City of Webster Groves

Annual Budget - Fiscal Year 2019

CITY OF
WEBSTER GROVES
MISSOURI

ANNUAL BUDGET
FISCAL YEAR 2019

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July 1, 2018

Honorable Mayor and City Council Members:

This is the Fiscal Year (FY) 2018-19 budget as adopted. This transmittal letter is intended to provide a general summary of the overall financial condition of the City and details highlights for the upcoming fiscal year. In our budget work session and public hearing, we provided details on operating requests, reviewed the conditions of various funds, provided highlights, and discussed capital items recommended for the coming years. The City remains fiscally sound and the General Fund budget balances revenues and expenditures.

The adopted annual budget is not in need of explanations of unusual funding strategies or tactics. A balanced budget was adopted for the year we are in, but projections are once again tracking very tightly, so we developed this budget after a great deal of scrutiny. Property values and the economy are healthy, and building in Webster Groves reflects that, but our take is similar to what it has been the past few years and that is internet shopping, the abandonment of telephone land lines, practically non-existent interest income, cheap natural gas, and the installation of efficient systems, among other phenomena, combine to constrict meaningful operational revenue growth in Webster Groves. In fact, we are projecting no significant revenue growth, other than what is related to Proposition P, and by far the biggest culprit is descending sales tax revenues. The impact of what has to substantially be internet shopping is universally under-projected, somewhat mysterious, and without meaningful legislative rebuttal. Nevertheless, the nature of our community and its stable population, conscientious public stewards, and typically reasonable requests of the departments help us survive nicely during times of fiscal challenges and you should expect zero negative changes on the operational side of things. Our healthy capital accounts will continue to bring progress and pride as this planning yields amenities timely and beneficial to our community.

The Budget is presented in a number of sections. Importantly, the Capital Improvement Program (CIP) is towards the back. It projects expenditures for large and durable goods out five years. The introductory section following this letter contains a summary of fiscal policies, specific information regarding budgetary procedures, and an explanation of the City's long-term debt. The fund summaries section contains an overview of anticipated revenues and expenditures for each. The revenue narrative section explains our major sources of revenue and provides ten years of collection data. The six departmental budgets of course make up much of the detail, and there is a glossary of terms and supplemental information in the appendix. It is the completeness and quality of content that has resulted in receipt of the Distinguished Budget Award from the Government Finance Officers Association 11 years running.

General Highlights

The largest funds and general roll up are highlighted below. Each fund continues to contain a healthy reserve.

--Total revenues are estimated at $24,522,570 with expenditures estimated at $25,141,302. Expenditures are purposely budgeted to exceed revenues and will draw off balances in some of our capital improvement funds as we continue to keep up with infrastructure needs. A majority of this difference is attributable to needed building and equipment improvements and replacements and ongoing storm water and street improvement projects. The City is also experiencing a higher than average use of sewer lateral funds within the past few years and though the City Council resisted adjustments, the discussion needs to occur again.

--General Fund expenditures are projected at $16,902,960 with revenues and transfers in anticipated to be close to the same level. The budget year we are in contained a balanced proposal at about $17,190,725. The projected General Fund reserve balance for the end of the year we are currently in is $11,232,796.

--Capital Improvement Program expenditures proposed for the upcoming year total $3,914,847 with the overall Program total for the five years equaling $15,878,819. The CIP draws funding primarily from Capital Improvements Sales Tax, Parks and Storm Water Sales Tax, and outside grant support. Not all capital expenditures planned will occur precisely as projected due to failure to obtain grants, adjusted priorities and techniques, and improving, or potentially deteriorating, scenarios. Fund balances vary throughout the five years, but never drop below healthy.

--The Street Improvement Fund provides operational support for the Public Works Department. Reserves in this Fund usually remain stable around $300,000. Considering the purpose of the assessment and method of collection, there is little reason or need to stockpile larger reserves. The Fund balance is anticipated to be $1,423,931 at June 30, 2018. This is due to the fact that the City completed all projects connected to the Proposition W referendum in 2011 at a cost less than projected. The City has these funds remaining to address additional street projects.

Operating Expenditure Highlights

Highlights of the operational expenditures that are unique or of annual consequential impact:

--An across-the-board pay increase will be effective July 1 at 1.5%. The all items Consumer Price Index increase for the 12 months ending in March of 2018 was 2.4%. We have budgeted an additional average merit-based increase of 1.5% to be earned January 1, 2019. The January raise is curved based on performance and is how we move employees through their pay ranges. There is one new police officer in the Budget.

--Health insurance rates will increase 2% in the upcoming fiscal year. We have now joined the SLAIT (St Louis Area Insurance Trust) health group and expect positive results such as this. The expenses associated with our 6th year of participation in the Missouri LAGERS pension

program are included in the budget document, which is a reduction in the employer contribution of .3% for general employees, 1.5% for uniformed police officers, and .6% for uniformed fire personnel from the prior year. Liability and Workers Compensation insurance with SLAIT is expected to increase by 7% for the new year. Life and Accidental Death and Dismemberment insurance for full-time staff will remain the same.

--Police Shared Services of $410,364 support the East Central Dispatch Center (ECDC), a consortium now dispatching for eight cities. The City's GIS shared-services agreements with Maplewood and Ellisville also are beneficial as they support a full time-position with joint funding. The City of Maplewood and Ellisville funds this position at approximately 20 hours per week. We of course still have GIS needs and the employee, so this works out very beneficially for us.

--Bidding out for services is anticipated to generate a little more revenue for the City and provide more effective services for the upcoming year specifically for ambulance billing services. The City will also be seeking the assistance of a collection agency to collect on past due receivables with approval of the City Council.

--The City also anticipates receipt of a Parks Grant in 2019 for restoration and improvements at Memorial Field. This would allow the City to tackle issues of significance long in need of being addressed.

--Salt use was fairly unremarkable this past winter and appropriate funding is budgeted to replenish salt and related supplies at about the level we started the current year.

--Noteworthy operational-type purchases within departmental budgets include the installation of an irrigation system for the City Hall grounds ($10,000), another attempt at repairing the exterior walls of the Council Chambers ($5,000) which leads to the interior wall problems we have, and the replacement of garage door openers for the sally port and all the fire doors ($6,850). The annual replacement of some of the mobile data terminals for Police ($15,000), a new speed/traffic survey trailer ($13,500), another surveillance camera ($13,000) and new carpeting for some high traffic areas of Fire House 1 ($5,500). The replacement of the meeting room blinds at the Rec Center ($7,000), 2 new hands free dryers and several sinks ($3,400), pool deck furniture ($4,400), pre-function area furniture ($2,500), a couple of spinning bike computers ($1,000), 2 substantial 8-inch valves integral to the proper functioning of the ice arena ($9,000), and the replacement of an ancient dump trailer ($8,000). Software licenses are expensive and $30,817 worth of Microsoft licenses are due next year and we are in need of a couple battery backup replacements for servers as well ($5,000).

--There is a budget allocation of $21,225 for Communications activities. This includes marketing, mailers and social media activities including an uptick in our efforts. There is a $5,500 allocation for the Arts Commission relative to a contribution toward the Lockwood Arts Corridor/Community Arts Alliance as well as funding to establish a plan for the display of student work (stipend, prep work, materials, etc.) for the empty pad in the Sculpture Garden**.** There is also a $5,500 allocation for the Historic Preservation Commission for another year of the successful speaker series and a recognition display, including fabrication and installation. A nominal plug number of $2,000 is allocated for the Sustainability Commission, for matters such as the compost bin grant that was successfully administered this year.

Capital Improvement Program

The Capital Improvement Program (CIP) contains the most costly and durable of our purchases. This is a five-year plan that generally includes items costing more than $25,000 we intend to keep roughly ten years or more. There are exceptions, such as police vehicles, which we bundle and include for information and because we spend more than $25,000 in total. The CIP is a "plan" and modifications are sometimes necessary to react to changing conditions, but overall it is a reliable tool and alert system for looming large ticket items.

Many meaningful improvements arrive in the upcoming fiscal year. Noteworthy is that each of the police officers will be equipped with a body camera. This will help minimize the dispute of material facts relative to incidents. We have allocated $26,000 for an evidence/asset digital management tracking system. The current method is manual with paper logs and hard copies. A normal complement of police vehicles is in the CIP plus one to accompany the additional officer. The CIP also contains the replacement of the 2007 Fire battalion chief command vehicle. It is the daily response vehicle and serves as the mobile command center. Also as far as equipment, there is a front-end loader which mostly stays in the yard and moves salt, rock, and backfill materials budgeted to replace a 12-year-old model. We have traffic signal replacements scheduled for four intersections over the next two years to upgrade 20-year-old equipment and meet current ADA requirements. We have been studying mid-block crossing conditions and some funds are included to potentially install pedestrian activated signals where warranted. A temporarily disruptive, but beneficial project that should be well-received is the mill and overlay of Lockwood Ave from Elm to Big Bend including ramp improvements. Another is the replacement of deteriorated pavement on Marshall Ave between Bompart and Big Bend. This is a substantially grant-funded project estimated at $554,410, which includes new sidewalks where none exist. The mill and overlay program will continue and there are some significant storm water projects scheduled for the upcoming year. The lights were installed at the pool in 1995 and the budget includes funds to upgrade them to LED and inspect the integrity of each pole. The 25-year-old fire and security system at the Recreation Center is budgeted for replacement and this includes the fire and smoke detection, piping and sprinklers and the installation of parking lot security cameras. There is, of course, also a large tennis court project for which we hope to attain a Park Improvement Grant. Planning begins also for a fitness studio addition to the Recreation Center and some storage for the Parks Division at the Service Center a bit down the road.

There are other future requests in or new to the CIP worth noting including the replacement of what will be 10 year-old Self-Contained Breathing Apparatus in 2020. A new ambulance is scheduled for 2022. We drive them six years and over 100,000 miles. The street sweeper is still in great shape, but by 2023 we will need a new one. Controls become obsolete and regulations change and by 2021 the City Hall elevator will get a makeover and the next year, the one at the Recreation Center. A major uplift in Crossroads along Big Bend hopefully comes to fruition in 2021 with the receipt of a federal grant. The Blackburn Park asphalt trail will turn 18 come 2020 and replacement is scheduled followed by the replacement of the playground the next year. The MILO system is essentially an indoor interactive shooting range that simulates interaction with situations of varying degrees of stress and intensity integral to police officer training. Ours will be 15 years old by 2020, no longer sporting warranty or support, and will need to be replaced. The CIP contains many more items and is a substantial portion of the budget located at the back of the document.

Supplemental Information

Major Funds

Below are the major funds of the City with the planned expenditures for FY19 and an estimated reserve at year-end:

	Estimated FY19 Expenditures	Estimated FY19 Year-End Reserve
General Fund	$16,902,960	$ 11,235,736
Street Improvement Fund	$ 877,063	$ 1,270,668
Capital Improvement Sales Tax Fund	$ 2,168,004	$ 350,520
General Obligation Debt Service Fund	$ 1,182,500	$ 2,183,691

Department Expenditure Comparison

Below is a comparison of FY19 General Fund budgets for each department as compared to FY18. Overall expenditures as proposed are increasing 1.6% from the current year's budget.

	FY 18 (Budget)	FY 18 (Estimated)	FY 19 (Budget)
General Government	$ 2,522,135	$2,490,828	$2,589,081
Police	$ 4,841,972	$4,792,110	$4,959,074
Fire	$ 4,192,553	$4,112,858	$4,059,318
Public Works	$ 1,969,792	$1,889,425	$1,866,061
Parks & Recreation	$ 2,705,585	$2,618,724	$2,690,029
Planning & Development	$ 695,061	$ 731,091	$ 739,397
Total Expenditures	**$16,927,098**	**$16,635,036**	**$16,902,960**

Debt Service and Retirement

Outlined below is the FY19 principal and interest payment and year of retirement of the debt currently owed by the City. The Street Improvement Bonds are paid through a designated general obligation property tax levy approved by voters in 2011. The Shoppes at Old Webster Tax Increment Financing debt was paid off in March 2018, which was three years earlier than the expected debt retirement date. Retirement of the TIF debt provides additional property taxes to the City in successive years of about $40,000 and a much smaller amount in sales taxes and gross receipts taxes.

	FY 19 Payment	Year of Debt Retirement
Street Improvement General Obligation Bonds	$1,180,650	2025
TOTAL	**$1,180,650**	

Outlook

The fiscal stability of this organization has been based on knowing who we are and proceeding thoughtfully. I say that over and over. As a result, we navigate through varied financial times reasonably seamlessly usually without layoffs, program cuts, or the draining of reserves. It takes an organization-wide commitment to this program of gradual progress, careful planning and review, and efficient execution to maintain our viability.

Balancing the operational aspect of the General Fund remains our biggest challenge and that is likely to continue. In the past we may have not gotten everything we want, but we have received what we need. This sales tax challenge/mystery and the nervousness brought every time the Jefferson City attack is in session grows more daunting and this has been amongst the most challenging years to construct a satisfying product. It is good we are forced to be conscientious of course, but rest assured, we have no choice. Proposition P does provide relief on the public safety side and thank goodness for that. Building permits show no sign of slowing down, intergovernmental revenue is steady, and court revenue is somewhat recovering. We have business inquiries, developments, and some significant multi-family housing additions are seemingly on the way. With little debt, our housing stock, our financial reserves, and our habits, we sparkle with everyone from Moody's on down. Capital planning across all facilities and equipment is long in place and, though adjustments necessarily occur, is a fairly reliable process. You'd be surprised at some of what doesn't go on around you in similar entities. Our level of reserves allows Council contemplation of giving back to the community through projects and/or acquisition and I encourage those discussions. Our level of reserves allows Council contemplation of giving back to the community through projects and/or acquisition and I encourage those discussions. Yes, that sentence is in there twice on purpose. You might consider bold and defensible steps to help us to enhance our vibrancy. Expect to have a good year.

Acknowledgments

My thanks to all the fine staff members who contribute to this complex endeavor. Their commitment to bringing attention to the needs of the community and figuring out the most effective ways to respond is evident. Special thanks go to the department directors and Finance Manager, Eileen Meyer. We express our gratitude to the City Council for the attention and consideration our ideas and recommendations always receive and their unwavering common sense leadership.

Respectfully Submitted,

Steven J. Wylie
City Manager

Joan Jadali
Assistant City Manager/
Director of Finance and Administration

Reader's Guide to the Budget

Reader's Guide to the Budget
This guide is intended to help the reader understand what information is available in the budget and how it is organized. The FY 2018-19 budget document consists of fourteen separate sections. Below is an explanation of the major sections of the budget:

Table of Contents-Provides page numbers to locate sections within the budget document.

Transmittal Letter-The City Manager's Transmittal Letter that summarizes many of the critical issues addressed in the budget.

Introduction
The Introduction consists of the following items:

- **Principal Officials**-This lists the Mayor, City Council Members, and Senior Staff of the City.
- **City Organizational Chart**-Provides a city-wide organizational chart. An organizational chart by department is also provided in each section of the budget to provide more detail.
- **Mission Statement**-The statement is a written declaration of the City's core purpose and focus.
- **Budget Presentation Award**-The City has been presented the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA) for the Fiscal Year 2018. That was the eleventh consecutive year the City received this award.
- **Fiscal Policies**-The City's fiscal policies describe the City's financial goals along with policies addressing the operating budget, revenues and expenditures, cash and investment policy, debt policy, capital improvements policy, and fund balance policy.
  Summary of Significant Accounting Policies-This section describes the financial reporting entity, fund accounting, the measurement focus and basis of accounting, cash and cash equivalents, fund equity and encumbrances.
  Summary of Significant Budgetary Procedures-This section identifies the budget components, budget basis, budget preparation procedures, budget amendment process, defines a balanced budget, identifies the City's fiscal year, and explains the City's fund structure.
- **Budget Calendar**-The calendar describes the process for preparing, reviewing, and adopting the budget for the coming year.
- **Bonded Debt Schedule**-This overview describes the debt and provides a picture of the City's indebtedness.
- **Fund Descriptions**-This section describes the funds and identifies their main revenue sources with both narrative and graphs.
- **Long-Range Financial Plans**-A listing of long-range financial plans is included with other long-term planning processes in this area of the budget document. Details provided here regard Financial Planning, Proposition W Street Improvement Efforts, the City's Vehicle Replacement Plan, Storm Water Improvement Efforts, Transportation and Environmental Impacts, and Sustainability Efforts and Planning.

Fund Summaries
This section of the budget provides a comprehensive overview of the FY2018-19 budget, with consolidated data in the beginning of this section. Individualized data by fund follows. Included are

tables for both revenues and expenditures. Detailed information on revenues is provided in this section, specifically regarding general fund revenue (which is broken down by line item). However, expenditures are identified by line item in each of the departmental budgets.

Revenue Narrative

An overview of the major sources of revenue received by the City is explained here with ten years of data. The starting point for an overall approach is certain assumptions regarding inflation, population changes, and assessed valuations. These factors are weighed along with historical trends, economic forecasts, regulatory decisions, weather and foreseeable development within the City.

Personnel Summary

This summary provides a full-time personnel summary for all positions budgeted within the City.

Executive/Legislative

This section presents information on the budgets for the Mayor and Council, Boards & Commissions, City Manager, Legal Services and City Clerk. It consists of the following items:

- Departmental Organizational Chart
- Departmental Performance Indicators
- Expenditure Budgets for Each Program-Mayor and City Council, Boards & Commissions, City Manager, Legal Services, and City Clerk

Finance & Administration

This section presents information on the budgets for Human Resources, Municipal Court, Finance, Information Technology, Customer Service, Risk Management, General Government Capital Improvement, and the Police and Fire Pension Trust. It consists of the following items:

- Departmental Organizational Chart
- Departmental Performance Indicators
- Expenditure Budgets for Each Program-Human Resources, Municipal Court, Finance, Information Technology, Customer Service, Risk Management, General Government Capital Improvement, and the Police and Fire Pension Trust

Police Department

This section presents information on the budgets for the Police Department, Police Shared Services, Police Capital Improvement, and Police Grants. (Police Shared Services is a budget for participation in an organization known as East Central Dispatch Center. It is a formal organization of eight cities providing professional dispatching services.) This section includes the following items:

- Departmental Organizational Chart
- Departmental Performance Indicators
- Expenditure Budgets for Each Program-Police Operations, Police Shared Services, Police Capital Improvement, and Police Grants Expenditures

Fire Department

This section presents information on the budgets for the Fire Department and Fire Capital Improvement Expenditures. This section includes the following items:

- Departmental Organizational Chart

- Departmental Performance Indicators
- Expenditure Budgets for Each Program-Fire Operations, Fire Capital Improvements

Public Works Department
This section presents information on the budgets for the Public Works Department including Public Works Administration/Engineering, Street Maintenance, Garage, City Hall Complex, Service Center, Street Improvement, Street Projects, Public Works Capital Improvement, Public Works Grants, Sanitary Sewer Lateral Repair, and Storm Water Improvement Expenditures. This section includes the following items:

- Departmental Organizational Chart
- Departmental Performance Indicators
- Expenditure Budgets for Each Program-Public Works Administration/Engineering, Street Maintenance, Garage, City Hall Complex, Service Center, Street Improvement, Street Projects, Public Works Capital Improvement, Public Works Grants, Sanitary Sewer Lateral Repair, and Storm Water Improvement Expenditures

Parks & Recreation Department
This section presents information on the budgets for the Parks and Recreation Department including Parks, Recreation, Aquatic Center, Ice Arena, Fitness, Parks Business Districts, Park Improvement Fund, Parks & Recreation Capital Improvement, and Parks & Recreation Grants. This section includes the following items:

- Departmental Organizational Chart
- Departmental Performance Indicators
- Expenditure Budgets for Each Program-Parks, Recreation, Aquatic Center, Ice Arena, Fitness, Parks Business Districts, Park Improvement Fund, Parks & Recreation Capital Improvement, and Parks & Recreation Grants

Planning & Development Department
This section presents information on the budgets for the Planning and Development Department including Planning, Code Enforcement, Planning Capital Improvement, the Old Webster Taxing District, the Old Orchard Taxing District, and the Crossroads Taxing District. This section includes the following items:

- Departmental Organizational Chart
- Departmental Performance Indicators
- Expenditure Budgets for Each Program- Planning, Code Enforcement, Planning Capital Improvement, the Old Webster Taxing District, the Old Orchard Taxing District, and the Crossroads Taxing District

Debt Service
This section provides information on the current debt-related expenditures for the City.

Capital Improvement Program
A comprehensive amount of information is provided in this section for the City's 5-year Capital Improvement Program (CIP). This section includes the following items:

- Description
- Summary and Project List-A summary is provided depicting the annual cost of the CIP program for each of the five years and identifies each individual project by fund.

- Projects-Each project is individually presented. A description, justification, project cost and funding source is presented along with a picture of the project. Also identified is the year in which the project is anticipated to occur.

Appendix

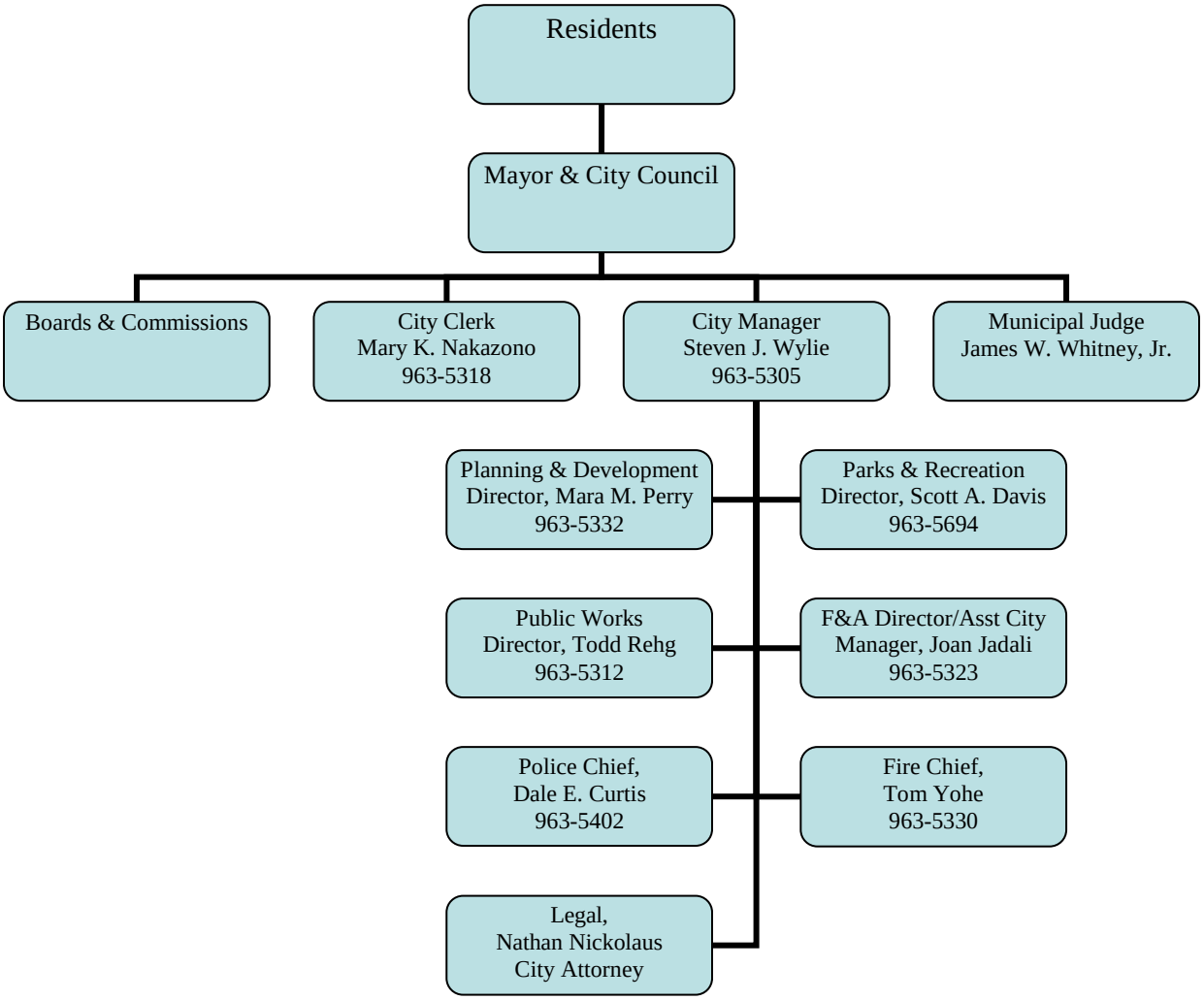
This section provides various information regarding the City not provided elsewhere in the budget document that may be of interest to the reader. It includes historical, financial, and demographic information regarding the City.

- A History of our Community
- Property Tax Rates-Provides detail on the residential property tax bill as well as the City share of the residential property tax bill
- Assessed Value of Taxable Property-Identifies ten years of data regarding the assessed value of taxable property. This includes residential, commercial, personal property, and railroad and utility property.
- Principal Property Taxpayers-This identifies the principal property taxpayers based on the taxable assessed value of their property and compares it to data from nine years ago.
- Sales Tax Rate-The sales tax rate charged by Webster Groves businesses is provided here.
- Statistical and Demographic Data-Data ranging from the number of sworn police officers and sworn firefighters to the percentage of individuals with a graduate degree are listed here.
- Glossary
- Acronyms

Principal Officials

Mayor	Gerry Welch
City Council	Matt Armstrong
	Laura Arnold
	Sebastian (Bud) Bellomo
	Pam Bliss
	David Franklin
	Frank Janoski
City Administration	Steven J. Wylie, City Manager
	Joan Jadali, Asst. City Mgr/Director of Finance
	Dale E. Curtis, Police Chief
	Tom Yohe, Fire Chief
	Todd Rehg, Director of Public Works
	Mara M. Perry, Director of Planning & Development
	Scott A. Davis, Director of Parks & Recreation
	Nathan Nickolaus, City Attorney
	Mary K. Nakazono, City Clerk

Organizational Chart



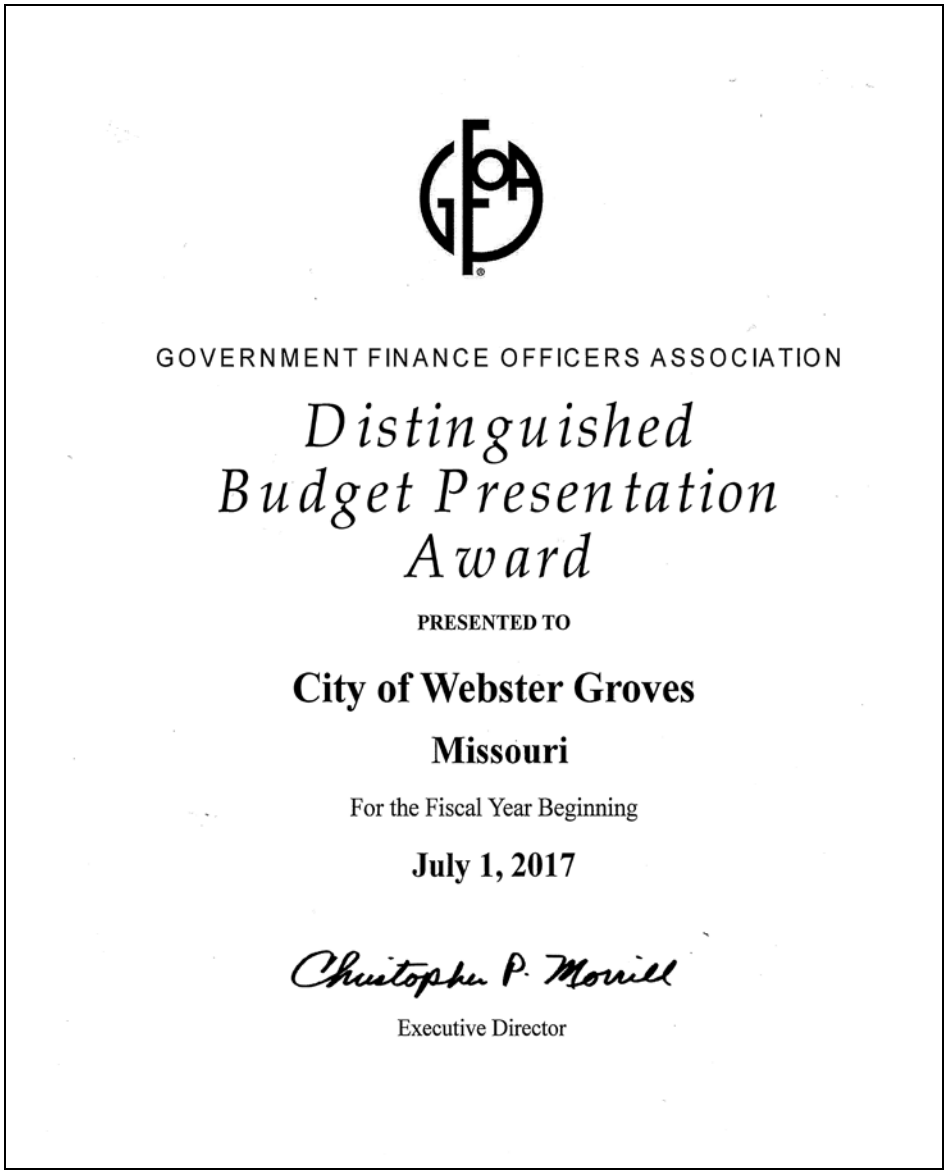
CITY OF WEBSTER GROVES
MISSION STATEMENT

Webster Groves is committed to providing professional, efficient, and responsible services; and to working with citizens to enhance its position as a premier place to live, work, and raise a family in a traditional yet progressive community.

BUDGET PRESENTATION AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Webster Groves for its annual budget for the fiscal year beginning July 1, 2017. This is the City's eleventh consecutive award. In order 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 device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Webster Groves

Missouri

For the Fiscal Year Beginning

July 1, 2017

Christopher P. Morrill

Executive Director

FISCAL POLICIES

A. Purpose

The City of Webster Groves (the City) has an important responsibility to its citizens to carefully account for public funds, to manage municipal finances wisely and to plan for the adequate funding of services and facilities required and desired by the public. The purpose of establishing a set of fiscal policies is to ensure the public's trust is upheld. By adopting a set of fiscal policies, the City will be establishing the framework under which it will conduct its fiscal affairs, ensuring that it is and will continue to be capable of funding and providing outstanding local government services.

The fiscal policies of the City of Webster Groves have specific objectives designed to ensure the fiscal health of the City. These objectives are:

1. To maintain Council policy-making ability by ensuring that important fiscal decisions are not driven by emergencies or financial problems.
2. To provide Council information so that policy decisions can be made timely and accurately.
3. To provide sound financial principles to guide Council and management in making decisions.
4. To employ revenue policies which attempt to prevent undue reliance on a single source of revenue and which distributes the cost of municipal services fairly among all programs.
5. To protect and maintain the City's credit rating.
6. To ensure legal compliance with the budget through systems of internal control.

B. Revenue Policy

1. The City will continually engage in efforts designed to both broaden and diversify its revenue base to prevent revenue shortfalls due to reliance on a single revenue source.
2. All existing and potential revenue sources will be reviewed annually to ensure revenue trends are kept current.
3. One-time revenues will be used only for one-time expenditures. The City will avoid using temporary revenues to fund ongoing services.
4. Monthly reports comparing actual to budgeted revenues will be prepared by the Finance Department and presented for administrative review.
5. User charges and fees will be established at a level related to the cost of providing the service.

C. Operating Policy

1. When necessary, the City will institute expenditure controls in an attempt to ensure that current operating expenditures/expenses will not exceed current operating revenues.
2. Monthly reports comparing actual to budgeted expenditures/expenses will be prepared by the Finance Department and presented for administrative review.
3. The City will maintain a competitive pay structure for its employees.
4. The annual financial report and the annual budget shall be submitted to the Government Finance Officers Association for the purpose of obtaining the awards presented in each category.

D. Accounting Policy

1. The City will use generally accepted accounting principles (GAAP) in all external financial records and transactions. These principles will be monitored and updated as mandated by the Governmental Accounting Standards Board.
2. An independent annual audit will be performed by a public accounting firm, which will issue an official opinion on the annual financial statements and a management letter detailing areas needing improvement.
3. Full disclosure will be provided in the financial statements and bond representations.
4. Financial systems will be maintained to monitor revenues and expenditures/expenses on a monthly basis, with an analysis and adjustment of the Annual Budget at appropriate times.
5. The Finance Department will monitor the financial systems with reports presented monthly for administrative review.
5. The City will annually submit documentation to obtain the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.

E. Cash and Investment Policy

1. The City of Webster Groves will invest idle funds in obligations of the United States Treasury and United States agencies, obligations of the State of Missouri, or the City itself, time deposit certificates and repurchase agreements as authorized by state statutes of Missouri.
2. Public funds will be invested in a matter which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds.
3. The City will monitor compliance with the City's Investment Policy that stipulates the objectives, delegation of authority, ethics and conflicts of interest, authorized financial dealers and institutions, authorized and suitable investments, collateralization, safekeeping and custody, diversification, maximum maturities, internal controls, performance standards, and reporting requirements.

F. Debt Policy

The City of Webster Groves enacted a comprehensive Debt Management Policy during the 2008/09 fiscal year. These policies were implemented to standardize and rationalize the issuance and management of debt. The policies apply to all general and limited obligation debt issued by the City of Webster Groves, including bonds, notes, leases, debt guaranteed by the City, and any other forms of indebtedness. This policy has several criteria, and below is a short listing of some of the main factors:

1. The City will not issue debt to finance operating expenditures.
2. Capital projects, financed through bond proceeds, shall be financed for a period not to exceed the useful life of the project.
3. The City will follow the bonded indebtedness requirements as limited by Sections 95.115 and 95.120 of the Missouri Revised Statutes (1986) to 10% of the assessed value of taxable tangible property.

G. Capital Improvement Policy

1. The City will prepare for the Council's adoption annually, a five year Capital Improvement Program (CIP) which will detail each capital project, the estimated cost, the description, and funding source. Future operating costs associated with new capital improvements will be projected and included in the operating budget forecast.
2. The City will determine and use the most effective and efficient method for financing all new capital projects.

H. Fund Balance Policy

The City of Webster Groves enacted a Fund Balance Policy during the 2009/10 fiscal year. A new policy was enacted on 4/19/2011 for technical revisions due to GASB 54 compliance. These policies were implemented to ensure financial security through the maintenance of a healthy reserve fund that guides the creation, maintenance, and use of resources for financial stabilization purposes. The policies apply to the general fund, which is the main operating fund of the City. The City's basic goal is to maintain annual expenditure increases at a conservative growth rate, and to limit expenditures to anticipated revenues in order to maintain a structurally balanced budget.

The Fund Balance of the City's General Fund has been accumulated to provide stability and flexibility to respond to unexpected adversity and/or opportunities. The target is to maintain a rolling beginning fund balance of not less than 50% of annual operating expenditures for the current fiscal year. Should the balance fall below 50%, the City will identify a plan to restore the Fund Balance to its target amount as part of the budget proposal.

The City's basic goal is to maintain annual expenditure increases at a conservative growth rate, and to limit expenditures to anticipated revenues in order to maintain a structurally balanced budget. The decision to retain a fund balance of not less than 50% of operating expenditures stems from the following considerations:

- This amount provides adequate funding to cover approximately 6 months of operating expenses.
- It provides the liquidity necessary to accommodate the City's uneven cash flow, which is inherent in its periodic tax collection schedule.
- It provides the liquidity to respond to contingent liabilities.

Fund balance may be accessed under the following conditions:

- To draw down the City's fund balance to the recommended funding rate by using these funds for capital expenditures, long term obligations, or debt service needs.
- To respond to emergency funding necessities.

The City will spend the most restricted dollars before less restricted in the following order, except as noted above:

a. Nonspendable (if funds become spendable)
b. Restricted
c. Committed
d. Assigned
e. Unassigned

For capital funds and special revenue funds, a fund balance has not been established as the underlying goal is to spend available revenue sources on a number of planned projects that are a part of the 5-year capital improvement plan.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Webster Groves, Missouri was incorporated in 1896. The City operates under a City Manager/Council, home rule charter form of government. The present Charter of the City was adopted on March 23, 1954. Services provided by the City to its 22,995 residents include police and fire protection, street maintenance and improvements, parks and recreation, certain housing services, and general governmental services.

The general purpose financial statements of the City have been prepared in conformity with U.S. generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below:

A. The Financial Reporting Entity

The City defines its financial reporting entity in accordance with provisions established by the Governmental Accounting Standards Board (GASB). GASB requirements for inclusion of component units are primarily based upon whether the City's governing body has any significant amount of financial accountability for potential component units (PCU). The City is financially accountable if it appoints a voting majority of a PCU's governing body and is able to impose its will on that PCU, or there is a potential for the PCU to provide specific financial benefits to, or impose specific financial burdens on, the City. Based on these criteria, the City has determined that its financial reporting entity consists of the City (the primary government), and a component unit, the Webster Groves Municipal Library District. The City maintains a fiduciary responsibility for the Library District as the City handles the Library District's investments, payroll, and adopts through ordinance the Library District's property tax levy.

B. Fund Accounting

The City uses funds to report its financial position and results of operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. Funds are classified into three categories: governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types."

1. Governmental Fund Types

Governmental funds are those through which most governmental functions of the City are financed. The acquisition, use, and balance of the City's expendable financial resources and related liabilities are accounted for through governmental funds. The City reports the following fund types:

a. The General Fund is the primary operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund. Primary sources of revenue are property tax, sales tax, utility tax, and user and service fees. Primary expenditures are for general government and public safety.

b. The Capital Improvement Tax Fund provides for funding capital improvement projects and equipment.

c. The Street Improvement Fund is used to account for property tax revenue levied for street maintenance and improvement.

d. The General Obligation Debt Service Fund accounts for the accumulation of resources and payments of principal and interest on general obligation debt.

The other governmental funds of the City are considered nonmajor. They are Special Revenue Funds which account for the proceeds of the specific revenue sources that are legally restricted to expenditures for specific purposes and Capital Projects Funds which account for financial resources to be used for acquisition or construction of major capital facilities.

2. Fiduciary Fund Types (Trust and Agency)

Trust and Agency Funds include the Pension Trust Fund which is accounted for in essentially the same manner as proprietary funds since capital maintenance is critical; and Agency Funds, which are custodial in nature and do not involve the measurement of results of operations. The City retains no equity interest in the Agency Funds. These funds account for activities of the Municipal Library District, Court Bond Fund, and Construction Escrow Fund.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus and modified accrual basis of accounting. All governmental funds are reported using the current financial resources measurement focus. With this measurement focus, revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, under the modified accrual basis of accounting. However, debt service expenditures, as well as expenditures related to claims and judgments and compensated absences, are recorded only when payment is due (i.e. matured).

Property taxes, sales taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government. This includes licenses and permits, charges for services, and miscellaneous revenues.

D. Cash, Cash Equivalents, and Investments

Cash and cash equivalents include amounts in demand and time deposits, as well as short-term investments with a maturity date within three months of the date acquired. Statutes authorize the City to invest in obligations of the U.S. Treasury and agencies and instrumentalities and repurchase agreements.

Investments are carried at cost which approximates fair value. No investments are reported at amortized cost. The City has Investment Policies for all Governmental Funds. The Investment Policy for the Governmental Funds was established to minimize the following types of risks by performing the steps below:

Credit Risk-Is the risk that an issuer or other counterparty to an investment will not fulfill its obligation. The City minimizes credit risk by:

1. pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which the City will do business.
2. diversifying the portfolio so that potential losses on individual securities will be minimized.

Interest Rate Risk-Is the risk that changes in interest rates will adversely affect the fair value of an investment. Investments held for longer periods are subject to increased risk of adverse interest rate changes. The City minimizes interest rate risk by:

1. structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.
2. investing operating funds primarily in shorter-term securities.

Concentration of Credit Risk-Is the risk of loss attributed to the magnitude of the City's investment in a single issuer. The City minimizes concentration of credit risk by:

1. diversification.

Custodial Credit Risk for deposits is the risk that in the event of a bank failure, the City's deposits may not be returned or the City will not be able to recover collateral securities in the possession of an outside party. The City's bank deposits are required by state law to be secured by the deposit of certain securities specified at RSMo 30.270 with the City or trustee institution. The value of the securities must amount to the total of the City's cash not insured by the Federal Deposit Insurance Corporation.

E. Fund Equity

Governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose.

F. Encumbrances

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the governmental fund types. Encumbrances outstanding at year-end are reported as committed fund balance for encumbrances of $15,000 or more and assigned fund balance for encumbrances of less than $15,000. All unexpended and unencumbered annual appropriations lapse at year-end.

SUMMARY OF SIGNIFICANT BUDGETARY PROCEDURES

A. Budget Components

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 and division for the budget year, together with a comparative statement of actual or estimated expenditures for the preceding three 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)

B. Budget Basis

Budgets are prepared on a modified accrual basis, and encumbered amounts are treated as expenditures for budgetary purposes. Annual appropriated budgets are adopted for the General, Public Safety Sales Tax, Park Improvement Sales Tax, Police & Fire Pension, Street Improvement, Capital Improvement Sales Tax, Grant, Stormwater Improvement, Sewer Lateral, Old Webster Taxing District, Old Orchard Taxing District, Crossroads Taxing District, General Obligation Debt Service Fund, and Shoppes at Old Webster TIF Funds. All funds are budgeted except for the Revolving Fund and the Pension Tax Fund.

C. Budget Preparation Procedures

The annual budget process is designed to meet the requirements of the charter of the City of Webster Groves and the statutes of the State of Missouri. Articles 3 and 5.8 of the City Charter requires the City Manager to present a proposed budget to the Mayor and City Council no later than thirty-five days before the beginning of the fiscal year. The City's fiscal year begins on July 1st and ends on June 30th of the following year.

This process begins by the development of a budget calendar, a copy of which is included in this document. This calendar outlines the process through budget adoption and implementation. The Director of Finance and Administration distributes the budget calendar and instructions to each Department.

Each Department Manager is responsible for the preparation of individualized program budget requests and the Director of Finance and Administration is responsible for preparation of revenue estimates. Budget requests are submitted to the Director of Finance and Administration who may request additional information from the Departments, if necessary. The City Manager and Director of Finance and Administration meet with each Department to review the budget requests. Based on these meetings the City Manager submits a proposed budget to the Mayor and City Council.

The Mayor and City Council hold a budget work session to review the entire proposed budget. In addition, the City Council holds a public hearing to formally present the budget. Notice of this hearing is provided to the public. A copy of the proposed budget document is available in the Finance Department, in the City Clerk's Office and at the Webster Groves Municipal Library.

Following the work session and public hearing, the City Council adopts the budget by resolution and final copies of the budget document are prepared. The budget is effective on the first day of July.

D. Budget Amendment Process

Legal budgetary control is at the fund level. Any transfers of budgeted amounts from one department to another require the approval of the City Manager or Director of Finance and Administration. Adjustments between funds require City Council approval. Budgeted amounts are as originally adopted or as amended by the City Council or City Manager, as appropriate. Supplemental appropriations are made to cover large unanticipated items.

E. Balanced Budget

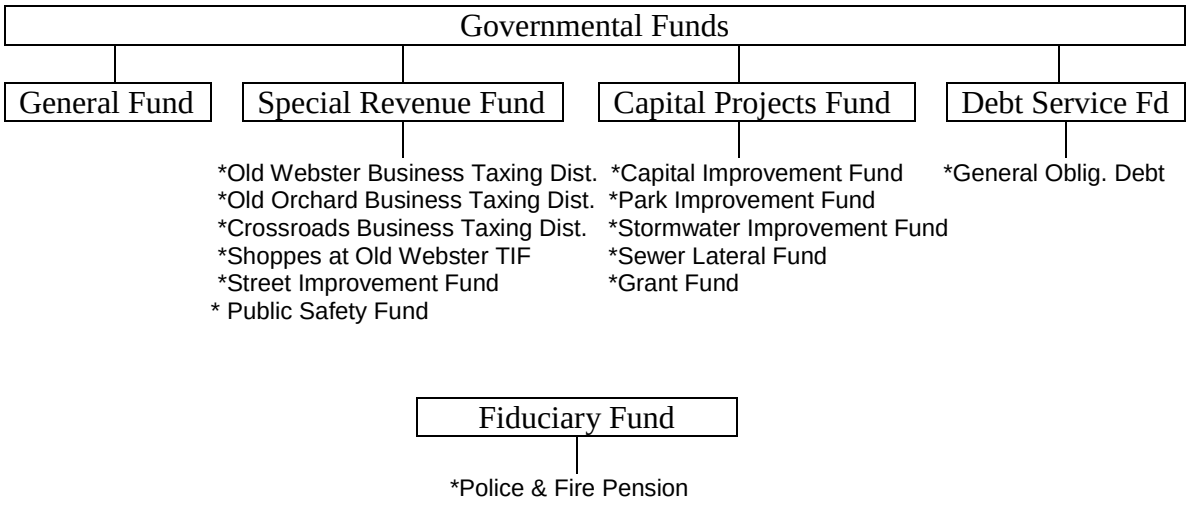
The proposed budget and any revised budget must conform to the statutory requirement that the total proposed expenditures from any fund shall not exceed the estimated revenues to be received, including debt issuances, transfers from other funds, and advances from other funds plus any unencumbered balance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

F. Fiscal Year

The City's fiscal year begins on July 1st and runs through June 30th.

The City Council must, before the beginning of the fiscal year, approve the budget and take such additional action as may be required to produce the revenues estimated in the budget. (RSMO 67.030)

G. Fund Structure



BUDGET CALENDAR
FISCAL YEAR 2019

DATE	ACTION	RESPONSIBLE PERSON(S)
February 7	Conduct Budget Kick-off Meeting and distribute Budget Instruction Packet	City Manager
February 7	Provide department access to FY 18 Budget System	Finance Department
February 26	Submit Departmental Capital Requests	Department Managers
March 12	Submit Departmental Budget requests	Department Managers
March 13 – 23	Review and summarize submitted information	Finance Director & Staff
March 26 – 30	Conduct Departmental budget review sessions	City Manager Finance Director Department Managers
April 2 – April 6	Finalize Budget	City Manager Finance Director Department Managers
April 9 – 20	Prepare Budget for printing	Finance Department
April 27	Deliver Draft Budget to City Council	City Manager
May 9	Conduct Budget work session with City Council	City Council City Manager Finance Director Department Managers
May 16	Set Date for Public Hearing on Proposed Budget	City Council
May 18	Publish Public Hearing Notices	City Clerk
June 5	Conduct Public Hearing on Proposed Budget, and first and second reading of Salary Ordinances	City Council City Manager
June 19	Adopt Budget, and final reading and adoption of Salary Ordinances	City Council City Manager
June 20 – 27	Print Final Budget	Finance Department
June 29	Distribute Approved Budget	Finance Department
June 29	Provide Public Notice of availability of Final Budget	City Clerk

BONDED DEBT SCHEDULE

The City of Webster Groves, Missouri's long-term debt consists of General Obligation Bonds. This overview describes the debt and provides a picture of the City's indebtedness. It also includes information on the TIF notes payable for the Shoppes at Old Webster TIF Fund.

The general obligation bonds are to be liquidated by the General Obligation Debt Service Fund. The TIF notes payable were liquidated by the Shoppes at Old Webster TIF Fund and were paid off in fiscal year 2018.

A. General Obligation Bonds

General obligation bonds are issued to finance a variety of public projects and require voter approval. These bonds are backed by the full faith and credit of the City. Limitations for bonding capacity are set by State Statutes.

Under Article VI Section 26(b) and 26(c) of the Missouri Constitution, the City, by vote of 2/3 of the qualified electors thereof, may incur general obligation bonded indebtedness for City purposes in an amount not to exceed 10% of the assessed valuation of taxable tangible property within the City as ascertained by the last completed assessment for State or County purposes. Under Section 26(d) of said Article VI, the City may incur general obligation indebtedness not exceeding in the aggregate an additional 10 percent of the aforesaid assessed valuation for the purpose of acquiring right-of-way, constructing, extending, and improving the streets and avenues and acquiring rights-of-way, constructing, and improving sanitary or storm sewer systems, and under Section 26(e) of said Article VI, additional general obligation indebtedness may be incurred for purchasing or constructing waterworks, electric, or other light plants to be owned exclusively by the City, provided that the general obligation indebtedness of the City shall not exceed 20% of the assessed valuation.

The bonding capacity of the City as of fiscal year 2018/2019 is as follows:

Computation of Legal Debt Margin

Net Assessed Value		575,875,611
Debt limit – 10% of assessed value		57,587,561
Amount of debt applicable to debt limit:		
Total bonded debt	7,175,000	
Less assets in Debt Service Fund	2,020,984	
Total Amount of Debt Applicable to Debt Limit		5,154,016
Legal Debt Margin		52,433,545

In February 2011, the City issued $13,000,000 in General Obligation Street Improvement Bonds, the proceeds of which are to be used for the construction, repair, and improvements to streets, curbing, and sidewalks. The outstanding bonds bear interest ranging from 2-4% and are repaid through a Debt Service Fund.

The annual principal and interest requirements to maturity of the general obligation bonds as of June 30, 2018 are as follows:

For The Years Ended June 30	Principal	Interest	Total
2019	920,000.00	260,650.00	1,180,650.00
2020	950,000.00	233,050.00	1,183,050.00
2021	985,000.00	202,175.00	1,187,175.00
2022	1,020,000.00	167,700.00	1,187,700.00
2023	1,055,000.00	132,000.00	1,187,000.00
2024	1,100,000.00	89,800.00	1,189,800.00
2025	1,145,000.00	45,800.00	1,190,800.00

FUND DESCRIPTIONS

General Fund

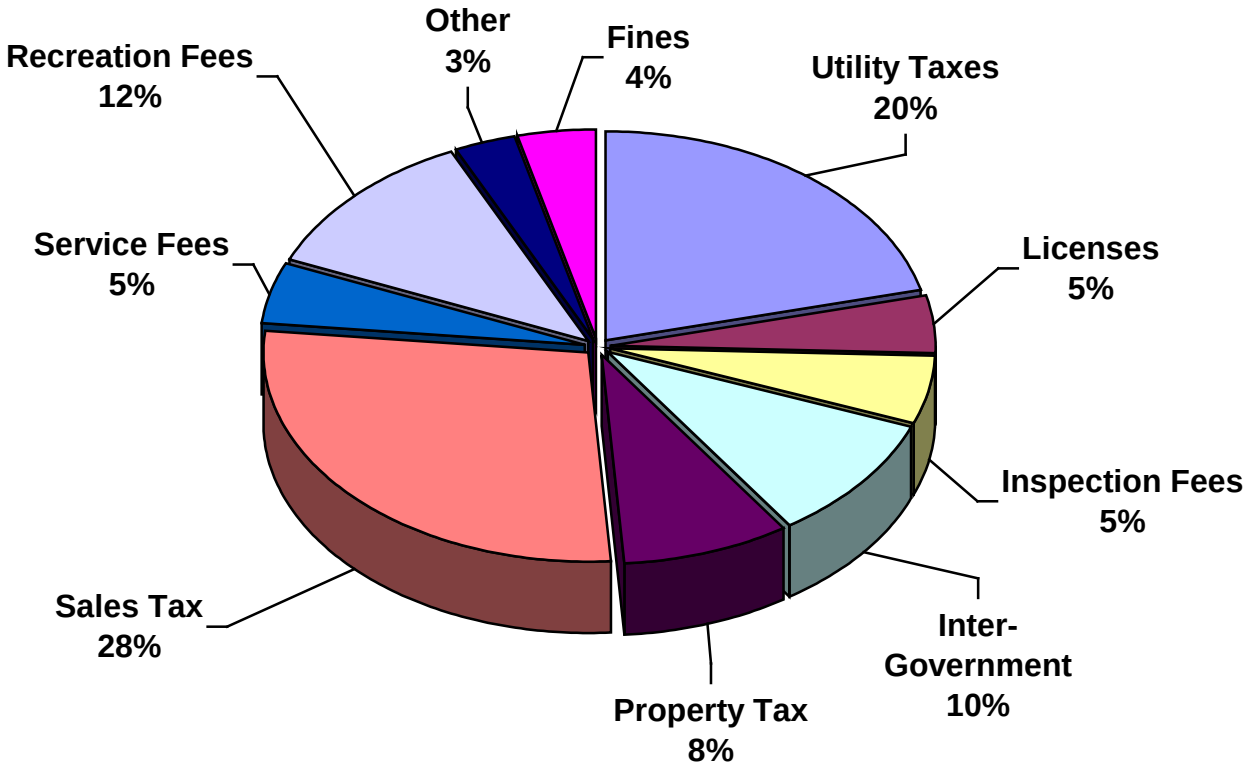
The General Fund provides revenues to support general operations of the City. These revenues include property taxes, Intergovernmental revenue, municipal sales tax, licenses, inspection fees, utility taxes, service fees, recreation fees, fines and other miscellaneous income.

The largest single source of income to the General Fund is the City's share of a county-wide 1% sales tax. The City's share of the sales tax is based on its per capita share of sales generated within a pool of certain cities in St. Louis County and unincorporated areas of the County. In April 2005, businesses began collecting the Local Option Sales Tax of one-quarter percent. Fiscal Year FY 2006 was the first full year of collection of this additional sales tax. Approximately 28% of the total General Fund revenue is generated from the County-wide Sales Tax, Local Option Sales Tax, and Fire Protection Tax and 20% is generated from Utility Taxes. The next largest source of revenue is Recreation Fees at about 12%, Intergovernmental Revenue at about 10%, and Property Taxes at 8% of the total General Fund revenues. These revenues are reasonably consistent from year to year with a slight overall annual increase to the General Fund.

Revenue Category Descriptions

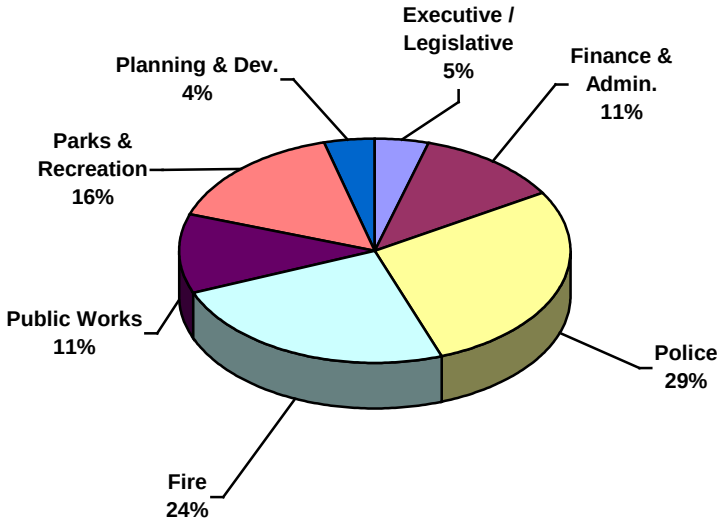
Type	**Description**
Property Tax	Real Estate and Property Tax
Intergovernmental	Gas Tax, County Road and Bridge Tax, Cigarette Tax, State Auto Sales Tax, Motor Vehicle Fees, Grants
Sales Tax	Municipal Sales Tax, & Fire Protection Tax
Licenses	Business Licenses, Motor Vehicle Licenses, Liquor Licenses
Inspection Fees	Building Permits and Inspections, Housing Inspections, Occupancy and Excavation Permits
Fines	Municipal Court and Fines
Utility Taxes	Electric, Natural Gas, Telephone and Water Gross Receipts Tax
Service Fees	Ambulance Charges, Cable Franchise Fees
Recreation Fees	Ice Arena and Pool Admissions & Rentals, Skating Lessons, Recreational Programs, Facility Rentals, Tennis Fees and Concessions
Other	Interest Income, Police Training Fees, Parking Permits and Miscellaneous Income

Primary Sources of Revenue
General Fund

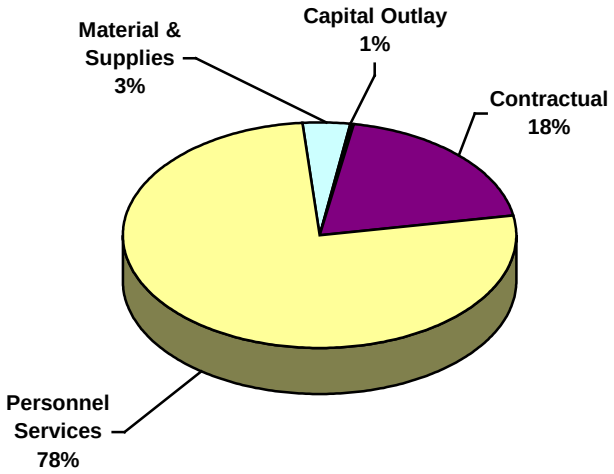


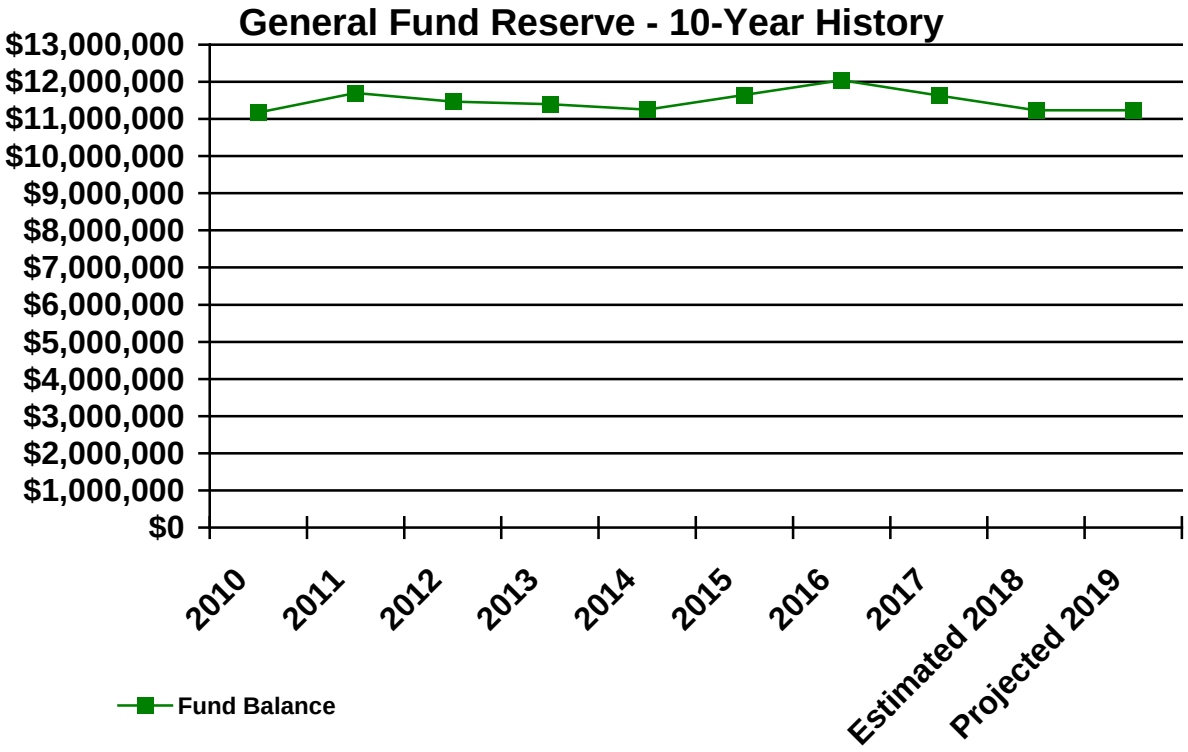
General Fund Expenditures are as follows:

Expenditures by Activity



Expenditures by Type





Fire Sales Tax Fund

In November 2004, residents approved a one-quarter cent sales tax for fire services and businesses began collecting the tax in April 2005. This Fund was closed out in 2010 and became a part of the General Fund.

Public Safety Sales Tax Fund

In April, 2017, voters in St Louis County approved a county-wide sales tax of .5% for the purpose of providing funds for police and public safety. Three-eighths of the proceeds from this tax will remain with the County and the remaining five-eighths will be distributed to cities within the County based on their population. The County began collecting this tax on October 1, 2017.

Police and Fire Pension Fund

Voters have approved a property tax levy designated for police and fire retirement. This fund provides for annual contributions into Public Safety employee pension funds, as well as provides additional insurance plans for covered employees.

Park Improvement Fund

In April 1999, residents approved a one-half cent sales tax to be used for Park and Storm Water improvements and businesses began collecting the tax in January 2000. It was determined that 80% of the revenue would be used for Park Improvements. The available funds are used to implement improvements to parks and other open spaces in the community.

Street Improvement Fund

Beginning in 1986, voters approved a property tax levy designated only for street improvements. Since that time, many projects have been completed using these funds. This revenue supports street enhancements, the City's match for street improvement grants and also an annual program for chip sealing streets on a rotating basis.

Capital Improvement Sales Tax Fund

In 1996, voters approved a one-half cent Capital Improvement Sales Tax. The businesses in the City began collecting this tax in October 1996. This revenue has allowed the City to fund capital projects and equipment outside of the General Fund.

Grant Fund

This fund provides for tracking the City's expenditure and receipt of grant funds. Most of these grants are related to Street Improvement projects. These grants are from a variety of sources such as the Federal Government, Missouri State Government, St. Louis County, etc. Many of these grants will also have a required match of expenditures that must be funded by the City. This City match amount is funded under the normal operating accounts such as the General Fund, Street Improvement Fund, Capital Improvement Fund, etc.

Storm Water Improvement Fund

In April 1999, residents approved a one-half cent sales tax to be used for Park and Storm Water Improvements and businesses began collecting the tax in January 2000. It was determined that 20% of the revenue would be used for Storm Water improvements. The available funds will be used for correcting storm water problems and matching available grant funds for storm water issues.

Sanitary Sewer Lateral Repair Fund

In April 1999, residents approved a $7.00 per quarter sanitary sewer lateral repair fee. The funds generated from this fee are used for inspection and repair of defective residential sanitary sewer laterals between the sewer main and the house connection.

Water System Proceeds Fund

In FY 2003, the proceeds from the sale of the water system, after paying back advances from other funds, were transferred to this fund. Improvements to the Service Center and the Recreation Complex were funded from this source. As these funds are no longer available, the fund was closed at the end of 2010.

Old Webster Taxing District

The revenue for this fund is supported by a self-imposed tax assessment on properties within the district and a surcharge on the merchant's license fees of businesses within the district. A Board of the members of the district approves the expenditures of this district.

Old Orchard Taxing District

The revenue for this fund is supported by a self-imposed tax assessment on properties within the district and a surcharge on the merchant's license fees of businesses within the district. A Board of the members of the district approves the expenditures of this district.

Crossroads Taxing District

An election was held in July 2003 which authorized the imposition of property taxes and business license fees which will assist in providing needed funds for the District. A Board of the members of the district approves the expenditures of this district.

General Obligation Debt Service

This fund supports the repayment of the General Obligation Debt Service of the City. These bonds include a new bond issuance related to street improvements.

Shoppes at Old Webster Tax Increment Financing (TIF) Fund

Tax Increment Financing supported this fund. The available funds were used for eligible expenditures related to the Shoppes at Old Webster TIF Redevelopment Project approved in 1998. The project involved the development of two office/retail buildings, street enhancements, and a public parking garage. The TIF was paid off in FY 2018.

Use of Funds

As you can see, the City of Webster Groves uses a number of funds to finance various city services. However, to clarify which city departments have access to the various funds of the city to finance their relative expenditures, a table is presented below. The initials in the table below signify a fund, with that description noted below the table.

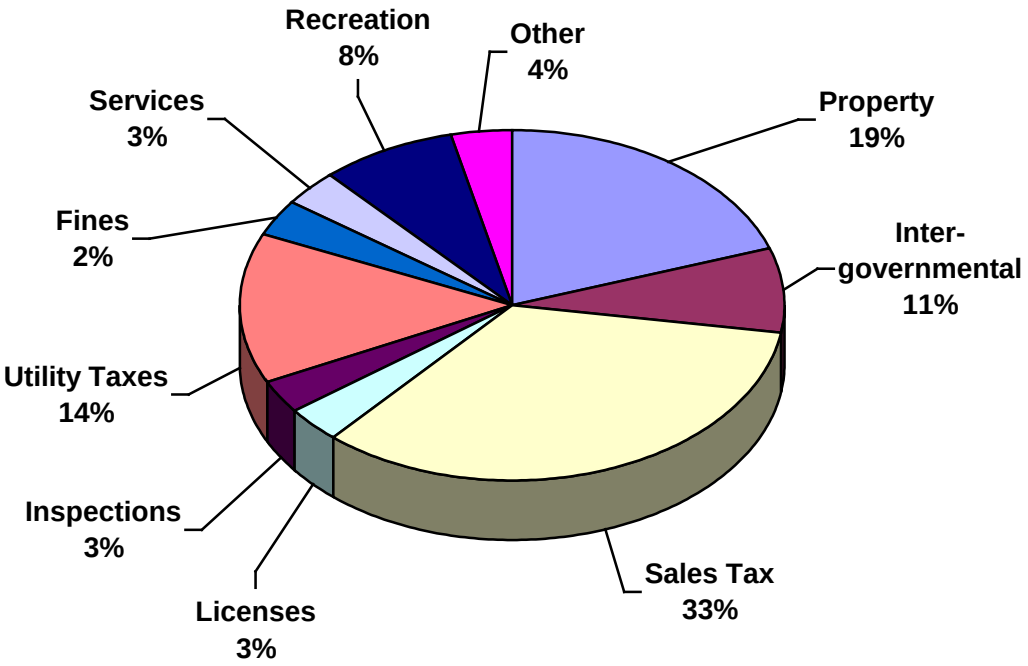
	USE OF FUNDS BY DEPARTMENTS									
DEPARTMENT										
	G	P	P&F	PS	ST	C	GT	SW	SL	D
Executive/Legislative	√					√				
Finance/Administration	√					√				√
Police	√		√	√		√	√			
Fire	√		√	√		√	√			
Public Works	√				√	√	√	√	√	
Parks & Recreation	√	√				√	√			
Planning & Development	√					√				

G: General Fund; P: Parks Improvement Fund; P&F: Police & Fire Pension; ST: Street Improvement Fund; C: Capital Improvement Sales Tax Fund; GT: Grant Fund; SW: Stormwater Improvement Fund; SL: Sewer Lateral Fund; D: Debt Service; PS: Public Safety

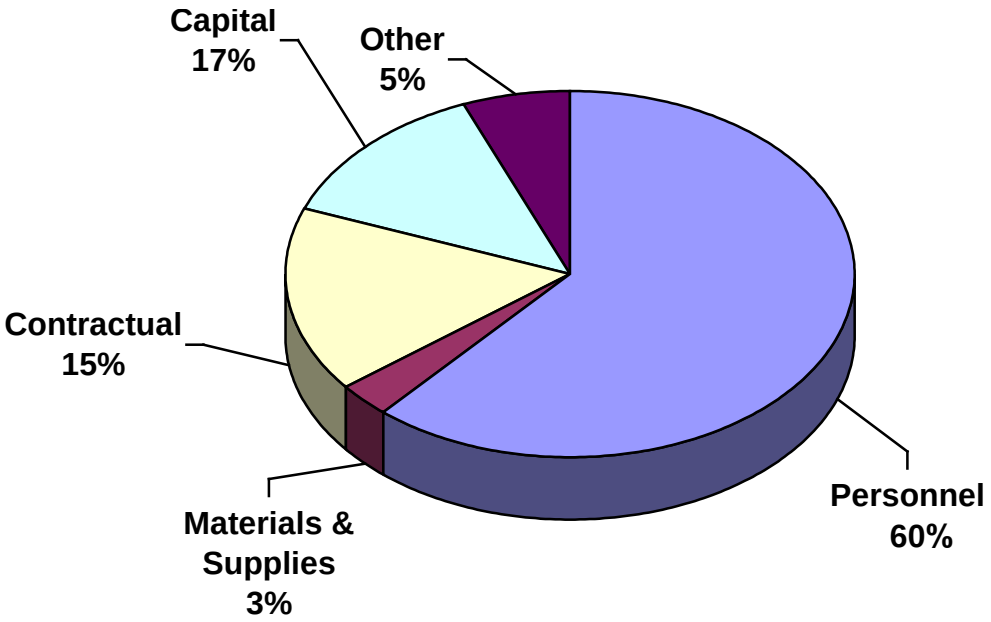
The following funds are not a part of the above as they do not provide direct benefit to any of the above departments. They include the Old Webster Taxing District, the Old Orchard Taxing District, Crossroads Taxing District, and the Shoppes at Old Webster TIF.

All Fund Summary

Primary Sources of Revenue
All Funds



Expenditures by Type
All Funds



INTEGRATION OF LONG-RANGE FINANCIAL PLANS WITH OTHER LONG-TERM PLANNING PROCESSES

A. Financial Planning

Revenues and expenditures for all funds are forecasted for four years beyond the new budget period. These are reviewed annually when budget projections for the upcoming fiscal year are prepared and analyzed. Ten years of prior year actuals are also reviewed to ensure that revenues and expenditure fluctuations are appropriately accounted for and one-time sources and uses are identified as such. Other planning processes, as noted below, are incorporated into these calculations and of the analysis of performance in future years. Any other known factors, such as recently implemented or soon-to-be implemented mandates are also incorporated into the forecast. Certain other factors, such as the pooling of sales taxes as a part of the county-wide tax formula, the motor fuels sales tax, use tax, and as well as the City's limited revenue growth potential have an effect on financial planning. City staff also annually evaluates fund balance resources in the near term as well as four years beyond the new budget period to ensure that funding is available for "rainy day" needs as well as evaluating potential uses for one-time expenditures of capital items.

B. Capital Improvement Plan

The City reviews projects that are a part of the Capital Improvement Plan on an annual basis. The detailed program is a part of this budget document, located in the rear portion. The program identifies projects that have been identified by staff as necessary improvements to either maintain or improve City operations. A financial analysis of all funds included in the CIP is performed to ensure that all items comprising the CIP have adequate funding. As is noted above in the Financial Planning section, revenues and expenditures for these funds are forecasted for the upcoming budget year and four years beyond. Projects are reorganized based on re-prioritization of need each year.

C. Proposition W Street Improvement Efforts

In March 2011 the City issued $13,000,000 in General Obligation Bonds, the proceeds of which were to be used for the repairing, improving and reconstructing of certain public streets in the City. That same year, general obligation debt from a prior Street Improvement effort was paid off. City staff had been evaluating and planning for the issuance of general obligation bonds, pending referendum approval, for some time. Fiscal year 2011 had been determined to be the best year to issue these bonds based on the fact that the old debt would be maturing, interest rates were low, and the need was obvious. Studies were performed over an extended period of time to identify and evaluate the specific streets requiring repair, improvement, or reconstruction. The estimated costs for this project were also determined based on existing equipment costs, labor costs, and material costs. These improvements are expected to positively impact 11 miles of City-owned concrete streets and 9.5 miles of City-owned asphalt streets of the 92 total city miles.

D. Stormwater Improvement Efforts

The City uses software based on a Metropolitan St. Louis Sewer District (MSD) model to plan and manage city-wide Stormwater Improvement efforts. Addresses are input into the software of residential properties affected by stormwater runoff issues. A cost/benefit is calculated via the software based on the location of the stormwater issue and the issues requiring mitigation. A listing is made that prioritizes issues based on that cost/benefit analysis. Projects are scheduled as funding allows.

E. Vehicle Replacement Plan

The goal is to replace vehicles on a 10-year basis. However, passenger vehicles and vehicles with uses that do not heavily impact the long-term performance and usage of these vehicles are sometimes pushed back to a longer replacement window if they are still in safe operating condition and have not demonstrated significant maintenance issues.

F. Economic Development

The City's comprehensive plan, which is known as the Community Development Plan, was commissioned in 2007. This purpose of the plan is to address the defining elements of Webster Groves, the built environment and the economic viability of future development. Five primary areas where future development and redevelopment of multifamily residential, commercial, and industrial land uses were identified. The plan sets the stage for future development and redevelopment based on the current development climate and regulatory rules and opportunities with the intent to guide development within the context of the community and region, and desires of the public as determined through the planning process.

G. Park Master Plan

In 1998, the City implemented a comprehensive Park Master Plan that detailed a needs determination and focused on six (Deer Creek, Memorial, Ivory Crockett, Southwest, Larson and Blackburn) of the seventeen parks in the City's park system, due to their location and usage rates. The master plan provides a framework from which to base planning and capital improvements within the park system. The plan details both short-term and long-term needs and provides strategies that attempt to guide the allocation of staffing resources, fiscal planning, capital improvements, and programming for the parks. Since that last 1998 comprehensive plan the City has completed renovation of four of those parks (Deer Creek, Ivory Crockett, Larson and Blackburn), while adding two new parks (Backflip and Sculpture Garden). We currently have five parks whose plans have been updated or are in the process of being phased (Barbre, Gazebo, Memorial, Lockwood and Southwest).

H. Transportation and Environmental Impacts

Webster Groves was built-out during the first half of the last century with the inner-ring suburbs of St. Louis and placed more emphasis on pedestrian mobility at the time. However, the focus is being switched to walkable neighborhoods and efforts to create new biking and pedestrian trails in Webster Groves. The Historical Society and Historic Preservation Commission developed "Webster Walks" which are self-guided walking tours of various historic areas of the community. The walks range from about 2.5 miles to 10.4 miles with most being in the 3 to 4 mile range. Great Rivers Greenway has taken the lead in informing and engaging the public in creating new bicycle and pedestrian trails in Webster Groves. However, as with most built-out communities, challenges face the City when trails must be retro-fitted in areas where flexibility to changes to the city infrastructure are limited.

I. Sustainability Efforts and Planning

In an effort to both reduce the carbon footprint and minimize the negative impacts on human health and the environment while supporting a diverse, equitable, and vibrant community and economy, the City has implemented a number of sustainability efforts. The City works to reduce consumption of office supplies and purchases some remanufactured, recycled, or reusable products while attempting to purchase items that have a long service life or are economical to repair, and to use resources and energy efficiently. Recently the City implemented a process through its Sustainability Commission to initiate various building improvement efforts through a grant with Ameren UE. The City has also been purchasing recycled paper and other recycled or reusable items for a number of years. Recently, the City implemented the use of electronic agenda packets via the iPad for distribution of City Council packets and other materials such as the Budget, Comprehensive Annual Financial Report, and Annual Report, to the Mayor, Council,

and City Manager. This effort has saved a significant amount of money by significantly reducing the usage of paper in this process and saves a considerable amount of staff time as well. The City also actively participates in the “RecyclingBecomesMe” campaign, funded by Saint Louis County Health Department, to increase awareness, participation and volume in recycling efforts.

Revenue By Type All Funds	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Property Taxes	4,278,703	4,339,675	4,736,260	4,770,737	4,568,965
Intergovernment Revenue	1,654,595	2,171,606	1,828,749	2,750,000	2,588,930
Sales Tax	7,036,423	6,906,147	8,133,995	8,015,691	8,209,700
Licenses	1,134,161	755,392	763,440	794,025	799,025
Inspection Fees & Permits	903,729	911,243	755,500	820,000	820,000
Utility Taxes	3,141,641	3,132,397	3,313,955	3,269,715	3,355,000
Fines	696,303	669,345	785,000	610,000	610,000
Services	840,334	748,329	806,500	761,500	763,500
Recreation Fees	1,923,672	1,957,753	1,900,500	1,920,950	1,883,000
Other Income	752,178	785,748	887,808	953,798	924,450
Total Revenue	**22,361,739**	**22,377,635**	**23,911,707**	**24,666,416**	**24,522,570**

Expenditures By Type All Funds	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
General Fund	13,112,846	661,664	3,122,450	6,000	0	16,902,960
Park Improvement Tax Fund	373,006	100,200	122,540	120,000	0	715,746
Police and Fire Pension Fund	1,109,905	0	3,000	0	0	1,112,905
Street Improvement Tax Fund	259,443	29,160	23,700	564,760	0	877,063
Capital Improvement Tax Fund	0	0	25,000	2,143,004	0	2,168,004
Grant Fund	108,000	0	6,400	910,530	0	1,024,930
Storm Water Improvement Tax Fund	31,295	1,450	12,440	560,000	0	605,185
Sewer Lateral Fund	56,894	2,110	386,175	0	0	445,179
Old Webster Taxing District Fund	0	5,000	48,490	0	0	53,490
Old Orchard Taxing District Fund	0	400	41,490	0	0	41,890
Crossroads Taxing District Fund	0	1,550	5,900	2,000	2,000	11,450
General Obligation Debt Service Fund	0	0	0	0	1,182,500	1,182,500
Shoppes At Old Webster TIF Fund	0	0	0	0	0	0
Total	**15,051,389**	**801,534**	**3,797,585**	**4,306,294**	**1,184,500**	**25,141,302**

Revenue All Funds	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
General Fund	16,020,142	15,414,721	16,233,344	15,832,075	15,954,125
Public Safety Sales Tax Fund	0	0	750,000	900,000	1,200,000
Park Improvement Tax Fund	787,685	798,778	806,500	807,000	807,000
Police and Fire Pension Fund	639,580	613,841	1,072,000	1,076,300	1,083,065
Street Improvement Tax Fund	783,359	786,848	788,000	791,888	798,800
Capital Improvement Tax Fund	1,591,402	1,569,981	1,633,958	1,615,850	1,581,200
Grant Fund	166,842	659,170	235,210	1,201,000	1,024,930
Storm Water Improvement Tax Fund	198,069	202,014	195,750	202,500	202,500
Sewer Lateral Fund	227,070	340,324	407,000	400,079	400,100
Old Webster Taxing District Fund	77,183	83,195	75,100	75,300	75,300
Old Orchard Taxing District Fund	56,700	56,467	52,050	52,050	52,050
Crossroads Taxing District Fund	23,060	23,931	24,500	24,500	24,500
General Obligation Debt Service Fund	1,290,353	1,330,814	1,296,000	1,304,910	1,319,000
Shoppes At Old Webster TIF Fund	500,294	497,551	342,295	382,964	0
Total	**22,361,739**	**22,377,635**	**23,911,707**	**24,666,416**	**24,522,570**

Expenditures All Funds	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
General Fund	15,795,322	15,809,808	16,927,098	16,635,036	16,902,960
Park Improvement Tax Fund	530,186	765,709	918,011	888,732	715,746
Police and Fire Pension Fund	681,825	579,727	1,233,589	1,156,800	1,112,905
Street Improvement Tax Fund	1,131,919	1,268,121	910,457	761,103	877,063
Capital Improvement Tax Fund	1,865,077	1,742,020	2,064,029	1,860,149	2,168,004
Grant Fund	639,167	844,676	253,210	278,226	1,024,930
Storm Water Improvement Tax Fund	55,393	82,111	371,902	94,781	605,185
Sewer Lateral Fund	390,043	440,201	443,680	409,380	445,179
Old Webster Taxing District Fund	41,499	40,292	53,030	45,960	53,490
Old Orchard Taxing District Fund	21,686	28,183	28,770	22,040	41,890
Crossroads Taxing District Fund	14,349	8,427	11,650	6,560	11,450
General Obligation Debt Service Fund	1,176,562	1,178,662	1,184,350	1,184,350	1,182,500
Shoppes At Old Webster TIF Fund	434,759	646,739	342,295	394,553	0
Total	**22,777,787**	**23,434,676**	**24,742,071**	**23,737,670**	**25,141,302**

Three Year Statement of Revenues, Expenditures, and Changes in Fund Balances By Type of Fund

	General Fund			Debt Service Fund			Special Revenue Funds		
	2017 Actual	2018 Estimated	2019 Budget	2017 Actual	2018 Estimated	2019 Budget	2017 Actual	2018 Estimated	2019 Budget
REVENUES:									
Property Tax	1,218,781	1,270,400	1,308,600	1,325,368	1,298,910	1,313,000	1,191,738	1,135,127	874,300
Intergovernmental	1,512,436	1,549,000	1,564,000	-	-	-		-	-
Sales Tax	4,190,656	4,435,000	4,440,000	-	-	-	173,554	1,010,991	1,200,000
Licenses	692,963	728,025	733,025	-	-	-	62,429	66,000	66,000
Inspection Fees & Permits	911,243	820,000	820,000	-	-	-	-	-	-
Utility Taxes	3,128,955	3,266,200	3,355,000	-	-	-	3,442	3,515	-
Fines	669,345	610,000	610,000	-	-	-	-	-	-
Services	748,329	761,500	763,500	-	-	-	-	-	-
Recreation Fees	1,957,753	1,920,950	1,883,000	-	-	-	-	-	-
Sewer Lateral Fees	-	-	-	-	-	-	-	-	-
Other Income	384,260	471,000	477,000	5,446	6,000	6,000	16,829	11,069	10,350
TOTAL REVENUES	15,414,721	15,832,075	15,954,125	1,330,814	1,304,910	1,319,000	1,447,992	2,226,702	2,150,650
EXPENDITURES:									
General Government	2,377,442	2,490,828	2,589,081	-	-	-			
Public Safety (Fire/Police)	8,374,953	8,904,968	9,018,392	-	-	-			
Public Works	1,863,354	1,889,425	1,866,061	-	-	-	1,268,121	761,103	877,063
Parks and Recreation	2,555,035	2,618,724	2,690,029	-	-	-		-	-
Planning & Development	639,024	731,091	739,397	-	-	-	76,902	74,560	106,830
Debt Service	-	-	-	1,178,662	1,184,350	1,182,500	646,739	394,553	-
TOTAL EXPENDITURES	15,809,808	16,635,036	16,902,960	1,178,662	1,184,350	1,182,500	1,991,762	1,230,216	983,893
Excess (deficiency) of revenues over (under) expenditures	(395,087)	(802,961)	(948,835)	152,152	120,560	136,500	(543,770)	996,486	1,166,757
Other Financing Sources (Uses):									
Operating transfer in (out)	122,605	405,754	951,775	-	-	-	(76,262)	(559,411)	(929,275)
Advances (to) from other funds		-	-	-	-	-		-	-
Debt Issuance / Refunding	-	-	-	-	-	-		-	-
Change in Fund Balance	(272,482)	(397,207)	2,940	152,152	120,560	136,500	(620,032)	437,075	237,482
Beginning Fund Balance	11,902,485	11,630,003	11,232,796	1,774,479	1,926,631	2,047,191	2,421,954	1,801,922	2,123,237
Ending Fund Balance	**11,630,003**	**11,232,796**	**11,235,736**	**1,926,631**	**2,047,191**	**2,183,691**	**1,801,922**	**2,123,237**	**2,360,719**

Three Year Statement of Revenues, Expenditures, and Changes in Fund Balances By Type of Fund (Cont'd)

	Capital Projects Funds			Pension Fund			Total		
	2017 Actual	2018 Estimated	2019 Budget	2017 Actual	2018 Estimated	2019 Budget	2017 Actual	2018 Estimated	2019 Budget
REVENUES:									
Property Tax	-	-	-	603,788	1,066,300	1,073,065	4,339,675	4,770,737	4,568,965
Intergovernmental	659,170	1,201,000	1,024,930	-	-	-	2,171,606	2,750,000	2,588,930
Sales Tax	2,541,937	2,569,700	2,569,700	-	-	-	6,906,147	8,015,691	8,209,700
Licenses	-	-	-	-	-	-	755,392	794,025	799,025
Inspection Fees & Permits	-	-	-	-	-	-	911,243	820,000	820,000
Utility Taxes	-	-	-	-	-	-	3,132,397	3,269,715	3,355,000
Fines	-	-	-	-	-	-	669,345	610,000	610,000
Services	-	-	-	-	-	-	748,329	761,500	763,500
Recreation Fees	-	-	-	-	-	-	1,957,753	1,920,950	1,883,000
Sewer Lateral Fees	340,440	400,079	400,100	-	-	-	340,440	400,079	400,100
Other Income	28,836	55,650	21,000	10,053	10,000	10,000	445,424	553,719	524,350
TOTAL REVENUES	3,570,383	4,226,429	4,015,730	613,841	1,076,300	1,083,065	22,377,751	24,666,416	24,522,570
EXPENDITURES:									
General Government	39,767	63,128	169,817	-	-	-	2,417,209	2,553,956	2,758,898
Public Safety (Fire/Police)	1,001,950	286,078	446,000	579,727	1,156,800	1,112,905	9,956,630	10,347,846	10,577,297
Public Works	1,616,303	1,834,180	2,484,021	-	-	-	4,747,778	4,484,708	5,227,145
Parks and Recreation	1,216,697	1,335,074	1,859,206	-	-	-	3,771,732	3,953,798	4,549,235
Planning & Development	-	12,808	-	-	-	-	715,926	818,459	846,227
Debt Service	-	-	-	-	-	-	1,825,401	1,578,903	1,182,500
TOTAL EXPENDITURES	3,874,717	3,531,268	4,959,044	579,727	1,156,800	1,112,905	23,434,676	23,737,670	25,141,302
Excess (deficiency) of revenues over (under) expenditures	(304,334)	695,161	(943,314)	34,114	(80,500)	(29,840)	(1,056,925)	928,746	(618,732)
Other Financing Sources (Uses):									
Operating transfer in (out)	(46,343)	153,657	52,500	-	-	-	0	-	-
Advances (to) from other funds			-	-	-	-	-	-	-
Debt Issuance / Refunding	-	-	-	-	-	-	-	-	-
Change in Fund Balance	(350,677)	848,818	(890,814)	34,114	(80,500)	(29,840)	(1,056,925)	928,746	(618,732)
Beginning Fund Balance	1,168,307	817,630	1,666,448	1,984,626	2,018,740	1,938,240	19,251,851	18,194,926	19,007,912
Ending Fund Balance	**817,630**	**1,666,448**	**775,634**	**2,018,740**	**1,938,240**	**1,908,400**	**18,194,926**	**19,007,912**	**18,389,180**

Combined Statement of Budgeted Revenues, Expenditures, and Changes in Fund Balances (in thousands)

	General	Park	P & F Pension (1)	Street (2)	Capital (3)	Grant	Storm Water (4)
REVENUES:							
Property Tax	1,309	-	1,073	789	-	-	-
Intergovernmental	1,564	-	-	-	-	1,025	-
Sales Tax	4,440	806	-	-	1,563	-	201
Licenses	733	-	-	-	-	-	-
Inspection Fees & Permits	820	-	-	-	-	-	-
Utility Taxes	3,355	-	-	-	-	-	-
Fines	610	-	-	-	-	-	-
Services	763	-	-	-	-	-	-
Recreation Fees	1,883	-	-	-	-	-	-
Other Income	477	1	10	10	18	-	2
TOTAL REVENUES	15,954	807	1,083	799	1,581	1,025	203
EXPENDITURES:							
General Government	2,589	-	-	-	170	-	-
Public Safety (Fire/Police)	9,019	-	1,113	-	338	108	-
Public Works	1,866	-	-	877	998	436	605
Parks and Recreation	2,690	716	-	-	662	481	-
Planning & Development	739	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
TOTAL EXPENDITURES	16,903	716	1,113	877	2,168	1,025	605
Excess (deficiency) of revenues over (under) expenditures	(949)	91	(30)	(78)	(587)	0	(402)
Other Financing Sources (Uses):							
Operating transfer in (out)	952	(50)	-	(75)	102	-	-
Advances (to) from other funds	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-
Change in Fund Balance FY 19	3	41	(30)	(153)	(485)	0	(402)
Fund Balance July 1, 2018	11,233	557	1,938	1,424	392	103	800
Fund Balance June 30, 2019	11,236	598	1,908	1,271	(93)	103	398

(1) The Police & Fire Pension Fund reflects the increase in benefits approved by voters in April 2017.
(2) The Street Improvement Fund use of fund balance is for a number of capital improvement projects.
(3) The Capital Improvement Sales Tax Fund use of fund balance is for capital projects and equipment purchases.
(4) The Storm Water Improvement Fund use of fund balance is to alleviate identified storm water flooding problems.

Combined Statement (cont.)

	Sewer Lateral (5)	OW Tax Dist (6)	OO Tax Dist (7)	Crossrds Tax Dist (8)	Gen Oblg Debt Serv	Public Safety (9)	Total
REVENUES:							
Property Tax	-	40	30	16	1,313	-	4,570
Intergovernmental	-	-	-	-	-	-	2,589
Sales Tax	-	-	-	-	-	1,200	8,210
Licenses	-	35	22	9	-	-	799
Inspection Fees & Permits	-	-	-	-	-	-	820
Utility Taxes	-	-	-	-	-	-	3,355
Fines	-	-	-	-	-	-	610
Services	-	-	-	-	-	-	763
Recreation Fees	-	-	-	-	-	-	1,883
Other Income	400	-	-	-	6	-	924
TOTAL REVENUES	400	75	52	25	1,319	1,200	24,523
EXPENDITURES:							
General Government	-	-	-	-	-	-	2,759
Public Safety (Fire/Police)	-	-	-	-	-	-	10,578
Public Works	445	-	-	-	-	-	5,227
Parks and Recreation	-	-	-	-	-	-	4,549
Planning & Development	-	53	42	11	-	-	845
Debt Service	-	-	-	-	1,183	-	1,183
TOTAL EXPENDITURES	445	53	42	11	1,183	0	25,141
Excess (deficiency) of revenues over (under) expenditures	(45)	22	10	14	136	1,200	(619)
Other Financing Sources (Uses):							
Operating transfer in (out)	-	(37)	(32)	(41)	-	(819)	0
Advances (to) from other funds	-	-	-	-	-	-	0
Bond Proceeds	-	-	-	-	-	-	0
Change in Fund Balance FY 19	(45)	(15)	(22)	(27)	136	381	(619)
Fund Balance July 1, 2018	(185)	81	141	46	2,047	432	19,009
Fund Balance June 30, 2019	(230)	66	119	19	2,183	813	18,391

(5) The Sewer Lateral use of fund balance is for funding issues related to our sewer lateral insurance program.
(6) The Old Webster Taxing District use of fund balance will be used for that district's improvement projects.
(7) The Old Orchard Taxing District use of fund balance will be used for that district's improvement projects.
(8) The Crossroads Taxing District use of fund balance is for the district's improvement projects.
(9) The Public Safety Sales Tax Fund was set up in 2018 to account for the sales tax derived from Proposition P.

Summary of Revenue and Expenditures General Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Property Taxes	1,170,041	1,218,781	1,339,170	1,270,400	1,308,600
Intergovernment Revenue	1,487,753	1,512,436	1,593,539	1,549,000	1,564,000
Sales Tax	4,307,449	4,190,656	4,639,245	4,435,000	4,440,000
Licenses	1,067,288	692,963	697,440	728,025	733,025
Inspection Fees & Permits	903,729	911,243	755,500	820,000	820,000
Utility Taxes	3,138,223	3,128,955	3,310,450	3,266,200	3,355,000
Fines	696,303	669,345	785,000	610,000	610,000
Services	840,334	748,329	806,500	761,500	763,500
Recreation Fees	1,923,672	1,957,753	1,900,500	1,920,950	1,883,000
Other Income	485,350	384,260	406,000	471,000	477,000
Total Revenue	**16,020,142**	**15,414,721**	**16,233,344**	**15,832,075**	**15,954,125**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Expenditures					
General Government	2,403,181	2,377,442	2,522,135	2,490,828	2,589,081
Public Safety (Fire/Police)	8,365,408	8,374,953	9,034,525	8,904,968	9,018,392
Public Works	1,813,610	1,863,354	1,969,792	1,889,425	1,866,061
Parks and Recreation	2,567,515	2,555,035	2,705,585	2,618,724	2,690,029
Planning & Development	645,608	639,024	695,061	731,091	739,397
Total Expenditures	**15,795,322**	**15,809,808**	**16,927,098**	**16,635,036**	**16,902,960**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Other Financing Sources (uses)					
Operating Transfer In	120,605	122,605	594,921	605,754	951,775
Operating Transfer Out	0	0	-200,000	-200,000	0
Total Other Financing Sources	**120,605**	**122,605**	**394,921**	**405,754**	**951,775**

Summary of Revenue ***General Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Property Taxes					
Real Estate Taxes - Current	995,543	1,008,849	1,127,500	1,065,000	1,099,600
Real Estate Taxes - Delinquent	3,075	7,000	9,515	5,400	5,500
Personal Property taxes - Current	137,394	144,248	158,580	150,000	151,500
Personal Prop Taxes- Delinquent	7,188	7,239	8,000	8,000	8,000
Utility Real Property	25,174	18,162	25,575	20,000	22,000
Financial Institution	1,667	33,118	10,000	22,000	22,000
Interest on Property Taxes	0	165	0	0	0
Property Taxes Total	**1,170,041**	**1,218,781**	**1,339,170**	**1,270,400**	**1,308,600**
Intergovernment Revenue					
Gasoline Tax	611,124	623,306	634,000	620,000	632,000
County Road & Bridge Tax	520,198	526,201	586,300	560,000	565,000
Cigarette Tax	68,290	59,600	60,000	57,000	55,000
State Auto SalesTax	193,414	203,674	213,239	210,000	210,000
Motor Vehicle Fees	94,727	99,655	100,000	102,000	102,000
Intergovernment Revenue Total	**1,487,753**	**1,512,436**	**1,593,539**	**1,549,000**	**1,564,000**
Sales Tax					
Municipal Sales Tax	3,815,852	3,693,426	4,085,745	3,920,000	3,920,000
Fire Sales Tax	491,597	497,230	553,500	515,000	520,000
Sales Tax Total	**4,307,449**	**4,190,656**	**4,639,245**	**4,435,000**	**4,440,000**
Licenses					
Motor Vehicle License	113,242	114,145	117,300	117,000	117,000
Merch/Manuf License	376,578	358,697	401,475	385,000	390,000
Liquor Licenses	18,159	18,856	19,585	20,000	20,000
Vending Machine Licenses	1,825	1,975	2,025	2,025	2,025
Telecommunications Leases	557,484	199,290	157,055	204,000	204,000
Licenses Total	**1,067,288**	**692,963**	**697,440**	**728,025**	**733,025**

Summary of Revenue ***General Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Inspection Fees & Permits					
Building Permits	723,876	729,204	585,000	625,000	625,000
Excavation Permits	18,550	24,800	17,500	37,000	37,000
Occupancy Permits	22,015	21,460	21,000	21,000	21,000
Housing Inspections	62,076	57,605	60,000	60,000	60,000
Contractor Registration	60,600	63,794	60,000	65,000	65,000
Tree Licenses & Permits	16,612	14,380	12,000	12,000	12,000
Inspection Fees & Permits Total	**903,729**	**911,243**	**755,500**	**820,000**	**820,000**
Utility Taxes					
Water Gross Receipts	286,036	297,696	316,200	316,200	320,000
Gas Gross Receipts	636,236	667,579	770,000	720,000	690,000
Telephone Gross Receipts	689,187	658,614	650,000	600,000	690,000
Electric Gross Receipts	1,526,764	1,505,066	1,574,250	1,630,000	1,655,000
Utility Taxes Total	**3,138,223**	**3,128,955**	**3,310,450**	**3,266,200**	**3,355,000**
Fines					
Parking Fines	40,764	30,675	35,000	35,000	35,000
Municipal Court fines	655,539	638,670	750,000	575,000	575,000
Fines Total	**696,303**	**669,345**	**785,000**	**610,000**	**610,000**
Services					
Cable Franchise Fees	365,195	339,353	370,000	325,000	325,000
Ambulance Charge	473,709	407,084	435,000	435,000	437,000
Police Report & Alarm Fees	1,430	1,892	1,500	1,500	1,500
Services Total	**840,334**	**748,329**	**806,500**	**761,500**	**763,500**

Summary of Revenue ***General Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Recreation Fees					
Fitness Daily Admissions	41,780	31,341	31,000	32,000	32,000
Fitness Passes	245,540	253,968	255,000	242,000	245,000
Day Camp Fees	106,203	113,441	95,000	97,000	97,000
Action Park Fees	595	1,000	0	1,000	0
Ice Arena Program Fees	442,034	454,640	463,500	510,000	490,000
Recreation Program Fees	190,776	191,594	176,000	185,000	180,000
Aquatic Ctr Admissions	331,405	324,716	311,000	315,000	311,000
Rink Passes	9,560	9,531	11,000	7,000	9,000
Ice Arena Admissions	99,305	97,475	90,000	98,000	95,000
Concessions	18,019	14,598	16,000	15,000	17,000
Park Facility Rental	62,903	73,301	65,000	66,000	65,000
Tennis Fees	17,955	17,210	15,000	18,000	5,000
Fitness Programs	228,385	232,808	232,000	207,000	210,000
Recreation Facility Rental	88,954	99,801	100,000	89,950	87,000
Learn To Skate Program	40,258	42,329	40,000	38,000	40,000
Recreation Fees Total	**1,923,672**	**1,957,753**	**1,900,500**	**1,920,950**	**1,883,000**
Other Income					
Inmate Security Fund	11,062	10,410	12,000	10,000	10,000
Police Forfeiture Revenue	78,650	12,050	0	12,500	12,500
Police Training Fees	17,485	15,828	20,000	20,000	20,000
Donations	65,695	6,159	30,000	20,000	20,000
Planning Commission Filing Fee	2,000	4,300	3,000	3,500	3,500
Court Forfeiture Revenue	0	21,317	0	21,000	21,000
Parking Permits	40,350	41,090	42,000	41,000	41,000
Interest Income	41,656	62,863	50,000	75,000	75,000
Other Jurisdictions	116,597	123,073	124,000	128,000	130,000
Miscellaneous Income	111,855	87,170	125,000	140,000	144,000
Other Income Total	**485,350**	**384,260**	**406,000**	**471,000**	**477,000**
Total Revenue	**16,020,142**	**15,414,721**	**16,233,344**	**15,832,075**	**15,954,125**

Summary of Expenditures by Activity General Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
General Government					
City Council	56,444	37,935	53,114	45,796	31,048
Boards and Commissions	34,502	21,212	26,175	24,739	45,375
City Manager	245,066	257,503	266,353	263,992	269,660
Legal Services	171,160	153,678	231,612	224,279	225,769
City Clerk	168,234	173,196	183,269	181,020	191,413
Human Resources	317,765	308,625	309,889	312,349	302,560
Municipal Court	218,077	230,071	189,383	190,427	196,856
Finance	483,471	457,631	473,010	490,562	517,603
Customer Service	109,729	108,137	126,240	109,644	113,170
Information Technology	307,424	327,765	366,515	345,778	371,677
Risk Management	291,309	301,689	296,575	302,242	323,950
	2,403,181	**2,377,442**	**2,522,135**	**2,490,828**	**2,589,081**
Public Safety (Fire/Police)					
Police	4,038,380	4,061,707	4,401,798	4,351,971	4,544,350
Police Shared Services	353,923	399,419	440,174	440,139	414,724
Fire	3,973,105	3,913,827	4,192,553	4,112,858	4,059,318
	8,365,408	**8,374,953**	**9,034,525**	**8,904,968**	**9,018,392**
Public Works					
Admin/Engineering	231,249	236,693	251,435	277,275	239,743
Street Maintenance	1,275,553	1,283,839	1,357,486	1,260,069	1,269,127
Garage	126,653	147,808	146,501	144,916	148,701
City Hall Complex	125,418	138,167	154,910	152,725	151,550
Service Center	54,737	56,847	59,460	54,440	56,940
	1,813,610	**1,863,354**	**1,969,792**	**1,889,425**	**1,866,061**

Summary of Expenditures by Activity General Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Parks and Recreation					
Parks	502,907	463,141	415,212	401,337	375,062
Parks Business District	0	0	104,556	100,994	101,514
Recreation	766,079	802,265	809,863	790,285	804,329
Aquatic Center	311,991	359,663	350,131	350,296	363,767
Ice Arena	463,457	424,974	466,445	455,260	492,045
Fitness	523,081	504,992	559,378	520,552	553,312
	2,567,515	**2,555,035**	**2,705,585**	**2,618,724**	**2,690,029**
Planning & Development					
Planning	169,552	173,688	191,370	189,613	195,378
Code Enforcement	476,056	465,336	503,691	541,478	544,019
Community Improvement	0	0	0	0	0
	645,608	**639,024**	**695,061**	**731,091**	**739,397**
Totals	**15,795,322**	**15,809,808**	**16,927,098**	**16,635,036**	**16,902,960**

Budgeted Expenditures by Type General Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
General Government						
City Council	4,098	5,800	21,150	0	0	31,048
Boards and Commissions	0	7,550	37,825	0	0	45,375
City Manager	241,420	1,150	27,090	0	0	269,660
Legal Services	17,644	500	207,625	0	0	225,769
City Clerk	186,688	1,660	3,065	0	0	191,413
Human Resources	251,585	6,775	44,200	0	0	302,560
Municipal Court	173,862	2,800	20,194	0	0	196,856
Finance	362,643	3,450	151,510	0	0	517,603
Customer Service	107,480	2,450	3,240	0	0	113,170
Information Technology	190,536	19,671	161,470	0	0	371,677
Risk Management	37,600	0	286,350	0	0	323,950
General Government Total	**1,573,556**	**51,806**	**963,719**	**0**	**0**	**2,589,081**
Public Safety (Fire/Police)						
Police	4,199,523	86,124	258,703	0	0	4,544,350
Police Shared Services	0	2,800	411,924	0	0	414,724
Fire	3,837,456	100,012	121,850	0	0	4,059,318
Public Safety (Fire/Police) Total	**8,036,979**	**188,936**	**792,477**	**0**	**0**	**9,018,392**
Public Works						
Admin/Engineering	221,838	3,220	14,685	0	0	239,743
Street Maintenance	900,542	121,480	247,105	0	0	1,269,127
Garage	133,051	14,250	1,400	0	0	148,701
City Hall Complex	0	13,920	136,630	1,000	0	151,550
Service Center	0	7,450	49,490	0	0	56,940
Public Works Total	**1,255,431**	**160,320**	**449,310**	**1,000**	**0**	**1,866,061**
Parks and Recreation						
Parks	185,846	41,390	142,826	5,000	0	375,062
Parks Business District	74,964	26,550	0	0	0	101,514
Recreation	521,069	87,718	195,542	0	0	804,329
Aquatic Center	90,270	20,630	252,867	0	0	363,767
Ice Arena	312,263	45,490	134,292	0	0	492,045
Fitness	360,810	29,330	163,172	0	0	553,312
Parks and Recreation Total	**1,545,222**	**251,108**	**888,699**	**5,000**	**0**	**2,690,029**
Planning & Development						
Planning	183,768	1,460	10,150	0	0	195,378
Code Enforcement	517,890	8,034	18,095	0	0	544,019
Community Improvement	0	0	0	0	0	0
Planning & Development Total	**701,658**	**9,494**	**28,245**	**0**	**0**	**739,397**
Total	**13,112,846**	**661,664**	**3,122,450**	**6,000**	**0**	**16,902,960**

Summary of Revenue and Expenditures Public Safety Sales Tax Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Sales Tax	0	0	750,000	900,000	1,200,000
Total Revenue	**0**	**0**	**750,000**	**900,000**	**1,200,000**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Other Financing Sources (uses)					
Operating Transfer Out	0	0	-457,540	-468,373	-818,511
Total Other Financing Sources	**0**	**0**	**-457,540**	**-468,373**	**-818,511**

Summary of Revenue ***Public Safety Sales Tax Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Sales Tax					
Police Sales Tax	0	0	750,000	900,000	1,200,000
Sales Tax Total	**0**	**0**	**750,000**	**900,000**	**1,200,000**
Total Revenue	**0**	**0**	**750,000**	**900,000**	**1,200,000**

Summary of Revenue and Expenditures Park Improvement Tax Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Sales Tax	786,553	795,521	806,000	806,000	806,000
Other Income	1,132	3,257	500	1,000	1,000
Total Revenue	**787,685**	**798,778**	**806,500**	**807,000**	**807,000**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Expenditures					
Parks and Recreation	530,186	765,709	918,011	888,732	715,746
Total Expenditures	**530,186**	**765,709**	**918,011**	**888,732**	**715,746**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Other Financing Sources (uses)					
Operating Transfer In	0	0	200,000	200,000	0
Operating Transfer Out	-50,000	-50,000	-50,000	-50,000	-50,000
Total Other Financing Sources	**-50,000**	**-50,000**	**150,000**	**150,000**	**-50,000**

Summary of Revenue ***Park Improvement Tax Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Sales Tax					
Municipal Sales Tax	786,553	795,521	806,000	806,000	806,000
Sales Tax Total	**786,553**	**795,521**	**806,000**	**806,000**	**806,000**
Other Income					
Interest Income	1,132	3,257	500	1,000	1,000
Other Income Total	**1,132**	**3,257**	**500**	**1,000**	**1,000**
Total Revenue	**787,685**	**798,778**	**806,500**	**807,000**	**807,000**

Summary of Expenditures by Activity Park Improvement Tax Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Parks and Recreation					
Park Improvement	530,186	765,709	918,011	888,732	715,746
	530,186	**765,709**	**918,011**	**888,732**	**715,746**
Totals	**530,186**	**765,709**	**918,011**	**888,732**	**715,746**

Budgeted Expenditures by Type Park Improvement Tax Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Parks and Recreation						
Park Improvement	373,006	100,200	122,540	120,000	0	715,746
Parks and Recreation Total	**373,006**	**100,200**	**122,540**	**120,000**	**0**	**715,746**
Total	**373,006**	**100,200**	**122,540**	**120,000**	**0**	**715,746**

Summary of Revenue and Expenditures Police and Fire Pension Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Property Taxes	633,515	603,788	1,066,000	1,066,300	1,073,065
Other Income	6,065	10,053	6,000	10,000	10,000
Total Revenue	**639,580**	**613,841**	**1,072,000**	**1,076,300**	**1,083,065**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Expenditures					
Public Safety (Fire/Police)	681,825	579,727	1,233,589	1,156,800	1,112,905
Total Expenditures	**681,825**	**579,727**	**1,233,589**	**1,156,800**	**1,112,905**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**

Summary of Revenue ***Police and Fire Pension Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Property Taxes					
Real Estate Taxes - Current	530,956	521,173	950,000	950,000	957,065
Real Estate Taxes - Delinquent	15,933	-5,913	3,000	3,000	3,000
Personal Property taxes - Current	72,991	75,030	100,000	100,000	100,000
Personal Prop Taxes- Delinquent	3,741	3,812	3,000	3,000	3,000
Utility Real Property	9,894	9,686	10,000	10,300	10,000
Property Taxes Total	**633,515**	**603,788**	**1,066,000**	**1,066,300**	**1,073,065**
Other Income					
Interest Income	6,065	10,053	6,000	10,000	10,000
VEBA Earnings	0	0	0	0	0
Other Income Total	**6,065**	**10,053**	**6,000**	**10,000**	**10,000**
Total Revenue	**639,580**	**613,841**	**1,072,000**	**1,076,300**	**1,083,065**

Summary of Expenditures by Activity Police and Fire Pension Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Public Safety (Fire/Police)					
Police & Fire Pension Trust	681,825	579,727	1,233,589	1,156,800	1,112,905
	681,825	**579,727**	**1,233,589**	**1,156,800**	**1,112,905**
Totals	**681,825**	**579,727**	**1,233,589**	**1,156,800**	**1,112,905**

Budgeted Expenditures by Type Police and Fire Pension Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Public Safety (Fire/Police)						
Police & Fire Pension Trust	1,109,905	0	3,000	0	0	1,112,905
Public Safety (Fire/Police) Total	**1,109,905**	**0**	**3,000**	**0**	**0**	**1,112,905**
Total	**1,109,905**	**0**	**3,000**	**0**	**0**	**1,112,905**

Summary of Revenue and Expenditures Street Improvement Tax Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Property Taxes	773,105	771,553	779,000	781,888	788,800
Other Income	10,254	15,295	9,000	10,000	10,000
Total Revenue	**783,359**	**786,848**	**788,000**	**791,888**	**798,800**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Expenditures					
Public Works	1,131,919	1,268,121	910,457	761,103	877,063
Total Expenditures	**1,131,919**	**1,268,121**	**910,457**	**761,103**	**877,063**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Other Financing Sources (uses)					
Operating Transfer Out	0	0	0	0	-75,000
Total Other Financing Sources	**0**	**0**	**0**	**0**	**-75,000**

Summary of Revenue ***Street Improvement Tax Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Property Taxes					
Real Estate Taxes - Current	663,695	656,604	670,000	670,000	677,800
Real Estate Taxes - Delinquent	2,356	4,644	5,000	5,000	5,000
Personal Property taxes - Current	87,962	93,500	88,000	90,000	90,000
Personal Prop Taxes- Delinquent	4,522	4,697	4,000	4,000	4,000
Utility Real Property	14,570	12,108	12,000	12,888	12,000
Property Taxes Total	**773,105**	**771,553**	**779,000**	**781,888**	**788,800**
Other Income					
Interest Income	10,254	15,295	9,000	10,000	10,000
Other Income Total	**10,254**	**15,295**	**9,000**	**10,000**	**10,000**
Total Revenue	**783,359**	**786,848**	**788,000**	**791,888**	**798,800**

Summary of Expenditures by Activity Street Improvement Tax Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Public Works					
Street Improvement	343,772	283,202	320,677	303,123	309,303
Street Projects	788,147	984,919	589,780	457,980	567,760
	1,131,919	**1,268,121**	**910,457**	**761,103**	**877,063**
Totals	**1,131,919**	**1,268,121**	**910,457**	**761,103**	**877,063**

Budgeted Expenditures by Type Street Improvement Tax Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Public Works						
Street Improvement	259,443	29,160	20,700	0	0	309,303
Street Projects	0	0	3,000	564,760	0	567,760
Public Works Total	**259,443**	**29,160**	**23,700**	**564,760**	**0**	**877,063**
Total	**259,443**	**29,160**	**23,700**	**564,760**	**0**	**877,063**

Summary of Revenue and Expenditures Capital Improvement Tax Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Sales Tax	1,574,495	1,547,536	1,579,000	1,563,200	1,563,200
Other Income	16,907	22,445	54,958	52,650	18,000
Total Revenue	**1,591,402**	**1,569,981**	**1,633,958**	**1,615,850**	**1,581,200**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Expenditures					
General Government	73,430	39,767	80,074	63,128	169,817
Public Safety (Fire/Police)	439,237	889,403	193,158	177,598	338,000
Public Works	945,726	526,181	1,345,274	1,200,609	998,127
Parks and Recreation	406,684	286,669	432,715	406,006	662,060
Planning & Development	0	0	12,808	12,808	0
Debt Service	0	0	0	0	0
Total Expenditures	**1,865,077**	**1,742,020**	**2,064,029**	**1,860,149**	**2,168,004**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Other Financing Sources (uses)					
Operating Transfer In	0	0	0	0	82,500
	10,218	3,657	3,657	3,657	20,000
Total Other Financing Sources	**10,218**	**3,657**	**3,657**	**3,657**	**102,500**

Summary of Revenue ***Capital Improvement Tax Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Sales Tax					
Municipal Sales Tax	1,574,495	1,547,536	1,579,000	1,563,200	1,563,200
Sales Tax Total	**1,574,495**	**1,547,536**	**1,579,000**	**1,563,200**	**1,563,200**
Other Income					
Interest Income	3,907	4,502	1,000	3,000	3,000
Miscellaneous Income	13,000	17,943	53,958	49,650	15,000
Other Income Total	**16,907**	**22,445**	**54,958**	**52,650**	**18,000**
Total Revenue	**1,591,402**	**1,569,981**	**1,633,958**	**1,615,850**	**1,581,200**

Summary of Expenditures by Activity Capital Improvement Tax Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
General Government					
General Gov Capital Improvement	73,430	39,767	80,074	63,128	169,817
	73,430	**39,767**	**80,074**	**63,128**	**169,817**
Public Safety (Fire/Police)					
Police Capital Improvement	201,986	167,761	154,758	143,402	251,500
Fire Capital Improvement	237,251	721,642	38,400	34,196	86,500
	439,237	**889,403**	**193,158**	**177,598**	**338,000**
Public Works					
Public Works Capital Improvement	945,726	526,181	1,345,274	1,200,609	998,127
	945,726	**526,181**	**1,345,274**	**1,200,609**	**998,127**
Parks and Recreation					
Parks & Rec Capital Improvement	406,684	286,669	432,715	406,006	662,060
	406,684	**286,669**	**432,715**	**406,006**	**662,060**
Planning & Development					
Planning Capital Improvement	0	0	12,808	12,808	0
	0	**0**	**12,808**	**12,808**	**0**
Debt Service					
Capital Improvement Debt Service	0	0	0	0	0
	0	**0**	**0**	**0**	**0**
Totals	**1,865,077**	**1,742,020**	**2,064,029**	**1,860,149**	**2,168,004**

Budgeted Expenditures by Type Capital Improvement Tax Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
General Government						
General Gov Capital Improvement	0	0	0	169,817	0	169,817
General Government Total	**0**	**0**	**0**	**169,817**	**0**	**169,817**
Public Safety (Fire/Police)						
Police Capital Improvement	0	0	0	251,500	0	251,500
Fire Capital Improvement	0	0	0	86,500	0	86,500
Public Safety (Fire/Police) Total	**0**	**0**	**0**	**338,000**	**0**	**338,000**
Public Works						
Public Works Capital Improvement	0	0	25,000	973,127	0	998,127
Public Works Total	**0**	**0**	**25,000**	**973,127**	**0**	**998,127**
Parks and Recreation						
Parks & Rec Capital Improvement	0	0	0	662,060	0	662,060
Parks and Recreation Total	**0**	**0**	**0**	**662,060**	**0**	**662,060**
Planning & Development						
Planning Capital Improvement	0	0	0	0	0	0
Planning & Development Total	**0**	**0**	**0**	**0**	**0**	**0**
Debt Service						
Capital Improvement Debt Service	0	0	0	0	0	0
Debt Service Total	**0**	**0**	**0**	**0**	**0**	**0**
Total	**0**	**0**	**25,000**	**2,143,004**	**0**	**2,168,004**

Summary of Revenue and Expenditures Grant Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Intergovernment Revenue	166,842	659,170	235,210	1,201,000	1,024,930
Total Revenue	**166,842**	**659,170**	**235,210**	**1,201,000**	**1,024,930**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Expenditures					
Public Safety (Fire/Police)	108,666	112,547	105,800	108,480	108,000
Public Works	2,181	567,810	129,410	129,410	435,530
Parks and Recreation	528,320	164,319	18,000	40,336	481,400
Total Expenditures	**639,167**	**844,676**	**253,210**	**278,226**	**1,024,930**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**

Summary of Revenue ***Grant Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Intergovernment Revenue					
Police Grants	108,666	112,546	105,800	108,000	108,000
Parks & Rec Grants	6,401	472,918	0	513,000	481,400
Public Works Grants	51,775	73,706	129,410	580,000	435,530
Intergovernment Revenue Total	**166,842**	**659,170**	**235,210**	**1,201,000**	**1,024,930**
Total Revenue	**166,842**	**659,170**	**235,210**	**1,201,000**	**1,024,930**

Summary of Expenditures by Activity Grant Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Public Safety (Fire/Police)					
Police Grants	108,666	112,547	105,800	108,480	108,000
	108,666	**112,547**	**105,800**	**108,480**	**108,000**
Public Works					
Grants	2,181	567,810	129,410	129,410	435,530
	2,181	**567,810**	**129,410**	**129,410**	**435,530**
Parks and Recreation					
Parks & Rec Grants	528,320	164,319	18,000	40,336	481,400
	528,320	**164,319**	**18,000**	**40,336**	**481,400**
Totals	**639,167**	**844,676**	**253,210**	**278,226**	**1,024,930**

Budgeted Expenditures by Type Grant Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Public Safety (Fire/Police)						
Police Grants	108,000	0	0	0	0	108,000
Public Safety (Fire/Police) Total	**108,000**	**0**	**0**	**0**	**0**	**108,000**
Public Works						
Grants	0	0	0	435,530	0	435,530
Public Works Total	**0**	**0**	**0**	**435,530**	**0**	**435,530**
Parks and Recreation						
Parks & Rec Grants	0	0	6,400	475,000	0	481,400
Parks and Recreation Total	**0**	**0**	**6,400**	**475,000**	**0**	**481,400**
Total	**108,000**	**0**	**6,400**	**910,530**	**0**	**1,024,930**

Summary of Revenue and Expenditures Storm Water Improvement Tax	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Sales Tax	196,638	198,880	194,750	200,500	200,500
Other Income	1,431	3,134	1,000	2,000	2,000
Total Revenue	**198,069**	**202,014**	**195,750**	**202,500**	**202,500**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Expenditures					
Public Works	55,393	82,111	371,902	94,781	605,185
Total Expenditures	**55,393**	**82,111**	**371,902**	**94,781**	**605,185**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**

Summary of Revenue ***Storm Water Improvement Tax***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Sales Tax					
Municipal Sales Tax	196,638	198,880	194,750	200,500	200,500
Sales Tax Total	**196,638**	**198,880**	**194,750**	**200,500**	**200,500**
Other Income					
Interest Income	1,431	3,134	1,000	2,000	2,000
Other Income Total	**1,431**	**3,134**	**1,000**	**2,000**	**2,000**
Total Revenue	**198,069**	**202,014**	**195,750**	**202,500**	**202,500**

Summary of Expenditures by Activity Storm Water Improvement Tax	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Public Works					
Storm Water Improvement	55,393	82,111	371,902	94,781	605,185
	55,393	**82,111**	**371,902**	**94,781**	**605,185**
Totals	**55,393**	**82,111**	**371,902**	**94,781**	**605,185**

Budgeted Expenditures by Type Storm Water Improvement Tax	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Public Works						
Storm Water Improvement	31,295	1,450	12,440	560,000	0	605,185
Public Works Total	**31,295**	**1,450**	**12,440**	**560,000**	**0**	**605,185**
Total	**31,295**	**1,450**	**12,440**	**560,000**	**0**	**605,185**

Summary of Revenue and Expenditures Sewer Lateral Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Other Income	227,070	340,324	407,000	400,079	400,100
Total Revenue	**227,070**	**340,324**	**407,000**	**400,079**	**400,100**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Expenditures					
Public Works	390,043	440,201	443,680	409,380	445,179
Total Expenditures	**390,043**	**440,201**	**443,680**	**409,380**	**445,179**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**

Summary of Revenue ***Sewer Lateral Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Other Income					
Interest Income	320	-116	0	0	0
Sewer Lateral Fees	226,750	340,440	407,000	400,079	400,100
Other Income Total	**227,070**	**340,324**	**407,000**	**400,079**	**400,100**
Total Revenue	**227,070**	**340,324**	**407,000**	**400,079**	**400,100**

Summary of Expenditures by Activity Sewer Lateral Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Public Works					
Sanitary Sewer Lateral Repair	390,043	440,201	443,680	409,380	445,179
	390,043	**440,201**	**443,680**	**409,380**	**445,179**
Totals	**390,043**	**440,201**	**443,680**	**409,380**	**445,179**

Budgeted Expenditures by Type Sewer Lateral Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Public Works						
Sanitary Sewer Lateral Repair	56,894	2,110	386,175	0	0	445,179
Public Works Total	**56,894**	**2,110**	**386,175**	**0**	**0**	**445,179**
Total	**56,894**	**2,110**	**386,175**	**0**	**0**	**445,179**

Summary of Revenue and Expenditures Old Webster Taxing District Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Property Taxes	41,429	50,558	40,000	40,000	40,000
Licenses	35,623	32,297	35,000	35,000	35,000
Other Income	131	340	100	300	300
Total Revenue	**77,183**	**83,195**	**75,100**	**75,300**	**75,300**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Expenditures					
Planning & Development	41,499	40,292	53,030	45,960	53,490
Total Expenditures	**41,499**	**40,292**	**53,030**	**45,960**	**53,490**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Other Financing Sources (uses)					
Operating Transfer Out	-35,678	-31,240	-37,240	-37,240	-37,980
Total Other Financing Sources	**-35,678**	**-31,240**	**-37,240**	**-37,240**	**-37,980**

Summary of Revenue ***Old Webster Taxing District Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Property Taxes					
Real Estate Taxes - Current	41,490	40,380	40,000	40,000	40,000
Real Estate Taxes - Delinquent	-521	43	0	0	0
Financial Institution	460	10,135	0	0	0
Interest on Property Taxes	0	0	0	0	0
Property Taxes Total	**41,429**	**50,558**	**40,000**	**40,000**	**40,000**
Licenses					
Merch/Manuf License	35,623	32,297	35,000	35,000	35,000
Licenses Total	**35,623**	**32,297**	**35,000**	**35,000**	**35,000**
Other Income					
Interest Income	131	340	100	300	300
Miscellaneous Income	0	0	0	0	0
Other Income Total	**131**	**340**	**100**	**300**	**300**
Total Revenue	**77,183**	**83,195**	**75,100**	**75,300**	**75,300**

Summary of Expenditures by Activity Old Webster Taxing District Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Planning & Development					
Old Webster Taxing District	41,499	40,292	53,030	45,960	53,490
	41,499	**40,292**	**53,030**	**45,960**	**53,490**
Totals	**41,499**	**40,292**	**53,030**	**45,960**	**53,490**

Budgeted Expenditures by Type Old Webster Taxing District Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Planning & Development						
Old Webster Taxing District	0	5,000	48,490	0	0	53,490
Planning & Development Total	**0**	**5,000**	**48,490**	**0**	**0**	**53,490**
Total	**0**	**5,000**	**48,490**	**0**	**0**	**53,490**

Summary of Revenue and Expenditures Old Orchard Taxing District Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Property Taxes	34,666	35,013	30,000	30,000	30,000
Licenses	21,940	21,302	22,000	22,000	22,000
Other Income	94	152	50	50	50
Total Revenue	**56,700**	**56,467**	**52,050**	**52,050**	**52,050**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Expenditures					
Planning & Development	21,686	28,183	28,770	22,040	41,890
Total Expenditures	**21,686**	**28,183**	**28,770**	**22,040**	**41,890**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Other Financing Sources (uses)					
Operating Transfer Out	-27,270	-27,147	-33,438	-33,438	-31,959
Total Other Financing Sources	**-27,270**	**-27,147**	**-33,438**	**-33,438**	**-31,959**

Summary of Revenue ***Old Orchard Taxing District Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Property Taxes					
Real Estate Taxes - Current	34,955	34,856	30,000	30,000	30,000
Real Estate Taxes - Delinquent	-289	157	0	0	0
Property Taxes Total	**34,666**	**35,013**	**30,000**	**30,000**	**30,000**
Licenses					
Merch/Manuf License	21,940	21,302	22,000	22,000	22,000
Licenses Total	**21,940**	**21,302**	**22,000**	**22,000**	**22,000**
Other Income					
Interest Income	94	152	50	50	50
Other Income Total	**94**	**152**	**50**	**50**	**50**
Total Revenue	**56,700**	**56,467**	**52,050**	**52,050**	**52,050**

Summary of Expenditures by Activity Old Orchard Taxing District Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Planning & Development					
Old Orchard Taxing District	21,686	28,183	28,770	22,040	41,890
	21,686	**28,183**	**28,770**	**22,040**	**41,890**
Totals	**21,686**	**28,183**	**28,770**	**22,040**	**41,890**

Budgeted Expenditures by Type Old Orchard Taxing District Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Planning & Development						
Old Orchard Taxing District	0	400	41,490	0	0	41,890
Planning & Development Total	**0**	**400**	**41,490**	**0**	**0**	**41,890**
Total	**0**	**400**	**41,490**	**0**	**0**	**41,890**

Summary of Revenue and Expenditures Crossroads Taxing District Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Property Taxes	13,750	15,101	15,500	15,500	15,500
Licenses	9,310	8,830	9,000	9,000	9,000
Total Revenue	**23,060**	**23,931**	**24,500**	**24,500**	**24,500**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Expenditures					
Planning & Development	14,349	8,427	11,650	6,560	11,450
Total Expenditures	**14,349**	**8,427**	**11,650**	**6,560**	**11,450**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Other Financing Sources (uses)					
Operating Transfer Out	-17,875	-17,875	-20,360	-20,360	-40,825
Total Other Financing Sources	**-17,875**	**-17,875**	**-20,360**	**-20,360**	**-40,825**

Summary of Revenue ***Crossroads Taxing District Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Property Taxes					
Real Estate Taxes - Current	15,912	15,965	15,500	15,500	15,500
Real Estate Taxes - Delinquent	-2,162	-864	0	0	0
Property Taxes Total	**13,750**	**15,101**	**15,500**	**15,500**	**15,500**
Licenses					
Merch/Manuf License	9,310	8,830	9,000	9,000	9,000
Licenses Total	**9,310**	**8,830**	**9,000**	**9,000**	**9,000**
Total Revenue	**23,060**	**23,931**	**24,500**	**24,500**	**24,500**

Summary of Expenditures by Activity Crossroads Taxing District Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Planning & Development					
Crossroads Taxing District	14,349	8,427	11,650	6,560	11,450
	14,349	**8,427**	**11,650**	**6,560**	**11,450**
Totals	**14,349**	**8,427**	**11,650**	**6,560**	**11,450**

Budgeted Expenditures by Type Crossroads Taxing District Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Planning & Development						
Crossroads Taxing District	0	1,550	5,900	2,000	2,000	11,450
Planning & Development Total	**0**	**1,550**	**5,900**	**2,000**	**2,000**	**11,450**
Total	**0**	**1,550**	**5,900**	**2,000**	**2,000**	**11,450**

Summary of Revenue and Expenditures General Obligation Debt Service	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Property Taxes	1,286,819	1,325,368	1,293,000	1,298,910	1,313,000
Other Income	3,534	5,446	3,000	6,000	6,000
Total Revenue	**1,290,353**	**1,330,814**	**1,296,000**	**1,304,910**	**1,319,000**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Expenditures					
Debt Service	1,176,562	1,178,662	1,184,350	1,184,350	1,182,500
Total Expenditures	**1,176,562**	**1,178,662**	**1,184,350**	**1,184,350**	**1,182,500**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**

Summary of Revenue ***General Obligation Debt Service***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Property Taxes					
Real Estate Taxes - Current	1,128,282	1,155,800	1,125,000	1,130,000	1,145,000
Real Estate Taxes - Delinquent	-85	7,824	10,000	10,000	10,000
Personal Property taxes - Current	128,807	133,979	130,000	130,000	130,000
Personal Prop Taxes- Delinquent	8,791	7,182	7,000	7,000	7,000
Utility Real Property	21,024	20,583	21,000	21,910	21,000
Property Taxes Total	**1,286,819**	**1,325,368**	**1,293,000**	**1,298,910**	**1,313,000**
Other Income					
Interest Income	3,534	5,446	3,000	6,000	6,000
Other Income Total	**3,534**	**5,446**	**3,000**	**6,000**	**6,000**
Total Revenue	**1,290,353**	**1,330,814**	**1,296,000**	**1,304,910**	**1,319,000**

Summary of Expenditures by Activity General Obligation Debt Service	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Debt Service					
General Obligation Debt Service	1,176,562	1,178,662	1,184,350	1,184,350	1,182,500
	1,176,562	**1,178,662**	**1,184,350**	**1,184,350**	**1,182,500**
Totals	**1,176,562**	**1,178,662**	**1,184,350**	**1,184,350**	**1,182,500**

Budgeted Expenditures by Type General Obligation Debt Service	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Debt Service						
General Obligation Debt Service	0	0	0	0	1,182,500	1,182,500
Debt Service Total	**0**	**0**	**0**	**0**	**1,182,500**	**1,182,500**
Total	**0**	**0**	**0**	**0**	**1,182,500**	**1,182,500**

Summary of Revenue and Expenditures Shoppes At Old Webster TIF Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Revenues					
Property Taxes	325,378	319,513	173,590	267,739	0
Sales Tax	171,288	173,554	165,000	110,991	0
Utility Taxes	3,418	3,442	3,505	3,515	0
Other Income	210	1,042	200	719	0
Total Revenue	**500,294**	**497,551**	**342,295**	**382,964**	**0**

	2017 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Expenditures					
Debt Service	434,759	646,739	342,295	394,553	0
Total Expenditures	**434,759**	**646,739**	**342,295**	**394,553**	**0**

	2016 Actual	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**

Summary of Revenue ***Shoppes At Old Webster TIF Fund***	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Property Taxes					
Real Estate Taxes - Current	327,681	319,513	173,590	267,739	0
Real Estate Taxes - Delinquent	-2,303	0	0	0	0
Property Taxes Total	**325,378**	**319,513**	**173,590**	**267,739**	**0**
Sales Tax					
Municipal Sales Tax	171,288	173,554	165,000	110,991	0
Sales Tax Total	**171,288**	**173,554**	**165,000**	**110,991**	**0**
Utility Taxes					
Water Gross Receipts	436	440	445	449	0
Gas Gross Receipts	660	664	675	678	0
Telephone Gross Receipts	1,256	1,265	1,290	1,292	0
Electric Gross Receipts	1,066	1,073	1,095	1,096	0
Utility Taxes Total	**3,418**	**3,442**	**3,505**	**3,515**	**0**
Other Income					
Interest Income	210	1,042	200	719	0
Other Income Total	**210**	**1,042**	**200**	**719**	**0**
Total Revenue	**500,294**	**497,551**	**342,295**	**382,964**	**0**

Summary of Expenditures by Activity Shoppes At Old Webster TIF Fund	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Debt Service					
Shoppes At Old Webster	434,759	646,739	342,295	394,553	0
	434,759	**646,739**	**342,295**	**394,553**	**0**
Totals	**434,759**	**646,739**	**342,295**	**394,553**	**0**

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MAJOR SOURCES OF REVENUE

The City of Webster Groves tracks major revenue sources on a monthly basis and uses trend analysis and other relevant information including City experience to project revenues. Each revenue source has unique characteristics. As a result, the starting point for an overall approach is certain assumptions regarding inflation, population changes, and assessed valuations. These factors are weighed along with historical trends, economic forecasts, regulatory decisions, weather and foreseeable development within the City. Information provided below identifies all major sources of the City's revenue for all City funds.

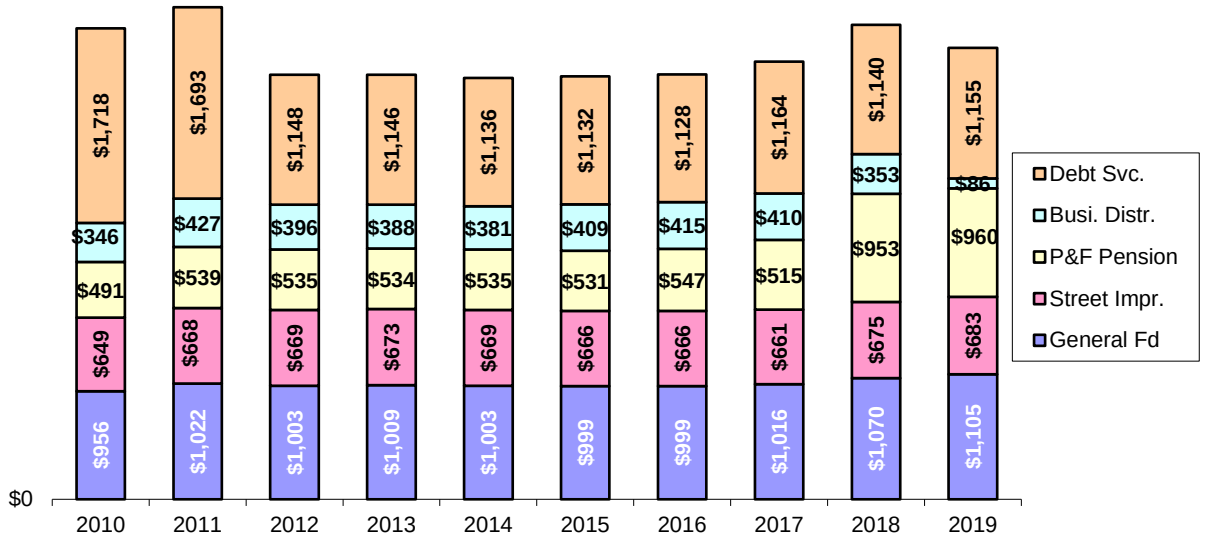
PROPERTY TAXES

A. Real Estate Tax

The Real Estate Tax is based upon the final assessed valuation (A.V.) of all real property within the City as established by the St. Louis County Assessor. Reassessments take place in odd-numbered years, resulting in updated values to property. Residential property is assessed at 19% of its market value, commercial property at 32%, and agricultural property at 12%. The City's current operating real estate tax levy is $.795 for residential property, and $.758 for commercial property per $100 of assessed valuation for real property. The City has no agricultural property. Taxes are collected by the St. Louis County Collector of Revenue and disbursed throughout the year. The County pursues all matters on the City's behalf, as the collecting agent. This tax is billed in the fall of each year and is due by December 31st. Real Estate Taxes are the City's most significant (largest) own-source revenue. However, as a revenue source at large, Real Estate Tax revenues are eclipsed by Sales Tax revenues.

The City of Webster Groves splits the Real Estate Tax (based on property tax levies) between the General Fund, Street Improvement Fund, Police & Fire Pension Fund, the Special Business Districts and related TIF, and General Obligation Debt Retirement. As a result, the graph noted below commingles the funds to show in totality the Real Estate tax trend.

Real Estate Tax-10 Year Trend in Thousands



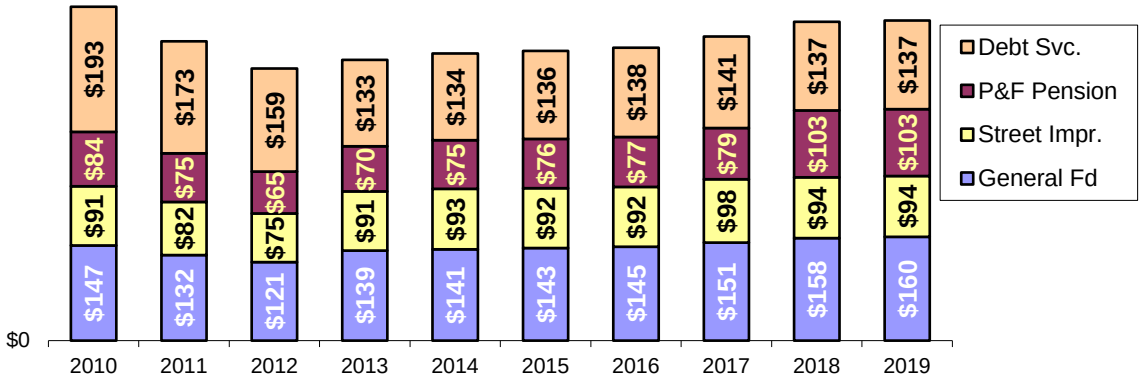
Combined Real Estate Tax Revenues are anticipated to be $4,191,639 in total for FY18, with a decrease anticipated in FY19 for a total budgeted figure of $3,988,465. The decrease is due to the payoff of the Old Webster TIF.

B. Personal Property Tax

The Personal Property Tax is based upon the final assessed valuation (A.V.) of all personal property within the City as established by the St. Louis County Assessor. Personal property is assessed at 33.3% of its market value. The City's current personal property tax levy is $.902 per $100 of assessed valuation. Taxes are collected by St. Louis County Collector of Revenue and disbursed throughout the year. The County pursues all matters on the City's behalf, as the collecting agent. This tax is billed in the fall of each year and is due by December 31st.

The City of Webster Groves splits the Personal Property Tax between the General Fund, Street Improvement Fund, Police & Fire Pension Fund, and Debt Retirement. As a result, the graph noted below commingles the funds to show in totality the Personal Property Tax trend.

Personal Property Tax-10 Year Trend in Thousands



Combined Personal Property Tax Revenues are anticipated to be $492,000 in total for FY18, with a slight increase anticipated in FY19 for a total budgeted figure of $493,500.

C. Railroad and Utility Tax

The Railroad and Utility Tax is based upon the final assessed valuation (A.V.) of all railroad and utility property within the City as established by the St. Louis County Assessor. The City's current tax levy is $.758 per $100 of assessed valuation. Taxes are collected by St. Louis County Collector of Revenue and disbursed throughout the year. The County pursues all matters on the City's behalf, as the collecting agent. This tax is billed in the fall of each year and is due by December 31st. The City of Webster Groves splits this tax between the General Fund, Street Improvement Fund, Police & Fire Pension Fund, and Debt Retirement. Railroad and Utility Tax Revenues are anticipated to be earned as follows:

	Fiscal Year 2018	Fiscal Year 2019
General Fund	$20,000	$22,000
Street Improvement Fund	$12,888	$12,000
Police & Fire Pension Fund	$10,300	$10,000
Debt Retirement	$21,910	$21,000

Each of the revenues noted above are payable to each of their respective funds.

Intergovernmental Revenues

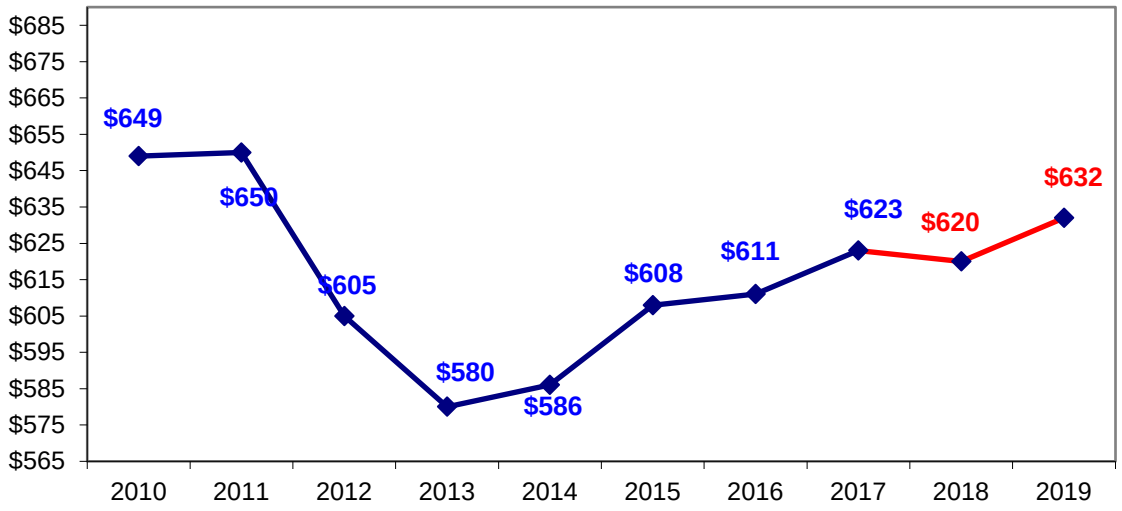
A. Missouri Gasoline Tax

The State of Missouri levies a per gallon gasoline tax which is distributed to the cities on a per capita basis as indicated by the most recent decennial census. The City receives gasoline tax revenue near the 25th of each month.

The state gasoline tax is $0.17 per gallon. It is estimated that the FY18 per capita gasoline tax distribution will be approximately $27.48. Based on the City of Webster Groves's adjusted 2010 census population of 22,995, gasoline tax revenues are projected to be $632,000 in FY19, a slight increase from the FY 2018 estimate. Missouri Gasoline Tax is credited to the General Fund. The graph below illustrates the Gasoline Tax Revenue Trend.

Fiscal Year End	Gasoline Tax	Percent Change
2010	$649,042	.86%
2011	$649,768	-.11%
2012	$604,882	-6.9%
2013	$579,961	-4.1%
2014	$586,412	1.1%
2015	$608,375	2.4%
2016	$611,124	0.4%
2017	$623,306	1.9%
2018 Estimated	$620,000	-.5%
2019 Budget	$632,000	1.9%

Missouri Gasoline Tax-10 Year Trend in Thousands

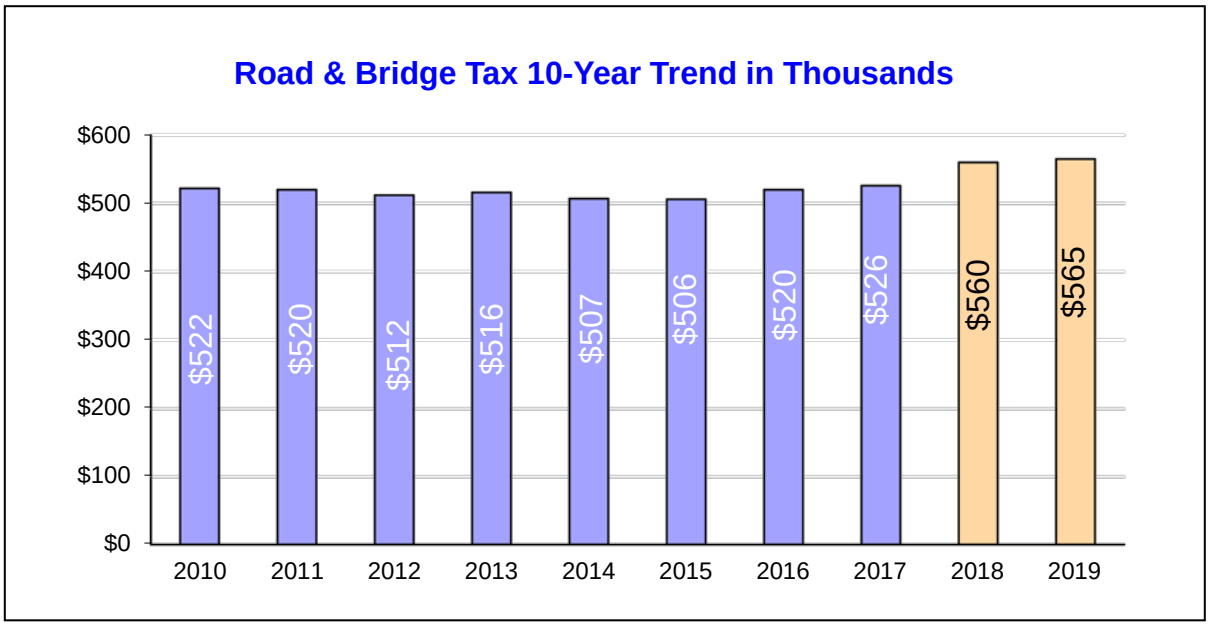


B. Road and Bridge Tax

The County's Road and Bridge Tax levy is $0.105 per $100 assessed valuation of both real and personal property within the City and is distributed to the City based on the City's assessed valuation. It is billed along with other property tax assessments in the fall of the year and is due December 31. The tax must

be collected for construction, maintenance, or repair of roads and/or bridges within the City. St. Louis County collects and administers this tax, and disburses it to the City on or near the 15th of each month. The historical revenue trend for road and bridge tax is shown in the table to the right. Based on this 10-year trend information, the FY19 Road and Bridge Tax is expected to yield $565,300, net of collection fees and uncollectibles. (A portion of these revenues is captured by the OW TIF). Part of this reduction is a result of the property tax rollback by St. Louis County. The Road and Bridge Tax revenue is credited to the General Fund. The graph below illustrates the Road and Bridge Tax Revenue Trend:

Year	Road & Bridge	% Change
2010	$521,655	-5.2%
2011	$519,700	-.37%
2012	$511,567	-1.6%
2013	$516,074	.01%
2014	$507,177	-1.7%
2015	$505,965	-.002%
2016	$520,198	2.8%
2017	$526,201	1.1%
2018 Estimated	$560.000	6.4%
2019 Budget	$565,000	.9%



C. Cigarette Tax

The State of Missouri distributes a statewide cigarette tax to cities on a per capita basis. The City receives this revenue on about the 15th of each month. Revenue estimates currently indicate that cigarette smoking has leveled off as it had in general in previous years of the trend, and tax revenue reflects a decrease in the FY17 estimate. Per capita cigarette tax revenue is estimated at $2.39 in FY19. Based on the City of Webster Groves's adjusted 2010 census population of 22,995 residents, cigarette tax revenue is projected to be $55,000 in FY19. Cigarette tax revenues are credited to the General Fund.

D. Motor Vehicle Sales Tax

The State of Missouri levies a 3% motor vehicle sales tax on all new vehicles purchased in the state. Of this revenue 75% is retained by the State, 15% is given to Missouri counties, and the remaining 10% is distributed to cities on a per capita basis as indicated by the most recent decennial census. Per capita motor vehicle sales tax revenue is estimated to be $9.13 in FY19. Based on the City of Webster Groves's adjusted 2010 census population of 22,995 residents, motor vehicle sales tax revenue is projected to be $210,000 in FY19. Motor vehicle sales tax is credited to the General Fund.

E. Motor Vehicle Fees
The State of Missouri levies motor vehicle fees for vehicle license plates. Portions of these motor vehicle fees are distributed to cities on a per capita basis, as indicated by the most recent decennial census**.** The disbursement is made on or about the 25th of each month.

Per capita motor vehicle fee revenue is estimated at $4.46 in FY19. Based on the City of Webster Groves's adjusted 2010 census population of 22,995 residents, motor vehicle fee revenue is projected to be $102,000 in FY19. Motor vehicle fees are credited to the General Fund.

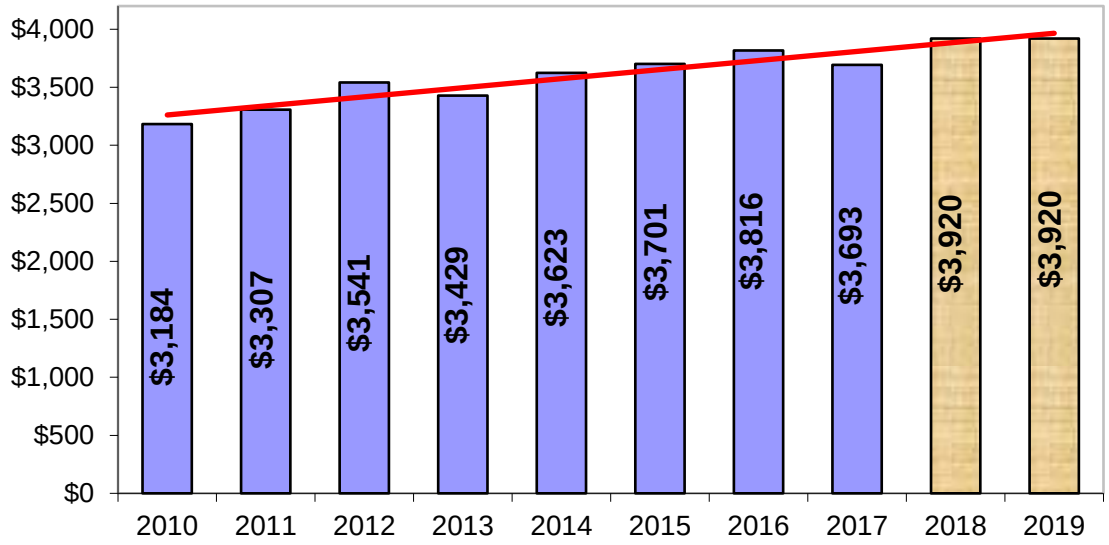
Sales Taxes

A. One Percent Sales Tax
There are two ways in which cities in St. Louis County receive sales tax distributions. One is through the point-of-sale method; the other is through a county-wide sales tax pool. Cities under the point-of-sale method receive actual taxes collected within their city. Cities in the pool receive a share based upon its population as a percentage of the pool population. Population figures are adjusted decennially based upon the latest census figures. Interim changes, aside from annexations, are not made. Sales tax distributions were adjusted based on the new census figures for 2010.

The City of Webster Groves receives a share of the county-wide 1% tax on retail sales through a pool comprised of unincorporated St. Louis County and many of the cities throughout St. Louis County. In addition, under legislation passed in 1994, pool cities receive a share of the sales tax generated in point-of-sale cities based on a county-wide redistribution formula.

Sales tax is collected by the State of Missouri, distributed to St. Louis County (who administers the sales tax redistribution formula) and wire-transferred to the City on the 10th of each month. The historical revenue trend for sales tax is shown below. Overall, growth has been steady over the most recent 10-year period, except for the dip in 2010.

One-Percent Sales Tax & Local Option 10-Year Trend (in Thousands)



B. One Quarter Percent (1/4%) Local Option Sales Tax

In addition to the one percent local retail sales tax that is collected countywide, there are five local option sales taxes that some individual cities may levy. The 1993 revenue reform legislation allows cities to levy an additional one quarter percent (1/4%) tax. Twelve and one-half (12.5) percent of that additional money is shared with the members of the one cent pool. Beginning in April 2005, this tax at ¼ cent was collected on all retail sales that take place within the City of Webster Groves's corporate boundaries. Local option sales tax is collected on a point-of-sale basis with sharing stipulations as required by law. Businesses remit on a monthly or quarterly basis in the period following the actual transaction.

Local Option Sales Tax is a part of the budgeted figure for the one Percent Sales Tax depicted in the graph on the previous page. These sales tax revenues are credited to the General Fund.

Sales tax is the City's single largest revenue source for the General Fund. Historically, the One-Percent Sales Tax constituted approximately 26% of the City's total general revenue. The amount collected varies due to the fact that some businesses make quarterly contributions. Revenues for FY19 from the 1% sales tax and the ¼% local option tax are estimated at $3,920,000.

C. Fire Protection Tax

In November 2004, Webster Groves voters approved a measure which allows the City to levy an additional sales tax of one-quarter of one percent (0.25%) on all retail sales that take place within the City of Webster Groves's corporate boundaries. Under Section 321.242 RSMo, cities may levy a sales tax of up to ¼% used solely for the operation of the municipal fire department. The ¼ cent fire protection tax is not subject to the sharing formula through the RSMo 66.620 revenue reform plan. For FY19, this tax is expected to generate $520,000 of revenue which will be credited to the General Fund.

D. Parks & Stormwater Sales Tax

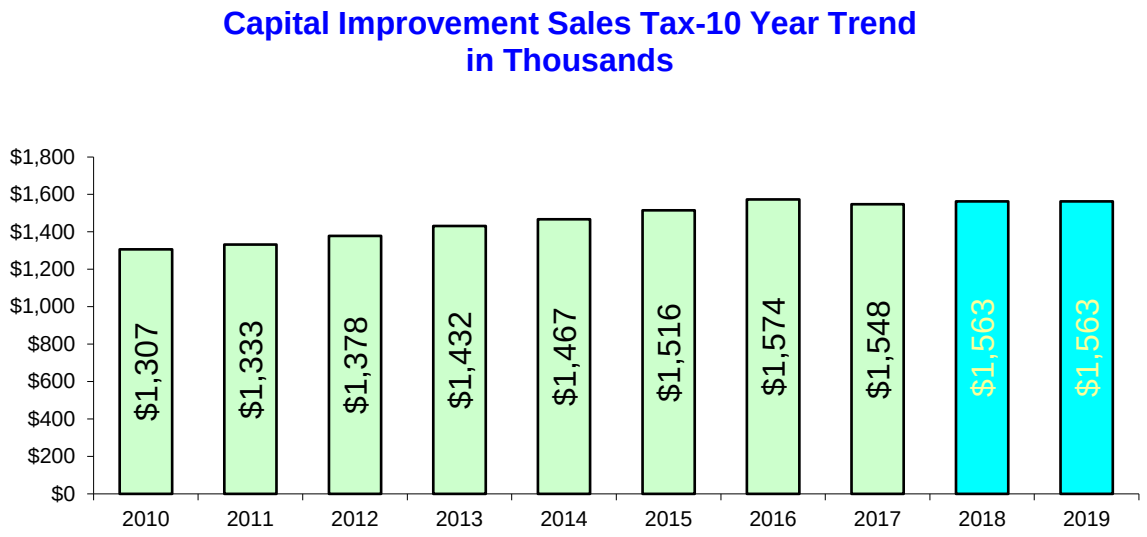
In April 1999, Webster Groves voters approved a measure which allows the City to levy an additional sales tax of one-half of one percent (0.5%) on all retail sales that take place within the City of Webster Groves's corporate boundaries. Under Missouri H.B. 88 in 1995, the enabling legislation for this tax, cities may levy a sales tax of up to ½% for park improvements, stormwater control purposes, or both. In adopting this legislation locally and placing the measure before the Webster Groves voters, the Webster Groves City Council chose to split the allocation so that 80% is used for park improvements and 20% is used for stormwater control purposes. Also consistent with H.B. 88, the ½ cent parks and stormwater control tax is not subject to the sharing formula through the RSMo 66.620 revenue reform plan.

Due to the uniqueness of the motor vehicle sales tax formula in St. Louis County, non-resident motor vehicle sales that occur in Webster Groves escape ½ cent sales taxation; the tax only applies to Webster Groves residents. As a result, the annual ½ cent sales tax figure is not calculated as simply one-half of gross sales. For FY19, this tax is expected to generate $806,000 of revenue for the Park Improvement Fund and $200,500 for the Storm Water Improvement Fund.

E. Capital Improvement Sales Tax

The City of Webster Groves receives a share of the ½% capital improvement sales tax on retail sales through a pool comprised of unincorporated St. Louis County and many of the cities throughout the County. As with most St. Louis County sales taxes, sharing stipulations were included in the law. Cities were given two options when receiving the money. Option I allows a city to retain 85% of the revenue collected within its borders and share 15% with those cities choosing Option II. Those selecting Option II would pool all of their receipts, added to 15% from the Option I cities, and receive revenue on a per capita basis from this pool. The City of Webster Groves selected Option II when this tax was approved by the voters in April 1996. Sales tax revenues are administered, collected, and distributed based on this formula by the State of Missouri. Businesses remit on a monthly or quarterly basis in the period following the actual transaction. Under Section 94-577 RSMo, funds generated from this tax are to be used solely for capital improvements.

The graph following illustrates the capital improvement sales tax revenue trend for the most recent 10-year period.



The City will budget a net sales tax figure of $1,563,200 for FY19. Capital improvement sales tax revenues are credited to the Capital Improvement Sales Tax Fund.

F. Police/Public Safety Sales Tax

In April 2017, voters in St. Louis County approved a county-wide sales tax of ½% for the purpose of providing funds for police and public safety. Revenues from this sales tax shall be used as follows: an amount equal to three-eighths of the proceeds of the tax shall be distributed to the County and the remaining five-eighths shall be distributed to the cities, towns and villages and the unincorporated area of the county according to the percentage of their population relative to the entire County. The County started to collect this tax on October 1, 2017. For FY19, this tax is expected to generate $1,200,000 of revenue which will be credited to the Public Safety Sales Tax Fund.

Licenses

A. Motor Vehicle License

The City of Webster Groves has contracted with St. Louis County for the collection of annual vehicle license fees. Every resident owner of a car or truck is charged $6.50 each, and $3.00 each for a motorcycle. This fee is billed on approximately October 1st (with the property tax bill) and is due by December 31st. FY 2019 budgeted revenue figures are $117,000, which is the same as budgeted 2018 revenues, and are very close to the revenues received in the prior three years. Motor vehicle license fees are credited to the General Fund.

B. Merchant/Manufacturer's License

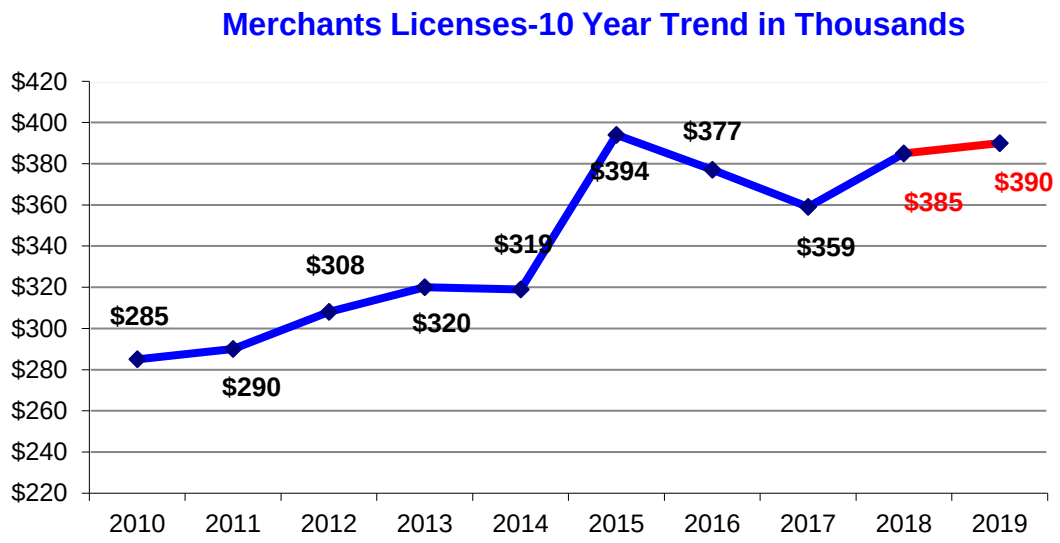
The City of Webster Groves charges local businesses a license fee to conduct business in Webster Groves. Every merchant, business, occupation and manufacturer in the City must pay a fee calculated as a percentage of annual gross receipts in order to obtain a business license. Business license fees are due to the City by April 30th of each year.

The City of Webster Groves charges local businesses a license fee to conduct business in Webster Groves based on the following schedule taken from Chapter 40, Section 40-180 of the City of Webster Groves Code of Ordinances: There shall be levied on the "gross receipts" of all merchants, manufacturers, and service organizations as defined within the Code of Ordinances, a license tax, paid annually by said merchants, manufacturers, and service occupations on the basis of the following rating schedule: On each one thousand dollars ($1,000) of gross receipts, or fraction thereof, on the first two million dollars ($2,000,000), a $1 fee per thousand is applied. On each one thousand dollars ($1,000) of gross receipts, or fraction thereof, in excess of two million dollars ($2,000,000), but not in excess of five million dollars ($5,000,000), a $.75 fee per thousand is applied. On each one thousand dollars ($1,000) of gross receipts, or fraction thereof, in excess of five million dollars ($5,000,000), but not in excess of ten million dollars ($10,000,000), a $.50 fee per thousand is applied. On each one thousand dollars ($1,000) of gross receipts, or fraction thereof, in excess of ten million dollars ($10,000,000), a $.25 fee per thousand is applied. However, the minimum fee shall be thirty-five dollars ($35.00).

Year	Business License	Percent Change
2010	$285,122	-7.65%
2011	$290,072	-5.90%
2012	$302,742	1.70%
2013	$319,500	4.40%
2014	$318,375	5.50%
2015	$393,699	-.3%
2016	$376,578	24.0%
2017	$358,697	-4.7%
2018 Est.	$385,000	7.3%
2019 Budget	$390,000	.01%

For FY19, Business License Fees of $390,000 are expected, which is slightly higher than estimated FY18 numbers. Business License fee revenue is credited to the General Fund.

The graph below illustrates the merchant license revenue trend:



C. Liquor License

In order to sell alcoholic beverages in the City of Webster Groves, a liquor license must be granted by the City Council. Liquor License Fees range from $22.50 per year to $5,000 per year, depending on the type of liquor sold. Liquor licenses are renewed on July 1 of each year.

FY19 revenue predictions are expected to pull slightly ahead of receipts from Estimated FY18 and is budgeted at $20,000 for FY19. This revenue is credited to the General Fund.

D. Telecommunications Leases
The City of Webster Groves currently has eight lease agreements for lease towers within the City with a number of telecommunications providers. These agreements have various payment terms and allocation increases. Additionally, the leases have various dates upon which they become due. Due to significant consolidation of telecommunications companies within the most recent few years, the City will need to analyze the possibility that all of these leases will be renegotiated, as they come due in future years. Further, this trend should be expected to proceed in future years as telecommunications companies continue to merge and choose to only retain a lease arrangement for one tower in a specific location. (In some situations, telecommunications companies now own towers located in the same area previously owned by separate and distinct telecommunication service providers prior to the merger.) The City has lost six lease agreements within the past six years, with decreases in revenues as a result. Therefore, the FY18 estimated figure is projected at $204,000 and the FY19 budgeted figure is also $204,000.

Inspection Fees

A. Building Permits
Building permits are issued for all residential and commercial remodeling and for new construction. The plan review fee is a nonrefundable processing fee of thirty dollars ($30.00). The building permit fee is a base fee of thirty dollars ($30.00) plus an additional fee of six dollars ($6.00) for each one thousand dollars ($1,000.00) of the value or fraction thereof. Additional inspections also cost thirty dollars ($30.00) each.

Estimated Revenue for FY18 of $625,000 is projected to be collected, which is a significant decrease from the actual number that was collected in 2017, but is in line with what we have collected within the past several years. This was due to the implementation of some larger construction projects in FY17. It is estimated to level off for FY 2019, with $625,000 budgeted for Building Permit revenue in FY19. Building permit revenue is credited to the General Fund.

B. Excavation Permits
Excavation permits are issued any time that work is done in the City's right-of-way. A valid Certificate of Liability insurance for the company performing the excavation must be on file and list the City of Webster Groves as the Certificate Holder and the Additional Insured. A homeowner may also be issued an excavation permit if he/she is performing the work and has Homeowner's Insurance. The fee for each excavation permit is fifty dollars ($50.00). Therefore, $37,000 is budgeted for FY19. Excavation permit revenue is credited to the General Fund.

C. Occupancy Permits
Every residential housing unit requires a residential occupancy inspection prior to a change of occupancy or ownership, including new construction. The residential occupancy fee is $25 per inspection. Occupancy Permit Fee revenues are estimated at $21,000 for FY19. Occupancy permit fees are credited to the General Fund.

D. Mechanical, Electric, and Plumbing Permits
Only licensed contractors or homeowners that have passed a homeowners test and signed an affidavit are allowed to obtain electrical or plumbing permits. This stipulation is not required for mechanical permits. The cost for these permits is based on the schedule of fees in the City of Webster Groves Code of Ordinances. The minimum fee is $65.00, including one inspection. The City anticipates revenue to meet prior year budget levels for FY19, budgeting $65,000 for this line item. Mechanical, electric, and plumbing license revenues are credited to the General Fund.

Utility Taxes

A. Gross Receipts Tax-Water
The City levies a 7% gross receipts tax on utilities doing business within the City of Webster Groves. Missouri-American Water Company (formerly St. Louis County Water) provides water to the City of Webster Groves. This tax is collected by the utility company and remitted to the City quarterly. Prior to February 2002, the City of Webster Groves owned and operated its own water facility for City residents.

Revenue is budgeted at $320,000 for FY19 and is credited to the General Fund.

B. Gross Receipts Tax-Gas
The City levies a 7% gross receipts tax on utilities doing business within the City of Webster Groves. Laclede Gas provides gas utility services to the City of Webster Groves. This tax is collected by the utility company and remitted to the City each subsequent month. This revenue is credited to the General Fund. About 60-70% 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 market price of natural gas are the major components of this revenue source. Gas gross receipts are budgeted at $690,000 for FY19 based on the City's experience.

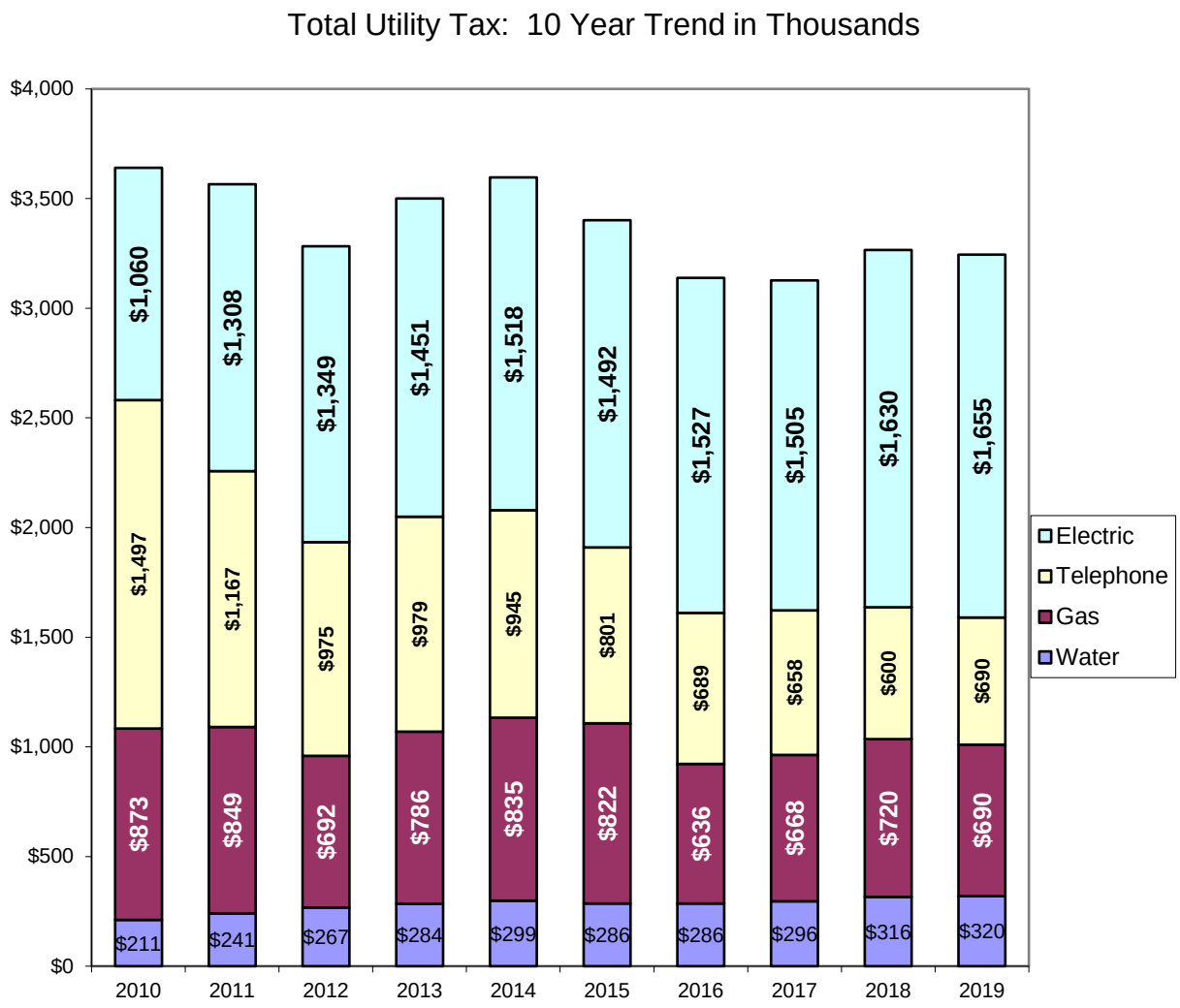
C. Gross Receipts Tax-Telephone
The City currently levies a 7% gross receipts tax on utilities doing business within the City. Multiple telephone companies provide local service to the City of Webster Groves. This tax is collected by the utility company and remitted to the City each subsequent month.

The technological advances society has achieved in recent years, in conjunction with the significant role played by the communications industry, is fostering the growth of the information age. This has led to a dramatic increase in other communications services demanded by society, other than telephone. Gross receipts for land lines has decreased while the City had seen marked increases in the usage of cellular phone service. This group of issues was previously initially addressed by the legislature who enacted legislation that was determined unconstitutional. After years of litigation on the matter, agreements were made with the major telecommunications providers and municipalities are now receiving payments for usage of cellular phones under the same provisions as they had previously received for land lines. During the latter period of the litigation, some telecommunications companies began to pay taxes as "protested taxes". These revenues paid under protest were recorded in an escrow account in the liability section of the general fund's balance sheet. In addition, with the finalization of litigation with the major cellular phone providers, the City of Webster Groves received payments of back taxes by June 30th, 2008, and then recorded the previously recorded liability as a revenue. Therefore, telephone gross receipts spiked to $1,582,936 for FY08. It spiked again in 2010 to $1,496,762 with a landline settlement with AT&T of about $477,000. However, now some companies are either paying under protest or are not paying the fee based on the agreement settled in court, so revenues are down and on-going litigation will likely result. Further, certain revenue streams, such as cell phone insurance, equipment purchases and leasing, and data usage are excluded from the gross receipts calculation by many cell phone providers. The FY19 revenue for this item is budgeted at $590,000. Gross Receipts Tax for Telephone Services is credited to the General Fund.

D. Gross Receipts Tax-Electric
The City levies a 7% gross receipts tax on utilities doing business within the City of Webster Groves. AmerenUE provides electric service to the City of Webster Groves. This tax is collected by the utility company and remitted to the City each subsequent month. This revenue is credited to the General Fund.

Utility taxes are susceptible to business activity, climatic conditions, changes in technology, and regulated rates. In early 2017, AmerenUE increased rates by about $3 per electrical customer based on approval from the Public Service Commission. Electric gross receipts are expected to net $1,655,000 for FY19.

In total, utility gross receipts are depicted in the table below.



Year	Gross Receipts	Percent Change
2010	$3,640,972	-16.16%
2011	$3,564,738	12.20%
2012	$3,282,390	-2.00%
2013	$3498,507	-7.90%
2014	$3,596,714	6.60%
2015	$3,400,922	.180%
2016	$3,138,223	-5.44%
2017	$3,128,955	-.3%
2018 Est.	$3,266,200	.04%
2019 Budget	$3,355,000	2.7%

Fines

A. Municipal Court
The Municipal Court levies a variety of fines for violations of local traffic laws and other City Ordinances. All receipts are deposited in the General Fund. Municipal Court Fines are a product of the penal system. It is not the City's policy to maximize its government finances through the use of the judicial process; therefore Court Fines are not considered a targeted revenue source that the City strives to achieve. Revenue for FY19 is expected to remain the same as the FY18 estimates of $596,000. Therefore, court revenue is budgeted at $596,000 for FY19 and is credited to the General Fund.

Services

A. Cable Franchise Fees
A 5% franchise fee on the adjusted receipts of cable television providers is paid to the City on a quarterly basis. By law, cable television service is not considered a utility. However, the City requires franchise fees for broadband telecommunications providers. This revenue is dependent on cable television usage and rates. Cable franchise fees from Charter Communications and AT&T are budgeted at $325,000 for FY19 and are credited to the General Fund.

B. Ambulance Charge
The City of Webster Groves provides ambulatory services to residents of the City through the City's Fire Department. Billing and professional claims processing for this service is provided by a 3rd party agent, ProClaims Billing. Revenue for FY19 is expected to increase slightly to $437,000 with FY18 estimates of $435,000. Ambulance charge reimbursements are credited to the General Fund.

Recreation Fees

A. Fitness Daily Admissions, Passes, and Programs
The City of Webster Groves's Fitness Center opened in January of 2008. This 6,000 square foot fitness center provides a variety of fitness and wellness programs, including traditional offerings as well as cutting edge components. The City projects revenue from these three line items to reach $487,000 for FY19. Revenue from Fitness Daily Admissions, Passes, and Programs will be credited to the General Fund.

B. Day Camp
The City of Webster Groves offers a Day Camp program known as Camp Webegee that runs from June 4, 2018 through August 3, 2018. Fees per weekly session are $85 per resident and $93 per non-resident. The City projects revenue for this line item to reach $97,000 for FY19, which is the same as the FY18 estimates. Day Camp fees are credited to the General Fund.

C. Ice Arena Admissions, Rink Passes, and Program Fees
The Ice Arena charges daily admission fees to participating residents of $3 each per day and $4 to participating non-residents per day. The Ice Arena hosts a number of programs, including Ice Rink Rental, a Party Room, Special Events, Training Sessions and Hockey Camps. The City projects revenue for these three line items to reach $594,000 for FY19, which is a slight reduction from FY18 estimates. Ice Arena Admissions, Rink Passes and Program Fees are credited to the General Fund.

D. Recreation Program Fees & Facility Rental
The Recreation Department hosts a number of programs, including Special Events, Camps, Just for Youth, Just for Adults/Seniors, and Mid-County Munis. Most recreation programs are classified under this category except larger programs such as Camp Webegee and Community Days, which are split out as separate line items. The City projects revenue from both the Recreation Program Fees and Facility Rental to reach $267,000 for FY19, which is a decrease from estimated FY18 of $274,950. Recreation Program Fees and Facility Rental are credited to the General Fund.

E. Aquatic Center Admissions
The Aquatic Complex is open to residents, guests of residents, and non-resident season-pass holders from Memorial Day weekend through Labor Day. Daily admissions fees range from $0-5 per resident, and $8 per guest. Aquatic season passes and guest season passes are also sold, with prices varying by age, family size, and residency. The City projects revenue for Aquatic Center Admissions to reach $311,000 for FY19, which is a small decrease from FY18 estimated figures of $315,000. Aquatic Center Admissions revenues are credited to the General Fund.

Other Income

A. Police Training Fees
A $2 fee per ticket is charged to those convicted of all City violations. This money is set-aside to help offset the cost of ongoing training for the Police Department. The FY19 revenue is projected to be $20,000. Police Training revenue is also a product of the penal system and it is not the City's policy to attempt to maximize its government finances through the use of the judicial process. Police Training revenues are credited to the General Fund.

B. Parking Permits
The City of Webster Groves issues parking permits for parking garages and surface parking spaces located within the City. Yellow permits, costing $400.00, are issued for the covered portion of the parking garage. Orange permits, costing $200.00, are issued for parking spaces in the Old Webster Business District. Blue permits, costing $200.00, are issued for parking spaces located at Bompart and W. Lockwood. Parking permits are valid from January 1st through December 31st of each year. The cost of the permit is pro-rated but refunds are not issued and permits are non-transferable. For FY19, the City projects to earn $41,000 in parking permit revenue, which is credited to the General Fund.

C. Interest Income
Interest income represents the interest earned from the daily investment of excess working capital. For FY19, interest income for the general fund is expected to add an additional $75,000 to the City's coffers. An additional $32,350 in interest income is projected for FY19 in the remaining appropriated funds of the City.

D. Other Jurisdictions
The Webster Groves School District provides funding for seventy-five percent (75%) of the salaries and benefits of two Webster Groves Police officers who serve the district as School Liaison Officers. The estimated revenues for this reimbursement for FY19 are budgeted at $130,000 and is credited to the General Fund.

Other Revenues

A. Sewer Lateral Fee
In November 2000, in compliance with Section 249.422 RSMo., Webster Groves voters approved a Sewer Lateral Repair Program. This program allows the City to repair residential sewer lateral breaks, which often transgress public infrastructure (ie. streets and sidewalks), escalating the ultimate cost to the resident. This program will now allow the City to make such repairs at great convenience (of both time and money) to the homeowner. On April 5, 2016, Webster Groves voters approved a referendum that allows the city to assess a fee of up to $50 per year for residential units with six (6) dwelling units or less. (The prior annual fee was set at a maximum of $28 per year.) The annual fee is established by the City Council. If the City Council wishes to change the amount of the fee, or abolish it, that must be done prior to September 1 of that year, otherwise no action is required.

St. Louis County serves as collecting agent, and the fee is paid concurrent with the individual tax bill, due by December 31 of each year. In FY19 the City projects $400,100 in Sewer Lateral Fee revenue, with a fee assessed of $50 to each Webster Groves homeowner for 2019, which is credited to the Sewer Lateral Fund.

B. Grants

Grants represent intergovernmental funds from the Federal, State, or Local government or affiliation of the government, awarded to the City for specific purposes. The City of Webster Groves has successfully received significant funds in the past to assist in efforts to renovate and update City facilities, parks, and to complete general infrastructure projects. For FY19, the City expects to receive $1,024,930 in grant revenues, credited to the Grant Fund. These grants include a municipal park grant, a Police grant and a Public Works grant.

Full-Time Personnel Summary		2017 Authorized	2018 Authorized	2019 Authorized
Fund/Department/Program	**Position Title**			
General Fund				
General Government				
City Manager	City Manager	1.00	1.00	1.00
City Manager Total		**1.00**	**1.00**	**1.00**
City Clerk	City Clerk	1.00	1.00	1.00
	Deputy City Clerk	1.00	1.00	1.00
City Clerk Total		**2.00**	**2.00**	**2.00**
Human Resources	Human Resources Specialist	1.00	1.00	1.00
Human Resources Total		**1.00**	**1.00**	**1.00**
Municipal Court	Court Clerk	2.00	2.00	2.00
Municipal Court Total		**2.00**	**2.00**	**2.00**
Finance	Assistant City Manager	1.00	1.00	1.00
	Finance Manager	1.00	1.00	1.00
	Accountant	1.00	1.00	1.00
	Accounting/Purchasing Coordinator	0.00	0.00	1.00
Finance Total		**3.00**	**3.00**	**4.00**
Customer Service	Customer Service Representative	2.00	2.00	2.00
Customer Service Total		**2.00**	**2.00**	**2.00**
Information Technology	Information Technology Manager	1.00	1.00	1.00
	GIS Coordinator	0.50	0.50	0.50
	IT Technician	1.00	1.00	1.00
Information Technology Total		**2.50**	**2.50**	**2.50**
Police	Police Chief	1.00	1.00	1.00
	Police Captain	2.00	1.00	2.00
	Lieutenant	3.00	4.00	3.00
	Sergeant	6.00	6.00	6.00
	Patrol Officer	34.00	36.00	37.00

Full-Time Personnel Summary		2017 Authorized	2018 Authorized	2019 Authorized
Fund/Department/Program	**Position Title**			
Police	Administrative Assistant	1.00	1.00	1.00
	Administrative Clerk / Secretary	1.00	1.00	1.00
Police Total		**48.00**	**50.00**	**51.00**
Fire	Fire Chief	1.00	1.00	1.00
	Asst Chief / Chief Training Officer	1.00	1.00	1.00
	Battalion Chief	3.00	3.00	3.00
	Fire Captain	6.00	6.00	6.00
	Firefighter / Paramedic	27.00	27.00	27.00
	Administrative Coordinator	1.00	1.00	1.00
Fire Total		**39.00**	**39.00**	**39.00**
Admin/Engineering	Public Works Director	0.60	0.60	0.60
	Public Works Asst. Director	0.25	0.25	0.25
	Engineering Inspector	0.25	0.25	0.25
	Administrative Coordinator	0.85	0.85	0.85
	Custodian	1.00	1.00	1.00
Admin/Engineering Total		**2.95**	**2.95**	**2.95**
Street Maintenance	Street Superintendent	1.00	1.00	1.00
	Asst Street Superintendent	1.00	1.00	1.00
	Building Maintenance Mechanic	0.00	1.00	1.00
	Building Maintenance Mechanic II	1.00	1.00	0.00
	Sr Maint Worker / Equip Operator	2.00	2.00	2.00
	Arborist	0.00	1.00	1.00
	Maintenance Worker II	4.00	4.00	4.00
	Maintenance Worker I	7.00	5.00	5.00
Street Maintenance Total		**16.00**	**16.00**	**15.00**
Garage	Fleet Maintenance Supervisor	1.00	1.00	1.00
	Equipment Mechanic I	1.00	1.00	1.00
Garage Total		**2.00**	**2.00**	**2.00**
Parks	Parks Superintendent	0.25	0.25	0.25

Full-Time Personnel Summary		2017 Authorized	2018 Authorized	2019 Authorized
Fund/Department/Program	**Position Title**			
Parks	Grounds Supervisor	1.00	1.00	1.00
	Building Maintenance Mechanic II	0.50	0.50	0.50
	Park Worker II	2.00	2.00	1.00
	Park Worker I	1.00	1.00	1.00
Parks Total		**4.75**	**4.75**	**2.75**
Parks Business District	Park Worker I	0.00	0.00	1.00
Parks Business District Total		**0.00**	**0.00**	**1.00**
Recreation	Parks & Recreation Director	0.75	0.75	0.75
	Recreation Superintendent	0.75	0.75	0.75
	Recreation Supervisor	1.00	1.00	1.00
	Building Maintenance Mechanic II	0.50	0.50	0.50
	Maintenance Worker I	1.00	1.00	1.00
	Administrative Coordinator	1.00	1.00	1.00
Recreation Total		**5.00**	**5.00**	**5.00**
Aquatic Center	Recreation Facilities Superintendent	0.25	0.25	0.25
	Recreation Superintendent	0.25	0.25	0.25
Aquatic Center Total		**0.50**	**0.50**	**0.50**
Ice Arena	Recreation Facilities Superintendent	0.75	0.75	0.75
	Asst. Ice Rink Manager	1.00	1.00	1.00
	Maintenance Worker II	0.00	1.00	1.00
	Maintenance Worker I	1.00	0.00	0.00
Ice Arena Total		**2.75**	**2.75**	**2.75**
Fitness	Fitness Supervisor	1.00	1.00	1.00
	Maintenance Worker I	1.00	1.00	1.00
Fitness Total		**2.00**	**2.00**	**2.00**
Planning	Planning & Development Director	1.00	1.00	1.00
	Planner	1.00	1.00	1.00

Full-Time Personnel Summary		2017 Authorized	2018 Authorized	2019 Authorized
Fund/Department/Program	**Position Title**			
Planning Total		**2.00**	**2.00**	**2.00**
Code Enforcement	Building Commissioner	1.00	1.00	1.00
	Building Inspector	1.00	1.00	1.00
	Plan Reviewer	1.00	1.00	1.00
	Code Enforcement Officer	2.00	2.00	2.00
	Administrative Assistant	1.00	1.00	1.00
	Permit Technician	1.00	1.00	1.00
Code Enforcement Total		**7.00**	**7.00**	**7.00**
General Fund Total		**145.45**	**147.45**	**147.45**
Street Improvement Tax Fund				
Public Works				
Street Improvement	Public Works Director	0.20	0.20	0.20
	Public Works Asst. Director	0.75	0.75	0.75
	Civil Engineer	0.90	0.90	0.90
	GIS Coordinator	0.50	0.50	0.50
	Engineering Inspector	0.25	0.25	0.25
Street Improvement Total		**2.60**	**2.60**	**2.60**
Street Improvement Tax Fund Total		**2.60**	**2.60**	**2.60**
Sewer Lateral Fund				
Public Works				
Sanitary Sewer Lateral Repair	Public Works Director	0.10	0.10	0.10
	Engineering Inspector	0.40	0.40	0.40
	Administrative Coordinator	0.15	0.15	0.15
Sanitary Sewer Lateral Repair Total		**0.65**	**0.65**	**0.65**
Sewer Lateral Fund Total		**0.65**	**0.65**	**0.65**
Storm Water Improvement Tax Fund				
Public Works				
Storm Water Improvement	Public Works Director	0.10	0.10	0.10

Full-Time Personnel Summary		2017 Authorized	2018 Authorized	2019 Authorized
Fund/Department/Program	**Position Title**			
Storm Water Improvement	Civil Engineer	0.10	0.10	0.10
	Engineering Inspector	0.10	0.10	0.10
Storm Water Improvement Total		**0.30**	**0.30**	**0.30**
Storm Water Improvement Tax Fund Total		**0.30**	**0.30**	**0.30**
Park Improvement Tax Fund				
Parks and Recreation				
Park Improvement	Parks & Recreation Director	0.25	0.25	0.25
	Parks Superintendent	0.75	0.75	0.75
	Horticulture Supervisor	1.00	1.00	1.00
	Park Worker II	1.00	0.00	1.00
	Park Worker I	1.00	2.00	1.00
Park Improvement Total		**4.00**	**4.00**	**5.00**
Park Improvement Tax Fund Total		**4.00**	**4.00**	**5.00**
All Personnel Total		**153.00**	**155.00**	**156.00**

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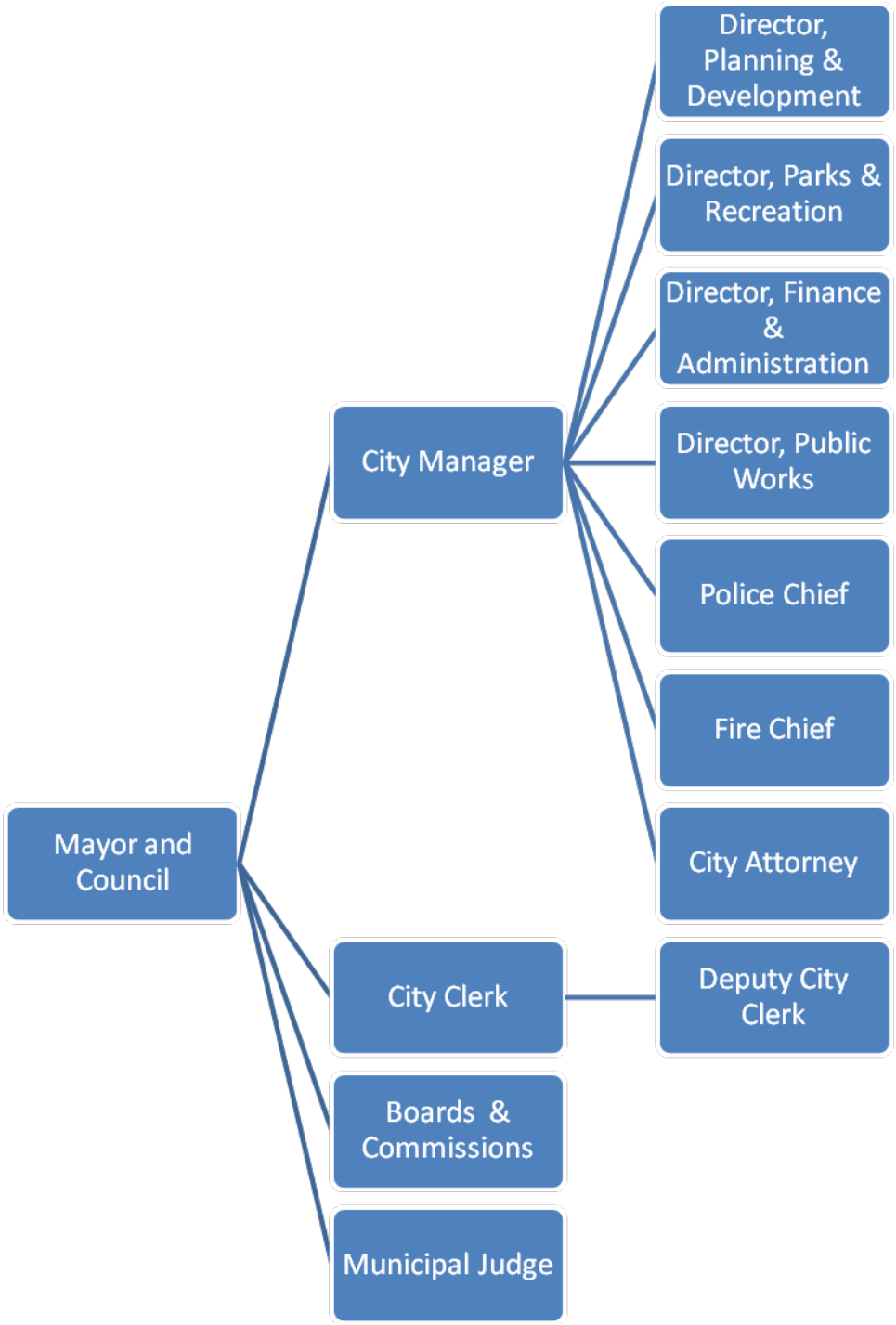

Mayor and Council
City Manager
Director, Planning & Development
Director, Parks & Recreation
Director, Finance & Administration
Director, Public Works
Police Chief
Fire Chief
City Attorney
City Clerk
Deputy City Clerk
Boards & Commissions
Municipal Judge

EXECUTIVE AND LEGISLATIVE

PERFORMANCE INDICATORS	Calendar Year 2015	Calendar Year 2016	Calendar Year 2017
Ordinances Passed	49	40	44
Resolutions Passed	46	39	49
Additions to Document center on Website	271	290	338
City Website Visits	262,598	296,096	281,433

Fund	Program
General	**City Council**
Department	Account Number
General Government	**01 - 01. 01**

Program Description

The Mayor and six Councilmembers are elected at large and serve four-year terms. The duties and responsibilities of the Mayor and Council are outlined in the City Charter. This program contains the activities and related costs of the Mayor and the City Council.

Budget Highlights

Fund	Program
General	**City Council**
Department	Account Number
General Government	**01 - 01 . 01**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	4,023	3,936	4,314	4,098	4,098
700 Materials and Supplies	4,876	4,096	6,050	6,026	5,800
800 Contractural Services	47,545	29,903	42,750	35,672	21,150
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**56,444**	**37,935**	**53,114**	**45,796**	**31,048**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Part Time Personnel			
Mayor	1.00	1.00	1.00
Council Members	6.00	6.00	6.00
Part Time Personnel Total	**7.00**	**7.00**	**7.00**

Fund	Program
General	**City Council**
Department	Account Number
General Government	**01 - 01 . 01**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
602	Part-Time	3,730	3,650	4,000	3,800	3,800
609	Workers Compensation	8	7	8	8	8
696	F.I.C.A.	285	279	306	290	290
	Total	**4,023**	**3,936**	**4,314**	**4,098**	**4,098**

Fund	Program
General	**City Council**
Department	Account Number
General Government	**01 - 01 . 01**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	472	349	900	900	900
702	Office Supplies	2,900	2,718	3,300	3,300	3,000
718	Special Events	1,504	1,029	1,850	1,826	1,900
	Total	**4,876**	**4,096**	**6,050**	**6,026**	**5,800**

Fund	Program
General	**City Council**
Department	Account Number
General Government	**01 - 01 . 01**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	17,953	1,875	3,000	0	0
812	Meetings & Conf	9,877	4,709	5,000	3,000	5,000
820	Elections	5,726	10,132	19,000	19,000	0
822	Memberships	10,172	10,172	10,350	10,172	10,750
829	Printing	200	0	200	0	200
830	Advertising	3,617	2,810	5,000	3,400	5,000
841	Publications	0	205	200	100	200
	Total	**47,545**	**29,903**	**42,750**	**35,672**	**21,150**

Fund	Program
General	**Boards and Commissions**
Department	Account Number
General Government	**01 - 01 . 08**

Program Description

The City Council has many Boards and Commissions with various duties. Support costs for these groups are funded through this program, including preparation of meeting minutes and advertising for vacant positions.

Budget Highlights

The budget for FY 2019 includes additional funds for the Historic Preservation Commission, the Arts Commission, the Sustainability Commission and the Business Development Commission.

Fund	Program
General	**Boards and Commissions**
Department	Account Number
General Government	**01 - 01 . 08**

Program Request **Type of Expenditure**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
600 Personnel	0	0	0	0	0
700 Materials and Supplies	5,511	6,642	6,350	5,550	7,550
800 Contractural Services	28,991	14,570	19,825	19,189	37,825
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**34,502**	**21,212**	**26,175**	**24,739**	**45,375**

Personnel Schedule	**Number of Employees**		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
General	**Boards and Commissions**
Department	Account Number
General Government	**01 - 01 . 08**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	40	22	150	150	150
718	Special Events	5,471	6,620	6,200	5,400	7,400
	Total	**5,511**	**6,642**	**6,350**	**5,550**	**7,550**

Fund	Program
General	**Boards and Commissions**
Department	Account Number
General Government	**01 - 01 . 08**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	27,339	12,445	16,525	16,339	34,525
812	Meetings & Conf	0	0	300	0	300
829	Printing	0	116	300	150	300
830	Advertising	1,652	2,009	2,700	2,700	2,700
	Total	**28,991**	**14,570**	**19,825**	**19,189**	**37,825**

Fund	Program
General	**City Manager**
Department	Account Number
General Government	**01 – 01 . 02**

Program Description

The City Manager provides professional leadership for the administration and execution of policies formulated by the City Council and is responsible for the day-to-day operations of the City Departments. He is responsible for developing and recommending options and solutions to issues for consideration by the City Council; implementing projects approved by the Council; and, plans, develops and monitors progress to meet current as well as future fiscal and operational needs of the City.

Budget Highlights

Fund	Program
General	**City Manager**
Department	Account Number
General Government	**01 - 01 . 02**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	216,339	226,814	235,338	233,877	241,420
700 Materials and Supplies	1,127	2,260	1,140	1,140	1,150
800 Contractural Services	27,600	28,429	29,875	28,975	27,090
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**245,066**	**257,503**	**266,353**	**263,992**	**269,660**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
City Manager	1.00	1.00	1.00
Full Time Personnel Total	**1.00**	**1.00**	**1.00**

Fund	Program
General	**City Manager**
Department	Account Number
General Government	**01 - 01 . 02**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	170,528	176,150	182,540	183,050	189,050
609	Workers Compensation	341	351	410	365	380
640	Deferred Compensation	13,534	14,036	14,600	14,645	15,125
656	Essex vision	289	277	315	300	315
691	Dental	1,694	2,368	3,072	1,024	1,600
693	Group Life	1,145	3,023	3,023	3,023	3,023
696	F.I.C.A.	9,983	11,383	10,540	10,615	10,702
697	Hospital & Medical	18,090	18,522	20,113	20,120	20,480
698	L-T Disability	735	704	725	735	745
	Total	**216,339**	**226,814**	**235,338**	**233,877**	**241,420**

Fund	Program
General	**City Manager**
Department	Account Number
General Government	**01 - 01 . 02**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	0	300	0	0	0
702	Office Supplies	468	278	340	340	350
703	Gasoline & Oil	624	620	600	600	600
730	Operational Equip	35	1,062	200	200	200
	Total	**1,127**	**2,260**	**1,140**	**1,140**	**1,150**

Fund	Program
General	**City Manager**
Department	Account Number
General Government	**01 - 01 . 02**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	6,445	10,775	9,350	9,350	6,500
812	Meetings & Conf	1,126	195	1,075	110	1,075
822	Memberships	3,812	2,427	2,800	2,800	2,800
826	Communications	843	924	850	915	915
832	Vehicle Maintenance	127	288	400	400	400
841	Publications	547	290	400	400	400
849	Public Reporting	14,700	13,530	15,000	15,000	15,000
	Total	**27,600**	**28,429**	**29,875**	**28,975**	**27,090**

Fund	Program
General	**Legal Services**
Department	Account Number
General Government	**01 - 01 . 07**

Program Description

Legal services for the City are provided through this program. The City Attorney provides legal counsel to the City Council, the City Manager, Department Managers and Boards and Commissions. The City Attorney also drafts ordinances and administrative regulations.

Budget Highlights

Fund	Program
General	**Legal Services**
Department	Account Number
General Government	**01 - 01 . 07**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	4,403	17,771	16,554	17,644
700 Materials and Supplies	0	346	1,500	500	500
800 Contractural Services	171,160	148,929	212,341	207,225	207,625
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**171,160**	**153,678**	**231,612**	**224,279**	**225,769**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Part Time Personnel			
Prosecutor Assistant	0.50	0.50	0.50
Part Time Personnel Total	**0.50**	**0.50**	**0.50**

Fund	Program
General	**Legal Services**
Department	Account Number
General Government	**01 - 01 . 07**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
602	Part-Time	0	4,083	16,475	15,350	16,362
609	Workers Compensation	0	8	36	30	30
696	F.I.C.A.	0	312	1,260	1,174	1,252
	Total	**0**	**4,403**	**17,771**	**16,554**	**17,644**

Fund	Program
General	**Legal Services**
Department	Account Number
General Government	**01 - 01 . 07**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
702	Office Supplies	0	346	1,500	500	500
	Total	**0**	**346**	**1,500**	**500**	**500**

Fund	Program
General	**Legal Services**
Department	Account Number
General Government	**01 - 01 . 07**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	171,160	147,662	210,391	206,000	206,000
812	Meetings & Conf	0	17	0	0	400
821	Maintenance Contracts	0	0	500	500	500
822	Memberships	0	1,250	700	725	725
829	Printing	0	0	750	0	0
	Total	**171,160**	**148,929**	**212,341**	**207,225**	**207,625**

Fund	Program
General	**City Clerk**
Department	Account Number
General Government	**01 - 01 . 10**

Program Description

The City Clerk's Office is responsible for official City records, ordinances and resolutions, official notices and advertisements, the official City Seal, preparation of meeting minutes and certification of official documents. This program contains the activities and related costs of the City Clerk's office, including maintenance of all records of the City and support of the City Council.

Budget Highlights

Fund	Program
General	**City Clerk**
Department	Account Number
General Government	**01 - 01 . 10**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	165,576	170,619	181,299	179,175	186,688
700 Materials and Supplies	1,434	1,477	1,560	1,560	1,660
800 Contractural Services	1,224	1,100	410	285	3,065
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**168,234**	**173,196**	**183,269**	**181,020**	**191,413**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
City Clerk	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00
Full Time Personnel Total	**2.00**	**2.00**	**2.00**

Fund	Program
General	**City Clerk**
Department: **General Government**	Account Number: **01 - 01 . 10**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	137,932	142,671	150,510	149,375	155,348
609	Workers Compensation	280	286	335	295	320
695	Overtime	1,328	988	1,500	500	1,000
696	F.I.C.A.	10,264	10,533	11,514	11,425	11,890
697	Hospital & Medical	15,772	16,141	17,440	17,580	18,130
	Total	**165,576**	**170,619**	**181,299**	**179,175**	**186,688**

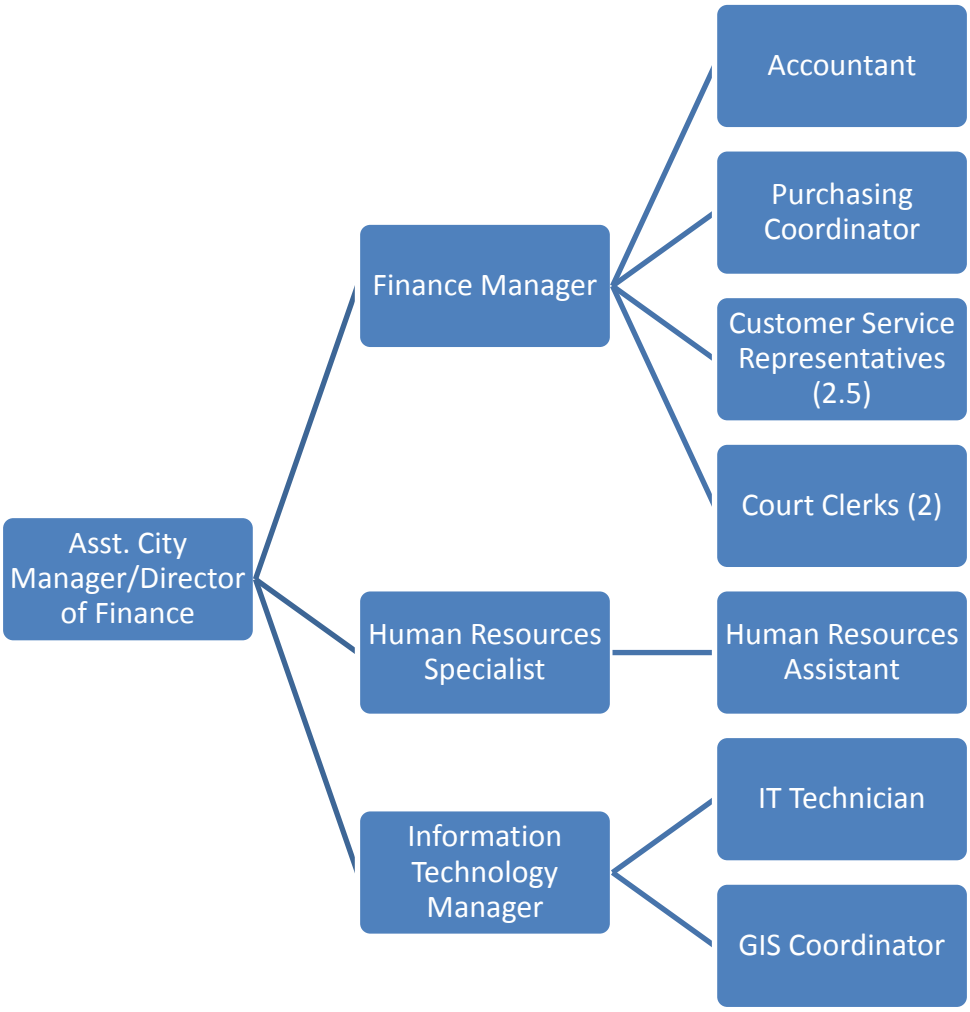
Fund	Program
General	**City Clerk**
Department	Account Number
General Government	**01 - 01 . 10**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	100	0	200	200	200
702	Office Supplies	1,334	1,477	1,360	1,360	1,460
	Total	**1,434**	**1,477**	**1,560**	**1,560**	**1,660**

Fund	Program
General	**City Clerk**
Department	Account Number
General Government	**01 - 01 . 10**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
812	Meetings & Conf	0	0	100	0	100
822	Memberships	330	200	310	285	385
848	Training & Education	894	900	0	0	2,580
	Total	**1,224**	**1,100**	**410**	**285**	**3,065**

Department of Finance & Administration



FINANCE AND ADMINISTRATION

PERFORMANCE INDICATORS	Calendar Year 2015	Calendar Year 2016	Calendar Year 2017
New Hires - Full Time	14	19	27
Court Cases Processed	8,216	8,400	8,386
Accounts Payable Checks	3,865	3,538	3,611
Written Purchase Orders	193	201	191
Employee Direct Deposits	10,215	10,300	9,741
Permits Issued	5,109	4,420	4,743
Licenses Issued	1,474	1,398	1,597
Parking Tickets Processed	2,471	2,369	2,196
Gift Certificates Sold	1,280	1,502	1,636
E-mail Messages Sent & Received	2,667,961	3,893,690	3,807,325
Spam Messages Stopped	233,238	287,473	285,457
Viruses Stopped	1,876	2,934	1,160

Fund	Program
General	**Human Resources**
Department	Account Number
General Government	**01 – 01. 03**

Program Description

This program encompasses the Human Resource activities of the City, including the recruitment and selection process, maintenance and distribution of the personnel policy manuals, and costs to administer the drug testing program. Also included in this program are the City's contribution to the Non-Uniform pension plan, funding for the employee assistance program, employee recognition awards, tuition and city-wide employee training.

Budget Highlights

Fund	Program
General	**Human Resources**
Department	Account Number
General Government	**01 - 01 . 03**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	256,659	256,013	260,219	261,547	251,585
700 Materials and Supplies	21,952	5,346	6,925	6,568	6,775
800 Contractural Services	39,154	47,266	42,745	44,234	44,200
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**317,765**	**308,625**	**309,889**	**312,349**	**302,560**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Human Resources Specialist	1.00	1.00	1.00
Full Time Personnel Total	**1.00**	**1.00**	**1.00**
Part Time Personnel			
Human Resources Assistant	0.50	0.50	0.50
Part Time Personnel Total	**0.50**	**0.50**	**0.50**

Fund	Program
General	**Human Resources**
Department: **General Government**	Account Number: **01 - 01 . 03**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	44,687	46,475	48,630	48,722	51,817
602	Part-Time	15,141	12,463	16,070	16,070	16,597
609	Workers Compensation	118	118	145	140	140
642	Pension	173,241	170,911	168,000	168,500	153,960
645	Misc Benefits & Awards	10,827	13,243	12,796	13,451	13,827
696	F.I.C.A.	3,907	3,895	4,950	4,956	5,234
697	Hospital & Medical	8,738	8,908	9,628	9,708	10,010
	Total	**256,659**	**256,013**	**260,219**	**261,547**	**251,585**

Fund	Program
General	**Human Resources**
Department: **General Government**	Account Number: **01 - 01 . 03**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	0	111	100	50	50
702	Office Supplies	1,957	1,460	1,700	1,700	1,700
716	Computer SW / HW	14,526	0	0	0	0
718	Special Events	5,469	3,775	5,125	4,818	5,025
	Total	**21,952**	**5,346**	**6,925**	**6,568**	**6,775**

Fund	Program
General	**Human Resources**
Department	Account Number
General Government	**01 - 01 . 03**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	5,874	4,354	2,150	3,940	2,540
812	Meetings & Conf	1,508	2,035	2,200	2,450	2,500
821	Maintenance Contracts	11,524	17,025	16,955	15,445	17,491
822	Memberships	295	370	525	624	624
829	Printing	108	25	100	100	75
830	Advertising	3,758	4,375	4,000	5,000	4,000
840	Medical Examinations	5,243	6,126	3,835	3,475	3,770
841	Publications	2,141	3,396	1,980	2,200	2,200
848	Training & Education	8,703	9,560	11,000	11,000	11,000
	Total	**39,154**	**47,266**	**42,745**	**44,234**	**44,200**

Fund	Program
General	**Municipal Court**
Department	Account Number
General Government	**01 - 01 . 04**

Program Description

The Court is the judicial branch of City government. The judge is appointed by the City Council and serves part-time. The City Prosecutor handles all cases for which an attorney has filed an entry to represent a client and gives recommendations to Court Clerks to process. The Court Clerks enter all tickets and ordinance/criminal violations into REJIS software system. They prepare court dockets and attend twice monthly court sessions. They post disposition of cases, post daily cash receipts, issue Failure to Appear and suspension/warning letters, issue warrants, keep track of bond monies and maintain court files.

Budget Highlights

Funds are included in FY 2019 for the payout of a Court Clerk who is retiring this year.

Fund	Program
General	**Municipal Court**
Department	Account Number
General Government	**01 - 01 . 04**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	159,242	170,412	164,960	166,852	173,862
700 Materials and Supplies	2,714	2,544	2,800	2,800	2,800
800 Contractural Services	56,121	57,115	21,623	20,775	20,194
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**218,077**	**230,071**	**189,383**	**190,427**	**196,856**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Court Clerk	2.00	2.00	2.00
Full Time Personnel Total	**2.00**	**2.00**	**2.00**
Part Time Personnel			
Municipal Judge	1.00	1.00	1.00
Part Time Personnel Total	**1.00**	**1.00**	**1.00**

Fund	Program
General	**Municipal Court**
Department	Account Number
General Government	**01 - 01 . 04**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	110,645	111,496	107,200	107,200	113,272
602	Part-Time	18,000	27,059	25,620	26,920	27,200
609	Workers Compensation	267	278	400	285	282
695	Overtime	4,714	4,045	3,500	4,500	4,500
696	F.I.C.A.	9,800	10,164	10,800	9,992	10,478
697	Hospital & Medical	15,816	17,370	17,440	17,955	18,130
	Total	**159,242**	**170,412**	**164,960**	**166,852**	**173,862**

Fund	Program
General	**Municipal Court**
Department	Account Number
General Government	**01 - 01 . 04**

Materials and Supplies

Account Number	Account Title	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
701	Miscellaneous	0	33	100	100	100
702	Office Supplies	2,714	2,511	2,600	2,600	2,600
730	Operational Equip	0	0	100	100	100
	Total	**2,714**	**2,544**	**2,800**	**2,800**	**2,800**

Fund	Program
General	**Municipal Court**
Department	Account Number
General Government	**01 - 01 . 04**

Contractual

Account Number	Account Title	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
803	Professional Services	36,500	38,560	3,000	2,600	2,600
810	Disposal Services	596	0	600	600	0
812	Meetings & Conf	1,920	2,002	2,400	2,400	1,550
821	Maintenance Contracts	10,778	12,123	11,800	11,200	11,700
822	Memberships	180	200	300	300	300
826	Communications	3,652	2,400	2,423	2,144	2,144
829	Printing	2,495	1,830	1,100	1,531	1,900
	Total	**56,121**	**57,115**	**21,623**	**20,775**	**20,194**

Fund	Program
General	**Finance**
Department	Account Number
General Government	**01 - 01 . 05**

Program Description

The Finance Department is responsible for all financial and accounting functions of the City, as well as for budget preparation. The department works with the outside audit firm to prepare the Comprehensive Annual Financial Report, making sure that internal controls are in place to assure that financial statements are accurate and that City procedures are followed. The department is responsible for the issuance of payroll and corresponding payment of taxes, medical deductions, flex plan, garnishments, and pension, as well as processing the annual W-2 forms to employees. All cash disbursements are made from this department and 1099 forms are issued to vendors. The department is responsible for cash management and investment, debt administration, competitive bid processing, purchasing, office machine maintenance, fixed asset administration and establishing internal controls. All activities are conducted in compliance with generally accepted accounting principles and Federal and State regulations.

Budget Highlights

Funds are included in the budget for the payout of the Finance Manager who is retiring in FY 2019.

Fund	Program
General	**Finance**
Department	Account Number
General Government	**01 - 01 . 05**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	309,033	314,473	324,215	343,295	362,643
700 Materials and Supplies	4,936	8,510	4,025	3,450	3,450
800 Contractural Services	169,502	134,648	144,770	143,817	151,510
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**483,471**	**457,631**	**473,010**	**490,562**	**517,603**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Assistant City Manager	1.00	1.00	1.00
Finance Manager	1.00	1.00	1.00
Accountant	1.00	1.00	1.00
Accounting/Purchasing Coordinator	0.00	0.00	1.00
Full Time Personnel Total	**3.00**	**3.00**	**4.00**
Part Time Personnel			
Accounting/Purchasing Coordinator	0.75	0.75	0.00
Part Time Personnel Total	**0.75**	**0.75**	**0.00**

Fund	Program
General	**Finance**
Department	Account Number
General Government	**01 - 01 . 05**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	242,708	237,752	242,965	285,560	300,016
602	Part-Time	18,213	30,229	31,645	0	0
609	Workers Compensation	524	534	625	625	625
613	Auto Allowance	900	863	900	900	900
695	Overtime	78	233	0	0	0
696	F.I.C.A.	19,335	19,766	21,010	21,845	22,950
697	Hospital & Medical	27,275	25,096	27,070	34,365	38,152
	Total	**309,033**	**314,473**	**324,215**	**343,295**	**362,643**

Fund	Program
General	**Finance**
Department	Account Number
General Government	**01 - 01 . 05**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	85	4,883	300	300	300
702	Office Supplies	4,851	3,627	3,725	3,150	3,150
	Total	**4,936**	**8,510**	**4,025**	**3,450**	**3,450**

Fund	Program
General	**Finance**
Department	Account Number
General Government	**01 - 01 . 05**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
811	Auditing	23,510	29,406	24,420	24,420	29,820
812	Meetings & Conf	8,086	8,941	7,995	7,200	8,595
821	Maintenance Contracts	21,073	22,970	24,000	26,032	27,195
822	Memberships	625	620	675	770	770
826	Communications	100,138	59,688	73,000	71,000	71,000
829	Printing	1,825	1,827	1,875	2,240	1,975
830	Advertising	722	0	1,000	500	500
831	Postage	9,932	7,915	8,000	8,000	8,000
834	Equip Maintenance	0	0	100	100	100
841	Publications	332	520	570	520	520
844	Lease/Purchase	2,748	2,481	2,600	2,500	2,500
848	Training & Education	511	280	535	535	535
	Total	**169,502**	**134,648**	**144,770**	**143,817**	**151,510**

Fund	Program
General	**Information Technology**
Department	Account Number
General Government	**01 - 01 . 06**

Program Description

The Information Technology Division is responsible for the security, planning, implementation, and continual support of the City's data, networking equipment, and computer systems. This division is responsible for installing and maintaining all computer related hardware, as well as for installing and upgrading all software executed on these systems. Direction is also provided to the departments to determine future computer system and software needs. Geographic Information System (GIS) services are also provided for maintaining spatial data for departments to use for analysis, locations, and maps. This division also updates existing data, creates specialized data, and maps upon request.

Budget Highlights

Funds are budgeted this year for emergency iPADS for the Fire Dept., an email system migration, fiber optic service and testing, as well as the usual computer replacements.

Fund	Program
General	**Information Technology**
Department	Account Number
General Government	**01 - 01 . 06**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	144,062	182,612	186,802	187,156	190,536
700 Materials and Supplies	33,943	23,587	30,238	25,685	19,671
800 Contractural Services	129,419	121,566	149,475	132,937	161,470
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**307,424**	**327,765**	**366,515**	**345,778**	**371,677**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Information Technology Manager	1.00	1.00	1.00
GIS Coordinator	0.50	0.50	0.50
IT Technician	1.00	1.00	1.00
Full Time Personnel Total	**2.50**	**2.50**	**2.50**

Fund	Program
General	**Information Technology**
Department: **General Government**	Account Number: **01 - 01 . 06**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	92,943	153,900	156,795	157,024	159,685
602	Part-Time	32,757	0	0	0	0
609	Workers Compensation	249	307	340	310	325
613	Auto Allowance	900	863	900	900	900
696	F.I.C.A.	9,613	11,691	11,995	12,012	12,215
697	Hospital & Medical	7,600	15,851	16,772	16,910	17,411
	Total	**144,062**	**182,612**	**186,802**	**187,156**	**190,536**

Fund	Program
General	**Information Technology**
Department	Account Number
General Government	**01 - 01 . 06**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	49	133	150	150	150
702	Office Supplies	3,446	1,889	3,705	3,715	3,605
711	Hardware & Tools	85	77	100	100	100
716	Computer SW / HW	30,363	21,488	26,283	21,720	15,816
	Total	**33,943**	**23,587**	**30,238**	**25,685**	**19,671**

Fund	Program
General	**Information Technology**
Department: **General Government**	Account Number: **01 - 01 . 06**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	159	6,984	7,000	5,500	15,500
812	Meetings & Conf	3,364	756	3,700	2,766	4,800
821	Maintenance Contracts	78,888	64,204	79,495	71,406	81,610
826	Communications	18,040	20,804	22,580	22,565	24,060
841	Publications	121	299	1,000	700	1,000
844	Lease/Purchase	26,921	28,159	32,000	28,800	32,000
848	Training & Education	1,926	360	3,700	1,200	2,500
	Total	**129,419**	**121,566**	**149,475**	**132,937**	**161,470**

Fund	Program
General	**Customer Service**
Department	Account Number
General Government	**01 - 01 . 13**

Program Description

This program provides a Customer Service Center which offers general information and services to City Hall visitors. The service center answers telephone inquiries, receives and processes all payments for City Hall, monitors the complaint tracking system, issues all permits and licenses, and enters parking violations into software system, processing late notices as needed. Permits processed include: building, occupancy, mechanical, electrical, plumbing, tree service, block parties, fences, toll roads, excavation, parking and demolition. Licenses processed include: business, solicitors, vending, arborist, and contractor.

Budget Highlights

Fund	Program
General	**Customer Service**
Department	Account Number
General Government	**01 - 01 . 13**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	100,707	100,679	120,730	104,174	107,480
700 Materials and Supplies	3,560	1,718	2,400	2,400	2,450
800 Contractural Services	5,462	5,740	3,110	3,070	3,240
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**109,729**	**108,137**	**126,240**	**109,644**	**113,170**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Customer Service Representative	2.00	2.00	2.00
Full Time Personnel Total	**2.00**	**2.00**	**2.00**
Part Time Personnel			
Customer Service Representative	0.50	0.50	0.50
Part Time Personnel Total	**0.50**	**0.50**	**0.50**

Fund	Program
General	**Customer Service**
Department	Account Number
General Government	**01 - 01 . 13**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	66,182	65,468	77,080	72,735	75,289
602	Part-Time	10,230	14,738	15,915	15,912	16,352
609	Workers Compensation	152	160	190	179	188
695	Overtime	654	1,152	500	1,000	1,000
696	F.I.C.A.	5,378	5,706	7,155	6,858	7,087
697	Hospital & Medical	18,111	13,455	19,890	7,490	7,564
	Total	**100,707**	**100,679**	**120,730**	**104,174**	**107,480**

Fund	Program
General	**Customer Service**
Department	Account Number
General Government	**01 - 01 . 13**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	390	116	200	200	200
702	Office Supplies	2,384	1,444	2,000	2,000	2,050
730	Operational Equip	786	158	200	200	200
	Total	**3,560**	**1,718**	**2,400**	**2,400**	**2,450**

Fund	Program
General	**Customer Service**
Department	Account Number
General Government	**01 - 01 . 13**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	1,798	2,452	1,700	1,900	1,900
821	Maintenance Contracts	2,963	0	0	0	0
829	Printing	701	3,288	810	670	840
834	Equip Maintenance	0	0	100	100	100
848	Training & Education	0	0	500	400	400
	Total	**5,462**	**5,740**	**3,110**	**3,070**	**3,240**

Fund	Program
General	**Risk Management**
Department	Account Number
General Government	**01 - 01 . 25**

Program Description

To protect the City against the financial consequences of unforeseen losses, the City maintains a program of risk identification and insurance. This program administers liability, property and casualty, life, and long-term disability insurance. Unemployment payments are also paid through this program. Medical insurance and worker's compensation are now departmental expenditures.

Budget Highlights

FY 2019 includes a 5% increase on business insurance policies.

Fund	Program
General	**Risk Management**
Department	Account Number
General Government	**01 - 01 . 25**

Program Request / **Type of Expenditure**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
600 Personnel	39,244	40,906	37,275	32,075	37,600
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	252,065	260,783	259,300	270,167	286,350
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**291,309**	**301,689**	**296,575**	**302,242**	**323,950**

Personnel Schedule	**Number of Employees**		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
General	**Risk Management**
Department	Account Number
General Government	**01 - 01 . 25**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
692	Unemployment	14,516	16,592	10,000	5,000	10,000
693	Group Life	17,453	17,090	19,000	18,975	19,350
698	L-T Disability	7,275	7,224	8,275	8,100	8,250
	Total	**39,244**	**40,906**	**37,275**	**32,075**	**37,600**

Fund	Program
General	**Risk Management**
Department	Account Number
General Government	**01 - 01 . 25**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
804	Misc Insurance	1,743	1,743	1,800	1,743	1,800
809	Insurance	250,322	259,040	257,500	268,424	284,550
	Total	**252,065**	**260,783**	**259,300**	**270,167**	**286,350**

Fund	Program
Capital Improvement Tax	**General Government Capital Improvement**
Department	Account Number
General Government	**26 - 01 . 55**

Program Description

This program is funded by the one-half cent sales tax for capital improvement projects by General Government Programs.

Budget Highlights

Funds are budgeted in FY 2019 for a Storage Area Network Replacement, Microsoft Enterprise Desktop Licensing, battery backup servers and replacement desktop computers.

Fund	Program
Capital Improvement Tax	**General Gov Capital Improvement**
Department	Account Number
General Government	**26 - 01 . 55**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	0	0	0	0	0
900 Capital	73,430	39,767	80,074	63,128	169,817
950 Other	0	0	0	0	0
Totals	**73,430**	**39,767**	**80,074**	**63,128**	**169,817**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Capital Improvement Tax	**General Gov Capital Improvement**
Department	Account Number
General Government	**26 - 01 . 55**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
901	Operational Equipment	18,307	-15,981	0	0	0
904	Computer Equipment	55,123	55,748	80,074	63,128	169,817
	Total	**73,430**	**39,767**	**80,074**	**63,128**	**169,817**

Fund	Program
Police and Fire Pension	**Police and Fire Pension**
Department	Account Number
Public Safety	**10 - 02 . 46**

Program Description

This program funds the pension plan for Fire and Police employees through a property tax levy specifically for this purpose. Additionally, funds were set aside in a Voluntary Employee Benefit Association (VEBA) to fund disability and life insurance and other specific benefits to public safety personnel.

Budget Highlights

FY 2019 includes decreases for the LAGERS pension. Police is now 13.7% and Fire is 16.2%. Also included is the 3.3% for non-uniform employees due to Proposition R.

Fund	Program
Police and Fire Pension	**Police & Fire Pension Trust**
Department	Account Number
Public Safety (Fire/Police)	**10 - 02 . 46**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	678,825	576,804	1,230,589	1,153,800	1,109,905
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	3,000	2,923	3,000	3,000	3,000
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**681,825**	**579,727**	**1,233,589**	**1,156,800**	**1,112,905**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

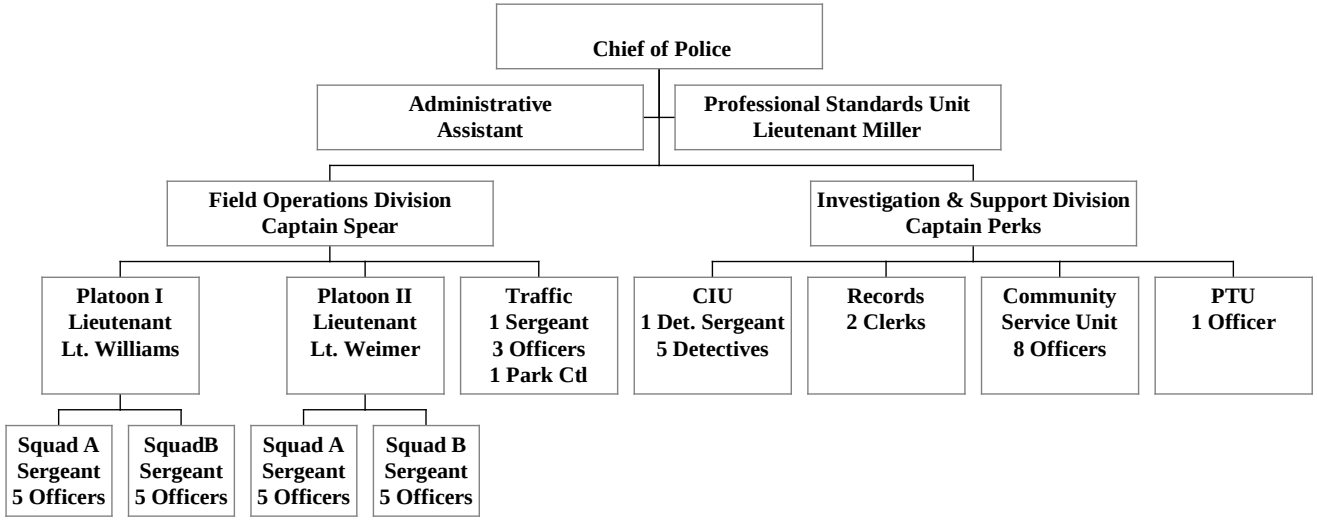
Fund	Program
Police and Fire Pension	**Police & Fire Pension Trust**
Department	Account Number
Public Safety (Fire/Police)	**10 - 02 . 46**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
642	Pension	644,005	539,037	1,060,650	988,000	955,000
643	Non-Uniform Pension	0	2,301	132,939	124,000	112,905
693	Group Life	14,247	14,945	15,000	18,000	18,000
698	L-T Disability	20,573	20,521	22,000	23,800	24,000
	Total	**678,825**	**576,804**	**1,230,589**	**1,153,800**	**1,109,905**

Fund	Program
Police and Fire Pension	**Police & Fire Pension Trust**
Department	Account Number
Public Safety (Fire/Police)	**10 - 02 . 46**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	3,000	2,923	3,000	3,000	3,000
	Total	**3,000**	**2,923**	**3,000**	**3,000**	**3,000**

WEBSTER GROVES
POLICE DEPARTMENT



POLICE DEPARTMENT

PERFORMANCE INDICATORS	Calendar Year 2015	Calendar Year 2016	Calendar Year 2017
Total Arrests	559	555	660
Traffic Citations	6,681	8,719	8,241
Parking Citations	2,897	2,740	2,772
Man-hours of Training	1,197	1,751	2,227
Calls For Service	27,750	26,307	24,910
Police Reports Written	2,330	2,243	2,318
Criminal Investigations	172	179	193

Fund	Program
General	**Police**
Department	Account Number
Public Safety	**01 - 02 . 09**

Program Description

This program is for the salaries, training, equipment and supplies that are needed to provide professional police service that meets the expectations of the community and maximizes use of department resources.

Budget Highlights

The budget for this year includes an additional officer. This will allow the department to establish a hybrid position whose responsibility would include acting as a Community Service officer, establishing outreach and connection to community groups, managing neighborhood watch and coordinating events.

Fund	Program
General	**Police**
Department	Account Number
Public Safety (Fire/Police)	**01 - 02 . 09**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	3,774,707	3,753,419	4,095,038	4,027,535	4,199,523
700 Materials and Supplies	86,064	73,585	86,265	75,534	86,124
800 Contractural Services	177,609	234,703	203,221	233,199	258,703
900 Capital	0	0	17,274	15,703	0
950 Other	0	0	0	0	0
Totals	**4,038,380**	**4,061,707**	**4,401,798**	**4,351,971**	**4,544,350**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Police Chief	1.00	1.00	1.00
Police Captain	2.00	1.00	2.00
Lieutenant	3.00	4.00	3.00
Sergeant	6.00	6.00	6.00
Patrol Officer	34.00	36.00	37.00
Administrative Assistant	1.00	1.00	1.00
Administrative Clerk / Secretary	1.00	1.00	1.00
Full Time Personnel Total	**48.00**	**50.00**	**51.00**
Part Time Personnel			
Parking Control Officer	0.75	0.75	0.75
Part Time Personnel Total	**0.75**	**0.75**	**0.75**

Fund	Program
General	**Police**
Department: **Public Safety (Fire/Police)**	Account Number: **01 - 02 . 09**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	3,028,138	2,985,145	3,225,268	3,152,973	3,290,213
602	Part-Time	22,875	23,327	24,585	24,585	25,390
609	Workers Compensation	83,705	92,045	111,000	111,453	121,000
639	Personnel Allowance	47,077	48,136	53,145	49,500	54,145
694	Holiday Pay	106,849	106,210	132,000	125,000	137,622
695	Overtime	74,107	74,895	75,000	95,000	85,000
696	F.I.C.A.	46,268	48,224	54,180	56,724	59,000
697	Hospital & Medical	365,688	375,437	419,860	412,300	427,153
	Total	**3,774,707**	**3,753,419**	**4,095,038**	**4,027,535**	**4,199,523**

Fund	Program
General	**Police**
Department: **Public Safety (Fire/Police)**	Account Number: **01 - 02 . 09**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	331	239	500	500	500
702	Office Supplies	4,809	5,372	5,125	2,175	2,075
703	Gasoline & Oil	48,723	46,319	54,240	52,000	56,000
704	Food	1,094	1,541	750	750	750
705	Audio / Visual Sup	-10	0	250	642	500
706	Munitions	7,601	4,089	3,100	3,151	7,962
707	Personnel Equipment	8,197	12,731	18,075	10,500	13,900
710	First Aid Supplies	0	141	1,700	1,700	550
730	Operational Equip	15,319	3,153	2,525	4,116	3,887
	Total	**86,064**	**73,585**	**86,265**	**75,534**	**86,124**

Fund	Program
General	**Police**
Department	Account Number
Public Safety (Fire/Police)	**01 - 02 . 09**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	11,650	15,893	18,080	20,220	19,730
812	Meetings & Conf	1,055	4,339	970	4,900	6,870
821	Maintenance Contracts	9,949	18,309	21,070	17,620	33,414
822	Memberships	2,112	5,482	5,590	5,590	6,085
826	Communications	75,562	70,576	79,022	77,954	81,454
829	Printing	1,499	2,259	4,800	3,400	3,750
831	Postage	45	639	275	275	275
832	Vehicle Maintenance	39,544	32,830	31,600	59,100	61,100
833	Radio Maintenance	507	405	1,500	1,500	1,500
834	Equip Maintenance	2,230	777	3,759	3,759	1,000
838	Laundry Service	5,400	6,600	7,200	7,200	7,200
841	Publications	607	0	600	659	400
848	Training & Education	15,217	17,973	16,505	18,772	22,675
857	Pay Other Agencies	12,000	12,000	12,000	12,000	12,000
858	Neighborhood Watch	232	137	250	250	1,250
863	Forfeiture Expenses	0	46,484	0	0	0
	Total	**177,609**	**234,703**	**203,221**	**233,199**	**258,703**

Fund	Program
General	**Police**
Department	Account Number
Public Safety (Fire/Police)	**01 - 02 . 09**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
901	Operational Equipment	0	0	10,833	10,833	0
904	Computer Equipment	0	0	6,441	4,870	0
	Total	**0**	**0**	**17,274**	**15,703**	**0**

Fund	Program
General	**Police Shared Services**
Department	Account Number
Public Safety	**01 - 02 . 19**

Program Description

This program was established to account for the expenses of the Police Department that are shared with other cities, such as prisoner transport and dispatching services.

Budget Highlights

The department continues to share communication services and costs with other municipalities.

Fund	Program
General	**Police Shared Services**
Department	Account Number
Public Safety (Fire/Police)	**01 - 02 . 19**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	2,455	2,774	3,335	3,300	2,800
800 Contractural Services	351,468	396,645	436,839	436,839	411,924
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**353,923**	**399,419**	**440,174**	**440,139**	**414,724**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
General	**Police Shared Services**
Department	Account Number
Public Safety (Fire/Police)	**01 - 02 . 19**

Materials and Supplies		**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
Account Number	**Account Title**					
702	Office Supplies	2,455	2,774	3,335	3,300	2,800
	Total	**2,455**	**2,774**	**3,335**	**3,300**	**2,800**

Fund	Program
General	**Police Shared Services**
Department	Account Number
Public Safety (Fire/Police)	**01 - 02 . 19**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	351,468	396,645	436,839	436,839	410,364
821	Maintenance Contracts	0	0	0	0	1,560
	Total	**351,468**	**396,645**	**436,839**	**436,839**	**411,924**

Fund	Program
Capital Improvement Tax	**Police Capital Improvements**
Department	Account Number
Public Safety	**26 - 02 . 56**

Program Description

This program is used for capital improvements and equipment that have a minimum value of $10,000 and a minimum useful life of five years. The revenue source for this program is the one-half cent Capital Improvement Sales Tax.

Budget Highlights

Funds are budgeted this year for body cameras to better measure behavior while providing documentation for officer encounters during incidents. An evidence/asset software tracking system will replace manual logs and a speed/survey traffic trailer will replace a fifteen year old model to assist in monitoring traffic volume and violations. Also budgeted are four new marked police vehicles and mobile data terminal replacements.

Fund	Program
Capital Improvement Tax	**Police Capital Improvement**
Department	Account Number
Public Safety (Fire/Police)	**26 - 02 . 56**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	0	0	0	0	0
900 Capital	201,986	167,761	154,758	143,402	251,500
950 Other	0	0	0	0	0
Totals	**201,986**	**167,761**	**154,758**	**143,402**	**251,500**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Capital Improvement Tax	**Police Capital Improvement**
Department	Account Number
Public Safety (Fire/Police)	**26 - 02 . 56**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
901	Operational Equipment	39,204	4,200	0	0	128,500
902	Vehicle Equipment	150,219	147,561	115,758	110,099	108,000
904	Computer Equipment	12,563	16,000	17,000	13,520	15,000
905	Radio & Electronic Equip	0	0	22,000	19,783	0
	Total	**201,986**	**167,761**	**154,758**	**143,402**	**251,500**

Fund	Program
Grant	**Police Grants**
Department	Account Number
Public Safety	**04 - 02 . 33**

Program Description

This program was established to track the grant expenditures that pertain to the Police Department.

Budget Highlights

Funds are budgeted here for the grant from Regional Computer Crimes Education and Enforcement Group to cover the salary and benefits of one officer.

Fund	Program
Grant	**Police Grants**
Department	Account Number
Public Safety (Fire/Police)	**04 - 02 . 33**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	107,848	112,547	105,000	105,000	108,000
700 Materials and Supplies	818	0	800	0	0
800 Contractural Services	0	0	0	0	0
900 Capital	0	0	0	3,480	0
950 Other	0	0	0	0	0
Totals	**108,666**	**112,547**	**105,800**	**108,480**	**108,000**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Grant	**Police Grants**
Department	Account Number
Public Safety (Fire/Police)	**04 - 02 . 33**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	80,846	84,087	80,000	80,000	83,000
695	Overtime	27,002	28,460	25,000	25,000	25,000
	Total	**107,848**	**112,547**	**105,000**	**105,000**	**108,000**

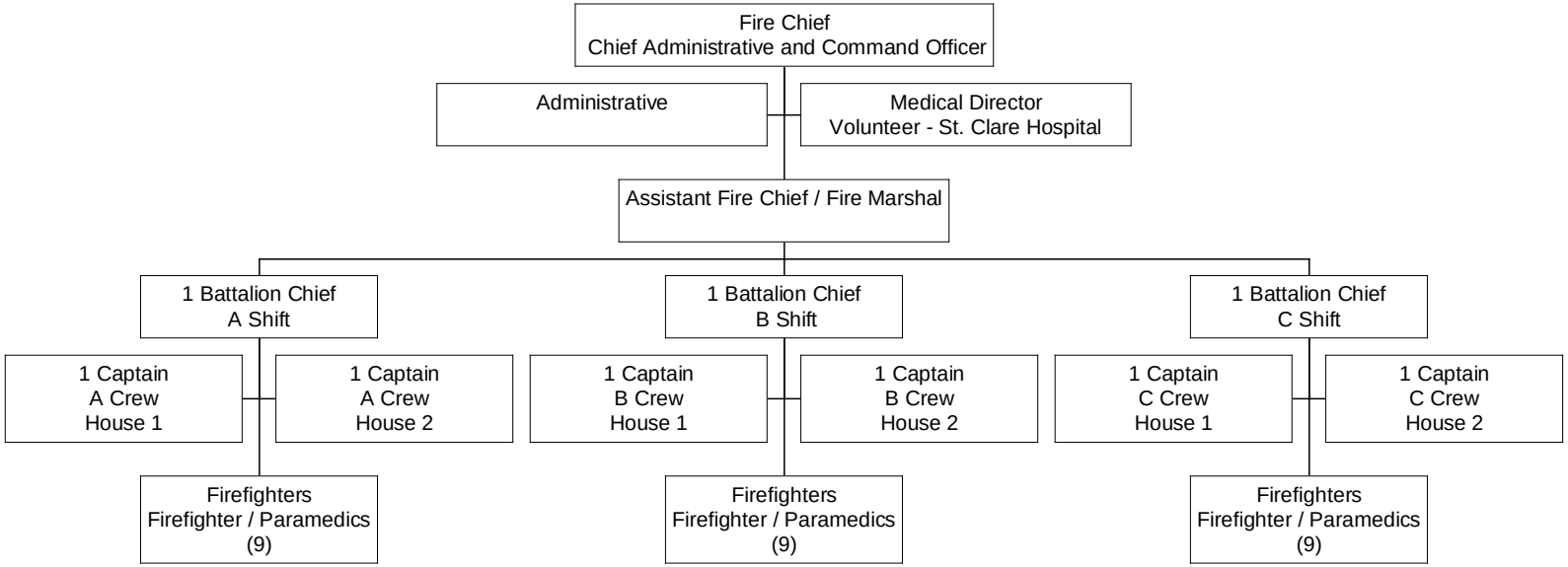
Fund	Program
Grant	**Police Grants**
Department	Account Number
Public Safety (Fire/Police)	**04 - 02 . 33**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
707	Personnel Equipment	818	0	800	0	0
	Total	**818**	**0**	**800**	**0**	**0**

Fund	Program
Grant	**Police Grants**
Department	Account Number
Public Safety (Fire/Police)	**04 - 02 . 33**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
905	Radio & Electronic Equip	0	0	0	3,480	0
	Total	**0**	**0**	**0**	**3,480**	**0**

City of Webster Groves Fire Department
Command Structure



FIRE DEPARTMENT

PERFORMANCE INDICATORS	Calendar Year 2015	Calendar Year 2016	Calendar Year 2017
Fire Truck Emergency Responses	1,184	1,169	1,124
Ambulance Runs	1,539	1,601	1,981
Safety Inspections	722	701	714
Man-hours of Training	5,913	6,526	12,251
Smoke Detectors Serviced or Installed	105	66	42
Fire Hydrants Inspected and Tested	830	832	862

Fund	Program
General	**Fire Operations**
Department	Account Number
Public Safety	**01 - 02. 11**

Program Description

This program supports personnel, training, equipment and supplies that are necessary to provide fire suppression, rescue and emergency medical services to the community. This program also supports non-emergency services, such as: fire code enforcement, fire hydrant testing; fire prevention and preparedness programs, first aid and CPR classes. Delivery of services is achieved with 38 firefighters who staff one advanced life support (ALS) ambulance, one ALS pumper, one ALS ladder truck and one command vehicle which operate 24-7 out of two fire houses.

Budget Highlights

This budget contains funding to maintain fire department readiness through progressive training programs for both fire and EMS services. It also contains funds to replace aging reflective vests for roadway operations in order to comply with the National Fire Protection Agency and the U.S. Department of Transportation best practices recommendations.

Fund	Program
General	**Fire**
Department	Account Number
Public Safety (Fire/Police)	**01 - 02 . 11**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	3,788,774	3,717,395	3,962,763	3,889,422	3,837,456
700 Materials and Supplies	88,395	95,557	100,130	100,310	100,012
800 Contractural Services	95,936	100,875	129,660	123,126	121,850
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**3,973,105**	**3,913,827**	**4,192,553**	**4,112,858**	**4,059,318**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Fire Chief	1.00	1.00	1.00
Asst Chief / Chief Training Officer	1.00	1.00	1.00
Battalion Chief	3.00	3.00	3.00
Fire Captain	6.00	6.00	6.00
Firefighter / Paramedic	27.00	27.00	27.00
Administrative Coordinator	1.00	1.00	1.00
Full Time Personnel Total	**39.00**	**39.00**	**39.00**

Fund	Program
General	**Fire**
Department	Account Number
Public Safety (Fire/Police)	**01 - 02 . 11**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	2,813,231	2,714,540	2,904,993	2,884,892	2,816,088
609	Workers Compensation	156,416	194,812	202,000	178,000	180,000
639	Personnel Allowance	39,491	39,871	42,445	42,445	44,140
694	Holiday Pay	111,991	111,843	118,225	112,000	116,038
695	Overtime	204,672	196,266	193,300	200,000	197,500
696	F.I.C.A.	40,322	42,147	47,360	43,960	44,080
697	Hospital & Medical	360,949	356,927	389,440	368,125	379,610
699	Fair Labor Standard Pay	61,702	60,989	65,000	60,000	60,000
	Total	**3,788,774**	**3,717,395**	**3,962,763**	**3,889,422**	**3,837,456**

Fund	Program
General	**Fire**
Department	Account Number
Public Safety (Fire/Police)	**01 - 02 . 11**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	816	603	850	850	850
702	Office Supplies	4,824	4,292	4,600	3,000	3,500
703	Gasoline & Oil	17,663	21,292	26,500	28,540	31,500
705	Audio / Visual Sup	200	0	150	149	0
707	Personnel Equipment	19,775	24,719	24,000	24,000	16,600
708	Custodial Supplies	3,169	2,953	3,600	3,600	4,000
709	Chemicals	2,138	2,623	2,650	2,650	3,000
710	First Aid Supplies	23,105	23,125	22,800	22,524	23,000
711	Hardware & Tools	600	651	900	998	1,000
716	Computer SW / HW	4,612	8,920	9,000	8,919	9,682
718	Special Events	2,745	1,863	2,800	2,800	2,800
730	Operational Equip	8,748	4,516	2,280	2,280	4,080
	Total	**88,395**	**95,557**	**100,130**	**100,310**	**100,012**

Fund	Program
General	**Fire**
Department: **Public Safety (Fire/Police)**	Account Number: **01 - 02 . 11**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
810	Disposal Services	1,880	1,581	2,040	1,900	2,000
812	Meetings & Conf	75	1,984	2,800	1,315	2,800
821	Maintenance Contracts	3,283	6,531	7,250	6,920	7,260
822	Memberships	1,940	1,984	2,510	2,385	3,320
824	Electricity	7,151	7,465	8,400	7,500	8,000
825	Gas	1,707	1,580	2,000	2,000	2,000
826	Communications	4,859	5,918	5,400	5,800	6,800
827	Water & Sewer	1,828	1,885	1,900	1,860	2,000
829	Printing	1,030	771	700	600	700
831	Postage	131	118	250	100	200
832	Vehicle Maintenance	32,043	34,483	42,000	42,000	35,000
833	Radio Maintenance	1,302	2,000	2,700	2,000	2,650
834	Equip Maintenance	6,181	6,756	6,200	5,814	6,200
835	Bldg Contract Maint	6,344	3,671	8,800	8,517	4,800
838	Laundry Service	8,288	8,412	9,200	8,500	9,000
840	Medical Examinations	8,753	7,975	9,630	9,630	9,630
841	Publications	1,200	1,255	1,350	1,345	1,350
848	Training & Education	7,941	6,506	16,530	14,940	18,140
	Total	**95,936**	**100,875**	**129,660**	**123,126**	**121,850**

Fund	Program
Capital Improvement Tax	**Fire Capital Improvements**
Department	Account Number
Public Safety	**26 - 02. 57**

Program Description

This program is used for capital improvements and equipment that have a minimum value of $10,000 and a minimum useful life of five years. The revenue source for this program is the one-half cent Capital improvement sales tax.

Budget Highlights

This budget contains funding to replace the aging Command Vehicle as well as to begin a process of annually replacing older, worn firefighter protective clothing.

Fund	Program
Capital Improvement Tax	**Fire Capital Improvement**
Department	Account Number
Public Safety (Fire/Police)	**26 - 02 . 57**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	0	0	12,500	12,000	0
900 Capital	237,251	721,642	25,900	22,196	86,500
950 Other	0	0	0	0	0
Totals	**237,251**	**721,642**	**38,400**	**34,196**	**86,500**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Capital Improvement Tax	**Fire Capital Improvement**
Department	Account Number
Public Safety (Fire/Police)	**26 - 02 . 57**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	0	0	12,500	12,000	0
	Total	**0**	**0**	**12,500**	**12,000**	**0**

Fund	Program
Capital Improvement Tax	**Fire Capital Improvement**
Department	Account Number
Public Safety (Fire/Police)	**26 - 02 . 57**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
901	Operational Equipment	0	13,740	20,550	17,096	25,000
902	Vehicle Equipment	216,090	678,463	0	0	56,000
904	Computer Equipment	0	8,980	650	400	0
906	Contract Construction	21,161	20,459	4,700	4,700	5,500
	Total	**237,251**	**721,642**	**25,900**	**22,196**	**86,500**

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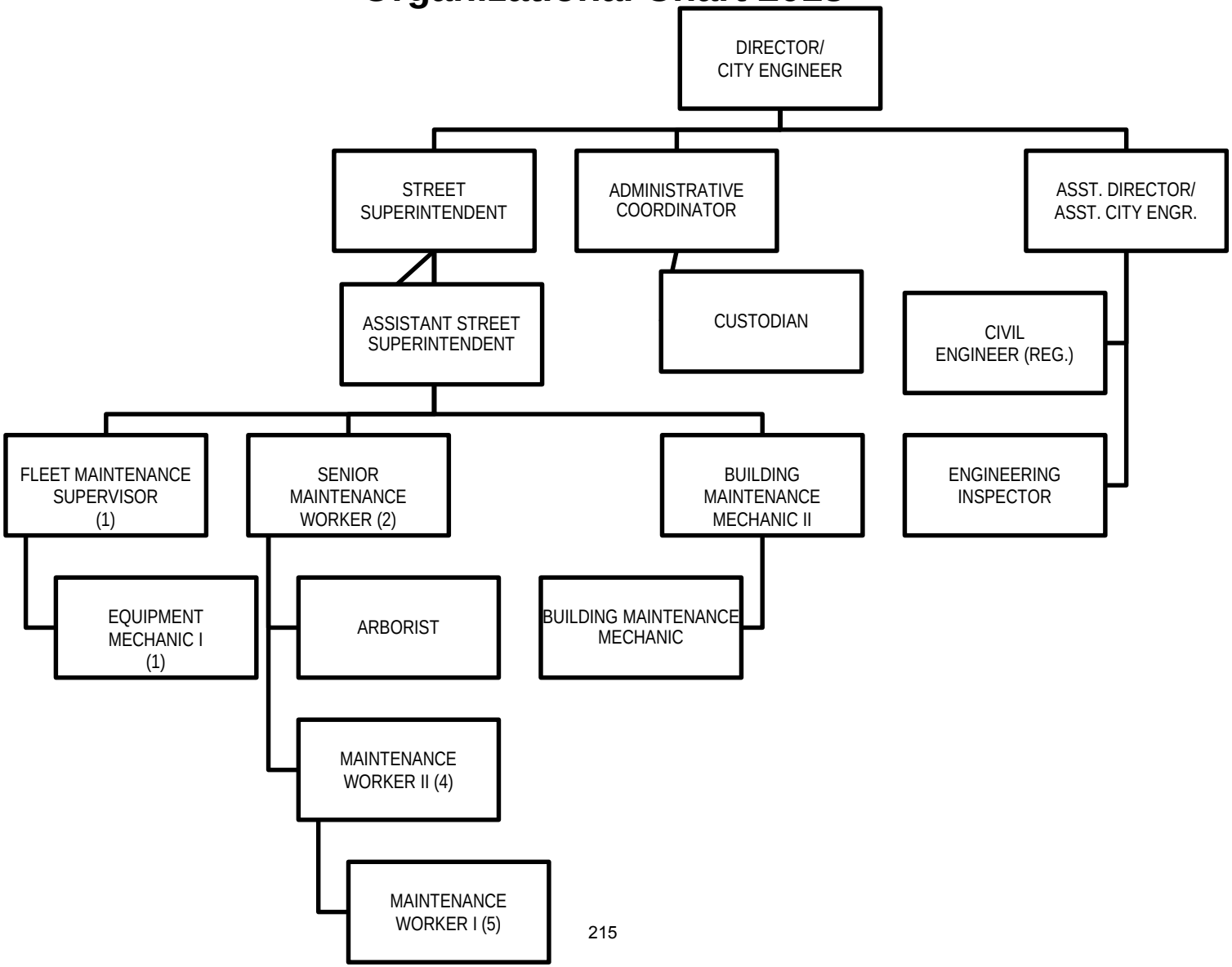
Department of Public Works
Organizational Chart 2018



PUBLIC WORKS

PERFORMANCE INDICATORS	Calendar Year 2015	Calendar Year 2016	Calendar Year 2017
Potholes Patched	47	91	46
Feet of Yellow/White Line Striping Painted	47,103	35,842	34,995
Excavation Permits Processed	380	368	439
Street Excavations Backfilled & Paved	60	40	69
Sewer Lateral Repairs Approved	117	132	143
Seasonal Banners Installed	488	558	482
Regulatory & Street Name Signs Installed	397	357	327

Fund	Program
General	**Admin/Engineering**
Department	Account Number
Public Works	**01 - 03 . 12**

Program Description

This program provides the administration of all Public Works activities and technical engineering assistance to other City departments. Major functions include management of the department's operating divisions; preparing engineering studies, designs, plans, and specifications; management of design and construction contracts; soliciting grant funding for street, bridge and stormwater improvement projects; inspections for right-of-way work; maintaining and providing plat book information, parcel identification and property owner information; administering easement agreements; and the investigation and response to citizen inquiries and complaints.

Budget Highlights

The purchase of a replacement digital camera is budgeted in the Admin/Engineering budget for FY 2019.

Fund	Program
General	**Admin/Engineering**
Department	Account Number
Public Works	**01 - 03 . 12**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	215,225	219,749	233,390	260,968	221,838
700 Materials and Supplies	2,929	2,280	2,860	2,494	3,220
800 Contractural Services	13,095	14,664	15,185	13,813	14,685
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**231,249**	**236,693**	**251,435**	**277,275**	**239,743**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Public Works Director	0.60	0.60	0.60
Public Works Asst. Director	0.25	0.25	0.25
Engineering Inspector	0.25	0.25	0.25
Administrative Coordinator	0.85	0.85	0.85
Custodian	1.00	1.00	1.00
Full Time Personnel Total	**2.95**	**2.95**	**2.95**

Fund	Program
General	**Admin/Engineering**
Department	Account Number
Public Works	**01 - 03 . 12**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	179,832	183,933	196,340	219,172	181,305
609	Workers Compensation	1,666	1,702	2,000	1,856	1,785
696	F.I.C.A.	13,337	13,701	15,400	16,765	13,870
697	Hospital & Medical	20,390	20,413	19,650	23,175	24,878
	Total	**215,225**	**219,749**	**233,390**	**260,968**	**221,838**

Fund	Program
General	**Admin/Engineering**
Department	Account Number
Public Works	**01 - 03 . 12**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	8	48	300	150	300
702	Office Supplies	2,109	1,349	1,460	1,420	1,460
703	Gasoline & Oil	637	712	860	894	970
707	Personnel Equipment	175	171	190	0	190
711	Hardware & Tools	0	0	50	30	300
	Total	**2,929**	**2,280**	**2,860**	**2,494**	**3,220**

Fund	Program
General	**Admin/Engineering**
Department	Account Number
Public Works	**01 - 03 . 12**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	1,058	1,408	550	500	550
812	Meetings & Conf	2,125	3,010	3,340	2,440	2,840
814	Land/Building Rental	7,840	8,603	9,370	9,370	9,370
822	Memberships	355	396	360	360	360
826	Communications	703	630	640	625	640
829	Printing	20	125	250	25	250
831	Postage	0	0	100	0	100
832	Vehicle Maintenance	994	432	500	493	500
834	Equip Maintenance	0	24	0	0	0
859	Recording Fees	0	36	75	0	75
	Total	**13,095**	**14,664**	**15,185**	**13,813**	**14,685**

Fund	Program
General	**Street Maintenance**
Department	Account Number
Public Works	**01 - 03 .14**

Program Description

This program funds maintenance and improvement of 92 miles of public streets. The division repairs potholes, provides pavement markings and line striping, installs and repairs street name and regulatory signs, sweeps streets, trims and removes trees, maintains street lights and traffic signals, performs the labor and material hauling for the annual chip sealing of asphalt streets, performs concrete and asphalt curb and pavement replacement, sets up and removes barricades, performs crack sealing, salts and plows streets and parking lots; and installs and removes annual holiday decorations in Old Webster and Old Orchard Business Districts.

Budget Highlights

FY 2019 funds include the purchase of 500 tons of road salt that was utilized during the past winter season. The public parking lots on Alma, Crossroads and Glencoe/McClure are scheduled for a routine maintenance sealcoat in the FY 2019 budget.

Fund	Program
General	**Street Maintenance**
Department	Account Number
Public Works	**01 - 03 . 14**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	855,998	885,581	980,312	917,445	900,542
700 Materials and Supplies	162,103	141,607	117,500	119,060	121,480
800 Contractural Services	257,452	256,651	259,674	223,564	247,105
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**1,275,553**	**1,283,839**	**1,357,486**	**1,260,069**	**1,269,127**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Street Superintendent	1.00	1.00	1.00
Asst Street Superintendent	1.00	1.00	1.00
Building Maintenance Mechanic	0.00	1.00	1.00
Building Maintenance Mechanic II	1.00	1.00	0.00
Sr Maint Worker / Equip Operator	2.00	2.00	2.00
Arborist	0.00	1.00	1.00
Maintenance Worker II	4.00	4.00	4.00
Maintenance Worker I	7.00	5.00	5.00
Full Time Personnel Total	**16.00**	**16.00**	**15.00**

Fund	Program
General	**Street Maintenance**
Department	Account Number
Public Works	**01 - 03 . 14**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	657,512	676,746	732,640	691,050	669,685
609	Workers Compensation	33,073	33,846	51,000	47,810	47,900
695	Overtime	8,140	8,037	12,000	8,610	10,000
696	F.I.C.A.	48,369	50,767	56,965	53,475	51,995
697	Hospital & Medical	108,904	116,185	127,707	116,500	120,962
	Total	**855,998**	**885,581**	**980,312**	**917,445**	**900,542**

Fund	Program
General	**Street Maintenance**
Department	Account Number
Public Works	**01 - 03 . 14**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	350	247	400	400	400
702	Office Supplies	1,390	1,439	1,360	1,100	1,360
703	Gasoline & Oil	32,131	30,273	33,740	36,520	39,810
704	Food	375	383	500	100	500
707	Personnel Equipment	6,118	4,667	5,500	5,400	5,500
708	Custodial Supplies	478	442	500	450	500
710	First Aid Supplies	120	0	100	100	100
711	Hardware & Tools	2,194	1,230	1,800	1,800	1,800
712	Maint Materials	24,499	25,035	24,000	24,000	20,000
713	Traffic Control Sup	14,934	9,722	9,500	9,500	8,000
714	Snow & Ice Control	76,529	66,887	38,100	37,760	38,100
730	Operational Equip	2,985	1,282	2,000	1,930	2,000
751	Area Maint Materials	0	0	0	0	3,410
	Total	**162,103**	**141,607**	**117,500**	**119,060**	**121,480**

Fund	Program
General	**Street Maintenance**
Department	Account Number
Public Works	**01 - 03 . 14**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	3,484	3,750	2,099	1,989	2,100
810	Disposal Services	3,788	17,825	23,000	2,500	2,500
812	Meetings & Conf	1,737	14	1,440	200	1,440
821	Maintenance Contracts	3,096	6,127	9,510	9,160	9,600
822	Memberships	310	365	365	365	365
823	Street Lights	173,081	172,933	165,000	155,000	165,000
824	Electricity	4,199	4,148	4,550	4,510	4,700
825	Gas	5,333	5,546	5,430	5,200	5,400
826	Communications	2,888	2,778	3,500	2,900	3,200
829	Printing	310	305	350	350	350
832	Vehicle Maintenance	17,380	16,532	17,650	16,000	18,000
834	Equip Maintenance	22,909	20,179	19,000	19,300	20,000
846	Traffic Signal Repair	2,653	1,380	3,180	1,400	3,000
848	Training & Education	300	1,000	1,000	1,000	3,000
850	Parking Lot Lighting	5,071	3,931	3,600	3,690	3,800
851	Area Contract Maint	10,540	-162	0	0	4,650
856	Street Light Maint	373	0	0	0	0
	Total	**257,452**	**256,651**	**259,674**	**223,564**	**247,105**

Fund	Program
General	**Garage**
Department	Account Number
Public Works	**01 - 03. 15**

Program Description

This program provides preventative maintenance and repair of City vehicles and equipment. The mechanics perform routine and major repairs, change tires, install and maintain fleet mobile radios, maintain parts inventory and repair records.

Budget Highlights

FY 2019 funds and beyond will include a yearly upgrade for the Engine Code Analyzer on an annual basis.

Fund	Program
General	**Garage**
Department	Account Number
Public Works	**01 - 03 . 15**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	113,807	124,468	130,211	129,626	133,051
700 Materials and Supplies	12,162	13,741	15,090	14,090	14,250
800 Contractural Services	684	899	1,200	1,200	1,400
900 Capital	0	8,700	0	0	0
950 Other	0	0	0	0	0
Totals	**126,653**	**147,808**	**146,501**	**144,916**	**148,701**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Fleet Maintenance Supervisor	1.00	1.00	1.00
Equipment Mechanic I	1.00	1.00	1.00
Full Time Personnel Total	**2.00**	**2.00**	**2.00**

Fund	Program
General	**Garage**
Department	Account Number
Public Works	**01 - 03 . 15**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	97,600	106,494	109,406	109,406	111,713
609	Workers Compensation	2,842	3,059	3,550	3,420	3,614
695	Overtime	0	0	1,500	950	1,500
696	F.I.C.A.	7,415	8,081	8,445	8,440	8,660
697	Hospital & Medical	5,950	6,834	7,310	7,410	7,564
	Total	**113,807**	**124,468**	**130,211**	**129,626**	**133,051**

Fund	Program
General	**Garage**
Department	Account Number
Public Works	**01 - 03 . 15**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
703	Gasoline & Oil	255	1,662	0	0	0
707	Personnel Equipment	1,811	2,107	2,200	2,200	2,200
708	Custodial Supplies	324	104	400	400	400
711	Hardware & Tools	597	388	750	750	750
717	Shop Supplies	8,391	7,880	9,500	8,500	9,500
730	Operational Equip	784	1,600	2,240	2,240	1,400
	Total	**12,162**	**13,741**	**15,090**	**14,090**	**14,250**

Fund	Program
General	**Garage**
Department	Account Number
Public Works	**01 - 03 . 15**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
810	Disposal Services	0	143	400	400	400
832	Vehicle Maintenance	537	621	600	600	800
841	Publications	0	135	0	0	0
848	Training & Education	147	0	200	200	200
	Total	**684**	**899**	**1,200**	**1,200**	**1,400**

Fund	Program
General	**Garage**
Department	Account Number
Public Works	**01 - 03 . 15**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
901	Operational Equipment	0	8,700	0	0	0
	Total	**0**	**8,700**	**0**	**0**	**0**

Fund	Program
General	**City Hall**
Department	Account Number
Public Works	**01 - 03 .17**

Program Description

This program provides for the furnishing and maintenance of all electrical, plumbing and mechanical facilities at City Hall, the Police Department and two Fire Stations. Functions include maintenance and repair of heating and air conditioning system, lock replacement and repair, interior painting, repair of windows and doors, minor building modifications and custodial service.

Budget Highlights

Fund	Program
General	**City Hall Complex**
Department	Account Number
Public Works	**01 - 03 . 17**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	12,069	15,756	12,470	14,620	13,920
800 Contractural Services	112,559	115,175	141,440	138,105	136,630
900 Capital	790	7,236	1,000	0	1,000
950 Other	0	0	0	0	0
Totals	**125,418**	**138,167**	**154,910**	**152,725**	**151,550**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
General	**City Hall Complex**
Department	Account Number
Public Works	**01 - 03 . 17**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	0	0	100	0	100
703	Gasoline & Oil	0	0	300	300	300
705	Audio / Visual Sup	180	248	270	270	270
708	Custodial Supplies	4,438	4,140	4,500	4,500	4,650
711	Hardware & Tools	187	207	200	200	200
730	Operational Equip	520	0	0	0	0
735	Bldg Maint Materials	6,744	10,739	6,700	9,000	8,000
751	Area Maint Materials	0	422	400	350	400
	Total	**12,069**	**15,756**	**12,470**	**14,620**	**13,920**

Fund	Program
General	**City Hall Complex**
Department	Account Number
Public Works	**01 - 03 . 17**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	944	801	5,850	9,700	850
814	Land/Building Rental	11,385	10,535	11,460	11,460	11,460
821	Maintenance Contracts	5,330	1,451	4,550	3,720	4,500
824	Electricity	82,685	85,725	92,300	86,510	90,300
825	Gas	1,892	1,766	2,500	2,000	2,200
826	Communications	0	221	820	740	820
827	Water & Sewer	6,091	5,623	7,000	7,800	8,100
835	Bldg Contract Maint	3,245	5,595	5,900	5,175	6,400
837	Heating / AC Maint	987	3,458	11,060	11,000	12,000
	Total	**112,559**	**115,175**	**141,440**	**138,105**	**136,630**

Fund	Program
General	**City Hall Complex**
Department	Account Number
Public Works	**01 - 03 . 17**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
907	Building Improvements	790	7,236	1,000	0	1,000
	Total	**790**	**7,236**	**1,000**	**0**	**1,000**

Fund	Program
General	**Service Center**
Department	Account Number
Public Works	**01 - 03 .18**

Program Description

This program provides for furnishing and maintaining all electrical, plumbing and mechanical facilities at the Service Center. Functions include routine maintenance and repair of the site's facilities including the Garage, salt dome and fuel dispensers. Custodial equipment, materials and supplies for the Service Center are also funded from this program as are the testing and monitoring costs associated with the facility's two underground fuel tanks.

Budget Highlights

No new major expenditures are being budgeted for the Service Center in FY 2019.

Fund	Program
General	**Service Center**
Department	Account Number
Public Works	**01 - 03 . 18**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	7,391	5,335	7,800	6,600	7,450
800 Contractural Services	47,346	44,063	51,660	47,840	49,490
900 Capital	0	7,449	0	0	0
950 Other	0	0	0	0	0
Totals	**54,737**	**56,847**	**59,460**	**54,440**	**56,940**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
General	**Service Center**
Department	Account Number
Public Works	**01 - 03 . 18**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	0	9	50	0	50
705	Audio / Visual Sup	304	170	400	300	400
708	Custodial Supplies	2,428	1,808	2,200	2,000	2,200
710	First Aid Supplies	0	0	100	100	100
711	Hardware & Tools	0	23	100	0	100
735	Bldg Maint Materials	4,659	3,325	4,950	4,200	4,600
	Total	**7,391**	**5,335**	**7,800**	**6,600**	**7,450**

Fund	Program
General	**Service Center**
Department	Account Number
Public Works	**01 - 03 . 18**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
804	Misc Insurance	250	250	250	250	250
807	Testing Services	3,897	-212	1,000	770	1,000
810	Disposal Services	0	72	0	0	0
821	Maintenance Contracts	1,045	2,594	5,370	4,870	5,570
823	Street Lights	485	487	500	500	520
824	Electricity	16,419	15,621	21,700	18,400	18,000
825	Gas	6,119	6,554	6,240	7,500	7,750
827	Water & Sewer	6,488	5,246	4,500	4,200	4,400
834	Equip Maintenance	1,609	1,930	600	1,000	1,000
835	Bldg Contract Maint	10,263	10,609	11,500	10,350	11,000
837	Heating / AC Maint	771	912	0	0	0
	Total	**47,346**	**44,063**	**51,660**	**47,840**	**49,490**

Fund	Program
General	**Service Center**
Department	Account Number
Public Works	**01 - 03 . 18**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
907	Building Improvements	0	7,449	0	0	0
	Total	**0**	**7,449**	**0**	**0**	**0**

Fund	Program
Street Improvement Tax	**Street Improvement**
Department	Account Number
Public Works	**06 -03 . 39**

Program Description

This program provides the personnel and office expenses for the administration of the street projects program funded through the property tax levy.

Budget Highlights

No new major expenditures are planned for the Street Improvement Fund in FY 2019.

Fund	Program
Street Improvement Tax	**Street Improvement**
Department	Account Number
Public Works	**06 - 03 . 39**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	273,458	250,874	270,897	271,113	259,443
700 Materials and Supplies	57,400	20,037	29,240	15,880	29,160
800 Contractural Services	13,541	12,291	20,540	16,130	20,700
900 Capital	-627	0	0	0	0
950 Other	0	0	0	0	0
Totals	**343,772**	**283,202**	**320,677**	**303,123**	**309,303**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Public Works Director	0.20	0.20	0.20
Public Works Asst. Director	0.75	0.75	0.75
Civil Engineer	0.90	0.90	0.90
GIS Coordinator	0.50	0.50	0.50
Engineering Inspector	0.25	0.25	0.25
Full Time Personnel Total	**2.60**	**2.60**	**2.60**

Fund	Program
Street Improvement Tax	**Street Improvement**
Department	Account Number
Public Works	**06 - 03 . 39**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	211,312	201,951	218,080	217,550	206,705
609	Workers Compensation	1,039	1,024	1,075	735	703
642	Pension	22,884	10,758	9,980	10,440	9,301
693	Group Life	330	312	342	332	350
696	F.I.C.A.	15,453	14,677	16,680	16,642	15,810
697	Hospital & Medical	21,975	21,697	24,260	24,910	26,064
698	L-T Disability	465	455	480	504	510
	Total	**273,458**	**250,874**	**270,897**	**271,113**	**259,443**

Fund	Program
Street Improvement Tax	**Street Improvement**
Department	Account Number
Public Works	**06 - 03 . 39**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	76	0	100	0	100
702	Office Supplies	1,501	1,313	2,650	2,400	2,500
703	Gasoline & Oil	578	625	750	780	860
707	Personnel Equipment	205	208	300	300	300
711	Hardware & Tools	147	300	440	300	400
712	Maint Materials	47,303	17,591	25,000	12,100	25,000
713	Traffic Control Sup	7,590	0	0	0	0
	Total	**57,400**	**20,037**	**29,240**	**15,880**	**29,160**

Fund	Program
Street Improvement Tax	**Street Improvement**
Department	Account Number
Public Works	**06 - 03 . 39**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	494	0	6,500	5,500	6,500
809	Insurance	8,825	8,825	8,850	8,850	9,000
812	Meetings & Conf	2,213	1,104	1,480	0	1,480
816	Equipment Rental	350	185	0	0	0
822	Memberships	346	320	400	320	400
826	Communications	1,098	1,024	1,030	1,010	1,040
829	Printing	0	88	200	150	200
831	Postage	0	0	80	0	80
832	Vehicle Maintenance	215	29	500	300	500
834	Equip Maintenance	0	0	500	0	500
836	Towing	0	0	120	0	120
841	Publications	0	0	200	0	200
848	Training & Education	0	550	600	0	600
856	Street Light Maint	0	166	0	0	0
859	Recording Fees	0	0	80	0	80
	Total	**13,541**	**12,291**	**20,540**	**16,130**	**20,700**

Fund	Program
Street Improvement Tax	**Street Improvement**
Department	Account Number
Public Works	**06 - 03 . 39**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
906	Contract Construction	-627	0	0	0	0
	Total	**-627**	**0**	**0**	**0**	**0**

Fund	Program
Street Improvement Tax	**Street Projects**
Department	Account Number
Public Works	**06 -03 .40**

Program Description

This program is for the repair and replacement of concrete and asphalt residential streets and associated structures within the public right-of-way funded through a property tax levy. Included in this program is the annual mill and overlay and chipsealing maintenance of the publicly owned asphalt streets within the City. Streets are generally sealed on a six-year cycle. This program also provides the City's grant match for federally funded projects.

Budget Highlights

FY 2019 provides funding for milling and resurfacing asphalt pavements that have been in place over 20 years and are nearing the end of their useful life. Funding for the acquisition of Right of Way for the Marshall Avenue street and sidewalk improvement is also included in FY 2019 budget due to the project not being ready for Right of Way acquisition in FY 2018.

Fund	Program
Street Improvement Tax	**Street Projects**
Department	Account Number
Public Works	**06 - 03 . 40**

Program Request **Type of Expenditure**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	0	55,441	3,000	1,500	3,000
900 Capital	788,147	929,478	586,780	456,480	564,760
950 Other	0	0	0	0	0
Totals	**788,147**	**984,919**	**589,780**	**457,980**	**567,760**

Personnel Schedule	**Number of Employees**		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Street Improvement Tax	**Street Projects**
Department	Account Number
Public Works	**06 - 03 . 40**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	0	55,441	0	0	0
807	Testing Services	0	0	3,000	1,500	3,000
	Total	**0**	**55,441**	**3,000**	**1,500**	**3,000**

Fund	Program
Street Improvement Tax	**Street Projects**
Department	Account Number
Public Works	**06 - 03 . 40**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
906	Contract Construction	788,147	929,478	576,780	456,480	554,760
908	ROW Acquisitions	0	0	10,000	0	10,000
	Total	**788,147**	**929,478**	**586,780**	**456,480**	**564,760**

Fund	Program
Capital Improvement Tax	**Public Works Capital Improvement**
Department	Account Number
Public Works	**26 – 03 . 58**

Program Description

This program is funded by the one-half cent sales tax for Capital Improvements and includes work initiated by the Public Works Department.

Budget Highlights

Funds are included in FY 2019 for the purchase of a front end loader and 2 pickup trucks for the Public Works Department. Funds are also included for the milling and resurfacing of various asphalt pavements and for the mill and resurfacing of E. Lockwood Avenue between Elm Avenue and Big Bend Boulevard. Funds are also included for traffic signal upgrades to the signals at Elm and Lockwood. Funds will be used for a replacement garage door opener for the Police Department Sally Port and 3 garage door openers at Firehouse #1. Funds are also budgeted for the repair of the exterior walls of the Council Chambers.

Fund	Program
Capital Improvement Tax	**Public Works Capital Improvement**
Department	Account Number
Public Works	**26 - 03 . 58**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	1,634	11,285	0	0	25,000
900 Capital	944,092	514,896	1,345,274	1,200,609	973,127
950 Other	0	0	0	0	0
Totals	**945,726**	**526,181**	**1,345,274**	**1,200,609**	**998,127**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Capital Improvement Tax	**Public Works Capital Improvement**
Department	Account Number
Public Works	**26 - 03 . 58**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	0	11,285	0	0	25,000
830	Advertising	1,634	0	0	0	0
	Total	**1,634**	**11,285**	**0**	**0**	**25,000**

Fund	Program
Capital Improvement Tax	**Public Works Capital Improvement**
Department	Account Number
Public Works	**26 - 03 . 58**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
901	Operational Equipment	0	0	167,900	140,445	273,000
902	Vehicle Equipment	130,789	99,052	309,030	263,267	100,000
906	Contract Construction	475,404	415,754	545,423	546,959	578,277
907	Building Improvements	322,262	90	322,921	249,939	11,850
908	ROW Acquisitions	458	0	0	0	0
909	Area Improvements	0	0	0	0	10,000
910	Non-Contract Const	15,179	0	0	0	0
	Total	**944,092**	**514,896**	**1,345,274**	**1,200,609**	**973,127**

Fund	Program
Grant	**Grants**
Department	Account Number
Public Works	**04 -03 .35**

Program Description

The City applies for and receives various Federal, State and Local grants. This program was established to track the grant expenditures by project. Most of the grants require matching City funds.

Budget Highlights

A grant has been awarded in FY 2019 to replace the pavement on Marshall Avenue between Bompart Avenue and Big Bend Blvd. A sidewalk will also be added.

Fund	Program
Grant	**Grants**
Department	Account Number
Public Works	**04 - 03 . 35**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	0	19,634	0	0	0
900 Capital	2,181	548,176	129,410	129,410	435,530
950 Other	0	0	0	0	0
Totals	**2,181**	**567,810**	**129,410**	**129,410**	**435,530**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Grant	**Grants**
Department	Account Number
Public Works	**04 - 03 . 35**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	0	19,634	0	0	0
	Total	**0**	**19,634**	**0**	**0**	**0**

Fund	Program
Grant	**Grants**
Department	Account Number
Public Works	**04 - 03 . 35**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
906	Contract Construction	0	548,176	129,410	129,410	435,530
908	ROW Acquisitions	2,181	0	0	0	0
	Total	**2,181**	**548,176**	**129,410**	**129,410**	**435,530**

Fund	Program
Sewer Lateral	**Sanitary Sewer Lateral Repair**
Department	Account Number
Public Works	**27 -03 . 65**

Program Description

This program performs sanitary sewer lateral inspections and repairs funded by a voter approved charge of up to $50 per year per residential household.

Budget Highlights

FY 2019 budget reflects an increase of 2% over FY 2018 budget based on current projections being lower than originally anticipated.

Fund	Program
Sewer Lateral	**Sanitary Sewer Lateral Repair**
Department	Account Number
Public Works	**27 - 03 . 65**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	58,093	56,481	62,525	63,696	56,894
700 Materials and Supplies	1,414	1,314	2,040	1,919	2,110
800 Contractural Services	330,536	382,406	379,115	343,765	386,175
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**390,043**	**440,201**	**443,680**	**409,380**	**445,179**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Public Works Director	0.10	0.10	0.10
Engineering Inspector	0.40	0.40	0.40
Administrative Coordinator	0.15	0.15	0.15
Full Time Personnel Total	**0.65**	**0.65**	**0.65**

Fund	Program
Sewer Lateral	**Sanitary Sewer Lateral Repair**
Department	Account Number
Public Works	**27 - 03 . 65**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	44,217	44,923	50,155	50,825	44,511
609	Workers Compensation	217	218	230	140	147
642	Pension	4,792	2,337	2,165	2,440	2,003
693	Group Life	35	78	70	82	85
696	F.I.C.A.	3,154	3,223	3,835	3,888	3,405
697	Hospital & Medical	5,628	5,601	5,970	6,210	6,628
698	L-T Disability	50	101	100	111	115
	Total	**58,093**	**56,481**	**62,525**	**63,696**	**56,894**

Fund	Program
Sewer Lateral	**Sanitary Sewer Lateral Repair**
Department	Account Number
Public Works	**27 - 03 . 65**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	0	0	100	0	100
702	Office Supplies	825	671	1,020	1,020	1,020
703	Gasoline & Oil	404	433	590	611	660
707	Personnel Equipment	185	210	290	288	290
711	Hardware & Tools	0	0	40	0	40
	Total	**1,414**	**1,314**	**2,040**	**1,919**	**2,110**

Fund	Program
Sewer Lateral	**Sanitary Sewer Lateral Repair**
Department	Account Number
Public Works	**27 - 03 . 65**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	21,405	24,304	24,800	20,000	24,800
809	Insurance	2,175	2,175	2,175	2,175	2,175
826	Communications	385	394	400	390	400
832	Vehicle Maintenance	258	194	200	0	200
852	Sewer Lateral Reimbursem	306,313	355,339	351,540	321,200	358,600
	Total	**330,536**	**382,406**	**379,115**	**343,765**	**386,175**

Fund	Program
Storm Water Improvement Tax	**Storm Water Improvement**
Department	Account Number
Public Works	**29 - 03 . 67**

Program Description

This program is responsible for the study, design and construction of storm water improvements funded by 20% of the revenue from the one-half cent sales tax for Park and Storm Water Improvements.

Budget Highlights

FY 2019 provides funds for the reconstruction of a culvert on Edgar Road near Chestnut Hill Ln to replace the existing culvert that is in poor condition, and for the construction of the storm sewer system at 9445 Big Bend Blvd.

Fund	Program
Storm Water Improvement Tax	**Storm Water Improvement**
Department	Account Number
Public Works	**29 - 03 . 67**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	32,762	31,774	38,042	38,374	31,295
700 Materials and Supplies	989	732	1,420	1,410	1,450
800 Contractural Services	14,423	3,468	62,440	53,447	12,440
900 Capital	7,219	46,137	270,000	1,550	560,000
950 Other	0	0	0	0	0
Totals	**55,393**	**82,111**	**371,902**	**94,781**	**605,185**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Public Works Director	0.10	0.10	0.10
Civil Engineer	0.10	0.10	0.10
Engineering Inspector	0.10	0.10	0.10
Full Time Personnel Total	**0.30**	**0.30**	**0.30**

Fund	Program
Storm Water Improvement Tax	**Storm Water Improvement**
Department	Account Number
Public Works	**29 - 03 . 67**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	25,229	25,644	31,365	31,232	24,745
609	Workers Compensation	140	141	145	109	90
642	Pension	2,733	1,333	1,262	1,490	1,113
693	Group Life	0	36	0	39	40
696	F.I.C.A.	1,810	1,855	2,400	2,390	1,893
697	Hospital & Medical	2,800	2,707	2,820	3,050	3,350
698	L-T Disability	50	58	50	64	64
	Total	**32,762**	**31,774**	**38,042**	**38,374**	**31,295**

Fund	Program
Storm Water Improvement Tax	**Storm Water Improvement**
Department	Account Number
Public Works	**29 - 03 . 67**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
702	Office Supplies	748	513	1,140	1,140	1,170
707	Personnel Equipment	181	219	230	230	230
711	Hardware & Tools	60	0	50	40	50
	Total	**989**	**732**	**1,420**	**1,410**	**1,450**

Fund	Program
Storm Water Improvement Tax	**Storm Water Improvement**
Department	Account Number
Public Works	**29 - 03 . 67**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	11,780	2,060	60,000	52,082	10,000
812	Meetings & Conf	813	831	1,040	995	1,040
821	Maintenance Contracts	1,280	0	0	0	0
829	Printing	0	62	150	0	150
830	Advertising	0	0	500	0	500
831	Postage	0	0	50	0	50
848	Training & Education	550	425	500	370	500
859	Recording Fees	0	90	200	0	200
	Total	**14,423**	**3,468**	**62,440**	**53,447**	**12,440**

Fund	Program
Storm Water Improvement Tax	**Storm Water Improvement**
Department	Account Number
Public Works	**29 - 03 . 67**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
906	Contract Construction	7,219	46,137	270,000	1,550	560,000
	Total	**7,219**	**46,137**	**270,000**	**1,550**	**560,000**

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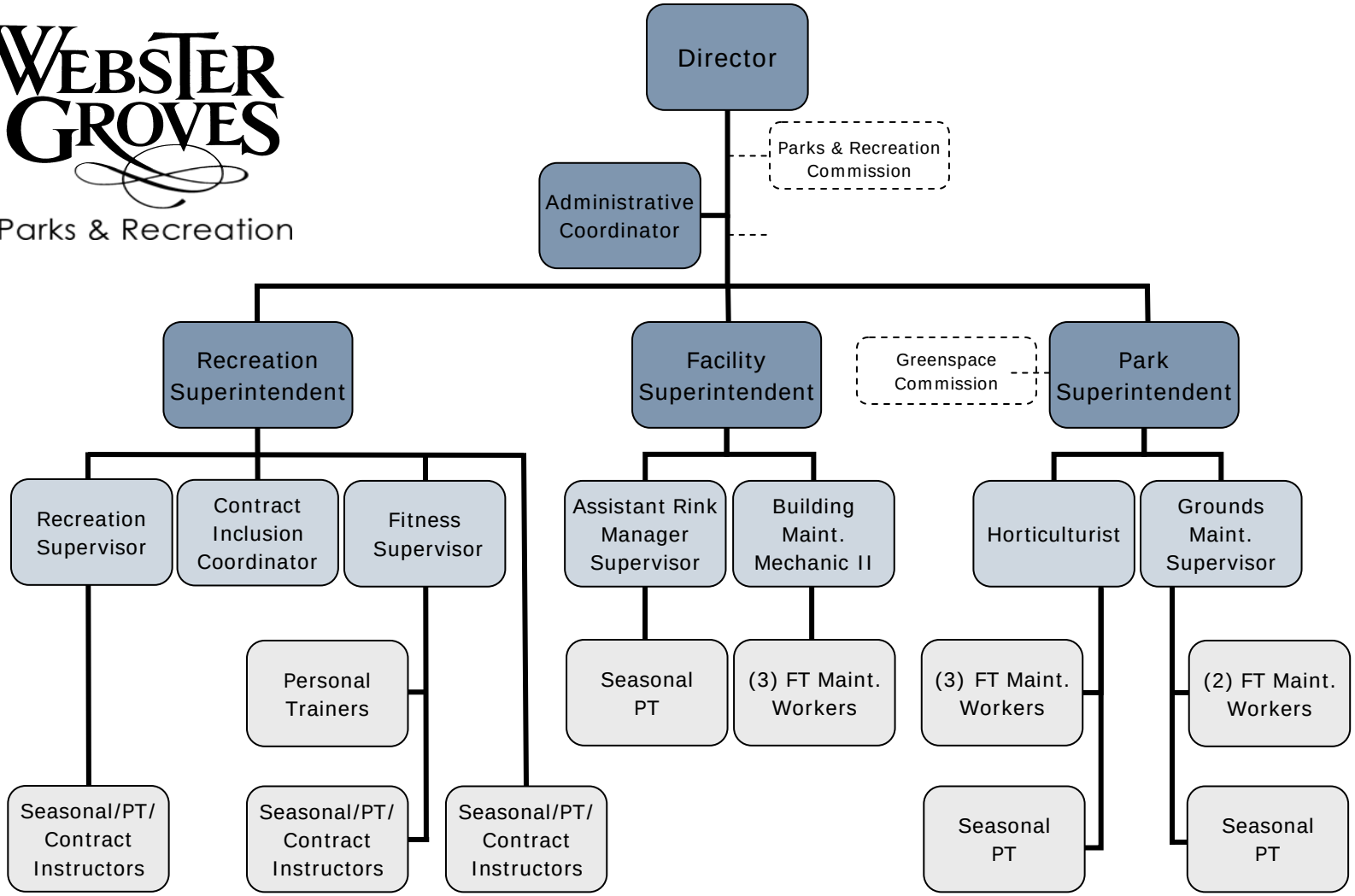
Department of Parks and Recreation



PARKS AND RECREATION

PERFORMANCE INDICATORS	Calendar Year 2015	Calendar Year 2016	Calendar Year 2017
Trees Planted	300	300	300
Recreation Program Participants	8,941	10,206	10,103
Room/Gym Rental Participants	30,335	37,255	34,475
Hockey / Learn to Skate Participants	119,813	123,527	127,233
Swim Lessons / Programs	1,730	1,966	2,002
Rink Session Participants	19,154	19,142	20,290
Fitness Center Members	1,697	1,745	1,795
Fitness Program Participants	1,695	1,766	1,571

Fund	Program
General	**Parks**
Department	Account Number
Parks & Recreation	**01 - 04 . 16**

Program Description

This is a maintenance program that is responsible for 160+ acres of open space, including 20 parks, 7 restrooms, 10 pavilions, 10 playgrounds, 11 athletic fields, 11 tennis courts, and 3 basketball courts at 54 locations throughout the City.

Budget Highlights

This year all of the business district funds were transferred out of this program to a new program, Parks Business District. This was set up to better track these expenses. Fiscal year 2019 purchases include new soccer goals.

Fund	Program
General	**Parks**
Department	Account Number
Parks and Recreation	**01 - 04 . 16**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	311,388	288,561	228,656	199,613	185,846
700 Materials and Supplies	76,354	56,103	39,815	39,830	41,390
800 Contractural Services	115,165	118,477	126,741	141,894	142,826
900 Capital	0	0	20,000	20,000	5,000
950 Other	0	0	0	0	0
Totals	**502,907**	**463,141**	**415,212**	**401,337**	**375,062**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Parks Superintendent	0.25	0.25	0.25
Grounds Supervisor	1.00	1.00	1.00
Building Maintenance Mechanic II	0.50	0.50	0.50
Park Worker II	2.00	2.00	0.00
Park Worker I	1.00	1.00	1.00
Full Time Personnel Total	**4.75**	**4.75**	**2.75**
Part Time Personnel			
Park Worker I	1.00	1.00	1.00
Part Time Personnel Total	**1.00**	**1.00**	**1.00**

Fund	Program
General	**Parks**
Department	Account Number
Parks and Recreation	**01 - 04 . 16**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	186,968	157,052	161,810	147,635	123,345
602	Part-Time	52,764	12,488	5,383	5,383	11,655
603	Salaries - Bus District	0	33,697	0	0	0
604	Part-time Bus district	0	19,124	0	0	0
609	Workers Compensation	7,316	5,641	5,275	4,700	4,824
695	Overtime	7,362	2,839	6,493	3,000	6,493
696	F.I.C.A.	16,841	15,370	13,995	12,095	10,240
697	Hospital & Medical	40,137	42,350	35,700	26,800	29,289
	Total	**311,388**	**288,561**	**228,656**	**199,613**	**185,846**

Fund	Program
General	**Parks**
Department: **Parks and Recreation**	Account Number: **01 - 04 . 16**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	249	189	230	230	230
702	Office Supplies	1,083	1,370	1,340	1,190	1,500
703	Gasoline & Oil	11,824	11,547	14,000	14,575	15,900
707	Personnel Equipment	1,603	1,246	750	825	750
708	Custodial Supplies	2,063	1,342	2,300	2,300	2,000
710	First Aid Supplies	46	34	50	50	50
711	Hardware & Tools	1,477	1,429	1,475	1,475	1,475
712	Maint Materials	1,697	1,499	1,700	1,700	1,700
715	Grounds Supplies	1,125	896	1,200	1,200	1,200
718	Special Events	29	780	560	75	375
721	Plant Materials	20,528	0	0	0	0
724	Commodities - Bus District	0	18,171	0	0	0
730	Operational Equip	5,506	5,907	5,655	5,655	5,655
735	Bldg Maint Materials	2,217	1,898	1,950	1,950	1,950
751	Area Maint Materials	26,907	9,795	8,605	8,605	8,605
	Total	**76,354**	**56,103**	**39,815**	**39,830**	**41,390**

Fund	Program
General	**Parks**
Department	Account Number
Parks and Recreation	**01 - 04 . 16**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
810	Disposal Services	2,000	0	2,000	0	1,000
812	Meetings & Conf	162	717	1,450	1,450	1,450
816	Equipment Rental	800	-450	400	400	400
821	Maintenance Contracts	52,425	51,165	58,846	59,846	58,846
823	Street Lights	3,596	3,530	3,700	3,200	3,700
824	Electricity	11,113	11,123	10,900	12,668	13,000
826	Communications	2,027	948	2,980	480	480
827	Water & Sewer	15,933	20,335	18,015	35,400	35,500
832	Vehicle Maintenance	6,200	8,100	8,700	8,700	8,700
834	Equip Maintenance	17,987	17,063	16,500	16,500	16,500
835	Bldg Contract Maint	1,314	1,146	1,000	1,000	1,000
848	Training & Education	100	50	500	500	500
851	Area Contract Maint	1,508	4,750	1,750	1,750	1,750
	Total	**115,165**	**118,477**	**126,741**	**141,894**	**142,826**

Fund	Program
General	**Parks**
Department	Account Number
Parks and Recreation	**01 - 04 . 16**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
901	Operational Equipment	0	0	0	0	5,000
909	Area Improvements	0	0	20,000	20,000	0
	Total	**0**	**0**	**20,000**	**20,000**	**5,000**

Fund	Program
General	**Recreation**
Department	Account Number
Parks & Recreation	**01 - 04 . 20**

Program Description

All recreation activities, exclusive of the Ice Arena, Aquatic Center, and Fitness Center are operated from this program, as well as some department-wide overhead expenses. Most activities are located at the Recreation Complex while some are held off-site on a seasonal basis. The tennis, concession and most maintenance contracts are budgeted in this program. Over 280 programs, ranging from pre-school to senior citizens, are budgeted here.

Budget Highlights

Budgeted items for FY 2019 include Camp Webegee, fireworks for Community Days and Fire & Ice, and the Turkey Day Run.

Fund	Program
General	**Recreation**
Department	Account Number
Parks and Recreation	**01 - 04 . 20**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	508,920	540,546	505,510	506,455	521,069
700 Materials and Supplies	74,156	83,692	85,798	80,512	87,718
800 Contractural Services	183,003	178,027	218,555	203,318	195,542
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**766,079**	**802,265**	**809,863**	**790,285**	**804,329**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Parks & Recreation Director	0.75	0.75	0.75
Recreation Superintendent	0.75	0.75	0.75
Recreation Supervisor	1.00	1.00	1.00
Building Maintenance Mechanic II	0.50	0.50	0.50
Maintenance Worker I	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00
Full Time Personnel Total	**5.00**	**5.00**	**5.00**
Part Time Personnel			
Rec Aides/Leaders	3.00	3.00	3.00
Day Camp Staff	2.75	2.75	2.75
Custodian	0.25	0.25	0.25
Part Time Personnel Total	**6.00**	**6.00**	**6.00**

Fund	Program
General	**Recreation**
Department: **Parks and Recreation**	Account Number: **01 - 04 . 20**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	270,819	278,482	264,880	265,270	271,895
602	Part-Time	160,414	180,306	159,475	159,875	165,450
609	Workers Compensation	10,838	10,137	12,100	10,540	12,514
613	Auto Allowance	1,388	1,547	1,350	1,350	1,350
695	Overtime	288	429	400	300	400
696	F.I.C.A.	32,002	35,695	32,205	32,220	33,000
697	Hospital & Medical	33,171	33,950	35,100	36,900	36,460
	Total	**508,920**	**540,546**	**505,510**	**506,455**	**521,069**

Fund	Program
General	**Recreation**
Department: **Parks and Recreation**	Account Number: **01 - 04 . 20**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	6,484	8,369	7,100	8,925	8,650
702	Office Supplies	5,344	4,978	7,055	6,524	6,660
703	Gasoline & Oil	963	887	1,000	1,113	1,205
704	Food	206	113	640	640	640
705	Audio / Visual Sup	1,978	2,518	3,498	2,770	3,453
707	Personnel Equipment	499	1,571	1,530	1,530	1,800
708	Custodial Supplies	4,535	4,329	4,500	4,500	4,500
710	First Aid Supplies	218	474	425	410	475
711	Hardware & Tools	1,200	530	1,600	1,600	1,600
712	Maint Materials	121	547	950	950	1,150
716	Computer SW / HW	77	328	800	450	930
718	Special Events	31,726	32,554	34,050	29,690	32,470
719	Recreation Sup	11,674	14,008	10,800	9,710	12,000
730	Operational Equip	3,713	8,098	6,050	5,900	4,885
735	Bldg Maint Materials	5,418	4,388	5,800	5,800	7,300
	Total	**74,156**	**83,692**	**85,798**	**80,512**	**87,718**

Fund	Program
General	**Recreation**
Department: **Parks and Recreation**	Account Number: **01 - 04 . 20**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
801	Rec Officials/Instructors	41,861	31,976	42,500	38,176	41,300
803	Professional Services	12,638	16,104	17,000	16,000	5,200
812	Meetings & Conf	2,666	1,386	3,180	2,100	3,980
816	Equipment Rental	2,892	6,261	9,420	6,045	7,860
821	Maintenance Contracts	6,119	10,326	10,810	10,577	11,350
822	Memberships	1,102	1,148	1,125	1,125	1,125
824	Electricity	60,163	49,302	57,500	50,000	50,000
825	Gas	7,607	8,647	7,000	7,000	7,000
826	Communications	2,062	1,985	3,150	3,547	3,997
827	Water & Sewer	20,330	25,560	26,000	30,565	32,000
829	Printing	8,671	7,847	10,575	8,866	9,675
830	Advertising	2,771	2,736	3,500	3,500	3,500
831	Postage	5,906	7,076	9,350	8,794	9,285
832	Vehicle Maintenance	360	51	800	800	800
834	Equip Maintenance	782	1,679	1,350	1,350	1,350
835	Bldg Contract Maint	4,650	3,332	11,825	11,725	3,650
837	Heating / AC Maint	1,999	2,211	2,000	2,000	2,000
841	Publications	0	0	100	0	100
848	Training & Education	424	400	1,370	1,148	1,370
	Total	**183,003**	**178,027**	**218,555**	**203,318**	**195,542**

Fund	Program
General	**Aquatic Center**
Department	Account Number
Parks & Recreation	**01 - 04 . 21**

Program Description

All Aquatic Center services from lessons to public swim time are budgeted in this program for a seasonal operation of 100+ days. Management is contracted to maximize risk transfer and available resources.

Budget Highlights

The management contract with Midwest Pool Management comprises 46% of this budget.

Fund	Program
General	**Aquatic Center**
Department	Account Number
Parks and Recreation	**01 - 04 . 21**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	86,016	80,876	86,535	80,155	90,270
700 Materials and Supplies	18,329	17,259	18,760	18,897	20,630
800 Contractural Services	207,646	261,528	244,836	251,244	252,867
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**311,991**	**359,663**	**350,131**	**350,296**	**363,767**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Recreation Facilities Superintendent	0.25	0.25	0.25
Recreation Superintendent	0.25	0.25	0.25
Full Time Personnel Total	**0.50**	**0.50**	**0.50**
Part Time Personnel			
Swim/Dive Coaches	1.00	1.00	1.00
Swim Instructors	1.00	1.00	1.00
Custodian	0.50	0.50	0.50
Cashiers	0.50	0.50	0.50
Part Time Personnel Total	**3.00**	**3.00**	**3.00**

Fund	Program
General	**Aquatic Center**
Department: **Parks and Recreation**	Account Number: **01 - 04 . 21**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	33,567	34,358	35,525	35,525	42,640
602	Part-Time	40,932	34,943	38,690	33,000	34,650
609	Workers Compensation	2,641	2,560	2,900	2,590	3,108
613	Auto Allowance	450	431	450	450	450
695	Overtime	0	23	0	0	0
696	F.I.C.A.	5,436	5,481	5,620	5,240	5,940
697	Hospital & Medical	2,990	3,080	3,350	3,350	3,482
	Total	**86,016**	**80,876**	**86,535**	**80,155**	**90,270**

Fund	Program
General	**Aquatic Center**
Department: **Parks and Recreation**	Account Number: **01 - 04 . 21**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	3,058	2,131	2,600	2,230	2,600
702	Office Supplies	83	183	300	300	300
704	Food	0	0	50	50	50
705	Audio / Visual Sup	442	458	425	420	420
707	Personnel Equipment	305	413	500	500	500
708	Custodial Supplies	1,777	1,815	2,300	2,300	2,300
711	Hardware & Tools	420	528	800	800	800
712	Maint Materials	241	328	950	950	950
718	Special Events	952	1,575	1,300	1,006	1,350
719	Recreation Sup	243	1,119	2,060	1,991	2,060
730	Operational Equip	7,917	7,174	4,850	5,725	6,325
735	Bldg Maint Materials	2,891	1,535	2,625	2,625	2,975
	Total	**18,329**	**17,259**	**18,760**	**18,897**	**20,630**

Fund	Program
General	**Aquatic Center**
Department: **Parks and Recreation**	Account Number: **01 - 04 . 21**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
801	Rec Officials/Instructors	289	-80	50	0	150
803	Professional Services	138,570	202,908	172,786	172,786	170,251
812	Meetings & Conf	531	671	475	385	475
816	Equipment Rental	0	0	100	100	100
821	Maintenance Contracts	2,400	2,480	3,300	3,140	3,300
822	Memberships	679	825	1,275	1,441	1,441
824	Electricity	28,332	17,019	21,000	17,793	20,000
825	Gas	1,018	1,384	1,200	1,315	1,500
826	Communications	65	115	100	70	100
827	Water & Sewer	20,330	25,560	27,000	37,000	38,000
829	Printing	0	0	200	200	200
834	Equip Maintenance	7,465	1,838	8,350	8,350	8,350
835	Bldg Contract Maint	2,472	4,543	3,500	3,500	3,500
837	Heating / AC Maint	1,800	1,021	1,800	1,800	1,800
857	Pay Other Agencies	3,695	3,244	3,700	3,364	3,700
	Total	**207,646**	**261,528**	**244,836**	**251,244**	**252,867**

Fund	Program
General	**Ice Arena**
Department	Account Number
Parks & Recreation	**01 - 04 . 22**

Program Description

A comprehensive, year-round ice arena is accounted for in this program. Public open skating sessions retain prime slots on a year-round basis. Special activities in the facilities are a full-scale hockey program and a Learn To Skate program offering a variety of special events.

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Budget Highlights

FY 2019 sees a salary increase due to the payout for the retirement of the long tenured Facilities Manager

Fund	Program
General	**Ice Arena**
Department	Account Number
Parks and Recreation	**01 - 04 . 22**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	265,982	266,840	288,035	279,143	312,263
700 Materials and Supplies	38,012	46,586	42,705	44,400	45,490
800 Contractural Services	159,463	111,548	126,705	122,717	134,292
900 Capital	0	0	9,000	9,000	0
950 Other	0	0	0	0	0
Totals	**463,457**	**424,974**	**466,445**	**455,260**	**492,045**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Recreation Facilities Superintendent	0.75	0.75	0.75
Asst. Ice Rink Manager	1.00	1.00	1.00
Maintenance Worker II	0.00	1.00	1.00
Maintenance Worker I	1.00	0.00	0.00
Full Time Personnel Total	**2.75**	**2.75**	**2.75**
Part Time Personnel			
Skating Instructor	1.00	1.00	1.00
Part-Time Maintenance Worker	1.00	1.00	1.00
Cashier	2.75	2.00	2.00
Assistant Mgr/Facility Attendant	1.00	1.00	1.00
Part Time Personnel Total	**5.75**	**5.00**	**5.00**

Fund	Program
General	**Ice Arena**
Department	Account Number
Parks and Recreation	**01 - 04 . 22**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	139,988	145,972	153,795	153,840	175,445
602	Part-Time	87,408	82,615	91,000	84,000	91,000
609	Workers Compensation	8,859	8,850	11,500	9,555	11,670
613	Auto Allowance	675	647	675	730	730
695	Overtime	248	102	0	248	250
696	F.I.C.A.	17,163	17,150	18,725	18,270	20,380
697	Hospital & Medical	11,641	11,504	12,340	12,500	12,788
	Total	**265,982**	**266,840**	**288,035**	**279,143**	**312,263**

Fund	Program
General	**Ice Arena**
Department	Account Number
Parks and Recreation	**01 - 04 . 22**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	6,821	8,237	6,500	8,635	8,800
702	Office Supplies	1,097	588	1,530	1,530	1,380
703	Gasoline & Oil	10,448	11,579	9,000	9,500	10,000
704	Food	153	223	350	350	350
705	Audio / Visual Sup	947	626	1,125	910	510
707	Personnel Equipment	1,076	564	1,000	900	1,000
708	Custodial Supplies	3,230	4,500	4,500	4,500	4,650
709	Chemicals	540	1,786	2,100	2,100	500
710	First Aid Supplies	257	262	250	225	250
711	Hardware & Tools	661	349	800	700	800
712	Maint Materials	1,248	1,575	1,450	1,450	1,450
713	Traffic Control Sup	0	200	200	100	200
716	Computer SW / HW	0	0	250	250	500
718	Special Events	740	47	800	400	800
730	Operational Equip	9,606	13,107	10,850	10,850	11,300
735	Bldg Maint Materials	1,188	2,943	2,000	2,000	3,000
	Total	**38,012**	**46,586**	**42,705**	**44,400**	**45,490**

Fund	Program
General	**Ice Arena**
Department	Account Number
Parks and Recreation	**01 - 04 . 22**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
812	Meetings & Conf	0	833	0	0	2,050
816	Equipment Rental	250	0	250	0	250
821	Maintenance Contracts	8,176	6,152	6,800	5,830	19,170
822	Memberships	566	493	1,075	1,242	967
824	Electricity	59,713	46,333	55,000	48,000	52,000
825	Gas	8,834	8,647	9,500	7,000	8,500
826	Communications	717	1,090	1,180	1,105	1,380
827	Water & Sewer	20,330	25,560	22,000	31,000	31,000
829	Printing	0	241	250	50	250
830	Advertising	0	1,000	1,000	40	175
834	Equip Maintenance	41,467	8,223	19,750	20,250	7,750
835	Bldg Contract Maint	17,710	11,281	8,000	8,000	8,900
837	Heating / AC Maint	1,700	1,640	1,500	0	1,500
848	Training & Education	0	55	400	200	400
	Total	**159,463**	**111,548**	**126,705**	**122,717**	**134,292**

Fund	Program
General	**Ice Arena**
Department	Account Number
Parks and Recreation	**01 - 04 . 22**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
907	Building Improvements	0	0	9,000	9,000	0
	Total	**0**	**0**	**9,000**	**9,000**	**0**

Fund	Program
General	**Fitness**
Department	Account Number
Parks & Recreation	**01 - 04. 23**

Program Description

A comprehensive, year-round fitness center is accounted for in this program. We offer a full line of cardio and strength equipment for daily drop in or membership usage. We also provide ongoing fitness classes and personal training.

Budget Highlights

Fund	Program
General	**Fitness**
Department	Account Number
Parks and Recreation	**01 - 04 . 23**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	341,888	324,350	361,933	339,698	360,810
700 Materials and Supplies	24,932	28,959	27,460	28,484	29,330
800 Contractural Services	156,261	151,683	167,485	151,870	163,172
900 Capital	0	0	2,500	500	0
950 Other	0	0	0	0	0
Totals	**523,081**	**504,992**	**559,378**	**520,552**	**553,312**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Fitness Supervisor	1.00	1.00	1.00
Maintenance Worker I	1.00	1.00	1.00
Full Time Personnel Total	**2.00**	**2.00**	**2.00**
Part Time Personnel			
Rec Aides/Leaders	3.00	3.00	3.00
Maintenance Worker	1.00	1.00	1.00
Custodian	0.25	0.25	0.25
Part Time Personnel Total	**4.25**	**4.25**	**4.25**

Fund	Program
General	**Fitness**
Department	Account Number
Parks and Recreation	**01 - 04 . 23**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	92,297	90,277	92,213	92,213	93,880
602	Part-Time	202,337	187,037	217,550	197,445	214,100
609	Workers Compensation	9,976	9,690	10,985	10,159	11,115
613	Auto Allowance	900	862	900	900	900
695	Overtime	190	206	220	306	250
696	F.I.C.A.	21,665	21,160	23,730	22,205	23,590
697	Hospital & Medical	14,523	15,118	16,335	16,470	16,975
	Total	**341,888**	**324,350**	**361,933**	**339,698**	**360,810**

Fund	Program
General	**Fitness**
Department	Account Number
Parks and Recreation	**01 - 04 . 23**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	6,724	8,237	6,025	8,235	8,400
702	Office Supplies	733	639	820	820	780
704	Food	37	105	100	100	100
705	Audio / Visual Sup	2,429	2,569	3,650	3,482	3,075
707	Personnel Equipment	445	528	900	900	900
708	Custodial Supplies	10,028	10,325	8,890	8,631	8,900
711	Hardware & Tools	211	51	200	262	300
712	Maint Materials	300	162	425	425	425
718	Special Events	690	450	900	801	900
719	Recreation Sup	1,426	1,746	2,100	1,740	1,900
730	Operational Equip	366	3,120	1,250	1,048	1,450
735	Bldg Maint Materials	1,543	1,027	2,200	2,040	2,200
	Total	**24,932**	**28,959**	**27,460**	**28,484**	**29,330**

Fund	Program
General	**Fitness**
Department	Account Number
Parks and Recreation	**01 - 04 . 23**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
801	Rec Officials/Instructors	54,949	56,656	64,200	53,045	57,300
812	Meetings & Conf	460	1,039	2,230	2,121	2,240
821	Maintenance Contracts	3,310	3,006	2,550	2,340	2,550
822	Memberships	667	170	215	220	892
824	Electricity	59,713	46,332	52,000	48,000	50,000
825	Gas	7,607	8,646	8,000	6,663	7,000
827	Water & Sewer	20,330	25,560	26,000	30,565	32,000
829	Printing	48	0	650	590	650
830	Advertising	1,860	3,690	4,000	3,055	4,000
834	Equip Maintenance	2,918	3,512	4,000	1,844	3,000
835	Bldg Contract Maint	3,155	2,004	1,700	1,650	1,700
837	Heating / AC Maint	757	768	1,500	1,500	1,500
841	Publications	77	0	100	87	100
848	Training & Education	410	300	340	190	240
	Total	**156,261**	**151,683**	**167,485**	**151,870**	**163,172**

Fund	Program
General	**Fitness**
Department	Account Number
Parks and Recreation	**01 - 04 . 23**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
907	Building Improvements	0	0	2,500	500	0
	Total	**0**	**0**	**2,500**	**500**	**0**

Fund	Program
General	**Parks Business Districts**
Department	Account Number
Parks & Recreation	**01 - 04 . 38**

Program Description

This program accounts for all of the transfers in from the business districts and expenses incurred for landscaping, decorating and snow removal for the business districts.

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Budget Highlights

FY 2019 is the first time that we have completely separated all of the expenses and transfers. We are seeking to get a more complete and easier tracking system for these expenses.

Fund	Program
General	**Parks Business District**
Department	Account Number
Parks and Recreation	**01 - 04 . 38**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	79,281	75,944	74,964
700 Materials and Supplies	0	0	25,275	25,050	26,550
800 Contractural Services	0	0	0	0	0
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**0**	**0**	**104,556**	**100,994**	**101,514**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Park Worker I	0.00	0.00	1.00
Full Time Personnel Total	**0.00**	**0.00**	**1.00**
Part Time Personnel			
Park Worker I	0.00	0.00	1.00
Part Time Personnel Total	**0.00**	**0.00**	**1.00**

Fund	Program
General	**Parks Business District**
Department	Account Number
Parks and Recreation	**01 - 04 . 38**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	0	0	37,517	37,517	36,000
602	Part-Time	0	0	25,064	19,912	19,912
609	Workers Compensation	0	0	1,900	2,580	2,612
695	Overtime	0	0	2,000	2,000	2,000
696	F.I.C.A.	0	0	4,000	4,935	4,430
697	Hospital & Medical	0	0	8,800	9,000	10,010
	Total	**0**	**0**	**79,281**	**75,944**	**74,964**

Fund	Program
General	**Parks Business District**
Department	Account Number
Parks and Recreation	**01 - 04 . 38**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
707	Personnel Equipment	0	0	475	250	250
724	Commodities - Bus District	0	0	24,800	24,800	24,800
726	Old Orchard Projects	0	0	0	0	1,500
	Total	**0**	**0**	**25,275**	**25,050**	**26,550**

Fund	Program
Park Improvement Tax	**Park Improvement**
Department	Account Number
Parks & Recreation	**30 - 04. 68**

Program Description

In April 1999, residents approved a one-half cent sales tax to be used for Park and Storm Water Improvements. It was determined that 80% of the revenue would be used for Park Improvements and 20% for Storm Water Improvements. This program accounts for the administrative expenditures and projects spent from these funds.

Budget Highlights

Budgeted items for FY 2019 include the matching funds for the Municipal Park Grant to renovate the Memorial Park tennis courts.

Fund	Program
Park Improvement Tax	**Park Improvement**
Department	Account Number
Parks and Recreation	**30 - 04 . 68**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	258,673	246,314	328,978	308,175	373,006
700 Materials and Supplies	55,381	89,293	101,000	99,794	100,200
800 Contractural Services	91,851	122,208	128,625	121,355	122,540
900 Capital	124,281	307,894	359,408	359,408	120,000
950 Other	0	0	0	0	0
Totals	**530,186**	**765,709**	**918,011**	**888,732**	**715,746**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Parks & Recreation Director	0.25	0.25	0.25
Parks Superintendent	0.75	0.75	0.75
Horticulture Supervisor	1.00	1.00	1.00
Park Worker II	1.00	0.00	0.00
Park Worker I	1.00	2.00	3.00
Full Time Personnel Total	**4.00**	**4.00**	**5.00**
Part Time Personnel			
Part-Time Maintenance Worker	1.00	0.00	0.00
Part Time Personnel Total	**1.00**	**0.00**	**0.00**

Fund	Program
Park Improvement Tax	**Park Improvement**
Department	Account Number
Parks and Recreation	**30 - 04 . 68**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	168,852	160,481	195,035	178,100	237,798
602	Part-Time	22,193	30,994	52,150	52,150	52,150
609	Workers Compensation	5,325	5,225	6,100	6,125	8,500
642	Pension	18,359	8,345	9,855	8,550	10,900
693	Group Life	401	426	468	430	450
695	Overtime	4,977	3,906	10,270	10,270	10,270
696	F.I.C.A.	14,709	14,920	19,695	18,400	22,965
697	Hospital & Medical	23,507	21,673	34,990	33,800	29,598
698	L-T Disability	350	344	415	350	375
	Total	**258,673**	**246,314**	**328,978**	**308,175**	**373,006**

Fund	Program
Park Improvement Tax	**Park Improvement**
Department	Account Number
Parks and Recreation	**30 - 04 . 68**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	223	173	250	250	250
702	Office Supplies	725	643	950	950	850
703	Gasoline & Oil	2,075	1,998	2,470	2,564	2,770
707	Personnel Equipment	-57	2,200	2,480	2,480	2,480
708	Custodial Supplies	27	501	500	500	500
709	Chemicals	3,468	3,443	4,500	3,200	3,500
710	First Aid Supplies	50	49	50	50	50
711	Hardware & Tools	2,182	2,087	2,200	2,200	2,200
712	Maint Materials	86	185	350	350	350
715	Grounds Supplies	28,161	27,881	36,000	36,000	36,000
718	Special Events	0	138	350	350	350
721	Plant Materials	10,237	22,839	21,000	21,000	21,000
730	Operational Equip	10,230	13,682	15,800	15,800	15,800
751	Area Maint Materials	-2,026	13,474	14,100	14,100	14,100
	Total	**55,381**	**89,293**	**101,000**	**99,794**	**100,200**

Fund	Program
Park Improvement Tax	**Park Improvement**
Department	Account Number
Parks and Recreation	**30 - 04 . 68**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	0	228	500	3,500	500
809	Insurance	8,550	8,550	8,550	8,550	9,000
810	Disposal Services	0	0	1,000	0	1,000
812	Meetings & Conf	375	402	410	410	410
816	Equipment Rental	3,345	8,000	14,500	6,000	4,000
818	Tree Removal	25,943	40,140	34,500	34,500	34,500
821	Maintenance Contracts	22,003	26,532	30,000	30,000	30,000
822	Memberships	332	40	585	250	250
826	Communications	1,489	1,103	3,730	1,180	3,680
827	Water & Sewer	12,051	9,375	14,900	22,765	23,000
829	Printing	944	167	1,000	1,000	500
830	Advertising	60	0	1,000	1,000	1,000
832	Vehicle Maintenance	2,159	779	2,250	1,000	2,250
834	Equip Maintenance	3,306	926	3,000	2,000	2,000
841	Publications	67	0	200	200	200
848	Training & Education	1,948	1,275	2,000	2,000	2,250
851	Area Contract Maint	9,279	24,691	10,500	7,000	8,000
	Total	**91,851**	**122,208**	**128,625**	**121,355**	**122,540**

Fund	Program
Park Improvement Tax	**Park Improvement**
Department	Account Number
Parks and Recreation	**30 - 04 . 68**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
901	Operational Equipment	0	0	22,000	22,000	0
906	Contract Construction	0	49,207	80,000	80,000	120,000
909	Area Improvements	124,281	258,687	257,408	257,408	0
	Total	**124,281**	**307,894**	**359,408**	**359,408**	**120,000**

Fund	Program
Capital Improvement Tax	**Parks & Rec Capital Improvement**
Department	Account Number
Parks & Recreation	**26 - 04 . 60**

Program Description

This program is funded by the one-half cent sales tax for Capital Improvements and includes projects initiated by the Parks & Recreation Department.

Budget Highlights

The FY 2019 budget includes: new strength equipment and flooring for the fitness center, renovation of the tennis courts and addition of a new parking lot at Memorial Park, installation of a new CCTV system for the Rec Complex, and matching funds for a planning grant to start the design process for the addition of a new fitness studio for the Rec Complex. Several other purchases are included here, such as new blinds, 4 in 1 bucket for the tractor, a dump trailer, and valves and bearings for the Ice Arena.

Fund	Program
Capital Improvement Tax	**Parks & Rec Capital Improvement**
Department	Account Number
Parks and Recreation	**26 - 04 . 60**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	48,281	5,545	0	0	0
900 Capital	358,403	281,124	432,715	406,006	662,060
950 Other	0	0	0	0	0
Totals	**406,684**	**286,669**	**432,715**	**406,006**	**662,060**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Capital Improvement Tax	**Parks & Rec Capital Improvement**
Department	Account Number
Parks and Recreation	**26 - 04 . 60**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
816	Equipment Rental	48,281	5,545	0	0	0
	Total	**48,281**	**5,545**	**0**	**0**	**0**

Fund	Program
Capital Improvement Tax	**Parks & Rec Capital Improvement**
Department	Account Number
Parks and Recreation	**26 - 04 . 60**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
901	Operational Equipment	144,558	46,249	287,375	263,415	118,800
902	Vehicle Equipment	50,073	31,584	42,000	40,986	0
906	Contract Construction	110,642	28,773	70,000	70,000	320,000
907	Building Improvements	-181	0	14,400	14,400	223,260
909	Area Improvements	53,311	174,518	18,940	17,205	0
	Total	**358,403**	**281,124**	**432,715**	**406,006**	**662,060**

Fund	Program
Grant	**Parks & Recreation Grants**
Department	Account Number
Parks & Recreation	**04 - 04 . 36**

Program Description

The City applies for and receives various Federal, State and Local grants. This program was established to track the grant expenditures by project. Most of the grants require matching City funds.

Budget Highlights

Budgeted items for FY 2019 include a planning grant to design a new fitness studio, and Municipal Park Grant to renovate tennis courts at Memorial Park.

Fund	Program
Grant	**Parks & Rec Grants**
Department	Account Number
Parks and Recreation	**04 - 04 . 36**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	0	0	0	0	6,400
900 Capital	528,320	164,319	18,000	40,336	475,000
950 Other	0	0	0	0	0
Totals	**528,320**	**164,319**	**18,000**	**40,336**	**481,400**

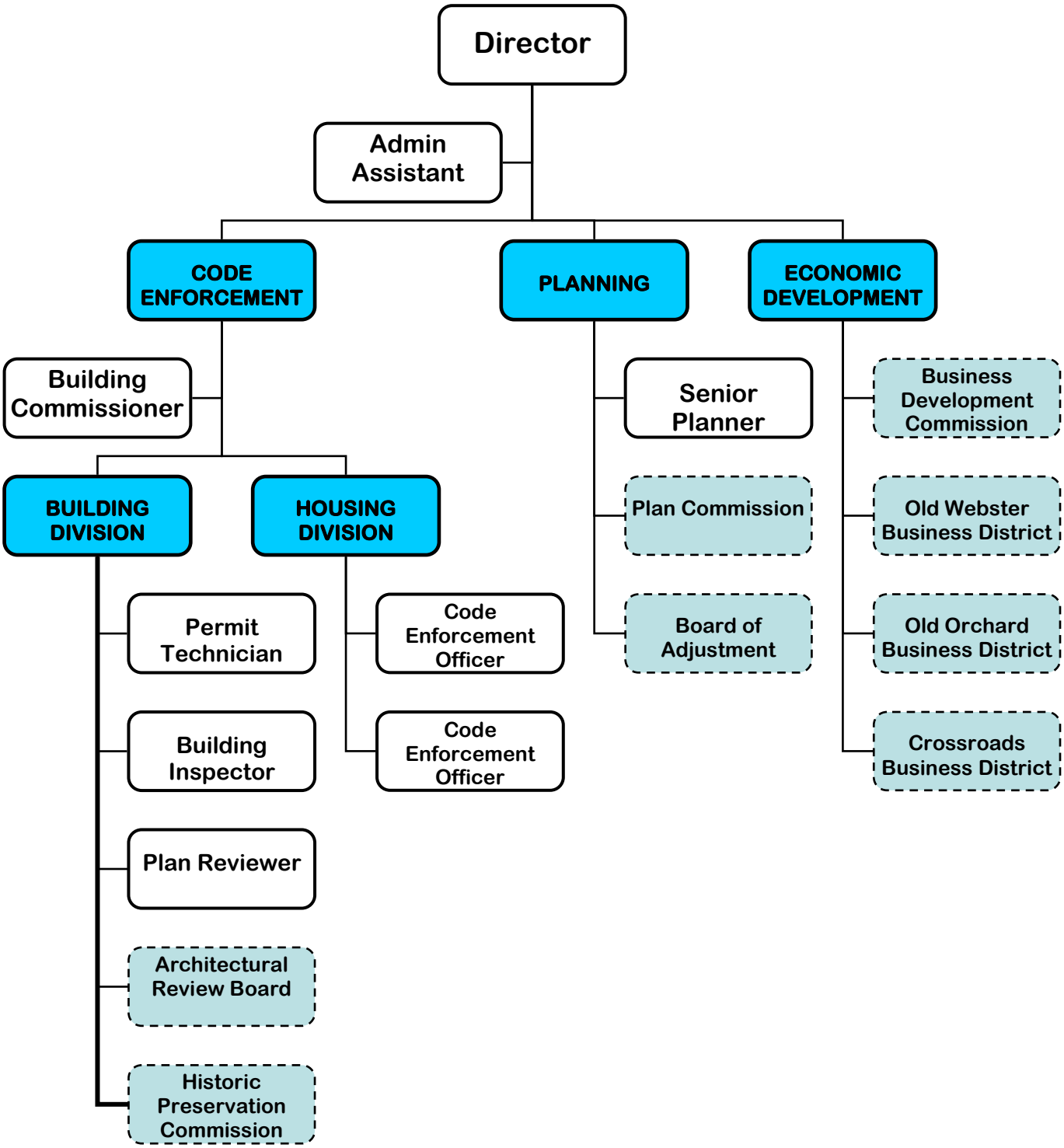
Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Grant	**Parks & Rec Grants**
Department	Account Number
Parks and Recreation	**04 - 04 . 36**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	0	0	0	0	6,400
	Total	**0**	**0**	**0**	**0**	**6,400**

Fund	Program
Grant	**Parks & Rec Grants**
Department	Account Number
Parks and Recreation	**04 - 04 . 36**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
906	Contract Construction	521,920	0	18,000	18,000	475,000
909	Area Improvements	6,400	164,319	0	22,336	0
	Total	**528,320**	**164,319**	**18,000**	**40,336**	**475,000**


Director
Admin Assistant
CODE ENFORCEMENT
PLANNING
ECONOMIC DEVELOPMENT
Building Commissioner
Senior Planner
Business Development Commission
BUILDING DIVISION
HOUSING DIVISION
Plan Commission
Old Webster Business District
Permit Technician
Code Enforcement Officer
Board of Adjustment
Old Orchard Business District
Building Inspector
Code Enforcement Officer
Crossroads Business District
Plan Reviewer
Architectural Review Board
Historic Preservation Commission

PLANNING AND DEVELOPMENT

PERFORMANCE INDICATORS	Calendar Year 2015	Calendar Year 2016	Calendar Year 2017
Occupancy Inspections	740	527	703
Apartment Unit Inspections	330	276	368
Property Maintenance Notices	3,551	4,313	3,902
Architectural Review Board Reviews	196	176	187
Construction Inspections Performed	6,816	6,634	7,631

Fund	Program
General	**Planning**
Department **Planning & Development**	Account Number **01 - 05 .26**

Program Description

The Planning Program has overall administrative responsibility for the Planning & Development Department, and direct responsibility for all zoning, subdivision, and redevelopment activities. This includes advising property owners and developers regarding requirements of the City's development regulations, and processing all applications through the Plan Commission, Board of Adjustment and, when required, through the City Council. Support to the City's TIF Commission, and staff coordination of TIF implementation projects are provided. Examination of land use issues and provision of support for other departments regarding development issues are also responsibilities of the program. Administrative responsibilities include code interpretation and hearing of citizen appeals, and establishment of department policy and procedures including code update and new legislation when necessary, and maintenance of the Department's section of the City web page. The Planning Program provides staff support for economic development issues, including liaison to the Business Development Commission, Old Orchard, Old Webster, and Crossroads Business Districts. This program also utilizes the GIS computer-based mapping system to analyze data and produce maps as needed.

Budget Highlights

City brochures and historic walks brochures continue to be produced for residents and business districts. Hours for a part time staff person are included to help keep paperwork updated in the new permitting system.

Fund	Program
General	**Planning**
Department	Account Number
Planning & Development	**01 - 05 . 26**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	162,341	165,378	180,220	181,190	183,768
700 Materials and Supplies	1,432	1,056	1,000	1,000	1,460
800 Contractural Services	5,779	7,254	10,150	7,423	10,150
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**169,552**	**173,688**	**191,370**	**189,613**	**195,378**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Planning & Development Director	1.00	1.00	1.00
Planner	1.00	1.00	1.00
Full Time Personnel Total	**2.00**	**2.00**	**2.00**

Fund	Program
General	**Planning**
Department: **Planning & Development**	Account Number: **01 - 05 . 26**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	126,053	122,586	135,700	135,920	139,909
602	Part-Time	9,231	14,204	12,000	12,000	10,000
609	Workers Compensation	370	450	490	295	308
613	Auto Allowance	900	863	900	900	900
695	Overtime	832	555	750	0	500
696	F.I.C.A.	9,519	9,669	10,490	11,315	11,465
697	Hospital & Medical	15,436	17,051	19,890	20,760	20,686
	Total	**162,341**	**165,378**	**180,220**	**181,190**	**183,768**

Fund	Program
General	**Planning**
Department	Account Number
Planning & Development	**01 - 05 . 26**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	93	67	100	100	100
702	Office Supplies	1,339	989	900	900	1,360
	Total	**1,432**	**1,056**	**1,000**	**1,000**	**1,460**

Fund	Program
General	**Planning**
Department: **Planning & Development**	Account Number: **01 - 05 . 26**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	1,003	1,363	3,500	2,828	3,500
812	Meetings & Conf	1,675	2,200	2,200	600	2,200
822	Memberships	651	500	680	630	680
829	Printing	2,450	3,191	3,650	3,365	3,650
841	Publications	0	0	120	0	120
	Total	**5,779**	**7,254**	**10,150**	**7,423**	**10,150**

Fund	Program
General	**Code Enforcement**
Department **Planning & Development**	Account Number **01 - 05 .27**

Program Description

The Code Enforcement Program is responsible for the administration and enforcement of the Building, Plumbing, Electrical, & Mechanical Codes; the Existing Structures Code; and the nuisance and similar codes related to the development and maintenance of private property throughout the City. All residential and commercial properties being sold or rented in the City require an inspection, and new residential occupants must obtain an occupancy permit. In addition, Code Enforcement staff responds to property maintenance complaints as well as identify exterior property maintenance violations. All new construction, including major renovations, fences, signs, and demolitions, are reviewed and inspected for compliance with adopted construction codes and the Zoning Ordinance. The process leading to the demolition of unsafe dwellings is managed by the Building Commissioner, who also serves as liaison to the Historic Preservation Commission. The Building Inspector serves as liaison to the Architectural Review Board, which reviews and approves exterior improvements to all primary structures within the City. The City's vector control contract with St. Louis County is also paid out of this program.

Budget Highlights

A part time inspector position has been included in the Code Enforcement budget to help cover the increased numbers of inspections for residential construction projects.

Fund	Program
General	**Code Enforcement**
Department	Account Number
Planning & Development	**01 - 05 . 27**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	457,622	445,380	479,009	524,887	517,890
700 Materials and Supplies	7,685	5,766	7,037	6,316	8,034
800 Contractural Services	10,749	14,190	17,645	10,275	18,095
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**476,056**	**465,336**	**503,691**	**541,478**	**544,019**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**
Full Time Personnel			
Building Commissioner	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00
Plan Reviewer	1.00	1.00	1.00
Code Enforcement Officer	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00
Permit Technician	1.00	1.00	1.00
Full Time Personnel Total	**7.00**	**7.00**	**7.00**
Part Time Personnel			
Permit Technician	0.00	1.00	0.00
Building Inspector	0.00	0.00	1.00
Part Time Personnel Total	**0.00**	**1.00**	**1.00**

Fund	Program
General	**Code Enforcement**
Department: **Planning & Development**	Account Number: **01 - 05 . 27**

Personnel Services						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
601	Salaries	365,360	347,754	366,725	364,837	379,650
602	Part-Time	0	7,568	5,675	49,000	22,500
609	Workers Compensation	8,345	7,797	9,050	10,185	10,230
695	Overtime	1,467	2,811	3,500	2,250	3,500
696	F.I.C.A.	26,060	25,704	29,650	31,750	30,850
697	Hospital & Medical	56,390	53,746	64,409	66,865	71,160
	Total	**457,622**	**445,380**	**479,009**	**524,887**	**517,890**

Fund	Program
General	**Code Enforcement**
Department: **Planning & Development**	Account Number: **01 - 05 . 27**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	317	374	400	200	400
702	Office Supplies	2,297	1,794	2,040	1,400	2,240
703	Gasoline & Oil	2,825	2,764	3,310	3,466	3,744
707	Personnel Equipment	988	678	1,175	1,025	1,400
711	Hardware & Tools	1,258	156	112	225	250
	Total	**7,685**	**5,766**	**7,037**	**6,316**	**8,034**

Fund	Program
General	**Code Enforcement**
Department	Account Number
Planning & Development	**01 - 05 . 27**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	3,870	4,451	5,100	3,410	4,550
812	Meetings & Conf	0	0	2,600	540	2,600
822	Memberships	210	230	645	545	645
826	Communications	1,482	1,195	1,250	1,180	1,250
832	Vehicle Maintenance	572	1,141	1,300	650	1,300
841	Publications	1,218	750	750	750	1,750
848	Training & Education	165	769	1,000	700	1,000
851	Area Contract Maint	3,232	5,654	5,000	2,500	5,000
	Total	**10,749**	**14,190**	**17,645**	**10,275**	**18,095**

Fund	Program
Capital Improvement Tax	**Planning Capital Improvement**
Department	Account Number
Planning & Development	**26 – 05. 61**

Program Description

This program is funded by the one-half cent sales tax for Capital Improvements and includes work initiated by the Planning & Development Department.

Budget Highlights

There are no funds budgeted for this year in Capital improvement.

Fund	Program
Capital Improvement Tax	**Planning Capital Improvement**
Department	Account Number
Planning & Development	**26 - 05 . 61**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	0	0	0	0	0
900 Capital	0	0	12,808	12,808	0
950 Other	0	0	0	0	0
Totals	**0**	**0**	**12,808**	**12,808**	**0**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Capital Improvement Tax	**Planning Capital Improvement**
Department	Account Number
Planning & Development	**26 - 05 . 61**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
901	Operational Equipment	0	0	12,808	12,808	0
	Total	**0**	**0**	**12,808**	**12,808**	**0**

Fund	Program
Old Webster Taxing District	**Old Webster Taxing District**
Department	Account Number
Planning & Development	**12 - 05 .50**

Program Description

The Old Webster Taxing District program is for area improvements and promotional activities to benefit the businesses and property owners, and which are not normal functions of City Government. A 9-member advisory commission of merchants and property owners recommend the annual budget and oversee specific expenditures during the budget year to upgrade the district and promote the businesses, using funds derived from surcharges on merchants and property within the District. Projects include advertising for major Spring and Fall/Christmas events, routine maintenance and landscaping of the public areas, and special projects such as parking lot development and signage.

Budget Highlights

Overall advertising remains for a joint social media campaign with the other Business Districts and the Business Development Commission. Additional funds have been allocated for potential leasing of a parking lot for district employees. Funding has been increased for Parks staff who maintain the landscaping, pots, and holiday decorations in the District.

Fund	Program
Old Webster Taxing District	**Old Webster Taxing District**
Department	Account Number
Planning & Development	**12 - 05 . 50**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	3,063	3,162	9,000	4,900	5,000
800 Contractural Services	38,436	37,130	44,030	41,060	48,490
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**41,499**	**40,292**	**53,030**	**45,960**	**53,490**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Old Webster Taxing District	**Old Webster Taxing District**
Department	Account Number
Planning & Development	**12 - 05 . 50**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	0	0	4,500	1,900	500
730	Operational Equip	3,063	3,162	4,500	3,000	4,500
	Total	**3,063**	**3,162**	**9,000**	**4,900**	**5,000**

Fund	Program
Old Webster Taxing District	**Old Webster Taxing District**
Department	Account Number
Planning & Development	**12 - 05 . 50**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	4,039	4,205	5,150	4,900	5,150
810	Disposal Services	1,047	1,151	1,200	1,200	1,380
814	Land/Building Rental	12,360	11,330	11,880	12,360	16,360
823	Street Lights	1,294	1,281	1,800	1,500	1,600
830	Advertising	19,696	19,163	24,000	21,100	24,000
	Total	**38,436**	**37,130**	**44,030**	**41,060**	**48,490**

Fund	Program
Old Orchard Taxing District	**Old Orchard Taxing District**
Department	Account Number
Planning & Development	**13 - 05. 52**

Program Description

The Old Orchard Taxing District program is for area improvements and promotional activities benefiting area businesses and property owners, and which are not normal functions of City Government. The District is located along Big Bend Blvd. and S. Old Orchard between Summit Avenue and Dale Avenue. A 9-member advisory commission of merchants and property owners recommends the annual budget and oversee specific expenditures during the budget year to upgrade the District and promote the businesses, using funds derived from surcharges on merchants and property within the District. Projects include advertising for major Spring and Fall/Christmas events, routine maintenance and landscaping of the public areas, and special projects such as Gazebo Park improvements and signage.

Budget Highlights

Overall advertising remains for a joint social media campaign with the other Business Districts and the Business Development Commission. Money has been allocated to do a 50/50 cost sharing building lighting program in the district. The lights will be LED holiday lights on the tops of the buildings. Funding has been increased for Parks staff who maintain the landscaping, pots, and holiday decorations in the District.

Fund	Program
Old Orchard Taxing District	**Old Orchard Taxing District**
Department	Account Number
Planning & Development	**13 - 05 . 52**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	400	0	400
800 Contractural Services	21,686	28,183	28,370	22,040	41,490
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**21,686**	**28,183**	**28,770**	**22,040**	**41,890**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Old Orchard Taxing District	**Old Orchard Taxing District**
Department	Account Number
Planning & Development	**13 - 05 . 52**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
701	Miscellaneous	0	0	100	0	100
730	Operational Equip	0	0	300	0	300
	Total	**0**	**0**	**400**	**0**	**400**

Fund	Program
Old Orchard Taxing District	**Old Orchard Taxing District**
Department	Account Number
Planning & Development	**13 - 05 . 52**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	3,670	3,373	3,500	3,250	3,500
810	Disposal Services	1,046	1,145	1,200	1,140	1,440
824	Electricity	136	141	150	150	175
827	Water & Sewer	-662	119	500	100	225
830	Advertising	9,881	12,741	17,000	15,600	19,000
850	Parking Lot Lighting	2,615	2,063	2,300	1,800	1,800
851	Area Contract Maint	0	1,239	3,720	0	15,350
857	Pay Other Agencies	5,000	7,362	0	0	0
	Total	**21,686**	**28,183**	**28,370**	**22,040**	**41,490**

Fund	Program
Crossroads Taxing District	**Crossroads Taxing District**
Department	Account Number
Planning & Development	**15 - 05 . 53**

Program Description

This program is for area improvements and promotional activities which benefit the businesses and property owners, and which are not normal functions of the City. A 7-member advisory commission of merchants and property owners recommend the annual budget and oversee specific expenditures, using funds derived from surcharges on merchants and property within the District. The District includes commercial properties which front on Big Bend Blvd. from the east end of Schnucks on the east, to Gray Avenue on the west.

Budget Highlights

Overall advertising remains for a joint social media campaign with the other Business Districts and the Business Development Commission. Money has been allocated to pay for engineering of a streetscape project should the district be awarded STP funding. Funding has been increased for Parks staff who maintain the landscaping, pots, and holiday decorations in the District.

Fund	Program
Crossroads Taxing District	**Crossroads Taxing District**
Department	Account Number
Planning & Development	**15 - 05 . 53**

Program Request / **Type of Expenditure**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	1,550	0	1,550
800 Contractural Services	11,992	8,427	6,100	4,560	5,900
900 Capital	500	0	2,000	0	2,000
950 Other	1,857	0	2,000	2,000	2,000
Totals	**14,349**	**8,427**	**11,650**	**6,560**	**11,450**

Personnel Schedule	**Number of Employees**		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Crossroads Taxing District	**Crossroads Taxing District**
Department **Planning & Development**	Account Number **15 - 05 . 53**

Materials and Supplies						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
702	Office Supplies	0	0	50	0	50
730	Operational Equip	0	0	500	0	500
751	Area Maint Materials	0	0	1,000	0	1,000
	Total	**0**	**0**	**1,550**	**0**	**1,550**

Fund	Program
Crossroads Taxing District	**Crossroads Taxing District**
Department	Account Number
Planning & Development	**15 - 05 . 53**

Contractual						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
803	Professional Services	9,541	5,357	1,500	900	1,200
810	Disposal Services	240	519	700	540	700
830	Advertising	1,464	1,759	3,000	2,700	3,500
850	Parking Lot Lighting	747	792	900	420	500
	Total	**11,992**	**8,427**	**6,100**	**4,560**	**5,900**

Fund	Program
Crossroads Taxing District	**Crossroads Taxing District**
Department	Account Number
Planning & Development	**15 - 05 . 53**

Capital						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
909	Area Improvements	500	0	2,000	0	2,000
	Total	**500**	**0**	**2,000**	**0**	**2,000**

Fund	Program
Crossroads Taxing District	**Crossroads Taxing District**
Department	Account Number
Planning & Development	**15 - 05 . 53**

Other						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
950		0	0	0	0	0
960	Façade Beautification	1,857	0	2,000	2,000	2,000
	Total	**1,857**	**0**	**2,000**	**2,000**	**2,000**

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Fund	Program
General Obligation Debt Service	**General Obligation Debt Service**
Department	Account Number
Debt Service	**08 - 07 .42**

Program Description

This program is funded by property tax to pay principal and interest on City debt resulting from the issuance of general obligation bonds for major street reconstruction projects.

Budget Highlights

In FY 2011, new debt was incurred as a result of the passage of Proposition W. These funds were used to replace deteriorated concrete and asphalt streets within the City.

Fund	Program
General Obligation Debt Service	**General Obligation Debt Service**
Department	Account Number
Debt Service	**08 - 07 . 42**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	0	0	0	0	0
900 Capital	0	0	0	0	0
950 Other	1,176,562	1,178,662	1,184,350	1,184,350	1,182,500
Totals	**1,176,562**	**1,178,662**	**1,184,350**	**1,184,350**	**1,182,500**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
General Obligation Debt Service	**General Obligation Debt Service**
Department	Account Number
Debt Service	**08 - 07 . 42**

Other						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
955	Debt Service Principal	845,000	865,000	895,000	895,000	920,000
956	Debt Service Interest	330,350	313,450	287,500	287,500	260,650
957	Debt Service Expense	1,212	212	1,850	1,850	1,850
	Total	**1,176,562**	**1,178,662**	**1,184,350**	**1,184,350**	**1,182,500**

Fund	Program
Shoppes At Old Webster TIF	**Shoppes At Old Webster**
Department	Account Number
Debt Service	**21 - 07 . 45**

Program Description

This program was established to repay Tax Increment Notes related to the Shoppes at Old Webster project approved in 1998.

Budget Highlights

The debt was fully paid off in fiscal year 2018, so no expenditures are budgeted for fiscal year 2019.

Fund	Program
Shoppes At Old Webster TIF	**Shoppes At Old Webster**
Department	Account Number
Debt Service	**21 - 07 . 45**

Program Request Type of Expenditure	2016 Actual	2017 Actual	2018 Budget	2018 Estimated	2019 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	0	0	0	0	0
900 Capital	0	0	0	0	0
950 Other	434,759	646,739	342,295	394,553	0
Totals	**434,759**	**646,739**	**342,295**	**394,553**	**0**

Personnel Schedule	Number of Employees		
Position Title	**2017 Actual**	**2018 Actual**	**2019 Budget**

Fund	Program
Shoppes At Old Webster TIF	**Shoppes At Old Webster**
Department	Account Number
Debt Service	**21 - 07 . 45**

Other						
Account Number	**Account Title**	**2016 Actual**	**2017 Actual**	**2018 Budget**	**2018 Estimated**	**2019 Budget**
955	Debt Service Principal	364,000	596,000	198,000	199,000	0
956	Debt Service Interest	63,745	43,725	137,281	188,009	0
957	Debt Service Expense	7,014	7,014	7,014	7,544	0
	Total	**434,759**	**646,739**	**342,295**	**394,553**	**0**

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program (CIP) is a plan for the city's capital investments over a five-year period. The CIP is both a fiscal and planning device that allows the City to project all capital costs, funding sources, 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.

The City of Webster Groves's CIP was developed around two primary goals: 1). to ensure the appropriate maintenance of existing infrastructure and facilities; and, 2). to plan effectively for future needs given current resources. The CIP document provides the City Council, the staff, and the public with a framework for planning and scheduling capital projects. The plan presents a clear picture of projects scheduled for the current year. The process of updating the plan annually also provides an opportunity to revise the document based on changing community needs and priorities, revised cost estimates, or alternative funding sources.

Capital investments involve major city assets that normally have long, useful lives of at least 5 years and values of at least $25,000. Items included within the CIP are usually found within one of the following five 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.
4. The annual street maintenance program, including replacement or repair of concrete and asphalt pavement streets.
5. Vehicles, equipment, furniture, and fixtures.

The current CIP for years 2019-2023 includes five years of projected capital expenditures totaling $15,878,819. The first year of the program is incorporated into the capital portion of the 2018 budget totaling $3,914,847. The remaining four years will serve as a financial plan for capital investments. The CIP compliments the Annual Budget and is updated each budget cycle. Revenues that are used to fund various capital projects that are a part of this program are discussed in the detailed revenue narrative section of this document. The detailed breakout of expenditures as related to the revenues for each fund can be found in the fund summaries section of this document.

Some 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. Five separate funds provide necessary funding for the Capital Improvement Program. These funds include the Street Improvement Fund, Capital Improvement Sales Tax Fund, Park Improvement Sales Tax Fund, Storm Water Improvement Fund, and the Grant Fund.

Operational impacts of this program are generally either non-existent or positive, where the project will either generate revenue to offset expenses or will actually reduce overall operating costs. None of the projects in this year's CIP have significant negative operating impacts. Vehicle and equipment purchases provide the City with operational savings as the gas and oil savings is expected to positively impact the City with the purchase of more fuel efficient and greener products. Due to the fact that repair expenses accelerate as equipment ages, replacing the equipment periodically lowers these expenses. Repairs and replacement of items will continue to draw our residents to the many programs we provide at the Recreation Complex and is expected to continue to supplement other revenue sources that are budgeted in the General Fund.

The hot water heater replacement at the Recreation Complex will drive down operational costs for utilities and maintenance fees. The purchase of a number of vehicles, including patrol cars, fleet vehicles, and parks trucks, within a planned time frame also helps reduce operational costs

related to vehicle maintenance. The replacement of parking lot lights and pool lights will save on electricity. Non-operational financial impacts are also addressed on individual project justification sheets. These included improved safety, appearance and aesthetic improvements, and functionality.

Operational impacts are evident with the implementation of specific processes, equipment, etc., such as with the implement of an evidence tracking system by the police department in 2019. The department currently tracks evidence manually through paper logs and hard copies, which is cumbersome and labor intensive. Replacement of components of pool play features at the Aquatic Center as well as circuit and cardio equipment at the fitness center are costs that the City expects to receive a benefit of over time with increased usage of the recreational facilities, and therefore increased revenues from facility passes purchased by users.

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. These are noted in the CIP Details table in the following pages.

Positive: The project will either generate revenue to offset expenses or will actually reduce overall operating costs.

Negligible: The impact will be very small. The project will generate less than $10,000 per year in increased operating expenditures or savings.

Slight: The impact will be between $10,000 and $25,000 per year in increased operating expenditures.

Moderate: The impact will be between $25,000 and $50,000 per year in increased operating expenditures.

High: The project will increase operating expenditures by more than $50,000 annually.

Capital Improvement Program Summary

	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Street Improvement Tax Fund	$445,880	$690,320	$599,440	$596,200	$711,670	**$3,043,510**
Capital Improvement Sales Tax Fund	$1,982,037	$2,051,293	$2,004,334	$1,720,220	$1,556,750	**$9,314,634**
Park Improvement Fund	$0	$264,000	$150,000	$60,000	$100,000	**$574,000**
Storm Water Improvement Fund	$550,000	$80,000	$125,000	$200,000	$90,000	**$1,045,000**
Grant Fund	$936,930	$247,730	$717,015	$0	$0	**$1,901,675**
TOTAL	**$3,914,847**	**$3,333,343**	**$3,595,789**	**$2,576,420**	**$2,458,420**	**$15,878,819**

19 CIP DETAILS

		FY19	FY20	FY21	FY22	FY23	Total	Impact On Operations
Street Improvement								
PW	Marshall Avenue Improvements	$118,880					$118,880	Positive
PW	Annual Chip Seal Program	$31,580	$213,440	$122,560	$119,320	$234,790	$721,690	Positive
PW	Mill and Overlay	$414,300	$476,880	$476,880	$476,880	$476,880	$2,321,820	Positive
		$445,880	**$690,320**	**$599,440**	**$596,200**	**$711,670**	**$3,043,510**	
Capital Improvement								
Gen Go	Storage Area Network	$115,000					$115,000	Negligible
Gen Go	Network Switch Replacements			$65,000			$65,000	Negligible
Gen Go	Phone System				$104,900		$104,900	Positive
	General Government Subtotal	**$115,000**	**$0**	**$65,000**	**$104,900**	**$0**	**$284,900**	
Police	Police Vehicles	$108,000	$94,000	$94,000	$83,000	$94,000	$473,000	Negligible
Police	Evidence Tracking System	$26,000					$26,000	Negligible
Police	Body Cameras	$76,000					$76,000	Negligible
Police	Portable Radios		$20,000	$20,000	$20,000	$20,000	$80,000	Negligible
Police	MILO		$65,000				$65,000	Negligible
	Police Subtotal	**$210,000**	**$179,000**	**$114,000**	**$103,000**	**$114,000**	**$720,000**	
Fire	Command Vehicle	$56,000					$56,000	Positive
Fire	Firefighter Structural Gear	$25,000	$25,000	$25,000	$25,000	$25,000	$125,000	Negligible
Fire	Self Contained Breathing Apparatus		$256,000				$256,000	Negligible
Fire	Extrication Rescue System			$70,000			$70,000	Negligible
Fire	Ambulance				$260,000		$260,000	Positive
Fire	Staff Vehicle				$32,000	$32,000	$64,000	Positive
	Fire Subtotal	**$81,000**	**$281,000**	**$95,000**	**$317,000**	**$57,000**	**$831,000**	
PW	Pick-up Trucks - Public Works	$100,000	$0	$53,000	$51,000		$204,000	Positive
PW	Fleet Vehicles	$0	$49,000	$26,000	$25,750	$52,250	$153,000	Positive
PW	Utility Truck			$65,310			$65,310	Negligible
PW	Dump Trucks		$130,170	$138,100	$150,000	$154,500	$572,770	Positive
PW	Front End Loader	$168,000					$168,000	Negligible
PW	Tractor/Loader/Backhoe			$107,000			$107,000	Positive
PW	Light Duty Dump Truck				$172,570		$172,570	Negligible
PW	Aerial Boom Truck					$224,000	$224,000	Positive
PW	Motorized Centerline Striper		$60,000				$60,000	Negligible
PW	One Ton Roller		$50,000				$50,000	Negligible
PW	Thermoplastic Pre-Melting Kettle		$47,690				$47,690	Negligible
PW	Skid-steer Loader			$60,000			$60,000	Negligible

		FY19	FY20	FY21	FY22	FY23	Total	Impact On Operations
PW	Stump Grinder			$64,920			$64,920	Negligible
PW	Street Sweeper					$250,000	$250,000	Positive
PW	Elevator Improvements			$85,000	$100,000		$185,000	Negligible
PW	Parking Garage Repairs			$200,000			$200,000	Negligible
PW	Pedestrian Crossing Dir.	$30,000	$30,000				$60,000	Negligible
PW	Traffic Signal Replacements	$75,000	$95,000				$170,000	Negligible
PW	Mill & Overlay	$275,000	$275,000	$275,000	$275,000	$300,000	$1,400,000	Positive
PW	E. Lockwood Mill and Overlay	$290,000					$290,000	Negligible
PW	Service Center Enclosure	$25,000	$175,000				$200,000	Positive
PW	Big Bend Blvd. Crossroads	$13,277		$60,504			$73,781	Negligible
PW	Big Bend Blvd. Sidewalk Project		$61,933				$61,933	Negligible
	Public Works Subtotal	**$976,277**	**$973,793**	**$1,134,834**	**$774,320**	**$980,750**	**$4,839,974**	
P & R	Aquatic Filter Elements			$41,500	$115,000		$156,500	Slight
P & R	Aquatic Center Hot Water Heater				$30,000		$30,000	Slight
P & R	Aquatic-Lights	$45,000					$45,000	Negligible
P & R	Aquatic Center Play Features		$151,000			$100,000	$251,000	Slight
P & R	Aquatic-Pool Plaster					$175,000	$175,000	Negligible
P & R	Aquatic-Pumps & Motors					$70,000	$70,000	Negligible
P & R	Facility-Cabinets and Appliances		$50,000				$50,000	Negligible
P & R	Facility-Flooring	$50,160		$50,000	$15,000		$115,160	Negligible
P & R	Facility-HVAC			$230,000			$230,000	Negligible
P & R	Facility- Lights, Parking Lot		$300,000				$300,000	Negligible
P & R	Facility-Security System	$145,000					$145,000	Negligible
P & R	Fitness-Circuit and Cardio Equip.	$80,000		$160,000			$240,000	Negligible
P & R	Fitness-Studio	$4,600		$50,000			$54,600	Negligible
P & R	Gymnasium Floor Refinish				$25,000		$25,000	Negligible
P & R	Ice Rink-Hot Water Storage			$30,000			$30,000	Negligible
P & R	Ice Rink-Resurfacer				$135,000		$135,000	Negligible
P & R	Parks-Pick-up Trucks		$39,500	$34,000		$60,000	$133,500	Negligible
P & R	Parks-Compact Utility Loader		$32,000				$32,000	Negligible
P & R	Parks-Skid-Steer Loader		$45,000				$45,000	Negligible
P & R	Parks-Ball Field Groomer				$26,000		$26,000	Positive
P & R	Parks-Utility Carts				$33,000		$33,000	Positive
P & R	Tennis Court repair-Memorial Park	$275,000					$275,000	Positive
P & R	Tennis Court Repair-Ivory/Larson				$42,000		$42,000	Positive
	Parks & Recreation Subtotal	$599,760	$617,500	$595,500	$421,000	$405,000	$2,638,760	
		$1,982,037	**$2,051,293**	**$2,004,334**	**$1,720,220**	**$1,556,750**	**$9,314,634**	

		FY19	FY20	FY21	FY22	FY23	Total	Impact On Operations
Park Improvement Fund								
P & R	Tennis Court repair-Memorial Park	$120,000					$120,000	Negligible
P & R	Memorial Park Restoration				$60,000		$60,000	Negligible
P & R	Tennis Court Repair-Ivory/Larson					$100,000	$100,000	Negligible
P & R	McKee Park Improvements				$60,000		$60,000	Negligible
P & R	Memorial Park Restoration		$120,000					Positive
P & R	Blackburn Trail & Playground		$144,000	$150,000			$294,000	Negligible
		$0	**$264,000**	**$150,000**	**$60,000**	**$100,000**	**$574,000**	
Storm Water								
PW	Storm Water Improvement	$550,000	$80,000	$125,000	$200,000	$90,000	$1,045,000	Positive
		$550,000	**$80,000**	**$125,000**	**$200,000**	**$90,000**	**$1,045,000**	
Grants & Donations								
PW	Marshall Avenue Improvements	$435,530					$435,530	Negligible
PW	Big Bend Blvd. Crossroads	$20,000		$242,015			$262,015	Negligible
PW	Big Bend Blvd. Sidewalk Project		$247,730				$247,730	Negligible
P & R	Fitness-Studio/Meeting Room	$6,400		$475,000			$481,400	Negligible
P & R	Tennis Court Repair-Mem. Park	$475,000					$475,000	Negligible
		$936,930	**$247,730**	**$717,015**	**$0**	**$0**	**$1,901,675**	
Total Projects		**$3,914,847**	**$3,333,343**	**$3,595,789**	**$2,576,420**	**$2,458,420**	**$15,878,819**	

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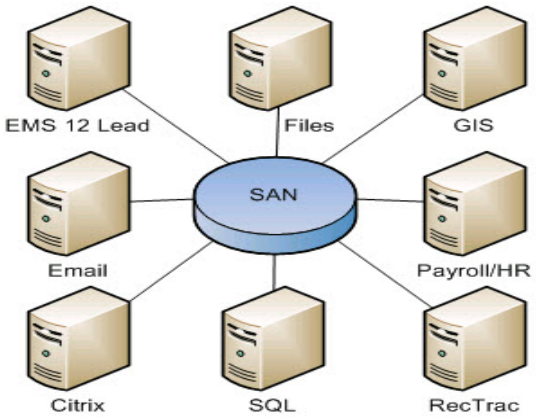
Project: Storage Area Network	Fund: Capital Improvement Sales Tax
Department: General Government	Program: General Govt. Capital Improvement

Description

Replacement of the current Storage Area Network which contains all of the City's electronic data. The Storage Area Network is host to 35 servers including payroll, email, databases and file storage.

Justification

This system is the key component to the City's storage architecture. The current Storage Area Network (SAN) will be considered an 'End of Life' product by the manufacturer as of August 2018. Maintenance and upgrades will no longer be available. Storage projections indicate the SAN will have reached capacity for storage. The SAN replacement will increase the amount of available storage to meet the City's needs for several years. It will be eligible for manufacturer maintenance for the next seven years.



Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$115,000	$0	$0	$0	$0	$ 115,000
TOTAL	$ 115,000	$0	$0	$0	$0	$ 115,000

Project: Network Switch Replacements	Fund: Capital Improvement Sales Tax
Department: General Government	Program: General Govt. Capital Improvement

Description

Replacement of the city-wide network switches.

Justification

The City's current networking infrastructure equipment will reach manufacturers end of life October 2021. At that time the City will need to replace the existing equipment. The new equipment will take advantage of the City's fiber optic network and operate at speeds higher than currently available.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$65,000	$0	$0	$ 65,000
TOTAL	$0	$0	$ 65,000	$0	$0	$ 65,000

Project: Telephone System Upgrade	Fund: Capital Improvement Sales Tax
Department: General Government	Program: General Govt. Capital Improvement

Description

Replacement of the city-wide phone system including desktop phones.

Justification

The City's current phone system extended maintenance contract will come to an end April 2022. Before that time the City will need to move to a new phone system. The new phone system will take advantage of the City's fiber based internet connection and eliminate monthly charges for legacy phone lines. The initial purchase of the system will include replacing the nineteen year old desktop phones which are no longer manufactured. Replacement of the current phones is becoming more difficult as the supply of refurbished units diminishes. The current desktop phones will be replaced with digital phones that are easier to manage, upgrade, and replace.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$104,900	$0	$ 104,900
TOTAL	$0	$0	$0	$ 104,900	$0	$ 104,900

Project: Body Cameras	Fund: Capital Improvement Sales Tax
Department: Public Safety	Program: Police Capital Improvement

Description

Purchase of 37 Vu HD Body Cameras with three station docks, station dock software, network server license and storage server. Approximately $39,000 of the initial cost is for video storage requirements (new/upgraded server, Station Docks and Software).

Justification

The presence of video evidence enhances the ability to obtain convictions and increases the number of guilty pleas prior to going to trial. In any litigation, civil or criminal, a hurdle is overcoming the “he said, she said” dilemma. If the police officer and department have a complete video showing the circumstances leading up to incidents such as use of force, there are no disputes as to material facts. It is anticipated that body worn cameras will become standard wear either through legislation or to meet community expectations for providing transparency and observation of officer performance and behavior.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$76,000	$0	$0	$0	$0	$76,000
TOTAL	$76,000	$0	$0	$0	$0	$76,000

Project: Police Vehicles	Fund: Capital Improvement Sales Tax
Department: Public Safety	Program: Police Capital Improvement

Description

The department plans on purchasing four marked police vehicles.

Justification

The department currently maintains a fleet of 21 vehicles. We are proposing an increase to 23 vehicles. This will allow a marked vehicle to be assigned to each School Resource Officer and provide a visible police presence at the High School and Hixson Middle School during the school day and at school events. To maintain a safe and desirable work environment for officers, it is necessary to replace at least three patrol and detective vehicles annually. Each has near 100,000 miles. Administrative, detective, and specialized vehicles have a longer life and are replaced as needed.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$108,000	$94,000	$94,000	$83,000	$94,000	$473,000
TOTAL	$108,000	$94,000	$94,000	$83,000	$94,000	$473,000

Project:	Fund:
Evidence Tracking System	Capital Improvement Sales Tax
Department:	**Program:**
Public Safety	Police Capital Improvement

Description

PMI Evidence/Asset Digital Management Tracking System (Hardware/Software)

Justification

The department currently tracks evidence manually through paper logs and hard copies. This method is cumbersome and labor intensive - in the initial storage, mandatory annual auditing process and retrieval for court appearances. A digital barcode/scan system will reduce the potential for errors, streamline the storage and tracking process and provide a more reliable and defensible chain-of-custody for the hundreds of items requiring storage as evidence in criminal cases. The system will also be used in managing and tracking department assets. Approximately $15,000 of the cost is for new computer hardware and back-end user licenses to accomodate the software package.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$26,000	$0	$0	$0	$0	$ 26,000
TOTAL	$26,000	$0	$0	$0	$0	$ 26,000

Project: Interactive Firearms Training System (MILO)	Fund: Capital Improvement Sales Tax
Department: Public Safety	Program: Police Capital Improvement

Description

MILO IES is a scenario based interactive Use-of-Force judgment/simulation system.

Justification

The current system will be 15 years old. The vendor no longer offers support or warranty. The MILO System provides a means for Officers to engage in use of force scenarios while experiencing levels of stress similar to real world situations without risk of physical injury. Officers participate in various levels of interaction with role players from verbal compliance to weapon deployment. Any deviations from Department policy/procedure are discussed; related policy is displayed on screen for review by Instructors with Officers. This type of training is critical for operation in current policing environment.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$0	$65,000	$0	$0	$0	$65,000
TOTAL	$0	$65,000	$0	$0	$0	$65,000

Project:	Fund:
Portable Radios	Capital Improvement Sales Tax
Department:	**Program:**
Public Safety	**Police Capital Improvement**

Description

Motorola APX 6000 P25 Compliant Portable Radio

Justification

As a result of a 2014 St.L.Co. Bond Issue, all area Police Departments were supplied with portable radios compatible with a new St.L.Co. Microwave Radio Broadcast System. This was a one-time purchase to assist and ensure that all departments possessed equipment that was compatible with the new system. The Police Department is now responsible for maintaining a reliable stock of portable radios for each officer. The Department plans to begin an incremental replacement at a rate of 5 each year. This will allow each portable radio to be replaced at a minimum of 10 years. Dependent on reliability history, a purchase of more than 5 may be required during some years.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$20,000	$20,000	$20,000	$20,000	$ 80,000
TOTAL	$0	$20,000	$20,000	$20,000	$20,000	$ 80,000

Project: Command Vehicle	Capital Improvement Sales Tax
Department: Public Safety	Program: Fire Capital Improvement

Description

The Fire Department command vehicle is a 4 wheel drive utility vehicle used by the on-duty Battalion Chief. It is the daily staff vehicle as well as a mobile command center. The vehicle carries a variety of data and communication equipment to assist the incident commander with managing emergency incidents.

Justification

The current command vehicle is a 2007 model and replacement is based on its age and general condition. The role of the command vehicle is critical to the function of incident management and requires a reliable vehicle. This vehicle responds to over 500 emergency calls annually as well as daily operations such as inspections, training and other routine department business.

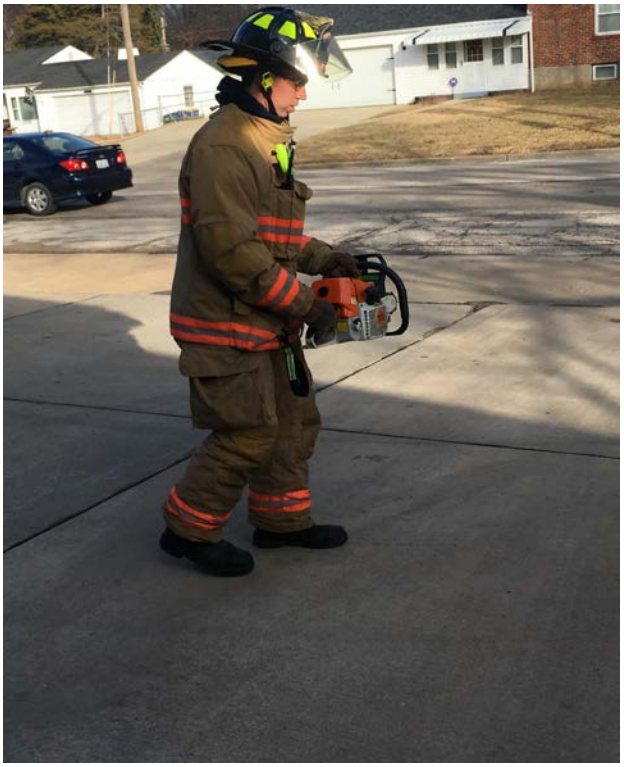
Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$56,000	$0	$0	$0	$0	$56,000
TOTAL	$56,000	$0	$0	$0	$0	$56,000

Project: Firefighter Structural Gear	Fund: Capital Improvement Sales Tax
Department: Public Safety	Program: Fire Capital Improvement

Description

Replace the oldest 25 percent of assigned firefighter structural firefighting protective clothing annually. This will allow the department to fall in line with current standards and best practices.



Justification

The firefighters structural gear is the first line of defense against physical and thermal injury at the emergency scene. When this gear becomes contaminated or damaged, it is imperative that there is spare gear that can be used while the gear is out of service for repair or cleaning. The National Fire Protection Agency standard 1851, maintains that structural firefighting gear be retired in no more than 10 years from the date of manufacture. By replacing 25 percent of the gear annually, when the program reaches maturity, every firefighter will have two sets of gear and none would be older than 8 years. This process would keep us inline with current industry consensus standards and best practices.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$25,000	$25,000	$25,000	$25,000	$ 25,000	$ 125,000
TOTAL	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 125,000

Project: Self Contained Breathing Apparatus	Capital Improvement Sales Tax
Department: Public Safety	**Program:** Fire Capital Improvement

Description

Self Contained Breathing Apparatus (SCBA) is a system that provides purified breathing air to fire personnel. The SCBA is a key piece of safety equipment that is an integral part of our respiratory protection plan. The SCBA ensures high quality breathing air for operations in hazardous and oxygen deficient atmospheres.

Justification

The new SCBA will replace existing equipment that was placed in service in 2010. Ten years of fire service use is the expected useful life of this equipment. Timely replacement of this equipment will avoid costly repairs and dangerous malfunctions. A new SCBA incorporates improved functional and safety features that benefit the user.The request to purchase new SCBAs is guided by our commitment to provide personnel with reliable equipment that incorporates up-to-date safety features.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$256,000	$0	$0	$0	$256,000
TOTAL	$0	$256,000	$0	$0	$0	$256,000

Project: Extrication Rescue System	Fund: Capital Improvement Sales Tax
Department: Public Safety	Program: Fire Capital Improvement

Description

The extrication rescue system, "Jaws of Life" consists of a portable power unit and a number of hydraulic operated rescue tools that are designed to cut, spread and force open crushed vehicles to gain access to trapped victims.

Justification

The extrication rescue system is a key piece of equipment for dealing with vehicle accidents. The fire department is requesting to replace two (2) sets of rescue tools that were purchased in 1999 and 2009. The new rescue tools will be placed on the pumper and ladder truck with the 2009 unit being placed on the reserve pumper. With identical rescue tools on each truck, tools can be interchanged as needed and operating, training and maintenance procedures will be identical. This is a planned replacement.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$70,000	$0	$0	$70,000
TOTAL	$0	$0	$70,000	$0	$0	$70,000

Project:	Fund:
Fire Department Staff Vehicle	Capital Improvement Sales Tax
Department:	**Program:**
Public Safety	Fire Capital Improvement

Description

This vehicle is a passenger vehicle assigned to the Assistant Fire Chief and used for routine administrative duties as well as emergency response and command functions.

Justification

This vehicle is replaced on an as-needed basis. The current 2015 vehicle will have approximately 100,000 miles at the time of replacement.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$32,000	$0	$32,000
TOTAL	$0	$0	$0	$32,000	$0	$32,000

Project: Fire Department Ambulance	Fund: Capital Improvement Sales Tax
Department: Public Safety	Program Fire Capital Improvement

Description

The ambulance is a mobile advanced life support vehicle with patient transportation capabilities. It is also used for emergency scene rehabilitation and support of fire ground operations.

Justification

In FY 22, the current ambulance will be 6 years old and have over 110,000 miles. It will be at the end of its expected service life as a front line unit, however it will serve as a reserve ambulance. The ambulance is critical to fulfilling our mission of providing emergency care in the community. In a typical year the ambulance responds to over 1500 medical calls and transports over 1000 patients to area hospitals.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$260,000	$0	$260,000
TOTAL	$0	$0	$0	$260,000	$0	$260,000

Project:	Fund:
Fire Chief Vehicle	Capital Improvement Sales Tax
Department:	**Program:**
Public Safety	Fire Capital Improvement

Description

This vehicle is a passenger vehicle assigned to the Fire Chief and used for routine administrative duties as well as emergency response and command functions

Justification

This vehicle is replaced on an as needed basis. The current 2017 (purchased in Dec. 2016) vehicle will have approximately 100,000 miles at the time of replacement.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$0	$ 32,000	$ 32,000
TOTAL	$0	$0	$0	$0	$ 32,000	$ 32,000

Project: Aquatic-Filter Elements and Covers	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks and Rec Capital Improvement

Description

Replacement of the filter elements and covers at the Aquatic Center. There are 192 filter elements divided over twelve baffles. Each element is enclosed in a fabric cover. Filter powder coats the covers and the pool water is cleaned by circulating through the elements. In FY22 a secondary UV filtration system is proposed. This UV filter kills waterborne pathogens (such as Cryptosporidium) instantly using high intensity ultraviolet light.

Justification

Compliance with St. Louis County Health standards for water quality is directly correlated to the condition of the filter system. The covers begin to tear at the six or seven year mark. Eventually there are too many tears and holes for the water to be properly filtered. The filter elements become very brittle from the chemicals and begin to break into pieces. Replacement of the covers is $18,500 and the elements is $23,000. Installation of two UV filters is $115,000. This secondary filtration will provide for a much better water quality and provide a quality method of reducing Cryptosporidium which is not effectively treated with standard chlorinated water.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$41,500	$115,000	$0	$ 156,500
TOTAL	$0	$0	$41,500	$115,000	$0	$ 156,500

Project: Aquatic Center Hot Water Heater	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks and Rec Capital Improvement

Description

Replacement of hot water heater, boiler and pump that service the Aquatic Center

Justification

The Aquatic Center hot water heater, boiler and pump service the locker rooms seasonally. They will be 27 years old in 2021, which is beyond its useful life. Some units are already rusting through.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$30,000	$0	$ 30,000
TOTAL	$0	$0	$0	$30,000	$0	$ 30,000

Project: Aquatic Lights	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks & Recreation Capital Improvement

Description

Replacement of the pool deck lights and poles at the Aquatic Center with a more efficient LED bulb/fixture.

Justification

The lights were installed in 1995, making them 24 years old in FY19. More efficient fixtures will be installed and the poles will be checked for structural integrity. A substantial energy savings is anticipated.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$45,000	$0	$0	$0	$0	$45,000
TOTAL	$45,000	$0	$0	$0	$0	$45,000

Project: Aquatic-Play Features	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks & Recreation Capital Improvement

Description

Upgrade and replacement of Aquatic Center Play Features continues in FY20 and we will replace all of the remaining spray ground features. In 2015 two other pieces on the spray ground were replaced at a cost of $33,851. In FY23 the family otter slide will need to be replaced.

Justification

In FY20 the original spray ground features will be 17 years old. We will replace the lemon drops, whale, snake, pelican and 3 sprayers. We will replace with a Discovery Stream, 3 new sprayers and possibly one additional piece. The top picture shows the Discovery Stream. The otter slide (bottom picture) was installed in 1999. It is anticipated this will be the last aquatic play feature needed before a total renovation of the entire aquatic facility.

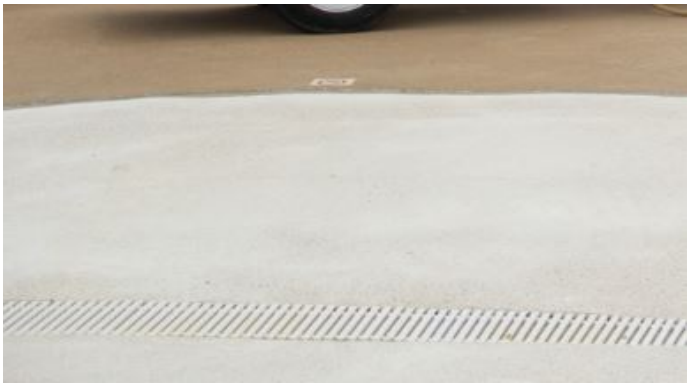
Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$151,000	$0	$0	$100,000	$251,000
TOTAL	$0	$151,000	$0	$0	$100,000	$251,000

Project: Aquatic - Pool Plaster	Fund: Capital Improvement
Department: Parks and Recreation	Program: Parks & Rec Capital Improvement

Description

Apply Diamond Brite and Pebble Tec to the leisure and toddler pools. Pebble Tec is a mixture of cements and small, smooth stones that top coat the pool surface. This Pebble Tec surface at the entrance to both the toddler and leisure pools acts as a protective surface to our pool shell. Pebble Tec also allows for sun bathers and children to wade in the shallows. Diamond Brite is a cement based flooring material with bits of quartz that covers all areas in the leisure and toddler pools that are not covered in Pebble Tec or tile. It protects the infrastructure of our pool and is comfortable to walk on.



Justification

The last time that Diamond Brite and Pebble Tec were replaced were in 2016 and 2014 respectively. The useful life for Diamond Brite is 6-7 years; Pebble Tec is ground down periodically to keep from getting sharp edges, but then needs to be replaced. Both generally have only five year warranties.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$0	$ 175,000	$ 175,000
TOTAL	$0	$0	$0	$0	$ 175,000	$ 175,000

Project: Aquatic Center Pumps and Motors	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks and Rec Capital Improvement

Description

There are nine pumps and motors and one blower at the aquatic center which operates the filtration system for all three pools, the spray pad, and all the aquatic attractions. They will be approaching the end of their useful life in FY 24.

Justification

Compliance with St Louis County Health standards for water quality is dependent on effective pumps and motors for sufficient water circulation. All the feature attractions at the pool, such as slides, river channel, SCS play features, are dependent on working pumps and motors.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$0	$ 70,000	$ 70,000
TOTAL	$0	$0	$0	$0	$ 70,000	$ 70,000

Project: Facility-Cabinets and Appliances	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks & Recreation Capital Improvement

Description

Replacement of meeting room and kitchen cabinets, counter tops and appliances. Replacement of cabinets and countertops at ice rink guest services desk.

Justification

The cabinets in the Scout meeting rooms and kitchen are original, installed in the renovation of 2007. They are already showing signs of wear, broken hinges and stripped out hardware. In 2020, they'll be 13 years old and will need to be replaced. The appearance of these cabinets helps determine how much rental revenue we can bring in from these rooms. In addition appliances in the kitchen will need to be updated, including: fridge/freezer, dishwasher, range/oven, hood and microwave. The cabinets and countertops at the ice rink guest services desk are original construction from 1994. They will be 26 years old and are past their useful life.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$0	$50,000	$0	$0	$0	$50,000
TOTAL	$0	$50,000	$0	$0	$0	$50,000

Project: Facility-Flooring	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks & Recreation Capital Improvement

Description

This project would replace the carpeting in the fitness center in all areas except under the weights where the rubber flooring was replaced in 2015, as well as the flooring in the Scout rooms in FY19. The ice rink rubber flooring in the lobby, restrooms, locker rooms, and alley way will be replaced in FY21 and carpeting in the meeting rooms FY22 (carpeting in meeting rooms was last replaced in 2015.)

Justification

The carpeting in the fitness center will be 12 years old in 2019 and beyond its useful life. This project will be done in cooperation with installation of new strength equipment to minimize downtime for our users. Carpeting is estimated at $5.50 per square foot. The Scout Room flooring is a cushioned synthetic flooring and is estimated at $12 per square foot. It will also be 12 years old in 2019. The rink rubber flooring will be 14 years old in 2021. The carpet in the meeting room will be 8 years old in FY22. This carpet gets a lot of wear and tear from moving tables and chairs and spills. It needs to be replaced at a faster pace than the fitness room carpet.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$50,160	$0	$50,000	$15,000	$0	$115,160
TOTAL	$50,160	$0	$50,000	$15,000	$0	$115,160

Project: Facility-HVAC	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks & Recreation Capital Improvement

Description

Replacement of four HVAC rooftop units that service the Fitness Center and Gymnasium, and a large unit that services the meeting rooms and rink offices in 2021. Replacement of exhaust/heat for rink locker rooms. Energy-efficiency will be the driver.

Useful life is 15 years for the commercial grade rooftop units. Six of the thirteen units, including these five, were replaced or added in the 2007 complex renovation and one was replaced by insurance in 2015 when it caught fire. In 2021, the five units identified for replacement will be at the 14-year mark, which is at or near the end of their expected useful life. (Large unit is $50,000.) The units that service the rink locker rooms, restrooms, party rooms, pool filtration room, ice rink mechanical room and Zamboni room (exhaust and heat) will be well beyond their useful life as well.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$0	$0	$230,000	$0	$0	$ 230,000
TOTAL	$0	$0	$230,000	$0	$0	$ 230,000

Project: Facility-Parking Lot and Lights	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks and Rec Capital Improvement

Description

In FY 19 Parking Lot Lights along Ambrose Way and into the Recreation Complex parking lot are recommended to be replaced. Also it will be time to replace the asphalt parking lot. This includes at minimum total reconstruction of driving lanes, crack sealant be applied to the parking lanes, and seal coating of entire surface.

Justification

The lights in the parking lot and along Ambrose Way were installed in 1995 and are not energy-efficient. They will be replaced with LED lights which should significantly reduce our energy usage. The parking lot will require a major renovation in FY20, when it will be 26 years old. It has undergone many exercises of patching and sealing every 3-5 years. Both of these items would fall under the 40 Acres Master Plan.

Project Costs and Funding Source FY20 Lights $100,000, Parking Lot $200,000

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$0	$300,000	$0	$0	$0	$300,000
TOTAL	$0	$300,000	$0	$0	$0	$300,000

Project: Facility-Security System	Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks & Recreation Capital Improvement

Description

In FY19 the fire and security alarm panel (pictured at right) plus all the sprinkler heads and piping will be past its usable service life. In addition parking lot surveillance cameras and an upgrade IP based CCTV system should be installed while we also have the parking lot torn up for replacement.

Justification

The current fire and security alarm system was installed when the Recreation Complex was built in 1994 and will be 25 years old in 2019. The system has had its issues with smoke detectors in the ice arena over the years and most recently the dry piping system malfunctioned and needed significant repairs. This upgrade would replace the rink smoke detectors with heat detectors, so that fog isn't mistaken for smoke from fire. It relocates both the dry and wet fire suppression system piping away from the highly corrosive environment located in the pool filtration room. We would also install cameras, wiring and upgrade our CCTV to an IP based system to provide video surveillance of the parking lot, in conjunction with the parking lot being replaced.

Project Costs and Funding Source $85,000 for alarm panel and fire suppression, $60,000 parking lot cameras

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$145,000	$0	$0	$0	$0	$145,000
TOTAL	$145,000	$0	$0	$0	$0	$145,000

Project: Fitness-Circuit & Cardio Equipment	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks and Recreation Capital Improvement

Description

Circuit equipment, budgeted in FY19 include a thirteen station weight training circuit for the Fitness Center. Machines included are Leg Press, Leg Extensions, Seated Leg Curl, Inner/Outer Thigh, Glute Press, Mid-Row Pull, Pec Fly, Shoulder Press, Chest Press, Tricep Extension, Bicep Curl, Abdominal Crunch, and Lower Back Extension. FY21 is the next 3-year replacement cycle for the cardio equipment.

Justification

In 2019, at 12 years old, this equipment will be at the end of its useful life. We will also be replacing the carpet in FY19 at the same time as the circuit equipment. Cardio equipment such as bikes, ellipticals, and tread mills are generally replaced every 3 years to minimize repair cost and provide the best user experience. Circuit equipment has a useful life expectancy of 8-12 years.

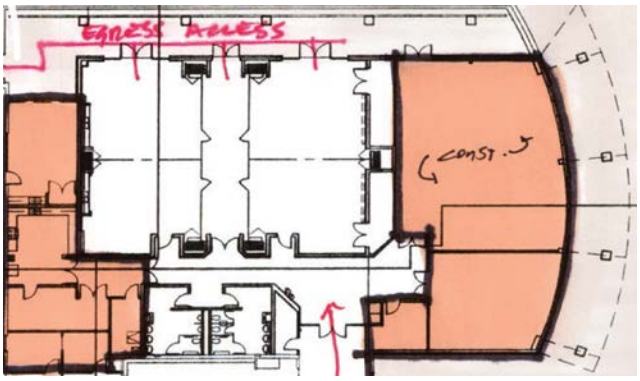
Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$80,000	$0	$160,000	$0	$0	$240,000
TOTAL	$80,000	$0	$160,000	$0	$0	$240,000

Project: Fitness-Studio/Meeting Room	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks & Rec Capital Improvement

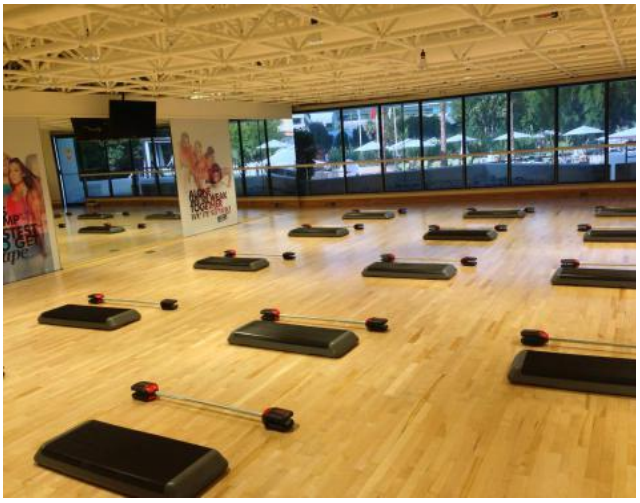
Description

A group exercise room was part of the original design of the Recreation Complex and is indicated in orange in the schematic at right. It was to be located to the right of the main entry stairs to the Recreation Center on the north east corner of the building. It was sized at 1700 sq. ft. to accommodate exercise groups of up to 25 people.



Justification

There is a high demand for evening and weekend space at the Recreation Complex, with competing user groups, rentals, recreation and fitness programs. The addition of a Group Exercise room will allow us to have more participants in our programs, thereby increasing revenue. This will free up the meeting rooms for more rentals, ultimately resulting in greater revenue generation. In FY20 we will utilize a Municipal Park Planning Grant to start the design of this area. Full design and construction would then utilize a Municipal Park Construction Grant in FY21.



Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$4,600	$0	$50,000	$0	$0	$54,600
Muni Park Grant	$6,400	$0	$475,000	$0	$0	$481,400
TOTAL	$11,000	$0	$525,000	$0	$0	$536,000

Project: Gymnasium Floor Refinish	Fund: Capital Improvement Tax Fund
Department: Parks and Recreation	Program: Parks & Rec Capital Improvement

Description

Strip, sand, refinish, re-line and seal the gymnasium floor.

Justification

Every 8-12 years, after many layers of refinishing, the gymnasium floor needs to be stripped down to the wood and refinished. The process includes stripping, sanding, refinishing and lining (basketball, volleyball, Pickleball, logo), and application of two coats of sealant. The last time this procedure was completed was in 2009, so in 2021, it will be at the 13-year mark. (Top photo shows current condition; bottom was newly-refinished floor in 2009.)

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$ 25,000	$0	$ 25,000
TOTAL	$0	$0	$0	$ 25,000	$0	$ 25,000

Project: Ice-Hot Water Storage Tank	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks & Rec Capital Improvement

Description

Replacement of ice rink hot water storage tank. The hot water storage tank at the rink is a 750 gallon tank that stores hot water for all the ice rink needs, including ice resurfacings, team showers, rest room and concession demands.

Justification

The tank is the original unit and was installed in 1994. There is no sign of any leakage but the life expectancy is about 25 - 30 years. The boilers that fill these tanks were replaced in 2016 at a cost of $33,000.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$0	$0	$30,000	$0	$0	$ 30,000
TOTAL	$0	$0	$30,000	$0	$0	$ 30,000

Project: Ice Resurfacer	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks & Recreation Capital Improvement

Description

The resurfacing machine shaves the ice, collects and stores the snow shavings to be dumped off the ice and lays down a new layer of water to create a smooth sheet of ice. An electric model such as that proposed would runs on batteries and eliminate emissions concerns and reduce the cost of fuel.

Justification

A reliable ice resurfacer is essential to the daily operation of the ice arena. Customer satisfaction is dependent on having a clean sheet of ice, free of deep cuts, grooves and accumulated snow. Every rental and public skating session starts with a clean sheet of ice. The ice arena is open approximately 325 days per year and operates with 15 - 18 hour days. Our older Zamboni was purchased in 2005 and will be 17 years old in 2022. Our newer machine was purchased in 2013 and will be 9 years old in 2022. It would become the back up machine. We anticipate a $5000-$8000 trade in.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr. Sales Tax	$0	$0	$0	$135,000	$0	$135,000
TOTAL	$0	$0	$0	$130,000	$0	$135,000

Project: Parks Ball Field Groomer	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks & Rec Capital Improvement

Description

This item is a ball field groomer. It is used daily during the ball season to prep the infields for play. It is also used to distribute and spread materials pre and post season.

Justification

The current sandpro was purchased in 2008. At the time of replacement it will be 15 years old. At that point the unit will have logged many hours of service and with general wear and tear and increased maintenance, it will be time to replace the machine. The new unit may be equipped with a laser leveling system that would reduce the annual operating expenses we incur with having the field leveled by outside contractors.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$26,000	$0	$ 26,000
TOTAL	$0	$0	$0	$26,000	$0	$ 26,000

Project: Compact Utility Loader	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks & Recreation Capital Improvement

Description

This compact utility loader allows us to work with a compact machine that is highly maneuverable for quick completion of tasks. Its smaller size is powerful and at the same time lighter in weight so that it handles park jobs without damaging the turf. Its versatility and ease of use with the ride on platform provides an improved visibility to complete the job thoroughly and safely.

Justification

The current compact utility loader was purchased in 2009 and will be 11 years old at time of replacement. Scheduled replacement is based on a combination of age, hours used and general mechanical condition.

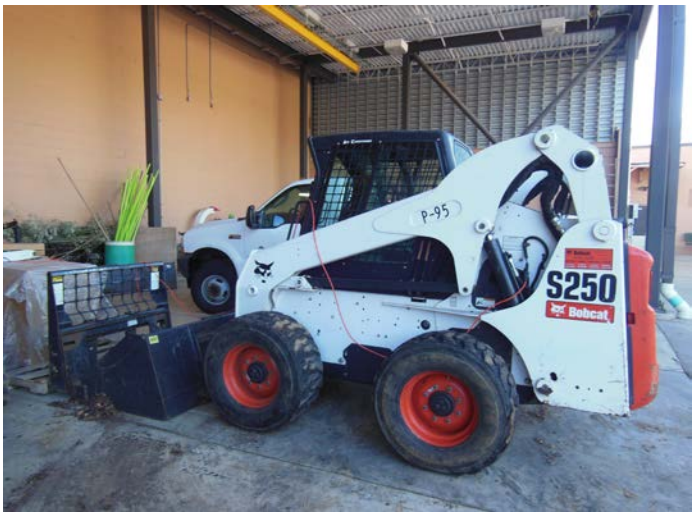
Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$0	$32,000	$0	$0	$0	$32,000
TOTAL	$0	$32,000	$0	$0	$0	$32,000

Project: Skid-Steer Loader	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks & Recreation Capital Improvement

Description

This loader is used to load and unload trailers and trucks with materials such as topsoil, sand, garden mix, compost, rock, etc. We also use it for off-loading trees shipped in by flat bed trucks, fertilizer pallets and shipments of picnic tables or trash cans. On site it is used routinely for removing debris from downed trees during storm events, removing honeysuckle and other invasive plant material, grading and hazard tree removals.



Justification

The current skid-steer loader was purchased in 2009 and will be 11 years old at time of replacement. Scheduled replacement is based on a combination of age, hours used and general mechanical condition.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$0	$45,000	$0	$0	$0	$45,000
TOTAL	$0	$45,000	$0	$0	$0	$45,000

Project: Utility Carts	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks and Rec Capital Improvement

Description

This is a utility cart with dump bed and AC outlet. It has a wide range of uses in the parks such as on and off road capabilities. It is used for daily park maintenance and for special events. It can tow and can be used in areas of the parks that cannot be accessed by a full sized truck.

Justification

The current utility truck at Blackburn (picture above right) was purchased in 2003 and will be 19 years old at the time of replacement. Scheduled replacement is based on a combination of age, hours, use and general mechanical condition.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$33,000	$0	$ 33,000
TOTAL	$0	$0	$0	$33,000	$0	$ 33,000

Project: Park Light Duty Trucks	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks and Recreation Capital Improvement

Description

These 1-ton trucks and 2-ton dump truck are used for park maintenance and horticulture activities. They transport equipment, supplies and materials. This truck will replace the lawn care truck and the need to purchase a new lawn care trailer. The efficient design of the vehicle's landscape bed will allow for easy hauling of other equipment as well. See trailer quote justification.

Justification

The truck being replaced in FY20 will replace both a truck and a trailer. The bottom picture shows this truck and its bed configuration. This 1-ton truck will be used by the mowing crew and will allow the mowers to be loaded directly onto the truck and eliminating the current mowing trailer. A 1-ton with flat bed will be purchased in FY21 and a 2-ton dumptruck will be purchased in FY23. All trucks being replaced will be 12 - 14 years old at the time of replacement. Scheduled replacement is based on a combination of age, mileage and general mechanical condition of these vehicles.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$0	$39,500	$34,000	$0	$60,000	$133,500
TOTAL	$0	$39,500	$34,000	$0	$60,000	$133,500

Project: Blackburn Trail and Playground	Fund: Park Improvement Sales Tax
Department: Parks & Recreation	Program: Park Improvement

Description

The walking trail located in Blackburn Park is heavily used by many park attendees. It provides a passage way to ball fields, pavilions, bird sanctuary, parking lots and bathrooms along with recreational walking. The playground serves 2-12 year old users in Blackburn. It is composed of two units, one serving 2-5 year olds and the other serving 5-12 year olds.

Justification

At 18 years old the 4,200 linear foot of asphalt pathway will need to be totally replaced. We propose to replace it with a concrete sidewalk that will have lower maintenance cost throughout the years. The playground unit was installed in 2002 and at time of replacement will be 19 years old which is in the range of recommended replacement guidelines. The safety surfacing should be replaced at this time as well.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Park Impr Sales Tax	$0	$144,000	$150,000	$0	$0	$294,000
TOTAL	$0	$144,000	$150,000	$0	$0	$294,000

Project: McKee Park Improvements	Fund: Park Improvement Sales Tax
Department: Parks & Recreation	Program: Park Improvement

Description

Improvements in this park will include replacing the playground, perimeter fence, safety surfacing, picnic table with concrete pad underneath, trash cans and signage. A retaining wall also needs to be installed in areas where grade is an issue.

Justification

This park has had no significant improvements in 20+ years. The fencing is in disrepair and the playground needs to be upgraded to meet current standards.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Park Impr Sales Tax	$0	$0	$0	$60,000	$0	$60,000
TOTAL	$0	$0	$0	$60,000	$0	$60,000

Project: Memorial Park Playground	Fund: Park Improvement Sales Tax
Department: Parks and Recreation	Program: Park Improvement

Description

The playground in Memorial Park functions as a secondary amenity within the park, but it does serve a valuable purpose. While this playground is not a destination by itself, it provides additional play value inside the park. It is most often used by siblings of those playing soccer, softball or baseball, or by children of parents playing tennis.

Justification

This playground was purchased in 1997. It was purchased by funds from Ameritech Cellular who had just begun utilizing one of the baseball field light poles as a cell phone tower. At 20 years old the playground needs to be replaced with a new structure that meets current standards. This item falls under the 40 Acres Master Plan.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Park Impr Sales Tax	$0	$0	$0	$60,000	$0	$60,000
TOTAL	$0	$0	$0	$60,000	$0	$60,000

Project: Memorial Park Restoration	Fund: Park Improvement Sales Tax
Department: Parks and Recreation	Program: Park Improvement

Description

Memorial Park Restoration includes the ball fields and playground replacement. In FY20, ball field renovations include removing and replacing the existing sod on the athletic fields, installing drainage, fixing irrigation issues, and performing a number of lawn maintenance items.

Justification

The athletic fields are the site for several events ranging from soccer, baseball, tag football, youth camps and in previoius years Community Days. Throughout the years and during these activities rain events have occurred compromising the field grade which in turns prevents it from draining properly. This project will be scheduled after the completion of the tennis court renovation, but will likely impact one of our sport seasons as sod needs to be laid ideally in the fall or potentially in the spring.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Park Impr Sales Tax	$0	$120,000	$0	$0	$0	$120,000
TOTAL	$0	$120,000	$0	$0	$0	$120,000

Project: Tennis Court Repair, Ivory/Larson	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks & Recreation Capital Improvement

Description

The outdoor courts at Ivory Crockett and Larson Parks require replacement surfaces. Ivory Crockett Park courts will need to be renovated in FY22 and Larson Park courts in FY23.

Justification

The basketball and tennis courts at Ivory Crockett and Larson Parks are open year-round, weather permitting, and are used extensively by both residents and various groups (schools, leagues, etc.). At Crockett Park, large cracks are forming in the basketball courts and the old surface is wearing off. These courts are able to be repaired by filling cracks and applying a 2 inch hot rolled asphalt and restriping courts. At Larson Park the tennis courts currently have a synthetic grass surface. The courts will either be reinstalled with post-tension concrete or a new synthetic grass surface depending on a survey of the users of these courts.

Project Costs and Funding Source

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$42,000	$0	$42,000
Park Impr Sales Tax	$0	$0	$0	$0	$100,000	$100,000
TOTAL	$0	$0	$0	$42,000	$100,000	$142,000

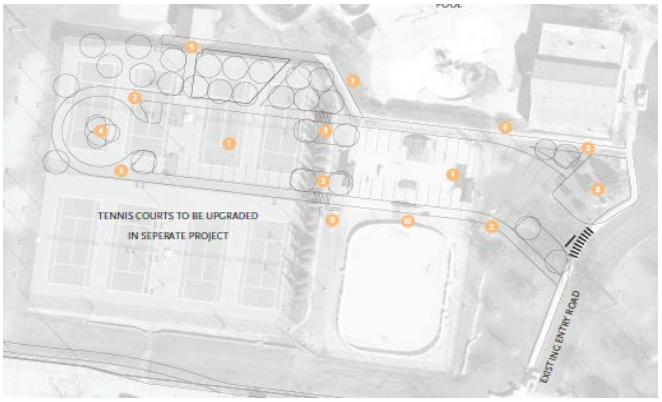
Project: Tennis Court Repair	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks & Recreation Capital Improvement

Description

The outdoor tennis courts at Memorial Park require a new surface in 2019. An upgrade to a post tension concrete system, which comes with a 25-year guarantee against substantial cracking is proposed for the four southern courts. The four northern courts and the skate park will be removed, and a new 55+ space parking lot will be installed in its place.

Justification

The tennis courts are open year-round, weather permitting, and are used extensively by both residents and various groups (schools, leagues, etc.,). A patch, repair and color coat was performed in 2009 for the Memorial Park Tennis Courts, following a complete overlay in 2003. We have passed the end of the 20-year useful life of asphalt and have met the recommended maximum number of overlays. We will replace four recreational use courts using post-tension concrete at a cost of $400,000. The parking lot cost is estimated at $450,000



Project Costs and Funding Source Memorial Park 4 courts $400,000, Parking Lot $450,000

Funding Source	FY19	FY20	FY21	FY22	FY23	TOTAL
Capital Impr Sales Tax	$275,000	$0	$0	$0	$0	$275,000
Muni Park Grant	$475,000	$0	$0	$0	$0	$475,000
Park Impr Sales Tax	$120,000	$0	$0	$0	$0	$120,000
	$0	$0	$0	$0	$0	$0
TOTAL	$870,000	$0	$0	$0	$0	$870,000

Project:	Fund:
Pickup Trucks - Fleet	Capital Improvement Sales Tax
Department:	**Program:**
Public Works	Public Works Capital Improvement

Description

The Street Division's pick-up trucks are used on a daily basis for movement of personnel, equipment and material to job sites. Most of the pick-up trucks are also equipped with snow plows and salt spreaders and pre-wet systems and are actively used in snow removal operations on dead-end streets and parking lots.

Justification

The Department's goal has been to replace existing pick-up trucks upon reaching ten years of age. The scheduled replacement is based on age, mileage and general condition of the vehicle that typically exhibit increased mechanical repairs. In FY19, two 2009 F-350 pickup trucks will be replaced.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$100,000	$0	$53,000	$51,000	$0	$204,000
TOTAL	$100,000	$0	$53,000	$51,000	$0	$204,000

Project: Passenger Fleet Vehicles	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

Fleet passenger vehicles are those used by either Public Works, Administration or Planning and Development Departments. Scheduled replacement is based on a combination of the age, mileage and general mechanical condition of the vehicle.

Typical Passenger Vehicle
2009 Ford Escape

Justification

The vehicles scheduled for replacement in the coming fiscal year and in the next four fiscal years will be at least 10 years old at the time of replacement and are expected to incur increased mechanical repairs and be past their useful service lives.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$49,000	$26,000	$25,750	$52,250	$153,000
TOTAL	$0	$49,000	$26,000	$25,750	$52,250	$153,000

Project: Utility Trucks	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

The Street Division's utility vehicles are used on a daily basis for movement of personnel, equipment and material to job sites.

S 051 - 2011 FORD F350 UTILITY TRUCK

Justification

The Department's goal has been to replace existing trucks upon reaching ten years of age. The scheduled replacement is based on age, mileage and general condition of the vehicle that typically exhibit increased mechanical repairs. The utility truck being replaced in FY 2021 is a 2011 Ford F350 utilized by the Street Division and the requested replacement is anticipated to be an F550. The current vehicle is being used to transport tools and equipment to project construction sites and will be sold at auction or used as a trade-in at the time of the new utility truck purchase.

PROPOSED UTILITY TRUCK REPLACEMENT

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$65,310	$0	$0	$65,310
TOTAL	$0	$0	$65,310	$0	$0	$65,310

Project: Dump Truck	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

The Street Division's dump trucks are used on a daily basis for movement of material such as street excavation materials, rock and earth for excavation back fills and restoration, trap rock for chip sealing operations and hot and cold asphalt mix for pavement patching. During the winter, of the eight dump trucks in the fleet, the department utilizes five single axle dump trucks for plowing and application of road salt during snow removal operations.

S-114 Single Axle Dump -Trade-in

2009 Sterling

Justification

The scheduled replacement is based on age, mileage, and general condition of the vehicle that typically exhibits increased mechanical repairs. The hydraulic system is typically at the end of its useful service life. The Department desires to replace one (1) 6 cubic yard capacity single axle dump truck scheduled for replacement in FY 20.

Proposed

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$130,170	$138,100	$150,000	$154,500	$572,770
TOTAL	$0	$130,170	$138,100	$150,000	$154,500	$572,770

Project: Front End Loader	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

The front loader is a crucial piece of equipment for loading materials such as rock, salt and topsoil into our dump trucks.

2007 John Deere Front Loader

Justification

The loader is a critical and basic piece of equipment used for loading materials into dump trucks. The department's loader transfers annual salt purchases into the salt dome for storage and removes and loads the salt into our snow fighting equipment during storm events. It is also utilized for storing rock and backfill materials into the service center bins. The piece of equipment scheduled for replacement in FY19 will be 12 years old upon replacement.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$168,000	$0	$0	$0	$0	$168,000
TOTAL	$168,000	$0	$0	$0	$0	$168,000

Project: Tractor/Loader/Backhoe	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

The backhoe is the most commonly used piece of equipment seen on a job site. It is used on all street excavations, replacements and major pavement repairs.

2008 Case Backhoe/Loader

Justification

The tractor/loader/backhoe is the most critical and basic piece of equipment used for street excavations including the removal and loading into dump trucks of broken pavement and excavated subgrade. Without the backhoe, street pavement replacement and repair of filled pavement areas cannot be readily performed. The department frequently utilizes two backhoes in the performance of our maintenance duties. This piece of equipment is the oldest of the two backhoes and will be 13 years old upon replacement.

Proposed Tractor Loader

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$107,000	$0	$0	$107,000
TOTAL	$0	$0	$107,000	$0	$0	$107,000

Project: Light Duty Dump Truck	Capital Improvement Sales Tax
Department: Public Works	**Program:** Public Works Capital Improvement

Description

The Department has two 1-1/2 ton dump trucks and are the most versatile dump trucks in the fleet. These dump trucks are utilized for small backfills and transporting forms and tools to work sites and are generally utilized every day by the department. These trucks are utilized during snow control on dead-end streets due to their manueverability.

Justification

The scheduled replacement is based on age, mileage, and general condition of the vehicle that typically exhibits increased mechanical repairs. The hydraulic system is typically at the end of it useful service life. The dump trucks identified are both 2012 Ford 1-1/2 ton dump trucks.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$172,570	$0	$172,570
TOTAL	$0	$0	$0	$172,570	$0	$172,570

Project: Aerial Boom Truck	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

This ten year old aerial boom truck is utilized to trim and remove trees from the public right-of-way and city parks. It is also utilized for banner removal and replacement, and street light and traffic signal repairs.

Justification

The Street Division's aerial boom (tree) truck is used on a daily basis. Typically after ten years of service, the structural components, bushings and hydraulics of this type of equipment begin to exhibit fatigue and deterioration. Failure of any of these components with a man in the bucket would be catastrophic. The current aerial truck has reached its useful service life and requires replacement.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$0	$224,000	$224,000
TOTAL	$0	$0	$0	$0	$224,000	$224,000

Project: One Ton Roller	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

Replacement of the 1999 Wacker model one ton roller that is used to compact the finished layer of asphalt repairs and overlays on the asphalt streets within the City.

Justification

The Department of Public Works repairs a multitude of excavations within the asphalt street network each year due to utility and plumber cuts, for example. Due to our absence of heavy use, where service life is generally 10 to 12 years, our current one ton roller, will be 21 years old at the time of replacement.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$50,000	$0	$0	$0	$50,000
TOTAL	$0	$50,000	$0	$0	$0	$50,000

Project: Motorized Centerline Striper	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

Replacement of the 1991 model motorized centerline striper that is used to paint yellow centerlines and white lane lines on concrete streets within the City.

Justification

The Department of Public Works repaints faded centerlines and lane lines with a motorized striper for traffic safety purposes. The current centerline striper, although still operational, has outlived its normal useful service life and will be 29 years old at time of replacement.

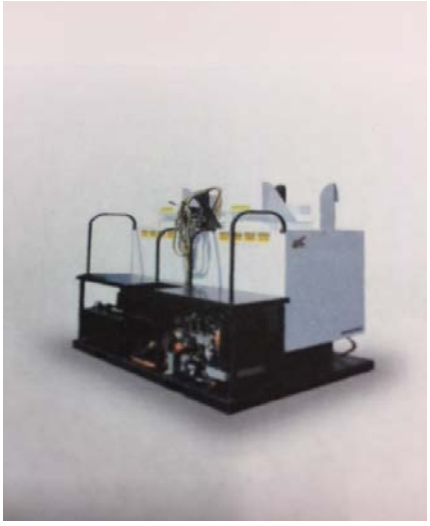
Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$60,000	$0	$0	$0	$60,000
TOTAL	$0	$60,000	$0	$0	$0	$60,000

Project: Thermoplastic Pre-Melting Kettle	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

Thermoplastic pre-melter kettle set with diesel engine and heating has 2 separate kettles for white and yellow thermoplastic that each hold 1,500 lbs of material.



Justification

The Department of Public Works repaints faded thermoplastic centerlines and lane lines with a walk behind striper. The striper has to be filled with melted thermoplastic materials to apply to the road. Thermoplastic takes a while to melt before use and the current kettle that the department has can no longer keep up with the demand. The current kettle holds 300 lbs of material and is aging with the burners going out. This new pre-melting kettle will fit on the back of a flat bed truck or trailer and can be stored when not in use.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$47,690	$0	$0	$0	$47,690
						$0
TOTAL	$0	$47,690	$0	$0	$0	$47,690

Project: Skid-Steer Loader	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

The skid-steer loader (commonly known by the trade name "Bobcat") has become a mainstay piece of equipment for Public Works Departments and small excavation contractors. The skid-steer loader is an extremely versatile machine. In addition to its basic use for moving materials, with available attachments (some of which are owned by the Department and others rentable), the equipment can be used for pavement breaking, fork lift operations, vibratory compaction, trenching, pavement milling, pavement sawing, stump grinding, auguring, tilling and tree transplanting.

2009 Skid Steer

Justification

The Street Division's skid-steer loader is used daily in numerous operations including street and curb repair, sidewalk replacement and general movement of construction materials both at the Service Center and at construction jobsites. Due to its continuous use, the twelve year old skid-steer loader will have exceeded its expected service life and will be in need of replacement.

2009 Skid Steer

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$60,000	$0	$0	$60,000
TOTAL	$0	$0	$0	$0	$0	$60,000

Project: Stump Grinder	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

The Street Division utilizes a stump grinder to remove the remaining stump to below ground level following a tree removal within the right of way.

1997 Vermeer SC672A Stump Grinder

Justification

The department grinds an average of 57 tree stumps on an annual basis. It is anticipated that by the replacement year of FY 2021, the stump grinder will have exhausted its useful life. The existing stump grinder is a 1997 Vermeer SC672A and will be 24 years old at the time of replacement.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$64,920	$0	$0	$64,920
TOTAL	$0	$0	$64,920	$0	$0	$64,920

Project: Street Sweeper	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

The street sweeper is a crucial piece of equipment used for cleaning the streets to meet the DNR guidelines for storm water pollution prevention. The sweeper is also used to clean the streets after a traffic accident.

2011 Elgin Street Sweeper

Justification

The sweeper is a critical and basic piece of equipment used for cleaning the streets. The sweeper keeps the streets clean to meet the DNR policy for storm water pollution prevention. The piece of equipment is scheduled for replacement in FY23 and will be 12 years old upon replacement.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$0	$250,000	$250,000
						$0
TOTAL	$0	$0	$0	$0	$250,000	$250,000

Project: Traffic Signal Improvements	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

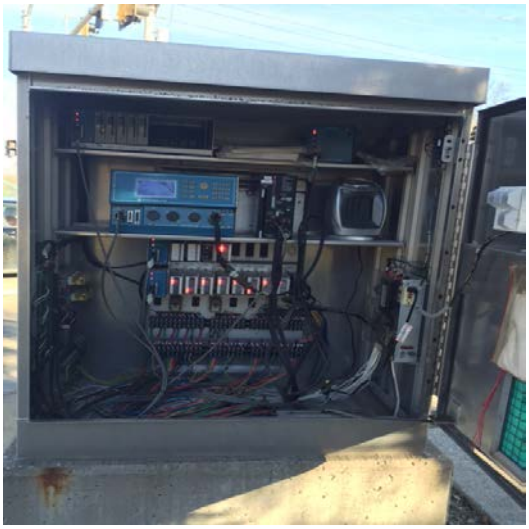
Description

The City has responsibility for seven signalized intersections including four locations that were installed between 1998 and 2002. The two crucial pieces of equipment that are contained in the cabinets at each location and responsible for the proper operation of the signals consist of a controller unit and a malfunction monitoring unit (MMU). Three of the four locations are equipped with video detection that will also need to be upgraded after twenty years of service. ADA also requires upgrading the existing pushbuttons with voice annunciating buttons at the time of these upgrades.

Justification

Proper operation of the traffic signals are essential for vehicular and pedestrian safety at the City's major intersections. The existing equipment will be at least 15 years old at the time of replacement. Common practice among government agencies has been to upgrade signal equipment between 15 and 20 years of use. The signals at Elm and Lockwood are scheduled for replacement in FY19.

Controller Units _Elm & Glendale



Pedestrian Push Button_Elm & Glendale

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$75,000	$95,000	$0	$0	$0	$170,000
TOTAL	$75,000	$95,000	$0	$0	$0	$170,000

Project: Pedestrian Traffic Control Devices	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Captial Improvement

Description

Pedestrian and vehicular traffic conflicts at midblock crossings near parks, schools and/or business districts are causing traffic concerns. New devices to draw attention of vehicular drivers to pedestrians crossing at these locations have become more affordable due to their solar control capability. Devices such as Rectangular Rapid Flashing Beacons (RRFB) that flash alternate yellow lights or a HAWK beacon (High-Intensity Activated crossWalK beacon) that is used to stop road traffic and allow pedestrians to cross safely is being recommended. The purpose of a HAWK beacon is to allow protected pedestrian crossings, stopping road traffic only as needed.

Rectangular Rapid Flashing Beacon (RFFB)

Justification

The department has determined that safety concerns are present at midblock locations on arterial or collector streets when bordered by parks, schools, churches and business districts. RRFB's are pedestrian activated and signal vehicular drivers that pedestrians are entering the crosswalk. With education of the public as to the purpose of these devices, safer crossing of school children and other pedestrians at these locations is anticipated based on research by the Federal Highway Administration.

High Intensity Activated Crosswalk (HAWK)

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$30,000	$30,000	$0	$0	$0	$60,000
TOTAL	$30,000	$30,000	$0	$0	$0	$60,000

Project: Elevator Improvements	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

In 2006, LONG Elevator & Machine Company stopped manufacturing all Elevator Controllers and Signalization Fixtures. Due to the limited availability of LONG Elevator control replacement boards, signalization fixtures and the outdated door operations, it is recommended for modernization of the Elevator Controller, Signalization Fixtures and Door Operators in order to achieve another 25 to 30 years of use for the elevator equipment. The elevator at City Hall is scheduled for FY21 with the Recreation Complex scheduled for FY22.

Elevator Control System

Justification

In October of 2015, KONE announced the "Retirement Process" of all LONG Elevator Control System Components. Components that are available will continue to be supplied to KONE maintenance customers with LONG Elevator Control Systems. Equipment downtime may be possible when repair only components are the cause of the shutdown. The products are obsolete and need to be replaced in order to keep the elevators in working condition.

Elevator Signalization

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$85,000	$100,000	$0	$185,000
TOTAL	$0	$0	$85,000	$100,000	$0	$185,000

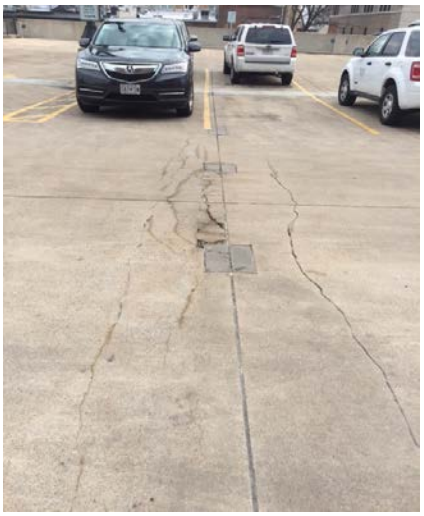
Project: Parking Garage Repairs	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

Repairs to the parking garage in the Old Webster Business District will include the removal of delaminated concrete deck locations to full slab thickness and to a sound perimeter. New concrete will be placed after cleaning of rust from the exposed rebar. After these repairs cure, a base coat of P-Tuff Classic Base Coat at 25 mil thickness will be applied with broadcast aggregate into the coating at a rate of 25 pounds per 100 square feet over the entire deck. A top coat will then be applied to seal the new base coat.

Justification

The sixteen year old Public Parking Garage in the Old Webster Business District is experiencing failure of the structural upper deckbeams "double tees". Previous attempts at patching were unsuccessful. In 2008, a consultant specializing in garage design and repair evaluated the condition and determined that a design error was causing stresses in the double tees that exceed their ability to adequately transfer the load through the double tee longitudinal joint connections. Addition of the supplementary beams and columns will mitigate the excessive stresses in the double tees. Expansion joints, perimiter cove joints and the deck pavement will be repaired and a urethane traffic coating system is recommended to completely seal the deck.



Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$0	$0	$200,000	$0	$0	$200,000
TOTAL	$0	$0	$200,000	$0	$0	$200,000

Project: E. Lockwood Mill and Overlay	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

Mill a nominal 2 inches of the existing asphalt pavement and place 2 inches of asphaltic concrete pavement on E. Lockwood Avenue from Elm Avenue to Big Bend Boulevard. Project includes removal and replacement of the non-conforming ADA ramps at the intersections and lane, crosswalk and stop bar striping.

Justification

Lockwood Avenue was improved in 1991 during the Operation Bootstrap Bond Issue and although the pavement surface has been routinely maintained, the surface has oxidized and oils have evaporated. A milling and resurfacing of the top layer of the asphalt pavement is required to ensure the remaining structure does not deteriorate such that a total reconstruction is needed. The Americans with Disabilities Act requires the updating of the ramps to meet current criteria when an overlay of the adjacent pavement is performed.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$290,000	$0	$0	$0	$0	$290,000
TOTAL	$290,000	$0	$0	$0	$0	$290,000

Project: Mill and Overlay Program	Capital Improvement Sales Tax
Department: Public Works	**Program:** Public Works Capital Improvement

Description

The majority of the asphalt paved street network was constructed between 1986 and 1994 during Operation Bootstrap. Over the years since the placement of the asphalt pavement, the oils in the pavement have oxidized and rendered the pavement brittle with resultant cracking. Although we have been meticulously sealing the pavement, the underlying asphalt is in need of removal and replacement. A program of approximately nine years is anticipated in order to address the street resurfacing needs.

Justification

Asphalt pavements are flexible surfaces that over a period of 15 to 20 years lose the ability to flex and develop cracks that allow water to infiltrate into the underlying subbase. Water that is trapped in the subbase freezes and thaws, causing the pavement to heave. Failure to repave the brittle surface course will ultimately result in alligator cracking, potholes and subbase failure requiring total reconstruction to correct the defect. The streets in this proposed program will be between 20 and 30 years before resurfacing would occur.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Street Improvement Tax	$414,300	$476,880	$476,880	$476,880	$476,880	$2,321,820
Capital Impr Sales Tax	$275,000	$275,000	$275,000	$275,000	$300,000	$1,400,000
TOTAL	$689,300	$751,880	$751,880	$751,880	$776,880	$3,721,820

Project: Service Center Enclosure	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

The Park Division's operations have grown exponentially. Most of the maintenance and prep work for operations is performed in-house in the small shop area. Maintaining the equipment in this crowded space is difficult. Painting, sanding, oil-changes, repairs, climate-sensitive material, tool storage and employees overwhelm the space. Frequently one bay is occupied at all times leaving very little flexibility to perform maintenance. In FY19, money would be spent for design of the enclosure with construction being slated for FY20.

Service Center Enclosure for Parks Division

Justification

The new space will allow more appropriate, safe and less hazardous conditions, in which to perform operations and maintenance as well as avoiding conflicting maintenance practices such as sanding/painting, and temporary plant storage/repair work. This enclosure will also allow proper storage of materials and certain equipment such as water pumps. It will allow more efficiency, extending the ability to perform horticultural operations in early spring/inclement weather and provide protection for plant deliveries subject to frost damage at critical planting times.

Service Center Enclosure for Parks Division

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Capital Impr Sales Tax	$25,000	$175,000	$0	$0	$0	$200,000
TOTAL	$25,000	$175,000	$0	$0	$0	$200,000

Project: Annual Chip Seal Program	Fund: Street Improvement Tax
Department: Public Works	Program: Street Improvement

Description

The chip seal process involves spraying a liquid emulsion on the surface of the asphalt pavement and placing a layer of trap rock immediately afterward. The new granular surface is sealed into the emulsion with two rubber tire rollers. Loose rock not sealed in the emulsion is removed within a few weeks. The Department has divided the City into six maintenance districts and seals the asphalt streets within one of the districts on a seven year cycle. Streets to be chip sealed in FY19 include S. Elm from Lockwood to Big Bend and Garden Ave. from Edgar to Frisco.

Justification

Sealing of asphalt pavement periodically is important in prolonging the life of the asphalt pavement. This maintenance procedure seals the cracks and rejuvenates the oxidized surface of the asphalt pavement, thereby preventing moisture intrusion into the subbase. Failure to maintain this program will ultimately result in base failure and deterioration of streets and will cause more costly future repairs.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Street Improvement Tax	$31,580	$213,440	$122,560	$119,320	$234,790	$721,690
TOTAL	$31,580	$213,440	$122,560	$119,320	$234,790	$721,690

Project: Storm Water Improvements	Fund: Storm Water Improvement Sales Tax
Department: Public Works	Program: Storm Water Improvement

Description

Projects for FY 2019 include the reconstruction of the culvert on Edgar Road at Chestnut Hill Lane, and the construction of four area inlets and 564 feet of 15", 18", and 21" reinforced concrete pipe (RCP) to alleviate frequent yard and garage flooding at 9445 Big Bend and yard flooding and erosion at 9435 and 9417 Big Bend.

Edgar Road Culvert

Justification

The City has many storm water problems that are negatively impacting property values and contributing to the deterioration of public infrastructure. This voter approved funding is intended to help alleviate identified and prioritized localized flooding and creek erosion problems that are not being addressed by MSD. The program includes funding for the design and construction of these storm water projects.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Storm Water Sales Tax	$550,000	$80,000	$125,000	$200,000	$90,000	$1,045,000
TOTAL	$550,000	$80,000	$125,000	$200,000	$90,000	$1,045,000

Project: Marshall Avenue Improvements	Fund: Street Improvement Tax
Department: Public Works	Program: Street Improvement

Description

Removal and replacement of the deteriorated pavement on Marshall Avenue between Bompart Avenue and Big Bend Boulevard. The project will incorporate a new sidewalk on Marshall Avenue between Big Bend Boulevard and Laclede Station Road where none currently exists and will incorporate "Bicycles May Use Full Lane" signage along the length of the project. Intersection ramps will be made to be ADA compliant as part of this improvement. This project will be partially funded through a federal grant from the Federal Surface Transportation Program should it be approved by East West Gateway Council of Governments.

Justification

Marshall Avenue is scheduled for improvements in 2019 due to the condition of the aged pavement since its construction in 1991. Application for funding through the Federal Grant Program was successful and will save the City approximately $435,530 due to receipt of the grant. The project includes a pedestrian component as a bonus with the addition of a sidewalk on this collector street between Big Bend Boulevard and Laclede Station Road.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Grant Fund	$435,530	$0	$0	$0	$0	$435,530
Street Improvement Tax	$118,880	$0	$0	$0	$0	$118,880
TOTAL	$554,410	$0	$0	$0	$0	$554,410

Project: Big Bend Blvd. Crossroads	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

Upgrade of the streetscape on the north and south side of Big Bend Boulevard between Elm Avenue and the Railroad Tracks. New concrete sidewalks, curbs, business driveway approaches and bump outs. Sidewalks and intersection ramps will be made to be ADA compliant as part of this improvement. The project will be done in conjunction with the St. Louis County Department of Highways and Traffic. The lane striping will be updated to match striping to the west on Big Bend. This project will be partially funded through a federal grant from the Federal Surface Transportation Program should it be approved by East West Gateway Council of Governments.

Justification

Big Bend Boulevard is under the maintenance of St. Louis County. The schedule for any improvements to the street or sidewalks is many years off. The Crossroads Business District would like to improve the walkability and safety of their district. The Business District has committed $20,000 of their fund balance towards the engineering of this project. Application for funding through the Federal Grant Program will save the City approximately $242,000 should the project be approved.

Project Costs and Funding Source

Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Grant Fund	$0	$0	$242,015	$0	$0	$242,015
Capital Impr Sales Tax	$13,277	$0	$60,504	$0	$0	$73,781
Crossroads Tax District	$20,000	$0	$0	$0	$0	$20,000
TOTAL	$33,277	$0	$302,519	$0	$0	$335,796

Project: Big Bend Blvd. Sidewalk Project Phase 1	**Fund:** Capital Improvement Sales Tax
Department: Public Works	**Program:** Public Works Capital Improvement

Description

Upgrade of the streetscape on the north side of Big Bend Boulevard between Oakwood Avenue and Dale Avenue. New concrete sidewalks, curbs, business driveway approaches and street lighting. Sidewalks and intersection ramps will be made to be ADA compliant as part of this improvement. This is a continuation of previously built sidewalk improvements in the Old Orchard Business District. This project will be partially funded through a federal grant from the Federal Surface Transportation Program should it be approved by East West Gateway Council of Governments.

Justification

Big Bend Boulevard is under the maintenance of St. Louis County. The schedule for their improvements is many years off. The Old Orchard Business District would like to continue the successful pedestrian scale improvements that were built between Lockwood Avenue and Oakwood Avenue. This was undertaken with a maintenance agreement with St. Louis County. Application for funding through the Federal Grant Program will save the City approximately $247,000.

Project Costs and Funding Source

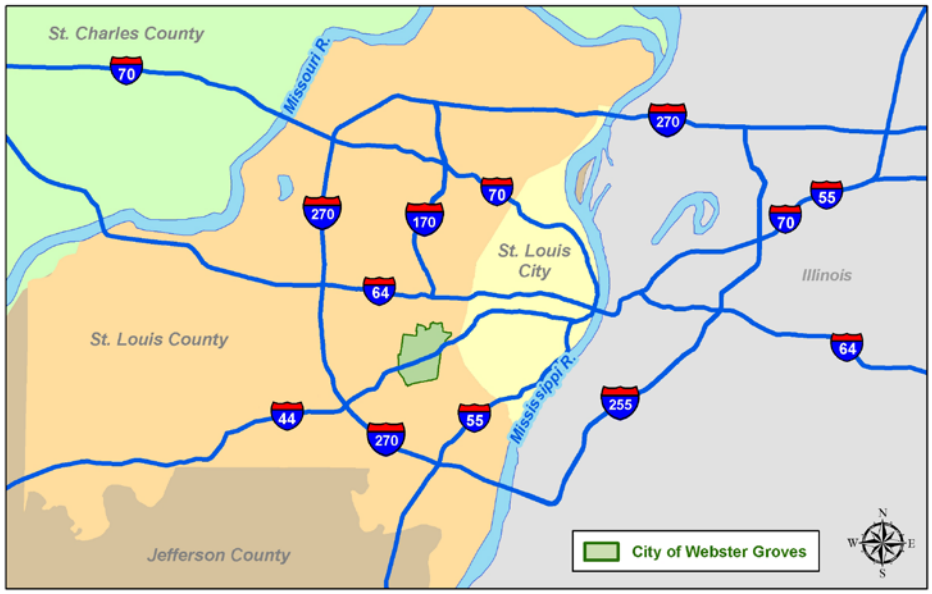
Funding Source	FY 19	FY 20	FY 21	FY 22	FY 23	TOTAL
Grant Fund	$0	$247,730	$0	$0	$0	$247,730
Capital Impr Sales Tax	$0	$61,933	$0	$0	$0	$61,933
TOTAL	$0	$309,663	$0	$0	$0	$309,663

A History of Our Community

Ten miles southwest of downtown St. Louis was an area known to Missouri, Osage and Dakota Indians and fur trappers, until 1802, as “Dry Ridge”. While the Louisiana Territory was changing from Spanish to French ownership, a system of land grants was inaugurated to promote immigration. During the early period of Spanish rule in the Louisiana Territory, officials gave land to settlers as a check against the English. As part of this program, in 1802, Gregorie Sarpy was granted 6,002 acres by Charles de Hautte Delassus, the last Spanish Lieutenant Governor. The land grant covered the major area now known as Webster Groves.

Webster Groves’ location on the Pacific Railroad line led to its development as a suburb. In the late 19th century, overcrowding, congestion, and unhealthy conditions in St. Louis prompted urban residents to leave the city for quieter, safer surroundings. In 1892, the developers of Webster Park, an affluent community which would soon become the City of Webster Groves, promoted the new community as the “Queen Of The Suburbs,” offering residents superb housing options in a country-like atmosphere, as well as a swift commute to downtown St. Louis jobs.

As a suburban municipality, Webster Groves has its origins as five separate communities along adjacent railroad lines. Webster, Old Orchard, Webster Park, Tuxedo Park, and Selma merged in 1896 in order to implement public services and develop a unified city government. Since that time, Webster Groves’ tree-lined streets and abundance of single family homes have continued to attract people to the area as a “great place to live, work and play”, not solely for the wealthy commuter suburb that early developers envisioned but for families that cut across all socioeconomic boundaries. The geographic and economic diversity of Webster Groves is evident in the variety of neighborhoods and its success is rooted in the cooperation and willingness of community members from all walks of life to work together toward common goals.



TOTAL RESIDENTIAL PROPERTY TAX BILL
Tax Year 2017

Description	Rate per $100	Percent of Tax Bill
St. Louis County	$ 0.4890	5.6%
Community College	$ 0.2112	2.4%
Special School District	$ 1.1912	13.6%
Webster School District	$ 5.3253	60.7%
Metro Zoo / Museum	$ 0.2694	3.1%
Webster Groves Library	$ 0.2590	3.0%
City of Webster Groves	$ 0.7950	9.1%
Miscellaneous	$ 0.2299	2.6%
Total	$ 8.7700	100.0%

CITY SHARE - RESIDENTIAL PROPERTY TAX BILL
Tax Year 2017

	Rate per $100	Percent of Tax Bill
Debt Retirement	$ 0.2410	30.3%
General Obligations	$ 0.2150	27.0%
Street Improvements	$ 0.1390	17.5%
Police & Fire Pension Plan	$ 0.2000	25.2%
TOTAL	$ 0.7950	100.0%

Assessed Value of Taxable Property

Calendar Year	Residential Assessed Value	Commercial Assessed Value	Personal Property Assessed Value	Railroad & Utility Assessed Value	Total Assessed Value
2008	430,401,300	48,721,310	53,558,816	4,815,326	537,496,752
2009	404,352,220	51,354,160	58,298,972	5,045,761	519,051,113
2010	404,622,370	49,892,750	47,049,989	5,360,519	506,925,628
2011	398,269,720	46,490,160	48,909,073	5,984,345	499,653,298
2012	398,410,790	39,885,823	51,455,386	5,958,507	495,710,506
2013	390,337,210	45,889,920	52,405,870	6,305,981	494,938,981
2014	391,166,740	46,122,240	52,726,813	6,460,829	496,476,622
2015	409,174,090	54,492,760	53,152,750	7,133,943	523,953,543
2016	411,013,730	53,137,300	55,703,338	6,848,899	526,703,267
2017	452,566,610	58,997,101	57,423,735	6,888,165	575,875,611

(1) Assessments are determined by the Assessor of St. Louis County. Property is assessed as of January 1st. Reassessments take place in odd-numbered years resulting in updated values of property.

(2) Real property is classified as residential (assessed at 19%), agricultural (assessed at 12%), or commercial (assessed at 32%). Railroad and utility property is assessed at 32%. Personal property is assessed at 33.3%. There is no agricultural property located within the City of Webster Groves.

Principal Property Taxpayers
Current Year and Nine Years Ago

	December 31, 2016	
Taxpayer	**Taxable Assessed Value**	**Percentage of Total Taxable Assessed Value**
Lutheran Senior Services	11,243,990	2.135%
ARC MPSTL LLC	4,662,140	0.885%
Yorkshire Village Inc.	4,030,180	0.765%
PVL Old Webster LLC	2,330,000	0.442%
Mallinckrodt, Inc.	2,301,540	0.437%
Novus Webster LLC	2,270,910	0.431%
Bethesda Senior Living	1,657,280	0.315%
Laclede Gas	1,486,700	0.282%
JHC Reliable Bldg LLC	1,330,880	0.253%
Webster University	1,280,730	0.243%
	32,594,350	6.188%
Total Assessed Value	526,703,267	

	December 31, 2007	
Taxpayer	**Taxable Assessed Value**	**Percentage of Total Taxable Assessed Value**
Ameren	3,999,452	0.745%
Owen Properties LLC	3,998,400	0.745%
Yorkshire Village Inc.	3,123,420	0.582%
Old Webster LLC	2,603,320	0.485%
Seiler Instrument	1,423,500	0.265%
AT&T	1,081,303	0.202%
Colonial Village Co.	1,019,690	0.190%
Webster Crossing	986,220	0.184%
Webster Groves Partners	939,040	0.175%
Rockwood Court Partnership	925,620	0.173%
	20,099,965	3.746%
Total Assessed Value	536,510,783	

Source: City Department of Planning & Development

WEBSTER GROVES SALES TAX RATE
As of October 1, 2017

Description	Rate	Percent of Total Tax
State of Missouri - General Fund	3.0000%	32.9%
State of Missouri - Education	1.0000%	11.0%
State of Missouri - Conservation	0.1250%	1.4%
State of Missouri - Parks & Soil Conservation	0.1000%	1.1%
St. Louis County - Transportation	1.0000%	11.0%
St. Louis County - Metro Parks / Recreation	0.1000%	1.1%
St. Louis County - Children's Services	0.2500%	2.7%
St. Louis County - Emergency Services	0.1000%	1.1%
St. Louis County - Arch Initiative	0.1875%	2.1%
St. Louis county - Public Safety	0.5000%	5.5%
St. Louis County-wide (pooled)	1.0000%	11.0%
Metrolink	0.2500%	2.7%
Webster Groves - Capital Improvements	0.5000%	5.4%
Webster Groves - Parks & Storm Water	0.5000%	5.4%
Webster Groves - Local Option	0.2500%	2.7%
Webster Groves - Fire Service	0.2500%	2.7%
TOTAL	**9.1125%**	100.0%

Note: A small area of the City contains a Transportation Development District and an additional .625% sales tax applies to that area only.

Miscellaneous Statistical Data

Year of incorporation	1896
Year City charter adopted	1954
Form of Government	Council - Manager
Area	6 square miles
Miles of streets (City maintained)	92
Police protection:	
Number of sworn officers	48
Number of vehicles	23
Fire protection:	
Number of sworn firefighters	38
Number of stations	2
Number of vehicles	9
Number of full-time employees	154
Parks & Recreation	
Number of parks	17
Acres of parks	127

Major Employers	Number of employees
Webster University	1,298
Webster Groves School District	965
Laclede Groves	600
Edgewood - Great Circle	458
City of Webster Groves	275
Epworth Children & Family Services	198
Ross & Baruzzini	111
Schnucks	95
Nerinx High School	85
Farnsworth	70

The City's electricity is supplied by Ameren UE; natural gas is supplied by Laclede Gas Company; water is provided by Missouri-American Water Company; sewer service is provided by Metropolitan St. Louis Sewer District. All four of the aforementioned companies are publicly held utilities.

Miscellaneous Demographic Statistics

Subject	Number	Percent
Total Population	22,995	100.0%
Male	11,028	48.0%
Female	11,967	52.0%
Age		
Under 5	1,550	6.7%
5 - 19 years	5,020	21.8%
20 - 44 years	6,622	28.8%
45 - 64 years	6,381	27.7%
65 years and older	3,422	14.9%
Housing		
Occupied housing units	9081	100.0%
Owner-occupied housing units	7571	83.4%
Renter-occupied housing units	1510	16.6%
Median home value (dollars)	$271,000	
School enrollment		
Nursery/preschool	633	9.5%
Kindergarten	379	5.7%
Elementary (grades 1-8)	2,521	38.0%
High school (grades 9-12)	1,412	21.3%
College or graduate school	1,696	25.5%
Total enrollment	6,641	100.0%
Educational attainment - 25+ years		
Less than 9th grade	178	1.2%
High school, no diploma	397	2.6%
High school graduate	1,847	12.0%
Some college, no degree	2,688	17.5%
Associate degree	918	6.0%
Bachelor's degree	4,931	32.0%
Graduate or professional degree	4,430	28.8%
Population over 25 years	15,389	100.0%
Employment status		
Population 16 years & over	17,741	100.0%
In labor force	12,280	69.2%
Not in labor force	5,461	30.8%
Armed forces	22	0.1%
Civilian labor force	12,258	69.1%
Employed	11,657	65.7%
Unemployed	601	4.9%

Occupation		
Management, professional	6,920	59.4%
Service	1,155	9.9%
Sales and office	2,572	22.1%
Construction, natural resources, and maintenance	469	4.0%
Production, transportation and material moving	541	4.6%
Total employed	11,657	

Source: U. S. Census Bureau, Census 2010

Demographic and Economic Statistics
10 Year Comparison

Calendar Year	Population	Personal Income	Per Capita Personal Income	Median Age	Educational Attainment: Bachelor's Degree or higher	School Enrollment	Unemployment Rate
2007	23,230	727,726,210	31,327	39.7	56.8%	6,749	6.7%
2008	23,230	727,726,210	31,327	39.7	56.8%	6,749	9.7%
2009	23,230	727,726,210	31,327	39.7	56.8%	6,749	9.5%
2010	22,995	720,364,365	31,327	39.7	56.8%	6,749	9.2%
2011	22,995	1,023,300,495	44,501	40.8	60.9%	6,641	3.4%
2012	22,995	1,023,300,495	44,501	40.8	60.9%	6,641	3.4%
2013	22,995	1,023,300,495	44,501	40.8	60.9%	6,641	3.3%
2014	22,995	1,023,300,495	44,501	40.8	60.9%	6,641	3.3%
2015	22,995	1,023,300,495	44,501	40.8	60.9%	6,641	3.2%
2016	22,995	1,023,300,495	44,501	40.8	60.9%	6,641	3.1%

Source: For years 2011 through 2016, all amounts from U S Census Bureau, Census 2010
Information for previous years from Census 2000

Glossary of Terms

A-133 Audit: Non-Federal entities that expend $500,000 or more per year in federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of A-133 of all federal money received by a city. Entities that expend less than $500,000 per year in federal awards are exempt from A-133.

Ad Valorem Tax: A tax based on value.

Accounts Payable: A liability account reflecting amounts on open account owing to private persons or organizations for goods and services received by the government.

Accounts Receivable: An asset account reflecting amounts owing on open account from private persons or organizations for goods and services furnished by a government.

Accounting System: The City's financial set of records and procedures that record, classify, and report information on the status and operations of the City.

Accrual Basis: The basis of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether cash disbursements are made at that time or not).

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

Agency Fund: A fund normally used to account for assets held by a government as an agent for individuals, private organizations, or other governments and/or other funds.

Appropriation: The legal authorization made by the City Council which permits the City to incur obligations and make expenditures of resources.

Assessed Valuation: A valuation set upon real estate and certain personal property by the County Assessor as a basis for levying property taxes.

Assets: Property owned by the City that has monetary value.

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.

Balance Sheet: The basic financial statement, which discloses the assets, liabilities, and equities of an entity at a specified date in conformity with Generally Accepted Accounting Principles (GAAP).

Basis of Accounting: A term used to refer to when revenues, expenditures, expenses, and transfers and the related assets and liabilities are recognized in the accounts and reported in the financial statements.

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 principal. Maturity is usually longer than one year.

Bonded Debt: That portion of indebtedness represented by outstanding bonds.

Bond Rating: The City has an "issuer bond rating" of Aa1 awarded by the rating firm of Moody's. An obligation rated "Aa1" is the second highest rating assigned by Moody's. This means that the City's capacity to meet its financial commitment on the debt obligation is very strong.

Budget: A plan of financial operation embodying an estimate or proposed revenue and expenditures for a given year. It is the primary means by which most of the expenditures and service delivery activities of the City are controlled.

Budget Message: The opening section of the budget, which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the City Manager.

Capital Expenditures: Property, equipment and infrastructure (e.g., roads, bridges, sidewalks, and similar items) that have an expected life in excess of 3 years and an initial cost of $5,000 or more are capitalized. Capital investments with useful lives of at least 5 years and an initial cost of at least $25,000 are presented on individual sheets in the City's Capital Improvement Program in the back of the budget document.

Capital Improvements Program: A long-range plan for providing the capital outlays necessary to insure adequate services are provided for the residents of the City.

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

Cash Management: The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

Comprehensive Annual Financial Report (CAFR): The official annual report of a government. It includes five Combined Statements-Overview and basic financial statements for each individual fund and account group prepared in conformity with GAAP and organized into a financial reporting pyramid. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed statistical section.

Contingency: An appropriation of funds to cover unforeseen events that occur during the fiscal year, such as extraordinary events.

Contingent Liabilities: Items which may become liabilities as a result of conditions undetermined at a given date, such as guarantees, pending lawsuits, judgments under appeal, unsettled disputed claims, unfilled purchase orders, and incomplete contracts. All contingent liabilities should be disclosed within the basic financial statements, including the note thereto.

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

Crime Victims Compensation (C.V.C.): The State of Missouri requires that an additional $5.00 court cost be assessed for each violation of criminal law and for infractions of municipal ordinances, excluding non-moving traffic violations. Ninety-five percent (95%) of that fee, or $4.75, is paid to the State of Missouri's Crime Victim's Compensation Fund, which is designated to aid crime victims. The City is permitted to retain the remaining $.25 (or 5%) for its use.

Debt: An obligation of the city resulting from the borrowing of money, including Bonds and Notes.

Debt Limit: The maximum amount of outstanding gross or net debt legally permitted.

Debt Service: The annual payment of principal and interest on the City's bonded indebtedness.

Debt Service Fund: A fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest payments.

Deficit: The amount of specific fund's expenditures (including outgoing operating transfers) exceeding revenues in a given year.

Department: The department is 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.

Depreciation: Cost recorded based on an asset's estimated useful life due to a decrease in value based on wear and tear, decay and general decline in value.

Encumbrance: An amount of money committed or set aside, but not yet expended, for the purpose of a specific good or service.

Expenditure: An actual payment made by the City.

Fees: A general term used for any charge levied by government associated with providing a service, permitting an activity, or imposing a fine or penalty.

FICA: An acronym for social security payroll taxes, which consist of two basic components: (1) social security for the aged and disabled, and (ii) Medicare for hospitalization. While payroll taxes are automatically deducted from an employee's paycheck by the City's Finance Department, the City must also match that same portion with funds of its own. As a result, the City budgets an expenditure line item in each department for FICA payments, which must be made to the federal government following each pay period.

Fiscal Year: The period used for the accounting year. The City of Webster Groves has a fiscal year of July 1 thru the following June 30.

Franchise Fee: An ongoing fee charged to a franchisee (such as Charter Communications) for operating and providing service within the City of Webster Groves. The fee is based on a percentage of gross receipts, which is collected by the utility company from the customer and paid to the City on a quarterly basis.

Fund: A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with the related liabilities and residual equities and balances, and changes therein, which is segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: The accounts of the City are organized on the basis of funds, departments, and programs (budgetary units) and are used to demonstrate legal compliance and to aid in financial management by segregating financial transactions of various City functions and activities.

Fund Balance: The amount by which the reported value of the City's assets exceeds the reported value of its liabilities in a particular fund. The fund balance is reduced for appropriated expenditures and increased for recorded revenues.

Fund Equity: The excess of fund assets and resources over fund liabilities. A portion of the equity of a governmental fund may be unspendable, restricted, committed, assigned and unassigned; the remainder is referred to as fund balance.

General Employee: Administrative and clerical support, maintenance workers, skilled trade. Employees who are classified as non-uniformed personnel.

General Fund: The main operating account of a nonprofit entity, such as a state or local government agency.

General Government: Includes the departments of City Manager, City Council, City Clerk, Legal Services, Boards and Commissions, Finance, Municipal Court, Information Technology, Human Resources, Insurance, and Customer Service.

General Obligation Bonds: Bonds for which the full faith and credit of the City is pledged for payment.

Geographic Information Systems (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.

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

Intergovernmental Revenues: Revenues from other governments. Examples of intergovernmental revenues include Motor Fuel Tax, County Road and Bridge Tax, and Cigarette Tax.

Levy: To impose taxes, special assessments, or service charges for the support of governmental activities.

Liabilities: Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date.

Line Item: The uniform identifications of goods or services purchased; sub-unit of objects of expenditure. For example: salaries, postage, equipment rental.

Long-Term Debt: Debt with a maturity of more than one year after the date of issuance.

Modified Accrual Basis: Under this accounting method, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures for the most part are recognized when the related fund liability is incurred except for prepayments, accumulated employee leave and long-term debt. All governmental funds are accounted for using the modified accrual basis of accounting.

Object Classification: Indicates the type of expenditure being made i.e., personnel, supplies and services.

Object of Expenditure: Category of items to be purchased. The unit of budgetary accountability and control. (Personnel Services, Contractual Services, Capital)

Operating Transfer: A transfer of equity between funds as a means of paying for current year services provided by one fund to another.

Per Capita: By of for each person.

Personnel Services: Compensation to City employees in the form of salaries, wages, and employee benefits.

Retained Earnings: An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.

Revenue: Sources of income financing the operations of the city. An increase in Fund Balance caused by an inflow of assets, usually cash.

Supplies and Services: Expenditures for supplies and services for the general operations of the City.

Tax Increment Financing (TIF): Financing secured by the anticipated incremental increase in tax revenues, resulting from the redevelopment of an area.

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

User Charge: The payment of a fee for direct receipt of a public service by the party benefitting from the service.

List of Acronyms

ADA-Americans with Disabilities Act
APA-American Planning Association
APWA-American Public Works Association
AV-Assessed Valuation
BOCA-Building Officials and Code Association
CAFR-Comprehensive Annual Financial Report
CALEA-Commission on Accreditation of Law Enforcement Agencies
CDBG-Community Development Block Grant
CDL-Commercial Drivers License
CIP-Capital Improvement Program
COBRA-Consolidated Omnibus Budget Reconciliation Act
COPs-Community Oriented Policing; Certificates of Participation
CVC-Crime Victims Compensation
DARE-Drug Abuse Resistance Education
EAP-Employee Assistance Program
FBI-Federal Bureau of Investigation
FEMA-Federal Emergency Management Association
FLSA-Fair Labor Standards Act
FTE-Full Time Equivalent
FY-Fiscal Year
GAAP-Generally Accepted Accounting Principles
GASB-Governmental Accounting Standards Board
GFOA-Government Finance Officers Association
GIS-Geographic Information System
GO-General Obligation
GPS-Global Positioning System
HVAC-Heating, Ventilation, and Air Conditioning
IACP-International Association of Chiefs of Police
ICMA-International City Management Association
IIMC-International Institute of Municipal Clerks
IPMA-International Personnel Management Association

LAGERS-Local Government Employee Retirement System
LETSAC-Law Enforcement Traffic Safety Advisory Council
LWCF-Land and Water Conservation Fund
MABOI-Missouri Association of Building Officials and Inspectors
MCMA-Missouri City Management Association
MML-Missouri Municipal League
MPRA-Missouri Parks and Recreation Association
MSCPA-Missouri Society of Certified Public Accountants
MSD-Metropolitan Sewer District
MULES-Missouri Uniform Law Enforcement System
NLC-National League of Cities
NPRA-National Parks and Recreation Association
OSHA-Occupational Safety and Health Administration
POST-Peace Officer Standard Training
REJIS-Regional Justice Information System
RSMo-Missouri Revised Statutes
SEMA-State Emergency Management Agency
SLACMA-St. Louis Area City Management Association
SLAIT-St. Louis Area Insurance Trust
SRO-School Resource Officer
TRIM-Tree Resource Improvement and Maintenance
UPS-United Parcel Service
US-United States