2023
CAPTAIN/LT	1.00	1.00	1.00
SERGEANT	1.00	1.00	2.00
LEAD DETECTIVE	0.00	2.00	2.00
POLICE OFFICER	10.00	14.00	14.00
CRIME ANALYST	1.00	1.00	1.00
SECRETARY	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	14.00	20.00	21.00



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Police		60	Investigation			003
Personnel Services		2021	2022	2023	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
710.00	SALARIES	1,729,513	1,764,496	1,807,121	Supervisory	325,608
					Regular	1,373,472
					Overtime	60,000
					Overtime (K9 On-call)	4,700
					On-call pay	4,700
					Overtime (Drug Enforcement Agency contract)	16,710
					Longevity pay	21,931
711.00	BENEFITS	713,095	795,495	778,184	FICA	139,702
					Workers' compensation	115,876
					Health insurance	251,337
					Life & Disability insurance	16,982
					Dental insurance	7,014
					Pension	228,073
					Other	19,200
	TOTALS	2,442,608	2,559,991	2,585,305		



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM		NUMBER
Police		60	Investigation		003
Contractual Services		2021	2022	2023	Detail
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	
720.11	MISC. CONTRACTUAL	11,104	115,700	55,150	Smart phones (21) 12,600 Biohazard disposal service 600 Callyo undercover recording system 2,550 Datapilot License Renewal 1,300 Flock Camera Lease (15 cameras) (year 2) 37,500 PACER Annual Subscription 600
720.25	DATA PROCESSING	4,029	4,300	27,950	Lexis Nexis intelligence data base user fees 2,800 Leads online service 1,650 GPS annual subscription 500 GrayKey/GrayShift cellular extraction service 19,000 Clearview AI Facial Recognition Software 4,000
720.51	PROFESSIONAL DEVELOPMENT	5,625	7,075	22,995	See professional development request 22,995
720.61	M&R EQUIPMENT	2,043	2,500	2,500	Repair/replacement parts for tactical rifles & equipment 2,500
TOTALS		22,801	129,575	108,595	



DEPARTMENT Police	NUMBER 60	PROGRAM Investigation	NUMBER 003
Professional Development Request			
Organization/Conference	Location	Amount	Detail
ADVANCED MAJOR CASE SQUAD TRAINING	TBD	320	Per Diem only
ANNUAL BOI & CRU TRAINING	Various	5,000	Specialized training
ASFCS TRAINING	TBD	1,000	Annual training
CJIS	Branson, MO	1,000	Annual training
CRIMES AGAINST CHILDREN	Dallas, TX	3,700	Annual training (2)
FIRE & FRAUD INVESTIGATION	Jefferson City, MO	1,100	Annual training conference (2)
INVESTIGATIVE TRAVEL	Various	2,000	Investigative travel and prisoner pick-up
LESS LETHAL INSTRUCTOR	St. Louis, MO	1,800	Instructor certification
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.
SIMUNITION INSTRUCTOR SCHOOL	St. Louis, MO	2,000	Instructor recertification training (2)
ST LOUIS CO POLICE ACADEMY	St. Louis, MO	3,000	Annual training fee (17)
	TOTAL REQUEST	22,995	



Annual Budget -2023

General Fund

DEPARTMENT Police		NUMBER 60	PROGRAM Investigation		NUMBER 003
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	26,480	24,200	28,900	Investigative supplies, equipment & batteries 10,500 Major case expenditures 2,100 DVDs, CDs, and processing 2,600 Tactical ammunition 7,000 Simunition supplies 5,000 Flock relocation fees 1,200 Witness protection fund 500
730.25	UNIFORMS	4,665	4,000	4,000	Tactical uniforms 4,000
	TOTALS	31,145	28,200	32,900	

Police Communications

Department	No.	Program	No.	Program Manager
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 2023

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.

2023 Programmatic Goals

Goals

Implement new supervisory structure with a sergeant as communications supervisor.

Begin implementing new plan to replace walkie talkies that have reached end of service life.

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

Continue to develop and expand the Home Safe Program.

2022 Programmatic Goals - Status

Goals	Status	Comments
Participate in the update of the county-wide P25 trunked radio system.	Ongoing	
Go live with NG911 that has the same encryption levels as Federal Agencies.	Ongoing	

Performance Measures

Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Dispatcher performance audits	119	104	90	120
Number of calls received	25,056	26,730	27,265	27,810



DEPARTMENT Police	NUMBER 60	PROGRAM Police Communications	NUMBER 004
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	1,023,086	1,076,768	1,140,744
CONTRACTUAL SERVICES	161,803	193,515	239,765
COMMODITIES	7,361	8,800	24,800
TOTAL EXPENDITURES	1,192,250	1,279,083	1,405,309
Personnel Schedule			
Position	2021	2022	2023
POLICE COMMUNICATIONS SERGEANT	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 -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Police		60	Police Communications			004
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	744,468	765,402	826,133	Supervisory	94,238
					Regular	694,994
					Overtime	12,000
					Part-time	17,054
					Longevity pay	7,847
711.00	BENEFITS	278,618	311,366	314,611	FICA	63,192
					Workers' compensation	13,842
					Health insurance	138,308
					Life & Disability insurance	7,884
					Dental insurance	4,342
					Pension	87,043
	TOTALS	1,023,086	1,076,768	1,140,744		



Annual Budget -2023

General Fund

DEPARTMENT Police		NUMBER 60	PROGRAM Police Communications			NUMBER 004
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	2,871	12,600	49,000	Deaf interpreting (TTY) services	600
					AT&T language line (1)	200
					Smart phones (2)	1,200
					Critical dispatcher testing service annual fee	1,900
					Car Radio Warranty Program	2,600
					Walkie warranty program	10,000
					Walkie replacements (5)	32,500
720.25	DATA PROCESSING	158,379	174,850	185,200	REJIS fees	70,800
					ITI CAD enterprise subscription	113,550
					MULES VPN tunnel connection	850
720.51	PROFESSIONAL DEVELOPMENT	553	6,065	5,565	See professional development request	5,565
	TOTALS	161,803	193,515	239,765		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Police	60	Police Communications	004
Professional Development Request			
Organization/Conference	Location	Amount	Detail
APCO		125	Annual dues
APCO SYMPOSIUM	Local	1,750	Annual training
CJIS CONFERENCE	Branson, MO	1,000	Annual training
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
	TOTAL REQUEST	5,565	



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Police		60	Police Communications			004
Commodities		2021	2022	2023		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
730.20	OPERATIONAL SUPPLIES	5,314	5,800	20,800	Dispatch supplies,CDs,etc.	1,000
					Radio & data accessories	3,500
					Dispatcher chair	1,300
					Vehicle radios (2)	15,000
730.25	UNIFORMS	2,047	3,000	4,000	Dispatcher uniform shirts and jailer uniforms	4,000
	TOTALS	7,361	8,800	24,800		

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/Dare 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.

Calea Accreditation

This activity is responsible for the daily management/oversite of the police department CALEA accreditation process.

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.

2023 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 to implement and evaluate the Flock camera system.

2022 Programmatic Goals - Status		
Goals	Status	Comments
Participate in one in-house emergency management tabletop exercise including all city departments.	Ongoing	
Continue towards achieving CALEA Tier One Gold Standard accreditation.	Ongoing	
Continue and expand Junior Police Academy program for high school students.	Goal met	

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
D.A.R.E. classes	161	285	339	350
D.A.R.E. visitations	429	542	483	498
SRO classes taught	4	21	21	21
SRO parent, teacher and student conferences	785	1,427	2,575	2,652
Subdivisions participating in neighborhood watch program	0	3	0	0



Annual Budget -2023

General Fund

DEPARTMENT Police	NUMBER 60	PROGRAM Community Services	NUMBER 005
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	1,284,547	1,297,420	1,447,032
CONTRACTUAL SERVICES	7,253	10,735	14,475
COMMODITIES	25,078	50,200	43,800
TOTAL EXPENDITURES	1,316,878	1,358,355	1,505,307
Personnel Schedule			
Position	2021	2022	2023
CAPT/LIEUTENANT	1.00	1.00	1.00
SERGEANT	2.00	2.00	2.00
POLICE OFFICER	7.00	7.00	8.00
BAILIFF	0.60	0.60	0.60
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	10.60	10.60	11.60



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Police		60	Community Services			005
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	922,722	920,547	1,044,448	Supervisory	312,180
					Regular	674,385
					Part-time	24,660
					Overtime	13,000
					Longevity pay	20,223
711.00	BENEFITS	361,825	376,873	402,584	FICA	79,894
					Workers' compensation	69,640
					Health insurance	110,006
					Life & Disability insurance	9,863
					Dental insurance	3,674
					Pension	129,507
	TOTALS	1,284,547	1,297,420	1,447,032		



Annual Budget -2023

General Fund

DEPARTMENT Police		NUMBER 60	PROGRAM Community Services			NUMBER 005
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	936	2,900	3,060	Reserve officer pre-employment assessments (3)	900
					Smart phones (3)	1,800
					Adobe Stock Subscription	360
720.25	DATA PROCESSING	4,595	4,600	4,600	Power DMS-CALEA management software license (1)	4,600
720.51	PROFESSIONAL DEVELOPMENT	1,722	3,235	6,815	See professional development request	6,815
	TOTALS	7,253	10,735	14,475		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Police	60	Community Services	005
Professional Development Request			
Organization/Conference	Location	Amount	Detail
GMSCON		80	Membership dues
MISSOURI CRIME PREVENTION	St. Louis, MO	35	Annual membership
MISSOURI DARE ASSOCIATION		100	Membership dues (2)
MO CRIME PREVENTION	Lake Ozark, MO	1,200	Annual training
MOLEAC		50	Membership dues
NORTHWESTERN UCPS		50	Membership dues
SRO CONFERENCE	Lake Ozark, MO	2,300	Annual conference (2)
ST LOUIS CO POLICE ACADEMY	St. Louis, MO	3,000	Annual training (20)
	TOTAL REQUEST	6,815	



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Police		60	Community Services			005
Commodities		2021	2022	2023		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
730.20	OPERATIONAL SUPPLIES	18,221	44,500	38,100	D.A.R.E. program	10,400
					Safety Town equipment/supplies	1,800
					Community service events	8,000
					Neighborhood Watch program	3,000
					Maryland Heights Night Out	2,000
					Citizen's Academy	1,500
					Halloween promotions	1,700
					Jr. Police Academy	3,600
					Hosting Northwestern Conference	4,100
					Police department social	2,000
730.25	UNIFORMS	6,857	5,700	5,700	Reserve officer uniforms (10)	2,500
					Officers' uniforms	3,200
	TOTALS	25,078	50,200	43,800		

Police Records

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals
Goals
Implement additional responsibilities for record room supervisor.

2022 Programmatic Goals - Status		
Goals	Status	Comments
Implement a credit and/or debit card form of payment option for reports.	Goal met	

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
DWI reports processed (state)	102	108	124	79
Police reports issued (paid)	1,385	1,713	1,698	1,776
Police reports issued (unpaid)	562	603	713	554
Criminal record checks (paid)	87	73	91	85
Criminal record checks (unpaid)	152	158	244	244
Accident reports processed (state)	811	939	1,193	968
Summons processed	334	184	150	176
Customer service contacts by telephone	1,806	1,992	2,278	2,072
Customer service contacts in person	662	669	854	833
Fingerprint applications processed	123	N/A (COVID)	N/A (COVID)	166
Police reports processed (county)	5,336	6,011	7,836	6,744



Annual Budget -2023

General Fund

DEPARTMENT Police	NUMBER 60	PROGRAM Police Records	NUMBER 006
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	185,817	209,371	211,584
CONTRACTUAL SERVICES	0	0	1,000
COMMODITIES	25	800	800
TOTAL EXPENDITURES	185,842	210,171	213,384
Personnel Schedule			
Position	2021	2022	2023
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
Police		60	Police Records			006
Personnel Services		2021	2022	2023		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
710.00	SALARIES	131,337	148,056	153,647	Regular	151,756
					Overtime	50
					Longevity pay	1,841
711.00	BENEFITS	54,480	61,315	57,937	FICA	11,751
					Workers' compensation	453
					Health insurance	27,084
					Life & Disability insurance	1,516
					Dental insurance	1,002
					Pension	16,131
TOTALS		185,817	209,371	211,584		



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Police		60	Police Records			006
Contractual Services		2021	2022	2023	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
720.51	PROFESSIONAL DEVELOPMENT	0	0	1,000	See professional development request	1,000
	TOTALS	0	0	1,000		



DEPARTMENT Police	NUMBER 60	PROGRAM Police Records	NUMBER 006
Professional Development Request			
Organization/Conference	Location	Amount	Detail
MPCA RECORDS CLERK CONFERENCE	Lake Ozark, MO	1,000	Annual training
	TOTAL REQUEST	1,000	



DEPARTMENT Police		NUMBER 60	PROGRAM Police Records			NUMBER 006
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	25	800	800	Folders, forms, supplies, etc.	800
	TOTALS	25	800	800		



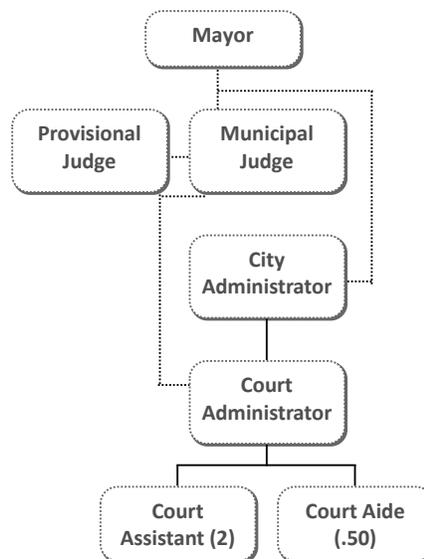
Municipal Court

Municipal Court

Department Summary

<u>Program</u>	<u>General Fund</u>	<u>Total</u>
Municipal Court	385,876	385,876
Total	\$385,876	\$385,876

Organization Chart



Municipal Court

Department	No.	Program	No.	Program Manager
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 under the supervision of the Director of Finance.

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
New cases opened:				
Traffic tickets	3,538	7,000	7,250	7,250
Complaints - non-traffic	1,265	1,400	1,300	1,300
DWI cases	81	80	80	80
Parking	82	72	75	75
Court settings	58	65	72	72
Warrants Issued	4,944	8,200	8,000	8,000



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Municipal Court	70	Municipal Court	001
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	319,161	327,564	345,076
CONTRACTUAL SERVICES	27,582	36,050	40,800
TOTAL EXPENDITURES	346,743	363,614	385,876
Personnel Schedule			
Position	2021	2022	2023
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 -2023

General Fund

DEPARTMENT Municipal Court		NUMBER 70	PROGRAM Municipal Court		NUMBER 001
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	244,113	250,022	266,361	Regular 200,304 Part-time 57,869 Overtime 2,000 Longevity pay 6,188
711.00	BENEFITS	75,048	77,542	78,715	FICA 20,375 Workers' compensation 765 Health insurance 32,681 Life & Disability insurance 2,002 Dental insurance 1,002 Pension 21,890
	TOTALS	319,161	327,564	345,076	



Annual Budget -2023

General Fund

DEPARTMENT Municipal Court		NUMBER 70	PROGRAM Municipal Court			NUMBER 001
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	1,226	1,000	1,000	Prisoner incarceration	1,000
720.12	PROFESSIONAL SERVICES	600	3,300	3,300	Interpreters	300
					Attorney for indigent offenders	3,000
720.25	DATA PROCESSING	19,895	19,750	24,500	ITI court program subscription	24,500
720.26	PRINTING & BINDING	780	3,000	3,000	Court backing sheets, court forms	3,000
720.34	CREDIT CARD PROCESSING FEES	2,132	3,000	3,000	Credit Card processing fees	3,000
720.51	PROFESSIONAL DEVELOPMENT	2,949	6,000	6,000	See professional development request	6,000
	TOTALS	27,582	36,050	40,800		



DEPARTMENT Municipal Court	NUMBER 70	PROGRAM Municipal Court	NUMBER 001
Professional Development Request			
Organization/Conference	Location	Amount	Detail
ANNUAL CONFERENCE - COURT	Lake Ozark, MO	1,200	
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	Tampa, FL	2,675	
NATIONAL ASSOC FOR COURT ADMIN		125	Membership dues
ST LOUIS ASSOC. OF COURT ADMIN		150	Membership dues (3)
	TOTAL REQUEST	6,000	



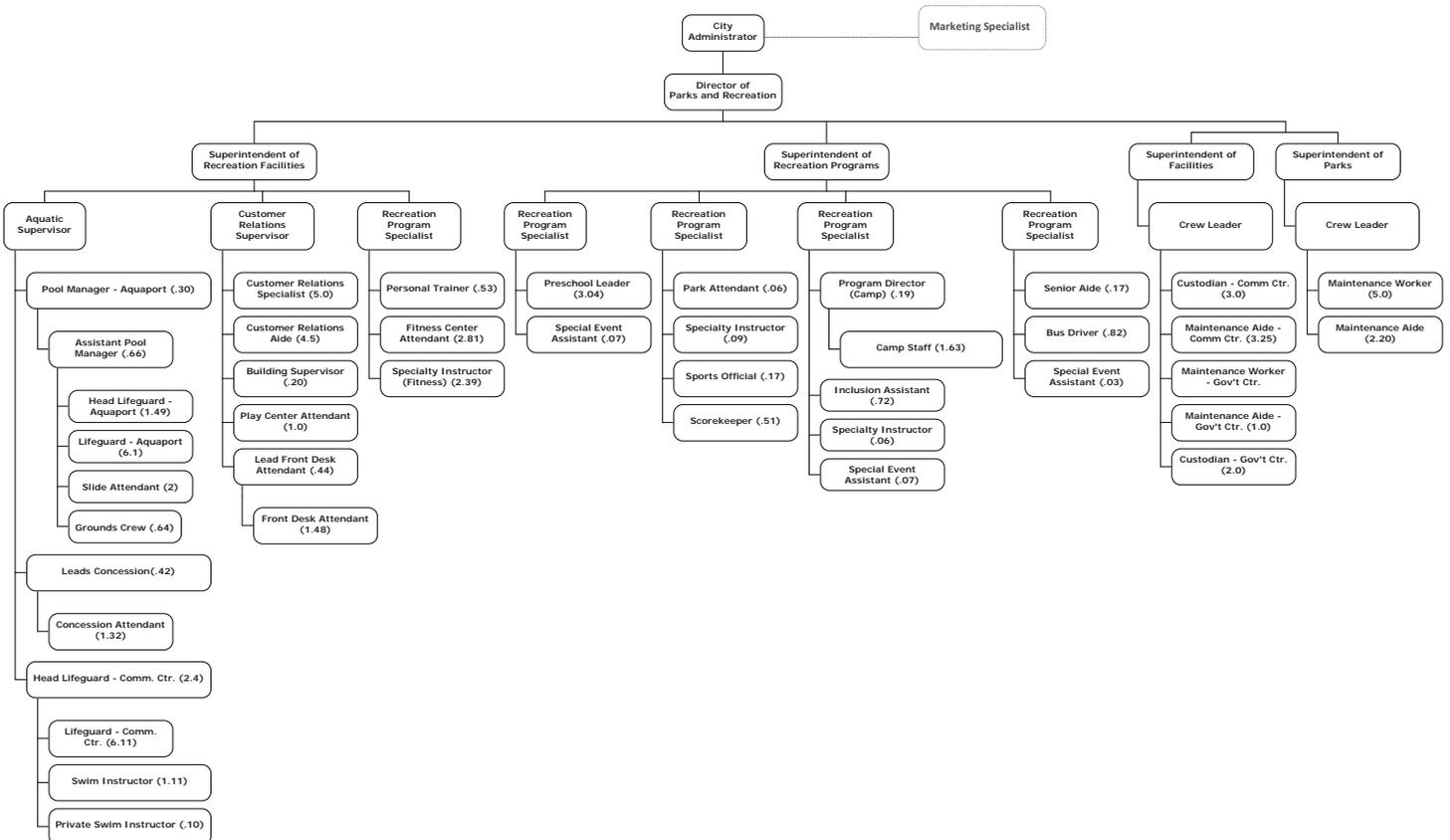
Parks and Recreation

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.		164,624		164,624
Recreation Services		2,519,789		2,519,789
Community Center Maint.		1,055,098		1,055,098
Government Center Maint.	577,924			577,924
Aquaport		741,456		741,456
Parks Maintenance		1,002,031		1,002,031
Capital Improvements		286,000		286,000
Beautification			16,000	16,000
Total	\$577,924	\$5,768,998	\$16,000	6,362,922

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 2023

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.

2023 Programmatic Goals

Goals

Continue developing plans for the Fee Fee Baseballs field usage.

Update policies and procedures throughout the department.

Challenge staff to seek more efficient ways of doing things. This includes payroll, preparing agendas and meeting minutes, keeping up with building and park maintenance.

Complete customer relations and safety trainings for the department on a quarterly basis.

2022 Programmatic Goals - Status

Goals	Status	Comments
Develop plans for usage of the Fee Fee Baseball Fields in phases, beginning in 2020 and finalizing by 2022.	In progress	
Apply for municipal grant for playground equipment at Parkwood and Vago Park.	Goal met	Municipal grant was applied for funds for the Sustainability Center project. Playground equipment for parks was pushed to 2023.

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Group Exercise Memberships Sold	64	82	85	85
Silver Sneakers Pass Registrations	135	593	625	625
Silver Sneakers Visits	18,717	18,493	24,000	28,000
Community Center Membership Swipes	71,732	58,256	89,400	95,000

** The 2020 COVID-19 pandemic significantly altered program and service offerings due to social distancing and gathering size restrictions, thereby impacting performance measures.*



DEPARTMENT Parks & Recreation	NUMBER 80	PROGRAM Parks & Recreation Admin.	NUMBER 001
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	0	139,431	134,784
CONTRACTUAL SERVICES	21,530	24,540	29,340
COMMODITIES	314	500	500
TOTAL EXPENDITURES	21,844	164,471	164,624
Personnel Schedule			
Position	2021	2022	2023
DIRECTOR OF PARKS & RECREATION	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	1.00	1.00	1.00



Annual Budget -2023

Parks Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Parks & Recreation		80	Parks & Recreation Admin.			001
Personnel Services		2021	2022	2023	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
710.00	SALARIES	0	100,000	105,000	Supervisory	105,000
711.00	BENEFITS	0	39,431	29,784	FICA	8,032
					Workers' compensation	315
					Health insurance	9,028
					Life & Disability insurance	1,050
					Dental insurance	334
					Pension	11,025
	TOTALS	0	139,431	134,784		



DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Parks & Recreation Admin.			NUMBER 001
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	20,346	12,600	17,600	Smart phones (1)	600
					Inclusion agreement	15,000
					Music license	1,600
					Liquor license	400
720.51	PROFESSIONAL DEVELOPMENT	1,184	5,440	5,240	See professional development request	5,240
720.80	VEHICLE REIMBURSEMENT	0	6,500	6,500	Mileage reimbursement	500
					Car allowance	6,000
	TOTALS	21,530	24,540	29,340		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Parks & Recreation	80	Parks & Recreation Admin.	001
Professional Development Request			
Organization/Conference	Location	Amount	Detail
METRO MEETINGS	Local	40	St. Louis area P&R professionals
MPRA CONFERENCE	Lake of the Ozarks, MO	1,000	
NAT'L REC & PARK ASSOCIATION		1,150	Membership dues
NRPA CONFERENCE	Dallas, TX	2,400	
PROFESSIONAL TRAINING	Local	500	Special seminars in customer service and/or computers (2)
SERVICE ORGANIZATION		150	Membership dues
	TOTAL REQUEST	5,240	



Annual Budget -2023

Parks Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Parks & Recreation Admin.			NUMBER 001
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	314	500	500	Misc. expenses	300
					Reference publications and subscriptions	200
	TOTALS	314	500	500		

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 implementation, management, and coordination of the swim lessons program; group and private, aquatics special events/programs, special pool related rentals and after hour lock-ins for the Maryland Heights Community Center indoor pool.

Strategic Goal(s) Activity for 2023
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. Consider healthy lifestyle focus in events and facilities.
2. Provide additional recreation programs for all age groups.

2023 Programmatic Goals
Goals
Increase participation in preschool by 10%.
Increase participation in Learn to Skate program by 10%.
Complete 450 camp registration for the 2023 summer season.
Investigate additional food and beverage options for Summer Concert Series.
Evaluate fitness programs for participation and program structure with a full report.
Investigate new membership structure for Community Center.
Add at least two new enhancements for customer relations/retention.

2022 Programmatic Goals - Status		
Goals	Status	Comments
Increase vendors by five at Pop-Up Market at Community Center for 2022. May through October.	Goal met	
Host two new programs/special events at Centene Community Ice Center in 2022.	Not met	
Complete 400 camp registrations for 2022 summer season.	Goal met	
Host two new programs/special events in the Indoor Pool in 2022.	Not met	
Register 100 vendors at craft/vendor fair.	Ongoing	
Investigate new membership structure for Community Center.	Ongoing	
Investigate a Sponsorship program for special events.	Withdrawn	

Performance Measures	2019 Actual	2020 Actual	2021 Estimate	2022 Projected
Children with disabilities served	0	5	6	6
Recreation Program Registrations	2,067	3,092	4,000	4,200
Senior Luncheon Attendance	205	213	1,200	1,200
Recreation Programs offered	178	238	200	250
Transportation provided (one-way trips)	5,546	8,107	8,000	8,000

**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 Parks & Recreation	NUMBER 80	PROGRAM Recreation Services	NUMBER 002
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	1,643,778	2,242,349	2,088,439
CONTRACTUAL SERVICES	134,330	228,645	293,040
COMMODITIES	66,679	119,000	138,310
TOTAL EXPENDITURES	1,844,787	2,589,994	2,519,789



DEPARTMENT	NUMBER	PROGRAM	NUMBER
Parks & Recreation	80	Recreation Services	002
Personnel Schedule			
Position	2021	2022	2023
SUPERINTENDENT OF REC PROGRAMS	1.00	1.00	1.00
SUPERINTENDENT REC FACILITIES	1.00	1.00	1.00
MARKETING SPECIALIST	1.00	1.00	1.00
REC PROGRAM SPECIALIST	5.00	5.00	5.00
CUSTOMER RELATIONS SUPERVISOR	1.00	1.00	1.00
CUSTOMER RELATIONS SPECIALIST	4.00	5.00	5.00
CUSTOMER RELATIONS AIDE	5.00	5.00	4.50
AQUATIC SUPERVISOR	1.00	1.00	1.00
HEAD LIFEGUARD	2.51	2.40	2.40
LIFEGUARD	6.75	6.11	6.11
PRIVATE SWIM INSTRUCTOR	0.00	0.10	0.10
SWIM INSTRUCTOR	1.11	1.11	1.11
BUILDING SUPERVISOR	0.00	0.20	0.20
PLAY CENTER ATTENDANT	2.00	2.00	1.00
PERSONAL TRAINER	0.00	0.53	0.53
FITNESS CENTER ATTENDANT	3.00	3.50	2.81
SPECIALTY INSTRUCTORS	0.00	1.98	2.54
SPECIAL EVENT ASSISTANT	0.00	0.05	0.17
PROGRAM DIRECTOR	0.00	0.90	0.19
PRESCHOOL LEADER	2.50	1.94	3.04
PARK ATTENDANT	0.06	0.06	0.06
SPORTS OFFICIAL	0.06	0.03	0.17
SCOREKEEPER	0.00	0.00	0.51
CAMP STAFF	3.50	1.37	1.63
INCLUSION ASSISTANT	0.00	0.70	0.72
BUS DRIVER	0.78	0.87	0.82
SENIOR AIDE	0.36	0.32	0.17
RECREATION ASSISTANT	2.00	2.00	0.00
DANCE INSTRUCTOR	0.30	0.00	0.00
PROGRAM INSTRUCTOR	1.60	0.00	0.00
MARKET MANAGER	0.17	0.00	0.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	45.70	46.17	43.78



Annual Budget -2023

Parks Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Recreation Services			NUMBER 002
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	1,251,448	1,747,660	1,675,341	Supervisory	157,087
					Regular	651,327
					Part-time	859,280
					Overtime	4,000
					Longevity pay	3,647
711.00	BENEFITS	392,330	494,689	413,098	FICA	128,145
					Workers' compensation	40,070
					Health insurance	146,118
					Life & Disability insurance	8,077
					Dental insurance	5,010
					Pension	85,678
	TOTALS	1,643,778	2,242,349	2,088,439		



Annual Budget -2023

Parks Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Recreation Services			NUMBER 002
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	16,615	30,810	73,460	Contractual sportmonster	40,000
					Bus for camp	1,650
					Movie license	1,000
					Monthly speakers-senior program	3,250
					Lunch caterers-senior program	14,400
					CDMA fees	160
					Smart phones (5)	3,000
					Program instructors	10,000
720.15	CULTURAL ACTIVITIES	18,159	23,000	25,000	Concerts/Visual Arts	10,650
					Worldfest	13,650
					One day cultural event	700
720.25	DATA PROCESSING	17,868	21,355	21,455	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	2,600
					Digiquatics Scheduling program	2,000
					Kid Check	1,500
720.26	PRINTING & BINDING	18,761	24,300	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	27,195	30,000	30,000	Credit card processing fees	30,000
720.35	ICE CENTER	23,013	50,000	50,000	Various ice programs/facility fees	50,000
720.51	PROFESSIONAL DEVELOPMENT	4,147	13,030	22,175	See professional development request	22,175
720.58	RECREATION TRIPS	8,572	29,500	40,000	Bus rentals for trips- all ages	40,000
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
	TOTALS	134,330	228,645	293,040		



DEPARTMENT Parks & Recreation	NUMBER 80	PROGRAM Recreation Services	NUMBER 002
Professional Development Request			
Organization/Conference	Location	Amount	Detail
AMERICA FOR THE ARTS MEMBERSHIP		150	
IRPA CONFERENCE (4)	Chicago, IL	4,500	
LIFEGUARD CERT, TRAINING & AUDITS	Local	5,625	Lifeguard certification, training and audits
LOCAL WORKSHOPS AND SEMINARS		500	
MISSOURI ARTS COUNCIL MEMBERSHIP		500	
MPRA CONFERENCE (4)	Lake of the Ozarks, MO	2,000	
MPRA MEMBERSHIPS		4,500	Missouri Park and Recreation association dues (10)
NRPA CONFERENCE (1)	Phoenix, AZ	2,400	
PART-TIME STAFF TRAINING		2,000	
	TOTAL REQUEST	22,175	



Annual Budget -2023

Parks Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Recreation Services		NUMBER 002
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	60,694	105,000	126,310	Program supplies 105,310 Fitness Supplies/Events 2,500 Birthday party supplies 2,000 Marketing and promotion supplies 10,000 Indoor pool supplies/teaching aids 750 Play center supplies 750 Laptops for superintendents (2) 5,000
730.21	MOTOR FUEL & LUBRICANTS	4,763	4,000	4,000	Fuel for bus 4,000
730.25	UNIFORMS	1,222	10,000	8,000	Program staff and participant shirts 3,000 Community Center facility staff - fulltime and part-time 5,000
TOTALS		66,679	119,000	138,310	

Community Center Maintenance

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals

Goals

Certify at least one member of the maintenance department as a Certified Pool Operator (CPO) or Aquatic Facility Operator (AFO).

Research Maintenance Ticketing Software for the department use.

Create a SOP for aquatic pump rooms and identify valves, pumps and motors with the Superintendent of Recreation Facilities.

Continue facility inspections and reports on a monthly basis.

2022 Programmatic Goals - Status

Goals

Status

Complete annual fire drill and tornado drill for all employees.

In progress

Complete monthly inspections identifying, documenting and correcting deficiencies found in the building on a monthly basis.

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.

In progress

Develop a standard operating procedure for inspection for elevators.

Goal met

Performance Measures

Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Room Setups Completed	542	1,056	1,266	1,500
Maintenance work orders completed	452	537	550	600

The 2020 COVID-19 pandemic significantly altered program and service offerings due to social distancing and gathering size restrictions, thereby impacting performance measures.



DEPARTMENT Parks & Recreation	NUMBER 80	PROGRAM Community Center Maint.	NUMBER 003
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	469,660	510,394	556,623
CONTRACTUAL SERVICES	331,584	364,475	363,475
COMMODITIES	98,084	103,000	90,000
CAPITAL	0	47,737	45,000
TOTAL EXPENDITURES	899,328	1,025,606	1,055,098
Personnel Schedule			
Position	2021	2022	2023
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
Parks & Recreation		80	Community Center Maint.		003
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	336,103	366,816	407,083	Regular 285,660 Part-time 113,230 Overtime 4,000 Longevity pay 4,193
711.00	BENEFITS	133,557	143,578	149,540	FICA 31,140 Workers' compensation 28,722 Health insurance 54,303 Life & Disability insurance 2,853 Dental insurance 1,670 Pension 30,852
TOTALS		469,660	510,394	556,623	



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Parks Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Community Center Maint.			NUMBER 003
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	74,798	67,975	66,975	Extermination 1,000 Emergency repairs/inspections 5,000 Window cleaning 10,000 Smart phones (2) 1,200 Carpet cleaning 2,000 Chiller maintenance contract 15,000 Various building repairs 5,000 Generator service agreement 3,000 Elevators service 2 units 8,500 Backflow 4 units 1,500 Boiler service three units 3,500 Bluetooth receiver replacement 775 3" ACV Control Valve, Pressure Reducer for Community Center 10,500	
720.25	DATA PROCESSING	400	0	0		
720.28	RENTAL - EQUIPMENT	0	4,000	4,000	Community Center rental equipment 4,000	
720.30	UTILITIES SERVICES	248,933	280,000	280,000	Gas & electric 240,000 Water & sewer 40,000	
720.51	PROFESSIONAL DEVELOPMENT	49	500	500	See professional development request 500	
720.61	M&R EQUIPMENT	7,404	12,000	12,000	Security and fire monitoring equipment 2,000 Annual maintenance contract fitness equipment 10,000	
TOTALS		331,584	364,475	363,475		



DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Community Center Maint.	NUMBER 003
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
IFMA MEMBERSHIP		500	International Facility Manager's Association	
	TOTAL REQUEST	500		



Annual Budget -2023

Parks Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Community Center Maint.			NUMBER 003
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	89,440	94,000	81,000	Custodial supplies, small tools, paper products	27,500
					Key FOB Community Center	5,200
					First aid supplies	3,500
					Gym wipes	13,000
					Tool cart and misc. small tools	2,000
					Indoor pool chemicals	16,000
					UV lights 2X's year maintenance/replacement	6,000
					Dogport supplies and tags	300
					HVAC air filters	5,500
					Rubber Parking Bumpers (20)	2,000
730.25	UNIFORMS	8,644	9,000	9,000	Department/facility staff shirts full and part time	9,000
	TOTALS	98,084	103,000	90,000		



DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Community Center Maint.		NUMBER 003
Capital Request					
Capital Item	Number Requested	Replace/ Add	Unit Cost	Total Cost	Description
FITNESS EQUIPMENT (7 PIECES)	1	R	45,000	45,000	Replacing 7 pieces of fitness equipment
TOTAL REQUEST				45,000	

Government Center Maintenance

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals
Goals
Identify and label all electrical panels and emergency shut-offs for maintenance room at Government Center.
Research Maintenance Ticketing Software for the department use.
Continue facility inspections and reports on a monthly basis.

2022 Programmatic Goals - Status		
Goals	Status	Comments
Complete annual Fire Drill and Tornado drill for the facility.	In progress	
Complete monthly inspections identifying, documenting and correcting deficiency.	In progress	
Develop a standard operating procedure for elevator inspections.	Goal met	
Provide on-going training for all part time staff, where emergency shut off locations are for water, etc.	In progress	

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Maintenance work orders completed	467	587	550	550
Room setups completed	271	241	295	325



DEPARTMENT Parks & Recreation	NUMBER 80	PROGRAM Government Center Maint.	NUMBER 004
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	237,952	259,946	263,449
CONTRACTUAL SERVICES	254,645	258,175	266,175
COMMODITIES	46,567	48,300	48,300
CAPITAL	139,463	0	0
TOTAL EXPENDITURES	678,627	566,421	577,924
Personnel Schedule			
Position	2021	2022	2023
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 -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Parks & Recreation		80	Government Center Maint.			004
Personnel Services		2021	2022	2023		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
710.00	SALARIES	168,047	185,410	189,809	Regular	148,632
					Part-time	35,153
					Overtime	3,000
					Longevity pay	3,024
711.00	BENEFITS	69,905	74,536	73,640	FICA	14,518
					Workers' compensation	13,315
					Health insurance	27,084
					Life & Disability Insurance	1,484
					Dental insurance	1,002
					Pension	16,237
	TOTALS	237,952	259,946	263,449		



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Parks & Recreation		80	Government Center Maint.			004
Contractual Services		2021	2022	2023		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
720.11	MISC. CONTRACTUAL	98,329	97,575	105,575	Pest control	1,000
					Generator service agreement	4,600
					Various building repairs including dispatch HVAC	31,450
					Fire protection sprinkler maintenance	4,100
					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	14,500
720.30	UTILITIES SERVICES	156,267	160,200	160,200	Water & sewer	20,500
					Electric	108,100
					Gas	31,600
720.51	PROFESSIONAL DEVELOPMENT	49	400	400	See professional development request	400
	TOTALS	254,645	258,175	266,175		



DEPARTMENT		NUMBER	PROGRAM	NUMBER
Parks & Recreation		80	Government Center Maint.	004
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
VARIOUS	Local	400	Staff training	
	TOTAL REQUEST	400		



Annual Budget -2023

General Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Government Center Maint.			NUMBER 004
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	45,633	45,800	45,800	Janitorial supplies and small tools	40,450
					HVAC air filters	5,350
730.25	UNIFORMS	934	2,500	2,500	Maintenance uniforms full and part-time staff	2,500
	TOTALS	46,567	48,300	48,300		

Aquaport

Department	No.	Program	No.	Program Manager
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.

2023 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.

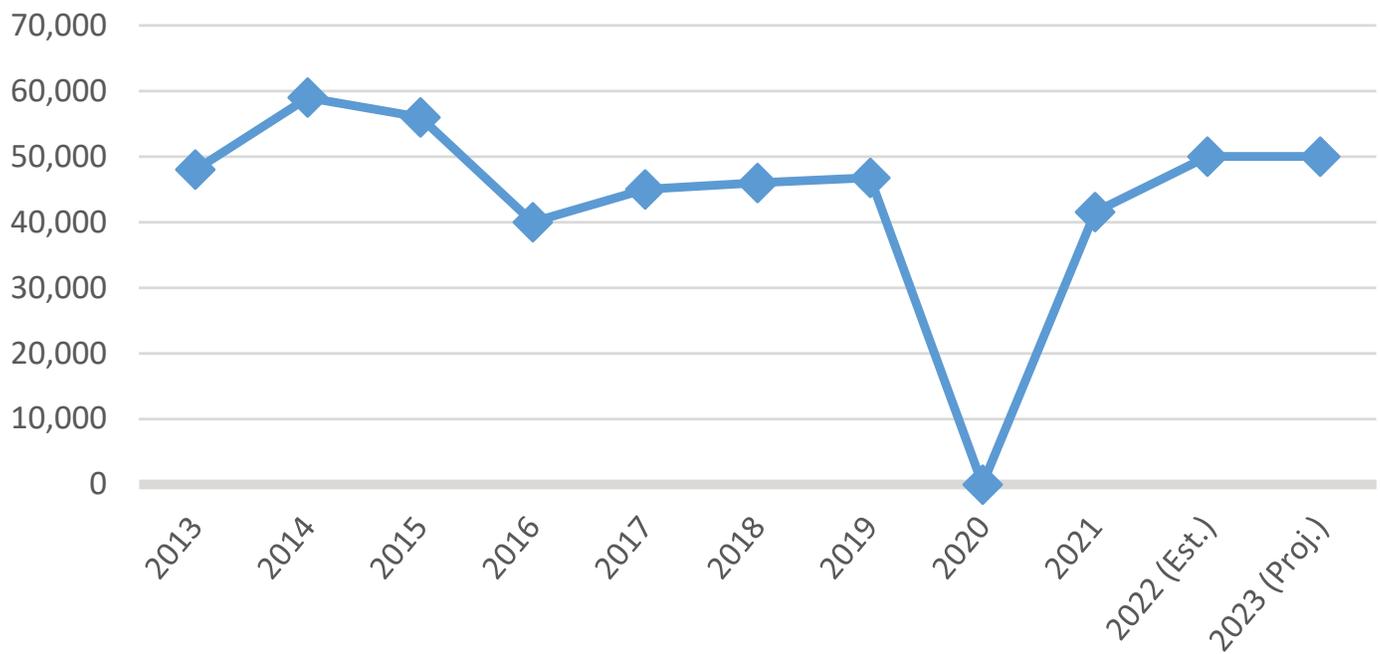
Increase FlowRider rentals by 10% from 2022 season.

2022 Programmatic Goals - Status

Goals	Status	Comments
Increase FlowRider rentals by 10% from 2021	Not met	
Implement new Learn to Surf lesson utilizing the Flow Rider.	Not met	
Increase program opportunities for River Walking and Little Splashers.	Not met	
Develop, implement, and maintain pool operations for new equipment both in filter room and concessions. Write down protocols in working manual.	Ongoing	

Performance Measures

Total Seasonal Attendance at Aquaport



Metrics	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Total attendance	0	41,564	50,000	50,000
Flow Rider Wristbands Sold*	N/A	3,404	5,000	5,000
Creve Coeur Usage	0	412	400	400
Bridgeton Usage	0	350	300	300
Groupons redeemed	0	4,536	No Longer Offer	No Longer Offer
Special Events	0	4	10	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.*



DEPARTMENT Parks & Recreation	NUMBER 80	PROGRAM Aquaport	NUMBER 007
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	284,985	482,003	460,651
CONTRACTUAL SERVICES	156,326	135,030	138,455
COMMODITIES	160,189	135,850	142,350
TOTAL EXPENDITURES	601,500	752,883	741,456
Personnel Schedule			
Position	2021	2022	2023
AQUAPORT POOL MANAGER	0.00	0.30	0.30
AQUAPORT ASST. POOL MANAGER	0.00	0.66	0.66
LIFEGUARD MANAGER	0.87	0.00	0.00
HEAD LIFEGUARD	1.38	1.49	1.49
LIFEGUARD	6.97	6.81	6.10
SLIDE ATTENDANT	2.49	2.61	2.00
LEAD CONCESSIONS	0.42	0.42	0.42
CONCESSION ATTENDANT	1.32	1.32	1.35
LEAD FRONT DESK ATTENDANT	0.44	0.44	0.44
FRONT DESK ATTENDANT	1.48	1.48	1.48
AQUAPORT GROUNDS CREW	0.64	0.64	0.64
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	16.01	16.17	14.88



Annual Budget -2023

Parks Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Aquaport		NUMBER 007
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	265,920	419,542	401,341	Part-time 401,341
711.00	BENEFITS	19,065	62,461	59,310	FICA 30,698 Workers' compensation 28,612
	TOTALS	284,985	482,003	460,651	



Annual Budget -2023

Parks Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Aquaport			NUMBER 007
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	18,307	20,200	23,200	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
					Opening/winterization - pools	7,000
					Back Flow prevention cert	250
					First aid supplies	650
					Winterization - icemakers	450
720.26	PRINTING & BINDING	180	2,000	1,000	Aquaport brochures and free passes	1,000
720.30	UTILITIES SERVICES	128,466	96,250	96,250	Electric	39,250
					Water & sewer	57,000
720.34	CREDIT CARD PROCESSING FEES	5,903	8,000	8,000	Concession stand/admissions	8,000
720.51	PROFESSIONAL DEVELOPMENT	2,408	3,580	6,505	See professional development request	6,505
720.84	ADVERTISING	1,062	5,000	3,500	Advertising - hiring, banners, postings	3,500
	TOTALS	156,326	135,030	138,455		



DEPARTMENT Parks & Recreation	NUMBER 80	PROGRAM Aquaport	NUMBER 007
Professional Development Request			
Organization/Conference	Location	Amount	Detail
BASIC SANITATION (CONCESSION STAFF)	Local	300	Concession certification for all managers (3)
FOOD SAFE TRAINING	Local	580	
STARGUARD CERTS, TRAINING & AUDITS	Local	5,625	
	TOTAL REQUEST	6,505	



Annual Budget -2023

Parks Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Aquaport		NUMBER 007
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
730.13	MISC. SUPPLIES	62,963	75,000	85,000	Concession goods 85,000
730.20	OPERATIONAL SUPPLIES	92,493	51,400	48,100	Janitorial supplies 5,000 Tubes 2,000 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 3,000 Staff chairs and stools, replacement umbrellas for stands etc. 3,000 Chemicals for aquatic center 22,000 Vacuum (2nd) 1,500 Training AED, training doll 1,500 Digiquatics Scheduling program 1,200 Air Compressor 400 Fanny Packs, Seal Easy Masks 500 Mannequins, trauma bag supplies 2,500
730.25	UNIFORMS	4,733	9,450	9,250	Staff & lifeguard shirts 2,000 Lifeguard suits and gear 6,250 Whistles, lanyards, visors/hats 1,000
	TOTALS	160,189	135,850	142,350	

Parks Maintenance

Department	No.	Program	No.	Program Manager
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, Fee Fee Greenway, walking paths, and other public facilities.

2023 Programmatic Goals

Goals

Rebuild flood areas in the parks system from the 2022 flood.

Coordinate project management in the park system that include solar panel canopy structure, Vago small play-ground structure and Parkwood Trail fitness stations.

Attend Supervisor training for all current and new supervisors.

2022 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	
Implement placing work order forms in LaserFische.	Ongoing	
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	

Performance Measures	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Pavilion reservations	59	245	250	250
Work orders completed	113	178	250	250
Trees planted on city grounds	4	50	126	50
Assist with Special Events	52	58	50	60
Parks Inspections	40	48	48	48

The 2020 COVID-19 pandemic significantly altered program and service offerings due to social distancing and gathering size restrictions, thereby impacting performance measures.



DEPARTMENT Parks & Recreation	NUMBER 80	PROGRAM Parks Maintenance	NUMBER 008
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
PERSONNEL SERVICES	554,473	586,977	705,181
CONTRACTUAL SERVICES	180,946	193,875	180,875
COMMODITIES	48,456	80,225	93,675
CAPITAL	6,045	0	22,300
TOTAL EXPENDITURES	789,920	861,077	1,002,031
Personnel Schedule			
Position	2021	2022	2023
SUPERINTENDENT OF PARKS	1.00	1.00	1.00
CREW LEADER	1.00	1.00	1.00
MAINTENANCE WORKER	4.00	5.00	5.00
MAINTENANCE AIDE (PART-TIME)	2.20	2.20	2.20
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	8.20	9.20	9.20



Annual Budget -2023

Parks Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Parks Maintenance			NUMBER 008
Personnel Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	391,980	418,563	511,356	Regular	423,010
					Part-time	76,648
					Overtime	6,000
					Longevity pay	5,698
711.00	BENEFITS	162,493	168,414	193,825	FICA	39,114
					Workers' compensation	31,095
					Health insurance	71,411
					Life & Disability insurance	4,226
					Dental insurance	2,338
					Pension	45,641
TOTALS		554,473	586,977	705,181		



Annual Budget -2023

Parks Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Parks Maintenance			NUMBER 008
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	41,657	75,100	39,100	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
					Water heater and door replacement	3,000
					Irrigation Controller Fees	600
720.18	LEVEE DISTRICT ASSESSMENT	88,662	67,000	88,000	Sportport	88,000
720.28	RENTAL - EQUIPMENT	2,977	5,000	6,000	Rental of misc. yard equipment - for cleaning up lots and maintenance of trail	6,000
720.30	UTILITIES SERVICES	46,460	42,875	42,875	Water & sewer	32,125
					Gas & electric	10,750
720.51	PROFESSIONAL DEVELOPMENT	1,190	3,900	4,900	See professional development request	4,900
	TOTALS	180,946	193,875	180,875		



DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Parks Maintenance	NUMBER 008
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
CERTIFICATIONS	St. Louis, MO	2,000	Renewal of chemicals license, arborist CEUs	
CPSI (2)		2,000		
MISSOURI TURF & ORNAMENTAL COUNCIL		200	Membership dues	
TRAINING/SKILL DEVELOPMENT	Local	700	Maintenance training program (7)	
	TOTAL REQUEST	4,900		



Annual Budget -2023

Parks Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Parks & Recreation		80	Parks Maintenance			008
Commodities		2021	2022	2023		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
730.20	OPERATIONAL SUPPLIES	38,945	67,950	81,400	Janitorial supplies	15,900
					Fixtures, flags and misc. repair parts	5,000
					Sand, gravel and concrete	8,150
					Flowers, shrubs, seed and fertilizer - includes Aquap.,Gov. Center, Com. Center	12,500
					Small tools	2,800
					Gas powered tools: weed eaters, chainsaws, push mower	5,000
					Tables and benches	5,000
					Paint, stain, and sealer	2,550
					Mulch	3,500
					New trees	7,000
					Water bottle filling station - Eise park and front of Vago	2,000
					New landscape on patio of Community Center	2,500
					Large pots for Aquaport/Community Center	2,500
					Painting of Splash Pad features	2,000
					Dogport KeyFob	5,000
730.21	MOTOR FUEL & LUBRICANTS	8,863	8,150	8,150	Diesel fuel, gasoline	8,150
730.25	UNIFORMS	648	4,125	4,125	Uniforms & clothing for park maintenance	4,125
	TOTALS	48,456	80,225	93,675		

Capital Projects

Department	No.	Program	No.	Program Manager
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 - 2023					
Project No.	Project Name	Estimated project cost	Estimated expenditures through 2022	2023 Budget (proposed)	Future Cost
	Vago Park Small Playground and Surface	161,000	0	161,000	0
	Parkwood Park Fitness Equipment	125,000	0	125,000	0
TOTAL 2023				\$286,000	

Beautification

Department	No.	Program	No.	Program Manager
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.

2023 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.

2022 Programmatic Goals - Status

Goals	Status	Comments
Commission has established a five year plan, implement goal one, establish planting at median on Dorsett near Lindbergh Blvd.	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	



Annual Budget -2023
Beautification Fund

DEPARTMENT Parks & Recreation	NUMBER 80	PROGRAM Beautification	NUMBER 010
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
CONTRACTUAL SERVICES	3,675	16,000	14,000
COMMODITIES	65	2,100	2,000
TOTAL EXPENDITURES	3,740	18,100	16,000
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Annual Budget -2023

Beautification Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Beautification			NUMBER 010
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	3,675	16,000	14,000	Annual Art (CCA)	4,000
					Art location prep	2,000
					Paint murals on retaining walls, Dorsett locations, working with St. Louis county	8,000
	TOTALS	3,675	16,000	14,000		



Annual Budget -2023
Beautification Fund

DEPARTMENT Parks & Recreation		NUMBER 80	PROGRAM Beautification			NUMBER 010
Commodities		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	65	2,100	2,000	Marketing and promotion for murals, yard of the month, artist promotions for banners	1,500
					Supplies for special meetings and workshops	500
	TOTALS	65	2,100	2,000		



Human Services

Human Services

Department Summary

<u>Program</u>	<u>General Fund</u>
Human Services	225,000
Total	\$225,000

Human Services

Department	No.	Program	No.	Program Manager
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.

2023 Programmatic Goals
Goals
Process 1,100 rebate applications during the first 30 days of the 2023 rebate program.
Provide checks to qualified applicants within 14 days of application, 95% of the time.

2022 Programmatic Goals - Status		
Goals	Status	Comments
Process 1,100 rebate applications during the first 30 days of the 2022 rebate program.	In progress	
Provide checks to qualified applicants within 14 days of application, 95% of the time.	In progress	

Performance Measures				
Metrics	2020 Actual	2021 Actual	2022 Estimated	2023 Projected
Rebate applications processed	1,328	1,300	1,400	1,400



Annual Budget -2023

General Fund

DEPARTMENT Human Services	NUMBER 90	PROGRAM Human Services	NUMBER 003
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
CONTRACTUAL SERVICES	174,664	225,000	225,000
TOTAL EXPENDITURES	174,664	225,000	225,000
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Annual Budget -2023

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Human Services		90	Human Services			003
Contractual Services		2021	2022	2023	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
720.91	UTILITY TAX REBATE PMTS.	174,664	225,000	225,000	Payments to qualified seniors and disabled residents 225,000	
	TOTALS	174,664	225,000	225,000		



Debt Service

Debt Services

Department Summary

<u>Program</u>	<u>Community Center Debt Service Fund</u>	<u>Westport Plaza TIF</u>	<u>Total</u>
Debt Service	979,160	2,800,000	3,779,160
Total	\$979,160	\$2,800,000	\$3,779,160

Debt Service

Department	No.	Program	No.	Program Manager
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>
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
TOTAL	\$10,540,000	\$2,157,013	\$12,697,013



Annual Budget -2023

Community Center Debt Service Fund

DEPARTMENT Debt Service	NUMBER 01	PROGRAM Debt Service	NUMBER 000
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
CONTRACTUAL SERVICES	2,279	5,900	2,300
DEBT SERVICES	979,082	979,100	976,860
TOTAL EXPENDITURES	981,361	985,000	979,160
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Community Center Debt Service Fund

DEPARTMENT Debt Service		NUMBER 01	PROGRAM Debt Service			NUMBER 000
Contractual Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
720.86	TRUSTEE FEES	2,279	5,900	2,300	Trustee fees, compliance filings	2,300
	TOTALS	2,279	5,900	2,300		



Community Center Debt Service Fund

PROGRAM Debt Service		NUMBER 01	PROGRAM Debt Service			NUMBER 000
Debt Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail	
Account Number	Account Description					
760.20	DEBT SERVICE PAYMENTS	314,082	314,100	286,860	Interest	286,860
760.40	PRINCIPAL PAYMENT	665,000	665,000	690,000	Principal payment	690,000
	TOTALS	979,082	979,100	976,860		

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 -2023

Westport Plaza TIF

DEPARTMENT Debt Service	NUMBER 01	PROGRAM Debt Service	NUMBER 000
Program Budget			
Object of Expenditure	2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)
DEBT SERVICES	1,836,931	2,800,000	2,800,000
TOTAL EXPENDITURES	1,836,931	2,800,000	2,800,000
Personnel Schedule			
Position	2021	2022	2023
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Annual Budget -2023

Westport Plaza TIF

PROGRAM Debt Service		NUMBER 01	PROGRAM Debt Service		NUMBER 000
Debt Services		2021 Budget (Actual)	2022 Budget (Amended)	2023 Budget (Proposed)	Detail
Account Number	Account Description				
760.20	DEBT SERVICE PAYMENTS	916,931	800,000	800,000	Interest on TIF bonds 800,000
760.40	PRINCIPAL PAYMENT	920,000	2,000,000	2,000,000	TIF Bonds Series 2020 2,000,000
	TOTALS	1,836,931	2,800,000	2,800,000	



Appendix

Position Classification Plan

Full Time Employees

Position Classification Key

<i>E- Exempt Employees</i>	<i>PD2 - Police Corporal/Lead Detective</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>	<i>A - Appointed</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. Payroll/HR Assistant	NE 4
2. Accounting Clerk	NE 6
3. Senior Accountant	E 13

Technology Support Services

1. Data Systems Technician	NE 9
2. 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

Legal Services

1. Assistant to the Prosecutor	NE 6
2. City Attorney	A
3. Prosecutor	A

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. Director Economic Development	E 17
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	A
2. Provisional Municipal Judge	A

The City's Position Classification Plan and Position Pay Plan will be reviewed in 2023.

Parks and Recreation

Administrative Support Services	Grade
1. Customer Relations Specialist	NE 3
2. Customer Relations Supervisor	NE 5
3. 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 Program Specialist	NE 5
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Management Services

1. Aquatics Supervisor	E 11
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 Sergeant	PD 1

Law Enforcement Services

1. Jailer	NE 2
2. Police Recruit	PA 1
3. Police Officer	PD 1
4. Lead Detective	PD 2
5. Police Corporal	PD 2
6. 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
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Engineering Services

1. Engineering Technician	NE 7
2. Engineer	E 13

Management Services

1. Fleet Maintenance Supervisor	E 12
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 Pool Manager	T
2. Aquaport Assistant Pool Manager	T
3. Aquaport Slide Attendant	T
4. Aquaport Grounds Crew	T
5. Aquaport Lead Concession/ Lead Front Desk Attendant	T
6. Aquaport Concession Attendant/ Front Desk Attendant	T
7. Bailiff	T
8. Building Supervisor	T
10. Bus Driver	T
11. Park Attendant	T
12. Program Director	T
13. Camp Staff	T
14. Court Aide	T
15. Customer Relations Aide	T
16. Fitness Center Attendant	T
17. Head Lifeguard	T
18. Lifeguard	T
19. Intern	T
20. Inclusion Assistant	T
21. Maintenance Aide	T
22. Personal Trainer	T
23. Play Center Attendant	T
24. Preschool Leader	T
25. Private Swim Instructor	T
26. Program Director	T
27. Senior Aide	T
28. Special Event Assistant	T
29. Specialty Instructor	T
30. Sports Official	T
31. Scorekeeper	T
32. Swim 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	33,203	34,055	34,927	35,823	36,742	37,683
NE 2	Custodian; Jailer; Mechanic Helper	38,832	39,829	40,850	41,896	42,970	44,073
NE 3	Customer Relations Specialist; Records Clerk/Administration; Police Records Clerk; Secretary/Detective Bureau	43,219	44,328	45,464	46,629	47,825	49,051
NE 4	Administrative Assistant; Court Assistant; HR/Payroll Assistant	45,450	46,617	47,812	49,037	50,294	51,584
NE 5	Crime Analyst; Code Enforcement Officer; Customer Relations Supervisor; Exec. Assistant; Recreation Program Specialist; Management Assistant; Maintenance Worker; Permits Coordinator; Police Records Supervisor	48,951	50,207	51,494	52,813	54,168	55,557
NE 6	Accounting Clerk; Dispatcher; HR Generalist; Mechanic; Assistant to the Prosecutor; Marketing/Communications Specialist	54,044	55,428	56,851	58,308	59,803	61,336
NE 7	Building Inspector I; Construction Inspector; Deputy City Clerk/IT Laserfiche; Engineering Technician	59,292	60,814	62,373	63,972	65,612	67,296
NE 8	Building Inspector II; Crew Leader	64,726	66,386	68,087	69,834	71,625	73,461
NE 9	Data Systems Tech.; Plans Examiner	69,491	71,273	73,101	74,974	76,898	78,869
PA 1	Police Recruit	45,450	46,617	47,812	49,037	50,294	51,584
PD 1	Police Officer/Detective./Comm. Supervisor	63,000	64,245	66,815	69,487	72,266	75,156
PD 2	Police Corporal/Lead Detective	64,988	67,586	70,290	73,101	76,026	79,067
PD 3	Police Sergeant	84,541	87,500	90,617	93,734	97,014	98,954

Step 7	Step 8	Step 9	Step 10
38,649	39,641	40,657	42,324
45,203	46,363	47,551	49,501
50,309	51,599	52,922	55,094
52,906	54,263	55,655	57,938
56,981	58,442	59,940	62,399
62,910	64,521	66,176	68,891
69,021	70,790	72,605	75,584
75,345	77,276	79,258	82,510
80,892	82,965	85,093	88,583
52,906	54,263	55,655	57,082
78,163	81,291	83,323	85,406
82,230	85,518	87,657	89,847
100,932	102,951	105,011	107,109

E- Exempt Employees

NE - Non-Exempt Employees

PA1 - Police Recruit

*PD1 - Police Officer/ Detective/
Communications Supervisor*

*PD2 - Police Corporal/Lead
Detective*

PD3 - Police Sergeant

T - Temporary/ Seasonal

Position Pay Plan

Full Time Employees (continued)

Grade	Position	Minimum	Midpoint	Maximum
E 10	Social Worker	55,124	62,697	70,268
E 11	Court Administrator; Planner I; Communications Manager; Aquatics Supervisor	58,851	73,662	88,471
E 12	Planner II; Superintendent of Facilities; Superintendent of Parks; Superintendent of Recreation Facilities, Superintendent of Recreation Programs; Fleet Maintenance Supervisor	60,831	77,748	94,664
E 13	City Planner; Deputy Building Commissioner; Project Manager; Engineer; Senior Accountant	67,379	84,335	101,291
E 14	Assistant to City Administrator; Building Commissioner; City Clerk; Operations Manager	72,096	90,238	108,380
E 15	Assistant Director of Finance; IT Coordinator; HR Manager	77,144	96,556	115,968
E 16	Police Lieutenant	82,543	103,315	124,023
E 17	Director of Community Development; Director of Economic Development; IT Manager; Police Captain	88,321	110,546	132,771
E 18	Deputy Police Chief	94,503	118,285	142,066
E 19	Director of Finance; Director of Parks and Recreation	101,118	126,564	152,011
E 20	Chief of Police; Director of Public Works	108,196	135,424	162,649
E 21	City Administrator	136,788	170,434	204,079

Position Pay Plan

Appointed & Part-Time Positions

Position	Compensation
Municipal Judge	36,000/annual
Provisional Municipal Judge	500/session
Prosecutor	548/call docket 671/trial docket 148/hour (prep and special appearance)

Position	Minimum Hourly	Maximum Hourly
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:	11,980

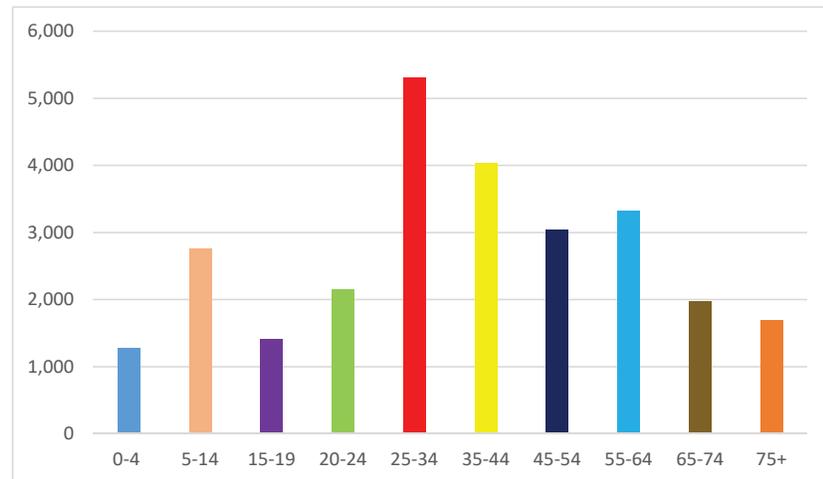
Age Distribution (2020 estimate)

0-4 years	1,282
5-14	2,762
15-19	1,417
20-24	2,159
25-34	5,309
35-44	4,039
45-54	3,040
55-64	3,320
65-74	1,978
75+	1,690
Total	26,996

Land Use

City land size:	23.42 square miles
Miles of city-maintained streets:	96.5
Percentage of land use	
Agricultural	18.1%
Recreational/Open Space	20.1%
Residential	18.8%
Commercial/Industrial	19.6%
Vacant Land	13.9%
Transportation and Utilities	7.1%
Institutional	2.4%
Total built commercial space:	21.4 million square feet
Total licensed businesses:	1,839

Population Distribution by Age



People	Maryland Heights	U.S. (2020 estimate)
Median age	36.4	38.2
Male population	49.6%	49.2%
Female population	51.7%	50.8%

Major Employers	Employed
Spectrum Mid West LLC	2,094
Edward Jones	1,874
World Wide Technology	1,432
Magellan Health Services	1,350
United Healthcare of the Midwest	900
Graybar Electric Company, Inc.	690
Schnucks Markets, Inc.	627
Hollywood Casino	579
Equifax Workforce Solutions	570
Ranken Jordan Pediatric Bridge Hospital	500
Safety National Casualty Corporation	499
Elsevier, Inc.	477
Meridian Medical Technologies, Inc.	456
Enterprise Holdings, Inc.	438
The Boeing Company	412
The Reliable Life Insurance Company	400
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	2022 - 1,220,821,450

Debt Service & Bonds Schedules

Community Center Debt Service Schedule

As an issuer, the City of Maryland Heights' bond rating through S&P Global is BBB-.

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 BB+.

<i>Year</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
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
TOTAL	\$10,540,000	\$2,157,013	\$12,697,013

Industrial Development Authority Revenue Bonds

The IDA revenue bonds are unrated.

<i>Year</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
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
Total	\$53,570,000	45,190,360	98,760,360

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.

Westport Plaza Tax Increment Financing Bonds

The Westport Plaza TIF bonds are unrated.

<i>Maturity</i>	<i>Principal</i>	<i>Interest</i>	<i>Fiscal Year 2023 Estimated Payments</i>	
<i>Year</i>	<i>Rate</i>			
2031	6,580,000	3.625%	Principal	600,000
2038	12,855,000	4.125%	Interest	2,000,000
Total	\$19,435,000		Total	2,600,000

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



2023-2027 CAPITAL IMPROVEMENT PLAN ROAD TO THE FUTURE





City of Maryland Heights CAPITAL IMPROVEMENT PROGRAM 2023-2027

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 expenditure totaling \$27,445,000. Additionally, some projects were started prior to 2023 and/or extend beyond 2027 and would increase the total capital costs to \$36,337,000. The first year of the Program will be incorporated into the capital portion of the FY2023 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.

	Definition
Positive	The project will either generate revenue to offset expenses or will actually reduce overall operating costs.
Negligible	The impact will be very small. It will generate less than \$10,000 per year in increased operating expenditures or savings.
Slight	The impact will be between \$10,000 and \$50,000 per year in increased operating expenditures.
Moderate	The impact will be between \$50,000 and \$100,000 per year in increased operating expenditures.
High	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 negative 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.

CAPITAL IMPROVEMENT PROGRAM
Summary: All Funds
Estimated Expenditure (000's)

	Total Cost	Prior To 2023	2023	2024	2025	2026	2027	Beyond 2027
CAPITAL IMPROVEMENT FUND	33,852	1,042	7,800	2,800	7,585	4,015	2,760	7,850
STREETLIGHTING FUND	49	0	1	1	7	7	33	0
PARKS FUND	2,436	0	286	550	450	575	575	0
TOTAL EXPENDITURES	36,337	1,042	8,087	3,351	8,042	4,597	3,368	7,850



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.



CAPITAL IMPROVEMENT PROGRAM (DRAFT)
CAPITAL IMPROVEMENT FUND
Estimated Expenditure (000's)

PROJ. #	PROJECT NAME	2023	2024	2025	2026	2027	Total 2023-2027	Prior to 2023	Beyond 2027	Total Cost
COLLECTOR STREET PROJECTS										
157	Adie Road (Dorsett Road to Lindbergh Blvd)	2,000					2,000	432		2,432
	Fee Fee Road (Westport Plaza Dr to Schuetz Rd) Pavement Rehabilitation	2,000					2,000	149		2,149
LOCAL STREET PROJECTS										
	DeRuntz Ave.				300	250	550		1,000	2,350
141	Sidewalk Construction	100	275	50	140	70	635		1,300	1,935
	Gill/Hedda/Broadview/Daley		470	250	1,100	220	2,040		3,125	5,165
PRESERVATION/ENHANCEMENT PROJECTS										
004	Pavement Maintenance Concrete Streets, Sidewalks & Asphalt (Repl./CrkSeal)	1,000	1,000	1,000	1,000	1,000	5,000			5,000
128	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)	350	50	5,000			5,400			5,400
ROADWAY SUBTOTAL EXPENDITURES		5,500	1,845	6,350	2,590	1,590	17,875	581	6,225	24,681
FACILITIES/EQUIPMENT										
079	Equipment Replacement	320	120	170	190	150	950			950
FACILITIES/EQUIPMENT SUBTOTAL EXPENDITURES		320	120	170	190	150	950	0	0	950
STORMWATER PROJECTS										
262	12059 Autumn Lakes Drive		135				135	70		205
244	Breezmont Tributary		105		295		400			400
	Dorsett Creek (upstream of detention pond to Fee Fee Creek confluence)					200	200		915	1,115
	Edgeworth Avenue north terminus		115	25	285		425			425
264	11465 Essex Avenue (north of street, east of property)	85					85	55		140
260	12102 Glenpark Drive (west of street, rear of property)	75					75	42		117
	2860 Hathaway Avenue (south of street, rear of property)		80		150		230			230
252	11814 Jonesdale Court (east of street, rear of property)	195					195	65		260
	2706 Lakeport Drive (north of street, rear of property)		125				125			125
	11968 Meadow Run Court (south of street, rear of property)	100					100	36		136
242	Metro Tributary (w/o Metro Blvd. to w/o Millwell Drive)			115		535	650			650
	Rule Place Lane	100		230			330			330
	Smoke Rise Tributary				220		220		710	930
	Terry Avenue	125		415			540			540
263	2703 Wagner Place	950					950	164		1,114
265	2515 Wesglen Estates Drive (west of street, rear of property)	80					80	29		109
240	Project Monitoring/Maintenance of Mitigation Areas per USACE	20	20	20	20	20	100			100
STORMWATER SUBTOTAL EXPENDITURES		1,730	580	805	970	755	4,840	461	1,625	6,926
	Construction Management Services	250	255	260	265	265	1,295			1,295
TOTAL FUND EXPENDITURES		7,800	2,800	7,585	4,015	2,760	24,960	1,042	7,850	33,852
SOURCES OF FUNDING										
	Allocation from Gaming Revenue	2,700	2,781	2,850	2,850	2,850	14,031			
	Federal STP Grant - Adie Road (Dorsett Road to Lindbergh Blvd.)	820					820			
	Federal STP Grant - Fee Fee Road Rehabilitation	630					630			
	Federal Reimbursement (Reconnecting Communities Pilot)			4,000			4,000			
	Balance in fund at beginning of year	3,758	108	89	(646)	(1,811)				
TOTAL FUNDING SOURCES		7,908	2,889	6,939	2,204	1,039	19,481			
Balance End of Year		108	99	(646)	(1,811)	(1,721)				



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.

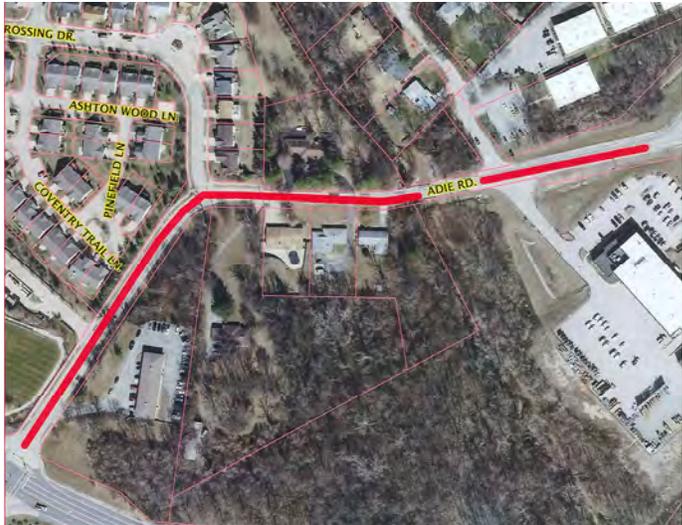
Impact: Positive

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.



Funding Schedule

Total	Expended To Date	2023*	2024	2025	2026	2027	Beyond 2027
\$2,300,000	\$340,000	\$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
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 surface 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	2023*	2024	2025	2026	2027	Beyond 2027
\$2,149,000	\$149,000	\$2,000,000					

*Project Complete

Funding Source: Available Funds

This project would be funded from the Capital Improvement Fund and Federal Surface Transportation Program



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.

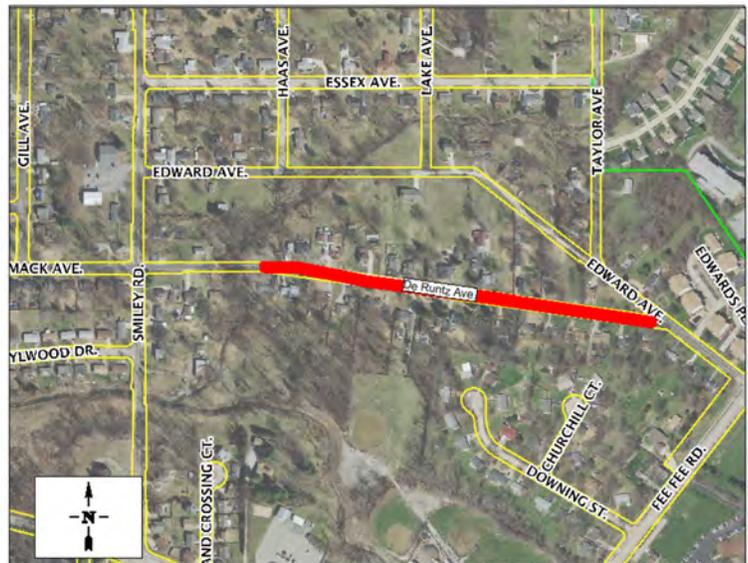
Existing Condition

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 storm water drainage..

Impact: Positive



Funding Schedule

Total	Expended To Date	2023	2024	2025	2026	2027	Beyond 2027*
\$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: Positive



Funding Schedule

Total	Expended To Date	2023	2024	2025	2026	2027	Beyond 2027*
\$1,935,000		\$100,000	\$275,000	\$50,000	\$140,000	\$70,000	\$1,310,000

* 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/TERRY**

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 stormwater drainage.

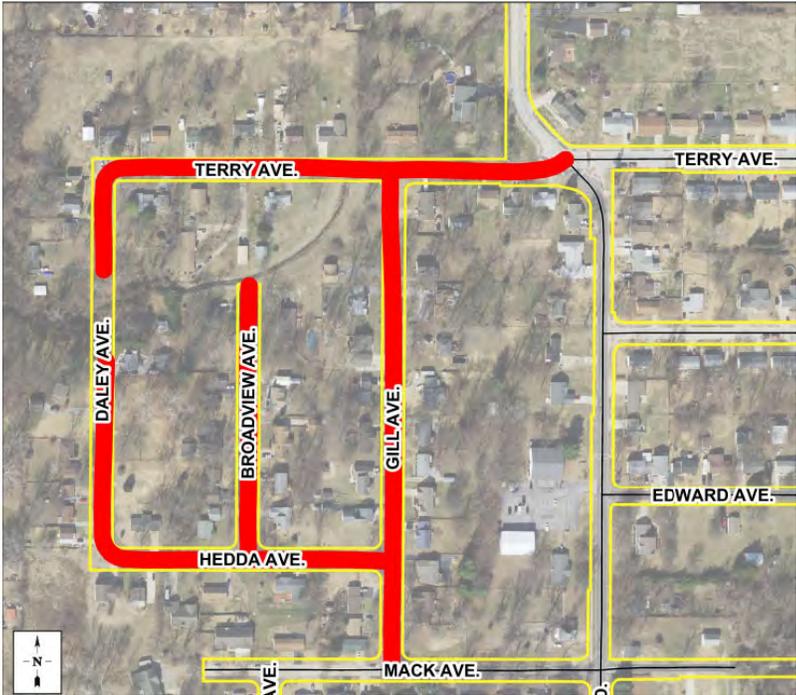
Impact: Positive

Funding Schedule

*Project Completed

Funding Source: Available Funds

This project would be funded from the Capital Improvement Fund



Total	Expended To Date	2023	2024	2025	2026	2027	Beyond 2027*
\$5,165,000			\$470,000	\$250,000	\$1,100,000	\$220,000	\$3,125,000



**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	2023	2024	2025	2026	2027	Beyond 2027
\$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.



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.

Existing Condition

Currently there are many areas in need of additional street trees and major entryways into the City are not adequately identified.

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	2023	2024	2025	2026	2027	Beyond 2027
\$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 design and construction of a ten foot wide 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	2023	2024	2025*	2026	2027	Beyond 2027
\$5,600,000	\$200,000	\$350,000	\$50,000	\$5,000,000			

*Project Completed

Funding Source: Available Funds

This project would be funded from the Capital Improvement Fund
Application for Federal Reconnecting Communities Pilot (RCP) will be made

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

The existing street sweeper has experienced numerous breakdowns. The sweeper was not operational for most of the summer of 2022.

Goals And Impacts

- Provide upgraded equipment to reduce maintenance costs and provide improved reliability.

Impact: Positive



Funding Schedule

Total	Expended To Date	2023	2024	2025	2026	2027	Beyond 2027
\$870,000		\$320,000	\$120,000	\$170,000	\$190,000	\$150,000	

* Project Complete

Funding Source: Available Funds

This project would be funded from the Capital Improvements Fund.



STORM WATER



DEPARTMENT
PUBLIC WORKS
PROGRAM
STORM WATER
PROJECT

12059 AUTUMN LAKES DRIVE

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.



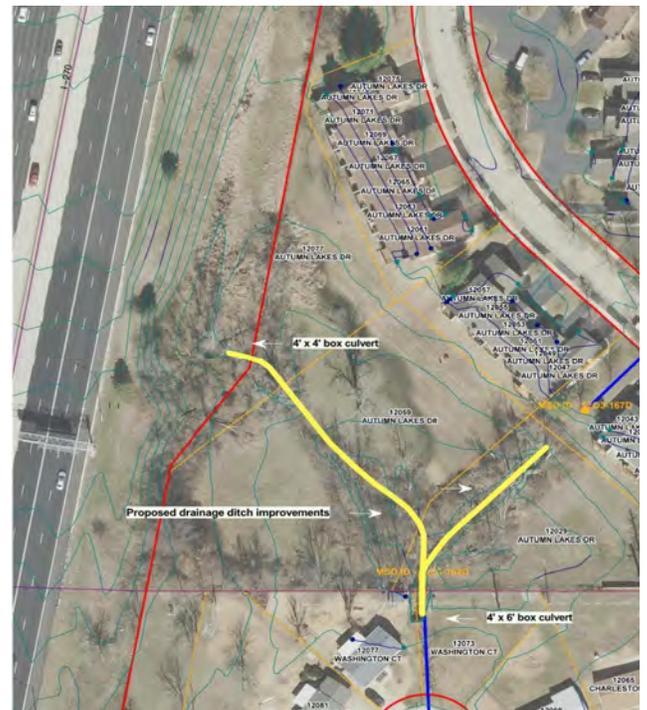
Existing Condition

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



Funding Schedule

Total	Expended To Date	2023	2024*	2025	2026	2027	Beyond 2027
\$205,000	\$70,000		\$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
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	2023	2024	2025	2026*	2027	Beyond 2027
\$400,000			\$105,000		\$295,000		

* 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	2023	2024	2025	2026	2027	Beyond 2027*
\$1,115,000						\$200,000	\$915,000

* 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 or alternative turnaround 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 turnaround 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	2023	2024	2025	2026*	2027	Beyond 2027
\$425,000			\$115,000	\$25,000	\$285,000		

* 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.

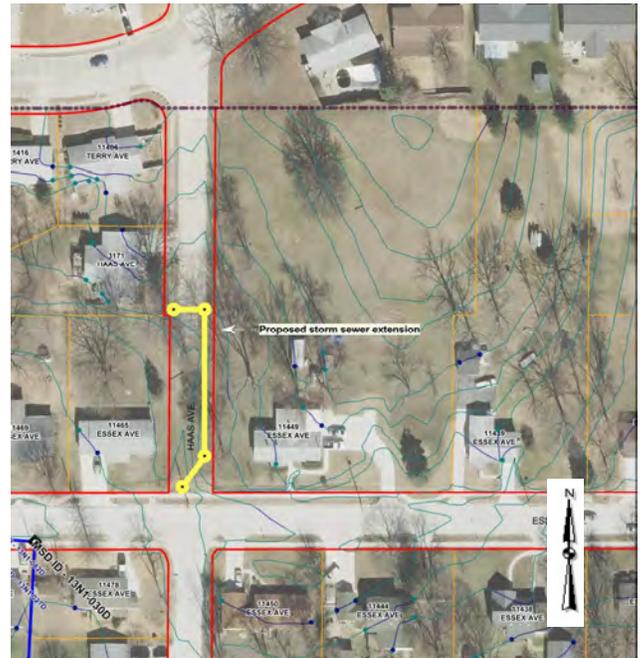
Existing Condition

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	2023*	2024	2025	2026	2027	Beyond 2027
\$140,000	\$55,000	\$85,000					

* 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	2023*	2024	2025	2026	2027	Beyond 2027
\$117,000	\$42,000	\$75,000					

* 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 325' 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.



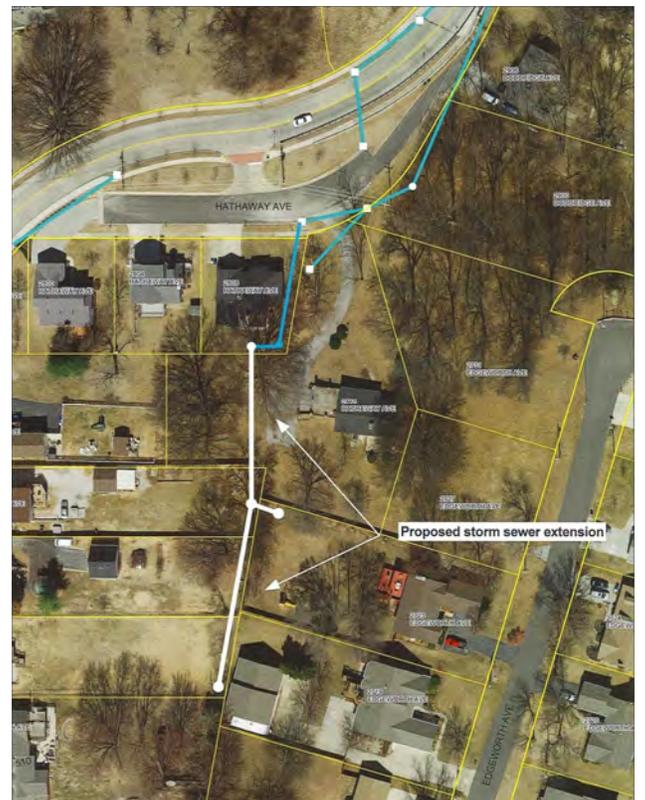
Existing Condition

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	2023	2024	2025	2026*	2027	Beyond 2027
\$230,000			\$80,000		\$150,000		

* Project Complete

Funding Source: Available Funds

This project would be funded from the Capital Improvement Fund.

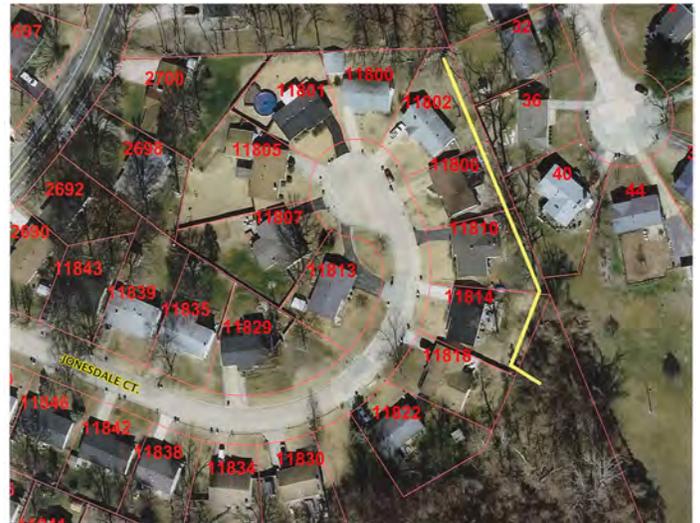


DEPARTMENT
PUBLIC WORKS
PROGRAM
STORM WATER
PROJECT

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	2023*	2024	2025	2026	2027	Beyond 2027
\$260,000	\$65,000	\$195,000					

* 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.

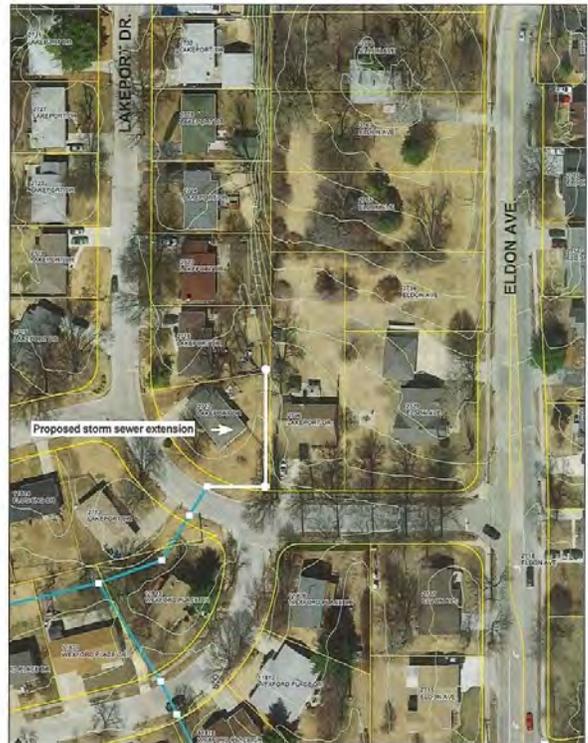
Existing Condition

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	2023	2024*	2025	2026	2027	Beyond 2027
\$125,000			\$125,000				

* Project Complete

Funding Source: Available Funds

This project would be funded from the Capital Improvement Fund.



DEPARTMENT
PUBLIC WORKS
PROGRAM
STORM WATER
PROJECT

11968 MEADOW RUN COURT
(south of street, rear of property)

Description

This project provides for the construction of an underground storm sewer along the rear of residential property in the vicinity of 11968 Meadow Run Court to intercept and convey storm water. The new system shall connect to an existing storm sewer located in the Meadowpark Subdivision. The improvement consists of approximately 275' of 12" reinforced concrete pipe or approved alternative and appurtenances.

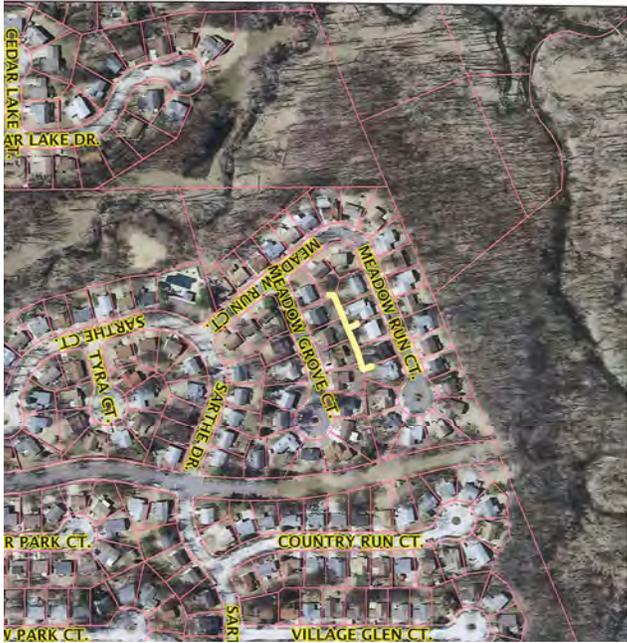
Existing Condition

Storm water runoff emanating from thirteen (13) parcels is conveyed along the rear of the properties to a single area inlet located at the rear of 2480 Meadow Run Court. This runoff is frequently excessive and has resulted in the flooding of an attached garage at 11968 Meadow Run Court. Grading modifications made by some property owners have disrupted the flow of drainage and exasperated the situation, causing water to pond or back up at some locations.

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	2023*	2024	2025	2026	2027	Beyond 2027
\$136,000	\$36,000	\$100,000					

* 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.



Impact: Positive

Funding Schedule

Total	Expended To Date	2023	2024	2025	2026	2027*	Beyond 2027
\$650,000				\$115,000		\$535,000	

* Project Complete

Funding Source: Available Funds

This project would be funded from the Capital Improvement Fund.

DEPARTMENT
PUBLIC WORKS
 PROGRAM
STORM WATER
 PROJECT
RULE PLACE LANE

Description

This project provides for the construction of an underground storm sewer to intercept and convey stormwater that flows along a drainage way on the northern edge of the Rule Place Subdivision and a spot location on the southern edge of the site. The improvements would consist of approximately 360' of 12" reinforced concrete pipe or approved alternative and appurtenances. They would connect to existing storm sewers located within the development.



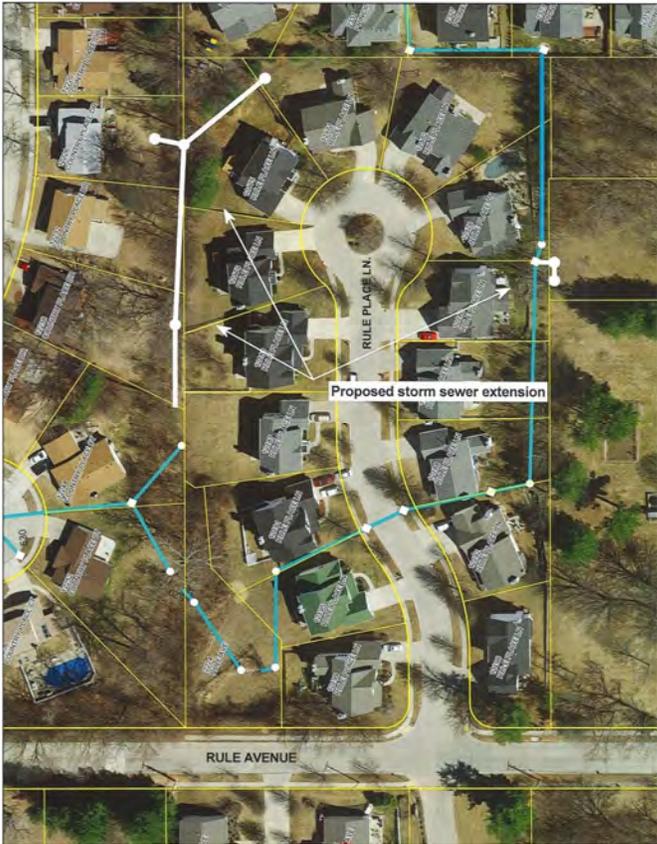
Existing Condition

Stormwater runoff is conveyed across the rear of several residential properties located on the north side of Rule Place Lane. The volume of runoff, although not extreme, has eroded the lawn at several locations due to the steep terrain. Runoff emanating from properties located south and east of the subdivision overtops a retaining wall at the rear of 12176/12180 Rule Place Lane and floods the yards during extreme events, threatening an attached garage, enclosed patio, in-ground pool and other site amenities. Existing drainage facilities are ineffective in intercepting and handling flows that rise to this intensity.

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	2023	2024	2025*	2026	2027	Beyond 2027
\$330,000		\$100,000		\$230,000			

* Project Complete

Funding Source: Available Funds

This project would be funded from the Capital Improvement Fund.



DEPARTMENT
PUBLIC WORKS
 PROGRAM
STORM WATER
 PROJECT
SMOKE RISE TRIBUTARY



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Description

The project stabilizes the channel or property back-slope along the reach of Smoke Rise Tributary, located east of Smoke Rise Court and Smoke Valley Court, at locations where erosion is threatening properties and infrastructure using rip rap, bio stabilization techniques and other identified measures. A storm sewer system may be installed at strategic points along and adjacent to the corridor to control surface drainage. Utilize urban forestry to restore and enhance the site.

Existing Condition

The outside bends of the channel are scoured and adjusting by widening or meandering. This appears to be an on-going process of erosion and deposition to construct bankfull floodplains and re-connect the stream to its floodplain, and the erosion threatens some properties located adjacent to the corridor. There is minor yard rutting and erosion evident in some areas due to surface drainage. The total length of the affected channel is about 1,360 linear feet.

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	2023*	2024	2025*	2026	2027	Beyond 2027*
\$930,000					\$220,000		\$710,000

* Project Complete

Funding Source: Available Funds

This project would be funded from the Capital Improvement Fund.



DEPARTMENT
PUBLIC WORKS
 PROGRAM
STORM WATER
 PROJECT
TERRY AVENUE



Description

This project provides for the construction of a new culvert and/or the enhancement of existing facilities and improvements to the lower channel to increase the capacity of stormwater conveyance. The channel and banks shall be stabilized using bio stabilizations measures or other techniques as deemed appropriate. One or more grade control may be required within this reach to address headcutting based on an engineering assessment. Utilize urban forestry to restore and enhance the channel corridor.

Existing Condition

A 54” reinforced concrete pipe conveying storm-water across Terry Avenue from a tributary extending north into the City of Bridgeton and the lower open channel are undersized and frequently overwhelmed by the overland flow. The runoff has flooded a large garage/workshop and other detached buildings in the vicinity, and threatens one or more residential properties on the north side of the street.

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	2023	2024	2025	2026	2027	Beyond 2027
\$540,000		\$125,000		\$415,000			

* 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 Warnen 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	2023*	2024	2025	2026	2027	Beyond 2027
\$1,114,000	\$164,000	\$950,000					

* 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 AVENUE
(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	2023*	2024	2025	2026	2027	Beyond 2027
\$109,000	\$29,000	\$80,000					

* Project Complete

Funding Source: Available Funds

This project would be funded from the Capital Improvement Fund.



STREET LIGHTING

CAPITAL IMPROVEMENT PROGRAM						
STREETLIGHTING FUND						
Estimated Expenditures (000s)						
	2023	2024	2025	2026	2027	Total 2023-2027
PROJECTS						
Autumn Lake Drive, 12140					7	7
De Runtz Avenue Road Improvements Project						0
Gill/Hedda/Broadview/Daley Road Improvement Project					19	19
Local Streets	1	1	1	1	1	5
Sidewalk Projects - Future Locations TBD			6	6	6	18
TOTAL STREETLIGHTING EXPENDITURES	1	1	7	7	33	49

SOURCES OF FUNDING					
Allocation from 1/2 percent Utility Tax	0	0	0	0	0
Balance in fund at beginning of year	1,000	999	998	991	984
Transfer to Capital Improvement Fund					
TOTAL STREETLIGHTING FUNDING SOURCES	1,000	999	998	991	984
Balance End of Year	999	998	991	984	951



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	2023	2024	2025	2026	2027	Beyond 2027
\$29,000		\$1,000	\$7,000	\$7,000	\$7,000	\$7,000	

See prior page for five year expenditures.

Funding Source: Available Funds

These projects would be funded from the Street Lighting Fund.

PARKS FUND

**CAPITAL IMPROVEMENT PROGRAM
PARKS**
Estimated Expenditures (000s)

	2023	2024	2025	2026	2027	Total 2023-2027	Prior to 2023	Beyond 2027	Total Cost
PROJ. # PROJECT									
Vago Park Small Playground and Surface	181					181	0	0	181
Parkwood Park Swing Replacement		300				300	0	0	300
Parkwood Park Fitness Equipment	125					125	0	0	125
Pavillion at McKelvey Trail Entrance		250				250	0	0	250
Eise Park Playground and Surface			450			450	0	0	450
Eise Park Splash Pad Rehab and Basketball Courts					575	575	0	0	575
Vago Park Large Playground				575		575	0	0	575
TOTAL PARKS EXPENDITURES	286	550	450	575	575	2,436	0	0	2,436

SOURCES OF FUNDING						
Transfer from Capital Improvement Fund						
Transfers from Reserve Fund						
Municipal Parks Grant	286	550	450	575	575	2,436
Park Fund Balance for Capital	0	0	0	0	0	
TOTAL PARKS FUND SOURCES	286	550	450	575	575	2,436

Balance End of Year	0	0	0	0	0
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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	2023*	2024	2025	2026	2027	Beyond 2027
\$161,000		\$161,000					

*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

This swing set at Parkwood Park is dated and has safety issues. The swing set is also not ADA accessible.

Goals

- Increase safety and accessibility for children using the swing set.

Impact: Positive

DEPARTMENT
PARKS AND RECREATION
PROGRAM
FACILITIES DEVELOPMENT
PROJECT
PARKWOOD PARK
SWING REPLACEMENT

Description

Replace the dated swing set at Parkwood Park.



Funding Schedule

Total	Expended To Date	2023	2024*	2025	2026	2027	Beyond 2027
\$300,000			\$300,000				

*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	2023*	2024	2025	2026	2027	Beyond 2027
\$125,000		\$125,000					

*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	2023	2024*	2025	2026	2027	Beyond 2027
\$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	2023	2024	2025*	2026	2027	Beyond 2027
\$325,000				\$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

Eise Park splash pad was installed in 2013 and is not a recirculating splash pad. All the water used for the splash pad is run to the sewer systems. This was identified in the 2019 master plan as needing replacement.

Goals

- Update the features of the splash pad
- Install a recirculating filter system to reuse the water and reduce waste of water

Impact: Positive



Funding Schedule

*Project Complete

Funding Source: Available Funds

This project would be funded from the Parks and Recreation Fund. A municipal parks grant will be submitted.



DEPARTMENT
PARKS AND RECREATION
PROGRAM
FACILITIES DEVELOPMENT
PROJECT
**EISE PARK SPLASH PAD REHAB
AND BASKETBALL COURTS**

Description

Update the dated splash pad features at Eise Park along with installing a recirculating pump and filter system to treat the water used at the splash pad to reduce the water consumption. Resurface or repurpose the basketball courts at the park along with replacing the hoops and backboards.

Total	Expended To Date	2023	2024	2025	2026	2027*	Beyond 2027
\$575,000						\$575,000	

