CITY OF WEBSTER GROVES, MO

Annual Budget – Fiscal Year 2020

CITY OF
WEBSTER GROVES
MISSOURI

ANNUAL BUDGET
FISCAL YEAR 2020

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July 1, 2019

Honorable Mayor and City Council Members:

This is the Fiscal Year (FY) 2019-20 budget as adopted. This transmittal letter is intended to provide a general summary of the overall financial condition of the City and detail highlights from our proposal for next fiscal year. In our budget work session and public hearing, we provided greater detail on operating requests, reviewed the condition 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, and though projections are tracking tightly, we expect to achieve a small year-end surplus. The Budget, therefore, comes forward with the necessary high level 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, low interest income, some lowered utility rates, 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. The impact of what has to substantially be internet shopping is universally under-projected, somewhat mysterious, and as yet without meaningful legislative rebuttal. Nevertheless, the nature of our community and its stable population, valuable property, 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 our operational side. 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 reader's guide to the Budget, 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 12 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 $24,534,566 with expenditures estimated at $24,948,278. 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.

--General Fund expenditures are projected at $17,545,006 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 $17,087,660. The projected General Fund reserve balance for the end of the current fiscal year is $11,945,243.

--Capital Improvement Program expenditures proposed for the upcoming year total $3,408,178 with the overall Program total for the five years equaling $22,263,829. 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 $1,436,583 on June 30, 2019. 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.

-- The City had been experiencing a high use of Sewer Lateral Program funds the past few years. In 2018, the City Council approved modest adjustments to terms for the financial administration of the Program. This plus the moderation of requests has lead to the stabilization of the Program and reversed funding issues such that incremental repayment of monies borrowed from the General Fund will proceed.

--Proposition F was graciously approved by Webster Groves voters for the construction of a much-needed replacement for Firehouse 2. 2020 will see us pursue necessary property acquisition plus enter and complete the true design phase of the project. We have as yet budgeted no funds for this as Bond proceeds will commence being collected after the City is within a 6 month window of spending at least 5% of the $5 million in bond proceeds, or $250,000, to meet IRS regulations. We anticipate amending the Budget as necessary as we move through the early stages.

<u>Operating Expenditure Highlights</u>

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

--An across-the-board pay increase to be effective July 1 is proposed at 2.00%. The all items Consumer Price Index for all Urban Consumers increase for the 12 months ending in March of 2019 was 1.9%. We have budgeted an additional average merit-based increase of 1.5% to be earned January 1, 2020. The January raise is curved based on performance and is how we move employees

through their pay ranges. There is one new police officer requested in the Proposed Budget. This replaces the three-quarter time parking control officer. We added 1 seasonal position in Parks for 20 hours per week part of the year relative to Shady Creek Greenway maintenance.

--Health insurance rates will increase 2% in the upcoming fiscal year. We joined the SLAIT (St Louis Area Insurance Trust) health group recently and expect positive results such as this. The expenses associated with our 7th year of participation in the Missouri LAGERS pension program are included in the Budget, which is a reduction in the employer contribution of .2% for general employees and .5% for uniformed fire personnel from the prior year, and an increase of .8% for uniformed police officers. Liability and Workers Compensation insurance with SLAIT is expected to increase by 5% for the new year. Life and Accidental Death and Dismemberment insurance for full-time staff will remain the same.

--Police Shared Services of $455,960 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 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.

--The City bid out ambulance billing services in 2019 and was able to continue using the services of the existing City service provider while being charged reduced rates from them upon signing of the contract. This cost reduction will allow the City to book a little more revenue. The City will also be seeking the assistance of a collection agency to collect on past due ambulance receivables with approval of the City Council.

--The City received a Parks Grant in 2019 for restoration and improvements of the tennis courts at Memorial Field. This project is budgeted in the current year and will be jointly funded by the Webster Groves School District, Webster University, and Nerinx Hall High School, but construction will occur in FY20. (City Council recently approved the carrying over of funds from FY 2019 to FY 2020 for this project.)

--Salt use was moderate this past winter regardless of some harsh weather. This is the result of improved technologies and practices. Brining and the careful regulation of salt distribution have somewhat transformed results and are beneficial to the environment as well. An appropriate funding level to replenish salt and related supplies to about the same level we started with in the current year is provided for in the Budget.

--Noteworthy operational type purchases within departmental budgets include conference room chairs for both City Hall conference rooms ($9370), and Police briefing work room furniture and flooring ($6100). A new Summa Cutter for precisely creating sign coverage products ($6700) is needed as is a new ice paint sprayer and boom ($6000). We would like to convert car tires to nitrogen as it dramatically reduces wear and maintenance and this requires a machine ($8700). Periodically we replace a zero-turn mower and one is proposed herein ($11000). A complex grate within the pool to meet federally mandated safety requirements regarding suction exposure is budgeted ($15000). The City Hall, Dale Ave, and Log Cabin Lane lots will be resealed ($9868). We would like to install LED lights in the Recreation Center Gymnasium ($7500). Some other miscellaneous items being purchased include a safe ($1000), a wireless microphone system ($1000), a power washer ($1000), hockey nets and frames ($2700), broomball equipment ($1000), soccer goals ($5000) and sand volleyball standards ($1800).

--There is a budget allocation of $24,225 for Communications activities. This includes marketing, social media activities, and holiday promotional activities. There is a $9,000 allocation for the Arts Commission relative to an outdoor summer concert series (including sound, lighting, staging and promotion) and funding of $3,700 for tile replacement and base covers for inflorescence at the Sculpture Garden and sculpture maintenance**.** There is also a $5,500 allocation for the Historic Preservation Commission for another year of the successful speaker series and for research on possible historic district nominations. A nominal plug number of $4,000 is allocated for the Sustainability Commission, for matters such as the compost bin grant that was successfully administered last 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. The soccer fields at Memorial Park will receive a much needed renovation. On the same campus, the updating of the spray ground at the pool will be completed by changing out the last of 17 year-old play features. Behind the Recreation Center, the 26 year-old parking lot will be substantially replaced as will the lighting there and along Ambrose Way. Playground improvements are scheduled to occur at Blackburn, McKee and Memorial Parks, the degree somewhat dependent upon Municipal Park grant receipt.

One of the largest expenses in the CIP for the upcoming year is the replacement of the self-contained breathing apparatus. This new important safety equipment will replace units placed into service in 2010. Also on the Public Safety front, our interactive firearms training system is 15 years old and will be replaced this coming year with state of the art equipment that teaches police officers how to respond to various use of force scenarios. Eleven new radar units will replace units some as old as 7 years, 3 new Police vehicles are scheduled, and the regular replacement of several portable radios are also budgeted.

The mill and overlay program continues as we replace road surfaces that are between 20 and 30 years old. Next year's program focus is south of Interstate 44 between Elm Ave and Edgar Road. The streetscape program for the north side of Big Bend between Oakwood and Dale will bring new concrete sidewalks, curbs, business driveway approaches and street lighting to the Old Orchard area mostly funded by a federal grant. Two of the 7 traffic signals the City has responsibility for will be replaced in 2020 as they are in excess of 15 years-old and the technology becomes obsolete. Those intersections are Elm and Glendale, and Newport and Brentwood Blvd. We have made room to finally replace some fairly ancient Public Works equipment including a 1-ton roller and a centerline striper. Funding for one six-yard cubic yard dump truck replacement is also provided. Staff is requesting to add equipment to melt materials needed for thermoplastic striping so we can perform this function ourselves. There will be no significant stormwater project in 2020 as design will occur for the replacement of the culvert on Newport at Yeatman with construction planned for 2021.

There are other future requests in or new to the CIP worth noting including a new ambulance in 2022 and the replacement of the ladder truck in 2024. The street sweeper is still in decent shape, but by 2023 we will need a new one, as will we an aerial boom truck by 2023. Hopefully, funding will be acquired for a significant upgrade to Crossroads with a streetscape project in 2022. If everything goes

well, the rebuilding of the Aquatic Center will be performed in 2024 when the current complex reaches its 30th birthday.

Supplemental Information

Major Funds

Below are the major funds of the City with the planned expenditures for FY20 and an estimated reserve at year-end:

	Estimated FY20 Expenditures	Estimated FY20 Year-End Reserve
General Fund	$17,545,006	$ 11,947,470
Street Improvement Fund	$ 1,266,700	$ 841,883
Capital Improvement Sales Tax Fund	$ 1,777,385	$ 94,479
General Obligation Debt Service Fund	$ 1,114,900	$ 713,780

Department Expenditure Comparison

Below is a comparison of FY20 General Fund budgets for each department as compared to FY19. Overall expenditures as proposed are increasing 2.7% from the current year's budget.

	FY 19 (Budget)	FY 19 (Estimated)	FY 20 (Budget)
General Government	$ 2,712,081	$2,738,689	$2,576,782
Police	$ 4,959,074	$4,894,445	$5,185,990
Fire	$ 4,059,318	$4,049,509	$4,205,305
Public Works	$ 1,908,311	$1,803,558	$1,985,510
Parks & Recreation	$ 2,690,029	$2,599,531	$2,839,892
Planning & Development	$ 758,847	$ 777,252	$ 751,557
Total Expenditures	**$17,087,660**	**$16,862,984**	**$17,545,006**

Debt Service and Retirement

Outlined below is the FY20 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 20 Payment	Year of Debt Retirement
Street Improvement General Obligation Bonds	$1,183,050	2024
TOTAL	**$1,183,050**	

Note: The original year of debt retirement was 2025. However, this was changed with the payoff of all of the 2025 principal and over half of the 2024 principal in October 2018 via a defeasance.

Outlook

The fiscal stability of this organization has been based on knowing who we are and proceeding thoughtfully. I say that over and over and it is true. 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 continues due, we feel, largely to the absence of meaningful progress on a fair adjustment to the internet sales tsunami. 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 habits, our financial condition continues to shine. Capital planning across all facilities and equipment is long in place and, though adjustments necessarily occur, is a fairly reliable process. This may not be as common as you might think. Our level of reserves allows Council contemplation of giving back to the community through projects and/or acquisition and I encourage those discussions. Perhaps we are on the brink of doing that in a meaningful way. It is good we are forced to be conscientious of course, but rest assured, that is what we are anyway, and you should expect no negative surprises. You should expect to have another good year though.

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 staff. We express our gratitude to the City Council for the attention and consideration our ideas and recommendations always receive and the common sense leadership council members provide.

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 2019-20 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 2019. That was the twelfth 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 FY2019-20 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

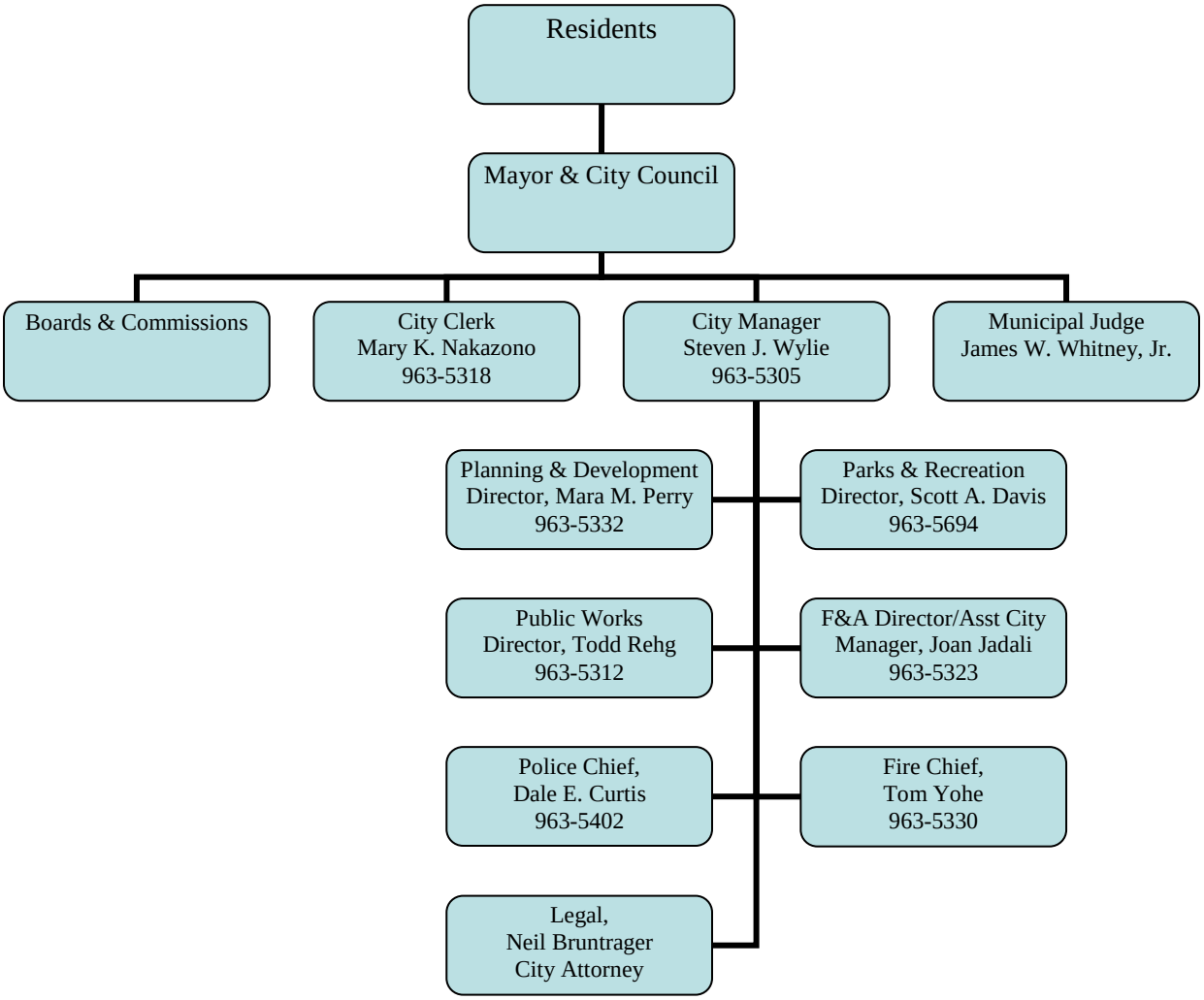
This section provides various information regarding the City not provided elsewhere in the budget document that may be of interest to the reader. It includes historical, financial, and demographic information regarding the City.

- 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	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
	Neil Bruntrager, City Attorney
	Mary K. Nakazono, City Clerk

Organizational Chart



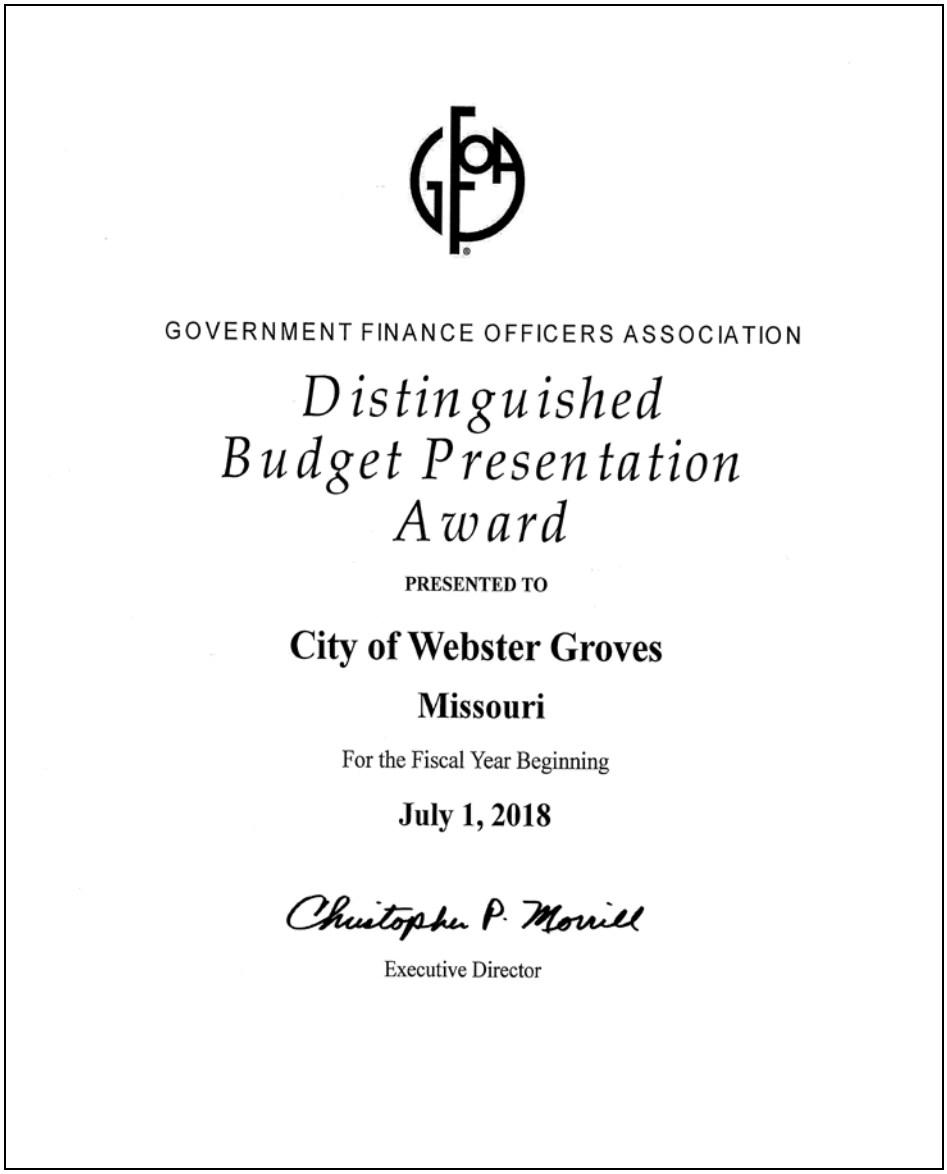
CITY OF WEBSTER GROVES
MISSION STATEMENT

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, 2018. This is the City's twelfth 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, 2018

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

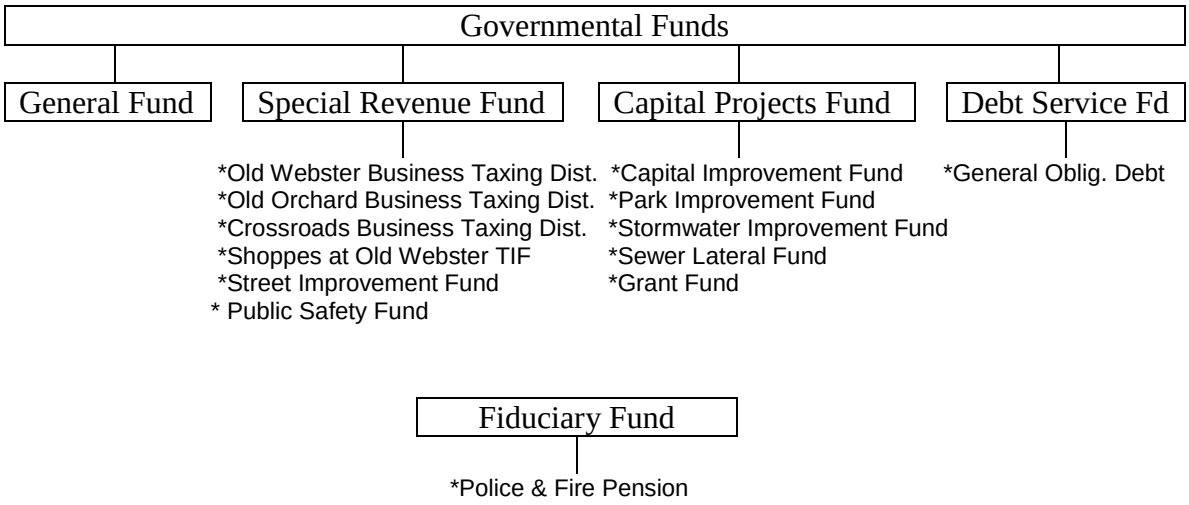
The proposed budget and any revised budget must conform to the statutory requirement that the total proposed expenditures from any fund shall not exceed the estimated revenues to be received, including debt issuances, transfers from other funds, and advances from other funds plus any unencumbered balance 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 2020

DATE	ACTION	RESPONSIBLE PERSON(S)
February 6	Conduct Budget Kick-off Meeting and distribute Budget Instruction Packet	City Manager
February 6	Provide department access to FY 20 Budget System	Finance Department
February 25	Submit Departmental Capital Requests	Department Managers
March 11	Submit Departmental Budget requests	Department Managers
March 12 – 22	Review and summarize submitted information	Finance Director & Staff
March 25 – 29	Conduct Departmental budget review sessions	City Manager Finance Director Department Managers
April 1 – 18	Finalize Budget	City Manager Finance Director Department Managers
April 19 – 25	Prepare Budget for printing	Finance Department
April 26	Deliver Draft Budget to City Council	City Manager
May 14	Conduct Budget work session with City Council	City Council City Manager Finance Director Department Managers
May 14	Set Date for Public Hearing on Proposed Budget	City Council
May 17	Publish Public Hearing Notices	City Clerk
June 4	Conduct Public Hearing on Proposed Budget, and first and second reading of Salary Ordinances	City Council City Manager
June 18	Adopt Budget, and final reading and adoption of Salary Ordinances	City Council City Manager
June 19 – 26	Print Final Budget	Finance Department
June 28	Distribute Approved Budget	Finance Department
June 28	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 2019/2020 is as follows:

Computation of Legal Debt Margin

Net Assessed Value		576,763,064
Debt limit – 10% of assessed value		57,676,306
Amount of debt applicable to debt limit:		
Total bonded debt	4,505,000	
Less assets in Debt Service Fund	508,464	
Total Amount of Debt Applicable to Debt Limit		4,001,536
Legal Debt Margin		53,679,770

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, 2019 are as follows:

For The Years Ended June 30	Principal	Interest	Total
2020	950,000.00	163,050.00	1,113,050.00
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	495,000.00	408,818.00	540,818.00

Note: This reduced by $1,750,000 in principal in October 2018 when the City entered into a defeasance arrangement and the total 2025 principal amount of $1,145,000 and $600,000 of the 2024 principal amount was paid.

FUND DESCRIPTIONS

General Fund

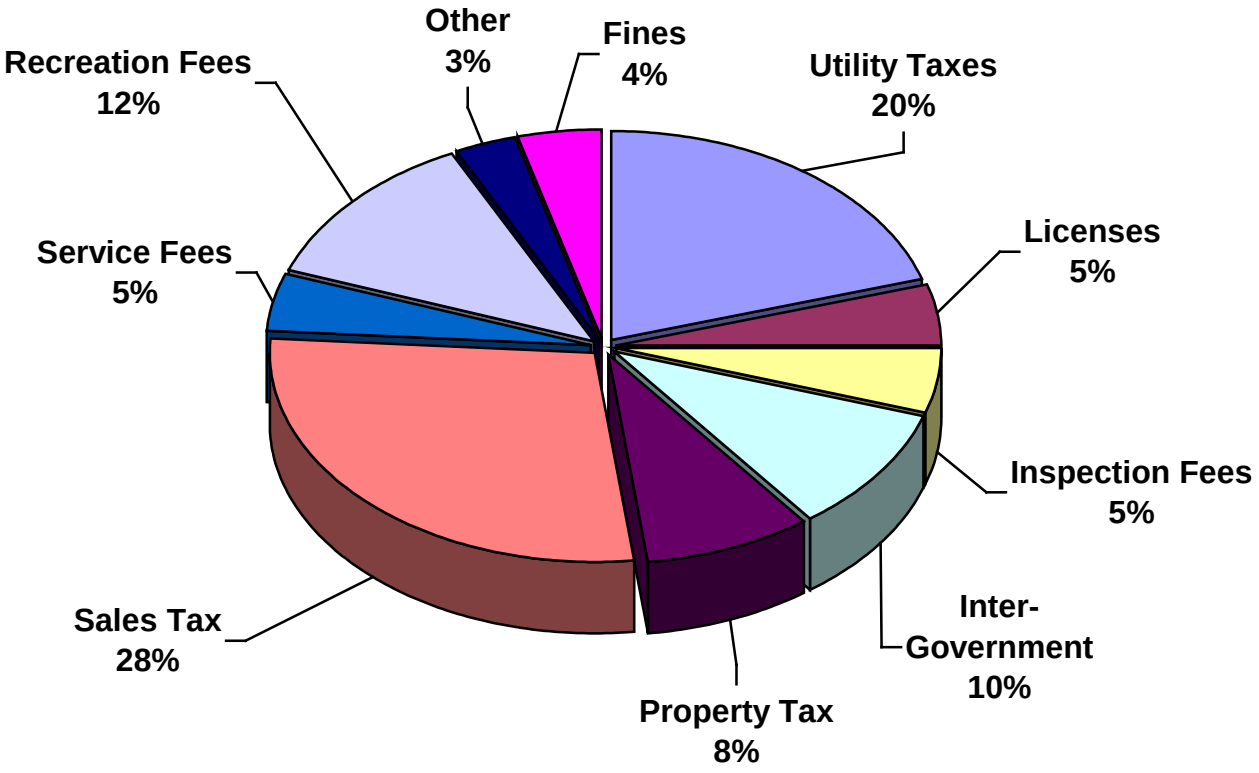
The General Fund provides revenues to support general operations of the City. These revenues include property taxes, Intergovernmental revenue, municipal sales tax, licenses, inspection fees, utility taxes, service fees, recreation fees, fines and other miscellaneous income.

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

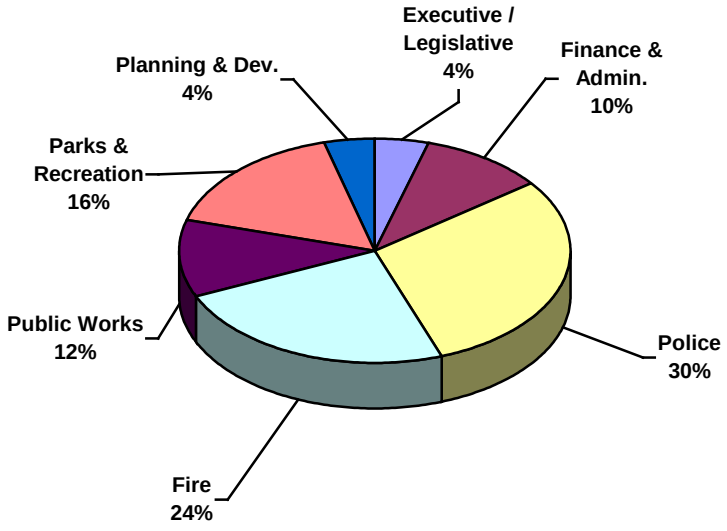
Type	**Description**
Property Tax	Real Estate and Property Tax
Intergovernmental	Gas Tax, County Road and Bridge Tax, Cigarette Tax, State Auto Sales Tax, Motor Vehicle Fees, Grants
Sales Tax	Municipal Sales Tax, & Fire Protection Tax
Licenses	Business Licenses, Motor Vehicle Licenses, Liquor Licenses
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

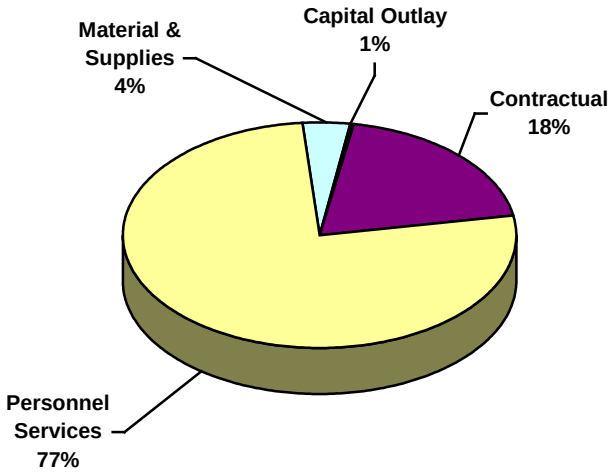


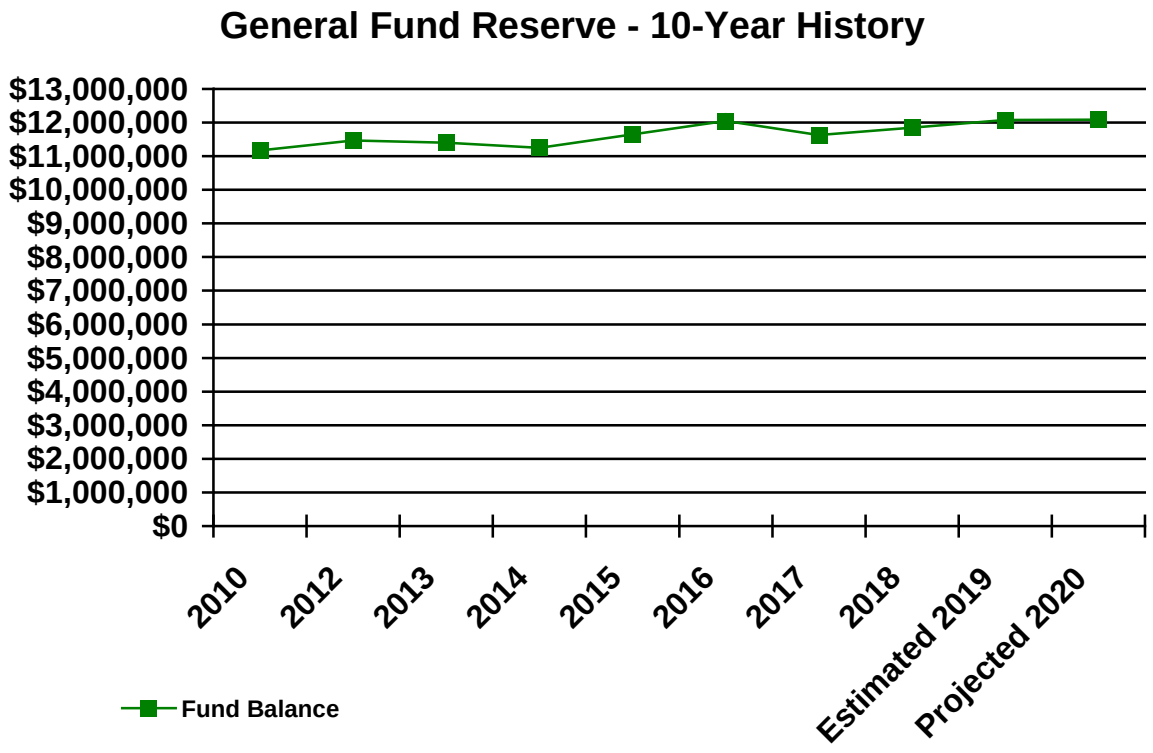
General Fund Expenditures are as follows:

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.

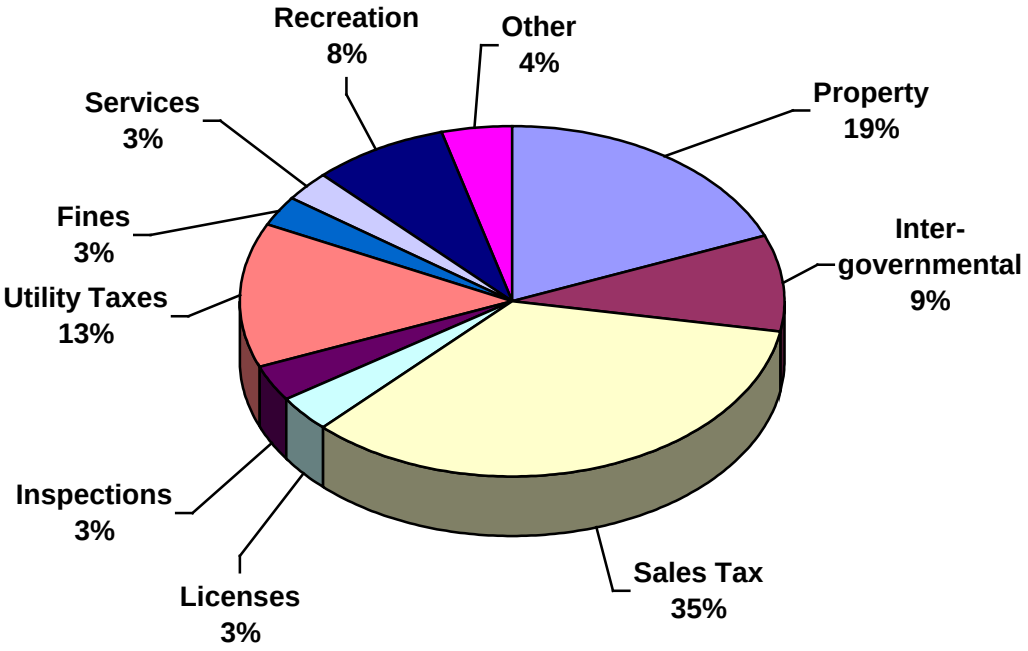
	USE OF FUNDS BY DEPARTMENTS									
DEPARTMENT										
	G	P	P&F	PS	ST	C	GT	SW	SL	D
Executive/Legislative	√					√				
Finance/Administration	√					√				√
Police	√		√	√		√	√			
Fire	√		√	√		√	√			
Public Works	√				√	√	√	√	√	
Parks & Recreation	√	√				√	√			
Planning & Development	√					√				

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

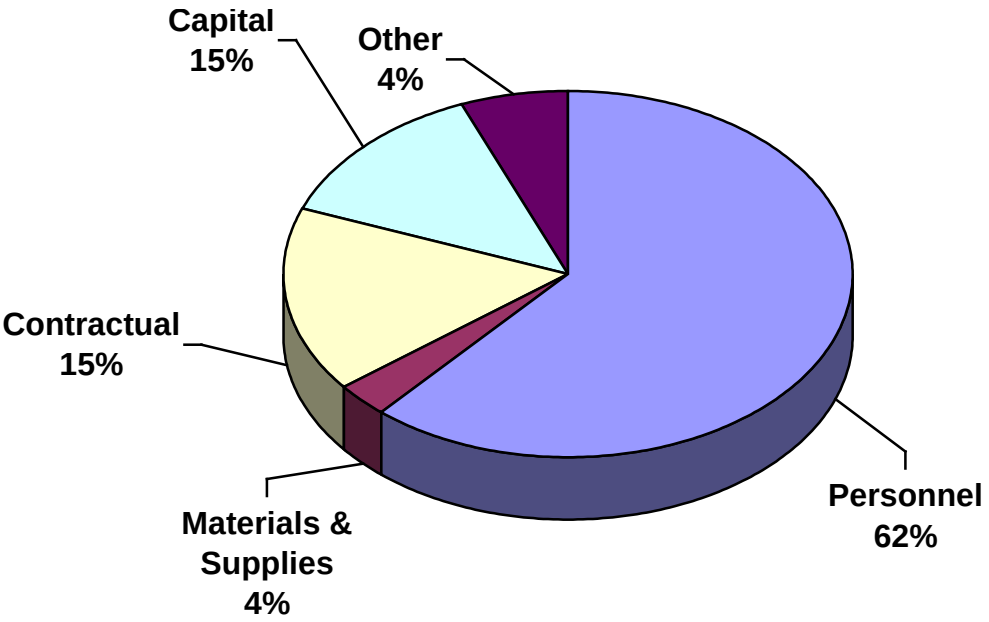
The following funds are not a part of the above as they do not provide direct benefit to any of the above departments. They include the Old Webster Taxing District, the Old Orchard Taxing District, Crossroads Taxing District, and the Shoppes at Old Webster TIF.

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.

J. Proposition F Fire House 2 Reconstruction

In April 2019, voters approved the issuance of $5 million dollars in general obligation debt for the reconstruction of Fire House 2. As of the date of this proposed budget, the bonds have not yet been sold. This year had been determined to be the best year to issue these bonds based on the fact that the City had been able to participate in a bond defeasance and pay off about $1,750,000 of its general obligation debt from the Proposition W debt financing that was done in 2011. With this prior debt maturing, interest rates remaining low, and an obvious need, this appeared to be the perfect time to issue new debt while not increasing the property tax rates on our residents.

K. Future Proposition on Complete Renovation of Aquatic Center

City staff is exploring the option of asking our voters in 2024 for a bond issue to renovate the aquatic center, while also utilizing a Municipal Park Grant. Details regarding this are noted in the back of the budget document in the CIP section under the project name: Aquatic-Complete Renovation.

Revenue By Type All Funds	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Property Taxes	4,339,675	4,865,773	4,568,965	4,618,000	4,655,615
Intergovernment Revenue	2,171,606	2,450,996	2,588,930	2,710,709	2,131,480
Sales Tax	6,906,147	7,890,005	8,209,700	8,246,810	8,480,610
Licenses	755,392	858,793	799,025	874,960	812,495
Inspection Fees & Permits	911,243	872,199	820,000	847,500	842,500
Utility Taxes	3,132,397	3,374,150	3,355,000	3,338,020	3,265,000
Fines	669,345	643,683	610,000	638,050	650,000
Services	748,329	741,091	763,500	735,470	738,325
Recreation Fees	1,957,753	2,128,316	1,883,000	2,080,865	1,972,750
Other Income	785,748	1,109,761	924,450	1,118,130	985,791
Total Revenue	**22,377,635**	**24,934,767**	**24,522,570**	**25,208,514**	**24,534,566**

Expenditures By Type All Funds	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
General Fund	13,435,270	780,886	3,203,941	124,910	0	17,545,006
Park Improvement Tax Fund	411,506	100,730	116,330	351,000	0	979,566
Police and Fire Pension Fund	1,112,315	0	3,000	0	0	1,115,315
Street Improvement Tax Fund	254,770	29,000	17,610	965,320	0	1,266,700
Capital Improvement Tax Fund	0	0	21,205	1,756,180	0	1,777,385
Grant Fund	113,000	0	0	454,980	0	567,980
Storm Water Improvement Tax Fund	32,043	1,330	72,400	10,000	0	115,773
Sewer Lateral Fund	58,198	1,530	282,805	0	0	342,533
Old Webster Taxing District Fund	0	13,380	45,000	0	0	58,380
Old Orchard Taxing District Fund	0	400	32,940	0	0	33,340
Crossroads Taxing District Fund	0	1,500	25,900	2,000	2,000	31,400
General Obligation Debt Service Fund	0	0	0	0	1,114,900	1,114,900
Shoppes At Old Webster TIF Fund	0	0	0	0	0	0
Total	**15,417,102**	**928,756**	**3,821,131**	**3,664,390**	**1,116,900**	**24,948,278**

Revenue All Funds	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
General Fund	15,414,721	16,205,507	15,954,125	16,138,690	16,112,314
Public Safety Sales Tax Fund	0	913,150	1,200,000	1,265,640	1,291,230
Park Improvement Tax Fund	798,778	866,586	807,000	996,870	886,303
Police and Fire Pension Fund	613,841	1,139,832	1,083,065	1,127,800	1,127,800
Street Improvement Tax Fund	786,848	834,711	798,800	815,195	822,000
Capital Improvement Tax Fund	1,569,981	1,642,385	1,581,200	1,613,000	1,615,810
Grant Fund	659,170	910,088	1,024,930	1,144,904	567,980
Storm Water Improvement Tax Fund	202,014	212,687	202,500	220,860	225,479
Sewer Lateral Fund	340,324	404,265	400,100	400,000	400,000
Old Webster Taxing District Fund	83,195	91,980	75,300	76,000	76,000
Old Orchard Taxing District Fund	56,467	59,804	52,050	52,150	52,150
Crossroads Taxing District Fund	23,931	24,907	24,500	24,675	24,500
General Obligation Debt Service Fund	1,330,814	1,368,265	1,319,000	1,332,730	1,333,000
Shoppes At Old Webster TIF Fund	497,551	260,600	0	0	0
Total	**22,377,635**	**24,934,767**	**24,522,570**	**25,208,514**	**24,534,566**

Expenditures All Funds	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
General Fund	15,809,808	16,503,502	17,087,660	16,862,984	17,545,006
Park Improvement Tax Fund	765,709	731,595	767,214	674,412	979,566
Police and Fire Pension Fund	579,727	1,130,487	1,112,905	1,109,000	1,115,315
Street Improvement Tax Fund	1,268,121	703,643	877,063	827,826	1,266,700
Capital Improvement Tax Fund	1,742,020	1,643,233	2,168,004	2,058,310	1,777,385
Grant Fund	844,676	290,651	1,046,942	1,148,942	567,980
Storm Water Improvement Tax Fund	82,111	107,123	605,185	258,542	115,773
Sewer Lateral Fund	440,201	365,174	445,179	303,373	342,533
Old Webster Taxing District Fund	40,292	40,804	53,490	47,560	58,380
Old Orchard Taxing District Fund	28,183	22,902	41,890	38,015	33,340
Crossroads Taxing District Fund	8,427	6,757	11,450	9,150	31,400
General Obligation Debt Service Fund	1,178,662	1,182,712	1,182,500	2,949,233	1,114,900
Shoppes At Old Webster TIF Fund	646,739	387,948	0	0	0
Total	**23,434,676**	**23,116,531**	**25,399,482**	**26,287,347**	**24,948,278**

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

	General Fund			Debt Service Fund			Special Revenue Funds		
	2018 Actual	2019 Estimated	2020 Budget	2018 Actual	2019 Estimated	2020 Budget	2018 Actual	2019 Estimated	2020 Budget
REVENUES:									
Property Tax	1,289,613	1,308,600	1,341,315	1,358,797	1,324,730	1,327,000	1,097,417	878,870	881,500
Intergovernmental	1,540,908	1,565,805	1,563,500	-	-	-		-	-
Sales Tax	4,301,275	4,347,140	4,502,930	-	-	-	978,004	1,258,070	1,283,230
Licenses	785,493	808,960	746,495	-	-	-	73,300	66,000	66,000
Inspection Fees & Permits	872,199	847,500	842,500	-	-	-	-	-	-
Utility Taxes	3,370,635	3,338,020	3,265,000	-	-	-	3,515	-	-
Fines	643,683	638,050	650,000	-	-	-	-	-	-
Services	741,091	735,470	738,325	-	-	-	-	-	-
Recreation Fees	2,128,316	2,080,865	1,972,750	-	-	-	-	-	-
Sewer Lateral Fees	-	-	-	-	-	-	-	-	-
Other Income	532,294	468,280	489,499	9,468	8,000	6,000	32,916	30,720	35,150
TOTAL REVENUES	16,205,507	16,138,690	16,112,314	1,368,265	1,332,730	1,333,000	2,185,152	2,233,660	2,265,880
EXPENDITURES:									
General Government	2,442,416	2,738,689	2,576,782	-	-	-			
Public Safety (Fire/Police)	8,951,891	8,943,954	9,391,265	-	-	-			
Public Works	1,899,987	1,803,558	1,985,510	-	-	-	703,643	827,826	1,286,700
Parks and Recreation	2,511,481	2,599,531	2,839,892	-	-	-		-	-
Planning & Development	697,727	777,252	751,557	-	-	-	70,463	94,725	103,120
Debt Service	-	-	-	1,182,712	2,949,233	1,114,900	387,948	-	-
TOTAL EXPENDITURES	16,503,502	16,862,984	17,545,006	1,182,712	2,949,233	1,114,900	1,162,054	922,551	1,389,820
Excess (deficiency) of revenues over (under) expenditures	(297,995)	(724,294)	(1,432,692)	185,553	(1,616,503)	218,100	1,023,098	1,311,109	876,060
Other Financing Sources (Uses):									
Operating transfer in (out)	405,754	931,775	1,434,919	-	-	-	(559,411)	(984,275)	(1,418,365)
Advances (to) from other funds		-	-	-	-	-		-	-
Debt Issuance / Refunding	-	-	-	-	-	-		-	-
Change in Fund Balance	107,759	207,481	2,227	185,553	(1,616,503)	218,100	463,687	326,834	(542,305)
Beginning Fund Balance	11,630,003	11,737,762	11,945,243	1,926,630	2,112,183	495,680	1,801,919	2,265,606	2,592,440
Ending Fund Balance	**11,737,762**	**11,945,243**	**11,947,470**	**2,112,183**	**495,680**	**713,780**	**2,265,606**	**2,592,440**	**2,050,135**

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

	Capital Projects Funds			Pension Fund			Total		
	2018 Actual	2019 Estimated	2020 Budget	2018 Actual	2019 Estimated	2020 Budget	2018 Actual	2019 Estimated	2020 Budget
REVENUES:									
Property Tax	-	-	-	1,119,946	1,105,800	1,105,800	4,865,773	4,618,000	4,655,615
Intergovernmental	910,088	1,144,904	567,980	-	-	-	2,450,996	2,710,709	2,131,480
Sales Tax	2,610,726	2,641,600	2,694,450	-	-	-	7,890,005	8,246,810	8,480,610
Licenses	-	-	-	-	-	-	858,793	874,960	812,495
Inspection Fees & Permits	-	-	-	-	-	-	872,199	847,500	842,500
Utility Taxes	-	-	-	-	-	-	3,374,150	3,338,020	3,265,000
Fines	-	-	-	-	-	-	643,683	638,050	650,000
Services	-	-	-	-	-	-	741,091	735,470	738,325
Recreation Fees	-	-	-	-	-	-	2,128,316	2,080,865	1,972,750
Sewer Lateral Fees	404,265	400,000	400,000	-	-	-	404,265	400,000	400,000
Other Income	110,932	189,130	33,142	19,886	22,000	22,000	705,496	718,130	585,791
TOTAL REVENUES	4,036,011	4,375,634	3,695,572	1,139,832	1,127,800	1,127,800	24,934,767	25,208,514	24,534,566
EXPENDITURES:									
General Government	63,147	173,886	70,817	-	-	-	2,505,563	2,912,575	2,647,599
Public Safety (Fire/Police)	288,469	443,188	651,440	1,130,487	1,109,000	1,115,315	10,370,847	10,496,142	11,158,020
Public Works	1,679,050	1,920,942	1,270,164	-	-	-	4,282,680	4,552,326	4,542,374
Parks and Recreation	1,104,289	1,905,563	1,790,816	-	-	-	3,615,770	4,505,094	4,630,708
Planning & Development	2,821	-	-	-	-	-	771,011	871,977	854,677
Debt Service	-	-	-	-	-	-	1,570,660	2,949,233	1,114,900
TOTAL EXPENDITURES	3,137,776	4,443,579	3,783,237	1,130,487	1,109,000	1,115,315	23,116,531	26,287,347	24,948,278
Excess (deficiency) of revenues over (under) expenditures	898,235	(67,945)	(87,665)	9,345	18,800	12,485	1,818,236	(1,078,833)	(413,712)
Other Financing Sources (Uses):									
Operating transfer in (out)	153,657	52,500	(16,554)	-	-	-	-	-	-
Advances (to) from other funds			-	-	-	-	-	-	-
Debt Issuance / Refunding	-	-	-	-	-	-	-	-	-
Change in Fund Balance	1,051,892	(15,445)	(104,219)	9,345	18,800	12,485	1,818,236	(1,078,833)	(413,712)
Beginning Fund Balance	817,632	1,869,524	1,854,079	2,018,739	2,028,084	2,046,884	18,194,923	20,013,159	18,934,326
Ending Fund Balance	**1,869,524**	**1,854,079**	**1,749,860**	**2,028,084**	**2,046,884**	**2,059,369**	**20,013,159**	**18,934,326**	**18,520,614**

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

	General	Park	P & F Pension (1)	Street (2)	Capital (3)	Grant (4)	Storm Water
REVENUES:							
Property Tax	1,341	-	1,106	796	-	-	-
Intergovernmental	1,564	-	-	-	-	568	-
Sales Tax	4,503	880	-	-	1,595	-	220
Licenses	746	-	-	-	-	-	-
Inspection Fees & Permits	843	-	-	-	-	-	-
Utility Taxes	3,265	-	-	-	-	-	-
Fines	650	-	-	-	-	-	-
Services	738	-	-	-	-	-	-
Recreation Fees	1,973	-	-	-	-	-	-
Other Income	489	6	22	26	21	-	5
TOTAL REVENUES	16,112	886	1,128	822	1,616	568	225
EXPENDITURES:							
General Government	2,577	-	-	-	71	-	-
Public Safety (Fire/Police)	9,391	-	1,115	-	538	113	-
Public Works	1,985	-	-	1,267	564	248	116
Parks and Recreation	2,840	980	-	-	604	207	-
Planning & Development	752	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
TOTAL EXPENDITURES	17,545	980	1,115	1,267	1,777	568	116
Excess (deficiency) of revenues over (under) expenditures	(1,433)	(94)	13	(445)	(161)	0	109
Other Financing Sources (Uses):							
Operating transfer in (out)	1,435	-	-	(150)	(17)	-	-
Advances (to) from other funds	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-
Change in Fund Balance FY 20	2	(94)	13	(595)	(178)	0	109
Fund Balance July 1, 2019	11,945	1,046	2,047	1,436	273	(205)	760
Fund Balance June 30, 2020	11,947	952	2,060	841	95	(205)	869

(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 Grant Fund is negative as it awaits the receipt of funds for current projects.

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	1,327	-	4,656
Intergovernmental	-	-	-	-	-	-	2,132
Sales Tax	-	-	-	-	-	1,283	8,481
Licenses	-	35	22	9	-	-	812
Inspection Fees & Permits	-	-	-	-	-	-	843
Utility Taxes	-	-	-	-	-	-	3,265
Fines	-	-	-	-	-	-	650
Services	-	-	-	-	-	-	738
Recreation Fees	-	-	-	-	-	-	1,973
Other Income	400	1	-	-	6	8	984
TOTAL REVENUES	400	76	52	25	1,333	1,291	24,534
EXPENDITURES:							
General Government	-	-	-	-	-	-	2,648
Public Safety (Fire/Police)	-	-	-	-	-	-	11,157
Public Works	343	-	-	20	-	-	4,543
Parks and Recreation	-	-	-	-	-	-	4,631
Planning & Development	-	58	33	11	-	-	854
Debt Service	-	-	-	-	1,115	-	1,115
TOTAL EXPENDITURES	343	58	33	31	1,115	0	24,948
Excess (deficiency) of revenues over (under) expenditures	57	18	19	(6)	218	1,291	(414)
Other Financing Sources (Uses):							
Operating transfer in (out)	-	(39)	(32)	(22)	-	(1,175)	-
Advances (to) from other funds	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-
Change in Fund Balance FY 20	57	(21)	(13)	(42)	218	116	(414)
Fund Balance July 1, 2019	(40)	93	130	61	496	892	18,934
Fund Balance June 30, 2020	17	72	117	19	714	1,008	18,520

(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	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Property Taxes	1,218,781	1,289,613	1,308,600	1,308,600	1,341,315
Intergovernment Revenue	1,512,436	1,540,908	1,564,000	1,565,805	1,563,500
Sales Tax	4,190,656	4,301,275	4,440,000	4,347,140	4,502,930
Licenses	692,963	785,493	733,025	808,960	746,495
Inspection Fees & Permits	911,243	872,199	820,000	847,500	842,500
Utility Taxes	3,128,955	3,370,635	3,355,000	3,338,020	3,265,000
Fines	669,345	643,683	610,000	638,050	650,000
Services	748,329	741,091	763,500	735,470	738,325
Recreation Fees	1,957,753	2,128,316	1,883,000	2,080,865	1,972,750
Other Income	384,260	532,294	477,000	468,280	489,499
Total Revenue	**15,414,721**	**16,205,507**	**15,954,125**	**16,138,690**	**16,112,314**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Expenditures					
General Government	2,377,442	2,442,416	2,712,081	2,738,689	2,576,782
Public Safety (Fire/Police)	8,374,953	8,951,891	9,018,392	8,943,954	9,391,265
Public Works	1,863,354	1,899,987	1,908,311	1,803,558	1,985,510
Parks and Recreation	2,555,035	2,511,481	2,690,029	2,599,531	2,839,892
Planning & Development	639,024	697,727	758,847	777,252	751,557
Total Expenditures	**15,809,808**	**16,503,502**	**17,087,660**	**16,862,984**	**17,545,006**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Other Financing Sources (uses)					
Operating Transfer In	122,605	605,754	931,775	931,775	1,434,919
Operating Transfer Out	0	-200,000	0	0	0
Total Other Financing Sources	**122,605**	**405,754**	**931,775**	**931,775**	**1,434,919**

Summary of Revenue ***General Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Property Taxes					
Real Estate Taxes - Current	1,008,849	1,086,586	1,099,600	1,111,430	1,138,090
Real Estate Taxes - Delinquent	7,000	3,526	5,500	4,230	4,775
Personal Property taxes - Current	144,248	148,860	151,500	145,930	148,850
Personal Prop Taxes- Delinquent	7,239	8,745	8,000	8,390	8,600
Utility Real Property	18,162	19,332	22,000	18,300	19,000
Financial Institution	33,118	22,361	22,000	20,320	22,000
Interest on Property Taxes	165	203	0	0	0
Property Taxes Total	**1,218,781**	**1,289,613**	**1,308,600**	**1,308,600**	**1,341,315**
Intergovernment Revenue					
Gasoline Tax	623,306	615,530	632,000	635,000	630,000
County Road & Bridge Tax	526,201	560,703	565,000	569,850	571,000
Cigarette Tax	59,600	52,878	55,000	50,295	47,000
State Auto SalesTax	203,674	208,103	210,000	205,100	210,000
Motor Vehicle Fees	99,655	103,694	102,000	105,560	105,500
Intergovernment Revenue Total	**1,512,436**	**1,540,908**	**1,564,000**	**1,565,805**	**1,563,500**
Sales Tax					
Municipal Sales Tax	3,693,426	3,779,497	3,920,000	3,808,000	3,958,400
Fire Sales Tax	497,230	521,778	520,000	539,140	544,530
Sales Tax Total	**4,190,656**	**4,301,275**	**4,440,000**	**4,347,140**	**4,502,930**
Licenses					
Motor Vehicle License	114,145	115,967	117,000	115,180	114,500
Business License	358,697	409,467	390,000	410,000	414,100
Liquor Licenses	18,856	21,904	20,000	20,810	20,000
Vending Machine Licenses	1,975	1,775	2,025	1,750	1,700
Telecommunications Leases	199,290	236,380	204,000	261,220	196,195
Licenses Total	**692,963**	**785,493**	**733,025**	**808,960**	**746,495**

Summary of Revenue ***General Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Inspection Fees & Permits					
Building Permits	729,204	680,609	625,000	660,000	650,000
Excavation Permits	24,800	31,050	37,000	27,000	30,000
Occupancy Permits	21,460	21,060	21,000	21,000	21,000
Housing Inspections	57,605	59,741	60,000	58,000	58,000
Contractor Registration	63,794	67,979	65,000	70,500	72,500
Tree Licenses & Permits	14,380	11,760	12,000	11,000	11,000
Inspection Fees & Permits Total	**911,243**	**872,199**	**820,000**	**847,500**	**842,500**
Utility Taxes					
Water Gross Receipts	297,696	317,595	320,000	345,590	330,000
Gas Gross Receipts	667,579	765,199	690,000	774,200	745,000
Telephone Gross Receipts	658,614	607,819	690,000	600,000	600,000
Electric Gross Receipts	1,505,066	1,680,022	1,655,000	1,618,230	1,590,000
Utility Taxes Total	**3,128,955**	**3,370,635**	**3,355,000**	**3,338,020**	**3,265,000**
Fines					
Parking Fines	30,675	35,762	35,000	38,050	35,000
Municipal Court fines	638,670	607,921	575,000	600,000	615,000
Fines Total	**669,345**	**643,683**	**610,000**	**638,050**	**650,000**
Services					
Cable Franchise Fees	339,353	314,901	325,000	305,830	300,000
Ambulance Charge	407,084	424,873	437,000	428,260	436,825
Police Report & Alarm Fees	1,892	1,317	1,500	1,380	1,500
Services Total	**748,329**	**741,091**	**763,500**	**735,470**	**738,325**

Summary of Revenue ***General Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Recreation Fees					
Fitness Daily Admissions	31,341	37,522	32,000	42,220	40,000
Fitness Passes	253,968	248,145	245,000	243,360	243,500
Day Camp Fees	113,441	148,058	97,000	123,240	110,000
Action Park Fees	1,000	0	0	0	0
Ice Arena Program Fees	454,640	596,164	490,000	553,120	520,000
Recreation Program Fees	191,594	193,549	180,000	198,790	190,000
Aquatic Ctr Admissions	324,716	338,034	311,000	336,965	323,500
Rink Passes	9,531	5,373	9,000	2,865	3,000
Ice Arena Admissions	97,475	122,983	95,000	143,180	120,000
Concessions	14,598	14,345	17,000	15,000	15,250
Park Facility Rental	73,301	59,901	65,000	60,025	60,000
Tennis Fees	17,210	19,160	5,000	19,375	17,500
Fitness Programs	232,808	204,266	210,000	184,405	185,000
Recreation Facility Rental	99,801	102,025	87,000	101,540	95,000
Learn To Skate Program	42,329	38,791	40,000	56,780	50,000
Recreation Fees Total	**1,957,753**	**2,128,316**	**1,883,000**	**2,080,865**	**1,972,750**
Other Income					
Inmate Security Fund	10,410	10,178	10,000	10,000	10,000
Police Forfeiture Revenue	12,050	24,745	12,500	15,000	15,000
Police Training Fees	15,828	14,684	20,000	15,000	15,000
Donations	6,159	25,867	20,000	6,000	20,000
Planning Commission Filing Fee	4,300	4,700	3,500	4,000	4,000
Court Forfeiture Revenue	21,317	22,815	21,000	25,000	25,000
Parking Permits	41,090	40,320	41,000	41,000	41,000
Interest Income	62,863	121,329	75,000	120,000	135,453
Other Jurisdictions	123,073	128,324	130,000	132,280	134,925
Miscellaneous Income	87,170	139,332	144,000	100,000	89,121
Other Income Total	**384,260**	**532,294**	**477,000**	**468,280**	**489,499**
Total Revenue	**15,414,721**	**16,205,507**	**15,954,125**	**16,138,690**	**16,112,314**

Summary of Expenditures by Activity General Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
General Government					
City Council	37,935	39,544	44,048	39,458	46,954
Boards and Commissions	21,212	19,002	45,375	39,195	57,525
City Manager	257,503	263,337	379,660	373,698	288,636
Legal Services	153,678	255,958	225,769	319,802	181,931
City Clerk	173,196	179,901	191,413	190,033	192,540
Human Resources	308,625	297,634	302,560	301,540	307,966
Municipal Court	230,071	190,463	196,856	196,543	194,607
Finance	457,631	476,270	517,603	520,519	475,419
Customer Support	108,137	106,982	113,170	116,099	121,497
Information Technology	327,765	338,604	371,677	342,721	400,644
Risk Management	301,689	274,721	323,950	299,081	309,063
	2,377,442	**2,442,416**	**2,712,081**	**2,738,689**	**2,576,782**
Public Safety (Fire/Police)					
Police	4,061,707	4,398,188	4,544,350	4,480,645	4,730,000
Police Shared Services	399,419	439,617	414,724	413,800	455,960
Fire	3,913,827	4,114,086	4,059,318	4,049,509	4,205,305
	8,374,953	**8,951,891**	**9,018,392**	**8,943,954**	**9,391,265**
Public Works					
Admin/Engineering	236,693	261,354	239,743	231,612	242,502
Street Maintenance	1,283,839	1,289,676	1,311,377	1,225,149	1,311,618
Garage	147,808	143,807	148,701	146,017	163,616
City Hall Complex	138,167	155,826	151,550	147,299	179,394
Service Center	56,847	49,324	56,940	53,481	88,380
	1,863,354	**1,899,987**	**1,908,311**	**1,803,558**	**1,985,510**

Summary of Expenditures by Activity General Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Parks and Recreation					
Parks	463,141	338,335	375,062	314,577	355,067
Parks Business District	0	96,408	101,514	86,948	97,526
Recreation	802,265	818,857	804,329	831,793	1,225,602
Aquatic Center	359,663	320,562	363,767	358,509	321,565
Ice Arena	424,974	448,115	492,045	488,345	386,551
Fitness	504,992	489,204	553,312	519,360	453,582
	2,555,035	**2,511,481**	**2,690,029**	**2,599,531**	**2,839,892**
Planning & Development					
Planning	173,688	194,164	195,378	196,032	201,630
Code Enforcement	465,336	503,563	563,469	581,220	549,927
Community Improvement	0	0	0	0	0
	639,024	**697,727**	**758,847**	**777,252**	**751,557**
Totals	**15,809,808**	**16,503,502**	**17,087,660**	**16,862,984**	**17,545,006**

Budgeted Expenditures by Type General Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
General Government						
City Council	3,754	6,050	37,150	0	0	46,954
Boards and Commissions	0	15,900	41,625	0	0	57,525
City Manager	242,526	1,320	44,790	0	0	288,636
Legal Services	8,006	300	173,625	0	0	181,931
City Clerk	189,485	1,660	1,395	0	0	192,540
Human Resources	256,629	7,195	44,142	0	0	307,966
Municipal Court	173,713	2,800	18,094	0	0	194,607
Finance	337,722	3,450	123,447	10,800	0	475,419
Customer Support	117,142	2,400	1,955	0	0	121,497
Information Technology	195,634	17,905	187,105	0	0	400,644
Risk Management	31,630	0	277,433	0	0	309,063
General Government Total	**1,556,241**	**58,980**	**950,761**	**10,800**	**0**	**2,576,782**
Public Safety (Fire/Police)						
Police	4,339,619	103,308	287,073	0	0	4,730,000
Police Shared Services	0	3,000	452,960	0	0	455,960
Fire	3,987,932	98,758	118,615	0	0	4,205,305
Public Safety (Fire/Police) Total	**8,327,551**	**205,066**	**858,648**	**0**	**0**	**9,391,265**
Public Works						
Admin/Engineering	223,812	3,390	15,300	0	0	242,502
Street Maintenance	916,380	178,210	217,028	0	0	1,311,618
Garage	137,266	15,350	2,300	8,700	0	163,616
City Hall Complex	0	17,800	140,224	21,370	0	179,394
Service Center	0	8,950	51,990	27,440	0	88,380
Public Works Total	**1,277,458**	**223,700**	**426,842**	**57,510**	**0**	**1,985,510**
Parks and Recreation						
Parks	159,597	39,490	139,980	16,000	0	355,067
Parks Business District	72,476	25,050	0	0	0	97,526
Recreation	576,729	136,110	496,763	16,000	0	1,225,602
Aquatic Center	93,133	17,965	191,867	18,600	0	321,565
Ice Arena	299,181	42,840	38,530	6,000	0	386,551
Fitness	359,202	23,075	71,305	0	0	453,582
Parks and Recreation Total	**1,560,318**	**284,530**	**938,445**	**56,600**	**0**	**2,839,892**
Planning & Development						
Planning	189,520	1,260	10,850	0	0	201,630
Code Enforcement	524,182	7,350	18,395	0	0	549,927
Community Improvement	0	0	0	0	0	0
Planning & Development Total	**713,702**	**8,610**	**29,245**	**0**	**0**	**751,557**
Total	**13,435,270**	**780,886**	**3,203,941**	**124,910**	**0**	**17,545,006**

Summary of Revenue and Expenditures Public Safety Sales Tax Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Sales Tax	0	908,576	1,200,000	1,258,070	1,283,230
Other Income	0	4,574	0	7,570	8,000
Total Revenue	**0**	**913,150**	**1,200,000**	**1,265,640**	**1,291,230**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Other Financing Sources (uses)					
Operating Transfer Out	0	-468,373	-818,511	-818,511	-1,174,945
Total Other Financing Sources	**0**	**-468,373**	**-818,511**	**-818,511**	**-1,174,945**

Summary of Revenue ***Public Safety Sales Tax Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Sales Tax					
Police Sales Tax	0	908,576	1,200,000	1,258,070	1,283,230
Sales Tax Total	**0**	**908,576**	**1,200,000**	**1,258,070**	**1,283,230**
Other Income					
Interest Income	0	4,574	0	7,570	8,000
Other Income Total	**0**	**4,574**	**0**	**7,570**	**8,000**
Total Revenue	**0**	**913,150**	**1,200,000**	**1,265,640**	**1,291,230**
Fund Transfers from Public Safety (Prop P) Fund for FY 2020:					
To General Fund for:					
Salaries and Benefits (prior year)					$ 717,000
Salaries and Benefits (current year)					$ 252,947
Body Camera warranty (09-821)					$ 29,028
CCTY Security camera-maint. cost (09-821)					$ 2,688
REJIS PASS Subscriptions (09-826)					$ 1,104
Specialized Training Class (09-848)					$ 2,500
Online Training—CE Solutions (11-848)					$ 4,500
Personnel Equipment (09-707)					$ 6,678
Trauma Kit (09-710)					$ 1,000
Streetwise CAD (11-716)					$ 3,500
Total					**$1,020,945**
To **Capital Improvement Fund** for:					
Mobile Radar-11 vehicles (56-901)					$ 32,000
Parking Citation Tracking Software (56-901)					$ 17,000
Portable Radios (56-905)					$ 20,000
MILO (56-901)					$ 60,000
Firefighter Protective Gear (57-901)					$ 25,000
Total					**$ 154,000**
Total Transfers Out of Public Safety Fund					**$1,174,945**

Summary of Revenue and Expenditures Park Improvement Tax Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Sales Tax	795,521	834,924	806,000	862,700	879,950
Other Income	3,257	31,662	1,000	134,170	6,353
Total Revenue	**798,778**	**866,586**	**807,000**	**996,870**	**886,303**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Expenditures					
Parks and Recreation	765,709	731,595	767,214	674,412	979,566
Total Expenditures	**765,709**	**731,595**	**767,214**	**674,412**	**979,566**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Other Financing Sources (uses)					
Operating Transfer In	0	200,000	0	0	0
Operating Transfer Out	-50,000	-50,000	-50,000	-50,000	0
Total Other Financing Sources	**-50,000**	**150,000**	**-50,000**	**-50,000**	**0**

Summary of Revenue ***Park Improvement Tax Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Sales Tax					
Municipal Sales Tax	795,521	834,924	806,000	862,700	879,950
Sales Tax Total	**795,521**	**834,924**	**806,000**	**862,700**	**879,950**
Other Income					
Interest Income	3,257	6,662	1,000	7,700	6,353
Miscellaneous Income	0	25,000	0	126,470	0
Other Income Total	**3,257**	**31,662**	**1,000**	**134,170**	**6,353**
Total Revenue	**798,778**	**866,586**	**807,000**	**996,870**	**886,303**

Summary of Expenditures by Activity Park Improvement Tax Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Parks and Recreation					
Park Improvement	765,709	731,595	767,214	674,412	979,566
	765,709	**731,595**	**767,214**	**674,412**	**979,566**
Totals	**765,709**	**731,595**	**767,214**	**674,412**	**979,566**

Budgeted Expenditures by Type Park Improvement Tax Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Parks and Recreation						
Park Improvement	411,506	100,730	116,330	351,000	0	979,566
Parks and Recreation Total	**411,506**	**100,730**	**116,330**	**351,000**	**0**	**979,566**
Total	**411,506**	**100,730**	**116,330**	**351,000**	**0**	**979,566**

Summary of Revenue and Expenditures Police and Fire Pension Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Property Taxes	603,788	1,119,946	1,073,065	1,105,800	1,105,800
Other Income	10,053	19,886	10,000	22,000	22,000
Total Revenue	**613,841**	**1,139,832**	**1,083,065**	**1,127,800**	**1,127,800**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Expenditures					
Public Safety (Fire/Police)	579,727	1,130,487	1,112,905	1,109,000	1,115,315
Total Expenditures	**579,727**	**1,130,487**	**1,112,905**	**1,109,000**	**1,115,315**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**

Summary of Revenue ***Police and Fire Pension Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Property Taxes					
Real Estate Taxes - Current	521,173	995,127	957,065	990,000	990,000
Real Estate Taxes - Delinquent	-5,913	3,031	3,000	3,000	3,000
Personal Property taxes - Current	75,030	106,603	100,000	100,000	100,000
Personal Prop Taxes- Delinquent	3,812	4,874	3,000	3,000	3,000
Utility Real Property	9,686	10,311	10,000	9,800	9,800
Property Taxes Total	**603,788**	**1,119,946**	**1,073,065**	**1,105,800**	**1,105,800**
Other Income					
Interest Income	10,053	19,886	10,000	22,000	22,000
Other Income Total	**10,053**	**19,886**	**10,000**	**22,000**	**22,000**
Total Revenue	**613,841**	**1,139,832**	**1,083,065**	**1,127,800**	**1,127,800**

Summary of Expenditures by Activity Police and Fire Pension Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Public Safety (Fire/Police)					
Police & Fire Pension Trust	579,727	1,130,487	1,112,905	1,109,000	1,115,315
	579,727	**1,130,487**	**1,112,905**	**1,109,000**	**1,115,315**
Totals	**579,727**	**1,130,487**	**1,112,905**	**1,109,000**	**1,115,315**

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	1,112,315	0	3,000	0	0	1,115,315
Public Safety (Fire/Police) Total	**1,112,315**	**0**	**3,000**	**0**	**0**	**1,115,315**
Total	**1,112,315**	**0**	**3,000**	**0**	**0**	**1,115,315**

Summary of Revenue and Expenditures Street Improvement Tax Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Property Taxes	771,553	808,469	788,800	793,195	796,000
Other Income	15,295	26,242	10,000	22,000	26,000
Total Revenue	**786,848**	**834,711**	**798,800**	**815,195**	**822,000**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Expenditures					
Public Works	1,268,121	703,643	877,063	827,826	1,266,700
Total Expenditures	**1,268,121**	**703,643**	**877,063**	**827,826**	**1,266,700**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Other Financing Sources (uses)					
Operating Transfer Out	0	0	-75,000	-75,000	-150,000
Total Other Financing Sources	**0**	**0**	**-75,000**	**-75,000**	**-150,000**

Summary of Revenue ***Street Improvement Tax Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Property Taxes					
Real Estate Taxes - Current	656,604	691,060	677,800	685,000	685,000
Real Estate Taxes - Delinquent	4,644	2,340	5,000	2,000	5,000
Personal Property taxes - Current	93,500	96,519	90,000	90,000	90,000
Personal Prop Taxes- Delinquent	4,697	5,662	4,000	4,000	4,000
Utility Real Property	12,108	12,888	12,000	12,195	12,000
Property Taxes Total	**771,553**	**808,469**	**788,800**	**793,195**	**796,000**
Other Income					
Interest Income	15,295	26,242	10,000	22,000	26,000
Other Income Total	**15,295**	**26,242**	**10,000**	**22,000**	**26,000**
Total Revenue	**786,848**	**834,711**	**798,800**	**815,195**	**822,000**

Summary of Expenditures by Activity Street Improvement Tax Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Public Works					
Street Improvement	283,202	291,435	309,303	265,866	299,380
Street Projects	984,919	412,208	567,760	561,960	967,320
	1,268,121	**703,643**	**877,063**	**827,826**	**1,266,700**
Totals	**1,268,121**	**703,643**	**877,063**	**827,826**	**1,266,700**

Budgeted Expenditures by Type Street Improvement Tax Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Public Works						
Street Improvement	254,770	29,000	15,610	0	0	299,380
Street Projects	0	0	2,000	965,320	0	967,320
Public Works Total	**254,770**	**29,000**	**17,610**	**965,320**	**0**	**1,266,700**
Total	**254,770**	**29,000**	**17,610**	**965,320**	**0**	**1,266,700**

Summary of Revenue and Expenditures Capital Improvement Tax Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Sales Tax	1,547,536	1,567,071	1,563,200	1,563,200	1,594,500
Other Income	22,445	75,314	18,000	49,800	21,310
Total Revenue	**1,569,981**	**1,642,385**	**1,581,200**	**1,613,000**	**1,615,810**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Expenditures					
General Government	39,767	63,147	169,817	173,886	70,817
Public Safety (Fire/Police)	889,403	158,101	338,000	321,288	538,440
Public Works	526,181	1,079,750	998,127	912,385	564,128
Parks and Recreation	286,669	339,414	662,060	650,751	604,000
Planning & Development	0	2,821	0	0	0
Debt Service	0	0	0	0	0
Total Expenditures	**1,742,020**	**1,643,233**	**2,168,004**	**2,058,310**	**1,777,385**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Other Financing Sources (uses)					
Operating Transfer In	3,657	3,657	102,500	102,500	154,000
Operating Transfer Out	0	0	0	0	-170,554
Total Other Financing Sources	**3,657**	**3,657**	**102,500**	**102,500**	**-16,554**

Summary of Revenue ***Capital Improvement Tax Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Sales Tax					
Municipal Sales Tax	1,547,536	1,567,071	1,563,200	1,563,200	1,594,500
Sales Tax Total	**1,547,536**	**1,567,071**	**1,563,200**	**1,563,200**	**1,594,500**
Other Income					
Interest Income	4,502	6,914	3,000	9,000	6,310
Miscellaneous Income	17,943	68,400	15,000	40,800	15,000
Other Income Total	**22,445**	**75,314**	**18,000**	**49,800**	**21,310**
Total Revenue	**1,569,981**	**1,642,385**	**1,581,200**	**1,613,000**	**1,615,810**

Summary of Expenditures by Activity Capital Improvement Tax Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
General Government					
General Gov Capital Improvement	39,767	63,147	169,817	173,886	70,817
	39,767	**63,147**	**169,817**	**173,886**	**70,817**
Public Safety (Fire/Police)					
Police Capital Improvement	167,761	119,947	251,500	229,600	236,000
Fire Capital Improvement	721,642	38,154	86,500	91,688	302,440
	889,403	**158,101**	**338,000**	**321,288**	**538,440**
Public Works					
Public Works Capital Improvement	526,181	1,079,750	998,127	912,385	564,128
	526,181	**1,079,750**	**998,127**	**912,385**	**564,128**
Parks and Recreation					
Parks & Rec Capital Improvement	286,669	339,414	662,060	650,751	604,000
	286,669	**339,414**	**662,060**	**650,751**	**604,000**
Planning & Development					
Planning Capital Improvement	0	2,821	0	0	0
	0	**2,821**	**0**	**0**	**0**
Debt Service					
Capital Improvement Debt Service	0	0	0	0	0
	0	**0**	**0**	**0**	**0**
Totals	**1,742,020**	**1,643,233**	**2,168,004**	**2,058,310**	**1,777,385**

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	70,817	0	70,817
General Government Total	**0**	**0**	**0**	**70,817**	**0**	**70,817**
Public Safety (Fire/Police)						
Police Capital Improvement	0	0	0	236,000	0	236,000
Fire Capital Improvement	0	0	0	302,440	0	302,440
Public Safety (Fire/Police) Total	**0**	**0**	**0**	**538,440**	**0**	**538,440**
Public Works						
Public Works Capital Improvement	0	0	21,205	542,923	0	564,128
Public Works Total	**0**	**0**	**21,205**	**542,923**	**0**	**564,128**
Parks and Recreation						
Parks & Rec Capital Improvement	0	0	0	604,000	0	604,000
Parks and Recreation Total	**0**	**0**	**0**	**604,000**	**0**	**604,000**
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**	**21,205**	**1,756,180**	**0**	**1,777,385**

Summary of Revenue and Expenditures Grant Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Intergovernment Revenue	659,170	910,088	1,024,930	1,144,904	567,980
Total Revenue	**659,170**	**910,088**	**1,024,930**	**1,144,904**	**567,980**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Expenditures					
Public Safety (Fire/Police)	112,547	130,368	118,900	121,900	113,000
Public Works	567,810	127,003	444,280	446,642	247,730
Parks and Recreation	164,319	33,280	483,762	580,400	207,250
Total Expenditures	**844,676**	**290,651**	**1,046,942**	**1,148,942**	**567,980**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**

Summary of Revenue ***Grant Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Intergovernment Revenue					
Fire Grants	0	0	0	1,200	0
Police Grants	112,546	130,368	108,000	120,700	113,000
Parks & Rec Grants	472,918	245,100	481,400	576,362	207,250
Public Works Grants	73,706	534,620	435,530	446,642	247,730
Intergovernment Revenue Total	**659,170**	**910,088**	**1,024,930**	**1,144,904**	**567,980**
Total Revenue	**659,170**	**910,088**	**1,024,930**	**1,144,904**	**567,980**

Summary of Expenditures by Activity Grant Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Public Safety (Fire/Police)					
Police Grants	112,547	130,368	117,700	120,700	113,000
Fire Grants	0	0	1,200	1,200	0
	112,547	**130,368**	**118,900**	**121,900**	**113,000**
Public Works					
Grants	567,810	127,003	444,280	446,642	247,730
	567,810	**127,003**	**444,280**	**446,642**	**247,730**
Parks and Recreation					
Parks & Rec Grants	164,319	33,280	483,762	580,400	207,250
	164,319	**33,280**	**483,762**	**580,400**	**207,250**
Totals	**844,676**	**290,651**	**1,046,942**	**1,148,942**	**567,980**

Budgeted Expenditures by Type Grant Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Public Safety (Fire/Police)						
Police Grants	113,000	0	0	0	0	113,000
Fire Grants	0	0	0	0	0	0
Public Safety (Fire/Police) Total	**113,000**	**0**	**0**	**0**	**0**	**113,000**
Public Works						
Grants	0	0	0	247,730	0	247,730
Public Works Total	**0**	**0**	**0**	**247,730**	**0**	**247,730**
Parks and Recreation						
Parks & Rec Grants	0	0	0	207,250	0	207,250
Parks and Recreation Total	**0**	**0**	**0**	**207,250**	**0**	**207,250**
Total	**113,000**	**0**	**0**	**454,980**	**0**	**567,980**

Summary of Revenue and Expenditures Storm Water Improvement Tax	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Sales Tax	198,880	208,731	200,500	215,700	220,000
Other Income	3,134	3,956	2,000	5,160	5,479
Total Revenue	**202,014**	**212,687**	**202,500**	**220,860**	**225,479**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Expenditures					
Public Works	82,111	107,123	605,185	258,542	115,773
Total Expenditures	**82,111**	**107,123**	**605,185**	**258,542**	**115,773**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**

Summary of Revenue ***Storm Water Improvement Tax***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Sales Tax					
Municipal Sales Tax	198,880	208,731	200,500	215,700	220,000
Sales Tax Total	**198,880**	**208,731**	**200,500**	**215,700**	**220,000**
Other Income					
Interest Income	3,134	3,956	2,000	5,160	5,479
Other Income Total	**3,134**	**3,956**	**2,000**	**5,160**	**5,479**
Total Revenue	**202,014**	**212,687**	**202,500**	**220,860**	**225,479**

Summary of Expenditures by Activity Storm Water Improvement Tax	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Public Works					
Storm Water Improvement	82,111	107,123	605,185	258,542	115,773
	82,111	**107,123**	**605,185**	**258,542**	**115,773**
Totals	**82,111**	**107,123**	**605,185**	**258,542**	**115,773**

Budgeted Expenditures by Type Storm Water Improvement Tax	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Public Works						
Storm Water Improvement	32,043	1,330	72,400	10,000	0	115,773
Public Works Total	**32,043**	**1,330**	**72,400**	**10,000**	**0**	**115,773**
Total	**32,043**	**1,330**	**72,400**	**10,000**	**0**	**115,773**

Summary of Revenue and Expenditures Sewer Lateral Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Other Income	340,324	404,265	400,100	400,000	400,000
Total Revenue	**340,324**	**404,265**	**400,100**	**400,000**	**400,000**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Expenditures					
Public Works	440,201	365,174	445,179	303,373	342,533
Total Expenditures	**440,201**	**365,174**	**445,179**	**303,373**	**342,533**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**

Summary of Revenue ***Sewer Lateral Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Other Income					
Interest Income	-116	-94	0	0	0
Sewer Lateral Fees	340,440	404,359	400,100	400,000	400,000
Other Income Total	**340,324**	**404,265**	**400,100**	**400,000**	**400,000**
Total Revenue	**340,324**	**404,265**	**400,100**	**400,000**	**400,000**

Summary of Expenditures by Activity Sewer Lateral Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Public Works					
Sanitary Sewer Lateral Repair	440,201	365,174	445,179	303,373	342,533
	440,201	**365,174**	**445,179**	**303,373**	**342,533**
Totals	**440,201**	**365,174**	**445,179**	**303,373**	**342,533**

Budgeted Expenditures by Type Sewer Lateral Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Public Works						
Sanitary Sewer Lateral Repair	58,198	1,530	282,805	0	0	342,533
Public Works Total	**58,198**	**1,530**	**282,805**	**0**	**0**	**342,533**
Total	**58,198**	**1,530**	**282,805**	**0**	**0**	**342,533**

Summary of Revenue and Expenditures Old Webster Taxing District Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Property Taxes	50,558	52,142	40,000	40,000	40,000
Licenses	32,297	39,054	35,000	35,000	35,000
Other Income	340	784	300	1,000	1,000
Total Revenue	**83,195**	**91,980**	**75,300**	**76,000**	**76,000**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Expenditures					
Planning & Development	40,292	40,804	53,490	47,560	58,380
Total Expenditures	**40,292**	**40,804**	**53,490**	**47,560**	**58,380**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Other Financing Sources (uses)					
Operating Transfer Out	-31,240	-37,240	-37,980	-37,980	-39,322
Total Other Financing Sources	**-31,240**	**-37,240**	**-37,980**	**-37,980**	**-39,322**

Summary of Revenue ***Old Webster Taxing District Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Property Taxes					
Real Estate Taxes - Current	40,380	46,400	40,000	40,000	40,000
Real Estate Taxes - Delinquent	43	-1,033	0	0	0
Financial Institution	10,135	6,771	0	0	0
Interest on Property Taxes	0	4	0	0	0
Property Taxes Total	**50,558**	**52,142**	**40,000**	**40,000**	**40,000**
Licenses					
Merch/Manuf License	32,297	39,054	35,000	35,000	35,000
Licenses Total	**32,297**	**39,054**	**35,000**	**35,000**	**35,000**
Other Income					
Interest Income	340	784	300	1,000	1,000
Miscellaneous Income	0	0	0	0	0
Other Income Total	**340**	**784**	**300**	**1,000**	**1,000**
Total Revenue	**83,195**	**91,980**	**75,300**	**76,000**	**76,000**

Summary of Expenditures by Activity Old Webster Taxing District Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Planning & Development					
Old Webster Taxing District	40,292	40,804	53,490	47,560	58,380
	40,292	**40,804**	**53,490**	**47,560**	**58,380**
Totals	**40,292**	**40,804**	**53,490**	**47,560**	**58,380**

Budgeted Expenditures by Type Old Webster Taxing District Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Planning & Development						
Old Webster Taxing District	0	13,380	45,000	0	0	58,380
Planning & Development Total	**0**	**13,380**	**45,000**	**0**	**0**	**58,380**
Total	**0**	**13,380**	**45,000**	**0**	**0**	**58,380**

Summary of Revenue and Expenditures Old Orchard Taxing District Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Property Taxes	35,013	35,065	30,000	30,000	30,000
Licenses	21,302	24,463	22,000	22,000	22,000
Other Income	152	276	50	150	150
Total Revenue	**56,467**	**59,804**	**52,050**	**52,150**	**52,150**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Expenditures					
Planning & Development	28,183	22,902	41,890	38,015	33,340
Total Expenditures	**28,183**	**22,902**	**41,890**	**38,015**	**33,340**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Other Financing Sources (uses)					
Operating Transfer Out	-27,147	-33,438	-31,959	-31,959	-32,435
Total Other Financing Sources	**-27,147**	**-33,438**	**-31,959**	**-31,959**	**-32,435**

Summary of Revenue ***Old Orchard Taxing District Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Property Taxes					
Real Estate Taxes - Current	34,856	35,058	30,000	30,000	30,000
Real Estate Taxes - Delinquent	157	0	0	0	0
Interest on Property Taxes	0	7	0	0	0
Property Taxes Total	**35,013**	**35,065**	**30,000**	**30,000**	**30,000**
Licenses					
Merch/Manuf License	21,302	24,463	22,000	22,000	22,000
Licenses Total	**21,302**	**24,463**	**22,000**	**22,000**	**22,000**
Other Income					
Interest Income	152	276	50	150	150
Other Income Total	**152**	**276**	**50**	**150**	**150**
Total Revenue	**56,467**	**59,804**	**52,050**	**52,150**	**52,150**

Summary of Expenditures by Activity Old Orchard Taxing District Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Planning & Development					
Old Orchard Taxing District	28,183	22,902	41,890	38,015	33,340
	28,183	**22,902**	**41,890**	**38,015**	**33,340**
Totals	**28,183**	**22,902**	**41,890**	**38,015**	**33,340**

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	32,940	0	0	33,340
Planning & Development Total	**0**	**400**	**32,940**	**0**	**0**	**33,340**
Total	**0**	**400**	**32,940**	**0**	**0**	**33,340**

Summary of Revenue and Expenditures Crossroads Taxing District Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Property Taxes	15,101	15,124	15,500	15,675	15,500
Licenses	8,830	9,783	9,000	9,000	9,000
Total Revenue	**23,931**	**24,907**	**24,500**	**24,675**	**24,500**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Expenditures					
Planning & Development	8,427	6,757	11,450	9,150	31,400
Total Expenditures	**8,427**	**6,757**	**11,450**	**9,150**	**31,400**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Other Financing Sources (uses)					
Operating Transfer Out	-17,875	-20,360	-40,825	-20,825	-21,663
Total Other Financing Sources	**-17,875**	**-20,360**	**-40,825**	**-20,825**	**-21,663**

Summary of Revenue ***Crossroads Taxing District Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Property Taxes					
Real Estate Taxes - Current	15,965	15,623	15,500	15,675	15,500
Real Estate Taxes - Delinquent	-864	-503	0	0	0
Interest on Property Taxes	0	4	0	0	0
Property Taxes Total	**15,101**	**15,124**	**15,500**	**15,675**	**15,500**
Licenses					
Merch/Manuf License	8,830	9,783	9,000	9,000	9,000
Licenses Total	**8,830**	**9,783**	**9,000**	**9,000**	**9,000**
Total Revenue	**23,931**	**24,907**	**24,500**	**24,675**	**24,500**

Summary of Expenditures by Activity Crossroads Taxing District Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Planning & Development					
Crossroads Taxing District	8,427	6,757	11,450	9,150	31,400
	8,427	**6,757**	**11,450**	**9,150**	**31,400**
Totals	**8,427**	**6,757**	**11,450**	**9,150**	**31,400**

Budgeted Expenditures by Type Crossroads Taxing District Fund	**Personnel**	**Materials and Supplies**	**Contractual**	**Capital**	**Other**	**Total**
Planning & Development						
Crossroads Taxing District	0	1,500	25,900	2,000	2,000	31,400
Planning & Development Total	**0**	**1,500**	**25,900**	**2,000**	**2,000**	**31,400**
Total	**0**	**1,500**	**25,900**	**2,000**	**2,000**	**31,400**

Summary of Revenue and Expenditures General Obligation Debt Service	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Property Taxes	1,325,368	1,358,797	1,313,000	1,324,730	1,327,000
Other Income	5,446	9,468	6,000	8,000	6,000
Total Revenue	**1,330,814**	**1,368,265**	**1,319,000**	**1,332,730**	**1,333,000**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Expenditures					
Debt Service	1,178,662	1,182,712	1,182,500	2,949,233	1,114,900
Total Expenditures	**1,178,662**	**1,182,712**	**1,182,500**	**2,949,233**	**1,114,900**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**

Summary of Revenue ***General Obligation Debt Service***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Property Taxes					
Real Estate Taxes - Current	1,155,800	1,196,522	1,145,000	1,165,000	1,165,000
Real Estate Taxes - Delinquent	7,824	3,970	10,000	2,000	5,000
Personal Property taxes - Current	133,979	128,212	130,000	130,000	130,000
Personal Prop Taxes- Delinquent	7,182	8,183	7,000	7,000	7,000
Utility Real Property	20,583	21,910	21,000	20,730	20,000
Property Taxes Total	**1,325,368**	**1,358,797**	**1,313,000**	**1,324,730**	**1,327,000**
Other Income					
Interest Income	5,446	9,468	6,000	8,000	6,000
Other Income Total	**5,446**	**9,468**	**6,000**	**8,000**	**6,000**
Total Revenue	**1,330,814**	**1,368,265**	**1,319,000**	**1,332,730**	**1,333,000**

Summary of Expenditures by Activity General Obligation Debt Service	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Debt Service					
General Obligation Debt Service	1,178,662	1,182,712	1,182,500	2,949,233	1,114,900
	1,178,662	**1,182,712**	**1,182,500**	**2,949,233**	**1,114,900**
Totals	**1,178,662**	**1,182,712**	**1,182,500**	**2,949,233**	**1,114,900**

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	1,114,900	1,114,900
Debt Service Total	**0**	**0**	**0**	**0**	**1,114,900**	**1,114,900**
Total	**0**	**0**	**0**	**0**	**1,114,900**	**1,114,900**

Summary of Revenue and Expenditures Shoppes At Old Webster TIF Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Revenues					
Property Taxes	319,513	186,617	0	0	0
Sales Tax	173,554	69,428	0	0	0
Utility Taxes	3,442	3,515	0	0	0
Other Income	1,042	1,040	0	0	0
Total Revenue	**497,551**	**260,600**	**0**	**0**	**0**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Expenditures					
Debt Service	646,739	387,948	0	0	0
Total Expenditures	**646,739**	**387,948**	**0**	**0**	**0**

	2017 Actual	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**

Summary of Revenue ***Shoppes At Old Webster TIF Fund***	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Property Taxes					
Real Estate Taxes - Current	319,513	186,617	0	0	0
Real Estate Taxes - Delinquent	0	0	0	0	0
Property Taxes Total	**319,513**	**186,617**	**0**	**0**	**0**
Sales Tax					
Municipal Sales Tax	173,554	69,428	0	0	0
Sales Tax Total	**173,554**	**69,428**	**0**	**0**	**0**
Utility Taxes					
Water Gross Receipts	440	449	0	0	0
Gas Gross Receipts	664	678	0	0	0
Telephone Gross Receipts	1,265	1,292	0	0	0
Electric Gross Receipts	1,073	1,096	0	0	0
Utility Taxes Total	**3,442**	**3,515**	**0**	**0**	**0**
Other Income					
Interest Income	1,042	1,040	0	0	0
Other Income Total	**1,042**	**1,040**	**0**	**0**	**0**
Total Revenue	**497,551**	**260,600**	**0**	**0**	**0**

Summary of Expenditures by Activity Shoppes At Old Webster TIF Fund	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Debt Service					
Shoppes At Old Webster	646,739	387,948	0	0	0
	646,739	**387,948**	**0**	**0**	**0**
Totals	**646,739**	**387,948**	**0**	**0**	**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.

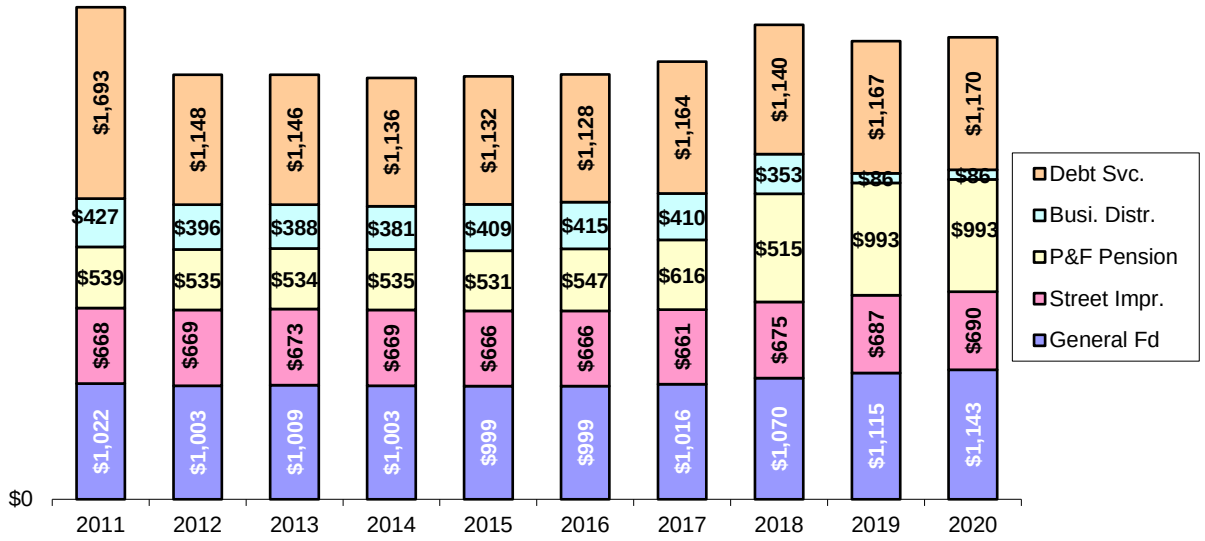
PROPERTY TAXES

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 $.798 for residential property, and $.763 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



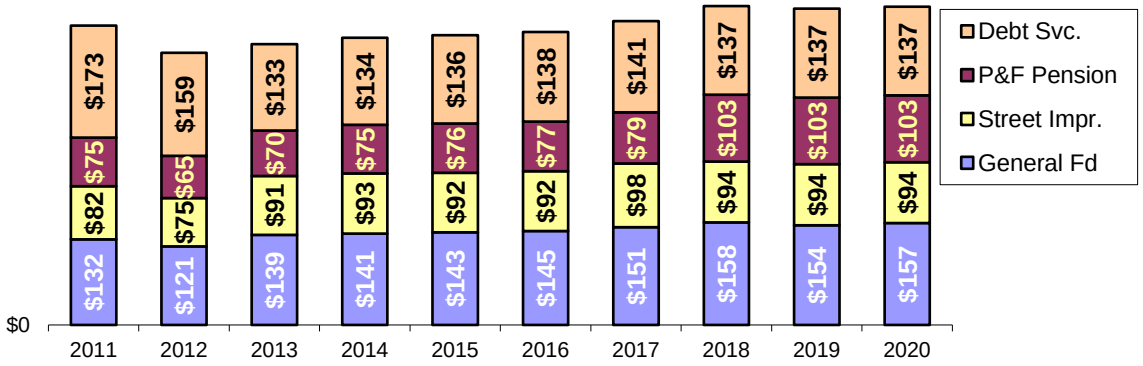
Combined Real Estate Tax Revenues are anticipated to be $4,048,335 in total for FY19, with an increase anticipated in FY20 for a total budgeted figure of $4,081,365. The increase is due to new construction within Webster Groves.

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 $488,320 in total for FY19, with a slight increase anticipated in FY20 for a total budgeted figure of $491,450.

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 2019	Fiscal Year 2020
General Fund	$18,300	$19,000
Street Improvement Fund	$12,195	$12,000
Police & Fire Pension Fund	$ 9,800	$ 9,800
Debt Retirement	$20,730	$20,000

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

Intergovernmental Revenues

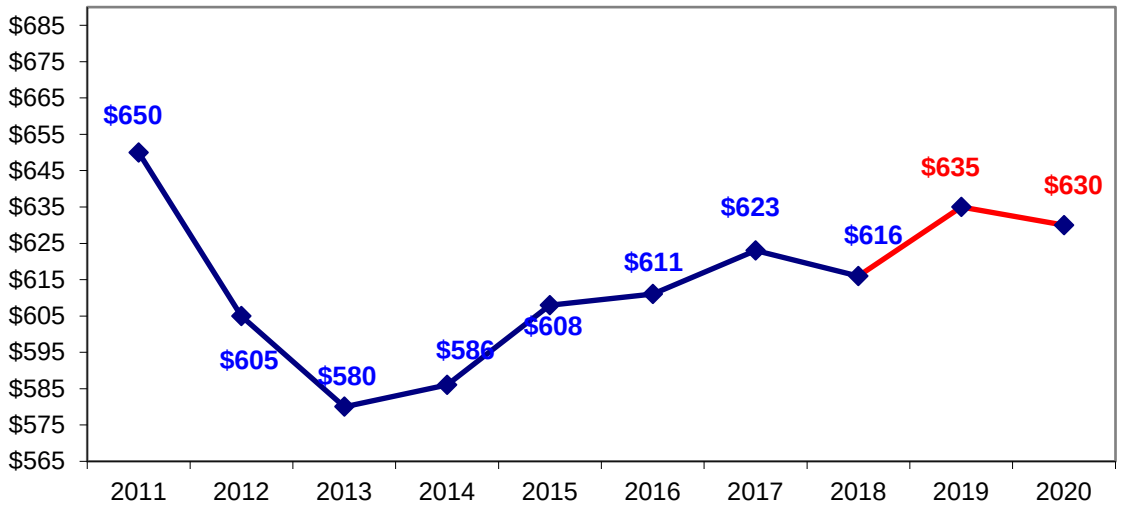
A. Missouri Gasoline Tax

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 FY19 per capita gasoline tax distribution will be approximately $27.40. Based on the City of Webster Groves' adjusted 2010 census population of 22,995, gasoline tax revenues are projected to be $630,000 in FY20, a slight decrease from the FY 2019 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
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	$615,530	-.5%
2019 Estimated	$635,000	1.9%
2020 Budget	$630,000	1.9%

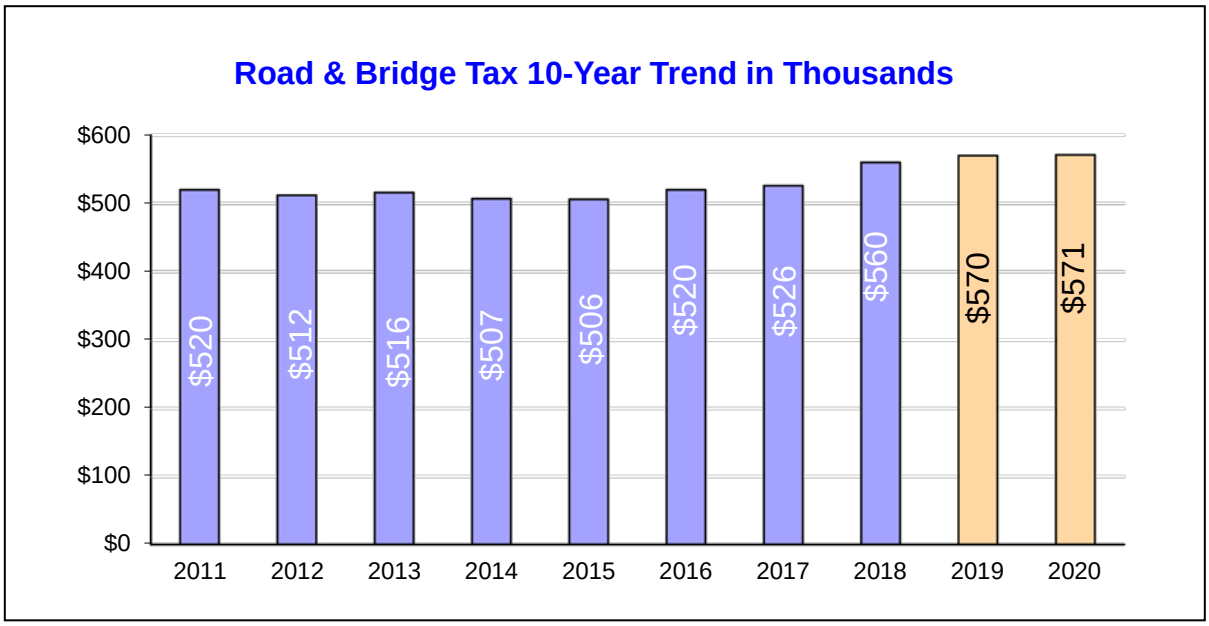
Missouri Gasoline Tax-10 Year Trend in Thousands



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 FY20 Road and Bridge Tax is expected to yield $571,000 net of collection fees and uncollectibles. 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
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	$560,703	6.4%
2019 Estimated	$569,850	.9%
2020 Budget	$571,000	.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 FY20 estimate. Per capita cigarette tax revenue is estimated at $2.04 in FY20. Based on the City of Webster Groves's adjusted 2010 census population of 22,995 residents, cigarette tax revenue is projected to be $47,000 in FY20. 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 FY20. 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 FY20. 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 $4.59 in FY20. Based on the City of Webster Groves's adjusted 2010 census population of 22,995 residents, motor vehicle fee revenue is projected to be $105,500 in FY20. Motor vehicle fees are credited to the General Fund.

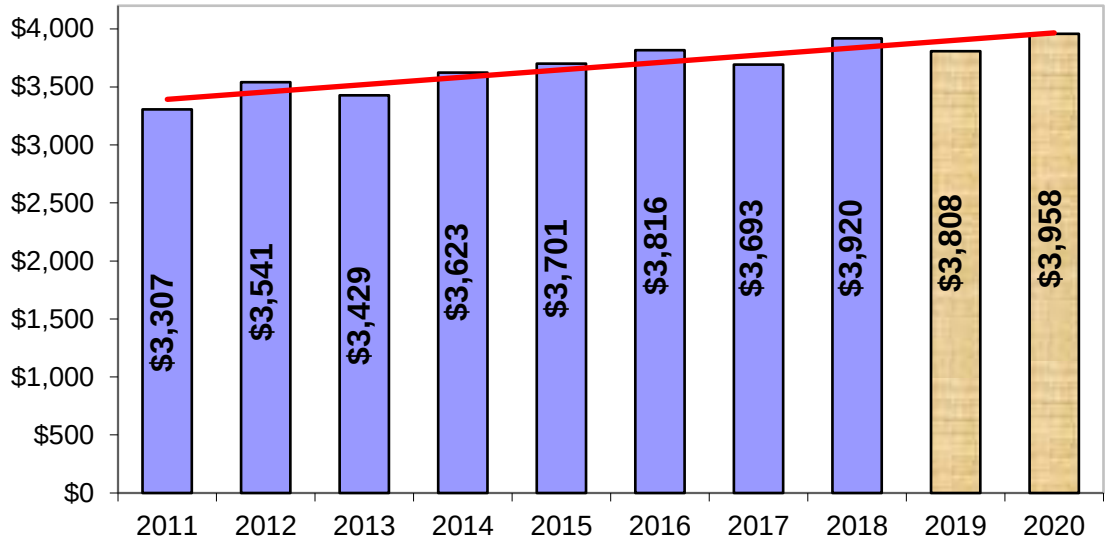
Sales Taxes

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 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 2017.

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 FY20 from the 1% sales tax and the ¼% local option tax are estimated at $3,958,400.

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 FY20, this tax is expected to generate $544,530 of revenue which will be credited to the General Fund.

D. Parks & Stormwater Sales Tax

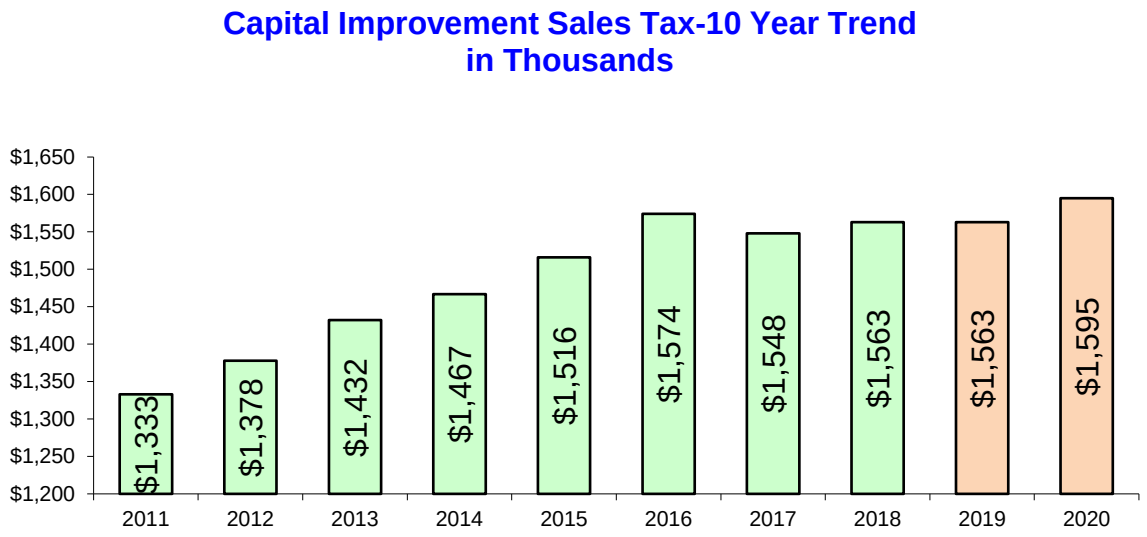
In April 1999, Webster Groves voters approved a measure which allows the City to levy an additional sales tax of one-half of one percent (0.5%) on all retail sales that take place within the City of Webster Groves's corporate boundaries. Under Missouri H.B. 88 in 1995, the enabling legislation for this 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 FY20, this tax is expected to generate $879,950 of revenue for the Park Improvement Fund and $20,000 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 $1,594,500 for FY20. 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 FY20, this tax is expected to generate $1,283,230 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 2020 budgeted revenue figures are $114,500, which is slightly lower than budgeted 2019 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. Business License

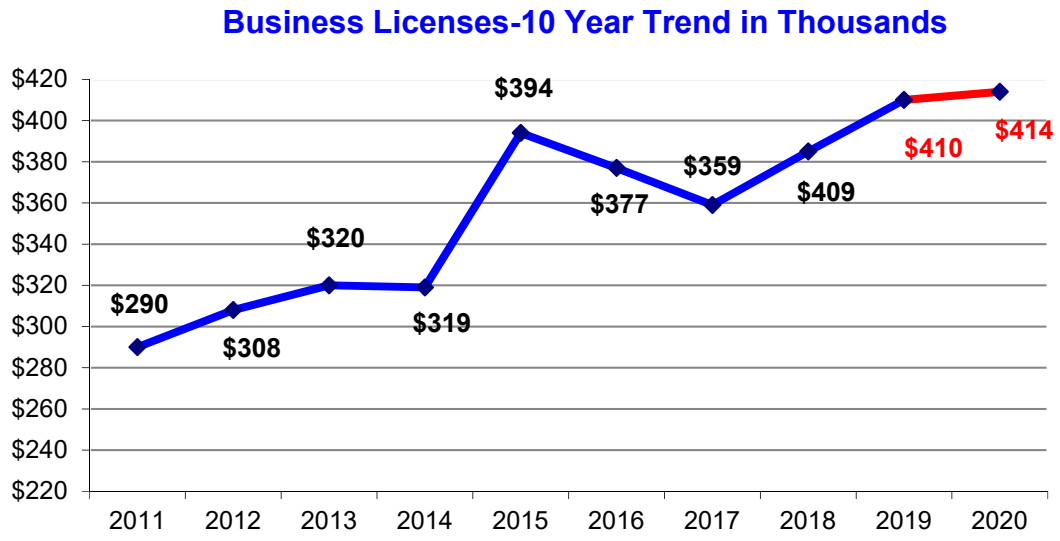
The City of Webster Groves charges local businesses a license fee to conduct business in Webster Groves. Every merchant, business, occupation and manufacturer in the City must pay a fee calculated as a percentage of annual gross receipts in order to obtain a business license. Business license fees are 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
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	$409,467	14.2%
2019 Est.	$410,000	.01%
2020 Budget	$414,100	.01%

For FY20, Business License Fees of $414,100 are expected, which is slightly higher than estimated FY19 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.

FY20 revenue predictions are expected to equal receipts from Estimated FY19 and is budgeted at $20,000 for FY20. 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 seven years, with decreases in revenues as a result. Therefore, the FY19 estimated figure is projected at $261,220 and the FY20 budgeted figure at $196,195.

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 FY19 of $660,000 is projected to be collected, which is slightly lower than the actual number that was collected in 2018. Revenues have leveled off since the spike in FY17. $650,000 has been budgeted for FY20 building permit fees. 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, $30,000 is budgeted for FY20. 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 $70.00 per inspection. The residential occupancy permit is $25 per household. Occupancy Permit Fee revenues are estimated at $21,000 for FY20. Occupancy permit fees are credited to the General Fund.

D. Contractor Registration Fees
Only licensed contractors or homeowners that have passed a homeowners test and signed an affidavit are allowed to obtain electrical or plumbing permits. The registration fee is $75.00. The City anticipates revenue to meet prior year budget levels for FY20, budgeting $72,500 for this line item. Contractor registration fee 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 $330,000 for FY20 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 $745,000 for FY20 based on the City's experience.

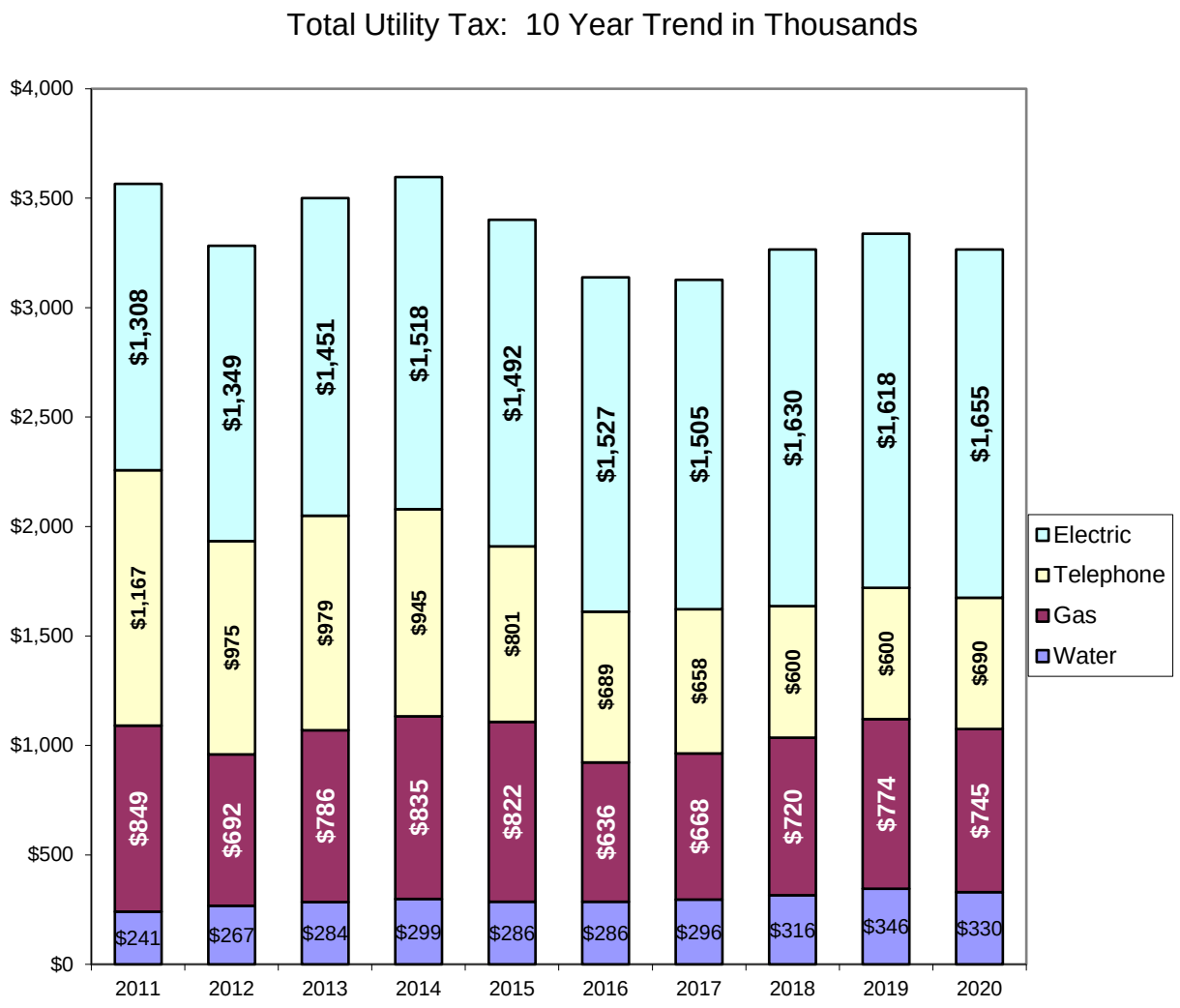
C. Gross Receipts Tax-Telephone
The City currently levies a 7% gross receipts tax on utilities doing business within the City. Multiple telephone companies provide local service to the City of Webster Groves. This tax is collected by the utility company and remitted to the City each subsequent month.

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 FY20 revenue for this item is budgeted at $600,000. 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 $1,590,000 for FY20.

In total, utility gross receipts are depicted in the table on the following page.



Year	Gross Receipts	Percent Change
2011	$3,564,738	-2.09%
2012	$3,282,390	-7.90%
2013	$3,498,507	6.58%
2014	$3,596,714	2.81%
2015	$3,400,922	-5.44%
2016	$3,138,223	-7.72%
2017	$3,128,955	-.30%
2018	$3,370,635	7.72%
2019 Est.	$3,338,020	.97%
2020 Budget	$3,265,000	2.19%

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 FY20 is expected to be slightly higher than the FY19 estimates of $600,000. Therefore, court revenue is budgeted at $615,000 for FY20 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 $300,000 for FY20 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 FY20 is expected to increase slightly to $436,825 with FY19 estimates of $428,260. 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 $468,500 for FY20. 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 3, 2019 through August 2, 2019. Fees per weekly session are $99 per resident and $110 per non-resident. The City projects revenue for this line item to reach $110,000 for FY20, which is slightly lower than the FY19 estimates of $123,240. 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 $4.50 each per day and $6 to participating non-residents per day. The Ice Arena hosts a number of programs, including Ice Rink Rental, a Party Room, Cosmic Skate, Special Events, Training Sessions and Hockey Camps. The City projects revenue for these three line items to reach $693,000 for FY20, which is a slight reduction from FY19 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 $362,500 for FY20, which is a decrease from estimated FY19 of $379,730. 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 $0-5.50 per resident, and $9 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 $323,500 for FY20, which is a small decrease from FY19 estimated figures of $336,965. 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 FY20 revenue is projected to be $15,000. 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 FY20, 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 FY20 are budgeted at $134,925 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 FY20 the City projects $400,000 in Sewer Lateral Fee revenue.

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 FY20, the City expects to receive $567,980 in grant revenues, credited to the Grant Fund.

Full-Time Personnel Summary		2018 Authorized	2019 Authorized	2020 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	1.00	1.00
Finance Total		**3.00**	**4.00**	**4.00**
Customer Support	Customer Support Technician	2.00	2.00	2.00
Customer Support 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	1.00	2.00	2.00
	Lieutenant	4.00	3.00	3.00
	Sergeant	6.00	6.00	6.00
	Patrol Officer	36.00	37.00	37.00

Full-Time Personnel Summary		2018 Authorized	2019 Authorized	2020 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		**50.00**	**51.00**	**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	1.00	0.00	1.00
	Building Maintenance Mechanic II	1.00	1.00	0.00
	Sr Maint Worker / Equip Operator	2.00	2.00	2.00
	Arborist	1.00	1.00	1.00
	Maintenance Worker II	4.00	4.00	4.00
	Maintenance Worker I	5.00	5.00	5.00
Street Maintenance Total		**16.00**	**15.00**	**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		2018 Authorized	2019 Authorized	2020 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	0.00	0.00
	Park Worker I	1.00	1.00	0.00
Parks Total		**4.75**	**2.75**	**1.75**
Parks Business District	Park Worker I	0.00	1.00	1.00
Parks Business District Total		**0.00**	**1.00**	**1.00**
Recreation	Parks & Recreation Director	0.50	0.50	0.50
	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		**4.75**	**4.75**	**4.75**
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	1.00	1.00	1.00
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
Planning Total		**2.00**	**2.00**	**2.00**

Full-Time Personnel Summary		2018 Authorized	2019 Authorized	2020 Authorized
Fund/Department/Program	**Position Title**			
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		**147.20**	**147.20**	**147.20**
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
	Civil Engineer	0.10	0.10	0.10

Full-Time Personnel Summary		2018 Authorized	2019 Authorized	2020 Authorized
Fund/Department/Program	**Position Title**			
Storm Water Improvement	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	0.50	0.50
	Parks Superintendent	0.75	0.75	0.75
	Horticulture Supervisor	1.00	1.00	1.00
	Park Worker II	1.00	1.00	0.00
	Park Worker I	2.00	1.00	4.00
Park Improvement Total		**5.00**	**4.25**	**6.25**
Park Improvement Tax Fund Total		**5.00**	**4.25**	**6.25**
All Personnel Total		**155.75**	**155.00**	**156.00**

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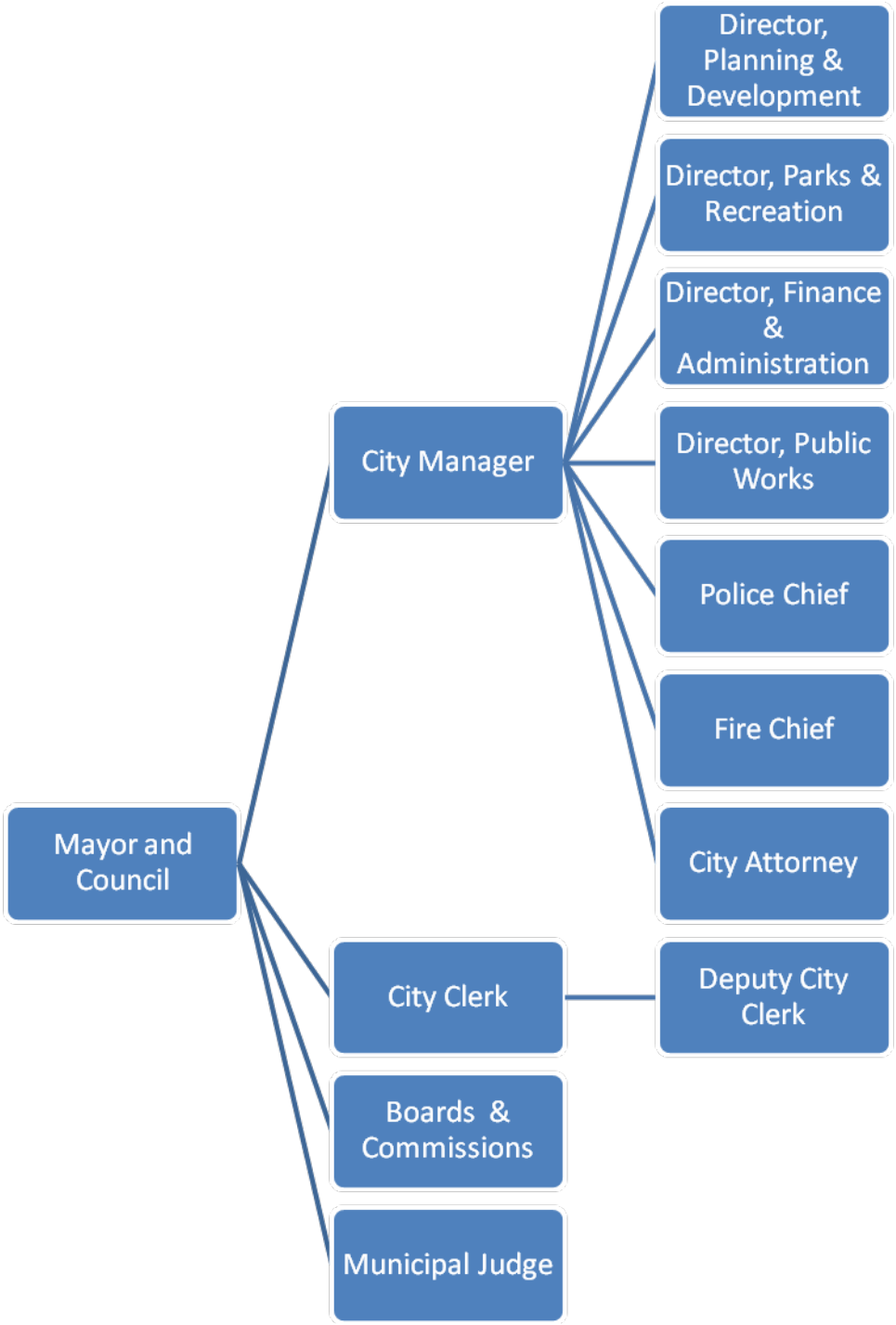

Mayor and Council
City Manager
City Clerk
Boards & Commissions
Municipal Judge
Director, Planning & Development
Director, Parks & Recreation
Director, Finance & Administration
Director, Public Works
Police Chief
Fire Chief
City Attorney
Deputy City Clerk

EXECUTIVE AND LEGISLATIVE

PERFORMANCE INDICATORS	Calendar Year 2016	Calendar Year 2017	Calendar Year 2018
Ordinances Passed	40	44	45
Resolutions Passed	39	49	53
Additions to Document center on Website	290	338	312
City Website Visits	296,096	281,433	299,525

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	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	3,936	3,635	4,098	3,754	3,754
700 Materials and Supplies	4,096	4,813	5,800	5,732	6,050
800 Contractural Services	29,903	31,096	34,150	29,972	37,150
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**37,935**	**39,544**	**44,048**	**39,458**	**46,954**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
602	Part-Time	3,650	3,370	3,800	3,480	3,480
609	Workers Compensation	7	7	8	8	8
696	F.I.C.A.	279	258	290	266	266
	Total	**3,936**	**3,635**	**4,098**	**3,754**	**3,754**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	349	-87	900	900	900
702	Office Supplies	2,718	2,726	3,000	3,000	3,100
718	Special Events	1,029	2,174	1,900	1,832	2,050
	Total	**4,096**	**4,813**	**5,800**	**5,732**	**6,050**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	1,875	0	0	0	0
812	Meetings & Conf	4,709	1,665	5,000	4,200	5,000
820	Elections	10,132	16,020	13,000	10,000	15,000
822	Memberships	10,172	10,172	10,750	10,572	10,750
829	Printing	0	0	200	100	200
830	Advertising	2,810	3,129	5,000	5,000	6,000
841	Publications	205	110	200	100	200
	Total	**29,903**	**31,096**	**34,150**	**29,972**	**37,150**

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

Funds are budgeted in FY 20 for a summer concert series, sculpture maintenance and the sustainability commission.

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

Program Request **Type of Expenditure**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
600 Personnel	0	0	0	0	0
700 Materials and Supplies	6,642	4,551	7,550	4,770	15,900
800 Contractural Services	14,570	14,451	37,825	34,425	41,625
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**21,212**	**19,002**	**45,375**	**39,195**	**57,525**

Personnel Schedule	**Number of Employees**		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	22	50	150	0	150
718	Special Events	6,620	4,501	7,400	4,770	15,750
	Total	**6,642**	**4,551**	**7,550**	**4,770**	**15,900**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	12,445	10,327	34,525	31,225	37,725
812	Meetings & Conf	0	0	300	0	300
829	Printing	116	126	300	0	300
830	Advertising	2,009	3,998	2,700	3,200	3,300
	Total	**14,570**	**14,451**	**37,825**	**34,425**	**41,625**

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	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	226,814	228,621	241,420	237,158	242,526
700 Materials and Supplies	2,260	1,379	1,150	1,150	1,320
800 Contractural Services	28,429	33,337	137,090	135,390	44,790
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**257,503**	**263,337**	**379,660**	**373,698**	**288,636**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	176,150	177,815	189,050	185,000	189,160
609	Workers Compensation	351	354	380	375	435
640	Deferred Compensation	14,036	14,213	15,125	14,800	15,424
656	Essex vision	277	289	315	315	315
691	Dental	2,368	1,056	1,600	1,500	1,500
693	Group Life	3,023	3,023	3,023	3,023	3,023
696	F.I.C.A.	11,383	11,016	10,702	10,920	11,035
697	Hospital & Medical	18,522	20,120	20,480	20,480	20,889
698	L-T Disability	704	735	745	745	745
	Total	**226,814**	**228,621**	**241,420**	**237,158**	**242,526**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	300	57	0	0	0
702	Office Supplies	278	501	350	250	340
703	Gasoline & Oil	620	810	600	900	780
730	Operational Equip	1,062	11	200	0	200
	Total	**2,260**	**1,379**	**1,150**	**1,150**	**1,320**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	10,775	12,825	116,500	115,000	21,500
812	Meetings & Conf	195	272	1,075	875	3,075
822	Memberships	2,427	2,525	2,800	2,800	2,800
826	Communications	924	918	915	915	915
832	Vehicle Maintenance	288	278	400	400	1,100
841	Publications	290	342	400	400	400
849	Public Reporting	13,530	16,177	15,000	15,000	15,000
	Total	**28,429**	**33,337**	**137,090**	**135,390**	**44,790**

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	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	4,403	16,106	17,644	18,777	8,006
700 Materials and Supplies	346	238	500	300	300
800 Contractural Services	148,929	239,614	207,625	300,725	173,625
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**153,678**	**255,958**	**225,769**	**319,802**	**181,931**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	0	0	8,047	7,175	0
602	Part-Time	4,083	14,934	8,315	8,820	6,690
609	Workers Compensation	8	30	30	30	39
696	F.I.C.A.	312	1,142	1,252	1,252	1,277
697	Hospital & Medical	0	0	0	1,500	0
	Total	**4,403**	**16,106**	**17,644**	**18,777**	**8,006**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
702	Office Supplies	346	238	500	300	300
	Total	**346**	**238**	**500**	**300**	**300**

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

Contractual		**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Account Number	**Account Title**					
803	Professional Services	147,662	238,989	206,000	300,000	172,000
812	Meetings & Conf	17	0	900	0	900
822	Memberships	1,250	625	725	725	725
	Total	**148,929**	**239,614**	**207,625**	**300,725**	**173,625**

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	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	170,619	178,223	186,688	185,383	189,485
700 Materials and Supplies	1,477	1,393	1,660	1,660	1,660
800 Contractural Services	1,100	285	3,065	2,990	1,395
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**173,196**	**179,901**	**191,413**	**190,033**	**192,540**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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	Account Number
General Government	**01 - 01 . 10**

Personnel Services						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	142,671	148,874	155,348	153,945	157,502
609	Workers Compensation	286	298	320	325	365
695	Overtime	988	538	1,000	1,000	1,000
696	F.I.C.A.	10,533	10,924	11,890	11,853	12,125
697	Hospital & Medical	16,141	17,589	18,130	18,260	18,493
	Total	**170,619**	**178,223**	**186,688**	**185,383**	**189,485**

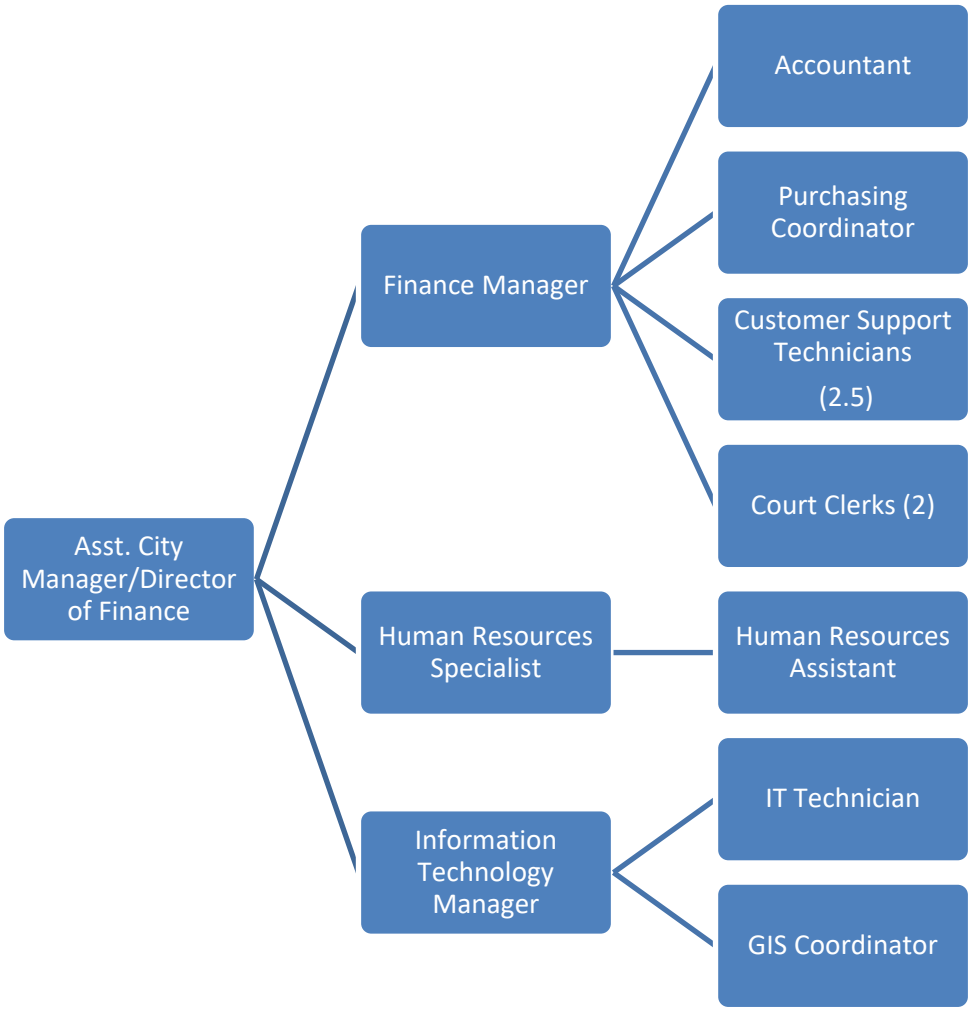
Fund	Program
General	**City Clerk**
Department	Account Number
General Government	**01 - 01 . 10**

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	0	0	200	200	200
702	Office Supplies	1,477	1,393	1,460	1,460	1,460
	Total	**1,477**	**1,393**	**1,660**	**1,660**	**1,660**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
812	Meetings & Conf	0	0	100	100	100
822	Memberships	200	285	385	310	395
848	Training & Education	900	0	2,580	2,580	900
	Total	**1,100**	**285**	**3,065**	**2,990**	**1,395**

Department of Finance & Administration



FINANCE AND ADMINISTRATION

PERFORMANCE INDICATORS	Calendar Year 2016	Calendar Year 2017	Calendar Year 2018
New Hires - Full Time	19	27	17
Court Cases Processed	8,400	8,386	8,691
Accounts Payable Checks	3,538	3,611	3,473
Written Purchase Orders	201	191	162
Employee Direct Deposits	10,300	9,741	9,981
Permits Issued	4,420	4,743	5,985
Licenses Issued	1,398	1,597	1,658
Parking Tickets Processed	2,369	2,196	2,345
Gift Certificates Sold	1,502	1,636	2,168
E-mail Messages Sent & Received	3,893,690	3,807,325	2,550,081
Spam Messages Stopped	287,473	285,457	221,079
Viruses Stopped	2,934	1,160	204

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	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	256,013	246,711	251,585	248,730	256,629
700 Materials and Supplies	5,346	6,042	6,775	7,148	7,195
800 Contractural Services	47,266	44,881	44,200	45,662	44,142
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**308,625**	**297,634**	**302,560**	**301,540**	**307,966**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	46,475	48,705	51,817	50,317	52,093
602	Part-Time	12,463	15,867	16,597	16,597	17,183
609	Workers Compensation	118	127	140	140	160
642	Pension	170,911	154,503	153,960	154,000	158,225
645	Misc Benefits & Awards	13,243	13,425	13,827	12,476	13,458
696	F.I.C.A.	3,895	4,376	5,234	5,120	5,300
697	Hospital & Medical	8,908	9,708	10,010	10,080	10,210
	Total	**256,013**	**246,711**	**251,585**	**248,730**	**256,629**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	111	0	50	0	0
702	Office Supplies	1,460	1,181	1,700	1,700	1,700
718	Special Events	3,775	4,861	5,025	5,448	5,495
	Total	**5,346**	**6,042**	**6,775**	**7,148**	**7,195**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	4,354	5,217	2,540	2,925	1,440
812	Meetings & Conf	2,035	2,563	2,500	2,500	2,500
821	Maintenance Contracts	17,025	17,253	17,491	17,783	18,637
822	Memberships	370	624	624	515	515
829	Printing	25	149	75	40	40
830	Advertising	4,375	5,293	4,000	3,617	4,000
840	Medical Examinations	6,126	4,387	3,770	5,082	3,810
841	Publications	3,396	2,680	2,200	2,200	2,200
848	Training & Education	9,560	6,715	11,000	11,000	11,000
	Total	**47,266**	**44,881**	**44,200**	**45,662**	**44,142**

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 2020 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	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	170,412	170,985	173,862	171,109	173,713
700 Materials and Supplies	2,544	1,673	2,800	4,035	2,800
800 Contractural Services	57,115	17,805	20,194	21,399	18,094
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**230,071**	**190,463**	**196,856**	**196,543**	**194,607**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	111,496	107,200	113,272	108,274	100,970
602	Part-Time	27,059	31,155	27,200	29,200	39,500
609	Workers Compensation	278	290	282	290	300
695	Overtime	4,045	4,206	4,500	5,000	4,500
696	F.I.C.A.	10,164	10,577	10,478	10,115	9,950
697	Hospital & Medical	17,370	17,557	18,130	18,230	18,493
	Total	**170,412**	**170,985**	**173,862**	**171,109**	**173,713**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	33	0	100	100	100
702	Office Supplies	2,511	1,673	2,600	2,600	2,600
730	Operational Equip	0	0	100	1,335	100
	Total	**2,544**	**1,673**	**2,800**	**4,035**	**2,800**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	38,560	600	2,600	1,600	1,600
810	Disposal Services	0	479	0	0	600
812	Meetings & Conf	2,002	2,335	1,550	1,600	2,450
821	Maintenance Contracts	12,123	10,716	11,700	13,778	9,000
822	Memberships	200	200	300	300	300
826	Communications	2,400	1,944	2,144	2,144	2,144
829	Printing	1,830	1,531	1,900	1,977	2,000
	Total	**57,115**	**17,805**	**20,194**	**21,399**	**18,094**

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 FY 2020 for the purchase and implementation of esuite software. Savings of $24,000 is recorded due to changes with the AT&T billing.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	314,473	341,474	362,643	367,050	337,722
700 Materials and Supplies	8,510	2,730	3,450	3,450	3,450
800 Contractural Services	134,648	132,066	151,510	150,019	123,447
900 Capital	0	0	0	0	10,800
950 Other	0	0	0	0	0
Totals	**457,631**	**476,270**	**517,603**	**520,519**	**475,419**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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	1.00	1.00
Full Time Personnel Total	**3.00**	**4.00**	**4.00**
Part Time Personnel			
Accounting/Purchasing Coordinator	0.75	0.00	0.00
Part Time Personnel Total	**0.75**	**0.00**	**0.00**

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

Personnel Services						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	237,752	280,598	300,016	304,180	276,142
602	Part-Time	30,229	4,253	0	0	0
609	Workers Compensation	534	568	625	700	640
613	Auto Allowance	863	825	900	900	900
695	Overtime	233	0	0	0	0
696	F.I.C.A.	19,766	20,865	22,950	23,270	21,125
697	Hospital & Medical	25,096	34,365	38,152	38,000	38,915
	Total	**314,473**	**341,474**	**362,643**	**367,050**	**337,722**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	4,883	49	300	300	300
702	Office Supplies	3,627	2,681	3,150	3,150	3,150
	Total	**8,510**	**2,730**	**3,450**	**3,450**	**3,450**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
811	Auditing	29,406	24,376	29,820	30,820	25,475
812	Meetings & Conf	8,941	7,095	8,595	9,152	7,750
821	Maintenance Contracts	22,970	26,032	27,195	27,195	29,287
822	Memberships	620	720	770	770	770
826	Communications	59,688	60,511	71,000	68,000	46,000
829	Printing	1,827	1,849	1,975	1,917	2,000
830	Advertising	0	458	500	500	500
831	Postage	7,915	7,978	8,000	8,000	8,000
834	Equip Maintenance	0	0	100	100	100
841	Publications	520	500	520	570	570
844	Lease/Purchase	2,481	2,412	2,500	2,460	2,460
848	Training & Education	280	135	535	535	535
	Total	**134,648**	**132,066**	**151,510**	**150,019**	**123,447**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
901	Operational Equipment	0	0	0	0	10,800
	Total	**0**	**0**	**0**	**0**	**10,800**

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 for computer and GIS consulting, a fiber internet connection and the usual computer replacements.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	182,612	187,057	190,536	190,067	195,634
700 Materials and Supplies	23,587	17,571	19,671	13,719	17,905
800 Contractural Services	121,566	133,976	161,470	138,935	187,105
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**327,765**	**338,604**	**371,677**	**342,721**	**400,644**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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	Account Number
General Government	**01 - 01 . 06**

Personnel Services						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	153,900	157,025	159,685	159,020	164,045
609	Workers Compensation	307	313	325	360	380
613	Auto Allowance	863	900	900	900	900
696	F.I.C.A.	11,691	11,900	12,215	12,247	12,550
697	Hospital & Medical	15,851	16,919	17,411	17,540	17,759
	Total	**182,612**	**187,057**	**190,536**	**190,067**	**195,634**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	133	95	150	50	150
702	Office Supplies	1,889	2,500	3,605	2,040	3,605
711	Hardware & Tools	77	97	100	0	100
716	Computer SW / HW	21,488	14,879	15,816	11,629	14,050
	Total	**23,587**	**17,571**	**19,671**	**13,719**	**17,905**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	6,984	2,441	15,500	3,875	17,500
812	Meetings & Conf	756	2,763	4,800	2,000	1,200
821	Maintenance Contracts	64,204	75,305	81,610	78,518	89,945
826	Communications	20,804	24,338	24,060	23,182	40,810
841	Publications	299	132	1,000	0	500
844	Lease/Purchase	28,159	28,238	32,000	31,000	34,000
848	Training & Education	360	759	2,500	360	3,150
	Total	**121,566**	**133,976**	**161,470**	**138,935**	**187,105**

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

Program Description

This program provides a Customer Support 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 Support**
Department	Account Number
General Government	**01 - 01 . 13**

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	100,679	102,571	107,480	111,387	117,142
700 Materials and Supplies	1,718	1,490	2,450	2,400	2,400
800 Contractural Services	5,740	2,921	3,240	2,312	1,955
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**108,137**	**106,982**	**113,170**	**116,099**	**121,497**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**
Full Time Personnel			
Customer Support Technician	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 Support**
Department: **General Government**	Account Number: **01 - 01 . 13**

Personnel Services						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	65,468	72,616	87,641	81,162	77,120
602	Part-Time	14,738	14,206	4,000	9,500	16,300
609	Workers Compensation	160	176	188	195	215
695	Overtime	1,152	1,352	1,000	2,200	2,000
696	F.I.C.A.	5,706	6,733	7,087	7,050	7,300
697	Hospital & Medical	13,455	7,488	7,564	11,280	14,207
	Total	**100,679**	**102,571**	**107,480**	**111,387**	**117,142**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	116	181	200	200	200
702	Office Supplies	1,444	1,309	2,050	2,000	2,000
730	Operational Equip	158	0	200	200	200
	Total	**1,718**	**1,490**	**2,450**	**2,400**	**2,400**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	2,452	2,456	1,900	1,500	800
829	Printing	3,288	465	840	612	955
834	Equip Maintenance	0	0	100	100	100
848	Training & Education	0	0	400	100	100
	Total	**5,740**	**2,921**	**3,240**	**2,312**	**1,955**

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 2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
600 Personnel	40,906	26,386	37,600	33,625	31,630
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	260,783	248,335	286,350	265,456	277,433
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**301,689**	**274,721**	**323,950**	**299,081**	**309,063**

Personnel Schedule	**Number of Employees**		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

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

Personnel Services						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
692	Unemployment	16,592	1,499	10,000	7,000	4,000
693	Group Life	17,090	17,474	19,350	18,225	19,130
698	L-T Disability	7,224	7,413	8,250	8,400	8,500
	Total	**40,906**	**26,386**	**37,600**	**33,625**	**31,630**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
804	Misc Insurance	1,743	1,743	1,800	1,743	1,743
809	Insurance	259,040	246,592	284,550	263,713	275,690
	Total	**260,783**	**248,335**	**286,350**	**265,456**	**277,433**

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 2020 for Microsoft Office license upgrades, network attached storage replacements, Rec Trac upgrade server and equipment, 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	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 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	39,767	63,147	169,817	173,886	70,817
950 Other	0	0	0	0	0
Totals	**39,767**	**63,147**	**169,817**	**173,886**	**70,817**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
901	Operational Equipment	-15,981	0	0	0	0
904	Computer Equipment	55,748	63,147	169,817	173,886	70,817
	Total	**39,767**	**63,147**	**169,817**	**173,886**	**70,817**

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

For FY 2020, the LAGERS rate for Police is 14.5%, an increase from 13.7% last year. The rate for Fire Department decreased to 15.7% from last year's rate of 16.2%. Also included is the rate of 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	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	576,804	1,127,487	1,109,905	1,106,000	1,112,315
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	2,923	3,000	3,000	3,000	3,000
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**579,727**	**1,130,487**	**1,112,905**	**1,109,000**	**1,115,315**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
642	Pension	539,037	967,591	955,000	938,000	930,815
643	Non-Uniform Pension	2,301	121,107	112,905	122,000	133,000
693	Group Life	14,945	17,185	18,000	19,000	20,000
698	L-T Disability	20,521	21,604	24,000	27,000	28,500
	Total	**576,804**	**1,127,487**	**1,109,905**	**1,106,000**	**1,112,315**

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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	2,923	3,000	3,000	3,000	3,000
	Total	**2,923**	**3,000**	**3,000**	**3,000**	**3,000**

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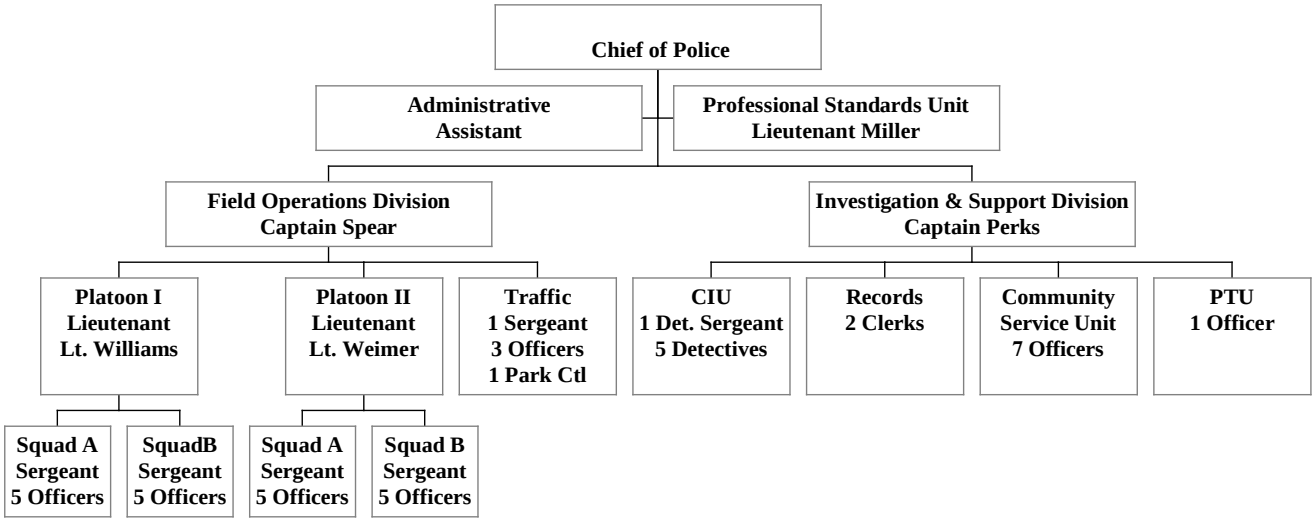
WEBSTER GROVES
POLICE DEPARTMENT



POLICE DEPARTMENT

PERFORMANCE INDICATORS	Calendar Year 2016	Calendar Year 2017	Calendar Year 2018
Total Arrests	555	660	819
Traffic Citations	8,719	8,241	8,200
Parking Citations	2,740	2,772	2,780
Man-hours of Training	1,751	2,227	2,486
Calls For Service	26,307	24,910	26,703
Police Reports Written	2,243	2,318	2,070
Criminal Investigations	179	193	231

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

This year's budget includes an additional officer. This will allow the department to establish a hybrid position responsible for parking control, traffic enforcement and traffic liaison to business districts. This allows elimination of the civilian parking control position and provides additional sworn resources for details and special events requiring police officer coverage.

Also included is $29,000 for storage and retrieval of video/audio recordings from officer body cameras.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	3,753,419	4,038,276	4,199,523	4,146,887	4,339,619
700 Materials and Supplies	73,585	89,478	86,124	91,550	103,308
800 Contractural Services	234,703	254,731	258,703	242,208	287,073
900 Capital	0	15,703	0	0	0
950 Other	0	0	0	0	0
Totals	**4,061,707**	**4,398,188**	**4,544,350**	**4,480,645**	**4,730,000**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**
Full Time Personnel			
Police Chief	1.00	1.00	1.00
Police Captain	1.00	2.00	2.00
Lieutenant	4.00	3.00	3.00
Sergeant	6.00	6.00	6.00
Patrol Officer	36.00	37.00	3700
Administrative Assistant	1.00	1.00	1.00
Administrative Clerk / Secretary	1.00	1.00	1.00
Full Time Personnel Total	**50.00**	**51.00**	**51.00**
Part Time Personnel			
Parking Control Officer	0.75	0.75	0.00
Part Time Personnel Total	**0.75**	**0.75**	**0.00**

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

Personnel Services						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	2,985,145	3,155,129	3,290,213	3,238,312	3,404,428
602	Part-Time	23,327	24,209	25,390	14,925	0
609	Workers Compensation	92,045	126,896	121,000	130,000	133,177
639	Personnel Allowance	48,136	48,475	54,145	53,825	57,700
694	Holiday Pay	106,210	113,029	137,622	122,000	142,925
695	Overtime	74,895	116,412	85,000	90,000	90,000
696	F.I.C.A.	48,224	52,642	59,000	57,825	58,828
697	Hospital & Medical	375,437	401,484	427,153	440,000	452,561
	Total	**3,753,419**	**4,038,276**	**4,199,523**	**4,146,887**	**4,339,619**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	239	509	500	500	500
702	Office Supplies	5,372	6,204	2,075	6,000	4,000
703	Gasoline & Oil	46,319	62,365	56,000	56,000	59,000
704	Food	1,541	789	750	850	900
705	Audio / Visual Sup	0	641	500	500	500
706	Munitions	4,089	3,151	7,962	7,980	7,980
707	Personnel Equipment	12,731	11,027	13,900	15,025	18,603
710	First Aid Supplies	141	508	550	550	1,800
730	Operational Equip	3,153	4,284	3,887	4,145	10,025
	Total	**73,585**	**89,478**	**86,124**	**91,550**	**103,308**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	15,893	20,280	19,730	19,620	20,970
812	Meetings & Conf	4,339	1,559	6,870	6,970	7,650
821	Maintenance Contracts	18,309	11,167	33,414	33,734	66,205
822	Memberships	5,482	7,450	6,085	6,090	6,140
826	Communications	70,576	69,495	81,454	81,454	85,858
829	Printing	2,259	985	3,750	3,750	3,850
831	Postage	639	156	275	275	275
832	Vehicle Maintenance	32,830	63,669	61,100	44,600	49,600
833	Radio Maintenance	405	0	1,500	1,500	1,500
834	Equip Maintenance	777	3,439	1,000	1,000	1,000
838	Laundry Service	6,600	5,400	7,200	7,200	7,200
841	Publications	0	272	400	0	400
848	Training & Education	17,973	18,956	22,675	22,765	23,175
857	Pay Other Agencies	12,000	12,000	12,000	12,000	12,000
858	Neighborhood Watch	137	0	1,250	1,250	1,250
863	Forfeiture Expenses	46,484	39,903	0	0	0
	Total	**234,703**	**254,731**	**258,703**	**242,208**	**287,073**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
901	Operational Equipment	0	10,833	0	0	0
904	Computer Equipment	0	4,870	0	0	0
	Total	**0**	**15,703**	**0**	**0**	**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	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	2,774	2,628	2,800	2,800	3,000
800 Contractural Services	396,645	436,989	411,924	411,000	452,960
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**399,419**	**439,617**	**414,724**	**413,800**	**455,960**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

Fund			Program			
General			**Police Shared Services**			
Department			Account Number			
Public Safety (Fire/Police)			**01 - 02 . 19**			
Materials and Supplies		**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Account Number	**Account Title**					
702	Office Supplies	2,774	2,628	2,800	2,800	3,000
	Total	**2,774**	**2,628**	**2,800**	**2,800**	**3,000**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	396,645	436,989	410,364	411,000	452,960
821	Maintenance Contracts	0	0	1,560	0	0
	Total	**396,645**	**436,989**	**411,924**	**411,000**	**452,960**

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. The revenue source for this program is the one- half cent Capital Improvement Sales Tax.

Budget Highlights

Funds are budgeted this year for the purchase of a Firearms Automated Training System (MILO), an automated parking control system, and Police portable radios. Also included is the routine purchase of three additional vehicles, mobile radar for eleven 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	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 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	167,761	119,947	251,500	229,600	236,000
950 Other	0	0	0	0	0
Totals	**167,761**	**119,947**	**251,500**	**229,600**	**236,000**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

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

Capital		**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Account Number	**Account Title**					
901	Operational Equipment	4,200	0	128,500	113,000	109,000
902	Vehicle Equipment	147,561	86,645	108,000	98,600	92,000
904	Computer Equipment	16,000	13,519	10,000	13,000	15,000
905	Radio & Electronic Equip	0	19,783	5,000	5,000	20,000
	Total	**167,761**	**119,947**	**251,500**	**229,600**	**236,000**

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	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	112,547	123,788	108,000	111,000	113,000
700 Materials and Supplies	0	3,100	0	0	0
800 Contractural Services	0	0	0	0	0
900 Capital	0	3,480	9,700	9,700	0
950 Other	0	0	0	0	0
Totals	**112,547**	**130,368**	**117,700**	**120,700**	**113,000**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

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

Personnel Services						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	84,087	95,421	83,000	86,000	88,000
695	Overtime	28,460	28,367	25,000	25,000	25,000
	Total	**112,547**	**123,788**	**108,000**	**111,000**	**113,000**

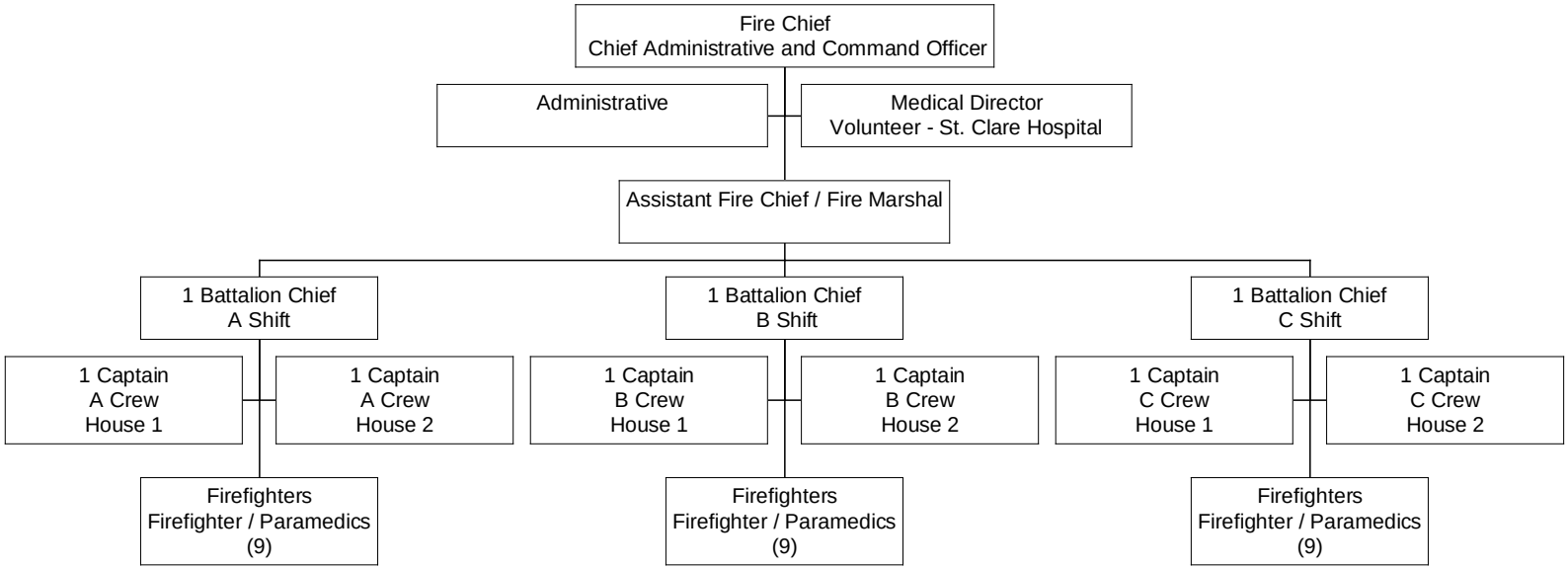
Fund	Program
Grant	**Police Grants**
Department	Account Number
Public Safety (Fire/Police)	**04 - 02 . 33**

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
707	Personnel Equipment	0	3,100	0	0	0
	Total	**0**	**3,100**	**0**	**0**	**0**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
902	Vehicle Equipment	0	0	9,700	9,700	0
905	Radio & Electronic Equip	0	3,480	0	0	0
	Total	**0**	**3,480**	**9,700**	**9,700**	**0**

City of Webster Groves Fire Department
Command Structure



FIRE DEPARTMENT

PERFORMANCE INDICATORS	Calendar Year 2016	Calendar Year 2017	Calendar Year 2018
Fire Truck Emergency Responses	1,169	1,124	902
Ambulance Runs	1,601	1,981	2,068
Safety Inspections	701	714	818
Man-hours of Training	6,526	12,251	12,756
Smoke Detectors Serviced or Installed	66	42	85
Fire Hydrants Inspected and Tested	832	862	702

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 program, equipment and staffing for both fire and EMS services.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	3,717,395	3,894,744	3,837,456	3,849,724	3,987,932
700 Materials and Supplies	95,557	98,313	100,012	89,030	98,758
800 Contractural Services	100,875	121,029	121,850	110,755	118,615
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**3,913,827**	**4,114,086**	**4,059,318**	**4,049,509**	**4,205,305**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	2,714,540	2,842,801	2,816,088	2,851,369	2,951,340
609	Workers Compensation	194,812	209,454	180,000	173,900	195,000
639	Personnel Allowance	39,871	43,263	44,140	44,015	45,895
694	Holiday Pay	111,843	111,070	116,038	113,000	119,090
695	Overtime	196,266	214,289	197,500	197,000	210,500
696	F.I.C.A.	42,147	45,388	44,080	46,990	50,510
697	Hospital & Medical	356,927	366,327	379,610	363,450	354,397
699	Fair Labor Standard Pay	60,989	62,152	60,000	60,000	61,200
	Total	**3,717,395**	**3,894,744**	**3,837,456**	**3,849,724**	**3,987,932**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	603	788	850	800	1,000
702	Office Supplies	4,292	3,175	3,500	3,800	4,250
703	Gasoline & Oil	21,292	27,662	31,500	20,300	21,700
705	Audio / Visual Sup	0	149	0	0	0
707	Personnel Equipment	24,719	24,074	16,600	15,000	15,000
708	Custodial Supplies	2,953	3,255	4,000	4,500	5,000
709	Chemicals	2,623	2,648	3,000	3,000	3,500
710	First Aid Supplies	23,125	22,551	23,000	25,000	27,000
711	Hardware & Tools	651	551	1,000	1,000	1,000
716	Computer SW / HW	8,920	8,919	9,682	9,640	13,958
718	Special Events	1,863	2,530	2,800	2,000	2,800
730	Operational Equip	4,516	2,011	4,080	3,990	3,550
	Total	**95,557**	**98,313**	**100,012**	**89,030**	**98,758**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
810	Disposal Services	1,581	2,125	2,000	1,920	2,000
812	Meetings & Conf	1,984	994	2,800	2,350	3,400
821	Maintenance Contracts	6,531	6,849	7,260	5,710	5,710
822	Memberships	1,984	2,516	3,320	3,100	2,925
824	Electricity	7,465	7,482	8,000	8,000	8,000
825	Gas	1,580	2,216	2,000	2,000	2,000
826	Communications	5,918	5,726	6,800	6,800	6,700
827	Water & Sewer	1,885	1,600	2,000	2,000	2,000
829	Printing	771	663	700	700	1,000
831	Postage	118	150	200	200	250
832	Vehicle Maintenance	34,483	44,854	35,000	35,000	35,000
833	Radio Maintenance	2,000	1,183	2,650	2,000	2,500
834	Equip Maintenance	6,756	5,763	6,200	5,800	6,200
835	Bldg Contract Maint	3,671	9,103	4,800	4,300	5,100
838	Laundry Service	8,412	7,754	9,000	8,800	9,000
840	Medical Examinations	7,975	8,307	9,630	9,630	9,630
841	Publications	1,255	1,345	1,350	1,345	1,350
848	Training & Education	6,506	12,399	18,140	11,100	15,850
	Total	**100,875**	**121,029**	**121,850**	**110,755**	**118,615**

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. 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 Self Contained Breathing Apparatus along with the continued replacement of fire gear.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	0	16,200	0	0	0
900 Capital	721,642	21,954	86,500	91,688	302,440
950 Other	0	0	0	0	0
Totals	**721,642**	**38,154**	**86,500**	**91,688**	**302,440**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	0	16,200	0	0	0
	Total	**0**	**16,200**	**0**	**0**	**0**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
901	Operational Equipment	13,740	17,094	25,000	35,688	281,000
902	Vehicle Equipment	678,463	0	56,000	56,000	13,000
904	Computer Equipment	8,980	160	0	0	8,440
906	Contract Construction	20,459	4,700	5,500	0	0
	Total	**721,642**	**21,954**	**86,500**	**91,688**	**302,440**

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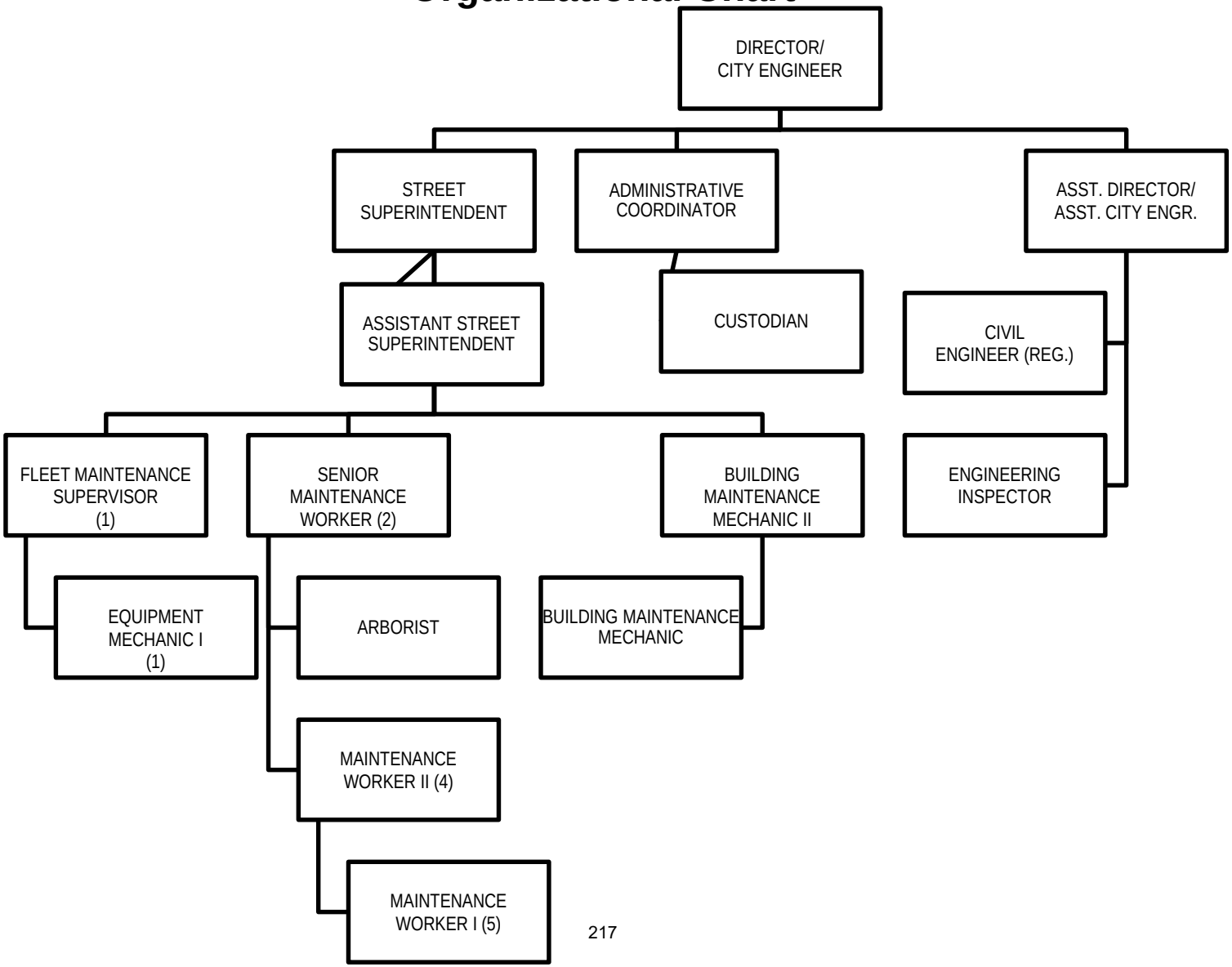
Department of Public Works
Organizational Chart



PUBLIC WORKS

PERFORMANCE INDICATORS	Calendar Year 2016	Calendar Year 2017	Calendar Year 2018
Potholes Patched	91	46	49
Feet of Yellow/White Line Striping Painted	35,842	34,995	35,409
Excavation Permits Processed	368	439	442
Street Excavations Backfilled & Paved	40	69	55
Sewer Lateral Repairs Approved	132	143	91
Seasonal Banners Installed	558	482	294
Regulatory & Street Name Signs Installed	357	327	91

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

No new major expenditures are being budgeted for the Admin/Engineering budget for FY 2020.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	219,749	245,489	221,838	215,320	223,812
700 Materials and Supplies	2,280	3,048	3,220	3,037	3,390
800 Contractural Services	14,664	12,817	14,685	13,255	15,300
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**236,693**	**261,354**	**239,743**	**231,612**	**242,502**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	183,933	205,593	181,305	175,830	183,159
609	Workers Compensation	1,702	1,957	1,785	1,840	1,975
696	F.I.C.A.	13,701	15,428	13,870	13,450	14,010
697	Hospital & Medical	20,413	22,511	24,878	24,200	24,668
	Total	**219,749**	**245,489**	**221,838**	**215,320**	**223,812**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	48	291	300	277	300
702	Office Supplies	1,349	1,684	1,460	1,360	1,800
703	Gasoline & Oil	712	889	970	965	1,050
707	Personnel Equipment	171	169	190	180	190
711	Hardware & Tools	0	15	300	255	50
	Total	**2,280**	**3,048**	**3,220**	**3,037**	**3,390**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	1,408	-294	550	500	500
812	Meetings & Conf	3,010	2,586	2,840	1,900	2,840
814	Land/Building Rental	8,603	8,861	9,370	9,630	9,910
822	Memberships	396	401	360	370	475
826	Communications	630	579	640	400	640
829	Printing	125	111	250	255	260
831	Postage	0	0	100	0	100
832	Vehicle Maintenance	432	573	500	200	500
834	Equip Maintenance	24	0	0	0	0
859	Recording Fees	36	0	75	0	75
	Total	**14,664**	**12,817**	**14,685**	**13,255**	**15,300**

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 2020, funds include the purchase of 1,250 tons of road salt that was utilized during the past winter season. A new sign making machine (Summa Cutter) is budgeted to work with Windows 10. The public parking lots at City Hall/Masonic, Dale and Log Cabin are scheduled for a routine maintenance sealcoat in the FY 2020 budget.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	885,581	927,162	900,542	855,948	916,380
700 Materials and Supplies	141,607	122,216	163,730	163,035	178,210
800 Contractural Services	256,651	240,298	247,105	206,166	217,028
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**1,283,839**	**1,289,676**	**1,311,377**	**1,225,149**	**1,311,618**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**
Full Time Personnel			
Street Superintendent	1.00	1.00	1.00
Asst Street Superintendent	1.00	1.00	1.00
Building Maintenance Mechanic	1.00	0.00	1.00
Building Maintenance Mechanic II	1.00	1.00	0.00
Sr Maint Worker / Equip Operator	2.00	2.00	2.00
Arborist	1.00	1.00	1.00
Maintenance Worker II	4.00	4.00	4.00
Maintenance Worker I	5.00	5.00	5.00
Full Time Personnel Total	**16.00**	**15.00**	**15.00**

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

Personnel Services						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	676,746	702,997	669,685	636,648	683,670
609	Workers Compensation	33,846	51,323	47,900	49,985	55,000
695	Overtime	8,037	5,728	10,000	7,000	10,000
696	F.I.C.A.	50,767	52,300	51,995	49,315	53,445
697	Hospital & Medical	116,185	114,814	120,962	113,000	114,265
	Total	**885,581**	**927,162**	**900,542**	**855,948**	**916,380**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	247	383	400	400	400
702	Office Supplies	1,439	1,188	1,360	1,360	1,360
703	Gasoline & Oil	30,273	43,259	39,810	42,240	43,100
704	Food	383	390	500	425	500
707	Personnel Equipment	4,667	5,085	5,500	5,100	5,500
708	Custodial Supplies	442	360	500	400	450
710	First Aid Supplies	0	59	100	100	100
711	Hardware & Tools	1,230	1,608	1,800	1,800	1,800
712	Maint Materials	25,035	25,676	58,750	61,000	25,000
713	Traffic Control Sup	9,722	9,461	11,500	7,700	8,000
714	Snow & Ice Control	66,887	33,792	38,100	37,100	83,300
730	Operational Equip	1,282	955	2,000	2,000	8,700
751	Area Maint Materials	0	0	3,410	3,410	0
	Total	**141,607**	**122,216**	**163,730**	**163,035**	**178,210**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	3,750	1,639	2,100	2,100	2,100
810	Disposal Services	17,825	1,920	2,500	0	2,500
812	Meetings & Conf	14	910	1,440	1,200	1,400
821	Maintenance Contracts	6,127	6,620	9,600	9,400	3,500
822	Memberships	365	375	365	380	385
823	Street Lights	172,933	176,160	165,000	138,400	138,400
824	Electricity	4,148	4,308	4,700	4,510	4,700
825	Gas	5,546	5,860	5,400	4,600	5,400
826	Communications	2,778	2,566	3,200	2,350	3,000
829	Printing	305	347	350	379	380
832	Vehicle Maintenance	16,532	15,096	18,000	15,000	16,000
834	Equip Maintenance	20,179	18,785	20,000	16,000	18,000
846	Traffic Signal Repair	1,380	1,332	3,000	1,000	3,000
848	Training & Education	1,000	850	3,000	2,700	4,595
850	Parking Lot Lighting	3,931	3,530	3,800	3,500	3,800
851	Area Contract Maint	-162	0	4,650	4,647	9,868
	Total	**256,651**	**240,298**	**247,105**	**206,166**	**217,028**

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 2020 funds include a training class for Freightliner Electrical for our dump trucks. A nitrogen dispenser is requested for replacing air in fleet vehicle tires with nitrogen.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	124,468	129,361	133,051	132,987	137,266
700 Materials and Supplies	13,741	13,464	14,250	12,330	15,350
800 Contractural Services	899	982	1,400	700	2,300
900 Capital	8,700	0	0	0	8,700
950 Other	0	0	0	0	0
Totals	**147,808**	**143,807**	**148,701**	**146,017**	**163,616**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	106,494	109,406	111,713	111,713	114,790
609	Workers Compensation	3,059	3,609	3,614	4,045	4,380
695	Overtime	0	552	1,500	950	1,500
696	F.I.C.A.	8,081	8,381	8,660	8,619	8,896
697	Hospital & Medical	6,834	7,413	7,564	7,660	7,700
	Total	**124,468**	**129,361**	**133,051**	**132,987**	**137,266**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
703	Gasoline & Oil	1,662	0	0	0	0
707	Personnel Equipment	2,107	2,081	2,200	2,100	2,200
708	Custodial Supplies	104	400	400	380	400
711	Hardware & Tools	388	660	750	0	750
717	Shop Supplies	7,880	8,310	9,500	8,500	9,000
730	Operational Equip	1,600	2,013	1,400	1,350	3,000
	Total	**13,741**	**13,464**	**14,250**	**12,330**	**15,350**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
810	Disposal Services	143	226	400	400	400
832	Vehicle Maintenance	621	556	800	300	700
841	Publications	135	0	0	0	0
848	Training & Education	0	200	200	0	1,200
	Total	**899**	**982**	**1,400**	**700**	**2,300**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
901	Operational Equipment	8,700	0	0	0	8,700
	Total	**8,700**	**0**	**0**	**0**	**8,700**

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

FY 2020 funds provide for repairs of the cables on the Fire Department garage door. The cleaning of the carpet at City Hall is scheduled for this fiscal year. An automatic door opener button for ADA accessibility is planned for the East entrance to City Hall. New conference room chairs are being purchased for the Police Department conference room and the City Hall conference room chairs are being scheduled to be replaced as well.

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

Program Request **Type of Expenditure**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
600 Personnel	0	0	0	0	0
700 Materials and Supplies	15,756	15,878	13,920	15,535	17,800
800 Contractural Services	115,175	139,221	136,630	131,764	140,224
900 Capital	7,236	727	1,000	0	21,370
950 Other	0	0	0	0	0
Totals	**138,167**	**155,826**	**151,550**	**147,299**	**179,394**

Personnel Schedule	**Number of Employees**		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	0	80	100	0	100
703	Gasoline & Oil	0	0	300	300	300
705	Audio / Visual Sup	248	272	270	255	280
708	Custodial Supplies	4,140	5,185	4,650	4,400	4,600
711	Hardware & Tools	207	64	200	200	200
730	Operational Equip	0	0	0	0	1,920
735	Bldg Maint Materials	10,739	9,931	8,000	10,000	10,000
751	Area Maint Materials	422	346	400	380	400
	Total	**15,756**	**15,878**	**13,920**	**15,535**	**17,800**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	801	9,266	850	850	850
814	Land/Building Rental	10,535	10,450	11,460	11,400	11,400
821	Maintenance Contracts	1,451	2,884	4,500	3,930	7,600
824	Electricity	85,725	84,716	90,300	91,580	93,200
825	Gas	1,766	2,095	2,200	2,200	2,250
826	Communications	221	248	820	800	850
827	Water & Sewer	5,623	7,543	8,100	6,600	7,600
835	Bldg Contract Maint	5,595	5,529	6,400	5,800	6,250
837	Heating / AC Maint	3,458	16,490	12,000	8,604	10,224
	Total	**115,175**	**139,221**	**136,630**	**131,764**	**140,224**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
903	Office Equipment	0	0	0	0	9,370
907	Building Improvements	7,236	727	1,000	0	12,000
	Total	**7,236**	**727**	**1,000**	**0**	**21,370**

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

FY 2020 includes funds for the exterior painting of the Service Center, garage door repairs in the wash bay, and outbuilding LED lighting for both Public Works and Parks.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	5,335	6,301	7,450	6,400	8,950
800 Contractural Services	44,063	43,023	49,490	47,081	51,990
900 Capital	7,449	0	0	0	27,440
950 Other	0	0	0	0	0
Totals	**56,847**	**49,324**	**56,940**	**53,481**	**88,380**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	9	0	50	0	50
705	Audio / Visual Sup	170	0	400	400	400
708	Custodial Supplies	1,808	1,963	2,200	2,000	2,200
710	First Aid Supplies	0	0	100	0	100
711	Hardware & Tools	23	208	100	0	100
735	Bldg Maint Materials	3,325	4,130	4,600	4,000	6,100
	Total	**5,335**	**6,301**	**7,450**	**6,400**	**8,950**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
804	Misc Insurance	250	250	250	250	250
807	Testing Services	-212	400	1,000	1,426	1,050
810	Disposal Services	72	0	0	0	0
821	Maintenance Contracts	2,594	2,535	5,570	5,000	5,500
823	Street Lights	487	489	520	450	500
824	Electricity	15,621	13,597	18,000	17,500	18,000
825	Gas	6,554	9,266	7,750	7,700	7,800
827	Water & Sewer	5,246	5,352	4,400	3,755	4,890
834	Equip Maintenance	1,930	788	1,000	1,000	1,000
835	Bldg Contract Maint	10,609	10,346	11,000	10,000	11,000
837	Heating / AC Maint	912	0	0	0	2,000
	Total	**44,063**	**43,023**	**49,490**	**47,081**	**51,990**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
907	Building Improvements	7,449	0	0	0	27,440
	Total	**7,449**	**0**	**0**	**0**	**27,440**

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 2020.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	250,874	252,682	259,443	241,243	254,770
700 Materials and Supplies	20,037	23,113	29,160	13,843	29,000
800 Contractural Services	12,291	15,640	20,700	10,780	15,610
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**283,202**	**291,435**	**309,303**	**265,866**	**299,380**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	201,951	203,648	206,705	190,623	202,645
609	Workers Compensation	1,024	907	703	640	675
642	Pension	10,758	9,081	9,301	9,150	8,715
693	Group Life	312	291	350	350	350
696	F.I.C.A.	14,677	14,721	15,810	14,585	15,505
697	Hospital & Medical	21,697	23,598	26,064	25,370	26,350
698	L-T Disability	455	436	510	525	530
	Total	**250,874**	**252,682**	**259,443**	**241,243**	**254,770**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	0	0	100	0	100
702	Office Supplies	1,313	1,648	2,500	2,500	2,300
703	Gasoline & Oil	625	766	860	848	900
707	Personnel Equipment	208	244	300	300	300
711	Hardware & Tools	300	251	400	350	400
712	Maint Materials	17,591	20,204	25,000	9,845	25,000
	Total	**20,037**	**23,113**	**29,160**	**13,843**	**29,000**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	0	5,301	6,500	0	2,000
809	Insurance	8,825	8,850	9,000	9,000	9,000
812	Meetings & Conf	1,104	0	1,480	280	1,020
816	Equipment Rental	185	0	0	0	0
822	Memberships	320	330	400	340	410
826	Communications	1,024	1,012	1,040	1,160	1,200
829	Printing	88	147	200	0	100
831	Postage	0	0	80	0	80
832	Vehicle Maintenance	29	0	500	0	500
834	Equip Maintenance	0	0	500	0	300
836	Towing	0	0	120	0	120
841	Publications	0	0	200	0	200
848	Training & Education	550	0	600	0	600
856	Street Light Maint	166	0	0	0	0
859	Recording Fees	0	0	80	0	80
	Total	**12,291**	**15,640**	**20,700**	**10,780**	**15,610**

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 2020 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. Funds for the annual chip seal program are requested as we start the program in full force this fiscal year.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	55,441	438	3,000	200	2,000
900 Capital	929,478	411,770	564,760	561,760	965,320
950 Other	0	0	0	0	0
Totals	**984,919**	**412,208**	**567,760**	**561,960**	**967,320**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	55,441	0	0	0	0
807	Testing Services	0	438	3,000	200	2,000
	Total	**55,441**	**438**	**3,000**	**200**	**2,000**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
906	Contract Construction	929,478	411,770	554,760	554,760	965,320
908	ROW Acquisitions	0	0	10,000	7,000	0
	Total	**929,478**	**411,770**	**564,760**	**561,760**	**965,320**

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 2020 for the purchase of a motorized centerline striper and thermoplastic pre-melting kettle, and a one ton roller for the Public Works Department. Funds are included for the milling and resurfacing of asphalt pavements that were constructed over 20 years ago and are nearing the end of their useful life. Funds are also included for traffic signal upgrades to the signals at Elm and Glendale and Kirkham at Newport. Two passenger fleet vehicles are due for replacement in FY 2020 along with a single axle dump truck. Funds will be used for the construction of the Big Bend Sidewalk Phase 1 project.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	11,285	0	25,000	22,640	21,205
900 Capital	514,896	1,079,750	973,127	889,745	542,923
950 Other	0	0	0	0	0
Totals	**526,181**	**1,079,750**	**998,127**	**912,385**	**564,128**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	11,285	0	25,000	22,640	21,205
	Total	**11,285**	**0**	**25,000**	**22,640**	**21,205**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
901	Operational Equipment	0	138,788	241,431	211,585	297,190
902	Vehicle Equipment	99,052	283,624	100,000	92,585	183,800
906	Contract Construction	415,754	551,886	609,846	565,000	61,933
907	Building Improvements	90	105,452	11,850	10,725	0
909	Area Improvements	0	0	10,000	9,850	0
	Total	**514,896**	**1,079,750**	**973,127**	**889,745**	**542,923**

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

Grant Funds have been received for the Big Bend Sidewalk Phase 1 project in the amount of $247,730.00.

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

Program Request **Type of Expenditure**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	19,634	0	8,750	11,112	0
900 Capital	548,176	127,003	435,530	435,530	247,730
950 Other	0	0	0	0	0
Totals	**567,810**	**127,003**	**444,280**	**446,642**	**247,730**

Personnel Schedule	**Number of Employees**		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	19,634	0	8,750	11,112	0
	Total	**19,634**	**0**	**8,750**	**11,112**	**0**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
906	Contract Construction	548,176	127,003	435,530	435,530	247,730
	Total	**548,176**	**127,003**	**435,530**	**435,530**	**247,730**

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 2020 budget reflects a decrease in expenditures for TV inspection and reimbursements due to a lower volume of applications this fiscal year.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	56,481	62,558	56,894	56,908	58,198
700 Materials and Supplies	1,314	1,272	2,110	925	1,530
800 Contractural Services	382,406	301,344	386,175	245,540	282,805
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**440,201**	**365,174**	**445,179**	**303,373**	**342,533**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	44,923	50,316	44,511	44,640	45,740
609	Workers Compensation	218	212	147	120	145
642	Pension	2,337	2,119	2,003	2,008	1,968
693	Group Life	78	78	85	85	85
696	F.I.C.A.	3,223	3,642	3,405	3,415	3,500
697	Hospital & Medical	5,601	6,084	6,628	6,520	6,640
698	L-T Disability	101	107	115	120	120
	Total	**56,481**	**62,558**	**56,894**	**56,908**	**58,198**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	0	0	100	0	100
702	Office Supplies	671	614	1,020	575	900
703	Gasoline & Oil	433	486	660	160	200
707	Personnel Equipment	210	172	290	190	290
711	Hardware & Tools	0	0	40	0	40
	Total	**1,314**	**1,272**	**2,110**	**925**	**1,530**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	24,304	20,635	24,800	17,100	20,000
809	Insurance	2,175	2,175	2,175	2,175	2,175
826	Communications	394	388	400	365	430
832	Vehicle Maintenance	194	0	200	0	200
852	Sewer Lateral Reimbursem	355,339	278,146	358,600	225,900	260,000
	Total	**382,406**	**301,344**	**386,175**	**245,540**	**282,805**

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 2020 provides funds for the design of a culvert on Newport Avenue at Yeatman to replace the existing culvert that is in poor condition.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	31,774	37,336	31,295	31,157	32,043
700 Materials and Supplies	732	644	1,450	850	1,330
800 Contractural Services	3,468	67,603	12,440	720	72,400
900 Capital	46,137	1,540	560,000	225,815	10,000
950 Other	0	0	0	0	0
Totals	**82,111**	**107,123**	**605,185**	**258,542**	**115,773**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	25,644	30,724	24,745	24,710	25,500
609	Workers Compensation	141	142	90	87	94
642	Pension	1,333	1,195	1,113	1,118	1,097
693	Group Life	36	38	40	40	40
696	F.I.C.A.	1,855	2,246	1,893	1,901	1,951
697	Hospital & Medical	2,707	2,928	3,350	3,235	3,295
698	L-T Disability	58	63	64	66	66
	Total	**31,774**	**37,336**	**31,295**	**31,157**	**32,043**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
702	Office Supplies	513	478	1,170	580	1,050
707	Personnel Equipment	219	130	230	230	230
711	Hardware & Tools	0	36	50	40	50
	Total	**732**	**644**	**1,450**	**850**	**1,330**

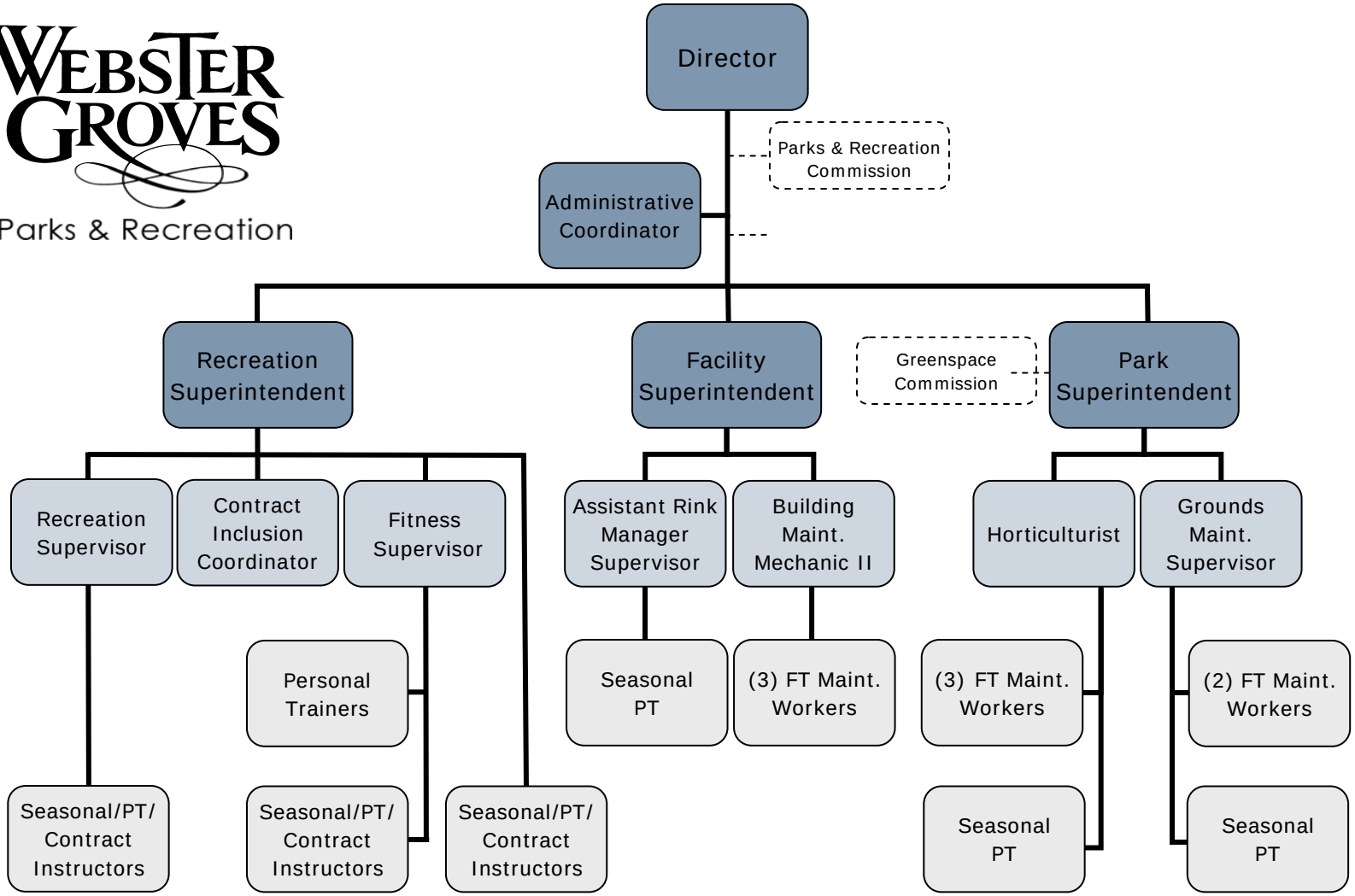
Fund	Program
Storm Water Improvement Tax	**Storm Water Improvement**
Department	Account Number
Public Works	**29 - 03 . 67**

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	2,060	66,582	10,000	0	70,000
812	Meetings & Conf	831	846	1,040	490	1,000
829	Printing	62	0	150	0	150
830	Advertising	0	0	500	0	500
831	Postage	0	0	50	0	50
848	Training & Education	425	175	500	200	500
859	Recording Fees	90	0	200	30	200
	Total	**3,468**	**67,603**	**12,440**	**720**	**72,400**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
906	Contract Construction	46,137	1,540	560,000	225,815	10,000
	Total	**46,137**	**1,540**	**560,000**	**225,815**	**10,000**

Department of Parks and Recreation



PARKS AND RECREATION

PERFORMANCE INDICATORS	Calendar Year 2016	Calendar Year 2017	Calendar Year 2018
Trees Planted	300	300	484
Recreation Program Participants	10,206	10,103	10,097
Room/Gym Rental Participants	37,255	34,475	39,645
Hockey / Learn to Skate Participants	123,527	127,233	133,594
Swim Lessons / Programs	1,966	2,002	2,398
Rink Session Participants	19,142	20,290	15,497
Fitness Center Members	1,745	1,795	1,852
Fitness Program Participants	1,766	3,501	2,998

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

Budget includes an 86% increase in PT staff for additional staffing to maintain Deer Creek Greenway improvements and minimum wage increases.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	288,561	146,742	185,846	144,607	159,597
700 Materials and Supplies	56,103	38,520	41,390	38,490	39,490
800 Contractural Services	118,477	133,073	142,826	126,480	139,980
900 Capital	0	20,000	5,000	5,000	16,000
950 Other	0	0	0	0	0
Totals	**463,141**	**338,335**	**375,062**	**314,577**	**355,067**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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	0.00	0.00
Park Worker I	1.00	1.00	0.00
Full Time Personnel Total	**4.75**	**2.75**	**1.75**
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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	157,052	104,930	123,345	90,264	93,925
602	Part-Time	12,488	2,188	11,655	11,655	21,749
603	Salaries - Bus District	33,697	0	0	0	0
604	Part-time Bus district	19,124	0	0	0	0
609	Workers Compensation	5,641	5,291	4,824	4,385	5,315
695	Overtime	2,839	500	6,493	6,493	6,493
696	F.I.C.A.	15,370	7,754	10,240	7,710	9,345
697	Hospital & Medical	42,350	26,079	29,289	24,100	22,770
	Total	**288,561**	**146,742**	**185,846**	**144,607**	**159,597**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	189	25	230	230	230
702	Office Supplies	1,370	1,232	1,500	1,500	1,200
703	Gasoline & Oil	11,547	14,663	15,900	13,000	14,000
707	Personnel Equipment	1,246	831	750	750	850
708	Custodial Supplies	1,342	1,990	2,000	2,000	2,000
710	First Aid Supplies	34	50	50	50	50
711	Hardware & Tools	1,429	1,729	1,475	1,475	1,475
712	Maint Materials	1,499	1,528	1,700	1,700	1,700
715	Grounds Supplies	896	1,030	1,200	1,200	1,200
718	Special Events	780	0	375	375	575
724	Commodities - Bus District	18,171	411	0	0	0
730	Operational Equip	5,907	4,794	5,655	5,655	5,655
735	Bldg Maint Materials	1,898	1,736	1,950	1,950	1,950
751	Area Maint Materials	9,795	8,501	8,605	8,605	8,605
	Total	**56,103**	**38,520**	**41,390**	**38,490**	**39,490**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
810	Disposal Services	0	0	1,000	0	500
812	Meetings & Conf	717	1,075	1,450	1,450	1,450
816	Equipment Rental	-450	0	400	400	400
821	Maintenance Contracts	51,165	59,828	58,846	49,500	59,500
823	Street Lights	3,530	3,355	3,700	3,700	3,700
824	Electricity	11,123	12,734	13,000	13,000	13,000
826	Communications	948	770	480	480	480
827	Water & Sewer	20,335	31,037	35,500	32,500	32,500
832	Vehicle Maintenance	8,100	6,263	8,700	5,700	8,700
834	Equip Maintenance	17,063	15,675	16,500	16,500	16,500
835	Bldg Contract Maint	1,146	237	1,000	1,000	1,000
848	Training & Education	50	392	500	500	500
851	Area Contract Maint	4,750	1,707	1,750	1,750	1,750
	Total	**118,477**	**133,073**	**142,826**	**126,480**	**139,980**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
901	Operational Equipment	0	0	5,000	5,000	16,000
909	Area Improvements	0	20,000	0	0	0
	Total	**0**	**20,000**	**5,000**	**5,000**	**16,000**

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

Funds are included for a 21.6% increase in PT staffing, repair and replacement of gutters and downspouts, LED lights in gymnasium, new online registration software and hosted database for Rec programs and memberships. All utilities have been moved into this account for ease in tracking and accountability.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	540,546	550,486	521,069	544,247	576,729
700 Materials and Supplies	83,692	86,743	87,718	81,029	136,110
800 Contractural Services	178,027	181,628	195,542	206,517	496,763
900 Capital	0	0	0	0	16,000
950 Other	0	0	0	0	0
Totals	**802,265**	**818,857**	**804,329**	**831,793**	**1,225,602**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**
Full Time Personnel			
Parks & Recreation Director	0.50	0.50	0.50
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	**4.75**	**4.75**	**4.75**
Part Time Personnel			
Rec Aides/Leaders	3.00	3.00	3.00
Day Camp Staff	2.75	2.75	4.00
Custodian	0.25	0.25	0.25
Part Time Personnel Total	**6.00**	**6.00**	**7.25**

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

Personnel Services						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	278,482	282,482	271,895	272,055	280,680
602	Part-Time	180,306	181,099	165,450	185,327	201,349
609	Workers Compensation	10,137	12,239	12,514	13,375	15,440
613	Auto Allowance	1,547	1,538	1,350	1,350	1,350
695	Overtime	429	217	400	400	400
696	F.I.C.A.	35,695	34,702	33,000	32,740	36,875
697	Hospital & Medical	33,950	38,209	36,460	39,000	40,635
	Total	**540,546**	**550,486**	**521,069**	**544,247**	**576,729**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	8,369	10,314	8,650	8,900	250
702	Office Supplies	4,978	2,910	6,660	6,325	7,600
703	Gasoline & Oil	887	768	1,205	1,200	1,200
704	Food	113	0	640	640	640
705	Audio / Visual Sup	2,518	2,075	3,453	2,719	5,403
707	Personnel Equipment	1,571	1,679	1,800	1,850	1,700
708	Custodial Supplies	4,329	5,431	4,500	4,700	4,600
710	First Aid Supplies	474	279	475	550	550
711	Hardware & Tools	530	234	1,600	1,600	1,600
712	Maint Materials	547	213	1,150	1,100	1,150
716	Computer SW / HW	328	200	930	780	48,902
718	Special Events	32,554	34,328	32,470	30,223	39,195
719	Recreation Sup	14,008	17,568	12,000	10,492	11,870
730	Operational Equip	8,098	4,676	4,885	4,150	5,750
735	Bldg Maint Materials	4,388	6,068	7,300	5,800	5,700
	Total	**83,692**	**86,743**	**87,718**	**81,029**	**136,110**

Fund			Program			
General			**Recreation**			
Department			Account Number			
Parks and Recreation			**01 - 04 . 20**			
Contractual		**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Account Number	**Account Title**					
801	Rec Officials/Instructors	31,976	34,345	41,300	38,140	44,810
803	Professional Services	16,104	16,456	5,200	9,400	15,200
812	Meetings & Conf	1,386	1,752	3,980	3,630	3,680
816	Equipment Rental	6,261	4,081	7,860	8,239	8,700
821	Maintenance Contracts	10,326	5,107	11,350	10,045	9,800
822	Memberships	1,148	740	1,125	850	1,125
824	Electricity	49,302	51,345	50,000	52,177	166,875
825	Gas	8,647	9,441	7,000	11,289	35,470
826	Communications	1,985	2,406	3,997	3,782	3,982
827	Water & Sewer	25,560	27,295	32,000	40,000	172,001
829	Printing	7,847	8,475	9,675	8,567	9,525
830	Advertising	2,736	3,539	3,500	3,024	3,500
831	Postage	7,076	5,673	9,285	8,439	9,025
832	Vehicle Maintenance	51	0	800	600	800
834	Equip Maintenance	1,679	990	1,350	1,650	2,150
835	Bldg Contract Maint	3,332	7,629	3,650	3,650	6,650
837	Heating / AC Maint	2,211	2,099	2,000	2,000	2,000
841	Publications	0	0	100	0	100
848	Training & Education	400	255	1,370	1,035	1,370
	Total	**178,027**	**181,628**	**195,542**	**206,517**	**496,763**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
907	Building Improvements	0	0	0	0	16,000
	Total	**0**	**0**	**0**	**0**	**16,000**

Fund	Program
General	**Aquatics**
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

Funds include a 26.9% increase in PT staffing and VGBA gates for the pool.

Management contract with Midwest Pool Management comprises 53% of this budget.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	80,876	78,670	90,270	89,598	93,133
700 Materials and Supplies	17,259	14,620	20,630	22,400	17,965
800 Contractural Services	261,528	227,272	252,867	246,511	191,867
900 Capital	0	0	0	0	18,600
950 Other	0	0	0	0	0
Totals	**359,663**	**320,562**	**363,767**	**358,509**	**321,565**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	34,358	35,525	42,640	39,839	34,153
602	Part-Time	34,943	31,370	34,650	36,200	44,000
609	Workers Compensation	2,560	2,928	3,108	2,500	3,275
613	Auto Allowance	431	450	450	450	450
695	Overtime	23	0	0	0	0
696	F.I.C.A.	5,481	5,039	5,940	5,864	5,980
697	Hospital & Medical	3,080	3,358	3,482	4,745	5,275
	Total	**80,876**	**78,670**	**90,270**	**89,598**	**93,133**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	2,131	3,201	2,600	3,100	100
702	Office Supplies	183	195	300	300	300
704	Food	0	0	50	50	50
705	Audio / Visual Sup	458	338	420	405	420
707	Personnel Equipment	413	785	500	500	600
708	Custodial Supplies	1,815	1,633	2,300	2,300	2,300
710	First Aid Supplies	0	0	0	175	0
711	Hardware & Tools	528	546	800	1,000	1,000
712	Maint Materials	328	577	950	950	450
718	Special Events	1,575	813	1,350	1,350	1,350
719	Recreation Sup	1,119	2,343	2,060	2,592	3,520
730	Operational Equip	7,174	2,784	6,325	6,778	4,875
735	Bldg Maint Materials	1,535	1,405	2,975	2,900	3,000
	Total	**17,259**	**14,620**	**20,630**	**22,400**	**17,965**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
801	Rec Officials/Instructors	-80	0	150	900	900
803	Professional Services	202,908	169,153	170,251	170,251	176,732
812	Meetings & Conf	671	350	475	475	475
816	Equipment Rental	0	0	100	100	100
821	Maintenance Contracts	2,480	2,302	3,300	3,140	2,300
822	Memberships	825	175	1,441	1,522	1,560
824	Electricity	17,019	18,651	20,000	18,049	0
825	Gas	1,384	1,564	1,500	1,599	0
826	Communications	115	120	100	75	100
827	Water & Sewer	25,560	27,277	38,000	40,000	0
829	Printing	0	0	200	200	200
834	Equip Maintenance	1,838	831	8,350	1,000	2,000
835	Bldg Contract Maint	4,543	3,103	3,500	3,500	1,500
837	Heating / AC Maint	1,021	129	1,800	1,800	1,800
857	Pay Other Agencies	3,244	3,617	3,700	3,900	4,200
	Total	**261,528**	**227,272**	**252,867**	**246,511**	**191,867**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
901	Operational Equipment	0	0	0	0	18,600
	Total	**0**	**0**	**0**	**0**	**18,600**

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.

Budget Highlights

Funds include a 8.5% increase in PT staffing, LED lights for Cosmic Skate, and the purchase of a skid mounted ice painting system.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	266,840	276,338	312,263	302,571	299,181
700 Materials and Supplies	46,586	42,041	45,490	46,490	42,840
800 Contractural Services	111,548	121,469	134,292	139,284	38,530
900 Capital	0	8,267	0	0	6,000
950 Other	0	0	0	0	0
Totals	**424,974**	**448,115**	**492,045**	**488,345**	**386,551**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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	1.00	1.00	1.00
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	2.00	2.00	2.00
Assistant Mgr/Facility Attendant	1.00	1.00	1.00
Part Time Personnel Total	**5.00**	**5.00**	**5.00**

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

Personnel Services						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	145,972	151,731	175,445	170,016	150,471
602	Part-Time	82,615	82,041	91,000	84,000	98,800
609	Workers Compensation	8,850	11,568	11,670	11,400	11,700
613	Auto Allowance	647	675	730	675	675
695	Overtime	102	272	250	250	250
696	F.I.C.A.	17,150	17,551	20,380	19,510	19,085
697	Hospital & Medical	11,504	12,500	12,788	16,720	18,200
	Total	**266,840**	**276,338**	**312,263**	**302,571**	**299,181**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	8,237	7,956	8,800	8,600	500
702	Office Supplies	588	995	1,380	1,280	1,280
703	Gasoline & Oil	11,579	11,831	10,000	11,900	12,000
704	Food	223	105	350	350	350
705	Audio / Visual Sup	626	680	510	510	360
707	Personnel Equipment	564	1,043	1,000	1,000	1,200
708	Custodial Supplies	4,500	5,011	4,650	4,650	5,000
709	Chemicals	1,786	720	500	500	500
710	First Aid Supplies	262	256	250	250	250
711	Hardware & Tools	349	298	800	700	800
712	Maint Materials	1,575	1,385	1,450	1,800	1,150
713	Traffic Control Sup	200	0	200	100	200
716	Computer SW / HW	0	96	500	500	500
718	Special Events	47	57	800	600	800
730	Operational Equip	13,107	9,689	11,300	10,750	14,950
735	Bldg Maint Materials	2,943	1,919	3,000	3,000	3,000
	Total	**46,586**	**42,041**	**45,490**	**46,490**	**42,840**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
812	Meetings & Conf	833	0	2,050	0	2,000
816	Equipment Rental	0	0	250	250	250
821	Maintenance Contracts	6,152	5,816	19,170	18,330	17,490
822	Memberships	493	624	967	1,065	1,065
824	Electricity	46,333	46,583	52,000	48,324	0
825	Gas	8,647	9,441	8,500	11,289	0
826	Communications	1,090	1,274	1,380	1,380	1,280
827	Water & Sewer	25,560	27,277	31,000	40,000	0
829	Printing	241	0	250	220	220
830	Advertising	1,000	40	175	175	175
834	Equip Maintenance	8,223	21,226	7,750	7,750	7,750
835	Bldg Contract Maint	11,281	9,062	8,900	8,900	6,000
837	Heating / AC Maint	1,640	126	1,500	1,500	1,500
848	Training & Education	55	0	400	100	800
	Total	**111,548**	**121,469**	**134,292**	**139,284**	**38,530**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
901	Operational Equipment	0	0	0	0	6,000
907	Building Improvements	0	8,267	0	0	0
	Total	**0**	**8,267**	**0**	**0**	**6,000**

Fund	Program
General	**Fitness Center**
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.

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Budget Highlights

Funds include a 2.5% increase in PT staffing.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	324,350	316,625	360,810	324,220	359,202
700 Materials and Supplies	28,959	27,051	29,330	29,637	23,075
800 Contractural Services	151,683	145,111	163,172	165,503	71,305
900 Capital	0	417	0	0	0
950 Other	0	0	0	0	0
Totals	**504,992**	**489,204**	**553,312**	**519,360**	**453,582**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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	3.25
Maintenance Worker	1.00	1.00	1.00
Custodian	0.25	0.25	0.25
Part Time Personnel Total	**4.25**	**4.25**	**4.50**

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

Personnel Services						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	90,277	92,023	93,880	93,880	96,277
602	Part-Time	187,037	175,863	214,100	177,767	207,400
609	Workers Compensation	9,690	10,963	11,115	12,050	13,595
613	Auto Allowance	862	900	900	900	900
695	Overtime	206	307	250	193	450
696	F.I.C.A.	21,160	20,095	23,590	22,335	23,265
697	Hospital & Medical	15,118	16,474	16,975	17,095	17,315
	Total	**324,350**	**316,625**	**360,810**	**324,220**	**359,202**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	8,237	7,955	8,400	8,300	0
702	Office Supplies	639	506	780	780	780
704	Food	105	0	100	98	100
705	Audio / Visual Sup	2,569	2,589	3,075	2,712	3,125
707	Personnel Equipment	528	1,068	900	900	900
708	Custodial Supplies	10,325	10,731	8,900	9,630	10,025
711	Hardware & Tools	51	287	300	300	300
712	Maint Materials	162	119	425	425	425
718	Special Events	450	287	900	863	900
719	Recreation Sup	1,746	1,205	1,900	2,000	1,900
730	Operational Equip	3,120	966	1,450	1,429	2,420
735	Bldg Maint Materials	1,027	1,338	2,200	2,200	2,200
	Total	**28,959**	**27,051**	**29,330**	**29,637**	**23,075**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
801	Rec Officials/Instructors	56,656	52,234	57,300	49,851	55,800
812	Meetings & Conf	1,039	2,214	2,240	1,978	2,240
821	Maintenance Contracts	3,006	3,056	2,550	2,390	1,550
822	Memberships	170	220	892	560	575
824	Electricity	46,332	46,583	50,000	48,324	0
825	Gas	8,646	9,442	7,000	11,293	0
827	Water & Sewer	25,560	27,277	32,000	40,000	0
829	Printing	0	61	650	600	600
830	Advertising	3,690	1,314	4,000	3,967	4,000
834	Equip Maintenance	3,512	1,727	3,000	3,000	3,000
835	Bldg Contract Maint	2,004	701	1,700	1,700	1,700
837	Heating / AC Maint	768	194	1,500	1,500	1,500
841	Publications	0	0	100	100	100
848	Training & Education	300	88	240	240	240
	Total	**151,683**	**145,111**	**163,172**	**165,503**	**71,305**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
907	Building Improvements	0	417	0	0	0
	Total	**0**	**417**	**0**	**0**	**0**

Fund	Program
Capital Improvement Tax	**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.

Budget Highlights

Funds include a 9.3% increase in PT staffing.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	0	71,376	74,964	60,398	72,476
700 Materials and Supplies	0	25,032	26,550	26,550	25,050
800 Contractural Services	0	0	0	0	0
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**0**	**96,408**	**101,514**	**86,948**	**97,526**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**
Full Time Personnel			
Park Worker I	0.00	1.00	1.00
Full Time Personnel Total	**0.00**	**1.00**	**1.00**
Part Time Personnel			
Park Worker I	0.00	1.00	1.00
Part Time Personnel Total	**0.00**	**1.00**	**1.00**

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

Personnel Services						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	0	38,942	36,000	33,505	34,605
602	Part-Time	0	16,103	19,912	16,800	21,771
609	Workers Compensation	0	2,991	2,612	2,092	2,532
695	Overtime	0	2,260	2,000	2,000	2,000
696	F.I.C.A.	0	3,601	4,430	4,001	4,465
697	Hospital & Medical	0	7,479	10,010	2,000	7,103
	Total	**0**	**71,376**	**74,964**	**60,398**	**72,476**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
707	Personnel Equipment	0	404	250	250	250
724	Commodities - Bus District	0	24,628	24,800	24,800	24,800
726	Old Orchard Projects	0	0	1,500	1,500	0
	Total	**0**	**25,032**	**26,550**	**26,550**	**25,050**

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

Budget includes a 7.4% increase in PT staffing cost, $150,000 for Blackburn Park Playground Renovation, $165,000 for Memorial Field Renovation and $36,000 for Gazebo Park bricks.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	246,314	315,202	373,006	383,792	411,506
700 Materials and Supplies	89,293	65,897	100,200	102,230	100,730
800 Contractural Services	122,208	70,515	122,540	112,390	116,330
900 Capital	307,894	279,981	171,468	76,000	351,000
950 Other	0	0	0	0	0
Totals	**765,709**	**731,595**	**767,214**	**674,412**	**979,566**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**
Full Time Personnel			
Parks & Recreation Director	0.25	0.50	0.50
Parks Superintendent	0.75	0.75	0.75
Horticulture Supervisor	1.00	1.00	1.00
Park Worker II	1.00	1.00	0.00
Park Worker I	2.00	1.00	4.00
Full Time Personnel Total	**5.00**	**4.25**	**6.25**
Part Time Personnel			
Part-Time Maintenance Worker	0.00	0.00	0.00
Part Time Personnel Total	**0.00**	**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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	160,481	193,298	237,798	236,955	250,490
602	Part-Time	30,994	49,084	52,150	52,150	55,987
603	Salaries - Bus District	0	173	0	0	0
609	Workers Compensation	5,225	6,890	8,500	9,500	10,400
642	Pension	8,345	9,287	10,900	10,665	10,775
693	Group Life	426	427	450	785	785
695	Overtime	3,906	6,169	10,270	10,270	10,270
696	F.I.C.A.	14,920	18,312	22,965	22,902	24,230
697	Hospital & Medical	21,673	31,217	29,598	39,840	47,844
698	L-T Disability	344	345	375	725	725
	Total	**246,314**	**315,202**	**373,006**	**383,792**	**411,506**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	173	0	250	250	250
702	Office Supplies	643	489	850	850	850
703	Gasoline & Oil	1,998	1,752	2,770	4,900	4,900
707	Personnel Equipment	2,200	2,213	2,480	2,480	2,480
708	Custodial Supplies	501	0	500	500	500
709	Chemicals	3,443	420	3,500	3,500	2,000
710	First Aid Supplies	49	44	50	50	50
711	Hardware & Tools	2,087	2,018	2,200	2,200	2,200
712	Maint Materials	185	0	350	350	350
715	Grounds Supplies	27,881	28,163	36,000	36,000	36,000
718	Special Events	138	181	350	350	350
721	Plant Materials	22,839	16,145	21,000	21,000	21,000
730	Operational Equip	13,682	6,908	15,800	15,800	15,800
751	Area Maint Materials	13,474	7,564	14,100	14,000	14,000
	Total	**89,293**	**65,897**	**100,200**	**102,230**	**100,730**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	228	4,246	500	500	500
809	Insurance	8,550	8,550	9,000	9,000	9,000
810	Disposal Services	0	0	1,000	0	1,000
812	Meetings & Conf	402	358	410	410	450
816	Equipment Rental	8,000	1,500	4,000	1,100	1,500
818	Tree Removal	40,140	24,735	34,500	34,500	31,000
821	Maintenance Contracts	26,532	18,161	30,000	30,000	30,000
822	Memberships	40	337	250	250	250
826	Communications	1,103	1,044	3,680	1,180	3,680
827	Water & Sewer	9,375	18,458	23,000	23,000	23,000
829	Printing	167	1,000	500	500	500
830	Advertising	0	0	1,000	1,000	1,000
832	Vehicle Maintenance	779	128	2,250	0	2,250
834	Equip Maintenance	926	0	2,000	2,000	2,000
841	Publications	0	0	200	200	200
848	Training & Education	1,275	-75	2,250	2,250	2,000
851	Area Contract Maint	24,691	-7,927	8,000	6,500	8,000
	Total	**122,208**	**70,515**	**122,540**	**112,390**	**116,330**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
901	Operational Equipment	0	20,998	0	0	0
906	Contract Construction	49,207	1,575	171,468	76,000	351,000
909	Area Improvements	258,687	257,408	0	0	0
	Total	**307,894**	**279,981**	**171,468**	**76,000**	**351,000**

Fund	Program
Grant	**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

Funds are budgeted for Aquatic Center play features, facility cabinets and appliances, Rec Complex parking lot and lighting, a mowing truck, a compact utility loader and replacement pool furniture.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	5,545	0	0	0	0
900 Capital	281,124	339,414	662,060	650,751	604,000
950 Other	0	0	0	0	0
Totals	**286,669**	**339,414**	**662,060**	**650,751**	**604,000**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
816	Equipment Rental	5,545	0	0	0	0
	Total	**5,545**	**0**	**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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
901	Operational Equipment	46,249	215,663	118,800	113,551	57,000
902	Vehicle Equipment	31,584	40,986	0	0	42,000
906	Contract Construction	28,773	63,982	320,000	320,000	300,000
907	Building Improvements	0	4,078	223,260	217,200	205,000
909	Area Improvements	174,518	14,705	0	0	0
	Total	**281,124**	**339,414**	**662,060**	**650,751**	**604,000**

Fund	Program
General	**Parks and 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.

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Budget Highlights

Funds include a Muni Park grant for Blackburn playground and continuation of the renovation of the tennis courts.

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

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	0	0	0
800 Contractural Services	0	0	6,400	6,400	0
900 Capital	164,319	33,280	477,362	574,000	207,250
950 Other	0	0	0	0	0
Totals	**164,319**	**33,280**	**483,762**	**580,400**	**207,250**

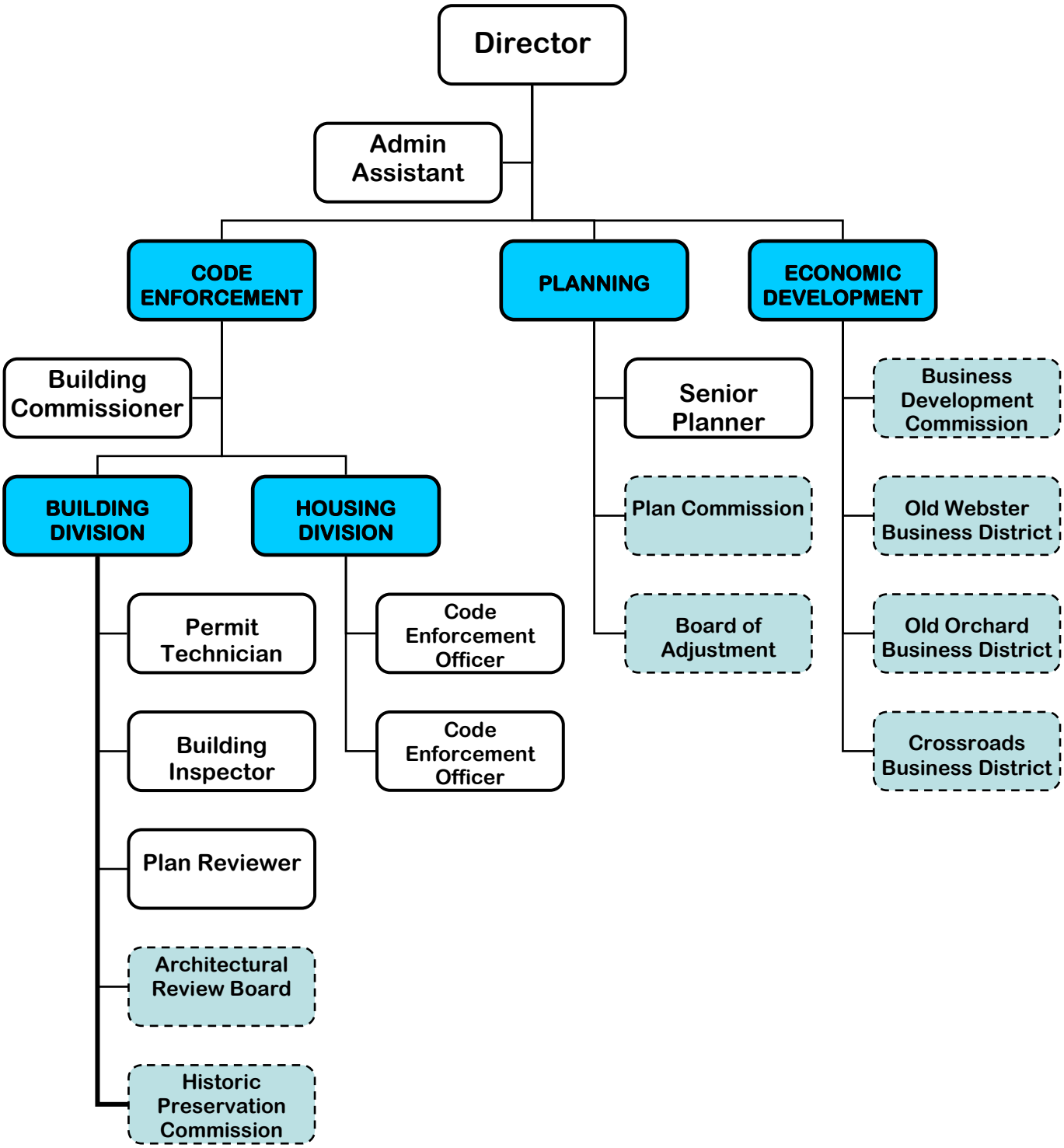
Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	0	0	6,400	6,400	0
	Total	**0**	**0**	**6,400**	**6,400**	**0**

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

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
906	Contract Construction	0	5,563	475,000	574,000	207,250
909	Area Improvements	164,319	27,717	2,362	0	0
	Total	**164,319**	**33,280**	**477,362**	**574,000**	**207,250**


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

PLANNING AND DEVELOPMENT

PERFORMANCE INDICATORS	Calendar Year 2016	Calendar Year 2017	Calendar Year 2018
Occupancy Inspections	527	703	618
Apartment Unit Inspections	276	368	290
Property Maintenance Notices	4,313	3,902	3,482
Architectural Review Board Reviews	176	187	218
Construction Inspections Performed	6,634	7,631	7,074

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

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	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	165,378	184,154	183,768	185,595	189,520
700 Materials and Supplies	1,056	957	1,460	1,100	1,260
800 Contractural Services	7,254	9,053	10,150	9,337	10,850
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**173,688**	**194,164**	**195,378**	**196,032**	**201,630**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	122,586	135,920	139,909	139,909	144,849
602	Part-Time	14,204	14,563	10,000	12,000	10,000
609	Workers Compensation	450	1,942	308	315	325
613	Auto Allowance	863	900	900	900	900
695	Overtime	555	0	500	0	500
696	F.I.C.A.	9,669	10,750	11,465	11,621	11,846
697	Hospital & Medical	17,051	20,079	20,686	20,850	21,100
	Total	**165,378**	**184,154**	**183,768**	**185,595**	**189,520**

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

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	67	74	100	100	100
702	Office Supplies	989	883	1,360	1,000	1,160
	Total	**1,056**	**957**	**1,460**	**1,100**	**1,260**

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

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	1,363	3,270	3,500	3,432	3,500
812	Meetings & Conf	2,200	769	2,200	2,200	3,000
822	Memberships	500	580	680	630	680
829	Printing	3,191	4,434	3,650	3,025	3,550
841	Publications	0	0	120	50	120
	Total	**7,254**	**9,053**	**10,150**	**9,337**	**10,850**

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 larger new construction projects.

Fund	Program
General	**Code Enforcement**
Department	Account Number
Planning & Development	**01 - 05 . 27**

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	445,380	491,939	517,890	542,845	524,182
700 Materials and Supplies	5,766	5,370	8,034	6,225	7,350
800 Contractural Services	14,190	6,254	37,545	32,150	18,395
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**465,336**	**503,563**	**563,469**	**581,220**	**549,927**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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			
Building Inspector	0.00	1.00	1.00
Part Time Personnel Total	**0.00**	**1.00**	**1.00**

Fund	Program
General	**Code Enforcement**
Department	Account Number
Planning & Development	**01 - 05 . 27**

Personnel Services						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
601	Salaries	347,754	371,630	379,650	415,742	387,307
602	Part-Time	7,568	13,961	22,500	10,625	20,000
609	Workers Compensation	7,797	9,012	10,230	11,865	12,500
695	Overtime	2,811	2,927	3,500	2,460	3,500
696	F.I.C.A.	25,704	27,320	30,850	33,043	30,900
697	Hospital & Medical	53,746	67,089	71,160	69,110	69,975
	Total	**445,380**	**491,939**	**517,890**	**542,845**	**524,182**

Fund	Program
General	**Code Enforcement**
Department: **Planning & Development**	Account Number: **01 - 05 . 27**

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	374	100	400	150	400
702	Office Supplies	1,794	1,064	2,240	2,075	2,100
703	Gasoline & Oil	2,764	3,411	3,744	3,000	3,200
707	Personnel Equipment	678	726	1,400	750	1,400
711	Hardware & Tools	156	69	250	250	250
	Total	**5,766**	**5,370**	**8,034**	**6,225**	**7,350**

Fund	Program
General	**Code Enforcement**
Department	Account Number
Planning & Development	**01 - 05 . 27**

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	4,451	3,002	4,550	4,200	4,650
812	Meetings & Conf	0	692	2,600	1,700	2,600
822	Memberships	230	205	645	655	645
826	Communications	1,195	1,170	1,250	1,250	1,250
832	Vehicle Maintenance	1,141	582	1,300	375	1,300
841	Publications	750	556	1,750	1,000	1,750
848	Training & Education	769	551	1,000	1,000	1,200
851	Area Contract Maint	5,654	-504	24,450	21,970	5,000
	Total	**14,190**	**6,254**	**37,545**	**32,150**	**18,395**

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	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 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	2,821	0	0	0
950 Other	0	0	0	0	0
Totals	**0**	**2,821**	**0**	**0**	**0**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

Fund	Program
Capital Improvement Tax	**Planning Capital Improvement**
Department	Account Number
Planning & Development	**26 - 05 . 61**

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
901	Operational Equipment	0	2,821	0	0	0
	Total	**0**	**2,821**	**0**	**0**	**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 banners on decorative light poles.

Fund	Program
Old Webster Taxing District	**Old Webster Taxing District**
Department	Account Number
Planning & Development	**12 - 05 . 50**

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	3,162	1,942	5,000	3,000	13,380
800 Contractural Services	37,130	38,862	48,490	44,560	45,000
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**40,292**	**40,804**	**53,490**	**47,560**	**58,380**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
701	Miscellaneous	0	1,905	500	0	100
730	Operational Equip	3,162	37	4,500	3,000	13,280
	Total	**3,162**	**1,942**	**5,000**	**3,000**	**13,380**

Fund	Program
Old Webster Taxing District	**Old Webster Taxing District**
Department	Account Number
Planning & Development	**12 - 05 . 50**

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	4,205	5,271	5,150	5,100	5,150
810	Disposal Services	1,151	1,196	1,380	1,380	1,380
814	Land/Building Rental	11,330	11,400	16,360	12,780	12,870
823	Street Lights	1,281	1,408	1,600	1,300	1,600
830	Advertising	19,163	19,587	24,000	24,000	24,000
	Total	**37,130**	**38,862**	**48,490**	**44,560**	**45,000**

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. Additional funds have been allocated for banners on decorative light poles.

Fund	Program
Old Orchard Taxing District	**Old Orchard Taxing District**
Department	Account Number
Planning & Development	**13 - 05 . 52**

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	400	0	400
800 Contractural Services	28,183	22,902	41,490	38,015	32,940
900 Capital	0	0	0	0	0
950 Other	0	0	0	0	0
Totals	**28,183**	**22,902**	**41,890**	**38,015**	**33,340**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	3,373	3,268	3,500	3,250	3,500
810	Disposal Services	1,145	1,186	1,440	1,440	1,440
824	Electricity	141	153	175	50	175
827	Water & Sewer	119	121	225	225	225
830	Advertising	12,741	16,618	19,000	17,450	19,000
850	Parking Lot Lighting	2,063	1,556	1,800	1,500	1,600
851	Area Contract Maint	1,239	0	15,350	14,100	7,000
857	Pay Other Agencies	7,362	0	0	0	0
	Total	**28,183**	**22,902**	**41,490**	**38,015**	**32,940**

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 on their second application to receive funding.

Fund	Program
Crossroads Taxing District	**Crossroads Taxing District**
Department	Account Number
Planning & Development	**15 - 05 . 53**

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Budget
600 Personnel	0	0	0	0	0
700 Materials and Supplies	0	0	1,550	0	1,500
800 Contractural Services	8,427	5,547	5,900	5,650	25,900
900 Capital	0	1,210	2,000	1,500	2,000
950 Other	0	0	2,000	2,000	2,000
Totals	**8,427**	**6,757**	**11,450**	**9,150**	**31,400**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

Fund	Program
Crossroads Taxing District	**Crossroads Taxing District**
Department	Account Number
Planning & Development	**15 - 05 . 53**

Materials and Supplies						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
702	Office Supplies	0	0	50	0	0
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**	**1,500**

Fund	Program
Crossroads Taxing District	**Crossroads Taxing District**
Department	Account Number
Planning & Development	**15 - 05 . 53**

Contractual						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
803	Professional Services	5,357	1,471	1,200	1,100	21,200
810	Disposal Services	519	530	700	700	700
830	Advertising	1,759	3,161	3,500	3,500	3,500
850	Parking Lot Lighting	792	385	500	350	500
	Total	**8,427**	**5,547**	**5,900**	**5,650**	**25,900**

Fund	Program
Crossroads Taxing District	**Crossroads Taxing District**
Department	Account Number
Planning & Development	**15 - 05 . 53**

Capital						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
909	Area Improvements	0	1,210	2,000	1,500	2,000
	Total	**0**	**1,210**	**2,000**	**1,500**	**2,000**

Fund	Program
Crossroads Taxing District	**Crossroads Taxing District**
Department	Account Number
Planning & Development	**15 - 05 . 53**

Other						
Account Number	**Account Title**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
950		0	0	0	0	0
960	Façade Beautification	0	0	2,000	2,000	2,000
	Total	**0**	**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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 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	1,178,662	1,182,712	1,182,500	2,949,233	1,114,900
Totals	**1,178,662**	**1,182,712**	**1,182,500**	**2,949,233**	**1,114,900**

Personnel Schedule	**Number of Employees**		
Position Title	**2018 Actual**	**2019 Actual**	**2020 Budget**

Fund			Program			
General Obligation Debt Service			**General Obligation Debt Service**			
Department			Account Number			
Debt Service			**08 - 07 . 42**			
Other		**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
Account Number	**Account Title**					
955	Debt Service Principal	865,000	895,000	920,000	2,670,000	950,000
956	Debt Service Interest	313,450	287,500	260,650	265,050	163,050
957	Debt Service Expense	212	212	1,850	14,183	1,850
	Total	**1,178,662**	**1,182,712**	**1,182,500**	**2,949,233**	**1,114,900**

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 2020.

Fund	Program
Shoppes At Old Webster TIF	**Shoppes At Old Webster**
Department	Account Number
Debt Service	**21 - 07 . 45**

Program Request Type of Expenditure	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 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	646,739	387,948	0	0	0
Totals	**646,739**	**387,948**	**0**	**0**	**0**

Personnel Schedule	Number of Employees		
Position Title	**2018 Actual**	**2019 Actual**	**2020 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**	**2017 Actual**	**2018 Actual**	**2019 Budget**	**2019 Estimated**	**2020 Budget**
955	Debt Service Principal	596,000	199,000	0	0	0
956	Debt Service Interest	43,725	181,404	0	0	0
957	Debt Service Expense	7,014	7,544	0	0	0
	Total	**646,739**	**387,948**	**0**	**0**	**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 2020-2024 includes five years of projected capital expenditures totaling $22,263,829. The first year of the program is incorporated into the capital portion of the 2020 budget totaling $3,408,178. 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 implementation of e-suite software with our current accounting software system by the finance department in 2020. The department currently provides paper copies of all payroll advice and W-2s. With this new process, employees may now go online and print their pay stubs whenever they need them, for refinancing a mortgage or for tracking other expenses. This will save staff time because the employee can retrieve the information by himself/herself instead of contacting a finance or human resources staff member. 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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Street Improvement Tax Fund	$965,320	$874,440	$871,200	$711,670	$712,590	**$4,135,220**
Capital Improvement Sales Tax Fund	$1,644,128	$2,049,630	$1,865,229	$1,560,750	$1,969,906	**$9,389,643**
Park Improvement Fund	$351,000	$144,000	$120,000	$115,000	$70,200	**$800,200**
Storm Water Improvement Fund	$80,000	$500,000	$200,000	$90,000	$90,000	**$960,000**
Grant Fund, Donations, New Bond Issue	$367,730	$475,000	$436,036	$0	$6,000,000	**$7,278,766**
TOTAL	**$3,408,178**	**$4,043,070**	**$3,492,465**	**$2,477,420**	**$8,842,696**	**$22,263,829**

20 CIP DETAILS

		FY20	FY21	FY22	FY23	FY24	Total	Impact On Operations
Street Improvement								
PW	Annual Chip Seal Program	$213,440	$122,560	$119,320	$234,790	$235,710	$925,820	Positive
PW	Mill and Overlay	$751,880	$751,880	$751,880	$476,880	$476,880	$3,209,400	Positive
		$965,320	**$874,440**	**$871,200**	**$711,670**	**$712,590**	**$4,135,220**	
Capital Improvement								
Gen Go	Network Switch Replacements		$65,000				$65,000	Negligible
Gen Go	Phone System			$150,000			$150,000	Positive
	General Government Subtotal	**$0**	**$65,000**	**$150,000**	**$0**	**$0**	**$215,000**	
Police	Police Vehicles	$91,000	$100,000	$100,000	$100,000	$100,000	$491,000	Negligible
Police	Parking Control Software	$17,000					$17,000	Negligible
Police	Radar Units	$32,000					$32,000	Negligible
Police	Portable Radios	$20,000	$20,000	$20,000	$20,000	$20,000	$100,000	Negligible
Police	MILO	$60,000					$60,000	Negligible
Police	Tasers		$40,000				$40,000	Negligible
Police	Accident Reconstruction Equipment		$65,000				$65,000	Negligible
	Police Subtotal	**$220,000**	**$225,000**	**$120,000**	**$120,000**	**$120,000**	**$805,000**	
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	Cardiac Monitor/Defibrillator			$160,000			$160,000	Negligible
Fire	Staff Vehicle			$35,000	$35,000		$70,000	Positive
Fire	Ladder Truck					$950,000	$950,000	Positive
	Fire Subtotal	**$281,000**	**$95,000**	**$480,000**	**$60,000**	**$975,000**	**$1,891,000**	
PW	Pick-up Trucks - Public Works	$0	$51,000	$53,000			$104,000	Positive
PW	Fleet Vehicles	$49,000	$26,000	$25,750	$52,250	$54,400	$207,400	Positive
PW	Utility Truck		$65,310			$72,400	$137,710	Negligible
PW	Dump Trucks	$134,800	$138,100	$150,000	$154,500		$577,400	Positive
PW	Tractor/Loader/Backhoe		$113,300			$123,806	$237,106	Positive
PW	Light Duty Dump Truck			$172,570			$172,570	Negligible
PW	Aerial Boom Truck				$224,000		$224,000	Positive
PW	Motorized Centerline Striper	$62,500					$62,500	Negligible
PW	One Ton Roller	$52,000					$52,000	Negligible
PW	Thermoplastic Pre-Melting Kettle	$47,690					$47,690	Negligible
PW	Skid-steer Loader		$60,000			$69,800	$129,800	Negligible

		FY20	FY21	FY22	FY23	FY24	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 Sealing		$200,000			$220,000	$420,000	Negligible
PW	Pedestrian Crossing Dir.	$35,000					$35,000	Negligible
PW	Traffic Signal Replacements	$100,000					$100,000	Negligible
PW	Mill & Overlay				$300,000		$300,000	Positive
PW	Service Center Enclosure		$250,000				$250,000	Positive
PW	Big Bend Blvd. Crossroads	$21,205		$82,409			$103,614	Negligible
PW	Big Bend Blvd. Sidewalk Project	$61,933					$61,933	Negligible
	Public Works Subtotal	**$564,128**	**$1,053,630**	**$583,729**	**$980,750**	**$540,406**	**$3,722,643**	
P & R	Aquatic-Complete Renovation			$1,600	$300,000		$301,600	Positive
P & R	Aquatic Filter Elements		$41,500	$115,000			$156,500	Slight
P & R	Aquatic Center Hot Water Heater			$55,000			$55,000	Slight
P & R	Aquatic Center Play Features	$155,000			$100,000		$255,000	Slight
P & R	Aquatic-Pool Plaster				$150,000		$150,000	Negligible
P & R	Aquatic-Pumps & Motors				$70,000		$70,000	Negligible
P & R	Aquatic-Shade Structure					$35,000	$35,000	Negligible
P & R	Facility-Cabinets and Appliances	$50,000					$50,000	Negligible
P & R	Facility-Flooring		$70,000				$70,000	Negligible
P & R	Facility-HVAC		$255,000				$255,000	Negligible
P & R	Facility- Meeting Room Partitions					$65,000	$65,000	Negligible
P & R	Facility-Parking Lot & Lights	$300,000					$300,000	Negligible
P & R	Fitness-Circuit and Cardio Equip.		$160,000			$160,000	$320,000	Negligible
P & R	Fitness-Studio		$50,000				$50,000	Negligible
P & R	Gymnasium Floor Refinish			$25,000			$25,000	Negligible
P & R	Ice Rink-Hot Water Storage			$35,500			$35,500	Negligible
P & R	Ice Rink-Resurfacer			$140,000			$140,000	Negligible
P & R	Slit Seeder					$17,000	$17,000	Negligible
P & R	Parks-Pick-up Trucks	$42,000	$34,500	$60,000	$35,000	$30,000	$201,500	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	Parks-Tractor					$27,500	$27,500	Positive
P & R	Court Repairs			$42,000			$42,000	Positive
	Parks & Recreation Subtotal	$579,000	$611,000	$531,500	$400,000	$334,500	$2,456,000	
		$1,644,128	**$2,049,630**	**$1,865,229**	**$1,560,750**	**$1,969,906**	**$9,089,643**	

		FY20	FY21	FY22	FY23	FY24	Total	Impact On Operations
Park Improvement Fund								
P & R	Park Trail Replacements		$144,000			$70,200	$214,200	Negligible
P & R	Memorial Park Restoration	$165,000					$165,000	Negligible
P & R	Court Repairs				$115,000		$115,000	Negligible
P & R	Parks-Gazebo Park Bricks	$36,000					$36,000	Negligible
P & R	Playground Improvements	$150,000		$120,000			$270,000	Negligible
		$351,000	**$144,000**	**$120,000**	**$115,000**	**$70,200**	**$800,200**	
Storm Water								
PW	Storm Water Improvement	$80,000	$500,000	$200,000	$90,000	$90,000	$960,000	Positive
		$80,000	**$500,000**	**$200,000**	**$90,000**	**$90,000**	**$960,000**	
Grants & Donations & New Bond Issue								
PW	Big Bend Blvd. Crossroads	$20,000		$329,636			$349,636	Negligible
PW	Big Bend Blvd. Sidewalk Project	$247,730					$247,730	Negligible
P & R	Aquatic-Complete Renovation			$6,400		$6,000,000	$6,006,400	Positive
P & R	Fitness-Studio/Meeting Room		$475,000				$475,000	Negligible
P & R	Playground Improvements	$100,000		$100,000			$200,000	Negligible
		$367,730	**$475,000**	**$436,036**	**$0**	**$6,000,000**	**$7,278,766**	
Total Projects		**$3,408,178**	**$4,043,070**	**$3,492,465**	**$2,477,420**	**$8,842,696**	**$22,263,829**	

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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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$65,000	$0	$0	$0	$65,000
TOTAL	$0	$65,000	$0	$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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$150,000	$0	$0	$150,000
TOTAL	$0	$0	$150,000	$0	$0	$150,000

Project: Police Vehicles	Fund: Capital Improvement Sales Tax
Department: Public Safety	Program: Police Capital Improvement

Description

The department plans on purchasing two marked and one unmarked police vehicles.

Justification

The department currently maintains a fleet of 23 vehicles. 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	FY20	FY21	FY22	FY23	FY24	TOTAL
Capital Impr Sales Tax	$91,000	$100,000	$100,000	$100,000	$100,000	$491,000
TOTAL	$91,000	$100,000	$100,000	$100,000	$100,000	$491,000

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	FY20	FY21	FY22	FY23	FY24	TOTAL
Capital Impr Sales Tax	$60,000	$0	$0	$0	$0	$60,000
TOTAL	$60,000	$0	$0	$0	$0	$60,000

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	FY20	FY21	FY22	FY23	FY24	TOTAL
Capital Impr Sales Tax	$20,000	$20,000	$20,000	$20,000	$20,000	$ 100,000
TOTAL	$20,000	$20,000	$20,000	$20,000	$20,000	$ 100,000

Project: Parking Control Software	Fund: Capital Improvement Sales Tax
Department: Public Safety	Program: Police Capital Improvement

Description

Purchase of Automated Parking Citation Management System.

Justification

The current Automated Parking Citation Management System is six years old, is becoming unreliable and is not supported by any vendor. A new system would provide for an automated hand-held writer and citation generator. It would also reliably track delinquencies. The new system would have the potential to be web-based and not use space on the City's servers.

Project Costs and Funding Source

Funding Source	FY20	FY21	FY22	FY23	FY24	TOTAL
Capital Impr Sales Tax	$17,000	$0	$0	$0	$0	$17,000
TOTAL	$17,000	$0	$0	$0	$0	$17,000

Project: Radar Units	Fund: Capital Improvement Sales Tax
Department: Public Safety	Program: Police Capital Improvement

Description

Replace older mobile radar units in eleven patrol vehicles.

Justification

Radar Units in Patrol Vehicles are five to seven years old. Many are requiring frequent maintenance and replacement parts. It is critical that radar units be 100% reliable in tracking speeders and issuance of citations for speeding. The new units will contain state of the art technology and components. The units will also integrate with Vehicle Mobile Data Terminals for more effective monitoring and viewing convenience.

Project Costs and Funding Source

Funding Source	FY20	FY21	FY22	FY23	FY24	TOTAL
Capital Impr Sales Tax	$32,000	$0	$0	$0	$0	$32,000
TOTAL	$32,000	$0	$0	$0	$0	$32,000

Project: Tasers	Fund: Capital Improvement Sales Tax
Department: Public Safety	Program: Police Capital Improvement

Description

Replace existing TASER less-than-lethal force weapons. New models contain an all-digital, solid-state architecture using Charge Metering that measures and delivers the amount of electric charge to maximize both safety and effectiveness. Included are engineering and event logs that record every user action such as: safety activation; trigger duration with times, dates, battery life; and a pulse-by-pulse record of the charge output.

Justification

The department has 35 TASERS, all of which are X26P Models between 5 and 6 years old. It is especially important for officers to have reliable less-than-lethal force options available for every potential incident. Providing each officer with a TASER will ensure the availability of another level of force between deployment of a baton/pepper spray and their duty pistol. Officers may be able to utilize a TASER where it would otherwise be necessary to deploy a duty weapon to stop a serious threat to public, or their own safety.

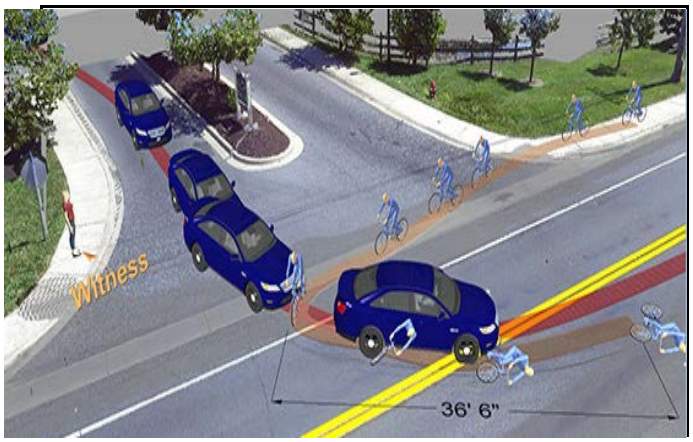
Project Costs and Funding Source

Funding Source	FY20	FY21	FY22	FY23	FY24	TOTAL
Capital Impr Sales Tax	$0	$40,000	$0	$0	$0	$40,000
TOTAL	$0	$40,000	$0	$0	$0	$40,000

Project: Accident Reconstruction Equipment	Fund: Capital Improvement Sales Tax
Department: Public Safety	Program: Police Capital Improvement

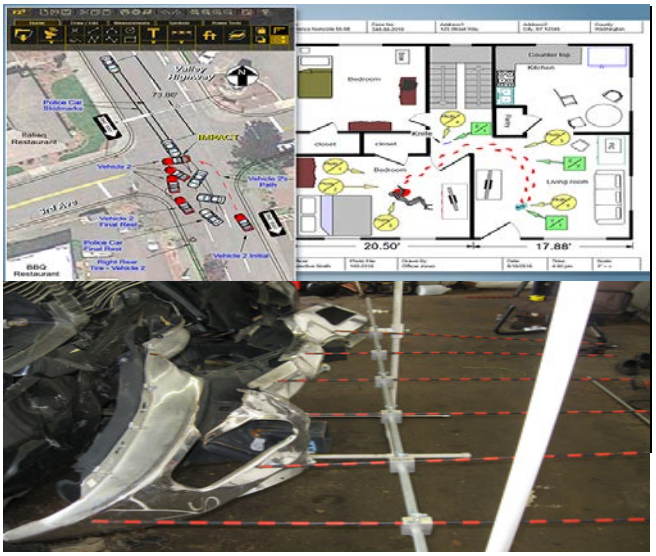
Description

Purchase Traffic Reconstruction System that includes Laser Scanner, Crash Zone Software, Rec-Tec Software, Crush Jig and peripherals.



Justification

The Department currently has several Accident Re-Constructionists of various certifications and experience. However, we lack any current digital forensic tools to accomplish the task. Presently, the only technology the Department has is a ten year old used TotalStation™ that was donated to us after it became outdated. It is no longer supported by the manufacturer. Although infrequent, this equipment is necessary to reconstruct serious injury and fatality accidents.



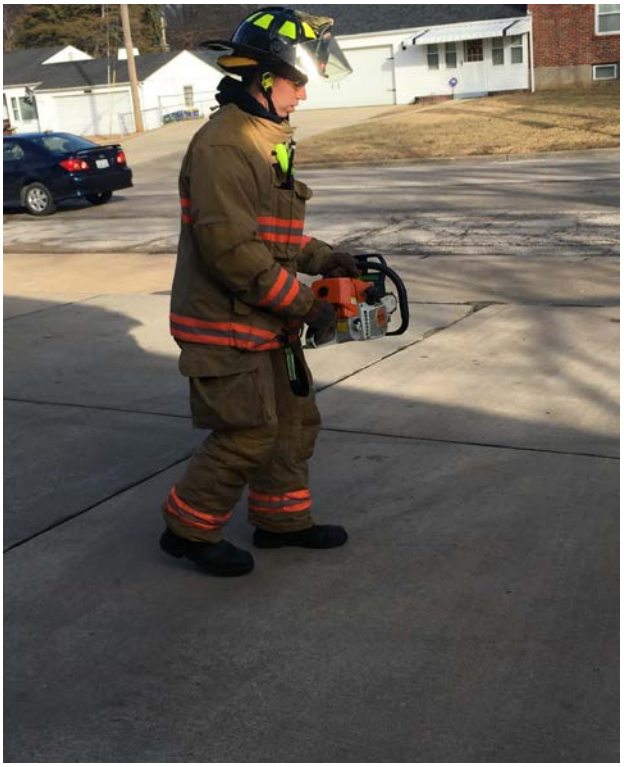
Project Costs and Funding Source

Funding Source	FY20	FY21	FY22	FY23	FY24	TOTAL
Capital Impr Sales Tax	$0	$65,000	$0	$0	$0	$65,000
TOTAL	$0	$65,000	$0	$0	$0	$65,000

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 in line with current industry consensus standards and best practices.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	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	Fund: Capital Improvement Sales Tax
Department: Public Safety	Program: Fire Capital Improvement

Description

The 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. New SCBA incorporate improved functional and safety features.The request to purchase new SCBA 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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr. Sales Tax	$256,000	$0	$0	$0	$0	$ 256,000
TOTAL	$256,000	$0	$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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$70,000	$0	$0	$0	$70,000
TOTAL	$0	$70,000	$0	$0	$0	$70,000

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, when replaced, 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 1700 emergency medical calls and transports over 1000 patients to area hospitals.

Project Costs and Funding Source

Funding Source	FY20	FY21	FY22	FY23	FY24	TOTAL
Capital Impr Sales Tax	$0	$0	$260,000	$0	$0	$260,000
TOTAL	$0	$0	$260,000	$0	$0	$260,000

Project:	Fund:
Cardiac Monitor/Defibrillator	Capital Improvement Sales Tax
Department:	**Program:**
Public Safety	Fire Capital Improvement

Description

The Cardiac Monitor/Defibrillator is the first line of defense for cardiac emergencies. This tool consist of 2 parts. The Cardiac Monitor is a diagnostic tool which allows medical professionals to "look" at the electrical activity within the heart. This aids in making a critical diagnosis and treatment plan. The second is the Defibrillator. The Defibrillator is the first treatment in cardiac arrest. An electrical current is given in an attempt to restart the heart.

Justification

The current Cardiac Monitor/Defibrillators will reach the end of their useable service life on December 31, 2022. At this time the manufacturer will no longer support this equipment with parts or service.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$160,000	$0	$0	$ 160,000
TOTAL	$0	$0	$160,000	$0	$0	$ 160,000

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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$35,000	$0	$0	$35,000
TOTAL	$0	$0	$35,000	$0	$0	$35,000

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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr. Sales Tax	$0	$0	$0	$35,000	$0	$35,000
TOTAL	$0	$0	$0	$35,000	$0	$35,000

Project	Fund:
Ladder Truck	Capital Improvement Sales Tax
Department:	**Program:**
Public Safety	Fire Capital Improvement

Description

The ladder truck operates out of fire house #1 as a front line fire apparatus. It carries a complement of tools, water, ladders and can function as a pumper as well as a ladder truck. In addition to providing elevated fire stream capabilities, the ladder supports critical fire fighting functions such as providing access to upper floors and roofs for rescue and ventilation.

Justification

The new ladder truck will replace the existing 2012 model year ladder truck. Replacement considerations are based on the expected useful life of front line fire apparatus and assessment of the overall condition of systems and components. If apparatus condition and station infrastructure allow, the current ladder would become the new reserve. This would expand the FD capabilities during times of apparatus repair and routine maintenance.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$0	$950,000	$950,000
TOTAL	$0	$0	$0	$0	$950,000	$950,000

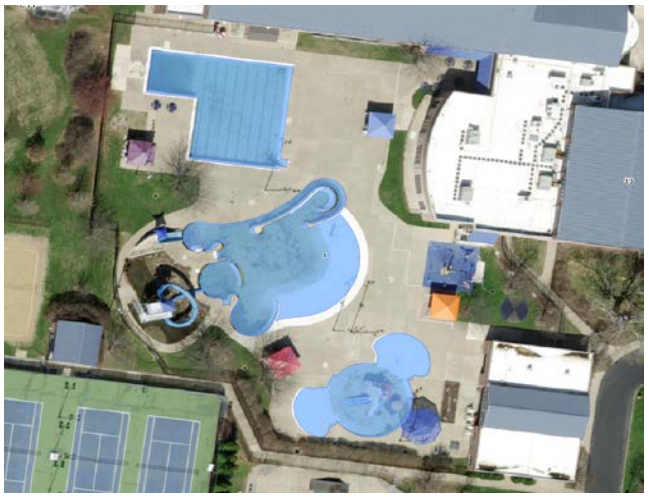
Project: Aquatic-Complete Renovation	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks and Rec Capital Improvement

Description

FY22 will include utilizing a Municipal Park Planning Grant to determine what features residents and staff would like to see in a new facility. FY23 will include the full design, construction documents and cost estimates. FY24 the City would ask for a bond issue to renovate the aquatic center, while also utilizing a Municipal Park Grant.

Justification

Typical life of a recreational aquatic facility is 25-30 years. Our facility was opened in the summer of 1994, making it 30 years old in FY24. We will be able to ask the residents to approve a bond issue as we will be expiring the GO bonds used for street repairs. The likely layout of the new facility would include: one body of water for play with multiple slides, lazy river and other play features; a second body of water for competitive swimming and diving; a spray ground; and multiple cabanas available for reservation as well as free shade structures. We will utilize the current bath house building, but will renovate with new furniture and equipment.



Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
New Bond Issue	$0	$0	$0	0	$ 5,525,000	$ 5,525,000
Capital Impr. Sales Tax	$0	$0	$ 1,600	$ 300,000	$ -	$ 301,600
Muni Park Grant			$ 6,400	$ -	$ 475,000	$ 481,400
TOTAL	$0	$0	$ 8,000	$ 300,000	$ 6,000,000	$ 6,308,000

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 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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$41,500	$115,000	$0	$0	$ 156,500
TOTAL	$0	$41,500	$115,000	$0	$0	$ 156,500

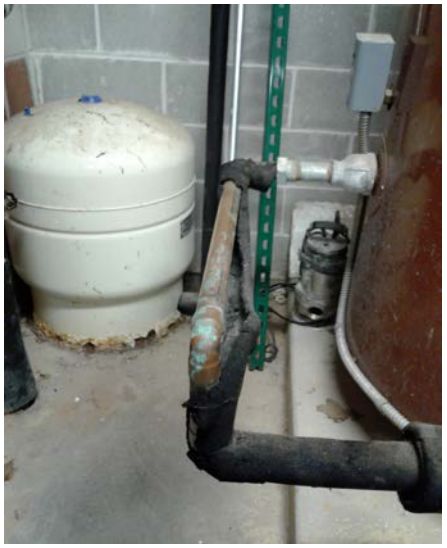
Project: Aquatic Center Hot Water Heater	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks and Rec Capital Improvement

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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$55,000	$0	$0	$ 55,000
TOTAL	$0	$0	$55,000	$0	$0	$ 55,000

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 when 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.**

current otter slide**

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 bottom picture shows the Discovery Stream. The otter slide (top 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.

possible spray ground features

Project Costs and Funding Source

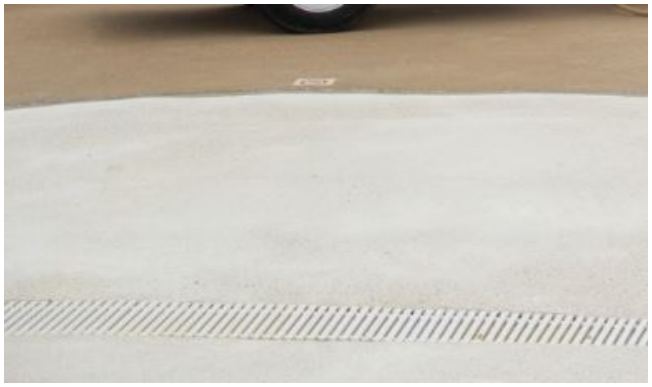
**Not needed if total renovation bond issue passes

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$155,000	$0	$0	$100,000	$0	$255,000
						$0
TOTAL	$155,000	$0	$0	$100,000	$0	$255,000

Project: Pool Plaster	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Aquatic Center

Description

Apply Diamond Brite and Pebble Tec to the leisure and toddler pools, and paint comp pool. Pebble Tech is a mixture of cements and small, smooth stones that top coat the pool surface. This Pebble Tech surface at the entrance to both the toddler and leisure pools acts as a protective surface to our pool shell. Pebble Tech 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 Tech or tile. It protects the infrastructure of our pool and is comfortable to walk on.



Pebble Tec surface

Justification

The last time that the 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. The last several times the comp pool has been painted we have painted it in-house. The budget estimates below provide for funds to have it professionally painted.

Diamond Brite surface

Project Costs and Funding Source **Not needed if total renovation bond issue passes

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$150,000	$0	$ 150,000
TOTAL	$0	$0	$0	$150,000	$0	$ 150,000

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 **Not needed if total renovation bond issue passes

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$ 70,000	$0	$ 70,000
TOTAL	$0	$0	$0	$70,000	$0	$ 70,000

Project: Aquatic-Shade Structures	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks and Rec Capital Improvement

Description

Replacement of the four shade structure canopies and awnings over the concession stand at the Aquatic Center.

Justification

The shade structures and awnings have a 10-15 year life span and were last replaced in 2011. They're exposed to the elements year-round. The canopies are already showing oxidation and wear.

Project Costs and Funding Source **Not needed if total renovation bond issue passes

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$0	$ 35,000	$ 35,000
TOTAL	$ -	$ -	$ -	$ -	$ 35,000	$ 35,000

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	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr. Sales Tax	$50,000	$0	$0	$0	$0	$50,000
TOTAL	$50,000	$0	$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 ice rink rubber flooring in the lobby, rest rooms, locker rooms, and alley way, and carpeting in the meeting rooms.

Justification

The rink rubber flooring will be 14 years old in 2021. The carpet in the meeting room will be 6 years old in FY21. 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	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr. Sales Tax	$0	$70,000	$0	$0	$0	$70,000
TOTAL	$0	$70,000	$0	$0	$0	$70,000

Project: Facility-HVAC	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks & Recreation Capital Improvement

Description

Replacement of six roof top package units and one direct fire furnace. Five of the six RTU's service the fitness center and gymnasium. The remaing and largest RTU services our meeting rooms, pre-function areas, and rink managers office. The direct fire furnace provides heat to rink mechanical rooms, locker rooms, party rooms and rink restrooms.

Justification

Builder grade RTU's have a typical useful life of 15 years. The 6 units described here were either replaced or added in 2007 during the complex renovation. In 2021, these RTU's will be at the 14 year mark. The direct fire furnace that is responsible for heating various areas in our ice arena is original to our building and will be 25 years old. This unit is well beyond its useful life, and will be replaced with a more efficient piece of equipment.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$255,000	$0	$0	$0	$ 255,000
TOTAL	$0	$255,000	$0	$0	$0	$ 255,000

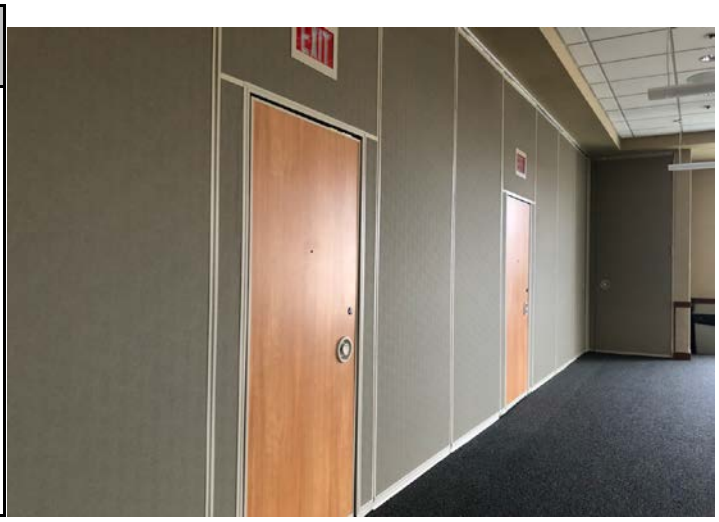
Project: **Facility-Meeting Room Partitions**	**Fund:** Capital Improvement Sales Tax
Department: Parks & Recreation	**Program:** Parks and Rec Capital Improvement

Description

Replacement of the meeting room moveable wall partitions (excluding the track).

Justification

The partitions are used on a daily basis to divide the big meeting room space in halves or quarters. They receive annual inspections and are repaired regularly. The partitions will be 17 years old. The figure below is for everything except the track, which should be good until approximately 2047.



Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$0	$ 65,000	$ 65,000
TOTAL	$0	$0	$0	$0	$65,000	$ 65,000

Project: Facility-Parking Lot and Lights	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks and Rec Capital Improvement

Description

In FY 20 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 FY19 Lights $100,000, Parking Lot $200,000

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$300,000	$0	$0	$0	$0	$300,000
						$0
TOTAL	$300,000	$0	$0	$0	$0	$300,000

Project: Fitness-Circuit & Cardio Equipment	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks and Recreation Capital Improvement

Description

FY21 and FY24 are the next 3-year replacement cycle for the cardio equipment.

Justification

Cardio equipment is rotated out every three years so that we always have the latest technology and the memberships sees that we value their dollars and time spent with us.

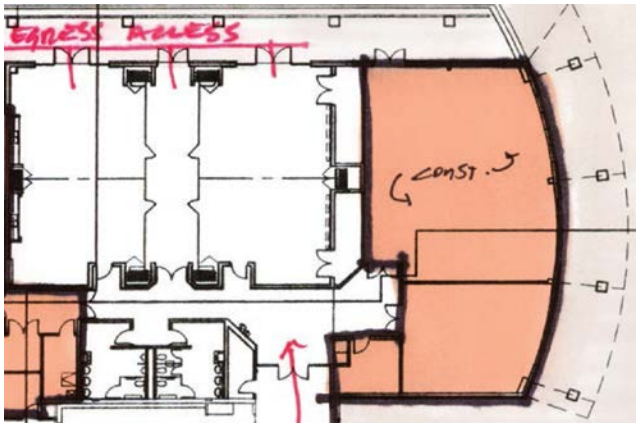
Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$160,000	$0	$0	$160,000	$320,000
						$0
TOTAL	$0	$160,000	$0	$0	$160,000	$320,000

Project: Fitness-Studio/Meeting Room	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks & Rec Capital Improvement

Description

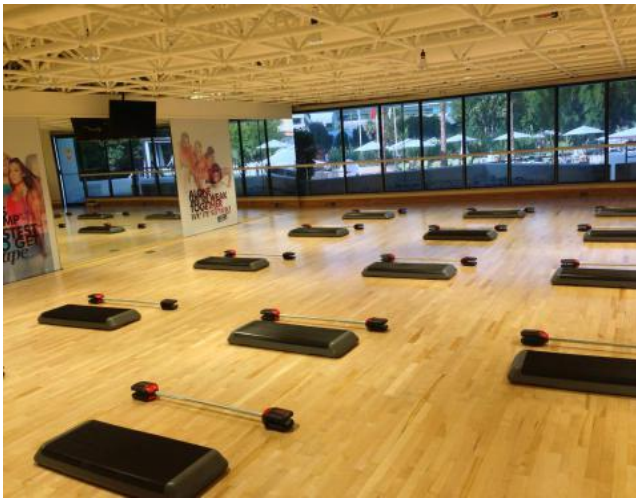
A group exercise room was part of the original design of the Recreation Complex and is indicated in orange in the schematic at right. It was to be located to the right of the main entry stairs to the Rec Center on the north east corner of the building, near the corner of Ambrose Way and the parking lot. It was sized at 1700 sq. ft. to accommodate exercise groups of up to 25 people.



Current meeting rooms in white, shaded areas on right show where the new room would be located.

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, and will free up the meeting rooms for more rentals, ultimately resulting in greater revenue generation. In FY19 we are using a Muni Park Planning Grant to start the design of this area. Full design and construction would then utilize a Muni Park Construction Grant in FY21.



Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr. Sales Tax	$0	$50,000	$0	$0	$0	$50,000
Muni Park Grant	$0	$475,000	$0	$0	$0	$475,000
TOTAL	$0	$525,000	$0	$0	$0	$525,000

Project: Gymnasium Floor Refinish	Fund: Capital Improvement Sales Tax
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 2020, it will be at the 11-year mark. (Top photo shows current condition; bottom was newly-refinished floor in 2009.)

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$25,000	$0	$0	$25,000
TOTAL	$0	$0	$ 25,000	$0	$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	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$35,500	$0	$0	$ 35,500
TOTAL	$0	$0	$ 35,500	$0	$0	$ 35,500

Project:	Fund:
Ice Resurfacer	Capital Improvement Sales Tax
Department:	**Program:**
Parks & Recreation	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 run 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	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr. Sales Tax	$0	$0	$140,000	$0	$0	$140,000
TOTAL	$0	$0	$140,000	$0	$0	$140,000

Project:	Fund:
Slit Seeder	Capital Improvement Sales Tax
Department:	**Program:**
Parks & Recreation	Parks & Rec Capital Improvement

Description

This slit seeder is used routinely to condition and prep soil as well as plant seed on the ballfields and park lawn during spring and fall renovations.

Justification

The current slit seeder was purchased in 2009 and will be 15 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	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$0	$17,000	$17,000
TOTAL	$0	$0	$0	$0	$17,000	$17,000

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.

current Sandpro

Justification

The current sandpro was purchased in 2008. At the time of replacement it will be 14 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.

proposed groomer

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$26,000	$0	$0	$26,000
TOTAL	$0	$0	$26,000	$0	$0	$26,000

Project: Compact Utility Loader	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks & Rec 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.

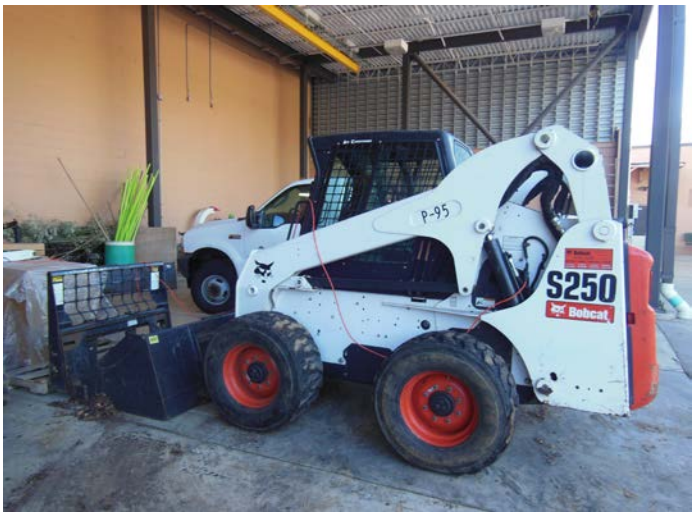
Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$32,000	$0	$0	$0	$0	$32,000
TOTAL	$32,000	$0	$0	$0	$0	$32,000

Project: Skid-Steer Loader	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks & Rec 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 14 years old at time of replacement. Scheduled replacement is based on a combination of age, hours used and general mechanical condition. This item has been pushed back in the CIP a couple of years as the current unit is still functioning well.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$45,000	$0	$45,000
TOTAL	$0	$0	$0	$45,000	$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 use 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 used and general mechanical condition.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$33,000	$0	$0	$33,000
TOTAL	$0	$0	$33,000	$0	$0	$33,000

Project: Park-Tractor	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks and Rec Capital Improvement

Description

This tractor is used routinely to pull the slit seeder, spreader, ballfield top dresser and other farm implements throughout the year and routinely during spring and fall renovations and field prep.

Justification

The current Kubota MS 5400 was purchased in 1996 and will be 28 years old at the 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	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$0	$27,500	$ 27,500
TOTAL	$0	$0	$0	$0	$27,500	$ 27,500

Project: Park-Vehicles	Fund: Capital Improvement Sales Tax
Department: Parks and Recreation	Program: Parks and Rec 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. FY21 will be a 1-ton with flat bed. FY22 will be a 2-ton dump truck. FY23 will be a 1-ton with flat bed. All trucks being replaced will be 12 - 14 years old at the time of replacement. FY24 will be a passenger SUV used by the director with 80,000+ miles.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$42,000	$34,500	$60,000	$35,000	$30,000	$201,500
TOTAL	$42,000	$34,500	$60,000	$35,000	$30,000	$201,500

Project: Park Trail Replacements	Fund: Park Improvement Sales Tax
Department: Parks & Recreation	Program: Park Improvement

Description

The walking trails located in Blackburn and Ivory Crockett Parks are heavily used by many park attendees. They provide a passage way to the ball fields, pavilions, bird sanctuary, parking lots and bathrooms along with recreational walking.

Blackburn Park trail

Justification

At 19 years old the 4,200 linear foot of asphalt pathway in Blackburn Park will need to be totally replaced. We propose to replace it with a concrete sidewalk that will have lower maintenance cost throughout the years. In FY24 the 1,550 linear foot (14,000 sq ft) trail in Ivory Crockett will be ready for replacement.

Ivory Crockett trail

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Park Impr Sales Tax	$0	$144,000	$0	$0	$70,200	$214,200
TOTAL	$0	$144,000	$0	$0	$70,200	$214,200

Project: Playground Improvements	Fund: Park Improvement Sales Tax
Department: Parks & Recreation	Program: Park Improvement

Description

Renovation of playgrounds in our park system continues with a renovation to Blackburn, McKee and Memorial Parks.

Justification

Blackburn Playground was installed in 2002 and at the time of replacement will be 18 years old. We hope to utilize a Muni Park Grant to make this playground more inclusive by adding ramps and retaining walls that will allow children with mobility issues to still access the top of the playgrounds. McKee Playground has not seen any significant improvements in 20+ years, does not meet industry standards, and is the worst park in our system. Memorial Playground was installed in 1997. It was purchased with cell tower funds. In FY22 we will seek a Muni Park Grant to help pay for safety surfacing at both McKee and Memorial Playgrounds.

Blackburn

McKee

Memorial

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Park Impr Sales Tax	$150,000	$0	$120,000	$0	$0	$270,000
Municipal Park Grant	$100,000		$100,000			$200,000
TOTAL	$250,000	$0	$220,000	$0	$0	$470,000

Project: Court Repair	Fund: Capital Improvement Sales Tax
Department: Parks & Recreation	Program: Parks & Rec Capital Improvement

Description

The outdoor courts at Ivory Crockett and Larson Park 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 then 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 survey of the users of these courts.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$42,000	$0	$0	$42,000
Park Impr Sales Tax	$0	$0	$0	$115,000	$0	$115,000
TOTAL	$0	$0	$42,000	$115,000	$0	$157,000

Project: Memorial Park Restoration	Fund: Park Improvement Sales Tax
Department: Parks and Recreation	Program: Park Improvement

Description

Memorial soccer field renovations include removing the existing sod on the athletic fields to achieve a 2% grade fall which will allow for proper drainage. Irrigation valves and heads will be adjusted to meet grades, rototilling will be performed to reduce soil compaction, soil amendments will be incorporated and the field will be prepped for sod then laser graded. The fields will then be sodded with an athletic field mix of turf type fescue. The potential of donations from several user groups will be pursued.

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. For one soccer season the field will be unplayable as sod needs to be laid in the fall when temps are below 85 degrees and above 50 degrees.

Project Costs and Funding Source

Funding Source	FY20	FY21	FY22	FY23	FY24	TOTAL
Park Imp Sales Tax	$165,000	$0	$0	$0	$0	$165,000
TOTAL	$165,000	$0	$0	$0	$0	$165,000

Project: Parks-Gazebo Park Bricks	Fund: Park Improvement Sales Tax
Department: Parks & Recreation	Program: Park Improvement

Description

The pavers at Gazebo park have settled and become an uneven surface to walk on.

Justification

The existing brick pavers have sunken and settled over time into an uneven surface for safe walking and need to be removed, releveled and reinstalled.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Park Impr Sales Tax	$36,000	$0	$0	$0	$0	$ 36,000
TOTAL	$36,000	$0	$0	$0	$0	$ 36,000

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.

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.

Typical Passenger Vehicle
2009 Ford Escape

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$49,000	$26,000	$25,750	$52,250	$54,400	$207,400
TOTAL	$49,000	$26,000	$25,750	$52,250	$54,400	$207,400

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 FY21, the 2011 F-250 garage pickup truck will be replaced.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$51,000	$53,000	$0	$0	$104,000
TOTAL	$0	$51,000	$53,000	$0	$0	$104,000

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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$65,310	$0	$0	$72,400	$137,710
TOTAL	$0	$65,310	$0	$0	$72,400	$137,710

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. At the time of replacement, 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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$134,800	$138,100	$150,000	$154,500	$0	$577,400
TOTAL	$134,800	$138,100	$150,000	$154,500	$0	$577,400

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 590 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 in FY 2021.

Proposed Tractor Loader

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$113,300	$0	$0	$123,806	$237,106
TOTAL	$0	$113,300	$0	$0	$123,806	$237,106

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 which 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 its useful service life at the time of replacement. The dump trucks identified are both 2012 Ford 1-1/2 ton dump trucks.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$172,570	$0	$0	$172,570
TOTAL	$0	$0	$172,570	$0	$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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$224,000	$0	$224,000
TOTAL	$0	$0	$0	$224,000	$0	$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 22 years old at the time of replacement. This vehicle was delayed from purchase last year.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$52,000	$0	$0	$0	$0	$52,000
TOTAL	$52,000	$0	$0	$0	$0	$52,000

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 30 years old at time of replacement. This vehicle was delayed from purchase last year.

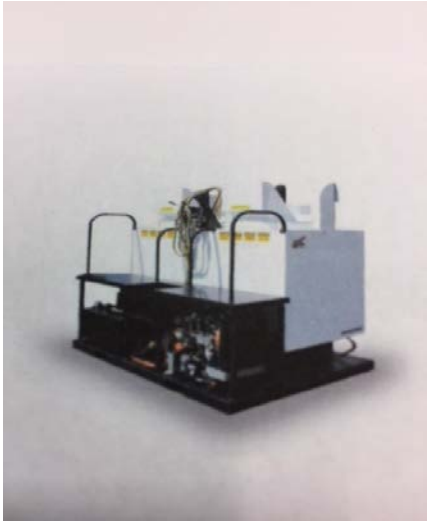
Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$62,500	$0	$0	$0	$0	$62,500
TOTAL	$62,500	$0	$0	$0	$0	$62,500

Project: Thermoplastic Pre-Melting Kettle	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

Thermoplastic pre-melting 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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$47,690	$0	$0	$0	$0	$47,690
TOTAL	$47,690	$0	$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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$60,000	$0	$0	$69,800	$129,800
TOTAL	$0	$60,000	$0	$0	$69,800	$129,800

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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$64,920	$0	$0	$0	$64,920
TOTAL	$0	$64,920	$0	$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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$0	$0	$250,000	$0	$250,000
TOTAL	$0	$0	$0	$250,000	$0	$250,000

Project: Traffic Signal Improvements	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

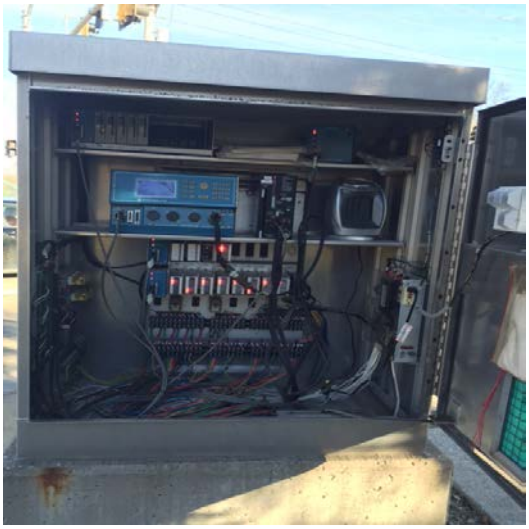
Description

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 Glendale and Newport and Kirkham are scheduled for replacement in FY20.

Controller Units _Elm & Glendale



Pedestrian Push Button_Elm & Glendale

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$100,000	$0	$0	$0	$0	$100,000
TOTAL	$100,000	$0	$0	$0	$0	$100,000

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 to 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. Several locations are being considered.

High Intensity Activated Crosswalk (HAWK)

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$35,000	$0	$0	$0	$0	$35,000
TOTAL	$35,000	$0	$0	$0	$0	$35,000

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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$85,000	$100,000	$0	$0	$185,000
TOTAL	$0	$85,000	$100,000	$0	$0	$185,000

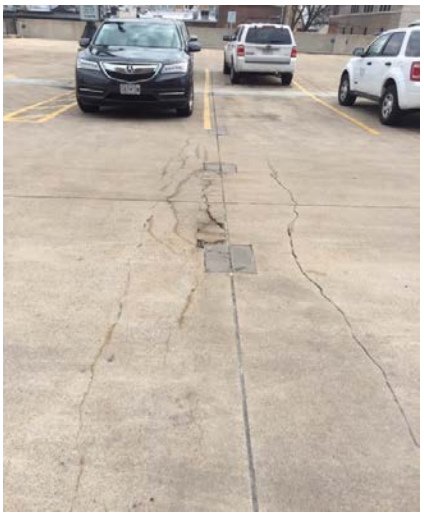
Project: Parking Garage Sealing	Fund: Capital Improvement Sales Tax
Department: Public Works	Program: Public Works Capital Improvement

Description

Repairs to the parking garage in the Old Webster Business District included the removal of delaminated concrete deck locations to full slab thickness and to a sound perimeter. New concrete was placed after cleaning of rust from the exposed rebar. After these repairs cured, a base coat of P-Tuff Classic Base Coat at 25 mil thickness was applied with broadcast aggregate into the coating at a rate of 25 pounds per 100 square feet over the entire deck. A top coat was then applied to seal the new base coat. It is recommended that the entire deck be sealed with a urethane traffic coating system every 3 years after the repairs.

Justification

The sixteen year old Public Parking Garage in the Old Webster Business District was 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. Repairs were made to the areas of distress including expansion joints, perimiter cove joints and the deck pavement. A urethane traffic coating system is recommended to completely seal the entire deck every 3 years. The first application is scheduled for FY21.



Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$200,000	$0	$0	$220,000	$420,000
TOTAL	$0	$200,000	$0	$0	$220,000	$420,000

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 old before resurfacing would occur.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Street Improvement Tax	$751,880	$751,880	$751,880	$476,880	$476,880	$3,209,400
Capital Impr Sales Tax				$300,000		$300,000
TOTAL	$751,880	$751,880	$751,880	$776,880	$776,880	$3,509,400

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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Capital Impr Sales Tax	$0	$250,000	$0	$0	$0	$250,000
TOTAL	$0	$250,000	$0	$0	$0	$250,000

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 FY20 are located in the Southeast part of town.

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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Street Improvement Tax	$213,440	$122,560	$119,320	$234,790	$235,710	$925,820
TOTAL	$213,440	$122,560	$119,320	$234,790	$235,710	$925,820

Project: Storm Water Improvements	Fund: Storm Water Improvement Sales Tax
Department: Public Works	Program: Storm Water Improvement

Description

Projects for FY 2020 include the design of the culvert on Newport at Yeatman that is deteriorating. The design firm will be selected once the budget is approved. Construction of the replacement culvert will be scheduled for FY21.

Newport at Yeatman

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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Storm Water Sales Tax	$80,000	$500,000	$200,000	$90,000	$90,000	$960,000
TOTAL	$80,000	$500,000	$200,000	$90,000	$90,000	$960,000

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 $330,000 should the project be approved.

Project Costs and Funding Source

Funding Source	FY 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Grant Fund	$0	$0	$329,636	$0	$0	$329,636
Capital Impr Sales Tax	$21,205	$0	$82,409	$0	$0	$103,614
Crossroads Tax District	$20,000	$0	$0	$0	$0	$20,000
TOTAL	$41,205	$0	$412,045	$0	$0	$453,250

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 including 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.

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 20	FY 21	FY 22	FY 23	FY 24	TOTAL
Grant Fund	$247,730					$247,730
Capital Impr Sales Tax	$61,933					$61,933
TOTAL	$309,663	$0	$0	$0	$0	$309,663

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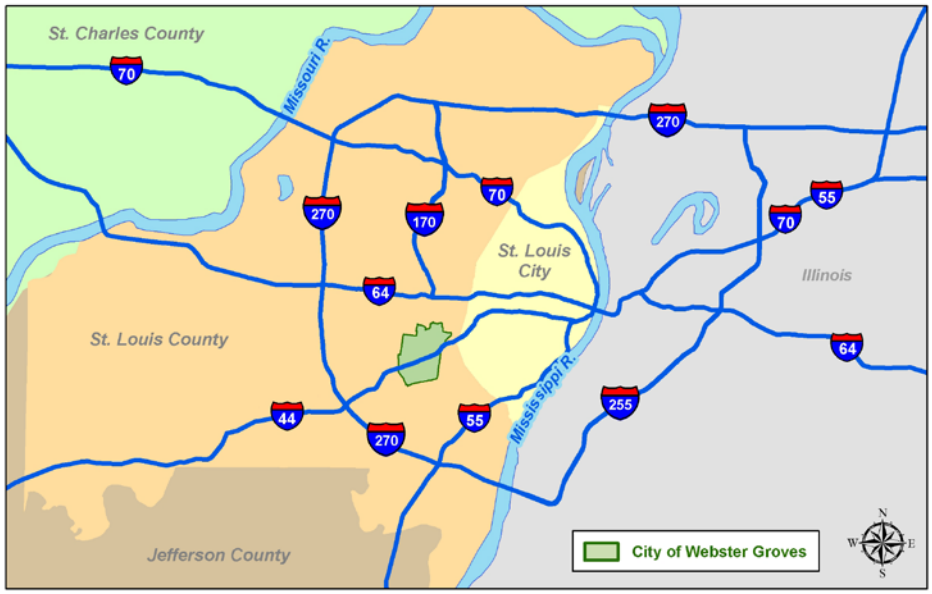
A History of Our Community

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.



Description	Rate per $100	Percent of Tax Bill
St. Louis County	$ 0.4890	5.5%
Community College	$ 0.2129	2.4%
Special School District	$ 1.1980	13.6%
Webster School District	$ 5.3654	60.8%
Metro Zoo / Museum	$ 0.2724	3.1%
Webster Groves Library	$ 0.2630	3.0%
City of Webster Groves	$ 0.7980	9.0%
Miscellaneous	$ 0.2310	2.6%
Total	$ 8.8297	100.0%

CITY SHARE - RESIDENTIAL PROPERTY TAX BILL
TAX YEAR 2018

	Rate per $100	Percent of Tax Bill
Debt Retirement	$ 0.2410	30.2%
General Obligations	$ 0.2170	27.2%
Street Improvements	$ 0.1400	17.5%
Police & Fire Pension Plan	$ 0.2000	25.1%
TOTAL	$ 0.7980	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
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
2018	452,099,910	62,285,540	55,940,929	6,436,685	576,763,064

(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, 2017	
Taxpayer	**Taxable Assessed Value**	**Percentage of Total Taxable Assessed Value**
ARC MPSTL LLC	5,311,610	0.928%
Yorkshire Village Inc.	4,235,680	0.740%
Lutheran Senior Services	3,180,050	0.555%
Owen Ridge Associates	2,835,840	0.495%
Mallinckrodt, Inc.	2,496,430	0.436%
PVL Old Webster LLC	2,342,740	0.409%
Novus Webster LLC	2,172,670	0.379%
Bethesda Senior Living	1,657,740	0.290%
Laclede Gas	1,643,470	0.287%
Yadon, Duane & ruth H/W	1,634,820	0.286%
	27,511,050	4.805%
Total Assessed Value	572,547,414	

	December 31, 2008	
Taxpayer	**Taxable Assessed Value**	**Percentage of Total Taxable Assessed Value**
Ameren	3,992,681	0.743%
Yorkshire Village Inc.	3,092,140	0.575%
Old Webster LLC	2,603,320	0.484%
Owen Properties LLC	2,541,530	0.473%
Seiler Instrument	1,529,580	0.285%
Camenzind Webster LLC	1,042,200	0.194%
Colonial Village Co.	1,019,690	0.190%
Webster Groves Partners	939,040	0.175%
Webster Crossing LLC	883,400	0.164%
Rockwood Court Partnership	863,000	0.161%
	18,506,581	3.443%
Total Assessed Value	537,496,752	

Source: City Department of Planning & Development

WEBSTER GROVES SALES TAX RATE
As of April 1, 2019

Description	Rate	Percent of Total Tax
State of Missouri - General Fund	3.0000%	32.5%
State of Missouri - Education	1.0000%	10.8%
State of Missouri - Conservation	0.1250%	1.4%
State of Missouri - Parks & Soil Conservation	0.1000%	1.1%
St. Louis County - Transportation	1.0000%	10.8%
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%	2.0%
St. Louis county - Public Safety	0.5000%	5.4%
St. Louis County-wide (pooled)	1.0000%	10.8%
St. Louis County - Zoo	0.1250%	1.4%
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	**9.2375%**	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	49
Number of vehicles	23
Fire protection:	
Number of sworn firefighters	38
Number of stations	2
Number of vehicles	9
Number of full-time employees	156
Parks & Recreation	
Number of parks	17
Acres of parks	127

Major Employers	Number of employees
Webster University	1,300
Webster Groves School District	965
Laclede Groves	600
Edgewood - Great Circle	450
City of Webster Groves	275
Epworth Children & Family Services	198
Ross & Baruzzini	111
Schnucks	100
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
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%
2017	22,995	1,023,300,495	44,501	40.8	60.9%	6,641	3.0%

Source: For years 2011 through 2017, 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