

# 2024 BUDGET

MARYLAND HEIGHTS, MISSOURI





# Introduction

# 2024 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, 2024. 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.

## **Revenues and Expenditures**

Total 2024 budgeted revenues for all governmental funds is \$43.7 million, an increase of \$1.9 million (4.6%) from the estimate for 2023, without accounting for the revenue from the American Rescue Plan Act that was received in 2021, 2022, and 2023 and is no longer available in 2024. \$875 thousand of the increase relates to an anticipated increase in sales and gaming tax revenue. Additionally, \$250 thousand in marijuana sales tax revenue is budgeted for in 2024. The voters approved the new marijuana sales tax in the spring for 2023, after marijuana was legalized for recreational use in 2022. Approximately, another \$500 thousand is included in the 2024 budget as a one-time payment from a telephone utility tax litigation suit awarded to the City in a Class Action Settlement.

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 most revenue sources by the end of Fiscal Year 2023 are expected to exceed or be close to pre-pandemic levels. The 2024 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 \$550,000 to \$9.83 million in 2024 compared to 2023 year end estimates of \$9.28 million. This projection is 98.5% of levels seen pre-COVID-19. Utility taxes and sales taxes are projected at 105% and 113%, respectively, of the 2019 actual received as the economy continues to recover and inflation continues to rise. Recreation user fees are budgeted at \$2.46 million in 2024, up from the \$2.1 million projected in 2023. The demand for recreation programs is expected to continue and an increase in attendance at Aquaport and the community center are expected. The anticipated increase in attendance will generate additional revenue as activity continues to rise from low levels in 2020 and 2021 due to the Pandemic.

Intergovernmental revenues will decline significantly due to smaller capital projects paid for by grants in the Parks Department in 2024 compared to 2023 and due to the spend down of American Rescue Plan Act Funds (ARPA) received and utilized in 2021, 2022 and 2023. In 2024, the City will not be able to rely on the ARPA funds (the funds the City received from the Federal Government for replacement of lost revenue due to the pandemic). The intergovernmental revenue includes a federal grant of \$820 thousand to offset construction costs related to rehabilitation of Adie Road and \$89 thousand to offset construction costs related to the improvements at Parkwood Park.

Total expenditures, all funds, in 2024 will be approximately \$43.7 million, a decrease of \$800 thousand from the estimated \$44.5 million in 2023. \$500 thousand of the decrease relates to expenditures in property restoration that occurred as the result of a flood in 2022 and the related expenditures for these repairs in 2023. The remainder of the decrease in expenditures is a result of less capital projects budgeted for in 2024 compared to 2023.

General Fund expenditures are up \$1.3 million (5%) in 2024 and are mostly related to an increase in personnel costs. The Budget was prepared with a 3% market adjustment in salaries for all full-time employees. Other operational expenditure increases are anticipated costs associated with employee benefits and the increase in the cost of commodities due to inflation.

Capital Improvement Fund expenditures are expected to decrease by \$887 thousand (18%). The decrease is related to a large project for the City's Sustainability Center that was completed in 2023 and expenditures related to the project will not be recognized in 2024.

Park Fund expenditures are projected to be \$7.5 million, and 1% lower than the 2023 year-end estimate. While the Parks Fund operational budget increased compared to 2023, the capital projects planned for the parks department will decrease in 2024.

At the end of 2024, the City's Reserve Fund will be approximately \$29 million, equal to 103% of 2024 General Fund expenditures; the City's goal is to maintain a level of 75%. The Capital Improvement Fund will decrease \$414 thousand as planned project expenditures are expected to exceed gaming tax and grant funding. All budgetary funds will total \$45.5 million at the end of the year of which \$6 million is restricted to tax increment financing activities.

## 2024 Preview

The City continues to prepare for new and exciting growth opportunities as in years past. While tax revenues are almost to the levels before the Pandemic, we remain diligent in balancing revenues and expenditures as they pertain to the City of Maryland Heights. 2023 was the last year of assistance from the American Rescue Plan Act for revenue losses incurred during the Pandemic. To accomplish our objectives, city leaders and staff are mindful of our actions and future budgetary commitments that may influence future growth and service opportunities. We understand that decisions made today must be weighed against the potential impact on the future.

The 2024 budget is structured to include funding for various programs, projects, and services to improve the quality of life of our residents and embrace future economic development opportunities.

Among the highlights for 2024:

- Capital Improvement Program (CIP) projects, including local and collector street improvements to Fee Fee and Creve Coeur Mill Roads.
- Engagement with Better City consultants to establish a 10 year Strategic Plan for Economic Development.
- Additional Capital Improvements planned for 2024 include:
  - Various stormwater improvements and sidewalk construction.
- Application of a new financial software system to enhance efficiencies in payroll, accounts receivable/payable, purchase orders, etc. Staff will begin using it in January.

- 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:

- Personnel costs and staffing challenges in a competitive labor market.
- Our commitment to providing a backstop to the debt of the Centene Community Ice Center.
- State legislation that affects existing gaming tax revenue and future approval of video lottery terminals (VLTs), sports betting, and online wagering.
- Local and state gaming market and long-term impact on gaming tax revenue.
- Legislation and energy initiatives that impact utility tax revenue long-term.
- Long-term maintenance of city-owned facilities.
- Analyze the market support to create new revenue sources – reliance on existing revenue sources for funding.
- Demands of services on all departments, particularly Parks and Recreation, Public Works and Police.
- Long-term maintenance of City owned facilities, including an assessment of our Capital Improvement Plan for the City.
- Continued long-term impact of Senate Bill 5 and other state efforts to legislate control over Municipal Court operations.

## 2024 Budget Summary

At the end of 2024, fund balances will amount to \$45.5 million of which approximately \$29 million is in reserve. The following table provides a summary of all funds budgeted for in 2024.

CITY OF MARYLAND HEIGHTS  
Summary of budget-by fund  
Year ended, December 31, 2024

Fund	Revenues	Expenditures	Transfers/Advances	Change in fund	Begin balance	End balance
General	27,092,679	28,264,600	1,171,921	-	-	-
Streetlight	528,800	506,100	-	22,700	1,210,158	1,232,858
Tourism	320,000	300,000	-	20,000	5,030	25,030
Capital Improvement	3,770,000	4,183,557	-	(413,557)	2,199,912	1,786,355
Police Forfeiture	25,000	37,300	-	(12,300)	34,025	21,725
Parks	7,836,830	6,261,368	(1,260,000)	315,462	4,689,017	5,004,479
Reserve	-	-	(1,696,921)	(1,696,921)	31,569,983	29,873,062
American Rescue Plan	-	-	-	-	-	-
Sewer Lateral	375,000	270,000	-	105,000	1,280,246	1,385,246
Police Training	7,000	2,700	-	4,300	4,578	8,878
Beautification	16,000	9,000	-	7,000	69,300	76,300
Community Center DSF	4,000	979,156	985,000	9,844	40,000	49,844
Westport Plaza TIF	3,416,597	2,705,500	-	711,097	4,794,725	5,505,822
Dorsett TIF	332,000	150,000	-	182,000	365,152	547,152
	43,723,906	43,669,281	(800,000)	(745,375)	46,262,126	45,516,751

## 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 2024-2028, 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 2.9% which is lower than the National and State rates at 4.3% and 3.9% 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 still receives 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 several years.

We will monitor long-term funding sources closely as they were once more reliable. 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.

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## 2023 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.

In the resident quality of life category, the City has undertaken numerous projects. Ongoing efforts include continued work on the Sustainability Center next to Pattonville High School. This facility opened in the fall of 2023 and will remain a nucleus for environmental education for many decades. Additionally, we are pleased to have a great partnership with Ameren, which built the 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 critical as they help facilitate stability and future growth for the City of Maryland Heights.

The City of Maryland Heights has witnessed growth and development during the past year in 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 under construction near I-270 & Page Avenue with an estimated cost of \$54 million.
- 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.
- 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 has moved to Maryland Heights from its previous downtown St. Louis location.
- Toro Energy of Missouri-Champ LLC construction has begun, and a facility to capture gas from the adjoining landfill and convert it to natural gas for distribution through the existing pipeline is underway.
- 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, is under construction and will house 254 units.
- O'Reilly Auto Parts is opening an Automotive Parts and Accessories Store at 102 Old Dorsett Road.
- NorthPoint Development - 364 Logistics Center was rezoned from "NU" Non-Urban District to "PDM" Planned District – this manufacturing development will house office distribution facilities on 364 acres located in the northwest quadrant of the intersection of Hooks River Road and Sport Port Road.
- Cornerstone Land Company LLC was rezoned from "NU" Non-Urban District to "PDM" Planned District – this manufacturing development will house office distribution uses at 14009 Creve Coeur Airport Road.

- Cumberland Hill Subdivision - Residential sub-division plat subdivided 14 Cumberland Avenue into three residential lots.
- McKelvey Ridge- This development is an independent living facility, comprised of no more than 60 units, at 12204 McKelvey Road.
- El Carlitos Mexican Restaurant added outdoor seating to their 3133 North Lindbergh Boulevard restaurant.
- Gregory Cuz, LLC Permit issued to allow medicinal and botanical (marijuana-infused product) manufacturing at 2321 Weldon Parkway.

The Capital Improvement Plan for the next five years beginning January 1, 2024 and ending December 31, 2028 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.

Through a city-wide survey implemented during 2023, residents of Maryland Heights expressed their satisfaction with the quality of services provided by the City, surpassing national averages by a significant margin. An impressive 92% of respondents indicated that the overall quality of services is excellent or good, an achievement that stands far above the national average of 51%. Notably, 91% of respondents believe that the overall quality of life in the city is excellent or good, reinforcing the positive sentiment among the community.

The survey also highlighted key areas of satisfaction, with 88% expressing contentment with the overall value provided by the City. Notable high points include a 91% satisfaction rate for the quality of parks, recreation programs, and facilities, as well as an 89% approval for the overall quality of police services. Furthermore, residents exhibited a strong desire for continued improvement, identifying the top three priorities for the next two years as the overall maintenance of city streets, traffic flow and congestion management, and the enforcement of city codes and ordinances.

Public safety emerged as a top priority, with the Police Department receiving a commendable 84% satisfaction rate for competency, 82% for responsiveness, and 80% for community engagement. The majority of respondents, 95%, feel safe walking alone in residential areas during the day, and 92% feel secure in retail areas. Crime prevention, neighborhood visibility, and retail area visibility were identified as the top three areas residents wish to prioritize for public safety in the next two years.

The survey also delved into residents' perspectives on Public Works, where 86% expressed satisfaction with snow removal. For Community Development, residents showed higher satisfaction levels for the enforcement of codes to protect public safety (63%) and maintenance on business properties (62%). The Parks department had 91% of respondents express satisfaction with the quality of parks and recreation programs and facilities.

The community's communication needs were also addressed, with 81% expressing satisfaction with the availability of information about programs and services. The City newsletters, Parks and Recreation Guides, and Facebook were identified as the most effective and frequently used communication channels.

In summary, the survey paints a picture of a community overwhelmingly satisfied with the current state of affairs, emphasizing the need for continued focus on public safety, infrastructure maintenance, and effective communication. The majority of residents believe in a positive trajectory for Maryland Heights, with 43% anticipating a much better future, showcasing a community that is not only content with its present but optimistic about what lies ahead.

Overall, 2023 was a year where every department collaborated to share opinions and ideas as we look forward to serving our diverse community. With our elected officials' leadership, we continue to grow and prosper. Despite some challenges, we have a diverse group of talented staff with various life and work experiences, which enables us to navigate the best outcome leading to positive resolution.

## **Acknowledgments**

This budget is the result of many hours of effort by many people. I specifically want to thank Danielle Oettle, Director of Finance; Yudan Li, Assistant Director of Finance, Gail Reader, Information Systems Manager; Trisha Hall, Communications Manager, and the Department Heads and their teams for their dedication in preparing this budget document. Their hard work, and commitment to the City were instrumental in preparing this budget. 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, facilitate thriving businesses and remain a premier hospitality venue throughout the coming year.

Respectfully submitted,

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

Tracey A. Anderson, City Administrator  
November 15, 2023

# 2024 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

Charlie Milligan, Interim Director of Parks and Recreation

Howard Paperner, City Attorney

## **Municipal Court**

Kevin R. Kelly, Municipal Judge

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## Capital Improvement Program

2024 - 2028 Capital Improvement Plan.....CIP 1



# Maryland Heights at a Glance

## Our City

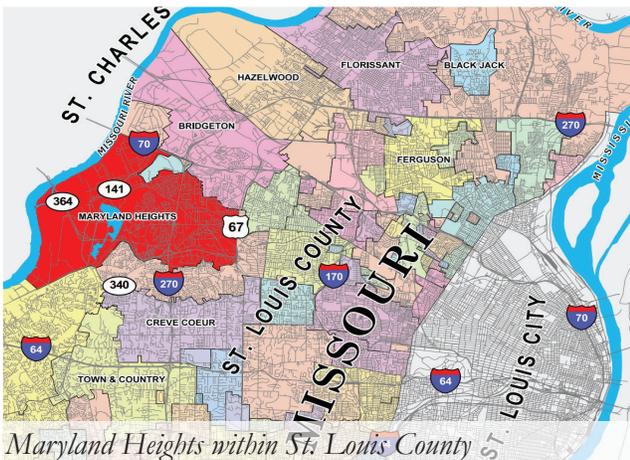
Maryland Heights, incorporated in 1985, operates under the City Administrator form of Mayor/Council government and is a Third-Class City as defined by Missouri statutes.

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 13,500 housing units and an estimated 43,257 jobs at 1,800 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*

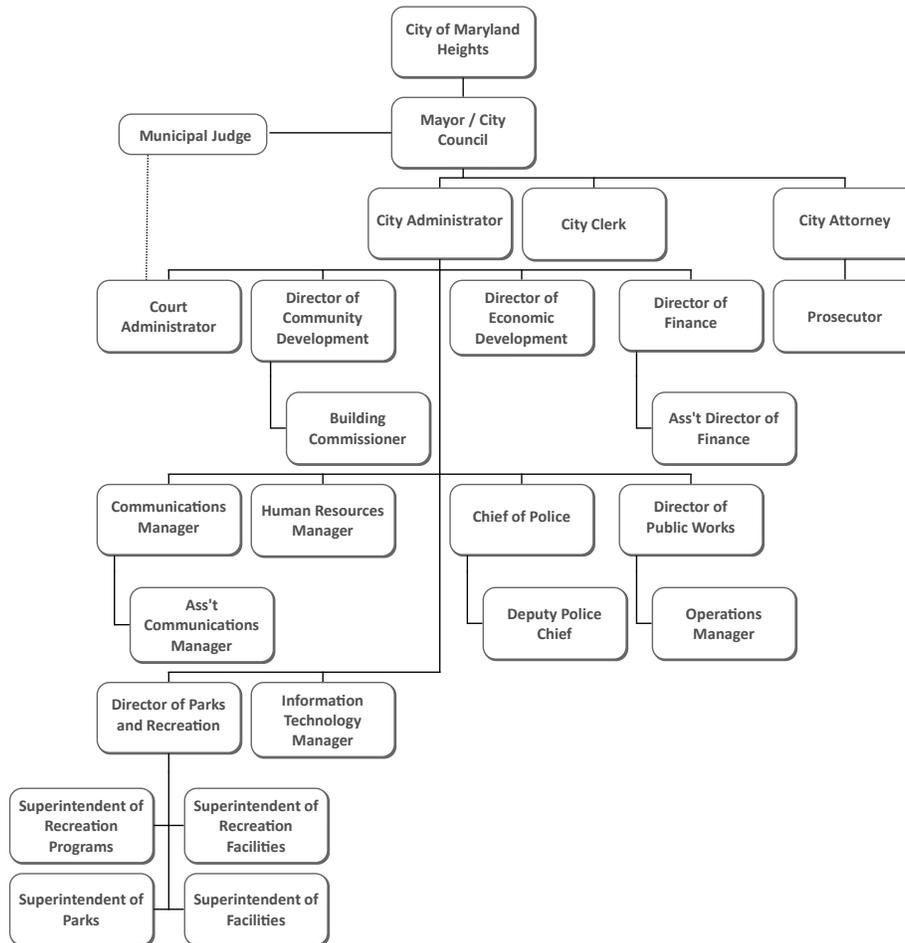


*Musician Quinn XCII at St. Louis Music Park*



*Creve Coeur Lake in the winter*

# Our Organization



<b>Personnel</b>			
	<b>2022</b>	<b>2023</b>	<b>2024</b>
Administration	14.50	14.50	17.50
Finance	4.00	4.00	4.00
Community Development	19.25	20.25	20.25
Economic Development	2.00	2.00	2.00
Public Works	30.00	29.00	29.00
Police	99.90	100.90	100.90
Municipal Court	3.80	3.80	3.80
Parks & Recreation	83.79	81.11	79.36
<b>Total Personnel (FTE)</b>	<b>257.24</b>	<b>255.56</b>	<b>256.81</b>

# Planning for Our Future

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

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

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

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

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

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

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

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

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

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

# Planning for Our Future

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

## What we do to improve housing:

	2021	2022	2023*
Single Family Housing Re-occupancy Inspections	1,315	1,215	1,000
<i>Occupancy inspections ensure inspected homes are up to code</i>			
Multi Family Housing Re-occupancy Inspections	2,328	2,573	2,400
<i>Occupancy inspections ensure inspected apartments are up to code</i>			
Concrete Sidewalk Repaired or Replaced, in Square Feet	6,914	12,020	12,000
<i>Sidewalks in good condition encourage walking and reinforce positive perceptions of the city</i>			
Sewer Lateral Repairs Completed	65	75	75
<i>Sewer laterals are an essential piece of home infrastructure</i>			
Street Sweeping Miles	507	145	400
<i>Street sweeping keeps city-maintained streets in appealing condition</i>			
Trees Maintained	672	780	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	34
<i>Newsletter articles raise awareness of home improvement and maintenance issues</i>			

## Outcomes we track:

	2021	2022	2023*
Average Sale Price of Single-Family Homes in Maryland Heights	\$212,544	\$246,000	\$257,910
Average Number of Days on Market for Single-Family Homes Sold in City	6	18	19

\* projected



Street inspections being performed



Maryland Heights Night Out



Cyclists compete during the MSE Triathlon

# 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:

	2021	2022	2023*
Facebook Posts	904	1,105	830
<i>Social media is one way our residents can directly connect and interact with the city</i>			
Issues of City Newsletter	12	8	6
<i>The city newsletter is another means of directly communicating with our residents</i>			
Total Senior Program Attendance (all senior programs)	6,267	10,000	10,000
<i>The city offers a variety of programs tailored for older residents</i>			
Parks Facilities Reservations	245	231	312
<i>The use of city parks facilities is an indicator of overall use of city parks</i>			
Dogport Memberships	216	125	75
<i>Dogport - the city's dog park - provides another venue for residents to interact</i>			
Maryland Heights Night Out Block Parties	20	17	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.</i>			

## Outcomes we track:

	2021	2022	2023*
Total Number of Senior Newsletters Distributed (mail & email)	640	741	841
Total Number of Social Media Accounts Maintained by the City	15	17	18
Total Senior Lunch Attendance	238	1,412	1,578
Total Number of New Facebook “Likes” (City Page)	663	449	305
Total Number of New Facebook “Likes” (Parks and Recreation Page)	540	369	393
Total Number of New Facebook “Likes” (Police Page)	717	1,078	2160
Total Number of New Facebook “Likes” (Aquaport Page)	61	-32	319
Number of Transportation Services (One-Way Trips) for Seniors and/Disabled	8,107	5,556	5,500

\* projected

# Planning for Our Future

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

## What we do to improve city services:

	2021	2022	2023*
Average Issuance Time for Conditional Use Permits (# of days)	38	40	40
<i>Reducing the amount of time to issue a C.U.P. saves businesses money</i>			
Building & Grounds Maintenance Work Orders Completed	1,124	1,014	1,200
<i>Maintaining city property ensures residents enjoy high quality public spaces</i>			
Park Work Orders Completed	178	248	260
<i>Park work orders ensures residents enjoy high quality, well-maintained parks facilities</i>			
Concrete Pavement Replaced (square yards of concrete)	1,369	500	722
<i>Pavement replacement keeps city streets in good condition</i>			

## Outcomes we track:

	2021	2022	2023*
Traffic Control Signs Installed/Replaced (each)	211	207	350
Sewer Lateral Investigations	75	85	85
Linear Feet of Creeks Cleaned	2,500	2,500	2,500
Recycling Quantity in Tons Annually Collected from Residences	1,940	1,759	1,671
Total Number of Utility Tax Rebate Applications Processed	1,242	1,166	1,200

\* projected



Residents in Parkwood Park



Dumpsters ready for Bulk Waste Day



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:

	2021	2022	2023*
General Fund/Reserve Fund Year-End Balance	\$27,326,183	\$28,486,000	\$31,570,000
<i>The Reserve Fund serves as a financial safety net for the city</i>			
Reserve Fund Balance as a Percentage of General Fund Expenditures	118%	119%	111%
<i>City policy is to maintain at least 75% of General Fund expenditures in the Reserve</i>			

## Outcomes we track:

	2021	2022	2023*
Annual Audit Completed with an Unqualified Opinion from Auditor	Yes	In Progress	Yes
Distinguished Budget Presentation Award Received	Yes	Yes	Yes
Achievement for Excellence in Financial Reporting Award Received	Yes	In Progress	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:

	2021	2022	2023*
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	43%	48%	55%
<i>The clearance rate measures the effectiveness of our detective bureau</i>			

## Outcomes we track:

	2021	2022	2023*
Uniform Crime Report - Ratio of Part I Crimes Reported per 1,000 Population	35	36	33
Canine Narcotic Responses/Events	147	209	288
Dispatcher Performance Audits	104	121	160

\* 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:

	2021	2022	2023*
Commercial re-occupancy inspections	351	344	340
<i>Inspecting properties as they are re-occupied ensures inspected properties are up to code</i>			
Building inspections	3,587	5,712	5,700
<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)	507	145	400
<i>Street sweeping maintains the city as an attractive place to do business</i>			

## Outcomes we track:

	2021	2022	2023*
Annual Total Assessed Value of All Real Property in Maryland Heights	\$1,197,817,196	\$1,220,821,450	\$1,173,757,456
Revenue Generated by one-half cent Sales Tax	\$4,289,765	\$5,538,329	\$5,000,000
Commercial Space Occupancy Rate	91.84%	85.88%	86.40%
Industrial Space Occupancy Rate	96.30%	94.16%	95.98%
Hotel Revenue per Available Room	\$45	\$60	\$64
<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	\$82	\$99	\$105
<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



Solar Canopies Ribbon Cutting

# 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:

	2021	2022	2023*
Facebook Posts	904	1,105	830
<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 &amp; promote cultural awareness</i>			
Maryland Heights Night Out Block Parties	20	17	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.</i>			
Trees Maintained	672	780	800
<i>Maintaining the urban canopy improves the environment and appearance in the City.</i>			
Concrete Pavement Replaced (square yards of concrete)	1,369	500	722
<i>Pavement replacement keeps city streets in good condition</i>			

## Outcomes we track:

	2021	2022	2023*
Visits to the City Website	232,818	255,741	223,800
Total Senior Lunch Attendance	238	1,412	1,578
<i>Senior luncheons were suspended due to COVID-19 and associated social distancing protocols and gathering size restrictions.</i>			
Aquaport Attendance	41,907	10,736	53,512
<i>Aquaport flooded mid July 2022 and closed for remainder of the 2022 season.</i>			
Total Number of New Facebook “Likes” (Parks and Recreation Page)	540	369	393

\* projected



Maryland Heights Night Out



Worldfest 2023



The Lazy River 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 2024 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 2024, this would allow the City to borrow (with voter approval) about \$140 million. No debt is currently issued or authorized under this limitation.

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

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

# Major Budget Policies

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

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

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

## Gaming Tax Revenues

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

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 2024 budget projects \$1,071,921 will be transferred from the reserves to General Fund to offset the budgetary deficit.

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. (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 2024 budget projects a year-end Reserve Fund balance of \$29 million, which equates to 103% of 2024 General Fund budgeted expenditures (\$28 million). (Resolution 2014-1155; Ordinance 2014-3932)



*Mayor Michael Moeller*

# Major Budget Policies

## Operating Transfers

There will be five operating budget transfers in 2024.

1. General Fund budgeted expenditures for 2024 exceed revenues by \$1,071,921. The amount will be offset by a transfer from the Reserve Fund to the General Fund.
2. The Park Fund will transfer \$985,000 to the Community Center Debt Service Fund to provide for financing obligations in 2024 on the long-term debt.
3. The Park Fund will annually transfer funds to General Fund to offset a part of the administrative costs contained in the General Fund related to parks and recreation activities. The General Fund expenditures include centralized costs for property and liability insurance, human resources, legal services, and financial and accounting costs. The allocation to the Park Fund is computed as the fund's pro-rata share of the administrative costs based on the percentage of total city salaries expended in the Park Fund. The transfer shall equal \$100,000 or the amount derived in this formula, whichever is lower.
4. As detailed in "Ice Arena" in this Introductory Section, the City has agreed, subject to annual appropriation, to transfer up to \$625,000 per year to The Ice Arena Fund to replenish any needed use of the Debt Service Reserve on the Series 2018A bonds issued to construct the facility. The 2024 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 2024 to the Ice Center Fund. (See Ice Center Fund in these policies.)

The 2024 budget estimates total salaries (all funds) of \$25.1 million of which \$3 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 \$3.1 million. The Park Fund share as provided in the formula is \$3.1 million times 17%, or \$538,000. The amount of the transfer for 2024 is limited to \$100,000.

### 2024 General Fund Administrative

#### Expenditures (in thousands)

Property & Casualty Insurance	\$551
Legal	150
Finance & Accounting	691
Information Technology	1,389
Human Resources	384
Total	<u>\$3,165</u>
Park Fund Share (17%)	<u><u>\$538</u></u>

## Contingency

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

## Fund Balances

The City's budgetary fund balances will total \$45 million at the end of 2024, a decrease of \$746 thousand from the end of 2023.

The decrease is the result of using accumulated balances in the Capital Improvement fund for specific capital projects and the use of reserve funds to offset the budgeted deficit in the General Fund.

## 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

# Major Budget Policies

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 2024 through 2028 utilizes the revenues and fund balance of the Parks Fund and grant revenue anticipated to invest in expansion, renovations and improvements to recreation facilities.

In 2024, the City anticipates receiving \$89 thousand in grants to make improvements to Vago Park and \$820 thousand in federal grant funds for a road rehabilitation project 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*



*Youth Egg Hunt in Vago Park*



*St. Patrick's Day Luncheon at the Community Center*

# Major Budget Policies

The Ice Arena Fund is an Enterprise Fund of the City and is included in the Annual Comprehensive Financial Report for the City's fiscal period ending each December 31. On or before December 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 2024 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. **The 2024 budget includes a transfer of \$625,000 from the Reserve Fund to the Ice Arena Fund in the event this "backstop payment" is necessary.**

## Public Safety Sales Tax

In 2017, St Louis County voters approved a half-cent sales tax to provide for public safety. The County receives 37.5% of the proceeds. The remaining 62.5% is distributed based on population to the municipalities and the County (based on the population of the County's unincorporated areas). The City accounts for the sales tax separately from other revenues and expects \$1.86 million from this source in 2024. Among other public safety efforts, the City's police department has

a 2024 General Fund budget of \$13.8 million; in 2017, the last year prior to the passage of the tax, the City expended \$10.6 million on police activities. Personnel police activities costs in the police department are \$3 million higher in the 2024 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 5% market adjustment to the budget in 2023 and another mid-year market adjustment of 4%. The 2024 budget includes a 3% 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 2024 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 2024 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 2024 budget projects a moderate recovery to \$9.8 million which is 98.5% of the base year of 2019. The anticipated moderate recovery for this revenue source is due to a slow return in attendance and operational

# Major Budget Policies

challenges to bring the activity at the Casino to pre-pandemic levels.

In 2024 the City’s half-cent sales tax to fund Parks and Recreation is estimated at 106% of pre-pandemic levels. During 2023, half-cent taxes generated 102% of 2019. The increase in tax revenue from this source is a result of an increase in economic activity coupled with rising inflation

The 2024 budget anticipates the City’s share of a countywide sales tax to be 113% of levels seen in 2019.

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 2024 budget predicts 105% of pre-pandemic amounts.

The 2024 expenditure budget reflects an expected increase in the General Fund of 5% (\$1.35 million) over 2023 estimates and a decrease in expenditures across all funds of 2%. The personnel budget reflects a 3% market adjustment for all full-time city staff. After several years scrutinizing capital projects on an as necessary basis, the 2024 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. In 2023, the City utilized the remaining amount of ARPA funds and therefore are not included in the 2024 Budget. These funds were used to offset the expenses related to residential trash hauling in 2021, 2022, & 2023.



*Bulk Waste Day at the Community Center*

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

	<u>Actual</u> <u>2020</u>	<u>Actual</u> <u>2021</u>	<u>Actual</u> <u>2022</u>	<u>Estimated</u> <u>2023</u>	<u>Budget</u> <u>2024</u>
Gaming Taxes	5,704	8,067	8,633	9,281	9,835
Utility Taxes	5,021	5,228	5,541	5,698	5,817
Sales Taxes	9,699	10,059	12,685	12,035	12,750
Cigarette Taxes	57	53	46	45	48
Road & Bridge	2,089	2,226	2,455	2,522	2,557
Hotel Taxes	158	237	304	320	320
Licenses/Permits	1,935	2,289	2,777	2,248	2,004
Court	495	548	765	850	950
Investment Income	630	304	452	954	1,069
Intergovernmental/Donations	2,688	2,611	2,713	3,495	1,312
Recreation User Fees	738	1,586	1,777	2,113	2,464
Sewer Lateral Tax	372	374	366	371	375
Incremental/Special Districts	3,810	1,679	3,735	3,932	3,584
Other	321	507	457	145	639
<b>Total</b>	<b>33,717</b>	<b>35,768</b>	<b>42,706</b>	<b>44,010</b>	<b>43,724</b>

# Major Budget Policies

## Revenue Projections

Total revenue for 2024 is expected to be 0.7% (\$286 thousand) lower in 2024 than 2023.

Additionally, \$900 thousand of grants will be used to cover eligible expenditures related to a capital project.

Other notable increases:

Gaming taxes are expected to be \$550 thousand higher (6%) in 2024 than 2023. Even with the anticipated increase, gaming taxes will be \$148 thousand less than pre-pandemic levels. Gaming taxes are 22% of 2024 City revenue sources.

Sales Taxes are expected to increase 5% in 2024 from 2023. This is mostly related to an increase in inflation and retail activity, and the addition of a newly authorized sales tax on marijuana sales approved by the voters in the 2023 spring election.

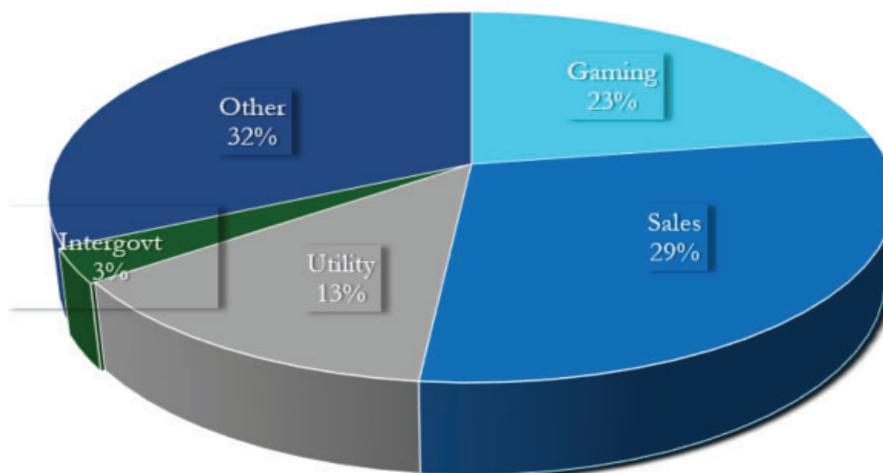
Recreation User Fees are expected to be 21% higher in 2024 compared to 2023.

Estimated revenues reflect anticipated higher demand for recreation programs as well as higher activity levels at the newly renovated water park coupled with the increase in user fees in 2024.

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

Tourism tax is anticipated to remain flat, as the revenue from this source has increased since the end of the pandemic and is back to almost normal. Leisure and business travel increased in 2023 and is expected to continue to remain strong. Additionally, several hotels in the city are being updated and renovated.

Projected Revenue 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, 2023.

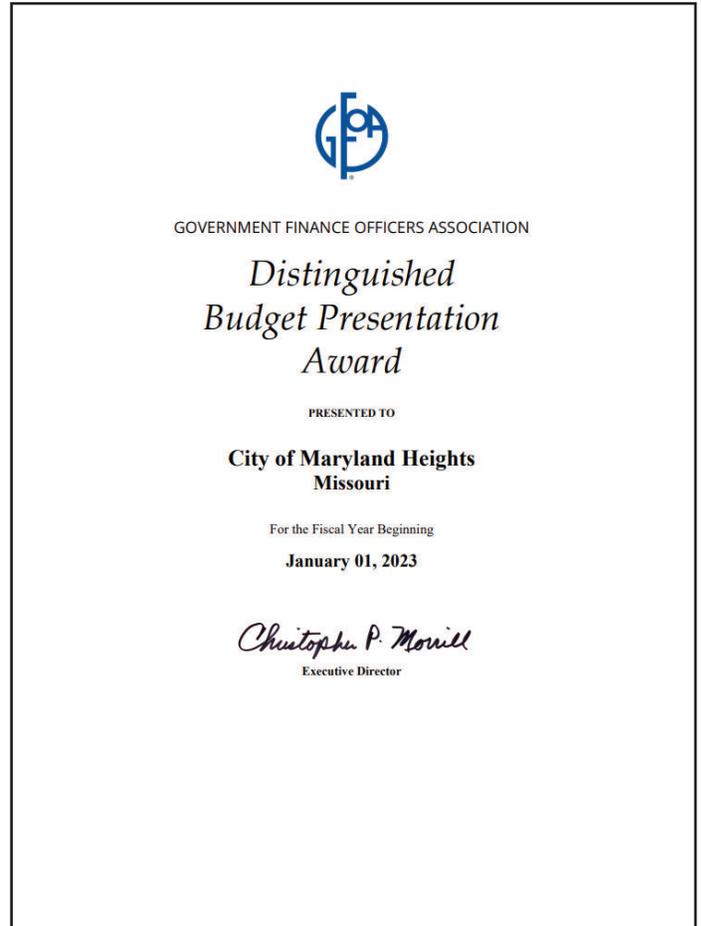
To receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications medium.

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 2024.

The City has received this award for the last 36 consecutive years.

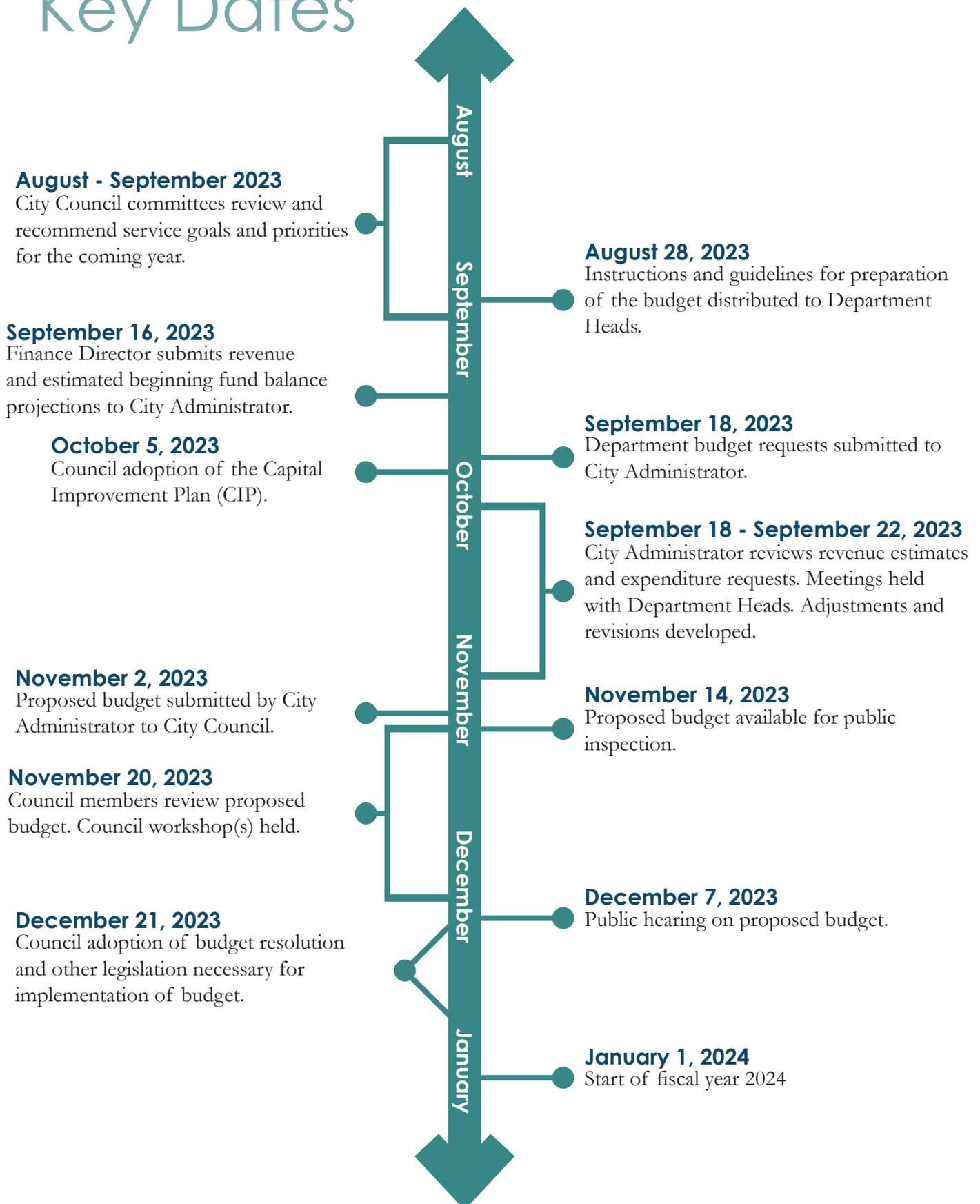
## Additional Budget Education Resources

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:



# 2024 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

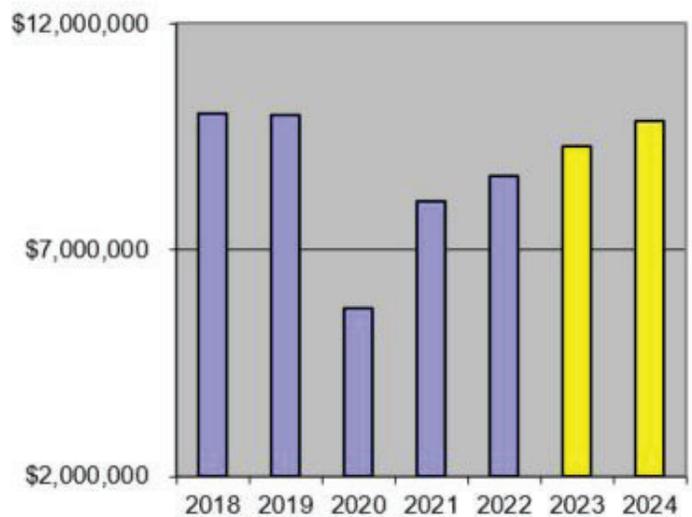
## Description

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 2024, 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
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 Actual	6,043,547	2,590,092			8,633,639
2023 Estimated	6,500,000	2,781,000			9,281,000
2024 Budget	6,885,000	2,950,000			9,835,000
Percent of Funds' 2024 Revenues	25.4%	78%			22%

# Half-cent Sales Tax

**Legal Authorization**

State Statute: 644.032

City Ordinance: 94-855

**Account Code:** 413-00

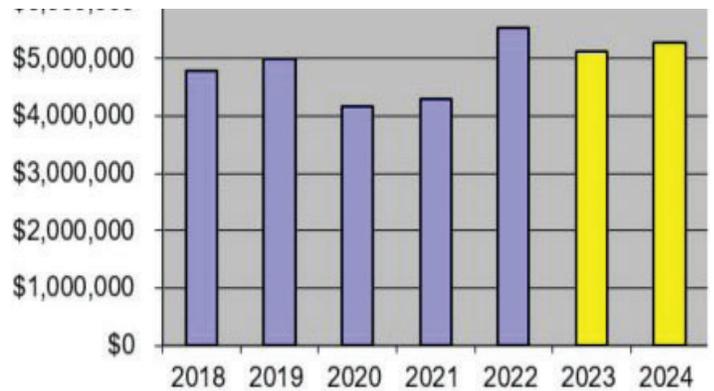
## Description

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 of, in large part, 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 significantly as the pandemic restrictions were removed and inflation continued to rise. Revenue from this source is estimated to increase approximately 3% over 2023 estimates based on the CPI predicted rate of inflation.

## Financial Trend



## Fund Distribution

Year	Stormwater Fund	Parks Fund				Total
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 Actual	-	5,538,329				5,538,329
2023 Estimated	-	5,110,630				5,110,630
2024 Budget	-	5,284,000				5,284,000
Percent of Funds' 2024 Revenues		67.0%				12.1%

# County Sales Tax

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

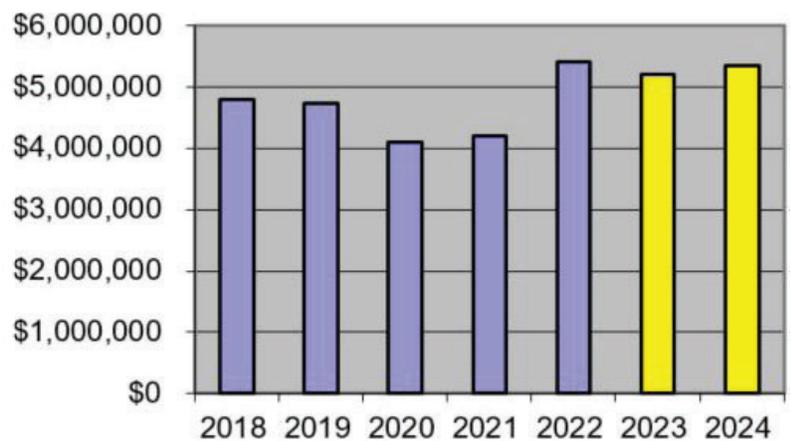
## Description

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 effect 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 rebounded in 2022 and surpassed the pre-pandemic level of receipts in 2019. In 2022, revenue from sales tax increased significantly as the pandemic restrictions were removed and inflation continued to rise. Revenue from this source is estimated to increase approximately 3% over 2023 estimates based on the CPI predicted rate of inflation.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
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 Actual	5,415,706					5,415,706
2023 Estimated	5,200,000					5,200,000
2024 Budget	5,356,000					5,356,000
Percent of Funds' 2024 Revenues	19.8%					12.2%

# County Sales Tax - Prop P

**Legal Authorization**

State Statute: 67.547

City Ordinance: N/A

**Account Code:** 413-00

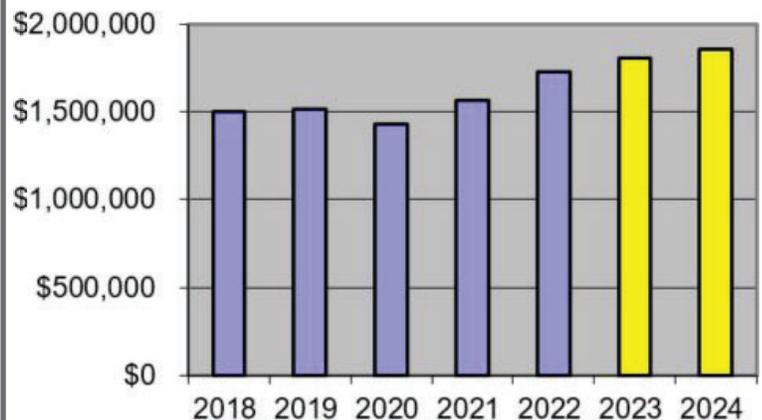
## Description

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

### Comments

The tax took effect in October, 2017. The 2020 and 2021 revenue reflects the economic impact of the COVID-19 on this revenue. In 2022, revenue from this source surpassed pre-pandemic levels and is estimated to increase approximately 3% over 2023 estimates based on the CPI predicted rate of inflation.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
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 Actual	1,730,637					1,730,637
2023 Estimated	1,810,000					1,810,000
2024 Budget	1,860,000					1,860,000
Percent of Funds' 2024 Revenues	6.9%					4.2%

# Utility Tax - Electric

**Legal Authorization**

State Statute: 94.270

City Ordinance: 87-302

**Account Code:** 412-10

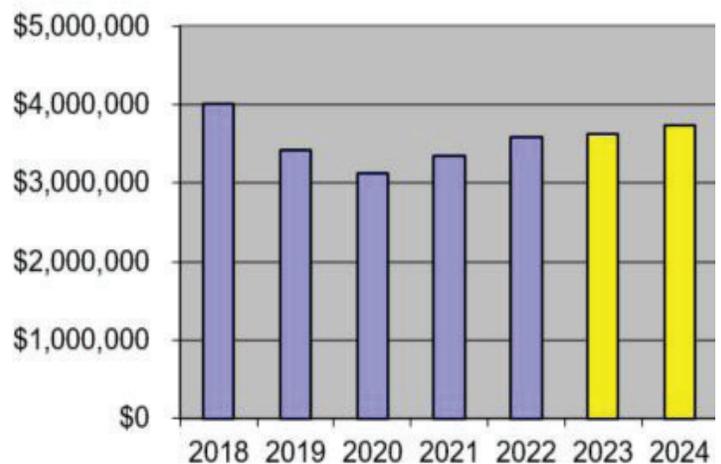
## Description

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 to pre-pandemic levels and electric utility revenue is projected to increase again 2024 due to higher rates.

## Financial Trend



## Fund Distribution

Year	General Fund	Streetlight Fund				Total
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 Actual	3,260,902	326,090				3,586,992
2023 Estimated	3,300,000	330,000				3,630,000
2024 Budget	3,400,000	340,000				3,740,000
Percent of Funds' 2024 Revenues	12.5%	64.3%				8.5%

# Interest on Investments

**Legal Authorization**

State Statute: n/a

City Resolution: 2014-1136

**Account Code:** 457-00

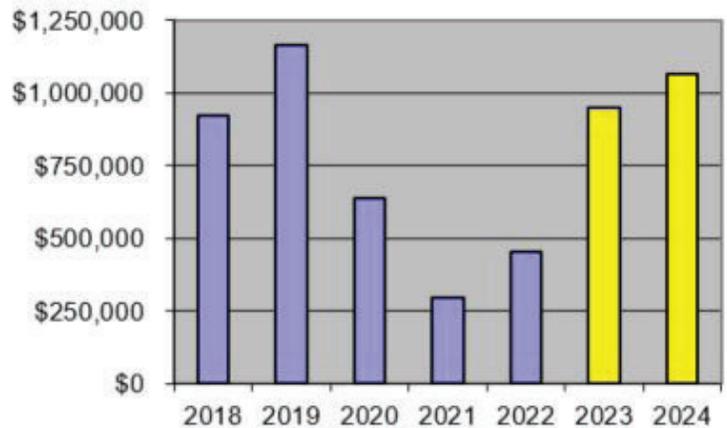
## Description

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 in 2022. The City anticipates experiencing a significant increase in interest revenue in 2023 and 2024 due to the rising interest rates.

### Financial Trend



### Fund Distribution

Year	General Fund	Forfeiture Fund	South Heights TIF	Westport Plaza TIF	Total
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	295,609
2022 Actual	434,014	-	-	18,008	452,023
2023 Estimated	800,000	-	-	150,000	950,000
2024 Budget	900,000	-	-	165,000	1,065,000
Percent of Funds' 2024 Revenues	3.3%			4.8%	2.4%

# Court Fees and Fines

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

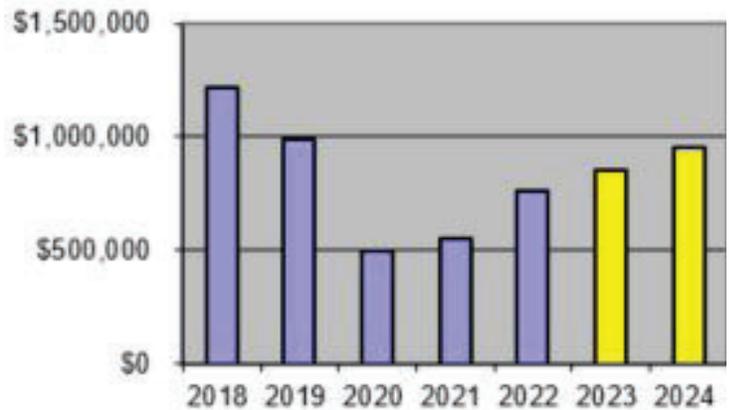
## Description

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, 2021 and 2022 as the court was mandated to close or adjudicate cases virtually for a significant period of time. In 2022, the court returned to normal operations and experienced a modest recovery due to the back log in cases. In 2023, revenue from this source began to increase as court operations returned to normal and another increase is anticipated in 2024.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
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 Actual	765,305					765,305
2023 Estimated	850,000					850,000
2024 Budget	950,000					950,000
Percent of Funds' 2024 Revenues	3.5%					2.2%

# Building Permit Revenue

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

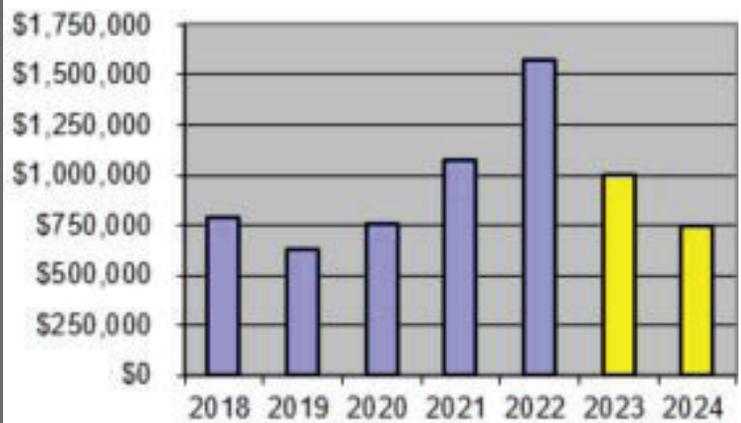
## Description

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 estimate is based on the completion of several large construction projects in undeveloped areas within the City. The 2024 budget estimates revenues from this source to decline somewhat due to the completion of several large construction projects in 2023, which will not occur in 2024.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
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 Actual	1,570,496					1,570,496
2023 Estimated	1,000,000					1,000,000
2024 Budget	750,000					750,000
Percent of Funds' 2024 Revenues	2.8%					1.7%

# County Road Refund

**Legal Authorization**

State Statute: n/a

City Ordinance: n/a

**Account Code:** 415-02

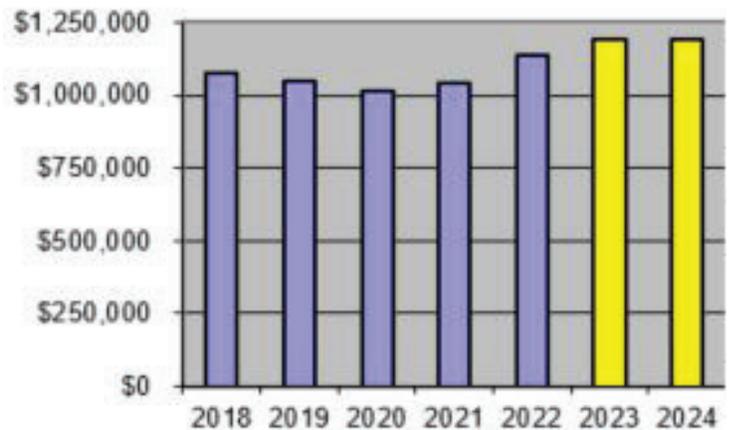
## Description

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
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 Actual	1,136,078					1,136,078
2023 Estimated	1,192,000					1,192,000
2024 Budget	1,192,000					1,192,000
Percent of Funds' 2024 Revenues	4.4%					2.7%

# Utility Tax - Gas

**Legal Authorization**

State Statute: 94.270

City Ordinance: 87-302

**Account Code:** 412-20

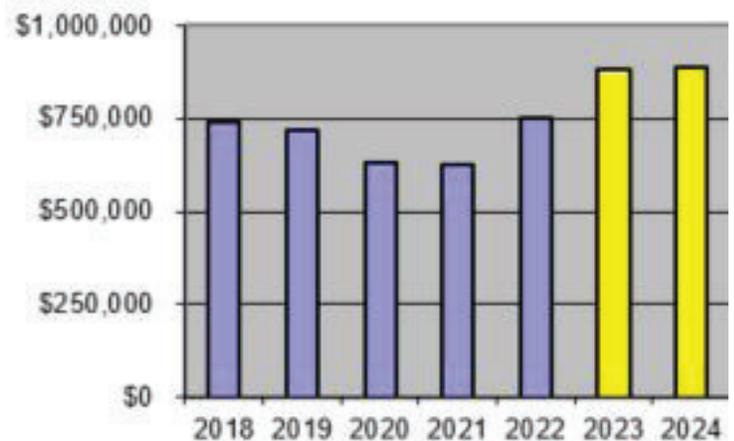
## Description

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 and again in 2023 and are anticipated to remain at approximately the same level in 2024.

### Financial Trend



### Fund Distribution

Year	General Fund	Streetlight Fund				Total
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 Actual	685,058	68,506				753,564
2023 Estimated	800,000	80,000				880,000
2024 Budget	808,000	80,800				888,800
Percent of Funds' 2024 Revenues	3.0%	15.3%				2.0%

# Motor Fuel Tax

**Legal Authorization**

State Statute: 142.345

City Ordinance: n/a

**Account Code:** 415-00

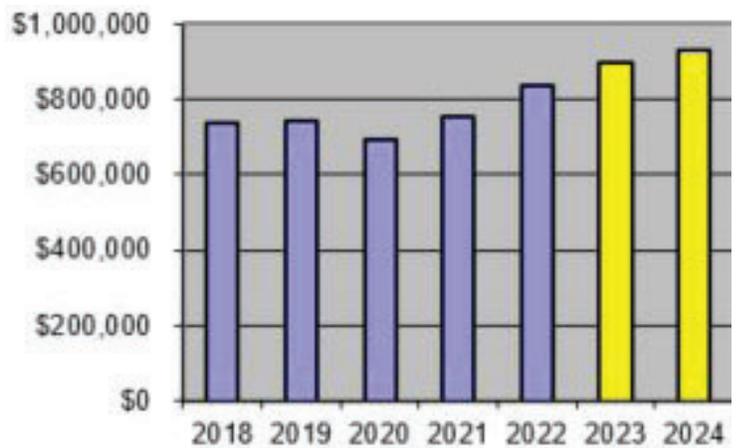
## Description

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 2024 budget includes the 2.5% annual increase.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
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 Actual	834,480					834,480
2023 Estimated	900,000					900,000
2024 Budget	930,000					930,000
Percent of Funds' 2024 Revenues	3.4%					2.1%

# Utility Tax - Telecommunication

**Legal Authorization**

State Statute: 94.270

City Ordinance: 87-302

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

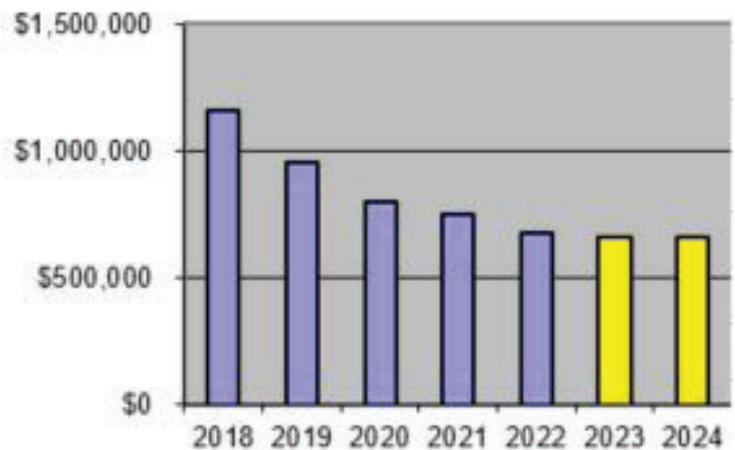
## Description

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

### Comments

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

### Financial Trend



### Fund Distribution

Year	General Fund	Streetlight Fund				Total
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 Actual	617,161	61,516				678,676
2023 Estimated	600,000	60,000				660,000
2024 Budget	600,000	60,000				660,000
Percent of Funds' 2024 Revenues	2.2%	11.3%				1.5%

# Business License Fees

**Legal Authorization**

State Statute: 94.270

City Ordinance: 2004-2447

**Account Code:** 451-00

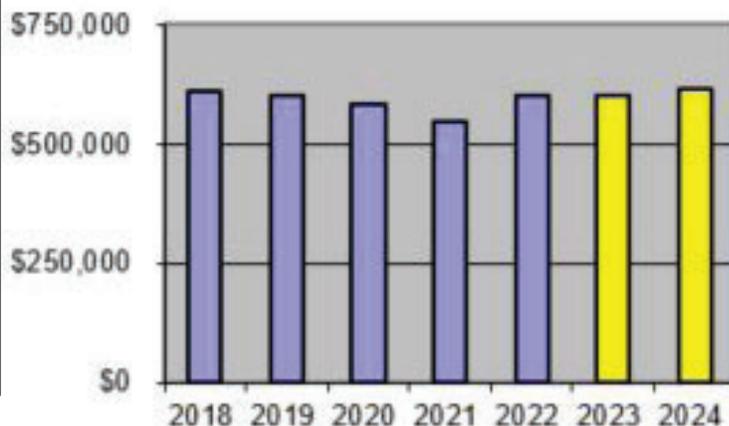
## Description

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 increase slightly in 2024. 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
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 Actual	601,623					601,623
2023 Estimated	600,000					600,000
2024 Budget	615,000					615,000
Percent of Funds' 2024 Revenues	2.3%					1.4%

# Occupancy Permits

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

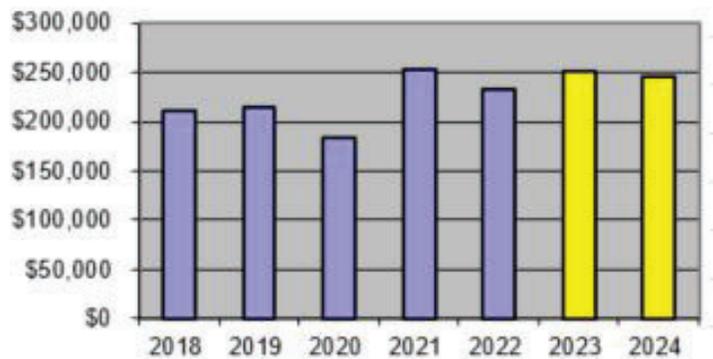
## Description

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. In 2022 there was a return to normal activity, however, interest rates rose significantly as an effort to curb inflation and the real estate market began to see a decline in sales in the second half 2022. However, in 2023, despite rising interest rates, the real estate market continued to be active. The 2024 budget assumes the market will remain about the same as 2023.

### Financial Trend



### Revenue Information

Year	Commercial	Multi-Family	Single Family			Total
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 Actual	35,892	155,349	41,825			233,066
2023 Estimated	44,000	165,000	42,500			251,500
2024 Budget	44,000	157,000	44,000			245,000
Percent of Funds' 2024 Revenues	0.2%	0.6%	0.2%			0.6%

# Motor Vehicle Sales Tax

**Legal Authorization**

State Statute: 94.560

City Ordinance: n/a

**Account Code:** 415-01

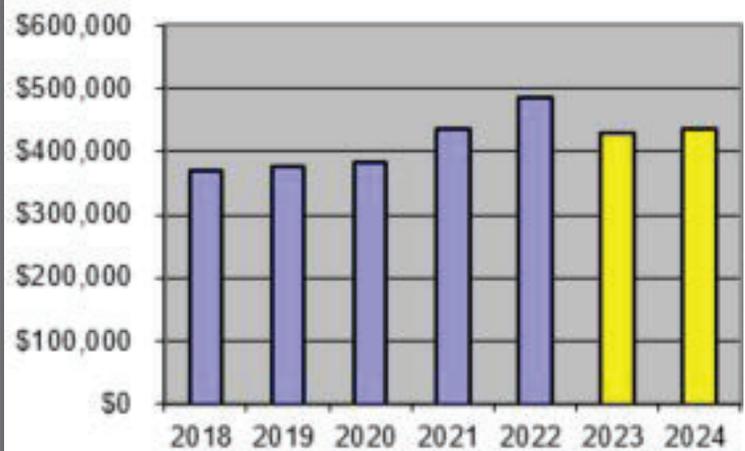
## Description

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

There was an increase in revenue from this source in 2021 and 2022. It is anticipated that the revenue from this source will be close to what was received in 2021 and 2023 with a slight decrease compared to 2022.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
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 Actual	484,613					484,613
2023 Estimated	430,000					430,000
2024 Budget	435,000					435,000
Percent of Funds' 2024 Revenues	1.6%					1.0%

# Utility Tax - Water

**Legal Authorization**

State Statute: 94.270

City Ordinance: 87-302

**Account Code:** 412-40

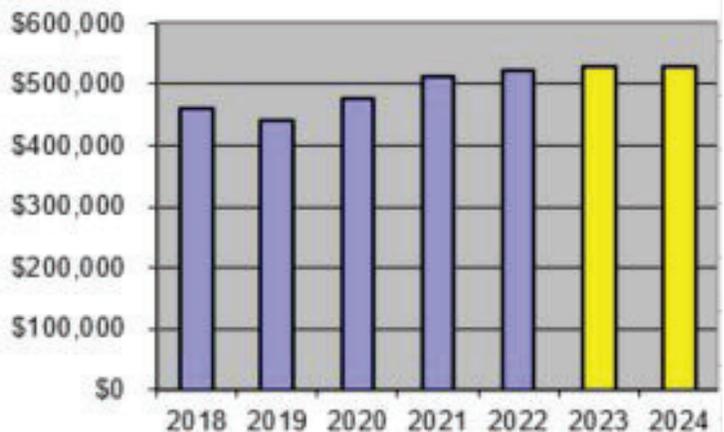
## Description

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. There is not much of a change in revenue from this source anticipated in 2024.

## Financial Trend



## Fund Distribution

Year	General Fund	Streetlight Fund				Total
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 Actual	478,938	47,394				521,332
2023 Estimated	480,000	48,000				528,000
2024 Budget	480,000	48,000				528,000
Percent of Funds' 2024 Revenues	1.8%	9.1%				1.2%

# Cable TV Franchise Fee

**Legal Authorization**

State Statute: 94.270

City Ordinance: 95-896

**Account Code:** 473-00

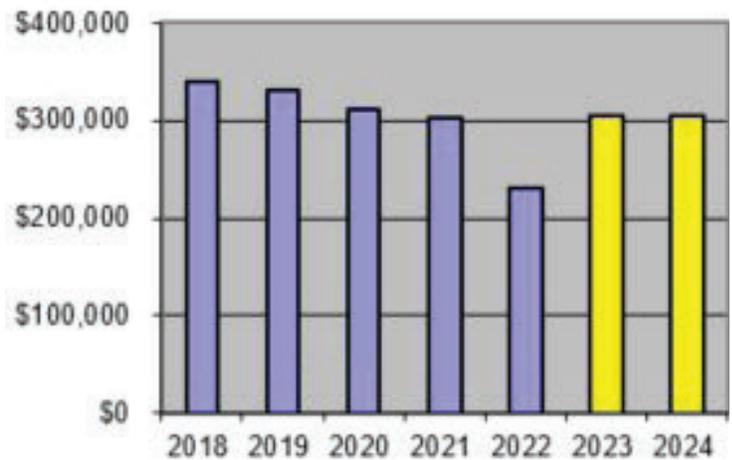
## Description

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. Revenue from this source is expected to remain flat.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
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 Actual	231,641					231,641
2023 Estimated	305,000					305,000
2024 Budget	305,000					305,000
Percent of Funds' 2024 Revenues	1.1%					0.7%

# Sewer Lateral Fee

**Legal Authorization**

State Statute: 249-422

City Ordinance: 99-1676

**Account Code:** 411-05

2014-3868

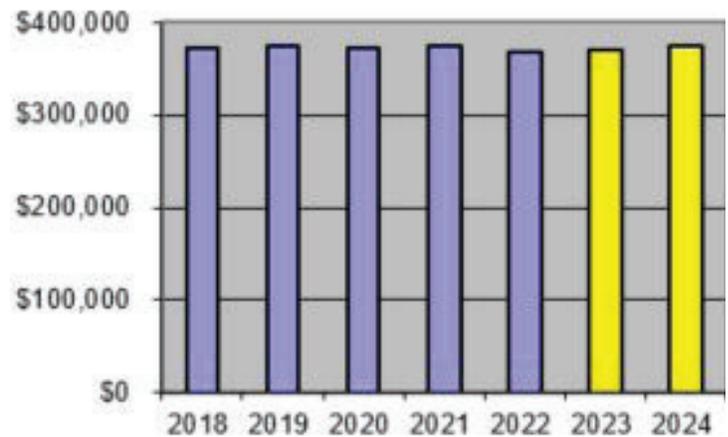
## Description

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

## Comments

This revenue is stable, reflecting the small number of new homes built each year in Maryland Heights.

## Financial Trend



## Fund Distribution

Year	Sewer Lateral Fund					Total
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 Actual	368,309					368,309
2023 Estimated	370,900					370,900
2024 Budget	375,000					375,000
Percent of Funds' 2024 Revenues	100.0%					0.9%

# Tourism Tax

**Legal Authorization**

State Statute: 67.1000

City Ordinance: 2006-2817

**Account Code:** 416-00

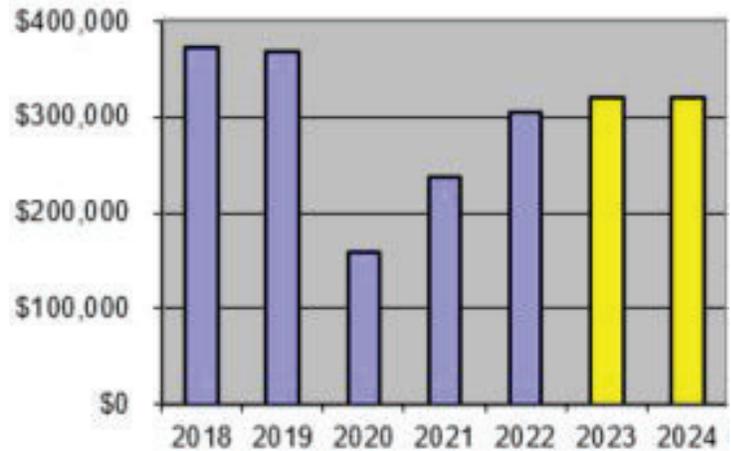
## Description

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 and 2021 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. In 2022 and 2023 projections were based on the assumption that travel will continue to increase to pre-pandemic activity with little change for 2024.

### Financial Trend



### Fund Distribution

Year	Tourism Tax Fund					Total
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 Actual	304,027					304,027
2023 Estimated	320,000					320,000
2024 Budget	320,000					320,000
Percent of Funds' 2024 Revenues	100.00%					0.7%

# Cigarette Tax

**Legal Authorization**

State Statute: 66.350

City Ordinance: n/a

**Account Code:** 414-00

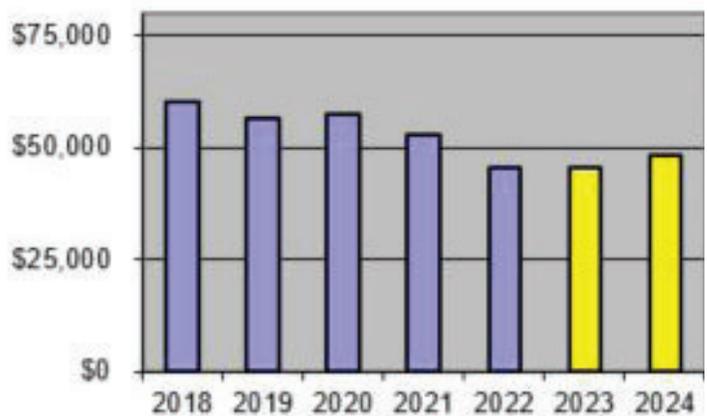
## Description

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 other than the continued increase in prices.

### Financial Trend



### Fund Distribution

Year	General Fund					Total
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 Actual	45,531					45,531
2023 Estimated	45,315					45,315
2024 Budget	48,000					48,000
Percent of Funds' 2024 Revenues	0.2%					0.2%

# 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

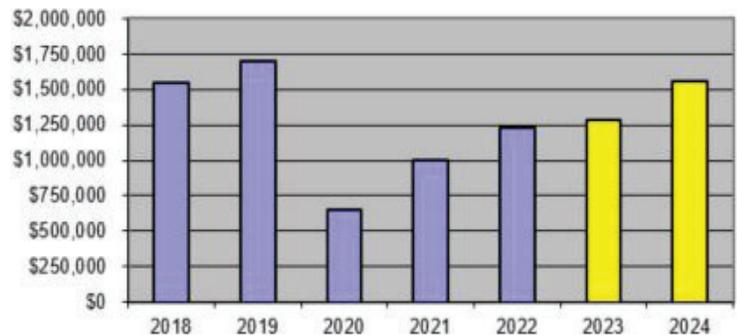
## Description

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 was 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
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 Actual	508,697	512,365	208,529			1,229,592
2023 Estimated	540,000	565,000	180,000			1,285,000
2024 Budget	686,830	660,000	212,000			1,558,830
Percent of Funds' 2024 Revenues	8.7%	8.3%	2.7%			19.7%

# 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

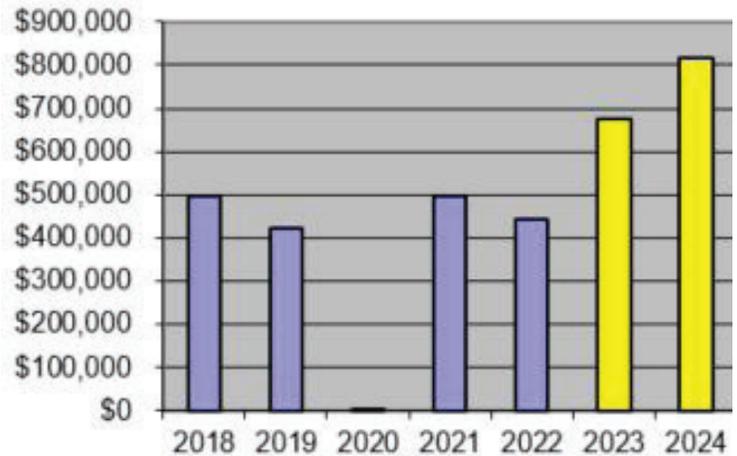
## Description

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 2024 budget projects an increase in revenue due to increased attendance and an increase in user fees.

### Financial Trend



### Revenue Information

Year	Concessions	Facility Use				Parks Fund Total
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 Actual	99,995	341,976				441,971
2023 Estimated	176,695	498,716				675,411
2024 Budget	174,000	643,000				817,000
Percent of Funds' 2024 Revenues						10.3%



# 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 - 2024

2024 Intergovernmental Revenues	<u>Amount</u>	<u>Fund Total</u>
<b><u>Grant</u></b>		
MO Dept. of Transportation	8,625	
	4,750	
	5,750	
	8,050	
St. Louis County Dept. of Health	2,000	
Mo Safety Center	2,000	
Dept. of Justice (DEA)	15,000	
MO Dept. of Conservation	15,163	
	<u>61,338</u>	
<b><u>Service Contract</u></b>		
Police Protection	32,000	
School Resource Officer	103,652	
School Resource Officer	62,673	
DARE Middle School Officer	31,337	
Task Force-Crimes vs Children	80,000	
	<u>309,662</u>	
<b>TOTAL GENERAL FUND</b>		<b><u><u>371,000</u></u></b>
<b>Police Officer Training Fund</b>		<b><u><u>7,000</u></u></b>
<b>Police Forfeiture Fund</b>		<b><u><u>25,000</u></u></b>
<b>CAPITAL IMPROVEMENTS FUND</b>		
<b><u>Source</u></b>		
Federal STP Grant		<b><u><u>820,000</u></u></b>
<b><u>Project</u></b>		
Addie Road Rehabilitation		
<b>PARK FUND</b>		
<b><u>Project</u></b>		
Municipal Parks Commission		<b><u><u>89,000</u></u></b>
-		
<b>TOTAL INTERGOVERNMENTAL-ALL FUNDS</b>		<b><u><u>1,312,000</u></u></b>



# All Funds - Summary

This section provides a summary and combined view of all funds included in the 2024 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 2024	2020	2021	2022	2023	2024
	Actual	Actual	Actual	Estimated	Proposed
<b>REVENUES:</b>					
General	23,512,937	24,774,484	25,196,151	25,666,815	27,092,679
Streetlight	456,487	475,581	503,505	518,000	528,800
Tourism	158,070	237,052	304,027	320,000	320,000
Capital Improvement	14,000	850,000	2,590,092	3,417,000	3,770,000
Police Forfeiture	205,347	1,652	27,092	10,000	25,000
Parks	5,235,020	5,881,875	8,148,641	7,377,387	7,836,830
Reserve	-	-	-	-	-
American Rescue Plan Fund***	-	1,464,354	1,809,505	2,218,549	-
Sewer Lateral	371,985	374,396	366,309	370,900	375,000
Police Training	4,608	2,420	-	7,000	7,000
Beautification	9,000	19,125	7,754	18,434	16,000
Community Center DSF	5	5	4	4,000	4,000
Dorsett Road TIF	231,231	313,247	250,587	332,000	332,000
Westport Plaza TIF	3,238,554	1,365,922	3,502,181	3,750,000	3,416,597
<b>TOTAL</b>	<b>33,437,245</b>	<b>35,760,115</b>	<b>42,705,848</b>	<b>44,010,085</b>	<b>43,723,906</b>

EXPENDITURES:	2020	2021	2022	2023	2024
	Actual	Actual	Actual	Estimated	Proposed
General	23,416,291	23,153,830	24,036,040	26,905,763	28,264,600
Streetlight	435,879	436,556	463,500	492,200	506,100
Tourism	377,718	218,068	236,050	300,000	300,000
Capital Improvement	2,313,827	2,734,645	4,808,913	5,071,055	4,183,557
Police Forfeiture	151,298	163,448	198,954	90,000	37,300
Parks	8,715,448	4,665,984	5,243,459	6,473,045	6,261,368
Reserve	-	-	-	-	-
American Rescue Plan Fund***	-	-	-	-	-
Sewer Lateral	284,175	244,225	220,936	270,000	270,000
Police Training	13,999	11,610	11,227	6,196	2,700
Beautification	3,155	3,740	5,200	5,000	9,000
Community Center Debt Service	984,046	981,362	977,962	979,160	979,156
Dorsett Road TIF	249,970	498,719	88,025	600,000	150,000
Westport Plaza TIF	3,724,715	1,985,338	1,496,104	3,330,086	2,705,500
South Heights TIF**	-	-	-	-	-
<b>TOTAL</b>	<b>40,670,522</b>	<b>35,097,524</b>	<b>37,786,370</b>	<b>44,522,505</b>	<b>43,669,281</b>

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	Strlght	Capital Imprv	Parks	Reserve	ComCtr DSF	Other	
<u>REVENUES</u>								
Gaming Tax	6,885	-	2,950	-	-	-	-	9,835
Utility Taxes	5,288	529	-	-	-	-	-	5,817
Sales Tax	5,356	-	-	5,284	-	-	-	10,640
Sales Tax-Prop P	1,860	-	-	-	-	-	-	1,860
Marijuana Sales Tax	250	-	-	-	-	-	-	250
Cigarette Tax	48	-	-	-	-	-	-	48
Road and Bridge Taxes	2,557	-	-	-	-	-	-	2,557
Hotel/Motel Tax	-	-	-	-	-	-	320	320
Licenses, Permits, and Fees	1,988	-	-	-	-	-	16	2,004
Municipal Court	950	-	-	-	-	-	-	950
Investment Income	900	-	-	-	-	4	165	1,069
Intergovernmental Revenues/Donations	371	-	820	89	-	-	32	1,312
Recreation Program Fees	-	-	-	2,464	-	-	-	2,464
Sewer Lateral Fees	-	-	-	-	-	-	375	375
Incremental Taxes	-	-	-	-	-	-	3,584	3,584
Other Revenue	639	-	-	-	-	-	-	639
<b>TOTAL REVENUES</b>	<b>27,092</b>	<b>529</b>	<b>3,770</b>	<b>7,837</b>	<b>-</b>	<b>4</b>	<b>4,492</b>	<b>43,724</b>
<u>EXPENDITURES</u>								
Executive/Legislative	221	-	-	-	-	-	-	221
Administrative	4,071	-	-	-	-	-	-	4,071
Finance	691	-	-	-	-	-	-	691
Community Development	2,215	-	-	-	-	-	-	2,215
Economic Development	365	-	-	-	-	-	556	921
Public Works	5,777	507	4,184	-	-	-	270	10,738
Police	13,709	-	-	-	-	-	40	13,749
Municipal Court	417	-	-	-	-	-	-	417
Parks and Recreation	613	-	-	6,261	-	-	9	6,883
Human Services	185	-	-	-	-	-	-	185
Debt Service	-	-	-	-	-	979	2,600	3,579
<b>TOTAL EXPENDITURES</b>	<b>28,264</b>	<b>507</b>	<b>4,184</b>	<b>6,261</b>	<b>-</b>	<b>979</b>	<b>3,475</b>	<b>43,670</b>
Excess(deficiency) of revenues over(under) expenditures	(1,172)	22	(414)	1,576	-	(975)	1,017	54
Other financing sources(uses):								
Transfer to Community Center DSF				(985)		985		-
Advance repayment from Ice Center						-		-
Operating transfers in (out):	-					-		-
Operating transfers in (out):	1,172			(275)	(1,697)			(800)
Change in Fund Balance -2024	-	22	(414)	316	(1,697)	10	1,017	(746)
Fund Balance January 1, 2024	-	1,210	2,200	4,689	31,570	40	6,553	46,262
<b>Fund Balance December 31, 2024</b>	<b>-</b>	<b>1,232</b>	<b>1,786</b>	<b>5,005</b>	<b>29,873</b>	<b>50</b>	<b>7,570</b>	<b>45,516</b>

\*Fund Names

General=General Fund  
Strlght=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	
<b>REVENUES:</b>									
Hotel/Motel Tax	320	-	-	-	-	-	-	-	320
Business License	-	-	-	16	-	-	-	-	16
Intergovernmental Revenues	-	-	25	-	-	7	-	-	32
Sewer Lateral Fees	-	-	-	-	375	-	-	-	375
Incremental /Special District Taxes	-	-	-	-	-	-	332	3,252	3,584
Other	-	-	-	-	-	-	-	165	165
<b>TOTAL REVENUES</b>	<b>320</b>	<b>-</b>	<b>25</b>	<b>16</b>	<b>375</b>	<b>7</b>	<b>332</b>	<b>3,417</b>	<b>4,492</b>
<b>EXPENDITURES</b>									
Community & Economic Development	300	-	-	-	-	-	150	106	556
Public Works	-	-	-	-	270	-	-	-	270
Police	-	-	37	-	-	3	-	-	40
Parks and Recreation	-	-	-	9	-	-	-	-	9
Human Services	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	2,600	2,600
<b>TOTAL EXPENDITURES</b>	<b>300</b>	<b>-</b>	<b>37</b>	<b>9</b>	<b>270</b>	<b>3</b>	<b>150</b>	<b>2,706</b>	<b>3,475</b>
Excess(deficiency) of revenues over(under) expenditures	20	-	(12)	7	105	4	182	711	1,017
Other financing sources(uses):	-	-	-	-	-	-	-	-	-
Operating transfers in (out):	-	-	-	-	-	-	-	-	-
Change in Fund Balance -2024	20	-	(12)	7	105	4	182	711	1,017
Fund Balance January 1, 2024	5	-	34	69	1,280	5	365	4,795	6,553
Fund Balance December 31, 2024	25	-	22	76	1,385	9	547	5,506	7,570

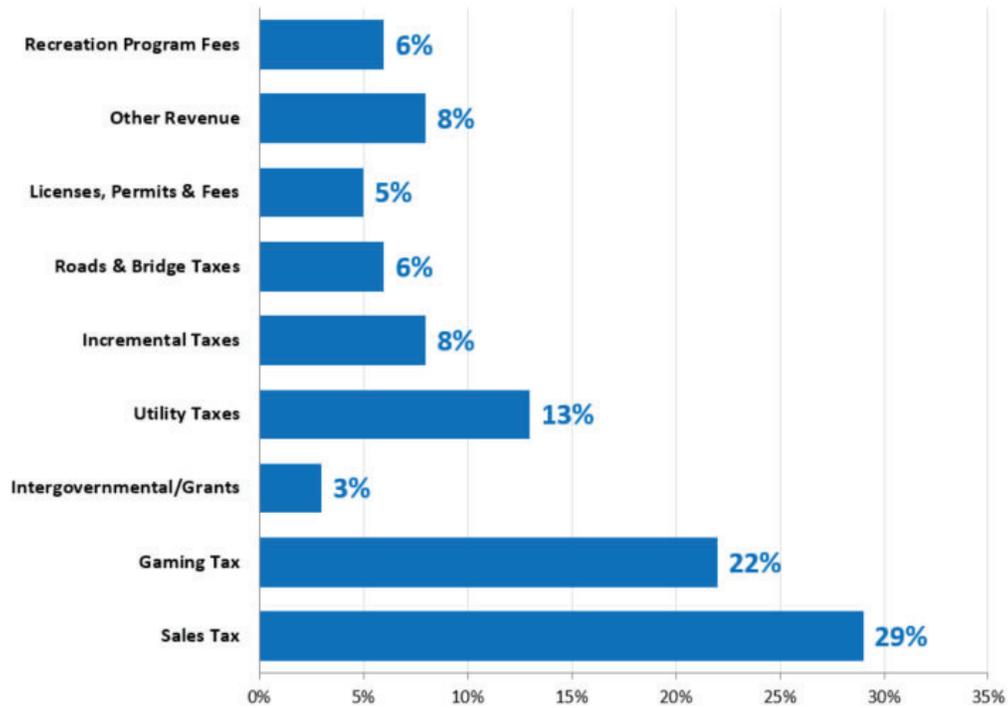
**\*Fund Names:**

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

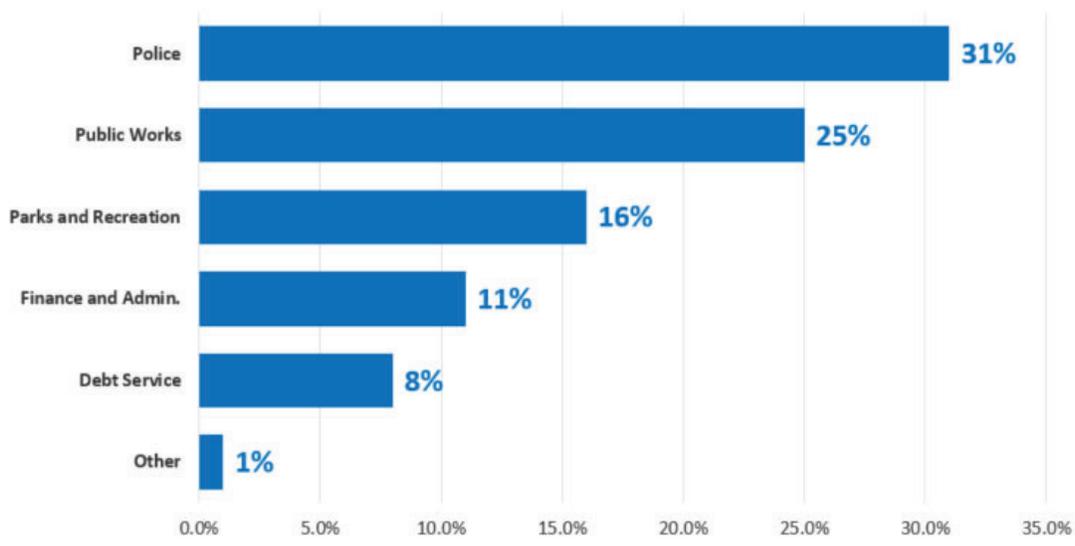
Pol Trg=Police Training Fund  
 Westport Plaza TIF=Westport Plaza Tax Increment Financing Fund  
 Dorsett TIF=Dorsett Road Tax Increment Financing Fund  
 ARPA=American Rescue Plan Fund

# 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 2024

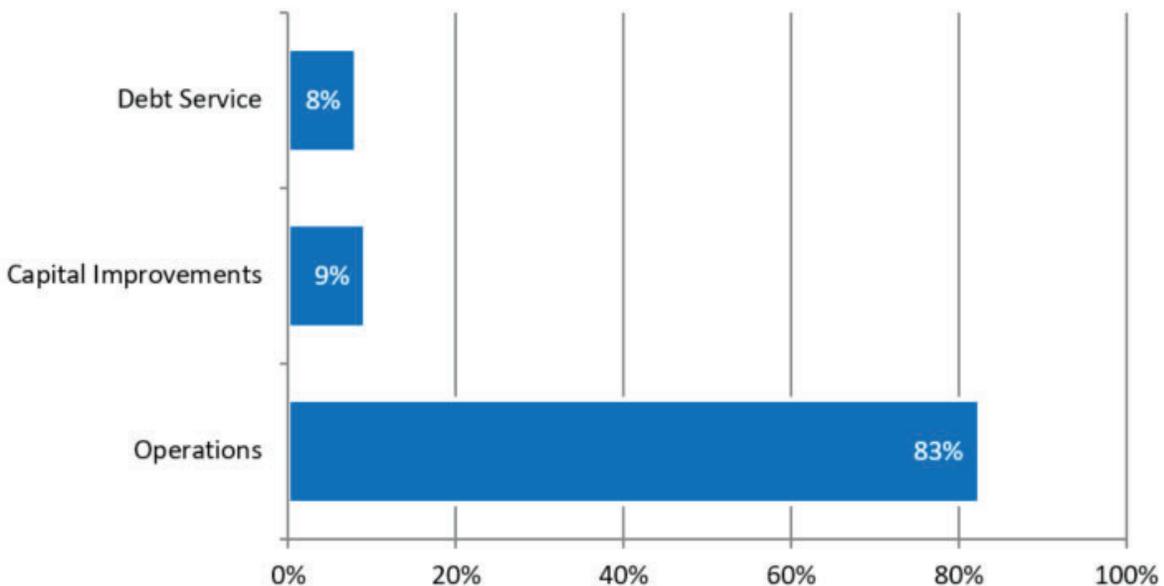
Fund	Operations(2)	Capital		Total
		Improvements	Debt Service	
General	28,264,600			28,264,600
Streetlight	506,100	-		506,100
Tourism	300,000			300,000
Capital Improvement	213,557	3,970,000		4,183,557
Police Forfeiture	37,300			37,300
American Rescue Plan	-			-
Police Training	2,700			2,700
Parks	6,172,368	89,000		6,261,368
Reserve(1)	-			-
Sewer Lateral	270,000			270,000
Beautification	9,000			9,000
Community Center DSF	-		979,156	979,156
Dorsett Road TIF	150,000			150,000
Westport Plaza TIF	105,500		2,600,000	2,705,500
<b>TOTAL</b>	<b>36,031,125</b>	<b>4,059,000</b>	<b>3,579,156</b>	<b>43,669,281</b>

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

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

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

### Expenditures by Object



# Personnel Schedule - All Departments

	<b>Position Title</b>	<b>2022 Actual</b>	<b>2023 Authorized</b>	<b>2024 Requested</b>
<b><u>Administration</u></b>				
City Clerk's Office	City Clerk	1.00	1.00	1.00
	Deputy City Clerk/IT Laserfiche	1.00	1.00	1.00
	Administrative Assistant	1.00	1.00	1.00
	Records Clerk/Administration	1.00	1.00	1.00
		4.00	4.00	4.00
Legal Services	Prosecutor	0.25	0.25	0.25
	Assistant to the Prosecutor	1.00	1.00	1.00
		1.25	1.25	1.25
City Administrator's Office	City Administrator	1.00	1.00	1.00
		1.00	1.00	1.00
Human Resources	Human Resources Manager	1.00	1.00	1.00
	Human Resources Generalist	1.00	1.00	1.00
		2.00	2.00	2.00
Communications	Communications Manager	1.00	1.00	1.00
	Assistant Communications Manager	0.00	0.00	1.00
	Marketing Specialist	1.00	1.00	2.00
	Marketing Assistant	0.00	0.00	1.00
	Intern	0.25	0.25	0.25
		2.25	2.25	5.25
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
		4.00	4.00	4.00
	<b>TOTAL ADMINISTRATION</b>	<b>14.50</b>	<b>14.50</b>	<b>17.50</b>
<b><u>Finance</u></b>				
Finance	Finance Director	1.00	1.00	1.00
	Assistant Finance Director	1.00	1.00	1.00
	Senior Accountant	1.00	1.00	1.00
	Payroll/HR Assistant	1.00	1.00	1.00
		4.00	4.00	4.00
	<b>TOTAL FINANCE</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

# Personnel Schedule - All Departments

	Position Title	2022 Actual	2023 Authorized	2024 Requested
<b><u>Community Development</u></b> Planning & Zoning	Director of Community Development	1.00	1.00	1.00
	City Planner	1.00	1.00	1.00
	Planner I	1.00	0.00	0.00
	Social Worker	1.00	1.00	1.00
	Intern	0.25	0.25	0.25
			4.25	3.25
Inspections	Building Commissioner	1.00	1.00	1.00
	Deputy Building Commissioner	1.00	2.00	1.00
	Plans Examiner	1.00	1.00	1.00
	Building Inspector II	4.00	4.00	4.00
	Building Inspector I	2.00	3.00	4.00
	Code Enforcement Officer	2.00	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	17.00
	<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>19.25</b>	<b>20.25</b>	<b>20.25</b>
<b><u>Economic Development</u></b> 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
	<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
<b><u>Public Works</u></b> Engineering and Administration	Director of Public Works	1.00	1.00	1.00
	Project Manager	1.00	1.00	1.00
	Engineering Manager	1.00	0.00	0.00
	Executive Assistant	1.00	1.00	1.00
		4.00	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	2022 Actual	2023 Authorized	2024 Requested
Capital Projects	Engineer	1.00	1.00	0.00
	Construction Inspector	1.00	1.00	1.00
	Engineering Technician	0.00	0.00	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
<b>TOTAL PUBLIC WORKS</b>		<b>30.00</b>	<b>29.00</b>	<b>29.00</b>
<b><u>Police</u></b>				
Police Administration	Police Chief	1.00	1.00	1.00
	Executive Assistant	1.00	1.00	1.00
	Administrative Assistant	1.00	1.00	1.00
		3.00	3.00	3.00
Patrol Services	Major (Deputy Chief)	1.00	1.00	1.00
	Captain/Lieutenant	4.00	4.00	4.00
	Sergeant	5.00	4.00	4.00
	Corporal	4.00	4.00	4.00
	Police Officer	36.00	36.00	36.00
		50.00	49.00	49.00
Investigations	Captain/Lieutenant	1.00	1.00	1.00
	Sergeant	1.00	2.00	2.00
	Lead Detective	2.00	2.00	2.00
	Police Officer	14.00	14.00	14.00
	Crime Analyst	1.00	1.00	1.00
	Secretary	1.00	1.00	1.00
	20.00	21.00	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	8.00	8.00
	Bailiff	0.60	0.60	0.60
		10.60	11.60	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
<b>TOTAL POLICE</b>		<b>99.90</b>	<b>100.90</b>	<b>100.90</b>

# Personnel Schedule - All Departments

		2022 Actual	2023 Authorized	2024 Requested
<b><u>Municipal Court</u></b>				
Municipal Court	Municipal Judge	0.20	0.20	0.20
	Provisional Judge	0.10	0.10	0.10
	Court Administrator	1.00	1.00	1.00
	Court Assistant	2.00	2.00	2.00
	Court Aide	0.50	0.50	0.50
		3.80	3.80	3.80
	<b>TOTAL MUNICIPAL COURT</b>	<b>3.80</b>	<b>3.80</b>	<b>3.80</b>
<b><u>Parks and Recreation</u></b>				
Administration	Director of Parks and Recreation	1.00	1.00	1.00
		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	5.00	5.00	5.00
	Customer Relations Aide	5.00	4.50	4.65
	Aquatic Supervisor	1.00	1.00	1.00
	Head Lifeguard	2.40	2.40	2.68
	Lifeguard	6.11	6.11	5.87
	Private Swim Instructor	0.10	0.10	0.10
	Swim Instructor	1.11	1.11	0.93
	Building Supervisor	0.20	0.20	0.20
	Play Center Attendant	2.00	1.00	0.82
	Personal Trainer	0.53	0.53	0.70
	Fitness Center Attendant	3.50	2.81	2.62
	Specialty Instructors	1.98	2.54	1.10
	Special Event Assistant	0.05	0.17	0.10
	Program Director	0.90	0.19	0.26
	Preschool Leader	1.94	3.04	2.28
	Park Attendant	0.06	0.06	0.06
	Sports Official	0.03	0.17	0.17
	Scorekeeper	0.00	0.51	0.81
	Camp Staff	1.37	1.63	1.46
	Camp Assistant Director	0.00	0.00	0.19
	Inclusion Assistant	0.70	0.72	0.71
	Bus Driver	0.87	0.82	1.10
	Senior Aide	0.32	0.17	0.11
	Recreation Assistant	2.00	0.00	0.00
		46.17	43.78	41.92

# Personnel Schedule - All Departments

	Position Title	2022 Actual	2023 Authorized	2024 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	4.00
	Maintenance Aide	3.25	3.25	3.25
		8.25	8.25	9.25
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	0.30	0.30	0.25
	Aquaport Assistant Pool Manager	0.66	0.66	0.51
	Head Lifeguard	1.49	1.49	1.20
	Lifeguard	6.81	6.10	6.50
	Slide Attendant	2.61	2.00	1.50
	Lead Concessions Attendant	0.42	0.42	1.00
	Concession Attendant	1.32	1.35	1.50
	Lead Front Desk Attendant	0.44	0.44	0.40
	Front Desk Attendant	1.48	1.48	1.13
	Aquaport Grounds Crew	0.64	0.64	0.00
		16.17	14.88	13.99
Parks Maintenance	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
		8.20	9.20	9.20
<b>TOTAL PARKS AND RECREATION</b>		<b>83.79</b>	<b>81.11</b>	<b>79.36</b>
<b>TOTAL PERSONNEL (FTE)</b>		<b>257.24</b>	<b>255.56</b>	<b>256.81</b>

Numbers reflect full-time equivalent positions

# 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

	2020 Actual	2021 Actual	2022 Actual	2023 Estimated	2024 Budget
<b>Gaming Taxes</b>	5,704,191	8,066,951	6,043,547	6,500,000	6,885,000
<b>Utility Taxes:</b>					
Utility Taxes - Electric	2,833,416	3,034,648	3,260,902	3,300,000	3,400,000
Utility Taxes - Gas	571,939	568,810	685,058	800,000	808,000
Utility Taxes - Telecommunications	727,244	677,376	617,161	600,000	600,000
Utility Taxes - Water	432,275	471,193	473,938	480,000	480,000
	4,564,874	4,752,028	5,037,059	5,180,000	5,288,000
<b>Marijuana Sales Tax</b>	-	-	-	25,000	250,000
<b>Sales Tax-1%</b>	4,106,089	4,204,410	5,415,706	5,200,000	5,356,000
<b>Sales Tax-Public Safety</b>	1,429,749	1,565,023	1,730,637	1,810,000	1,860,000
<b>Cigarette Tax</b>	57,347	52,913	45,531	45,315	48,000
<b>Road and Bridge Taxes:</b>					
Motor Fuel Tax	693,596	753,031	834,480	900,000	930,000
Motor Vehicle Tax	384,424	434,888	484,613	430,000	435,000
County Road Refund	1,011,439	1,038,114	1,136,078	1,192,000	1,192,000
	2,089,459	2,226,033	2,455,171	2,522,000	2,557,000
<b>Licenses, Permits, and Fees:</b>					
Business Licenses	583,223	548,970	601,623	600,000	615,000
Plan Review Fees	54,900	78,301	121,124	60,000	60,000
Police Fees	8,341	9,143	11,166	12,000	12,000
Cable TV Franchise Fees	311,157	303,015	231,641	305,000	305,000
Reoccupancy Permits	184,106	252,117	233,066	251,500	245,000
Reimb. From Developers	432	-	(1,129)	-	-
Reimb of Code Abatement Costs	28,761	7,534	1,348	1,000	1,000
Building Permits	755,250	1,071,092	1,570,496	1,000,000	750,000
	1,926,170	2,270,170	2,769,335	2,229,500	1,988,000
<b>Municipal Court:</b>					
Court Fines and Fees	494,807	548,534	765,305	850,000	950,000
<b>Investment Income:</b>					
Interest on Investments	624,344	295,386	434,014	800,000	900,000
<b>Intergovernmental Revenues:</b>					
CARES Act	1,889,277	-	-	-	-
Grants/Reimbursements	369,995	292,303	351,369	360,000	371,000
	2,259,272	292,303	351,369	360,000	371,000
<b>Other:</b>					
Charter Settlement Proceeds	-	-	-	-	494,679
Insurance Reimbursement	57,228	242,523	108,403	-	-
Police Services-Special Events	2,270	10,730	14,073	15,000	15,000
Sale of Surplus Property	68,614	45,543	3,130	50,000	50,000
SLAIT Dividend	52,372	154,873	-	50,000	50,000
Miscellaneous	76,151	47,064	22,871	30,000	30,000
	256,635	500,733	148,477	145,000	639,679
<b>Total Revenue</b>	23,512,937	24,774,484	25,196,151	25,666,815	27,092,679
<b>Transfers from other funds:</b>					
Park Fund	100,000	100,000	100,000	100,000	100,000
Westport TIF	-	16,883	-	-	-
American Rescue Plan Fund	-	1,464,354	1,809,505	2,218,549	-
	100,000	1,581,237	1,909,505	2,318,549	100,000
	23,612,937	26,355,721	27,105,655	27,985,364	27,192,679

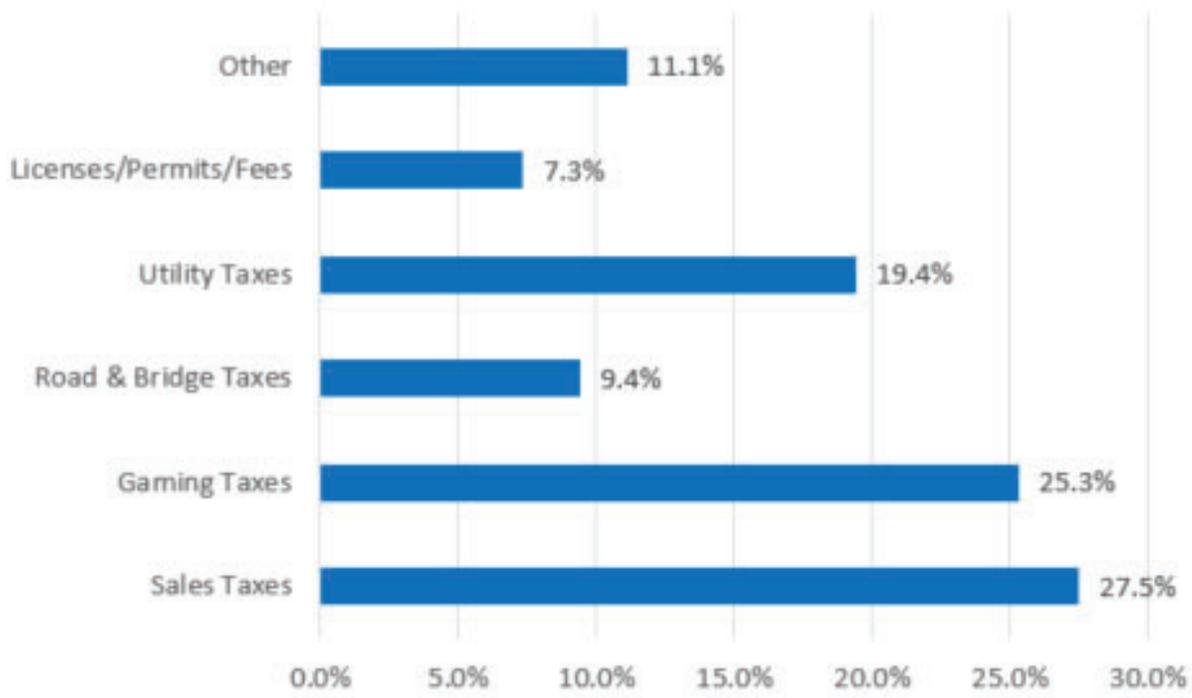
# General Fund

## Expenditure Budget - by Program

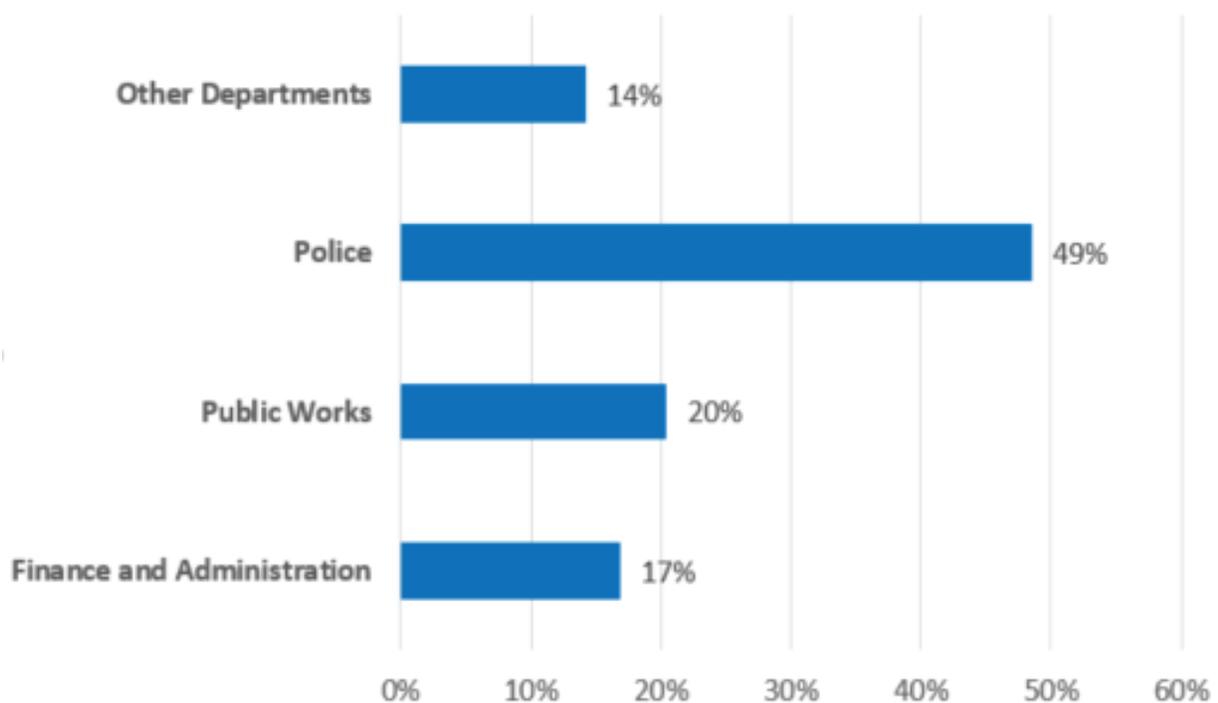
	2020 Actual	2021 Actual	2022 Actual	2023 Estimated	2024 Budget
<b>Executive/Legislative</b>					
Mayor's Office	17,968	33,225	35,749	44,356	55,356
City Council	128,626	128,317	128,087	162,026	165,976
	146,594	161,543	163,836	206,382	221,332
<b>Administration</b>					
City Clerk's Office	385,693	389,805	434,509	439,452	484,728
Legal Services	365,461	275,416	368,871	351,569	360,515
City Administrator's Office	481,778	279,625	240,005	260,892	283,282
Human Resources	356,603	346,882	355,575	353,055	384,587
Communications	223,262	199,186	251,640	286,035	515,982
Central Services	72,764	77,191	83,107	86,000	101,750
Risk Management	464,908	628,250	442,381	530,000	551,000
Information Technology	987,340	916,640	1,039,010	1,185,153	1,389,322
	3,337,810	3,112,995	3,215,098	3,492,156	4,071,166
<b>Finance</b>					
Finance	514,975	501,348	486,195	643,618	690,637
	514,975	501,348	486,195	643,618	690,637
<b>Community Development</b>					
Planning & Zoning	353,534	286,910	338,428	345,106	398,145
Inspections	1,455,928	1,412,919	1,471,451	1,548,963	1,816,927
	1,809,462	1,699,829	1,809,879	1,894,069	2,215,072
<b>Economic Development</b>					
Economic Development	211,291	213,425	250,126	342,520	365,491
<b>Public Works</b>					
Engineering/Administration	376,880	383,172	257,755	404,038	419,455
Roads and Bridges	1,684,197	1,671,813	2,036,070	2,691,743	2,191,487
Stormwater	593,266	604,791	616,154	633,414	656,369
Solid Waste	1,701,234	1,757,225	1,809,505	1,874,000	1,923,300
Vehicle & Equipment Maintenance	489,269	515,159	655,783	571,544	585,885
	4,844,846	4,932,159	5,375,267	6,174,739	5,776,496
<b>Police</b>					
Police Administration	395,253	379,294	413,282	400,877	460,212
Patrol Services	6,013,651	5,883,721	5,935,140	6,668,589	6,919,996
Investigations	1,693,193	1,684,942	2,515,699	2,757,354	2,966,881
Communications	1,209,747	1,192,250	1,267,162	1,389,608	1,504,393
Community Services	1,099,556	1,316,877	1,314,688	1,555,400	1,625,563
Record Room	198,755	185,842	172,286	223,088	232,334
Community Response Unit	916,989	811,613	3,370	-	-
	11,527,144	11,454,540	11,621,628	12,994,916	13,709,379
<b>Municipal Court</b>					
Municipal Court	348,672	346,743	365,525	393,777	416,586
<b>Parks and Recreation</b>					
Government Center Maintenance	492,712	556,584	572,975	583,586	613,441
<b>Human Services</b>					
	182,786	174,664	175,512	180,000	185,000
<b>Total Expenditures</b>	<b>23,416,291</b>	<b>23,153,830</b>	<b>24,036,040</b>	<b>26,905,763</b>	<b>28,264,600</b>

# General Fund

### Revenues - Where it comes from...



### Expenditures - Where it goes...



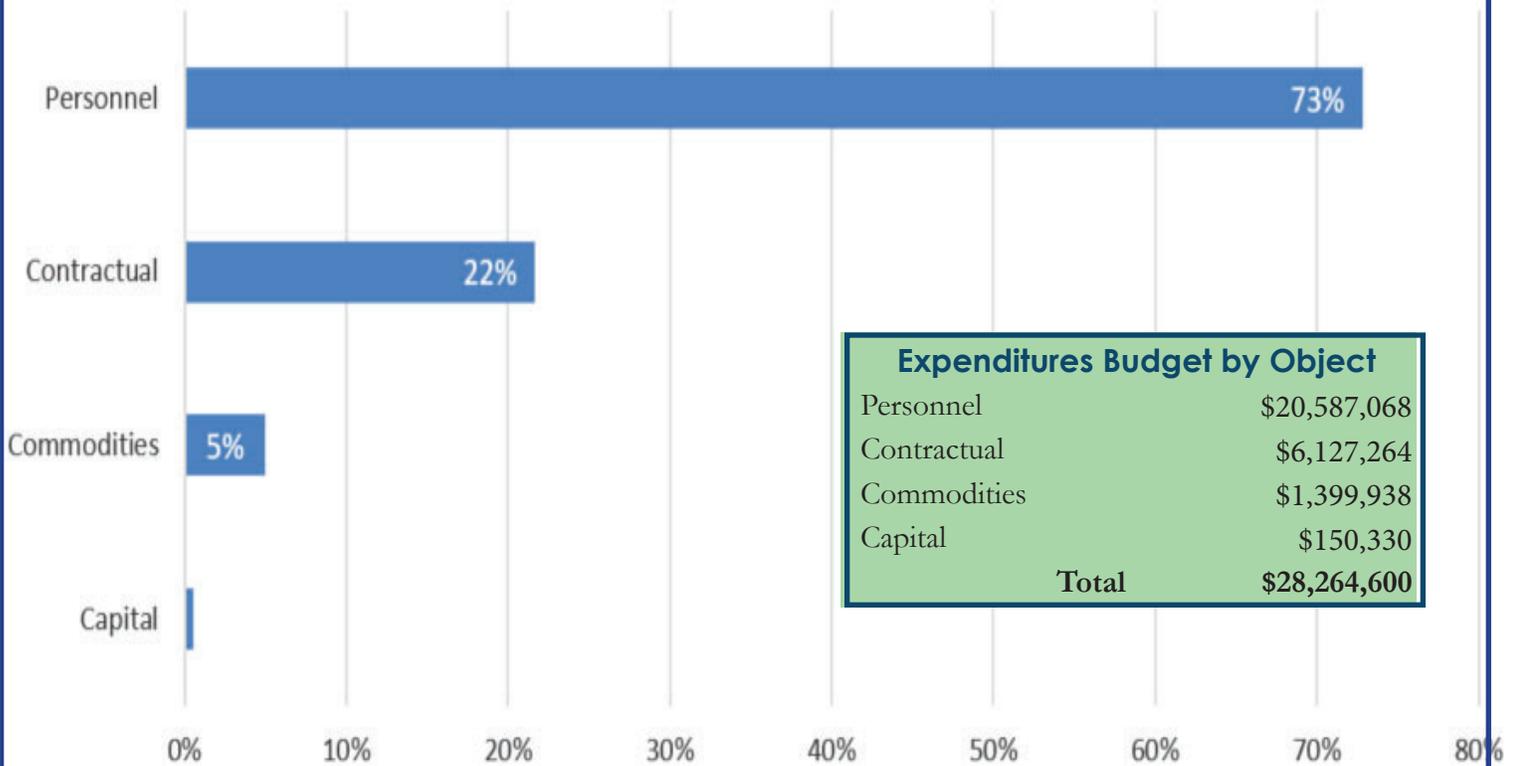
# General Fund

## Expenditure Budget - by Object of Expenditure

	Personnel	Contractual	Commodities	Capital	Total
<b>Executive/Legislative</b>					
Mayor's Office	17,056	38,300	-	-	55,356
City Council	68,226	97,750	-	-	165,976
	85,282	136,050	-	-	221,332
<b>Administration</b>					
City Clerk's Office	415,663	68,565	500	-	484,728
Legal Services	187,140	172,875	500	-	360,515
City Administrator's Office	260,132	23,150	-	-	283,282
Human Resources	237,125	146,462	1,000	-	384,587
Communications	347,843	152,289	15,850	-	515,982
Central Services	-	28,750	73,000	-	101,750
Risk Management	-	551,000	-	-	551,000
Information Technology	592,362	583,100	158,860	55,000	1,389,322
	2,040,265	1,726,191	249,710	55,000	4,071,166
<b>Finance</b>					
Finance	508,491	181,146	1,000	-	690,637
	508,491	181,146	1,000	-	690,637
<b>Community Development</b>					
Planning & Zoning	371,779	25,366	1,000	-	398,145
Inspections	1,708,974	89,190	18,763	-	1,816,927
	2,080,753	114,556	19,763	-	2,215,072
<b>Economic Development</b>					
	249,031	116,460	-	-	365,491
	249,031	116,460	-	-	365,491
<b>Public Works</b>					
Engineering/Administration	395,715	20,140	3,600	-	419,455
Roads and Bridges	1,342,971	404,736	443,780	-	2,191,487
Stormwater	646,184	2,535	7,650	-	656,369
Solid Waste	-	1,923,300	-	-	1,923,300
Vehicle & Equipment Maintenance	380,125	54,000	151,760	-	585,885
	2,764,995	2,404,711	606,790	-	5,776,496
<b>Police</b>					
Police Administration	386,062	22,850	3,700	47,600	460,212
Patrol Services	6,054,946	485,420	331,900	47,730	6,919,996
Investigations	2,791,951	117,180	57,750	-	2,966,881
Communications	1,230,528	254,065	19,800	-	1,504,393
Community Services	1,541,653	32,910	51,000	-	1,625,563
Police Records	230,534	1,000	800	-	232,334
	12,235,674	913,425	464,950	95,330	13,709,379
<b>Municipal Court</b>					
	368,886	44,800	2,900	-	416,586
<b>Parks and Recreation</b>					
Government Center Maintenance	253,691	304,925	54,825	-	613,441
<b>Human Services</b>					
	-	185,000	-	-	185,000
<b>Total Expenditures</b>	20,587,068	6,127,264	1,399,938	150,330	28,264,600

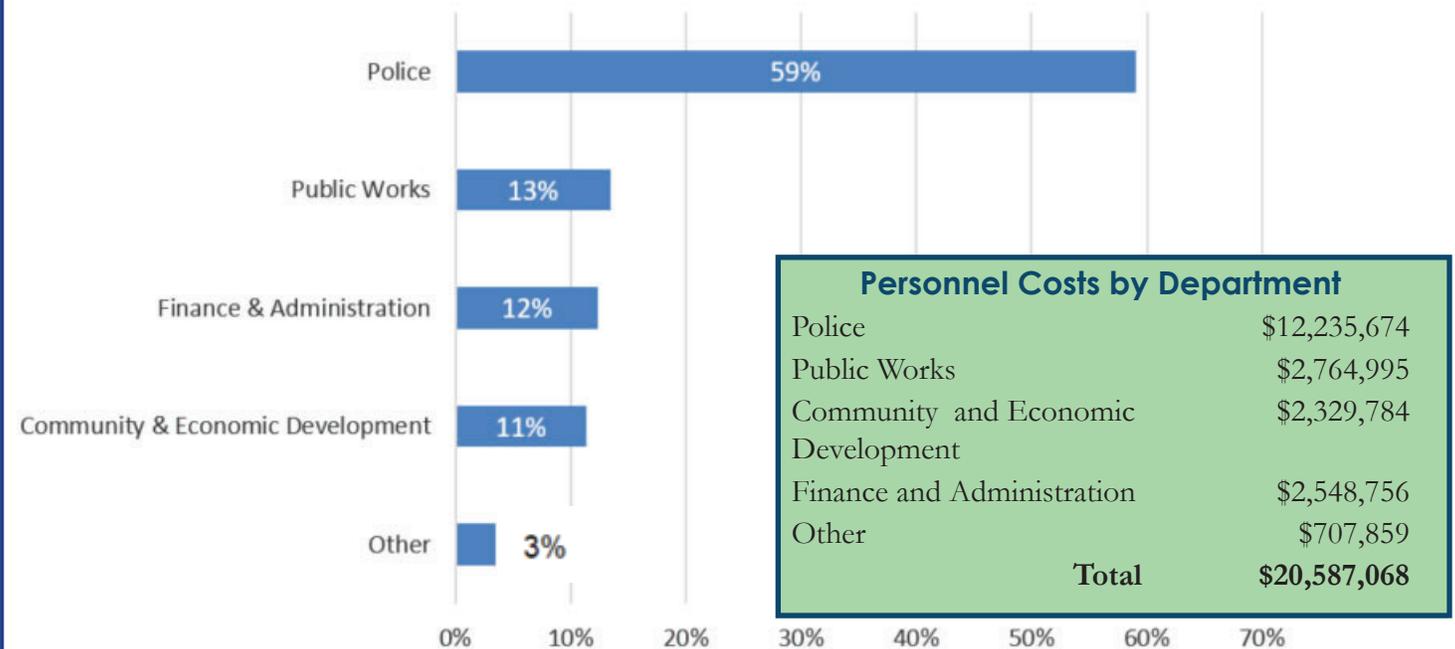
# General Fund

## Expenditures Budget by Object



Expenditures Budget by Object	
Personnel	\$20,587,068
Contractual	\$6,127,264
Commodities	\$1,399,938
Capital	\$150,330
<b>Total</b>	<b>\$28,264,600</b>

## Personnel Costs by Department



Personnel Costs by Department	
Police	\$12,235,674
Public Works	\$2,764,995
Community and Economic Development	\$2,329,784
Finance and Administration	\$2,548,756
Other	\$707,859
<b>Total</b>	<b>\$20,587,068</b>

# General Fund

## General Fund Five Year Projection Revenues and Expenditures 2024 to 2028

	REVENUES AND TRANSFERS				
	2024	2025	2026	2027	2028
Gaming taxes	6,885,000	6,885,000	6,885,000	6,885,000	6,885,000
Util taxes	5,288,000	5,446,640	5,610,039	5,778,340	5,951,691
Sales tax	5,606,000	5,774,180	5,947,405	6,125,828	6,309,602
Sales tax-Pub Safety	1,860,000	1,915,800	1,973,274	2,032,472	2,093,446
Road & Bridge	2,557,000	2,657,000	2,657,000	2,657,000	2,657,000
Lic, Permits	1,988,000	2,047,640	2,109,069	2,172,341	2,237,512
Investment income	900,000	918,000	936,360	955,087	974,189
Intergovtl	371,000	371,000	371,000	371,000	371,000
Cigarette taxes	48,000	48,000	48,000	48,000	48,000
Court	950,000	950,000	950,000	950,000	950,000
Other	639,679	145,000	145,000	145,000	145,000
Transfers (net)	100,000	100,000	100,000	100,000	100,000
	<b>27,192,679</b>	<b>27,258,260</b>	<b>27,732,148</b>	<b>28,220,069</b>	<b>28,722,440</b>

	EXPENDITURES				
	Personnel	Contractual	Commodities	Capital	Expenditures
<b>2024</b>	20,587,068	6,127,264	1,399,938	150,330	<b>28,264,600</b>
<b>2025</b>	21,204,680	6,311,082	1,441,936	150,000	<b>29,107,698</b>
<b>2026</b>	21,840,820	6,500,414	1,485,194	150,000	<b>29,976,429</b>
<b>2027</b>	22,496,045	6,695,427	1,529,750	150,000	<b>30,871,222</b>
<b>2028</b>	23,170,926	6,896,290	1,575,643	150,000	<b>31,792,859</b>
Annual increase	3%	3%	3%		

	Revenues	Expenditures	Change*
2024	27,192,679	28,264,600	<b>(1,071,921)</b>
2025	27,258,260	29,107,698	<b>(1,849,438)</b>
2026	27,732,148	29,976,429	<b>(2,244,281)</b>
2027	28,220,069	30,871,222	<b>(2,651,153)</b>
2028	28,722,440	31,792,859	<b>(3,070,419)</b>

\*Negative amounts represent transfers from the Reserve Fund.

# Streetlight Fund

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

# Streetlight Fund

<b>Revenues</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Budget</b>
<b>Utility Taxes:</b>					
Utility Tax - Electric	283,342	303,465	326,090	330,000	340,000
Utility Tax - Gas	57,194	56,881	68,506	80,000	80,800
Utility Tax - Telecommunications	72,724	71,991	61,516	60,000	60,000
Utility Tax - Water	43,227	43,244	47,394	48,000	48,000
<b>Total Revenue</b>	<b>456,487</b>	<b>475,581</b>	<b>503,505</b>	<b>518,000</b>	<b>528,800</b>

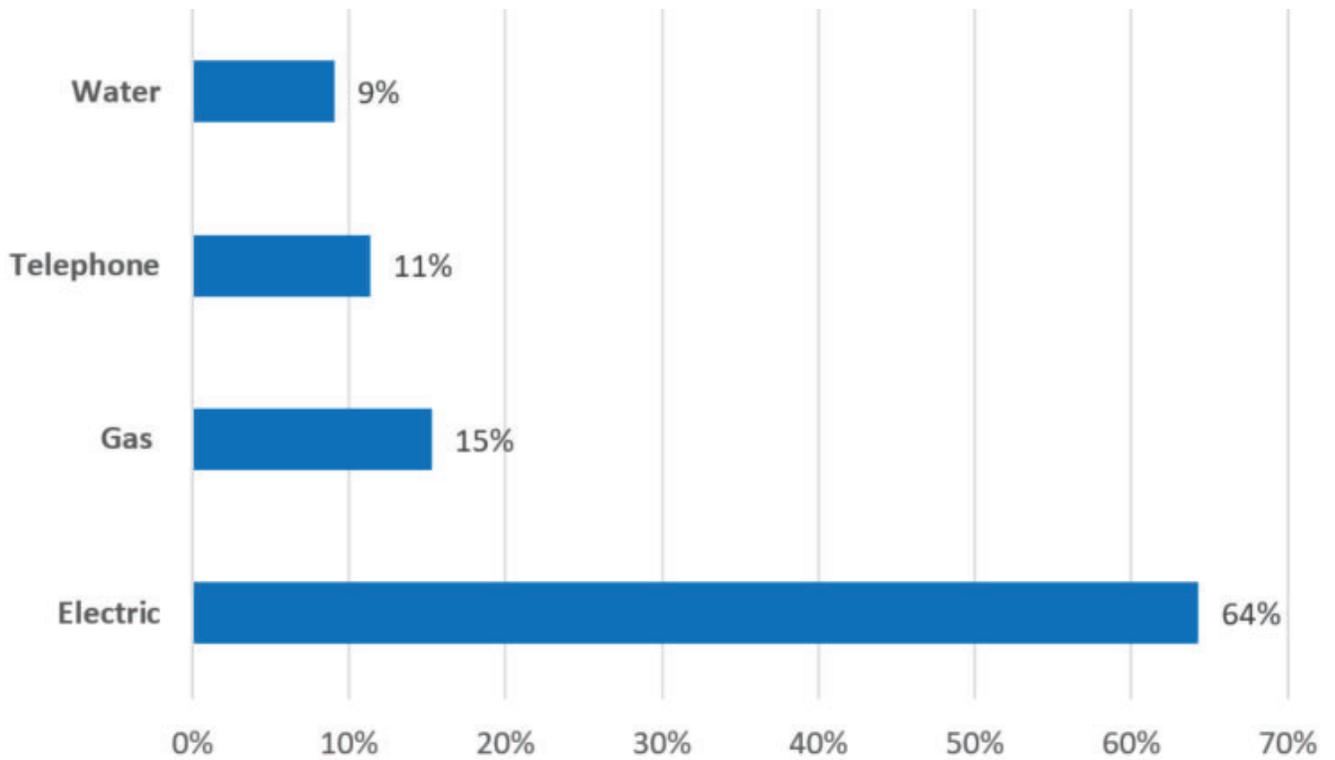
<b>Expenditures</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Budget</b>
Streetlights - Operations	435,879	436,556	463,500	491,200	499,100
Capital Improvements	-	-	-	1,000	7,000
<b>Total Expenditures</b>	<b>435,879</b>	<b>436,556</b>	<b>463,500</b>	<b>492,200</b>	<b>506,100</b>

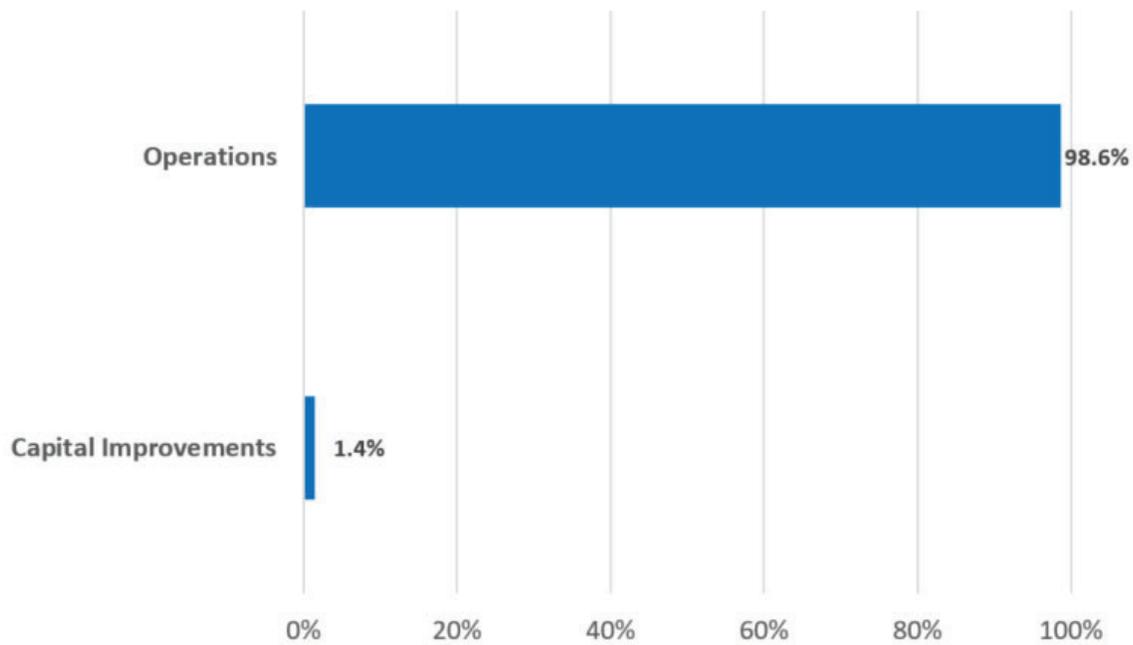
Transfer to Capital Improvements Fund		1,000,000	-	-	-
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# Streetlight Fund

Revenues - Where it comes from...



Expenditures - Where it goes...



# Streetlight Fund

## Streetlight Fund Five Year Projection Revenues & Expenditures 2024-2028 (in thousands)

	2024	2025	2026	2027	2028
Revenues	529	545	561	578	595
Expenditures-Operations	(500)	(515)	(530)	(546)	(563)
Expenditures-Capital	(7)	(7)	(34)	(32)	(34)
Change in Fund balance	22	23	(3)	(0)	(1)
Beginning Fund balance	1,210	1,232	1,255	1,252	1,251
Ending Fund balance	1,232	1,255	1,252	1,251	1,250

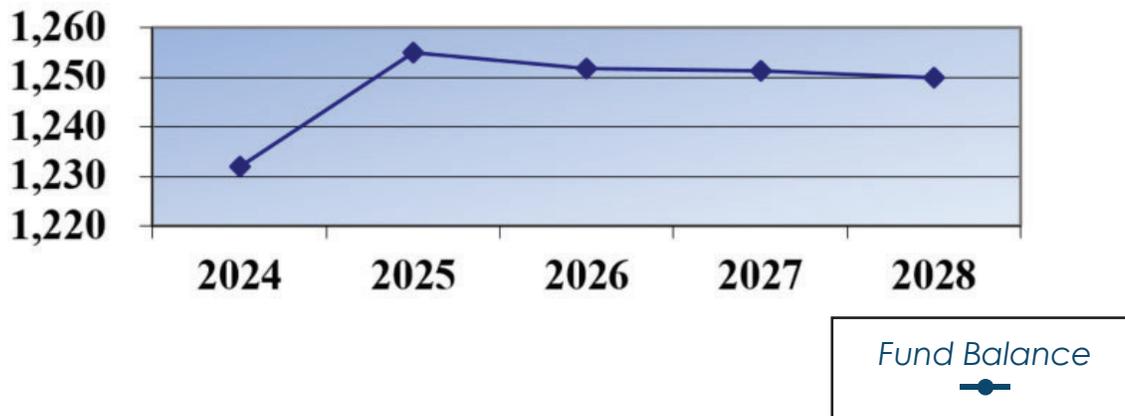
**Assumptions:**

Revenues increase 3% per year.

Operating expenditures increase 3% each year.

Capital expenditures per the 2024-2028 CIP.

### Projected 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

<b>Revenues</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Budget</b>

<b>Hotel/Motel Tax</b>	158,070	237,052	304,027	320,000	320,000
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Transfer from Reserve Fund	-	100,000	-		
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<b>Expenditures</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Estimated</b>	<b>Budget</b>

<b>Community Development</b>					
Tourism	377,718	218,068	236,050	300,000	300,000

# Capital Improvement Fund



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

# Capital Improvement Fund

<b>Revenues</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
<b>Gaming Tax</b>		-	2,590,092	2,781,000	2,950,000
<b>Intergovernmental Revenues</b>					
Municipal Parks Commission	-	-	-	-	-
St Louis Community Foundation (Sustainability)		850,000	-	-	
ROW Tree Replacement	14,000		-	6,000	-
Federal STP - Adie Road Rehabilitation				-	820,000
Federal STP-Fee Fee Road Rehabilitation	-	-	-	630,000	-
	<b>14,000</b>	<b>850,000</b>	<b>-</b>	<b>636,000</b>	<b>820,000</b>
<b>Other</b>					
Unspent encumbrances	353,733	-	-	-	-
Miscellaneous	-	-	-	-	-
	<b>353,733</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenue</b>	<b>367,733</b>	<b>850,000</b>	<b>2,590,092</b>	<b>3,417,000</b>	<b>3,770,000</b>

## **Transfers from other Funds:**

Transfer from Streetlight Fund	1,000,000
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<b>Expenditures</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
Capital Project Management	182,663	209,611	233,741	240,000	213,557
Stormwater capital projects	1,666,494	73,845	435,010	357,600	2,140,000
Concrete Slabs and Sidewalk Replacement		676,681	853,611	950,000	1,050,000
Sidewalk Construction		7,062	332,158	-	275,000
Gill/Headda/Groadview/Daley					375,000
Government Center Audio Visual Upgrades	179,562				
Uninterrupted Power Source	45,519				
Software-Financial		99,568	4,075	110,000	
Sustainability Center		365,481	397,464	840,000	
Public Works projects and equipment	239,589	1,302,398	460,229	2,573,455	130,000
<b>Total Expenditures</b>	<b>2,313,827</b>	<b>2,734,645</b>	<b>2,716,288</b>	<b>5,071,055</b>	<b>4,183,557</b>

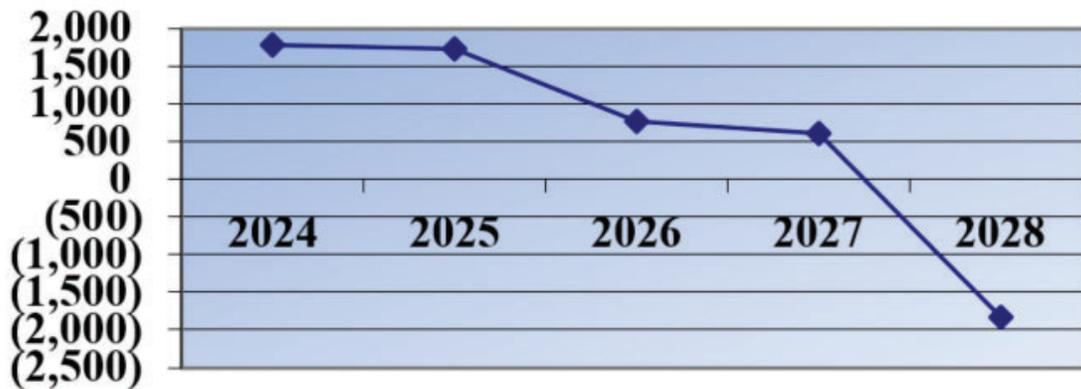
# Capital Improvement Fund

## Capital Improvement Fund Five Year Projection Revenues & Expenditures 2024 -2028 (in thousands)

	2024	2025	2026	2027	2028
Revenues-Gaming taxes	2,950	2,980	3,009	3,039	3,070
Grants/contrib	820	-	-	-	-
Capital Proj Mgmt	(214)	(220)	(227)	(234)	(241)
Expenditures-Projects	(3,970)	(2,815)	(3,740)	(2,980)	(5,259)
Change in Fund balance	(414)	(56)	(958)	(174)	(2,430)
Beginning Fund balance	2,200	1,786	1,730	772	598
Ending Fund balance	1,786	1,730	772	598	(1,832)

Capital Project expenditures per the 2024-2028 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

<b>Revenues</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Budget</b>
Interest	6,490	-	-	-	-
Intergovernmental Revenues	198,858	1,652.26	27,092	10,000	25,000
Transfer from General Fund	9,900		29,827	-	-
Sale of Capital Asset	-	-	-	-	-
<b>Total Revenues</b>	<b>215,247</b>	<b>1,652.26</b>	<b>56,919</b>	<b>10,000</b>	<b>25,000</b>

<b>Expenditures</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2023 Budget</b>
Police	151,298	163,448	198,954	90,000	37,300
<b>Total Expenditures</b>	<b>151,298</b>	<b>163,448</b>	<b>198,954</b>	<b>90,000</b>	<b>37,300</b>

# Parks Fund

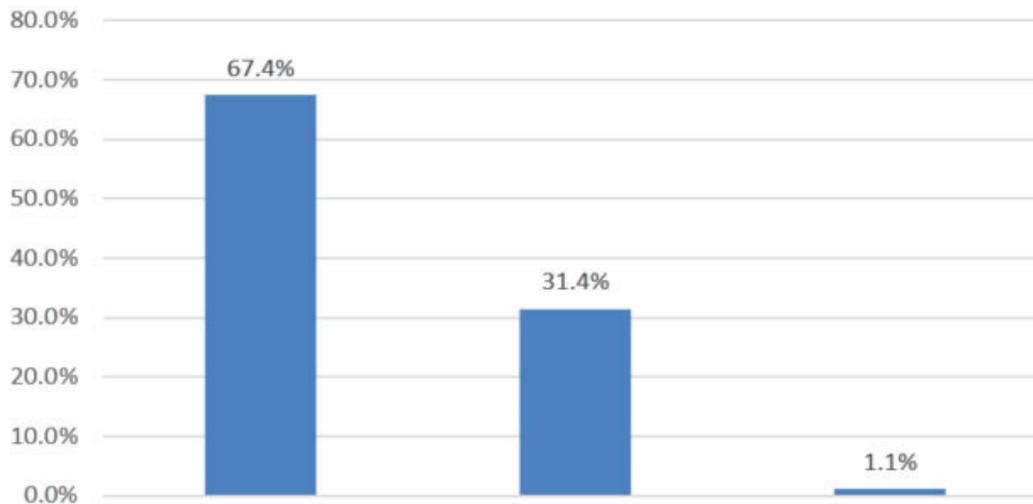


The Parks Fund was established in 1996 to account for the revenues derived from a one-half cent sales tax approved by city voters in 1995. In previous years, the Parks Fund received 4% of Gaming tax revenues and shared the one-half cent sales tax with the Stormwater Fund. Effective 2015, city policy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

# Parks Fund

<b>Revenues</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Budget</b>
<b>Sales Tax</b>	<b>4,163,097</b>	<b>4,289,765</b>	<b>5,538,329</b>	<b>5,000,000</b>	<b>5,284,000</b>
<b>User Fees</b>					
Aquaport	2,310	498,390	441,971	675,411	817,000
Sportport	87,613	87,614	105,573	88,000	88,000
Recreation	198,028	368,073	508,697	550,000	686,830
Community Center	448,335	631,725	720,895	800,000	872,000
<b>Total User Fees</b>	<b>736,286</b>	<b>1,585,802</b>	<b>1,777,136</b>	<b>2,113,411</b>	<b>2,463,830</b>
<b>Intergovernmental Revenues</b>	<b>210,527</b>	<b>-</b>	<b>525,000</b>	<b>263,221</b>	<b>89,000</b>
<b>Donations - Sustainability Center</b>			<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>	<b>125,110</b>	<b>6,308</b>	<b>308,176</b>	<b>755</b>	<b>-</b>
<b>Total Park Fund Revenue</b>	<b>5,235,020</b>	<b>5,881,875</b>	<b>8,148,641</b>	<b>7,377,387</b>	<b>7,836,830</b>

Revenues - Where it comes from...



# Parks Fund

<b>Expenditures</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Budget</b>
<b>Operations</b>					
Administration	128,970	21,844	124,676	156,000	182,566
Recreation Services	1,790,435	1,844,787	2,039,571	2,377,237	2,770,222
Community Center	892,474	899,327	1,000,655	1,087,941	1,259,372
Aquaport	39,705	601,500	463,006	830,287	793,369
Parks Maintenance	722,975	789,919	827,445	1,006,760	1,166,839
	<b>3,574,559</b>	<b>4,157,377</b>	<b>4,455,353</b>	<b>5,458,225</b>	<b>6,172,368</b>
<b>Other Capital Improvements</b>					
Aquaport renovations	4,890,889	139,704	67,484	-	-
Sustainability Center Phase II	-	-	71,180	453,820	-
Vago & Parkwood Playground Replacement	-	-	-	286,000	89,000
Playground Resurfacing	-	-	-	-	-
Fee Fee Ballfields	-	93,902	374,442	-	-
	<b>4,890,889</b>	<b>233,607</b>	<b>513,106</b>	<b>739,820</b>	<b>89,000</b>
<b>Total Park Fund Expenditures</b>	<b>8,465,448</b>	<b>4,390,984</b>	<b>4,968,459</b>	<b>6,198,045</b>	<b>6,261,368</b>
<b>Transfers to Other Funds:</b>					
Transfer to Ice Center Fund	150,000	175,000	175,000	175,000	175,000
Transfer to General Fund	100,000	100,000	100,000	100,000	100,000
Transfer to Community Center DSF	985,000	985,000	985,000	985,000	985,000
	<b>1,235,000</b>	<b>1,260,000</b>	<b>1,260,000</b>	<b>1,260,000</b>	<b>1,260,000</b>
<b>Total Expenditures and Transfers</b>	<b>9,700,448</b>	<b>5,650,984</b>	<b>6,228,459</b>	<b>7,458,045</b>	<b>7,521,368</b>

# Parks Fund

## Parks Fund Five Year Projection Revenues & Expenditures 2024-2028 (in thousands)

	2024	2025	2026	2027	2028
Revenues-Sales tax	5,284	5,390	5,497	5,607	5,720
Revenues-Recreation	1,559	1,650	1,675	1,700	1,750
Revenues-Aquaport	817	817	817	817	817
Grants (related to Capital)	89	486	575	575	575
Revenues-Other	88	88	88	88	88
<b>Total revenues</b>	<b>7,837</b>	<b>8,431</b>	<b>8,652</b>	<b>8,787</b>	<b>8,950</b>
Expenditures-Parks & Rec	(6,172)	(6,357)	(6,548)	(6,744)	(6,947)
Capital Improvements	(89)	(486)	(575)	(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	316	328	270	208	168
Beginning Fund balance	4,689	5,005	5,333	5,602	5,810
Ending Fund balance	5,005	5,333	5,602	5,810	5,978

Assumptions:

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

Sales tax increases 2% per year in 2024-2028

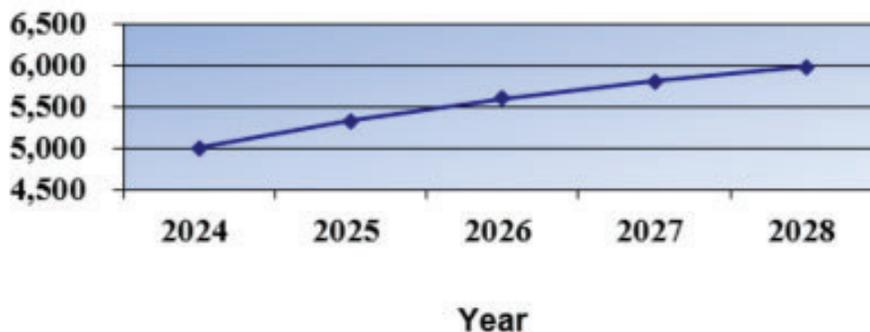
Recreation revenues average \$1.69m from 2024 to 2028. (based on 2019 level)

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

<b>Sources</b>	<b>2020</b> Actual	<b>2021</b> Actual	<b>2022</b> Actual	<b>2023</b> Estimate	<b>2024</b> Budget
Transfer from General Fund***	1,667,452	241	3,052,786	3,041,704	-
Repayment of Advance to Ice Center	-	1,000,000	-		
<b>Total Transfers In</b>	1,667,452.00	1,000,241	3,052,786	3,041,704	-

<b>Other Uses</b>	<b>2020</b> Actual	<b>2021</b> Actual	<b>2022</b> Actual	<b>2023</b> Estimate	<b>2024</b> Budget
Advance to Ice Center	-	-	-	-	-
Transfer to General Fund***	-	-	-	-	1,071,921
Transfer to Tourism Fund		100,000			
Transfer to Ice Center Fund-Construction*	-	-	-	-	-
Transfer to Ice Center Fund-Financing Agreement**	6,261,450	625,000	625,000	625,000	625,000
<b>Total Transfers Out</b>	6,261,450	725,000	625,000	625,000	1,696,921

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

# Reserve Fund

## Reserve Fund Five Year Projection

2024-2028

(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:**

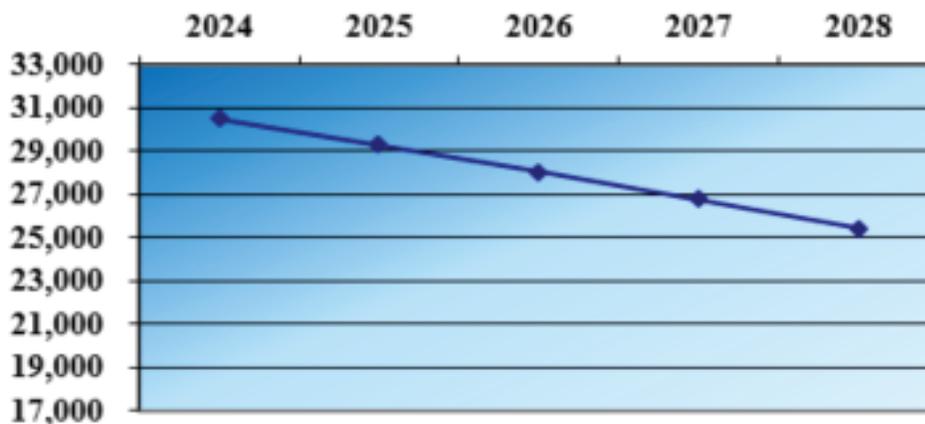
	2024	2025	2026	2027	2028
Contingency needs	0	0	0	0	0
Transfer from(to) General Fund*	(1,072)	(1,207)	(1,243)	(1,281)	(1,319)
Change in Fund balance	(1,072)	(1,207)	(1,243)	(1,281)	(1,319)
Beginning Fund balance	31,570	30,498	29,291	28,048	26,767
<b>Ending Fund balance</b>	<b>30,498</b>	<b>29,291</b>	<b>28,048</b>	<b>26,767</b>	<b>25,448</b>

\*Annual surplus/deficit in the General Fund. Assumes Revenue and Expenses increase 3% for inflation each year.

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

	2024	2025	2026	2027	2028
Beginning Fund balance (adjusted)	31,570	29,873	28,041	26,173	24,267
Change in Fund balance (above)	(1,072)	(1,207)	(1,243)	(1,281)	(1,319)
Backstop to Ice Center debt	(625)	(625)	(625)	(625)	(625)
<b>Ending Fund balance</b>	<b>29,873</b>	<b>28,041</b>	<b>26,173</b>	<b>24,267</b>	<b>22,323</b>

### 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

<b>Revenues</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Budget</b>
Intergovernmental Revenues	-	2,719,666	2,772,080	-	-
<b>Total Revenues</b>	-	2,719,666	2,772,080	-	-

<b>Transfers</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Budget</b>
Transfer to General Fund*	-	1,464,354	1,808,843	2,218,549	-
<b>Total Transfers</b>	-	1,464,354	1,808,843	2,218,549	-

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

# Sewer Lateral Fund

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

# Sewer Lateral Fund

<b>Revenues</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Projected</b>	<b>2023 Estimate</b>	<b>2024 Budget</b>
Sewer Lateral Fees	371,985	374,396	366,309	370,900	375,000
<b>Total Revenues</b>	<b>371,985</b>	<b>374,396</b>	<b>366,309</b>	<b>370,900</b>	<b>375,000</b>

<b>Expenditures</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Budget</b>
<b>Public Works</b>					
Sewer Lateral	284,175	244,225	220,936	270,000	270,000

# Police Training Fund



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

# Police Training Fund

<b>Revenues</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimated</b>	<b>2024 Budget</b>
<b>Intergovernmental</b>	4,608	2,420	-	7,000	7,000

<b>Expenditures</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimated</b>	<b>2024 Budget</b>
<b>Police</b>	13,999	11,610	11,227	6,196	2,700

# Dorsett Road TIF Fund



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

# Dorsett Road TIF Fund

<b>Revenues</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Budget</b>
Incremental taxes	231,231	313,247	250,587	332,000	332,000
<b>Total Revenues</b>	<b>231,231</b>	<b>313,247</b>	<b>250,587</b>	<b>332,000</b>	<b>332,000</b>

**Other Sources:**

Sale of TIF Property	349,490	-	-	-	-
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<b>Expenditures</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Budget</b>
Economic Development	249,970	498,719	88,025	600,000	150,000
<b>Total Expenditures</b>	<b>249,970</b>	<b>498,719</b>	<b>88,025</b>	<b>600,000</b>	<b>150,000</b>

# Westport Plaza TIF Fund



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

# Westport Plaza TIF Fund

<b>Revenues</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Revenues</b>					
Incremental taxes	1,682,364	871,648	2,531,169	2,600,000	1,172,115
Special District Revenues	1,547,360	494,051	953,003	1,000,000	2,079,482
Investment Income	8,830	223	18,009	150,000	165,000
<b>Total Revenues</b>	<b>3,238,554</b>	<b>1,365,922</b>	<b>3,502,181</b>	<b>3,750,000</b>	<b>3,416,597</b>

## **Other Sources:**

Issuance of Notes	-	-	-	-	-
Issuance of Bonds	20,355,000	-	-	-	-

<b>Expenditures</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Proposed</b>
<b>Expenditures:</b>					
Economic Development	-	-	-	-	-
Payments to MHFPD	-	143,345	-	113,658	100,000
Trustee Fees/Contractual	3,848	5,062	5,088	5,353	5,500
Debt Service	3,720,866	1,836,931	1,491,016	3,211,075	2,600,000
<b>Total Expenditures</b>	<b>3,724,715</b>	<b>1,985,338</b>	<b>1,496,104</b>	<b>3,330,086</b>	<b>2,705,500</b>

## **Other Uses:**

Administration Fees Transfer to General Fund	-	16,883		35,300	17,000
Bond Refunding	21,012,214				

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

# Beautification Fund



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

# Beautification Fund

<b>Revenues</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimated</b>	<b>2024 Budget</b>
Business licenses (billboards)	9,000	19,125	7,754	18,434	16,000
<b>Total Revenues</b>	9,000	19,125	7,754	18,434	16,000

<b>Expenditures</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimated</b>	<b>2024 Budget</b>
<b>Parks and Recreation</b>					
Beautification	3,155	3,740	5,200	5,000	9,000

# 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

<b>Transfers-in</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Budget</b>
Transfer from Parks Fund	985,000	985,000	985,000	985,000	985,000
Investment Interest	5	5	4	4,000	4,000
<b>Total Transfers</b>	<b>985,005</b>	<b>985,005</b>	<b>985,004</b>	<b>989,000</b>	<b>989,000</b>

<b>Expenditures</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Budget</b>
Principal	650,000	665,000	675,000	690,000	705,000
Interest	327,233	314,083	300,683	286,860	271,856
Trustee Fees	6,813	2,279	2,279	2,300	2,300
<b>Total Expenditures</b>	<b>984,046</b>	<b>981,362</b>	<b>977,962</b>	<b>979,160</b>	<b>979,156</b>



# User's Guide

*A guide to reading the departmental budgets.*

# User's Guide

## Department Budgets

**Public Works**  
Department Summary

Program	General Fund	Streetlight Fund	Capital Improvement Fund	Senior/Lateral Fund	Total
Engineering & Administration	419,455				419,455
Roads & Bridges	2,195,487				2,195,487
Stormwater	656,369				656,369
Streetlighting		499,100			499,100
Solid Waste	1,923,200				1,923,200
Vehicle & Equip. Maintenance	581,881				585,885
Senior Lateral Repairs				270,000	270,000
Capital Projects		7,000	3,970,000		3,977,000
Capital Projects Management			213,557		213,557
<b>Total</b>	<b>\$5,776,496</b>	<b>\$506,100</b>	<b>\$4,183,557</b>	<b>\$270,000</b>	<b>\$10,736,153</b>

Organization Chart

- 210 -

*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.*

# Program Budgets

## Public Works Department Summary

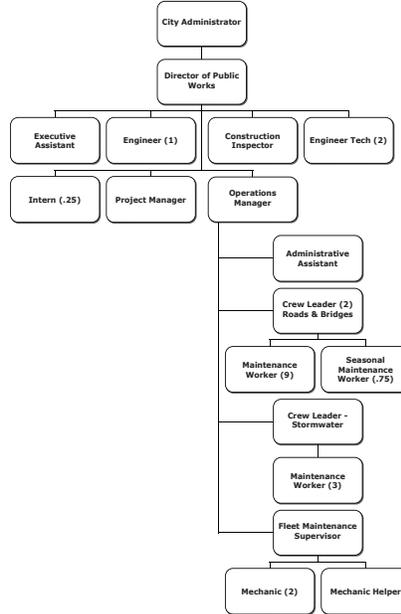
Program	General Fund	Streetlight Fund	Capital Improvement Fund	Sewer Lateral Fund	Total
Engineering & Administration	419,455				419,455
Roads & Bridges	2,191,487				2,191,487
Stormwater	656,369				656,369
Streetlighting		499,100			499,100
Solid Waste	1,923,300				1,923,300
Vehicle & Equip. Maintenance	585,885				585,885
Sewer Lateral Repairs				270,000	270,000
Capital Projects		7,000	3,970,000		3,977,000
Capital Projects Management			213,557		213,557
<b>Total</b>	<b>\$5,776,496</b>	<b>\$506,100</b>	<b>\$4,183,557</b>	<b>\$270,000</b>	<b>\$10,736,153</b>

*Departmental programs*

*Funding sources*

*Total department budget*

## Organization Chart



*Organization of positions within department*

## Program Budgets

General Fund				
<b>Roads and Bridges</b>				
<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Public Works	50	Roads and Bridges	002	Operations Manager
<b>Program Activities</b>				
<i>Roadway and Bridge Maintenance</i> This activity includes patching of potholes, sweeping streets, sealing of pavement cracks, and maintenance of all asphalt and concrete pavements, sidewalks, rights-of-way maintenance and bridge maintenance.				
<i>Traffic Control Devices</i> This activity installs and maintains all traffic control signs, pavement markings and traffic signals within the public rights-of-way on city-maintained streets.				
<i>Snow Removal</i> This activity is responsible for snow and ice control operations on city streets to maintain traffic flow.				
<i>Forestry</i> This activity involves the planting and trimming of trees and the removal of dead and diseased trees within all public rights-of-way in the City.				
<i>Vector Control</i> Larviciding services are provided by St. Louis County under contract.				
<i>Facility Operations &amp; Maintenance</i> This activity is responsible for operation and maintenance of the city garage at Fee Fee and Midland Roads.				
<b>2024 Programmatic Goals</b>				
<b>Goals</b>				
Continue honeysuckle removal within City right-of-way.				
Maintain urban forest utilizing tree inventory.				
Sidewalk repair and replacement utilizing transition plan.				

*Listing and description of major activities within the program*

*Position responsible for managing program*

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

## Program Budgets

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

2023 Programmatic Goals - Status		
Goals	Status	Comments
Assist Parks maintenance crews with ballfield rehabilitation.	Goal met	
Continue honeysuckle removal within City right-of-way.	In progress	
Repair sidewalks utilizing transition plan.	In progress	

Performance Measures				
Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Concrete pavement replacement (sq. yds.)	1,369	500	722	712
Concrete pavement replacement (each)	64	24	25	25
Concrete sidewalk replacement (sq. ft.)	6,914	12,020	12,000	10,000
Forestry (tree maintenance, each)	672	780	800	800
Right-of-way mowing (each)	10	10	10	10
Street sweeping (centerline lane miles)	507	145	400	400
Traffic control signs installed/replaced (each)	211	207	350	250
Plant new street trees	162	106	200	200
Asphalt pavement repair (tons)	53	53	50	50

*Benchmarks, efficiency measures and timetables of the program*

# Program Budgets



**Annual Budget -2024**  
**General Fund**

DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Public Works</b>	<b>50</b>	<b>Roads &amp; Bridges</b>	<b>002</b>
Program Budget			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	1,132,434	1,262,964	1,342,971
CONTRACTUAL SERVICES	582,508	372,436	404,736
COMMODITIES	321,129	415,680	443,780
CAPITAL	0	16,000	0
TOTAL EXPENDITURES	2,036,071	2,067,080	2,191,487
Personnel Schedule			
Position	2022	2023	2024
OPERATIONS MANAGER	1.00	1.00	1.00
CREW LEADER	2.00	2.00	2.00
MAINTENANCE WORKER	9.00	9.00	9.00
ADMINISTRATIVE ASSISTANT	1.00	1.00	1.00
SEASONAL MAINT. WORKER	0.75	0.75	0.75
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	13.75	13.75	13.75

*Compares expenditures over three fiscal years*

*All positions within the program*

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

# Program Budgets



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Public Works</b>		<b>50</b>	<b>Roads &amp; Bridges</b>			<b>002</b>
<b>Contractual Services</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
720.11	MISC. CONTRACTUAL	195,581	222,600	248,000	Smart phones (4)	2,400
					Facility maintenance	7,500
					Landfill charges	30,000
					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	4,000
					Pavement striping	120,000
720.18	LEVEE DISTRICT ASSESSMENT	103,559	88,576	88,576	Levee district assessment	88,576
720.19	LARVICIDING SERVICES	2,172	3,000	3,000	County contract for larviciding	3,000
720.28	RENTAL - EQUIPMENT	0	3,500	3,500	Specialized equipment (as needed)	3,500
720.30	UTILITIES SERVICES	72,013	50,000	56,900	Electric - traffic signals	5,665
					Gas & electric	28,060
					Water (Dorsett/I-270)	4,635
					Water & sewer	18,540
720.51	PROFESSIONAL DEVELOPMENT	1,145	4,260	4,260	See professional development request	4,260
720.79	PROP. RESTORATION	208,038	500	500	Small claims	500
	TOTALS	582,508	372,436	404,736		

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

*Budget source*

*Specific planned expenditures within line item*

*Line Item  
Account Numbers*

Program Budgets



**Annual Budget -2024**  
**General Fund**

DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Roads &amp; Bridges</b>	NUMBER <b>002</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
AMERICAN PUBLIC WORKS ASSN		185	Annual membership
APWA MEMBERSHIP STL METRO BRANCH	Local	300	Membership dues & mtgs
APWA MO CHAPTER SPRING CONFERENCE	TBD	500	Annual conference
APWA SNOW CONFERENCE	Kansas City, MO	1,800	Snow conference (3)
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

 <b>Annual Budget -2023</b> <b>General Fund</b>					
DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Roads &amp; Bridges</b>		NUMBER <b>002</b>
<b>Capital Request</b>					
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.

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



**Executive/Legislative**

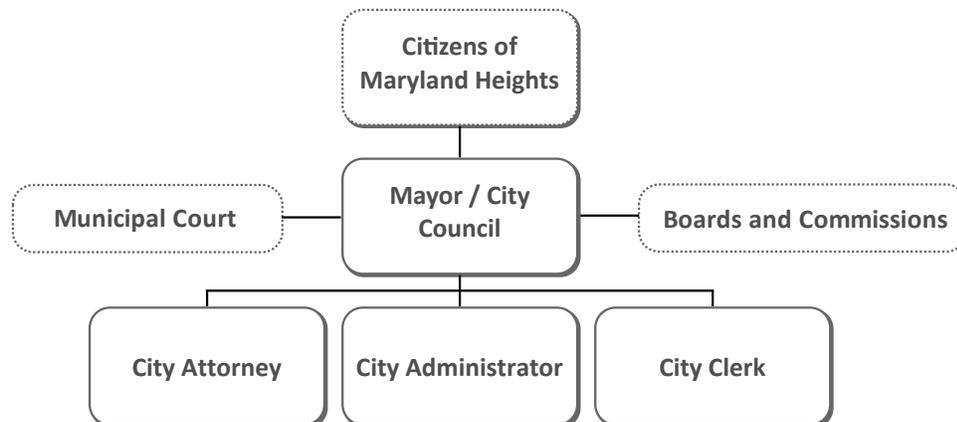
# Mayor's Office

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<u>Program</u>	<u>General Fund</u>	<u>Total</u>
Mayor's Office	55,356	55,356
City Council	165,976	165,976
<b>Total</b>	<b>\$221,332</b>	<b>\$221,332</b>

## Organization Chart

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# Mayor's Office

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

## Program Activities

### *Mayor's Office*

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

The Mayor is elected to a four-year term.



DEPARTMENT <b>Executive/Legislative</b>	NUMBER <b>10</b>	PROGRAM <b>Mayor's Office</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	13,812	17,056	17,056
CONTRACTUAL SERVICES	21,938	28,300	38,300
TOTAL EXPENDITURES	35,750	45,356	55,356
<b>Personnel Schedule</b>			
Position	2022	2023	2024
MAYOR*			
* NOT COUNTED IN FTE			
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Executive/Legislative</b>		NUMBER <b>10</b>	PROGRAM <b>Mayor's Office</b>		NUMBER <b>001</b>
<b>Personnel Services</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>
<b>Account Number</b>	<b>Account Description</b>				
710.00	SALARIES	14,400	14,400	14,400	Mayor 14,400
711.00	BENEFITS	-588	2,656	2,656	FICA 1,101 Workers' compensation 43 Other 1,512
	TOTALS	13,812	17,056	17,056	



DEPARTMENT Executive/Legislative		NUMBER 10	PROGRAM Mayor's Office		NUMBER 001
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
720.11	MISC. CONTRACTUAL	566	600	600	Smart phones (1) 600
720.51	PROFESSIONAL DEVELOPMENT	17,985	24,850	34,350	See professional development request 34,350
720.54	PUBLIC RELATIONS	3,055	2,000	2,500	Meetings, awards, acknowledgements, sympathy 2,500
720.80	VEHICLE REIMBURSEMENT	332	850	850	Mileage reimbursement 850
	TOTALS	21,938	28,300	38,300	



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Executive/Legislative</b>	<b>10</b>	<b>Mayor's Office</b>	<b>001</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
HOME DOCK CITIES MEMBERSHIP	Annual Dues	20,000	
ICSC	Las Vegas, NV	3,500	
MEETINGS & SEMINARS	Various	5,000	Hosting Metro Municipal League meeting; meeting with legislators at Legislative Conference; meetings with officials, community leaders
METRO MAYORS	Various	350	Annual dues
MML CONFERENCE	Branson, MO	2,000	Annual conference
MML LEGISLATIVE CONFERENCE	Jefferson City, MO	500	Registration, accommodations and food
NLC CONFERENCE	Tampa, FL	3,000	Annual conference
	<b>TOTAL REQUEST</b>	<b>34,350</b>	

# 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 2024

#### 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.

### 2024 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.

## 2023 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	
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	2021 Actual	2022 Actual	2023 Estimate	2024 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 -2024**

**General Fund**

DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Executive/Legislative</b>	<b>10</b>	<b>City Council</b>	<b>002</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	65,054	68,226	68,226
CONTRACTUAL SERVICES	63,033	93,800	97,750
TOTAL EXPENDITURES	128,087	162,026	165,976
<b>Personnel Schedule</b>			
Position	2022	2023	2024
CITY COUNCIL MEMBERS (8)*			
* NOT COUNTED IN FTE			
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Annual Budget -2024

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Executive/Legislative		10	City Council			002
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	57,600	57,600	57,600	City Council	57,600
711.00	BENEFITS	7,454	10,626	10,626	FICA	4,406
					Workers' compensation	172
					Other	6,048
	TOTALS	65,054	68,226	68,226		



DEPARTMENT		NUMBER	PROGRAM			NUMBER
Executive/Legislative		10	City Council			002
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	37,150	45,000	45,000	Legislative liaison	45,000
720.51	PROFESSIONAL DEVELOPMENT	25,883	48,800	52,750	See professional development request	52,750
TOTALS		63,033	93,800	97,750		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Executive/Legislative</b>	<b>10</b>	<b>City Council</b>	<b>002</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
CHAMBER OF COMMERCE		16,200	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	Branson, MO	10,000	Annual conference
MML LEGISLATIVE CONFERENCE	Jefferson City, MO	1,500	Meet with State legislators
NLC CONFERENCE	Tampa, FL	10,750	Annual conference (4)
NLC DUES		1,900	Membership dues
	TOTAL REQUEST	52,750	

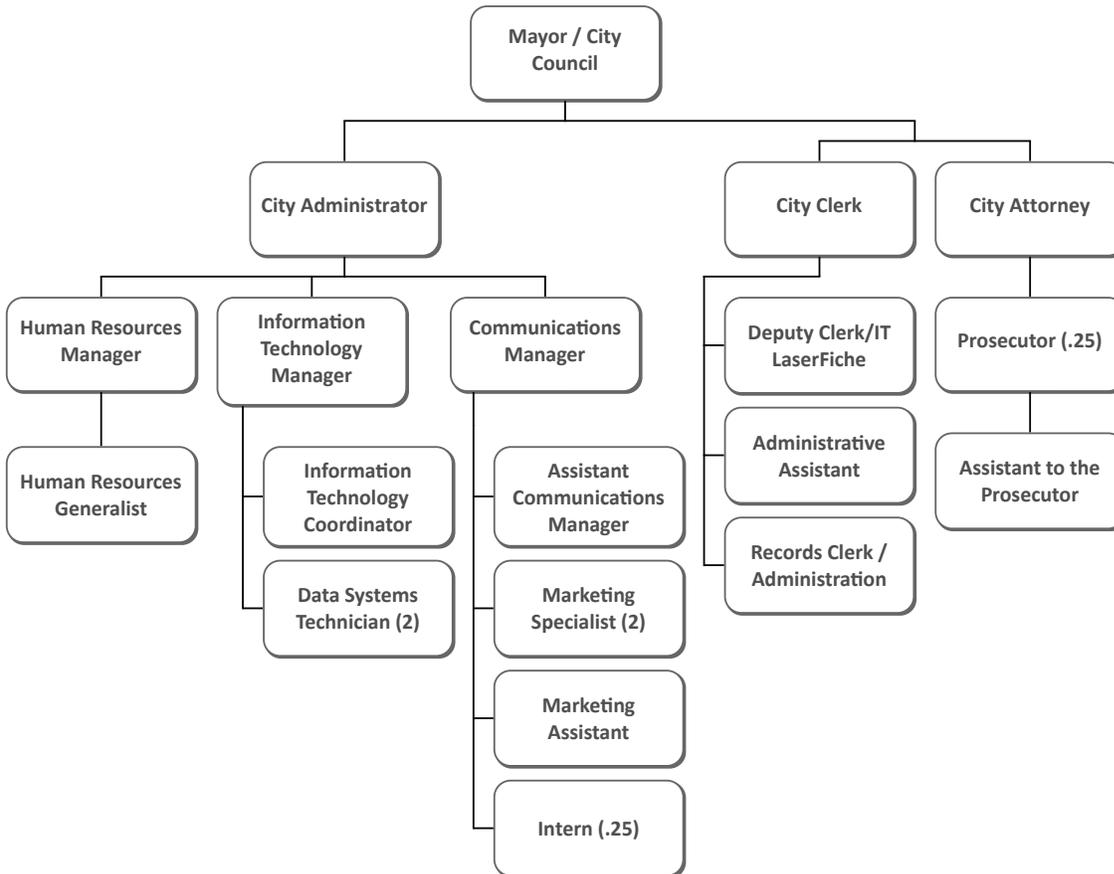


**Administration**

# Administration

<u>Program</u>	<u>General Fund</u>	<u>Total</u>
City Clerk's Office	484,728	484,728
Legal Services	360,515	360,515
City Administrator's Office	283,282	283,282
Human Resources	384,587	384,587
Communications	515,982	515,982
Central Services	101,750	101,750
Risk Management	551,000	551,000
Information Technology	1,389,322	1,389,322
<b>Total</b>	<b>\$4,071,166</b>	<b>\$4,071,166</b>

## Organization Chart



# City Clerk’s Office

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

## Program Activities

### *Documents and Records*

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

### *Licensing*

The Clerk’s office processes, issues and maintains business, liquor, vendor, solicitors, billboard, 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.

## 2024 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.
- Hold in-house Laserfiche user training.
- Continue converting permanent records to digital format. This is ongoing project.
- Create procedures manual for general operations.
- Create newly elected officials manual.
- Create additional workflow programs. Workflow programs are currently in use by maintenance, streets, finance and parks departments.
- Proceed with creation the use of Laserfiche fillable forms on the City's website.
- Combine Business License and Vending Machine License Process and eliminate the need for vending stickers.

## 2023 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. There are currently 37 Laserfiche licenses used, some have joint users under one license. We will be adding 5 additional licenses this year. Storage server has been upgraded and we will further the use of Laserfiche in the Parks Department.	Ongoing	
Continue converting records to digital format. This is an ongoing project.	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	2021 Actual	2022 Actual	2023 Estimate	2024 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	80	77	85
Minutes completed	95	120	120	128
Ordinances passed	90	100	90	95
Records archived	24,426	35,000	35,000	32,000
Requests for public records	220	300	330	380
Resolutions passed	16	20	25	25
Solicitor licenses issued	4	4	4	4
Special event licenses issued	11	50	50	50
Telecommunications antenna licenses issued	31	31	31	31
Tourism tax (# of hotels)	23	23	22	23
Vending licenses stickers	920	1,000	31	750



DEPARTMENT <b>Administration</b>	NUMBER <b>20</b>	PROGRAM <b>City Clerk's Office</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	375,666	391,677	415,663
CONTRACTUAL SERVICES	58,648	76,325	68,565
COMMODITIES	195	500	500
TOTAL EXPENDITURES	434,509	468,502	484,728
<b>Personnel Schedule</b>			
Position	2022	2023	2024
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
<b>Administration</b>		<b>20</b>	<b>City Clerk's Office</b>		<b>001</b>
<b>Personnel Services</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	
<b>Account Number</b>	<b>Account Description</b>	<b>Budget (Actual)</b>	<b>Budget (Amended)</b>	<b>Budget (Proposed)</b>	<b>Detail</b>
710.00	SALARIES	278,084	291,968	308,286	Supervisory 106,286 Regular 191,803 Overtime 1,500 Longevity pay 8,697
711.00	BENEFITS	97,582	99,709	107,377	FICA 23,582 Workers' compensation 896 Health insurance 47,082 Life & Disability insurance 2,061 Dental insurance 1,388 Pension 32,368
	TOTALS	375,666	391,677	415,663	



Annual Budget -2024

General Fund

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>City Clerk's Office</b>			NUMBER <b>001</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	7,183	9,300	9,300	Municipal code supplements (2)	5,000
					Data destruction services including 2 citywide paper-shredding events	4,300
720.25	DATA PROCESSING	17,531	40,500	29,700	Laserfiche maintenance and support	10,000
					Archive social annual maintenance	5,000
					Laserfiche licenses (5)	4,700
					Oversized document scanning	10,000
720.51	PROFESSIONAL DEVELOPMENT	4,600	10,725	13,765	See professional development request	13,765
720.80	VEHICLE REIMBURSEMENT	0	500	500	Mileage reimbursement	500
720.84	ADVERTISING	127	300	300	Public notices	300
720.85	ELECTION EXPENSE	29,207	15,000	15,000	April election	15,000
	TOTALS	58,648	76,325	68,565		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Administration</b>	<b>20</b>	<b>City Clerk's Office</b>	<b>001</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
IAAP MEMBERSHIP	Local	200	International Association of Administrative Professionals
IIMC		400	Membership dues (2)
IIMC CONFERENCE	Calgary	5,000	Annual conference (2)
MML CONFERENCE	Branson, MO	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)
VARIOUS CLASSES & WEBINARS	Local	2,000	
	TOTAL REQUEST	13,765	



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>City Clerk's Office</b>			NUMBER <b>001</b>
<b>Commodities</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
730.20	OPERATIONAL SUPPLIES	195	500	500	Office specific supplies	500
	TOTALS	195	500	500		

# Legal Services

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

## Program Activities

### *Legal Representation*

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

### *City Prosecutor*

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

## 2024 Programmatic Goals

### Goals

Provide City Council quarterly litigation updates.

## 2023 Programmatic Goals - Status

### Goals

### Status

### Comments

Provide City Council quarterly litigation updates.

Ongoing

## Performance Measures

Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 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
<b>Administration</b>	<b>20</b>	<b>Legal Services</b>	<b>002</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	138,504	178,018	187,140
CONTRACTUAL SERVICES	230,367	172,875	172,875
COMMODITIES	0	500	500
TOTAL EXPENDITURES	368,871	351,393	360,515
<b>Personnel Schedule</b>			
Position	2022	2023	2024
PROSECUTOR	0.25	0.25	0.25
ASSISTANT TO THE PROSECUTOR	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	1.25	1.25	1.25



DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Administration</b>		<b>20</b>	<b>Legal Services</b>			<b>002</b>
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	112,200	148,481	156,194	Regular	73,796
					Part-time	76,960
					Overtime	2,000
					Longevity pay	3,438
711.00	BENEFITS	26,304	29,537	30,946	FICA	11,948
					Workers' compensation	434
					Health insurance	9,388
					Life & Disability insurance	510
					Dental insurance	347
					Pension	8,319
	TOTALS	138,504	178,018	187,140		



DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Legal Services</b>			NUMBER <b>002</b>
Contractual Services		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	9,822	20,000	20,000	Outside counsel, litigation, appraisals, experts, court reporters, transcripts	20,000
720.13	LEGAL SERVICES	217,756	150,000	150,000	City Attorney	150,000
720.51	PROFESSIONAL DEVELOPMENT	2,789	2,875	2,875	See professional development request	2,875
TOTALS		230,367	172,875	172,875		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Administration</b>	<b>20</b>	<b>Legal Services</b>	<b>002</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
MACA 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 -2024**

**General Fund**

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Legal Services</b>		NUMBER <b>002</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 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

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

## Program Activities

### *City Administration*

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

<b>2024 Programmatic Goals</b>
<b>Goals</b>
Provide the City Council with Quarterly updates as to department goals and status.
Present update of 5-year financial projection to the City Council by September, 2024.
Submit proposed 2025 budget to the City Council by November 4, 2024.

<b>2023 Programmatic Goals - Status</b>		
<b>Goals</b>	<b>Status</b>	<b>Comments</b>
Provide the City Council quarterly performance reports.	Ongoing	
Submit proposed 2024 budget to the City Council by November 5, 2023.	In progress	
Provide the City Council with an annual Key Performance Indicators report by September 15, 2023.	Not met	
Provide update of 5-year financial projection to the City Council by August 15, 2023.	Goal met	
Review the current Pay and Classification Plan and make recommendations for 2022 Fiscal year by August 2023.	Goal met	



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Administration</b>	NUMBER <b>20</b>	PROGRAM <b>City Administrator's Office</b>	NUMBER <b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	229,607	239,514	260,132
CONTRACTUAL SERVICES	10,151	20,115	23,150
COMMODITIES	248	0	0
TOTAL EXPENDITURES	240,006	259,629	283,282
<b>Personnel Schedule</b>			
Position	2022	2023	2024
CITY ADMINISTRATOR	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	1.00	1.00	1.00



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Administration</b>		<b>20</b>	<b>City Administrator's Office</b>			<b>003</b>
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	179,333	187,999	205,288	Supervisory	204,630
					Longevity pay	658
711.00	BENEFITS	50,274	51,515	54,844	FICA	15,704
					Workers' compensation	613
					Health insurance	15,209
					Life & Disability insurance	1,416
					Dental insurance	347
					Pension	21,555
TOTALS		229,607	239,514	260,132		



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>City Administrator's Office</b>			NUMBER <b>003</b>
<b>Contractual Services</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	535	600	600	Smart phones (1)	600
720.51	PROFESSIONAL DEVELOPMENT	2,586	8,515	11,550	See professional development request	11,550
720.54	PUBLIC RELATIONS	1,030	5,000	5,000	Public relations	5,000
720.80	VEHICLE REIMBURSEMENT	6,000	6,000	6,000	Admin car allowance	6,000
	TOTALS	10,151	20,115	23,150		



DEPARTMENT		NUMBER	PROGRAM	NUMBER
<b>Administration</b>		<b>20</b>	<b>City Administrator's Office</b>	<b>003</b>
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 9.15-9.18	Branson, MO	1,000		
MO CITY MGMT ASSOCIATION		115	Membership dues	
NLC CONFERENCE	Tampa, FL	4,500	Annual conference (2)	
SLACMA		135	Membership dues	
	TOTAL REQUEST	11,550		

# Human Resources

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

## Program Activities

### *Personnel Management - General*

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

### *Personnel Management - Police*

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

### *Benefits Administration*

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

## 2024 Programmatic Goals

### Goals

Implement Munis Software/HR component.

Streamline processes and procedures.

Expand orientation and training curriculum.

Meet with all department heads to discuss succession planning.

Partner with Communications and create Maryland Heights University program for internal staff.

## 2023 Programmatic Goals - Status

### Goals

### Status

### Comments

Implement Munis Software/HR component.

Ongoing

Investigate adding a Healthy market for employees.

Goal met

Streamline processes and procedures.

Goal met

Ongoing

Expand orientation and training curriculum.

Goal met

Ongoing

## Performance Measures

Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Number of employees requesting tuition reimbursement	7	7	10	8
Number of courses requested for tuition reimbursement	14	14	15	16



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Administration</b>	NUMBER <b>20</b>	PROGRAM <b>Human Resources</b>	NUMBER <b>004</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	198,513	231,260	237,125
CONTRACTUAL SERVICES	156,675	158,002	146,462
COMMODITIES	387	200	1,000
TOTAL EXPENDITURES	355,575	389,462	384,587
<b>Personnel Schedule</b>			
Position	2022	2023	2024
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



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Administration</b>		<b>20</b>	<b>Human Resources</b>			<b>004</b>
<b>Personnel Services</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>	<b>Budget (Actual)</b>	<b>Budget (Amended)</b>	<b>Budget (Proposed)</b>		
710.00	SALARIES	153,535	180,401	185,110	Supervisory	104,111
					Regular	64,376
					Overtime	1,000
					Supplementary salaries	15,000
					Longevity pay	623
711.00	BENEFITS	44,978	50,859	52,015	FICA	13,012
					Workers' compensation	508
					Health insurance	18,776
					Life & Disability insurance	1,165
					Dental insurance	694
					Pension	17,860
	TOTALS	198,513	231,260	237,125		



Annual Budget -2024

General Fund

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Human Resources</b>			NUMBER <b>004</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	96,190	82,295	71,045	Employee assistance program	8,500
					Employee recognition events	20,000
					Police candidate testing	750
					BLR reporting service	1,695
					Employee service awards	2,500
					Training city wide	20,000
					Smart phones (1)	600
					Employee background screening	17,000
720.14	MEDICAL SERVICES	17,917	18,500	25,000	Random drug testing & pre-employment physicals	20,000
					Employee wellness programs	5,000
720.17	UNEMPLOYMENT COMP.	1,023	15,000	5,000	Unemployment comp.	5,000
720.43	EMPLOYEE RECRUITMENT	774	2,000	4,000	Employment ads, interview expenses	4,000
720.51	PROFESSIONAL DEVELOPMENT	1,818	5,207	6,417	See professional development request	6,417
720.57	EDUCATION TUITION RMBRSMNT	38,953	35,000	35,000	Citywide program	35,000
	TOTALS	156,675	158,002	146,462		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Administration</b>	<b>20</b>	<b>Human Resources</b>	<b>004</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
IPMA-HR		228	Membership dues (2)
IPMA-HR GSL CHAPTER		250	Membership dues (2)
MO SHRM ANNUAL CONFERENCE	Osage Beach, MO	2,400	Payroll/HR(2)
SHRM		219	Membership dues
SHRM ANNUAL CONFERENCE & EXPO	Chicago, IL	3,000	
SHRM.ORG	Local	320	Membership dues
	TOTAL REQUEST	6,417	



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Human Resources</b>			NUMBER <b>004</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	387	200	1,000	Manuals, books, etc.	1,000
	TOTALS	387	200	1,000		

# Communications

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

## Program Activities

### *Communications*

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

2024 Programmatic Goals
Goals
Complete city-wide style branding and style guide by December 2024.
Create social media instruction(s) class for senior residents by June 2024.
Complete licensing process for at least one drone operator by December 2024.
Complete eighth session of Maryland Heights U-Civic Academy by October 31, 2024.
Create an internal Maryland Heights University program for employees by April 2024.
Conduct an audit of the City’s website to prepare for redesign in October 2024.
Collaborate with Community Development to create a new resident booklet by December 2024.

2023 Programmatic Goals - Status		
Goals	Status	Comments
Launch new podcast series by June 2023 to connect with residents digitally aside from social media.	Goal met	
Continue to educate residents about floodplain management, best practices and available programs through newsletter and website content.	Goal met	
Complete licensing process for at least one drone operator by December 2023.	Not met	
Complete eighth session of Maryland Heights U-Civic Academy by October 31, 2023.	Goal met	
Create social media instruction(s) class for senior residents by March 2023.	In progress	

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Projected</b>
City newsletters	12	8	6	6
Maryland Heights Night Out block parties	20	17	17	20
Facebook posts (All City Accounts)	904	1105	830	1000
All City X (formally Twitter) Account Tweets	76	246	140	*50
Website “hits” (front page)	232,818	255,741	223,800	230,000

*\*X (formally Twitter) has begun to charge users in several other countries to use the basic features of the platform, essentially blocking people from using the platform if they do not pay. If this action expands to users within the United States, the Communications Division recommends that we discontinue the use of X (Twitter) since it will no longer be accessible to all.*



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Administration</b>	<b>20</b>	<b>Communications</b>	<b>005</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	135,844	180,551	347,843
CONTRACTUAL SERVICES	102,745	131,879	152,289
COMMODITIES	13,051	7,750	15,850
TOTAL EXPENDITURES	251,640	320,180	515,982
<b>Personnel Schedule</b>			
Position	2022	2023	2024
COMMUNICATIONS MANAGER	1.00	1.00	1.00
ASST. COMMUNICATIONS MANAGER	0.00	0.00	1.00
MARKETING SPECIALIST	1.00	1.00	2.00
MARKETING ASSISTANT	0.00	0.00	1.00
INTERN	0.25	0.25	0.25
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	2.25	2.25	5.25



Annual Budget -2024

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Administration</b>		<b>20</b>	<b>Communications</b>			<b>005</b>
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	101,699	133,045	252,644	Regular	245,320
					Overtime	300
					Part-time	5,520
					Longevity pay	1,504
711.00	BENEFITS	34,145	47,506	95,199	FICA	19,324
					Workers' compensation	750
					Health insurance	46,096
					Life & Disability insurance	1,695
					Dental insurance	1,388
					Pension	25,946
TOTALS		135,844	180,551	347,843		



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Communications</b>			NUMBER <b>005</b>
<b>Contractual Services</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	31,165	54,500	63,700	Boards and Commissions recognition program	10,000
					Website hosting and maintenance	5,000
					Smart phones (4)	2,400
					Council and staff photos	100
					Staff and city council shirts/pullovers	2,000
					External advertisement	500
					Marketing Subscriptions (E-Newsletter, Stock Photos & Music, etc.)	3,000
					Emergency notification system Everbridge	11,500
					Social Media Platform Management	5,000
					Website Compliance Tool	4,200
					Optec-electronic sign replacement parts	20,000
720.23	POSTAGE	30,364	34,000	36,500	City newsletter - mail handling	7,500
					City newsletter - postage	27,000
					Special mailings - postage	2,000
720.25	DATA PROCESSING	0	0	5,000	Adobe Creative Cloud	5,000
720.26	PRINTING & BINDING	34,827	37,000	40,500	City newsletter	36,000
					Brochures (new and existing fliers, special needs)	2,500
					Home improvement guide / split with Community Dev	2,000
720.51	PROFESSIONAL DEVELOPMENT	6,389	5,629	5,839	See professional development request	5,839
720.80	VEHICLE REIMBURSEMENT	0	750	750	Mileage reimbursement	750
	<b>TOTALS</b>	<b>102,745</b>	<b>131,879</b>	<b>152,289</b>		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Administration</b>	<b>20</b>	<b>Communications</b>	<b>005</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
3CMA		1,160	Membership dues (5)
3CMA CONFERENCE	Arlington, TX	1,600	Annual conference
CPC	Fort Worth, TX	1,000	Tuition based leadership training
GOV'T SOCIAL MEDIA CONFERENCE	Palm Springs, CA	1,600	
GSM PROFESSIONAL ASSOC		79	Professional membership
TRAINING/SKILL DEVELOPMENT		400	Webinars and training materials
	TOTAL REQUEST	5,839	



Annual Budget -2024

General Fund

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Communications</b>			NUMBER <b>005</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	13,051	7,750	15,850	Plaques, ceremonial supplies, other	750
					Maryland Heights Night Out	2,500
					Maryland Heights U: Civic Academy	300
					Marketing/promotional supplies	7,000
					Camera	2,500
					Replacement batteries	300
					Division Laptop	2,500
	TOTALS	13,051	7,750	15,850		

# Central Services

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

## Program Activities

### *Centralized Services*

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

### *Purchasing*

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

## 2024 Programmatic Goals

### Goals

Continue efforts to identify and implement cost-savings measures.

## 2023 Programmatic Goals - Status

### Goals

Continue efforts to identify and implement cost-savings measures.

### Status

Ongoing

### Comments



DEPARTMENT <b>Administration</b>	NUMBER <b>20</b>	PROGRAM <b>Central Services</b>	NUMBER <b>006</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
CONTRACTUAL SERVICES	16,976	28,750	28,750
COMMODITIES	66,131	63,000	73,000
TOTAL EXPENDITURES	83,107	91,750	101,750
<b>Personnel Schedule</b>			
Position	2022	2023	2024
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Central Services</b>			NUMBER <b>006</b>
<b>Contractual Services</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	113	1,750	1,750	AED program - annual physician oversight fee	1,600
					Notary commissions (3)	150
720.23	POSTAGE	14,676	20,000	20,000	Postage meter, courier services	20,000
720.26	PRINTING & BINDING	1,166	5,000	5,000	Citywide needs: budget, business cards, invitations, etc.	5,000
720.84	ADVERTISING	1,021	2,000	2,000	Bid solicitations	2,000
	TOTALS	16,976	28,750	28,750		



DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Central Services</b>		NUMBER <b>006</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
730.11	OFFICE SUPPLIES	66,131	63,000	73,000	Citywide copy paper, office supplies and small equipment 63,000 Copy machine overages 10,000
	TOTALS	66,131	63,000	73,000	

# Risk Management

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

## Program Activities

### *Risk Management*

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

### *Workers Compensation Insurance*

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

### *Employee Safety Programs*

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

2024 Programmatic Goals
<b>Goals</b>
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.

2023 Programmatic Goals - Status		
Goals	Status	Comments
Provide annual report to all departments showing year-to-date accidents and injuries.	In progress	

Performance Measures				
Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Workers compensation claims (by policy year)	31	17	4	18
General liability claims (by policy year)	1	1	4	1
Auto liability claims (by policy year)	2	6	2	3
Law enforcement claims (by policy year)	1	1	0	0



DEPARTMENT <b>Administration</b>	NUMBER <b>20</b>	PROGRAM <b>Risk Management</b>	NUMBER <b>007</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
CONTRACTUAL SERVICES	442,331	530,000	551,000
TOTAL EXPENDITURES	442,331	530,000	551,000
<b>Personnel Schedule</b>			
Position	2022	2023	2024
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Risk Management</b>			NUMBER <b>007</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.71	PROPERTY/CASUALTY INS.	442,331	530,000	551,000	Property coverage	275,600
					Auto, police, and general liability (SLAIT)	228,800
					Public officials	41,400
					Bonds	5,200
	TOTALS	442,331	530,000	551,000		

# Information Technology

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Finance	20	Information Technology	008	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.

## 2024 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.

Continue development of Munis ERP Financial system modules throughout 2024.

Go Live with Munis Human Resource Management software by April 1, 2024.

## 2023 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 2023.	In progress	
Implement Microsoft 365 by end of year 2023.	In progress	

## Performance Measures

Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Desktop computers maintained	160	162	162	162
Laptops maintained	106	110	109	114
Copy machines maintained	12	12	11	11
Printers maintained	73	73	73	74
Servers maintained	35	35	34	32
Cellular phones maintained	73	80	83	85



DEPARTMENT <b>Administration</b>	NUMBER <b>20</b>	PROGRAM <b>Information Technology</b>	NUMBER <b>008</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	600,481	553,668	592,362
CONTRACTUAL SERVICES	299,304	505,700	583,100
COMMODITIES	72,857	78,000	158,860
CAPITAL	67,454	30,000	55,000
TOTAL EXPENDITURES	1,040,096	1,167,368	1,389,322
<b>Personnel Schedule</b>			
Position	2022	2023	2024
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
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	4.00	4.00	4.00



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Administration</b>		<b>20</b>	<b>Information Technology</b>		<b>008</b>
Personnel Services		2022	2023	2024	Detail
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	
710.00	SALARIES	454,785	423,376	454,369	Supervisory 132,204 Regular 303,210 Overtime 2,500 On-call pay 5,500 Longevity pay 10,955
711.00	BENEFITS	145,696	130,292	137,993	FICA 34,756 Workers' compensation 1,327 Health insurance 49,805 Life & Disability insurance 3,011 Dental insurance 1,388 Pension 47,706
TOTALS		600,481	553,668	592,362	



DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Administration</b>		<b>20</b>	<b>Information Technology</b>			<b>008</b>
Contractual Services		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>	<b>Budget (Actual)</b>	<b>Budget (Amended)</b>	<b>Budget (Proposed)</b>		
720.11	MISC. CONTRACTUAL	33,453	46,200	77,700	Fiber and cable internet service	23,000
					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
					Network cabling	5,000
					Additional design work for Accela/Tyler ERP	20,000
					Recycle media/hardware	1,000
					St. Louis Area Imagery Project	10,000
					Audiovisual upgrade to planning/public works conference room	9,000
720.25	DATA PROCESSING	159,846	325,500	364,000	Permitting/asset management annual service & support	107,000
					Firewall Licensing	7,500
					ArcGIS online for Accela	1,000
					Adobe Creative Cloud	2,000
					Microsoft 365	100,000
					Windows Server 2022	4,000
					VmWare vShpere Enterprise	8,000
					Multi factor authentication software	8,000
					Adobe Acrobat	2,000
					Email Security with encryption, security awareness training etc.	45,000
					Programming software support	1,500
					Remote desktop software	1,000
					Security system software maintenance	15,000
					GIS software support	28,000
					Crime report mapping service	1,500
					Accela to Laserfiche connector	14,000
					Inventory & deploy management software	6,000
					Various software purchases and updates	12,500



DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Administration</b>		<b>20</b>	<b>Information Technology</b>			<b>008</b>
<b>Contractual Services</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>	<b>Budget (Actual)</b>	<b>Budget (Amended)</b>	<b>Budget (Proposed)</b>		
720.28	RENTAL - EQUIPMENT	13,670	18,000	18,000	Leased copiers (12)	18,000
720.30	UTILITIES SERVICES	25,314	24,500	29,400	Telephone service	29,400
720.51	PROFESSIONAL DEVELOPMENT	784	0	6,000	SEE TRAINING REQUEST	6,000
720.61	M&R EQUIPMENT	66,237	91,500	88,000	Computer/printer/cell phone/audiovisual repairs/printers/security cameras	25,000
					Copy machines (13)	10,000
					Server hardware support	20,000
					Security system hardware support	10,000
					Mitel phone maintenance contract	16,500
					Postage & folding machine equipment lease/maintenance	6,000
					Router maintenance	500
	TOTALS	299,304	505,700	583,100		



DEPARTMENT <b>Administration</b>		NUMBER <b>20</b>	PROGRAM <b>Information Technology</b>	NUMBER <b>008</b>
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
ACCELA CONFERENCE	TBD	3,000	Accela Annual Conference (1)	
STAFF DEVELOPMENT	Various	1,000	Various online training programs	
TYLER TECHNOLOGIES CONFERENCE	Indianapolis, IN	2,000	MUNIS ERP Annual Conference (1)	
	TOTAL REQUEST	6,000		



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Administration</b>		<b>20</b>	<b>Information Technology</b>			<b>008</b>
Commodities		2022	2023	2024	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
730.20	OPERATIONAL SUPPLIES	72,857	78,000	158,860	Books and reference materials	1,000
					Technical training subscriptions	1,000
					Computer monitors (replacements)	5,000
					Laptop replacements	10,000
					Network printers (replacements)	6,000
					Various networking tools	500
					APC backups	4,500
					Plotter supplies	5,000
					Computer replacements	50,000
					Ipads, covers, keyboards	5,000
					Active Directory servers (4)	15,000
					Back Up Synology equipment	17,160
					Firewall hardware (2)	9,200
					HP 48 Port Switch	2,000
					Laserfiche scanners (3)	2,400
					Touchscreen monitor with stand (4)	18,600
					Field computers for inspectors (5)	6,500
	TOTALS	72,857	78,000	158,860		



DEPARTMENT		NUMBER	PROGRAM		NUMBER
Administration		20	Information Technology		008
Capital Request					
Capital Item	Number Requested	Replace/Add	Unit Cost	Total Cost	Description
GIS ORACLE SERVER	1	R	9,000	9,000	Current server is end of life.
VIRTUAL ENVIRONMENT REPLACEMENT	1	R	40,000	40,000	The current virtual environment is now 10 years old and though it is still functioning, there is no room for growth.
HPD ID CARD PRINTER	1	R	6,000	6,000	
TOTAL REQUEST				55,000	



**Finance**

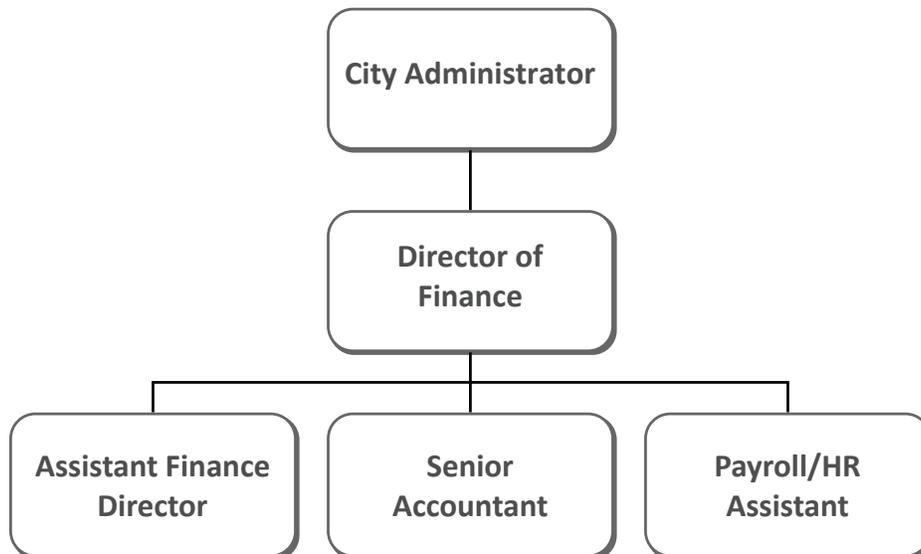
# Finance

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<u>Program</u>	<u>General Fund</u>	<u>Total</u>
Finance	690,637	690,637
<b>Total</b>	<b>\$690,637</b>	<b>\$690,637</b>

## Organization Chart

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# 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 2024

### 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.*

## 2024 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, 2023.4

Present audit of fiscal year 2023 to City Council by July 18, 2024.

Implementation of new financial, payroll, and human capital management software by April, 2024.

## 2023 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 2022 to City Council by June 15, 2023.	Goal not met	
Needs assessment, procurement and implementation of new financial software by December 31, 2022.	In progress	Assessment and procurement completed in 2022. Go Live date anticipated January 1, 2024.

## Performance Measures

	2021	2022	2023	2024
Metrics	Actual	Actual	Estimate	Projected
Payroll files maintained	475	500	500	500
Accounts payable checks prepared	4,579	4,627	5,000	5,000
Debt issues outstanding	3	3	3	3
Number of accounting funds	18	18	18	18



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Finance</b>	<b>30</b>	<b>Finance</b>	<b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	366,470	466,690	508,491
CONTRACTUAL SERVICES	118,075	153,045	181,146
COMMODITIES	1,650	1,000	1,000
TOTAL EXPENDITURES	486,195	620,735	690,637
<b>Personnel Schedule</b>			
Position	2022	2023	2024
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	0.50	1.00	1.00
ACCOUNTING CLERK	1.00	0.00	0.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	4.50	4.00	4.00



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Finance</b>		<b>30</b>	<b>Finance</b>		<b>001</b>
Personnel Services		2022	2023	2024	Detail
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	
710.00	SALARIES	278,561	352,505	386,971	Supervisory 139,630 Regular 244,424 Overtime 100 Longevity pay 2,817
711.00	BENEFITS	87,909	114,185	121,520	FICA 29,600 Workers' compensation 1,150 Health insurance 46,096 Life & Disability insurance 2,656 Dental insurance 1,388 Pension 40,630
TOTALS		366,470	466,690	508,491	



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Finance</b>		NUMBER <b>30</b>	PROGRAM <b>Finance</b>			NUMBER <b>001</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	17,121	42,100	45,100	Banking services	16,000
					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	31,345	44,000	52,000	Annual audit	46,000
					Federal grants audit	5,000
					GFOA CAFR, PAFR and budget review	1,000
720.25	DATA PROCESSING	56,619	56,000	69,801	Financial software maintenance	66,000
					Timeclock maintenance	1,801
					Investment portfolio services	2,000
720.51	PROFESSIONAL DEVELOPMENT	12,990	9,595	12,895	See professional development request	12,895
720.80	VEHICLE REIMBURSEMENT	0	1,350	1,350	Mileage reimbursement	1,350
	TOTALS	118,075	153,045	181,146		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Finance</b>	<b>30</b>	<b>Finance</b>	<b>001</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
AMERICAN PAYROLL ASSOCIATION		220	Membership dues
AMERICAN PAYROLL ASSOCIATION CONF	Nashville, TN	1,400	American Payroll National Conference (1)
CPA ANNUAL DUES		450	AICPA membership and MO professional board due
GFOA MEETINGS	Local	300	Monthly meetings
GFOA OF MISSOURI		225	Membership dues (3)
GFOA REGIONAL SEMINARS	Lake of Ozarks & Columbia	3,000	Winter & Spring MO GFOA seminars
GOV'T FINANCE OFFICERS ASSN (GFOA)	Orlando, FL	4,500	Annual conference (2)
GOV'T FINANCE OFFICERS ASSN (GFOA)		400	Membership dues (2)
STAFF DEVELOPMENT	Various	400	Staff training
TYLER CONNECT CONFERENCE	Indianapolis, IN	2,000	Tyler Financial Software Training (2)
	TOTAL REQUEST	12,895	



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Finance</b>		NUMBER <b>30</b>	PROGRAM <b>Finance</b>		NUMBER <b>001</b>
<b>Commodities</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>
<b>Account Number</b>	<b>Account Description</b>				
730.20	OPERATIONAL SUPPLIES	1,650	1,000	1,000	W-2 and 1099 forms 1,000
	TOTALS	1,650	1,000	1,000	

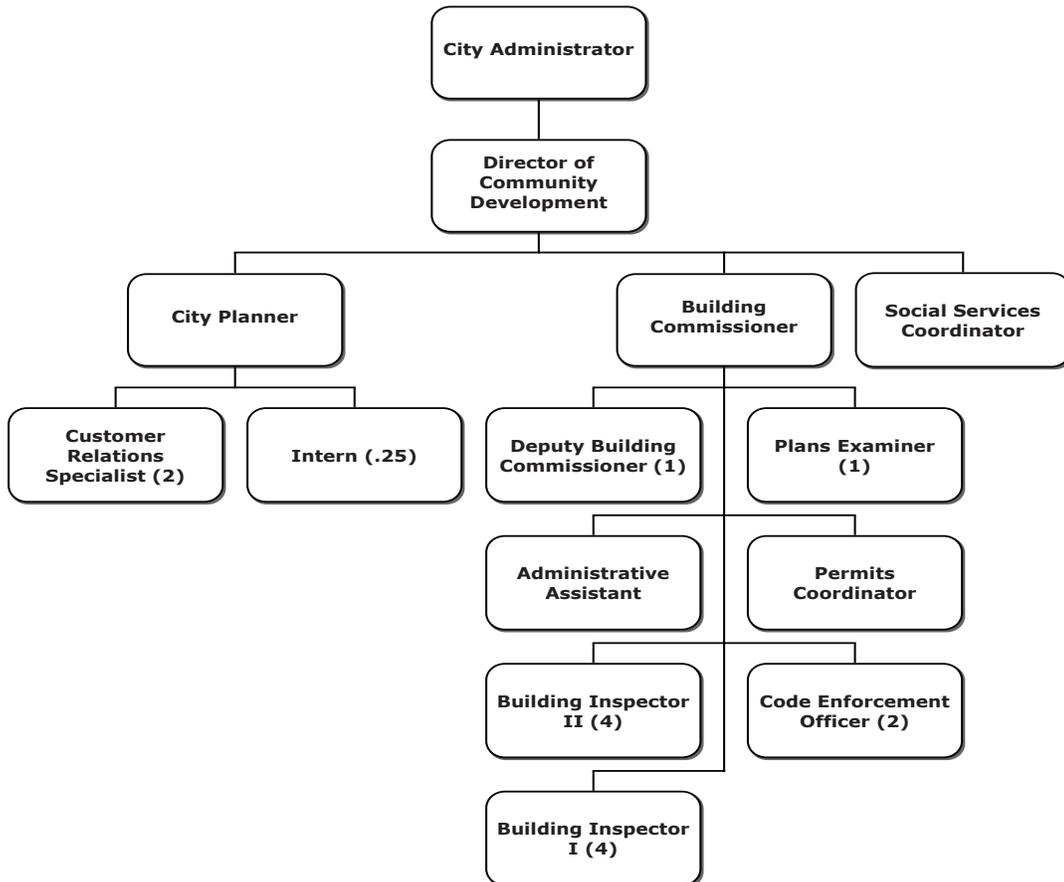


# Community Development

# Community Development

<u>Program</u>	<u>General Fund</u>	<u>Total</u>
Planning and Zoning	398,145	398,145
Inspections	1,816,927	1,816,927
<b>Total</b>	<b>\$2,215,072</b>	<b>\$2,215,072</b>

## Organization Chart



# Planning and Zoning

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

## Program Activities

### *Department Administration*

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

### *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 2024

### Goal 1: Quality Housing

**Objective: Encourage housing options for residents in all stages of life.**

#### Activities and Steps

1. *Oversee development of new residential development.*

### Goal 2: Building Community

**Objective: Link residents through multi-modal transportation options.**

#### Activities and Steps

1. *Encourage front-end commercial occupancy, landscaping, sidewalk connections and outdoor dining amenities by zoning code.*

## Strategic Goal(s) Activity for 2024 (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.

## 2024 Programmatic Goals

### Goals

Update the Zoning Code's land use matrix to 2022 NAICS codes and reevaluate permitted vs. conditional uses in each zoning district.

Focus staff training on emerging trends in planning and development to ensure that city policies and codes are updated accordingly.

Maintain FEMA CRS Class 8 rating through proactive flood management program.

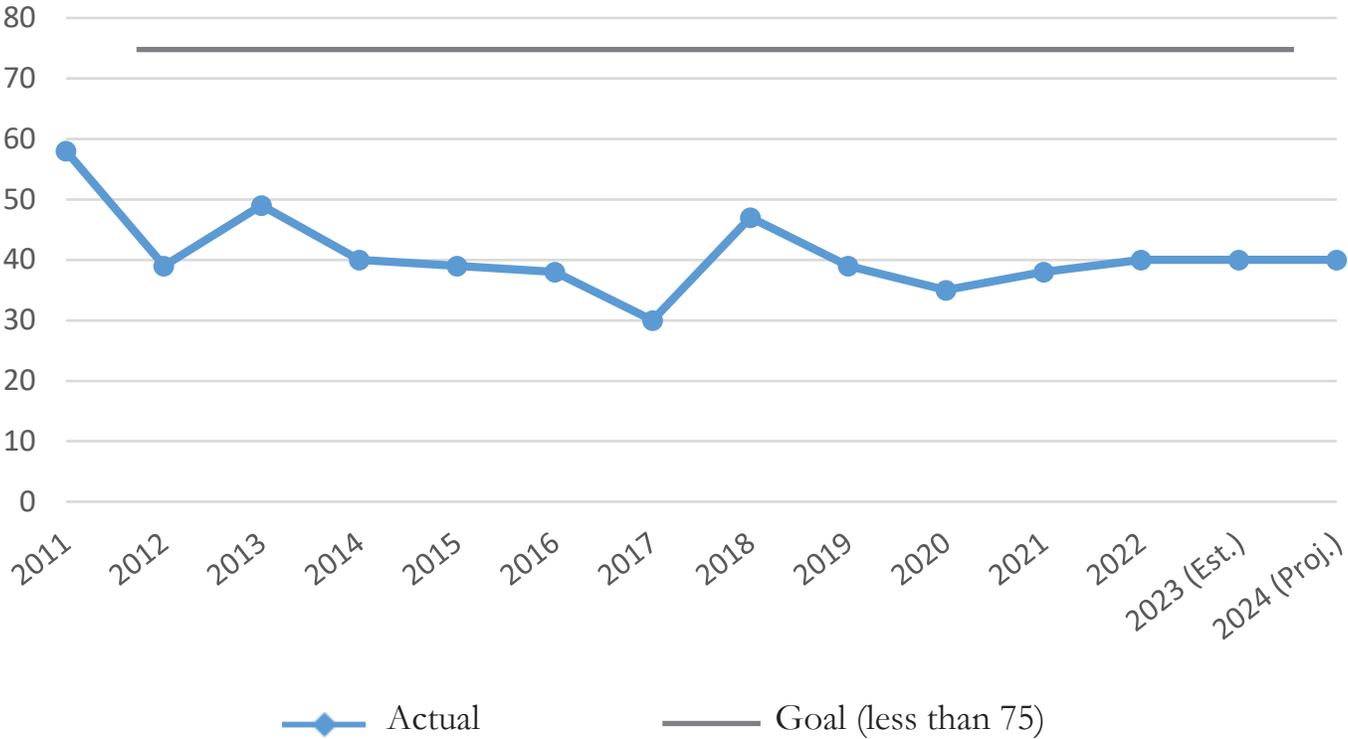
Collaborate with Police Department to build a more robust social services program.

## 2023 Programmatic Goals - Status

Goals	Status	Comments
Prepare draft home improvement program and policies.	Withdrawn	With help of police department, staff seeks to adopt standards for short-term rentals instead of pursuing this goal.
Prepare draft amendments to Landscaping Design Standards to better address specific types of development and to support pollinators.	In progress	Draft amendments on track for late 2023/early 2024 adoption.
Prepare draft Comprehensive Plan amendments regarding equity, diversity, and inclusion.	In progress	Holding off on moving forward with adoption until conclusion of Economic Development Plan process.
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.

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Projected</b>
Average days to process conditional use permits	38	40	40	40
Code amendments prepared	7	8	5	5
Comprehensive Plan amendments	1	0	0	0
Conditional use permits	14	17	10	10
Planned Districts/Rezoning	7	15	8	8
Staff reports prepared	128	192	120	120
Subdivisions	6	10	8	8
Variance appeals processed	1	3	1	1
Zoning compliance reviews completed	1,093	1,151	1,100	1,000
Zoning letters issued	86	64	70	60
Zoning permits issued	142	144	120	120
Zoning petitions processed	35	58	36	35

**Avg. Days to Process Conditional Use Permits**





DEPARTMENT	NUMBER	PROGRAM	NUMBER
Community Development	40	Planning and Zoning	001
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	320,686	343,516	371,779
CONTRACTUAL SERVICES	16,958	23,700	25,366
COMMODITIES	784	1,000	1,000
TOTAL EXPENDITURES	338,428	368,216	398,145
<b>Personnel Schedule</b>			
Position	2022	2023	2024
DIRECTOR OF COMMUNITY DEV	1.00	1.00	1.00
CITY PLANNER	1.00	1.00	1.00
PLANNER I	1.00	0.00	0.00
SOCIAL SERVICES COORDINATOR	1.00	1.00	1.00
INTERN	0.25	0.25	0.25
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	4.25	3.25	3.25



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Community Development</b>		<b>40</b>	<b>Planning and Zoning</b>			<b>001</b>
<b>Personnel Services</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>		
<b>Account Number</b>	<b>Account Description</b>	<b>Budget (Actual)</b>	<b>Budget (Amended)</b>	<b>Budget (Proposed)</b>	<b>Detail</b>	
710.00	SALARIES	241,285	258,656	278,739	Supervisory	136,754
					Regular	134,040
					Part-time	5,520
					Longevity pay	2,425
711.00	BENEFITS	79,401	84,860	93,040	FICA	21,322
					Workers' compensation	827
					Health insurance	39,291
					Life & Disability insurance	1,872
					Dental insurance	1,041
					Pension	28,687
	TOTALS	320,686	343,516	371,779		



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Community Development</b>		NUMBER <b>40</b>	PROGRAM <b>Planning and Zoning</b>			NUMBER <b>001</b>
<b>Contractual Services</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	1,964	2,450	2,450	Court reporters	1,000
					ADA accommodations	250
					Smart phones (2)	1,200
720.51	PROFESSIONAL DEVELOPMENT	4,152	11,250	12,916	See professional development request	12,916
720.80	VEHICLE REIMBURSEMENT	6,000	6,000	6,000	Car allowance	6,000
720.84	ADVERTISING	4,842	4,000	4,000	P&Z public notice and legal ads	4,000
	TOTALS	16,958	23,700	25,366		



DEPARTMENT		NUMBER	PROGRAM	NUMBER
Community Development		40	Planning and Zoning	001
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
APA MISSOURI PLANNING CONFERENCE	TBD	2,000	Annual conference (2)	
APA NATIONAL PLANNING CONFERENCE	Minneapolis, MN	2,500	Annual conference	
APA STL TRAINING	Local	600	Local training sessions	
APA/AICP MEMBERSHIP		1,100	Annual dues (2)	
ASFPM NATIONAL CONFERENCE	Salt Lake City, UT	2,500	National floodplain management conference	
ASFPM/MFSMA MEMBERSHIP		225	Annual dues	
CIT STATE CONFERENCE	Osage Beach, MO	600	Crisis Intervention Team state conference	
EAST-WEST GATEWAY ANNUAL MEETING	Local	825	Annual meeting (10)	
MFSMA CONFERENCE	Osage Beach, MO	600	Annual state floodplain management conference	
MSW LICENSE FEE		230	One-time social work license fee	
NASW MEMBERSHIP		236	Annual dues	
PLANNING COMMISSIONER MEMBERSHIPS	Local	1,000	UMSL Program and other training	
SOCIAL WORK CONTINUING EDUCATION	Local	500	Training sessions and webinars	
	TOTAL REQUEST	12,916		



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Community Development</b>		NUMBER <b>40</b>	PROGRAM <b>Planning and Zoning</b>			NUMBER <b>001</b>
<b>Commodities</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
730.20	OPERATIONAL SUPPLIES	784	1,000	1,000	Reference books & subscriptions	1,000
	TOTALS	784	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 2024
<b>Goal 1: Quality Housing</b>
<b>Objective: Require property maintenance through judicious, proactive code enforcement and other innovative means.</b>
<b>Activities and Steps</b>
<i>1. Educate property owners regarding home maintenance concerns.</i>
<i>2. Provide tools and resources for property owners that will assist in home maintenance.</i>
<b>Goal 6: Economic Development</b>
<b>Objective: Develop programs to ensure a high occupancy rate among commercial buildings.</b>
<b>Activities and Steps</b>
<i>1. Make permitting process business friendly.</i>

## 2024 Programmatic Goals

### Goals

Fully implement electronic plan review and inspections program in an effort to further streamline the permitting process.

Adopt a more proactive approach to property maintenance code enforcement.

Increase staff's ICC certifications through training and professional development.

## 2023 Programmatic Goals - Status

Goals	Status	Comments
Begin implementation of electronic plan review and inspections program in an effort to further streamline the permitting process.	Goal met	Implementation commenced. Full implementation to occur in 2024.
Implement the 2021 ICC family of codes. Update home improvement guides with the requirements of the 2021 codes.	In progress	On track for adoption at end of 2023.
Amend the city's code enforcement districts to better allocate resources and ensure adequate coverage.	Goal met	
Increase staff's ICC certifications through training and professional development.	Ongoing	Inspectors continue to obtain additional certifications and experience.
Maintain FEMA CRS Class 7 rating through proactive flood management program.	Ongoing	Secured Class 8 rating upon 5-year review.

## Performance Measures

Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Building inspections	3,587	5,712	5,700	5,500
Building permits issued (mechanical, electrical, plumbing)		992	975	975
Building permits issued (total)	1,430	2,350	2,300	2,200
Residential occupancy inspections	1,315	1,215	1,000	1,000
Commercial occupancy inspections	351	344	340	330
Multifamily occupancy inspections	2,328	2,573	2,400	2,600
Plan reviews completed	2,267	3,372	3,500	3,000
Property maintenance cases	642	305	580	600



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Community Development</b>	<b>40</b>	<b>Inspections</b>	<b>002</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	1,400,214	1,675,393	1,708,974
CONTRACTUAL SERVICES	55,370	64,855	89,190
COMMODITIES	15,844	18,763	18,763
TOTAL EXPENDITURES	1,471,428	1,759,011	1,816,927
<b>Personnel Schedule</b>			
Position	2022	2023	2024
BUILDING COMMISSIONER	1.00	1.00	1.00
DEPUTY BUILDING COMMISSIONER	2.00	1.00	1.00
PLANS EXAMINER	1.00	1.00	1.00
BUILDING INSPECTOR II	4.00	4.00	4.00
BUILDING INSPECTOR I	3.00	4.00	4.00
CODE ENFORCEMENT OFFICER	2.00	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)	17.00	17.00	17.00



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Community Development</b>		<b>40</b>	<b>Inspections</b>			<b>002</b>
<b>Personnel Services</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>		
<b>Account Number</b>	<b>Account Description</b>	<b>Budget (Actual)</b>	<b>Budget (Amended)</b>	<b>Budget (Proposed)</b>	<b>Detail</b>	
710.00	SALARIES	991,146	1,187,070	1,209,293	Supervisory	102,338
					Regular	1,098,284
					Overtime	500
					Longevity pay	8,171
711.00	BENEFITS	409,068	488,323	499,681	FICA	92,504
					Workers' compensation	76,229
					Health insurance	189,783
					Life & Disability insurance	8,300
					Dental insurance	5,899
					Pension	126,966
TOTALS		1,400,214	1,675,393	1,708,974		



Annual Budget -2024

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Community Development</b>		<b>40</b>	<b>Inspections</b>			<b>002</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	25,003	34,150	53,150	Violation abatement and demo	28,000
					Smart phones (13)	9,000
					Customization of workflow for Bluebeam to Accela for electronic plan review	16,000
					Ameren monthly ledger	150
720.25	DATA PROCESSING	0	0	1,800	Bluebeam maintenance	1,800
720.34	CREDIT CARD PROCESSING FEES	17,398	11,000	11,000	Credit card processing fees	11,000
720.51	PROFESSIONAL DEVELOPMENT	12,969	19,705	23,240	See professional development request	23,240
	TOTALS	55,370	64,855	89,190		



DEPARTMENT <b>Community Development</b>		NUMBER <b>40</b>	PROGRAM <b>Inspections</b>	NUMBER <b>002</b>
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
ADMINISTRATIVE SEMINARS	Local	700	Training for administrative staff (4)	
ASCE MEMBERSHIP		265	Membership dues	
BLUE BEAM TRAINING	Online	700	Department training for electronic plan review software (15)	
ICC ANNUAL CONFERENCE	Long Beach, CA	5,000	ICC conference & code hearings (2)	
ICC CERTIFICATION EXAMS	Local	2,000	Certification testing (7)	
ICC MEMBERSHIP		150	Membership dues	
MABOI CONFERENCE	Osage Beach, MO	9,500	Training & certification maintenance (11)	
MABOI MEMBERSHIP		525	Membership dues (15)	
MACE CONFERENCE	Osage Beach, MO	1,800	Training & certification maintenance (3)	
MACE MEMBERSHIP		560	Membership dues (16)	
METRO FIRE MARSHALS		40	Membership dues	
PROFESSIONAL SEMINARS	Local	2,000	ICC, MACE, MABOI - Local seminars to provide code and inspection knowledge for inspectors (16)	
	TOTAL REQUEST	23,240		



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Community Development</b>		NUMBER <b>40</b>	PROGRAM <b>Inspections</b>			NUMBER <b>002</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	3,796	7,963	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	10,224	7,000	7,000	Gas for vehicles (10)	7,000
730.25	UNIFORMS	1,824	3,800	3,800	Uniform shirts (15)/jackets (4)	3,800
	TOTALS	15,844	18,763	18,763		



# Economic Development

# Economic Development

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<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	365,491		150,000	105,500	<b>620,991</b>
Promotion of Tourism		300,000			<b>300,000</b>
<b>Total</b>	<b>\$365,491</b>	<b>\$300,000</b>	<b>\$150,000</b>	<b>\$105,500</b>	<b>\$920,991</b>

## Organization Chart

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# 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.

<b>Strategic Goal(s) Activity for 2024</b>
<b>Goal 6: Economic Development</b>
<b>Objective: Develop programs to ensure a high occupancy rate among commercial buildings.</b>
<b>Activities and Steps</b>
1. <i>Expand business retention program.</i>
<b>Objective: Support West Port Plaza as a destination of choice.</b>
1. <i>Encourage new hospitality-oriented businesses to come to Maryland Heights that complement existing venues.</i>

## 2024 Programmatic Goals

### Goals

Adopt and implement Economic Development Strategic Plan.

Implement Business Retention & Expansion Program to include new economic development position. Implementation will occur simultaneously with planning process and will be a big undertaking for the dept. Creating a Specialist or Coordinator position is believed necessary to absorb new tasks created in accordance with the BRNE program..

Research and acquire analytic software for department statistics as well as public information improving webpage experience.

Utilize new departmental programs and new software to create performance measures for the Economic Development Department.

## 2023 Programmatic Goals - Status

Goals	Status	Comments
Research and adopt Economic Development Strategic Plan.	In progress	Plan consultants selected and scheduled to begin planning process in the coming weeks
Develop and implement Business Retention and Expansion program.	In progress	Extent of business and retention program will be defined in strategic plan. Implementation to occur simultaneously
Update the website to provide an improved user experience by highlighting key industries, employers, data, and demographics specific to Maryland Heights.	In progress	Website details discussed & will be implemented with our consultants based on marketing plan & in collaboration with communications department



**Annual Budget -2024**

**General Fund**

DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Economic Development</b>	<b>45</b>	<b>Economic Development</b>	<b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	214,342	227,288	249,031
CONTRACTUAL SERVICES	35,784	145,760	116,460
TOTAL EXPENDITURES	250,126	373,048	365,491
<b>Personnel Schedule</b>			
Position	2022	2023	2024
DIRECTOR ECONOMIC DEVELOPMENT	1.00	1.00	1.00
MANAGEMENT ASSISTANT	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	2.00	2.00	2.00



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Economic Development</b>		<b>45</b>	<b>Economic Development</b>			<b>003</b>
<b>Personnel Services</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>	<b>Budget (Actual)</b>	<b>Budget (Amended)</b>	<b>Budget (Proposed)</b>		
710.00	SALARIES	156,615	167,743	185,524	Supervisory	123,340
					Regular	60,627
					Longevity pay	1,557
711.00	BENEFITS	57,727	59,545	63,507	FICA	14,191
					Workers' Compensation	551
					Health Insurance	27,320
					Life & Disability insurance	1,272
					Dental Insurance	694
					Pension	19,479
TOTALS		214,342	227,288	249,031		



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Economic Development</b>		NUMBER <b>45</b>	PROGRAM <b>Economic Development</b>			NUMBER <b>003</b>
<b>Contractual Services</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	11,985	18,400	38,600	Marketing of city through ads and promotional materials	10,000
					Smart phones (1)	600
					Placer.ai	24,000
					Co-Star	4,000
720.12	PROFESSIONAL SERVICES	2,200	70,000	20,000	Legal, economic and financial consulting	10,000
					Strategic BRNE plan	10,000
720.51	PROFESSIONAL DEVELOPMENT	13,518	26,360	26,360	See professional development request	26,360
720.54	PUBLIC RELATIONS	2,081	25,000	25,000	New business attraction and Eco Dev Forum-Westport	25,000
720.80	VEHICLE REIMBURSEMENT	6,000	6,000	6,500	Car allowance	6,000
					Mileage reimbursement	500
	<b>TOTALS</b>	<b>35,784</b>	<b>145,760</b>	<b>116,460</b>		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Economic Development</b>	<b>45</b>	<b>Economic Development</b>	<b>003</b>
<b>Professional Development Request</b>			
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 (4)
INTL ECONOMIC DEV COUNCIL		910	Membership dues (2)
MEDFA	TBD	800	Annual conference (2)
MISSOURI ECO DEV COUNCIL		500	Membership dues (2)
MISSOURI ECO DEV COUNCIL	TBD	3,600	Annual conference
MO ECON. DEVELOPMENT FINANCE ASSOC.		550	Annual dues
VARIOUS MEETINGS WITH DEVELOPERS	Local	3,000	
	<b>TOTAL REQUEST</b>	<b>26,360</b>	

# Economic Development

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
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.

## 2024 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.

## 2023 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 <b>Economic Development</b>	NUMBER <b>45</b>	PROGRAM <b>Economic Development</b>	NUMBER <b>003</b>
<b>Program Budget</b>			
<b>Object of Expenditure</b>	<b>2022 Budget</b>	<b>2023 Budget</b>	<b>2024 Budget</b>
CONTRACTUAL SERVICES	847	150,000	150,000
TOTAL EXPENDITURES	847	150,000	150,000
<b>Personnel Schedule</b>			
<b>Position</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT <b>Economic Development</b>		NUMBER <b>45</b>	PROGRAM <b>Economic Development</b>			NUMBER <b>003</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	847	150,000	150,000	Land acquisition and property demolition	150,000
	TOTALS	847	150,000	150,000		

# Economic Development

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
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.

## 2024 Programmatic Goals

### Goals

Monitor and oversee the TIF fund revenues and bonds.

## 2023 Programmatic Goals - Status

### Goals

### Status

### Comments

Monitor and oversee the TIF fund revenues and bonds.

Ongoing



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Economic Development</b>	<b>45</b>	<b>Economic Development</b>	<b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
CONTRACTUAL SERVICES	5,088	55,061	105,500
TOTAL EXPENDITURES	5,088	55,061	105,500
<b>Personnel Schedule</b>			
Position	2022	2023	2024
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



DEPARTMENT Economic Development		NUMBER 45	PROGRAM Economic Development			NUMBER 003
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	5,088	55,061	105,500	Trustee services	5,500
					Payments to Maryland Hghts Fire District	100,000
	TOTALS	5,088	55,061	105,500		

# Promotion of Tourism

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
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.

## 2024 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.

## 2023 Programmatic Goals - Status

### Goals

### Status

### Comments

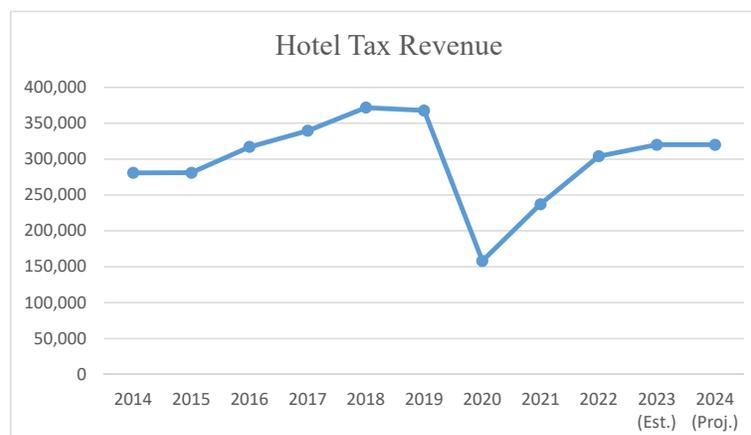
Provide the City Council annual reports on hospitality marketing program.

In progress

Increase hotel RevPar by 5%.

## Performance Measures

	2021	2022	2023	2024
Metrics	Actual	Actual	Estimate	Projected
Hotel tax revenue	237,052	304,027	320,000	320,000
Marketing program report to City Council	2	2	2	2





**Annual Budget -2024**

**Tourism Tax Fund**

DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Economic Development</b>	<b>45</b>	<b>Promotion of Tourism</b>	<b>004</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
CONTRACTUAL SERVICES	236,050	220,000	300,000
TOTAL EXPENDITURES	236,050	220,000	300,000
<b>Personnel Schedule</b>			
Position	2022	2023	2024
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2024**

**Tourism Tax Fund**

DEPARTMENT <b>Economic Development</b>		NUMBER <b>45</b>	PROGRAM <b>Promotion of Tourism</b>			NUMBER <b>004</b>
<b>Contractual Services</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	236,050	220,000	300,000	Convention & Visitors Bureau contract	300,000
	TOTALS	236,050	220,000	300,000		

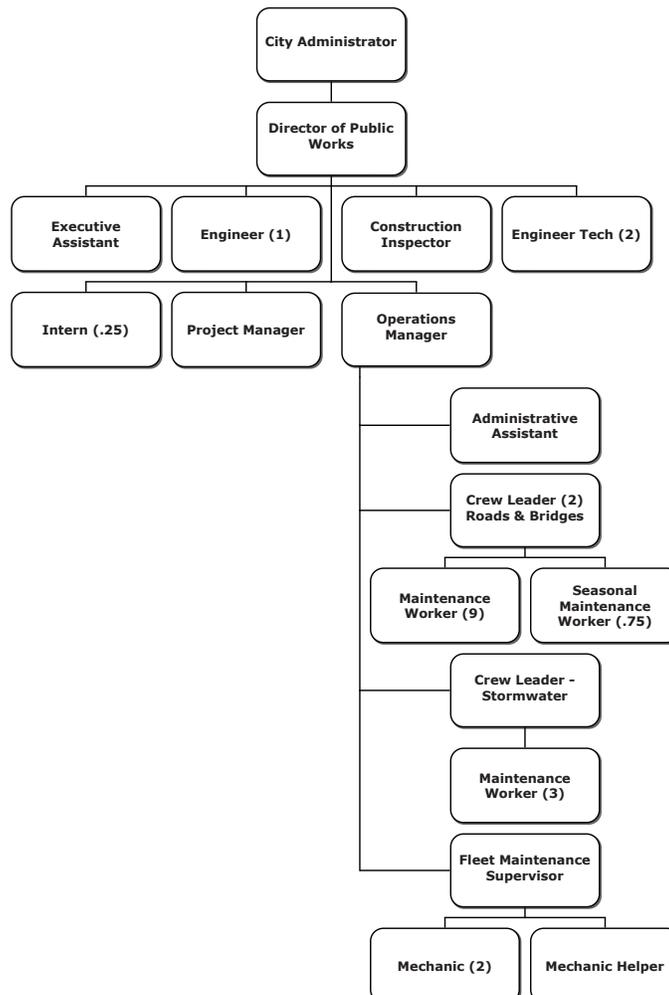


# Public Works

# Public Works

<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	419,455				419,455
Roads & Bridges	2,191,487				2,191,487
Stormwater	656,369				656,369
Streetlighting		499,100			499,100
Solid Waste	1,923,300				1,923,300
Vehicle & Equip. Maintenance	585,885				585,885
Sewer Lateral Repairs				270,000	270,000
Capital Projects		7,000	3,970,000		3,977,000
Capital Projects Management			213,557		213,557
<b>Total</b>	<b>\$5,776,496</b>	<b>\$506,100</b>	<b>\$4,183,557</b>	<b>\$270,000</b>	<b>\$10,736,153</b>

## Organization Chart



# Engineering and Administration

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

## Program Activities

### *Department Administration*

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

### *Engineering*

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

## Strategic Goal(s) Activity for 2024

### Goal 7: Creating Identity

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

#### Activities and Steps

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

## 2024 Programmatic Goals

### Goals

- Submit 5-year capital improvement program update by end of September 2024.
- Begin all approved and funded capital improvement program projects by December 2024.
- Process 90% of right-of-way permits within three (3) working days.

## 2023 Programmatic Goals - Status

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

Performance Measures				
Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Right-of-way use permits	220	226	170	200
Right-of-way permits processed within three (3) working days.	100%	100%	100%	100%



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Public Works</b>	<b>50</b>	<b>Engineering &amp; Administration</b>	<b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	251,044	350,420	395,715
CONTRACTUAL SERVICES	6,211	17,630	20,140
COMMODITIES	500	1,300	3,600
CAPITAL	0	40,000	0
TOTAL EXPENDITURES	257,755	409,350	419,455
<b>Personnel Schedule</b>			
Position	2022	2023	2024
DIRECTOR OF PUBLIC WORKS	1.00	1.00	1.00
PROJECT MANAGER	1.00	1.00	1.00
EXECUTIVE ASSISTANT	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	3.00	3.00	3.00



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Public Works</b>		<b>50</b>	<b>Engineering &amp; Administration</b>			<b>001</b>
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	187,833	264,718	297,336	Supervisory	144,772
					Regular	147,182
					Overtime	500
					Longevity pay	4,882
711.00	BENEFITS	63,211	85,702	98,379	FICA	22,745
					Workers' compensation	1,551
					Health insurance	39,806
					Life & Disability insurance	2,018
					Dental insurance	1,041
					Pension	31,218
	TOTALS	251,044	350,420	395,715		



Annual Budget -2024

General Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Engineering &amp; Administration</b>			NUMBER <b>001</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	633	6,600	7,200	Smart phones (2)	1,200
					Equipment maintenance	500
					APWA Re-accreditation	5,500
720.12	PROFESSIONAL SERVICES	1,750	4,000	4,000	Surveys-minor	2,000
					Traffic studies-minor	2,000
720.25	DATA PROCESSING	0	0	1,800	Bluebeam maintenance	1,800
720.26	PRINTING & BINDING	213	500	500	Printing	500
720.51	PROFESSIONAL DEVELOPMENT	3,615	6,530	6,640	See professional development request	6,640
	TOTALS	6,211	17,630	20,140		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Public Works</b>	<b>50</b>	<b>Engineering &amp; Administration</b>	<b>001</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
AMER TRAFFIC SAFETY SERVICES ASSOC		175	Membership dues (2)
AMERICAN PUBLIC WORKS ASSN		515	Annual membership (3)
APWA MISSOURI CHAPTER (FALL)	TBD	600	State conference
APWA MISSOURI CHAPTER (SPRING)	TBD	600	State conference
APWA PUBLIC WORKS EXPO (PWX)	Atlanta, GA	2,500	Annual conference
APWA ST LOUIS METRO BRANCH	Local	600	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	6,640	



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Engineering &amp; Administration</b>			NUMBER <b>001</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	128	1,000	3,300	Publications/supplies	500
					Traffic counter supplies	500
					Traffic counters	2,300
730.25	UNIFORMS	372	300	300	Safety equipment/shirts/jackets	300
	TOTALS	500	1,300	3,600		

# 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.

2024 Programmatic Goals
<b>Goals</b>
Continue honeysuckle removal within City right-of-way.
Maintain urban forest utilizing tree inventory.
Sidewalk repair and replacement utilizing transition plan.

## 2023 Programmatic Goals - Status

Goals	Status	Comments
Assist Parks maintenance crews with ballfield rehabilitation.	Goal met	
Continue honeysuckle removal within City right-of-way.	In progress	
Repair sidewalks utilizing transition plan.	In progress	

## Performance Measures

Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Concrete pavement replacement (sq. yds.)	1,369	500	722	712
Concrete pavement replacement (each)	64	24	25	25
Concrete sidewalk replacement (sq. ft.)	6,914	12,020	12,000	10,000
Forestry (tree maintenance, each)	672	780	800	800
Right-of-way mowing (each)	10	10	10	10
Street sweeping (centerline lane miles)	507	145	400	400
Traffic control signs installed/replaced (each)	211	207	350	250
Plant new street trees	162	106	200	200
Asphalt pavement repair (tons)	53	53	50	50



**Annual Budget -2024**

**General Fund**

DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Public Works</b>	<b>50</b>	<b>Roads &amp; Bridges</b>	<b>002</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	1,132,434	1,262,964	1,342,971
CONTRACTUAL SERVICES	582,508	372,436	404,736
COMMODITIES	321,129	415,680	443,780
CAPITAL	0	16,000	0
TOTAL EXPENDITURES	2,036,071	2,067,080	2,191,487
<b>Personnel Schedule</b>			
Position	2022	2023	2024
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 -2024

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Public Works</b>		<b>50</b>	<b>Roads &amp; Bridges</b>			<b>002</b>
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	755,472	848,639	910,772	Supervisory	91,106
					Regular	742,680
					Overtime	31,500
					On-call pay	3,500
					Part-time	26,364
					Longevity pay	15,622
711.00	BENEFITS	376,962	414,325	432,199	FICA	69,665
					Workers' compensation	95,907
					Health insurance	163,498
					Life & Disability insurance	5,762
					Dental insurance	4,511
					Pension	92,856
TOTALS		1,132,434	1,262,964	1,342,971		



Annual Budget -2024

General Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Roads &amp; Bridges</b>			NUMBER <b>002</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	195,581	222,600	248,000	Smart phones (4)	2,400
					Facility maintenance	7,500
					Landfill charges	30,000
					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	4,000
					Pavement striping	120,000
720.18	LEVEE DISTRICT ASSESSMENT	103,559	88,576	88,576	Levee district assessment	88,576
720.19	LARVICIDING SERVICES	2,172	3,000	3,000	County contract for larviciding	3,000
720.28	RENTAL - EQUIPMENT	0	3,500	3,500	Specialized equipment (as needed)	3,500
720.30	UTILITIES SERVICES	72,013	50,000	56,900	Electric - traffic signals	5,665
					Gas & electric	28,060
					Water (Dorsett/I-270)	4,635
					Water & sewer	18,540
720.51	PROFESSIONAL DEVELOPMENT	1,145	4,260	4,260	See professional development request	4,260
720.79	PROP. RESTORATION	208,038	500	500	Small claims	500
	TOTALS	582,508	372,436	404,736		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Public Works</b>	<b>50</b>	<b>Roads &amp; Bridges</b>	<b>002</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
AMERICAN PUBLIC WORKS ASSN		185	Annual membership
APWA MEMBERSHIP STL METRO BRANCH	Local	300	Membership dues & mtgs
APWA MO CHAPTER SPRING CONFERENCE	TBD	500	Annual conference
APWA SNOW CONFERENCE	Kansas City, MO	1,800	Snow conference (3)
INT'L SOCIETY OF ARBORCULTURE		175	Membership dues
TRAINING/SKILL DEVELOPMENT	Local	1,300	Annual program (13)
	TOTAL REQUEST	4,260	



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Roads &amp; Bridges</b>			NUMBER <b>002</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	86,347	162,000	182,000	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 270 art/wave repaint	147,000    2,500 12,500  20,000
730.21	MOTOR FUEL & LUBRICANTS	84,257	69,000	69,000	Diesel fuel, gasoline	69,000
730.24	SALT & ABRASIVES	146,107	178,200	186,300	Calcium chloride Salt - 2,000 tons	13,200 173,100
730.25	UNIFORMS	4,418	6,480	6,480	Safety shoes (12) Uniform pants, shirts, jackets, t-shirts, coveralls, hats, shorts, rubber boots	1,680 4,800
TOTALS		321,129	415,680	443,780		

# Stormwater

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

## Program Activities

### *Stormwater System Maintenance*

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

<b>2024 Programmatic Goals</b>
<b>Goals</b>
Present 2025 stormwater capital improvements recommendations by September 2024.
Respond to all service requests regarding stormwater within 48 hours.

<b>2023 Programmatic Goals - Status</b>		
<b>Goals</b>	<b>Status</b>	<b>Comments</b>
Present 2024 stormwater capital improvements recommendations by September 2023.	Goal met	
Respond to all service requests regarding stormwater within 48 hours.	Goal met	

<b>Performance Measures</b>				
	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
<b>Metrics</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Projected</b>
Linear feet of creeks cleaned	2,500	2,500	2,500	2,500
Inlet structures repaired	100	100	100	100
Inlet structures inspected	1,000	1,000	1,000	1,000



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Public Works</b>	<b>50</b>	<b>Stormwater</b>	<b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	609,639	634,226	646,184
CONTRACTUAL SERVICES	963	1,935	2,535
COMMODITIES	5,553	7,650	7,650
TOTAL EXPENDITURES	616,155	643,811	656,369
<b>Personnel Schedule</b>			
Position	2022	2023	2024
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		NUMBER	PROGRAM		NUMBER
<b>Public Works</b>		<b>50</b>	<b>Stormwater</b>		<b>003</b>
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	423,742	445,688	448,613	Regular 433,803 Overtime 1,000 Longevity pay 13,810
711.00	BENEFITS	185,897	188,538	197,571	FICA 34,315 Workers' compensation 30,852 Health insurance 80,223 Life & Disability insurance 2,998 Dental insurance 2,082 Pension 47,101
TOTALS		609,639	634,226	646,184	



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Stormwater</b>			NUMBER <b>003</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	616	600	1,200	Smart phones (2)	1,200
720.51	PROFESSIONAL DEVELOPMENT	347	1,335	1,335	See professional development request	1,335
TOTALS		963	1,935	2,535		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Public Works</b>	<b>50</b>	<b>Stormwater</b>	<b>003</b>
<b>Professional Development Request</b>			
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 -2024**

**General Fund**

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Stormwater</b>			NUMBER <b>003</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	4,048	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	1,505	2,300	2,300	Uniform pants, shirts, jackets, t-shirts, hats, shorts, rubber boots	1,600
					Safety shoes (5)	700
	TOTALS	5,553	7,650	7,650		

# Capital Projects - Stormwater

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

## Program Activities

### *Capital Planning - 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 - 2024					
Project No.	Project Name	Estimated project cost	Estimated expenditures through 2023	2024 budget (proposed)	Future cost
	2325 Wesford Drive	160,000	0	160,000	0
	2829 Briarcote Lane	215,000	0	95,000	120,000
240	Proj. Mon./Maint. of mitigation areas per usage	100,000	0	20,000	80,000
252	11814 Jonesdale Court (east of street, rear of property)	290,000	65,000	225,000	0
260	12102 Glenpark Drive (west of street, rear of property)	127,000	42,000	85,000	0
262	12059 Autumn Lakes Drive	285,000	70,000	215,000	0
263	2703 Wagner Place	1,264,000	164,000	1,100,000	0
264	Essex Avenue (north of street, east of property)	155,000	55,000	100,000	0
266	Rule Place Lane	360,000	100,000	0	260,000
267	Terry Avenue	655,000	100,000	140,000	415,000
<b>TOTAL 2024</b>				<b>\$2,140,000</b>	

# Streetlighting

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

## Program Activities

### *Streetlighting Operations*

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

## 2024 Programmatic Goals

### Goals

Continue to monitor Ameren Missouri maintenance effectiveness and upgrade lights as appropriate on roadway projects.

Conduct streetlight survey once per year.

## 2023 Programmatic Goals - Status

Goals	Status	Comments
Conduct street light survey once per year	Ongoing	Tentatively scheduled for December 2023.
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	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Street lights maintained*	1,955	1,979	1,955	1,954
*Includes:				
New street lights installed	2	9	0	0
Existing street lights removed	0	4	1	0
Street lights upgraded	0	0	0	0



DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Streetlighting</b>	NUMBER <b>004</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
CONTRACTUAL SERVICES	469,139	492,200	499,100
TOTAL EXPENDITURES	469,139	492,200	499,100
<b>Personnel Schedule</b>			
Position	2022	2023	2024
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



Annual Budget -2024

Streetlight Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Streetlighting</b>		NUMBER <b>004</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
720.33	STREETLIGHTING	469,139	492,200	499,100	Ameren contract 485,000 Maintenance (interchange) 10,000 Street lighting electric (interchange) 4,100
	TOTALS	469,139	492,200	499,100	

# Capital Projects - Streetlighting

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

## Program Activities

### *Streetlighting improvements*

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

<b>Capital Improvement Projects - 2024</b>					
<b>Project No.</b>	<b>Project Name</b>	<b>Estimated project cost</b>	<b>Estimated expenditures through 2022</b>	<b>2023 budget (proposed)</b>	<b>Future cost</b>
064	Streetlighting	114,000	0	7,000	107,000
<b>TOTAL 2024</b>				<b>\$7,000</b>	

# Solid Waste

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

## Program Activities

### *Solid Waste*

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

### *Recycling*

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

### *Yard Waste*

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

The City 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.

## 2024 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.

## 2023 Programmatic Goals - Status

### 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.

Ongoing

Comments

## Performance Measures

Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Number of households served	8,168	8,168	8,174	8,187
Recycling quantity, tons annually	1,940	1,759	1,671	1,688
Municipal solid waste, tons annually	5,648	5,452	5,481	5,536
Yard waste, cubic yards annually	6,099	4,526	5,539	5,594



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Public Works</b>	<b>50</b>	<b>Solid Waste</b>	<b>005</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
CONTRACTUAL SERVICES	1,809,505	1,874,000	1,923,300
TOTAL EXPENDITURES	1,809,505	1,874,000	1,923,300
<b>Personnel Schedule</b>			
Position	2022	2023	2024
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Solid Waste</b>		NUMBER <b>005</b>
<b>Contractual Services</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>
<b>Account Number</b>	<b>Account Description</b>				
720.11	MISC. CONTRACTUAL	1,809,505	1,874,000	1,923,300	Republic Services contract 1,923,300
	TOTALS	1,809,505	1,874,000	1,923,300	

# Vehicle and Equipment Maintenance

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

### 2024 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 2024.
- Conduct parts inventory on the first working day of each month.

### 2023 Programmatic Goals - Status

#### Goals

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 2023.	Goal met	
Conduct parts inventory on 1st working day of each month.	Goat met	

### Performance Measures

Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 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
<b>Public Works</b>	<b>50</b>	<b>Vehicle &amp; Equip. Maintenance</b>	<b>006</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	327,876	366,444	380,125
CONTRACTUAL SERVICES	193,118	52,000	54,000
COMMODITIES	134,790	150,810	151,760
TOTAL EXPENDITURES	655,784	569,254	585,885
<b>Personnel Schedule</b>			
Position	2022	2023	2024
FLEET MAINTENANCE SUPERVISOR	1.00	1.00	1.00
MECHANIC	2.00	2.00	2.00
MECHANIC HELPER	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	4.00	4.00	4.00



Annual Budget -2024

General Fund

DEPARTMENT		NUMBER	PROGRAM		NUMBER
Public Works		50	Vehicle & Equip. Maintenance		006
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	232,278	257,624	270,448	Regular 264,783 Overtime 1,000 Longevity pay 4,665
711.00	BENEFITS	95,598	108,820	109,677	FICA 20,687 Workers' compensation 14,004 Health insurance 43,373 Life & Disability insurance 1,830 Dental insurance 1,388 Pension 28,395
TOTALS		327,876	366,444	380,125	



Annual Budget -2024

General Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Vehicle &amp; Equip. Maintenance</b>			NUMBER <b>006</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	193,118	45,350	47,350	Smart phones (1)	600
					Diagnostic service	1,500
					Grease trap maintenance	7,500
					Mechanical inspections	600
					Towing service	500
					Vehicle repair services	36,650
720.25	DATA PROCESSING	0	3,500	3,500	Equipment maintenance software license/support	3,500
720.51	PROFESSIONAL DEVELOPMENT	0	3,150	3,150	See professional development request	3,150
	TOTALS	193,118	52,000	54,000		



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



Annual Budget -2024

General Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Vehicle &amp; Equip. Maintenance</b>			NUMBER <b>006</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.14	TIRES, PARTS & EQUIPMENT	99,566	118,800	118,800	Tires & parts	118,800
730.20	OPERATIONAL SUPPLIES	33,687	30,250	31,200	Diag. computers/ upgrades	1,500
					Misc. shop supplies	21,600
					Tools & equipment	4,000
					Oil, grease and anti-freeze	4,100
730.25	UNIFORMS	1,537	1,760	1,760	Safety shoes (4)	560
					Uniform pants, shirts, jackets, t-shirts, coveralls, hats, shorts, rubber boots	1,200
	TOTALS	134,790	150,810	151,760		

# Sewer Lateral Repairs

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

## Program Activities

### *Sewer Lateral Repairs*

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

## 2024 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.

## 2023 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	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Sewer lateral investigations	80	56	60	80
Sewer lateral repairs	70	43	50	70



DEPARTMENT <b>Public Works</b>	NUMBER <b>50</b>	PROGRAM <b>Sewer Lateral Repairs</b>	NUMBER <b>008</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
CONTRACTUAL SERVICES	220,936	270,000	270,000
TOTAL EXPENDITURES	220,936	270,000	270,000
<b>Personnel Schedule</b>			
Position	2022	2023	2024
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2024**

**Sewer Lateral Fund**

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Sewer Lateral Repairs</b>			NUMBER <b>008</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	220,936	270,000	270,000	Investigations & repairs	270,000
	TOTALS	220,936	270,000	270,000		

# Capital Projects Management

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

## Program Activities

### *Construction Management*

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

<b>2024 Programmatic Goals</b>
<b>Goals</b>
City projects will be constructed on time and within budget.
Update Accela asset inventory (signs, trees).

<b>2023 Programmatic Goals - Status</b>		
<b>Goals</b>	<b>Status</b>	<b>Comments</b>
Projects will be constructed on time and under budget.	Goal met	
Update Accela asset inventory (signs, trees).	Ongoing	

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Projected</b>
Funding available (\$ in thousands)	1,965	1,445	5,500	5,500
Projects constructed	0	3	5	5



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Public Works</b>	<b>50</b>	<b>Capital Projects Management</b>	<b>059</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	215,713	235,611	203,342
CONTRACTUAL SERVICES	7,718	9,835	9,235
COMMODITIES	309	980	980
TOTAL EXPENDITURES	223,740	246,426	213,557
<b>Personnel Schedule</b>			
Position	2022	2023	2024
ENGINEER	1.00	1.00	0.00
CONSTRUCTION INSPECTOR	1.00	1.00	1.00
ENGINEERING TECHNICIAN	0.00	0.00	1.00
INTERN	0.25	0.25	0.25
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	2.25	2.25	2.25



Capital Improvement Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Public Works</b>		<b>50</b>	<b>Capital Projects Management</b>			<b>059</b>
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	157,561	174,260	154,686	Regular	138,723
					Part-time	7,200
					Overtime	6,000
					Longevity pay	2,763
711.00	BENEFITS	58,152	61,351	48,656	FICA	11,832
					Workers' compensation	910
					Health insurance	18,776
					Life & Disability insurance	959
					Dental insurance	694
					Pension	15,485
TOTALS		215,713	235,611	203,342		



Annual Budget -2024

Capital Improvement Fund

DEPARTMENT <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Capital Projects Management</b>			NUMBER <b>059</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	973	1,200	600	Smart phones (1)	600
720.25	DATA PROCESSING	6,550	8,000	8,000	Paver	1,000
					Project management software license	7,000
720.26	PRINTING & BINDING	0	635	0		
720.51	PROFESSIONAL DEVELOPMENT	195	0	635	See professional development request	635
	TOTALS	7,718	9,835	9,235		



DEPARTMENT		NUMBER	PROGRAM	NUMBER
Public Works		50	Capital Projects Management	059
<b>Professional Development Request</b>				
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 <b>Public Works</b>		NUMBER <b>50</b>	PROGRAM <b>Capital Projects Management</b>			NUMBER <b>059</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	309	400	400	Survey supplies	400
730.25	UNIFORMS	0	580	580	Safety shoes (2)	280
					Shirts, jackets, coveralls	300
	TOTALS	309	980	980		

# Capital Projects

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

## Program Activities

### *Capital Planning - 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 - 2024

Project No.	Project Name	Estimated project cost	Estimated expenditures through 2023	2024 Budget (proposed)	Future Cost
	Gill/Hedda/Broadview/Daley	5,433,000	0	375,000	5,058,000
004	Pavement maintenance: concrete, asphalt & micro-surfacing	1,000,000	0	1,000,000	0
079	Equipment replacement	130,000	0	130,000	0
126	Public r/w - property enhancements (trees, entry & wayfinding signage)	250,000	0	50,000	200,000
141	Sidewalk Construction	1,878,000	0	275,000	1,603,000
<b>TOTAL 2024</b>				<b>\$1,830,000</b>	

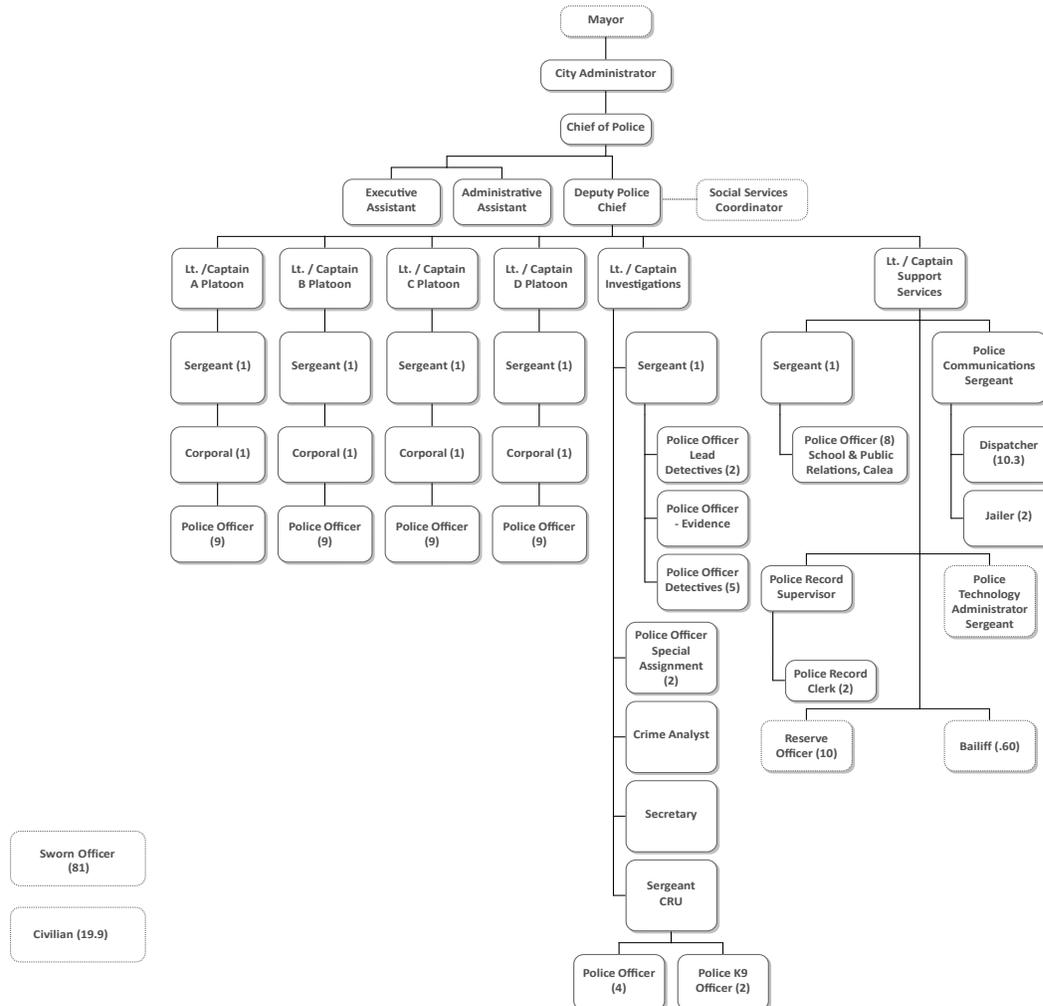


**Police**

# Police

<u>Program</u>	<u>General Fund</u>	<u>Forfeiture Fund</u>	<u>Police Training Fund</u>	<u>Total</u>
Police Administration	460,212	37,300	2,700	500,212
Patrol Services	6,919,996			6,919,996
Investigation	2,966,881			2,966,881
Police Communications	1,504,393			1,504,393
Community Services	1,625,563			1,625,563
Police Records	232,334			232,334
<b>Total</b>	<b>\$13,709,379</b>	<b>\$37,300</b>	<b>\$2,700</b>	<b>\$13,749,379</b>

## Organization Chart



# Police Administration

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

## Program Activities

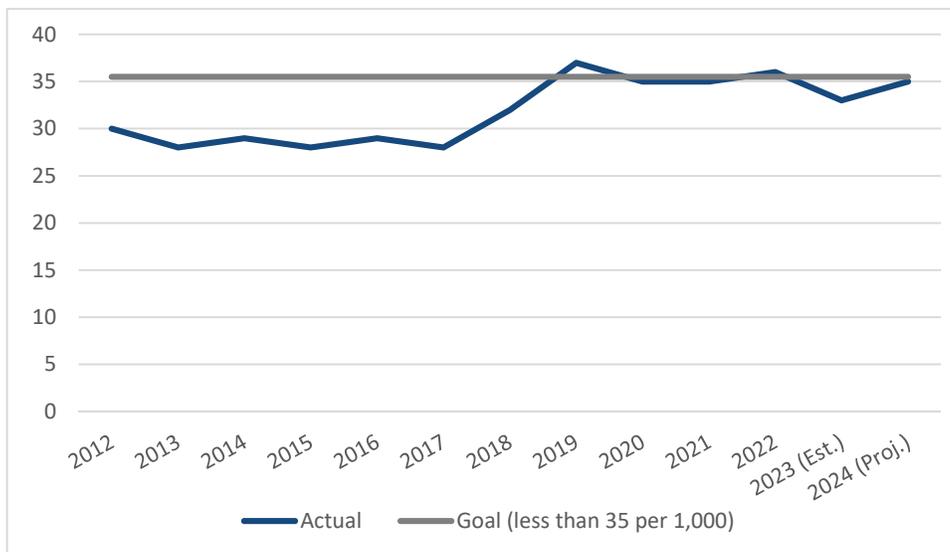
### *Department Administration*

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

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

## Performance Measures

UCR Part One Crimes per 1,000 Population





DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	362,118	380,432	386,062
CONTRACTUAL SERVICES	13,047	21,500	22,850
COMMODITIES	1,660	3,150	3,700
CAPITAL	36,458	0	47,600
TOTAL EXPENDITURES	413,283	405,082	460,212
<b>Personnel Schedule</b>			
Position	2022	2023	2024
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 -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Police</b>		<b>60</b>	<b>Police Administration</b>		<b>001</b>
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	262,697	278,521	278,498	Supervisory 167,528 Regular 105,731 Overtime 1,000 Longevity pay 4,239
711.00	BENEFITS	99,421	101,911	107,564	FICA 21,304 Workers' compensation 12,615 Health insurance 37,694 Life & Disability insurance 1,890 Dental insurance 1,041 Pension 33,020
	TOTALS	362,118	380,432	386,062	



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>			NUMBER <b>001</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	4,687	4,200	3,000	Smart phones (1) 600 Pre-employment assessments (8) 2,400	
720.25	DATA PROCESSING	1,500	1,500	1,500	Crime report annual subscription 1,500	
720.26	PRINTING & BINDING	2,439	8,000	8,000	Traffic and parking tickets, bond forms & envelopes, brochures, misc. forms 8,000	
720.51	PROFESSIONAL DEVELOPMENT	4,421	7,800	10,350	See professional development request 10,350	
TOTALS		13,047	21,500	22,850		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Police</b>	<b>60</b>	<b>Police Administration</b>	<b>001</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
BACKSTOPPERS		150	Membership dues
CALEA TRAINING CONFERENCE	Montgomery, AL	2,500	Semi-Annual Conference
EASTERN MO POLICE ACADEMY	Local	150	Annual training
IACP		200	Membership dues
IACP CONFERENCE	Boston, MA	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	Lake Ozark, MO	1,000	Annual conference
NORTH COUNTY POLICE CHIEFS	Local	175	Membership dues
POLICE MEMORIAL BREAKFAST	Local	250	Annual breakfast (10)
PROFESSIONAL ORGANIZATIONS		400	Nat'l Public Safety membership, SLAPCA, Nat'l Directory of Law Enforcement Administrators, NUCPS, FBINAA & command dues
STAFF DEVELOPMENT	Local	800	Staff training (2)
	TOTAL REQUEST	10,350	



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>			NUMBER <b>001</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	1,660	3,150	3,700	Awards & administrative supplies	2,000
					Subscriptions, books & periodicals	500
					Administration printer	1,200
	TOTALS	1,660	3,150	3,700		



DEPARTMENT		NUMBER	PROGRAM		NUMBER
Police		60	Police Administration		001
Capital Request					
Capital Item	Number Requested	Replace/ Add	Unit Cost	Total Cost	Description
6 CYLINDER AWD PASSENGER VEHICLE SUV	1	R	47,600	47,600	Fleet Rotation
TOTAL REQUEST				47,600	

# Police Administration

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

## Program Activities

### *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.

## 2024 Programmatic Goals

### Goals

Enhance training opportunities for law enforcement personnel.

## 2023 Programmatic Goals - Status

### Goals

### Status

### Comments

Provide training opportunities for law enforcement personnel.

Ongoing



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
CONTRACTUAL SERVICES	106,427	50,400	32,300
COMMODITIES	42,617	63,800	5,000
CAPITAL	49,911	0	0
TOTAL EXPENDITURES	198,955	114,200	37,300
<b>Personnel Schedule</b>			
Position	2022	2023	2024
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2024**

**Forfeiture Fund**

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>			NUMBER <b>001</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	34,067	0	0		
720.51	PROFESSIONAL DEVELOPMENT	72,360	50,400	32,300	See professional development request	32,300
TOTALS		106,427	50,400	32,300		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Police</b>	<b>60</b>	<b>Police Administration</b>	<b>001</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
AMERICAN POLYGRAPH CONFERENCE	Cherokee, NC	3,000	Annual certification/training (2)
BASIC SUPERVISOR TRAINING	Local	2,200	Supervisor training (2)
DETECTIVE TRAINING & SEMINARS	Local	3,000	Specialized training
IALEFI	West Palm Beach, FL	3,200	Annual armorers re-certification/training (2)
IPWDA/AMPWDA	Local	900	K-9 certifications (2)
MISSOURI SAFETY CENTER	Warrensburg, MO	1,000	DWI/Breathalyzer certification
NATIONAL TACTICAL OFFICERS ASSOC.	TBD	3,000	Specialized tactical training (2)
PEER SUPPORT WELLNESS TRAINING	Louisville, KY	5,000	Specialized Training
PEPPERBALL INSTRUCTOR RECERTIFICATI	Local	1,200	Specialized Training (2)
SPECIALIZED POLICE OFFICER TRAINING	Local	8,000	Individualized patrol training (4)
STREET COP SEMINAR	Orlando, FL	1,800	Specialized training
	<b>TOTAL REQUEST</b>	<b>32,300</b>	



**Annual Budget -2024**

**Forfeiture Fund**

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>			NUMBER <b>001</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	26,843	44,400	5,000	K-9 dog food/care	5,000
730.25	UNIFORMS	15,774	19,400	0		
	TOTALS	42,617	63,800	5,000		

# 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.

### 2024 Programmatic Goals

#### Goals

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

### 2023 Programmatic Goals - Status

#### Goals

#### Status

#### Comments

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

Ongoing



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
CONTRACTUAL SERVICES	11,227	5,800	2,700
TOTAL EXPENDITURES	11,227	5,800	2,700
<b>Personnel Schedule</b>			
Position	2022	2023	2024
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2024**

**Police Training Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Police Administration</b>			<b>001</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.51	PROFESSIONAL DEVELOPMENT	11,227	5,800	2,700	See professional development request	2,700
	TOTALS	11,227	5,800	2,700		



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Police Administration</b>	NUMBER <b>001</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
ADMINISTRATIVE TRAINING	Local	1,800	Executive development
GENERALIST INSTRUCTOR EASTERN	Local	400	Instructor recertification training
METH LAB RESPONSE TRAINING	Local	500	Re-certification training (1)
	TOTAL REQUEST	2,700	

# 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.

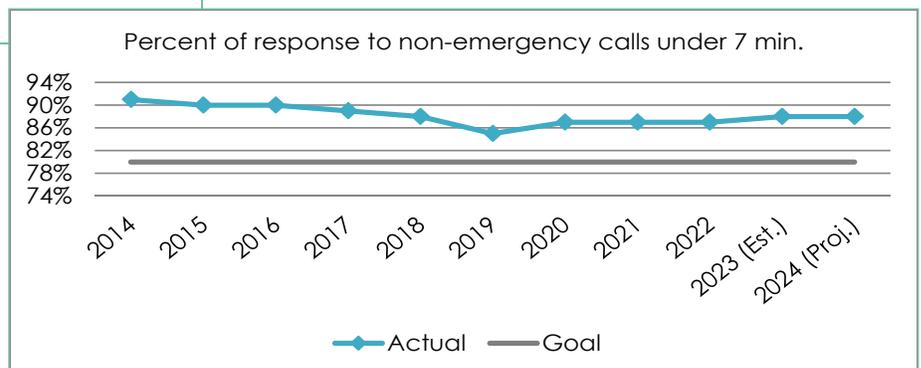
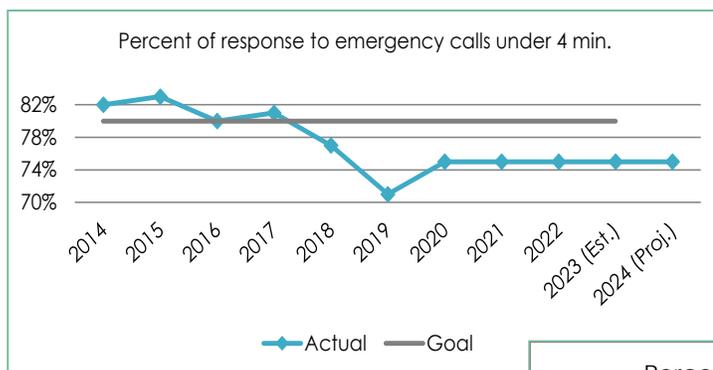
## Strategic Goal(s) Activity for 2024

### 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.



## 2024 Programmatic Goals

### Goals

Utilize motorcycles on the streets for traffic and extra speed enforcement duties in neighborhoods and high accident locations.

## 2023 Programmatic Goals - Status

### Goals

### Status

### Comments

Utilize the Administrative Sergeant position to obtain grant related funding.

Ongoing

## Performance Measures

Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Auto Accidents Investigated	811	993	1,051	1,082
Citations and Warnings Issued	11,031	14,206	20,606	21,224
DWI arrests	88	72	144	148
Proactive response incidents	37,424	37,380	43,387	44,688
Reactive response incidents	26,730	26,585	29,482	30,367
Response to emergency calls in under 4 minutes	75%	75%	75%	75%
Response to non-emergency calls in under 7 minutes	87%	87%	88%	88%
Total arrests	1,833	2,306	2,268	2,336
Training hours	3,855	3,411	3,615	3,724



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Patrol Services</b>	NUMBER <b>002</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	5,354,511	5,549,330	6,054,946
CONTRACTUAL SERVICES	242,458	362,625	485,420
COMMODITIES	298,395	258,500	331,900
CAPITAL	39,776	170,500	47,730
TOTAL EXPENDITURES	5,935,140	6,340,955	6,919,996
<b>Personnel Schedule</b>			
Position	2022	2023	2024
MAJOR (DEPUTY CHIEF)	1.00	1.00	1.00
CAPTAIN/LT	4.00	4.00	4.00
SERGEANT	5.00	4.00	4.00
CORPORAL	4.00	4.00	4.00
POLICE OFFICER	36.00	36.00	36.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	50.00	49.00	49.00



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Patrol Services</b>			<b>002</b>
Personnel Services		2022	2023	2024	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
710.00	SALARIES	3,788,552	3,910,020	4,290,396	Supervisory	1,334,222
					Regular	2,833,766
					Overtime	31,000
					Overtime (Traffic Safety)	2,000
					Overtime (Seatbelt Enforcement)	5,750
					Overtime (DWI)	4,750
					Overtime (Speed Enforcement)	8,625
					Overtime (Special Events)	25,000
					Overtime (Underage Enforcement)	8,050
					Longevity pay	37,233
711.00	BENEFITS	1,565,959	1,639,310	1,764,550	FICA	328,188
					Workers' compensation	311,820
					Health insurance	533,861
					Life & Disability insurance	28,822
					Dental insurance	17,003
					Pension	544,856
	TOTALS	5,354,511	5,549,330	6,054,946		



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
Police		60	Patrol Services			002
Contractual Services		2022	2023	2024		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
720.11	MISC. CONTRACTUAL	210,845	289,675	397,920	Firearms range fees	6,650
					Fire extinguisher maintenance	1,500
					Intoximeter maintenance (2)	2,500
					Vehicle equip. changeover (5)	65,000
					Car washes	4,000
					Prisoner meals	15,000
					Smart phones (9)	5,400
					Cellular data plans (83)	42,000
					US ID manual update services	125
					CIT court fees (St. Louis County)	3,000
					Radar unit maintenance (8)	3,400
					Taser 60 program (Year 2)	30,000
					Animal control officer-shared w/Bridgeton (1)	30,000
					Utility body worn camera (Year 1)	174,000
					Genetec licensing/maintenance fee for LPR	1,500
					Annual drone license/maint renewal fee (3)	1,700
					Livescan fingerprinting machine (year 1)	6,600
					Coban maintenance agreement (1 year)	5,545
720.14	MEDICAL SERVICES	1,061	3,500	3,500	Toxicology testing	3,500
720.25	DATA PROCESSING	13,935	19,100	24,350	Morphotrak fingerprint maint fee	2,800
					Annual RF system analysis	3,000
					Command post surveillance	1,000
					FARO software maintenance	10,500
					Power DMS FTO mgmt	5,300
					Crash Data rec subscription	1,750
720.51	PROFESSIONAL DEVELOPMENT	8,013	36,850	46,150	See professional development request	46,150
720.64	M&R MOTOR VEHICLE	8,604	13,500	13,500	Electronic vehicle devices, registration renewals	12,000
					Tactical electronic equipment repair/maintenance	1,500
TOTALS		242,458	362,625	485,420		



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Patrol Services</b>	NUMBER <b>002</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
ACCIDENT RECONSTRUCTION	Local	2,250	Accident reconstruction certifications (2)
BOSCH CDR CERTIFICATION	Local	1,000	Crash data operators (1)
CRISIS INTERVENTION TEAM	Local	300	Annual dinner (8)
DRONE TRAINING		1,250	Annual training
EASTER MO POLICE ACADEMY	Local	7,500	Annual training (50)
EASTERN MO ACADEMY FEES	Local	17,000	Recruit fees (2)
FBINAA CONFERENCE	Kansas City, MO	1,800	Annual Training
IACP		200	Membership dues
LETR CONFERENCE	TBD	1,000	Annual conference
LETSAC	Columbia, MO	2,200	Traffic training (2)
MOTORCYCLE OFFICER BASIC TRAINING	Local	750	Annual training
NORTHWESTERN UCPS		300	Membership dues (5)
PROFESSIONAL ORGANIZATIONS		1,600	Int'l Ass'n of Law Enforcement Instructors, Smith & Wesson Armorers, FBINAA, Airborne Public Safety (Drone), and membership dues
TASER INSTRUCTOR SCHOOL	Local	1,000	Instructor certifications
VIRTUAL ACADEMY	Local	8,000	Online department-wide training for POST certification
	TOTAL REQUEST	46,150	



Annual Budget -2024

General Fund

DEPARTMENT		NUMBER	PROGRAM		NUMBER
Police		60	Patrol Services		002
Commodities		2022	2023	2024	Detail
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	
730.20	OPERATIONAL SUPPLIES	45,707	83,500	138,900	Ammunition 23,500 Flares & traffic supplies 4,000 Taser supplies/maintenance 3,000 Gun parts, targets and cleaning supplies 2,500 First aid supplies 1,500 Holdover supplies 2,500 Defibrillator supplies 3,000 Batteries, bulbs & gloves 3,000 Riot control supplies/chemical munitions/bean bag rounds 1,000 Firearms simulator supplies 2,000 Drone equipment and maintenance 3,500 LPR & Utility maintenance 6,000 Riot Gear Rotation 1,500 Drones M30T (2) 25,000 Stinger spike strips (2) 1,200 Mobile ticket printers (10) 10,000 Ipad 500 Toughbook with mount for motorcycle 7,000 Patrol toughbook replacements (6) 35,500 5 -year maintenance kits for duty weapons (30) 2,700
730.21	MOTOR FUEL & LUBRICANTS	205,667	120,000	120,000	Gas & oil 120,000
730.25	UNIFORMS	47,021	55,000	73,000	Patrol uniform items 60,000 Body armor (15) 13,000
TOTALS		298,395	258,500	331,900	



DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Police</b>		<b>60</b>	<b>Patrol Services</b>		<b>002</b>
Capital Request					
Capital Item	Number Requested	Replace/ Add	Unit Cost	Total Cost	Description
6 CYLINDER AWD PASSENGER VEHICLE SUV	1	R	47,730	47,730	Fleet rotation
TOTAL REQUEST				47,730	

# 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 2024

### 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.

## 2024 Programmatic Goals

### Goals

Transition from DEA Task Force to Homeland Security Task Force to have a greater impact on the safety of the community.

Continue to develop 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.

Obtaining full certification for another detective through the new Polygraphist Mentor Program.

## 2023 Programmatic Goals - Status

Goals	Status	Comments
Help create a multi-jurisdictional task force within St. Louis County to help deal with automobile crimes	Goal met	
Maintain proactive drug and alcohol enforcement program at Hollywood Casino Amphitheater and St. Louis Music Park.	Ongoing	

## Performance Measures

Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Arrests made - BOI	104	90	86	88
Arrests made - CRU	320	317	300	309
DWI arrests	3	0	0	0
Cases assigned	809	903	660	680
Cases cleared	376	435	420	433
Domestic violence cases assigned	102	97	125	129
Canine narcotic responses/events	147	209	288	297
Citations and warnings issued	1,450	918	1,365	1,406



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Investigation</b>	NUMBER <b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	2,443,965	2,633,468	2,791,951
CONTRACTUAL SERVICES	51,415	108,595	117,180
COMMODITIES	20,320	32,900	57,750
TOTAL EXPENDITURES	2,515,700	2,774,963	2,966,881
<b>Personnel Schedule</b>			
Position	2022	2023	2024
CAPTAIN/LT	1.00	1.00	1.00
SERGEANT	1.00	2.00	2.00
LEAD DETECTIVE	2.00	2.00	2.00
POLICE OFFICER	14.00	14.00	14.00
CRIME ANALYST	1.00	1.00	1.00
SECRETARY	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	20.00	21.00	21.00



Annual Budget -2024

General Fund

DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Police</b>		<b>60</b>	<b>Investigation</b>		<b>003</b>
<b>Personnel Services</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Detail</b>
<b>Account Number</b>	<b>Account Description</b>	<b>Budget (Actual)</b>	<b>Budget (Amended)</b>	<b>Budget (Proposed)</b>	
710.00	SALARIES	1,716,886	1,855,284	1,956,840	Supervisory 350,901
					Regular 1,503,399
					Overtime 60,000
					Overtime (K9 On-call) 4,700
					On-call pay 4,700
					Overtime (Homeland Security Investigations ) 5,000
					Longevity pay 28,140
711.00	BENEFITS	727,079	778,184	835,111	FICA 151,155
					Workers' compensation 134,453
					Health insurance 261,982
					Life & Disability insurance 12,822
					Dental insurance 7,287
					Pension 248,212
					Other 19,200
	TOTALS	2,443,965	2,633,468	2,791,951	



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Investigation</b>			NUMBER <b>003</b>
Contractual Services		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	39,995	55,150	58,325	Smart phones (21)	12,600
					Biohazard disposal service	600
					Callyo undercover recording system	2,675
					Datapilot license renewal	1,100
					Flock camera lease (15 cameras) (Year 3)	37,500
					PACER annual subscription	600
					Berla iVe vehicle forensics equipment annual license renewal	3,250
720.25	DATA PROCESSING	3,773	27,950	29,080	Lexis Nexis intelligence data base user fees	2,800
					Leads online service	1,650
					GPS annual subscription	510
					GrayKey/GrayShift cellular extraction service	20,120
					Clearview AI Facial recognition software	4,000
720.51	PROFESSIONAL DEVELOPMENT	5,553	22,995	27,275	See professional development request	27,275
720.61	M&R EQUIPMENT	2,094	2,500	2,500	Repair/replacement parts for tactical rifles & equipment	2,500
	TOTALS	51,415	108,595	117,180		



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Investigation</b>	NUMBER <b>003</b>
Professional Development Request			
Organization/Conference	Location	Amount	Detail
ADVANCED MAJOR CASE SQUAD TRAINING	TBD	425	Per Diem only
ANNUAL BOI & CRU TRAINING	Various	5,000	Specialized training
ASFCS TRAINING	TBD	1,000	Annual training
CJIS CONFERENCE	Branson, MO	1,000	Annual training
CRIMES AGAINST CHILDREN	Dallas, TX	4,200	Annual training (2)
EASTERN MO POLICE ACADEMY	Local	3,000	Annual training fee (17)
FIRE & FRAUD INVESTIGATION	Jefferson City, MO	1,200	Annual training (2)
INVESTIGATIVE TRAVEL	Various	2,000	Investigative travel and prisoner pick-up
LESS LETHAL INSTRUCTOR	Local	1,800	Instructor certifications
MAJOR CASE SQUAD	Local	900	Annual membership (9)
MEDICOLEGAL DEATH INVESTIGATOR	Local	1,800	Basic death investigation training (2)
MIDSTATES ORG CRIME INFO CENTER	Midwest Region	250	Membership dues
PROFESSIONAL ORGANIZATIONS	Various	900	NABI, NUCPS, American Polygraph Assoc., Midwest Financial Fraud Inv., NATIA, Intl. Assoc for Property & Evidence, MARCAN, NAPWDA, NTOA, IALEFI.
SIMUNITION INSTRUCTOR SCHOOL	Local	2,000	Instructor recertification training (2)
STREET COP SEMINAR	Orlando, FL	1,800	Specialized training
	TOTAL REQUEST	27,275	



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Police</b>		<b>60</b>	<b>Investigation</b>		<b>003</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	17,752	28,900	48,750	Investigative supplies, equipment & batteries 6,000 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 1,000 Subpoena process fees 1,500 Polygraph arm and leg sensors 1,450 Blackhawk breacher packs (2) 1,600 Rockriver M4 rifle 1,500 Ballistic shields (3) 9,000 Evidence supplies, equipment, and property returns 6,000 49" monitor 1,300 40 MM Re-certification kits (2) 750 37 MM Less lethal re-certification kit & practice ammunition 750
730.25	UNIFORMS	2,568	4,000	9,000	Tactical uniforms 4,000 Tactical rifle - armor vest/plates and ballistic helmets 5,000
	TOTALS	20,320	32,900	57,750	

# Police Communications

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

## Program Activities

### *Communications*

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

### *Jailers*

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

## Strategic Goal(s) Activity for 2024

### 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.

## 2024 Programmatic Goals

### Goals

Continue replacing walkie talkies that have reached end of service life.

Continue to develop and expand the Home Safe Program.

Complete training and transition from COBAN camera system to Utility camera system.

## 2023 Programmatic Goals - Status

Goals	Status	Comments
Implement new supervisory structure with a sergeant as communications supervisor.	Goal met	
Begin implementing new plan to replace walkie talkies that have reached end of service life.	Ongoing	
Go live with NG911 that has the same encryption levels as Federal Agencies.	Goal met	
Continue to develop and expand the Home Safe Program.	Ongoing	

## Performance Measures

Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Dispatcher performance audits	104	121	160	200
Number of calls received	26,730	26,585	29,482	30,367



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Police Communications</b>	NUMBER <b>004</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	1,072,935	1,140,744	1,230,528
CONTRACTUAL SERVICES	187,454	239,765	254,065
COMMODITIES	6,773	24,800	19,800
TOTAL EXPENDITURES	1,267,162	1,405,309	1,504,393
<b>Personnel Schedule</b>			
Position	2022	2023	2024
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 -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Police Communications</b>			<b>004</b>
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	802,003	826,133	889,883	Supervisory	104,241
					Regular	747,424
					Overtime	18,659
					Part-time	12,000
					Longevity pay	7,559
711.00	BENEFITS	270,932	314,611	340,645	FICA	68,069
					Workers' compensation	16,440
					Health insurance	151,245
					Life & Disability insurance	5,886
					Dental insurance	4,511
					Pension	94,494
TOTALS		1,072,935	1,140,744	1,230,528		



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Communications</b>			NUMBER <b>004</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	11,576	49,000	37,600	Deaf interpreting (TTY) services	600
					AT&T language line (1)	200
					Smart phones (2)	1,200
					Car Radio warranty program	2,600
					Walkie warranty program	10,000
					Walkie replacements (4)	23,000
720.25	DATA PROCESSING	172,948	185,200	210,350	REJIS fees	73,000
					Omnigo CAD enterprise subscription	135,000
					Moving Omnigo to SaaS model	1,500
					MULES VPN tunnel connection	850
720.51	PROFESSIONAL DEVELOPMENT	2,930	5,565	6,115	See professional development request	6,115
	TOTALS	187,454	239,765	254,065		



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Police</b>	<b>60</b>	<b>Police Communications</b>	<b>004</b>
<b>Professional Development Request</b>			
Organization/Conference	Location	Amount	Detail
APCO		125	Annual dues
APCO SYMPOSIUM/NENA CONFERENCE	Local	2,400	Annual training (2)
CJIS CONFERENCE	Branson, MO	1,800	Annual training (2)
DISPATCH CLASSES	Local	1,600	Annual training
NENA/NAT'L EMERGENCY NUMBER ASSN		140	Annual dues
NORTHWESTERN		50	Membership dues
	TOTAL REQUEST	6,115	



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM		NUMBER
<b>Police</b>		<b>60</b>	<b>Police Communications</b>		<b>004</b>
Commodities		2022	2023	2024	Detail
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	
730.20	OPERATIONAL SUPPLIES	3,672	20,800	15,800	Dispatch supplies,CDs,etc. 1,000 Radio & data accessories 5,000 Vehicle radios (1) 8,500 Adder Boxes (3) 1,300
730.25	UNIFORMS	3,101	4,000	4,000	Dispatcher uniform shirts and jailer uniforms 4,000
	TOTALS	6,773	24,800	19,800	

# 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.

## 2024 Programmatic Goals

### Goals

Host educational events for students and their parents to educate them on the dangers of sextortion.
Transition from traditional Neighborhood Watch programs to online sharing of community concerns.
Participate in one in-house emergency management tabletop exercise including all city departments.
Continue towards achieving CALEA Tier One Gold Standard accreditation.
Continue to develop and expand the Flock camera system.

## 2023 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 to implement and evaluate the Flock camera system.	Ongoing	

## Performance Measures

Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
D.A.R.E. classes	285	314	482	496
D.A.R.E. visitations	542	491	509	524
SRO classes taught	21	13	57	58
SRO parent, teacher and student conferences	1,427	3,290	2,381	2,453
Subdivisions participating in neighborhood watch program	3	314	482	496



DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Community Services</b>	NUMBER <b>005</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	1,269,419	1,447,032	1,541,653
CONTRACTUAL SERVICES	8,550	14,475	32,910
COMMODITIES	36,719	43,800	51,000
TOTAL EXPENDITURES	1,314,688	1,505,307	1,625,563
<b>Personnel Schedule</b>			
Position	2022	2023	2024
CAPT/LIEUTENANT	1.00	1.00	1.00
SERGEANT	2.00	2.00	2.00
POLICE OFFICER	7.00	8.00	8.00
BAILIFF	0.60	0.60	0.60
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	10.60	11.60	11.60



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Community Services</b>			<b>005</b>
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	906,773	1,044,448	1,106,439	Supervisory	333,431
					Regular	709,089
					Part-time	25,646
					Overtime	13,000
					Longevity pay	25,273
711.00	BENEFITS	362,646	402,584	435,214	FICA	84,635
					Workers' compensation	79,354
					Health insurance	122,939
					Life & Disability insurance	7,212
					Dental insurance	3,817
					Pension	137,257
	TOTALS	1,269,419	1,447,032	1,541,653		



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Community Services</b>			<b>005</b>
<b>Contractual Services</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>		
<b>Account Number</b>	<b>Account Description</b>	<b>Budget (Actual)</b>	<b>Budget (Amended)</b>	<b>Budget (Proposed)</b>	<b>Detail</b>	
720.11	MISC. CONTRACTUAL	2,183	3,060	3,660	Reserve officer pre-employment assessments (3)	900
					Smart phones (4)	2,400
					Adobe stock subscription	360
720.25	DATA PROCESSING	4,595	4,600	5,600	Power DMS-CALEA management software license (1)	4,600
					Adobe Creative Cloud publishing software	1,000
720.51	PROFESSIONAL DEVELOPMENT	1,772	6,815	23,650	See professional development request	23,650
	TOTALS	8,550	14,475	32,910		



DEPARTMENT		NUMBER	PROGRAM	NUMBER
<b>Police</b>		<b>60</b>	<b>Community Services</b>	<b>005</b>
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
CALEA CONFERENCE	Montgomery, AL	4,500	Semi-Annual (2)	
D.A.R.E. NATIONAL CONFERENCE	Orlando, FL	2,300	Annual conference	
D.A.R.E. STATE CONFERENCE	Lake Ozark, MO	2,550	Annual conference (2)	
EASTERN MO POLICE ACADEMY	Local	3,000	Annual training (20)	
GOV'T SOCIAL MEDIA CONFERENCE	Palm Springs, CA	2,200	Annual conference	
MO CRIME PREVENTION	Lake Ozark, MO	1,200	Annual training	
NATIONAL SRO CONFERENCE	Phoenix, AZ	2,400	Annual conference	
POLICE FLEET EXPO	TBD	2,000	Annual conference	
PROFESSIONAL ORGANIZATIONS		500	MOLEAC, NORTHWESTERN, GMSCON, MO D.A.R.E. Assoc, MO Crime Prevention	
SRO CONFERENCE	Lake Ozark, MO	3,000	Annual conference (2)	
	<b>TOTAL REQUEST</b>	<b>23,650</b>		



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Community Services</b>			<b>005</b>
Commodities		2022	2023	2024		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
730.20	OPERATIONAL SUPPLIES	31,919	38,100	43,950	D.A.R.E. program	12,000
					Safety Town equipment/supplies	1,800
					Community service events	8,000
					Printing and Signage	3,000
					Maryland Heights Night Out	2,500
					Citizen's Academy	2,000
					Halloween promotions	2,500
					Jr. Police academy	5,000
					Repeater Banner	1,800
					Police department open house	4,000
					MacBook for SRO officer	1,350
730.25	UNIFORMS	4,800	5,700	7,050	Reserve officer uniforms (5)	1,250
					Officers' uniforms	3,200
					Body armor - reserves (3)	2,600
	TOTALS	36,719	43,800	51,000		

# Police Records

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Police	60	Police Records	006	Records Supervisor

## Program Activities

### *Police Records Maintenance*

The Police Records section maintains police reports, booking sheets and other information and is responsible for fingerprint application processing.

<b>2024 Programmatic Goals</b>
<b>Goals</b>
Implement a system to retain less paper files.

<b>2023 Programmatic Goals - Status</b>		
<b>Goals</b>	<b>Status</b>	<b>Comments</b>
Implement additional responsibilities for record room supervisor..	Goal met	

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Projected</b>
DWI reports processed (state)	108	92	79	147
Police reports issued (paid)	1,385	1,713	1,698	1,776
Police reports issued (unpaid)	562	603	713	554
Criminal record checks (paid)	73	94	85	89
Criminal record checks (unpaid)	198	162	171	166
Accident reports processed (state)	939	1,025	968	1,049
Summons processed	184	566	176	339
Customer service contacts by telephone	1,992	2,144	2,072	2,377
Customer service contacts in person	669	914	833	987
Fingerprint applications processed	N/A (COVID)	178	166	240
Police reports processed (county)	6,011	6,803	7,836	6,438



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Police</b>	NUMBER <b>60</b>	PROGRAM <b>Police Records</b>	NUMBER <b>006</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	172,101	211,584	230,534
CONTRACTUAL SERVICES	0	1,000	1,000
COMMODITIES	185	800	800
TOTAL EXPENDITURES	172,286	213,384	232,334
<b>Personnel Schedule</b>			
Position	2022	2023	2024
POLICE RECORDS SUPERVISOR	1.00	1.00	1.00
POLICE RECORDS CLERK	2.00	2.00	2.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	3.00	3.00	3.00



DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Police</b>		<b>60</b>	<b>Police Records</b>			<b>006</b>
Personnel Services		<b>2022</b>	<b>2023</b>	<b>2024</b>		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
710.00	SALARIES	124,012	153,647	169,009	Regular	166,729
					Overtime	50
					Longevity pay	2,230
711.00	BENEFITS	48,089	57,937	61,525	FICA	12,926
					Workers' compensation	498
					Health insurance	28,164
					Life & Disability insurance	1,152
					Dental insurance	1,041
					Pension	17,744
TOTALS		172,101	211,584	230,534		



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Records</b>		NUMBER <b>006</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
720.51	PROFESSIONAL DEVELOPMENT	0	1,000	1,000	See professional development request
	TOTALS	0	1,000	1,000	1,000



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



DEPARTMENT <b>Police</b>		NUMBER <b>60</b>	PROGRAM <b>Police Records</b>			NUMBER <b>006</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	185	800	800	Folders, forms, supplies, etc.	800
	TOTALS	185	800	800		



**Municipal Court**

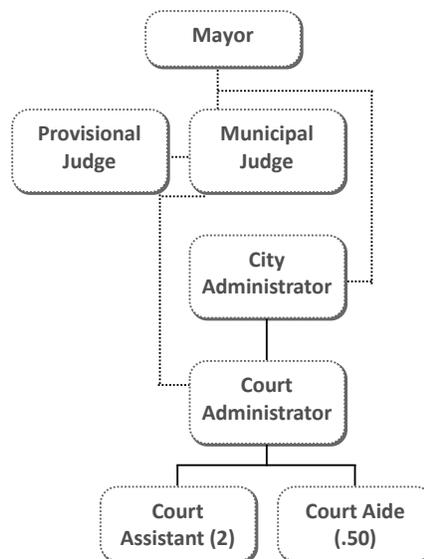
# Municipal Court

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<u>Program</u>	<u>General Fund</u>	<u>Total</u>
Municipal Court	416,586	416,586
<b>Total</b>	<b>\$416,586</b>	<b>\$416,586</b>

## Organization Chart

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# Municipal Court

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Municipal Court	70	Municipal Court	001	Municipal Judge

## Program Activities

### *Municipal Court*

The court is the judicial branch of city government. The Judge is appointed to a four-year term by the Mayor with the consent of the City Council. Traffic violations and other ordinance violations are tried by the court. The Judge serves on a part-time basis.

### *Violations Bureau*

To provide for the efficient collection of fines and costs assessed by the Municipal Court, the court has established the Violations Bureau. The Court Administrator operates this bureau and administers the day-to-day records management functions of the court under the supervision of the Director of Finance.

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Projected</b>
New cases opened:				
Traffic tickets	3,538	7,788	9,850	9,840
Complaints - non-traffic	1,265	1,192	750	750
DWI cases	81	75	100	90
Parking	82	62	75	75
Court settings	58	65	71	72
Warrants Issued	4,944	4,802	5,000	5,000



DEPARTMENT <b>Municipal Court</b>	NUMBER <b>70</b>	PROGRAM <b>Municipal Court</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	324,377	345,076	368,886
CONTRACTUAL SERVICES	40,950	40,800	44,800
COMMODITIES	198	0	2,900
TOTAL EXPENDITURES	365,525	385,876	416,586
<b>Personnel Schedule</b>			
Position	2022	2023	2024
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 -2024

General Fund

DEPARTMENT <b>Municipal Court</b>		NUMBER <b>70</b>	PROGRAM <b>Municipal Court</b>		NUMBER <b>001</b>
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	247,795	266,361	286,018	Regular 215,251 Part-time 60,708 Overtime 2,000 Longevity pay 8,059
711.00	BENEFITS	76,582	78,715	82,868	FICA 21,878 Workers' compensation 820 Health insurance 33,985 Life & Disability insurance 1,488 Dental insurance 1,041 Pension 23,656
TOTALS		324,377	345,076	368,886	



Annual Budget -2024

General Fund

DEPARTMENT <b>Municipal Court</b>		NUMBER <b>70</b>	PROGRAM <b>Municipal Court</b>			NUMBER <b>001</b>
<b>Contractual Services</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	10,078	1,000	1,000	Prisoner incarceration	1,000
720.12	PROFESSIONAL SERVICES	2,478	3,300	3,300	Interpreters	300
					Attorney for indigent offenders	3,000
720.25	DATA PROCESSING	19,750	24,500	24,500	ITI court program subscription	24,500
720.26	PRINTING & BINDING	1,980	3,000	3,000	Court backing sheets, court forms	3,000
720.34	CREDIT CARD PROCESSING FEES	1,628	3,000	3,000	Credit card processing fees	3,000
720.51	PROFESSIONAL DEVELOPMENT	5,036	6,000	10,000	See professional development request	10,000
TOTALS		40,950	40,800	44,800		



DEPARTMENT <b>Municipal Court</b>	NUMBER <b>70</b>	PROGRAM <b>Municipal Court</b>	NUMBER <b>001</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
ANNUAL CONFERENCE - COURT	Lake Ozark, MO	2,400	Annual conference (2)
ANNUAL CONFERENCE - JUDGE	Lake Ozark, MO	2,400	Annual conference (2)
FALL CONFERENCE - COURT	Jefferson City, MO	850	
JUDGE ASSOCIATION QUARTERLY MEETING	Lake Ozark, MO	720	
MEETINGS & SEMINARS	Local	530	Local association training meetings (3)
MO ASSOC FOR COURT ADMIN		150	Membership dues (3)
NACM - ANNUAL CONFERENCE	New Orleans, LA	2,675	
NATIONAL ASSOC FOR COURT ADMIN		125	Membership dues
ST LOUIS ASSOC. OF COURT ADMIN		150	Membership dues (3)
	TOTAL REQUEST	10,000	

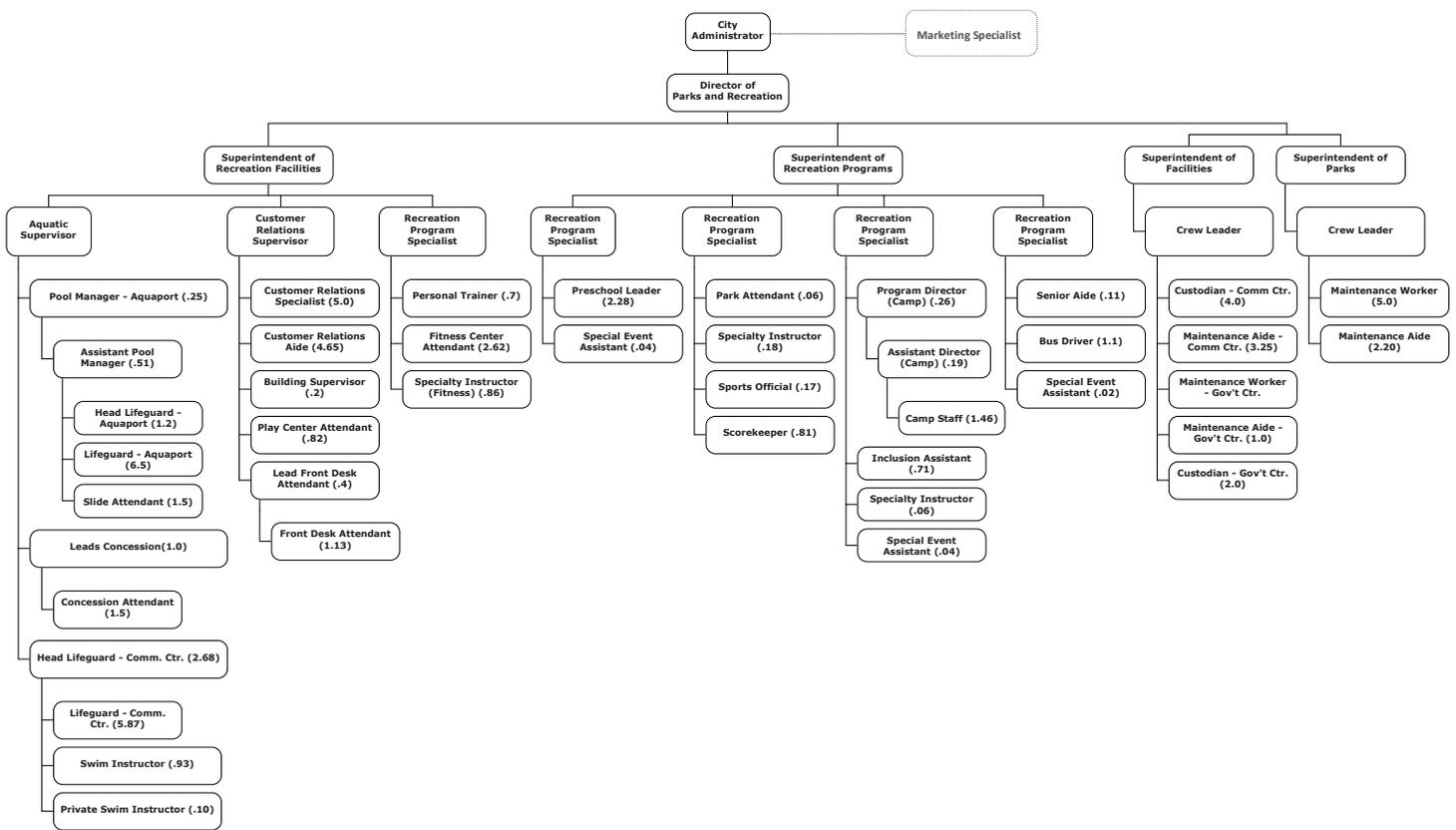


# Parks and Recreation

# Parks and Recreation

<u>Program</u>	<u>General Fund</u>	<u>Parks Fund</u>	<u>Beautification Fund</u>	<u>Total</u>
Parks & Recreation Admin.		182,566		182,566
Recreation Services		2,770,222		2,770,222
Community Center Maint.		1,259,372		1,259,372
Government Center Maint.	613,441			613,441
Aquaport		793,369		793,369
Parks Maintenance		1,166,839		1,166,839
Capital Improvements		89,000		89,000
Beautification			9,000	9,000
<b>Total</b>	<b>\$613,441</b>	<b>\$6,261,368</b>	<b>\$9,000</b>	<b>\$6,883,809</b>

## Organization Chart



# Parks and Recreation Administration

Department	No.	Program	No.	Program Manager
Parks and Recreation	80	Parks & Recreation Admin.	001	Director of Parks and Recreation

## Program Activities

### *Department Administration*

The Director oversees the administration of the Parks and Recreation Department, which includes the Recreation Services, Community Center Maintenance, Government Center Maintenance, Aquaport, Parks Maintenance and Human Services programs; budget preparation and control, personnel management, clerical and record-keeping functions and departmental planning and evaluation.

## Strategic Goal(s) Activity for 2024

### 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.

## 2024 Programmatic Goals

### Goals

Apply for the Municipal Parks Grant.

Update policies and procedures throughout the department.

Challenge staff to seek more efficient ways of doing things. Seeking technology for efficiency and communication.

## 2023 Programmatic Goals - Status

Goals	Status	Comments
Continue developing plans for the Fee Fee Baseballs field usage.	In progress	Conceptual Designs have been completed but currently there is not a funding mechanism established.
Update policies and procedures throughout the department.	Ongoing	
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.	Ongoing	
Complete customer relations and safety trainings for the department on a quarterly basis.	Ongoing	

Performance Measures				
Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Silver Sneakers/Renew Active Pass Registrations	593	641	1,000	1,250
Silver Sneakers/Renew Active Visits	18,493	45,180	56,000	58,000
Community Center Membership Swipes	58,256	95,890	110,560	115,000



DEPARTMENT <b>Parks &amp; Recreation</b>	NUMBER <b>80</b>	PROGRAM <b>Parks &amp; Recreation Admin.</b>	NUMBER <b>001</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	116,287	134,784	146,316
CONTRACTUAL SERVICES	7,224	28,840	35,550
COMMODITIES	1,164	500	700
TOTAL EXPENDITURES	124,675	164,124	182,566
<b>Personnel Schedule</b>			
Position	2022	2023	2024
DIRECTOR OF PARKS & RECREATION	1.00	1.00	1.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	1.00	1.00	1.00



**Annual Budget -2024**

**Parks Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Parks &amp; Recreation</b>		<b>80</b>	<b>Parks &amp; Recreation Admin.</b>			<b>001</b>
Personnel Services		2022	2023	2024		
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)	Detail	
710.00	SALARIES	95,018	105,000	114,639	Supervisory	114,639
711.00	BENEFITS	21,269	29,784	31,677	FICA	8,769
					Workers' compensation	343
					Health insurance	9,388
					Life & Disability insurance	793
					Dental insurance	347
					Pension	12,037
	TOTALS	116,287	134,784	146,316		



**Annual Budget -2024**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Parks &amp; Recreation Admin.</b>			NUMBER <b>001</b>
Contractual Services		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	1,977	17,600	22,800	Smart phones (1)	600
					Inclusion agreement	20,000
					Music license	1,600
					Liquor license	600
720.51	PROFESSIONAL DEVELOPMENT	3,747	5,240	6,250	See professional development request	6,250
720.80	VEHICLE REIMBURSEMENT	1,500	6,000	6,500	Mileage reimbursement	500
					Car allowance	6,000
	TOTALS	7,224	28,840	35,550		



DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Parks &amp; Recreation Admin.</b>	NUMBER <b>001</b>
<b>Professional Development Request</b>				
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>	
METRO MEETINGS	Local	100	St. Louis area P&R professionals	
MPRA CONFERENCE	TDB	1,800		
NAT'L REC & PARK ASSOCIATION		1,200	Membership dues	
NRPA CONFERENCE	Atlanta, GA	2,500		
PROFESSIONAL TRAINING	Local	500	Special seminars in customer service and/or computers (2)	
SERVICE ORGANIZATION		150	Membership dues	
	TOTAL REQUEST	6,250		



**Annual Budget -2024**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Parks &amp; Recreation Admin.</b>			NUMBER <b>001</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	1,164	500	700	Misc. expenses 500 Reference publications and subscriptions 200	
	TOTALS	1,164	500	700		

# 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 2024

### 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.

<b>2024 Programmatic Goals</b>
<b>Goals</b>
Increase Safety Town attendance by 15%.
Investigate additional food and beverage options for Summer Concert Series.
Increase attendance for the Mom Prom by 25%.
Increase attendance at senior movies by 10%.
Provide monthly in-service trainings
Increase indoor swim lessons by at least 50%

<b>2023 Programmatic Goals - Status</b>		
<b>Goals</b>	<b>Status</b>	<b>Comments</b>
Increase participation in preschool by 10%.	Goal met	
Increase participation in Learn to Skate program by 10%.	Not met	
Complete 450 camp registrations for 2023 summer season.	Goal met	
Investigate a new membership structure for Community Center.	Goal met	Submitted revenue increases to the 2024 budget based on pricing structure.
Investigate additional food and beverage options for Summer Concert Series.	In progress	Food trucks have been hard to get to attend without paying minimums. Looking for civic organizations or other avenues to fulfill this.
Evaluate fitness programs for participation and program structure with a full report.	In progress	This was started in 2023 but not quite complete. Should be complete in 2024.
Add at least two new enhancements for customer relations/ retention.	Ongoing	

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Projected</b>
Children with disabilities served	5	6	6	6
Recreation Program Registrations	3,092	4,905	7,500	8,500
Senior Luncheon Attendance	238	1,412	1,500	1,600
Recreation Programs offered	213	194	264	300
Transportation provided (one-way trips)	8,107	5,556	4,500	5,000



DEPARTMENT <b>Parks &amp; Recreation</b>	NUMBER <b>80</b>	PROGRAM <b>Recreation Services</b>	NUMBER <b>002</b>
Program Budget			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	1,673,606	2,088,439	2,265,287
CONTRACTUAL SERVICES	236,806	293,040	344,630
COMMODITIES	129,160	138,310	160,305
TOTAL EXPENDITURES	2,039,572	2,519,789	2,770,222



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Parks &amp; Recreation</b>	<b>80</b>	<b>Recreation Services</b>	<b>002</b>
<b>Personnel Schedule</b>			
Position	2022	2023	2024
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	5.00	5.00	5.00
CUSTOMER RELATIONS AIDE	5.00	4.50	4.65
AQUATIC SUPERVISOR	1.00	1.00	1.00
HEAD LIFEGUARD	2.40	2.40	2.68
LIFEGUARD	6.11	6.11	5.87
PRIVATE SWIM INSTRUCTOR	0.10	0.10	0.10
SWIM INSTRUCTOR	1.11	1.11	0.93
BUILDING SUPERVISOR	0.20	0.20	0.20
PLAY CENTER ATTENDANT	2.00	1.00	0.82
PERSONAL TRAINER	0.53	0.53	0.70
FITNESS CENTER ATTENDANT	3.50	2.81	2.62
SPECIAL EVENT ASSISTANT	0.05	0.17	0.10
SPECIALTY INSTRUCTORS	1.98	2.54	1.10
PROGRAM DIRECTOR	0.90	0.19	0.26
PRESCHOOL LEADER	1.94	3.04	2.28
PARK ATTENDANT	0.06	0.06	0.06
SPORTS OFFICIAL	0.03	0.17	0.17
SCOREKEEPER	0.00	0.51	0.81
CAMP STAFF	1.37	1.63	1.46
CAMP ASSISTANT DIRECTOR	0.00	0.00	0.19
INCLUSION ASSISTANT	0.70	0.72	0.71
SENIOR AIDE	0.32	0.17	0.11
BUS DRIVER	0.87	0.82	1.10
RECREATION ASSISTANT	2.00	0.00	0.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	46.17	43.78	41.92



**Annual Budget -2024**

**Parks Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Parks &amp; Recreation</b>		<b>80</b>	<b>Recreation Services</b>			<b>002</b>
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	1,328,645	1,675,341	1,808,733	Supervisory	173,036
					Regular	720,554
					Part-time	900,703
					Overtime	10,442
					Longevity pay	3,998
711.00	BENEFITS	344,961	413,098	456,554	FICA	138,352
					Workers' compensation	50,681
					Health insurance	161,477
					Life & Disability insurance	6,179
					Dental insurance	5,205
					Pension	94,660
TOTALS		1,673,606	2,088,439	2,265,287		



**Annual Budget -2024**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Recreation Services</b>			NUMBER <b>002</b>
<b>Contractual Services</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	58,271	73,460	105,740	Sports, Basketball, Kendo, Tae Kwon Do, Soccer, etc... Preschool-Winterball 1,600 Senior and adult events 19,940 Movie license 1,000 Smart phones(5)/Ipad (2) 4,200 Program instructors 10,000	69,000
720.15	CULTURAL ACTIVITIES	17,716	25,000	26,350	Concerts/Visual arts 12,000 Worldfest 13,650 One day cultural event 700	
720.25	DATA PROCESSING	18,283	21,455	38,215	VSI Cloud - RecWebTrac software support 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 2,400 Kid Check 1,000 League Lab 3,600 Rec Trac maintenance fee 7,500 pay track terminals 2,500	11,460
720.26	PRINTING & BINDING	21,115	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	38,535	30,000	45,000	Credit card processing fees	45,000
720.35	ICE CENTER	39,589	50,000	46,000	Various ice programs/facility fees	46,000
720.51	PROFESSIONAL DEVELOPMENT	15,588	22,175	22,375	See professional development request	22,375
720.58	RECREATION TRIPS	27,709	40,000	30,000	Bus rentals for trips- all ages	30,000
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
<b>TOTALS</b>		<b>236,806</b>	<b>293,040</b>	<b>344,630</b>		



DEPARTMENT <b>Parks &amp; Recreation</b>	NUMBER <b>80</b>	PROGRAM <b>Recreation Services</b>	NUMBER <b>002</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
AMERICA FOR THE ARTS MEMBERSHIP		150	
EXECUTIVE FORUM	Missouri/Kansas	800	
IRPA CONFERENCE (4)	Chicago, IL	4,800	
LIFEGUARD CERT, TRAINING & AUDITS	Local	5,625	Lifeguard certification, training and audits
LOCAL WORKSHOPS AND SEMINARS		500	
MISSOURI ARTS COUNCIL MEMBERSHIP		500	
MPRA CONFERENCE	Local	4,000	
MPRA MEMBERSHIPS		2,000	Missouri Park and Recreation association dues (10)
NRPA CONFERENCE	Atlanta, GA	2,500	
PART-TIME STAFF TRAINING		1,500	
	TOTAL REQUEST	22,375	



**Annual Budget -2024**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Recreation Services</b>		NUMBER <b>002</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
730.20	OPERATIONAL SUPPLIES	121,210	126,310	146,305	Program supplies 101,355 Fitness Supplies/Events 4,250 Birthday party supplies 2,000 Marketing and promotion supplies 15,000 Indoor pool supplies/teaching aids 750 Play center supplies 750 Laptops for superintendents (2) 4,000 Printers/Scanners 3,600 Alarm system for pool area 4,500 Front desk full size replacement computers (4) 5,600 Indoor pool supplies - tubes/fanny packs/seal easy 2,000 Group ex replacement equipment 2,500
730.21	MOTOR FUEL & LUBRICANTS	5,743	4,000	6,000	Fuel for bus 6,000
730.25	UNIFORMS	2,207	8,000	8,000	Program staff and participant shirts 3,000 Community Center facility staff - fulltime and part-time 5,000
TOTALS		129,160	138,310	160,305	

# Community Center Maintenance

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Parks and Recreation	80	Community Center Maint.	003	Superintendent of Facilities

## Program Activities

### *Maryland Heights Community Center*

This activity is responsible for the operations and maintenance of the City's central indoor recreation facility.

## 2024 Programmatic Goals

### Goals

Create SOP for monthly preventive maintenance schedule.

Continue to address ongoing regular maintenance issues throughout the building.

Create SOP for room rentals and setups.

Implement monthly in house skills training for the maintenance team.

## 2023 Programmatic Goals - Status

Goals	Status	Comments
Certify at least one member of the maintenance department as a Certified Pool Operator (CPO) or Aquatic Facility Operator (AFO).	In progress	Superintendent is completing this in the Fall/Winter 2023.
Research Maintenance Ticketing Software for the department use.	In progress	New staff is going to look into Accela and other softwares to see if what we have can meet the needs or we need to move to another route.
Create a SOP for aquatic pump rooms and identify valves, pumps and motors with the Superintendent of Recreation Facilities.	In progress	With the new superintendent being hired in the Spring this was moved to the Fall/Winter of 2023 to address.
Continue facility inspections and reports on a monthly basis.	Ongoing	

## Performance Measures

Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Room Setups Completed	1,056	1,219	1,584	1,750
Maintenance work orders completed	537	523	780	840



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Parks &amp; Recreation</b>	<b>80</b>	<b>Community Center Maint.</b>	<b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	502,204	556,623	654,222
CONTRACTUAL SERVICES	382,425	363,475	406,950
COMMODITIES	111,971	90,000	103,700
CAPITAL	39,999	45,000	94,500
TOTAL EXPENDITURES	1,036,599	1,055,098	1,259,372
<b>Personnel Schedule</b>			
Position	2022	2023	2024
SUPERINTENDENT OF FACILITIES	1.00	1.00	1.00
CREW LEADER	1.00	1.00	1.00
CUSTODIAN	3.00	3.00	4.00
MAINTENANCE AIDE	3.25	3.25	3.25
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	8.25	8.25	9.25



DEPARTMENT		NUMBER	PROGRAM		NUMBER
Parks & Recreation		80	Community Center Maint.		003
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
710.00	SALARIES	361,203	407,083	473,243	Regular 341,342 Part-time 126,074 Overtime 4,000 Longevity pay 1,827
711.00	BENEFITS	141,001	149,540	180,979	FICA 36,200 Workers' compensation 35,305 Health insurance 68,581 Life & Disability insurance 2,360 Dental insurance 2,082 Pension 36,451
TOTALS		502,204	556,623	654,222	



**Annual Budget -2024**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Community Center Maint.</b>			NUMBER <b>003</b>
<b>Contractual Services</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	79,401	66,975	107,100	Extermination	1,300
					Emergency repairs/inspections	8,000
					Smart phones (2)	1,200
					Window cleaning	5,000
					Carpet cleaning	3,200
					Chiller maintenance contract	17,000
					Various building repairs	10,000
					Generator service agreement	3,875
					Elevators service 2 units	8,925
					Backflow 4 units	1,700
					Boiler service three units	4,200
					HVAC PC upgrade and preventative maintenance	12,200
					Tuck-Pointing Repair Exterior of Building	9,500
					Window shades/repair	3,000
					Community Center sign maintenance	5,000
					ADA push button doors upstairs senior bathroom	6,500
					ADA push button doors family locker room	6,500
720.25	DATA PROCESSING	570	0	0		
720.28	RENTAL - EQUIPMENT	36,705	4,000	4,000	Community Center rental equipment (lifts, scrubbers, etc...)	4,000
720.30	UTILITIES SERVICES	257,145	280,000	280,000	Gas & electric	240,000
					Water & sewer	40,000
720.51	PROFESSIONAL DEVELOPMENT	36	500	1,350	See professional development request	1,350
720.61	M&R EQUIPMENT	8,568	12,000	14,500	Fire monitoring	1,750
					Annual maintenance contract fitness equipment	11,000
					Security system	1,750
	<b>TOTALS</b>	<b>382,425</b>	<b>363,475</b>	<b>406,950</b>		



DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Community Center Maint.</b>	NUMBER <b>003</b>
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
CPO CERTIFICATION		350	Certified Pool Operator	
IFMA MEMBERSHIP		500	International Facility Manager's Association	
SAFETY TRAININGS		500	Safety Trainings and Development	
	TOTAL REQUEST	1,350		



**Annual Budget -2024**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Community Center Maint.</b>			NUMBER <b>003</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	102,155	81,000	96,200	Custodial supplies, small tools, paper products	29,500
					First aid supplies	3,900
					Gym wipes	13,500
					Tool cart and misc. small tools	2,000
					Indoor pool chemicals	18,000
					UV lights 2X's year maintenance/replacement	6,600
					HVAC air filters	5,500
					Rubber Parking Bumpers (20)	6,200
					Defender media filter PM	6,000
					Holiday decorations	5,000
730.25	UNIFORMS	9,816	9,000	7,500	Department/facility staff shirts full and part time	7,500
	TOTALS	111,971	90,000	103,700		



DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Community Center Maint.</b>		NUMBER <b>003</b>
<b>Capital Request</b>					
<b>Capital Item</b>	<b>Number Requested</b>	<b>Replace/ Add</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Description</b>
FITNESS EQUIPMENT/CARDIO MACHINES	1	R	50,000	50,000	Replacing 6 cadio pieces of fitness equipment
EV CHARGING STATIONS (4)	1	A	44,500	44,500	
TOTAL REQUEST				94,500	

# Government Center Maintenance

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Parks & Recreation	80	Government Center Maint.	004	Superintendent of Facilities

## Program Activities

### *Government Center Maintenance*

This activity is responsible for maintenance and repair of the Government Center.

<b>2024 Programmatic Goals</b>
<b>Goals</b>
Oversee the Chiller Rebuild project at the Government Center.
Create SOP for monthly preventive maintenance schedule.
Implement monthly in house skills training for the maintenance team.

<b>2023 Programmatic Goals - Status</b>		
<b>Goals</b>	<b>Status</b>	<b>Comments</b>
Identify and label all electrical panels and emergency shut-offs for maintenance room at Government Center.	In progress	With the new superintendent being hired in the Spring 2023 this was moved to the Fall/Winter of 2023 to address.
Research Maintenance Ticketing Software for the department use.	In progress	New staff is going to look into Accela and other softwares to see if what we have can meet the needs or we need to move to another route.
Continue facility inspections and reports on a monthly basis.	Ongoing	This was a goal was started this year and the new superintendent has continued to do.

<b>Performance Measures</b>				
<b>Metrics</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Estimate</b>	<b>2024 Projected</b>
Maintenance work orders completed	587	491	684	650
Room setups completed	241	268	232	275



DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Parks &amp; Recreation</b>	<b>80</b>	<b>Government Center Maint.</b>	<b>004</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	230,218	263,449	253,691
CONTRACTUAL SERVICES	223,769	266,175	304,925
COMMODITIES	55,670	48,300	54,825
CAPITAL	63,318	0	0
TOTAL EXPENDITURES	572,975	577,924	613,441
<b>Personnel Schedule</b>			
Position	2022	2023	2024
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 -2024

General Fund

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Parks &amp; Recreation</b>		<b>80</b>	<b>Government Center Maint.</b>			<b>004</b>
Personnel Services		2022	2023	2024	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
710.00	SALARIES	164,059	189,809	181,251	Regular	137,987
					Part-time	38,792
					Overtime	3,000
					Longevity pay	1,472
711.00	BENEFITS	66,159	73,640	72,440	FICA	13,863
					Workers' compensation	13,463
					Health insurance	28,164
					Life & Disability Insurance	953
					Dental insurance	1,041
					Pension	14,956
	TOTALS	230,218	263,449	253,691		



**Annual Budget -2024**

**General Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Government Center Maint.</b>			NUMBER <b>004</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	56,011	105,575	144,325	Pest control	1,200
					Generator service agreement	4,900
					Various building repairs including air conditioning PDIT/Disptach mini splits	34,000
					Fire protection sprinkler maintenance	4,700
					Fire extinguisher maintenance	2,700
					Smart phones (2)	1,200
					Fountain repairs	5,000
					Elevator maintenance, includes service contract	8,225
					Window cleaning	5,000
					Floor mats and carpet cleaning	5,200
					Building modifications	11,000
					Boiler repairs and main	6,700
					Contract for fitness equipment	2,300
					Chiller preventative maintenance	14,000
					HVAC PC upgrade and maintenance	6,200
					Police Sally Port heat	7,500
					ADA Push Button Door at Govt Ctr	4,500
					Light fixture for Rotunda	20,000
720.30	UTILITIES SERVICES	167,722	160,200	160,200	Water & sewer	20,500
					Electric	108,100
					Gas	31,600
720.51	PROFESSIONAL DEVELOPMENT	36	400	400	See professional development request	400
	TOTALS	223,769	266,175	304,925		



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



DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Government Center Maint.</b>			NUMBER <b>004</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	54,916	45,800	52,125	Janitorial supplies and small tools	41,125
					HVAC air filters	6,000
					Holiday decorations	5,000
730.25	UNIFORMS	754	2,500	2,700	Maintenance uniforms full and part-time staff	2,700
	TOTALS	55,670	48,300	54,825		

# Aquaport

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Parks and Recreation	80	Aquaport	007	Aquatics Supervisor

## Program Activities

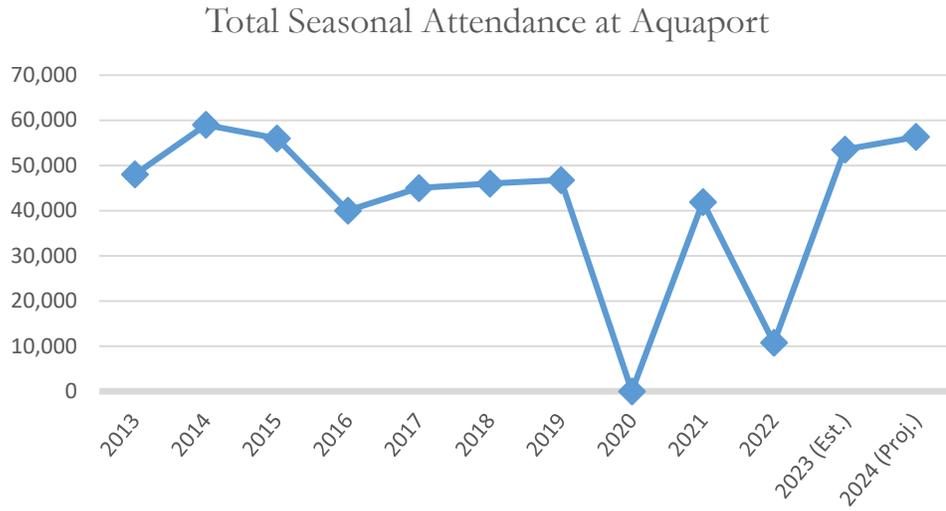
### *Aquaport Family Aquatic Center*

This Activity is responsible for the operation of the city’s outdoor aquatic facility. The city is taking the operation of aquatic programs, lifeguards operations, after hour rentals, and pool operations/maintenance in house as of 2019. Major renovations completed prior to the operational season in 2021 will offer significant changes in operations and accessibility. Aquaport is open Memorial Day in May through mid-August, with an additional weekends reflecting amended hours from mid-August to Labor Day in September. The additional feature, the FlowRider will provide potential operations prior to the start of the season and potential after Labor Day.

2024 Programmatic Goals
<b>Goals</b>
Develop, implement, and maintain pool operations for new equipment both in filter room and in concessions. Write down protocols in working manual.
Evaluate and develop program opportunities for River Walking, Little Splashers and outdoor Aqua Aerobics that fiscally make sense.
Reimplement after hour rentals and FlowRider Rentals opportunities on a limited basis while still maintaining staffing concerns.
Develop and incorporate evening family swim opportunities.

2023 Programmatic Goals - Status		
Goals	Status	Comments
Develop, implement, and maintain pool operations for new equipment both in filter room and in concessions. Write down protocols in working manual.	Ongoing	Manager manual and chemical checking protocols were created this year.
Implement new Learn to Surf lesson utilizing the Flow Rider.	Not met	This is not done as a separate class/program, however we have some excellent staff that are assisting with teaching this during public usage.
Increase program opportunities for River Walking and Little Splashers.	Goal met	As we hired more lifeguard staff we were able to add more options for both of these programs.
Increase FlowRider rentals by 10% from 2022 season.	Not met	Due to staffing, we did not offer any rentals of the flowrider or facility and covered just public swim hours and River Walking/Little Splashers.

## Performance Measures



Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Total attendance	41,907	10,706	53,512	56,300
Flow Rider Wristbands Sold*	5,667	3,359	2,495	5,000
Creve Coeur Usage	412	180	475	450
Bridgeton Usage	350	150	375	350
Special Events	4	1	2	4



DEPARTMENT <b>Parks &amp; Recreation</b>	NUMBER <b>80</b>	PROGRAM <b>Aquaport</b>	NUMBER <b>007</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	192,108	460,651	490,414
CONTRACTUAL SERVICES	147,870	138,455	131,805
COMMODITIES	126,576	142,350	171,150
TOTAL EXPENDITURES	466,554	741,456	793,369
<b>Personnel Schedule</b>			
Position	2022	2023	2024
AQUAPORT POOL MANAGER	0.30	0.30	0.25
AQUAPORT ASST. POOL MANAGER	0.66	0.66	0.51
HEAD LIFEGUARD	1.49	1.49	1.20
LIFEGUARD	6.81	6.10	6.50
SLIDE ATTENDANT	2.61	2.00	1.50
LEAD CONCESSIONS	0.42	0.42	1.00
CONCESSION ATTENDANT	1.32	1.35	1.50
LEAD FRONT DESK ATTENDANT	0.44	0.44	0.40
FRONT DESK ATTENDANT	1.48	1.48	1.13
AQUAPORT GROUNDS CREW	0.64	0.64	0.00
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	16.17	14.88	13.99



**Annual Budget -2024**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Aquaport</b>		NUMBER <b>007</b>
Personnel Services		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>
<b>Account Number</b>	<b>Account Description</b>				
710.00	SALARIES	176,083	401,341	431,875	Part-time 431,875
711.00	BENEFITS	16,025	59,310	58,539	FICA 33,034 Workers' compensation 25,505
	TOTALS	192,108	460,651	490,414	



**Annual Budget -2024**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Aquaport</b>			NUMBER <b>007</b>
<b>Contractual Services</b>		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	31,657	23,200	24,800	Emergency repairs	5,000
					Replace bulbs on stadium lights	2,000
					Pest control	300
					Waiver sign system	650
					UV maintenance	6,800
					Opening/winterization - pools	8,000
					Winterization - icemakers	450
					SenSource people counter	500
					Fire extinguisher inspections	500
					Smart Phone (1)	600
720.26	PRINTING & BINDING	180	1,000	750	Aquaport brochures	250
					Free passes/Rain checks	500
720.30	UTILITIES SERVICES	112,455	96,250	96,250	Electric	39,250
					Water & sewer	57,000
720.34	CREDIT CARD PROCESSING FEES	2,305	8,000	0		
720.51	PROFESSIONAL DEVELOPMENT	211	6,505	6,505	See professional development request	6,505
720.84	ADVERTISING	1,062	3,500	3,500	Hiring banners/posters/ads	750
					Banners/posters-events	750
					Promotional giveaways	2,000
	<b>TOTALS</b>	<b>147,870</b>	<b>138,455</b>	<b>131,805</b>		



DEPARTMENT <b>Parks &amp; Recreation</b>	NUMBER <b>80</b>	PROGRAM <b>Aquaport</b>	NUMBER <b>007</b>
<b>Professional Development Request</b>			
<b>Organization/Conference</b>	<b>Location</b>	<b>Amount</b>	<b>Detail</b>
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 -2024**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Aquaport</b>		NUMBER <b>007</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
730.13	MISC. SUPPLIES	56,376	85,000	85,000	Paper products 6,500 Food supplies 45,000 Soda 8,000 Slushy mix 8,000 Dippin Dots/Cool Beads 7,000 Lemonade 4,500 Ice cream 6,000
730.20	OPERATIONAL SUPPLIES	67,470	48,100	74,500	Janitorial supplies 5,000 Tubes 4,500 Concession and office supplies 2,000 Wristbands 2,000 Signage-per county regs 500 Funbrella repair parts 1,500 Concession umbrellas, small tools and equipment 3,000 Guard stand (2) and guard room chairs 3,950 Chemicals for aquatic center 35,000 Vacuum (2nd) 1,500 Training AED, training doll 1,500 Digiquatics Scheduling program 1,500 Cleaning towels 450 Fanny Packs, Seal Easy Masks 2,000 Mannequins, trauma bag supplies 2,500 First aid supplies 600 Oxygen 1,000 shade canopy 6,000
730.25	UNIFORMS	2,730	9,250	11,650	Staff & lifeguard shirts 3,650 Lifeguard suits and gear 5,500 Whistles, lanyards, visors/hats 1,000 Bucket hats 1,500
	TOTALS	126,576	142,350	171,150	

# Parks Maintenance

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Parks & Recreation	80	Parks Maintenance	008	Superintendent of Parks

## Program Activities

### *Parks Maintenance*

This activity provides grounds maintenance and beautification five public parks (Vago, Eise, Quiet Hollow, Parkwood, and McKelvey Woods), Community Center grounds, Government Center grounds, Aquaport; Dogport, Fee Fee Greenway, walking paths, and other public facilities.

## 2024 Programmatic Goals

### Goals

Create a replacement plan for park amenities (tables, benches, trash cans, grills, etc...)

Removal of Honeysuckle in the parks and trail systems.

Evaluate the need for repair of the Bio-Basins

## 2023 Programmatic Goals - Status

Goals	Status	Comments
Rebuild flood areas in the parks system from the 2022 flood.	Goal met	Aquaport and Dogport completed.
Coordinate project management in the park system that include solar panel canopy structure, Vago small playground structure and Parkwood Trail fitness stations.	Goal met	Ribbon cuttings for all three of these events took place in May 2023.
Attend Supervisor training for all current and new supervisors.	Ongoing	Superintendent and Crew Leader have been attending most supervisor trainings.

## Performance Measures

Metrics	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Pavilion reservations	245	231	340	350
Work orders completed	178	248	239	250
Assist with Special Events	58	57	66	70
Parks Inspections	48	48	48	48



DEPARTMENT <b>Parks &amp; Recreation</b>	NUMBER <b>80</b>	PROGRAM <b>Parks Maintenance</b>	NUMBER <b>008</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
PERSONNEL SERVICES	544,972	705,181	767,264
CONTRACTUAL SERVICES	215,987	180,875	228,850
COMMODITIES	66,485	93,675	119,725
CAPITAL	0	22,300	51,000
TOTAL EXPENDITURES	827,444	1,002,031	1,166,839
<b>Personnel Schedule</b>			
Position	2022	2023	2024
SUPERINTENDENT OF PARKS	1.00	1.00	1.00
CREW LEADER	1.00	1.00	1.00
MAINTENANCE WORKER	5.00	5.00	5.00
MAINTENANCE AIDE (PART-TIME)	2.20	2.20	2.20
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	9.20	9.20	9.20



**Annual Budget -2024**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Parks Maintenance</b>			NUMBER <b>008</b>
Personnel Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
710.00	SALARIES	384,443	511,356	555,843	Regular	456,721
					Part-time	85,342
					Overtime	6,000
					Longevity pay	7,780
711.00	BENEFITS	160,529	193,825	211,421	FICA	42,518
					Workers' compensation	35,948
					Health insurance	77,969
					Life & Disability insurance	3,157
					Dental insurance	2,429
					Pension	49,400
	TOTALS	544,972	705,181	767,264		



**Annual Budget -2024**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Parks Maintenance</b>			NUMBER <b>008</b>
Contractual Services		<b>2022 Budget (Actual)</b>	<b>2023 Budget (Amended)</b>	<b>2024 Budget (Proposed)</b>	<b>Detail</b>	
<b>Account Number</b>	<b>Account Description</b>					
720.11	MISC. CONTRACTUAL	44,968	39,100	54,100	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
					Park digital sign maintenance	15,000
720.18	LEVEE DISTRICT ASSESSMENT	107,117	88,000	110,000	Sportport	110,000
720.28	RENTAL - EQUIPMENT	0	6,000	5,000	Rental of misc. yard equipment - for cleaning up lots and maintenance of trail	5,000
720.30	UTILITIES SERVICES	62,752	42,875	55,750	Water & sewer	45,000
					Gas & electric	10,750
720.51	PROFESSIONAL DEVELOPMENT	1,150	4,900	4,000	See professional development request	4,000
	<b>TOTALS</b>	<b>215,987</b>	<b>180,875</b>	<b>228,850</b>		



DEPARTMENT		NUMBER	PROGRAM	NUMBER
<b>Parks &amp; Recreation</b>		<b>80</b>	<b>Parks Maintenance</b>	<b>008</b>
Professional Development Request				
Organization/Conference	Location	Amount	Detail	
CHEMICAL LICENSE & CEU	Local	1,500	Renewal of chemicals license, CEUs	
CPSI		1,600	Training (2)	
MISSOURI TURF & ORNAMENTAL COUNCIL		200	Membership dues	
TRAINING/SKILL DEVELOPMENT	Local	700	Maintenance training program (7)	
	TOTAL REQUEST	<u>4,000</u>		



**Annual Budget -2024**

**Parks Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Parks Maintenance</b>			NUMBER <b>008</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	52,680	81,400	104,100	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	13,500
					Small tools	3,800
					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 (Vago & Parkwood)	5,000
					New landscape at Community Center-flower beds	2,000
					Large pots for Aquaport/Community Center	2,000
					Painting of Splash Pad features	2,000
					Christmas decorations	15,000
					Equipment/cabling to install Wifi in office	2,500
					Ipad to control irrigation system	500
					Splash Pad Chemicals	2,100
					Splash Pad Tank Cleaning	2,000
					Trail maintenance	1,600
730.21	MOTOR FUEL & LUBRICANTS	11,063	8,150	11,500	Diesel fuel, gasoline	11,500
730.25	UNIFORMS	2,742	4,125	4,125	Uniforms & clothing for park maintenance	4,125
	TOTALS	66,485	93,675	119,725		



DEPARTMENT		NUMBER	PROGRAM		NUMBER
Parks & Recreation		80	Parks Maintenance		008
Capital Request					
Capital Item	Number Requested	Replace/Add	Unit Cost	Total Cost	Description
IRRIGATION CONTROLLER AT COMM CTR	1	A	26,000	26,000	New Irrigation Controller upgrade at the Community Center
NEEDS ASSESSMENT OF BIODETENTION AREAS AROUND THE COMMUNITY CENTER	1	A	25,000	25,000	
TOTAL REQUEST				51,000	

# 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.

<b>Capital Improvement Projects - 2024</b>					
<b>Project No.</b>	<b>Project Name</b>	<b>Estimated project cost</b>	<b>Estimated expenditures through 2022</b>	<b>2024 Budget (proposed)</b>	<b>Future Cost</b>
	Parkwood Park Swing Replacement	89,000	0	89,000	0
<b>TOTAL 2024</b>				<b>\$89,000</b>	

# Beautification

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Parks & Recreation	80	Beautification	010	Director of Parks and Recreation

## Program Activities

### *City-wide Beautification*

This program is funded by a business license tax on outdoor advertising structures (billboards). The goal of the program is to improve the appearance of publicly-owned rights-of-way and other public properties within the City.

### *Beautification Programs*

The Beautification Commission promotes awareness of the city’s scenic and natural resources, encourages enhancement of private property and works to improve the city’s visual character.

2024 Programmatic Goals
Goals
Complete mural at Dorsett and Reading.
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.
Investigate working with MODOT and St. Louis County for the process to install sculptures at the 4-corners at Dorsett and Hwy 270.
Add at least two new programs related to city beautification. (Example: education sessions for community members and Yard Cards for the Holidays).

2023 Programmatic Goals - Status		
Goals	Status	Comments
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.	In progress	We have an artist selected and we are only waiting on the contract approval through St. Louis County.
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.	Ongoing	



**Annual Budget -2024**  
**Beautification Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>	NUMBER <b>80</b>	PROGRAM <b>Beautification</b>	NUMBER <b>010</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
CONTRACTUAL SERVICES	5,200	14,000	7,000
COMMODITIES	0	2,000	2,000
TOTAL EXPENDITURES	5,200	16,000	9,000
<b>Personnel Schedule</b>			
Position	2022	2023	2024
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2024**

**Beautification Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Beautification</b>			NUMBER <b>010</b>
Contractual Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.11	MISC. CONTRACTUAL	5,200	14,000	7,000	Annual art (CCA)	4,000
					Art location prep	2,000
					Yard Art Holiday	1,000
	TOTALS	5,200	14,000	7,000		



**Annual Budget -2024**  
**Beautification Fund**

DEPARTMENT <b>Parks &amp; Recreation</b>		NUMBER <b>80</b>	PROGRAM <b>Beautification</b>			NUMBER <b>010</b>
Commodities		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
730.20	OPERATIONAL SUPPLIES	0	2,000	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	0	2,000	2,000		



**Human Services**

# Human Services

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<u>Program</u>	<u>General Fund</u>	<u>Total</u>
Human Services	185,000	<b>185,000</b>
<b>Total</b>	<b>\$185,000</b>	<b>\$185,000</b>

# Human Services

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Human Services	90	Human Services	003	Superintendent of Recreation

## Program Activities

### *Utility Tax Rebates*

The City refunds payments of utility gross receipts taxes to qualified disabled and/or senior citizens.

### 2024 Programmatic Goals

#### Goals

Process 1,100 rebate applications during the first 30 days of the 2024 rebate program.

Provide checks to qualified applicants within 14 days of application, 95% of the time.

### 2023 Programmatic Goals - Status

#### Goals

#### Status

#### Comments

Process 1,100 rebate applications during the first 30 days of the 2023 rebate program.

In progress

Provide checks to qualified applicants within 14 days of application, 95% of the time.

In progress

### Performance Measures

	2021	2022	2023	2024
Metrics	Actual	Actual	Estimated	Projected
Rebate applications processed	1,328	1,300	1,400	1,400



**Annual Budget -2024**

**General Fund**

DEPARTMENT	NUMBER	PROGRAM	NUMBER
<b>Human Services</b>	<b>90</b>	<b>Human Services</b>	<b>003</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
CONTRACTUAL SERVICES	172,512	225,000	185,000
TOTAL EXPENDITURES	172,512	225,000	185,000
<b>Personnel Schedule</b>			
Position	2022	2023	2024
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



**Annual Budget -2024**

**General Fund**

DEPARTMENT		NUMBER	PROGRAM			NUMBER
<b>Human Services</b>		<b>90</b>	<b>Human Services</b>			<b>003</b>
Contractual Services		2022	2023	2024	Detail	
Account Number	Account Description	Budget (Actual)	Budget (Amended)	Budget (Proposed)		
720.91	UTILITY TAX REBATE PMTS.	172,512	225,000	185,000	Payments to qualified seniors and disabled residents	185,000
	TOTALS	172,512	225,000	185,000		



# Debt Service

# Debt Service

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<u>Program</u>	<u>Community Center Debt Service Fund</u>	<u>Westport Plaza TIF</u>	<u>Total</u>
Debt Service	979,156	2,600,000	<b>3,579,156</b>
<b>Total</b>	<b>\$979,156</b>	<b>\$2,600,000</b>	<b>\$3,579,156</b>

# Debt Service

<b>Department</b>	<b>No.</b>	<b>Program</b>	<b>No.</b>	<b>Program Manager</b>
Debt Service	01	Debt Service	000	Finance Director

## Program Activities

### *Debt Service*

In 2015, the City issued approximately \$15 million in “certificates of participation” to fund about 50% of the construction cost of a new community center. The certificates represent proportionate ownership interests in the right to receive “basic rent” to be paid by the City. The City’s obligation to pay basic rent and other payment obligations under the lease are subject to and dependent upon annual appropriations being made by the City for this purpose.

The certificates will not constitute an indebtedness of the City within the meaning of any constitutional or statutory restriction.

### Community Center Debt Service Schedule

Year	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2024	705,000	271,856	976,856
2025	720,000	255,465	975,465
2026	740,000	237,755	977,755
2027	760,000	218,625	978,625
2028	780,000	198,020	978,020
2029	800,000	175,795	975,795
2030	825,000	151,920	976,920
2031	850,000	126,795	976,795
2032	875,000	100,701	975,701
2033	905,000	73,330	978,330
2034	930,000	44,771	974,771
2035	960,000	15,120	975,120
<b>TOTAL</b>	<b>\$9,850,000</b>	<b>\$1,870,153</b>	<b>\$11,720,153</b>



**Annual Budget -2024**

**Community Center Debt Service Fund**

DEPARTMENT <b>Debt Service</b>	NUMBER <b>01</b>	PROGRAM <b>Debt Service</b>	NUMBER <b>000</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
CONTRACTUAL SERVICES	2,279	2,300	2,300
DEBT SERVICES	975,682	976,860	976,856
TOTAL EXPENDITURES	977,961	979,160	979,156
<b>Personnel Schedule</b>			
Position	2022	2023	2024
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		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail	
Account Number	Account Description					
720.86	TRUSTEE FEES	2,279	2,300	2,300	Trustee fees, compliance filings	2,300
	TOTALS	2,279	2,300	2,300		



Community Center Debt Service Fund

PROGRAM Debt Service		NUMBER 01	PROGRAM Debt Service		NUMBER 000
Debt Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
760.20	DEBT SERVICE PAYMENTS	300,682	286,860	271,856	Interest 271,856
760.40	PRINCIPAL PAYMENT	675,000	690,000	705,000	Principal payment 705,000
	TOTALS	975,682	976,860	976,856	

# 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 -2024**

**Westport Plaza TIF**

DEPARTMENT <b>Debt Service</b>	NUMBER <b>01</b>	PROGRAM <b>Debt Service</b>	NUMBER <b>000</b>
<b>Program Budget</b>			
Object of Expenditure	2022 Budget	2023 Budget	2024 Budget
DEBT SERVICES	1,491,016	2,800,000	2,600,000
TOTAL EXPENDITURES	1,491,016	2,800,000	2,600,000
<b>Personnel Schedule</b>			
Position	2022	2023	2024
EMPLOYEES - FULL TIME EQUIVALENTS (FTE)	0.00	0.00	0.00



PROGRAM Debt Service		NUMBER 01	PROGRAM Debt Service		NUMBER 000
Debt Services		2022 Budget (Actual)	2023 Budget (Amended)	2024 Budget (Proposed)	Detail
Account Number	Account Description				
760.40	PRINCIPAL PAYMENT	735,000	2,000,000	2,600,000	TIF Bonds Series 2020 2,600,000
	TOTALS	1,491,016	2,800,000	2,600,000	



# 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. Marketing Assistant	NE 4
4. Marketing Communication Specialist	NE 6
5. Human Resources Generalist	NE 7
6. Deputy City Clerk/IT Laserfiche	NE 7
7. Assistant Communications Manager	NE 8

#### 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 18
4. Director Community Development	E 18

### 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

## 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

	Grade
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 13
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 Lead Concession/ Lead Front Desk Attendant	T
5. Aquaport Concession Attendant/ Front Desk Attendant	T
6. Bailiff	T
7. Building Supervisor	T
8. Bus Driver	T
9. Park Attendant	T
10. Program Director	T
11. Camp Staff	T
12. Court Aide	T
13. Customer Relations Aide	T
14. Fitness Center Attendant	T
15. Head Lifeguard	T
16. Lifeguard	T
17. Intern	T
18. Inclusion Assistant	T
19. Maintenance Aide	T
20. Personal Trainer	T
21. Play Center Attendant	T
22. Preschool Leader	T
23. Private Swim Instructor	T
24. Senior Aide	T
25. Special Event Assistant	T
26. Specialty Instructor	T
27. Sports Official	T
28. Scorekeeper	T
29. 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	35,567	36,480	37,414	38,374	39,359	40,366
NE 2	Custodian; Jailer; Mechanic Helper	41,597	42,665	43,759	44,879	46,029	47,211
NE 3	Customer Relations Specialist; Records Clerk/Administration; Police Records Clerk; Secretary/Detective Bureau	46,296	47,484	48,701	49,949	51,230	52,543
NE 4	Administrative Assistant; Court Assistant; HR/Payroll Assistant, Maintenance Trainee	48,686	49,936	51,216	52,528	53,875	55,257
NE 5	Crime Analyst; Code Enforcement Officer; Customer Relations Supervisor; Exec. Assistant; Recreation Program Specialist; Management Assistant; Maintenance Worker; Permits Coordinator; Police Records Supervisor	52,436	53,782	55,160	56,573	58,025	59,513
NE 6	Accounting Clerk; Dispatcher; Mechanic; Assistant to the Prosecutor; Marketing/Communications Specialist	57,892	59,374	60,899	62,460	64,061	65,703
NE 7	Building Inspector I; Construction Inspector; HR Generalist; Deputy City Clerk/IT Laserfiche; Engineering Technician	63,514	65,144	66,814	68,527	70,284	72,087
NE 8	Building Inspector II; Crew Leader; Assistant Communications Director	69,334	71,113	72,935	74,806	76,725	78,691
NE 9	Data Systems Tech.; Plans Examiner	74,439	76,348	78,306	80,312	82,373	84,484
PA 1	Police Recruit	48,686	49,936	51,216	52,528	53,875	55,257
PD 1	Police Officer/Detective./Comm. Supervisor	67,486	68,819	71,572	74,434	77,411	80,507
PD 2	Police Corporal/Lead Detective	69,615	72,398	75,295	78,306	81,439	84,697
PD 3	Police Sergeant	90,560	93,730	97,069	100,408	103,921	106,000

<b>Step 7</b>	<b>Step 8</b>	<b>Step 9</b>	<b>Step 10</b>
41,401	42,463	43,552	45,337

48,421	49,664	50,937	53,025
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53,891	55,273	56,690	59,017
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56,673	58,127	59,618	62,063
--------	--------	--------	--------

61,038	62,603	64,208	66,842
--------	--------	--------	--------

67,389	69,115	70,888	73,796
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73,935	75,830	77,774	80,966
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80,710	82,778	84,901	88,385
--------	--------	--------	--------

86,652	88,872	91,152	94,890
--------	--------	--------	--------

56,673	58,127	59,618	61,146
--------	--------	--------	--------

83,728	87,079	89,256	91,487
--------	--------	--------	--------

88,085	91,607	93,898	96,244
--------	--------	--------	--------

108,118	110,281	112,488	114,735
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*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	56,778	64,577	72,376
E 11	Court Administrator; Planner I; Communications Manager; Aquatics Supervisor	60,617	75,871	91,125
E 12	Planner II; Superintendent of Facilities; Superintendent of Parks; Superintendent of Recreation Facilities, Superintendent of Recreation Programs	66,914	83,629	100,344
E 13	City Planner; Deputy Building Commissioner; Project Manager; Engineer; Senior Accountant; Fleet Maintenance Supervisor	69,400	86,865	104,330
E 14	Assistant to City Administrator; Building Commissioner; City Clerk; Operations Manager	75,701	93,666	111,631
E 15	Assistant Director of Finance; IT Coordinator; HR Manager	83,316	101,381	119,447
E 16	Police Lieutenant	85,019	106,381	127,744
E 17	IT Manager; Police Captain	90,971	113,862	136,754
E 18	Deputy Police Chief; Director of Community Development; Director of Economic Development	97,338	121,833	146,328
E 19	Director of Finance; Director of Parks and Recreation	111,230	135,421	159,612
E 20	Chief of Police; Director of Public Works	119,016	143,272	167,528
E 21	City Administrator	164,146	187,173	210,201

# Position Pay Plan

## Appointed & Part-Time Positions

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

<b>Position</b>	<b>Minimum Hourly</b>	<b>Maximum Hourly</b>
Part-Time	7.85	75

*The City Administrator is authorized to establish the specific salary for exempt employees which salaries shall not be less than the minimum set forth for their respective grade nor more than the maximum set forth in this Addendum. The salaries for City Administrator and City Clerk shall be set by the Mayor and Council in accordance with the respective ranges for these positions.*

Maryland Heights Parks and Recreation Department  
 2024 Starting Rates - Please refer to this list for hires for 2024

		Step A	Step B	Step C	Step D	Step E
T1	Training	\$ 14.50				
Rec 1	Camp Counselor	\$ 14.50	\$ 14.65	\$ 14.80	\$ 14.95	\$ 15.10
Rec 1	Play Center Attendant	\$ 14.50	\$ 14.65	\$ 14.80	\$ 14.95	\$ 15.10
AP 1	Slide Attendant	\$ 14.50	\$ 14.65	\$ 14.80	\$ 14.95	\$ 15.10
AP 1	Front Desk Cashier Attendant	\$ 14.50	\$ 14.65	\$ 14.80	\$ 14.95	\$ 15.10
AP 1	Concenssion Attendent	\$ 14.50	\$ 14.65	\$ 14.80	\$ 14.95	\$ 15.10
AP 1	Ground Crew	\$ 14.50	\$ 14.65	\$ 14.80	\$ 14.95	\$ 15.10
Rec 2	Lifeguard/Swim Instructor	\$ 15.25	\$ 15.40	\$ 15.55	\$ 15.70	\$ 15.85
Rec 2	Fitness Attendant	\$ 15.25	\$ 15.40	\$ 15.55	\$ 15.70	\$ 15.85
Rec 2	Special Event Assistant	\$ 15.25	\$ 15.40	\$ 15.55	\$ 15.70	\$ 15.85
AP 2	Lifeguard/Swim Instructor	\$ 15.25	\$ 15.40	\$ 15.55	\$ 15.70	\$ 15.85
Rec 3	Customer Relations Aide	\$ 16.00	\$ 16.15	\$ 16.30	\$ 16.45	\$ 16.60
Rec 3	Inclusion Assistant	\$ 16.00	\$ 16.15	\$ 16.30	\$ 16.45	\$ 16.60
Rec 3	Head Guard	\$ 16.00	\$ 16.15	\$ 16.30	\$ 16.45	\$ 16.60
Rec 3	Park Attendant	\$ 16.00	\$ 16.15	\$ 16.30	\$ 16.45	\$ 16.60
Rec 3	Senior Aide	\$ 16.00	\$ 16.15	\$ 16.30	\$ 16.45	\$ 16.60
Rec 3	Scorekeeper	\$ 16.00	\$ 16.15	\$ 16.30	\$ 16.45	\$ 16.60
AP 3	Lead Attendant	\$ 16.00	\$ 16.15	\$ 16.30	\$ 16.45	\$ 16.60
AP 3	Head Guard	\$ 16.00	\$ 16.15	\$ 16.30	\$ 16.45	\$ 16.60
AP 3	CR Aide/AP Front Desk Cashier	\$ 16.00	\$ 16.15	\$ 16.30	\$ 16.45	\$ 16.60
Rec 4	Camp Assistant Direcor	\$ 16.75	\$ 16.90	\$ 17.05	\$ 17.20	\$ 17.35
Rec 4	Preschool Leader	\$ 16.75	\$ 16.90	\$ 17.05	\$ 17.20	\$ 17.35
AP 4	Swim Lesson Coordinator/LGI	\$ 16.75	\$ 16.90	\$ 17.05	\$ 17.20	\$ 17.35
AP 4	Pool Assistant Manager	\$ 16.75	\$ 16.90	\$ 17.05	\$ 17.20	\$ 17.35
Rec 5	Program Director	\$ 17.50	\$ 17.65	\$ 17.80	\$ 17.95	\$ 18.10
Rec 5	Bus Driver	\$ 17.50	\$ 17.65	\$ 17.80	\$ 17.95	\$ 18.10
Rec 5	Building Supervisor	\$ 17.50	\$ 17.65	\$ 17.80	\$ 17.95	\$ 18.10
AP 6	Pool Manager	\$ 19.10	\$ 19.25	\$ 19.40	\$ 19.55	\$ 19.70
Rec 6	Custodial Aide	\$ 19.10	\$ 19.25	\$ 19.40	\$ 19.55	\$ 19.70
Rec 6	Maintenance Aide (PK)	\$ 19.10	\$ 19.25	\$ 19.40	\$ 19.55	\$ 19.70

starting pay based on activity and experience

PTO	Market Manager	\$25.00-\$35.00
PTO	Specialty Instructor	\$18.00-\$75.00
PTO	Personal Trainer	\$20.00-\$60.00
PTO	Sports Official	\$18.00-\$30.00
PTO	Private Swim Lesson	\$20.00-\$30.00

*City of Maryland Heights  
 Ordinance No. 2023-4836  
 Exhibit "C" Page 1 of 1*

# Background Data

## Demographic Data

### Population

1970:	17,617
1980:	26,413
1990:	25,440
2000:	25,756
2010:	27,472
2021:	28,141

### Number of Households

1970:	6,468
1980:	8,689
1990:	10,667
2000:	11,302
2010:	13,092
2021:	12,590

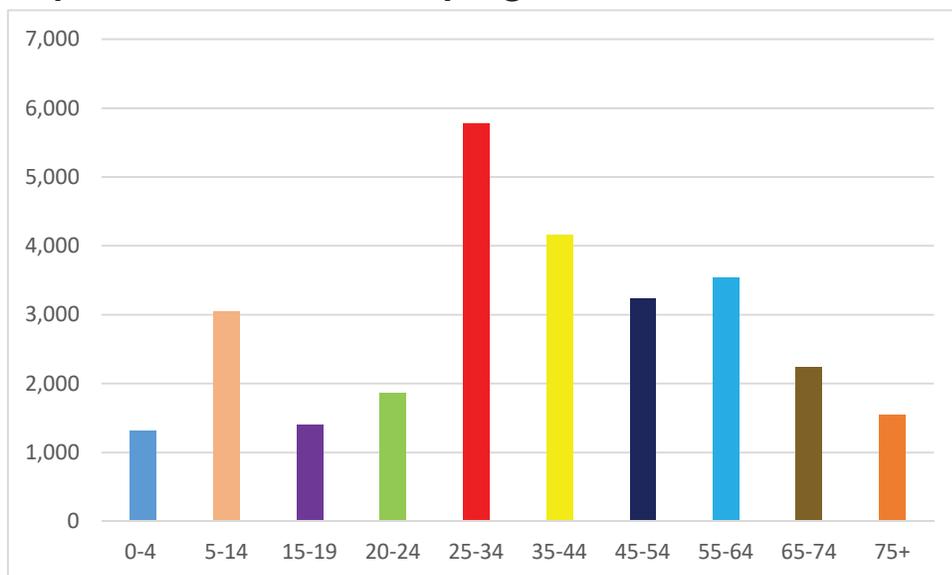
### Age Distribution (2021 estimate)

0-4 years	1,318
5-14	3,054
15-19	1,396
20-24	1,873
25-34	5,780
35-44	4,160
45-54	3,236
55-64	3,540
65-74	2,236
75+	1,584
Total	28,141

## Land Use

City land size:	23.42 square miles
Miles of city-maintained streets:	96.5
Percentage of land use by parcel	
Agricultural	18.1%
Recreational/Open Space	20.1%
Residential	18.3%
Commercial/Industrial	20.0%
Vacant Land	14.0%
Transportation and Utilities	7.1%
Institutional	2.4%
Total built commercial space:	20.7 million square feet
Total licensed businesses:	1,687

## Population Distribution by Age



People	Maryland Heights	U.S. (2021 estimate)
Median age	35.3	39.0
Male population	46.4%	49.6%
Female population	53.6%	50.4%

<b>Major Employers</b>	<b>Employed</b>
Spectrum Mid West LLC	2,094
Edward Jones	1,455
World Wide Technology	1,432
Magellan Health Services	1,350
United Healthcare of the Midwest	900
Graybar Electric Company, Inc.	690
Equifax Workforce Solutions	570
Hollywood Casino	559
Schnucks Markets, Inc.	515
Ranken Jordan Pediatric Bridge Hospital	500
Safety National Casualty Corporation	499
Elsevier, Inc.	477
Watlow Electric Manufacturing	470
Meridian Medical Technologies, Inc.	456
The Boeing Company	421
The Reliable Life Insurance Company	400
Enterprise Holdings, Inc.	400

### **Assessed Valuation (in dollars)**

2009 - 1,030,099,917	2017 - 1,073,420,572
2010 - 1,020,840,625	2018 - 1,054,934,380
2011 - 987,263,031	2019 - 1,146,483,170
2012 - 1,085,013,461	2020 - 1,161,666,200
2013 - 1,027,402,738	2021 - 1,197,817,196
2014 - 1,021,515,809	2022 - 1,220,821,450
2015 - 1,030,260,223	2023 - 1,173,757,456
2016 - 986,639,443	

# 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>
2024	705,000	271,856	976,856
2025	720,000	255,465	975,465
2026	740,000	237,755	977,755
2027	760,000	218,625	978,625
2028	780,000	198,020	978,020
2029	800,000	175,795	975,795
2030	825,000	151,920	976,920
2031	850,000	126,795	976,795
2032	875,000	100,701	975,701
2033	905,000	73,330	978,330
2034	930,000	44,771	974,771
2035	960,000	15,120	975,120
<b>TOTAL</b>	<b>\$9,850,000</b>	<b>\$1,870,153</b>	<b>\$11,720,153</b>

## Industrial Development Authority Revenue Bonds

*The IDA revenue bonds are unrated.*

<i>Year</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2024	820,000	2,593,616	3,413,616
2025	925,000	2,554,634	3,479,634
2026-2029	4,895,000	9,723,727	14,618,727
2030-2034	7,435,000	10,704,155	18,139,155
2035-2039	9,440,000	8,599,563	18,039,563
2040-2044	12,080,000	5,905,149	17,985,149
2045-2049	17,265,000	2,481,775	19,746,775
<b>Total</b>	<b>\$52,860,000</b>	<b>42,562,619</b>	<b>95,422,619</b>

Issued in 2018, Industrial Revenue Bonds financed the construction of the St. Louis Community Ice Center. The Ice Center is accounted for in an Enterprise Fund, not included in the budget document. Pursuant to a financing agreement the governmental funds will, subject to annual appropriation, pay \$175,000 per year and backstop up to \$625,000 per year toward the debt service. These payments are included in the budget as transfers to the Ice Center Fund.

## 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 2024 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
<b>Total</b>	<b>\$19,435,000</b>		<b>Total</b>	<b>2,600,000</b>

Payments of principal and interest will be equal to available incremental revenues received each year.

# Glossary

## Terms Used in This Budget

**Account Number** - A numerical code identifying revenues and expenditures by fund, department, activity, type, and object.

**Accrual Basis** - The basis of accounting under which revenues are recorded when they are earned (whether or not cash is received) and expenditures are recorded when goods and services are received (whether or not cash is disbursed).

**Activity** - A specific and distinguishable service or effort of a departmental program.

**Advance** - A loan between funds for the purpose of providing budgetary resources on a temporary basis with the expectation of repayment.

**Amortize** - To gradually reduce (or pay) the cost or value of a debt or asset.

**Appropriation** - An authorization granted by the City Council to make expenditures and to incur obligations for purposes specified in the budget.

**Assessed Valuation** - The value set on real estate or other property as a basis for levying a tax.

**Asset** - A resource which has monetary value and is owned or held by the city.

**Audit** - An examination made to determine whether the city's financial statements are presented fairly in accordance with GAAP.

**Balanced Budget** - A financial plan that appropriates funds no more than the total of all resources that are expected to be available for a specific period of time.

**Bond** - A contract to pay a specified sum of money (the principal or face value) at a specified future date or dates (maturity) plus interest paid at an agreed percentage of the principal. Maturity is usually longer than one year.

**Budget** - A comprehensive plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

**Capital** - An expenditure for a good that has an expected life of more than one year and the cost of which is in excess of \$5,000. Capital items include real property, office equipment, furnishings and vehicles.

**Capital Improvement Program (CIP)** - A five-year fiscal and planning device which provides a tool for monitoring all capital project costs, funding sources, impact on future operating costs, and departmental responsibilities. All capital improvements and major capital asset investments that have a total cost of over \$100,000 are included in the plan.

**Carryover** - That part of the fund balance which may be utilized as a source of funds in the current budget. (See "Fund Balance")

**Cash Reserves** - Unreserved, undesignated fund balances representing expendable available financial resources.

**Commodities** - Expendable items that are consumable or have a short life span. Examples include office supplies, gasoline, minor equipment and asphalt.

**Contingency** - An appropriation of funds to cover unforeseen circumstances that occur during the fiscal year such as flood emergencies, extraordinary snowstorms, etc. Also used to meet revenue shortfalls.

**Contractual Services** - An expenditure for services performed by private firms or other governmental agencies. Examples include legal services, utilities and insurance.

**Debt** - An obligation of the city resulting from the borrowing of money, including bonds and notes.

**Deficit** - The amount a specific fund's expenditures (including outgoing operating transfers) exceed revenues in a given year.

**Department** - The primary administrative unit in city operations. Each is directed by a department head. Departments are generally composed of divisions and programs that share a common purpose.

**Designated Fund Balance** - Management's intended use of available expendable financial resources in governmental funds reflecting future plans.

**Detail** - Explanations and/or calculations used to justify the budget request.

**Encumbrance** - Budget authority that is set aside when a purchase order or contract is approved.

**Enterprise Fund** - A propriety fund in which the activities are supported wholly or primarily by charges and fees paid by the users of the services similar to that of a private-sector business.

**Expenditure** - Current operating expenses requiring the present or future use of current assets or the incurrence of debt.

**Full-Time Equivalent (FTE)** - An employee position converted to the decimal equivalent of a full-time position based on 2080 hours per year.

**Fund** - A fiscal accounting entity with a self-balancing set of accounts recording cash and other financial resources that are segregated for the purpose of carrying on specific activities or attaining certain objectives.

**Fund Balance** - The equity of a fund. Oftentimes incorrectly referred to as "surplus." Each fund begins the fiscal year with a positive or negative fund balance.

**GAAP** - Generally Accepted Accounting Principles, uniform minimum standards of state and local governmental accounting and financial reporting set by the Governmental Accounting Standards Board (GASB).

**Geographic Information System (GIS)** - A visualization technology, which provides a way to electronically plot data from a database onto a digital map. A GIS allows users to see a graphical representation of a database query on a map, or overlain on an aerial photo which is easier to interpret than raw data.

**Goal Met** - A goal status indicating a goal stated in the previous year's budget was accomplished as described.

**Governmental Fund** - Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities except those accounted for in proprietary or fiduciary funds.

**Grant** - A payment of money from one governmental unit to another for a specific service or program.

**In Progress** - A goal status indicating a goal stated in the previous year's budget has not yet been completed but is expected to be met by the close of the fiscal year.

- Incremental Revenues** - The increase of revenues from the base year of a specific redevelopment district.
- Line Item** - The uniform identifications of goods or services purchased; sub-unit of objects of expenditure. For example: salaries, postage, equipment rental.
- Not met** - A goal status indicating a goal stated in the previous year's budget has not been completed as described.
- Note** - A written promise to pay a specified amount to a specific person at a specific time, usually less than one year.
- Modified Accrual** - The basis of accounting under which revenues are recorded when they are earned (whether or not cash is received) and expenditures are recorded when goods and services are received (whether or not cash is disbursed).
- Object of Expenditure** - Category of items to be purchased. The unit of budgetary accountability and control (personnel services, contractual services, commodities, and capital).
- Ongoing** - A goal status indicating a goal stated in the previous year's budget requires continued action and has no foreseeable conclusion (i.e. goal of maintaining equivalent of one year's operating expenses in reserve does not receive a "Goal Met" status but rather an "Ongoing" status as it is continued from year to year).
- Operating Transfer** - A transfer of equity between funds as a means of paying for current year services provided by one fund to another. For example, the city's General Fund provides management services for capital improvements to the Stormwater and Capital Improvement Funds. Those funds transfer assets to the General Fund for their share of the cost.
- Personnel Services** - All costs associated with employee compensation. For example: salaries, pension, health insurance.
- Position** - A job title authorized by the city's classification plan and approved for funding by the budget.
- Program** - A budgetary unit that encompasses specific and distinguishable lines or work performed by an organizational unit. For example: Police Administration, Roads and Bridges, Central Services.
- Program Effectiveness Measures** - Qualitative and quantitative measures of work performed; used to determine how effective or efficient a program is in achieving its objectives.
- Revenue** - Sources of income financing the operations of the city. An increase in fund balance caused by an inflow of assets, usually cash.
- Skill based pay** - A remuneration system in which employees are paid wages on the basis of number of job skills they have acquired.
- Surplus** - The amount that a specific fund's revenues (and incoming operating transfers) exceeds expenditures in a given year.
- TIF** - Tax Increment Financing; a statutorily defined program to provide financial incentives to developers of blighted land using the net incremental taxes produced by new development to pay for public improvements in a designated district.

**Transfer** - A movement of monies from one fund, department, activity, or account to another. This includes budgetary funds and/or movement of assets. (See “Operating Transfer” and “Advances”)

**Undesignated Fund Balance** - Available expendable financial resources in a governmental fund that are not the object of tentative management plans (i.e. designations).

**Unencumbered Funds** - That portion of a budgeted fund which is not expended or encumbered.

**User Charge** - The payment of a fee for direct receipt of a public service by the party benefiting from the service.

**Withdrawn** - A goal status which indicates the goal was nullified at some point during the previous budget year.

# Frequently Used Abbreviations & Acronyms

**3CMA**

City-County Communications & Marketing Association

**APA**

American Planning Association

**APCO**

Association of Public Safety Communications Officials

**APWA**

American Public Works Association

**ASLA**

American Society of Landscape Architects

**BLR**

Business and Legal Resources

**BOCA**

Building Officials & Code Association

**CAFR**

Comprehensive Annual Financial Report

**CALEA**

Commission on Accreditation of Law Enforcement Agencies

**CDBG**

Community Development Block Grant

**CIP**

Capital Improvement Plan

**COVID-19**

2019 Novel Corona Virus Disease

**DARE**

Drug & Alcohol Resistance Education

**FBI**

Federal Bureau of Investigation

**FBINA**

Federal Bureau of Investigation National Academy

**FEMA**

Federal Emergency Management Association

**GASB**

Governmental Accounting Standards Board

**GFOA**

Government Finance Officers Association of the U.S. & Canada

**GIS**

Geographic Information System

**IACP**

International Association of Chiefs of Police

**IALEFI**

International Association of Law Enforcement Firearms Instructors

**ICMA**

International City/County Management Association

**ICSC**

International Council of Shopping Centers

**IEDC**

International Economic Development Council

**IFMA**

International Facility Management Association

**IHIA**

International Homicide Investigators Association

**IIMC**

International Institute of Municipal Clerks

**LEIU**

Law Enforcement Intelligence Unit

**LETSAC**

Law Enforcement Traffic Safety Advisory Council

**MABOI**

Missouri Association of Building Officials & Inspectors

**MEDC**

Missouri Economic Development Council

**MEDFA**

Missouri Economic Development Financing Association

**MML**

Missouri Municipal League

**MPCA**

Missouri Police Chiefs Association

**MPRA**

Missouri Parks & Recreation Association

**MSHP**

Missouri State Highway Patrol

**NAEIR**

National Association for the Exchange of Industrial Resources

**NAC**

National Association of Concessionaires

**NAPWDA**

North American Police Work Dog Association

**NENA**

National Emergency Number Association

**NLC**

National League of Cities

**NRPA**

National Recreation & Park Association

**OPEB**

Other Postemployment Benefits

**PAFR**

Popular Annual Financial Report

**PRIMA**

Public Risk Insurance Management Association

**PRSA**

Public Relations Society of America

**REJIS**

Regional Justice Information System

**RSMo**

Revised Statutes of the State of Missouri

**SAFE**

Selected Areas for Enforcement

**SEMA**

State Emergency Management Association

**SLACMA**

St. Louis Area City/County Management Association

**SRO**

School Resource Officer

**TIF**

Tax Increment Financing

**UCPS**

University Center for Public Safety

**UMSL**

University of Missouri — St. Louis

**VLT**

Video Lottery Terminal



# Capital Improvement Program

# Capital Improvement Plan

***Road  
to the Future***

2024-2028



City of  
Maryland  
Heights





## City of Maryland Heights CAPITAL IMPROVEMENT PROGRAM 2024-2028

### **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 \$21,428,000. Additionally, some projects were started prior to 2024 and/or extend beyond 2028 and would increase the total capital costs to \$30,432,000. The first year of the Program will be incorporated into the capital portion of the FY2024 Budget. The remaining four (4) years will serve as a financial plan for capital investments. The CIP complements the Annual Budget and is updated each budget cycle.

The City is pursuing a program to upgrade all City streets functionally classified as "collector roads". In addition, the City Council has plans to continue to upgrade unimproved residential "local" streets and add sidewalks in residential areas. Storm water improvement projects are recommended by the Storm Water Advisory Commission using their adopted rating system.

### **ORGANIZATION OF THE CIP**

The CIP's organization permits a comprehensive treatment of all pending capital projects. The major portion of the program contains the individual project descriptions, organized by categories set forth in the Strategic Plan and program areas corresponding to the Annual Budget. Each project sheet contains information regarding the description, existing conditions, funding, benefits and impact on operating costs of each project.

**FINANCING THE CIP**

The following funding sources may be used to finance a project in the CIP:

- Advance from Reserve - The flow of budgetary funds and the timing of capital project expenditures can cause shortfalls in the funds used for capital projects. The City's Reserve Fund is utilized to advance funds (cash) in order to finance these situations on a short-term basis.
- Available Funds - Cash currently available in one of the City's operating funds.
- Grants - Funding provided to the City by other governmental entities.
- Leasehold Revenue Bonds - To finance certain municipal facilities the Maryland Heights Public Facilities Authority may issue bonds to fund projects and lease the facilities to the City in exchange for annual debt service payments.
- Miscellaneous Sources - Funding sources that do not fall within one of the above categories. When a project lists this as a source of funding, a further description of the funding can be found in the narrative section of the project sheet.
- Private Contributions - Payments by private property owners or developers for public capital facilities (such as storm water facilities and streets) that support or enhance their property or project.
- Special Assessment - Long term borrowing for localized projects repaid through user charges or taxes that are generated within the area of the improvements.
- Tax Increment Financing - Funding provided by incremental taxes resulting from new development in a designated Tax Increment Financing (TIF) District.

City policy provides that 30% of gaming taxes are allocated to the Capital Improvement Fund.



### **RELATIONSHIP BETWEEN THE OPERATING BUDGET AND CIP**

Whenever the City commits to a capital project, there is an associated long-range impact on operating funds. Most capital projects affect future operating budgets either positively or negatively by influencing maintenance costs or by providing capacity for new services to be offered. Such impacts vary widely from project to project and, as such, are evaluated individually during the process of assessing project feasibility. The amount of impact is categorized as: Positive, Negligible, Slight, Moderate or High.

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

Construction management services are performed by City staff and are budgeted in the General Fund. An operating transfer is budgeted from the funds that contain capital projects to the General Fund. Consequently, the CIP includes the cost of these services.

### **INFLATIONARY IMPACT ON ESTIMATES**

An inflation rate of 3% per year is assumed on the estimated cost of all projects included in the CIP. The main funding source, gaming taxes, has no inflationary growth associated with the projected revenues since a significant component is a flat tax on admissions. The casino operator advises the City of likely annual changes in the market and/or market share. A 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.

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

	Total Cost	Prior To 2024	2024	2025	2026	2027	2028	Beyond 2028
CAPITAL IMPROVEMENT FUND	28,018	602	4,220	2,815	3,740	2,980	5,259	8,402
STREETLIGHTING FUND	114	0	7	7	34	32	34	0
PARKS FUND	2,300	0	89	486	575	575	575	0
<b>TOTAL EXPENDITURES</b>	<b>30,432</b>	<b>602</b>	<b>4,316</b>	<b>3,308</b>	<b>4,349</b>	<b>3,587</b>	<b>5,868</b>	<b>8,402</b>

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## **COLLECTOR STREET PROJECTS**

**The collector street system provides land access and traffic circulation within residential neighborhoods, commercial and industrial areas. Urban collector systems may penetrate neighborhoods, distributing trips from the arterials through the area to the ultimate destination. Collector streets also collect traffic from local streets in residential neighborhoods and channel it into the arterial street system.**

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**CAPITAL IMPROVEMENT PROGRAM (DRAFT 08/28/2023)**  
**CAPITAL IMPROVEMENT FUND**  
*Estimated Expenditure (000's)*

PROJ. #	PROJECT NAME	2024	2025	2026	2027	2028	Total 2024-2028	Prior to 2024	Beyond 2028	Total Cost
<b>COLLECTOR STREET PROJECTS</b>										
	Fee Fee Road (Dorsett Road to Midland Avenue)					400	400		2,400	2,800
	Creve Coeur Mill Road (Hwy 141 to Waterworks Road)					150	150		1,000	1,150
<b>LOCAL STREET PROJECTS</b>										
	DeRuntz Ave.			300	250	1,800	2,350		1,800	4,150
141	Sidewalk Construction	275	50	140	70	286	821		1,057	1,878
	Gill/Hedda/Broadview/Daley	375	155	1,375	605	313	2,823		2,610	5,433
<b>PRESERVATION/ENHANCEMENT PROJECTS</b>										
004	Pavement Maintenance Concrete Streets, Sidewalks & Asphalt (Repl./CrkSeal)	1,000	1,000	1,000	1,000	1,000	5,000			5,000
126	Public R/W - Property Enhancements (Trees, Entryway and Wayfinding Signage)	50	50	50	50	50	250			250
<b>ROADWAY SUBTOTAL EXPENDITURES</b>		<b>1,700</b>	<b>1,255</b>	<b>2,865</b>	<b>1,975</b>	<b>3,999</b>	<b>11,794</b>	<b>0</b>	<b>8,867</b>	<b>20,661</b>
<b>FACILITIES/EQUIPMENT</b>										
079	Equipment Replacement	130	150	200	170	200	850			850
<b>FACILITIES/EQUIPMENT SUBTOTAL EXPENDITURES</b>		<b>130</b>	<b>150</b>	<b>200</b>	<b>170</b>	<b>200</b>	<b>850</b>	<b>0</b>	<b>0</b>	<b>850</b>
<b>STORMWATER PROJECTS</b>										
262	12059 Autumn Lakes Drive	215					215	70		285
	2829 Briarcote Lane (west of street, rear of property)	95		120			215			215
244	Breezmont Tributary		140		290		430			430
	Edgeworth Avenue north terminus			160	35	300	495			495
264	11465 Essex Avenue (north of street, east of property)	100					100	55		155
260	12102 Glenpark Drive (west of street, rear of property)	85					85	42		127
	2860 Hathaway Avenue (south of street, rear of property)			115		185	300			300
252	11814 Jonesdale Court (east of street, rear of property)	225					225	65		290
	2706 Lakeport Drive (north of street, rear of property)		155				155			155
242	Metro Tributary (w/o Metro Blvd. to w/o Millwell Drive)				225		225		595	820
	Rule Place Lane		260				260	100		360
	Smoke Rise Tributary					290	290		740	1,030
	Terry Avenue	140	580				720	106		826
263	2703 Wagner Place	1,100					1,100	164		1,264
	2325 Wesford Drive (west of street, rear of property)	160					160			160
240	Project Monitoring/Maintenance of Mitigation Areas per USACE	20	20	20	20	20	100			100
<b>STORMWATER SUBTOTAL EXPENDITURES</b>		<b>2,140</b>	<b>1,155</b>	<b>415</b>	<b>570</b>	<b>795</b>	<b>5,075</b>	<b>602</b>	<b>1,335</b>	<b>7,012</b>
	Construction Management Services	250	255	260	265	265	1,295			1,295
<b>TOTAL FUND EXPENDITURES</b>		<b>4,220</b>	<b>2,815</b>	<b>3,740</b>	<b>2,980</b>	<b>5,259</b>	<b>19,014</b>	<b>602</b>	<b>10,202</b>	<b>29,818</b>
<b>SOURCES OF FUNDING</b>										
	Allocation from Gaming Revenue	2,950	2,950	2,950	2,950	2,950	14,750			
	Federal STP Grant - Adie Road (Dorsett Road to Lindbergh Blvd.)	820					820			
	Balance in fund at beginning of year	2,777	2,327	2,462	1,672	1,642				
<b>TOTAL FUNDING SOURCES</b>		<b>6,547</b>	<b>5,277</b>	<b>5,412</b>	<b>4,622</b>	<b>4,592</b>	<b>15,570</b>			
<b>Balance End of Year</b>		<b>2,327</b>	<b>2,462</b>	<b>1,672</b>	<b>1,642</b>	<b>(667)</b>				



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**ROADS and BRIDGES**  
 PROJECT  
**FEE FEE ROAD**  
**(Dorsett Road to Midland Avenue)**

**Description**

This project involves the reconstruction of Fee Fee Road from Dorsett Road to Midland Avenue. The existing street will be reconstructed using concrete pavement. The three lane section will be extended from Grape Avenue to near Fee Fee Road. The sidewalks will be reconstructed to be ADA compliant. An application for funding will be submitted to East-West Gateway Council of Governments for future constructions costs.

**Existing Condition**

The existing asphalt pavement is beginning to show signs of aging. In addition the street narrows from three lanes to two lanes near Grape Avenue before widening back to three lanes.

**Goals**

- Upgrade aging asphalt pavement.
- Widen narrow section of Fee Fee Road.
- Provide improved safety condition for both motorists and pedestrians.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2024	2025	2026	2027	2028	Beyond 2028*
\$2,800,000						\$400,000	\$2,400,000

\*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  
**CREVE COEUR MILL ROAD  
 RE-SURFACING**  
**(Water Works Road to  
 St. Louis County Soccer Park**



**Description**

The project involves the asphaltic overlay of the existing Creve Coeur Mill Road. The overlay road will have a 24 foot wide section.

**Existing Condition**

The existing segment of Creve Coeur Mill Road needs to be resurfaced based on the condition rating.

**Goals**

- Improve storm water drainage from the road.
- Improve the pavement condition.
- Provide for improved safety conditions with a new driving surface.

**Impact:** Positive



Total	Expended To Date	2024	2025	2026	2027	2028	Beyond 2028*
\$1,150,000						\$150,000	\$1,000,000

\*Project Complete

**Funding Source: Available Funds**

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

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## **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	2024	2025	2026	2027	2028*	Beyond 2028
\$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	2024	2025	2026	2027	2028	Beyond 2028*
\$1,878,000		\$275,000	\$50,000	\$140,000	\$70,000	\$286,000	\$1,057,000

\* 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.

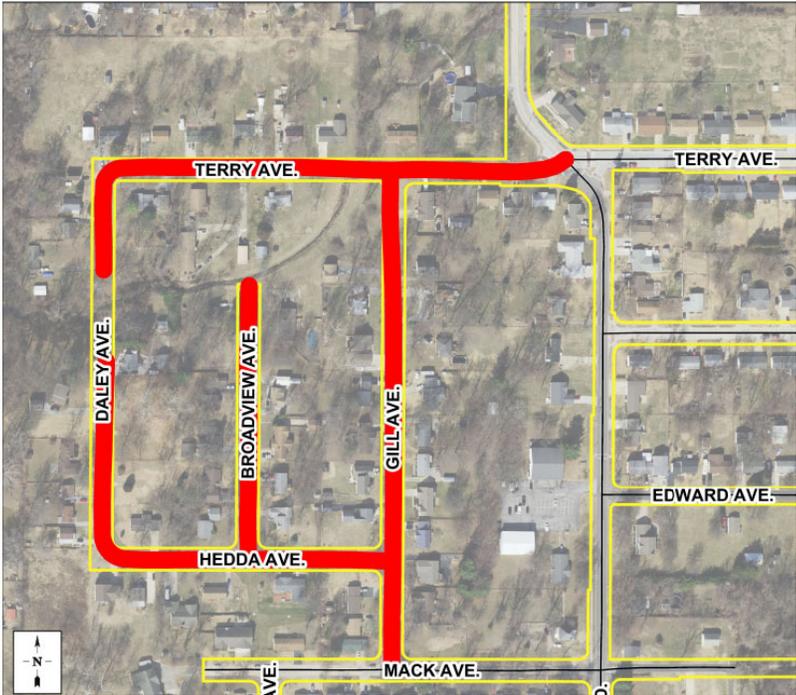
**Existing Condition**

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**

Total	Expended To Date	2024	2025	2026	2027	2028	Beyond 2028*
\$5,433,000		\$375,000	\$155,000	\$1,375,000	605,000	\$313,000	\$2,610,000

\*Project Completed

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund

**PRESERVATION  
AND  
ENHANCEMENT PROJECTS**



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**ROADS and BRIDGES**  
 PROJECT  
**PAVEMENT MAINTENANCE  
 CONCRETE STREETS, SIDEWALKS  
 & ASPHALT STREETS  
 (Resurfacing/Cracksealing)**

**Description**

The program involves the replacement of deteriorated sections of concrete pavement and cracksealing of concrete pavement. In addition, the program includes annual resurfacing of asphaltic pavement and microsurfacing of asphaltic streets based on pavement condition surveys.

**Existing Condition**

The City has over 120 lane miles of concrete pavement. It is necessary to continue an annual replacement program to maintain a satisfactory condition for these pavements. The City also has approximately 28 miles of asphalt streets with varying conditions. This program will enhance the present condition and longevity of these streets.



**Goals**

- Enhance pavement condition and riding surface.
- Extend the life of asphalt streets.
- Provide a safe environment for motorists using the City's streets.
- Maintain property values.

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2024	2025	2026	2027	2028	Beyond 2028
\$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	2024	2025	2026	2027	2028	Beyond 2028
\$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.

## **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**

This dump truck will be an addition to the Public Works fleet. The smaller size allows for easier snow removal on cul-de-sacs and narrow streets.

**Goals And Impacts**

- Provide improved snow removal in cul-de-sacs and narrow pavement..

**Impact:** Positive



**Funding Schedule**

Total	Expended To Date	2024	2025	2026	2027	2028	Beyond 2028
\$850,000		\$130,000	\$150,000	\$200,000	\$170,000	\$200,000	

\* 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.



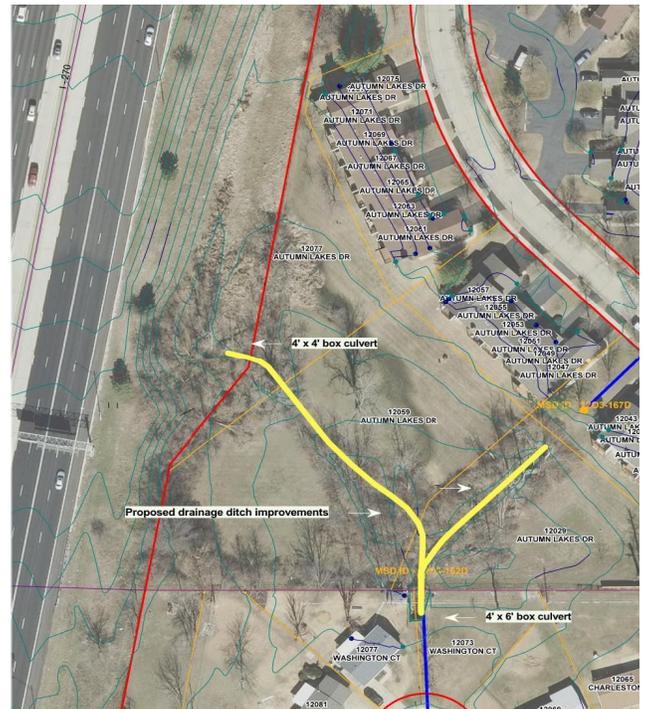
**Existing Condition**

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	2024*	2025	2026	2027	2028	Beyond 2028
\$285,000	\$70,000	\$215,000					

\* Project Complete

**Funding Source: Available Funds**



DEPARTMENT  
**PUBLIC WORKS**  
PROGRAM  
**STORM WATER**  
PROJECT

**2829 BRIARCOTE LANE**  
**(WEST OF STREET, NEAR OF PROPERTY)**

**Description**

This project provides for the construction of a new storm sewer system to intercept and convey storm-water that flows along the rear of the site. The system would consist of approximately 205' of 12" reinforced concrete pipe or approved alternative, multiple area inlets and other appurtenances. It would connect to an existing storm sewer system located along the side property line between 2825 and 2829 Briarcote Lane.



**Existing Condition**

Stormwater runoff emanating from twelve (12) residential lots located north and west of this location flows to the rear of the property where it is redirected by a retaining wall and pavement area to the lower yard. The runoff is frequently excessive and has entered the split level home at 2829 Briarcote Lane through a lower door opening, resulting in extreme water damage to the structure. There is also minor yard erosion along the north side property and the rear yard of an adjoining property. An existing area inlet located in the rear southwest corner of the property is ineffective in intercepting this flow due to its location.

**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



2829 Briarcote Lane

**Funding Schedule**

Total	Expended To Date	2024	2025	2026*	2027	2028	Beyond 2028
\$215,000		\$95,000		\$120,000			

\* 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	2024	2025	2026	2027*	2028	Beyond 2028
\$430,000			\$140,000		\$290,000		

\* 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	2024	2025	2026	2027	2028*	Beyond 2028
\$495,000				\$160,000	\$35,000	\$300,000	

\* 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)



**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.

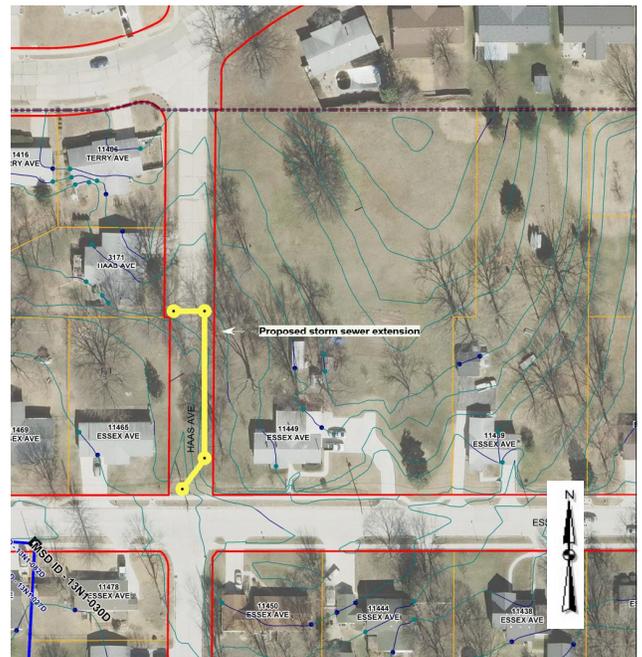
**Description**

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.

**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	2024*	2025	2026	2027	2028	Beyond 2028
\$155,000	\$55,000	\$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  
**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.

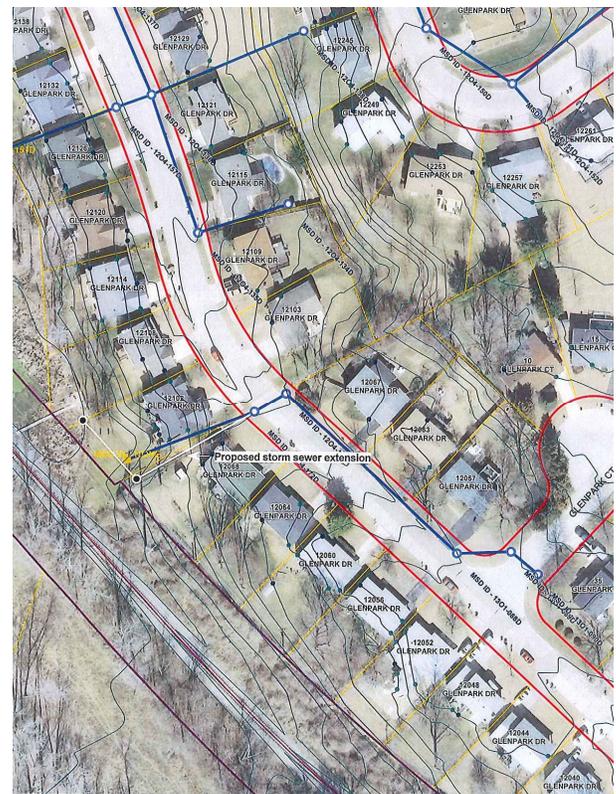
**Existing Condition**

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	2024*	2025	2026	2027	2028	Beyond 2028
\$127,000	\$42,000	\$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  
**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.

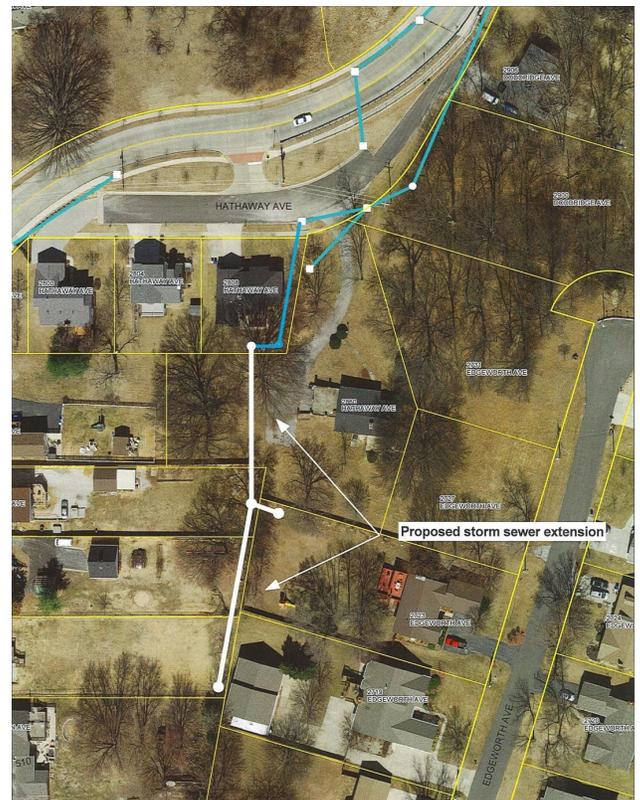
**Existing Condition**

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	2024	2025	2026	2027	2028*	Beyond 2028
\$300,000				\$115,000		\$185,000	

\* 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 channel extending through the McKelvey Park Subdivision. The improvement consists of approximately 460' of 12" 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	2024*	2025	2026	2027	2028	Beyond 2028
\$290,000	\$65,000	\$225,000					

\* 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.

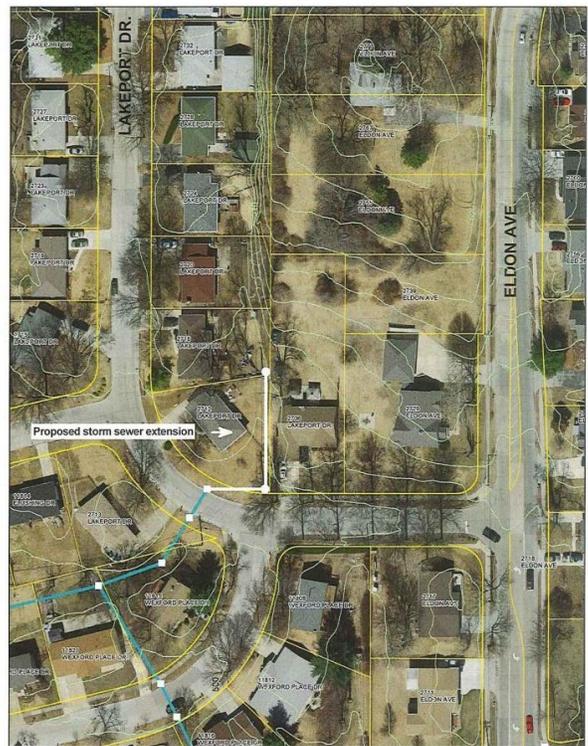
**Existing Condition**

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 Drive 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	2024	2025*	2026	2027	2028	Beyond 2028
\$155,000			\$155,000				

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



**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

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.



**Funding Schedule**

Total	Expended To Date	2024	2025	2026	2027	2028	Beyond 2028*
\$820,000					\$225,000		\$595,000

\* 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 the northern edge of the Rule Place Subdivision and also 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.



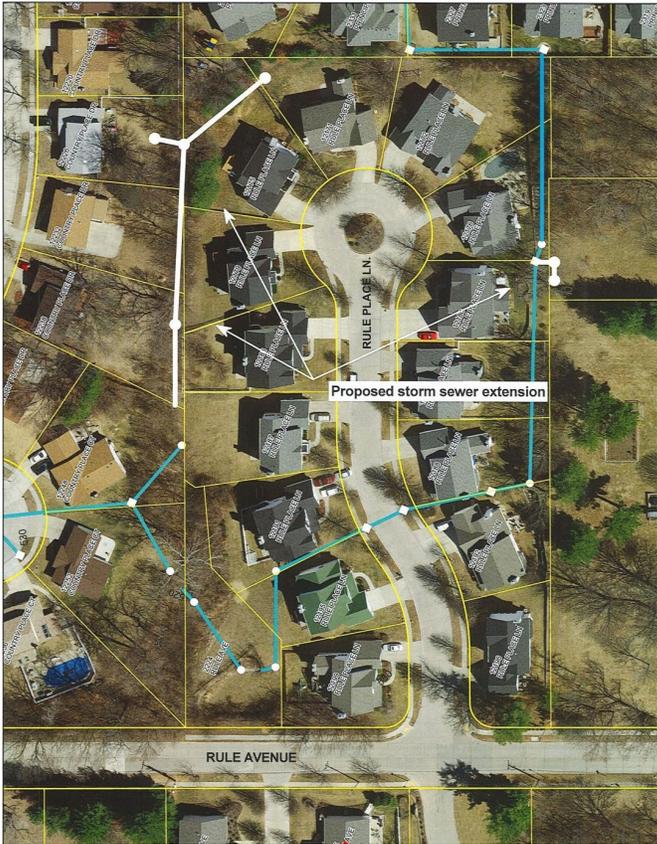
**Existing Condition**

Stormwater runoff from a drainage area that extends to the north and east is conveyed across the rear of several residential properties located on the north side of Rule Place Lane. The overland flow 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.

**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	2024	2025*	2026	2027	2028	Beyond 2028
\$360,000	\$100,000		\$260,000				

\* 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**

**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.



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**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	2024*	2025	2026*	2027	2028	Beyond 2028*
\$1,030,000						\$290,000	\$740,000

\* 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	2024	2025*	2026	2027	2028	Beyond 2028
\$826,000	\$106,000	\$140,000	\$580,000				

\* 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.

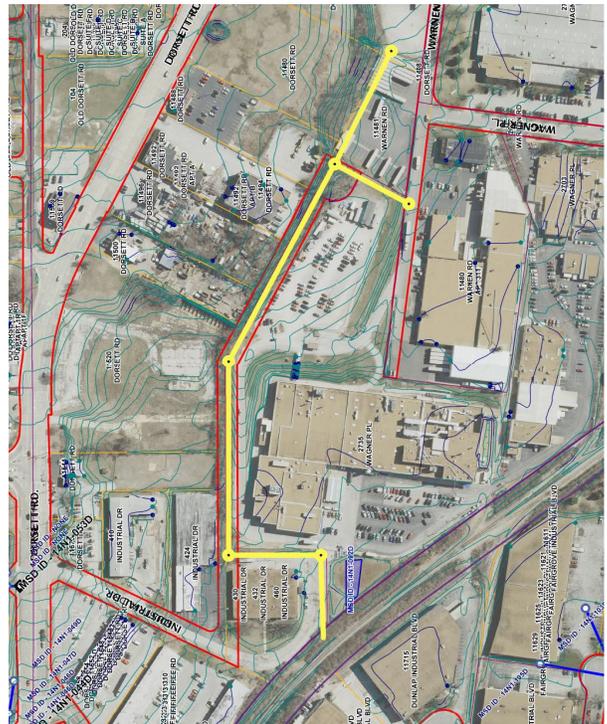
**Existing Condition**

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	2024*	2025	2026	2027	2028	Beyond 2028
\$1,264,000	\$164,000	\$1,100,000					

\* Project Complete

**Funding Source: Available Funds**

This project would be funded from the Capital Improvement Fund.



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**STORM WATER**  
 PROJECT  
**2325 WESFORD DRIVE**  
 (West of Street, Rear of Property)

**Description**

This project provides for the construction of a new storm sewer system to intercept and convey stormwater that flows along the rear and north side of the site. The system would consist of approximately 120' of 12" reinforced concrete pipe or approved alternative and appurtenances. It would connect to an existing storm sewer system located along the side property line between 2321 and 2325 Wesford Drive.

**Existing Condition**

Stormwater runoff emanating from all directions flows to the rear of this property, which is a collection point for the water as a low point in the local neighborhood. The runoff is frequently excessive and has entered a rear basement stairwell of the home on at least one occasion and caused water damage to the structure. The property owner has placed sandbags and other physical barriers along the north rear side of the house in an effort to divert the flow, which has seemingly prevented additional flooding.

**Goals**

- Eliminate or reduce erosion, structure and yard flooding and associated risks 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	2024*	2025	2026	2027	2028	Beyond 2028
\$160,000		\$160,000					

\* Project Complete  
**Funding Source: Available Funds**  
 This project would be funded from the Capital Improvement Fund.



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# STREET LIGHTING

<b>CAPITAL IMPROVEMENT PROGRAM</b>						
<b>STREETLIGHTING FUND</b>						
<b>Estimated Expenditures (000s)</b>						
	2024	2025	2026	2027	2028	Total 2024-2028
<b>PROJECTS</b>						
De Runtz Avenue Road Improvements Project				31		31
Gill/Hedda/Broadview/Daley Road Improvement Project - Phase 1 (Gill, Mack)			27			27
Gill/Hedda/Broadview/Daley Road Improvement Project - Phase 2 (Broadview, Daley, Hedda, Terry)					27	27
Local Streets	1	1	1	1	1	5
Sidewalk Project - Colonial Drive	6					6
Sidewalk Project - Dawn Valley Drive, Dawn Hill Drive		6				6
Sidewalk Project - Grand Circle Drive					6	6
Sidewalk Project - Rule avenue (Ameling Road to Rule Hill Court)			6			6
<b>TOTAL STREETLIGHTING EXPENDITURES</b>	<b>7</b>	<b>7</b>	<b>34</b>	<b>32</b>	<b>34</b>	<b>114</b>

<b>SOURCES OF FUNDING</b>					
Allocation from 1/2 percent Utility Tax	0	0	0	0	0
Balance in fund at beginning of year	1,000	993	986	952	920
Transfer to Capital Improvement Fund					
<b>TOTAL STREETLIGHTING FUNDING SOURCES</b>	<b>1,000</b>	<b>993</b>	<b>986</b>	<b>952</b>	<b>920</b>
<b>Balance End of Year</b>	<b>993</b>	<b>986</b>	<b>952</b>	<b>920</b>	<b>886</b>



DEPARTMENT  
**PUBLIC WORKS**  
 PROGRAM  
**STREETLIGHTING**  
 PROJECT

**STREET LIGHTING PROJECTS**

**Description**

Funds from the Street Lighting Fund will be used to install new street lighting or upgrade existing lighting on City, County or State roadway facilities that are reconstructed. Projects will be selected annually by the Council.

**Existing Condition**

Street lighting along these roadways does not exist or needs to be upgraded to be in conformity with new roadway construction projects.



**Goals**

- Improve nighttime visibility.
- Provide a safe environment for motorists and pedestrians.
- Improve image of City.

**Impact:** Negligible

**Funding Schedule**

Total	Expended To Date	2024	2025	2026	2027	2028	Beyond 2028
\$114,000		\$7,000	\$7,000	\$34,000	\$32,000	\$34,000	

See prior page for five year expenditures.

**Funding Source: Available Funds**

These projects would be funded from the Street Lighting Fund.

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# PARKS FUND

**CAPITAL IMPROVEMENT PROGRAM  
PARKS**

Estimated Expenditures (000s)

	2024	2025	2026	2027	2028	Total 2024-2028	Prior to 2024	Beyond 2028	Total Cost
<b>PROJ. #      PROJECT</b>									
Vago Park Large Playground		319				319	0	0	319
Parkwood Park Swing Replacement	89					89	0	0	89
Vago Park Convert Sand Volleyball Court to Pickleball Courts		167				167	0	0	167
Vago Park Splash Pad Rehab			575			575	0	0	575
Eise Park Splash Pad Rehab				575		575	0	0	575
Eise Park Playground, Surfacing and Restroom Renovations					575	575	0	0	575
<b>TOTAL PARKS EXPENDITURES</b>	<b>89</b>	<b>486</b>	<b>575</b>	<b>575</b>	<b>575</b>	<b>2,300</b>	<b>0</b>	<b>0</b>	<b>2,300</b>

<b>SOURCES OF FUNDING</b>						
Transfer from Capital Improvement Fund						
Transfers from Reserve Fund						
Municipal Parks Grant	89	486	575	575	575	2,300
Park Fund Balance for Capital	0	0	0	0	0	
<b>TOTAL PARKS FUND SOURCES</b>	<b>89</b>	<b>486</b>	<b>575</b>	<b>575</b>	<b>575</b>	<b>2,300</b>

<b>Balance End of Year</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**Existing Condition**

The large playground in the front of Vago 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
- Install new safety surface around the play equipment.

**Impact:** Positive

*DEPARTMENT*  
**PARKS AND RECREATION**  
*PROGRAM*  
**FACILITIES DEVELOPMENT**  
*PROJECT*  
**VAGO PARK**  
**LARGE PLAYGROUND**

**Description**

Replace the dated and worn playground equipment at Vago Park and install new safety surface.



**Funding Schedule**

Total	Expended To Date	2024	2025*	2026	2027	2028	Beyond 2028
\$319,000			\$319,000				

\*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	2024*	2025	2026	2027	2028	Beyond 2028
\$87,000		\$89,000					

\*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 sand volleyball courts are an underutilized space in the park.

**Goals**

- Provide outdoor lighted pickleball space for the community.
- Repurpose an underutilized space in the park by converting it to a sport that is growing in popularity.
- Removal of the sand will benefit the splash pad by keeping sand out of the filtration system.

**Impact:** Positive

DEPARTMENT  
**PARKS AND RECREATION**  
PROGRAM  
**FACILITIES DEVELOPMENT**  
PROJECT  
**VAGO PARK**  
**PICKLEBALL COURTS**

**Description**

Convert the sand volleyball space to two lighted concrete pickleball courts.



**Funding Schedule**

Total	Expended To Date	2024	2025*	2026	2027	2028	Beyond 2028
\$167,000			\$167,000				

\*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**

Vago Park Splash Pad was installed in 2013 and is a dated system. The recirculating pump, filtration and technology are out dated and in need of replacement. The surface for the splash pad is concrete and placing a surface that is more slip resistant would provide a safer environment for the users.

**Goals**

- Update the features of the splash pad.
- Update the recirculating system with more advanced technology.
- Update the play surface to provide a safer play environment.

**Impact:** Positive

DEPARTMENT  
**PARKS AND RECREATION**  
PROGRAM  
**FACILITIES DEVELOPMENT**  
PROJECT  
**VAGO PARK  
SPLASH PAD REHAB**

**Description**

Update the dated splash pad features and recirculation system and update the play surface to provide a safer play environment.



**Funding Schedule**

Total	Expended To Date	2024	2025	2026*	2027	2028	Beyond 2028
\$575,000				\$575,000			

\*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.

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

**Goals**

- Update the features of the splash pad.
- Install a recirculating system to reduce the water consumption.

**Impact:** Positive

**Description**

Update the dated splash pad features at Eise Park along with installing a recirculating pump and filtration system to treat the water used at the splash pad to reduce the water consumption.



**Funding Schedule**

Total	Expended To Date	2024	2025	2026	2027*	2028	Beyond 2028
\$575,000					\$575,000		

\*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.
- Renovate the dated restroom facilities for all users

**Impact:** Positive



*DEPARTMENT*  
**PARKS AND RECREATION**  
*PROGRAM*  
**FACILITIES DEVELOPMENT**  
*PROJECT*  
**EISE PARK**  
**PLAYGROUND, SAFETY SURFACE**  
**AND RESTROOM RENOVATION**

**Description**

Replace the dated and worn playground equipment at Eise Park and install new safety surfacing. Renovate the dated restroom facilities for all users.



**Funding Schedule**

Total	Expended To Date	2024	2025	2026	2027	2028*	Beyond 2028
\$575,000						\$575,000	

\*Project Complete

**Funding Source: Available Funds**

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