



CITY OF UNIVERSITY CITY, MISSOURI
ANNUAL BUDGET FISCAL YEAR 2017

July 1, 2016 to June 30, 2017

6801 Delmar Boulevard, University City, MO 63130
314.862.6767 www.ucitymo.org



GOVERNMENT FINANCE OFFICERS ASSOCIATION

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**City of University City
Missouri**

For the Fiscal Year Beginning

July 1, 2015

Jeffrey R. Erwin

Executive Director



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Lehman Walker, City Manager

6801 Delmar Boulevard, University City, MO 63130, Phone: 314.505.8534, Fax:314.863.9146

June 27, 2016

Honorable Mayor and City Council
City of University City, Missouri

Honorable Mayor and Members of City Council:

In accordance with the Charter of the City of University City, it is my honor to present the Annual Budget for 2016-2017 (FY 2017). This budget includes a one year operating budget for all funds as well as a five year capital improvement program. The overall budget continues to be a resource-constraints budget where trade-offs have been made to balance the budget. It is structurally a balanced budget with revenues equal to expenditures in all funds except the Solid Waste Fund. This budget does not use any non-recurring resources or reserves to fund ongoing expenditures.

Below is a summary of the FY 2017 Budget (dollars in thousands):

Fund	FY 2017 Revenues	FY 2017 Expenditures	Surplus (Deficit)	Beginning Fund Balance	Ending Fund Balance	Fund Balance to Expenditure
General	23,420	23,420	-	8,043	8,043	34%
Capital Improvement Sales Tax	2,300	1,983	317	400	717	36%
Park and Storm Water Sales Tax	1,250	1,249	1	218	219	18%
Grants	1,875	1,875	-	-	-	0%
Library	1,790	1,777	13	992	1,005	57%
Solid Waste	2,770	3,122	(352)	2,157	1,805	58%
Parking Garage	200	167	33	1,932	1,965	1177%
Loop Business District	128	128	-	148	148	116%
Parkview Gardens Special District	85	85	-	107	107	126%
Economic Development Sales Tax	651	650	1	1,493	1,494	230%
Sewer Lateral	585	585	-	604	604	103%
Total	\$ 35,054	\$ 35,041	\$ 13	\$ 16,094	\$ 16,107	46%

Budget Highlights

Key highlights of the budget include:

- 1) Slight increase in residential properties assessed value resulted in the lower rates.
- 2) Partnering with the University City School District and local businesses to fund a Youth Employment Program.
- 3) Continuing to fund U City in Bloom for the maintenance of gardens and other beautification projects throughout the City.

- 4) Funding for the Chamber of Commerce to assist with economic development.
- 5) Funding for the annual Fair U City.
- 6) Increasing funds to upgrade aging city owned buildings.
- 7) Providing a 2% cost of living increase for all full-time city employees.

Budget Influences

The objectives of this budget are to maintain a high level of services with a moderate increase in revenues, and continue to implement strategies and policies articulated in the City's long-range plans and initiatives. Several factors impact these objectives, including:

- Realistic projection of revenues and expenditures help to ensure that adequate resources will be available to meet budgeted obligations.
- The FY 2017 General Fund fund balance level will be lowered from 55% to 34% of the operating expenditures. This fund balance excluded the \$7 million committed for the construction of the Police facility. The City's resolution is to maintain a level of 17% in the fund balance.
- The cost of living increases for all employees are budgeted at 2%, which will help retain high quality employees.
- The costs of employee benefits continue to increase, specifically for medical insurance and pension contributions which are projected to be 7% and 5%, respectively.
- Major fees, penalties and interest on delinquent bills remain the same as previous years.

Budget Overview

This budget includes projected revenues and expenditures for ten budgeted funds. The total revenues in all funds are projected to be \$35,054,000, an increase of 3% from FY 2016. This is primarily based on an expectation that the completion of the Trolley project will bring additional sales tax. The total expenditures are projected to be \$35,041,000, which is an increase of 4% from FY 2016, mainly for Capital Improvement Program and grant expenditures. The FY 2017 Budget is anticipated to be a balanced budget for all funds. A notable deficit is generated from the Solid Waste Fund, but deficit was offset by a surplus from the Capital Improvement Sales Tax and Parking Garage funds.

This is the second year that capital improvement and park and storm water sales tax revenue are captured in the separate Special Revenue Fund. The revenues from these sources are projected at \$2.3 million and \$1.25 million, respectively.

To meet the standards set forth by the Government Finance Officers Association, the various bond agencies which evaluate the City's financial health and the City's own policies, the City will continue to provide responsible financial management. To that end, the City will strive to maintain the unassigned fund balance in the General Fund at approximately 34% of the operating expenditures.

The University City Library's main source of revenue is property taxes. A decline in the assessed value of properties in University City directly impacted its revenue. The Library projects a balanced budget for FY 2017. All other component units of the City, specifically the

Loop Special Business District and the Parkview Gardens Special Business District, maintain balanced budgets. The property tax rates for FY 2017 for SBD Loop are \$0.586 for residential and \$0.498 for commercial while the rates for SBD Parkview Gardens are \$0.598 for residential and \$0.850 for commercial.

The Solid Waste Fund highlights include nearly \$200,000 for both private and public street sweeping and improvements to the transfer station. The Solid Waste Fund projects a deficit of \$352,000. This deficit is mainly due to a transfer of man hours from the Street Division for street and alley sweeping and additional cost for composting service. Staff plans to propose a fee increase between 12%-14% in the second quarter of FY 2017. The Parking Garage Fund continues to maintain a self-sustained position with the estimated expenditures of \$167,000 and \$33,000 surplus in FY 2017.

Other budget summaries include:

- The General Fund (the City's operating fund) revenues are estimated at \$23,420,000, which represents a slight decrease from the previous year's budget due to the out sourcing of ambulance service. The expenditures are estimated at \$23,420,000 which slightly decreases from FY 2016 adopted budget. Revenues are projected to be equal to expenditures.
- Public safety remains an area of focus for the City. These two areas' combined expenditures represent over 50% of the total General Fund operating expenditures.
- Capital Improvement expenditures, including grants and Solid Waste Fund, are \$3,664,500.

Economic Outlook

Although this is a sustainable budget, the City continues to face uncertainty in the future. The overall growth of revenues remains relatively weak and expenditures continue to rise.

City revenue estimates for sales tax and other economic related activity continue to be either flat or slightly increased from previous years; which has a significant impact on the budget. The City is operating with a very moderate projection of revenue levels and long-term projections do not demonstrate an increase in revenue of more than one percent (1%) for the next few years.

The City's economic outlook is stable in comparison to regional trends. The City continues to identify and eliminate barriers to investment and make positive changes to enhance the environment. Over the past year, multi-family and commercial developments and planned projects continue to improve the fiscal stability of the City and provide a variety of employment opportunities and services to residents. However, additional economic diversity is needed to ensure that the City does not depend too heavily on one segment. Unique incentive programs should be developed to nurture gaps in the marketplace and retain existing businesses. An update to the City's Comprehensive Plan is underway, and will help develop policies and strategies to meet economic development challenges.

Moderate increases are expected in revenue levels. It is important to recognize the City's classification as a "pool city" and that retail performance will continue to be entangled with other jurisdictions in the near future. Therefore, additional residential growth is beneficial to the City in terms of the pool distribution.

The City still has significant financial challenges ahead in continuing to provide the current quality of City services and significant improvements to the City's infrastructure which includes streets, curbs and sidewalks. The ongoing support of city residents, City Council and city staff will ensure that University City continues to enjoy a high level of municipal services.

Respectfully submitted,



Lehman Walker
City Manager



Principal Officers

Mayor

Shelley Welsch

City Council

Terry E. Crow
Ward One

Stephen Kraft
Ward One

L. Michael Glickert
Ward Two

Paulette Carr
Ward Two

Arthur Sharpe, Jr.
Ward Three

Rodney Jennings
Ward Three

City Manager

Lehman Walker

Director of Finance

Tina Charumilind

Director of Public Works and Parks

Sinan Alpaslan

Police Chief

Charles Adams

Director of Community Development

Andrea Riganti

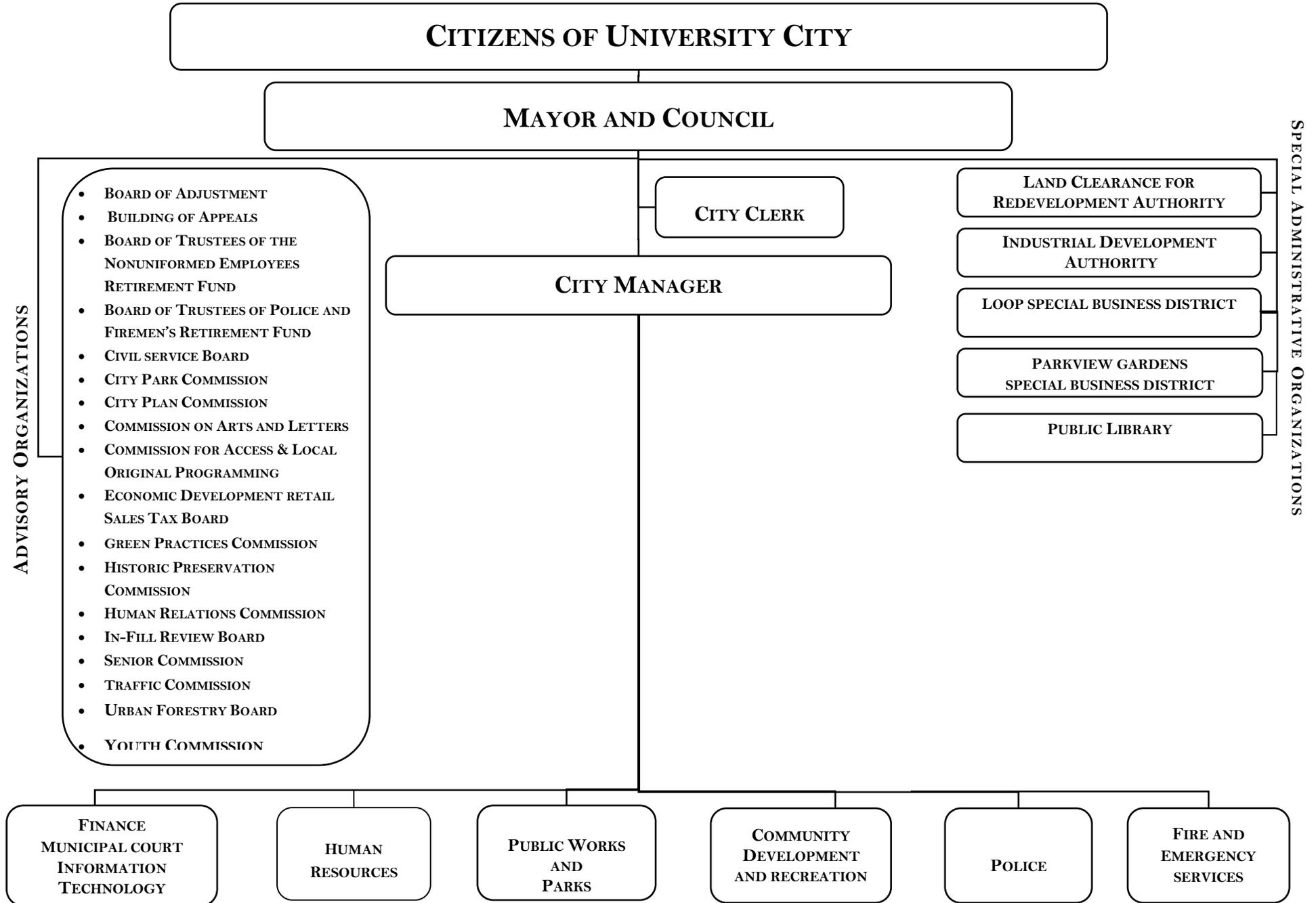
Fire Chief

Adam Long

City Clerk

Joyce Pumm

GOVERNMENT OF THE CITY OF UNIVERSITY CITY, MISSOURI





EXECUTIVE SUMMARY

The City is an inner-ring suburb on the western boundary of the City of St. Louis, Missouri. The City is located in St. Louis County. It ranks third and sixth with respect to total population and assessed valuation in St. Louis County. The City was founded by Edward Gardner Lewis and was incorporated in 1906.

The form of government established by Charter is Council-Manager. The City Council is the legislative and governing body of the City. It consists of six Council members and the Mayor, all of whom are elected by the residents of the City. Council members are elected from three wards to serve four-year staggered terms. The Mayor is elected at large and serves a four-year term. The City Council and Mayor appoint the City Manager and City Clerk, and enact legislation to protect the health, safety, and general welfare of the citizens of the City. The City Manager directly supervises all City government agencies and departments, except the Library, while also serving as chief advisor to the City Council.

The City is considered a residential community with a diverse population. There are approximately 35,400 residents (U.S. Census Bureau 2010) and 18,000 housing units in the City. The population density is 6,000 inhabitants per square mile. The area of the City is approximately 6 square miles.

The City provides a full range of municipal services for its citizens. These include public safety (police and fire), streets, sanitation (solid waste), culture and recreation, public improvements, community development, and general administrative services.

Economic Condition and Outlook

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment the City operates within.

- **Local economy.** Known for a diverse mix of retail and restaurant establishments and cultural activities, the City is a regional destination in the St. Louis region. It is located north of Washington University Saint Louis, west of the City of St. Louis, and near major transportation corridors making access to City attractions convenient. Most commercial development is located along two major thoroughfares; Olive Boulevard and Delmar Boulevard. These two roadways run parallel to each other, traversing the City from East to West. The City's economy is also supported by secondary business districts and neighborhood serving commercial districts. The City is fully landlocked and developed as a stable residential community with a large variety of housing types that contribute to growth in residential and commercial assessed values. The City's future growth continues to in the development and redevelopment of business and residential areas.
- **Long-term Financial Planning.** Each year the City updates its five-year capital improvement plan. Projects totaling over \$12.4 million are planned for the fiscal years 2017 through 2021. The City confines long-term borrowing to capital improvements or projects that cannot be financed from current revenues, and where the issuance of long-term debt is required. The bonds are paid back within a period not to exceed the expected useful life of the project. Projects for which bonds have been issued include expansion and renovation of the city's recreational facility, renovation of City Hall and renovation of Fire Station #2. A general obligation property tax levy repays a small issuance of debt related to City Hall renovations. The City paid off general obligation bonds in March of 2015. The parking garage revenue is used to repay a portion of the debt. Started in September 2015, the remainder and majority of the debt are paid by capital improvement and park and storm water sales tax revenues.

As state on page iii, the City is a "pool city" and greatly benefit from the pool. If the County sales tax distribution formula is changed due to other pool city challenges the Missouri's constitution, the City may have a negative financial impact in the near future.



BUDGET GUIDELINES

This budget document serves two primary but distinct purposes. One purpose is to present the City Council and the public with a clear picture of the services provided by the City of University City and of the policy alternatives that are available. The other purpose is to provide city management with a financial and operating plan that adheres to the City's financial policies. It also communicates the vision of the City Council and leadership team for the City of University City and presents the financial and organizational operations for each of the City's departments.

In an effort to assist users in navigating through this document, the following guide is provided. The document begins with the City Manager's message that provides an overview of the City's budget. The budget calendar and a description of the budget process will help the user understand the time and effort the City puts into developing a budget.

Budget Message

The City Manager's budget message articulates policy issues and priorities for the fiscal year. It also outlines key components of the upcoming budget.

Changes to the Budget Document

The City strives to simplify and enhance the budget document for readability and also to enhance understanding of the information. FY 2017 is the second year that contains substantial changes to the General Fund revenues and expenditures. Below is the listing of reorganization and informational items for the FY 2016 budget.

1. The City has established two special revenue funds, which started in FY 2016:
 - Capital Improvement Sales Tax – This fund is used to account for a revenue resource from the one-half cents Capital Improvement Sales Tax passed by voters in April 1996. This revenue is used to pay for an approximately of 65% of principal and interest payments on Certificates of Participation Series 2012 (COPs 2012) as well as the City's capital projects for annual infrastructure maintenance.
 - Parks Sales Tax – This fund is used to account for a revenue resource from the one-half cent Parks Sales Tax passed by voters in November 2001. All parks and recreation activity is tracked in this fund. The remaining of principal and interest payments on Certificates of Participation Series 2012 is made from revenue generated within this fund.
2. In September 2015, the City started outsourcing ambulance services to Gateway Ambulance Service LLC. This transition decreased a significant amount of revenue and related expenditure in Fire Department.

Budget Summaries

The budget summary offers an overview of the City's finances and examines the following areas:

- The budget components, process, and budget amendment policy
- Financial and operational summaries for all governmental funds
- Historical trends for revenues and expenditures

Operating Budget

This section provides a closer look at the various functions of each department. Each department has provided a description of its core job functions, mission statement, goals and objectives for the upcoming year, as well as recent accomplishments and other relevant statistics. The budget summaries include both historical and current year financial data for programs and services offered by the department. They also include a summary of the type of expenditures incurred by the department as well as trends on authorized staffing.



Appendix

This section includes the history of University City and some key City statistics regarding population, personal income, occupational distribution, school enrollment and much more.

Also included is a glossary of important financial and budgetary terms that are used throughout the budget document, which helps address many of the City's most important aspects.

Account Changes

Started in FY 11, the City changed the accounting for the Solid Waste Fund from a Governmental Fund to an Enterprise Fund. This change resulted in a transfer of an approximately \$250,000 of depreciation expense that would traditionally be allocated to all other departments within the General Fund via the Internal Service Fund (Fleet Fund). In addition, this enterprise fund also has its own bank account effective in December 2014.

In FY 12, Tax Increment Financing Fund for Olive Central was dissolved. The properties were transferred to the City and were being held for resale to the developers. These properties are currently worth \$1.4 million.

University City Public Library was reclassified as discretely presented component units effective in FY 2014. For the fiscal year ended June 30, 2014, its statement of net position and activities are presented accordingly. The Board of Trustee approves its annual budget. The Library's budget is also included here as information only.



BUDGET PROCESS

The annual budget process is designed to meet the requirements of the charter of the City of University City and the statutes of the State of Missouri. The City's fiscal year begins on July 1st and ends on June 30th of the following year. The proposed budget period will be from July 1, 2016 to June 30, 2017 or as referred to in this document, Fiscal Year 2017 (FY 2017).

This process begins by the development of a budget calendar. This calendar outlines the process through budget adoption and implementation. The City Manager distributes the budget calendar and instructions to each department.

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

The City Manager holds a public hearing prior to the finalization of the proposed budget to receive comments from the public on the formation of the budget. After receiving the draft budget, the City Council will hold budget work sessions to review the entire proposed budget. In addition, a public hearing is held with the City Council to formally present the proposed budget and receive comments from the public. Notice of the public budget hearings and meetings is provided to the public. The City Council adopts the budget by resolution and final copies of the budget document are prepared. The budget is effective July 1 and is available in the Finance Department, in the City Clerk's Office, at the University City Municipal Library and on the City website at www.ucitymo.org.

After the budget is adopted, budget transfers may be approved by the City Manager up to and including \$25,000. Transfers between funds or departments, transfer of contingency funds, transfers incorporating a policy change and budget amendments require City Council approval.

Please refer to the *Budget Calendar* for details on dates and actions taken to prepare this budget document.



INTRODUCTION

DATE	ACTION	PERFORMED BY
November 13, 2015	Submit personnel request and capital improvement program to Finance	Department Directors
November 19, 2015	Hold public Budget Meeting for citizen input	City Manager
December 8, 2015	Budgeted salaries increases are provided to City Manager and Department Directors	Finance
December 22, 2015	Submit completed Capital Improvement Program (CIP) forms to Finance	Department Directors
January 1- 8, 2016	Entering Department budgets and submit program indicators to Finance	Department Directors
January 12, 2016	Prepare preliminary summaries of revenue and expenditures for review by City Manager	Finance
January 14, 2016	Hold public Budget Meeting for citizen input	City Manager
February 4, 2016	Hold public Budget Meeting for citizen input	City Manager
February 9-12, 2016	Conduct Department meeting with Director presenting Proposed Budget	City Manager Department Directors
February 15-19, 2016	Prepared draft Proposed budget for printing	Finance
February 22, 2016	Submit Proposed Budget to City Council	City Manager
May 23, 2016 (Council Meeting)	Hold official public hearing on FY 17 Budget	City Council
June 27, 2016 (Council Meeting)	Submit Annual FY 17 Budget and CIPs	City Manager
July 1, 2016	Begin Fiscal Year 2017	All
August 1, 2016	Distribute final printed budget document	Finance

BUDGET SUMMARY

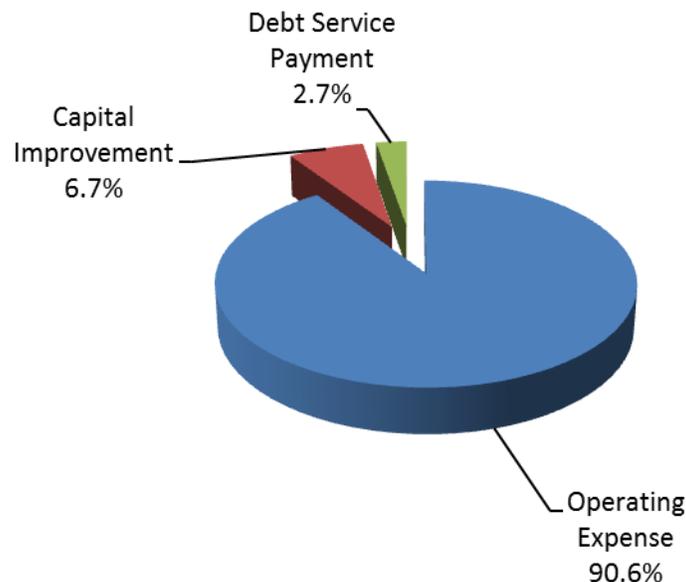
The annual budget for the City of University City is divided into three major components that include all appropriations for the City are explained below:

1. The *operating budget* finances the day-to-day provision of City services totals \$32.5 million.
2. The *capital Improvement budget* funds the construction of city facilities, such as City Hall, Police and Fire stations, in addition to the construction of roads, public amenities and other infrastructure throughout the City. The program totals \$4.2 million, which includes \$1.8 million from grants.
3. The *debt service budget* is used to repay money borrowed by the City, primarily for capital improvements, and amounts to \$0.9 million. This total is a combined total expenditure from the General Fund, Capital Improvement Sales Tax Fund, Park and Storm Water Sales Tax Fund and Enterprise Fund (Public Parking Garage). The City does not have budget for Debt Service Fund due to the General Obligation Bonds Series 2005 was paid off in FY 2015.

The total budget, including all three components, is \$37.6 million for FY 2017. This represents an increase of \$2.0 million from the FY 2016 total budget. This is primarily due to the amount of grant revenue the City expected to be awarded.

As you can see from the pie chart below, the operating (90.6%) and capital improvement (6.7%) appropriations account for 97.3% of the total appropriations. Debt Service is accountable for 2.7%. Operating budget is discussed on the following page. The Capital Improvement Program can be found in the last section of this budget book.

**City of University City
Total FY 2017 Appropriation**





Operating Budget

The development of University City's FY 2017 budget was an open process designed to reflect the needs and desires of the community.

In November, the Finance Department initiated the budget input process for FY 2017, when all departments entered their projected expenditures into the financial management system. The City Manager met with each Department Director. The meetings provided an assessment of current economic trends, the revenue outlook for the upcoming fiscal year, and the City Manager's direction for the development of the budget.

The principal issue to address in developing the FY 2017 budget was the economy and the impact it was having on the City's resources to fund services to the community. One effect was the possible change in the 1% countywide sales tax distribution, due to not only a reduction of University City population based upon the latest census figures, but also a methodology and formula calculation change to the distributed amount. FY 2016 represents the fourth straight year that revenue resources have been moderately increased for the General Fund while demand for city services has remained steady or increased in some areas (e.g., a plan to renovate or construct the new police building), while City property tax revenues have stabilized and are projected to have a slight decrease.

As part of the FY 2017 budget development process, departments proposed reductions to their ongoing General Fund base operating budgets for non-salary related items. Each Department Director reviewed all the proposed reductions to ensure core services would continue to be provided, particularly those related to police services, as defined by City Council strategic goals.

The entire management team met in January and February to develop the City Manager's recommended budget. City Council received the City Manager's surplus budget in late February.

Public Hearing on FY 2017 Budget

A public session was held on November 19, 2015, January 14, 2016 and February 4, 2016 to discuss the pertinent issues surrounding the FY 2017 operating, capital and debt service budgets. The City Manager has included additional funding in some areas, such as hiring Senior Coordinator, funding the Chamber of Commerce to promote economic development and continue to fund the Youth Program.

Short Term Factors and Budget Guidelines

The objectives of this budget are to preserve the current level of services with declining revenues while making progress towards and implementing the City's long range plans. Significant assumptions include:

- Moderate, but realistic projection of revenues and expenditures. Moderate projections help ensure that adequate resources will be available to meet budgeted obligations.
- Slight increase in assessed value of the properties in the City has resulted in a higher tax rates. The new construction resulted in the increase of property tax revenue.
- FY 2017 Balanced Budget will lower the level of fund reserves by approximately 18%.
- Cost of living adjustments (COLA) for all employees are budgeted at 2% increase.
- Employee benefits continue to increase specifically for medical insurance and pension contributions.
- Major fees are reviewed and adjusted as needed.

Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Enterprise and Internal Service Funds financial statements are prepared using the accrual basis of accounting. Governmental Funds use the modified accrual basis of accounting. Fiduciary Funds use the accrual basis of accounting. Difference in the accrual and modified accrual basis of accounting arise in the recognition of revenue, the recording of deferred revenue, and in the presentation of expenses versus expenditures.

- Under accrual method, income is recorded in the period in which they are earned and expenditures are recorded in the period in which they are incurred.
- Modified accrual is the method under which revenues are recognized in the period in when they become available and are measurable, and expenditures are recognized in the period in which the associated liability is incurred.

Amending the Budget

Once the City Council adopts the annual budget, total expenditures cannot exceed the final appropriation of \$35.0 million for FY 2017. However, the City Manager may approve the transfer of any unencumbered appropriation balance or portion thereof from one classification of expenditures to another within a department and fund under \$25,000. At the request of the City Manager, the City Council may, by resolution, transfer any unencumbered appropriation balance or portion thereof from one department to another.

The City Charter gives the City Manager the authority to approve transfers of appropriations within the same fund without City Council approval. These types of budget transfer requests are typically reviewed by the relevant operating managers before being sent to executive management for final approval. Line item changes within the same department do not require such approvals. All administrative budget transfers are documented by management and tracked in the City's computerized financial system.



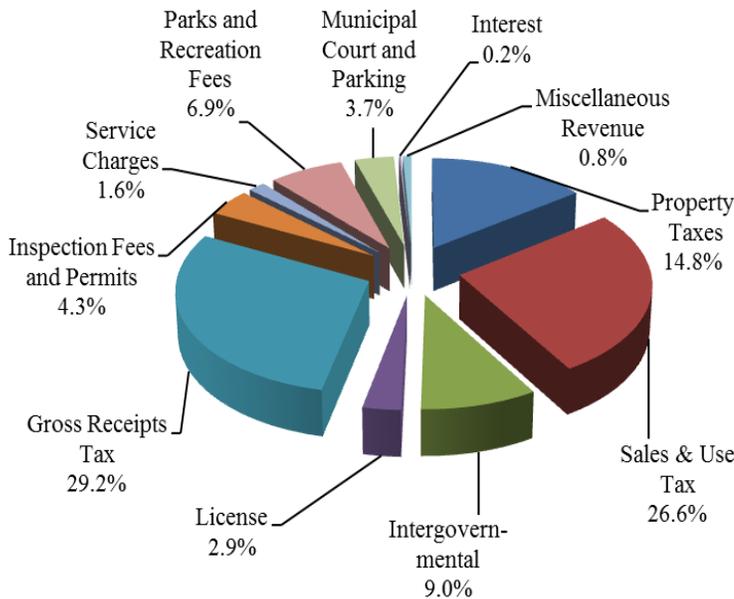
FUND DESCRIPTIONS

The City of University City uses fund accounting to track revenues and expenditures. Some funds, such as Pension Funds, are required by federal legislation. Others were adopted by the city to track and document revenues and expenditures related to specific operations. The City has five (5) main categories of funds: General Fund, Special Revenue Fund, Trust Fund, Enterprise Fund, and Internal Service Fund. These categories are used to track the activity of twelve (12) separate funds. For example, Enterprise Funds are expected to be self-supporting through revenue for the services provided. For these funds, the City charges a fee for a specific service, such as sanitation collection, and parking fees, just like any other business would do.

The City also has the following funds which are not budgeted at this time: Industrial Development Authority and Land Clearance Redevelopment Authority. The two pension funds, Police & Fire Pension and Non-Uniformed Employee Pension are provided in the budget for information only.

General (Fund 01)

The General Fund provides revenues to support general operations of the City. These revenues include property tax, sales tax, intergovernmental revenue, license fees, gross receipts tax, inspection fees, charges for City services, parks and recreation fees, municipal court and parking, and miscellaneous revenue.



The largest single source of revenue to the General Fund is Gross Receipts Tax, or Utility tax, at 29.2%. The next largest single source of revenue is the City's share of a county-wide one percent (1%) sales tax. The City's share of the sales tax is based on its per capita sales generated within a pool of certain cities in St. Louis County and unincorporated areas of the County. Other sales taxes received in the General Fund are for local use tax and fire services, combined total is approximately 26.6%, followed by Property tax at 14.8%, Intergovernmental at 9% and Park and Recreation fees at 6.9%.

Special Revenue Fund Group:

Sewer Lateral (Fund 05)

This fund provides assistance to residents experiencing sewer lateral repair and replacement costs. The source of revenue for this fund is a \$50.00 annual fee added to the property tax bill. For FY 2017, this fund projects revenue and expenditures in the amount of \$585,000 and \$585,000, respectively. With this projection, the Sewer Lateral Fund will have a balanced budget for FY 2017.



Economic Development and Sales Tax Fund (Fund 11)

University City voters approved a one-quarter cents sales tax on retail sales in University City on August 8, 2006 to increase opportunities for economic development. The sales tax increase does not increase property tax. Funds are used to support improvements along the Olive and Delmar business corridors in University City. The FY 2017 projected revenue for this fund is \$650,000.

Capital Improvement Sales Tax Fund (Fund 12)

The City created this separate fund to be used to account for a revenue resource from the one-half cents Capital Improvement sales tax passed by voters in April 1996. This revenue is used to pay for an approximately 65% of principal and interest payments on Certificates of Participation Series 2012 (COPs) as well as the City's capital projects for annual infrastructure maintenance. The FY 2017 projected revenue and expenditures for this fund are \$2.3 million and \$1.98 million, respectively.

Park and Storm Water Sales Tax Fund (Fund 14)

The City created this separate fund to be used to account for a revenue resource from the one-half cents Park and Storm Water sales tax passed by voters in November 2001. This revenue is used to pay for an approximately 35% of principal and interest payments on Certificates of Participation Series 2012 (COPs) as well as the City's capital projects for annual park and storm water maintenance. The FY 2017 projected revenue and expenditures for this fund are \$1.25 million and \$1.25 million, respectively.

Grant Funds (Fund 22)

The City created this separate fund to track grants received from various federal, state and county sources. Individual funds allow the City to comply with the specific financial and reporting requirements of each grantor agency. For FY 2017, the City anticipates the total awards from all sources in the amount of \$1.7 million.

Fiduciary Funds (For information only):

Police and Fire Pension Fund (Fund 03):

The purpose of this fund is to provide future monies sufficient to pay for pension benefits to all Police & Fire retirees. The source of the revenue is from property tax levy at the rate of \$0.166, \$0.149 and \$0.195 for residential, commercial and personal, respectively.

Non-Uniformed Pension Fund (Fund 10):

The purpose of this fund is to provide future monies sufficient to pay all pension benefits to all non-uniformed retirees.

Enterprise Funds:

Solid Waste (Fund 08)

This fund provides for the billing and physical collection of trash collection, recycling and disposal services to homes and businesses in the City. It is supported through the fees paid by sanitation customers (both residents and businesses). The City implemented the five (5) cycled billing in FY 2013. Revenues are collected on specific months based on the route of services. The projected revenue and expenditure for FY 2017 are \$2,770,000 and \$3,121,400, respectively.

Parking Garage (Fund 27)

This fund provides operations and administration of the 98-space University City Parking Garage in the Loop Special Business District. Funds are also used to pay approximately 14% of the Certificates of Participation, Series 2012. In FY 2017, the debt payment was scheduled to be \$67,000 for principal and \$2,800 for interest. The revenues and expenditures are projected to be \$200,000 and \$167,300, respectively. The source of revenue comes from the rental of ground floor retail space, Commerce Bank ATM machine and parking revenues.



Internal Service Fund:

Fleet Management (Fund 02)

This fund is used to track income and expenses of the internal services provided to City departments. The fund specifically covers vehicle maintenance needs and fuel purchased for City vehicles. City departments pay for these services on an actual usage basis. The depreciation expense will be used as replacement funds to allow the city to accumulate the money needed to replace at regular intervals the City's fleet of cars, trucks and other technology related equipment. In FY 2017, this fund anticipates a total revenue and expenditure of \$1,689,600.

Component Unit

Library (Fund 06)

This fund provides a municipal library to University City residents. The main source of revenue comes from a property tax levy for this purpose. The property tax rates for 2015 are \$0.259 for residential, \$0.238 for commercial and \$0.280 for personal. The FY 2017 projected revenue for the Library is \$1.87 million and projected expenditure is \$1.87 million (excluding the \$4,000 transfer out to the General Fund for administrative charges). With this projection, the Library will have a balanced budget for FY 2017.

University City Loop Special Business District (Fund 18)

The City established this fund to account for revenues and expenditures related to promoting retail trade activities and enhancing the environment of a Special Business District (SBD) of the City, referred to as the Loop. The projected revenue for FY 2017 is \$128,000. This is a combination of property taxes, business license fees and donations.

Parkview Gardens Special Business District (Fund 19)

The City established this fund in fiscal year 1997 to account for revenues and expenditures related to enhancing the environment of a SBD of the City. The projected revenue for FY 2017 is \$85,000 which mainly from property taxes.

Below is the table illustrates all type of revenue sources generated in the City of University City and relationship to all funds including General Fund. For example, General Fund records 1% of County-wide sales taxes and local use tax, Economic Development Sales Tax Fund records ¼ % sales tax, Capital Improvement and Park and Storm Water Sales Tax Funds record ½ % sales tax, respectively.

ANNUAL OPERATING BUDGET

REVENUES MATRIX

Revenues	General Fund	Sewer Lateral Fund	Economic Development Sales Tax	Capital Improvement Sales Tax	Park and Storm Water Sales Tax	Solid Waste and Parking Garage	Library, SBD Loop, Parkview Garden
Sales Taxes	✓		✓	✓	✓		
Local Use Tax	✓						
Property Taxes	✓	✓					✓
Motor Fuel & Gasoline Tax	✓						
Gross Receipts Tax	✓						
Grant				✓	✓	✓	✓
License	✓						✓
Inspection Fees and Permits	✓						
Charges for Services	✓					✓	
Parks and Recreation Fees	✓						
Municipal Court and Parking	✓						
Interest	✓						
Miscellaneous	✓						



The following table illustrates the relationship between functional units, major funds, and non-major funds. For example, Finance Division allocates staff labor hours to Solid Waste Fund and Library, Special Business District, Loop and Parkview Garden, and Engineering Division in Public Works Department allocates staff labor hours to Sewer Lateral, Capital Improvement Sales Tax, Park and Storm Water Sales Tax and Solid Waste Funds.

ANNUAL OPERATING BUDGET

EXPENDITURES MATRIX

Expenditures	General Fund	Sewer Lateral Fund	Economic Development Sales Tax	Capital Improvement Sales Tax	Park and Storm Water Sales Tax	Solid Waste and Parking Garage	Library, SBD Loop, Parkview Garden
Legislation	✓						
General Administration:							
City Manager's Office	✓						
Human Resources	✓						
Administrative Services:							
Finance	✓					✓	✓
Information Technology	✓						
Municipal Court	✓						
Police	✓						
Fire	✓						
Public Works and Parks:							
Engineering	✓	✓				✓	
Street Maintenance	✓			✓			
Park Maintenance	✓				✓		
Golf							
SW - Admin						✓	
SW - Operation						✓	
SW - Leaves Collection						✓	
Community Development:							
Administration	✓						
Facilities Maintenance	✓						
Recreation:							
Community Center	✓						
Aquatics	✓						
Centennial Commons	✓						
Economic Development			✓				
Public Parking Garage						✓	
Library							✓
SBD Loop							✓
SBD Parkview Garden							✓



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FIVE YEAR STRATEGIC GOALS AND OBJECTIVES (FY 2016 – FY 2020)

The Strategic Goals and Objectives are the main focus of all City's department during this time period. They highlight the City's challenges and some uncertain influences during the economic recovery times. Each goal may require multiple years to accomplish based on the limitation of the City's resources.

1. Focus on Commercial and Retail Development

- Expand efforts and partnerships to encourage the physical and economic redevelopment of Olive Boulevard.
- Carryout work-plan activities for business retention, expansion and attraction in all commercial districts.
- Continue improvements to the Olive Boulevard and Delmar Boulevard streetscapes.
- Continue to support existing successful business districts, such as the Loop. Assist with the formation of a Community Improvement District.
- Complete long-range planning efforts; implement where appropriate

2. Preserve and Stabilize Neighborhoods; Encourage Growth

- Continue efforts to attract private developers to suitable residential infill sites. Ensure infill development is contextually sensitive to the neighborhood.
- Continue proactive efforts to ensure properties are well maintained.
- Enhance the physical environment of neighborhoods through infrastructure improvements (streets, sidewalks) and enhancements (bicycle facilities)
- Continue to partner with the University City School District in marketing the City to prospective residents

3. Financial Stability and Long Term Vitality

- Identification of options of service choices (levels and types of services)
- Identification of revenue generation options
- Education of the Council and Citizens on Choices for the Community
- Refocus the philosophy of the community to "pay as you go"
- Maintain the level of the General Fund's fund reserve not only at the recommended level but also build up for the future spending if needed

4. Streamlined and Strengthened Municipal Operations

- Improve the efficiency and streamline City operations and functions.
- Promote coordination of services and expenditures across all departments.
- Promote expanded customer services approaches in all municipal operations.
- Expand support for infrastructure redevelopment and development.

5. Enhance elected official procedures to foster environment conducive to positive visionary leadership today and to the next century

- Improve the working operations and processes of the City Council.
- Maintain a dynamic and current strategic plan.

6. Focus on Infrastructure

- Maintain and enhance transportation infrastructure to provide safely accessible and acceptable levels of service and accommodate all modes of travel.
- Provide responsible municipal services efficiently and cost effectively.
- Update and maintain park infrastructure to provide safely accessible places for recreation.
- Upgrade to and maintain compliance of all municipal operations with Federal, State, and local laws and regulations.
- Coordinate municipal operations with other jurisdictional public agencies and utilities for health, welfare and safety of the public.

7. Public Safety

- To prevent and repress crime.
- To detect criminal activity and apprehend offenders.
- To protect life and property.
- To facilitate the safe movement of people and vehicles.
- To assist those in danger, those who cannot care for themselves, and those in need of assistance.
- To protect individual constitutional rights.

FINANCIAL POLICIES

The City of University City has an important responsibility to its citizens to carefully account for public funds, manage municipal finances wisely, manage growth, and plan the adequate funding of services desired by the public, including the provision and maintenance of public facilities and infrastructure.

The following financial policies are designed to establish guidelines for the fiscal stability of the City. In addition these policies perform the following functions:

- Demonstrate to the citizens of University City, the investment community, and the bond rating agencies that the City is committed to strong fiscal operations.
- Provide precedents for future policy makers and financial managers on common financial goals and strategies.
- Provide sound financial principles to guide the City Council and Administration in making decisions.
- Provide guidelines for evaluating both current activities and proposals for future programs.

Budget Policy

- 1) The budget is intended to present a complete financial plan for the coming budget year, and includes the following information:
 - a. A budget message describing the important features of the budget and major changes from the preceding year;
 - b. 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;
 - c. Proposed expenditures for each department, program or office for the budget year, together with a comparative statement of actual or estimated expenditures for the preceding two years, itemized by year, fund, activity and object of expenditure;
 - d. The amount required for the payment of interest, amortization, and debt service charges on any debt of the city;
 - e. A general budget summary.
- 2) Budgets are prepared on a basis consistent with generally accepted accounting principles (GAAP), except that encumbered amounts are treated as expenditures for budgetary purposes.
- 3) Legal budgetary control is at the object level. Budget transfers up to and including \$25,000 are approved by the City Manager. Transfers between funds or departments, transfer of contingency funds, transfers incorporating a policy change and budget amendments require City Council approval.
- 4) The proposed budget and any revised budget must conform to the statutory requirement that the total proposed expenditures from any fund shall not exceed the estimated revenues to be received, including debt issuances, transfers from other funds, and advances from other funds plus any unencumbered balance or less any deficit estimated for the beginning of the budget year.
- 5) The City's fiscal year is July 1 through June 30.

Revenue Policy

- 1) The City will attempt to maintain a diversified and stable revenue system to shelter it from short-term fluctuations in any one revenue source.
- 2) All existing and potential revenue sources will be reviewed annually to ensure revenue trends are kept current.
- 3) The City will establish user charges and fees at a level related to the full cost (operating, direct, indirect and capital) of providing services.
- 4) Monthly reports comparing actual to budgeted revenues will be prepared by the Finance Department and presented for administrative review. Quarterly reports will be presented to the City Council for review.

Accounting, Auditing and Reporting Policy

- 1) The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity with self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures.
- 2) The City maintains its records and presents fund financial statements on the modified accrual basis of accounting: revenues are recorded when susceptible to accrual, i.e. measurable and available. Available means collected within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the liability is incurred.
- 3) An independent audit will be performed annually.
- 4) The City will produce annual financial reports in accordance with GAAP as outlined by the Governmental Accounting Standards Board.
- 5) 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 the appropriate times.

Operating Budget 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. Quarterly reports will be presented to the City Council for review.
- 3) The City will maintain a competitive pay and benefits structure for its employees, within budget constraints.
- 4) The City will aggressively seek regional, state and federal grants to support capital and special projects.
- 5) The City will continue to support a scheduled level of maintenance and replacement of its infrastructure and fleet.
- 6) The City will support capital and operational investments which reduce future operating costs.
- 7) The City will strive to maintain a balanced budget in its operating funds.
- 8) The annual financial report and the annual budget will be submitted to the Government Finance Officers Association for the purpose of obtaining the awards presented in each category.

Capital Budget Policy

- 1) The City will prepare for the Council's annual adoption, 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. Items in the CIP are to consist of construction, installations or acquisitions having a long life expectancy, a fixed nature, and a unit value of \$25,000 or more.
- 2) The City will maintain its physical assets at a level adequate to protect the City's capital investment and minimize future maintenance and replacement costs. The budget will provide for the adequate maintenance and the orderly replacement of the capital plan and equipment from current revenues where possible.
- 3) All projects included in the FY 17 annual budget should have: a) current condition and/or justification of the need of the project, b) a timeframe to determine various anticipated phases of the project, c) financial implication, d) increase or decrease ongoing maintenance cost that has impact to the operating budget.

Cash Management and Investment Policies

- 1) The City will deposit all funds on the same day the funds are received.
- 2) The City will collect revenues aggressively, including past due bills of any type.

- 3) The City invests public funds in a manner that provides the highest investment return with the maximum security while meeting daily cash flow demands and conforming to all state and local statutes governing the investment of public funds.

Debt Policy

- 1) The City does not incur long-term debt to support current operations.
- 2) The City limits long-term borrowing to capital improvements or projects that cannot be financed from current revenues.
- 3) Capital projects financed through bond proceeds shall be financed for a period not to exceed the useful life of the project.

Reserve Policy

The City will maintain an unreserved fund balance in the General Fund which represents 17% of annual expenditures.

Fund Balance Policy

This policy addresses GASB Statement No. 54 which redefines the classification of fund balance in the governmental funds. Statement No. 54 - Fund Balance Reporting and Governmental Fund Type Definitions, was issued in March 2009 to enhance how fund balance information is reported, to improve its usefulness in the decision making process and to provide fund balance categories and classifications that will be more easily understood. Therefore, it is effective for the City of University City's June 30, 2011 financial statements and all subsequent annual financial statements until superseded.

The City of University City has enacted the following policy in an effort 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 City's primary objective is to maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees due to temporary revenue shortfalls or unpredicted one-time expenditures. The City of University City also seeks to maintain the highest possible credit ratings which are dependent, in part, on the City's maintenance of a healthy fund balance.

The classification of fund balance components are the following:

- 1) Fund balance - The excess of assets over liabilities in a governmental fund.
- 2) Non-spendable fund balance - The portion of a governmental fund's net assets that are not in a spendable form (i.e. inventory and prepaid) or are required to be maintained intact.
- 3) Restricted fund balance - The portion of a governmental fund's net assets that are subject to external enforceable legal restrictions (i.e. grant revenue).
- 4) Committed fund balance - The portion of a governmental fund's net assets with self-imposed constraints or limitations that have been placed by the City Council, the highest level of decision making (i.e. encumbrances).
- 5) Assigned fund balance - The portion of a governmental fund's net assets that the City intends to use for a specific purpose, intent expressed by a City Official to which the Council has designated authority.
- 6) Unassigned fund balance - Amounts that are available for any purpose, these amounts are reported only in the General Fund.

Bonded Debt Schedule

The City of University City's Long-term debt includes Special Obligation Bonds and Certificates of Participation. This overview describes each type of debt and provides a picture of the City's indebtedness. The general obligation bonds are to be liquidated by the Debt Service Fund supported by a property tax levy, and the special obligation bonds and the certificates of participation are to be liquidated by the General Fund.



General Obligation Bonds

The City currently does not have outstanding GO Bonds. However, the City may consider issuing one in the near future for a purpose of construction the new police facility. Limitations for bonding capacity are set by state statues. The Missouri Constitution authorizes cities to incur indebtness in an amount up to 10% of the assessed value of taxable tangible property by citizen vote to issue general obligation debt. In 2016, this would allow the City to borrow approximately \$59 million.

Special Obligation Bonds - These bonds are issued for public improvements and are annually appropriated from the park sales tax. In July 2005, the City issued \$700,000 of special obligation bonds payable for completing the construction, renovation and improvement of recreational facilities in the City’s Heman Park. The bonds bear interest at rates ranging from 3.5% to 4.5%. The current outstanding debt on these bonds is \$255,000.

Certificates of Participation – Certificates of Participation have been issued for public improvements and are limited obligations of the City and subject to annual appropriation. In 2003, the City issued \$6,345,000 to refund outstanding certificates related to the City’s public parking garage and to provide for the construction, renovation and improvement of recreational facilities in the City’s Heman Park, including improvements to the existing swimming pool, fitness center and related security and safety improvements. The certificates bear interest at rates ranging from 2% to 4.1%. In 2004, the City issued \$6,245,000 to renovate, improve, furnish and equip the City’s police station, fire stations and City Hall and provide additional funds to complete the construction, renovation and improvement of recreational facilities in the City’s Heman Park. The certificates bear interest at rates ranging from 2.5% to 4.6%. In 2012, the City issued \$7,020,000 to current refund outstanding certificates related to the City’s public parking garage and advance refund outstanding certificates related to police and fire stations, and construction, renovation and improvement of City Hall and the recreational facilities. The certificates bear interest at rates ranging from 0.55% to 1.65%. The current outstanding debt is \$3,575,000.

For the Years Ended June 30	Special Obligation		Certificates of Participation		Total
	Principal	Interest	Principal	Interest	
2017	\$ 50,000	\$ 10,213	\$ 895,000	\$ 54,880	\$ 1,010,093
2018	50,000	8,338	790,000	44,588	892,926
2019	50,000	6,400	795,000	33,922	890,322
2020	105,000	4,200	1,095,000	20,805	1,225,005
Total	\$ 255,000	\$ 29,151	\$ 3,575,000	\$ 154,195	\$ 4,018,346

Fraud Policy

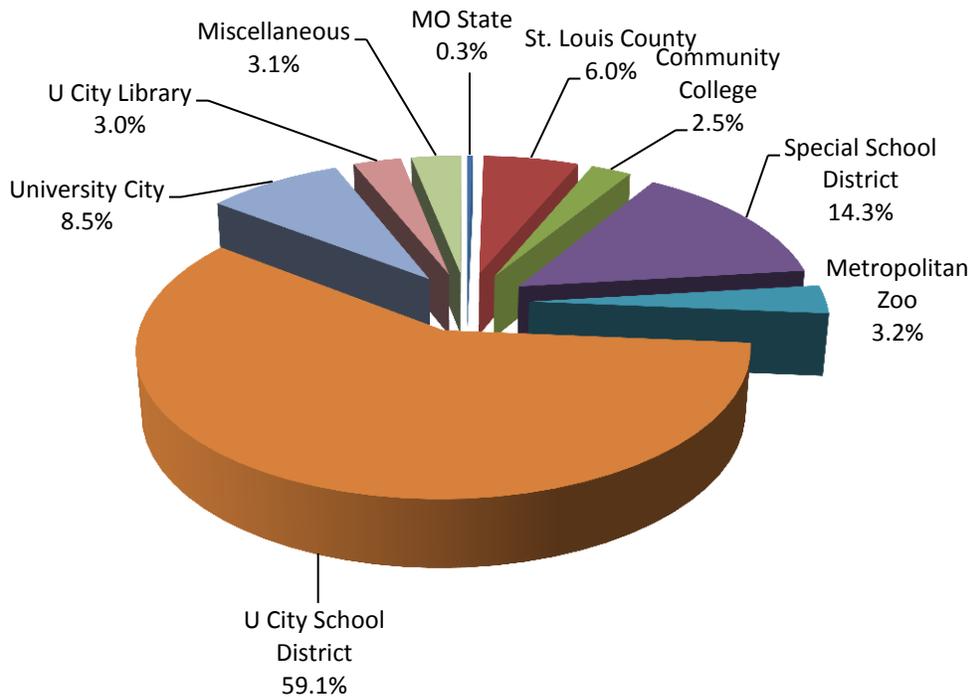
The City of University City is committed to protecting its revenues, property, information and other assets from any attempt, either by members of the public, contractors, sub-contractors, agents, intermediaries or its own employees, to gain by deceit, financial or other benefits. Examples of fraud and misuse of City assets include but are not limited to:

- 1) Embezzlement
- 2) Misappropriation, misapplication, destruction, removal, or concealment of City of University City property.
- 3) Alteration or falsification of documents (checks, time sheets, contractor agreements, purchase orders, other financial documents) or computer files
- 4) Misappropriation or misuse of City of University City resources, such as funds, supplies, or other assets such as inventory, furniture, fixtures, or equipment
- 5) Authorizing or receiving compensation for goods not received or services not performed.
- 6) Authorizing or receiving compensation for hours not worked.
- 7) Unauthorized use of City of University City logos and trademarks

Residential Property Tax Rate

Tax Category	Rate/\$100	% of Tax Bill
State of Missouri	\$0.0300	0.3%
St. Louis County	\$0.5150	6.0%
St. Louis Community College	\$0.2176	2.5%
Special School District	\$1.2348	14.3%
Metropolitan Zoological Park and Museum District	\$0.2777	3.2%
University City School District	\$5.0929	59.1%
City of University City	\$0.7340	8.5%
University City Library	\$0.2590	3.0%
Miscellaneous	<u>\$0.2686</u>	3.1%
Total	\$8.6296	100%

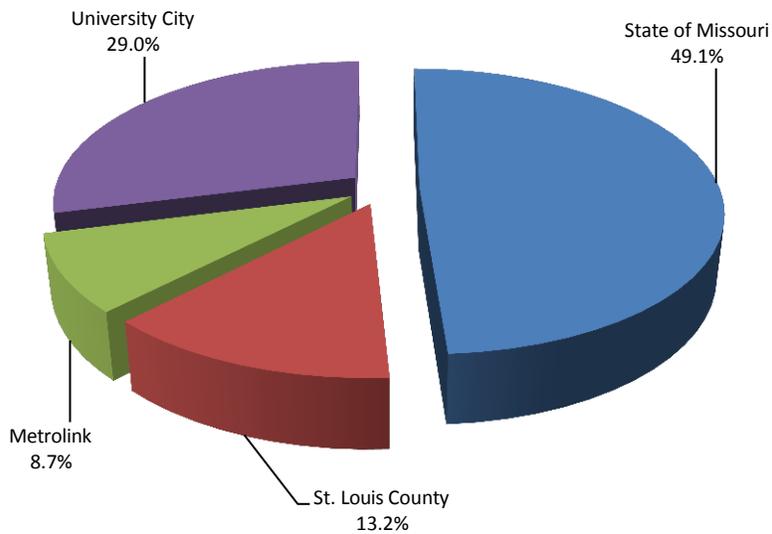
Percentage of Property Tax Bill



University City Sales Tax Rate

Category	% Rate
State of Missouri - General	3.000%
- Education	1.000%
- Conservation	0.125%
- Parks & Soil	0.100%
St. Louis County - Transportation	0.500%
- Metro Parks/Recreation	0.100%
- Children's Fund	0.250%
- E-911 Communication	0.100%
- Metro Parks and Arch	0.188%
MetroLink	0.750%
University City - Countywide	1.000%
- Capital Improvement	0.500%
- Parks	0.500%
- Fire Service	0.250%
- Economic Development	<u>0.250%</u>
Total	8.613%
Loop Trolley TDD (Transportation Development District) or Delcrest CID (Community Improvement District)	<u>1.000%</u>
Total	9.613%

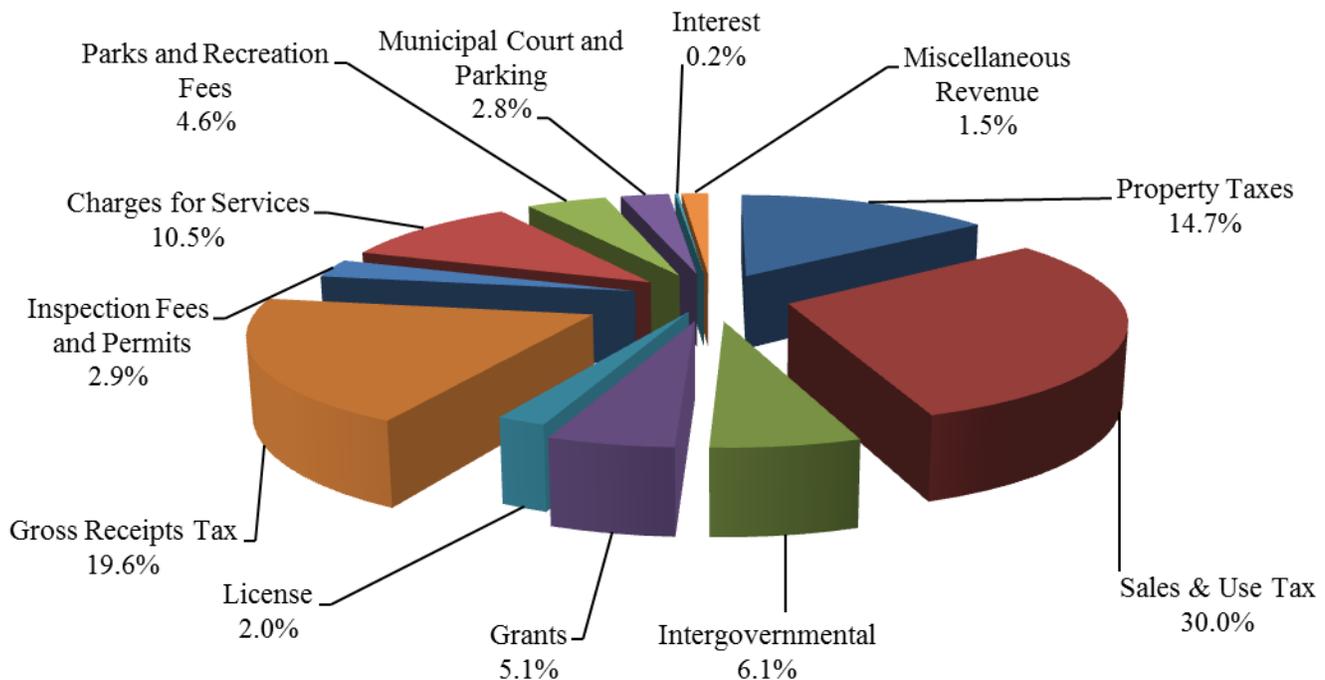
Percentage of Sales Tax Rate



REVENUES

This section provides a summary and detailed analysis of each major revenue source. Revenues from the Internal Service Fund and the Fiduciary Funds are not included, because they do not represent resources received from outside sources.

Revenue by Type From All Funds	Amount	Percentage
Property Taxes	\$ 5,138,000	14.7%
Sales & Use Tax	10,430,000	30.0%
Intergovernmental	2,125,800	6.1%
Grants	1,805,100	5.1%
License	718,000	2.0%
Gross Receipts Tax	6,838,000	19.6%
Inspection Fees and Permits	1,005,000	2.9%
Charges for Services	3,677,000	10.5%
Parks and Recreation Fees	1,620,000	4.6%
Municipal Court and Parking	972,000	2.8%
Interest	63,000	0.2%
Miscellaneous Revenue	532,200	1.5%
Total Revenue	\$ 34,924,100	100.0%



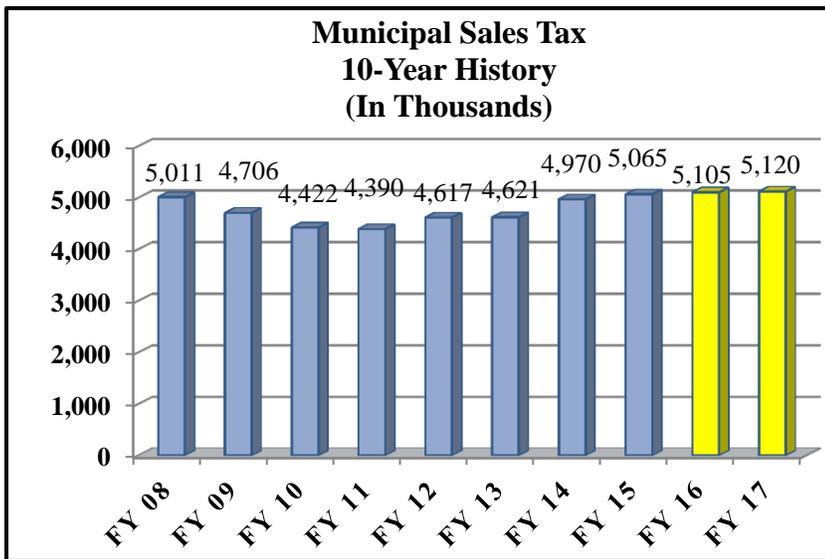
The revenue sources detailed in this section include over 80% of appropriated revenues. Projections and estimates are prepared by City staff and are based on historical trends, economic forecasts, regulatory decisions and weather. Amounts for FY 2016 are based on estimates through the end of the fiscal year. Budgeted amounts for FY 2017 are projections.

SALES TAX

Sales tax revenue in St. Louis County is distributed in two ways: point of sale or pooled. Cities have the option of choosing either method on some types of sales taxes, and on other types the method is set by state statute. University City has taxes that fall under both methods. The State of Missouri collects and administers all sales tax in the state. Businesses remit taxes on a monthly or quarterly basis in the period following the actual transaction. The state distributes the funds one month after they are collected, with pooled funds flowing to the county for distribution.

Municipal Sales Tax:

The City of University City receives a share of a county-wide one-percent (1%) sales tax on retail sales. The City’s revenue is based on its per-capita share of sales tax generated within the pool of certain cities in St. Louis County and the unincorporated areas of the County. The City’s percentage share changes after each 10-year census. This occurred for the first time in FY 2012 due to the City faced a 5.0% decrease in population from 37.4 thousand to 35.4 thousand based on the 2010 census.



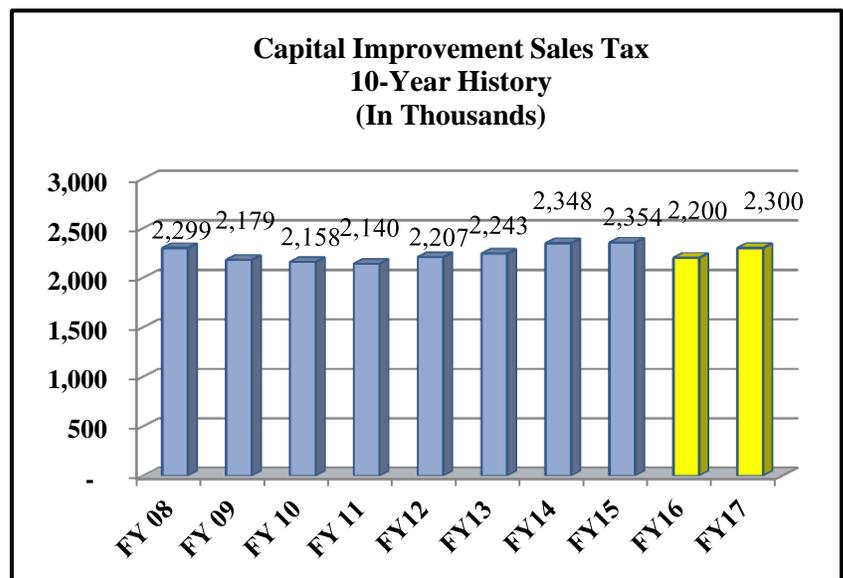
Based on the economy recovery in the region, this sales tax is projected to be slightly increases from FY 2016 budget. This projection is also based on the fact that the formula of distribution remains the same as several previous years.

Some municipalities proposed to modify the formula in order to retain more sales tax revenue generated locally and share less

with others through the pooled distribution. If the alteration to the pooled distribution formula is successful, the City’s revenue would be directly affected in the future years.

Capital Improvement Sales Tax:

In April 1996, the City of University City levied a one-half (1/2) cent sales tax on retail sales specifically for capital improvements. Cities have an option as to how to receive the sales tax from the County. University City has chosen to pool the sales tax with other cities in the County. The City shares 100% of the generated revenue with all other pooled cities and St. Louis County (Ordinance 6056 adopted in June 1996). The redistributed amount is also based on its per-capita share of sales tax generated in unincorporated areas of the county. This sales tax is projected to be flat with the actual amount received in FY 2015.



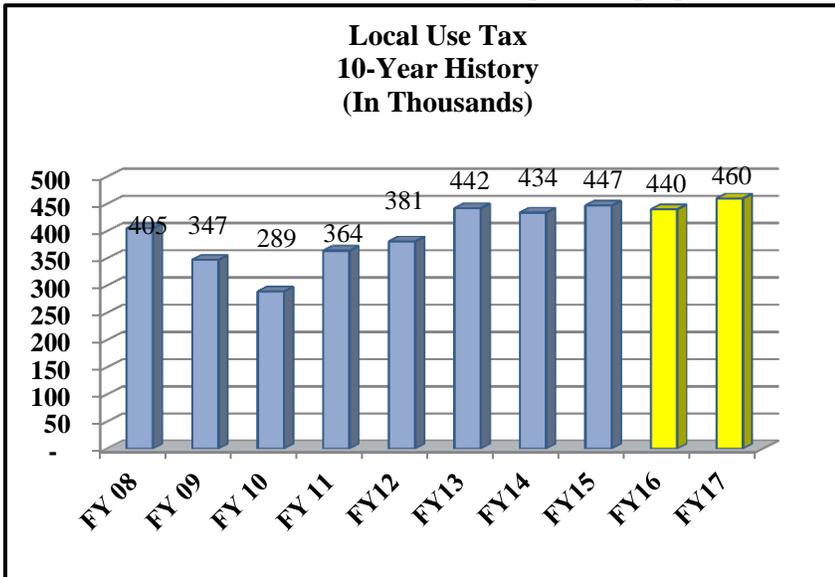
Started in FY 2016, this revenue is recorded in Capital Improvement Sales Tax Fund. Growth in this revenue source had been small, but steady over the past few years, until the recent economic downturn which caused sales tax receipts to be less in FY 2011. In FY 2015 the economy seemed to grow at a modest pace, and this revenue has increased moderately. It is projected to further increase in FY 2017.

Local Use Tax:

In April 1998, the City of University City imposed a local use tax at the rate of 5.725% (an additional of 1.5% to the State rate of 4.225%). This tax is imposed on the storage, use or consumption of tangible personal property in the City. The amount of use tax due on a transaction depends on the combined (local and state) use tax rate. This tax is in effect at University City where the tangible personal property is stored, used or consumed. The City has

designated this tax to be used for general operation purposes.

Growth in this revenue source has been steady, with slight fluctuations over the past few years. This revenue is projected to be 5% increases in FY 2017.

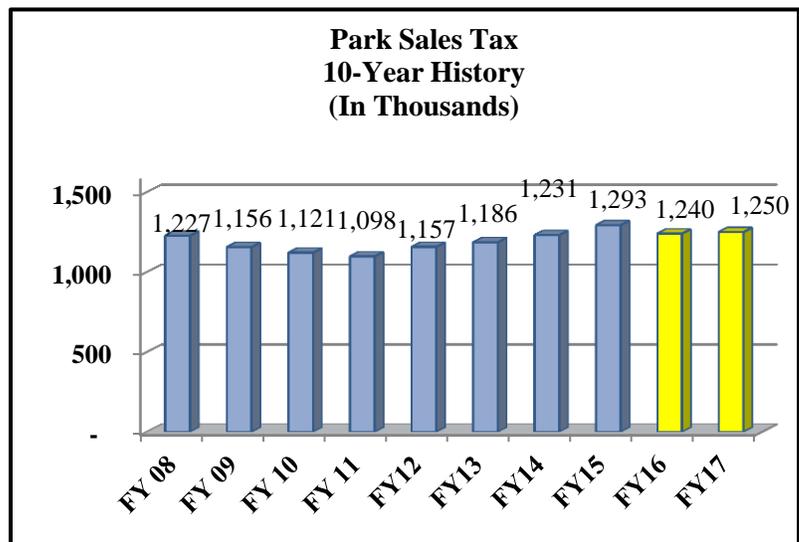


Park Sales Tax:

In November 2001, the City of University City levied a one-half (1/2) percent sales tax on retail sales to be used for Park and Storm water purposes. The City has designated this tax to be used solely for park improvement purposes. The City’s revenue is based on the amount of sales tax generated through point-of-sale within the City limits.

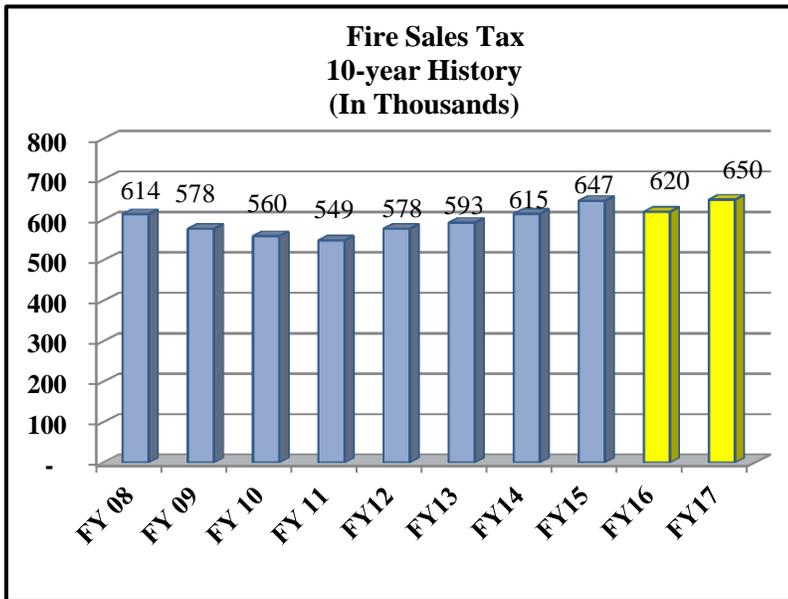
Growth in this revenue source has been steady, with slight fluctuations over the past few years. The recent economic growth has increased sales tax receipts to be higher than the original budget in FY 2015. This revenue is projected to be slightly increased in FY 2017 from FY 2016 budget.

Started in FY 2016, this revenue is recorded in Park and Storm Water Sales Tax Fund.



Fire Service Sales Tax:

In November 2001, the City of University City levied a one-quarter (1/4) percent sales tax on retail sales to be used for fire services. The City’s revenue is based on the amount of sales tax generated through point of sale within the City limits.

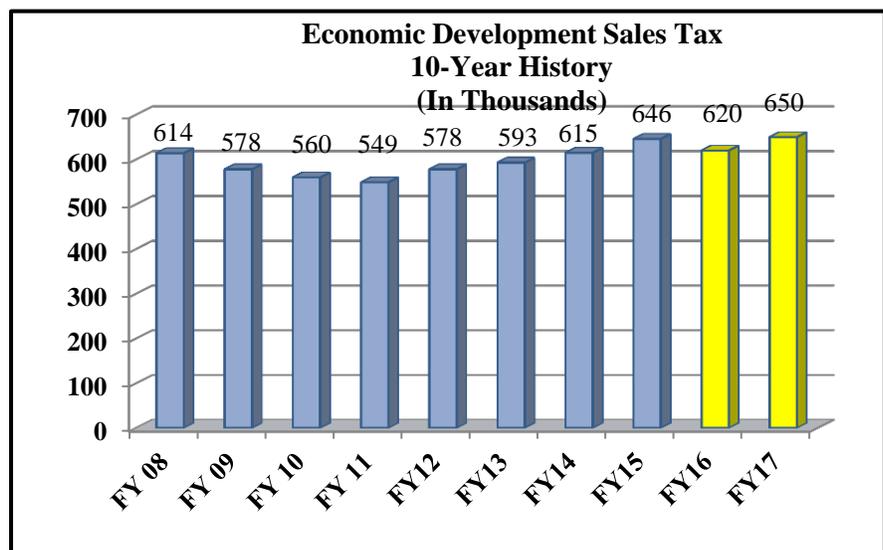


This revenue source has been steady, with slight fluctuations over the past few years. The recent economic recovery has increased sales tax receipts to be higher than the original budget in FY 2015 and is projected to be increased by 5% in FY 2017 or flat with the actual amount received in FY 2015.

Economic Development Sales Tax:

In August 2006, the City of University City levied a one-quarter (1/4) percent sales tax on retail sales to be used for economic development purposes. The City’s revenue is based on the amount of sales tax generated through point of sale within the City limits.

This is a new revenue source with few years of history. The recent economic downturn has caused sales tax receipts to decrease during FY 2009-2013, but is projected to increase by 5% in FY 2017 based on the trend from FY 2013, 2014 and 2015.

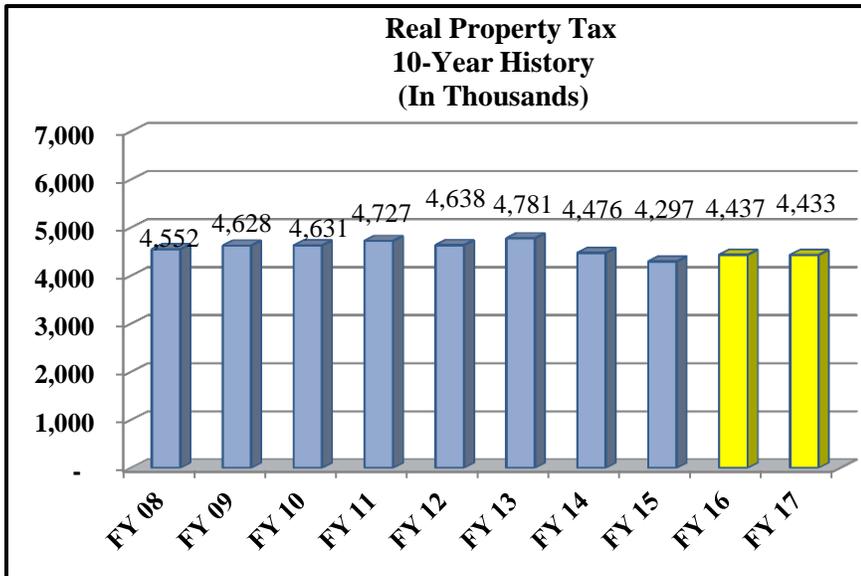


PROPERTY TAXES

Real Property Tax:

The City levies a tax on real property in accordance with Missouri statutes. This ad valorem tax is levied on all real property within the boundaries of the City. The tax is based on the assessed valuation of property as established by the St. Louis County Assessor. Residential property is assessed at 19% of its market value, commercial property at 32%, and agricultural property at 12%. The City has no agricultural property. Taxes are collected by St. Louis County and distributed to the City.

Properties are reassessed in odd-numbered years. The 2015 levy for real property was \$.993 for residential property and \$.939 for commercial property.



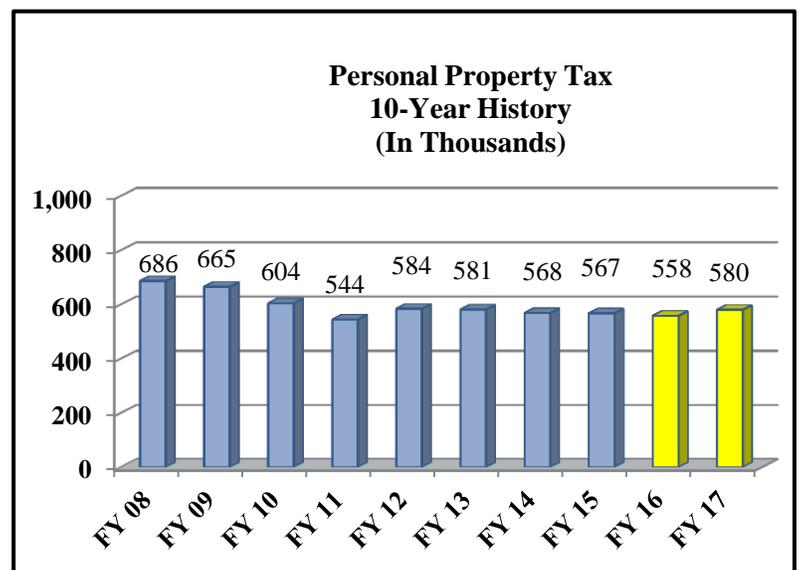
Real property tax revenues have been decreased from previous year. Cities in Missouri are required to rollback tax rates when properties are reassessed to a higher value. University City is only able to increase revenue by new construction and the percentage of the Consumer Price Index (CPI) increase. In FY 2008 the City reinstated the levy for the Police & Firefighter Retirement Plan. In 2014, the assessed value of the properties had

declined, the City chose to maintain the same rates. As a result, the property tax for FY 2015 was 4% less than previous year. FY 2016 and FY 2017 are projected to be at the same level as the actual amount received in FY 2014.

Personal Property Tax:

The City levies a tax on personal property in accordance with Missouri statutes. This tax is levied on all personal property within the boundaries of the City. The tax is assessed at 33.3% of the valuation of property as established by the St. Louis County Assessor. Taxes are collected by St. Louis County and distributed to the City. The 2015 levy for personal property was \$1.059.

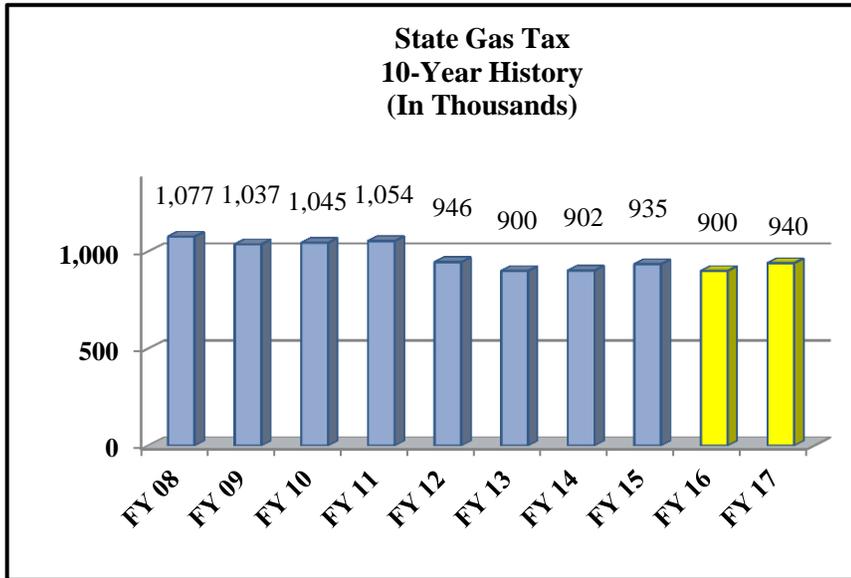
Personal Property tax revenue has been very steady for several years. University City is only able to increase property tax revenue by the percentage of the CPI increase. While FY 2015 had a slight decrease from previous year, in FY 2017, this revenue is projected to be at the same level as FY 2013.



INTERGOVERNMENTAL TRANSFERS AND GRANTS

State Gas Tax:

The State of Missouri imposes and collects a seventeen-cent (\$0.17) per gallon tax on motor fuel. The state distributes this tax according to a ratio of the City’s population to the total state population.

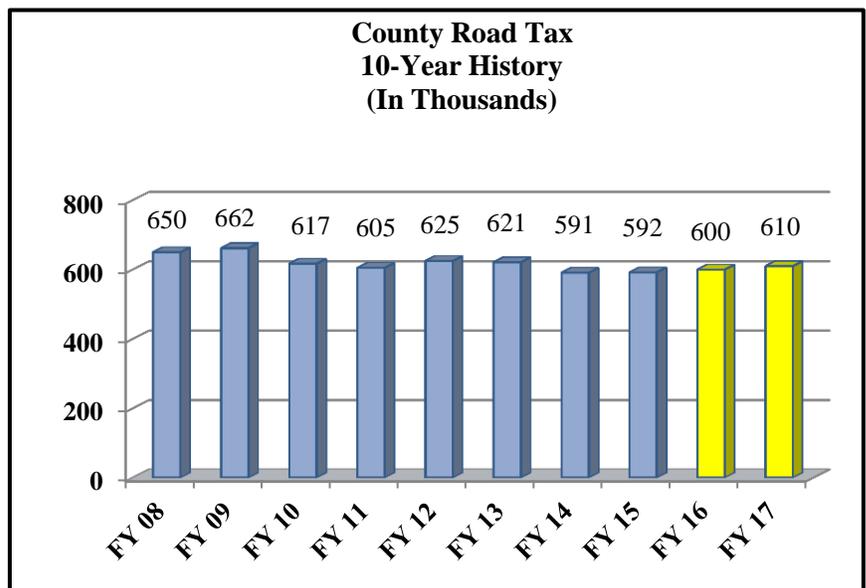


The tax is imposed on a per gallon rate, therefore usage alone, not price, determines the amount of state revenue to be distributed. The gas tax had been stable for many years, but began a slight decline based on less consumption due to higher motor fuel prices. Since this tax is also distributed based on population, the FY 17 revenue is estimated to be flat with the actual amount received in FY 2015.

County Road Tax:

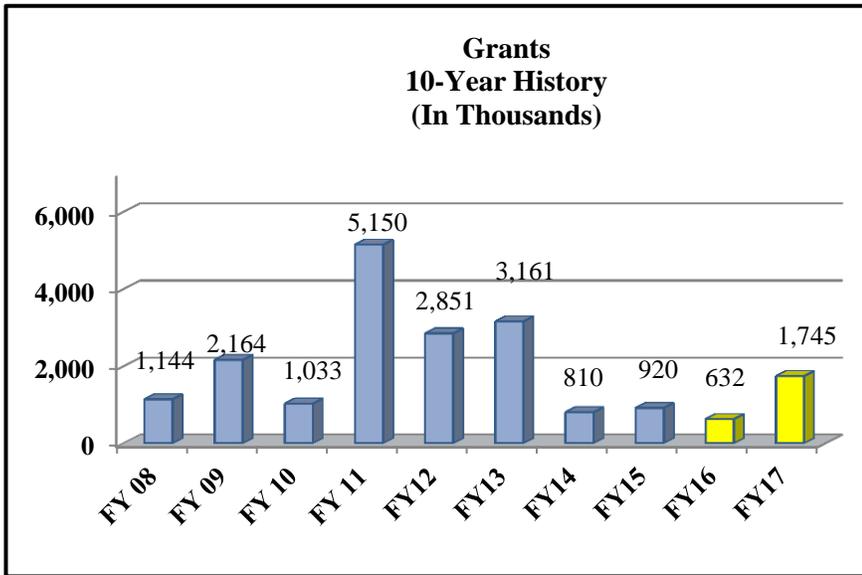
St. Louis County annually levies a Road and Bridge property tax on both real and personal property. The County allocates the proceeds to municipalities at \$0.105 per \$100 of assessed valuation. Taxes are collected by St. Louis County and distributed to the City based on assessed value. The tax must be used for road and bridge maintenance.

This tax revenue has had consistent growth through FY 09 until assessed valuations across the county fell during the economic downturn. The FY 2014 and 2015 revenues started to drop below previous years. FY 2017 revenue is projected to be a 2% increase from FY 2016 budget.



Grants:

Grants represent intergovernmental funds from the Federal, State, or Local governments or affiliation of the governments, awarded to the City for specific purposes. The City has successfully received significant funds in the past to assist in street and bridge rehabilitation, park improvements, recycling and police activity.



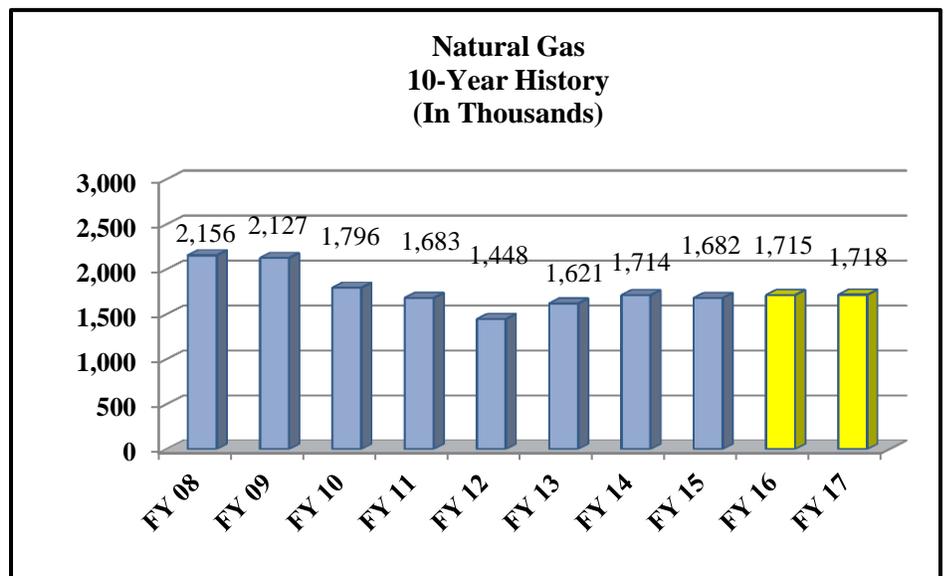
Grant revenue fluctuates each year based on the amount awarded and the construction schedule of the project. On most grants, the City is required to expend a local grant match of funds. The City had multiple large one-time projects which were grant-funded in FY 2011, with significantly lesser grants for FY 2012 for known grants at this time. In FY 2013 the City had a couple of large projects, namely constructing the new fire house, and Flood buyout. In FY 2014 and 2015, all grants awarded are related to capital improvement projects and Police over-time. In FY 2016, the City anticipated \$1.7 million award for Kingsland Ave. bridge and Fogerty Park improvement.

GROSS RECEIPTS TAX (UTILITY TAX)

Natural Gas Gross Receipts:

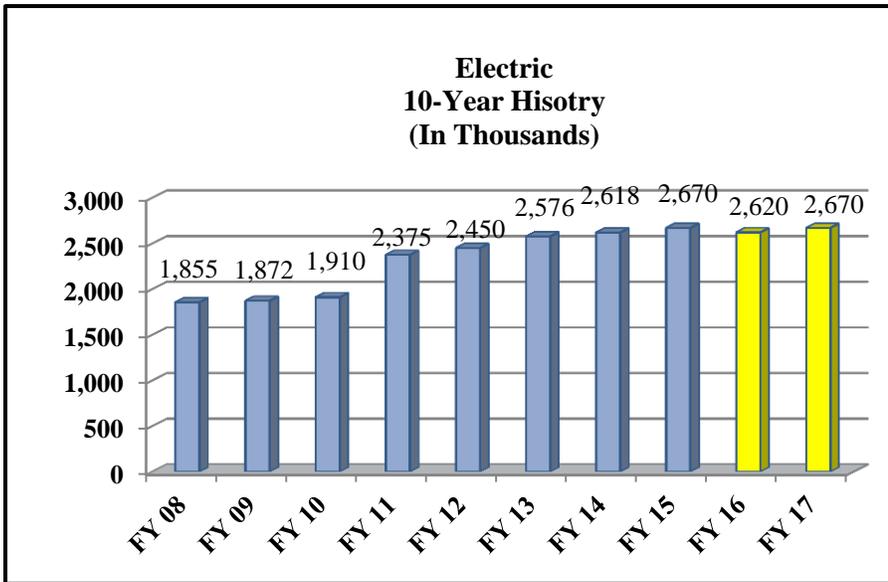
The City levies a 9% gross receipts tax on utilities providing natural gas services in the City. Laclede Gas provides the majority of gas utility services in the City, with a small amount being provided through a consortium. This tax is passed on to customers by the utility company and remitted to the City each subsequent month.

This revenue is based on the price of natural gas, as well as usage. The revenue fluctuates based on weather, business activity and rates. Revenue projections are based on a significant rate decrease which occurred in FY 2010, and decreased even more for FY 2011. In FY 2012 this revenue dropped at the lowest level during these ten (10) years because of the combination of the lower rate and the mild winter. A slight increase projected for FY 2017.



Electric Gross Receipts:

The City levies a 9% gross receipts tax on utilities providing electric services in the City. AmerenUE provides the electric utility services in the City. This tax is passed on to customers by the utility company and remitted to the City each subsequent month.

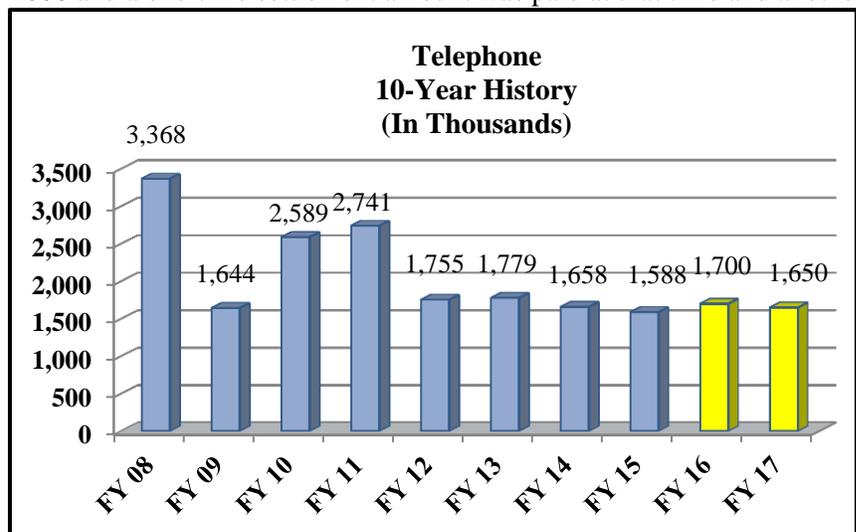


This revenue is based on the price of electricity, as well as usage. The revenue fluctuates based on weather, business activity and rates. Revenue projections are based on 10% rate increases for FY 2011 and an estimated rate increase again for FY 2012, FY 2013 and FY 2014 due to the increase in price of electricity recently announced by Ameren Missouri. The actual tax received in FY 2014 was higher than estimated. In FY 2016, this revenue is projected to be at the same as the actual amount received in FY 2015.

Telephone Gross Receipts:

The City levies a 9% gross receipts tax on telephone services in the City. These services are provided by multiple providers with the largest being AT&T. This tax is passed on to customers by the utility company and remitted to the City each subsequent month.

Revenues had been declining substantially as land line services decreased and cell phone services increased. The telephone companies had not paid gross receipts tax on cell phone services. The City partnered with other cities in a lawsuit against the telecommunication companies to require the companies to pay gross receipts tax on cell phone services. An agreement was reached in FY 2008 and a one-time settlement amount was paid at that time and another one was paid in FY 2011. In FY 2009 and succeeding years the companies will be paying gross receipts tax on cell phone services and a higher amount of revenue will be collected. Revenue for FY 2010 included a one-time settlement amount for additional landline service with a small amount of additional on-going revenue. From FY 2012 through 2015, the revenues were considered normal without one-time settlement. This revenue projected to be slightly decrease in FY 2017.

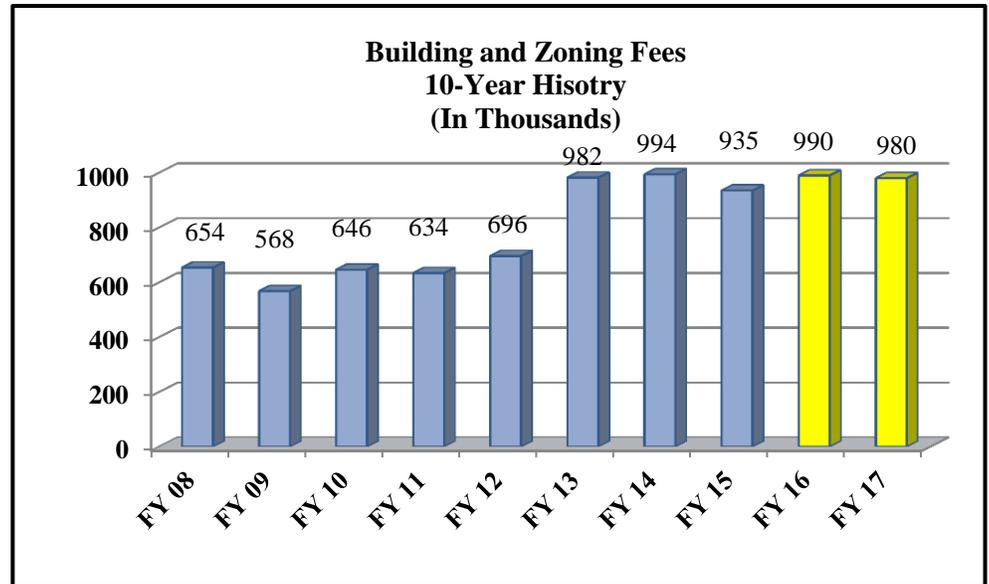


INSPECTION FEES AND CHARGES FOR CITY SERVICES

Building and Zoning Fees:

The City performs building, electrical, plumbing and mechanical inspections and issues permits for construction and remodeling of properties. Fees are calculated on a sliding scale based on the value of construction and are collected by the City at the time of application. Residential and commercial inspections are performed at a change in tenant, and occupancy permits are also issued at that time.

The majority of this revenue is stable with fluctuations related to any large, new developments. Due to the economic downturn the FY2009 revenue was the lowest during these ten years. FY 2013 was also an unusual year that Washington University in St. Louis had started the new residential life. Since FY 2013, this revenue remained steady for the next few years. This revenue is projected to be flat with the actual amounts received in the previous years.



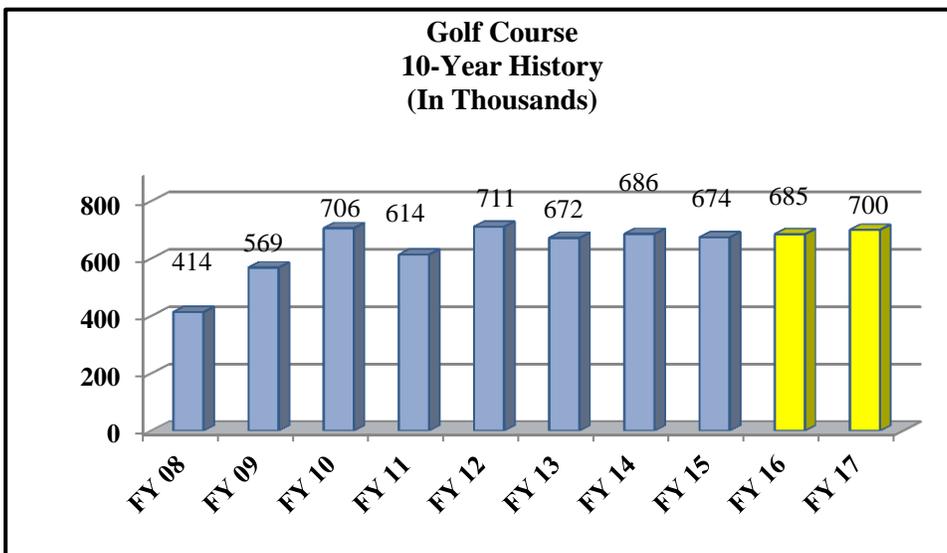
PARKS AND RECREATION FEES

Golf Course:

This revenue consists of fees for rounds of golf, cart rental, driving range use, merchandise, concessions and other miscellaneous revenue related to the course.

Prior to FY 2008, the City had contracted for the management of the golf course. Beginning in FY 2008 all of the

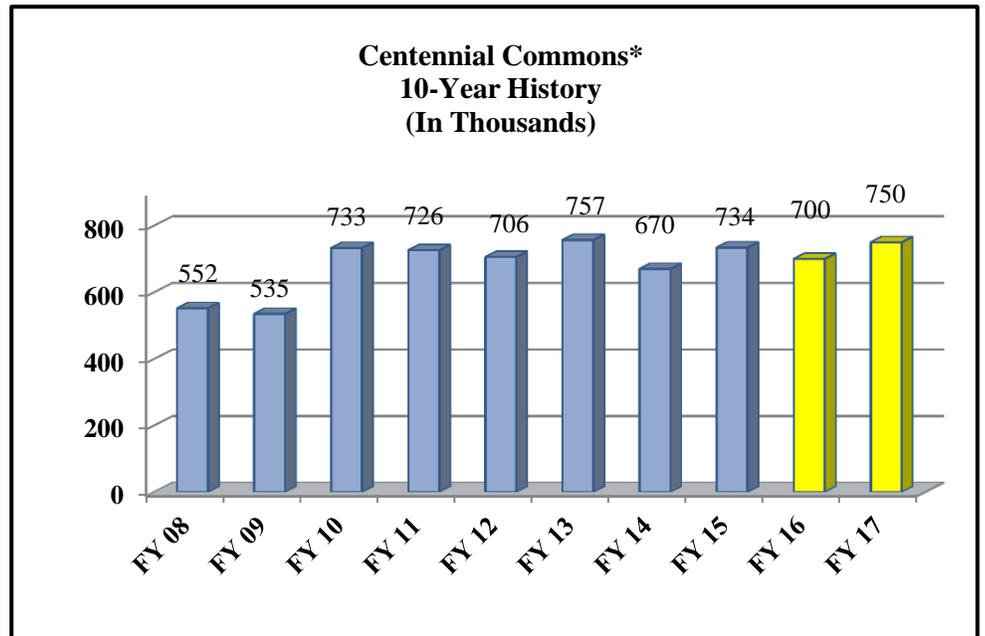
revenue and expenditures of the course were now included in the City's general fund. This significantly increased revenue. A golf driving range was added at the course in mid-year in FY 2009 and began operations which increased revenues for the year. FY 10 was the first full year of. This revenue remained at a stable level for the past few years. In FY 2017, revenue is projected to be slightly increased due to some improvements were added in FY 2016.



Centennial Commons (Recreation Activities):

This revenue is comprised of various fees related to recreation opportunities at Centennial Commons, the City’s recreation complex. These fees include the fitness center, recreation and athletic programs.

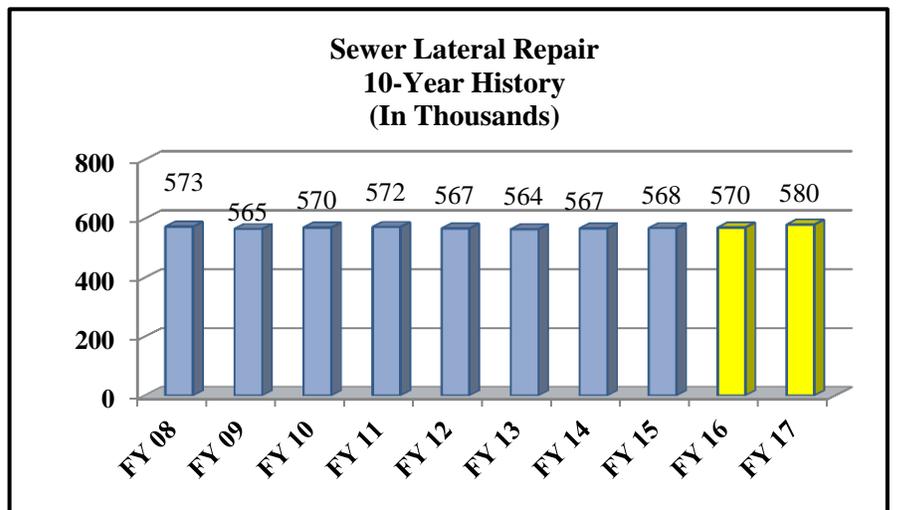
Centennial Commons opened in January 2005. Memberships and activities have grown to a stable level. The decrease in FY 2009 revenue was caused by less membership renewals during the economic downturn. In FY 2010, day camp revenue was moved to this program with no actual growth in revenue. Revenue in FY 2017 is projected to be slightly increase from the actual revenue received in FY 2015.



Sewer Lateral Repair Fund:

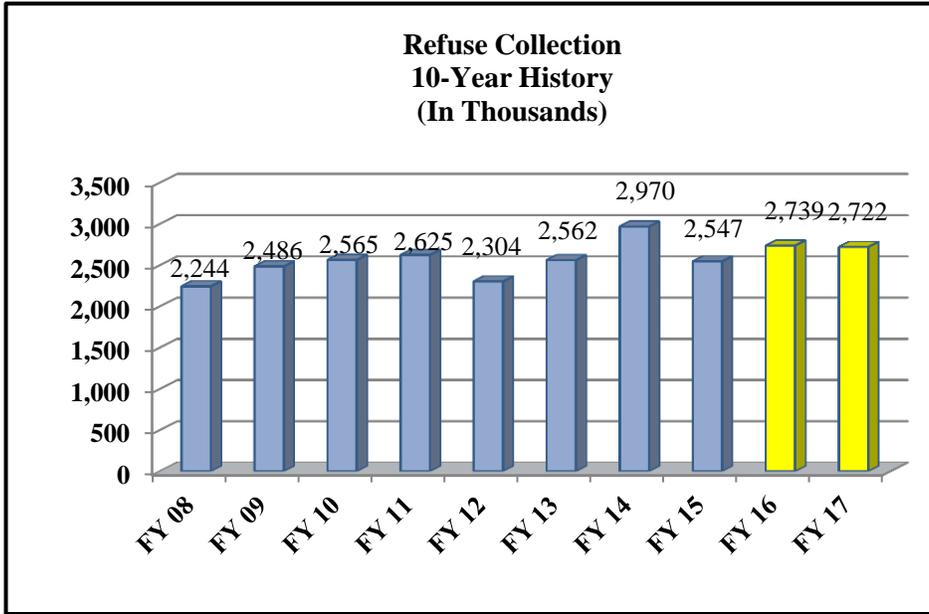
The City receives an annual fee of \$50 per residential property of six (6) units or less to fund a sewer lateral repair program. St. Louis County collects the fee from eligible property owners and distributes the fund to the City.

This fee was \$28 per unit until FY2005 when the fee was increased to \$50 per unit. This revenue is projected to slightly increase in FY 2017 since there are few changes to the number of properties paying the fees.



Refuse Collection Fees:

The City performs solid waste collection services for residents, including collection of trash, recycling, yard waste and bulk items. The City charges for these services using a semi-annual billing process.



In the last few years, rates have increased on an annual basis. The City has also established a collection enhancement program to encourage past due accounts to become current. Additional revenue was received in FY 2008 and FY 2009 due to this program. Revenues are projected to be slightly decreased in FY 2017 due to the shut off service that caused customer accounts become unbillable.



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The following section displays three budget schedules and combined statement of governmental funds:

- (I) All Fund Budget Summary
- (II) General Fund Budget by Department
- (III) City-Wide Operating Budget by Department reflecting all authorized funds
- (IV) Combined Statement of budgeted revenues, expenditures and fund balances.

- (I) The All Fund Budget Summary provides an overview of all City revenues and expenditures for twelve (12) separate funds including component units. They are listed below:
 - 1. General Fund (1)
 - 2. Special Revenue Fund (5)
 - 3. Internal Service Fund (1)
 - 4. Enterprise Fund (2)
 - 5. Component Unit (3)

- (II) The General Fund Budget by Department shows operating expenditures supported by unrestricted revenues. All departments and divisions are listed below:
 - 1. Legislative Services
 - 2. General Administration
 - a. City Manager's Office
 - b. Human Resources
 - 3. Administrative Services
 - a. Finance
 - b. Information Technology
 - c. Municipal Court
 - 4. Police
 - 5. Fire
 - 6. Public Works and Parks
 - a. Administration and Engineering
 - b. Street Maintenance
 - c. Parks and Forestry Maintenance
 - d. Golf Course Maintenance and Recreation
 - e. Fleet Maintenance
 - f. Solid Waste
 - i. Solid Waste Administration
 - ii. Solid Waste Operations
 - iii. Leaf Collection
 - g. Sewer Lateral Repair
 - 7. Community Development and Recreation
 - a. Community Development Administration
 - b. Construction Services and Facilities Maintenance
 - c. Recreation
 - i. Community Center
 - ii. Aquatics
 - iii. Centennial Commons
 - d. Planning, Zoning, and Economic Development
 - e. Public Parking Garage



- (III) The City-Wide Operating Budget displays the entire budget for each department. This includes all General Fund items, as well as any other Funds that are administered by each department (for example Sewer Lateral Fund, Solid Waste Fund, Capital Improvement Sales Tax and Park and Storm Water Sales Tax are administered by Public Works and Parks; Economic Sales Tax Fund and Parking Garage Fund are administered by Community Development).
- (IV) General Fund Revenues and Expenditures by major category detail by line item
- (V) Combined Statement of Revenues, Expenditures and Fund Balances for governmental funds
- (VI) Projected General Fund Revenues and Expenditures from FY 2018 through FY 2021

Revenues are moderately projected to increase at an average rate of 1% annually from the fiscal year 2018 through fiscal year 2021. Sales Tax dropped in FY 2016 was due to a separation of capital improvement sales tax and park and storm water sales tax revenue into two new created funds. The City anticipates growth in sales tax after a completion of Trolley construction. The operation is scheduled to open in Spring of 2017. Decrease in gross receipt tax from telephone due to outdate of landlines.

Expenditures are traditionally projected to increase at a rate of 2% from FY 2018 through FY 2021. Started in FY 2017, the City leases a temporary building for Police department. This item was unbudgeted, the General Fund reserve has been tapped. The City may consider issue a general obligation bonds for a construction of the new Police facility, if the voters approve.

Based on the projections illustrate in five year trend, the City will have deficit budget from FY 2018 through FY 2021, which is not allowed in accordance with the City's policy. Therefore, the City needs to create new revenue sources or control expenditures in all areas throughout the City's departments. The City experienced a reduction in force in FY 2011 and FY 2016.



(I) All Funds Budget Summary

Revenues	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
General	23,182,198	23,319,352	23,561,000	23,211,000	23,186,000	23,420,000	-1%
Capital Improvement	2,348,201	2,353,996	2,200,000	2,200,000	2,280,000	2,300,000	5%
Park and Stormwater	1,230,990	1,293,178	1,240,000	1,240,000	1,281,000	1,250,000	1%
Grants	1,479,074	750,700	750,700	750,700	482,400	1,875,100	150%
Library	1,852,224	1,861,072	1,791,100	1,791,100	1,939,500	1,790,000	0%
Fleet Maintenance	1,379,070	1,708,480	1,724,000	1,724,000	1,468,800	1,689,600	-2%
Solid Waste	2,994,354	2,576,124	2,796,500	2,796,500	2,796,500	2,770,000	-1%
Public Parking Garage	255,568	174,155	178,000	178,000	178,000	200,000	12%
Debt Service	186,432	32,355	-	-	-	-	0%
Loop Business District	104,927	134,226	96,900	96,900	96,900	128,000	32%
Parkview Gardens Special District	89,364	86,376	88,000	88,000	88,000	85,000	-3%
Economic Development Sales Tax	617,633	647,519	621,200	621,200	621,200	651,000	5%
Sewer Lateral	569,997	572,896	575,000	575,000	569,500	585,000	2%
Total	36,290,033	35,510,428	35,622,400	35,272,400	34,987,800	36,743,700	3%

Expenditures	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
General	26,769,998	26,105,296	23,510,300	23,486,300	23,547,500	23,420,000	0%
Capital Improvement	-	-	1,799,800	1,894,500	1,799,800	1,983,000	10%
Park and Stormwater	-	-	1,022,500	1,212,400	1,022,500	1,249,300	22%
Grants	815,541	750,700	750,700	750,700	482,400	1,875,100	150%
Library	1,835,118	1,882,171	1,790,700	1,920,700	1,920,700	1,777,400	-1%
Fleet Maintenance	1,832,660	1,824,096	1,724,000	1,724,000	1,724,000	1,689,600	-2%
Solid Waste	2,652,961	3,043,550	3,032,300	3,032,300	3,032,300	3,121,400	3%
Public Parking Garage	174,069	167,012	156,000	156,000	156,000	167,300	7%
Debt Service	240,995	238,570	-	-	-	-	0%
Loop Business District	89,503	127,533	96,900	96,900	96,900	128,000	32%
Parkview Gardens Special District	79,966	83,796	88,100	88,100	88,100	85,000	-4%
Economic Development Sales Tax	348,849	1,163,384	621,200	621,200	621,200	650,000	5%
Sewer Lateral	766,031	911,779	575,000	575,000	574,400	585,000	2%
Total	35,606,218	36,293,536	35,167,500	35,558,100	35,065,800	36,731,100	4%



(II) General Fund Budget Summary

Revenues	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016 Amended
Property Taxes	3,268,338	3,334,457	3,357,300	3,357,300	3,291,000	3,472,000	3%
Sales & Use Tax	9,598,648	9,806,361	6,165,000	6,165,000	6,325,000	6,230,000	1%
Intergovernmental	2,015,479	2,072,881	2,020,000	2,020,000	2,062,000	2,100,000	4%
Licenses	643,429	655,475	651,000	651,000	558,700	688,000	6%
Gross Receipts Tax	6,754,861	6,740,782	6,805,000	6,805,000	5,724,400	6,838,000	0%
Inspection Fees and Permits	1,011,726	956,917	1,010,000	1,010,000	1,140,500	1,005,000	0%
Service Charges	913,878	935,468	943,000	593,000	630,000	375,000	-37%
Parks & Recreation Fees	1,535,740	1,575,887	1,575,000	1,575,000	1,534,600	1,620,000	3%
Municipal Court and Parking	931,629	792,639	938,700	938,700	661,000	854,000	-9%
Interest	41,807	8,883	40,000	40,000	31,000	50,000	25%
Miscellaneous Revenue	45,853	86,777	56,000	60,000	51,000	188,000	213%
Total Revenue	26,761,389	26,966,526	23,561,000	23,215,000	22,009,200	23,420,000	1%

Expenditures	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016 Amended
Legislative	188,118	216,296	224,700	224,700	224,700	220,000	-2%
City Manager's Office	662,315	744,760	854,800	854,800	854,800	800,000	-6%
Human Resources	135,063	152,504	167,500	167,500	166,400	164,000	-2%
Information Technology	737,615	466,099	693,600	677,600	662,900	680,000	0%
Finance	699,301	804,281	797,800	789,800	789,300	790,000	0%
Municipal Court	275,743	330,580	344,700	344,700	344,700	345,000	0%
Police	7,606,275	8,239,868	8,068,000	8,068,000	8,068,000	7,915,100	-2%
Fire	4,454,646	4,514,153	4,146,500	4,146,500	4,146,500	4,115,800	-1%
Community Development	4,187,998	4,514,384	3,920,900	3,920,900	3,998,400	4,044,400	3%
Public Works	2,767,989	4,834,002	4,099,800	4,099,800	4,099,800	4,283,200	4%
Debt Service	-	-	192,000	192,000	192,000	62,500	-67%
Capital Improvement/Outlay	3,359,073	1,288,369	-	-	-	-	0%
Total	25,074,136	26,105,296	23,510,300	23,486,300	23,547,500	23,420,000	0%



(III) City-Wide Operating Budget by Department

Revenues	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Property Taxes	5,081,427	4,986,956	5,003,400	5,003,400	4,937,100	5,138,000	3%
Sales & Use Tax	10,213,981	10,452,880	10,285,000	10,285,000	10,445,000	10,430,000	1%
Intergovernmental	2,111,009	2,113,201	2,025,100	2,025,100	2,066,600	2,125,800	5%
Grants	894,996	1,473,494	612,400	612,400	732,400	1,935,100	216%
Licenses	675,092	685,646	682,300	682,300	590,000	718,000	5%
Gross Receipts Tax	6,754,861	6,740,782	6,805,000	6,805,000	5,724,400	6,838,000	0%
Inspection Fees and Permits	1,011,726	956,917	1,010,000	1,010,000	1,140,500	1,005,000	0%
Service Charges	4,450,777	4,051,260	4,252,000	3,902,000	3,937,400	3,677,000	-14%
Parks & Recreation Fees	1,535,740	1,575,887	1,575,000	1,575,000	1,534,600	1,620,000	3%
Municipal Court and Parkin	1,059,482	898,888	1,068,700	1,068,700	791,000	972,000	-9%
Interest	55,254	19,336	53,700	53,700	42,400	63,000	17%
Miscellaneous Revenue	516,726	434,100	317,500	321,500	339,800	532,200	68%
Total Revenue	34,361,072	34,389,345	33,690,100	33,344,100	32,281,200	35,054,100	4%

Expenditures	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Legislative	188,118	216,296	224,700	224,700	224,700	220,000	-2%
City Manager's Office	662,315	744,760	854,800	854,800	854,800	800,000	-6%
Human Resources	135,063	152,504	167,500	167,500	166,400	164,000	-2%
Information Technology	737,615	466,099	693,600	677,600	662,900	680,000	-2%
Finance	699,829	799,930	797,800	789,800	789,300	790,000	-1%
Municipal Court	275,743	330,580	344,700	344,700	344,700	345,000	0%
Police	7,644,813	8,296,404	8,101,500	8,101,500	8,101,500	7,948,600	-2%
Fire	4,454,646	4,514,153	4,158,500	4,158,500	4,158,500	4,115,800	-1%
Community Development	4,710,916	5,844,779	4,473,100	4,473,100	4,550,600	4,861,700	9%
Public Works	8,583,565	10,221,897	8,715,800	8,715,800	8,715,200	9,701,200	11%
Debt Service	240,995	238,570	1,065,900	1,065,900	1,065,900	943,500	-11%
Component Units:							0%
	1,940,782	1,990,192	1,790,700	1,790,700	1,790,700	1,777,400	-1%
	89,503	127,533	96,900	96,900	96,900	128,000	32%
	79,966	83,796	88,100	88,100	88,100	85,000	-4%
Capital Improvement	3,359,073	1,288,369	1,948,400	2,233,000	2,269,900	2,481,300	27%
Total	33,802,941	35,315,862	33,522,000	33,782,600	33,880,100	35,041,500	5%



Governmental Funds
Combined Statement of Budgeted Revenues, Expenditures,
and Changes in Fund Balance

	General	Capital Improvement	Park and Stormwater	Sewer Lateral	Library
Revenues:					
Property Taxes	3,472,000	-	-	-	1,543,000
Sales Tax	6,230,000	2,300,000	1,250,000	-	-
Intergovernmental	2,100,000	-	-	-	25,800
Grants	-	-	-	-	60,000
Licenses	688,000	-	-	-	-
Gross Receipts Tax	6,838,000	-	-	-	-
Inspection Fees	1,005,000	-	-	-	-
Charges for City Services	375,000	-	-	580,000	-
Parks & Recreation Fees	1,620,000	-	-	-	-
Municipal Court & Parking	854,000	-	-	-	-
Interest	50,000	-	-	5,000	5,000
Miscellaneous Revenue	188,000	-	-	-	156,200
Total Revenues	23,420,000	2,300,000	1,250,000	585,000	1,790,000
Expenditures:					
Legislative	220,000	-	-	-	-
City Manager's Office	800,000	-	-	-	-
Human Resources	164,000	-	-	-	-
Information Technology	680,000	-	-	-	-
Finance	790,000	-	-	-	-
Municipal Court	345,000	-	-	-	-
Police	7,915,100	-	-	-	-
Fire	4,115,800	-	-	-	-
Community Development	4,044,400	-	-	-	-
Public Works	4,283,200	213,200	265,200	-	-
Debt Service	62,500	572,400	308,600	-	-
Other	-	-	-	585,000	1,777,400
Capital Improvement	-	1,197,400	675,500	-	-
Total Expenditures	23,420,000	1,983,000	1,249,300	585,000	1,777,400
Excess (deficiency) of revenues over (under) expenditures	-	317,000	700	-	12,600
Other Financing Sources (Uses):					
Operating transfer in (out)	4,000	-	-	-	(4,000)
Advances to (from) other funds	-	-	-	-	-
Changes in Fund Balance FY 16	4,000	317,000	700	-	8,600
Fund Balance July 1, 2016 (Estimated)	8,043,000	400,000	218,000	604,000	992,000
Fund Balance June 30, 2017	\$ 8,047,000	\$ 717,000	\$ 218,700	\$ 604,000	\$ 1,000,600



**Governmental Funds
Combined Statement of Budgeted Revenues, Expenditures,
and Changes in Fund Balance**

	Economic Development Sales Tax	Loop Special Business	Parkview Garden	Grant	Total
Revenues:					
Property Taxes	-	38,000	85,000	-	5,138,000
Sales Tax	650,000	-	-	-	10,430,000
Intergovernmental	-	-	-	-	2,125,800
Grants	-	-	-	1,875,100	1,935,100
Licenses	-	30,000	-	-	718,000
Gross Receipts Tax	-	-	-	-	6,838,000
Inspection Fees	-	-	-	-	1,005,000
Charges for City Services	-	-	-	-	955,000
Parks & Recreation Fees	-	-	-	-	1,620,000
Municipal Court & Parking	-	-	-	-	854,000
Interest	1,000	-	-	-	61,000
Miscellaneous Revenue	-	60,000	-	-	404,200
Total Revenues	651,000	128,000	85,000	1,875,100	32,084,100
Expenditures:					
Legislative	-	-	-	-	220,000
City Manager's Office	-	-	-	-	800,000
Human Resources	-	-	-	-	164,000
Information Technology	-	-	-	-	680,000
Finance	-	-	-	-	790,000
Municipal Court	-	-	-	-	345,000
Police	-	-	-	-	7,915,100
Fire	-	-	-	-	4,115,800
Community Development	-	-	-	-	4,044,400
Public Works	-	-	-	-	4,761,600
Debt Service	-	-	-	-	943,500
Other	650,000	128,000	85,000	1,875,100	5,100,500
Capital Improvement	-	-	-	-	1,872,900
Total Expenditures	650,000	128,000	85,000	1,875,100	31,752,800
Excess (deficiency) of revenues over (under) expenditures	1,000	-	-	-	331,300
Other Financing Sources (Uses):					
Operating transfer in (out)	-	-	-	-	-
Advances to (from) other funds	-	-	-	-	-
Changes in Fund Balance FY 17	1,000	-	-	-	13,600
Fund Balance July 1, 2016 (Estimated)	1,493,000	148,000	107,000	-	12,005,000
Fund Balance June 30, 2016	\$ 1,494,000	\$ 148,000	\$ 107,000	\$ -	\$ 12,018,600



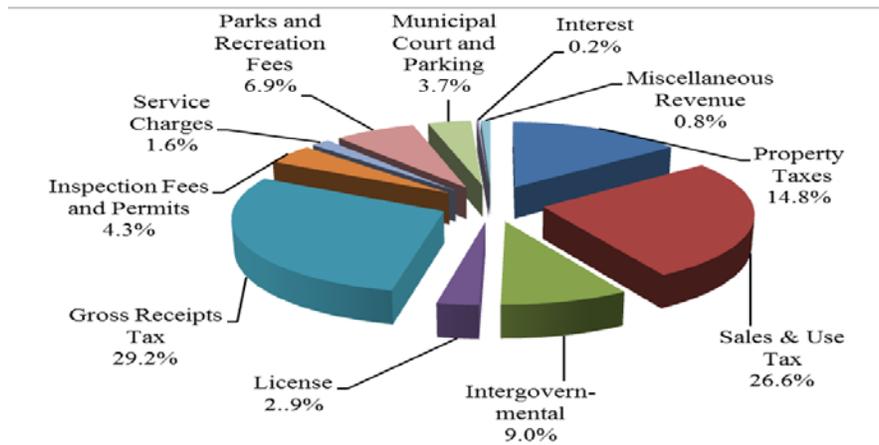
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BUDGET HIGHLIGHT – GENERAL FUND

Revenues

Total Revenue for the General Fund, the City’s operating fund, will decrease to \$23,420,000 from the prior year estimated amount of \$23,561,000 or 0.6%. This change is due to a combination of moderate increase in sales tax, decrease in utilities tax and court revenues. Increases and decreases in other revenue sources offset one another. The graph below illustrates General Fund revenue projections by type or category of revenue.

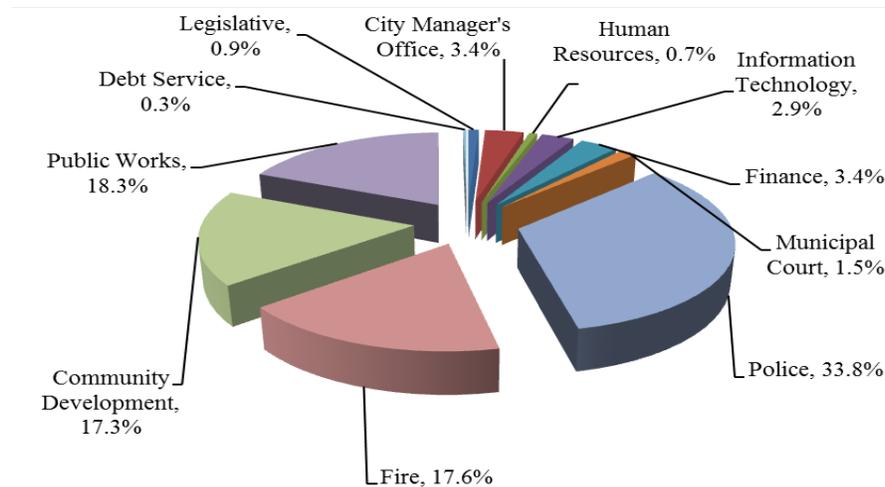
GENERAL FUND REVENUES BY TYPE



Expenditures

General Fund expenditures are projected to decrease to \$23,420,000 from the prior year estimated amount of \$23,510,000 or 0.4%. The majority of this change is due to decrease in personnel in the Fire Department as a result of EMS outsourcing, as well as a moderate increases in other department. The graph below illustrates projected expenditures by department.

GENERAL FUND EXPENDITURES BY DEPARTMENT





GENERAL FUND REVENUES

	Actual Revenue FY 2014	Actual Revenue FY 2015	Projected Revenue FY 2016	Budget Revenue FY 2017	% Change to Projected FY 2016
Property Taxes					
4001 Real Property-Current	2,703,357	2,781,894	2,725,000	2,900,000	6.4%
4005 Real Property-Delinquent	90,043	83,789	73,900	90,000	21.8%
4010 Personal Property-Current	349,599	363,857	369,000	360,000	-2.4%
4015 Personal Property-Delinquent	38,707	37,785	41,000	40,000	-2.4%
4025 Railroad & Other Utilities	74,032	67,133	75,800	75,700	-0.1%
4035 Payment in Lieu of Taxes	12,600	-	6,300	6,300	0.0%
Sub-Total Property Taxes	3,268,338	3,334,458	3,291,000	3,472,000	
Sales and Use Tax					
4101 Local Use Tax	433,814	447,260	425,000	460,000	8.2%
4105 County-wide Sales Tax (Pool)	4,970,148	5,065,338	5,210,000	5,120,000	-1.7%
4115 Fire Sales Tax (Pt. of Sale)	615,495	646,588	690,000	650,000	-5.8%
Sub-Total Sales & Use Taxes	6,019,457	6,159,186	6,325,000	6,230,000	
Inter Governmental					
4150 State Gas Tax	902,021	935,805	933,000	940,000	0.8%
4155 State Motor Vehicle Sales Tax	413,124	436,146	414,000	440,000	6.3%
4160 County Road Fund	590,857	591,453	606,000	610,000	0.7%
4165 Cigarette Tax	109,477	109,477	109,000	110,000	0.9%
Sub-Total Intergovernmental	2,015,479	2,072,881	2,062,000	2,100,000	
Licenses					
4301 Business Licenses	463,652	476,770	483,800	490,000	1.3%
4305 Motor Vehicle Fees	139,017	139,278	140,290	150,000	6.9%
4315 Dog Licenses & Redemption Fees	2,340	1,823	1,800	3,000	66.7%
4320 Liquor	38,150	37,199	40,200	45,000	11.9%
Sub-Total License	643,159	655,070	666,090	688,000	
Gross Receipts Tax					
4401 Electric	2,618,091	2,669,692	2,376,000	2,670,000	12.4%
4405 Natural Gas	1,713,548	1,682,349	1,250,000	1,718,000	37.4%
4410 Water	509,322	522,337	512,000	520,000	1.6%
4415 Telephone	1,657,984	1,587,783	1,312,400	1,650,000	25.7%
4420 Cable-Television	255,915	278,622	274,000	280,000	2.2%
Sub-Total Gross Receipts Tax	6,754,860	6,740,783	5,724,400	6,838,000	
Inspection Fees and Permits					
4501 Excavation & Driveway	17,488	21,954	22,500	25,000	11.1%
4505 Building & Zoning	994,238	934,913	1,118,000	980,000	-12.3%
Sub-Total Fees & Permits	1,011,726	956,867	1,140,500	1,005,000	



GENERAL FUND REVENUES (Continued)

	Actual Revenue FY 2014	Actual Revenue FY 2015	Projected Revenue FY 2016	Budget Revenue FY 2017	% Change to Projected FY 2016
Service Charges					
4540 Ambulance Services	671,905	664,714	315,000	100,000	-68.3%
4545 Weed & Debris-Current	4,636	1,775	-	5,000	0.0%
4550 Weed & Debris-Delinquent	36,854	65,276	138,000	65,000	-52.9%
4565 Police Services Contributions	200,482	203,704	177,000	205,000	15.8%
Sub-Total Service Charges	913,877	935,469	630,000	375,000	
Parks and Recreation Fees					
4601 Golf Course	686,134	674,159	680,000	700,000	2.9%
4610 Aquatics	99,830	88,034	106,000	90,000	-15.1%
4615 Community Center	80,198	79,700	78,600	80,000	1.8%
4620 Centennial Commons	669,579	733,984	670,000	750,000	11.9%
Sub-Total Parks & Rec. Fees	1,535,741	1,575,877	1,534,600	1,620,000	
Municipal Court and Parking					
4701 Parking Meter Collections	171,766	166,655	122,000	170,000	39.3%
4703 Parking Fines	273,362	249,128	160,000	260,000	62.5%
4705 Court Fines	357,842	313,330	316,500	350,000	10.6%
4710 Court Costs	100,913	44,006	40,600	50,000	23.2%
4715 Misc. Court Receipts	5,426	980	4,000	2,000	-50.0%
4725 Bond Forfeiture	20,761	16,855	16,300	20,000	22.7%
4730 Crime Victim Compensation	1,560	1,661	1,600	2,000	25.0%
Sub-Total Muni Court & Parking	931,630	792,615	661,000	854,000	
Interest					
4852 Interest-Investment	41,807	8,883	31,000	50,000	61.3%
Sub-Total Interest	41,807	8,883	31,000	50,000	
Miscellaneous					
4804 Misc. Operating Revenue	21,124	43,873	12,000	40,000	233.3%
4807 Non-Operating Income	7,924	8,444	5,000	10,000	100.0%
4808 Credit Card Fees	-	10,880	11,000	10,000	-9.1%
4816 Police Training Fees	7,776	7,286	10,000	10,000	0.0%
1819 Police Seizure & Impoundment	116	152	200	5,000	2400.0%
4822 Rental of Property	-	-	1,000	1,000	0.0%
4841 False Alarms	4,714	7,708	7,800	8,000	2.6%
4858 Interest-special Tax Bills	-	-	-	100,000	0.0%
4885 Unrealized Gain or Loss	-	4,255	-	-	0.0%
4900 Transfer In	4,000	4,000	4,000	4,000	0.0%
Sub-Total Miscellaneous	45,654	86,598	51,000	188,000	
Total	\$ 23,181,728	\$ 23,318,687	\$ 22,116,590	\$ 23,420,000	5.9%



GENERAL FUND EXPENDITURES

BY MAJOR EXPENDITURE CATEGORY

	Personnel Services	Contractual Services	Commodities	Capital Outlay	Total
Legislative Services	107,000	104,600	3,400	5,000	220,000
General Administration	279,500	512,700	7,800	-	800,000
Human Resources	83,300	70,700	10,000	-	164,000
Finance	609,100	162,700	18,200	-	790,000
Information Technology	97,500	393,000	28,000	161,500	680,000
Municipal Court	232,900	105,600	6,500	-	345,000
Total General Government	1,409,300	1,349,300	73,900	166,500	2,999,000
Police	6,965,700	818,200	121,200	10,000	7,915,100
Fire	3,531,500	443,300	141,000	-	4,115,800
Total Public Safety	10,497,200	1,261,500	262,200	10,000	12,030,900
Admin. and Engineering	418,100	88,500	3,500	-	510,100
Street Maintenance	472,300	1,125,600	105,600	-	1,703,500
Parks Maintenance	950,400	504,700	42,400	-	1,497,500
Golf Maintenance	309,800	146,400	115,900	-	572,100
Total Public Works and Parks	2,150,600	1,865,200	267,400	-	4,283,200
Community Development	1,546,000	260,300	14,700	-	1,821,000
Facilities Maintenance	443,600	320,300	21,500	10,000	795,400
Recreations:					-
Community Center	111,100	54,400	10,000	18,000	193,500
Aquatics	138,400	85,000	30,700	10,000	264,100
Centennial Commons	591,600	334,800	29,000	15,000	970,400
Total Community Development and Recreations	2,830,700	1,054,800	105,900	53,000	4,044,400
Debt Service (Special Obligation Bonds)	-	-	-	-	62,500
Total	\$ 16,887,800	\$ 5,530,800	\$ 709,400	\$ 229,500	\$ 23,420,000



Five Year Projected General Fund Revenues and Expenditures
(Amount expressed in thousands)

Revenues	FY 2014 Actual	FY 2015 Actual	FY 2016 Estimated	FY 2017 Budget	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Property Taxes	\$ 3,268	\$ 3,335	\$ 3,357	\$ 3,472	\$ 3,475	\$ 3,480	\$ 3,484	\$ 3,492
Sales & Use Tax	9,599	9,806	6,165	6,230	6,292	6,355	6,419	6,483
Intergovernmental	2,015	2,073	2,020	2,100	2,121	2,142	2,164	2,185
Licenses	643	656	651	688	695	702	709	716
Gross Receipts Tax	6,755	6,741	6,805	6,838	6,706	6,673	6,640	6,607
Inspection Fees and Permits	1,012	957	1,010	1,005	1,015	1,025	1,035	1,046
Service Charges	914	936	943	375	379	383	386	390
Parks & Recreation Fees	1,536	1,576	1,575	1,620	1,636	1,653	1,669	1,686
Municipal Court and Parking	932	793	939	854	863	871	880	889
Interest	42	9	40	50	51	51	52	52
Miscellaneous Revenue	46	87	56	188	190	192	194	196
Total Revenue	\$ 26,762	\$ 26,969	\$ 23,561	\$ 23,420	\$ 23,422	\$ 23,527	\$ 23,631	\$ 23,741

Expenditures	FY 2014 Actual	FY 2015 Actual	FY 2016 Estimated	FY 2017 Budget	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Legislative	\$ 188	\$ 216	\$ 225	\$ 220	\$ 224	\$ 229	\$ 233	\$ 238
City Manager's Office	662	745	855	800	816	832	849	866
Human Resources	135	153	167	164	167	171	174	178
Information Technology	738	466	693	680	694	707	722	736
Finance	699	804	798	790	806	822	838	855
Municipal Court	276	331	345	345	352	359	366	373
Police	7,606	8,240	8,068	7,915	8,073	8,235	8,399	8,567
Fire	4,455	4,514	4,146	4,116	4,198	4,282	4,368	4,455
Community Development	4,188	4,514	3,921	4,044	4,125	4,207	4,292	4,377
Public Works	2,768	4,834	4,100	4,283	4,369	4,456	4,545	4,636
Debt Service	-	-	192	63	64	66	67	-
Capital Improvement/Outlay	3,359	1,288	-	-	-	-	-	-
Total	\$ 25,074	\$ 26,105	\$ 23,510	\$ 23,420	\$ 23,888	\$ 24,366	\$ 24,853	\$ 25,282
Change in FB	\$ 1,688	\$ 864	\$ 51	\$ -	\$ (466)	\$ (839)	\$ (1,222)	\$ (1,541)



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PERSONNEL SUMMARY

Full-Time Personnel Summary by Department/Program	FY 2015 Authorized	FY2016 Authorized	FY2017 Authorized
Legislative Services			
<i>Legislative Services</i>			
City Clerk	1.0	1.0	1.0
Legislative Services Personnel Total	1.0	1.0	1.0
General Administration			
<i>City Manager's Office</i>			
City Manager	1.0	1.0	1.0
Administrative Analyst	1.0	1.0	1.0
Secretary to City Manager	1.0	1.0	1.0
<i>City Manager's Office Personnel Total</i>	3.0	3.0	3.0
<i>Human Resources</i>			
Human Resources Manager	1.0	1.0	1.0
<i>Human Resources Personnel Total</i>	1.0	1.0	1.0
General Administration Personnel Total	4.0	4.0	4.0
Administrative Services			
<i>Finance</i>			
Director of Finance	1.0	1.0	1.0
Assistant Director of Finance	1.0	1.0	1.0
Financial Analyst	1.0	1.0	1.0
Accountant	1.0	1.0	1.0
Accounts Payable Specialist	1.0	1.0	1.0
Financial Administrative Assistant	1.0	1.0	1.0
Customer Service	2.0	2.0	2.0
Print Shop Operator	1.0	1.0	1.0
<i>Finance Personnel Total</i>	9.0	9.0	9.0
<i>Information Technology</i>			
Information Technology Coordinator	-	1.0	1.0
<i>Information Technology Personnel Total</i>	-	1.0	1.0
<i>Municipal Court</i>			
Court Administrator	1.0	1.0	1.0
Court Clerk II	2.0	2.0	2.0
<i>Municipal Court Personnel Total</i>	3.0	3.0	3.0
Administrative Services Personnel Total	12.0	13.0	13.0
Police			
<i>Police Operations</i>			
Police Chief	1.0	1.0	1.0
Police Captain	2.0	2.0	2.0
Police Lieutenant	4.0	4.0	4.0
Police Sargent	6.0	6.0	6.0
Police Officer	66.0	66.0	66.0
Supervisory Dispatcher	3.0	3.0	3.0



PERSONNEL SUMMARY

Full-Time Personnel Summary by Department/Program	FY 2015 Authorized	FY2016 Authorized	FY2017 Authorized
Administrative Support Assistant	1.0	1.0	1.0
Executive Secretary to Chief	1.0	1.0	1.0
Dispatcher	9.0	9.0	9.0
Crime Analyst/Grant Writer	1.0	1.0	1.0
Advanced Clerk Typist	3.0	3.0	3.0
Parking Controller	1.0	1.0	1.0
<i>Police Operations Personnel Total</i>	98.0	98.0	98.0
Police Personnel Total	98.0	98.0	98.0
Fire			
<i>Fire Operations</i>			
Fire Chief	1.0	1.0	1.0
Assistant Fire Chief	1.0	1.0	1.0
Battalion Chief	3.0	3.0	3.0
Paramedic Fire Captain	9.0	6.0	6.0
Paramedic Firefighter	30.0	27.0	27.0
Firefighter	1.0	1.0	1.0
Cadet Paramedic	1.0	1.0	1.0
Fire Personnel Total	46.0	40.0	40.0
Public Works and Parks			
<i>Administration & Engineering</i>			
Director of Public Works and Parks	1.0	1.0	1.0
Assistant Director of Public Works and Parks/City Engineer	1.0	1.0	1.0
Senior Public Works Manager	1.0	-	-
Project Manager II	1.0	2.0	2.0
Project Manager I	2.0	2.0	2.0
Executive Secretary to Department Director	1.0	1.0	1.0
Advanced Clerk Typist	1.0	1.0	1.0
<i>Administration & Engineering Personnel Total</i>	8.0	8.0	8.0
<i>Streets Maintenance</i>			
Streets Superintendent	0.5	1.0	1.0
Crew Leader	2.0	2.0	2.0
Heavy Equipment Operator	3.0	3.0	3.0
Equipment Operator	4.0	4.0	4.0
Advanced Clerk Typist	1.0	-	-
Labor/Light Equipment Operator	1.0	2.0	2.0
<i>Streets Maintenance Personnel Total</i>	11.5	12.0	12.0
<i>Park and Forestry Maintenance</i>			
Park Superintendent	0.5	1.0	1.0
Forestry Supervisor	1.0	1.0	1.0
Crew Leader	3.0	3.0	3.0
General Maintenance Worker	3.0	3.0	3.0
Heavy Equipment Operator	1.0	1.0	1.0



PERSONNEL SUMMARY

Full-Time Personnel Summary by Department/Program	FY 2015 Authorized	FY2016 Authorized	FY2017 Authorized
Tree Trimmer	2.0	2.0	2.0
Equipment Operator	5.0	5.0	5.0
Labor/Light Equipment Operator	2.0	2.0	2.0
<i>Park and Forestry Maintenance Personnel Total</i>	17.5	18.0	18.0
<i>Golf Course Maintenance</i>			
Golf Maintenance Superintendent	1.0	1.0	1.0
Equipment Operator	1.0	1.0	1.0
<i>Golf Course Maintenance Personnel Total</i>	2.0	2.0	2.0
<i>Fleet Maintenance</i>			
Fleet Manager	1.0	1.0	1.0
Lead Mechanic	1.0	1.0	1.0
Mechanic	4.0	4.0	4.0
<i>Fleet Maintenance Personnel Total</i>	6.0	6.0	6.0
<i>Solid Waste Management</i>			
Sanitation Superintendent	1.0	1.0	1.0
Crew Leader	1.0	2.0	2.0
Heavy Equipment Operator	9.0	10.0	10.0
<i>Solid Waste Management Personnel Total</i>	11.0	13.0	13.0
Public Works and Park Department Personnel Total	56.0	59.0	59.0
Community Development			
<i>Community Development Operations</i>			
Director of Community Development	1.0	1.0	1.0
Deputy Director of Construction & Facilities Maint/Building Commissioner	1.0	1.0	1.0
Deputy Director of Economic & Community Development	1.0	1.0	1.0
Senior Plans Examiner/Deputy Building Commissioner	1.0	1.0	1.0
Planner	1.0	1.0	1.0
Multi-Discipline Inspector	5.0	5.0	5.0
Inspector II	1.0	1.0	1.0
Inspector I	5.0	5.0	5.0
Executive Secretary to Department Director	1.0	1.0	1.0
Advanced Clerk Typist	3.0	3.0	3.0
<i>Community Development Operations Personnel Total</i>	20.0	20.0	20.0
<i>Facilities Maintenance</i>			
Facilities Maintenance Supervisor	1.0	1.0	1.0
Custodian	5.0	6.0	6.0
General Maintenance Worker	1.0	1.0	1.0
<i>Facilities Maintenance Personnel Total</i>	7.0	8.0	8.0
<i>Recreation</i>			
Deputy Director of Recreation	1.0	1.0	1.0
Golf Manager	1.0	1.0	1.0
Recreation Supervisor II	1.0	2.0	2.0



PERSONNEL SUMMARY

Full-Time Personnel Summary by Department/Program	FY 2015 Authorized	FY2016 Authorized	FY2017 Authorized
Recreation Supervisor I	2.0	1.0	1.0
<i>Recreation Personnel Total</i>	5.0	5.0	5.0
<i>Economic Development</i>			
Economic Development Manager	1.0	1.0	1.0
<i>Economic Development Personnel Total</i>	1.0	1.0	1.0
Community Development Personnel Total	33.0	34.0	34.0
Library			
<i>Library Operations</i>			
Library Director	1.0	1.0	1.0
Assistant Library Director	1.0	1.0	1.0
Youth Services Librarian	1.0	1.0	1.0
MLC System Administrator	1.0	1.0	1.0
Librarian II	3.0	3.0	3.0
Librarian I	2.0	2.0	2.0
Paraprofessional Librarian	2.0	2.0	2.0
Library Assistant II	1.0	2.0	2.0
Library Assistant I	1.0	-	-
Building Supervisor	2.0	2.0	2.0
Administrative Assistant	1.0	1.0	1.0
Library Personnel total	16.0	16.0	16.0
All Full-Time Personnel Total	266.0	265.0	265.0



PERSONNEL SUMMARY

Part-Time Personnel Summary by Department/Program	FY 2015 Authorized	FY2016 Authorized	FY2017 Authorized
Administrative Services			
<i>Municipal Court</i>			
Court Clerk II	0.5	0.5	0.5
<i>Municipal Court Personnel Total</i>	0.5	0.5	0.5
Administrative Services Personnel Total	0.5	0.5	0.5
Police			
<i>Police Operations</i>			
Dispatcher	0.8	0.8	0.8
Parking Controller	1.6	1.6	1.6
Traffic Escort	1.6	1.6	1.6
<i>Police Operations Personnel Total</i>	4.0	4.0	4.0
Police Personnel Total	4.0	4.0	4.0
Public Works and Parks Department			
<i>Administration & Engineering</i>			
Clerk Typist	-	0.7	0.7
Engineering Technician	0.6	-	-
<i>Administration & Engineering Personnel Total</i>	0.6	0.7	0.7
<i>Streets, Parks, and Forestry Maintenance</i>			
Park Laborer	1.8	1.8	1.8
Streets Laborer	0.9	0.9	0.9
<i>Streets Maintenance Personnel Total</i>	2.7	2.7	2.7
<i>Golf Course Maintenance</i>			
Golf Laborer	0.5	0.5	0.5
<i>Golf Course Maintenance Personnel Total</i>	0.5	0.5	0.5
<i>Fleet Maintenance</i>			
Fleet Laborer	-	0.7	0.7
<i>Fleet Maintenance Personnel Total</i>	-	0.7	0.7
<i>Solid Waste Management</i>			
Laborer	1.8	1.8	1.8
<i>Solid Waste Management Personnel Total</i>	1.8	1.8	1.8
Public Works and Parks Department Personnel Total	5.6	6.4	6.4
Community Development			
<i>Community Development Operations</i>			
Advanced Clerk Typist	0.5	0.5	0.5
<i>Community Development Operations Personnel Total</i>	0.5	0.5	0.5
<i>Recreation</i>			
Custodian	0.8	0.8	0.8
Recreation Supervisor	1.3	1.3	1.3
Camp Manager	0.2	0.2	0.2
Pool Manager	0.4	0.4	0.4
Assistant Pool Manager	0.5	0.5	0.5



PERSONNEL SUMMARY

Part-Time Personnel Summary by Department/Program	FY 2015 Authorized	FY2016 Authorized	FY2017 Authorized
Recreation Specialist III	1.4	1.4	1.4
Recreation Specialist II	11.4	11.4	11.4
Recreation Specialist I	6.7	6.7	6.7
Park Attendant	0.2	0.2	0.2
Lifeguards	4.5	4.5	4.5
Cashiers	1.1	1.1	1.1
<i>Recreation Personnel Total</i>	<u>28.5</u>	<u>28.5</u>	<u>28.5</u>
Community Development Personnel Total	<u>29.0</u>	<u>29.0</u>	<u>29.0</u>
All Part-Time Personnel Total	<u>39.1</u>	<u>39.9</u>	<u>39.9</u>



PERSONNEL SUMMARY

Full-Time Compensation Salary Position Title	Minimum Annual Salary	Maximum Annual Salary	Grade
Account Clerk II	\$35,499	\$44,955	7C
Accountant	\$40,292	\$51,021	11
Accounts Payable Specialist	\$39,019	\$49,307	10
Administrative Analyst	\$46,423	\$58,698	14
Administrative Assistant	\$39,019	\$49,307	10
Administrative Assistant (Library)	\$33,774	\$39,176	L10
Advanced Clerk Typist	\$32,538	\$41,163	6A
Assistant Director of Finance	\$62,268	\$78,214	20
Assistant Director of Library	\$57,311	\$68,620	L9
Assistant Director of Public Works and Parks/City Engineer	\$68,648	\$87,612	22
Assistant Fire Chief	\$88,807	\$98,407	24F
Battalion Chief	\$79,169	\$86,962	20F
Building Supervisor (Library)	\$29,426	\$36,446	L8
City Clerk	\$57,919	\$72,753	18B
City Manager	\$140,716	\$140,716	S03
Court Administrator	\$42,319	\$53,463	12
Court Clerk II	\$32,538	\$41,163	6A
Crew Leader	\$41,331	\$52,711	11B
Crime Analyst	\$36,434	\$46,527	8
Custodian	\$29,213	\$36,851	4
Deputy Director/ Building Commissioner	\$68,648	\$87,612	22
Deputy Director of Economic & Community Development	\$62,268	\$78,214	20
Deputy Director of Recreation	\$62,268	\$78,214	20
Director of Community Development	\$81,962	\$104,303	25A
Director of Finance	\$93,471	\$119,736	27
Director of Public Works and Parks	\$93,471	\$119,736	27
Dispatcher	\$38,799	\$49,554	9D
Economic Development Manager	\$47,787	\$60,426	14A
Equipment Operator	\$36,006	\$45,566	8A
Executive Secretary to Chief	\$39,019	\$49,307	10
Executive Secretary to Department Director	\$36,851	\$46,618	9
Facilities Maintenance Supervisor	\$54,217	\$67,856	17
Financial Analyst	\$54,217	\$67,856	17
Fire Chief	\$98,926	\$115,019	25F
Firefighter	\$50,701	\$59,927	11A
Fleet Manager	\$48,307	\$62,140	15
Forestry Supervisor	\$46,423	\$58,698	14
General Maintenance Worker	\$37,669	\$47,644	9A
Golf Manager	\$46,423	\$58,698	14
Golf Maintenance Superintendent	\$46,423	\$58,698	14
Heavy Equipment Operator	\$37,669	\$47,644	9A
Human Resources Manager	\$48,307	\$62,140	15
Information Technology Coordinator	\$54,217	\$67,856	17



PERSONNEL SUMMARY

Full-Time Compensation Salary Position Title	Minimum Annual Salary	Maximum Annual Salary	Grade
Inspector I	\$39,272	\$51,021	11
Inspector II	\$42,319	\$53,463	12
Laborer/Light Equipment Operator	\$32,070	\$40,591	6
Lead Mechanic	\$46,423	\$58,698	14
Librarian I	\$35,120	\$40,716	L4
Librarian II	\$41,067	\$49,745	L5
Library Assistant II	\$26,598	\$30,830	L2
Library Director	\$77,240	\$92,664	L7
Mechanic	\$44,294	\$55,957	13
MLC System Administrator	\$60,567	\$72,189	L6
Multi-Discipline Inspector	\$44,345	\$56,594	12C
Paramedic Fire Captain	\$69,528	\$81,401	16M
Paramedic Firefighter	\$57,093	\$66,856	11M
Paraprofessional Librarian	\$31,725	\$36,797	L3
Parking Controller	\$28,252	\$35,668	3
Planner	\$47,787	\$60,426	14A
Police Captain	\$84,443	\$92,444	20P
Police Chief	\$96,652	\$122,541	27P
Police Lieutenant	\$74,870	\$82,066	18P
Police Officer	\$49,748	\$63,556	14P
Police Officer Trainee	\$46,697	\$59,010	13P
Police Sergeant	\$65,310	\$71,636	16P
Print Shop Operator	\$37,370	\$47,320	9B
Project Manager I	\$43,916	\$56,048	12B
Project Manager II	\$47,787	\$60,426	14A
Recreation Supervisor I	\$39,019	\$49,307	10
Recreation Supervisor II	\$43,916	\$56,048	12B
Sanitation Superintendent	\$56,607	\$71,103	18
Secretary to City Manager	\$39,019	\$49,307	10
Senior Plans Examiner/Inspector	\$46,423	\$58,698	14
Supervisory Dispatcher	\$42,760	\$54,036	12D
Tree Trimmer	\$37,669	\$47,320	9A
Youth Services Librarian	\$55,263	\$66,378	L30



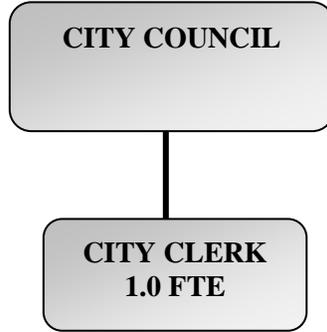
PERSONNEL SUMMARY

Part-Time Compensation Salary Position Title	Minimum Hourly Rate	Maximum Hourly Rate	Grade
Advanced Clerk Typist	\$12.93	\$12.93	P13
Assistant Pool Manager	\$8.07	\$8.84	P11
Cashier	\$7.35	\$8.02	P04
Court Clerk	\$13.55	\$13.55	P20
Custodian	\$9.47	\$11.52	P26
Dispatcher	\$16.29	\$19.87	P27
Laborer	\$9.47	\$11.52	P26
Lifeguard	\$7.76	\$8.53	P05
Park Attendant	\$7.35	\$8.02	P06
Parking Controller	\$12.93	\$12.93	P13
Pool Manager	\$9.55	\$11.09	P12
Recreation Program Supervisor	\$9.55	\$10.58	P17
Recreation Specialist I	\$7.35	\$8.02	P02
Recreation Specialist II	\$8.07	\$8.84	P07
Recreation Specialist III	\$8.84	\$9.61	P10
Traffic Escort	\$8.15	\$8.15	P16



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LEGISLATIVE SERVICES





LEGISLATIVE SERVICES

The City Council is the legislative and governing body of the City and consists of seven (7) members, six Councilmembers and the Mayor. The Council appoints the City Manager and City Clerk, and enacts legislation to protect the health, safety and general welfare of the citizens of University City.

The City Clerk keeps the journal of City Council proceedings and authenticates and records all ordinances and resolutions passed by the City Council. All regular meetings of the City Council are transcribed. The City Clerk is responsible for the following duties:

- Coordinating all municipal elections with the St. Louis County Board of Election Commissioners
- Keeping records of official contracts and agreements
- Registering voters
- Notarizing documents
- Registering domestic partnerships
- Overseeing all boards and commissions
- Preparing Council agenda and postings
- Updating legislative news on website

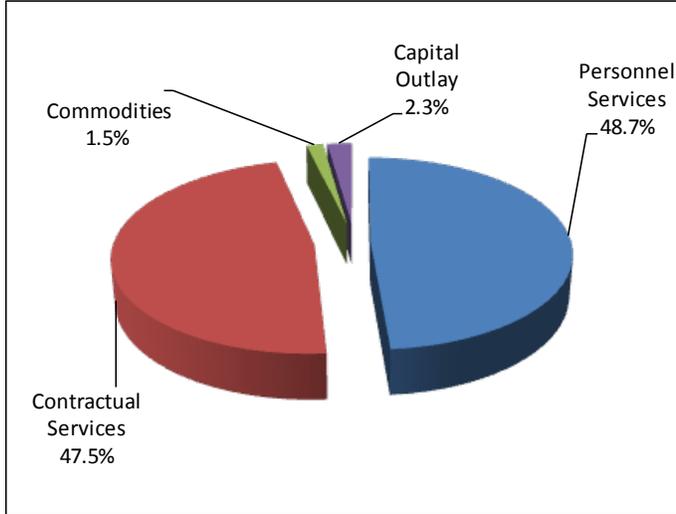
PERSONNEL SUMMARY

	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
Legislative Services			
City Clerk	1.0	1.0	1.0
Legislative Services Personnel Total	1.0	1.0	1.0

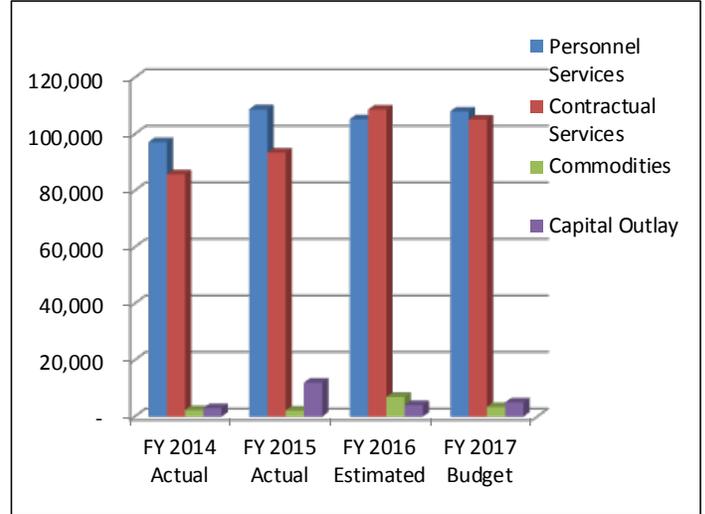
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	97,132	108,711	105,200	105,200	105,200	107,000	2%
Contractual Services	85,725	93,442	108,600	108,600	108,600	104,600	-4%
Commodities	2,271	2,143	6,900	6,900	6,900	3,400	-51%
Capital Outlay	2,990	12,000	4,000	4,000	4,000	5,000	25%
Total	188,118	216,296	224,700	224,700	224,700	220,000	-2%

FY 2017 BUDGET



EXPENDITURES COMPARISON



GOALS

1. Work to make all City Council communications electronically.
2. Do necessary research to move towards live broadcasts of all Council meetings.
3. Work with staff members throughout City Hall to ensure that all agenda materials are submitted in sufficient time to be distributed for the first packet mailing, which occur ten (10) days before scheduled regular Council meetings.
4. Continue to streamline the Board of Commission appointment process.
5. Work with staff Board of Commission liaisons to ensure that Board and Commission minutes are posted on the Website in a timely fashion.
6. Continue to archive older public records in electronic media. Work with other staff to develop formal records retention policy.
7. Continue effort to streamline the search process on City website for ordinances, resolutions, etc.

SIGNIFICANT CHANGES OVER FY 2016

1. Election Costs
2. Office & Computer Equipment
3. Office Furniture & Equipment

PERFORMANCE MEASUREMENTS

	FY2014 Actual	FY2015 Actual	FY2016 Projected	FY2017 Budget
Council Meetings	50	50	50	50
Ordinances & Resolutions Processed	40	40	40	40

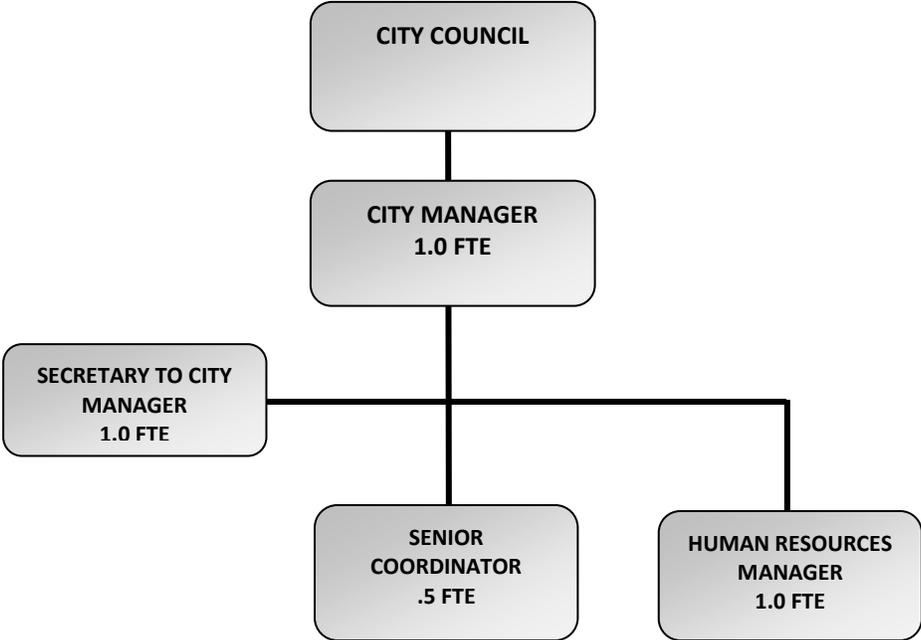


Department	Legislative Services
Program	Legislative Services

Fund	General
Account Number	01-10-02

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	58,782	61,224	65,200	65,200	65,200	66,500	2%
5340 Salaries - Part-Time & Temp	20,900	19,200	20,000	20,000	20,000	20,000	0%
5420 Workers Compensation	135	111	200	200	200	200	0%
5460 Medical Insurance	5,125	5,350	5,600	5,600	5,600	5,800	4%
5660 Social Security Contributions	4,909	4,916	5,300	5,300	5,300	5,400	2%
5740 Pension Contribution Nonunif.	6,157	16,709	7,700	7,700	7,700	7,800	1%
5900 Medicare	1,123	1,201	1,200	1,200	1,200	1,300	8%
Sub-Total Personnel Services	97,132	108,711	105,200	105,200	105,200	107,000	2%
Contractual Services							
6010 Professional Services	9,614	6,530	20,000	10,000	10,000	8,000	-60%
6040 Events & Receptions	75	171	300	300	300	200	-33%
6110 Mileage Reimbursement	-	233	200	200	200	200	0%
6115 Mayor & City Council Travel	9,326	6,886	12,000	12,000	12,000	10,000	-17%
6120 Professional Development	1,059	2,199	2,500	2,500	2,500	2,400	-4%
6130 Advertising & Public Notices	82	-	300	300	300	300	0%
6170 Insurance - Liability	2,000	4,000	3,500	3,500	3,500	4,000	14%
6220 Insurance - Public Officials	26,000	31,000	30,000	30,000	30,000	30,000	0%
6400 Office Equipment Maintenance	1,819	2,728	3,300	3,300	3,300	3,000	-9%
6610 Staff Training	247	306	1,500	1,500	1,500	1,500	0%
6650 Membership & Certification	18,492	18,688	20,000	20,000	20,000	20,000	0%
6720 Election Costs	17,012	20,457	15,000	25,000	25,000	25,000	67%
Sub-Total Contractual Services	85,725	93,442	108,600	108,600	108,600	104,600	-4%
Commodities							
7001 Office Supplies	635	1,285	3,000	3,000	3,000	1,300	-57%
7050 Publications	648	497	1,200	1,200	1,200	500	-58%
7090 Office & Computer Equip.	839	149	2,000	2,000	2,000	1,000	-50%
7330 Food	85	213	-	-	-	-	0%
7335 Business Meeting	-	-	500	500	500	400	-20%
7850 Awards & Gifts	64	-	200	200	200	200	0%
Sub-Total Commodities	2,271	2,143	6,900	6,900	6,900	3,400	-51%
Capital Outlay							
8180 Office Furniture & Equip.	2,990	12,000	4,000	4,000	4,000	5,000	25%
Sub-Total Capital Outlay	2,990	12,000	4,000	4,000	4,000	5,000	25%
Total	188,118	216,296	224,700	224,700	224,700	220,000	-2%

GENERAL ADMINISTRATION





GENERAL ADMINISTRATION

General Administration consists of the City Manager’s Office and Human Resources which provide internal services to other City departments.

PERSONNEL SUMMARY

Full-Time

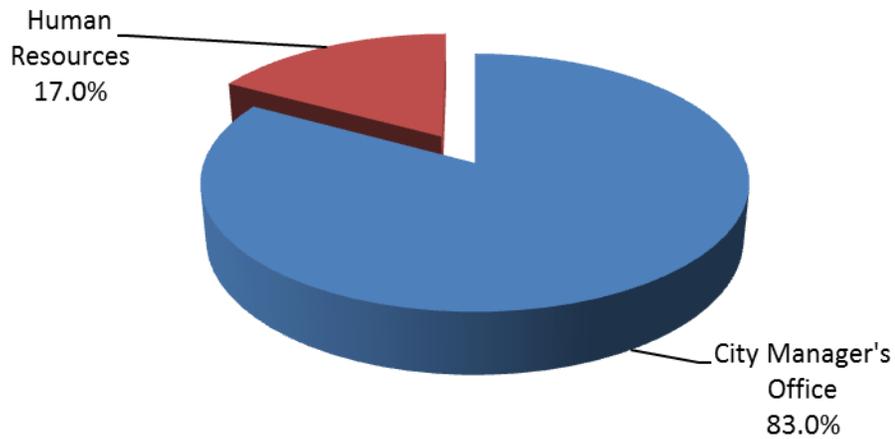
	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
General Administration Personnel			
<i>City Manager’s Office</i>			
City Manager	1.0	1.0	1.0
Secretary to City Manager	1.0	1.0	1.0
Administrative Analyst	1.0	1.0	-
<i>City Manager’s Office Personnel Total</i>	<u>3.0</u>	<u>3.0</u>	<u>2.0</u>
<i>Human Resources</i>			
Human Resources Manager	1.0	1.0	1.0
<i>Human Resources Personnel Total</i>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
General Administration Personnel Total	<u>4.0</u>	<u>4.0</u>	<u>3.0</u>

Part-Time

	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
General Administration Personnel			
<i>City Manager’s Office</i>			
Senior Coordinator	-	-	.5
<i>City Manager’s Office Personnel Total</i>	<u>-</u>	<u>-</u>	<u>.5</u>
General Administration Personnel Total	<u>-</u>	<u>-</u>	<u>.5</u>

PROGRAM AS A PERCENTAGE OF DEPARTMENT BUDGET

Program	Personnel	Contractual	Commodities	Total
City Manager's Office	279,500	512,700	7,800	800,000
Human Resources	83,300	70,700	10,000	164,000
Total	85,725	93,442	108,600	964,000





CITY MANAGER’S OFFICE

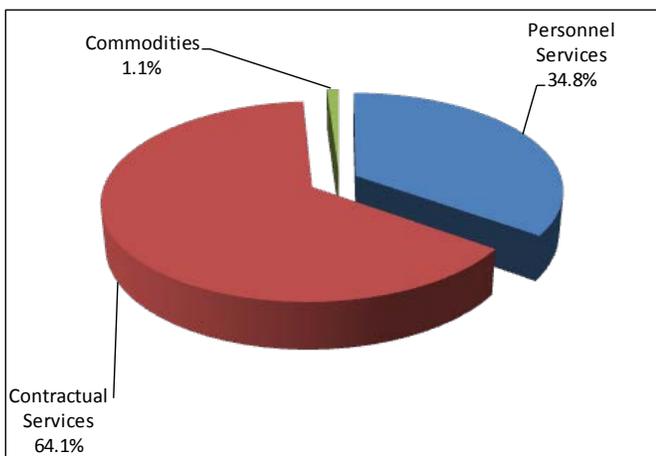
The City of University City uses the Council-Manager form government, under which elected City Council members hire the City Manager to carry out the following responsibilities:

- Ensure that the municipal code and policies approved by elected officials are implemented and equitably enforced throughout the city.
- Prepare the annual budget, submit it to elected officials for review and approval, and implement it once approved.
- Supervise department heads and other city employees.
- Submit policy proposals to elected officials and provides them with facts and advice on matters of policy as a basis for making decisions.
- Manage the day-to-day operations of the city.

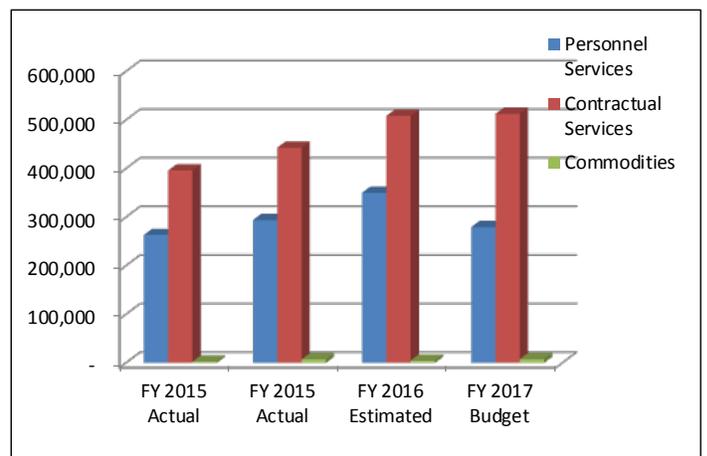
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	FY 2016
Personnel Services	263,493	294,202	350,400	350,400	350,400	279,500	-20%
Contractual Services	396,136	443,237	499,400	499,400	508,400	512,700	3%
Commodities	2,686	7,322	5,000	5,000	5,000	7,800	56%
Total	662,315	744,760	854,800	854,800	863,800	800,000	-6%

FY 2017 Budget



Expenditures Comparison



GOALS

- Continue to work toward maintaining University City as a place for people to enjoy the cultural activities.
- Ensure that University City is a welcoming place for people of all races and backgrounds.
- Continue to create partnership opportunities through the Chamber and other community organizations to ensure University City remains a community of distinction.
- Continue to ensure that our customers receive the highest level of service possible.
- Continue to communicate with the residents and businesses through the bi-monthly newsletters.
- Continue to provide the residents and businesses the City annual calendar.

SIGNIFICANT CHANGES OVER FY 2016

1. Pension contribution decrease due to an additional contribution made by City in FY 2015.
2. Maintenance contract increase due to an additional contribution to U City in Bloom.
3. Public relation programs include \$30,000 providing for Chamber of Commerce and \$10,000 for the annual Fair U City.
4. Printing services decrease due to the new printing company offered the lower cost.
5. Membership and certification decrease based on the actual spending in FY 2015
6. Expanded insurance coverage for Public Officials



Department	General Administrative
Program	City Manager's Office

Fund	General
Account Number	01-12-05

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	174,823	189,643	220,000	220,000	220,000	191,000	-13%
5340 Salaries - Part-Time & Temp	46,249	32,670	75,000	75,000	75,000	40,000	-47%
5420 Workers Compensation	592	277	700	700	700	500	-29%
5460 Medical Insurance	7,698	10,700	11,200	11,200	11,200	11,500	3%
5660 Social Security Contributions	10,751	10,527	19,000	19,000	19,000	13,500	-29%
5740 Pension Contribution Nonunif.	17,309	47,556	20,000	20,000	20,000	20,000	0%
5900 Medicare	2,816	2,829	4,500	4,500	4,500	3,000	-33%
Sub-Total Personnel Services	263,493	294,202	350,400	350,400	350,400	279,500	-20%
Contractual Services							
6010 Professional Services	108,316	156,679	150,000	150,000	150,000	150,000	0%
6020 Legal Services	198,035	173,148	200,000	200,000	209,000	218,000	9%
6040 Events & Receptions	-	716	1,000	1,000	1,000	1,000	0%
6050 Maintenance Contracts	6,000	6,900	6,000	6,000	6,000	7,000	17%
6090 Postage	25,917	27,773	24,000	27,000	27,000	27,000	0%
6120 Professional Development	507	2,036	2,000	2,000	2,000	2,000	0%
6135 Public Relations Programs	291	15,558	40,000	40,000	40,000	40,000	0%
6150 Printing Services	40,022	41,030	50,000	50,000	50,000	45,000	-10%
6170 Insurance - Liability	2,100	3,077	3,500	3,500	3,500	3,200	-9%
6220 Insurance - Public Officials	12,078	10,660	13,200	13,200	13,200	12,000	-9%
6270 Telephone & Pagers	1,023	-	1,200	1,200	1,200	1,000	-17%
6400 Office Equipment Maintenance	1,819	2,717	2,500	2,500	2,500	2,500	0%
6610 Staff Training	-	-	1,000	1,000	1,000	1,000	0%
6650 Membership & Certification	-	2,025	5,000	5,000	5,000	3,000	-40%
Sub-Total Contractual Services	396,136	443,237	499,400	499,400	508,400	512,700	3%
Commodities							
7001 Office Supplies	827	1,349	1,200	1,200	1,200	1,300	8%
7050 Publications	76	-	500	500	500	500	0%
7335 Business Meeting	1,497	1,306	1,800	1,800	1,800	1,500	-17%
7850 Awards & Gifts	-	4,596	-	3,500	3,500	4,500	29%
Sub-Total Commodities	2,686	7,322	5,000	5,000	5,000	7,800	56%
Total	662,315	744,760	854,800	854,800	863,800	800,000	-6%



HUMAN RESOURCES

The Human Resources Office administers personnel policies of the City and the civil service rules and regulations. It is the goal of the city to provide exceptional internal and external human resource services with confidentiality and fairness. Day-to-day activities include:

1. Recruitment and hiring of employees
2. Maintenance of personnel records
3. Administering employee benefits
4. Evaluating employee training programs
5. Maintenance of classification and compensation plan
6. Labor relations
7. Support for the City's two Pension Board
8. Support for the Civil Service Board
9. Support for the Human Relation Board

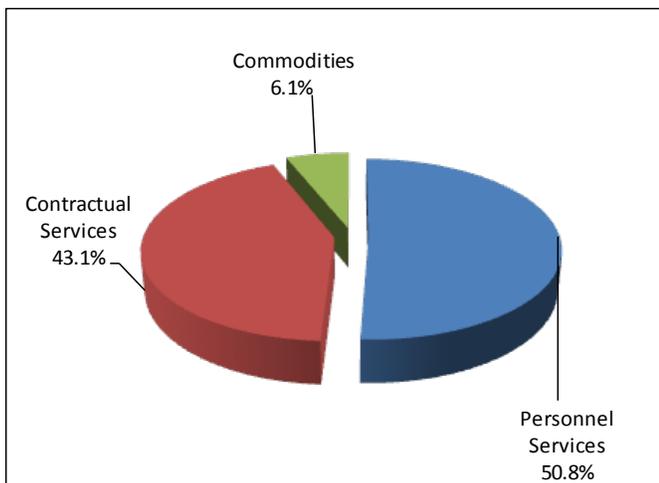
Mission Statement

The Human resources department provides quality services to the employees of the City of University City, recruiting qualified individuals, retention of valuable employees, providing training to encourage success and increase overall value of the City. The department promotes a safe and healthy working environment, inspire a high level of employees' morale through recognition including the department effective communication and constant feedback.

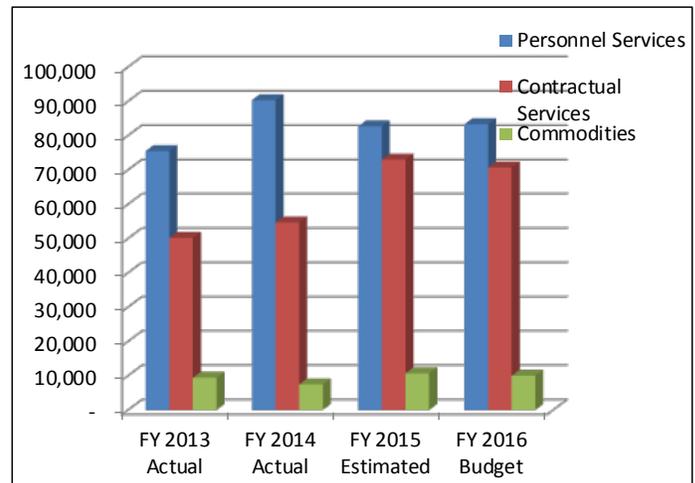
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	75,497	90,348	88,300	88,300	82,700	83,300	-5.7%
Contractual Services	50,169	54,691	68,500	68,500	73,000	70,700	3.2%
Commodities	9,397	7,465	10,700	10,700	10,700	10,000	-6.5%
Total	135,063	152,504	167,500	167,500	166,400	164,000	-2.1%

FY 2017 Budget



Expenditures Comparison



GOALS

1. Provide accurate and timely information to City Manager and employees on a large array of Human Resource questions.
2. Streamline policies and procedures that will improve relationships for all Departments and work practices.
3. Conduct internal audits that will improve space management and correct pertinent information in personnel and other required files.
4. Stay abreast of the federal, local and other laws as they relate to the Public and City operations.
5. Maintain quality customer service to both internal and external customers.
6. Foster relationships and communication among employees and Departments and handle all requests with confidentiality and fairness.
7. Review and update the Administrative Regulations, Employee Handbook and assist with Civil Service Rule Updates.
8. Provide training opportunities that may align with performance management review, individual request, re-organization efforts, or supervisor observation.

FISCAL YEAR 2016 PERFORMANCE SUMMARY

Human Resources provides support for City employees. Below are the accomplishments in FY 2016

- Diminished 32 boxes of unmarked records and created a database and files holding area to account and ensure proper control of permanent records
- Completed Sexual Harassment Training for all 249 employees
- Coordinated Department of Transportation (DOT) Training for required staff
- Re-established Department On-Line Training
- Completed updating Administrative Regulations (AR)



Department	General Administration
Program	Human Resources

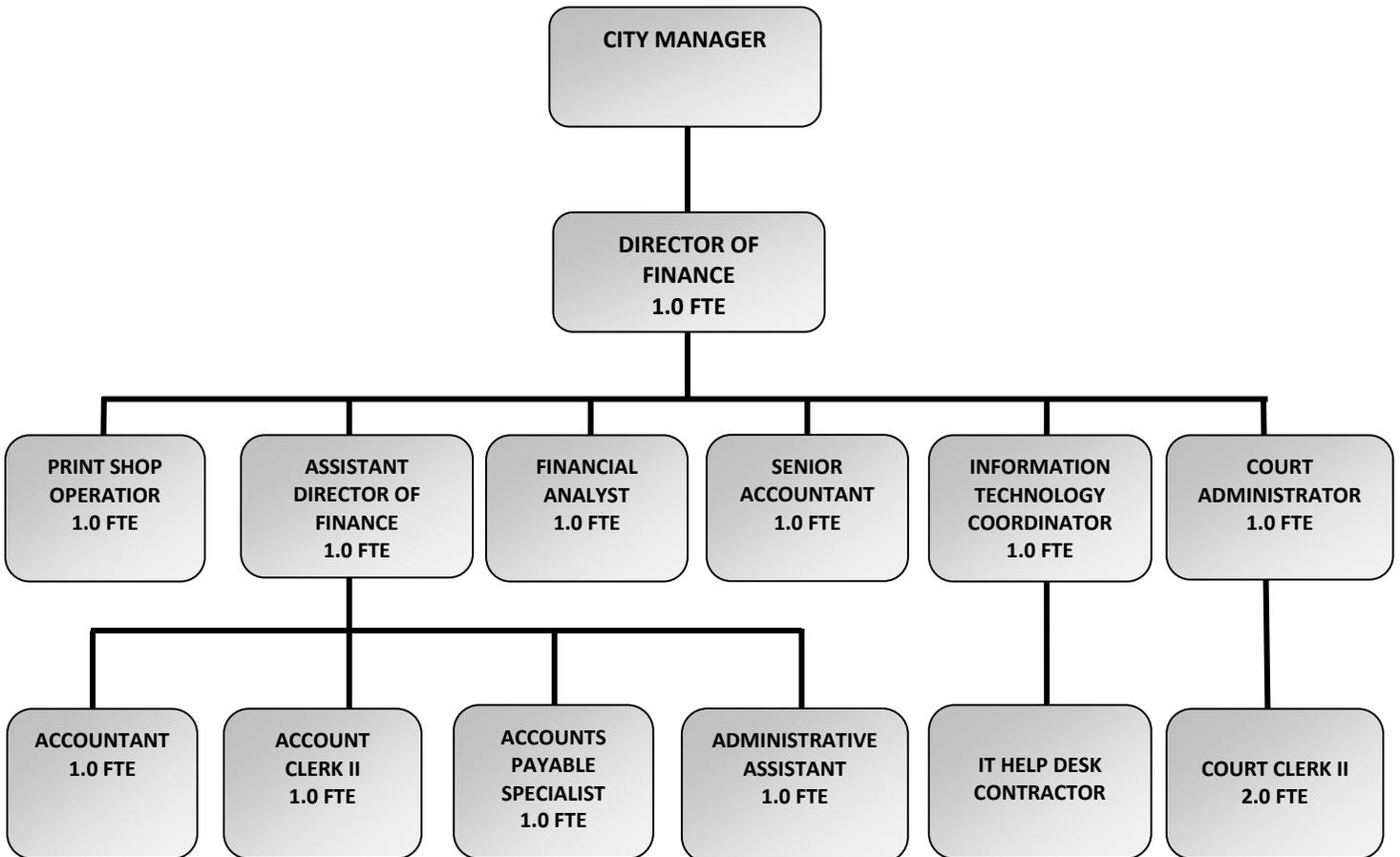
Fund	General
Account Number	01-14-07

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	55,045	60,644	61,000	62,000	62,000	63,000	3%
5340 Salaries - Part-Time & Temp	-	-	2,000	1,000	1,000	1,000	-50%
5420 Workers Compensation	-	-	200	200	200	200	0%
5460 Medical Insurance	5,125	5,350	5,600	5,600	-	-	-100%
5540 EAP	6,683	6,655	7,500	7,500	7,500	7,000	-7%
5660 Social Security Contributions	3,366	2,707	4,000	4,000	4,000	4,000	0%
5740 Pension Contribution Nonunif.	4,494	14,332	7,100	7,100	7,100	7,200	1%
5900 Medicare	784	660	900	900	900	900	0%
Sub-Total Personnel Services	75,497	90,348	88,300	88,300	82,700	83,300	-6%
Contractual Services							
6010 Professional Services	5,557	1,546	6,000	4,800	4,800	5,000	-17%
6030 Medical Service	9,748	1,915	6,000	6,000	6,000	8,700	45%
6050 Maintenance Contracts	8,216	9,187	8,000	9,200	9,200	7,600	-5%
6120 Professional Development	1,122	-	1,000	1,000	1,000	1,000	0%
6130 Advertising & Public Notices	2,770	-	3,000	3,000	3,000	3,000	0%
6170 Insurance - Liability	2,000	3,400	3,000	3,000	3,000	3,500	17%
6190 Insurance - Miscellaneous	18,806	31,378	36,000	36,000	36,000	32,000	-11%
6220 Insurance - Public Officials	319	5,000	500	500	5,000	5,000	900%
6400 Office Equipment Maintenance	848	1,061	1,000	1,000	1,000	1,000	0%
6600 Tuition Reimbursement	-	-	500	500	500	700	40%
6610 Staff Training	-	-	2,000	2,000	2,000	2,000	0%
6650 Membership & Certification	709	724	1,000	1,000	1,000	700	-30%
6700 Misc. Operating Services	74	81	500	500	500	500	0%
Sub-Total Contractual Services	50,169	54,691	68,500	68,500	73,000	70,700	3%
Commodities							
7001 Office Supplies	2,491	921	1,000	1,000	1,000	1,000	0%
7050 Publications	515	272	1,000	1,000	1,000	1,000	0%
7090 Office & Computer Equip.	-	-	1,200	1,200	1,200	500	-58%
7330 Food	3,423	2,944	4,000	4,000	4,000	4,000	0%
7850 Awards & Gifts	2,969	3,328	3,500	3,500	3,500	3,500	0%
Sub-Total Commodities	9,397	7,465	10,700	10,700	10,700	10,000	-7%
Total	135,063	152,504	167,500	167,500	166,400	164,000	-2%



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ADMINISTRATIVE SERVICES





The Administrative Services is comprised of the Finance Department, Information Technology and the Municipal Court Division. The department, under the direction of the Director of Finance, is charged with administering all financial affairs and resources of the City consistent with federal, state and municipal laws and regulations, and generally accepted accounting principles. Managing the finances of the City includes several components:

Cashiering and Collections Services

- Annually received over 27,000 payments by customers for City collection services, of which, 23,000 payments were from refuse collections, and 1,600 payments were from on-line bill pay
- Process annually over \$11.0 million of revenue for off-site locations including parking meters revenue, and deposit funds daily in the bank
- Process and collect miscellaneous receivables for weeds, demolition/clean up, street improvements, and various other miscellaneous billings, and follow up on delinquent accounts, and answer payment questions
- Process payments for gross receipts taxes in the amount of approximately \$6.7 million
- Provide overall supervision of Cashiering and Collections staff

Fiscal Services

- Provide billing services for approximately 12,000 accounts for trash collection for five (5) route billing cycle and miscellaneous billing for approximately 400 throughout the year
- Process delinquent trash collection notices for five (5) route billing cycle
- Manage the refuse on-line bill pay and paperless billing to our residents
- Establish property tax levies and coordinate tax collection
- Administer City insurance programs
- Manage the delivery of the Municipal Services billing statement
- Manage operations of the Municipal Parking Garage
- Provide quality customer service to both internal and external customers
- Provide property record requests and filings for title searches and lien recordings and releases
- Maintain over 800 business license records and 60 liquor license records
- Oversee and provide guidance to departments in the procurement of goods and services to ensure compliance with City Municipal Codes and Administrative Regulations
- Process nearly 400 purchase requisitions within a seven-day turnaround period
- Manage on-going procurement programs including the lease programs

Administration

- Provide policy direction, vision, and leadership enabling the department to achieve its goals while complying with federal, state, local and other requirements
- Oversee and coordinate long-term financial plan
- Promote sound fiscal policies and protect local revenues
- Ensure competent use of financial, human, and material resources

Accounting Services

- Prepare the Comprehensive Annual Financial Report and coordinate the annual audit with independent auditors
- Prepare the Annual Schedule of Financial Accounting for compliance with Federal Single audit guidelines
- Prepare the Administrative Annual Report
- Maintain the general ledger and various reconciliations
- Maintain inventory of capital assets of the City and establish depreciation schedules



ADMINISTRATIVE SERVICES

- Process nearly 9,000 accounts payable invoices within thirty days (30) of receipt and achieve less than one percent of voided checks
- Maintain accounts payable records and respond to departmental and vendor inquiries
- Process supplemental retirement payments and subsidies according to the required timelines
- Process over 135,000 pieces of mail annually
- Process over 13,000 payroll advices and checks annually
- Produce and distribute over 500 W-2's , 79 of 1099R and 160 of 1099Misc annually
- Provide updates for New World Systems (accounting software) user security and training to other departments
- Maintain and trouble shoot problems in New World Systems

Budget Management Division

- Manage and co-ordinate the annual budget preparation process
- Maintain the budget manual and coordinate the budget development process with departments by preparing consolidated budget requests for review by the City Manager
- Conduct budgetary analysis as needed
- Assist departments with budget monitoring and control

PERSONNEL SUMMARY

Full-Time

	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
Administrative Services Personnel			
<i>Finance</i>			
Director of Finance	1.0	1.0	1.0
Assistant Director of Finance	1.0	1.0	1.0
Financial Analyst	1.0	1.0	1.0
Senior Accountant	-	1.0	1.0
Accountant	1.0	1.0	1.0
Accounts Payable Specialist	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0
Account Clerk II	2.0	1.0	1.0
Print Shop Operator	1.0	1.0	1.0
<i>Finance Personnel Total</i>	9.0	9.0	9.0
<i>Municipal Court</i>			
Court Administrator	1.0	1.0	1.0
Court Clerk II	2.0	2.0	2.0
<i>Municipal Court Personnel Total</i>	3.0	3.0	3.0
<i>Information Technology</i>			
Information Technology Coordinator	-	1.0	1.0
<i>Information Technology Total</i>	-	1.0	1.0
Administrative Services Personnel Total	12.0	13.0	13.0



ADMINISTRATIVE SERVICES

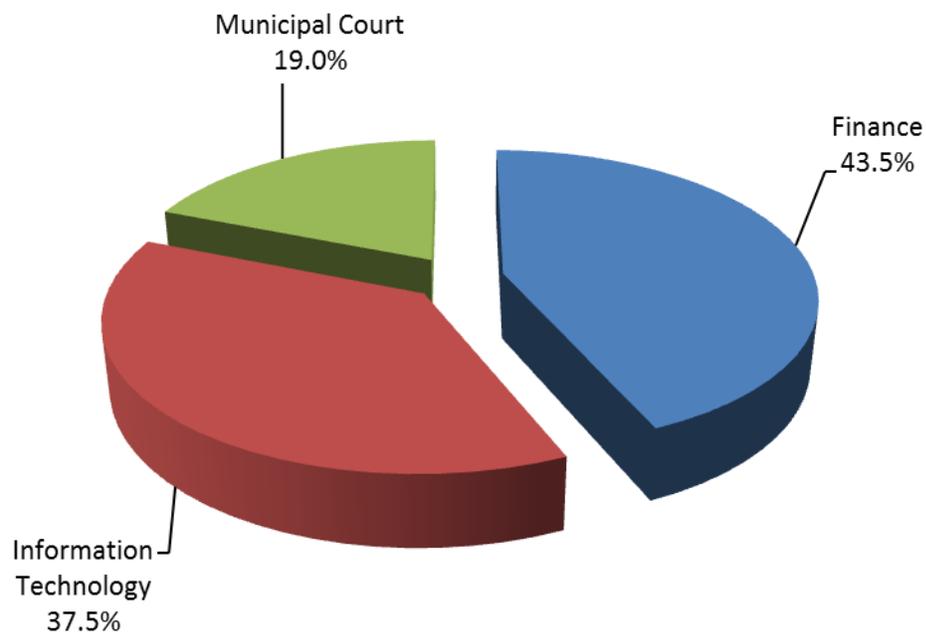
Part-Time

	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
Administrative Services Personnel			
<i>Municipal Court</i>			
Court Clerk	.5	.5	.5
<i>Municipal Court Personnel Total</i>	.5	.5	.5
Administrative Services Personnel Total	.5	.5	.5

PROGRAM AS A PERCENTAGE OF DEPARTMENT BUDGET

Program	Personnel	Contractual	Commodities	Capital Outlay	Total
Finance	609,100	162,700	18,200	-	790,000
Information Technology	97,500	393,000	28,000	161,500	680,000
Municipal Court	232,900	105,600	6,500	-	345,000
Total	939,500	6,500	52,700	161,500	1,815,000

Expenditure Pie Chart





FINANCE

The Finance Department administers all financial affairs and resources of the City consistent with federal, state and municipal laws and regulations, and generally accepted accounting principles. Management of City finances includes several components: maintenance of the financial management system; budget preparation and control; property tax levies oversight; fund investment; revenue collection; disbursement control; purchasing and contract administration; payroll; payment of pension benefits; internal controls; audit of records; financial reporting; administering City insurance programs; risk management; fixed asset management; project accounting management; administering the public parking garage support contract and parking meters; and coordinating Federal, State, Local, and Community Development Block Grants. The Finance Department also performs mail and printing services for City departments, and parking meter maintenance and collection. The Director of Finance, under the supervision of the City Manager, manages all functions of the Finance Department.

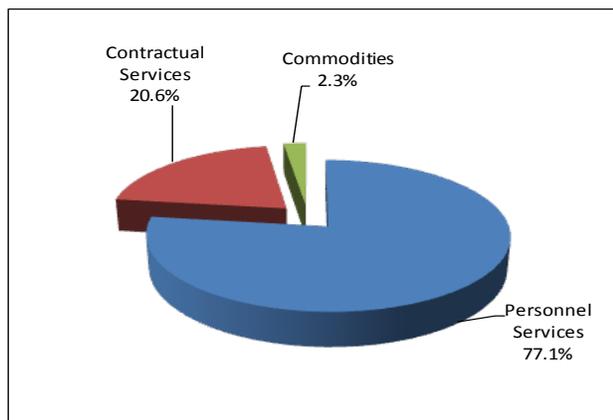
Mission Statement

Finance strives for long-term financial stability and health of University City; protects the City’s financial integrity and credibility and maintains AA+ or improve to AAA bond rating; and strengthens the department for continued excellence. Finance leads and coordinates the development and execution of the City’s annual Budget and five-year Capital Improvement Program (CIP) Plan, including development, monitoring and reporting. Prepare financial projection, long-range planning and financial reporting.

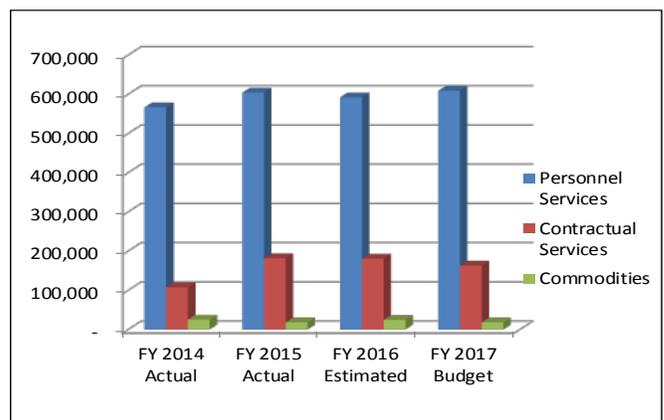
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	566,731	604,196	592,500	592,500	592,500	609,100	3%
Contractual Services	107,591	181,906	181,000	181,000	181,000	162,700	-10%
Commodities	24,980	18,179	24,300	24,300	24,300	18,200	-25%
Total	699,301	804,281	797,800	797,800	797,800	790,000	-1%

FY 2017 Budget



Expenditures Comparison



GOALS

1. Provide accurate and timely financial reporting to City Manager, City Council and the public.
2. Continue to foster relations and communication with other Departments to enhance better working relationships.
3. Continue to improve workflow, timeliness and accuracy.
4. Continue to perform internal audits to assist in fraud assessment control.
5. Monitor government affairs at both state and federal levels for potential cost/benefit to City operations.
6. Complete the FY16 Comprehensive Annual Financial Report by December 31, 2016 and apply for the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting.
7. Maintain quality customer service in all telephone and personal contact with individuals interacting with the Finance staff.
8. Continue to encourage professional development of Finance personnel by active participation in professional associations and training activities to increase productivity, performance and competency.
9. Continue to promote eUtilities (Refuse On-Line Bill Pay) and eBilling (paperless bills) to our residents. By signing up, this would help reduce both postage and printing expenses.
10. Develop additional strategies for revenue collections on delinquent accounts.
11. Enhance teamwork within the Department.
12. Increase staff knowledge and understanding of various departmental functions.
13. Continue to pursue delinquent refuse and miscellaneous billing accounts owed to the City.
14. Continue to audit and reconcile business licenses by ensuring the statuses of active businesses are current; and further, locating businesses operating without licenses for the purpose of licensing them properly and bringing them into compliance with City code.
15. Continue to review and analyze current policies and procedures, data, and performance indicators within the department in order to improve the efficiency and effectiveness of the department.

SIGNIFICANT CHANGES SINCE FISCAL YEAR 2016

- Professional Services – Decreases 83% (\$5,800) due to decrease by the use of our financial accounting software company.
- Temporary Labor – Increases 150% (\$3,000) due to the use of a temporary clerk to assist in accounting functions.
- Postage – Decreases 40% (\$12,000) due to less anticipation of having extra mailings.
- Professional Development – Decreases 43% (\$1,500) due to decrease in attendance to New World Systems User Conference.
- Advertising & Public Notices – Increases 20% (\$500) due to increase in fees to advertise public notices.
- Printing Services – Increases 60% (\$1,500) due to anticipation of having additional printing functions in-house.
- Insurance-Public Officials – Increases 500% (\$5,000) due to increase in public official liability insurance coverage.
- Office Equipment Maintenance – Decreases 33% (\$4,000) due to entering a new lease agreement on City wide copiers.
- Membership & Certification – Decreases 25% (\$500) due to decrease in miscellaneous membership associations.
- Misc. Operating Services – Increases 500% (\$2,500) due to increase in service fees.
- Bank & Credit Card Fees – Decreases 67% (\$10,000) due to anticipation of decrease in bank and credit card fees.
- Office & Computer Equip – Decreases 33% (\$500) due to less anticipation of purchasing computer equipment.
- Parking Meter Parts – Decreases 76% (\$3,800) due to purchasing new meter parts for general replacement in prior year.



FISCAL YEAR 2016 PERFORMANCE SUMMARY

- Received the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2015.
- Continued collecting delinquent refuse and miscellaneous bills owed to the City. Continue to work with collection agencies Valley Collection Services, LLC and Account Resolution Corporation, to collect on unpaid refuse and ambulance bills.
- Continued to coordinate a calendar basis delinquent refuse account shut-off cycle with the Public Works and Parks Department, Sanitation Division. The shut-off cycles continues to be encouraging, resulting in a nominal number of accounts paid in full and/or signing up for payment agreements.
- Continued to improve the budget document to ensure it is comprehensible to the public.
- Continued oversight and coordination of the City’s calendar.
- Continued to convert paper records to electronic records.
- Continued oversight of U City ROARS newsletter, which is distributed to all residents and businesses.

PERFORMANCE MEASUREMENTS

	FY2014 Actual	FY2015 Actual	FY2016 Estimated	FY2017 Budget
Checks Issued	6,131	6,118	6,100	6,200
Refuse unit bills generated	22,789	22,476	22,500	23,000
Purchase Orders	349	381	380	400
Invoices (processed and paid)	9,053	8,755	8,800	9,000
Business Licenses Issued	828	688	700	700
Dog Tags Issued	468	280	290	300
Outgoing Mail Handled	134,443	135,125	135,000	135,000



Department	Administrative Services
Program	Finance

Fund	General
Account Number	01-16-08

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	427,111	379,739	436,000	428,000	428,000	445,000	2%
5340 Salaries - Part-Time & Temp	-	9,709	-	-	-	-	0%
5380 Overtime	337	120	1,000	1,000	1,000	1,000	0%
5420 Workers Compensation	2,393	1,930	2,400	2,400	2,400	2,000	-17%
5460 Medical Insurance	59,183	53,424	60,100	60,100	60,100	61,600	2%
5660 Social Security Contributions	24,909	22,534	27,000	27,000	27,000	28,000	4%
5740 Pension Contribution Nonunif.	45,495	131,280	60,000	60,000	60,000	65,000	8%
5860 Unemployment	1,484	-	-	-	-	-	0%
5900 Medicare	5,819	5,460	6,000	6,000	6,000	6,500	8%
Sub-Total Personnel Services	566,731	604,196	592,500	584,500	584,500	609,100	3%
Contractual Services							
6001 Auditing & Accounting	27,357	41,300	36,000	41,300	41,300	40,000	11%
6010 Professional Services	800	1,225	7,000	1,700	1,700	1,200	-83%
6050 Maintenance Contracts	15,084	55,069	60,000	60,000	60,000	60,000	0%
6070 Temporary Labor	2,770	16,000	2,000	2,000	2,000	5,000	150%
6090 Postage	27,432	26,050	30,000	30,000	30,000	18,000	-40%
6120 Professional Development	2,068	960	3,500	3,500	3,500	2,000	-43%
6130 Advertising & Public Notices	2,249	3,107	2,500	2,500	2,500	3,000	20%
6150 Printing Services	2,037	4,238	2,500	2,500	2,500	4,000	60%
6170 Insurance - Liability	3,000	3,400	3,500	6,900	6,900	3,500	0%
6220 Insurance - Public Officials	505	6,057	1,000	1,000	1,000	6,000	500%
6400 Office Equipment Maintenance	7,838	15,090	12,000	12,000	12,000	10,000	-17%
6650 Membership & Certification	1,619	1,538	2,000	2,000	2,000	1,500	-25%
6660 Laundry Services	235	354	500	500	500	500	0%
6700 Misc. Operating Services	168	3,065	500	500	500	3,000	500%
6770 Bank & Credit Card Fees	14,348	4,445	15,000	15,000	15,000	5,000	-67%
Sub-Total Contractual Services	107,591	181,906	181,000	181,000	181,000	162,700	-10%
Commodities							
7001 Office Supplies	17,877	15,804	16,000	20,000	20,000	15,000	-6%
7050 Publications	294	-	500	500	500	500	0%
7090 Office & Computer Equip.	-	794	1,500	1,500	1,500	1,000	-33%
7410 License Plates & Badges	215	216	500	500	500	200	-60%
7570 Hardware & Hand Tools	62	-	500	500	-	-	-100%
7650 Parking Meter Parts	6,341	1,246	5,000	1,000	1,000	1,200	-76%
7770 Wearing Apparel	191	-	300	300	300	300	0%
Sub-Total Commodities	24,980	18,179	24,300	24,300	23,800	18,200	-25%
Total	699,301	804,281	797,800	789,800	789,300	790,000	-1%



INFORMATION TECHNOLOGY (IT)

This program area is responsible for maintaining the City’s centralized network, hardware and software support, telephone and telecommunications systems, administration of citywide applications and department-specific software and coordinates technology projects. This program also provides consulting on technology issues, communication, data and voice tools, software, and equipment to assist departments in providing efficient services to the public.

Goals are defined and developed by an Information Technology Core Committee (ITCC) composed of representatives from all City departments. The goals are translated into objectives by a member of the ITCC responsible for the management of IT. Execution of work to complete objectives and day-to-day support is accomplished by a contractual placement employee provided by Tech Electronics. Additional support is provided by Tech Electronics when circumstances require more assistance.

The IT program supports the City’s network which has five (5) physical servers, twenty-four (24) virtual servers, one hundred sixty (160) personal computers, eight (8) laptop computers, and other technology equipment. In addition, the program provides technical assistance and procurement for the Police Department.

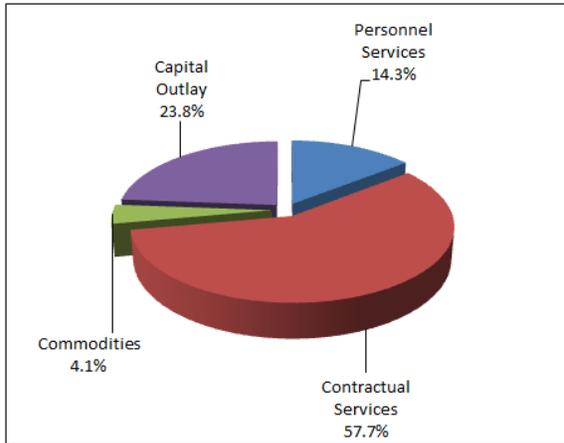
Mission Statement

Information Technology has become a vital component in every department's service delivery methods. As strategic plans are developed for each facet of the City, Information Technology plays a key role in ensuring the advancement of the overall organizational goals. The adoption of new technology is driven by the organizational need and the necessity to provide public service that is significantly more effective.

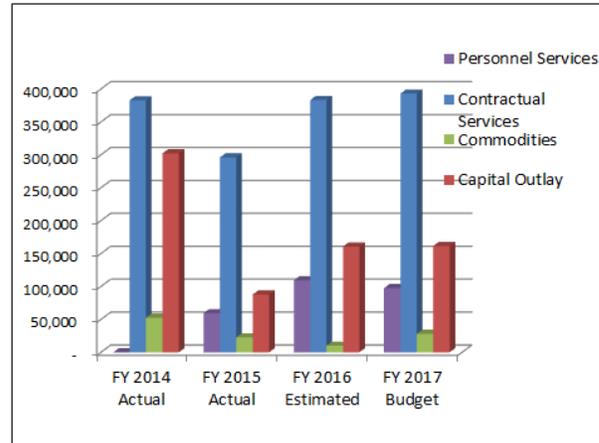
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	-	59,399	93,600	104,400	104,400	97,500	-7%
Contractual Services	382,805	296,052	319,000	393,200	393,200	393,000	0%
Commodities	52,609	22,810	31,000	31,000	31,000	28,000	-10%
Capital Outlay	302,201	87,837	250,000	165,000	165,000	161,500	-2%
Total	737,615	466,099	693,600	693,600	693,600	680,000	-2%

FY 2017 Budget



Expenditures Comparison



GOALS

1. Upgrade network infrastructure to provide more security and throughput
2. Server consolidation to improve efficiency of overall system
3. Server migration from aging 2003 to 2012 OS
4. Firewall upgrade

SIGNIFICANT BUDGETARY ITEMS

1. **Network Infrastructure Upgrade (\$30,000)** – Upgrading switches with 10 GB connections while utilizing the City’s existing Fiber (Dark Fiber) that connects the buildings. Taking into account Security Cameras, web based programs and Offsite Disaster Recovery there is a real need to increase the throughput of the City’s branch connections.
2. **Workstation Refresh (\$20,000)** – The City has multiple workstations that are over five (5) years old.
3. **Seamless Docs (\$10,000)** – IT plans to implement a feature on the website that would allow for online fillable forms and submittals.

FISCAL YEAR 2016 PEFORMANCE SUMMARY

IT provides support for multiple projects and long-term goals. Below is a list of accomplishments in fiscal year 2015:

- **Internet Provider** – The City is now on a dedicated fiber circuit with a guaranteed Service Level Agreement
- **Backup and Recovery** – The City has implemented an all in one backup and recovery appliance.
- **Website Update** – The City has renewed its agreement with CivicPlus and has successfully launched the new website.
- **Printer Contract** – The City has signed a contract with Copying Concept and deployed the new printers throughout the City.
- **Computer Refresh** – Multiple Workstations have been refreshed throughout the City.
- **File Storage Server** – Upgraded to a new file storage server.



Department	Administrative Services
Program	Information Technology

Fund	General
Account Number	01-18-11

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	-	37,240	68,500	66,500	71,300	70,000	2%
5420 Workers Compensation	-	1,098	300	2,300	2,300	300	0%
5460 Medical Insurance	-	7,415	14,000	22,000	22,000	14,600	4%
5660 Social Security Contributions	-	2,145	4,300	6,500	6,500	4,500	5%
5740 Pension Contribution Nonunif.	-	11,000	5,500	5,500	5,500	7,000	27%
5900 Medicare	-	502	1,000	1,600	1,600	1,100	10%
Sub-Total Personnel Services	-	59,399	93,600	104,400	109,200	97,500	4%
Contractual Services							
6010 Professional Services	131,388	131,553	130,000	142,000	142,000	150,000	15%
6050 Maintenance Contracts	111,974	66,567	80,000	76,000	86,000	100,000	25%
6120 Professional Development	-	1,814	-	500	-	1,000	100%
6170 Insurance - Liability	2,000	3,364	4,500	4,500	4,500	-	-100%
6175 Privacy Liability & Network Security	3,058	-	3,500	3,500	3,500	4,500	29%
6270 Telephone & Pagers	52,761	34,246	50,000	40,200	40,000	40,000	-20%
6320 Internet Services	5,160	9,973	6,000	9,000	3,200	10,000	67%
6400 Office Equipment Maintenance	198	3,760	1,500	4,300	4,300	5,000	233%
6560 Technology Services	76,267	43,167	40,000	119,200	96,200	80,000	100%
6610 Staff Training	-	1,608	2,500	2,500	2,500	1,500	-40%
6650 Membership & Certification	-	-	1,000	1,000	1,000	1,000	0%
Sub-Total Contractual Services	382,805	296,052	319,000	402,700	383,200	393,000	23%
Commodities							
7001 Office Supplies	1,116	2,203	1,000	2,300	2,300	3,000	200%
7090 Office & Computer Equip.	51,493	20,607	30,000	7,700	7,700	25,000	-17%
Sub-Total Commodities	52,609	22,810	31,000	10,000	10,000	28,000	-10%
Capital Outlay							
8120 Computer Equipment	258,178	92,635	210,000	138,500	138,500	101,500	-52%
8140 Software Systems	44,023	(4,797)	20,000	20,000	20,000	40,000	100%
8180 Office Furniture & Equip.	-	-	20,000	2,000	2,000	20,000	0%
Sub-Total Capital Outlay	302,201	87,837	250,000	160,500	160,500	161,500	-35%
Total	737,615	466,099	693,600	677,600	662,900	680,000	-2%



MUNICIPAL COURT

The Municipal Court staff processes violation complaints, collect fines, prepares the dockets for the court sessions, and prepares arrest warrants. Violations of the municipal code processed by this office include traffic and parking, housing, environmental, assault, trespassing and theft cases. Members of the staff also attend court sessions to collect fines and record disposition of the cases.

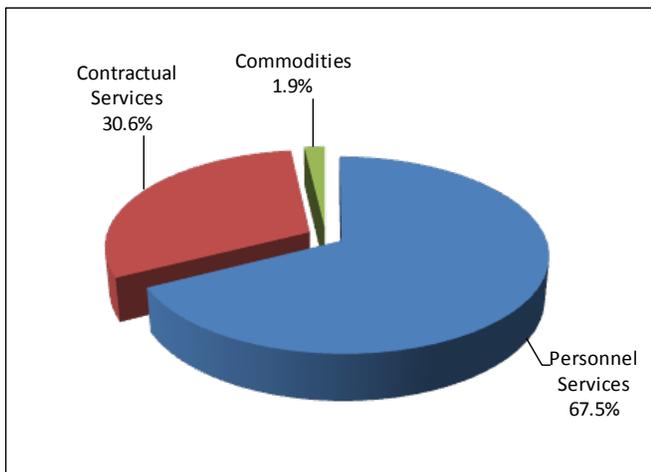
Mission Statement

University City Municipal Court implements the policies and procedures established by the Judiciary and the State Legislature in a professional and dedicated manner. The Clerks of the Court’s office accurately maintain, safeguard and store all Court documents as well as collect and disburse all monies as directed by legal mandates. This is accomplished through a knowledgeable and certified staff that strives to serve all who use this office to ensure accessibility, fairness and courtesy.

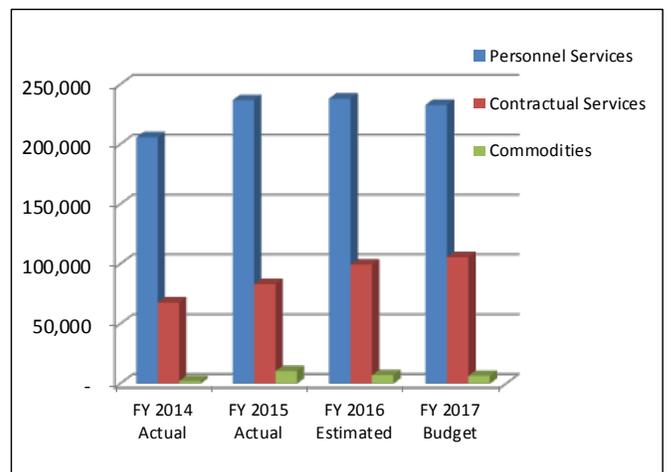
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	205,861	236,900	238,200	238,200	238,200	232,900	-2%
Contractual Services	67,679	83,212	103,000	99,400	99,400	105,600	6%
Commodities	2,202	10,469	3,500	7,100	7,100	6,500	-8%
Total	275,743	330,580	344,700	344,700	344,700	345,000	0%

FY 2017 Budget



Expenditures Comparison





ADMINISTRATIVE SERVICES

PERFORMANCE MEASUREMENTS

	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budget
Fines & Court costs	\$458,755	\$458,755	\$500,000	\$400,000
Parking Tickets issued	12,099	12,099	12,000	9,000
Moving violations (filed)	3,473	3,473	3,200	3,000
Housing & Environmental violations (filed)	1,038	1,038	1,300	1,000
Other violations (filed)	1,621	1,621	1,650	1,000
Total number of new court cases (filed)	17,582	17,582	18,150	16,000
Total number of trials set	380	380	380	300
Total number of trials heard	350	350	350	200

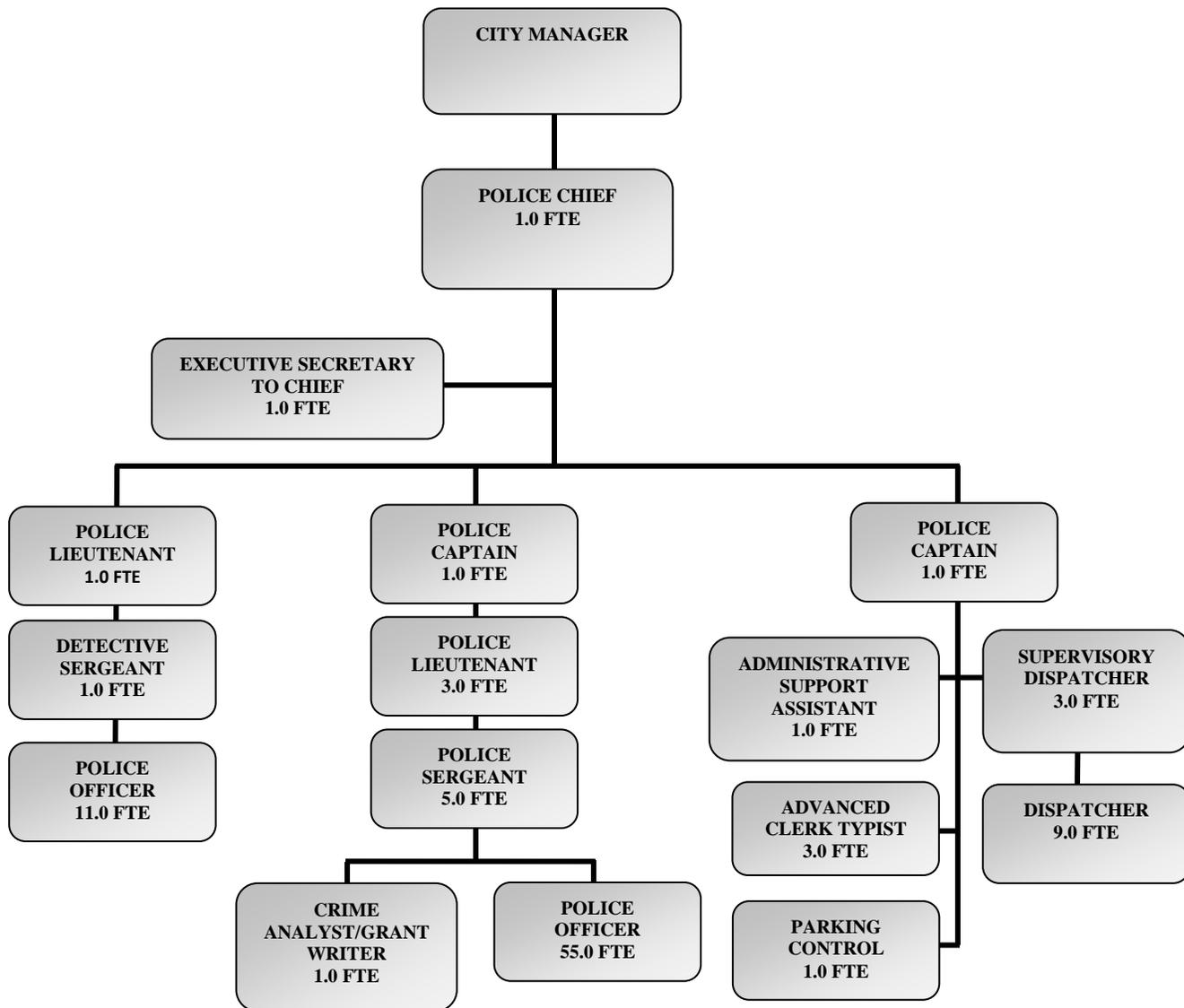


Department	Administrative Services
Program	Municipal Court

Fund	General
Account Number	01-20-14

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	130,531	131,052	160,000	160,000	160,000	150,000	-6%
5340 Salaries - Part-Time & Temp	13,536	13,753	5,000	5,000	5,000	12,000	140%
5380 Overtime	3,063	5,236	2,500	2,500	2,500	2,500	0%
5420 Workers Compensation	332	285	500	500	500	500	0%
5460 Medical Insurance	34,369	36,937	38,000	38,000	38,000	39,000	3%
5660 Social Security Contributions	8,190	8,293	12,000	12,000	12,000	8,800	-27%
5740 Pension Contribution Nonunif.	13,921	39,339	17,400	17,400	17,400	18,000	3%
5900 Medicare	1,919	2,004	2,800	2,800	2,800	2,100	-25%
Sub-Total Personnel Services	205,861	236,900	238,200	238,200	238,200	232,900	-2%
Contractual Services							
6010 Professional Services	36,621	35,300	50,000	43,400	43,400	50,000	0%
6050 Maintenance Contracts	869	17,989	15,000	15,000	15,000	18,000	20%
6120 Professional Development	40	1,568	1,500	1,500	1,500	2,000	33%
6150 Printing Services	3,553	1,604	3,600	3,600	3,600	2,500	-31%
6170 Insurance - Liability	2,000	3,400	3,700	6,700	6,700	6,000	62%
6400 Office Equipment Maintenance	1,011	2,140	2,500	2,500	2,500	2,500	0%
6560 Technology Services	14,490	12,244	17,000	17,000	17,000	15,000	-12%
6650 Membership & Certification	-	480	200	200	200	1,000	400%
6700 Misc. Operating Services	3,520	3,595	3,500	3,500	3,500	3,600	3%
6770 Bank & Credit Card Fees	5,574	4,893	6,000	6,000	6,000	5,000	-17%
Sub-Total Contractual Services	67,679	83,212	103,000	99,400	99,400	105,600	3%
Commodities							
7001 Office Supplies	2,202	1,445	2,500	2,500	2,500	1,500	-40%
7090 Office & Computer Equip.	-	9,024	1,000	4,600	4,600	5,000	400%
Sub-Total Commodities	2,202	10,469	3,500	7,100	7,100	6,500	86%
Total	275,743	330,580	344,700	344,700	344,700	345,000	0%

POLICE DEPARTMENT





The University City Police Department provides quality police services to the community 24 hours a day, seven days a week. This includes, but is not limited to, answering calls for service, community policing initiatives, crime prevention, enforcement of laws, and protecting persons and property within the City limits.

Mission

The Police Department has embraced the “community policing philosophy” in its efforts to provide the highest level of service to all its citizens and those it is sworn to serve. By reaching out to partner with the community in our everyday pursuits, this agency can move forward with a vision and purpose. Professionalism and competence are barometers in determining our success. In changing times and demands, the department must continue to be versatile and mindful of the feelings and attitudes of our citizens as we answer the calls for service. With increase training needs and demands, the department will be including the opportunities for all staff to enhance their skills.

Administration

The Chief of Police, as executive officer of the Department, is responsible for all aspects of managing the Police Department in an efficient and effective manner and shall execute the policies established by the City Manager, pursuant to their statutory duties. The Chief shall be responsible for the observance and enforcement of all laws, ordinances, and regulations the Department has authority to execute, seeing that these rules are strictly observed and enforced.

The Chief of Police has a Civilian Executive Secretary assigned to his office.

The Police Department functions through three (3) bureaus which report directly to the Chief of Police:

- (1) Bureau of Field Operations (BFO)
- (2) Bureau of Investigation (BOI)
- (3) Bureau of Services (BOS)

Which are further subdivided into areas of expertise, manned by specially trained personnel.

Bureau of Field Operations (BFO):

The Bureau of Field Operations shall provide for the routine, systematic patrol of the City under such patrol plans as may be adopted by the Chief of Police and shall:

- Provide for the booking, custody and release of prisoners
- Enforce traffic ordinances and laws
- Investigate incidents, criminal and non-criminal, and make reports where necessary
- Preserve the public peace
- Prevent crime and arrest offenders
- Assist other governmental agencies when required; and
- Enforce all laws and ordinances

The Police Department does not currently support a dedicated Traffic Enforcement Unit. Traffic enforcement and traffic crash investigation are the responsibility of the patrol units. Patrol Units may be assigned to special traffic details when needed. The BFO Commander shall:

- Conduct investigations of a confidential nature into matters involving deficiencies of, and accusations made against, commissioned or civilian Department personnel
- Initiate investigations into areas of possible internal deficiencies in order to avoid or remedy adverse situations



- Control and coordinate the Department's disciplinary procedures
- Serve as the Department Safety Officer

The BFO is commanded by a Captain, who reports directly to the Chief of Police. The Patrol Section of this Bureau is staffed by:

1. (2) Lieutenants (Platoon Commanders)
2. (6) Sergeants (Platoon Supervisors)
3. (55) Patrol Officers
4. (1) Crime Analyst/Grant Writer

The BFO is a 24-hour operation, divided into two twelve-hour shifts. Additional shifts may be created as needed to meet special demands. Personnel are divided equally among the two shifts, with one platoon working each shift. The Patrol Commander is responsible for the police work therein and shall have control over all personnel attached to his/her command.

Platoon Commanders (Lieutenants) are responsible for the operation of their platoon and the actions of their officers. They report directly to the Bureau Commander.

Patrol Supervisors (Sergeants) are responsible for the proper functioning of the patrol officers under his/her supervision. Patrol Supervisors are responsible to their Platoon Commanders.

Patrol Officers are responsible for patrolling an assigned area, and taking whatever enforcement actions necessary for the proper maintenance of order. They shall be responsible to their Patrol Supervisors/Platoon Commanders.

The crime analyst prepares weekly crime reports and alerts for patterns of crime. The Analyst also serves the department by researching and writing grants that will assist the mission of the agency.

Bureau of Investigation (BOI):

The Bureau of Investigation is responsible for the investigation of criminal activities including, but not limited to:

- Conducting such criminal investigations of offenses which require advanced skills and training
- Providing specialized, technical investigative services in specific areas of criminal activity
- Assisting with matters involving juveniles
- Identifying and investigating specific crimes, such as white collar crimes, gang crimes, narcotic crimes, organized criminal crimes, and/or related incidents

The BOI is commanded by a Lieutenant, who reports directly to the Chief of Police. The Lieutenant shall have command over:

1. (1) Sergeant
2. (8) Detectives
3. (3) Resource/D.A.R.E Police Officers

The Detective Sergeant is responsible to the Lieutenant and supervises the activities of the Detectives. The Juvenile Division is responsible for both general and juvenile investigations. D.A.R.E/Resource Officers are uniformed officers that help to provide safety and security to the school as well as teach the Drug Abuse Resistance Education programs, as well as other programs.



Bureau of Services (BOS):

The Bureau of Services is under the direct command of a Captain. The Commander of the BOS shall have the responsibility of providing support services to include:

- Maintenance and issuance of uniforms and equipment, stationery and other related items
- Emergency communications, records, facilities, supplies and materials as may be required by the various components to enable them to perform their duties
- Department vehicle maintenance, computer equipment, radio and telephone equipment and service
- Maintain an efficient record system, providing security and effortless retrieval
- Staff a communications system, which will receive information, assess it, then determine the need for police service based on that assessment and dispatch accordingly
- Maintaining a secure storage space for property and evidence, and keeps records to assure the integrity and accessibility of the property and/or evidence

The BOS Commander shall have direct control over:

1. (3) Advanced Clerk Typists
2. (12) Dispatchers
3. (1) Administrative Support Assistant
4. (1) Parking Controller

Advanced Clerk Typists are responsible for all Record Room activities. The Records Department serves as the central repository for all reports generated by other units of the Police Department and duties include, but are not limited to:

- Processing of all offense/accident/arrest reports and traffic citations
- Processing all requests for report information from other government and law enforcement agencies, insurance companies, and citizens
- Processing and forwarding state-mandated records, such as DWI and accident reports to the State's central records repository in Jefferson City, MO
- Monthly submission of the Uniform Crime Report (UCR) to the State of Missouri for contribution to Federal Bureau of Investigation (FBI) crime statistics
- Providing professional and courteous service to all customers at the department information window

Dispatchers will be under the command Supervisory Dispatchers, who shall be responsible for the proper operation of the Communications Section, and report to the Commander of the BOS. The Administrative Support assistant serves as the IT coordinator, evidence custodian and school crossing Traffic Escort coordinator. The Parking Controller provided parking enforcements in designated areas of the City and assist with school crossings.

The BOS Commander is also the City's Neighborhood Watch and Community Safety Awareness Coordinator. This position includes:

- Training of Neighborhood Watch Units and attendance at established Neighborhood Watch Meetings
- Assistance with safety concerns and crime statistics for neighborhoods and businesses
- Providing home and business security audits
- Attendance of monthly meetings of the City Neighborhood Watch Focus Group
- National Night Out Against Crime Coordination
- Citizen's Police Academy Coordination
- Providing crime statistics to Neighborhood Watch Units



PERSONNEL SUMMARY

Full-Time

	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
Police			
<i>Police Operations</i>			
Police Chief	1.0	1.0	1.0
Police Captain	2.0	2.0	2.0
Police Lieutenant	4.0	4.0	3.0
Police Sergeant	6.0	6.0	7.0
Police Officer	66.0	66.0	66.0
Supervisory Dispatcher	3.0	3.0	3.0
Administrative Support Assistant	1.0	1.0	1.0
Executive Secretary to Chief	1.0	1.0	1.0
Dispatcher	9.0	9.0	9.0
Crime Analyst/Grant Writer	1.0	1.0	1.0
Advanced Clerk Typist	3.0	3.0	3.0
Parking Controller	1.0	1.0	1.0
<i>Police Operations Personnel Total</i>	<u>98.0</u>	<u>98.0</u>	<u>98.0</u>
Police Personnel Total	<u>98.0</u>	<u>98.0</u>	<u>98.0</u>

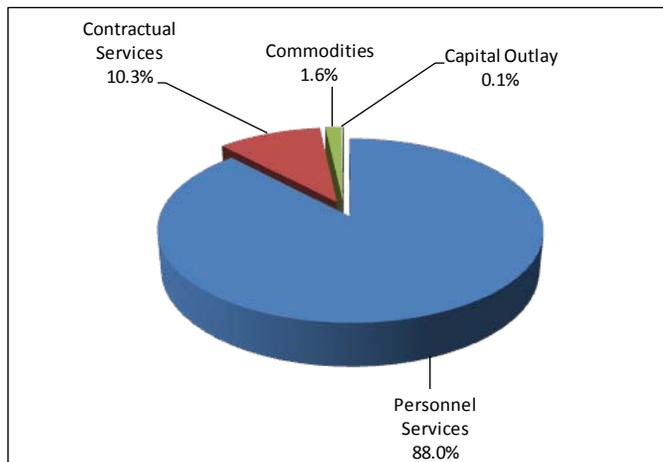
Part-Time

	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
Police			
<i>Police Operations</i>			
Dispatcher	0.8	0.8	0.8
Parking Controller	1.6	1.6	1.6
Traffic Escort	1.6	1.6	1.6
<i>Police Operations Personnel Total</i>	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>
Police Personnel Total	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>

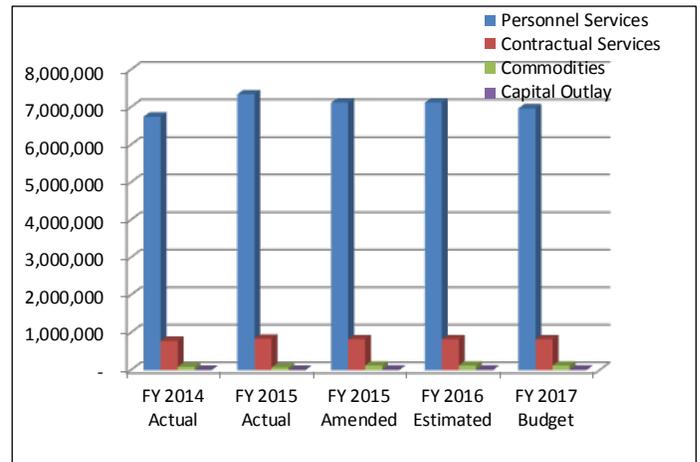
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	6,745,513	7,339,129	7,119,500	7,119,500	7,119,500	6,965,700	-2%
Contractual Services	775,664	834,816	816,300	816,300	816,300	818,200	0%
Commodities	85,097	65,923	122,200	122,200	122,200	121,200	-1%
Capital Outlay	-	-	10,000	10,000	10,000	10,000	0%
Total	7,606,275	8,239,868	8,068,000	8,068,000	8,068,000	7,915,100	-2%

FY 2017 Budget



Expenditures Comparison



GOALS

1. Continue to develop the knowledge, skills, and abilities of our police department by hiring quality applicants and continued training of current members. Accomplish this goal through the following strategy:
 - a. Supervisory training and continued staff performance evaluation.
 - b. External training opportunities for police staff, both sworn and civilian, such as academy sponsored and training opportunities dedicated to management/supervisory training.
 - c. Promote employee career development and succession training.
 - d. Review and enhance new employee and new supervisory training programs.

2. The Police Department has enrolled in the Missouri Chiefs of Police Certification program for Police Departments. This is a three –year process beginning in 2016-2018, with anticipated completion and acquisition of Departmental Certification in adherence to Missouri State Senate/House Bill Five.
3. Staff review and ensure proper allocation of resources for public safety and police services are used in an effective and efficient manner to promote reduced criminal activity, safe streets and neighborhoods, and the fear of crime. Accomplish this goal through the following strategy:
 - a. Research and identify emerging crime trends with directed and quick response.
 - b. Identify where high numbers of traffic crashes occur and deploy resources to promote traffic safety.
 - c. Institute enforcement initiatives that target career criminals and habitual traffic offenders.
 - d. Continuous monitoring and evaluating department’s programs for fiscal effectiveness.
 - e. Active analysis of personnel staffing levels, deployment, and resource allocation to ensure effectiveness.
4. Encourage collaboration and partnerships with citizens and neighborhoods fostering problem solving and crime mitigation. Accomplish this goal through the following strategy:
 - a. Promote engagement and participations of citizens in active crime prevention and conflict resolution through neighborhood meetings and monthly exchanges.
 - b. Expand and enhance outreach programs which will strengthen partnerships with the community through neighborhood watch program and focus groups.
5. Expect and promote compliance with the department’s values, especially personal integrity and ethical behavior by our members and the organization. Accomplish this goal through the following strategy:
 - a. Investigate, review, and finalize all complaints alleging unacceptable or unethical behavior in a timely manner.
 - b. Bi-annually evaluate all personnel for performance.
 - c. Ensure values-based behavior by regular review of department processes and effectiveness.
 - d. Promote teamwork and address conflicts that negatively affect cooperation.
 - e. Constantly reinforce vision, values, and mission of the department.

FISCAL YEAR 2016 PERFORMANCE SUMMARY

- Added three (3) new Neighborhood Watch Units to the existing thirty-five (38).
- Conducted active shooter training with University City Schools and staff.
- Added eleven (11) new members to the University City Police Community Focus Group.
- Conducted fifteen (15) security audits of residences and businesses.
- Conducted five (5) neighborhood forums on safety awareness and crime prevention.
- Implemented “hot spot” policing strategies in neighborhoods experiencing pattern crimes to reduce occurrences and apprehend offenders.
- Worked with the University City School District on security program and training.
- Had the second successful City-Wide Joint School District Back to School Rally and National Night-Out Celebration. Provided uniform police security for numerous special events to include: bike races, running races, and Loop Festivals.
- Provided police security for the multi-day Fair U-City and maintained safe secure fairgrounds for citizens who attended.
- Conducted a hiring event that culminated in five hires. Continued the hiring effort to bring in qualified individuals as police officers and emergency dispatch operators. Hired nine (9) new Probationary Police Officers, three (3) Police Dispatchers.
- Conducted three (3) Workplace Violence and five (5) training sessions to city businesses/Library employees. Two (2) Identity Theft/Fraud/Safety training sessions to senior citizen establishments.
- Crime Prevention material is/was provided to the following:
 1. All safety meetings, training sessions, and security audits.
 2. Attendees of the annual National Crime Night Out Against Crime/Back to School Rally Event, Fair U. City, and Washington University in St. Louis Student Information packets.
 3. Focus Group Meetings.
 4. Residents of University City.
- Completing transition of dispatch services to county-wide interoperability radio plan.
- Continuing implementation of security camera project.
- Continuing training of departmental personnel:
 1. Computer aided automated records and report writing system.
 2. Crisis Intervention Training (CIT), which equips them to provide better service to people who are in emotional and mental crisis.
 3. Prioritization of investigative cases to ensure thorough address as well as maintaining case management to ensure efficiency.
 4. Individual staff member training in conformance with state mandated continual training requirements.
 5. Update and maintain security requirements of staff mandated by state and federal authorizing agencies.
 6. Obtained Evidence and Property Room Certification for the Department Evidence Custodian.
 7. All Department employees completed the new Missouri Uniform Law Enforcement Certification required by the Missouri State Highway Patrol.



Department	Police
Program	Police Operations

Fund	General
Account Number	01-30-20

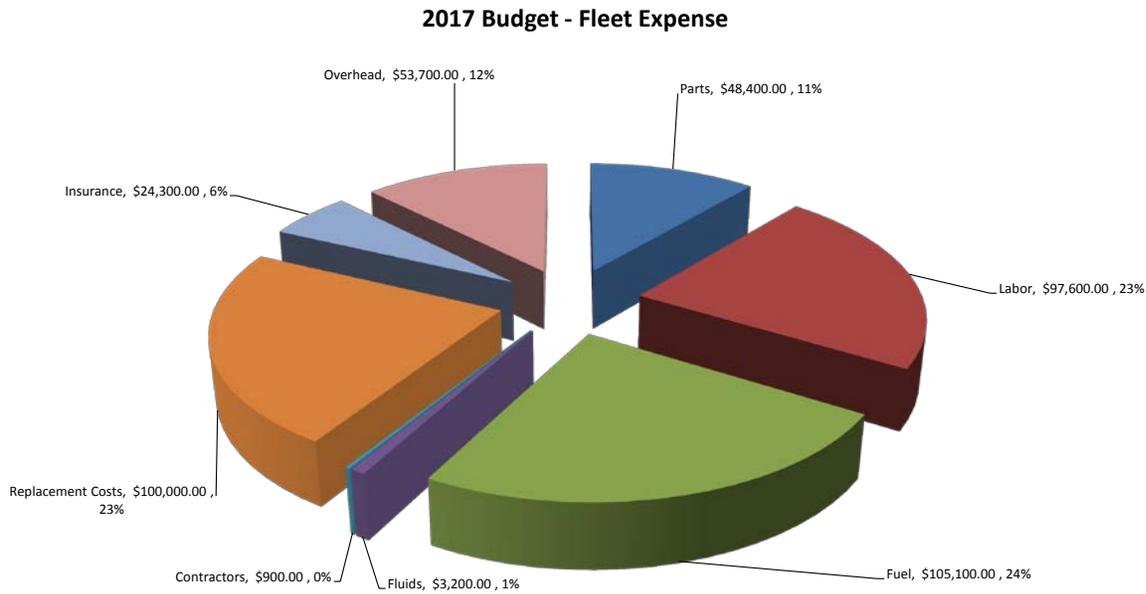
	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	5,233,285	5,099,991	5,645,000	5,645,000	5,645,000	5,256,000	-7%
5340 Salaries - Part-Time & Temp	62,888	51,293	60,000	60,000	60,000	60,000	0%
5380 Overtime	296,694	534,366	200,000	200,000	200,000	500,000	150%
5420 Workers Compensation	152,451	127,208	165,000	165,000	165,000	160,000	-3%
5460 Medical Insurance	761,711	753,302	780,000	780,000	780,000	710,600	-9%
5660 Social Security Contributions	53,585	52,392	55,000	55,000	55,000	56,100	2%
5700 Clothing Allowance	6,008	6,209	7,500	7,500	7,500	7,500	0%
5740 Pension Contribution Nonunif.	86,366	228,297	105,000	105,000	105,000	110,000	5%
5745 Pension Contribution P&F	-	393,257	-	-	-	-	0%
5780 Residency Allowance	20,878	17,223	22,000	22,000	22,000	22,000	0%
5900 Medicare	71,644	75,495	80,000	80,000	80,000	83,500	4%
Sub-Total Personnel Services	6,745,513	7,339,129	7,119,500	7,119,500	7,119,500	6,965,700	-2%
Contractual Services							
6010 Professional Services	7,612	9,909	8,000	10,800	10,800	8,000	0%
6030 Medical Service	2,725	348	4,000	4,000	4,000	4,000	0%
6050 Maintenance Contracts	6,360	30,253	52,000	44,300	44,300	52,000	0%
6120 Professional Development	-	267	3,500	3,500	3,500	3,500	0%
6130 Advertising & Public Notices	-	-	500	500	500	500	0%
6150 Printing Services	4,982	6,273	8,600	8,600	8,600	8,600	0%
6170 Insurance - Liability	10,710	(18,517)	11,000	13,000	13,000	11,000	0%
6230 Insurance - Police Liability	20,022	19,366	20,000	22,900	22,900	20,000	0%
6270 Telephone & Pagers	17,014	20,775	20,800	20,800	20,800	20,800	0%
6380 Equipment Maintenance	26,930	15,629	25,000	25,000	25,000	25,000	0%
6400 Office Equipment Maintenance	44,294	50,253	52,700	52,700	52,700	52,700	0%
6530 Fleet Service & Replacement ¹	467,201	539,962	429,000	429,000	429,000	433,200	1%
6560 Technology Services	151,766	140,667	152,500	152,500	152,500	152,500	0%
6570 Miscellaneous Rentals	1,156	1,203	2,000	2,000	2,000	2,000	0%
6600 Tuition Reimbursement	1,500	1,970	2,300	2,300	2,300	-	-100%
6610 Staff Training	9,188	11,495	17,600	17,600	17,600	17,600	0%
6650 Membership & Certification	1,705	1,914	2,500	2,500	2,500	2,500	0%
6700 Misc. Operating Services	999	482	1,300	1,300	1,300	1,300	0%
6780 Investigation Expenses	1,500	2,287	3,000	3,000	3,000	3,000	0%
Sub-Total Contractual Services	775,664	834,816	816,300	816,300	816,300	818,200	0%
Commodities							
7001 Office Supplies	14,392	8,380	19,300	19,300	19,300	19,300	0%
7050 Publications	443	321	1,500	1,500	1,500	1,500	0%
7090 Office & Computer Equip.	3,887	1,740	10,500	10,500	10,500	10,500	0%
7210 Chemicals	187	-	600	600	600	600	0%
7330 Food	13,247	10,445	12,900	12,900	12,900	12,900	0%
7370 Institutional Supplies	263	288	2,500	2,500	2,500	2,500	0%
7410 License Plates & Badges	676	1,152	2,000	2,000	2,000	2,000	0%
7450 Photographic Supplies	2,167	500	3,500	3,500	3,500	3,500	0%
7490 Building Materials	-	-	1,000	1,000	1,000	1,000	0%
7530 Medical Supplies	657	1,027	2,500	2,500	2,500	2,500	0%
7570 Hardware & Hand Tools	25,635	15,208	30,500	30,500	30,500	30,500	0%
7770 Wearing Apparel	23,148	26,564	34,000	34,000	34,000	34,000	0%
7810 Sign Supplies	50	-	400	400	400	400	0%
7850 Awards & Gifts	346	298	1,000	1,000	1,000	-	-100%
Sub-Total Commodities	85,097	65,923	122,200	122,200	122,200	121,200	-1%
Capital Outlay							
8120 Computer Equipment	-	-	10,000	10,000	10,000	10,000	0%
Sub-Total Capital Outlay	-	-	10,000	10,000	10,000	10,000	0%
Total	7,606,275	8,239,868	8,068,000	8,068,000	8,068,000	7,915,100	-2%



Department	Police
Program	Police Operations

Fund	General
Account Number	01-30-20

¹Fleet Maintenance provides City departments with vehicles, equipment, fuel, and maintenance services. The costs for these services are allocated to the departments based on their actual usage of services such as vehicle repair parts, labor for repairs, fuel, contractor expense (if a vehicle must be sent to an outside repair shop), and vehicle replacement costs. Other expenses, such as insurance and overhead, are allocated to the departments based on the % of the department's actual expense compared to all other departments' actual expense. The Police Department's allocation for these services for the 2017 budget is \$433,200. The budget allocation by expense type is shown on the pie chart below and includes the dollar amount of that type.



The Police Department currently has 31 vehicles in service. The table shown below lists the category of the vehicle, the year of the vehicle, and the number of vehicles currently in service for that year:

Category	Replacement Cycle in Years
Marked Parking Enforcement Vehicles: 2010 (1)	6
Marked Canine Vehicles: 2006 (1); 2011 (1)	5
Marked Traffic Vehicles: 2012 (1)	5
Patrol Vehicles: 2013 (5); 2015 (10)	3
Unmarked Supervisor: 2013 (1)	6
Police Chief's Vehicle: 2011 (1)	6
Prisoner Wagon: 2006 (1)	10
Unmarked Investigation Vehicles: 2006 (8)	6
People Mover for Police: 2001 (1)	5

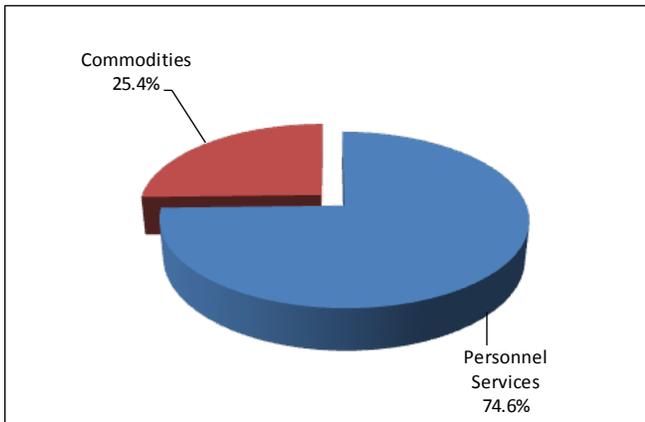
POLICE GRANTS

This program provides for various Police grants. The number and amount of grants will fluctuate from year to year.

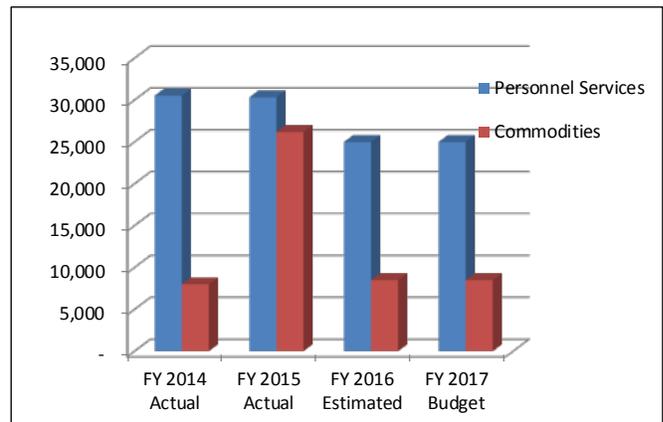
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	30,536	30,339	25,000	25,000	25,000	25,000	0%
Commodities	8,002	26,197	8,500	8,500	8,500	8,500	0%
Total	38,538	56,536	33,500	33,500	33,500	33,500	0%

FY 2017 Budget



Expenditures Comparison



Use of Funds

Community Development Block Grant (CDBG)* 25,000
 Various Grants for Hardware and Hand Tools 8,500

**CDBG funds are used to compensate officers for providing additional patrol in CDBG qualified areas beyond what is funded city-wide.*

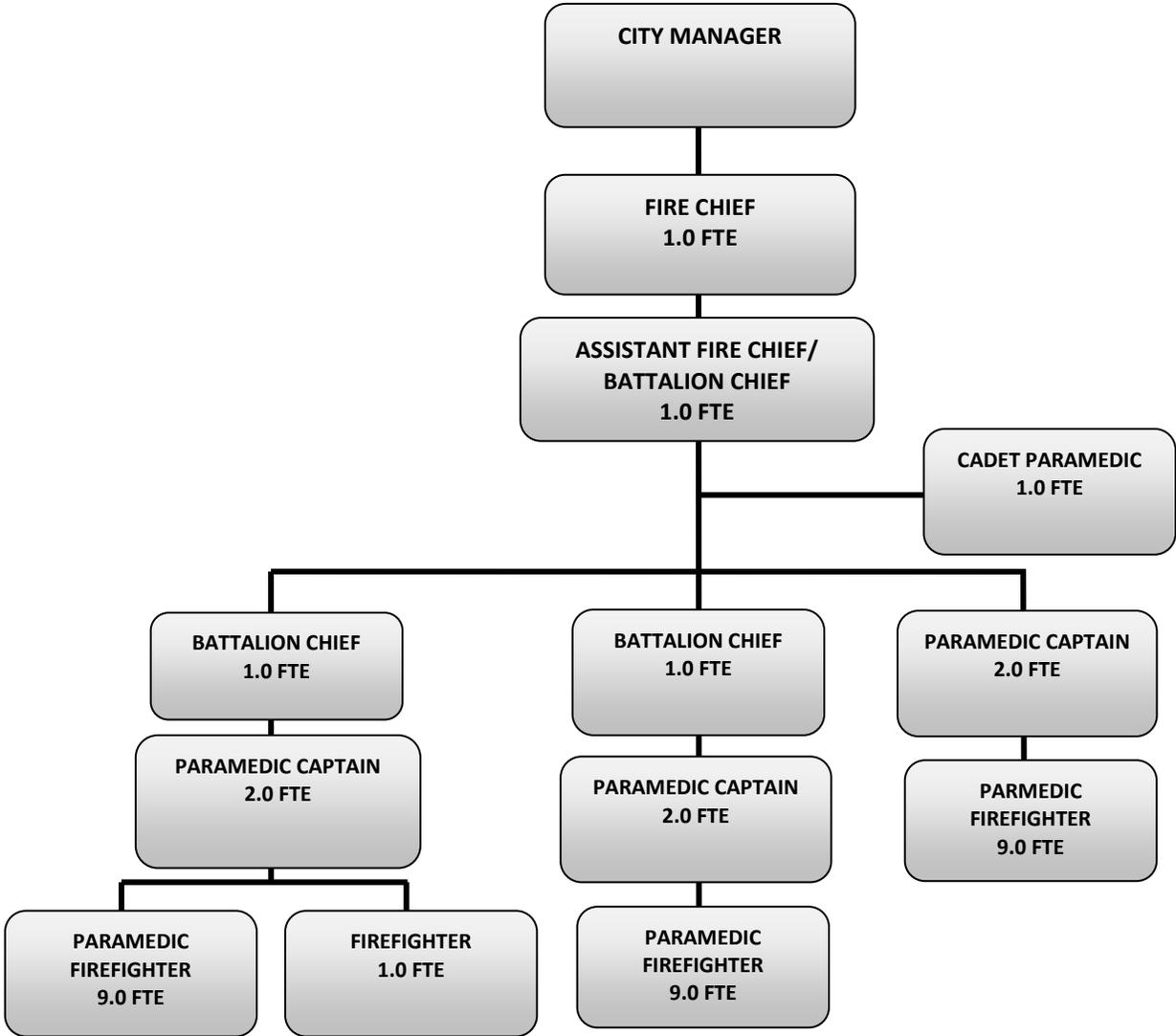


Department	Grants
Program	Police Grants

Fund	Grants
Account Number	22-30-95

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5380 Overtime	30,536	30,339	25,000	25,000	25,000	25,000	0%
Sub-Total Personnel Services	30,536	30,339	25,000	25,000	25,000	25,000	0%
Commodities							
7570 Hardware & Hand Tools	8,002	26,197	8,500	8,500	8,500	8,500	0%
Sub-Total Commodities	8,002	26,197	8,500	8,500	8,500	8,500	0%
Total	38,538	56,536	33,500	33,500	33,500	33,500	0%

FIRE DEPARTMENT





The University City Fire Department provides emergency services, emergency medical care, fire prevention guidance, and safety education in a professional, progressive, and economical manner to the citizens we serve.

The Fire Department protects the citizens and property of University City against the hazards of fire; and natural or man-made disasters. The Fire Department also plans, develops, and implements procedures, practices, and guidelines for the safety and welfare of the citizens.

Mission Statement

The University City Fire Department is a team of dedicated professionals who strive to provide quality emergency services, emergency medical care, fire prevention, and safety education in a professional and economical manner to the citizens and visitors we serve.

The City of University City, under the statewide mutual aid agreement, operates as a mutual aid partner with all municipalities and/or fire districts in St. Louis County, St. Louis City, Franklin, and St. Charles County areas, as well as statewide if requested.

- The Fire Department has the control of all motorized fire apparatus, life-saving vehicles and firefighting equipment of every kind belonging to the City.
- The Fire Department participates in numerous public relations events during the year including block parties, neighborhood watch programs, children’s birthday parties and numerous other events in which the public meets the firefighters and views the tools and equipment used daily. In addition, the Fire Department has taught hundreds of school age children fire safety lessons.

Fire Prevention

The Fire Department conducts fire prevention activities throughout the year, in addition to the safety and fire prevention talks at each school during *Fire Prevention Week*. The Department has held fire safety and fire extinguisher classes for several businesses and multi-resident buildings in the City. The Fire Department also provides and installs smoke detectors and replacement batteries at no charge to any City resident in need.

Pre-Plan Summary

The Fire Department is in the third year of a three (3) year project to pre-plan all commercial, educational, and places of assembly for improving our firehouse database and to meet Insurance Services Office (ISO) criteria. These pre-plans will also improve efficiency of future commercial inspections and provide building and occupancy information in times of emergency operation.

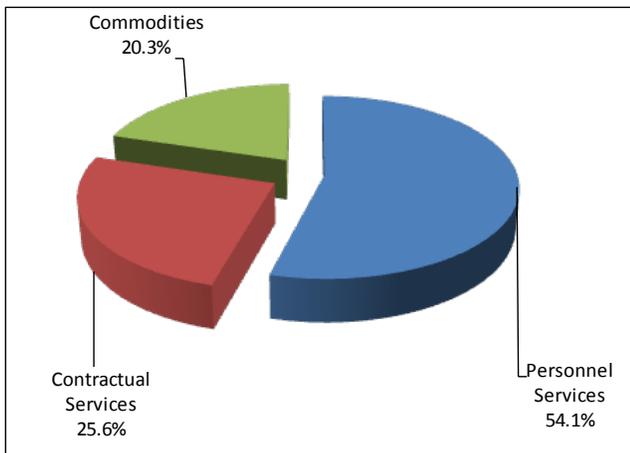
PERSONNEL SUMMARY

	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
Fire			
<i>Fire Operations</i>			
Fire Chief	1.0	1.0	1.0
Assistant Fire Chief	1.0	1.0	1.0
Battalion Chief	3.0	3.0	2.0
Paramedic Fire Captain	9.0	6.0	6.0
Paramedic Firefighter	30.0	27.0	27.0
Firefighter	1.0	1.0	1.0
Cadet	1.0	1.0	1.0
Fire Personnel Total	46.0	40.0	39.0

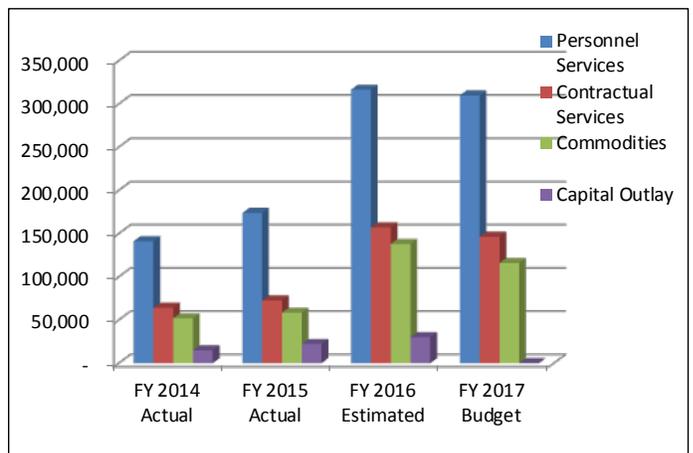
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	3,688,993	3,941,131	3,391,100	3,391,100	3,391,100	3,631,500	7%
Contractual Services	360,578	402,443	505,600	515,800	515,800	443,300	-14%
Commodities	167,031	170,579	216,800	206,600	206,600	141,000	-32%
Capital Outlay	238,044	-	33,000	33,000	33,000	-	-100%
Total	4,454,646	4,514,153	4,146,500	4,146,500	4,146,500	4,215,800	2%

FY 2017 Budget



Expenditures Comparison



MOBILE EQUIPMENT

Quantity	Year	Make	Model	Description
1	2007	Chevrolet	Tahoe	Command Car
1	2012	Pierce	1500 GPM Pumper	Diesel Powered
1	1999	Saulsbury	1500 GPM Pumper	Diesel Powered
1	2003	E-One	Bronto 100' Aerial	Sky Lift Ladder Truck
1	2012	International	Med Tech	Ambulance
1	2001	Freightliner	Med Tech	Ambulance
1	2009	Chevrolet	Med Tech	Ambulance
1	2004	Chevrolet	Pickup Truck	Reserve Command Car
1	2014	Chevrolet	Tahoe	Fire Chief Command Car
1	2015	Chevrolet	Trailblazer	Assistant Fire Chief Command Car

* All vehicles (except reserves) are equipped with two-way radios, cell phone and laptops.



PERFORMANCE MEASUREMENTS

	FY2014 Actual	FY2015 Actual	FY2016 Estimated	FY2017 Budget
Fires:				
Fire/Explosion	10	25	18	18
Structure fire	46	52	52	52
Outside of structure fire	4	5	3	3
Vehicle fire	18	12	16	16
Trees, brush, and grass fire	8	6	12	12
Refuse fire	22	17	20	20
Outside spill	-	-	-	-
Fire/Explosion (not classified)	-	61	20	20
Chimney fire	-	2	2	2
Cooking fire	80	38	56	56
Confined to container	-	-	2	2
Total Fires	188	218	201	201
Classification of All Fire Calls:				
Fire/Explosion	188	218	201	201
Over-pressure rupture	5	30	20	20
Rescue call and EMS	263	541	200	-
Hazardous Condition	69	129	121	121
False call	110	359	246	246
Service call	52	170	119	119
Good intent	142	328	260	260
Other situations	2	6	5	5
Total Classification of All Fire Calls	831	1,781	1,172	972
Fire and Ambulance Calls:				
Fire call each year	831	1,781	1,425	1,425
Assist to other Fire Departments	108	83	104	104
Assist from other Fire Departments	114	115	104	104
Ambulance call each year	3,318	2,498	-	-
Assist to other Departments (ambulance service)	16	1	-	-
Assist from other Departments (ambulance service)	98	20	-	-
Total Fire and Ambulance Calls	4,485	4,498	1,633	1,633



Department	Fire
Program	Fire Operations

Fund	General
Account Number	01-35-25

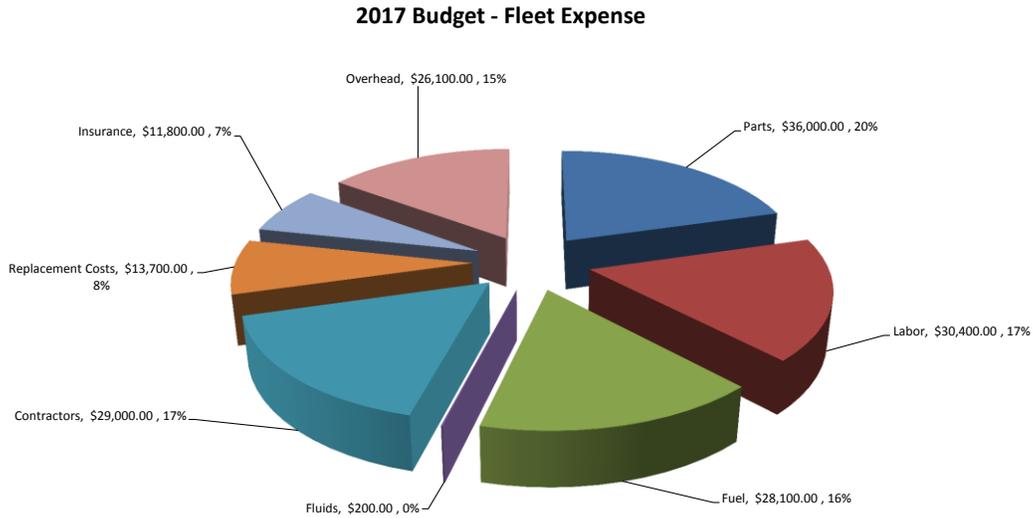
	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	2,847,175	2,838,298	2,595,000	2,595,000	2,595,000	2,830,000	9%
5340 Salaries - Part-Time & Temp	179	16,510	25,000	25,000	25,000	25,000	0%
5380 Overtime	225,165	272,766	137,300	137,300	137,300	170,000	24%
5420 Workers Compensation	175,163	115,763	182,000	182,000	182,000	184,000	1%
5460 Medical Insurance	368,297	353,121	375,000	375,000	375,000	350,000	-7%
5660 Social Security Contributions	3,078	3,284	4,000	4,000	4,000	3,500	-13%
5700 Clothing Allowance	24,650	19,918	26,000	26,000	26,000	25,000	-4%
5740 Pension Contribution Nonunif.	4,885	12,726	6,100	6,100	6,100	-	-100%
5745 Pension Contribution P&F	-	266,180	-	-	-	-	0%
5900 Medicare	39,166	42,566	40,700	40,700	40,700	44,000	8%
Sub-Total Personnel Services	3,688,993	3,941,131	3,391,100	3,391,100	3,391,100	3,631,500	7%
Contractual Services							
6010 Professional Services	19,915	12,465	6,500	6,500	6,500	12,000	85%
6030 Medical Service	8,328	9,382	18,000	18,000	18,000	10,000	-44%
6040 Events & Receptions	481	277	1,000	1,000	1,000	1,000	0%
6050 Maintenance Contract	96	168	400	400	400	500	25%
6070 Temporary Labor	-	-	25,000	25,000	25,000	-	-100%
6110 Mileage Reimbursement	-	-	500	500	500	-	-100%
6120 Professional Development	2,947	-	3,600	3,600	3,600	3,000	-17%
6150 Printing Services	762	646	1,000	1,000	1,000	1,000	0%
6160 Insurance - Property & Auto	9,000	46,472	39,500	39,500	39,500	40,000	1%
6170 Insurance - Liability	8,170	4,587	5,500	5,500	5,500	4,000	-27%
6210 Insurance - Flood	823	823	1,000	1,000	1,000	1,000	0%
6250 Natural Gas	4,168	5,270	10,000	10,000	10,000	6,000	-40%
6260 Electricity	52,025	60,186	75,000	75,000	75,000	60,000	-20%
6270 Telephone & Pagers	12,646	12,841	14,200	14,200	14,200	14,000	-1%
6280 Water	2,853	2,424	2,500	2,500	2,500	2,500	0%
6290 Sewer	1,481	1,588	2,400	2,400	2,400	2,000	-17%
6360 Building Maintenance	9,775	12,722	13,000	13,000	13,000	13,000	0%
6380 Equipment Maintenance	27,756	26,738	33,700	33,700	33,700	30,000	-11%
6400 Office Equipment Maintenance	8,787	12,317	13,000	17,200	17,200	12,000	-8%
6530 Fleet Service & Replacement ¹	156,668	152,230	158,500	158,500	158,500	175,300	11%
6560 Technology Services	-	5,942	26,500	32,500	32,500	20,000	-25%
6600 Tuition Reimbursement	1,966	4,039	1,900	1,900	1,900	4,000	111%
6610 Staff Training	27,929	25,390	45,500	45,500	45,500	25,000	-45%
6640 Exterminations	399	578	700	700	700	1,000	43%
6650 Membership & Certification	2,415	4,906	5,200	5,200	5,200	5,000	-4%
6700 Misc. Operating Services	1,187	451	1,500	1,500	1,500	1,000	-33%
Sub-Total Contractual Services	360,578	402,443	505,600	515,800	515,800	443,300	-12%
Commodities							
7001 Office Supplies	4,272	859	4,500	4,500	4,500	1,000	-78%
7050 Publications	3,456	6,879	8,500	8,500	8,500	5,000	-41%
7090 Office & Computer Equip.	1,098	-	2,200	-	-	5,000	127%
7210 Chemicals	9,588	9,352	11,000	5,000	5,000	5,000	-55%
7330 Food	448	542	1,000	1,000	1,000	1,000	0%
7370 Institutional Supplies	7,596	6,181	8,400	6,400	6,400	5,000	-40%
7410 License Plates & Badges	711	230	2,000	2,000	2,000	2,000	0%
7450 Photographic Supplies	780	-	1,000	1,000	1,000	1,000	0%
7530 Medical Supplies	54,318	59,426	60,000	64,500	64,500	50,000	-17%
7570 Hardware & Hand Tools	47,547	56,981	43,000	38,500	38,500	40,000	-7%
7770 Wearing Apparel	36,435	29,526	73,200	73,200	73,200	25,000	-66%
7850 Awards & Gifts	782	602	2,000	2,000	2,000	1,000	-50%
Sub-Total Commodities	167,031	170,579	216,800	206,600	206,600	141,000	-35%
Capital Outlay							
8120 Computer Equipment	-	-	5,000	5,000	5,000	-	-100%
8200 Vehicles & Equipment	237,955	-	28,000	28,000	28,000	-	-100%
Sub-Total Capital Outlay	238,044	-	33,000	33,000	33,000	-	-100%
Total	4,454,646	4,514,153	4,146,500	4,146,500	4,146,500	4,215,800	2%



Department	Fire
Program	Fire Operations

Fund	General
Account Number	01-35-25

¹Fleet Maintenance provides City departments with vehicles, equipment, fuel, and maintenance services. The costs for these services are allocated to the departments based on their actual usage of services such as vehicle repair parts, labor for repairs, fuel, contractor expense (if a vehicle must be sent to an outside repair shop), and vehicle replacement costs. Other expenses, such as insurance and overhead, are allocated to the departments based on the % of the department's actual expense compared to all other departments' actual expense. The Fire Department's allocation for these services for the 2017 budget is \$175,300. The budget allocation by expense type is shown on the pie chart below and includes the dollar amount of that type.



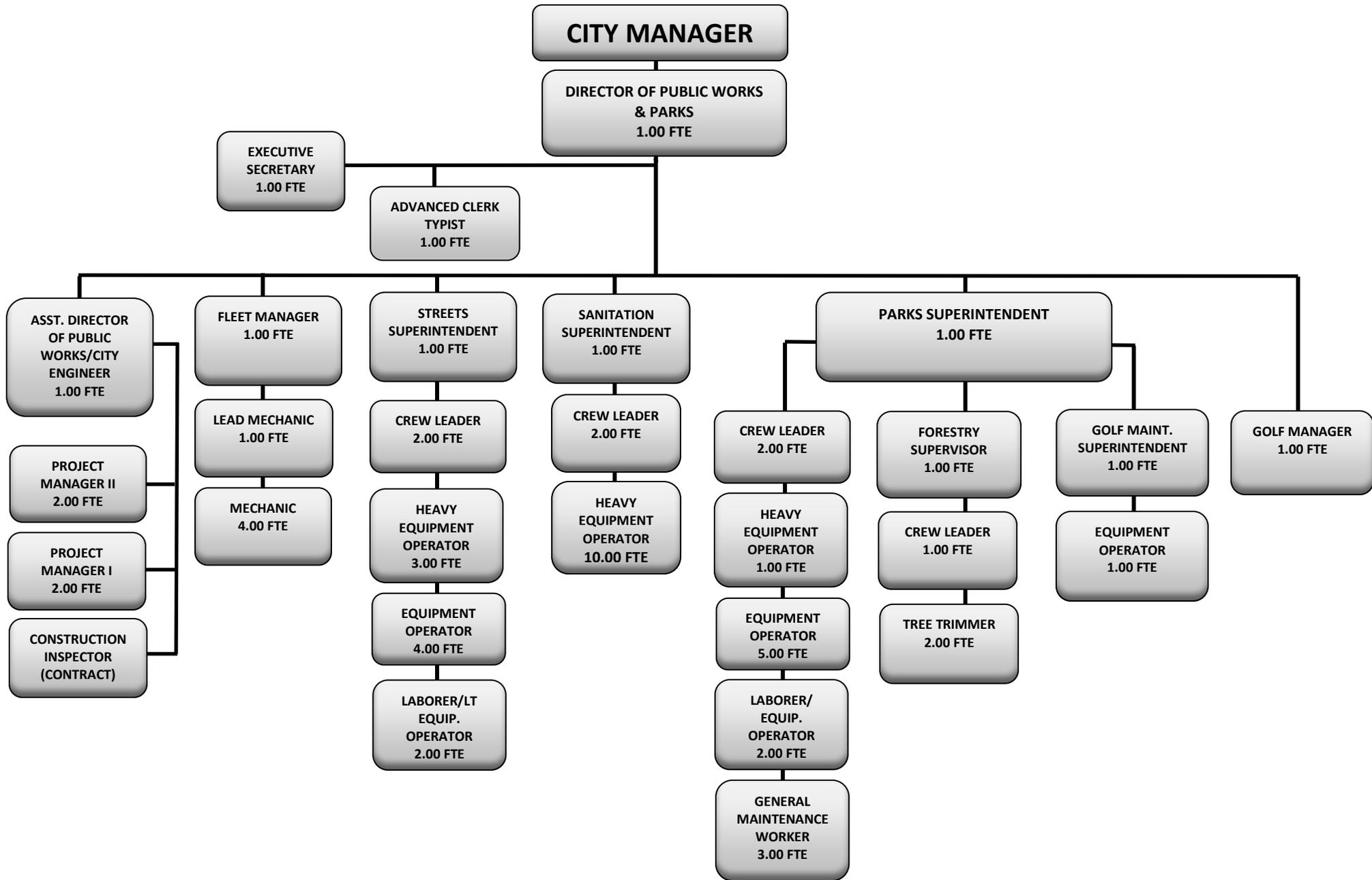
The Fire Department currently has 12 vehicles in service. The table shown below lists the category of the vehicle, the year of the vehicle, and the number of vehicles currently in service for that year:

Category	Replacement Cycle in Years
Chevy Crew Cab: 2004 (1)	8
Chevy Medtec Ambulance: 2009 (1)	8
Chevy Trailblazer/Tahoe: 2007 (1)	8
E-One Rescue/Bronto Ladder: 2004 (1)	15
International/Osage Ambulance: 2012 (1)	5
Medtec Ambulance: 2001 (1)	5
Saulsbury Rescue Pumper: 1999 (1)	10
Pierce Rescue Pumper: 2012 (1)	10
Chevrolet Tahoe: 2014 (1)	5
Chevrolet Tahoe: 2015 (1)	5



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PUBLIC WORKS AND PARKS





The Public Works and Parks Department provides the physical facilities (infrastructure) and services that serve public needs.

Mission Statement

The Public Works mission is to maintain integrity of all public systems and services vital to the health, safety, and quality of life of our community.

The Department is organized into five divisions:

1. Administration & Engineering
2. Streets, Parks and Forestry Maintenance
3. Golf Course Maintenance and Recreation
4. Solid Waste Management
5. Fleet Maintenance

Many traditional city services are provided by the Public Works and Parks Department. These services include: administration & engineering design, construction management, snow and ice control, leaf collection, street and bike trail maintenance, street lighting and traffic control, fleet service and maintenance, solid waste and recycling services, administration, and maintenance of City parks, including forestry services. This year Golf Course Recreation was added to Public Works and Parks responsibilities. The Department also represents the City on projects and issues with federal, state, local and community organizations.

The major infrastructure facilities and properties include:

- 81 centerline miles of street
- 7 miles of alley
- 24 bridges
- 4 parking lots
- 5 miles of bike trails
- 115 miles of sidewalk
- 160 vehicles
- 513 city-owned street lights
- 5,400 regulatory/street name signs
- 8 traffic signals
- 18 parks
- 129 boulevard strips
- 16 play equipment areas
- 14 ball diamonds
- 12 soccer and football fields
- 1 outdoor swimming pool
- 2 ponds
- 1 nine-hole golf course
- 1 community center
- 1 recreation facility
- 1 indoor soccer field
- Approximately 35,000 City-owned trees



PUBLIC WORKS AND PARKS

PERSONNEL SUMMARY

Full-Time Personnel Summary by Department/Program	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
Public Works and Parks			
<i>Administration & Engineering</i>			
Director of Public Works and Parks	1.0	1.0	1.0
Assistant Director of Public Works and Parks/City Engineer	1.0	1.0	-
Senior Public Works Manager	1.0	1.0	1.0
Project Manager II	1.0	2.0	2.0
Project Manager I	2.0	2.0	2.0
Executive Secretary to Department Director	1.0	1.0	1.0
Advanced Clerk Typist	1.0	1.0	1.0
<i>Administration & Engineering Personnel Total</i>	8.0	8.0	8.0
<i>Streets Maintenance</i>			
Streets Superintendent	0.5	1.0	1.0
Crew Leader	2.0	2.0	2.0
Heavy Equipment Operator	3.0	3.0	3.0
Equipment Operator	4.0	4.0	4.0
Advanced Clerk Typist	1.0	-	-
Laborer/Light Equipment Operator	1.0	2.0	2.0
<i>Streets Maintenance Personnel Total</i>	11.5	12.0	12.0
<i>Park and Forestry Maintenance</i>			
Park Superintendent	0.5	1.0	1.0
Forestry Supervisor	1.0	1.0	1.0
Crew Leader	3.0	3.0	3.0
General Maintenance Worker	3.0	3.0	3.0
Heavy Equipment Operator	1.0	1.0	1.0
Tree Trimmer	2.0	2.0	2.0
Equipment Operator	5.0	5.0	5.0
Laborer/Light Equipment Operator	2.0	2.0	2.0
<i>Park and Forestry Maintenance Personnel Total</i>	17.5	18.0	18.0
<i>Golf Course Maintenance and Recreation</i>			
Golf Maintenance Superintendent	1.0	1.0	1.0
Golf Manager	-	1.0	1.0
Equipment Operator	1.0	1.0	1.0
<i>Golf Course Maintenance and Recreation Personnel Total</i>	2.0	3.0	3.0
<i>Fleet Maintenance</i>			
Fleet Manager	1.0	1.0	1.0
Lead Mechanic	1.0	1.0	1.0
Mechanic	4.0	4.0	4.0
<i>Fleet Maintenance Personnel Total</i>	6.0	6.0	6.0



PUBLIC WORKS AND PARKS

Full-Time Personnel Summary by Department/Program	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
<i>Solid Waste Management</i>			
Sanitation Superintendent	1.0	1.0	1.0
Crew Leader	1.0	2.0	2.0
Heavy Equipment Operator	9.0	10.0	10.0
Laborer	-	-	1.0
<i>Solid Waste Management Personnel Total</i>	11.0	13.0	14.0
Public Works and Park Department Personnel Total	57.0	60.0	61.0

Notes: Variance FY 2017 vs FY 2016

- 1) Adding Street one Laborer for Solid Waste Management for additional duties of this division and one part-time Custodian for Central Garage facility upkeep needs.



PUBLIC WORKS AND PARKS

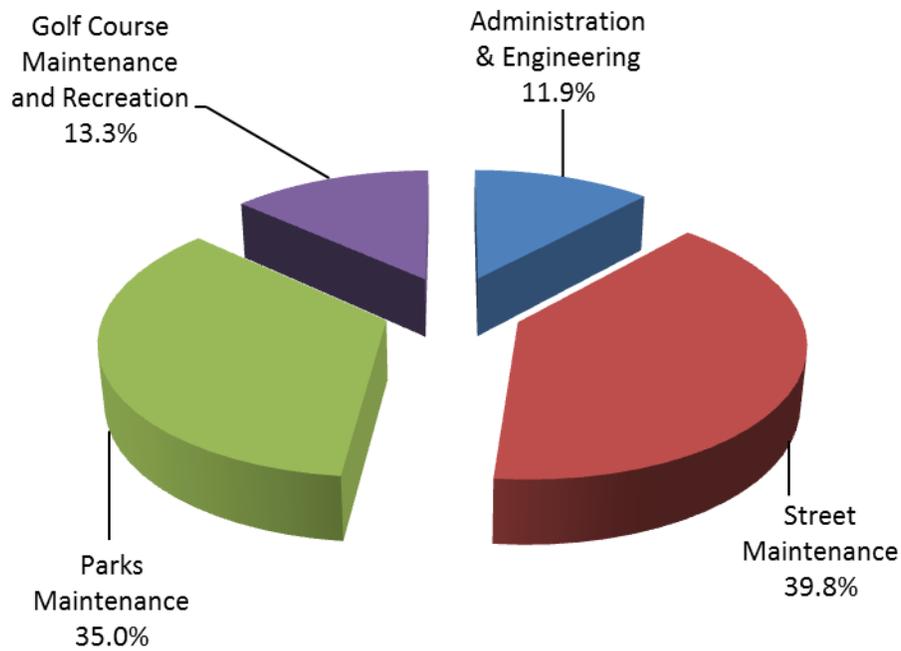
Part-Time Personnel Summary by Department/Program	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
Public Works and Parks Department			
<i>Administration & Engineering</i>			
Engineering Technician	0.7	-	-
Clerk Typist	-	0.7	0.7
<i>Administration & Engineering Personnel Total</i>	0.7	0.7	0.7
<i>Street/ Park and Forestry Maintenance</i>			
Parks Laborer	1.8	2.1	2.1
Streets Laborer	0.9	-	-
<i>Streets, Parks, and Forestry Maintenance Personnel Total</i>	2.7	2.1	2.1
<i>Golf Course Maintenance and Recreation</i>			
Golf Laborer	0.5	0.5	0.5
<i>Golf Course Maintenance Personnel Total</i>	0.5	0.5	0.5
<i>Fleet Maintenance</i>			
Fleet Laborer	0.7	0.7	0.7
<i>Fleet Maintenance Personnel Total</i>	0.7	0.7	0.7
<i>Solid Waste Management</i>			
Custodian	1.8	-	0.7
<i>Solid Waste Management Personnel Total</i>	1.8	-	0.7
Public Works and Parks Department Personnel Total	5.6	4.0	4.7



PUBLIC WORKS AND PARKS

PROGRAM AS A PERCENTAGE OF DEPARTMENT BUDGET (General Fund)

Program	Personnel	Contractual	Commodities	Total
Administration & Engineering	418,100	88,500	3,500	510,100
Street Maintenance	472,300	1,125,600	105,600	1,703,500
Parks Maintenance	950,400	504,700	42,400	1,497,500
Golf Course Maintenance	309,800	146,400	115,900	572,100
Total	2,150,600	1,865,200	267,400	4,283,200





ADMINISTRATION & ENGINEERING

The Administration/Engineering Division of the Public Works and Parks Department is divided into two areas: Administration and Engineering.

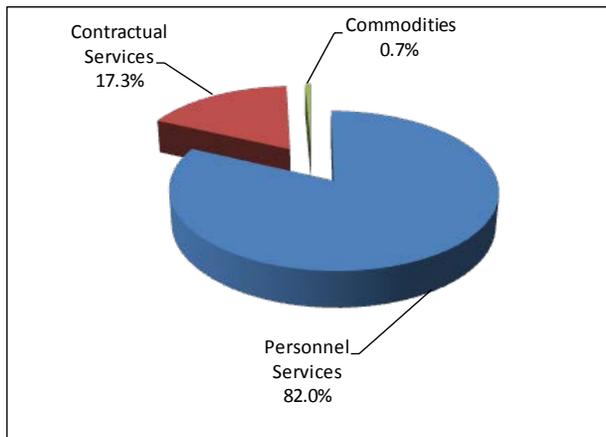
Administration manages functions such as human resources, approval of purchases and procurements, priority of work, annual goal setting, and overall strategic planning. Administration interprets existing city policies and guides the development of new policies to effectively implement the directions of the City Manager and City Council.

Engineering includes management, design, construction, and review of all projects containing public infrastructure and involving City right-of-way. Engineering oversees long-range planning of infrastructure improvements, plan review for development projects, and coordination with utilities and negotiation of easements.

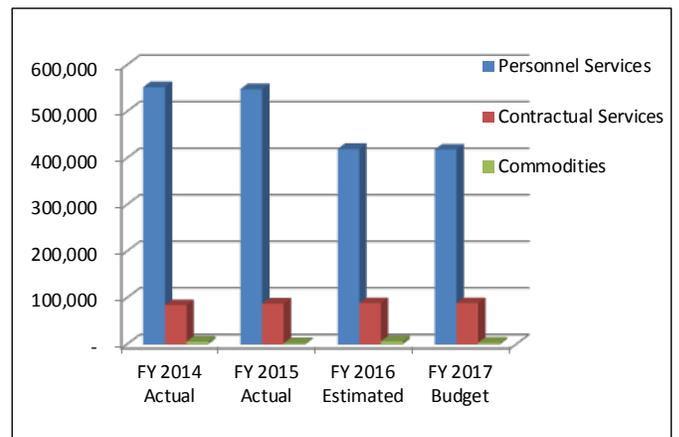
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	552,050	547,726	419,200	419,200	419,200	418,100	0%
Contractual Services	84,023	87,307	88,300	88,300	88,300	88,500	0%
Commodities	5,715	2,199	6,400	6,400	6,400	3,500	-45%
Total	641,788	637,232	513,900	513,900	513,900	510,100	-1%

FY 2017 Budget



Expenditures Comparison



GOALS

1. Continue to explore opportunities with adjacent communities or cross-jurisdictional agencies to jointly bid projects for street overlay, striping, streetscape improvements, or grant opportunities.
2. Implement the Request Tracking and Work Orders modules of New World for Public Works and Parks work orders and right-of-way permits.
3. Continue the process of developing an Americans with Disabilities Act Transition Plan for the public right-of-way.
4. Continue street sign replacement to meet the new federal Manual on Uniform Traffic Control Devices (MUTCD) standards.
5. Continue to inventory other City owned assets within the right-of-way, including bridges, dumpsters, curb ramps, striping, etc.
6. Complete Kingsland Ave. Bridge Reconstruction construction.
7. Complete Forsyth Blvd. Americans with Disabilities Act Improvements and Resurfacing right of way phase.
8. Coordinate with other emergency first responders and train staff, as required.
9. Coordinate design and construction of the Annual Street, Sidewalk, and Curb Ramps (ADA – compliant) Maintenance Program.
10. Design and construct Fogerty Improvements per the approved Master Plan and subsequent phases of Lewis Park Improvements.
11. Continue to analyze traffic requests and provide recommendations to Traffic Commission.
12. Continue to collect traffic count data on City streets.
13. Complete the design of Bicycle Facilities project Phase III.
14. Create a Master Plan for Janet Majerus Park.
15. Continues energy efficiency measures.
16. Continues Storm Water Management

SIGNIFICANT CHANGES SINCE FY 2016 BUDGET

1. Professional Services – Decrease due to less usage of general professional services and more specific usage as budgeted as part of projects.
2. Maintenance Contracts – Decreases for less software direct utilization by engineering and more purchasing of services by outside consultants.
3. Temporary Labor – Increases due to increase in use of construction inspector for right-of-way permit tasks.
4. Advertising & Public Notices – Increases due to increase in number of bidding projects and need to meet minority requirements.

SIGNIFICANT BUDGETARY ISSUES

1. Manual on Uniform Traffic Control Devices (MUTCD) requires upgrade on all city signs.
2. Aging infrastructure requires additional work and upgrading of sidewalk facilities to mandatory compliance with Americans with Disabilities Act.
3. Clean Water Act and Metropolitan St. Louis Sewer District Storm Water Phase II permit compliance costs more money in terms of additional monitoring and regulating duties, and require municipal operations & maintenance upgrades.

FISCAL YEAR 2016 PERFORMANCE SUMMARY

1. Completed a Community Development Block Grant sidewalk-curb ramp improvement project.
2. Complete a Surface Transportation Program (STP) grant for Bicycle Facilities project Phase III.
3. Complete the design of Kingsland Ave. Bridge project.
4. Complete the construction of Bicycle Facilities project Phase I.
5. Completed the design of Bicycle Facilities project Phase II.
6. Completed the design of Forsyth Blvd. Improvements project.
7. Completed design, bidding, and construction of the Annual Park and Street/Bridge Maintenance Program.
8. Completed bi-annual pavement ratings to update the maintenance records for public streets and sidewalks/curbs.
9. Continued construction coordination for Loop Trolley project.
10. Completed project coordination for St. Louis County Hanley Rd. Infrastructure Upgrades projects.
11. Continued project coordination for Washington University Loop Student Living Initiative and Ackert Connector projects.
12. Completed the construction of Ackert Plaza improvements project.
13. Completed the design of Maplevue-Lafon Intersection drainage improvements.
14. Entered into Public Works mutual aid agreement with regional cities for emergencies.
15. Completed the construction of Jackson Ave.-Balson Ave. Pedestrian Improvements.
16. Completed the construction of Lewis Park Phase I Improvements
17. Completed the construction of Millar Park Trail Improvements Project, Millar Park Field Renovation and Irrigation and Park and Playground Improvement projects.
18. Implemented MyGov software for Public Works and Parks Permits.
19. Completed Heman Park Master Plan
20. Began redesign of HVAC systems at Centennial Commons and City Hall for energy efficiency measures in accord with the Missouri Department of Energy State Loan Program.
21. Retrofitted or replaced many indoor and outdoor lights for energy efficiency measures in accord with the Missouri Department of Energy State Loan Program.
22. Replaced pool pump with energy efficient pool pump in accord with the Missouri Department of Energy State Loan Program.
23. Replaced current message boards with digital message boards at Olive/Pennsylvania and at Centennial Commons.
24. Completed master plan for Fogerty Park



Department	Public Works and Parks
Program	Administration & Engineering

Fund	General
Account Number	01-40-30

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	394,724	354,630	265,000	265,000	265,000	270,000	2%
5340 Salaries - Part-Time & Temp	22,157	924	18,000	18,000	18,000	10,000	-44%
5380 Overtime	-	-	500	500	500	1,000	100%
5420 Workers Compensation	7,433	7,654	8,500	8,500	8,500	8,600	1%
5460 Medical Insurance	49,909	41,670	44,900	44,900	44,900	45,000	0%
5660 Social Security Contributions	24,689	20,621	18,000	18,000	18,000	18,500	3%
5740 Pension Contribution Nonunif.	47,402	117,203	59,800	59,800	59,800	60,000	0%
5900 Medicare	5,736	5,025	4,500	4,500	4,500	5,000	11%
Sub-Total Personnel Services	552,050	547,726	419,200	419,200	419,200	418,100	0%
Contractual Services							
6010 Professional Services	56,704	23,296	37,000	37,000	37,000	25,000	-32%
6050 Maintenance Contracts	-	2,400	4,000	4,000	4,000	3,000	-25%
6070 Temporary Labor	1,059	22,276	19,500	19,500	19,500	20,000	3%
6090 Postage	76	-	100	100	100	500	400%
6110 Mileage Reimbursement	1,017	510	600	600	600	800	33%
6120 Professional Development	2,088	2,849	3,500	3,500	3,500	3,000	-14%
6130 Advertising & Public Notices	7,563	5,767	3,000	3,000	3,000	5,000	67%
6140 Photo - Blueprinting Services	-	-	1,000	1,000	1,000	-	-100%
6150 Printing Services	34	221	500	500	500	500	0%
6170 Insurance - Liability	4,000	3,400	4,000	4,000	4,000	4,000	0%
6270 Telephone & Pagers	3,094	3,985	2,600	2,600	2,600	4,000	54%
6400 Office Equipment Maintenance	5,448	7,063	6,000	6,000	6,000	7,000	17%
6560 Technology Services	349	-	500	500	500	500	0%
6610 Staff Training	331	2,126	2,500	2,500	2,500	2,000	-20%
6650 Membership & Certification	1,932	1,117	1,500	1,500	1,500	1,200	-20%
6700 Misc. Operating Services	-	12,218	2,000	2,000	2,000	12,000	500%
Sub-Total Contractual Services	84,023	87,307	88,300	88,300	88,300	88,500	0%
Commodities							
7001 Office Supplies	3,799	1,981	2,000	2,000	2,000	2,000	0%
7050 Publications	20	30	400	400	400	500	25%
7090 Office & Computer Equip.	-	-	3,000	3,000	3,000	1,000	-67%
Sub-Total Commodities	5,715	2,199	6,400	6,400	6,400	3,500	-45%
Total	649,238	637,232	513,900	513,900	513,900	510,100	-1%

STREETS MAINTENANCE

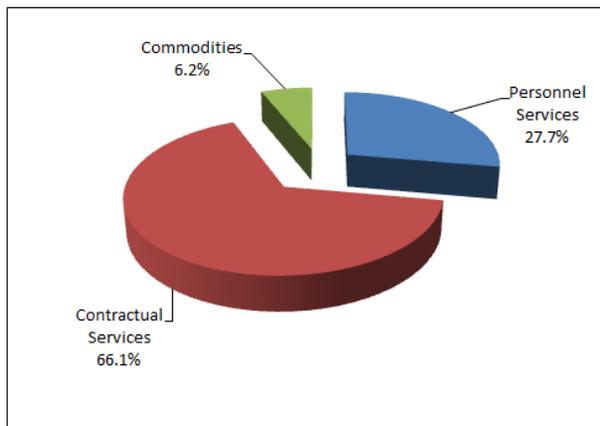
The Street Maintenance Division focuses on public infrastructure, including streets, sidewalks and alleys throughout the City

Streets’ major emphasis is on street maintenance and the preservation of streets, sidewalks, and bridges throughout the City. Street Personnel is also responsible for spring and fall curbside Leaf Collection, residential street sweeping and snow removal.

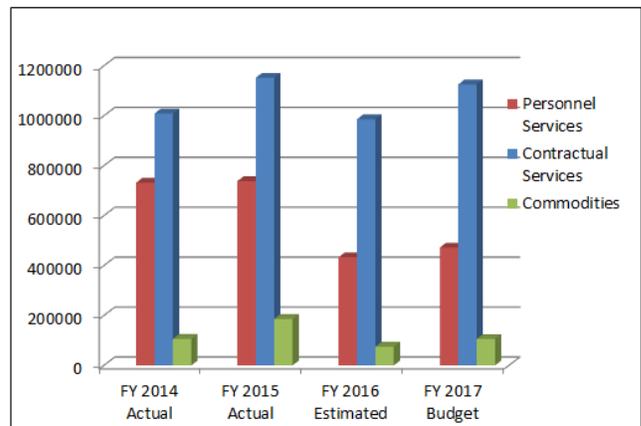
BUDGET EXPENDITURES

Street Maintenance	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	731,645	738,082	433,300	433,300	433,300	472,300	9%
Contractual Services	1,008,902	1,152,338	986,300	986,300	986,300	1,125,600	14%
Commodities	106,290	186,079	75,000	75,000	75,000	105,600	41%
Total	1,846,837	2,076,498	1,494,600	1,494,600	1,494,600	1,703,500	14%

FY 2017 Budget



Expenditures Comparison



GOALS

1. Continue to conduct crack sealing, pothole patching, asphalt base repairs, and other maintenance operations to extend the life expectancy of the City’s streets.
2. Continue the process of inventory and assessment of the City’s current street signs in accordance with the Manual on Uniform Traffic Control Devices (MUTCD).



3. Increase the number of sidewalk grindings in an effort to lessen total sidewalk slab replacements and trip hazards.
4. Continue to conduct snow removal operations.
5. Increase the amount of training for staff.
6. Continue to respond to customer concerns.
7. Continue residential sweeping.
8. Continue to help with cleaning alleys during rainy days.

SIGNIFICANT CHANGES SINCE FY 2016

1. Street and Sidewalk Repairs – Increases due to additional need for fence repairs in public right-of-way.
2. Chemicals – Increases due to additional need for salt purchase and delivery of snow-ice control.
3. Hardware and Hand tools – Decreases due to good maintenance and long life of tools and safety devices.
4. Bridge Construction – Increases due to additional bridge repairs required.
5. Misc. Improvements – Increases due to renovation of lockers and benches in street division facilities.
6. Vehicles & Equipment – Increases due to purchase of additional salt-brine tank for wider anti-icing treatment coverage for snow-ice control.

SIGNIFICANT BUDGETARY ISSUES

1. The Manual on Uniform Traffic Control Devices MUTCD is a national standard, mandatory by law, for all traffic control devices installed on any street, highway, or bicycle trail, whether public or private. The Department must implement a method to maintain sign retro reflectivity and pavement markings at or above minimum levels. This will impact the commodities budget of the Public Works and Parks Department and may also have an impact on staff time to perform other duties.
2. The age of the infrastructure continues to deteriorate and require additional repairs.

FISCAL YEAR 2016 PERFORMANCE SUMMARY

1. Continued to increase the amount of in-house crack sealing, pothole patching, and other maintenance operations to extend the life expectancy of the City's streets.
2. Continue the inventory and assessment of the City's current street signs in accordance with the Manual on Uniform Traffic Control Devices (MUTCD).



Department	Public Works and Parks
Program	Street Maintenance

Fund	General
Account Number	01-40-32

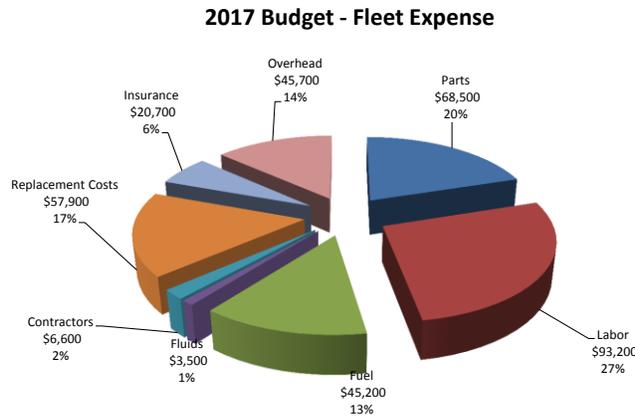
	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	463,540	375,732	169,000	169,000	169,000	237,000	40%
5340 Salaries - Part-Time & Temp	26,417	30,620	30,000	30,000	30,000	30,000	0%
5380 Overtime	26,479	26,676	20,000	20,000	20,000	20,000	0%
5420 Workers Compensation	33,408	31,575	25,000	25,000	25,000	27,000	8%
5460 Medical Insurance	88,518	102,183	105,900	105,900	105,900	82,500	-22%
5660 Social Security Contributions	29,923	32,844	13,000	13,000	13,000	18,000	38%
5740 Pension Contribution Nonunif.	50,881	126,612	65,000	65,000	65,000	52,500	-19%
5860 Unemployment	5,525	3,940	-	-	-	-	0%
5900 Medicare	6,954	7,901	5,400	5,400	5,400	5,300	-2%
Sub-Total Personnel Services	731,645	738,082	433,300	433,300	433,300	472,300	9%
Contractual Services							
6050 Maintenance Contracts	10,629	157,587	140,000	140,000	140,000	140,000	0%
6070 Temporary Labor	52,020	62,818	57,000	57,000	57,000	45,600	-20%
6120 Professional Development	130	374	500	500	500	500	0%
6170 Insurance - Liability	5,378	3,900	4,000	4,000	4,000	4,000	0%
6250 Natural Gas	3,376	2,595	3,000	3,000	3,000	3,000	0%
6260 Electricity	619,493	619,973	616,800	616,800	616,800	616,800	0%
6270 Telephone & Pagers	1,878	3,700	2,600	2,600	2,600	2,000	-23%
6290 Sewer	998	1,127	1,000	1,000	1,000	1,000	0%
6330 Decorative Street Lights	4,333	6,470	-	-	-	-	0%
6370 Street & Sidewalk Repairs	9,353	7,814	3,000	3,000	3,000	-	-100%
6380 Equipment Maintenance	7,815	8,288	2,000	2,000	2,000	2,000	0%
6410 Traffic Signal Maintenance	2,050	3,074	7,800	7,800	7,800	7,800	0%
6530 Fleet Service & Replacement ¹	255,746	267,555	128,700	128,700	128,700	283,000	120%
6540 Equipment Rental	-	2,050	5,000	5,000	5,000	5,000	0%
6570 Miscellaneous Rentals	-	-	2,400	2,400	2,400	2,400	0%
6610 Staff Training	345	435	2,100	2,100	2,100	2,100	0%
6650 Membership & Certification	-	-	400	400	400	400	0%
6660 Laundry Services	5,053	4,842	6,000	6,000	6,000	6,000	0%
6710 Waste Dumping Fees	47	503	4,000	4,000	4,000	4,000	0%
Sub-Total Contractual Services	1,008,902	1,152,338	986,300	986,300	986,300	1,125,600	14%
Commodities							
7001 Office Supplies	1,652	1,109	1,000	1,000	1,000	1,000	0%
7090 Office and Computer Equipment	-	2,135	400	400	400	400	0%
7130 Agriculture Supplies	(745)	314	1,000	1,000	1,000	1,000	0%
7170 Asphalt Products	14,151	18,475	-	-	-	-	0%
7210 Chemicals	33,362	109,036	50,000	50,000	50,000	85,000	70%
7290 Concrete & Clay Products	1,411	2,303	-	-	-	-	0%
7330 Foods	-	-	300	300	300	300	0%
7370 Institutional Supplies	2,083	2,166	500	500	500	500	0%
7490 Building Materials	1,502	989	-	-	-	-	0%
7530 Medical Supplies	238	130	200	200	200	200	0%
7570 Hardware & Hand Tools	12,059	7,849	16,400	16,400	16,400	12,000	-27%
7730 Metal Supplies	1,386	40	2,700	2,700	2,700	2,700	0%
7770 Wearing Apparel	4,470	2,749	2,500	2,500	2,500	2,500	0%
7810 Sign Supplies	34,722	38,784	-	-	-	-	0%
7850 Awards & Gifts	-	-	-	-	-	-	0%
Sub-Total Commodities	106,290	186,079	75,000	75,000	75,000	105,600	41%
Total	1,846,837	2,085,665	1,494,600	1,494,600	1,494,600	1,703,500	14%



Department	Public Works and Parks
Program	Street Maintenance

Fund	General
Account Number	01-40-32

¹Fleet Maintenance provides City departments with vehicles, equipment, fuel, and maintenance services. The costs for these services are allocated to the departments based on their actual usage of services such as vehicle repair parts, labor for repairs, fuel, contractor expense (if a vehicle must be sent to an outside repair shop), and vehicle replacement costs. Other expenses, such as insurance and overhead, are allocated to the departments based on the % of the department's actual expense compared to all other departments' actual expense. The Street Department's allocation for these services for the 2017 budget is \$283,000. The budget allocation by expense type is shown on the pie chart below and includes the dollar amount of that type.



The Street Department currently has 24 vehicles in service. The table shown below lists the category of the vehicle, the year of the vehicle, and the number of vehicles currently in service for that year:

Category	Replacement Cycle in Years
Chevy Bucket Truck: 2001 (1)	12
Chevy Silverado: 2006 (1)	10
Chevy Silverado Crew Cab: 2006 (1)	8
1 Ton Dump Truck: 2013 (1)	10
Dump Truck: 2012 (1)	10
Dump Truck: 2005 (3)	10
Dump Truck: 2003 (1)	10
Dump Truck: 2000 (1)	10
Elgin Sweeper: 1998 (1)	6
Elgin Sweeper: 2002 (1)	6
Elgin Sweeper: 2003 (2)	6
Elgin Sweeper: 2005 (1)	6
Pro Patch Truck w/Patcher: 1997 (1)	10
Leaf Vacuum: 2006 (1) 2011 (2)	10
Schwarze Street Sweeper: 2014 (1)	7
Chevy Silverado: 2015 (4)	5

PARKS MAINTENANCE AND FORESTRY

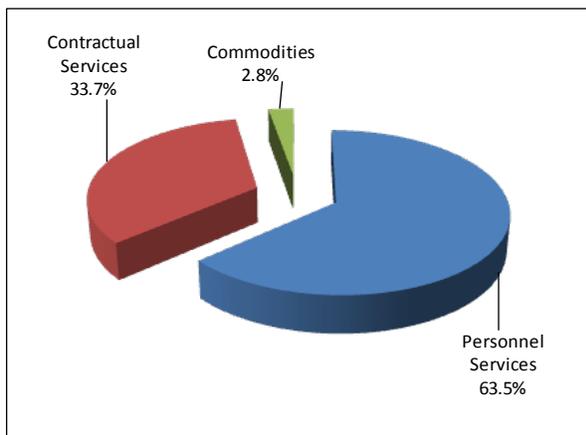
Park Maintenance and Forestry is responsible for the development and maintenance of the parks and greenways of the City. There are approximately 150 City-owned parcels (comprising 232 acres) which require grass trimming, snow removal, trash/litter collection; fixtures repaired and painted, trees and shrubs trimmed; buildings/facilities, roads, trails and bridges maintained; tennis and basketball courts, ball diamonds, soccer and football fields maintained and marked for play. The Division has recently taken charge of the maintenance and repair of 391 City owned street and pedestrian lights; as well as overseeing the reporting process for Ameren UE street light outages.

This Division is also responsible for the care and maintenance of all trees on public property and for the enforcement of the City's ordinance governing hazardous trees on private property. This includes removal and replacement of dead and diseased trees, pruning, storm damage cleanup, regular watering of new trees, and stump removal.

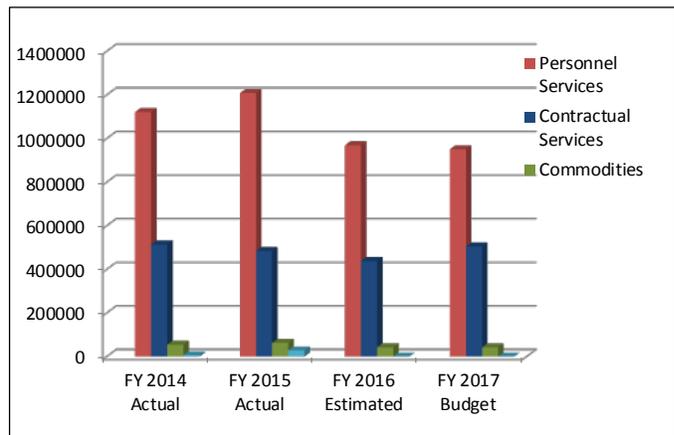
BUDGET EXPENDITURES

Parks & Forestry	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	1,121,074	1,208,742	969,000	969,000	969,000	950,400	-2%
Contractual Services	514,257	484,451	438,300	438,300	438,300	504,700	15%
Commodities	54,767	62,738	42,700	42,700	42,700	42,400	-1%
Capital Outlay	5,764	28,290	-	-	-	-	0%
Total	1,695,862	1,784,220	1,450,000	1,450,000	1,450,000	1,497,500	3%

FY 2017 Budget



Expenditures Comparison



GOALS

1. Replace deteriorating playground equipment at Millar Park
2. Upgrade park facilities to meet ADA compliance
3. Acquire St. Louis County Municipal Grant for Fogerty Park improvements
4. Increase the number of new tree plantings throughout parks and public right of way
5. Upgrade facilities to meet Metropolitan Sewer District MS4 requirements

SIGNIFICANT CHANGES SINCE FY 2016

1. Maintenance Contracts – Decreases due to in-house performance of tree planting work.
2. Temporary Labor – Increases due to supplement in-house crew for flexibility.
3. Equipment Maintenance – Decreases due to budget change.
4. Laundry Services – Increases due to budget change.
5. Agriculture Supplies – Increase due to supplement contracted work on Millar Athletic Field improvements project.
6. Recreational Supplies – Increases due to regular needs to respond to community recreational needs (benches, water fountains, etc.)

SIGNIFICANT BUDGETARY ISSUES

1. An assessment of our parks and playgrounds published by Mid-County Region indicate numerous suggestions to become compliant to meet Americans with Disabilities Act Guidelines.
2. The recent discovery of Emerald Ash Bore disease in St. Charles County will increase the number of tree removals and replanting needed in University City over the next several years.

FISCAL YEAR 2016 PERFORMANCE SUMMARY

1. Acquired St. Louis County Municipal Grant for a new playground in Millar Park.
2. Acquired St. Louis County Municipal Grant for Park Master Plan for Fogerty Park.
3. Completed Phase I renovations at Lewis Park, which included pond and walkway improvements
4. Replaced the deteriorating retaining wall at the park maintenance garage
5. Improved quality of playing surfaces at the soccer and Jack Buck baseball fields in Heman Park



Department	Public Works and Parks
Program	Park Maintenance

Fund	General
Account Number	01-40-45

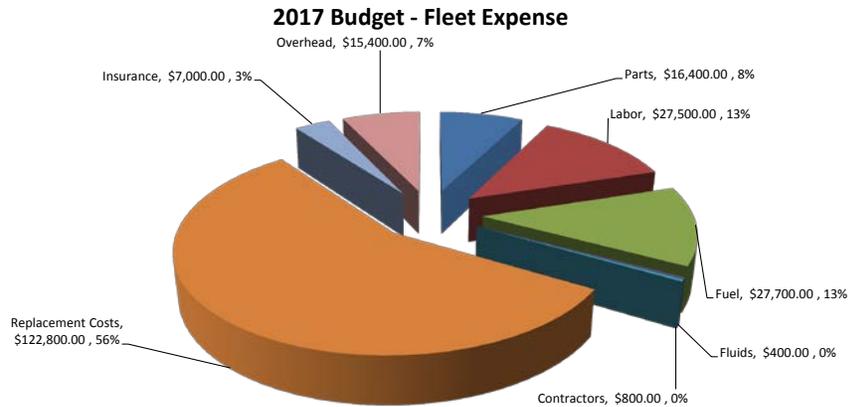
	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	790,781	741,197	636,800	636,800	636,800	625,000	-2%
5340 Salaries - Part-Time & Temp	4,555	18,398	25,000	25,000	25,000	20,000	-20%
5380 Overtime	15,025	10,500	10,000	10,000	10,000	10,000	0%
5420 Workers Compensation	26,215	20,703	21,300	21,300	21,300	21,000	-1%
5460 Medical Insurance	149,571	148,465	129,300	129,300	129,300	128,800	0%
5660 Social Security Contributions	46,576	44,198	41,900	41,900	41,900	40,000	-5%
5740 Pension Contribution Nonunif.	77,510	214,566	95,500	95,500	95,500	96,000	1%
5900 Medicare	10,839	10,715	9,200	9,200	9,200	9,600	4%
Sub-Total Personnel Services	1,121,074	1,208,742	969,000	969,000	969,000	950,400	-2%
Contractual Services							
6010 Professional Services	-	-	-	-	-	5,000	100%
6050 Maintenance Contracts	225,988	181,322	196,000	196,000	196,000	186,000	-5%
6070 Temporary Labor	-	-	-	-	-	10,000	100%
6120 Professional Development	-	245	1,300	1,300	1,300	1,300	0%
6170 Insurance - Liability	8,450	6,100	8,500	8,500	8,500	6,000	-29%
6210 Insurance - Flood	9,161	8,091	9,200	9,200	9,200	8,000	-13%
6250 Natural Gas	5,244	5,404	3,000	3,000	3,000	3,000	0%
6260 Electricity	41,146	40,921	35,000	35,000	35,000	35,000	0%
6270 Telephone & Pagers	417	2,735	2,800	2,800	2,800	3,000	7%
6280 Water	41,355	37,835	40,000	40,000	40,000	45,000	13%
6290 Sewer	14,475	11,219	9,000	9,000	9,000	9,000	0%
6380 Equipment Maintenance	3,354	6,519	16,000	16,000	16,000	12,000	-25%
6530 Fleet Service & Replacement ¹	138,387	158,855	91,700	91,700	91,700	154,400	68%
6540 Equipment Rental	-	103	300	300	300	500	67%
6570 Miscellaneous Rentals	184	92	1,000	1,000	1,000	1,000	0%
6610 Staff Training	120	225	700	700	700	700	0%
6650 Membership & Certification	185	175	200	200	200	200	0%
6660 Laundry Services	5,519	6,165	5,700	5,700	5,700	6,700	18%
6680 Subdivision Fees & Taxes	18,190	18,444	17,500	17,500	17,500	17,500	0%
6710 Waste Dumping Fees	631	-	400	400	400	400	0%
Sub-Total Contractual Services	514,257	484,451	438,300	438,300	438,300	504,700	15%
Commodities							
7001 Office Supplies	261	25	300	300	300	300	0%
7130 Agriculture Supplies	16,170	13,138	10,000	10,000	10,000	10,000	0%
7210 Chemicals	4,459	3,988	3,000	3,000	3,000	2,500	-17%
7290 Concrete & Clay Products	2,946	2,491	5,800	5,800	5,800	5,800	0%
7370 Institutional Supplies	2,484	3,226	2,000	2,000	2,000	2,000	0%
7490 Building Materials	8,027	6,800	8,000	8,000	8,000	8,000	0%
7530 Medical Supplies	229	256	400	400	400	400	0%
7570 Hardware & Hand Tools	11,123	13,914	10,000	10,000	10,000	10,000	0%
7610 Fuel, Oil, and Lubricants	-	601	-	-	-	-	0%
7690 Recreational Supplies	6,597	13,951	-	-	-	-	0%
7730 Metal Supplies	308	1,753	400	400	400	400	0%
7770 Uniform & Safety Gear	2,024	2,594	2,300	2,300	2,300	2,500	9%
7810 Sign Supplies	138	-	500	500	500	500	0%
Sub-Total Commodities	54,767	62,738	42,700	42,700	42,700	42,400	-1%
Total	1,695,862	1,784,220	1,450,000	1,450,000	1,450,000	1,497,500	3%



Department	Public Works and Parks
Program	Park Maintenance

Fund	General
Account Number	01-40-45

¹Fleet Maintenance provides City departments with vehicles, equipment, fuel, and maintenance services. The costs for these services are allocated out of the departments based on their actual usage of services such as vehicle repair parts, labor for repairs, fuel, contractor expense (if a vehicle must be sent to an outside repair shop), and vehicle replacement costs. Other expenses, such as insurance and overhead, are allocated to the departments based on the % of the department's actual expense compared to all other departments' actual expense. The Parks Department's allocation for these services for the 2017 budget comes to \$174,400. The budget allocation by expense type is shown on the pie chart below and includes the dollar amount of that type.



The Parks Department currently has 20 vehicles in service. The table shown below lists the category of the vehicle, the year of the vehicle, and the number of vehicles currently in service for that year:

Category	Replacement Cycle in Years
Chevy Silverado: 2006 (5)	8
Chevy Silverado: 2005 (2)	8
1 Ton Dump Truck: 2013 (1)	10
Dump Truck: 2005 (2)	10
Chevy Silverado: 2002 (2)	10
Ford Escape Hybrid: 2008 (1)	10
F-550 Aerial Truck: 2015 (1)	5
Compact Track Loader: 2015 (1)	5
624 K Wheel Loader: 2015 (1)	5
Chevy Silverado: 2015 (4)	5



GOLF COURSE MAINTENANCE AND RECREATION

Ruth Park is a nine-hole golf course that covers nearly 70 acres and serves the University City golfing public and is open to non-residents as well. The course includes a 25 hitting station driving range.

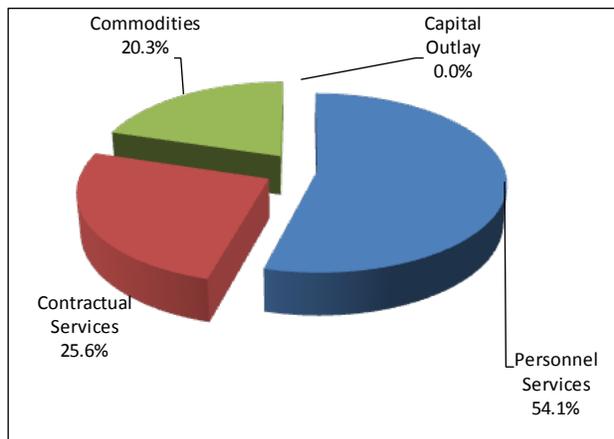
The golf course maintenance division is responsible for the development, and maintenance of the golf course grounds. The maintenance crew carries out a comprehensive maintenance program which includes: mowing, fertilizing, aerification, top-dressing, weed control, disease control, insect control, water management, seeding, sodding, irrigation system maintenance, equipment maintenance, tree planting/pruning, erosion control, drainage, and snow removal.

The golf course recreation is responsible for coordinating all league and individual play times as well as hosting tournaments and providing instructional classes.

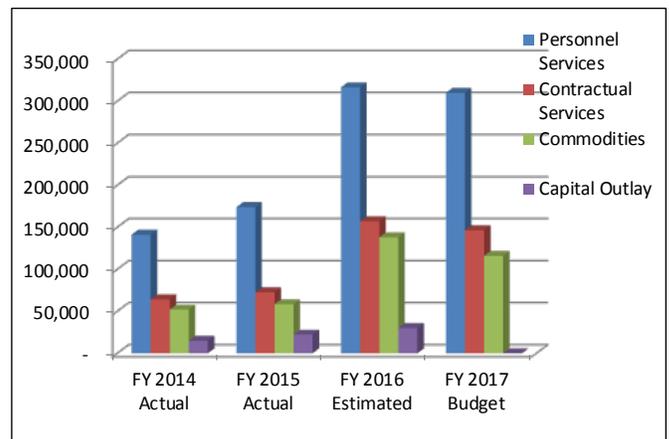
BUDGET EXPENDITURES

Golf Course Maintenance	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2015
Personnel Services	141,041	173,816	316,400	316,400	316,400	309,800	-2%
Contractual Services	64,101	72,543	157,000	157,000	157,000	146,400	-7%
Commodities	51,901	58,319	137,900	137,900	137,900	115,900	-16%
Capital Outlay	14,870	22,208	30,000	30,000	30,000	-	-100%
Total	271,913	326,886	641,300	641,300	641,300	572,100	-11%

FY 2017 Budget



Expenditures Comparison



GOALS

1. Construct forward tee on hole #3
2. Regrade and sod green surround on #6
3. Remove poa-anna on #6 fairway and sod with zoysia
4. Improve aesthetics of perimeters on holes #4 and #6
5. Install drainage and regrade hazard on #9
6. Improve grading on driving range and install irrigation system.

SIGNIFICANT CHANGES SINCE FY 2016

1. Temporary Labor– Increases for more flexibility to respond to maintenance needs with temporary labor..
2. Professional Development – Decreases due to reclassification of golf instructors fees as Instructors & Sports Officials account.
3. Water – Increases due to new irrigation installation at driving range.
4. Staff Training – Increase due to additional training for golf staff.
5. Uniforms & Safety Gear – Increases due to employees purchasing uniforms in lieu of laundry service.

SIGNIFICANT BUDGETARY ISSUES

1. Future improvements necessary to the driving range because of erosion and drainage issues.
2. Necessary replacement of 28 year old supply valves for irrigation system.
3. Golf balls being hit over the sixth green onto private property

FISCAL YEAR 2016 PERFORMANCE SUMMARY

1. Forward tee on #2 will be complete in May.
2. Tree maintenance continues with seasonal pruning.
3. Erosion repair work on #2 fairway was completed and sodded.
4. Pond maintenance included removal of cattails in fore bay and algae control.
5. Aeration equipment upgraded and turf is responding to improved agronomics



Department	Public Works and Parks
Program	Golf Course Maintenance

Fund	General
Account Number	01-40-47

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	103,813	103,687	167,600	167,600	167,600	171,000	2%
5340 Salaries - Part-Time & Temp	1,815	8,255	67,300	67,300	67,300	65,000	-3%
5380 Overtime	7,069	6,605	7,300	7,300	7,300	7,000	-4%
5420 Workers Compensation	2,195	1,728	3,200	3,200	3,200	2,000	-38%
5460 Medical Insurance	18,240	19,039	30,000	30,000	30,000	20,500	-32%
5660 Social Security Contributions	6,416	6,762	15,300	15,300	15,300	15,500	1%
5740 Pension Contribution Nonunif.	-	26,100	22,000	22,000	22,000	25,000	14%
5900 Medicare	1,494	1,640	3,700	3,700	3,700	3,800	3%
Sub-Total Personnel Services	141,041	173,816	316,400	316,400	316,400	309,800	-2%
Contractual Services							
6050 Maintenance Contracts	8,154	4,240	8,800	8,800	8,800	8,000	-9%
6060 Instructors & Sports Officials	-	-	-	-	-	15,000	100%
6070 Temporary Labor	-	-	-	-	-	2,000	100%
6110 Mileage Reimbursement	-	78	1,300	1,300	1,300	1,300	0%
6120 Professional Development	883	465	15,500	15,500	15,500	500	-97%
6130 Advertising & Public Notices	-	300	20,000	20,000	20,000	10,000	-50%
6150 Printing Services	-	-	2,000	2,000	2,000	1,000	-50%
6170 Insurance - Liability	500	3,400	1,000	1,000	1,000	3,500	250%
6250 Natural Gas	3,052	2,955	4,000	4,000	4,000	4,000	0%
6260 Electricity	9,981	8,278	10,500	10,500	10,500	8,500	-19%
6270 Telephone & Pagers	334	515	500	500	500	1,000	100%
6280 Water	17,891	19,966	23,000	23,000	23,000	20,000	-13%
6290 Sewer	731	582	1,000	1,000	1,000	1,000	0%
6360 Building Maintenance	-	-	2,500	2,500	2,500	2,500	0%
6380 Equipment Maintenance	4,959	12,292	17,200	17,200	17,200	18,000	5%
6430 Misc. Repairs & Maintenance	2,840	5,774	13,000	13,000	13,000	6,000	-54%
6530 Fleet Service & Replacement ¹	12,745	10,697	7,800	7,800	7,800	13,200	69%
6540 Equipment Rental	-	-	22,000	22,000	22,000	20,000	-9%
6560 Technology Services	-	-	2,200	2,200	2,200	5,700	159%
6570 Miscellaneous Rentals	981	1,009	1,200	1,200	1,200	1,200	0%
6610 Staff Training	299	265	500	500	500	1,000	100%
6650 Membership & Certification	185	435	1,700	1,700	1,700	1,700	0%
6660 Laundry Services	565	769	800	800	800	800	0%
6710 Waste Dumping Fees	-	-	500	500	500	500	0%
Sub-Total Contractual Services	64,101	72,543	157,000	157,000	157,000	146,400	-7%
Commodities							
7001 Office Supplies	-	127	1,400	1,400	1,400	1,400	0%
7130 Agriculture Supplies	25,173	24,584	27,000	27,000	27,000	24,000	-11%
7210 Chemicals	8,305	8,261	9,000	9,000	9,000	8,000	-11%
7290 Concrete & Clay Products	1,193	2,990	3,600	3,600	3,600	3,600	0%
7330 Food	-	-	25,500	25,500	25,500	24,000	-6%
7370 Institutional Supplies	285	2,277	4,400	4,400	4,400	3,400	-23%
7490 Building Materials	222	619	1,000	1,000	1,000	1,000	0%
7530 Medical Supplies	-	-	200	200	200	200	0%
7570 Hardware & Hand Tools	2,783	4,603	5,000	5,000	5,000	5,000	0%
7610 Fuel, Oil, and Lubricants	3,202	2,141	11,000	11,000	11,000	3,000	-73%
7690 Recreational Supplies	10,567	12,236	48,000	48,000	48,000	40,000	-17%
7730 Metal Supplies	-	46	100	100	100	100	0%
7770 Wearing Apparel	170	391	1,400	1,400	1,400	1,900	36%
7810 Sign Supplies	-	45	300	300	300	300	0%
Sub-Total Commodities	51,901	58,319	137,900	137,900	137,900	115,900	-16%

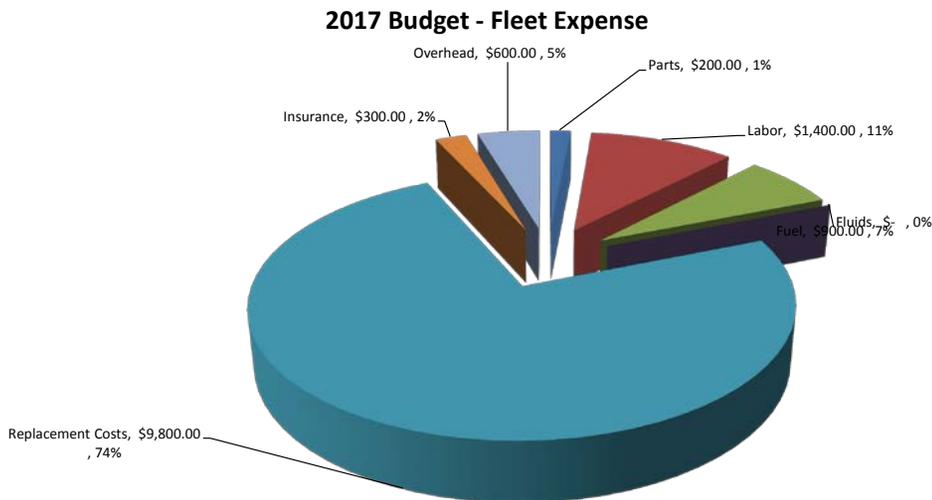


Department	Public Works and Parks
Program	Golf Course Maintenance

Fund	General
Account Number	01-40-47

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Capital Outlay							
8100 Misc. Improvements	-	1,249	30,000	30,000	30,000	-	-100%
8200 Vehicles & Equipment	14,870	20,959	-	-	-	-	0%
Sub-Total Capital Outlay	14,870	22,208	30,000	30,000	30,000	-	-100%
Total	271,913	326,886	641,300	641,300	641,300	572,100	-11%

¹Fleet Maintenance provides City departments with vehicles, equipment, fuel, and maintenance services. The costs for these services are allocated out of the departments based on their actual usage of services such as vehicle repair parts, labor for repairs, fuel, contractor expense (if a vehicle must be sent an outside repair shop), and vehicle replacement costs. Other expenses, such as insurance and overhead, are allocated to the departments based on the % of the department's actual expense compared to all othe departments' actual expense. The Golf Course Department's allocation for these services for the 2017 budget comes to \$13,200. The budget allocation by expense type is shown on the pie chart below and includes the dollar amount of that type.



The Golf Course Department currently has 1 vehicle in service. The table shown below lists the category of the vehicle, the year of the vehicle, and the number of vehicles currently in service for that year:

Category	Replacement Cycle in Years
Chevy Silverado: 2006 (1)	8

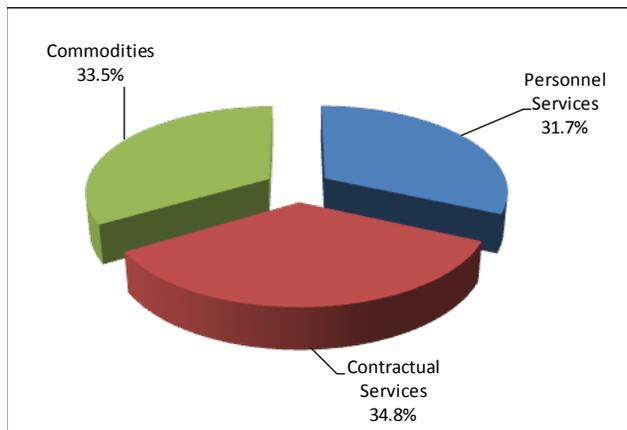
FLEET MAINTENANCE

The objective of the Fleet Maintenance Division is to provide vehicles, equipment, fuel, and maintenance for City operational needs. Fleet Maintenance charges all operating departments a rental fee that recovers all cost of operations on a revolving fund basis.

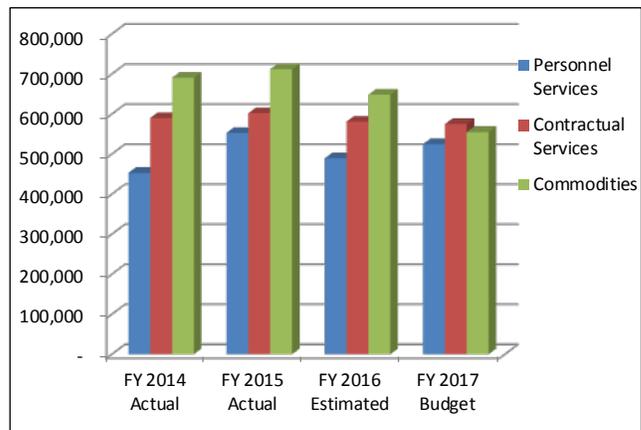
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	452,560	552,778	489,100	489,100	489,100	524,600	7%
Contractual Services	589,772	601,923	581,000	581,000	581,000	574,700	-1%
Commodities	690,124	669,395	647,900	647,900	647,900	590,300	-9%
Total	1,732,456	1,824,096	1,718,000	1,718,000	1,718,000	1,689,600	-2%

FY 2017 Budget



Expenditures Comparison



GOALS

1. Improve interoperability of vehicles and equipment to reduce overall fleet size.
2. Perform the three year review of the fleet as specified by the 2010 consultant report to identify and eliminate underutilized vehicles and equipment.

SIGNIFICANT CHANGES SINCE FY 2016

1. Building Maintenance– Decreases due to completed projects.
2. Vehicle & Equipment – Increase due to replacement vehicle purchases for City departments.

SIGNIFICANT BUDGETARY ISSUES

1. Review the composition of the fleet and recommend changes to meet current workloads and increase operational efficiency. This includes capital purchasing and short-term rentals for specialty equipment.

FISCAL YEAR 2016 PERFORMANCE SUMMARY

1. Maintained, repaired and disposed of vehicles in a manner that brought the highest possible return on investment.
2. Obtained competitive prices for all garage operations.
3. Continued to offer more professional development opportunities for fleet mechanics.
4. Pro-actively reduced equipment downtime by analyzing repair and road call information and regular inspections to identify trouble prone components.
5. Standardize units as replaced to increase operator and technician familiarization and reduce on hand parts inventory.
6. Increased Preventive Maintenance procedures continue to reduce road service calls.



Department	Public Works and Parks
Program	Fleet Operations

Fund	Internal Service
Account Number	02-40-62

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2015
Personnel Services							
5001 Salaries - Full-Time	299,461	331,487	320,000	320,000	320,000	344,700	8%
5340 Salaries - Part-Time & Temp	10,335	12,562	15,000	15,000	15,000	15,000	0%
5380 Overtime	7,645	4,865	5,000	5,000	5,000	5,000	0%
5420 Workers Compensation	10,028	8,714	10,000	10,000	10,000	10,000	0%
5460 Medical Insurance	71,872	74,897	74,000	74,000	74,000	80,200	8%
5660 Social Security Contributions	16,394	18,180	21,000	21,000	21,000	21,400	2%
5740 Pension Contribution Nonunif.	32,998	97,687	39,000	39,000	39,000	39,000	0%
5900 Medicare	3,827	4,385	5,100	5,100	5,100	9,300	82%
Sub-Total Personnel Services	452,560	552,778	489,100	489,100	489,100	524,600	7%
Contractual Services							
6001 Auditing & Accounting	2,000	2,500	2,500	2,500	2,500	2,500	0%
6050 Maintenance Contract	-	-	4,000	4,000	4,000	-	-100%
6070 Temporary Labor	-	-	1,000	1,000	1,000	-	-100%
6120 Professional Development	-	-	500	500	500	-	-100%
6130 Advertising & Public Notices	-	353	2,500	2,500	2,500	400	-84%
6160 Insurance - Property & Auto	70,808	80,176	70,000	70,000	70,000	82,600	18%
6170 Insurance - Liability	4,800	4,000	4,500	4,500	4,500	4,200	-7%
6210 Insurance - Flood	10,793	9,654	10,000	10,000	10,000	10,000	0%
6250 Natural Gas	18,879	18,592	15,000	15,000	15,000	18,800	25%
6260 Electricity	11,130	10,376	11,000	11,000	11,000	10,500	-5%
6270 Telephone & Pagers	284	512	400	400	400	600	50%
6280 Water	2,515	2,428	2,600	2,600	2,600	2,500	-4%
6290 Sewer	1,426	1,290	1,200	1,200	1,200	1,400	17%
6360 Building Maintenance	5,193	7,365	12,500	12,500	12,500	7,500	-40%
6380 Equipment Maintenance	10,802	7,239	3,900	3,900	3,900	7,400	90%
6400 Office Equipment Maintenance	629	819	700	700	700	900	29%
6430 Misc. Repairs & Maintenance	-	-	5,000	5,000	5,000	-	-100%
6460 Vehicle Maintenance	124,671	95,168	110,000	110,000	110,000	96,200	-13%
6490 Depreciation - Rental Equipment	311,183	349,996	310,000	310,000	310,000	317,500	2%
6500 Depreciation - Transfer Station	4,673	4,673	-	-	-	4,700	100%
6600 Tuition Reimbursement	-	-	1,000	1,000	1,000	-	-100%
6610 Staff Training	(30)	-	500	500	500	-	-100%
6650 Membership & Certification	372	-	1,200	1,200	1,200	-	-100%
6660 Laundry Services	6,967	4,885	5,000	5,000	5,000	5,000	0%
6700 Misc. Operating Services	2,678	1,897	6,000	6,000	6,000	2,000	-67%
Sub-Total Contractual Services	589,772	601,923	581,000	581,000	581,000	574,700	-1%
Commodities							
7001 Office Supplies	122	43	500	500	500	100	-80%
7090 Office & Computer Equip.	117	-	1,000	1,000	1,000	-	-100%
7210 Chemicals	7,586	6,956	4,500	4,500	4,500	7,100	58%
7370 Institutional Supplies	2,341	565	1,000	1,000	1,000	600	-40%
7490 Building Materials	-	24	4,500	4,500	4,500	-	-100%
7530 Medical Supplies	59	29	400	400	400	100	-75%
7570 Hardware & Hand Tools	6,333	8,421	10,000	10,000	10,000	8,600	-14%
7610 Fuel, Oil, and Lubricants	459,490	398,853	450,000	450,000	450,000	359,700	-20%
7770 Wearing Apparel	1,014	859	1,000	1,000	1,000	900	-10%
7930 Vehicle Parts	170,721	253,644	175,000	175,000	175,000	213,200	22%
Sub-Total Commodities	647,890	669,395	647,900	647,900	647,900	590,300	-9%
Total	1,832,660	1,824,096	1,724,000	1,724,000	1,724,000	1,689,600	-2%



Department	Public Works and Parks
Program	Fleet Operations

Fund	Internal Service
Account Number	02-40-62

The Fleet Department currently has 5 vehicles in service consisting of vehicles that are directly used by Fleet and Pool. The expenses for these vehicles are allocated out to the Parks, Sanitation, & Street Departments. The table shown below lists the category of the vehicle, the year of the vehicle, and the number of vehicles currently in service for that year:

<u>Category</u>	<u>Replacement Cycle in Years</u>
E-Z Go Golf Cart: (1)	5
Chevy Silverado: 2006 (2)	10
Chevy Monte Carlo: 2001 (1)	5 *
Chevy Equinox: 2013 (1)	5 *



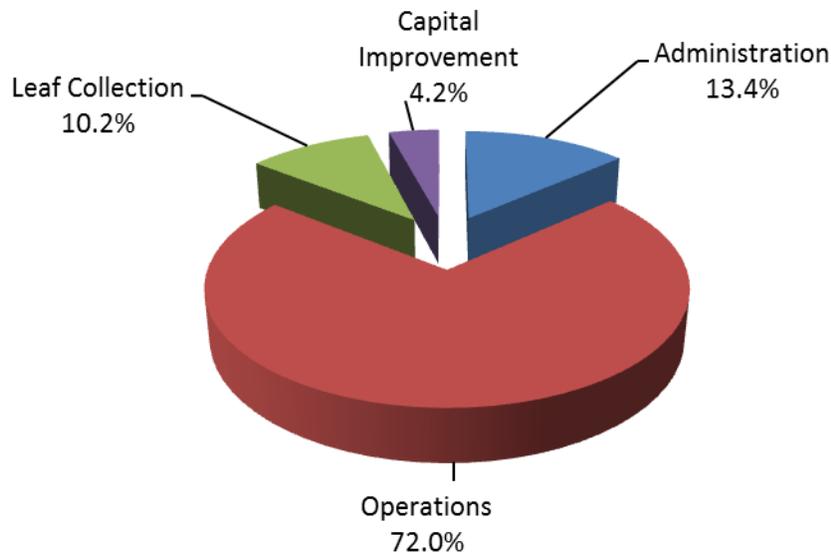
SOLID WASTE FUND

The City provides residential solid waste, recycling collection and disposal services to residents and non-residential properties. The Division collects, recycles, and disposes of trash, recyclables, and yard waste from approximately 11,000 residential and commercial accounts, including city facilities each week. Bulk items such as furniture and appliances are collected twice annually. Other services include:

- Operation and maintenance of the transfer station and recycling drop-off center;
- Transportation of solid waste to the landfill or recycling vendors;
- Maintenance and repair of solid waste equipment, including trash/recycling collection containers (carts), dumpsters and roll-offs;
- Coordination of special trash collection programs for neighborhood events, block parties, and special trash collection requests by delivering and removing trash/recycling containers;
- Provision of special back door trash collection for 80 residential accounts with qualifying medical conditions;
- Coordination with the Finance Department and removal and replacement of trash and recycling containers for shut-off accounts as a part of the Delinquent Trash Program;
- Tracking and reporting of trash volume and recycling materials to regulating agencies;
- Preparation of invoice and revenue reports for transfer station and special trash/recycling programs;
- City wide leaf collection twice per year;
- City wide residential street sweeping three times per year.
- City wide Special street sweeping nine times per year.
- City wide alley sweeping twice per year.
- City wide Christmas tree pick-up.

BUDGET EXPENDITURES

Program	Personnel	Contractual	Commodities	Capital Outlay	Total
Administration	338,700	73,500	12,000	-	424,200
Operations	865,400	1,280,400	100,900	-	2,246,700
Leaf Collection	166,500	153,000	1,000	-	320,500
Capital Improvement	-	-	-	130,000	130,000
Total	1,370,600	1,506,900	113,900	130,000	3,121,400



GOALS

1. Efficiently operate and maintain the Transfer Station and Recycling Drop-off Center. Keep the areas clean of litter, debris and foul odors. Ensure that the City passes the monthly St. Louis County Department of Health Facility Inspections.
2. Track and report solid waste volume including trash, recycling, yard waste and bulk household items, as required by St. Louis County Department of Health.
3. Explore opportunities to work with adjacent communities and organizations to provide public education about community solid waste programs/services and resources to properly dispose and recycle hard to manage materials.
4. Increase education of yard debris recycling.
5. Promote composting to businesses.
6. Continue recycling education to schools, businesses and residents.
7. Hold annual or biannual electronics recycling events.

FISCAL YEAR 2016 PERFORMANCE SUMMARY

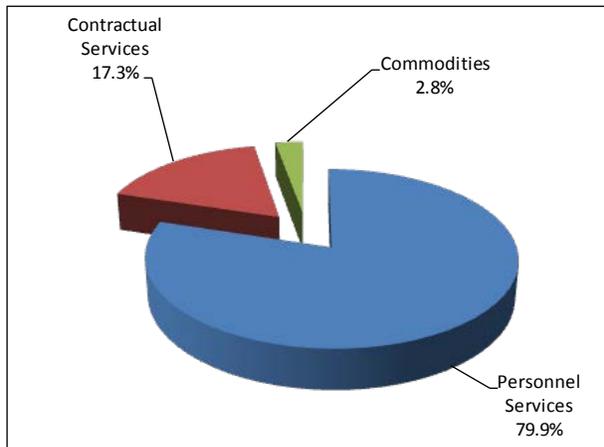
1. Use grant funds to develop a commercial Recycling Program by purchasing new commercial recycling and trash dumpsters and developing a commercial recycling program and education program.
2. Completed a repair to the transfer station ramp, roof and wall, as well as the grinder pump.
3. Completed improvements to the outdoor Recycling Drop-off Center.
4. Increase recycling throughout the City – residential, institutional, and commercial. Continue expanding commercial recycling.
5. Increased event recycling.
6. Held electronics recycling events.
7. Held paper shredding (with paper recycled afterwards) events.
8. Updated Solid Waste Management Plan.

Solid Waste Administration

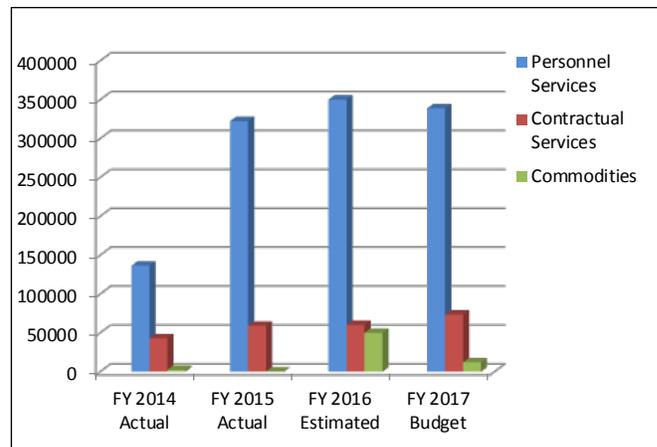
BUDGET EXPENDITURES

Adminstration	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	136,429	322,289	350,100	350,100	350,100	338,700	-3%
Contractual Services	42,836	59,061	60,200	60,200	60,200	73,500	22%
Commodities	2,419	300	50,000	50,000	50,000	12,000	-76%
Total	181,684	381,650	460,300	460,300	460,300	424,200	-8%

FY 2017 Budget



Expenditures Comparison





Department	Public Works and Parks
Program	Solid Waste Administration

Fund	Solid Waste
Account Number	08-40-64

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	101,414	178,501	283,000	283,000	283,000	283,000	0%
5420 Workers Compensation	271	436	500	500	500	500	0%
5460 Medical Insurance	15,345	14,979	41,800	41,800	41,800	30,000	-28%
5660 Social Security Contributions	5,865	11,067	18,000	18,000	18,000	18,000	0%
5740 Pension Contribution Nonunif.	12,000	114,599	2,500	2,500	2,500	3,000	20%
5900 Medicare	1,376	2,626	4,300	4,300	4,300	4,200	-2%
Sub-Total Personnel Services	136,429	322,289	350,100	350,100	350,100	338,700	-3%
Contractual Services							
6001 Auditing & Accounting	3,000	2,500	2,500	2,500	2,500	2,500	0%
6005 Collection Fees	380	2,644	5,000	5,000	5,000	3,000	-40%
6010 Professional Services	(6,506)	-	5,000	5,000	5,000	5,000	0%
6050 Maintenance Contracts	1,520	-	-	-	-	2,000	100%
6090 Postage	20,650	26,925	25,000	25,000	25,000	28,000	12%
6130 Advertising & Public Notices	915	-	-	-	-	-	0%
6150 Printing Services	549	1,027	5,000	5,000	5,000	2,000	-60%
6170 Insurance - Liability	1,952	9,669	-	-	-	10,000	100%
6650 Memberships & Certifications	417	-	700	700	700	1,000	43%
6730 Lien Recording Fees	7,452	1,782	10,000	10,000	10,000	5,000	-50%
6770 Bank & Credit Card Fees	12,507	14,516	7,000	7,000	7,000	15,000	114%
Sub-Total Contractual Services	42,836	59,061	60,200	60,200	60,200	73,500	22%
Commodities							
7001 Office Supplies	349	300	50,000	50,000	50,000	10,000	-80%
7090 Office & Computer Equip.	2,070	-	-	-	-	2,000	100%
Sub-Total Commodities	2,419	300	50,000	50,000	50,000	12,000	-76%
Total	181,684	381,650	460,300	460,300	460,300	424,200	-8%

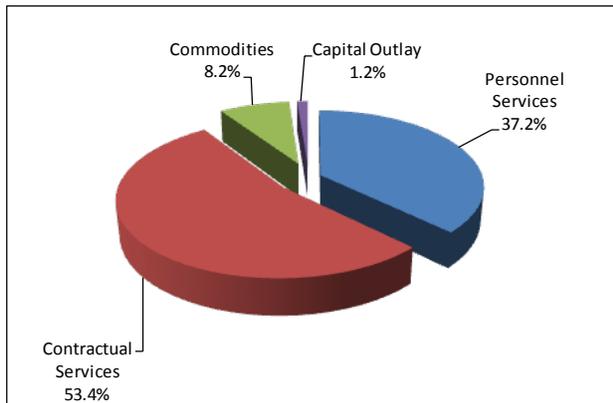
Solid Waste Operations

1. Professional Services – Decreases due to less grant matching funds needed for services.
2. Postage – Increases due to public education grant match.
3. Printing Services – Increases due to grant match and for public outreach about services.
4. Solid Waste Supplies – Increases due to need for providing more revenue-generating services.

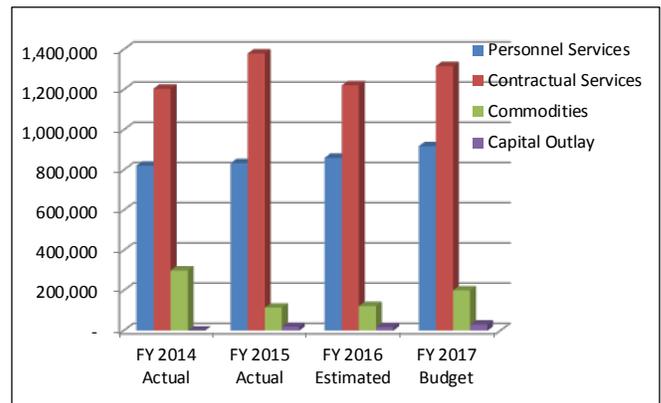
BUDGET EXPENDITURES

Operations	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	822,399	833,693	861,000	861,000	861,000	865,400	1%
Contractual Services	1,204,895	1,380,288	1,221,700	1,221,700	1,221,700	1,280,400	5%
Commodities	299,952	114,468	122,600	122,600	122,600	100,900	-18%
Capital Outlay	-	19,100	18,000	18,000	18,000	-	-100%
Total	2,327,246	2,347,549	2,223,300	2,223,300	2,223,300	2,246,700	1%

FY 2017 Budget



Expenditures Comparison





Department	Public Works and Parks
Program	Solid Waste Operations

Fund	Solid Waste
Account Number	08-40-66

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	518,890	541,919	554,000	554,000	554,000	560,000	1%
5340 Salaries - Part-Time & Temp	28,398	25,407	12,000	12,000	12,000	12,000	0%
5380 Overtime	40,259	34,389	34,000	34,000	34,000	34,000	0%
5420 Workers Compensation	49,633	40,453	44,000	44,000	44,000	40,000	-9%
5460 Medical Insurance	86,985	91,311	98,800	98,800	98,800	98,000	-1%
5660 Social Security Contributions	34,167	34,487	37,500	37,500	37,500	37,000	-1%
5740 Pension Contribution Nonunif.	56,116	56,591	72,000	72,000	72,000	75,000	4%
5900 Medicare	7,952	8,368	8,700	8,700	8,700	9,400	8%
Sub-Total Personnel Services	822,399	833,693	861,000	861,000	861,000	865,400	1%
Contractual Services							
6010 Professional Services	5,165	2,585	5,000	5,000	5,000	3,500	-30%
6050 Maintenance Contracts	-	2,145	-	-	-	2,500	100%
6070 Temporary Labor	78,901	111,638	65,000	65,000	65,000	65,000	0%
6090 Postage	3,003	4,145	4,000	4,000	4,000	9,000	125%
6120 Professional Development	879	600	1,000	1,000	1,000	1,000	0%
6150 Printing Services	4,577	5,675	6,200	6,200	6,200	17,000	174%
6160 Insurance - Property & Auto	-	-	25,000	25,000	25,000	25,000	0%
6170 Insurance - Liability	4,000	7,893	4,000	4,000	4,000	8,000	100%
6260 Electricity	3,491	3,049	2,000	2,000	2,000	3,000	50%
6270 Telephone & Pagers	1,262	3,825	3,300	3,300	3,300	4,000	21%
6360 Building Maintenance	27,397	9,785	14,000	14,000	14,000	12,000	-14%
6380 Equipment Maintenance	21,620	33,028	20,000	20,000	20,000	30,000	50%
6400 Office Equipment Maintenance	503	807	800	800	800	1,000	25%
6490 Depreciation - Rental Equipment	202,110	220,892	200,000	200,000	200,000	230,000	15%
6530 Fleet Service & Replacement ¹	390,619	468,142	453,900	453,900	453,900	421,400	-7%
6610 Staff Training	800	55	1,500	1,500	1,500	1,500	0%
6650 Membership & Certification	1,290	1,885	2,200	2,200	2,200	2,000	-9%
6660 Laundry Services	4,965	6,127	6,000	6,000	6,000	6,000	0%
6700 Misc. Operating Services	9,265	3,138	7,800	7,800	7,800	3,500	-55%
6710 Waste Dumping Fees	445,047	494,872	400,000	400,000	400,000	435,000	9%
Sub-Total Contractual Services	1,204,895	1,380,288	1,221,700	1,221,700	1,221,700	1,280,400	5%
Commodities							
7001 Office Supplies	1,818	3,260	2,000	2,000	2,000	3,000	50%
7090 Office & Computer Equipment	32,156	1,820	2,500	2,500	2,500	2,000	-20%
7210 Chemicals	3,438	2,637	3,400	3,400	3,400	3,000	-12%
7250 Solid Waste Supplies	249,127	95,077	100,000	100,000	100,000	80,000	-20%
7370 Institutional Supplies	-	1,252	1,000	1,000	1,000	1,000	0%
7490 Building Materials	72	1,008	2,000	2,000	2,000	2,000	0%
7530 Medical Supplies	501	239	900	900	900	900	0%
7570 Hardware & Hand Tools	8,985	6,406	6,000	6,000	6,000	6,000	0%
7770 Wearing Apparel	3,855	2,770	4,800	4,800	4,800	3,000	-38%
Sub-Total Commodities	299,952	114,468	122,600	122,600	122,600	100,900	-18%
Capital Outlay							
8001 Building Improvements	-	-	15,000	15,000	15,000	-	-100%
8100 Misc. Improvement	-	19,100	3,000	3,000	3,000	-	-100%
Sub-Total Capital Outlay	-	19,100	18,000	18,000	18,000	-	-100%
Total	2,327,246	2,347,549	2,223,300	2,223,300	2,223,300	2,246,700	1%

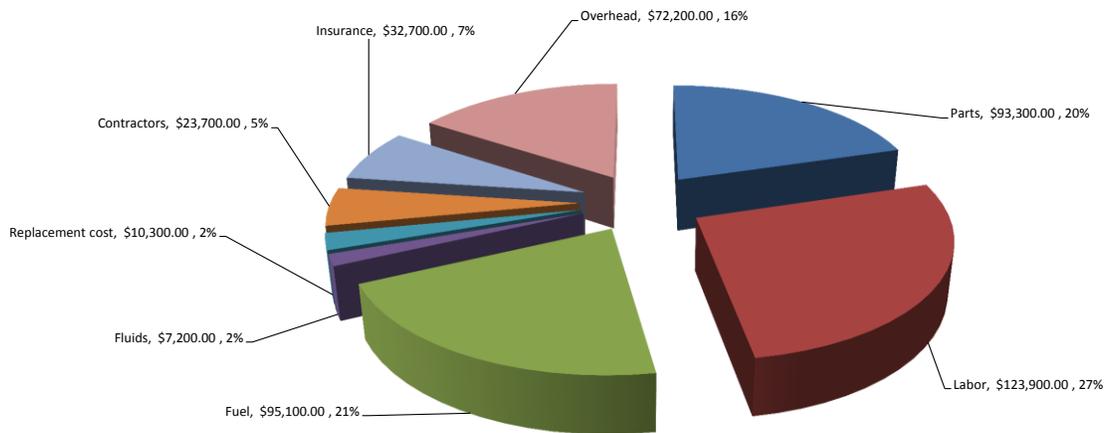


Department	Public Works and Parks
Program	Solid Waste Operations

Fund	Solid Waste
Account Number	08-40-66

¹Fleet Maintenance provides City departments with vehicles, equipment, fuel, and maintenance services. The costs for these services are allocated to the departments based on their actual usage of services such as vehicle repair parts, labor for repairs, fuel, contractor expense (if a vehicle must be sent an outside repair shop), and vehicle replacement costs. Other expenses, such as insurance and overhead, are allocated to the departments based on the % of the department's actual expense compared to all other departments' actual expense. The Solid Waste Department's allocation for these services for the 2017 budget is \$421,400. The budget allocation by expense type is shown on the pie chart below and includes the dollar amount of that type.

2017 Budget - Fleet Expense



The Solid Waste Department currently has 26 vehicles in service. The table shown below lists the category of the vehicle, the year of the vehicle, and the number of vehicles currently in service for that year:

Category	Replacement Cycle in Years
Chevy Pickup: 2004 (1)	10
Chevy Pickup: 2005 (1)	10
Chevy 1 Ton Dump Truck: 2013 (1)	10
Refuse Side Load: 2002 (1)	8
Refuse Side Load: 2003 (1)	8
Refuse Side Load: 2004 (3)	8
Refuse Side Load: 2005 (1)	8
Refuse Side Load: 2007 (2)	8
Refuse Side Load: 2010 (1)	8
Refuse Side Load: 2012 (2)	8
Refuse Side Load: 2014 (1)	8
Refuse Side Load: 2015 (1)	8
Refuse Truck/Trailer: 1996 (2)	10
Refuse Truck/Trailer: 2005 (2)	10
Truck: 2001 (1)	15
Truck: 2003 (1)	10
Truck: 2006 (1)	15
Chevy Silverado: 2013 (2)	5
Chevy Silverado: 2015 (1)	5

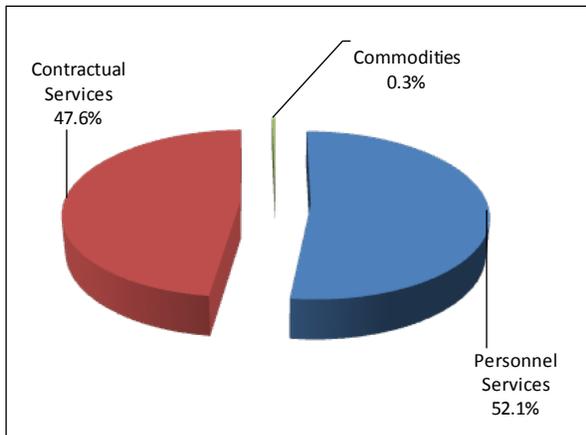
Leaf Collection

1. Temporary Labor – Increases due to more usage of temporary laborers for leaf collection and savings on the contracted work.
2. Maintenance Contracts – Increases due to contracted leaf haul-off services after offset by decreased leaf collection contractor and contracted screening service expenditures.

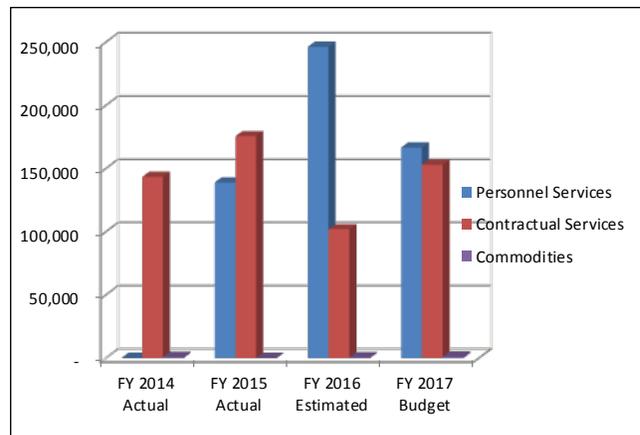
BUDGET EXPENDITURES

Leaf Collection	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	-	138,913	246,300	246,300	246,300	166,500	-32%
Contractual Services	143,244	175,437	101,900	101,900	101,900	153,000	50%
Commodities	786	-	500	500	500	1,000	100%
Total	144,030	314,350	348,700	348,700	348,700	320,500	-8%

FY 2017 Budget



Expenditures Comparison





SIGNIFICANT BUDGETARY ISSUES

1. As a result of contracted services for leaf and yard waste composting and transport, the City’s personnel in this department are available to perform the projects for street work.

FISCAL YEAR 2016 PERFORMANCE SUMMARY

Waste Tonnage:

13,888	Tons of solid waste
102	Tons of cardboard recycled
2,475	Tons of residential single stream (mixed) materials recycled
14,876	Cubic yards of yard waste recycled (3,143 tons)
7	Tons of textiles recycled (clothing, shoes, bedding, curtains, etc.)
27,220	Cubic yards of leaves collected and recycled (5,750 tons)
5	Tons of scrap tires recycled (City vehicles)
31	Tons of consumer electronics recycled
102	Tons of cardboard collected at the U City Recycling Drop-Off Center
34%	Annual average recycling rate (includes yard waste not including bulk leaves)
9,972	Total tons of recycled materials (includes yard waste, not including bulk leaves)
6,829	Tons of recycled materials (not including yard waste or bulk leaves)
5,570	Tons of bulk leaves
33	Tons of old trash and recycle carts

Solid Waste Revenue:

\$81,536	Total yard waste sticker sales
\$37,177	Mulch and compost sales
\$11,420	Total special bulk and trash collection program
\$13,486	Total recycling revenue (includes single stream, metals, textiles)
\$50,772	Total transfer station disposal fees collected

Special Projects:

1. Received an \$50,000 waste diversion grant. This money was used for purchase of equipment, education and other costs associated with increased commercial recycling. No City match was required.
2. Received a \$45,000 grant for updating and promoting the recycling drop-off area. A 10% City match is required.
3. Increased promotion of commercial solid waste service in order to increase the commercial recycling.
4. 2015 - Increased revenue from recycling by reassessing the contract with Recycling Vendor.



Department	Public Works and Parks
Program	Leaf Collection

Fund	Solid Waste
Account Number	08-40-68

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries	-	138,913	214,000	214,000	214,000	140,000	-35%
5380 Overtime	-	-	10,000	10,000	10,000	10,000	0%
5420 Workers Compensation	-	-	6,000	6,000	6,000	5,000	-17%
5660 Social Security Contributions	-	-	13,000	13,000	13,000	9,000	-31%
5900 Medicare	-	-	3,300	3,300	3,300	2,500	-24%
Sub-Total Personnel Services	-	138,913	246,300	246,300	246,300	166,500	-32%
Contractual Services							
6050 Maintenance Contracts	31,551	132,954	75,000	75,000	75,000	120,000	60%
6070 Temporary Labor	111,564	42,143	26,400	26,400	26,400	32,500	23%
6260 Electricity	130	341	500	500	500	500	0%
Sub-Total Contractual Services	143,244	175,437	101,900	101,900	101,900	153,000	50%
Commodities							
7570 Hardware & Hand Tools	786	-	500	500	500	1,000	100%
Sub-Total Commodities	786	-	500	500	500	1,000	100%
Total	144,030	314,350	348,700	348,700	348,700	320,500	-8%

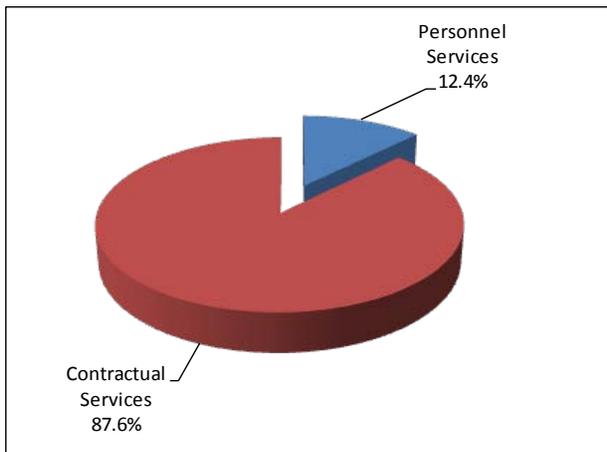
SEWER LATERAL REPAIR FUND

This program involves assessing, preparing specifications, soliciting bidders and overseeing the repair of sewer laterals from residential units of 6 units or less. The program reviews information obtained from homeowners and licensed plumbers to determine any defects and ensures the repairs are competitively bid and the sewer lateral repaired and the right-of-way restored to City specifications.

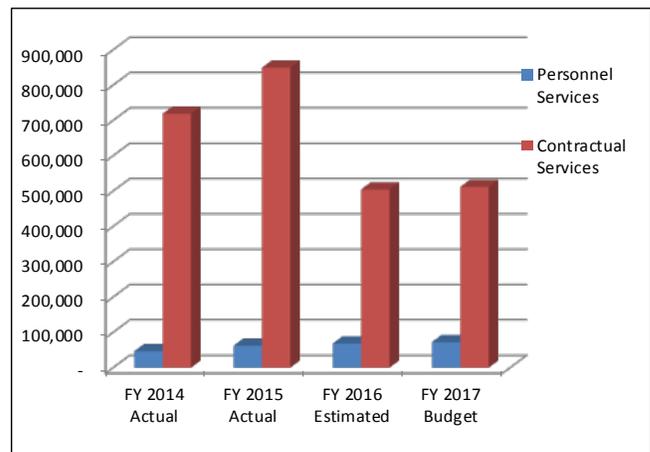
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	46,876	62,410	68,500	68,500	68,500	73,000	7%
Contractual Services	719,155	849,369	505,400	505,400	504,900	512,000	1%
Total	766,031	911,779	573,900	573,900	573,400	585,000	2%

FY 2017 Budget



Expenditures Comparison



GOALS

1. Provide quicker turnaround time on repairs.
2. Repair more sinkholes associated with lateral defects.
3. Replace more old clay traps with new cleanout while replacing laterals.
4. Perform more pipe lining on repairs that are able to be lined.
5. Continue to implement yearly contract with a contractor performing a majority of the repairs.

SIGNIFICANT CHANGES SINCE FY 2016

1. Sewer Lateral Expenses – Increases due to the trend in expenditures for repairs.

SIGNIFICANT BUDGETARY ISSUES

1. Due to aging infrastructure, the number of repairs continues to increase.

FISCAL YEAR 2016 PERFORMANCE SUMMARY

1. Program continues to use perma-liner with minimal excavation on certain sewer lateral defects.
2. Program mailed 10 notification letters to residents with defective laterals.
3. Program received 205 new applications.
4. Program approved 200 new applications.
5. Program denied five (5) applications due either tree roots, defect was under the house, or property had more than six (6) units.
6. Program had 20 additional work orders from repairs that were found to be more defective than originally scoped.
7. MSD notified the City of 10 positive lateral defects.
8. Implemented a yearly contract with one contractor performing a majority of sewer lateral repairs, has increased productivity, timely repairs, less complaints from residents, and consistency with the manner of the repairs.



Department	Public Works and Parks
Program	Sewer Lateral Repair

Fund	Sewer Lateral Repair
Account Number	05-40-82

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	32,345	46,406	55,000	55,000	55,000	56,100	2%
5420 Workers Compensation	1,303	1,771	1,600	1,600	1,600	1,600	0%
5460 Medical Insurance	7,423	7,148	7,500	7,500	7,500	7,500	0%
5660 Social Security Contributions	1,820	2,869	3,400	3,400	3,400	3,500	3%
5740 Pension Contribution Nonunif.	3,500	3,530	-	-	-	3,500	100%
5900 Medicare	424	686	1,000	1,000	1,000	800	-20%
Sub-Total Personnel Services	46,876	62,410	68,500	68,500	68,500	73,000	7%
Contractual Services							
6170 Insurance - Liability	4,000	3,400	4,000	4,000	4,000	4,000	0%
6270 Telephone & Pagers	117	170	900	900	900	1,000	11%
6450 Sewer Lateral Expenses	715,038	845,799	500,000	500,000	500,000	507,000	1%
Sub-Total Contractual Services	719,155	849,369	505,400	505,400	504,900	512,000	1%
Total	766,031	911,779	574,000	574,000	573,400	585,000	2%



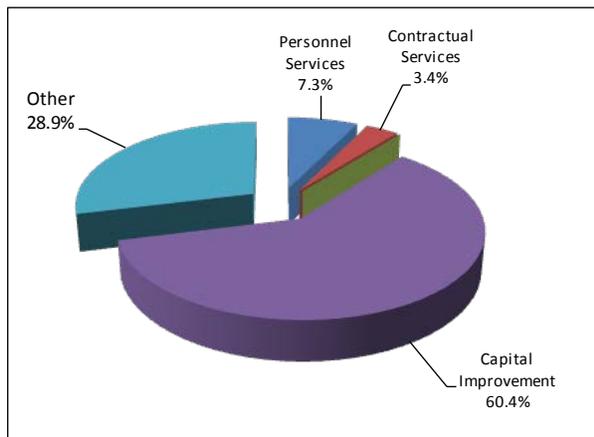
CAPITAL IMPROVEMENT SALES TAX FUND

Capital Improvement Sales Tax Fund is used to account for a revenue resource from the one-half cents Capital Improvement sales tax passed by voters in April 1996. This revenue is used to pay for an approximately of 65% of principal and interest payments on Certificates of Participation Series 2012 (COPs 2012) as well as the City's capital projects for annual infrastructure maintenance.

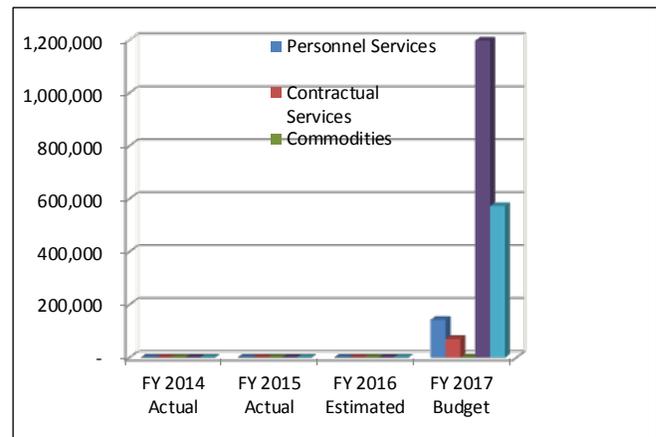
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	-	-	195,000	195,000	195,000	143,000	-27%
Contractual Service	-	-	211,800	211,800	211,800	70,200	-67%
Commodities	-	-	100,700	100,700	100,700	-	-100%
Capital Improvemer	-	-	724,300	819,000	819,000	1,197,400	46%
Other	-	-	568,000	568,000	568,000	572,400	1%
Total	-	-	1,799,800	1,894,500	1,894,500	1,983,000	5%

FY 2017 Budget



Expenditures Comparison





Department	Capital Improvement
Program	Capital Improvement

Fund	General
Account Number	12-40-90

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	-	-	170,000	170,000	170,000	143,000	-16%
5420 Workers Compensation	-	-	200	200	200	-	-100%
5460 Medical Insurance	-	-	10,000	10,000	10,000	-	-100%
5660 Social Security Contributions	-	-	10,500	10,500	10,500	-	-100%
5740 Pension Contribution Nonunif.	-	-	1,900	1,900	1,900	-	-100%
5900 Medicare	-	-	2,400	2,400	2,400	-	-100%
Sub-Total Personnel Services	-	-	195,000	195,000	195,000	143,000	-27%
Contractual Services							
6010 Professional Services	-	-	3,000	3,000	3,000	-	-100%
6530 Fleet Service & Replacement	-	-	208,800	208,800	208,800	70,200	-66%
Sub-Total Contractual Services	-	-	211,800	211,800	211,800	70,200	-67%
Commodities							
7170 Asphalt Products	-	-	39,600	39,600	39,600	-	-100%
7290 Concrete & Clay Products	-	-	8,900	8,900	8,900	-	-100%
7490 Building Materials	-	-	5,900	5,900	5,900	-	-100%
7810 Sign Supplies	-	-	46,300	46,300	46,300	-	-100%
Sub-Total Commodities	-	-	100,700	100,700	100,700	-	-100%
Capital Outlay							
8040 Bridge Construction	-	-	10,000	39,000	39,000	430,400	4204%
8060 Curbs and Sidewalks	-	-	380,000	422,200	422,200	400,000	5%
8080 Street Construction	-	-	152,000	175,500	175,500	300,000	97%
8100 Misc. Improvement	-	-	175,300	175,300	175,300	67,000	-62%
8180 Office Furniture & Equip.	-	-	7,000	7,000	7,000	-	-100%
Sub-Total Capital Outlay	-	-	724,300	819,000	819,000	1,197,400	65%
Other							
9150 Debt Service - Principal	-	-	529,000	529,000	529,000	538,000	2%
9200 Debt Service - Interest	-	-	39,000	39,000	39,000	34,400	-12%
Sub-Total Other	-	-	568,000	568,000	568,000	572,400	1%
Total	-	-	1,799,800	1,894,500	1,894,500	1,983,000	10%



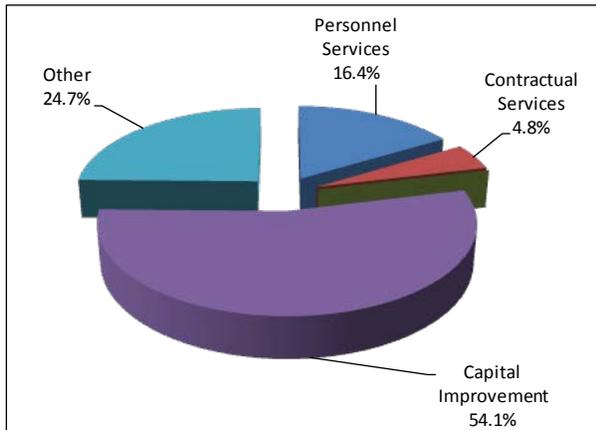
PARK AND STORM WATER SALES TAX FUND

Parks Sales Tax Fund is used to account for a revenue resource from the one-half cent parks sales tax passed by voters in November 2001. All parks and recreation activity is tracked in this fund. The remaining of principal and interest payments on Certificates of Participation Series 2012, approximately 35% is made from revenue generated within this fund.

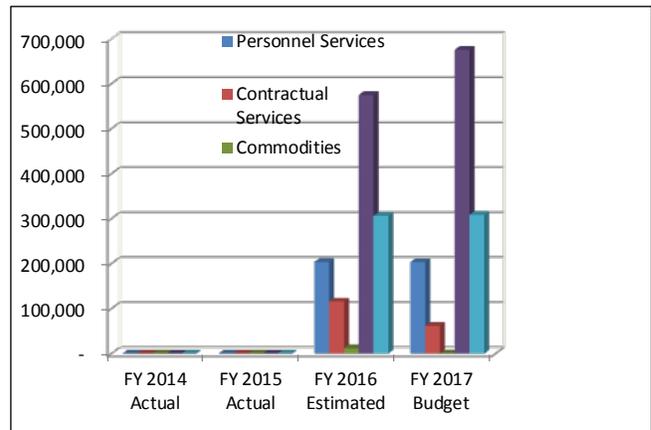
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	-	-	204,000	204,000	204,000	203,600	0%
Contractual Services	-	-	115,600	115,600	115,600	61,600	-47%
Commodities	-	-	12,000	12,000	12,000	-	-100%
Capital Improvement	-	-	385,000	574,900	574,900	675,500	17%
Other	-	-	305,900	305,900	305,900	308,600	1%
Total	-	-	1,022,500	1,212,400	1,212,400	1,249,300	3%

FY 2017 Budget



Expenditures Comparison





Department	Parks Sales Tax
Program	Parks Sales Tax

Fund	General
Account Number	14-40-90

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	-	-	175,000	175,000	175,000	190,000	9%
5420 Workers Compensation	-	-	200	200	200	-	-100%
5460 Medical Insurance	-	-	12,000	12,000	12,000	-	-100%
5660 Social Security Contributions	-	-	10,800	10,800	10,800	10,000	-7%
5740 Pension Contribution Nonunif.	-	-	3,400	3,400	3,400	-	-100%
5900 Medicare	-	-	2,600	2,600	2,600	3,600	38%
Sub-Total Personnel Services	-	-	204,000	204,000	204,000	203,600	0%
Contractual Services							
6010 Professional Services	-	-	5,000	5,000	5,000	-	-100%
6330 Decorative Street Lights	-	-	18,800	18,800	18,800	18,000	-4%
6530 Fleet Service & Replacement	-	-	91,800	91,800	91,800	43,600	-53%
Sub-Total Contractual Services	-	-	115,600	115,600	115,600	61,600	-47%
Commodities							
7001 Office Supplies	-	-	12,000	12,000	12,000	-	-100%
Sub-Total Commodities	-	-	12,000	12,000	12,000	-	-100%
Capital Outlay							
8010 Parks Improvement	-	-	380,000	569,900	569,900	675,500	78%
8180 Office Furniture & Equip.	-	-	5,000	5,000	5,000	-	-100%
Sub-Total Capital Outlay	-	-	385,000	574,900	574,900	675,500	75%
Other							
9150 Debt Service - Principal	-	-	284,900	284,900	284,900	290,000	2%
9200 Debt Service - Interest	-	-	21,000	21,000	21,000	18,600	-11%
Sub-Total Other	-	-	305,900	305,900	305,900	308,600	1%
Total	-	-	1,022,500	1,212,400	1,212,400	1,249,300	22%

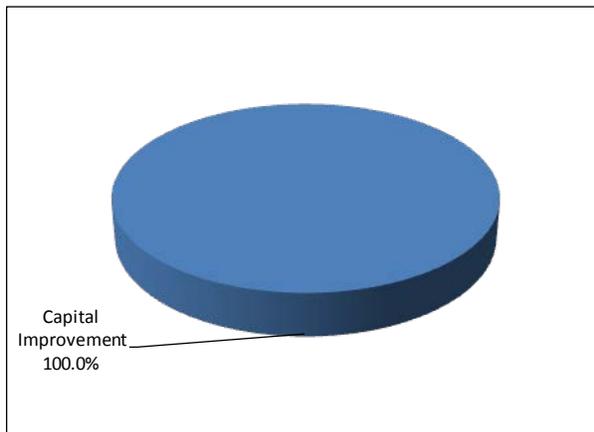
PUBLIC WORKS AND PARKS GRANTS

This program provides for various Public Works and Parks Grants. The number and amount of grants will fluctuate from year to year.

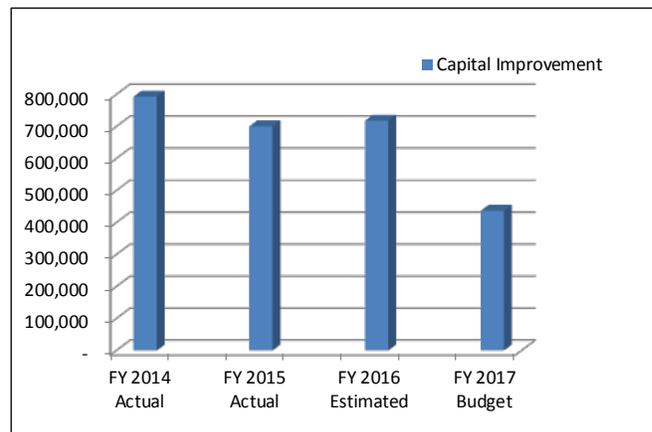
BUDGET EXPENDITURES

Public Works Grants	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Capital Improvement	700,722	1,432,566	436,900	436,900	436,900	1,711,600	392%
Total	700,722	1,432,566	436,900	436,900	436,900	1,711,600	61%

FY 2017 Budget



Expenditures Comparison



Use of Funds

Fogerty Park Improvement	\$525,000
Forsyth Improvement	16,000
Kingsland Avenue Bridge	1,095,600
Sidewalk and Curb Maintenance (CDBG)	75,000
	<u>\$1,711,600</u>



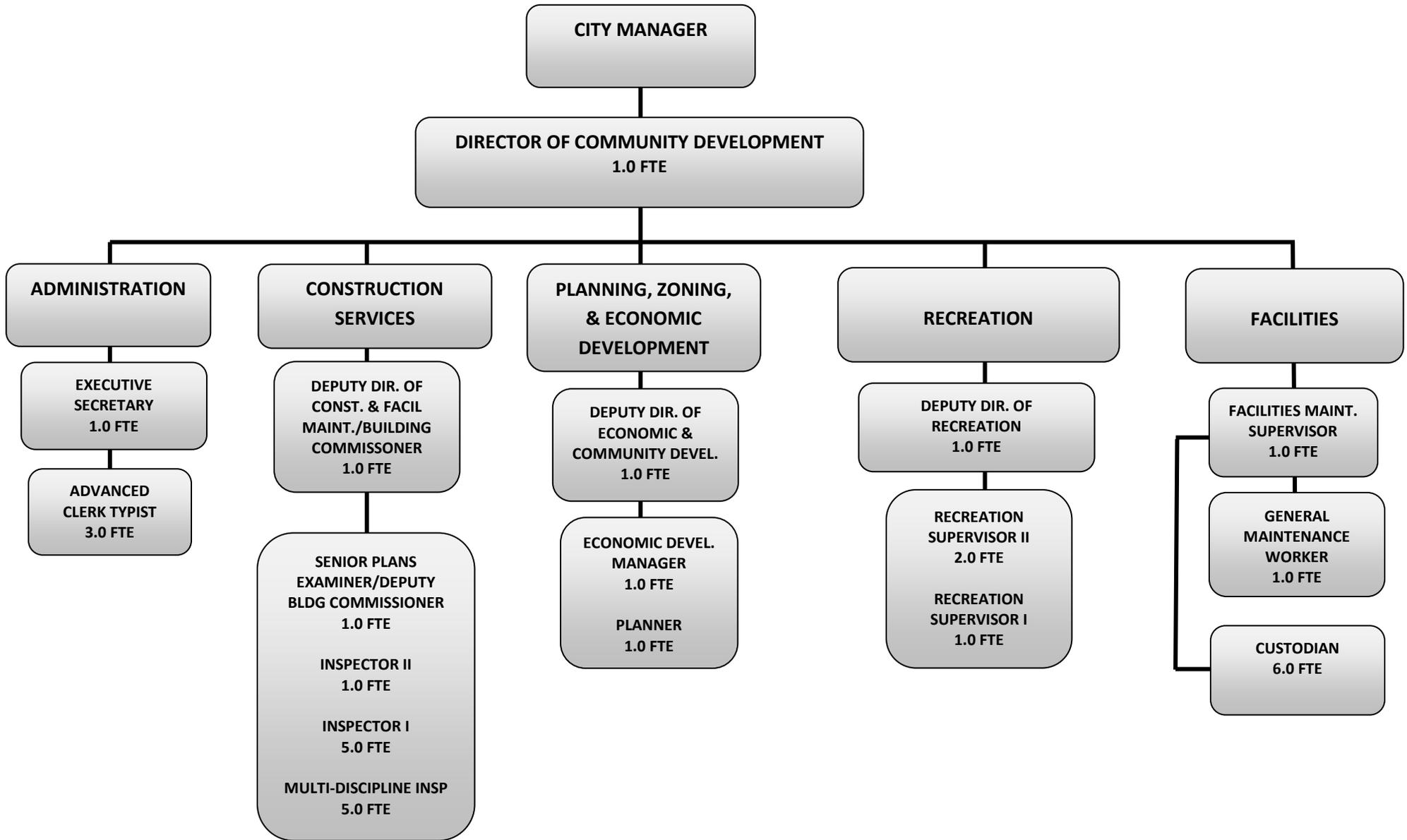
Department	Grants
Program	Public Works Grants

Fund	Grants
Account Number	22-40-95

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Contractual Services							
6010 Professional Services	36,694	1,268	1,000	1,000	1,000	-	-100%
6070 Temporary Labor	1,515	-	6,900	6,900	6,900	-	-100%
6090 Postage	-	4,642	4,000	4,000	4,000	-	-100%
6150 Printing Services	2,521	5,243	-	-	-	-	0%
Sub-Total Contractual Services	40,729	11,153	11,900	11,900	11,900	-	-100%
Commodities							
7250 Solid Waste Supplies	431	1,105	36,000	36,000	36,000	-	-100%
7570 Hardware & Hand Tools	36	-	-	-	-	-	0%
Sub-Total Commodities	467	1,105	36,000	36,000	36,000	-	-100%
Capital Improvement							
8010 Parks Improvement	101,250	846,493	-	-	-	525,000	100%
8040 Bridge Construction	20,035	355,717	-	-	-	1,095,600	100%
8060 Curbs, Sidewalk & Alleys	-	120,288	269,000	269,000	269,000	75,000	-72%
8080 Street Construction	-	-	120,000	120,000	120,000	16,000	-87%
8100 Misc. Improvements	538,241	97,811	-	-	-	-	0%
Sub-Total Capital Improvement	659,526	1,420,308	389,000	389,000	389,000	1,711,600	340%
Total	700,722	1,432,566	436,900	436,900	436,900	1,711,600	292%



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The Community Development Department is responsible for a wide range of functions related to community change, enhancement and preservation. Areas of responsibility include planning and zoning, building inspection and plan review, recreation services, and economic development. The Department also oversees the maintenance and operation of City-owned buildings and the municipal-owned parking garage located in the Delmar Loop. Together, these interrelated functions help ensure that University City is the most attractive and livable community in the region.

The Department provides staff support for eleven (11) boards, commissions, and authorities that serve in an advisory capacity to City Council or City staff. These bodies are comprised of citizens who participate in University City processes as per the enabling Charter or ordinance, and help shape public policy. City Plan Commission, the Historic Preservation Commission, the Land Clearance Redevelopment Authority, the Industrial Development Authority, the Tax Increment Financing Commission, the Board of Adjustment, the Infill Review Board, the Board of Appeals, the Economic Development Retail Sales Tax Board, the Parks Commission, and the Municipal Commission on Arts and Letters are supported by staff from the Department.

Community Development Department Services are offered in four Divisions:

- (1) Administration
- (2) Construction Services and Facilities Maintenance
 - a. Building Permits & Inspections
 - b. Property Maintenance & Housing
- (3) Recreation
 - a. Community Center
 - b. Aquatics
 - c. Centennial Commons
- (4) Planning & Zoning, and Economic Development.

Mission Statement

The Community Development Department is committed to providing high quality, equitable and efficient services to enhance University City's livability, in keeping with community values and vision.



COMMUNITY DEVELOPMENT

PERSONNEL SUMMARY

Full-Time

	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
Community Development Personnel			
<i>Community Development Operations</i>			
Director of Community Development	1.0	1.0	1.0
Deputy Director of Construction & Facilities Maintenance	1.0	1.0	1.0
Deputy Director of Economic & Community Development	1.0	1.0	1.0
Senior Plans Examiner/Deputy Building Commissioner	1.0	1.0	1.0
Planner	1.0	1.0	1.0
Multi-Discipline Inspector	5.0	5.0	5.0
Inspector II	1.0	1.0	1.0
Inspector I	5.0	5.0	5.0
Executive Secretary to Department Director	1.0	1.0	1.0
Advanced Clerk Typist	3.0	3.0	3.0
<i>Community Development Operations Personnel Total</i>	20.0	20.0	20.0
<i>Facilities Maintenance</i>			
Facilities Maintenance Supervisor	1.0	1.0	1.0
Custodian	5.0	6.0	6.0
General Maintenance Worker	1.0	1.0	1.0
<i>Facilities Maintenance Personnel Total</i>	7.0	8.0	8.0
<i>Recreation</i>			
Deputy Director of Recreation	1.0	1.0	1.0
Golf Manager	1.0	-	-
Recreation Supervisor II	1.0	1.0	1.0
Recreation Supervisor I	2.0	2.0	2.0
<i>Recreation Personnel Total</i>	5.0	4.0	4.0
<i>Economic Development</i>			
Economic Development Manager	1.0	1.0	1.0
<i>Economic Development Personnel Total</i>	1.0	1.0	1.0
Community Development Personnel Total	33.0	33.0	33.0



COMMUNITY DEVELOPMENT

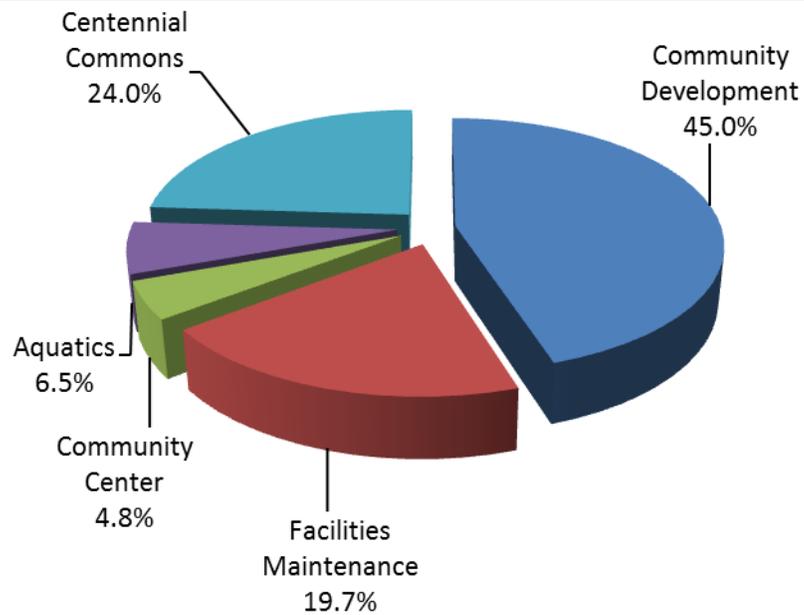
Part-Time

	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
Community Development Personnel			
<i>Community Development Operations</i>			
Advanced Clerk Typist	0.5	0.5	0.5
<i>Community Development Operations Personnel Total</i>	0.5	0.5	0.5
<i>Recreation</i>			
Custodian	0.8	0.8	0.8
Recreation Supervisor	1.3	1.3	1.3
Camp Manager	0.2	0.2	0.2
Pool Manager	0.4	0.4	0.4
Assistant Pool Manager	0.5	0.5	0.5
Recreation Specialist III	1.4	1.4	1.4
Recreation Specialist II	11.4	11.4	11.4
Recreation Specialist I	6.7	6.7	6.7
Park Attendant	0.2	0.2	0.2
Lifeguards	4.5	4.5	4.5
Cashier	1.1	1.1	1.1
<i>Recreation Personnel Total</i>	28.5	28.5	28.5
Community Development Personnel Total	29.0	29.0	29.0

PROGRAM AS A PERCENTAGE OF DEPARTMENT OF BUDGET

Program	Personnel	Contractual	Commodities	Capital	Total
Community Development	1,546,000	260,300	14,700	-	1,821,000
Facilities Maintenance	443,600	320,300	21,500	10,000	795,400
Community Center	111,100	54,400	10,000	18,000	193,500
Aquatics	138,400	85,000	30,700	10,000	264,100
Centennial Commons	591,600	334,800	29,000	15,000	970,400
Total	2,830,700	1,054,800	105,900	53,000	4,044,400

Expenditure Pie Chart



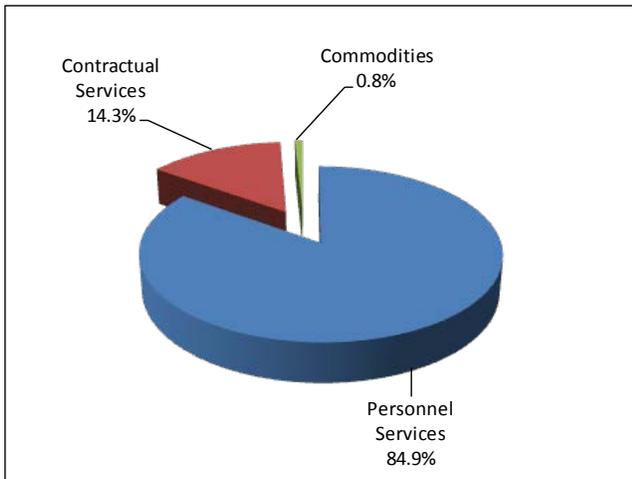
ADMINISTRATION

The Administrative Division directs the Department’s work plan to ensure that it achieves community goals and objectives. Specific task areas include support services for construction services, customer service activities, and general clerical and office management work. The Community Development Director supervises the day-to-day activities of the department, and reports to the City Manager.

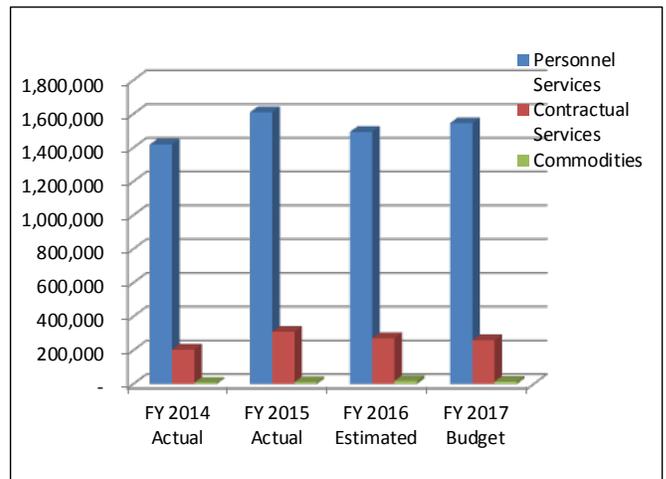
BUDGET EXPENDITURES

Administration	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	1,419,908	1,610,491	1,494,300	1,494,300	1,494,300	1,546,000	3%
Contractual Services	204,880	310,675	266,500	266,500	272,100	260,300	-2%
Commodities	8,560	11,692	17,700	17,700	18,700	14,700	-17%
Total	1,633,348	1,932,858	1,778,500	1,778,500	1,785,100	1,821,000	2%

FY 2017 Budget



Expenditures Comparison



GOALS

1. To maintain excellent customer service; to continue to be respectful public servants who are responsive to the diverse needs and customers of our department.
2. To maintain expedient permit processing and inspection scheduling time.
3. To continue to streamline the permitting processes; improve online opportunities for scheduling and project tracking.
4. To continue to improve reporting systems for finance and inspections.
5. To continue to improve facility scheduling for City Hall events.
6. To improve clerical support for professional staff.

FISCAL YEAR 2016 PERFORMANCE SUMMARY

- Over the past year, the Administrative Division reorganized to improve workflow efficiencies relating to permit processing and inspection scheduling.
- Staff continues to improve response time for incoming telephone calls.
- Staff improved several interdepartmental procedures, including better division of duties and cross training.



Department	Community Development
Program	Community Development

Fund	General
Account Number	01-45-40

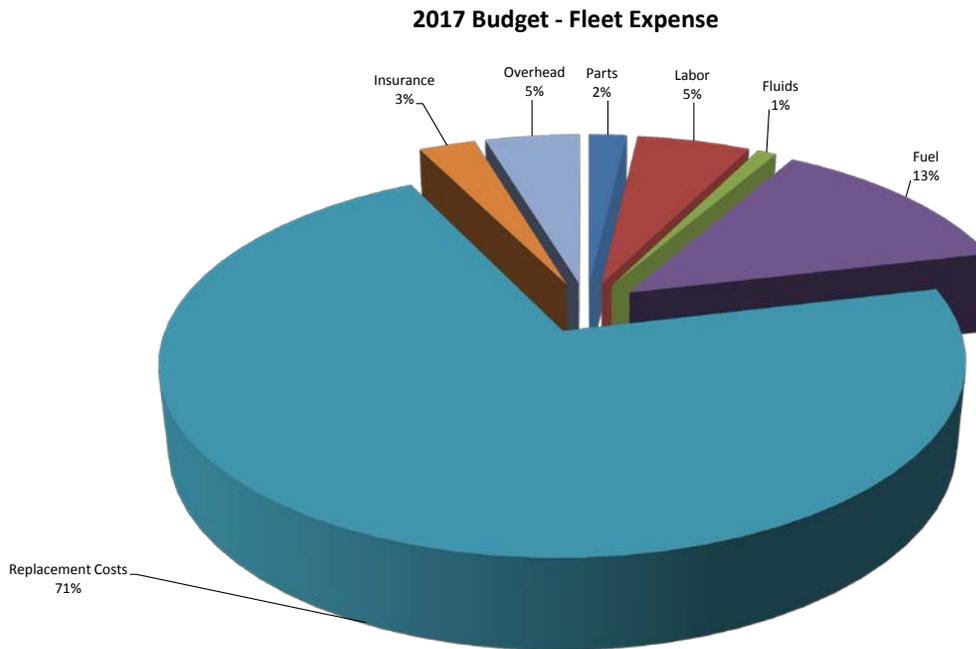
	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	1,024,317	1,037,373	1,080,000	1,080,000	1,080,000	1,105,000	2%
5340 Salaries - Part-time & Temp	1,991	-	2,000	2,000	2,000	2,000	0%
5380 Overtime	2,775	2,585	4,300	4,300	4,300	4,500	5%
5420 Workers Compensation	34,576	28,875	35,000	35,000	35,000	38,000	9%
5460 Medical Insurance	173,767	165,495	170,000	170,000	170,000	180,000	6%
5660 Social Security Contributions	58,536	59,323	67,000	67,000	67,000	70,000	4%
5740 Pension Contribution Nonunif.	109,053	302,276	120,000	120,000	120,000	130,000	8%
5900 Medicare	13,651	14,564	16,000	16,000	16,000	16,500	3%
Sub-Total Personnel Services	1,419,908	1,610,491	1,494,300	1,494,300	1,494,300	1,546,000	3%
Contractual Services							
6010 Professional Services	49,679	76,047	50,000	50,000	50,000	35,000	-30%
6020 Legal Services	-	-	7,500	7,500	7,500	7,500	0%
6050 Maintenance Contracts	45,041	120,127	62,200	62,200	62,200	82,200	32%
6070 Temporary Labor	-	-	8,000	8,000	8,000	1,500	-81%
6090 Postage	1,346	-	4,000	4,000	4,000	3,000	-25%
6110 Mileage Reimbursement	22,157	25,504	22,400	22,400	22,000	20,000	-11%
6120 Professional Development	1,989	2,372	6,000	6,000	6,000	6,000	0%
6130 Advertising & Public Notices	1,581	661	2,000	2,000	2,000	2,000	0%
6150 Printing Services	812	1,221	4,000	4,000	4,000	4,000	0%
6170 Insurance - Liability	4,000	3,800	4,000	4,000	4,000	4,000	0%
6270 Telephone & Pagers	18,738	15,350	15,000	15,000	15,000	15,000	0%
6400 Office Equipment Maintenance	10,919	12,980	13,000	13,000	13,000	13,000	0%
6510 Demolition & Board Up	8,800	16,600	20,000	20,000	20,000	20,000	0%
6530 Fleet Service & Replacement ¹	15,961	15,691	9,100	9,100	9,100	10,800	19%
6600 Tuition Reimbursement	-	-	-	-	-	500	100%
6610 Staff Training	3,748	5,346	7,300	7,300	7,300	7,300	0%
6650 Membership & Certification	4,065	2,267	6,400	6,400	6,400	6,400	0%
6700 Misc. Operating Services	5,785	(2,332)	6,000	6,000	12,000	8,000	33%
6730 Lien Recording Fees	74	75	100	100	100	100	0%
6770 Bank & Credit Card Fees	14,030	14,966	14,000	14,000	14,000	14,000	0%
Sub-Total Contractual Services	204,880	310,675	266,500	266,500	272,100	260,300	-2%
Commodities							
7001 Office Supplies	3,728	3,972	7,000	7,000	7,000	5,000	-29%
7050 Publications	1,484	2,306	2,000	2,000	3,000	3,000	50%
7090 Office & Computer Equip.	692	1,382	3,000	3,000	3,000	2,000	-33%
7330 Food	855	1,074	600	600	600	600	0%
7570 Hardware & Hand Tools	1,099	2,007	2,000	2,000	2,000	2,000	0%
7770 Wearing Apparel	703	951	2,100	2,100	2,100	2,100	0%
Sub-Total Commodities	8,560	11,692	17,700	17,700	18,700	14,700	-17%
Total	1,633,348	1,932,858	1,778,500	1,778,500	1,785,100	1,821,000	2%



Department	Community Development
Program	Community Development

Fund	General
Account Number	01-45-40

¹Fleet Maintenance provides City departments with vehicles, equipment, fuel, and maintenance services. The costs for these services are allocated to the departments based on their actual usage of services such as vehicle repair parts, labor for repairs, fuel, contractor expense (if a vehicle must be sent to an outside repair shop), and vehicle replacement costs. Other expenses, such as insurance and overhead, are allocated to the departments based on the % of the department's actual expense compared to all other departments' actual expense. The Community Development Department's allocation for these services for the 2017 budget is \$10,800. The budget allocation by expense type is shown on the pie chart below and includes the dollar amount of that type.



The Community Department currently has 4 vehicles in service. The table shown below lists the category of the vehicle, the year of the vehicle, and the number of vehicles currently in service for that year:

Category	Replacement Cycle in Years
Chevy 3500 Dog Catcher Body: 2000 (1)	12
Silverado Pickup: 2005 (1)	10
Chevy Silver Sedan: 2005 (1)	5
Chevy Truck: 2013 (1)	10

CONSTRUCTION SERVICES AND FACILITIES MAINTENANCE

Construction Services

The Construction Services Division facilitates the construction of development projects and ensures compliance with building, mechanical, plumbing, electrical and property maintenance codes. Specific task areas include building plan review, permitting and inspections and occupancy permitting and inspections. The division also identifies, investigates and responds to complaints concerning property maintenance, environmental and animal control issues.

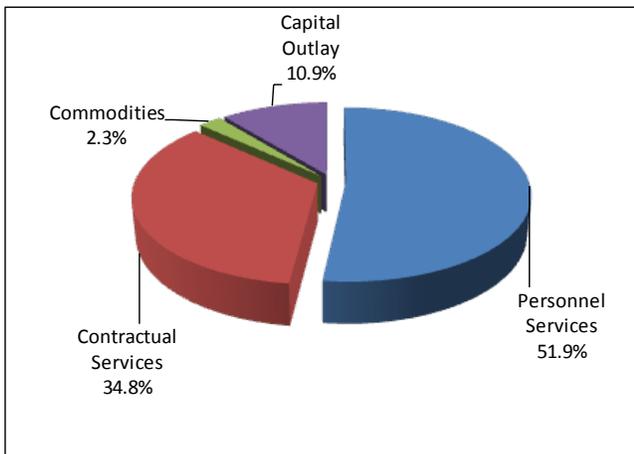
Facilities Maintenance

The Facilities Maintenance Division ensures the proper maintenance and operation of various City-owned buildings and facilities, such as City Hall and the parking garage. This division identifies, investigates, and responds to complaints concerning the building. It also is responsible for coordinating and setting up meeting space in various City-owned buildings and facilities.

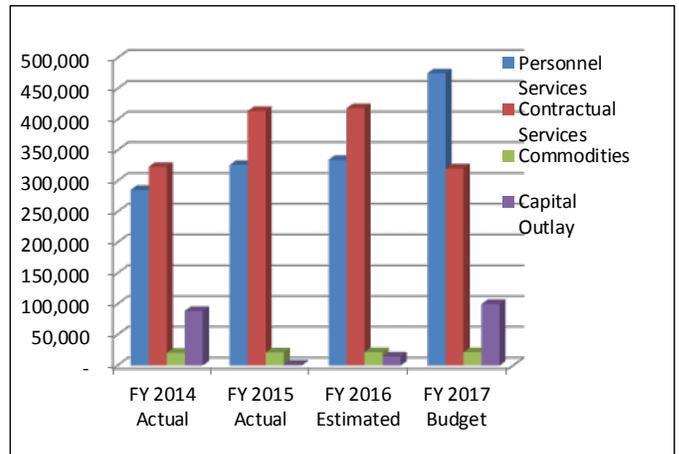
BUDGET EXPENDITURES

Construction Services and Facilities Maintenance	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	285,654	326,068	334,400	334,400	334,400	443,600	33%
Contractual Services	323,038	413,912	390,500	390,500	418,500	320,300	-18%
Commodities	20,519	21,135	22,700	22,700	21,800	21,500	-5%
Capital Outlay	88,733	1,855	15,000	15,000	15,000	10,000	-33%
Total	717,943	762,971	762,600	762,600	789,700	795,400	4%

FY 2017 Budget



Expenditures Comparison



GOALS

1. To continue to preserve the safety and quality of residential and commercial neighborhoods through consistent and sound code enforcement.
2. To administer standards and codes in a balanced, consistent, efficient, professional and timely manner.
3. To continue to improve inspection scheduling and convenience options for the public and contractors.
4. To increase the number of professional certifications held by property maintenance and construction inspectors.
5. To continue education efforts on property maintenance issues, environmental nuisances and animal control.
6. To continue to be proactive with facility repair and improvements to City-owned buildings.
7. To adopt the 2016 building and property maintenance codes.
8. To continue to review national and international codes and recommend additional areas for update.
9. To continue to cross-train staff and synthesize processes. Improve staff knowledge and skills where appropriate.
10. To continue to implement technology initiatives to provide better access to project information and permits.

FISCAL YEAR 2016 PERFORMANCE SUMMARY

- Staff continued to provide technology enhancements to MyGov, the City's online permitting system.
- Staff continued to conduct exterior inspections, perform animal control duties, tow derelict vehicles from private property, and administer the building and property maintenance codes, including permitting and inspections. Environmental inspections (i.e. excessive vegetation, tall grass, litter, etc.) were also conducted. A blitz of Olive Boulevard commercial areas was performed.
- Staff continued to monitor the Nuisance Hotline for property maintenance nuisances.
- Staff continued to increase the number of professional certifications in the building and property maintenance industries. These certifications assist in the City's Insurance Services Office (ISO) rating.
- Staff responded to significant repair work at City facilities, such as the sewer and boiler.
- Staff issued a Request for Qualifications for a Police Department Facility Space Needs analysis; provided project oversight and management.



COMMUNITY DEVELOPMENT

PERFORMANCE MEASUREMENTS

	FY2014 Actual	FY2015 Actual	FY2016 Projected	FY2017 Budget
Property Maintenance Inspections¹				
Inspections and Re-inspections	12,909	13,000	13,000	13,000
Commercial inspections	150	150	150	150
Inspection of building exteriors	1,200	1,200	1,000	1,000
Construction inspections	12,900	13,000	13,000	13,000
Building and Occupancy Permits²				
Building/Plumbing/Mechanical Permits	3,825	3,850	4,000	4,000
Electrical permits issued	1,210	1,250	1,500	1,500
Residential occupancy permits/amendments	4,225	4,225	4,225	4,300
Commercial occupancy permits issued	110	110	130	130
Vacant building registrations	115	115	120	120
Environmental inspections	9,080	9,000	9,000	9,000
Facilities Maintenance Calls (minor, custodial, heating, air conditioning, plumbing and electrical)	4,500	4,500	4,500	4,500

¹The reporting mechanism was changed mid-year with the installation of new permitting and inspection software. The change may skew reporting data for FY 11.

²Community Development enforced the requirements of the municipal code, when violations were not corrected court action followed. Please note that revenue generated by courts, as the result of construction and property maintenance violations is not attributed to revenue generated by the Community Development Department. It is included in the Municipal Court revenue.



Department	Community Development
Program	Facilities Maintenance

Fund	General
Account Number	01-45-36

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	203,567	205,409	230,000	230,000	230,000	315,300	37%
5380 Overtime	3,152	1,370	3,000	3,000	3,000	3,000	0%
5420 Workers Compensation	7,093	5,879	7,500	7,500	7,500	7,500	0%
5460 Medical Insurance	35,117	44,096	45,000	45,000	45,000	55,000	22%
5660 Social Security Contributions	12,124	11,727	14,500	14,500	14,500	21,700	50%
5740 Pension Contribution Nonunif.	21,767	54,751	31,000	31,000	31,000	36,000	16%
5900 Medicare	2,833	2,836	3,400	3,400	3,400	5,100	50%
Sub-Total Personnel Services	285,654	326,068	334,400	334,400	334,400	443,600	33%
Contractual Services							
6010 Professional Services	6,402	137,499	50,000	50,000	100,000	50,000	0%
6050 Maintenance Contracts	45,888	35,720	50,000	50,000	50,000	35,000	-30%
6070 Temporary Labor	-	-	-	-	1,800	1,500	100%
6160 Insurance - Property & Auto	78,600	65,920	80,000	80,000	80,000	65,000	-19%
6170 Insurance - Liability	4,000	3,600	4,000	4,000	4,000	3,600	-10%
6250 Natural Gas	26,279	26,093	26,000	26,000	15,000	20,000	-23%
6260 Electricity	81,839	79,155	84,000	84,000	80,000	80,000	-5%
6270 Telephone & Pagers	-	999	600	600	1,000	1,000	67%
6280 Water	20,919	9,387	27,000	27,000	17,000	10,000	-63%
6290 Sewer	16,094	9,805	20,000	20,000	20,000	10,000	-50%
6360 Building Maintenance	15,011	10,731	20,000	20,000	20,000	15,000	-25%
6380 Equipment Maintenance	25,373	30,391	25,000	25,000	25,000	25,000	0%
6610 Staff Training	40	798	200	200	200	500	150%
6640 Exterminations	1,124	699	1,200	1,200	1,200	1,200	0%
6660 Laundry Services	1,469	3,114	2,500	2,500	3,300	2,500	0%
Sub-Total Contractual Services	323,038	413,912	390,500	390,500	418,500	320,300	-18%
Commodities							
7001 Office Supplies	196	160	300	300	300	400	33%
7210 Chemicals	1,243	153	1,500	1,500	700	700	-53%
7370 Institutional Supplies	11,952	13,791	12,000	12,000	12,000	12,000	0%
7490 Building Materials	2,770	2,412	2,800	2,800	2,800	2,800	0%
7530 Medical Supplies	-	-	100	100	-	200	100%
7570 Hardware & Hand Tools	3,847	4,515	5,000	5,000	5,000	5,000	0%
7610 Fuel, Oil, & Lubricants	263	105	500	500	500	400	-20%
7810 Sign Supplies	248	-	500	500	500	-	-100%
Sub-Total Commodities	20,519	21,135	22,700	22,700	21,800	21,500	-5%
Capital Outlay							
8001 Building Improvements	47,927	-	10,000	10,000	10,000	10,000	0%
8100 Misc. Improvements	40,806	1,855	5,000	5,000	5,000	-	-100%
Sub-Total Capital Outlay	88,733	1,855	15,000	15,000	15,000	10,000	-33%
Total	717,943	762,971	762,600	762,600	789,700	795,400	4%

RECREATION

The Recreation Division includes:

- (1) Heman Park Community Center
- (2) Aquatics Programs
- (3) Centennial Commons Recreation Center

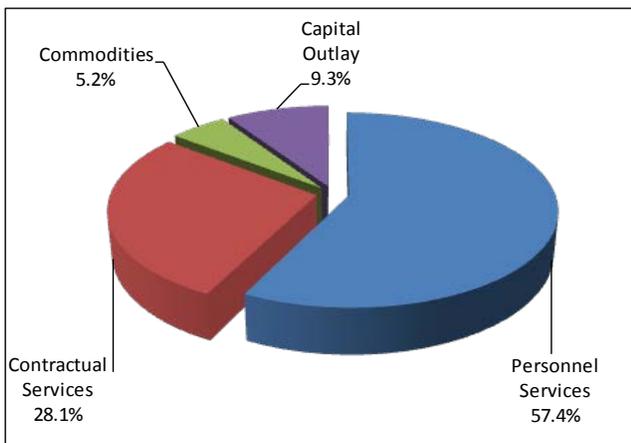
Heman Park Community Center

The Heman Park Community Center provides space for meetings and activities for City Boards and Commissions and other agencies, organizations, and private groups on a rental basis. Weekend rentals are primarily used for special occasions such as birthday, graduation, retirement, and anniversary parties, and wedding receptions. Rental of the community center is available to both residents and non-residents. In 2016, Mid-East Area Agency on Aging relocated from Centennial Commons to Heman Park Community Center and utilizes the facility weekdays to provide lunch and activities for our area’s older adult population.

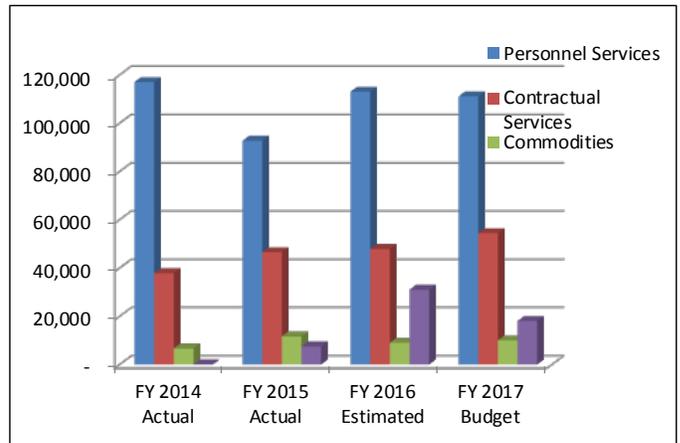
BUDGET EXPENDITURES

Community Center	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	117,018	92,670	113,000	113,000	113,000	111,100	-2%
Contractual Services	37,850	46,531	53,500	53,500	47,900	54,400	2%
Commodities	6,645	11,661	9,000	9,000	9,000	10,000	11%
Capital Outlay	-	7,507	6,000	6,000	31,000	18,000	200%
Total	161,513	158,369	181,500	181,500	200,900	193,500	7%

FY 2017 Budget



Expenditures Comparison



GOALS

1. To increase facility rentals (for example, business meetings, repasts, etc.) during weekday business hours.
2. To increase marketing and promotion efforts (for example, develop web page for facility; highlighting various event decorating styles, introduce facility as part of Family Reunion Reservation Package, etc.)
3. To improve the physical appearance of the facility; improve maintenance.
4. To develop a plan for the long-term use of the facility.

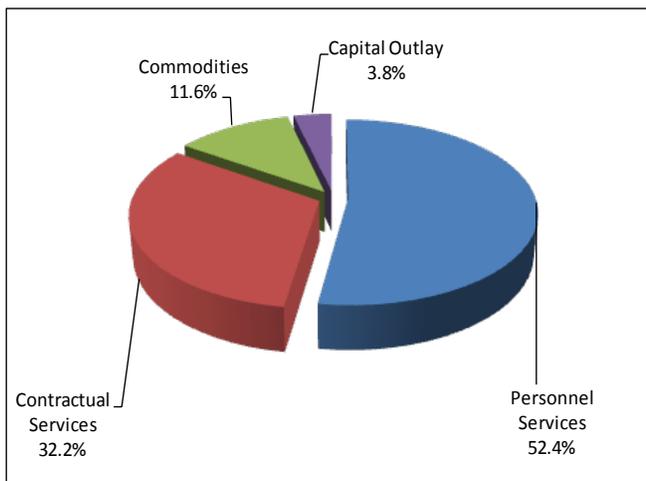
Aquatics Programs

The Recreation division operates the Heman Park municipal swimming pool during the summer months, and the public swimming program offered at the University City High School Natatorium throughout the fall and winter. Heman Park municipal pool offers public swim, group and private swim instruction, lifeguard training, morning lap swim, concessions, and other aquatic recreational programs.

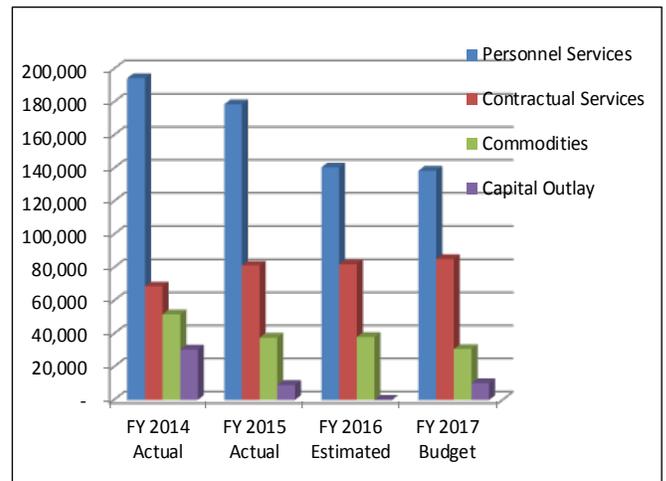
BUDGET EXPENDITURES

Aquatics	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	194,258	178,530	140,400	140,400	140,400	138,400	-1%
Contractual Services	68,553	81,146	80,300	80,300	81,900	85,000	6%
Commodities	51,630	37,600	38,000	38,000	38,000	30,700	-19%
Capital Outlay	30,403	8,976	-	-	-	10,000	100%
Total	344,844	306,251	258,700	258,700	260,300	264,100	2%

FY 2017 Budget



Expenditures Comparison





GOALS

1. To provide additional family friendly activities such as Adult/Family swim weekday hours, Friday Night Family Fun event, and more.
2. To increase programs offerings such as Saturday Aqua Zumba, Basic Kayaking, Water Polo for beginners, and more.
3. To increase marketing efforts for Heman Park pool and the Natatorium.
4. To continue to implement task force recommendations, where appropriate, for the physical needs of the Natatorium and the Heman Park pool.
5. To identify opportunities to develop partnerships with other communities for reciprocal pool use.

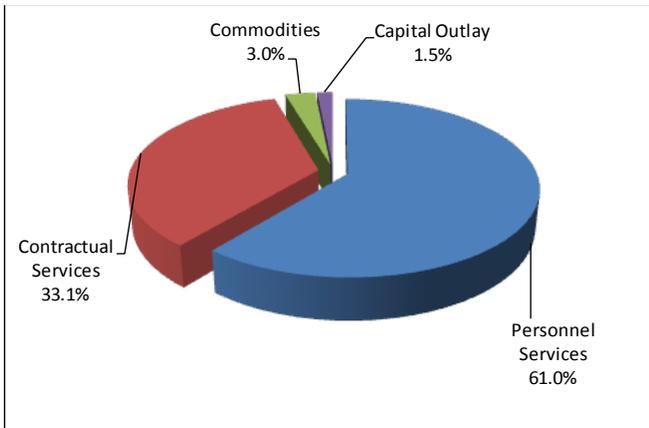
Centennial Commons Recreation Center

The Recreation Division provides operational support and planning, organizing and programming for activities that occur at Centennial Commons Recreation Center. The facility has an indoor soccer facility, fitness area, free weights area, two full size gymnasiums, meeting rooms, an indoor track, and a child care area with an indoor playground. During weekday mornings, portions of the facility are utilized by the Mid-East Area on Aging (MEAA), which provides lunch and activities for our area’s older adult population. The Division is responsible for the rental of gymnasiums, indoor soccer field, tennis courts, outdoor athletic fields, meeting rooms, park pavilions, and the mobile stage. The Division coordinates facility usage and programming with the University City Sports Association and the University City Soccer Club to provide youth athletic opportunities for football, baseball, tee ball and soccer. The Division also maintains fitness equipment, programs and manages fitness classes, personal training, summer day camp, birthday parties and special events, and other recreational programs.

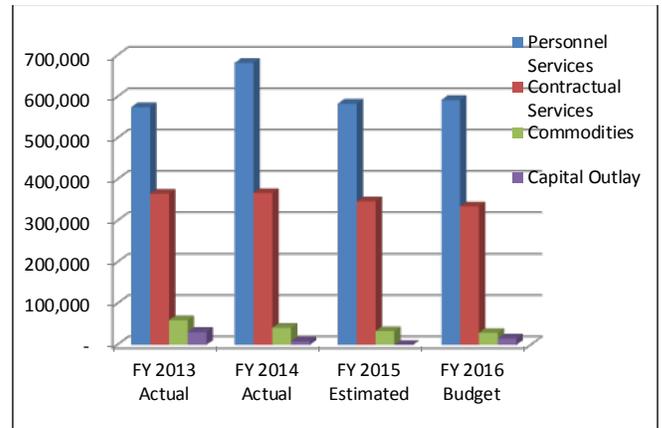
BUDGET EXPENDITURES

Centennial Commons	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	574,358	681,420	583,000	583,000	583,000	586,700	1%
Contractual Services	365,182	366,969	323,700	323,700	346,500	334,800	3%
Commodities	59,159	40,750	32,900	32,900	32,900	29,000	-12%
Capital Outlay	30,849	8,347	-	-	-	15,000	100%
Total	1,029,548	1,097,486	939,600	939,600	962,400	965,500	3%

FY 2017 Budget



Expenditures Comparison



GOALS

1. To identify new incentives to increase facility usage.
2. To expand programs and course offerings, including special events.
3. To increase marketing and promotion efforts. Identify target populations not currently utilizing the facility, such as surrounding municipalities with few or recreational facilities available.
4. To complete the upgrade/maintenance of fitness and cardio equipment.
5. To increase offerings for the senior citizen population and provide teens with increased program opportunities utilizing new UTeen Lounge and special events.
6. To continue to provide staff support for special events, such as ‘Make a Difference Day’, ‘Go Red for Women’, ‘National Kids to Parks’ and others.
7. To increase summer camp attendance and offerings. Seek partners when appropriate and feasible.

FISCAL YEAR 2016 PERFORMANCE SUMMARY

- Staff coordinated ‘Make a Difference Day’, the National Day of serving; Go Red for Women, Kids to Parks National event and several other local and national special events.
- Staff increased marketing efforts.
- Staff improved offerings for senior citizens, including free Silver Sneakers and Silver ‘n Fit facility memberships and for youth with the grand opening of U-Teen Fitness/Gaming Room for 13-17 year olds; Tuesdays designated for “Tweens” ages 9-12.
- Staff improved other recreation program offerings in response to participant demands, including expanded swimming pool hours, additional recreation classes.
- Staff increased the number of the use of various facilities including Heman Park Community Center.



COMMUNITY DEVELOPMENT

PERFORMANCE MEASUREMENTS

	FY2014 Actual	FY2015 Actual	FY2016 Projected	FY2017 Budget
Community Center bookings	190	150	200	250
Citizens attending community center activities	33,000	25,000	30,000	26,000
Rounds of Golf played:				
Resident	8,125	10,000	11,000	10,000
Non-resident	21,000	18,000	19,000	21,000
Attendance at Heman Park pool	52,000	52,200	53,000	35,000
Attendance at Natatorium	1,200	1,200	1,400	1,600
Attendance at Centennial Commons	160,000	160,000	162,000	160,000
Hours of field rentals	1,400	1,400	1,500	1,400
Daily users	12,000	12,000	12,500	12,600
Day camp attendance	6,800	6,500	6,600	6,600



Department	Community Development
Program	Community Center

Fund	General
Account Number	01-45-49

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	66,316	44,615	70,000	70,000	70,000	72,000	3%
5340 Salaries - Part-Time & Temp	21,589	18,965	10,000	10,000	10,000	12,000	20%
5380 Overtime	955	543	2,000	2,000	2,000	1,000	-50%
5420 Workers Compensation	3,200	2,053	3,500	3,500	3,500	2,400	-31%
5460 Medical Insurance	15,027	8,986	16,000	16,000	16,000	12,000	-25%
5660 Social Security Contributions	5,089	3,801	5,700	5,700	5,700	5,500	-4%
5740 Pension Contribution Nonunif.	3,651	12,775	4,500	4,500	4,500	5,000	11%
5900 Medicare	1,190	932	1,300	1,300	1,300	1,200	-8%
Sub-Total Personnel Services	117,018	92,670	113,000	113,000	113,000	111,100	-2%
Contractual Services							
6050 Maintenance Contracts	1,009	380	1,500	1,500	1,500	1,500	0%
6170 Insurance - Liability	4,000	3,400	4,000	4,000	-	3,500	-13%
6210 Insurance - Flood	3,592	2,889	3,600	3,600	-	3,000	-17%
6250 Natural Gas	6,318	6,535	6,500	6,500	6,500	6,500	0%
6260 Electricity	12,137	12,647	15,000	15,000	15,000	15,000	0%
6270 Telephone & Pagers	168	56	100	100	100	100	0%
6280 Water	2,379	3,579	3,000	3,000	5,000	5,000	67%
6290 Sewer	2,173	3,268	3,000	3,000	3,000	3,000	0%
6360 Building Maintenance	3,657	9,025	8,000	8,000	8,000	8,000	0%
6380 Equipment Maintenance	1,682	2,383	4,000	4,000	4,000	4,000	0%
6430 Misc. Repairs & Maintenance	-	1,726	4,000	4,000	4,000	4,000	0%
6640 Exterminations	734	643	800	800	800	800	0%
Sub-Total Contractual Services	37,850	46,531	53,500	53,500	47,900	54,400	2%
Commodities							
7370 Institutional Supplies	5,880	10,969	8,000	8,000	8,000	8,000	0%
7490 Building Materials	467	223	500	500	500	500	0%
7570 Hardware & Hand Tools	251	469	500	500	500	1,500	200%
Sub-Total Commodities	6,645	11,661	9,000	9,000	9,000	10,000	11%
Capital Outlay							
8001 Building Improvements	-	7,507	6,000	6,000	6,000	8,000	33%
8100 Misc. Improvements	-	-	-	-	25,000	10,000	100%
Sub-Total Capital Outlay	-	7,507	6,000	6,000	31,000	18,000	1
Total	161,513	158,369	181,500	181,500	200,900	193,500	7%



Department	Community Development
Program	Aquatics

Fund	General
Account Number	01-45-51

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5340 Salaries - Part-Time & Temp	167,868	153,682	125,000	125,000	125,000	125,000	0%
5420 Workers Compensation	3,287	1,812	3,000	3,000	3,000	3,800	27%
5660 Social Security Contributions	11,002	10,035	10,000	10,000	10,000	7,700	-23%
5900 Medicare	2,525	2,686	2,400	2,400	2,400	1,900	-21%
Sub-Total Personnel Services	194,258	178,530	140,400	140,400	140,400	138,400	-1%
Contractual Services							
6050 Maintenance Contracts	468	2,488	1,000	1,000	2,600	2,600	160%
6060 Instructors & Sports Officials	560	560	1,000	1,000	1,000	500	-50%
6120 Professional Development	661	-	500	500	500	500	0%
6170 Insurance - Liability	4,000	4,000	4,000	4,000	4,000	4,000	0%
6250 Natural Gas	627	698	700	700	700	700	0%
6260 Electricity	30,774	31,304	30,000	30,000	30,000	30,000	0%
6280 Water	12,330	14,444	15,000	15,000	15,000	20,000	33%
6290 Sewer	10,656	11,038	15,000	15,000	15,000	10,000	-33%
6360 Building Maintenance	5,394	2,298	10,000	10,000	10,000	10,000	0%
6380 Equipment Maintenance	934	11,631	2,000	2,000	2,000	5,000	150%
6430 Misc. Repairs & Maintenance	112	-	500	500	500	1,000	100%
6610 Staff Training	1,741	2,571	500	500	500	500	0%
6640 Exterminations	112	112	100	100	100	200	100%
Sub-Total Contractual Services	68,553	81,146	80,300	80,300	81,900	85,000	6%
Commodities							
7210 Chemicals	13,305	12,386	14,000	14,000	14,000	12,000	-14%
7330 Food	15,642	13,838	12,000	12,000	12,000	12,000	0%
7370 Institutional Supplies	4,138	8,100	3,000	3,000	3,000	2,000	-33%
7490 Building Materials	5,614	816	1,500	1,500	1,500	1,500	0%
7530 Medical Supplies	197	44	300	300	300	200	-33%
7570 Hardware & Hand Tools	1,108	1,100	1,200	1,200	1,200	1,000	-17%
7690 Recreational Supplies	6,109	868	3,000	3,000	3,000	1,000	-67%
7770 Wearing Apparel	5,513	189	3,000	3,000	3,000	1,000	-67%
Sub-Total Commodities	51,630	37,600	38,000	38,000	38,000	30,700	-19%
Capital Outlay							
8001 Building Improvements	2,000	-	-	-	-	5,000	100%
8100 Misc. Improvements	28,403	8,976	-	-	-	5,000	100%
Sub-Total Capital Outlay	30,403	8,976	-	-	-	10,000	100%
Total	344,844	306,251	258,700	258,700	260,300	264,100	2%



Department	Community Development
Program	Centennial Commons

Fund	General
Account Number	01-45-53

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	212,759	230,645	220,000	220,000	220,000	231,000	5%
5340 Salaries - Part-Time & Temp	252,217	257,850	246,000	246,000	246,000	230,000	-7%
5420 Workers Compensation	10,247	8,394	15,000	15,000	15,000	15,000	0%
5460 Medical Insurance	39,675	44,289	42,000	42,000	42,000	50,000	19%
5660 Social Security Contributions	27,314	28,685	29,000	29,000	29,000	28,600	-1%
5740 Pension Contribution Nonunif.	21,652	102,435	24,000	24,000	24,000	30,000	25%
5900 Medicare	6,449	7,146	7,000	7,000	7,000	7,000	0%
Sub-Total Personnel Services	574,358	681,420	583,000	583,000	583,000	591,600	1%
Contractual Services							
6010 Professional Services	46,524	73,612	30,000	30,000	72,000	50,000	67%
6040 Events & Receptions	13,853	11,830	5,000	5,000	10,000	10,000	100%
6050 Maintenance Contracts	20,505	23,602	15,000	15,000	15,000	15,000	0%
6060 Instructors & Sports Officials	99,578	106,325	96,000	96,000	96,000	96,000	0%
6090 Postage	8	10	2,000	2,000	1,500	2,000	0%
6120 Professional Development	1,514	180	4,000	4,000	3,000	4,000	0%
6130 Advertising & Public Notices	3,039	1,340	3,750	3,750	1,000	3,000	-20%
6150 Printing Services	21,399	1,117	20,950	20,950	1,000	2,000	-90%
6170 Insurance - Liability	4,000	3,402	4,000	4,000	4,000	3,400	-15%
6210 Insurance - Flood	11,933	11,411	10,000	10,000	10,000	12,000	20%
6250 Natural Gas	10,615	9,385	8,000	8,000	8,000	8,000	0%
6260 Electricity	71,806	73,042	75,000	75,000	75,000	75,000	0%
6270 Telephone & Pagers	247	464	700	700	700	700	0%
6360 Building Maintenance	7,083	6,198	4,000	4,000	4,000	5,000	25%
6380 Equipment Maintenance	14,258	11,463	12,000	12,000	12,000	12,000	0%
6400 Office Equipment Maintenance	4,672	5,597	3,000	3,000	3,000	4,000	33%
6430 Misc. Repairs & Maintenance	1,176	8	1,000	1,000	1,000	2,000	100%
6540 Equipment Rental	-	-	800	800	800	500	-38%
6560 Technology Services	2,093	2,288	5,000	5,000	5,000	6,000	20%
6570 Miscellaneous Rentals	-	250	-	-	-	200	100%
6600 Tuition Reimbursement	500	500	-	-	-	500	100%
6610 Staff Training	194	-	500	500	500	500	0%
6640 Exterminations	1,153	201	1,000	1,000	1,000	1,000	0%
6650 Membership & Certification	1,178	1,955	2,000	2,000	2,000	2,000	0%
6700 Misc. Operating Services	3,860	3,908	5,000	5,000	5,000	5,000	0%
6770 Bank & Credit Card Fees	23,992	18,882	15,000	15,000	15,000	15,000	0%
Sub-Total Contractual Services	365,182	366,969	323,700	323,700	346,500	334,800	3%
Commodities							
7001 Office Supplies	5,647	3,140	4,000	4,000	4,000	3,000	-25%
7050 Publications	278	264	500	500	500	500	0%
7090 Office & Computer Equip.	2,221	60	1,000	1,000	1,000	200	-80%
7130 Agriculture Supplies	7	-	200	200	200	-	-100%
7330 Food	3,395	1,706	4,000	4,000	4,000	4,000	0%
7370 Institutional Supplies	13,925	9,609	8,000	8,000	8,000	14,000	75%
7490 Building Materials	2,440	3,957	4,000	4,000	4,000	2,000	-50%
7530 Medical Supplies	338	686	600	600	600	600	0%
7570 Hardware & Hand Tools	161	967	600	600	600	1,200	100%
7610 Fuel, Oil & Lubricants	267	264	300	300	300	300	0%
7690 Recreational Supplies	24,806	15,650	6,500	6,500	6,500	-	-100%
7770 Wearing Apparel	4,586	4,269	2,000	2,000	2,000	2,000	0%
7810 Sign Supplies	1,088	178	1,200	1,200	1,200	1,200	0%
Sub-Total Commodities	59,159	40,750	32,900	32,900	32,900	29,000	-12%



Department	Community Development
Program	Centennial Commons

Fund	General
Account Number	01-45-53

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Capital Outlay							
8001 Building Improvements	4,725	3,750	-	-	-	5,000	100%
8100 Misc. Improvements	9,789	4,597	-	-	-	5,000	100%
8180 Office Furniture & Equip	16,335	-	-	-	-	5,000	100%
Sub-Total Capital Outlay	30,849	8,347	-	-	-	15,000	100%
Total	1,029,548	1,097,486	939,600	939,600	962,400	970,400	3%

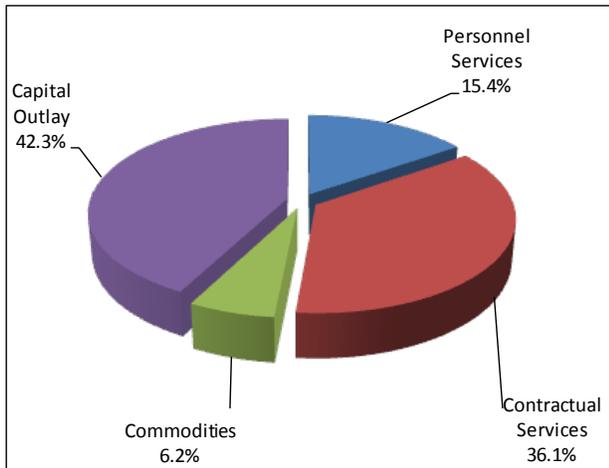
PLANNING, ZONING, AND ECONOMIC DEVELOPMENT

This Division facilitates land use planning efforts for the City consistent with local, state and federal ordinances and is responsible for the City’s economic development retention, expansion and attraction efforts. Specific tasks include the administration and enforcement of the zoning code, preparation and implementation of City’s Comprehensive Plan, and developing and implementing economic development plans, programs and projects.

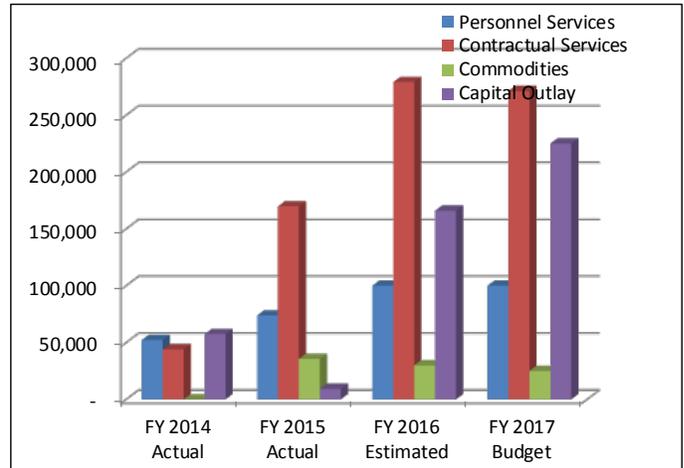
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	73,759	99,009	100,000	100,000	100,000	100,000	0%
Contractual Services	169,808	285,770	271,200	271,200	271,200	235,000	-13%
Commodities	35,697	28,035	25,000	25,000	25,000	40,000	60%
Capital Outlay	9,267	121,820	225,000	225,000	225,000	275,000	22%
Total	288,531	534,633	621,200	621,200	621,200	650,000	5%

FY 2017 Budget



Expenditures Comparison



GOALS

1. To initiate minor adjustments to the Zoning Code to address the most pressing issues.
2. To continue the planning efforts for the Comprehensive Plan Update.
3. To implement the Economic Development Work-plan, which includes business retention, attraction and expansion efforts. Focus efforts on revitalization of Olive Boulevard.
4. To continue to partner with organizations for the infill redevelopment in the City’s northeast quadrant.
5. To continue to support and provide staff technical expertise for various boards, commissions, and task forces.
6. To continue to administer federal grants; seek additional grant opportunities where appropriate.

7. To expand the City's partnership with the State Historic Preservation Office and the Certified Local Government program.
8. To continue to provide education and training to Boards and Commissions on various topics, such as Robert's Rules, Sunshine Law, Ethics, and Roles and Responsibilities.
9. To continue to streamline regulations to improve the City's systems and business climate.
10. To continue to partner with various economic development agencies such as the University City Chamber of Commerce, the Regional Commerce and Growth Association and the St. Louis Economic Development Partnership.
11. To continue process improvements and tracking mechanisms for the Economic Development Retail Sales Tax (EDRST) and EDRST Board.
12. To review the City's development subsidy policy.
13. To improve the City's economic development marketing materials. To continue to publish "*The Lion Pages*", the City's newsletter to the business community.

FISCAL YEAR 2016 PERFORMANCE SUMMARY

- Staff continued to assist with various long range planning efforts, including, but not limited to: the Parkview Gardens Neighborhood Sustainable Planning project and the Comprehensive Plan Update.
- Staff continued to identify suitable developers for infill residential construction in the City's northeast neighborhood. The City partnered with By-Water Development Company on a proposed development and application for tax credits through the Missouri Housing Development Corporation.
- Staff marketed available commercial properties for appropriate uses and tenants, including City-owned properties.
- Staff continued to provide economic development materials to prospective businesses and developers. Staff developed and distributed "*The Lion Pages*", a newsletter to the business community.
- Staff provided technical assistance for the Loop Special Business District and University City Chamber of Commerce. Staff continued to assist developers on sites identified for redevelopment, such as the Delmar-Harvard site, Delmar/I-170 and Olive Boulevard.
- Staff provided support for the Economic Development Retail Sales Tax Board and administration of sales tax funds. Projects initiated with EDRST funds include façade improvement program, creation of a for sale/for lease database of available properties on Olive Boulevard, partnership with the Chamber of Commerce and U City in Bloom, Loop Special Business District projects and events.
- Staff continued to seek grant opportunities and make applications when appropriate.
- Staff partnered with the City of St. Louis and other regional communities on coordinating historic preservation efforts and workshops.
- Staff partnered with the University City School District on the joint marketing and promotion efforts of the University City Schools and community.
- Staff coordinated flood education and outreach programs and meetings.



COMMUNITY DEVELOPMENT

PERFORMANCE MEASUREMENTS

	FY2014 Actual	FY2015 Actual	FY2016 Projected	FY2017 Budget
Zoning and Land Use Permits				
Site-plan review	5	5	5	5
Conditional use permit	10	10	10	10
Variance appeal	6	6	5	5
Rezoning	4	4	2	2
Subdivision	2	2	2	2



Department	Community Development	Fund	Econ Dev Sales Tax
Program	Economic Development Operations	Account Number	11-45-78

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	62,946	82,440	82,500	82,500	82,500	82,500	0%
5420 Workers Compensation	1,956	2,664	500	500	500	2,500	400%
5460 Medical Insurance	4,218	4,905	5,000	5,000	5,000	5,000	0%
5660 Social Security Contributions	3,765	5,430	5,500	5,500	5,500	5,500	0%
5740 Pension Contribution Nonunif.	-	2,500	5,000	5,000	5,000	3,000	-40%
5900 Medicare	875	1,069	1,500	1,500	1,500	1,500	0%
Sub-Total Personnel Services	73,759	99,009	100,000	100,000	100,000	100,000	0%
Contractual Services							
6001 Auditing & Accounting	-	1,000	1,100	1,100	1,100	1,000	-9%
6010 Professional Services	68,242	177,946	79,200	79,200	79,200	80,000	1%
6040 Events and Receptions	30,508	30,001	81,500	81,500	81,500	50,000	-39%
6050 Maintenance Contracts	50,973	76,694	86,900	86,900	86,900	80,000	-8%
6130 Advertising & Public Notices	9,500	-	10,500	10,500	10,500	12,000	14%
6150 Printing Services	10,585	-	12,000	12,000	12,000	12,000	0%
Sub-Total Contractual Services	169,808	285,770	271,200	271,200	271,200	235,000	-13%
Commodities							
7535 Decorative Supplies	35,697	18,472	-	-	-	20,000	100%
7855 Promotional Supplies	-	9,562	25,000	25,000	25,000	20,000	-20%
Sub-Total Commodities	35,697	28,035	25,000	25,000	25,000	40,000	60%
Capital Outlay							
8100 Misc. Improvements	9,267	121,820	225,000	225,000	225,000	275,000	22%
Sub-Total Capital Outlay	9,267	121,820	225,000	225,000	225,000	275,000	22%
Total	288,531	534,633	621,200	621,200	621,200	650,000	5%

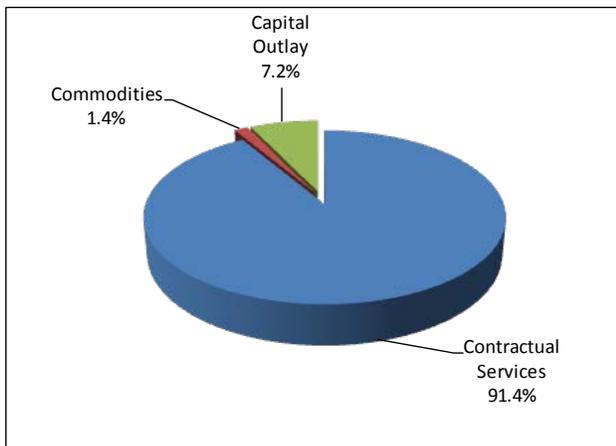
PUBLIC PARKING GARAGE FUND

The City operates a three-level, 120 space parking garage at 6319 Delmar Boulevard. In 2012, the City issued \$7,020,000 in Certificates of Participation, Series 2012 to refund outstanding Certificates of Participation, Series 2003 and 2004. The proceeds of the Certificates were used to pay a portion of the construction cost and to equip the municipal parking facility (together with retail space constructed on the ground floor of the parking facility), to fund a debt service reserve fund for the Certificates, and to pay the cost of issuing the Certificates. Parking permits and meter revenue, along with leased rental space on the ground floor of the parking facility, pay the debt service of \$459,000 on the certificates. As of February 2016, the outstanding balance would be liquidated by this fund was \$195,000.

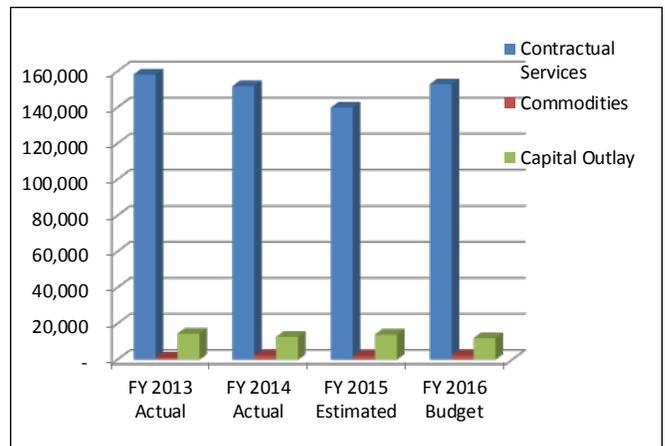
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Contractual Services	158,358	151,878	140,000	140,000	140,000	152,900	9%
Commodities	1,233	2,434	2,000	2,000	2,000	2,400	20%
Capital Outlay	14,478	12,699	14,000	14,000	14,000	12,000	-14%
Total	174,069	167,012	156,000	156,000	156,000	167,300	7%

FY 2017 Budget



Expenditures Comparison



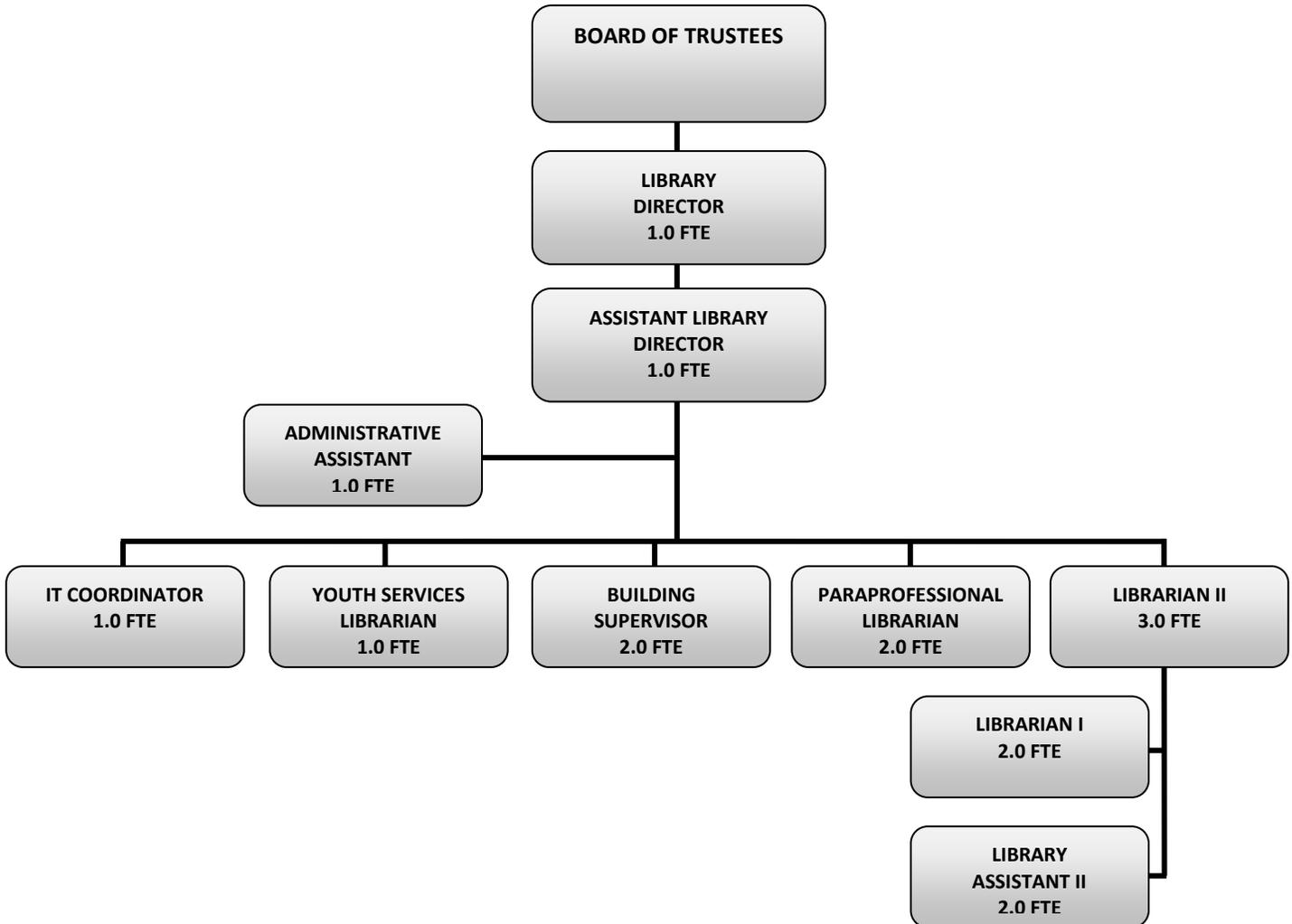


Department	Community Development
Program	Public Parking Garage

Fund	Public Parking Garage
Account Number	27-70-81

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Contractual Services							
6001 Auditing & Accounting	2,000	1,000	1,000	1,000	1,000	1,000	0%
6010 Professional Services	1,425	2,064	1,000	1,000	1,000	2,000	100%
6050 Maintenance Contracts	33,363	35,179	30,000	30,000	30,000	35,000	17%
6080 Accounting Fees	6,200	6,250	6,000	6,000	6,000	6,200	3%
6160 Insurance - Property & Auto	13,089	13,221	14,000	14,000	14,000	13,500	-4%
6170 Insurance - Liability	6,488	8,205	6,000	6,000	6,000	8,200	37%
6270 Telephone & Pagers	2,499	2,410	2,500	2,500	2,500	2,500	0%
6310 Utilities	11,396	7,329	13,000	13,000	13,000	8,000	-38%
6340 Safety/Security Services	8,166	8,120	-	-	-	8,200	100%
6430 Misc. Repairs & Maintenance	36	1,688	2,000	2,000	2,000	2,000	0%
6440 Maintenance & Repairs	2,203	4,766	3,000	3,000	3,000	5,000	67%
6490 Depreciation - Rental Equip	45,750	45,750	48,000	48,000	48,000	46,000	-4%
6700 Misc. Operating Services	576	348	1,000	1,000	1,000	500	-50%
6740 Payroll Taxes	2,881	2,719	2,500	2,500	2,500	2,800	12%
6810 Lot Cleaning	22,330	12,146	10,000	10,000	10,000	12,000	20%
Sub-Total Contractual Services	158,358	151,878	140,000	140,000	140,000	152,900	9%
Commodities							
7001 Office Supplies	1,131	2,434	2,000	2,000	2,000	2,400	20%
Sub-Total Commodities	1,233	2,434	2,000	2,000	2,000	2,400	20%
Other							
9200 Debt Service - Interest	4,319	3,505	5,000	5,000	5,000	3,000	-40%
9250 Amortization Expenses	9,194	9,194	9,000	9,000	9,000	9,000	0%
Sub-Total Other	14,478	12,699	14,000	14,000	14,000	12,000	-14%
Total	174,069	167,012	156,000	156,000	156,000	167,300	7%

LIBRARY





The University City Public Library selects, organizes, and makes available library materials in print and electronic formats for the recreational, informational, educational, and cultural needs of all our citizens, from preschool through maturity. The Library strives to achieve its vision and its goals with a philosophy that embraces change and supports superior service.

The Library Director hires and administers the staff, develops the annual budget, initiates policy, and reports to the Library Board of Trustees.

The Reference Staff provides information that is quick and accurate, utilizing print and electronic resources most effectively, and delivers the information in the format preferred by the patron. They offer a wide variety of computer-related and eReader classes, lead book discussion groups, and plan and host interesting and informative programs for adults and seniors.

The Technical Services Department orders, receives, processes, and catalogs library materials in a timely manner so that new materials are constantly available to our patrons.

The Information Technology Department maintains the computer networks the library depends upon. They are responsible for implementing technology grants and ensuring that the rest of the professional staff keep abreast of new technology and new ways of delivering library service.

The Circulation Staff gives efficient, friendly service at the circulation desk, helping patrons find and check out the books and items they require.

The Youth Services Department serves children and young adults, as well as their parents, caregivers and teachers. They provide print materials, audio-visual and computer resources, and special activities, including Storytimes, the Summer Reading Program.

The Home Services staff, along with our volunteers, provide library materials to University City Residents who, due to health reasons, are not able to come to the Library in person.

The Building Supervisor maintains the building and grounds as an attractive and inviting destination for our citizens.

Those librarians charged with materials' evaluation select the best of new and classic materials using traditional and non-traditional reviewing sources and respond to requests from patrons. The library serves special populations such as homebound patrons, new adult readers, patrons with special physical needs, and those who speak English as a second language. The Library director and staff are always open to opportunities to improve service through collaboration with the library systems of neighboring communities and seek to engage in partnerships with other community groups and organizations.



PERSONNEL SUMMARY

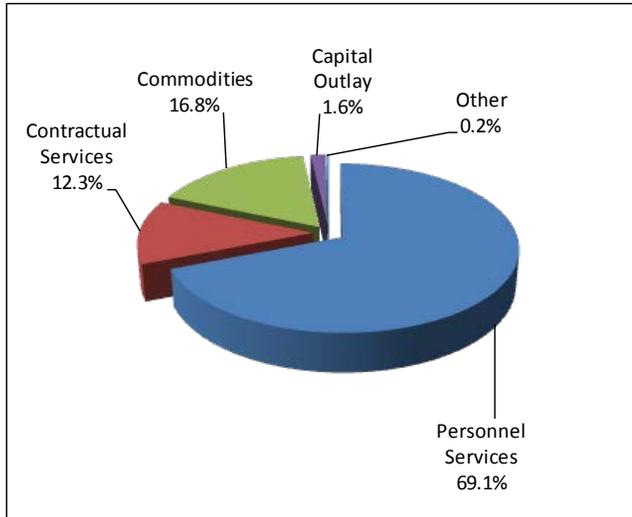
Full-Time

	FY 2015 Authorized	FY 2016 Authorized	FY 2017 Authorized
Library			
<i>Library Operations</i>			
Library Director	1.0	1.0	1.0
Assistant Library Director	1.0	1.0	1.0
Youth Services Librarian	1.0	1.0	1.0
IT Coordinator	1.0	1.0	1.0
Librarian II	1.0	3.0	3.0
Librarian I	3.0	2.0	2.0
Paraprofessional	3.0	2.0	2.0
Library Assistant II	1.0	2.0	2.0
Library Assistant I	1.0	-	-
Building Supervisor	2.0	2.0	2.0
Administrative Assistant	1.0	1.0	1.0
<i>Library Operations Personnel Total</i>	<u>16.0</u>	<u>16.0</u>	<u>16.0</u>
Library Personnel Total	16.0	16.0	16.0

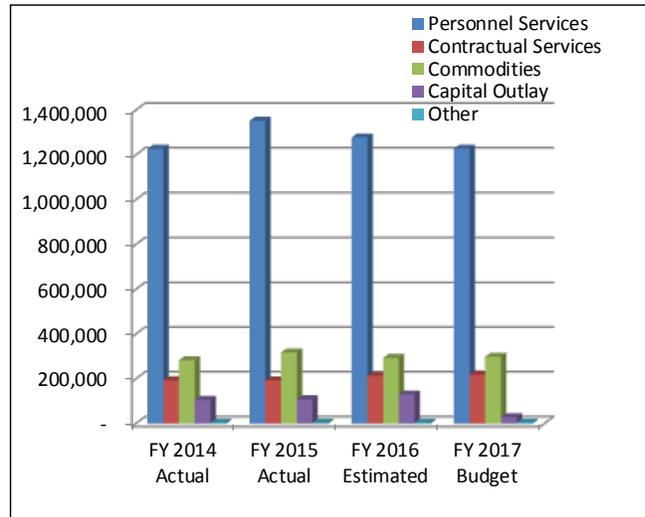
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	1,226,899	1,352,031	1,277,600	1,277,600	1,277,600	1,227,500	-4%
Contractual Services	193,429	192,078	213,200	213,200	213,200	218,900	3%
Commodities	282,381	317,636	292,500	292,500	292,500	298,500	2%
Capital Outlay	105,664	108,021	130,000	130,000	130,000	28,500	-78%
Other	4,000	4,000	4,000	4,000	4,000	4,000	0%
Total	<u>1,812,373</u>	<u>1,973,767</u>	<u>1,917,300</u>	<u>1,917,300</u>	<u>1,917,300</u>	<u>1,777,400</u>	<u>-7%</u>

FY 2017 Budget



Expenditure Comparison



GOALS

1. Overall
 - Work with MOREnet on implementing final stages of the \$330,000 research project.
 - Formulate the Library’s strategic plan.
 - Implement the initial objectives of the strategic plan.
2. Building and Grounds
 - Repair building exterior where needed.
 - Replace carpeting in Lil’s Treehouse.
 - Continue to improve attractiveness of building interior.
3. Community Relations and Marketing
 - Improve the promotion of library collections, programs, and services.
 - Continue to improve the library’s social media presence.
4. Technology
 - Installation of Audio / Video recording and editing equipment.
 - Installation of a laser cutter, and vinyl printer as part of a fabrication makerspace.
5. Customer Service
 - Through increased and more effective staff training, increase our patrons’ satisfaction with the Library.
 - Emphasize through all we do that our patrons are the Library’s first priority.
6. Programming
 - Increase literacy outreach to preschoolers in University City.
 - Work with community groups on StoryCorp based program.
 - Increase the number of programs that promote lifelong learning.
 - Continue to work with community groups on cooperative programs.
7. Resource Sharing
 - Work with the Municipal Library Consortium to offer our users the best catalog system possible.
 - Work with the Municipal Library Consortium and other Library organizations to offer the widest array of e-resources possible to our residents and library users.

SIGNIFICANT CHANGES SINCE FY 2016

In the past fiscal year the University City Public Library has made the following improvements:

- With the help of MOREnet, we are increasing our internet bandwidth from 20 MB to 50 MB, increasing the speed of our patrons' internet connections on our computer workstations and with our wireless service.
- A grant from CALOP allowed us to provide six camcorders, Go Pro cameras and recording equipment for patron use.
- An LSTA grant allowed the Library to purchase early learning literacy tablets for our young patrons.
- UCPL replaced the chiller and condensers on our aging HVAC system.
- Security cameras were installed at the Library's entrances.
- Our 3D printer, 3D scanner, VHS to DVD converter continued to be popular.

SIGNIFICANT BUDGETARY ISSUES

- The Library has budgeted \$45,000 from its reserve funds for waterproofing and replacing window seals for the 2014-2015 fiscal year.

PERFORMANCE SUMMARY

In the 2014-2015 fiscal year the Library loaned 422,974 traditional materials, and 13,838 eBooks and downloadable audio, for a total of 438,812 circulations. The Library also had approximately 42,819 computer sessions. Over 2,200 meetings were held in the library's meeting rooms and large auditorium, and 14,300 children and young adults attended 428 programs sponsored by the library. Adult programs such as book clubs, author events, gallery openings, discussions, and the Memorial Day Run were attended by 9,770 people. As of June 30, 2015, there were 40,857 cardholders. The library provided 1,602 items to other libraries through interlibrary loan and borrowed 519 items from other libraries outside of our Consortium for our patrons. In addition, 32,669 items were received from other Consortium libraries for our patrons and 37,662 of our items were loaned to other consortium libraries. These requested materials are delivered by van five days a week, often arriving within a day of the patron's placing the hold.

- We migrated to our new library catalog. Finding the books, DVDs and other library items you are looking for should now be much easier.
- UCPL added a second telescope to our circulating collection so that everyone can explore the stars and planets. The SLAS will be donating a third telescope in March, 2016.
- Our summer reading programs were made possible by grants from the IMLS and support of the Friends of the Library.
- We had 100 readers for our Summer Reading "Big Book", Tolstoy's *Anna Karenina*.
- One-hundred and seventeen teens volunteered for our Summer Reading Program, Every Hero has a Story. Hundreds of children attended Summer Reading Program events and reported on their summer reading.
- We have added camcorders and GoPro cameras to our circulating collection, thanks to funding from CALOP.
- The Library added digital signs and a Minecraft server thanks to our MOREnet grant.
- We received a grant for a One-Button studio, allowing U-City residents to create their own videos.
- UCPL took story-time programs to six additional pre-schools and daycare centers, and installed to early literacy computer stations, thanks to two Racing-to-Read grants.
- Along with the Green Center and U City in Bloom, we hosted the 41st Annual Memorial Day Run with sponsorship from great University City organizations.

- We collected stories from more than 30 area residents as part of the ALA's StoryCorp at your Library program.
- We improved the looks and services in our Children's department thanks to generous donations from our Gala sponsors and attendees, Washington University, the Friends of the University City Public Library and our wonderful Library supporters.



Department	Library
Program	Library

Fund	Library
Account Number	06-65-60

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries - Full-Time	696,868	683,284	713,000	713,000	713,000	674,700	-5%
5340 Salaries - Part-Time & Temp	262,347	258,422	282,500	282,500	282,500	230,700	-18%
5380 Overtime	27,653	30,462	31,500	31,500	31,500	31,500	0%
5420 Workers Compensation	4,745	3,888	5,000	5,000	5,000	5,000	0%
5460 Medical Insurance	81,152	76,054	73,000	73,000	73,000	81,000	11%
5540 EAP	455	455	500	500	500	500	0%
5660 Social Security Contributions	57,873	56,828	63,700	63,700	63,700	58,100	-9%
5740 Pension Contribution Nonunif.	71,690	218,620	80,000	80,000	80,000	118,900	49%
5820 Defined Contribution Plan	10,786	10,421	12,500	12,500	12,500	12,500	0%
5860 Unemployment	-	-	1,000	1,000	1,000	1,000	0%
5900 Medicare	13,329	13,598	14,900	14,900	14,900	13,600	-9%
Sub-Total Personnel Services	1,226,899	1,352,031	1,277,600	1,277,600	1,277,600	1,227,500	-4%
Contractual Services							
6001 Auditing & Accounting	1,000	2,000	2,000	2,000	2,000	1,500	-25%
6010 Professional Services	16,616	26,207	13,000	13,000	13,000	41,000	215%
6050 Maintenance Contracts	28,389	27,902	28,300	28,300	28,300	31,000	10%
6090 Postage	2,747	931	2,000	2,000	2,000	1,000	-50%
6120 Professional Development	9,757	4,175	7,500	7,500	7,500	6,500	-13%
6130 Advertising & Public Notices	602	620	700	700	700	700	0%
6150 Printing Services	577	4,448	2,500	2,500	2,500	2,000	-20%
6160 Insurance - Property & Auto	13,089	13,200	13,200	13,200	13,200	13,200	0%
6170 Insurance - Liability	3,075	3,400	3,500	3,500	3,500	4,200	20%
6250 Natural Gas	11,150	11,742	7,000	7,000	7,000	9,000	29%
6260 Electricity	48,189	49,474	41,000	41,000	41,000	45,000	10%
6270 Telephone & Pagers	978	5,621	5,000	5,000	5,000	4,000	-20%
6280 Water	3,176	3,695	3,500	3,500	3,500	3,500	0%
6290 Sewer	1,467	1,980	2,600	2,600	2,600	2,000	-23%
6360 Building Maintenance	31,883	11,230	30,000	30,000	30,000	25,000	-17%
6420 MLC Repairs & Maintenance	12,832	15,719	40,000	40,000	40,000	18,000	-55%
6550 Office Equipment Rental	5,947	7,579	8,000	8,000	8,000	8,000	0%
6600 Tuition Reimbursement	-	-	1,000	1,000	1,000	500	-50%
6610 Staff Training	-	-	600	600	600	1,000	67%
6640 Exterminations	344	349	400	400	400	400	0%
6650 Membership & Certification	1,610	1,806	1,400	1,400	1,400	1,400	0%
Sub-Total Contractual Services	193,429	192,078	213,200	213,200	213,200	218,900	3%
Commodities							
7001 Office Supplies	18,619	22,792	20,000	20,000	20,000	18,000	-10%
7050 Publications	238,330	267,771	245,000	245,000	245,000	255,000	4%
7090 Office & Computer Equip.	3,515	5,434	6,000	6,000	6,000	6,000	0%
7130 Agriculture Supplies	4,988	4,920	4,800	4,800	4,800	5,000	4%
7330 Food	1,141	2,587	1,200	1,200	1,200	1,200	0%
7370 Institutional Supplies	6,302	6,377	6,500	6,500	6,500	6,300	-3%
7570 Hardware & Hand Tools	9,485	7,755	9,000	9,000	9,000	7,000	-22%
Sub-Total Commodities	282,381	317,636	292,500	292,500	292,500	298,500	2%
Capital Outlay							
8001 Building Improvements	128,409	16,425	45,000	45,000	45,000	28,500	-37%
Sub-Total Capital Outlay	128,409	16,425	45,000	45,000	45,000	28,500	-37%
Other							
9950 Operating Transfer Out	4,000	4,000	4,000	4,000	4,000	4,000	0%
Sub-Total Other	4,000	4,000	4,000	4,000	4,000	4,000	0%
Total	1,835,118	1,882,171	1,832,300	1,832,300	1,832,300	1,777,400	-3%

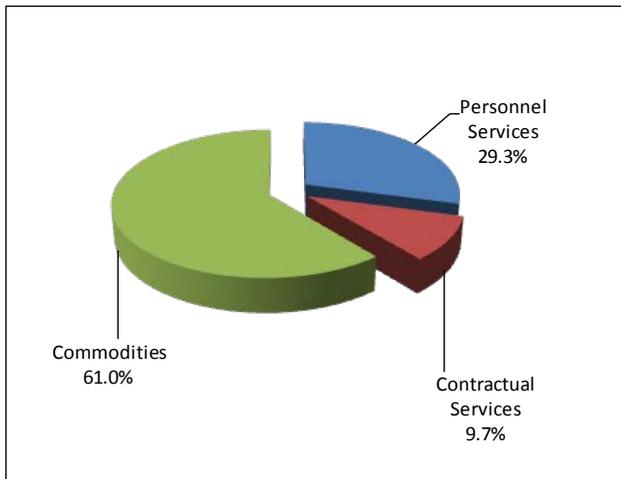
LIBRARY GRANTS

This program provides for various Library grants. The number of grants will fluctuate from year to year. The Library will continue to seek Library Services and Technology Act (LSTA) grants through the Missouri State Library, programming grants from the American Library Association (ALA) and the Regional Arts Commission (RAC), and grants from other agencies.

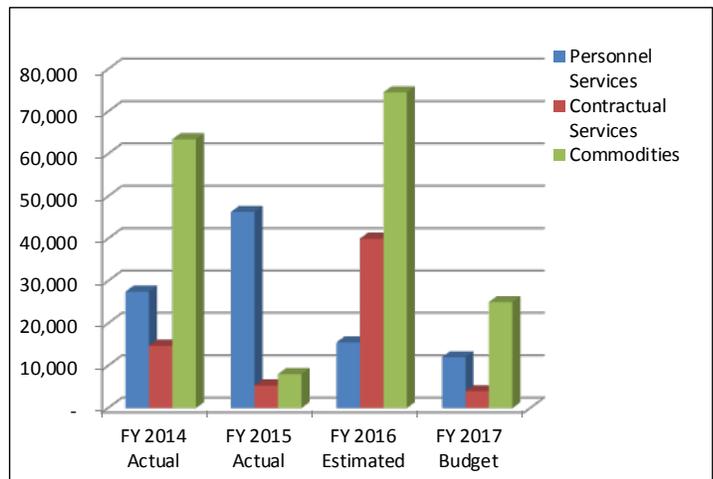
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services	27,484	46,300	15,500	15,500	15,500	12,000	-23%
Contractual Services	14,733	5,321	40,000	40,000	40,000	4,000	-90%
Commodities	63,447	8,009	74,500	74,500	74,500	25,000	-66%
Total	105,664	59,631	130,000	130,000	130,000	41,000	-68%

FY 2017 Budget



Expenditures Comparison



So far, in fiscal year 2015-2016, the Library had been awarded and/or completed the following grants:

- Regional Arts Commission Grant \$1,750
- LSTA Technology Mini-Grant One-Button Studio \$7,458
- LSTA Technology Mini-Grant-Computer upgrade \$13,170
- LSTA Racing to Read Grant \$15,000
- LSTA 2016 Summer Reading Program \$15,000



Department	Library
Program	Library Grants

Fund	Grants
Account Number	06-65-95

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Personnel Services							
5001 Salaries Full time	24,557	40,611	13,000	13,000	13,000	10,500	-19%
5460 Medical Insurance	1,180	619	1,000	1,000	1,000	-	-100%
5660 Social Security Contributions	1,386	2,387	800	800	800	1,000	25%
5820 Defined Contribution Plan	-	-	400	400	400	-	-100%
5900 Medicare	307	576	300	300	300	500	67%
Sub-Total Personnel Services	27,484	46,300	15,500	15,500	15,500	12,000	-23%
Contractual Services							
6010 Professional Services	6,799	2,200	40,000	40,000	40,000	4,000	-90%
6120 Professional Development	1,635	1,965	-	-	-	-	0%
6150 Printing Services	4,425	1,156	-	-	-	-	0%
Sub-Total Contractual Services	14,733	5,321	40,000	40,000	40,000	4,000	-90%
Commodities							
7001 Office Supplies	213	65	12,000	12,000	12,000	2,000	-83%
7050 Publications	3,319	2,360	5,000	5,000	5,000	5,000	0%
7090 Office & Computer Equip.	59,822	5,533	57,500	57,500	57,500	18,000	-69%
Sub-Total Commodities	63,447	8,009	74,500	74,500	74,500	25,000	-66%
Capital Outlay							
8260 Grant Expenses	-	48,390	-	-	-	-	0%
Sub-Total Capital Outlay	-	48,390	-	-	-	-	0%
Total	105,664	108,021	130,000	130,000	130,000	41,000	-68%



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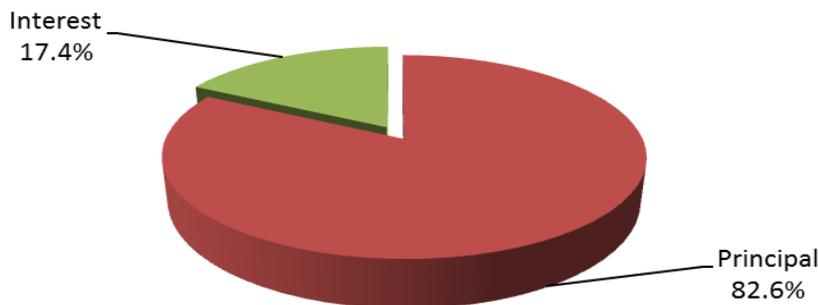
DEBT SERVICE AND CONTINGENCY (General Fund)

In accordance with provisions from the City Manager, this account provides for the repayment of debt from Certificates of Participation and Special Obligation Bonds. It also provides for a contingency for emergency expenditures. See the introduction section of this document for debt schedule.

BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Contingency	-	-	130,000	130,000	130,000	-	-100%
Principal	848,300	854,000	45,000	45,000	45,000	50,000	11%
Interest	86,616	79,841	12,000	12,000	12,000	10,500	-13%
Total	934,916	933,841	187,000	187,000	187,000	60,500	-68%

Expenditure Pie Chart



Debt Payment Schedule						
Special Obligation Bonds Series 2005						
Date	Principal	Coupon	Interest	Total P & I	Fiscal Interest	Fiscal Total
8/1/2016			5,106	5,106		
2/1/2017	50,000	3.75%	5,106	55,106	10,213	60,212
8/1/2017			4,169	4,169		
2/1/2018	50,000	3.875%	4,169	54,169	8,338	58,337
8/1/2018			3,200	3,200		
2/1/2019	55,000	4.00%	3,200	58,200	6,400	61,400
8/1/2019			2,100	2,100		
2/1/2020	105,000	4.00%	2,100	107,100	4,200	109,200
	\$ 260,000		\$ 29,150	\$ 289,150	\$ 29,150	\$ 289,150



Department	Debt Service & Contingency
Program	Special Obligation Bonds 2005

Fund	General
Account Number	01-60-98

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Other							
9050 Contingency	-	-	130,000	130,000	130,000	-	-100%
9100 Debt Service - Expense	860	1,750	5,000	5,000	5,000	2,000	-60%
9150 Debt Service - Principal	848,300	854,000	45,000	45,000	45,000	50,000	11%
9200 Debt Service - Interest	86,616	79,841	12,000	12,000	12,000	10,500	-13%
Sub-Total Other	935,776	935,591	192,000	192,000	192,000	62,500	-67%
Total	935,776	935,591	192,000	192,000	192,000	62,500	-67%



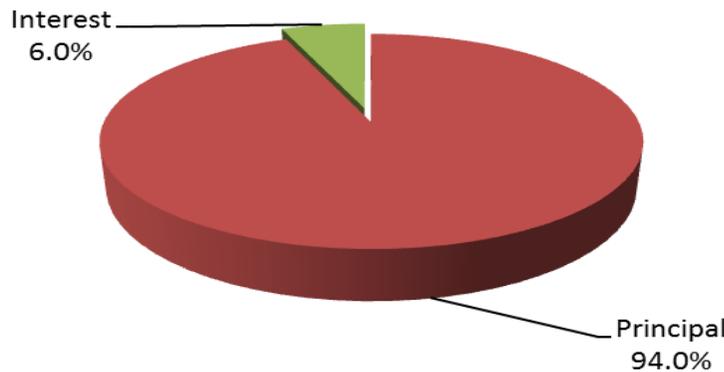
DEBT SERVICE (Capital Improvement Sales Tax Fund)

In accordance with City Council directions, this account provides for the repayment of 65% of principal and interest on Certificates of Participation Series 2012.

BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Expense	-	-	2,500	2,500	2,500	-	-100%
Principal	-	-	529,000	529,000	529,000	538,000	2%
Interest	-	-	36,500	36,500	36,500	34,400	-6%
Total	-	-	568,000	568,000	568,000	572,400	1%

Expenditure Pie Chart



Debt Payment Schedule						
Certificates of Participation Series 2012						
Date	Principal	Coupon	Interest	Total P & I	Fiscal Interest	Fiscal Total
8/1/2016			16,944	16,944		
2/1/2017	538,200	1.15%	16,944	555,144	33,888	572,088
8/1/2017			13,850	13,850		
2/1/2018	480,350	1.35%	13,850	494,200	27,700	508,050
8/1/2018			10,608	10,608		
2/1/2019	466,700	1.65%	10,608	477,308	21,216	487,916
8/1/2019			6,762	6,762		
2/1/2020	711,750	1.90%	6,762	718,512	13,523	725,273
	\$ 2,197,000		\$ 96,328	\$ 2,293,328	\$ 96,328	\$ 2,293,328



Department	Debt Service & Contingency
Program	Certificates of Participation 2012

Fund	General
Account Number	12-40-98

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Other							
9100 Debt Service - Expense	-	-	2,500	2,500	2,500	-	-100%
9150 Debt Service - Principal	-	-	529,000	529,000	529,000	538,000	2%
9200 Debt Service - Interest	-	-	36,500	36,500	36,500	34,400	-6%
Sub-Total Other	-	-	568,000	568,000	568,000	572,400	1%
Total	-	-	568,000	568,000	568,000	572,400	0



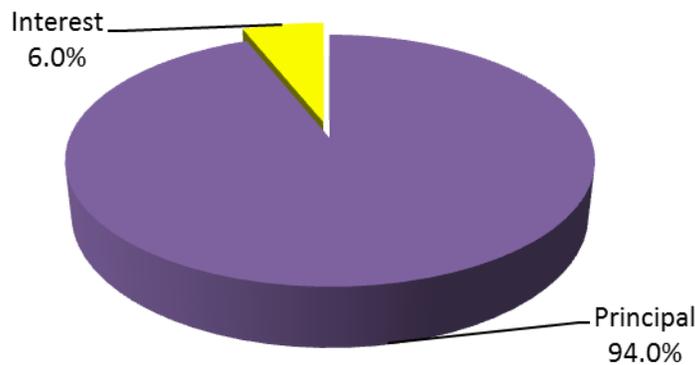
DEBT SERVICE (Park and Storm Water Sales Tax Fund)

In accordance with City Council directions, this account provides for the repayment of 35% of principal and interest on Certificates of Participation Series 2012.

BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Expense	-	-	1,400	1,400	1,400	-	-100%
Principal	-	-	284,900	284,900	284,900	290,000	2%
Interest	-	-	19,600	19,600	19,600	18,600	(0)
Total	-	-	305,900	305,900	305,900	308,600	1%

Expenditure Pie Chart



Debt Payment Schedule						
Certificates of Participation Series 2012						
Date	Principal	Coupon	Interest	Total P & I	Fiscal Interest	Fiscal Total
8/1/2016			9,124	9,124		
2/1/2017	289,800	1.15%	9,124	298,924	18,247	308,047
8/1/2017			7,458	7,458		
2/1/2018	258,650	1.35%	7,458	266,108	14,915	273,565
8/1/2018			5,712	5,712		
2/1/2019	251,300	1.65%	5,712	257,012	11,424	262,724
8/1/2019			3,641	3,641		
2/1/2020	383,250	1.90%	3,641	386,891	7,282	390,532
	\$ 1,183,000		\$ 51,869	\$ 1,234,869	\$ 51,869	\$ 1,234,869



Department	Debt Service & Contingency
Program	Certificates of Participation 2012

Fund	General
Account Number	14-40-98

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Other							
9100 Debt Service - Expense	-	-	1,400	1,400	1,400	-	-100%
9150 Debt Service - Principal	-	-	284,900	284,900	284,900	290,000	2%
9200 Debt Service - Interest	-	-	19,600	19,600	19,600	18,600	-5%
Sub-Total Other	-	-	305,900	305,900	305,900	308,600	1%
Total	-	-	305,900	305,900	305,900	308,600	0

LOOP SPECIAL BUSINESS DISTRICT

The University City Loop Special Business District (LSBD) was created by an ordinance of the City Council, organized and existing under the laws of the State of Missouri.

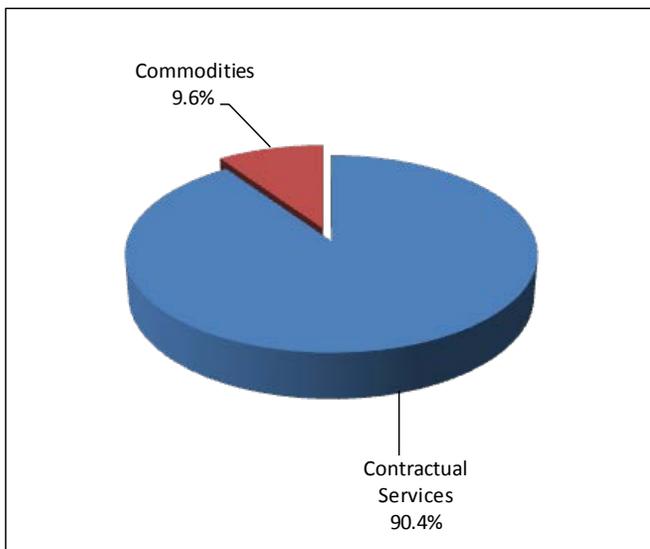
The City Council is responsible for imposing business license fees for the LSBD and for levying dedicated taxes to provided funding for the entity. Additionally, the City Council, through the district board, has discretion as to how the revenues of the entity are to be utilized.

This component unit is legally separate from the City, however, its governing body is substantively the same as the City's and, consequently, it is, in substance, the same as the primary government.

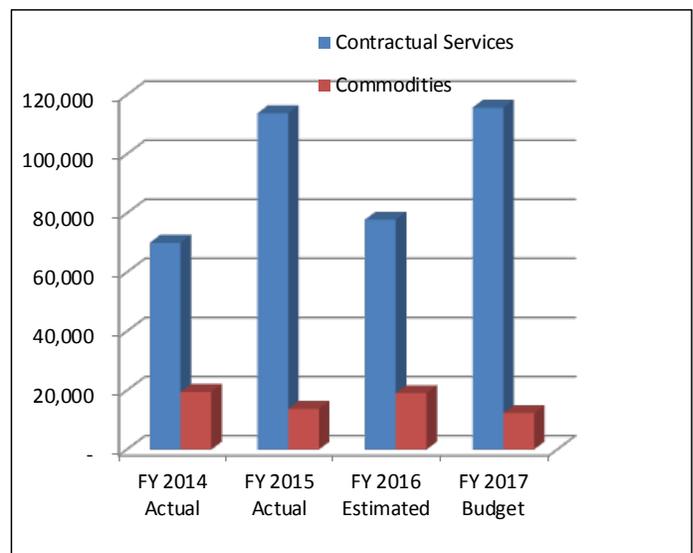
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Contractual Services	69,989	113,802	77,800	77,800	77,800	115,700	49%
Commodities	19,514	13,732	19,100	19,100	19,100	12,300	-36%
Total	89,503	127,533	96,900	96,900	96,900	128,000	32%

FY 2017 Budget



Expenditures Comparison





Department	Non-Departmental	Fund	Loop Business District
Program	Loop Special Business District	Account Number	18-70-74

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Contractual Services							
6001 Auditing & Accounting	-	600	600	600	600	600	0%
6010 Professional Services	31,201	35,200	20,000	20,000	20,000	35,000	75%
6040 Events & Receptions	16,832	48,428	40,600	40,600	40,600	50,000	23%
6050 Maintenance Contracts	5,334	4,084	5,800	5,800	5,800	5,000	-14%
6070 Temporary Labor	-	-	500	500	500	1,000	100%
6090 Postage	759	395	500	500	500	500	0%
6130 Advertising & Public Notices	10,788	17,032	5,000	5,000	5,000	15,000	200%
6150 Printing Services	992	353	500	500	500	500	0%
6270 Telephone & Pagers	1,081	556	1,500	1,500	1,500	1,000	-33%
6320 Internet Services	1,902	6,190	1,000	1,000	1,000	6,000	500%
6650 Membership & Certification	615	745	1,800	1,800	1,800	600	-67%
6700 Misc. Operating Services	484	219	-	-	-	500	100%
Sub-Total Contractual Services	69,989	113,802	77,800	77,800	77,800	115,700	49%
Commodities							
7001 Office Supplies	299	372	500	500	500	300	-40%
7130 Agriculture Supplies	6,000	6,000	6,000	6,000	6,000	5,000	-17%
7690 Recreational Supplies	2,120	2,756	2,000	2,000	2,000	2,500	25%
7850 Awards & Gifts	4,108	3,077	7,000	7,000	7,000	3,000	-57%
7890 Miscellaneous	6,987	1,528	3,600	3,600	3,600	1,500	-58%
Sub-Total Commodities	19,514	13,732	19,100	19,100	19,100	12,300	-36%
Total	89,503	127,533	96,900	96,900	96,900	128,000	32%

PARKVIEW GARDENS SPECIAL BUSINESS DISTRICT

The Parkview Gardens Special Business District was created by an ordinance of the City Council, organized and existing under the laws of the State of Missouri. The District was established to provide for a mechanism for property owners to enhance their environment.

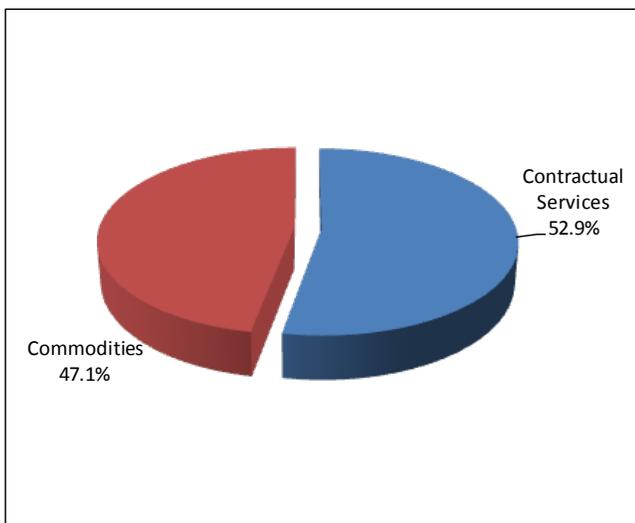
The City Council is responsible for levying dedicated taxes to provide funding for the entity. Additionally, the City Council, through the district board, has the discretion as to how the revenues of the entity are to be utilized.

This component unit is legally separate from the City, however, its governing body is substantively the same as the City's and, consequently, it is, in substance, the same as the primary government.

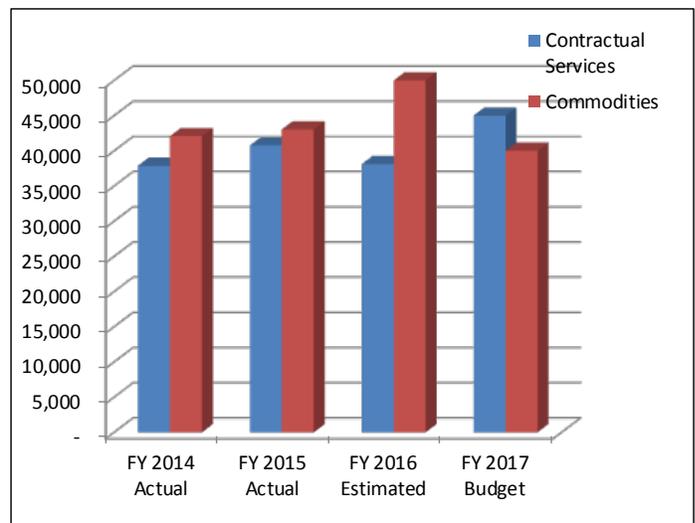
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Contractual Services	37,882	40,753	38,100	38,100	38,100	45,000	18%
Commodities	42,084	43,044	50,000	50,000	50,000	40,000	-20%
Total	79,966	83,796	88,100	88,100	88,100	85,000	-4%

FY 2017 Budget



Expenditures Comparison





Department	Non-Departmental
Program	Parkview Gardens

Fund	Parkview Gardens
Account Number	19-70-76

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Contractual Services							
6001 Auditing & Accounting	600	600	1,000	1,000	1,000	600	-40%
6010 Professional Services	-	-	4,000	4,000	4,000	2,400	-40%
6050 Maintenance Contracts	15,073	18,939	13,100	13,100	13,100	18,000	37%
6090 Postage	3,600	2,701	-	-	-	3,000	100%
6130 Advertising & Public Notices	11,808	14,129	20,000	20,000	20,000	15,000	-25%
6150 Printing Services	3,819	4,300	-	-	-	5,000	100%
6360 Building Maintenance	2,983	84	-	-	-	1,000	100%
Sub-Total Contractual Services	37,882	40,753	38,100	38,100	38,100	45,000	18%
Commodities							
7850 Awards & Gifts	42,084	43,044	50,000	50,000	50,000	40,000	-20%
Sub-Total Commodities	42,084	43,044	50,000	50,000	50,000	40,000	-20%
Total	79,966	83,796	88,100	88,100	88,100	85,000	-4%



POLICE AND FIRE PENSION

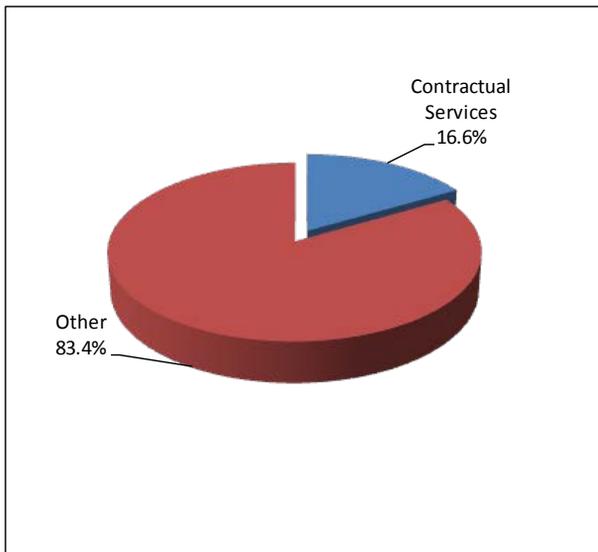
The *Pension Administration* program provides retirement benefit administration for all eligible sworn police and firefighters of the City, including benefits for their survivors.

This program is not part of the City’s operating budget, and is provided for information only. Costs are based on retirees, survivors, and other estimated expenses.

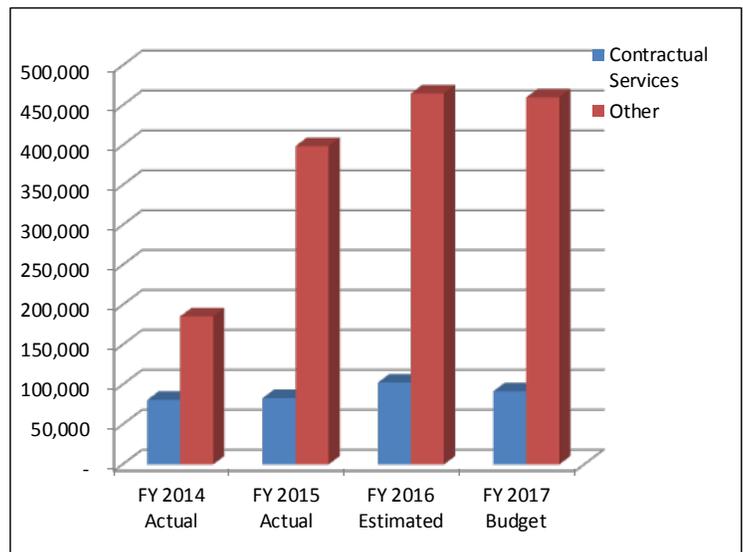
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Contractual Services	80,771	82,988	102,600	102,600	102,600	91,600	-11%
Other	185,518	398,990	465,000	465,000	465,000	460,000	-1%
Total	266,290	481,978	567,600	567,600	567,600	551,600	-3%

FY 2017 Budget



Expenditures Comparison





Department	Pension
Program	Pension Administration

Fund	Police & Fire Pension
Account Number	03-73-85

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Contractual Services							
6001 Auditing & Accounting	2,500	2,500	2,500	2,500	2,500	2,500	0%
6010 Professional Services	20,201	25,882	25,000	25,000	25,000	25,000	0%
6020 Legal Services	1,903	-	6,000	6,000	6,000	5,000	-17%
6130 Advertising & Public Notices	-	-	600	600	600	600	0%
6240 Insurance - Disability	28,622	27,231	35,000	35,000	35,000	30,000	-14%
6245 Group Life	24,379	23,978	30,000	30,000	30,000	25,000	-17%
6580 Insurance - Fiduciary	3,166	3,397	3,500	3,500	3,500	3,500	0%
Sub-Total Contractual Services	80,771	82,988	102,600	102,600	102,600	91,600	-11%
Other							
9500 Administrative Expenses	61,422	54,384	65,000	65,000	65,000	60,000	-8%
9750 10-Year City Contribution	124,096	344,606	400,000	400,000	400,000	400,000	0%
Sub-Total Other	185,518	398,990	465,000	465,000	465,000	460,000	-1%
Total	266,290	481,978	567,600	567,600	567,600	551,600	-3%



PENSION (For Information Only)

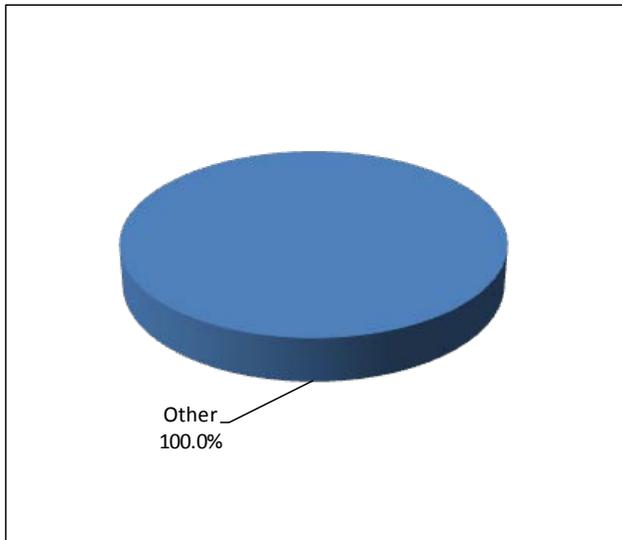
The *Pension Benefits* program provides retirement benefits for all eligible sworn police and firefighters of the City and also provides benefits for the survivors of uniformed employees.

This program is not part of the City's operating budget, and is provided for information only. Costs are based on retirees, survivors and other estimated expenses.

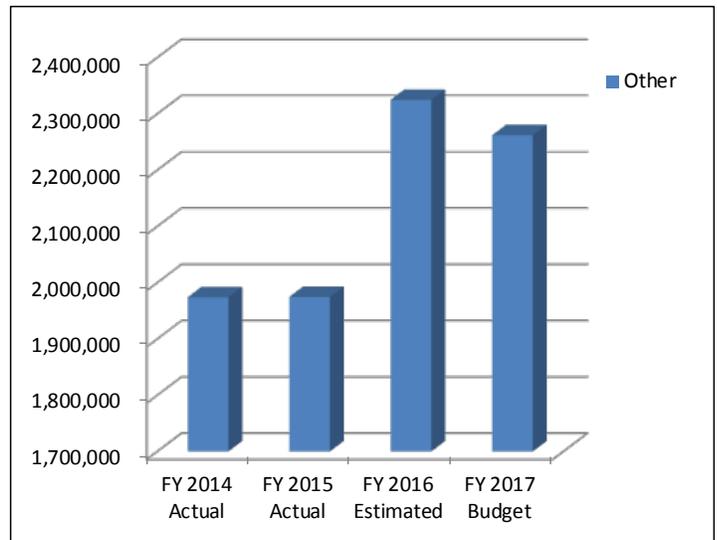
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Other	1,974,058	1,974,487	2,325,000	2,325,000	2,325,000	2,262,000	-3%
Total	1,974,058	1,974,487	2,325,000	2,325,000	2,325,000	2,262,000	-3%

FY 2017 Budget



Expenditures Comparison





Department	Pension
Program	Pension Benefits

Fund	Police & Fire Pension
Account Number	03-73-86

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Other							
9300 Retirement Benefits	1,715,475	1,726,464	2,040,000	2,040,000	2,040,000	2,000,000	-2%
9350 Disability Benefits	120,533	120,533	125,000	125,000	125,000	130,000	4%
9400 Survivor's Benefits	132,929	117,151	150,000	150,000	150,000	120,000	-20%
9450 Death Benefits	5,121	10,340	10,000	10,000	10,000	12,000	20%
Sub-Total Other	1,974,058	1,974,487	2,325,000	2,325,000	2,325,000	2,262,000	-3%
Total	1,974,058	1,974,487	2,325,000	2,325,000	2,325,000	2,262,000	-3%



NON-UNIFORMED EMPLOYEE PENSION

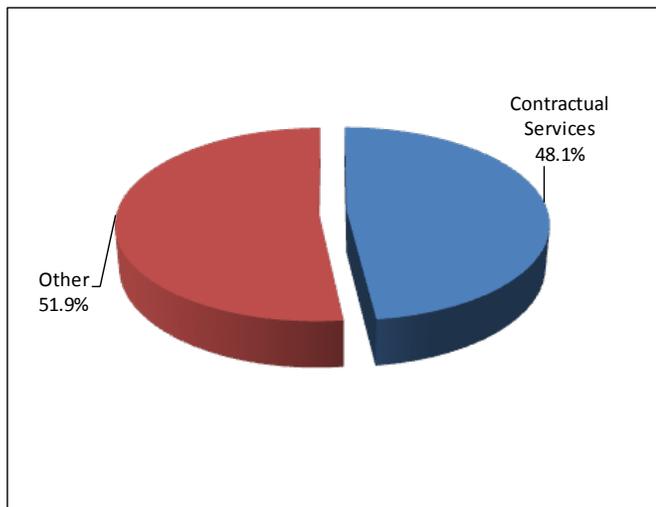
The *Pension Administration* program provides retirement benefit administration for all regular full-time, non-uniformed employees of the City, including benefits for their survivors.

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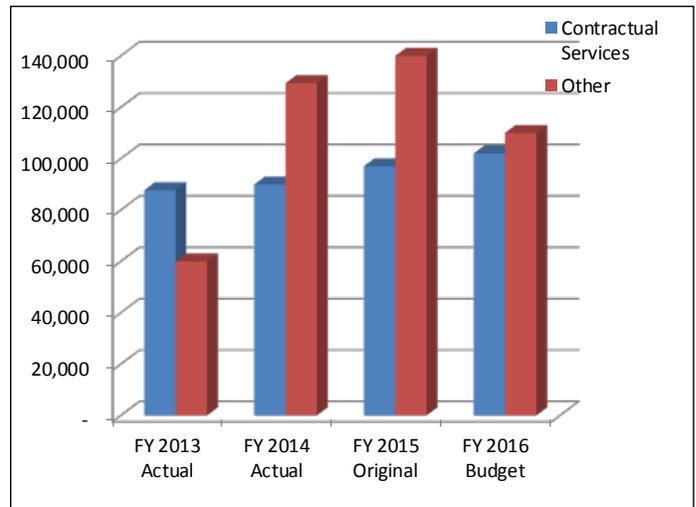
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Contractual Services	87,689	89,866	97,000	97,000	97,000	102,000	5%
Other	59,876	129,282	140,000	140,000	140,000	110,000	-21%
Total	147,565	219,148	237,000	237,000	237,000	212,000	-11%

FY 2017 Budget



Expenditures Comparison





Department	Pension
Program	Pension Administration

Fund	Non-Uniformed Pension
Account Number	10-74-85

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Contractual Services							
6001 Auditing & Accounting	2,500	2,500	2,500	2,500	2,500	2,500	0%
6010 Professional Services	15,942	21,424	20,000	20,000	20,000	25,000	25%
6020 Legal Services	1,903	-	6,000	6,000	6,000	6,000	0%
6240 Insurance - Disability	34,197	33,279	35,000	35,000	35,000	35,000	0%
6245 Group Life	29,981	29,266	30,000	30,000	30,000	30,000	0%
6580 Insurance - Fiduciary	3,166	3,397	3,500	3,500	3,500	3,500	0%
Sub-Total Contractual Services	87,689	89,866	97,000	97,000	97,000	102,000	5%
Other							
9500 Administrative Expenses	46,417	42,603	65,000	65,000	65,000	50,000	-23%
9600 Refund of Contributions	13,460	86,679	75,000	75,000	75,000	60,000	-20%
Sub-Total Other	59,876	129,282	140,000	140,000	140,000	110,000	-21%
Total	147,565	219,148	237,000	237,000	237,000	212,000	-11%



PENSION (For Information Only)

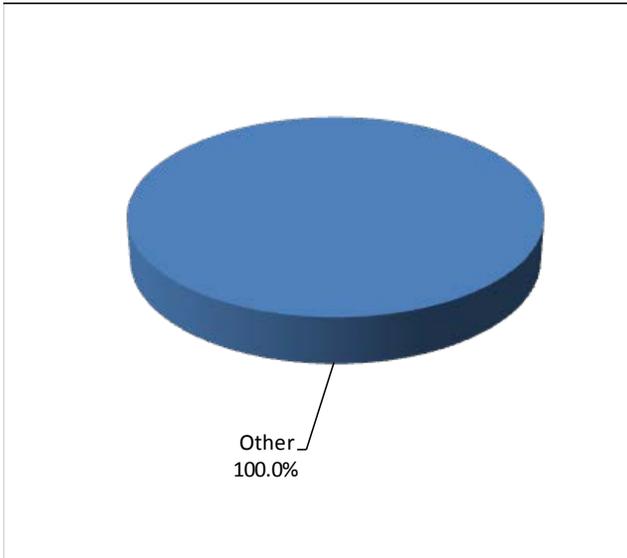
The *Pension Benefits* program provides retirement benefits for all regular full-time, non-uniformed employees of the City, including benefits for their survivors.

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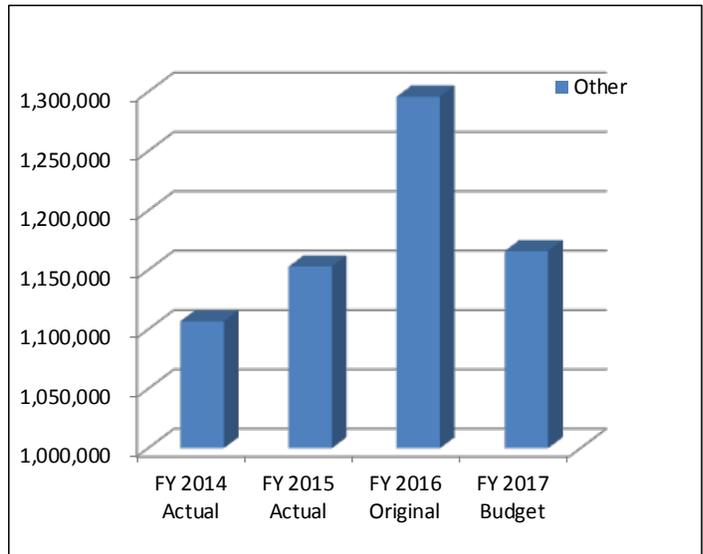
BUDGET EXPENDITURES

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Other	1,106,916	1,152,895	1,296,000	1,296,000	1,296,000	1,166,000	-10%
Total	1,106,916	1,152,895	1,296,000	1,296,000	1,296,000	1,166,000	-10%

FY 2017 Budget



Expenditures Comparison





Department	Pension
Program	Pension Benefits

Fund	Non-Uniformed Pension
Account Number	10-74-86

	FY 2014 Actual	FY 2015 Actual	FY 2016 Original	FY 2016 Amended	FY 2016 Estimated	FY 2017 Budget	% over FY 2016
Other							
9300 Retirement Benefits	968,943	1,013,969	1,140,000	1,140,000	1,140,000	1,020,000	-11%
9350 Disability Benefits	5,952	5,952	6,000	6,000	6,000	6,000	0%
9400 Survivor's Benefits	132,021	132,974	150,000	150,000	150,000	140,000	-7%
Sub-Total Other	1,106,916	1,152,895	1,296,000	1,296,000	1,296,000	1,166,000	-10%
Total	1,106,916	1,152,895	1,296,000	1,296,000	1,296,000	1,166,000	-10%



Capital Improvement Program Fiscal Year 2017

The Capital Improvement Plan (CIP) is a five-year roadmap for creating, maintaining and paying for University City's present and future infrastructure needs. The CIP outlines project costs, funding sources and estimated future operating costs associated with each capital improvement. The plan is designed to ensure that capital improvements will be made when and where they are needed, and that the city will have the funds to pay for and maintain them.

Capital improvement projects are non-routine capital expenditures that generally cost more than \$25,000 and result in the purchase of equipment, acquisition of land, design and construction of new assets, or the renovation, rehabilitation or expansion of existing capital assets. Capital projects usually have an expected useful life of at least five years.

Capital improvements make up the bricks and mortar, or infrastructure that all cities must have in place to provide essential services to current residents and support new growth and development. They also are designed to prevent the deterioration of the city's existing infrastructure, and respond to and anticipate the future growth of the city. A wide range of projects comprise capital improvements as illustrated by the examples below:

- Fire and police stations;
- Libraries, court facilities and office buildings;
- Parks, trails, open space, pools, recreation centers and other related facilities;
- Roads, bridges, traffic signals and other traffic control devices including fiber optic infrastructure needed for the operation of intelligent transportation systems;
- Landscape beautification projects;
- Computer software and hardware systems other than personal computers and printers;
- Flood control drainage channels, storm drains and retention basins; and
- Major equipment purchases such as landfill compactors, street sweepers and sanitation trucks.

Municipalities, like University City, face a special set of complex problems. The cities need to maintain roads, repair public amenities such as parks, and expand public safety services to accommodate both residential and non-residential citizens. They also must simultaneously maintain, replace, rehabilitate and/or upgrade existing capital assets such as roads, parks, buildings and underground pipes for the water and sewer system. University City also has completed many capital projects that involved renovating, rehabilitating or expanding existing infrastructure or buildings.

Paying for Capital Improvements

In many respects, the city's planning process for selecting, scheduling and financing capital improvements parallels the way an individual might plan for buying a new house or car. This process entails an assessment of many valid competing needs, a determination of priorities, an evaluation of costs and financing options, and an establishment of realistic completion timeframes.

If the purchase plan moves forward, a decision must be made about the down payment. A good planner might have started a replacement fund a few years ago in anticipation of the need. Other cash sources might include a savings account or a rainy day emergency fund. The city, just like most families, needs to find longer-term financing to cover certain costs for capital improvements. Repayment of the loan might require cutting other expenses like eating at restaurants or increasing income by taking a second part-time job. An unanticipated inheritance may speed up the timetable, a negative event, such as a flood or unanticipated medical expense, might delay the plan.

Similarly, most large capital improvements cannot be financed solely from a single year's revenue stream or by simply increasing income or decreasing expenses. For a more detailed discussion about this issue see the "Impacts of the CIP on the Operating Budget."

Guidelines and Policies Used in Developing the CIP

City Council's strategic goals and key objectives and the city's financial policies provide the broad parameters for development of the annual capital plan. Additional considerations include the following:

- Does a project support City Council's strategic goals?
- Does a project qualify as a capital project, i.e., cost more than \$25,000 and have an expected useful life of at least five years?
- Does a project satisfactorily address all federal, state and city legal and financial requirements?
- Does a project support the city's favorable investment ratings and financial integrity?
- Does a project prevent the deterioration of the city's existing infrastructure?
- Does a project respond to and, if possible, anticipate future growth in the city?
- Does a project encourage and sustain quality economic development?
- Can a project be financed through growth in the tax base or fees, when possible, if constructed in response to residential or commercial development?
- Is a project responsive to the needs of residents and businesses within the constraints of reasonable taxes and fees?
- Does a project leverage funds provided by other units of government where appropriate?

Economic forecasts are also a critical source of information and guidance throughout the capital planning process. The forecasts assess external factors such as whether the local economy is growing or contracting, population loss, inflation for construction materials, the value of land, and other variables that may affect the city's ability to finance needed services and capital projects.

University City's Annual CIP Development Process

In conjunction with the annual budgeting process, the Finance Department coordinates the citywide process of revising and updating the city's capital plan. City staff members from all departments participate in an extensive review of projects in the existing plan and the identification of new projects for inclusion in the CIP. The City Council's commitment to the needs and desires of University City's citizens is a critical factor considered during the capital planning process, as well as compliance with legal limits and financial resources.

The first year of the plan is the only year appropriated by Council. The remaining four years are for planning purposes and funding is not guaranteed to occur in the year planned. City Council makes the final decision about whether and when to fund a project. Once projects are selected for inclusion in the capital plan, decisions must be made about which projects should be recommended for inclusion in the first five years of the plan. Determining how and when to schedule projects is a complicated process. It must take into account City Council's strategic goals as well as all of the variables that affect the city's ability to generate the funds to pay for these projects without jeopardizing its ability to provide routine, ongoing services and one-time or emergency services when needed. The City Council reviews the recommended CIP. Council also considers citizen requests and considers the recommendations of staff before making the final decision about which projects should be included in which years of the CIP.



Citizen Involvement in the CIP Process

The CIP is an important financial, planning and public communication tool. It gives residents and businesses a clear and concrete view of the city's long-term direction for capital improvements and a better understanding of the city's ongoing needs for stable revenue sources to fund large or multi-year capital projects. Input into the annual CIP updating process is obtained from citizens who serve on many different city boards and commissions, as well from individual citizens through the public hearing and comment process. Through these public input venues, residents and businesses have alerted staff about infrastructure development and renovation needs, important quality-of-life enhancements, and environmental and historic preservation issues that should be addressed in the capital plan. Citizens have additional opportunities for input when participating in committees that consider voter authorization proposals.

We encourage and welcome your comments and suggestions for improving University City's annual CIP. Please share your thoughts, concerns and suggestions with the city staff in the Finance Division.

Capital Improvement Plan Budget

The City annually updates the *Five-Year Capital Improvement Program (CIP)* plan, which is now based on FY 2017 through FY 2021 and includes \$12.4 million in projects. **The first year of the plan is the only year appropriated by City Council.** The remaining four years are for planning purposes and funding is not guaranteed to occur in the year planned. The final decision to fund a project is made by City Council. Projects include street, sidewalk and curb improvements including pavement preservation, and police and fire department vehicle replacements.

Fiscal Constraints and Debt

For the last several years, the City has not been able to use current revenues to fund all the capital projects needed. This constraint was a result of the combination of flatten revenues and the City still have to pay debts on Special Obligation (General Fund) and Certificates of Participation (Capital Improvement and Parks and Storm Water Sales Tax Funds). In early 2016, the City had tempted to issue general obligation bonds for street and parks, but the bonds didn't pass by the voters. City Council had approved the using of General Fund reserve not only for matching portion to federal and municipal park grants but also for building and renovation of the Police Facilities. Therefore, these projects affect the operating budget for the next few years or possibly for the life of the facility.

Impact of the CIP on the Operating Budget

University City's operating budget is directly affected by the CIP. Almost every new capital improvement entails additional ongoing expenses for routine operation, repair and maintenance upon completion or acquisition that must be incorporated into the operating budget. Older facilities usually involve higher maintenance and repair costs as well. Grant matching funds also come directly from the operating budget. The cost of future operations and maintenance for new CIP projects are estimated by each department based on a detailed set of cost guidelines that is provided to all departments each year. These guidelines are updated annually in conjunction with the various departments that are experts on different types of operating costs. For fiscal year 2017 to 2021 CIP reflects the following estimated operating cost for capital projects:

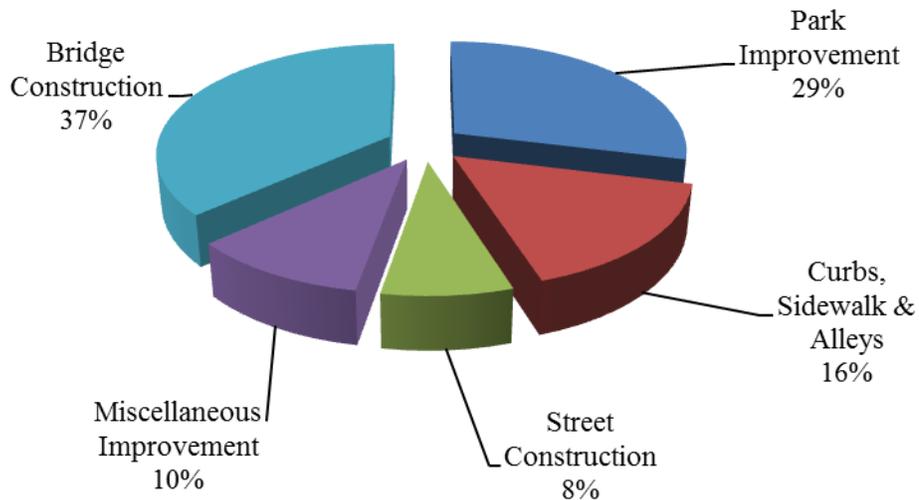


CAPITAL IMPROVEMENT

	PROGRAM	CAPITAL IMPROVEMENT SALES TAX	PARK SALES TAX	GRANT FUND	SOLID WASTE FUND	TOTAL
	Park Improvement					
1	Fogerty Park	\$ -	\$ 145,500	\$ 525,000	\$ -	\$ 670,500
2	Heman Park Drainage Improvement	-	180,000	-	-	180,000
3	Kaufman Park Tennis Court	-	300,000	-	-	300,000
4	Millar Park Swing Set Installation	-	50,000	-	-	50,000
	Curbs, Sidewalk & Alleys					
5	Sidewalk and Curb Maintenance	600,000	-	75,000	-	675,000
	Street Construction					
6	Forsyth Improvement	4,000	-	16,000	-	20,000
7	Street Resurfacing	300,000	-	-	-	300,000
	Miscellaneous Improvement					
8	Bicycle Facilities (Phase II & Phase III)	33,000	-	130,000	-	163,000
9	City hall West Lawn	70,000	-	-	-	70,000
10	Digital Message Boards	47,000	-	-	-	47,000
11	Heman Pool Trash Enclosure	-	-	-	30,000	30,000
12	Morgan-Wilshire Alignment and Drainage	30,000	-	-	-	30,000
13	Transfer Station	-	-	-	100,000	100,000
	Bridge Construction					
14	Kingsland Avenue Bridge	430,400	-	1,095,600	-	1,526,000
		\$ 1,514,400	\$ 675,500	\$1,841,600	\$ 130,000	\$ 4,161,500

Of the total \$4,161,500 impact on the operating budget, \$1,514,400 comes from the Capital Improvement Sales Tax, \$675,500 from Park & Storm Water Sales Tax, \$1,841,600 from Grant and \$130,000 from Solid Waste Fund.

Capital Improvement by Program



Summary of Capital Improvement Program	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
CAPITAL IMPROVEMENT SALES TAX FUND						
Public Works and Parks Department						
Bicycle Facilities (Phase II & III)	\$ 33,000	\$ 29,500	\$ -	\$ -	\$ -	\$ 62,500
City Hall West Lawn	70,000	-	-	-	-	70,000
Digital Message Boards	47,000	47,000	47,000	47,000	-	188,000
Forsyth Improvement	4,000	184,000	-	-	-	188,000
Kingsland Avenue Bridge	430,400	-	-	-	-	430,400
Morgan-Wilshire Alignment and Drainage	30,000	220,000	-	-	-	250,000
Sidewalk and Curb Maintenance	600,000	600,000	500,000	450,000	450,000	2,600,000
Street Resurfacing	300,000	400,000	1,100,000	1,100,000	1,100,000	4,000,000
Total Public Works and Parks Department	1,514,400	1,480,500	1,647,000	1,597,000	1,550,000	7,788,900
PARK SALES TAX FUND						
Public Works and Parks Department						
Fogerty Park Improvement	145,500	-	-	-	-	145,500
Heman Park Drainage Improvement	180,000	150,000	200,000	250,000	250,000	1,030,000
Kaufman Park Tennis Court	300,000	-	-	-	-	300,000
Millar Park Swing Set Installation	50,000	-	-	-	-	50,000
Total Public Works and Parks Department	675,500	150,000	200,000	250,000	250,000	1,525,500
SOLID WASTE FUND						
Public Works and Parks Department						
Heman Pool Trash Enclosure	30,000	-	-	-	-	30,000
Transfer Station	100,000	-	-	-	-	100,000
Total Public Works and Parks Department	130,000	-	-	-	-	130,000
GRANT FUND						
Public Works and Parks Department Grants						
Fogerty Park Improvement	525,000	-	-	-	-	525,000
Bicycle Facilities (Phase II & III)	130,000	118,000	-	-	-	248,000
Forsyth Improvement	16,000	736,000	-	-	-	752,000
Kingsland Avenue Bridge	1,095,600	-	-	-	-	1,095,600
Sidewalk and Curb Maintenance (CDBG)	75,000	75,000	75,000	75,000	75,000	375,000
Total Grants	1,841,600	929,000	75,000	75,000	75,000	2,995,600
GRAND TOTAL OF CIP PROGRAM	\$ 4,161,500	\$ 2,559,500	\$ 1,922,000	\$ 1,922,000	\$ 1,875,000	\$ 12,440,000

**Five-Year Capital Improvement Projects
July 1, 2016 through June 30, 2021**

Department Public Works and Parks
Program: Public Works and Parks Capital Improvement
Project: Bicycle Facilities Project (Phases II and III)
Amount: \$310,500

Project Details

Project Description:

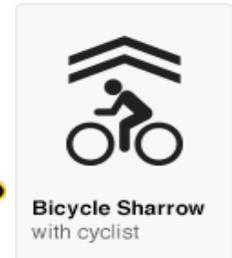
This project provides for the upgrade of bicycle and pedestrian facilities throughout the City in accordance with the City's Bicycle and Pedestrian Plan. Sharrows are painted, shared lane markings with Share-the-Road and Bicycle Route signage. Super Sharrows are to be installed on 82nd Street, 81st Street, Purdue Avenue, Jackson Ave and Old Bonhomme.

Current Conditions:

University City's existing connectivity and access to regional transit and amenities provides a remarkable framework for increasing walk and bike-ability, but many upgrades to existing facilities need to be made in order to make the City more walk-able and bike-able.

Project Goals:

- Improve safety for bicyclist
- Stripe and Sign the street pavement throughout the project area
- Ensure accessibility and bike-ability for our community
- Continue with the implementation of prior phases of the Bicycle and Pedestrian Master Plan



Financial Implications:

The City's potential liability for bicyclists may be minimized.

The planned striping improvements will have a useful life of approximately 5 years. The maintenance of the striping and signage will need to be considered in the future.

Project Funding Services & Schedule

Source	Prior Year	FY17	FY18	FY19	FY20	FY21	Total
Capital Imp	2,590	33,000	29,500	-	-	\$	62,500
Fed Grant	10,361	130,000	118,000	-	-	-	248,000
Total	12,951	163,000	147,500	-	-	\$	310,500

**Five-Year Capital Improvement Projects
July 1, 2016 through June 30, 2021**

Department: Public Works and Parks
Program: Capital Improvement
Project: Fogerty Park
Amount: \$670,500

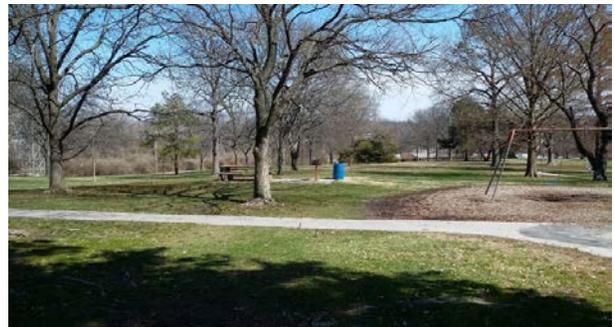
Project Details

Project Description:

In 2015, the City approved a new master plan for Fogerty Park. This plan addressed many changes that should be made to the park. The master plan laid out an implementation plan including three phases. This project includes Phase 1 improvements; construction of one pavilion, the restroom building, playground, and surrounding areas.

Current Conditions:

The existing pavilion, restroom structure, and playground area are in need of upgrades. The new playground will have an accessible safety surface and new equipment, playground site furnishings, and landscaping. The current trails are delapidated; concrete sidewalks and improvements to the asphalt fitness trails will correct this.



Project Goals:

- Improves aesthetics, quality of play and safety.

Financial Implications:

Some additional cost for maintenance of widened trails may incur, however there will be an overall reduction to cost to maintenance of the park.



Project Funding Services & Schedule

Source	Prior Year	FY17	FY18	FY19	FY20	FY21	Total
Parks&Stormw	-	145,500	-	-	-	-	\$ 145,500
Grant	-	525,000	-	-	-	-	525,000
Total	-	670,500	-	-	-	-	\$ 670,500

**Five-Year Capital Improvement Projects
July 1, 2016 through June 30, 2021**

Department: Public Works and Parks
Program: Capital Improvement
Project: Forsyth Improvements Project
Amount: \$1,090,000

Project Details

Project Description:

The proposed improvements include resurfacing of the road, ADA improvements (curbs, curb ramps and sidewalks), Traffic Signal improvements at Forsyth and Asbury, and bicycle facilities (Share the road signage and markings) in accordance with the Gateway Bike Plan and the Bicycle and Pedestrian Master Plan for the City of University City. Traffic safety at the intersection of Forsyth and Lindell Blvd will be studied and improved.

Current Conditions:

Forsyth Boulevard is a City owned and maintained street which interconnect City of Clayton and the City of St. Louis. The current pavement conditions are deteriorated, and sidewalks need to be made ADA accessible. There is lack of bicycle facilities on the Forsyth Corridor traffic signal need upgrading.

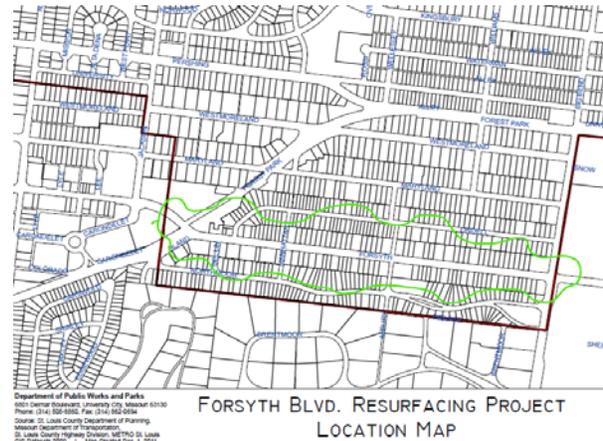


Project Goals:

- Provide a comfortable, safe and economical road and sidewalk surface for motorist, bicycles and pedestrians and individuals with disabilities.
- Improve safety at Forsyth - Lindell Ave intersections for vehicular and pedestrian traffic movements.

Financial Implications:

Reduce the need for additional capital improvement dollars expenditure for pavement deterioration. New sidewalks will not need maintenance for many years and will reduce emergency repairs for trip hazards and eliminate standing water which causes rapid deterioration of the street pavement. Traffic Signal will continue to be maintained by St. Louis County at no additional rates. Pavement markings will be included in a pavement marking contract for City wide pavement markings.



Project Funding Services & Schedule

Source	Prior Year	FY17	FY18	FY19	FY20	FY21	Total
Capital Imp.	30,000	4,000	184,000		-	-	\$ 218,000
Fed Grant	120,000	16,000	736,000		-	-	872,000
Total	150,000	20,000	920,000		-	-	\$ 1,090,000

Five-Year Capital Improvement Projects
July 1, 2016 through June 30, 2021

Department: Public Works and Parks
Program: Public Works and Parks Capital Improvement
Project: River des Peres Improvements Design/Construction
Amount: \$500,000

Project Details

Project Description:

In FY15, the began the removal of some of the invasive species along the upper banks of the south drainage area of the River des Peres. The City will also contract to have more of the species removed from the lower banks. The City will continue to remove invasive species, and start to lay back the banks of progressive sections over the years.

Current Conditions:

The drainage area is completely overgrown with invasive species and other undergrowth. Litter and debris along the banks, stuck in the invasive species and filling the bed of the river. This decreases the volume of water that can be moved through this area during rainy seasons.

Project Goals:

- Increase the volume of water that can be stored during flooding. Thus potentially reducing flooding upstream.
- Improve aesthetics within Heman Park.
- Improve site visibility into the park from Vernon Avenue.

Financial Implications:

Minimal increase to the cost of maintenance of this area once improvements are completed in order to ensure that the invasive species do not take over again. Once purposefully chosen plants on the banks have been established, the maintenance required will decrease.



Project Funding Services & Schedule

Source	Prior Year	FY17	FY18	FY19	FY20	FY21	Total
Parks & Storr	120,000	180,000	150,000	200,000	250,000	250,000	\$1,030,000
Total	120,000	180,000	150,000	200,000	250,000	250,000	\$1,030,000

Five-Year Capital Improvement Projects
July 1, 2016 through June 30, 2021

Department: Public Works and Parks
Program: Solid Waste Capital Improvement
Project: Heman Pool Trash Enclosure
Amount: \$30,000

Project Details

Project Description:

This project includes tearing down and rebuilding the trash enclosure on an expanded footprint. These dumpsters are used for waste generated by Centennial Commons and Heman Park Pool.

Current Conditions:

The dumpster area is in disrepair and constructed so that waste is easily visible to visitors of the Heman Pool and Centennial Commons. In addition, the enclosure only fits one trash dumpster. Recycling is collected in small roll-out containers. Reduced labor costs will occur by using the enclosure for a recycling dumpster in the enclosure with the trash dumpster.



Project Goals:

- Provide a safer and healthier environment.
- Improve the appearance of the area

Financial Implications:

The improvements to the dumpster area will reduce manpower currently necessary to continually tidy the area due to restricted space for trash, as well as reduce manpower for bulk recycling collection instead of small batch collection.



Project Funding Services & Schedule

Source	Prior Year	FY17	FY18	FY19	FY20	FY21	Total
Solid Waste	-	30,000	-	-	-	-	\$ 30,000
Total	-	30,000	-	-	-	-	\$ 30,000

Five-Year Capital Improvement Projects
July 1, 2016 through June 30, 2021

Department: Public Works and Parks
Project: Renovation of Tennis courts at Kaufman Park

Program: Park Maintenance
Amount: \$300,000

Project Details

Description:

This project will renovate the tennis courts in Kaufman Park; a new synthetic playing surface on two courts and post-tensioned concrete on two courts; new practice boards and fencing will be installed.

Existing Conditions:

Currently the asphalt surface is deteriorating; large cracks are worsening and the surface coating is beginning to pull up. The fence is original and is in need of replacement.

Goals:

Renovate courts with two type surfaces
 Provide a nearly maintenance free tennis court surface which is more resilient; limiting injuries and wear and tear on the player's knees.

Ongoing Cost:

The courts will need painting every 6 to 8 years; the synthetic turf will require yearly grooming.



Project Funding Sources & Schedule

Source	Prior Year	FY17	FY18	FY19	FY20	FY21	Total
Parks & Storm Water	-	300,000					\$ 300,000
Total	-	300,000	-	-	-	-	\$ 300,000

**Five-Year Capital Improvement Projects
July 1, 2016 through June 30, 2021**

Department: Public Works and Parks
Program: Public Works and Parks Capital Improvement
Project: Kingsland Avenue Bridge Replacement
Amount: \$1,671,000

Project Details

Project Description:

This project will reconstruct sections of Kingsland Ave. cover over the northeast branch of River Des Peres from south of Bartmer Ave. intersection to north of Etzel Ave. intersection. This bridge is eligible for Federal transportation grant funding because is structurally deficient. It is used by commercial and residential vehicles since it provides north-south access to Olive Blvd and Page Avenue. Design engineering is scheduled to start in the Winter of 2015, with construction beginning Summer of 2016.

Current Conditions:

This project aims to improve the deteriorated condition of this structure to remove deficiencies and maintain Kingsland Ave. and its intersecting streets safely open to public travel.



Project Goals:

- The work scope will include removal and reconstruction of bridge sections, reconstruction of the street pavement above these bridge sections, pavement markings and any incidental work related to these improvements.

Financial Implications:

The city will be responsible for future periodic maintenance costs for cleaning bridge components, overlaying decks, maintaining the integrity of joint seals and spot painting steel beams.



Project Funding Services & Schedule

Source	Prior Year	FY17	FY18	FY19	FY20	FY21	Total
Capital Imp.	40,600	430,400	-	-	-	-	471,000
Fed Grant	104,400	1,095,600	-	-	-	-	1,200,000
Total	145,000	1,526,000	-	-	-	-	1,671,000

Five-Year Capital Improvement Projects
July 1, 2016 through June 30, 2021

Department: Public Works and Parks
Project: Installation of new swing set at Millar Park

Program: Capital Improvement
Amount: \$50,000

Project Details

Description:

The renovation of Millar Park will be completed in the spring of 2016. The work included new restroom, pavilions, playground, and renovations to the trail and athletic fields. Funding did not allow for the installation of a new swing set at the playground. Staff recommends new swing sets be installed when a playground is replaced.



Existing Conditions:

The new playground at Millar Park does not include a swing set.



Goals:

Install new swing set to improve quality of activities, safety and ensure equipment meets ADA and CPS guidelines.

Ongoing Cost:

The cost of maintenance will be reduced with the addition of a poured in place safety surface.

Project Funding Sources & Schedule

Source	Prior Year	FY17	FY18	FY19	FY20	FY21	Total
Parks & Storm Water	-	50,000				\$	50,000
Total	-	50,000	-	-	-	- \$	50,000

**Five-Year Capital Improvement Projects
July 1, 2016 through June 30, 2021**

Department: Public Works and Parks
Program: Capital Improvement
Project: Morgan-Wilshire Alignment and Drainage
Amount: \$250,000

Project Details

Project Description:

Morgan Ave. and a section of Wilshire Ave. near its intersection with Morgan were originally developed without curbs and gutters. The grades of these streets cause an interruption of proper drainage and a section of the public sidewalk in front of 7736-7740 Morgan as well as other parts of the streets flood in rain events. A drainage design and reconstruction of these streets and sidewalks following the new design are planned for future maintenance of a functioning street. This construction project is also intended to address inadequate street horizontal curvature properties for traffic movement at Morgan-Wilshire intersection.

Current Conditions:

Morgan Ave. roadway profile lacks a sufficient surface water collection system and therefore causes flooding that makes a section of the sidewalk impassable. The roadway on Morgan and Wilshire also holds water on several areas causing wintertime icing hazards as well as summertime mosquito breeding spots. The Morgan-Wilshire intersection layout was affected by the width of the nearby County urban collector North&South Rd. and does not provide sufficient width for safe two-way traffic flow.

Project Goals:

- Street design for proper drainage including relocation of a storm sewer inlet and Americans with Disabilities Act-compliant sidewalks.
- Street-sidewalk reconstruction following the design profile and cross section.
- Establishment of sufficient horizontal curvature alignment at Morgan-Wilshire intersection.



Financial Implications:

Street pavement deterioration due to improper drainage conditions will be reversed and a new roadway profile-cross section will be established to be placed on a routine maintenance schedule for better cost-efficiency in expending maintenance dollars. City's liability exposure due to non-compliant sidewalks and roadway intersection curvature will be eliminated.

Project Funding Services & Schedule

Source	Prior Year	FY17	FY18	FY19	FY20	FY21	Total
Capital Impr.Sales Tax	-	30,000	220,000	-	-	-	\$ 250,000
Total	-	30,000	220,000	-	-	-	\$ 250,000

Five-Year Capital Improvement Projects
July 1, 2016 through June 30, 2021

Department: Public Works and Parks
Program: Capital Improvement
Project: Sidewalk and Curb Maintenance
Amount: \$2,775,000

Project Details

Project Description:

Each year, the City performs concrete sidewalk, curb, and alley repairs. The amount of maintenance that can actually be performed is based on funding levels.

Current Conditions:

Every two (2) years, all City sidewalks and curbs are inspected and rated. Sidewalks and curbs are rated on a scale of one (poor) to 10 (excellent). Concrete repairs are performed on the most poorly rated sidewalks and curbs. For any block the City performs maintenance, the sidewalks and curbs are constructed to current ADA standards including the curb ramps at intersections.

Project Goals:

- Provide a safe and economical walking surface. Improve the drainage of the streets. Curb maintenance helps to eliminate standing water.
- Replace all the curbs and sidewalks per current ADA standards before street paving.

Financial Implications:

New sidewalks will not need maintenance for many years and will reduce emergency repairs for trip hazards and eliminate standing water which causes rapid deterioration of the street pavement.



Project Funding Services & Schedule

Source	Prior Year	FY17	FY18	FY19	FY20	FY21	Total
Capital Imp.	380,000	400,000	600,000	500,000	450,000	450,000	2,400,000
CDBG	75,000	75,000	75,000	75,000	75,000	75,000	375,000
Total	455,000	475,000	675,000	575,000	525,000	525,000	2,775,000

**Five-Year Capital Improvement Projects
July 1, 2016 through June 30, 2021**

Department: Public Works and Parks
Program: Capital Improvement
Project: Street Resurfacing
Amount: \$4,000,000

Project Details

Project Description:

More than 95% of the City's streets are constructed of asphalt. Each year, the City performs street resurfacing to improve the condition of the pavement.

Current Conditions:

Every two (2) years, Public Works and Parks inspects and rates all City pavement on a scale of one (poor) to 10 (excellent). Streets rated five or below require significant repair. Streets rated a seven or above are in good condition, but require maintenance and repairs for further preservation.



Project Goals:

- Provide a comfortable, safe and economical road surface.
- Perform repairs to streets with significant deterioration to prevent them from failing, at which point the cost of replacement is higher.

Financial Implications:

When a paved road reaches about 75% of its service life, deterioration accelerates. If routine maintenance is not performed, restoration costs are four to five times higher. With a program of planned pavement maintenance, major savings in rehabilitation costs may be achieved.



Project Funding Services & Schedule

Source	Prior Year	FY17	FY18	FY19	FY20	FY21	Total
Capital Imp.	140,000	300,000	400,000	1,100,000	1,100,000	1,100,000	4,000,000
Total	140,000	300,000	400,000	1,100,000	1,100,000	1,100,000	4,000,000

Five-Year Capital Improvement Projects
July 1, 2016 through June 30, 2021

Department: Public Works and Parks
Program: Solid Waste Capital Improvement
Project: Transfer Station Improvement
Amount: 100,000

Project Details

Project Description:

This project includes the completion of repairs to the transfer station which were determined to be necessary through an evaluation completed in 2012, necessary structure repairs, as well as the addition of an enclosure to the opening of the transfer station roof structure. Per the Department of Natural Resource's (DNR) evaluation of the Transfer Station on May 7, 2015, "Access must be restricted to the inner part of the building as well as prevent infiltration of rain water into the building."

Current Conditions:

In spring of 2016, the City will hire a contractor to continue the transfer station repairs but will not complete all necessary repairs addressed in the study. This project will complete the repairs listed in the study as well as the new issues with the transfer station structure. In addition, the enclosure is a necessary improvement to comply with DNR's Transfer Station permit requirements.



Project Goals:

- Extend the life of the structure.
- Provide a safer work environment.
- Comply with DNR's permit requirements.

Financial Implications:

The repairs to the transfer station will eliminate the ongoing cost of spot repairs and improve the safety of employees and other users.



Project Funding Services & Schedule

Source	Prior Year	FY17	FY18	FY19	FY20	FY21	Total
Solid Waste	55,000	50,000	-	-	-	-	\$ 50,000
Total	55,000	50,000	-	-	-	-	\$ 50,000

History of University City, Missouri

The Early Years

In 1902, Edward Gardner Lewis purchased 85 acres of farmland just northwest of the 1904 St. Louis World's Fair Forest Park construction site. Lewis was the publisher of the Woman's Magazine and the Woman's Farm Journal, which had outgrown two locations in downtown St. Louis. The 85-acre area would be the headquarters for the Lewis Publishing Company, as well as the site for a "high-class residential district." Lewis decided to develop the area as a model city, a real "City Beautiful."

Lewis broke ground for the publishing company's headquarters in 1903. The Magazine Building (now City Hall), an ornate octagonal tower standing 135 feet tall, dominated the view of the area. An eight ton beacon beamed from atop the building. Soon, other architecturally significant structures and developments were erected - an austere Egyptian temple, the Lion Gates and the Art Academy.

The first subdivision was carefully designed around the landscape park and private place movements. The design included varying lot sizes, and a great mix of architectural style, size, and price of houses were represented. Before the subdivision was fully developed, it was important to the 1904 St. Louis World's Fair. Instead of letting the acres stand idle, Lewis built a tent city to house families visiting the Fair. The popular "Camp Lewis" offered comfortable and convenient accommodations and catered meals.

A City Realized

The City of University City was formally incorporated in September 1906 and Lewis became the first mayor. The city's name reflected the community's proximity to Washington University, and Lewis' hope was that it would become a center of learning and culture.

Over the next few years with Lewis' guidance, subdivisions developed, banks opened, and commercial activity prospered. The University City School District formed and in 1915, University City was one of the first cities in the country to develop a junior high school system.

During the 1920s, thousands of people resettled to less populated communities to the west of St. Louis. The 1920 Census revealed that University City had a population of 6,702, an increase of 177% - the largest percent increase recorded during that decade in any Missouri town. Between 1920 and 1930 more than 19,000 people moved to the City, bringing its population to 25,809. Many of the residents were foreign-born.

On February 4, 1947, University City voters adopted home rule charter and firmly established a new Council-Manager form of municipal government. The city expanded to its current boundaries by the 1960s and comprised 5.8 square miles. During the decades following final annexation, the City has seen much population change, development and redevelopment, and political controversy and stability. Robert H. Salisbury, in an introduction to *Legacy of the Lions* wrote the following:

How has University City (or U City as the locals say) maintained this distinctiveness? One factor has been the early realization by Lewis and his successors that housing development would be more interesting, attractive and stable if the bulldozer were restrained, the contours of the land respected, and the residential areas made into viable neighborhoods rather than mere housing tracts. A second force of great importance was (and is) the schools. Early on U. City created a school system, made it a high priority item on the civic agenda, and recognized that excellent schools helped build a first class community. Third, there were some remarkable men and women who gave enormously of themselves to build and sustain a community that they and their children could live in proudly and happily. U City has been, above all, a community of devoted citizens ...

Sources

Tim Fox, editor, *Where We Live: A Guide to St. Louis Communities* (Missouri Historical Society Press, 1995) 162-164.

NiNi Harris. *Legacy of Lions*. The Historical Society of University City, University City, Missouri, 1981. The Historical Society of University City, University City, Missouri. University City, Missouri: History in

**Assessed Value and Estimated Actual Value of Taxable Property
Last Ten Fiscal Years (amounts expressed in thousands)**

Fiscal Year Ended June 30	Real Property¹	Personal Property	Railroad and Utilities²	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value	Assessed Value as a Percentage of Estimated Actual Taxable Value
2006	468,756	63,352	7,881	539,989	(see table below)	2,594,407	20.81%
2007	474,395	64,458	7,969	546,822	(see table below)	2,627,047	20.82%
2008	560,796	65,229	8,078	634,103	(see table below)	3,054,891	20.76%
2009	534,918	60,788	8,324	604,030	(see table below)	3,059,619	19.74%
2010	537,172	52,639	8,474	598,285	(see table below)	2,911,594	20.55%
2011	537,029	53,033	8,474	598,536	(see table below)	2,885,607	20.74%
2012	532,495	53,577	9,129	595,201	(see table below)	2,886,720	20.62%
2013	530,263	57,676	8,993	596,932	(see table below)	2,887,085	20.68%
2014	497,822	57,629	9,332	564,783	(see table below)	2,718,366	20.78%
2015	500,437	59,837	9,608	569,882	(see table below)	2,734,643	20.84%

Total Direct Tax Rate

Fiscal Year Ended June 30	Residential	Commercial	Personal Property	Agricultural
2006	0.845	0.950	1.015	0.000
2007	0.906	1.014	1.077	0.000
2008	0.927	1.033	1.236	0.000
2009	0.922	1.069	1.229	0.000
2010	0.987	1.114	1.211	0.000
2011	0.761	0.866	0.923	0.000
2012	0.753	0.892	0.909	0.000
2013	0.753	0.776	0.909	0.000
2014	0.753	0.776	0.909	0.000
2015	0.753	0.731	0.879	0.000

¹ Assessments are based on January 1st valuations. Assessed valuations are determined and certified by the Assessor of St. Louis County.

² Railroad and Utilities are State Assessed. Locally assessed are included in Commercial Real and Personal. Laclede Gas Company and St. Louis County Water Company are included with personal assessments as they are local concerns.

Sources:

St. Louis County Department of Revenue

www.revenue.stlouisco.com/pdfs

www.revenue.stlouisco.com/collection/yourtaxrates.aspx

Demographic And Economic Statistics – Last Ten Years

Fiscal Year	Population ¹	Personal Income ¹	Per Capita	Median Age ¹	Education Level %	Public School Enrollment ²	Unemployment Rate ³
			Personal Income ¹		Bachelor's Degree or Higher Age 25+ ¹		
2006	37,428	1,006,850,628	26,901	35.4	87.4%	3,515	5.2%
2007	37,428	1,006,850,628	26,901	35.4	87.4%	3,495	5.3%
2008	37,428	1,006,850,628	26,901	35.4	87.4%	3,262	5.3%
2009	37,428	1,006,850,628	26,901	35.4	87.4%	3,135	7.6%
2010	37,428	1,006,850,628	26,901	35.4	87.4%	3,141	7.6%
2011	35,371	1,223,624,374	34,594	37.4	91.0%	3,160	8.6%
2012	35,371	1,223,624,374	34,594	37.4	91.0%	3,160	7.2%
2013	35,371	1,223,624,374	34,594	37.4	91.0%	3,155	6.0%
2014	35,371	1,223,624,374	34,594	37.4	91.0%	3,160	6.2%
2015	35,371	1,223,624,374	34,594	37.4	91.0%	3,067	5.3%

Sources:

¹U.S. Census Bureau 2010

²City of University City School District, 2014-2015

³Missouri Economic Research and Information Center, Missouri Department of Economic Development

Principal Property Tax Payers - Fiscal Year 2015

Rank	Taxpayer	Type of Business	Taxable Assessed Value (in thousands)	Percentage of Total Taxable Assessed Value
1	Wyncrest St. Louis L P	Apartments	\$ 7,186	1.27%
2	McKnight Place Partnership I LLLP	Apartments	6,250	1.11%
3	McKnight Place Partnership II LLP	Apartments	1,903	0.34%
4	MCWRD University City Square LLC	Retail Outlet	1,894	0.31%
5	Missouri American Water Company	Utilities	1,757	0.31%
6	U City Lions LLC A Missouri LTD Liability	Retail Outlet	1,723	0.31%
7	Mansions on the Plaza LP	Apartments	1,596	0.28%
8	Laclede Gas Company	Utilities	1,434	0.25%
9	McKnight Place Extended Care LLC	Apartments	1,205	0.21%
10	Deutsch Family Investments LLC	Property Investment	1,155	0.20%
Total			\$ 26,103	4.62%

Sources:

St. Louis County Department of Revenue Collection Division



Principal Employers

Employer	Employees¹	Type of Business	Percentage of Total City Employment²
City of University City ³	533	Local Government	7.14%
University City School District	414	School District	5.55%
Gatesworth Community	243	Retirement/Independent Living/Nursing Community	3.25%
Winco Window Company Inc	130	Manufacturer – Commercial Aluminum Windows	1.74%
Schnucks Supermarket	135	Supermarket/Grocer	1.81%
McKnight Place Extended Care	125	Retirement/Independent Living/Nursing Community	1.67%
McKnight Place Assisted Living	65	Retirement/Independent Living/Nursing Community	0.87%
Blueberry Hill	85	Restaurant	1.14%
U City Forest Manor LLC	82	Nursing Facility	1.10%
Cicero's	60	Restaurant	0.80%

Sources:

¹Results of survey conducted by University City staff, June 2015

²Total City Employment: 7,466

³City of University City total represents full-time, part-time and seasonal staff employed at fiscal year end June 30, 2015

Glossary

Account: A record used in the general ledger to document related revenues and expenditures.

Appropriation: The legal authorization granted by the City Council allowing the City to incur obligations and make expenditures of resources.

Assessed Valuation: Estimated value of property used to levy taxes. Assessed valuation is set by the Assessor of St. Louis County, Missouri.

Assigned Fund Balance: The portion of the net position of a governmental fund that represents resources set aside (“earmarked”) by the government for a particular purpose.

Balanced Budget: The principle of financing current expenditures with current revenues and the accumulated unrestricted fund balance.

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.

Basis of Budgeting: Method used to determine when revenues and expenditures are recognized for budgetary purposes.

Bonds: A written promise to pay a specified sum of money, including periodic interest at a specified rate, at a specified date in the future.

Budget: A financial plan indicating the revenue and expenditures that an organization anticipates for a given time period.

Capital Improvement Program (CIP): A long-range plan for the development and/or replacement of long-term assets such as streets, buildings, and park improvements. The City’s Capital Budget Policy describes Capital Improvement Program (CIP) as construction, installations, or acquisitions having a long life expectancy, a fixed nature and a unit value of \$25,000 or more.

Capital Outlay: Capital Outlay accounts are normally reserved for buying assets which are required for operations which have a relatively short-term use, such as vehicles, computers, and other equipment. These items must be purchased with an initial cost of more than \$5,000 and an estimated useful life in excess of one year that adds a fixed asset to a business or increase the value of an existing fixed asset.

Cash Basis: Basis of accounting that recognizes transactions or events when related cash amounts are received or disbursed.

Certificates of Participation: A form of financing in which investors purchase a share of a lease agreement made by the city.

Committed Fund Balance: The portion of net position of governmental fund that represents resources whose use is subject to a legally binding constraint that is imposed by the government itself at its highest level of decision-making authority and that remain legally binding unless removed in the same manner.

Commodities: Supplies and products purchased by the City.

Community Development Block Grant: Grant funds received by the City and administered through the St. Louis County to help enhance Community Development Block Grant qualified areas.

Contingency: An appropriation of funds used to cover unexpected or extraordinary events.

Contractual Services: Expense incurred for a service provided by a contractor or vendor to the City based on an agreement of terms.

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 obligation long-term debt principal, interest, and related cost.

Department: A component of an organization that is comprised of divisions and programs that share a common purpose or perform similar duties.

Enterprise Fund: A fund which accounts for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Expenditure: A decrease in net financial resources. This includes current operating expenses requiring the present or future use of current assets.

Fees: A term used for any charge levied by the City for providing a service, permitting an activity, or imposing a fine or penalty.

Fiscal Year: The period used to account for the City's financial activity. The City of University City's fiscal year begins July 1 and continues through June 30 of the following year.

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 Balance: Net position of governmental fund (difference between assets, liabilities). The accumulative excess of revenues over expenditures in a fund at a point in time. With certain limitation, fund balance may be used to balance the subsequent year's budget.

Fund Balance Policy: Policy to maintain fund balance at a predetermined target level.

General Fund: The primary operating fund of the City which is used to account for all financial resources except those required to be accounted for in another fund.

General Obligation Bond (GO Bond): The Missouri Constitution provides that, subject to voter approval, cities may issue general obligation bonds in an amount not exceeding 10% of the total assessed valuation of the taxable property of the City.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the practice at a particular time; they include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a stand by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).

Governmental Funds: This type of fund accounts for how general government services are financed in the short term and what financial resources remain available for future spending.

Grants: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically these contributions are made to local governments from the state and federal governments. Grants are usually made for specific purposes.

Gross Receipts Tax: Levy on utility bills paid to electric, gas, telephone, water and sewer companies.

Intergovernmental Revenue: Revenue collected and reimbursed by other governments, such as the county, state, and federal government.

Internal Service Fund: This fund is used to account for services provided to other departments of the City by the Fleet Maintenance division. Charges for services are allocated to various City programs on a cost recovery basis.

Levy: The total amount of taxes, special assessments or service charges imposed by a government.

Modified Accrual Basis: Basis of accounting recommended for use by governmental funds. Revenues are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred pursuant to appropriation authority.

Nonspendable Fund Balance: The portion of the net position of a governmental fund that cannot be spent either because the underlying resources are not in spendable form or because the government is legally or contractually required to maintain the resources intact.

Object Code: An accounting classification which identifies the type of expenditure incurred.

Pay-as-you-go: A governmental unit that finances all of its capital outlays from current revenues rather than by borrowing.

Per Capita: For each person.

Personal Services: Payment of salaries, wages and fringe benefits to and for City employees.

Program: A budgetary unit which includes specific and distinguishable lines of work carried out by an organization.

Property Tax: An annual tax on the values of certain types of personal or business wealth, represented by real or personal property.

Proposed Budget: The recommended budget presented to City Council by the City Manager.

Restricted Fund Balance: The portion of the net position of a governmental fund that represents resources subject to externally enforceable constraints.

Revenue: An increase in fund balance caused by an inflow of assets, usually cash.

Special Obligation Bond: The obligation typically carry higher interest than GO Bond and lease obligations.

Taxes: Compulsory charges levied by a government to finance services performed for the common benefit.

Transfer: A transfer is a movement of monies from one fund, activity, department or account to another. This includes budgetary funds and/or movement of assets.

Unassigned Fund Balance: The difference between total fund balance in a governmental fund and its nonspendable, restricted, committed, and assigned components.

Acronyms

CALOP	Commission for Access and Local Original Programming
CDBG	Community Development Block Grant
CID	Community Improvement District
CIP	Capital Improvement Program
EAP	Employee Assistance Program
EDRST	Economic Development Retail Sales Tax
EMS	Emergency Management Services
FED	Federal
FEMA	Federal Emergency Management Agency
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
HEO	Heavy Equipment Operator
LSBD	University City Loop Special Business District
LSV	Life Saving Vehicle
MLC	Municipal Library Consortium of St. Louis County
MSD	Metropolitan St. Louis Sewer District
NID	Neighborhood Improvement District
PGSD	Parkview Gardens Special District
SBD	Special Business District
SEMA	State Emergency Management Agency
SLAIT	St. Louis Area Insurance Trust Pool
TDD	Transportation Development District
U CITY	University City