



# **CITY OF UNIVERSITY CITY, MISSOURI**

**6801 Delmar Boulevard, University City, MO 63130**

**314-862-6767**

**[www.ucitymo.org](http://www.ucitymo.org)**



**ADOPTED BUDGET FISCAL YEAR 2021**

**July 1, 2020 to June 30, 2021**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
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PRESENTED TO

**City of University City  
Missouri**

For the Fiscal Year Beginning

**July 1, 2019**

*Christopher P. Morill*

Executive Director



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**Gregory Rose, City Manager**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8534, Fax: (314) 863-9146

April 27, 2020

Honorable Terry Crow, Members of the City Council,  
and Residents of the City of University City, Missouri:

In accordance with Article III § 19(2) of the Charter of the City of University City, it is my honor to present the recommended balanced FY2021 Annual Operating Budget and Capital Improvement Program FY2021- FY2025. The proposed budget was prepared with the following priorities in mind:

- Economic Development
- Public Safety
- Improved Infrastructure
- Community Quality of Life and Amenities
- Encourage High Quality Growth
- Prudent Fiscal Management
- Our Employees

This proposed annual operating budget and the companion capital improvement plan are drafted during a period of high volatility in the economy due to COVID 19. As such, there is a chance many adjustments will be recommended, to address an ever-changing economy, during the fiscal year. That said, this recommended budget presumes the same level of property taxes will be received in FY21 as was collected in FY20; a 30 percent reduction in sales tax revenues; 2 percent increase in the health care rate; and a 15 percent increase in workers compensation rate. To offset the increase the proposed budget eliminates 15 full time positions and numerous part-time positions; no cost of living allowance is recommended; wages have been frozen for all employees except public safety personnel; and a portion of our reserves are used. The objective of this budget is to maintain service level in all operations and continue to strengthen the Police and Fire Pension Fund.

Following are a few of the budget highlights:

**Budget Highlights**

- 1) Assumes a reduced property tax rate
- 2) Combines Planning and Development and Economic Development
- 3) Eliminates 15 full time positions
- 4) No COLA
- 5) Freezes wages for all employees except public safety
- 6) Funds the Capital Improvement Program FY2021-FY2025
- 7) Increases Public Safety Transfer to offset public safety personnel wage and benefit increases
- 8) Uses a portion of reserves to balance budget

**Budget Overview:**

This section is intended to provide you with a summary and highlight significant recommendations for the funds included in this budget.

*General Fund*

The General Fund budget is the largest operating budget for the City as it contains the bulk of the expenses and revenues associated with the services we provide. The proposed budget estimates total revenues for General Fund at \$23,512,855. These revenues include transfers in for loan repayments totaling \$743,660. Loan repayments are from Public Safety Fund \$538,700; Parking Garage Fund \$53,220; Golf Course Fund \$53,220; Parks and Storm Water Fund \$41,280; and Sewer Lateral Fund \$57,240. In addition to the loan repayment, General Fund receives a transfer in from the Public Safety Fund of 800,000 to fund the increased salary and benefit cost for public safety employees and a portion of police capital equipment. With regards to expenses, we are budgeting General Fund expenses totaling \$25,377,642 which includes a transfer out from General Fund of \$1,081,331 to the Fleet Fund for the bulk of the expenses associated with this operation. When comparing total revenues to total spending a deficit of \$1,864,787 is realized. I am recommending using General Fund reserves to offset the deficit, leaving General Fund with a reserve balance of 22 percent when compared to expenditures. This represents a higher fund balance than the required 17 percent as outlined in your financial policies. Following are General Fund Budget highlights:

- Eliminates 14 full time positions and numerous part time positions
- Funds the limited opening of Centennial Commons and Community Center
- Funds limited pool operations
- Budgets a 22 percent fund reserve
- Combines Planning and Development with Economic Development
- Transfers Fleet Maintenance to Parks, Recreation, and Forestry

*Public Safety Sales Tax Fund*

The Public Safety Sales Tax Fund was created as a separate fund in FY2019 to be more transparent relative to the use of these funds. In FY2018 a loan of \$6 million was made to this Fund to cover the initial costs of the evaluation of the Annex, and the possible design and construction of a new police station or renovation of the Police Annex. Revenues are estimated at \$1,448,500. Repayment of the loan began in FY2020 with an initial payment of (\$538,700). In addition to the loan payment, the Public Safety Funds transfers (\$545,000) to General Fund to offset the increase in public safety personnel salaries and benefits due to the adjustments made as a result of the class and compensation study and annual salary adjustments; and (\$255,000) to offset a portion of the Police Department's capital equipment. The total amount of transfer to General Fund is (\$1,338,770). A second transfer of (\$504,095) is recommended from this Fund to the Police and Fire Pension Fund to help strengthen the fund. Capital projects funded from this fund are the following: Ladder Truck Purchase Set Aside (\$250,000); Police Vehicle Purchase (\$140,000); Ambulance Replacement (\$150,000); Fire Marshall Vehicle (\$50,000); Fire Drone Equipment (\$22,000); Medical Supplies (\$23,715); Speed Reduction Trailer (\$50,000) and Speed Reduction Equipment (\$10,000). Capital Improvement Program projects total (\$695,715). These expenditures combined total (\$2,653,510), which includes the debt service of (\$115,000) for a fire truck. The deficit of (\$1,205,010) will be absorbed by the Fund's fund balance.

#### *Golf Course Fund*

The Golf Course Fund was created in FY2019 because it meets the definition of an enterprise fund, inasmuch that it operates as a private business. Total revenues for the fund are an estimated \$725,000 with expenditures being (\$721,440). Expenditures include (\$50,000) to fund golf course netting; (\$50,000) to repave the parking lot; and (\$53,220) as an annual payment of the \$500,000 loan from General Fund. A portion of the Fund's fund balance is proposed to be used to offset the (\$49,600) deficit. Because expenditures continue to exceed revenues in this Fund, we will need to explore a fee increase in green fees in the upcoming fiscal year. The golf course is currently closed due to COVID – 19 but is expected to open prior to the start of the fiscal year.

#### *Solid Waste Fund*

The Solid Waste Fund is another enterprise fund. Revenues for FY2021 are estimated at \$3,094,200 with expenditures being (\$3,286,514). A rate analysis is underway to evaluate future projected revenues and expenses to ensure that this Fund remains solvent. The Proposed FY2021 Annual Operating Budget is intended to maintain current service levels in this Fund. We are anticipating ending the FY2021 year with a fund balance of \$1,1514,024, representing a 35 percent reserve when compared to expenses.

#### *Parking Garage Fund*

The Parking Garage Fund represents our third enterprise fund. Estimated Revenues for the fund total \$253,624, with expenditures totaling \$125,911. Both revenues and expenses for this fund are closely tied to future economic activity in the University City Loop. This proposed budget shifts the management of the parking garage to the Public Works Department. In addition to normal operating expenses, the Fund allocates an annual payment of \$53,220 to repay a \$500,000 loan from General Fund.

#### *Park and Storm Water Capital Fund*

The Parks and Storm Water Fund is used to cover costs such as design, construction, operation, and maintenance associated with capital projects for parks, and storm water. Revenues are estimated at \$700,000, representing an approximate 50 percent reduction from FY20 revenue estimates. Revenues are lowered at a high percentage rate for this fund because they are only generated from economic activity in University City and are not a part of the pool tax system. Total expenses for this fund are estimated at (\$713,542) and include (\$41,280) for loan repayment; Capital Projects (\$433,509); and (\$238,753) for salaries and maintenance.

#### *Economic Development Retail Sales Tax Fund*

The Economic Development Retail Sales Tax (EDRST) Fund is used to promote economic development in University City. This budget recommends combining Economic Development with Planning and Development and eliminating the Economic Development Director position. Like the Parks and Storm Water Fund, the EDRST receives revenues from economic activity in University City and is not a part of the pool tax system. As such, revenues are estimated for the Fund at \$333,500, being an approximate 50 percent reduction from FY20 revenue estimates. We estimate \$90,965 for administrative expenses, which include half the salary and benefits of the Planning and Development Director and a part time University City Loop Special Business District Coordinator position. Although not yet budgeted, \$243,435 remains available for economic development activity as outlined in our codes.

*Fleet Internal Services Fund*

Funding for fleet services expenses is proposed as a transfer of (\$1,081,331) from General Fund, instead of funds being taken from multiple departments. Vehicle purchases are proposed to be budgeted in the respective departments so that the purchases are more easily tracked. Revenues for the Fleet Internal Services Fund are estimated at \$1,081,331, with expenditures being \$1,081,331. This fund will have an estimated fund balance of \$100,000, as it is recommended to move to a cash basis.

*Sewer Lateral Replacement Fund*

The Sewer Lateral Fund provides help to residents with sewer lateral repairs. The Mayor and Council changed the amount of funding available to residents from this fund to a maximum of \$2,500 in FY2019. A restructuring of the fund was required due to the limited resources coming into the fund. Revenues are estimated at \$575,000, with expenditures at (\$545,827). Included in the expenditures is a payment (\$57,240) on the loans made from General Fund to this Fund. We are estimating \$134,580 as the ending fund balance.

*Capital Sales Tax Fund*

The Capital Sales Tax Fund is used to fund capital improvement, including the operation and maintenance of capital improvement. Revenues for this fund are estimated at \$1,756,000, with expenditures being \$1,935,467. The bulk of the expenditures (\$1,370,035) cover the cost of the capital budget. A transfer of \$300,000 to General Fund is proposed to cover some of the capital maintenance cost for City Hall. The deficit of (\$179,467) will be offset by the Fund's fund balance. A detailed description and cost of the capital projects proposed for funding is included in the Capital Improvement Program section of this proposed budget.

*Non-Uniform and Uniform Pension Funds*

The non-uniform and uniform pension plans are operating at approximately 80 percent and 72 percent respective funding levels at the end of FY2019. It is unknown as of the drafting of this letter, the COVID-19 impacts on both funds. Both the uniform and non-uniform plans are under evaluation to determine the appropriate funding levels. We have estimated a slightly higher transfer of (\$504,095) from the Public Safety Sales Tax Fund to keep the fund around its current funding level.

*Other Funds*

The Library Fund, which is included under the Library section of this proposed budget, the LSBF Fund, and Parkview Gardens Fund, which are included under the Special District section of this budget are all in good financial condition.

### **CAPITAL IMPROVEMENT PROGRAM**

The Proposed Capital Improvement Program FY2021 – FY2025 (CIP) is presented to the Mayor and Council as a part of this proposed annual operating budget. The CIP proposes a total of \$35,039,434 in capital spending over the next five years. The CIP recommends a total of 7 funding sources to cover capital expenses as follows: Capital Improvement Sales Tax Fund (\$11,578,480); General Fund (\$463,280); Golf Course Fund (\$421,000); Grant Fund (\$12,172,338); Parks and Storm Water Sales Tax (\$1,758,621); Public Safety Sales Tax (\$6,545,715); and Solid Waste Fund (\$2,100,000). The first year of the CIP is considered the Capital Budget and totals to \$3,964,539 in proposed expenditures.

### **Acknowledgements**

I must express my personal appreciation to the members of the management team for their diligent efforts in developing a budget under difficult circumstances that reflect the needs of their respective departments. Through this budget process, I believe that the departments have strengthened their understanding and relationships as to the needs and contributions that each provide.

A special recognition and commendation goes to the Finance Director Keith Cole and his staff. Countless hours have gone into endeavoring to ensure the accuracy of the information provided in this document.

I am confident that the programs included in this budget document reflect the policies and direction of the Mayor and Council and provide the financial plan for a successful year.

Respectfully submitted,



Gregory Rose  
City Manager, MPA, ICMA-CM

BUDGET AMENDMENTS FY21

**Revenue Adjustments**

Municipal Sales Tax	Increase from \$3,776,000 to \$4,690,000	+ \$914,000
Capital Sales Tax	Increase from \$1,756,000 to \$2,050,000	+ \$294,000
Local Use Tax	Increase from \$640,000 to \$853,000	+ \$213,000
Park Sales Tax	Increase from \$700,000 to \$845,000	+ \$145,000
Fire Sales Tax	Increase from \$338,000 to \$440,000	+ \$102,000
ED Sales Tax	Increase from \$334,000 to \$457,000	+ \$123,000
State Gas Tax	Increase from \$711,000 to \$800,000	+ \$89,000
County Road Tax	Increase from \$472,000 to \$623,000	+ \$151,000

*Total Revenue Increases* *\$2,031,000*

**Expenditure Adjustment**

Fleet	Increase Vehicle Maintenance (\$100,000)
Fleet	Increase Vehicle Insurance (\$25,000)
Fleet	Increase General Fund <b>Transfer</b> (\$55,000)
Solid Waste	<b>Transfer</b> (\$70,000) from Solid Waste Res. To Fleet Maintenance
Parks	Delete One Tree Trimmer \$47,000
Finance	Delete Accountant \$51,372
Parks	Increase Aquatics Part-Time (\$70,000)
Parks	Increase Centennial Commons Part-Time (\$60,000)
Golf Course	Increase Part-Time (\$85,000)
Fleet	Add Professional Services – Audit (\$23,000)

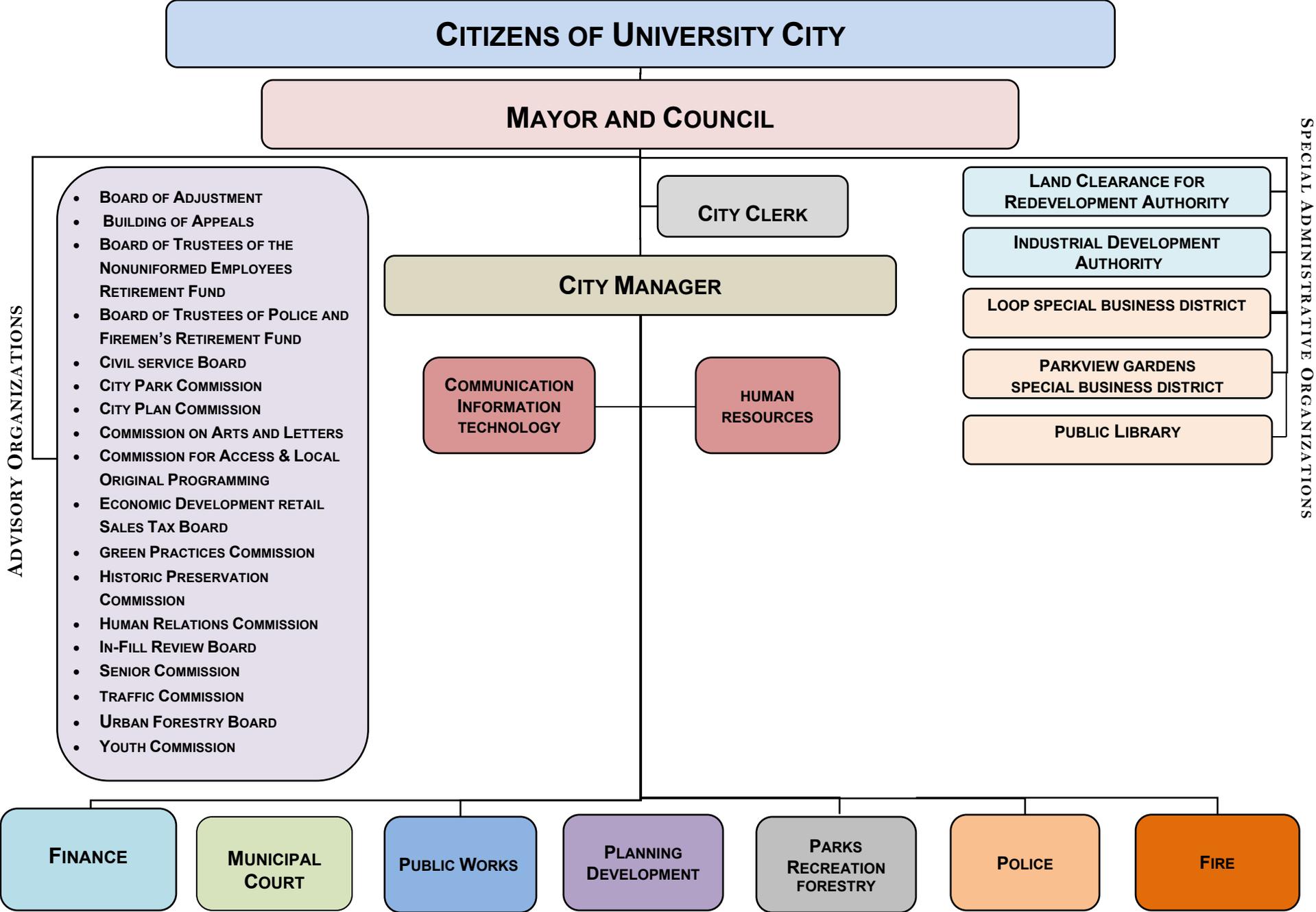
*Total Expenditure Adjustments* *\$264,628*



**Principal Officers**

<b>Mayor</b>	Terry Crow	
<b>City Council</b>	Steve McMahon Ward One	Jeff Hales Ward One
	Tim Cusick Ward Two	Aleta Klein Ward Two
	Bwayne Smotherson Ward Three	Stacy Clay Ward Three
<b>City Manager</b>	Gregory Rose	
<b>City Attorney</b>	John Mulligan, Jr.	
<b>Interim Director of Human Resources</b>	Fredrick Lemons	
<b>Director of Finance</b>	Keith Cole	
<b>Director of Public Works and Parks</b>	Sinan Alpaslan	
<b>Police Chief</b>	Larry Hampton	
<b>Director of Planning and Development</b>	Cliff Cross	
<b>Fire Chief</b>	William Hinson	
<b>Director of Communications</b>	Allison Bamberger	
<b>Director of Parks Forestry &amp; Recreation</b>	Darren Dunkle	

# GOVERNMENT OF THE CITY OF UNIVERSITY CITY, MISSOURI



## BUDGET CALENDAR FY 2021

<b>DATE</b>	<b>ACTION</b>	<b>PERFORMED BY</b>
February 3, 2020	Budgeted salaries increases are provided to City Manager and Department Directors	Finance
February 10, 2020	Submit completed Capital Improvement Program (CIP) forms to City Manager and Finance Department	Department Directors
February 17-21, 2020	Entering Department budgets and submit program indicators to Finance	Department Directors
March 16-27, 2020	Conduct Department meeting with Director presenting Proposed Budget	City Manager Department Directors
April 1, 2020	Follow up budget meeting with Department Director	City Manager Department Directors
April 22, 2020	Submit Proposed Budget to City Council	City Manager
June 8, 2020 (Council Meeting)	Hold official public hearing on FY 2021 Budget	City Council
June 15, 2020	Hold Council Budget Study Sessions	City Council City Manager Department Directors
June 22, 2020 (Council Meeting)	Adopt FY 2021 Budget and CIPs	City Council
July 1, 2020	Begin Fiscal Year 2021	All
August 3, 2020	Distribute final printed budget document	Finance



### 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 \$35.0 million are planned for the fiscal years 2021 through 2025. 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. This debt has been paid off in FY 2019. Started in September 2015, the remainder and majority of the debt are paid by capital improvement and park and storm water sales tax revenues.



### 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.

#### **Budget Document Changes**

The City strives to simplify and enhance the budget document for readability and to enhance understanding of the information. FY 2021 is the fifth year that contains substantial changes to the General Fund revenues and expenditures. Below is the listing of reorganization and informational items for the FY 2021 budget.

1. The City has separated the Parks division from Public Works and Recreation from Community Development; combined the two and created a new department as Parks, Recreation and Forestry.
2. The City has created a new special revenue fund, which started in FY 2019:
  - Public Safety Sales Tax – This fund is used to account for a revenue resource from one-half cents Public Safety Sales Tax passed by voters in April 2016.
3. The City has established two capital project 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 are 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.
4. 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. The City Council voted to reinstate the Fire Department Ambulance Services to begin services during FY 2020.

5. In FY 2020, the City reinstated pool operations management back in-house. The City's swim season runs from Memorial Day weekend through the second week in September, which is longer than any other municipal pool. In addition, the hours are extended daily through 8:00pm. This extend operation was implemented at the request of University City residents.

### **Account Changes**

Started in FY 2019, the City changed the accounting for the Golf Course operation from a program in Governmental Fund to be a newly created Enterprise Fund. This operation is part of Parks, Recreation and Forestry Department.

Started in FY 2011, 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 2012, 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 worth \$570,000 at the end of FY 2017.

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.



## READER'S GUIDE

The FY 2021 Budget Document represents the fiscal year observed by the City of University City, July 1, 2020 through June 30, 2021 (FY 2021). The document is prepared in a format that strives to reduce the level of difficulty for readers not familiar with municipal budgeting systems, yet still provides comprehensive information useful in communicating the overall financial direction and policies of the City of University City. The following pages provide additional narrative, graphics, and financial data at summary and detailed levels to assist the reader. The City's annual budget serves as a communication device, a policy document, a resource allocation and accountability tool, and a management tool. Each section of the document and its contents are described below:

**Introduction** – Provides a profile and brief history of the City including information regarding the local population, climate, and economy. In addition, this section describes the operating structure of the local government, identifies key municipal facilities, and provides a list of current city officials, as well as an organizational chart.

**Budget Summary** – Describes the budget process, fund structure, and basis of accounting used in the budget document. It also provides a budget message regarding the opportunities and challenges facing the organization, an assessment of the major revenues and expenditures, and various citywide budgetary statements. This section also includes analysis into how the budget relates to adopted key performance areas and goals.

**Fund Summaries** – The City operates several funds, each with its own appropriated budget. This section provides a statement of purpose and budget summary for each of the City's funds.

**Personnel Summary** – Full-Time, Part-Time and Full-Time Equivalency (FTE) by department and program.

**Department Summaries** – The City is organized by department, and as such each department has an authorized expenditure budget, which it must follow. Information for each department including goal statements, descriptive narratives, divisions thereof, and Full-Time Equivalency (FTE) levels are presented in this section. Capital outlay expenditures are shown in the **Capital Improvement Plan** section.

**Budget Detail** – This section provides a detailed line-item budget sheet for all City departments and/or divisions thereof.

**Capital Improvement Plan** – This section provides a detailed account of each capital improvement project proposal including descriptions, estimated costs, and anticipated operational impacts.

**Appendix** – Miscellaneous information that may be useful to readers such as financial policies, a personnel summary, and a glossary of terms and acronyms, are included in this section. The resolution adopting the budget is also included at the end of this section.



### 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 1<sup>st</sup> and ends on June 30<sup>th</sup> of the following year. The proposed budget period will be from July 1, 2020 to June 30, 2021 or as referred to in this document, Fiscal Year 2021 (FY 2021).

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](http://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.



**BUDGET SUMMARY**

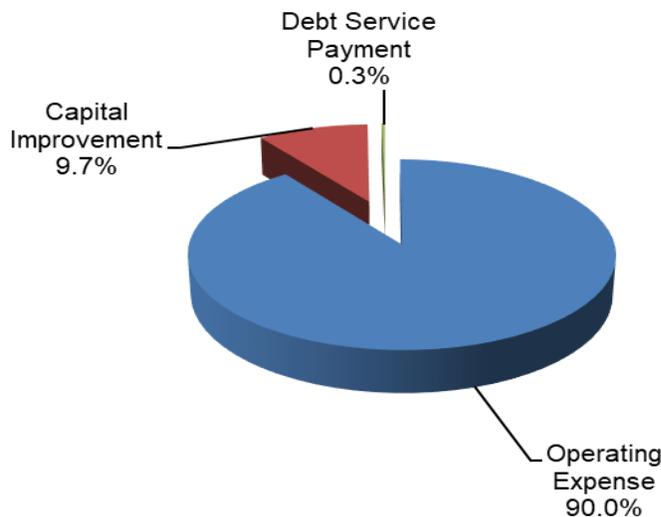
The annual budget for the City of University City is divided into four major components that include all appropriations for the City is explained below:

1. The *operating budget* finances the day-to-day provision of City services totaling \$36.8 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 \$4.0 million, which includes \$767 thousand from grants.
3. The *debt service budget* is used to repay money borrowed by the City, primarily for capital improvements, and amounts to \$115 thousand. This total represents a total expenditure from the Public Safety Sales Tax Fund for repayment from a capital lease agreement to finance the purchase of a fire ladder truck. The City does not have budget for Debt Service Fund due to the Certificates of Participation Series 2012 was paid off in FY 2020, and the General Obligation Bonds Series 2005 was paid off in FY 2015.
4. The *operating transfer in and transfer out* between General Fund and other funds mostly for overhead cost. The details of transfers are presented in the Combined Statement of Revenues, Expenditures and Fund Balance. The transfers in is offset with transfers out, as such they will not have any impact to the total operating expenditures.

The total budget, including all four components, is \$40.9 million for FY 2021. This represents an increase of \$4.0 million from the FY 2020 total budget. This is primarily due to the increase in police and fire operations, along with an increase in the City’s property insurance, workers compensation rates, and medical insurance.

As you can see from the pie chart below, the operating (90.0%) and capital improvement (9.7%) appropriations account for 99.7% of the total appropriations. Debt Service is accountable for 0.3%. Operating budget is discussed on the following page. The Capital Improvement Program can be found in the second to last section of this budget book.

**City of University City  
Total FY 2021 Appropriation**





### **Operating Budget**

The development of University City's FY 2021 budget was an open process designed to reflect the needs and desires of the community.

In January, the Finance Department initiated the budget input process for FY 2021, 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 2021 budget was the COVID-19 pandemic and the impact it was going to have on the City's resources to fund services to the community. The outcome of COVID-19 has yet to be truly determined due to the ongoing of the pandemic. Budgeting for the FY2021 sales tax revenues were quite challenging due to the undetermined outcome from the pandemic. Revenue resources have been moderately decreased for the General Fund due to the pandemic.

As part of the FY 2021 budget development process, departments proposed reductions to their ongoing General Fund base operating budgets where they could, except 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 public safety services, as defined by City Council strategic goals. However, due to the pandemic, the City had to close the pool for the 2020 summer and temporarily close Centennial Commons due to safety concerns.

The entire management team met in January through April to develop the City Manager's recommended budget.

### **Public Hearing on FY 2021 Budget**

The official public hearing was held on June 8, 2020. The Council Study Session was held on June 15, 2020.

### **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.
- Increase in assessed value of the properties in the City has resulted in a higher tax rates.
- FY 2021 General Fund excess of expenditures over revenues is offset by transfers in from other funds such as Public Safety, Park and Storm Water, Golf Course, and Parking Garage.
- Employee benefits continue to increase specifically for medical insurance.



### **Budgetary Basis of Accounting**

Basis of accounting refers to revenues and expenditures or expenses recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. The City uses the current financial resources measurement focus and the modified accrual basis of accounting for financial reporting for all governmental funds. Under the modified accrual basis of accounting, revenues are recorded when they are both measurable and available. The term "available" is defined as collectible within the current period or soon enough thereafter to be used to pay liabilities for the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the fiscal year. Expenditures generally are recorded when the liability is incurred, as under accrual accounting.

### **Relationship between Budgetary and GAAP Basis**

The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP) except for the fiscal year end. During the year, the departments monitored their budgets through reports generated by financial system which is maintained on the same basis as the adopted budget. The differences between the budgetary basis and GAAP are as follows:

- Some specific expenditures, such as compensated absences, are not recognized for budgetary purposes but are accrued.
- Principal payments on long-term debt within the Proprietary Funds are applied to the outstanding liability on a GAAP basis as opposed to being expended on a budget basis.

### **Amending the Budget**

Once the City Council adopts the annual budget, total expenditures cannot exceed the final appropriation. 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 financial system.



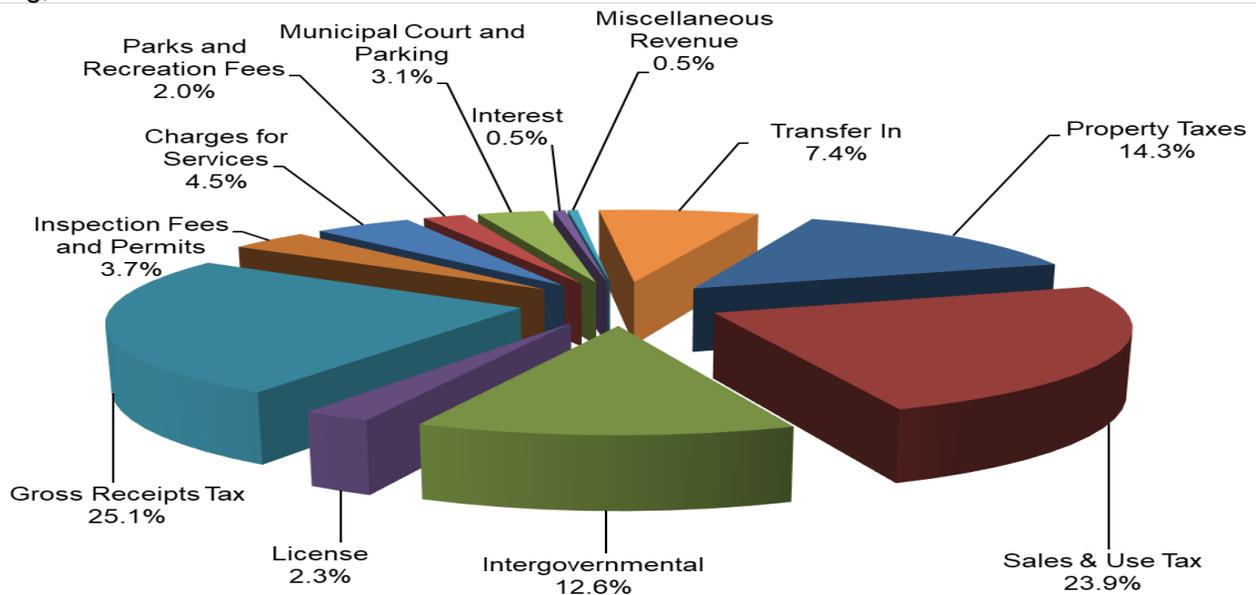
FUND DESCRIPTIONS

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 fourteen (14) 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, parking fees, and golf course 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 is a major fund that 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, interest and miscellaneous revenue.



For FY2021, the largest single source of revenue is the Gross Receipts Tax, or Utility Tax, at 25.1%. The next largest single source 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 23.9%, followed by Property tax at 14.3%, Intergovernmental at 12.6%, Charges for Services at 4.5%, Inspection Fees and Permits at 3.7%, and Municipal Court and Parking at 3.1%. The General Fund is projected to transfer in \$1.8 million, or 7.4% from other funds.



**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 2021, this fund projects revenue and expenditures in the amount of \$575,000 and \$545,827, respectively.

**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 2021 projected revenue for this fund is \$457,000.

**Public Safety Sales Tax Fund (Fund 15)**

In April 2017, St. Louis County imposed a one-half of one percent sales tax for the purpose of providing funds to improve police and public safety in St. Louis County and each of the municipalities within St. Louis County. The City created the separate fund to track revenue distributed by State. The FY 2021 projected revenue, expenditures and transfer out for this fund are \$1,448,500, \$810,715 and \$1,842,795, 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 2021, the City anticipates the total awards from all sources in the amount of \$767,000.

**Capital Project Funds:**

**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 the City's capital projects for annual infrastructure maintenance. The FY 2021 projected revenue, expenditures and transfer out for this fund are \$2,050,000, \$1,635,467 and \$300,000, respectively. This fund was presented as a major fund in FY 2019 CAFR.

**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 the capital projects for annual park and storm water maintenance. The FY 2021 projected revenue, expenditures and transfer out for this fund are \$845,000, \$672,262 and \$41,280, respectively. This fund was presented as a major fund in FY 2019 CAFR.

**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 the property tax levy for 2019 at the rate of \$0.139, \$0.133 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) cycle billing in FY 2013. Revenues are collected on specific months based on the route of services. In 2016, the City increased these fees by 12%. The projected revenue, expenditures and transfer out for FY 2021 are \$3,094,200, \$3,286,514, and \$70,000, for operation and leaf collection, 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. In FY 2018, the General Fund loaned the Parking Garage \$500,000 as an Interfund Loan. In FY 2021, the loan payment is scheduled to be \$53,220 for principle and interest. The revenue, expenditures and transfer out are projected to be \$253,624, \$125,911, and \$53,220, respectively. The source of revenue comes from the rental of ground floor retail space and parking revenues.

#### ***Golf Course (Fund 28)***

The Golf Course Fund is a new enterprise fund created in FY 2019. This fund provides operations and administration for the municipal golf course at Ruth Park. In FY 2019, the General Fund loaned the Golf Course \$500,000 as an Interfund Loan. In FY 2021, the loan payment is scheduled to be \$53,220 for principle and interest. In FY 2021, the revenue, expenditures and transfer out are projected to be \$725,000, \$806,440 and \$53,220, respectively. The source of revenue comes from the green fees, driving range and Pro Shop.

### **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 2021, this fund anticipates total transfer in and expenditures of \$1,206,331 and \$1,229,331, respectively.

### **Component Units:**

#### ***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 2019 are \$0.365 for residential, \$0.345 for commercial and \$0.408 for personal. The FY 2021 projected revenue for the Library is \$2,944,857 and projected expenditure is \$2,944,857.

#### ***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 2021 is \$77,500. This is a combination of property taxes, business license fees, and donations. The property tax rates for 2019 are \$0.445 and \$0.403 for residential and commercial, respectively.

**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 2021 is \$92,300 which is mainly from property taxes. The projected expenditures are \$92,300. The property tax rate for 2019 are \$0.431 and \$0.850 for residential and commercial, respectively.

**FUND BALANCE**

Fund balance is net position of governmental fund, a difference between total assets and liabilities. The accumulative excess of revenues over expenditures in a fund at a point in time. With certain limitations, fund balance may be used to balance the subsequent year’s budget.

The table below display the status of fund balance of each fund for FY 2021 Budget as percentage of the budgeted expenditures including transfers in and out:

Fund	FY 2021 Revenues	FY 2021 Expenditures	FY 2021 Transfer In (Out)	Surplus (Deficit)	Beginning Fund Balance	Ending Fund Balance	% of Ending Fund Balance to Expenditures
General	23,139	24,328	707	(482)	7,354	6,872	29%
Capital Improvement Sales Tax	2,050	1,635	(300)	115	273	388	20%
Park and Storm Water Sales Tax	845	672	(41)	132	350	482	68%
Public Safety Sales Tax	1,449	811	(1,843)	(1,205)	5,622	4,417	166%
Grants	767	767	-	-	-	-	0%
Library	2,945	2,945	-	-	1,343	1,343	46%
Internal Service	1	1,229	1,206	(22)	100	78	0%
Solid Waste	3,094	3,286	(70)	(262)	1,343	1,081	32%
Parking Garage	253	126	(53)	74	562	636	355%
Golf Course	725	806	(53)	(134)	301	167	19%
Loop Business District	78	69	-	9	103	112	162%
Parkview Gardens Special District	92	92	-	-	91	91	99%
Economic Development Sales Tax	457	91	-	366	1,769	2,135	2346%
Sewer Lateral	575	489	(57)	29	105	134	25%
<b>Total</b>	<b>\$ 36,470</b>	<b>\$ 37,346</b>	<b>\$ (504)</b>	<b>\$ (876)</b>	<b>\$ 19,316</b>	<b>\$ 17,936</b>	<b>47%</b>



**REVENUES AND EXPENDITURES MATRICES**

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. The City continues to receive a ½ % of County-wide sales tax for public safety in FY 2021. This source of revenue is recorded in a separate fund. Economic Development Sales Tax Fund records ¼ % sales tax, Capital Improvement and Park and Storm Water Sales Tax Funds record ½ % sales tax, respectively. Library, Loop Business and Parkview Garden levied the real and personal property taxes.

**ANNUAL OPERATING BUDGET**

**REVENUES MATRIX**

<b>Revenues</b>	<b>General Fund</b>	<b>Sewer Lateral Fund</b>	<b>Economic Development Sales Tax</b>	<b>Capital Improvement Sales Tax</b>	<b>Park and Storm Water Sales Tax</b>	<b>Public Safety Sales Tax</b>	<b>Solid Waste, Parking Garage and Golf Course</b>	<b>Library, SBD Loop, Parkview Garden</b>
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. 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**

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

**STRATEGIC GOALS AND OBJECTIVES**

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 and I-170.
- 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.
- 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



City Council

- 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 21 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 statutes. The Missouri Constitution authorizes cities to incur indebtedness in an amount up to 10% of the assessed value of taxable tangible property by citizen vote to issue general obligation debt. In 2020, the City's proposed assessed value is \$748 million. This would allow the City to borrow approximately \$75 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 City paid off these bonds during FY 2020.



### Capital Leases

During 2017, a capital lease agreement in the amount of \$726,101 was issued to finance the purchase of a fire ladder truck. The capital lease bears an interest of 2.51% and matures on September 1, 2023. The current outstanding debt on this lease is \$430,284.

### 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 City paid off the Certificates of Participation during FY 2020.

### 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

### Interfund Loan

In May 2018, City Council approved using of interfund loan as opposed to due to-from. Interfund loans will be properly accounted for. All interfund loans and repayments will be promptly recorded in the city's financial system. Interfund loans receivable and interfund loans payable will be reconciled on a quarterly basis. Payables and receivables should always be in balance .

Interfund loan payments do not affect revenues or expenditures. The original interfund loan and repayments of the loan are recorded as nonexpenditure disbursements and nonrevenue receipts. Revenues and expenditures are not affected by the payment or repayment of interfund loans. Loan



interest on an interfund loan will be recorded as revenue to the loaning fund and an expenditure of the fund receiving the loan. Loan interest payments are treated as quasi-external transactions.

At the end of FY 2018, the General Fund lend the specific amounts to Public Safety, Parking Garage, Golf Course and Park and Storm Water Sales Tax Fund as shown below.

<b>Lending Fund</b>	<b>Borrowing Fund</b>	<b>Amount</b>	<b>Purpose</b>	<b>Interest Rate</b>	<b>Term (Year)</b>
General Fund	Public Safety Sales Tax	\$6,000,000	Police Station Design and Construction	1.25%	12
General Fund	Parking Garage	\$500,000	Operations	1.25%	10
General Fund	Golf Course	\$500,000	Operations	1.25%	10
General Fund	Park and Storm Water Sales Tax	\$200,000	Projects in Progress	1.25%	5

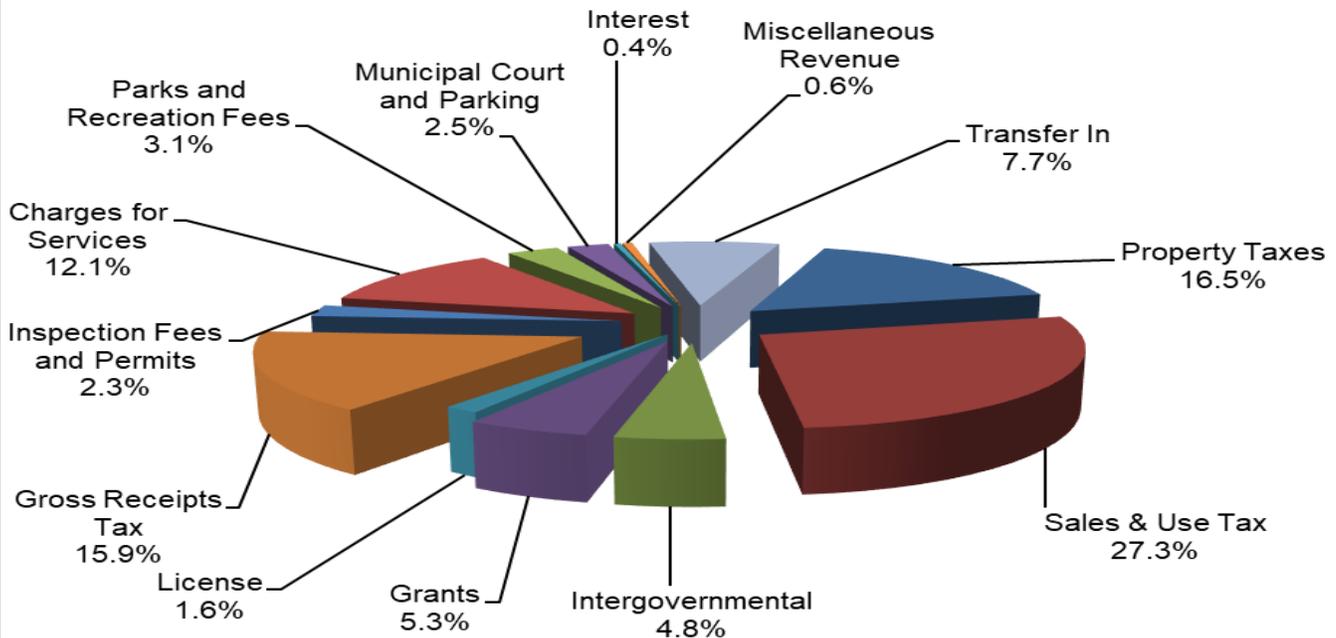


# REVENUE SOURCES

## REVENUES

This section provides a summary and detailed analysis of each major revenue source. Revenues from the Fiduciary Funds are not included, because they do not represent resources received from outside sources. Transfer In has been broken out separately and included as revenue.

	Amount	Percentage
Property Taxes	\$ 6,535,673	16.5%
Sales & Use Tax	10,775,100	27.3%
Intergovernmental	1,882,500	4.8%
Grants	2,109,684	5.3%
License	615,500	1.6%
Gross Receipts Tax	6,270,000	15.9%
Inspection Fees and Permits	927,300	2.3%
Charges for Services	4,783,500	12.1%
Parks and Recreation Fees	1,215,000	3.1%
Municipal Court and Parking	970,224	2.5%
Interest	151,700	0.4%
Miscellaneous Revenue	233,900	0.6%
Transfer In	3,049,986	7.7%
<b>Total Revenue</b>	<b>\$ 39,520,067</b>	<b>100.0%</b>



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 2021 are based on estimates through the end of the fiscal year.

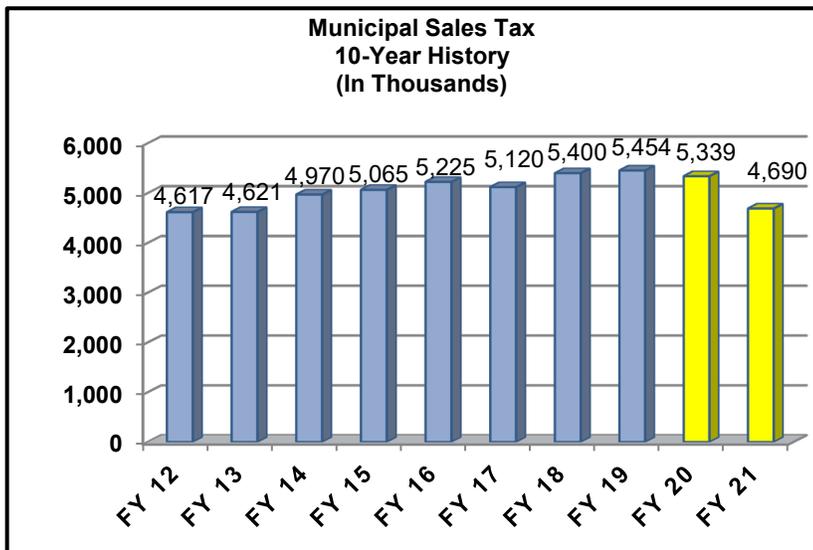


**SALES TAX**

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



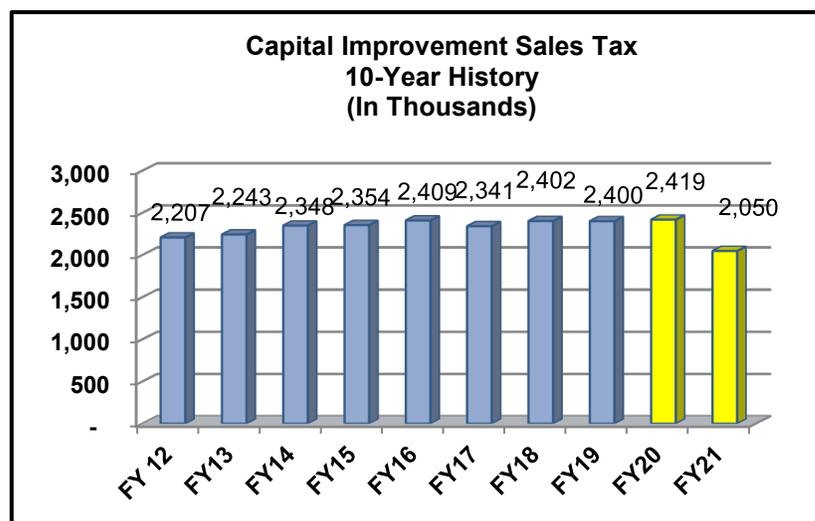
in St. Louis County and the unincorporated areas of the County. The City's percentage share changes after each 10-year census. This occurred for the first time in FY 2012 due to the City faced a 5.0% decrease in population from 37.4 thousand to 35.4 thousand based on the 2010 census.

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. Based on the coronavirus pandemic, the sales tax is

projected to decrease roughly 20-30% in the region. The projected decrease is difficult to estimate during the time of budgeting due to uncertainty.

**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. 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



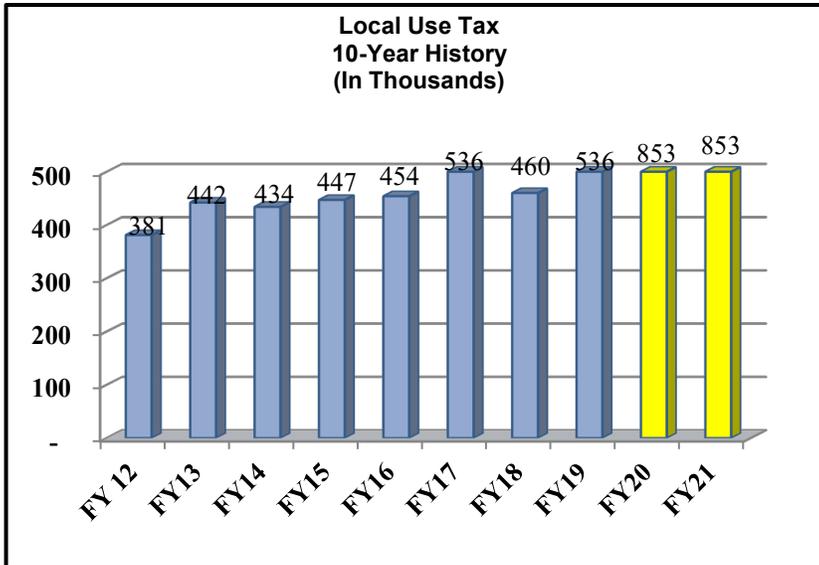


## REVENUE SOURCES

years. Based on the coronavirus pandemic, the sales tax is projected to decrease roughly 20-30%. The projected decrease is difficult to estimate during the time of budgeting due to uncertainty.

### 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.

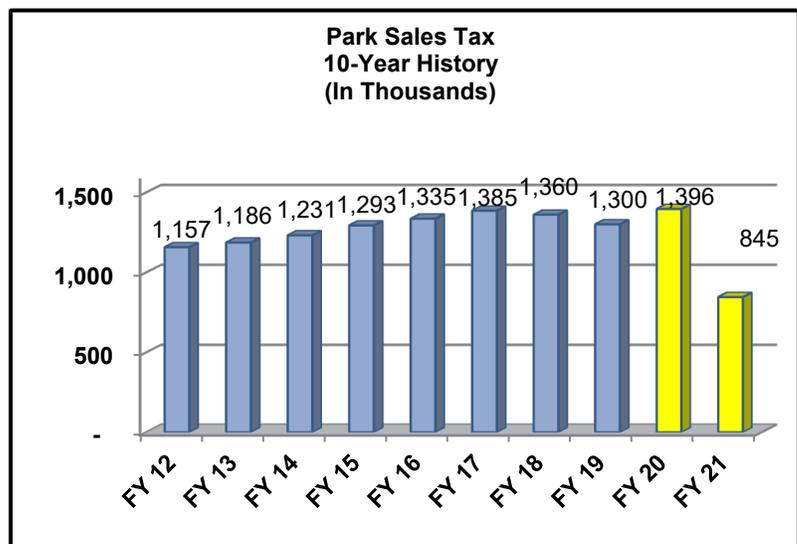


The amount of use tax due on a transaction depends on the combined (local and state) use tax rate. This tax is in effect at University City where the tangible personal property is stored, used or consumed. The City has designated this tax to be used for general operation purposes. Growth in this revenue source has been fluctuating over the past few years. However, due to the coronavirus pandemic, this revenue is projected to be flat with last year.

### 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 and recreation improvement purposes. The City's revenue is based on the amount of sales tax generated through point-of-sale within the City limits.

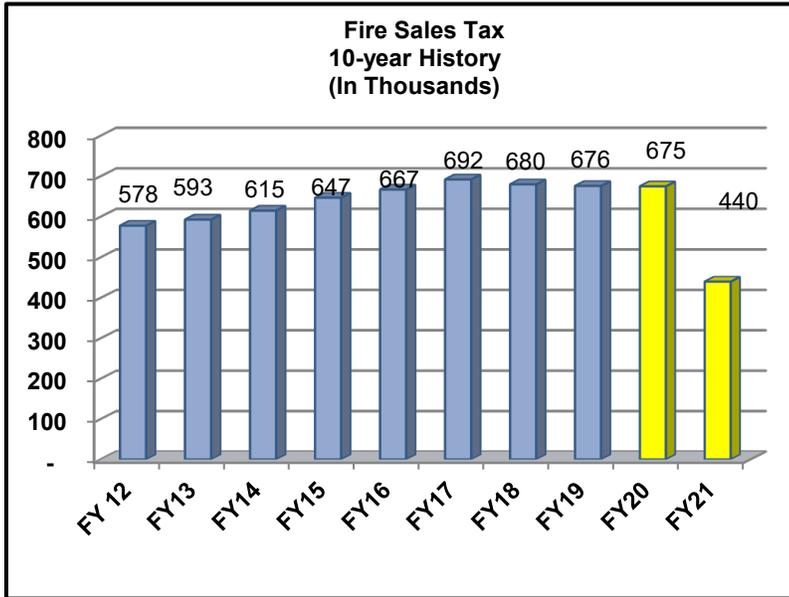
Growth in this revenue source has been steady, with some fluctuations over the past few years. Started in FY 2016, this revenue is recorded in Park and Storm Water Sales Tax Fund. The recent economic decline due to the coronavirus pandemic, the sales tax is projected to decrease closer to 40%, due to point-of-sale within City limits. The projected decrease is difficult to estimate during the time of budgeting due to uncertainty.





**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.

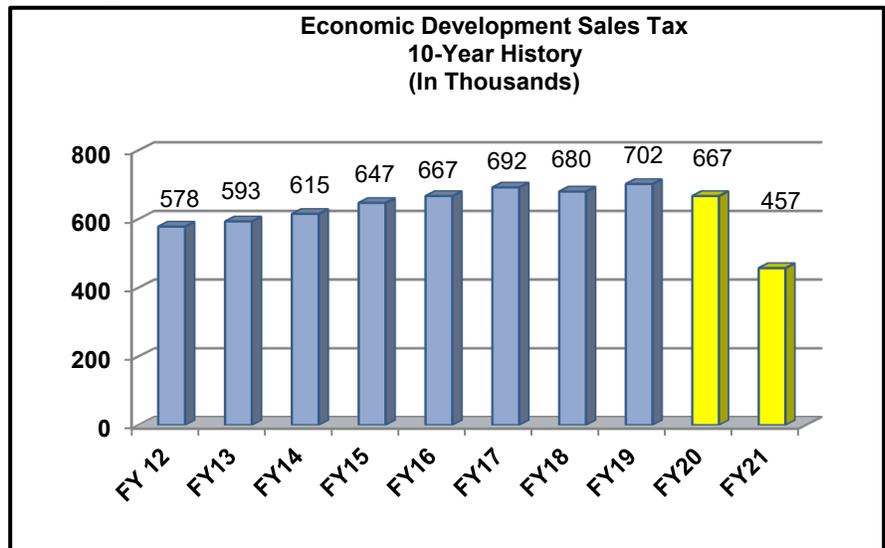


This revenue source has been steady, with slight fluctuations over the past few years. The recent economic decline due to the coronavirus pandemic, the sales tax is projected to decrease closer to 35%, due to point-of-sale within City limits. The projected decrease is difficult to estimate during the time of budgeting due to uncertainty.

**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.

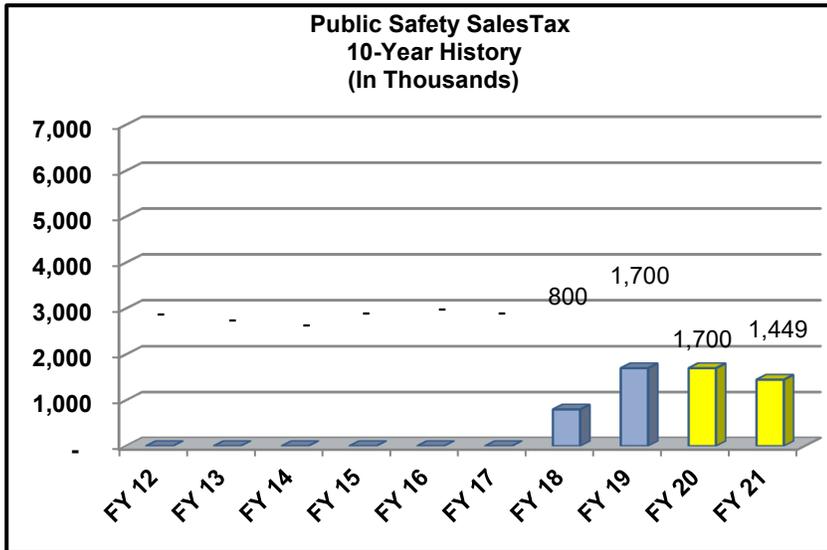
The economic conditions are characterized by disappointed gross domestic product growth in FY15 and FY16, then started to pick up in the second half of FY17 with fluctuations through FY20. The recent economic decline due to the coronavirus pandemic, the sales tax is projected to decrease closer to 35%, due to point-of-sale within City limits. The projected decrease is difficult to estimate during the time of budgeting due to uncertainty.





**Public Safety Sales Tax:**

In April 2017, St. Louis County impose a one-half of one percent sales tax for the purpose of providing funds to improve police and public safety in St. Louis County and each of the municipalities within St. Louis County. This sales tax is estimated to generate \$80 million a year.

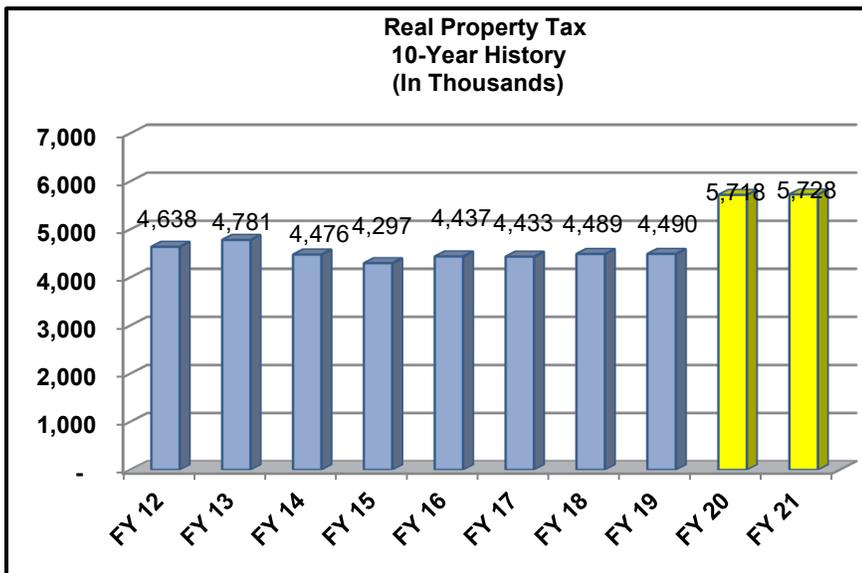


The City's revenue is based on the population size. City of University City expected to receive an approximately \$1.4 million in this budget year. The recent economic decline due to the coronavirus pandemic, the sales tax is projected to decrease in FY 2021. The projected decrease is difficult to estimate during the time of budgeting due to uncertainty.

**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 2019 levy for real property was \$.471 for residential property and \$.487 for commercial property.

Real property tax revenues have increased 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 increase percentage of the Consumer Price Index (CPI).



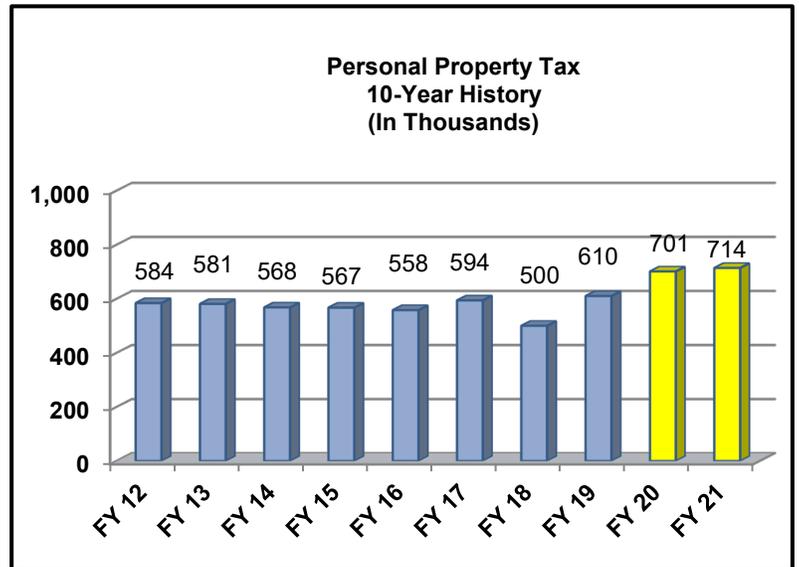
## REVENUE SOURCES

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 2021 projected property tax amount is estimated to be around the same rate as previous year.

### 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 2019 levy for personal property was \$.680.

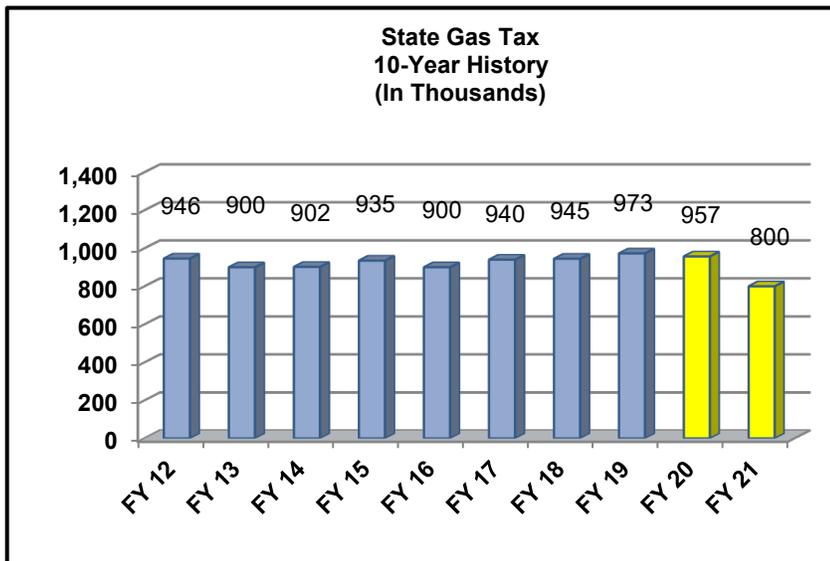
Personal Property tax revenue has been very steady for several years. University City is only able to increase property tax revenue by the percentage of the CPI increase. In FY 2021, this revenue is projected to have a small increase from previous year.



## 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.



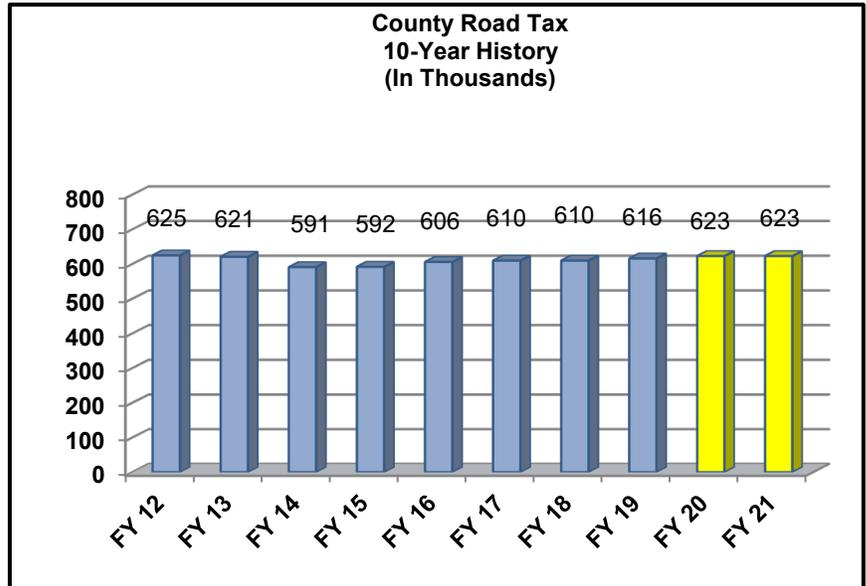
The tax is imposed on a per gallon rate, therefore usage alone, not price, determines the amount of state revenue to be distributed. The gas tax had been stable for many years, but began a slight decline based on less consumption due to higher motor fuel prices. Since this tax is also distributed based on population, the FY 2021 revenue is estimated to decrease from the previous year due to the coronavirus pandemic.



**County Road Tax:**

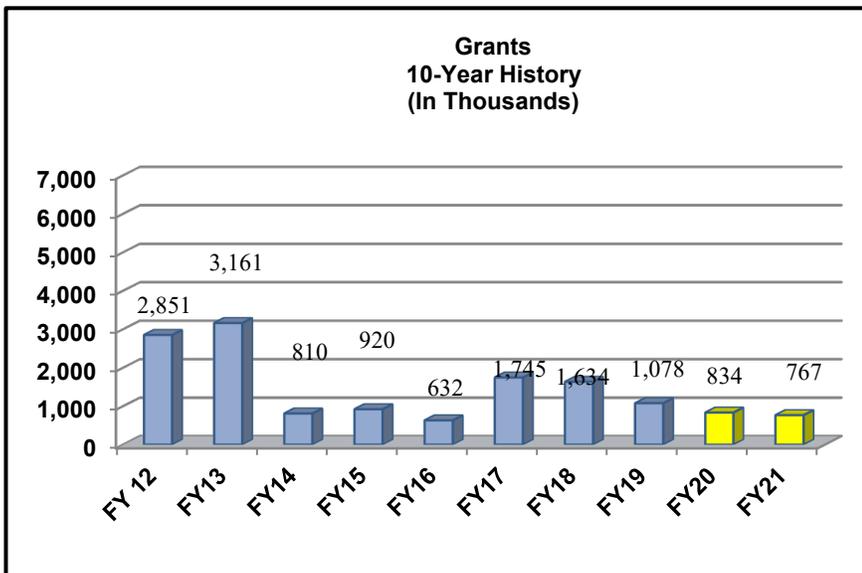
St. Louis County annually levies a Road and Bridge property tax on both real and personal property. The County allocates the proceeds to municipalities at \$0.105 per \$100 of assessed valuation. Taxes are collected by St. Louis County and distributed to the City based on assessed value. The tax must 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. The FY 2017 through FY 2019 revenues had small fluctuations. The FY2021 revenue is estimated to be flat with last year.



**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 2021, the City anticipates \$.7 million award for

Ackert Park Renovation Project, Canton Ave Resurfacing and Upgrades, Curb and Sidewalk Replacement Program, including solid waste projects.

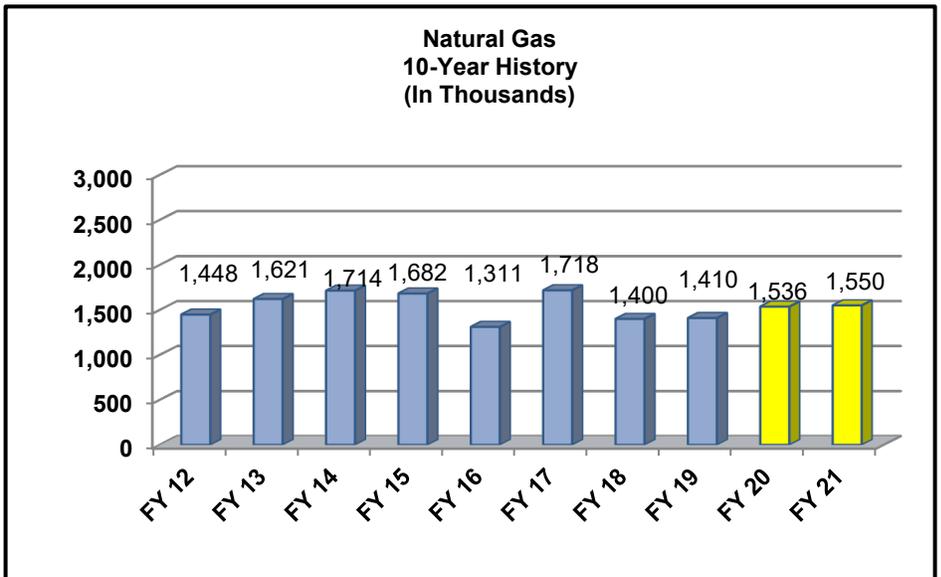


**GROSS RECEIPTS TAX (UTILITY TAX)**

**Natural Gas Gross Receipts:**

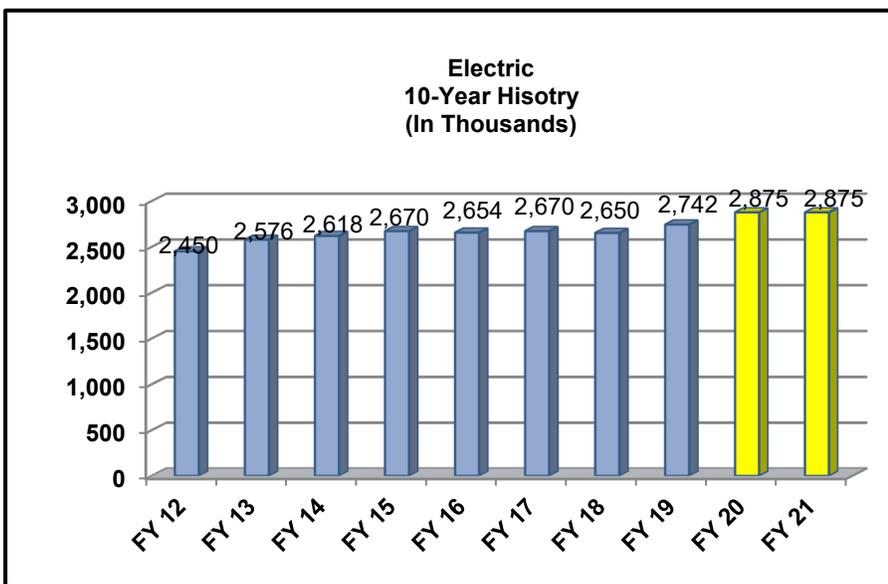
The City levies a 9% gross receipts tax on utilities providing natural gas services in the City. Spire provides most gas utility services in the City, with a small amount being provided through a consortium. This tax is passed on to customers by the utility company and remitted to the City each subsequent 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 the ten (10) years because of the combination of the lower rate and the mild winter. In FY 2021, this revenue is projected to have a small increase from FY 2020.



**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.



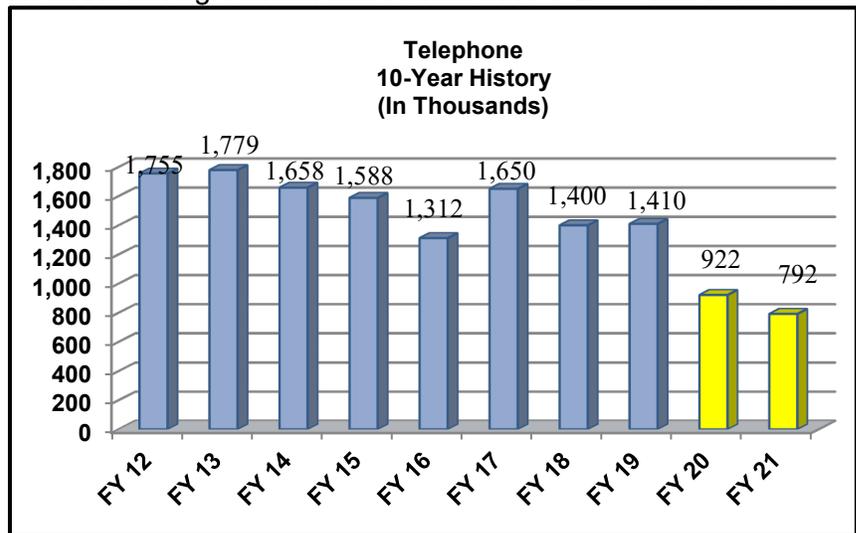
This revenue is based on the price of electricity, as well as usage. The revenue fluctuates based on weather, business activity and rates. The actual tax received in FY 2018 was higher than estimated. In FY 2021, this revenue is projected to remain flat with FY 2020.



**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. In FY 2021, this revenue is projected to be lower from the projected in FY 2020.

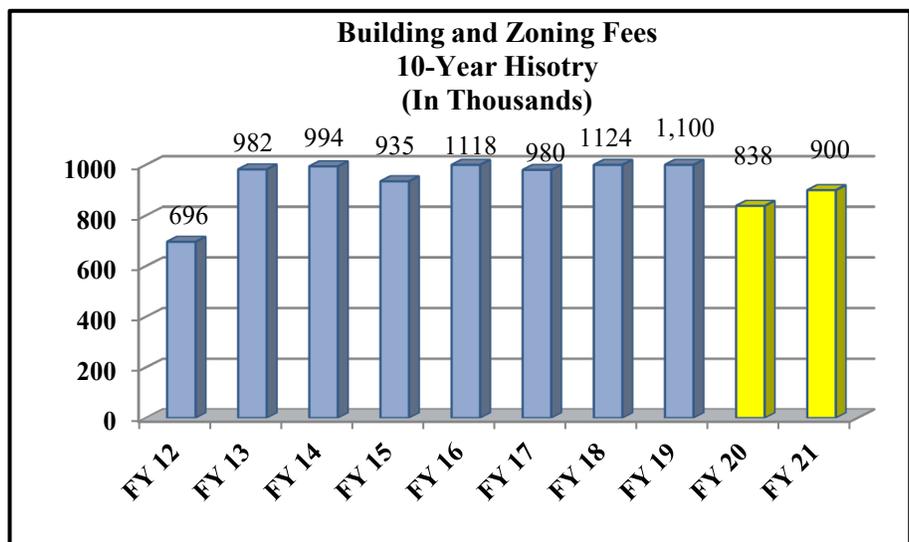


**INSPECTION FEES AND CHARGES FOR CITY SERVICES**

**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.

Much 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 has fluctuated upward for the most part. In FY 2021, this revenue is projected to be higher from the projected FY 2020 due to anticipated construction projects.

**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.

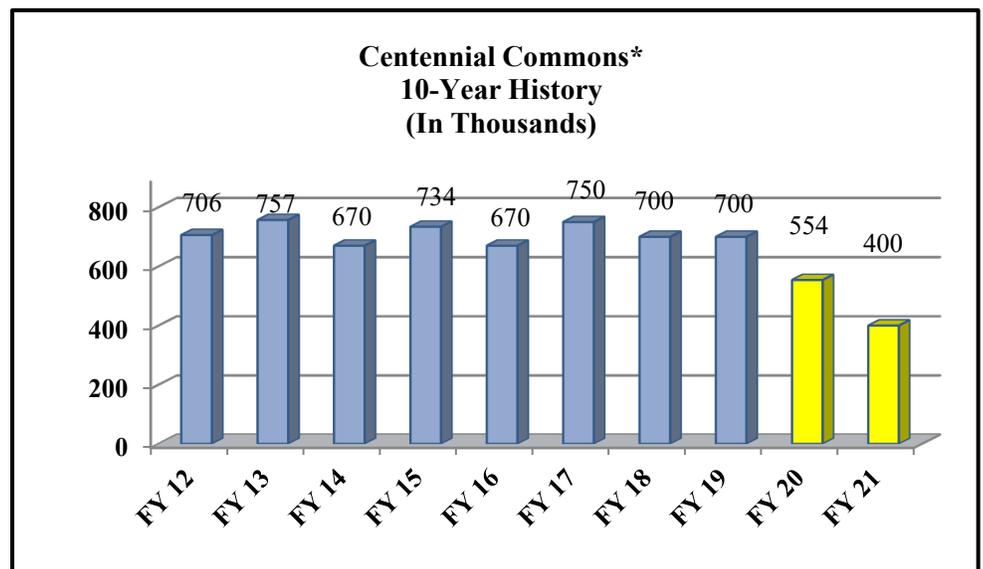
Prior to FY 2008, the City had contracted for the management of the golf course. Beginning in FY 2008 all the revenue and expenditures of the course were now included in the City’s general fund. This significantly increased revenue. A golf driving range was added at the course in mid-year in FY 2009 and

began operations which increased revenues for the year. FY 10 was the first full year. This revenue remained at a stable level for the past few years. In FY 2021, revenues are projected to be significantly lower than actual amount received in FY 2020.



**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



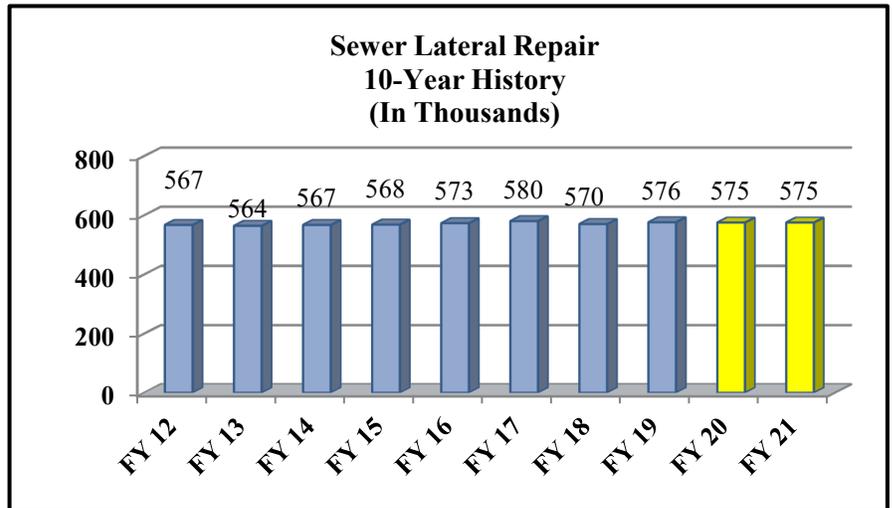
revenue. Revenue in FY 2021 is projected to be lower from FY 2020, due to the coronavirus pandemic.



**Sewer Lateral Repair Fund:**

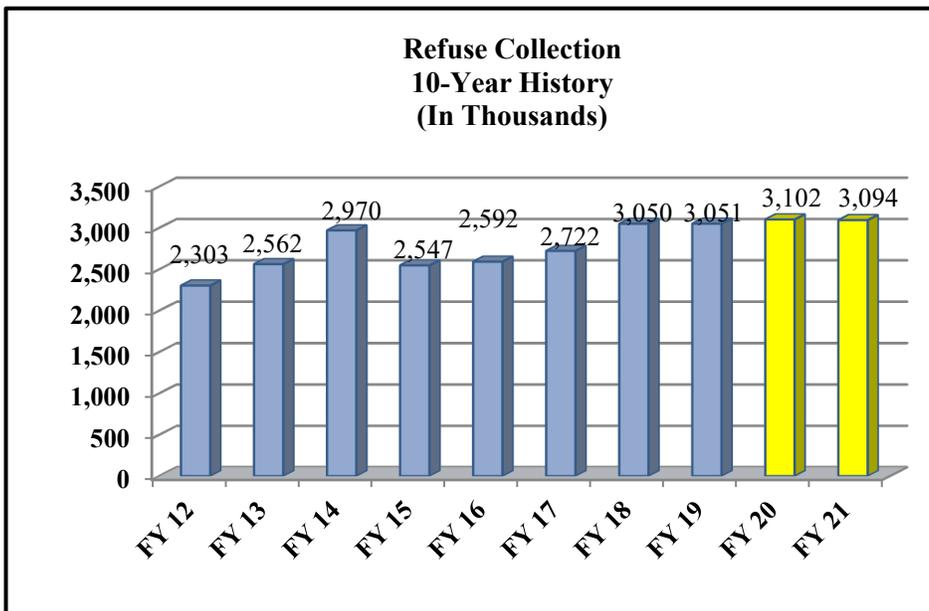
The City receives an annual fee of \$50 per residential property of six (6) units or less to fund a sewer lateral repair program. St. Louis County collects the fee from eligible property owners and distributes the fund to the City.

This fee was \$28 per unit until FY 2005 when the fee was increased to \$50 per unit. In FY 2021, this revenue is projected to be flat compared to what was budgeted in FY 2020.



**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. In 2016, the City increased the fees by 12%. The revenue showed an increase in FY 2018. The revenues are projected to fluctuate slightly in FY 2021.



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## ALL FUND SUMMARY

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

- (I) The All Fund Budget Summary provides an overview of all City revenues and expenditures for fourteen (14) separate funds including component units. They are listed below:
  1. General Fund (1)
  2. Special Revenue Fund (4)
  3. Capital Project Fund (2)
  4. Internal Service Fund (1)
  5. Enterprise Fund (3)
  6. Component Unit (3)

The revenues and expenditures in this schedule include Transfers In and Out.

- (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
    - c. Communication
      - i. Information Technology
  3. Finance
  4. Municipal Court
  5. Police
  6. Fire
  7. Public Works
    - a. Administration and Engineering
    - b. Street Maintenance
    - c. Facilities Maintenance
    - d. Solid Waste
      - i. Solid Waste Administration
      - ii. Solid Waste Operations
      - iii. Leaf Collection
    - e. Sewer Lateral Repair
    - f. Public Parking Garage
  8. Planning & Development
    - a. Planning & Development Administration
    - b. Planning and Zoning
    - c. Construction Services
    - d. Economic Development
  9. Parks, Recreation and Forestry
    - a. Park Maintenance
    - b. Recreation
      - i. Community Center
      - ii. Aquatics
      - iii. Centennial Commons
    - c. Golf Course
    - d. Fleet Maintenance

The revenues and expenditures in this schedule include Transfers In and Out.



## ALL FUND SUMMARY

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- (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, Recreation & Forestry; Economic Development Retail Sales Tax Fund is administered by Planning and Development).

The revenues and expenditures in this schedule include Transfers In and Out.

- (IV) Combined Statement of Revenues, Expenditures and Fund Balances
- a. Governmental Fund
  - b. Internal Service and Enterprises Funds



(I) All Funds Budget Summary

Revenues	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
General	24,006,177	24,446,301	25,714,696	25,714,696	25,714,696	24,982,655	-3%
Capital Improvement	2,377,150	2,339,895	2,419,000	2,419,000	2,419,000	2,050,000	-15%
Park and Stormwater	1,334,993	1,359,389	1,396,000	1,396,000	1,396,000	845,000	-39%
Public Safety	1,397,576	1,930,929	1,700,000	1,700,000	1,700,000	1,448,500	-15%
Grants	89,137	1,761,185	834,000	834,000	834,000	767,000	-8%
Golf Course	790,692	839,303	795,600	795,600	795,600	725,000	-9%
Library	105,443	1,653,424	3,037,163	3,037,163	3,037,163	2,944,857	-3%
Fleet Maintenance	1,551,041	1,247,026	1,011,900	1,011,900	1,011,900	1,207,431	19%
Solid Waste	3,136,131	3,171,339	3,137,082	3,137,082	3,137,082	3,094,200	-1%
Public Parking Garage	127,095	196,491	293,235	293,235	293,235	253,624	-14%
Loop Business District	230,722	154,039	80,000	80,000	80,000	77,500	-3%
Parkview Gardens Special District	96,045	101,656	90,300	90,300	90,300	92,300	2%
Economic Development Sales Tax	673,405	679,672	667,306	667,306	667,306	457,000	-32%
Sewer Lateral	573,083	576,021	575,500	575,500	575,500	575,000	0%
<b>Total</b>	<b>36,488,689</b>	<b>40,456,670</b>	<b>41,751,782</b>	<b>41,751,782</b>	<b>41,751,782</b>	<b>39,520,067</b>	<b>-5%</b>
Revenues include Transfers In							

Expenditures	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
General	23,469,877	23,718,459	25,036,710	25,036,710	25,036,710	25,464,270	2%
Capital Improvement	1,486,628	3,372,287	3,076,828	3,076,828	3,076,828	1,935,467	-37%
Park and Stormwater	675,211	795,299	1,192,985	1,192,985	1,192,985	713,542	-40%
Public Safety	-	2,029,688	2,478,770	2,478,770	2,478,770	2,653,510	7%
Grants	1,199,372	1,761,185	834,000	834,000	834,000	767,000	-8%
Golf Course	636,915	751,389	852,288	852,288	852,288	859,660	1%
Library	1,758,240	1,446,320	3,032,235	3,032,235	3,032,235	2,944,857	-3%
Fleet Maintenance	1,954,749	1,878,139	1,011,816	1,011,816	1,011,816	1,229,331	21%
Solid Waste	3,654,202	4,113,677	3,104,941	3,104,941	3,104,941	3,356,514	8%
Public Parking Garage	197,852	182,938	234,259	234,259	234,259	179,131	-24%
Loop Business District	204,477	166,375	79,900	79,900	79,900	68,800	-14%
Parkview Gardens Special District	88,654	123,955	90,300	90,300	90,300	92,300	2%
Economic Development Sales Tax	252,480	331,040	134,742	134,742	134,742	90,965	-32%
Sewer Lateral	922,908	524,056	572,756	572,756	572,756	545,827	-5%
<b>Total</b>	<b>36,501,564</b>	<b>41,194,807</b>	<b>41,732,530</b>	<b>41,732,530</b>	<b>41,732,530</b>	<b>40,901,174</b>	<b>-2%</b>
Expenditures include Transfers Out							



(II) General Fund Budget Summary

Revenues	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Property Taxes	3,510,950	3,567,153	3,524,700	3,524,700	3,524,700	3,574,700	1%
Sales & Use Tax	6,513,180	6,405,558	6,867,000	6,867,000	6,867,000	5,983,000	-13%
Intergovernmental	2,167,110	2,152,227	3,452,300	3,452,300	3,452,300	3,158,300	-9%
Licenses	682,864	688,156	679,000	679,000	679,000	586,000	-14%
Gross Receipts Tax	7,477,927	6,742,662	6,310,000	6,310,000	6,310,000	6,270,000	-1%
Inspection Fees and Permits	881,943	1,247,065	866,200	866,200	866,200	927,300	7%
Service Charges	264,519	232,131	959,700	959,700	959,700	1,135,000	18%
Parks & Recreation Fees	1,589,218	718,065	741,000	741,000	741,000	490,000	-34%
Municipal Court and Parking	793,379	975,783	713,000	713,000	713,000	766,600	8%
Interest	28,468	224,601	31,336	31,336	31,336	135,000	331%
Miscellaneous Revenue	96,619	1,492,899	1,570,460	1,570,460	1,570,460	113,100	-93%
Transfer In	-	-	-	-	-	1,843,655	100%
<b>Total</b> Revenues include Transfers In	<b>24,006,177</b>	<b>24,446,300</b>	<b>25,714,696</b>	<b>25,714,696</b>	<b>25,714,696</b>	<b>24,982,655</b>	<b>-3%</b>

Expenditures	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Legislative	224,067	155,373	221,461	221,461	221,461	221,304	0%
City Manager's Office	1,002,617	1,113,952	624,850	624,850	624,850	453,397	-27%
Communications	-	57,315	258,720	258,720	258,720	192,105	-26%
Human Resources	106,982	1,243,494	1,325,980	1,325,980	1,325,980	227,137	-83%
Information Technology	514,644	558,299	623,940	623,940	623,940	620,862	0%
Finance	638,957	623,333	697,770	697,770	697,770	623,217	-11%
Municipal Court	291,206	306,077	348,720	348,720	348,720	363,479	4%
Police	9,305,864	9,189,974	9,031,062	9,031,062	9,031,062	9,310,177	3%
Fire	3,386,709	3,962,241	4,917,849	4,917,849	4,917,849	5,195,067	6%
Planning & Development	1,510,683	1,568,716	1,529,517	1,529,517	1,529,517	1,305,965	-15%
Park Recreation & Forestry	2,100,497	2,699,856	2,823,387	2,823,387	2,823,387	3,071,026	9%
Public Works	4,215,065	3,075,118	2,628,254	2,628,254	2,628,254	2,744,203	4%
Debt Service	172,587	176,611	5,200	5,200	5,200	-	-100%
Transfer Out	-	-	-	-	-	1,136,331	100%
<b>Total</b> Expenditures include Transfers Out	<b>23,469,877</b>	<b>24,730,359</b>	<b>25,036,710</b>	<b>25,036,710</b>	<b>25,036,710</b>	<b>25,464,270</b>	<b>2%</b>



(III) City-Wide Operating Budget by Department

Revenues	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Property Taxes	5,246,110	5,301,572	6,512,139	6,512,139	6,512,139	6,535,673	0%
Sales & Use Tax	12,308,265	12,707,145	13,049,306	13,049,306	13,049,306	10,775,100	-17%
Intergovernmental	2,167,110	2,244,926	3,467,290	3,467,290	3,467,290	1,882,500	-46%
Grants	194,580	1,878,797	934,000	934,000	934,000	2,109,684	126%
Licenses	711,822	717,327	709,000	709,000	709,000	615,500	-13%
Gross Receipts Tax	7,477,927	6,099,409	6,310,000	6,310,000	6,310,000	6,270,000	-1%
Inspection Fees and Permits	881,943	1,247,065	866,200	866,200	866,200	927,300	7%
Service Charges	3,362,870	3,888,659	4,672,282	4,672,282	4,672,282	4,783,500	2%
Parks & Recreation Fees	1,589,218	1,557,367	741,000	741,000	741,000	1,215,000	64%
Municipal Court and Parking	886,310	1,120,553	918,400	918,400	918,400	970,224	6%
Interest	34,279	249,356	32,706	32,706	32,706	151,700	364%
Miscellaneous Revenue	321,911	2,367,311	2,779,200	2,779,200	2,779,200	233,900	-92%
Transfer In	-	-	-	-	-	3,049,986	100%
<b>Total</b> Revenues include Transfers In	<b>35,182,344</b>	<b>39,379,487</b>	<b>40,991,523</b>	<b>40,991,523</b>	<b>40,991,523</b>	<b>39,520,067</b>	<b>-4%</b>

Expenditures	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Legislative	224,067	155,373	221,461	221,461	221,461	221,304	0%
City Manager's Office	1,002,617	1,113,952	624,850	624,850	624,850	453,397	-27%
Communications	-	57,315	258,720	258,720	258,720	192,105	-26%
Economic Development	-	-	369,001	369,001	369,001	-	-100%
Human Resources	106,982	1,243,494	1,325,980	1,325,980	1,325,980	227,137	-83%
Information Technology	514,644	558,299	623,940	623,940	623,940	620,862	0%
Finance	650,344	623,333	697,770	697,770	697,770	623,217	-11%
Municipal Court	291,206	306,077	348,720	348,720	348,720	363,479	4%
Police	9,311,676	9,189,974	9,397,062	9,397,062	9,397,062	9,510,177	1%
Fire	3,386,709	3,962,241	5,167,849	5,167,849	5,167,849	5,690,782	10%
Planning & Development	1,961,015	1,568,716	1,529,517	1,529,517	1,529,517	1,396,930	-9%
Park Recreation & Forestry	2,100,497	2,699,856	2,823,387	2,823,387	2,823,387	6,247,341	121%
Public Works	10,954,013	3,075,118	9,000,959	9,000,959	9,000,959	8,579,400	-5%
Debt Service	211,514	176,611	1,236,005	1,236,005	1,236,005	115,000	-91%
Transfer Out	-	-	-	-	-	3,554,086	100%
Component Units:							
Library	100,958	1,650,240	3,032,235	3,032,235	3,032,235	2,944,857	-3%
Loop Business District	204,477	166,375	79,900	79,900	79,900	68,800	-14%
Parkview Gardens	88,654	123,955	90,300	90,300	90,300	92,300	2%
<b>Total</b> Expenditures include Transfers Out	<b>31,109,373</b>	<b>26,670,929</b>	<b>36,827,656</b>	<b>36,827,656</b>	<b>36,827,656</b>	<b>40,901,174</b>	<b>11%</b>

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

	General	Capital Improvement	Park and Stormwater	Public Safety	Sewer Lateral
<b>Revenues:</b>					
Property Taxes	\$ 3,574,700	\$ -	\$ -	\$ -	\$ -
Sales Tax	5,983,000	2,047,000	843,000	1,446,000	-
Intergovernmental	3,158,300	-	-	-	-
Grants	-	-	-	-	-
Licenses	586,000	-	-	-	-
Gross Receipts Tax	6,270,000	-	-	-	-
Inspection Fees	927,300	-	-	-	-
Charges for City Services	1,135,000	-	-	-	575,000
Parks & Recreation Fees	490,000	-	-	-	-
Municipal Court & Parking	766,600	-	-	-	-
Interest	135,000	3,000	2,000	2,500	-
Miscellaneous Revenue	113,100	-	-	-	-
<b>Total Revenues</b>	<b>23,139,000</b>	<b>2,050,000</b>	<b>845,000</b>	<b>1,448,500</b>	<b>575,000</b>
<b>Expenditures:</b>					
Legislative	221,304	-	-	-	-
City Manager's Office	453,397	-	-	-	-
Communications	192,105	-	-	-	-
Human Resources	227,137	-	-	-	-
Information Technology	620,862	-	-	-	-
Finance	623,217	-	-	-	-
Municipal Court	363,479	-	-	-	-
Police	9,310,177	-	-	-	-
Fire	5,195,067	-	-	-	-
Planning & Development	1,305,965	-	-	-	-
Parks, Recreation & Forestry	2,907,746	-	-	-	-
Public Works	2,444,203	265,432	238,753	-	-
Debt Service	-	-	-	115,000	-
Other	-	-	-	-	488,587
Capital Improvement	463,280	1,370,035	433,509	695,715	-
<b>Total Expenditures</b>	<b>24,327,939</b>	<b>1,635,467</b>	<b>672,262</b>	<b>810,715</b>	<b>488,587</b>
<b>Excess (deficiency) of revenues</b>					
<b>over (under) expenditures</b>	(1,188,939)	414,533	172,738	637,785	86,413
<b>Other Financing Sources (Uses):</b>					
Operating transfer in	1,843,655	-	-	-	-
Operating transfer out	1,136,331	300,000	41,280	1,842,795	57,240
<b>Changes in Fund Balance FY 21</b>	(481,615)	114,533	131,458	(1,205,010)	29,173
<b>Fund Balance July 1, 2020 (Est.)</b>	7,354,105	273,840	350,929	5,621,930	105,407
<b>Fund Balance June 30, 2021</b>	<b>\$ 6,872,490</b>	<b>\$ 388,372</b>	<b>\$ 482,387</b>	<b>\$ 4,416,920</b>	<b>\$ 134,580</b>

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

	<b>Economic Development Sales Tax</b>	<b>Loop Special Business</b>	<b>Parkview Garden</b>	<b>Grant</b>	<b>Total</b>
<b>Revenues:</b>					
Property Taxes	\$ -	\$ 48,000	\$ 92,000	\$ -	\$ 3,714,700
Sales Tax	456,100	-	-	-	10,775,100
Intergovernmental	-	-	-	-	3,158,300
Grants	-	-	-	767,000	767,000
Licenses	-	29,500	-	-	615,500
Gross Receipts Tax	-	-	-	-	6,270,000
Inspection Fees	-	-	-	-	927,300
Charges for City Services	-	-	-	-	1,710,000
Parks & Recreation Fees	-	-	-	-	490,000
Municipal Court & Parking	-	-	-	-	766,600
Interest	900	-	300	-	143,700
Miscellaneous Revenue	-	-	-	-	113,100
<b>Total Revenues</b>	<b>457,000</b>	<b>77,500</b>	<b>92,300</b>	<b>767,000</b>	<b>29,451,300</b>
<b>Expenditures:</b>					
Legislative	-	-	-	-	221,304
City Manager's Office	-	-	-	-	453,397
Communications	-	-	-	-	192,105
Human Resources	-	-	-	-	227,137
Information Technology	-	-	-	-	620,862
Finance	-	-	-	-	623,217
Municipal Court	-	-	-	-	363,479
Police	-	-	-	-	9,310,177
Fire	-	-	-	-	5,195,067
Community Development	-	-	-	-	1,305,965
Parks, Recreation & Forestry	-	-	-	-	2,907,746
Public Works	-	-	-	-	2,948,388
Debt Service	-	-	-	-	115,000
Other	90,965	68,800	92,300	-	740,652
Capital Improvement	-	-	-	767,000	3,729,539
<b>Total Expenditures</b>	<b>90,965</b>	<b>68,800</b>	<b>92,300</b>	<b>767,000</b>	<b>28,954,035</b>
<b>Excess (deficiency) of revenues over (under) expenditures</b>	<b>366,035</b>	<b>8,700</b>	<b>-</b>	<b>-</b>	<b>497,265</b>
<b>Other Financing Sources (Uses):</b>					
Operating transfer in	-	-	-	-	1,843,655
Operating transfer out	-	-	-	-	3,377,646
<b>Changes in Fund Balance FY 21</b>	<b>366,035</b>	<b>8,700</b>	<b>-</b>	<b>-</b>	<b>(1,036,726)</b>
<b>Fund Balance July 1, 2020 (Est.)</b>	<b>1,768,564</b>	<b>103,600</b>	<b>90,500</b>	<b>-</b>	<b>15,668,875</b>
<b>Fund Balance June 30, 2021</b>	<b>\$ 2,134,599</b>	<b>\$ 112,300</b>	<b>\$ 90,500</b>	<b>\$ -</b>	<b>\$ 14,632,149</b>

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

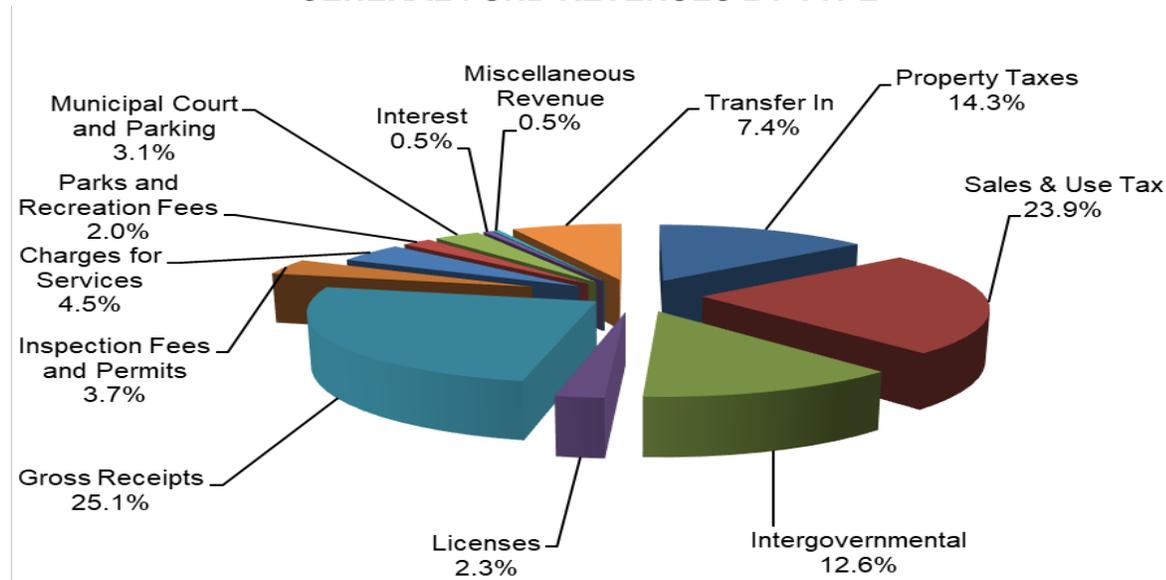
	Internal Services	Solid Waste	Parking Garage	Golf Course	Total
<b>Revenues:</b>					
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Sales Tax	-	-	-	-	-
Intergovernmental	-	-	-	-	-
Grants	-	-	-	-	-
Licenses	-	-	-	-	-
Gross Receipts Tax	-	-	-	-	-
Inspection Fees	-	-	-	-	-
Charges for City Services	1,100	3,093,200	-	-	3,094,300
Parks & Recreation Fees	-	-	-	725,000	725,000
Municipal Court & Parking	-	-	253,624	-	253,624
Interest	-	1,000	-	-	1,000
Miscellaneous Revenue	-	-	-	-	-
<b>Total Revenues</b>	<b>1,100</b>	<b>3,094,200</b>	<b>253,624</b>	<b>725,000</b>	<b>4,073,924</b>
<b>Expenditures:</b>					
Legislative	-	-	-	-	-
City Manager's Office	-	-	-	-	-
Communications	-	-	-	-	-
Human Resources	-	-	-	-	-
Information Technology	-	-	-	-	-
Finance	-	-	-	-	-
Municipal Court	-	-	-	-	-
Police	-	-	-	-	-
Fire	-	-	-	-	-
Planning & Development	-	-	-	-	-
Parks, Recreation & Forestry	-	-	-	706,440	706,440
Public Works	1,229,331	3,151,514	-	-	4,380,845
Debt Service	-	-	-	-	-
Other	-	-	125,911	-	125,911
Capital Improvement	-	135,000	-	100,000	235,000
<b>Total Expenditures</b>	<b>1,229,331</b>	<b>3,286,514</b>	<b>125,911</b>	<b>806,440</b>	<b>5,448,196</b>
<b>Excess (deficiency) of revenues          over (under) expenditures</b>	<b>(1,228,231)</b>	<b>(192,314)</b>	<b>127,713</b>	<b>(81,440)</b>	<b>(1,374,272)</b>
<b>Other Financing Sources (Uses):</b>					
Operating transfer in	1,206,331	-	-	-	1,206,331
Operating transfer out	-	70,000	53,220	53,220	176,440
<b>Changes in Fund Balance FY 21</b>	<b>(21,900)</b>	<b>(262,314)</b>	<b>74,493</b>	<b>(134,660)</b>	<b>(344,381)</b>
<b>Fund Balance July 1, 2020 (Est.)</b>	<b>100,000</b>	<b>1,343,338</b>	<b>561,676</b>	<b>301,912</b>	<b>2,306,926</b>
<b>Fund Balance June 30, 2021</b>	<b>\$ 78,100</b>	<b>\$ 1,081,024</b>	<b>\$ 636,169</b>	<b>\$ 167,252</b>	<b>\$ 1,962,545</b>

## BUDGET HIGHLIGHT – GENERAL FUND

### Revenues

Total Revenue for the General Fund, the City’s operating fund, will decrease to \$24,982,655 from the prior year original budgeted amount of \$25,714,696 or (2.8%). This change is due to the high volatility in the economy that has been affected by the coronavirus pandemic. The graph below illustrates General Fund revenue projections by type or category of revenue.

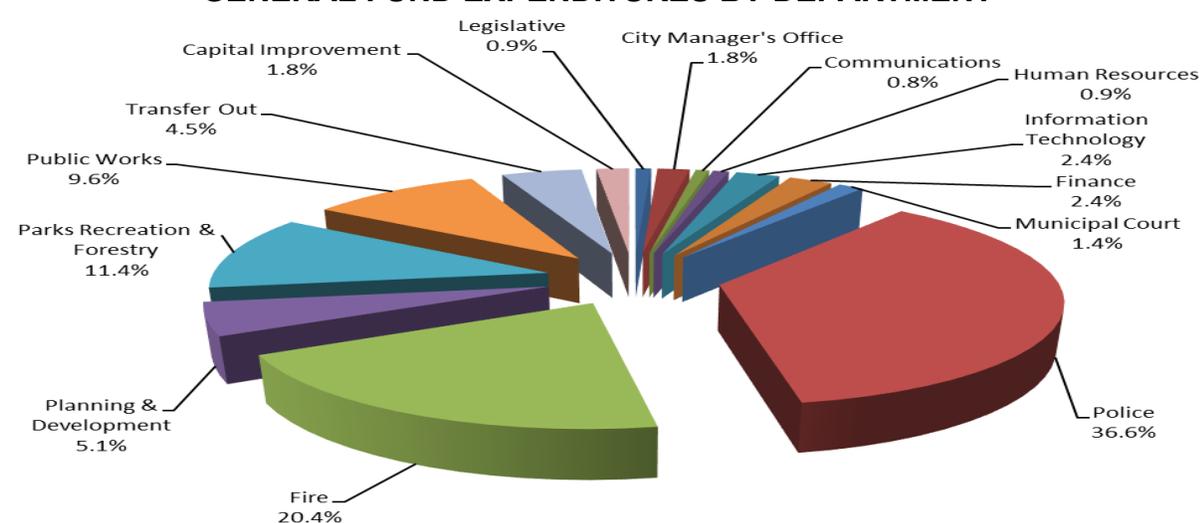
**GENERAL FUND REVENUES BY TYPE**



### Expenditures

General Fund expenditures are projected to increase to \$25,464,270 from the prior year estimated amount of \$25,036,710 or 1.7%. These changes are a result of an increase in the City’s property insurance, workers compensation rates, and medical insurance. The graph below illustrates projected expenditures by department.

**GENERAL FUND EXPENDITURES BY DEPARTMENT**





## GENERAL FUND REVENUES

	Actual Revenue FY 2018	Actual Revenue FY 2019	Projected Revenue FY 2020	Budget Revenue FY 2021	% Change to Projected FY 2020
<b>Property Taxes</b>					
4001 Real Property-Current	2,950,263	2,969,007	3,108,466	3,000,000	-3.5%
4005 Real Property-Delinquent	70,314	95,251	95,874	80,000	-16.6%
4010 Personal Property-Current	378,804	377,462	393,760	383,000	-2.7%
4015 Personal Property-Delinquent	46,461	55,416	41,592	40,500	-2.6%
4020 Intangible Property	163	523	1,780	600	-66.3%
4025 Railroad & Other Utilities	64,674	68,891	76,107	70,000	-8.0%
4030 Interest & Penalties on Del Tax	269	603	536	600	11.9%
<b>Sub-Total Property Taxes</b>	3,510,948	3,567,153	3,718,115	3,574,700	
<b>Sales and Use Tax</b>					
4101 Local Use Tax	669,928	692,261	920,425	853,000	-7.3%
4105 County-wide Sales Tax (Pool)	5,169,777	5,034,500	4,910,308	4,690,000	-4.5%
4115 Fire Sales Tax (Pt. of Sale)	673,476	678,797	651,542	440,000	-32.5%
<b>Sub-Total Sales &amp; Use Taxes</b>	6,513,181	6,405,558	6,482,275	5,983,000	
<b>Inter Governmental</b>					
4150 State Gas Tax	946,810	948,384	840,488	800,000	-4.8%
4155 State Motor Vehicle Sales Tax	479,607	465,560	468,259	349,000	-25.5%
4160 County Road Fund	631,215	628,685	662,618	623,000	-6.0%
4165 Cigarette Tax	109,477	109,598	109,477	110,000	0.5%
<b>Sub-Total Intergovernmental</b>	2,167,109	2,152,227	2,080,842	1,882,000	
<b>Grants</b>					
4540.05 Safer Grant	-	-	753,743	1,276,300	69.3%
<b>Sub-Total Grants</b>	-	-	753,743	1,276,300	
<b>Licenses</b>					
4301 Business Licenses	506,396	505,447	447,876	400,000	-10.7%
4305 Motor Vehicle Fees	140,274	144,206	138,193	145,000	4.9%
4310 Registration Fees	-	-	235	-	-100.0%
4315 Dog Licenses & Redemption Fees	2,094	2,074	8,492	7,000	-17.6%
4320 Liquor	34,100	36,429	35,894	34,000	-5.3%
<b>Sub-Total License</b>	682,864	688,156	630,690	586,000	
<b>Gross Receipts Tax</b>					
4401 Electric	3,014,978	2,710,531	2,552,120	2,875,000	12.7%
4405 Natural Gas	1,555,826	1,598,645	1,451,988	1,550,000	6.8%
4410 Water	540,168	630,576	625,927	630,000	0.7%
4415 Telephone	1,026,482	892,859	748,959	792,000	5.7%
4420 Cable-Television	271,566	266,797	260,449	266,000	2.1%
4430 Right of Way Use	1,068,906	643,254	167,642	157,000	-6.3%
<b>Sub-Total Gross Receipts Tax</b>	7,477,926	6,742,662	5,807,085	6,270,000	
<b>Inspection Fees and Permits</b>					
4501 Excavation & Driveway	41,592	23,741	23,102	25,300	9.5%
4503 Rental Property	4,125	3,200	2,625	2,000	-23.8%
4505 Building & Zoning	836,225	1,220,124	608,509	900,000	47.9%
<b>Sub-Total Fees &amp; Permits</b>	881,942	1,247,065	634,236	927,300	



GENERAL FUND REVENUES (Continued)

	Actual Revenue FY 2018	Actual Revenue FY 2019	Projected Revenue FY 2020	Budget Revenue FY 2021	% Change to Projected FY 2020
<b>Service Charges</b>					
4540 Ambulance Services	16,456	2,159	572,346	900,000	57.2%
4545 Weed & Debris-Current	16,114	5,406	24,440	9,000	-63.2%
4550 Weed & Debris-Delinquent	34,179	26,567	13,487	28,000	107.6%
4565 Police Services Contributions	197,999	197,999	197,999	198,000	0.0%
<b>Sub-Total Service Charges</b>	<b>264,748</b>	<b>232,131</b>	<b>808,272</b>	<b>1,135,000</b>	
<b>Parks and Recreation Fees</b>					
4601 Golf Course	790,692	-	-	-	0.0%
4610 Aquatics	110,591	86,447	35,927	50,000	39.2%
4615 Community Center	90,726	89,139	47,140	40,000	-15.1%
4620 Centennial Commons	597,209	542,479	344,650	400,000	16.1%
<b>Sub-Total Parks &amp; Rec. Fees</b>	<b>1,589,218</b>	<b>718,065</b>	<b>427,717</b>	<b>490,000</b>	
<b>Municipal Court and Parking</b>					
4701 Parking Meter Collections	136,261	140,560	97,503	100,000	2.6%
4703 Parking Fines	270,616	259,778	358,724	200,000	-44.2%
4705 Court Fines	296,219	439,794	287,264	370,000	28.8%
4710 Court Costs	76,723	120,715	36,575	80,000	118.7%
4715 Misc. Court Receipts	52	262	66	300	354.5%
4717 Biometric ID Fee	-	-	2,646	2,100	-20.6%
4725 Bond Forfeiture	12,301	13,400	9,007	13,000	44.3%
4730 Crime Victim Compensation	1,207	1,274	1,204	1,200	-0.3%
<b>Sub-Total Muni Court &amp; Parking</b>	<b>793,379</b>	<b>975,783</b>	<b>792,989</b>	<b>766,600</b>	
<b>Interest</b>					
4852 Interest-Investment	27,947	125,749	64,657	25,000	-61.3%
4855 Interest-Sales Tax	-	3,031	11,496	15,000	30.5%
4859 Interfund Loan-Interest	521	95,821	-	95,000	100.0%
<b>Sub-Total Interest</b>	<b>28,468</b>	<b>224,601</b>	<b>76,153</b>	<b>135,000</b>	
<b>Miscellaneous</b>					
4180 Special Assessment	31,793	27,055	-	-	0.0%
4801 Salvage	37	-	-	-	0.0%
4804 Misc. Operating Revenue	21,748	209,265	162,838	13,000	-92.0%
4805 Insurance Recoveries	-	141,316	98,354	67,000	-31.9%
4807 Non-Operating Income	5,850	5,225	6,236	5,000	-19.8%
4808 Credit Card Fees	11,502	12,214	13,556	11,000	-18.9%
4815 Police Officer Std & Tra (POST)	2,346	2,806	2,804	2,600	-7.3%
4816 Police Training Fees	6,160	6,116	5,785	6,000	3.7%
4819 Police Seizure & Impoundment	78	-	94	100	6.4%
4822 Rental of Property	1,550	3,544	600	1,400	133.3%
4838 Impairment-Assets	6,635	-	-	-	0.0%
4837 Gain or Loss on Disposal	-	-	17,775	-	-100.0%
4841 False Alarms	8,920	7,772	1,414	7,000	395.0%
4885 Unrealized Gain or Loss	-	19,586	27,034	-	-100.0%
<b>Sub-Total Miscellaneous</b>	<b>96,619</b>	<b>434,899</b>	<b>336,490</b>	<b>113,100</b>	
<b>Sub Total</b>	<b>24,006,402</b>	<b>23,388,300</b>	<b>22,548,607</b>	<b>23,139,000</b>	<b>2.6%</b>
4900 Transfer In*	-	1,058,000	807,726	1,843,655	128.3%
<b>Total</b>	<b>\$ 24,006,402</b>	<b>\$ 24,446,300</b>	<b>\$ 23,356,333</b>	<b>\$ 24,982,655</b>	

\* Details of Transfer In:

1. From Public Safety Sales Tax Fund	\$ 1,338,695
2. From Capital Improvement Sales Tax Fund	300,000
2. From Parks and Stormwater Fund	41,280
3. From Golf Course Fund	53,220
4. From Parking Garage Fund	53,220
5. From Sewer Lateral Fund	57,240
	<u>\$ 1,843,655</u>



**GENERAL FUND EXPENDITURES  
BY MAJOR EXPENDITURE CATEGORY**

	Personnel Services	Contractual Services	Commodities	Capital Outlay	Total
Legislative Services	110,204	106,660	4,440	-	221,304
City's Manager's Office	297,822	150,575	5,000	-	453,397
Communications	138,210	53,655	240	-	192,105
Human Resources	119,902	88,695	18,540	-	227,137
Finance	386,652	225,615	7,350	3,600	623,217
Information Technology	183,542	347,320	26,000	64,000	620,862
Municipal Court	314,400	45,079	4,000	-	363,479
<b>Total General Government</b>	<b>1,550,732</b>	<b>1,017,599</b>	<b>65,570</b>	<b>67,600</b>	<b>2,701,501</b>
Police	8,565,770	627,607	116,800	-	9,310,177
Fire	4,744,278	315,265	135,524	-	5,195,067
<b>Total Public Safety</b>	<b>13,310,048</b>	<b>942,872</b>	<b>252,324</b>	<b>-</b>	<b>14,505,244</b>
Admin. and Engineering	214,731	54,939	5,585	-	275,255
Street Maintenance	511,793	692,091	112,095	43,600	1,359,579
Facilities Maintenance	392,869	312,000	101,500	3,000	809,369
Capital Improvement	-	-	-	300,000	300,000
<b>Total Public Works</b>	<b>1,119,393</b>	<b>1,059,030</b>	<b>219,180</b>	<b>346,600</b>	<b>2,744,203</b>
Planning & Development	1,105,590	192,125	8,250	-	1,305,965
<b>Total Planning &amp; Development</b>					
Parks Maintenance	930,327	639,239	136,245	54,000	1,759,811
Capital Improvement	-	-	-	163,280	163,280
Recreations:					
Community Center	113,453	64,509	12,000	3,000	192,962
Aquatics	132,441	87,467	46,150	8,100	274,158
Centennial Commons	360,584	272,779	41,450	6,002	680,815
<b>Total Parks, Recreation &amp; Forestry</b>	<b>2,642,395</b>	<b>1,256,119</b>	<b>244,095</b>	<b>234,382</b>	<b>3,071,026</b>
<b>Sub Total</b>	<b>\$ 18,622,568</b>	<b>\$ 4,275,620</b>	<b>\$ 781,169</b>	<b>\$ 648,582</b>	<b>\$ 24,327,939</b>
Transfer Out**					1,136,331
<b>Total</b>					<b>\$ 25,464,270</b>

\*\* Details of Transfer Out:

1. To Fleet Internal Service Fund \$ 1,136,331



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

<b>Revenues</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Projected</b>	<b>FY 2023 Projected</b>	<b>FY 2024 Projected</b>	<b>FY 2025 Projected</b>
Property Taxes	\$ 3,511	\$ 3,567	\$ 3,718	\$ 3,575	\$ 3,575	\$ 3,580	\$ 3,580	\$ 3,585
Sales & Use Tax	6,513	6,406	6,482	5,983	6,073	6,164	6,256	6,350
Intergovernmental	2,167	2,152	2,081	1,882	1,910	1,939	1,968	1,997
Grants	-	-	754	1,276	1,276	1,276	1,276	1,276
Licenses	683	688	631	586	595	604	613	622
Gross Receipts Tax	7,478	6,743	5,807	6,270	6,364	6,460	6,556	6,655
Inspection Fees and Permits	882	1,247	634	927	941	955	969	984
Service Charges	265	232	808	1,135	1,152	1,169	1,187	1,205
Parks & Recreation Fees	1,589	718	428	490	497	505	512	520
Municipal Court and Parking	793	976	793	767	779	790	802	814
Interest	28	225	76	135	137	139	141	143
Miscellaneous Revenue	97	434	336	113	115	116	118	120
Transfer In	-	1,058	808	1,844	1,862	1,881	1,900	1,919
<b>Total Revenue</b>	<b>\$ 24,006</b>	<b>\$ 24,446</b>	<b>\$ 23,356</b>	<b>\$ 24,983</b>	<b>\$ 25,276</b>	<b>\$ 25,578</b>	<b>\$ 25,879</b>	<b>\$ 26,190</b>

<b>Expenditures</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Projected</b>	<b>FY 2023 Projected</b>	<b>FY 2024 Projected</b>	<b>FY 2025 Projected</b>
Legislative	\$ 224	\$ 155	\$ 182	\$ 221	\$ 223	\$ 225	\$ 229	\$ 233
City Manager's Office	1,003	1,114	877	453	458	462	469	478
Communications	-	57	213	192	-	-	-	-
Human Resources	107	1,243	282	227	229	232	235	240
Information Technology	515	558	506	621	627	633	643	656
Finance	639	623	660	623	629	636	645	658
Municipal Court	291	306	344	364	368	371	377	384
Police	9,306	9,190	8,749	9,310	9,403	9,497	9,640	9,832
Fire	3,387	3,962	5,342	5,196	5,248	5,300	5,380	5,488
Planning & Development	1,510	1,569	1,521	1,306	1,319	1,332	1,352	1,379
Park, Recreation & Forestry	2,100	2,700	2,477	2,908	2,937	2,966	3,011	3,071
Public Works	4,215	3,075	2,781	2,444	2,468	2,493	2,531	2,581
Debt Service	173	177	110	-	-	-	-	-
Transfer Out	-	-	1,012	1,136	1,136	1,147	1,159	1,170
Capital Improvement/Outlay	-	-	-	463	463	468	472	477
<b>Total</b>	<b>\$ 23,470</b>	<b>\$ 24,729</b>	<b>\$ 25,056</b>	<b>\$ 25,464</b>	<b>\$ 25,509</b>	<b>\$ 25,764</b>	<b>\$ 26,142</b>	<b>\$ 26,649</b>
<b>Change in FB</b>	<b>\$ 536</b>	<b>\$ (283)</b>	<b>\$ (1,700)</b>	<b>\$ (481)</b>	<b>\$ (233)</b>	<b>\$ (186)</b>	<b>\$ (263)</b>	<b>\$ (459)</b>

Note: Due to the COVID-19 Pandemic, and the economic fallout as a result of this, budgeting for Fiscal Year 2021 and projecting for future fiscal years currently, has been a challenge, due to not having a clear understanding of the full impact on sources of revenue, for example, sales tax. As a result, in order for the City to compensate for some of the revenue shortfalls, it was necessary for the City to reduce staff, cancel summer programs and the pool, tighten department expenses, and delay in capital improvement projects.



**PERSONNEL SUMMARY**

<b>Full-Time Personnel Summary by Department/Program</b>	FY2019 Authorized	FY2020 Authorized	FY2021 Authorized
<b>Legislative Services</b>			
<i>Legislative Services</i>			
City Clerk	1.0	1.0	1.0
<b>Legislative Services Personnel Total</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
<b>General Administration</b>			
<i>City Manager's Office</i>			
City Manager	1.0	1.0	1.0
Secretary to City Manager	1.0	1.0	1.0
Asst. to City Mgr./Director of Communications	1.0	1.0	1.0
Asst. to City Mgr./Director of Economic Dev.	1.0	1.0	-
<b>City Manager's Office Personnel Total</b>	<b>4.0</b>	<b>4.0</b>	<b>3.0</b>
<i>Fleet Maintenance</i>			
Fleet Manager	-	1.0	1.0
Lead Mechanic	-	1.0	-
Mechanic	-	4.0	4.0
<b>Fleet Maintenance Personnel Total</b>	<b>-</b>	<b>6.0</b>	<b>5.0</b>
<i>Human Resources</i>			
Director of Human Resources	1.0	-	-
Asst. to City Mgr./Director of Human Resources**	-	1.0	-
Human Resources Generalist**	-	1.0	1.0
Human Resources Manager	1.0	-	-
Print Shop Operator	-	1.0	1.0
<b>Human Resources Personnel Total</b>	<b>2.0</b>	<b>3.0</b>	<b>2.0</b>
<i>Information Technology</i>			
Information Technology Coordinator	-	-	-
Information Technology Specialist*	-	1.0	1.0
Information Technology Manager**	-	1.0	1.0
<b>Information Technology Personnel Total</b>	<b>-</b>	<b>2.0</b>	<b>2.0</b>
<b>General Administration Personnel Total</b>	<b>6.0</b>	<b>15.0</b>	<b>12.0</b>
<b>Finance</b>			
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	1.0
Accountant	1.0	1.0	-
Accounts Payable Specialist	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0
Account Clerk II	1.0	1.0	1.0
Purchasing Specialist	-	1.0	1.0
Print Shop Operator	1.0	-	-
<i>Information Technology</i>			
Information Technology Coordinator	1.0	-	-
<b>Finance Personnel Total</b>	<b>10.0</b>	<b>9.0</b>	<b>8.0</b>
<b>Municipal Court</b>			
Court Administrator	1.0	1.0	1.0
Court Clerk II	2.0	2.0	2.0
<b>Municipal Court Personnel Total</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>



**PERSONNEL SUMMARY**

<b>Full-Time Personnel Summary by Department/Program</b>	FY2019 Authorized	FY2020 Authorized	FY2021 Authorized
<b>Police</b>			
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 Sergeant	6.0	6.0	6.0
Police Officer	66.0	66.0	66.0
Supervisory Dispatcher	3.0	3.0	3.0
Administrative Analyst	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	1.0	1.0	1.0
Advanced Clerk Typist	3.0	3.0	3.0
Assistant to the Prosecutor	1.0	1.0	1.0
Parking Attendant	1.0	1.0	1.0
<b>Police Personnel Total</b>	<b>99.0</b>	<b>99.0</b>	<b>99.0</b>
<b>Fire</b>			
Fire Chief	1.0	1.0	1.0
Deputy Chief/Medical Officer	-	-	1.0
Deputy Chief/Fire Marshal	1.0	1.0	1.0
Battalion Chief	3.0	3.0	3.0
Paramedic Fire Captain	6.0	6.0	6.0
Paramedic Firefighter	24.0	37.0	36.0
<b>Fire Personnel Total</b>	<b>35.0</b>	<b>48.0</b>	<b>48.0</b>
<b>Public Works and Parks</b>			
<i>Administration &amp; Engineering</i>			
Director of Public Works	1.0	1.0	1.0
Senior Public Works Manager	1.0	1.0	1.0
Project Manager II	2.0	1.0	1.0
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 &amp; Engineering Personnel Total</i>	8.0	7.0	7.0
<i>Streets Maintenance</i>			
Streets Superintendent	1.0	1.0	1.0
Crew Leader	2.0	1.0	1.0
Heavy Equipment Operator	3.0	4.0	3.0
Equipment Operator	4.0	4.0	4.0
Laborer-Light Equipment Operator	2.0	2.0	-
<i>Streets Maintenance Personnel Total</i>	12.0	12.0	9.0
<i>Fleet Maintenance</i>			
Fleet Manager	1.0	-	-
Lead Mechanic	1.0	-	-
Mechanic	4.0	-	-
<i>Fleet Maintenance Personnel Total</i>	6.0	-	-
<i>Facilities Maintenance</i>			
Facilities Maintenance Supervisor	1.0	-	-
Custodian	6.0	6.0	4.0
General Maintenance Worker	2.0	2.0	2.0
<i>Facilities Maintenance Personnel Total</i>	9.0	8.0	6.0



**PERSONNEL SUMMARY**

<b>Full-Time Personnel Summary by Department/Program</b>	FY2019 Authorized	FY2020 Authorized	<b>FY2021 Authorized</b>
<i>Solid Waste Management</i>			
Sanitation Superintendent	1.0	1.0	1.0
Crew Leader	2.0	2.0	2.0
Heavy Equipment Operator	10.0	10.0	10.0
Laborer	1.0	1.0	1.0
<i>Solid Waste Management Personnel Total</i>	14.0	14.0	14.0
<b>Public Works Department Personnel Total</b>	<b>49.0</b>	<b>41.0</b>	<b>36.0</b>
<b>Planning and Development</b>			
Director of Planning and Development	1.0	1.0	1.0
Deputy Director of Construction & Facilities Maint/Bldg. Commissioner	1.0	-	-
Deputy Director of Economic & Community Development	1.0	-	-
Senior Plans Examiner/Deputy Building Commissioner	1.0	1.0	1.0
Planner	2.0	1.0	-
Multi-Discipline Inspector	5.0	5.0	4.0
Lead Inspector	-	1.0	1.0
Inspector II	2.0	-	-
Inspector I	3.0	5.0	5.0
Executive Secretary to Director	1.0	1.0	1.0
Advanced Clerk Typist	3.0	3.0	3.0
<i>Economic Development</i>			
Economic Development Manager	-	-	-
<b>Planning and Development Personnel Total</b>	<b>20.0</b>	<b>18.0</b>	<b>16.0</b>
<b>Parks, Recreation and Forestry</b>			
<i>Parks and Forestry Maintenance</i>			
Parks Maintenance Superintendent	1.0	1.0	1.0
Forestry Supervisor	1.0	1.0	1.0
Crew Leader	3.0	2.0	2.0
General Maintenance Worker	3.0	3.0	3.0
Heavy Equipment Operator	1.0	1.0	1.0
Tree Trimmer	2.0	2.0	1.0
Equipment Operator	5.0	5.0	5.0
Laborer-Light Equipment Operator	2.0	2.0	2.0
<i>Parks and Forestry Maintenance Personnel Total</i>	18.0	17.0	16.0
<i>Golf Course Maintenance and Recreation</i>			
Golf Maintenance Superintendent	1.0	1.0	1.0
Golf Manager	1.0	1.0	1.0
Equipment Operator	1.0	1.0	1.0
<i>Golf Course Maintenance and Recreation Personnel Total</i>	3.0	3.0	3.0
<i>Recreation</i>			
Director of Parks, Recreation & Forestry	1.0	1.0	1.0
Deputy Director of Recreation	1.0	1.0	1.0
Recreation Supervisor II	2.0	2.0	2.0
Recreation Supervisor I	1.0	1.0	1.0
<i>Recreation Personnel Total</i>	5.0	5.0	5.0
<b>Parks, Recreation and Forestry Personnel Total</b>	<b>26.0</b>	<b>25.0</b>	<b>24.0</b>



**PERSONNEL SUMMARY**

<b>Full-Time Personnel Summary by Department/Program</b>	FY2019 Authorized	FY2020 Authorized	<b>FY2021 Authorized</b>
<b>Library</b>			
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	2.0	2.0	2.0
Library Assistant I	-	-	-
Building Supervisor	2.0	2.0	2.0
Administrative Assistant	1.0	1.0	1.0
<b>Library Personnel Total</b>	<b>16.0</b>	<b>16.0</b>	<b>16.0</b>
<b>All Full-Time Personnel Total</b>	<b>265.0</b>	<b>275.0</b>	<b>263.0</b>

\* FY20 New Position  
Information Technology Specialist

\*\* FY20 Position Title Change/Reclassification  
Asst. to City Mgr./Director of Human Resources  
Asst. Fire Chief/Fire Marshal  
Human Resources Generalist  
Information Technology Manager



**PERSONNEL SUMMARY**

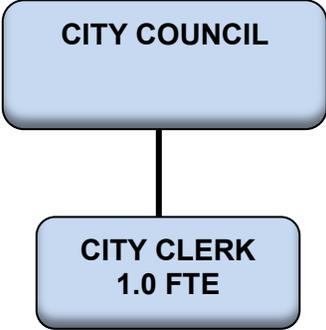
<b>Part-Time Personnel Summary by Department/Program</b>	FY2019 Authorized	FY2020 Authorized	FY2021 Authorized
<b>Police</b>			
Dispatcher	0.8	1.3	1.3
Parking Attendant	1.6	0.7	0.7
Traffic Escort	1.6	0.6	0.6
<b>Police Personnel Total</b>	<b>4.0</b>	<b>2.6</b>	<b>2.7</b>
<b>Fire</b>			
Executive Secretary to the Chief	-	0.7	-
<b>Fire Personnel Total</b>	<b>-</b>	<b>0.7</b>	<b>-</b>
<b>Public Works</b>			
<i>Administration &amp; Engineering</i>			
Advanced Clerk Typist	0.5	0.7	-
Public Works Inspector	0.5	0.7	-
<i>Administration &amp; Engineering Personnel Total</i>	1.0	1.4	-
<i>Streets Maintenance</i>			
Laborer	-	0.7	-
<i>Streets Maintenance Personnel Total</i>	-	0.7	-
<i>Facilities Maintenance</i>			
Custodian	-	1.4	-
<i>Facilities Maintenance Personnel Total</i>	-	1.4	-
<i>Fleet Maintenance</i>			
Laborer	0.7	-	-
<i>Fleet Maintenance Personnel Total</i>	0.7	-	-
<i>Solid Waste Management</i>			
Laborer	1.8	2.8	-
<i>Solid Waste Management Personnel Total</i>	1.8	2.8	-
<b>Public Works Department Personnel Total</b>	<b>3.5</b>	<b>6.3</b>	<b>-</b>
<b>Planning and Development</b>			
<i>Planning and Development</i>			
Senior Services Coordinator	0.5	-	-
Clerk Typist	0.5	0.6	-
<b>Planning and Development Personnel Total</b>	<b>1.0</b>	<b>0.6</b>	<b>-</b>
<b>Parks, Recreation and Forestry</b>			
<i>Parks Maintenance</i>			
Laborer	2.1	0.8	-
Park Attendant	0.2	-	-
<i>Parks Maintenance Personnel Total</i>	2.3	0.8	-



**PERSONNEL SUMMARY**

<b>Part-Time Personnel Summary by Department/Program</b>	FY2019 Authorized	FY2020 Authorized	<b>FY2021 Authorized</b>
<i>Golf Course Maintenance &amp; Recreation</i>			
Golf Course Attendant	3.6	3.6	3.6
Laborer	0.5	0.5	0.5
<b><i>Golf Course Maintenance &amp; Recreation Personnel Total</i></b>	<b>4.1</b>	<b>4.1</b>	<b>4.1</b>
<i>Recreation</i>			
Custodian	0.8	-	-
Senior Services Coordinator	0.5	0.5	0.5
Recreation Program Supervisor	1.3	-	-
Recreation Program Leader	0.4	-	-
Camp Director	0.2	0.2	-
Assistant Camp Director	0.4	0.4	-
Inclusion Counselor	0.5	0.5	-
Camp Counselor	1.8	2.0	-
Recreation Specialist III	1.4	-	-
Recreation Specialist II	11.4	-	-
Recreation Specialist I	4.5	-	-
Facility Attendant	-	2.5	2.5
Facility Attendant II	-	0.8	0.8
Child Care Assistant	-	0.8	0.8
Control Desk Associate	-	2.5	2.5
<b><i>Recreation Personnel Total</i></b>	<b>23.2</b>	<b>10.2</b>	<b>7.0</b>
<i>Aquatics</i>			
Pool Manager	-	0.3	0.3
Assistant Pool Manager	-	0.5	0.5
Pool Technician	-	0.1	0.1
Head Lifeguard	-	0.6	0.6
Lifeguards	-	4.9	4.9
Swim Instructors	-	0.4	0.4
Cashiers	1.1	2.7	2.7
<b><i>Aquatics Personnel Total</i></b>	<b>1.1</b>	<b>9.5</b>	<b>9.5</b>
<b>Parks, Recreation and Forestry Personnel Total</b>	<b>26.9</b>	<b>24.6</b>	<b>20.6</b>
<b>All Part-Time Personnel Total</b>	<b>35.4</b>	<b>34.8</b>	<b>23.3</b>

# 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

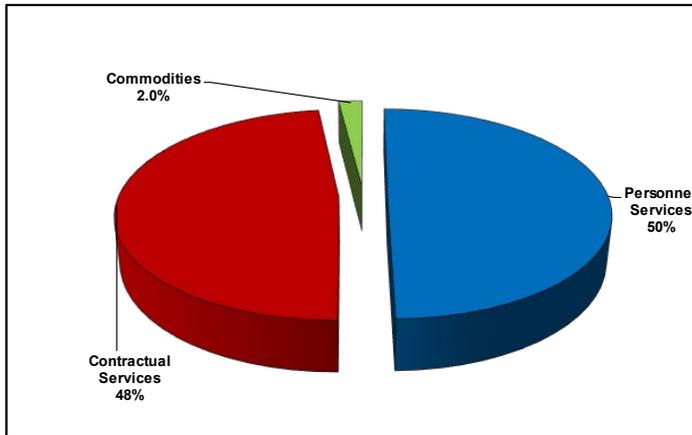
**PERSONNEL SUMMARY**

	FY 2019 Authorized	FY 2020 Authorized	FY 2021 Authorized
Legislative Services			
City Clerk	1.0	1.0	1.0
Legislative Services Personnel Total	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>

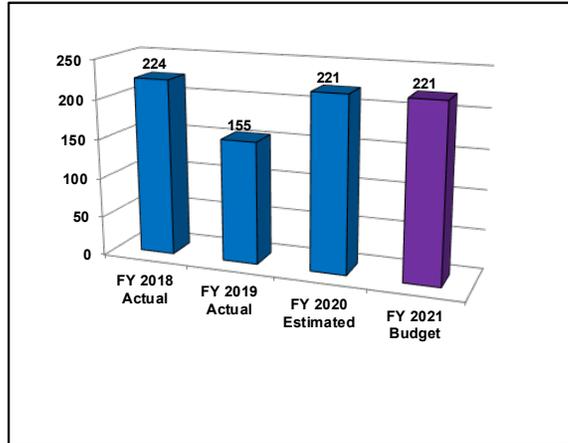
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2019
Personnel Services	116,761	109,088	111,816	111,816	111,816	110,204	-1%
Contractual Services	106,300	45,688	105,305	105,305	105,305	106,660	1%
Commodities	1,007	597	4,340	4,340	4,340	4,440	2%
<b>Total</b>	<u>224,068</u>	<u>155,373</u>	<u>221,461</u>	<u>221,461</u>	<u>221,461</u>	<u>221,304</u>	<b>0%</b>

**FY 2021 BUDGET**



**TOTAL EXPENDITURES ('000)**



**GOALS**

1. Work to make all City Council communications electronically.
2. 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.
3. Continue to streamline the Board of Commission appointment process.
4. Work with staff Board of Commission liaisons to ensure that Board and Commission minutes are posted on the Website in a timely fashion.
5. Continue to archive older public records in electronic media. Work with other staff to develop formal records retention policy.
6. Continue effort to streamline the search process on City website for ordinances, resolutions, etc.

**PERFORMANCE MEASUREMENTS**

City Council and City Clerk held number of meetings, including regular, special both closed and open, and Council study session. There were 53 meetings during FY 2020, which was slightly lower due to the Coronavirus Pandemic Health Emergency and the Stay at Home Executive Order by Governor Parson in March 2020. The number of meetings projected to occur in FY2021 will be slightly higher than FY2020.

	FY2018 Actual	FY2019 Actual	FY2020 Estimated	<b>FY2021 Projected</b>
Council Meetings	60	63	53	63
Ordinances & Resolutions Processed	47	48	29	48

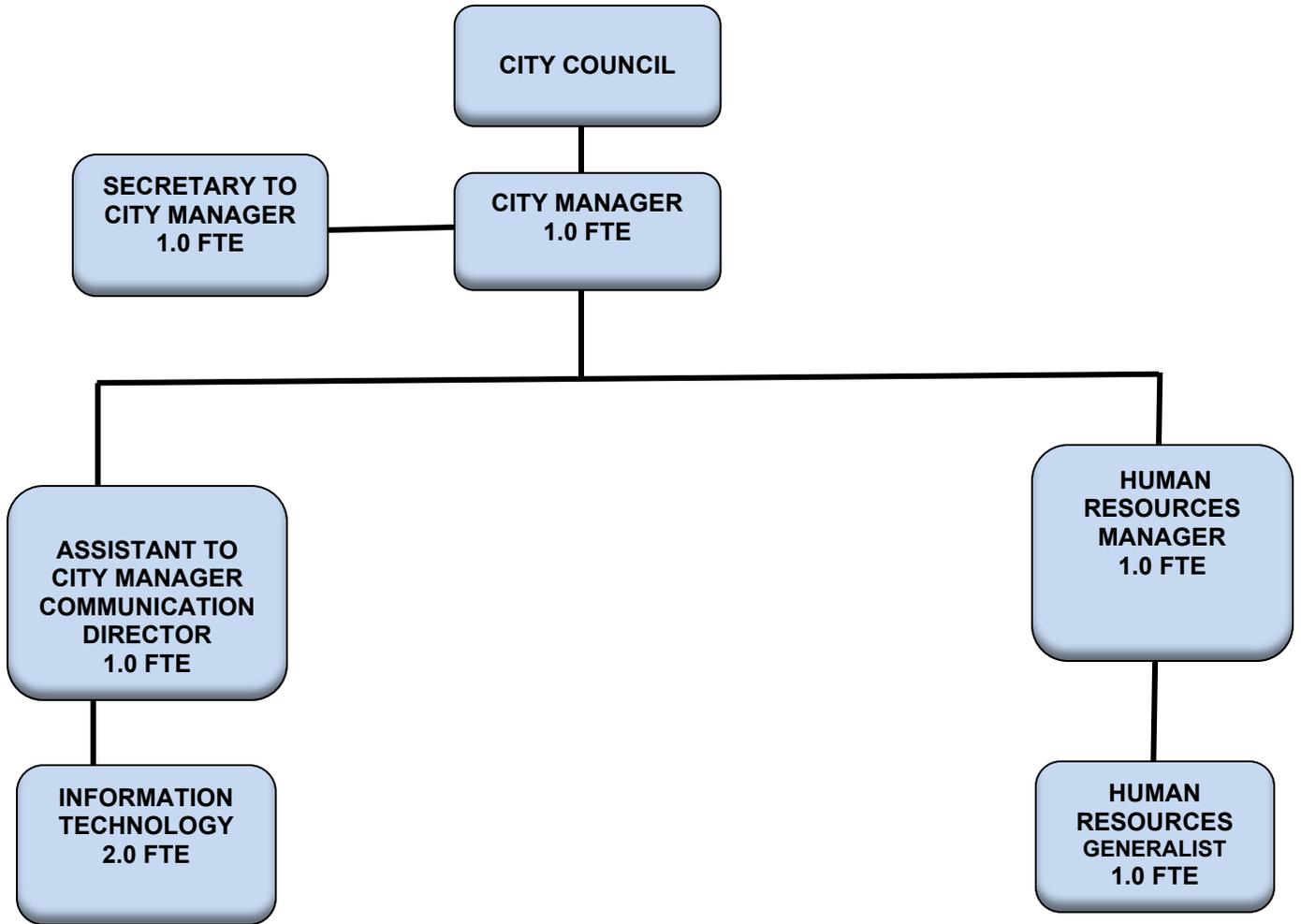


Department	Legislative Services
Program	Legislative

Fund	General
Account Number	01-10-02

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	74,992	68,070	70,500	70,500	70,500	68,070	-3%
5340 Salaries - Part-Time & Temp	18,400	19,800	19,200	19,200	19,200	19,200	0%
5420 Workers Compensation	128	271	216	216	216	655	203%
5460 Medical Insurance	5,950	5,826	6,600	6,600	6,600	6,055	-8%
5660 Social Security Contributions	5,676	5,349	5,600	5,600	5,600	5,410	-3%
5740 Pension Contribution Nonunif.	9,000	8,531	8,400	8,400	8,400	9,549	14%
5860 Unemployment	1,280	-	-	-	-	-	0%
5900 Medicare	1,337	1,240	1,300	1,300	1,300	1,265	-3%
<b>Sub-Total Personnel Services</b>	<b>116,762</b>	<b>109,088</b>	<b>111,816</b>	<b>111,816</b>	<b>111,816</b>	<b>110,204</b>	<b>-1%</b>
<b>Contractual Services</b>							
6010 Professional Services	17,390	14,903	16,500	16,500	16,500	17,000	3%
6011 Settlement	15,915	-	-	-	-	-	0%
6040 Events & Receptions	-	332	845	845	845	600	-29%
6110 Mileage Reimbursement	117	-	120	120	120	420	250%
6112 Travel Reimbursement	2,654	-	860	860	860	2,400	179%
6115 Mayor & City Council Travel	2,400	-	-	-	-	1,600	100%
6120 Professional Development	1,040	2,404	1,605	1,605	1,605	3,230	101%
6130 Advertising & Public Notices	101	85	600	600	600	600	0%
6150 Printing Services	-	23	-	-	-	-	-
6170 Insurance - Liability	4,600	4,500	4,800	4,800	4,800	5,175	8%
6220 Insurance - Public Officials	30,000	7,300	30,900	30,900	30,900	8,030	-74%
6270 Telephone & Pagers	83	189	325	325	325	325	0%
6400 Office Equipment Maintenance	407	-	1,000	1,000	1,000	1,000	0%
6560 Technology Services	1,800	-	2,000	2,000	2,000	20,500	925%
6610 Staff Training	-	-	950	950	950	950	0%
6650 Membership & Certification	7,775	11,654	18,800	18,800	18,800	18,830	0%
6720 Election Costs	22,015	4,298	26,000	26,000	26,000	26,000	0%
<b>Sub-Total Contractual Services</b>	<b>106,299</b>	<b>45,688</b>	<b>105,305</b>	<b>105,305</b>	<b>105,305</b>	<b>106,660</b>	<b>1%</b>
<b>Commodities</b>							
7001 Office Supplies	470	-	1,500	1,500	1,500	1,500	0%
7050 Publications	211	240	240	240	240	240	0%
7090 Office & Computer Equip.	-	-	1,000	1,000	1,000	1,000	0%
7330 Food	-	-	600	600	600	600	0%
7335 Business Meeting	-	-	500	500	500	500	0%
7850 Awards & Gifts	326	357	500	500	500	600	20%
<b>Sub-Total Commodities</b>	<b>1,007</b>	<b>597</b>	<b>4,340</b>	<b>4,340</b>	<b>4,340</b>	<b>4,440</b>	<b>2%</b>
<b>Total</b>	<b>224,068</b>	<b>155,372</b>	<b>221,461</b>	<b>221,461</b>	<b>221,461</b>	<b>221,304</b>	<b>0%</b>

# GENERAL ADMINISTRATION





## GENERAL ADMINISTRATION

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

### PERSONNEL SUMMARY

**Full-Time**

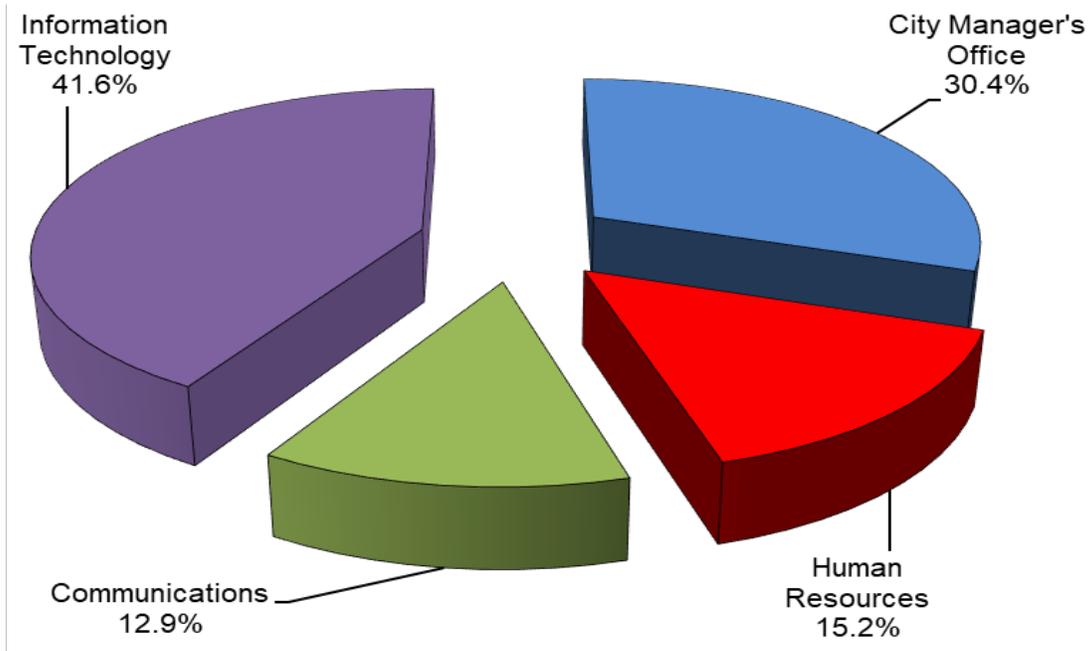
	FY2019 Authorized	FY2020 Authorized	FY2021 Authorized
<b>General Administration Personnel</b>			
<i>City Manager's Office</i>			
City Manager	1.0	1.0	1.0
Secretary to City Manager	1.0	1.0	1.0
Asst. to City Mgr./Director of Communications	1.0	1.0	1.0
Asst. to City Mgr./Director of Economic Dev.	1.0	1.0	-
<i>City Manager's Office Personnel Total</i>	4.0	4.0	3.0
<i>Human Resources</i>			
Director of Human Resources	1.0	-	-
Asst. to City Mgr./Director of Human Resources	-	1.0	-
Human Resources Generalist	-	1.0	1.0
Human Resources Manager	1.0	-	-
Print Shop Operator	-	1.0	1.0
<i>Human Resources Personnel Total</i>	2.0	3.0	2.0
<i>Information Technology</i>			
Information Technology Coordinator	-	-	-
Information Technology Specialist	-	1.0	1.0
Information Technology Manager	-	1.0	1.0
<i>Information Technology Personnel Total</i>	-	2.0	2.0
<b>General Administration Personnel Total</b>	<b>6.0</b>	<b>9.0</b>	<b>7.0</b>



**PROGRAM AS A PERCENTAGE OF DEPARTMENT BUDGET**

Program	Personnel	Contractual	Commodities	Other	Total
City Manager's Office	297,822	150,575	5,000	-	453,397
Human Resources	119,902	88,695	18,540	-	227,137
Communications	138,210	53,655	240	-	192,105
Information Technology	183,542	347,320	26,000	64,000	620,862
<b>Total</b>	<b>739,476</b>	<b>640,245</b>	<b>49,780</b>	<b>64,000</b>	<b>1,493,501</b>

**Expenditures Pie Chart**





**CITY MANAGER’S OFFICE**

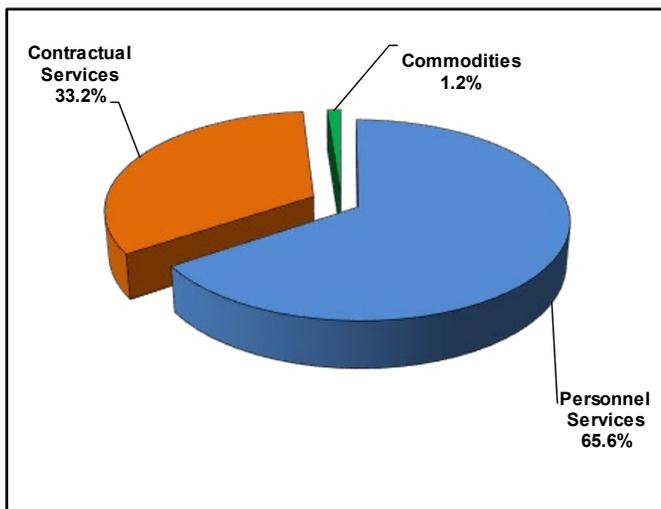
The City of University City uses the Council-Manager form government, under which elected City Council members hire the City Manager to carry out the following responsibilities:

- 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.

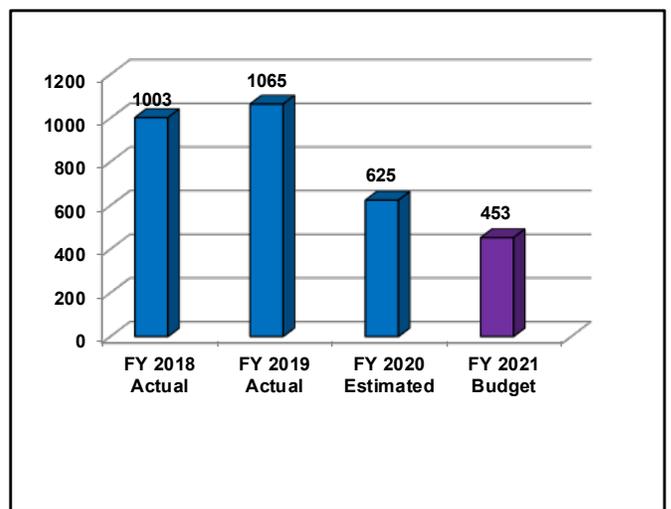
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	over FY 2020
Personnel Services	249,626	324,844	301,700	301,700	301,700	297,822	-1%
Contractual Services	747,601	731,722	318,150	318,150	318,150	150,575	-53%
Commodities	5,390	8,584	5,000	5,000	5,000	5,000	0%
<b>Total</b>	<b>1,002,617</b>	<b>1,065,150</b>	<b>624,850</b>	<b>624,850</b>	<b>624,850</b>	<b>453,397</b>	<b>-27%</b>

**FY 2021 Budget**



**Total Expenditures ('000)**





### 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 ensure that our customers receive the highest level of service possible.
- Continue to communicate with the residents and businesses through the newsletters and other media outlets.
- Continue to provide the residents and businesses the City annual calendar.

### SIGNIFICANT CHANGES OVER FY 2020

1. Assigned oversight of Fleet Operations to the Parks Recreation and Forestry Department.
2. Absorbed Human Resources into City Manager's Office.
3. Provides funding for Strategic Planning Advance.



Department	General Administration
Program	City Manager's Office

Fund	General
Account Number	01-12-05

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	184,819	245,514	228,000	228,000	228,000	222,600	-2%
5300 Car Allowance	2,100	4,200	-	-	-	4,800	100%
5340 Salaries - Part-Time & Temp	14,338	6,720	4,800	4,800	4,800	-	-100%
5380 Overtime	-	-	-	-	-	-	0%
5420 Workers Compensation	369	986	550	550	550	625	14%
5460 Medical Insurance	11,501	22,430	23,600	23,600	23,600	21,540	-9%
5660 Social Security Contributions	5,790	11,531	14,150	14,150	14,150	13,800	-2%
5740 Pension Contribution Nonunif.	23,000	30,229	27,300	27,300	27,300	31,227	14%
5860 Unemployment	6,400	-	-	-	-	3,230	100%
5900 Medicare	1,308	3,232	3,300	3,300	3,300	-	-100%
<b>Sub-Total Personnel Services</b>	<b>249,626</b>	<b>324,844</b>	<b>301,700</b>	<b>301,700</b>	<b>301,700</b>	<b>297,822</b>	<b>-1%</b>
<b>Contractual Services</b>							
6010 Professional Services	109,652	191,701	30,000	30,000	30,000	5,000	-83%
6010.01 Professional Services - A & L	0	-	-	-	-	-	0%
6011 Settlement	25,000	(7,149)	-	-	-	-	0%
6020 Legal Services	476,615	416,854	246,000	246,000	246,000	104,000	-58%
6020.02 Legal Services-County-Wide Sales Tax	3,057	10,054	-	-	-	-	0%
6040 Events & Receptions	-	803	1,200	1,200	1,200	1,400	17%
6040.01 Events & Receptions - A & L	-	-	-	-	-	-	0%
6050 Maintenance Contracts	8,069	8,725	-	-	-	-	0%
6070 Temporary Labor	11,470	-	-	-	-	-	0%
6090 Postage	19,703	17,246	-	-	-	-	0%
6105 Relocation Expense	11,425	-	-	-	-	-	0%
6110 Mileage Reimbursement	-	-	1,000	1,000	1,000	1,000	0%
6120 Professional Development	829	4,933	3,100	3,100	3,100	1,500	-52%
6130 Advertising & Public Notices	195	253	300	300	300	300	0%
6130.01 Advertising & Public Notices - A & L	-	-	-	-	-	-	0%
6135 Public Relations Programs	-	2,840	-	-	-	-	0%
6150 Printing Services	41,694	48,092	-	-	-	-	0%
6150.01 Printing Services A & L	-	-	-	-	-	-	0%
6170 Insurance - Liability	3,600	4,500	3,700	3,700	3,700	5,175	40%
6190 Insurance - Miscellaneous	249	-	-	-	-	-	0%
6220 Insurance - Public Officials	25,000	21,000	25,750	25,750	25,750	23,100	-10%
6270 Telephone & Pagers	2,508	1,268	1,400	1,400	1,400	1,400	0%
6400 Office Equipment Maintenance	-	523	-	-	-	2,000	100%
6560 Technology Services	-	-	-	-	-	-	0%
6610 Staff Training	288	17	3,000	3,000	3,000	3,000	0%
6650 Membership & Certification	8,247	10,062	2,700	2,700	2,700	2,700	0%
6700 Misc. Operating Services	-	-	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	<b>747,601</b>	<b>731,722</b>	<b>318,150</b>	<b>318,150</b>	<b>318,150</b>	<b>150,575</b>	<b>-53%</b>
<b>Commodities</b>							
7001 Office Supplies	613	4,223	2,500	2,500	2,500	2,500	0%
7050 Publications	551	240	1,000	1,000	1,000	1,000	0%
7051 Senior Commission Expense	-	-	-	-	-	-	0%
7090 Office & Computer Expense	3,900	2,888	-	-	-	-	0%
7130.01 Agricultural Supplies - A & L	-	-	-	-	-	-	0%
7330 Food	5	-	-	-	-	-	0%
7335 Business Meeting	321	783	1,500	1,500	1,500	1,500	0%
7810.01 Sign Supplies - A & L	-	-	-	-	-	-	0%
7850 Awards & Gifts	-	450	-	-	-	-	0%
7855 Promotional Items	-	-	-	-	-	-	0%
<b>Sub-Total Commodities</b>	<b>5,390</b>	<b>8,584</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0%</b>
<b>Total</b>	<b>1,002,617</b>	<b>1,065,150</b>	<b>624,850</b>	<b>624,850</b>	<b>624,850</b>	<b>453,397</b>	<b>-27%</b>



**Communications**

This program area is responsible for communicating internally, with the public and with community stakeholders. This is accomplished through the use of traditional earned media such as print articles or television interviews, direct mailing of ROARS and other flyers, an online weekly email bulletin, social media and the website.

Communications is an essential piece of good, effective government because it engages the public with their governing body, and provides necessary information for the delivery of services. It also enhances the quality of life of constituents through increased access to information and services.

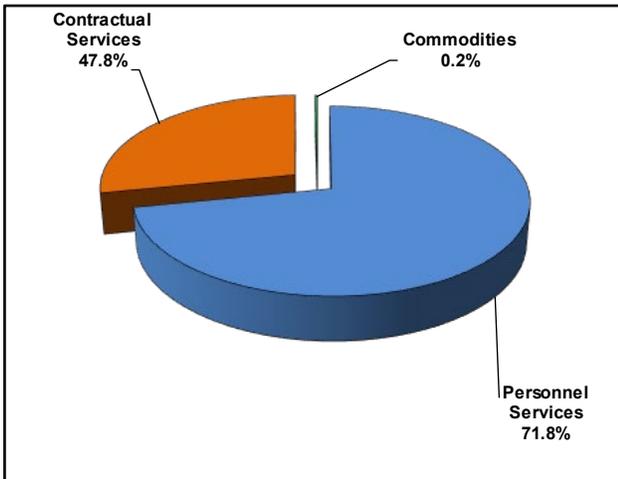
**Mission Statement**

Communications strives to provide timely, honest and transparent communications to residents and stakeholders, as well as the media and increasing public awareness of initiatives, programs and events in University City. Communications seeks to build trust with the community through consistent updates on projects and programs.

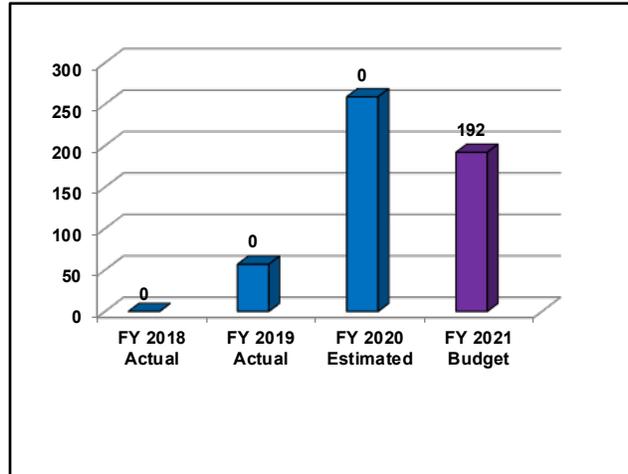
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	over FY 2020
Personnel Services	-	56,620	137,115	137,115	137,115	138,210	1%
Contractual Services	-	395	121,365	121,365	121,365	53,655	-56%
Commodities	-	300	240	240	240	240	0%
<b>Total</b>	-	<b>57,315</b>	<b>258,720</b>	<b>258,720</b>	<b>258,720</b>	<b>192,105</b>	<b>-26%</b>

**FY 2021 Budget**



**Total Expenditures ('000)**



**GOALS**

1. Create Video content for distribution on the website and social media
2. Continue to publish ROARS bi-monthly
3. Continue to publish weekly email bulletin
4. Employee communications training

**2020 Performance Summary**

1. Averaged 10 posts on social media weekly, including Nextdoor, Instagram, Facebook and Twitter
2. Began the weekly email news bulletin that reaches hundreds of residents each week
3. Continued making videos to promote University City, including director interviews and videos highlighting important government services, as well as live streams of press conferences
4. Improved community outreach including the University City School District, Washington University, the business community and others
5. Initiated an effort to reduce costs by offering residents to opt-in to email copies of ROARS
6. Communications Director learned graphic design skills to bring ROARS entirely in house.
7. Ensured transparency by overseeing video recordings of council meetings, study sessions and the state of the city address.



Department	General Administration
Program	Communications

Fund	General
Account Number	01-12-04

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	-	43,007	104,129	104,129	104,129	104,129	0%
5420 Workers Compensation	-	171	250	250	250	292	17%
5460 Medical Insurance	-	4,958	12,300	12,300	12,300	11,215	-9%
5660 Social Security Contributions	-	2,528	6,456	6,456	6,456	6,456	0%
5740 Pension Contribution Nonunif.	-	5,390	12,470	12,470	12,470	14,608	17%
5860 Unemployment	-	-	-	-	-	-	0%
5900 Medicare	-	567	1,510	1,510	1,510	1,510	0%
<b>Sub-Total Personnel Services</b>	-	<b>56,620</b>	<b>137,115</b>	<b>137,115</b>	<b>137,115</b>	<b>138,210</b>	<b>1%</b>
<b>Contractual Services</b>							
6010 Professional Services	-	-	30,000	30,000	30,000	3,000	-90%
6040 Events & Receptions	-	-	-	-	-	-	0%
6050 Maintenance Contracts	-	-	-	-	-	-	0%
6090 Postage	-	-	30,000	30,000	30,000	24,790	-17%
6110 Mileage Reimbursement	-	-	-	-	-	-	0%
6120 Professional Development	-	-	1,500	1,500	1,500	-	-100%
6130 Advertising & Public Notices	-	-	4,000	4,000	4,000	-	-100%
6135 Public Relations Programs	-	-	-	-	-	-	0%
6150 Printing Services	-	-	55,000	55,000	55,000	25,000	-55%
6170 Insurance - Liability	-	-	-	-	-	-	0%
6190 Insurance - Miscellaneous	-	-	-	-	-	-	0%
6220 Insurance - Public Officials	-	-	-	-	-	-	0%
6270 Telephone & Pagers	-	395	720	720	720	720	0%
6400 Office Equipment Maintenance	-	-	-	-	-	-	0%
6560 Technology Services	-	-	-	-	-	-	0%
6610 Staff Training	-	-	-	-	-	-	0%
6650 Membership & Certification	-	-	145	145	145	145	0%
6700 Misc. Operating Services	-	-	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	-	<b>395</b>	<b>121,365</b>	<b>121,365</b>	<b>121,365</b>	<b>53,655</b>	<b>-56%</b>
<b>Commodities</b>							
7001 Office Supplies	-	15	-	-	-	-	0%
7050 Publications	-	-	240	240	240	240	0%
7051 Senior Commission Expense	-	-	-	-	-	-	0%
7090 Office & Computer Expense	-	285	-	-	-	-	0%
7130.01 Agricultural Supplies - A & L	-	-	-	-	-	-	0%
7330 Food	-	-	-	-	-	-	0%
7335 Business Meeting	-	-	-	-	-	-	0%
7810.01 Sign Supplies - A & L	-	-	-	-	-	-	0%
7850 Awards & Gifts	-	-	-	-	-	-	0%
7855 Promotional Items	-	-	-	-	-	-	0%
<b>Sub-Total Commodities</b>	-	<b>300</b>	<b>240</b>	<b>240</b>	<b>240</b>	<b>240</b>	<b>0%</b>
<b>Total</b>	-	<b>57,315</b>	<b>258,720</b>	<b>258,720</b>	<b>258,720</b>	<b>192,105</b>	<b>-26%</b>



**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.

The IT program supports the City’s network which has five (5) physical servers, twenty-four (24) virtual servers, one hundred sixty (200) personal computers, eight (8) laptop computers, and other technology equipment. In addition, the program provides technical assistance and procurement for the Police Department.

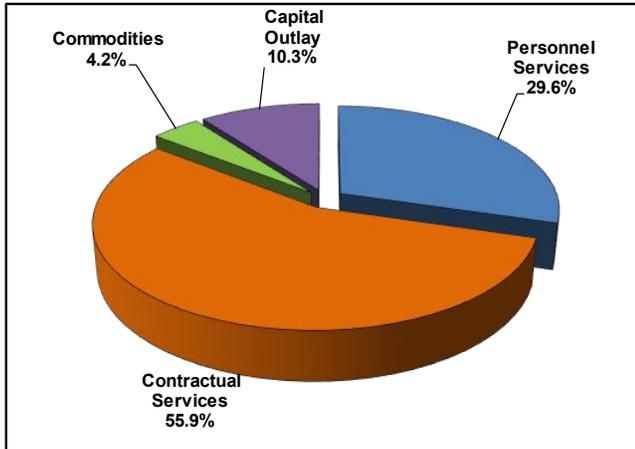
**Mission Statement**

Information Technology is 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.

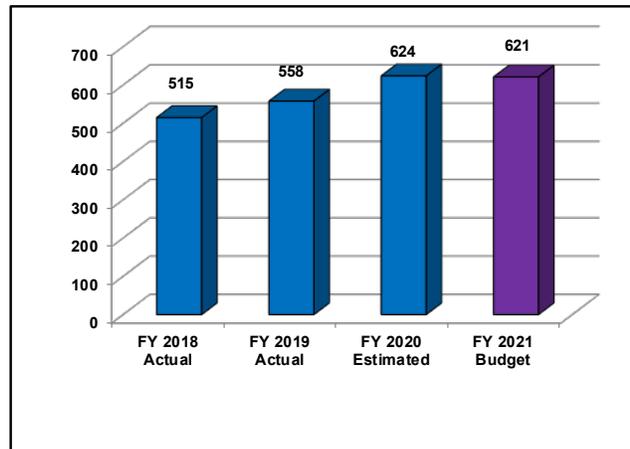
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	% over FY 2020
Personnel Services	105,839	113,207	186,050	186,050	186,050	183,542	-1%
Contractual Services	364,456	350,088	332,390	332,390	332,390	347,320	4%
Commodities	29,272	34,286	18,500	18,500	18,500	26,000	41%
Capital Outlay	15,076	60,719	87,000	87,000	87,000	64,000	-26%
<b>Total</b>	<b>514,643</b>	<b>558,300</b>	<b>623,940</b>	<b>623,940</b>	<b>623,940</b>	<b>620,862</b>	<b>-0.5%</b>

**FY 2021 Budget**



**Total Expenditures ('000)**



**GOALS**

1. Continued progress of SharePoint sites for departments
2. ESXi Host upgrade
3. Prepare for and complete the RFP for the City's print services

**FISCAL YEAR 2020 PEFORMANCE SUMMARY**

IT provides support for multiple projects and long-term goals. Below is a list of accomplishments in fiscal year 2020:

- **Windows 10 Upgrade** – Have successfully migrated all City devices to Windows 10 as well as refreshed all Police Dept. computers
- **Internal Staff** – Hired an internal IT Specialist to reduce the cost of having a contractual employee
- **Website Update** – The City's website has been redesigned
- **Sharepoint** – IT has begun the process of moving some City resources to our SharePoint site



Department	General Administration
Program	Information Technology

Fund	General
Account Number	01-18-11

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	74,207	76,882	129,600	129,600	129,600	128,325	-1%
5380 Overtime	-	-	-	-	-	-	0%
5420 Workers Compensation	3,106	6,276	7,300	7,300	7,300	5,855	-20%
5460 Medical Insurance	15,224	14,908	23,700	23,700	23,700	21,540	-9%
5660 Social Security Contributions	4,298	4,462	8,050	8,050	8,050	7,960	-1%
5740 Pension Contribution Nonunif.	8,000	9,635	15,500	15,500	15,500	18,002	16%
5860 Unemployment	-	-	-	-	-	-	0%
5900 Medicare	1,005	1,043	1,900	1,900	1,900	1,860	-2%
<b>Sub-Total Personnel Services</b>	<b>105,839</b>	<b>113,207</b>	<b>186,050</b>	<b>186,050</b>	<b>186,050</b>	<b>183,542</b>	<b>-1%</b>
<b>Contractual Services</b>							
6010 Professional Services	83,208	86,298	10,000	10,000	10,000	-	-100%
6050 Maintenance Contracts	95,132	59,287	95,400	95,400	95,400	103,500	8%
6070 Temporary Labor	-	-	-	-	-	-	0%
6120 Professional Development	-	-	1,500	1,500	1,500	500	-67%
6130 Advertising & Public Notices	-	-	-	-	-	-	0%
6170 Insurance - Liability	-	-	-	-	-	5,175	100%
6175 Privacy Liability & Network Security	5,232	5,232	6,000	6,000	6,000	13,255	121%
6270 Telephone & Pagers	41,684	38,838	35,340	35,340	35,340	41,340	17%
6320 Internet Services	16,707	21,032	17,400	17,400	17,400	21,000	21%
6400 Office Equipment Maintenance	74,247	64,118	68,800	68,800	68,800	64,800	-6%
6560 Technology Services	48,246	74,322	92,500	92,500	92,500	93,500	1%
6610 Staff Training	-	625	4,000	4,000	4,000	4,000	0%
6650 Membership & Certification	-	336	1,450	1,450	1,450	250	-83%
<b>Sub-Total Contractual Services</b>	<b>364,456</b>	<b>350,088</b>	<b>332,390</b>	<b>332,390</b>	<b>332,390</b>	<b>347,320</b>	<b>4%</b>
<b>Commodities</b>							
7001 Office Supplies	-	-	1,000	1,000	1,000	2,000	100%
7050 Publications	-	-	-	-	-	-	0%
7090 Office & Computer Equip.	29,272	34,286	17,500	17,500	17,500	24,000	37%
<b>Sub-Total Commodities</b>	<b>29,272</b>	<b>34,286</b>	<b>18,500</b>	<b>18,500</b>	<b>18,500</b>	<b>26,000</b>	<b>41%</b>
<b>Capital Outlay</b>							
8120 Computer Equipment	2,999	15,841	85,000	85,000	85,000	40,000	-53%
8140 Software Systems	12,077	44,878	-	-	-	24,000	100%
8180 Office Furniture & Equip.	-	-	2,000	2,000	2,000	-	-100%
<b>Sub-Total Capital Outlay</b>	<b>15,076</b>	<b>60,719</b>	<b>87,000</b>	<b>87,000</b>	<b>87,000</b>	<b>64,000</b>	<b>-26%</b>
<b>Total</b>	<b>514,643</b>	<b>558,298</b>	<b>623,940</b>	<b>623,940</b>	<b>623,940</b>	<b>620,862</b>	<b>-0.5%</b>



**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. Base level services include:

1. Talent Management/Full Cycle Recruiting – solicitation, acquisition, onboarding, performance, employee relations and retention, internal and external transitions, and retention
2. Total Compensation – salary and benefits administration
3. Risk Management – workers’ compensation, safety, liability, wellness, drug and alcohol testing
4. Labor Relations
5. Training and Development
6. Leave Administration
7. Compliance – Federal, state, local, civil service and administrative regulations
8. Employee Recognition – events, awards, programs and activities
9. Oversight of internal Printing, Mail Services and Parking Meters collection and maintenance
10. Oversight of Fleet Management
11. Support for the City’s two Pension Boards, Civil Service Board and Human Relations Board

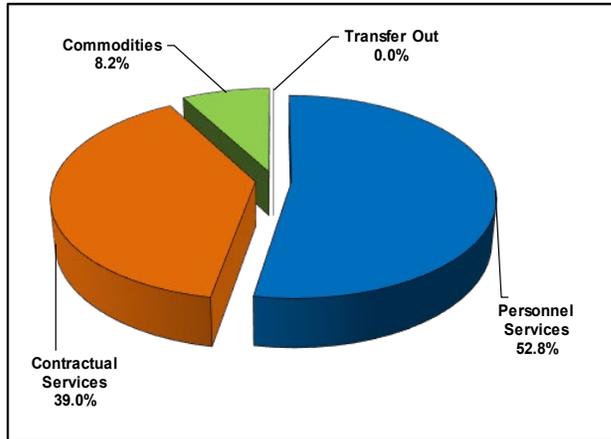
**Mission Statement**

The Human Resources Department supports the City of University City’s total operation in meeting its goals through its most valuable resource—PEOPLE. Human Resources serves as a strategic partner to develop, implement and support programs, processes and outcomes that add value to the City of University City and its employees, leading to improved welfare, morale, safety, empowerment, growth and retention, while committed to the City’s management and prosperity for its citizens, employees, and stakeholders, and in support of the City’s values: Integrity, Customer Services, Collaboration, Accountability, Respect, and Empowerment.

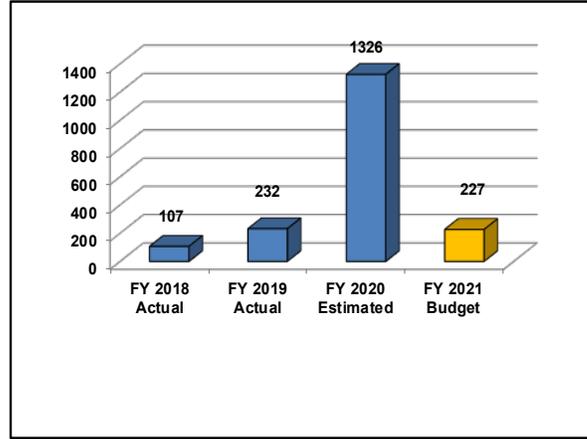
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	% over FY 2020
Personnel Services	74,570	132,288	202,100	202,100	202,100	119,902	-40.7%
Contractual Services	26,724	75,470	89,740	89,740	89,740	88,695	-1.2%
Commodities	5,686	23,836	22,240	22,240	22,240	18,540	-16.6%
Transfer Out	-	-	1,011,900	1,011,900	1,011,900	-	-100.0%
<b>Total</b>	<b>106,980</b>	<b>231,594</b>	<b>1,325,980</b>	<b>1,325,980</b>	<b>1,325,980</b>	<b>227,137</b>	<b>-82.9%</b>

**FY 2021 Budget**



**Total Expenditures ('000)**



**GOALS**

1. Maintain Productivity and Workforce Planning
2. Continue to develop Evaluation Processes and Training Programs
3. Increase Employee Engagement
4. Evaluate and implement human resource management technology modules- applicant tracking and onboarding
5. Streamline Processes for Efficiency
6. Develop and continue to build an effective Safety Team to review and evaluate incidents and make policy, procedure and training recommendations to improve safety and mitigate risk
7. Broaden the Wellness Program to help increase the holistic health of employees
8. Development, maintenance, and administration of a competitive compensation plan and comprehensive benefits package
9. Development and administration of policies and procedures that are meaningful and aligned with the mission of the City while remaining applicable to daily operations
10. Inspiration and encouragement for a high level of employee engagement through recognition, effective communication, growth opportunities, and constant feedback

These services are achieved through a teamwork philosophy that is inspired through effective organizational skills, proactive efforts, and a balance between professionalism and the ability to have an excellent work environment!



**FISCAL YEAR 2020 PERFORMANCE SUMMARY**

The Human Resources department is an internal services department providing support and leadership throughout the organization through human resources and administrative programs and systems and active communication. Below are the accomplishments in FY 2020:

- Continued process of moving HR from Transactional to Transformational
- Implemented ApplicantPro – Online/Automated Applicant Tracking System
- Implemented Hire Forms – Online/Automated Employee Onboarding System
- Implemented ProScreening – Online/Automated Background Checks System
- Established Cross-Department Employee Safety Committee to review and evaluate incidents and make policy, procedure and training recommendations to improve safety and mitigate risk
- Continue to Work through New Compensation Implementation by Addressing Compression Issues
- Implemented Citywide Employee Evaluation Process and Tool
- Hosted Employee Holiday and Recognition Luncheon
- Conducted Fleet Services Survey Resulting in Facilitation of Improved Customer Service Outcomes
- Began Integration of Employees' ICARE Value Statement
- Updated Vacation and Sick Leave Policies
- Managed Personnel Related COVID-19 Pandemic Response

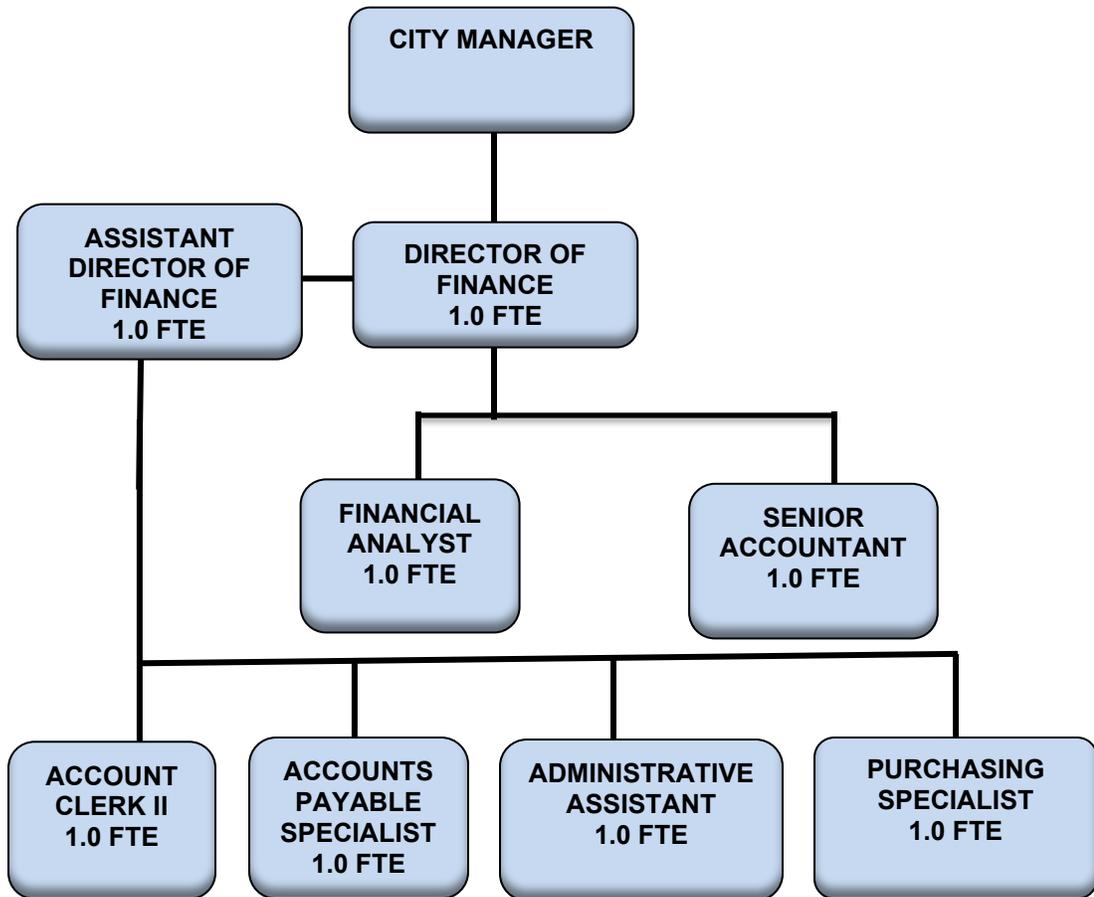


Department	General Administrative
Program	Human Resources

Fund	General
Account Number	01-14-07

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	50,931	99,133	148,400	148,400	148,400	95,870	-35%
5340 Salaries - Part-Time & Temp	-	-	-	-	-	-	0%
5420 Workers Compensation	109	400	2,000	2,000	2,000	1,670	-17%
5460 Medical Insurance	5,950	7,649	15,300	15,300	15,300	15,027	-2%
5465 Medical Insurance - Retirees	-	-	-	-	-	-	0%
5540 EAP	6,683	6,683	7,200	7,200	7,200	-	-100%
5660 Social Security Contributions	2,907	4,863	9,200	9,200	9,200	5,945	-35%
5740 Pension Contribution Nonunif.	7,000	12,434	17,800	17,800	17,800	-	-100%
5860 Unemployment	311	-	-	-	-	-	0%
5900 Medicare	680	1,126	2,200	2,200	2,200	1,390	-37%
<b>Sub-Total Personnel Services</b>	<b>74,570</b>	<b>132,287</b>	<b>202,100</b>	<b>202,100</b>	<b>202,100</b>	<b>119,902</b>	<b>-41%</b>
<b>Contractual Services</b>							
6010 Professional Services	7,549	32,079	2,000	2,000	2,000	2,000	0%
6030 Medical Service	1,654	4,962	6,505	6,505	6,505	7,350	13%
6050 Maintenance Contracts	7,900	12,099	18,500	18,500	18,500	18,650	1%
6070 Temporary Labor	-	-	-	-	-	-	0%
6090 Postage	-	780	30,000	30,000	30,000	30,900	3%
6105 Relocation Expense	-	5,000	-	-	-	-	0%
6110 Mileage Reimbursement	-	-	300	300	300	300	0%
6120 Professional Development	-	894	6,500	6,500	6,500	1,100	-83%
6130 Advertising & Public Notices	-	1,869	3,000	3,000	3,000	3,000	0%
6150 Printing Service	-	-	700	700	700	1,122	60%
6170 Insurance - Liability	4,000	4,500	4,120	4,120	4,120	5,175	26%
6190 Insurance - Miscellaneous	-	-	-	-	-	-	0%
6220 Insurance - Public Officials	5,000	11,300	5,800	5,800	5,800	12,430	114%
6270 Telephone & Pagers	-	509	650	650	650	698	7%
6400 Office Equipment Maintenance	-	-	-	-	-	1,000	100%
6600 Tuition Reimbursement	-	-	750	750	750	750	0%
6610 Staff Training	360	411	4,000	4,000	4,000	2,000	-50%
6650 Membership & Certification	72	896	1,415	1,415	1,415	720	-49%
6660 Laundry Services	-	172	500	500	500	500	0%
6700 Misc. Operating Services	189	-	5,000	5,000	5,000	1,000	-80%
<b>Sub-Total Contractual Services</b>	<b>26,724</b>	<b>75,470</b>	<b>89,740</b>	<b>89,740</b>	<b>89,740</b>	<b>88,695</b>	<b>-1%</b>
<b>Commodities</b>							
7001 Office Supplies	-	6,076	1,000	1,000	1,000	7,000	600%
7050 Publications	192	512	500	500	500	500	0%
7090 Office & Computer Equip.	-	1,446	1,000	1,000	1,000	1,000	0%
7330 Food	3,705	5,381	5,000	5,000	5,000	5,000	0%
7650 Parking Meter Parts	-	4,504	4,500	4,500	4,500	4,500	0%
7770 Uniform & Safety Gear	-	-	540	540	540	540	0%
7850 Awards & Gifts	1,788	5,917	9,700	9,700	9,700	-	-100%
<b>Sub-Total Commodities</b>	<b>5,685</b>	<b>23,837</b>	<b>22,240</b>	<b>22,240</b>	<b>22,240</b>	<b>18,540</b>	<b>-17%</b>
<b>Transfer Out</b>							
9950 Operating Transfer Out to Fleet	-	-	1,011,900	1,011,900	1,011,900	-	-100%
	-	-	1,011,900	1,011,900	1,011,900	-	-100%
<b>Total</b>	<b>106,980</b>	<b>231,594</b>	<b>1,325,980</b>	<b>1,325,980</b>	<b>1,325,980</b>	<b>227,137</b>	<b>-83%</b>

# FINANCE





The Finance 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 26,000 payments by customers for City collection services, of which, 21,900 payments were from refuse collections, and over 3,000 payments were from on-line bill pay
- Process annually over \$10.0 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 11,200 accounts for trash collection for five (5) route billing cycle and miscellaneous billing for approximately 300 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
- Assist HR with administering City insurance programs
- Manage the delivery of the Municipal Services billing statement
- 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 700 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



- Process nearly 8,200 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 13,000 payroll advices and checks annually
- Produce and distribute W-2's, 1099R's and 1099Misc's annually
- Assist IT with 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 2019 Authorized	FY 2020 Authorized	FY 2021 Authorized
<b>Finance Personnel</b>			
Director of Finance	1.0	1.0	1.0
Assistant Director of Finance	-	1.0	1.0
Financial Analyst	1.0	1.0	1.0
Senior Accountant	1.0	1.0	1.0
Accountant	2.0	1.0	-
Accounts Payable Specialist	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0
Account Clerk II	1.0	1.0	1.0
Print Shop Operator	1.0	1.0	-
<b>Finance Personnel Total</b>	<b>9.0</b>	<b>9.0</b>	<b>7.0</b>



**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; assist HR in administering City insurance programs; risk management; fixed asset management; project accounting management; and coordinating Federal, State, Local, and Community Development Block Grants. The Director of Finance, under the supervision of the City Manager, manages all functions of the Finance Department.

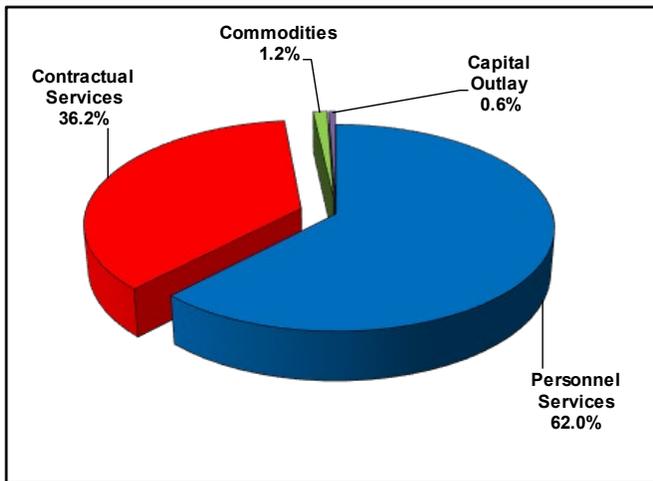
**Mission Statement**

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.

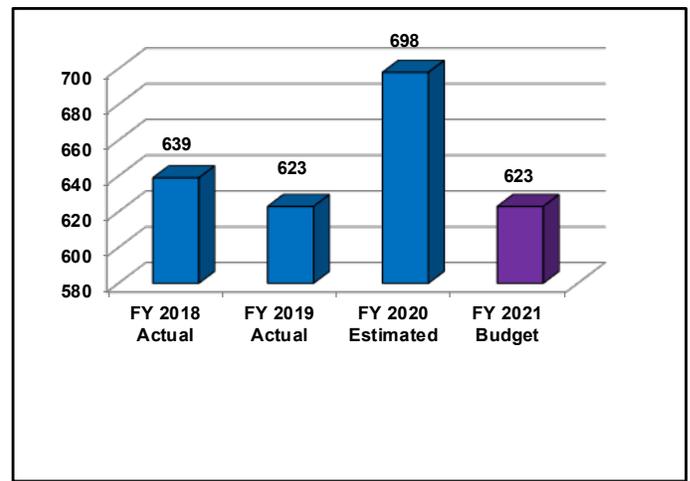
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	% over FY 2020
Personnel Services	429,970	356,756	479,500	479,500	479,500	386,652	-19%
Contractual Services	190,464	249,528	201,520	201,520	201,520	225,615	12%
Commodities	18,523	17,049	16,750	16,750	16,750	7,350	-56%
Capital Outlay	-	-	-	-	-	3,600	100%
<b>Total</b>	<b>638,957</b>	<b>623,334</b>	<b>697,770</b>	<b>697,770</b>	<b>697,770</b>	<b>623,217</b>	<b>-11%</b>

**FY 2021 Budget**



**Total Expenditures ('000)**



**GOALS**

1. Provide timely quarterly financial reporting to post on the City’s website for the public.
2. Continue to improve workflow, timeliness and accuracy both within Finance and other departments.
3. Continue to perform internal audits focus on “cash”, to assist in fraud assessment control.
4. Monitor government affairs at both state and federal levels for potential cost/benefit to City operations.
5. Complete the FY 2020 Comprehensive Annual Financial Report by December 31, 2020 and submit for the Government Finance Officers Association’s (GFOA) Certificate of Achievement for Excellence in Financial Reporting.
6. Complete the FY 2021 Budget and submit for the Distinguish Budget Presentation Award.
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. Continue to pursue delinquent refuse and miscellaneous billing accounts owed to the City.
12. 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.
13. 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.
14. To adopt a “paperless” concept by stop printing payroll checks, W-2, etc.
15. To work with City of St. Louis and other neighboring Cities in attempt to convert parking meters to “Pay Station”, in order to enhance the parking revenue.
16. Monitor the budget in order to maintain the level of the General Fund’s fund balance.



**FISCAL YEAR 2020 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, 2019.
- Received the Distinguish Budget Presentation Award for Budget FY 2020.
- 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 Department, Sanitation Division. The shut-off cycles continue 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 to convert paper records to electronic records.

**PERFORMANCE MEASUREMENTS**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Projected
Checks Issued	5,695	5,594	5,600	5,600
Refuse unit bills generated	22,303	22,464	22,475	22,500
Purchase Orders	389	352	350	350
Invoices (processed and paid)	8,431	8,206	8,200	8,200
Business Licenses Issued	808	776	780	790
Liquor Licenses Issued	63	59	65	70



Department	Finance
Program	Finance Administration

Fund	General
Account Number	01-16-08

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	301,831	270,488	368,100	368,100	368,100	280,518	-24%
5340 Salaries - Part-Time & Temp	-	-	-	-	-	-	0%
5380 Overtime	2,807	217	1,000	1,000	1,000	1,000	0%
5420 Workers Compensation	1,937	3,623	900	900	900	930	3%
5460 Medical Insurance	26,046	28,923	37,000	37,000	37,000	32,250	-13%
5660 Social Security Contributions	18,110	15,778	23,000	23,000	23,000	20,580	-11%
5740 Pension Contribution Nonunif.	75,000	33,927	44,100	44,100	44,100	46,559	6%
5860 Unemployment	-	-	-	-	-	-	0%
5900 Medicare	4,240	3,799	5,400	5,400	5,400	4,815	-11%
<b>Sub-Total Personnel Services</b>	<b>429,970</b>	<b>356,756</b>	<b>479,500</b>	<b>479,500</b>	<b>479,500</b>	<b>386,652</b>	<b>-19%</b>
<b>Contractual Services</b>							
6001 Auditing & Accounting	52,999	67,081	50,400	50,400	50,400	54,600	8%
6010 Professional Services	36,488	13,077	-	-	-	3,700	100%
6111 Settlement	-	12,500	-	-	-	-	-
6040 Events & Receptions	-	-	-	-	-	-	0%
6050 Maintenance Contracts	44,371	33,666	78,300	78,300	78,300	80,000	2%
6070 Temporary Labor	-	41,506	15,000	15,000	15,000	-	-100%
6090 Postage	37,613	34,428	7,000	7,000	7,000	30,000	329%
6110 Mileage Reimbursement	16	-	-	-	-	-	0%
6120 Professional Development	1,965	(785)	2,600	2,600	2,600	2,600	0%
6130 Advertising & Public Notices	-	158	3,000	3,000	3,000	2,500	-17%
6150 Printing Services	711	4,490	4,500	4,500	4,500	2,300	-49%
6170 Insurance - Liability	3,800	4,500	3,920	3,920	3,920	5,175	32%
6190 Insurance - Miscellaneous	-	-	1,050	1,050	1,050	-	-100%
6220 Insurance - Public Officials	2,186	25,617	26,000	26,000	26,000	28,180	8%
6270 Telephone & Pagers	-	86	-	-	-	660	-
6400 Office Equipment Maintenance	587	-	3,000	3,000	3,000	3,000	0%
6560 Technology Services	4,335	4,509	4,500	4,500	4,500	6,000	33%
6650 Membership & Certification	1,241	965	-	-	-	1,900	100%
6660 Laundry Services	380	396	1,150	1,150	1,150	-	-100%
6670 Cashier's Over/Under	-	20	-	-	-	-	0%
6700 Misc. Operating Services	2,690	354	-	-	-	2,000	100%
6730 Lien Recording Fees	-	-	-	-	-	-	0%
6770 Bank & Credit Card Fees	1,082	6,961	1,100	1,100	1,100	3,000	173%
<b>Sub-Total Contractual Services</b>	<b>190,464</b>	<b>249,528</b>	<b>201,520</b>	<b>201,520</b>	<b>201,520</b>	<b>225,615</b>	<b>12%</b>
<b>Commodities</b>							
7001 Office Supplies	15,092	10,964	15,000	15,000	15,000	7,000	-53%
7050 Publications	-	-	500	500	500	-	-100%
7090 Office & Computer Equip.	289	-	750	750	750	-	-100%
7330 Food	-	-	-	-	-	-	0%
7410 License Plates & Badges	219	231	500	500	500	350	-30%
7570 Hardware & Hand Tools	-	217	-	-	-	-	0%
7650 Parking Meter Parts	2,923	5,637	-	-	-	-	0%
7770 Uniform and Safety Gear	-	-	-	-	-	-	0%
<b>Sub-Total Commodities</b>	<b>18,523</b>	<b>17,049</b>	<b>16,750</b>	<b>16,750</b>	<b>16,750</b>	<b>7,350</b>	<b>-56%</b>
<b>Capital Outlay</b>							
8180 Office Furniture & Equip	-	-	-	-	-	3,600	100%
	-	-	-	-	-	<b>3,600</b>	<b>100%</b>
<b>Total</b>	<b>638,957</b>	<b>623,334</b>	<b>697,770</b>	<b>697,770</b>	<b>697,770</b>	<b>623,217</b>	<b>-11%</b>



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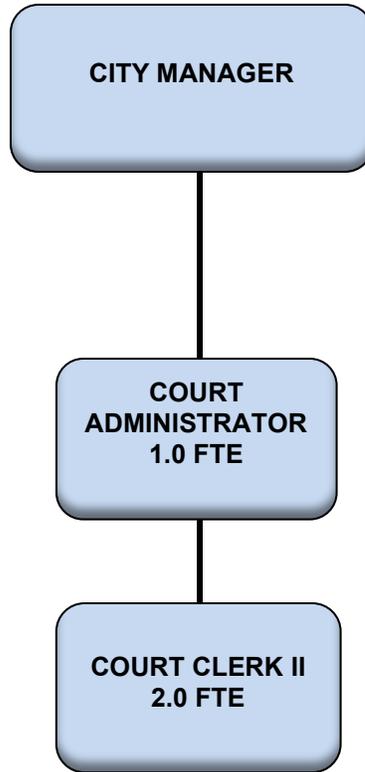


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# MUNICIPAL COURT





**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.

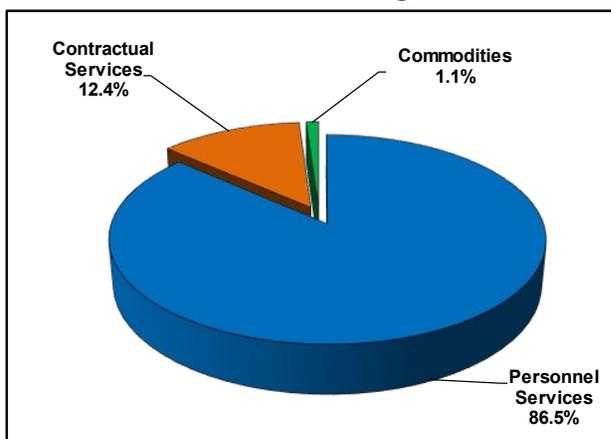
**Mission Statement**

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.

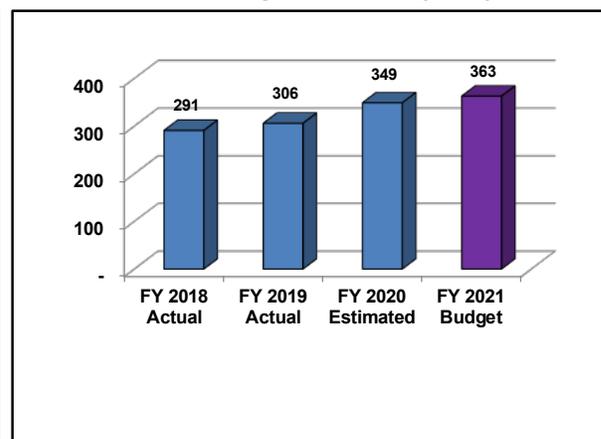
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	% over FY 2020
Personnel Services	211,408	239,028	258,800	258,800	258,800	314,400	21%
Contractual Services	78,502	65,177	85,920	85,920	85,920	45,079	-48%
Commodities	1,296	1,871	4,000	4,000	4,000	4,000	0%
<b>Total</b>	<b>291,206</b>	<b>306,076</b>	<b>348,720</b>	<b>348,720</b>	<b>348,720</b>	<b>363,479</b>	<b>4%</b>

**FY 2021 Budget**



**Total Expenditures ('000)**





**PERFORMANCE MEASUREMENTS**

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	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Projected
Fines & Court costs	\$797,669	\$818,300	\$783,437	790,000
Parking Tickets issued	8,476	10,241	12303	13,000
Moving violations (filed)	4,635	3,675	5273	5,500
Housing & Environmental violations (filed)	281	517	953	1,200
Other violations (filed)	957	1,200	1368	1,500
Total number of new court cased (filed)	14,349	15,633	19,897	21,200
Total number of trials set	420	475	350	300
Total number of trials heard	395	425	116	150



Department	Municipal Court
Program	Municipal Court

Fund	General
Account Number	01-20-14

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	138,856	152,500	148,900	148,900	148,900	153,954	3%
5220 Injury Leave	(2,775)	-	-	-	-	-	0%
5340 Salaries - Part-Time & Temp	4,500	15,530	34,500	34,500	34,500	80,260	133%
5380 Overtime	4,741	5,028	5,300	5,300	5,300	5,300	0%
5420 Workers Compensation	331	757	500	500	500	656	31%
5460 Medical Insurance	35,044	33,414	38,000	38,000	38,000	34,715	-9%
5660 Social Security Contributions	7,871	9,772	11,100	11,100	11,100	14,521	31%
5740 Pension Contribution Nonunif.	21,000	19,743	17,900	17,900	17,900	21,598	21%
5900 Medicare	1,840	2,284	2,600	2,600	2,600	3,396	31%
<b>Sub-Total Personnel Services</b>	<b>211,408</b>	<b>239,028</b>	<b>258,800</b>	<b>258,800</b>	<b>258,800</b>	<b>314,400</b>	<b>21%</b>
<b>Contractual Services</b>							
6010 Professional Services	41,601	34,655	31,000	31,000	31,000	1,000	-97%
6050 Maintenance Contracts	-	-	-	-	-	-	0%
6110 Mileage Reimbursement	-	-	200	200	200	250	0%
6120 Professional Development	1,984	2,268	3,250	3,250	3,250	4,590	41%
6150 Printing Services	3,792	1,892	8,750	8,750	8,750	8,750	0%
6170 Insurance - Liability	7,000	4,500	7,210	7,210	7,210	5,175	-28%
6400 Office Equipment Maintenance	-	-	2,000	2,000	2,000	2,000	0%
6560 Technology Services	19,780	16,969	28,850	28,850	28,850	18,854	-35%
6600 Tuition Reimbursement	-	-	-	-	-	-	0%
6650 Membership & Certification	-	300	1,160	1,160	1,160	960	-17%
6670 Cashier's Over/Under	-	1	-	-	-	-	0%
6700 Misc. Operating Services	1,081	1,300	-	-	-	-	0%
6770 Bank & Credit Card Fees	3,266	3,293	3,500	3,500	3,500	3,500	0%
<b>Sub-Total Contractual Services</b>	<b>78,503</b>	<b>65,177</b>	<b>85,920</b>	<b>85,920</b>	<b>85,920</b>	<b>45,079</b>	<b>-48%</b>
<b>Commodities</b>							
7001 Office Supplies	1,296	1,871	1,500	1,500	1,500	1,500	0%
7090 Office & Computer Equip.	-	-	2,500	2,500	2,500	2,500	0%
<b>Sub-Total Commodities</b>	<b>1,296</b>	<b>1,871</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>0%</b>
<b>Total</b>	<b>291,206</b>	<b>306,076</b>	<b>348,720</b>	<b>348,720</b>	<b>348,720</b>	<b>363,479</b>	<b>4%</b>



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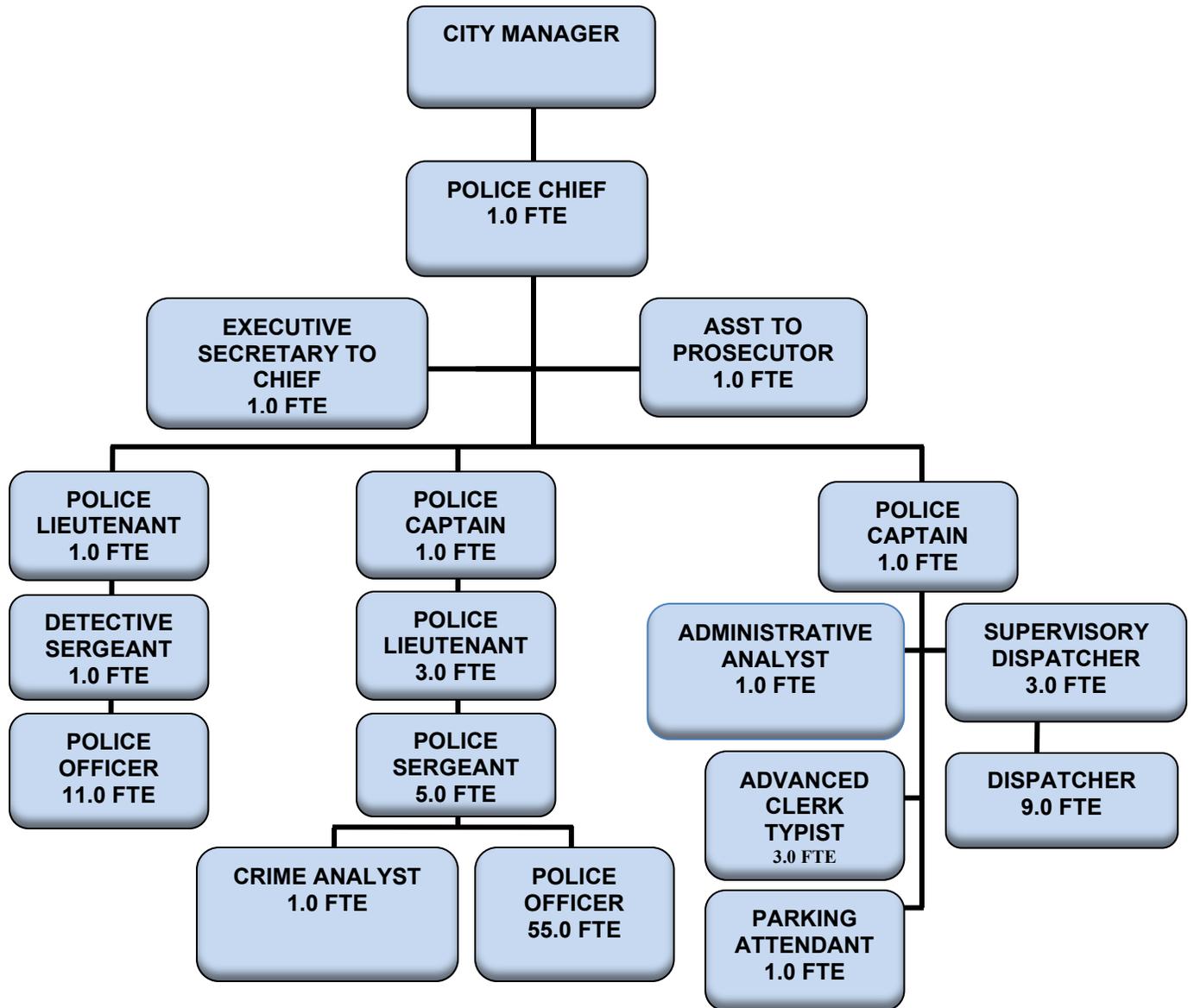


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# POLICE DEPARTMENT





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 increased training needs and demands, the Department will be including the opportunities for all staff to continually enhancing their skills and attributes.

### **Administration**

The Chief of Police, as executive officer and Director 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/her 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); and
- (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 all patrol units. Patrol Units may be assigned to special traffic details when needed. The BFO Commander/Inspector 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; and
- Serve as the Department Safety Officer/Inspector.

The BFO is commanded by a Commander, 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. (51) Patrol Officers
4. (2) Community Action Team Officers
5. (2) Police Canine Officers
6. (1) Crime Analyst/Grant Writer
7. (3) Resource/D.A.R.E. Police Officers
8. (1) Parking Controller
9. (2) Police Chaplains

The Juvenile Division is responsible for both general and juvenile investigations. D.A.R.E. and/or School 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.

The BFO is a 24-hour operation, divided into two 12-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 Bureau Commander.
- Attendance of monthly meetings of the city Neighborhood Watch Focus Group.

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

The University City Police Department's Canine Unit (2 man) is a treasured resource utilized by UCPD personnel. A canine team consists of an on-duty canine police officer and his assigned Department canine dog. The team is available for assignments 24-hours per day. Canine team duties include conducting building searches for hidden offenders, locating missing persons, tracking suspects who have fled the scene



of a crime, performing article searches, detecting narcotics or explosives, and conducting public service canine demonstrations.

The Police Chaplain Program creates a partnership with various faith-based leaders of a community to respond and assist police and other law enforcement agencies providing an overall better quality to the citizens of cities and communities. The goal is that by having the Police and Clergy working together during times of crisis or incidents, that a more comprehensive response will be given to those in need.

The Community Action Team (CAT) uses a two-pronged approach in responding to the concerns of citizens in the City. The first approach is directed patrol which uses uniformed CAT officers to respond in the high crime areas or "Hot Spots" of the City or areas that are experiencing specific problems. This gives a greater police presence in these areas, which helps prevent crime and increases the chances of catching criminals perpetrating these crimes. This approach gives the platoon commander more flexibility in responding to crime trends in the precinct ranging from speeding cars, burglaries in a neighborhood, and drug dealing on a street corner, without disturbing services to the community.

The second approach uses the expertise of the CAT Team's "plain clothes"/ undercover to respond to neighborhood drug problems. The approach can be very effective because officers work closely with the community receiving complaints about drug houses and drug dealing. The CAT Team also investigates disorderly houses and illegal liquor and cigarette sales. This two-pronged approach creates a highly responsive and effective team for the citizens.

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. The Crime Analyst is tasked with collecting crime statistics and submitting those monthly statistics to the State and the Federal authorities for uniformed crime reporting purposes.

The philosophy of the University City Police Department is to promote the safe operation of motor vehicles throughout the city through its traffic enforcement program. This is accomplished through traffic enforcement at locations determined to be high crash locations by crash surveys, by monitoring data from collection units, and citizen complaints.

**Office of the Inspector:**

The Bureau of Professional Standards Inspector is responsible for evaluating and overseeing all aspects of officer accountability; evaluating training protocols relative to officer performance; and ensuring the fairness and effectiveness of the disciplinary process. The Bureau of Professional Standards consists of the Inspector.

The Bureau of Professional Standards reports directly to the Office of the Chief of Police. It is charged with the responsibility to monitor and maintain members' compliance with Department rules and procedures.



The Internal Affairs Division is responsible for investigating alleged or suspected violations of statutes, ordinances, and Department rules and directives, and for detecting corrupt practices involving Department members.

It is the policy of the University City Police Department to appropriately investigate and record all complaints and information against Department personnel, regardless of the source of such complaints or information and promptly adjudicate. Investigation of these complaints or information through standardized procedures will demonstrate the Department's desire to provide honest, efficient police service and will inspire public confidence in its personnel and ensure the integrity of the Department and its personnel. The Bureau of Field Operations Commander (Internal Affairs Inspector) will conduct these investigations in an effort to gain a full understanding of the issue and bring it to an appropriate conclusion.

### **Bureau of Investigation (BOI):**

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

- Conducting such criminal investigation 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.
- Providing home and business security audits;
- Assistance with safety concerns and crime statistics for neighborhoods and businesses;

The BOI is co-commanded by two (2) Lieutenants, who report to the Chief of Police and the Inspector. The Lieutenants have supervisory responsibility over the Detectives. The Lieutenants shall have command over:

1. (8) Detectives
  - a. Detective detached to the St. Louis County Multi-Jurisdictional Drug Task Force or a Federal agency here in the St. Louis area.

### **Bureau of Services (BOS)**

The Bureau of Services is under the direct command of a Commander. 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; and
- Maintaining a secure storage space for property and evidence and keeps records to assure the integrity and accessibility of the property and/or evidence.
- Accreditation Coordinator preparing for the accreditation process through the Missouri Police Chiefs Association.



The BOS Commander shall have direct control over:

1. (3) Advanced Clerk Typists
2. (9) Dispatchers
3. (3) Lead Dispatchers
4. (1) Administrative Support Assistant
5. (1) Assistant to the Prosecutor

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 of 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 Accreditation/Certification Manager. This position includes:

- Training of Neighborhood Watch Units and attendance at established Neighborhood Watch Meetings;
- National Night Out Against Crime coordination;
- Providing crime statistics to Neighborhood Watch Units.

### **Accreditation**

Accreditation is a process by which an independent certifying organization will inspect a police department's site, policies, records, and actions to verify compliance with a given set of established standards for conduct. The two agencies generally used in this geographic area are CALEA and the Missouri Police Chiefs Association. UCPD is currently Certified and Accredited under the Missouri Police Chiefs' Association for the next 3+ years.



PERSONNEL SUMMARY

Full-Time

	FY 2019 Authorized	FY 2020 Authorized	FY 2021 Authorized
<b>Police</b>			
<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 Sergeant	6.0	6.0	6.0
Police Officer	66.0	66.0	66.0
Supervisory Dispatcher	3.0	3.0	3.0
Administrative Analyst	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	1.0	1.0	1.0
Advanced Clerk Typist	3.0	3.0	3.0
Assistant to the Prosecutor	1.0	1.0	1.0
Parking Attendant	1.0	1.0	1.0
<i>Police Operations Personnel Total</i>	<u>99.0</u>	<u>99.0</u>	<u>99.0</u>
<b>Police Personnel Total</b>	<u><b>99.0</b></u>	<u><b>99.0</b></u>	<u><b>99.0</b></u>

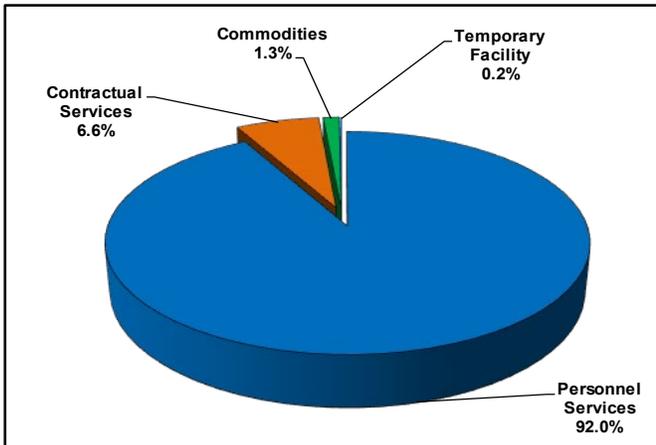
Part-Time

	FY 2019 Authorized	FY 2020 Authorized	FY 2021 Authorized
<b>Police</b>			
<i>Police Operations</i>			
Dispatcher	0.8	1.3	1.3
Parking Attendant	1.6	0.7	0.7
Traffic Escort	1.6	1.6	0.6
<i>Police Operations Part-Time Personnel Total</i>	<u>4.0</u>	<u>2.6</u>	<u>2.7</u>
<b>Police Personnel Total</b>	<u><b>4.0</b></u>	<u><b>2.6</b></u>	<u><b>2.7</b></u>

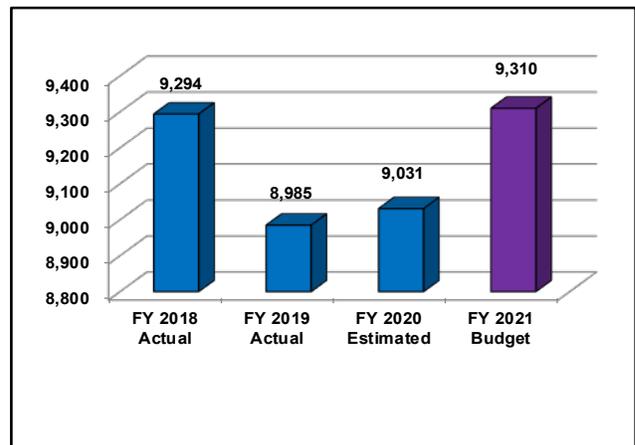
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	% over FY 2020
Personnel Services	7,087,873	7,648,053	8,315,270	8,315,270	8,315,270	8,565,770	3%
Contractual Services	2,117,981	1,223,554	573,748	573,748	573,748	612,907	7%
Commodities	88,522	113,309	111,600	111,600	111,600	116,800	5%
Temporary Facility	-	-	30,444	30,444	30,444	14,700	-52%
<b>Total</b>	<b>9,294,376</b>	<b>8,984,917</b>	<b>9,031,062</b>	<b>9,031,062</b>	<b>9,031,062</b>	<b>9,310,177</b>	<b>3%</b>

**FY 2021 Budget**



**Total Expenditures ('000)**



**GOALS**

**A. Continued Improvement of Services to the Citizens**

This Goal can be accomplished by achieving the following objectives:

1. Develop programs that include education and interdiction strategies, as well as arrest strategies. These programs should reach various groups within the community to include the elderly, the young, the business community, the property owner, and all residents.
2. Continue finding new opportunities for Community Engagement.
3. The department will continue to find new opportunities to engage with our community. We want the people we serve to know and trust their police department. During this year, we will find new ways to communicate and collaborate.
4. Focus on Community Quality of Life.



5. We will focus on ways in which we can improve the quality of life in our community. As examples, our officers will continue to improve the sense of safety while our community shops, assist our homeless population to connect with services, and intervene to stop crimes of violence.
6. UCPD will continue to utilize the free home and business audit for citizens and business within University City. The audit assists citizens in protecting themselves and their property in an effort to reduce victimization.

**B. Continue with an Effective and Fair Evaluation System for the Police Department**

This goal can be accomplished by achieving the following objectives:

1. Bi-annual staff reviews are utilized to ensure personnel are in adherence to the mission statement, goals, and objectives for the department, understanding all policies, programs, and direction of U.C. evaluation system to evaluate personnel on conduct, proficiency, and behavior. These criteria are established by selecting outstanding officers to develop conduct proficiency, and behavior standards for the department.
2. Focus on employee Wellness and Development
  - a. Employees should find satisfaction, enjoyment, growth and health in their work. This year, we will create more opportunities in each of these categories. We will focus on employee training, opportunity and fitness.

**C. Reduce Exposure to Liability**

This goal can be accomplished by achieving the following objectives:

1. Continue with the mandated accreditation process with the Missouri Police Chiefs Association.
2. Review and update the pursuit and emergency driving policies.
3. Continue development of a training program for officers that assure that firearms qualifications, emergency driving, self-defense, first aid, department policy review, emergency fire suppression techniques, arrest, detention, stops, searches and seizures, and reviews of interview and interrogation techniques are taught and reviewed yearly.
4. Develop and implement an individual training and development program for each officer.

**D. Reinforce Communication and Collaboration**

This goal can be accomplished by achieving the following objectives:

1. Our agency works best when we share the same vision and innovate when the policing environment demands it. In particular, we will focus on bringing ideas forward in the organization and sharing the decision making.
2. Embrace Emerging (and Existing) Technology

The current state of technology allows for greater flexibility and freedom from traditional workspaces. This year, the department will focus on ways to enable officers to work from their location of choice, improve our ability to connect with community members, and increase our department's accountability.



**E. Increase Amount of Revenue Generated by UCPD through Grants**

This goal can be accomplished by achieving the following objectives:

1. Finding corporate sponsors for crime prevention and substance abuse programs.
2. Apply for applicable federal government, state government, local government, and private grants.

**Fiscal Year 2020 Performance Summary**

- Hired (14) new UCPD employees.
- Promotion of (1) Patrol Sergeant.
- Added two (2) new neighborhood watch units to the existing thirty-eight (38).
- Conducted (35) security audits of residences and businesses.
- Added 8 new members to the University City Focus Group.
- UCPD conducted two (2) University City Police Department Hiring Events.
- Graduated six (6) recruits from the St. Louis County Municipal Police Academy.
- X-Mas Gift Giveaway to children and their families in University City.
- UCPD hosted one (1) class of the University City Citizens Police Academy.
- UCPD hosted School Resource Officer event “Pizza with the Police”.
- University City Police Department Employee of the Month continued.
- Added 1 new School Resource Officer.
- Female Officer Support Group entitled “Ladies Encouraging Others”, prom sponsorship of (2) students.
- Crime Prevention material was provided to the following:
  - Participants at safety meetings, training sessions, and security audits.
  - Attendees of the annual National Crime Night Out Against Crime/Back to School Rally Event, Fair U. City, and Washington University.
  - Participants at Focus Group Meetings.
  - Residents of University City.
- Continued implementation of security camera project as well as RING Neighbors Network.
- Participated with the University City School District and the Police Athletics League Summer program.
- Continued Active Shooter Training &/ MACTAC Training with police personnel at University City High School & Brittany Woods Middle School.
- Enhancement of University City Police UAS (Drone) Program.
- Continued training of departmental personnel:
  - Computer aided automated records and report writing system.
  - Uniformed Crime Reporting System.
  - Missouri Incident Based Reporting.



<b>Department</b>	Police
<b>Program</b>	Police Operations

<b>Fund</b>	General
<b>Account Number</b>	01-30-20

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	5,220,783	5,622,259	6,340,000	6,340,000	6,340,000	6,676,765	5%
5220 Injury Leave	(4,630)	(330)	-	-	-	-	0%
5230 Injury Leave - Taxable	1,818	3,877	-	-	-	-	0%
5340 Salaries - Part-Time & Temp	71,827	44,965	72,000	72,000	72,000	-	-100%
5380 Overtime	509,670	551,712	500,000	500,000	500,000	500,000	0%
5420 Workers Compensation	192,170	393,098	266,300	266,300	266,300	261,425	-2%
5460 Medical Insurance	813,059	758,603	848,000	848,000	848,000	844,945	0%
5620 Educational Incentive Pay	-	-	-	-	-	-	0%
5660 Social Security Contributions	59,778	64,561	62,700	62,700	62,700	56,955	-9%
5700 Clothing Allowance	3,485	3,277	6,000	6,000	6,000	-	-100%
5740 Pension Contribution Nonunif.	126,000	111,306	112,370	112,370	112,370	128,865	15%
5745 Pension Contribution P&F	-	-	-	-	-	-	0%
5780 Residency Allowance	14,786	10,965	15,000	15,000	15,000	-	-100%
5860 Unemployment	855	-	-	-	-	-	0%
5900 Medicare	78,272	83,758	92,900	92,900	92,900	96,815	4%
<b>Sub-Total Personnel Services</b>	<b>7,087,873</b>	<b>7,648,053</b>	<b>8,315,270</b>	<b>8,315,270</b>	<b>8,315,270</b>	<b>8,565,770</b>	<b>3%</b>
<b>Contractual Services</b>							
6010 Professional Services	19,667	37,723	21,950	21,950	21,950	24,365	11%
6030 Medical Service	1,253	3,323	3,000	3,000	3,000	3,000	0%
6050 Maintenance Contracts	51,116	40,860	74,023	74,023	74,023	74,023	0%
6110 Mileage Reimbursement	111	-	-	-	-	-	0%
6120 Professional Development	3,466	2,181	3,500	3,500	3,500	3,800	9%
6130 Advertising & Public Notices	84	830	500	500	500	500	0%
6150 Printing Services	4,410	6,039	6,500	6,500	6,500	6,500	0%
6160 Insurance-Property & Auto	-	11,523	11,633	11,633	11,633	14,980	29%
6170 Insurance - Liability	13,000	17,017	13,390	13,390	13,390	19,570	46%
6190 Insurance - Miscellaneous	-	243	384	384	384	280	-27%
6230 Insurance - Police Liability	28,800	33,344	29,664	29,664	29,664	38,346	29%
6260 Electricity	25,586	36,092	30,000	30,000	30,000	39,540	32%
6270 Telephone & Pagers	15,535	14,404	18,000	18,000	18,000	18,000	0%
6280 Water	2,778	1,795	2,761	2,761	2,761	2,534	-8%
6290 Sewer	1,051	935	875	875	875	3,395	288%
6380 Equipment Maintenance	4,143	3,758	3,000	3,000	3,000	3,000	0%
6390 Radio Equipment Maintenance	19,436	-	-	-	-	-	0%
6400 Office Equipment Maintenance	42,488	45,306	45,000	45,000	45,000	45,000	0%
6530 Fleet Service & Replacement <sup>1</sup>	454,816	351,008	-	-	-	-	0%
6545 Property Rental	1,262,041	432,048	138,000	138,000	138,000	138,000	0%
6560 Technology Services	135,830	137,318	130,000	130,000	130,000	133,338	3%
6570 Miscellaneous Rentals	1,140	1,975	2,000	2,000	2,000	2,000	0%
6600 Tuition Reimbursement	2,250	1,500	3,028	3,028	3,028	4,931	63%
6610 Staff Training	21,170	26,136	26,040	26,040	26,040	27,305	5%
6650 Membership & Certification	2,250	2,306	3,000	3,000	3,000	3,000	0%
6680 Subdivision Fees & Taxes	2,409	12,872	3,500	3,500	3,500	3,500	0%
6700 Misc. Operating Services	2,072	928	1,500	1,500	1,500	1,500	0%
6780 Investigation Expenses	1,081	2,092	2,500	2,500	2,500	2,500	0%
<b>Sub-Total Contractual Services</b>	<b>2,117,981</b>	<b>1,223,554</b>	<b>573,748</b>	<b>573,748</b>	<b>573,748</b>	<b>612,907</b>	<b>7%</b>
<b>Commodities</b>							
7001 Office Supplies	7,948	7,267	10,000	10,000	10,000	10,000	0%
7050 Publications	132	842	1,500	1,500	1,500	1,500	0%
7090 Office & Computer Equip.	3,835	9,237	10,500	10,500	10,500	10,500	0%
7210 Chemicals	697	25	600	600	600	600	0%
7330 Food	7,263	8,450	8,000	8,000	8,000	8,000	0%
7370 Institutional Supplies	7,751	5,812	3,000	3,000	3,000	5,000	67%
7410 License Plates & Badges	749	1,588	3,000	3,000	3,000	3,000	0%
7450 Photographic Supplies	-	-	1,000	1,000	1,000	1,000	0%
7490 Building Materials	1,807	1,331	1,500	1,500	1,500	1,500	0%
7530 Medical Supplies	2,365	2,269	1,500	1,500	1,500	2,500	67%
7570 Hardware & Hand Tools	26,445	33,021	30,000	30,000	30,000	30,000	0%
7610 Fuel, Oil & Lubricants	996	-	-	-	-	-	0%
7770 Uniforms & Safety Gear	27,895	42,695	40,000	40,000	40,000	42,000	5%
7810 Sign Supplies	-	-	-	-	-	-	0%
7850 Awards & Gifts	639	774	1,000	1,000	1,000	1,200	20%
<b>Sub-Total Commodities</b>	<b>88,522</b>	<b>113,309</b>	<b>111,600</b>	<b>111,600</b>	<b>111,600</b>	<b>116,800</b>	<b>5%</b>
<b>Total</b>	<b>9,294,376</b>	<b>8,984,917</b>	<b>9,000,618</b>	<b>9,000,618</b>	<b>9,000,618</b>	<b>9,295,477</b>	<b>3%</b>



<b>Department</b>	Police
<b>Program</b>	Police Temporary Facility

<b>Fund</b>	General
<b>Account Number</b>	01-30-21

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	% over FY 2020
<b>Contractual Services</b>							
6050 Maintenance Contracts	(22,784)	-	3,392	3,392	3,392	-	-100%
6160 Insurance-Property & Auto	11,294	-	27,052	27,052	27,052	14,700	-46%
<b>Sub-Total Contractual Services</b>	<b>(11,490)</b>	<b>-</b>	<b>30,444</b>	<b>30,444</b>	<b>30,444</b>	<b>14,700</b>	<b>-52%</b>
<b>Total</b>	<b>(11,490)</b>	<b>-</b>	<b>30,444</b>	<b>30,444</b>	<b>30,444</b>	<b>14,700</b>	<b>-52%</b>



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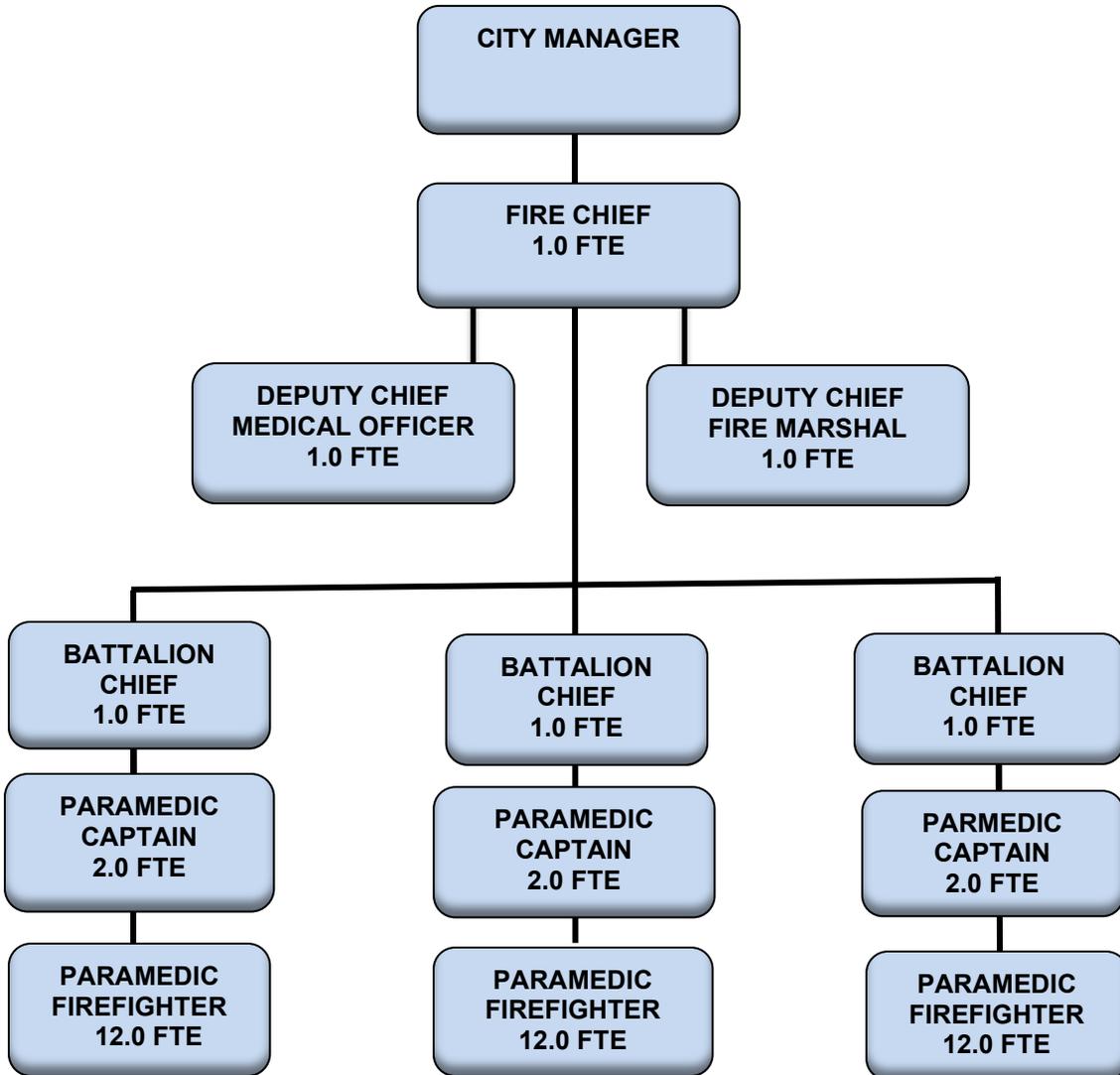


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# FIRE DEPARTMENT





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, natural or man-made disasters, and provides Emergency Medical Services and transportation. 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.

**Slogan**

“Let’s Roll!” We are dedicated professional firefighter/paramedics striving to eliminate the loss of life and property due to fire, accidents, and disasters, whether man-made or natural.

**Capability**

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.

By staffing and maintaining the fire apparatus, emergency medical and firefighting equipment, the department members are equipped with the tools, competency, and skills necessary to provide the citizens and visitors to the community with a high level of emergency services expected of a high-quality department.

Many of the firefighters further the basic fire and safety training by attending advanced level training and certifications such as rescue technicians, hazard material Technicians, Instructors, Investigators, and Inspectors. All of which provide the citizens with a high level of service. We are proud to be able to incorporate these specializations into the daily safety of the community.

**Objective**

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 community we serve.

The Fire Department protects the citizens and property of University City against the hazards of fire, natural and man-made disasters, as well as provides Emergency Medical Service response. Planning, developing, and implementing the procedures, practices, and guidelines outlining safety and welfare concerns of the citizens is our top priority.



## **Department Goals**

Encourage further Missouri Division of Fire Safety certification's in areas of interest or necessity (for promotion) of fire department employees. Examples are Fire Instructor, Officer I or II, Inspector, Investigator, Technical Rescue, Driver/Operator, and Hazardous Materials Technician. These certifications will prove have a positive impact on not only the department itself, but to the community.

EMS service provided by the firefighter/paramedics of the department to ensure high quality care given to all citizens and visitors to our community.

Fire Marshal position to greater ensure the safety of the citizens as well as the firefighters, through public education, pre plan development and a greatly enhanced safety inspection program.

## **Fire Prevention**

While fire departments are known for the obvious, fighting fires, the University City Fire Department also conducts fire prevention activities throughout the year, with the intent of preventing fires before they start.

In addition to the safety and fire prevention talks performed at each school, public and private, during *Fire Prevention Week*, conducting fire safety talks, fire evacuation drills, and fire extinguisher classes for several businesses and multi-resident buildings within the City is routine for the fire crews.

The free smoke detector program for City residents, established several years ago, provides for the installation of smoke detectors, as well as replacement batteries at no costs to City residents and has become a very popular and effective fire prevention tactic. Working smoke detectors in residential occupancies has proven, world-wide, to alert occupants to the presence of a dangerous condition which may have gone undetected without such devices. We are now a partner with Red Cross to provide ten-year battery life smoke detectors as well as modified (bed shaker) smoke detectors used for the hearing impaired. Along with installing these detectors, the fire department is evaluating the residence and designing an escape (fire) plan for these homes.

## **Community Involvement**

The Fire Department participates in numerous ongoing public relations events throughout the year. Among these are the serious CPR and First Aid classes, evacuation drills, safety talks to a multitude of community groups and an EMT class taught as part of the high school curriculum.

The firefighters also have the honor and privilege of more lighthearted events throughout the year such as leading a number of parades, attending block parties and children's birthday parties, as well as other community events in which the public is given the opportunity to interact, ask questions to the paramedics and firefighters, and view the tools and equipment used daily.



**PERSONNEL SUMMARY**

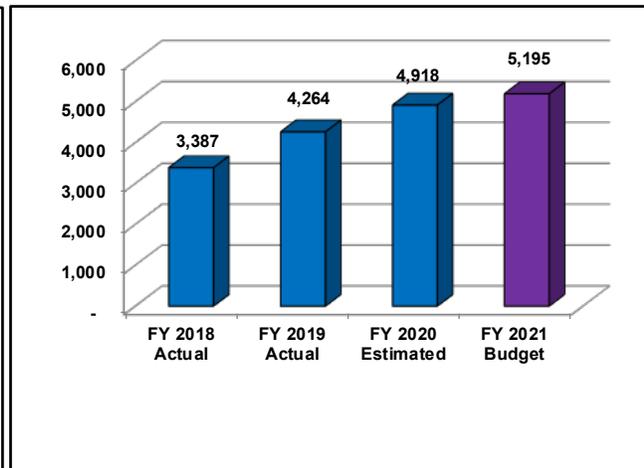
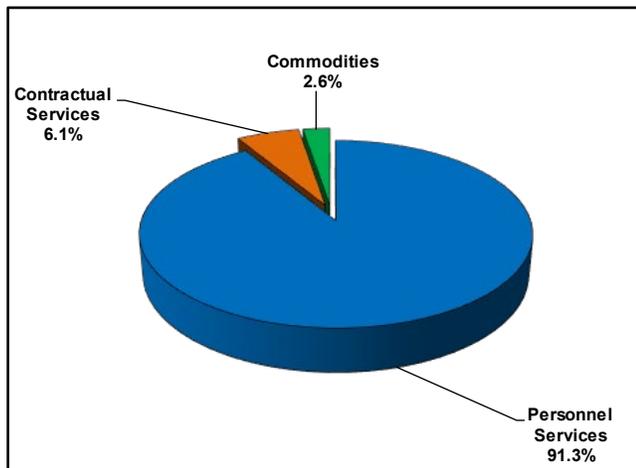
	FY 2019 Authorized	FY 2020 Authorized	FY 2021 Authorized
<b>Fire Fire Operations</b>			
Fire Chief	1.0	1.0	1.0
Deputy Chief/ Medical Officer	-	-	1.0
Deputy Chief/ Fire Marshal	1.0	1.0	1.0
Battalion Chief	3.0	3.0	3.0
Paramedic Fire Captain	6.0	6.0	6.0
Paramedic Firefighter	24.0	37.0	36.0
Executive Secretary to Chief	-	-	-
<b>Fire Personnel Total</b>	<b>35.0</b>	<b>48.0</b>	<b>48.0</b>

**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Personnel Services	2,871,384	3,739,360	4,333,250	4,333,250	4,333,250	4,744,278	9%
Contractual Services	378,161	397,010	286,694	286,694	286,694	315,265	10%
Commodities	107,029	113,564	158,305	158,305	158,305	135,524	-14%
Capital Outlay	30,135	14,301	139,600	139,600	139,600	-	-100%
<b>Total</b>	<b>3,386,709</b>	<b>4,264,234</b>	<b>4,917,849</b>	<b>4,917,849</b>	<b>4,917,849</b>	<b>5,195,067</b>	<b>6%</b>

**FY 2021 Budget**

**Total Expenditures ('000)**





**SIGNIFICANT CHANGES IN FY 2021 BUDGET**

1. The Department restructured the Office Staff to enhance operations. A Fire Marshal was added to be able to assist the City with new and rehab construction, to ensure the construction meet the most current fire and life safety codes. He assists the developers in designing buildings to be ensure they are not only safe for citizens, but for first responders who enter in an emergency. The Fire Marshal is also responsible for assisting in designing programs on the Fire side to train firefighters and citizens in mitigating emergency situations.
  
2. The Department also added a Chief Medical Officer that oversees the EMS side of the service. He is responsible for the constant required training of the Paramedics. Working with the local hospitals to write protocol and training for citizens in CPR, First Aid, Stop the bleed training, etc. He is also the lead instructor in the EMT program that is taught at the firehouse as part of the high school curriculum, where students receive dual college and high school credit.

These are just a few of the duties that these 2 restructured positions are responsible for. While they are already making an impact, in time they will make a huge impact on the community.

**MOBILE EQUIPMENT**

Quantity	Year	Make	Model	Description	Replacement Schedule in Years
1	2016	Chevrolet	Suburba	Command Vehicle	8
1	2020	Dodge	Pickup	Chief/Command	8
1	2015	Chevrolet	Suburba	Chief Med Officer	8
1	2014	Chevrolet	Tahoe	Fire Marshal Rescue	5
1	2014	Sutphen	SL75	Ladder Platform	15
1	2007	Sutphen	SP 95	Ladder ALS	15
1	2019	Freightliner	Osage	Ambulance ALS	8
1	2009	Chevrolet	MedTech	Ambulance Utility Pick-up	8
1	2018	Chevrolet	2500	Truck ALS	10
1	2019	Freightliner	Osage	Ambulance 1500 GPM	8
1	1999	Saulsbury	Spartan	Rescue Pumper	10 10
1	2013	Kubota	UTV	Mobile Medical Unit	15



**PERFORMANCE MEASUREMENTS**

	FY 2019 Actual	FY 2020 Estimated	FY 2021 Projected
<b>Fires:</b>			
Residential	60	29	40
Commercial	17	15	10
Vehicle	10	6	18
Rubbish	3	10	8
Outside, Other	6	8	8
Natural Vegetation	8	2	2
All other fires	32	35	47
<b>Total Fires</b>	<b>136</b>	<b>135</b>	<b>133</b>
<b>Classification of All Fire Calls:</b>			
Fires	136	135	133
Rescue & Emergency Medical Assist	647	478	850
Hazardous Conditions (no fire)	125	125	150
All Other Responses	482	539	539
False Alarms & False Calls	307	294	294
Assist to Other Departments	100	132	164
Assist from Other Departments	94	145	172
<b>Total Classification of All Fire Calls</b>	<b>1,891</b>	<b>1,848</b>	<b>2,302</b>
<b>Fire with Estimated Dollar Loss:</b>			
Fire/Explosion	\$ -	\$ -	\$ -
Structure Fire	268,613	181,300	300,300
Outside of Structure Fire	200	24,550	30,550
Vehicle Fire	23,500	47,500	33,500
Natural Vegetation	-	-	-
Rubbish	-	-	-
Cooking	-	17,800	25,800
Fire, Other	20,100	6,750	7,750
<b>Total Estimated Loss Value</b>	<b>\$ 312,413</b>	<b>\$ 277,900</b>	<b>\$ 397,900</b>



Department	Fire
Program	Fire Operations

Fund	General
Account Number	01-35-25

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2019
<b>Personnel Services</b>							
5001 Salaries - Full-Time	2,307,963	2,841,871	3,474,800	3,474,800	3,474,800	3,766,170	8%
5022 Education Leave	2,016	1,771	-	-	-	-	0%
5220 Injury Leave	3,486	1,008	-	-	-	-	0%
5340 Salaries - Part-Time & Temp	-	-	29,750	29,750	29,750	30,940	4%
5380 Overtime	79,724	106,726	50,000	50,000	50,000	200,000	300%
5420 Workers Compensation	162,187	389,300	251,400	251,400	251,400	246,755	-2%
5460 Medical Insurance	269,965	340,629	454,000	454,000	454,000	414,635	-9%
5660 Social Security Contributions	-	1,880	1,900	1,900	1,900	1,918	1%
5700 Clothing Allowance	11,677	15,378	20,400	20,400	20,400	28,800	41%
5860 Unemployment	1,482	-	-	-	-	-	0%
5900 Medicare	32,884	40,796	51,000	51,000	51,000	55,060	8%
<b>Sub-Total Personnel Services</b>	<b>2,871,384</b>	<b>3,739,360</b>	<b>4,333,250</b>	<b>4,333,250</b>	<b>4,333,250</b>	<b>4,744,278</b>	<b>9%</b>
<b>Contractual Services</b>							
6010 Professional Services	9,322	17,640	31,540	31,540	31,540	32,690	4%
6011 Settlement	55,220	-	-	-	-	-	0%
6030 Medical Service	13,742	539	300	300	300	300	0%
6040 Events & Receptions	-	410	1,000	1,000	1,000	1,000	0%
6050 Maintenance Contract	-	15,863	24,839	24,839	24,839	75,421	204%
6120 Professional Development	595	6,529	6,960	6,960	6,960	7,900	14%
6150 Printing Services	758	515	650	650	650	600	-8%
6160 Insurance - Property & Auto	50,200	34,987	51,700	51,700	51,700	45,500	-12%
6170 Insurance - Liability	4,800	5,932	4,944	4,944	4,944	6,822	38%
6210 Insurance - Flood	1,225	1,243	1,262	1,262	1,262	1,500	19%
6250 Natural Gas	4,713	5,717	6,000	6,000	6,000	6,000	0%
6260 Electricity	53,970	41,340	65,000	65,000	65,000	55,000	-15%
6270 Telephone & Pagers	14,720	10,854	15,079	15,079	15,079	11,560	-23%
6280 Water	3,132	4,003	3,000	3,000	3,000	4,080	36%
6290 Sewer	2,015	2,335	1,300	1,300	1,300	1,800	38%
6360 Building Maintenance	27,330	13,023	15,000	15,000	15,000	15,000	0%
6380 Equipment Maintenance	15,859	19,589	19,000	19,000	19,000	16,500	-13%
6400 Office Equipment Maintenance	267	625	3,000	3,000	3,000	3,000	0%
6530 Fleet Service & Replacement	82,159	63,321	-	-	-	-	0%
6545 Property Rental	-	114,411	-	-	-	-	0%
6560 Technology Services	4,147	6,334	5,900	5,900	5,900	10,500	78%
6600 Tuition Reimbursement	3,668	224	6,000	6,000	6,000	6,000	0%
6610 Staff Training	22,201	26,877	17,590	17,590	17,590	6,400	-64%
6640 Exterminations	508	578	630	630	630	609	-3%
6650 Membership & Certification	6,276	3,308	4,000	4,000	4,000	5,083	27%
6700 Misc. Operating Services	1,334	815	2,000	2,000	2,000	2,000	0%
<b>Sub-Total Contractual Services</b>	<b>378,161</b>	<b>397,010</b>	<b>286,694</b>	<b>286,694</b>	<b>286,694</b>	<b>315,265</b>	<b>10%</b>
<b>Commodities</b>							
7001 Office Supplies	1,093	1,075	1,000	1,000	1,000	1,000	0%
7050 Publications	5,873	4,875	9,420	9,420	9,420	9,867	5%
7090 Office & Computer Equip.	4,468	1,926	2,500	2,500	2,500	2,500	0%
7210 Chemicals	3,316	6,655	7,000	7,000	7,000	7,000	0%
7330 Food	982	472	1,000	1,000	1,000	1,000	0%
7370 Institutional Supplies	10,034	9,735	27,260	27,260	27,260	10,800	-60%
7410 License Plates & Badges	670	-	-	-	-	-	0%
7450 Photographic Supplies	27,201	-	1,000	1,000	1,000	500	-50%
7530 Medical Supplies	22,937	36,498	36,000	36,000	36,000	66,000	83%
7570 Hardware & Hand Tools	30,110	13,402	40,225	40,225	40,225	15,257	-62%
7770 Uniforms & Safety Gear	-	38,926	31,900	31,900	31,900	20,600	-35%
7850 Awards & Gifts	347	-	1,000	1,000	1,000	1,000	0%
<b>Sub-Total Commodities</b>	<b>107,029</b>	<b>113,564</b>	<b>158,305</b>	<b>158,305</b>	<b>158,305</b>	<b>135,524</b>	<b>-14%</b>
<b>Capital Outlay</b>							
8140 Software Systems	-	14,301	-	-	-	-	-
8200 Vehicles & Equipment	30,135	-	139,600	139,600	139,600	-	-100%
<b>Sub-Total Capital Outlay</b>	<b>30,135</b>	<b>14,301</b>	<b>139,600</b>	<b>139,600</b>	<b>139,600</b>	<b>-</b>	<b>-100%</b>
<b>Total</b>	<b>3,386,709</b>	<b>4,264,234</b>	<b>4,917,849</b>	<b>4,917,849</b>	<b>4,917,849</b>	<b>5,195,067</b>	<b>6%</b>



## POLICE AND FIRE

### PUBLIC SAFETY SALES TAX FUND

In 2017, a one-half cent public safety sales tax was approved by St. Louis County voters. In FY 2018, this sales tax is recorded in the General Fund. In FY 2019, the City created a new special revenue fund and records the sales tax revenue to this fund.

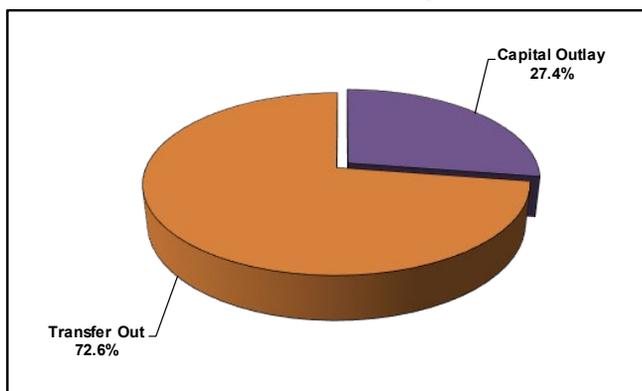
### PERSONNEL SUMMARY

	FY 2019 Authorized	FY 2020 Authorized	FY 2021 Authorized
Human Resources			
Human Resources Director	0.5	0.5	0.0
Police			
Victim Advocate	1.0	1.0	0.0
<b>Public Safety Sales Tax Personnel Total</b>	<b>1.5</b>	<b>1.5</b>	<b>0.0</b>

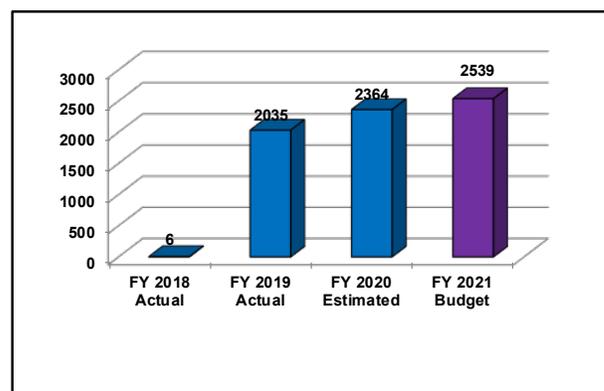
### BUDGET EXPENDITURES

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Personnel Services	5,811	27,000	68,070	68,070	68,070	-	-100%
Contractual Services	-	190,519	-	-	-	-	0%
Commodities	-	50,013	-	-	-	-	0%
Capital Outlay	-	1,389,356	616,000	616,000	616,000	695,715	13%
Other	-	78,098	-	-	-	-	0%
Transfer Out	-	300,000	1,679,700	1,679,700	1,679,700	1,842,795	10%
<b>Total</b>	<b>5,811</b>	<b>2,034,986</b>	<b>2,363,770</b>	<b>2,363,770</b>	<b>2,363,770</b>	<b>2,538,510</b>	<b>7%</b>

FY 2021 Budget



Total Expenditures





Department	Human Resources
Program	Human Resources

Fund	Public Safety
Account Number	15-14-07

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salries- Full Time	-	24,162	53,900	53,900	53,900	-	-100%
5420 Workers Compensations	-	81	130	130	130	-	-100%
5460 Medical Insurance	-	1,095	3,400	3,400	3,400	-	-100%
5660 Social Security Contributions	-	1,358	3,400	3,400	3,400	-	-100%
5740 Pension Contribution Nonunif	-	-	6,450	6,450	6,450	-	-100%
5900 Medicare	-	304	790	790	790	-	-100%
<b>Sub-Total Personnel Services</b>	-	<b>27,000</b>	<b>68,070</b>	<b>68,070</b>	<b>68,070</b>	-	<b>-100%</b>
<b>Total</b>	-	<b>27,000</b>	<b>68,070</b>	<b>68,070</b>	<b>68,070</b>	-	<b>-100%</b>



Department	Police
Program	Police Operations

Fund	Public Safety
Account Number	15-30-20

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Other</b>							
9201 Interfund Loan - Interest	-	78,098	-	-	-	-	0%
<b>Sub-Total Other</b>	-	78,098	-	-	-	-	<b>0%</b>
<b>Total</b>	-	<b>78,098</b>	-	-	-	-	<b>0%</b>



Department	Police
Program	Capital Improvement

Fund	Public Safety
Account Number	15-30-90

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5380 Overtime	5,811	-	-	-	-	-	0%
<b>Sub-Total Personnel Services</b>	<b>5,811</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Contractual Services</b>							
6010 Professional Services	-	127,400	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	<b>-</b>	<b>127,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Capital Outlay</b>							
8000 Building	-	-	-	-	-	-	0%
8100 Misc Improvements	-	-	75,000	75,000	75,000	-	-100%
8120 Computer Equipment	-	162,875	106,000	106,000	106,000	-	-100%
8200 Vehicles & Equipment	-	-	185,000	185,000	185,000	200,000	8%
8270 Land Purchase	-	858,983	-	-	-	-	0%
<b>Sub-Total Capital Outlay</b>	<b>-</b>	<b>1,021,858</b>	<b>366,000</b>	<b>366,000</b>	<b>366,000</b>	<b>200,000</b>	<b>-45%</b>
<b>Other</b>							
9950 Transfer Out	-	300,000	1,679,700	1,679,700	1,679,700	1,243,495	-26%
<b>Sub-Total Other</b>	<b>-</b>	<b>300,000</b>	<b>1,679,700</b>	<b>1,679,700</b>	<b>1,679,700</b>	<b>1,243,495</b>	<b>-26%</b>
<b>Total</b>	<b>5,811</b>	<b>1,449,258</b>	<b>2,045,700</b>	<b>2,045,700</b>	<b>2,045,700</b>	<b>1,443,495</b>	<b>-29%</b>



Department	Fire
Program	Fire Operations

Fund	Public Safety
Account Number	15-35-25

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Contractual Services</b>							
6010 Professional Services	-	21,119	-	-	-	-	0%
6610 Staff Training	-	12,000	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	-	<b>33,119</b>	-	-	-	-	<b>0%</b>
<b>Commodities</b>							
7370 Institutional Supplies	-	2,792	-	-	-	-	0%
7770 Uniforms & Safety Gear	-	47,221	-	-	-	-	0%
<b>Sub-Total Commodities</b>	-	<b>50,013</b>	-	-	-	-	<b>0%</b>
<b>Total</b>	-	<b>83,132</b>	-	-	-	-	<b>0%</b>

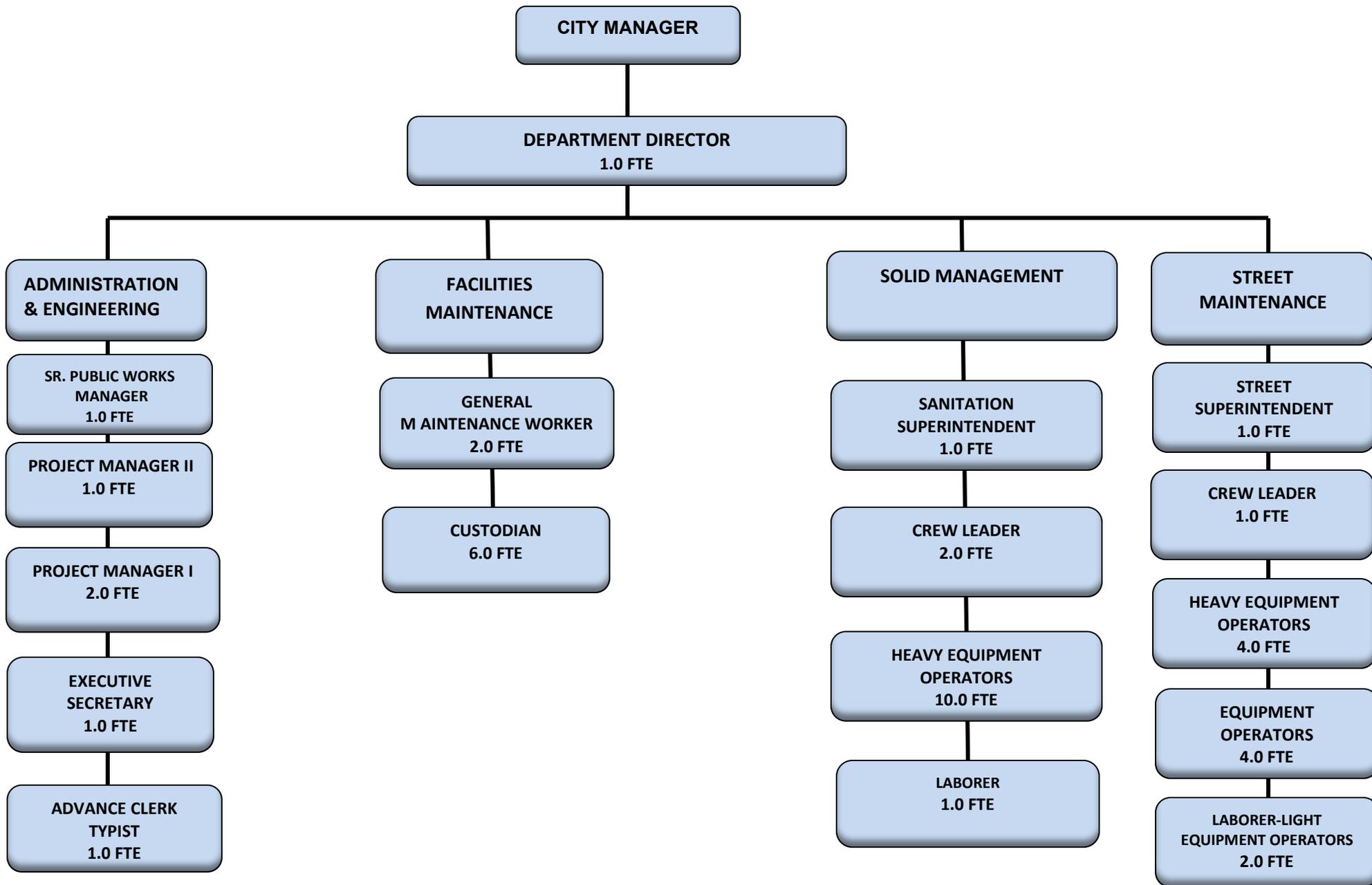


Department	Fire
Program	Capital Improvement

Fund	Public Safety
Account Number	15-35-90

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Contractual Services</b>							
6010 Professional Services	-	30,000	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	-	<b>30,000</b>	-	-	-	-	
<b>Capital Outlay</b>							
8000 Building	-	-	-	-	-	-	0%
8001 Building Improvements	-	-	-	-	-	-	0%
8100 Misc. Improvements	-	85,980	-	-	-	-	0%
8120 Computer Equipment	-	31,308	-	-	-	-	0%
8180 Office Furniture & Equip	-	-	-	-	-	-	0%
8200 Vehicles & Equipment	-	250,210	250,000	250,000	250,000	495,715	98%
8260 Grant Expense	-	-	-	-	-	-	0%
<b>Sub-Total Capital Outlay</b>	-	<b>367,498</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>495,715</b>	<b>98%</b>
<b>Other</b>							
9950 Transfer Out	-	-	-	-	-	599,300	100%
<b>Sub-Total Other</b>	-	-	-	-	-	<b>599,300</b>	<b>100%</b>
<b>Total</b>	-	<b>397,498</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>1,095,015</b>	<b>338%</b>

# PUBLIC WORKS





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

**Mission Statement**

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

The Department is organized into four divisions:

1. Administration & Engineering
2. Streets Maintenance
3. Facilities Maintenance
4. Solid Waste Management

Many traditional city services are provided by the Public Works Department. These services include: design, construction management, permits and inspections, snow and ice control, leaf collection, street maintenance, street lighting and traffic control, solid waste and recycling services, and maintenance of city facilities.

The major infrastructure facilities and properties include:

- 81 centerline miles of streets
- 7 miles of alleys
- 24 bridges
- 4 parking lots
- 5 miles of bike trails
- 115 miles of sidewalks
- 513 city-owned street lights
- 5,400 regulatory/street name signs
- 8 traffic signals
- 1 community center
- 1 recreation facility including gymnasium
- 1 indoor soccer field
- 1 pool house
- 1 police temporary station
- 2 fire engine houses
- 1 golf pro shop
- 1 golf maintenance building
- 1 fleet shop
- 1 solid waste transfer station
- 1 municipal operations building
- 1 park maintenance building
- 1 sign shop
- 1 city hall
- 1 Trinity Building
- 1 City Hall and Annex



PERSONNEL SUMMARY

<b>Full-Time Personnel Summary by Department/Program</b>	<b>FY 2019 Authorized</b>	<b>FY 2020 Authorized</b>	<b>FY 2021 Authorized</b>
<b>Public Works Department</b>			
<i>Administration &amp; Engineering</i>			
Director of Public Works	1.0	1.0	1.0
Senior Public Works Manager	1.0	1.0	1.0
Project Manager II	2.0	1.0	1.0
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 &amp; Engineering Personnel Total</i>	<b>8.0</b>	<b>7.0</b>	<b>7.0</b>
<i>Streets Maintenance</i>			
Streets Superintendent	1.0	1.0	1.0
Crew Leader	2.0	1.0	1.0
Heavy Equipment Operator	3.0	4.0	3.0
Equipment Operator	4.0	4.0	4.0
Laborer/Light Equipment Operator	2.0	2.0	0.0
<i>Streets Maintenance Personnel Total</i>	<b>12.0</b>	<b>12.0</b>	<b>9.0</b>
<i>Fleet Maintenance</i>			
Fleet Manager	1.0	-	-
Lead Mechanic	6.0	-	-
Mechanic	2.0	-	-
<i>Fleet Maintenance Personnel Total</i>	<b>6.0</b>	<b>-</b>	<b>-</b>
<i>Facilities Maintenance</i>			
Facilities Maintenance Supervisor	1.0	-	0.0
Custodian	6.0	6.0	4.0
General Maintenance Worker	2.0	2.0	2.0
<i>Facilities Maintenance Personnel Total</i>	<b>9.0</b>	<b>8.0</b>	<b>6.0</b>
<i>Solid Waste Management</i>			
Sanitation Superintendent	1.0	1.0	1.0
Crew Leader	2.0	2.0	2.0
Heavy Equipment Operator	10.0	10.0	10.0
Laborer	1.0	1.0	1.0
<i>Solid Waste Management Personnel Total</i>	<b>14.0</b>	<b>14.0</b>	<b>14.0</b>
<b>Public Works Department Personnel Total</b>	<b>49.0</b>	<b>41.0</b>	<b>36.0</b>

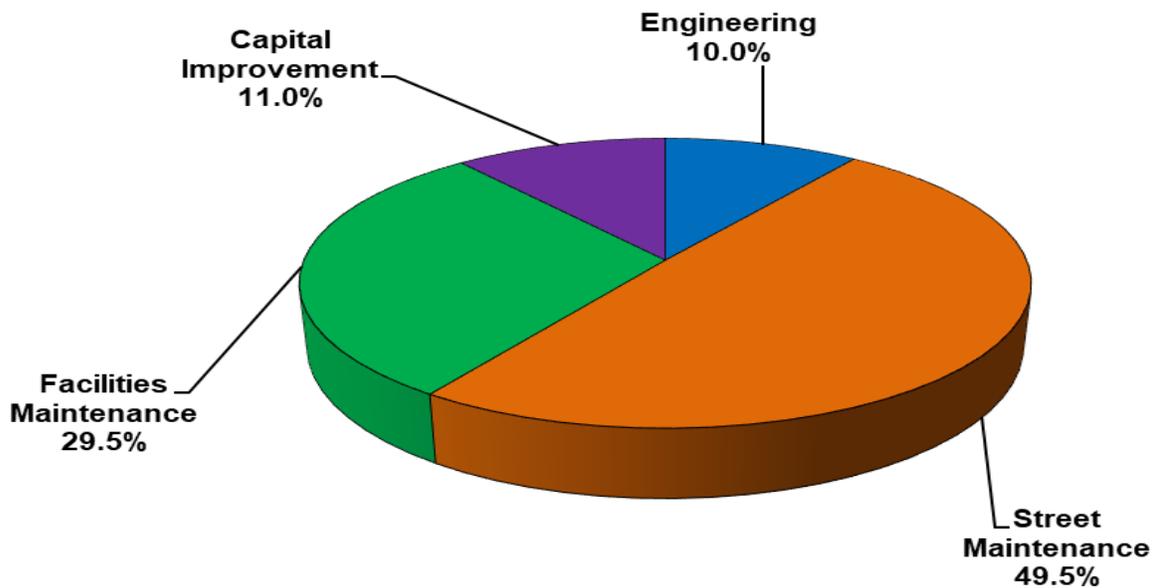


<b>Part-Time Personnel Summary by Department/Program</b>	<b>FY 2019 Authorized</b>	<b>FY 2020 Authorized</b>	<b>FY 2021 Authorized</b>
<b>Public Works Department</b>			
<i>Administration &amp; Engineering</i>			
Advance Clerk Typist	0.5	0.7	-
Public Works Inspector	0.5	0.7	-
<i>Administration &amp; Engineering Personnel Total</i>	1.0	1.4	-
<i>Streets Maintenance</i>			
Streets Laborer	-	0.7	-
<i>Streets Maintenance Personnel Total</i>	-	0.7	-
<i>Facilities Maintenance</i>			
Custodian	0.7	1.4	-
<i>Facilities Maintenance Personnel Total</i>	0.7	1.4	-
<i>Solid Waste Management</i>			
Laborer	1.8	2.8	-
<i>Solid Waste Management Personnel Total</i>	1.8	2.8	-
<b>Public Work Department Personnel Total</b>	<b>3.5</b>	<b>6.3</b>	-



**PROGRAM AS A PERCENTAGE OF DEPARTMENT BUDGET (General Fund)**

Program	Personnel	Contractual	Commodities	Capital Outlay	Total
Engineering	214,731	54,939	5,585	-	275,255
Street Maintenance	511,793	692,091	112,095	43,600	1,359,579
Facilities Maintenance	392,869	312,000	101,500	3,000	809,369
Capital Improvement	-	-	-	300,000	300,000
<b>Total</b>	<b>1,119,393</b>	<b>1,059,030</b>	<b>219,180</b>	<b>46,600</b>	<b>2,744,203</b>





**ADMINISTRATION & ENGINEERING**

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

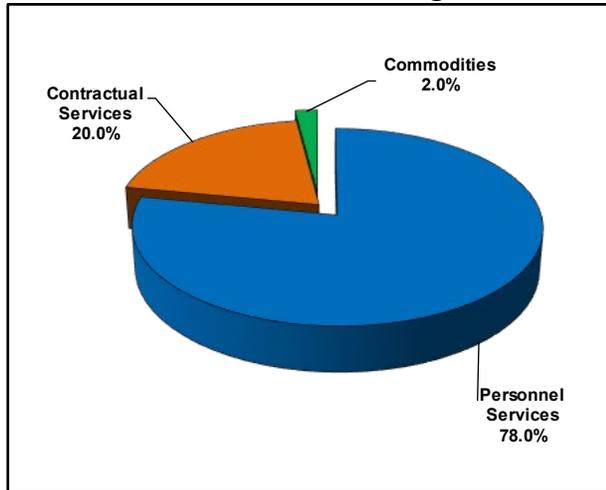
Administration manages functions such as human resources, approval of purchases and procurements, priority of work, annual goal setting, overall strategic planning, and department budget proposal development. Administration interprets existing city policies and guides the development of new policies 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.

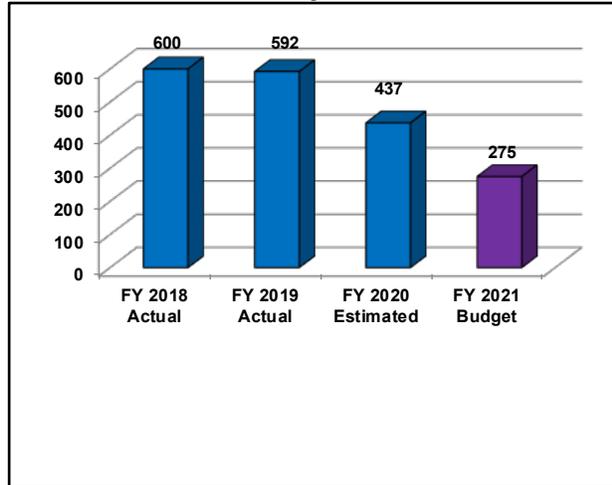
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	% over FY 2020
Personnel Services	487,443	506,651	335,992	335,992	335,992	214,731	-36%
Contractual Services	108,692	79,688	94,243	94,243	94,243	54,939	-42%
Commodities	3,628	5,738	6,900	6,900	6,900	5,585	-19%
<b>Total</b>	<b>599,763</b>	<b>592,077</b>	<b>437,135</b>	<b>437,135</b>	<b>437,135</b>	<b>275,255</b>	<b>-37%</b>

**FY 2021 Budget**



**Total Expenditures**



**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 requires more resources for monitoring and regulating land disturbance sites, and municipal operations & maintenance upgrades.
4. An increased number of public utility improvement projects due to the aging infrastructure remain beneficial to University City community while requiring an increased usage of personnel hours for project coordination and right-of-way work oversight/inspections.

**FISCAL YEAR 2020 PERFORMANCE SUMMARY**

Right-of-Way Permits Issued: 147  
 Special Use Permits Issued: 9  
 ADA Placards Issued: 7  
 ADA Ramps Improved: 44  
 Number of Street Blocks (Sidewalk and Pavement) Improved: 15



Department	Public Works
Program	Admin & Engineering

Fund	General
Account Number	01-40-30

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	327,082	330,041	199,900	199,900	199,900	157,285	-21%
5220 Injury Leave	-	34					
5340 Salaries - Part-Time & Temp	22,707	61,532	44,992	44,992	44,992	-	-100%
5380 Overtime	-	-	500	500	500	-	-100%
5420 Workers Compensation	4,107	8,186	4,100	4,100	4,100	1,100	-73%
5460 Medical Insurance	37,576	36,888	44,000	44,000	44,000	19,247	-56%
5660 Social Security Contributions	22,249	23,130	15,000	15,000	15,000	9,755	-35%
5740 Pension Contribution Nonunif.	65,000	41,363	24,000	24,000	24,000	22,064	-8%
5860 Unemployment	3,566	-	-	-	-	3,000	100%
5900 Medicare	5,155	5,477	3,500	3,500	3,500	2,280	-35%
<b>Sub-Total Personnel Services</b>	<b>487,443</b>	<b>506,651</b>	<b>335,992</b>	<b>335,992</b>	<b>335,992</b>	<b>214,731</b>	<b>-36%</b>
<b>Contractual Services</b>							
6010 Professional Services	44,815	41,655	34,000	34,000	34,000	7,000	-79%
6040 Events & Receptions	-	-	-	-	-	-	0%
6050 Maintenance Contracts	3,000	2,135	4,000	4,000	4,000	4,000	0%
6070 Temporary Labor	29,021	18,859	6,000	6,000	6,000	2,000	-67%
6090 Postage	110	-	500	500	500	500	0%
6110 Mileage Reimbursement	20	1,107	500	500	500	500	0%
6120 Professional Development	2,530	4,293	10,200	10,200	10,200	4,300	-58%
6130 Advertising & Public Notices	3,554	1,305	4,000	4,000	4,000	2,400	-40%
6140 Photo - Blueprinting Services	-	-	1,000	1,000	1,000	1,550	55%
6150 Printing Services	68	74	500	500	500	500	0%
6170 Insurance - Liability	4,800	5,860	4,944	4,944	4,944	6,740	36%
6260 Electricity	-	-	-	-	-	-	0%
6270 Telephone & Pagers	5,018	6,400	5,699	5,699	5,699	5,274	-7%
6380 Equipment Maintenance	-	-	-	-	-	-	0%
6400 Office Equipment Maintenance	-	-	3,600	3,600	3,600	3,600	0%
6560 Technology Services	-	-	-	-	-	-	0%
6610 Staff Training	3,495	1,306	4,000	4,000	4,000	3,750	-6%
6650 Membership & Certification	2,039	2,178	3,000	3,000	3,000	3,525	18%
6700 Misc. Operating Services	10,221	(5,484)	12,300	12,300	12,300	9,300	-24%
6730 Lien Recording Fees	-	-	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	<b>108,692</b>	<b>79,688</b>	<b>94,243</b>	<b>94,243</b>	<b>94,243</b>	<b>54,939</b>	<b>-42%</b>
<b>Commodities</b>							
7001 Office Supplies	2,121	1,785	2,500	2,500	2,500	2,000	-20%
7050 Publications	50	746	900	900	900	500	-44%
7090 Office & Computer Equip.	697	2,809	2,200	2,200	2,200	1,725	-22%
7330 Food	-	-	-	-	-	60	100%
7450 Photographic Supplies	-	-	-	-	-	-	0%
7530 Medical Supplies	-	-	-	-	-	-	0%
7570 Hardware & Hand Tools	-	-	-	-	-	-	0%
7770 Uniforms & Safety Gear	760	364	1,000	1,000	1,000	1,000	0%
7850 Awards & Gifts	-	35	300	300	300	300	0%
<b>Sub-Total Commodities</b>	<b>3,628</b>	<b>5,738</b>	<b>6,900</b>	<b>6,900</b>	<b>6,900</b>	<b>5,585</b>	<b>-19%</b>
<b>Total</b>	<b>599,763</b>	<b>592,077</b>	<b>437,135</b>	<b>437,135</b>	<b>437,135</b>	<b>275,255</b>	<b>-37%</b>



**STREETS MAINTENANCE**

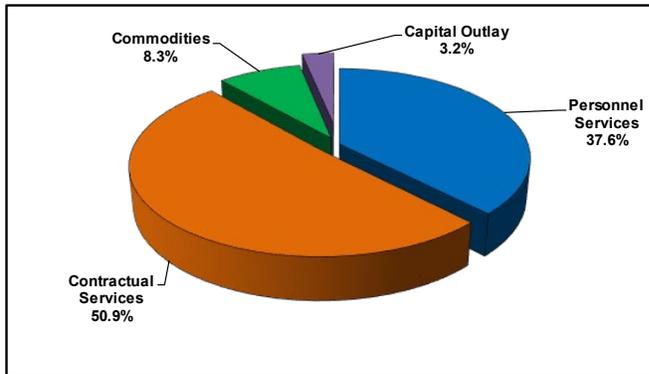
The Street Maintenance Division focuses on public infrastructure, including streets, sidewalks and alleys throughout the City.

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

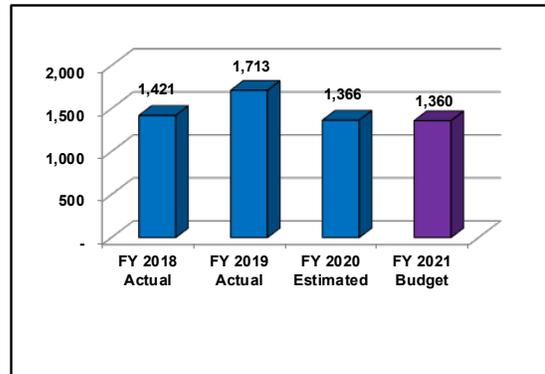
**BUDGET EXPENDITURES**

<b>Street Maintenance</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Personnel Services	439,016	622,751	656,515	656,515	656,515	511,793	-22%
Contractual Services	957,138	1,035,798	692,213	692,213	692,213	692,091	0%
Commodities	25,071	54,092	16,850	16,850	16,850	112,095	565%
Capital Outlay	-	-	-	-	-	43,600	100%
<b>Total</b>	<b>1,421,225</b>	<b>1,712,641</b>	<b>1,365,578</b>	<b>1,365,578</b>	<b>1,365,578</b>	<b>1,359,579</b>	<b>0%</b>

**FY 2021 Budget**



**Total Expenditures**



**FISCAL YEAR 2020 PERFORMANCE SUMMARY**

- Potholes repaired: 8,000
- Signs install, posts removed: 800 installed, 300 removed/recycled.
- Snow events, salt used, brine used: 250 tons salt, 3,000 gallons brine in 20 snow events
- Ameren light inspection: 50
- Special event sign display: 9
- Street pavement cave-in requests: 125
- Sewer inlet/drains cleaned: 300



Department	Public Works
Program	Street Maintenance

Fund	General
Account Number	01-40-32

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	254,930	398,493	431,100	431,100	431,100	342,930	-20%
5220 Injury Leave	1,697	6,427	-	-	-	-	0%
5230 Injury Leave - Taxable	1,058	-	-	-	-	-	0%
5340 Salaries - Part-Time & Temp	18,187	5,623	20,000	20,000	20,000	-	-100%
5380 Overtime	4,312	13,383	10,000	10,000	10,000	15,000	50%
5420 Workers Compensation	18,520	55,998	36,900	36,900	36,900	24,325	-34%
5460 Medical Insurance	51,166	61,806	72,315	72,315	72,315	55,195	-24%
5660 Social Security Contributions	16,395	23,852	28,000	28,000	28,000	21,260	-24%
5740 Pension Contribution Nonunif.	69,000	51,620	51,600	51,600	51,600	48,108	-7%
5900 Medicare	3,751	5,550	6,600	6,600	6,600	4,975	-25%
<b>Sub-Total Personnel Ser</b>	<b>439,016</b>	<b>622,751</b>	<b>656,515</b>	<b>656,515</b>	<b>656,515</b>	<b>511,793</b>	<b>-22%</b>
<b>Contractual Services</b>							
6010 Professional Services	-	-	3,000	3,000	3,000	-	-100%
6050 Maintenance Contracts	82,426	129,659	-	-	-	1,280	100%
6070 Temporary Labor	28,889	19,803	24,000	24,000	24,000	19,950	-17%
6120 Professional Development	-	631	1,000	1,000	1,000	1,000	0%
6150 Printing Services	-	98	154	154	154	-	-100%
6170 Insurance - Liability	5,300	10,000	5,459	5,459	5,459	11,500	111%
6250 Natural Gas	2,117	2,309	3,000	3,000	3,000	3,000	0%
6260 Electricity	633,608	596,560	620,000	620,000	620,000	616,800	-1%
6270 Telephone & Pagers	1,746	1,810	2,400	2,400	2,400	2,400	0%
6290 Sewer	1,278	1,596	1,500	1,500	1,500	1,000	-33%
6370 Street & Sidewalk Repairs	-	-	2,000	2,000	2,000	2,000	0%
6380 Equipment Maintenance	11,027	21,024	6,000	6,000	6,000	9,600	60%
6410 Traffic Signal Maintenance	8,940	25,262	8,000	8,000	8,000	10,000	25%
6530 Fleet Service & Replacement <sup>1</sup>	173,886	218,196	-	-	-	-	0%
6540 Equipment Rental	1,971	195	1,000	1,000	1,000	2,000	100%
6570 Miscellaneous Rentals	305	-	2,000	2,000	2,000	-	-100%
6610 Staff Training	165	315	5,000	5,000	5,000	3,800	-24%
6650 Membership & Certification	189	28	500	500	500	400	-20%
6660 Laundry Services	5,229	8,292	7,000	7,000	7,000	7,001	0%
6710 Waste Dumping Fees	62	20	200	200	200	360	80%
<b>Sub-Total Contractual S</b>	<b>957,138</b>	<b>1,035,798</b>	<b>692,213</b>	<b>692,213</b>	<b>692,213</b>	<b>692,091</b>	<b>0%</b>
<b>Commodities</b>							
7001 Office Supplies	606	57	700	700	700	700	0%
7090 Office and Computer Equipment	69	-	400	400	400	400	0%
7130 Agriculture Supplies	58	177	1,000	1,000	1,000	500	-50%
7170 Asphalt Products	(2)	-	-	-	-	25,375	100%
7210 Chemicals	14,392	33,192	-	-	-	44,000	100%
7290 Concrete & Clay Products	-	311	-	-	-	-	0%
7330 Foods	319	400	500	500	500	300	-40%
7370 Institutional Supplies	576	957	1,000	1,000	1,000	1,200	20%
7490 Building Materials	-	-	-	-	-	5,900	100%
7530 Medical Supplies	565	369	450	450	450	450	0%
7570 Hardware & Hand Tools	5,002	3,097	7,500	7,500	7,500	7,500	0%
7730 Metal Supplies	1,419	906	2,000	2,000	2,000	2,000	0%
7770 Uniforms & Safety Gear	2,067	2,685	3,300	3,300	3,300	3,020	-8%
7810 Sign Supplies	-	11,941	-	-	-	20,750	100%
7850 Awards & Gifts	-	-	-	-	-	-	0%
<b>Sub-Total Commodities</b>	<b>25,071</b>	<b>54,091</b>	<b>16,850</b>	<b>16,850</b>	<b>16,850</b>	<b>112,095</b>	<b>565%</b>
<b>Capital Outlay</b>							
8040 Bridge Construction	-	-	-	-	-	10,000	100%
8100 Misc Improvements	-	-	-	-	-	15,600	100%
8200 Vehicles & Equipment	-	-	-	-	-	18,000	100%
						<b>43,600</b>	<b>100%</b>
<b>Total</b>	<b>1,421,225</b>	<b>1,712,640</b>	<b>1,365,578</b>	<b>1,365,578</b>	<b>1,365,578</b>	<b>1,359,579</b>	<b>0%</b>

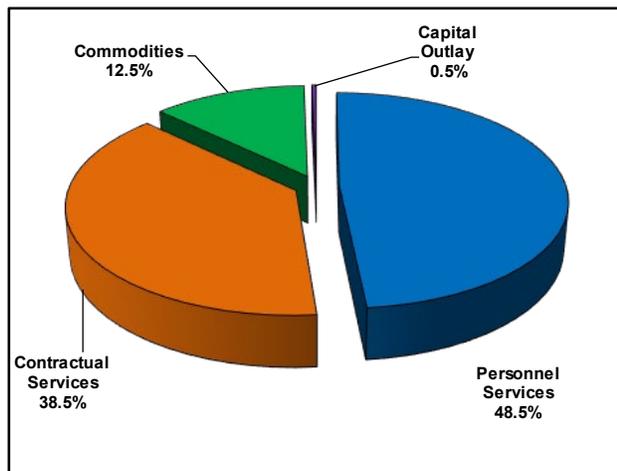
**FACILITIES MAINTENANCE**

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

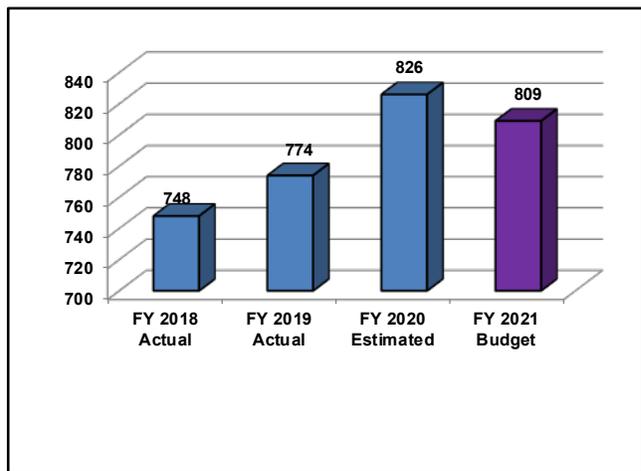
**BUDGET EXPENDITURES**

<b>Services and Facilities Maintenance</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Personnel Services	451,579	482,545	485,700	485,700	485,700	392,869	-19%
Contractual Services	282,692	282,810	308,441	308,441	308,441	312,000	1%
Commodities	11,143	7,577	21,400	21,400	21,400	101,500	374%
Capital Outlay	2,880	1,495	10,000	10,000	10,000	3,000	-70%
<b>Total</b>	<b>748,294</b>	<b>774,428</b>	<b>825,541</b>	<b>825,541</b>	<b>825,541</b>	<b>809,369</b>	<b>-2%</b>

**FY 2021 Budget**



**Total Expenditures**



**FISCAL YEAR 2020 PERFORMANCE SUMMARY**

- Staff responded to routine and long-term repair work needs at City facilities.
- Staff has evaluated maintenance conditions of the facilities inventory and programmed work.
- Staff coordinated major repairs to the Community Center and City Hall.



Department	Public Works
Program	Facilities Maintenance

Fund	General
Account Number	01-40-36

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	295,582	314,823	335,500	335,500	335,500	273,900	-18%
5220 Injury Leave	-	(75)	-	-	-	-	0%
5230 Injury Leave-Taxable	-	341	-	-	-	-	0%
5340 Salaries - Part-time & Temp	13,177	14,688	-	-	-	-	0%
5380 Overtime	8,499	7,211	4,000	4,000	4,000	3,000	-25%
5420 Workers Compensation	12,817	26,199	16,100	16,100	16,100	9,945	-38%
5460 Medical Insurance	56,794	56,547	64,300	64,300	64,300	46,650	-27%
5660 Social Security Contributions	17,299	18,196	20,800	20,800	20,800	16,980	-18%
5740 Pension Contribution Nonunif.	41,000	40,360	40,100	40,100	40,100	38,424	-4%
5860 Unemployment	2,334	-	-	-	-	-	0%
5900 Medicare	4,076	4,256	4,900	4,900	4,900	3,970	-19%
<b>Sub-Total Personnel Services</b>	<b>451,579</b>	<b>482,545</b>	<b>485,700</b>	<b>485,700</b>	<b>485,700</b>	<b>392,869</b>	<b>-19%</b>
<b>Contractual Services</b>							
6010 Professional Services	-	-	45,000	45,000	45,000	25,000	-44%
6050 Maintenance Contracts	42,164	16,027	15,000	15,000	15,000	15,000	0%
6070 Temporary Labor	25,903	38,462	30,000	30,000	30,000	30,000	0%
6160 Insurance - Property & Auto	70,985	70,000	73,115	73,115	73,115	91,000	24%
6170 Insurance - Liability	4,200	5,883	4,326	4,326	4,326	6,800	57%
6250 Natural Gas	23,724	26,217	15,000	15,000	15,000	15,000	0%
6260 Electricity	57,627	51,446	50,000	50,000	50,000	50,000	0%
6270 Telephone & Pagers	702	1,225	1,000	1,000	1,000	1,000	0%
6280 Water	21,527	20,257	20,000	20,000	20,000	20,000	0%
6290 Sewer	20,425	25,355	20,000	20,000	20,000	20,000	0%
6360 Building Maintenance	6,947	7,817	15,000	15,000	15,000	15,000	0%
6380 Equipment Maintenance	7,458	19,144	15,000	15,000	15,000	15,000	0%
6610 Staff Training	-	-	2,000	2,000	2,000	2,200	10%
6640 Exterminations	1,030	977	1,000	1,000	1,000	4,000	300%
6660 Laundry Services	-	-	2,000	2,000	2,000	2,000	0%
<b>Sub-Total Contractual Services</b>	<b>282,692</b>	<b>282,810</b>	<b>308,441</b>	<b>308,441</b>	<b>308,441</b>	<b>312,000</b>	<b>1%</b>
<b>Commodities</b>							
7001 Office Supplies	-	-	200	200	200	1,200	500%
7210 Chemicals	-	-	500	500	500	500	0%
7370 Institutional Supplies	7,083	5,668	12,000	12,000	12,000	90,000	650%
7490 Building Materials	728	16	3,000	3,000	3,000	2,000	-33%
7530 Medical Supplies	165	84	200	200	200	200	0%
7570 Hardware & Hand Tools	3,167	1,771	5,000	5,000	5,000	5,000	0%
7610 Fuel, Oil, & Lubricants	-	37	500	500	500	600	20%
7810 Sign Supplies	-	-	-	-	-	2,000	100%
<b>Sub-Total Commodities</b>	<b>11,143</b>	<b>7,577</b>	<b>21,400</b>	<b>21,400</b>	<b>21,400</b>	<b>101,500</b>	<b>374%</b>
<b>Capital Outlay</b>							
8001 Building Improvements	(2,825)	1,495	10,000	10,000	10,000	3,000	-70%
8100 Misc. Improvements	273	-	-	-	-	-	0%
8180 Office Furniture & Equip.	5,432	-	-	-	-	-	0%
<b>Sub-Total Capital Outlay</b>	<b>2,880</b>	<b>1,495</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>3,000</b>	<b>-70%</b>
<b>Total</b>	<b>748,294</b>	<b>774,428</b>	<b>825,541</b>	<b>825,541</b>	<b>825,541</b>	<b>809,369</b>	<b>-2%</b>

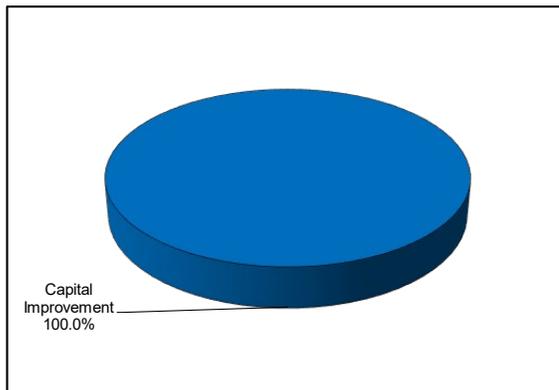
**PUBLIC WORKS CAPITAL IMPROVEMENT**

This program provides for various Public Works Project. The number and amount of projects will fluctuate from year to year.

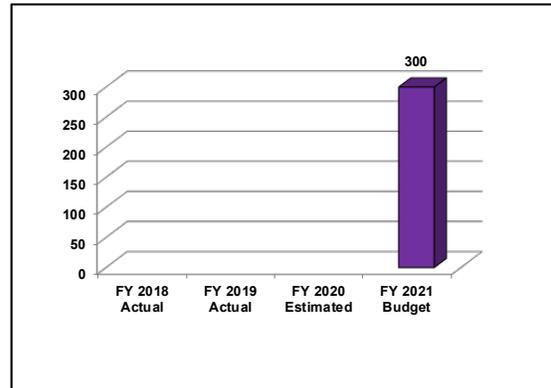
**BUDGET EXPENDITURES**

<b>Public Works Capital Improvement</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Capital Outlay	-	-	-	-	-	300,000	100%
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300,000</b>	<b>100%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Public Works
Program	Capital Improvement

Fund	General
Account Number	01-40-90

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Capital Outlay</b>							
8001 Building Improvements	-	-	-	-	-	300,000	100%
<b>Total</b>	-	-	-	-	-	<b>300,000</b>	100%



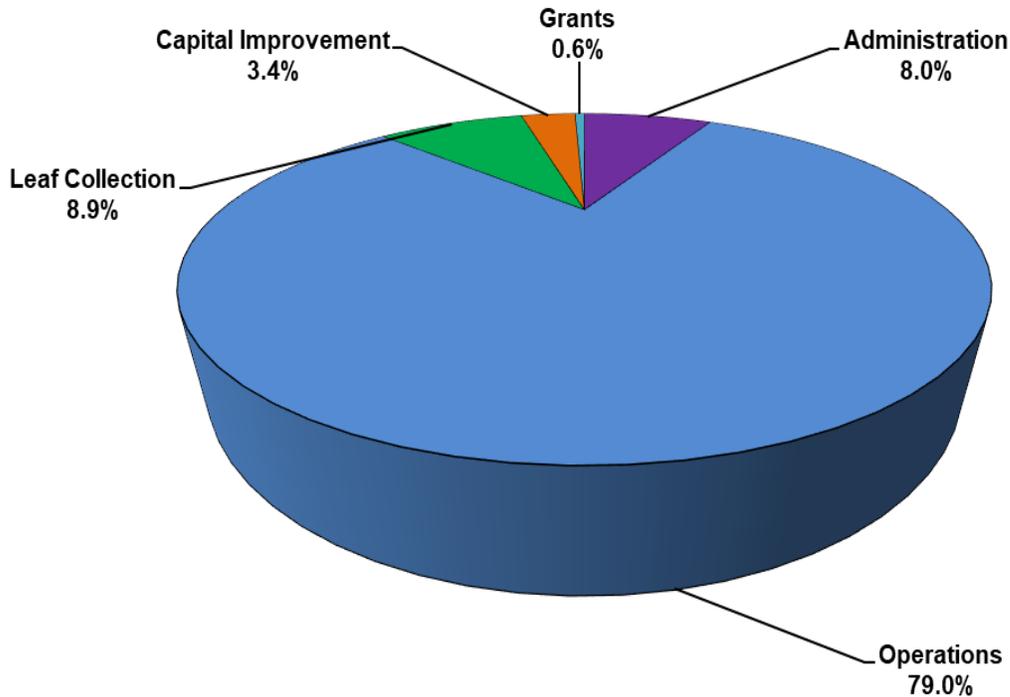
**SOLID WASTE FUND**

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.
- Community outreach on trash and waste diversion programs.
- City wide electronics recycling event.

**BUDGET EXPENDITURES**

<b>Program</b>	<b>Personnel</b>	<b>Contractual</b>	<b>Commodities</b>	<b>Capital Outlay</b>	<b>Other</b>	<b>Total</b>
Administration	219,199	50,700	-	-	-	269,899
Operations	1,199,497	1,275,221	107,719	-	70,000	2,652,437
Leaf Collection	107,991	190,187	1,000	-	-	299,178
Capital Improvement	-	-	-	115,000	-	115,000
Grants	-	-	-	20,000	-	20,000
<b>Total</b>	<b>1,526,687</b>	<b>1,516,108</b>	<b>108,719</b>	<b>135,000</b>	<b>70,000</b>	<b>3,356,514</b>



**GOALS**

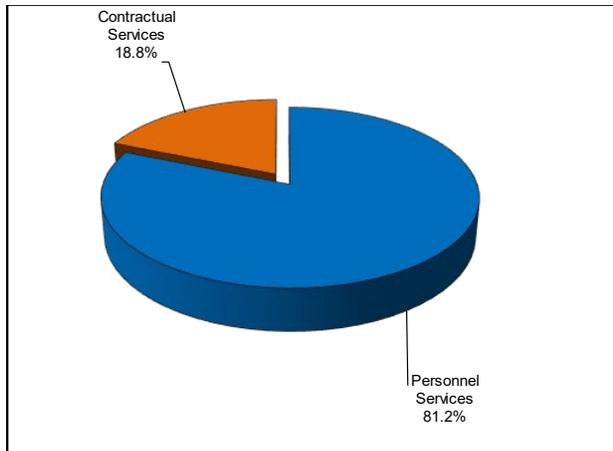
1. Efficiently operate and maintain the Transfer Station and Recycling Drop-off Center. Keep the areas clean of litter, debris and foul odors. Ensure that the City passes the monthly St. Louis County Department of Health Facility Inspections.
2. Track and report solid waste volume including trash, recycling, yard waste and bulk household items, as required by St. Louis County Department of Health.
3. Commission into use a new truck scale at Transfer Station.
4. Evaluate the former Materials Recovery Facility for processing recycling.
5. Increase recycling education and a St. Louis County Department of Health-sponsored Oops Program to reduce contamination in the recycling waste stream.

**Solid Waste Administration**

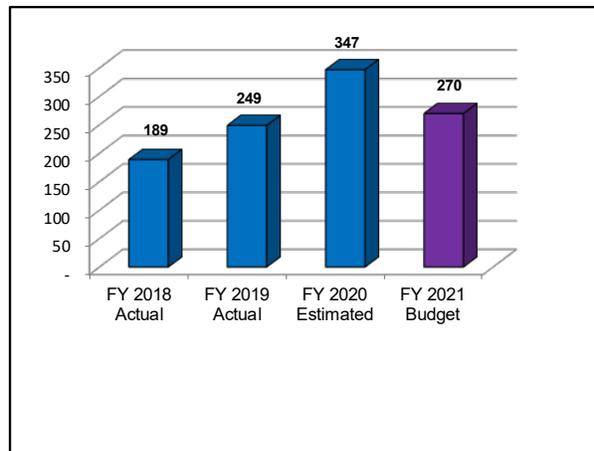
**BUDGET EXPENDITURES**

<b>Adminstration</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Personnel Services	147,651	194,972	288,821	288,821	288,821	219,199	-24%
Contractual Service	41,616	54,001	54,969	54,969	54,969	50,700	-8%
Commodities	-	-	3,000	3,000	3,000	-	-100%
<b>Total</b>	<b>189,267</b>	<b>248,972</b>	<b>346,790</b>	<b>346,790</b>	<b>346,790</b>	<b>269,899</b>	<b>-22%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Public Works - Solid Waste
Program	Solid Waste Administration

Fund	Solid Waste
Account Number	08-40-64

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	108,270	141,062	213,911	213,911	213,911	158,445	-26%
5220 Injury Leave	-	4	-	-	-	-	-
5340 Salaries - Part-Time & Temp	-	233	-	-	-	-	0%
5380 Overtime	396	131	-	-	-	-	0%
5420 Workers Compensation	570	3,249	2,682	2,682	2,682	790	-71%
5460 Medical Insurance	25,793	24,885	30,200	30,200	30,200	25,612	-15%
5660 Social Security Contributions	6,187	7,364	13,265	13,265	13,265	9,825	-26%
5740 Pension Contribution Nonunif.	5,000	16,324	25,618	25,618	25,618	22,227	-13%
5900 Medicare	1,435	1,720	3,145	3,145	3,145	2,300	-27%
<b>Sub-Total Personnel Services</b>	<b>147,651</b>	<b>194,972</b>	<b>288,821</b>	<b>288,821</b>	<b>288,821</b>	<b>219,199</b>	<b>-24%</b>
<b>Contractual Services</b>							
6001 Auditing & Accounting	3,000	-	2,500	2,500	2,500	2,500	0%
6005 Collection Fees	6,107	4,394	6,500	6,500	6,500	6,500	0%
6010 Professional Services	(7,894)	7,658	-	-	-	-	0%
6040 Events and Receptions	-	-	-	-	-	-	0%
6050 Maintenance Contracts	-	-	-	-	-	-	0%
6070 Temporary Labor	-	-	-	-	-	-	0%
6090 Postage	9,450	10,298	10,000	10,000	10,000	10,000	0%
6130 Advertising & Public Notices	-	-	-	-	-	-	0%
6150 Printing Services	-	3,605	5,000	5,000	5,000	5,000	0%
6160 Insurance - Property & Auto	-	-	-	-	-	-	0%
6170 Insurance - Liability	12,300	8,338	12,669	12,669	12,669	9,600	-24%
6270 Telephone & Pagers	35	123	500	500	500	500	0%
6650 Memberships & Certifications	-	-	600	600	600	600	0%
6730 Lien Recording Fees	1,212	44	1,200	1,200	1,200	-	-100%
6770 Bank & Credit Card Fees	17,406	19,541	16,000	16,000	16,000	16,000	0%
<b>Sub-Total Contractual Services</b>	<b>41,616</b>	<b>54,001</b>	<b>54,969</b>	<b>54,969</b>	<b>54,969</b>	<b>50,700</b>	<b>-8%</b>
<b>Commodities</b>							
7001 Office Supplies	-	-	2,000	2,000	2,000	-	-100%
7090 Office & Computer Equip.	-	-	1,000	1,000	1,000	-	-100%
<b>Sub-Total Commodities</b>	<b>-</b>	<b>-</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>-100%</b>
<b>Total</b>	<b>189,267</b>	<b>248,972</b>	<b>346,790</b>	<b>346,790</b>	<b>346,790</b>	<b>269,899</b>	<b>-22%</b>

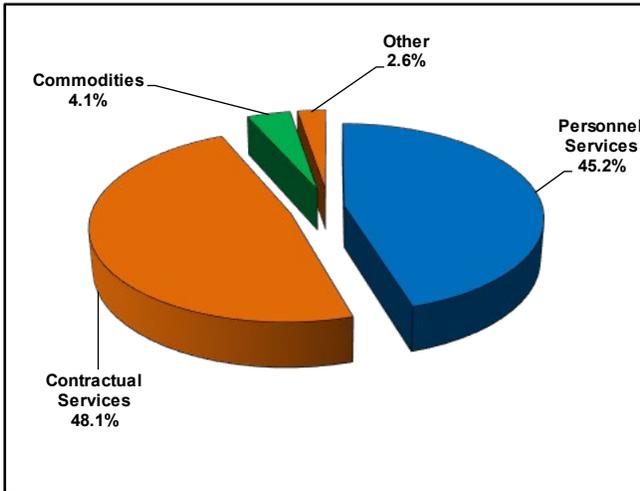


**Solid Waste Operations**

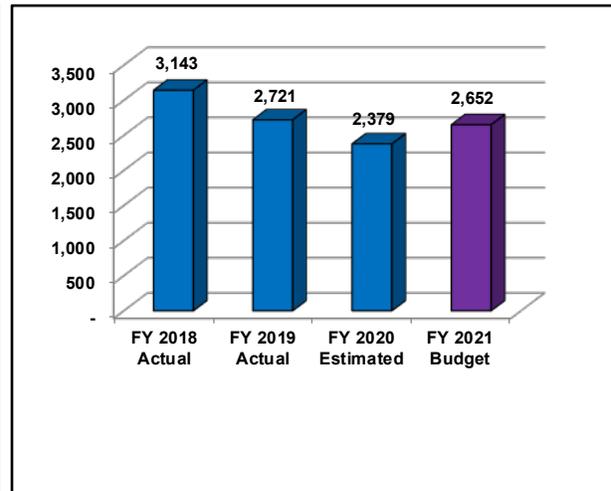
**BUDGET EXPENDITURES**

Operations	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Personnel Services	1,000,608	1,202,187	1,240,738	1,240,738	1,240,738	1,199,497	-3%
Contractual Services	1,780,472	1,672,391	1,008,812	1,008,812	1,008,812	1,275,221	26%
Commodities	117,065	89,587	123,275	123,275	123,275	107,719	-13%
Capital Outlay	244,389	(243,339)	6,000	6,000	6,000	-	-100%
Other	-	-	-	-	-	70,000	100%
<b>Total</b>	<b>3,142,534</b>	<b>2,720,826</b>	<b>2,378,825</b>	<b>2,378,825</b>	<b>2,378,825</b>	<b>2,652,437</b>	<b>12%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Public Works- Solid Waste
Program	Solid Waste Operations

Fund	Solid Waste
Account Number	08-40-66

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	624,456	732,906	794,777	794,777	794,777	784,780	-1%
5220 Injury Leave	4,405	1,008	-	-	-	-	0%
5230 Injury Leave - Taxable	660	-	-	-	-	-	0%
5340 Salaries - Part-Time & Temp	37,820	34,764	37,000	37,000	37,000	19,250	-48%
5380 Overtime	37,611	46,355	40,000	40,000	40,000	40,000	0%
5420 Workers Compensation	59,013	124,333	92,511	92,511	92,511	81,095	-12%
5460 Medical Insurance	106,261	106,763	117,500	117,500	117,500	102,765	-13%
5660 Social Security Contributions	40,868	47,342	51,620	51,620	51,620	49,855	-3%
5740 Pension Contribution Nonunif.	80,000	97,663	95,220	95,220	95,220	110,092	16%
5860 Unemployment	-	-	-	-	-	-	0%
5900 Medicare	9,515	11,052	12,110	12,110	12,110	11,660	-4%
<b>Sub-Total Personnel Services</b>	<b>1,000,608</b>	<b>1,202,187</b>	<b>1,240,738</b>	<b>1,240,738</b>	<b>1,240,738</b>	<b>1,199,497</b>	<b>-3%</b>
<b>Contractual Services</b>							
6010 Professional Services	(585)	711	5,000	5,000	5,000	3,000	-40%
6050 Maintenance Contracts	138,514	(2,833)	145,000	145,000	145,000	145,000	0%
6070 Temporary Labor	183,383	160,301	50,000	50,000	50,000	50,000	0%
6090 Postage	5,490	-	10,000	10,000	10,000	10,000	0%
6120 Professional Development	1,087	1,562	2,500	2,500	2,500	3,000	20%
6130 Advertising & Public Notices	988	-	500	500	500	500	0%
6150 Printing Services	13,588	10,877	14,000	14,000	14,000	2,500	-82%
6160 Insurance - Property & Auto	45,500	78,400	46,865	46,865	46,865	101,920	117%
6170 Insurance - Liability	9,900	12,000	10,197	10,197	10,197	13,800	35%
6210 Insurance - Flood	6,631	6,969	6,830	6,830	6,830	8,400	23%
6260 Electricity	4,924	4,142	4,500	4,500	4,500	4,500	0%
6270 Telephone & Pagers	1,804	3,031	4,620	4,620	4,620	2,956	-36%
6360 Building Maintenance	7,999	1,976	8,000	8,000	8,000	5,000	-38%
6380 Equipment Maintenance	2,808	6,987	6,000	6,000	6,000	7,000	17%
6400 Office Equipment Maintenance	-	-	500	500	500	500	0%
6490 Depreciation - Rental Equipment	387,239	358,323	-	-	-	-	0%
6530 Fleet Service & Replacement	436,066	311,580	-	-	-	-	0%
6610 Staff Training	-	-	1,500	1,500	1,500	800	-47%
6650 Membership & Certification	768	1,272	1,500	1,500	1,500	1,045	-30%
6660 Laundry Services	9,087	16,311	10,000	10,000	10,000	15,000	50%
6700 Misc. Operating Services	2,473	1,117	1,300	1,300	1,300	3,300	154%
6710 Waste Dumping Fees	522,808	699,666	680,000	680,000	680,000	897,000	32%
<b>Sub-Total Contractual Services</b>	<b>1,780,472</b>	<b>1,672,391</b>	<b>1,008,812</b>	<b>1,008,812</b>	<b>1,008,812</b>	<b>1,275,221</b>	<b>26%</b>
<b>Commodities</b>							
7001 Office Supplies	1,773	797	1,500	1,500	1,500	1,000	-33%
7090 Office & Computer Equipment	1,147	-	2,000	2,000	2,000	500	-75%
7210 Chemicals	4,735	1,002	2,000	2,000	2,000	2,500	25%
7250 Solid Waste Supplies	97,199	74,559	100,000	100,000	100,000	89,375	-11%
7370 Institutional Supplies	4,302	958	2,500	2,500	2,500	1,944	-22%
7490 Building Materials	-	-	3,500	3,500	3,500	500	-86%
7530 Medical Supplies	413	577	900	900	900	900	0%
7570 Hardware & Hand Tools	1,155	4,386	5,500	5,500	5,500	5,500	0%
7770 Uniform & Safety Gear	6,341	7,308	5,375	5,375	5,375	5,500	2%
<b>Sub-Total Commodities</b>	<b>117,065</b>	<b>89,587</b>	<b>123,275</b>	<b>123,275</b>	<b>123,275</b>	<b>107,719</b>	<b>-13%</b>
<b>Capital Outlay</b>							
8001 Building Improvements	-	-	1,000	1,000	1,000	-	-100%
8100 Misc. Improvement	(8,725)	9,775	5,000	5,000	5,000	-	-100%
8120 Computer Equipment	-	-	-	-	-	-	-
8200 Vehicles & Equipment	253,114	(253,114)	-	-	-	-	0%
<b>Sub-Total Capital Outlay</b>	<b>244,389</b>	<b>(243,339)</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>-</b>	<b>-100%</b>
<b>Other</b>							
9950 Operating Transfer Out	-	75,000	-	-	-	70,000	100%
<b>Total</b>	<b>3,142,534</b>	<b>2,795,826</b>	<b>2,378,825</b>	<b>2,378,825</b>	<b>2,378,825</b>	<b>2,652,437</b>	<b>12%</b>

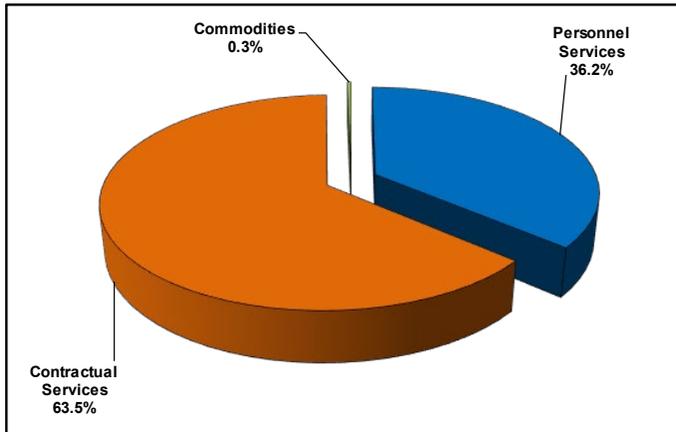


**Leaf Collection**

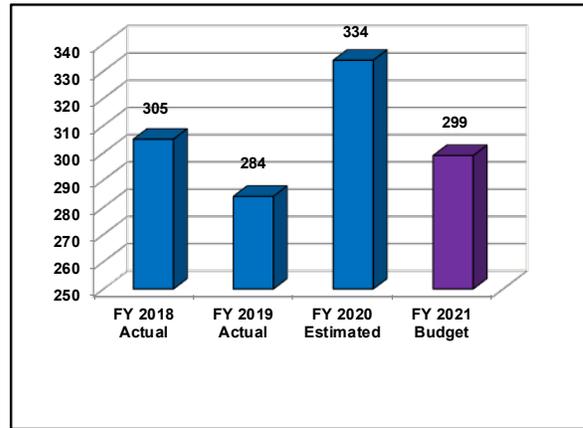
**BUDGET EXPENDITURES**

<b>Leaf Collection</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Personnel Services	120,278	133,653	143,160	143,160	143,160	107,991	-25%
Contractual Services	183,635	148,257	190,166	190,166	190,166	190,187	0%
Commodities	1,474	2,351	1,000	1,000	1,000	1,000	0%
<b>Total</b>	<b>305,387</b>	<b>284,260</b>	<b>334,326</b>	<b>334,326</b>	<b>334,326</b>	<b>299,178</b>	<b>-11%</b>

**FY 2021 Budget**



**Total Expenditures**



**FISCAL YEAR 2020 PERFORMANCE SUMMARY**

**Waste Tonnage:**

11,102	Tons of solid waste (landfill)
2,902	Tons of residential single stream (mixed) materials recycled



Department	Public Works- Solid Waste
Program	Solid Waste Leaf Collection

Fund	Solid Waste
Account Number	08-40-68

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries	80,651	83,294	88,248	88,248	88,248	69,395	-21%
5220 Injury Leave	1,214	686	-	-	-	-	0%
5230 Injury Leave - Taxable	513	-	-	-	-	-	0%
5340 Salaries - Part-time & Temp	5,448	838	-	-	-	-	0%
5380 Overtime	1,810	4,147	10,000	10,000	10,000	5,000	-50%
5420 Workers Compensation	4,726	9,420	5,800	5,800	5,800	4,025	-31%
5460 Medical Insurance	20,008	18,421	21,700	21,700	21,700	14,526	-33%
5740 Pension Contribution Nonunif	-	10,959	10,572	10,572	10,572	9,735	-8%
5660 Social Security Contributions	4,789	4,772	5,550	5,550	5,550	4,305	-22%
5900 Medicare	1,118	1,116	1,290	1,290	1,290	1,005	-22%
<b>Sub-Total Personnel Services</b>	<b>120,278</b>	<b>133,653</b>	<b>143,160</b>	<b>143,160</b>	<b>143,160</b>	<b>107,991</b>	<b>-25%</b>
<b>Contractual Services</b>							
6050 Maintenance Contracts	153,650	114,869	155,000	155,000	155,000	155,000	0%
6070 Temporary Labor	29,727	33,154	34,934	34,934	34,934	35,000	0%
6260 Electricity	156	143	153	153	153	119	-22%
6270 Telephone & Pagers	102	91	79	79	79	68	-14%
<b>Sub-Total Contractual Services</b>	<b>183,635</b>	<b>148,257</b>	<b>190,166</b>	<b>190,166</b>	<b>190,166</b>	<b>190,187</b>	<b>0%</b>
<b>Commodities</b>							
7570 Hardware & Hand Tools	1,474	2,351	1,000	1,000	1,000	1,000	0%
<b>Sub-Total Commodities</b>	<b>1,474</b>	<b>2,351</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>0%</b>
<b>Total</b>	<b>305,387</b>	<b>284,260</b>	<b>334,326</b>	<b>334,326</b>	<b>334,326</b>	<b>299,178</b>	<b>-11%</b>

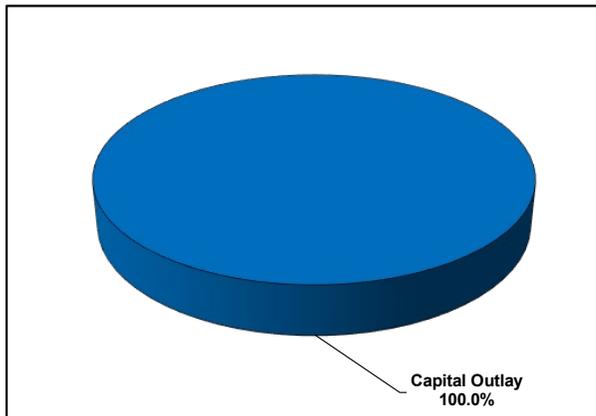
**SOLID WASTE CAPITAL IMPROVEMENT**

This program provides for various Solid Waste projects. The number and amounts of projects will fluctuate from year to year.

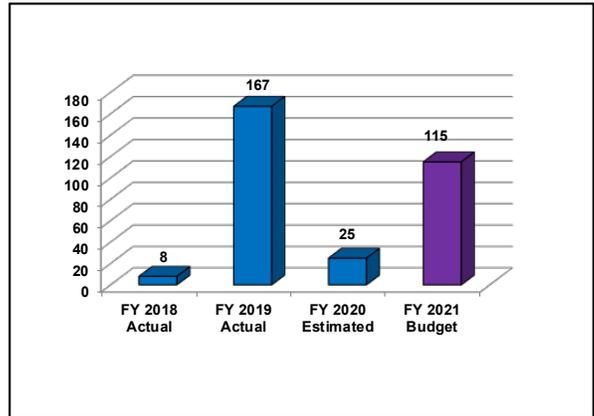
**BUDGET EXPENDITURES**

<b>Solid Waste Capital Improvement</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Contractual Services		55,253	21,000	21,000	21,000	-	-100%
Commodities	9,095	3,019	4,000	4,000	4,000	-	-100%
Capital Outlay	(1,059)	108,592	-			115,000	100%
<b>Total</b>	<b>8,036</b>	<b>166,864</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>115,000</b>	<b>360%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Public Works - Solid Waste
Program	Capital Improvement

Fund	Solid Waste
Account Number	08-40-90

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Contractual Services</b>							
6010 Professional Services	-	54,582	20,000	20,000	20,000	-	-100%
6090 Postage		124					
6150 Printing Services	-	546	1,000	1,000	1,000	-	-100%
<b>Sub-Total Contractul Services</b>	-	<b>55,253</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	-	-100%
<b>Commodities</b>							
7250 Solid Waste Supplies	9,095	3,019	4,000	4,000	4,000	-	-100%
<b>Sub-Total Commodities</b>	<b>9,095</b>	<b>3,019</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	-	-100%
<b>Capital Outlay</b>							
8001 Building Improvements	(3,000)	63,743	-	-	-		0%
8100 Misc. Improvements	1,942	44,849	-	-	-	25,000	100%
8200 Vehicles & Equipment	-	-	-	-	-	90,000	100%
<b>Sub-Total Capital Outlay</b>	<b>(1,059)</b>	<b>108,592</b>	-	-	-	<b>115,000</b>	<b>100%</b>
<b>Total</b>	<b>8,037</b>	<b>166,864</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>115,000</b>	<b>360%</b>

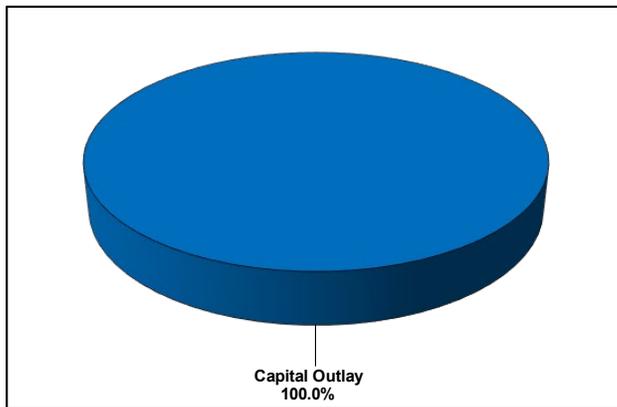
**SOLID WASTE GRANTS**

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

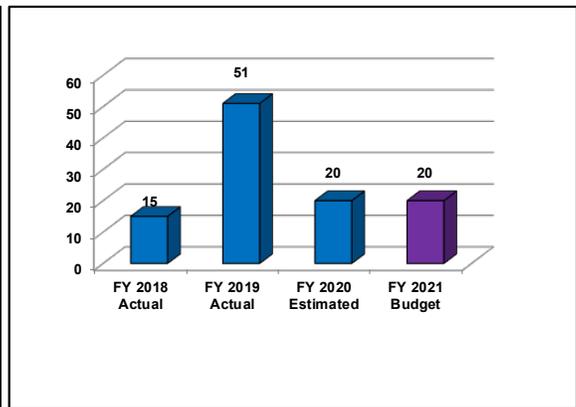
**BUDGET EXPENDITURES**

<b>Solid Waste Grants</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Contractual Services	-	25,936	-	-	-	-	0%
Commodities	14,911	25,127	-	-	-	-	0%
Capital Outlay	-	-	20,000	20,000	20,000	20,000	0%
<b>Total</b>	<b>14,911</b>	<b>51,063</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Public Works - Solid Waste
Program	Grants

Fund	Grants
Account Number	08-40-95

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Contractual Services</b>							
6010 Professional Services	-	18,436	-	-	-	-	0%
6070 Temporary Labor	-	-	-	-	-	-	0%
6090 Postage	-	5,500	-	-	-	-	0%
6110 Mileage Reimbursement	-	-	-	-	-	-	0%
6130 Advertising & Public Notices	-	-	-	-	-	-	0%
6150 Printing Services	-	2,000	-	-	-	-	0%
<b>Sub-Total Contractual Service</b>	<b>-</b>	<b>25,936</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Commodities</b>							
7090 Office & Computer Equip.	-	-	-	-	-	-	0%
7250 Solid Waste Supplies	14,911	25,127	-	-	-	-	0%
7570 Hardware & Hand Tools	-	-	-	-	-	-	0%
<b>Sub-Total Commodities</b>	<b>14,911</b>	<b>25,127</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Capital Outlay</b>							
8100 Misc. Improvements	-	-	20,000	20,000	20,000	20,000	0%
<b>Sub-Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0%</b>
<b>Total</b>	<b>14,911</b>	<b>51,063</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0%</b>

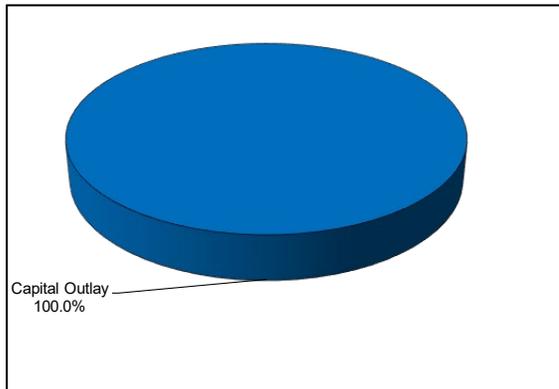
**PUBLIC WORKS GRANTS**

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

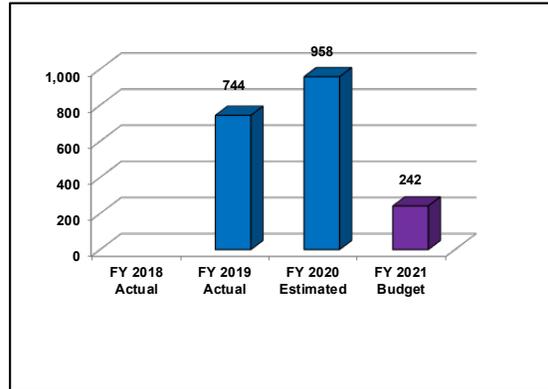
**BUDGET EXPENDITURES**

Public Works Grants	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Contractual Services	-	19,766	-	-	-	-	0%
Capital Outlay	-	744,314	957,700	957,700	957,700	242,000	-75%
<b>Total</b>	-	<b>764,080</b>	<b>957,700</b>	<b>957,700</b>	<b>957,700</b>	<b>242,000</b>	<b>-75%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Public Works
Program	Grants

Fund	Grants
Account Number	22-40-95

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Contractual Services</b>							
6010 Professional Services	-	19,766	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	-	<b>19,766</b>	-	-	-	-	<b>0%</b>
<b>Capital Outlay</b>							
8010 Parks Improvement	-	644,999	525,000	525,000	525,000	-	-100%
8040 Bridge Construction	-	(123)	-	-	-	-	0%
8060 Curbs, Sidewalk & Alleys	-	-	320,700	320,700	320,700	78,000	-76%
8080 Street Construction	-	112,000	112,000	112,000	112,000	64,000	-43%
8100 Misc Improvements	-	-	-	-	-	100,000	100%
8110 Bicycle Facilities Improvement	-	(12,562)	-	-	-	-	0%
<b>Sub-Total Capital Outlay</b>	-	<b>744,314</b>	<b>957,700</b>	<b>957,700</b>	<b>957,700</b>	<b>242,000</b>	<b>-75%</b>
<b>Total</b>	-	<b>764,081</b>	<b>957,700</b>	<b>957,700</b>	<b>957,700</b>	<b>242,000</b>	<b>-75%</b>



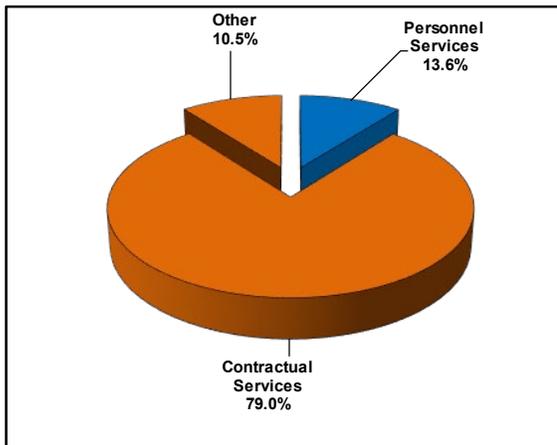
**SEWER LATERAL REPAIR FUND**

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.

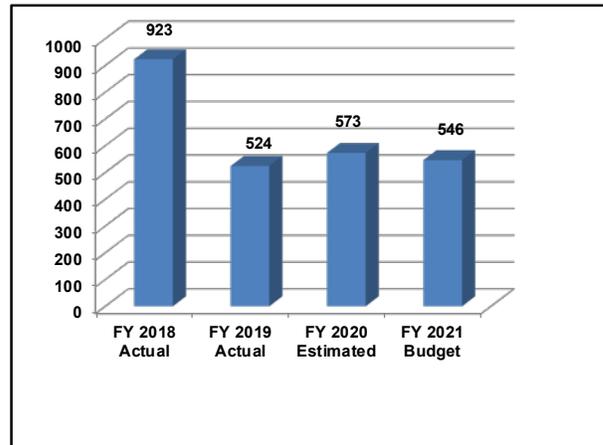
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	% over FY 2020
Personnel Services	56,262	45,725	50,072	50,072	50,072	57,912	16%
Contractual Services	866,646	475,438	465,444	465,444	465,444	430,675	-7%
Other	-	2,893	57,240	57,240	57,240	57,240	0%
<b>Total</b>	<b>922,908</b>	<b>524,056</b>	<b>572,756</b>	<b>572,756</b>	<b>572,756</b>	<b>545,827</b>	<b>-5%</b>

**FY 2021 Budget**



**Total Expenditures**



**FISCAL YEAR 2020 PERFORMANCE SUMMARY**

Number of repairs completed: 220



Department	Publick Works
Program	Sewer Lateral Repair

Fund	Repair
Account Number	05-40-82

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	48,221	41,938	38,700	38,700	38,700	43,105	11%
5220 Injury Leave	-	-	-	-	-	-	0%
5230 Injury Leave - Taxable	-	-	-	-	-	-	0%
5340 Salaries - Part-Time & Temp	-	73	-	-	-	-	
5420 Workers Compensation	514	289	111	111	111	885	697%
5460 Medical Insurance	1,890	236	3,700	3,700	3,700	4,575	24%
5660 Social Security Contributions	1,732	2,585	2,400	2,400	2,400	2,675	11%
5740 Pension Contribution Nonunif.	3,500	604	4,600	4,600	4,600	6,047	31%
5900 Medicare	405	-	561	561	561	625	11%
<b>Sub-Total Personnel Services</b>	<b>56,262</b>	<b>45,725</b>	<b>50,072</b>	<b>50,072</b>	<b>50,072</b>	<b>57,912</b>	<b>16%</b>
<b>Contractual Services</b>							
6090 Postage	-	4,500	-	-	-	-	0%
6110 Mileage Reimbursement	-	-	-	-	-	-	0%
6150 Printing Services	-	-	-	-	-	-	0%
6170 Insurance - Liability	4,800	-	4,944	4,944	4,944	5,175	5%
6270 Telephone & Pagers	274	435	500	500	500	500	0%
6450 Sewer Lateral Expenses	861,572	470,503	460,000	460,000	460,000	425,000	-8%
6610 Staff Training	-	-	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	<b>866,646</b>	<b>475,438</b>	<b>465,444</b>	<b>465,444</b>	<b>465,444</b>	<b>430,675</b>	<b>-7%</b>
<b>Transfer Out</b>							
9950 To GF- Interfund Loan	-	2,893	57,240	57,240	57,240	57,240	0%
<b>Sub-Total Transfer Out</b>	<b>-</b>	<b>2,893</b>	<b>57,240</b>	<b>57,240</b>	<b>57,240</b>	<b>57,240</b>	<b>0%</b>
<b>Total</b>	<b>922,908</b>	<b>524,056</b>	<b>572,756</b>	<b>572,756</b>	<b>572,756</b>	<b>545,827</b>	<b>-5%</b>

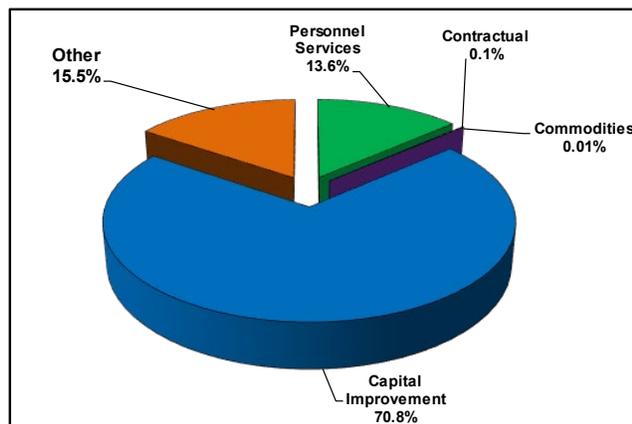
**CAPITAL IMPROVEMENT SALES TAX FUND**

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.

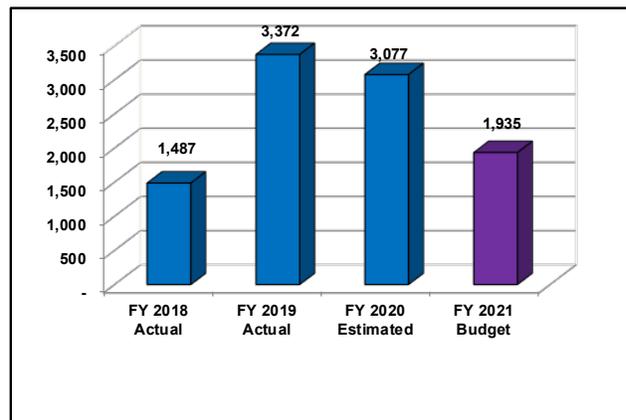
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Personnel Services	89,944	110,261	304,305	304,305	304,305	263,204	-14%
Contractual Services	196,023	93,679	-	-	-	2,072	100%
Commodities	43,614	43,769	-	-	-	156	100%
Capital Improvement	647,671	2,236,012	2,047,250	2,047,250	2,047,250	1,370,035	-33%
Other	509,376	888,566	725,273	725,273	725,273	300,000	-59%
<b>Total</b>	<b>1,486,628</b>	<b>3,372,287</b>	<b>3,076,828</b>	<b>3,076,828</b>	<b>3,076,828</b>	<b>1,935,467</b>	<b>-37%</b>

**FY 2021 Budget**



**Total Expenditures ('000)**





Department	Public Works
Program	Capital Improvement

Fund	Capital Impr Sales Tax
Account Number	12-40-90

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	60,282	74,730	204,500	204,500	204,500	189,185	-7%
5220 Injury Leave	1,286	1,008	-	-	-	-	0%
5230 Injury Leave - Taxable	660	-	-	-	-	-	0%
5340 Salaries- Part-time & Temp	-	3,783	36,400	36,400	36,400	-	-100%
5380 Overtime	1,444	2,320	1,000	1,000	1,000	-	-100%
5420 Workers Compensation	4,664	10,444	6,840	6,840	6,840	6,050	-12%
5460 Medical Insurance	13,583	12,613	15,400	15,400	15,400	26,955	75%
5660 Social Security Contributions	3,588	4,376	12,700	12,700	12,700	11,730	-8%
5740 Pension Contribution Nonunif.	3,600	-	24,500	24,500	24,500	26,539	8%
5860 Unemployment	-	-	-	-	-	-	0%
5900 Medicare	837	988	2,965	2,965	2,965	2,745	-7%
<b>Sub-Total Personnel Services</b>	<b>89,944</b>	<b>110,263</b>	<b>304,305</b>	<b>304,305</b>	<b>304,305</b>	<b>263,204</b>	<b>-14%</b>
<b>Contractual Services</b>							
6001 Auditing & Accounting	2,200	-	-	-	-	-	0%
6010 Professional Services	132,674	20,600	-	-	-	-	0%
6270 Telephone & Pagers	130	167	-	-	-	2,072	100%
6530 Fleet Service & Replacement	61,019	72,912	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	<b>196,023</b>	<b>93,679</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,072</b>	<b>100%</b>
<b>Commodities</b>							
7170 Asphalt Products	18,674	24,125	-	-	-	156	100%
7290 Concrete & Clay Products	6,784	3,882	-	-	-	-	0%
7490 Building Materials	-	-	-	-	-	-	0%
7810 Sign Supplies	18,156	15,762	-	-	-	-	0%
<b>Sub-Total Commodities</b>	<b>43,614</b>	<b>43,769</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>156</b>	<b>100%</b>
<b>Capital Outlay</b>							
8001 Building Improvement	30,025	89,439	500,000	500,000	500,000	100,000	-80%
8040 Bridge Construction	99	556,576	-	-	-	-	0%
8060 Curbs, Sidewalk & Alleys	5,487	464,248	500,000	500,000	500,000	300,000	-40%
8080 Street Construction	604,482	940,435	777,250	777,250	777,250	616,000	-21%
8100 Misc. Improvement	7,578	185,314	170,000	170,000	170,000	15,000	-91%
8200 Vehicles and Equipment	-	-	100,000	100,000	100,000	157,000	57%
8220 Computer Equipment	-	-	-	-	-	-	0%
<b>Sub-Total Capital Outlay</b>	<b>647,671</b>	<b>2,236,012</b>	<b>2,047,250</b>	<b>2,047,250</b>	<b>2,047,250</b>	<b>1,188,000</b>	<b>-42%</b>
<b>Other</b>							
9100 Debt Service - Expense	685	650	-	-	-	-	0%
9150 Debt Service - Principal	480,350	466,700	711,750	711,750	711,750	-	-100%
9200 Debt Service - Interest	28,341	21,216	13,523	13,523	13,523	-	-100%
<b>Sub-Total Other</b>	<b>509,376</b>	<b>488,566</b>	<b>725,273</b>	<b>725,273</b>	<b>725,273</b>	<b>-</b>	<b>-100%</b>
<b>Transfer Out</b>							
To General Funds - Public Works Project	-	400,000	-	-	-	300,000	100%
<b>Sub-Total Transfer Out</b>	<b>-</b>	<b>400,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300,000</b>	<b>100%</b>
<b>Total</b>	<b>1,486,628</b>	<b>3,372,289</b>	<b>3,076,828</b>	<b>3,076,828</b>	<b>3,076,828</b>	<b>1,753,432</b>	<b>-43%</b>



Department	Parks Forestry Recreation
Program	Capital Improvement

Fund	Capital Impr Sales Tax
Account Number	12-50-90

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Capital Outlay</b>							
8010 Parks Improvement	-	-	-	-	-	127,535	100%
8100 Misc. Improvement	-	-	-	-	-	40,000	100%
8200 Vehicles and Equipment	-	-	-	-	-	14,500	100%
<b>Total</b>	-	-	-	-	-	<b>182,035</b>	<b>100%</b>

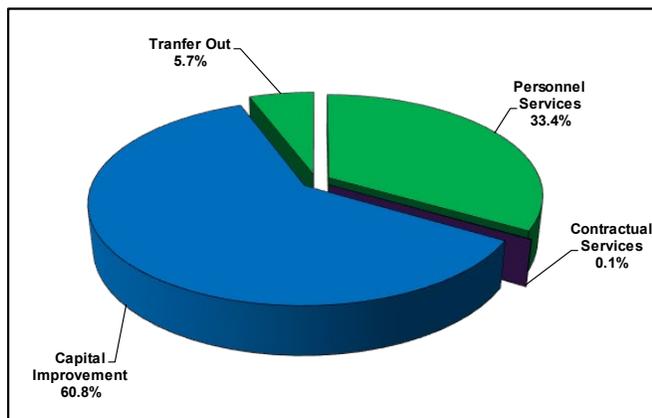
**PARK AND STORM WATER SALES TAX FUND**

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.

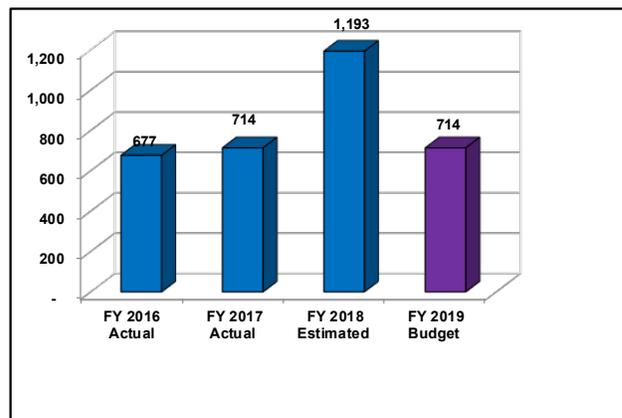
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	% over FY 2020
Personnel Services	258,895	258,209	291,873	291,873	291,873	238,229	-18%
Contractual Services	89,793	40,645	10,300	10,300	10,300	524	-95%
Capital Improvement	54,018	150,062	459,000	459,000	459,000	433,509	-6%
Other	274,274	265,519	390,532	390,532	390,532	-	-100%
Transfer Out	-	-	41,280	41,280	41,280	41,280	0%
	<b>676,980</b>	<b>714,435</b>	<b>1,192,985</b>	<b>1,192,985</b>	<b>1,192,985</b>	<b>713,542</b>	<b>-40%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Public Works
Program	Capital Improvement

Fund	Park and Strm Sales Tax
Account Number	14-40-90

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	185,369	178,687	195,520	195,520	195,520	164,050	-16%
5220 Injury Leave	(302)	715	-	-	-	-	0%
5230 Injury Leave - Taxable	340	-	-	-	-	-	0%
5340 Salaries- Part-time & Temp	3,974	3,382	3,000	3,000	3,000	-	-100%
5380 Overtime	3,144	8,479	3,000	3,000	3,000	-	-100%
5420 Workers Compensation	8,433	16,128	9,113	9,113	9,113	7,550	-17%
5460 Medical Insurance	38,927	37,033	42,800	42,800	42,800	31,065	-27%
5660 Social Security Contributions	10,942	11,176	12,150	12,150	12,150	10,170	-16%
5740 Pension Contribution Nonunif.	5,500	-	23,410	23,410	23,410	23,014	-2%
5860 Unemployment	-	-	-	-	-	-	0%
5900 Medicare	2,568	2,609	2,880	2,880	2,880	2,380	-17%
<b>Sub-Total Personnel Services</b>	<b>258,895</b>	<b>258,209</b>	<b>291,873</b>	<b>291,873</b>	<b>291,873</b>	<b>238,229</b>	<b>-18%</b>
<b>Contractual Services</b>							
6001 Auditing & Accounting	1,100	9,877	-	-	-	-	0%
6010 Professional Services	-	421	10,000	10,000	10,000	-	-100%
6050 Maintenance Contracts	411	(12,431)	-	-	-	-	0%
6270 Telephone & Pagers	18,742	42,778	300	300	300	524	75%
6530 Fleet Service & Replacement	69,540	-	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	<b>89,793</b>	<b>40,645</b>	<b>10,300</b>	<b>10,300</b>	<b>10,300</b>	<b>524</b>	<b>-95%</b>
<b>Other</b>							
9100 Debt Service - Expense	364	350	-	-	-	-	0%
9150 Debt Service - Principal	258,650	251,300	383,250	383,250	383,250	-	-100%
9200 Debt Service - Interest	15,260	11,424	7,282	7,282	7,282	-	-100%
9201 Interfund Loan- Interest	-	2,445	-	-	-	-	0%
<b>Sub-Total Other</b>	<b>274,274</b>	<b>265,519</b>	<b>390,532</b>	<b>390,532</b>	<b>390,532</b>	<b>-</b>	<b>-100%</b>
<b>Transfer Out</b>							
9950 To GF - Interfund Loan	-	-	41,280	41,280	41,280	41,280	0%
<b>Sub - Total Transfer Out</b>	<b>-</b>	<b>-</b>	<b>41,280</b>	<b>41,280</b>	<b>41,280</b>	<b>41,280</b>	
<b>Total</b>	<b>622,962</b>	<b>564,373</b>	<b>733,985</b>	<b>733,985</b>	<b>733,985</b>	<b>280,033</b>	<b>-62%</b>



Department	Parks, Rec & Forestry
Program	Capital Improvement

Fund	Park and Strm Sales Tax
Account Number	14-50-90

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Capital Outlay</b>							
8010 Parks Improvement	(6,827)	15,085	-	-	-	344,050	100%
8020 Golf Improvement	(21,944)	-	-	-	-	50,000	100%
8100 Misc. Improvement	82,788	134,977	459,000	459,000	459,000	39,459	-91%
<b>Sub-Total Capital Outlay</b>	<b>54,017</b>	<b>150,062</b>	<b>459,000</b>	<b>459,000</b>	<b>459,000</b>	<b>433,509</b>	<b>-6%</b>
<b>Total</b>	<b>54,017</b>	<b>150,062</b>	<b>459,000</b>	<b>459,000</b>	<b>459,000</b>	<b>433,509</b>	<b>-6%</b>

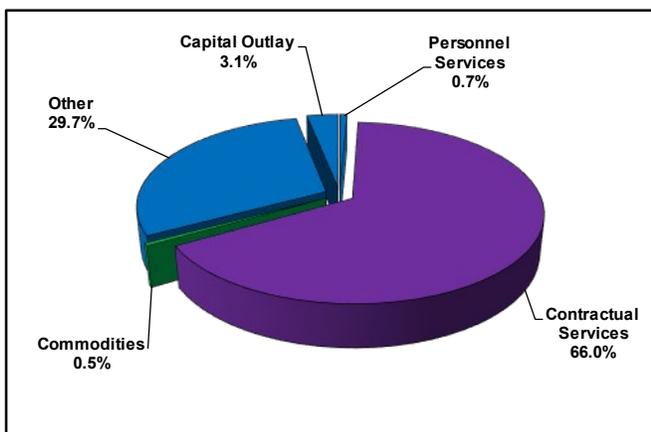
**PUBLIC PARKING GARAGE FUND**

The City operates a three-level, 113-space parking garage at 6319 Delmar Boulevard. Revenue sources are parking meter revenue, transient evening parking, monthly parking agreements and lease revenues from approximately 6500 SF of retail space on the street-level. Operations had been outsourced since inception of the facility to St. Louis parking. In the fall of 2019, all operations were successfully brought in-house to include accounting, cleaning, safety, maintenance, billing, and revenue collections. This resulted in a cleaner, safer facility that operates more efficiently. Staff has proposed utilizing an app-and text-pay system including an option for a pay station to further enhance customer experience, streamline monthly parking, and improve revenues.

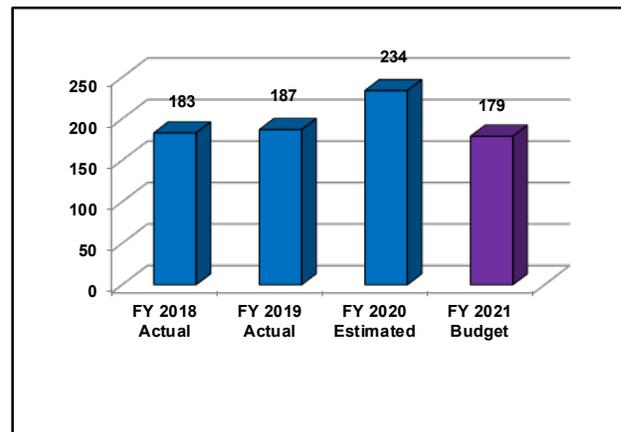
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Personnel Services	-	200.70	35,522	35,522	35,522	1,290	-96%
Contractual Services	180,303	177,727	125,167	125,167	125,167	118,194	-6%
Commodities	1,499	2,585	350	350	350	800	129%
Other	904	6,686	53,220	53,220	53,220	53,220	0%
Capital Outlay	-	-	20,000	20,000	20,000	5,627	-72%
<b>Total</b>	<b>182,706</b>	<b>187,199</b>	<b>234,259</b>	<b>234,259</b>	<b>234,259</b>	<b>179,131</b>	<b>-24%</b>

**FY 2021 Budget**



**Total Expenditures ('000)**



**GOALS**

1. To continue to maintain the Garage; identify short and long-term facility maintenance, repair and capital needs.
2. To fully tenant the street-level retail space.
3. To ensure the facility is safe and secure.
4. To identify additional rental income through parking space rentals.
5. To move to an APP-based payment platform.

**2021 BUDGET DETAILS**

The 2021 Budget includes funds for moving to an APP- and Text-based payment system as well as the installation of a pay station in the interior entryway as an additional option.

**FISCAL YEAR 2020 PERFORMANCE SUMMARY**

- Successfully transferred the garage operations from St. Louis Parking to in-house operations within the Economic Development Department that began in October 2019.
- Contracted with a cleaning company to ensure a clean, welcoming facility.
- Installed new LED lighting to improve safety and efficiency.
- Installed new security cameras that offer a real-time feed to the police department.
- Repairs were made to the upper northeast wall.
- In partnership with STL Artworks, installed a mural at the entrance.
- Continued to rent a portion of the parking spaces on a long-term basis to nearby businesses.



Department	Non Departmental
Program	Public Parking Garage

Fund	Parking Garage
Account Number	27-70-81

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	-	189	10,412	10,412	10,412	-	-100%
5220 Injury Leave	-	-	-	-	-	-	0%
5230 Injury Leave - Taxable	-	-	-	-	-	-	0%
5340 Salaries - Part-Time & Temp	-	-	20,000	20,000	20,000	-	-100%
5380 Overtime	-	-	-	-	-	-	0%
5420 Workers Compensation	-	-	840	840	840	-	-100%
5460 Medical Insurance	-	-	670	670	670	-	-100%
5660 Social Security Contributions	-	11	1,900	1,900	1,900	-	-100%
5740 Pension Contribution Nonunif.	-	-	1,250	1,250	1,250	1,290	3%
5860 Unemployment	-	-	-	-	-	-	0%
5900 Medicare	-	-	450	450	450	-	-100%
<b>Sub-Total Personnel Services</b>	<b>-</b>	<b>201</b>	<b>35,522</b>	<b>35,522</b>	<b>35,522</b>	<b>1,290</b>	<b>-96%</b>
<b>Contractual Services</b>							
6001 Accounting & Auditing	1,000	-	1,000	1,000	1,000	1,000	0%
6010 Professional Services	1,007	960	28,000	28,000	28,000	35,764	28%
6050 Maintenance Contracts	39,082	40,143	5,000	5,000	5,000	7,000	40%
6080 Accounting Fees	5,694	6,194	500	500	500	-	-100%
6160 Insurance-Property & Auto	13,000	12,000	13,390	13,390	13,390	15,600	17%
6170 Insurance-Liability	12,580	12,043	12,957	12,957	12,957	13,900	7%
6270 Telephone & Pagers	2,536	2,654	720	720	720	520	-28%
6310 Utilities	7,922	8,076	8,600	8,600	8,600	11,700	36%
6340 Safety/Security Services	10,446	13,161	-	-	-	-	0%
6430 Misc Maintenance & Repairs	5,292	5,861	21,000	21,000	21,000	6,800	-68%
6440 Maintenance & Repairs	2,892	1,493	-	-	-	-	0%
6490 Depreciation Equipment	62,157	61,889	-	-	-	-	0%
6540 Equipment Rental	62	-	-	-	-	-	0%
6670 Cashier's Over/Under	2,714	(2,511)	-	-	-	-	0%
6700 Misc Operating Services	1,030	541	-	-	-	120	100%
6740 Payroll Taxes	4,352	3,787	-	-	-	-	0%
6810 Lot Cleaning	8,536	11,435	34,000	34,000	34,000	25,790	-24%
<b>Sub-Total Contractual Services</b>	<b>180,303</b>	<b>177,727</b>	<b>125,167</b>	<b>125,167</b>	<b>125,167</b>	<b>118,194</b>	<b>-6%</b>
<b>Commodities</b>							
7001 Office Supplies	1,499	2,499	-	-	-	300	100%
7770 Uniforms & Safety Gear	-	36	-	-	-	-	0%
7810 Sign Supplies	-	50	350	350	350	500	43%
<b>Sub-Total Commodities</b>	<b>1,499</b>	<b>2,585</b>	<b>350</b>	<b>350</b>	<b>350</b>	<b>800</b>	<b>129%</b>
<b>Capital Outlay</b>							
8001 Building Improvements	-	-	20,000	20,000	20,000	5,627	-72%
<b>Sub-Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>5,627</b>	<b>-72%</b>
<b>Other</b>							
9200 Debt Service - Interest	383	754	-	-	-	-	0%
9201 Interfund Loan - Interest	521	5,932	-	-	-	-	0%
9202 Interfund Loan- Principal	-	-	-	-	-	-	0%
9250 Amortization Expense	-	-	-	-	-	-	0%
<b>Sub-Total Other</b>	<b>904</b>	<b>6,686</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Transfer Out</b>							
9950 To GF- Interfund Loan	-	-	53,220	53,220	53,220	53,220	0%
<b>Sub-Total Transfer Out</b>	<b>-</b>	<b>-</b>	<b>53,220</b>	<b>53,220</b>	<b>53,220</b>	<b>53,220</b>	<b>0%</b>
<b>Total</b>	<b>182,706</b>	<b>187,199</b>	<b>234,259</b>	<b>234,259</b>	<b>234,259</b>	<b>179,131</b>	<b>-24%</b>



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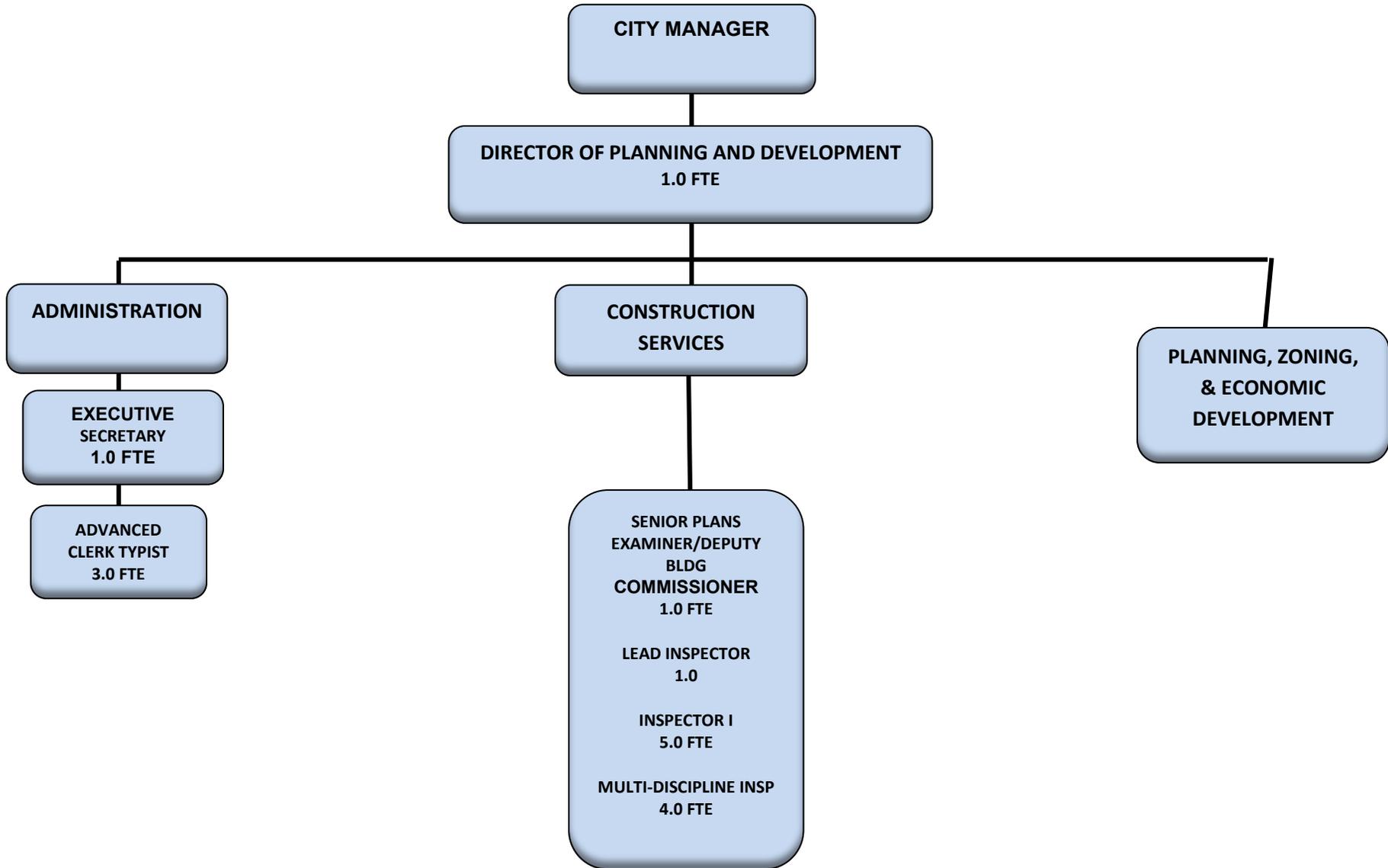


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# PLANNING AND DEVELOPMENT





The Planning and Development Department is responsible for a wide range of functions related to community change, enhancement and preservation. Areas of responsibility include planning and zoning, housing and community development, building inspection and plan review services.

The Department provides staff support for a number of 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. The Department coordinates short range and long range planning efforts of the City thru its partnership with the appointed Planning Commission and Historic Preservation Commission. Together, these interrelated functions help ensure that University City is a strategically planned and sustainable community that provides its citizens a high quality of life.

The Planning and Development Department Services are offered in 3 Divisions:

- (1) Administration
  - a. Occupancy Permits
  - b. Customer Service
- (2) Construction & Housing Services
  - a. Plan Review
  - b. Building Permits & Inspections
  - c. Property Maintenance & Housing
- (3) Planning and Zoning Division
  - a. Short Range Planning Functions
  - b. Long Range Planning Functions
  - c. Zoning Administration

### **Mission Statement**

The Planning and 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.



**PERSONNEL SUMMARY**

**Full-Time**

	FY 2019 Authorized	FY 2020 Authorized	FY 2021 Authorized
<b>Planning and Development Personnel</b>			
<i>Community Development Operations</i>			
Director of Planning & Development	1.0	1.0	1.0
Deputy Director of Construction & Facilities Maintenance/Building Commissioner	1.0	-	-
Deputy Director of Economic & Community Development	1.0	-	-
Senior Plans Examiner/Deputy Building Commissioner	1.0	1.0	1.0
Planner	2.0	1.0	-
Multi-Discipline Inspector	5.0	5.0	4.0
Lead Inspector	-	1.0	1.0
Inspector II	2.0	-	-
Inspector I	3.0	5.0	5.0
Executive Secretary to Director	1.0	1.0	1.0
Advanced Clerk Typist	3.0	3.0	3.0
<i>Economic Development</i>			
Economic Development Manager	-	-	-
<b>Planning &amp; Development Operations Personnel Total</b>	<b>20.0</b>	<b>18.0</b>	<b>16.0</b>

**Part-Time**

	FY 2019 Authorized	FY 2020 Authorized	FY 2021 Authorized
<b>Planning and Development Personnel</b>			
<i>Planning &amp; Development Operations</i>			
Senior Services Coordinator	0.5	-	-
Clerk Typist	0.5	0.6	-
<b>Planning and Development Personnel Total</b>	<b>1.0</b>	<b>0.6</b>	<b>-</b>



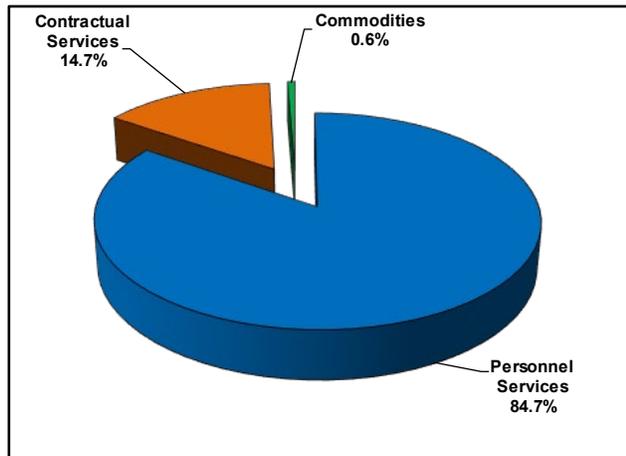
**ADMINISTRATION DIVISION**

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 Planning & Development Director supervises the day-to-day activities of the department, and reports to the City Manager.

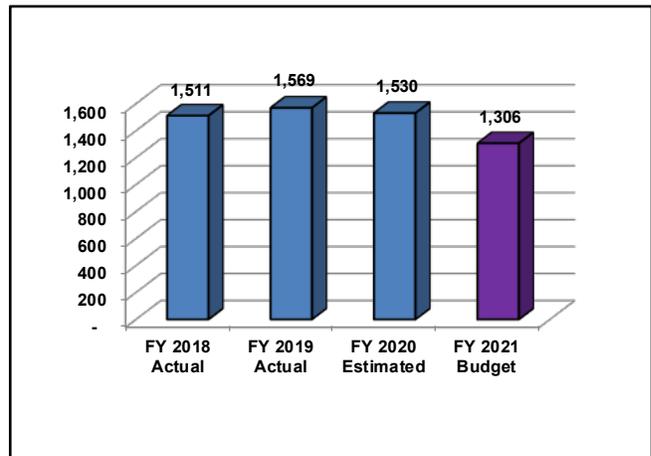
**BUDGET EXPENDITURES**

<b>Administration</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Personnel Services	1,310,272	1,396,526	1,335,823	1,335,823	1,335,823	1,105,590	-17%
Contractual Services	191,080	164,272	182,944	182,944	182,944	192,125	5%
Commodities	9,331	7,921	10,750	10,750	10,750	8,250	-23%
<b>Total</b>	<b>1,510,683</b>	<b>1,568,719</b>	<b>1,529,517</b>	<b>1,529,517</b>	<b>1,529,517</b>	<b>1,305,965</b>	<b>-15%</b>

**FY 2021 Budget**



**Total Expenditures**





**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 improve clerical support for professional staff.
6. To update our Policy and Procedures manual.
7. To evaluate position descriptions and Civil Service classifications; propose adjustments as necessary.
8. To increase training of software (Tyler Technologies/New World/MyGov/ESRI GIS)
9. To prepare a Department specific new employee manual and training schedule.

**2021 BUDGET DETAILS**

Budget details for the 2021 Planning and Development Administrative Division program accounts include contractual services to continue the MyGov permitting system, continued training to improve customer service, evaluation and updates to forms and applications.

**FISCAL YEAR 2020 PERFORMANCE SUMMARY**

- Staff processed over several thousand permit applications and collected over \$1.1 million in permit and inspection fees.
- Staff increased level of administrative support for Boards and Commissions.
- Staff improved Board and Commission orientation materials.
- Staff worked with City Departments to improve enforcement policy.
- Staff increased software training and knowledge
- Staff standardized some Department administrative procedures and forms.



**CONSTRUCTION SERVICES DIVISION**

**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, storm water, environmental and animal control issues. The Construction Services personnel and operational functions are included in the Planning and Development Department division budget.

**GOALS**

1. To continue to administer standards and codes in a balanced, consistent, efficient, professional and timely manner.
2. To continue to educate the public and contractors about codes through regular attendance at Focus Group meetings, individual project meetings and enhanced publications.
3. To continue to increase the number of professional certifications held by property maintenance and construction inspectors.
4. To adopt the 2018 building and property maintenance codes.
5. To continue to review national and international codes and recommend new processes for ensuring compliance.
6. To continue to cross-train staff on plans review.
7. To continue regular, proactive exterior inspections, particularly along Olive Boulevard.
8. To continue to maintain the problem properties list; focus enforcement as needed.
9. To continue to implement technology initiatives to provide better access to project information and permits.

**2021 BUDGET DETAILS**

Budget details for the 2020 Construction Division program accounts include updated building codes and improved utilization of fleet vehicles and technology. An additional focus will be on staff training and updating of policies and procedures to improve departmental efficiency and service.

**FISCAL YEAR 2020 PERFORMANCE SUMMARY**

- Staff performed over 25,000 construction and property maintenance inspections and re-inspections.
- Continued education and understanding of Codes.
- Staff enhanced the problem properties inspection and monitoring 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.
- Assistance in Zoning Regulations.
- 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.



**PERFORMANCE MEASUREMENTS**

	<b>FY 2016</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>
	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Projected</b>
<b>Inspections:</b>				
Property Maintenance Inspections/Re-inspection	12,909	13,000	12,000	13,000
Commercial inspections	150	150	100	200
Inspection of building exteriors	1,200	1,200	1,000	1,200
Construction inspections	12,900	13,000	12,400	13,500
<b>Building and Occupancy Permits:</b>				
Building/Plumbing/Mechanical Permits	3,825	3,850	3,200	3,900
Electrical permits issued	1,210	1,250	1,000	1,500
Residential occupancy permits/amendments	4,225	4,225	4,200	4,500
Commercial occupancy permits issued	110	110	100	100
Vacant building registrations	115	115	110	150
Environmental inspections	9,080	9,000	8,500	9,500
Facilities Maintenance Calls (minor, custodial, healing, air conditioning, plumbing and electrical)	4,500	4,500	4,000	4,500



**PLANNING AND ZONING DIVISION**

**Planning and Zoning**

This Division facilitates land use planning efforts for the City consistent with local, state and federal ordinances and statutes. Specific tasks include the administration and enforcement of the zoning code, preparation and implementation of the City's Comprehensive Plan, Neighborhood Revitalization Plans and grant acquisition and administration.

**GOALS**

1. To update and adopt a new 2040 Comprehensive Plan.
2. To initiate adjustments to the Zoning Code to address the most pressing issues.
3. To continue to work with Economic Development Department to attract, retain and expand business and industry.
4. To partner with organizations to promote infill development.
5. To identify priority sites for redevelopment and issue Requests For Proposals when appropriate.
6. To provide education and training to Boards and Commissions on various topics associated with state laws and ethical practices.
7. To obtain and administer state and federal grant opportunities.
8. To streamline regulations to improve the City's systems and business climate.
9. To continue to improve technology resources such as GIS, NewWorld, etc.
10. To expand upon the City's community development, housing and neighborhood revitalization and redevelopment programs through a comprehensive planning process and efforts.

**2021 BUDGET DETAILS**

Budget details for the 2020 Planning and Zoning Division program accounts include the adoption of a new 2040 Comprehensive Plan, completion of a Neighborhood Revitalization Plan and completion of an Olive Corridor Plan. Additional departmental projects will include text amendments and updates to the zoning ordinance and land development regulations along with continued administration of the current codes.

**FISCAL YEAR 2020 PERFORMANCE SUMMARY**

- Staff prepared material and RFP for 2040 Comprehensive Plan.
- Text Amendments to Zoning Ordinance.
- Identified potential locations for land use associated with state legislation.
- Continued Community Outreach concerning projects.
- Identified potential land banking program.
- Coordinated Plan Review within Department and Neighborhood Associations.
- Identified potential funding sources such as CDBG, HUD, EDA, etc.



**PERFORMANCE MEASUREMENTS**

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	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Year to Date</b>
<b>Zoning and Land Use Permits</b>			
Site Plan Review	5	0	1
Conditional Use Permit	6	2	11
Variance	6	0	0
Appeal	0	0	0
Rezoning	2	0	2
Subdivisions	3	1	3
Text Amendments	2	1	3

***Note: Cases addressed by staff and commissions but not necessarily adopted or acted on.***



Department	Planning & Development
Program	Planning & Development

Fund	General
Account Number	01-45-40

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	909,160	993,179	961,523	961,523	961,523	779,035	-19%
5220 Injury Leave	1,246	428	-	-	-	20,000	100%
5340 Salaries - Part-time & Temp	1,243	28,008	20,000	20,000	20,000	-	-100%
5380 Overtime	30,498	366	2,000	2,000	2,000	2,000	0%
5420 Workers Compensation	-	64,852	41,900	41,900	41,900	27,590	-34%
5460 Medical Insurance	27,616	113,033	123,000	123,000	123,000	108,080	-12%
5660 Social Security Contributions	124,573	58,487	58,600	58,600	58,600	48,300	-18%
5740 Pension Contribution Nonunif.	55,863	124,519	115,100	115,100	115,100	109,290	-5%
5860 Unemployment	147,000	-	-	-	-	-	0%
5900 Medicare	13,073	13,652	13,700	13,700	13,700	11,295	-18%
<b>Sub-Total Personnel Services</b>	<b>1,310,272</b>	<b>1,396,526</b>	<b>1,335,823</b>	<b>1,335,823</b>	<b>1,335,823</b>	<b>1,105,590</b>	<b>-17%</b>
<b>Contractual Services</b>							
6010 Professional Services	13,804	15,545	10,000	10,000	10,000	-	-100%
6010 Professional Services -NOVUS Project	9,464	(5,923)	-	-	-	-	0%
6020 Legal Services	7,505	-	9,000	9,000	9,000	4,000	-56%
6050 Maintenance Contracts	76,254	66,046	83,000	83,000	83,000	73,000	-12%
6070 Temporary Labor	-	-	-	-	-	-	0%
6090 Postage	-	-	-	-	-	-	0%
6110 Mileage Reimbursement	21,532	27,535	9,000	9,000	9,000	9,000	0%
6120 Professional Development	299	2,005	3,000	3,000	3,000	1,000	-67%
6130 Advertising & Public Notices	3,214	636	1,000	1,000	1,000	1,000	0%
6140 Photo & Blueprinting Services	-	-	-	-	-	-	0%
6150 Printing Services	646	366	3,000	3,000	3,000	3,000	0%
6170 Insurance - Liability	4,800	4,500	4,944	4,944	4,944	5,175	5%
6270 Telephone & Pagers	15,157	15,234	14,000	14,000	14,000	14,000	0%
6400 Office Equipment Maintenance	-	-	-	-	-	-	0%
6510 Demolition & Board Up	-	-	10,000	10,000	10,000	50,000	400%
6530 Fleet Service & Replacement <sup>1</sup>	8,140	8,386	-	-	-	2,500	100%
6560 Technology Services	-	-	-	-	-	-	0%
6600 Tuition Reimbursement	-	750	700	700	700	750	7%
6610 Staff Training	3,982	5,289	5,000	5,000	5,000	2,000	-60%
6650 Membership & Certification	1,640	3,347	5,000	5,000	5,000	3,200	-36%
6670 Cashier's Over/Under	-	(50)	-	-	-	-	0%
6680 Subdivision Fees & Taxes	3,598	-	-	-	-	-	0%
6700 Misc. Operating Services	-	(1,249)	5,000	5,000	5,000	3,000	-40%
6730 Lien Recording Fees	24	-	300	300	300	500	67%
6770 Bank & Credit Card Fees	21,021	21,854	20,000	20,000	20,000	20,000	0%
<b>Sub-Total Contractual Services</b>	<b>191,080</b>	<b>164,272</b>	<b>182,944</b>	<b>182,944</b>	<b>182,944</b>	<b>192,125</b>	<b>5%</b>
<b>Commodities</b>							
7001 Office Supplies	2,191	2,436	3,000	3,000	3,000	3,000	0%
7050 Publications	2,869	2,763	2,000	2,000	2,000	1,000	-50%
7090 Office & Computer Equip.	-	470	2,000	2,000	2,000	500	-75%
7330 Food	349	591	-	-	-	-	0%
7450 Photographic Supplies	-	175	250	250	250	250	0%
7570 Hardware & Hand Tools	2,575	758	1,000	1,000	1,000	1,000	0%
7770 Uniform & Safety Gear	1,347	728	2,500	2,500	2,500	2,500	0%
7851 Home Rehabilitation Grants	-	-	-	-	-	-	0%
<b>Sub-Total Commodities</b>	<b>9,331</b>	<b>7,921</b>	<b>10,750</b>	<b>10,750</b>	<b>10,750</b>	<b>8,250</b>	<b>-23%</b>
<b>Total</b>	<b>1,510,683</b>	<b>1,568,719</b>	<b>1,529,517</b>	<b>1,529,517</b>	<b>1,529,517</b>	<b>1,305,965</b>	<b>-15%</b>

**ECONOMIC DEVELOPMENT**

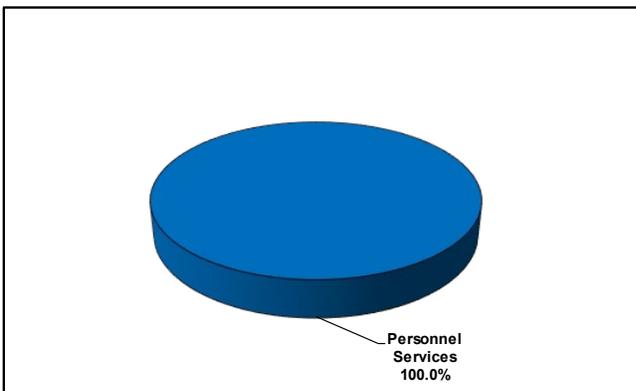
This Division works in partnership with the community and other city departments to grow the city's economic base by facilitating efforts in business retention, expansion and attraction efforts as well as being a resource for entrepreneurial growth. Specific tasks include the creation and adherence to a strategic plan for economic development, being a liaison to the business community, connecting and providing resources for businesses including connections to financing resources, venture capital, physical space needs and business planning. This division is also responsible for managing the City's four-story parking garage on Delmar Blvd and the street-level retail spaces.

This Division also helps administer the City's one quarter (¼) percent sales tax on retail sales to be used for economic development purposes ("Economic Development Retail Sales Tax – EDRST"). The budget expenditures detailed below represent projects and programs using EDRST funds.

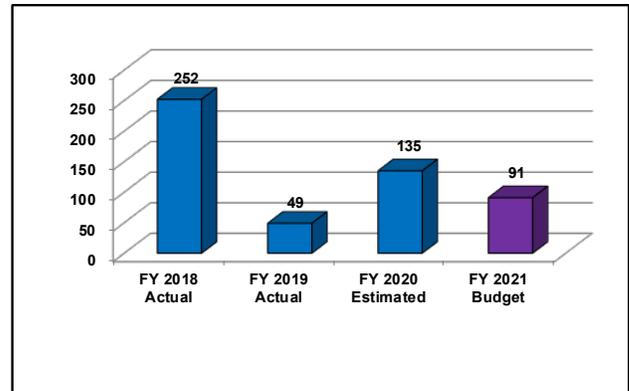
**BUDGET EXPENDITURES (ECONOMIC DEVELOPMENT RETAIL SALES TAX FUND)**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Personnel Services	9,377	43,728	118,397	118,397	118,397	90,965	-23%
Contractual Service	215,850	4,347	16,345	16,345	16,345	-	-100%
Commodities	-	614	-	-	-	-	0%
Capital Outlay	27,254	-	-	-	-	-	0%
<b>Total</b>	<b>252,481</b>	<b>48,689</b>	<b>134,742</b>	<b>134,742</b>	<b>134,742</b>	<b>90,965</b>	<b>-32%</b>

**FY 2021 Budget**



**Total Expenditures ('000)**



**GOALS**

1. Completion and Implementation of the Strategic Plan for Economic Development prepared by The i5 Group.
2. Assist businesses during the economic recovery by being a resource and partner in their efforts.
3. Continue to identify highest and best use of city-owned properties available for redevelopment.
4. Ensure that the parking garage operates at an optimal level and monitor income and expenses as an enterprise fund.
5. Fill all street-level retail spaces at 6321-6325 Delmar and maintain tenant relations. Closely monitor revenues associated with these spaces.
6. Partner with various economic development agencies such as the STL Economic Development Alliance, the St. Louis Economic Development Partnership and the State Department of Economic Development to promote economic growth and recovery.
7. Continue to identify process improvements and tracking mechanisms for the Economic Development Retail Sales Tax (EDRST) and ensure projects meet the criteria outlined by state statute. Assist the EDRST Board in adhering to these criteria.
8. Create new economic development marketing materials, including print and digital.
9. Regularly meet with business owners in the community as part of business retention and recovery efforts.

**2020 BUDGET DETAILS - EDRST**

Budget details for the 2020 EDRST budget include funds to cover the salary and benefits for the Economic Development position to carry out city-wide economic development activities and administer the use of the EDRST. Criteria for other uses for the funds must meet the following criteria:

- Alignment with the City's Comprehensive Plan
- Ability to leverage additional resources
- Ability to be long-lasting and value added
- Ability to redevelop vacant properties
- Potential to act as a catalyst for additional development
- Potential to provide employment opportunity
- Appropriate alignment of business fit in the target area.

Additionally, the use of EDRST funds must be in accordance with Section 120.520 of the municipal code. Funds are allocated to City departments, organizations or toward projects that assist the City in attaining economic development goals.



**FISCAL YEAR 2020 PERFORMANCE SUMMARY**

- Obtained a Hotel Feasibility Study, conducted by HVS (Hospitality Valuation Services).
- Relunched the Façade Improvement Program with \$150,000 allocated by EDRST Board. 16 project requests were received (as of 4/15/20) in the amount of \$100,255 with \$79,268 awarded.
- The i5 Group was chosen as the consultant to prepare an Economic Development Strategic Plan. The process began in late 2019 and will finalize in the fall of 2020.
- Successfully transferred management of the Delmar Blvd. parking garage from St. Louis Parking to in-house, including staffing, maintenance, security & safety, and revenue management.
- Staff provided support for the Economic Development Retail Sales Tax Board and administration of sales tax funds awarding \$627,973 to local organizations and businesses.
- Updated economic development web page to include a sites and properties database and a COVID19 Resource page.
- Provided administrative support to the Loop Special Business District.
- Business retention visits were conducted to assist current businesses with needs and concerns.
- Business recruitment included targeted canvassing efforts and strategic retail recruitment based on data from the firm Retail Strategies.
- Engaged commercial real estate firm CBRE to assist with leasing city-owned spaces in the Delmar Loop.
- Issued an RFP for city-owned property at Olive Blvd & Midland Blvd., resulting in one proposal for an apartment complex.

**PERFORMANCE MEASUREMENTS**

	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Through 4/15/20</b>	<b>FY 2021 Projected</b>
<b>Existing Business Outreach Visits</b>	-	21	16	40
<b>Prospect Interactions</b>	-	29	30	50
<b>Total Business Licenses *(May 1 Renewal)</b>	805	800	N/A* 757 Projected	780
<b>New Business Licenses</b>	88	85	*70 Projected	70
<b>Business License Revenues</b>	\$506,395	\$529,612	\$500,000	\$500,000



Department	Planning and Development
Program	Economic Dev Sales Tax Operation

Fund	Econ Dev
Account Number	11-45-78

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	5,528	1,705	93,716	93,716	93,716	49,265	-47%
5340 Salaries- Part-Time & Temp	-	-	-	-	-	26,655	100%
5420 Workers Compensation	11	-	225	225	225	2,320	931%
5460 Medical Insurance	428	-	6,030	6,030	6,030	-	-100%
5660 Social Security Contributions	327	101	5,810	5,810	5,810	4,710	-19%
5740 Pension Contribution Nonunif.	3,000	-	11,216	11,216	11,216	6,915	-38%
5900 Medicare	83	-	1,400	1,400	1,400	1,100	-21%
<b>Sub-Total Personnel Services</b>	<b>9,376</b>	<b>1,806</b>	<b>118,397</b>	<b>118,397</b>	<b>118,397</b>	<b>90,965</b>	<b>-23%</b>
<b>Contractual Services</b>							
6001 Auditing & Accounting	1,000	-	1,000	1,000	1,000	-	-100%
6010 Professional Services	32,860	300	2,000	2,000	2,000	-	-100%
6040 Events and Receptions	119,432	73,195	2,000	2,000	2,000	-	-100%
6050 Maintenance Contracts	60,288	74,055	-	-	-	-	0%
6120 Professional Development	-	-	8,000	8,000	8,000	-	-100%
6130 Advertising & Public Notices	1,000	19,359	-	-	-	-	0%
6150 Printing Services	1,270	5,275	-	-	-	-	0%
6270 Telephone & Pagers	-	-	720	720	720	-	-100%
6400 Office Equipment Maintenance	-	-	1,100	1,100	1,100	-	-100%
6650 Memberships and Certifications	-	-	1,525	1,525	1,525	-	-100%
6795 Forgivable Loan - Loop Trolley	-	-	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	<b>215,850</b>	<b>172,184</b>	<b>16,345</b>	<b>16,345</b>	<b>16,345</b>	<b>-</b>	<b>-100%</b>
<b>Commodities</b>							
7855 Promotional Supplies	-	2,265	-	-	-	-	0%
<b>Sub-Total Commodities</b>	<b>-</b>	<b>2,265</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Capital Outlay</b>							
8100 Misc. Improvements	27,254	16,586	-	-	-	-	0%
<b>Sub-Total Capital Outlay</b>	<b>27,254</b>	<b>16,586</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Transfer Out</b>							
9950 To GF - Economic Development Position	-	133,000	-	-	-	-	0%
<b>Sub-Total Transfer Out</b>	<b>-</b>	<b>133,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Total</b>	<b>252,480</b>	<b>325,841</b>	<b>134,742</b>	<b>134,742</b>	<b>134,742</b>	<b>90,965</b>	<b>-32%</b>



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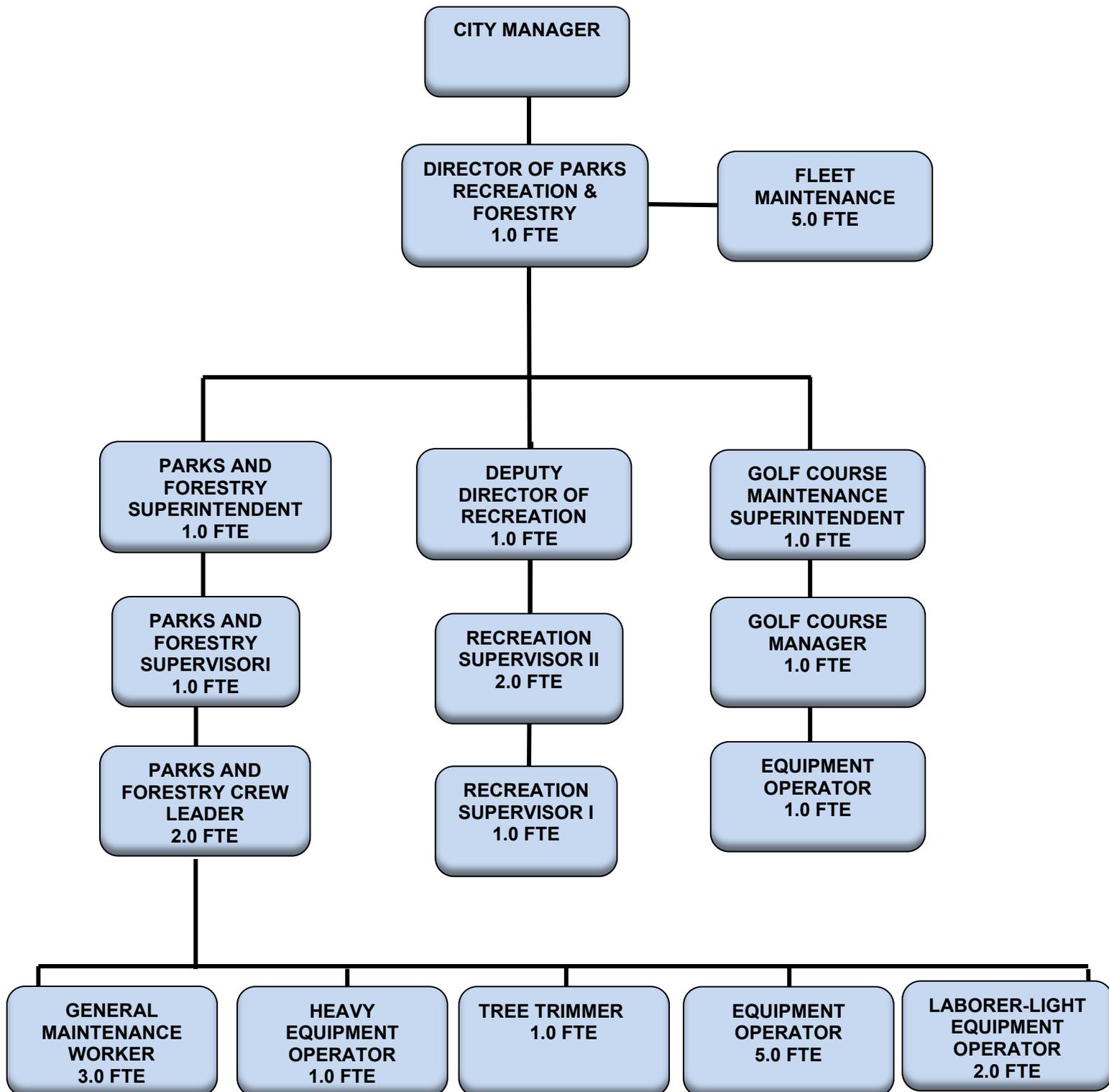


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# PARKS, RECREATION AND FORESTRY





# PARKS RECREATION AND FORESTRY

## PARKS, RECREATION AND FORESTRY

The Parks, Recreation and Forestry Department provides programs and facilities to support citizens' diverse interest in parks, recreation, and culture. The department's core services are dispersed throughout the City to enable access to all residents of the community, ranging from toddler to senior adult. The core service areas are Administration, Recreation Services, Park Maintenance, Forestry and the Golf Course.

### PERSONNEL SUMMARY

<b>Full-Time Personnel Summary</b>	<b>FY2019 Authorized</b>	<b>FY2020 Authorized</b>	<b>FY2021 Authorized</b>
<i>Parks and Forestry Maintenance</i>			
Parks Maintenance Superintendent	1.0	1.0	1.0
Forestry Supervisor	1.0	1.0	1.0
Crew Leader	3.0	2.0	2.0
General Maintenance Worker	3.0	3.0	3.0
Heavy Equipment Operators	1.0	1.0	1.0
Tree Trimmer	2.0	2.0	1.0
Equipment Operator	5.0	5.0	5.0
Laborer-Light Equipment Operator	2.0	2.0	2.0
<i>Parks and Forestry Maintenance Personnel Total</i>	18.0	17.0	16.0
<i>Fleet Maintenance</i>			
Fleet Manager	-	1.0	1.0
Lead Mechanic	-	1.0	-
Mechanic	-	4.0	4.0
<i>Fleet Maintenance Personnel Total</i>	-	6.0	5.0
<i>Golf Course Maintenance &amp; Recreation</i>			
Golf Course Superintendent	1.0	1.0	1.0
Golf Course Manager	1.0	1.0	1.0
Equipment Operator	1.0	1.0	1.0
<i>Golf Course Maintenance &amp; Recreation Personnel Total</i>	3.0	3.0	3.0
<i>Recreation</i>			
Director of Parks, Recreation & Forestry	1.0	1.0	1.0
Deputy Director of Recreations	1.0	1.0	1.0
Recreation Supervisor II	2.0	2.0	2.0
Recreation Supervisor I	1.0	1.0	1.0
<i>Recreation Personnel Total</i>	5.0	5.0	5.0
<b>Parks, Recreation and Forestry Full-Time Total</b>	<b>26.0</b>	<b>31.0</b>	<b>29.0</b>



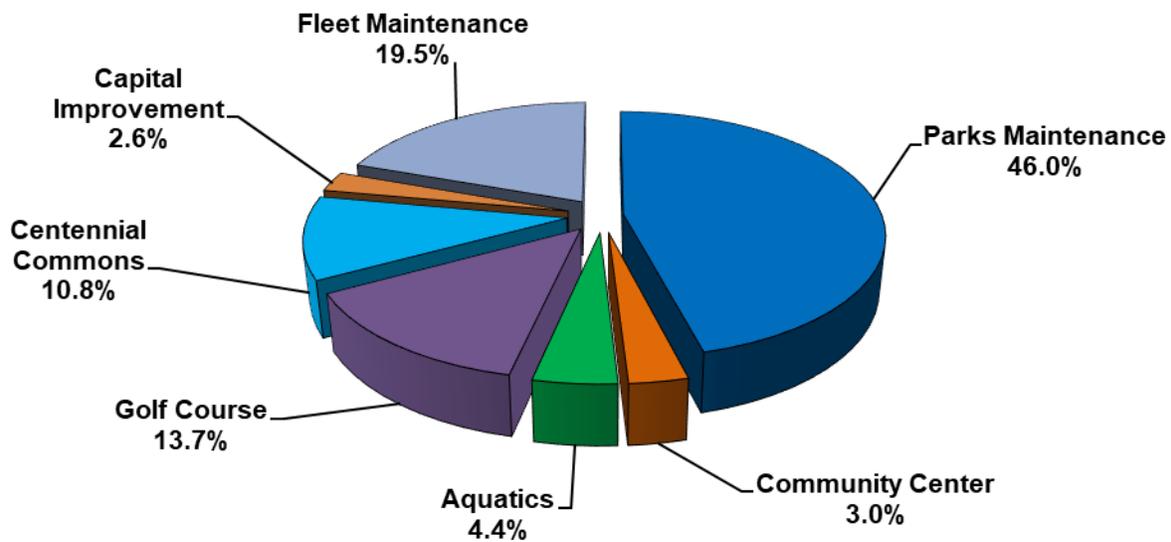
## PARKS RECREATION AND FORESTRY

Part-Time Personnel Summary	FY2019 Authorized	FY2020 Authorized	FY2021 Authorized
<i>Park Maintenance</i>			
Laborer	2.1	0.8	-
Park Attendant	0.2	-	-
<i>Park Maintenance Personnel Total</i>	2.3	0.8	-
<i>Golf Course Maintenance &amp; Recreation</i>			
Golf Course Attendant	3.6	3.6	3.6
Laborer	0.5	0.5	0.5
<i>Golf Course Maintenance &amp; Recreation Total</i>	4.1	4.1	4.1
<i>Recreation</i>			
Custodian	0.8	-	-
Senior Services Coordinator	0.5	0.5	0.5
Recreation Program Supervisor	1.3	-	-
Recreation Program Leader	0.4	-	-
Camp Director	0.2	0.2	-
Assistant Camp Director	0.4	0.4	-
Inclusion Counselor	0.5	0.5	-
Camp Counselor	1.8	2.0	-
Recreation Specialist III	1.4	-	-
Recreation Specialist II	11.4	-	-
Recreation Specialist I	4.5	-	-
Facility Attendant	-	2.5	2.5
Facility Attendant II	-	0.8	0.8
Child Care Assistant	-	.08	0.8
Control Desk Associate	-	2.5	2.5
<i>Recreation Personnel Total</i>	23.2	10.2	7.0
<i>Aquatics</i>			
Pool Manager	-	0.3	0.3
Assistance Pool Manager	-	0.5	0.5
Pool Technician	-	0.1	0.1
Head Lifeguard	-	0.6	0.6
Life Guards	-	4.9	4.0
Swim Instructors	-	0.4	0.4
Cashiers	1.1	2.7	2.7
	1.1	9.5	9.5
<b>Parks, Recreation and Forestry Part-Time Total</b>	<b>35.4</b>	<b>34.8</b>	<b>20.6</b>



## PARKS RECREATION AND FORESTRY

Program	Personnel	Contractual	Commodities	Capital Outlay	Other	Total
Parks Maintenance	930,327	639,239	136,245	54,000	1,136,331	2,896,142
Community Center	113,453	64,509	12,000	3,000	-	192,962
Aquatics	132,441	87,467	46,150	8,100	-	274,158
Golf Course	363,059	192,781	150,600	100,000	53,220	859,660
Centennial Commons	360,584	272,779	41,450	6,002	-	680,815
Capital Improvement	-	-	-	163,280	-	163,280
Fleet Maintenance	477,406	357,525	394,400	-	-	1,229,331
<b>Total</b>	<b>2,377,270</b>	<b>1,614,300</b>	<b>780,845</b>	<b>334,382</b>	<b>1,189,551</b>	<b>6,296,348</b>



### GOALS

1. Institute efficient and effective overall management of park facilities
2. Improve Heman Park Facility
3. Identify events that would enhance resident quality of life
4. Continue tree replacement program

### SIGNIFICANT CHANGES OVER FY 2020

1. Creation of a New Department
2. Creation of Golf Course Enterprise Fund
3. Took over the responsibility of Fleet Operations



**PARKS MAINTENANCE AND FORESTRY**

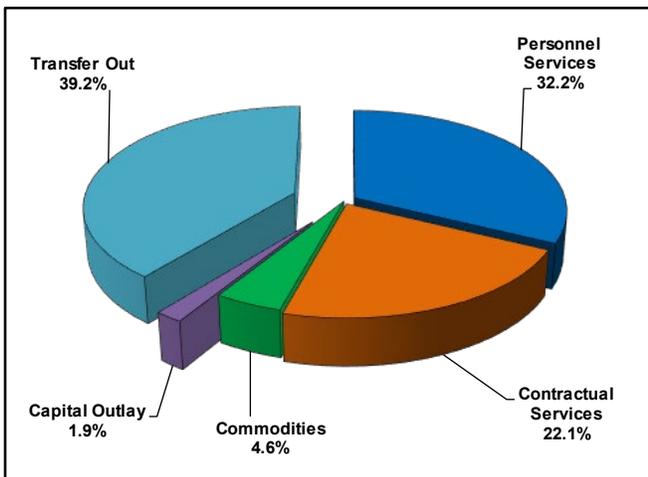
Park Maintenance and Forestry is responsible for the development and maintenance of the parks and greenways of the City. There are approximately 150 City-owned parcels (comprising 232 acres) which require grass trimming, snow removal, trash/litter collection; fixtures repaired and painted, trees and 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 is responsible for the maintenance and repair of 391 City owned street and pedestrian lights; as well as working with 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.

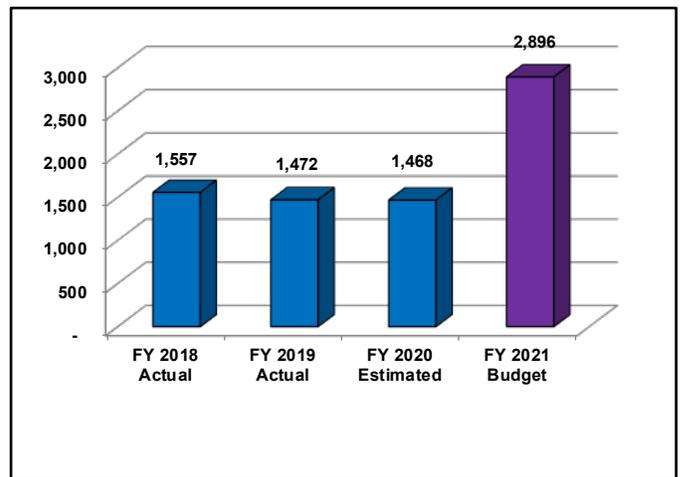
**BUDGET EXPENDITURES**

<b>Parks &amp; Forestry</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Personnel Services	868,963	953,428	957,150	957,150	957,150	930,327	-3%
Contractual Services	628,701	472,452	422,000	422,000	422,000	639,239	51%
Commodities	59,498	45,438	67,850	67,850	67,850	136,245	101%
Capital Outlay	-	715	21,000	21,000	21,000	54,000	157%
Transfer Out	-	-	-	-	-	1,136,331	100%
<b>Total</b>	<b>1,557,162</b>	<b>1,472,032</b>	<b>1,468,000</b>	<b>1,468,000</b>	<b>1,468,000</b>	<b>2,896,142</b>	<b>97%</b>

**FY 2021 Budget**



**Total Expenditures**





### GOALS

1. Replace deteriorating playground equipment at Rabe, Metcalfe and Ackert Parks
2. Continue to upgrade park facilities to meet ADA compliance
3. Acquire St. Louis County Municipal Park Grant for playground replacement and improvements
4. Continue six year ash tree replacement plan
5. Upgrade facilities to meet Metropolitan Sewer District MS4 requirements

### 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. Louis City and County will increase the number of tree removals and replanting needed in University City over the next several years.

### FISCAL YEAR 2020 PERFORMANCE SUMMARY

1. Removed deteriorated tennis court at Fogerty Park
2. Acquired St. Louis County Municipal Grant for phase II improvements at Fogerty Park.
3. Completed Phase I renovations at Majerus Park, which included playground replacement and trail improvements
4. Skinned dirt infields were renovated at Jack Buck Field and #6 Softball in Heman Park
5. Replaced main drain valves and repaired broken 8" return line at Heman Pool
6. Converted light fixtures in the Centennial Commons to LED



Department	Parks, Forestry & Recreation
Program	Park Maintenance

Fund	General
Account Number	01-50-45

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	560,748	607,333	628,600	628,600	628,600	606,460	-4%
5220 Injury Leave	(1,247)	2,287	-	-	-	-	0%
5230 Injury Leave - Taxable	956	-	-	-	-	-	0%
5340 Salaries - Part-Time & Temp	19,191	21,455	25,000	25,000	25,000	25,180	1%
5380 Overtime	11,128	25,127	10,000	10,000	10,000	10,000	0%
5420 Workers Compensation	25,734	51,779	31,300	31,300	31,300	29,210	-7%
5460 Medical Insurance	113,967	118,924	137,000	137,000	137,000	117,817	-14%
5660 Social Security Contributions	33,997	37,702	40,500	40,500	40,500	40,515	0%
5740 Pension Contribution Nonunif.	95,000	79,265	75,250	75,250	75,250	91,670	22%
5860 Unemployment	1,510	794	-	-	-	-	0%
5900 Medicare	7,978	8,763	9,500	9,500	9,500	9,475	0%
<b>Sub-Total Personnel Services</b>	<b>868,963</b>	<b>953,428</b>	<b>957,150</b>	<b>957,150</b>	<b>957,150</b>	<b>930,327</b>	<b>-3%</b>
<b>Contractual Services</b>							
6010 Professional Services	-	6,000	5,000	5,000	5,000	5,000	0%
6030 Medical Service	-	-	-	-	-	192	100%
6050 Maintenance Contracts	186,232	128,388	172,000	172,000	172,000	365,100	112%
6070 Temporary Labor	11,552	7,977	5,000	5,000	5,000	-	-100%
6090 Postage	-	-	-	-	-	16,000	100%
6110 Mileage Reimbursement	-	187	-	-	-	1,000	100%
6120 Professional Development	412	1,475	6,500	6,500	6,500	4,400	-32%
6130 Advertising & Public Notices	-	-	-	-	-	282	100%
6150 Printing Services	-	-	-	-	-	197	100%
6160 Insurance- Property & Auto	-	43,000	60,000	60,000	60,000	60,000	0%
6170 Insurance - Liability	6,602	8,000	12,000	12,000	12,000	12,000	0%
6210 Insurance - Flood	11,153	11,716	10,000	10,000	10,000	10,000	0%
6250 Natural Gas	4,707	3,737	3,000	3,000	3,000	3,800	27%
6260 Electricity	43,591	41,076	40,000	40,000	40,000	40,000	0%
6270 Telephone & Pagers	2,727	2,852	3,000	3,000	3,000	3,264	9%
6280 Water	48,634	39,145	45,000	45,000	45,000	50,900	13%
6290 Sewer	16,681	12,479	15,000	15,000	15,000	15,300	2%
6360 Building Maintenance	-	-	-	-	-	1,000	100%
6380 Equipment Maintenance	18,002	1,819	5,000	5,000	5,000	5,000	0%
6400 Office Equipment Maintenance	-	-	500	500	500	500	0%
6530 Fleet Service & Replacement <sup>1</sup>	241,203	128,874	-	-	-	-	0%
6540 Equipment Rental	-	120	700	700	700	900	29%
6570 Miscellaneous Rentals	223	-	1,000	1,000	1,000	1,000	0%
6610 Staff Training	-	20	1,000	1,000	1,000	2,790	179%
6640 Exterminations	-	-	-	-	-	1,000	100%
6650 Membership & Certification	308	465	200	200	200	1,210	505%
6660 Laundry Services	6,856	10,035	6,700	6,700	6,700	8,004	19%
6680 Subdivision Fees & Taxes	29,799	25,046	30,000	30,000	30,000	30,000	0%
6710 Waste Dumping Fees	20	40	400	400	400	400	0%
6770 Bank & Credit Card Fees	-	-	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	<b>628,701</b>	<b>472,452</b>	<b>422,000</b>	<b>422,000</b>	<b>422,000</b>	<b>639,239</b>	<b>51%</b>
<b>Commodities</b>							
7001 Office Supplies	264	730	300	300	300	1,000	233%
7130 Agriculture Supplies	11,133	9,781	14,000	14,000	14,000	52,995	279%
7210 Chemicals	2,348	1,494	2,500	2,500	2,500	11,700	368%
7290 Concrete & Clay Products	3,884	2,522	6,000	6,000	6,000	17,000	183%
7330 Food	-	31	50	50	50	50	0%
7370 Institutional Supplies	4,082	4,702	3,200	3,200	3,200	4,000	25%
7490 Building Materials	7,431	6,424	8,000	8,000	8,000	8,000	0%
7530 Medical Supplies	367	361	400	400	400	400	0%
7570 Hardware & Hand Tools	11,909	9,996	10,000	10,000	10,000	15,000	50%
7610 Fuel, Oil, and Lubricants	-	88	10,000	10,000	10,000	10,000	0%
7690 Recreational Supplies	14,430	6,102	10,000	10,000	10,000	10,000	0%
7730 Metal Supplies	352	140	400	400	400	450	13%
7770 Uniform & Safety Gear	3,296	2,999	2,500	2,500	2,500	5,000	100%
7810 Sign Supplies	-	52	500	500	500	500	0%
7850 Awards & Gifts	-	16	-	-	-	150	100%
<b>Sub-Total Commodities</b>	<b>59,498</b>	<b>45,438</b>	<b>67,850</b>	<b>67,850</b>	<b>67,850</b>	<b>136,245</b>	<b>101%</b>



Department	Parks, Forestry & Recreation
Program	Park Maintenance

Fund	General
Account Number	01-50-45

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Capital Outlay</b>							
8100 Misc. Improvements	-	715	6,000	6,000	6,000	20,000	233%
8140 Software Systems	-	-	15,000	15,000	15,000	-	-100%
8200 Vehicles & Equipment	-	-	-	-	-	34,000	100%
<b>Sub-Total Capital Outlay</b>	-	715	21,000	21,000	21,000	54,000	157%
<b>Transfer Out</b>							
9950 Transfer Out	-	-	-	-	-	1,136,331	100%
<b>Sub-Total Transfer Out</b>	-	-	-	-	-	1,136,331	100%
<b>Total</b>	<b>1,557,162</b>	<b>1,472,032</b>	<b>1,468,000</b>	<b>1,468,000</b>	<b>1,468,000</b>	<b>2,896,142</b>	<b>97%</b>



**RECREATION**

The Recreation Division includes:

- (1) Heman Park Community Center
- (2) Heman Park Pool
- (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 organizations and private rentals. Weekend rentals are primarily for special occasions such as birthday, graduation, retirement, and wedding receptions. 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.

**2021 BUDGET DETAILS**

Building improvements and cosmetic enhancements are needed to ensure the facility continues to be an attractive meeting and private event venue.

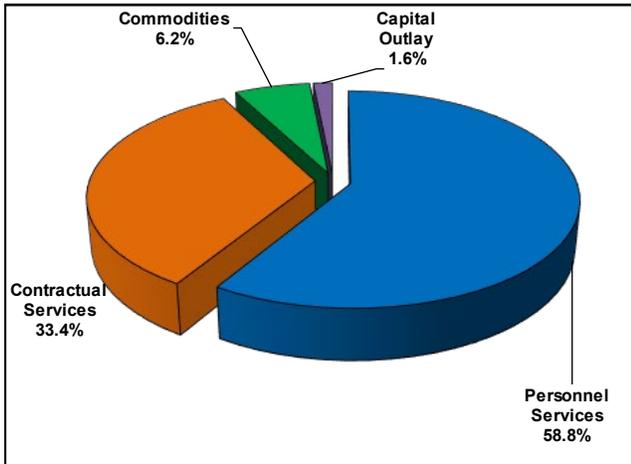
**BUDGET EXPENDITURES**

<b>Community Center</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Personnel Services	27,689	40,164	93,681	93,681	93,681	113,453	21%
Contractual Services	43,950	39,903	65,750	65,750	65,750	64,509	-2%
Commodities	8,087	(243)	5,150	5,150	5,150	12,000	133%
Capital Outlay	4,033	4,149	-	-	-	3,000	100%
<b>Total</b>	<b>83,759</b>	<b>83,973</b>	<b>164,581</b>	<b>164,581</b>	<b>164,581</b>	<b>192,962</b>	<b>17%</b>

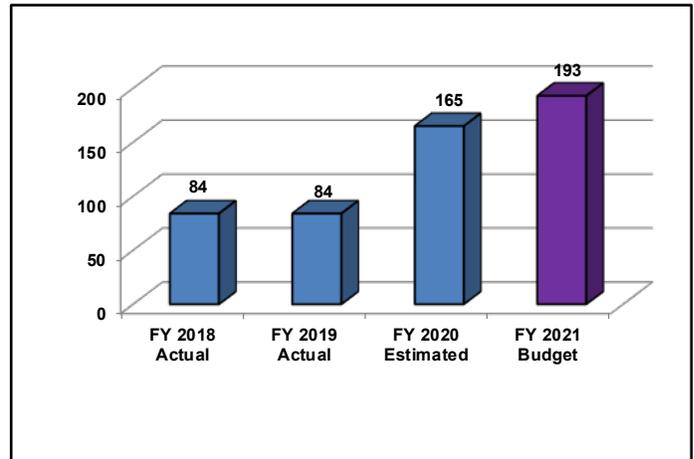


# PARKS RECREATION AND FORESTRY

### FY 2021 Budget



### Total Expenditures



## GOALS

1. To increase paid facility rentals for Heman Park Community Center.
2. To increase marketing and promotion efforts to increase membership.
3. To improve the physical appearance of the facility; improve maintenance.
4. To develop a plan for the long-term use of the facility.



Department	Parks, Forestry & Recreation
Program	Community Center

Fund	General
Account Number	01-50-49

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	14,247	24,678	45,600	45,600	45,600	45,220	-1%
5340 Salaries - Part-Time & Temp	3,124	4,434	29,431	29,431	29,431	51,110	74%
5420 Workers Compensation	713	2,229	2,500	2,500	2,500	1,230	-51%
5460 Medical Insurance	2,362	3,672	6,700	6,700	6,700	6,089	-9%
5660 Social Security Contributions	1,008	1,678	3,200	3,200	3,200	2,805	-12%
5740 Pension Contribution Nonunif.	6,000	3,093	5,500	5,500	5,500	6,344	15%
5900 Medicare	234	380	750	750	750	655	-13%
<b>Sub-Total Personnel Services</b>	<b>27,689</b>	<b>40,164</b>	<b>93,681</b>	<b>93,681</b>	<b>93,681</b>	<b>113,453</b>	<b>21%</b>
<b>Contractual Services</b>							
6010 Professional Services	-	-	20,000	20,000	20,000	19,000	-5%
6030 Medical Services	-	-	-	-	-	150	100%
6050 Maintenance Contracts	947	1,090	1,400	1,400	1,400	3,475	148%
6070 Temporary Labor	-	-	-	-	-	-	0%
6090 Postage	-	-	4,550	4,550	4,550	-	-100%
6110 Mileage Reimbursement	-	48	-	-	-	-	0%
6170 Insurance - Liability	4,200	4,000	5,000	5,000	5,000	4,600	-8%
6210 Insurance - Flood	4,941	5,275	5,000	5,000	5,000	6,300	26%
6250 Natural Gas	7,031	7,363	6,000	6,000	6,000	6,200	3%
6260 Electricity	15,507	13,514	13,000	13,000	13,000	13,500	4%
6270 Telephone & Pagers	125	192	-	-	-	159	100%
6280 Water	834	134	1,000	1,000	1,000	1,100	10%
6290 Sewer	2,112	1,640	2,000	2,000	2,000	2,100	5%
6360 Building Maintenance	2,712	3,358	2,000	2,000	2,000	2,100	5%
6380 Equipment Maintenance	3,909	2,121	2,000	2,000	2,000	2,000	0%
6430 Misc. Repairs & Maintenance	915	368	3,000	3,000	3,000	3,000	0%
6640 Exterminations	719	799	800	800	800	825	3%
<b>Sub-Total Contractual Services</b>	<b>43,950</b>	<b>39,903</b>	<b>65,750</b>	<b>65,750</b>	<b>65,750</b>	<b>64,509</b>	<b>-2%</b>
<b>Commodities</b>							
7001 Office Supplies	-	-	1,000	1,000	1,000	250	-75%
7050 Publications	-	-	-	-	-	-	0%
7330 Food	-	-	-	-	-	2,000	100%
7370 Institutional Supplies	7,542	(610)	4,000	4,000	4,000	6,000	50%
7490 Building Materials	48	-	-	-	-	-	0%
7530 Medical Supplies	-	-	-	-	-	550	100%
7570 Hardware & Hand Tools	496	367	150	150	150	500	233%
7690 Recreational Supplies	-	-	-	-	-	2,500	100%
7770 Uniforms & safety Gear	-	-	-	-	-	200	100%
7810 Sign Supplies	-	-	-	-	-	-	0%
<b>Sub-Total Commodities</b>	<b>8,087</b>	<b>(243)</b>	<b>5,150</b>	<b>5,150</b>	<b>5,150</b>	<b>12,000</b>	<b>133%</b>
<b>Capital Outlay</b>							
8090 Building Improvements	3,859	-	-	-	-	-	0%
8100 Misc. Improvements	174	4,149	-	-	-	3,000	100%
<b>Sub-Total Capital Outlay</b>	<b>4,033</b>	<b>4,149</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,000</b>	<b>100%</b>
<b>Total</b>	<b>83,759</b>	<b>83,974</b>	<b>164,581</b>	<b>164,581</b>	<b>164,581</b>	<b>192,962</b>	<b>17%</b>



**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.

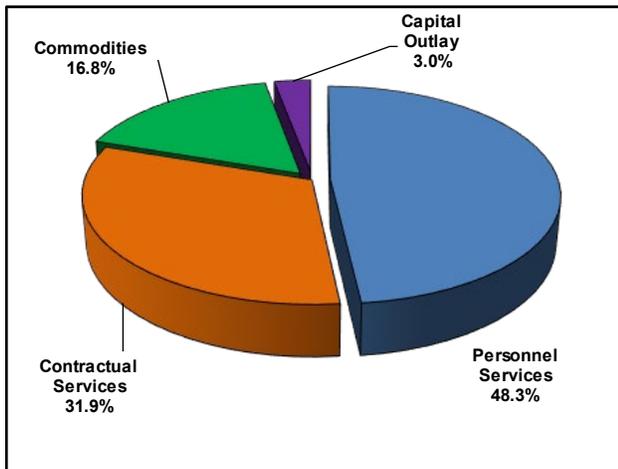
**2021 BUDGET DETAILS**

Budget details for the 2021 Heman Park Community Center and Aquatics program accounts include bringing lifeguard services in-house: addressing building improvements at Centennial Commons (tile repairs, painting) and at Heman Park pool house.

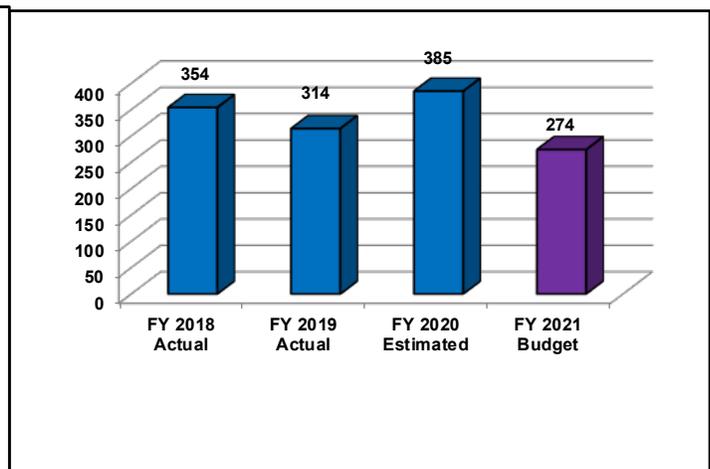
**BUDGET EXPENDITURES**

<b>Aquatics</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Personnel Services	35,287	102,894	263,260	263,260	263,260	132,441	-50%
Contractual Services	273,189	166,253	73,544	73,544	73,544	87,467	19%
Commodities	28,940	35,952	48,500	48,500	48,500	46,150	-5%
Capital Outlay	16,922	9,200	-	-	-	8,100	100%
<b>Total</b>	<b>354,338</b>	<b>314,299</b>	<b>385,304</b>	<b>385,304</b>	<b>385,304</b>	<b>274,158</b>	<b>-29%</b>

**FY 2021 Budget**



**Total Expenditures ('000)**





## PARKS RECREATION AND FORESTRY

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### GOALS

1. To provide additional family friendly activities such as Toddler Time, Participation in the National World's Largest Swim Lesson, collaborating with Municipal Commission on Arts/Letters to co-sponsor Family Dive-In movies and more.
2. To increase programs offerings such as free Silver Sneakers aquatic exercise classes and more.
3. To increase marketing efforts for Heman Park pool and its programming.
4. To improve the structural integrity, appearance and modernization of the Heman pool bathhouse.
5. To identify opportunities to develop partnerships with other communities for reciprocal pool use.



Department	Parks, Recreation & Forestry
Program	Aquatics

Fund	General
Account Number	01-50-51

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	-	1,293	46,300	46,300	46,300	45,945	-1%
5340 Salaries - Part-Time & Temp	32,607	92,794	177,800	177,800	177,800	70,000	-61%
5380 Overtime	3	22	-	-	-	-	0%
5420 Workers Compensation	198	1,787	10,700	10,700	10,700	1,265	-88%
5460 Medical Insurance	-	-	5,760	5,760	5,760	5,271	-8%
5660 Social Security Contributions	2,022	5,756	13,900	13,900	13,900	2,850	-79%
5740 Pension Contribution Nonunif.	-	165	5,500	5,500	5,500	6,445	17%
5860 Unemployment	-	45	-	-	-	-	0%
5900 Medicare	457	1,032	3,300	3,300	3,300	665	-80%
<b>Sub-Total Personnel Services</b>	<b>35,287</b>	<b>102,893</b>	<b>263,260</b>	<b>263,260</b>	<b>263,260</b>	<b>132,441</b>	<b>-50%</b>
<b>Contractual Services</b>							
6010 Professional Services	-	-	-	-	-	2,150	100%
6030 Medical Services	-	-	-	-	-	4,000	100%
6040 Events & Receptions	-	-	-	-	-	400	100%
6050 Maintenance Contracts	209,264	103,174	4,300	4,300	4,300	4,300	0%
6060 Instructors & Sports Officials	1,680	1,550	5,000	5,000	5,000	5,000	0%
6120 Professional Development	-	-	-	-	-	650	100%
6170 Insurance - Liability	4,800	4,500	4,944	4,944	4,944	5,175	5%
6250 Natural Gas	648	608	700	700	700	725	4%
6260 Electricity	31,477	26,543	25,000	25,000	25,000	26,000	4%
6270 Telephone & Pagers	-	-	-	-	-	492	100%
6280 Water	11,110	8,402	10,000	10,000	10,000	10,500	5%
6290 Sewer	8,166	9,792	12,000	12,000	12,000	12,500	4%
6360 Building Maintenance	1,656	619	1,500	1,500	1,500	1,500	0%
6380 Equipment Maintenance	2,302	6,587	4,000	4,000	4,000	5,000	25%
6430 Misc. Repairs & Maintenance	905	2,766	4,000	4,000	4,000	4,000	0%
6560 Technology Services	-	-	-	-	-	500	100%
6610 Staff Training	1,069	1,307	2,000	2,000	2,000	2,225	11%
6640 Exterminations	112	144	100	100	100	125	25%
6650 Memberships & Certification	-	-	-	-	-	2,225	100%
6700 Misc. Operating Services	-	262	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	<b>273,189</b>	<b>166,253</b>	<b>73,544</b>	<b>73,544</b>	<b>73,544</b>	<b>87,467</b>	<b>19%</b>
<b>Commodities</b>							
7001 Office Supplies	156	98	250	250	250	350	40%
7090 Office & Computer Equip.	-	-	300	300	300	2,800	833%
7210 Chemicals	3,020	14,269	7,000	7,000	7,000	7,000	0%
7330 Food	13,683	12,671	14,000	14,000	14,000	14,500	4%
7370 Institutional Supplies	4,701	9,429	2,000	2,000	2,000	4,400	120%
7490 Building Materials	3,218	7,223	4,000	4,000	4,000	4,000	0%
7530 Medical Supplies	158	336	12,000	12,000	12,000	2,550	-79%
7570 Hardware & Hand Tools	739	1,847	1,000	1,000	1,000	1,600	60%
7690 Recreational Supplies	2,359	(11,900)	3,000	3,000	3,000	3,500	17%
7770 Uniform & Safety Gear	906	1,794	4,700	4,700	4,700	4,950	5%
7810 Sign Supplies	-	185	250	250	250	250	0%
7850 Awards & Gifts	-	-	-	-	-	250	100%
<b>Sub-Total Commodities</b>	<b>28,940</b>	<b>35,952</b>	<b>48,500</b>	<b>48,500</b>	<b>48,500</b>	<b>46,150</b>	<b>-5%</b>
<b>Capital Outlay</b>							
8100 Misc. Improvements	16,922	9,200	-	-	-	8,100	100%
<b>Sub-Total Capital Outlay</b>	<b>16,922</b>	<b>9,200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,100</b>	<b>100%</b>
<b>Total</b>	<b>354,338</b>	<b>314,298</b>	<b>385,304</b>	<b>385,304</b>	<b>385,304</b>	<b>274,158</b>	<b>-29%</b>



**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 weight area, two full size gymnasiums, meeting rooms, an indoor track, a teen room and a child care area. 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 and soccer; as well as coordination of School District of University City indoor and outdoor facility usage for various middle and high school sports programs.

In 2017, the Division collaborated with the University City School District and community stakeholders to create the District Athletic Committee, which provides youth athletic opportunities for basketball and free

Redbird Rookies summer sports programs (tee ball, baseball and softball) sponsored by the St. Louis Cardinals – Cardinal Care organization.

The Division also maintains fitness equipment, programs and manages fitness classes, personal training, summer day camp, birthday parties, special events and other recreational programs.

**2021 BUDGET DETAILS**

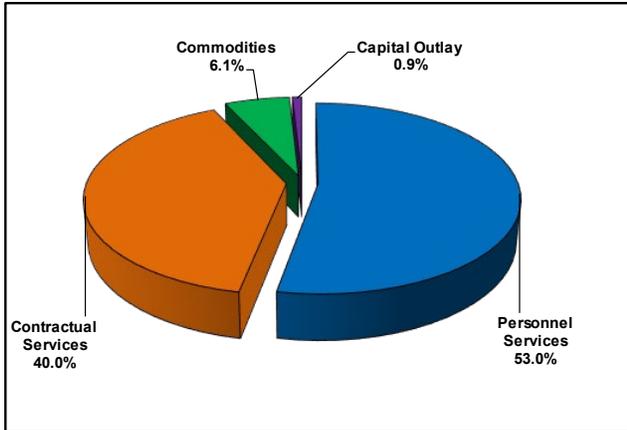
Budget details for the 2021 include continuing contracted fitness programs and classes; replacing fitness equipment, the creation of a member game/lounge area, relocating the child care are to convert the space to an additional multipurpose room, as well as addressing building improvements such as painting, floors, and restroom updates.

**BUDGET EXPENDITURES**

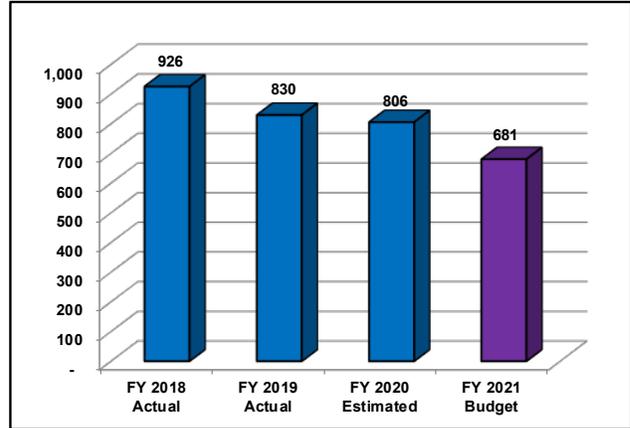
<b>Centennial Commons</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Personnel Services	503,498	525,466	433,000	433,000	433,000	360,584	-17%
Contractual Services	328,532	290,613	287,902	287,902	287,902	272,779	-5%
Commodities	46,401	40,162	44,550	44,550	44,550	41,450	-7%
Capital Outlay	47,162	(26,689)	40,050	40,050	40,050	6,002	-85%
<b>Total</b>	<b>925,593</b>	<b>829,552</b>	<b>805,502</b>	<b>805,502</b>	<b>805,502</b>	<b>680,815</b>	<b>100%</b>



**FY 2021 Budget**



**Total Expenditures**



**GOALS**

1. To identify new incentives to increase facility usage.
2. To expand programs, course offerings, including special events (minimum of one per quarter, i.e. family fun dive-in movie) and community projects (minimum of one per quarter, i.e. collection for Brittany Woods “Brittany Boutique”).
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 continue to upgrade/maintenance of fitness and cardio equipment.
5. To increase free and/or reduced membership and exercise programs for the senior citizen population.
6. To increase summer camp attendance and offerings. Seek partners when appropriate and feasible.

**FISCAL YEAR 2020 PERFORMANCE SUMMARY**

- Staff coordinated ‘Go Red for Women, National World’s largest swim lesson, Member appreciation week, Fitness Friday workout challenge and several “pop-up” special events.
- Staff increased marketing footprints through the availability of several social media sites and on-line placement of the annual recreation guide.
- Staff improved offerings for senior citizens, including free Silver Sneakers and Silver ‘n Fit and RenewActive facility memberships and added three (3) free Silver Sneakers exercise programs.
- Staff coordinated community service projects such as “The Giving Tree” (collected/donated cold weather items for University City High School students) and “Little Hats, Big Hearts” (collecting knitted infant hats with donations to the American Heart Association).



## PARKS RECREATION AND FORESTRY

### PERFORMANCE MEASUREMENTS

	<b>FY 2017 Actual</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Projected</b>
Community Center Bookings	150	150	250	200
Citizens attending community center activities	25,000	25,000	24,200	23,000
Attendance at Heman Park Pool	52,000	52,200	50,000	40,000
Attendance at Natatorium	1,200	1,200	2,010	2,000
Attendance at Centennial Commons	160,000	160,000	150,000	100,000
Hours of field rentals	1,400	1,400	1,000	1,000
Daily users	12,000	12,000	10,000	11,000
Day camp attendance	6,500	6,500	6,600	6,000



Department	Parks, Recreation & Forestry
Program	Centennial Commons

Fund	General
Account Number	01-50-53

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	201,566	219,987	218,200	218,200	218,200	221,080	1%
5220 Injury Leave	-	2,478	-	-	-	-	0%
5340 Salaries - Part-Time & Temp	201,296	194,199	122,000	122,000	122,000	60,000	-51%
5380 Overtime	1,154	4,570	-	-	-	-	0%
5420 Workers Compensation	11,654	23,181	16,300	16,300	16,300	9,320	-43%
5460 Medical Insurance	22,872	22,202	24,400	24,400	24,400	22,255	-9%
5660 Social Security Contributions	24,267	25,099	21,100	21,100	21,100	13,710	-35%
5740 Pension Contribution Nonunif.	35,000	27,969	26,100	26,100	26,100	31,014	19%
5860 Unemployment	(25)	-	-	-	-	-	0%
5900 Medicare	5,714	5,780	4,900	4,900	4,900	3,205	-35%
<b>Sub-Total Personnel Services</b>	<b>503,498</b>	<b>525,466</b>	<b>433,000</b>	<b>433,000</b>	<b>433,000</b>	<b>360,584</b>	<b>-17%</b>
<b>Contractual Services</b>							
6010 Professional Services	42,662	28,332	24,000	24,000	24,000	7,100	-70%
6030 Medical Service	-	-	-	-	-	1,200	100%
6040 Events & Receptions	69	1,685	8,000	8,000	8,000	4,200	-48%
6040.01 Events for Arts & Letters	14,347	25,724	20,000	20,000	20,000	20,000	0%
6050 Maintenance Contracts	21,041	31,881	32,702	32,702	32,702	18,290	-44%
6060 Instructors & Sports Officials	91,603	67,540	60,000	60,000	60,000	59,700	-1%
6090 Postage	-	-	1,000	1,000	1,000	1,000	0%
6110 Mileage reimbursement	-	-	100	100	100	600	500%
6120 Professional Development	1,690	1,305	2,000	2,000	2,000	6,600	230%
6130 Advertising & Public Notices	351	650	2,000	2,000	2,000	1,000	-50%
6150 Printing Services	101	147	15,000	15,000	15,000	15,000	0%
6170 Insurance - Liability	4,000	4,500	7,100	7,100	7,100	5,175	-27%
6210 Insurance - Flood	14,685	15,435	5,000	5,000	5,000	18,500	270%
6250 Natural Gas	8,244	12,778	8,000	8,000	8,000	8,250	3%
6260 Electricity	73,443	61,915	60,000	60,000	60,000	62,000	3%
6270 Telephone & Pagers	1,410	1,443	1,000	1,000	1,000	2,160	116%
6290 Sewer	-	-	5,000	5,000	5,000	-	-100%
6360 Building Maintenance	22,757	10,545	15,000	15,000	15,000	15,500	3%
6380 Equipment Maintenance	12,174	7,946	9,000	9,000	9,000	9,000	0%
6400 Office Equipment Maintenance	550	-	1,000	1,000	1,000	500	-50%
6430 Misc. Repairs & Maintenance	2,022	2,042	500	500	500	500	0%
6560 Technology Services	3,090	3,418	3,000	3,000	3,000	3,600	20%
6610 Staff Training	40	30	2,000	2,000	2,000	3,100	55%
6640 Exterminations	1,141	1,309	1,000	1,000	1,000	1,104	10%
6650 Membership & Certification	1,720	2,229	3,000	3,000	3,000	3,000	0%
6700 Misc. Operating Services	3,233	2,046	1,000	1,000	1,000	2,700	170%
6770 Bank & Credit Card Fees	8,159	7,713	1,500	1,500	1,500	3,000	100%
<b>Sub-Total Contractual Services</b>	<b>328,533</b>	<b>290,613</b>	<b>287,902</b>	<b>287,902</b>	<b>287,902</b>	<b>272,779</b>	<b>-5%</b>
<b>Commodities</b>							
7001 Office Supplies	4,207	5,309	4,000	4,000	4,000	4,200	5%
7050 Publications	-	-	200	200	200	200	0%
7090 Office & Computer Equip.	-	171	-	-	-	5,475	100%
7330 Food	3,107	1,878	2,050	2,050	2,050	500	-76%
7370 Institutional Supplies	19,182	19,973	20,000	20,000	20,000	18,500	-8%
7490 Building Materials	917	1,749	600	600	600	600	0%
7530 Medical Supplies	733	989	650	650	650	675	4%
7570 Hardware & Hand Tools	1,546	1,830	2,000	2,000	2,000	2,000	0%
7610 Fuel, Oil & Lubricants	323	367	300	300	300	300	0%
7690 Recreational Supplies	12,604	3,441	8,000	8,000	8,000	4,500	-44%
7690.01 jRecreational Supplies- DAC	-	-	2,500	2,500	2,500	2,500	0%
7770 Uniform & Safety Gear	3,582	4,225	4,000	4,000	4,000	1,500	-63%
7810 Sign Supplies	28	231	250	250	250	250	0%
7850 Awards & Gifts	172	-	-	-	-	250	100%
<b>Sub-Total Commodities</b>	<b>46,401</b>	<b>40,162</b>	<b>44,550</b>	<b>44,550</b>	<b>44,550</b>	<b>41,450</b>	<b>-7%</b>
<b>Capital Outlay</b>							
8001 Building Improvements	2,765	-	-	-	-	-	0%
8100 Misc. Improvements	17,102	-	40,050	40,050	40,050	-	-100%
8180 Office Furniture & Equip	27,295	(26,689)	-	-	-	-	0%
8200 Vehicle & Equipment	-	-	-	-	-	6,002	100%
<b>Sub-Total Capital Outlay</b>	<b>47,162</b>	<b>-</b>	<b>40,050</b>	<b>40,050</b>	<b>40,050</b>	<b>6,002</b>	<b>-85%</b>
<b>Total</b>	<b>925,595</b>	<b>856,241</b>	<b>805,502</b>	<b>805,502</b>	<b>805,502</b>	<b>680,815</b>	<b>-15%</b>



**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.

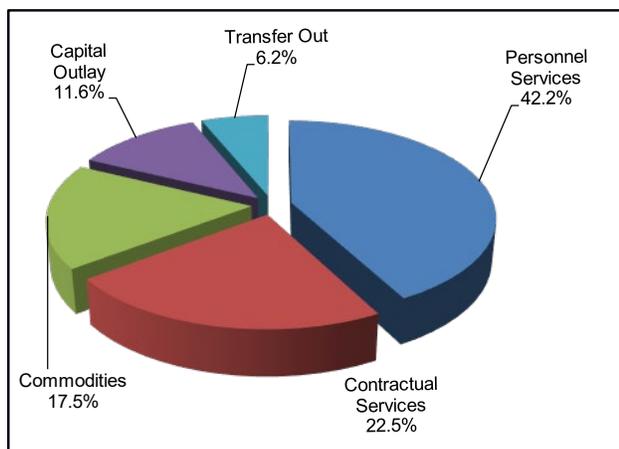
The golf course maintenance division is responsible for the development, and maintenance of the golf course grounds. The maintenance crew carries out a comprehensive maintenance program which includes: mowing, fertilizing, aerification, top-dressing, weed control, disease control, insect control, water 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.

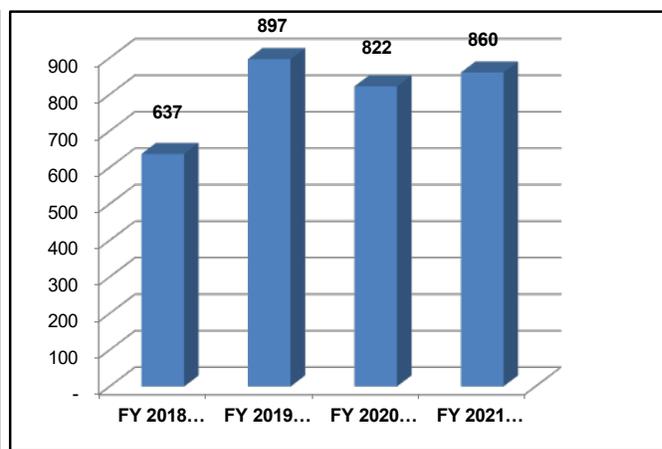
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Personnel Services	296,279	330,105	478,394	478,394	478,394	363,059	-24%
Contractual Services	190,421	238,773	158,274	158,274	158,274	192,781	22%
Commodities	142,815	144,803	132,400	132,400	132,400	150,600	14%
Capital Outlay	7,400	6,056	-	-	-	100,000	100%
Transfer Out	-	177,352	53,220	53,220	53,220	53,220	0%
<b>Total</b>	<b>636,915</b>	<b>897,089</b>	<b>822,288</b>	<b>822,288</b>	<b>822,288</b>	<b>859,660</b>	<b>5%</b>

**FY 2021 Budget**



**Total Expenditures**





### GOALS

1. Continue long range plan to make Ruth Park the premiere public practice facility with the addition of an indoor teaching center, and berm restoration.
2. Install forward tee boxes on #1 and #9 holes as per the "play it forward" initiative
3. Continue native area reestablishment project phase III
4. Plant trees in mulched area south of #3 tee
5. Continue wet pond improvements
6. Develop a reforestation plan for the course

### SIGNIFICANT BUDGETARY ISSUES

1. Future necessary improvements and renovations of the golf club house
2. The addition of new golf amenities needed to increase revenues

### FISCAL YEAR 2020 PERFORMANCE SUMMARY

1. Designed, constructed and sodded two additional tees on #6 hole
2. Completed phase II Native Area Reestablishment
3. Installed additional back tee at #8 hole
4. A new circle cart path was installed adjacent to the driving range
5. Expanded Junior Golf Program and tournament play



Department	Parks, Forestry & Recreation
Program	Golf Course

Fund	Golf Course
Account Number	28-50-47

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	153,774	175,576	194,400	194,400	194,400	194,080	0%
5340 Salaries - Part-Time & Temp	59,902	66,088	183,690	183,690	183,690	85,000	-54%
5380 Overtime	5,328	5,207	6,000	6,000	6,000	5,500	-8%
5420 Workers Compensation	6,622	11,887	8,050	8,050	8,050	3,005	-63%
5460 Medical Insurance	29,909	29,866	34,054	34,054	34,054	33,398	-2%
5660 Social Security Contributions	12,778	13,887	23,400	23,400	23,400	12,035	-49%
5740 Pension Contribution Nonunif.	25,000	24,364	23,300	23,300	23,300	27,226	17%
5900 Medicare	2,966	3,230	5,500	5,500	5,500	2,815	-49%
<b>Sub-Total Personnel Services</b>	<b>296,279</b>	<b>330,105</b>	<b>478,394</b>	<b>478,394</b>	<b>478,394</b>	<b>363,059</b>	<b>-24%</b>
<b>Contractual Services</b>							
6010 Professional Services	193	193	305	305	305	700	130%
6030 Medical Service	-	-	-	-	-	960	100%
6050 Maintenance Contracts	10,350	3,804	13,265	13,265	13,265	11,300	-15%
6060 Instructors & Sports Officials	7,583	12,119	9,144	9,144	9,144	9,000	-2%
6110 Mileage Reimbursement	762	821	600	600	600	800	33%
6120 Professional Development	105	2,054	2,250	2,250	2,250	250	-89%
6130 Advertising & Public Notices	10,465	11,259	10,000	10,000	10,000	4,900	-51%
6150 Printing Services	1,185	46	800	800	800	400	-50%
6160 Insurance - Property & Auto	-	-	-	-	-	26,000	100%
6165 Insurance - Liquor	-	1,030	813	813	813	1,200	48%
6170 Insurance - Liability	4,200	5,000	4,326	4,326	4,326	5,750	33%
6250 Natural Gas	3,104	3,083	2,380	2,380	2,380	2,380	0%
6260 Electricity	8,249	6,853	6,693	6,693	6,693	7,200	8%
6270 Telephone & Pagers	1,020	1,050	963	963	963	1,040	8%
6280 Water	53,929	20,653	20,000	20,000	20,000	20,000	0%
6290 Sewer	988	1,143	1,000	1,000	1,000	1,200	20%
6360 Building Maintenance	3,222	2,952	8,000	8,000	8,000	8,000	0%
6380 Equipment Maintenance	13,220	9,420	13,000	13,000	13,000	13,000	0%
6430 Misc. Repairs & Maintenance	6,023	2,513	5,000	5,000	5,000	5,000	0%
6490 Depreciation - Equipment	-	89,076	-	-	-	-	0%
6530 Fleet Service & Replacement <sup>1</sup>	15,118	9,834	20,000	20,000	20,000	20,000	0%
6540 Equipment Rental	19,098	18,976	20,000	20,000	20,000	21,500	8%
6560 Technology Services	3,813	8,821	5,570	5,570	5,570	15,420	177%
6570 Miscellaneous Rentals	1,152	1,401	1,076	1,076	1,076	1,476	37%
6610 Staff Training	185	30	1,000	1,000	1,000	2,000	100%
6650 Membership & Certification	2,414	2,581	1,500	1,500	1,500	2,305	54%
6660 Laundry Services	223	-	-	-	-	-	0%
6670 Cashier's Over/Under	20	-	-	-	-	-	0%
6700 Misc. Operating Services	-	534	589	589	589	-	-100%
6710 Waste Dumping Fees	20	-	-	-	-	1,000	100%
6770 Bank & Credit Card Fees	23,780	23,527	10,000	10,000	10,000	10,000	0%
<b>Sub-Total Contractual Services</b>	<b>190,421</b>	<b>238,773</b>	<b>158,274</b>	<b>158,274</b>	<b>158,274</b>	<b>192,781</b>	<b>22%</b>
<b>Commodities</b>							
7001 Office Supplies	1,716	317	1,000	1,000	1,000	1,200	20%
7130 Agriculture Supplies	24,082	18,340	32,000	32,000	32,000	32,000	0%
7210 Chemicals	8,948	8,604	15,000	15,000	15,000	15,000	0%
7290 Concrete & Clay Products	2,281	3,104	3,600	3,600	3,600	3,600	0%
7330 Food	25,923	24,182	24,000	24,000	24,000	30,000	25%
7370 Institutional Supplies	3,140	2,719	2,000	2,000	2,000	3,000	50%
7490 Building Materials	865	322	1,000	1,000	1,000	1,000	0%
7530 Medical Supplies	158	50	200	200	200	300	50%
7570 Hardware & Hand Tools	5,169	4,778	3,000	3,000	3,000	3,000	0%
7610 Fuel, Oil, and Lubricants	7,654	9,363	8,000	8,000	8,000	9,500	19%
7690 Recreational Supplies	61,363	71,342	40,000	40,000	40,000	48,400	21%
7730 Metal Supplies	600	-	100	100	100	100	0%
7770 Uniform & Safety Gear	276	1,395	2,000	2,000	2,000	3,000	50%
7810 Sign Supplies	640	288	500	500	500	500	0%
<b>Sub-Total Commodities</b>	<b>142,815</b>	<b>144,803</b>	<b>132,400</b>	<b>132,400</b>	<b>132,400</b>	<b>150,600</b>	<b>14%</b>
<b>Capital Outlay</b>							
8020 Golf Improvements	-	-	-	-	-	100,000	100%
8100 Misc. Improvements	-	6,056	-	-	-	-	0%
8240 Recreational Equipment	7,400	-	-	-	-	-	0%
<b>Sub-Total Capital Outlay</b>	<b>7,400</b>	<b>6,056</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>100%</b>
<b>Transfer Out</b>							
9950 To GF- Interfund Loan	-	-	53,220	53,220	53,220	53,220	0%
<b>Sub-Total Transfer Out</b>	<b>-</b>	<b>-</b>	<b>53,220</b>	<b>53,220</b>	<b>53,220</b>	<b>53,220</b>	<b>0%</b>
<b>Total</b>	<b>636,915</b>	<b>719,737</b>	<b>822,288</b>	<b>822,288</b>	<b>822,288</b>	<b>859,660</b>	<b>5%</b>



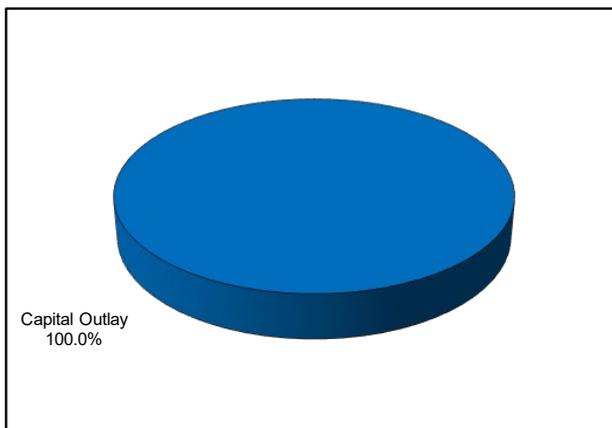
**PARKS RECREATION AND FORESTRY CAPITAL IMPROVEMENT**

This program provides for various Parks, Recreation and Forestry Projects. The number and amount of projects will fluctuate from year to year.

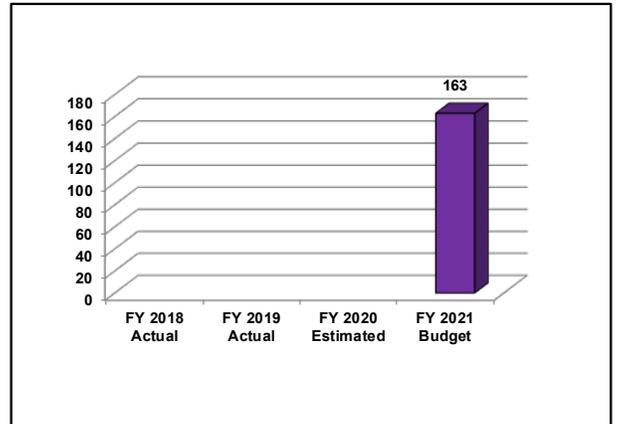
**BUDGET EXPENDITURES**

<b>Parks Recreation &amp; Forestry Capital Improvement</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Capital Outlay	-	-	-	-	-	163,280	100%
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>163,280</b>	<b>100%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Parks, Forestry & Recreation
Program	Capital Improvement

Fund	General
Account Number	01-50-90

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Capital Outlay</b>							
8010 Parks Improvements	-	-	-	-	-	52,080	100%
8200 Vehicles & Equipment	-	-	-	-	-	111,200	100%
<b>Sub-Total Capital Outlay</b>	-	-	-	-	-	163,280	100%
<b>Total</b>	-	-	-	-	-	<b>163,280</b>	100%



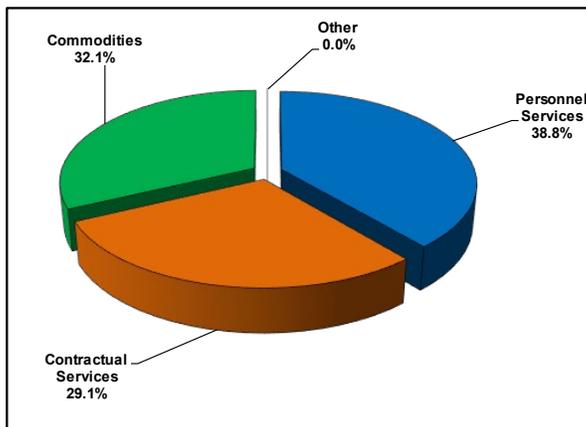
**FLEET MAINTENANCE**

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 an Internal Service Fund basis.

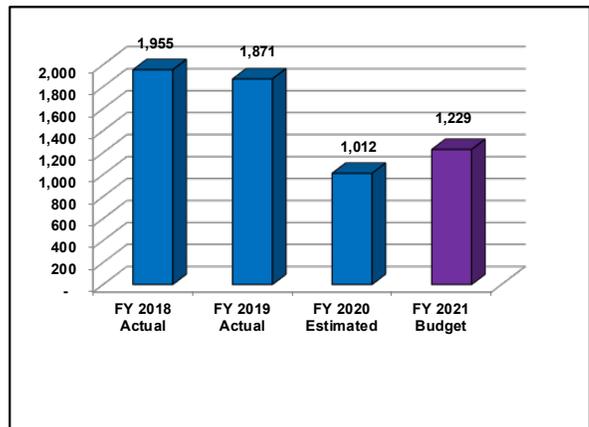
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Personnel Services	521,580	558,358	575,240	575,240	575,240	477,406	-17%
Contractual Services	793,567	639,933	66,176	66,176	66,176	357,525	440%
Commodities	610,436	593,309	370,400	370,400	370,400	394,400	6%
Other	29,166	79,297	-	-	-	-	0%
<b>Total</b>	<b>1,954,749</b>	<b>1,870,897</b>	<b>1,011,816</b>	<b>1,011,816</b>	<b>1,011,816</b>	<b>1,229,331</b>	<b>21%</b>

**FY 2021 Budget**



**Total Expenditures ('000)**



**FISCAL YEAR 2020 PERFORMANCE SUMMARY**

Vehicles/Equipment: 165  
 Units Serviced: 2117  
 Preventive Maintenance: 286  
 Tire Replacement: 162  
 Service Calls: 9

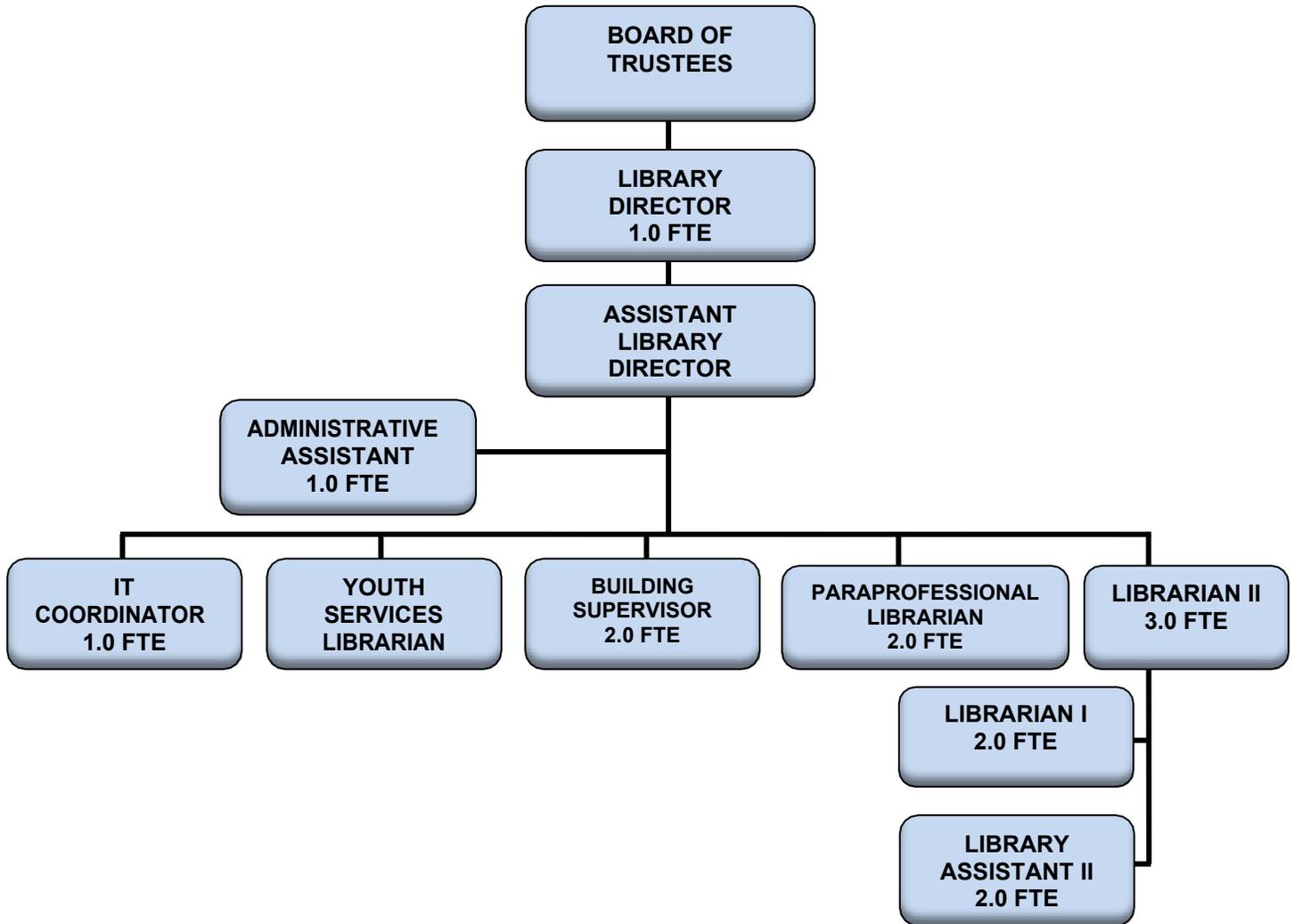


Department	Parks, Recreation & Forestry
Program	Fleet Services

Fund	Internal Service Fund
Account Number	02-40-62

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	367,163	375,375	387,600	387,600	387,600	326,165	-16%
5380 Overtime	2,321	3,709	3,790	3,790	3,790	-	-100%
5420 Workers Compensation	11,633	23,777	15,350	15,350	15,350	11,645	-24%
5460 Medical Insurance	75,575	81,531	92,300	92,300	92,300	68,885	-25%
5660 Social Security Contributions	18,563	21,566	24,100	24,100	24,100	20,225	-16%
5740 Pension Contribution Nonunif.	42,000	47,362	46,400	46,400	46,400	45,756	-1%
5900 Medicare	4,325	5,038	5,700	5,700	5,700	4,730	-17%
<b>Sub-Total Personnel Services</b>	<b>521,580</b>	<b>558,358</b>	<b>575,240</b>	<b>575,240</b>	<b>575,240</b>	<b>477,406</b>	<b>-17%</b>
<b>Contractual Services</b>							
6001 Auditing & Accounting	2,000	-	2,500	2,500	2,500	2,500	0%
6010 Professional Services	-	-	-	-	-	23,000	100%
6050 Maintenance Contract	-	172	249	249	249	-	-100%
6120 Professional Development	20	-	-	-	-	-	0%
6130 Advertising & Public Notices	-	-	500	500	500	500	0%
6160 Insurance - Property & Auto	100,700	58,474	-	-	-	92,300	100%
6170 Insurance - Liability	4,852	4,500	4,998	4,998	4,998	5,175	4%
6210 Insurance - Flood	6,630	6,969	6,829	6,829	6,829	8,400	23%
6250 Natural Gas	2,236	2,229	3,000	3,000	3,000	3,000	0%
6260 Electricity	11,064	8,818	12,000	12,000	12,000	12,000	0%
6270 Telephone & Pagers	702	702	700	700	700	700	0%
6280 Water	3,147	4,466	5,000	5,000	5,000	5,000	0%
6290 Sewer	4,232	3,712	4,000	4,000	4,000	4,000	0%
6360 Building Maintenance	8,512	1,252	2,000	2,000	2,000	2,000	0%
6380 Equipment Maintenance	4,767	6,408	5,000	5,000	5,000	5,000	0%
6400 Office Equipment Maintenance	10	-	400	400	400	200	-50%
6430 Misc. Repairs & Maintenance	-	-	1,000	1,000	1,000	500	-50%
6460 Vehicle Maintenance	83,482	59,311	-	-	-	180,000	100%
6490 Depreciation - Equipment	545,165	465,745	-	-	-	-	0%
6500 Depreciation - Building	4,673	4,673	-	-	-	-	0%
6560 Technology Services	4,283	4,390	10,000	10,000	10,000	5,000	-50%
6610 Staff Training	-	-	1,000	1,000	1,000	500	-50%
6650 Membership & Certification	105	10	500	500	500	500	0%
6660 Laundry Services	4,975	6,604	4,500	4,500	4,500	5,250	17%
6700 Misc. Operating Services	2,011	1,499	2,000	2,000	2,000	2,000	0%
<b>Sub-Total Contractual Services</b>	<b>793,567</b>	<b>639,933</b>	<b>66,176</b>	<b>66,176</b>	<b>66,176</b>	<b>357,525</b>	<b>440%</b>
<b>Commodities</b>							
7001 Office Supplies	21	-	100	100	100	100	0%
7210 Chemicals	4,969	4,881	6,000	6,000	6,000	5,000	-17%
7370 Institutional Supplies	4,766	4,273	4,000	4,000	4,000	4,000	0%
7530 Medical Supplies	260	293	300	300	300	300	0%
7570 Hardware & Hand Tools	9,108	8,393	9,000	9,000	9,000	9,000	0%
7610 Fuel, Oil, and Lubricants	297,584	330,953	250,000	250,000	250,000	275,000	10%
7770 Uniforms & Safety Gear	591	985	1,000	1,000	1,000	1,000	0%
7930 Vehicle Parts	293,137	243,530	100,000	100,000	100,000	100,000	0%
<b>Sub-Total Commodities</b>	<b>610,436</b>	<b>593,309</b>	<b>370,400</b>	<b>370,400</b>	<b>370,400</b>	<b>394,400</b>	<b>6%</b>
<b>Other</b>							
5741 Pension Expense	29,166	79,297	-	-	-	-	0%
9950 Operating Transfer Out	-	-	-	-	-	-	0%
<b>Sub-Total Other</b>	<b>29,166</b>	<b>79,297</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Total</b>	<b>1,954,749</b>	<b>1,870,897</b>	<b>1,011,816</b>	<b>1,011,816</b>	<b>1,011,816</b>	<b>1,229,331</b>	<b>21%</b>

# 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 and Adult Services Staff provides information that is quick and accurate, utilizing print and electronic resources effectively. They deliver the information in the format preferred by the patron. They offer a wide variety of technology-related 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 our technology grant projects with new equipment and software. They help the rest of the library 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, movies, music and other 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 story times, gaming nights, and our fantastic Summer Reading Program.

The Home Services staff, along with our volunteers, provides 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**

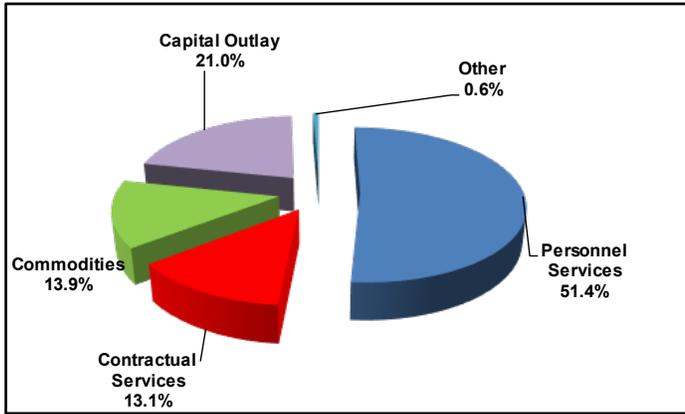
**Full-Time**

	FY 2019 Authorized	FY 2020 Authorized	FY 2021 Authorized
<b>Library</b>			
<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
Librarian I	2.0	2.0	2.0
MLC System Administrator	1.0	1.0	1.0
Librarian II	3.0	3.0	3.0
Paraprofessional Librarian	2.0	2.0	2.0
Library Assistant II	2.0	2.0	2.0
Library Assistant I	-	-	-
Building Supervisor	2.0	2.0	2.0
Administrative Assistant	1.0	1.0	1.0
<b>Library Personnel Total</b>	<b>16</b>	<b>16</b>	<b>16</b>

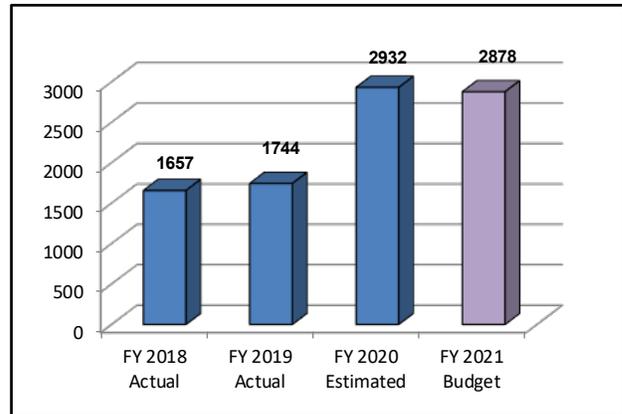
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Personnel Services	1,187,338	1,209,803	1,559,513	1,559,513	1,559,513	1,478,884	-5%
Contractual Services	231,052	301,513	306,474	306,474	306,474	377,635	23%
Commodities	238,891	232,228	351,470	351,470	351,470	398,685	13%
Capital Outlay	-	-	590,778	590,778	590,778	604,961	2%
Other	-	-	124,000	124,000	124,000	18,308	-85%
<b>Total</b>	<b>1,657,281</b>	<b>1,743,543</b>	<b>2,932,235</b>	<b>2,932,235</b>	<b>2,932,235</b>	<b>2,878,473</b>	<b>-2%</b>

**FY 2021 Budget**



**Total Expenditures**



**GOALS**

1. Overall
  - Work with the Library Board and the community on planned building renovations.
  - Work with the Library Board and the community on planned service improvements
  - Conduct customer satisfaction survey of University City residents regarding the Library and its services-
  - Continue to address issues raised in strategic plan as we begin work on future planning.
  - Continue to improve circulating collection.
2. Building and Grounds
  - Upgrade electrical, phone, alarm, and lighting systems.
  - Improve sealing at large window and waterproofing of building exterior.
  - Plan for interior renovations.
  - Upgrade HVAC and mechanical systems.
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
  - Improve technology available in all meeting rooms.
  - Increase technology resources available for University City Public Library.
  - Explore RFID solutions for circulating collections
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 day care and preschools in University City.
- Increase library outreach to senior living facilities.
- Continue to improve Big Book Summer Reading and Youth Summer Reading.
- Implement Summer Reading software to allow at-home access to Summer Reading Programs.
- Increase the number of programs that promote lifelong learning.
- Continue to work with community groups on cooperative programs.
- Increase outreach to residential facilities in University City.

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 resources possible to our residents and library users.

**SIGNIFICANT CHANGES SINCE FY 19**

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

- The Library has gone fine-free, removing a barrier to access for patrons who need the Library most.
- An LSTA grant allowed the Library to purchase new Chromebooks, a new printer, and new computers for Youth Services patrons.
- Bond Architects has begun work on building renovation plans.
- Thanks to the Friends of the Library we were able to purchase supplies to improve our Home Services and Book Club Kit programs.
- The Library continues our Classics book discussion group, the Fourth Wednesday Book Group and our Middle School book discussions.
- The Library added a Science Fiction book discussion, the Orcs and Aliens Book Group, and began hosting a community Silent Book Group.
- The Library has formed a partnership with US Census to help make sure every U City resident is counted.
- The Washington University chapter of the National Society of Black Engineers continued to provide tutoring in our Youth Services department.
- Our new Tech trainer has begun a series of Maker programs.
- Thanks to an LSTA grant the Library added a new title to our workforce collection.

**SIGNIFICANT BUDGETARY ISSUES**

- The Library was successful in passing a ballot measure allowing for a new tax rate in April 2019.
- The Library will adjust its budget to improve services, repair and renovate the facilities and build enough reserves for operations, on-going maintenance and repairs, and other long-term obligations.



### PERFORMANCE SUMMARY

In the 2018-2019 fiscal year the Library loaned 396,991 traditional materials, 37,331 eBooks and downloadable audio, had over 30,000 uses of our databases, 36,397 computers sessions and 48,766 wifi sessions. The Library had 11,617 children and young adults attend 497 programs in the library and at other locations. Adult programs such as book clubs, author events, gallery openings, and discussions were attended by 4,671 people. As of June 30, 2019, UCPL had 40,460 active cardholders. The library loaned 30,483 items to other libraries through direct borrowing and interlibrary loan and borrowed 22,009 items from other libraries including those in our consortium. These requested materials are delivered by a contracted service five days a week, often arriving within a day of the patron's placing the hold.

The Summer Reading Program kept the Youth Services staff on the go during much of June and July. 445 children finished our summer reading program with at least 12 hours read. The staff was assisted by 80 teen volunteers. During the school year, frequent story times, after-school movies, and other activities engaged youngsters. The Friends of the Library continued to present programs for adults featuring several well-received readings and book signings by local authors. They also make an annual financial contribution to the library at their April Annual meeting. This last year, they gave the library \$14,000 to support this past year's *Universe of Stories* summer reading program and to help with the adult summer reading program. The library also presented a wide variety of programs for adults, including our ninth annual summer reading program for adults, the *Moby Dick* book discussion series; our *Wednesday Night* and *Classics* book groups; movie nights; our new and wildly pop book club meetings; as well as several cooperative programs with other organizations.

The library continues to receive generous donations from patrons to help support our materials and service budgets. This past year through the generous support from our Friends organization, University City residents and local businesses, the Library raised over \$37,000 in donations. UCPL received many donations in memory or in honor of a friend or loved one, and these gifts have allowed us to add many new titles to our collection. The library also supplements its income by applying for competitive grants and through participation in the annual University City Memorial Day Run. The library cooperates with the Green Center, and U. City in Bloom to coordinate this popular annual event, which netted over \$10,000 for the library this past May.



Department	Library
Program	Library Operations

Fund	Library
Account Number	06-65-60

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries - Full-Time	596,821	640,537	850,000	850,000	850,000	800,000	-6%
5340 Salaries - Part-Time & Temp	290,459	297,831	400,340	400,340	400,340	325,932	-19%
5380 Overtime	27,023	27,934	33,000	33,000	33,000	30,308	-8%
5420 Workers Compensation	4,856	5,519	5,000	5,000	5,000	5,000	0%
5460 Medical Insurance	79,229	75,555	82,600	82,600	82,600	89,998	9%
5540 EAP	455	455	500	500	500	500	0%
5660 Social Security Contributions	53,692	54,484	66,545	66,545	66,545	70,993	7%
5740 Pension Contribution Nonunif.	114,000	83,778	95,600	95,600	95,600	130,000	36%
5820 Defined Contribution Plan	8,257	9,379	9,366	9,366	9,366	8,550	-9%
5860 Unemployment	-	1,591	1,000	1,000	1,000	1,000	0%
5900 Medicare	12,545	12,738	15,562	15,562	15,562	16,603	7%
<b>Sub-Total Personnel Services</b>	<b>1,187,338</b>	<b>1,209,803</b>	<b>1,559,513</b>	<b>1,559,513</b>	<b>1,559,513</b>	<b>1,478,884</b>	<b>-5%</b>
<b>Contractual Services</b>							
6001 Auditing & Accounting	1,500	5,781	5,250	5,250	5,250	3,500	-33%
6010 Professional Services	23,308	68,686	41,572	41,572	41,572	129,312	211%
6020 Legal Services	-	15,236	8,750	8,750	8,750	12,000	37%
6040 Events & Receptions	879	1,787	4,050	4,050	4,050	4,050	0%
6050 Maintenance Contracts	31,649	30,814	40,139	40,139	40,139	36,797	-8%
6090 Postage	586	2,189	1,514	1,514	1,514	1,500	-1%
6120 Professional Development	7,155	9,136	8,200	8,200	8,200	6,850	-16%
6130 Advertising & Public Notices	280	616	500	500	500	1,300	160%
6150 Printing Services	747	768	750	750	750	2,500	233%
6160 Insurance - Property & Auto	20,000	20,000	20,000	20,000	20,000	31,100	56%
6170 Insurance - Liability	5,000	6,140	5,150	5,150	5,150	4,750	-8%
6250 Natural Gas	11,812	9,212	6,591	6,591	6,591	9,660	47%
6260 Electricity	53,081	51,383	44,131	44,131	44,131	46,788	6%
6270 Telephone & Pagers	7,031	9,406	16,796	16,796	16,796	7,655	-54%
6280 Water	4,345	3,574	4,718	4,718	4,718	3,500	-26%
6290 Sewer	2,158	2,580	3,589	3,589	3,589	2,640	-26%
6320 Internet Service	14,554	14,573	30,318	30,318	30,318	4,053	-87%
6360 Building Maintenance	16,402	17,923	22,111	22,111	22,111	12,550	-43%
6420 MLC Repairs & Maintenance	13,707	14,189	26,543	26,543	26,543	20,850	-21%
6550 Office Equipment Rental	5,102	4,890	4,341	4,341	4,341	5,330	23%
6560 Technology Services	8,446	8,868	7,505	7,505	7,505	26,360	251%
6610 Staff Training	-	59	1,400	1,400	1,400	1,400	0%
6640 Exterminations	649	390	523	523	523	400	-24%
6650 Membership & Certification	1,471	1,583	1,464	1,464	1,464	1,890	29%
6700 Misc. Operating Services	1,190	-	-	-	-	-	0%
6770 Bank and Credit Card Fees	-	1,728	569	569	569	900	58%
<b>Sub-Total Contractual Services</b>	<b>231,052</b>	<b>301,513</b>	<b>306,474</b>	<b>306,474</b>	<b>306,474</b>	<b>377,635</b>	<b>23%</b>
<b>Commodities</b>							
7001 Office Supplies	10,860	13,917	12,138	12,138	12,138	12,000	-1%
7050 Publications	207,283	203,559	326,400	326,400	326,400	326,400	0%
7090 Office & Computer Equip.	10,146	3,673	2,362	2,362	2,362	34,000	1339%
7130 Agriculture Supplies	-	-	-	-	-	5,000	100%
7330 Food	1,450	1,803	2,512	2,512	2,512	1,485	-41%
7370 Institutional Supplies	6,331	6,175	4,968	4,968	4,968	12,000	142%
7570 Hardware & Hand Tools	2,704	3,100	3,090	3,090	3,090	7,000	127%
7850 Awards & Gifts	118	-	-	-	-	800	100%
<b>Sub-Total Commodities</b>	<b>238,891</b>	<b>232,228</b>	<b>351,470</b>	<b>351,470</b>	<b>351,470</b>	<b>398,685</b>	<b>13%</b>
<b>Capital Outlay</b>							
8001 Building Improvements	-	-	590,778	590,778	590,778	604,961	2%
<b>Sub-Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>590,778</b>	<b>590,778</b>	<b>590,778</b>	<b>604,961</b>	<b>2%</b>
<b>Other</b>							
9050 Contingency	-	-	124,000	124,000	124,000	18,308	-85%
<b>Sub-Total Other</b>	<b>-</b>	<b>-</b>	<b>124,000</b>	<b>124,000</b>	<b>124,000</b>	<b>18,308</b>	<b>-85%</b>
<b>Total</b>	<b>1,657,281</b>	<b>1,743,543</b>	<b>2,932,235</b>	<b>2,932,235</b>	<b>2,932,235</b>	<b>2,878,473</b>	<b>-2%</b>



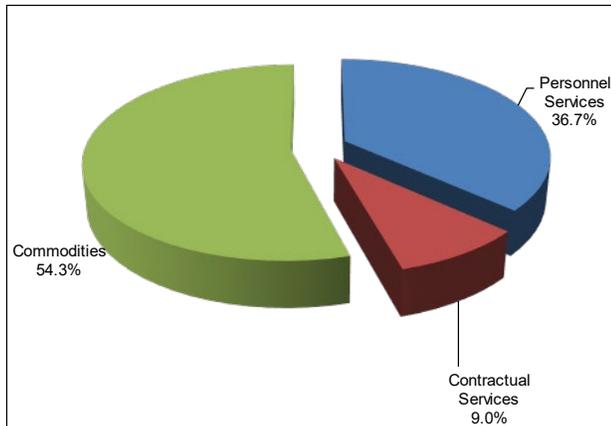
**LIBRARY GRANTS**

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.

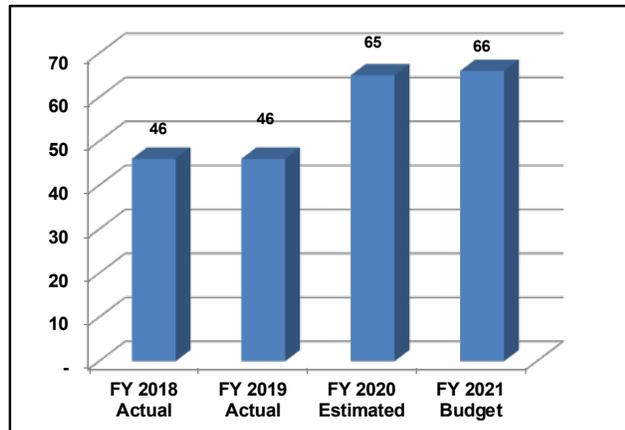
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	% over FY 2020
Personnel Services	55,249	54,389	28,650	28,650	28,650	24,339	-15%
Contractual Services	-	-	12,000	12,000	12,000	5,955	-50%
Commodities	-	-	24,000	24,000	24,000	36,090	50%
Capital Outlay	45,709	46,061	-	-	-	-	0%
<b>Total</b>	<b>100,958</b>	<b>100,450</b>	<b>64,650</b>	<b>64,650</b>	<b>64,650</b>	<b>66,384</b>	<b>3%</b>

**FY 2021 Budget**



**Total Expenditures**





For fiscal year 2018-2019, the library completed the following grants:

CALOP Film Camps (ongoing)	\$77,566.82
LSTA Racing to Read	\$19,950.00
RAC Program Support	\$12,000.00
LSTA Tech Mini-Grant	\$9,188.00
ALA American Creed	\$300.00
LSTA Summer Reading	\$13,000.00
MOSL Author Visit	\$1,826.00
LSTA Spotlight on Literacy	\$18,364.00

And in fiscal year 2019-2020 we have received the following:

LSTA Edge Action Plan Grant	\$14,119.00
ALA Libraries Connecting You to Coverage	\$500.00
MOSL Summer Reading Promotional Grant	\$288.47
MOSL Workforce Collection Development	\$1,500.00
LSTA Show Me Steps to Continuing Education	\$738.00
LSTA Summer Reading Program	\$8,900.00
Science Fiction Writers of America Collection Grant	\$1,600.00
LSTA Reading Challenge Software Grant	\$2,100.00



Department	Library Grants
Program	Library Grants

Fund	Library
Account Number	06-65-95

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Personnel Services</b>							
5001 Salaries Full time	42,665	43,777	-	-	-	-	0%
5340 Salaries- Part Time & Temp	1,147	-	28,650	28,650	28,650	24,339	-15%
5380 Overtime	82	-	-	-	-	-	0%
5420 Workers Compensation	96	193	-	-	-	-	0%
5460 Medical Insurance	8,273	7,580	-	-	-	-	0%
5660 Social Security Contributions	2,417	2,302	-	-	-	-	0%
5900 Medicare	569	537	-	-	-	-	0%
<b>Sub-Total Personnel Services</b>	<b>55,249</b>	<b>54,389</b>	<b>28,650</b>	<b>28,650</b>	<b>28,650</b>	<b>24,339</b>	<b>-15%</b>
<b>Contractual Services</b>							
6010 Professional Services	-	-	-	-	-	2,000	100%
6090 Postage	-	-	1,800	1,800	1,800	1,705	-5%
6150 Printing Services	-	-	9,000	9,000	9,000	800	-91%
6610 Staff Training	-	-	1,200	1,200	1,200	1,450	21%
<b>Sub-Total Contractual Services</b>	<b>-</b>	<b>-</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>5,955</b>	<b>-50%</b>
<b>Commodities</b>							
7001 Office Supplies	-	-	-	-	-	5,540	100%
7050 Publications	-	-	1,500	1,500	1,500	5,000	233%
7090 Office & Computer Equip.	-	-	22,500	22,500	22,500	25,550	14%
<b>Sub-Total Commodities</b>	<b>-</b>	<b>-</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>	<b>36,090</b>	<b>50%</b>
<b>Capital Outlay</b>							
8260 Grant Expenses	45,709	46,061	-	-	-	-	0%
<b>Sub-Total Capital Outlay</b>	<b>45,709</b>	<b>46,061</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Total</b>	<b>100,958</b>	<b>100,450</b>	<b>64,650</b>	<b>64,650</b>	<b>64,650</b>	<b>66,384</b>	<b>3%</b>



## DEBT SERVICE

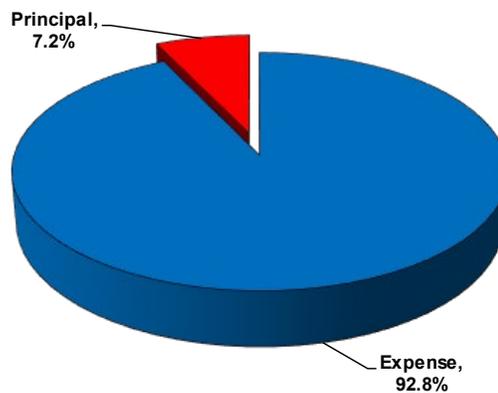
### DEBT SERVICE (Public Safety Sales Tax Fund)

In accordance with provisions from the City Manager, this account provides for the repayment of debt from a capital lease agreement to finance the purchase of a fire ladder truck.

#### BUDGET EXPENDITURES

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Principal	-	-	101,062	101,062	101,062	106,750	6%
Interest	-	-	13,349	13,349	13,349	8,250	-38%
<b>Total</b>	<b>-</b>	<b>-</b>	<b>114,411</b>	<b>114,411</b>	<b>114,411</b>	<b>115,000</b>	<b>1%</b>

#### EXPENDITURE PIE CHART



Capital Lease Payment Made from Public Safety Sales Tax Fund					
Date	Principal	Interest	Total P & I	Fiscal Interest	Fiscal Total
9/1/2020	103,601	10,810	114,411	10,810	114,411
9/1/2021	106,204	8,207	114,411		
9/1/2022	108,872	5,539	114,411		
9/1/2023	111,607	2,804	114,411		
	\$ 430,284	\$ 27,360	\$ 457,644	\$ 10,810	\$ 114,411



Department	Public Safety Sales Tax
Program	Capital Lease

Fund	Public Safety
Account Number	15-35-90

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Other</b>							
9150 Debt Service - Principal	-	-	101,062	101,062	101,062	106,750	6%
9200 Debt Service - Interest	-	-	13,349	13,349	13,349	8,250	-38%
<b>Sub-Total Other</b>	-	-	<b>114,411</b>	<b>114,411</b>	<b>114,411</b>	<b>115,000</b>	<b>1%</b>
<b>Total</b>	-	-	<b>114,411</b>	<b>114,411</b>	<b>114,411</b>	<b>115,000</b>	<b>1%</b>



### ARTICLE XVII – UNIVERSITY CITY LOOP SPECIAL BUSINESS DISTRICT

It is the intention of the City Council to establish a University City Loop Special business district as a mechanism whereby local merchants and property owners can collectively enhance their environment and promote retail trade activities, as provided by Chapter 71, Sections 71.790 through 71.808 inclusive, RSMo.

*SPECIAL BUSINESS DISTRICT:* A body corporate and politic, and a political subdivision of the State of Missouri, whose main purpose is the improvement of the environment and the promotion of business in the area it encompasses.

#### REVENUES

For the purpose of paying for all costs and expenses incurred in the operation of the district, and/or the provision of services and improvement authorized in Section 120.960:

1. The business and individuals licensed by the City to do business within the district, except vendors at the Market in the Loop, shall be subject to additional business license tax of fifty percent (50%) over any other business license taxes levied by the City; and
2. The real property in the district shall be subject to an additional tax of eighty-five cents (\$0.85) per one hundred dollar (\$100.00) assessed valuation; and
3. The special assessment provided for by this Chapter shall be collected by the City and held in a special account for dispersal to the district with the approval by the City Council.

#### TAX ABATEMENT

No real property within the district subject to partial tax abatement under the provision of the Urban Redevelopment Ordinance No. 5085, and/or the Urban Redevelopment Corporations Law of Missouri, shall be exempt from the taxes levied in Section 120.910.

#### BONDS

For the purpose of paying all costs and expenses to be incurred in the acquisition, construction improvement and/or expansion of any of the facilities of the district, the district may incur indebtedness and issue general obligation and/or revenue bonds, or notes for the payment thereof, subject to the requirements for such instruments found in the RSMo 2011, 2.56.060.

#### ALLOWABLE IMPROVEMENTS AND ACTIVITIES

The funds of the district may be used for any of the following improvements and activities with the approval of the City Council:

1. To close existing streets or alleys or to open new streets and alleys to widen or narrow existing streets and alleys in whole or in part;
2. To construct or install pedestrian or shopping malls, plazas, sidewalks or moving sidewalks, parks, meeting and display facilities convention centers, arena, bus stop shelters, lighting benches or other seating furniture, sculptures, telephone booths, traffic signs, fire hydrants, kiosks, trash receptacles, marquees, awnings, canopies, walls and barriers, paintings, murals, alleys, shelters, display cases, fountains, restrooms, information booths, aquariums, aviaries, tunnels and ramps,



## SPECIAL DISTRICTS

3. pedestrian and vehicular overpasses and underpasses, and each and every other useful or necessary or desired improvement;
4. To landscape and plant trees, bushes and shrubbery, flowers and each and every other kind of decorative planting;
5. To install and operate, or to lease, public music and news facilities;
6. To purchase and operate buses, minibuses, mobile benches, and other modes of transportation;
7. To construct and operate child care facilities;
8. To lease space within the district for sidewalk café tables and chairs;
9. To construct lakes, dams and waterways of whatever size;
10. To provide special police or cleaning facilities and personnel for the protection and enjoyment of the property owners and the general public using the facilities of such business district;
11. To maintain, as hereinafter provided, all City-owned streets, alleys, malls, bridges, ramps, tunnels, lawns, trees and decorative plantings of each and every nature, and every structure or object of any nature whatsoever constructed or operated by the said municipality;
12. To grant permits for newsstands, sidewalk cafes, and each and every other useful or necessary or desired private usage of public or private property;
13. To prohibit or restrict vehicular traffic on such streets within the business district as the Governing Body may deem necessary and to provide the means for access by emergency vehicles to or in such areas;
14. To lease, acquire, construct, reconstruct, extend, maintain or repair parking lots or parking garages, both above and below ground, or other facilities for the parking of vehicles, including the power to install such facilities in public area, whether such areas are owned in fee or by easement;
15. To promote business activity in the district by, but not limited to, advertising, decoration of any public place in the area, promotion of public events which are to take place on or in public places, furnishing of music in any public place, and the general promotion of trade activities in the district.

For FY 2019, the district set the tax rate at \$0.445 per \$100.00 for residential properties and \$0.403 per \$100.00 for commercial property. The district projected the property tax to be \$48,000 and business license of \$29,500.

### BUDGET REVENUES

Property Tax	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Real Property	47,665	43,765	50,000	50,000	50,000	48,000	-4%
Intergovernmental	-	74,469	-	-	-	-	0%
Business License	28,958	29,171	30,000	30,000	30,000	29,500	-2%
Miscellaneous	30,444	6,634	-	-	-	-	0%
Donation/Transfer In	131,976	-	-	-	-	-	0%
<b>Total</b>	<b>239,043</b>	<b>154,039</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>77,500</b>	<b>-3%</b>



**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.

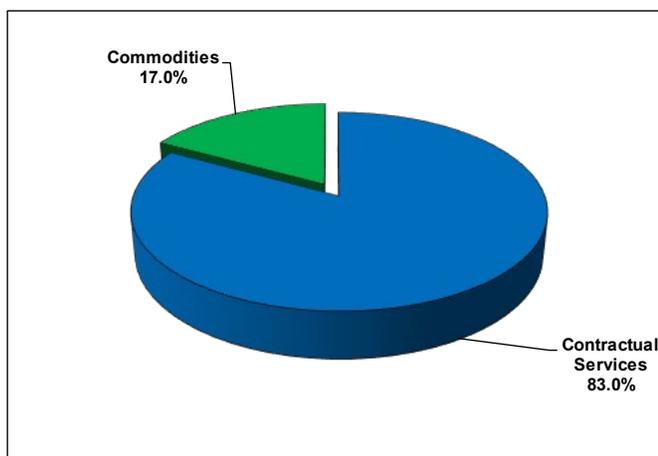
The City Council is responsible for imposing business license fees for the LSBD and for levying dedicated taxes to provided funding for the entity. Additionally, the City Council, through the district board, has discretion as to how the revenues of the entity are to be utilized.

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.

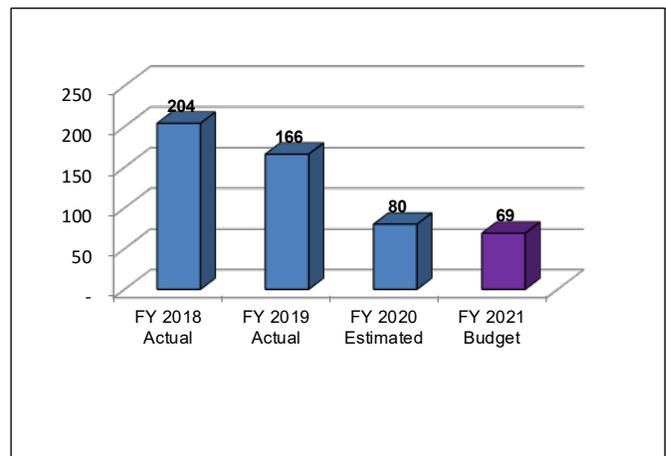
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	% over FY 2020
Contractual Services	204,185	163,757	60,600	60,600	60,600	57,100	-6%
Commodities	290	2,619	19,300	19,300	19,300	11,700	-39%
<b>Total</b>	<b>204,475</b>	<b>166,376</b>	<b>79,900</b>	<b>79,900</b>	<b>79,900</b>	<b>68,800</b>	<b>-14%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Non-Department
Program	Loop Business District

Fund	Loop Business District
Account Number	18-70-74

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Contractual Services</b>							
6001 Auditing & Accounting	600	-	3,000	3,000	3,000	3,000	0%
6010 Professional Services	12,398	506	42,100	42,100	42,100	-	-100%
6040 Events & Receptions	90,687	70,896	-	-	-	35,800	100%
6050 Maintenance Contracts	22,133	15,078	8,400	8,400	8,400	9,900	18%
6070 Temporary Labor	380	555	1,000	1,000	1,000	-	-100%
6090 Postage	120	-	500	500	500	500	0%
6130 Advertising & Public Notices	46,302	16,294	-	-	-	-	0%
6136 Marketing and Promotional	150	58,133	-	-	-	-	0%
6150 Printing Services	3,574	-	1,000	1,000	1,000	1,800	80%
6190 Insurance Misc	-	-	1,500	1,500	1,500	3,000	100%
6260 Electricity	-	-	-	-	-	-	0%
6270 Telephone & Pagers	468	782	100	100	100	100	0%
6320 Internet Services	1,489	-	2,000	2,000	2,000	2,000	0%
6650 Membership & Certification	7,000	-	1,000	1,000	1,000	1,000	0%
6700 Misc. Operating Services	1,816	1,512	-	-	-	-	0%
6705 Misc. Non-Operating Services	17,068	-	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	<b>204,185</b>	<b>163,757</b>	<b>60,600</b>	<b>60,600</b>	<b>60,600</b>	<b>57,100</b>	<b>-6%</b>
<b>Commodities</b>							
7001 Office Supplies	290	2,062	1,300	1,300	1,300	700	-46%
7130 Agriculture Supplies	-	-	8,000	8,000	8,000	3,000	-63%
7690 Recreational Supplies	-	-	2,000	2,000	2,000	-	-100%
7850 Awards & Gifts	-	-	-	-	-	-	0%
7890 Miscellaneous	-	557	8,000	8,000	8,000	8,000	0%
<b>Sub-Total Commodities</b>	<b>290</b>	<b>2,619</b>	<b>19,300</b>	<b>19,300</b>	<b>19,300</b>	<b>11,700</b>	<b>-39%</b>
<b>Total</b>	<b>204,475</b>	<b>166,375</b>	<b>79,900</b>	<b>79,900</b>	<b>79,900</b>	<b>68,800</b>	<b>-14%</b>



**ARTICLE XVI - PARKVIEW GARDENS SPECIAL BUSINESS DISTRICT**

The City Council of the City of University City makes the following finds, determinations and statements:

1. The City Council adopted a resolution on January 9, 1996, as the resolution of intention to establish a Parkview Gardens special business district pursuant to which the ordinance codified in this Chapter is adopted; and
2. The City Council held a hearing on January 22, 1996, in the Council Chambers, City Hall, 6801 Delmar Boulevard, University City, Missouri to consider the formation of the Parkview Gardens special business district; and
3. The Parkview Gardens special business district shall have a boundary as described on file in the City Offices.

**RATE OF PROPERTY LEVY**

The initial rate of levy to be imposed upon property lying within the Parkview Gardens special business district shall be eighty-five (\$0.85) on the one hundred dollar (\$100.00) assessed valuation and there is imposed, subject to the requisite majority of the qualified voters of the Parkview Gardens voting thereon, upon all real property lying within the district.

**USE OF REVENUE**

The uses to which the additional revenue shall be put shall be:

1. Marketing and promotion;
2. Neighborhood/district beautification;
3. Youth recreation programs; and
4. Crime prevention programs

For FY 2019, the district set the tax rate at \$0.431 per \$100.00 for residential properties and \$0.850 per \$100.00 for commercial property. The district projected the revenue to be \$92,300.

**BUDGET REVENUE**

<b>Property Tax</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Original</b>	<b>FY 2020 Amended</b>	<b>FY 2020 Estimated</b>	<b>FY 2021 Budget</b>	<b>% over FY 2020</b>
Real Property	96,046	101,656	90,300	90,300	90,300	92,300	2%
<b>Total</b>	<b>96,046</b>	<b>101,656</b>	<b>90,300</b>	<b>90,300</b>	<b>90,300</b>	<b>92,300</b>	<b>2%</b>



**PARKVIEW GARDENS SPECIAL BUSINESS DISTRICT**

As mentioned in the previously, 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.

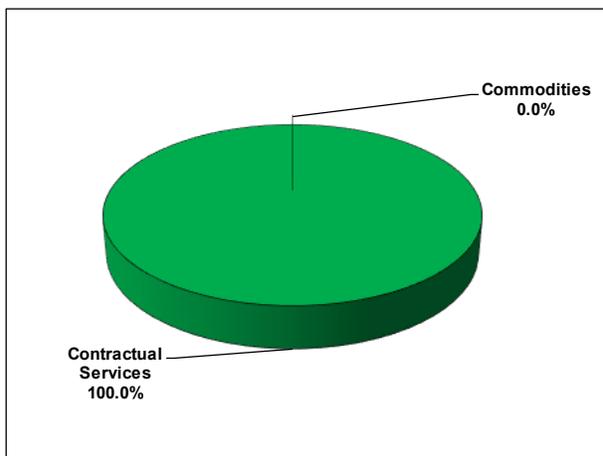
The City Council is responsible for levying dedicated taxes to provide funding for the entity. Additionally, the City Council, through the district board, has the discretion as to how the revenues of the entity are to be utilized.

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.

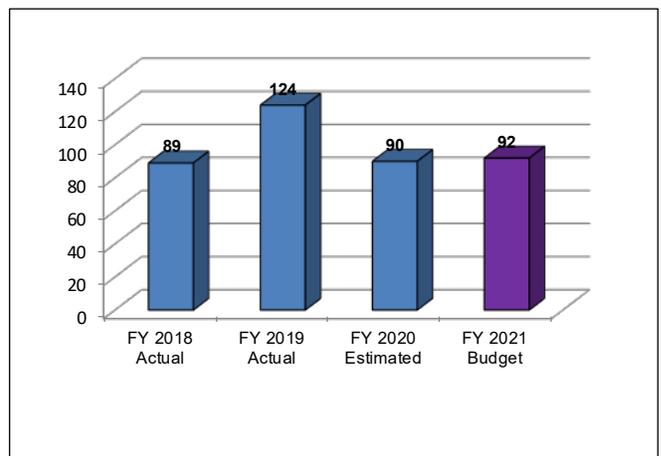
**BUDGET EXPENDITURES**

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	% over FY 2020
Contractual Services	48,489	59,959	90,300	90,300	90,300	92,300	2%
Commodities	40,165	63,996	-	-	-	-	0%
<b>Total</b>	<b>88,654</b>	<b>123,955</b>	<b>90,300</b>	<b>90,300</b>	<b>90,300</b>	<b>92,300</b>	<b>2%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Non- Departmental
Program	Parkview Garden Special District

Fund	Parkview Gardens
Account Number	19-70-76

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Contractual Services</b>							
6001 Auditing & Accounting	600	-	300	300	300	500	67%
6010 Professional Services	2,590	9,621	7,000	7,000	7,000	5,000	-29%
6050 Maintenance Contracts	25,343	21,070	11,000	11,000	11,000	21,500	95%
6090 Postage	-	4,300	-	-	-	-	0%
6130 Advertising & Public Notices	15,733	16,552	19,000	19,000	19,000	23,400	23%
6150 Printing Services	3,974	4,258	-	-	-	-	0%
6360 Building Maintenance	250	4,148	-	-	-	-	0%
6700 Misc Operating Services	-	-	53,000	53,000	53,000	41,900	-21%
6770 Bank & Credit Card Fees	-	9	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	<b>48,489</b>	<b>59,958</b>	<b>90,300</b>	<b>90,300</b>	<b>90,300</b>	<b>92,300</b>	<b>2%</b>
<b>Commodities</b>							
7850 Awards & Gifts	40,165	63,995	-	-	-	-	
<b>Sub-Total Commodities</b>	<b>40,165</b>	<b>63,995</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Total</b>	<b>88,654</b>	<b>123,954</b>	<b>90,300</b>	<b>90,300</b>	<b>90,300</b>	<b>92,300</b>	<b>2%</b>



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## PENSION (For Information Only)

### POLICE AND FIRE PENSION

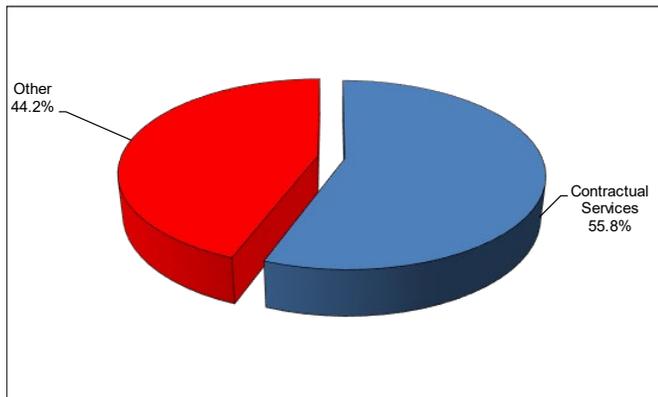
The *Pension Administration* program provides retirement benefit administration for all eligible sworn police and firefighters of the City, including benefits for their survivors.

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.

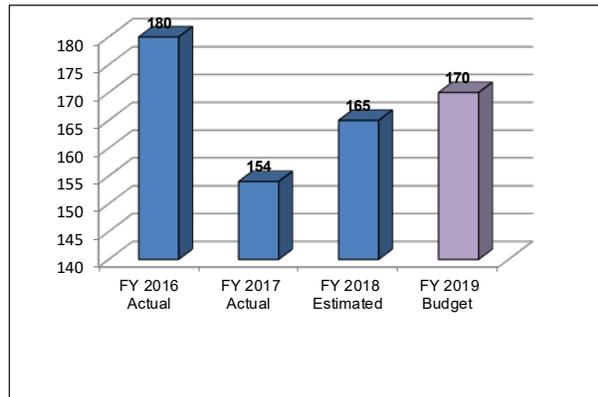
### BUDGET EXPENDITURES

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Contractual Services	100,252	91,763	89,500	89,500	89,500	94,500	6%
Other	80,159	62,148	75,000	75,000	75,000	75,000	0%
<b>Total</b>	<b>180,411</b>	<b>153,912</b>	<b>164,500</b>	<b>164,500</b>	<b>164,500</b>	<b>169,500</b>	<b>3%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Uniformed Pension
Program	Pension Administration

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

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Contractual Services</b>							
6001 Auditing & Accounting	2,500	-	2,500	2,500	2,500	2,500	0%
6010 Professional Services	35,163	28,464	27,000	27,000	27,000	25,000	-7%
6020 Legal Services	-	226	1,000	1,000	1,000	1,000	0%
6130 Advertising & Public Notices	-	-	-	-	-	-	0%
6240 Insurance - Disability	36,286	36,370	33,000	33,000	33,000	37,000	12%
6245 Group Life	22,763	23,138	22,000	22,000	22,000	25,000	14%
6580 Insurance - Fiduciary	3,540	3,565	4,000	4,000	4,000	4,000	0%
6770 Bank & Credit Card Fees	-	-	-	-	-	-	0%
<b>Sub-Total Contractual Services</b>	<b>100,252</b>	<b>91,763</b>	<b>89,500</b>	<b>89,500</b>	<b>89,500</b>	<b>94,500</b>	<b>6%</b>
<b>Other</b>							
9500 Administrative Expenses	80,159	62,148	75,000	75,000	75,000	75,000	0%
<b>Sub-Total Other</b>	<b>80,159</b>	<b>62,148</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>0%</b>
<b>Total</b>	<b>180,411</b>	<b>153,912</b>	<b>164,500</b>	<b>164,500</b>	<b>164,500</b>	<b>169,500</b>	<b>3%</b>



## PENSION (For Information Only)

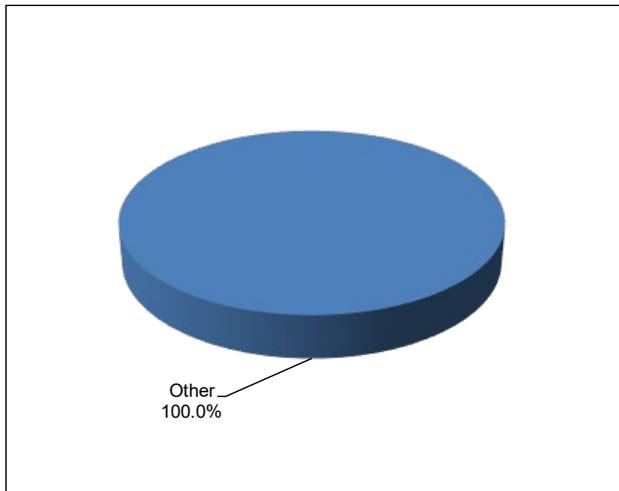
The *Pension Benefits* program provides retirement benefits for all eligible sworn police and firefighters of the City and also provides benefits for the survivors of uniformed employees.

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.

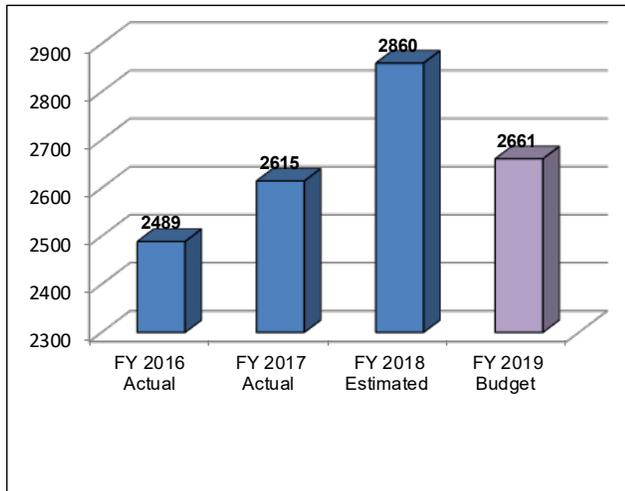
### BUDGET EXPENDITURES

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Other	2,489,162	2,615,088	2,859,688	2,859,688	2,859,688	2,661,000	-7%
<b>Tot</b>	<b>2,489,162</b>	<b>2,615,088</b>	<b>2,859,688</b>	<b>2,859,688</b>	<b>2,859,688</b>	<b>2,661,000</b>	<b>-7%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Uniformed Pension
Program	Pension Benefits

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

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Other</b>							
9300 Retirement Benefits	2,096,136	2,158,746	2,400,000	2,400,000	2,400,000	2,172,000	-10%
9350 Disability Benefits	120,533	120,533	120,000	120,000	120,000	122,000	2%
9400 Survivor's Benefits	96,329	92,832	100,000	100,000	100,000	105,000	5%
9450 Death Benefits	11,085		11,000	11,000	11,000	12,000	9%
9750 10-Year City Contribution	165,079	242,977	228,688	228,688	228,688	250,000	9%
<b>Sub-Total Other</b>	<b>2,489,162</b>	<b>2,615,088</b>	<b>2,859,688</b>	<b>2,859,688</b>	<b>2,859,688</b>	<b>2,661,000</b>	<b>-7%</b>
<b>Total</b>	<b>2,489,162</b>	<b>2,615,088</b>	<b>2,859,688</b>	<b>2,859,688</b>	<b>2,859,688</b>	<b>2,661,000</b>	<b>-7%</b>



## PENSION (For Information Only)

### NON-UNIFORMED EMPLOYEE PENSION

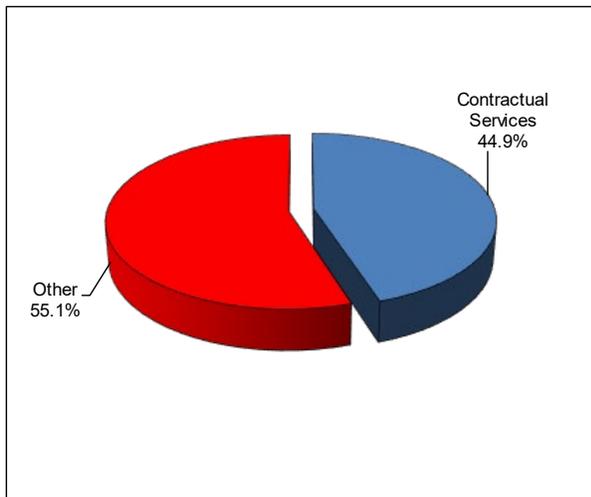
The *Pension Administration* program provides retirement benefit administration for all regular full-time, non-uniformed employees of the City, including benefits for their survivors.

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.

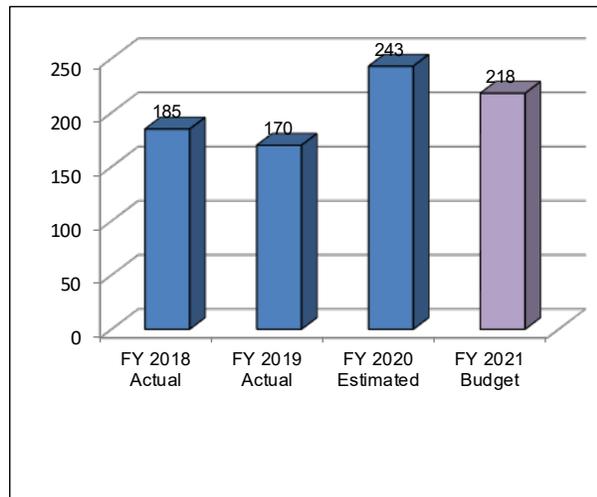
### BUDGET EXPENDITURES

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	FY 2021 Budget	% over FY 2020
Contractual Services	110,557	102,981	98,100	98,100	98,100	97,978	0%
Other	74,373	65,992	145,000	145,000	145,000	120,000	-17%
<b>Total</b>	<b>184,930</b>	<b>168,972</b>	<b>243,100</b>	<b>243,100</b>	<b>243,100</b>	<b>217,978</b>	<b>-10%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Non-Uniformed Pension
Program	Pension Administration

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

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Contractual Services</b>							
6001 Auditing & Accounting	2,500	-	2,500	2,500	2,500	2,500	0%
6010 Professional Services	32,345	26,469	26,000	26,000	26,000	26,000	0%
6020 Legal Services	-	226	1,000	1,000	1,000	1,000	0%
6240 Insurance - Disability	44,356	44,451	40,000	40,000	40,000	42,000	5%
6245 Group Life	27,817	28,270	25,000	25,000	25,000	22,778	-9%
6580 Insurance - Fiduciary	3,539	3,565	3,600	3,600	3,600	3,700	3%
<b>Sub-Total Contractual Services</b>	<b>110,557</b>	<b>102,981</b>	<b>98,100</b>	<b>98,100</b>	<b>98,100</b>	<b>97,978</b>	<b>0%</b>
<b>Other</b>							
9500 Administrative Expenses	74,373	65,992	60,000	60,000	60,000	70,000	17%
9600 Refund of Contributions	-	-	85,000	85,000	85,000	50,000	-41%
<b>Sub-Total Other</b>	<b>74,373</b>	<b>65,992</b>	<b>145,000</b>	<b>145,000</b>	<b>145,000</b>	<b>120,000</b>	<b>-17%</b>
<b>Total</b>	<b>184,930</b>	<b>168,972</b>	<b>243,100</b>	<b>243,100</b>	<b>243,100</b>	<b>217,978</b>	<b>-10%</b>



## PENSION (For Information Only)

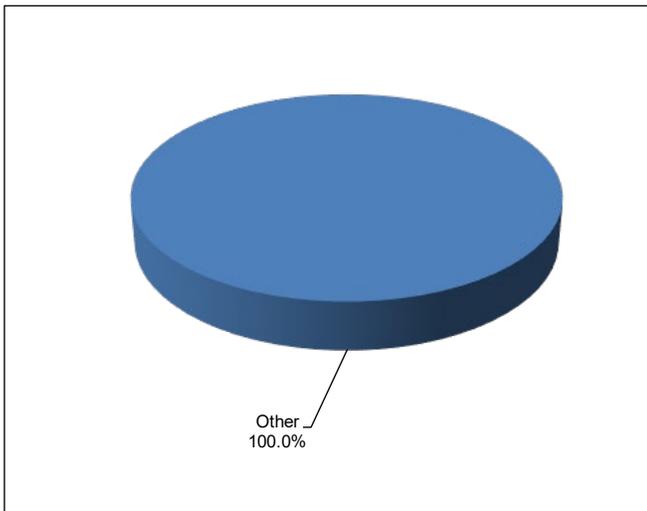
The *Pension Benefits* program provides retirement benefits for all regular full-time, non-uniformed employees of the City, including benefits for their survivors.

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.

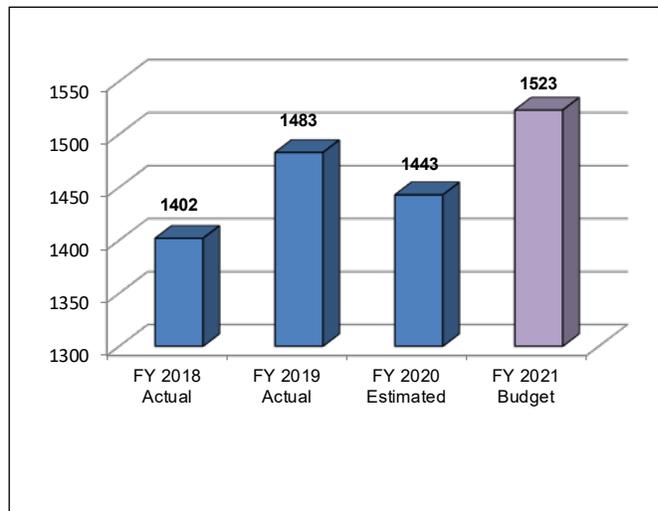
### BUDGET EXPENDITURES

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original	FY 2020 Amended	FY 2020 Estimated	<b>FY 2021 Budget</b>	% over FY 2020
Other	1,401,957	1,483,454	1,443,000	1,443,000	1,443,000	1,523,000	6%
	<b>1,401,957</b>	<b>1,483,454</b>	<b>1,443,000</b>	<b>1,443,000</b>	<b>1,443,000</b>	<b>1,523,000</b>	<b>6%</b>

**FY 2021 Budget**



**Total Expenditures**





Department	Non-Uniformed Pension
Program	Pension Benefits

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

	FY 2018 Actual	FY 2019 Actual	FY2020 Original	FY2020 Amended	FY2020 Estimated	FY 2021 Budget	% over FY 2020
<b>Other</b>							
9300 Retirement Benefits	1,283,750	1,325,411	1,300,000	1,300,000	1,300,000	1,392,000	7%
9350 Disability Benefits	5,952	1,488	6,000	6,000	6,000	6,000	0%
9400 Survivor's Benefits	112,255	112,254	127,000	127,000	127,000	115,000	-9%
9600 Refund of Contributions	-	44,301	10,000	10,000	10,000	10,000	0%
<b>Sub-Total Other</b>	<b>1,401,957</b>	<b>1,483,454</b>	<b>1,443,000</b>	<b>1,443,000</b>	<b>1,443,000</b>	<b>1,523,000</b>	<b>6%</b>
<b>Total</b>	<b>1,401,957</b>	<b>1,483,454</b>	<b>1,443,000</b>	<b>1,443,000</b>	<b>1,443,000</b>	<b>1,523,000</b>	<b>6%</b>



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**Capital Improvement Plan**  
**Adopted Budget**  
**Fiscal Year 2021**



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.

### **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.

### Capital Improvement Plan Budget

The City annually updates the *Five-Year Capital Improvement Program (CIP)* plan, which is now based on FY 2021 through FY 2025 and includes \$35.0 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, Parks and Storm Water Sales Tax Funds and Public Parking Garage Fund). 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

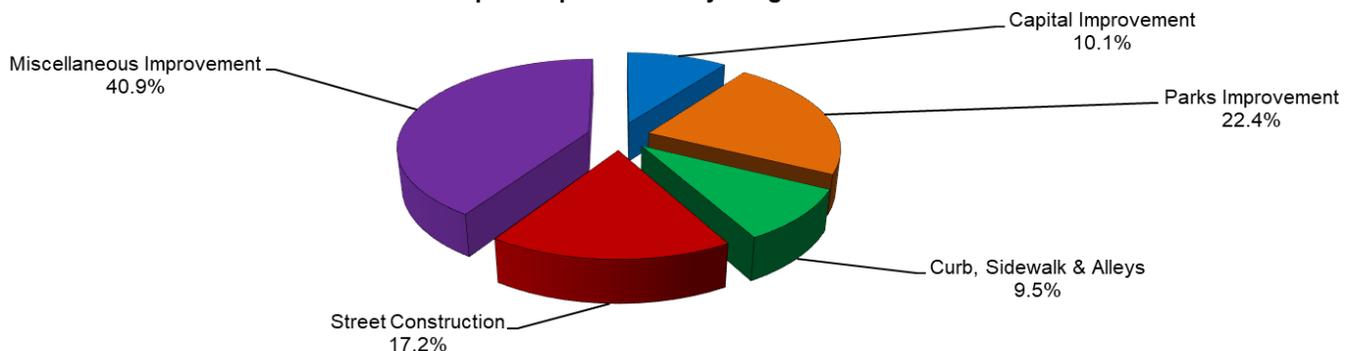
University City's operating budget is directly affected by the CIP. Almost every new capital improvement entails additional ongoing expenses for routine operation, repair and maintenance upon completion or acquisition that must be incorporated into the operating budget. Older facilities usually involve 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 2021 to 2025 CIP reflects the following estimated operating cost for capital projects:



# CAPITAL IMPROVEMENT

	PROGRAM	CAPITAL IMPROVEMENT SALES TAX	GENERAL FUND	GOLF COURSE	GRANT	PARK SALES TAX	PUBLIC SAFETY SALES TAX	SOLID WASTE	TOTAL
	<b>Capital Improvement</b>								
1	City Facilities Improvement	\$ 100,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
	<b>Curbs, Sidewalk &amp; Alleys</b>								
2	Curb and Sidewalk Replacement	300,000	-	-	78,000	-	-	-	378,000
	<b>Street Construction</b>								
3	Canton Ave Resurfacing and Upgrades	16,000	-	-	64,000	-	-	-	80,000
4	Street Maintenance Program	600,000	-	-	-	-	-	-	600,000
	<b>Parks Improvement</b>								
5	Kaufman Park Playground Surface Replacement	65,000	-	-	-	-	-	-	65,000
6	Kingsland Park Playground Surface Replacement	62,535	-	-	-	-	-	-	62,535
7	Ackert Park Renovation Project	-	52,080	-	525,000	-	-	-	577,080
8	Heman Park Pool Improvement	-	-	-	-	90,000	-	-	90,000
9	Mooney Park Playground Surfacing Replacement	-	-	-	-	92,275	-	-	92,275
	<b>Miscellaneous Improvement</b>								
10	Enclosed Trailer	14,500	-	-	-	-	-	-	14,500
11	Heman Park Security Lighting	40,000	-	-	-	-	-	-	40,000
12	Maintenance Yard Storm Water Management	15,000	-	-	-	-	-	-	15,000
13	Dump Truck Bed Replacement	20,000	-	-	-	-	-	-	20,000
14	Snow X Salt Spreader	7,000	-	-	-	-	-	-	7,000
15	Trailer for Zero Turn Mower	5,000	-	-	-	-	-	-	5,000
16	Two Dump Truck Replacements	125,000	-	-	-	-	-	-	125,000
17	Wide Area Mower Replacement	-	111,200	-	-	-	-	-	111,200
18	Ruth Park Golf Course Netting Replacement	-	-	50,000	-	-	-	-	50,000
19	Ruth Park Golf Course Parking Lot Replacement	-	-	50,000	-	-	-	-	50,000
20	Solid Waste Grant Projects	-	-	-	100,000	-	-	20,000	120,000
21	Lucas Chest Compression System	-	-	-	-	39,459	-	-	39,459
22	Tree Replacement Program	-	-	-	-	25,000	-	-	25,000
23	Hazardous Tree Removal & Replacement Program	-	-	-	-	25,000	-	-	25,000
24	Heman Park Asphalt Trail Repairs	-	-	-	-	125,000	-	-	125,000
25	Ballfield Groomer	-	-	-	-	36,775	-	-	36,775
26	Ladder Truck Replacement	-	-	-	-	-	250,000	-	250,000
27	Ambulance Purchase	-	-	-	-	-	150,000	-	150,000
28	Fire Marshall Vehicle	-	-	-	-	-	50,000	-	50,000
29	Fire Marshall Drone Equipment	-	-	-	-	-	22,000	-	22,000
30	Medical Supplies	-	-	-	-	-	23,715	-	23,715
31	Police Vehicle Purchase	-	-	-	-	-	140,000	-	140,000
32	Speed Reduction Trailer	-	-	-	-	-	50,000	-	50,000
33	Speed Reduction Equipment	-	-	-	-	-	10,000	-	10,000
34	Replacement of Road Tractor	-	-	-	-	-	-	90,000	90,000
35	Route Management System	-	-	-	-	-	-	25,000	25,000
		<b>\$ 1,370,035</b>	<b>\$ 463,280</b>	<b>\$ 100,000</b>	<b>\$ 767,000</b>	<b>\$ 433,509</b>	<b>\$ 695,715</b>	<b>\$ 135,000</b>	<b>\$ 3,964,539</b>

Capital Improvement by Program





**Summary of  
Capital Improvement Program**

	Project #	Priority	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
<b>ALL CIP PROJECTS</b>								
Ackert Park Renovation Project	PR21-01	2	52,080	-	-	-	-	52,080
Ackert Park Renovation Project	PR21-01	2	525,000	-	-	-	-	525,000
Aerial Bucket Truck Replacement	PR24-01	1	-	-	-	450,000	-	450,000
Alley Trash Truck Replacement	PW-S22-05	1	-	215,000	-	-	-	215,000
Ambulance Purchase	FIRE21-01	1	150,000	150,000	-	-	-	300,000
Automated Side Loading Truck Replacement	PW-S22-01	1	-	275,000	-	-	-	275,000
Automated Side Loading Truck Replacement	PW-S23-01	1	-	-	275,000	-	-	275,000
Automated Side Loading Truck Replacement	PW-S24-01	1	-	-	-	275,000	-	275,000
Automated Side Loading Truck Replacement	PW-S25-01	1	-	-	-	-	275,000	275,000
Ballfield Groomer	PR21-05	3	36,775	-	-	-	-	36,775
Canton Ave Resurfacing and Upgrades	PW-ST21-22-7	1	16,000	170,000	-	-	-	186,000
Canton Ave Resurfacing and Upgrades	PW-ST21-22-7	1	64,000	680,000	-	-	-	744,000
Cardboard Compactor Replacement	PW-S22-04	3	-	30,000	-	-	-	30,000
Centennial Commons Indoor Turf Replacement	PR22-01	1	-	150,000	-	-	-	150,000
Center Drive Reconstruction	PW-ST22-03	1	-	120,000	-	-	-	120,000
City Facilities Improvements	PW-A21-25-02	1	100,000	500,000	500,000	500,000	500,000	2,100,000
City Facilities Improvements	PW-A21-25-02	1	300,000	-	-	-	-	300,000
Crane Truck Replacement	PR22-02	1	-	120,000	-	-	-	120,000
Curb and Sidewalk Replacement Program	PW-ST21-25-2	1	300,000	400,000	400,000	400,000	400,000	1,900,000
Curb and Sidewalk Replacement Program	PW-ST21-25-2	1	78,000	78,000	78,000	78,000	78,000	390,000
Drexel Ave Reconstruction	PW-ST22-04	1	-	175,000	-	-	-	175,000
Dump Truck Bed Replacements	PW-ST21-01	1	20,000	-	-	-	-	20,000
Dump Truck Replacement	PR23-03	1	-	-	140,695	-	-	140,695
Enclosed Trailer	PR21-06	3	\$ 14,500	\$ -	\$ -	\$ -	\$ -	\$ 14,500
Enhanced Street Lighting	PW-ST21-25-4	2	-	50,000	75,000	75,000	75,000	275,000
Facility Lot Maintenance	GLF24-01	3	-	-	-	100,000	-	100,000
Fairway Mower Replacement	GLF23-01	2	-	-	45,000	-	-	45,000
Ferguson Avenue Improvements	PW-ST23-24-1	3	-	-	15,000	120,000	-	135,000
Ferguson Avenue Improvements	PW-ST23-24-1	3	-	-	60,000	380,000	-	440,000
Fire Marshall Drone Equipment	FIRE21-04	3	22,000	-	-	-	-	22,000
Fire Marshall Vehicle	FIRE21-03	1	50,000	-	-	-	-	50,000
Greensfelder Park Renovation - P1	PR22/25-03	3	-	317,820	525,000	-	462,498	1,305,318
Greensfelder Park Renovation - P1	PR22/25-03	3	-	35,315	26,250	-	24,342	85,907
Hazardous Tree Removal and Replacement Program	PR21/25-13	1	25,000	25,000	25,000	25,000	25,000	125,000
Heman Park Asphalt Trail Repairs	PR21-03	3	125,000	-	-	-	-	125,000
Heman Park Improvements	PR24-02	2	-	-	-	6,318,020	-	6,318,020
Heman Park Mstr Plan Update	PR23-02	2	-	-	25,000	-	-	25,000
Heman Park Pool Improvement	PR21-08	2	90,000	-	-	-	-	90,000
Heman Park Pool Pump Replacement	PR23-01	1	-	-	100,000	-	-	100,000
Heman Park Security Lighting	PR21-07	1	40,000	-	-	-	-	40,000
Heman Park Service Road/Trail Improvement	PR22-04	1	-	150,000	-	-	-	150,000
Kaufman Park-Playground Surface Replacement	PR21-09	1	65,000	-	-	-	-	65,000
Kempland Bridge Reconstruction	PW-ST24-25-2	2	-	-	-	80,000	-	80,000
Kempland Bridge Reconstruction	PW-ST24-25-2	2	-	-	-	-	800,000	800,000
Kingsland Park Playground Surfacing Replacement	PR21-10	1	62,535	-	-	-	-	62,535
Ladder Truck Replacement	FIRE 21/25-02	2	250,000	250,000	250,000	250,000	250,000	1,250,000
Lucas Chest Compression System	FIRE21-05	2	39,459	-	-	-	-	39,459
Maintenance Yard Storm Water Management	PW-S21-03	1	15,000	-	-	-	-	15,000
Medical Supplies	FIRE21-06	1	23,715	-	-	-	-	23,715
Mooney Park - Playground Surfacing Replacement	PR21-11	1	92,275	-	-	-	-	92,275
Out Front Mower Replacement	PR24-03	3	-	-	-	50,000	-	50,000
Parking Lot #3 Resurface	PW-ST24-01	3	-	-	-	80,000	-	80,000
Parking Meter Replacement Program	PW-A22/25-01	3	-	50,000	50,000	-	-	100,000
Pershing Ave Resurfacing and ADA Upgrades	PW-ST24-25-3	2	-	-	-	100,000	-	100,000
Pershing Ave Resurfacing and ADA Upgrades	PW-ST24-25-3	2	-	-	-	-	800,000	800,000
Pickup Trucks - Replacement	PR24-04	3	-	-	-	80,000	-	80,000
Police Station Design/Construction Renovation	PD22-01	1	-	4,700,000	-	-	-	4,700,000
Police Vehicle Purchase	PD21-01	1	140,000	-	-	-	-	140,000
Pothole Patcher Truck	PW-ST25-04	3	-	-	-	-	150,000	150,000
Purchase Split Body Truck	PW-S25-03	2	-	-	-	-	15,000	15,000
Rabe Park Playground Replacement	PR24-05	1	-	-	-	350,000	-	350,000
Rabe Park Playground Replacement	PR24-05	1	-	-	-	35,000	-	35,000
Rear Load Refuse Truck Replacement	PW-S25-02	4	-	-	-	-	185,000	185,000

 <b>Summary of Capital Improvement Program</b>									
	Project #	Priority	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total	
<b>ALL CIP PROJECTS</b>									
Replacement Auto Extrication Tools	FIRE22-01	4	-	38,405	-	-	-	-	38,405
Replacement of Road Tractor	PW-S21-02	1	90,000	-	-	-	-	-	90,000
Road Tractor Replacement	PW-S22-02	1	-	90,000	-	-	-	-	90,000
Route Management System	PW-S21-04	3	25,000	-	-	-	-	-	25,000
Ruth Golf Course Netting Replacement	GLF21-01	1	50,000	-	-	-	-	-	50,000
Ruth Golf Course Parking Lot Replacement	GLF21-02	1	50,000	-	-	-	-	-	50,000
Ruth Park Maintenance Shop Septic System	GLF23-02	1	-	-	15,000	-	-	-	15,000
Snow X Salt Spreader	PW-ST21-05	1	7,000	-	-	-	-	-	7,000
Solid Waste Grant Projects	PW-S21/25-01	2	100,000	100,000	100,000	100,000	100,000	100,000	500,000
Solid Waste Grant Projects	PW-S21/25-01	2	20,000	20,000	20,000	20,000	20,000	20,000	100,000
Speed Reduction Equipment	PD21-04	2	10,000	-	-	-	-	-	10,000
Speed Reduction Trailer	PD21-03	1	50,000	-	-	-	-	-	50,000
Spray Boom Replacement	PR25-02	2	-	-	-	-	-	35,000	35,000
Storm Water Diversion	PW-ST22-05	1	-	30,000	-	-	-	-	30,000
STP-Westgate Ave Improvement	PW-ST22-01	2	-	1,025,000	-	-	-	-	1,025,000
Street Maintenance Program	PW-ST21-25-3	1	600,000	700,000	700,000	700,000	700,000	700,000	3,400,000
Street Sweeper Replacement	PW-ST22-24-2	1	-	225,000	-	225,000	-	-	450,000
Tee Mower Replacement	GLF24-02	2	-	-	-	36,000	-	-	36,000
Tractor Replacement	PR22-05	2	-	67,750	-	-	-	-	67,750
Tractor/Toolcat Replacement	PR22-06	2	-	78,365	-	-	-	-	78,365
Trailer For Zero Turn Mower	PW-ST21-06	1	5,000	-	-	-	-	-	5,000
Transfer Station Maintenance	PW-S23/25-02	2	-	-	30,000	50,000	50,000	-	130,000
Transfer Station Pit Compactor	PW-S22-03	2	-	120,000	-	-	-	-	120,000
Tree Replacement Program	PR21/25-12	3	25,000	75,000	75,000	75,000	75,000	75,000	325,000
Truck Replacement	PW-ST24-03	2	-	-	-	45,000	-	-	45,000
Two Dump Truck Replacements	PW-ST21-23-8	1	125,000	-	125,000	-	-	-	250,000
Two Pickup Trucks Replacement	PR25-01	3	-	-	-	-	-	42,435	42,435
Wide Area Mower Replacement	PR21-02	1	111,200	-	-	-	-	-	111,200
Wide Area Mower Replacement	GLF25-01	2	-	-	-	-	-	125,000	125,000
Zero Turn Mower Replacement	PR25-03	3	-	-	-	-	-	25,000	25,000
<b>GRAND TOTAL OF CIP PROGRAM</b>			<b>\$ 3,964,539</b>	<b>\$ 11,210,655</b>	<b>\$ 3,654,945</b>	<b>\$ 10,997,020</b>	<b>\$ 5,212,275</b>	<b>\$ 5,212,275</b>	<b>\$ 35,039,434</b>



**Summary of  
Capital Improvement Program By Fund**

	Project #	Priority	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
<b>CAPITAL IMPROVEMENT SALES TAX FUND</b>								
Enclosed Trailer	PR21-06	3	\$ 14,500	\$ -	\$ -	\$ -	\$ -	\$ 14,500
Heman Park Security Lighting	PR21-07	1	40,000	-	-	-	-	40,000
Kaufman Park-Playground Surface Replacement	PR21-09	1	65,000	-	-	-	-	65,000
Kingsland Park Playground Surfacing Replacement	PR21-10	1	62,535	-	-	-	-	62,535
Crane Truck Replacement	PR22-02	1	-	120,000	-	-	-	120,000
Tractor Replacement	PR22-05	2	-	67,750	-	-	-	67,750
Dump Truck Replacement	PR23-03	1	-	-	140,695	-	-	140,695
Aerial Bucket Truck Replacement	PR24-01	1	-	-	-	450,000	-	450,000
City Facilities Improvements	PW-A21-25-02	1	100,000	500,000	500,000	500,000	500,000	2,100,000
Parking Meter Replacement Program	PW-A22/25-01	3	-	50,000	50,000	-	-	100,000
Maintenance Yard Storm Water Management	PW-S21-03	1	15,000	-	-	-	-	15,000
Dump Truck Bed Replacements	PW-ST21-01	1	20,000	-	-	-	-	20,000
Snow X Salt Spreader	PW-ST21-05	1	7,000	-	-	-	-	7,000
Trailer For Zero Turn Mower	PW-ST21-06	1	5,000	-	-	-	-	5,000
Canton Ave Resurfacing and Upgrades	PW-ST21-22-7	1	16,000	170,000	-	-	-	186,000
Two Dump Truck Replacements	PW-ST21-23-8	1	125,000	-	125,000	-	-	250,000
Curb and Sidewalk Replacement Program	PW-ST21-25-2	1	300,000	400,000	400,000	400,000	400,000	1,900,000
Street Maintenance Program	PW-ST21-25-3	1	600,000	700,000	700,000	700,000	700,000	3,400,000
STP-Westgate Ave Improvement	PW-ST22-01	2	-	1,025,000	-	-	-	1,025,000
Center Drive Reconstruction	PW-ST22-03	1	-	120,000	-	-	-	120,000
Drexel Ave Reconstruction	PW-ST22-04	1	-	175,000	-	-	-	175,000
Street Sweeper Replacement	PW-ST22-24-2	1	-	225,000	-	225,000	-	450,000
Enhanced Street Lighting	PW-ST22-25-4	2	-	50,000	75,000	75,000	75,000	275,000
Ferguson Avenue Improvements	PW-ST23-24-1	3	-	-	15,000	120,000	-	135,000
Parking Lot #3 Resurface	PW-ST24-01	3	-	-	-	80,000	-	80,000
Truck Replacement	PW-ST24-03	2	-	-	-	45,000	-	45,000
Kempland Bridge Reconstruction	PW-ST24-25-2	2	-	-	-	80,000	-	80,000
Pershing Ave Resurfacing and ADA Upgrades	PW-ST24-25-3	2	-	-	-	100,000	-	100,000
Pothole Patcher Truck	PW-ST25-04	3	-	-	-	-	150,000	150,000
<b>Total Capital Imp. Sales Tax Fund</b>			<b>1,370,035</b>	<b>3,602,750</b>	<b>2,005,695</b>	<b>2,775,000</b>	<b>1,825,000</b>	<b>11,578,480</b>
<b>GENERAL FUND</b>								
Ackert Park Renovation Project	PR21-01	2	52,080	-	-	-	-	52,080
Wide Area Mower Replacement	PR21-02	1	111,200	-	-	-	-	111,200
City Facilities Improvements	PW-A21-25-02	1	300,000	-	-	-	-	300,000
<b>Total General Fund</b>			<b>463,280</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>463,280</b>
<b>GOLF COURSE FUND</b>								
Ruth Golf Course Netting Replacement	GLF21-01	1	50,000	-	-	-	-	50,000
Ruth Golf Course Parking Lot Replacement	GLF21-02	1	50,000	-	-	-	-	50,000
Fairway Mower Replacement	GLF23-01	2	-	-	45,000	-	-	45,000
Ruth Park Maintenance Shop Septic System	GLF23-02	1	-	-	15,000	-	-	15,000
Facility Lot Maintenance	GLF24-01	3	-	-	-	100,000	-	100,000
Tee Mower Replacement	GLF24-02	2	-	-	-	36,000	-	36,000
Wide Area Mower Replacement	GLF25-01	2	-	-	-	-	125,000	125,000
<b>Total Golf Course Fund</b>			<b>100,000</b>	<b>-</b>	<b>60,000</b>	<b>136,000</b>	<b>125,000</b>	<b>421,000</b>
<b>GRANT FUND</b>								
Ackert Park Renovation Project	PR21-01	2	525,000	-	-	-	-	525,000
Greensfelder Park Renovation - P1	PR22/25-03	3	-	317,820	525,000	-	462,498	1,305,318
Heman Park Improvements	PR24-02	2	-	-	-	6,318,020	-	6,318,020
Rabe Park Playground Replacement	PR24-05	1	-	-	-	350,000	-	350,000
Solid Waste Grant Projects	PW-S21/25-01	2	100,000	100,000	100,000	100,000	100,000	500,000
Canton Ave Resurfacing and Upgrades	PW-ST21-22-7	1	64,000	680,000	-	-	-	744,000
Curb and Sidewalk Replacement Program	PW-ST21-25-2	1	78,000	78,000	78,000	78,000	78,000	390,000
Ferguson Avenue Improvements	PW-ST23-24-1	3	-	-	60,000	380,000	-	440,000
Kempland Bridge Reconstruction	PW-ST24-25-2	2	-	-	-	-	800,000	800,000
Pershing Ave Resurfacing and ADA Upgrades	PW-ST24-25-3	2	-	-	-	-	800,000	800,000
<b>Total Grant Fund</b>			<b>767,000</b>	<b>1,175,820</b>	<b>763,000</b>	<b>7,226,020</b>	<b>2,240,498</b>	<b>12,172,338</b>
<b>PARK AND STORM WATER SALES TAX FUND</b>								
Lucas Chest Compression System	FIRE21-05	2	39,459	-	-	-	-	39,459
Replacement Auto Extraction Tools	FIRE22-01	4	-	38,405	-	-	-	38,405
Tree Replacement Program	PR21/25-12	3	25,000	75,000	75,000	75,000	75,000	325,000
Hazardous Tree Removal and Replacement Program	PR21/25-13	1	25,000	25,000	25,000	25,000	25,000	125,000
Heman Park Asphalt Trail Repairs	PR21-03	3	125,000	-	-	-	-	125,000
Ballfield Groomer	PR21-05	3	36,775	-	-	-	-	36,775
Heman Park Pool Improvement	PR21-08	2	90,000	-	-	-	-	90,000
Mooney Park - Playground Surfacing Replacement	PR21-11	1	92,275	-	-	-	-	92,275
Greensfelder Park Renovation - P1	PR22/25-03	3	-	35,315	26,250	-	24,342	85,907
Centennial Commons Indoor Turf Replacement	PR22-01	1	-	150,000	-	-	-	150,000



**Summary of  
Capital Improvement Program By Fund**

	Project #	Priority	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Heman Park Service Road/Trail Improvement	PR22-04	1	-	150,000	-	-	-	150,000
Tractor/Toolcat Replacement	PR22-06	2	-	78,365	-	-	-	78,365
Heman Park Pool Pump Replacement	PR23-01	1	-	-	100,000	-	-	100,000
Heman Park Mstr Plan Update	PR23-02	2	-	-	25,000	-	-	25,000
Out Front Mower Replacement	PR24-03	3	-	-	-	50,000	-	50,000
Pickup Trucks - Replacement	PR24-04	3	-	-	-	80,000	-	80,000
Rabe Park Playground Replacement	PR24-05	1	-	-	-	35,000	-	35,000
Two Pickup Trucks Replacement	PR25-01	3	-	-	-	-	42,435	42,435
Spray Boom Replacement	PR25-02	2	-	-	-	-	35,000	35,000
Zero Turn Mower Replacement	PR25-03	3	-	-	-	-	25,000	25,000
Storm Water Diversion	PW-ST22-05	1	-	30,000	-	-	-	30,000
<b>Total Park and Storm Water Sales Tx Fund</b>			<b>433,509</b>	<b>582,085</b>	<b>251,250</b>	<b>265,000</b>	<b>226,777</b>	<b>1,758,621</b>
<b>PUBLIC SAFETY SALES TAX FUND</b>								
Ladder Truck Replacement	FIRE 21/25-02	2	250,000	250,000	250,000	250,000	250,000	1,250,000
Ambulance Purchase	FIRE21-01	1	150,000	150,000	-	-	-	300,000
Fire Marshall Vehicle	FIRE21-03	1	50,000	-	-	-	-	50,000
Fire Marshall Drone Equipment	FIRE21-04	3	22,000	-	-	-	-	22,000
Medical Supplies	FIRE21-06	1	23,715	-	-	-	-	23,715
Police Vehicle Purchase	PD21-01	1	140,000	-	-	-	-	140,000
Speed Reduction Trailer	PD21-03	1	50,000	-	-	-	-	50,000
Speed Reduction Equipment	PD21-04	2	10,000	-	-	-	-	10,000
Police Station Design/Construction Renovation	PD22-01	1	-	4,700,000	-	-	-	4,700,000
<b>Total Public Safety Sales Tax Fund</b>			<b>695,715</b>	<b>5,100,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>6,545,715</b>
<b>SOLID WASTE FUND</b>								
Solid Waste Grant Projects	PW-S21/25-01	2	20,000	20,000	20,000	20,000	20,000	100,000
Replacement of Road Tractor	PW-S21-02	1	90,000	-	-	-	-	90,000
Route Management System	PW-S21-04	3	25,000	-	-	-	-	25,000
Automated Side Loading Truck Replacement	PW-S22-01	1	-	275,000	-	-	-	275,000
Road Tractor Replacement	PW-S22-02	1	-	90,000	-	-	-	90,000
Transfer Station Pit Compactor	PW-S22-03	2	-	120,000	-	-	-	120,000
Cardboard Compactor Replacement	PW-S22-04	3	-	30,000	-	-	-	30,000
Alley Trash Truck Replacement	PW-S22-05	1	-	215,000	-	-	-	215,000
Transfer Station Maintenance	PW-S23/25-02	2	-	-	30,000	50,000	50,000	130,000
Automated Side Loading Truck Replacement	PW-S23-01	1	-	-	275,000	-	-	275,000
Automated Side Loading Truck Replacement	PW-S24-01	1	-	-	-	275,000	-	275,000
Automated Side Loading Truck Replacement	PW-S25-01	1	-	-	-	-	275,000	275,000
Rear Load Refuse Truck Replacement	PW-S25-02	4	-	-	-	-	185,000	185,000
Purchase Split Body Truck	PW-S25-03	2	-	-	-	-	15,000	15,000
<b>Total Solid Waste Fund</b>			<b>135,000</b>	<b>750,000</b>	<b>325,000</b>	<b>345,000</b>	<b>545,000</b>	<b>2,100,000</b>
<b>GRAND TOTAL OF CIP PROGRAM</b>			<b>\$ 3,964,539</b>	<b>\$ 11,210,655</b>	<b>\$ 3,654,945</b>	<b>\$ 10,997,020</b>	<b>\$ 5,212,275</b>	<b>\$ 35,039,434</b>



**Summary of  
Capital Improvement Program by Department**

	Project #	Priority	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
<b>FIRE DEPARTMENT</b>								
Ladder Truck Replacement	FIRE21/25-02	2	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,250,000
Ambulance Replacement	FIRE21-01	1	150,000	150,000	-	-	-	300,000
Fire Marshall Vehicle	FIRE21-03	1	50,000	-	-	-	-	50,000
Fire Marshall Drone Equipment	FIRE21-04	3	22,000	-	-	-	-	22,000
Lucas Chest Compression System	FIRE21-05	2	39,459	-	-	-	-	39,459
Medical Supplies	FIRE21-06	1	23,715	-	-	-	-	23,715
Replacement Auto Extrication Tools	FIRE22-01	4	-	38,405	-	-	-	38,405
<b>Total Fire Department</b>			<b>535,174</b>	<b>438,405</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>1,723,579</b>
<b>GOLF COURSE</b>								
Ruth Park Golf Course Netting Replacement	GLF21-01	1	50,000	-	-	-	-	50,000
Ruth Park Golf Course Parking Lot Replacement	GLF21-02	1	50,000	-	-	-	-	50,000
Fairway Mower Replacement	GLF23-01	2	-	-	45,000	-	-	45,000
Ruth Park Maintenance Shop Septic System	GLF23-02	1	-	-	15,000	-	-	15,000
Facility Lot Maintenance	GLF24-01	3	-	-	-	100,000	-	100,000
Tee Mower Replacement	GLF24-02	2	-	-	-	36,000	-	36,000
Wide Area Mower Replacement	GLF25-01	2	-	-	-	-	125,000	125,000
<b>Total Golf Course</b>			<b>100,000</b>	<b>-</b>	<b>60,000</b>	<b>136,000</b>	<b>125,000</b>	<b>421,000</b>
<b>PARKS AND RECREATION</b>								
Tree Replacement Program	PR21/25-12	3	25,000	75,000	75,000	75,000	75,000	325,000
Hazardous Tree Removal and Replacement Program	PR21/25-13	2	25,000	25,000	25,000	25,000	25,000	125,000
Ackert Park Renovation Project	PR21-01	2	577,080	-	-	-	-	577,080
Wide Area Mower Replacement	PR21-02	1	111,200	-	-	-	-	111,200
Heman Park Asphalt Trail Repairs	PR21-03	3	125,000	-	-	-	-	125,000
Ballfield Groomer	PR21-05	3	36,775	-	-	-	-	36,775
Enclosed Trailer	PR21-06	3	14,500	-	-	-	-	14,500
Heman Park Security Lighting	PR21-07	1	40,000	-	-	-	-	40,000
Heman Park Pool Improvement	PR21-08	2	90,000	-	-	-	-	90,000
Kaufman Park - Playground Surface Replacement	PR21-09	1	65,000	-	-	-	-	65,000
Kingsland Park Playground Surfacing Replacement	PR21-10	1	62,535	-	-	-	-	62,535
Mooney Park - Playground Surfacing Replacement	PR21-11	1	92,275	-	-	-	-	92,275
Greensfelder Park Renovation - P1	PR22/25-03	3	-	353,135	551,250	-	486,840	1,391,225
Centennial Commons Indoor Turf Replacement	PR22-01	1	-	150,000	-	-	-	150,000
Crane Truck Replacement	PR22-02	1	-	120,000	-	-	-	120,000
Heman Park Service Road/Trail Improvement	PR22-04	1	-	150,000	-	-	-	150,000
Tractor Replacement	PR22-05	2	-	67,750	-	-	-	67,750
Tractor/Toolcat Replacement	PR22-06	2	-	78,365	-	-	-	78,365
Heman Park Pool Pump Replacement	PR23-01	1	-	-	100,000	-	-	100,000
Heman Park Mstr Plan Update	PR23-02	2	-	-	25,000	-	-	25,000
Dump Truck Replacement	PR23-03	1	-	-	140,695	-	-	140,695
Aerial Bucket Truck Replacement	PR24-01	1	-	-	-	450,000	-	450,000
Heman Park Improvements	PR24-02	2	-	-	-	6,318,020	-	6,318,020
Out Front Mower Replacement	PR24-03	3	-	-	-	50,000	-	50,000
Pickup Trucks Replacement	PR24-04	3	-	-	-	80,000	-	80,000
Rabe Park Playground Replacement	PR24-05	1	-	-	-	385,000	-	385,000
Two Pickup Trucks Replacement	PR25-01	3	-	-	-	-	42,435	42,435
Spray Boom Replacement	PR25-02	2	-	-	-	-	35,000	35,000
Zero Turn Mower Replacement	PR25-03	3	-	-	-	-	25,000	25,000
<b>Total Parks and Recreation Department</b>			<b>1,264,365</b>	<b>1,019,250</b>	<b>916,945</b>	<b>7,383,020</b>	<b>689,275</b>	<b>11,272,855</b>
<b>POLICE DEPARTMENT</b>								
Police Vehicle Purchase	PD21-01	1	140,000	-	-	-	-	140,000
Speed Reduction Trailer	PD21-03	1	50,000	-	-	-	-	50,000
Speed Reduction Equipment	PD21-04	2	10,000	-	-	-	-	10,000
Police Station Design/Construction Renovation	PD22-01	1	-	4,700,000	-	-	-	4,700,000
<b>Total Police Department</b>			<b>200,000</b>	<b>4,700,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,900,000</b>
<b>PUBLIC WORK DEPARTMENT</b>								
City Facilities Improvements	PW-A21-25-02	1	400,000	500,000	500,000	500,000	500,000	2,400,000
Parking Meter Replacement Program	PW-A22/25-01	3	-	50,000	50,000	-	-	100,000
Solid Waste Grant Projects	PW-S21/25-01	2	120,000	120,000	120,000	120,000	120,000	600,000
Replacement of Road Tractor	PW-S21-02	1	90,000	-	-	-	-	90,000
Maintenance Yard Storm Water Management	PW-S21-03	1	15,000	-	-	-	-	15,000
Route Management System	PW-S21-04	3	25,000	-	-	-	-	25,000
Automated Side Loading Truck Replacement	PW-S22-01	1	-	275,000	-	-	-	275,000
Road Tractor Replacement	PW-S22-02	1	-	90,000	-	-	-	90,000
Transfer Station Pit Compactor	PW-S22-03	2	-	120,000	-	-	-	120,000



**Summary of  
Capital Improvement Program by Department**

	Project #	Priority	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Cardboard Compactor Replacement	PW-S22-04	3	-	30,000	-	-	-	30,000
Alley Trash Truck Replacement	PW-S22-05	1	-	215,000	-	-	-	215,000
Transfer Station Maintenance	PW-S23/25-02	2	-	-	30,000	50,000	50,000	130,000
Automated Side Loading Truck Replacement	PW-S23-01	1	-	-	275,000	-	-	275,000
Automated Side Loading Truck Replacement	PW-S24-01	1	-	-	-	275,000	-	275,000
Automated Side Loading Truck Replacement	PW-S25-01	1	-	-	-	-	275,000	275,000
Rear Load Refuse Truck Replacement	PW-S25-02	4	-	-	-	-	185,000	185,000
Purchase Split Body Truck	PW-S25-03	2	-	-	-	-	15,000	15,000
Dump Truck Bed Replacements	PW-ST21-01	1	20,000	-	-	-	-	20,000
Snow X Salt Spreader	PW-ST21-05	1	7,000	-	-	-	-	7,000
Trailer for Zero Turn Mower	PW-ST21-06	1	5,000	-	-	-	-	5,000
Canton Ave Resurfacing and Upgrades	PW-ST21-22-7	1	80,000	850,000	-	-	-	930,000
Two Dump Truck Replacements	PW-ST21-23-8	1	125,000	-	125,000	-	-	250,000
Curb and Sidewalk Replacement Program	PW-ST21-25-2	1	378,000	478,000	478,000	478,000	478,000	2,290,000
Street Maintenance Program	PW-ST21-25-3	1	600,000	700,000	700,000	700,000	700,000	3,400,000
STP-Westgate Ave Improvement	PW-ST22-01	2	-	1,025,000	-	-	-	1,025,000
Center Drive Reconstruction	PW-ST22-03	1	-	120,000	-	-	-	120,000
Drexel Ave Reconstruction	PW-ST22-04	1	-	175,000	-	-	-	175,000
Storm Water Diversion	PW-ST22-05	1	-	30,000	-	-	-	30,000
Street Sweeper Replacement	PW-ST22-24-2	1	-	225,000	-	225,000	-	450,000
Enhanced Street Lighting	PW-ST22-25-4	2	-	50,000	75,000	75,000	75,000	275,000
Ferguson Avenue Improvements	PW-ST23-24-1	3	-	-	75,000	500,000	-	575,000
Parking Lot #3 Resurface	PW-ST24-01	3	-	-	-	80,000	-	80,000
Truck Replacement	PW-ST24-03	2	-	-	-	45,000	-	45,000
Kempland Bridge Reconstruction	PW-ST24-25-2	2	-	-	-	80,000	800,000	880,000
Pershing Ave Resurfacing and ADA Upgrades	PW-ST24-25-3	2	-	-	-	100,000	800,000	900,000
Pothole Patcher Truck	PW-ST25-04	3	-	-	-	-	150,000	150,000
<b>Total Public Work Department</b>			<b>1,865,000</b>	<b>5,053,000</b>	<b>2,428,000</b>	<b>3,228,000</b>	<b>4,148,000</b>	<b>16,722,000</b>
<b>GRAND TOTAL OF CIP PROGRAM</b>			<b>\$ 3,964,539</b>	<b>\$ 11,210,655</b>	<b>\$ 3,654,945</b>	<b>\$ 10,997,020</b>	<b>\$ 5,212,275</b>	<b>\$ 35,039,434</b>

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Public Works D  
**Contact** Public Works D  
**Type** Improvement  
**Useful Life** 40 years  
**Category** Building Renov  
**Priority** 1 Critical

<b>Project #</b>	<b>PW-A21-25-02</b>
<b>Project Name</b>	<b>City Facilities Improvements</b>

<b>Description</b>	<b>Total Project Cost: \$2,400,000</b>
This item starts to set aside funding for repairs to our City facilities. This initial project is to fund repairs at City Hall.	

<b>Justification</b>
City facilities will continue to erode if they are not maintained.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Construction/Maintenance	400,000	500,000	500,000	500,000	500,000	2,400,000
<b>Total</b>	<b>400,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>2,400,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Capital Improvement Sales Tax	100,000	500,000	500,000	500,000	500,000	2,100,000
Fund						
General Fund	300,000					300,000
<b>Total</b>	<b>400,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>2,400,000</b>

<b>Budget Impact/Other</b>

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Public Works I  
**Contact** Public Works L  
**Type** Improvement  
**Useful Life** 20 years  
**Category** Curb and Sidew  
**Priority** 1 Critical

**Project #** PW-ST21-25-2  
**Project Name** Curb and Sidewalk Replacement Program

**Description** **Total Project Cost: \$2,290,000**  
 Each year the City performs concrete sidewalk, curb, and alley repairs. The amount of maintenance that can be performed is based on levels.

**Justification**  
 Every two years all sidewalks and curbs are inspected and rated. The priority given to the replacement of the sidewalks and curbs are rating received. Rating range on a scale of one (Poor) to ten (Excellent).

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Construction/Maintenance	378,000	478,000	478,000	478,000	478,000	2,290,000
<b>Total</b>	<b>378,000</b>	<b>478,000</b>	<b>478,000</b>	<b>478,000</b>	<b>478,000</b>	<b>2,290,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Capital Improvement Sales Tax Fund	300,000	400,000	400,000	400,000	400,000	1,900,000
Grant Fund	78,000	78,000	78,000	78,000	78,000	390,000
<b>Total</b>	<b>378,000</b>	<b>478,000</b>	<b>478,000</b>	<b>478,000</b>	<b>478,000</b>	<b>2,290,000</b>

**Budget Impact/Other**  
 None.

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Public Works D  
**Contact** Public Works D  
**Type** Improvement  
**Useful Life** 25 years  
**Category** Street Reconstru  
**Priority** 1 Critical

<b>Project #</b>	<b>PW-ST21-22-7</b>
<b>Project Name</b>	<b>Canton Ave Resurfacing and Upgrades</b>

**Description**

**Total Project Cost: \$930,000**

This project calls for the resurfacing of Canton Blvd from North and South to Hanley and includes ADA improvements such as curbs, and sidewalks.

**Justification**

Canton has been rated as a 5 condition street, which means that it is beginning to fail. Resurfacing enables staff to improve the street v funding a costly full reconstruction.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Planning/Design		850,000				850,000
Construction/Maintenance	80,000					80,000
<b>Total</b>	<b>80,000</b>	<b>850,000</b>				<b>930,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Capital Improvement Sales Tax Fund	16,000	170,000				186,000
Grant Fund	64,000	680,000				744,000
<b>Total</b>	<b>80,000</b>	<b>850,000</b>				<b>930,000</b>

**Budget Impact/Other**

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**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Public Works I  
 Contact Public Works D  
 Type Improvement  
 Useful Life 25 years  
 Category Street Paving  
 Priority 1 Critical

Project # **PW-ST21-25-3**  
 Project Name **Street Maintenance Program**

**Total Project Cost: \$3,400,000**

**Description**

More than 95 percent of the City street are constructed of asphalt. Each year, the City performs street resurfacing to improve the condition of pavement. Kennedy Street Improvements totaling \$150,000 will be taken from this program.

**Justification**

Routine maintenance is required to extend street life and prevent costly reconstruction projects.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Construction/Maintenance	600,000	700,000	700,000	700,000	700,000	3,400,000
<b>Total</b>	<b>600,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>3,400,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Capital Improvement Sales Tax Fund	600,000	700,000	700,000	700,000	700,000	3,400,000
<b>Total</b>	<b>600,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>3,400,000</b>

**Budget Impact/Other**

Unknown at this time.

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Parks and Recr  
**Contact** Parks and Recr  
**Type** Improvement  
**Useful Life** 10 years  
**Category** Park Improveme  
**Priority** 1 Critical

<b>Project #</b>	<b>PR21-09</b>
<b>Project Name</b>	<b>Kaufman Park - Playground Surface Replacement</b>

<b>Description</b>	<b>Total Project Cost: \$65,000</b>
Removal and replacement of existing poured-in-place rubber surfacing.	

<b>Justification</b>
Existing playground surfacing is falling out of compliance with the ADA,ASTM, and CPSC codes and standards. Thus, the playground must be removed and replaced. Failure to replace surfacing will result in the closing of the playground.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Construction/Maintenance	65,000					65,000
<b>Total</b>	<b>65,000</b>					<b>65,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Capital Improvement Sales Tax Fund	65,000					65,000
<b>Total</b>	<b>65,000</b>					<b>65,000</b>

<b>Budget Impact/Other</b>

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Parks and Recre  
 Contact Parks and Recre  
 Type Improvement  
 Useful Life 10 years  
 Category Park Improve  
 Priority 1 Critical

**Project # PR21-10**  
**Project Name Kingsland Park Playground Surfacing Replacement**

**Total Project Cost: \$62,535**

**Description**

Remove and replace existing poured-in-place rubber surfacing.

**Justification**

Existing playground surfacing is falling out of compliance with the ADA, ASTM, and CPSC codes and standards. Failure to replace will result in closing the playground.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Construction/Maintenance	62,535					62,535
<b>Total</b>	<b>62,535</b>					<b>62,535</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Capital Improvement Sales Tax Fund	62,535					62,535
<b>Total</b>	<b>62,535</b>					<b>62,535</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Parks and Recr  
 Contact Parks and Recr  
 Type Improvement  
 Useful Life 10 years  
 Category Park Improve  
 Priority 2 Very Importan

Project # **PR21-01**  
 Project Name **Ackert Park Renovation Project**

**Description**

Total Project Cost: \$577,080

This is a carryover project from FY2020, as the City did not receive a parks grant. If approved, this project renovates Ackert Park.

**Justification**

The improvements for this renovation include a new playground, ADA sidewalks, new drinking fountain, landscaping, splash sprayground signage, lighting, and benches.

Expenditures	FY '21	FY '22	FY '23	FY '24	FY '25	Total
Equip/Vehicles/Furnishings	577,080					577,080
<b>Total</b>	<b>577,080</b>					<b>577,080</b>

Funding Sources	FY '21	FY '22	FY '23	FY '24	FY '25	Total
General Fund	52,080					52,080
Grant Fund	525,000					525,000
<b>Total</b>	<b>577,080</b>					<b>577,080</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Parks and Recre  
 Contact Parks and Recre  
 Type Improvement  
 Useful Life 25 years  
 Category Pool Improvement  
 Priority 2 Very Important

Project #	<b>PR21-08</b>
Project Name	<b>Heman Park Pool Improvement</b>

Total Project Cost: \$90,000

**Description**

Paint the pool and slide at Heman Park Pool.

**Justification**

As a part of ongoing maintenance plan, it is recommended that the pool and slide be repainted every three to five years.

Expenditures	FY '21	FY '22	FY '23	FY '24	FY '25	Total
Construction/Maintenance	90,000					90,000
<b>Total</b>	<b>90,000</b>					<b>90,000</b>

Funding Sources	FY '21	FY '22	FY '23	FY '24	FY '25	Total
Park and Stormwater Sales Tax Fund	90,000					90,000
<b>Total</b>	<b>90,000</b>					<b>90,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Parks and Recre  
 Contact Parks and Recre  
 Type Improvement  
 Useful Life 10 years  
 Category Park Improve  
 Priority 1 Critical

**Project # PR21-11**  
**Project Name Mooney Park - Playground Surfacing Replacement**

**Total Project Cost: \$92,275**

**Description**

Remove and replace existing poured-in-place rubber surfacing.

**Justification**

Existing playground surfacing is falling out of compliance with the ADA, ASTM, and CPSC codes and standards. If the surface is not replaced, it will result in the closing of the playground.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Construction/Maintenance	92,275					92,275
<b>Total</b>	<b>92,275</b>					<b>92,275</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Park and Stormwater Sales Tax Fund	92,275					92,275
<b>Total</b>	<b>92,275</b>					<b>92,275</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Parks and Recre

Contact Parks and Recre

Type Equipment

Useful Life 10 years

Category Equipment: Mis

Priority 3 Important

Project # **PR21-06**  
 Project Name **Enclosed Trailer**

Total Project Cost: \$14,500

**Description**

Enclosed trailer would be used for storing and transporting lawn equipment from jobsite to jobsite.

**Justification**

Improved efficiency and make the moving activity safer as mowers would no long be driven on the street.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	14,500					14,500
<b>Total</b>	<b>14,500</b>					<b>14,500</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Capital Improvement Sales Tax Fund	14,500					14,500
<b>Total</b>	<b>14,500</b>					<b>14,500</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Parks and Recre  
**Contact** Parks and Recre  
**Type** Improvement  
**Useful Life** 10 years  
**Category** Park Improve  
**Priority** 1 Critical

<b>Project #</b>	<b>PR21-07</b>
<b>Project Name</b>	<b>Heman Park Security Lighting</b>

**Description**

**Total Project Cost: \$40,000**

Add security lighting and control panels to the parking lot and drive area of Heman Park. Add security lighting to the Community Cen Lot.

**Justification**

Lighting is used to deter crime from occurring. Based on staff's review, more lighting is needed in the areas of south parking lot, playgr pavilion as there is not sufficient lighting.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	40,000					40,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Capital Improvement Sales Tax Fund	40,000					40,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

**Budget Impact/Other**

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**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Public Works I  
**Contact** Public Works E  
**Type** Improvement  
**Useful Life** 40 years  
**Category** City Facility Im  
**Priority** 1 Critical

**Project #** PW-S21-03  
**Project Name** Maintenance Yard Storm Water Management

**Description**

**Total Project Cost: \$15,000**

Installation of a curb between the Maintenance Yard and the River Des Peres to minimize pollutants from municipal operation entering waterway. The curb will also prevent salt being stored from migrating to the River Des Peres.

**Justification**

University City is required by EPA and DNR regulations to prevent storm water pollution from municipal operations from entering the Peres.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Construction/Maintenance	15,000					15,000
<b>Total</b>	<b>15,000</b>					<b>15,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Capital Improvement Sales Tax Fund	15,000					15,000
<b>Total</b>	<b>15,000</b>					<b>15,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Public Works E  
**Contact** Public Works D  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Equipment: PW  
**Priority** 1 Critical

<b>Project #</b>	<b>PW-ST21-01</b>
<b>Project Name</b>	<b>Dump Truck Bed Replacements</b>

**Total Project Cost: \$20,000**

**Description**

Replacement of 7 cubic yard beds in two dump trucks.

**Justification**

Beds are rusted and need replacement.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	20,000					20,000
<b>Total</b>	<b>20,000</b>					<b>20,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Capital Improvement Sales Tax Fund	20,000					20,000
<b>Total</b>	<b>20,000</b>					<b>20,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Public Works D  
**Contact** Public Works D:  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Equipment: PW  
**Priority** 1 Critical

<b>Project #</b>	<b>PW-ST21-05</b>
<b>Project Name</b>	<b>Snow X Salt Spreader</b>

**Total Project Cost: \$7,000**

**Description**

Purchase of half-ton salt spreader for small pick up truck.

**Justification**

Reduction of operating cost by using less salt and covering a larger area in less time. The new equipment is more efficient.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	7,000					7,000
<b>Total</b>	<b>7,000</b>					<b>7,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Capital Improvement Sales Tax Fund	7,000					7,000
<b>Total</b>	<b>7,000</b>					<b>7,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Public Works I

**Contact** Public Works I

**Type** Equipment

**Useful Life** 10 years

**Category** Equipment: PW

**Priority** 1 Critical

**Project #** PW-ST21-06  
**Project Name** Trailer For Zero Turn Mower

**Total Project Cost:** \$5,000

**Description**

Purchase of trailer to transport zero turn mower.

**Justification**

Tailler needed to carry zero turn mower to sites for use.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	5,000					5,000
<b>Total</b>	<b>5,000</b>					<b>5,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Capital Improvement Sales Tax Fund	5,000					5,000
<b>Total</b>	<b>5,000</b>					<b>5,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Public Works D  
 Contact Public Works D  
 Type Equipment  
 Useful Life 10 years  
 Category Equipment: PW  
 Priority 1 Critical

Project # **PW-ST21-23-8**  
 Project Name **Two Dump Truck Replacements**

Total Project Cost: \$250,000

**Description**

Replacement of a dump truck with 9 foot hydraulic salt spreader and stainless steel dump bodies.

**Justification**

Equipment and dump trucks are 15 years old and have exceeding their useful life. Maintenance and breakdown of equipment reduces efficiency.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	125,000		125,000			250,000
<b>Total</b>	<b>125,000</b>		<b>125,000</b>			<b>250,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Capital Improvement Sales Tax Fund	125,000		125,000			250,000
<b>Total</b>	<b>125,000</b>		<b>125,000</b>			<b>250,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Parks and Recre

Contact Parks and Recre

Type Equipment

Useful Life 10 years

Category Equipment: Mis

Priority 1 Critical

Project #	<b>PR21-02</b>
Project Name	<b>Wide Area Mower Replacement</b>

<b>Description</b>	<b>Total Project Cost: \$111,200</b>
Replacement of existing 2011 Toro Wide Area Mower.	

<b>Justification</b>
More is having mechanical problems.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	111,200					111,200
<b>Total</b>	<b>111,200</b>					<b>111,200</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
General Fund	111,200					111,200
<b>Total</b>	<b>111,200</b>					<b>111,200</b>

<b>Budget Impact/Other</b>

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Golf Course  
**Contact** Parks and Recre  
**Type** Improvement  
**Useful Life** 40 years  
**Category** Golf Course Imp  
**Priority** 1 Critical

**Project #** GLF21-01  
**Project Name** Ruth Park Golf Course Netting Replacement

**Description**

**Total Project Cost:** \$50,000

This project proposes the construction of a short game practice area, which is included in the master plan for he course.

**Justification**

It is anticipated that the addition of the short game practice area will result in increased revenues for the park.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Construction/Maintenance	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Golf Course Fund	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Golf Course  
 Contact Parks and Rec  
 Type Improvement  
 Useful Life 40 years  
 Category Golf Course Imp  
 Priority 1 Critical

<b>Project #</b>	<b>GLF21-02</b>
<b>Project Name</b>	<b>Ruth Park Golf Course Parking Lot Replacement</b>

**Total Project Cost: \$50,000**

<b>Description</b>
Removal and replacement of asphalt parking lot.

<b>Justification</b>
Due to deferred maintenance, there are many potholes, sink areas, and other deterioration making this parking lot substandard.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Construction/Maintenance	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Golf Course Fund	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

<b>Budget Impact/Other</b>

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Public Works D  
 Contact Public Works D  
 Type Equipment  
 Useful Life 10 years  
 Category Equipment: Mis  
 Priority 2 Very Importan

Project #	PW-S21/25-01
Project Name	Solid Waste Grant Projects

**Description**

Total Project Cost: \$600,000

Annually staff applies for two solid waste grants to pay for capital items such as carts, dumpsters, hiring of interns, recycling education ect.

**Justification**

The goals of the grants are to reduce landfill tonage, resulting in reduced landfill costs. The City paid approximately \$500,000 in cost

Expenditures	FY '21	FY '22	FY '23	FY '24	FY '25	Total
Equip/Vehicles/Furnishings	120,000	120,000	120,000	120,000	120,000	600,000
<b>Total</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>	<b>600,000</b>

Funding Sources	FY '21	FY '22	FY '23	FY '24	FY '25	Total
Grant Fund	100,000	100,000	100,000	100,000	100,000	500,000
Solid Waste Fund	20,000	20,000	20,000	20,000	20,000	100,000
<b>Total</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>	<b>600,000</b>

**Budget Impact/Other**

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**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Fire Department  
**Contact** Fire Chief  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Equipment: Mis  
**Priority** 2 Very Importar

<b>Project #</b>	<b>FIRE21-05</b>
<b>Project Name</b>	<b>Lucas Chest Compression System</b>

**Total Project Cost: \$39,459**

**Description**

A mechanical chest compression-decompression system which enabled automatic and continuous closed chest compressions without li  
invasive procedures being performed by the paramedic. The department will have one per ambulance.

**Justification**

Life saving equipment.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	39,459					39,459
<b>Total</b>	<b>39,459</b>					<b>39,459</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Park and Stormwater Sales Tax Fund	39,459					39,459
<b>Total</b>	<b>39,459</b>					<b>39,459</b>

**Budget Impact/Other**

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**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Parks and Recre  
**Contact** Parks and Recre  
**Type** Improvement  
**Useful Life** 40 years  
**Category** Tree Replaceme  
**Priority** 3 Important

**Project #** PR21/25-12  
**Project Name** Tree Replacement Program

**Description**

**Total Project Cost:** \$325,000

This project will provide a beginning to the systematic removal of Ash trees subject to the Emerald Ash Borer, and offer the residents a replacement tree.

**Justification**

Emerald Ash Borer has been discovered in St. Louis County and should impact the University City area within five to seven years. Mo this insect will be 100 percent.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Tree Replacement	25,000	75,000	75,000	75,000	75,000	325,000
<b>Total</b>	<b>25,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>325,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Park and Stormwater Sales Tax Fund	25,000	75,000	75,000	75,000	75,000	325,000
<b>Total</b>	<b>25,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>325,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Parks and Recre  
 Contact Parks and Recre  
 Type Improvement  
 Useful Life 25 years  
 Category Park Improve  
 Priority 1 Critical

Project # **PR21/25-13**  
 Project Name **Hazardous Tree Removal and Replacement Program**

**Description** Total Project Cost: \$125,000  
 Removal and replacement of hazardous trees throughout the City.

**Justification**  
 Due to the age and condition of the trees within our inventory, it is necessary to remove and replace hazardous trees on an annual basis

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Tree Replacement	25,000	25,000	25,000	25,000	25,000	125,000
<b>Total</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>125,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Park and Stormwater Sales Tax Fund	25,000	25,000	25,000	25,000	25,000	125,000
<b>Total</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>125,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Parks and Recre  
 Contact Parks and Recre  
 Type Improvement  
 Useful Life 25 years  
 Category Park Improve  
 Priority 3 Important

Project # **PR21-03**  
 Project Name **Heman Park Asphalt Trail Repairs**

**Description**

Total Project Cost: \$125,000

This project will provide asphalt replacement to the service road and recreational trails through Heman Park. The service road through Park also serves as a recreational and communter trail.

**Justification**

The asphalt road has deteriorated beyond repair and is in need of replacement. The Parks Commission has placed a high priority of this

Expenditures	FY '21	FY '22	FY '23	FY '24	FY '25	Total
Construction/Maintenance	125,000					125,000
<b>Total</b>	<b>125,000</b>					<b>125,000</b>

Funding Sources	FY '21	FY '22	FY '23	FY '24	FY '25	Total
Park and Stormwater Sales	125,000					125,000
Tax Fund						
<b>Total</b>	<b>125,000</b>					<b>125,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Parks and Recre  
**Contact** Parks and Recre  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Equipment: Mis  
**Priority** 3 Important

**Project #** PR21-05  
**Project Name** Ballfield Groomer

**Total Project Cost:** \$36,775

**Description**

An infield groomer machine to be used on a daily basis to provide a uniform and safe infield surface. This machine would also consist leveling attachment used to grade and level the infield playing surface.

**Justification**

Purchase of the groomer maching would eliminate the need to contract for service.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	36,775					36,775
<b>Total</b>	<b>36,775</b>					<b>36,775</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Park and Stormwater Sales Tax Fund	36,775					36,775
<b>Total</b>	<b>36,775</b>					<b>36,775</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Fire Departmen  
**Contact** Fire Chief  
**Type** Equipment  
**Useful Life** 25 years  
**Category** Equipment: Mis  
**Priority** 2 Very Importan

<b>Project #</b>	<b>FIRE21/25-02</b>
<b>Project Name</b>	<b>Ladder Truck Replacement</b>

**Description**

**Total Project Cost: \$1,250,000**

This project is to provide funding for the purchase of an areil truck.

**Justification**

Replacement of 15 year old ariel fire truck 2625 will be needed in 2025.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	250,000	250,000	250,000	250,000	250,000	1,250,000
<b>Total</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>1,250,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Public Safety Sales Tax Fund	250,000	250,000	250,000	250,000	250,000	1,250,000
<b>Total</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>1,250,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Fire Department  
**Contact** Fire Chief  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Vehicles  
**Priority** 1 Critical

**Project #** FIRE21-01  
**Project Name** Ambulance Replacement

**Description**

**Total Project Cost:** \$300,000

This project allocates \$150,000 for two years to replace the oldest ambulance in the fleet. Currently the Fire Department has three AL ambulances in service.

**Justification**

General wear and tear to the ambulance is anticipated. Replacement of these ambulances is mandatory if we are going to ensure our provide high quality service to the community. Funding would be used to replace our 12 year old ambulance in 2022.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	150,000	150,000				300,000
<b>Total</b>	<b>150,000</b>	<b>150,000</b>				<b>300,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Public Safety Sales Tax Fund	150,000	150,000				300,000
<b>Total</b>	<b>150,000</b>	<b>150,000</b>				<b>300,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Fire Department  
 Contact Fire Chief  
 Type Equipment  
 Useful Life 10 years  
 Category Equipment: Mis  
 Priority 1 Critical

Project # **FIRE21-03**  
 Project Name **Fire Marshall Vehicle**

Total Project Cost: \$50,000

**Description**

Purchase of a 2021 Chevrolet Suburban for Fire Marshall.

**Justification**

New Fire Marshal Position requires vehicle for his use. Suburban has been selected for him to carry and protect the required equipment for Fire Prevention, Investigation and Safety Officer responsibilities. The Fire Marshal vehicle will also be used as the second UAS program. Most of the Fire Marshal job requires on-site investigations.

Expenditures	FY '21	FY '22	FY '23	FY '24	FY '25	Total
Equip/Vehicles/Furnishings	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

Funding Sources	FY '21	FY '22	FY '23	FY '24	FY '25	Total
Public Safety Sales Tax Fund	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Fire Department  
**Contact** Fire Chief  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Equipment: Mis  
**Priority** 3 Important

<b>Project #</b>	<b>FIRE21-04</b>
<b>Project Name</b>	<b>Fire Marshal Drone Equipment</b>

<b>Description</b>	<b>Total Project Cost: \$22,000</b>
Purchase of replacement batteries, area search lights, rapid response battery chargers, and ongoing subscription for drone mapping sof	

<b>Justification</b>
Equipment and subscription required to continue drone program.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	22,000					22,000
<b>Total</b>	<b>22,000</b>					<b>22,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Public Safety Sales Tax Fund	22,000					22,000
<b>Total</b>	<b>22,000</b>					<b>22,000</b>

<b>Budget Impact/Other</b>

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Fire Departmen  
**Contact** Fire Chief  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Equipment: Mis  
**Priority** 1 Critical

<b>Project #</b>	<b>FIRE21-06</b>
<b>Project Name</b>	<b>Medical Supplies</b>

**Total Project Cost: \$23,715**

**Description**

Oxygen concentration generation system.

**Justification**

The machine will all the Department to generate its own oxygen, and end the need to purchase it and rent oxygen bottles. The Departn per year for this service, so the purchase of the unit pays for itself in 4 years.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	23,715					23,715
<b>Total</b>	<b>23,715</b>					<b>23,715</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Public Safety Sales Tax Fund	23,715					23,715
<b>Total</b>	<b>23,715</b>					<b>23,715</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Police Departm  
 Contact Police Chief  
 Type Equipment  
 Useful Life 7 years  
 Category Equipment: Mis  
 Priority 1 Critical

Project # **PD21-01**  
 Project Name **Police Vehicle Purchase**

**Description** **Total Project Cost: \$140,000**  
 This item requests funding for the purchase of replacement police vehicles so that the fleet is effective in the field. The vehicles being have exceeded the user life.

**Justification**  
 New police vehicles are needed to ensure an effective operation. Equipment breakdown in the field could result in significant harm to and residents.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	140,000					140,000
<b>Total</b>	<b>140,000</b>					<b>140,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Public Safety Sales Tax Fund	140,000					140,000
<b>Total</b>	<b>140,000</b>					<b>140,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Police Departm  
**Contact** Police Chief  
**Type** Equipment  
**Useful Life** 20 years  
**Category** Equipment: Mi:  
**Priority** 1 Critical

<b>Project #</b>	<b>PD21-03</b>
<b>Project Name</b>	<b>Speed Reduction Trailer</b>

<b>Description</b>	<b>Total Project Cost: \$50,000</b>
The purchase of a speed reduction trailer enables our officers to use technology to regulate speeds on our roadways.	

<b>Justification</b>
The speed trailer has signage that illuminates and enables the driver to compare their speed to the established speed limit. The placement of the trailer will be a precursor to officer enforcement of speed limits.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Public Safety Sales Tax Fund	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

<b>Budget Impact/Other</b>

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Police Department  
**Contact** Police Chief  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Equipment: Mis  
**Priority** 2 Very Important

<b>Project #</b>	<b>PD21-04</b>
<b>Project Name</b>	<b>Speed Reduction Equipment</b>

**Description**

**Total Project Cost: \$10,000**

The Police Department is seeking funding for acquisition, installation, and deployment of a new solar powered speed reduction signage. Reducing signage will be equipped with solar powered activation to avoid electrical demands for remote areas.

**Justification**

The deployment of these devices will help save lives by making people aware of their speed.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	10,000					10,000
<b>Total</b>	<b>10,000</b>					<b>10,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Public Safety Sales Tax Fund	10,000					10,000
<b>Total</b>	<b>10,000</b>					<b>10,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

**Department** Public Works I

**Contact** Public Works D

**Type** Equipment

**Useful Life** 10 years

**Category** Equipment: PW

**Priority** 1 Critical

<b>Project #</b>	<b>PW-S21-02</b>
<b>Project Name</b>	<b>Replacement of Road Tractor</b>

**Total Project Cost: \$90,000**

**Description**

Replacement of 1996 Freightliner Road Tractor

**Justification**

Tractor has exceeded its user life and is having mechanical problems.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Equip/Vehicles/Furnishings	90,000					90,000
<b>Total</b>	<b>90,000</b>					<b>90,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Solid Waste Fund	90,000					90,000
<b>Total</b>	<b>90,000</b>					<b>90,000</b>

**Budget Impact/Other**

**Capital Improvement Plan**  
**City of University City, Missouri**

**FY '21 thru FY '25**

Department Public Works E

Contact Public Works D

Type Software

Useful Life 10 years

Category Software

Priority 3 Important

Project # **PW-S21-04**  
 Project Name **Route Management System**

Total Project Cost: **\$25,000**

**Description**

Route management software will be used to optimize sanitation routes.

**Justification**

This software facilitates optimization of routes, scheduling, and timely collection of materials.

<b>Expenditures</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Other	25,000					25,000
<b>Total</b>	<b>25,000</b>					<b>25,000</b>

<b>Funding Sources</b>	<b>FY '21</b>	<b>FY '22</b>	<b>FY '23</b>	<b>FY '24</b>	<b>FY '25</b>	<b>Total</b>
Solid Waste Fund	25,000					25,000
<b>Total</b>	<b>25,000</b>					<b>25,000</b>

**Budget Impact/Other**



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## 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, and 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 ...*



**APPENDIX**

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

<b>Fiscal Year Ended June 30</b>	<b>Real Property<sup>1</sup></b>	<b>Personal Property</b>	<b>Railroad and Utilities<sup>2</sup></b>	<b>Total Taxable Assessed Value</b>	<b>Total Direct Tax Rate</b>	<b>Estimated Actual Taxable Value</b>	<b>Assessed Value as a Percentage of Estimated Actual Taxable Value</b>
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%
2016	519,947	60,764	10,616	591,327	(see table below)	3,087,680	19.15%
2017	523,841	62,139	9,770	595,750	(see table below)	3,189,787	18.68%
2018	575,383	61,830	9,658	646,871	(see table below)	3,112,448	20.78%
2019	580,505	63,547	7,549	651,601	(see table below)	3,145,473	20.72%

**Total Direct Tax Rate**

<b>Fiscal Year Ended June 30</b>	<b>Residential</b>	<b>Commercial</b>	<b>Personal Property</b>	<b>Agricultural</b>
2010	0.987	1.114	1.211	0.000
2011	0.461	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
2016	0.734	0.694	0.875	0.000
2017	0.690	0.647	0.875	0.000
2018	0.690	0.647	0.875	0.000
2019	0.689	0.662	0.875	0.000

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

<sup>2</sup> 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 Assessor



## APPENDIX

### Demographic and Economic Statistics - Last Ten Years

Fiscal Year	Population <sup>1</sup>	Personal Income <sup>1</sup>	Per Capita Personal Income <sup>1</sup>	Median Age <sup>1</sup>	Education	Education	Public School Enrollment <sup>2</sup>	Unemployment Rate <sup>3</sup>
					Level % High School Graduate Age 25+ <sup>1</sup>	Level % Bachelor's Degree or Higher Age 25+ <sup>1</sup>		
2010	37,428	1,006,850,628	26,901	35.4	87.4%	45.0%	3,141	3.0%
2011	35,371	1,223,624,374	34,594	37.4	91.0%	49.3%	3,160	4.3%
2012	35,371	1,223,624,374	34,594	37.4	91.0%	49.3%	3,160	5.5%
2013	35,371	1,223,624,374	34,594	37.4	91.0%	49.3%	3,155	6.2%
2014	35,371	1,223,624,374	34,594	37.4	91.0%	49.3%	3,160	6.2%
2015	35,371	1,223,624,374	34,594	37.4	91.0%	49.3%	3,067	5.7%
2016	35,371	1,223,624,374	34,594	37.4	91.0%	49.3%	4,943	5.2%
2017	35,371	1,223,624,374	34,594	37.4	91.0%	49.3%	2,709	5.3%
2018	35,371	1,223,624,374	34,594	37.4	91.0%	49.3%	2,647	3.6%
2019	35,371	1,223,624,374	34,594	37.4	91.0%	49.3%	2,537	3.3%

Sources:

<sup>1</sup>U.S. Census Bureau 2010

<sup>2</sup>City of University City School District, 2018-2019

<sup>3</sup>Missouri Economic Research and Information Center (MERIC)

### Principal Employers

Employer	Employees <sup>1</sup>	Rank	Type of Business	Percentage of Total City Employment <sup>2</sup>
University City School District	588	1	School District	8.94%
City of University City <sup>3</sup>	447	2	Local Government	6.80%
Gatesworth Community	252	3	Retirement/Independent Living/Nursing Community	3.83%
Wiese USA Inc	225	4	Industrial Truck Sales and Leasing	3.42%
MPAL Real Estate (Gatesworth)	200	5	Residential Care/Assisted Living Facility	3.04%
WinCo Window Company LLC	190	6	WinCo Window Company LLC	2.89%
Cintas	167	7	Uniform Supply	2.54%
Aging Well Healthcare LLC	155	8	Medical/Non-Medical Services	2.36%
Schnucks Supermarket	150	9	Supermarket/Grocer	2.28%
McKnight Place Extended Care	143	10	Retirement/Independent Living/Nursing Community	2.17%

Sources:

<sup>1</sup>Results of survey conducted by University City staff, June 2019.

<sup>2</sup>Total City Employment Source: 6,578, U.S. Census Bureau, 2012 Survey of Business Owners

<sup>3</sup>City of University City total represents full-time, part-time and seasonal staff employed at fiscal year-end June 30, 2019.



### Glossary

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

**Accounts Payable:** A Liability account reflecting amounts on open account owing to private persons or organizations for goods and services received by a government (but not including amounts due to other funds of the same government or to other governments).

**Accrual Accounting:** A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the accounting period in which they are incurred.

**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.

**Bonded Debt:** That portion of City debt represented by outstanding bonds.

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

**Budget Amendment:** A legal procedure utilized by the City staff and City Council to revise a budget appropriation during the fiscal year.

**Budget Calendar:** The schedule of key dates that the City follows in the preparation and adoption of the budget.

**Budget Message:** A general discussion of the proposed budget presented in writing as part of the budget document. The budget message explains principal budget issues against the background of the present economy and financial experience in recent years.

**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.



## APPENDIX

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**Capital Expenditures:** Capital Expenditure 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 (COP):** A form of financing in which investors purchase a share of a lease agreement made by the city. The certificate generally entitles the holder to receive a share, or participation, in the lease payments from a particular project. The lease payments are passed through the lessor to the certificate holders. The lessor typically assigns the lease and lease payments to a trustee, which then distribute the lease payments to the certificate holders.

**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.

**Pooled City:** St. Louis County known as County with "Pooled Sales Tax System". Municipalities are divided into two camps: point-of-sales, or "A" cities; and pool, or "B" cities. Under this system all cities are required to share a portion of their one cent countywide sales tax revenues. St. Louis County distributes this tax on per capita basis.

**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**

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



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